



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

**ITEM NO. 12**

**FINANCIAL MANAGEMENT COMMITTEE AGENDA**

**Monday, September 15, 2025**

**11:00 AM**

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

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

**FM1. Call to Order**

**FM2. Roll Call**

**FM3. Public Forum**

**FM4. Disbursements for July and August 2025**  
(The Committee will review the List of Disbursements.)

**FM5. Preliminary Treasurer's Reports for July and August 2025**  
(The Committee will review the Treasurer's Report.)

**FM6. Preliminary Fourth Quarter Expense Summary, Fiscal Year 2024/2025**  
(The Committee will review the fourth quarter expenses for FY 2024/2025.)

**FM7. Resolution Approving Revisions to the Authority's Investment Policy and Investment Strategy**  
(The Committee will consider the resolution.)

**FM8. 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](mailto: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  
September 15, 2025

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  
October 13, 2025 at 11:00 am**



**EAST BAY DISCHARGERS AUTHORITY**  
**List of Disbursements**  
**July 2025**

Check #	Payment Date	Invoice #	Vendor Name	Description	Invoice Amount	Disbursement Amount
10138	07/31/2025	042425D	PUMP REPAIR SERVICE	HEPS EFFLUENT PUMP REPLACEMENT	75,498.00	78,309.00
	07/31/2025	042426D	PUMP REPAIR SERVICE	HEPS EFFLUENT PUMP REPLACEMENT	2,811.00	
10129	07/31/2025	34145	ANCHOR QEA, INC	FIRST MILE PROJECT	48,423.36	48,423.36
10143	07/31/2025	3199	UNION SANITARY DISTRICT	UEPS O&M, PG&E, FM MAINTENANCE - JUN	42,719.68	42,719.68
10112	07/15/2025	7458	CSRMA	ALLIANT PROPERTY INSURANCE PROGRAM RENEWAL	40,125.90	40,125.90
10132	07/31/2025	401241	CITY OF SAN LEANDRO	MDF O&M, EFFLUENT MONITORING, FM MAINTENANCE - MAY	33,152.07	33,152.07
10127	07/15/2025	0046041-2025	THE WATER RESEARCH FOUNDATION	UTILITY MEMBERSHIP	30,500.00	30,500.00
10134	07/31/2025	3332184	DUANE MORRIS LLP	SPECIALIZED LEGAL SERVICES - CARGILL BRINE PROJECT	13,103.50	13,103.50
10114	07/15/2025	463185	E&M ELECTRIC & MACHINERY, INC	HISTORIAN & AVEVA REPORTS RENEWAL	9,844.33	10,494.33
	07/15/2025	463338	E&M ELECTRIC & MACHINERY, INC	SOFTWARE SUPPORT AGREEMENT RENEWAL	650.00	
10130	07/31/2025	59646	CALCON	MDF PREVENTIVE MAINTENANCE	2,644.00	8,760.68
	07/31/2025	59507	CALCON	OLEPS PREVENTIVE MAINTENANCE	1,983.00	
	07/31/2025	59636	CALCON	HEPS PREVENTIVE MAINTENANCE	1,322.00	
	07/31/2025	59502	CALCON	MDF INTRUDER ALARM & OLD NETWORKING EQUIPMENT	1,148.68	
	07/31/2025	59503	CALCON	OPS CENTER NETWORK SECURITY AND SCADA PROGRAMMING & BACKUP	1,002.00	
	07/31/2025	59635	CALCON	SKYWEST PREVENTIVE MAINTENANCE	661.00	
10113	07/15/2025	048	CURRIE ENGINEERS, INC	PROJECT / CONSTRUCTION MANAGER SVCS - WORK ORDER NO. 2	8,175.00	8,175.00
10126	07/15/2025	2025250103644	THATCHER COMPANY OF CA, INC	SODIUM BISULFITE - DELIVERED 6/13/2025	7,715.19	7,715.19
10137	07/31/2025	34739	INTEC SOLUTIONS INC	OLEPS VFD PMS	5,936.34	5,936.34
10141	07/31/2025	18815	REGIONAL GOVERNMENT SERVICES	MANAGEMENT AND ADMINISTRATIVE SERVICES	5,455.31	5,455.31
10136	07/31/2025	74610	H.T. HARVEY	BIOSOLIDS SUITABILITY ASSESSMENT	4,061.45	4,061.45
10140	07/31/2025	16023	REDWOOD PUBLIC LAW, LLP	LEGAL SERVICES	2,946.50	2,946.50
10123	07/15/2025	226156	MEYERS NAVE	LEGAL SERVICES - BRINE PROJECT	2,655.00	2,655.00
10104	07/15/2025	BayCAN26_21	ACTERRA	BAYCAN ANNUAL MEMBERSHIP	2,500.00	2,500.00
10115	07/15/2025	14109	EAST BAY LEADERSHIP COUNCIL	MEMBERSHIP DUES	2,500.00	2,500.00
10128	07/15/2025	4246-0445-5568-7627	U.S. BANK	PURCHASING CARD EXPENSES	1,650.71	1,650.71
10110	07/15/2025	52205701	CITY OF HAYWARD	EMPLOYEE BENEFIT PROGRAMS - JUL	1,341.70	1,341.70
10124	07/15/2025	04-06/25	MICHAEL S. CONNOR	QUARTERLY HEALTH PREMIUM REIMBURSEMENT	1,183.68	1,183.68
10121	07/15/2025	04-06/25	LINDA M. ADAMS	QUARTERLY HEALTH PREMIUM REIMBURSEMENT	1,147.50	1,147.50
10119	07/15/2025	24829210	JOHNSON CONTROLS	FIRE ALARM MONITORING AGREEMENT	910.00	910.00
10108	07/15/2025	731511	CALTEST	LAB TESTING SERVICES	723.24	723.24
10107	07/15/2025	T188916	BAY AREA AIR QUALITY MGMT DISTRICT	HEPS PERMIT TO OPERATE	687.00	687.00
10117	07/15/2025	69093	FOR2FI	MDF TELEPHONE SERVICE	664.97	664.97
10109	07/15/2025	04-06/25	CHARLES V. WEIR	QUARTERLY HEALTH PREMIUM REIMBURSEMENT	552.48	552.48
10120	07/15/2025	04-06/25	KARL D. ROYER	QUARTERLY HEALTH PREMIUM REIMBURSEMENT	552.48	552.48

**EAST BAY DISCHARGERS AUTHORITY**  
**List of Disbursements**  
**July 2025**

Check #	Payment Date	Invoice #	Vendor Name	Description	Invoice Amount	Disbursement Amount
10125	07/15/2025	50478	R-COMPUTER	COMPUTER SOFTWARE	540.00	540.00
10118	07/15/2025	114400	HUNT EQUIPMENT	OLEPS AST REPLACE SAFETY WARNING SIGNS	495.53	495.53
10106	07/15/2025	20210105.02-25	ASCENT ENVIRONMENTAL, INC	CONSULTING SERVICES - CARGILL CEQA	302.50	302.50
10142	07/31/2025	2025141726	UNDERGROUND SERVICE ALERT 811	LESS THAN MINIMUM NUMBER OF BILLABLE TICKETS	300.00	300.00
10105	07/15/2025	3134132	ALLIANT INSURANCE	ALLIANT MOBILE VEHICLE PROGRAM RENEWAL	282.00	282.00
10116	07/15/2025	10110000001	EBMUD	MDF WATER & SEWER SERVICE	262.26	262.26
10122	07/15/2025	12236	MBC CUSTODIAL SERVICES INC	JANITORIAL SERVICES - JUL	208.00	208.00
10111	07/15/2025	58664	COMPUTER COURAGE	WEBSITE HOSTING	150.00	150.00
10131	07/31/2025	4419933-CAL	CALTRONICS	COPIER USAGE AND MAINTENANCE	128.89	128.89
10133	07/31/2025	58653	COMPUTER COURAGE	WEBSITE SUPPORT AND UPDATES	90.00	90.00
10135	07/31/2025	44777800001	EBMUD	ADMIN WATER SERVICE	66.58	66.58
10139	07/31/2025	251314	R-COMPUTER	COMPUTER SOFTWARE SUPPORT	55.00	55.00
<b>TOTAL CHECKS</b>					<b>359,827.83</b>	<b>359,827.83</b>
<b>ELECTRONIC PAYMENTS</b>						
	07/23/2025	100000017971630	CALPERS	CalPERS CLASSIC UAL CONTRIBUTION	42,988.00	42,988.00
	07/30/2025	--	ADP, LLC	PAYROLL PERIOD: 7/16-31/2025	27,858.64	27,858.64
	07/14/2025	--	ADP, LLC	PAYROLL PERIOD: 7/01-15/2025	25,265.64	25,265.64
	07/01/2025	5105948980-0	PG&E	GAS & ELECTRIC SERVICE	14,009.38	14,009.38
	07/08/2025	100000017956713	CALPERS	HEALTH PREMIUMS - JUL	8,319.94	8,319.94
	07/16/2025	100000017953353	CALPERS	PENSION CONTRIBUTION, CLASSIC 7/01 - 15/2025	6,032.62	6,032.62
	07/03/2025	100000017922574	CALPERS	PENSION CONTRIBUTION, CLASSIC 6/16 - 30/2025	5,877.93	5,877.93
	07/07/2025	15713	REDWOOD PUBLIC LAW, LLP	LEGAL SERVICES	2,698.00	2,698.00
	07/17/2025	6713276	MISSION SQUARE	DEFERRED COMPENSATION CONTRIBUTION 7/15/2025	2,123.29	2,123.29
	07/07/2025	6684264	MISSION SQUARE	DEFERRED COMPENSATION CONTRIBUTION 6/30/2025	2,115.22	2,115.22
	07/25/2025	1003047976	STATE COMPENSATION INSURANCE FUND	WORKERS COMPENSATION PREMIUM - JUL	1,422.24	1,422.24
	07/17/2025	51048304397166	AT&T	MDF TELEPHONE SERVICE	403.49	403.49
	07/23/2025	100000017971642	CALPERS	CalPERS PEPRA UAL CONTRIBUTION	244.00	244.00
	07/24/2025	CD_001154324	RINGCENTRAL INC	DIGITAL PHONE SERVICE - JUL	208.88	208.88
	07/07/2025	--	ADP, LLC	PAYROLL FEES, 6/16-30/2025	111.66	111.66
	07/03/2025	25079875313	INTERMEDIA.NET INC	EMAIL EXCHANGE HOSTING	98.72	98.72
	07/18/2025	--	ADP, LLC	PAYROLL FEES, 7/01-15/2025	94.37	94.37
	07/25/2025	6117408615	VERIZON WIRELESS	WIRELESS PHONE SERVICE	63.57	63.57
<b>TOTAL ELECTRONIC PAYMENTS</b>					<b>139,935.59</b>	<b>139,935.59</b>
<b>TOTAL DISBURSEMENTS</b>					<b>499,763.42</b>	<b>499,763.42</b>

**EAST BAY DISCHARGERS AUTHORITY**  
**List of Disbursements**  
**August 2025**

Check #	Payment Date	Invoice #	Vendor Name	Description	Invoice Amount	Disbursement Amount
10146	08/15/2025	10241435	BACWA	MEMBERSHIP AND SPECIAL PROGRAMS FEES	567,812.00	567,812.00
10149	08/15/2025	353237	CITY OF HAYWARD	HEPS O&M APR-JUN	99,679.55	99,679.55
10144	08/15/2025	34879	ANCHOR QEA, INC	FIRST MILE PROJECT	40,595.66	40,595.66
10151	08/15/2025	401412	CITY OF SAN LEANDRO	MDF O&M, EFFLUENT MONITORING, FM MAINTENANCE - JUN	40,379.25	40,379.25
10163	08/28/2025	7152	ORO LOMA SANITARY DISTRICT	OLEPS O&M, ADMIN BUILDING, SKYWEST - JUN	19,561.72	37,298.95
	08/28/2025	7168	ORO LOMA SANITARY DISTRICT	OLEPS O&M, ADMIN BUILDING, SKYWEST - JUL	17,737.23	
10164	08/28/2025	7174	ORO LOMA SANITARY DISTRICT	2025/2026 LAND LEASE AND JANITORIAL SERVICES	10,700.00	10,700.00
10158	08/28/2025	59730	CALCON	COMMUNICATION SYSTEM UPGRADE	5,151.73	7,996.87
	08/28/2025	59723	CALCON	FORCE MAIN VAULT UPGRADES	1,878.00	
	08/28/2025	59731	CALCON	FORCE MAIN VAULT UPGRADES	516.00	
	08/28/2025	59732	CALCON	MDF INTRUDER ALARM & OLD NETWORKING EQUIPMENT	451.14	
10145	08/15/2025	NO. 5	AZYURA	WATERBITS HOSTING, REPORTING AND DATA MANAGEMENT	5,250.00	5,250.00
10161	08/28/2025	74739	H.T. HARVEY	BIOSOLIDS SUITABILITY ASSESSMENT	3,714.55	3,714.55
10156	08/15/2025	4246-0445-5568-7627	U.S. BANK	PURCHASING CARD EXPENSES	2,782.28	2,782.28
10159	08/28/2025	8462	CAYUGA INFORMATION SYSTEMS	IT SERVICES - JUN	1,785.00	2,598.75
	08/28/2025	8463	CAYUGA INFORMATION SYSTEMS	IT SERVICES - JUL	813.75	
10157	08/28/2025	20210105.02-26	ASCENT ENVIRONMENTAL, INC	CONSULTING SERVICES - CARGILL CEQA	2,580.90	2,580.90
10160	08/28/2025	3038	CROPPER ROWE LLP	AUDITING SERVICES	2,500.00	2,500.00
10166	08/28/2025	16483	REDWOOD PUBLIC LAW, LLP	LEGAL SERVICES	2,291.28	2,291.28
10162	08/28/2025	0108453	KOFFLER ELECTRICAL MECHNICAL	REFURBISH INJECTOR PUMP MOTOR	1,821.53	1,821.53
10150	08/15/2025	52205702	CITY OF HAYWARD	EMPLOYEE BENEFIT PROGRAMS - AUG	1,341.70	1,341.70
10147	08/15/2025	732305	CALTEST	LAB TESTING SERVICES	793.24	793.24
10165	08/28/2025	37292574	PITNEY BOWES INC	DIGITAL MAILING SYSTEM POSTAGE RESERVE ACCOUNT	400.00	400.00
10153	08/15/2025	3332185	DUANE MORRIS LLP	SPECIALIZED LEGAL SERVICES - NUTRIENT PERMIT	312.50	312.50
10155	08/15/2025	12279	MBC CUSTODIAL SERVICES INC	JANITORIAL SERVICES - AUG	208.00	208.00
10152	08/15/2025	58823	COMPUTER COURAGE	WEBSITE HOSTING	150.00	150.00
10154	08/15/2025	70398	FOR2FI	MDF TELEPHONE SERVICE	134.46	134.46
10148	08/15/2025	4438390-CAL	CALTRONICS	COPIER USAGE AND MAINTENANCE	32.07	32.07
				<b>TOTAL CHECKS</b>	<b>831,373.54</b>	<b>831,373.54</b>
				<b>ELECTRONIC PAYMENTS</b>		
	08/01/2025	5105948980-0	PG&E	GAS & ELECTRIC SERVICE	46,375.13	46,375.13
	08/14/2025	--	ADP, LLC	PAYROLL PERIOD: 8/01-15/2025	25,265.64	25,265.64
	08/28/2025	--	ADP, LLC	PAYROLL PERIOD: 8/16-31/2025	25,158.64	25,158.64
	08/05/2025	100000017992750	CALPERS	HEALTH PREMIUMS - AUG	8,196.54	8,196.54
	08/04/2025	100000017953371	CALPERS	PENSION CONTRIBUTION, CLASSIC 7/16 - 31/2025	6,032.62	6,032.62

**EAST BAY DISCHARGERS AUTHORITY**

**List of Disbursements**

**August 2025**

Check #	Payment Date	Invoice #	Vendor Name	Description	Invoice Amount	Disbursement Amount
	08/18/2025	100000017990158	CALPERS	PENSION CONTRIBUTION, CLASSIC 8/01 - 15/2025	6,032.62	6,032.62
	08/04/2025	6728357	MISSION SQUARE	DEFERRED COMPENSATION CONTRIBUTION 7/31/2025	2,123.29	2,123.29
	08/15/2025	6777578	MISSION SQUARE	DEFERRED COMPENSATION CONTRIBUTION 8/15/2025	2,123.29	2,123.29
	08/22/2025	1003047977	STATE COMPENSATION INSURANCE FUND	WORKERS COMPENSATION PREMIUM - AUG	886.41	886.41
	08/20/2025	CD_001181513	RINGCENTRAL INC	DIGITAL PHONE SERVICE - AUG	208.74	208.74
	08/08/2025	--	ADP, LLC	PAYROLL FEES, 7/16-31/2025	109.77	109.77
	08/05/2025	250810161049	INTERMEDIA.NET INC	EMAIL EXCHANGE HOSTING	98.72	98.72
	08/22/2025	--	ADP, LLC	PAYROLL FEES, 8/01-15/2025	94.37	94.37
	08/22/2025	6119928415	VERIZON WIRELESS	WIRELESS PHONE SERVICE	63.57	63.57
				<b>TOTAL ELECTRONIC PAYMENTS</b>	<b>122,769.35</b>	<b>122,769.35</b>
				<b>TOTAL DISBURSEMENTS</b>	<b>954,142.89</b>	<b>954,142.89</b>

**ITEM NO. FM5 PRELIMINARY TREASURER'S REPORTS FOR JULY AND AUGUST 2025**

The Treasurer's Report summarizes the Authority's financial activities by fund, providing an overview of its financial status. A detailed presentation of transactions, including income and expenditures, along with current account balances for checking and investment accounts, can be found in the Supplemental Treasurer's Report.

The average monthly yield for Local Agency Investment Fund (LAIF) is 4.25%, while the current 7-day yield for California Asset Management Program (CAMP) is 4.42%. To maximize returns, staff has increased the investments in CAMP. The liquidity of both CAMP and LAIF allows for easy transfers to the checking account to meet the daily cash flow needs.

As of August 31, 2025, the organization maintains a strong financial position with a total cash balance of \$5,159,409. Continuous oversight is essential as we move forward to ensure sustained financial health and meet any future obligations.

**Approval is recommended.**

**EAST BAY DISCHARGERS AUTHORITY**

**PRELIMINARY TREASURER'S REPORT**

**For the Period Ending July 31, 2025**

FUND	FUND DESCRIPTION	BEGINNING CASH BALANCE	DEBITS (INCREASE)	CREDITS (DECREASE)	ENDING CASH BALANCE
12	OPERATIONS & MAINTENANCE	\$ 855,213	\$ 339,453	\$ 313,198	\$ 881,469
13	PLANNING & SPECIAL STUDIES	\$ 431,146	\$ 74,221	\$ 82,985	\$ 422,382
14	RECLAMATION O & M (SKYWEST)	\$ 66,105	\$ -	\$ 1,036	\$ 65,069
15	BRINE ACCEPTANCE	\$ 46,374	\$ 20,000	\$ 16,061	\$ 50,313
31	RENEWAL & REPLACEMENT	\$ 2,359,399	\$ 315,801	\$ 86,484	\$ 2,588,716
TOTALS		\$ 3,758,237	\$ 749,475	\$ 499,763	\$ 4,007,949
Ending Balance per STR					\$ 4,007,949

Jul-25

# SUPPLEMENTAL TREASURER'S REPORT

DATE	DESCRIPTION	RECEIPT	DISBURSEMENT	CAMP	LAIF	WELLS FARGO	ACCOUNT BALANCE				TOTAL CASH
							FREMONT	CAMP	LAIF	WELLS FARGO	
06/30/25	BALANCE						336,481.96	1,962,040.75	1,359,714.52	100,000.00	3,758,237.23
07/01/25	DIVIDENDS	6,153.98		6,153.98			336,481.96	1,968,194.73	1,359,714.52	100,000.00	3,764,391.21
07/01/25	ELECTRONIC BILL PAY		14,009.38				322,472.58	1,968,194.73	1,359,714.52	100,000.00	3,750,381.83
07/03/25	ELECTRONIC BILL PAY		98.72				322,373.86	1,968,194.73	1,359,714.52	100,000.00	3,750,283.11
07/03/25	ELECTRONIC BILL PAY		5,877.93				316,495.93	1,968,194.73	1,359,714.52	100,000.00	3,744,405.18
07/07/25	ELECTRONIC BILL PAY		2,115.22				314,380.71	1,968,194.73	1,359,714.52	100,000.00	3,742,289.96
07/07/25	PAYROLL FEES		111.66				314,269.05	1,968,194.73	1,359,714.52	100,000.00	3,742,178.30
07/07/25	ELECTRONIC BILL PAY		2,698.00				311,571.05	1,968,194.73	1,359,714.52	100,000.00	3,739,480.30
07/08/25	ELECTRONIC BILL PAY		8,319.94				303,251.11	1,968,194.73	1,359,714.52	100,000.00	3,731,160.36
07/14/25	PAYROLL		18,384.59				284,866.52	1,968,194.73	1,359,714.52	100,000.00	3,712,775.77
07/14/25	PAYROLL TAX		6,881.05				277,985.47	1,968,194.73	1,359,714.52	100,000.00	3,705,894.72
07/15/25	INTEREST EARNINGS	14,897.09			14,897.09		277,985.47	1,968,194.73	1,374,611.61	100,000.00	3,720,791.81
07/15/25	TRANSFER				(860,000.00)		1,137,985.47	1,968,194.73	514,611.61	100,000.00	3,720,791.81
07/15/25	DISBURSEMENT		116,319.47				1,021,666.00	1,968,194.73	514,611.61	100,000.00	3,604,472.34
07/16/25	ELECTRONIC BILL PAY		6,032.62				1,015,633.38	1,968,194.73	514,611.61	100,000.00	3,598,439.72
07/17/25	MOBILE DEPOSIT - OLSD	580,174.00					1,595,807.38	1,968,194.73	514,611.61	100,000.00	4,178,613.72
07/17/25	ELECTRONIC BILL PAY		403.49				1,595,403.89	1,968,194.73	514,611.61	100,000.00	4,178,210.23
07/17/25	ELECTRONIC BILL PAY		2,123.29				1,593,280.60	1,968,194.73	514,611.61	100,000.00	4,176,086.94
07/18/25	DEPOSIT - DSRSD	20,000.00					1,613,280.60	1,968,194.73	514,611.61	100,000.00	4,196,086.94
07/18/25	PAYROLL FEES		94.37				1,613,186.23	1,968,194.73	514,611.61	100,000.00	4,195,992.57
07/23/25	ELECTRONIC BILL PAY		42,988.00				1,570,198.23	1,968,194.73	514,611.61	100,000.00	4,153,004.57
07/23/25	ELECTRONIC BILL PAY		244.00				1,569,954.23	1,968,194.73	514,611.61	100,000.00	4,152,760.57
07/22/25	ELECTRONIC BILL PAY		208.88				1,569,745.35	1,968,194.73	514,611.61	100,000.00	4,152,551.69
07/25/25	DEPOSIT - COH	128,250.00					1,697,995.35	1,968,194.73	514,611.61	100,000.00	4,280,801.69
07/25/25	ELECTRONIC BILL PAY		63.57				1,697,931.78	1,968,194.73	514,611.61	100,000.00	4,280,738.12
07/25/25	ELECTRONIC BILL PAY		1,422.24				1,696,509.54	1,968,194.73	514,611.61	100,000.00	4,279,315.88
07/30/25	PAYROLL		20,977.59				1,675,531.95	1,968,194.73	514,611.61	100,000.00	4,258,338.29
07/30/25	PAYROLL TAX		6,881.05				1,668,650.90	1,968,194.73	514,611.61	100,000.00	4,251,457.24
07/31/25	DISBURSEMENT		243,508.36				1,425,142.54	1,968,194.73	514,611.61	100,000.00	4,007,948.88
	TRANSACTION TOTALS	621,225.07	499,763.42	6,153.98	(845,102.91)	-	1,425,142.54	1,968,194.73	514,611.61	100,000.00	4,007,948.88
	ACCOUNT BALANCE						①	②	③	④	

Reconciliation - 7/31/2025

① Bank Statement Balance	\$ 1,719,203.98
Less: Outstanding Checks	294,061.44
	\$ 1,425,142.54
② CAMP Statement	\$ 1,975,569.25
Less: Accrual Income Dividend	7,374.52
	\$ 1,968,194.73
③ LAIF Statement	\$ 514,611.61
④ Wells Fargo Checking	\$ 100,000.00

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

**EAST BAY DISCHARGERS AUTHORITY**  
**PRELIMINARY TREASURER'S REPORT**  
**For the Period Ending August 31, 2025**

FUND	FUND DESCRIPTION	BEGINNING CASH BALANCE	DEBITS (INCREASE)	CREDITS (DECREASE)	ENDING CASH BALANCE
12	OPERATIONS & MAINTENANCE	\$ 881,469	\$ 1,373,931	\$ 532,959	\$ 1,722,440
13	PLANNING & SPECIAL STUDIES	\$ 422,382	\$ 479,047	\$ 406,110	\$ 495,319
14	RECLAMATION O & M (SKYWEST)	\$ 65,069	\$ -	\$ 7,281	\$ 57,788
15	BRINE ACCEPTANCE	\$ 50,313	\$ -	\$ 2,581	\$ 47,732
31	RENEWAL & REPLACEMENT	\$ 2,588,716	\$ 252,625	\$ 5,212	\$ 2,836,129
<b>TOTALS</b>		<b>\$ 4,007,949</b>	<b>\$ 2,105,603</b>	<b>\$ 954,143</b>	<b>\$ 5,159,409</b>
Ending Balance per STR					\$ 5,159,409

Aug-25

# SUPPLEMENTAL TREASURER'S REPORT

DATE	DESCRIPTION	RECEIPT	DISBURSEMENT	CAMP	LAIF	WELLS FARGO	ACCOUNT BALANCE				TOTAL CASH
							FREMONT	CAMP	LAIF	WELLS FARGO	
07/31/25	BALANCE						1,425,142.54	1,968,194.73	514,611.61	100,000.00	4,007,948.88
08/01/25	DIVIDENDS	7,374.52		7,374.52			1,425,142.54	1,975,569.25	514,611.61	100,000.00	4,015,323.40
08/01/25	DEPOSIT - USD	1,243,036.00					2,668,178.54	1,975,569.25	514,611.61	100,000.00	5,258,359.40
08/01/25	ELECTRONIC BILL PAY		46,375.13				2,621,803.41	1,975,569.25	514,611.61	100,000.00	5,211,984.27
08/04/25	ELECTRONIC BILL PAY		2,123.29				2,619,680.12	1,975,569.25	514,611.61	100,000.00	5,209,860.98
08/04/25	ELECTRONIC BILL PAY		6,032.62				2,613,647.50	1,975,569.25	514,611.61	100,000.00	5,203,828.36
08/05/25	ELECTRONIC BILL PAY		98.72				2,613,548.78	1,975,569.25	514,611.61	100,000.00	5,203,729.64
08/05/25	ELECTRONIC BILL PAY		8,196.54				2,605,352.24	1,975,569.25	514,611.61	100,000.00	5,195,533.10
08/08/25	DEPOSIT - ABAG	48,423.36					2,653,775.60	1,975,569.25	514,611.61	100,000.00	5,243,956.46
08/08/25	PAYROLL FEES		109.77				2,653,665.83	1,975,569.25	514,611.61	100,000.00	5,243,846.69
08/14/25	PAYROLL		18,384.58				2,635,281.25	1,975,569.25	514,611.61	100,000.00	5,225,462.11
08/14/25	PAYROLL TAX		6,881.06				2,628,400.19	1,975,569.25	514,611.61	100,000.00	5,218,581.05
08/15/25	DISBURSEMENT		759,470.71				1,868,929.48	1,975,569.25	514,611.61	100,000.00	4,459,110.34
08/15/25	ELECTRONIC BILL PAY		2,123.29				1,866,806.19	1,975,569.25	514,611.61	100,000.00	4,456,987.05
08/18/25	ELECTRONIC BILL PAY		6,032.62				1,860,773.57	1,975,569.25	514,611.61	100,000.00	4,450,954.43
08/20/25	ELECTRONIC BILL PAY		208.74				1,860,564.83	1,975,569.25	514,611.61	100,000.00	4,450,745.69
08/22/25	ELECTRONIC BILL PAY		63.57				1,860,501.26	1,975,569.25	514,611.61	100,000.00	4,450,682.12
08/22/25	PAYROLL FEES		94.37				1,860,406.89	1,975,569.25	514,611.61	100,000.00	4,450,587.75
08/22/25	ELECTRONIC BILL PAY		886.41				1,859,520.48	1,975,569.25	514,611.61	100,000.00	4,449,701.34
08/22/25	DEPOSIT - COH	517,127.00					2,376,647.48	1,975,569.25	514,611.61	100,000.00	4,966,828.34
08/25/25	WIRE TRANSFER			1,000,000.00			1,376,647.48	2,975,569.25	514,611.61	100,000.00	4,966,828.34
08/26/25	DEPOSIT - CVSAN	289,642.00					1,666,289.48	2,975,569.25	514,611.61	100,000.00	5,256,470.34
08/27/25	WIRE TRANSFER			1,000,000.00			666,289.48	3,975,569.25	514,611.61	100,000.00	5,256,470.34
08/28/25	PAYROLL		18,223.25				648,066.23	3,975,569.25	514,611.61	100,000.00	5,238,247.09
08/28/25	PAYROLL TAX		6,935.39				641,130.84	3,975,569.25	514,611.61	100,000.00	5,231,311.70
08/28/25	DISBURSEMENT		71,902.83				569,228.01	3,975,569.25	514,611.61	100,000.00	5,159,408.87
	TRANSACTION TOTALS	2,105,602.88	954,142.89	2,007,374.52	-	-	569,228.01	3,975,569.25	514,611.61	100,000.00	5,159,408.87
	ACCOUNT BALANCE						①	②	③	④	

Reconciliation - 8/31/2025

① Bank Statement Balance	\$ 755,785.09
Less: Outstanding Checks	186,557.08
	\$ 569,228.01
② CAMP Statement	\$ 3,984,408.12
Less: Accrual Income Dividend	8,838.87
	\$ 3,975,569.25
③ LAIF Statement	\$ 514,611.61
④ Wells Fargo Checking	\$ 100,000.00

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 PRELIMINARY FOURTH QUARTER EXPENSE SUMMARY, FISCAL YEAR 2024/2025**

**Recommendation**

Review year end expenses.

**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**

This report presents a preliminary final expense summary for Fiscal Year 2024/2025.

**Discussion**

The Preliminary Year End Expense Summary for FY 2024/2025 is attached for the Committee's review. Expenses are presented by Program and by Account Number. These categories have been grouped to provide a summary overview of Authority expenses. The tables include discussion of particular items that varied significantly (>10%) from the budget. Staff notes that this is a preliminary summary, and additional expenses and reimbursements may come in before the fiscal year is officially closed.

Overall, staff is estimating EBDA's annual net expenses to be 18% under budget. EBDA conservatively budgets for labor, chemicals, and electricity assuming a relatively wet winter. This year's fairly dry rainy season resulted in lower expenses. Savings also resulted from leaving the Administrative Support Specialist position vacant. In addition, professional services for multi-year special projects were lower than budgeted, as the work will roll over into next fiscal year. Lastly, revenues totaling over \$250k were received from Cargill, City of Hayward for Skywest recycled water, and ABAG for the EPA Nature-based Solutions grant.

The FY 2024/2025 underrun is expected to be approximately \$1M. Consistent with EBDA's Budget Policy, these funds will be returned to the agencies in the form of a credit in the proportions they were contributed once the fiscal year is formally closed. No Capacity Exceedance Fees were incurred by agencies during wet weather in FY 2024/2025.

# East Bay Dischargers Authority

## EXPENSE SUMMARY BY PROGRAM

FY 2024/2025 THROUGH JUNE 30, 2025 (100% of YEAR)

	YTD Expenses	Budget	Revenues Cargill, Grant, & Skywest	Variance	% of Budget	Explanations for Variance Over 10%
<b>O&amp;M EFFLUENT DISPOSAL</b>						
General Administration	\$1,358,770	\$1,571,346		(\$212,576)	86%	Part-time Administrative Assistant position budgeted but not filled this FY; professional services low due to multi-year projects.
Outfall & Force mains	\$139,647	\$220,000		(\$80,353)	63%	Low due to operational efficiencies and lack of need for force main repairs.
Marina Dechlor Facility	\$267,365	\$310,000		(\$42,635)	86%	This year was relatively dry, and budget assumes wet weather operations, including higher sodium bisulfite usage.
Oro Loma Pump Station	\$485,583	\$650,000		(\$164,417)	75%	This year was relatively dry, and budget assumes more electricity for pumping.
Hayward Pump Station	\$185,780	\$194,000		(\$8,221)	96%	
Union Pump Station	\$472,441	\$465,000		\$7,441	102%	
Bay & Effluent Monitoring	\$865,729	\$772,494		\$93,235	112%	Higher than expected use of sodium hypochlorite for disinfection.
<b>TOTAL O&amp;M EFFLUENT DISPOSAL</b>	<b>\$3,775,315</b>	<b>\$4,182,840</b>	<b>\$0</b>	<b>(\$407,525)</b>	<b>90%</b>	
<b>SPECIAL PROJECTS</b>						
NPDES Permit Fees	\$695,490	\$707,899		(\$12,409)	98%	
NPDES Permit Issues	\$40,874	\$100,000		\$40,874	41%	Expenses associated with Nutrients Watershed Permit. Petition is now in abeyance.
Regional Monitoring Program	\$202,196	\$293,778		(\$91,582)	69%	Switched from bi-annual payment to quarterly.
Alternative Monitoring and Reporting	\$25,459	\$33,609		(\$8,150)	76%	Switched from bi-annual payment to quarterly.
Nutrient Surcharge	\$270,608	\$270,608		\$0	100%	
Air Toxics Pooled Emissions Study	\$80,880	\$80,797		\$83	100%	
Water Research Foundation	\$28,015	\$28,494		(\$479)	98%	
Nature-Based Solutions Study	\$48,423	\$200,000	\$48,423	(\$200,000)	24%	All costs reimbursed by EPA.
Biosolids Feasibility Study	\$20,170	\$100,000		(\$79,830)	20%	Multi-year project. Only \$40k has been scoped to date.
Bruce Wolfe Memorial	\$1,000	\$1,000		\$0	100%	
<b>TOTAL SPECIAL PROJECTS</b>	<b>\$1,413,115</b>	<b>\$1,816,185</b>	<b>\$48,423</b>	<b>(\$351,493)</b>	<b>75%</b>	
<b>TOTAL AGENCY-FUNDED PROGRAMS</b>	<b>\$5,188,431</b>	<b>\$5,999,025</b>	<b>\$48,423</b>	<b>(\$859,018)</b>	<b>86%</b>	
<b>WATER RECYCLING</b>						
Skywest Golf Course	\$47,198	\$36,000	\$47,198		131%	Repair of aging infrastructure and high chemical costs. All work is paid for out of the Skywest Fund, supported by City of Hayward recycled water fees.
<b>TOTAL WATER RECYCLING</b>	<b>\$47,198</b>	<b>\$36,000</b>	<b>\$47,198</b>		<b>131%</b>	
<b>BRINE ACCEPTANCE</b>						
Brine Acceptance	\$160,385	\$200,000	\$160,385			All work performed is reimbursed by Cargill.
<b>TOTAL BRINE ACCEPTANCE</b>	<b>\$160,385</b>	<b>\$200,000</b>	<b>\$160,385</b>			
<b>TOTAL ALL PROGRAMS</b>	<b>\$5,396,014</b>	<b>\$6,235,025</b>	<b>\$256,007</b>	<b>(\$1,095,018)</b>	<b>82%</b>	

# East Bay Dischargers Authority

## EXPENSE SUMMARY BY ACCOUNT

FY 2024/2025 THROUGH JUNE 30, 2025 (100% OF YEAR)

	YTD Expenses	Budget	Revenues Cargill, Grant, & Skywest	Variance	% of Budget	Explanations for Variance Over 10%
4010 - Salary	\$648,456	\$684,820	\$20,053	(\$56,418)	92%	
4020 - Benefits	\$283,736	\$315,100		(\$31,364)	90%	
4030 - Commissioner Compensation	\$38,733	\$45,000		(\$6,267)	86%	Budget assumes maximum number of meetings.
4070 - Insurance	\$86,265	\$88,000	\$5,000	(\$6,735)	92%	
4080 - Memberships & Subscriptions	\$169,174	\$170,528		(\$1,354)	99%	
4100 - Supplies, Variable	\$446,982	\$380,000		\$66,982	118%	Higher than expected use of sodium hypochlorite for disinfection.
4100 - Supplies, Fixed	\$16,209	\$12,000		\$4,209	135%	Office furniture purchase due to impending tariffs.
4110 - Contract Services	\$52,880	\$78,898		(\$26,018)	67%	Some contract services have been billed to capital projects.
4120 - Professional Services	\$727,165	\$1,070,297	\$202,563	(\$545,695)	49%	Nutrients permit legal fees less than budgeted, lower than budgeted costs incurred for multi-year nature-based solutions and biosolids projects.
4140 - Rents & Fees	\$981,435	\$984,787	\$1,500	(\$4,852)	100%	
4141 - NPDES Fines	\$0	\$9,000		(\$9,000)	0%	Reserve funds in case of enforcement.
4150 - Maintenance & Repair	\$658,525	\$897,000	\$23,765	(\$262,241)	71%	This year was relatively dry, and budget assumes wet weather operations.
4160 - Monitoring	\$433,391	\$564,595	\$3,125	(\$134,329)	76%	Regional Monitoring Program fee payment switched from bi-annual payment to quarterly.
4170 - Travel	\$10,397	\$18,000		(\$7,603)	58%	Budget assumed higher number of conferences.
4191 - Utility, Variable	\$840,232	\$917,000		(\$76,768)	92%	
4210 - Other	\$2,435	\$0		\$2,435	0%	Various fees (ADP, Benefit Programs, Bank).
<b>TOTAL ALL ACCOUNTS</b>	<b>\$5,396,014</b>	<b>\$6,235,025</b>	<b>\$256,007</b>	<b>(\$1,095,018)</b>	<b>82%</b>	

**ITEM NO. FM7 RESOLUTION APPROVING REVISIONS TO THE AUTHORITY'S INVESTMENT POLICY AND INVESTMENT STRATEGY**

**Recommendation**

Approve the resolution

**Background**

The Authority engaged PFM Asset Management (PFM) in late 2018 to assist in the development of an Authority Investment Policy, in compliance with applicable law regarding public agency investments in California. The Policy was originally approved by the Commission in 2019 and has been updated as necessary to stay compliant with State law. The most recent review and reapproval occurred in July 2024. The Committee reviews the Policy on an annual basis.

As part of the 2018 engagement, PFM also performed detailed cashflow modeling and analysis using five years of EBDA financial data. The purpose of this analysis was to establish EBDA's liquidity needs and inform the Authority's Investment Strategy. The Investment Strategy was originally adopted in March 2019 and most recently reviewed in July 2024.

**Discussion**

Staff is recommending only editorial changes to the Authority's Investment Strategy and Investment Policy. Substantively, the recommendation continues to be informed by PFM's 2018/2019 analysis, which concluded that the administrative burden of investing EBDA's liquid funds in diversified and/or more volatile financial instruments significantly outweighed the benefits and potential gains. That conclusion, supported by the Financial Management Committee at the time, led to the Authority's strategy of investing its idle long-term funds in California's Local Agency Investment Fund (LAIF), California Asset Management Program (CAMP), or certificates of deposit (CDs). LAIF and CAMP are both pooled investments by public agencies.

Staff does not believe that any material changes have occurred that lead to a different conclusion today. In addition, EBDA's liquidity needs have slightly increased as the Authority performs reimbursable work under the Cargill and grant-funded Nature-based Solutions projects.

EBDA had a series of laddered CDs through Wells Fargo Advisors that have been moved to the Authority's cash accounts as they have matured. The last CD matured in 2021. The Authority has not reinvested in CDs because interest rates have been so low. Therefore, all of EBDA's long-term funds are currently invested in LAIF and CAMP.

Over the past several years, CAMP has significantly out-performed LAIF. However more recently, the CAMP yield has dropped, making them more comparable. CAMP's current seven-day yield is 4.42%, whereas LAIF's is 4.26%. CAMP and LAIF use slightly different investment strategies with regard to the maturity periods of their investments, with CAMP's shorter-term investments leading to higher yields in a market environment of

Agenda Explanation  
East Bay Dischargers Authority  
Financial Management Committee  
September 15, 2025

increasing interest rates. Both LAIF and CAMP are fully liquid and therefore funds can easily be moved in and out of each pool as interest rates change.

In July 2025, the Committee reviewed minor edits to the Authority's Investment Strategy and Investment Policy proposed by staff. The Committee supported bringing both documents back to the Commission for approval without further changes.

**POLICY NUMBER:** 1.1

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**NAME OF POLICY:** Finance - Investments

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**ADOPTED:** September 18, 2025

**LAST REVIEWED:** July 18, 2024

**LAST REVISED:** December 16, 2021

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**PURPOSE:** All financial assets, including those reflected in special revenue funds, capital project funds, internal service funds and other funds that may be created from time to time, shall be administered in accordance with the provisions of this Policy and are accounted for in the Annual Financial Report. This Investment Policy is used to guide Authority staff in investment decisions and transactions.

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**POLICY:** It is the policy of East Bay Dischargers Authority (Authority) to invest public funds in a manner which prioritizes security over investment return, while meeting the daily cash flow demands of the Authority, and conforming to California Government Code Sections 53601 through 53686 and other statutes governing the investment of public funds.

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## **DETAILED DISCUSSION:**

### **A. OBJECTIVES:**

When investing, reinvesting, purchasing, acquiring, exchanging, selling and managing public funds, the primary objectives, in priority order, of the investment activities shall be:

- 1. Safety:** Safety of principal is the foremost objective of the investment program. Investments of the East Bay Dischargers Authority shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. To attain this objective, diversification is required in order that potential losses on individual securities do not exceed the income generated from the remainder of the portfolio.

2. **Liquidity:** The investment portfolio will remain sufficiently liquid to enable the East Bay Dischargers Authority to meet all operating requirements which might be reasonably anticipated.

3. **Return on Investments:** The investment portfolio shall be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the investment risk constraints and the cash flow characteristics of the portfolio. (CGC 53600.5)

**B. STANDARD OF CARE:**

- **Prudence:** All investments shall be made within the policy framework of liquidity, safety, and investment return, with the judgment and care a person of prudence and intelligence would, under the circumstances then prevailing, exercise in the management of his/her affairs.
- **Ethics and Conflict of Interest:** The Authority officers and employees involved in the investment process or in a position to influence investment decisions shall refrain from personal business activity that could conflict with proper execution of the investment program, or which could impair their ability to make impartial investment decisions. Officers and employees involved in the investment process shall abide by CGC Section 109, et seq. and the California Political Reform Act.
- **Delegation of Authority:** The authority to manage investment programs is granted to the Investment Committee, which is comprised of the two members of the Financial Management Committee appointed by the Commission, and the General Manager/Treasurer. The responsibility for the operation and day-to-day maintenance of the investment program is delegated to the Authority's General Manager/Treasurer. The General Manager/Treasurer shall file with the Authority an official bond. The Authority shall pay the cost of said bonds.

**C. PROCEDURES:**

The General Manager/Treasurer shall establish written procedures and a system of internal controls for the operation of the investment program consistent with this investment policy to be incorporated into the Authority's Financial Management System Policy and Procedures Manual. Procedures should include references to: safekeeping, PSA repurchase agreements, wire transfer agreements, collateral/depository agreements, and banking services contracts, as appropriate. Such procedures shall include explicit delegation of authority to persons responsible for investment transactions. No person may engage in an investment transaction except as provided under the terms of this policy and the procedures established by the Financial Management Committee.

The Treasurer shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of subordinate officials. The General Manager/Treasurer is a trustee and a fiduciary subject to the prudent investor standard. (CGC 53600.3)

**D. AUTHORIZED FINANCIAL INSTITUTIONS AND DEALERS:**

The General Manager/Treasurer will select financial institutions that are authorized to provide banking and investment services. The authorized financial institutions shall be selected on the basis of credit worthiness, financial strength, and experience. In addition, a list will also be maintained of approved security broker/dealers who are authorized to provide investment and financial advisory services in the State of California. No public deposit shall be made except in a qualified public depository as established by state laws.

For brokers/dealers of government securities and other investments, the General Manager/Treasurer shall select only broker/dealers who are licensed and in good standing with the California Department of Securities, the Securities and Exchange Commission, the National Association of Securities Dealers or other applicable self-regulatory organizations and familiar with the Government Code restrictions on public agency investments and have a substantial experience with other public agency investments.

Before engaging in investment transactions with a broker/dealer, the General Manager/Treasurer shall have received from said firm a signed Certification Form. This form shall attest that the individual responsible for the Authority's account with that firm has reviewed the Authority's Investment Policy and that the firm understands the policy and intends to present investment recommendations and transactions to the Authority that are appropriate under the terms and conditions of the Investment Policy.

**E. AUTHORIZED AND SUITABLE INVESTMENTS:**

- The allowable investment instruments applicable to all local agencies, including the East Bay Dischargers Authority, are shown in the documents listed below and included by reference in this investment policy. California Government Code Section 5920-5924
- California Government Code Section 16429.1-16429.4
- California Government Code Section 53500-53505
- California Government Code Section 53600-53609
- California Government Code Section 53630-53686

See CGC 53601 for a detailed summary of the limitations and special conditions that apply to each of the above listed investment securities. A table summarizing allowable investments is included as Figure 1 in the California Debt and Investment Advisory Commission's Local Agency Investment Guidelines, available at the following website: <https://www.treasurer.ca.gov/cdiac/laiig/guideline.pdf>. The Guidelines and table are updated periodically to reflect changes in law. The most recent version at the time of Policy adoption is attached here for reference.

#### **F. PROHIBITED INVESTMENTS:**

Under the provisions of CGC 53601.6 and 53631.5, the Authority shall not invest any funds covered by this Investment Policy in inverse floaters, range notes, interest-only strips derived from mortgage pools or any investment that may result in a zero interest accrual if held to maturity.

#### **G. COLLATERALIZATION:**

All certificates of deposits and repurchase agreements must be collateralized by U.S. Treasury Obligations. Collateral must be held by a third party and valued on a monthly basis. The percentage of collateralization on Repurchase Agreements will adhere to the amount required under CGC 53601(i)(2).

#### **H. DIVERSIFICATIONS:**

It is the policy of the Authority to diversify its investment portfolio. With the exception of funds invested in LAIF, United State Treasury Bills, notes, and bonds, the Authority will diversify its investments by security type and, within each type, by institution. Invested assets shall be diversified to eliminate the risk of loss resulting from over-concentration of assets in a specific maturity, a specific issuer, or a specific class of securities. Diversification shall be determined and revised periodically by the General Manager/Treasurer in consultation with the Financial Management Committee. In establishing specific diversification strategies, the following guidelines shall apply:

- 1) Portfolio maturities shall be matched against projected liabilities to avoid an over-concentration in a specific series of maturities.
- 2) Maturities selected shall provide for stability and liquidity.
- 3) Disbursement needs including payroll dates shall be anticipated by the scheduled maturity of specific investments, marketable U.S. Treasury Bills or Notes or other cash equivalent instruments, such as money market mutual funds.

**I. PERFORMANCE STANDARDS:**

The investment portfolio shall be designed with the objective of obtaining a rate of return throughout budgetary and economic cycles, commensurate with the investment risk constraints and the cash flow needs of the Authority. The Authority shall establish a performance benchmark. Benchmarks may change over time based on changes in market conditions, investment preferences, or cash flow requirements. The Authority shall establish performance benchmarks that acknowledge the possibility of unanticipated changes in financial markets.

**J. INTERNAL CONTROLS:**

The Authority shall establish a set of internal controls which shall be documented in writing. The internal controls will be reviewed by the Authority and with the independent auditor. The controls shall be designed to prevent employee error, misrepresentations by third parties, or imprudent actions by officers or employees of the Authority.

**K. SAFEKEEPING & CUSTODY:**

All security transactions entered into by the Authority shall be conducted on delivery-versus-payment (DVP) basis. All securities purchased or acquired shall be delivered to the Authority by book entry, physical delivery, or by third party custodial agreement. (CGC 53601). The General Manager/Treasurer shall deposit securities in which the Authority holds funds in a safe deposit box in the name of East Bay Dischargers Authority.

**L. REPORTING:**

The General Manager/Treasurer shall submit to the Commission a monthly report. The report shall include a complete description of the portfolio, the type of investment, the issuers, maturity dates, par values and the current market values of each component of the portfolio, including funds managed by third party contractors. The report will also include the source of the portfolio valuation. In the case of funds invested in the State of California's Local Agency Investment Fund (LAIF), FDIC Insured accounts, or investment pools such as California Asset Management Program (CAMP), current statements from those institutions will satisfy the above reporting requirement. The report will also include a certification that (1) all investment actions executed since the last report have been made in full compliance with the Investment Policy and, (2) the Authority will meet its expenditure obligations for the next six months. [CGC 53646(b)]. The General Manager/Treasurer shall maintain a complete and timely record of all investment transactions.

**M. INVESTMENT POLICY ADOPTION:**

The Investment Policy shall be adopted by the Commission of the East Bay Dischargers Authority. Moreover, the Policy shall be reviewed on an annual basis, and modifications must be approved by the Commission.

**GLOSSARY:**

**ASK PRICE:** The price at which a seller offers to sell a security to a buyer.

**ASSET-BACKED SECURITIES:** Bonds created from various types of consumer debt.

Returns on these securities come from customer payments on their outstanding loans. The primary types of asset-backed securities are mortgages, home equity loans, auto loans, leases, credit card receivables and student loans.

**BANKERS' ACCEPTANCE:** A letter of credit issued in a foreign trade transaction which allows exporters to receive payment prior to importation of their goods. Banks provide short-term financing to facilitate the transaction and may sell the obligation to a third party. Bankers' Acceptances are secured by the issuer of the bill, while the underlying goods also serve as collateral.

**BANK DEPOSITS:** Collateral in the form of currency that may be in the form of demand accounts (checking) or investments in accounts that have a fixed term and negotiated rate of interest.

**BENCHMARK:** A comparative base for measuring the performance or risk tolerance of the investment portfolio. A benchmark should represent a close correlation to the level of risk and the average duration of the portfolio's investments.

**BID PRICE:** The price at which a buyer offers to purchase a security from the seller.

**BOND:** A debt investment in which an investor loans money to an entity (corporate or governmental) that borrows the funds for a defined period of time at a fixed interest rate called a coupon payment. Bonds are used by companies, municipalities, states and the U.S. government to finance a variety of projects and operating activities.

**BROKER:** A broker aligns buyers and sellers of securities and receives a commission when a sale occurs. Brokers generally do not hold inventory or make a market for securities.

**CALIFORNIA LOCAL AGENCY OBLIGATIONS:** Bonds that are issued by a California county, Authority, Authority and county, including a chartered Authority or county, school district, community college district, public district, county board of education, county superintendent of schools, or any public or municipal corporation.

**CD (CERTIFICATE OF DEPOSIT):** Time deposits issued by a bank, savings or federal credit union, or state-licensed branch of a foreign bank. Negotiable Certificates of Deposits rely on the credit rating of the issuing entity.

**COLLATERAL:** Securities, evidence of deposit, or other property that a borrower pledges to secure repayment of a loan. Also refers to securities pledged by a bank to secure deposits of public monies.

**COLLATERALIZATION:** Process by which a borrower pledges securities, property, or other deposits for the purpose of securing the repayment of a loan and/or security.

**COMMERCIAL PAPER:** Short-term unsecured promissory note issued by a company or financial institution. Commercial paper is issued at a discount and matures at face value. Usually a maximum maturity of 270 days, and given a short-term debt rating by one or more nationally recognized statistical rating organizations (NRSROs).

**COUNTY POOLED INVESTMENT FUNDS:** The aggregate of all funds from public agencies placed in the custody of the county treasurer or chief finance officer for investment and reinvestment.

**COUPON:** The annual rate of interest that a bond's issuer promises to pay the bondholder, expressed as a percentage of the bond's face value.

**CREDIT RISK:** Credit risk is the likelihood that an issuer will be unable to make scheduled payments of interest or principal on an outstanding obligation.

**CUSTODIAN:** An agent such as a broker or a bank that stores a customer's investments for safekeeping. The custodian does not have fiduciary responsibilities.

**DEALER:** A dealer, as opposed to a broker, acts as a principal in security transactions, selling securities from, and buying securities for his/her own position.

**DEFAULT:** To default is to fail to repay principal or make timely interest payments on a bond or other debt investment security, or failure to fulfill the terms of a note or contract.

**DELIVERY VERSUS PAYMENT (DVP):** A securities industry procedure whereby payment for a security must be made at the time the security is delivered to the purchaser's agent.

**DIVERSIFICATION:** Dividing investment funds among a variety of securities offering independent returns.

**DURATION:** The weighted average time to maturity of a bond where the weights are the present values of future cash flows. Duration measures the price sensitivity of a bond to changes in interest rates.

**FIDUCIARY:** An individual who holds something in trust for another and bears liability for its safekeeping.

**FLOATING RATE INVESTMENTS:** Notes whose interest rate is adjusted according to the interest rates of other financial instruments. These instruments provide protection against rising or falling interest rates, but may pay lower yield than fixed rate notes.

**FUTURES:** Commodities which are sold in the present time and are to be delivered at a future date.

**INTEREST ONLY STRIPS:** Securities with cash flow based entirely on the monthly interest payments received from a mortgage, Treasury, or bond payment. No principal is included in these types of securities.

**INVERSE FLOATING RATE INVESTMENTS:** Variable-rate notes (such as inverse floating rate notes) whose coupon and value increase as interest rates decrease.

**INVESTMENT PROGRAM:** The process of modern portfolio management. The process includes establishing investment policy, analysis of the economic and capital markets environment, portfolio monitoring and rebalancing, and measuring performance.

**LIQUIDITY:** The ease with which investments can be converted to cash at their present market value. Liquidity is significantly affected by the number of buyers and sellers trading a given security and the number of units of the security available for trading.

**LOCAL AGENCY BONDS:** These bonds are issued by a county, Authority, Authority and county, including a chartered Authority or county, school district, community college district, public district, county board of education, county superintendent of schools, or any public or municipal corporation.

**LOCAL AGENCY INVESTMENT FUND (LAIF):** A voluntary investment fund open to state and local government entities and certain non-profit organizations in California in which the organization pools their funds for investment. LAIF is managed by the State of California Treasurer's Office.

**MARKET RISK:** Market risk is the risk that investments will change in value based on changes in general market prices.

**MARKET VALUE:** The price at which a security is trading and could presumably be purchased or sold.

**MASTER REPURCHASE AGREEMENT:** A written contract which includes provisions specific to the governmental agency that is signed by an authorized officer with each counterparty. A master agreement will often specify details to the nature of transactions, the relationship of the parties to the agreement, parameters pertaining to the ownership and custody of collateral, and remedies in the event of default by either party.

**MATURITY:** The date upon which the principal or stated value of an investment becomes due and payable.

**MEDIUM TERM NOTES (MTN):** Unsecured, investment-grade senior debt securities of major corporations that are sold either on a continuous or an intermittent basis. MTNs are highly flexible debt instruments that can be structured to respond to market opportunities or to investor preferences.

**MONEY MARKET:** The market in which short-term debt instruments (bills, commercial paper, bankers' acceptances, etc.) are issued and traded.

**MORTGAGE-BACKED SECURITIES:** A debt instrument with a pool of real estate loans as the underlying collateral. The mortgage payments of the real estate assets are used to pay interest and principal on the bonds.

**MORTGAGE PASS-THROUGH SECURITIES:** A securitized participation in the interest and principal cash flows from a specified pool of mortgages. Principal and interest payments made on the mortgages are passed through to the holder of the security.

**MUTUAL FUNDS:** An investment company that pools money and can invest in a variety of securities, including fixed-income securities and money market instruments. **Money market mutual funds** invest exclusively in short-term (1-day to 1-year) debt obligations such as Treasury bills, certificates of deposit, and commercial paper. The principal objective is the preservation of capital and generation of current income.

**OFFER:** The price asked by a seller of securities. See Ask Price and Bid Price.

**OPTION:** A contract that provides the right or obligation, depending on the buyer or seller's position within the contract, to buy or to sell a specific amount of a specific security within a predetermined time period at a specified price. A call option provides the right to buy the underlying security. A put option provides the right to sell the underlying security. The seller of the contracts is called the writer.

**PORTFOLIO:** A collection of securities held by an investor.

**PRIMARY DEALER:** A group of government securities dealers who submit daily reports of market activity and positions and monthly financial statements to the Federal Reserve Bank of New York and are subject to its informal oversight. Primary dealers include Securities and Exchange Commission (SEC)-registered securities broker-dealers, banks, and a few unregulated firms.

**PRINCIPAL ONLY STRIPS:** Securities with cash flow based entirely on the principal payments received from an obligation.

**RANGE NOTES:** A range note is a bond that pays interest if a specified interest rate remains above or below a certain level and/or remains within a certain range.

**RATE OF RETURN:** The yield obtainable on a security based on its purchase price or its current market price.

**REPURCHASE AGREEMENT (RP, Repo):** A contractual transaction between an investor and an issuing financial institution (bank or securities dealer). The investor exchanges cash for temporary ownership or control of collateral securities, with an agreement between the parties that on a future date, the financial institution will repurchase the securities.

**SAFEKEEPING:** A service to customers rendered by banks for a fee whereby securities and valuables of all types and descriptions are held by the bank in the customer's name.

**SECONDARY MARKET:** A market made for the purchase and sale of outstanding issues following the initial distribution.

**SECURITIES AND EXCHANGE COMMISSION (SEC):** A federal government agency comprised of five commissioners appointed by the President and approved by the Senate. The SEC was established to protect the individual investor from fraud and malpractice in the marketplace. The Commission oversees and regulates the activities of registered investment advisers, stock and bond markets, broker/dealers, and mutual funds.

**STATE OBLIGATIONS:** Registered treasury notes or bonds of the 50 United States, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by a state or by a department, board, agency, or authority of any of the 50 United States.

**STRIPS:** Bonds, usually issued by the U.S. Treasury, whose two components, interest and repayment of principal, are separated and sold individually as zero-coupon bonds. Strips are an acronym for Separate Trading of Registered Interest and Principal of Securities.

**SUPRANATIONALS:** International financial institutions that are generally established by agreements among nations, with member nations contributing capital and participating in management. Supranational bonds finance economic and infrastructure development and support environmental protection, poverty reduction, and renewable energy around the globe.

**TRUSTEE:** An individual or organization, which holds or manages and invests assets for the benefit of another. The trustee is legally obliged to make all trust-related decisions with the trustor's interests in mind, and may be liable for damages in the event of not doing so.

**U.S. AGENCY OBLIGATIONS:** Federal agency or United States government-sponsored enterprise obligations (GSEs), participations, or other instruments. The obligations are issued by or fully guaranteed as to principal and interest by federal agencies or United States government-sponsored enterprises. Issuers include: Fannie Mae, Farmer Mac, Federal Farm Credit Banks, Freddie Mac, Federal Home Loan Banks, Financing Corporation, Tennessee Valley Authority, Resolution Trust Funding Corporation, World Bank, Inter-American Development Bank, and PEFCO.

**U.S. TREASURY OBLIGATIONS (TREASURIES):** Securities issued by the U.S. Treasury and backed by the full faith and credit of the United States. Treasuries are considered to have no credit risk and are the benchmark for interest rates on all other securities in the U.S. and overseas. The Treasury issues both discounted securities and fixed coupon notes and bonds.

**Treasury Bills:** All securities issued with initial maturities of one year or less are issued as discounted instruments, and are called Treasury Bills (T-bills). The Treasury currently issues 3-month and 6-month T-bills at regular weekly auctions. It also issues "cash management" bills as needed to smooth cash flows.

**Treasury Notes:** All securities issued with initial maturities of 2- to 10-years are called Treasury Notes (T-notes), and pay interest semi-annually.

**Treasury Bonds:** All securities issued with initial maturities greater than 10-years are called Treasury Bonds (T-bonds). Like Treasury Notes, they pay interest semi-annually.

**WAL: Weighted Average Life:** The average life of all the securities that comprise a portfolio, typically expressed in days or years.

**YIELD:** The income earned on an investment, typically expressed as a percentage of the investment's value. Yield does not include capital gains.

**Income Yield** is obtained by dividing the current dollar income by the current market price for the security.

**Net Yield** or **Yield to Maturity** is the current income yield minus any premium above par or plus any discount from par in purchase price, with the adjustment spread over the period from the date of purchase to the date of maturity of the bond.

**ZERO-COUPON BOND:** A bond on which interest is not payable until maturity (or earlier redemption), but compounds periodically to accumulate to a stated maturity amount. Zero-coupon bonds are typically issued at a discount and repaid at par upon maturity.

# East Bay Dischargers Authority Investment Strategy

Last Updated: September 18, 2025

In the interest of prudent investment of EBDA's funds, and to preserve the primary investment objectives of safety, liquidity and yield, EBDA adopts the following strategy:

- Within the framework of California Government Code Section 53601-53606 detailing allowable investments, EBDA will invest its idle funds in Certificates of Deposits (CDs), the State of California's Local Agency Investment Fund (LAIF), and California Asset Management Program (CAMP).
- Staff may select which of the above financial instruments in which to invest and in what amounts, as long as there is less than a 50 basis point (0.5%) differential between the instruments. If the differential is higher, staff shall direct funds to the instrument with higher returns.
- Individual securities such as CDs will have a maturity of no longer than three (3) years and be FDIC insured.
- The portfolio mix will be adjusted as needed to react to changes in liquidity requirements, market changes, and legal constraints.

This strategy will be evaluated and reviewed at least annually for cost-effectiveness. Guidance on permissible investment instruments, standards of care for invested funds, and the role of staff in the investment program are located in EBDA's Investment Policy.

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

RESOLUTION NO. 25-04

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

**RESOLUTION APPROVING REVISIONS TO THE AUTHORITY'S  
INVESTMENT POLICY AND STRATEGY**

**WHEREAS**, the East Bay Dischargers Authority (Authority) is a Joint Powers Agency that has the fiduciary responsibility to manage funds and assets of its member agencies; and

**WHEREAS**, it is the policy of the Authority to invest public funds in a manner that conforms to California Government Code and other statutes governing the investment of public funds; and

**WHEREAS**, said Investment Policy shall be reviewed annually and any changes must be approved by the Commission of the East Bay Dischargers Authority (Commission) by resolution; and

**WHEREAS**, a separate Investment Strategy has been approved for investment of the funds under Authority control; and

**WHEREAS**, updates to the Policy have been developed to ensure proper references to state documents; and

**WHEREAS**, the revised Policy and Strategy have been reviewed by the Financial Management Committee and recommended for approval by the Commission.

**NOW, THEREFORE, BE IT RESOLVED**, the Commission of the Authority hereby adopts revisions to the Investment Policy and Strategy.

**SAN LORENZO, CALIFORNIA, SEPTEMBER 18, 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**