



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

A Joint Powers Public Agency

COMMISSION MEETING AGENDA

Thursday, April 18, 2024

4:00 PM

Oro Loma Sanitary District Boardroom
2655 Grant Avenue, San Lorenzo, CA 94580

This meeting will also be teleconferenced:

Teleconference link: <https://us02web.zoom.us/j/89796898677>

Call-in: 1(669) 900-6833 and enter Webinar ID number: 897 9689 8677

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Public Forum

CONSENT CALENDAR

MOTION

5. Commission Meeting Minutes of March 21, 2024
6. List of Disbursements for March 2024 – See Item No. FM4
7. Treasurer’s Report for March 2024 – See Item No. FM5

REGULAR CALENDAR

INFORMATION

8. General Manager’s Report
(The General Manager will report on EBDA issues.)

INFORMATION

9. Report from the Managers Advisory Committee
(The General Manager will report on Managers Advisory Committee activities.)

INFORMATION

10. Report from the Financial Management Committee
(The General Manager will report on the meeting.)

INFORMATION

11. Report from the Operations & Maintenance Committee
(The Operations & Maintenance and General Managers will report on the meeting.)

INFORMATION

12. Report from the Personnel Committee
(The General Manager will report on the meeting.)

INFORMATION

13. Items from the Commission and Staff
(The Commission and staff may address items of general interest.)

14. Adjournment

Agenda Explanation
East Bay Dischargers Authority
Commission Agenda
April 18, 2024

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 Administration Manager at the EBDA office at (510) 278-5910 or 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>.

**Next Scheduled Commission meeting is
Thursday, May 16, 2024 at 4:00 pm**

GLOSSARY OF ACRONYMS

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

GLOSSARY OF ACRONYMS

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

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 March 21, 2024
- Item No. 6 List of Disbursements for March 2024 – See Item No. FM4
- Item No. 7 Treasurer’s Report for March 2024 – See Item No. FM5

Recommendation

Approve Consent Calendar

ITEM NO. 5 COMMISSION MEETING MINUTES OF MARCH 21, 2024

1. Call to Order

Chair Lathi called the meeting to order at 4:00 P.M. on Thursday, March 21, 2024 at the Oro Loma Sanitary District, 2655 Grant Avenue, San Lorenzo, CA 94580.

2. Pledge of Allegiance

3. Roll Call

Present:	Angela Andrews	City of Hayward
	Fred Simon	Oro Loma Sanitary District
	Ralph Johnson	Castro Valley Sanitary District
	Bryan Azevedo	City of San Leandro
	Anjali Lathi	Union 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
	Alex Ameri	City of Hayward
	David Donovan	City of Hayward
	Hayes Morehouse	City of San Leandro
	Paul Eldredge	Union Sanitary District

4. Public Forum

No members of the public were present.

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

5. Commission Meeting Minutes of February 15, 2024

6. List of Disbursements for February 2024

7. Treasurer's Report for February 2024

8. Second Quarter Expense Summary, Fiscal Year 2023/2024

Commissioner Andrews moved to approve the Consent Calendar. The motion was seconded by Commissioner Johnson and carried with the following roll call vote:

Ayes:	Andrews, Simon, Johnson, Azevedo, Lathi
Noes:	None
Absent:	None
Abstain:	None

REGULAR CALENDAR

Commissioner Andrews requested Items No. 12, 14, 15, and 17 be taken out of order. With no further discussion, the Chair proceeded to take the items out of order.

12. Motion Authorizing the General Manager to Execute Amendment No. 1 to the Professional Services Agreement with Pacific EcoRisk for Effluent Toxicity Testing in the Amount of \$10,020, for a Total Not to Exceed Amount of \$129,639

Commissioner Andrews moved to approve the item. The motion was seconded by Commissioner Simon and carried with the following roll call vote:

Ayes: Andrews, Simon, Johnson, Azevedo, Lathi
Noes: None
Absent: None
Abstain: None

14. Motion Authorizing the General Manager to Execute an Agreement with Redwood Public Law LLP for General Counsel Services

Commissioner Simon moved to approve the item. The motion was seconded by Commissioner Johnson and carried with the following roll call vote:

Ayes: Andrews, Simon, Johnson, Azevedo, Lathi
Noes: None
Absent: None
Abstain: None

15. Motion Authorizing the General Manager to Approve an Engagement of Legal Services with Meyers Nave for Specialized Legal Services

Commissioner Johnson moved to approve the item. The motion was seconded by Commissioner Azevedo and carried with the following roll call vote:

Ayes: Andrews, Simon, Johnson, Azevedo, Lathi
Noes: None
Absent: None
Abstain: None

17. Motion Approving Revisions to Rules of the Commission

Commissioner Andrews moved to approve the item. The motion was seconded by Commissioner Simon and carried with the following roll call vote:

Ayes: Andrews, Simon, Johnson, Azevedo, Lathi
Noes: None
Absent: None
Abstain: None

9. General Manager's Report

The General Manager (GM) reminded Commissioners that Form 700 filings are due on April 2. EBDA, in coordination with BACWA, hosted tours for local news reporters at the Oro Loma/Castro Valley Wastewater Treatment Plant to showcase how wastewater agencies proactively manage nutrient discharges to the Bay. An additional tour was conducted of the plant and the horizontal levee demonstration project for staff from EPA Region IX, at their request. The GM thanked Oro Loma Sanitary District staff for their assistance with the tours. Lastly, the GM discussed her participation on a panel at the WateReuse Symposium in Denver, Colorado.

10. Report from the Managers Advisory Committee

The GM deferred discussion to specific agenda items.

11. Report from the Regulatory Affairs Committee

The GM reported on the March 18, 2024, meeting of the Regulatory Affairs Committee. The GM reviewed BACWA's summary of the recent BACWA/SFEI PFAS study and discussed CASA-sponsored legislation, SB 903 (Skinner), which would ban non-essential use of added PFAS in products. The GM provided an update on the nutrients watershed permit negotiations.

13. Report from the Financial Management Committee

The GM reported on the March 20, 2024, meeting of the Financial Management Committee. The Committee reviewed the FY 2024/2025 budget considerations and the proposed legal services agreements.

16. Report from the Operations and Maintenance Committee

The Operations and Maintenance (O&M) Manager reported on the March 19, 2024 meeting. The O&M Manager provided project updates on the Hayward Effluent Pump Station (HEPS) Pump Replacement Project and the Oro Loma Effluent Pump Station (OLEPS) Automatic Transfer Switch Upgrade. The O&M Manager also reviewed the benefits realized with the Total Residual Chlorine effluent limit implementation. The GM provided an update on the Cargill project agreement negotiations.

18. Items from Commission and Staff

Commissioner Azevedo announced his appointment to the BCDC Bay Adapt Local Electeds Regional Task Force.

19. Adjournment

Chair Lathi adjourned the meeting at 4:52 pm.

ITEM NO. 8 GENERAL MANAGER'S REPORT

The General Manager will discuss items of interest to EBDA.

ITEM NO. 9 REPORT FROM THE MANAGERS ADVISORY COMMITTEE

**MANAGERS ADVISORY COMMITTEE
AGENDA**

**Monday, April 1, 2024
2:00 pm**

Via Zoom

- 1. Wet Weather Info Sharing**
- 2. Nutrients Watershed Permit Negotiation**
- 3. Draft FY 2024/2025 Budget**
- 4. EBDA Commission Agenda**
- 5. Managers Information Sharing**
- 6. Date for In-person Gathering**

THIS PAGE INTENTIONALLY LEFT BLANK



ITEM NO. 10

FINANCIAL MANAGEMENT COMMITTEE AGENDA

Wednesday, April 17, 2024

8:00 AM

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

Committee Members: Simon (Chair); Andrews

- FM1. Call to Order**
- FM2. Roll Call**
- FM3. Public Forum**
- FM4. Disbursements for March 2024**
(The Committee will review the Lists of Disbursements.)
- FM5. Treasurer's Report for March 2024**
(The Committee will review the Treasurer's Report.)
- FM6. CalPERS Pension Fund Status Update**
(The Committee will review the status of the Authority's pension plan.)
- FM7. CERBT Fund Status Update**
(The Committee will review the status of the Authority's OPEB trust.)
- FM8. Draft Budget Review**
(The Committee will discuss the draft FY 2024/2025 Budget.)
- FM9. 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 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.

Agenda Explanation
East Bay Dischargers Authority
Financial Management Committee
April 17, 2024

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>.

**Next Scheduled Financial Management Committee is
Wednesday, May 15, 2024 at 8:00 am**

ITEM NO. FM4 DISBURSEMENTS FOR MARCH 2024

Disbursements for the month of March totaled \$481,734.44.

Reviewed and Approved by:

Fred Simon, Chair Date
Financial Management Committee

Jacqueline T. Zipkin Date
Treasurer

EAST BAY DISCHARGERS AUTHORITY
List of Disbursements
March 2024

Check #	Payment Date	Invoice #	Vendor Name	Description	Invoice Amount	Disbursement Amount
26426	03/29/2024	3023071	REGIONAL MONITORING PROGRAM C/O SFEI	SEMI-ANNUAL PARTICIPANT FEE - 2023 BUDGET	158,925.50	158,925.50
26427	03/29/2024	003062	UNION SANITARY DISTRICT	UEPS & FORCE MAIN O&M AND PG&E - JAN	40,753.02	40,753.02
26416	03/15/2024	003060	UNION SANITARY DISTRICT	UEPS & FORCE MAIN O&M AND PG&E - DEC	29,009.61	29,009.61
26404	03/15/2024	395380	CITY OF SAN LEANDRO	MDF O&M - JAN	23,615.55	23,615.55
26401	03/15/2024	56001	CALCON	OLEPS INSTALL OF ADDITIONAL HYPO LINE	7,802.77	16,972.80
26401	03/15/2024	56047-1	CALCON	HEPS POND 3 VALVE ACTUATOR UPGRADE	3,220.77	
26401	03/15/2024	56021	CALCON	MDF ANALYZER UPGRADE & DRAIN LINE REPAIR	3,078.86	
26401	03/15/2024	56022	CALCON	HEPS INSTALL INTRUDER ALARM KEYPAD & PLC PROGRAMMING	1,280.20	
26401	03/15/2024	56057	CALCON	MDF ELECTRICAL UPGRADE NEW MAIN BREAKER	970.20	
26401	03/15/2024	55982	CALCON	MDF AUTOMATION UPGRADE NEW REPORTS	620.00	
26411	03/15/2024	6916	ORO LOMA SANITARY DISTRICT	OLEPS O&M - JAN	11,409.43	11,409.43
26423	03/29/2024	30468	FOSTER & FOSTER	OPEB ACTUARIAL SERVICES, 6/30/2023	8,500.00	8,500.00
26425	03/29/2024	16434	REGIONAL GOVERNMENT SERVICES	MANAGEMENT AND ADMINISTRATIVE SERVICES	8,279.28	8,279.28
26412	03/15/2024	19602	PACIFIC ECORISK	NPDES TOXICITY TESTING	5,921.00	5,921.00
26415	03/15/2024	4246-0445-5568-7627	U.S. BANK	PURCHASING CARD EXPENSES	5,660.30	5,660.30
26417	03/29/2024	3/15/2024	AZYURA	WATERBITS LICENSING AND SMR/EDMR REPORT SERVICES	5,000.00	5,000.00
26422	03/29/2024	194315	ENVIRONMENTAL SCIENCE ASSOCIATES	FIRST MILE PROJECT WORK ORDER NO. 3	4,879.00	4,879.00
26410	03/15/2024	FM 4A	NATE KAUFFMAN	FIRST MILE PROJECT	3,500.00	3,500.00
26409	03/15/2024	214546	MEYERS NAVE	LEGAL SERVICES - JAN	2,593.46	2,940.66
26409	03/15/2024	215021	MEYERS NAVE	LEGAL SERVICES - BRINE PROJECT	347.20	
26400	03/15/2024	T166742	BAY AREA AIR QUALITY MGMT DISTRICT	OLEPS PERMIT TO OPERATE	2,520.00	2,520.00
26418	03/29/2024	0324-24	BEECHER ENGINEERING, INC	ELECTRICAL ENGINEERING SERVICES	2,310.00	2,310.00
26413	03/15/2024	SW240195407	PETERSON POWER SYSTEMS	MDF GENERATOR SERVICE	2,296.62	2,296.62
26424	03/29/2024	041906	PUMP REPAIR SERVICE	HEPS PUMP #2 MOTOR REPAIR	2,010.00	2,010.00
26399	03/15/2024	2578871	ALLIANT INSURANCE	PUBLIC OFFICIAL BOND - CIN	875.00	1,750.00
26399	03/15/2024	2583573	ALLIANT INSURANCE	PUBLIC OFFICIAL BOND - ZIPKIN	875.00	
26403	03/15/2024	52205709	CITY OF HAYWARD	EMPLOYEE BENEFIT PROGRAMS - MAR	1,370.66	1,370.66
26406	03/15/2024	751563	CORRPRO COMPANIES, INC	FORCE MAIN BI-ANNUAL CATHODIC PROTECTION SYSTEM SURVEY	1,350.00	1,350.00
26402	03/15/2024	8426	CAYUGA INFORMATION SYSTEMS	IT SERVICES	1,155.00	1,155.00
26419	03/29/2024	717715	CALTEST	LAB TESTING SERVICES - FEB	1,046.36	1,046.36
26408	03/15/2024	10113	MBC CUSTODIAL SERVICES INC	JANITORIAL SERVICES - FEB	130.00	260.00
26408	03/15/2024	10076	MBC CUSTODIAL SERVICES INC	JANITORIAL SERVICES - JAN	130.00	
26407	03/15/2024	10110000001	EBMUD	MDF WATER & SEWER SERVICE	226.92	226.92
26420	03/29/2024	4029348	CALTRONICS	COPIER USAGE AND MAINTENANCE 2/18/24-3/17/24	153.03	153.03
26405	03/15/2024	55604	COMPUTER COURAGE	WEBSITE HOSTING	150.00	150.00

EAST BAY DISCHARGERS AUTHORITY
List of Disbursements
March 2024

Check #	Payment Date	Invoice #	Vendor Name	Description	Invoice Amount	Disbursement Amount
26414	03/15/2024	CERT NO. 9610	STATE WATER RESOURCES CONTROL BOARD	WASTEWATER OPERATOR CERTIFICATION PROGRAM, H. CIN	150.00	150.00
26421	03/29/2024	44777800001	EBMUD	ADMIN WATER SERVICE	65.40	65.40
					342,180.14	342,180.14
				ELECTRONIC PAYMENTS		
	03/04/2024	5105948980-0	PG&E	GAS & ELECTRIC SERVICE	62,809.46	62,809.46
	03/04/2024	100000017457875	CALPERS	HEALTH PREMIUMS - MAR	8,249.51	8,249.51
	03/04/2024	100000017417153	CALPERS	PENSION CONTRIBUTION, CLASSIC 2/16 - 29/2024	5,710.87	5,710.87
	03/21/2024	100000017454717	CALPERS	PENSION CONTRIBUTION, CLASSIC 3/01 - 15/2024	5,710.87	5,710.87
	03/04/2024	6472584	MISSION SQUARE	DEFERRED COMPENSATION 2/29/2024	2,106.70	2,106.70
	03/21/2024	6518418	MISSION SQUARE	DEFERRED COMPENSATION 3/15/2024	2,106.70	2,106.70
	03/19/2024	1001649291	STATE COMPENSATION INS CO	WORKERS COMPENSATION INSURANCE PREMIUM	878.00	878.00
	03/14/2024	51048304397166	AT&T	MDF TELEPHONE SERVICE	277.92	277.92
	03/05/2024	2403256684	INTERMEDIA.NET INC	EMAIL EXCHANGE HOSTING	121.87	121.87
				TOTAL ELECTRONIC PAYMENTS	87,971.90	87,971.90
				PAYROLL		
	03/28/2024		ADP, LLC	PAYROLL PERIOD: 03/16-31/2024	27,452.24	27,452.24
	03/14/2024		ADP, LLC	PAYROLL PERIOD: 03/01-15/2024	23,940.24	23,940.24
	03/08/2024	240308	ADP, LLC	PAYROLL FEES, 2/16-29/2024	102.06	102.06
	03/22/2024	240322	ADP, LLC	PAYROLL FEES, 3/01-15/2024	87.86	87.86
				TOTAL PAYROLL	51,582.40	51,582.40
				TOTAL DISBURSEMENTS	481,734.44	481,734.44

ITEM NO. FM5 TREASURER'S REPORT FOR MARCH 2024

The cash balance as of March 31, 2024 is \$4,610,812.11. EBDA's LAIF balance is \$1,285,144.77, and the average monthly effective yield for March is 4.232%. EBDA's CAMP balance is \$1,547,292.16, and CAMP's 7-day yield is 5.47%.

Approval is recommended.

EAST BAY DISCHARGERS AUTHORITY

TREASURER'S REPORT

March 2024

FUND	FUND DESCRIPTION	BEGINNING CASH BALANCE	DEBITS (INCREASE)	CREDITS (DECREASE)	ENDING CASH BALANCE
12	OPERATIONS & MAINTENANCE	\$ 1,804,697.50	\$ 315,085.94	\$ 304,028.36	\$ 1,815,755.08
13	PLANNING & SPECIAL STUDIES	442,380.28	64,191.64	168,984.50	337,587.42
14	RECLAMATION O & M (SKYWEST)	75,243.17	0.00	271.36	74,971.81
15	BRINE ACCEPTANCE	150,501.18	-8,868.98	347.20	141,285.00
31	RENEWAL & REPLACEMENT	2,242,598.65	6,717.17	8,103.02	2,241,212.80
TOTALS		\$ 4,715,420.78	\$ 377,125.77	\$ 481,734.44	\$ 4,610,812.11

Feb-24

4/2/2024

SUPPLEMENTAL TREASURER'S REPORT

DATE	TRANSACTION	RECEIPT	DISBURSEMENT CHECKING	DISBURSEMENT PAYROLL	PAYROLL TRANSFER	LAIF	CAMP	WELLS FARGO CHECKING BALANCE	WELLS FARGO PAYROLL BALANCE	LAIF BALANCE	CAMP BALANCE	TOTAL CASH
02/29/24	BALANCE							1,841,861.65	47,839.37	1,285,144.77	1,540,574.99	4,715,420.78
03/01/24	DIVIDENDS	6,717.17						1,841,861.65	47,839.37	1,285,144.77	1,547,292.16	4,722,137.95
03/04/24	DEPOSIT - CITY OF HAYWARD	370,408.60					6,717.17	2,212,270.25	47,839.37	1,285,144.77	1,547,292.16	5,092,546.55
03/04/24	ELECTRONIC BILL PAY		2,106.70					2,210,163.55	47,839.37	1,285,144.77	1,547,292.16	5,090,439.85
03/04/24	ELECTRONIC BILL PAY		5,710.87					2,204,452.68	47,839.37	1,285,144.77	1,547,292.16	5,084,728.98
03/04/24	ELECTRONIC BILL PAY		8,249.51					2,196,203.17	47,839.37	1,285,144.77	1,547,292.16	5,076,479.47
03/04/24	ELECTRONIC BILL PAY		62,809.46					2,133,393.71	47,839.37	1,285,144.77	1,547,292.16	5,013,670.01
03/05/24	ELECTRONIC BILL PAY		121.87					2,133,271.84	47,839.37	1,285,144.77	1,547,292.16	5,013,548.14
03/08/24	PAYROLL FEES			102.06				2,133,271.84	47,737.31	1,285,144.77	1,547,292.16	5,013,446.08
03/14/24	PAYROLL			23,940.24				2,133,271.84	23,797.07	1,285,144.77	1,547,292.16	4,989,505.84
03/14/24	ELECTRONIC BILL PAY		277.92					2,132,993.92	23,797.07	1,285,144.77	1,547,292.16	4,989,227.92
03/15/24	DISBURSEMENT		110,258.55					2,022,735.37	23,797.07	1,285,144.77	1,547,292.16	4,878,969.37
03/19/24	ELECTRONIC BILL PAY		878.00					2,021,857.37	23,797.07	1,285,144.77	1,547,292.16	4,878,091.37
03/21/24	ELECTRONIC BILL PAY		2,106.70					2,019,750.67	23,797.07	1,285,144.77	1,547,292.16	4,875,984.67
03/21/24	ELECTRONIC BILL PAY		5,710.87					2,014,039.80	23,797.07	1,285,144.77	1,547,292.16	4,870,273.80
03/22/24	PAYROLL FEES			87.86				2,014,039.80	23,709.21	1,285,144.77	1,547,292.16	4,870,185.94
03/26/24	PAYROLL TRANSFER				50,000.00			1,964,039.80	73,709.21	1,285,144.77	1,547,292.16	4,870,185.94
03/28/24	PAYROLL			27,452.24				1,964,039.80	46,256.97	1,285,144.77	1,547,292.16	4,842,733.70
03/29/24	DISBURSEMENT		231,921.59					1,732,118.21	46,256.97	1,285,144.77	1,547,292.16	4,610,812.11

TOTAL	377,125.77	430,152.04	51,582.40	50,000.00	-	6,717.17						
CURRENT BALANCE								1,732,118.21	46,256.97	1,285,144.77	1,547,292.16	4,610,812.11

Reconciliation - 03/31/2024

① Bank Statement Balance	\$ 1,971,576.50
Less: Outstanding Checks	239,458.29
	\$ 1,732,118.21
② Payroll Bank Statement	\$ 46,256.97
③ LAIF Statement	\$ 1,285,144.77
④ CAMP Statement	\$ 1,554,473.64
Less: Accrual Income Dividend	7,181.48
	\$ 1,547,292.16

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 CALPERS PENSION FUND STATUS UPDATE

Recommendation

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

Strategic Plan Linkage

3. **Financial:** Develop financial strategies and practice sound fiscal management to ensure wise use of ratepayers’ resources.

Background

The Authority participates in the California Public Employees’ Retirement System (CalPERS) for its pension benefits. In 2019, the Authority adopted Other Post-Employment Benefit (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 Exercise of Powers Agreement (JPA), with the intention of reaching these targets. The Additional Discretionary Payment (ADP) made to the Authority’s pension fund in 2020 was \$645,000. This report provides information on the current status of the Authority’s pension fund.

Discussion

As noted above, the 2020 payment was calculated based on reaching a target of 95% funded. June 30, 2022 represents the most recent formal valuation; EBDA’s CalPERS actuary has provided projected values for June 30, 2024, assuming a 5.0% rate of return.

	Actuarial Valuation as of June 30, 2022	Projected Funded Status as of June 30, 2024
Rate of Return	6.8%	5.0%
Accrued Liability	\$ 5,223,027	5,750,000
Plan’s Market Value of Assets	\$ 4,568,194	4,907,000
Unfunded Accrued Liability (UAL)	\$ 654,833	843,000
Funded Ratio	87.5%	85.3%

Because rates of return are quite volatile at the moment, staff does not recommend making an additional discretionary payment this year. As of March 2024, the year-to-date rate of return was 7.8%, so EBDA’s funded ratio may actually be higher than what’s shown above.

In FY 2023/2024, EBDA’s plan was surplus-funded, so EBDA did not have an annual minimum required contribution. EBDA’s required Employer Unfunded Accrued Liability (UAL) Contribution Amount for FY 2024/2025 is \$21,253. The FY 2024/2025 Employer Normal Cost is 14.13%. EBDA does not subsidize employee contributions.

Though most of the Authority's retirees and staff are CalPERS' "Classic" Plan members, EBDA also now has a PEPRA (Public Employees' Pension Reform Act) pension fund. As of June 30, 2022, the unfunded accrued liability (UAL) for that fund was \$210 and the funded ratio was 89.1%.

ITEM NO. FM7 CERBT FUND STATUS UPDATE

Recommendation

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

Strategic Plan Linkage

- 3. **Financial:** Develop financial strategies and practice sound fiscal management to ensure wise use of ratepayers’ resources.

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 current funded status of the Authority’s CERBT Fund for OPEB liabilities.

Discussion

The financial status of the Authority’s CERBT fund as of June 30, 2023, is summarized below.

CERBT Account Summary as of June 30, 2023	
Accrued Actuarial Liability	\$691,704
Accumulated assets in the CERBT fund	\$686,189
Net OPEB Liability	\$5,515
Funded Ratio	99%
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 in the table, based on the Authority's most recent actuarial valuation, the Authority's funded ratio is 99%, which exceeds the target.

For the past three years, the Authority has taken disbursements from the CERBT account to reimburse the Authority for retiree medical payments, including subsidized premiums. Given the Authority's overfunded status, staff recommends requesting a disbursement again this year. The projected amount is \$68,405.

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. Staff will continue to monitor and report on the funding status each year and recommend to the Commission disbursement and/or contribution amounts required to approach the funding target.

ITEM NO. FM8 DRAFT BUDGET REVIEW

Recommendation

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

Strategic Plan Linkage

3. **Financial:** Develop financial strategies and practice sound fiscal management to ensure wise use of ratepayers' resources.
 - b. Proactively manage expenditures to stay within adopted 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.

Driving factors and considerations for the Fiscal Year (FY) 2024/2025 budget were discussed with the Financial Management Committee in March 2024.

Discussion

The Draft FY 2024/2025 Budget is presented in the following format:

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

Outside revenues and carryovers from prior budget cycles are shown in a separate column to more accurately represent the portion of the budget that the Member Agencies and LAVWMA will be responsible for. This includes revenues associated with EPA grants for Nature Based Solutions, the Skywest water recycling project, and the Cargill brine project.

Staff expects the FY 2024/2025 to be very similar to the FY 2023/2024 budget total, with a current projection of a 0.5% increase. Staff notes the following:

- Consistent with the Draft Compensation Plan in Item No. P5, staff is assuming a 2.6% cost of living adjustment for salaries. Overall, salary and benefits costs are expected to increase by approximately 9%. This is due to the fact that medical benefits are projected to increase by up to 12%. This figure will be adjusted in the draft budget prior to adoption if additional information becomes available. In addition, EBDA was not required to make an unfunded accrued liability contribution

to the Authority's pension plan in FY 2023/2024 but will be making a \$21,000 payment next fiscal year.

- The State Water Resources Control Board is currently expecting to increase National Pollutant Discharge Elimination System (NPDES) Permit Fees by 2%. This is significantly less than the 8.8% and 11.8% increases implemented in the past two years. The SWRCB continues refining their fee schedule each year until August, and fee increases could go up or down in that time. Staff is assuming the 2% for now and will keep the Commission apprised of changes.
- While chemicals costs continue to rise on a unit cost basis, staff is proposing a significant decrease in EBDA's chemical budget due to implementation of the new effluent limit for chlorine residual. The budget for sodium bisulfite for dechlorination is being lowered from \$350,000 in FY 2023/2024 to \$60,000 in FY2024/2025. This decrease in chemical cost will offset the increases to benefits costs noted above, as well as other expected increases.
- As in previous years, PG&E costs are expected to increase. Staff has assumed an overall budgetary increase in electrical costs of 4%.
- At the recommendation of the MAC, staff has added \$100,000 to the NPDES Permit Issues budget to provide flexibility in responding to the Nutrient Watershed Permit. While staff is hopeful that negotiation prior to adoption will result in a workable permit, budgeting funds will provide flexibility for retaining technical and/or legal support in the event that EBDA decides to appeal the permit.
- Staff is not recommending any new EBDA-led Special Studies at this time. Funds previously allocated for a Biosolids Feasibility Study are once again being carried over in case a specific need or opportunity is identified.
- Staff expects to continue efforts associated with the Cargill project in FY 2024/2025, including potentially performing additional CEQA analysis on the new proposed pipeline route. This project will continue to be shown as part of a separate brine fund that recognizes the revenue associated with Cargill's complete reimbursement of EBDA's expenditures.
- A new pass-through cost has been added to fund a CASA-led effort to estimate air toxic emissions from wastewater treatment plants. As of January 1, 2022, the California Air Resources Board (CARB) requires wastewater agencies treating 5 MGD or more to perform a study to determine if there are emissions of air toxics in addition to those already reported. CARB agreed the wastewater sector could work as a group to reduce the overall costs to the sector, reduce the burden on source test specialists and laboratories, and reduce the burden on regulatory staff. The statewide study is estimated to cost up to \$10 million spread over the next 3-4 years, to be shared by sector participants. The expected outcome is a shortlist

of air toxics the sector must start monitoring and reporting beginning in 2028. CASA has developed a cost allocation mechanism based on average flows. The MAC recommended that EBDA and LAVWMA members' contributions be made through the Authority to reduce administration costs. This new item is shown in Fund 13 and totals \$80,797 across the agencies.

In summary, decreases associated with chemical savings are expected to offset both cost increases, as well as two new line items – nutrient permit response and the statewide air toxics study.

ESTIMATED ANNUAL BILLS TO THE EBDA MEMBER AGENCIES FOR FISCAL YEAR 2024/2025

	Agency Allocations					
	San Leandro	Oro Loma	CVSan	Hayward	USD	LAVWMA
Special Study Rate	13.0%	18.0%	6.0%	30.0%	33.0%	varies
Variable Rate	9.5%	17.2%	7.3%	22.0%	43.9%	19.3%
Variable Rate - MAs w/o CSL	-	19.0%	8.1%	24.4%	48.5%	20.9%
Fixed Rate	13.7%	19.1%	10.3%	14.7%	42.1%	26.1%
Fixed Rate - MAs w/o CSL	-	22.2%	11.9%	17.1%	48.8%	-
RRF	varies	22.2%	11.9%	17.1%	48.8%	varies
Regional Monitoring Program	6.2%	10.8%	4.6%	30.9%	28.1%	19.4%
Nutrient Surcharge	8.1%	5.5%	2.8%	16.9%	46.4%	20.3%
NPDES	7.1%	12.1%	6.5%	17.2%	30.6%	26.6%
Alternative Monitoring and Reporting	16.7%	10.8%	5.8%	16.7%	16.7%	33.3%

	SAN LEANDRO	ORO LOMA	CVSAN	HAYWARD	USD	LAVWMA	REVENUES AND CARRYOVERS	MEMBER TOTAL	AGENCY TOTAL	GRAND TOTAL
O&M										
O&M Fixed Charges w/San Leandro	\$ 196,244	\$ 273,370	\$ 147,112	\$ 210,241	\$ 601,301	\$ 504,435		\$ 1,428,267	\$ 1,932,703	\$ 1,932,703
O&M Fixed Charges w/o San Leandro	-	12,038	6,453	9,272	26,461	9,414		54,223	63,637	63,637
O&M Variable Charges w/San Leandro	51,056	92,099	39,189	117,910	234,673	146,073		534,927	681,000	681,000
O&M Variable Charges w/o San Leandro	-	259,807	110,552	332,621	662,003	130,017		1,364,983	1,495,000	1,495,000
Total O&M	\$ 247,300	\$ 637,313	\$ 303,306	\$ 670,044	\$ 1,524,437	\$ 789,939	\$ -	\$ 3,382,400	\$ 4,172,340	\$ 4,172,340
Last year	\$ 266,132	\$ 601,263	\$ 313,905	\$ 725,614	\$ 1,693,707	\$ 765,959	\$ -	\$ 3,600,620	\$ 4,366,579	\$ 4,366,579
Special Projects										
NPDES Permit Fee	56,958	97,428	52,461	138,647	247,316	215,090		592,809	807,899	807,899
Regional Monitoring Program	18,197	31,842	13,516	90,804	82,416	57,003		236,775	293,778	293,778
Nutrient Surcharge	21,968	15,006	7,503	45,636	125,573	54,922		215,686	270,608	270,608
Alternative Monitoring and Reporting	5,601	3,641	1,961	5,601	5,601	11,203		33,609	33,609	33,609
Water Research Foundation	2,720	4,906	2,088	6,281	12,500	-		28,494	28,494	28,494
EPA Grant for Nature-based Solutions	-	-	-	-	-	-	200,000		-	200,000
Biosolids Feasibility Study	-	-	-	-	-	-	100,000		-	100,000
Air Toxics Study	6,030	10,873	3,624	13,047	27,580	19,643		61,154	80,797	80,797
Special Studies Fee	130	180	60	300	330	-		1,000	1,000	1,000
Total Special Projects	\$ 111,604	\$ 163,875	\$ 81,212	\$ 300,315	\$ 501,317	\$ 357,861	\$ 300,000	\$ 1,169,527	\$ 1,516,184	\$ 1,816,184
Last Year	\$ 107,521	\$ 119,134	\$ 62,545	\$ 258,659	\$ 412,464	\$ 332,582	\$ 200,000	\$ 960,323	\$ 1,292,905	\$ 1,492,905
Total Operating Budget								\$ 4,551,927	\$ 5,688,524	\$ 5,988,524
Last Year								\$ 4,560,943	\$ 5,659,484	\$ 5,859,484
Programs with Other Funding										
Skywest							36,000	-	-	36,000
Mixed Sea Salt Brine (Cargill)							200,000	-	-	200,000
Total							\$ 236,000	\$ -	\$ -	\$ 236,000
Last Year							\$ 536,000	\$ -	\$ -	\$ 536,000
Renewal and Replacement Fund										
RRF Contribution		166,500	89,250	128,250	366,000	-		750,000	750,000	750,000
Total RRF	\$ -	\$ 166,500	\$ 89,250	\$ 128,250	\$ 366,000	\$ -	\$ -	\$ 750,000	\$ 750,000	\$ 750,000
Last Year		\$ 166,500	\$ 89,250	\$ 128,250	\$ 366,000	\$ -	\$ -	\$ 750,000	\$ 750,000	\$ 750,000
Grand Total for FY 2024/2025	\$ 358,904	\$ 967,688	\$ 473,768	\$ 1,098,610	\$ 2,391,754	\$ 1,147,800	\$ 536,000	\$ 5,301,927	\$ 6,438,524	\$ 6,974,524
Grand Total FY 2023/2024	\$ 373,652	\$ 886,897	\$ 465,700	\$ 1,112,523	\$ 2,472,171	\$ 1,098,541	\$ 736,000	\$ 5,310,943	\$ 6,409,484	\$ 7,145,484

FISCAL YEAR 2024/2025 BUDGET BY FUND

FUND NO	PROGRAM DESCRIPTION	EBDA'S TOTAL PROPOSED BUDGET FY 2024/2025	OUTSIDE REVENUES and CARRYOVER FY 2024/2025	AGENCY-FOCUSED BUDGET INFORMATION				Explanations for Changes Over 10%
				AGENCY REVENUES for FY 2024/2025	AGENCY REVENUES for FY 2023/2024	PERCENTAGE CHANGE from FY 23/24 to FY 24/25	DOLLAR CHANGE from FY 23/24 to FY 24/25	
12	O&M EFFLUENT DISPOSAL							
12 06	General Administration	\$ 1,573,346	\$ -	\$ 1,573,346	\$ 1,487,812	5.4%	\$ 85,534	
12 10	Outfall & Force mains	\$ 220,000	\$ -	\$ 220,000	\$ 269,800	-22.6%	\$ (49,800)	FY 23/24 budget was conservative to cover staffing transition.
12 14	Marina Dechlor Facility	\$ 323,000	\$ -	\$ 323,000	\$ 614,100	-90.1%	\$ (291,100)	Significant decrease in sodium bisulfite (SBS) cost due to implementation of chlorine residual limit change.
12 16	Oro Loma Pump Station	\$ 640,000	\$ -	\$ 640,000	\$ 613,000	4.2%	\$ 27,000	
12 18	Hayward Pump Station	\$ 191,000	\$ -	\$ 191,000	\$ 186,000	2.6%	\$ 5,000	
12 20	Union Pump Station	\$ 465,000	\$ -	\$ 465,000	\$ 466,000	-0.2%	\$ (1,000)	
12 21	Bay & Effluent Monitoring	\$ 759,994	\$ -	\$ 759,994	\$ 729,867	4.0%	\$ 30,127	
	TOTAL FUND # 12	\$ 4,172,340	\$ -	\$ 4,172,340	\$ 4,366,579	-4.7%	\$ (194,239)	
13	SPECIAL PROJECTS							
13 36	NPDES Permit Fees	\$ 707,899	\$ -	\$ 707,899	\$ 693,023.0	2.1%	\$ 14,875.94	
13 37	NPDES Permit Issues	\$ 100,000	\$ -	\$ 100,000	\$ -	100.0%	\$ 100,000.00	Placeholder for nutrients permit response.
13 48	Regional Monitoring Program	\$ 293,778	\$ -	\$ 293,778	\$ 293,760.0	0.0%	\$ 17.63	
13 49	Nutrient Surcharge	\$ 270,608	\$ -	\$ 270,608	\$ 240,143.0	11.3%	\$ 30,465.00	Decrease in subsidy from BACWA reserves.
13 46	Alternative Monitoring & Reporting	\$ 33,609	\$ -	\$ 33,609	\$ 32,313.6	3.9%	\$ 1,295.30	
13 53	Water Research Foundation	\$ 28,494	\$ -	\$ 28,494	\$ 27,665.0	2.9%	\$ 828.92	
13 77	Nature-Based Solutions	\$ 200,000	\$ 200,000	\$ -	\$ -	0.0%	\$ -	
13 78	Biosolids Feasibility Study	\$ 100,000	\$ 100,000	\$ -	\$ -	0.0%	\$ -	Funds collected in prior period.
13 79	Solar Feasibility Study	\$ -	\$ -	\$ -	\$ 5,000.0	-100.0%	\$ (5,000.00)	Study complete.
13 82	Bruce Wolfe Memorial	\$ 1,000	\$ -	\$ 1,000	\$ 1,000.0	0.0%	\$ -	
13 XX	Air Toxics Pooled Emissions Study	\$ 80,797	\$ -	\$ 80,797	\$ -	100.0%	\$ 80,797.12	New study required by regulation.
	TOTAL FUND # 13	\$ 1,816,184	\$ 300,000	\$ 1,516,184	\$ 1,292,905	14.7%	\$ 223,280	
	TOTAL OPERATING BUDGET	\$ 5,988,524	\$ 300,000	\$ 5,688,524	\$ 5,659,484	0.5%	\$ 29,041	
31	Contribution to R&R Fund	750,000	-	750,000	750,000	0.0%	-	
	TOTAL AGENCY FUNDING	\$ 6,738,524	\$ 300,000	\$ 6,438,524	\$ 6,409,484	0.5%	\$ 29,041	
14	WATER RECYCLING							
14 80	Skywest	36,000	36,000	-	-	0.0%	-	
	TOTAL FUND # 14	\$ 36,000	\$ 36,000	\$ -	\$ -	0.0%	\$ -	
15	BRINE ACCEPTANCE							
15 68	Mixed Sea Salt Brine (Cargill)	200,000	200,000	-	-	0.0%	-	
15 83	Zone 7 Brine (DSRSD)	-	-	-	-	0.0%	-	
	TOTAL FUND # 15	\$ 200,000	\$ 200,000	\$ -	\$ -	0.0%	\$ (200,000)	
	TOTAL EXPENDITURES	\$ 6,974,524	\$ 536,000	\$ 6,438,524	\$ 6,409,484	0.45%	\$ 29,041	

FISCAL YEAR 2024/2025 BUDGET BY ACCOUNT

ACCOUNT NUMBER	ACCOUNT TITLE	EBDA'S TOTAL PROPOSED BUDGET FY 2024/2025	OUTSIDE REVENUES and CARRYOVER FY 2024/2025	AGENCY-FOCUSED BUDGET INFORMATION				Explanations for Changes over 10%
				AGENCY REVENUES for FY 2024/2025	AGENCY REVENUES for FY 2023/2024	PERCENTAGE CHANGE from FY 23/24 to FY 24/25	DOLLAR CHANGE from FY 23/24 to FY 24/25	
4010	Salary	\$ 684,820	-	\$ 684,820	\$ 663,595	3.1%	\$ 21,225	
4020	Benefits	\$ 315,100	-	\$ 315,100	\$ 257,217	18.4%	\$ 57,883	Increase in medical premiums.
4030	Commissioner Compensation	\$ 45,000	-	\$ 45,000	\$ 45,000	0.0%	\$ -	
4070	Insurance	\$ 88,000	5,000	\$ 83,000	\$ 70,900	14.6%	\$ 12,100	Premiums expected to increase, per industry trends.
4080	Memberships & Subscriptions	\$ 170,528	-	\$ 170,528	\$ 166,472	2.4%	\$ 4,056	
4100	Supplies, Fixed	\$ 14,000	-	\$ 14,000	\$ 23,000	-64.3%	\$ (9,000)	Lowered to better reflect recent actual expenditures.
4100	Supplies, Variable	\$ 400,000	-	\$ 400,000	\$ 670,000	-67.5%	\$ (270,000)	Significant decrease in sodium bisulfite (SBS) cost due to implementation of chlorine residual limit change.
4110	Contract Services	\$ 78,898	8,000	\$ 70,898	\$ 60,841	14.2%	\$ 10,057	Increases in software costs.
4120	Professional Services	\$ 1,057,797	500,000	\$ 557,797	\$ 398,831	28.5%	\$ 158,966	New air toxics study required by regulation, added placeholder for response to nutrients permit.
4140	Rents & Fees	\$ 984,787	-	\$ 984,787	\$ 939,446	4.6%	\$ 45,341	
4141	NPDES Fines	\$ 9,000	-	\$ 9,000	\$ 9,000	0.0%	\$ -	
4150	Maintenance & Repair	\$ 897,000	17,000	\$ 880,000	\$ 920,100	-4.6%	\$ (40,100)	
4160	Monitoring	\$ 564,595	5,000	\$ 559,595	\$ 553,282	1.1%	\$ 6,313	
4170	Travel & Training	\$ 18,000	-	\$ 18,000	\$ 18,000	0.0%	\$ -	
4191	Utility, Variable (PG&E)	897,000	1,000	\$ 896,000	\$ 863,800	3.6%	\$ 32,200	
SUBTOTAL ALL ACCOUNTS		\$ 6,224,524	\$ 536,000	\$ 5,688,524	\$ 5,659,484	0.5%	\$ 29,041	
CONTRIBUTION TO R&R FUND		\$ 750,000		\$ 750,000	\$ 750,000	0.0%	\$ -	
TOTAL EXPENDITURES		\$ 6,974,524		\$ 6,438,524	\$ 6,409,484	0.5%	\$ 29,041	



ITEM NO. 11

OPERATIONS & MAINTENANCE COMMITTEE AGENDA

Tuesday, April 16, 2024

2:00 PM

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

**This meeting will be teleconferenced from the following location:
Guest Parking Area Located on Ocaso Camino, West of and Closest to the
Intersection of Paseo Padre Parkway**

**Teleconference link: <https://us02web.zoom.us/j/88293365682>
Call-in: 1(669) 900-6833 and enter Webinar ID number: 882 9336 5682**

Committee Members: Johnson (Chair); Lathi

OM1. Call to Order

OM2. Roll Call

OM3. Public Forum

OM4. EBDA Permit Compliance

(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. NPDES Inspection of Marina Dechlorination Facility

(The Committee will review the Regional Water Board's Inspection Report.)

OM7. Solar Energy Study Results

(The Committee will discuss the results of this recent study.)

OM8. 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
O&M Agenda
April 16, 2024

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

**Next Scheduled Operations and Maintenance Committee is
Tuesday, May 14, 2024, at 2:00 pm**

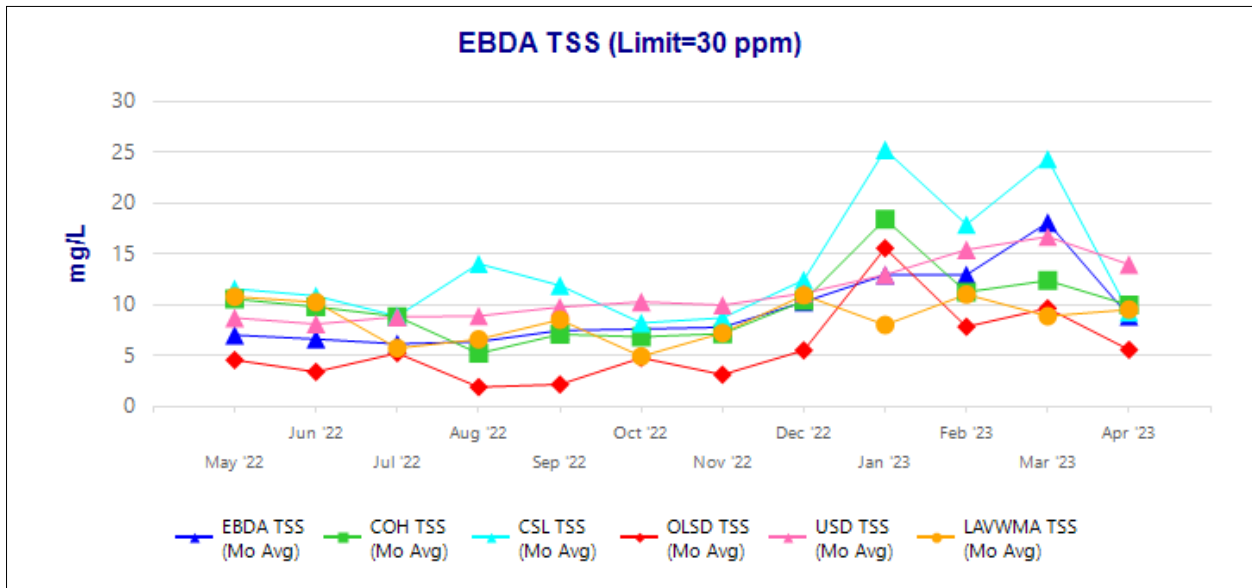
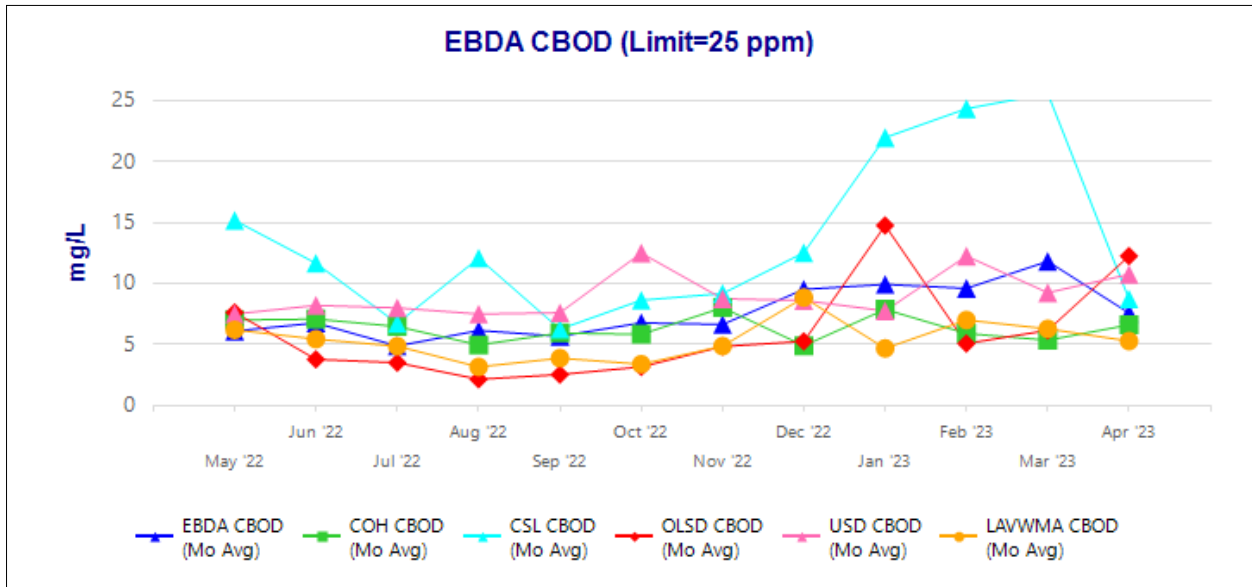
ITEM NO. OM4 EBDA PERMIT COMPLIANCE

Recommendation

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

Discussion

EBDA and its members continued our NPDES compliance in February, and preliminary March data indicates compliance as well. Member Agency CBOD and TSS performance are shown below. A table with bacterial indicators follows.



EBDA Bacterial Indicators

Date	FECAL	ENTERO
	MPN/ 100mL	MPN/ 100mL
Limit (90th Percentile)	1100	1100
Limit (Geomean)	500	280
April 2023 Geomean	10	7
May 2023 Geomean	15	122
June 2023 Geomean	8	83
July 2023 Geomean	7	18
August 2023 Geomean	17	5
September 2023 Geomean	47	4
October 2023 Geomean	18	3
November 2023 Geomean	8	8
December 2023 Geomean	7	5
January 2024 Geomean	12	4
2/5/2024	8	13
2/6/2024	< 2	6
2/7/2024	NA	22
2/12/2024	33	20
2/13/2024	7	130
2/14/2024	NA	24
2/19/2024	2	4
2/20/2024	17	6
2/26/2024	13	13
2/27/2024	7	15
February 2024 Geomean	8	15
3/4/2024	4	2
3/5/2024	13	4
3/11/2024	2	10
3/12/2024	2	163
3/13/2024	NA	2
3/18/2024	13	10
3/19/2024	8	4
3/20/2024	NA	6
3/25/2024	33	8
3/26/2024	2	4
March 2024 Geomean	6	7

ITEM NO. OM5 STATUS REPORT

Union Effluent Pump Station (UEPS)

No change; all equipment is operational.

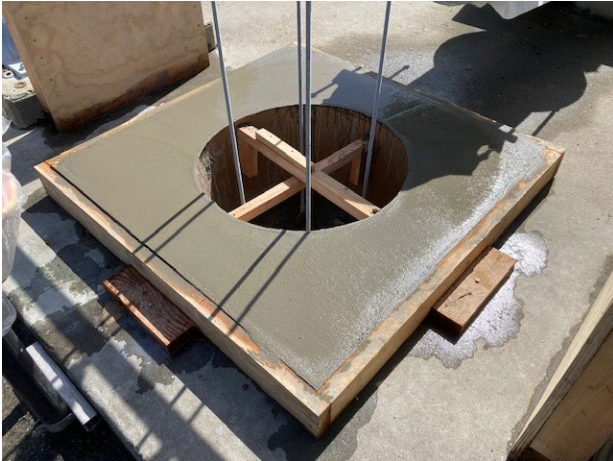
Hayward Effluent Pump Station (HEPS)

Effluent Pump Replacement Project

During the last week of March, DW Nicholson (DWN), the new concrete subcontractor for Pump Repair Service (PRS), started work on the new concrete base for Effluent Pump No. 4. This work involved demolishing the old concrete pump base, installing new rebar, and pouring the new concrete pump base. Once the concrete cures, DWN will core holes through the new pump base and into the pump station deck to install new threaded rod pump anchors. The new pump anchors should be installed during the last week of April, followed by the installation of the new Effluent Pump No. 4. Once the new pump is installed, it will be put in service and tested for several weeks before work is started on the next pump.



New Pump Base Rebar



New Concrete Pump Base

Pond 3 Valve Actuator Replacement

As part of the FY 2022/2023 RRF project list, EBDA agreed to split the cost of a new Pond 3 valve actuator with the City of Hayward. The actuator is the property of the City of Hayward, but replacing it will benefit both the City and EBDA. The current actuator does not have a feedback loop, so the information displayed on SCADA is limited. During wet weather storm events, having better information on SCADA will greatly improve EBDA operations. The ability to automatically divert flow to Pond 3 will save EBDA the cost of pumping the flow to Pond 7, which requires using the HEPS pumps. The ability to automatically divert flow to Pond 3 will also save the City the cost of adding sodium hypochlorite to the diverted flow. This project also includes the programming necessary

to add the valve operations to SCADA. The new valve actuator was delivered in late 2023, and EBDA is coordinating the installation with City of Hayward staff. Calcon, EBDA's contract electrical and instrumentation contractor, has already begun work on the project, including procuring the radios and the Programmable Logic Controller (PLC) that will communicate with and control the new valve actuator. Once City staff has installed the new actuator, Calcon will complete work on the controls.

Oro Loma Effluent Pump Station (OLEPS)

Automatic Transfer Switch Upgrade

Todd Beecher, EBDA's contract electrical engineer, has commenced the design of two new automatic transfer switches (ATs) at OLEPS. The two new ATs will improve reliability of the pump station in the event of a power outage. If PG&E power fails, the OLEPS emergency generator is the primary source of backup power. Currently, if the emergency generator fails to start, operators can manually switch to the secondary source of backup power from OLSD. The installation of two new ATs will allow the switch from primary to secondary backup to occur automatically. This AT work is being completed as part of Phase Two of the OLEPS Electrical Upgrades. Replacement of the breakers and refurbishment of the Main Switchboard was completed in Phase One of the OLEPS Electrical Upgrades last year.

Generator Repair

On March 21, during preventative maintenance activities at OLEPS, the emergency generator failed to start. As referenced in the section above, power from OLSD was manually transferred and became the primary source of OLEPS backup power. OLSD staff staged one of their portable generators at OLEPS to be used as a secondary source of backup power until the OLEPS generator could be repaired. EBDA staff contacted Scot Campbell with Bay Power to repair the generator. Mr. Campbell has performed this type of work in the past for EBDA and OLSD and is very familiar with the OLEPS generator. Unfortunately, Mr. Campbell is not local and was not available to immediately assist. EBDA staff then contacted Peterson Caterpillar, the company with which EBDA has a purchase order to perform routine and major preventative maintenance on diesel engines. On March 22, a Peterson Caterpillar repair technician worked on the generator's control panel and was able to get it to start; however, it was still only starting intermittently. On March 28, Mr. Campbell was in the Bay Area and available to troubleshoot the issue with the OLEPS generator. He determined that the fuel pump relay was not functioning properly and replaced it with a new, modern-style relay. The OLEPS generator is now functional and back to being the primary source of OLEPS backup power.

Skywest Pump Station

Recycled Water Production

During the month of March 2024, the Skywest Recycled Water System did not produce any recycled water.

Marina Dechlorination Facility (MDF)

Total Residual Chlorine (TRC) Effluent Limit Implementation

As discussed previously, EBDA’s new NPDES permit effluent limit for TRC, which took effect on January 1, 2024, is a one-hour average of 0.98 mg/L. On January 2, 2024, EBDA turned off its continuous feed of sodium bisulfite (SBS). The SBS savings at MDF have already been substantial. Below is the SBS usage before and after the new TRC effluent limit implementation on January 2, 2024:

Timeframe	Gallons of SBS Used
December 2023	10,912
January 1-2, 2024	484
New Limit Implemented	
January 3-31, 2024	1,176
February 2024	1,229
March 2024	688

In FY 2023/2024 Quarter 2 (October – December 2023), EBDA spent \$68,448 on SBS. In FY 2023/2024 Quarter 3 (January – March 2024), EBDA did not purchase any SBS.

Analyzer Upgrade Project

A previous RRF project list included \$75,000 to replace the chlorine and sodium bisulfite (SBS) analyzers at MDF. With the new TRC effluent limit pending at the time, the purchase of new analyzers was postponed. Now that the new TRC effluent limit has been implemented, staff is in the process of selecting and purchasing a new chlorine analyzer. The new analyzer will be installed in the location previously occupied by the SBS analyzer, which is no longer necessary now that EBDA does not discharge excess SBS. Once operational, the new chlorine analyzer will be used as a backup to the two existing online analyzers (one that measures influent chlorine residual and one that measures effluent chlorine residual). When the first new analyzer is operational for a period of time and demonstrates its reliability, staff will evaluate the purchase of additional new chlorine analyzers.

Force Main

No change; all equipment is operational.

Operations Center

No change; all equipment is operational.

Miscellaneous Items

Underground Service Alerts

EBDA received thirteen (13) Underground Service Alert (USA) tickets during the month of March 2024. Seven required an Electronic Positive Response (EPR), and of the seven, three required calls/emails to the excavators.

Wet Weather

During the month of March 2024, there were no significant rain events that required the operation of an OLEPS diesel pump, and there were no capacity exceedance events.

Total rainfall for the month of March 2024 (in inches) was as follows:

Oakland	Hayward	Livermore
2.80	2.80	2.84

Noteworthy daily rainfall for the month of March 2024 (in inches) was as follows:

Date	Oakland	Hayward	Livermore
3/01/2024	0.47	0.58	0.53
3/02/2024	0.35	0.18	0.47
3/03/2024	0.39	0.20	0.30
3/22/2024	0.34	0.60	0.30
3/23/2024	0.23	0.31	0.55
3/29/2024	0.49	0.47	0.18

Special Projects

Cargill Brine Project

As discussed at previous Commission Meetings, following certification of the Final Environmental Impact Report (EIR) for the proposed project, Cargill informed EBDA staff that they have made the decision to re-evaluate the “Bayside” pipeline route. Cargill is continuing to refine the route and expects it to be very similar to the Bayside alternative outlined in the EIR. Cargill has held several meetings with landowners along the new proposed route in recent weeks, including East Bay Regional Park District, City of Hayward, and California Department of Fish and Wildlife, City of San Leandro, and Alameda County Flood and Water Conservation District. Cargill is also investigating an alternative that would upgrade and repurpose a former Shell pipeline.

Cargill’s preliminary schedule shows revised CEQA analysis in 2025, and construction beginning sometime between 2027 and 2029 depending on permitting, with operation commencing between 2031 and 2033. Cargill has requested that EBDA consider an interim Project Approval Agreement between the parties that would allow Cargill to begin construction on elements of the project that do not directly affect EBDA, such as reconfiguration of intakes and pond structures at Cargill’s Newark salt facility. Staff is

currently working with Meyers Nave to review and revise a draft agreement and expects to bring it to the Commission for consideration in the coming months. The Project Approval Agreement would be superseded by the final Operating Agreement, once negotiated.

Advanced Quantitative Precipitation Information (AQPI) Project

The regional AQPI project continues to move forward with a goal of improving prediction of rainfall events in the Bay Area. Following a series of delays, the East Bay radar was installed at [Rocky Ridge](#) in Las Trampas Regional Wilderness Park in December 2022. Data from the Rocky Ridge site finally became available in early December 2023, and can be viewed and downloaded from the AQPI [website](#). Program Management of AQPI is shifting from Colorado State University to the Center for Western Weather and Water Extremes (CW3E) at Scripps Institution of Oceanography, UC San Diego. CW3E will be developing an updated website and data management tools, which they expect to make available before the 2024-2025 wet season. Staff will be planning a site visit to Rocky Ridge for interested Commissioners and other parties in the coming months.

ITEM NO. OM6 NPDES INSPECTION OF MARINA DECHLORINATION FACILITY

Recommendation

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

Background

Regional Water Quality Control Board (Water Board) staff conducts periodic inspections of permitted facilities including EBDA's Marina Dechlorination Facility (MDF). Inspections are generally performed every other year. The prior inspection at MDF was in 2022.

Discussion

Water Board staff conducted an inspection at MDF on February 8, 2024. The inspection included a walkthrough of the facility and a review of EBDA's recent and planned facility upgrades. In particular, staff showcased new operating protocols implemented in January when EBDA's new effluent limit for total residual chlorine took effect. Water Board staff also reviewed documentation, including EBDA's Emergency Operating Contingency Plan, O&M Manuals, flow meter calibration records, and auxiliary power check logs.

Water Board staff was very complimentary regarding EBDA's operation and compliance record. The complete Inspection Report is attached.

NPDES Compliance Evaluation Inspection (CEI) Report

Facility Name and Location			Entry Date	Entry Time
Marina Dechlorination Facility at EBDA Joint Outfall 14150 Monarch Bay Drive San Leandro, CA 94577			02/08/2024	9:00 AM
			Permit Effective Date	Permit Expiration Date
			09/01/2022	08/31/2027
Mailing Address	Same as facility location?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	Notified?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
East Bay Dischargers Authority 2651 Grant Avenue San Lorenzo, CA 9458			If no, rationale:	
CIWQS Inspection ID	54481691	Receiving Water Name	Lower San Francisco Bay	
NPDES Permit Number	CA0037869	County	Alameda	
Order Numbers	R2-2022-0023	Plant Classification	POTW	
Types of Discharge	Major	CIWQS Place ID	222123	
Names and Titles of Onsite Representatives				
Name	Title	Phone	Email	
Jacqueline Zipkin	General Manager	510-278-5910	jzipkin@ebda.org	
Howard Cin	Operations and Maintenance (O&M) Manager	510-362-2501	hcin@ebda.org	
Angelica Berumen	Laboratory Supervisor	510-577-6042	aberumen@sanleandro.org	
Name and Title of Responsible Official				
Name	Jacqueline Zipkin			
Title	General Manager			
Phone	510-278-5910			
Email	jzipkin@ebda.org			
Does responsible official match permit-based contact information on file?			Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Does grade level comply with plant classification?			Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Inspector Information		Presented Credentials?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Organization Name	San Francisco Bay Regional Water Quality Control Board			
Title	Natie Lee			
Phone	(510) 622-2325			
Email	Natie.Lee@waterboards.ca.gov			
Organization Name	San Francisco Bay Regional Water Quality Control Board			
Title	Marcos De la Cruz			
Phone	(510) 622-2365			
Email	Marcos.Delacruz@waterboards.ca.gov			
Organization Name	San Francisco Bay Regional Water Quality Control Board			
Title	D'Andre (DJ) Alejandro			
Phone	(510) 622-2308			
Email	Dandre.Alejandro@waterboards.ca.gov			

I. PRE-INSPECTION PERMIT REVIEW

		Yes	No	N/A
Is the facility as described in the permit?		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Has the Water Board been notified of any process/production modifications?		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Was a permit reissuance application submitted to the Water Board on time?		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Was the permit modified prior to any facility or discharge changes?		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Discharge Points				
001 – Lower San Francisco Bay (EBDA Common Outfall)				
Facility Class				
Chief Plant Operator	Howard Cin	Grade	III	
Current ADWF	57 MGD (Jun 1 – Aug 31, 2023)			
Permitted ADWF	107.8 MGD			
Peak Design Flow	189.1 MGD			
		Yes	No	N/A
Are current loads less than 80% of design loads?		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
If no, does annual report describe timing of next plant expansion?		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Permitting concerns that might affect inspection process				

II. PRE-INSPECTION MONITORING REPORT REVIEW

Summary of effluent limit violations since last inspection			
Constituent	No. of Violations	Corrective Action Reported	No action reported
-	-	No violations occurred since the last inspection (6/07/2022)	<input type="checkbox"/>
			<input type="checkbox"/>
			<input type="checkbox"/>
Summary of receiving water violations since last inspection			
Parameter	No. of Violations	No action reported	
Dissolved oxygen	None	<input type="checkbox"/>	
Turbidity	None	<input type="checkbox"/>	
pH	None	<input type="checkbox"/>	
Temperature	None	<input type="checkbox"/>	
Aesthetic issues (e.g., excessive algae, bottom deposits, etc.)	None	<input type="checkbox"/>	
Corrective Actions Reported			
Not applicable.			
Monitoring and Reporting Program violations since last inspection			
	Yes	No	N/A
Responsible person signs and certifies the DMRs and/or SMRs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Discharger monitors at frequency required by permit	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
All data collected are summarized	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Coliform concentrations are calculated as required by permit (median, mean, etc.)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Detection limits are reported	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
“Less than” and estimated values are properly carried through the calculations	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Flow measurement period used for load calculations brackets sampling period	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Loading rates are properly calculated	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Data reported in time frame and frequency required by permit	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Have any spills/bypasses been reported to the Regional Board?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Dates and times of spills/bypasses			
EBDA has not had any spills or bypasses that reached waters of the State since the Water Board’s last inspection on June 7, 2022.			

III. RECORDS AND REPORTS REVIEW

	Required onsite?		Available onsite?			Not Inspected	Comments
	Yes	No	Yes	No	N/A		
Current NPDES permit	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Permit modifications	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Permit amendments	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	See note below.
Compliance orders	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Monitoring and reporting program	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Standard provisions	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Industrial pretreatment program	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Maintenance records and logbook	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Plant operation and maintenance manual	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	See note below.
Equipment manuals	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Plant engineering drawings	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Collection system drawings	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Maintenance records	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Spill and bypass records	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Pollution prevention plan	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Contingency Plan	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	See note below.
Spill prevention control and countermeasure (SPCC) plan	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	See note below.
Operational logs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Auxiliary power check logs	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Notes							
<p><u>Permit Amendment</u> EBDA staff were aware of Order R2-2023-0023, effective January 1, 2024, which amended its NPDES permit with an updated total residual chlorine limit.</p> <p><u>Operations and Maintenance (O&M) Manual</u> EBDA shared a portion of its O&M manual, which was a comprehensive, digital, and interactive interface for joint-use facilities, such as the Oro Loma Effluent Pump Station. The manual included pictures of equipment and step-by-step instructions for operations. EBDA last reviewed and revised the O&M Manual in January 2024 to include a revised Chlorine Process Control Plan for the Marina Dechlorination Facility.</p> <p><u>Contingency Plan</u> EBDA has an Emergency Operating Contingency Plan coordinating actions to be taken between the Marina Dechlorination Facility, EBDA member agency treatment plants, LAVWMA facilities, and joint-use facilities. The plan included emergency contacts and addressed all seven elements required under the Regional Standard Provisions (Attachment G) section I.C.1 as they pertained to the EBDA system. EBDA last reviewed the Contingency Plan in January 2024.</p>							

Spill Prevention Control and Countermeasure (SPCC) Plan

According to the General Manager, the Facility is not required to maintain an SPCC Plan because it does not store, use, consume, or distribute oil above several exemption thresholds described in 40 C.F.R. section 112.1(d) (Oil Pollution Prevention – Generally Applicability). The Facility only holds and consumes sodium bisulfite.

IV. OPERATIONS AND MAINTENANCE REVIEW

		Yes	No	N/A	Not Inspected
Were all records and reports required by permit organized and available?		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Was influent flow meter calibration available onsite?		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Date of last calibration	December 21, 2023 (Marina Dechlorination Facility)				
Calibration performed by...	Calcon Systems				
Was effluent flow meter calibration available onsite?		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Date of last calibration	December 21, 2023 (Marina Dechlorination Facility)				
Calibration performed by...	Calcon Systems				
Were flow measurement records maintained for past 3 years?		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is a maintenance management program in place?		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Number of open work orders	2 (corrective maintenance only)				
Oldest date of open work order	January 10, 2024				
Are entries to the operational logs made in pen?		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Were all operational log entry modifications made with suitable cause?		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Were reported spills and bypasses recorded in operational logs?		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Is the facility staffing requirement described in O&M manual?		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Is the facility staffed in accordance with O&M manual?		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Were there auxiliary power check logs?		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Air Board permit number	Not inspected				

Notes

Calibration Records

The flow meters for the Hayward Effluent Pump Station, San Leandro Effluent Pump Station, Oro Loma Effluent Pump Station, Union Effluent Pump Station, and Marina Dechlorination Facility are calibrated annually.

Work Orders

Work orders for the Facility are sent to the City of San Leandro Water Pollution Control Plant for action by San Leandro staff, who perform maintenance on EBDA’s behalf. At the time of the inspection, the Facility had two outstanding work orders. The oldest open work order was for the replacement of the motor of one of the Facility’s injector pumps. According to the O&M Manager in a follow-up call, the motor was making loud noises, and EBDA has ordered a new motor to replace it. The O&M Manager also stated the injector pump would be kept in back-up position until replacement, but loud noises aside, the pump could still be operated as usual.

Staffing

The Facility is staffed four hours a day for three days a week. Operations are controlled and monitored via a SCADA system. The SCADA system is equipped with an alarm system in the event of equipment malfunction, and a call system is in place to notify operators on their mobile phones.

V. MONITORING RECORDS REVIEW

		Yes	No	N/A	Not Inspected
Are monitoring records and laboratory reports retained for 5 years?		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are data reported on DMRs/SMRs consistent with analytical results?		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is the onsite laboratory ELAP certified?		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Certification Number	2281*				
Expiration Date	11/30/2025				
Parameters measured onsite				N/A	Not Inspected
				<input type="checkbox"/>	<input checked="" type="checkbox"/>
Total Residual Chlorine Sodium bisulfite Temperature Dissolved Oxygen pH					
Additional parameters used for internal monitoring and process control				<input type="checkbox"/>	<input checked="" type="checkbox"/>
Constituents analyzed with hand-held equipment				<input type="checkbox"/>	<input checked="" type="checkbox"/>
		Most recent calibration date		Standard expiration date	
Monitoring and Records Review Notes					
*The City of San Leandro Water Pollution Control Plant laboratory staff analyzes EBDA's combined effluent for pH, dissolved oxygen, and bacteria (enterococcus and fecal coliform).					
EBDA's contract laboratory, Caltest Analytical Laboratory, analyzes the combined effluent for priority pollutant metals and organics, and subcontracts analyses for PCBs, dioxins, and furans to other certified labs. Pacific Eco-Risk Laboratory analyzes the combined effluent for acute and chronic toxicity.					

VI. MONITORING REPORT REVIEW

	Yes	No	N/A	Not Inspected
Are loading calculations prepared correctly?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Are contract laboratory records and chains of custody available?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Do sampling and analytical records include:				
a. Dates, times, and locations of sampling	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Names of individuals performing sampling	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. Analytical methods	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d. Results of analyses	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
e. Dates of analyses	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
f. Times of analyses, as necessary to verify holding times	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
g. Analysts names or initials	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
h. Instantaneous flow at grab sample locations, if required	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
MONITORING PROCEDURES				
Are adequate equipment and procedures used for onsite analyses?				
pH	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Dissolved oxygen	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Temperature	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Turbidity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
UV transmittance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Other <input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Is refrigeration satisfactory?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are grab samples collected during representative discharge conditions?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do monitoring locations appear to be appropriate?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do composite sampling procedures comply with the permit?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are automatic samplers properly cleaned and maintained?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Are samples adequately preserved?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Are sample containers appropriate for the samples collected?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Are samples collected using appropriate protocols?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Are coliform samples collected directly into sterile containers?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Does coliform sampling occur after the last introduction of wastes?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Is the number of discharge points as described in the permit?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are the locations of the discharge outfalls as described in the permit?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is the name of the receiving water as described in the permit?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is site free of any evidence of spills or bypasses?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do the sampling and monitoring appear representative of the discharge?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are groundwater monitoring wells capped and locked?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Notes				
Within the Facility's control and sampling room was a four-faucet sink that produced four different streams to sample from: (1) chlorinated influent north of the Facility (effluent from City of San Leandro); (2) chlorinated influent south of the Facility (combined effluent from Oro Loma Sanitary District, City of Hayward, Union Sanitary District, and the Livermore-Amador Valley Water Management Agency); (3) Total combined influent;				

and (4) Total combined dechlorinated effluent. The O&M Manager explained that the separate sample streams help EBDA track where certain pollutants may be coming from.

VII. FINAL EFFLUENT AND RECEIVING WATER MONITORING

		Yes	No	Not Inspected
APPEARANCE OF FINAL EFFLUENT				
Condition during the inspection				
Clear (not cloudy)		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Colorless		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Free of sheen		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Free of scum		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Free of foam		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other		<input type="checkbox"/>	<input type="checkbox"/>	
Notes				
			Upstream condition is similar	Not Inspected
APPEARANCE OF RECEIVING WATER		Yes	No	
Condition during the inspection				
Free of distinctly visible plume		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Free of foam and sheen		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Free of snails		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Free of erosion at the discharge point		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Free of bottom deposits		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Free of filamentous algae growth		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Free of microbial layers on aquatic plants		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Other		<input type="checkbox"/>	<input type="checkbox"/>	
Notes				
The receiving water near the discharge point could not be observed because the effluent was discharged through the deepwater outfall about seven miles offshore from the Marina Dechlorination Facility.				

VIII. SITE WALK INSPECTION

Weather and site conditions present during time of inspection

The weather was clear. Facility site was walkable without any obstruction or significant hazard.

Treatment Process (described in permit)	Appeared Compliant	Not Present	Non- Operational	Lacking Maintenance	Not Inspected
Wastewater Treatment					
Dechlorination	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Notes

Background

The Facility dechlorinates secondary-treated effluent from the following EBDA member agencies:

- Oro Loma and Castro Valley Sanitary Districts Water Pollution Control Plant
- City of Hayward Water Pollution Control Facility
- City of San Leandro Water Pollution Control Plant
- Union Sanitary District Wastewater Treatment Plant

Additionally, the Facility dechlorinates secondary-treated effluent from the Livermore-Amador Valley Wastewater Management Agency (LAVWMA) pipeline, which includes combined effluent from the Dublin San Ramon Services District Wastewater Treatment Plant and the City of Livermore Water Reclamation Plant.

The effluent from the above facilities (i.e., EBDA’s influent) is received by two converging force mains: one 48 inches in diameter from the City of San Leandro Water Pollution Control Plant (i.e., influent entering the Facility from the north) and one 96 inches in diameter from all other contributing facilities (i.e., influent entering the Facility from the south). Dechlorination occurs through injecting sodium bisulfite into the pipeline after convergence of the force mains. Two 6,000-gallon tanks of sodium bisulfite (previously maintained at 5,500 gallons each when refilled but has since been adjusted to 1,500 gallons each following the adoption of Order R2-2023-0023) supply the dechlorinating agent through a metering pump at proportions dependent on flow and residual chlorine concentration. The Facility has two flow meters and sodium bisulfite is dosed based on total residual chlorine (TRC) analyzer readings (see details below under “Facility Upgrades/Operation Changes”). The Facility maintains three sodium bisulfite metering pumps and one is operated at a time while two are backups. The active pump is regularly rotated to ensure all three are functional.

Observations

The Facility appeared well maintained and free of potential hazards. The O&M Manager and General Manager provided all requested documents prior to the onsite visit and answered all questions. The O&M Manager also provided documents on the day of the inspection showing operations and maintenance records, with entries made each day personnel are on site (at least three days per week).

EBDA used Micro2000 chlorine analyzers to continuously measure total residual chlorine (TRC) in the influent and effluent. EBDA was also continuously monitoring the effluent for sodium bisulfite. The influent and effluent chlorine readings were displayed clearly on screens in the Facility’s control room. At the time of the inspection, the influent chlorine analyzer read 0.52 mg/L and the effluent chlorine analyzer read 0.39 mg/L. The O&M Manager explained that EBDA plans to replace the sodium bisulfite analyzer with a new chlorine analyzer that would run concurrently with the Facility’s existing chlorine analyzers. The O&M Manager stated this would help determine the efficiency of the current analyzers and whether upgrading them would significantly improve the Facility’s monitoring and performance. According to the General Manager in follow-up correspondence, sodium bisulfite monitoring is no longer necessary because, in compliance with Order R2-2023-0023, EBDA plans to always discharge a small amount of chlorine and will not be overdosing sodium bisulfite.

The force mains at the Facility appeared to be in good condition, and all operating pumps appeared to be in working order. The Facility doses its discharge with sodium bisulfite using two inductors that inject sodium bisulfite into the effluent pipeline. The inductors appeared to be in working order. The O&M Manager explained that, in the past, the Facility also dosed its discharge with sodium bisulfite using a chemical mixer called the Water Champ, which provided rapid mixing and diffusion of sodium bisulfite in the effluent pipeline, but the Water Champ was decommissioned due to the impracticality of replacing parts.

EBDA's bacteria sampling location was just prior to where sodium bisulfite was injected into the EBDA pipeline so that operators could collect chlorinated, but representative, samples uninterrupted by bacteria growths in the sampling line.

Sodium bisulfite was stored within secondary containment in a locked building. The O&M Manager explained that the building contains heaters to prevent sodium bisulfite from crystallizing in cold temperatures. The heaters were set to prevent temperatures from dipping below 18 degrees Celsius. Within the sodium bisulfite containment building were three sodium bisulfite pumps, three sodium bisulfite flow meters, and three uninterruptible power supply boxes for the three sodium bisulfite pumps. There is also an uninterruptible power supply to support EBDA's programmable logic controller in the control room in the event of a power outage. The sodium bisulfite pumps were equipped with manual operating procedures. The O&M Manager explained that EBDA replaced the heaters and uninterruptible power supply boxes with new ones in the latter half of 2022.

Facility Upgrades/Operation Changes

Operational Changes due to new Water Quality-Based Chlorine Effluent Limit

With the adoption of Order R2-2023-0023, EBDA's chlorine effluent limit increased from an instantaneous maximum of 0.0 mg/L to an initial dilution-based one-hour arithmetic mean of 0.98 mg/L (to decrease to 0.94 mg/L after EBDA begins accepting Cargill brine). This has dramatically reduced EBDA's reliance on sodium bisulfite. The O&M Manager explained that, prior to this change, EBDA dosed sodium bisulfite at two to three times the necessary amount to ensure compliance with its previous effluent limitation of 0.0 mg/L. The O&M Manager showed graphs of sodium bisulfite consumption at the Facility over several months before and after this change; in December 2022 and January 2023, the Facility used approximately 1000 gallons of sodium bisulfite in a single storm, averaging approximately 335 gallons of sodium bisulfite per day, to meet effluent limit requirements. In comparison, during a similar storm in 2024, the Facility only used 168 gallons of sodium bisulfite. Some days, only 3 gallons of sodium bisulfite were needed. General Manager estimated that this reduction in sodium bisulfite dosing would reduce annual costs by about \$250,000.

The O&M Manager explained that EBDA set a total residual chlorine (TRC) target value of 0.6 mg/L because it is a conservative estimate of an acceptable concentration that would result in 0.0 mg/L TRC at the EBDA Common Outfall. EBDA has set sodium bisulfite to be deployed when TRC is detected at concentrations at or above 0.5 mg/L in its effluent to ensure there is no exceedance of the new effluent limit while also maintaining zero TRC at the EBDA Common Outfall. The O&M Manager explained that EBDA has also implemented a secondary failsafe that adds additional sodium bisulfite if analyzers detect TRC concentrations at or above 0.6 mg/L at the Facility's sampling point. Every 30 seconds, the sodium bisulfite pump would increase by 5 gallons per hour (gph), with a maximum increased value of 30 gph. Once the effluent TRC dropped below 0.5 mg/L for 30 seconds, the sodium bisulfite pump would reduce its speed by 5 gph every 30 seconds until the pump turned off.

The O&M Manager explained that because the sodium bisulfite system was now being used infrequently, EBDA regularly runs exercises to ensure its proper function. Every 8 hours, if the dosing system has not been run in that time, the pump would automatically turn on for 3 minutes, dosing at a rate of about 20-30 gph of sodium bisulfite. The O&M Manager explained that this process was still in a calibration period to determine whether this frequency of maintenance is necessary.

Main Breaker and Automatic Transfer Switch Upgrades

The O&M Manager explained that EBDA waited to replace the Facility's main breaker and automatic transfer switch (for backup power) until after the adoption of Order R2-2023-0023 because replacing them when EBDA had to comply with a chlorine limit of 0.0 mg/L increased the risk of noncompliance with the limit. According to the O&M

Manager, the automatic transfer switch needs replacement not because it is broken but because the display screen is scrambled and difficult to read. The display screen cannot be replaced by itself, so the whole automatic transfer switch must be replaced. The General Manager explained that the main breaker and automatic transfer switch replacement would likely occur in the summer because it will require a PG&E shutdown.

Force Main Adaptation

The General Manager explained that the portion of the converging force mains located at the Facility, which conveys influent and discharges effluent to and from the Facility, is made of steel, despite its concrete exterior. Because EBDA may accept up to 2 MGD of brine from Cargill, and because steel is vulnerable to corrosion caused by brine, EBDA would need to adapt the interior of the force mains to prevent corrosion, which will require EBDA to bypass the force mains. Another option under consideration is to convey brine from Cargill to EBDA by constructing a pipeline along paths near the Bay that would ultimately connect downstream of the Facility to avoid corrosion impacts to EBDA’s force mains. The General Manager explained that this option appeared to be not only feasible but more practical and that EBDA will contact the Regional Water Board for further discussion as the project progresses.

EMERGENCY OPERATION	Yes	No	N/A	Not Inspected
Is available back-up power appropriate for emergency conditions?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are there alarms systems for power and equipment failure?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are treatment control procedures established for emergencies?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Notes

The Facility has a 150-kilowatt backup generator, which can power the entire Facility for 10-12 hours before requiring additional diesel. The Facility was also equipped with an alarm system that will notify personnel present at the Facility, the O&M Manager, EBDA’s operations center, and the City of San Leandro when a power failure occurs. The Air Board allots 20 hours a year to test the generator. According to the General Manager, the generator is tested every 1-2 months for 10-15 minutes at a time.

According to the O&M Manager, during the winter storms on December 31, 2022, through January 2, 2023, the Facility ran the generator for 36 hours straight with no issues. To ensure the generator kept running, EBDA refueled the tank every 6 hours with diesel supplied by the City of San Leandro.

CHEMICALS ONSITE	MSDS Available?		Secondary Containment?		Not Inspected
	Yes	No	Yes	No	
Sodium bisulfite	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is spill clean-up and containment equipment available?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Notes

The Facility was equipped with a chemical spill kit in its storage room.

IX. SITE WALK OPERATION AND MAINTENANCE INSPECTION

	Yes	No	N/A	Not Inspected
Maintenance program appears to be in place and being followed	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lift stations appear properly maintained and have back-up power	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Odors are adequately controlled, including...	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Ponds	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Headworks	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Sludge processing facilities	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Storage appears to control leachate and runoff	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Public access to storage is prevented	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
No safety concerns were observed that might interfere with proper O&M or monitoring	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Flow devices appear to be properly installed and maintained, and operating without interference	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Notes				
<p>The O&M Manager showed an upgraded guard (Figure 13) that blocked the ladder attached to the sodium bisulfite storage building after evidence of people climbing onto the roof during after hours, which provides a nice view of Lower San Francisco Bay. The Facility has a barbed wire fence surrounding it to prevent people from climbing over. All buildings remain locked and inaccessible to the public.</p>				

Photo Log

February 8, 2024

EAST BAY DISCHARGERS AUTHORITY MARINA DECHLORINATION FACILITY

DAILY INFORMATION & CHECKLIST

Operator: <u>KU-YR</u>				
Day/Date: <u>Wed</u> <u>2/7/24</u>		Time: <u>1015</u> HR		
Instantaneous Outfall Flow Rate @ Time Of Sampling: <u>110.4</u> MG				
TOTAL RESIDUAL CHLORINE PPM		24 Hour Average Influent TRC & Effluent Flow		
	Analyzer No.	DPD Analysis	No. 1 Flow Meter	No. 2 Flow Meter
Inf. TRC	<u>0.31</u>	<u>0.33</u>	<u>105.1</u> MG	<u>91.8</u> MG
Eff. TRC	<u>0.30</u>	<u>0.25</u>	Influent TRC <u>0.160</u> PPM	
Eff. TRC			SBS TRIM ADJUST	
			Today	Previous
			<u>1.00</u>	<u>1.00</u>
Total Residual Chlorine Analyzers			SBS Tanks	
Reagent Levels	Analyzer No. 1 TRC	Analyzer No. 2 TRC	Gallons Recd Level Previous	Tank No. 1
pH 4 Buffer	<u>Full</u>	<u>Full</u>		<u>2438</u>
125 Gram KI	<u>Full</u>	<u>Full</u>	Level Today	<u>2450</u>
Adjustments Made	<u>Yes</u>	<u>Yes</u>	Total Gal SBS Used	<u>2300</u>
Y Strainer Cleaned	<u>Yes</u>	<u>Yes</u>	No. of Days	<u>135</u>
				<u>150</u> GPD
Chemical Feed Pumps			Sump Pumps	
Meter Readings Today	Pump No. 1	Pump No. 2	Pump No. 1	Pump No. 2
			<u>17318.4</u>	<u>9633.3</u>
Previous			<u>17318.1</u>	<u>9633.1</u>
Run Time Hrs			<u>0.3</u>	<u>0.2</u>
Sewage Pumps			Sewage Pumps	
Meter Readings Today	Pump No. 1	Pump No. 2	Pump No. 1	Pump No. 2
			<u>3259.8</u>	<u>3582.1</u>
Previous			<u>3259.8</u>	<u>3582.1</u>
Run Time Hrs			<u>18</u>	<u>20.4</u>
Injector Pumps			Dechlor Pumps	
Meter Readings Today	Pump No. 2	Pump No. 3	Pump No. 3	Pump No. 4
	<u>15679.5</u>	<u>15438.1</u>	<u>60538.5</u>	<u>47146.6</u>
Previous	<u>15631.2</u>	<u>15438.4</u>	<u>60490.2</u>	<u>47146.6</u>
Run Time Hrs	<u>46.3</u>	<u>0</u>	<u>483</u>	<u>0</u>
Cleaning & Station Checks Attended To				
			Fire Alarm Panel	<input checked="" type="checkbox"/>
			Valve Box Sump Pump Float Switch	<input checked="" type="checkbox"/>
			Sampler: No. 1	<input checked="" type="checkbox"/>
			Sampler: No. 2	<input checked="" type="checkbox"/>
			Analyzer Sample Supply Line	<input checked="" type="checkbox"/>
			Strainers	<input checked="" type="checkbox"/>
			Injector Pump Suction Line	<input checked="" type="checkbox"/>
			#4 Sample Tap DO	<input checked="" type="checkbox"/>
			DO	<input checked="" type="checkbox"/>
			Temp.	<input checked="" type="checkbox"/>
			DO	<input checked="" type="checkbox"/>
			Temp.	<input checked="" type="checkbox"/>
Remarks: Clean sampler head tank every day: <input checked="" type="checkbox"/> Flush #4 sample line every day: <input checked="" type="checkbox"/>				
Is the bioassay in progress? If so, do not flush or change Q regime.				
Is the bisulfite storage room fan on? <input checked="" type="checkbox"/>				
AV/V Valves Exercised? Main: <input checked="" type="checkbox"/> Meter: <input checked="" type="checkbox"/>				
SBS Pump psi range:				
Injector Pump Vac range: <u>-22</u> - <u>-20</u> Injector Pump psi range: <u>78</u> / <u>76</u>				

[https://sanleandro.sharepoint.com/sites/WPCPStaff/Shared Documents/LABORATORY/LAB_WORKSHEETS/EBDA/EBDA_MASTER_012524](https://sanleandro.sharepoint.com/sites/WPCPStaff/Shared%20Documents/LABORATORY/LAB_WORKSHEETS/EBDA/EBDA_MASTER_012524)

Figure 1. EBDA personnel use a checklist to ensure proper operation and maintenance at the Facility.

**EAST BAY DISCHARGERS AUTHORITY
MARINA DECHLORINATION FACILITY
TOTAL RESIDUAL CHLORINE BENCH SHEET**

ANALYZE TRC GRAB SAMPLES WITHIN 15 MINUTES FROM TIME OF COLLECTION

SINGLE-LINE-STRIKE-THROUGH FOR MISTAKES

DATE	STD #	DCLOR-COLOR-02 Secondary Check Standards	Acceptable Range (mg/L)	ANALYZER #	FAUCET #	Time of Collection	Time of Analysis	Total Residual Chlorine mg/L
2/2/24								
Fri								
FLOW, MGD	STD #1	0.26	0.15 - 0.33		1	1100	1103	0.57
	STD #2	0.67	0.74 - 0.94			1110	1113	0.70
	STD #3	1.66	1.43 - 1.71			1115	1118	0.38
ANALYST				2	4	1145	1148	0.16
2/15/24								
Mon								
FLOW, MGD	STD #1	0.26	0.15 - 0.33		1	0844	0847	0.76
	STD #2	0.88	0.74 - 0.94			0849	0852	0.77
	STD #3	1.67	1.43 - 1.71			0854	0857	0.63
ANALYST				2	4	0858	0901	0.24
2/7/24								
Wed								
FLOW, MGD	STD #1	0.87	0.15 - 0.33		1	0952	0955	0.38
	STD #2	0.66	0.74 - 0.94			1005	1008	0.55
	STD #3	1.66	1.43 - 1.71			1010	1013	0.33
ANALYST				2	4	1015	1018	0.25
DATE								
DAY								
FLOW, MGD	STD #1		0.15 - 0.33		1			
	STD #2		0.74 - 0.94			2		
	STD #3		1.43 - 1.71			1	3	
ANALYST				2	4			

DPD ST#:

TRC: SM4500-Cl-G-2011

Sec. gel standards ST#:

https://sanleandro.sharepoint.com/sites/WPCPStaff/Shared Documents/LABORATORY/LAB_WORKSHEETS/EBDA/EBDA_MASTER_012524

Figure 2. EBDA personnel record internal sample readings each day they are present onsite.



Figure 3. The influent chlorine analyzer read 0.52 mg/L at the time of the inspection.



Figure 4. The effluent chlorine analyzer read 0.39 mg/L at the time of the inspection.



Figure 5. The Facility's storage room contained a spill kit (yellow bag) in the event of a chemical spill.



Figure 6. The Facility's sodium bisulfite storage building contained two 6,000-gallon tanks of sodium bisulfite.



Figure 7. Three sodium bisulfite pumps.



Figure 8. The three sodium bisulfite flow meters.



Figure 9. The three uninterruptible power supply boxes support the Facility’s programmable logic controller during a power outage. EBDA last replaced these in September 2022. According to the O&M Manager, the power supply boxes are replaced every four years.

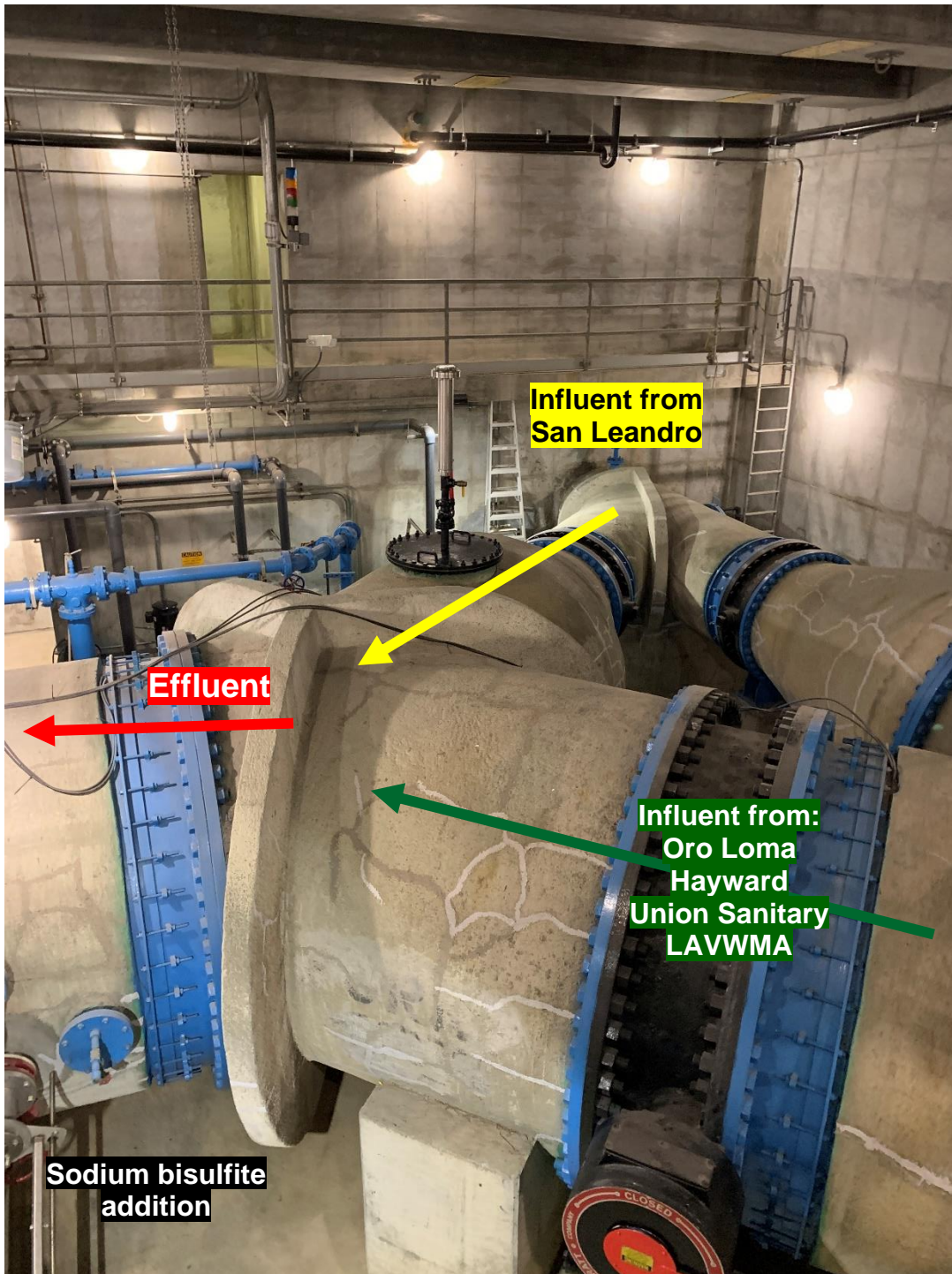


Figure 10. Influent from EBDA member agencies and LAVWMA is pumped to the Facility through converging force mains. Sodium bisulfite is injected into the converged influent.



Figure 11. Sodium bisulfite is injected into effluent pipeline by two inductors immediately following the convergence of the two influent force mains. The decommissioned chemical mixer, or Water Champ, used to be EBDA's primary method of dechlorinating its effluent.

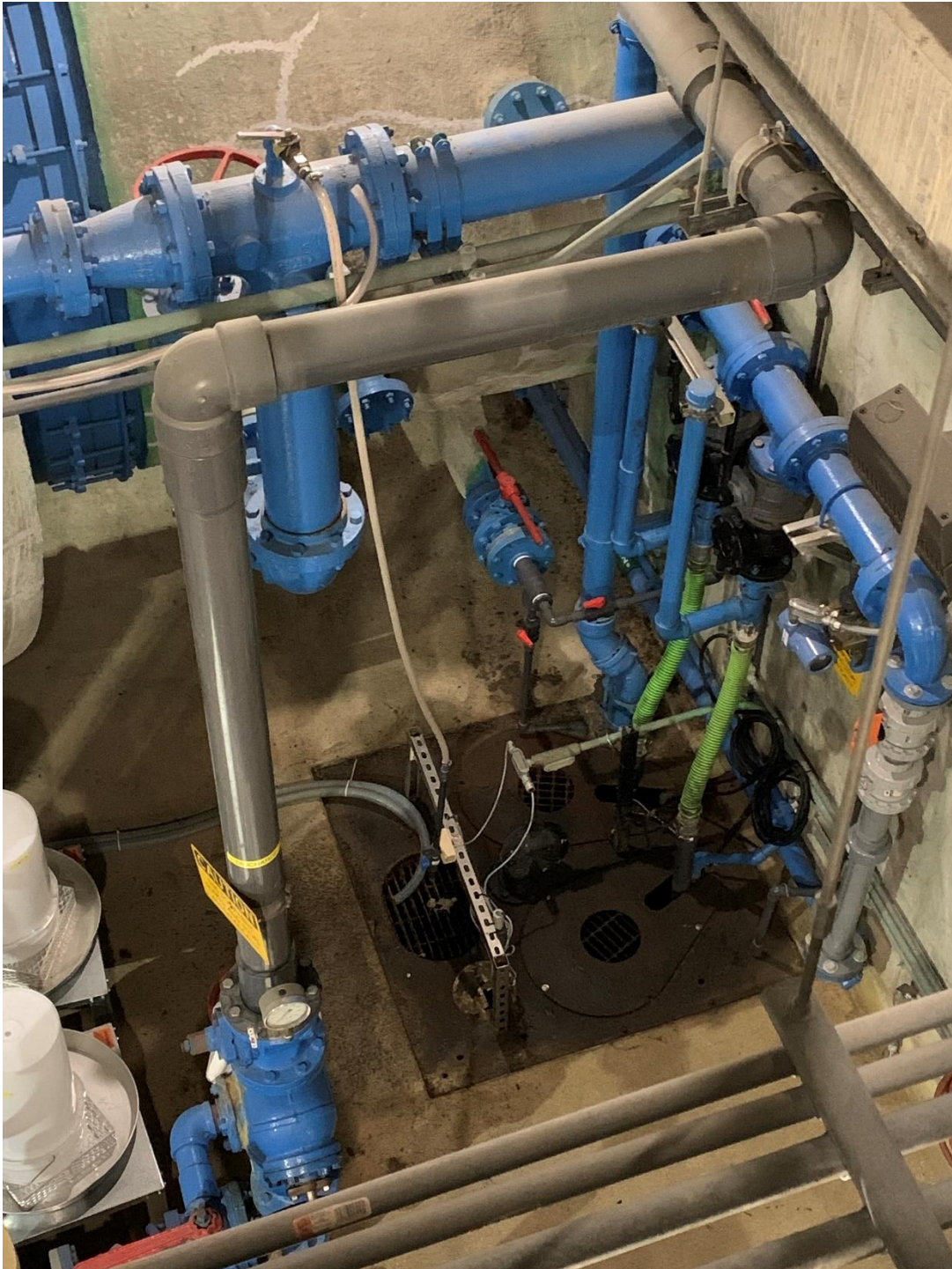


Figure 12. The bacteria sampling location just precedes the addition of sodium bisulfite.



Figure 13. EBDA installed metal guards on the front and sides of the ladder to prevent people from climbing to the roof of the sodium bisulfite storage building after hours.

ITEM NO. OM7 SOLAR ENERGY STUDY RESULTS

Recommendation

Review information and provide direction to staff.

Background

Solar photovoltaic energy generation and battery energy storage systems (BESS) are important tools for providing renewable energy to reduce greenhouse gases, improve reliability and self-sufficiency, and reduce diesel particulate emissions. At the Commission's direction, EBDA engaged consultant Black & Veatch (BV) to evaluate solar and BESS options at three facilities – Oro Loma Effluent Pump Station (OLEPS), Hayward Effluent Pump Station (HEPS), and Marina Dechlorination Facility (MDF). Union Effluent Pump Station (UEPS) was not included because USD provides UEPS power and because the station will soon be relocated as part of USD's upgrade project. The solar and BESS study was conducted as an addition to a solar and resiliency study BV was conducting for USD facilities.

Discussion

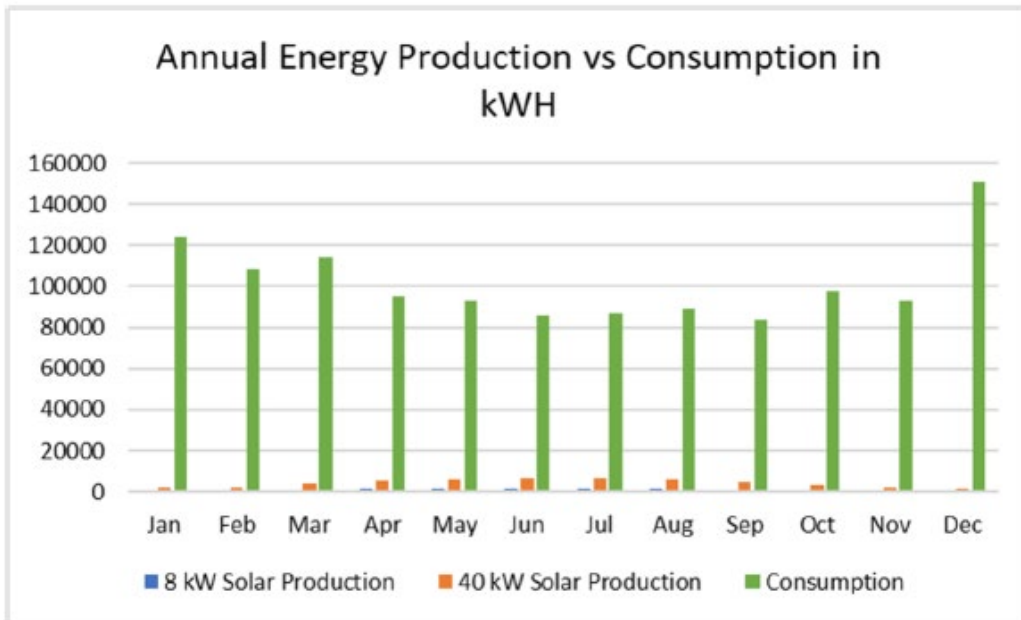
As noted above, EBDA's goals were to improve resiliency of the facilities and to decrease fossil fuel use and related emissions. Economic analyses of solar and BESS options at each of the facilities provided by BV are shown on the following pages. Conclusions were as follows:

- While BESS could theoretically add resiliency by supplying power when PG&E power is unavailable, there are technical limitations imposed by PG&E that would likely diminish the overall reliability of the facility power system. Therefore, staff is not recommending installation of BESS at any facilities at this time.
 - Utilizing a BESS for system resiliency would require the addition of new electrical system protection and control devices, which are primarily intended to ensure that PG&E grid integrity and safety is maintained. The introduction of these added protection features, aside from being costly to implement on existing facility switchgear equipment, result in a significantly more sensitive protection scheme at the facility, which ultimately reduces overall facility robustness and reliability.
 - Utilizing a BESS for peak shaving rather than for resiliency reduces the burden on the PG&E grid during peak power supply time periods, thus reducing energy costs, but it does not bolster facility resiliency. When a BESS is implemented for peak shaving, PG&E requires that the BESS shut down should a PG&E outage occur. For peak shaving applications, the

BESS would operate solely in parallel with the PG&E source and will not be permitted to operate as a power “island” absent the PG&E source.

- MDF and HEPS each have very low power demands, which lead to long pay-back periods for any solar investments, even with available financial incentives. Generally, the useful life of PV panels is 10 to 20 years, with efficiency decreasing after 10 years. Therefore, staff does not recommend investing in solar at these facilities at this time, as the equipment is likely to lose efficiency before EBDA would see a return on investment in 13-18 years. The Authority may continue to reevaluate this if incentives increase and/or equipment costs decrease.
- OLEPS has greater potential for solar to add value because it has a much greater power demand. However, not much real estate is available to site a meaningful solar array. Assuming panels are sited on the rooftop, the project supplies only a very small portion of the OLEPS demand (see Figure 1 below), resulting in a 14-year payback. Once again, staff does not recommend proceeding with a solar project when the payback exceeds 10 years.

Figure 1. OLEPS Solar Energy Production vs. Consumption



While staff is not recommending proceeding with a solar or BESS project at any Authority facilities at this time, staff will continue to look for opportunities to partner with member agencies on renewable energy projects where feasible. Staff also notes that all EBDA facilities are currently on Ava Community Energy (formerly East Bay Community Energy)’s Renewable 100 plan, where 100% of power is sourced from California solar and wind energy.

Table 4-3: MDF Summary of Economic Analysis

	61 kW Ground-Mounted Solar + 60 kW 258 kWh BESS	60 kW 258 kWh BESS
Simple Payback Period	13 years	>25 years
Net Exports	3%	0%
Annual O&M Costs	\$2,400	\$900
Total Payments (without incentives)	\$500,000	\$280,000
Solar	\$220,000	-
BESS	\$280,000	\$280,000
NPV	\$42,000	-\$110,000
Carbon Offset (in metric tons)	1,500	N/A
LCOE	\$0.18 / kWh	N/A
Incentives	\$150,000	\$90,000
Lifetime Savings	\$750,000	\$140,000

Table 4-1: HEPS Summary of Economic Analysis

	142 kW Ground-Mounted Solar + 60 kW 258kWh BESS	BESS Only (60kW 258kWh)
Simple Payback Period	18 years	>25 years
Net Exports	38%	-
Annual O&M Costs	\$4,200 / year	\$900 / year
Total Payments (without incentives)	\$1,110,000	\$280,000
Solar	\$430,000	-
BESS	\$280,000	\$280,000
Security Costs	\$280,000	-
NPV	-\$194,000	-\$160,000
Carbon Offset (in metric tons)	4,000	-
LCOE	\$0.15 / kWh	-
Incentives	\$210,000	\$90,000
Lifetime Savings	\$1,100,000	\$60,000

Table 4-2: OLEPS Summary Economic Analysis

	240kW 1030kWh BESS	40 kW Roof+ 240 kW 1030 kWh BESS	8 kW Roof Solar + 240 kW 1030 kWh BESS
Battery Use	Used for peak shaving and outages only	Used for peak shaving and outages only	Used for peak shaving and outages only
Simple Payback Period	14 years	12 years	14 years
Net Exports	0%	0%	0%
Annual O&M Costs	\$3,600	\$4,600	\$3,800
Total Payments (without incentives)	\$1,130,000	\$1,300,000	\$1,165,000
Solar	-	\$160,000	\$32,000
BESS	\$1,130,000	\$1,133,000	\$1,133,000
NPV	-\$230,000	\$100,000	-\$210,000
Carbon Offset (in metric tons)	N/A	875	190
LCOE	N/A	\$0.81 / kWh	\$3.31 / kWh
Incentives	\$340,000	\$390,000	\$350,000
Lifetime Savings	\$840,000	\$1,800,000	\$920,000

	120 kW 516 kWh BESS	120 kW 516 kWh BESS	8 kW Roof Solar + 120 kW 516 kWh BESS
Battery Use	Use as back-up power only	75kWh of battery reserved for back-up power only	75kWh of battery reserved for back-up power only
Simple Payback Period	-	14 years	14 years
Net Exports	-	-	0%
Annual O&M Costs	\$1,800	\$1,800	\$1,800
Total Payments (without incentives)	\$550,000	\$550,000	\$582,000
Solar	-	-	\$32,000
BESS	\$550,000	\$550,000	\$550,000
NPV	-	-\$112,000	\$4,000
Carbon Offset (in metric tons)	-	-	190
LCOE	-	-	\$1.40 / kWh
Incentives	-	\$165,000	\$175,000
Lifetime Savings	-	\$400,000	\$500,000

THIS PAGE INTENTIONALLY LEFT BLANK



ITEM NO. 12

PERSONNEL COMMITTEE AGENDA

**Tuesday, April 16, 2024
4:00 PM**

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

Committee Members: Azevedo (Chair), Simon

- P1. Call to Order**
- P2. Roll Call**
- P3. Public Forum**
- P4. State Controller's Government Compensation in California Report for Calendar Year 2023**
(The Committee will review the report submitted to the State Controller's Office.)
- P5. Review of the Authority's Draft Fiscal Year 2024/2025 Compensation Plan**
(The Committee will review the plan.)
- P6. General Manager Travel Report**
(The Committee will review the General Manager's annual travel report.)
- P7. Committee Preference Form for Fiscal Year 2024/2025**
(A Committee Preference form will be provided to the Commissioners.)
- P8. 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 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.

Agenda Explanation
East Bay Dischargers Authority
Personnel Committee
April 16, 2024

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>.

**Next Scheduled Personnel Committee meeting is
June 18, 2024 at 4:00 pm**

ITEM NO. P4 STATE CONTROLLER'S GOVERNMENT COMPENSATION IN CALIFORNIA REPORT FOR CALENDAR YEAR 2023

Recommendation

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

Strategic Plan Linkage

4. **Sustained Organization:** Sustain a functional, productive, resilient organization to ensure EBDA can strive to achieve its Mission and Vision.
 - b. Provide professional development opportunities and competitive pay and benefits to attract and retain high caliber staff.

Background

Government Code (GC) section 53891 requires special districts to submit an annual Government Compensation in California (GCC) report to the State Controller's Office (SCO). Pursuant to GC 53891, the report for the previous calendar year is due no later than April 30. The intent of the report is to capture pay and benefit information for every compensated employee who received a W-2, every elected official who received pay reported on IRS form 1099, and all uncompensated elected officials and/or board members in the calendar year.

Discussion

The information reported is consistent with the Authority's Compensation Plan and Commissioner Compensation Policy. The report is attached for the Committee's review and knowledge that it has been submitted.

State Controller's Office - Local Government Programs and Services Division

Special Districts - Government Compensation Report - Calendar Year 2023

Preparer Contact Information

[Refer to the 2023 GCC Reporting Instructions for more details](#)

Entity Name	Alameda - East Bay Dischargers Authority		
Human Resources Web Page	www.ebda.org		
Employees Hold more than One Position?	No	(Enter 'Yes' or 'No')	'Save As' Filename 2023-12500108500.xlsx
Do the amounts in the Defined Benefit Plan column include payment toward the pension unfunded liability?	No	(Enter 'Yes' or 'No')	

Preparer Name	Juanita Villaseñor
Phone Number	(510) 278-5910
E-mail Address	juanita@ebda.org

"----- Employer Contribution: -----"

-- Total Wages Subject to Medicare (Box 5 of W-2) --

Line #	Elected Position Enter 'Y'	Department	Classification	Multiple Positions Footnote	Annual Salary Minimum	Annual Salary Maximum	Annual		Lump Sum Pay	Other Pay	Applicable Defined Benefit Pension Formula	Retirement Plan: Employees' Share Paid by Employer	Deferred Benefit Plan: Employer's Share	Deferred Compensation /Defined Contribution Plan	Health, Dental, Vision
							Regular Pay	Overtime Pay							
1.		Governing Body	Commissioner		0	0	0	0	0	5,520	N/A	N/A	N/A	N/A	N/A
2.		Governing Body	Commissioner		0	0	0	0	0	6,480	N/A	N/A	N/A	N/A	N/A
3.		Governing Body	Commissioner		0	0	0	0	0	5,520	N/A	N/A	N/A	N/A	N/A
4.		Governing Body	Commissioner		0	0	0	0	0	6,000	N/A	N/A	N/A	N/A	N/A
5.		Governing Body	Commissioner		0	0	0	0	0	7,200	N/A	N/A	N/A	N/A	N/A
6.		Governing Body	Commissioner		0	0	0	0	0	240	N/A	N/A	N/A	N/A	N/A
7.		Governing Body	Commissioner		0	0	0	0	0	480	N/A	N/A	N/A	N/A	N/A
8.		Governing Body	Commissioner		0	0	0	0	0	240	N/A	N/A	N/A	N/A	N/A
9.		Governing Body	Commissioner		0	0	0	0	0	0	N/A	N/A	N/A	N/A	N/A
10.		Governing Body	Commissioner		0	0	0	0	0	0	N/A	N/A	N/A	N/A	N/A
11.		Administration	General Manager		225,758	274,411	274,786	0	0	0	2.5% @ 55	0	36,157	11,803	31,135
12.		Administration	Operations & Maintenance Manager		168,792	205,131	205,167	0	0	14,254	2.5% @ 55	0	26,994	5,260	2,627
13.		Administration	Administration Manager		103,458	125,754	125,754	0	0	0	2.5% @ 55	0	16,546	3,417	31,135
14.		Administration	Administrative Support Specialist		30,430	36,988	14,787	0	0	0	2% @ 62	0	1,107	307	0

ITEM NO. P5 REVIEW OF THE AUTHORITY'S DRAFT FISCAL YEAR 2024/2025 COMPENSATION PLAN

Recommendation

Provide guidance to staff for adoption of the FY 2024/2025 Compensation Plan.

Strategic Plan Linkage

5. **Financial:** Develop financial strategies and practice sound fiscal management to ensure wise use of ratepayers' resources.
 - b. Proactively manage expenditures to stay within adopted budget.
6. **Sustained Organization:** Sustain a functional, productive, resilient organization to ensure EBDA can strive to achieve its Mission and Vision.
 - b. Provide professional development opportunities and competitive pay and benefits to attract and retain high caliber staff.

Background

As discussed at the February 2024 Committee Meeting, staff makes a number of assumptions regarding compensation and benefits each year that are incorporated into the annual budget. Each year, the Commission adopts a Compensation Plan that reflects the salaries and benefits provided to Authority employees. The Compensation Plan is generally adopted in May, in parallel with the budget.

Discussion

A draft FY 2024/2025 Compensation Plan is attached for the Committee's consideration. As discussed at the February 2024 Committee Meeting, the draft Plan includes a 2.6% increase for salaries, consistent with the Authority's Personnel Plan, which provides for use of the December-to-December CPI-U for San Francisco-Oakland-Hayward in establishing an annual cost-of-living-adjustment (COLA).

Per the discussion in February, staff is seeking Committee direction on retiree medical benefits. The Authority's current fixed maximum contribution under the Public Employees' Medical and Hospital Care Act (PEMHCA) is \$502 per month for each annuitant. The PEMHCA rate was last updated in 2023. Currently, four EBDA retirees receive PEMHCA, and two retirees receive full medical based on their negotiated contracts. Actual cost for retiree medical ranges from \$448.15 (with medicare subsidy) to \$2,042.82 (for employee and spouse without medicare). The attached table provides a summary of current retiree medical benefits provided by EBDA's member agencies and other peer utilities.

**EAST BAY DISCHARGERS AUTHORITY
COMPENSATION PLAN
JULY 1, 2024 TO JUNE 30, 2025**

MONTHLY SALARY SCHEDULE					
CLASSIFICATION	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5
Administration Manager	9,057.20	9,510.08	9,985.57	10,484.86	11,009.10
Administrative Support Specialist	5,328.00	5,594.39	5,874.12	6,167.82	6,476.21
General Manager	19,763.94	20,752.16	21,789.78	22,879.27	24,151.51
Operations & Maintenance Manager	14,776.82	15,515.66	16,291.44	17,106.03	17,961.32

SUMMARY OF BENEFITS	
BENEFIT	DESCRIPTION
Medicare	The employee and the Authority each pay the Medicare tax rate of 1.45% on taxable earnings.
Retirement – CalPERS Classic Members	Benefit Formula: 2.5% @ 55, 1 year final average compensation Authority shall contribute 100% of the required Employer Normal Cost Rate as determined by the CalPERS annual actuarial valuation. Classic Members ¹ shall contribute 100% of the plan’s Employee Contribution Rate.
Retirement – CalPERS New Members	Benefit Formula: 2% @ 62, 3 years final average compensation Authority shall contribute 100% of the required Employer Normal Cost Rate as determined by the CalPERS annual actuarial valuation. New Members ² shall contribute 100% of the plan’s Employee Contribution Rate.
Medical Coverage – CalPERS Kaiser Permanente	Insurance premiums paid by Authority for employees and their eligible dependents enrolled in the employer-sponsored health plan.
Retiree Medical Coverage – CalPERS	Authority contributes up to a maximum of \$502 per month for EBDA retirees and their eligible dependents enrolled in the employer sponsored health plan. The fixed employer contribution includes the PEMHCA minimum. The minimum qualification for retiree health benefits is five years of continual employment at EBDA.
Dental & Vision Care	Authority pays dental and vision insurance premiums for employees and their eligible dependents enrolled in the employer sponsored programs.
Basic Life Insurance and AD&D	Benefit: 1 x Annual Salary Authority provides basic life insurance and accidental death & dismemberment coverage.
Short Term/Long Term Disability Insurance	Benefit: 66 2/3% of salary Authority provides coverage up to the date of permanent separation from EBDA. Employee must exhaust all available leave. Note: EBDA does not pay into State Disability Insurance.

SUMMARY OF BENEFITS (Continued)	
BENEFIT	DESCRIPTION
Deferred Compensation	An Authority-sponsored 457 deferred compensation plan is available to employees. For participants that defer 0.32% of gross earnings, the Authority contributes 2.32% to the employee's plan account. In addition, employees may elect to defer a voluntary dollar amount to which the Authority will match \$0.50 for each \$1, up to a maximum employer contribution of \$500 per calendar year, per employee.
Holidays	11 paid holidays plus 28 hours of floating holiday annually.

MISCELLANEOUS	
Prorated Benefits	An employee hired or placed into a part-time position will receive prorated benefits proportionate to their scheduled work hours.
Compensatory Time Off	<p>Unclassified, exempt employees do not receive additional payment for overtime. In lieu of payment, the General Manager may adjust working hours to compensate the employee for time worked in excess of 40 hours per week.</p> <p>Classified, non-exempt employees are compensated at the rate of one and one-half times the employee's regular rate of pay for all hours worked in excess of 40 hours per week. The Authority shall pay overtime worked by non-exempt employees in a manner consistent with the Fair Labor Standards Act.</p>
Calculation Method of Hourly Rate	Hourly rate equivalents shall be determined by dividing the employee's actual monthly salary rate by 173.33, which is considered to be the average number of working hours per month.
Use of Authority Vehicle	The General Manager may authorize the use of Authority vehicles by employees for business travel when determined that such use would be in the best interest of the Authority.
Flexible Spending Accounts (FSA)	Benefit eligible employees may enroll in the Authority's FSA to make pre-tax salary contributions up to the IRS limits.

¹ Definition of a Classic Member – A classic member is defined as:

- An existing member of a California public retirement system as of December 31, 2012. Please note, however, that because new member determination is based on an appointment-by-appointment basis, upon appointment, new hires will be required to self-certify their classic member status by submitting a form that tests against the new member definition and which may ultimately result in a change in status to new member.

² Definition of a New Member – A new member is defined as any of the following:

- A new hire who is brought into a California public retirement system membership for the first time on or after January 1, 2013, and who has no prior membership in a California public retirement system.
- A new hire who was an active member of a California public retirement system and who, after a break in service of more than six months, returned to active membership in that system.

Agency	Hire Date	Benefit	Health Reimbursement Agreement (HRA)	Eligibility Requirements			
				Health Vesting	Minimum Age	CalPERS Pension	Other
Castro Valley Sanitary District	After March 1, 2008	50% EE+1, increasing 5% for each additional year, up to 100% @ 20 yrs		10			
Central Marin Sanitation Agency	After July 1, 2010	PEMHCA minimum and reimbursement from HRA	ER contributes 1.5% of EE base salary				Retire from CMSA
Central San	After 2009	50% of premium and ER contribution to HRA	ER contributes 1.5% of EE base salary	10	50		Rule of 70: age + years of service = 70
City of Hayward		ER contribution towards medical insurance benefits equal to contribution provided to active employees					
City of Livermore			ER contributes 4% of EE base salary	5			Total of 10yrs of service w/CalPERS
City of San Leandro		Reimbursement up to \$360 including PEMHCA amount paid directly to CalPERS.		5			
Fairfield-Suisun Sewer District	After March 1, 2013	50%, increasing 5% each additional year, up to 100% @ 20 yrs		5	50	Yes	Total of 10yrs of service w/CalPERS
Oro Loma Sanitary District	After June 27, 2011	50% one-party rate, increasing 10% each additional year, up to 100% @ 20 yrs		15	60		
Union Sanitary District		\$475 @ 10 yrs, \$575 @ 15 yrs, \$675 @ 20+ yrs		10	50		EEs retiring after 07/01/2021
West Valley Sanitation District		100% one-party rate (lowest priced plan)		15	55	Yes	

2024 KP One-Party Rate is \$1,021.40

HRA = Health Reimbursement Arrangements (HRAs) are employer-funded group health plans from which employees are reimbursed tax-free for qualified medical expenses up to a fixed dollar amount per year. Unused amounts may be rolled over to be used in subsequent years. The employer funds and owns the arrangement.

ITEM NO. P6 GENERAL MANAGER TRAVEL REPORT

Recommendation:

For Committee information only.

Strategic Plan Linkage

7. **Sustained Organization:** Sustain a functional, productive, resilient organization to ensure EBDA can strive to achieve its Mission and Vision.
 - b. Provide professional development opportunities and competitive pay and benefits to attract and retain high caliber staff.
8. **External Collaboration:** Collaborate with external stakeholders to build strong relationships for joint problem-solving and to expand EBDA's and its Member Agencies' reach.
 - a. Provide industry leadership through active engagement with wastewater associations including Bay Area Clean Water Agencies (BACWA), California Association of Sanitation Agencies (CASA), California Water Environment Association (CWEA), and Water Environment Federation (WEF).

Background

The pandemic brought in-person conferences and meetings to a halt, and has transitioned many meetings to online platforms on an indefinite basis. However, many committees and conferences have resumed in-person meetings. The General Manager (GM) has therefore returned to local and some state and national travel to represent EBDA. This report summarizes ongoing and anticipated travel over the next year for the Committee's information.

Discussion

The following tables summarize ongoing travel around the Bay Area, and anticipated long-distance travel for the remainder of the calendar year.

Local Travel – Ongoing

Who?	Where?	Why?	How Often?
EBDA Member Facilities	Within District	Coordination/Problem Solving	1-3x per month
BACWA Executive Board	Rotates among BACWA Members	Strategize on permitting, training, service issues for EBDA	Monthly
Nutrient Management Steering Committee	Richmond	Engage as a BACWA Board Member on Bay nutrient science and policy issues with Water Board and other regional agencies	Quarterly
Regional Water Board	Oakland	Represent EBDA at informational or permit-relevant meetings	1-2x/month
East Bay Leadership Council	Walnut Creek	Represent EBDA on leadership of EBLC's Water & Energy Task Force	1-2x/month
BACWA/CASA Strategic Planning	Pardee	Attend planning retreats to strategize on key regulatory issues	1-2x/year

Planned Travel for 2024

Who?	Where?	Why?	When?	How Much?
NACWA (tentative)	Buffalo	Gather info on national utility management trends	July 23-26	\$2600
CASA	Monterey	Gather info on California utility management trends, serve as member of State Legislative and Program Committees, and organizer of the Women's Networking Event	July 31-August 2	\$1300
WEFTEC	New Orleans	Participate in a workshop on permitting innovation at the invitation of EPA, gather information on technical advances	October 5-9	\$2000

ITEM NO. P7 COMMITTEE PREFERENCE FORM FOR FISCAL YEAR 2024/2025

The Committee Preference form allows Commissioners to indicate their individual preferences for Committee assignments in FY 2024/2025. The incoming Chairperson will consider Commissioner preferences and changes to member agency representatives when appointing Committee members. Committee assignments will be provided at the June Commission meeting. Email completed forms to juanita@ebda.org by Friday, May 31, 2024.

Generally, Committee meetings occur Monday, Tuesday, and Wednesday preceding the Commission. The Commission meeting dates for FY 2024/2025 are as follows:

July 18	November 21	March 20
August – Not Scheduled	December 19	April 17
September 19	January 16	May 15
October 17	February 20	June 19

Using a scale of 1 to 4 (1 being first choice), please indicate your committee preferences in Table 1.

TABLE 1. COMMITTEE PREFERENCE

	Financial Management Committee
	Operations and Maintenance Committee
	Personnel Committee
	Regulatory Affairs Committee

Complete Table 2 using the following convention:

- 1 = Preferred Time
- 2 = Available if Needed
- 3 = Not Available

TABLE 2. MEETING TIME AND DAY

TIME	MONDAY	TUESDAY	WEDNESDAY
8:00 a.m. to 9:00 a.m.			
9:00 a.m. to 10:00 a.m.			
10:00 a.m. to 11:00 a.m.			
11:00 a.m. to 12:00 p.m.			
12:00 p.m. to 1:00 p.m.			
1:00 p.m. to 2:00 p.m.			
2:00 p.m. to 3:00 p.m.			
3:00 p.m. to 4:00 p.m.			
4:00 p.m. to 5:00 p.m.			

ITEM NO. 13 ITEMS FROM THE COMMISSION AND STAFF

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

ITEM NO. 14 ADJOURNMENT