



AGENDA

NOTICE OF REGULAR MEETING

TIME: 6 p.m.
PLACE: Dublin San Ramon Services District
Boardroom
7051 Dublin Boulevard, Dublin, CA
www.derwa.org

DATE: Monday, April 22, 2024

Our mission is to maximize the amount of recycled water delivered while recovering its costs; in doing so it will provide a reliable and consistent supply of recycled water to DSRSD and EBMUD for service to each of the agencies' customers.

1. CALL TO ORDER
2. PLEDGE TO THE FLAG
3. ROLL CALL
4. SPECIAL ANNOUNCEMENTS/ACTIVITIES
5. PUBLIC COMMENT (Meeting Open to the Public)

At this time, those in the audience are encouraged to address the Board on any item of interest that is within the subject matter jurisdiction of the Board and not already included on tonight's agenda. Comments should not exceed five minutes. Speaker cards are available from the Authority Secretary and should be completed and returned to the Authority Secretary prior to addressing the Board. The Chair of the Board will recognize each speaker, at which time the speaker should proceed to the lectern, introduce him/herself, and then proceed with his/her comment. Written comments may be submitted to the Authority Secretary at genzale@dsrsd.com. Comments received by 3 p.m. on the day of the meeting will be provided to the Board.
6. CONSENT CALENDAR

Matters listed under this item are considered routine and will be enacted by one action in the form listed below. There will be no separate discussion of these items unless requested by a Member of the Board or the public prior to the time the Board votes on the Motion to adopt.

 - A. Approve Minutes of Regular Board Meeting of February 5, 2024
Recommended Action: Approve by Motion
 - B. Approve Treasurer's Reports for January 31, and February 29, 2024
Recommended Action: Approve by Motion
 - C. Approve Quarterly Investment Report for March 31, 2024
Recommended Action: Approve by Motion

7. BOARD BUSINESS

- A. Approve Proclamation for Former Director John A. Coleman’s Service on the DERWA Board of Directors
Recommended Action: Approve by Motion
- B. Approve and Adopt the Fiscal Year 2024-2025 Operating and Capital Budget
Recommended Action: Approve by Resolution
- C. Approve the First Amendment to the Consulting Agreement for DSRSD•EBMUD Recycled Water Authority (“DERWA”) Interim Authority Manager Services with Richard G. Sykes
Recommended Action: Approve by Motion

8. STAFF REPORTS

- A. Authority Manager Update
- B. Discuss Special Board Meeting

9. BOARDMEMBER ITEMS

10. CLOSED SESSION

As Authorized Pursuant to Government Code Section 54957:
Public Employment
Position: Authority Manager

11. REPORT FROM CLOSED SESSION

12. ADJOURNMENT

All materials made available or distributed in open session at Board meetings are public information and are available for inspection during business hours by calling the Authority Secretary at (925) 828-0515. A fee may be charged for copies. District facilities and meetings comply with the Americans with Disabilities Act. If special accommodations are needed, please contact the Authority Secretary as soon as possible, but at least two days prior to the meeting.

Item 6.A

**DSRSD•EBMUD RECYCLED WATER AUTHORITY
(DERWA)
Board of Directors Regular Meeting Minutes
Monday, February 5, 2024**

1. CALL TO ORDER – Chair Coleman called the DSRSD•EBMUD Recycled Water Authority (DERWA) meeting to order at 6 p.m.
2. PLEDGE TO THE FLAG
3. ROLL CALL – Directors present: Chair John Coleman, Vice Chair Georgean Vonheeder-Leopold, and Directors April Chan, and Ann Marie Johnson. DERWA Staff present: Richard Sykes, Authority Manager; Austin Cho, General Counsel; and Nicole Genzale, Authority Secretary
4. SPECIAL ANNOUNCEMENTS/ACTIVITIES

Chair Coleman announced his upcoming departure from the EBMUD Board of Directors, and therefore he will also leave the DERWA Board, in early March. He shared that he has accepted a position at Calaveras County Water District. The Boardmembers and Authority Manager Sykes congratulated him on his nearly 30 years of service to DERWA and stated he will be greatly missed.
5. PUBLIC COMMENT – 6:03 p.m. – None
6. BOARD REORGANIZATION
 - A. Approve Selection of Board Officers for 2024

Director Chan MOVED to Nominate and Elect Vice Chair Vonheeder-Leopold as DERWA Chair. Vice Chair Vonheeder-Leopold SECONDED the MOTION, which CARRIED with FOUR AYES.

Director Johnson MOVED to Nominate and Elect Director Chan as DERWA Vice Chair. Chair Vonheeder-Leopold SECONDED the MOTION, which CARRIED with FOUR AYES.

Director Coleman passed the gavel to Chair Vonheeder-Leopold to conduct the meeting.

Director Coleman MOVED to Appoint Nicole Genzale as Authority Secretary. Vice Chair Chan SECONDED the MOTION, which CARRIED with FOUR AYES.
7. CONSENT CALENDAR

Director Johnson MOVED for approval of the items on the Consent Calendar. Vice Chair Chan SECONDED the MOTION, which CARRIED with FOUR AYES.

 - A. Approve Minutes of Regular Board Meeting of December 11, 2023 – Approved
 - B. Approve Treasurer’s Reports for October 31, November 30, and December 31, 2023 – Approved
 - C. Approve Quarterly Investment Report for December 31, 2023 – Approved

DRAFT

- D. Adopt New Cash Reserves Policy – Approved – Resolution No. 24-1

8. BOARD BUSINESS

- A. Receive Presentation on EBMUD-Central San Recycled Water Feasibility Evaluation

Ms. Sarah Reynolds, EBMUD Associate Civil Engineer, provided the presentation to the Board. The Board and staff discussed various aspects of the presentation. The Board was pleased the evaluation supported a pathway for development of a long-term agreement for the DERWA-Central San Diversion Project.

- B. Approve the First Amendment to the Interim Agreement Related to the Supply and Sale of Recycled Water Between the Dublin San Ramon Services District•East Bay Municipal Utility District Recycled Water Authority, Dublin San Ramon Services District, and East Bay Municipal Utility District

Authority Manager Sykes reviewed the item for the Board.

Director Coleman MOVED to approve Resolution No. 24-2, Approving the First Amendment to the Interim Agreement Related to the Supply and Sale of Recycled Water Between the Dublin San Ramon Services District•East Bay Municipal Utility District Recycled Water Authority, Dublin San Ramon Services District, and East Bay Municipal Utility District. Vice Chair Chan SECONDED the MOTION, which CARRIED with FOUR AYES.

9. STAFF REPORTS

- A. Authority Manager Update

Authority Manager Sykes stated he will arrange for Director Coleman’s attendance at an upcoming Board meeting to formally recognize him for his contributions to DERWA.

- B. Confirm Special Board Meeting – March 25, 2024

The Board acknowledged the special meeting date and did not request any changes.

10. BOARDMEMBER ITEMS – None

11. CLOSED SESSION

At 6:27 p.m. the Board went into Closed Session.

As Authorized Pursuant to Government Code Section 54957:
Public Employment
Position: Authority Manager

12. REPORT FROM CLOSED SESSION

At 6:45 p.m. the Board came out of Closed Session. General Counsel Cho announced that there was no reportable action.

13. ADJOURNMENT

Chair Vonheeder-Leopold adjourned the meeting at 6:45 p.m.

Submitted by,

Nicole M. Genzale, CMC
Authority Secretary

Item 6.B

DERWA Summary & Recommendation

Approve Treasurer's Reports for January 31, and February 29, 2024

Summary:

Attached is the Treasurer's Reports for the months ending January 31, and February 29, 2024, submitted by Treasurer Jacqueline Lee.

Recommendation:

The Treasurer recommends the DERWA Board of Directors approve, by Motion, the Treasurer's Reports for the months ending January 31, and February 29, 2024.

April 22, 2024

Attachments:

1. Treasurer's Report – January 31, 2024
2. Treasurer's Report – February 29, 2024

**DSRSD/EBMUD RECYCLED WATER AUTHORITY
TREASURER'S REPORT FOR JANUARY 31, 2024**

STAFF REPORT

Attached is the DERWA Treasurer's Report for the month ending January 31, 2024. A summary of transactions and recommendation follows.

Revenues/Funding: During the month, \$268,540 in agency reimbursements and \$10,396 in interest was received. Fiscal year-to-date revenue received for FY24 totaled \$1,416,051. No other miscellaneous payments were received this month.

Expenses: Current month disbursements were \$1,930,595. Fiscal year-to-date expenditures for FY24 total \$2,498,977; of which \$2,241,547 was for operating expenses. Expenditures do not reflect all staff and consultant costs incurred but not yet billed to DERWA in FY24.

Cash: The cash balance at January 31, 2024 was \$2,082,335.

Submitted by:



Jacqueline Lee
Treasurer

Dated: Feb 20, 2024

**DSRSD/EBMUD RECYCLED WATER AUTHORITY
TREASURER'S REPORT
FOR THE PERIOD ENDED JANUARY 31, 2023**

CAPITAL - PROJECT	Program Budget @ FY 2024	Expenditures FY 23 and Prior (a)	Expenditures Current Month	Expenditures FY 24 YTD (b)	Expenditures Grand Total (a+b)	DSRSD EXP Grand Total	EBMUD EXP Grand Total
Pipeline Reach 1	-	7,560,517	-	-	7,560,517	4,383,920	3,176,597
Pipeline Reach 2	-	4,558,120	-	-	4,558,120	3,882,264	675,856
Pipeline Reach 3	-	2,286,003	-	-	2,286,003	1,719,204	566,799
Pipeline Reach 4	-	1,614,959	-	-	1,614,959	363,685	1,251,274
Pipeline Reach 5	-	1,430,991	-	-	1,430,991	200,195	1,230,796
Pipeline Reach 6	-	6,759,869	-	-	6,759,869	430,784	6,329,085
Treatment Plant	-	15,732,794	-	-	15,732,794	8,948,843	6,783,951
Pump Stations	-	8,563,294	-	-	8,563,294	6,776,648	1,786,646
Water Tanks	-	12,393,483	-	-	12,393,483	7,221,552	5,171,931
Phase 2 Pipeline & Pump Station	-	3,462,938	-	-	3,462,938	-	3,462,938
Backbone Corrosion	-	1,109,004	-	-	1,109,004	122,302	986,702
SCADA	-	341,726	-	-	341,726	194,784	146,942
EBMUD Pipeline Phase 2, 3 & 4	-	602,193	-	-	602,193	-	602,193
Fine Screening	-	927,811	-	-	927,811	528,852	398,959
New/Replacement Capital <50K	200,000	347,683	-	23,036	370,719	155,712	215,007
MF/UV Control Programing Update	-	144,366	-	-	144,366	82,289	62,077
Program Planning & Air Relief	-	5,491,623	-	-	5,491,623	2,696,685	2,794,938
Planning Prior Years	-	3,665,330	-	-	3,665,330	1,796,012	1,869,318
Permanent Suppl. Supply	435,000	1,586,724	69,357	227,228	1,813,952	1,052,092	761,860
PSR-1 VFD Replacement	-	-	-	-	-	-	-
Air Relief Valve Rehabilitation/Replacement	135,000	-	-	-	-	-	-
SFUV and MF Operational Analysis	-	45,477	-	-	45,477	20,919	24,558
Chlorine Mixer Replacement	-	13,111	-	-	13,111	6,031	7,080
SFUV Cable Harness Replacement	23,000	149,784	-	-	149,784	68,901	80,883
UV Lamp Electrical Connector Replacement	17,000	126,635	-	-	126,635	58,252	68,383
HVAC Replacements	-	-	-	-	-	-	-
TIPS VFD Upgrades	150,000	-	-	-	-	-	-
Backwash Analysis	200,000	-	-	-	-	-	-
Gate Replacements	150,000	-	-	-	-	-	-
Pine Valley Transmission Cathodic Protection	230,000	-	-	-	-	-	-
Decommission Microfiltration Facility	50,000	-	-	-	-	-	-
MF Membrane Replace	-	698,833	-	-	698,833	335,440	363,393
LVAMWA Connection	-	-	-	-	-	-	-
6th RWTP Sand Filter	-	255	-	-	255	27	228
DWR IRWM- Prop 84 Rd 3 Drought Project	-	16,432	-	-	16,432	8,216	8,216
PSR1 /Recy. Water Treatment Expansion	-	15,528,260	-	7,166	15,535,426	9,819,731	5,715,695
Pleasanton Capital Billing/Contingency	-	5,795,139	-	-	5,795,139	-	5,795,139
Capitalized Interest	-	1,960,872	-	-	1,960,872	960,827	1,000,045
Total Capital Impr. Proj. Element	1,590,000	102,914,226	69,357	257,430	103,171,656	51,834,167	51,337,489

OPERATING - ITEM	Program Budget @ FY 2024	Expenditures FY 23 and Prior (a)	Expenditures Current Month	Expenditures FY 24 YTD (b)	Expenditures Grand Total (a+b)	DSRSD EXP Grand Total	EBMUD EXP Grand Total
DERWA Program Manager	245,000	4,063,634	32,070	53,699	4,117,333	2,953,484	1,163,849
Treasurer	101,000	3,045,547	2,148	26,091	3,071,638	2,303,728	767,910
Legal Counsel	25,000	567,517	-	17,399	584,916	438,687	146,229
Secretary	18,000	272,570	4,744	5,035	277,605	208,204	69,401
Other	135,000	1,972,030	-	139,302	2,111,332	1,583,500	527,832
Operation and Maintenance Detail	5,725,000	30,808,285	1,822,276	2,000,021	32,808,306	24,946,851	7,861,455
Debt Service	1,645,513	30,256,626	-	-	30,256,626	16,156,696	14,099,930
Total Operating Program Element	7,894,513	70,986,209	1,861,238	2,241,547	73,227,756	48,591,150	24,636,606

PROJECT TOTALS	9,484,513	173,900,435	1,930,595	2,498,977	176,399,412	100,425,317	75,974,095
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REVENUES & FUNDING	Current Month	Fiscal Year
Agency Contribution	-	-
DSRSD	-	-
EBMUD	-	-
Pleasanton	-	-
Agency Reimbursements - DSRSD	37,330	566,064
Agency Reimbursements - EBMUD	101,175	302,050
Commercial Paper Issued	-	-
Pleasanton payments	130,035	527,929
Interest / Contracts	10,396	20,008
Misc Income	-	-
TOTAL REVENUES & FUNDING	278,936	1,416,051

CASH AVAILABLE	Current Month	Fiscal Year
Beginning Cash	3,733,994	1,393,499
Beg. Balance Adj (Prior Year Accruals)	-	1,771,762
Rounding	-	-
Total Revenues & Funding	278,936	1,416,051
Total Expenditures	(1,930,595)	(2,498,977)
Ending Cash	2,082,335	2,082,335

Prepared by Matt Houck Date Feb 20, 2024
 Reviewed by Melody Y. Wang Date Feb 20, 2024
 Approved by David Glasser Date Feb 20, 2024

**DRSRD/EBMUD RECYCLED WATER AUTHORITY
SUMMARY OF EXPENDITURES
FOR THE PERIOD ENDED
January 31, 2024**

Check Date	Check Number	Payee	Category	TOTAL Amount	DRSRD Amount	EBMUD Amount	Operating	Capital	
01/03/24	200042793	BARRETT BUSINESS SERVICES INC	Op-Prg Manager-Staff (69/31)	330.00	227.70	102.30	O	330.00	0.00
01/03/24	200042796	BROWN & CALDWELL	Cap - Prm Suppl Wtr Sup (58/42)	24,282.74	14,083.99	10,198.75	C	0.00	24,282.74
01/03/24	200042796	BROWN & CALDWELL	Cap - Prm Suppl Wtr Sup (58/42)	45,074.50	26,143.21	18,931.29	C	0.00	45,074.50
01/03/24	200042817	DUBLIN SAN RAMON SERVICES DIST	Op-Prg Manager-Salary (69/31)	5,399.33	3,725.54	1,673.79	O	5,399.33	0.00
01/03/24	200042817	DUBLIN SAN RAMON SERVICES DIST	Op-Secretary (69/31)	655.11	452.03	203.08	O	655.11	0.00
01/03/24	200042817	DUBLIN SAN RAMON SERVICES DIST	Op-Operating (69/31)	647,868.74	447,029.43	200,839.31	O	647,868.74	0.00
01/03/24	200042817	DUBLIN SAN RAMON SERVICES DIST	Op-Prg Manager-Salary (69/31)	7,500.55	5,175.38	2,325.17	O	7,500.55	0.00
01/03/24	200042817	DUBLIN SAN RAMON SERVICES DIST	Op-Secretary (69/31)	1,274.79	879.61	395.18	O	1,274.79	0.00
01/03/24	200042817	DUBLIN SAN RAMON SERVICES DIST	Op-Operating (69/31)	631,426.92	435,684.57	195,742.35	O	631,426.92	0.00
01/19/24	200043663	BARRETT BUSINESS SERVICES INC	Op-Prg Manager-Staff (69/31)	363.01	250.48	112.53	O	363.01	0.00
01/19/24	200043663	BARRETT BUSINESS SERVICES INC	Op-Prg Manager-Staff (69/31)	297.00	204.93	92.07	O	297.00	0.00
01/19/24	200043663	BARRETT BUSINESS SERVICES INC	Op-Prg Manager-Staff (69/31)	858.01	592.03	265.98	O	858.01	0.00
01/19/24	200043724	ICF INTERNATIONAL	Op-Prg Mgr-Public Info (49/51)	1,250.00	612.50	637.50	O	1,250.00	0.00
01/19/24	200043689	DUBLIN SAN RAMON SERVICES DIST	Op-Prg Manager-Salary (69/31)	16,071.92	11,089.62	4,982.30	O	16,071.92	0.00
01/19/24	200043689	DUBLIN SAN RAMON SERVICES DIST	Op-Secretary (69/31)	2,813.79	1,941.52	872.27	O	2,813.79	0.00
01/19/24	200043689	DUBLIN SAN RAMON SERVICES DIST	Op-Operating (69/31)	542,980.09	374,656.26	168,323.83	O	542,980.09	0.00
01/19/24	200043693	EBMUD	Op- Trea- Cost Acct(69/31)	2,148.46	1,482.44	666.02	O	2,148.46	0.00
				-	-	-		0.00	0.00
				-	-	-		0.00	0.00
				1,930,594.96	1,324,231.24	606,363.72		1,861,237.72	69,357.24

Certificates of Disb.	
Wk Ending	Amount
1/3/24	\$ 1,363,812.68
1/19/24	\$ 566,782.28
	\$ 1,930,594.96

Pleasanton-	-
OP	1,861,237.72
CAP	69,357.24

0.00 Reconciled
0.00 Reconciled
0.00 Reconciled
0.00 Reconciled

DERWA CASH REPORT

Cash Balance as of 12/31/23 3,733,994.20 *Reconciled to DERWA TR*

Add member agency's contribution:

Agency Reimbursements - DSRSD	37,329.88
Agency Reimbursements - EBMUD	101,174.57
City of Pleasanton Payments	130,035.14
Interest Income	10,395.94
Other Reimbursements- Misc	0.00

Less invoice payments:

BARRETT BUSINESS SERVICES INC	1/3/2024	(330.00)
BROWN & CALDWELL	1/3/2024	(24,282.74)
BROWN & CALDWELL	1/3/2024	(45,074.50)
DUBLIN SAN RAMON SERVICES DIST	1/3/2024	(653,923.18)
DUBLIN SAN RAMON SERVICES DIST	1/3/2024	(640,202.26)
BARRETT BUSINESS SERVICES INC	1/19/2024	(363.01)
BARRETT BUSINESS SERVICES INC	1/19/2024	(297.00)
BARRETT BUSINESS SERVICES INC	1/19/2024	(858.01)
ICF INTERNATIONAL	1/19/2024	(1,250.00)
DUBLIN SAN RAMON SERVICES DIST	1/19/2024	(561,865.80)
EBMUD	1/19/2024	(2,148.46)

Cash Balance as of	01/31/24	2,082,334.77
	Rounding	0.23
Cash Balance	01/31/24	2,082,335.00

**DSRSD/EBMUD RECYCLED WATER AUTHORITY
TREASURER'S REPORT FOR FEBRUARY 29, 2024**

STAFF REPORT

Attached is the DERWA Treasurer's Report for the month ending February 29, 2024. A summary of transactions and recommendation follows.

Revenues/Funding: During the month, no agency reimbursements were received. Fiscal year-to-date revenue received for FY24 totaled \$1,416,051. No other miscellaneous payments were received this month.

Expenses: Current month disbursements were \$32,696. Fiscal year-to-date expenditures for FY24 total \$2,531,673; of which \$2,248,433 was for operating expenses. Expenditures do not reflect all staff and consultant costs incurred but not yet billed to DERWA in FY24.

Cash: The cash balance at February 29, 2024 was \$2,049,639.

Submitted by:



Jacqueline Lee
Treasurer

Dated: Mar 19, 2024

**DSRSD/EBMUD RECYCLED WATER AUTHORITY
TREASURER'S REPORT
FOR THE PERIOD ENDED FEBRUARY 29, 2024**

CAPITAL - PROJECT	Program Budget @ FY 2024	Expenditures FY 23 and Prior (a)	Expenditures Current Month	Expenditures FY 24 YTD (b)	Expenditures Grand Total (a+b)	DSRSD EXP Grand Total	EBMUD EXP Grand Total
Pipeline Reach 1	-	7,560,517	-	-	7,560,517	4,383,920	3,176,597
Pipeline Reach 2	-	4,558,120	-	-	4,558,120	3,882,264	675,856
Pipeline Reach 3	-	2,286,003	-	-	2,286,003	1,719,204	566,799
Pipeline Reach 4	-	1,614,959	-	-	1,614,959	363,685	1,251,274
Pipeline Reach 5	-	1,430,991	-	-	1,430,991	200,195	1,230,796
Pipeline Reach 6	-	6,759,869	-	-	6,759,869	430,784	6,329,085
Treatment Plant	-	15,732,794	-	-	15,732,794	8,948,843	6,783,951
Pump Stations	-	8,563,294	-	-	8,563,294	6,776,648	1,786,646
Water Tanks	-	12,393,483	-	-	12,393,483	7,221,552	5,171,931
Phase 2 Pipeline & Pump Station	-	3,462,938	-	-	3,462,938	-	3,462,938
Backbone Corrosion	-	1,109,004	-	-	1,109,004	122,302	986,702
SCADA	-	341,726	-	-	341,726	194,784	146,942
EBMUD Pipeline Phase 2, 3 & 4	-	602,193	-	-	602,193	-	602,193
Fine Screening	-	927,811	-	-	927,811	528,852	398,959
New/Replacement Capital <50K	200,000	347,683	-	23,036	370,719	155,712	215,007
MF/UV Control Programing Update	-	144,366	-	-	144,366	82,289	62,077
Program Planning & Air Relief	-	5,491,623	-	-	5,491,623	2,696,685	2,794,938
Planning Prior Years	-	3,665,330	-	-	3,665,330	1,796,012	1,869,318
Permanent Suppl. Supply	435,000	1,586,724	25,810	253,038	1,839,762	1,067,062	772,700
PSR-1 VFD Replacement	-	-	-	-	-	-	-
Air Relief Valve Rehabilitation/Replacement	135,000	-	-	-	-	-	-
SFUV and MF Operational Analysis	-	45,477	-	-	45,477	20,919	24,558
Chlorine Mixer Replacement	-	13,111	-	-	13,111	6,031	7,080
SFUV Cable Harness Replacement	23,000	149,784	-	-	149,784	68,901	80,883
UV Lamp Electrical Connector Replacement	17,000	126,635	-	-	126,635	58,252	68,383
HVAC Replacements	-	-	-	-	-	-	-
TIPS VFD Upgrades	150,000	-	-	-	-	-	-
Backwash Analysis	200,000	-	-	-	-	-	-
Gate Replacements	150,000	-	-	-	-	-	-
Pine Valley Transmission Cathodic Protection	230,000	-	-	-	-	-	-
Decommission Microfiltration Facility	50,000	-	-	-	-	-	-
MF Membrane Replace	-	698,833	-	-	698,833	335,440	363,393
LVAMWA Connection	-	-	-	-	-	-	-
6th RWTP Sand Filter	-	255	-	-	255	27	228
DWR IRWM- Prop 84 Rd 3 Drought Project	-	16,432	-	-	16,432	8,216	8,216
PSR1 /Recy. Water Treatment Expansion	-	15,528,260	-	7,166	15,535,426	9,819,731	5,715,695
Pleasanton Capital Billing/Contingency	-	5,795,139	-	-	5,795,139	-	5,795,139
Capitalized Interest	-	1,960,872	-	-	1,960,872	960,827	1,000,045
Total Capital Impr. Proj. Element	1,590,000	102,914,226	25,810	283,240	103,197,466	51,849,137	51,348,329

OPERATING - ITEM	Program Budget @ FY 2024	Expenditures FY 23 and Prior (a)	Expenditures Current Month	Expenditures FY 24 YTD (b)	Expenditures Grand Total (a+b)	DSRSD EXP Grand Total	EBMUD EXP Grand Total
DERWA Program Manager	245,000	4,063,634	3,806	57,505	4,121,139	2,956,129	1,165,010
Treasurer	101,000	3,045,547	-	26,091	3,071,638	2,303,728	767,910
Legal Counsel	25,000	567,517	3,080	20,479	587,996	440,997	146,999
Secretary	18,000	272,570	-	5,035	277,605	208,204	69,401
Other	135,000	1,972,030	-	139,302	2,111,332	1,583,500	527,832
Operation and Maintenance Detail	5,725,000	30,808,285	-	2,000,021	32,808,306	24,946,851	7,861,455
Debt Service	1,645,513	30,256,626	-	-	30,256,626	16,156,696	14,099,930
Total Operating Program Element	7,894,513	70,986,209	6,886	2,248,433	73,234,642	48,596,105	24,638,537

PROJECT TOTALS	9,484,513	173,900,435	32,696	2,531,673	176,432,108	100,445,242	75,986,866
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REVENUES & FUNDING	Current Month	Fiscal Year
Agency Contribution	-	-
DSRSD	-	-
EBMUD	-	-
Pleasanton	-	-
Agency Reimbursements - DSRSD	-	566,064
Agency Reimbursements - EBMUD	-	302,050
Commercial Paper Issued	-	-
Pleasanton payments	-	527,929
Interest / Contracts	-	20,008
Misc Income	-	-
TOTAL REVENUES & FUNDING	-	1,416,051

CASH AVAILABLE	Current Month	Fiscal Year
Beginning Cash	2,082,335	1,393,499
Beg. Balance Adj (Prior Year Accruals)	-	1,771,762
Rounding	-	-
Total Revenues & Funding	-	1,416,051
Total Expenditures	(32,696)	(2,531,673)
Ending Cash	2,049,639	2,049,639

Prepared by Matt Houck Date Mar 11, 2024
 Reviewed by Melody Cf. Wang Date Mar 11, 2024
 Approved by David Glasser Date Mar 11, 2024

**DSRSD/EBMUD RECYCLED WATER AUTHORITY
SUMMARY OF EXPENDITURES
FOR THE PERIOD ENDED
February 29, 2024**

Check Date	Check Number	Payee	Category	TOTAL Amount	DSRSD Amount	EBMUD Amount	Operating	Capital
02/07/24	200044592	BARRETT BUSINESS SERVICES INC	Op-Prg Manager-Staff (69/31)	759.01	523.72	235.29	○ 759.01	0.00
02/07/24	200044592	BARRETT BUSINESS SERVICES INC	Op-Prg Manager-Staff (69/31)	660.01	455.41	204.60	○ 660.01	0.00
02/07/24	200044635	DOWNEY BRAND, LLP	Op-Derwa Legal Counsel (69/31)	3,080.00	2,125.20	954.80	○ 3,080.00	0.00
02/07/24	200044599	BROWN & CALDWELL	Cap - Prm Suppl Wtr Sup (58/42)	25,810.24	14,969.94	10,840.30	○ 0.00	25,810.24
02/16/24	200045104	BARRETT BUSINESS SERVICES INC	Op-Prg Manager-Staff (69/31)	1,023.02	705.88	317.14	○ 1,023.02	0.00
02/16/24	200045104	BARRETT BUSINESS SERVICES INC	Op-Prg Manager-Staff (69/31)	561.01	387.10	173.91	○ 561.01	0.00
02/16/24	200045174	ICF INTERNATIONAL	Op-Prg Mgr-Public Info (49/51)	802.50	393.23	409.27	○ 802.50	0.00
				-	-	-	0.00	0.00
				-	-	-	0.00	0.00
				32,695.79	19,560.48	13,135.31	6,885.55	25,810.24

Certificates of Disb.			
Wk Ending	Amount		
2/7/24	\$ 30,309.26	Pleasanton-	-
2/16/24	\$ 2,386.53		
	\$ 32,695.79		

	OP	6,885.55	0.00 Reconciled
	CAP	25,810.24	0.00 Reconciled
			0.00 Reconciled
			0.00 Reconciled

DERWA CASH REPORT

Cash Balance as of

01/31/24

2,082,334.77 Reconciled to DERWA TR

Add member agency's contribution:

Agency Reimbursements - DSRSD	0.00
Agency Reimbursements - EBMUD	0.00
City of Pleasanton Payments	0.00
Interest Income	0.00
Other Reimbursements- Misc	0.00

Less invoice payments:

BARRETT BUSINESS SERVICES INC	2/7/2024	(759.01)
BARRETT BUSINESS SERVICES INC	2/7/2024	(660.01)
DOWNEY BRAND, LLP	2/7/2024	(3,080.00)
BROWN & CALDWELL	2/7/2024	(25,810.24)
BARRETT BUSINESS SERVICES INC	2/16/2024	(1,023.02)
BARRETT BUSINESS SERVICES INC	2/16/2024	(561.01)
ICF INTERNATIONAL	2/16/2024	(802.50)

Cash Balance as of

02/29/24

2,049,638.98

Rounding

0.02

Cash Balance 02/29/24

2,049,639.00

Item 6.C

DERWA Summary & Recommendation

Approve Quarterly Investment Report for March 31, 2024

Summary:

Section 53646 of the Government Code allows the Treasurer of the Authority to submit to the Authority Manager, the Internal Auditor, and the Board of Directors a quarterly investment report. It also stipulates that the investment report must include the types of investments in which the Authority has invested its funds, the issuer, date of maturity, the value of the investment at maturity, and the dollar amount that is invested in the security.

The investments held by the Authority in the State of California Local Agency Investment Fund on March 31, 2024, were \$1,045,137. The investment portfolio is in full compliance with the Board's adopted policy regarding the Authority's investments.

In compliance with Section 53646(b)3 of the Government Code, this report denotes that the Authority will be able to meet expenditure requirements for the next six months from revenues/reimbursements/contributions from member agencies.

Recommendation:

The Treasurer recommends the DERWA Board of Directors approve, by Motion, the Quarterly Investment Report for March 31, 2024.

April 22, 2024

Item 7.A

DERWA Summary & Recommendation

Approve Proclamation for Former Director John A. Coleman's Service on the DERWA Board of Directors

Summary:

Former Director John A. Coleman departed the DERWA Board upon resignation of his seat on the East Bay Municipal Utility District (EBMUD) Board of Directors in March 2024. Mr. Coleman was elected as a Boardmember for EBMUD's Ward 2 in 1990, serving constituents in Alamo, Lafayette, Walnut Creek, the Town of Danville, communities of Blackhawk and Diablo, and portions of Pleasant Hill and San Ramon for 33 years. He was EBMUD's longest serving Boardmember. He served as a DERWA Boardmember since its inception in 1995, serving as Vice Chair and Chair, respectively, making significant contributions to the success of DERWA.

Recommendation:

The Authority Manager recommends the DERWA Board of Directors approve, by Motion, the Proclamation of Appreciation for Service to DERWA by John A. Coleman.

April 22, 2024

Attachment:

1. Proclamation

DERWA
PROCLAMATION FOR SERVICE

WHEREAS, the Dublin San Ramon Services District•East Bay Municipal Utility District Recycled Water Authority (DERWA) was formed by its Member Agencies in 1995 to implement a recycled water program from a public policy perspective that benefits portions of the San Ramon and Livermore-Amador Valleys; and

WHEREAS, the Members of the DERWA Board of Directors have diligently worked to achieve the mission of providing a cost-effective, dependable, and consistent supply of recycled water to the communities served by Dublin San Ramon Services District (DSRSD) and East Bay Municipal Utility District (EBMUD); and

WHEREAS, John A. Coleman has been on the DERWA Board of Directors since its inception in 1995, serving as Vice Chair and Chair throughout the years; and has contributed throughout DERWA’s growth from planning, through design and construction into a successfully operating recycled water system of benefit to the region and the state; and

WHEREAS, John A. Coleman has championed innovation and responsible stewardship regarding recycled water supply and reliability; and

WHEREAS, John A. Coleman has provided invaluable advocacy and meaningful engagement through the cultivation of relationships with Tri-Valley partners such as the City of Dublin, City of San Ramon, Central Contra Costa Sanitary District, and Zone 7 Water Agency; and

WHEREAS, John A. Coleman continues his commitment to ensuring safe and reliable water service to California residents as he leaves EBMUD to serve as the Water Resources Manager for the Calaveras County Water District; and

WHEREAS, John A. Coleman has earned the esteem and friendship of all who have collaborated with him.

NOW, THEREFORE, BE IT PROCLAIMED that the Board of Directors of the Dublin San Ramon Services District•East Bay Municipal Utility District Recycled Water Authority hereby expresses its sincere appreciation for the contributions of

John A. Coleman

Passed and adopted the 22nd day of April 2024 by the DSRSD•EBMUD Recycled Water Authority Board of Directors.

Georgean M. Vonheeder-Leopold
Chair

April Chan
Vice Chair

Ann Marie Johnson
Director

Marguerite Young
Director

Nicole M. Genzale, CMC
Authority Secretary

DERWA Summary & Recommendation

Approve and Adopt the Fiscal Year 2024-2025 Operating and Capital Budget

Summary:

The DERWA Joint Exercise of Powers Agreement (JPA) provides that the Authority must adopt an annual fiscal year budget showing expenditures and means of financing such expenditures. The Fiscal Year (FY) 2024-2025 proposed operating budget is \$8.497 million, an increase of \$602,000 (7.6%) over the adopted FY 2023-2024 operating budget of \$7.895 million. Recycled water deliveries for FY 2024-2025 are projected to be approximately 5,260 acre-feet.

The proposed DERWA operating budget includes DSRSD's FY 2024-2025 budget of \$6.310 million for the operations and maintenance of the DERWA facilities, an increase of approximately \$585,000 (10.2%) over the adopted FY 2023-2024 DSRSD operations and maintenance budget. Generally, the increases in the DSRSD's operations and maintenance budget are attributable to:

- **Energy** – Based on data related to projected rate increases from Pacific Gas & Electric (PG&E), a 15 percent increase has been included in the proposed FY 2024-2025 budget for energy costs. This represents an increase of \$230,000 from the previous fiscal year.
- **Labor** – The labor portion of the operations and maintenance budget includes a \$117,000 increase from the current fiscal year to reflect fully burdened labor rates and increased maintenance requirements.
- **Backwash** – The cost to treat recycled water filter backwash streams discharged to the DSRSD wastewater treatment plant is projected to increase by \$70,000 from \$1,400,000 to \$1,470,000. DERWA and DSRSD are currently studying potential options to reduce the volume and/or strength of the filter backwash stream to mitigate the anticipated increase in treatment cost.
- **Asset Replacement** – An estimated \$110,000 in mechanical and electrical assets require replacement in FY 2024-2025. The replacement strategy will allow the components to be replaced in a scheduled and proactive manner.

Agency contributions plus estimated revenue from water sales to the City of Pleasanton will cover the \$8.497 million budget for the operations and administrative expenses, and the debt service payments. The FY 2024-2025 budget for the state loan repayment is \$1.646 million.

The capital expenditure for FY 2024-2025 is \$1.176 million. Total capital appropriations are proposed to increase from \$108.011 to \$108.176 million, an increase of \$165,000 to fund the projects in the FY 2024-2025 capital plan. Capital appropriations include prior capital spending, estimated FY 2023-2024 capital expenditures, and proposed FY 2024-2025 expenditures. Previously approved future appropriations have been utilized and adjusted accordingly. Capital projects continuing from the FY 2023-2024 budget are the Permanent Supplemental Water Supply, New/Replacement Capital <\$50K, Tertiary Influent Pump Station (TIPS) Variable Frequency Drives Upgrade, Air Relief Valve Rehabilitation/Replacements, and HVAC Replacements.

The required contribution for operations from the Member Agencies will be based on the projected water sales for FY 2024-2025, currently projected at 67 percent DSRSD and 33 percent EBMUD.

Pleasanton will continue to pay a per acre-foot charge for water delivered. The required contributions for the state loan repayment will be based on the allocation of capital facilities.

For DSRSD, the estimated FY 2024-2025 contribution is \$4.672 million for the operating budget and \$547,000 for the capital budget; for EBMUD the estimated contribution is \$2.757 million for the operating budget and \$379,000 for the capital budget; for City of Pleasanton the estimated payments for recycled water deliveries are \$1.068 million. The DERWA Treasurer and Member Agencies have reviewed the proposed budget.

Recommendation:

The Authority Manager and Treasurer recommend the DERWA Board of Directors approve, by Resolution, the DERWA Fiscal Year 2024-2025 Operating and Capital Budget.

April 22, 2024

Attachment:

1. DERWA Resolution No. 24-3

DERWA
RESOLUTION NO. 24-3

RESOLUTION OF THE BOARD OF DIRECTORS OF THE DUBLIN SAN RAMON SERVICES DISTRICT EAST BAY MUNICIPAL UTILITY DISTRICT RECYCLED WATER AUTHORITY APPROVING AND ADOPTING THE FISCAL YEAR 2024-2025 OPERATING AND CAPITAL BUDGET

WHEREAS, the Joint Exercise of Powers Agreement under which Dublin San Ramon Services District East Bay Municipal Utility District Recycled Water Authority (DERWA) was formed provides that on or before April 30 of each year, the Authority's Board of Directors must adopt an annual budget for the following fiscal year showing proposed expenditures and the proposed means of financing such expenditures; and

WHEREAS, the DERWA Treasurer and the Member Agencies have reviewed, and the Authority Manager has recommended, a proposed Operating and Capital Budget for Fiscal Year (FY) 2024-2025; and presented the proposed budget at the April 22, 2024, DERWA Board Meeting; and

WHEREAS, the Board of Directors has considered all the oral and written information presented.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the DSRSD•EBMUD Recycled Water Authority, a Joint Powers Authority, located in the Counties of Alameda and Contra Costa, California, as follows:

1. An operating budget appropriation totaling \$8.497 million is hereby approved and adopted for FY 2024-2025 as presented in "Attachment A."
2. The capital budget appropriation is increased from \$108.011 million to \$108.176 million as presented in "Attachment A." Adjustments between projects shall be subject to the same limits established by DERWA accounting and control procedures for expenditures. For the operating budget, appropriations are made by work element.
3. In order to provide for completion of work on projects authorized but not completed as of the close of the fiscal year, balances remaining at the close of FY 2024-2025 are hereby appropriated for expenditure in the subsequent fiscal year, in addition to the applicable fiscal year appropriations for capital and operating expenditures.
4. The Source of Funds for the capital and operating expenditures for FY 2024-2025 shall be from Member Agency contributions, payments made by City of Pleasanton in accordance with the January 7, 2014 Agreement to Provide Recycled Water Services by and between DERWA and the City of Pleasanton, state and federal grants or loans, and/or

borrowed sources such as but not limited to commercial paper as prudently determined by the DERWA Treasurer.

5. After consideration of DERWA reserves and working fund balances as required under Article 13 of the Joint Powers Agreement and given the Source of Funds as described in paragraph 4 above, the capital and operating expenditure budget projects a revenue shortfall.
6. In accordance with Article 18 of the Joint Powers Agreement, a series of demands shall be made of the Member Agencies for funds equal to the revenue shortfall as determined by the percentages in the Water Sales Agreement.
7. All expenditures shall be authorized, and revenue shall be collected in accordance with DERWA's adopted Accounting Control Procedures.
8. The Treasurer shall analyze cash flow needs and invoice Member Agencies as needed to maintain a prudent and sufficient working capital balance for DERWA.
9. EBMUD and DSRSD shall share in the expense for the operations and maintenance of the DERWA facilities based on their proportion of actual water deliveries.
10. All expenditures in FY 2024-2025, except those listed in the operating budget, are capital expenditures.

ADOPTED by the Board of Directors of the DSRSD•EBMUD Recycled Water Authority, a Joint Powers Authority, located in the Counties of Alameda and Contra Costa, California, at its Regular Meeting held on the 22nd day of April 2024, and passed by the following vote:

AYES:

NOES:

ABSENT:

Georgeann Vonheeder-Leopold, DERWA Chair

ATTEST

Nicole M. Genzale, Authority Secretary



**Dublin San Ramon
Services District**

Water, wastewater, recycled water



**Dublin San Ramon Services District
East Bay Municipal Utility District
Recycled Water Authority
(DERWA)**

**OPERATING AND CAPITAL BUDGET
FISCAL YEAR 2024-2025**

April 22, 2024

DERWA OPERATING AND CAPITAL BUDGET FISCAL YEAR 2024-2025

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Valve Rehabilitation	24

Program Budget

Table 1: **APPROPRIATIONS (\$000)**

	Prior Appr	FY25 Appr
Capital Appropriations	108,011	165
Operating Appropriations	78,881	8,497

Table 2: **CAPITAL PROGRAM CASH FLOW (\$000)**

	Prior Spending	Estimated FY24	Proposed FY25	Future	Total
Completed Projects	98,590	-	-	-	98,590
Continuing Projects	1,934	800	1,176	2,476	6,386
Capitalized Interest during Construction	2,200	-	-	-	2,200
Contingency	-	-	-	1,000	1,000
Total	102,724	800	1,176	3,476	108,176

Table 3: **OPERATING BUDGET (\$000)**

	FY24 Budget	Estimated FY24 Expenses	Proposed FY25 Budget	Budget Variance
Operations and Administration	6,249	5,498	6,851	602
Debt Service	1,646	1,646	1,646	0
Total	7,895	7,144	8,497	602

Source of Funds Summary

Table 4: DERWA PROJECTED CONTRIBUTIONS BY AGENCY (\$'000)

	Estimated FY24	Projected FY25
<i>CAPITAL</i>		
AGENCY CONTRIBUTION		
DSRSD	397	547
EBMUD	333	379
PLEASANTON CONTRIBUTION	70	250
STATE LOAN/GRANT	-	-
TOTAL CAPITAL	800	1,176
<i>OPERATING</i>		
AGENCY CONTRIBUTION *		
DSRSD	3,905	4,672
EBMUD	2,254	2,757
PLEASANTON PAYMENT	<u>985</u>	<u>1,068</u>
TOTAL OPERATING	7,144	8,497

*Agency contributions are calculated based on O&M costs, administrative costs and debt service costs. For FY25, O&M and administrative costs, less payments from Pleasanton are split 67 percent DSRSD/33 percent EBMUD based on the projected water deliveries and will be adjusted at the end of the water year to reflect actual deliveries per Section V.A. of the sales agreement. Debt service costs are split based on the allocation of capital facilities.

Operating Budget

Table 5: OPERATING BUDGET

Work Element	FY24 Budget	Estimated FY24 Expenses	Proposed FY25 Budget	Budget Variance
Program Manager	245,000	136,600	245,000	-
Treasurer	101,000	61,000	101,000	-
Legal Counsel	25,000	25,000	25,000	-
Secretary	18,000	16,000	20,000	2,000
Other (Insurance)	135,000	139,300	150,000	15,000
Operations	5,725,000	5,120,300	6,310,000	585,000
Debt Service	1,645,513	1,645,514	1,645,514	1
TOTAL	7,894,513	7,143,714	8,496,514	602,001

Table 6: DERWA PROGRAM MANAGER DETAIL

	FY24 Budget	Projected EOY FY24 Expenses	Proposed FY25 Budget
Authority Manager	175,000	100,000	175,000
Staff	20,000	25,500	20,000
Expenses	1,000	200	1,000
DSRSD Charges	1,000	-	1,000
Travel	-	-	-
Office Supplies	-	-	-
Other	-	600	-
Public Information	40,000	10,300	40,000
Consultant Support	8,000	-	8,000
TOTAL	245,000	136,600	245,000

Table 7: DERWA TREASURER DETAIL

	FY24 Budget	Projected EOY FY24 Expenses	Proposed FY25 Budget
Salary	30,000	15,000	30,000
Cost Accounting	65,000	40,000	65,000
Audit	6,000	6,000	6,000
TOTAL	101,000	61,000	101,000

Table 8: DERWA LEGAL COUNSEL DETAIL

	FY24 Budget	Projected EOY FY24 Expenses	Proposed FY25 Budget
Contract	25,000	25,000	25,000
TOTAL	25,000	25,000	25,000

Table 9: DERWA SECRETARY DETAIL

	FY24 Budget	Projected EOY FY24 Expenses	Proposed FY25 Budget
Salary	15,000	15,000	17,000
Expenses	3,000	1,000	3,000
Training	-	-	-
TOTAL	18,000	16,000	20,000

Table 10: **DERWA OTHER DETAIL**

	FY24 Budget	Projected EOY FY24 Expenses	Proposed FY25 Budget
Insurance	135,000	139,300	150,000
TOTAL	135,000	139,300	150,000

Table 11: **DERWA OPERATIONS DETAIL**

	FY24 Budget	Projected EOY FY24 Expenses	Proposed FY25 Budget
<u>DSRSD Operations:</u>			
Labor	1,467,000	1,320,300	1,584,000
Material/Supplies/Services	4,004,500	3,605,000	4,443,000
Contractual Services	213,500	195,000	243,000
CCCSD Supplemental Supply	40,000		40,000
TOTAL	5,725,000	5,120,300	6,310,000

Table 12: **DERWA DEBT SERVICE DETAIL**

	FY24 Budget	Projected EOY FY24 Expenses	Proposed FY25 Budget
State Loan Payments	1,645,513	1,645,514	1,645,514
TOTAL	1,645,513	1,645,514	1,645,514

Capital Budget and Cost Sharing

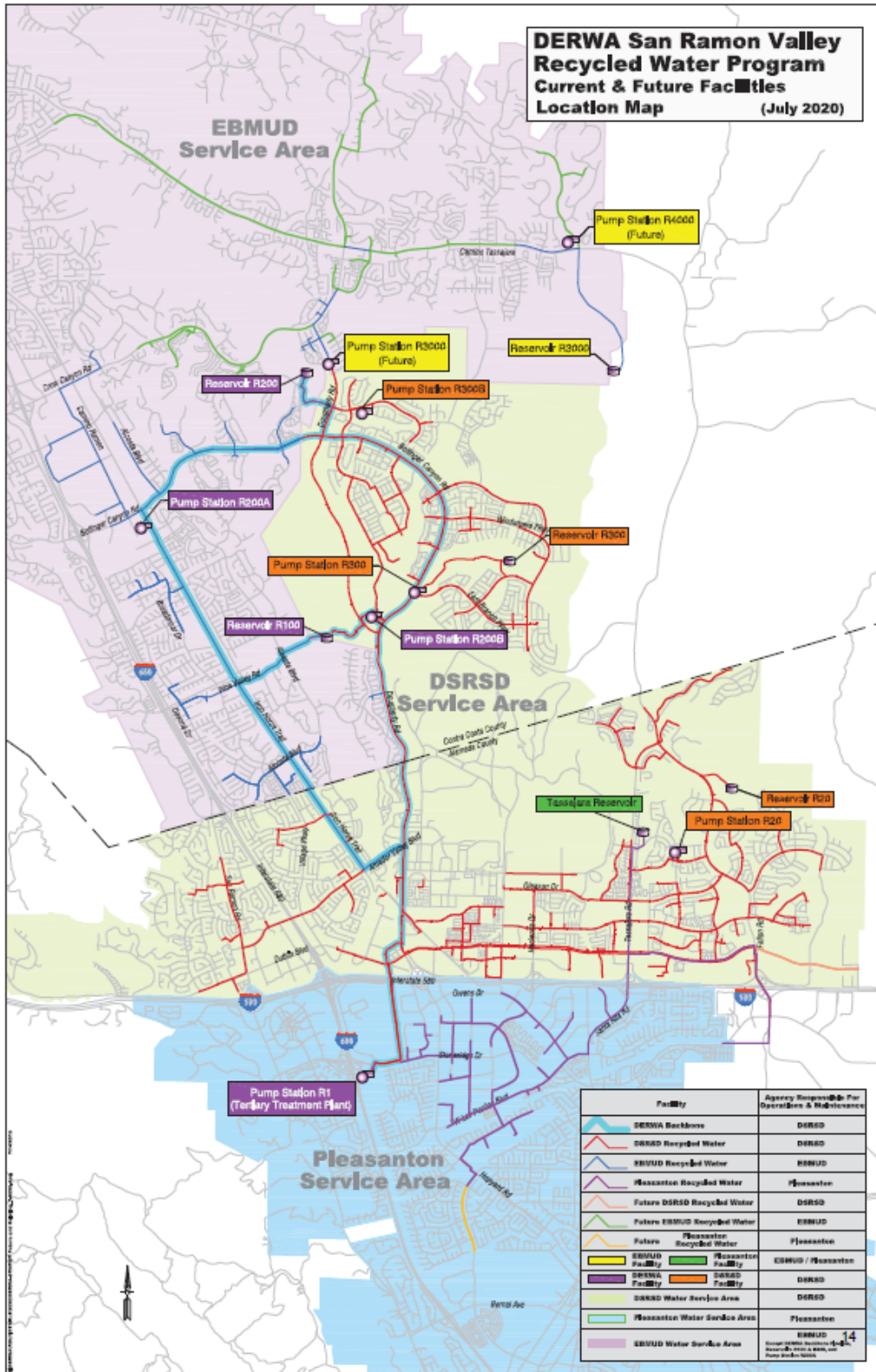
Table 13: CAPITAL PROJECT BUDGETS AND COST SHARING (\$000)

Project	Lead Agency	Total Costs	DSRSD	EBMUD	PLEASANTON
Continuing and New Projects:					
New/Replacement Capital <\$50k	DERWA	1,408	591	436	380
Backwash Analysis	DSRSD	200	92	54	54
Decommission Microfiltration	DSRSD	165	76	45	45
Gate Replacements	DSRSD	300	138	81	81
HVAC Replacements	DSRSD	126	58	34	34
Permanent Supplemental Supply	DERWA	3,372	1,956	1,416	-
Pine Valley Cathodic Protection	DSRSD	230	108	122	-
SCADA Replacement	DSRSD	300	138	81	81
TIPS VRF Upgrade	DSRSD	150	69	41	41
Valve Rehab/Replacement	DSRSD	135	54	81	-
Contingency	DERWA	1,000	333	333	333
Capitalized Interest	DERWA	<u>2,200</u>	<u>1,078</u>	<u>1,122</u>	-
Continuing Projects Subtotal		9,586	4,691	3,846	1,049
Completed Projects:					
6th Sand Filter	DSRSD	255	-	-	255
Air Relief	DERWA	72	41	31	-
Backbone Corrosion	DERWA	1,109	122	987	-
Chlorine Mixer Replace	DSRSD	13	6	4	3
EBMUD Distribution	DERWA	602	-	602	-
Fine Screening	DSRSD	927	529	398	-
MF Membrane Replace	DSRSD	700	335	251	114
MR/UV Control Upgrade	DSRSD	144	82	62	-
Pipelines	DSRSD/EBMUD	24,211	10,980	13,231	-
Program Planning	DERWA	3,585	1,757	1,828	-
PSR1 VFD Replacement	DSRSD	566	334	142	90
Pump Station Phase 2 *	DERWA	3,463	-	3,463	-
Pump Stations	DSRSD	8,563	6,777	1,786	-
RWTP Expansion	DSRSD	19,589	9,011	5,289	5,289
SCADA	DSRSD	341	194	147	-
SFUV Cable Replace	DSRSD	150	69	41	41
SFUV Wiper Arm Replacement	DSRSD	251	115	68	68
SFUV/MF Ops Analysis	DSRSD	50	23	14	13
Studies and Predesigns	DERWA	5,746	2,880	2,866	-
Treatment Plant	DSRSD	15,733	8,949	6,784	-
UV Lamp Electrical Con	DSRSD	127	58	34	34
Water Tanks	EBMUD	<u>12,393</u>	<u>7,222</u>	<u>5,171</u>	-
Completed Projects Subtotal		98,590	49,485	43,198	5,907
TOTAL		108,176	54,176	47,044	6,955
		100.0%	50.1%	43.5%	6.4%

* Pump Station Phase 2 only contains DERWA local cost share of Corps of Engineers' Project

Totals may not add up due to rounding

System Map



Detailed Project Summaries

CONTINUING CAPITAL PROJECTS

- NEW/REPLACEMENT CAPITAL <\$50K EACH
- BACKWASH ANALYSIS
- DECOMMISSION MICROFILTRATION FACILITY
- GATE REPLACEMENTS
- HVAC REPLACEMENTS
- PERMANENT SUPPLEMENTAL WATER SUPPLY
- PINE VALLEY TRANSMISSION CATHODIC PROTECTION
- SCADA REPLACEMENT
- TIPS VFD UPGRADES
- VALVE REHABILITATION/REPLACEMENT

CAPITAL PROJECTS COMPLETED in FY24

- SFUV CABLE HARNESS REPLACEMENT
- UV LAMP ELECTRICAL CONNECTOR REPLACEMENTS

Capital Improvement Project Summary

Project: New/Replacement Capital <\$50K

Description: This program runs from Fiscal Year 2011 through Fiscal Year 2028 and provides funding for the acquisition of capital items for the DERWA facilities that cost less than \$50,000 each. Included are new capital items needed for improved reliability and/or efficiency, required by new regulation, and for the replacement or rehabilitation of existing assets that have reached the end of their useful life. Projects for Fiscal Year 2025 include small projects at the replacement projects at the treatment plant and transmission system.

Lead Agency: DERWA
Project Manager: DSRSD

Cost Sharing:	Planning	42%	DSRSD	31%	EBMUD	27%	Pleasanton
	Design	42%	DSRSD	31%	EBMUD	27%	Pleasanton
	Property	42%	DSRSD	31%	EBMUD	27%	Pleasanton
	Construction	42%	DSRSD	31%	EBMUD	27%	Pleasanton
	Const Mgmt	42%	DSRSD	31%	EBMUD	27%	Pleasanton

Grant/Loan Eligible: 0% Design 0% Construction

In Service Date: Various

(\$000)

Project	Lead Agency	Activity	Prior Spending	Estimated FY24	Proposed		Approved Budget
					FY25	Future	Total
New/Replacement Capital < \$50k Each	DERWA	Planning	-	-	-	-	-
		Design	-	-	-	151	151
		Property	-	-	-	-	-
		Construction	348	45	200	641	1,234
		Const Mgmt	-	-	-	-	-
		Admin/Permit	-	-	-	23	23
		Other	-	-	-	-	-
		Total	348	45	200	815	1,408

Total Project Element Costs: \$1,408,000

Capital Improvement Project Summary

Project: Backwash Analysis

Description: The DSRSD 2023 Regional Wastewater Rate Study analyzed the cost to treat backwash waste streams from DERWA. Based on that study, the cost to treat DERWA backwash rates will increase by an estimated \$1.2 million. The increase in cost reflects the addition of the ballasted flocculation treatment system in 2018 and the significant increase in recycled water production that has occurred since operations began. DERWA will undertake a project to analyze potential modifications to existing laboratory processes, plant operations and infrastructure to reduce the backwash flow and/or strength.

Lead Agency: DSRSD
Project Manager: DSRSD

Cost Sharing:	Planning	46%	DSRSD	27%	EBMUD	27%	Pleasanton
	Design	46%	DSRSD	27%	EBMUD	27%	Pleasanton
	Property	46%	DSRSD	27%	EBMUD	27%	Pleasanton
	Construction	46%	DSRSD	27%	EBMUD	27%	Pleasanton
	Const Mgmt	46%	DSRSD	27%	EBMUD	27%	Pleasanton

Grant/Loan Eligible: 0% Design 0% Construction
In Service Date: n/a

(\$000)

Project	Lead Agency	Activity	Prior Spending	Estimated FY24	Proposed		Approved Budget
					FY25	Future	Total
Backwash Analysis	DSRSD	Planning	-	75	125	-	200
		Design	-	-	-	-	-
		Property	-	-	-	-	-
		Construction	-	-	-	-	-
		Const Mgmt	-	-	-	-	-
		Admin/Permit	-	-	-	-	-
		Other	-	-	-	-	-
		Total	-	75	125	-	200

Total Project Element Costs: \$200,000

Capital Improvement Project Summary

Project: Decommission Microfiltration Facility

Description: The microfiltration plant is no longer used for treatment of secondary effluent. The scope of the project includes the demolition of this facility.

Lead Agency: DSRSD

Project Manager: DSRSD

Cost Sharing:	Planning	46%	DSRSD	27%	EBMUD	27%	Pleasanton
	Design	46%	DSRSD	27%	EBMUD	27%	Pleasanton
	Property	46%	DSRSD	27%	EBMUD	27%	Pleasanton
	Construction	46%	DSRSD	27%	EBMUD	27%	Pleasanton
	Const Mgmt	46%	DSRSD	27%	EBMUD	27%	Pleasanton

Grant/Loan Eligible: 0% Design 0% Construction

In Service Date: 2025

(\$000)

Project	Lead Agency	Activity	Prior Spending	Estimated FY24	Proposed FY25	Future	Approved Budget
							Total
Decommission Microfiltration Facility	DSRSD	Planning	-	-	-	-	-
		Design	-	-	-	-	-
		Property	-	-	-	-	-
		Construction	-	50	115	-	165
		Const Mgmt	-	-	-	-	-
		Admin/Permit	-	-	-	-	-
		Other	-	-	-	-	-
		Total	-	50	115	-	165

Total Project Element Costs: \$165,000

Capital Improvement Project Summary

Project: Gate Replacements

Description: Eight sluice and slide gates require replacement at the treatment plant. Planning and design was completed in FY 2024. Replacement of the eight gates is expected to be completed in FY 2025.

Lead Agency: DSRSD

Project Manager: DSRSD

Cost Sharing:

Planning	46%	DSRSD	27%	EBMUD	27%	Pleasanton
Design	46%	DSRSD	27%	EBMUD	27%	Pleasanton
Property	46%	DSRSD	27%	EBMUD	27%	Pleasanton
Construction	46%	DSRSD	27%	EBMUD	27%	Pleasanton
Const Mgmt	46%	DSRSD	27%	EBMUD	27%	Pleasanton

Grant/Loan Eligible: 0% Design 0% Construction

In Service Date: 2026

(\$000)

Project	Lead Agency	Activity	Prior Spending	Estimated FY24	Proposed FY25	Future	Approved Budget Total
Gate Replacements	DSRSD	Planning	-	-	-	-	-
		Design	-	30	-	-	30
		Property	-	-	-	-	-
		Construction	-	-	270	-	270
		Const Mgmt	-	-	-	-	-
		Admin/Permit	-	-	-	-	-
		Other	-	-	-	-	-
		Total	-	30	270	-	300

Total Project Element Costs: \$300,000

Capital Improvement Project Summary

Project: HVAC Replacements

Description: This project will replace the HVAC systems in Buildings M, O, & R. Each of these current systems have reached its useful life. The cost for Fiscal Year 2025 is \$126,000.

Lead Agency: DSRSD/DERWA

Project Manager: DSRSD

Cost Sharing:	Planning	46%	DSRSD	27%	EBMUD	27%	Pleasanton
	Design	46%	DSRSD	27%	EBMUD	27%	Pleasanton
	Property	46%	DSRSD	27%	EBMUD	27%	Pleasanton
	Construction	46%	DSRSD	27%	EBMUD	27%	Pleasanton
	Const Mgmt	46%	DSRSD	27%	EBMUD	27%	Pleasanton

Grant/Loan Eligible: 0% Design 0% Construction

In Service Date: 2024

(\$000)

Project	Lead Agency	Activity	Prior Spending	Estimated FY24	Proposed		Approved Budget
					FY25	Future	Total
HVAC Replacements	DERWA	Planning	-	-	-	-	-
		Design	-	-	-	-	-
		Property	-	-	-	-	-
		Construction	-	-	126	-	126
		Const Mgmt	-	-	-	-	-
		Admin/Permit	-	-	-	-	-
		Other	-	-	-	-	-
		Total	-	-	126	-	126

Total Project Element Costs: \$126,000

Capital Improvement Project Summary

Project: Permanent Supplemental Water Supply

Description: This project includes planning, design, and implementation of projects to provide DERWA with supplemental supply needed to address peak month supply shortfalls that could occur during summer months. Current five-year recycled water demand projections by the participating agencies show the peak month demand will exceed the wastewater flows from DSRSD and Pleasanton. Alternative sources of supply currently under consideration are additional supply from Livermore and/or raw wastewater from Contra Costa County Sanitary District (CCCSD), and local groundwater. Options to increase storage will also be evaluated, including the current treatment plant holding basins. Fiscal Year 2025 includes budget to continue to study supplemental supply projects, including permanent storage basin improvements and further exploration groundwater from the Fringe Basin to meet peak demands.

Lead Agency: DERWA
Project Manager: DERWA

Cost Sharing: 58% DSRSD 42% EBMUD 0% Pleasanton

Grant/Loan Eligible: 0% Design 0% Construction

In Service Date: n/a

(\$000)

Project	Lead Agency	Activity	Prior Spending	Estimated FY24	Proposed FY25	Future	Approved Budget Total
Permanent Supplemental Water Supply	DERWA	Planning	271	275	150	253	949
		Design	7	-	-	212	219
		Property	8	-	-	-0	8
		Construction	1,282	-	-	785	2,067
		Const Mgmt	0	-	-	110	110
		Admin/Permit	3	-	-	-0	3
		Other	15	-	-	1	16
		Total	1,587	275	150	1,360	3,372

Total Project Element Costs: \$3,372,000

Capital Improvement Project Summary

Project: Pine Valley Transmission Cathodic Protection

Description: A cathodic protection project, Pine Valley Transmission Cathodic Protection will provide safety improvements to continue to mitigate possible AC interference from high-voltage overhead power lines. The cost of the project is \$230,000.

Lead Agency: DSRSD

Project Manager: DSRSD

Cost Sharing:

Planning	47%	DSRSD	53%	EBMUD	0%	Pleasanton
Design	47%	DSRSD	53%	EBMUD	0%	Pleasanton
Property	47%	DSRSD	53%	EBMUD	0%	Pleasanton
Construction	47%	DSRSD	53%	EBMUD	0%	Pleasanton
Const Mgmt	47%	DSRSD	53%	EBMUD	0%	Pleasanton

Grant/Loan Eligible: 0% Design 0% Construction

In Service Date: 2024

(\$000)

Project	Lead Agency	Activity	Prior Spending	Estimated FY24	Proposed FY25	Future	Approved Budget Total
Pine Valley Transmission Cathodic Protection	DSRSD	Planning	-	-	-	-	-
		Design	-	-	-	-	-
		Property	-	-	-	-	-
		Construction	-	200	30	-	230
		Const Mgmt	-	-	-	-	-
		Admin/Permit	-	-	-	-	-
		Total	-	200	30	-	230

Total Project Element Costs: \$230,000

Capital Improvement Project Summary

Project: SCADA Replacement

Description: The DSRSD/Pleasanton wastewater treatment plant SCADA system replacement project is currently in design. DERWA’s share of the project for the recycled water treatment systems is expected to cost \$300,000 in Fiscal Year 2026. The project budget is based on a preliminary construction cost estimate provided by the design build firm.

Lead Agency: DSRSD

Project Manager: DSRSD

Cost Sharing:	Planning	46%	DSRSD	27%	EBMUD	27%	Pleasanton
	Design	46%	DSRSD	27%	EBMUD	27%	Pleasanton
	Property	46%	DSRSD	27%	EBMUD	27%	Pleasanton
	Construction	46%	DSRSD	27%	EBMUD	27%	Pleasanton
	Const Mgmt	46%	DSRSD	27%	EBMUD	27%	Pleasanton

Grant/Loan Eligible: 0% Design 0% Construction

In Service Date: TBD

(\$000)

Project	Lead Agency	Activity	Prior Spending	Estimated FY24	Proposed FY25	Future	Approved Budget
							Total
SCADA Replacement	DSRSD	Planning	-	-	-	-	-
		Design	-	-	-	-	-
		Property	-	-	-	-	-
		Construction	-	-	-	300	300
		Const Mgmt	-	-	-	-	-
		Admin/Permit	-	-	-	-	-
		Total	-	-	-	300	300

Total Project Element Costs: \$300,000

Capital Improvement Project Summary

Project: TIPS VFD Upgrades

Description: The existing variable frequency drives (VFDs) for the 3 original Tertiary Influent Pump Station (TIPS) pumps are 15+ years old and are obsolete. The scope of this project is to upgrade the three VFDs to a newer make and model. While performing the VFD upgrade, the industrial control network will also be upgraded to Ethernet connectivity to allow for ease maintenance and faster recovery from breakdowns. The District will hire a contractor and integrator to perform installation, PLC programming, SCADA configuration, testing, and startup.

Lead Agency: DSRSD/DERWA
Project Manager: DSRSD

Cost Sharing:	Planning	46%	DSRSD	27%	EBMUD	27%	Pleasanton
	Design	46%	DSRSD	27%	EBMUD	27%	Pleasanton
	Property	46%	DSRSD	27%	EBMUD	27%	Pleasanton
	Construction	46%	DSRSD	27%	EBMUD	27%	Pleasanton
	Const Mgmt	46%	DSRSD	27%	EBMUD	27%	Pleasanton

Grant/Loan Eligible: 0% Design 0% Construction
In Service Date: 2024

(\$000)

Project	Lead Agency	Activity	Prior Spending	Estimated FY24	Proposed FY25	Future	Approved Budget
							Total
TIPS VFD Upgrades	DERWA	Planning	-	-	-	-	-
		Design	-	-	-	-	-
		Property	-	-	-	-	-
		Construction	-	60	90	-	150
		Const Mgmt	-	-	-	-	-
		Admin/Permit	-	-	-	-	-
		Other	-	-	-	-	-
		Total	-	60	90	-	150

Total Project Element Costs: \$150,000

Capital Improvement Project Summary

Project: **Valve Rehabilitation/Replacement**

Description: This project includes the replacement an/or repair of pipeline valves and other pipeline appurtenances, as required.

Lead Agency: DSRSD/DERWA

Project Manager: DSRSD

Cost Sharing:	Planning	40%	DSRSD	60%	EBMUD	0%	Pleasanton
	Design	40%	DSRSD	60%	EBMUD	0%	Pleasanton
	Property	40%	DSRSD	60%	EBMUD	0%	Pleasanton
	Construction	40%	DSRSD	60%	EBMUD	0%	Pleasanton
	Const Mgmt	40%	DSRSD	60%	EBMUD	0%	Pleasanton

Grant/Loan Eligible: 0% Design 0% Construction

In Service Date: 2025

(\$000)

Project	Lead Agency	Activity	Prior Spending	Estimated FY24	Proposed FY25	Future	Approved Budget Total
Valve Rehabilitation/ Replacement	DERWA	Planning	-	-	-	-	-
		Design	-	-	-	-	-
		Property	-	-	-	-	-
		Construction	-	65	70	-	135
		Const Mgmt	-	-	-	-	-
		Admin/Permit	-	-	-	-	-
		Other	-	-	-	-	-
		Total	-	65	70	-	135

Total Project Element Costs: **\$135,000**

DERWA Summary & Recommendation

Approve the First Amendment to the Consulting Agreement for DSRSD•EBMUD Recycled Water Authority (“DERWA”) Interim Authority Manager Services with Richard G. Sykes

Summary:

On December 11, 2023, the DSRSD•EBMUD Recycled Water Authority (DERWA) Board of Directors (Board) appointed Richard G. Sykes, an independent consultant, to serve as Interim Authority Manager until an outside candidate can be recruited to fill the position of Authority Manager, and authorized execution of an agreement with Mr. Sykes for services to DERWA for a six-month period commencing January 1, 2024 (“Agreement”).

On April 22, 2024, staff will brief the Board on the status of the recruitment for the next Authority Manager, which is anticipated to extend beyond June 30, 2024. Article 3 of the Agreement provides for a six-month extension of the Agreement by mutual agreement of the Parties. Staff recommends the Board authorize the six-month extension, which would allow time to complete the recruitment process and onboarding of the new Authority Manager.

Recommendation:

The Authority Manager recommends the DERWA Board of Directors approve, by Motion, the Board Chair to execute the First Amendment to the Consulting Agreement, which provides for a six-month extension of the Consulting Agreement with Mr. Sykes for DERWA Interim Authority Manager Services.

April 22, 2024

Attachments:

1. First Amendment to the Consulting Agreement for DERWA Interim Authority Manager Services
2. Consulting Agreement for DERWA Interim Authority Manager Services

FIRST AMENDMENT to
CONSULTING AGREEMENT
for
DSRSD-EBMUD RECYCLED WATER AUTHORITY (“DERWA”)
INTERIM AUTHORITY MANAGER SERVICES

This First Amendment (“Amendment”) to the Consulting Agreement for DSRSD•EBMUD Recycled Water Authority (“DERWA”) Interim Authority Manager Services (“Agreement”) is made and entered into this 22nd day of April, 2024 (“Effective Date”), by and between DUBLIN SAN RAMON SERVICES DISTRICT• EAST BAY MUNICIPAL UTILITY DISTRICT (DSRSD•EBMUD) RECYCLED WATER AUTHORITY, a Joint Powers Authority (“DERWA” or “AUTHORITY”), and RICHARD G. SYKES, an individual (“CONSULTANT”) (together, the “Parties”).

RECITALS

WHEREAS, on December 11, 2023, the DERWA Board of Directors appointed Richard G. Sykes, an independent consultant, to serve as Interim Authority Manager and authorized execution of an agreement with Mr. Sykes for services to DERWA for a six-month period commencing January 1, 2024; and

WHEREAS, the Parties anticipate needing the services of Mr. Sykes beyond June 30, 2024; and

WHEREAS, Article 3 of the Agreement provides for a six-month extension of the Agreement by mutual agreement of the Parties.

NOW, THEREFORE, DERWA and Mr. Sykes mutually agree as follows:

Article 3 shall be amended to read in its entirety as follows:

“Commencement of Work and Term of Agreement. Upon execution, this Agreement shall become effective. CONSULTANT’S work as Interim Authority Manager shall commence on January 1, 2024, for a term of twelve (12) months. Unless terminated earlier pursuant to Article 5 herein, this Agreement shall expire when all tasks have been completed and final payment has been made by DERWA, or in any event, no later than December 31, 2024.”

[Remainder of page intentionally left blank]

IN WITNESS WHEREOF, the Parties hereto each herewith subscribe the same in duplicate.

DUBLIN SAN RAMON SERVICES
DISTRICT • EAST BAY MUNICIPAL UTILITY
DISTRICT RECYCLED WATER AUTHORITY

By: _____
Georgan Vonheeder-Leopold, Chair
DERWA Board of Directors

Attest:

Nicole M. Genzale, Authority Secretary

CONSULTANT

By: _____
Richard G. Sykes

CONSULTING AGREEMENT
for
DSRSD-EBMUD RECYCLED WATER AUTHORITY (“DERWA”)
INTERIM AUTHORITY MANAGER SERVICES

This Consulting Agreement (“Agreement”) is made and entered into this 11th day of December 2023 (“Effective Date”), by and between DUBLIN SAN RAMON SERVICES DISTRICT–EAST BAY MUNICIPAL UTILITY DISTRICT (DSRSD-EBMUD) RECYCLED WATER AUTHORITY, a Joint Powers Authority (“DERWA” or “AUTHORITY”), and RICHARD G. SYKES, an individual (“CONSULTANT”) (together, the “Parties”).

RECITALS

WHEREAS, DERWA requires specialized consulting services relating to the role and functions of an Interim Authority Manager to administer and conduct the AUTHORITY’S business; and

WHEREAS, CONSULTANT represents that he has the experience, qualifications, and expertise to perform said services in a professional and competent manner; and

WHEREAS, DERWA wishes to retain CONSULTANT for his knowledge and experience in public agency administration and understanding of DERWA’S needs and interests.

AGREEMENT

NOW, THEREFORE, it is mutually agreed by DERWA and CONSULTANT that for the considerations hereinafter set forth, CONSULTANT shall provide said services to DERWA, as set forth in greater detail herein.

1. Services. CONSULTANT agrees to furnish services as set forth in the Scope of Services attached hereto as Exhibit “A” and incorporated herein.
2. Compensation. DERWA shall compensate CONSULTANT for all services performed by CONSULTANT pursuant to Section 1 above, including necessary onboarding prior to the January 1, 2024 commencement date. Total compensation is set forth in Exhibit “B.” CONSULTANT’S professional fees, exclusive of direct costs, shall be One Hundred Eighty Dollars (\$180.00) per hour, for a maximum total of 150 hours. DERWA will reimburse CONSULTANT for eligible direct costs, if any, as described in Exhibit “B.”
3. Commencement of Work and Term of Agreement. Upon execution, this Agreement shall become effective. CONSULTANT’S work as Interim Authority Manager shall commence on January 1, 2024, for a term of six (6) months. Unless terminated earlier pursuant to Article 5 herein, this Agreement shall expire when all tasks have been completed and final payment has been made by DERWA, or in any event, no later than June 30, 2024. This Agreement may be extended by up to six (6) months by mutual agreement of the Parties.

4. Billing and Payment. CONSULTANT shall invoice DERWA in monthly installments. Compensation and reimbursement of expenses shall be payable by DERWA within thirty (30) days upon receipt of billing by CONSULTANT. The billing shall include an itemized statement briefly describing the services rendered and costs incurred and the authorized amount remaining.
5. Termination. This Agreement may be terminated by either party immediately for cause, or without cause upon 30 days' written notice. CONSULTANT shall be entitled to compensation for services satisfactorily performed up to the effective date of termination; provided, however, that DERWA may condition payment of such compensation upon CONSULTANT'S delivery to DERWA of any outstanding work products. Payment by DERWA for the services satisfactorily performed to the effective date of termination shall be the sole and exclusive remedy to which CONSULTANT is entitled in the event of termination and CONSULTANT shall be entitled to no other compensation or damages including, but not limited to, loss of anticipated profits, and CONSULTANT expressly waives the same.
6. Release of Information. CONSULTANT agrees to maintain in confidence and not disclose to any person or entity without DERWA'S prior written consent, any confidential information, knowledge or data, including but not limited to litigation or potential litigation matters, and DERWA's legal strategy, defense or theory of the matters. CONSULTANT further agrees to maintain in confidence and not to disclose to any person or entity any data, information, developed or obtained by CONSULTANT during the term of this Agreement. CONSULTANT further agrees and understands that all work performed by him as a DERWA liaison for or on behalf of the DERWA in any legal proceedings shall be performed by him at the direction of legal counsel for DERWA and is protected by the attorney-client communication privilege, and all such work will be kept in confidence. The covenants contained in this paragraph shall survive the termination of this Agreement for whatever cause.
7. Independent Contractor and Professional Responsibility of Consultant. CONSULTANT is retained to render professional services only, and all payments made are compensation solely for such services as he may render and recommendations he may make in carrying out the work. CONSULTANT is an independent contractor and not an employee of DERWA. CONSULTANT expressly warrants that he will not represent that he is an employee or servant of DERWA.
8. Diligence. CONSULTANT agrees to diligently perform the services to be provided under this Agreement in accordance with the schedule specified herein.

9. Notice. Any notice or communication given under this Agreement shall be effective when deposited postage prepaid with the United States Postal Service and addressed to the contracting parties as follows:

Richard G. Sykes
131 Nova Drive
Piedmont, CA
94610

DERWA General Counsel
Dublin San Ramon Services District-East Bay
Municipal Utility District Recycled Water Authority
7051 Dublin Boulevard
Dublin, CA 94568

Either party may change the address to which notice, or communication is sent by providing advance written notice to the other party.

10. Indemnity. CONSULTANT agrees to indemnify and hold harmless DERWA and DERWA'S agents and authorized representatives from any and all losses, liabilities, charges, damages, claims, liens, causes of action, awards, judgments, costs, and expenses (including, but not limited to, reasonable attorney's fees of DERWA General Counsel and any other counsel retained by DERWA) of whatever kind or nature (collectively "Claims"), that arise out of or are in any way connected with any willful misconduct or any negligent error, act or omission of CONSULTANT or CONSULTANT'S authorized representative, unless resulting from the sole negligence, active negligence, or willful misconduct of an indemnified party.
11. Insurance. CONSULTANT shall take out and maintain during the life of the Agreement automobile insurance, in the minimum amount of \$300,000/\$500,000, covering CONSULTANT'S operation of his motor vehicle. The automobile liability policy shall be endorsed to name DERWA as an additional insured, but only insofar as the operations under this Agreement are concerned. CONSULTANT shall furnish a certificate of insurance and policy endorsements satisfactory to DERWA General Counsel at 7051 Dublin Boulevard, Dublin CA 94568 as evidence that the insurance required above is being maintained.
12. Brown Act and Public Records Act. The Parties acknowledge that DERWA is subject to the Ralph M. Brown Act and the Public Records Act. The Parties also acknowledge that this Agreement, once effective, and the terms contained herein are not confidential information and are subject to public disclosure.
13. Retention of Records. Pursuant to Government Code section 8546.7, the performance of any work under this Agreement is subject to the examination and audit of the State Auditor at the request of DERWA or as part of any audit of DERWA for a period of three years after final payment under the Agreement. Each party hereto shall retain all records relating to the performance of work under this Agreement and the administration of the Agreement for three years after final payment hereunder.
14. No Assignment. This Agreement is to be binding on the successors and assigns of the Parties hereto. The services called for herein are deemed unique and except as provided

herein CONSULTANT shall not assign, transfer, subcontract, or otherwise substitute his interest in this Agreement or any of his obligations herein without the written consent of DERWA.

15. Waiver. The waiver by either party of a breach by the other of any provision of this Agreement shall not constitute a continuing waiver or a waiver of any subsequent breach of either the same or a different provision of this Agreement.
16. Severability. Should any part of this Agreement be declared by a final decision by a court or tribunal of competent jurisdiction to be unconstitutional, invalid, or beyond the authority of either party to enter into or carry out, such decision shall not affect the validity of the remainder of this Agreement, which shall continue in full force and effect, provided that the remainder of this Agreement, absent the unexercised portion, can be reasonably interpreted to give effect to the intentions of the Parties.
17. Time is of the Essence. CONSULTANT agrees to diligently provide the services requested under this Agreement and in accordance with any schedules specified by the DERWA. In the performance of this Agreement, time is of the essence.
18. No Discrimination. There shall be no discrimination against any person, or group of persons, on account of race, color, religion, creed, national origin, ancestry, gender, age, marital status, disability, or sexual orientation in the performance of this Agreement. CONSULTANT shall not establish or permit any such practice(s) of discrimination with reference to the Agreement or any part thereof. CONSULTANTS determined to be in violation of this section shall be deemed to be in material breach of this Agreement.
19. Conflict of Interest. CONSULTANT affirms that he does not have any financial interest or conflict of interest that would prevent CONSULTANT from providing unbiased, impartial service to DERWA under this Agreement.
20. Amendments. This Agreement may be amended or supplemented by the Parties by mutual written agreement, approved and executed in the same manner as this Agreement.
21. Governing Law. This Agreement shall be governed by, and construed in accordance with, the laws of the State of California.
22. Complete Agreement. This Agreement, together with Exhibits "A" and "B," is adopted by DERWA and CONSULTANT as a complete and exclusive statement of the terms of this Agreement between DERWA and CONSULTANT.
23. Dispute Resolution. The Parties agree to first submit any dispute arising out of or in connection with this Agreement to a mutually acceptable professional mediator and to negotiate in good faith toward an agreement with respect to the dispute. Either party within thirty (30) days of providing written notice may initiate mediation. Either party within sixty (60) days of having participated in the first mediation session may provide

notice of termination of mediation and thereafter proceed with other remedies it may choose in law or equity.

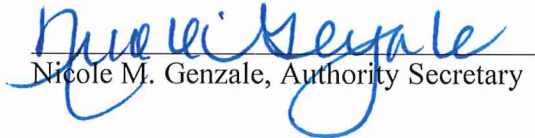
IN WITNESS WHEREOF, the Parties hereto each herewith subscribe the same in duplicate.

DUBLIN SAN RAMON SERVICES DISTRICT
EAST BAY MUNICIPAL UTILITY DISTRICT
RECYCLED WATER AUTHORITY

By: 

John Coleman, Chair
DERWA Board of Directors

Attest:


Nicole M. Genzale, Authority Secretary

CONSULTANT

By: 

Richard G. Sykes

EXHIBIT A

SCOPE OF SERVICES – INTERIM AUTHORITY MANAGER

Board Management

1. Coordinate with and provide guidance to DERWA and Member Agency staff to prepare DERWA Board meeting agendas and associated agenda item reports
2. Attend and facilitate DERWA Board meetings (up to three DERWA Board meetings)
3. Travel to Board meetings and other venues as necessary and appropriate to conduct the business of DERWA
4. Support recruitment of long-term DERWA Authority Manager
5. Direct administrative staff to maintain and update the DERWA website and post agenda packets
6. Review and edit DERWA Board meeting minutes
7. Follow-up and implement Board actions in coordination with Member Agency representatives
8. Perform other Authority-related tasks as may be directed by the Board

Program Administration

1. Communicate with Member Agency representatives in person, by telephone, email, or correspondence as necessary and appropriate
2. Directly or through Member Agency staff, negotiate consultant contracts and manage DERWA consultants
3. Directly or through Member Agency staff, oversee and monitor DERWA operations and capital projects
4. Coordinate with and provide guidance to DSRSD and DERWA Treasurer to prepare the annual DERWA capital and operating budget
5. Coordinate with DERWA Treasurer and administrative staff to track revenues and expenditures, review and approve invoices, and prepare Treasurer and Investment reports

EXHIBIT B
COMPENSATION

A. Hourly Rate - \$180.00 per hour

Maximum hourly billings will be limited to 150 hours for the term of this Agreement, unless further authorized in writing by the Chair of the DERWA Board of Directors. Based on the maximum anticipated hours, the maximum compensation for professional services (not including direct costs) would be \$27,000.

B. Direct Costs

Authority will reimburse direct costs incurred by CONSULTANT. Eligible direct costs include the following:

- Vehicle mileage between CONSULTANT'S office and necessary travel locations to conduct Authority business (at applicable IRS rate)
- Parking and tolls
- Extraordinary reproduction/copying, postage or overnight delivery charges

Meals, transportation, lodging, and other travel charges may be reimbursed on a case-by-case basis: pre-approval required by the Chair of the DERWA Board of Directors.

DATE: April 22, 2024
MEMO TO: Board of Directors
FROM: Richard Sykes, Authority Manager
SUBJECT: Authority Manager Update

ADMINISTRATION

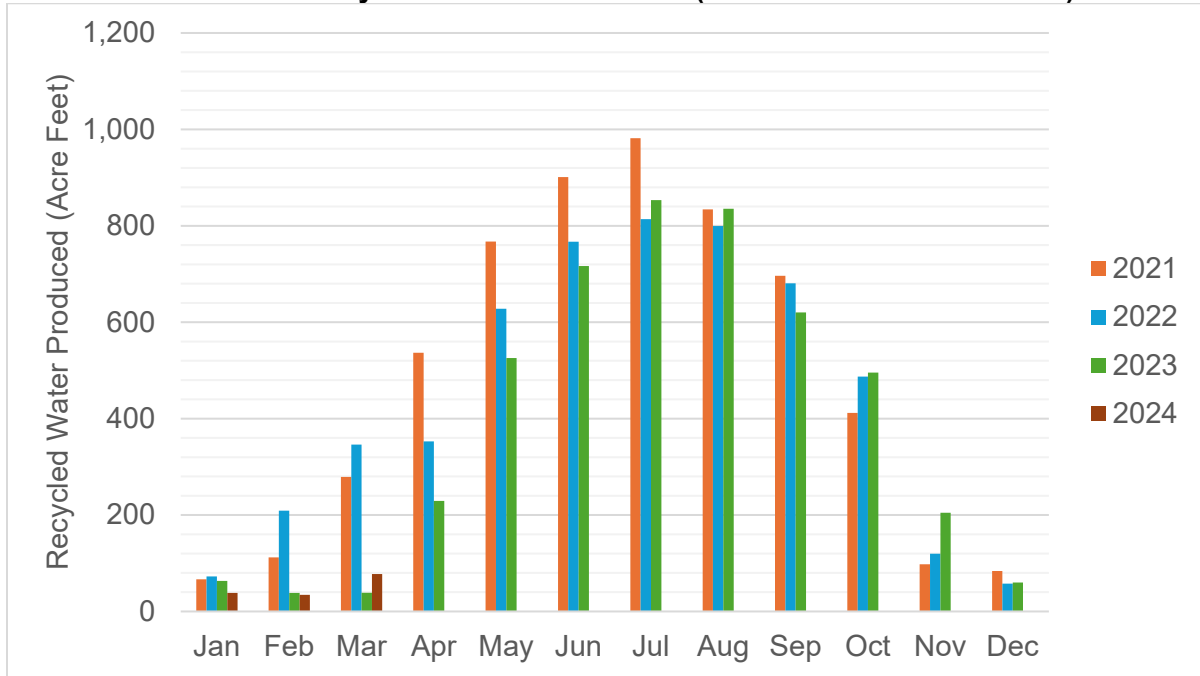
DERWA Supply Plan Update. In March 2024, Brown & Caldwell finalized the DERWA Supply Plan that was completed as part of the DERWA Recycled Water Supply and Operations Plan Update. At the request of DERWA staff, the Supply and Operations Plan were separated into two documents. The DERWA Supply Plan incorporates comments and Board direction from the September and December 2023 DERWA Board meetings. The DERWA Supply Plan will be used as a roadmap to guide future DERWA efforts to manage existing supplies and secure supplemental supplies needed to expand the recycled water program to meet future buildout demands. A copy of the DERWA Supply Plan is available here: [San Ramon Valley Recycled Water Program | Document Library \(derwa.org\)](#)

OPERATIONS AND MAINTENANCE

DERWA Operations Plan Update. In February 2024, Brown & Caldwell finalized the DERWA Operations Plan Update as part of the DERWA Recycled Water Supply and Operations Plan Update. The DERWA Operations Plan was last formally updated in 2014, prior to the City of Pleasanton becoming a customer of DERWA. The 2024 DERWA Operations Plan Update includes an updated hydraulic model of the DERWA recycled water system, a summary of existing facilities and operations, evaluation of operational issues and potential solutions, and a communication plan.

2024 Year-to-Date Recycled Water Production. The DERWA Recycled Water Treatment Facility produced 151 acre-feet (AF) of recycled water in January – March 2024. For the same period in 2023, the total production was 141 AF. The figure below shows a comparison of 2021-2024 recycled water production by month. The wet weather experienced by the Bay Area in early 2024 has likely delayed the start of the irrigation season.

DERWA Recycled Water Production (Calendar Years 2021-2024)



Preventative Maintenance of DERWA Equipment. DSRSD staff performed corrosion repair and coating replacement of the Pump Station R1 (PSR1) force main in the Holding Basin 4 wet well after an inspection and cleaning in February.

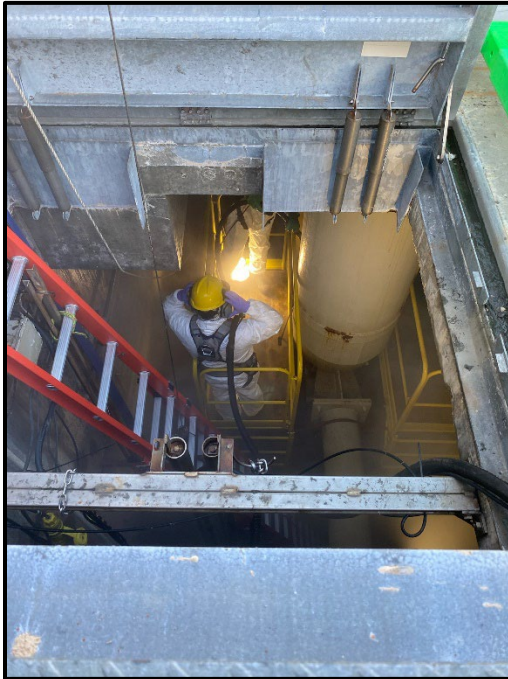
Force Main Before Recoating



Force Main After Recoating



The images below show DSRSD staff installing scaffolding and sand blasting the force main.



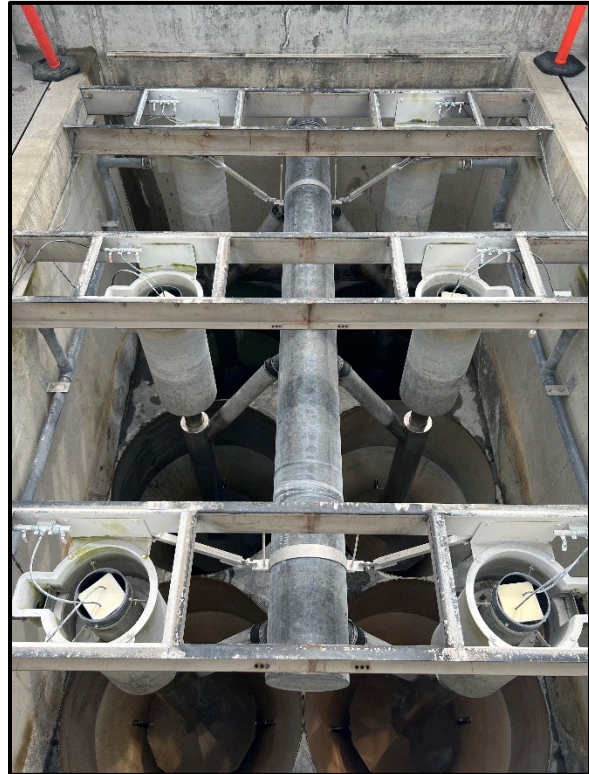
DSRSD staff also inspected Sand Filter No. 5, which required removing the cover and the filter cell sand prior to the inspection.



Filter Cell with Sand



Filter Cell without Sand



Lastly, DSRSD staff replaced the three progressive cavity chemical metering pumps which feed the ballasted flocculation facility with required chemicals for recycled water treatment. This was done after mechanical staff installed a test peristaltic pump and observed the performance for four months. The test pump style was selected to address leaks seen in the existing pumps and minimize required maintenance as peristaltic pumps do not require cleaning during periods of low demand. The images below show the original and new chemical metering pumps.

Original Chemical Metering Pumps



New Chemical Metering Pump

