



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

*A Joint Powers Public Agency*

NOTICE: Pursuant to the Governor's Executive Orders N-25-20 and N-29-20, the Commission meeting scheduled below will be accessible via Zoom video conferencing. Members of the public may participate in the meeting through the Zoom platform or phone number below.

- Zoom link: <https://us02web.zoom.us/j/88436990732>
- Telephone dial-in: 1(669) 900-6833, meeting ID #884 3699 0732

## COMMISSION MEETING AGENDA

Thursday, March 18, 2021

9:30 A.M.

EAST BAY DISCHARGERS AUTHORITY  
2651 Grant Avenue  
San Lorenzo, CA 94580

1. Call to Order
2. ~~Pledge of Allegiance~~ (Deferred Due to Remote Meeting)
3. Roll Call
4. Public Forum

## CONSENT CALENDAR

- |        |   |
|--------|---|
| MOTION | 5. Commission Meeting Minutes of February 18, 2021                      |
|        | 6. List of Disbursements for February 2021 – See Item FM4               |
|        | 7. Treasurer's Report for February 2021 – See Item FM5                  |
|        | 8. Second Quarter Expense Summary, Fiscal Year 2020/2021 – See Item FM6 |

## REGULAR CALENDAR

- |             |   |
|-------------|---|
| INFORMATION | 9. General Manager's Report<br>(The General Manager will report on EBDA issues.)                        |
| INFORMATION | 10. Report from the Managers Advisory Committee<br>(The General Manager will report on the meeting.)    |
| INFORMATION | 11. Report from the Financial Management Committee<br>(The General Manager will report on the meeting.) |
| INFORMATION | 12. Report from the Regulatory Committee<br>(The General Manager will report on the meeting.)           |

Agenda Explanation  
East Bay Dischargers Authority  
Commission Agenda  
March 18, 2021

- INFORMATION 13. Report from the Operations & Maintenance Committee**  
(The General Manager will report on the meeting.)
- RESOLUTION 14. Resolution to Approve Revisions to the Authority's Classification Plan**  
(The Commission will consider the resolution.)
- INFORMATION 15. Items from the Commission and Staff**  
(The Commission and staff may address items of general interest.)
- 16. 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 [juanita@ebda.org](mailto:juanita@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 Commission meeting will be held  
Thursday, April 15, 2021 at 9:30 a.m.**

## GLOSSARY OF ACRONYMS

<b>ACWA</b>	Association of California Water Agencies	<b>DSRSD</b>	Dublin San Ramon Services District
<b>AQPI</b>	Advanced Quantitative Precipitation Information	<b>DTSC</b>	Department of Toxic Substances Control
<b>AMP</b>	Asset Management Plan	<b>EBDA</b>	East Bay Dischargers Authority
<b>ANPRM</b>	Advanced Notice of Proposed Rulemaking	<b>EBRPD</b>	East Bay Regional Park District
<b>BAAQMD</b>	Bay Area Air Quality Management District	<b>EIS/EIR</b>	Environmental Impact Statement/Report
<b>BACC</b>	Bay Area Chemical Consortium	<b>EPA</b>	United States Environmental Protection Agency
<b>BACWA</b>	Bay Area Clean Water Agencies	<b>FOG</b>	Fats, Oils and Grease
<b>BPA</b>	Basin Plan Amendment	<b>GASB</b>	Government Accounting Standards Board
<b>BCDC</b>	Bay Conservation and Development Commission	<b>HEPS</b>	Hayward Effluent Pump Station
<b>BOD</b>	Biochemical Oxygen Demand	<b>JPA</b>	Joint Powers Agreement
<b>CARB</b>	California Air Resources Board	<b>LAVWMA</b>	Livermore-Amador Valley Water Management Agency
<b>CASA</b>	California Association of Sanitation Agencies	<b>LOCC</b>	League of California Cities
<b>CBOD</b>	Carbonaceous Biochemical Oxygen Demand	<b>MAC</b>	Managers Advisory Committee
<b>CDFA</b>	CA Department of Food & Agriculture	<b>MCC</b>	Motor Control Center
<b>CEC</b>	Compound of Emerging Concern	<b>MCL</b>	Maximum Contaminant Level
<b>CEQA</b>	California Environmental Quality Act	<b>MDF</b>	Marina Dechlorination Facility
<b>CFR</b>	Code of Federal Regulations	<b>MG</b>	Million Gallons
<b>CMMS</b>	Computerized Maintenance Management System	<b>MGD</b>	Million Gallons per Day
<b>COH</b>	City of Hayward	<b>MMP</b>	Mandatory Minimum Penalty
<b>CPUC</b>	California Public Utilities Commission	<b>MOU</b>	Memorandum of Understanding
<b>CSL</b>	City of San Leandro	<b>MSS</b>	Mixed Sea Salt
<b>CTR</b>	California Toxics Rule	<b>N</b>	Nitrogen
<b>CVCWA</b>	Central Valley Clean Water Association	<b>NACWA</b>	National Association of Clean Water Agencies
<b>CVSAN</b>	Castro Valley Sanitary District	<b>NBS</b>	Nature-Based Solutions
<b>CWA</b>	Clean Water Act	<b>NGO</b>	Non-Governmental Organization
<b>CWEA</b>	CA Water Environment Association	<b>NOX</b>	Nitrogen Oxides
<b>DO</b>	Dissolved Oxygen	<b>NPDES</b>	National Pollutant Discharge Elimination System
<b>DPR</b>	Department of Pesticide Regulation	<b>NPS</b>	Non-Point Source

## GLOSSARY OF ACRONYMS

<b>O&amp;M</b>	Operations & Maintenance	<b>SSO</b>	Sanitary Sewer Overflow
<b>OLEPS</b>	Oro Loma Effluent Pump Station	<b>SWRCB</b>	State Water Resources Control Board
<b>OLSD</b>	Oro Loma Sanitary District	<b>TDS</b>	Total Dissolved Solids
<b>OMB</b>	Office of Management and Budget	<b>TMDL</b>	Total Maximum Daily Load
<b>P</b>	Phosphorous	<b>TN</b>	Total Nitrogen
<b>PAHs</b>	Polynuclear Aromatic Hydrocarbons	<b>TP</b>	Total Phosphorus
<b>PCBs</b>	Polychlorinated Biphenyls	<b>TRC</b>	Total Residual Chlorine
<b>PLC</b>	Programmable Logic Controller	<b>TSO</b>	Time Schedule Order
<b>PFAS</b>	Per and Polyfluoroalkyl Substances	<b>TSS</b>	Total Suspended Solids
<b>POTW</b>	Publicly Owned Treatment Works	<b>UEPS</b>	Union Effluent Pump Station
<b>PPCPs</b>	Pharmaceutical and Personal Care Products	<b>USD</b>	Union Sanitary District
<b>QA/QC</b>	Quality Assurance / Quality Control	<b>UV</b>	Ultraviolet Treatment
<b>Region IX</b>	Western Region of EPA (CA, AZ, NV & HI)	<b>VFD</b>	Variable Frequency Drive
<b>ReNUWit</b>	Re-Inventing the Nation's Urban Water Infrastructure Engineering Research Center	<b>VOCs</b>	Volatile Organic Compounds
<b>RFP</b>	Request For Proposals	<b>WAS</b>	Waste Activated Sludge
<b>RFQ</b>	Request For Qualifications	<b>WDR</b>	Waste Discharge Requirements
<b>RMP</b>	Regional Monitoring Program	<b>WEF</b>	Water Environment Federation
<b>RO</b>	Reverse Osmosis	<b>WET</b>	Whole Effluent Toxicity or Waste Extraction Test
<b>RWB</b>	Regional Water Board	<b>WIN</b>	Water Infrastructure Network
<b>RWQCB</b>	Regional Water Quality Control Board	<b>WLA</b>	Waste Load Allocation (point sources)
<b>SBS</b>	Sodium Bisulfite	<b>WPCF</b>	Water Pollution Control Facility
<b>SCADA</b>	Supervisory Control and Data Acquisition	<b>WQBEL</b>	Water Quality Based Effluent Limitation
<b>SCAP</b>	Southern California Alliance of POTWs	<b>WQS</b>	Water Quality Standards
<b>SEP</b>	Supplementary Environmental Project	<b>WRDA</b>	Water Resource Development Act
<b>SFEI</b>	San Francisco Estuary Institute	<b>WRF</b>	Water Research Foundation
<b>SLEPS</b>	San Leandro Effluent Pump Station	<b>WWTP</b>	Wastewater Treatment Plant
<b>SRF</b>	State Revolving Fund	<b>WWWIFA</b>	Water and Wastewater Infrastructure Financing Agency
<b>SSMP</b>	Sewer System Management Plan		

## **CONSENT CALENDAR**

Consent calendar items are typically routine in nature and are considered for approval by the Commission with a single action. The Commission may remove items from the Consent Calendar for discussion. Items on the Consent Calendar are deemed to have been read by title. Members of the public who wish to comment on Consent Calendar items may do so during Public Forum.

- Item No. 5 Commission Meeting Minutes of February 18, 2021**
- Item No. 6 List of Disbursements for February 2021 – See Item FM4**
- Item No. 7 Treasurer’s Report for February 2021 – See Item FM5**
- Item No. 8 Second Quarter Expense Summary, FY 2020/2021 – See Item FM6**

## **Recommendation**

Approve Consent Calendar

**ITEM NO. 5 COMMISSION MEETING MINUTES OF FEBRUARY 18, 2021**

**1. Call to Order**

Chair Johnson called the telephonic meeting to order pursuant to the Governor's Executive Order N-25-20 at 9:32 A.M. on Thursday, February 18, 2021. Dial-in information for the meeting was provided in the agenda for public attendees.

**2. Pledge of Allegiance – Deferred**

**3. Roll Call**

Present:	Jennifer Toy	Union Sanitary District
	Rita Duncan	Oro Loma Sanitary District
	Pauline Russo Cutter	City of San Leandro
	Sara Lamnin	City of Hayward
	Ralph Johnson	Castro Valley Sanitary District

Absent: None

Attendees:	Jacqueline Zipkin	East Bay Dischargers Authority
	Howard Cin	East Bay Dischargers Authority
	Juanita Villasenor	East Bay Dischargers Authority
	Eric Casher	Legal Counsel East Bay Dischargers Authority
	Anjali Lathi	Union Sanitary District
	Paul Eldredge	Union Sanitary District
	Jason Warner	Oro Loma Sanitary District
	Hayes Morehouse	City of San Leandro
	Alex Ameri	City of Hayward
	David Donovan	City of Hayward
	Roland Williams	Castro Valley Sanitary District

**4. Public Forum**

No member of the public requested to address the Commission at the meeting.

**C O N S E N T C A L E N D A R**

**5. Commission Meeting Minutes of January 21, 2021**

**6. List of Disbursements for January 2021**

**7. Treasurer's Report for January 2021**

Commissioner Cutter moved to approve the consent calendar. The motion was seconded by Commissioner Toy and carried unanimously 5-0, by roll call vote.

Ayes:	Commissioners Toy, Duncan, Cutter, Lamnin, Chair Johnson
Noes:	None
Absent:	None
Abstain:	None

## **REGULAR CALENDAR**

### **8. General Manager's Report**

The General Manager (GM) advised the Commission of the passing of Mr. Ron Weiser, a former O&M Manager of EBDA. The GM also advised that EBDA's Cal OES grant application for the OLEPS Generator Replacement project was unsuccessful.

### **9. Report from the Managers Advisory Committee (MAC)**

The GM reported that the MAC began a discussion on developing a Reserve Policy for EBDA.

### **10. Motion to Approve the EBDA-LAVWMA Amended Master Agreement**

Commissioner Cutter moved to approve the motion. The motion was seconded by Commissioner Lamnin and carried unanimously, 5-0 by roll call vote.

Ayes: Commissioners Toy, Duncan, Cutter, Lamnin, Chair Johnson  
Noes: None  
Absent: None  
Abstain: None

### **11. Report from the Financial Management Committee**

The GM reported on the Financial Management Committee, which met on February 16, 2021, noting the Committee's review of the State Controller's Financial Transaction Report, January's List of Disbursements, and Treasurer's Report.

### **12. Resolution Approving Revisions to the Authority's Records Management Policy and Retention Schedule**

Commissioner Toy moved to adopt the resolution. The resolution was seconded by Commissioner Duncan and carried unanimously, 5-0 by roll call vote.

Ayes: Commissioners Toy, Duncan, Cutter, Lamnin, Chair Johnson  
Noes: None  
Absent: None  
Abstain: None

### **13. Motion Authorizing the General Manager to Execute an Agreement with Cargill for CEQA Analysis**

Commissioner Lamnin moved to approve the motion. The motion was seconded by Commissioner Cutter and carried unanimously, 5-0 by roll call vote.

Ayes: Commissioners Toy, Duncan, Cutter, Lamnin, Chair Johnson  
Noes: None  
Absent: None  
Abstain: None

### **14. Report from the Operations and Maintenance Committee**

The O&M Manager reported on the Operations and Maintenance Committee, which met on February 16, 2021, and discussed the status of EBDA facilities. The O&M Manager reviewed NPDES compliance data and provided an overview of current projects. The O&M Manager reported that the Member Agencies stayed below the JPA maximum flows, and it was necessary to operate one OLEPS diesel pump for approximately 5 hours during the recent wet weather events. The GM provided an update on COVID-19 safety and wastewater-based epidemiology.

The GM provided an update on the Cargill Brine Project due diligence phase. Staff thanked the San Leandro crew for their assistance with the recent shutdown to take core samples from the force main to assess corrosion vulnerability. The GM reported that the agreement with American Tower for lease of the AQPI Project East Bay radar site is still being negotiated and is anticipated to be on the Sonoma County Water Agency calendar in April.

**15. Motion Authorizing the General Manager to Execute Amendment to Work Order No. 1, Work Order No. 2, and Work Order No. 3 with Carollo Engineers, Inc. for Engineering Services, for a Total Contract Amount of \$105,626**

Commissioner Cutter moved to approve the motion. The motion was seconded by Commissioner Duncan and carried unanimously, 5-0 by roll call vote.

Ayes: Commissioners Toy, Duncan, Cutter, Lamnin, Chair Johnson  
Noes: None  
Absent: None  
Abstain: None

**16. Report from the Personnel Committee**

The GM reported on the Personnel Committee, which met on February 12, 2021, and discussed the draft Classification Plan, FY 2021/2022 wage and benefit assumptions, and the Commission Chair Rotation Policy. Staff was directed to consider additional benchmarking for salary and title for the proposed Administrative Technician position. A revised Classification Plan will be brought to the Commission in March. The Commission decided to retain the current Commission Chair Rotation Policy as prescribed in the Amended and Restated Joint Powers Agreement.

**19. Items from Commission and Staff**

The Commission Chair moved to take Item No. 19 out of order. Staff expressed that it is a pleasure to work for the GM. Commissioner Lamnin reported that the Hayward Regional Shoreline Adaptation Master Plan has been approved by the City of Hayward.

**17. Closed Session**

The Commission entered into closed session at 11:05 a.m. to discuss the General Manager's annual performance evaluation.

**18. Reconvene Open Session**

The Commission reconvened open session at 11:33 a.m. The Commission Chair



reported that the General Manager received an excellent performance review and the Commission approves a salary step increase.

**20. Adjournment**

Chair Johnson adjourned the meeting at 11:34 A.M.

**ITEM NO. 9 GENERAL MANAGER'S REPORT**

The General Manager will discuss items of interest concerning EBDA.

**ITEM NO. 10 REPORT FROM THE MANAGERS ADVISORY COMMITTEE**

**MANAGERS ADVISORY COMMITTEE  
AGENDA**

**Thursday, March 11, 2021**

**1:30 P.M.**

**Via Zoom**

- 1. Brine Project Updates and Discussion**
- 2. Reserve Policy Discussion**
- 3. Disinfection Master Plan**
- 4. RRF Preliminary Project List for FY 2021/2022**
- 5. EBDA Commission Package**
  - Finance
  - Regulatory
  - O&M
- 6. COVID Response and Wastewater-based Epidemiology**
- 7. EBDA Managers Round Robin**



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- Zoom link: <https://us02web.zoom.us/j/82767621599>
- Telephone dial-in: 1(669) 900-6833, meeting ID #827 6762 1599

### **ITEM NO. 11**

## **FINANCIAL MANAGEMENT COMMITTEE AGENDA**

**Tuesday, March 16, 2021**

**10:30 A.M.**

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

**Committee Members: Toy (Chair); Duncan**

- FM1. Call to Order**
- FM2. Roll Call**
- FM3. Public Forum**
- FM4. List of Disbursements for February 2021**  
(The Committee will review the List of Disbursements for the month of February 2021.)
- FM5. Treasurer's Report for February 2021**  
(The Committee will review the Treasurer's Report for the month of February 2021.)
- FM6. Second Quarter Expense Summary, Fiscal Year 2020/2021**  
(The Committee will review the second quarter expenses for Fiscal Year 2020/2021.)
- FM7. Pooled Liability Program Renewal**  
(The Committee will be updated on EBDA's pooled liability insurance costs.)
- FM8. Banking Alternatives**  
(The Committee will be updated on staff's analysis of banking options.)
- FM9. CERBT Fund Status Update**  
(The Committee will review the status of the Authority's OPEB trust.)

**FM10. Preliminary Budget Considerations**

(The Committee will discuss options related to budget planning.)

**FM11. Adjournment**

Any member of the public may address the Committee at the commencement of the meeting on any matter within the jurisdiction of the Committee. This should not relate to any item on the agenda. Each person addressing the Committee should 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 Committee on any agenda item should do so at the time the item is considered. Oral comments should be limited to three minutes per individual or ten minutes for an organization. Speaker's cards will be available and are to be completed prior to speaking.

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**The next Financial Management Committee meeting is scheduled on  
Tuesday, April 13, 2021 at 10:30 a.m.**

**ITEM NO. FM4 LIST OF DISBURSEMENTS FOR FEBRUARY 2021**

The itemized List of Disbursements for the month of February 2021 totaled \$254,954.37.

Reviewed and Approved by:

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Jennifer Toy, Chair	Date
Financial Management Committee	

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Jacqueline T. Zipkin	Date
Treasurer	

**EAST BAY DISCHARGERS AUTHORITY**  
**Cash Disbursement**  
**February 2021**

**CHECKS (SORTED BY AMOUNT)**

Check #	Payment Date	Invoice #	Vendor Name	Description	Invoice Amount	Disbursement Amount
25053	2/12/2021	381336	CITY OF SAN LEANDRO	O&M - DEC	37,439.74	37,439.74
25071	2/26/2021	002696	UNION SANITARY DISTRICT	O&M - JAN	21,678.24	21,678.24
25055	2/12/2021	002696	UNION SANITARY DISTRICT	O&M - DEC	17,337.02	17,337.02
25069	2/26/2021	6411	ORO LOMA SANITARY DISTRICT	O&M - JAN	13,313.51	13,313.51
25079	2/26/2021	0195048	CAROLLO ENGINEERS	ENGINEERING SERVICES - BRINE PROJECT DEVELOPMENT	9,823.50	9,823.50
25075	2/26/2021	48420	CALCON	COMMUNICATION SYSTEM UPGRADE	3,230.80	9,612.06
25075	2/26/2021	48326	CALCON	OPS CENTER SERVICE CALLS	2,371.56	
25075	2/26/2021	48327	CALCON	SKYWEST SERVICE CALLS	1,990.27	
25075	2/26/2021	48328	CALCON	OPS CENTER SERVICE CALLS	1,286.96	
25075	2/26/2021	48322	CALCON	MDF SERVICE CALLS	732.47	
25064	2/12/2021	11398136	BROWN & CALDWELL	ENGINEERING SERVICES - BRINE ASSESSMENT	8,716.60	8,716.60
25076	2/26/2021	Nov-20	DEBORAH QUINN	ACCOUNTING SERVICES - NOV	7,569.38	7,569.38
25074	2/26/2021	92031158	BLACKBAUD	ACCOUNTING SOFTWARE SUBSCRIPTION RENEWAL	6,599.36	6,599.36
25084	2/26/2021	48960342	UNIVAR	SODIUM BISULFITE - DELIVERED 02/15/2021	5,840.64	5,840.64
25062	2/12/2021	48942457	UNIVAR	SODIUM BISULFITE - DELIVERED 02/02/2021	5,440.30	5,440.30
25082	2/26/2021	2021010286	MEYERS NAVE	LEGAL SERVICES - JAN	2,984.46	3,787.86
25082	2/26/2021	2021010287	MEYERS NAVE	LEGAL SERVICES - BRINE PROJECT	803.40	
25085	2/26/2021	2/11/2021	AZYURA	WATERBITS LICENSING AND SMR/EDMR REPORTING SERVICES	3,750.00	3,750.00
25080	2/26/2021	1567775	ALLIANT INSURANCE	PUBLIC OFFICIAL BOND - ZIPKIN	2,188.00	2,188.00
25052	2/12/2021	483947	VANTAGEPOINT	ICMA DEFERRED COMPENSATION FOR PAY PERIOD ENDED 02/15/2021	1,917.94	1,917.94
25068	2/26/2021	491402	VANTAGEPOINT	ICMA DEFERRED COMPENSATION FOR PAY PERIOD ENDED 02/28/2021	1,917.94	1,917.94
25078	2/26/2021	00013.11-3	LARRY WALKER ASSOCIATES	PROFESSIONAL SERVICES - WORK ORDER NO. 2	1,562.50	1,562.50
25070	2/26/2021	52205708	CITY OF HAYWARD	BENEFIT PREMIUMS - FEB	1,330.77	1,330.77
25086	2/26/2021	618694	CALTEST	LAB TESTING SERVICES - JAN	864.90	864.90
25061	2/12/2021	4246044555687620	US BANK	PURCHASING CARD EXPENSES	853.15	853.15
25083	2/26/2021	39153	BA MORRISON	HVAC SERVICE	800.00	800.00
25054	2/12/2021	380711	CITY OF SAN LEANDRO	ANNUAL HAZARDOUS MATERIALS & WASTE FEE FOR MDF	697.00	697.00
25058	2/12/2021	1746192-20	SCIF	WORKERS COMPENSATION PREMIUM - FEB	631.25	631.25
25065	2/12/2021	Jan-21	EVERARDO OROZCO LANDSCAPE MANAGEMENT	LANDSCAPING SERVICES - JAN	375.00	375.00
25057	2/12/2021	510 278-5910	AT&T	TELEPHONE SERVICE - ADMIN BUILDING	332.13	332.13
25066	2/12/2021	46993	COMPUTER COURAGE	WEBSITE HOSTING - FEB	150.00	286.95
25066	2/12/2021	47133	COMPUTER COURAGE	GENERAL WEBSITE UPDATES	136.95	
25072	2/26/2021	510-483-0439	AT&T	TELEPHONE SERVICE - MDF	197.71	197.71
25059	2/12/2021	9872397454	VERIZON WIRELESS	WIRELESS PHONE SERVICES	182.13	182.13

**EAST BAY DISCHARGERS AUTHORITY**  
**Cash Disbursement**  
**February 2021**

Check #	Payment Date	Invoice #	Vendor Name	Description	Invoice Amount	Disbursement Amount
25081	2/26/2021	13623	TOWN & COUNTRY	JANITORIAL SERVICES - FEB	165.00	165.00
25056	2/12/2021	44777800001	EBMUD	WATER & SEWER, ADMIN NOV-JAN	144.75	144.75
25073	2/26/2021		CSMFO	ANNUAL MEMBERSHIP DUES	110.00	110.00
25060	2/12/2021	0035	ALAMEDA COUNTY EMA	MEMBERSHIP DUES FY 2020/2021	100.00	100.00
25087	2/26/2021	3193940	CALTRONICS	COPIER USAGE 01/18 - 02/17/2021	59.75	59.75
25063	2/12/2021	EBD3068	ALPHA ANALYTICAL LABORATORIES	LAB SAMPLES - JAN	55.00	55.00
25067	2/12/2021	039231690X210201	DIRECTV	AT&T BUNDLE DISCOUNT	36.99	36.99
25077	2/26/2021	9873174422	VERIZON WIRELESS	MODEM FOR SCADA 01/11 - 2/10/2021	22.70	22.70
<b>TOTAL CHECK PAYMENTS</b>						<b>165,739.77</b>
<b>ELECTRONIC PAYMENTS</b>						
	2/2/2021	100000016260801	CALPERS	PENSION CONTRIBUTION, CLASSIC 01/16 - 31/2021	4,355.14	4,355.14
	2/2/2021	5105948980-0	PG&E	GAS & ELECTRIC SERVICE	32,914.96	32,914.96
	2/5/2021	100000016304887	CALPERS	HEALTH PREMIUMS - FEB	6,582.81	6,582.81
	2/17/2021	100000016289900	CALPERS	PENSION CONTRIBUTION, CLASSIC 02/01 - 15/2021	4,355.14	4,355.14
			WELLS FARGO	CLIENT ANALYSIS SERVICE CHARGE	87.87	87.87
<b>TOTAL ELECTRONIC PAYMENTS</b>						<b>48,295.92</b>
<b>PAYROLL</b>						
	2/28/2021		ADP, LLC	PAYROLL PERIOD: 02/16-28/2021	21,653.38	21,653.38
	2/15/2021		ADP, LLC	PAYROLL PERIOD: 02/01-15/2021	19,072.60	19,072.60
	2/5/2021	573508431	ADP, LLC	PAYROLL FEES, PERIOD: 01/16-31/2021	85.60	85.60
	2/19/2021	574428790	ADP, LLC	PAYROLL FEES, PERIOD: 02/01-15/2021	72.35	72.35
	2/25/2021	574558873	ADP, LLC	PAYROLL FEES, PERIOD: 2020 YEAR END	34.75	34.75
<b>TOTAL PAYROLL</b>						<b>40,918.68</b>
<b>TOTAL DISBURSEMENTS</b>						<b>254,954.37</b>

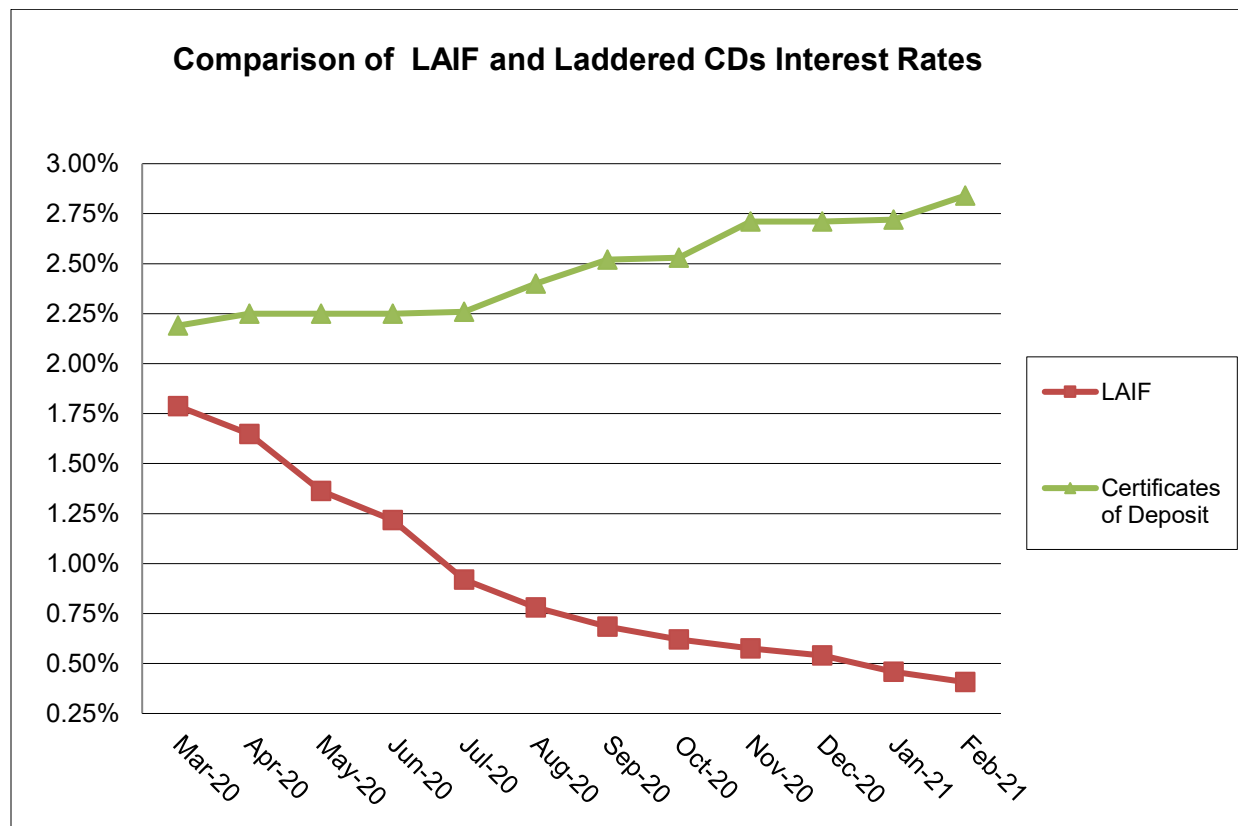
**ITEM NO. FM5 TREASURER'S REPORT FOR FEBRUARY 2021**

The beginning cash balance on February 1, 2021 was \$3,248,162.49. The ending cash balance on February 28, 2021 was \$3,196,128.28. Total receipts for the month were \$202,920.16 and disbursements totaled \$254,954.37.

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

Current market value of EBDA's CD investment portfolio is \$151,361.97. The average annual yield of the CDs is 2.84%. EBDA's LAIF balance is \$2,254,438.51 and the interest rate for February was 0.41%.

**Approval is recommended.**





**EAST BAY DISCHARGERS AUTHORITY**  
**TREASURER'S REPORT**  
FEBRUARY 28, 2021

FUND	DESCRIPTION	BEGINNING CASH BALANCE	DEBITS (INCREASE)	CREDITS (DECREASE)	ENDING CASH BALANCE
12	OPERATIONS & MAINTENANCE	970,787.29	157,960.07	226,263.00	902,484.36
13	PLANNING & SPECIAL STUDIES	(52,005.95)	44,329.22	22,926.92	(30,603.65)
14	RECLAMATION O & M (SKYWEST)	137,422.80		2,533.65	134,889.15
31	RENEWAL & REPLACEMENT	2,191,958.35	630.87	3,230.80	2,189,358.42
TOTALS		3,248,162.49	202,920.16	254,954.37	3,196,128.28

Feb-21  
3/10/21

## SUPPLEMENTAL TREASURERS REPORT

DATE	TRANSACTION	RECEIPT	DISBURSEMENT CHECKING	DISBURSEMENT PAYROLL	PAYROLL TRANSFER	LAIF TRANSFER	CD TRANSFER	CD INTEREST & EXPENSES	WELLS FARGO CHECKING BALANCE	WELLS FARGO PAYROLL BALANCE	LAIF BALANCE	WELLS FARGO CERTIFICATES OF DEPOSIT	TOTAL CASH
02/01/21	BALANCE								831,553.70	10,331.26	2,254,438.51	151,839.02	3,248,162.49
02/02/21	ELECTRONIC BILL PAY		32,914.96						798,638.74	10,331.26	2,254,438.51	151,839.02	3,215,247.53
02/02/21	ELECTRONIC BILL PAY		4,355.14						794,283.60	10,331.26	2,254,438.51	151,839.02	3,210,892.39
02/02/21	DEPOSIT - OLSD	191,352.29							985,635.89	10,331.26	2,254,438.51	151,839.02	3,402,244.68
02/05/21	ELECTRONIC BILL PAY		6,582.81						979,053.08	10,331.26	2,254,438.51	151,839.02	3,395,661.87
02/05/21	PAYROLL FEES			85.60					979,053.08	10,245.66	2,254,438.51	151,839.02	3,395,576.27
02/08/21	PAYROLL TRANSFER				20,000.00				959,053.08	30,245.66	2,254,438.51	151,839.02	3,395,576.27
02/08/21	INTEREST	630.14						630.14	959,053.08	30,245.66	2,254,438.51	152,469.16	3,396,206.41
02/11/21	ANALYSIS FEE		87.87						958,965.21	30,245.66	2,254,438.51	152,469.16	3,396,118.54
02/11/21	PAYROLL			19,072.60					958,965.21	11,173.06	2,254,438.51	152,469.16	3,377,045.94
02/12/21	DISBURSEMENT		74,545.95						884,419.26	11,173.06	2,254,438.51	152,469.16	3,302,499.99
02/17/21	ELECTRONIC BILL PAY		4,355.14						880,064.12	11,173.06	2,254,438.51	152,469.16	3,298,144.85
02/19/21	PAYROLL FEES			72.35					880,064.12	11,100.71	2,254,438.51	152,469.16	3,298,072.50
02/22/21	PAYROLL TRANSFER				20,000.00				860,064.12	31,100.71	2,254,438.51	152,469.16	3,298,072.50
02/22/21	DEPOSIT - CSRMA	10,937.00							871,001.12	31,100.71	2,254,438.51	152,469.16	3,309,009.50
02/25/21	PAYROLL FEES			34.75					871,001.12	31,065.96	2,254,438.51	152,469.16	3,308,974.75
02/25/21	PAYROLL			21,653.38					871,001.12	9,412.58	2,254,438.51	152,469.16	3,287,321.37
02/26/21	DIVIDEND	0.73						0.73	871,001.12	9,412.58	2,254,438.51	152,469.89	3,287,322.10
02/26/21	DISBURSEMENT		91,193.82						779,807.30	9,412.58	2,254,438.51	152,469.89	3,196,128.28
TOTAL		202,920.16	214,035.69	40,918.68	40,000.00	-	-	630.87					
CURRENT BALANCE									779,807.30 <sup>①</sup>	9,412.58 <sup>②</sup>	2,254,438.51 <sup>③</sup>	152,469.89 <sup>④</sup>	3,196,128.28
Reconciliation													
①	Per Bank Statement @02/28/21	\$ 873,798.19											
	Less: Outstanding Checks	93,990.89											
		\$ 779,807.30											
②	Per Bank Statement @ 02/28/21	\$ 9,412.58											
③	Per LAIF Statement @ 02/28/21	\$ 2,254,438.51											
④	Per Treasurer's Report @02/28/21	\$ 152,469.89											
	Fair Market Value Increase/Decrease	(1,107.92)											
	Per Investment Statement @02/28/21	\$ 151,361.97											

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

## CD PORTFOLIO

Institution	Description	Purchase Date	Maturity Date	Estimated Annual Yield	Quantity	Current Market Value
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	2.88%	50,000	50,345.00
<b>CITIBANK NA Total</b>						50,345.00
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	2.79%	50,000	50,145.50
<b>MORGAN STANLEY BK NA Total</b>						50,145.50
<b>Grand Total</b>						100,490.50
<b>Average Estimated Annual Yield</b>						2.84%
<b>Cash &amp; Sweep Balances</b>						50,871.47
<b>Snapshot Market Value on February 28, 2021</b>						<b>151,361.97</b>

**ITEM NO. FM6 SECOND QUARTER EXPENSE SUMMARY, FY 2020/2021**

**Recommendation**

Review and approve the Second Quarter Expense Summary.

**Background**

The Second Quarter Expense Summary for FY 2020/2021 is attached for the Committee's review. Expenses are presented by Program and by Account Number. These categories have been grouped to provide an overview of Authority expenses. The tables include discussion of particular items that varied significantly (>10%) from the budget.

**Discussion**

At the end of the second quarter, EBDA's spending is exactly on budget, at 50% spent. In the first half of the year, certain fees were paid, for example BACWA membership dues. Those front-loaded expenses were offset by the lack of wet weather, resulting in the O&M Fund being 3% under budget. The Special Projects Fund appears over budget at 60% spent, but that is because certain annual fees accounted for in that fund (i.e. Nutrient Surcharge and Water Research Foundation) were also paid in the first two quarters. The Special Projects Fund is expected to revert back to budget, or possibly slightly below budget, by year end.

Though funds have been expended on brine project development, that program line item is shown as zero in the Special Studies Fund because all work is reimbursable by Cargill. The \$30,000 budgeted was to cover any non-reimbursable EBDA expenditures. The table below summarizes the invoices EBDA has issued to Cargill, covering consultant work as well as EBDA labor. To date, EBDA has received payment for invoice 3227.

Invoice Date	Invoice Number	Invoice Amount
10/30/20	3227	\$37,378.87
12/31/20	3236	\$95,322.16
02/10/21	3237	\$27,138.26
02/25/21	3238	\$100,000.00
03/03/21	3239	\$19,227.02
	Total Billed	\$279,066.31

In the FY 2021/2022 budget, staff is proposing to create a separate fund for the Cargill brine project, since it has a separate revenue source (see Item No. FM10). Staff is interested in the Committee's input on how to handle reporting on this item for the remainder of this fiscal year. Options include:

- Continue reporting Cargill expenditures separately from brine project development, as done in this report.
- Show Cargill project expenses under the brine project development program with its current budget. Note that under this approach EBDA will appear over budget since the associated revenue is not accounted for.
- Adopt a mid-year budget adjustment resolution to increase the expected budget and incorporate the revenue.

Several other issues could be addressed if the Committee were to recommend a mid-year budget adjustment:

- Update Skywest budget and revenue, accounting for reduced operations.
- Move funds set aside in Special Studies for extension of the temporary Administrative Assistant position to the O&M fund to cover labor for the new Administrative Support Specialist position.
- Present updated allocations to the Member Agencies reflecting approved Term Sheet with LAVWMA. Per the adopted LAVWMA Agreement extensions, financial terms are retroactive to July 1, 2020.

Staff is seeking Committee input on whether to bring forward a mid-year budget adjustment, or whether to continue managing to the current budget and reporting on the variances.

# East Bay Dischargers Authority

## EXPENSE SUMMARY BY PROGRAM

FY 2020/21 THROUGH DECEMBER 31, 2020 (50% of YEAR)

	YTD Expenses	Budget	Variance	% of Budget	Explanations for Variance Over 10%
<b>O&amp;M EFFLUENT DISPOSAL</b>					
General Administration	\$534,462	\$1,254,764	(\$720,302)	43%	
Outfall & Force mains	\$78,321	\$181,336	(\$103,015)	43%	
San Leandro Pump Station	\$11,368	\$0	\$11,368	100%	SLEPS is now San Leandro's responsibility, but some costs were incurred to close out projects that were initiated last fiscal year.
Marina Dechlor Facility	\$193,010	\$506,003	(\$312,993)	38%	Low due to the lack of wet weather (lower SBS use) and labor efficiencies.
Oro Loma Pump Station	\$221,771	\$463,920	(\$242,149)	48%	
Hayward Pump Station	\$70,411	\$163,336	(\$92,925)	43%	
Alvarado Pump Station	\$156,481	\$365,336	(\$208,855)	43%	
Bay & Effluent Monitoring	\$359,636	\$534,550	(\$174,914)	67%	BACWA annual dues were paid in first quarter.
<b>TOTAL O&amp;M EFFLUENT DISPOSAL</b>	<b>\$1,625,462</b>	<b>\$3,469,245</b>	<b>(\$1,843,783)</b>	<b>47%</b>	
<b>SPECIAL PROJECTS</b>					
NPDES Permit Fees	\$538,685	\$555,483	(\$16,798)	97%	Annual fee was paid in Q2.
NPDES Permit Issues	\$0	\$200,000	(\$200,000)	0%	Reserve funds in case of enforcement. In future quarters, will be used for NPDES reissuance activities.
Regional Monitoring Program	\$62,010	\$280,000	(\$217,991)	22%	Only one quarter of the annual fee was paid through Q2.
Nutrient Surcharge	\$269,479	\$269,479	\$0	100%	Annual fee was paid in first quarter.
Water Environment Research Foundation	\$23,407	\$25,000	(\$1,593)	94%	Annual dues were paid in first quarter.
Transport System Evaluation	\$0	\$20,000	(\$20,000)	0%	Work is resuming in Q3.
JPA Legal Support	\$35,037	\$42,000	(\$6,963)	83%	Work on policies and on LAVWMA negotiation is expected to be completed in Q3.
AQPI	\$0	\$29,000	(\$29,000)	0%	EBDA will be invoiced after agreement is approved by Sonoma Water.
Operator Training Modules	\$0	\$16,000	(\$16,000)	0%	Awaiting further work and invoice from OLSA.
Brine Project Development	\$0	\$30,000	(\$30,000)	0%	All work performed is reimbursable by Cargill.
Strategic Planning	\$0	\$10,000	(\$10,000)	0%	Work deferred to next FY.
Disinfection Master Plan	\$0	\$40,000	(\$40,000)	0%	Work will be initiated in Q3.
Contingency - Admin Support	\$0	\$22,246	(\$22,246)	0%	Funds to be left in contingency until new Classification Plan is approved.
PFAS Sampling	\$0	\$15,000	(\$15,000)	0%	Costs are covered through BACWA for a regional study, and individual sampling was not required for all dischargers.
NPDES Testing - CSL	\$0	\$1,500	(\$1,500)	0%	Annual fee for WIMS has not yet been paid.
NPDES Testing - OLSA	\$0	\$1,500	(\$1,500)	0%	Annual fee for WIMS has not yet been paid.
NPDES Testing - HAY	\$0	\$1,500	(\$1,500)	0%	Annual fee for WIMS has not yet been paid.
NPDES Testing - USD	\$0	\$1,500	(\$1,500)	0%	Annual fee for WIMS has not yet been paid.
<b>TOTAL SPECIAL PROJECTS</b>	<b>\$928,618</b>	<b>\$1,560,208</b>	<b>(\$631,590)</b>	<b>60%</b>	
<b>WATER RECYCLING</b>					
Skywest Golf Course	\$12,779	\$120,000	(\$107,221)	11%	Reduced operation of the Skywest recycled water system.
<b>TOTAL WATER RECYCLING</b>	<b>\$12,779</b>	<b>\$120,000</b>	<b>(\$107,221)</b>	<b>11%</b>	
<b>TOTAL PROGRAMS</b>	<b>\$2,566,859</b>	<b>\$5,149,453</b>	<b>(\$2,582,594)</b>	<b>50%</b>	

# East Bay Dischargers Authority

## EXPENSE SUMMARY BY ACCOUNT

FY 2020/21 THROUGH DECEMBER 31, 2020 (50% OF YEAR)

	YTD Expenses	Budget	Variance	% of Budget	Explanations for Variance Over 10%
4010 - Salary	\$276,196	\$543,442	(\$267,246)	51%	
4020 - Benefits	\$121,528	\$282,582	(\$161,054)	43%	
4030 - Commissioner Compensation	\$17,040	\$45,000	(27,960)	38%	Budget assumes maximum number of meetings and several Committees are currently on reduced schedules.
4070 - Insurance	\$15,725	\$60,000	(44,275)	26%	Liability insurance, which is EBDA's largest insurance expense, had not yet been incurred through Q2.
4080 - Memberships & Subscriptions	\$140,070	\$155,677	(15,607)	90%	BACWA dues, which are EBDA's largest membership expense (\$103k) were paid in the first quarter.
4100 - Supplies, Variable	\$120,842	\$287,000	(166,158)	42%	
4100 - Supplies, Fixed	\$3,148	\$24,000	(20,852)	13%	Significant spending on supplies for office and facilities has not been required.
4110 - Contract Services	\$22,063	\$132,320	(110,257)	17%	Minimal contract services for the force main and pump stations have been required year to date.
4120 - Professional Services	\$236,261	\$712,190	(475,929)	33%	Many Special Studies were deferred beyond Q2 (see Expenses by Program).
4140 - Rents & Fees	\$886,847	\$1,107,242	(\$220,395)	80%	Annual NPDES and BACWA fees are paid.
4141 - NPDES Issues	\$0	\$209,000	(209,000)	0%	Reserve funds in case of enforcement. In future quarters, will be used for NPDES reissuance activities.
4150 - Maintenance & Repair	\$327,766	\$711,500	(383,734)	46%	
4160 - Monitoring	\$87,775	\$185,000	(97,225)	47%	
4170 - Travel	\$1,013	\$18,000	(16,987)	6%	Reduced travel due to COVID pandemic.
4190 - Utility, Fixed	\$9,203	\$21,500	(12,297)	43%	
4191 - Utility, Variable (PG&E)	\$300,841	\$615,000	(314,159)	49%	
4200 - Acquisitions & Other	\$539	\$40,000	(39,461)	1%	Reduced operation of the Skywest recycled water system.
<b>TOTAL ALL ACCOUNTS</b>	<b>\$2,566,859</b>	<b>\$5,149,453</b>	<b>(\$2,582,594)</b>	<b>50%</b>	

## ITEM NO. FM7 POOLED LIABILITY PROGRAM UPDATE

### Recommendation

This information is for the Committee's information only, and no action is required.

### Background

EBDA has been a long-term participant in the California Sanitation Risk Management Authority (CSRMA). The renewal premium for the Pooled Liability Program (PLP) was \$33,706, which is a major portion of EBDA's insurance costs. In fiscal year 2019/2020, EBDA's overall insurance premiums totaled \$48,942. The Authority's deductible and coverage limits under the PLP are outlined below in Table 2.

For the past several years, an annual dividend representing favorable loss experience among its members has been distributed by CSRMA. The CSRMA Executive Board distributed a dividend of \$1,344,560 to its membership, EBDA's portion of the total dividend is \$10,937.

*Table 1. EBDA Insurance Premiums and Dividends*

Calendar Year	Premium Paid	% +/-	Dividend
2015	\$29,577	-4.63%	\$11,696
2016	\$28,853	-2.45%	\$8,993
2017	\$29,957	3.83%	\$9,842
2018	\$32,941	9.96%	\$9,357
2019	\$33,706	2.32%	\$10,620
2020	\$35,374	4.95%	\$10,937
2021	\$37,076	4.81%	

*Table 2. EBDA Deductibles and Coverage*

Deductibles:	\$100,000	per occurrence, combined for Bodily Injury, Property Damage and Personal Injury
	\$2,500	per occurrence for Public Entity Errors & Omissions other than Employment Related Practices
	\$25,000	per occurrence for Employment Related Practices
	\$2,500	per occurrence for Automobile Medical Payments
	\$250,000	per occurrence for Dam Failure
Maximum Coverage Limits:	\$15,500,000	per occurrence, combined for Bodily Injury, Property Damage, Personal Injury and/or Public Entity Errors & Omissions
	\$15,500,000	per occurrence for Employment Related Practices
	\$25,000	per occurrence for Automobile Medical Payments
	\$500,000	per occurrence for Dam Failure
Excess Liability:	\$10,000,000	per occurrence, combined for Bodily Injury, Property Damage and Personal Injury
	\$50,000,000	Pool annual aggregate, combined for Bodily Injury, Property Damage, Personal Injury and/or Public Entity Errors & Omissions



## **ITEM NO. FM8 BANKING ALTERNATIVES**

### **Recommendation**

This information is for the Committee to review and provide direction to staff.

### **Background**

The Committee requested that staff research opportunities for switching from Wells Fargo's banking services to a more local financial institution, with a goal of keeping the Authority's financial resources in the community.

In 2020, staff performed an alternatives assessment at the Committee's direction. Staff surveyed four banks and two credit unions within a five-mile radius of the Authority. The following services were evaluated: treasury management, fraud prevention, and in-branch and online access. The credit unions offer basic checking accounts without treasury management or fraud prevention services. Staff does not recommend using an institution that does not offer fraud prevention services. The banks surveyed all offer similar services to what the Authority currently has with Wells Fargo, including treasury management and fraud prevention (e.g., Positive Pay and ACH preauthorization).

At that time, the Authority's checking accounts had recently been converted to Wells Fargo's treasury management services. Staff's recommendation was to stay with Wells Fargo for another six months to allow staff time to better understand the new platform and fee structure.

### **Discussion**

Staff continues to be satisfied with Wells Fargo's services and online platform. The Relationship Manager and team are responsive and knowledgeable. The treasury management services have proven to be very valuable. On more than one occasion, a fraudulent check has been presented. The items were flagged for review and no losses were incurred by the Authority. Therefore, the reason to switch to another institution would only be to invest locally if the fee schedule is comparable.

Fremont Bank is a local bank that is committed to investing in the local community, which is consistent with the Commission's expressed goals. Services offered by Fremont Bank are similar to those the Authority currently has with Wells Fargo, including treasury management and fraud prevention (e.g., Positive Pay and ACH preauthorization). A recent analysis comparison between Fremont Bank and Wells Fargo shows almost no difference in their rates.

Staff is seeking Committee direction on whether to remain with Wells Fargo or switch to Fremont Bank. Staff has been happy with Wells Fargo's service, and switching to Fremont Bank brings an element of uncertainty. There would also be effort involved in setting up the accounts, authorized signers, approved vendors, and other administration. Considerations also include the fact that Wells Fargo is a LAIF member, which facilitates

transfers between the Authority's bank account and LAIF account. Wells Fargo also has branches outside the Bay Area, which could be of value in a region-wide emergency.

## ITEM NO. FM9 CERBT FUND STATUS UPDATE

### Recommendation

This information is for the Committee to review and provide direction to staff.

### Background

The Authority participates in the California Public Employees' Retirement System (CalPERS) for its pension benefits. In addition, on April 21, 2011, the EBDA Commission approved an agreement with CalPERS to participate in its California Employers Retiree Benefit Trust (CERBT) Fund to pre-fund other post-employment benefits (OPEB) including retiree health. The fund operates much like the CalPERS pension fund in that it is designed to increase the value of employer contributions through investment earnings.

In 2019, the Authority adopted OPEB and Pension Funding Policies, including target funding levels of 80% and 95%, respectively. The Authority made lump sum pre-payments to both funds in 2020, prior to the effective date of the Amended and Restated Joint Powers Agreement (JPA), with the intention of reaching these targets.

This report provides information on the funded status of the Authority's CERBT Fund for OPEB liabilities. An update on the Authority's Pension Fund will be provided next month.

### Discussion

The financial status of the Authority's CERBT fund as of June 30, 2020, is summarized below.

CERBT Account Summary as of June 30, 2020	
Present value of all future benefits	\$875,076
Accumulated assets in the CERBT fund	\$743,350
Portion not yet funded	\$131,726
Funded Ratio	84.9%
Current Asset Allocation Strategy Selection	CERBT Strategy 1

As noted above, during FY 2019/2020, the Commission directed that each agency pre-pay their proportionate share of the Authority's OPEB and pension funds to reach target funding ratios. The goal was to pre-fund these retirement obligations under the allocations in the previous JPA, prior to the new JPA allocations taking effect. The Authority accordingly made a lump sum payment of \$492,331 for OPEB.

As shown above, based on the Authority's most recent actuarial valuation, the Authority's OPEB liability is 84.9% funded, exceeding the target. The estimate on which the lump

sum was based underestimated investment earnings, and assumed a higher accrued liability based on a previous actuarial valuation.

The Authority has not yet taken disbursements from its CERBT account. The Commission previously recommended that the Authority “true up” at the end of each fiscal year to reach the intended funding target, taking into consideration disbursements. Because staff was waiting to see the impact of last year’s lump sum payment, the Authority did not take disbursements for FY 2019/2020.

For FY 2020/2021, retiree medical expenses are expected to total approximately \$67,000, including subsidized premiums. Staff recommends requesting disbursement of the full amount from CalPERS, bringing the trust’s funded status down closer to the 80% target.

## **ITEM NO. FM10 PRELIMINARY BUDGET CONSIDERATIONS**

### **Recommendation**

This information is for the Committee's information only, and no action is required.

### **Background**

The Authority's Amended and Restated JPA states the following:

The Commission will adopt an annual or biennial budget for the ensuing Fiscal Year(s) prior to July 1. The budget will include sufficient detail to constitute a fiscal control guideline, specify cash flow requirements from each Agency, grant reimbursements, and cash receipts and expenditures to be made for Operation and Maintenance Costs, Planning and Special Studies Costs, and Capital Costs for the Facilities, and other necessary and appropriate expenditures.

### **Discussion**

A complete draft budget for FY 2021/2022 will be presented for the Committee's consideration in April 2021, with a goal of Commission adoption in May 2021. Staff does not expect significant changes from the FY 2020/2021 budget in terms of new line items. Labor and benefits assumptions were reviewed with the Personnel Committee in February 2021. Per that Committee's direction, staff plans to include a half-time Administrative Support Specialist position, as well as the proposed increase in salary as the Administrative Assistant is reclassified as Administration Manager. This is expected to be close to cost-neutral with the 1.5 full-time-equivalent Administrative Assistant positions that were included in the FY 2020/2021 budget.

Staff notes that the State Water Resources Control Board is expecting to increase National Pollutant Discharge Elimination System (NPDES) Permit Fees by 10%. The Authority's NPDES Permit Fee represents approximately 10% of the overall budget, and thus this increase will have a noticeable effect.

While many EBDA costs are relatively fixed from year to year based on basic operational needs, Special Studies are an area where the Commission has significant discretion to consider different options. Staff is not recommending any new Special Studies at this time. As outlined below, staff is recommending that a number of existing projects be carried over to FY 2021/2022. That includes adding additional funding for legal support and the Disinfection Master Plan.

<b>New Funding</b>		
JPA Legal Support	\$10,000	The Amended and Restated JPA includes several scenarios in which an administrative appeals process would be implemented if there is disagreement, for example between

		the Authority and a Member Agency. Staff recommends that an Administrative Appeals Process be developed and approved by the Commission prior to any controversy in JPA implementation actually arising. Staff further recommends that the attorneys from Hanson Bridgett who assisted in drafting the JPA assist EBDA staff in drafting this process. Staff expects that the JPA Legal Support program will be fully expended by the end of FY 2020/2021 and is therefore recommending that funds be added to cover this item.
Disinfection Master Plan	\$25,726	This project would engage disinfection experts to identify desired chlorine residual targets for each plant and at points in the EBDA system for optimized disinfection and prevention of bacteria outbreaks. The Commission approved a work order with Carollo Engineers to undertake this project, which will continue into FY 2021/2022 and cost a total of \$65,726. Staff had allocated \$40,000 for this project. As noted below, staff recommends carrying over any remaining funds from this budget and adding \$25,726 to reach a total allocation of \$65,726.
<b>Carryover of Existing Funding</b>		
Disinfection Master Plan	TBD <\$40,000	As noted above, staff recommends carrying over any remaining funds from this budget at the end of the fiscal year and adding \$25,726 to reach a total allocation of \$65,726.
Strategic Planning	\$10,000	As discussed last year, with implementation of the new JPA, it is timely for the Authority to undertake a strategic planning process. Based on feedback from the MAC and

		Commission, this exercise was deferred until in-person meetings can resume. Staff proposes to carry over this line item, which provides flexibility to contract for external facilitation support if desired.
NPDES Permit Reissuance	\$100,000	The application for the Authority's new NPDES permit is due in September 2021. The Commission approved a contract with EOA, Inc. to provide technical assistance with the application and reissuance process. The contract has a not-to-exceed limit of \$96,818. Staff recommends carrying over \$100,000 of the existing \$200,000 budget in the NPDES Permit Issues task to cover EOA's contract with some buffer should additional issues arise.

Staff is recommending creation in the budget of a new Fund for the Cargill project. Similar to the way that the Skywest project is managed, this will allow segregation of the expenses and revenues of this unique self-funded project. The current due diligence and CEQA efforts the Authority is undertaking are being reimbursed by Cargill. Per the adopted Term Sheet, Cargill is ultimately expected to pay EBDA a capacity fee of \$5 million (\$100,000 of which was committed in the recently approved CEQA Agreement), and ongoing fees for discharge. The MAC is continuing to discuss methods for allocation among the Member Agencies of the capacity fee, as well as any discharge fees that exceed EBDA's expenses.

Lastly, staff expects both the expenses and revenue associated with the Skywest project to be reduced next year, reflecting the new steady-state of reduced recycled water service. Staff will be bringing a new fee structure for the City of Hayward, who took over operation of the site from Hayward Area Recreation District (HARD), to the Commission for consideration in the coming months.

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

*A Joint Powers Public Agency*

NOTICE: Pursuant to the Governor's Executive Orders N-25-20 and N-29-20, the Regulatory Affairs Committee meeting scheduled below will be accessible via Zoom video conferencing. Members of the public may participate in the meeting through the Zoom platform or phone number below.

- Zoom link: <https://us02web.zoom.us/j/82732980951>
- Telephone dial-in: 1(669) 900-6833, meeting ID #827 3298 0951

### **ITEM NO. 12**

#### **REGULATORY AFFAIRS COMMITTEE AGENDA**

**Wednesday, March 17, 2021  
8:00 a.m.**

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

**Committee Members: Johnson (Chair); Lamnin**

**RA1. Call to Order**

**RA2. Roll Call**

**RA3. Public Forum**

**RA4. EBDA NPDES Performance – See Item OM4**  
(The Committee will review NPDES Permit compliance data.)

**RA5. NPDES Annual Report**  
(The Committee will review the Authority's Annual Report submittal.)

**RA6. Nutrients Group Annual Report**  
(The Committee will the regional annual report published by the Bay Area Clean Water Agencies.)

**RA7. BACWA Key Regulatory Issue Summary**  
(The Committee will review BACWA's issue summary.)

**RA8. 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.

Agenda Explanation  
East Bay Dischargers Authority  
Regulatory Affairs Agenda  
March 17, 2021

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 [juanita@ebda.org](mailto:juanita@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 Regulatory Affairs Committee meeting is scheduled for  
Wednesday, May 19, 2021 at 9:00 a.m.**

**ITEM NO. RA5 NPDES ANNUAL REPORT**

**Recommendation**

For the Committee's information only; no action is required.

**Background**

EBDA is required by its NPDES permit to submit an annual report. The report provides a compendium of the status of EBDA's facilities and discharge quality.

**Discussion**

EBDA's Annual Self-Monitoring Report is attached for the Commission's information. Upon review of the Report, EBDA's Regional Water Quality Control Board Permit Engineer responded with the following:

I just wanted to commend you and the other EBDA folks for putting together a well-organized Annual Report. I know you do these every year and it may just seem routine busywork at this point, but I appreciate the time that went into it. I hear about EBDA's projects and plant upgrades in bits and pieces throughout multiple meetings stretched over the year, so it's really nice to have all of that summarized in one report.

# 2020 NPDES SELF-MONITORING PROGRAM ANNUAL REPORT

NPDES PERMIT NO. CA0037869

East Bay Dischargers Authority  
City of San Leandro  
Oro Loma Sanitary District  
Castro Valley Sanitary District  
City of Hayward  
Union Sanitary District

January 27, 2021



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## Section 1: Comprehensive Discussion of Treatment Plant Performance and Compliance

East Bay Dischargers Authority (EBDA) reached a major milestone in 2020 with implementation of a new Amended and Restated Joint Powers Agreement (JPA), which took effect on July 1, 2020 and runs through June 30, 2040. The JPA outlines the governance and cost-sharing of EBDA's joint transport and outfall system and associated infrastructure. EBDA is continuing to negotiate terms with the Livermore-Amador Valley Water Management Agency (LAVWMA) for a new or amended Master Agreement governing LAVWMA's discharges through the EBDA system.

Major milestones and construction projects completed at the EBDA member treatment plants included the following:

- Oro Loma/Castro Valley Sanitary Districts (OLSD/CVSan)
  - Completed construction of a full-scale nitrification and denitrification process. The \$24.7M construction project was completed in Summer 2020 and the plant has operated since. The scope included the construction of a fourth aeration basin, six new blowers and associated building, and retrofit of existing mechanical aeration with fine bubble diffusers. Initial performance is exceeding expectations. The process is removing Total Inorganic Nitrogen levels to below 10 mg/L during dry weather. Staff expects to exceed the target annual TIN removal of 50%. Ammonia reduction is typically to below 2 mg/L.
  - Starting a full scale sidestream nitrification process using Microvi's biocatalyst (January 2021). The full-scale implementation follows three years of pilot work considering both mainstream and sidestream treatment applications. As constructed, approximately 100,000 gpd of belt press filtrate will be treated each day. The stream contains approximately 20% of the total influent nitrogen. The process is designed to reduce Ammonia to nitrite, which is readily available for denitrification in the mainstream process.
- Union Sanitary District (USD)
  - Commenced design of the first phase of the Enhanced Treatment and Site Upgrade Program, which includes nutrient removal options in the future. The design for phase 1a is expected to be complete by late 2021, and the commencement of design for phase 1b, will take place in mid-2021. Phase 1a will modify the existing aeration basins, add an 8th aeration basin, and relocate existing administrative buildings to allow for phase 1b to be built. Phase 1b will construct new secondary clarifiers and new effluent pump station.
  - Design for Digester #7 was completed, and construction is ongoing, with completion anticipated by early 2022.

- Ongoing design for a new Standby Generator system should be completed in 2021.
- City of Hayward
  - Recycled water membrane treatment system has been completed and will be in service as soon as approval is received from the Department of Drinking Water. This will supply 300k gallons of recycled water to neighboring businesses.
  - A 0.6MW solar array was added to the system, bringing total solar array output to 1.6MW.
  - A new drive unit was installed in Final Clarifier #2, along with new ground water relief valves.
  - Contractors have begun work on the bar screen project at headworks. This project includes replacing the grinders with bar screens, major reconstruction to the headworks building, foul air handling system upgrades, replacement of the biofilter bed, and a new ferric chloride dosing station.
- City of San Leandro
  - 1MW solar system is online and currently producing better than expected results.
  - Treatment Wetlands is at 60% design phase, with anticipated design completion in the late spring/summer 2021.
  - Approved and in design phase for a project that allows local industry to place pretreatment byproduct “high strength waste” directly to anaerobic digestion, replaces several pieces of equipment for energy efficiency, and provides a battery backup for peak shaving and diesel-free emergency power.

As part of implementation of the new JPA, EBDA formally transferred ownership and financial responsibility for the San Leandro Effluent Pump Station (SLEPS) to the City of San Leandro. Also, in lieu of implementing capital upgrades at the Union Effluent Pump Station (formerly Alvarado Effluent Pump Station), EBDA began providing annual capital payments to USD, which they will use to relocate the station as part of their Enhanced Treatment and Site Upgrade Program, up to a total of \$4.2 million over ten years. Ownership of the station and associated infrastructure will be transferred from EBDA to USD when the station is relocated.

EBDA also continues to implement its Asset Management Plan to ensure appropriate renewal and replacement of infrastructure. The estimated total restoration cost over 20 years is approximately \$11.3 million. In 2020, EBDA completed the \$3 million motor control center replacement project at the Hayward Effluent Pump Station (HEPS). The project, which also includes a variety of station upgrades described on page 16, improves station reliability. EBDA also completed upgrades to the backup power systems at the

Oro Loma Effluent Pump Station (OLEPS) to improve power reliability, including completing a connection to Oro Loma Sanitary District's backup power system. Improvements to the main switchboard at OLEPS are underway.

EBDA continued its key role in the Transforming Shorelines Project. This project, funded by an EPA Water Quality Improvement Fund grant, includes design of a full-scale horizontal levee south of Oro Loma ("First Mile" project), continued research at Oro Loma's horizontal levee pilot, advancement of pilot wetlands projects at San Leandro and Hayward, and building capacity for nature-based solutions among Bay Area wastewater agencies. In close coordination with East Bay Regional Park District, Hayward Area Shoreline Protection Agency, and San Francisco Estuary Partnership, EBDA facilitated a Request for Proposals and consultant selection process for the First Mile and Hayward projects. The contract was approved in December 2020, and the projects are being kicked off in January 2021.

EBDA's Member Agencies recycled approximately 789 million gallons in 2020. For consistency with recycled water totals submitted through GeoTracker, these totals now include in-plant reuse. The values can therefore not easily be compared with prior year data, but we will endeavor to make them consistent for evaluation of trends going forward. Also of note, there was no discharge to the Hayward Marsh in 2020.

As shown in the table below, including the LAVWMA agencies, water recycling accounted for more than 3.1 billion gallons, about 14% of EBDA's outfall discharge last year of approximately 22.6 billion gallons.

<i>Agency</i>	<i>2020 Recycled Water Production (MG)</i>
Hayward	288.04
San Leandro	96.00
EBDA Skywest Project	15.44
Oro Loma Sanitary District	18.00
Union Sanitary District	371.64
<b>EBDA Subtotal</b>	<b>789.13</b>
USD Hayward Marsh	0
<b>EBDA Total</b>	<b>789.13</b>
Livermore	804.13
Dublin San Ramon Services District (DSRSD)	1570.27
<b>LAVWMA Total</b>	<b>2374.40</b>
<b>Grand Total</b>	<b>3163.53</b>

#### *Bacterial Limits*

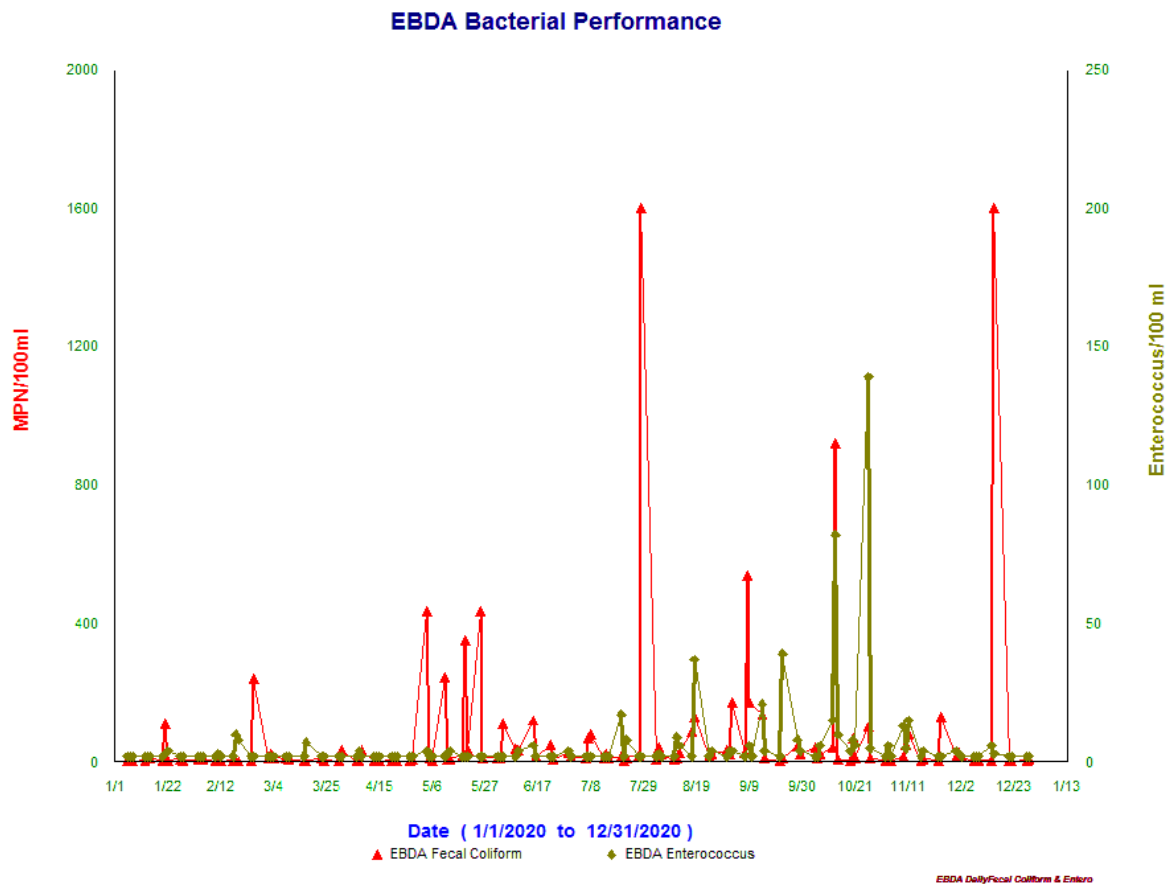
The graphic below presents fecal pathogen data from samples through the year. Note that permit limits are calculated as monthly geometric means or monthly 90%ile samples. Sporadically, at random intervals, a high sample can be detected. This outcome is



probably due to the sloughing of pipe biofilms into the sample line—these events are why permit compliance is determined by geometric means.

EBDA and its member agencies worked hard over the past few years to improve chlorine dosing to prevent outbreaks of bacterial contamination that had occurred in prior years. This has led to consistent compliance with limits. EBDA has issued a Request for Proposals for a consultant to develop a Disinfection Master Plan in 2021. This Master Plan will assist EBDA in further optimizing chlorine dosing to prevent bacterial regrowth.

Figure 1 – EBDA Bacterial Contaminant Performance



## **Section 2: List of Analyses for Which the Discharger Is Certified**

EBDA conducts no analyses of its own. Each member agency is certified by the State Water Resources Control Board for standard water quality tests such as BOD, TSS, pH, DO, enterococcus, and fecal coliform. City of San Leandro staff performs these analyses on the combined effluent.

All metals and organics analyses are performed by the Authority's contract laboratory, Caltest Analytical Laboratory. Caltest's lab is certified for these analyses. Caltest subcontracts for analytical work on some items, including dioxin and furan compounds and PCBs to other certified labs.

Pacific Eco-Risk Laboratory (PERL), also a certified laboratory, conducts the required acute and chronic toxicity testing for the Authority.

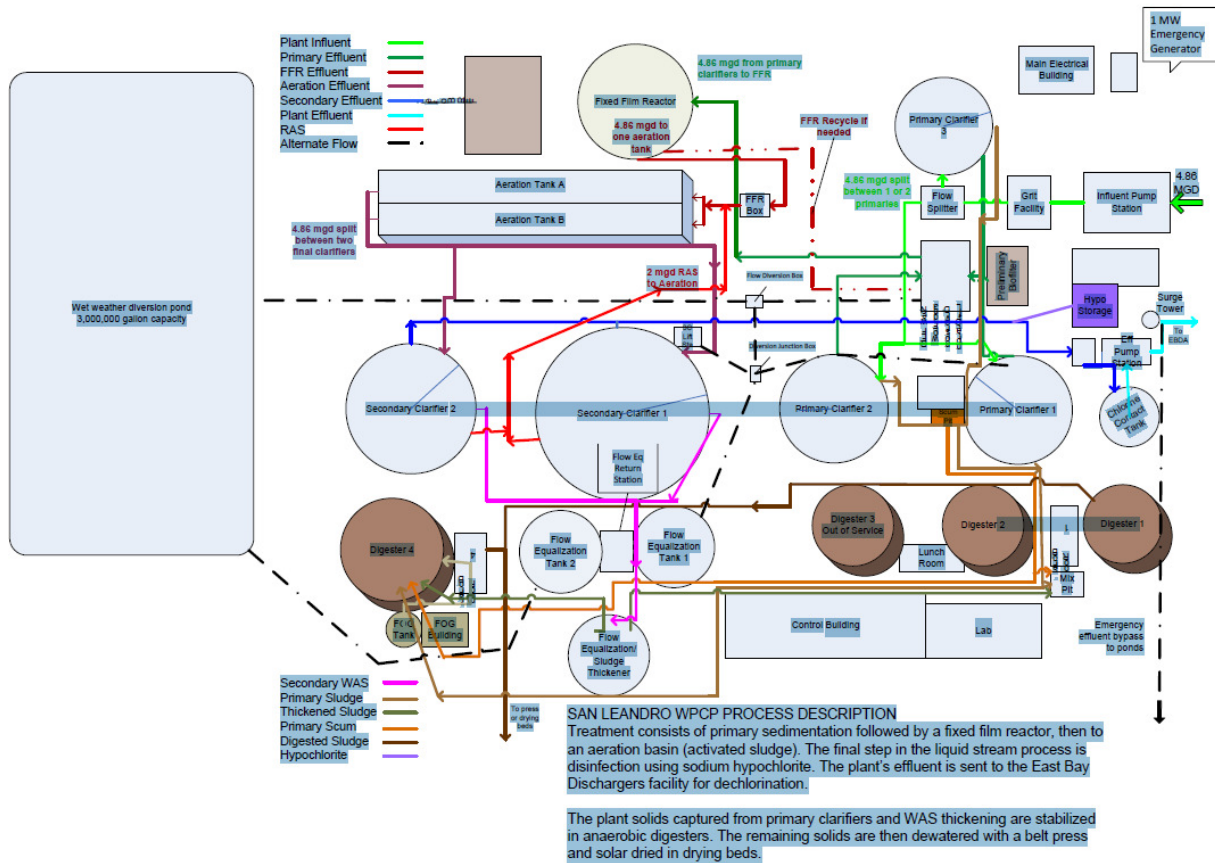
Copies of all laboratory reports are maintained on file at the Authority's office and are available for review upon request. Said reports are not included in this report.

### Section 3: Plan View Drawing or Map Showing the Discharger's Facility, Flow Routing, Sampling and Observation Station Locations

#### Marina Dechlorination Facility



## San Leandro Plant – Process Flow Diagram

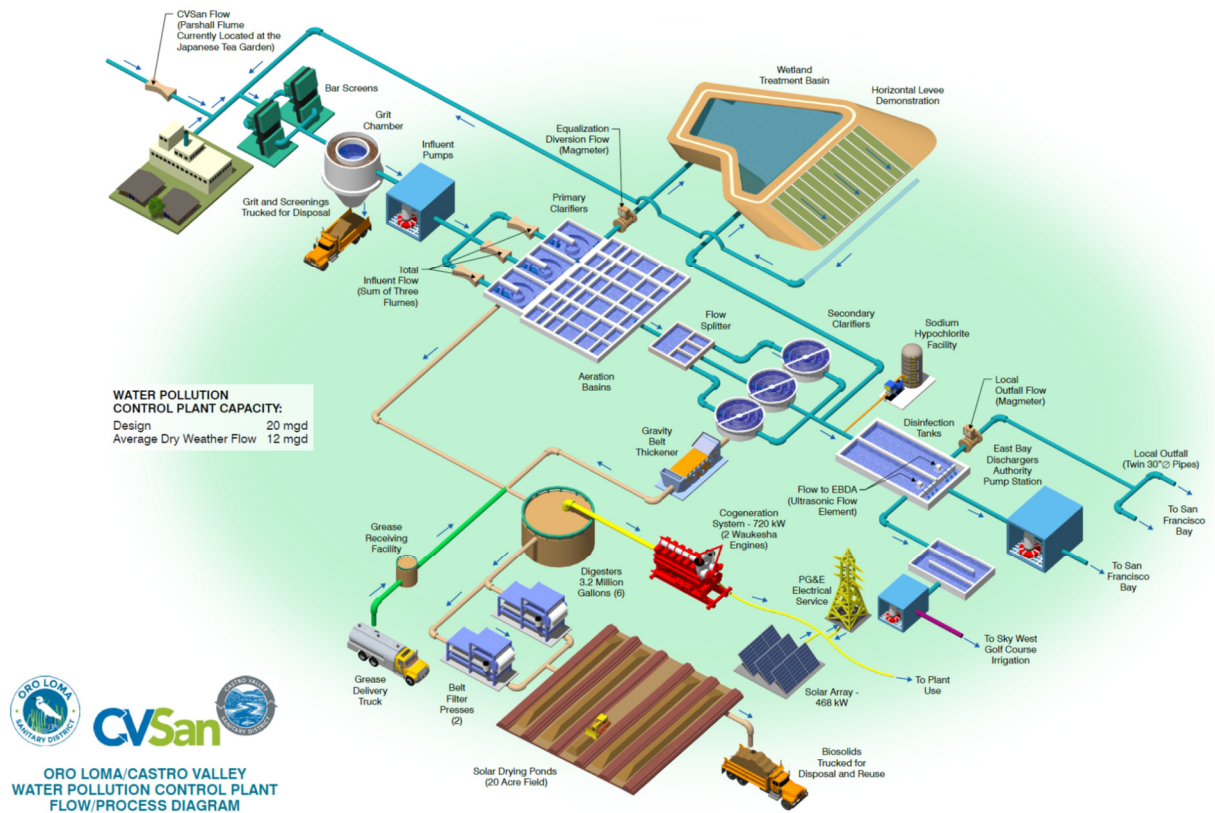




## San Leandro Plant – Sampling Locations

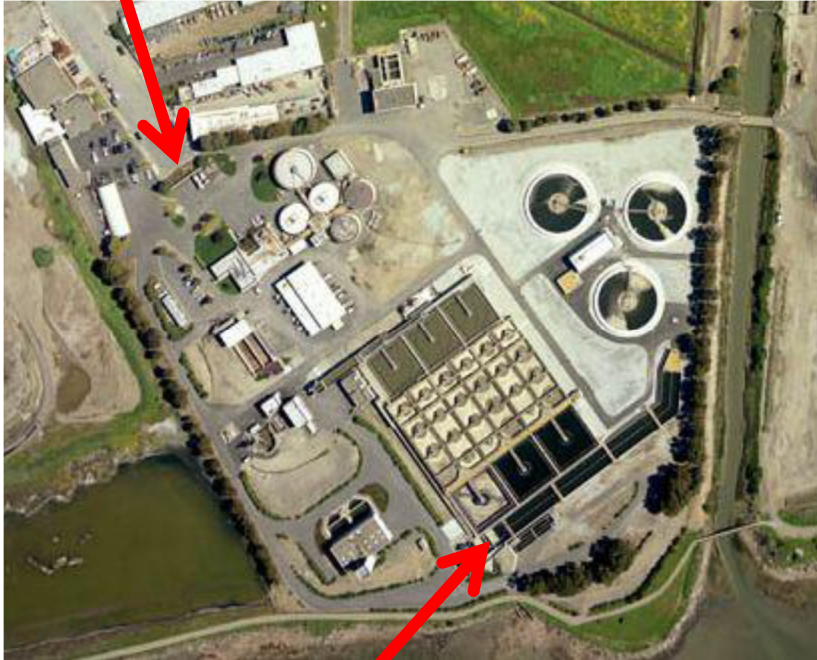


## OLSD Plant – Process Flow Diagram



## OLSD Plant – Sampling Locations

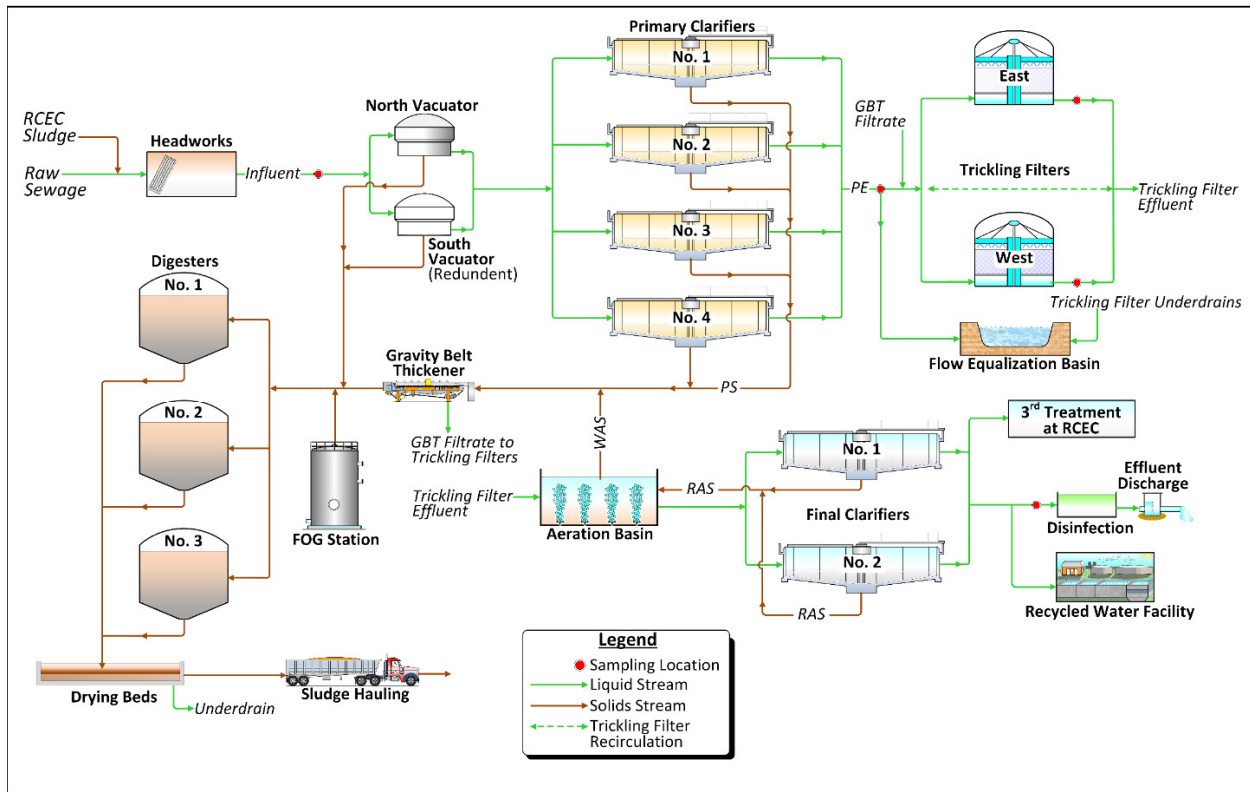
**PLANT  
INFLUENT  
SAMPLE POINT**



**PLANT  
EFFLUENT  
SAMPLE POINT**



## Hayward Plant – Process Flow Diagram

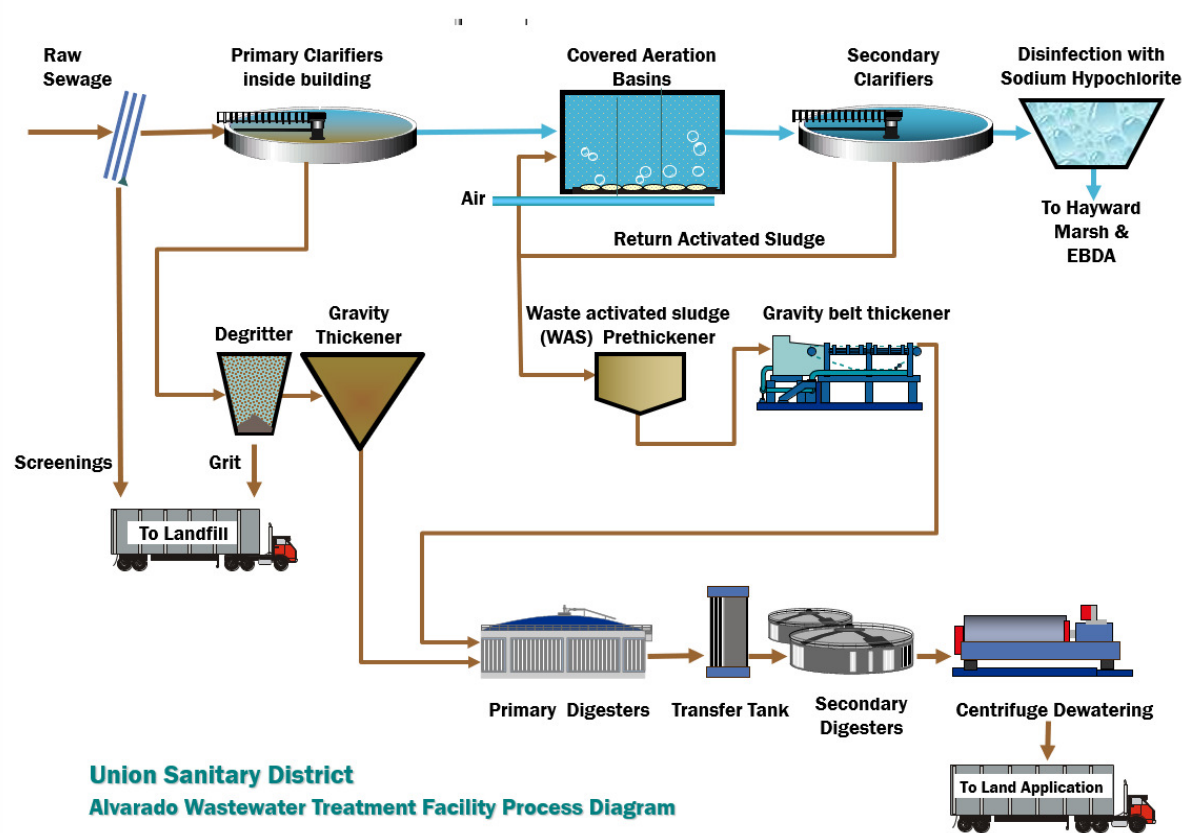




## Hayward Plant – Sampling Locations



## USD Plant – Process Flow Diagram



## USD Plant – Sampling Locations



## Section 4: Results of Facility Report Reviews

The tables in this section summarize the status of reviewing and updating the following documents: Operations & Maintenance (O&M) Manual, Contingency Plan, Spill Prevention Plan, and Wastewater Facilities Status Report.

### EBDA Facilities

REPORTS	REVIEW DATE	REVIEW PROCEDURES	PLANNED ACTIONS	SCHEDULE
O&M Manual	Jan 2021	Updated on an as-needed basis and reviewed annually by the EBDA O&M Manager.	The Authority maintains a comprehensive O&M Manual for the joint-use facilities. Chapters of the Manual are regularly reviewed and updated. EBDA's Wet Weather SOP is updated annually.	Performed annually
Contingency Plan	Jan 2021	Updated annually by EBDA O&M Manager and EBDA Administrative Assistant. EBDA is included in the Alameda County's Office of Emergency Service's Utility Unit.	The Emergency Operating Contingency Plan is supported by Operations & Maintenance Agreements between Member Agencies, which are compatible with their existing plans and known to all other local and county agencies for emergency purposes. Operation and maintenance activities are contracted with the Member Agencies for routine work. Emergency work is performed sometimes by Member Agencies and sometimes through contracts with private specialty firms.	Performed annually
Spill Prevention Plan	Jan 2021	Updated annually by EBDA O&M Manager	No major changes planned for 2021.	Performed annually
Wastewater Facilities Status Report	Jan 2021	EBDA continues to implement a comprehensive Replacement and Renewal Program. The Authority has an Asset Management Plan that covers all critical equipment. The plan was recently updated and will be reviewed semi-annually by the EBDA General and O&M Managers.	<p>In 2020, EBDA completed the following projects:</p> <ul style="list-style-type: none"> <li>Replacement of the Motor Control Center at the Hayward Effluent Pump Station (HEPS). <ul style="list-style-type: none"> <li>Constructed a pond influent flow dissipater structure</li> <li>Installed piping from the pump station to the dissipater structure</li> <li>Installed new valves and motorized valve actuators</li> <li>Installed an access platform around the existing generator</li> <li>Installed stairs into the new MCC Building</li> <li>Upgraded pipe coatings</li> <li>Repaved the existing site</li> <li>Installed new perimeter fencing</li> </ul> </li> <li>EBDA Office Repairs</li> <li>Redundant back-up power for the Oro Loma Effluent Pump Station (OLEPS)</li> <li>OLEPS Water System Upgrade</li> <li>OLEPS Paving Improvements</li> </ul> <p>In 2021, the Authority is continuing work on the following upgrades to the EBDA system:</p> <ul style="list-style-type: none"> <li>Marina Dechlorination Facility (MDF) Automation Upgrades</li> <li>OLEPS Hypo System Automation</li> <li>OLEPS Main Electrical Switchboard Upgrade</li> <li>Radio Communications Upgrades</li> </ul>	<p>Anticipated Completion:</p> <p>MDF Automation Upgrades, December 2021</p> <p>OLEPS Hypo System Automation, April 2021</p> <p>OLEPS Main Electrical Switchboard Upgrade, December 2021</p> <p>Radio Communications Upgrades, June 2021</p>

## San Leandro Treatment Plant

Document	Review Date	Review Procedures	Planned Actions	Schedule
O&M Manual	Sections assigned and updated throughout the year	O&M manuals and SOPs are written and revised as necessary by designated Plant Operators and reviewed by the Operations Supervisor and Plant Manager	Review O&M chapters and SOPs as needed. Continue developing and revising SOPs for plant processes. SOPs reviewed/revised or created are: Inspecting and replacing Hypo pump tubing, Cleaning Filter press belt with chemical, Starting or switching thickening processes, EQ pump oil drip adjustment, Plant genset fuel transfer, Manual transfer to backup generator. O&M is still a mix of electronic and older paper as we transition; we have fewer and fewer paper versions per year.	Performed continuously
Contingency Plan	January 2020	WPCP management reviews, edits and approves	Contingency plan reviewed annually and updated as needed. Update employee list and emergency contacts along with contractor contacts.	Performed annually
Spill Prevention Plan	January 2020	WPCP management reviews, edits and approves	Plan reviewed and updated. Training and review done annually, including: new employee orientation, 8 hour on-site level 1 responder training, and tailgate review on plan and emergency spill kits.	Performed annually



## Oro Loma/Castro Valley Sanitary District Treatment Plant

Document	Review Date	Review Procedures	Planned Actions	Schedule
O&M Manual	Ongoing	New sections of the O&M for the Nutrient Optimization facilities were completed as expected in advance of start-up in Summer 2020.	The District has developed a computer-based training program for the 25 unit processes in the treatment plant (including the EBDA pump station). Staff will continue to train on the modules.	Ongoing
Contingency Plan	December 2019	Management team completed its review and updated document to reflect changes in contact information or equipment/facility changes.	Continue to make updates as needed, at least annually.	January 2021
Spill Prevention Plan	July 2018	The District updated its plan in 2018 to reflect changes to the fuel tank at the EBDA Pump Station at Oro Loma.	Continue to make updates as needed.	As needed
Wastewater Facilities Status Report	January 2021		<p>The District continues to execute on its planned 5-Year, \$85.5M capital program. The program includes extensive sewer pipe renewal (1.5% of system/year) and Digester Construction in 2025.</p> <p>In 2019, the District applied for \$25M in financing from the State Revolving Fund. In 2020, the District applied for a second \$25M SRF loan. The District has received a preliminary award of the 2019 application. The District plans to borrow between \$30-\$40M to replace a minimum of 40 miles of pipe in the next 10 years.</p>	10-Year Capital Plan (Updated December 2020)

## Hayward Water Pollution Control Facility

REPORTS	REVIEW DATE	REVIEW PROCEDURES	PLANNED ACTIONS	SCHEDULE
O&M Manual	Ongoing	COH WPCF electronic O&M manuals, including SOP's, are reviewed, and updated annually by staff. Revisions are made to Sections and SOP's	19 SOPs were written or updated in 2020. ETF flush, Derag Grit Classifier, A Brief Guide to SCADA Tags, VA/TA, Cogen Fire Alarm Sensor Cleaning, HEPS Generator PM Procedures, Chlorine Analyzer Sample Pump Backflush, Wrench sizes, Effluent Channel Flush to Ponds, Procedure for Hypo Delivery, Turbidimeter, Troubleshooting HEPS Pumps, Verifying Backup Power for Hypo Station, HEPS Station Checklist, Hypo Station Checklist, Cleaning Wet Pit at South PC, Cleaning New TSS Analyzer, Residual Chlorine Titration and Analyzer Calibration, Transferring Hypo Between Storage Tanks. The review of SOPs and O&M will be done as needed throughout the year of 2021.	SOP's and O&M sections are reviewed periodically and updated no less than on an annual basis. Updates occurred throughout 2020.
Contingency Plan	January 2021	The entire plan is reviewed by the WPCF manager with updates and edits made by the Senior Secretary.	Continue to make updates as needed.	A thorough and comprehensive review is completed annually in January. Emergency contact & Personnel phone lists are kept up-to-date.
Spill Prevention Plan	January 2021	Plan reviewed by WPCF Manager every January. Changes made by Senior Secretary.	Make updates as needed.	Spill Prevention Plan was reviewed in January 2020.

REPORTS	REVIEW DATE	REVIEW PROCEDURES	PLANNED ACTIONS	SCHEDULE
Wastewater Facilities Status Report	Jan 2021	<p>The phase II Facilities Plan was completed in 2020.</p> <p>The City will implement projects as recommended in the 2020 Phase II Facilities Plan.</p>	<p>Planned for 2021:</p> <ul style="list-style-type: none"> <li>Construction of the Headworks bar screen project began in 2020 and will be complete in 2021.</li> <li>The Membrane Recycled Water Treatment system was completed in 2020 and awaiting permit to operate. When it is permitted the treatment system will have a capacity of 5 million gallons per day with an initial service demand of roughly 300K gallons per day</li> <li>Construction of Effluent Pump Station electrical building, MCC and dissipater structure was completed in 2020. The replacement of the effluent pumps is anticipated in 2021.</li> <li>Design of the new 12KV switchgear update project will begin in 2020 and be completed and ready for bid in early 2021.</li> <li>There are several elements of the Phase Two WPCF Improvements that have been incorporated into the Sewer Replacement &amp; Sewer Improvement CIP's which will move forward in year 2020.</li> </ul>	10-year Master Plan CIP planning changes are made every year in July with mid-year adjustments made in January/February



## Union Sanitary District Treatment Plant

Document	Review Date	Review Procedures	Planned Actions	Schedule
O&M Manual	Ongoing	Plant O&M documents are incorporated into the District's Competency-Based Training Program. USD utilizes Microsoft Sharepoint software to track document review.	Plant management reviews training documents and SOP's as changes occur (i.e., following construction) or as scheduled.	Each individual training module and SOP has a review frequency of 3 years.
Contingency Plan	December 2020	Plant Manager reviews and updates the Contingency Plan annually.	None. Contingency Plan was updated in December 2020.	Complete next review by December 2021.
Spill Prevention Plan	December 2020	Spill Prevention Plan is incorporated into our Contingency Plan and is reviewed at the same time.	None. Spill Prevention Plan was reviewed in December 2020.	Complete next review by December 2021.
Wastewater Facilities Status Report	December 2020	<p>USD's Master Plans address most of the Facilities Evaluation requirements. Our Plant Master Plan is updated every 5 years and Pump Station and Collection System Master Plans are updated as needed. Asset management data is updated on an ongoing basis. CIP and Operating plans and budgets are reviewed and revised annually.</p> <p>2020 Projects Completed/in-progress:</p> <ul style="list-style-type: none"> <li>• New Anaerobic Digester #7 (Construction in Process.)</li> <li>• Digester # 2 Rehabilitation (Repair in progress)</li> <li>• Headworks 3<sup>rd</sup> Bar Screen (Construction Complete)</li> <li>• Alvarado Pump Station (Construction in Process.)</li> </ul>	<p>Complete capital improvements in accordance with 20-year CIP plan. Implement annual rate adjustments for Sewer Service Charges and Capacity Fees in accordance with 10-year financial plan.</p> <p>2021 Projects Planned:</p> <ul style="list-style-type: none"> <li>• Standby Power Upgrade. (Complete Design)</li> <li>• Digester # 1 Rehabilitation</li> <li>• ETSU:</li> <li>• Aeration Basin Modification (Complete Design)</li> <li>• Campus relocation (Complete Design)</li> <li>• New Secondary Clarifiers. (Commence Design.)</li> <li>• New Effluent Pump Station (Commence Design)</li> <li>• Alvarado Pump Station (Construction Ongoing)</li> </ul>	<p>20-year CIP annual update in June.</p> <p>Master Plans:</p> <ul style="list-style-type: none"> <li>• Newark Basin MP 2019</li> <li>• Irvington Basin 2021</li> <li>• Pump Station Asset Condition Assessment 2021</li> <li>• Plant Asset Condition Assessment 2024</li> <li>• Plant Solids System/Capacity Assessment 2024</li> <li>• Alvarado Basin 2025</li> </ul>

## **Section 5: BACWA Watershed Permitting and Monitoring**

EBDA participates in a number of group processes coordinated by BACWA to fulfill other permit requirements, including Receiving Water Quality Monitoring, TMDL/SSO Support, Mercury and PCBs Watershed Permit Support, Nutrients Watershed Permit Support, and Implementation of Copper Action. Participation in these items is described in an annual BACWA letter to Water Board found here:

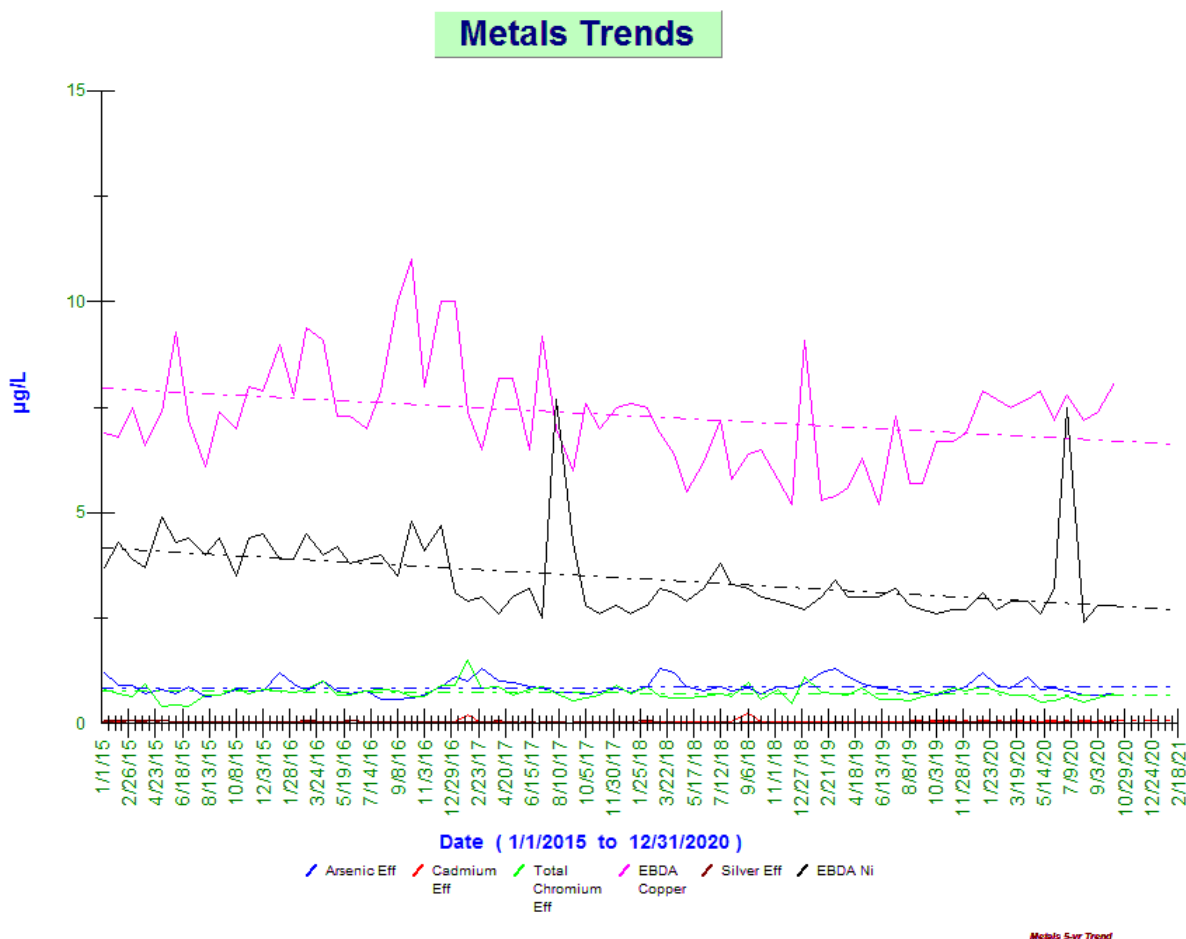
<https://bacwa.org/wp-content/uploads/2021/01/BACWA-NPDES-Permit-Letter-2021-wSFEI-Attach-2021-01-14.pdf>

## Section 6: Effluent Characterization Study and Report

EBDA regularly monitors and evaluates discharges from the common outfall and each contributing plant's effluent to identify any concerning trends. No significant increases over past performance were noted in 2020 data.

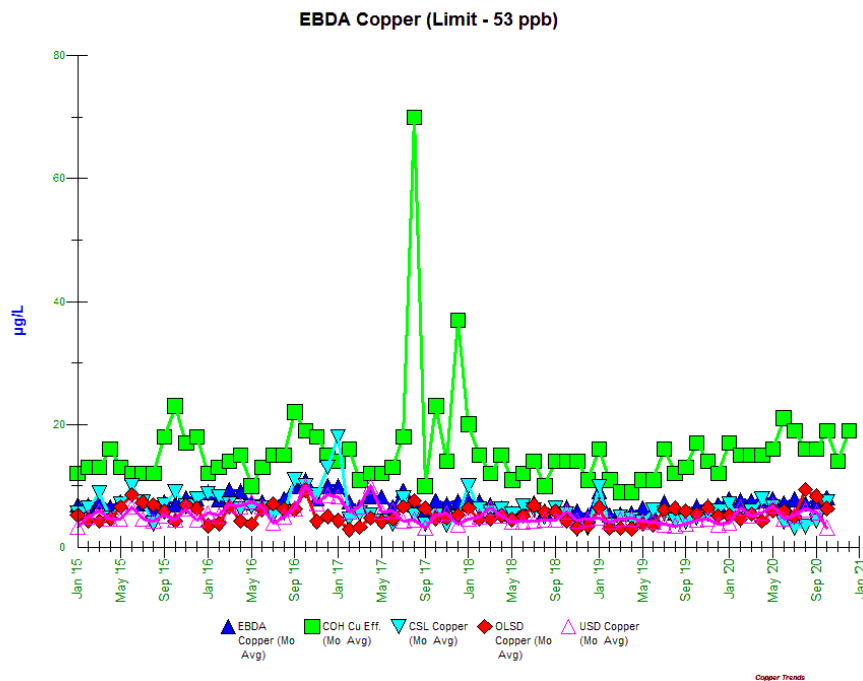
EBDA monitors monthly for metals and cyanide. Cyanide is rarely detected. As shown in Figure 2, five years of metals data continue to show flat or downward trends.

Figure 2 – EBDA Effluent Metals Trends



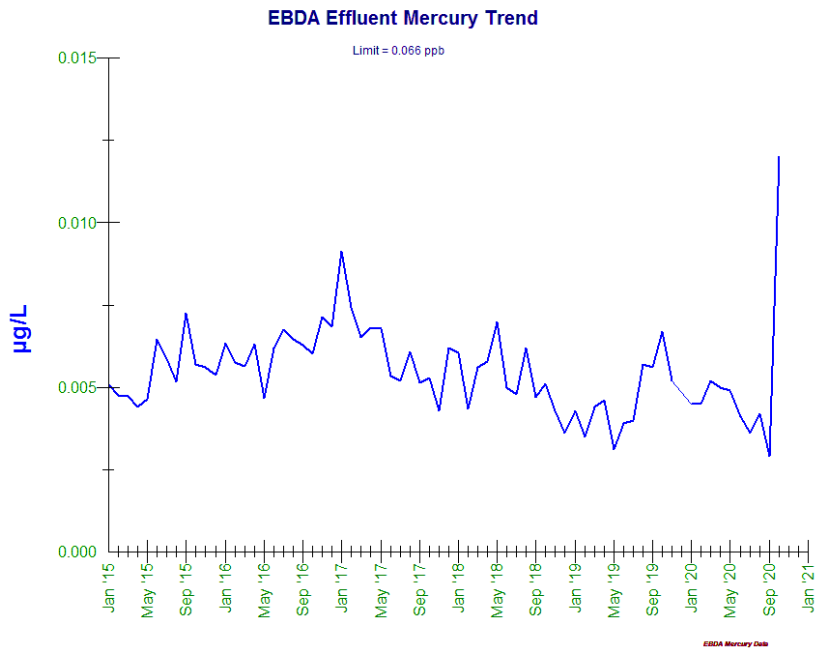
EBDA's five-year trend for copper shows that while individual member agency effluent concentrations have varied, EBDA's common outfall concentration consistently averaged less than 20 ppb, versus a permit limit of 53 ppb (see Figure 3).

**Figure 3 – Effluent Copper Trend**



EBDA's effluent mercury loads also continue to be well below permit limits, as shown in Figure 4.

Figure 4 – Effluent Mercury Trend



## **ITEM NO. RA6 NUTRIENTS GROUP ANNUAL REPORT**

### **Recommendation**

For the Committee's information only; no action is required.

### **Background**

While the loads of nutrients such as nitrogen and phosphorus to San Francisco Bay are higher than other estuaries, the Bay has historically been very resilient, and negative impacts of nutrient enrichment such as eutrophication have not occurred. Over the last decade, concerning trends caused the scientific and regulatory community to question whether the Bay's resilience is weakening. Bay Area wastewater agencies, through the Bay Area Clean Water Agencies (BACWA), have participated in a positive collaboration with a wide variety of stakeholders to implement a Nutrient Management Strategy that focuses on conducting scientific research and modeling to determine the effects of nutrients on the Bay ecosystem, and protective levels of nutrient loading going forward.

BACWA worked closely with staff of the San Francisco Bay Regional Water Quality Control Board (Water Board) to negotiate a second Watershed Permit for nutrients. The permit went into effect on July 1, 2019 and includes the following key elements:

- Influent and effluent monitoring and continued annual regional reporting.
- Increased funding for scientific research on the fate and effects of nutrients in the Bay.
- A regional assessment of the feasibility and cost for reducing nutrients through multi-benefit nature-based solutions, including wetlands and horizontal levees.
- A regional assessment of nutrient reductions that will be achieved through water recycling.
- Establishment of a baseline nutrient load based on current nitrogen discharges over the dry season.
- Inclusion of load targets for 2024 that may be used as effluent limits if supported by scientific research.
- Recognition of agencies implementing early action projects that will reduce nutrient loads during this permit term, which includes Oro Loma and Hayward.

This report contains an update on regional reporting, Bay science and modeling, and strategy discussions for the next Watershed Permit.

### **Discussion**

#### **Group Annual Report**

As it has every year since 2014, on February 1, 2021 BACWA submitted its Group Annual Report under the Nutrients Watershed Permit. The Report summarizes the nitrogen and phosphorus concentrations and loads from the thirty-seven wastewater treatment plants that discharge to San Francisco Bay. While EBDA's Member Agencies are required to periodically monitor for nutrients, the data contained in this report is only

for the combined effluent discharged through EBDA's common outfall.

The full report can be found at the following link:

[https://bacwa.org/wp-content/uploads/2021/02/FINAL-2020-BACWA-GAR\\_20210201\\_wAppendices.pdf](https://bacwa.org/wp-content/uploads/2021/02/FINAL-2020-BACWA-GAR_20210201_wAppendices.pdf)

The table below summarizes dry season discharges and gives an indication of current trends. The next Watershed Permit is likely to regulate Total Inorganic Nitrogen, or TIN (in kg N/day), which as the report notes do not show any emerging dry season trends. EBDA's TIN loading trend is slightly upward, though it is expected that this will begin to trend down as planned nutrient optimization projects come online.

**Table 7-6. Discharge: Summary of Dry Season Flow and Concentrations to the Bay**

Constituent	2013 (a)	2014 (a)	2015 (a)	2016 (a)	2017 (a)	2018 (a)	2019 (a)	2020 (a)	Trend (b,c)	8 Year Avg
Flow, mgd	393	380	351	372	396	383	393	363	None	22.7
Ammonia, mg NL	22.9	25.2	27.3	26.5	26.0	26.9	22.9	25.8	Up (0.9%/yr)	18.6
NOx, mg N/L	8.99	8.24	9.42	7.90	7.82	7.57	8.99	7.29	Down (-3.4%/yr)	43.7
TIN, mg N/L <sup>(d)</sup>	31.8	33.5	36.7	34.4	33.8	34.5	31.8	33.3	None	38.6
TP, mg P/L	2.28	2.31	2.69	2.81	2.44	2.76	2.28	2.76	Up (2.2%/yr)	2.60

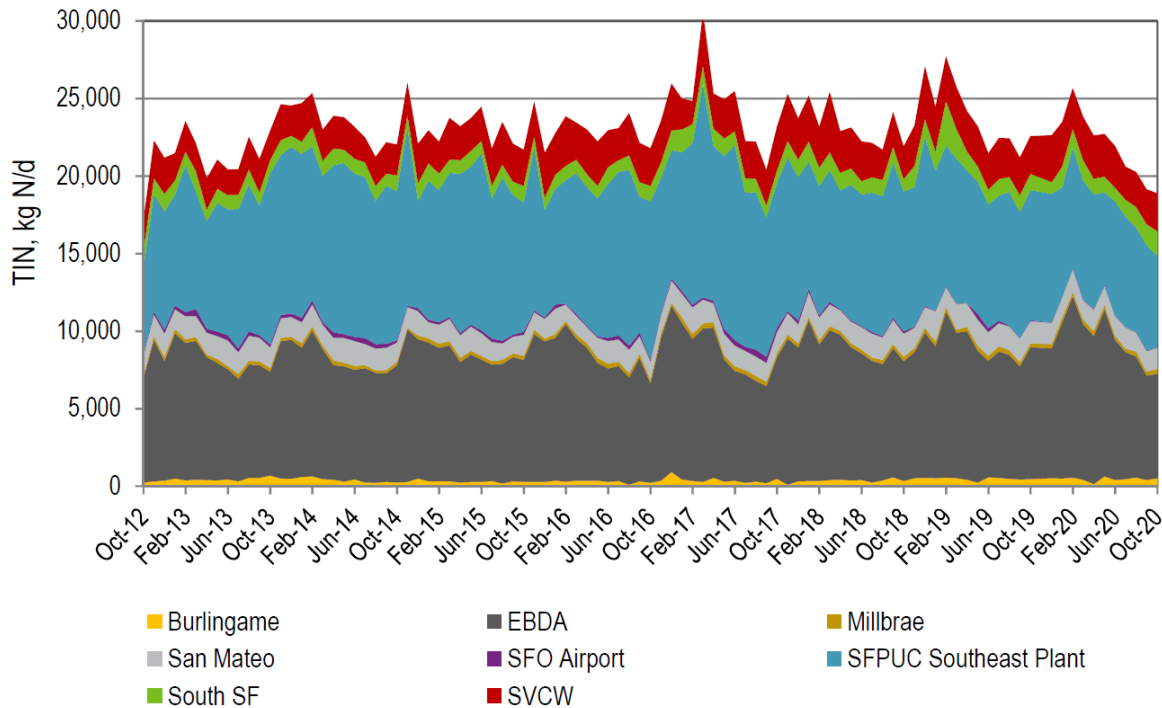
- a. The dry season represents May 1 through September 30 for each calendar year.
- b. Trend analysis is based on average monthly values. Discernible trends were identified based on the slope of a regression line determined using the method of least squares to fit the data ( $\alpha = 0.05$ ). Sample size is 40. Where "None" is stated, the limited dataset does not indicate a statistically relevant trend.
- c. The percent change represents the change per year as a percentage of the average value over the entire dataset (2012-2019) (not considered if trend is "None").
- d. The TIN values do not necessarily equal ammonia plus NOx due to instances when ammonia was sampled more frequently than NOx.

This year's loads were also impacted by changing flow and load patterns associated with the COVID-19 pandemic and associated shelter-in-place orders. The report notes that it is unclear when or whether flows and loads will return to their pre-pandemic norms.

New in this year's report was an analysis of influent loading to each wastewater plant. This data is used to examine load reductions across the plant. Because it is more complicated to compare the influent to EBDA's six wastewater plants to the common effluent, this analysis was deferred to next year, when the consultant anticipates working with EBDA and member agency staff on a mass balance.

Compliance with the next Watershed Permit is expected to be based on TIN by subembayment, so EBDA's discharge will be pooled with other South Bay dischargers, including San Francisco, to measure compliance against a target. The South Bay subembayment accounts for nearly half of the load discharged to San Francisco Bay. The graph below shows EBDA's historic contribution of TIN to the South Bay relative to other dischargers. Modeling work is continuing to better define the subembayments and relative contributions of each discharger. This work will be key to understanding how

compliance will be established and to development of any type of nutrient trading program.



### Science and Modeling

As we approach the next Watershed Permit, the continued scientific work and modeling being conducted by San Francisco Estuary Institute (SFEI) to better understand the impacts of nutrients in the Bay become ever more important. To ensure that Bay Area wastewater plants are well-represented in scientific discussions and are able to provide meaningful feedback to the SFEI science team, BACWA put out a request for proposals for a technical consultant to assist with review of SFEI Nutrient Management Strategy documents. Based on a competitive process, BACWA selected retired EBDA General Manager, Mike Connor, to serve as BACWA's technical consultant on nutrient issues. Mike has both the scientific background and the policy and technical history to add significant value for BACWA.

### Negotiation of Third Watershed Permit

In preparation for negotiation of the next Watershed Permit, BACWA has reconstituted its Nutrient Strategy Team, made up of representatives from wastewater plants around the Bay. One of the key questions facing BACWA is whether to accept the Water Board's concept that nitrogen load caps must be included in the next permit or whether to push back on that need in light of the current scientific understanding. To inform strategy development, BACWA recently conducted a survey of its members to better understand planned nutrient removal projects and timing. The next meeting of BACWA's Nutrient Strategy Team is scheduled for March 15, 2021.



**ITEM NO. RA7 BACWA KEY REGULATORY ISSUE SUMMARY**

**Recommendation**

For the Committee's information only; no action is required.

**Background**

Periodically, BACWA's Regulatory Program Manager updates a Key Regulatory Issues Summary that contains succinct information on regulatory issues of interest to Bay Area wastewater agencies. The Summary matrix contains background, challenges and recent updates, next steps for BACWA, and links to key resources and documents.

**Discussion**

The most recent issue summary is attached. Previous versions are available at <https://bacwa.org/regulatory-issues-summaries/>.



## KEY REGULATORY ISSUE SUMMARY

### Updated February 3, 2021

Action items for member agencies are in **bold**

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Background Highlights	Challenges and Recent Updates	Next Steps for BACWA	Links/Resources
<b>NUTRIENTS IN SAN FRANCISCO BAY</b>			
<ul style="list-style-type: none"> <li>San Francisco Bay receives some of the highest nitrogen loads among estuaries worldwide, yet has not historically experienced the water quality problems typical of other nutrient-enriched estuaries. It is not known whether this level of nitrogen loading, which will continue to increase in proportion to human population increase, is sustainable over the long term.</li> <li>Because of the complexity of the science behind nutrient impacts in the SF Bay, stakeholders in the region are participating in a steering committee to prioritize scientific studies and ensure that all science to be used for policy decisions is conducted under one umbrella.</li> </ul>	<ul style="list-style-type: none"> <li>For FY21, BACWA contributed the \$2.2M required by the Watershed Permit, as well as “frontloading” an additional \$0.4M to accelerate the pace of the science that will be used for management decisions for the third Watershed Permit.</li> <li>The focus of current scientific efforts is improving model representation of biogeochemistry, light attenuation, dissolved oxygen, and Harmful Algal Bloom dynamics. Field and lab observations are supporting these improvements.</li> <li>The science team is developing an Assessment Framework for deep subtidal habitats and Lower South Bay sloughs.</li> <li>The science team is assessing the geographic zone of influence of each plant’s discharge, which will aid in developing management approaches.</li> </ul>	<ul style="list-style-type: none"> <li>BACWA and the Regional Water Board are discussing the possibility of an extension of the current permit term to increase scientific certainty prior to making management decisions.</li> <li>Continue to participate in steering committee, Nutrient Management Strategy, Nutrient Technical Workgroup, and planning subcommittee meetings, and provide funding for scientific studies.</li> <li>Form a Nutrient Technical Team that will engage a consultant to provide technical review of work products and charge questions for the science team.</li> </ul>	<p>BACWA Nutrients Page: <a href="https://bacwa.org/nutrient/s/">https://bacwa.org/nutrient/s/</a></p> <p>SFEI Nutrient Science Plan Documents: <a href="http://sfbaynutrients.sfei.org/books/reports-and-work-products">http://sfbaynutrients.sfei.org/books/reports-and-work-products</a></p>

Background Highlights	Challenges and Recent Updates	Next Steps for BACWA	Links/Resources
<b>SF BAY NUTRIENT WATERSHED PERMIT</b>			
<ul style="list-style-type: none"> <li>• The first nutrient watershed permit was adopted in April 2014. The first watershed permit required a regional study on Nutrient Treatment by Optimization and Upgrades, completed in 2018.</li> <li>• The 2<sup>nd</sup> Nutrient Watershed Permit was adopted in May 2019 with an effective date of July 1, 2019. It includes: <ul style="list-style-type: none"> <li>○ Continued individual treatment plant nutrient monitoring and reporting;</li> <li>○ Continued group annual reporting;</li> <li>○ Significantly increased funding for science;</li> <li>○ Regional assessment of the feasibility and cost for reducing nutrients through nature-based systems and recycled water;</li> <li>○ Establishing current performance for TIN, and “load targets” for nutrient loads based on 2018 load data plus a 15% buffer for growth and variability</li> <li>○ Recognition of “early actors” who are planning projects that will substantially decrease TIN loads.</li> </ul> </li> <li>• Through the nutrient surcharge levied on permittees, BACWA funds compliance with the following provisions on behalf of its members: <ul style="list-style-type: none"> <li>○ Group Annual Reporting</li> <li>○ Regional Studies on Nature-Based Systems and Recycled Water</li> <li>○ Support of scientific studies through the RMP at \$2.2M per year through the five-year permit term.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• In December 2019, BACWA submitted scoping and evaluation plans for the Recycled Water and Nature-Based Systems studies required by the 2<sup>nd</sup> watershed permit.</li> <li>• Each year, BACWA submits a Group Annual Report on behalf of its members. The report summarizes trends in nutrient concentrations and loading for each agency, and for all the agencies as a whole.</li> <li>• The annual reporting period in the 2<sup>nd</sup> Watershed permit is based on a water year (October 1 – September 30<sup>th</sup>) The first group annual report submitted under the 2<sup>nd</sup> watershed permit was submitted in February 2020.</li> <li>• Each year by February 1, BACWA and SFEI submit an annual science implementation plan and schedule update, as required by the 2<sup>nd</sup> watershed permit.</li> <li>• Agencies with plans to substantially reduce nutrients are recognized in the Fact Sheet of the 2<sup>nd</sup> watershed permit.</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Agencies respond to a BACWA survey regarding load projections for Total Inorganic Nitrogen.</b></li> <li>• <b>Agencies continue to report nutrient monitoring to the Water Boards through CIWQS and to BACWA via the data sheet.</b></li> <li>• <b>Agencies with plans to implement projects that will substantially reduce nutrient loads should keep the Regional Water Board and BACWA apprised, to get credit for “early actions”.</b></li> <li>• <b>Work with HDR and SFEI as needed to collect information for Nutrient Removal by Recycled Water Evaluation and the Nature-Based Systems study.</b> Agencies provided preliminary information in June 2020, and outreach to individual agencies will be conducted in several waves in 2021.</li> <li>• Begin discussions about development of a potential Nutrient Trading framework.</li> <li>• BACWA has reconvened the Nutrient Strategy Team (NST) that will negotiate with the Regional Water Board to develop the tenets for the 3<sup>rd</sup> Watershed Permit.</li> </ul>	<p>2nd Nutrient Watershed Permit:  <a href="https://www.waterboards.ca.gov/sanfranciscobay/board_info/agendas/2019/May/6_ssr.pdf">https://www.waterboards.ca.gov/sanfranciscobay/board_info/agendas/2019/May/6_ssr.pdf</a></p> <p>Scoping and Evaluation Plans for Recycled Water and Nature-Based Systems:  <a href="https://bacwa.org/document-category/2nd-watershed-permit-studies/">https://bacwa.org/document-category/2nd-watershed-permit-studies/</a></p> <p>Optimization/Upgrade Study Final Report:  <a href="https://bacwa.org/wp-content/uploads/2018/06/BACWA_Final_Nutrient_Reduction_Report.pdf">https://bacwa.org/wp-content/uploads/2018/06/BACWA_Final_Nutrient_Reduction_Report.pdf</a></p> <p>Optimization/Upgrade Report Brochure:  <a href="https://bacwa.org/wp-content/uploads/2019/03/BACWA-2019-Nutrient-Brochure_Final_20190301.pdf">https://bacwa.org/wp-content/uploads/2019/03/BACWA-2019-Nutrient-Brochure_Final_20190301.pdf</a></p> <p>BACWA Group Nutrient Annual Reports:  <a href="http://bacwa.org/document-category/nutrient-annual-reports/">http://bacwa.org/document-category/nutrient-annual-reports/</a></p>

Background Highlights	Challenges and Recent Updates	Next Steps for BACWA	Links/Resources
<b>CHLORINE RESIDUAL COMPLIANCE</b>			
<ul style="list-style-type: none"> <li>• The Basin Plan chlorine residual effluent limit is 0.0 mg/L. Chlorine residual is the most frequent parameter for violations for Region 2 POTWs. Because there are 24 hourly reporting events each day, the “opportunities” for violations are enormous. However, the actual violation rates are infinitesimal (~0.001%).</li> <li>• Agencies are overdosing their effluent with the dechlorination agent, sodium bisulfite, to prevent chlorine violations, a practice which costs more than \$1 million regionally each year.</li> </ul>	<ul style="list-style-type: none"> <li>• The Regional Water Board worked with BACWA to develop a Basin Plan Amendment (BPA) modifying the effluent limit for chlorine residual.</li> <li>• The draft BPA includes: <ul style="list-style-type: none"> <li>○ A 0.013 mg/L Water Quality Objective in marine and estuarine waters, which will be applied as a WQBEL in permits and calculated incorporating dilution. The WQBEL will be applied as a one-hour average.</li> <li>○ A Minimum Level (ML), or Reporting Limit of 0.05 mg/L for online continuous monitoring system.</li> </ul> </li> <li>• The BPA was adopted by the Regional Water Board on November 18, 2020. It will not go into effect until it is approved by the State Water Board, Office of Administrative Law, and EPA, which is expected by late 2021.</li> </ul>	<ul style="list-style-type: none"> <li>• Work with Regional Water Board staff to develop a regional blanket permit amendment that would implement the new BPA for all Region 2 dischargers at one time. This approach which would accelerate implementation compared to a slower, permit-by-permit rollout.</li> </ul>	<p>Final BPA adopted by Regional Water Board  <a href="https://www.waterboards.ca.gov/sanfranciscobay/water_issues/programs/planningtmdls/amendments/chlorinebpa/2_Chlorine_Resolution_R2-2020-0031.pdf">https://www.waterboards.ca.gov/sanfranciscobay/water_issues/programs/planningtmdls/amendments/chlorinebpa/2_Chlorine_Resolution_R2-2020-0031.pdf</a></p> <p>Final BPA Staff Report:  <a href="https://www.waterboards.ca.gov/sanfranciscobay/water_issues/programs/planningtmdls/amendments/chlorinebpa/3_Chlorine_BPA_Final_staff_report.pdf">https://www.waterboards.ca.gov/sanfranciscobay/water_issues/programs/planningtmdls/amendments/chlorinebpa/3_Chlorine_BPA_Final_staff_report.pdf</a></p> <p>BACWA Comment Letter on draft BPA:  <a href="https://bacwa.org/document/chlorine-basin-plan-amendment-bacwa-comment-letter/">https://bacwa.org/document/chlorine-basin-plan-amendment-bacwa-comment-letter/</a></p>

Background Highlights	Challenges and Recent Updates	Next Steps for BACWA	Links/Resources
<b>PESTICIDES</b>			
<ul style="list-style-type: none"> <li>Pesticides are regulated via FIFRA, and not the Clean Water Act. POTWs do not have the authority to regulate pesticide use in their service area, but may be responsible for pesticide impacts to their treatment processes or to surface water.</li> <li>Through BAPPG, BACWA aims to proactively support a scientifically sound pesticide management program that will not impact POTWs' primary functions of collecting and treating wastewater, recycling water, and managing biosolids.</li> </ul>	<ul style="list-style-type: none"> <li>EPA reviews all registered pesticides at least once every 15 years. Each review allows opportunity for public comment.</li> <li>BACWA has funded consultant support to write comment letters advocating for the consideration of POTW and surface water issues during EPA's risk assessments as part of reregistration. Funding was increased from \$30K to \$60K in FY20/21.</li> <li>The Regional Water Board leverages BACWA's efforts to provide their own comment letters to EPA.</li> <li>With chronic toxicity limits likely in the near term, POTWs will be in compliance jeopardy if pesticides contribute to toxicity.</li> <li>Baywise.org has launched webpages on flea and tick control messaging to pet owners and veterinarians.</li> </ul>	<ul style="list-style-type: none"> <li>Continue to comment on pesticide re-registrations.</li> <li>Work with veterinary associations on messaging with respect to flea and tick control alternatives.</li> <li>Continue to develop summary of EPA actions on pesticides.</li> <li>Look for opportunities to work with CalDPR on pesticides research.</li> <li>Work with other regional associations to identify opportunities for collaboration.</li> </ul>	<p>BACWA Pesticides Regulatory Update and Call to action:  <a href="https://bacwa.org/wp-content/uploads/2016/02/BACWA-Pesticide-Regulatory-Update-2016-1.pdf">https://bacwa.org/wp-content/uploads/2016/02/BACWA-Pesticide-Regulatory-Update-2016-1.pdf</a></p> <p>BACWA Pesticide Regulatory Support Page:  <a href="https://bacwa.org/document-category/pesticides-regulatory-support/">https://bacwa.org/document-category/pesticides-regulatory-support/</a></p> <p>Baywise flea and tick pages:  <a href="https://baywise.org/">https://baywise.org/</a></p>
<b>ENTEROCOCCUS LIMITS</b>			
<ul style="list-style-type: none"> <li>In August 2018, the State Water Board adopted new statewide bacteria water quality objectives and implementation options to protect recreational users from the effects of pathogens in California water bodies. The objectives and implementation options are a new part 3 of the Water Quality Control Plan for the SIP and Ocean Plan.</li> <li>The Objectives were approved by the Office of Administrative Law in February 2019 and by EPA in March 2019</li> </ul>	<ul style="list-style-type: none"> <li>The new enterococcus objective for saline waters is a six-week rolling geometric mean of enterococci not to exceed 30 cfu/100 mL, calculated weekly, with a statistical threshold value of 110 cfu/100 mL, not to be exceeded by more than 10 percent of the samples collected in a calendar month, calculated in a static manner.</li> <li>The Regional Water Board has been granting dilution credit upon request when implementing the new objectives in NPDES permits.</li> </ul>	<ul style="list-style-type: none"> <li>BACWA worked with SFEI and funded a study of background enterococcus levels in the SF Bay. Surface water samples were collected in July (dry season) and January (wet season) throughout the Bay. Samples from all stations were below the 30 CFU/100 mL WQO, justifying allowing for dilution credits when implementing the WQO. The study was completed and submitted in June 2020.</li> </ul>	<p>SWB Bacterial Objective page:  <a href="https://www.waterboards.ca.gov/bacterialobjectives/">https://www.waterboards.ca.gov/bacterialobjectives/</a></p> <p>SFEI Final Report on Enterococci in the SF Bay:  <a href="https://bacwa.org/wp-content/uploads/2020/08/BACWA-2020-Enterococci-report_final.pdf">https://bacwa.org/wp-content/uploads/2020/08/BACWA-2020-Enterococci-report_final.pdf</a></p>

Background Highlights	Challenges and Recent Updates	Next Steps for BACWA	Links/Resources
<b>MERCURY AND PCBS</b>			
<ul style="list-style-type: none"> <li>• The Mercury &amp; PCB Watershed Permit was reissued in November 2017 with an effective date of January 1, 2018. The Watershed Permit is based on the TMDLs for each of these pollutants.</li> <li>• Aggregate PCB and mercury loads have been well below waste load allocations through 2019, the last year for which data have been compiled.</li> <li>• Method 1668C for measuring PCB congeners has not been promulgated by EPA. Data collected during the first permit term varied widely depending on which laboratory performed the analyses. BACWA Laboratory Committee developed an updated PCB Protocol to reduce variability between laboratories running Method 1668C, effective January 1, 2014. Data have been more consistent since the distribution of this document.</li> </ul>	<ul style="list-style-type: none"> <li>• The 2017 watershed permit reduces monitoring frequencies via Method 1668C for agencies with design flows of less than 50 MGD. It also incorporates the laboratory guidance from the BACWA PCB Protocol.</li> <li>• The permit requires continued risk reduction program funding. In 2020, BACWA continued to fund a contract worth \$12,500 to the California Indian Environmental Alliance to conduct risk reduction activities related to fish consumption. A previous contract for APA Family Support Services is now complete.</li> <li>• In 2017, EPA adopted federal pretreatment program rules requiring dental offices to install dental amalgam separators. The rule is intended to reduce dental office discharge of mercury. The compliance date was July 14, 2020.</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Conduct outreach to dentists to ensure all facilities have completed the one-time compliance report required by the federal pretreatment program. The reports were due October 12, 2020.</b></li> <li>• Continue outreach to dentists on mandatory amalgam separation through BAPPG and BACWA's pretreatment committee.</li> <li>• Schedule risk reduction presentations by the grantees to the Regional Water Board in 2021.</li> </ul>	<p>2017 Mercury/PCB Watershed Permit:  <a href="http://www.waterboards.ca.gov/sanfranciscobay/board_decisions/adopted_orders/2012/R2-2012-0096.pdf">http://www.waterboards.ca.gov/sanfranciscobay/board_decisions/adopted_orders/2012/R2-2012-0096.pdf</a></p> <p>Risk Reduction Materials:  <a href="https://bacwa.org/mercury-pcb-risk-reduction-materials/">https://bacwa.org/mercury-pcb-risk-reduction-materials/</a></p> <p>Updated BACWA PCBs Protocol:  <a href="https://bacwa.org/wp-content/uploads/2014/02/PCBs-Sampling-Analysis-and-Reporting-Protocols-Dec13.pdf">https://bacwa.org/wp-content/uploads/2014/02/PCBs-Sampling-Analysis-and-Reporting-Protocols-Dec13.pdf</a></p> <p>One-Time Compliance Report for Dental Offices:  <a href="https://www.waterboards.ca.gov/water_issues/programs/npdes/docs/drinking_water/one-time_compliance_report_for_dental_offices.pdf">https://www.waterboards.ca.gov/water_issues/programs/npdes/docs/drinking_water/one-time_compliance_report_for_dental_offices.pdf</a></p>



Background Highlights	Challenges and Recent Updates	Next Steps for BACWA	Links/Resources
<b>STATE WATER BOARD TOXICITY PROVISIONS</b>			
<ul style="list-style-type: none"> <li>• The State Water Board has been working since before 2012 to establish Toxicity Provisions in the SIP that would introduce uniform Whole Effluent Toxicity Requirements for the State</li> <li>• During individual permit reissuances since 2015, the Regional Water Board has been performing RPAs for chronic toxicity and giving chronic toxicity limits to agencies with Reasonable Potential.</li> <li>• Proposed Final Statewide Toxicity Provisions were released in October 2020, incorporating revisions to previous versions from 2018 to 2020. The Provisions establish: <ul style="list-style-type: none"> <li>○ Use of Test of Significant Toxicity (TST) as statistical method to determine toxicity replacing EC25/IC25 (with concerns it will lead to more false positive results);</li> <li>○ Numeric limits for chronic toxicity for POTWs &gt;5 MGD and with a pretreatment program; smaller POTWs would receive effluent targets and only receive limits if Reasonable Potential is established;</li> <li>○ Regional Water Board discretion on whether to require RPAs for acute toxicity;</li> <li>○ For POTWs with <i>Ceriodaphnia dubia</i> as most sensitive species, numeric targets rather than limits until after completion of state-wide study on lab/ testing issues (Dec. 31, 2023).</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• The State Water Board adopted the Statewide Toxicity Provisions at its December 1, 2020 meeting. The Provisions are likely to come into effect in mid-2021 after review by OAL and EPA.</li> <li>• In December 2020, Regional Water Board staff provided BACWA with a copy of draft sample NPDES permit language. The sample permit language will ultimately be copied into each newly adopted permit in the region, filling in details about monitoring and screening requirements that the Provisions leave to Regional Water Board discretion.</li> <li>• Implementation is likely to be on a permit-by-permit basis as new individual NPDES permits are issued.</li> <li>• Since 2016, agencies have had the option to skip sensitive species screening upon permit reissuance and pay the avoided funds to the RMP to be used for CECs studies. Now that agencies will once again be required by the provisions to do sensitive species screening, this will reduce RMP funds by approximately \$100K per year.</li> <li>• BACWA has joined SCAP, CVCWA and NACWA in a lawsuit alleging EPA did not follow proper procedure in requiring use of the TST, which has not been officially promulgated. The lawsuit was dismissed on Statute of Limitation grounds, but the group has filed an appeal.</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Continue to work with Regional Water Board on language for implementing Toxicity Provisions in Region 2 NPDES Permits.</b></li> <li>• Regional Water Board staff presented draft permit language to the BACWA Permits Committee at its December 2020 meeting, and it is being circulated for BACWA member review.</li> <li>• Collaborate with State Water Board, CASA and POTWs Statewide on the special study on the <i>Ceriodaphnia dubia</i> test method.</li> <li>• Develop an alternative funding mechanism for RMP CECs studies by seeking reduced monitoring for items other than chronic toxicity screening. A draft plan is under development.</li> </ul>	<p>SWRCB Toxicity Page: <a href="http://www.swrcb.ca.gov/water_issues/programs/state_implementation_policy/tx_ass_cntrl.shtml">http://www.swrcb.ca.gov/water_issues/programs/state_implementation_policy/tx_ass_cntrl.shtml</a></p> <p>Toxicity Workshop Presentations from 2017 BACWA Workshop: <a href="https://bacwa.org/bacwa-toxicity-workshop-september-18-2017/">https://bacwa.org/bacwa-toxicity-workshop-september-18-2017/</a></p> <p>Regional Water Board presentation on implementation of Statewide Toxicity Provisions from December 2020 <a href="https://bacwa.org/wp-content/uploads/2021/01/Slides-from-RWQCB-Regarding-R2-Tox-Language-in-NPDES-Permits-2020-12-08.pdf">https://bacwa.org/wp-content/uploads/2021/01/Slides-from-RWQCB-Regarding-R2-Tox-Language-in-NPDES-Permits-2020-12-08.pdf</a></p>

Background Highlights	Challenges and Recent Updates	Next Steps for BACWA	Links/Resources
<b>COMPOUNDS OF EMERGING CONCERN (CECS)</b>			
<ul style="list-style-type: none"> <li>Pharmaceuticals and other trace compounds of emerging concern (CECs) are ubiquitous in wastewater at low concentrations and have unknown effects on aquatic organisms.</li> <li>The State Water Board is considering developing a Pilot CECs Monitoring Plan for the State.</li> <li>Region 2's CEC strategy focuses on monitoring/tracking concentrations of constituents with high occurrence and high potential toxicity. Much of what the State Water Board is considering for its Pilot Monitoring Plan is already being implemented in Region 2 through the RMP.</li> </ul>	<ul style="list-style-type: none"> <li>The Regional Water Board has stated that voluntary and representative participation in RMP CECs studies is key to avoiding regulatory mandates for CECs monitoring. These studies are informational and not for compliance purposes. BACWA developed a White Paper on representative participation to be used to support facility selection for these studies. It is intended to be a living document with ongoing updates</li> <li>Microplastics have been a focus of the RMP in recent years. BACWA has participated in the Workgroup and developed a POTW Fact Sheet. One conclusion of the RMP work is that POTWs contribute much lower microplastic loads than stormwater.</li> <li>DDW has adopted a definition of Microplastics in Drinking Water (may apply to other matrices such as wastewater and stormwater in the future).</li> <li>The OPC is funding a study in 2021 that will look at microplastic removal through wastewater treatment processes.</li> </ul>	<ul style="list-style-type: none"> <li><b>Continue to participate in the RMP CEC Workgroup.</b></li> <li><b>Participate in studies of sunscreens (2 facilities planned) and microplastics (6 facilities planned) by collecting wastewater samples at member facilities.</b></li> <li>Provide ongoing updates to White Paper for use by the RMP in selecting representative POTWs for participation in CEC studies, and develop a proposal for ongoing monitoring.</li> <li>Continue tracking State Water Board and Ocean Protection Council actions re: microplastics via the CASA Microplastics Workgroup.</li> <li>Continue efforts to provide a funding stream for RMP CEC studies based on reducing other NPDES permit monitoring and reporting requirements.</li> </ul>	<p>RMP CEC Workgroup:  <a href="http://www.sfei.org/rmp/ecwg#tab-1-4">http://www.sfei.org/rmp/ecwg#tab-1-4</a></p> <p>BACWA CECs White Paper:  <a href="https://bacwa.org/document/bacwa-cec-white-paper-updated-june-2020/">https://bacwa.org/document/bacwa-cec-white-paper-updated-june-2020/</a></p> <p>BACWA Microplastics Fact Sheet:  <a href="https://bacwa.org/wp-content/uploads/2019/09/BACWA-Microplastics-flyer.pdf">https://bacwa.org/wp-content/uploads/2019/09/BACWA-Microplastics-flyer.pdf</a></p> <p>SFEI Microplastics Science Strategy:  <a href="http://www.sfei.org/documents/microplastic-monitoring-and-science-strategy-san-francisco-bay">www.sfei.org/documents/microplastic-monitoring-and-science-strategy-san-francisco-bay</a></p> <p>SWRCB Microplastics in Drinking Water page:  <a href="https://www.waterboards.ca.gov/drinking_water/certlic/drinkingwater/microplastics.html">https://www.waterboards.ca.gov/drinking_water/certlic/drinkingwater/microplastics.html</a></p>



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<b>PER- AND POLYFLUOROALKYL SUBSTANCES (PFAS)</b>			
<ul style="list-style-type: none"> <li>• Per- and polyfluoroalkyl substances made substances (PFAS) are a large group of human-made substances that are very resistant to heat, water, and oil. PFAS have been used extensively in surface coating and protectant formulations; common PFAS-containing products are non-stick cookware, cardboard/paper food packaging, water-resistant clothing, carpets, and fire-fighting foam.</li> <li>• Perfluorooctane sulfonic acid (PFOS) and perfluorooctanoic acid (PFOA) are two types of PFAS that are no longer manufactured in the US; however, other types of PFAS are still produced and used in the US.</li> <li>• All PFAS are persistent in the environment, can accumulate within the human body, and have demonstrated toxicity at relatively low concentrations. PFOA and PFOS were found in the blood of nearly all people tested in several national surveys.</li> <li>• Potential regulatory efforts to address PFAS focus on drinking water in order to minimize human ingestion of these chemicals, although regulators have also expressed concern about uptake into food from land applied biosolids.</li> </ul>	<ul style="list-style-type: none"> <li>• In Aug 2019, DDW lowered the drinking water notification levels (NLs) to 6.5 ng/L for PFOS and 5.1 ng/L for PFOA (lowest detection possible at the time). In Feb 2020, DDW also lowered the 'response levels' (RLs) to 10 ng/L for PFOA and 40 ng/L for PFOS.</li> <li>• Under AB756 (July 2019), DDW can order public water systems to monitor PFAS, consumers must be notified if NLs/RLs are exceeded, and water sources must be removed from service or blended/ treated if RLs are exceeded (if possible). DDW has requested OEHHA develop NLs for seven other PFAS compounds and public health goals (PHGs) for both PFOA and PFOS, the next step in establishing drinking water MCLs.</li> <li>• In 2019, the SWRCB developed a phased investigation action plan requiring testing of drinking water systems and site investigations at high risk locations for PFAS. Investigative orders are issued as follows: <ul style="list-style-type: none"> <li>○ Mar/Apr 2019 - landfills and airports and adjacent public water systems</li> <li>○ Oct 2019 - chrome-platers</li> <li>○ July 2020 - POTWs</li> <li>○ TBD 2021 - refineries &amp; bulk terminals</li> </ul> </li> <li>• The Summit Partners held several PFAS Workshops on the SWRCB investigative order for POTWs in late 2020 and early 2021.</li> </ul>	<ul style="list-style-type: none"> <li>• The July 2020 SWRCB investigative Order for POTWs is not applicable to Region 2 agencies. Instead, BACWA worked with RWB staff and obtained State Water Board approval to fund and conduct a regional study through the RMP.</li> <li>• SFEI is conducting this study in two phases: <ul style="list-style-type: none"> <li>○ In Phase 1, fourteen representative facilities collected samples in Q4 2020 for influent, effluent, RO concentrate, and biosolids. SFEI will analyze data and prepare report (anticipated May 2021).</li> <li>○ Phase 2 will be conducted in Summer/ Fall 2021 and will be designed based on recommendations from Phase 1 report.</li> </ul> </li> <li>• BACWA will continue collaboration with Summit Partners and non-governmental organizations on legislation related to pollution prevention, as well as tracking developments at the State and Regional level.</li> </ul>	<p>Region 2 PFAS Study Phase 1 Sampling Plan: <a href="https://bacwa.org/wp-content/uploads/2020/12/SFEI-Final-PFAS-SAP-Phase-1-2020-11-23.pdf">https://bacwa.org/wp-content/uploads/2020/12/SFEI-Final-PFAS-SAP-Phase-1-2020-11-23.pdf</a></p> <p>Summit Partners PFAS Workshop presentations: <a href="https://casaweb.org/calendar/speaker-presentations/">https://casaweb.org/calendar/speaker-presentations/</a></p> <p>SWRCB Investigative Order for POTWs: <a href="https://www.waterboards.ca.gov/board_decisions/adopted_orders/water_quality/2020/wqo2020_0015_dwq.pdf">https://www.waterboards.ca.gov/board_decisions/adopted_orders/water_quality/2020/wqo2020_0015_dwq.pdf</a></p> <p>OEHHA Notification Levels for Drinking Water: <a href="https://oehha.ca.gov/water/notification-levels-chemicals-drinking-water">https://oehha.ca.gov/water/notification-levels-chemicals-drinking-water</a></p> <p>EPA PFAS Resources <a href="https://www.epa.gov/pfas">https://www.epa.gov/pfas</a></p> <p>EPA PFAS Action Plan (updated Feb 2020) <a href="https://www.epa.gov/sites/production/files/2020-01/documents/pfas_action_plan_feb2020.pdf">https://www.epa.gov/sites/production/files/2020-01/documents/pfas_action_plan_feb2020.pdf</a></p>

Background Highlights	Challenges and Recent Updates	Next Steps for BACWA	Links/Resources
<b>SSS WDR REISSUANCE</b>			
<ul style="list-style-type: none"> <li>• The State Water Board plans to reissue the SSS WDR in 2021.</li> <li>• They have sought out early stakeholder engagement through outreach to CASA and the Regional Associations, and NGOs.</li> <li>• Goals for the update are: <ul style="list-style-type: none"> <li>○ Effective spill response</li> <li>○ Proactive planning and management</li> <li>○ Transparent reporting</li> <li>○ “Feasible and reasonable” regulations - good faith effort to comply - personnel, budget, equipment by governing board</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• The State Water Board has identified the following as components to be included: <ul style="list-style-type: none"> <li>○ Resiliency assessment</li> <li>○ Sewershed mapping</li> <li>○ Reporting of PSL spills</li> <li>○ Improvement of CIWQS data quality</li> <li>○ Study of the impact of exfiltration and leakage</li> <li>○ Updated SSMPs that are more enforceable</li> <li>○ Potential incentives for well performing systems</li> <li>○ A new “Category 4” for SSOs less than 50 gallons that do not need to be reported</li> </ul> </li> <li>• CASA provided proposed redlines to the SSS WDR on the text of the SSS WDR, as well as the proposed SSMP outline. They have been meeting with the State Water Board regularly during 2019 and 2020.</li> </ul>	<ul style="list-style-type: none"> <li>• Review and comment on draft SSS WDR when available for public comment, expected in Q1 2021. Discuss response to issues such as exfiltration via BACWA’s Collection Systems Committee.</li> </ul>	<p>SWB SSS WDR page:  <a href="https://www.waterboards.ca.gov/water_issues/programs/ssw/">https://www.waterboards.ca.gov/water_issues/programs/ssw/</a></p> <p>CASA SSS WDR Redlines:  <a href="https://bacwa.org/document/sss-wdr-casa-redlines-8-29-18/">https://bacwa.org/document/sss-wdr-casa-redlines-8-29-18/</a></p> <p>CASA SSS WDR MRP Redlines:  <a href="https://bacwa.org/document/casa-sss-mrp-redlines-08-29-18/">https://bacwa.org/document/casa-sss-mrp-redlines-08-29-18/</a></p>

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<b>ELAP UPDATE</b>			
<ul style="list-style-type: none"> <li>• In May 2020, the State Water Board adopted new comprehensive regulations for the Environmental Laboratory Accreditation Program.</li> <li>• Adoption of the new regulations was required by AB 1438, legislation that became effective in 2018.</li> <li>• The new ELAP regulations will replace the current state-specific accreditation standards with a national laboratory standard established by The NELAC Institute (TNI).</li> </ul>	<ul style="list-style-type: none"> <li>• The new ELAP regulations became effective as of <b>January 1, 2021</b>. Compliance with TNI standards is required beginning <b>January 1, 2024</b>.</li> <li>• Adoption of TNI standards poses a challenge since there are more than 1,000 individual requirements. Setup costs may include: <ul style="list-style-type: none"> <li>○ Hiring and/or training staff;</li> <li>○ Hiring consultants to set up the TNI documentation framework;</li> <li>○ Purchasing Laboratory Information Management System (LIMS) software;</li> <li>○ Purchasing documents and training material from TNI, etc.</li> </ul> </li> <li>• The new standards will be a particular burden on small laboratories, which may choose to close if they cannot economically meet the new standards.</li> <li>• In June 2020, ELAP staff presented on the State Water Board's new 'Roadmap to ELAP Accreditation' program at the Lab Committee meeting.</li> </ul>	<ul style="list-style-type: none"> <li>• Continue to work through BACWA's Laboratory Committee to support members as they navigate laboratory accreditation under the new TNI standards.</li> <li>• Publicize training opportunities offered by consultants, ELAP, and others.</li> <li>• Provide a forum for BACWA laboratories to share experiences and lessons learned from various approaches to TNI implementation.</li> </ul>	<p>State Water Board's 'Roadmap to ELAP Accreditation' page: <a href="https://www.waterboards.ca.gov/drinking_water/certlic/labs/roadmap_to_elap_accreditation.html">https://www.waterboards.ca.gov/drinking_water/certlic/labs/roadmap_to_elap_accreditation.html</a></p> <p>Roadmap to Accreditation Presentation to BACWA Lab Committee: <a href="https://bacwa.org/wp-content/uploads/2020/06/California-ELAP-Regulations-BACWA_06092020.pdf">https://bacwa.org/wp-content/uploads/2020/06/California-ELAP-Regulations-BACWA_06092020.pdf</a></p> <p>State Water Board's ELAP regulations page: <a href="http://www.waterboards.ca.gov/drinking_water/certlic/labs/elap_regulations.shtml">http://www.waterboards.ca.gov/drinking_water/certlic/labs/elap_regulations.shtml</a></p>

Background Highlights	Challenges and Recent Updates	Next Steps for BACWA	Links/Resources
<b>PHASE-OUT OF BIOSOLIDS AS ALTERNATIVE DAILY COVER</b>			
<ul style="list-style-type: none"> <li>Regulatory drivers are indicating that biosolids used as alternative daily cover (ADC) or disposed in landfills will be phased out:               <ul style="list-style-type: none"> <li>AB 341 set a goal to recycle 75% of solid waste by 2020 and CalRecycle's plan to achieve that goal called for a marked, but unquantified, reduction of organics to landfills.</li> <li>SB 1383, adopted in September 2016 requires organics diversion: -50% by 2020 (relative to 2014) -75% by 2025 (relative to 2014)</li> <li>In 2020, CalRecycle will count green waste as disposal (per AB 1594), rather than diversion, even when used as ADC.</li> </ul> </li> <li>Regulations implementing SB 1383 were approved by the Office of Administrative Law on November 9, 2020. The regulation will become effective on January 1, 2022, when states can begin enforcement on jurisdictions. Jurisdictions can begin local enforcement January 1, 2024, and compliance is required by January 1, 2025.</li> </ul>	<ul style="list-style-type: none"> <li>While the regulations implementing SB 1383 don't explicitly forbid biosolids disposal/reuse in landfills, it is assumed that since biosolids are a relatively "clean" waste stream that can be easily diverted, landfills will stop accepting biosolids.</li> <li>In the 2018 BACWA Biosolids survey, more agencies reported that they are developing plans for the phase-out than in the 2016 Survey.</li> <li>Requirements in the final regulations include:               <ul style="list-style-type: none"> <li>Diverted biosolids must be anaerobically digested and/or composted to qualify as landfill reduction.</li> <li>Incineration and surface land disposal sites are designated as "landfills" for accounting purposes.</li> <li>Local ordinances restricting biosolids land application are disallowed.</li> <li>Jurisdictions that divert organic waste must also procure the end products of diversion, such as biogas, biomethane, and compost (biosolids are not included at this time).</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>Consider ways to build a market for compost and other soil amendment products from biosolids, using lessons learned in the Pacific Northwest and Midwest.</li> <li>Actively work through CASA with California Air Resource Board, CalRecycle, State Water Resource Control Board, and California Department of Food and Agriculture to mutually develop sustainable long-term options for the beneficial use of biosolids.</li> <li>Follow efforts of the BABC, investigating all-weather options for biosolids management (including innovative technologies generating energy and other useful bioproducts from biosolids). BABC is a BACWA Project of Special Benefit, beginning in FY20.</li> <li>Participate in BAAQMD's Organics Recovery Technical Working Group to educate their staff on how to address implementation of SB 1383 at the Air District level.</li> <li>Meet with BAAQMD management regularly in 2021 to discuss alignment of state and local regulations.</li> </ul>	<p>BACWA 2018 Biosolids Trends Survey Report: <a href="https://bacwa.org/document/2018-biosolids-trends-survey-report/">https://bacwa.org/document/2018-biosolids-trends-survey-report/</a></p> <p>CASA White Paper on Biosolids Use in Landfills: <a href="https://bacwa.org/wp-content/uploads/2017/01/1-11-17-Sustainability-for-biosolids-use-at-landfills.pdf">https://bacwa.org/wp-content/uploads/2017/01/1-11-17-Sustainability-for-biosolids-use-at-landfills.pdf</a></p> <p>BABC website: <a href="http://www.bayareabiosolids.com/">http://www.bayareabiosolids.com/</a></p> <p>CASA White Paper on SB 1383 Implementation: <a href="https://bacwa.org/document/summary-of-sb-1383-and-its-implementation-casa-2020/">https://bacwa.org/document/summary-of-sb-1383-and-its-implementation-casa-2020/</a></p>

Background Highlights	Challenges and Recent Updates	Next Steps for BACWA	Links/Resources
<b>CLIMATE CHANGE MITIGATION</b>			
<ul style="list-style-type: none"> <li>• CARB's Climate Change Scoping Plan Update lays out the approach for the State to meet its greenhouse gas (GHG) emissions reduction targets through 2030, including additional policies to achieve 40% reduction below 1990 levels by 2030: <ul style="list-style-type: none"> <li>◦ Short-lived climate pollutants (i.e., methane)</li> <li>◦ Carbon sequestration on Natural and Working Lands</li> <li>◦ Largest emitters (transportation, electricity, and industrial sectors)</li> </ul> </li> <li>• SB 1383 (Short-Lived Climate Pollutant Reduction) calls for: <ul style="list-style-type: none"> <li>◦ 40% methane reduction by 2030</li> <li>◦ 75% diversion of organic waste from landfills by 2025</li> <li>◦ Policy and regulatory development encouraging production/use of biogas</li> </ul> </li> <li>• BAAQMD developed a Clean Air Plan that requires GHG emissions reduction track with CARB's 2030 and 2050 targets.</li> <li>• BAAQMD has proposed the development of Regulation 13 (climate pollutants) targeting GHG emission reductions related to organics diversion and management.</li> <li>• In October 2020, Governor Newsom signed Executive Order N-82-20 calling for nature-based land management strategies to address climate change, such as wetlands restoration.</li> </ul>	<ul style="list-style-type: none"> <li>• CARB states POTWs are part of the solution for reducing fugitive methane, and encourages diversion of organics to POTWs to use excess digester capacity and produce biogas. However, diversion also increases biosolids, which also need to be diverted from landfills.</li> <li>• Many POTWs are exploring energy generation, but BAAQMD TAC regulations could make such programs more difficult to implement. Direct injection of biogas to PG&amp;E's pipelines or use as a transportation fuel may be more efficient. OSHA's PSM Standards, triggered by use of biogas offsite (if managing over 10k lbs of biogas onsite), may cause pipeline injection to be cost-prohibitive. CalOSHA has verbally agreed with scenarios exempt from PSM standards.</li> <li>• CARB's previous interest in nitrous oxide emission estimates and/or emission factors for POTWs has shifted to toxic air contaminants. See BAAQMD Rule 11-18.</li> <li>• BAAQMD is developing a suite of Rules under Regulation 13 for climate pollutants methane and nitrous oxide. However, rule development has been suspended due to COVID-19 and lack of data. The delay is allowing time to develop information about current best management practices.</li> </ul>	<ul style="list-style-type: none"> <li>• Work with CASA to look for opportunities for POTWs to help the State meet GHG reduction goals.</li> <li>• Look for opportunities to inform BAAQMD on the opportunities and challenges for climate change mitigation by Bay Area POTWs.</li> <li>• Work with PG&amp;E and BAAQMD to explore options for POTWs to inject biogas into PG&amp;E pipelines. Note: CASA has been discussing the barriers to pipeline injection with CPUC staff and they have proposed reducing their standard from 990 Btu/scf to 970 Btu/scf.</li> <li>• Engage in development of Regulation 13 Rules, which are intended to govern climate pollutants, odors, VOCs and TACs from POTWs and anaerobic digesters.</li> <li>• Continue to work with BAAQMD staff to provide information and education about anaerobic digesters and POTW operations. Participate in the Organics Recovery Technical Working Group, as well as comment on draft Rules. <ul style="list-style-type: none"> <li>◦ Develop information about current best management practices at anaerobic digesters and lagoons.</li> </ul> </li> </ul>	<p>Climate Change Scoping Plan:  <a href="https://www.arb.ca.gov/cc/scopingplan/scoping_plan_2017.pdf">https://www.arb.ca.gov/cc/scopingplan/scoping_plan_2017.pdf</a></p> <p>CARB Short Lived Climate Pollutant Reduction Strategy:  <a href="https://www.arb.ca.gov/cc/shortlived/meetings/03142017/final_slcp_report.pdf">https://www.arb.ca.gov/cc/shortlived/meetings/03142017/final_slcp_report.pdf</a></p> <p>SB 1383:  <a href="http://www.leginfo.ca.gov/pub/15-16/bill/sen/sb_1351-1400/sb_1383_bill_20160919_chaptered.htm">http://www.leginfo.ca.gov/pub/15-16/bill/sen/sb_1351-1400/sb_1383_bill_20160919_chaptered.htm</a></p> <p>BAAQMD Clean Air Plan:  <a href="http://www.baaqmd.gov/plans-and-climate/air-quality-plans/current-plans">http://www.baaqmd.gov/plans-and-climate/air-quality-plans/current-plans</a></p> <p>BAAQMD Regulation 13  <a href="http://www.baaqmd.gov/rules-and-compliance/rules/regulation-13-climate-pollutants">http://www.baaqmd.gov/rules-and-compliance/rules/regulation-13-climate-pollutants</a></p> <p>BACWA Comments on Regulation 13:  <a href="https://bacwa.org/wp-content/uploads/2019/07/BACWA-AIR_FINAL_Comment-Letter_Regulation13_Rules_24_071219.pdf">https://bacwa.org/wp-content/uploads/2019/07/BACWA-AIR_FINAL_Comment-Letter_Regulation13_Rules_24_071219.pdf</a></p>



Background Highlights	Challenges and Recent Updates	Next Steps for BACWA	Links/Resources
<b>CLIMATE CHANGE ADAPTATION</b>			
<ul style="list-style-type: none"> <li>• In 2017, the State Water Board adopted a Climate Change Resolution addressing mitigation and adaptation. One of the requirements is that Regional Water Boards will make recommendations to the State Water Board on the need to modify permits and other regulatory requirements to reduce vulnerability of water and wastewater infrastructure to flooding, storm surges, and sea level rise.</li> <li>• The Regional Water Board identified Climate Change and Wetland Policy Update as the highest priority Basin Planning project in their 2018 Triennial Review.</li> <li>• Climate change and water resilience continue to be strategic priority of the Regional Water Board in FY21.</li> <li>• In April 2019, Governor Newsom signed Executive Order N-10-19 directing State Agencies to recommend a suite of priorities and actions to build a climate-resilient water system and ensure healthy waterways through the 21st century.</li> <li>•</li> </ul>	<ul style="list-style-type: none"> <li>• The State Water Board is planning a data request that they will send to all permitted facilities (collection systems and POTWs) in the State to better understand to what extent agencies are performing climate change vulnerability assessments and/or investing in adaptation measures. They plan to use this information to determine the need for funding assistance or permit requirements for climate change planning.</li> <li>• The Regional Water Board is planning to distribute a survey to all POTWs in the region in 2021 to collect information about climate vulnerability and adaptation. This survey will be more detailed than the State Water Board's survey. Several BACWA members are test-driving the survey in January and February 2021.</li> <li>• The Regional Water Board hosted a workshop on its Wetlands Policy 94-086 on August 14 and solicited stakeholder input on potential revisions to the Policy. <ul style="list-style-type: none"> <li>○ BACWA provided the Regional Water Board staff specific case studies of wetlands projects that are being considered as well as written comments regarding Policy revisions that would help incentivize the development of wetlands projects by wastewater agencies, and reduce permitting hurdles.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• <b>Respond to the Regional Water Board's climate change survey, which is expected to be distributed to all POTWs in approximately March or April 2021.</b></li> <li>• Continue to coordinate with State Water Board on the status of their data request on climate change planning, so members can provide the information they request as effectively as possible. Survey expected to be released in the first half of 2021.</li> <li>• Continue to work with Regional Water Board and other resource agencies to look for regulatory solutions to encourage wetlands projects for shoreline resiliency.</li> <li>• BACWA to review Governor's Water Resilience Portfolio initiative, released in 2020.</li> </ul>	<p>State Water Board 2017 Climate Change Resolution:  <a href="https://www.waterboards.ca.gov/board_decisions/adopted_orders/resolutions/2017/rs2017_0012.pdf">https://www.waterboards.ca.gov/board_decisions/adopted_orders/resolutions/2017/rs2017_0012.pdf</a></p> <p>Regional Water board Wetlands Policy Page:  <a href="https://www.waterboards.ca.gov/sanfranciscobay/water_issues/programs/climate_change/wetland_policies.html">https://www.waterboards.ca.gov/sanfranciscobay/water_issues/programs/climate_change/wetland_policies.html</a></p> <p>BACWA Comments on Wetlands Policy:  <a href="https://bacwa.org/wp-content/uploads/2018/09/BACWA-comments-Wetland-Policy-9-14-18.pdf">https://bacwa.org/wp-content/uploads/2018/09/BACWA-comments-Wetland-Policy-9-14-18.pdf</a></p> <p>Governor's Final Water Resilience Portfolio:  <a href="http://waterresilience.ca.gov/">http://waterresilience.ca.gov/</a></p> <p>BACWA Comments on Resilience Portfolio:  <a href="https://bacwa.org/wp-content/uploads/2019/10/BACWA-Water-Resilience-Portfolio-10-01-19.pdf">https://bacwa.org/wp-content/uploads/2019/10/BACWA-Water-Resilience-Portfolio-10-01-19.pdf</a></p>

Background Highlights	Challenges and Recent Updates	Next Steps for BACWA	Links/Resources
<b>TOXIC AIR CONTAMINANTS - BAAQMD RULE 11-18, AB 617, AND AB2588</b>			
<ul style="list-style-type: none"> <li>Regulation 11, Rule 18 (Rule 11-18), adopted November 15, 2017, is BAAQMD's effort to protect public health from toxic air pollution from existing facilities, including POTWs.</li> <li>Per the Rule, BAAQMD will use toxic emissions inventories and proximity to the nearest receptor (residents or offsite workers) to conduct site-specific Health Risk Screening Analyses (HRSAs). From HRSAs, BAAQMD will determine each facility's prioritization score (PS). BAAQMD will conduct Health Risk Assessments (HRAs) for all facilities with a cancer PS&gt;10 or non-cancer PS&gt;1.0. After verifying the model inputs, if the facility still has PS above that threshold, that facility would need to implement a Risk Reduction Plan that may include employing Best Available Retrofit Control Technology for Toxics (TBARCT).</li> <li>AB 617 (Community Air Protection Program) – requires CARB to harmonize community air monitoring, reporting, &amp; local emissions reduction programs for air toxics and GHGs). POTWs within communities already impacted by air pollution may have to accelerate implementation of risk reduction measures.</li> </ul>	<ul style="list-style-type: none"> <li>BACWA developed a White Paper on the BAAQMD Rule to describe its potential impacts on the POTW community.</li> <li>In response to a request by BAAQMD, the AIR Committee delivered a letter report summarizing specific challenges that POTWs would face in complying with the rule due to budgeting and planning constraints related to being public agencies.</li> <li>In response, BAAQMD moved all POTWs to Phase 2 to give sufficient time to update the model's inputs, and plan for emissions reduction or TBARCT, as needed. <b>Phase 2 has been slow to roll out and is now expected to begin in Q2 2021</b> with data collection and verification, followed by the development of HRSAs for facilities with a cancer PS&gt;10 or non-cancer PS&gt;1.0. Implementation of the Rule for Phase 2 facilities will be spread out over two years depending on the prioritization score.</li> <li>AIR Committee gathered data on proximity factors from each facility and submitted to BAAQMD for updating prioritization scores, which will be use in HRA development.</li> </ul>	<ul style="list-style-type: none"> <li><b>Priority: Agencies should use the tool developed by the AIR Committee to address emission contributions from influent flows, which will be used to update emissions inventory values.</b></li> <li><b>Respond to BAAQMD data request beginning in Q2 2021. There will be a 60-day turn-around to comply with the data request.</b></li> <li>Meet with BAAQMD management more frequently in 2021 to discuss alignment of state and local regulations</li> <li>Track both AB 617's regulation development and expansion of the toxics compound list under AB 2588's Air Toxics Hot Spots Program. Draft regulatory language under AB 617 stated all uncovered POTWs &gt;5 MGD and covered (primary) POTWs &gt;10 MGD must monitor and report all compounds listed under AB 2588. CARB has tentatively agreed to give the wastewater sector time to develop a short-list of relevant compounds and perform a pooled emissions estimating effort to update outdated default emission factors (through 2026). Final rule-making documents are expected in February 2021. CASA has a subgroup dedicated to this effort. Results could inform Rule 11-18 HRA's.</li> </ul>	<p>BAAQMD Rule 11-18 page:  <a href="http://www.baaqmd.gov/rules-and-compliance/rule-development/rules-under-development/regulation-11-rule-18">http://www.baaqmd.gov/rules-and-compliance/rule-development/rules-under-development/regulation-11-rule-18</a></p> <p>BAAQMD Prioritization Scores for AB 11-18:  <a href="https://www.baaqmd.gov/~media/files/ab617-community-health/facility-risk-reduction/documents/implementation-procedures_august_2020-pdf.pdf?la=en">https://www.baaqmd.gov/~media/files/ab617-community-health/facility-risk-reduction/documents/implementation-procedures_august_2020-pdf.pdf?la=en</a></p> <p>Rule 11-18 Process Flowchart:  <a href="https://bacwa.org/documents/baaqmd-11-18-process-flowchart-08-17-17/">https://bacwa.org/documents/baaqmd-11-18-process-flowchart-08-17-17/</a></p> <p>BAAQMD page on AB 617:  <a href="http://www.baaqmd.gov/rules-and-compliance/rule-development/barct-implementation-schedule">http://www.baaqmd.gov/rules-and-compliance/rule-development/barct-implementation-schedule</a></p> <p>CARB page on AB 617 and AB 2588:  <a href="https://ww2.arb.ca.gov/our-work/programs/criteria-and-toxics-reporting">https://ww2.arb.ca.gov/our-work/programs/criteria-and-toxics-reporting</a></p>

Background Highlights	Challenges and Recent Updates	Next Steps for BACWA	Links/Resources
<b>RECYCLED WATER GENERAL ORDER</b>			
<ul style="list-style-type: none"> <li>• In response to the Governor's proclamation of a Drought State of Emergency, the State Water Board adopted a General Order on June 3, 2014 to streamline permitting for recycled water. The State Water Board reissued the General Order on June 7, 2016, making enrollment mandatory for Regional Permittees.</li> <li>• In May 2018, the State Water Board released Recycled Water Policy Amendments for Public Comment. The Recycled Water Policy governs the Recycled Water General Order.</li> <li>• The Amendments were adopted in December 2018.</li> </ul>	<ul style="list-style-type: none"> <li>• Key issues in the Recycled Water Policy Amendments are: <ul style="list-style-type: none"> <li>○ Introduces goal to increase recycled water where wastewater is otherwise discharged to ocean, bays, and estuaries.</li> <li>○ Terminates Region 2 96-011 Recycled Water General Order three year after Policy Amendment adoption (April 2020).</li> <li>○ Adds to the procedural burdens in obtaining Wastewater Change Petition.</li> <li>○ Removes requirement for priority pollutant monitoring.</li> </ul> </li> <li>• On April 8, 2020, SF Regional Water Board transitioned 96-011 permittees to the statewide General Order by issuing a NOA and modified MRP. BACWA had previously provided comments on the draft NOA and MRP documents. All permittees were transitioned with the exception of City of Livermore, Delta Diablo, Napa Sanitation, and SASM who have older Title 22 Engineering Reports; they will be enrolled at a later date following a review by DDW.</li> <li>• As of 2020, recycled water production must be reported to the state's GeoTracker.database by April 30 each year. This requirement is being included in all newly issued NPDES permits.</li> </ul>	<ul style="list-style-type: none"> <li>• Support member agencies as they implement new monitoring and reporting requirements.</li> <li>• BACWA Recycled Water Committee continues to collaborate with Regional Water Board staff. In September 2020, Committee leaders provided an update to Regional Water Board members on the transition to the General Order as well as recycled water projects and activities in the SF Bay area .</li> </ul>	<p>2016 State Recycled Water General Order: <a href="http://www.waterboards.ca.gov/board_decisions/adopted_orders/water_quality/2016/wgo2016_0068_dw.pdf">http://www.waterboards.ca.gov/board_decisions/adopted_orders/water_quality/2016/wgo2016_0068_dw.pdf</a></p> <p>State Recycled Water Policy Amendment Page: <a href="https://www.waterboards.ca.gov/water_issues/programs/water_recycling_policy/index.html#amendment">https://www.waterboards.ca.gov/water_issues/programs/water_recycling_policy/index.html#amendment</a></p> <p>NOA and MRP for enrollment of Bay Area agencies in statewide General Order: <a href="https://bacwa.org/wp-content/uploads/2020/11/2020-04_NOA-Recycled-Water-04-08-20.pdf">https://bacwa.org/wp-content/uploads/2020/11/2020-04_NOA-Recycled-Water-04-08-20.pdf</a></p> <p>September 2020 Regional Water Board staff report: <a href="https://www.waterboards.ca.gov/rwqcb2/board_info/agendas/2020/September/7_ssr.pdf">https://www.waterboards.ca.gov/rwqcb2/board_info/agendas/2020/September/7_ssr.pdf</a></p>

“Parking lot” issues with no updates can be found in previous [BACWA issues summaries](#).



## ACRONYMS

ADC	Alternate Daily Cover
BAAQMD	Bay Area Air Quality Management District
BTU/SCF	British thermal units per standard cubic foot
CARB	California Air Resources Board
CASA	California Association of Sanitation Agencies
CAP	Criteria Air Pollutant
CEC	Compound of Emerging Concern
CIWQS	California Integrated Water Quality System
CVCWA	Central Valley Clean Water Agencies
CWEA	California Water Environment Association
EC25/IC25	25% Effect Concentration/25% Inhibition Concentration
ELAP	Environmental Laboratory Accreditation Program
ELTAC	Environmental Laboratory Technical Advisory Committee
EPA	United States Environmental Protection Agency
FIFRA	Federal Insecticide, Fungicide, and Rodenticide Act
FY	Fiscal Year
GHG	Greenhouse Gas
HRSA	Health Risk Screening Analyses
HRA	Health Risk Assessment
MCL	Minimum Contaminant Level (Drinking Water)
MGD	Million Gallons per Day
NACWA	National Association of Clean Water Agencies
NELAC	National Environmental Laboratory Accreditation Conference
PCB	Polychlorinated Biphenyl
POTW	Publicly Owned Treatment Works
PS	Prioritization Score
RMP	Regional Monitoring Program
RPA	Reasonable Potential Analysis
SCAP	Southern California Alliance of POTWs
SF Bay	San Francisco Bay
SFEI	San Francisco Estuary Institute
TAC	Toxic Air Contaminant
TMDL	Total Maximum Daily Load
TIN	Total Inorganic Nitrogen
TNI	The NELAC Institute
TST	Test of Significant Toxicity
WQBEL	Water Quality Based Effluent Limitation
WQO	Water Quality Objective

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

*A Joint Powers Public Agency*

NOTICE: Pursuant to the Governor's Executive Orders N-25-20 and N-29-20, the Operations & Maintenance Committee meeting scheduled below will be accessible via Zoom video conferencing. Members of the public may participate in the meeting through the Zoom platform or phone number below.

- Zoom link: <https://us02web.zoom.us/j/86310622623>
- Telephone dial-in: 1(669) 900-6833, meeting ID #863 1062 2623

### **ITEM NO. 13**

## **OPERATIONS & MAINTENANCE COMMITTEE AGENDA**

**Tuesday, March 16, 2021**

**9:00 A.M.**

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

**Committee Members: Cutter (Chair); Johnson**

**OM1. Call to Order**

**OM2. Roll Call**

**OM3. Public Forum**

**OM4. EBDA Performance**

(The Committee will be updated on EBDA's NPDES compliance.)

**OM5. Status Report**

(The Committee will be updated on EBDA's O&M activities.)

**OM6. 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 [juanita@ebda.org](mailto:juanita@ebda.org). Notification of at least 48 hours prior to the meeting or time when services are needed

Agenda Explanation  
East Bay Dischargers Authority  
O&M Agenda  
March 16, 2021

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 O&M Committee meeting will be held  
Tuesday, April 13, 2021, at 9:00 a.m.**

## ITEM NO. OM4 EBDA PERFORMANCE

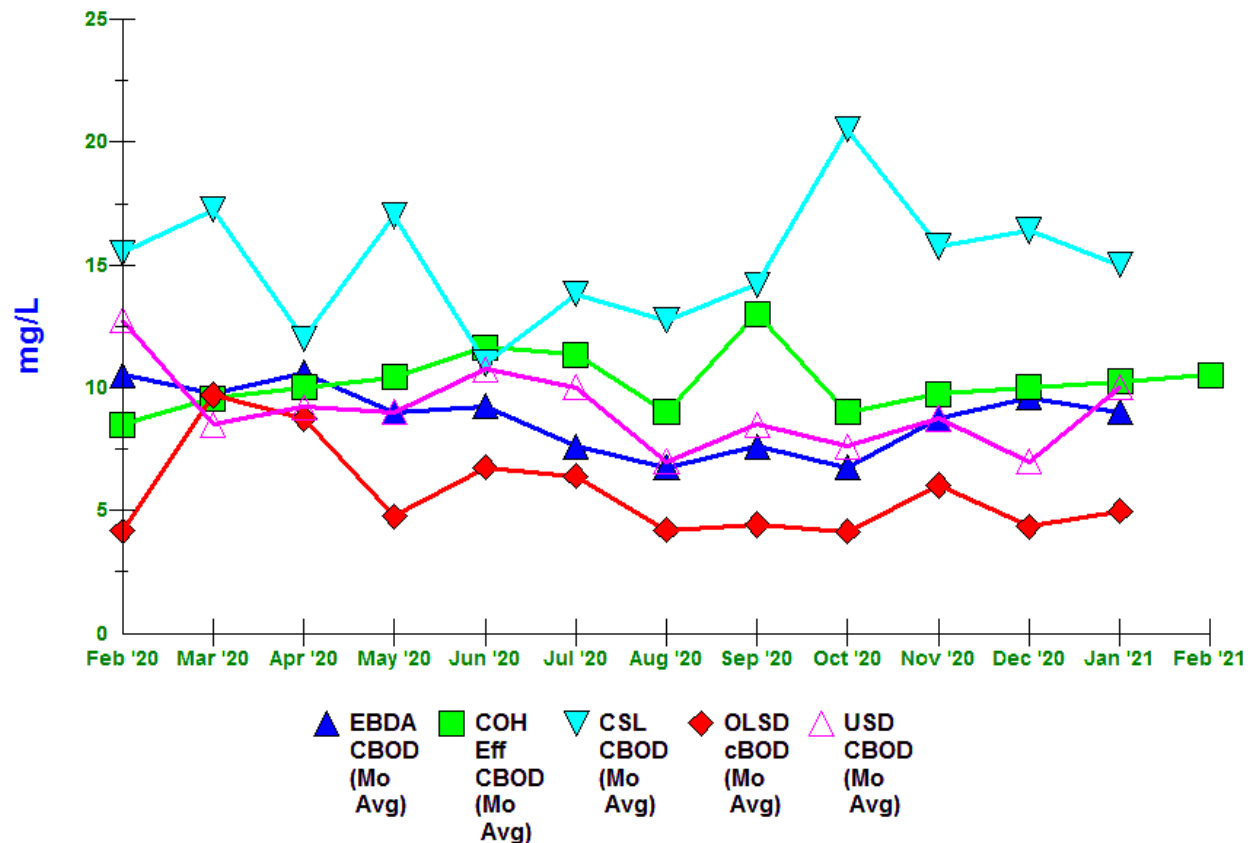
### Recommendation

For the Committee's information only; no action is required.

### Permit Compliance Issues

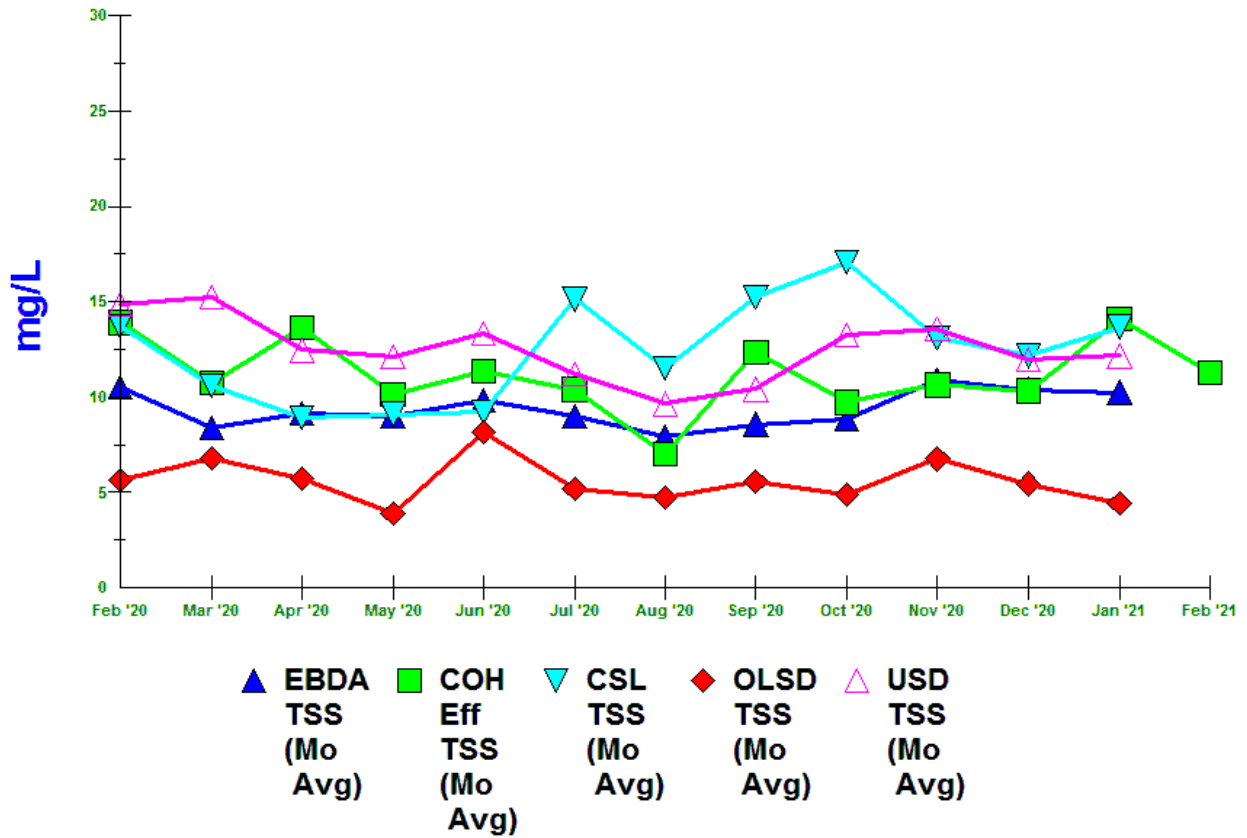
There were no NPDES permit violations in January and preliminary data from February are also free of permit exceedances. Member Agency CBOD and TSS performance are shown below. A table with bacterial indicators is also included.

## EBDA CBOD (Limit=25 ppm)



EBDA CBOD

## EBDA TSS (Limit 30 ppm)



EBDA EFF TSS

## EBDA Bacterial Indicators

Date	FECAL	ENTERO
	MPN/ 100mL	MPN/ 100mL
Limit (90th Percentile)	1100	
Limit (Geomean)	500	240
<b>March 2020 Geomean</b>	<b>8</b>	<b>&lt; 2</b>
<b>April 2020 Geomean</b>	<b>4</b>	<b>2</b>
<b>May 2020 Geomean</b>	<b>40</b>	<b>2</b>
<b>June 2020 Geomean</b>	<b>28</b>	<b>3</b>
<b>July 2020 Geomean</b>	<b>27</b>	<b>3</b>
<b>August 2020 Geomean</b>	<b>23</b>	<b>3</b>
<b>September 2020 Geomean</b>	<b>41</b>	<b>5</b>
<b>October 2020 Geomean</b>	<b>30</b>	<b>9</b>
<b>November 2020 Geomean</b>	<b>11</b>	<b>4</b>
<b>December 2020 Geomean</b>	<b>9</b>	<b>2</b>
1/4/2021	4	4
1/5/2021	7	< 3
1/6/2021	2	12
1/11/2021	3	< 2
1/12/2021	4	3
1/13/2021	2	4
1/18/2021	2	< 2
1/19/2021	2	< 2
1/20/2021	70	2
1/25/2021	9	4
1/26/2021	8	2
<b>January 2021 Geomean</b>	<b>5</b>	<b>3</b>
2/1/2021	2	< 2
2/2/2021	9	3
2/3/2021	4	< 2
2/8/2021	109	2
2/9/2021	49	< 3
2/15/2021	< 3	< 2
2/16/2021	5	9
2/17/2021	2	2
2/22/2021	135	< 2
2/23/2021	7	3
2/24/2021	4	< 2
<b>February 2021 Geomean</b>	<b>6</b>	<b>3</b>

## **ITEM NO. OM5 STATUS REPORT**

### **Union Effluent Pump Station (UEPS – Formerly AEPS)**

#### **Radio Communications**

EBDA has been experiencing issues receiving data communications from UEPS. Calcon Systems, Inc. (Calcon) attempted to repair the existing equipment but was unsuccessful. Calcon installed a new radio at the top of the UEPS surge tower and at the EBDA office. The new radio at the EBDA office was defective, and the manufacturer provided a replacement. On February 18, 2021, Calcon installed the replacement radio. Data communication is now fully restored, and EBDA is receiving data from UEPS and USD is receiving data from the EBDA system.

### **Hayward Effluent Pump Station (HEPS)**

No change; all equipment is operational.

### **Oro Loma Effluent Pump Station (OLEPS)**

#### **Wet Well Hypochlorite (Hypo) System**

On March 2, 2021, Calcon installed the new hypo flow meter, and they are waiting for two backordered valves to complete the new hypo piping. Once the valves are received, Calcon will schedule the connection of the new hypo system to OLSD's hypo supply piping. This work is tentatively scheduled for the week of March 15<sup>th</sup>.

#### **Main Electrical Switchboard Upgrade**

EBDA has a signed contract with Graybar Electric Company, Inc. for the OLEPS Main Electrical Switchboard Upgrade. Staff will be scheduling an electrical shutdown at OLEPS with PG&E after the wet weather season to allow for the first phase of the project, which includes removing the front panels of the Main Electrical Switchboard for cleaning, inspection, and to take detailed measurements for the new replacement breakers. Prior to the electrical shutdown, a thermographic survey of the Main Electrical Switchboard will be completed.

### **San Leandro Effluent Pump Station (SLEPS)**

No change; all equipment is operational.

### **Skywest Pump Station**

#### **Recycled Water Production**

During the month of February 2021, the Skywest Recycled Water System did not produce any recycled water.



### **Marina Dechlorination Facility (MDF)**

No change; all equipment is operational.

### **Force Main**

#### **San Leandro Force Main Shutdown**

On February 10, 2021, as part of the Cargill Brine Project inspection, the northern portion of the transport system was shut down to assess the condition of the concrete pipe. See Special Projects for additional details.

### **Operations Center**

No change; all equipment is operational.

### **Miscellaneous Items**

#### **Underground Service Alerts**

EBDA received six (6) Underground Service Alert (USA) tickets during the month of February 2021. Four required an Electronic Positive Response (EPR), and of the four, two required calls to the excavators, and one required field verification.

#### **Wet Weather**

During the month of February 2021, there were no significant rain events that required the operation of an OLEPS diesel pump.

#### **COVID-19 Response**

Authority staff is continuing to implement the Pandemic Response Plan, which includes staff working from home and alternating time in the office to ensure social distancing. Signage regarding closure of the office to the public and the Authority's social distancing measures is posted on the office door. All meetings are being conducted by phone and web conference until further notice. Several staff members have received their first vaccine dose, and staff is continuing to monitor availability for all water and wastewater utility workers.

Staff is also continuing to track research efforts utilizing data on the prevalence of SARS-CoV-2 virus in wastewater influent to identify and anticipate COVID-19 community trends, termed wastewater-based epidemiology. Alameda County Public Health is still working to prioritize locations for which wastewater surveillance data will be most helpful and determine how they would use the data. As a pilot program, Union Sanitary District continues to sample twice weekly in their Alvarado basin, which encompasses the City of Union City, with samples analyzed by UC Berkeley.

## **Special Projects**

### **Cargill Brine Project Due Diligence**

Working with San Leandro, EBDA implemented a shutdown of the northern portion of the transport system for eight hours, during the day, on February 10, 2021 to perform an inspection. During the inspection, core samples of the concrete pipe were collected and will be analyzed to assess chloride penetration and the susceptibility of the concrete to corrosion induced by the brine addition. Based on the results of the core samples, a plan for further inspections will be developed.



Transport System Inspection



Inside Manhole Before Force Main Entry



Inside Force Main



Core Samples

EBDA staff is continuing to work with Cargill to assess risks of adding brine to the EBDA transport system, particularly with respect to accelerating corrosion. The team is taking a two-pronged approach to addressing corrosion risks:

- Condition and Vulnerability Assessment: Inspections of the transport system such as the core sampling event conducted on February 10 are intended to understand the current state of the pipe and delineate which conditions and locations might be at greatest risk for accelerating corrosion and thus require mitigation such as lining. Laboratory results from the core samples are expected in the next few weeks, and based on those results, a plan for further inspections will be developed.
- Corrosion Mitigation Strategy: In parallel, with funding from Cargill, Brown and Caldwell, EBDA's transport system consultant, is develop a strategy and cost estimate for lining, coating, or bypassing vulnerable sections of the transport system to protect against corrosion.

EBDA staff is also continuing to work with Cargill to plan for installation of a pipeline connecting Cargill's Newark facility to the EBDA system. The team is coordinating with the City of Union City, whose planned bike path project on Union City Boulevard corresponds with the proposed alignment for the pipeline. Vice Chair Cutter, along with EBDA's General Manager, presented an overview of the project to the Union City Council on March 9, 2021.

#### **Advanced Quantitative Precipitation Information (AQPI) Project**

The regional AQPI project, with a goal of improving prediction of rainfall events in the Bay Area, continues to move forward. The Cooperative Agreement for installation of the X-band radar in the East Bay has been approved by the East Bay agencies, but approval by Sonoma County Water District (Sonoma Water), the implementing agency, was slowed by the COVID-19 emergency and wildfires. The East Bay agreement, as well as the lease agreement with American Tower for the site, will likely be approved by Sonoma Water in April 2021. As they await approval of the agreement, the team is preparing for installation of the X-band at Rocky Ridge.

As implementation of this current phase continues, the AQPI team is actively seeking federal and state funding for the long-term implementation of the program. Informational meetings have been planned with California state legislators. The table below provides a summary of currently scheduled meetings.

Date	Time	Legislator	District
3/15	11:00 – 11:30	Quirk	AD 20 - Alameda Co.: Fremont, Hayward, Pleasanton
3/15	3:00 – 4:00	Wieckowski	SD 10 - Alameda, Santa Clara Co. - Fremont, Hayward, Milpitas, San Jose
3/25	12:30 – 1:00	Grayson	AD 14 - Alameda, Contra Costa, Napa, Solano Co. - Vallejo, Concord
4/15	12:00 – 12:30	Wicks	AD 15 - Alameda, Contra Costa Co. - Pinole, Richmond, Berkeley
4/21	11:00 – 12:00	Mullin	AD 22 - San Mateo Co. - South San Francisco, Redwood City, Pacifica, Moss Beach

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## **ITEM NO. 14 RESOLUTION TO APPROVE REVISIONS TO THE AUTHORITY'S CLASSIFICATION PLAN**

### **Recommendation**

Adopt the resolution to approve revisions to the Authority's Classification Plan.

### **Background**

The Authority's Personnel Policy calls for the Authority to adopt a Classification Plan that outlines the main characteristics and qualification requirements of positions and gives examples of duties which employees holding those positions may be required to perform. The Classification was last formally adopted in 1997. Since then, adjustments to classifications have been made by resolution and through adoption of the Compensation Plan, most recently in 2018 when the Transitional General Manager classification was created and subsequently deleted.

The Authority currently has three full-time staff positions – General Manager, Operations & Maintenance Manager, and Administrative Assistant. The Administrative Assistant position is a unique role. Because the agency is small, that position wears several hats – Clerk of the Commission, Finance/Accounting Clerk, Office Manager, Human Resources (HR) Manager, and Administrative Lead. Though the Authority is a small agency, the administrative workload is not entirely scalable to the operating budget or number of staff. The reporting requirements for public agencies are the same irrespective of the size of the agency. The level of effort associated with ensuring consistent compliance with all non-water quality regulations falls to the Administrative Assistant and is significant.

As part of the FY 2020/2021 budget, the Commission authorized a temporary part-time Administrative Assistant position. Consistent with staff's recommendation, that position was discontinued at the end of December 2020. At the Committee's February 2021 meeting, the Committee conceptually supported staff's draft Classification Plan, which reclassifies the Administrative Assistant position to better characterize current duties. The new Classification Plan also creates a new entry-level administrative position to provide support for the administrative and accounting functions.

Reclassifying the current Administrative Assistant and adding an entry-level support position meets several Authority needs:

- Frees current personnel up to focus on higher-level functions.
- Provides an opportunity for cross-training so that single individuals do not have all the Authority's knowledge of admin and accounting functions, thus reducing risk.
- Provides sufficient manpower to ensure that a backlog of administrative tasks does not accumulate.
- Creates opportunities for succession planning.

### **Discussion**

An updated Classification Plan is attached for the Commission's approval. Based on feedback from the Committee's February 2021 meeting, staff made the following updates

to the previously provided draft:

- Clarified the Administration Manager's role at Commission meetings.
- Changed name of entry-level position from Administrative Technician to Administrative Support Specialist to better reflect non-technical role.
- Clarified the circumstances in which a baccalaureate degree can be substituted for clerical experience in qualifying Administrative Support Specialist candidates.

Staff proposes to bring an updated Compensation Plan that complements this Classification Plan to the Personnel Committee in April. Consistent with feedback from the Committee in February, staff plans to propose a pay scale for the Administration Manager that represents a 7% increase from the current Administrative Assistant position. For the Administrative Support Specialist, staff has reviewed salary information from the member agencies, including city positions at the recommendation of the Committee. Staff is recommending a monthly pay range of \$4,760 – \$5,786, which is equivalent to the City of San Leandro's Administrative Assistant II (confidential) position pay and similar to Oro Loma Sanitary District's Administrative Support Specialist position.

Following adoption of the Classification Plan and Compensation Plan, staff would move forward on a recruitment for the Administrative Support Specialist position. Staff is recommending that the Administrative Support Specialist be hired as a part-time position at the start. That will enable the Authority to continue to assess workload without committing to funding a full-time regular employee.

**EAST BAY DISCHARGERS AUTHORITY  
CLASSIFICATION PLAN**

Last updated: March 18, 2021

## CLASS TITLE: GENERAL MANAGER

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**BASIC FUNCTION:** Under general policy direction, plans, organizes, coordinates and directs the operations and programs of the East Bay Dischargers Authority.

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**DISTINGUISHING CHARACTERISTICS:** This class is responsible for the overall management of the Authority under the policy direction of the Commission.

**REPRESENTATIVE DUTIES:**

*(It is important to note that the duties listed below are “representative only” and are not intended to cover the full range or scope of duties in this class.)*

1. Coordinates member agency implementation of the Joint Powers Agreement.
2. Ensures that the Authority’s wastewater discharge meets prescribed water quality standards and reporting requirements established by the Regional Water Quality Control Board and the Environmental Protection Agency.
3. Prepares monthly, quarterly, and annual National Pollutant Discharge Elimination System (NPDES) reports for the Regional Water Quality Control Board and the Environmental Protection Agency.
4. Plans, coordinates, and directs the work of Authority staff.
5. Prepares agendas and minutes for the Commission committees and regular Commission meetings.
6. Serves as Treasurer for the Authority. Prepares the annual budget and maintains expenditures within allocated limits as approved by the Commission.
7. Reviews and approves all plans, specifications, and contract documents for construction and Authority-wide maintenance projects.
8. Reviews, monitors, and comments on water quality standards, regulations and related information that impacts the Authority and its member agencies.
9. Disseminates information to the Commission and member agency managers on regulatory requirements and other information critical to the effective and efficient operation of the Authority.
10. Serves on various boards and committees of professional organizations and associations, and keeps informed on legal, technical, legislative and administrative trends in the field of wastewater treatment and discharge requirements.



11. Represents the Commission in dealings with the public, member agencies, state and federal regulatory agencies, and professional organizations and associations.
12. Drafts, distributes and reviews responses to RFPs for Authority construction, maintenance, and services, and selects or recommends selection of contractors to the Commission.
13. Enforces all safety regulations and policies.
14. Trains, develops and evaluates subordinate staff.
15. Develops plans for future operation, capital asset replacements, and other projected needs of the Authority.

## **KNOWLEDGE AND ABILITIES:**

### **KNOWLEDGE OF:**

Public administration including supervision, budget preparation and personnel; wastewater sampling techniques and mathematical and statistical analysis; pipeline design, chemical and bacteriological characteristics of industrial and domestic water and wastewater; pertinent health rules, regulations, and laws affecting treatment and discharge of wastewater; wastewater treatment plant operations and the treatment process; safety practices and requirements.

### **ABILITY TO:**

Analyze, evaluate, develop coordinate and direct Authority programs, projects and operations; plan, coordinate, evaluate and direct the work of others; establish and maintain effective working relationships with others; read and interpret construction plans and blueprints; maintain records and prepare reports; communicate effectively both verbally and in writing.

## **EDUCATION AND EXPERIENCE:**

### **Any combination equivalent to:**

- 1) Possession of a baccalaureate degree from an accredited college or university with a major in Science or Engineering.
- 2) A minimum of five years of supervisory experience in the administration, operation and maintenance of wastewater systems.

**LICENSES:** Possession of a valid California Motor Vehicle Operator's License. Grade V Operators Certificate or Professional Engineering license a plus.

**WORK DIRECTION, LEAD AND MANAGERIAL RESPONSIBILITIES:** This class

reports to and receives policy direction from the East Bay Dischargers Authority Commission. Responsibilities include the management of the operation, maintenance and repair of the Authority's wastewater collection, treatment and discharge systems.

**PHYSICAL EFFORT:** Normal office environment.

**CONTACTS:** Commission and committee members; members of the public; co-workers; member agency managers and staff; other wastewater system agencies managers and staff; contractors, governmental regulatory agencies; environmental interest groups

**WORKING CONDITIONS:** Normal office environment.

NOTE: THIS CLASS IS EXEMPT UNDER FLSA PROVISIONS

## **CLASS TITLE: OPERATIONS AND MAINTENANCE MANAGER**

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**BASIC FUNCTION:** Under general direction, is responsible for the operation and maintenance of a regional wastewater treatment and discharge system that includes four pump stations, dechlorination facility, radio/computer monitoring and control system, and force main and outfall to San Francisco Bay.

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**DISTINGUISHING CHARACTERISTICS:** This position has primary responsibility for the operation and maintenance of EBDA facilities. This class is distinguished from member agency Wastewater Treatment Plant Superintendents and related positions by its overall responsibility for the efficient and effective operation of the entire system, and the requirement to be available to monitor the system and respond to emergencies that can occur at any time.

### **REPRESENTATIVE DUTIES:**

*(It is important to note that the duties listed below are “representative only” and are not intended to cover the full range or scope of duties in this class.)*

1. Ensures that the wastewater system meets the standards and regulatory reporting requirements established by the Regional Water Quality Control Board and EPA and further operates as required under the National Pollutant Discharge Elimination System permit.
2. Develops and implements preventative maintenance programs for wastewater systems. Evaluates performance of pumps, motors, control systems, and chlorination and dechlorination, and schedules operations to minimize power consumption and costs. Tracks and optimizes chemical usage.
3. Oversees and directs SCADA electrical and instrumentation.
4. Develops, tracks, and implements EBDA’s asset management program.
5. Plans and coordinates the work on Authority construction and maintenance projects.
6. Analyzes data, makes recommendations, and prepares a variety of reports for submission to the General Manager, Commission and state and federal regulatory agencies, including Bay Area Air Quality Management District and Alameda County Health Department.
7. Coordinates with EBDA and LAVWMA member agencies to actively manage joint facilities during wet-weather events.

8. Negotiates contracts with and oversees the work of engineering consultants and contractors.
9. Oversees and coordinates the operations and maintenance activities of member agencies, and meets regularly with their plant superintendents to coordinate EBDA activities.
10. Reports status of EBDA system monthly to the EBDA Commission and managers.
11. Enforces all safety regulations and policies.
12. Assists in the preparation of the annual budget, and monitors operations and maintenance costs.
13. Responds to Underground Service Alert notices when EBDA facilities are impacted.
14. Trains, develops, and evaluates subordinate or contractor staff as necessary.
15. Performs related duties as may be assigned.

#### **KNOWLEDGE AND ABILITIES:**

**KNOWLEDGE OF:** The methods, materials and equipment used in the installation, maintenance, and repair of wastewater treatment systems, wastewater treatment plant operations and the treatment process; safety practices and requirements; budget preparation and personnel administration; wastewater sampling techniques and statistical analysis; chemical and bacteriological characteristics of wastewater; pertinent rules, regulations, and laws affecting treatment and disposal of wastewater.

**ABILITY TO:** Plan, coordinate and direct the work of others; establish and maintain effective working relationships; maintain good public relations; read and interpret construction plans and blueprints; maintain records and prepare reports; identify and describe material resources required for system repairs; establish and implement effective preventive maintenance programs; oversee the maintenance and repair of electrical control systems, SCADA systems, and mechanical equipment including pumps and motors; and ability to communicate written and oral material for public and technical oversight.

#### **EDUCATION AND EXPERIENCE:**

**Any combination equivalent to:** 1) Possession of a baccalaureate degree in Civil or Mechanical Engineering or closely related field and 2) Five years of experience in the operation and maintenance of water or wastewater treatment

facilities (two years supervisory experience desirable), or an acceptable combination of the above education and experience.

**Substitution:** Additional qualifying experience can be substituted for the required education on a year for year basis; a minimum of two years of college is required.

**LICENSES:**

- 1) Possession of a Valid California Class C Motor Vehicle Operator's License.
- 2) Grade III WTPO Certification from SWRCB (preferred).

**WORK DIRECTION, LEAD AND SUPERVISORY RESPONSIBILITIES:** The Operations and Maintenance Manager reports to and receives work direction from the General Manager. Responsibilities include coordinating and overseeing the work of member agency employees, temporary workers and contractors engaged in the operation, maintenance and repair of the Authority's wastewater treatment systems.

**PHYSICAL EFFORT:** May perform physically demanding manual work including lifting, pushing or pulling heavy objects; shoveling, climbing, standing and walking for sustained periods of time; and operating, repairing and maintaining water supply and wastewater plant equipment such as pumps, motors and other mechanical equipment.

**CONTACTS:** Commissioners, co-workers, members of the public, member agency staff, contractors and governmental regulatory agencies' staff.

**WORKING CONDITIONS:** Subject to adverse weather conditions, toxic agents, and hazards associated with the operation and maintenance of wastewater plant equipment and chemicals.

NOTE: THIS CLASS IS EXEMPT UNDER FLSA PROVISIONS

## CLASS TITLE: ADMINISTRATION MANAGER

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**BASIC FUNCTION:** Under general direction, performs professional and technical administrative duties and responsibilities in human resources, payroll, records management, purchasing, and accounting, and provides secretarial services to the General Manager and the Authority Commission.

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**DISTINGUISHING CHARACTERISTICS:** This class is distinguished by its responsibility for the office management and related administrative activities of the Authority under policy guidelines established by the General Manager and the Commission.

**REPRESENTATIVE DUTIES:**

*(It is important to note that the duties listed below are “representative only” and are not intended to cover the full range or scope of duties in this class.)*

1. Performs a wide variety of administrative and secretarial duties, and assists the General Manager and Operations and Maintenance Manager in the conduct of the Authority’s business operations.
2. As Clerk of the Commission, assists in the preparation of Commission agendas, resolutions, and reports; attends and provides secretarial functions for Commission meetings; and prepares, distributes, and maintains the minutes thereof.
3. Administers personnel programs, including contacts with PERS regarding retirement, health, and related benefit programs; performs salary and benefit surveys; and conducts special studies as directed.
4. Reviews and revises administrative manuals, policies, and records as directed by the General Manager or Commission, and as required by changes in federal and state regulations.
5. Performs confidential secretarial duties and responsibilities for the General Manager and for Commission members as needed, including scheduling of meetings and arranging travel.
6. Assists in the preparation of the budget.
7. Responsible for the preparation of payroll and accounts receivable.
8. Provides administrative and technical support to the Authority’s accountant, including generating financial reports and assisting with the annual audit process.
9. Maintains Authority files and records utilizing a specialized computer database system.

10. Maintains the Authority's website.
11. Prepares letters, memoranda, and miscellaneous correspondence.
12. Trains, develops, directs, and evaluates subordinate staff.

#### **KNOWLEDGE AND ABILITIES:**

**KNOWLEDGE OF:** Principals and practices of public administration; automated office methods including computer-based management and word processing systems; technical accounting and payroll administration.

**ABILITY TO:** Maintain accurate records and prepare reports; establish and maintain effective working relationships with co-workers and the public; communicate effectively both orally and in writing; plan, coordinate, evaluate, and direct the work of subordinate staff; read and interpret governmental laws, regulations, and related materials; maintain complex filing systems; process invoices and maintain accurate records relating thereto; direct the work of others.

#### **EDUCATION AND EXPERIENCE:**

**Any combination equivalent to:** 1) Possession of a baccalaureate degree from an accredited college or university with a major in business or public administration or a related field; 2) a minimum of three years of experience in local government administration or office management.

**Substitution:** Additional qualifying experience can be substituted for the required education on a year for year basis; a minimum of two years of college is required.

**LICENSES:** Possession of a valid California Motor Vehicle Operator's License.

**WORK DIRECTION:** This class reports to and receives policy direction from the General Manager, provides support as needed to the Operations and Maintenance Manager, supervises the Administrative Support Specialist, and closely coordinates financial management with consultants and auditors.

**PHYSICAL EFFORT:** Normal office environment.

**CONTACTS:** Commission members; members of the public; co-workers; member agency staff; vendors; financial consultant and auditors; governmental regulatory agencies.

**WORKING CONDITIONS:** Normal office environment

**NOTE:** THIS CLASS IS EXEMPT UNDER FLSA PROVISIONS

## CLASS TITLE: ADMINISTRATIVE SUPPORT SPECIALIST

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**BASIC FUNCTION:** Under general direction, performs a variety of office support activities including administrative and accounting duties; performs related work as required and other duties as assigned, following established policies and procedures.

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**DISTINGUISHING CHARACTERISTICS:** This class is distinguished by its role in supporting administrative and accounting functions as directed by the Administration Manager.

**REPRESENTATIVE DUTIES:**

*(It is important to note that the duties listed below are “representative only” and are not intended to cover the full range or scope of duties in this class.)*

Accounting:

1. Provides support for the accounting functions, including accounts payable, accounts receivable, and general journal entries.
2. Processes vendor invoices for payment, including maintaining vendor files and reconciling discrepancies.
3. Assists in the preparation of quarterly and year-end financial reporting.
4. Processes bank deposits and credit card receipts, allocates revenue to appropriate accounts.
5. Assists in processing payroll, including reviewing timesheets and entering data.

Administration:

6. Maintains and stores a variety of records, files, logs and reports; periodically reviews and purges files in accordance with the Authority's Records and Information Management Policy.
7. Provides technical support in website content, records management, and project administration.
8. Proofreads and checks materials for accuracy and completeness, and ensures materials are in compliance Authority policies.
9. Assists with the Clerk of Commission duties, as needed.
10. Performs other related duties as assigned.



## **KNOWLEDGE AND ABILITIES:**

**KNOWLEDGE OF:** Basic administrative accounting principles, practices, and procedures relating to payroll, accounts payable/receivable, or other standard accounting office functions; correct English language usage; records management principles and practices; standard office practices and procedures; a variety of computer software applications; the operation of office equipment.

**ABILITY TO:** Perform detailed administrative accounting work accurately; learn and apply the methods, policies, and procedures pertaining to the work; understand and carry out written and oral instructions in English; maintain confidentiality of information; use tact and discretion in establishing and maintaining effective working relationships; work under time pressures and critical deadlines; use initiative and sound independent judgement within established guidelines; work independently under limited supervision.

## **EDUCATION AND EXPERIENCE:**

**EDUCATION:** Equivalent to the completion of the twelfth grade; completion of community college or business college courses is desirable, with coursework in business, accounting, finance, office procedures, or office administration.

**EXPERIENCE:** Two years of clerical experience, including experience with or understanding of accounts payable and payroll processing.

**Substitution:** A baccalaureate degree may be substituted for clerical experience if combined with aptitude and experience with administrative functions and computer skills.

**LICENSES:** Possession of a valid California Motor Vehicle Operator's License.

**WORK DIRECTION, LEAD AND MANAGERIAL RESPONSIBILITIES:** This class reports to and receives policy direction from the Administration Manager.

**PHYSICAL EFFORT:** Normal office environment. The employee may occasionally lift and/or move up to 50 pounds. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

**WORKING CONDITIONS:** Indoors in a climate-controlled office environment working around computer monitors. Works with or around others, or alone. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

**CONTACTS:** Commission members; members of the public; co-workers; member agency staff; vendors; financial consultant and auditors.

**EAST BAY DISCHARGERS COMMISSION**  
**EAST BAY DISCHARGERS AUTHORITY**  
**ALAMEDA COUNTY, CALIFORNIA**

RESOLUTION NO. 21-02

INTRODUCED BY \_\_\_\_\_

**RESOLUTION TO APPROVE REVISIONS TO THE AUTHORITY'S  
CLASSIFICATION PLAN**

**WHEREAS**, the Authority's Personnel Policy requires the establishment of a written Classification Plan of all positions within the Authority service; and

**WHEREAS**, to meet that requirement, the Authority is formalizing the Authority's existing position descriptions and pulling them into a comprehensive Classification Plan; and

**WHEREAS**, to ensure that the Plan is current the Authority has made minor revisions to the General Manager and Operations & Maintenance Manager classes; and

**WHEREAS**, in order to better characterize the duties of the Administrative Assistant classification, the Authority seeks to reclassify the position to the Administration Manager classification; and

**WHEREAS**, the Administrative Support Services classification is established to provide support for the administrative and accounting functions; and

**WHEREAS**, the Personnel Committee has reviewed the revised Classification Plan and recommends approval.

**NOW, THEREFORE, BE IT RESOLVED**, the Commission of the East Bay Dischargers Authority does hereby adopt the revised Classification Plan.

**SAN LORENZO, CALIFORNIA, MARCH 18, 2021, ADOPTED BY THE FOLLOWING VOTE:**

**AYES:**  
**NOES:**  
**ABSENT:**  
**ABSTAIN:**

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**CHAIR**  
**EAST BAY DISCHARGERS AUTHORITY**

**ATTEST:** \_\_\_\_\_  
**GENERAL MANAGER**  
**EAST BAY DISCHARGERS AUTHORITY**  
**EX OFFICIO SECRETARY**

**ITEM NO. 15 ITEMS FROM THE COMMISSION AND STAFF**

The Commission and staff may comment on items of general interest.

**ITEM NO. 16 ADJOURNMENT**