



ITEM NO. 10

FINANCIAL MANAGEMENT COMMITTEE AGENDA

Monday, May 12, 2025

11:00 AM

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

Committee Members: Andrews (Chair); Toy

- FM1. Call to Order**
- FM2. Roll Call**
- FM3. Public Forum**
- FM4. Disbursements for April 2025**
(The Committee will review the List of Disbursements.)
- FM5. Treasurer's Reports for April 2025**
(The Committee will review the Treasurer's Report.)
- FM6. Third Quarter Expense Summary, Fiscal Year 2024/2025**
(The Committee will review the third quarter expenses for FY 2024/2025.)
- FM7. Resolution Adopting the East Bay Dischargers Authority's Fiscal Year 2025/2026 Budget**
(The Committee will consider the resolution.)
- FM8. Motion Authorizing the General Manager to Execute Amendment 1 to the Funding Agreement with the Association of Bay Area Governments for the First Mile Horizontal Levee Project in the Amount of \$200,000, for a Total Value of \$1,375,000**
(The Committee will consider the motion.)
- FM9. Motion Authorizing the General Manager to Execute an Agreement with Anchor QEA, Inc. for First Mile Horizontal Levee Project Design and Permitting Services in the Amount of \$1,174,998**
(The Committee will consider the motion.)
- FM10. Adjournment**

Agenda Explanation
East Bay Dischargers Authority
Financial Management Committee
May 12, 2025

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.

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

<p>Next Scheduled Financial Management Committee is Wednesday, June 18, 2025</p>

ITEM NO. FM4 DISBURSEMENTS FOR APRIL 2025

Disbursements for the month of April totaled \$319,523.

Reviewed and Approved by:

Angela Andrews, Chair Date
Financial Management Committee

Jacqueline T. Zipkin Date
Treasurer

EAST BAY DISCHARGERS AUTHORITY
List of Disbursements
April 2025

Check #	Payment Date	Invoice #	Vendor Name	Description	Invoice Amount	Disbursement Amount
10058	04/30/2025	3176	UNION SANITARY DISTRICT	UEPS O&M, PG&E, FM MAINTENANCE - MAR	42,358.02	42,358.02
10053	04/30/2025	352815	CITY OF HAYWARD	HEPS O&M JAN-MAR	32,374.68	32,374.68
10036	04/15/2025	400210	CITY OF SAN LEANDRO	MDF O&M, EFFLUENT MONITORING, FM MAINTENANCE - FEB	24,598.52	24,598.52
10045	04/15/2025	7101	ORO LOMA SANITARY DISTRICT	OLEPS O&M, ADMIN BUILDING, SKYWEST - FEB	13,988.03	13,988.03
10038	04/15/2025	21818	D.W. NICHOLSON	OLEPS WATER SYSTEM UPGRADE	11,837.00	11,837.00
10049	04/30/2025	58799	CALCON	MDF AUTOMATION UPGRADE	4,028.88	9,859.81
	04/30/2025	58797	CALCON	FORCE MAIN VAULT UPGRADES	2,004.00	
	04/30/2025	58800	CALCON	MDF TROUBLESHOOT O2 SENSOR & 2 SPARE SENSORS	1,904.01	
	04/30/2025	58796	CALCON	SKYWEST CORRECTED PLC POND VALVE ISSUE	661.00	
	04/30/2025	58798	CALCON	MDF SCADA & PLC ALARM ADDITIONS	661.00	
	04/30/2025	58794	CALCON	OPS CENTER NETWORK SECURITY MEETING	320.00	
	04/30/2025	58795	CALCON	OLEPS PARTS - 2 STRAINER CAPS	280.92	
10056	04/30/2025	223521	MEYERS NAVE	LEGAL SERVICES - BRINE PROJECT	8,578.00	8,578.00
10057	04/30/2025	18351	REGIONAL GOVERNMENT SERVICES	MANAGEMENT AND ADMINISTRATIVE SERVICES	8,261.18	8,261.18
10031	04/15/2025	20210105.02-22	ASCENT ENVIRONMENTAL, INC	CONSULTING SERVICES - CARGILL CEQA	6,422.50	6,422.50
10047	04/30/2025	NO. 4	AZYURA	WATERBITS HOSTING, REPORTING AND DATA MANAGEMENT	5,250.00	5,250.00
10039	04/15/2025	Mar-01	DCM CONSULTING, INC	GEOTECHNICAL ENGINEERING SERVICES	4,935.00	4,935.00
10046	04/15/2025	4246-0445-5568-7627	U.S. BANK	PURCHASING CARD EXPENSES	3,700.99	3,700.99
10043	04/15/2025	224242	MEYERS NAVE	LEGAL SERVICES - BRINE PROJECT	3,629.99	3,629.99
10035	04/15/2025	52205710	CITY OF HAYWARD	EMPLOYEE BENEFIT PROGRAMS - APR	1,377.18	1,377.18
10044	04/15/2025	JAN-MAR 2025	MICHAEL S. CONNOR	QUARTERLY HEALTH PREMIUM REIMBURSEMENT	1,183.68	1,183.68
10041	04/15/2025	JAN-MAR 2025	LINDA M. ADAMS	QUARTERLY HEALTH PREMIUM REIMBURSEMENT	1,147.50	1,147.50
10033	04/15/2025	406	CASA EDUCATION FOUNDATION	BRUCE WOLFE SCHOLARSHIP	1,000.00	1,000.00
10037	04/15/2025	58067	COMPUTER COURAGE	GENERAL WEBSITE UPDATES	736.25	886.25
	04/15/2025	58074	COMPUTER COURAGE	WEBSITE HOSTING	150.00	
10050	04/30/2025	729162	CALTEST	LAB TESTING SERVICES	871.32	871.32
10048	04/30/2025	0425-24	BEECHER ENGINEERING, INC	ELECTRICAL ENGINEERING SERVICES	840.00	840.00
10052	04/30/2025	8455	CAYUGA INFORMATION SYSTEMS	IT SERVICES	840.00	840.00
10034	04/15/2025	JAN-MAR 2025	CHARLES V. WEIR	QUARTERLY HEALTH PREMIUM REIMBURSEMENT	552.48	552.48
10040	04/15/2025	JAN-MAR 2025	KARL D. ROYER	QUARTERLY HEALTH PREMIUM REIMBURSEMENT	552.48	552.48
10032	04/15/2025	8054147	BACWA	BACC PARTICIPATION FEE	436.65	436.65
10055	04/30/2025	Apr-25	JULIE ROCHE	COMMISSIONER COMPENSATION	300.00	300.00
10054	04/30/2025	10110000001	EBMUD	MDF WATER & SEWER SERVICE	269.88	269.88
10051	04/30/2025	4354959-CAL	CALTRONICS	COPIER USAGE AND MAINTENANCE	233.65	233.65
10042	04/15/2025	12112	MBC CUSTODIAL SERVICES INC	JANITORIAL SERVICES - MAR	208.00	208.00

EAST BAY DISCHARGERS AUTHORITY
List of Disbursements
April 2025

Check #	Payment Date	Invoice #	Vendor Name	Description	Invoice Amount	Disbursement Amount
					186,492.79	186,492.79
ELECTRONIC PAYMENTS						
	04/04/2025	5105948980-0	PG&E	GAS & ELECTRIC SERVICE	51,213.34	51,213.34
	04/29/2025	--	ADP, LLC	PAYROLL PERIOD: 4/16-30/2025	27,541.69	27,541.69
	04/14/2025	--	ADP, LLC	PAYROLL PERIOD: 4/01-15/2025	24,648.69	24,648.69
	04/02/2025	100000017864076	CALPERS	HEALTH PREMIUMS - APR	8,319.94	8,319.94
	04/02/2025	100000017829764	CALPERS	PENSION CONTRIBUTION, CLASSIC 3/16 - 31/2025	5,877.93	5,877.93
	04/16/2025	100000017858956	CALPERS	PENSION CONTRIBUTION, CLASSIC 4/01 - 15/2025	5,877.93	5,877.93
	04/09/2025	6491411	MISSION SQUARE	DEFERRED COMPENSATION CONTRIBUTION 3/31/2025	2,281.87	2,281.87
	04/14/2025	14273	REDWOOD PUBLIC LAW, LLP	LEGAL SERVICES	2,201.00	2,201.00
	04/16/2025	6377147	MISSION SQUARE	DEFERRED COMPENSATION CONTRIBUTION 4/15/2025	2,115.22	2,115.22
	04/14/2025	1002368911	STATE COMPENSATION INSURANCE FUND	WORKERS COMPENSATION PREMIUM - APR	893.00	893.00
	04/14/2025	3017016	ALLIANT INSURANCE	PUBLIC OFFICIAL BOND - CIN	875.00	875.00
	04/11/2025	51048304397166	AT&T	MDF TELEPHONE SERVICE	403.97	403.97
	04/14/2025	CD_001045943	RINGCENTRAL INC	DIGITAL PHONE SERVICE - MAR	210.79	210.79
	04/14/2025	CD_001076635	RINGCENTRAL INC	DIGITAL PHONE SERVICE - APR	210.79	210.79
	04/04/2025	--	ADP, LLC	PAYROLL FEES, 3/16-31/2025	105.74	105.74
	04/04/2025	9215232	INTERMEDIA.NET INC	EMAIL EXCHANGE HOSTING	98.72	98.72
	04/18/2025	--	ADP, LLC	PAYROLL FEES, 4/01-15/2025	90.94	90.94
	04/14/2025	6109894619	VERIZON WIRELESS	WIRELESS PHONE SERVICE	63.79	63.79
TOTAL ELECTRONIC PAYMENTS					133,030.35	133,030.35
TOTAL DISBURSEMENTS					319,523.14	319,523.14

ITEM NO. FM5 TREASURER'S REPORT FOR APRIL 2025

The cash balance as of April 30, 2025 is \$4,425,395. EBDA's LAIF balance is \$1,359,715, and the average monthly effective yield for April is 4.28%. EBDA's CAMP balance is \$1,634,681, and CAMP's 7-day yield is 4.46%.

Approval is recommended.

EAST BAY DISCHARGERS AUTHORITY

TREASURER'S REPORT

April 2025

FUND	FUND DESCRIPTION	BEGINNING CASH BALANCE	DEBITS (INCREASE)	CREDITS (DECREASE)	ENDING CASH BALANCE
12	OPERATIONS & MAINTENANCE	\$ 1,666,971	\$ 500	\$ 275,090	\$ 1,392,381
13	PLANNING & SPECIAL STUDIES	\$ 521,506	\$ -	\$ 1,000	\$ 520,506
14	RECLAMATION O & M (SKYWEST)	\$ 58,415	\$ 9,000	\$ 3,069	\$ 64,346
15	BRINE ACCEPTANCE	\$ 108,953	\$ -	\$ 21,075	\$ 87,878
31	RENEWAL & REPLACEMENT	\$ 2,358,572	\$ 21,001	\$ 19,288	\$ 2,360,285
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TOTALS		\$ 4,714,417	\$ 30,501	\$ 319,523	\$ 4,425,395

Apr-25

5/6/2025

SUPPLEMENTAL TREASURER'S REPORT

DATE	TRANSACTION	RECEIPT	DISBURSEMENT	CAMP	LAIF	WELLS FARGO		FREMONT BALANCE	CAMP BALANCE	LAIF BALANCE	WELLS FARGO BANK		TOTAL CASH
						CHECKING	PAYROLL				CHECKING BALANCE	PAYROLL BALANCE	
03/31/25	BALANCE							501,132.19	1,628,500.96	1,344,893.94	1,224,671.26	15,218.39	4,714,416.74
04/01/25	DIVIDENDS	6,180.43		6,180.43				501,132.19	1,634,681.39	1,344,893.94	1,224,671.26	15,218.39	4,720,597.17
04/02/25	ELECTRONIC BILL PAY		5,877.93					495,254.26	1,634,681.39	1,344,893.94	1,224,671.26	15,218.39	4,714,719.24
04/02/25	ELECTRONIC BILL PAY		8,319.94					486,934.32	1,634,681.39	1,344,893.94	1,224,671.26	15,218.39	4,706,399.30
04/04/25	DEPOSIT - COH	9,000.00						495,934.32	1,634,681.39	1,344,893.94	1,224,671.26	15,218.39	4,715,399.30
04/04/25	ELECTRONIC BILL PAY		98.72					495,835.60	1,634,681.39	1,344,893.94	1,224,671.26	15,218.39	4,715,300.58
04/04/25	ELECTRONIC BILL PAY		105.74					495,729.86	1,634,681.39	1,344,893.94	1,224,671.26	15,218.39	4,715,194.84
04/04/25	ELECTRONIC BILL PAY		51,213.34					444,516.52	1,634,681.39	1,344,893.94	1,224,671.26	15,218.39	4,663,981.50
04/09/25	ELECTRONIC BILL PAY		2,281.87					442,234.65	1,634,681.39	1,344,893.94	1,224,671.26	15,218.39	4,661,699.63
04/11/25	ELECTRONIC BILL PAY		403.97					441,830.68	1,634,681.39	1,344,893.94	1,224,671.26	15,218.39	4,661,295.66
04/14/25	ELECTRONIC BILL PAY		63.79					441,766.89	1,634,681.39	1,344,893.94	1,224,671.26	15,218.39	4,661,231.87
04/14/25	ELECTRONIC BILL PAY		893.00					440,873.89	1,634,681.39	1,344,893.94	1,224,671.26	15,218.39	4,660,338.87
04/14/25	ELECTRONIC BILL PAY		3,497.58					437,376.31	1,634,681.39	1,344,893.94	1,224,671.26	15,218.39	4,656,841.29
04/14/25	PAYROLL		24,648.69					412,727.62	1,634,681.39	1,344,893.94	1,224,671.26	15,218.39	4,632,192.60
04/15/25	INTEREST - LAIF	14,820.58			14,820.58			412,727.62	1,634,681.39	1,359,714.52	1,224,671.26	15,218.39	4,647,013.18
04/15/25	DISBURSEMENT		76,456.25					336,271.37	1,634,681.39	1,359,714.52	1,224,671.26	15,218.39	4,570,556.93
04/16/25	ELECTRONIC BILL PAY		2,115.22					334,156.15	1,634,681.39	1,359,714.52	1,224,671.26	15,218.39	4,568,441.71
04/16/25	ELECTRONIC BILL PAY		5,877.93					328,278.22	1,634,681.39	1,359,714.52	1,224,671.26	15,218.39	4,562,563.78
04/17/25	WIRE TRANSFER - FREMONT	824,671.26					(824,671.26)	1,152,949.48	1,634,681.39	1,359,714.52	400,000.00	15,218.39	4,562,563.78
04/18/25	ELECTRONIC BILL PAY		90.94					1,152,858.54	1,634,681.39	1,359,714.52	400,000.00	15,218.39	4,562,472.84
04/29/25	PAYROLL		27,541.69					1,125,316.85	1,634,681.39	1,359,714.52	400,000.00	15,218.39	4,534,931.15
04/29/25	DEPOSIT	500.00						1,125,816.85	1,634,681.39	1,359,714.52	400,000.00	15,218.39	4,535,431.15
04/30/25	DISBURSEMENT		110,036.54					1,015,780.31	1,634,681.39	1,359,714.52	400,000.00	15,218.39	4,425,394.61
	TOTAL	855,172.27	319,523.14	6,180.43	14,820.58	(824,671.26)	-	1,015,780.31	1,634,681.39	1,359,714.52	400,000.00	15,218.39	4,425,394.61
	CURRENT BALANCE							①	②	③	④	⑤	

Reconciliation - 4/30/2025

① Bank Statement Balance	\$ 1,338,709.17
Less: Outstanding Checks	<u>322,928.86</u>
	<u>\$ 1,015,780.31</u>
② CAMP Statement	\$ 1,640,659.34
Less: Accrual Income Dividend	<u>5,977.95</u>
	<u>\$ 1,634,681.39</u>
③ LAIF Statement	<u>\$ 1,359,714.52</u>
④ Wells Fargo Checking	<u>\$ 400,000.00</u>
⑤ Wells Fargo Payroll	<u>\$ 15,218.39</u>

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 THIRD QUARTER EXPENSE SUMMARY, FISCAL YEAR 2024/2025

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 Third Quarter Expense Summary for FY 2024/2025 is attached for the Committee's review. Expenses are presented by Program and by Account Code. These categories have been grouped to provide an overview of Authority expenses. The tables include discussion of particular items that varied significantly (>10%) from the budget.

Discussion

At the end of the third quarter, EBDA's spending is under budget, with 67% spent at 75% through the year. EBDA budgets conservatively for chemicals and electricity associated with treating and pumping high flows through the wet season. The FY 2024/2025 wet season turned out to be relatively mild, with few storms resulting in significant flows. These conditions, combined with attention to efficiency, have led to operations and maintenance spending below budget through the third quarter. Additionally, EBDA is still awaiting its invoice from the Regional Monitoring Program for half-yearly expenses.

East Bay Dischargers Authority

EXPENSE SUMMARY BY PROGRAM

FY 2024/2025 THROUGH MARCH 31, 2025 (75% of YEAR)

	YTD Expenses	Budget	Revenues Cargill, Grant, & Skywest	Variance	% of Budget	Explanations for Variance Over 10%
O&M EFFLUENT DISPOSAL						
General Administration	\$1,080,005	\$1,571,346		(\$491,341)	69%	
Outfall & Force mains	\$87,224	\$220,000		(\$132,776)	40%	Operational efficiencies.
Marina Dechlor Facility	\$191,620	\$310,000		(\$118,380)	62%	Operational efficiencies and lack of wet weather.
Oro Loma Pump Station	\$359,399	\$650,000		(\$290,601)	55%	This year has been relatively dry, and budget assumes more electricity for pumping.
Hayward Pump Station	\$137,164	\$194,000		(\$56,836)	71%	
Union Pump Station	\$372,265	\$465,000		(\$92,735)	80%	
Bay & Effluent Monitoring	\$688,374	\$772,494		(\$84,120)	89%	BACWA dues paid annually.
TOTAL O&M EFFLUENT DISPOSAL	\$2,916,052	\$4,182,840	\$0	(\$1,266,788)	70%	
SPECIAL PROJECTS						
NPDES Permit Fees	\$695,490	\$707,899		(\$12,409)	98%	Annual fees paid.
NPDES Permit Issues	\$36,268	\$100,000		\$36,268	36%	Expenses associated with Nutrients Watershed Permit. Petition is now in abeyance.
Regional Monitoring Program	\$141,892	\$293,778		(\$151,886)	48%	Fees are paid bi-annually.
Alternative Monitoring and Reporting	\$16,805	\$33,609		(\$16,805)	50%	Fees are paid bi-annually.
Nutrient Surcharge	\$270,608	\$270,608		\$0	100%	Annual fees paid.
Air Toxics Pooled Emissions Study	\$80,880	\$80,797		\$83	100%	Annual fees paid.
Water Research Foundation	\$28,015	\$28,494		(\$479)	98%	Annual fees paid.
Nature-Based Solutions Study	\$0	\$200,000		(\$200,000)	0%	Costs will be incurred later in the fiscal year. All costs will be reimbursed by EPA.
Biosolids Feasibility Study	\$0	\$100,000		(\$100,000)	0%	Costs will be incurred later in the fiscal year.
Bruce Wolfe Memorial	\$1,000	\$1,000		\$0	100%	Annual fees paid.
TOTAL SPECIAL PROJECTS	\$1,270,958	\$1,816,185	\$0	(\$445,227)	70%	
TOTAL AGENCY-FUNDED PROGRAMS	\$4,187,010	\$5,999,025	\$0	(\$1,812,015)	70%	
WATER RECYCLING						
Skywest Golf Course	\$30,879	\$36,000	\$30,879		86%	Repair of aging infrastructure and high chemical costs.
TOTAL WATER RECYCLING	\$30,879	\$36,000	\$30,879		86%	
BRINE ACCEPTANCE						
Brine Acceptance	\$65,036	\$200,000	\$65,036			All work performed is reimbursed by Cargill.
TOTAL BRINE ACCEPTANCE	\$65,036	\$200,000	\$65,036			
TOTAL ALL PROGRAMS	\$4,282,925	\$6,235,025	\$95,915	(\$2,048,015)	67%	

East Bay Dischargers Authority

EXPENSE SUMMARY BY ACCOUNT

FY 2024/2025 THROUGH MARCH 31, 2025 (75% OF YEAR)

	YTD Expenses	Budget	Revenues Cargill, Grant, & Skywest	Variance	% of Budget	Explanations for Variance Over 10%
4010 - Salary	\$486,498	\$684,820	\$8,774	(\$207,096)	70%	
4020 - Benefits	\$216,918	\$315,100		(\$98,182)	69%	
4030 - Commissioner Compensation	\$28,833	\$45,000		(\$16,167)	64%	Budget assumes maximum number of meetings.
4070 - Insurance	\$85,390	\$88,000	\$5,000	(\$7,610)	91%	Annual policy premiums paid in first half of year.
4080 - Memberships & Subscriptions	\$168,745	\$170,528		(\$1,783)	99%	BACWA annual dues paid for FY.
4100 - Supplies, Variable	\$333,103	\$380,000		(\$46,897)	88%	
4100 - Supplies, Fixed	\$7,537	\$12,000		(\$4,463)	63%	Expect spending to revert to budget next quarter.
4110 - Contract Services	\$50,553	\$78,898		(\$28,345)	64%	Some contract services have been billed to capital projects.
4120 - Professional Services	\$514,119	\$1,070,297	\$63,059	(\$619,237)	42%	Nutrients permit legal fees less than budgeted, no costs incurred for nature-based solutions or biosolids study this fiscal year to date.
4140 - Rents & Fees	\$978,528	\$984,787	\$1,500	(\$7,759)	99%	Annual fees paid.
4141 - NPDES Fines	\$0	\$9,000		(\$9,000)	0%	Reserve funds in case of enforcement.
4150 - Maintenance & Repair	\$447,727	\$897,000	\$15,582	(\$464,856)	48%	This year has been relatively dry, and budget assumes more electricity for pumping.
4160 - Monitoring	\$297,367	\$564,595	\$2,000	(\$269,228)	52%	Regional Monitoring Program fees paid bi-annually.
4170 - Travel	\$6,719	\$18,000		(\$11,281)	37%	Additional travel will take place later in the year.
4191 - Utility, Variable	\$659,060	\$917,000		(\$257,940)	72%	
4210 - Other	\$1,829	\$0		\$1,829	0%	Various fees (ADP, Benefit Programs, Bank).
TOTAL ALL ACCOUNTS	\$4,282,925	\$6,235,025	\$95,915	(\$2,048,015)	67%	

ITEM NO. FM7 RESOLUTION ADOPTING THE EAST BAY DISCHARGERS AUTHORITY'S FISCAL YEAR 2025-2026 BUDGET

Recommendation

Adopt a resolution approving the Authority's FY 2025/2026 Budget.

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) 2025/2026 budget were discussed with the Financial Management Committee in March 2025, and a draft budget was reviewed in April 2025.

Discussion

The proposed FY 2025/2026 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.

Overall, staff is proposing a 4% increase in the budget as compared to FY 2024/2025, or approximately \$271k. As noted last month, the increase is driven by the following:

- Salary and benefits costs are expected to increase by approximately 6%, including a 2.4% cost of living adjustment for salaries.
- The Authority's Pooled Liability and Property Insurance premiums are increasing

by 20% and 9%, respectively.

- PG&E costs are expected to continue to increase.
- Use of sodium hypochlorite (hypo) for disinfection has increased over the past year as staff works to prevent fecal coliform exceedances, at the same time the cost of the chemical has been rising.

Two minor updates were made to the budget since the April draft review:

- Funds associated with furniture purchases were removed, as the purchases will occur in Fiscal Year 2024/2025.
- The cost of the Oro Loma Sanitary District land lease was updated consistent with Item Number OM6.

FISCAL YEAR 2025/2026 BUDGET BY FUND

FUND NO	PROGRAM DESCRIPTION	EBDA'S TOTAL PROPOSED BUDGET FY 2025/2026	OUTSIDE REVENUES AND CARRYOVERS FY 2025/2026	AGENCY-FOCUSED PRIOR YEAR-TO-CURRENT YEAR COMPARISON*				Explanations for Changes of 10% or more
				AGENCY REVENUES for FY 2025/2026	AGENCY REVENUES for FY 2024/2025	DOLLAR CHANGE from FY 24/25 to FY 25/26	PERCENTAGE CHANGE from FY 24/25 to FY 25/26	
12	O&M EFFLUENT DISPOSAL							
12 06	General Administration	\$ 1,645,046	\$ -	\$ 1,645,046	\$ 1,571,346	\$ 73,700	4.5%	
12 10	Outfall & Force mains	\$ 244,210	\$ -	\$ 244,210	\$ 220,000	\$ 24,210	9.9%	
12 14	Marina Dechlor Facility	\$ 331,420	\$ -	\$ 331,420	\$ 310,000	\$ 21,420	6.5%	
12 16	Oro Loma Pump Station	\$ 678,420	\$ -	\$ 678,420	\$ 650,000	\$ 28,420	4.2%	
12 18	Hayward Pump Station	\$ 225,210	\$ -	\$ 225,210	\$ 194,000	\$ 31,210	13.9%	Increase due to rising PG&E cost and addition of labor, which in the past was charged to the pump stations but was budgeted elsewhere.
12 20	Union Pump Station	\$ 536,907	\$ -	\$ 536,907	\$ 465,000	\$ 71,907	13.4%	Increase due to rising PG&E cost and addition of labor, which in the past was charged to the pump stations but was budgeted elsewhere.
12 21	Bay & Effluent Monitoring	\$ 852,477	\$ -	\$ 852,477	\$ 772,494	\$ 79,983	9.4%	
	TOTAL FUND # 12	\$ 4,513,690	\$ -	\$ 4,513,690	\$ 4,182,840	\$ 330,850	7.3%	
13	SPECIAL PROJECTS							
13 36	NPDES Permit Fees	\$ 718,400	\$ -	\$ 718,400	\$ 707,899	\$ 10,501	1.5%	
13 37	NPDES Permit Issues	\$ 20,000	\$ -	\$ 20,000	\$ 100,000	\$ (80,000)	-400.0%	Nutrients permit response - level of effort decreased following adoption
13 48	Regional Monitoring Program	\$ 292,298	\$ -	\$ 292,298	\$ 293,778	\$ (1,480)	-0.5%	
13 49	Nutrient Surcharge	\$ 277,237	\$ -	\$ 277,237	\$ 270,608	\$ 6,629	2.4%	
13 46	Alternative Monitoring & Reporting	\$ 34,617	\$ -	\$ 34,617	\$ 33,609	\$ 1,008	2.9%	
13 53	Water Research Foundation	\$ 28,889	\$ -	\$ 28,889	\$ 28,494	\$ 396	1.4%	
13 77	Nature-Based Solutions	\$ 300,000	\$ 300,000	\$ -	\$ -	\$ -	0.0%	
13 78	Biosolids Feasibility Study	\$ 11,000	\$ 11,000	\$ -	\$ -	\$ -	0.0%	
13 82	Bruce Wolfe Memorial Scholarship	\$ 1,000	\$ -	\$ 1,000	\$ 1,000	\$ -	0.0%	
13 50	Air Toxics Pooled Emissions Study	\$ 84,164	\$ -	\$ 84,164	\$ 80,797	\$ 3,367	4.0%	
	TOTAL FUND # 13	\$ 1,767,605	\$ 311,000	\$ 1,456,605	\$ 1,516,184	\$ (59,580)	-4.1%	
	TOTAL OPERATING BUDGET	\$ 6,281,294	\$ 311,000	\$ 5,970,294	\$ 5,699,024	\$ 271,270	4.5%	
31	RENEWAL & REPLACEMENT							
	Contribution to R&R Fund	\$ 750,000	\$ -	\$ 750,000	\$ 750,000	\$ -	0.0%	
	TOTAL AGENCY FUNDING	\$ 7,031,294	\$ 311,000	\$ 6,720,294	\$ 6,449,024	\$ 271,270	4.0%	
14	WATER RECYCLING							
14 80	Skywest	\$ 48,000	\$ 48,000	\$ -	\$ -	\$ -	0.0%	
	TOTAL FUND # 14	\$ 48,000	\$ 48,000	\$ -	\$ -	\$ -	0.0%	
15	BRINE ACCEPTANCE							
15 68	Mixed Sea Salt Brine (Cargill)	\$ 100,000	\$ 100,000	\$ -	\$ -	\$ -	0.0%	
	TOTAL FUND # 15	\$ 100,000	\$ 100,000	\$ -	\$ -	\$ -	0.0%	
	TOTAL EXPENDITURES	\$ 7,179,294	\$ 459,000	\$ 6,720,294	\$ 6,449,024	\$ 271,270	4.04%	

* Includes all agencies (Members and LAVWMA)

FISCAL YEAR 2025/2026 BUDGET BY ACCOUNT

ACCOUNT NUMBER	ACCOUNT TITLE	EBDA'S TOTAL PROPOSED BUDGET FY 2025/2026	OUTSIDE REVENUES AND CARRYOVERS FY 2025/2026	AGENCY-FOCUSED PRIOR YEAR-TO-CURRENT YEAR COMPARISON*				Explanations for Changes of 10% or more
				AGENCY REVENUES for FY 2025/2026	AGENCY REVENUES for FY 2024/2025	DOLLAR CHANGE from FY 24/25 to FY 25/26	PERCENTAGE CHANGE from FY 24/25 to FY 25/26	
4010	Salary	\$ 701,730	\$ -	\$ 701,730	\$ 684,820	\$ 16,910	2.4%	
4020	Benefits	\$ 364,314	\$ -	\$ 364,314	\$ 315,100	\$ 49,214	13.5%	Increase in medical premiums.
4030	Commissioner Compensation	\$ 50,000	\$ -	\$ 50,000	\$ 45,000	\$ 5,000	10.0%	Increasing trend in number of meetings and per meeting stipend.
4070	Insurance	\$ 95,450	\$ 6,500	\$ 88,950	\$ 83,000	\$ 5,950	6.7%	
4080	Memberships & Subscriptions	\$ 178,450	\$ -	\$ 178,450	\$ 170,528	\$ 7,922	4.4%	
4100	Supplies, Fixed	\$ 12,000	\$ -	\$ 12,000	\$ 12,000	\$ -	0.0%	Expected expenditure for new desks.
4100	Supplies, Variable	\$ 440,000	\$ -	\$ 440,000	\$ 380,000	\$ 60,000	13.6%	Increase in use of sodium hypochlorite for disinfection based on FY 2024/2025 usage.
4110	Contract Services	\$ 81,683	\$ 5,000	\$ 76,683	\$ 70,898	\$ 5,785	7.5%	
4120	Professional Services	\$ 964,664	\$ 411,000	\$ 553,664	\$ 570,297	\$ (16,633)	-3.0%	
4140	Rents & Fees	\$ 1,009,537	\$ 1,500	\$ 1,008,037	\$ 984,787	\$ 23,250	2.3%	
4141	NPDES Fines	\$ 9,000	\$ -	\$ 9,000	\$ 9,000	\$ -	0.0%	
4150	Maintenance & Repair	\$ 939,500	\$ 29,000	\$ 910,500	\$ 880,000	\$ 30,500	3.3%	
4160	Monitoring	\$ 577,967	\$ 5,000	\$ 572,967	\$ 559,595	\$ 13,372	2.3%	
4170	Travel & Training	\$ 18,000	\$ -	\$ 18,000	\$ 18,000	\$ -	0.0%	
4191	Utility, Variable (PG&E)	\$ 987,000	\$ 1,000	\$ 986,000	\$ 916,000	\$ 70,000	7.1%	
SUBTOTAL ALL ACCOUNTS		\$ 6,429,294	\$ 459,000	\$ 5,970,294	\$ 5,699,024	\$ 271,270	4.5%	
CONTRIBUTION TO R&R FUND		\$ 750,000		\$ 750,000	\$ 750,000	\$ -	0.0%	
TOTAL EXPENDITURES		\$ 7,179,294	\$ 459,000	\$ 6,720,294	\$ 6,449,024	\$ 271,270	4.0%	

* Includes all agencies (Members and LAVWMA)

ESTIMATED ANNUAL INVOICES TO THE EBDA AGENCIES FOR FISCAL YEAR 2025/2026

	Member Agency Allocations					Subtotal	Non-Member Allocation	Grand Total
	San Leandro	Oro Loma	CVSan	Hayward	USD		LAVWMA	
Special Study Rate	13.0%	18.0%	6.0%	30.0%	33.0%	100.0%	varies*	100.0%
Variable Rate	9.2%	16.5%	7.1%	22.5%	44.7%	100.0%	varies*	100.0%
Variable Rate - MAs w/o CSL	-	18.1%	7.9%	24.8%	49.2%	100.0%	varies*	100.0%
Fixed Rate	13.7%	19.1%	10.3%	14.7%	42.1%	100.0%	varies*	100.0%
Fixed Rate - MAs w/o CSL	-	22.2%	11.9%	17.1%	48.8%	100.0%	varies*	100.0%
RRF	varies	22.2%	11.9%	17.1%	48.8%	100.0%	varies*	100.0%
Regional Monitoring Program	5.2%	10.2%	4.4%	30.8%	27.4%	78.0%	22.0%	100.0%
Nutrient Surcharge	8.5%	3.4%	1.7%	18.6%	50.4%	82.6%	17.4%	100.0%
NPDES	7.1%	12.1%	6.5%	17.2%	30.6%	73.4%	26.6%	100.0%
Alternative Monitoring and Reporting	16.7%	10.8%	5.8%	16.7%	16.7%	66.7%	33.3%	100.0%
Air Toxics Emissions Study	10%	16%	9%	23%	42%	100.0%	0%	100.0%

*Per LAVWMA Agreement, LAVWMA pays an extra 5% for sodium hypochlorite and a proportional share of force main. LAVWMA'S contribution is deducted first. The remaining portion is allocated among Member Agencies by percentages identified.

	CASTRO VALLEY					MEMBER AGENCY TOTALS	LIVERMORE AMADOR VALLEY WATER MANAGEMENT AGENCY		NON-MEMBER AND OTHER REVENUES TOTALS	GRAND TOTAL
	CITY OF SAN LEANDRO	ORO LOMA SANITARY DISTRICT	VALLEY SANITARY DISTRICT	CITY OF HAYWARD	UNION SANITARY DISTRICT		OTHER REVENUES			
O&M										
O&M Fixed Charges w/San Leandro	\$ 208,529	\$ 290,484	\$ 156,321	\$ 223,403	\$ 638,944	\$ 1,517,681	\$ 536,014		\$ 536,014	\$ 2,053,695
O&M Fixed Charges w/o San Leandro	-	25,102	13,456	19,335	55,179	113,072	10,423		10,423	123,495
O&M Variable Charges w/San Leandro	53,509	95,425	41,410	130,577	259,075	579,996	151,504		151,504	731,500
O&M Variable Charges w/o San Leandro	-	267,895	116,253	366,583	727,327	1,478,059	126,941		126,941	1,605,000
Total O&M	\$ 262,038	\$ 678,906	\$ 327,440	\$ 739,898	\$ 1,680,525	\$ 3,688,807	\$ 824,883	\$ -	\$ 824,883	\$ 4,513,690
Last year	\$ 247,365	\$ 639,099	\$ 304,233	\$ 671,572	\$ 1,528,471	\$ 3,390,739	\$ 792,100	\$ -	\$ 3,390,739	\$ 4,182,840
Special Projects										
NPDES Permit	52,058	89,046	47,948	126,720	226,041	\$ 541,813	196,587		\$ 196,587	\$ 738,400
Regional Monitoring Program	15,287	29,890	12,815	90,024	80,025	228,042	64,255		64,255	292,298
Nutrient Surcharge	23,526	9,496	4,664	51,447	139,751	228,883	48,354		48,354	277,237
Alternative Monitoring and Reporting	5,770	3,750	2,019	5,770	5,770	23,078	11,539		11,539	34,617
Water Research Foundation	2,665	4,753	2,063	6,504	12,904	28,889	-		-	28,889
EPA Grant for Nature-based Solutions	-	-	-	-	-	-	-	300,000	300,000	300,000
Biosolids Feasibility Study (prior year carryover)	-	-	-	-	-	-	-	11,000	11,000	11,000
Air Toxics Study	6,282	11,326	3,775	13,590	28,729	63,702	20,462		20,462	84,164
Special Studies Fee	130	180	60	300	330	1,000	-		-	1,000
Total Special Projects	\$ 105,717	\$ 148,442	\$ 73,344	\$ 294,355	\$ 493,549	\$ 1,115,408	\$ 341,197	\$ 311,000	\$ 652,197	\$ 1,767,605
Last Year	\$ 111,604	\$ 163,875	\$ 81,212	\$ 300,315	\$ 501,317	\$ 1,169,527	\$ 357,861	\$ 300,000	\$ 657,861	\$ 1,816,184
Total Operating Budget						\$ 4,804,215			\$ 1,477,079	\$ 6,281,294
Last Year						\$ 4,560,266			\$ -	\$ 5,999,024
Programs with Other Funding										
Skywest								48,000	48,000	48,000
Mixed Sea Salt Brine (Cargill)								100,000	100,000	100,000
Total						\$ -		\$ 148,000	\$ 148,000	\$ 148,000
Last Year						\$ -		\$ 236,000	\$ 236,000	\$ 236,000
Renewal and Replacement Fund										
RRF Contribution		166,500	89,250	128,250	366,000	750,000	-		-	750,000
Total RRF	\$ -	\$ 166,500	\$ 89,250	\$ 128,250	\$ 366,000	\$ 750,000	\$ -		\$ -	\$ 750,000
Last Year	\$ -	\$ 166,500	\$ 89,250	\$ 128,250	\$ 366,000	\$ 750,000	\$ -		\$ -	\$ 750,000
Grand Total for FY 2025/2026	\$ 367,755	\$ 993,848	\$ 490,034	\$ 1,162,503	\$ 2,540,074	\$ 5,554,215	\$ 1,166,079	\$ 459,000	\$ 1,625,079	\$ 7,179,294
Grand Total FY 2024/2025	\$ 358,969	\$ 969,474	\$ 474,695	\$ 1,100,137	\$ 2,395,788	\$ 5,310,266	\$ 1,149,961	\$ 536,000	\$ 1,685,961	\$ 6,855,024

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

RESOLUTION NO. 25-02

INTRODUCED BY _____

**RESOLUTION ADOPTING THE EAST BAY DISCHARGERS AUTHORITY'S
FISCAL YEAR 2025/2026 BUDGET**

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

WHEREAS, the General Manager has prepared a budget for Fiscal Year 2025/2026 which is attached to the accompanying Staff Report and reflects the anticipated need for the effective management of the East Bay Dischargers Authority (“Authority”) during the ensuing fiscal year; and

WHEREAS, the Managers Advisory Committee and the Financial Management Committee reviewed the proposed FY 2025/2026 Budget and recommend adoption by the Commission; and

WHEREAS, the Managers Advisory Committee and the Financial Management Committee further recommend that unspent FY 2024/2025 funds for ongoing Special Projects shall be carried over into FY 2025/2026; and

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

NOW, THEREFORE, BE IT RESOLVED, the Commission of the East Bay Dischargers Authority hereby adopts the Fiscal Year 2025/2026 Budget for the Authority, as outlined in the accompanying Staff Report.

BE IT FURTHER RESOLVED, that the sums set forth in the Fiscal Year 2025/2026 Budget for the Authority, as outlined in the accompanying Staff Report are hereby appropriated for expenditure as detailed, and that any and all expenditures for or relating to the Budget, when expended or entered into under authority of or by the General Manager, are hereby approved and authorized, and warrants therefore may be drawn by the General Manager/Treasurer, commencing July 1, 2025, and ending June 30, 2026.

SAN LORENZO, CALIFORNIA, MAY 15, 2025, ADOPTED BY THE FOLLOWING VOTE:

AYES:
NOES:
ABSENT:
ABSTAIN:

CHAIR
EAST BAY DISCHARGERS COMMISSION

ATTEST: _____
GENERAL MANAGER
EAST BAY DISCHARGERS AUTHORITY
EX OFFICIO SECRETARY

ITEM NO. FM8 MOTION AUTHORIZING THE GENERAL MANAGER TO EXECUTE AMENDMENT 1 TO THE FUNDING AGREEMENT WITH THE ASSOCIATION OF BAY AREA GOVERNMENTS FOR THE FIRST MILE HORIZONTAL LEVEE PROJECT IN THE AMOUNT OF \$200,000, FOR A TOTAL VALUE OF \$1,375,000

Recommendation

Approve the motion authorizing the General Manager execute Amendment Number 1 to the funding agreement with the Association of Bay Area Governments (ABAG), increasing the value by \$200,000.

Strategic Plan Linkage

- 5. **Resilience:** Champion resilience for communities and the environment through regional leadership and advancing priority programs to support the Member Agencies in achieving their sustainability goals.
 - b. Advance concepts for shoreline adaptation and climate resilience.

Background

Wetlands, horizontal levees, and other “Nature-Based Solutions” (NBS) have the potential to provide multiple benefits including water quality improvement through reduction of nutrients and contaminants of emerging concern, creation or restoration of habitat, and protection from sea level rise.

In June 2019, the San Francisco Estuary Partnership (SFEP), was awarded a grant from the EPA Region IX Water Quality Improvement Fund (WQIF) for the Transforming Shorelines Project. The project contained several components aimed at advancing NBS at wastewater treatment plants, including continued UC Berkeley research at the Oro Loma Horizontal Levee demonstration project, a feasibility study for NBS at the Hayward Ponds, and design of the EBDA “First Mile” Horizontal Levee Project. As a sub-grantee, EBDA was responsible for leading, in close partnership with SFEP, implementation of the Hayward Ponds Study and the First Mile Project. To implement these projects, EBDA entered into a Funding Agreement with the Association of Bay Area Governments (ABAG), SFEP’s fiscal agent, in the amount of \$650,000. Funds were used to reimburse EBDA for consultant expenses to advance the design. This grant concluded in June 2024. Work products included 30% design drawings and documentation for the First Mile.

In 2024, SFEP was awarded another grant from the EPA Region IX WQIF, this time for the Pivot Points Project. This project includes four components:

Project Component	Lead Organization
Developing an implementation strategy for the Hayward Area Shoreline Planning Agency’s (HASPA) Shoreline Adaptation Master Plan and strengthening HASPA’s capacity for governance of the NBS projects in the Master Plan in the long-term.	East Bay Regional Park District

Getting the First Mile Horizontal Levee to a shovel-ready state through design, permitting, and community engagement.	EBDA
Building institutional support and facilitating technology transfer for NBS through regional convenings and outreach to elected officials.	Save the Bay
Creating an NBS ‘State of Play’ report that leverages the work of a broad range of stakeholders to describe the status of NBS in the San Francisco Bay, identify key challenges and opportunities, and develop design guidelines for horizontal levees.	SFEP

Work also continues on development of NBS concepts for the Hayward Ponds under a separate WQIF grant secured by SFEP. That work is being led by the City of Hayward. The City of San Leandro also plans to start construction this summer on a Pilot Treatment Wetland.

In December 2024, EBDA’s Commission authorized the General Manager to enter into a new funding agreement to implement the next phase of work on the First Mile Project under the Pivot Points grant. Under the Agreement, which runs through February 14, 2028, ABAG committed to reimbursing EBDA for external project expenses up to \$1,175,000 for design and permitting work on the First Mile Project.

Discussion

In parallel and coordination with the EBDA-led design and permitting work, SFEP will be leading public engagement efforts for both the HASPA Implementation Plan and the First Mile Project. In the proposal to EPA for the Pivot Points grant, EBDA was originally scoped to lead community engagement in addition to design and permitting, under an overall sub-award of \$1,375,000. Subsequently, the team decided to redirect the \$200k in community engagement funds to SFEP to lead that element, and both EBDA and SFEP approved the Funding Agreement for \$1,175,000. The intent at that time was to go back later and amend the EPA Work Plan to reflect that change; in the past, this type of Work Plan revision was perfunctory.

More recently, SFEP has requested that EBDA accept the additional \$200k and do the associated contracting for community engagement support. Requesting an EPA Work Plan amendment at this time would potentially subject the grant to scrutiny by the Department of Government Efficiency (DOGE), which all partners would prefer to avoid. SFEP will manage the content and partners under that scope, but EBDA will now conduct the procurement of contractors to fulfill the community engagement goals for the project. All work by the community engagement partners contracted by EBDA would be reimbursed by SFEP/ABAG.

Pending approval of this Amendment, with SFEP’s support, EBDA will begin procurement for two scopes of work – one to engage a community-based non-profit

partner to perform surveying and outreach tasks, and one for a community engagement consultant. Contracts with both of these entities would be brought to the Commission for approval in the coming months.

ITEM NO. FM9 MOTION AUTHORIZING THE GENERAL MANAGER TO EXECUTE AN AGREEMENT WITH ANCHOR QEA, INC. FOR FIRST MILE HORIZONTAL LEVEE PROJECT DESIGN AND PERMITTING SERVICES IN THE AMOUNT OF \$1,174,998

Recommendation

Approve a motion authorizing the General Manager to Execute an Agreement with Anchor QEA, Inc.

Strategic Plan Linkage

5. **Resilience:** Champion resilience for communities and the environment through regional leadership and advancing priority programs to support the Member Agencies in achieving their sustainability goals.
 - b. Advance concepts for shoreline adaptation and climate resilience.

Background

As described in Item No. FM8, EBDA has served as the project manager and champion of the First Mile Horizontal Levee Project since 2019. The project, which completed 30% design in 2024, has the following goals:

- Implement a full-scale demonstration of the horizontal levee concept,
- Contribute to reducing current and future flood risk for the HASPA planning area,
- Enhance habitat for special status and native wetland-dependent species,
- Make existing habitats more resilient to sea level rise,
- Provide public access to the Hayward Regional Shoreline that is resilient to sea level rise,
- Support recreational and social benefits to nearby communities, and
- Improve water quality in San Francisco Bay.

In December 2024, EBDA's Commission authorized the General Manager to enter into a new funding agreement to implement the next phase of work on the First Mile Project under a new grant from the EPA Region IX Water Quality Improvement Fund (WQIF). Under the Funding Agreement, which runs through February 14, 2028, the Association of Bay Area Governments (ABAG), as fiscal agent for the San Francisco Estuary Partnership (SFEP), committed to reimbursing EBDA for external project expenses up to \$1,175,000 for design and permitting work on the First Mile Project. Staff has proposed that the agreement be amended to add additional scope, as described in Item No. FM8.

Discussion

Working closely with staff from SFEP and East Bay Regional Park District (EBRPD), which owns the site on which the First Mile Horizontal Levee would be built and manages the Hayward Area Shoreline Planning Agency (HASPA), EBDA staff issued a request for proposals for First Mile Horizontal Levee Project design and permitting services in February 2025. In April 2025, the Authority received three proposals from very qualified teams. The proposals, interviews, and responses to follow-up questions were evaluated

by a selection team including EBDA, SFEP, and EBRPD staff, and a team led by Anchor QEA, Inc. was deemed the most qualified to perform the work.

Staff negotiated the attached scope of work with Anchor QEA, Inc. to advance the project through 60% design and permitting. The scope also includes coordination with other elements of the Pivot Points grant described in Item No. FM8, including the HASPA Shoreline Implementation Plan and regional community engagement efforts.

Staff is continuing to work with partners to identify grant funds to implement future phases of the project including final design and implementation. While the availability of federal funds in the future is uncertain, potential state sources include the Prop 4 Climate Bond and Measure AA, implemented by the San Francisco Bay Restoration Authority.

Scope of Work

May 7, 2025

First Mile Horizontal Levee Project

East Bay Dischargers Authority

Phase 1 Scope of Work and Deliverables

Task 1: Project Management

The Anchor QEA team (hereafter referred to as the Consultant Team) will provide a detailed work plan with key decision points and an associated schedule within 10 business days of contract execution. No later than June 30, 2025, a virtual kickoff meeting will be held with stakeholders (to be determined by the East Bay Dischargers Authority [EBDA], East Bay Regional Park District [EBRPD] and San Francisco Estuary Partnership [SFEP] in consultation with Consultant Team and Hayward Area Shoreline Planning Agency [HASPA] trustee agency partners). The Consultant Team will also provide monthly progress reports and invoices that align with SFEP's Water Quality Improvement Fund (WQIF) grant administration requirements.

Task 1 deliverables include:

- Meeting agenda for kickoff meeting (PDF file)
- Meeting notes for kickoff meeting provided as a summary email
- Monthly progress reports with budget status and invoice (PDF file)
- Detailed work plan and project schedule (PDF file)

Task 1 assumptions include:

- This task includes project management for the duration of Phase 1, estimated at 13 months from May 2025 through May 2026. The Consultant Team will prepare agendas and circulate action items for each monthly progress meeting with EBDA, SFEP, and EBRPD. Up to three Consultant Team staff will attend progress meetings based on topics covered.
- There will be one virtual kick-off meeting with up to four Consultant Team staff in attendance.
- All project management meetings will be held virtually.
- One draft Microsoft Project schedule will be prepared in Task 1 and managed as part of the other tasks.

Task 2: Data and Information Collection

The Consultant Team will review existing data and deliverables from the project's 30% design phase. This includes, but is not limited to, geotechnical reports, geologic and hazard mapping, hydrologic and hydraulic modeling information, stormwater infrastructure as-builts, topographic data, groundwater conditions, and reports on contaminants of concern affecting water quality.

Additionally, the Consultant Team will incorporate publicly available data to augment project design and environmental documentation.

Geotechnical Investigation

The Consultant Team will conduct a geotechnical investigation program consisting of cone penetration testing (CPT) and borings to characterize the engineering behavior of soils and identify interpreted thickness ranges along the levee alignment. The CPTs will be completed prior to borings to inform target sampling intervals within the borings, particularly for collection of relatively undisturbed samples of Bay mud. The Consultant Team will conduct shear wave velocity profiling during at least one CPT to determine the seismic site class. Anticipated investigation depths will range from a minimum of 30 feet below the marsh grade for borings, 50 feet for CPTs, and up to 100 feet or practical refusal, whichever is shallower, for the seismic CPT.

Given the project levee's location near a UPRR line, the Consultant Team will coordinate with UPRR as needed to make sure field explorations do not interfere with Union Pacific Railroad's (UPRR's) operations. Adjacent to Bockman Canal are buried utilities and a buried rail line that could be in the zone of influence from the surcharge loading of the new levee construction. The Consultant Team will develop the field investigation program to ensure these concerns are addressed, including potholing to determine the actual location of the buried rail line. A geotechnical report will be prepared to document the results of the geotechnical investigation program.

Boundary and Topographic Surveys

The Consultant Team will develop a topographical survey map using the project's existing LiDAR data and field confirmation. The survey map will identify utilities, including sewer, water valves, hydrants, meter boxes, storm drains, and marked utilities.

Additionally, the Consultant Team will conduct a boundary survey, including determining and mapping the UPRR right-of-way. The Consultant Team will coordinate with UPRR as needed to complete the boundary survey.

Task 2 deliverables include:

- Geotechnical report (draft and final; PDF files)
- Topographical survey (PDF file)
- Boundary survey (PDF file)

Task 2 assumptions include:

- The geotechnical field program will include borings to depths of up to 30 feet below existing grade and CPTs to depths of up to 50 feet below existing grade with truck-mounted drilling equipment. It is assumed that the drilling can be completed within 2 days and the CPTs can be advanced within one day.

- The geotechnical investigation program will avoid impacts to jurisdictional wetlands and waters; therefore, federal and state regulatory permits for the geotechnical investigation will not be required.
- It is assumed that supplementary delineations of aquatic resources will not be required. If additional effort is required based on progression of design and mitigation, scope and budget modification may be required.
- Task 2 includes a boundary survey and terrestrial survey but does not include an updated LiDAR survey. The design will utilize the current 2020 LiDAR topography survey (with its 2021 and 2022 supplemental field data updates).
- EBDA will provide the controls that were used for the 2020 LiDAR topography survey.

Task 3: Governance and Coordination

In collaboration with EBDA and SFEP, the Consultant Team will engage with the community and stakeholders as described below.

Community Engagement

The Consultant Team will:

- Review relevant site information and previous community engagement including previous planning studies such as Hayward Shoreline Adaptation Master Plan.
- Conduct a site visit and photo document the site for potential community engagement material use, and topics/themes for engagement.
- Develop graphics and 3D renderings of the project concept suitable for community consultation.
- Attend up to 12 virtual planning meetings with Consultant Team, EBDA and SFEP to understand the community engagement strategy, project program, technical issues and design direction.
- Support SFEP and EBDA on up to three townhall community meetings (in-person).

HASPA Engagement

Based on the processing of community input gathered through the community engagement process, the Consultant Team will integrate community benefits into the design development work and coordinate with HASPA on evaluating community benefit implementation, including providing technical input to the HASPA team. The Consultant Team will:

- Attend up to 3 virtual meetings with HASPA, to support the provision of community informed input to the HASPA Vision and Governance evaluation under the Pivot Points Grant managed by EBRPD.
- Attend up to 6 virtual meetings with EBDA and SFEP to coordinate HASPA coordination.

Stakeholder Coordination

In parallel with community engagement, the Consultant Team will support EBDA in consulting additional stakeholders to ensure the project's alignment with broader stakeholder initiatives or concerns—specifically long-term stormwater management and flood hazard protection. We anticipate engaging with a diverse set of stakeholders at the direction of EBDA, such as the following:

- East Bay Regional Park District
- Oro Loma Sanitary District
- Hayward Area Recreation and Park District, Alameda County Flood Control and Water Conservation District, and Alameda County Mosquito Abatement District
- San Francisco Estuary Institute
- Greenbelt Alliance
- Bay Area Trails Collaborative

The Consultant Team has included up to 12 hours of time for two staff to support EBDA in identifying and engaging with stakeholders. The Consultant Team will also support EBDA in up to three 1-hour virtual stakeholder meetings including the development of meetings agendas and documenting meeting notes.

UPRR Coordination

The Consultant Team's railroad specialist, RailPros, will identify and address issues, risks, and challenges with UPRR to find mutually beneficial solutions to the extent practicable. The Consultant Team will engage with UPRR throughout Phase 1 including during design developing and permitting. The level of effort was estimated based on RailPros' past experience and assumes up to 165 hours of support. The Consultant Team will also support coordination and planning related to the relocated Capitol Corridor passenger rail service and its effects on the project.

Federal Emergency Management Agency (FEMA) Levee Coordination

Following 60% design, the Consultant Team will develop a memorandum summarizing the approach to secure FEMA levee certification in coordination with the project design and future planning for sea level rise adaptation. Review of FEMA guidance documents will focus on aligning the project's design with certification requirements. Establishing this roadmap now will help streamline the certification process when the levee is ready for formal evaluation.

Task 3 deliverables include:

- Community meeting presentation materials (graphics and up to 1 3D rendering for each meeting, PDF file)
- HASPA engagement meeting notes (PDF file)

- Stakeholder coordination meeting agendas and notes (PDF file)
- UPRR coordination meeting notes (PDF file)
- FEMA Levee Certification approach memorandum (PDF file)

Task 3 assumptions include:

- One consultant team member will facilitate the community meetings, with participation from up to 2 additional team members. Up to three community meetings will be held in person.
- SFEP will prepare meeting notes and arrange logistics for the community meetings, including scheduling, meeting room reservations, table tents, sign-in sheets, and any refreshments.
- The effort does not include fees for plotting, copies and reproduction for drawings, booklets, boards, reports, meeting handouts, and renderings for in-person community meetings.
- The effort does not include postage, shipping, delivery and messenger expenses.
- Community outreach subtask does not include identifying and recruiting community-based organizations (CBOs). The subtask does not include applying for, securing, or managing micro grants for CBO participation.
- A portion of the time to coordinate with affected stakeholders will occur during design phase technical stakeholder review workshops (see Task 4).

Task 4. 60% Design

The 60% design documents will provide details and refinements to the current 30% plan set. Based on the new data gathered and analyzed in Tasks 2 and 3, the Consultant Team will develop the project's design considerations and concepts into the 60% design.

Two technical multi-disciplinary/stakeholder workshops will be conducted to enhance technical coordination that will impact the design. The Consultant Team will compile comments from the technical stakeholder workshops in a summary matrix with responses. Each workshop will be four hours in duration and up to three staff will attend each. Anticipated technical stakeholders include Alameda County Flood Control Water Conservation District, EBRPD, UPRR, Oro Loma Sanitary District, UC Berkeley, and other horizontal levee technical specialists.

Hydrologic and Hydraulic Analyses

Using available data and models from Task 2, the Consultant Team will conduct hydrologic and hydraulic analyses to refine the flood protection design, including the water control structure sizing and locations, and the ecotone and horizontal levee layout, slopes, and levee crest elevations. The Consultant Team will develop a modeling strategy to set hydrographs for areas draining to the project site if needed, including flows from the Skywest Golf Course assuming an agreed-upon future developed condition. Hydrographs based on 24-hour storm events will be developed for the 2-year (50%), 10-year (10%), and 100-year (1%) recurrence intervals to model a range of runoff scenarios. The HEC-HMS (or similar) software model will be used to develop the 24-hour storm hydrographs,

with the precise mode to be determined based on available data. The Consultant Team will compare model results against existing data sources to confirm the hydrologic modeling results are reasonable.

The Consultant Team will combine results from the hydrologic modeling with topography data and tidal information (with and without one selected sea level rise scenario) as inputs to HEC-RAS, a 1D and 2D hydraulic modeling software program developed by the U.S. Army Corps of Engineers (USACE). The hydraulic model will analyze storm event hydraulics with and without future sea level rise in the project area, including water surface elevations, flows, and velocities and results will be depicted in inundation maps for critical event combinations. The hydraulic modeling will demonstrate the project's ability to maintain or improve the existing flood protection for nearby stakeholders. Results will be summarized in a modeling memorandum that will ultimately be appended to the 60% Basis of Design Report.

Geotechnical Analyses and Levee Design

Geotechnical analyses will reference data from the Task 2 geotechnical investigations, including seepage and stability analyses for representative levee sections and assessments of impacts from sea level rise and seismic activity. Additionally, the Consultant Team will examine the impacts of levee-induced consolidation settlement on existing and new infrastructure. The Consultant Team will provide strategic advice on phased construction to manage stresses on the Bay mud. In addition, the Consultant Team will propose overbuild requirements for the levee to ensure target elevations are achieved following consolidation settlement. Analyses' results will be documented in the 60% Basis of Design Report.

To align with FEMA levee certification requirements, the levee design and analyses will adhere to standards specified in 44 *Code of Federal Regulations* (CFR) 65.10. Shannon and Wilson will review the 60% design to evaluate whether it meets geotechnical recommendations and certification standards.

Landscape Architecture and Irrigation Design

The Consultant Team's civil engineers, landscape architects, and irrigation specialists will closely coordinate with EBDA to design treated effluent conveyance systems that are durable and reliable. This will include designing the top of the new levee with a minimum 1% incline towards the marsh to prevent ponding, which will enhance usability and maintenance. The Consultant Team will also review the latest pilot study findings to inform a vegetation design for the ecotone and horizontal levees. The vegetation will need to accommodate marsh conditions and freshwater input from the effluent system.

The Consultant Team will integrate a future Bay Trail public access alignment in the new levee design and ensure the levee grading and width are compatible with maximizing multimodal and ADA in the

future. During 60% design, the Consultant Team will also integrate future community benefits identified in Task 3 by ensuring final grades and materials are suitable foundations for future community benefit improvements. The Consultant Team will develop a Landscape Architectural Site Plan locating proposed landscape architectural elements.

Water Conveyance Design

The Consultant Team will design water conveyance from the Oro Loma Water Pollution Control Plant to the horizontal levee treatment area, including buried pipelines, flow control structures (valves, meters, distribution boxes), electrical/systems integration, and mechanical upgrades.

Subsurface Wastewater Treatment System Design

The Consultant Team will review the available materials from the Oro Loma experimental horizontal levee pilot study, as well as other regional horizontal levee projects. During one of the two multi-disciplinary/stakeholder workshops, the Consultant Team will invite UC Berkeley and other local technical stakeholders experienced in horizontal levee design and implementation to discuss the pilot project takeaways and relevant lessons learned for incorporation into this project. The Consultant Team will then proceed with the design of the subsurface treatment system design based on the pilot study results and its local knowledge on material type availability and constructability. The Consultant Team's landscape architects, geotechnical, and mechanical engineers will work in tandem on the treatment system design. The target design parameters of the treatment system will be defined, including the anticipated nutrient removal rate for the NPDES permit application, as well as define the potential long-term operation and maintenance expectations. The water quality design criteria and proposed 60% design will be summarized in a brief memorandum appended to the 60% Basis of Design Report and depicted on the 60% Design Drawings.

Design Documents

The Consultant Team will prepare the following 60% engineering design documents including:

- 60% Design Drawings
- 60% Basis of Design Report including an opinion of probable construction cost, discussion on construction strategy and logistics, and water quality discussion with an appended memo
- 60% Technical Specifications Outline

The design drawings will be advanced to the 60% design level and are anticipated to include the following sheets:

- Title Sheet
- Legend, Abbreviations and Notes
- Site Access, Staging, and Stockpiling
- Site Plan
- Existing Conditions
- Clearing and Grubbing
- Temporary Erosion and Sediment Control Plan

- Grading Plan and Profile Stationing
- Grading Sections
- Water Control Structure Details
- Subsurface Wastewater Treatment System Plan and Details
- Wastewater Piping Plan, Profile, and Details
- Infiltrator System Piping Plan and Details
- Site Electrical
- Irrigation Plans
- Planting Plans
- Landscape Architecture Site Plan and Details

The Consultant Team will develop a draft engineering Basis of Design Report, which will include design criteria, assumptions, and calculations. The 60% Basis of Design Report will also document completed survey and engineering analyses including the hydrologic and hydraulic modeling analysis and geotechnical analysis. The Basis of Design Report will include an Association for the Advancement of Cost Engineering International (AACEI) Class 2 opinion of probable construction cost estimate, as well as a discussion on construction strategy and logistics.

Lastly, the Consultant Team will prepare a technical specifications table of contents utilizing the latest edition of the Construction Specification Institute (CSI) format. The table of contents will identify specification division and sections required to document all aspects of the design and construction.

Task 4 deliverables include:

- Meeting agendas for technical multi-disciplinary/stakeholder workshops and meeting notes from two technical multi-disciplinary/stakeholder workshops (all PDF files)
- Hydrology and Hydraulics Memorandum (PDF file)
- Subsurface Wastewater Treatment Design Water Quality Memorandum (PDF file)
- 60% Design Drawings (PDF file)
- 60% Basis of Design Report (PDF file)
- 60% Technical Specification Table of Contents (PDF file)

Task 4 assumptions include:

- No interim design submittals of the design documents will be provided, excluding technical workshop materials for design discussions.
- It is assumed that EBDA will provide the 30% AutoCAD drawings for use in the development of the 60% drawings.
- This scope does not include design review and incorporation of revisions from federal or state agencies.
- This scope does not include sediment characterization of onsite excavation materials for onsite reuse, nor does it include water quality modeling or additional data collection.

- The percent removal of nutrients, coliforms, pharmaceuticals, and trace organics will be estimated based on removal rates measured during the pilot study and other field demonstrations of similar treatment processes.
- Design optimization for pollutant removal will be based on mimicking, to the extent practicable, the best performing plot characteristics from the pilot study.
- Irrigation details and planting details will not be provided at 60% design and will be incorporated into the 90% design in Phase 2.

Task 5: California Environmental Quality Act (CEQA) and Permitting Strategy

Project Description

The Consultant Team will develop a clear and defensible project description for use in CEQA compliance and permitting efforts based on the 60% design. The project description will clearly define project construction elements such as grading, fill, wastewater conveyance infrastructure, habitat features and improvements, materials sourcing, phasing, and construction methods. Information on jurisdictional resources and habitat impacts and offsetting habitat improvements will also be included.

CEQA Strategy

The CEQA strategy for the project involves the project qualifying as statutorily exempt in accordance with the statutory exemption for nature-based shoreline resilience projects (PRC Section 21080.56 or the Statutory Exemption for Restoration Projects [SERP]). The Consultant Team will review the project with EBDA, EBRPD, SFEP, and CDFW Cutting the Green Tape staff to confirm that it meets the criteria for the SERP.

Permitting Strategy

The Consultant Team's permitting lead, WRA, will develop a permitting roadmap, outlining the project's critical path and key subtasks, permit application timelines, required materials, and key decisions. This roadmap will define permitting milestones and trackable action items to ensure a streamlined approval process.

Compensatory Mitigation Strategy. Based on input from the Bay Restoration Regulatory Integration Team (BRRIT), the project's mitigation obligation will depend on the alternatives analysis.

Accordingly, the Consultant Team will develop the project's compensatory mitigation strategy in tandem with the alternatives analysis as early in the project's design process as possible. The compensatory mitigation strategy will consider incorporation of a gravel or shoreline beach component (consistent with BRRIT comments), potential mitigation credit associated with proposed floodplain bench lowering along Sulphur Creek, and exploration of potential marsh restoration opportunities along the shoreline.

To further refine these strategies, the Consultant Team will conduct three workshops to explore compensatory mitigation concepts with EBDA. Initial ideas will be refined based on feedback at these sessions, ensuring that proposals are responsive to both EBDA's preferences and BRRIT requirements as stated in the letters they have issued to date for the project. The Consultant Team will re-engage with the BRRIT once a draft mitigation strategy and alternatives analysis are developed; this will enable BRRIT members to review the complete proposal and provide more informed feedback on the project.

Alternatives Analysis. The BRRIT agencies have highlighted the need for a thorough alternatives analysis, with distinct requirements from each entity, as follows:

- The San Francisco Bay Regional Water Quality Control Board (RWQCB) focuses on projected changes to aquatic resources over time.
- USACE emphasizes a comparison of pre- and post-project conditions.
- The San Francisco Bay Conservation and Development Commission (BCDC) requires an evaluation of potential visual impacts to the Bay and adjacent marshes.

The Consultant Team plans to address all these needs through a consolidated Section 404(b)(1) Alternatives Analysis document.

Biological Resources Technical Report (BRTR). To support both permitting and CEQA, the Consultant Team will prepare a BRTR that will integrate data from the existing Preliminary Design Report and attachments to cover all project activities and potential mitigation strategies. The Consultant Team will first prioritize identification of potential compensatory mitigation sites so they can be included in any field and desktop evaluations needed to prepare the BRTR. The Consultant Team will then lead any additional fieldwork necessary to generate a BRTR for the project.

Section 7 Biological Assessments. Because federally protected species subject to the jurisdiction of both National Marine Fisheries Service (NMFS) and U.S. Fish and Wildlife Service are present or have moderate potential to occur in the project's vicinity, USACE is expected to consult with each agency under Section 7 of the Endangered Species Act. Based on input received from the BRRIT and review of BRRIT's comments on this project, the Consultant Team will prepare a separate federal-format BA for each agency to streamline their review and approval. Although basic project details and background information are expected to be the same across these documents, the analysis provided in each BA will be tailored to each agency's preferences. The NMFS BA will include an Essential Fish Habitat (EFH) Assessment consistent with the Magnuson Stevens Fisheries Management Act.

California Department of Fish and Wildlife (CDFW) Permitting. In fall 2024, CDFW's permitting authority through Restoration Management Permits (RMPs) was expanded to include CDFW's typical authorities under the California Endangered Species Act (CESA) and Section 1602 provisions for the Lake or Streambed Alterations. With this recent change, qualifying restoration projects can obtain a

single CDFW permit that covers CDFW's distinct regulatory authorities. The Consultant Team will prepare documentation for approval under the RMP.

BCDC Permitting. BCDC has indicated the project will likely require reviews by the Engineering Criteria Review Board (ECRB) and possibly the Design Review Board (DRB). The Consultant Team will prepare a customized BCDC application package, using a proven "supplemental information" structure that simplifies agency review.

RWQCB Permitting. BRRIT comments indicate the project may qualify for the Statewide Restoration General Order (SRGO), a streamlined RWQCB permitting process for restoration projects. The final mitigation strategy will be incorporated into the SRGO application to facilitate RWQCB review. Should the project not qualify under the SRGO, the Consultant Team will prepare all materials needed for a Section 401 Water Quality Certification from the RWQCB.

USACE Permitting. To date, USACE has not identified a specific permitting pathway for the project in BRRIT comments. Based on the project, the Consultant Team anticipates an Individual Permit (IP) or Letter of Permission (LOP) will be required due to wetland and waters conversion to upland, making Nationwide Permit 27 unlikely. The Consultant Team will prepare a permit application package that details project impacts to waters of the United States based on the existing aquatic resources delineation. If additional areas are included (e.g., for compensatory mitigation), the Consultant Team will conduct an additional field delineation to incorporate these additional areas into the project's delineation maps. The application will also include the Section 404(b)(1) Alternatives Analysis, Section 7 BAs, and Section 106 documentation supporting federal consultations.

Tribal and Cultural Resources. The Consultant Team will conduct Tribal outreach in accordance with Assembly Bill 52 and prepare Section 106 documentation to support USACE permitting under the Clean Water Act. The documentation will assess potential impacts to cultural and historic resources in the project area, in compliance with Section 106 of the National Historic Preservation Act. Tasks include conducting a thorough literature review, records search, and field survey, as needed, to identify any cultural resources and evaluate their eligibility for listing in the National Register of Historic Places.

Monitoring and Adaptive Management Plan. A Monitoring and Adaptive Management Plan (MAMP) will be developed to track project performance after implementation and ensure compensatory mitigation success. The Consultant Team will develop the MAMP after BRRIT approval of the compensatory mitigation strategy, allowing it to comprehensively cover all mitigation areas. The MAMP will be included in the project's permit applications. During development, the Consultant Team will lead two workshops with EBDA and EBRPD to ensure the plan aligns with expectations and management capacity.

BRRIT Meetings and Coordination. Both Anchor QEA and WRA have direct experience working with the BRRIT. To maintain project momentum and streamline permitting, we recommend engaging with the BRRIT after completing key milestones, such as the compensatory mitigation strategy, alternatives analysis, BRTR, Section 7 BAs, and CDFW permitting materials. These meetings will be combined whenever possible. This task includes up to six meetings with the BRRIT to discuss the project.

Task 5 deliverables include:

- CEQA strategy (draft and final Word files; final PDF file)
- Permit strategy (draft and final Word files; final PDF file)
- Meeting agendas and meeting notes from workshops and meetings
- Compensatory mitigation strategy (draft and final Word files; final PDF file)
- Alternatives analysis (draft and final Word files; final PDF file)
- Biological Resources Technical Report (draft and final Word files; final PDF file)
- Section 7 Biological Assessments (draft and final Word files; final PDF file)
- Restoration Management Permit application (draft and final Word files; final PDF file)
- BCDC permit application (PDF file)
- RWQCB permit application (draft and final Word files; final PDF file)
- USACE permit application (PDF file)
- Tribal and cultural resources assessment (draft and final Word files; final PDF file)
- Monitoring and Adaptive Management Plan (draft and final Word files; final PDF file)

Task 5 assumptions include:

- CEQA documentation will be in the form of a statutory exemption for nature-based shoreline resilience projects (PRC Section 21080.56 or the SERP). Preparation of a project-specific Initial Study/Mitigated Negative Declaration (IS/MND) or Environmental Impact Report (EIR) will not be required. Preparation of materials for including the project in a programmatic EIR will not be required.
- The Consultant Team will prepare draft and final versions of all permitting documentation.
- It is assumed that the design will not substantially change after the CEQA NOE is complete and permit applications are underway.
- No new renderings beyond those prepared for Task 3 will be required to support the Alternatives Analysis.
- No protocol-level special-status species surveys are proposed with this scope of work.
- The only technical assessments that will be prepared are those noted above related to biological resources and tribal and cultural resources.
- EBDA will be responsible for filing the NOE and for payment of permit application and CEQA filing fees.

- The Consultant Team will prepare draft and final meeting notes for each agency meeting.
- The Consultant Team will prepare a BRRIT Correspondence Log to track meeting dates and key pre-application feedback.
- Preparation of responses to agency comments and participation in DRB or ECRB meetings will be covered in Task 10 in Phase 2.

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