



EAST BAY DISCHARGERS AUTHORITY  
2651 Grant Avenue  
San Lorenzo, CA 94580-1841  
(510) 278-5910  
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*A Joint Powers Public Agency*

NOTICE: Pursuant to the Governor's Executive Orders N-25-20 and N-29-20, the Financial Management 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/83135186970>
- Telephone dial-in: 1(669) 900-6833, meeting ID #831 3518 6970

**ITEM NO. 14**

**FINANCIAL MANAGEMENT COMMITTEE AGENDA**

**Tuesday, May 18, 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 April 2021**  
(The Committee will review the List of Disbursements for the month of April 2021.)
- FM5. Treasurer's Report for April 2021**  
(The Committee will review the Treasurer's Report for the month of April 2021.)
- FM6. Third Quarter Expense Summary, Fiscal Year 2020/2021**  
(The Committee will review the third quarter expenses for fiscal year 2020/2021.)
- FM7. Reserve Policy Considerations**  
(The Committee will discuss options related to establishing an Authority reserve policy.)
- FM8. Motion Authorizing the General Manager to Bill the City of Hayward \$9000 per Quarter for Recycled Water Use from October 2020 through June 2021 and Setting the City of Hayward Recycled Water Fee for FY 2021/2022 at \$9000 per Quarter**  
(The Committee will consider the motion.)

**FM9. Resolution Adopting the East Bay Dischargers Authority's Fiscal Year 2021/2022 Budget**

(The Committee will consider the resolution.)

**FM10. 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.

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 (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 also posted on the East Bay Dischargers Authority website located at <http://www.ebda.org>.

<p><b>The next Financial Management Committee meeting is scheduled on Tuesday, June 15, 2021 at 10:30 a.m.</b></p>
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**EAST BAY DISCHARGERS AUTHORITY**  
**Cash Disbursement**  
**April 2021**

**CHECKS (SORTED BY AMOUNT)**

Check #	Payment Date	Invoice #	Vendor Name	Description	Invoice Amount	Disbursement Amount
25153	04/15/2021	11403776	BROWN & CALDWELL	ENGINEERING SERVICES - BRINE ASSESSMENT	27,523.18	27,523.18
25161	04/30/2021	002711	UNION SANITARY DISTRICT	O&M - MAR	26,624.81	26,624.81
25137	04/15/2021	381922	CITY OF SAN LEANDRO	O&M - FEB	24,290.38	24,290.38
25169	04/30/2021	2021030411	MEYERS NAVE	LEGAL SERVICES - MAR	2,688.30	19,703.30
25169	04/30/2021	2021030412	MEYERS NAVE	LEGAL SERVICES - BRINE PROJECT	17,015.00	
25160	04/30/2021	347319	CITY OF HAYWARD	QUARTERLY O&M JAN-MAR	19,063.01	19,063.01
25171	04/30/2021	163205	ENVIRONMENTAL SCIENCE ASSOCIATES	FIRST MILE PROJECT WORK ORDER NO. 1	17,231.25	17,231.25
25159	04/30/2021	6433	ORO LOMA SANITARY DISTRICT	O&M - MAR	13,941.40	13,941.40
25167	04/30/2021	00013.11-5	LARRY WALKER ASSOCIATES	PROFESSIONAL SERVICES - WORK ORDER NO. 2	3,808.00	6,362.50
25167	04/30/2021	00013.12-5	LARRY WALKER ASSOCIATES	PROFESSIONAL SERVICES - WORK ORDER NO. 3	2,554.50	
25170	04/30/2021	49096856	UNIVAR	SODIUM BISULFITE - DELIVERED 04/19/2021	5,943.81	5,943.81
25152	04/15/2021	49072677	UNIVAR	SODIUM BISULFITE - DELIVERED 04/07/2021	5,875.03	5,875.03
25172	04/30/2021	4/29/2021	AZYURA	WATERBITS LICENSING AND SMR/EDMR REPORTING SERVICES	3,750.00	3,750.00
25165	04/30/2021	Jan-21	DEBORAH QUINN	ACCOUNTING SERVICES - JAN	3,630.00	3,630.00
25134	04/15/2021	JAN-MAR2021	KARL D. ROYER	QUARTERLY HEALTH PREMIUM REIMBURSEMENT	3,462.84	3,462.84
25145	04/15/2021	0196835	CAROLLO ENGINEERS	ENGINEERING SERVICES - WORK ORDER NO. 3	2,400.00	2,400.00
25164	04/30/2021	48624	CALCON	OPS CENTER SERVICE CALLS & PMS	1,957.20	2,227.20
25164	04/30/2021	48625	CALCON	OPS CENTER SERVICE CALL	270.00	
25146	04/15/2021	1619303	ALLIANT INSURANCE	PUBLIC OFFICIAL BOND - CIN	2,188.00	2,188.00
25150	04/15/2021	EA06-0221	EOA, INC	NPDES PERMIT REISSUANCE ASSISTANCE	2,103.65	2,103.65
25136	04/15/2021	518463	VANTAGEPOINT	ICMA DEFERRED COMPENSATION FOR PAY PERIOD ENDED 04/15/2021	1,917.94	1,917.94
25158	04/30/2021	526600	VANTAGEPOINT	ICMA DEFERRED COMPENSATION FOR PAY PERIOD ENDED 04/30/2021	1,917.94	1,917.94
25157	04/15/2021	3233576-00	BUCKLES-SMITH ELECTRIC CO	UEPS PUMP NO. 2 REBUILD	1,911.00	1,911.00
25138	04/15/2021	52205710	CITY OF HAYWARD	BENEFIT PREMIUMS - APR	1,330.77	1,330.77
25174	04/30/2021	620563	CALTEST	LAB TESTING SERVICES - MAR	864.90	864.90
25149	04/15/2021	4246044555687620	US BANK	PURCHASING CARD EXPENSES	863.87	863.87
25154	04/15/2021	SI157914	WATSON MARLOW, INC	OLEPS WET WELL HYPO SYSTEM	711.32	836.25
25154	04/15/2021	SI158990	WATSON MARLOW, INC	OLEPS WET WELL HYPO SYSTEM	124.93	
25173	04/30/2021	Mar-21	EVERARDO OROZCO LANDSCAPE MANAGEMENT	LANDSCAPING SERVICES - MAR	375.00	750.00
25173	04/30/2021	Apr-21	EVERARDO OROZCO LANDSCAPE MANAGEMENT	LANDSCAPING SERVICES - APR	375.00	
25141	04/15/2021	1746192-20	SCIF	WORKERS COMPENSATION PREMIUM - APR	631.25	631.25
25135	04/15/2021	JAN-MAR2021	CHARLES V. WEIR	QUARTERLY HEALTH PREMIUM REIMBURSEMENT	527.88	527.88
25162	04/30/2021	EBM-BDO-01455	EBMUD	BACC PARTICIPATION FEE	385.81	385.81
25142	04/15/2021	150085	ARROW FIRE PROTECTION CO	ANNUAL FIRE EXTINGUISHER INSPECTION & SERVICE	333.45	333.45

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

Check #	Payment Date	Invoice #	Vendor Name	Description	Invoice Amount	Disbursement Amount
25139	04/15/2021	510 278-5910	AT&T	TELEPHONE SERVICE - ADMIN BUILDING	333.13	333.13
25140	04/15/2021	01728472	WATER ENVIRONMENT FEDERATION	MEMBERSHIP DUES JTZ	332.00	332.00
25147	04/15/2021	8274	CAYUGA INFORMATION SYSTEMS	IT SERVICES - MAR	262.50	262.50
25151	04/15/2021	39294	BA MORRISON	HVAC SERVICE - ADMIN	260.00	260.00
25163	04/30/2021	510-483-0439	AT&T	TELEPHONE SERVICE - MDF	198.33	198.33
25143	04/15/2021	9876665208	VERIZON WIRELESS	WIRELESS PHONE SERVICES	182.19	182.19
25168	04/30/2021	14507	TOWN & COUNTRY	JANITORIAL SERVICES - APR	165.00	165.00
25144	04/15/2021	9610	STATE WATER RESOURCES CONTROL BOARD	WASTEWATER TREATMENT OPERATOR CERTIFICATE - H. CIN	150.00	150.00
25155	04/15/2021	47523	COMPUTER COURAGE	WEBSITE HOSTING - APR	150.00	150.00
25175	04/30/2021	3234482	CALTRONICS	COPIER USAGE AND MAINTENANCE	44.20	44.20
25148	04/15/2021	006M3632	HARRINGTON INDUSTRIAL PLASTICS LLC	OLEPS WET WELL HYPO SYSTEM	43.31	43.31
25156	04/15/2021	039231690X210404	DIRECTV	AT&T BUNDLE DISCOUNT	36.99	36.99
25166	04/30/2021	9877446032	VERIZON WIRELESS	MODEM FOR SCADA 03/11 - 04/10/2021	22.70	22.70
<b>TOTAL CHECK PAYMENTS</b>					<b>200,771.77</b>	<b>200,771.77</b>
<b>ELECTRONIC PAYMENTS</b>						
	04/06/2021	5105948980-0	PG&E	GAS & ELECTRIC SERVICE	33,597.17	33,597.17
	04/09/2021	100000016371462	CALPERS	HEALTH PREMIUMS - APR	6,907.08	6,907.08
	04/02/2021	100000016336504	CALPERS	PENSION CONTRIBUTION, CLASSIC 03/16 - 31/2021	4,457.14	4,457.14
	04/20/2021	100000016367606	CALPERS	PENSION CONTRIBUTION, CLASSIC 04/01 - 15/2021	4,457.14	4,457.14
	04/12/2021		WELLS FARGO	CLIENT ANALYSIS SERVICE CHARGE	68.51	68.51
<b>TOTAL ELECTRONIC PAYMENTS</b>					<b>49,487.04</b>	<b>49,487.04</b>
<b>PAYROLL</b>						
	04/29/2021		ADP, LLC	PAYROLL PERIOD: 04/16-30/2021	22,133.34	22,133.34
	04/14/2021		ADP, LLC	PAYROLL PERIOD: 04/01-15/2021	19,541.93	19,541.93
	04/09/2021	577660693	ADP, LLC	PAYROLL FEES, PERIOD: 03/16-31/2021	85.60	85.60
	04/23/2021	578554148	ADP, LLC	PAYROLL FEES, PERIOD: 04/01-15/2021	72.35	72.35
	04/01/2021	9082644-00	ADP, LLC	PAYROLL TAX	13.81	13.81
<b>TOTAL PAYROLL</b>					<b>41,847.03</b>	<b>41,847.03</b>
<b>TOTAL DISBURSEMENTS</b>						<b>292,105.84</b>

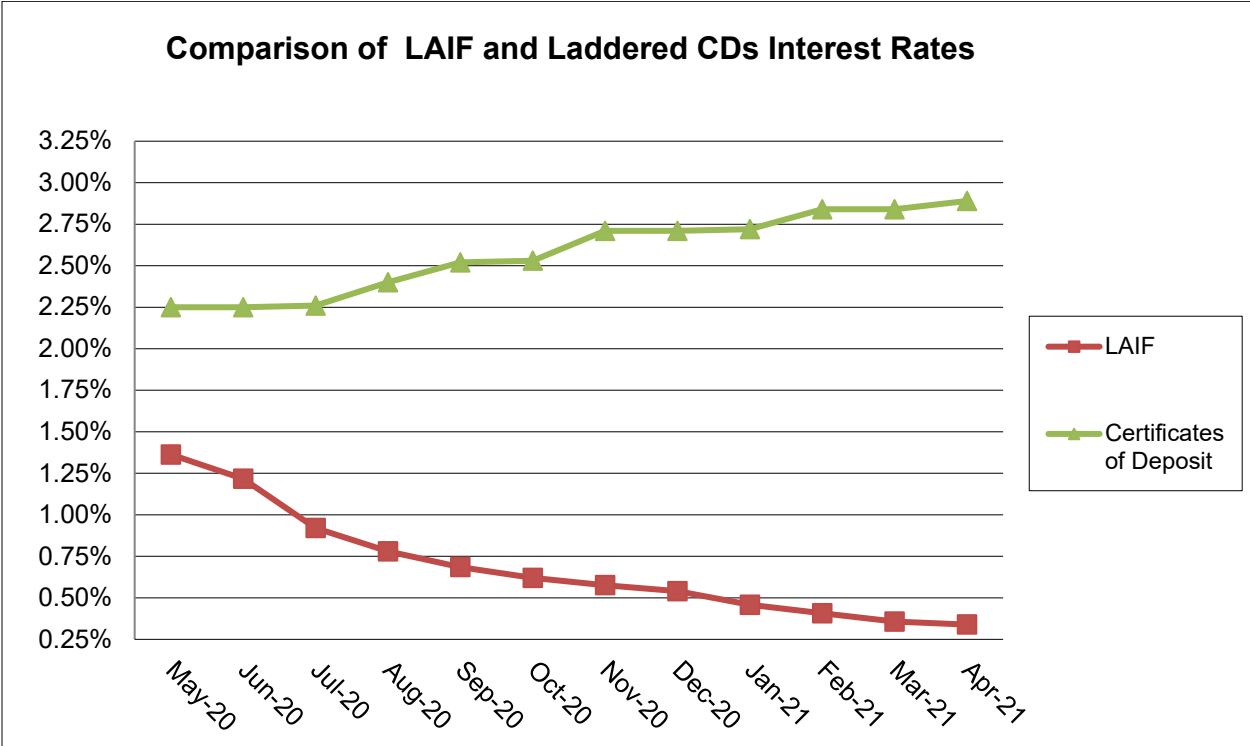
**ITEM NO. FM5 TREASURER’S REPORT FOR APRIL 2021**

The beginning cash balance on April 1, 2021 was \$2,880,943.82. The ending cash balance on April 30, 2021 was \$3,430,245.90. Total receipts for the month were \$841,407.92 and disbursements totaled \$292,105.84.

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 \$100,794.47. The average annual yield of the CDs is 2.89%. EBDA’s LAIF balance is \$2,256,901.46 and the interest rate for April was 0.34%.

**Approval is recommended.**



**EAST BAY DISCHARGERS AUTHORITY  
TREASURER'S REPORT**

APRIL 30, 2021

<u>FUND</u>	<u>DESCRIPTION</u>	<u>BEGINNING CASH BALANCE</u>	<u>DEBITS (INCREASE)</u>	<u>CREDITS (DECREASE)</u>	<u>ENDING CASH BALANCE</u>
12	OPERATIONS & MAINTENANCE	769,668.23	509,224.60	214,839.18	1,064,053.65
13	PLANNING & SPECIAL STUDIES	(108,959.68)	319,021.92	73,963.08	136,099.16
14	RECLAMATION O & M (SKYWEST)	33,603.03	10,000.00	608.00	42,995.03
31	RENEWAL & REPLACEMENT	2,186,632.24	3,161.40	2,695.58	2,187,098.06
TOTALS		2,880,943.82	841,407.92	292,105.84	3,430,245.90

Apr-21

5/6/21

## 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
04/01/21	BALANCE								513,327.51	11,579.36	2,254,438.51	101,598.44	2,880,943.82
04/01/21	PAYROLL TAX			13.81					513,327.51	11,565.55	2,254,438.51	101,598.44	2,880,930.01
04/02/21	ELECTRONIC BILL PAY		4,457.14						508,870.37	11,565.55	2,254,438.51	101,598.44	2,876,472.87
04/05/21	DEPOSIT - CARGILL	95,322.16							604,192.53	11,565.55	2,254,438.51	101,598.44	2,971,795.03
04/05/21	INTEREST	698.08						698.08	604,192.53	11,565.55	2,254,438.51	102,296.52	2,972,493.11
04/06/21	ELECTRONIC BILL PAY		33,597.17						570,595.36	11,565.55	2,254,438.51	102,296.52	2,938,895.94
04/09/21	PAYROLL TRANSFER				20,000.00				550,595.36	31,565.55	2,254,438.51	102,296.52	2,938,895.94
04/09/21	ELECTRONIC BILL PAY		6,907.08						543,688.28	31,565.55	2,254,438.51	102,296.52	2,931,988.86
04/09/21	PAYROLL FEES			85.60					543,688.28	31,479.95	2,254,438.51	102,296.52	2,931,903.26
04/12/21	ANALYSIS FEE		68.51						543,619.77	31,479.95	2,254,438.51	102,296.52	2,931,834.75
04/14/21	PAYROLL			19,541.93					543,619.77	11,938.02	2,254,438.51	102,296.52	2,912,292.82
04/15/21	INTEREST	2,462.95				2,462.95			543,619.77	11,938.02	2,256,901.46	102,296.52	2,914,755.77
04/15/21	DISBURSEMENT		77,945.61						465,674.16	11,938.02	2,256,901.46	102,296.52	2,836,810.16
04/20/21	ELECTRONIC BILL PAY		4,457.14						461,217.02	11,938.02	2,256,901.46	102,296.52	2,832,353.02
04/22/21	DEPOSIT - OLSO	201,352.29							662,569.31	11,938.02	2,256,901.46	102,296.52	3,033,705.31
04/23/21	PAYROLL TRANSFER				25,000.00				637,569.31	36,938.02	2,256,901.46	102,296.52	3,033,705.31
04/23/21	DEPOSIT - LAVWMA	232,364.52							869,933.83	36,938.02	2,256,901.46	102,296.52	3,266,069.83
04/23/21	PAYROLL FEES			72.35					869,933.83	36,865.67	2,256,901.46	102,296.52	3,265,997.48
04/26/21	DEPOSIT - CSL	89,960.44							959,894.27	36,865.67	2,256,901.46	102,296.52	3,355,957.92
04/26/21	DEPOSIT - COH	219,247.11							1,179,141.38	36,865.67	2,256,901.46	102,296.52	3,575,205.03
04/26/21	DIVIDEND	0.28						0.28	1,179,141.38	36,865.67	2,256,901.46	102,296.80	3,575,205.31
04/29/21	PAYROLL			22,133.34					1,179,141.38	14,732.33	2,256,901.46	102,296.80	3,553,071.97
04/30/21	DISBURSEMENT		122,826.16						1,056,315.22	14,732.33	2,256,901.46	102,296.80	3,430,245.81
04/30/21	DIVIDEND	0.09						0.09	1,056,315.22	14,732.33	2,256,901.46	102,296.89	3,430,245.90
	<b>TOTAL</b>	<b>841,407.92</b>	<b>250,258.81</b>	<b>41,847.03</b>	<b>45,000.00</b>	<b>2,462.95</b>	<b>-</b>	<b>698.45</b>	<b>1,056,315.22</b>	<b>14,732.33</b>	<b>2,256,901.46</b>	<b>102,296.89</b>	<b>3,430,245.90</b>
	<b>CURRENT BALANCE</b>								<b>1,056,315.22</b>	<b>14,732.33</b>	<b>2,256,901.46</b>	<b>102,296.89</b>	<b>3,430,245.90</b>

Reconciliation

① Per Bank Statement @ 04/30/21	\$ 1,179,141.38
Less: Outstanding Checks	122,826.16
	\$ 1,056,315.22
② Per Bank Statement @ 04/30/21	\$ 14,732.33
③ Per LAIF Statement @ 04/30/21	\$ 2,256,901.46
④ Per Treasurer's Report @ 04/30/21	\$ 102,296.89
Fair Market Value Increase/Decrease	(1,502.42)
Per Investment Statement @ 4/30/21	\$ 100,794.47

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	2.89%	50,000	50,096.00
<b>Average Estimated Annual Yield</b>						2.89%
<b>Cash &amp; Sweep Balances</b>						50,698.47
<b>Snapshot Market Value on April 30, 2021</b>						<b>100,794.47</b>

**ITEM NO. FM6 THIRD QUARTER EXPENSE SUMMARY, FISCAL YEAR 2020/2021**

**Recommendation**

Review and approve the Third Quarter Expense Summary.

**Background**

The Third 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 third quarter (75% of the year), EBDA's spending is under budget, at 68% spent. O&M expenditures are lower than anticipated (65% spent) due to a very dry winter resulting in lower pumping, chemical, and labor costs. In addition, some labor has been charged to the Cargill project rather than EBDA's General Administration. The Special Studies fund is tracking well with the budget at 74% spent.

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. EBDA has invoiced Cargill for \$287k in labor and consultant costs to date, as well as \$100k for an initial payment toward capacity fees, per the approved CEQA agreement.

# East Bay Dischargers Authority

## EXPENSE SUMMARY BY PROGRAM

FY 2020/21 THROUGH MARCH 31, 2021 (75% of YEAR)

	YTD Expenses	Budget	Variance	% of Budget	Explanations for Variance Over 10%
<b>O&amp;M EFFLUENT DISPOSAL</b>					
General Administration	\$770,037	\$1,254,764	(\$484,727)	61%	Benefits lower than budgeted, and some salary costs have been allocated to the Cargill brine project.
Outfall & Forcemains	\$108,832	\$181,336	(\$72,504)	60%	Low due to labor efficiencies.
San Leandro Pump Station	\$11,386	\$0	\$11,386	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	\$281,341	\$506,003	(\$224,662)	56%	Low due to minimal wet weather and labor efficiencies.
Oro Loma Pump Station	\$323,674	\$463,920	(\$140,246)	70%	
Hayward Pump Station	\$101,544	\$163,336	(\$61,792)	62%	Low due to minimal wet weather.
Union Pump Station	\$227,918	\$365,336	(\$137,418)	62%	Low due to minimal wet weather.
Bay & Effluent Monitoring	\$417,922	\$534,550	(\$116,628)	78%	
<b>TOTAL O&amp;M EFFLUENT DISPOSAL</b>	<b>\$2,242,654</b>	<b>\$3,469,245</b>	<b>(\$1,226,592)</b>	<b>65%</b>	
<b>SPECIAL PROJECTS</b>					
NPDES Permit Fees	\$538,685	\$555,483	(\$16,798)	97%	Annual fee was paid in Q2.
NPDES Permit Issues	\$7,469	\$200,000	(\$192,531)	4%	Reserve funds in case of enforcement. Funds expended have been used for NPDES reissuance activities.
Regional Monitoring Program	\$246,184	\$280,000	(\$33,816)	88%	Fully paid for the year, and fees were lower than anticipated.
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 Q4.
JPA Legal Support	\$35,037	\$42,000	(\$6,963)	83%	
AQPI	\$0	\$29,000	(\$29,000)	0%	EBDA will be invoiced by Sonoma Water next FY due to project delays.
Operator Training Modules	\$0	\$16,000	(\$16,000)	0%	Awaiting further work.
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	\$2,400	\$40,000	(\$37,600)	6%	Work initiated in Q3.
Contingency - Admin Support	\$0	\$22,246	(\$22,246)	0%	Funds to be left in contingency per new Classification Plan.
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.
Nature-Based Solutions Study	\$26,941	\$0	\$26,941	100%	Costs are reimbursed through EPA grant.
NPDES Testing - CSL	\$0	\$1,500	(\$1,500)	0%	Annual fee for WIMS has not yet been paid.
NPDES Testing - OLSD	\$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>\$1,149,603</b>	<b>\$1,560,208</b>	<b>(\$410,605)</b>	<b>74%</b>	
<b>WATER RECYCLING</b>					
Skywest Golf Course	\$121,007	\$120,000	\$1,007	101%	
<b>TOTAL WATER RECYCLING</b>	<b>\$121,007</b>	<b>\$120,000</b>	<b>\$1,007</b>	<b>101%</b>	
<b>TOTAL PROGRAMS</b>	<b>\$3,513,263</b>	<b>\$5,149,453</b>	<b>(\$1,636,190)</b>	<b>68%</b>	

# East Bay Dischargers Authority

## EXPENSE SUMMARY BY ACCOUNT

FY 2020/21 THROUGH MARCH 31, 2021 (75% OF YEAR)

	YTD Expenses	Budget	Variance	% of Budget	Explanations for Variance Over 10%
4010 - Salary	\$384,847	\$543,442	(\$158,595)	71%	
4020 - Benefits	\$170,540	\$282,582	(\$112,042)	60%	Reduction in number of retirees supported; also budgeted CalPERS UAL was higher than actual due to recent discretionary payment.
4030 - Commissioner Compensation	\$25,440	\$45,000	(19,560)	57%	Budget assumes maximum number of meetings and several Committees are currently on reduced schedules.
4070 - Insurance	\$153,404	\$60,000	93,404	256%	Includes \$100,000 deductible for Skywest claim.
4080 - Memberships & Subscriptions	\$143,083	\$155,677	(12,594)	92%	BACWA dues, which are EBDA's largest membership expense (\$103k) were paid in the first quarter.
4100 - Supplies, Variable	\$168,597	\$287,000	(118,403)	59%	Low due to minimal wet weather.
4100 - Supplies, Fixed	\$3,959	\$24,000	(20,041)	16%	Significant spending on supplies for office and facilities has not been required.
4110 - Contract Services	\$37,374	\$132,320	(94,946)	28%	Minimal contract services for the force main and pump stations have been required year to date.
4120 - Professional Services	\$313,330	\$712,190	(398,860)	44%	Many Special Studies were deferred (see Expenses by Program).
4140 - Rents & Fees	\$1,071,719	\$1,107,242	(\$35,523)	97%	Annual NPDES and BACWA fees are paid.
4141 - NPDES Fines	\$0	\$209,000	(209,000)	0%	Reserve funds in case of enforcement.
4150 - Maintenance & Repair	\$456,584	\$711,500	(254,916)	64%	Low due to minimal wet weather.
4160 - Monitoring	\$125,991	\$185,000	(59,010)	68%	
4170 - Travel	\$1,331	\$18,000	(16,669)	7%	Reduced travel due to COVID pandemic.
4190 - Utility, Fixed	\$13,790	\$21,500	(7,710)	64%	Lower than expected utility costs.
4191 - Utility, Variable (PG&E)	\$442,734	\$615,000	(172,266)	72%	
4200 - Acquisitions & Other	\$539	\$40,000	(39,461)	1%	Deferred capital spending on the Skywest recycled water system.
<b>TOTAL ALL ACCOUNTS</b>	<b>\$3,513,263</b>	<b>\$5,149,453</b>	<b>(\$1,636,190)</b>	<b>68%</b>	

**ITEM NO. FM7 RESERVE POLICY CONSIDERATIONS**

**Recommendation**

Provide direction to staff on concepts for the Authority's Reserve Policy.

**Background**

Over the past year, the Authority has been going through a process of updating its financial policies. The Authority historically had a comprehensive Financial Management System Policy and Procedures Manual. Each chapter is now being split into policies for consideration and adoption by the Commission, and procedures to be implemented by staff.

The Authority does not currently have a Reserve Policy, and staff has recommended that the Commission consider one, consistent with industry guidelines and best practices.

Currently, EBDA operates four funds, as shown in the Treasurer's Report (Item FM5):

		<b>FY 2020/2021 Budget</b>	<b>Balance as of April 30, 2021</b>
<b>Fund 12</b>	Operations & Maintenance (O&M)	\$3,469,238	\$1,064,054
<b>Fund 13</b>	Planning & Special Studies (incl. permit fees, etc.)	\$1,453,207	\$136,099
<b>Fund 14</b>	Skywest	\$120,000	\$ 42,995
<b>Fund 31</b>	Renewal & Replacement Fund (RRF)	\$750,000	\$ 2,187,098

As discussed last month, funds are comingled in EBDA's bank accounts. In practical terms, funds retained in Fund 31 that are allocated to future projects are used to provide cash flow for operational expenses. Historically, the Authority's approach had been to maintain a high balance in its RRF that provided a cushion for some level of emergency preparedness and future investment, however lower contributions in recent years, combined with completion of large projects, means that there is now less of a cushion in the RRF to cover unforeseen events.

Last month, staff presented the following recommended values for reserves in each fund:

Agenda Explanation  
 East Bay Dischargers Authority  
 Financial Management Committee  
 May 18, 2021

		EBDA FY 2020/2021	EBDA Strawman Reserve Policy April 2020	
		Budget	Amount	Rationale
Fund 12	Operations & Maintenance	\$ 3,469,238	\$ 867,310	3 months O&M
Fund 13	Planning & Special Studies	\$ 1,453,207	\$ 600,000	NPDES Permit Fee
Fund 31	Renewal & Replacement	\$ 750,000	\$ 1,250,000	EBDA responsibility under JPA
			\$ 2,717,310	

**Discussion**

In order to better understand the implications for Member Agencies of staff's recommendations, the Committee requested a breakdown of each agency's potential contribution to the reserves. The Commission also requested an understanding of dollars in the Authority's accounts that have not been allocated to specific projects and are therefore currently functioning as reserves.

The following table contains a summary of the requested information. The allocations shown were derived as follows:

- **O&M** allocation is a combination of fixed and variable cost allocations in proportion to their use in the FY 2021/2022 Budget.
- **Planning & Special Studies** allocation is based on NPDES permitted flows, consistent with the allocation for permit fees.
- **RRF** allocation is based on fixed cost allocation, consistent with the JPA.

As discussed previously, these reserves could be built up over time and/or by dedicating unspent funds at the end of a fiscal year that would otherwise be returned to the Member Agencies as a credit against the following year's expenses.

EBDA Reserves Member Agency Allocations  
STRAWMAN May 2021

				Agency Allocations					
	Strawman Reserve Amount	Unallocated Funds	Reserve Funds Requested	San Leandro	O.L.S.D.	C.V.S.D.	Hayward	U.S.D.	LAVWMA
O&M	\$ 867,310		\$ 867,310	6.4%	14.9%	7.0%	15.6%	37.9%	18.2%
Special Studies	\$ 600,000		\$ 600,000	9.6%	16.4%	8.8%	23.4%	41.7%	0.0%
RRF	\$ 1,250,000	\$ 950,000	\$ 300,000	9.5%	14.5%	7.8%	11.2%	31.9%	25.2%
<b>Total</b>	<b>\$ 2,717,310</b>		<b>\$ 1,767,310</b>						

Agency Funds Requested					
San Leandro	O.L.S.D.	C.V.S.D.	Hayward	U.S.D.	LAVWMA
\$ 55,152	\$ 129,102	\$ 60,614	\$ 135,101	\$ 329,079	\$ 158,262
\$ 57,649	\$ 98,609	\$ 53,097	\$ 140,329	\$ 250,316	\$ -
\$ 28,457	\$ 43,502	\$ 23,402	\$ 33,461	\$ 95,680	\$ 75,498

Total \$ 141,257 \$ 271,213 \$ 137,113 \$ 308,890 \$ 675,076 \$ 233,760  
 Spread over 5 years \$ 28,251 \$ 54,243 \$ 27,423 \$ 61,778 \$ 135,015 \$ 46,752

Projected FY 20/21 Underrun \$479,000

If Allocated to O&M, Requested Funds go to \$ 388,310

Agency Funds Requested (with O&M Carryover)					
San Leandro	O.L.S.D.	C.V.S.D.	Hayward	U.S.D.	LAVWMA
\$ 24,692	\$ 57,801	\$ 27,138	\$ 60,487	\$ 147,335	\$ 70,857
\$ 57,649	\$ 98,609	\$ 53,097	\$ 140,329	\$ 250,316	\$ -
\$ 28,457	\$ 43,502	\$ 23,402	\$ 33,461	\$ 95,680	\$ 75,498

Total \$ 110,798 \$ 199,912 \$ 103,637 \$ 234,276 \$ 493,331 \$ 146,355  
 Spread over 5 years \$ 22,160 \$ 39,982 \$ 20,727 \$ 46,855 \$ 98,666 \$ 29,271

**ITEM NO. FM8 MOTION AUTHORIZING THE GENERAL MANAGER TO BILL THE CITY OF HAYWARD \$9000 PER QUARTER FOR RECYCLED WATER USE FROM OCTOBER 2020 THROUGH JUNE 2021 AND SETTING THE CITY OF HAYWARD RECYCLED WATER FEE FOR FY 2021/2022 AT \$9000 PER QUARTER**

**Recommendation**

Approve the motion setting recycled water fees at \$9000 per quarter (\$3000 per month) for quarters 2-4 of FY 2020/2021 and for FY 2021/2022.

**Background**

Since 1982, EBDA has been providing recycled water to Skywest Golf Course. The golf course property is owned by the City of Hayward (City) and was historically operated by Hayward Area Recreation and Park District (HARD). EBDA's goal for Skywest has always been for revenues to meet expenses so that the member agencies are not subsidizing the project. Since 2015, EBDA has charged HARD \$10,000 per month, which allowed for offset of expenses as well as build-up of a small fund for capital needs.

In March 2020, the golf course was closed to the public due to COVID-19 restrictions, and it has not reopened. Since the course closed, EBDA has continued to provide recycled water at reduced quantities. The water is no longer used for irrigation; water levels are maintained in the ponds to provide for local wildlife. In recognition of the reduced water use and associated cost, and in support of a fellow public agency that was facing budget shortfalls associated with the pandemic, the Commission adopted resolutions waiving the \$10,000 per month charge to HARD for May through September 2020.

At the end of September 2020, HARD elected to allow their lease to expire, and management of the property was taken over by the City. The golf course has not reopened, and the City is currently undertaking a facility-planning process to determine future land uses. When the City took over the site, City and EBDA staff agreed to monitor water use and operations costs and define a cost for water once operations had stabilized. Therefore, no bills have been issued yet to the City for recycled water.

**Discussion**

The balance in EBDA's water reclamation fund, which is currently set aside for the Skywest project, is \$42,995, following a \$100,000 deductible payment associated with an insurance claim for a 2020 break in the distribution line.

Based on expenses incurred over the past year, staff recommends a recycled water price of \$3000 per month for continued reduced service to Skywest. This amount will cover operational costs and allow the remaining funds in the account to be retained for ultimate decommissioning or disposition of the system. EBDA would bill the City \$9000 quarterly, including back-billing from October 2020.



Agenda Explanation  
East Bay Dischargers Authority  
Financial Management Committee  
May 18, 2021

Staff believes that supplying EBDA's recycled water to the City's Skywest property provides financial benefits to the City, whose cost for potable water would be much higher, and environmental benefits to EBDA and its ratepayers. Staff will continue to work with the City to identify future recycled water needs as their plans for the property take shape. One likely scenario is that the City provides recycled water from their Water Pollution Control Plant to the site in the future. That would allow the existing Skywest system to be decommissioned or repurposed for supply of freshwater to a horizontal levee.

**ITEM NO. FM9 RESOLUTION ADOPTING THE EAST BAY DISCHARGERS  
AUTHORITY'S FISCAL YEAR 2021/2022 BUDGET**

**Recommendation**

Adopt a resolution approving the Authority's FY 2021/2022 Budget.

**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.

A draft budget was reviewed by the Committee in April 2021.

**Discussion**

The proposed FY 2021/2022 Budget is presented in the following format:

1. By Program
2. By Account Number
3. Allocation to Member Agencies

Based on feedback from the MAC and Financial Management Committee and new information, the following changes have been made to the budget since the draft presented last month:

- O&M
  - Added \$6k to HEPS maintenance and repair, consistent with feedback from Hayward staff
  - Added \$15k to chemicals as a result of the \$0.10/gallon unit cost increase in sodium bisulfite resulting from recent bids
  - Added \$5k to Professional Services for updates the Authority's Asset Management tool
  - Moved a portion of O&M Manager labor from General Administration to the pump stations, consistent with prior years
  - Added \$5k to Insurance following notice of expected increases from CSRMA
  - Added \$6k back in for carryover of the WIMS NPDES data management system as we transition to the new LIMS
  - Added \$5k to Caltest for transition of electronic reports for the new LIMS

- Special Studies
  - Added \$100k for a Cooperative Biosolids Management Feasibility Study
  - Added \$20k for a Solar Power Feasibility Study for HEPS and OLEPS
  - Carried over \$16k for completion of online operator training modules
  - Carried over \$20k for finalization of the transport system condition assessment and seismic reliability technical memoranda
  - Carried over \$29k for AQPI because billing is expected late summer 2021
  - Added \$5k for a memorial to Bruce Wolfe
  
- Water Recycling and Brine
  - Lowered Skywest estimated costs and revenues from \$50k to \$36k to reflect recent operational data
  - Increased Zone 7 revenue by \$10k to reflect agreement with Dublin San Ramon Services District (see Item No. 13)
  - Increased Cargill estimated cost and revenues to reflect anticipated rate of spend to complete CEQA and develop contracts

Overall, agency expenses are expected to decrease by 3%, or \$150k, as compared to FY 2020/2021. Details of changes by line item are provided in the attached budget tables. The overall decrease is driven by a decrease in Special Studies funding.

The agencies' Renewal and Replacement Fund (RRF) contribution remains flat at \$750k. This includes \$330k for ongoing asset management and \$420k in credit to USD to fulfill the annual JPA obligation for UEPS capital. Note that because San Leandro and LAVWMA contributions are specific to certain facilities, they pay their share of RRF expenses at the end of each fiscal year.

The Operations & Maintenance (O&M) is 2% (\$72k) higher than last fiscal year. The most significant change is the PG&E rate increase.

As discussed previously, to manage cash flows, staff is recommending that the agencies' contributions to the FY 2021/2022 budget be paid in two semi-annual installments instead of the historical quarterly payments.

**FISCAL YEAR 2021/2022 BUDGET BY PROGRAM**

FUND NO	PROGRAM DESCRIPTION	BUDGET FY 21/22	OTHER REVENUES/ CARRYOVER	AGENCY REVENUES	BUDGET FY 20/21	% FY 21/22 to 20/21	\$ Change	Explanations for Changes over \$10,000
<b>12 O&amp;M EFFLUENT DISPOSAL</b>								
12 06	General Administration	\$ 1,293,381	\$ -	\$ 1,293,381	\$ 1,254,759	103%	\$ 38,623	Increases in salaries related to 2% COLA, change in Admin Mgr Class, and addition of 0.5 FTE Admin Support Spec.
12 10	Outfall & Force mains	\$ 181,977	\$ -	\$ 181,977	\$ 181,336	100%	\$ 641	
12 14	Marina Dechlor Facility	\$ 510,454	\$ -	\$ 510,454	\$ 506,003	101%	\$ 4,450	
12 16	Oro Loma Pump Station	\$ 514,954	\$ -	\$ 514,954	\$ 463,920	111%	\$ 51,034	Increase in PG&E rates.
12 18	Hayward Pump Station	\$ 170,977	\$ -	\$ 170,977	\$ 163,336	105%	\$ 7,641	
12 20	Union Pump Station	\$ 363,233	\$ -	\$ 363,233	\$ 365,336	99%	\$ (2,103)	
12 21	Bay & Effluent Monitoring	\$ 506,382	\$ -	\$ 506,382	\$ 534,550	95%	\$ (28,168)	FY2020/2021 included a one-time startup cost of \$40k for the Laboratory Information Management System.
<b>TOTAL FUND # 12</b>		<b>\$ 3,541,357</b>		<b>\$ 3,541,357</b>	<b>\$ 3,469,238</b>	<b>102%</b>	<b>\$ 72,118</b>	
<b>13 SPECIAL PROJECTS</b>								
13 36	NPDES Permit Fees	\$ 593,473	\$ -	\$ 593,473	\$ 555,483	107%	\$ 37,990	State Water Board projecting a significant increase in NPDES permit fees.
13 37	NPDES Permit Issues	\$ 100,000	\$ 100,000	\$ -	\$ 200,000	0%	\$ (200,000)	Contingency included for potential fines last year is no longer needed. Unspent funds are being held over for professional services related to permit reissuance.
13 48	Regional Monitoring Program	\$ 280,000	\$ -	\$ 280,000	\$ 280,000	100%	\$ -	
13 49	Nutrient Surcharge	\$ 285,346	\$ -	\$ 285,346	\$ 269,479	106%	\$ 15,867	Increase due to lower supplement from BACWA reserves.
13 53	Water Research Foundation	\$ 25,580	\$ -	\$ 25,580	\$ 25,000	102%	\$ 580	
13 58	Transport System Inspection	\$ 20,000	\$ 20,000	\$ -	\$ -	0%	\$ -	
13 63	JPA Legal Support	\$ 10,000	\$ -	\$ 10,000	\$ -	100%	\$ 10,000	Support for drafting administrative appeals policy.
13 65	AQPI	\$ 29,000	\$ 29,000	\$ -	\$ -	0%	\$ -	
13 67	Operator Training Modules	\$ 16,000	\$ 16,000	\$ -	\$ -	0%	\$ -	
13 68	Brine Project Development	\$ -	\$ -	\$ -	\$ 30,000	0%	\$ (30,000)	Effort moved to Fund 15.
13 69	Strategic Planning	\$ 10,000	\$ 10,000	\$ -	\$ 10,000	0%	\$ (10,000)	External support for EBDA strategic planning effort, carried over.
13 74	Disinfection Master Plan	\$ 45,726	\$ 20,000	\$ 25,726	\$ 40,000	64%	\$ (14,274)	Continuation of expert consultant support for development of a Master Plan to optimize chlorine dosing for consistent control of bacteria in the EBDA system.
13 75	Contingency - Admin Support	\$ -	\$ -	\$ -	\$ 22,245	0%	\$ (22,245)	Removed contingency for extending the 0.5 FTE Administrative Assistant.
13 76	PFAS Sampling	\$ -	\$ -	\$ -	\$ 15,000	0%	\$ (15,000)	Not required. Bay region was exempted from individual sampling requirements in State order.
13 77	Nature-based Solutions	\$ 150,000	\$ 150,000	\$ -	\$ -	0%	\$ -	
13 78	Biosolids Feasibility Study	\$ 100,000	\$ -	\$ 100,000	\$ -	100%	\$ 100,000	Study to evaluate feasibility of an EBDA biosolids collaboration/project.
13 79	Solar Feasibility Study	\$ 20,000	\$ -	\$ 20,000	\$ -	200%	\$ 20,000	Study to evaluate feasibility and land requirements of solar facilities at HEPS and OLEPS.
13 82	Bruce Wolfe Memorial	\$ 5,000	\$ -	\$ 5,000	\$ -	300%	\$ 5,000	Memorial to former RWQCB Exec Officer for his role in the creation of EBDA.
13 91	NPDES Testing - CSL	\$ 1,500	\$ -	\$ 1,500	\$ 1,500	100%	\$ -	
13 92	NPDES Testing - OLSD	\$ 1,500	\$ -	\$ 1,500	\$ 1,500	100%	\$ -	
13 93	NPDES Testing - HAY	\$ 1,500	\$ -	\$ 1,500	\$ 1,500	100%	\$ -	
13 94	NPDES Testing - USD	\$ 1,500	\$ -	\$ 1,500	\$ 1,500	100%	\$ -	
<b>TOTAL FUND # 13</b>		<b>\$ 1,696,125</b>	<b>\$ 345,000</b>	<b>\$ 1,351,125</b>	<b>\$ 1,453,207</b>	<b>93%</b>	<b>\$ (102,082)</b>	
<b>TOTAL OPERATING BUDGET</b>		<b>\$ 5,237,482</b>	<b>\$ 345,000</b>	<b>\$ 4,892,482</b>	<b>\$ 4,922,446</b>	<b>99%</b>	<b>\$ (29,964)</b>	
31 99	CONTRIBUTION TO R&R FUND	\$ 750,000	\$ -	\$ 750,000	\$ 750,000	100%	\$ -	
<b>TOTAL AGENCY FUNDING</b>				<b>\$ 5,642,482</b>	<b>\$ 5,672,446</b>	<b>99%</b>	<b>\$ (29,964)</b>	
<b>PROGRAMS WITH OTHER FUNDING</b>								
<b>14 00 WATER RECYCLING</b>								
14 80	Skywest	\$ 36,000	\$ 36,000	\$ -	\$ 120,000			Reduction in operations due to closure of the golf course.
<b>TOTAL FUND # 14</b>		<b>\$ 36,000</b>	<b>\$ 36,000</b>	<b>\$ -</b>	<b>\$ -</b>			
<b>15 00 BRINE ACCEPTANCE</b>								
15 83	Mixed Sea Salt Brine (Cargill)	\$ 400,000	\$ 400,000	\$ -	\$ -			
15 84	Zone 7 Brine (DSRSD)	\$ 80,000	\$ 80,000	\$ -	\$ -			
<b>TOTAL FUND # 15</b>		<b>\$ 480,000</b>	<b>\$ 480,000</b>	<b>\$ -</b>	<b>\$ -</b>			
<b>TOTAL EXPENDITURES</b>				<b>\$ 5,642,482</b>	<b>\$ 5,792,446</b>	<b>97%</b>	<b>\$ (149,964)</b>	

**FISCAL YEAR 2021/2022 BUDGET BY ACCOUNT NUMBER**

ACCT NUMBER	ACCT TITLE	BUDGET FY 21/22	OTHER REVENUES/ CARRYOVER	AGENCY REVENUES	BUDGET FY 20/21	% FY 21/22 to 20/21	\$ Change	Explanations for Changes over \$10,000
4010	Salary	586,101		586,101	543,436	108%	\$ 42,665	2% COLA, salary increase for Administration Manager reclassification, and addition of 0.5 FTE Admin Support Specialist. Also, O&M labor was moved from pump stations to General Admin.
4020	Benefits	269,324		269,324	282,582	95%	\$ (13,258)	Medical premiums for retirees decreased due to death and recipients becoming eligible for Medicare. Additionally, because of last year's lump sum payment, the Authority's PERS required payment is lower than previous. Finally, benefits that are based on payroll decreased because of the lower payrate for the Admin Support Specialist.
4030	Commissioner Compensation	45,000		45,000	45,000	100%	\$ -	
4070	Insurance	65,000	3,000	62,000	60,000	103%	\$ 2,000	
4080	Memberships & Subscriptions	147,702		147,702	155,677	95%	\$ (7,975)	
4100	Supplies, Fixed	22,000		22,000	24,000	92%	\$ (2,000)	
4100	Supplies, Variable	312,000		312,000	287,000	109%	\$ 25,000	Increase in SBS unit cost.
4110	Contract Services	104,280		104,280	132,320	79%	\$ (28,040)	FY2020/2021 included a one-time startup cost of \$40k for the Laboratory Information Management System.
4120	Professional Services	1,294,976	653,000	641,976	605,189	106%	\$ 36,787	Decrease in MA contributions due to more complete accounting of external revenues.
4140	Rents & Fees	1,161,099		1,161,099	1,107,242	105%	\$ 53,857	Increase to NPDES fee.
4141	NPDES Issues	109,000	100,000	9,000	209,000	4%	\$ (200,000)	In FY 2020/2021, this budget was high to reflect possible fines that did not materialize. Funds are being carried over to support 2022 permit reissuance.
4150	Maintenance & Repair	676,500	9,000	667,500	711,500	94%	\$ (44,000)	EBDA O&M labor has been moved to General Admin. Skywest maintenance and repair has also decreased, and offsetting revenue is now reflected.
4160	Monitoring	175,000	5,000	170,000	185,000	92%	\$ (15,000)	Removal of lab fees that are now routed directly to agencies, as well as retirement of Hach WIMS system.
4170	Travel & Training	18,000		18,000	18,000	100%	\$ -	
4190	Utility, Fixed	17,500	1,000	16,500	21,500	77%	\$ (5,000)	
4191	Utility, Variable (PG&E)	660,000		660,000	615,000	107%	\$ 45,000	Increase in PG&E rates.
4200	Acquisitions & Other	90,000	90,000	0	40,000	0%	\$ (40,000)	Decrease in MA contributions due to more complete accounting of external revenues.
<b>SUB TOTAL ALL ACCOUNTS</b>		5,753,482	861,000	4,892,482	5,042,446	97%	\$ (149,964)	
<b>CONTRIBUTION TO R&amp;R FUND</b>		750,000			750,000	100%	\$ -	
<b>TOTAL EXPENDITURES</b>		6,503,482		5,642,482	5,792,446	97%	\$ (149,964)	

**ESTIMATED ANNUAL BILLS TO THE EBDA MEMBER AGENCIES FOR FISCAL YEAR 2021/2022**

*Rates for various agencies*

	San Leandro	O.L.S.D.	C.V.S.D.	Hayward	U.S.D.	LAVWMA
<b>Special Study Rate</b>	13%	18%	6%	30%	33%	varies
<b>Variable Rate</b>	10.0%	15.8%	6.3%	21.4%	46.5%	16.2%
<b>Variable Rate - MAs w/o CSL</b>	-	17.6%	6.9%	23.8%	51.7%	17.7%
<b>Fixed Rate</b>	13.7%	19.1%	10.3%	14.7%	42.1%	26.10%
<b>Fixed Rate - MAs w/o CSL</b>	-	22.2%	11.9%	17.1%	48.8%	-
<b>RRF Rate</b>	varies	22.2%	11.9%	17.1%	48.8%	varies
<b>RMP Rate</b>	5.5%	7.7%	3.1%	36.0%	24.5%	23.3%
<b>Nutrient Rate</b>	7.9%	10.1%	5.5%	16.6%	40.4%	19.5%
<b>NPDES Fee</b>	7.1%	12.1%	6.5%	17.2%	30.6%	26.6%

	San Leandro	O.L.S.D.	C.V.S.D.	Hayward	U.S.D.	LAVWMA	REVENUES	MA Total	Grand Total
<b>O&amp;M</b>									
O&M Fixed Charges w/CSL	\$ 180,405	\$ 251,307	\$ 135,238	\$ 193,273	\$ 552,770	\$ 463,723		\$ 1,312,994	\$ 1,776,717
O&M Fixed Charges w/o CSL	\$ -	\$ 24,473	\$ 13,119	\$ 18,851	\$ 53,798	\$ 14,899		\$ 110,241	\$ 125,140
O&M Variable Charges w/CSL	\$ 44,787	\$ 70,818	\$ 27,931	\$ 95,653	\$ 207,672	\$ 86,640		\$ 446,860	\$ 533,500
O&M Variable Charges w/o CSL	\$ -	\$ 180,545	\$ 71,207	\$ 243,860	\$ 529,441	\$ 80,947		\$ 1,025,053	\$ 1,106,000
<b>Total O&amp;M</b>	<b>\$ 225,192</b>	<b>\$ 527,143</b>	<b>\$ 247,495</b>	<b>\$ 551,637</b>	<b>\$ 1,343,680</b>	<b>\$ 646,209</b>		<b>\$ 2,895,148</b>	<b>\$ 3,541,357</b>
Last year	\$ 245,882	\$ 588,092	\$ 271,530	\$ 571,561	\$ 1,306,509	\$ 485,664		\$ 2,983,574	\$ 3,469,238

<b>Special Projects</b>									
NPDES Permit Fee	\$ 41,840	\$ 71,569	\$ 38,537	\$ 101,848	\$ 181,675	\$ 158,003		\$ 435,471	\$ 593,473
RMP Fee	\$ 15,298	\$ 21,484	\$ 8,553	\$ 100,848	\$ 68,607	\$ 65,209		\$ 214,791	\$ 280,000
Nutrient Fee	\$ 22,554	\$ 28,892	\$ 15,557	\$ 47,307	\$ 115,253	\$ 55,783		\$ 229,563	\$ 285,346
WERF Fee	\$ 2,564	\$ 4,054	\$ 1,599	\$ 5,476	\$ 11,888	\$ -		\$ 25,580	\$ 25,580
Special Studies Fee	\$ 16,068	\$ 25,054	\$ 10,258	\$ 32,315	\$ 71,548	\$ 5,483		\$ 155,243	\$ 160,726
Member Agency Testing	\$ 1,500	\$ 1,500	\$ -	\$ 1,500	\$ 1,500	\$ -		\$ 6,000	\$ 6,000
<b>Total Special Projects</b>	<b>\$ 99,825</b>	<b>\$ 152,552</b>	<b>\$ 74,504</b>	<b>\$ 289,295</b>	<b>\$ 450,472</b>	<b>\$ 284,477</b>		<b>\$ 1,066,648</b>	<b>\$ 1,351,125</b>
Last Year	\$ 113,960	\$ 177,317	\$ 85,711	\$ 305,428	\$ 472,697	\$ 298,095		\$ 1,155,112	\$ 1,453,207

**Total Operating Budget** \$ 3,961,796 \$ 4,892,482

<b>Programs with Other Funding</b>									
Skywest						\$ 36,000		\$ 36,000	
Mixed Sea Salt Brine (Cargill)						\$ 400,000		\$ 400,000	
Zone 7 Brine (DSRSD)						\$ 80,000		\$ 80,000	
<b>Total Skywest</b>						\$ 516,000		\$ 516,000	
Last Year						\$ 120,000		\$ 120,000	
<b>Total Outside Funding</b>								\$ 516,000	

<b>Renewal and Replacement Fund</b>									
RRF Contribution		\$ 166,500	\$ 89,250	\$ 128,250	\$ 366,000	\$ -		\$ 750,000	\$ 750,000
<b>Total RRF</b>	<b>\$ -</b>	<b>\$ 166,500</b>	<b>\$ 89,250</b>	<b>\$ 128,250</b>	<b>\$ 366,000</b>	<b>\$ -</b>		<b>\$ 750,000</b>	<b>\$ 750,000</b>
<b>Total Capital Contribution</b>								\$ 750,000	\$ 750,000

<b>Overall Total for FY 21/22</b>	<b>\$ 325,018</b>	<b>\$ 846,196</b>	<b>\$ 411,249</b>	<b>\$ 969,182</b>	<b>\$ 2,160,152</b>	<b>\$ 930,686</b>	<b>\$ 516,000</b>	<b>\$ 4,711,796</b>	<b>\$ 6,158,482</b>
<b>Total FY 20/21</b>	<b>\$ 359,842</b>	<b>\$ 931,909</b>	<b>\$ 446,491</b>	<b>\$ 1,005,238</b>	<b>\$ 2,145,206</b>	<b>\$ 783,759</b>	<b>\$ 120,000</b>	<b>\$ 4,888,686</b>	<b>\$ 5,792,445</b>

**Total for MAs plus LAVWMA** \$ 5,642,482

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

RESOLUTION NO. 21-06

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

**RESOLUTION ADOPTING THE EAST BAY DISCHARGERS AUTHORITY'S  
FISCAL YEAR 2021/2022 BUDGET**

**WHEREAS**, the East Bay Dischargers Authority Joint Exercise of Powers Agreement (“JPA”) requires that a Fiscal Year Budget be adopted annually, to provide an operating guideline and authorize expenditure of funds; and

**WHEREAS**, the General Manager has prepared a budget for Fiscal Year 2021/2022 which is attached to the accompanying Staff Report and reflects the anticipated need for the effective management of the East Bay Dischargers Authority (“Authority”) during the ensuing fiscal year; and

**WHEREAS**, the Managers Advisory Committee and the Financial Management Committee reviewed the proposed FY 2021/2022 Budget and recommend adoption by the Commission; and

**WHEREAS**, the Managers Advisory Committee and the Financial Management Committee further recommend that unspent FY 2020/2021 funds for ongoing Special Projects shall be carried over into FY 2021/2022; and

**WHEREAS**, the Managers Advisory Committee and the Financial Management Committee further recommend that the Authority bill the Member Agencies for their allocated contributions on a semi-annual basis; and

**NOW, THEREFORE, BE IT RESOLVED**, the Commission of the East Bay Dischargers Authority hereby adopts the Fiscal Year 2021/2022 Budget for the Authority, as outlined in the accompanying Staff Report.

**BE IT FURTHER RESOLVED**, that the sums set forth in the Fiscal Year 2021/2022 Budget for the Authority, as outlined in the accompanying Staff Report are hereby appropriated for expenditure as detailed, and that any and all expenditures for or relating to the Budget, when expended or entered into under authority of or by the General Manager, are hereby approved and authorized, and warrants therefore may be drawn by the General Manager/Treasurer, commencing July 1, 2021, and ending June 30, 2022.

SAN LORENZO, CALIFORNIA, MAY 20, 2021, ADOPTED BY THE FOLLOWING VOTE:

AYES:  
NOES:  
ABSENT:  
ABSTAIN:

\_\_\_\_\_  
CHAIR  
EAST BAY DISCHARGERS COMMISSION

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