



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: In compliance with AB 361 (2021), 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 link or phone number below.

- Zoom link: <https://us02web.zoom.us/j/82261534447>
- Telephone dial-in: 1(669) 900-6833, meeting ID #822 6153 4447

ITEM NO. 10

FINANCIAL MANAGEMENT COMMITTEE AGENDA

Monday, June 13, 2022

10:00 A.M.

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

Committee Members: Duncan (Chair); Andrews

FM1. Call to Order

FM2. Roll Call

FM3. Public Forum

FM4. List of Disbursements for May 2022
(The Committee will review the List of Disbursements.)

FM5. Treasurer's Report for May 2022
(The Committee will review the Treasurer's Report.)

FM6. Motion Authorizing the General Manager to Execute Amendment No. 10 to the Fee Contract By and Between East Bay Dischargers Authority and Meyers Nave, a Professional Corporation
(The Committee will consider the motion.)

FM7. 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.

Agenda Explanation
East Bay Dischargers Authority
Financial Management Committee
June 13, 2022

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 Juanita Villasenor at juanita@ebda.org or (510) 278-5910. 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>.

**The next Financial Management Committee meeting is scheduled on
Monday, July 18, 2022 at 11:00 a.m.**

EAST BAY DISCHARGERS AUTHORITY
List of Disbursements
May 2022

CHECKS (SORTED BY AMOUNT)

Check #	Payment Date	Invoice #	Vendor Name	Description	Invoice Amount	Disbursement Amount
25646	05/16/2022	3022071	REGIONAL MONITORING PROGRAM C/O SFEI	QUARTERLY PARTICIPANT FEE FOR THE RMP 2022 BUDGET	159,434.50	159,434.50
25638	05/16/2022	387620	CITY OF SAN LEANDRO	O&M - MAR	54,338.27	54,338.27
25671	05/31/2022	20210105.02-4	ASCENT ENVIRONMENTAL, INC	CONSULTING SERVICES - CARGILL CEQA	25,460.00	25,460.00
25644	05/16/2022	191820	MEYERS NAVE	LEGAL SERVICES - BRINE PROJECT	18,612.50	20,095.70
25644	05/16/2022	191819	MEYERS NAVE	LEGAL SERVICES - MAR	1,483.20	
25664	05/31/2022	50228570	UNIVAR	SODIUM BISULFITE - DELIVERED 05/9/2022	6,503.20	19,460.95
25664	05/31/2022	50190756	UNIVAR	SODIUM BISULFITE - DELIVERED 04/27/2022	6,489.68	
25664	05/31/2022	50262390	UNIVAR	SODIUM BISULFITE - DELIVERED 05/20/2022	6,468.07	
25655	05/31/2022	349405	CITY OF HAYWARD	O&M - QUARTERLY JAN-MAR	19,138.38	19,138.38
25667	05/31/2022	172514	ENVIRONMENTAL SCIENCE ASSOCIATES	FIRST MILE PROJECT WORK ORDER NO. 1	6,967.50	13,276.25
25667	05/31/2022	172515	ENVIRONMENTAL SCIENCE ASSOCIATES	HAYWARD FEASIBILITY STUDY WORK ORDER NO. 2	6,308.75	
25661	05/31/2022	00013.14-5	LARRY WALKER ASSOCIATES	PROFESSIONAL SERVICES - WORK ORDER NO. 4	10,599.75	11,406.75
25661	05/31/2022	00013.12-10	LARRY WALKER ASSOCIATES	PROFESSIONAL SERVICES - WORK ORDER NO. 3	807.00	
25658	05/31/2022	099366	BLACKBAUD	ACCOUNTING SOFTWARE TRAINING SUBSCRIPTION RENEWAL	3,085.17	3,085.17
25640	05/16/2022	Feb-22	DEBORAH QUINN	ACCOUNTING SERVICES - JAN	2,990.63	2,990.63
25636	05/16/2022	FB22535	CAROLLO ENGINEERS	ENGINEERING SERVICES - WORK ORDER NO. 1	2,614.50	2,614.50
25651	05/16/2022	742724	VANTAGEPOINT	MISSION SQUARE DEFERRED COMPENSATION 05/15/2022	2,146.01	2,146.01
25654	05/31/2022	749952	VANTAGEPOINT	MISSION SQUARE DEFERRED COMPENSATION 05/31/2022	2,143.57	2,143.57
25673	05/31/2022	30640	INTEC SOLUTIONS INC	OLEPS VFD	1,874.65	1,874.65
25659	05/31/2022	51197	CALCON	ELECTRICAL, INSTRUMENTATION, AND MAINTENANCE SERVICES - MDF	1,680.00	1,680.00
25637	05/16/2022	5220511	CITY OF HAYWARD	BENEFIT PREMIUMS - MAY	1,371.42	1,371.42
25668	05/31/2022	Mar-22	EVERARDO OROZCO LANDSCAPE MANAGEMENT	LANDSCAPE SERVICES - MAR	375.00	1,125.00
25668	05/31/2022	Apr-22	EVERARDO OROZCO LANDSCAPE MANAGEMENT	LANDSCAPE SERVICES - APR	375.00	
25668	05/31/2022	May-22	EVERARDO OROZCO LANDSCAPE MANAGEMENT	LANDSCAPE SERVICES - MAY	375.00	
25669	05/31/2022	632761	CALTEST	LAB TESTING SERVICES	833.90	833.90
25650	05/16/2022	8278	UNITED FENCE SERVICES	MDF METER-VAULT FENCE	679.30	679.30
25648	05/16/2022	1746192-21	SCIF	WORKERS COMPENSATION PREMIUM - MAY	679.25	679.25
25649	05/16/2022	4246044555687627	US BANK	PURCHASING CARD EXPENSES	425.77	425.77
25641	05/16/2022	8014003	EBMUD	BACC PARTICIPATION FEE	378.88	378.88
25643	05/16/2022	9293249877	GRAINGER	FORCE MAIN SUPPLIES	374.51	374.51
25663	05/31/2022	40629	BA MORRISON	HVAC SERVICE - ADMIN	260.00	345.00
25663	05/31/2022	40268	BA MORRISON	HVAC SERVICE - ADMIN	85.00	
25662	05/31/2022	8348	CAYUGA INFORMATION SYSTEMS	IT SERVICES	315.00	315.00
25642	05/16/2022	10110000001	EBMUD	WATER & SEWER, MDF FEB - APR	241.52	241.52
25665	05/31/2022	0522-20	BEECHER ENGINEERING, INC	ELECTRICAL ENGINEERING SERVICES - WORK ORDER NO. 1	210.00	210.00
25647	05/16/2022	CD_000396114	RINGCENTRAL INC	DIGITAL PHONE SERVICE	203.93	203.93

EAST BAY DISCHARGERS AUTHORITY
List of Disbursements
May 2022

CHECKS (SORTED BY AMOUNT)

Check #	Payment Date	Invoice #	Vendor Name	Description	Invoice Amount	Disbursement Amount
25657	05/31/2022	510-483-0439-716-6	AT&T	TELEPHONE SERVICE - MDF	198.47	198.47
25639	05/16/2022	50644	COMPUTER COURAGE	WEBSITE HOSTING - MAY	150.00	150.00
25636	05/16/2022	FB22536	CAROLLO ENGINEERS	ENGINEERING SERVICES - WORK ORDER NO. 4	147.00	147.00
25672	05/31/2022	9191	MBC CUSTODIAL SERVICES INC	JANITORIAL SERVICES - APR	130.00	130.00
25656	05/31/2022	44777800001	EBMUD	WATER & SEWER, ADMIN MAR-MAY	120.79	120.79
25670	05/31/2022	3501336	CALTRONICS	COPIER USAGE AND MAINTENANCE	99.34	99.34
25643	05/16/2022	9294007480	GRAINGER	FORCE MAIN SUPPLIES	90.95	90.95
25645	05/16/2022	422233G	R&S OVERHEAD GARAGE DOOR INC	MULTICODE SINGLE BUTTON REMOTES	87.49	87.49
25635	05/16/2022	2051846	ALPHA ANALYTICAL LABORATORIES	LAB SAMPLES FOR SKYWEST	85.00	85.00
25666	05/31/2022	2054611	ALPHA ANALYTICAL LABORATORIES	LAB SAMPLES FOR SKYWEST	85.00	85.00
25653	05/16/2022	S2084826.001	WILLE ELECTRIC SUPPLY CO, INC	ELECTRICAL PARTS	66.63	66.63
25652	05/16/2022	9905426764	VERIZON WIRELESS	WIRELESS PHONE SERVICES	62.05	62.05
25660	05/31/2022	9906276532	VERIZON WIRELESS	MODEM FOR SCADA	22.02	22.02
25643	05/16/2022	9294310298	GRAINGER	FORCE MAIN SUPPLIES	18.87	18.87
25619	04/28/2022		CITY OF HAYWARD	VOID CHECK	(19,113.38)	(19,113.38)
25378	03/15/2022		ENVIRONMENTAL SCIENCE ASSOCIATES	VOID CHECK	(13,276.25)	(13,276.25)
TOTAL PAYMENTS					315,302.79	315,302.79
ELECTRONIC PAYMENTS						
	05/03/2022	5105948980-0	PG&E	GAS & ELECTRIC SERVICE	34,439.13	34,439.13
	05/03/2022	100000016777106	CALPERS	HEALTH PREMIUMS - MAY	7,136.03	7,136.03
	05/19/2022	100000016772024	CALPERS	PENSION CONTRIBUTION, CLASSIC 5/1 - 15/2022	4,781.77	4,781.77
	05/03/2022	100000016742863	CALPERS	PENSION CONTRIBUTION, CLASSIC 4/16 - 30/2022	4,704.60	4,704.60
	05/17/2022	0008098302-6	PG&E	OLEPS ELECTRICAL UPGRADE	3,000.00	3,000.00
	05/19/2022	100000016772026	CALPERS	PENSION CONTRIBUTION, PEPRA 5/1 - 15/2022	181.13	181.13
	05/03/2022	100000016742903	CALPERS	PENSION CONTRIBUTION, PEPRA 4/16 - 30/2022	157.51	157.51
	05/11/2022		WELLS FARGO	CLIENT ANALYSIS CHARGE	80.18	80.18
TOTAL ELECTRONIC PAYMENTS					54,480.35	54,480.35
PAYROLL						
	5/27/2022		ADP, LLC	PAYROLL PERIOD: 05/01-15/2022	24,706.83	24,706.83
	5/12/2022		ADP, LLC	PAYROLL PERIOD: 05/16-31/2022	22,277.73	22,277.73
	5/6/2022	603045924	ADP, LLC	PAYROLL FEES, 04/16-30/2022	88.25	88.25
	5/20/2022	603994049	ADP, LLC	PAYROLL FEES, 05/01-15/2022	75.00	75.00
TOTAL PAYROLL					47,147.81	47,147.81
TOTAL DISBURSEMENTS					416,930.95	416,930.95

ITEM NO. FM5 TREASURER'S REPORT FOR MAY 2022

The beginning cash balance on May 1, 2022 was \$4,295,393.56. The ending cash balance on May 31, 2022 was \$4,041,322.06. Total receipts for the period were \$162,859.45 and disbursements totaled \$416,930.95. EBDA's LAIF balance is \$3,764,588.67 and the average monthly effective yield for May was 0.68%.

EBDA currently has a two-pronged investment approach that includes Local Agency Investment Fund (LAIF) and traditional bank accounts.

Approval is recommended.

EAST BAY DISCHARGERS AUTHORITY
TREASURER'S REPORT
MAY 31, 2022

FUND	DESCRIPTION	BEGINNING CASH BALANCE	DEBITS (INCREASE)	CREDITS (DECREASE)	ENDING CASH BALANCE
12	OPERATIONS & MAINTENANCE	1,455,637.31		197,195.70	1,258,441.61
13	PLANNING & SPECIAL STUDIES	356,433.28		159,434.50	196,998.78
14	RECLAMATION O & M (SKYWEST)	61,818.78		170.00	61,648.78
15	BRINE ACCEPTANCE	126,964.74	162,859.45	58,093.75	231,730.44
31	RENEWAL & REPLACEMENT	2,294,539.45		2,037.00	2,292,502.45
TOTALS		4,295,393.56	162,859.45	416,930.95	4,041,322.06

May-22

6/8/2022

SUPPLEMENTAL TREASURERS REPORT

DATE	TRANSACTION	RECEIPT	DISBURSEMENT CHECKING	DISBURSEMENT PAYROLL	PAYROLL TRANSFER	LAIF TRANSFER	WELLS FARGO CHECKING BALANCE	WELLS FARGO PAYROLL BALANCE	LAIF BALANCE	TOTAL CASH
04/30/22	BALANCE						495,401.38	35,403.51	3,764,588.67	4,295,393.56
05/02/22	DEPOSIT - CARGILL	30,788.31					526,189.69	35,403.51	3,764,588.67	4,326,181.87
05/03/22	ELECTRONIC BILL PAY		34,439.13				491,750.56	35,403.51	3,764,588.67	4,291,742.74
05/03/22	ELECTRONIC BILL PAY		4,704.60				487,045.96	35,403.51	3,764,588.67	4,287,038.14
05/03/22	ELECTRONIC BILL PAY		157.51				486,888.45	35,403.51	3,764,588.67	4,286,880.63
05/03/22	ELECTRONIC BILL PAY		7,136.03				479,752.42	35,403.51	3,764,588.67	4,279,744.60
05/06/22	PAYROLL FEES			88.25			479,752.42	35,315.26	3,764,588.67	4,279,656.35
05/09/22	PAYROLL TRANSFER				26,000.00		453,752.42	61,315.26	3,764,588.67	4,279,656.35
05/11/22	ANALYSIS FEE		80.18				453,672.24	61,315.26	3,764,588.67	4,279,576.17
05/12/22	PAYROLL			22,277.73			453,672.24	39,037.53	3,764,588.67	4,257,298.44
05/12/22	VOID CHECK		(19,113.38)				472,785.62	39,037.53	3,764,588.67	4,276,411.82
05/16/22	DISBURSEMENT		246,682.18				226,103.44	39,037.53	3,764,588.67	4,029,729.64
05/16/22	DEPOSIT - CARGILL	132,071.14					358,174.58	39,037.53	3,764,588.67	4,161,800.78
05/17/22	ELECTRONIC BILL PAY		3,000.00				355,174.58	39,037.53	3,764,588.67	4,158,800.78
05/19/22	ELECTRONIC BILL PAY		181.13				354,993.45	39,037.53	3,764,588.67	4,158,619.65
05/19/22	ELECTRONIC BILL PAY		4,781.77				350,211.68	39,037.53	3,764,588.67	4,153,837.88
05/20/22	PAYROLL FEES			75.00			350,211.68	38,962.53	3,764,588.67	4,153,762.88
05/27/22	PAYROLL			24,706.83			350,211.68	14,255.70	3,764,588.67	4,129,056.05
05/31/22	VOID CHECK		(13,276.25)				363,487.93	14,255.70	3,764,588.67	4,142,332.30
05/31/22	DISBURSEMENT		101,010.24				262,477.69	14,255.70	3,764,588.67	4,041,322.06
	TOTAL	162,859.45	369,783.14	47,147.81	26,000.00	-	262,477.69	14,255.70	3,764,588.67	4,041,322.06
	CURRENT BALANCE						^①	^②	^③	

Reconciliation

① Per Bank Statement @ 5/31/22	\$	363,617.93
Less: Outstanding Checks		101,140.24
	\$	262,477.69
② Per Bank Statement @ 5/31/22	\$	14,255.70
③ Per LAIF Statement @ 5/31/22	\$	3,764,588.67

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

ITEM NO. FM6 MOTION AUTHORIZING THE GENERAL MANAGER TO EXECUTE AMENDMENT NO. 10 TO THE FEE CONTRACT BY AND BETWEEN EAST BAY DISCHARGERS AUTHORITY AND MEYERS NAVE, A PROFESSIONAL CORPORATION

Recommendation

Approve a motion authorizing execution of Amendment No. 10 to the fee contract with Meyers Nave that extends the contract for FY 2022/2023 and increases the hourly rate to \$328.00/hour for general services and \$361.00/hour for litigation services.

Background

EBDA first selected Meyers Nave in March 2010 through a competitive bidding process to replace its retiring General Counsel. The compensation rate determined through that competitive bid has been adjusted historically by the Commission to correspond with inflation. The existing compensation rate is \$318 per hour for general services and \$350 per hour for litigation services, and was adopted in June 2021. The proposed 3% increase for inflation is consistent with prior years' adjustments and was incorporated in the FY 2022/2023 Budget approved by the Commission in May 2022. These lower-than-market rates are specific to public agencies and apply to work directly for EBDA. Hours associated with the Cargill project are billed at Meyers Nave's commercial rates, with those costs passed through to Cargill.

Staff recommends the extension of the Meyers Nave contract for another year based on the excellent support that has been provided to EBDA under this contract to date. EBDA benefits from the strength of Eric Casher, EBDA's primary counsel on public contracting and procurement law. In addition, Meyers Nave's regulatory team, led by Greg Newmark, has been providing significant support on the Cargill project. In the past, Meyers Nave's employment law experts, led by Jesse Lad, have also provided helpful support on personnel policy and management issues.

Meyers Nave has historically billed EBDA for approximately 100 hours annually as General Counsel. For the current fiscal year through April 2022, Meyers Nave has billed 60 hours for General Counsel work and 318 hours for the Cargill project. All Cargill-related work is fully reimbursable.