



EAST BAY DISCHARGERS AUTHORITY
2651 Grant Avenue
San Lorenzo, CA 94580-1841
(510) 278-5910
FAX (510) 278-6547

A Joint Powers Public Agency

ITEM NO. 10

**FINANCIAL MANAGEMENT COMMITTEE
AGENDA**

Monday, January 13, 2020

3:00 p.m.

**East Bay Dischargers Authority
2651 Grant Avenue
San Lorenzo, CA 94580**

Committee Members: Mendall (Chair); Johnson

FM1. Call to Order

FM2. Roll Call

FM3. Public Forum

FM4. List of Disbursements for December 2019
(The Committee will review the List of Disbursements.)

FM5. Treasurer's Report for December 2019
(The Committee will review the Preliminary Treasurer's Report.)

FM6. Website Update Review
(The Committee will review the updated EBDA website.)

FM7. LAVWMA Negotiation Key Issues
(The Committee will discuss key issues for negotiation of the extension to the LAVWMA Agreement.)

FM8. Adjournment

(Any member of the public may address the Commission at the commencement of the meeting on any matter within the jurisdiction of the Commission. This should not relate to any item on the agenda. It is the policy of the Authority that each person addressing the Commission limit their presentation to three minutes. Non-English speakers using a translator will have a time limit of six minutes. Any member of the public desiring to provide comments to the Commission on an agenda item should do so at the time the item is considered. It is the policy of the Authority that oral comments be limited to three minutes per individual or ten minutes for an organization. Speaker's cards will be available in the Boardroom and are to be completed prior to speaking.)

(In compliance with the Americans with Disabilities Act of 1990, if you need special assistance to participate in an Authority meeting, or you need a copy of the agenda, or the agenda packet, in an appropriate alternative format, please contact the Administrative Assistant at the EBDA office at (510) 278-5910 or kyambao@ebda.org. Notification of at least 48 hours prior to the meeting or time when services are needed will assist the Authority staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting or service.)

(In compliance with SB 343, related writings of open session items are available for public inspection at East Bay Dischargers Authority, 2651 Grant Avenue, San Lorenzo, CA 94580. For your convenience, agenda items are posted on the East Bay Dischargers Authority website located at <http://www.ebda.org>.)

**The next Financial Management Committee meeting will be held
February 19, 2020 at 9:00 a.m.**

ITEM NO. FM4 LIST OF DISBURSEMENTS FOR DECEMBER 2019

The itemized List of Disbursements for the month of December 2019 totaled \$600,328.85

Reviewed and Approved by:

Al Mendall, Chair Date
Financial Management Committee

Jacqueline T. Zipkin Date
Treasurer

EAST BAY DISCHARGERS AUTHORITY
Cash Disbursement
December 2019

CHECKS (SORTED BY AMOUNT)

| Check # | Check Date | Invoice # | Vendor Name | Description | Itemized Charges | Invoice Amount | Check Amount |
|---------|------------|--------------|-----------------------------|--|------------------|----------------|--------------|
| 24522 | 12/16/2019 | 17-Oct-19 | GSE | CONSTRUCTION SERVICES - OCTOBER | | 131,837.20 | 201,187.20 |
| 24522 | 12/16/2019 | 18-Oct-19 | GSE | CONSTRUCTION SERVICES - NOVEMBER | | 69,350.00 | |
| 24513 | 12/16/2019 | 3020071 | REGIONAL MONITORING PROGRAM | SECOND QUARTERLY RMP CORE AND AMR YEAR 4 | | 61,082.50 | 61,082.50 |
| 24506 | 12/16/2019 | 002541 | UNION SANITARY DISTRICT | O&M - OCTOBER | | 38,165.99 | 38,165.99 |
| 24503 | 12/16/2019 | 374827 | CITY OF SAN LEANDRO | O&M - OCTOBER | | 34,561.79 | 34,561.79 |
| 24501 | 12/2/2019 | 1251026 | HANSON BRIDGETT | LEGAL SERVICES - SEPTEMBER | | 23,300.00 | 23,300.00 |
| 24494 | 12/2/2019 | 596136 | UNIVAR USA, INC, | SODIUM BISULFITE - DELIVERY 06/17/19 | | 5,936.83 | 17,493.80 |
| 24494 | 12/2/2019 | SJ967478 | UNIVAR USA, INC, | SODIUM BISULFITE - DELIVERY 10/07/19 | | 5,931.91 | |
| 24494 | 12/2/2019 | SJ972317 | UNIVAR USA, INC, | SODIUM BISULFITE - DELIVERY 11/11/19 | | 5,863.08 | |
| 24494 | 12/2/2019 | SJ973659 | UNIVAR USA, INC, | SODIUM BISULFITE - DELIVERY 11/20/19 | | 5,727.86 | |
| 24494 | 12/2/2019 | J596136 | UNIVAR USA, INC, | SODIUM BISULFITE - DELIVERY 06/17/19 | | (539.72) | |
| 24494 | 12/2/2019 | SJ323903 | UNIVAR USA, INC, | SODIUM BISULFITE - DELIVERY 06/17/19 | | (5,426.16) | |
| 24488 | 12/2/2019 | 6231 | ORO LOMA SANITARY DISTRICT | O&M/SKYWEST - OCTOBER | | 17,304.37 | 17,304.37 |
| 24509 | 12/16/2019 | 43539 | CALCON | SCADA UPGRADE 2018 - FINAL BILLING | | 4,400.00 | 15,727.03 |
| 24509 | 12/16/2019 | 45473 | CALCON | SCADA SERVICE - HISTORIAN & REPORTS - SEPTEMBER | | 4,039.20 | |
| 24509 | 12/16/2019 | 45617 | CALCON | SCADA SERVICE - HISTORIAN, REPORTS, NETWORK SECURITY - OCTOBER | | 2,817.00 | |
| 24509 | 12/16/2019 | 45570 | CALCON | SERVICE CALL - HEPS MCC FM PSI & RADIO ANTENNA | | 2,102.71 | |
| 24509 | 12/16/2019 | 45531 | CALCON | MDF - SEMI-ANNUAL FLOW AND PRESSURE CALIBRATIONS | | 592.03 | |
| 24509 | 12/16/2019 | 45537 | CALCON | SLEPS - SEMI-ANNUAL FLOW AND PRESSURE CALIBRATIONS | | 592.03 | |
| 24509 | 12/16/2019 | 45538 | CALCON | OLEPS - SEMI-ANNUAL FLOW AND PRESSURE CALIBRATIONS | | 592.03 | |
| 24509 | 12/16/2019 | 45539 | CALCON | HEPS - SEMI-ANNUAL FLOW AND PRESSURE CALIBRATIONS | | 592.03 | |
| 24504 | 12/16/2019 | 6240 | ORO LOMA SANITARY DISTRICT | O&M/SKYWEST - NOVEMBER | | 11,027.55 | 11,027.55 |
| 24530 | 12/30/2019 | September-19 | DEBORAH QUINN | ACCOUNTING SERVICES - SEPTEMBER | | 7,912.50 | 7,912.50 |
| 24535 | 12/30/2019 | 2019100463 | MEYERS NAVE | LEGAL SERVICES - OCTOBER | | 4,192.96 | 7,674.64 |
| 24535 | 12/30/2019 | 2019110329 | MEYERS NAVE | LEGAL SERVICES - NOVEMBER | | 3,481.68 | |
| 24520 | 12/16/2019 | 11/27/2019 | AZYURA | 4th QUARTER WATERBITS LISCENSING | | 7,650.00 | 7,650.00 |
| 24496 | 12/2/2019 | OE01891992 | AEROTEK | TEMPORARY STAFFING - WEEK ENDING 11/16/19 | | 2,200.00 | 6,434.45 |
| 24496 | 12/2/2019 | OE01884620 | AEROTEK | TEMPORARY STAFFING - WEEK ENDING 11/02/19 | | 2,135.65 | |
| 24496 | 12/2/2019 | OE01888332 | AEROTEK | TEMPORARY STAFFING - WEEK ENDING 11/09/19 | | 2,098.80 | |
| 24536 | 12/30/2019 | SJ977463 | UNIVAR USA, INC, | SODIUM BISULFITE DELIVERY 12/16/19 | | 5,892.58 | 5,892.58 |
| 24510 | 12/16/2019 | Aug-19 | DEBORAH QUINN | ACCOUNTING SERVICES - AUGUST | | 5,625.00 | 5,625.00 |
| 24500 | 12/2/2019 | 43030 | COMPUTER COURAGE | WEBSITE DEVELOPMENT - OCTOBER | | 5,348.70 | 5,348.70 |
| 24499 | 12/2/2019 | 00016 | CURRIE ENGINEERS | HEPS MCC CONSTRUCTION MANAGEMENT | | 4,708.50 | 4,966.50 |
| 24499 | 12/2/2019 | 00017 | CURRIE ENGINEERS | OLEPS ELECTRICAL CONSTRUCTION MANAGEMENT | | 258.00 | |
| 24523 | 12/16/2019 | 43325 | COMPUTER COURAGE | WEBSITE DEVELOPMENT NOVEMBER | | 4,865.40 | 4,865.40 |
| 24514 | 12/16/2019 | 16057 | PACIFIC ECORISK | TOXICITY TESTING - NOVEMBER | | 4,674.00 | 4,674.00 |
| 24495 | 12/2/2019 | 33852 | MAZE & ASSOCIATES | AUDIT SERVICES SECOND PAYMENT | | 4,470.00 | 4,470.00 |
| 24518 | 12/16/2019 | SJ975774 | UNIVAR USA, INC, | SODIUM BISULFITE DEL 12/06/19 | | 4,297.13 | 4,297.13 |
| 24491 | 12/2/2019 | 19-Jul | DEBORAH QUINN | ACCOUNTING SERVICES - JULY | | 3,731.25 | 3,731.25 |
| 24521 | 12/16/2019 | OE01895617 | AEROTEK | TEMPORARY STAFFING - WEEK ENDING 11/23/19 | | 2,186.25 | 3,382.50 |
| 24521 | 12/16/2019 | OE01899253 | AEROTEK | TEMPORARY STAFFING - WEEK ENDING 11/30/19 | | 1,196.25 | |

EAST BAY DISCHARGERS AUTHORITY
Cash Disbursement
December 2019

| Check # | Check Date | Invoice # | Vendor Name | Description | Itemized Charges | Invoice Amount | Check Amount |
|---------|------------|--------------|-------------------------------|--|------------------|----------------|--------------|
| 24502 | 12/16/2019 | 457-303166 | VANTAGEPOINT TRANSFER AGENTS | ICMA DEFERRED COMPENSATION FOR PAY PERIOD ENDED 12/15/19 | | 1,972.61 | 1,972.61 |
| 24525 | 12/30/2019 | 3103585081 | VANTAGEPOINT TRANSFER AGENTS | ICMA DEFERRED COMPENSATION FOR PAY PERIOD ENDED 12/31/19 | | 1,972.48 | 1,972.48 |
| 24539 | 12/30/2019 | 605361 | CALTEST | LAB TESTING SERVICES - NOVEMBER | | 1,805.75 | 1,805.75 |
| 24487 | 12/2/2019 | 457-303166 | VANTAGEPOINT TRANSFER AGENTS | ICMA DEFERRED COMPENSATION FOR PAY PERIOD ENDED 11/30/19 | | 1,767.85 | 1,767.85 |
| 24505 | 12/16/2019 | 52205706 | CITY OF HAYWARD | HEALTH INSURANCE PREMIUMS - DECEMBER | | 1,507.83 | 1,507.83 |
| 24517 | 12/16/2019 | 55687627 | US BANK | CSMFO CONFERENCE REGISTRATION | 585.00 | 1,438.00 | 1,438.00 |
| 24517 | 12/16/2019 | 55687627 | US BANK | REMOTE DATA BACKUPS | 402.00 | | |
| 24517 | 12/16/2019 | 55687627 | US BANK | INTERMEDIA | 86.41 | | |
| 24517 | 12/16/2019 | 55687627 | US BANK | SPUR MEMBERSHIP | 75.00 | | |
| 24517 | 12/16/2019 | 55687627 | US BANK | AMAZON - WEBCAM FOR CONFERENCE CALLS | 63.42 | | |
| 24517 | 12/16/2019 | 55687627 | US BANK | FEEL GOOD BAKERY - SPECIAL COMMISSION MEETING | 40.00 | | |
| 24517 | 12/16/2019 | 55687627 | US BANK | USPS - AGENDA MAILOUT | 37.25 | | |
| 24517 | 12/16/2019 | 55687627 | US BANK | COSTCO - COFFEE FOR MEETINGS | 34.99 | | |
| 24517 | 12/16/2019 | 55687627 | US BANK | CONVENTION CENTER PARKING OAKLAND | 30.00 | | |
| 24517 | 12/16/2019 | 55687627 | US BANK | PARKING CONCEPTS OAKLAND | 24.00 | | |
| 24517 | 12/16/2019 | 55687627 | US BANK | IMPARK SAN FRANCISCO | 20.00 | | |
| 24517 | 12/16/2019 | 55687627 | US BANK | DUNKIN DONUTS - COMMISSION MEETING | 13.99 | | |
| 24517 | 12/16/2019 | 55687627 | US BANK | EAST BAY TIMES | 9.95 | | |
| 24517 | 12/16/2019 | 55687627 | US BANK | PACIFIC RENAISSANCE PARKING GARAGE OAKLAND | 6.00 | | |
| 24517 | 12/16/2019 | 55687627 | US BANK | SELECT-A-SPOT PARKING | 6.00 | | |
| 24517 | 12/16/2019 | 55687627 | US BANK | PACIFIC RENAISSANCE PARKING GARAGE OAKLAND | 3.00 | | |
| 24517 | 12/16/2019 | 55687627 | US BANK | APPLE CLOUD DATA BACKUP | 0.99 | | |
| 24516 | 12/16/2019 | 14268-7 | CONSTRUCTION TESTING SERVICES | HEPS MCC CONSTRUCTION TESTING | | 1,234.01 | 1,234.01 |
| 24537 | 12/30/2019 | 04474 | BAY PLANNING COALITION | ANNUAL MEMBERSHIP DUES | | 1,100.00 | 1,100.00 |
| 24538 | 12/30/2019 | October-19 | EVERARDO OROZCO LANDSCAPING | LANDSCAPING SERVICES - OCTOBER | | 350.00 | 1,050.00 |
| 24538 | 12/30/2019 | November-19 | EVERARDO OROZCO LANDSCAPING | LANDSCAPING SERVICES - NOVEMBER | | 350.00 | |
| 24538 | 12/30/2019 | December-19 | EVERARDO OROZCO LANDSCAPING | LANDSCAPING SERVICES - DECEMBER | | 350.00 | |
| 24497 | 12/2/2019 | 604649 | CALTEST | LAB TESTING SERVICES - OCTOBER | | 864.90 | 864.90 |
| 24508 | 12/16/2019 | 1746192-19 | SCIF | WORKERS COMPENSATION PREMIUM - DECEMBER | | 603.25 | 603.25 |
| 24519 | 12/16/2019 | EBD3056 | ALPHA ANALYTICAL LABORATORIES | SKYWEST LAB SAMPLES OCT - NOV | | 550.00 | 550.00 |
| 24515 | 12/16/2019 | 8133 | CAYUGA INFORMATION SYSTEMS | IT SERVICES - NOVEMBER | | 540.00 | 540.00 |
| 24527 | 12/30/2019 | 5102785910 | AT&T | AT&T PHONE SERVICE ADMIN BUILDING | | 233.41 | 233.41 |
| 24526 | 12/30/2019 | 10110000001 | EBMUD | WATER & SEWER EBDA MDF | | 232.04 | 232.04 |
| 24492 | 12/2/2019 | 214056 | VERIZON WIRELESS | CELLPHONES - OCTOBER | | 192.81 | 215.51 |
| 24492 | 12/2/2019 | 81857 | VERIZON WIRELESS | MODEM FOR SCADA - 10/11-11/10/19 | | 22.70 | |
| 24511 | 12/16/2019 | 275573 | VERIZON WIRELESS | CELLULAR PHONES - NOVEMBER | | 192.81 | 192.81 |
| 24498 | 12/2/2019 | 2911221 | CALTRONICS | COPIER USAGE OCTOBER - NOVEMBER | | 174.70 | 174.70 |
| 24512 | 12/16/2019 | S1939906.001 | SAN LEANDRO ELECTRIC SUPPLY | MDF DIFFUSERS & ELECTRICAL PARTS | | 149.83 | 170.86 |
| 24512 | 12/16/2019 | S1944316.001 | SAN LEANDRO ELECTRIC SUPPLY | OLEPS ELECTRICAL PARTS | | 21.03 | |
| 24493 | 12/2/2019 | 06013 | TOWN & COUNTRY | JANITORIAL SERVICES - NOVEMBER | | 165.00 | 165.00 |
| 24534 | 12/30/2019 | 06564 | TOWN & COUNTRY | JANITORIAL SERVICES - DECEMBER | | 165.00 | 165.00 |
| 24533 | 12/30/2019 | 3103585081 | PITNEY BOWES | LEASE FEES POSTAGE METER | | 162.96 | 162.96 |

EAST BAY DISCHARGERS AUTHORITY
Cash Disbursement
December 2019

| Check # | Check Date | Invoice # | Vendor Name | Description | Itemized Charges | Invoice Amount | Check Amount |
|----------------------------------|------------|-------------|-----------------------------|--|------------------|----------------|-------------------|
| 24489 | 12/2/2019 | 800001 | EBMUD | WATER & SEWER EBDA ADMIN BUILDING | | 113.31 | 113.31 |
| 24507 | 12/16/2019 | 5104830439 | AT&T | TELEPHONE SERVICE AT MDF - NOVEMBER - DECEMBER | | 107.61 | 107.61 |
| 24528 | 12/30/2019 | 5104830439 | AT&T | TELEPHONE SERVICE AT MDF - DECEMBER - JANUARY | | 107.35 | 107.35 |
| 24486 | 12/2/2019 | 19-Oct | JACQUELINE ZIPKIN | MILEAGE REIMBURSEMENT | | 105.04 | 105.04 |
| 24540 | 12/30/2019 | 2934268 | CALTRONICS | COPIER USAGE NOVEMBER - DECEMBER | | 88.30 | 88.30 |
| 24532 | 12/30/2019 | S1946233 | SAN LEANDRO ELECTRIC SUPPLY | MDF BALLASTS | | 54.29 | 54.29 |
| 24485 | 12/2/2019 | 19-Oct | JUANITA VILLASENOR | REIMBURSEMENT | | 35.99 | 35.99 |
| 24529 | 12/30/2019 | 687432470 | FEDEX | OVERNIGHT AGENDA | | 33.87 | 33.87 |
| 24524 | 12/16/2019 | 36959725033 | DIRECTV | AT&T BUNDLE DISCOUNT | | 30.64 | 30.64 |
| 24490 | 12/2/2019 | 87190 | FEDEX | AGENDA SHIPMENT | | 26.22 | 26.22 |
| 24531 | 12/30/2019 | 9844051344 | VERIZON WIRELESS | MODEM FOR SCADA - 11/11-12/10/19 | | 22.70 | 22.70 |
| TOTAL CHECK PAYMENTS | | | | | | | 515,619.17 |
| ELECTRONIC PAYMENTS | | | | | | | |
| | 12/5/2019 | 15868427 | PERS HEALTH | HEALTH PREMIUMS - DECEMBER 2019 | | 7,026.35 | 7,026.35 |
| | 12/17/2019 | 11-2019-2 | CALPERS | PENSION PAYMENT FOR PERIOD 11/16/19-11/30/19 | | 3,358.46 | 3,358.46 |
| | 12/17/2019 | 15877222 | CALPERS | MONTHLY UNFUNDED LIABILITY - DECEMBER 2019 | | 3,503.42 | 3,503.42 |
| | 12/18/2019 | N/A | WELLS FARGO | WIRE TRANSFER FEE - LAIF TRANSFER | | 15.00 | 15.00 |
| | 12/31/2019 | 51059489800 | PACIFIC GAS & ELECTRIC | GAS & ELECTRIC | | 31,227.26 | 31,227.26 |
| TOTAL ELECTRONIC PAYMENTS | | | | | | | 45,130.49 |
| PAYROLL | | | | | | | |
| | 11/30/2019 | 11/30/2019 | PAYROLL FEES | 11/16-30/2019 | | 60.25 | 60.25 |
| | 12/13/2019 | 12/15/2019 | PAYROLL | 12/01-15/2019 | | 18,739.77 | 18,739.77 |
| | 12/31/2019 | 12/31/2019 | PAYROLL | 12/16-31/2019 | | 18,347.85 | 20,779.17 |
| | 12/31/2019 | Dec-19 | MENDALL, AL | DIRECT DEPOSIT | | 511.32 | |
| | 12/31/2019 | Dec-19 | CUTTER, PAULINE RUSSO | DIRECT DEPOSIT | | 480.00 | |
| | 12/31/2019 | Dec-19 | HANDLEY, THOMAS | DIRECT DEPOSIT | | 480.00 | |
| | 12/31/2019 | Dec-19 | JOHNSON, RALPH | DIRECT DEPOSIT | | 480.00 | |
| | 12/31/2019 | Dec-19 | WALTERS, DAN | DIRECT DEPOSIT | | 480.00 | |
| TOTAL PAYROLL | | | | | | | 39,579.19 |
| TOTAL DISBURSEMENTS | | | | | | | 600,328.85 |

ITEM NO. FM5 TREASURER'S REPORT FOR DECEMBER 2019

The beginning cash balance on December 1, 2019 was \$4,124,414.23. The ending cash balance on December 31, 2019 was \$3,721,139.92 Total receipts for the month were \$197,054.54 and disbursements were \$600,328.85.

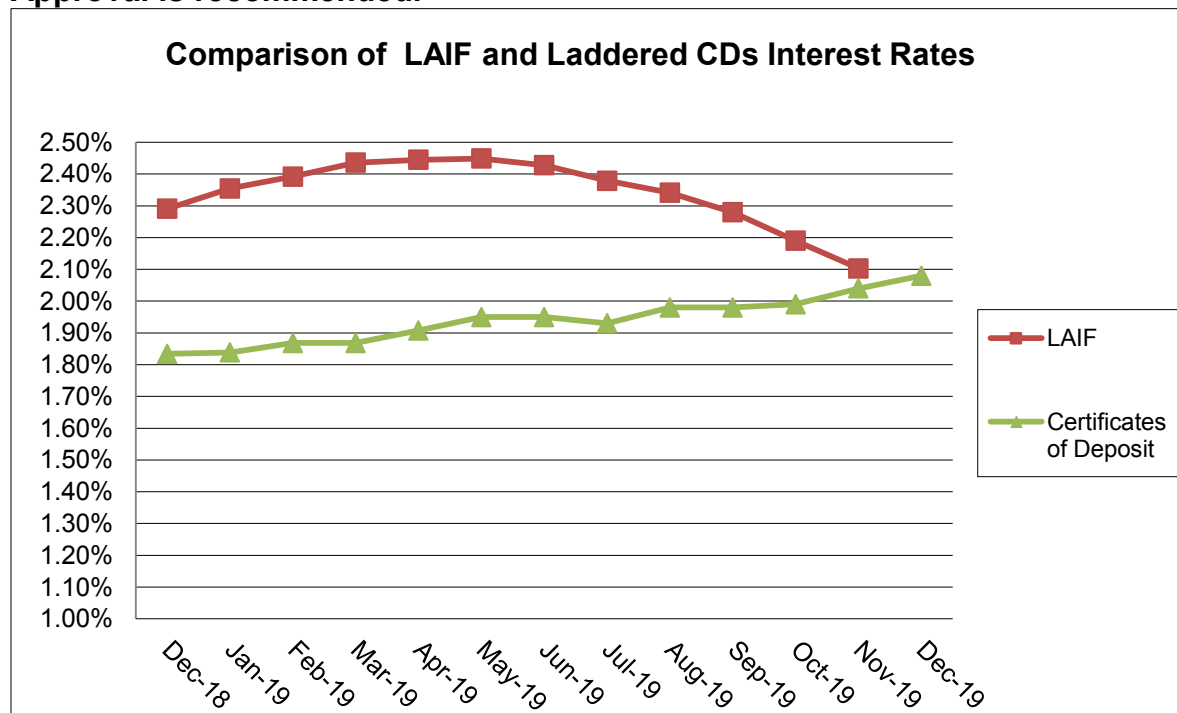
EBDA currently has a three-pronged investment approach that includes laddered CDs, Local Agency Investment Fund (LAIF), and a Wells Fargo savings account. As directed by the Financial Management Committee, funds are currently being transferred to savings and/or LAIF as CDs mature. Staff will continue to work with the Committee on investment strategy.

Current market value of laddered CD investments total \$552,186.00. One CD matured in December in the amount of \$51,436.00 and the balance was transferred to savings. The average annual yield of the CDs is 2.08%.

EBDA's LAIF balance beginning December 1, 2019 was \$3,249,827.82. The ending balance on December 31, 2019 was \$2,516,827.82. \$733,000.00 was transferred from LAIF to checking to address near-term cash flow constraints. The LAIF interest rate for period ending December 31, 2019 is not yet available; the interest rate for the period ending November 30th, 2019 was 2.10%.

The Wells Fargo State/Local Government account interest rate for this period was 0.03%.

Approval is recommended.



EAST BAY DISCHARGERS AUTHORITY
TREASURER'S REPORT
DECEMBER 31, 2019

| FUND | DESCRIPTION | BEGINNING CASH BALANCE | DEBITS (INCREASE) | CREDITS (DECREASE) | ENDING CASH BALANCE |
|------|-----------------------------|---------------------------|----------------------|-----------------------|------------------------|
| 12 | OPERATIONS & MAINTENANCE | 1,333,814.96 | 117,391.14 | 282,011.84 | 1,169,194.26 |
| 13 | PLANNING & SPECIAL STUDIES | 91,653.00 | 58,988.61 | 94,596.60 | 56,045.01 |
| 14 | RECLAMATION O & M (SKYWEST) | 126,677.54 | 20,000.00 | 4,283.63 | 142,393.91 |
| 31 | REPLACEMENT | 2,560,499.23 | 674.79 | 219,436.78 | 2,341,737.24 |
| 41 | CONSTRUCTION | 11,769.50 | | | 11,769.50 |
| | TOTALS | 4,124,414.23 | 197,054.54 | 600,328.85 | 3,721,139.92 |

Dec-19
1/8/20

SUPPLEMENTAL TREASURERS REPORT

| DATE | TRANSACTION | RECEIPT | DISBURSEMENT REGULAR | DISBURSEMENT PAYROLL | PAYROLL TRANSFER | SAVINGS TRANSFER | LAIF TRANSFER | CD TRANSFER | CD INTEREST & EXPENSES | WELLS FARGO REGULAR CHECKING BALANCE | WELLS FARGO PAYROLL CHECKING BALANCE | WELLS FARGO REGULAR SAVINGS BALANCE | LAIF BALANCE | WELLS FARGO CERTIFICATES OF DEPOSIT | TOTAL CASH |
|----------|-------------------------------------|-------------------|-------------------------|-------------------------|---------------------|---------------------|---------------------|--------------------|------------------------------|--|--|---|---------------------|---|---------------------|
| 11/30/19 | BALANCE | | | | | | | | | 35,039.65 | 78,521.64 | 158,462.99 | 3,249,827.82 | 602,562.13 | 4,124,414.23 |
| 12/02/19 | SAVINGS TRANSFER | | | | | (50,000.00) | | | | 85,039.65 | 78,521.64 | 108,462.99 | 3,249,827.82 | 602,562.13 | 4,124,414.23 |
| 12/02/19 | PAYROLL TRANSFER | | | | (28,000.00) | | | | | 113,039.65 | 50,521.64 | 108,462.99 | 3,249,827.82 | 602,562.13 | 4,124,414.23 |
| 12/02/19 | DISBURSEMENT | | 86,517.59 | | | | | | | 26,522.06 | 50,521.64 | 108,462.99 | 3,249,827.82 | 602,562.13 | 4,037,896.64 |
| 12/04/19 | SAVINGS TRANSFER | | | | | (50,000.00) | | | | 76,522.06 | 50,521.64 | 58,462.99 | 3,249,827.82 | 602,562.13 | 4,037,896.64 |
| 12/05/19 | ELECTRONIC BILL PAY | | 7,026.35 | | | | | | | 69,495.71 | 50,521.64 | 58,462.99 | 3,249,827.82 | 602,562.13 | 4,030,870.29 |
| 12/06/19 | DEPOSIT - DSRSD | 176,303.05 | | | | | | | | 245,798.76 | 50,521.64 | 58,462.99 | 3,249,827.82 | 602,562.13 | 4,207,173.34 |
| 12/06/19 | PAYROLL FEES | | | 60.25 | | | | | | 245,798.76 | 50,461.39 | 58,462.99 | 3,249,827.82 | 602,562.13 | 4,207,113.09 |
| 12/12/19 | PAYROLL TRANSFER | | | | 20,000.00 | | | | | 225,798.76 | 70,461.39 | 58,462.99 | 3,249,827.82 | 602,562.13 | 4,207,113.09 |
| 12/12/19 | PAYROLL | | | 15,828.83 | | | | | | 225,798.76 | 54,632.56 | 58,462.99 | 3,249,827.82 | 602,562.13 | 4,191,284.26 |
| 12/16/19 | DISBURSEMENT | | 400,593.71 | | | | | | | 54,632.56 | 58,462.99 | 3,249,827.82 | 602,562.13 | 3,790,690.55 | |
| 12/16/19 | INTEREST | 67.60 | | | | | | | 67.60 | (174,794.95) | 54,632.56 | 58,462.99 | 3,249,827.82 | 602,629.73 | 3,790,758.15 |
| 12/16/19 | INTEREST | 403.29 | | | | | | | 403.29 | (174,794.95) | 54,632.56 | 58,462.99 | 3,249,827.82 | 603,033.02 | 3,791,161.44 |
| 12/17/19 | ELECTRONIC BILL PAY | | 3,503.42 | | | | | | | (178,298.37) | 54,632.56 | 58,462.99 | 3,249,827.82 | 603,033.02 | 3,787,658.02 |
| 12/17/19 | ELECTRONIC BILL PAY | | 3,358.46 | | | | | | | (181,656.83) | 54,632.56 | 58,462.99 | 3,249,827.82 | 603,033.02 | 3,784,299.56 |
| 12/18/19 | LAIF TRANSFER | | | | | | (733,000.00) | | | 551,343.17 | 54,632.56 | 58,462.99 | 2,516,827.82 | 603,033.02 | 3,784,299.56 |
| 12/18/19 | WIRE TRANSFER SVC CHARGE | | 15.00 | | | | | | | 551,328.17 | 54,632.56 | 58,462.99 | 2,516,827.82 | 603,033.02 | 3,784,284.56 |
| 12/19/19 | PAYROLL CHECK FROM 12/15 | | | 499.30 | | | | | | 54,133.26 | 58,462.99 | 2,516,827.82 | 603,033.02 | 3,783,785.26 | |
| 12/19/19 | TRANSFER FROM CD TO SAVINGS | | | | | | | (51,436.00) | | 551,328.17 | 54,133.26 | 109,898.99 | 2,516,827.82 | 551,697.02 | 3,783,785.26 |
| 12/20/19 | DEPOSIT - HARD | 10,000.00 | | | | | | | | 561,328.17 | 54,133.26 | 109,898.99 | 2,516,827.82 | 551,697.02 | 3,793,785.26 |
| 12/20/19 | DIVIDEND | 4.07 | | | | | | | 4.07 | 561,328.17 | 54,133.26 | 109,898.99 | 2,516,827.82 | 551,601.09 | 3,793,789.33 |
| 12/20/19 | PAYROLL FEES | | | 51.25 | | | | | | 561,328.17 | 54,082.01 | 109,898.99 | 2,516,827.82 | 551,601.09 | 3,793,738.08 |
| 12/23/19 | PAYROLL CHECK FROM 12/15 | | | 2,360.39 | | | | | | 561,328.17 | 51,721.62 | 109,898.99 | 2,516,827.82 | 551,601.09 | 3,791,377.69 |
| 12/23/19 | INTEREST | 28.58 | | | | | | | 28.58 | 561,328.17 | 51,721.62 | 109,898.99 | 2,516,827.82 | 551,629.67 | 3,791,406.27 |
| 12/26/19 | DEPOSIT - HARD | 10,000.00 | | | | | | | | 571,328.17 | 51,721.62 | 109,898.99 | 2,516,827.82 | 551,629.67 | 3,801,406.27 |
| 12/26/19 | DEPOSIT | 76.70 | | | | | | | | 571,404.87 | 51,721.62 | 109,898.99 | 2,516,827.82 | 551,629.67 | 3,801,482.97 |
| 12/26/19 | PAYROLL TRANSFER | | | | 20,000.00 | | | | | 551,404.87 | 71,721.62 | 109,898.99 | 2,516,827.82 | 551,629.67 | 3,801,482.97 |
| 12/27/19 | PAYROLL | | | 20,779.17 | | | | | | 551,404.87 | 50,942.45 | 109,898.99 | 2,516,827.82 | 551,629.67 | 3,780,703.80 |
| 12/30/19 | DISBURSEMENT | | 28,507.87 | | | | | | | 522,897.00 | 50,942.45 | 109,898.99 | 2,516,827.82 | 551,629.67 | 3,752,195.93 |
| 12/30/19 | INTEREST | 156.16 | | | | | | | 156.16 | 522,897.00 | 50,942.45 | 109,898.99 | 2,516,827.82 | 551,785.83 | 3,752,352.09 |
| 12/31/19 | ELECTRONIC BILL PAY PG&E | | 31,227.26 | | | | | | | 491,669.74 | 50,942.45 | 109,898.99 | 2,516,827.82 | 551,785.83 | 3,721,124.83 |
| 12/31/19 | INTEREST | 11.51 | | | | | | | | 491,681.25 | 50,942.45 | 109,898.99 | 2,516,827.82 | 551,785.83 | 3,721,136.34 |
| 12/31/19 | INTEREST | 1.37 | | | 1.37 | | | | | 491,681.25 | 50,943.82 | 109,898.99 | 2,516,827.82 | 551,785.83 | 3,721,137.71 |
| 12/31/19 | INTEREST | 2.20 | | | | 2.20 | | | | 491,681.25 | 50,943.82 | 109,901.19 | 2,516,827.82 | 551,785.83 | 3,721,139.91 |
| 12/31/19 | DIVIDEND | 0.01 | | | | | | | 0.01 | 491,681.25 | 50,943.82 | 109,901.19 | 2,516,827.82 | 551,785.84 | 3,721,139.92 |
| | TOTAL | 197,054.54 | 560,749.66 | 39,579.19 | 12,001.37 | (99,997.80) | (733,000.00) | (51,436.00) | 659.71 | | | | | | |
| | CURRENT BALANCE | | | | | | | | | 491,681.25 | 50,943.82 | 109,901.19 | 2,516,827.82 | 551,785.84 | 3,721,139.92 |
| | | | | | | | | | | ① | ② | ③ | ④ | ⑤ | |
| | Reconciliation | | | | | | | | | | | | | | |
| | ① Per Bank Statement @12/31/19 | \$ 556,695.19 | | | | | | | | | | | | | |
| | Less: Outstanding Checks | 65,013.94 | | | | | | | | | | | | | |
| | | \$ 491,681.25 | | | | | | | | | | | | | |
| | ② Per Bank Statement @12/31/19 | \$ 50,943.82 | | | | | | | | | | | | | |
| | ③ Per Bank Statement @12/31/19 | \$ 109,901.19 | | | | | | | | | | | | | |
| | ④ Per LAIF Statement @12/31/19 | \$2,516,827.82 | | | | | | | | | | | | | |
| | ⑤ Per Treasurer's Report @12/31/19 | \$ 551,785.84 | | | | | | | | | | | | | |
| | Fair Market Value Increase/Decrease | 587.58 | | | | | | | | | | | | | |
| | Per Investment Statement @12/31/19 | \$ 552,373.42 | | | | | | | | | | | | | |

The Supplemental Treasurer's Report is prepared monthly by the General Manager. It also serves as EBDAs cash and investments reconciliation.

CD PORTFOLIO

| Institution | Description | Purchase Date | Maturity Date | Estimated Annual Yield | Quantity | Current Market Value |
|------------------------------------|--|---------------|---------------|------------------------|----------|----------------------|
| BARCLAYS BANK | BARCLAYS BANK CD WILMINGTON DE ACT/365 FDIC INSURED CPN 1.950% DUE 09/21/20 DTD 09/20/17 FC 03/20/18 CUSIP 06740KKU0 | 9/20/2017 | 9/21/2020 | 1.94% | 50,000 | 50,107.50 |
| BARCLAYS BANK Total | | | | | | 50,107.50 |
| CAPITAL ONE BK USA NA | CAPITAL ONE BK USA NA CD GLEN ALLEN VA ACT/365 FDIC INSURED CPN 1.750% DUE 01/13/20 DTD 01/11/17 FC 07/11/17 | 1/11/2017 | 1/13/2020 | 1.74% | 50,000 | 50,002.00 |
| CAPITAL ONE BK USA NA | CAPITAL ONE BK USA NA CD GLEN ALLEN VA ACT/365 FDIC INSD CPN 2.000% DUE 11/02/20 DTD 11/01/17 FC 05/01/18 CUSIP 1404206A3 | 11/1/2017 | 11/2/2020 | 1.99% | 50,000 | 50,144.00 |
| CAPITAL ONE BK USA NA Total | | | | | | 100,146.00 |
| CITIBANK NA | CITIBANK NA CD SIOUX FALLS SD ACT/365 FDIC INSD CPN 2.900% DUE 05/24/21 DTD 05/23/18 FC 11/23/18 CUSIP 17312QM22 | 5/23/2018 | 5/24/2021 | 2.85% | 50,000 | 50,841.00 |
| CITIBANK NA Total | | | | | | 50,841.00 |
| COMENITY BANK | COMENITY BANK CD WILMINGTON DE ACT/365 JUMBO CD FDIC INSURED CPN 1.900% DUE 8/31/20 DTD 8/30/17 FC 9/30/17 CUSIP 99000PTY2 | 8/30/2017 | 8/31/2020 | 1.90% | 100,000 | 99,898.00 |
| COMENITY BANK Total | | | | | | 99,898.00 |
| DISCOVER BANK | DISCOVER BANK CD GREENWOOD DE ACT/365 FDIC INSURED CPN 1.800% DUE 03/02/20 DTD 03/01/17 FC 09/01/17 CUSIP 2546723K2 | 3/1/2017 | 3/2/2020 | 1.79% | 50,000 | 50,014.00 |
| DISCOVER BANK Total | | | | | | 50,014.00 |
| GOLDMAN SACHS BK USA | GOLDMAN SACHS BK USA CD NEW YORK NY ACT/365 FDIC INSURED CPN 1.900% DUE 06/22/20 DTD 06/21/17 FC 12/21/17 | 6/21/2017 | 6/22/2020 | 1.89% | 3,000 | 3,003.45 |
| GOLDMAN SACHS BK USA Total | | | | | | 3,003.45 |
| KEY BANK NA | KEY BANK NA CD CLEVELAND OH ACT/365 FDIC INSURED CPN 1.750% DUE 04/13/20 DTD 04/12/17 FC 10/12/17 | 4/12/2017 | 4/13/2020 | 1.74% | 50,000 | 50,012.50 |
| KEY BANK NA Total | | | | | | 50,012.50 |
| LAKESIDE BANK | LAKESIDE BANK CD CHICAGO IL ACT/365 FDIC INSURED CPN 1.750% DUE 02/14/20 DTD 07/14/17 FC 08/14/17 CUSIP 51210SNL7 | 7/12/2017 | 2/14/2020 | 1.74% | 47,000 | 47,007.05 |
| LAKESIDE BANK Total | | | | | | 47,007.05 |

CD PORTFOLIO

| Institution | Description | Purchase Date | Maturity Date | Estimated Annual Yield | Quantity | Current Market Value |
|---------------------------------------|---|---------------|---------------|------------------------|----------|----------------------|
| MORGAN STANLEY BK NA | MORGAN STANLEY BK NA CD SALT LAKE CTY UT ACT/365 FDIC INSD CPN 2.500% DUE 02/08/21 DTD 02/08/18 FC 08/08/18 CUSIP 61747MJ93 | 1/30/2018 | 2/8/2021 | 2.47% | 50,000 | 50,455.00 |
| MORGAN STANLEY BK NA | MORGAN STANLEY BK NA CD SALT LAKE CTY UT ACT/365 FDIC INSD CPN 2.800% DUE 04/05/21 DTD 04/05/18 FC 10/05/18 CUSIP 61747MS69 | 4/5/2018 | 4/5/2021 | 2.76% | 50,000 | 50,701.50 |
| MORGAN STANLEY BK NA Total | | | | | | 101,156.50 |
| Grand Total | | | | | | 552,186.00 |
| Average Estimated Annual Yield | | | | 2.08% | | |

ITEM NO. FM6 WEBSITE UPDATE REVIEW

Recommendation

Provide input to staff on the Authority's updated website.

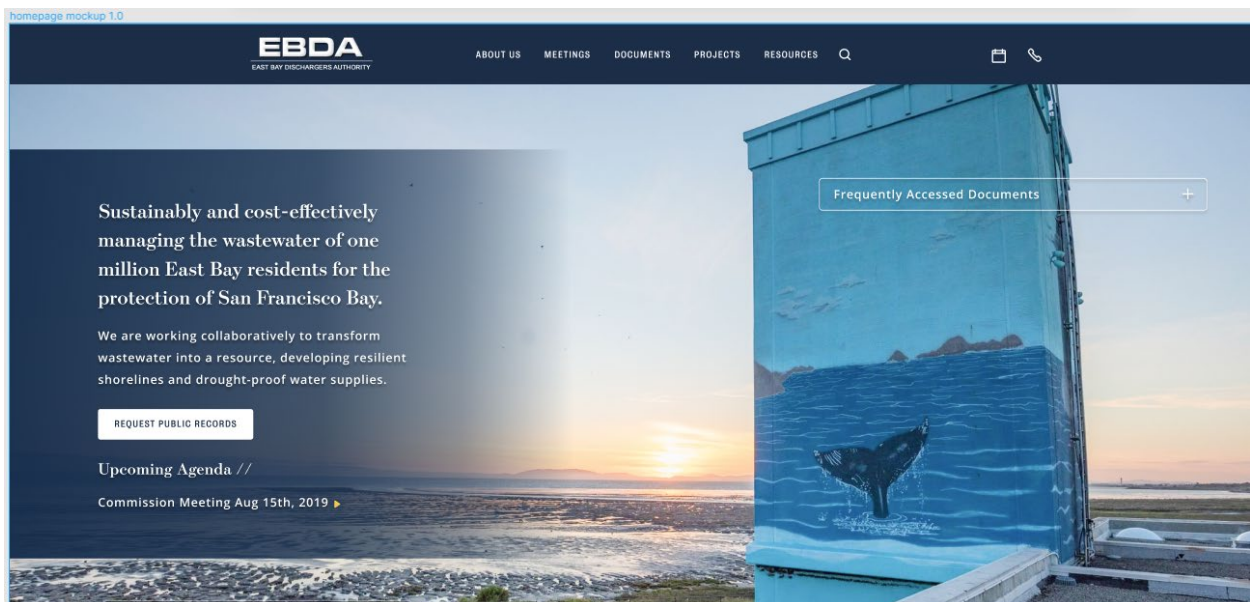
Background

The Authority is required by law to have a website and post agenda materials so that they are accessible to the public. The Authority's current website (www.ebda.org) is outdated and required redevelopment. It was originally developed in 2009 and is written in Drupal 5.0. The current version of Drupal is 8.0, and version 5.0 is no longer supported. The website also has an outdated look and feel, lacks a search function, and is not easy for staff to update.

In July 2019, the Commission approved Resolution 19-29 authorizing the General Manager to contract with Computer Courage, Inc. to rebuild and redesign the website.

Discussion

Staff has been working closely with Computer Courage on design of the new website and on populating the content. At the Financial Management Committee Meeting, staff plans to walk the Committee through the current draft version of the website and invite feedback. A screen shot of the home page is shown below, and the test site can be found here: <http://ebda2019.staging.wpengine.com/>. Staff has been trained by Computer Courage on the back-end management of the new Word Press site and is currently working on updates and additions. Following any revisions suggested by the Committee, the new website can go live in the coming weeks.



ITEM NO. FM7 LAVWMA NEGOTIATION KEY ISSUES

Recommendation

Provide input to staff on key issues related to negotiation of the Livermore-Amador Valley Water Management Agency (LAVWMA) agreement extension.

Background

EBDA entered into a Master Agreement with LAVWMA in April 2007 (the “Agreement”). The Agreement allows LAVWMA to discharge through EBDA’s system and lays out the conditions for such discharge. The Agreement was set to expire on January 1, 2020 concurrent with the expiration of the EBDA Joint Powers Agreement (JPA). In October 2019, the Commission adopted Resolution 19-38 extending the existing Agreement through June 30, 2020 to allow time for negotiation of new terms following JPA approval.

Discussion

The MAC has begun discussing terms for the Agreement, and negotiations with LAVWMA will commence shortly. Key issues that the Authority will be focused on include the following:

- **Capacity and Cost-sharing:** The current cost-sharing approach is laid out in Exhibit A of the Master Agreement, which is attached here. Under the existing Agreement, LAVWMA has a firm capacity of 19.72 MGD and an interruptible capacity of 21.48 MGD. LAVWMA pays 18.6% of fixed costs (which are subtracted off the top before the Member Agency shares are calculated), and they pay a share of variable costs including sodium bisulfite as a function of flow and chlorine residual. Staff and the MAC are considering the potential value of the interruptible capacity approach in the context of the JPA, and also new approaches to variable cost-sharing.
- **Infrastructure:** The current connection point is a T. Staff is looking into the reason for that configuration and whether it would be possible to reconfigure the connection so that the LAVWMA flow drafts upstream EBDA flow rather than working against it.
- **Brine:** The existing Agreement does not directly address inputs of brine or concentrate through the LAVWMA line to the EBDA system. In light of the discussion on brine that took place in the JPA negotiation, the Authority will likely want to add language that addresses this issue.

EXHIBIT "A"

1. LAVWMA shall reimburse EBDA for the costs attributable to LAVWMA's use of and capacity rights in EBDA's facilities. Said costs will be determined in accordance with the following definitions:

2. Dechlorination Costs: Dechlorination costs are those direct costs incurred by EBDA for power and chemicals used in dechlorinating LAVWMA's flows. LAVWMA's share of these costs is a function of both flow and chlorine residual. LAVWMA's percent share of these costs is determined on a monthly basis by the following formula:

$$Y = \frac{D(A \times C_A)}{(B \times C_B)} \times 100 \quad \text{where}$$

- Y = LAVWMA's percentage of Dechlorination Costs
- D = Total cost of power and chemicals for dechlorination
- A = LAVWMA reported effluent flow
- C_A = Arithmetic mean of residual chlorine concentration in mg/L of LAVWMA discharge to EBDA system
- B = Total flow through dechlorination station
- C_B = Arithmetic mean of residual chlorine concentration in mg/L of total flow through dechlorination station

3. Fixed Costs: As defined by EBDA's Second Amended Joint Exercise of Powers Agreement, "Fixed Costs include all Operation and Maintenance costs not defined below as 'Variable Costs'." Fixed costs shall be apportioned to LAVWMA according to the following schedule:

| Date | LAVWMA's Range of PWWFs, MGD | Fixed Cost Percentage |
|--|------------------------------|-----------------------|
| Effective Date of Prior Agreements to 12/31/99 | ≤ 21.00 | 11.03% |
| 1/1/2000 to 12/31/2004 | ≥ 21.01 to ≤ 25.04 | 12.82% |
| 1/1/2005 to 12/31/2010 | ≥ 25.05 to ≤ 29.08 | 14.46% |
| 1/1/2011 to 12/31/2014 | ≥ 29.09 to ≤ 33.12 | 15.97% |
| 1/1/2015 to 12/31/2019 | ≥ 33.13 to ≤ 37.16 | 17.34% |
| 1/1/2020 and beyond | ≥ 37.17 to ≤ 41.20 | 18.60% |

- 3.1 For any given month, should LAVWMA's peak wet weather flow exceed the values in the table, then the fixed cost percentage associated with the

PWWF in the table shall apply. As an example, on March 15, 2012, if LAVWMA's PWWF is 34.25 MGD, then LAVWMA's Fixed Cost Percentage for that month shall be 17.34%.

- 3.2 For any given month, should LAVWMA's peak wet weather flow exceed 41.20 MGD, then the Fixed Cost Percentage (F) shall be determined by the following formulae:

$$F = F_A + F_I$$

$$F_A = C_F/E + [C_F/E(C_I/E - C_I/E\{1-D_R\})]$$

$$F_I = (C_I/E)(1-D_R) \quad \text{where,}$$

F_A = Adjusted Firm Capacity Percentage

F_I = Adjusted Interruptible Capacity Percentage

C_F = LAVWMA's Firm Capacity of 19.72 MGD

C_I = LAVWMA's Interruptible Capacity, where $C_I = P - C_F$

P = LAVWMA's Peak Wet Weather Flow for the Month

E = EBDA's Effective Design Capacity, where $E = 189.12 + P - C_F$

D_R = LAVWMA's Maximum Discount Rate of 10.47%

Example, if LAVWMA's peak wet weather flow for the month is 45 MGD, then:

$$F = 9.31\% + 10.56\% = 19.87\%$$

In addition, LAVWMA shall pay a 10% penalty on the total fixed costs for the month as determined by the above formulae.

- 3.3 Should LAVWMA's peak wet weather flow exceed 41.20 MGD in any two months during a twelve consecutive month period, then the higher percentage calculated in 3.2 above shall apply to all fixed costs for the next twelve month period.
- 3.4 A new maximum peak wet weather flow figure and associated fixed cost percentage shall be established should LAVWMA's peak wet weather flow exceed 41.20 MGD under any of the following conditions:
- 3.4.1 Any three months during a twelve consecutive month period.
- 3.4.2 Any four months during a twenty-four consecutive month period.
- 3.4.3 Three or more days during any 30 consecutive day period.

- 3.5 The new fixed cost percentage shall be determined by the formula in 3.2 above, where a new D_R is determined by the following formula:

$$D_R = \frac{P_N - 19.72}{51.28} \times 25.00\%$$

where, P_N = the peak wet weather flow determined from 3.4, above.

4. Variable Costs: As defined by EBDA's Second Amended Joint Exercise of Powers Agreement, "Variable Costs shall be deemed to be costs of energy used for pumping, chemical costs used in operation of the Joint Facilities and maintenance and repair charges incurred in the operation and maintenance of the system." LAVWMA's variable cost rate percentage shall be determined on a monthly basis and shall be determined by the following formula: $(A \div B) \times 100$, where A and B are as defined above. This percentage shall not be used in LAVWMA's costs for power and chemicals for dechlorination as defined by Dechlorination Costs above.
5. Capital Project and R&R Fund Costs Capital Project Costs shall be charged according to the Fixed Cost Percentage described in Number 3, above.
6. LAVWMA Participation in EBDA Programs LAVWMA shall be responsible for percent costs as defined above in the following EBDA Fiscal Year Programs:

Program 12 06 General Administration - includes all costs associated with the overall administration and management of EBDA's ongoing business operations as a wastewater management agency.

Program 12 10 Outfall and Forcemains - for LAVWMA shall include all costs associated with the forcemain between the Oro Loma Pump Station and the Marina Dechlorination Facility, the forcemain between the San Leandro Pump Station, and the Bay Outfall.

Program 12 12 San Leandro Pump Station - includes all costs associated with the operation and maintenance of the facility.

Program 12 14 Marina Dechlorination Facility - includes all costs associated with the operation and maintenance of the facility.

Program 12 16 Oro Loma Pump Station - includes all costs associated with the operation and maintenance of the facility.

Program 12 21 Bay & Effluent Monitoring - includes all costs associated with required NPDES laboratory analysis, receiving water monitoring, and reporting.

Special Projects - LAVWMA shall participate in other projects that are directly related to the interests of LAVWMA as agreed upon by the General Managers of EBDA and LAVWMA. Such projects may be required by the RWQCB or may be of mutual benefit. Cost sharing for LAVWMA may be based on one of the above definitions, if appropriate, or by some other mutually agreed upon basis.

7. Manner of Payment of Costs: EBDA shall submit to LAVWMA by May 1 of each year, a detailed estimate of LAVWMA's share of above noted costs for the next fiscal year, July 1 through June 30. EBDA shall adopt its budget by June 1 preceding each fiscal year and shall submit a copy of the adopted budget to LAVWMA immediately upon adoption. LAVWMA shall include in its budget said estimated costs for each fiscal year and submit a copy of its budget to EBDA immediately upon adoption. In the event actual costs are greater than those budgeted, EBDA shall advise LAVWMA of the projected costs, justification, and revised estimate of additional funds needed, at least two (2) months prior to the anticipated date of reaching LAVWMA's budget limitation. LAVWMA shall make such arrangements as necessary for reimbursing the actual costs incurred.

8. EBDA Shall invoice LAVWMA on a quarterly basis for all non-capital estimated fiscal year budget costs. Following the close of the fiscal year, EBDA shall issue a final invoice for actual fiscal year costs including actual costs for capital and renewal-replacement projects. LAVWMA shall make payment within thirty (30) days of receipt of said invoice from EBDA. Should LAVWMA be due a credit for actual fiscal year costs EBDA, may, at its discretion deduct said credit from the next quarterly invoice.