

NORTH BAY WATERSHED ASSOCIATION

Minutes for the meeting of the North Bay Watershed Association (NBWA) Board of Directors.

Date: July 10, 2015  
Time: 9:30 a.m.  
Location: Marin Community Foundation  
5 Hamilton Landing  
Suite 200, Redwood Room  
Novato, CA 94949

Directors Present: Directors present included:

<u>Board Member</u>	<u>Agency/Organization</u>	<u>Board Member</u>	<u>Agency/Organization</u>
Madolyn Agrimonti	City of Sonoma and Sonoma Valley County Sanitation District	Kathy Hartzell	Central Marin Sanitation Agency
Jack Baker	North Marin Water District	Juliana Inman	Napa County Flood Control and Water Conservation District
Keith Caldwell	Napa Sanitation District	Eric Lucan	City of Novato
Megan Clark	Las Gallinas Valley Sanitary District	Pamela Meigs	Ross Valley Sanitary District
Damon Connolly	County of Marin	Brant Miller	Novato Sanitary District
Adrian Cormier	Bel Marin Keys Community Services District	Brad Sherwood	Sonoma County and Sonoma County Water Agency
Jack Gibson	Marin Municipal Water District	Robert Wilson	City of Petaluma

Directors present represented 16 out of the 18 agencies signatory to the Association MOU.

Board Actions:

1. **Call to Order.** Jack Gibson, Chair, called the meeting to order at 9:42 a.m. and introductions followed.
2. **Public Comment.** None.
3. **Approval of the Agenda.** (See Handout) The Board unanimously approved the agenda.
4. **Approval of the Minutes of the Board Meeting held June 5, 2015.** (See Handout) The Minutes of the Board Meeting held on June 5, 2015 were unanimously approved.
5. **Treasurer's Report.** (See Handout) The Treasurer's Report was accepted as presented by Harry Seraydarian.
6. **Central Marin Food to Energy Program.** Jason Dow, CMSA, provided a PowerPoint presentation entitled "Central Marin Commercial Food-to-Energy (F2E) Program". Jason began with an outline of his presentation and then a visual explaining the process, food waste converted to biogas (methane) through anaerobic digestion, and then displayed more detailed visuals explaining all the incremental steps. He answered the question: Why go after food waste? (Food waste is 29% of residential waste going to landfill and 39% of commercial waste in Marin.) Jason then described the public-private partnership between CMSA and Marin Sanitary Service (MSS) and walked through the history from a concept in 2008 to first delivery in late 2013. Jason provided some background on MSS and discussed their efforts in outreach and customer recruitment, including training and providing equipment (containers "Slim Jims"). He also explained the protocol for removing contaminants and provided a number of visuals on the process and equipment. Jason summarized collection statistics for F2E on a bar chart illustrating monthly tonnage from 2014-2015. Jason then gave some background on CMSA and provided some visuals for their F2E/FOG Facility (Drum Screen Paddle Finisher-> Anaerobic Digester-> Biogas purification-> Engine Generator). Jason displayed a graphic showing present digester use and excess capacity remaining and described future options for extra biogas. Jason highlighted the permitting and operation elements and noted that CalRecycle will defer to RWQCB in the near future when regulations are modified. Jason outlined some metrics for the program and emphasized that co-generator run time on biogas increased from 7-9 hours/day to 18 hours/day. Jason summarized the benefits of the program including reduced landfilling and more energy self-sufficiency. Jason also highlighted the reasons this program has been successful (had infrastructure, EBMUD model, support of elected officials and regulatory agencies, staff contributions, etc.). Jason ended with a slide showing what could be done in the future with excess energy and methane. The NBWA Board Members had a number of questions. What is the amount of energy to collect and process compared to that created? (No numbers now, only estimates, given shifting amounts, payback calculation completed.) What is FOG? (Fats, Oil, and Grease collected by private haulers.) How widespread is this approach? (CMSA is second in the state, third or fourth in the country, more in Europe.) Can you process FOG separate from Food Waste? (Yes, but then need water to slurry food waste.) Will you need to add more contaminant removal? (Not a big issue to date – 5% removed at paddle.)

7. **Stormwater – Phase II Permit: Program Effectiveness Assessment and Improvement Plan (PEAIP).** Jamison Crosby, Napa Stormwater Program, provided a PowerPoint presentation entitled “PEAIP Project Update”. Jamison began by thanking all of the collaborating partners and highlighted the monthly sub-committee meetings hosted by Bay Area Stormwater Agencies Association (BASMAA). She then provided a visual diagram to explain PEAIP – program planning and modification->program implementation->effectiveness assessment and back to program planning and modification. Jamison then presented a timeline from July 2013 (effective date of new Phase II Permit) to April 2015 (Final PEAIP and Tracking Tool) and highlighted the goal of an “integrated, consistent” approach for all North Bay Permittees. She summarized the focus on TMDL pollutants (pathogens, pesticides, and sediment) and provided a table illustrating which pollutants applied to each of the 24 municipalities in the North Bay. She then provided more detailed tables focusing on management questions, data assessment, and data collection methods for all three pollutants. Jamison ended with an explanation of the tracking tool developed by LWA (in the form of a data entry questionnaire). Terri Fashing then presented a preview on planning for the State Water Resource Control Board’s new trash control requirements. She noted the stringent new rules adopted by the SWRCB in April 2015 and described the two tracks identified in those requirements: Track 1 – install full capture systems in all priority land use areas, Track 2 – install full capture systems and other trash and litter reduction efforts to achieve same result as Track 1 (develop and follow an implementation plan and monitor to show equivalency with Track 1). Terri then described some full capture system examples and explained priority land uses (high density residential [10 units/acre], industrial, commercial, mixed urban, and public transportation stations). Terri then described a future potential NBWA Project for a trash requirements planning project with deliverables to help municipalities complete required implementation and possible tasks to be funded by NBWA (seed money) and municipalities (permittees). Terri ended with a project timeline and indicated a request for NBWA funds may come up in November 2015 and a contract implemented by BASMAA in early 2016. The NBWA Board Members had several questions. Can you do anything to control pesticide sale announcements/promotions by Home Depot? (Not allowed to directly regulate, working with EPA on true costs of pesticide use.) How is Stormwater Legislation regarding Prop 218 progressing? (Now a two year bill and will include tiered water rates.) Can you avoid flooding problems with full trash capture? (Needs full engineering analysis – very challenging.)

8. **Executive Director Transition Recommendations.** Harry Seraydarian provided a PowerPoint presentation and began with some background on the initiation of NBWA in 2000 leading up to the 2004 Executive Director transition when he was hired. Harry then presented NBWA’s criteria for recruiting and selecting a new Executive Director for NBWA. Harry distributed Judy Kelly’s resume and explained how her background and skills met all of the criteria. Harry highlighted the process to date of informal recruitment, interviews with key NBWA Steering Committee Members, key Board Members, and additional input from NBWA supporters. Harry recommended the NBWA Board forgo a formal recruitment process and appoint Judy Kelly as the new Executive Director, effective January 1, 2016 at the same rate of pay as the present Executive Director. The NBWA Board Members unanimously approved these recommendations. A suggestion was made for the NBWA Board Members to review the MOU provision that provides the NBWA Board Members “may appoint” an Executive Director and consider making revisions next year that formalize the process in the event of unforeseen circumstances requiring a change in the position.

9. **Items of Interest.** None.

10. **Items for Next Agenda.**

- \* Hamilton Field Levee – FEMA Accreditation, Tony Williams, City of Novato
- \* Groundwater Sustainability: Implementing the Sustainable Groundwater Management Act in Sonoma County, Jay Jasperse, SCWA

Jack Gibson, Chair, adjourned the meeting at 11:20 a.m.

Submitted By: Elizabeth O. Preim-Rohtla  
Assistant to the Executive Director

**NEXT MEETING INFORMATION:**

No August Meeting

September 11 – Novato Sanitary District, 500 Davidson Street, Novato, CA 94945