



AGENDA

Board Meeting

Tuesday, May 7, 2024
5:00 PM

Location: In-person at OLSD's Boardroom, 2655 Grant Avenue, San Lorenzo, CA and via Teleconference - Please see details below.

IMPORTANT NOTICE:

This meeting will be conducted in-person at the address listed above and virtually via the Zoom Webinar platform. All members of the public who are seeking to observe the meeting and/or address the Board of Directors may participate in the meeting either virtually or in-person.

MEETING INFORMATION:

At the noticed date and time listed above, the meeting will be accessible virtually at the following web address via Zoom: <https://us02web.zoom.us/j/4882542320>

The meeting will also be accessible via telephone by dialing: **(669) 900-6833** and entering **Meeting I.D. #488-254-2320**.

For those who wish to speak during the meeting:

If you are participating via Zoom, please select "Raise Hand" from the "Reactions" menu at the bottom of your screen.

If you are participating by phone, please press *9.

For best performance, please consider updating to the latest version of the Zoom application and restarting your device before joining the meeting.

ACCESSIBILITY INFORMATION: In compliance with the Americans with Disabilities Act of 1990, if you need special assistance to participate in a District meeting or you need a copy of the agenda in an appropriate alternative format, please contact the District Secretary at (510) 276-4700. Notification of at least 48 hours prior to the meeting will assist District staff with ensuring that reasonable arrangements can be made.

Page

1. **CALL TO ORDER**
2. **ROLL CALL: DIRECTORS DUNCAN, LEE, SIMON, STELZMANN, YOUNG**
3. **PLEDGE OF ALLEGIANCE**
4. **GENERAL PUBLIC**
(Members of the public wishing to comment on any item not on the agenda, but within the Board's jurisdiction, should notify the Board at this time. Those wishing to comment on any item on the agenda should do so at the time the item is considered. Comments may be limited to three (3) minutes. Time limitations shall be at the discretion of the President.)
5. **CONSENT CALENDAR**
 - 5.1. **Approval of Board Minutes, April 16, 2024**
Recommended Motion: Approve the minutes.
[Board Meeting - Minutes, April 16, 2024](#)

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5.2.	Approval of Financial Statements, March 2024	7 - 10
	Recommended Motion: Approve monthly financial statements.	
	Attachment - Financial Statements, March 2024	
6.	COMMITTEE/AUTHORITY/ASSOCIATION REPORTS	
6.1.	Report from Solid Waste Committee, April 15, 2024 - Director Duncan	11 - 29
	Minutes - Solid Waste Committee Meeting, April 15, 2024	
6.2.	Report from Construction Committee, April 17, 2024 - Director Young	30 - 32
	Minutes - Construction Committee Meeting, April 17, 2024	
6.3.	Report from Operations Committee, April 18, 2024 - Director Simon	33 - 64
	Minutes - Operations Committee Meeting, April 18, 2024	
6.4.	Report from East Bay Dischargers Authority (EBDA), April 18, 2024 - Director Simon	65 - 66
	Attachment - EBDA Report, April 18, 2024	
6.5.	Report from Finance & Insurance Committee, April 19, 2024 - Director Simon	67 - 71
	Minutes - F&I Committee Meeting, April 19, 2024	
6.6.	Report from Alameda County Waste Management Authority - StopWaste, April 24, 2024 - Director Young	
6.7.	Approval of Committee Minutes for Entry to District Record	
	Recommended Motion: Approve the Committee minutes for entry to the District record by reference.	
7.	NEW BUSINESS	
7.1.	Authorization for General Manager to Execute an Amendment to the Solid Waste Agreement with Waste Management	72 - 73
	Recommended Motion: Authorize the General Manager to execute an amendment to the Solid Waste Agreement with Waste Management (WM) to shift "per unit fee" billing services for L1 & L3 from Alameda County to WM and to correct a clerical error for L2.	
	Staff Report - WM Solid Waste Agreement Amendment	
7.2.	Accept Project as Complete and Authorization for the General Manager to Direct the Filing of a Notice of Completion: Point Repairs Project 2022/2023	74 - 76
	Recommended Motion: Accept project as complete and authorize the General Manager to direct the filing of a Notice of Completion with the County - Point Repairs Project 2022/2023.	
	Staff Report - Point Repairs Project 2022/23	
7.3.	Accept Project as Complete and Authorization for the General Manager to Direct the Filing of a Notice of Completion: Treatment Unit Gate Replacement Project	77 - 79
	Recommended Motion: Accept project as complete and authorize the General Manager to direct the filing of a Notice of Completion with the County - Treatment Unit Gate Replacement Project.	
	Staff Report - Treatment Unit Gate Replacement Project	

7.4. **Resolution Approving Budget Amendment No. 2 of the Budget for Fiscal Year 2023-2024**

80 - 84

The net increase of the projected changes for FY 2023-2024 is \$407,300 – \$520,300 increase in the CIP fund and \$113,000 decrease in the R&R fund. The major increase consists of moving budget for the design of the Digester Rehabilitation project from FY 2024-2025 to the current fiscal year.

This item was reviewed by the Finance & Insurance Committee at its April 19, 2024 meeting and the Construction Committee at its April 17, 2024 meeting. The Committees recommended Board approval.

Recommended Motion: Adopt resolution approving budget amendment no. 2 for FY 2023-2024.

[Attachment - Resolution, Memo, Budget Amendment No. 2](#)

8. **STAFF/DIRECTOR COMMENTS**

9. **ADJOURNMENT**

**MINUTES
BOARD MEETING
ORO LOMA SANITARY DISTRICT**

TUESDAY, APRIL 16, 2024	5:00 PM	ORO LOMA SANITARY DISTRICT BOARDROOM 2655 GRANT AVENUE, SAN LORENZO, CA 94580
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1. CALL TO ORDER

President Simon called the meeting to order at 5:00 p.m.

2. ROLL CALL: DIRECTORS DUNCAN, LEE, SIMON, STELZMANN, YOUNG

PRESENT: Fred Simon, President
Shelia Young, Vice President
Paul Stelzmann, Director
Rita Duncan, Director

ABSENT: Benny Lee, Secretary

STAFF: Jimmy Dang, General Manager
Bill Halsted, District Engineer
Liliana Moreno, Finance Manager
Natasha Browne, Solid Waste Program Consultant
Patricia Schofield, District Secretary
Alex Mog, District Counsel

PUBLIC: Louis Andrade, Hayward Area Recreation and Park District (HARD)
Alan Dialon, California Sanitation Risk Management Authority (CSRMA)
Devan Reiff, East Bay Regional Park District (EBRPD)

3. PLEDGE OF ALLEGIANCE

Director Stelzmann led the assembly in the pledge of allegiance.

4. GENERAL PUBLIC

There were no comments from the general public.

5. CONSENT CALENDAR

5.1. *Approval of Board Minutes, April 2 and 9, 2024*

Moved by Director Shelia Young, seconded by Director Paul Stelzmann. Approve the minutes.

Carried unanimously

5.2. *Approval of Compliance & Activity Reports, March 2024*

Moved by Director Shelia Young, seconded by Director Paul Stelzmann. Approve monthly compliance and activity reports.

Carried unanimously

6. CLOSED SESSION

The Board adjourned to closed session at 5:02 p.m.

- 6.1. *Conference with Legal Counsel – Anticipated Litigation
Government Code section 54956.9(d)(2)
Claim from Marilyn Burns***

7. RECONVENE TO OPEN SESSION

The Board reconvened to open session at 5:23 p.m. with no reportable action taken in closed session.

8. BOARD DISCUSSION ITEM

HARD Representative Louis Andrade made a public comment on Item 8.1.

EBRPD Representative Devan Reiff made a public comment on Item 8.1.

8.1. *Hayward Area Shoreline Planning Agency (HASPA)*

Staff presented the highlights of the draft HASPA JPA Agreement. Following discussion, the Board reached consensus to move the item to a future Board meeting agenda.

9. COMMITTEE/AUTHORITY/ASSOCIATION REPORTS

9.1. *Report from Personnel Committee, April 10, 2024 - Director Stelzmann*

Summary of minutes from then April 10, 2024.

9.2. *Approval of Committee Minutes for Entry to District Record*

Moved by Director Rita Duncan, seconded by Director Shelia Young. Approve the Committee minutes for entry to the District record by reference.

Carried unanimously

10. NEW BUSINESS

10.1. *Approval of Communications Plan 2024*

Moved by Director Paul Stelzmann, seconded by Director Rita Duncan. Approve updated Communications Plan.

Carried unanimously

11. STAFF/DIRECTOR COMMENTS

General Manager Dang stated that District staff would be participating in the SLVHA Earth Day Event on April 20, 2024. He also stated that the May workshop would be a review of the Solid Waste Program and the June workshop would be a joint meeting with CVSan.

Director Stelzmann stated it had been a good meeting and that he was glad the Board had reached consensus to postpone the HASPA item. He then stated that he looked forward to digging deeper into the long term impacts of joining HASPA on the District and its ratepayers. Lastly, he thanked staff for all of their support and great work.

Director Duncan stated that it had been a good meeting with great discussions. She then

expressed her excitement to dig deeper into the HASPA JPA and get the Board's collective thoughts on the decision to join. Lastly, she thanked staff for their work.

Vice President Young stated that she concurred with her fellow directors. She then stated that the community engagement plan for HASPA should include events in San Leandro and San Lorenzo, as the plan currently only has events scheduled in Hayward.

President Simon stated that it had been a good meeting and that he looked forward to the HASPA discussion scheduled for June. Lastly, he thanked staff for their great work.

12. ADJOURNMENT

There being no further business to come before the Board, President Simon adjourned the meeting at 6:08 p.m.

Oro Loma Sanitary District BALANCE SHEET SUMMARY

As of March 31, 2024

	ASSETS 3/31/2024	LIABILITIES 3/31/2024	NET POSITION 3/31/2024
SEWER SERVICES			
(15) OPERATIONS & MAINTENANCE	\$140,698,252.02	\$42,360,583.85	\$98,337,668.17
(20) INSURANCE	\$569,177.91	\$0.00	\$569,177.91
(71) FLEX PLAN	\$5,888.28	\$0.00	\$5,888.28
(40) RENEWAL & REPLACEMENT	\$7,088,442.80	\$38,743.16	\$7,049,699.64
(45) CAPITAL IMPROVEMENT PROGRAM	\$12,351,345.34	\$1,252,593.61	\$11,098,751.73
SUBTOTAL SEWER SERVICES	\$160,713,106.35	\$43,651,920.62	\$117,061,185.73
SOLID WASTE SERVICES			
(85) SOLID WASTE	\$3,666,736.69	\$0.00	\$3,666,736.69
(77) GARBAGE DELINQUENCY RECOVERY	\$611,184.34	\$0.00	\$611,184.34
SUBTOTAL SOLID WASTE SERVICES	\$4,277,921.03	\$0.00	\$4,277,921.03
RECYCLING SERVICES			
(86) RECYCLING	\$9,441,772.65	\$0.01	\$9,441,772.64
SUBTOTAL RECYCLING SERVICES	\$9,441,772.65	\$0.01	\$9,441,772.64
TOTAL ALL SERVICES	\$174,432,800.03	\$43,651,920.63	\$130,780,879.40

Oro Loma Sanitary District

COMBINING SCHEDULE OF REVENUES & EXPENSES

For the Period Ended March 31, 2024

	Budget	Month to Date 3/31/2024	Year to Date 3/31/2024	Encumbrances 3/31/2024	Variances	% of Budget
OPERATING REVENUES						
DISTRICT SERVICE CHARGES	\$21,300,000.00	\$173,261.77	\$20,060,216.15	\$0.00	(\$1,239,783.85)	94.18%
AGENCY TREATMENT CHARGES	\$4,807,000.00	\$7,510.20	\$2,918,554.45	\$0.00	(\$1,888,445.55)	60.71%
PERMITS & INSPECTION FEES	\$140,000.00	\$8,031.09	\$145,083.58	\$0.00	\$5,083.58	103.63%
SANITARY TRUCK WASTE CHARGES	\$20,000.00	\$1,100.00	\$9,570.00	\$0.00	(\$10,430.00)	47.85%
GREASE RECEIVING CHARGES	\$150,000.00	\$14,616.15	\$110,816.53	\$0.00	(\$39,183.47)	73.88%
BIOSOLID CHARGES	\$100,000.00	\$0.00	\$303,522.74	\$0.00	\$203,522.74	303.52%
CONTRACT FEES	\$2,122,000.00	\$131,827.09	\$2,197,343.65	\$0.00	\$75,343.65	103.55%
RECYCLING CHARGES - RESIDENTIAL	\$3,309,000.00	\$0.00	\$3,372,243.00	\$0.00	\$63,243.00	101.91%
RECYCLING CHARGES - COMMERCIAL	\$167,500.00	\$0.00	\$0.00	\$0.00	(\$167,500.00)	0.00%
LANDFILL FEES - MEASURE D	\$370,000.00	\$83,131.06	\$271,959.88	\$0.00	(\$98,040.12)	73.50%
OVERHEAD REVENUE	\$775,000.00	\$56,407.52	\$517,717.05	\$0.00	(\$257,282.95)	66.80%
TOTAL OPERATING REVENUES	\$33,260,500.00	\$475,884.88	\$29,907,027.03	\$0.00	(\$3,353,472.97)	89.92%
OPERATING EXPENSES						
SEWAGE COLLECTIONS (O&M)	\$2,939,400.00	\$178,724.77	\$1,653,067.06	\$0.00	\$1,286,332.94	56.24%
SEWAGE COLLECTIONS (R&R)	\$1,802,000.00	\$232,655.59	\$737,314.71	\$80,705.00	\$983,980.29	45.40%
SEWAGE TREATMENT OPERATIONS (O&M)	\$8,297,200.00	\$486,777.98	\$5,720,816.41	\$313,926.74	\$2,262,456.85	72.73%
SEWAGE TREATMENT MAINTENANCE (O&M)	\$3,964,500.00	\$254,912.85	\$2,583,192.71	\$84,117.64	\$1,297,189.65	67.28%
SEWAGE TREATMENT PLANT (R&R)	\$2,558,650.00	\$96,362.77	\$664,253.17	\$355,122.29	\$1,539,274.54	39.84%
ENGINEERING (O&M)	\$1,036,400.00	\$57,665.15	\$566,099.34	\$0.00	\$470,300.66	54.62%
ENGINEERING (R&R)	\$10,000.00	\$0.00	\$3,240.75	\$0.00	\$6,759.25	32.41%
ADMINISTRATION AND GENERAL (O&M)	\$2,683,900.00	\$167,554.26	\$1,867,127.41	\$65,691.00	\$751,081.59	72.02%
ADMINISTRATION AND GENERAL (R&R)	\$251,000.00	\$12,001.93	\$108,795.28	\$0.00	\$142,204.72	43.34%
EFFLUENT DISPOSAL - EBDA (O&M)	\$1,007,000.00	\$483.40	\$756,606.38	\$2,200.00	\$248,193.62	75.35%
EFFLUENT DISPOSAL - EBDA (R&R)	\$166,500.00	\$0.00	\$166,500.00	\$0.00	\$0.00	100.00%
POST EMPLOYMENT BENEFITS	\$0.00	\$72,582.89	\$235,148.70	\$0.00	(\$235,148.70)	0.00%
DEPRECIATION	\$4,700,000.00	\$348,764.99	\$3,138,884.91	\$0.00	\$1,561,115.09	66.78%
DECREASE IN CARRYING VALUE OF EBDA	\$200,000.00	\$0.00	\$0.00	\$0.00	\$200,000.00	0.00%
SOLID WASTE	\$938,400.00	\$46,306.39	\$512,038.88	\$56,520.98	\$369,840.14	60.59%
RECYCLING - RESIDENTIAL	\$3,324,000.00	\$243,502.78	\$2,270,239.22	\$49,715.02	\$1,004,045.76	69.79%
TOTAL OPERATING EXPENSES	\$33,878,950.00	\$2,198,295.75	\$20,983,324.93	\$1,007,998.67	\$11,887,626.40	64.91%
OPERATING INCOME (LOSS)	(\$618,450.00)	(\$1,722,410.87)	\$8,923,702.10	(\$1,007,998.67)	\$8,534,153.43	(1,279.93)%

Oro Loma Sanitary District
COMBINING SCHEDULE OF REVENUES & EXPENSES

For the Period Ended March 31, 2024

	Budget	Month to Date 3/31/2024	Year to Date 3/31/2024	Encumbrances 3/31/2024	Variances	% of Budget
NONOPERATING REVENUES						
INVESTMENT INCOME	\$105,000.00	\$57,611.86	\$405,171.83	\$0.00	\$300,171.83	385.88%
FAIR MARKET VALUE INCREASE/DECREASE	\$0.00	\$0.00	\$16,780.00	\$0.00	\$16,780.00	0.00%
RENTS & LEASES	\$66,500.00	\$50,184.57	\$107,262.77	\$0.00	\$40,762.77	161.30%
CAPITAL GRANTS	\$688,500.00	\$0.00	\$0.00	\$0.00	(\$688,500.00)	0.00%
OTHER MISCELLANEOUS REVENUES	\$45,000.00	\$91,241.52	\$334,365.21	\$0.00	\$289,365.21	743.03%
RECOVERY OF UNCOLLECTIBLE ACCTS	\$30,000.00	\$0.00	\$0.00	\$0.00	(\$30,000.00)	0.00%
GRANT REVENUES	\$0.00	\$0.00	\$704,404.07	\$0.00	\$704,404.07	0.00%
TOTAL NONOPERATING REVENUES	\$935,000.00	\$199,037.95	\$1,567,983.88	\$0.00	\$632,983.88	167.70%
NONOPERATING EXPENSES						
WRITE OFF OF UNCOLLECTIBLE ACCTS	\$13,000.00	\$2,106.79	\$3,466.02	\$0.00	\$9,533.98	26.66%
DEBT SERVICE INTEREST	\$412,000.00	\$202,318.76	\$306,703.14	\$0.00	\$105,296.86	74.44%
CONTINGENCY	\$340,000.00	\$0.00	\$0.00	\$0.00	\$340,000.00	0.00%
TOTAL NONOPERATING EXPENSES	\$765,000.00	\$204,425.55	\$310,169.16	\$0.00	\$454,830.84	40.55%
INCOME (LOSS) BEF CONTRIBS & TRSFS	(\$448,450.00)	(\$1,727,798.47)	\$10,181,516.82	(\$1,007,998.67)	\$9,621,968.15	(2,045.61)%
OTHER CONTRIBUTIONS & REPAYMENTS						
+CONNECTION FEES	\$200,000.00	\$0.00	\$157,843.88	\$0.00	(\$42,156.12)	78.92%
+CVSD REPAYMENTS FOR CIP	\$916,300.00	\$0.00	\$392,185.35	\$0.00	(\$524,114.65)	42.80%
-CIP EXPENDITURES	(\$29,352,350.00)	(\$343,114.21)	(\$7,137,710.12)	(\$15,474,336.86)	(\$6,740,303.02)	77.04%
OTHER CONTRIBUTIONS & REPAYMENTS	(\$28,236,050.00)	(\$343,114.21)	(\$6,587,680.89)	(\$15,474,336.86)	\$6,174,032.25	78.13%
NET RESULTS	(\$28,684,500.00)	(\$2,070,912.68)	\$3,593,835.93	(\$16,482,335.53)	\$15,796,000.40	44.93%

**ORO LOMA SANITARY DISTRICT
INVESTMENTS AND DEPOSITS REPORT
March 2024**

FUND #	FUND NAME	INVESTMENT LIMITS	% OF TOTAL	CURRENT FY 3/31/2024	LAST FY 6/30/2023	
LOCAL AGENCY INVESTMENT FUND (LAIF)						
15	GENERAL FUND - SEWER SERVICE			\$ (920,365.32)	\$ (2,524,554.54)	
20	INSURANCE FUND			405,145.11	505,145.11	
40	RENEWAL & REPLACEMENT FUND			6,337,302.41	1,937,302.41	
45	CAPITAL IMPROVEMENT PROGRAM FUND			(10,921,487.59)	(2,421,487.59)	
85	SOLID WASTE / GARBAGE FUND			3,139,927.17	1,039,927.17	
86	RECYCLING FUND			2,020,436.94	1,720,436.94	
COMBINED CASH BALANCE IN LAIF		(a)	\$0 - \$50m	0.28%	\$ 60,958.72	\$ 256,769.50
UMB BANK						
				Book Value 3/31/2024	Book Value with Market Adj 6/30/2023	
45	AGENCY BONDS	(e)	30% in 1 agn.	\$ 7,302,550.00	\$ 8,297,750.00	
40	CERTIFICATES OF DEPOSIT	(b)	30%	490,000.00	490,000.00	
45	CORPORATE BONDS			1,039,378.11		
40/45	CASH	(i)	20%	49,967.31	12,661.03	
TOTAL AT COST				8,881,895.42	8,800,411.03	
FAIR MARKET VALUE ADJUSTMENT TO INVESTMENTS				(564,844.10)	(581,624.10)	
COMBINED INVESTMENT BALANCE IN UMB BANK				37.55%	\$ 8,317,051.32	\$ 8,218,786.93
CAMP						
15	CAMP	(i)	20%	\$ 11,329,619.11	\$ 11,130,009.46	
COMBINED CASH BALANCE IN CAMP				51.16%	\$ 11,329,619.11	\$ 11,130,009.46
U.S. BANK CHECKING ACCOUNT						
15	GENERAL FUND - SEWER SERVICE			\$ 676,453.13	\$ 1,614,384.54	
20	INSURANCE FUND			(7,851.70)	165,142.35	
40	RENEWAL & REPLACEMENT FUND			274,001.30	(284,011.77)	
45	CAPITAL IMPROVEMENT PROGRAM FUND			173,443.30	(1,324,231.86)	
71	FLEX PLAN TRUST			5,888.28	5,851.56	
77	ALAMEDA CO. WMAC A/R RECOVERY			317,723.76	-	
85	SOLID WASTE / GARBAGE FUND			521,079.52	911,230.98	
86	RECYCLING FUND			476,591.45	605,923.46	
COMBINED CASH BALANCE IN U.S. BANK		(i)	20%	11.01%	\$ 2,437,329.04	\$ 1,694,289.26
PETTY CASH FUNDS				0.01%	\$ 1,500.00	\$ 1,500.00
TOTAL CASH & INVESTMENTS				100%	\$ 22,146,458.19	\$ 21,301,355.15

Current Board-approved reserve level **\$8,575,000**

845,103.04
Net Change from 6/30/23

3/31/2023	14,618,233.75	\$ 7,528,224.44
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Net Change from same period last year

NOTE: THESE INVESTMENTS HAVE BEEN MADE IN ACCORDANCE TO THE DISTRICT'S INVESTMENT POLICY, REVIEWED ANNUALLY. THE FY 2023-24 POLICY WAS REVIEWED AND APPROVED BY THE F&I COMMITTEE ON 12/22/23, AND THE FULL BOARD ON 1/2/24. THE INVESTMENT PROGRAM PROVIDES SUFFICIENT CASH FLOW FOR THE DISTRICT TO MEET EXPENDITURE REQUIREMENTS FOR THE NEXT SIX MONTHS.

**MINUTES
SOLID WASTE COMMITTEE MEETING
ORO LOMA SANITARY DISTRICT**

MONDAY, APRIL 15, 2024	9:30 AM	ORO LOMA SANITARY DISTRICT BOARDROOM 2655 GRANT AVENUE, SAN LORENZO, CA 94580
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1. CALL TO ORDER

Director Young called the meeting to order at 9:32 am.

Chair Duncan stated that she was using "just cause" as defined by Assembly Bill 2449 due to illness to attend the meeting via teleconference.

2. ROLL CALL: CHAIR DUNCAN AND DIRECTOR YOUNG

PRESENT: Rita Duncan, Chair (Via teleconference)
Shelia Young, Director

STAFF: Jimmy Dang, General Manager
Natasha Browne, Solid Waste Consultant

WM STAFF: Todd Nienhouse, WM District Manager
Virginia Harrington, WM Public Sector Manager
Gretchen Ray-Bonilla, WM Route Manager
Perla Paredes Miramontes, WM Recycling Education Representative

3. PUBLIC COMMENTS

There were no members of the public present, and therefore no comments.

4. RESIDENTIAL PER UNIT FEE PRESENTATION

Staff presented information on the residential "Per Unit Fee" to request that billing of L1 & L3 fees be removed from collection on the property taxes and allow WM to bill for it, as they do currently for the other areas of the District. This would require the franchise agreement to be amended. In addition to amending the contract for L1 & L3 billing, a clerical error for L2 Per Unit Fee billing needs to be corrected. The Committee asked if this would open the franchise agreement for negotiation. Dang clarified that only the sections pertaining to the "Per Unit Fee" would be amended. The Committee supported amending the franchise agreement to allow WM to bill for all areas for "Per Unit Fee" and correct the L2 clerical error, as this would simplify billing and save the District money.

The Committee authorized staff to take this to the full Board for approval.

4.1. [Per Unit Fee Presentation](#)

5. REVIEW STATUS OF SOLID WASTE STRATEGIC GOALS

Browne reported all strategic goals were in progress and the information regarding the recycle contamination baseline and audit years was added per the Committee's request.

The Committee accepted the report.

5.1. [SW Strategic Goals Report April 2024](#)

6. CONTAINER MONITORING PROGRAM

The Committee reviewed the status of the Solid Waste Strategic Goals and found them to be in order.

The Committee accepted the report.

6.1. [Feb 2024 Container Monitoring Program Incident Report](#)

7. PUBLIC EDUCATION AND COMMUNICATION

Browne reported for the month of March, 33 commercial customers, which includes customers that received multiple "Container Monitoring Incidents" were provided program assistance that includes: SB 1383 information, right sizing of their solid waste collection services, signage, and staff training.

Number of new customers:

- Single-Family: 103 Multi-Family: 1 Commercial: 14

New customers are provided information about the District's solid waste program and services.

2024 Monthly Trash Talk Session via Zoom:

January: 70

February: 30

March: 21

8. COMMUNITY ENGAGEMENT

Review 2024 community events and partnerships:

- San Leandro Breakfast Club - Trash Talk session, at Mel's Diner, April 17, 2024.
- San Lorenzo Earth Day Event: District will provide collection service support for the cleanup and will table the event on April 20, 2024.
- 4th Annual Statewide Illegal Dumping Conference: The District is supporting with a \$1,000 sponsorship for the event on May 2-3, 2024.
- San Leandro Cherry Festival: The District will participate in the parade and table the event on June 1, 2024.
- FamFest: June 22, 2024: The District will table the event on June 22, 2024.
- National Night Out: August 6, 2024, location TBD.
- San Lorenzo HOA Halloween Event: October.

9. EXCELLENCE IN SERVICE AWARDS

Browne reported 17 out of the 20 WM residential drivers servicing Oro Loma qualified for the District's Excellence in Service Awards. They achieved 10 or fewer missed pickups for the last three months: January, February, and March. Gretchen added that two of the three drivers that did not qualify for the award are recently new to the routes. There are approximately 32,000 customers serviced every week for three commodities, which

results in 384,000 pickups per quarter. Each driver will receive an appreciation award of \$250. The next round of awards will be in August 2024.

10. STAFF AND DIRECTOR COMMENTS

The Committee thanked WM and staff for their work.

11. ADJOURNMENT

There being no further business to come before the Committee, Director Young adjourned the meeting at 10:30 am.



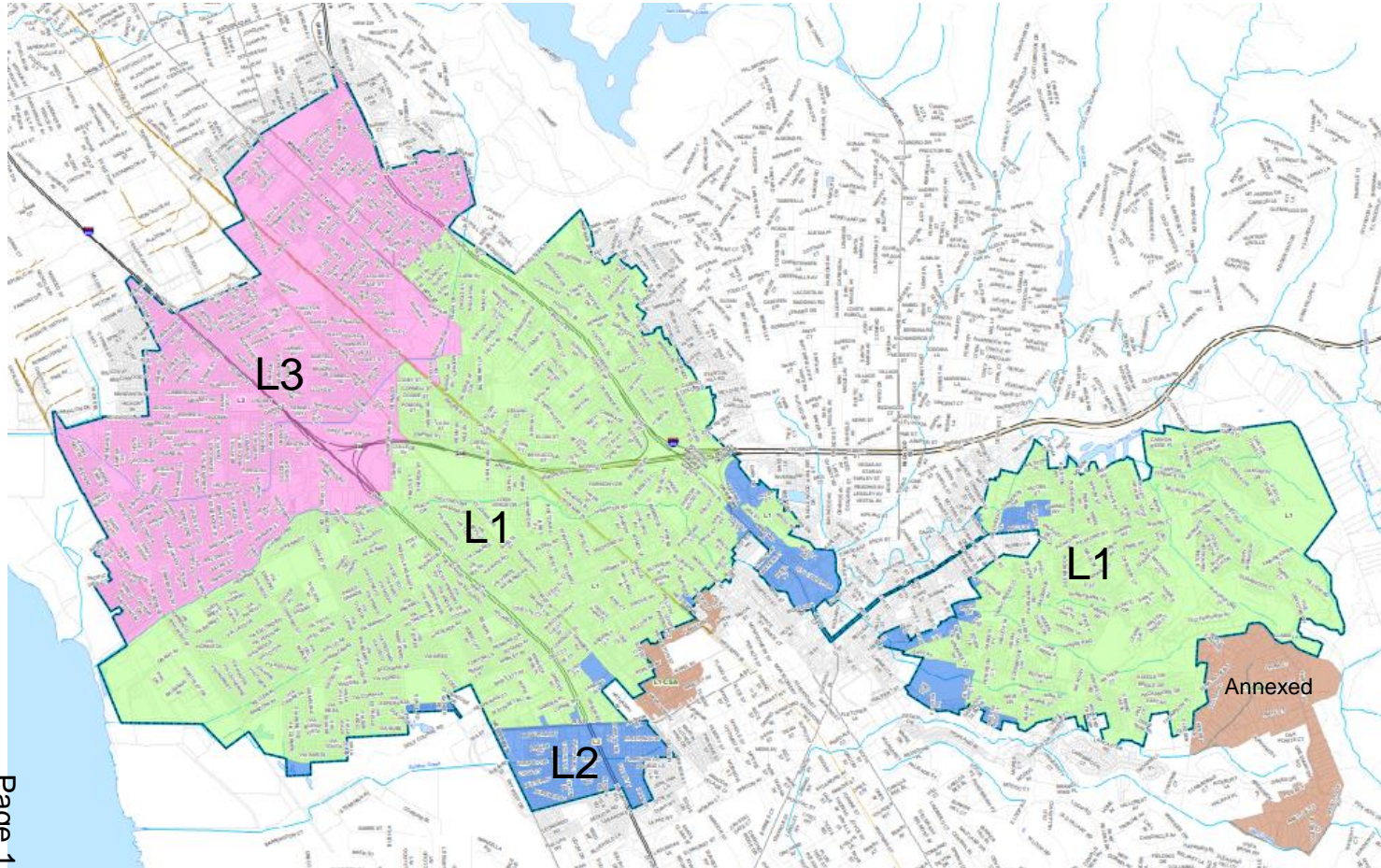
Per Unit Fee: Recycle & Organics + District SB 1383

**Jimmy Dang, General Manager
Natasha Browne, Solid Waste Program Consultant**

April 15, 2024

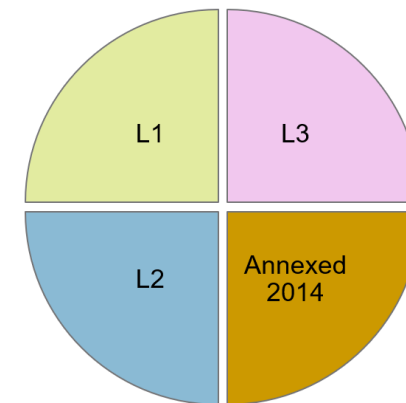


Areas of the District

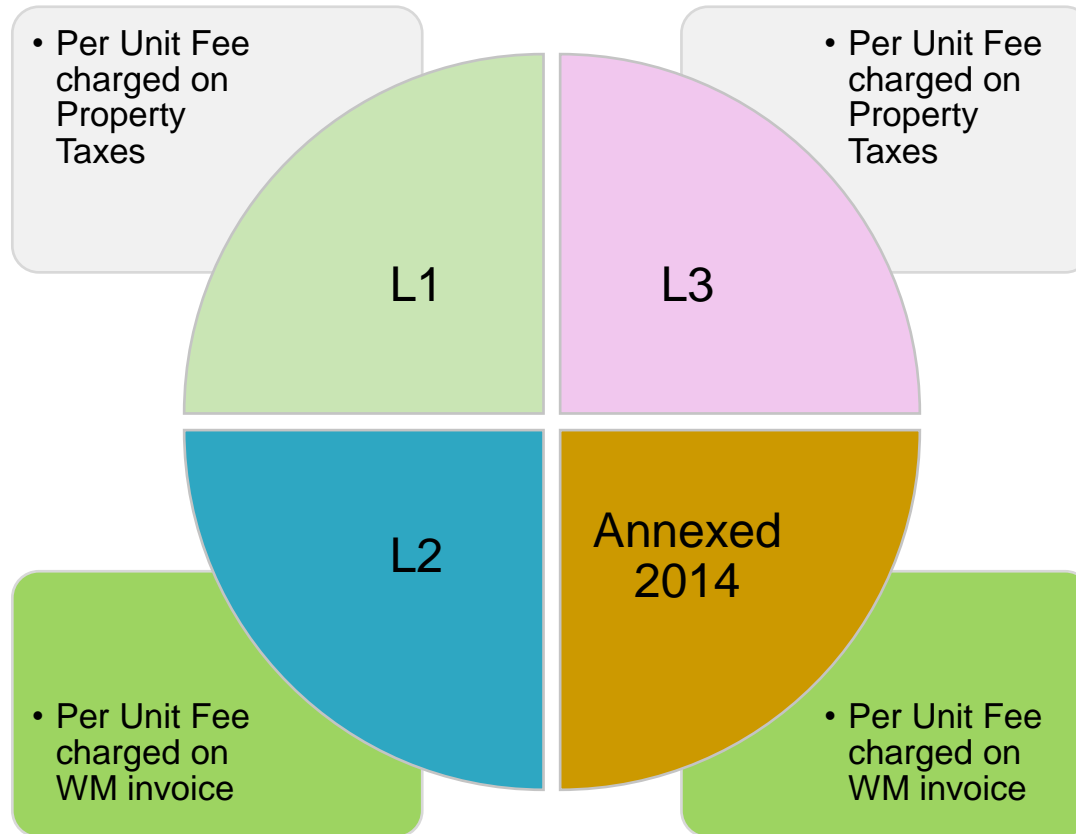


Map Colors:

- Green is L1- San Lorenzo, unincorporated San Leandro & Hayward, and Castro Valley.
- Blue is L2-in Hayward City Limits.
- Pink is L3- in San Leandro City Limits
- Brown is annexed area: 2014 annexed from the County for solid waste services.



Payment of the “Per Unit Fee” by Area



Explanation of the Per Unit Fee Continued.



RESIDENTIAL RECYCLING & GREEN WASTE CHARGES

Increase Explained

Through conservative fiscal stewardship and by negotiating long-term agreements with the solid waste hauler, Oro Loma has maintained its recycling and green waste charges at \$55.20 per year (\$4.60 per month) per residential customer since 1993.

In September 2016, significant environmental legislation was signed into law (SB 1383), requiring the standardization of trash, recycling, and green waste carts across the State of California, as well as extensive monitoring and reporting mandates. To meet the requirement, the District will replace all trash, recycling, and green waste carts. To fund the new carts and prepare for the implementation of SB1383 on January 1, 2022, the District proposes an increase of \$12.00 per year (\$1.00/month) from \$55.20/year to \$67.20/year, to the District's residential recycling and green waste charges.

The increase would go into effect on July 1, 2021 and provide the funding necessary to achieve and maintain compliance with SB 1383.

Additionally, Oro Loma proposes an annual increase to residential recycling and green waste charges of \$0.50 per unit per month in years 2-5 (\$6/year) to fund the rising costs of collecting and processing recyclable and compostable materials.

Residential Recycling & Green Waste Charges:
(collected annually on the tax roll)

Effective Date	Proposed Charge
July 1, 2021	\$5.60/month
July 1, 2022	\$6.10/month
July 1, 2023	\$6.60/month
July 1, 2024	\$7.10/month
July 1, 2025	\$7.60/month

County	Rate
Freemont	\$96.35
Union City	\$51.92
Oakland	\$51.37
Castro Valley	\$50.51
Berkeley	\$45.46
Alameda	\$44.90
Freemont	\$39.72
Hayward	\$35.63
Dublin	\$35.11
San Leandro	\$34.68
Oro Loma (S.D.)	\$27.77
Pleasanton	\$24.57
Emeryville	\$20.21

IMPORTANT FACT:

The District's current solid waste rates are 40% less than the average in Alameda County.

To view this notification in multiple languages, please visit our website at OroLoma.org.

Informational Workshop for the Public
May 6, 2021, 6:00pm - 7:30pm
Zoom.us/join, Meeting ID: 823 5546 4315
Call 1-669-900-6833, enter Meeting ID: 823 5546 4315

Public Hearing
June 1, 2021, 6:00pm
Zoom.us/join, Meeting ID: 488 254 2320
Call 1-669-900-6833, enter Meeting ID: 488 254 2320

To collect on the property taxes, a Prop 218 Notice is required. You can schedule/project rates for up to 5 years. A new notice would need to be done, if higher rates are needed than what was published.

Last Recycle & Organics Prop 218 Notice done in 2021:

- July 1, 2021: \$5.60/month. \$1.00 of \$5.60 kept by the District
- July 1, 2022: \$6.10/month. \$1.50 of \$6.10 kept by the District
- July 1, 2023: \$6.60/month. \$2.00 of \$6.60 kept by the District
- July 1, 2024: \$7.10/month. \$2.50 of \$7.10 kept by the District
- July 1, 2025: \$7.60/month. \$3.00 of \$7.60 kept by the District

Note: The portion of the “Per Unit Fee” kept by the District is to recoup the \$6,000,000 for the new carts and fund other SB 1383 requirements.

Explanation of the “Per Unit Fee”



Background:

Up until July 1, 2021, the “Per Unit Fee” was \$4.60 per unit, per month, since the 90s.

The L2 area started recycling with the City of Hayward’s recycle hauler TriCed, per the City’s request, in the early 90s. Customer was billed by WM for this service in addition to their trash.

The District started recycling for L1 and L3 a couple years after L2. At that time, the District decided to have recycling service charged on the property taxes.

This does not include trash service, which is billed by WM to the customer.

2023-2024 INTERNET COPY				Fixed Charges and/or Special Assessments			
For Fiscal Year Beginning July 1, 2023 and Ending June 30, 2024				Description	Exemption Code	Phone	Amount
ALAMEDA COUNTY SECURED PROPERTY TAX STATEMENT Henry C. Levy, Treasurer and Tax Collector 1221 Oak Street, Room 131 Oakland, California 94612				ORO LOMA SEWER SVC		800-676-7516	368.00
				CSA ST LIGHTING		510-670-5212	15.04
				MOSO MSR K 1982		800-273-5167	1.74
				CSA PARAMEDIC		800-273-5167	39.38
				VEC CNTRL MSR A 84		800-273-5167	5.92
				PARAMEDIC SUPPLMNT		925-867-3400	20.86
				ALA CO CLEAN WATER		510-670-5212	7.10
				SLZUSD MSR J 2018	a	844-332-0549	99.00
				SFBRA MEASURE AA		888-508-8157	12.00
				FLOOD BENEFIT 2		510-670-5212	26.60
				HAZ WASTE PROGRAM		800-273-5167	6.64
				VECTOR CNTRL ASMT		800-273-5167	6.18
				MOSQUITO ASMT 2008		800-273-5167	2.50
				AC TRANSIT MEAS VV		800-273-5167	96.00
				EAST BAY TRAIL LLD	a	888-512-0316	5.44
				AB939 RECYCLING		800-676-7516	79.20
				HARD - PARK MAINT		510-881-6700	28.54

“Per Unit Fee” shown as, AB 939 Recycling on the property tax bill.

July 1, 2023 “Per Unit Fee” is \$6.60 per unit, per month.
 The annual cost is \$6.60 x 1 unit x 12 months= \$79.20

WM Residential Invoice: 3 Months Service



Description	Date	Ticket	Quantity	Amount
35 Gallon Cart Service	03/01/24		1.00	80.01
64 Gallon Cart Service - Recycle Materials	03/01/24		1.00	0.00
96 Gallon Cart Service - Green Waste	03/01/24		1.00	0.00
Total Current Charges				80.01

L1



L1 & L3 Per Unit Fee:
Paid on Property Taxes.
District pays WM their portion.

Description	Date	Ticket	Quantity	Amount
35 Gallon Cart Service	03/01/24		1.00	92.82
64 Gallon Cart Service - Green Waste	03/01/24		1.00	0.00
64 Gallon Cart Service - Recycle Materials	03/01/24		1.00	0.00
Total Current Charges				92.82

L3

Note: L3 rates are slightly higher due to service & program additions.



L2 & Annexed Per Unit Fee:
Paid on WM invoice.
WM pays the District their portion.

Description	Date	Ticket	Quantity	Amount
Monthly Recycle	03/01/24		1.00	19.80
35 Gallon Cart Service	03/01/24		1.00	80.01
64 Gallon Cart Service - Green Waste	03/01/24		1.00	0.00
Total Current Charges				99.81

L2

Description	Date	Ticket	Quantity	Amount
Monthly Recycle	03/01/24		1.00	19.80
35 Gallon Cart Service	03/01/24		1.00	80.01
64 Gallon Cart Service - Recycle Materials	03/01/24		1.00	0.00
96 Gallon Cart Service - Green Waste	03/01/24		1.00	0.00
Total Current Charges				99.81

2014 Annexed

July 1, 2023 "Per Unit Fee" is \$6.60 per unit, per month. The monthly rate is \$6.60 x 1 unit x 3 months= \$19.80

Solid Waste Franchise Agreement



The annual solid waste rate increase is applied to the recycle & organics portion of the “Per Unit Fee”. Recycle & Organics Services + District portion=Per Unit Fee.

Due to 2021 Prop 218 Notice that affects L1 & L3 area, the District pays the difference between the annual rate increase on recycle/organics component of “Per Unit Fee” and new rate owed to WM.

Example:

\$6.60 (Monthly Per Unit Fee) - \$4.60 (Rec/Org) = \$2.00 (District Portion)

September 1, 2023 Rate increase was 5.46%

5.46% rate increase applied to \$4.60 (Rec/Org) = \$4.85 (owed to WM for collection services)

Difference of \$0.25 is paid by the District due to 2021 Prop 218 Notice.

September 1, 2024 increase % will be applied to \$4.85. Therefore, increasing the District’s debt.



Financial Impact



Effective September 1, 2023		
\$0.25	# of Units by Area	Cost
L1	29,253	\$7,313.25
L2	2,461	\$615.25
L3	14,212	\$3,553.00
2014 Annexed	1,601	\$400.25
Monthly Total	47,527	\$11,881.75
Yearly Total	12 months	\$142,581.00
County Charge to Place L1 & L3 on the Property Taxes		\$12,000
Annual Grand Total		\$154,581.00

Due to the Prop 218 Notice required to collect on the property taxes, which establishes a ceiling on what the customer can be charged, the District is having to pay the difference between the portion of the “Per Unit Fee” owed to WM and annual solid waste increase on that portion of the “Per Unit Fee”. Current “Per Unit Fee” is \$6.60. \$2 is for the District and \$4.60 is for WM services. However, WM is owed \$4.85, due to the annual solid waste rate increase. Since Prop 218 caps what the customer pays, the District is covering the difference, which is \$.25 per unit.

Disjointed Annual Increases



July 1, 2024 the “Per Unit Fee” will increase from \$6.60 to \$7.10. This increase was projected for the District’s portion of \$2.50 (Cart/SB 1383). However, starting in September, the District will retain less than projected due to the annual solid waste rate increase.

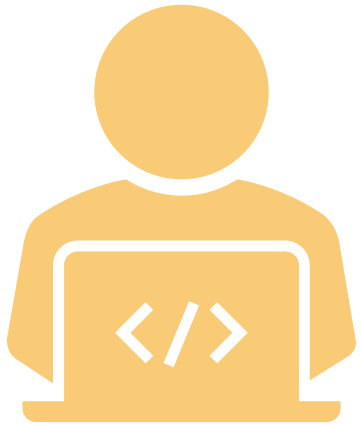


September 1, 2024, the annual rate increase % will be applied to \$4.85.

For example, if the rate increase is 3%, the new recycle & organics rate will be \$5.00 paid to WM. This means, the District would recover \$2.10 not \$2.50 as projected.

*** This also adds to the billing complexity- customer experiences a spike with the September invoice due to back billing for July & August “Per Unit Fee” and annual rate increase.

L2 Franchise Agreement Language



The “L2 Per Unit Fee” billing section of the franchise agreement is missing the recycle component of the Per Unit Fee. This is a clerical error that can only be corrected with an amendment.

Current language: For the L2 area, the Organics Per Unit Fee is on the customer invoice.

Correction needed: For the L2 area, the *recycling and* organics Per Unit Fee is on the customer invoice.

The Ask



Request (Option A): Staff Recommends

- To amend the franchise agreement to allow WM to bill the L1 and L3 areas the “Per Unit Fee”, as they do now for L2 and the Annexed areas.
 - To amend/correct L2 residential per unit fee language.
- ***Amendment to be effective September 1, 2024, which means, the District would save \$150k starting this year.

Option A:

- ✓ WM would bill the “Per Unit Fee” for all areas of the District.
 - Eliminates WM invoicing the District for L1 & L3 Recycle & Organics Services
- ✓ Saves the District approximately \$150,000 per year:
 - By not paying for annual rate increase.
 - By not paying to place L1 & L3s “Per Unit Fee” on the property taxes.
- ✓ Impact to customers- simple and transparent billing.
 - All collection services paid on WM invoice.
 - Eliminates the need to back bill the customer for July & August “Per Unit Fee”.
- ✓ WM would pay the District their portion of the “Per Unit Fee” monthly vs L1/L3 bi-annual County payments.
- ✓ Eliminates Prop 218 Notice requirement & associated costs
 - The “Per Unit Fee” increase would follow the regular annual solid waste increase schedule & public communication.
- ✓ Correct the L2 residential Per Unit Fee language.



Minimum Required- Option B



Minimum Required (Option B):

Amend the franchise agreement to correct L2 Per Unit Fee billing language, effective September 1, 2024.

- No savings to the District.
- Continued billing complexity for the District & Customers.



Thank You!





ORO LOMA SANITARY DISTRICT SOLID WASTE STRATEGIC GOALS REPORT

10-Year Goal 2024-2034	Progress on 10-Year Goal	Intermediate 2024-2026 Goal	Status of Intermediate Goals
Continue to meet requirements of County and State solid waste requirements, including SB 1383. (2021)	Ongoing	Continue outreach and education to all customers and monitor compliance with all aspects of the law.	Ongoing
Reduce residential recycling contamination by 35% by 2025. (2019-50% by 2024; 2021-35% by 2025)	In-progress	Implement Smart Truck Technology to monitor contamination. Track progress through KPIs and provide additional education to customers as needed.	2020: Recycle & Organics Contamination Audit done. Revealed the recycle stream is about 1/3 contaminated. This will be used as the baseline for future comparison. 2023: Implemented container monitoring program. 2024: Revised/new KPIs to come-June. 2025: Conduct Recycle & Organics Contamination Audit to measure contamination.
Maintain 100% participation in organics recycling in schools. (2019)	Completed	Continue outreach and education to schools.	All of San Lorenzo Unified and the San Leandro Unified schools that are in the District, all have recycling and organics collection services. They also receive program and services support year round.
Increase the call-to-action messaging for the public, with emphasis on its role in protecting the environment. (2021)	Ongoing	Implement the direction established in the Communications Plan – recycle right and 3Ps.	2024 call-to-action: download Recycle Coach to help recycle right.
Cooperate with the County in its efforts to address illegal dumping and litter in the District. Take a meaningful step beyond current efforts to beautify the community. (2019)	Ongoing. The County's Mobile Citizen link is posted on the District's website: https://oroloma.org/illegal-dumping-who-to-call/	Continue outreach on bulky waste pick-ups and evaluate multi-family bulky waste collection.	2024: Residential recycle calendar includes information about bulky collection. Multi-families have the option to pay for bulky collection service. Mattress dropoff at WM Davis Street Transfer Station available at no charge.
Maintain a Communications Plan for District outreach efforts. Update the plan every five years. (2019).	In-progress	Update existing plan in TY 2025/26. Review plan with Board at least every two years.	2024: Monthly "Trash Talk" webinars via Zoom. Webinar covers-solid waste mandates, sorting properly, and container monitoring program.

Note: The Solid Waste Strategic Goals are based on the District's 10-year Strategic Vision and Goals. Next 10-year update is scheduled for April 2027.

Legend:
Meeting goal
At risk not to meet goal
Not meeting goal

Last updated: 4/10/24

Oro Loma Sanitary District
 Container Monitoring Program Report
 Residential Incidents 2024

Residential Container Monitoring Incidents																						
Year	Month	Trash	Residential						Recycle	Organics												
			Customers	Pickups Per Month	# of Incidents Per Month	% of Incidents Per Month	Charge Incidents	No Charge Incidents		Customers	Pickups Per Month	# of Incidents Per Month	% of Incidents Per Month	Charge Incidents	No Charge Incidents							
2023	September	O V E R A G E	31,397	125,588	1,680	1.34%	0	1,680	C O N T A I N E R M O N I T O R I N G	29,992	59,984	121	0.20%	0	121	O R G A N I C S	31,207	124,828	34	0.03%	0	34
	October		31,399	125,596	1,401	1.12%	0	1,401		29,997	59,994	123	0.21%	0	123		31,211	124,844	69	0.06%	0	69
	November		31,387	125,548	1,738	1.38%	0	1,738		29,984	59,968	292	0.49%	0	292		31,201	124,804	153	0.12%	0	153
	December		31,386	125,544	1,602	1.28%	0	1,602		29,985	59,970	85	0.14%	0	85		31,202	124,808	24	0.02%	0	24
2024	January		31,404	125,616	1,159	0.92%	3	1,156		30,009	60,018	532	0.89%	1	531		31,223	124,892	226	0.18%	0	226
	February		31,402	125,608	855	0.68%	66	789		30,001	60,002	1,242	2.07%	26	1,216		31,222	124,888	445	0.36%	20	425
	March																					
	April																					
	May																					
	June																					
	July																					
	August																					
	September																					
	October																					
	November																					
	December																					

Residential Collection Service:
 Courtesy notice period: September 1, 2023-January 15, 2024.
 Warnings & charges started January 16, 2024.
 Trash and organics collection services are provided weekly. Each customer receives at least 4 collections per month.
 Recycle collection service is provided bi-weekly. Each customer receives at least 2 recycle collections per month.

	January		February	
	# of Incidents	# of Customers	# of Incidents	# of Customers
1		1444	1	1816
2		193	2	258
3		19	3	43
4		5	4	12
5		2	5	5
			8	1
Total # of Customers		1,663	Total # of Customers	2,134
% of customers that received an incident		5%	% of customers that received an incident	7%

Oro Loma Sanitary District
Container Monitoring Program Report
Commercial Incidents 2024

Commercial Coverage Incidents																							
Year	Month		T R A S H						R E C Y C L E	O R G A N I C S													
			Customers	Pickups Per Month	# of Incidents Per Month	% of Incidents Per Month	Charge Incidents	No Charge Incidents		Customers	Pickups Per Month	# of Incidents Per Month	% of Incidents Per Month	Charge Incidents	No Charge Incidents	Customers	Pickups Per Month	# of Incidents Per Month	% of Incidents Per Month	Charge Incidents	No Charge Incidents		
2023	September		1,318	5,272	299	5.67%	83	216		1,245	4,980	301	6.04%	69	232		1,082	4,328	26	0.60%	3	23	
	October		1,318	5,272	372	7.06%	144	228		1,254	5,016	280	5.58%	127	153		1,093	4,372	23	0.53%	5	18	
	November		1,321	5,284	386	7.31%	131	255		1,260	5,040	240	4.76%	109	131		1,102	4,408	27	0.61%	7	20	
	December		1,323	5,292	524	9.90%	169	355		1,261	5,044	271	5.37%	90	181		1,107	4,428	28	0.63%	7	21	
2024	January		1,321	5,284	365	6.91%	142	223		1,259	5,036	225	4.47%	84	141		1,109	4,436	13	0.29%	4	9	
	February		1,321	5,284	293	5.55%	158	135		1,262	5,048	192	3.80%	96	96		1,116	4,464	21	0.47%	2	19	
	March																						
	April																						
	May																						
	June																						
	July																						
	August																						
	September																						
	October																						
	November																						
	December																						

Commercial Contamination Incidents															
Year	Month		R E C Y C L E						O R G A N I C S						
			Customers	Pickups Per Month	# of Incidents Per Month	% of Incidents Per Month	Charge Incidents	No Charge Incidents		Customers	Pickups Per Month	# of Incidents Per Month	% of Incidents Per Month	Charge Incidents	No Charge Incidents
2023	September		1,245	4,980	580	11.65%	0	580		1,082	4,328	87	2.01%	0	87
	October		1,254	5,016	600	11.96%	0	600		1,093	4,372	94	2.15%	0	94
	November		1,260	5,040	540	10.71%	0	540		1,102	4,408	86	1.95%	0	86
	December		1,261	5,044	570	11.30%	0	570		1,107	4,428	24	0.54%	0	79
2024	January		1,259	5,036	522	10.37%	32	490		1,109	4,436	85	1.92%	7	78
	February														
	March														
	April														
	May														
	June														
	July														
	August														
	September														
	October														
	November														
	December														

Commercial Collection Service:
Commercial collection service is available 6 days per week.
Customer count per month: assume at least 1x week pickup=4x a month.
September 2023 overage charge assessed after two warnings.
Contamination Courtesy Notice Period: September 1, 2023-January 15, 2024.
Contamination 2 warnings & charges begin January 16, 2024.

	January		February	
# of Incidents	# of Customers	# of Incidents	# of Customers	
1	168	1	187	
2	65	2	67	
3	37	3	35	
4	28	4	25	
5	14	5	12	
6	11	6	7	
7	9	7	6	
8	4	8	6	
9	3	9	5	
10	7	10	3	
11	3	11	4	
12	3	12	2	
13	1	13	2	
14	1	14	2	
15	4	17	3	
17	1	18	1	
18	1	19	1	
19	2	22	1	
25	1	25	1	
31	1	32	1	
76	1	115	1	
Total # of Customers	365	Total # of Customers	372	
% of customers that received an incident	28%	% of customers that received an incident	29%	

**MINUTES
CONSTRUCTION COMMITTEE MEETING
ORO LOMA SANITARY DISTRICT**

WEDNESDAY, APRIL 17, 2024	10:00 AM	ORO LOMA SANITARY DISTRICT BOARDROOM 2655 GRANT AVENUE, SAN LORENZO, CA 94580
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1. CALL TO ORDER

Chair Young called the meeting to order at 10:00 a.m.

2. ROLL CALL: CHAIR YOUNG AND DIRECTOR DUNCAN

In attendance were Chair Young and Director Duncan, Castro Valley Directors Johnson and Sadoff, General Manager Dang, Castro Valley General Manager Williams, District Engineer Halsted, Senior Engineer Decker, Field Engineer Liu, and Construction Inspector Tang.

3. GENERAL PUBLIC

There were no members of the public present and therefore no comments.

4. CONSTRUCTION COMMITTEE MEETING MINUTES

The minutes of the previous Committee meeting were approved as presented.

5. FUNDS 40 AND 45 ACCOUNTING SHEETS

Halsted presented the funds 40 & 45 accounting sheets and provided an explanation of the "Revenues Over (Under) Expenses" line at the bottom of the sheets.

The Committee accepted the report.

6. BUDGET AMENDMENT NO. 2 FOR FY 2023-2024

Halsted presented Budget Amendment No. 2 for FY 2023-2024 to the Committee. The net increase of the projected changes for FY 2023-2024 is \$407,300 – \$520,300 increase in the CIP fund and \$113,000 decrease in the R&R fund. The major increase consists of moving budget for the design of the Digester Rehabilitation project from FY 2024-2025 to the current fiscal year.

The Committee accepted the report and authorized staff to take the budget amendment to the full Board.

7. 10 YEAR R&R AND CIP PROJECTED COSTS

Halsted presented the Ten-Year R&R and CIP Projected Costs and noted that there were no changes from last months report.

The Committee accepted the report.

8. STRATEGIC GOALS TRACKING

Halsted presented the status of the Construction Committee strategic goals and noted

that all goals are in the green status, which means ahead or on time for meeting goals. He also noted that the high-frequency footage for the collection system is currently at 10%.

The Committee accepted the report.

9. PLANT PROJECT SUMMARY SHEETS

9.1. TREATMENT PLANT AND LIFT STATION ROOF REHABILITATION

Liu presented the status of the Treatment Plant and Lift Station Roof Rehabilitation Project, which provides rehabilitation of 4 roofs in the treatment plant and 4 roofs at lift stations. The contractor is 10% complete and is currently working on the Pump #5 and Equipment Barn roofs.

The Committee accepted the report.

9.2. PLANT BATTERY

Decker presented the status of the Plant Battery Project, which provides for the installation of a battery bank that will allow the District to reduce demand charges and shave peak hour PG&E energy costs. The project is currently 90% complete. It was reported that a PG&E and Plant shutdown is scheduled for April 18th and 19th. This shutdown will allow the contractor to complete the connection of the battery and investigate the solar connection for the design of the solar disconnect.

The Committee accepted the report.

9.3. TREATMENT UNIT GATE REPLACEMENT PROJECT

Decker reported on the status of the construction for the Treatment Unit Gate Replacement project, which is complete. The project provided for the replacement of six 12" x 12" and six 36" x 36" sluice gates in the aeration basin treatment unit. The project was awarded to GSE Construction in the amount of \$279,700 following Board approval at the April 19, 2022 Board Meeting. All work was performed per contract and to the satisfaction of staff. There were 3 change orders totaling \$91,116:

- Change Order 1: Protection of existing diffusers during work, \$21,000
- Change Order 2: Additional Gate Brackets, \$10,276
- Change Order 3: Additional 5 ft. gate at the Chlorine Contact Channel, \$59,840

Staff requested authorization to take the project to the full Board for project closeout.

The Committee approved the report and authorized staff to take the project to the full Board for project closeout.

10. SEWER LINE REPLACEMENT (SLR) PROGRAM GOAL TRACKING

Halsted presented a status update on the Sewer Line Replacement Program Strategic Goal. He stated that 24.7 miles of pipe have been installed and 15.3 miles remain to be installed. It was noted that the District is currently ahead of schedule for meeting its goal

to replace a minimum of 40 miles of collection system pipe between 2019 and 2029.

The Committee accepted the report.

11. COLLECTION SYSTEM PROJECT SUMMARY SHEETS

11.1. SEWER LINE REPLACEMENT PHASE 5

Decker presented the status of the Sewer Line Replacement Phase 5 project, which provides for the replacement of 3.6 miles of vitrified clay pipe (VCP) with HDPE pipe. The project was recently awarded to California Trenchless, Inc. and construction is expected to start at the end of April.

The Committee accepted the report.

11.2. SEWER LINE REPLACEMENT PHASE 7

Liu presented the status of the Sewer Line Replacement Phase 7 project, which provides for the replacement of 3.6 miles of vitrified clay pipe (VCP) with HDPE pipe. The contractor is currently working on the sewer lines along Via Del Sol in San Lorenzo and the project is 5% complete.

The Committee accepted the report.

12. STAFF/DIRECTOR COMMENTS

Director Johnson stated that the Alameda County Special Districts Association (ACSDA) meeting on May 8, 2024, will take place at CVSan and a tour of the construction of their new facility will be offered.

Director Duncan expressed her gratitude to everyone present.

Director Young noted the need for Grant Avenue to be repaved. She then stated that April 22, 2024, marks Earth Day and encouraged everyone to take action to make the Earth a better place.

13. ADJOURNMENT

There being no further business to come before the Committee, Chair Young adjourned the meeting at 10:37 a.m.

**MINUTES
OPERATIONS COMMITTEE MEETING
ORO LOMA SANITARY DISTRICT**

THURSDAY, APRIL 18, 2024	8:00 AM	ORO LOMA SANITARY DISTRICT BOARDROOM 2655 GRANT AVENUE, SAN LORENZO, CA 94580
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1. CALL TO ORDER

Director Simon called the meeting to order at 8:03 a.m.

2. ROLL CALL: CHAIR SIMON AND DIRECTOR STELZMANN

Chair Simon and Director Stelzmann were present, as were General Manager Jimmy Dang, Operations Manager Joseph Carlini, Maintenance Manager Joseph McCauley, and Administrative Support Specialist Lacey Aldridge.

3. GENERAL PUBLIC

There were no members of the public present and, therefore, no comments.

4. ENERGY BALANCE & DEMAND MANAGEMENT

Staff presented an update on the monthly energy balance and demand.

The Committee accepted the report.

4.1. [Energy Balance and Demand Management March 2024](#)

4.2. [DGS Gas Purchases March 2024](#)

5. O&M FINANCES

Staff reviewed the monthly financial reports.

The Committee accepted the report

5.1. [O&M Finances March 2024](#)

6. DISTRICT OPERATIONS OVERVIEW

Staff briefed the Committee on ongoing projects and information regarding Operations, Maintenance, and Collections issues. Dang presented the new Key Performance Indicators (KPIs) from the Collections Department to the Committee. Director Stelzmann suggested transitioning the charts for Sewer Lines Cleaned and Inspected to a rolling average format. Chair Simon inquired about how the goal of a 50,000 cleaning frequency was established. Dang clarified that this target was determined based on past years' production and cleaning data. Chair Simon also asked about the best cleaning practices used by other agencies. Dang agreed to discuss this with Collections Manager Brown and provide a report to the Committee.

Dang updated the Committee on upcoming changes to the wet weather outfall permit, highlighting that the ammonia removal percentage would increase annually to 75% from

70%, with no requirements during wet weather months. Additionally, EBDA and BACWA are currently negotiating with the Regional Water Quality Control Board on the upcoming nutrient watershed permit. Dang agreed to follow up with a status update. In response to Chair Simon's request, Dang committed to delivering a staff summary of the District permit criteria at the next Committee meeting.

The Committee accepted the report.

6.1. [District Operations Overview March 2024](#)

7. **BIOSOLIDS STUDY - INTERIM LYTEK FEASIBILITY REPORT**

Staff reviewed the Interim Feasibility Report on implementing Lystek THP at Oro Loma, and staff identified a technology for handling future biosolids. Lystek offers thermal hydrolysis solutions for sustainable biosolids and organics management. However, after a thorough examination, staff concluded that this process would not be feasible for the District. Currently, the District is collaborating with Synagro to determine the cost per ton for the next hauling contract. Chair Simon inquired about the Stop Waste facility near the Altamont. Dang informed the committee that the facility is not yet complete. Director Stelzmann asked if the District still receives biosolids from other vendors. Dang confirmed, stating an expected revenue of \$100K per year. Chair Simon raised the possibility of using rails (trains) or barges for biosolids offhaul. Dang agreed to follow up with a status update.

7.1. [Interim Report for the Feasibility Study for Implementation of Lystek THP at Oro Loma Sanitary District](#)

8. **STAFF/DIRECTOR COMMENTS**

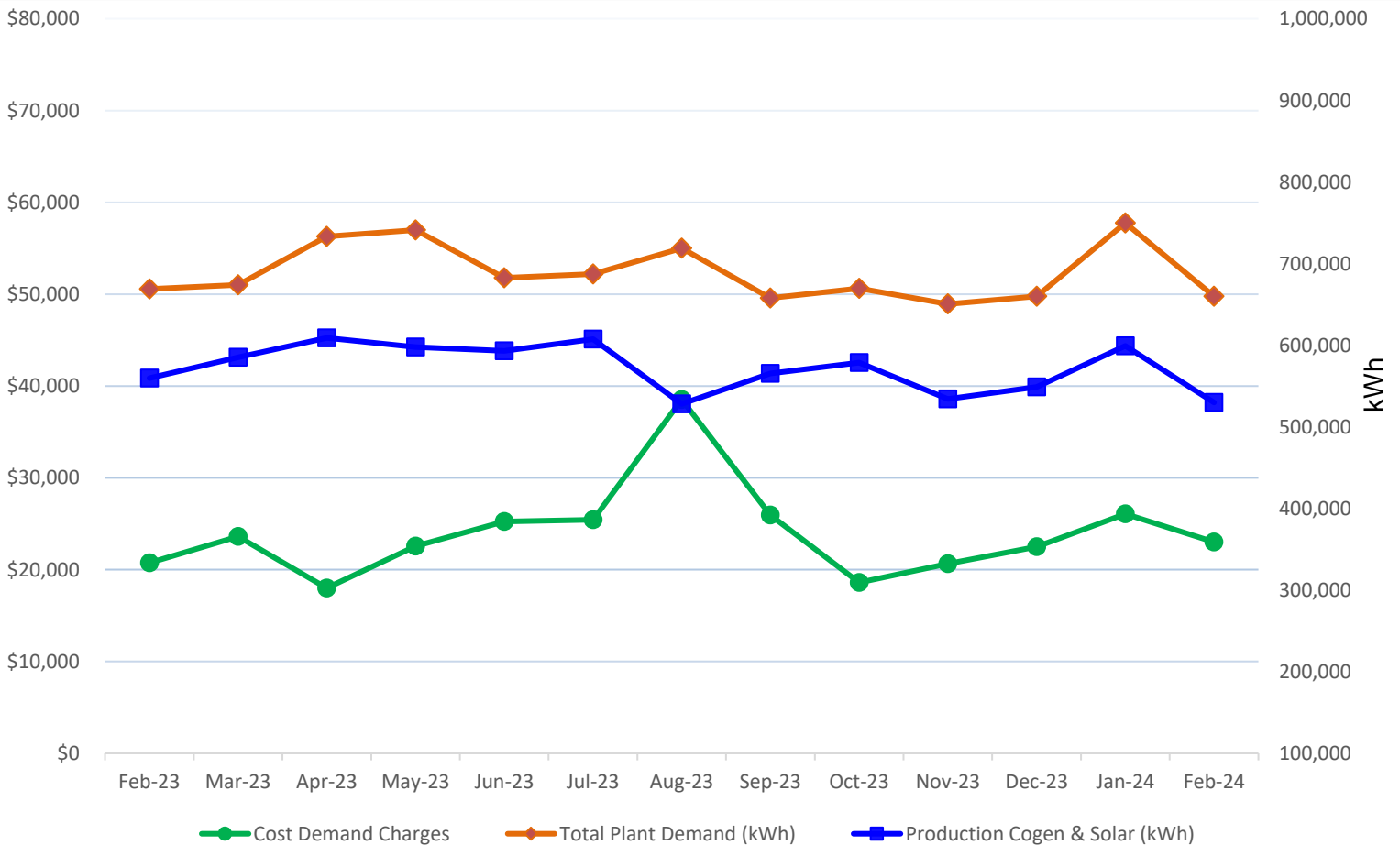
Director Stelzmann thanked the staff for their efforts on the Lystek Biosolids Study. Chair Simon echoed similar sentiments.

9. **ADJOURNMENT**

There being no further business to come before the Committee, Chair Simon adjourned the meeting at 8:37 a.m.

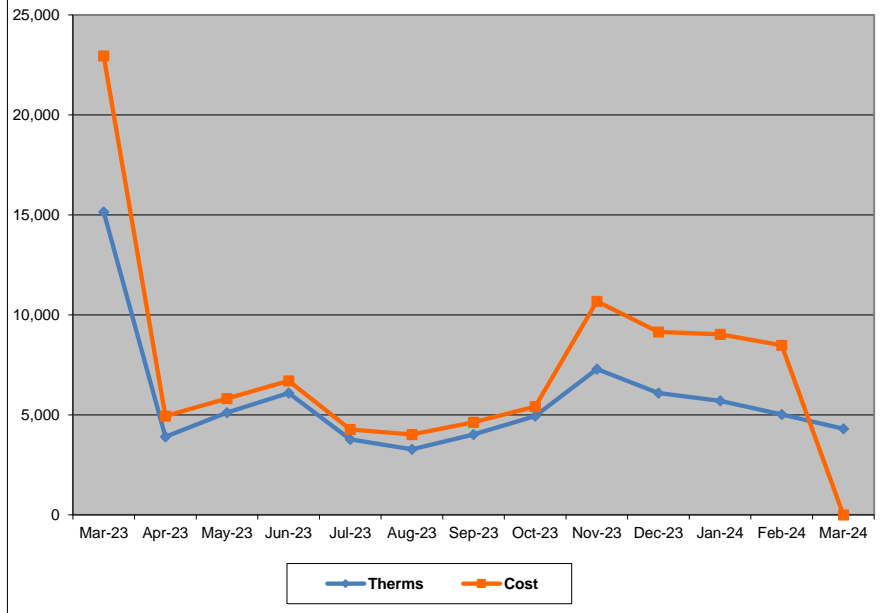
ENERGY BALANCE & DEMAND MANAGEMENT

Month	Cost Demand Charges	Total Plant Demand (kWh)	Production Cogen & Solar (kWh)
Jul-22	\$32,951	726,072	485,946
Aug-22	\$24,162	708,576	570,494
Sep-22	\$21,641	673,073	571,729
Oct-22	\$21,599	889,912	580,152
Nov-22	\$23,536	709,367	515,112
Dec-22	\$24,434	667,156	414,512
Jan-23	\$28,661	745,251	522,314
Feb-23	\$20,748	668,841	559,747
Mar-23	\$23,607	674,067	585,340
Apr-23	\$17,998	733,396	609,038
May-23	\$22,569	741,214	597,842
Jun-23	\$25,240	682,724	593,073
Jul-23	\$25,435	687,220	607,369
Aug-23	\$38,543	718,760	528,173
Sep-23	\$25,949	657,714	565,646
Oct-23	\$18,608	669,702	578,932
Nov-23	\$20,643	650,540	534,127
Dec-23	\$22,495	659,992	548,981
Jan-24	\$26,075	749,858	599,160
Feb-24	\$23,019	659,853	529,727
Mar-24	\$23,072		



DGS Natural Gas Purchasing

Month	Therms	Cost	Cost/Therm
Feb-21	5,236	\$5,545	\$1.059
Mar-21	14,650	\$16,334	\$1.115
Apr-21	13,839	\$13,426	\$0.970
May-21	12,592	\$12,656	\$1.005
Jun-21	13,349	\$13,534	\$1.014
Aug-21	6,415	\$7,152	\$1.115
Sep-21	14,970	\$16,907	\$1.129
Oct-21	11,812	\$14,826	\$1.255
Nov-21	5,013	\$7,272	\$1.451
Dec-21	3,449	\$4,846	\$1.405
Jan-22	3,619	\$5,716	\$1.579
Feb-22	2,652	\$3,570	\$1.346
Mar-22	3,494	\$4,487	\$1.284
Apr-22	3,277	\$4,036	\$1.232
May-22	565	\$846	\$1.497
Jun-22	2,951	\$4,509	\$1.528
Jul-22	2,124	\$2,683	\$1.263
Aug-22	3,495	\$5,600	\$1.602
Sep-22	6,839	\$9,702	\$1.419
Oct-22	3,417	\$4,161	\$1.218
Nov-22	3,159	\$4,460	\$1.412
Dec-22	2,741	\$5,477	\$1.998
Jan-23	10,668	\$52,901	\$4.959
Feb-23	5,079	\$10,483	\$2.064
Mar-23	15,151	\$22,945	\$1.514
Apr-23	3,907	\$4,938	\$1.264
May-23	5,117	\$5,817	\$1.137
Jun-23	6,091	\$6,706	\$1.101
Jul-23	3,779	\$4,271	\$1.130
Aug-23	3,278	\$4,017	\$1.225
Sep-23	4,023	\$4,631	\$1.151
Oct-23	4,940	\$5,408	\$1.095
Nov-23	7,287	\$10,677	\$1.465
Dec-23	6,087	\$9,144	\$1.502
Jan-24	5,696	\$9,025	\$1.584
Feb-24	5,017	\$8,473	\$1.689
Mar-24	4,308		
Average	6,219	\$9,088	\$1.438
Max	15,151	\$52,901	\$4.959
Min	565	\$846	\$0.970



Oro Loma Sanitary District
REVENUES & EXPENSES WITH ENCUMBRANCES

Fund 15 - Operations & Maintenance

		Current Month 3/31/2024	Year to Date 3/31/2024	Encumb 3/31/2024	Budget	Variance	% of Budget
EXPENSES							
COLLECTIONS							
15-1-4010	SALARIES	\$82,659.09	\$761,162.31	\$0.00	\$1,227,500.00	\$466,337.69	62.01%
15-1-4011	OVERTIME	\$1,302.00	\$8,651.68	\$0.00	\$11,500.00	\$2,848.32	75.23%
15-1-4013	TRAFFIC EXPOSURE PAY	\$2,464.20	\$27,414.00	\$0.00	\$30,000.00	\$2,586.00	91.38%
15-1-4014	STANDBY	\$3,260.00	\$32,530.00	\$0.00	\$42,300.00	\$9,770.00	76.90%
15-1-4020	EMPLOYEE BENEFITS	\$24,828.03	\$208,572.52	\$0.00	\$898,800.00	\$690,227.48	23.21%
15-1-4021	PENSION EXPENSE - TIER 1	\$5,794.91	\$202,854.16	\$0.00	\$0.00	(\$202,854.16)	0.00%
15-1-4022	PENSION EXPENSE - TIER 2	\$1,089.77	\$10,301.03	\$0.00	\$0.00	(\$10,301.03)	0.00%
15-1-4023	PENSION EXPENSE - TIER 3	\$2,466.68	\$23,256.46	\$0.00	\$0.00	(\$23,256.46)	0.00%
15-1-4024	PENSION EXPENSE - T1 EPMC 8%	\$2,226.68	\$21,819.44	\$0.00	\$0.00	(\$21,819.44)	0.00%
15-1-4060	GAS & OIL	\$9,142.48	\$27,524.10	\$0.00	\$57,000.00	\$29,475.90	48.29%
15-1-4070	INSURANCE	\$0.00	\$85,589.42	\$0.00	\$256,000.00	\$170,410.58	33.43%
15-1-4090	OFFICE & MEETING EXPENSES	\$370.45	\$2,608.91	\$0.00	\$6,000.00	\$3,391.09	43.48%
15-1-4100	OPERATING SUPPLIES	\$3,610.02	\$44,176.86	\$0.00	\$45,000.00	\$823.14	98.17%
15-1-4104	SAFETY SUPPLIES	\$2,131.31	\$8,736.92	\$0.00	\$12,500.00	\$3,763.08	69.90%
15-1-4105	OPERATING SUPPLIES-LIFT ST	\$0.00	\$0.00	\$0.00	\$15,000.00	\$15,000.00	0.00%
15-1-4110	CONTRACTUAL SERVICES	\$5,660.96	\$38,914.50	\$0.00	\$65,000.00	\$26,085.50	59.87%
15-1-4120	PROFESSIONAL SERVICES	\$0.00	\$2,103.94	\$0.00	\$5,000.00	\$2,896.06	42.08%
15-1-4130	MEMBERSHIPS & PUBLICATIONS	\$0.00	\$0.00	\$0.00	\$3,500.00	\$3,500.00	0.00%
15-1-4155	REPAIR & MAINT-LIFT ST	\$4,368.85	\$25,787.64	\$0.00	\$55,000.00	\$29,212.36	46.89%
15-1-4160	RESEARCH & MONITORING	\$0.00	\$21,063.00	\$0.00	\$25,000.00	\$3,937.00	84.25%
15-1-4170	TRAVEL & TRAINING	\$419.00	\$5,910.27	\$0.00	\$20,000.00	\$14,089.73	29.55%
15-1-4180	RECOGNITION PROGRAM	\$228.34	\$2,110.91	\$0.00	\$4,300.00	\$2,189.09	49.09%
15-1-4190	UTILITIES	\$1,345.93	\$20,261.18	\$0.00	\$50,000.00	\$29,738.82	40.52%
15-1-4195	UTILITIES-LIFT ST	\$25,356.07	\$71,717.81	\$0.00	\$110,000.00	\$38,282.19	65.20%
TOTAL COLLECTIONS		\$178,724.77	\$1,653,067.06	\$0.00	\$2,939,400.00	\$1,286,332.94	56.24%

Oro Loma Sanitary District
REVENUES & EXPENSES WITH ENCUMBRANCES

Fund 15 - Operations & Maintenance

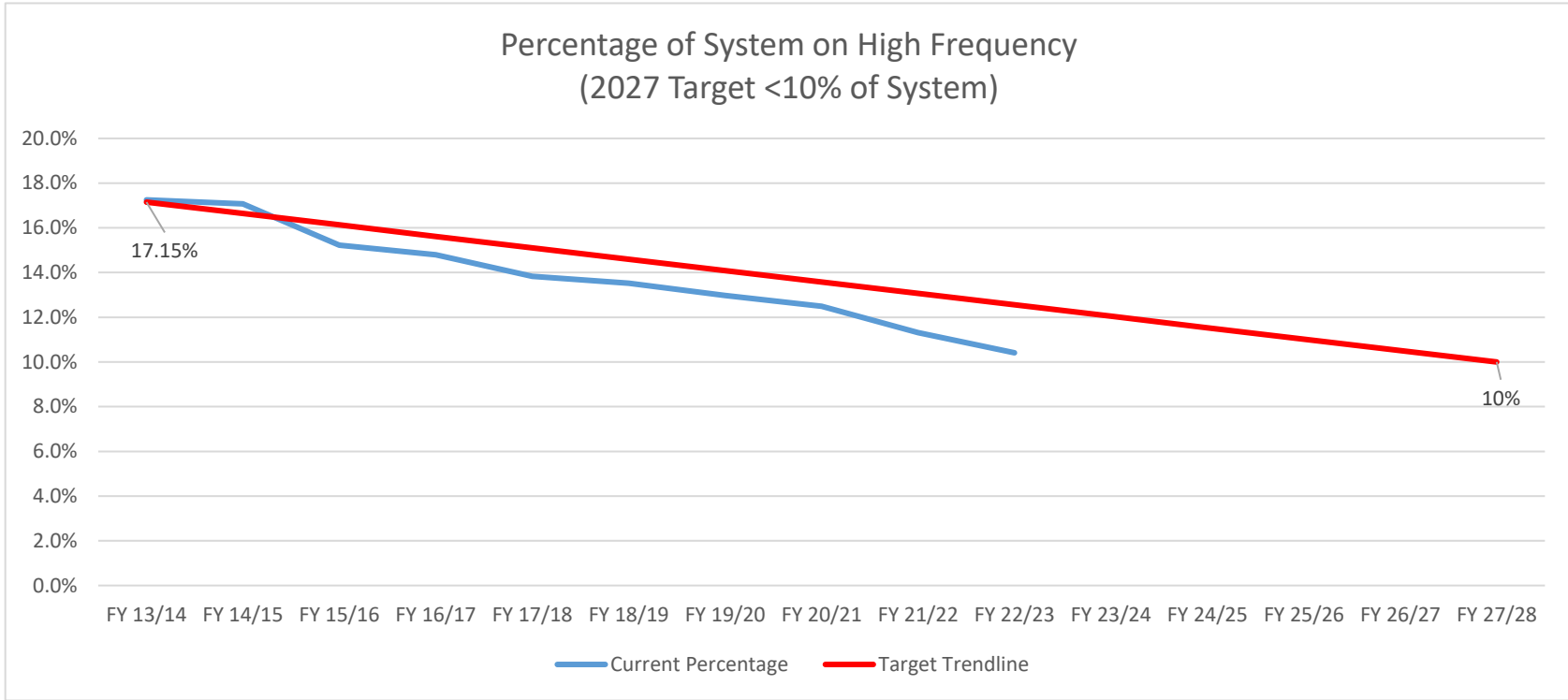
		Current Month 3/31/2024	Year to Date 3/31/2024	Encumb 3/31/2024	Budget	Variance	% of Budget
OPERATIONS							
15-2-4010	SALARIES	\$159,323.62	\$1,594,611.33	\$0.00	\$2,372,100.00	\$777,488.67	67.22%
15-2-4011	OVERTIME	\$4,925.68	\$62,674.68	\$0.00	\$70,000.00	\$7,325.32	89.54%
15-2-4013	SHIFT DIFFERENTIAL	\$5,211.20	\$46,825.40	\$0.00	\$68,000.00	\$21,174.60	68.86%
15-2-4014	STANDBY/EMERGENCY RESPONSE PAY	\$620.00	\$3,510.00	\$0.00	\$3,000.00	(\$510.00)	117.00%
15-2-4020	EMPLOYEE BENEFITS	\$38,826.77	\$352,545.48	\$0.00	\$1,357,000.00	\$1,004,454.52	25.98%
15-2-4021	PENSION EXPENSE - TIER 1	\$8,321.36	\$260,512.60	\$0.00	\$0.00	(\$260,512.60)	0.00%
15-2-4022	PENSION EXPENSE - TIER 2	\$2,495.33	\$38,285.59	\$0.00	\$0.00	(\$38,285.59)	0.00%
15-2-4023	PENSION EXPENSE - TIER 3	\$6,749.82	\$60,539.03	\$0.00	\$0.00	(\$60,539.03)	0.00%
15-2-4024	PENSION EXPENSE - T1 EPMC 8%	\$2,230.93	\$21,082.71	\$0.00	\$0.00	(\$21,082.71)	0.00%
15-2-4060	GAS & OIL	\$1,832.56	\$9,669.29	\$0.00	\$35,000.00	\$25,330.71	27.63%
15-2-4070	INSURANCE	\$0.00	\$253,321.68	\$0.00	\$380,300.00	\$126,978.32	66.61%
15-2-4090	OFFICE & MEETING EXPENSES	\$569.76	\$579.32	\$0.00	\$5,000.00	\$4,420.68	11.59%
15-2-4100	OPERATING SUPPLIES	\$5,730.83	\$162,092.78	\$12,158.60	\$325,000.00	\$150,748.62	53.62%
15-2-4101	CHEMICALS	\$135,583.53	\$991,993.53	\$186,844.37	\$1,200,000.00	\$21,162.10	98.24%
15-2-4102	BELT PRESS SUPPLIES	\$0.00	\$127,465.40	\$0.00	\$120,000.00	(\$7,465.40)	106.22%
15-2-4104	SAFETY SUPPLIES	\$913.43	\$6,755.40	\$0.00	\$11,700.00	\$4,944.60	57.74%
15-2-4110	CONTRACTUAL SERVICES	\$27,792.48	\$243,393.90	\$7,592.00	\$331,000.00	\$80,014.10	75.83%
15-2-4111	CONTRACTUAL SERV-DEPT SUPPORT	\$6,361.97	\$75,218.93	\$0.00	\$83,200.00	\$7,981.07	90.41%
15-2-4112	CONTRACTUAL SERV-SLUDGE	\$0.00	\$528,668.23	\$71,331.77	\$600,000.00	\$0.00	100.00%
15-2-4113	CONTRACTUAL SERV-PRETREATMENT	\$13,015.00	\$29,970.00	\$0.00	\$50,000.00	\$20,030.00	59.94%
15-2-4120	PROFESSIONAL SERVICES	\$6,122.78	\$9,567.37	\$0.00	\$42,400.00	\$32,832.63	22.56%
15-2-4130	MEMBERSHIPS & PUBLICATIONS	\$665.66	\$1,390.66	\$0.00	\$12,100.00	\$10,709.34	11.49%
15-2-4140	RENTS & LEASES	\$0.00	\$900.00	\$0.00	\$45,000.00	\$44,100.00	2.00%
15-2-4150	REPAIRS & MAINTENANCE	\$12.03	\$3,087.78	\$0.00	\$6,000.00	\$2,912.22	51.46%
15-2-4160	RESEARCH & MONITORING	\$0.00	\$194,222.07	\$0.00	\$200,000.00	\$5,777.93	97.11%
15-2-4170	TRAVEL & TRAINING	\$1,343.75	\$12,652.26	\$0.00	\$25,000.00	\$12,347.74	50.61%
15-2-4180	RECOGNITION PROGRAM	\$0.00	\$300.00	\$0.00	\$5,400.00	\$5,100.00	5.56%
15-2-4190	UTILITIES	\$58,129.49	\$570,504.99	\$36,000.00	\$750,000.00	\$143,495.01	80.87%
15-2-4196	UTILITIES-SOLAR POWER	\$0.00	\$58,476.00	\$0.00	\$200,000.00	\$141,524.00	29.24%
TOTAL OPERATIONS		\$486,777.98	\$5,720,816.41	\$313,926.74	\$8,297,200.00	\$2,262,456.85	72.73%

Oro Loma Sanitary District
REVENUES & EXPENSES WITH ENCUMBRANCES

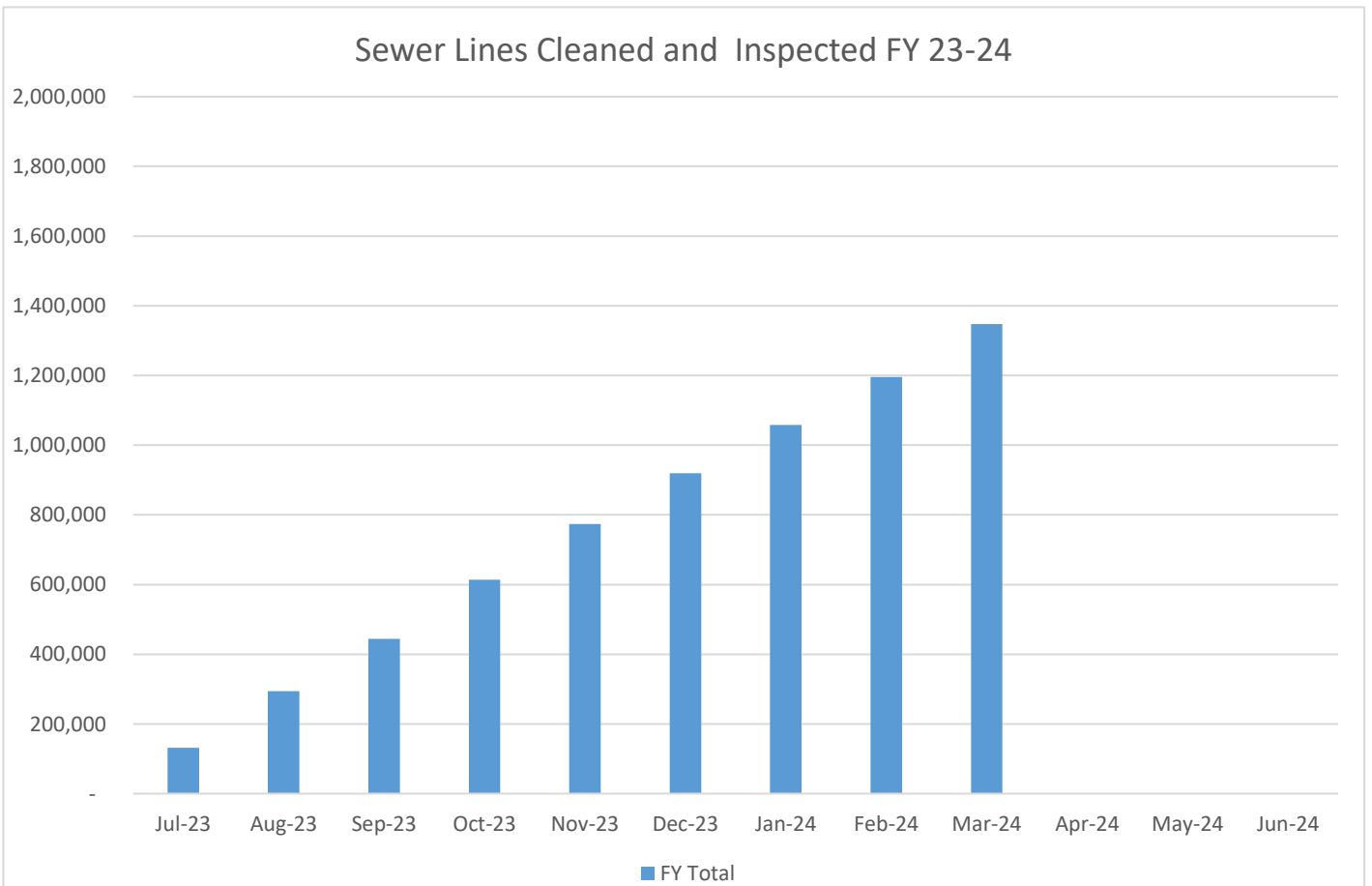
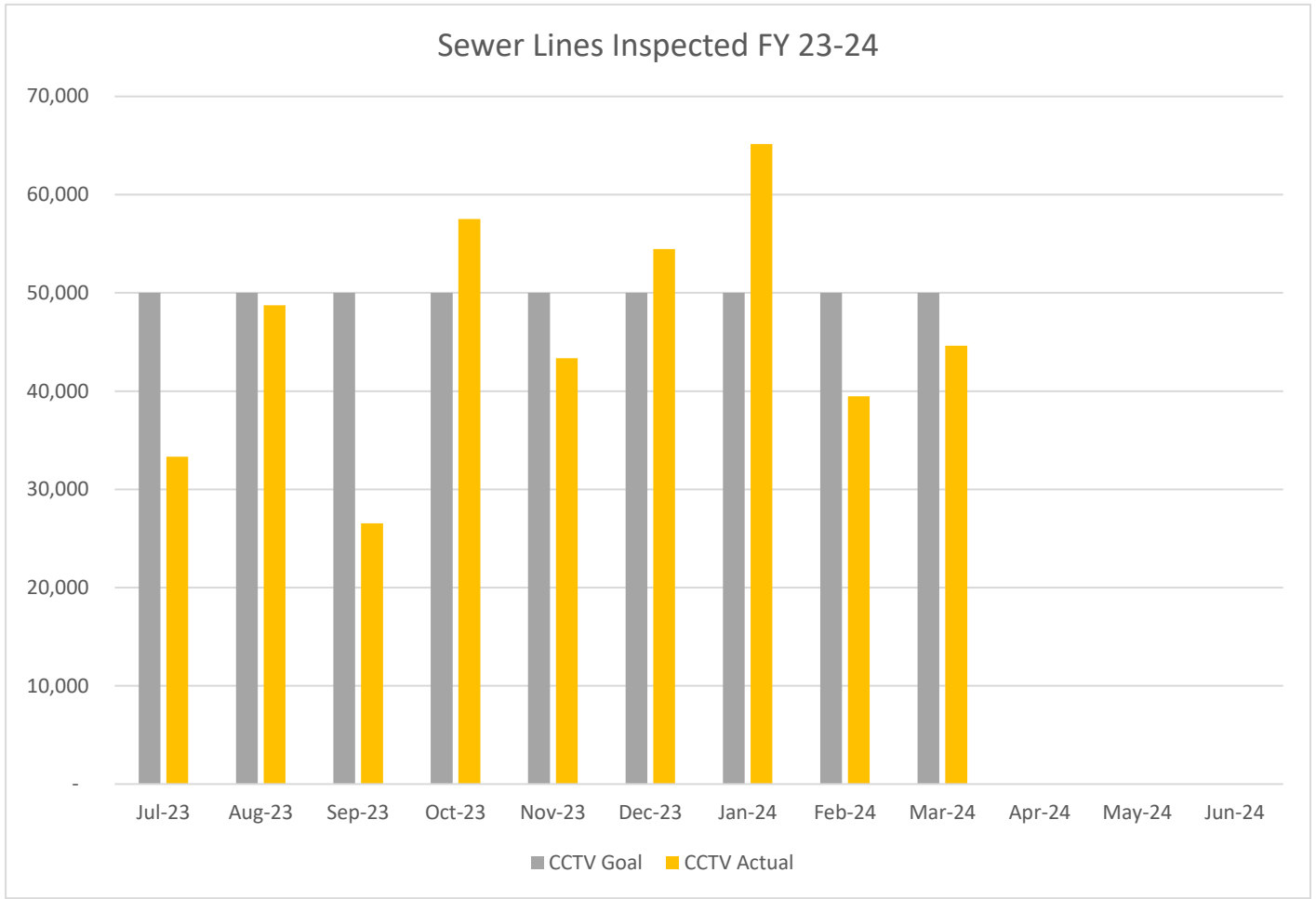
Fund 15 - Operations & Maintenance

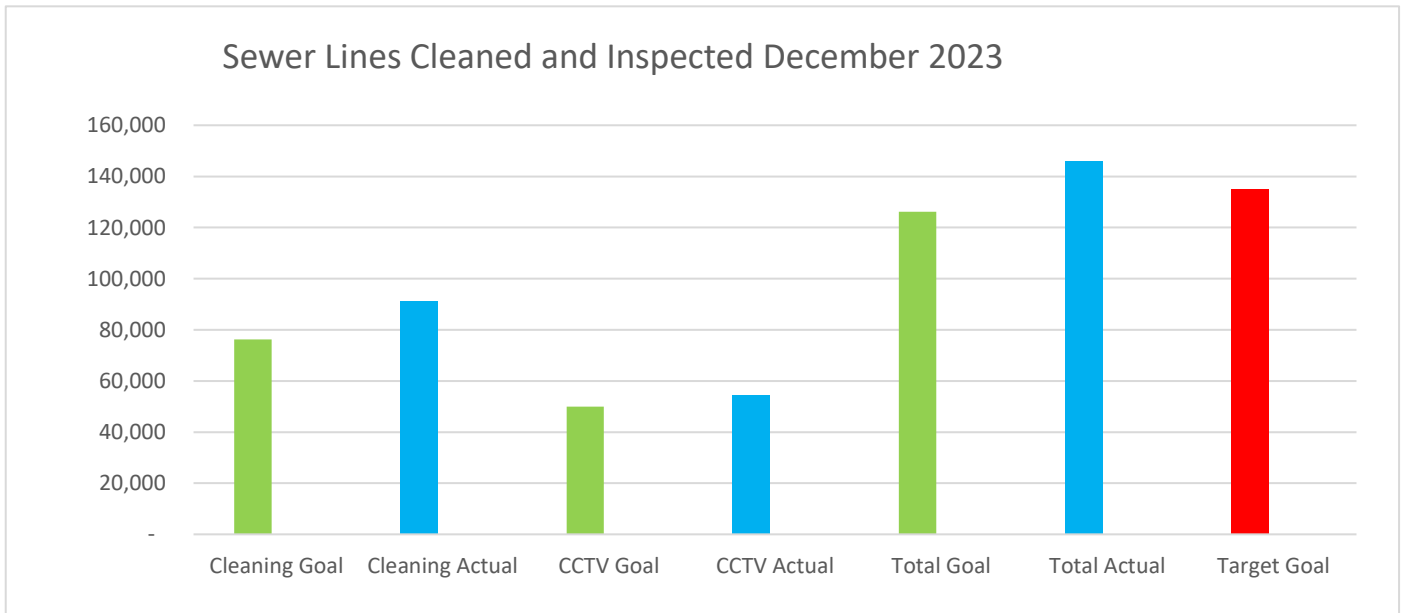
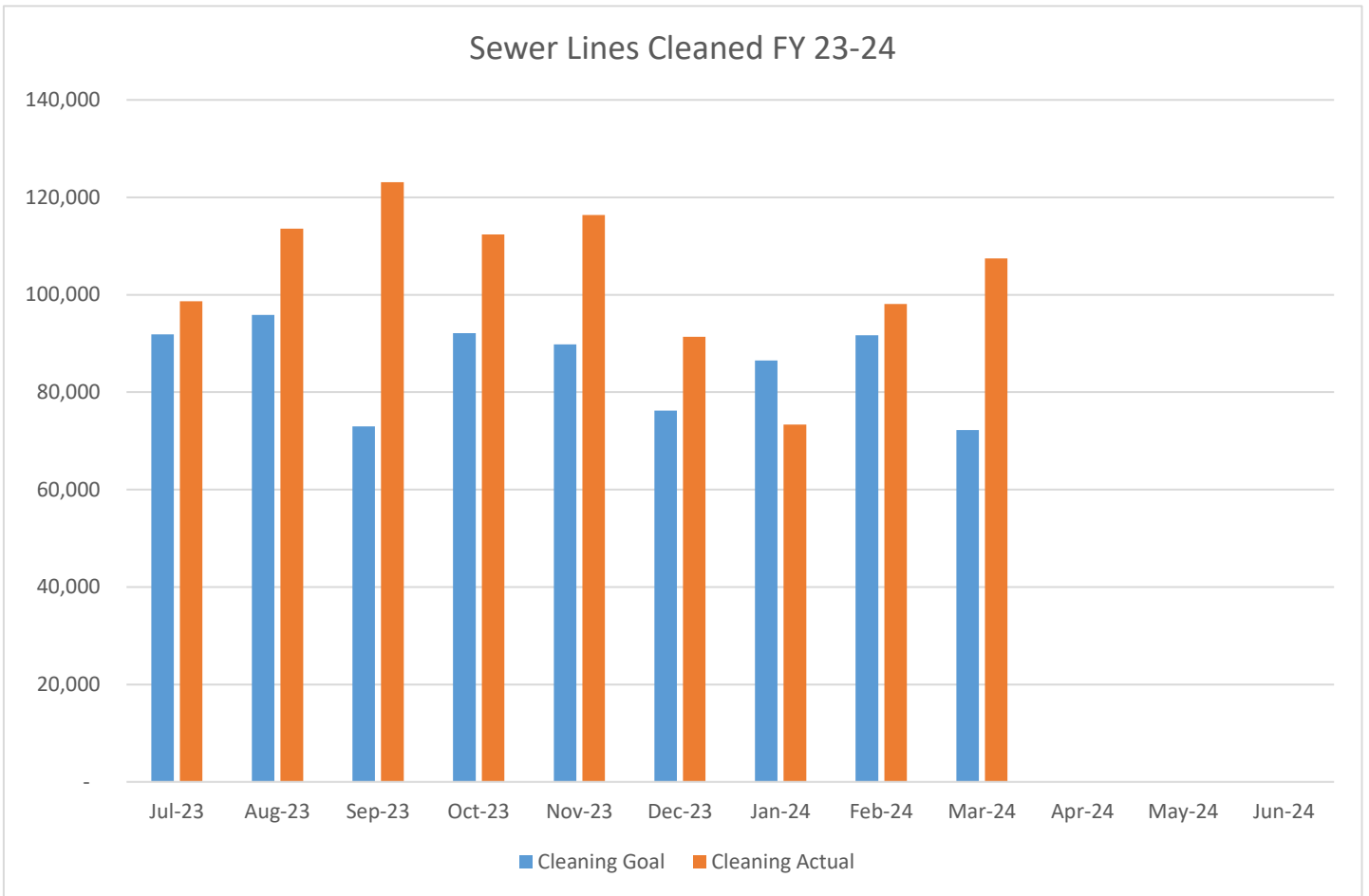
		Current Month 3/31/2024	Year to Date 3/31/2024	Encumb 3/31/2024	Budget	Variance	% of Budget
MAINTENANCE							
15-3-4010	SALARIES	\$116,949.72	\$1,085,832.35	\$0.00	\$1,569,500.00	\$483,667.65	69.18%
15-3-4011	OVERTIME	\$201.56	\$4,235.75	\$0.00	\$11,100.00	\$6,864.25	38.16%
15-3-4013	TRAFFIC EXPOSURE PAY	\$23.40	\$156.60	\$0.00	\$500.00	\$343.40	31.32%
15-3-4014	EMERGENCY RESPONSE PAY	\$0.00	\$1,100.00	\$0.00	\$4,000.00	\$2,900.00	27.50%
15-3-4020	EMPLOYEE BENEFITS	\$31,543.57	\$283,623.27	\$0.00	\$997,000.00	\$713,376.73	28.45%
15-3-4021	PENSION EXPENSE - TIER 1	\$6,667.67	\$213,796.12	\$0.00	\$0.00	(\$213,796.12)	0.00%
15-3-4023	PENSION EXPENSE - TIER 3	\$6,310.36	\$58,069.80	\$0.00	\$0.00	(\$58,069.80)	0.00%
15-3-4024	PENSION EXPENSE - T1 EPMC 8%	\$1,787.56	\$16,979.78	\$0.00	\$0.00	(\$16,979.78)	0.00%
15-3-4060	GAS & OIL	\$797.27	\$27,871.71	\$0.00	\$35,000.00	\$7,128.29	79.63%
15-3-4070	INSURANCE	\$0.00	\$79,063.40	\$0.00	\$159,200.00	\$80,136.60	49.66%
15-3-4090	OFFICE & MEETING EXPENSES	\$569.76	\$1,742.03	\$0.00	\$5,900.00	\$4,157.97	29.53%
15-3-4100	OPERATING SUPPLIES	\$1,505.78	\$31,130.96	\$0.00	\$80,000.00	\$48,869.04	38.91%
15-3-4104	SAFETY SUPPLIES	\$507.16	\$5,086.04	\$0.00	\$20,000.00	\$14,913.96	25.43%
15-3-4110	CONTRACTUAL SERVICES	\$50,784.85	\$328,967.44	\$41,847.20	\$381,600.00	\$10,785.36	97.17%
15-3-4111	CONTRACTUAL SERV-DEPT SUPPORT	\$0.00	\$0.00	\$0.00	\$30,000.00	\$30,000.00	0.00%
15-3-4116	CONTRACTUAL SERV - SCADA	(\$2,100.00)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
15-3-4120	PROFESSIONAL SERVICES	\$0.00	\$4,789.53	\$0.00	\$10,600.00	\$5,810.47	45.18%
15-3-4130	MEMBERSHIPS & PUBLICATIONS	\$665.67	\$2,165.67	\$0.00	\$8,000.00	\$5,834.33	27.07%
15-3-4140	RENTS & LEASES	\$0.00	\$3,136.00	\$0.00	\$25,000.00	\$21,864.00	12.54%
15-3-4150	REPAIRS & MAINTENANCE	\$33,089.77	\$335,734.89	\$13,663.08	\$349,400.00	\$2.03	100.00%
15-3-4151	REPAIRS & MAINTENANCE-WAUKESHAS	\$3,718.96	\$68,397.80	\$28,607.36	\$188,700.00	\$91,694.84	51.41%
15-3-4160	RESEARCH & MONITORING	\$0.00	\$0.00	\$0.00	\$5,000.00	\$5,000.00	0.00%
15-3-4170	TRAVEL & TRAINING	\$500.00	\$19,391.42	\$0.00	\$30,000.00	\$10,608.58	64.64%
15-3-4180	RECOGNITION PROGRAM	\$0.00	\$153.92	\$0.00	\$4,000.00	\$3,846.08	3.85%
15-3-4190	UTILITIES	\$1,389.79	\$11,768.23	\$0.00	\$50,000.00	\$38,231.77	23.54%
TOTAL MAINTENANCE		\$254,912.85	\$2,583,192.71	\$84,117.64	\$3,964,500.00	\$1,297,189.65	67.28%

Collections Department



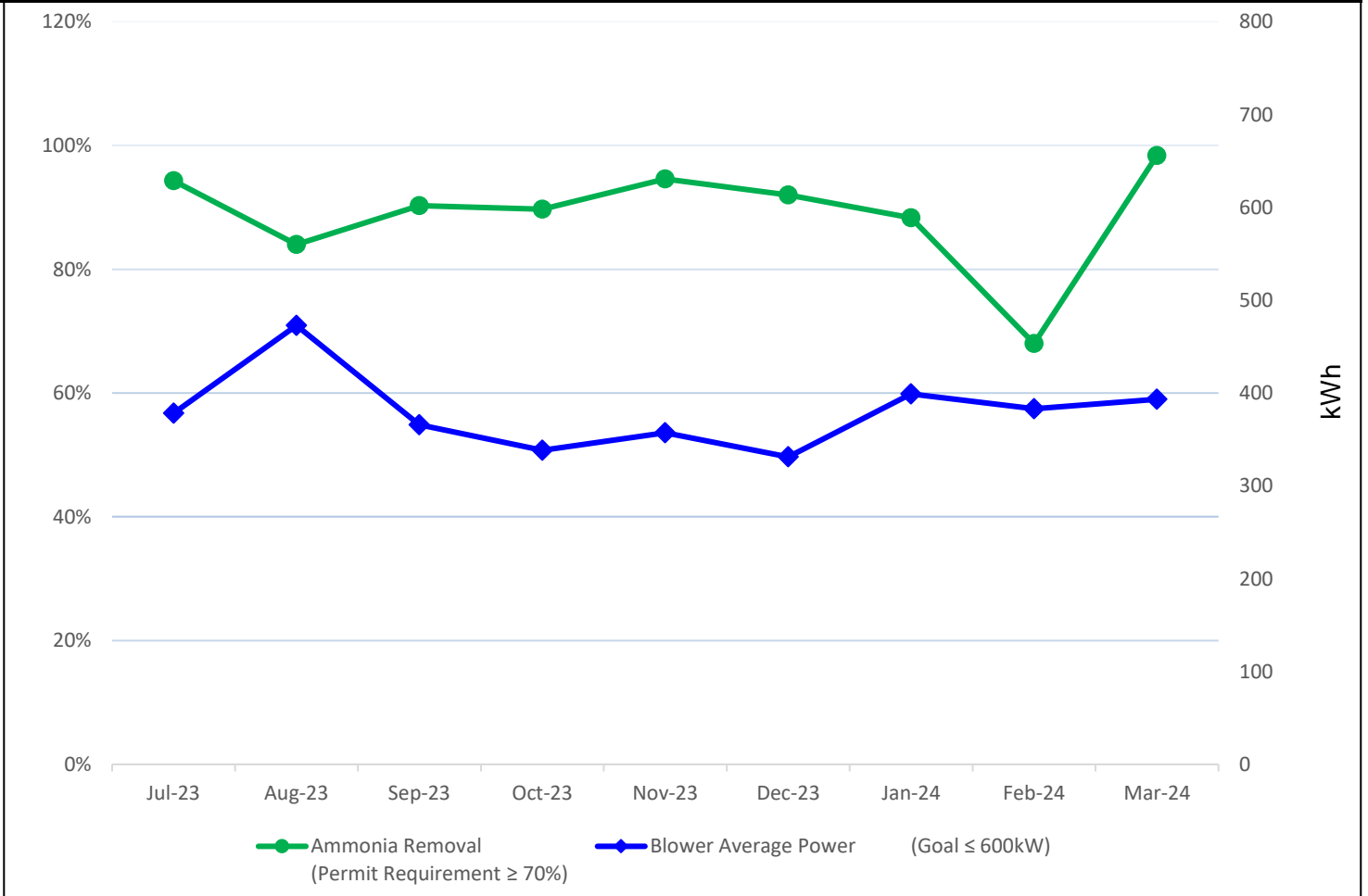
Collections Department





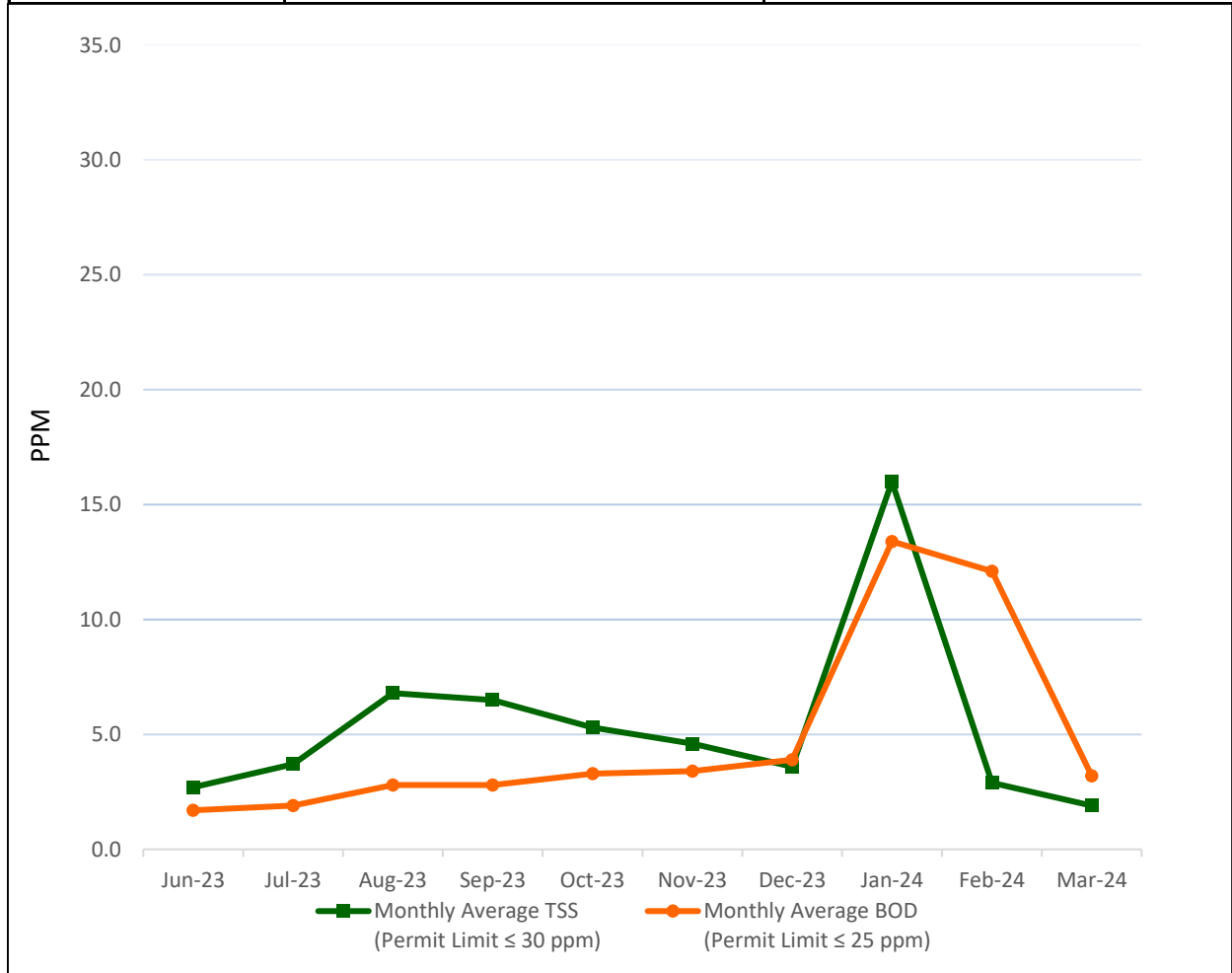
OPERATIONS DEPARTMENT

Month	Ammonia Removal (Permit Requirement ≥ 70%)	Blower Average Power (Goal ≤ 600kW)	Compliance Days OLSD (Nearshore Outfall)	Compliance Days EBDA (OLEPS)
Nov-22	91.2%	460	1429	6,038
Dec-22	92.1%	332	1460	6,069
Jan-23	0.0%	401	14	6,100
Feb-23	35.1%	262	42	6,128
Mar-23	46.3%	249	73	6,159
Apr-23	83.5%	342	103	6,189
May-23	87.6%	458	134	6,220
Jun-23	90.8%	403	164	6,250
Jul-23	94.3%	378	195	6,281
Aug-23	84.0%	473	226	6,312
Sep-23	90.3%	366	256	6,342
Oct-23	89.7%	338	287	6,373
Nov-23	94.6%	357	317	6,403
Dec-23	92.0%	331	348	6,434
Jan-24	88.3%	399	410	6,496
Feb-24	68.0%	383	439	6,525
Mar-24	98.4%	393	470	6,556

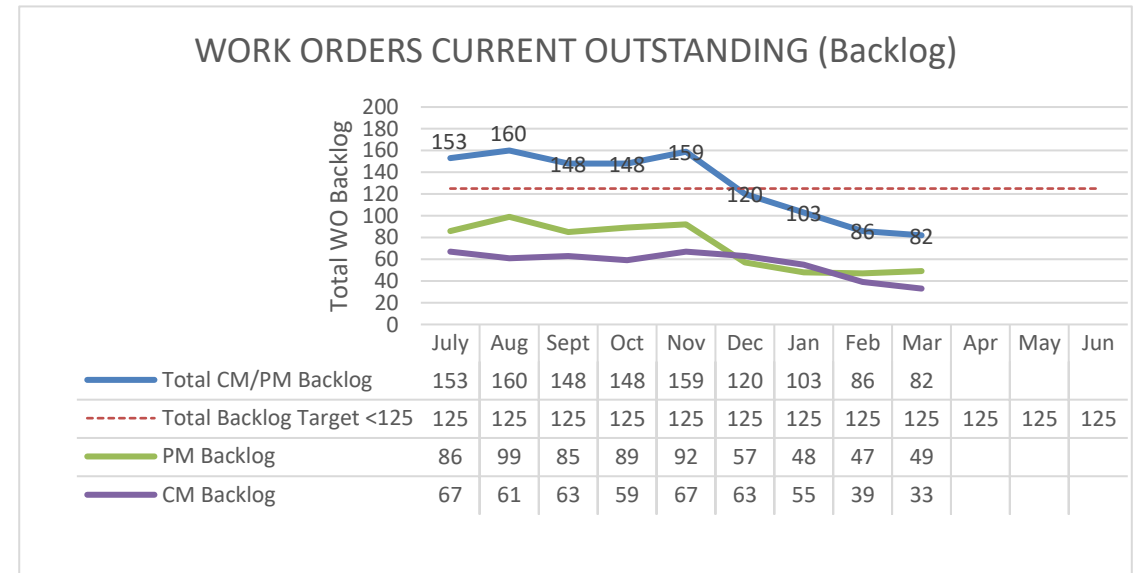
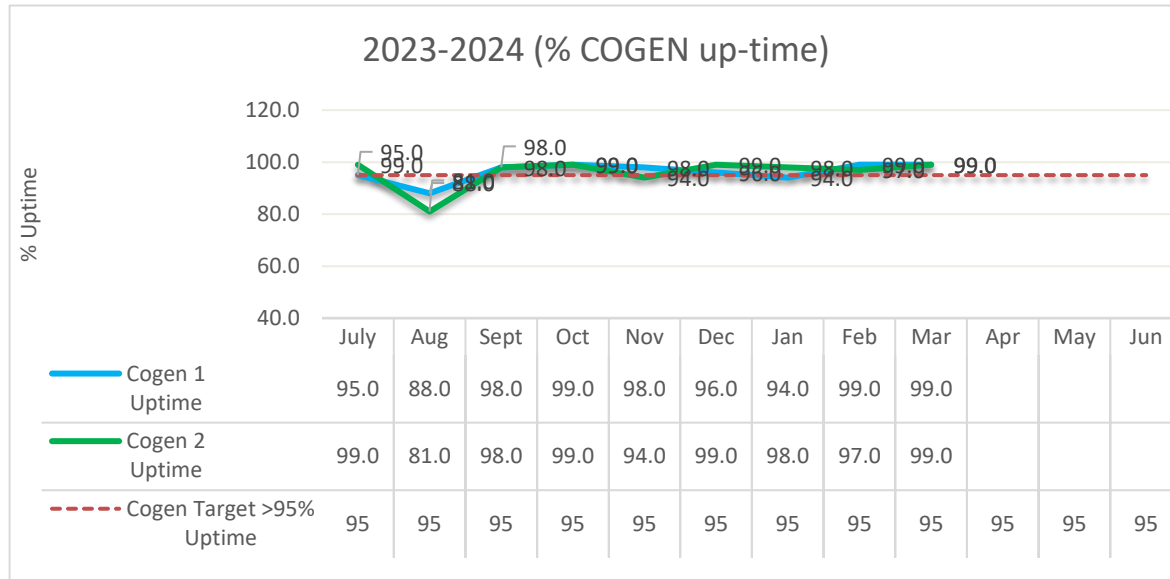
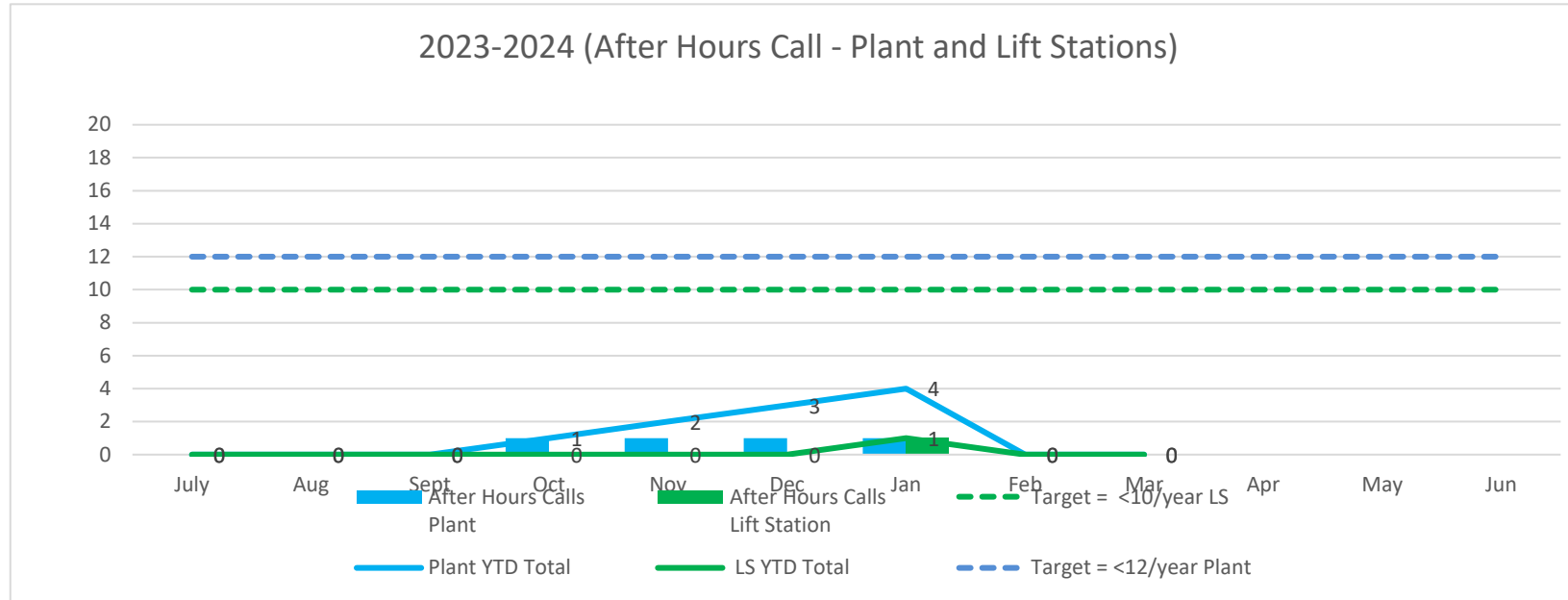


OPERATIONS DEPARTMENT

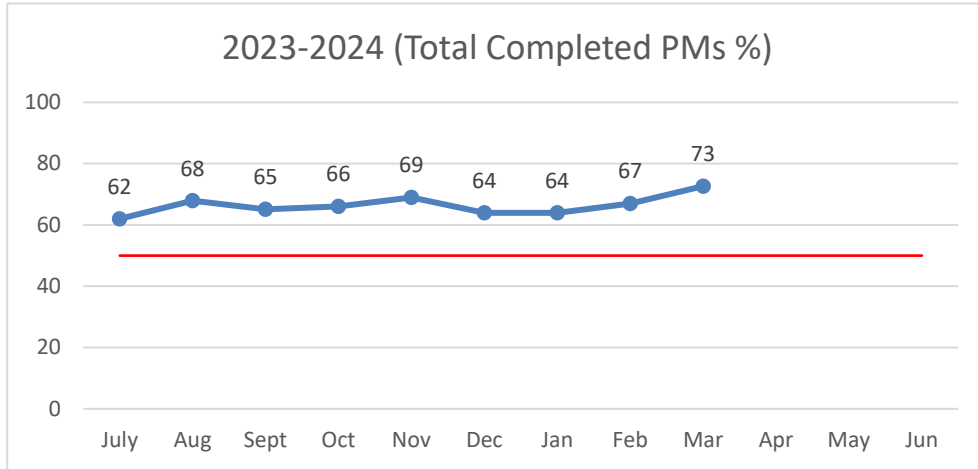
Month	Monthly Average TSS (Permit Limit ≤ 30 ppm)	Monthly Average BOD (Permit Limit ≤ 25 ppm)
Nov-22	4.8	3.1
Dec-22	5.3	8.5
Jan-23	14.8	15.6
Feb-23	5.1	7.8
Mar-23	6.2	9.7
Apr-23	12.3	5.6
May-23	7.5	4.7
Jun-23	2.7	1.7
Jul-23	3.7	1.9
Aug-23	6.8	2.8
Sep-23	6.5	2.8
Oct-23	5.3	3.3
Nov-23	4.6	3.4
Dec-23	3.6	3.9
Jan-24	16.0	13.4
Feb-24	2.9	12.1
Mar-24	1.9	3.2



Maintenance Department



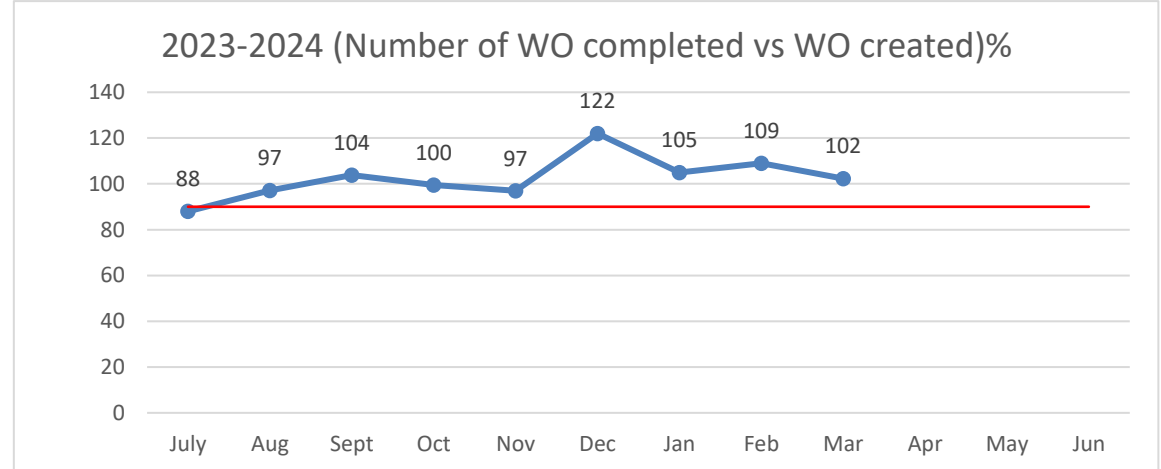
Maintenance Department



2023-2024 (Total Completed PMs)%

This measures the total PMs completed of all work orders completed including (CM and PM) current and fiscal.

A good performance indicator would be completing between 50% -70% of all work orders.



2023-2024 (Number of WO completed vs WO created)

This measures how many work orders were created (both PM & CM) and completed during the month.

A good measure is >90% of all work orders are completed.

The background of the top half of the page is a photograph of industrial machinery, likely part of a water treatment plant. It features large, cylindrical metal tanks with various pipes, valves, and structural supports. The scene is brightly lit, suggesting an outdoor or well-lit indoor facility.

Oro Loma Sanitary District

Interim Feasibility Report

Implementation of Lystek THP at Oro Loma Sanitary District

The Lystek logo consists of the word "Lystek" in a bold, dark teal sans-serif font. To the right of the text is a stylized leaf icon, also in teal. Below the logo is the tagline "Nothing wasted. Everything to gain." in a smaller, lighter teal font.

Lystek 
Nothing wasted.
Everything to gain.

Oro Loma Sanitary District

Interim Feasibility Report

Implementation of Lystek THP at Oro Loma Sanitary District

Prepared For:

Jimmy Dang, PE
General Manager

Oro Loma Sanitary District
2655 Grant Avenue, San Lorenzo, CA 94580
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Prepared By:

Lystek International
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226-444-0186
888-501-6508

Contact Person:

Jim Dunbar, P.E.
General Manager, Fairfield OMRC
Business Development Manager, Western US
707-419-0084
jdunbar@lystek.com

Submitted: March 6, 2024



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- Appendix A – Preliminary Site Drawings
- Appendix B – Preliminary Reservoir Location
- Appendix C – Preliminary Lystek Building Equipment Layout

1 INTRODUCTION

Lystek International (Lystek) is pleased to provide an Interim Report to Oro Loma Sanitary District (OLSD) outlining our progress to date assessing the feasibility of implementing an advanced **Lystek THP®** biosolids resource recovery solution at OLSD. The intent of the Feasibility Study was to provide a comprehensive operational, environmental, financial, and schedule assessment of Lystek THP at OLSD. During the initial phases of this study we prepared a preliminary economic analysis comparing existing solids management operations to the proposed Lystek THP operations. Based on that analysis OLSD and Lystek understand that the completion of the Feasibility Study is best deferred at this time. This Interim Report summarizes work completed to date and outlines the remaining components of the Feasibility Study.

OLSD was originally formed in 1911 then reorganized under the Sanitary District Act of 1923 of the State Health & Safety Code which allows OLSD to provide sewer, solid waste, and recycling services as a special district of local government. OLSD's treatment plant is jointly owned by Oro Loma Sanitary District and Castro Oro Loma Sanitary District. This facility has a capacity of 20 million gallons per day and treats an average dry weather flow of 12.4 million gallons per day - servicing nearly 50,000 customers including residential, commercial, and industrial users. The plant produces approximately 11 dry tons of biosolids per day that are currently dried on-site and managed by a third-party service provider.

Traditional outlets for biosolids are becoming more challenging due to stricter requirements in California as a result of SB-1383. This has prompted OLSD to seek alternative solutions for residuals management, with an emphasis on resource recovery, sustainability, controlled long-term expenses, and local beneficial reuse options.

Lystek's proven Thermal Chemical Hydrolysis Process: Lystek THP leverages an innovative and proprietary combination of thermal, chemical, and physical inputs to transform biosolids into a concentrated liquid Class A biosolids fertilizer, **LysteGro®**. This material has proven value in North America and is recognized as a fertilizer by the California Department of Food and Agriculture (CDFA).

Integration of Lystek THP would allow OLSD to transition away from their current labor-intensive practices and reliance on third-party service providers while implementing an easy to operate solution that can meet their current biosolids management needs and projected growth. This biosolids management approach offers operational stability, flexibility, and cost certainty while allowing OLSD to eliminate their reliance on third parties and the potential rising prices associated with that management strategy.

2 LYTEK THP AT ORO LOMA SANITARY DISTRICT

Currently secondary sludge is thickened using a gravity belt thickener before being digested with sludge from primary clarifiers and solids from the grease receiving facility. The digested material is dewatered using belt filter presses and then moved to the on-site solar drying beds. The dried material is then hauled off-site by a third party for land application as a Class A material.

Lystek has evaluated OLSD's current flow configurations to conceptually demonstrate how a Lystek THP installation can meet OLSD's immediate and future biosolids management needs. Details of the design parameters used to model flows and calculate Module requirements are shown in [Table 2-1](#).



Table 2-1 Design Parameters for Baseline and Design Conditions

Parameter	2024 Conditions	2044 Conditions (1% growth/year)
Annual dry tons to THP	5,000 dry tons	6,101 dry tons
LY10 Module capacity	Up to 1 dry ton/hour	Up to 1 dry ton/hour
THP runtime – 2 x LY10	50 hours/week ⁱ (10 hours/day 5 days/week)	60 hours/week ⁱ (12 hours/day 5 days/week)
LysteGro produced annually	35,714 wet tons (14% TS)	43,578 wet tons (14% TS)

ⁱAssumes 52 weeks of operations annually

2.1 PROCESS DESCRIPTION

Dewatered biosolids are fed into Lystek’s biosolids storage tank and then pumped using progressive cavity feed pumps into the Lystek THP Reactor (see Figure 2-1 for Lystek Process Flow). Within the Reactor, the combination low-pressure steam, potassium hydroxide (an agronomically valuable chemical), and physical shearing transform residuals into a homogenized and pumpable high-solids (typically 13-16% total solids) liquid product.

The THP Reactor operates at atmospheric pressure and is insulated to reduce heat loss. The Reactor operates in a semi-continuous mode, meaning that it is regularly filled to the working capacity while steam, alkali, and shear are applied. Following confirmation of temperature and hold criteria to meet USEPA Class A biosolids requirements, the hydrolyzed product, LysteGro, is discharged to storage on a batch operating cycle to maximize the throughput of the system.

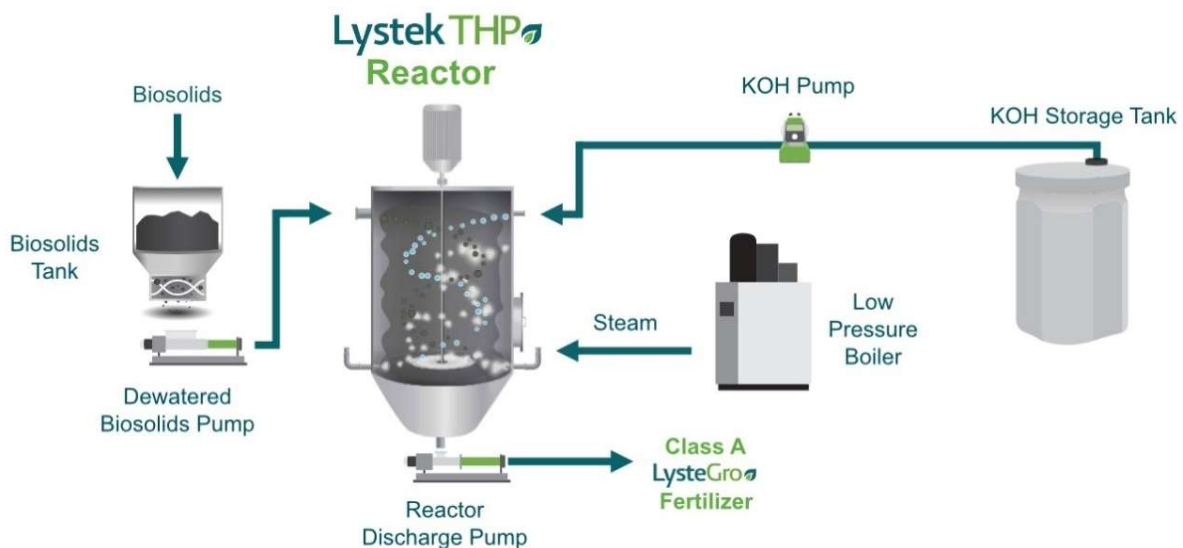


Figure 2-1 Lystek Process Flow

3 INFRASTRUCTURE AND OPERATIONAL ASSESSMENT

3.1 LOCATION FOR MODULE AND ASSOCIATED COMPONENTS

Lystek's initial work during this Feasibility Phase included preliminary site drawings ([Appendix A](#)). We have recommended the Lystek process building be located directly south of the existing dewatering building. This initial drawing package has been developed based on information provided by OLSD and would be refined in collaboration with the Project Team should discussions progress. Preliminary site plans were developed to optimize unused site areas, minimize the footprint of new building construction, and address possible impacts to plant operations during construction.

Preliminary drawings were completed illustrating the potential location for a LysteGro storage tank. Should this study progress and the drawings be revised, they would reflect that this is no longer the preferred potential storage location. Based on discussions with OLSD the preferred configuration for LysteGro storage is a reservoir located in the west-most drying bed ([Appendix B](#)). This reservoir has been sized to hold 3.68 million gallons based on projected LysteGro production volumes and seasonal land application availability in the area.

Lystek has also drafted preliminary drawings for the Lystek Building and Module integration ([Appendix C](#)). This layout will allow a new conveyor to move biosolids directly from the dewatering building to the Lystek process building. The Lystek building is separated into the main process area, boiler room, and electrical room. The footprint for this new building is estimated to be 2,700 ft² with approximate dimensions of 55 ft by 50 ft. A mezzanine is included in the building for access to the Reactor, dewatered biosolids tank, and the associated instrumentation and equipment. A staircase to the mezzanine level will allow for convenience access while meeting local code requirements.

3.2 MODULE EQUIPMENT

Based on the current assessment to process the existing biosolids volumes at the plant two LY10 Modules processing 50 hours per week are required. Based on the projected growth of 1% per year at the facility, as outlined by OLSD, the two LY10 Modules would need to increase to an average weekly run time of 60 hours per week by 2044.

The THP Module includes the Lystek THP Reactor as well as the associated pumps, tanks, and supporting auxiliary systems. [Table 3-1](#) below outlines the major components of the two LY10 modules.



Table 3-1 Major Mechanical Equipment Included with Integration of Two Lystek THP Modules

Component	Quantity	Function
Dewatered Biosolids Tank	2	Receives and stages dewatered biosolids from biosolids conveyor
Dewatered Biosolids Pump	2	Progressive cavity pump feeds the Reactor
Lystek THP Reactor and Disperser	2	Transforms biosolids into Class A LysteGro fertilizer
Reactor Discharge Pump	2	Positive displacement pump transports LysteGro fertilizer from the Reactor to the LysteGro Storage
KOH Storage Tank	1	Double walled storage tank to store KOH solution
KOH Pump	2	Doses KOH solution to Reactor
Dual Fuel Boiler	1	Low pressure boiler (<15 PSI) providing steam heat to the Reactor
Truck Loading Station and Pump	1	Load out station for LysteGro fertilizer to be used in local applications

3.3 LYSTEMIZE DIGESTION

Potential for biogas generation with LysteMize Digestion at OLSD was evaluated as part of this study. Based on project priorities and planned upgrades at the facility, it was noted that the production of additional biogas through digestion of LysteGro is not being considered for implementation at this time. Should OLSD choose to pursue LysteMize a detailed assessment can be completed.

4 PRELIMINARY GHG ASSESSMENT

Beneficial use of biosolids consistently allows for a smaller carbon footprint compared to other traditional biosolids management options. Land applying biosolids enhances carbon sequestration in the soil and provides further greenhouse gas (GHG) reductions by displacing use of synthetic nitrogen and phosphorous fertilizers. Considerations when comparing land application programs include factors such as the finished product concentration, distance travelled to field, energy input associated with processing, chemical inputs, and application methods.

Further GHG reductions could be realized by integrating the LysteMize process at OLSD to enhance biogas production. This would allow the Lystek Module to be fueled by biogas produced on-site.

The major benefits of Lystek THP are centered on the liquid advantage, providing advanced treatment with an energy efficient process. Liquid processing is simple from an operational perspective, provides significant health and safety advantages, as well as benefits the overall fertilizer value (retaining the soluble nutrients), optimizing efficiencies, and GHG reductions.

To estimate the GHG impacts of managing biosolids through a CDFA fertilizer program at OLSD we used the California Air Resources Board's Benchmark Calculations for the Organic Waste Reductions Regulation methodology. Should the project progress to finalize the Feasibility Study we would provide the estimated total available nutrients recovered annually.



Table 4-1 below shows estimated emissions from current biosolids management practices compared to operations using Lystek THP. The net emissions are calculated by subtracting the emissions avoided from the emissions generated.

To evaluate current operations GHG emissions were calculated from process emissions generated from diesel fuel consumption in stockpile management, emissions from transportation of the dried product to field, and emissions avoided by utilizing nutrients present in the biosolids (nitrogen and phosphorus) to replace conventional fertilizers.

To evaluate Lystek THP operations GHG emissions generated were calculated from production and delivery of KOH, consumption of grid electricity, consumption of natural gas in the steam boiler, and transportation of the fertilizer to field. The emissions avoided by utilizing LysteGro fertilizer to replace nitrogen, phosphorus and potassium were also calculated.

Due to higher quantities of available nutrients, use of LysteGro displaces greater quantities of synthetic fertilizer, leading to greater GHG reductions than land application of biosolids.

Table 4-1 GHG Emissions for Dried Biosolids versus Lystek THP

Scenario	Emissions (MT CO ₂ e/year)
Total emissions with current third-party management	-0.074/wet ton diverted
Total emissions with Lystek THP	-0.171/wet ton diverted
Net GHG Emissions	-0.097/wet ton diverted
Annual GHG reduction with Lystek THP	-571

5 FINANCIAL ASSESSMENT

Lystek has provided a preliminary estimate for LysteGro fertilizer sales and management services as well as the operating cost analysis for year one.

5.1 LYSTEGRO FERTILIZER MANAGEMENT AND SALES

Lystek has developed a proven and successful marketing and sales program for LysteGro fertilizer in North America. Under a separate fertilizer management contract we would guarantee offtake of the fertilizer and be responsible for local sales and land application. This full-service offering includes all marketing, sales, transportation, land application, and regulatory reporting activities. We ensure that all local, state, and federal regulations are adhered to along with Lystek’s industry leading best management practices. To date, we have sold all LysteGro fertilizer (over two million tons) we manage, and we will do the same with LysteGro produced at OLSD.

Our preliminary estimate for the LysteGro Management Fee is between \$19 and \$24 per wet ton. Should the project advance, we will conduct further investigation to refine this price to a firm quotation.

As part of the management contract for LysteGro we also offer a revenue sharing agreement to OLSD whereby any revenue paid by the farmer for the product above a selling price of \$1.50/ton will be shared 50/50 between OLSD and Lystek. Revenue sharing would allow OLSD to directly benefit from the production of a high-quality Class A biosolids fertilizer.



5.2 YEAR ONE COST ANALYSIS

As a preliminary step in the Feasibility Study Lystek has completed an estimate of the annual on-site operating expenses for year one of Class A biosolids processing with Lystek THP. The estimated annual cost for on-site operations in year one is \$295,525 (Table 5-1 below). These operational estimates are based on historical Lystek facility expenses in California and our operating sites across North America.

Table 5-1 Year One Estimated Operating Cost

Parameter	Per Dry Ton	Unit Cost	Year One	
THP Operating Costs ¹	Natural Gas	1.1 MMBTU	\$10.05/MMBTU	\$ 55,275
	Electricity	35 kWh	\$0.23/kWh	\$ 40,250
	KOH	100 lb	\$0.37/lb	\$ 185,000
	Maintenance			\$ 15,000
Total Annual Operating Cost				\$ 295,525
LysteGro Management Fee ²			\$ 19 - 24/wet ton	
Fertilizer Revenue ³			Revenue sharing threshold of \$1.50	\$8,333

¹Assumes 5,000 dry tons in first year of operations.

²Assumes 35,714 wet tons of LysteGro (at 14% solids) managed in first year of operations.

³Assumes LysteGro fertilizer is sold to local farmers for \$2 per wet ton in first year of operations.

Should current biosolids management operations change and warrant the completion of the Feasibility Study we would complete a life-cycle cost analysis including the comparison of business as usual costs versus operating costs to manage biosolids with Lystek THP.

We understand that OLSD currently uses Synagro for biosolids management, hauling, and land application. While this option presently offers an attractive price, typically reliance on third party service providers does not offer the same cost certainty as the operation of a treatment technology on-site. Current biosolids management costs at OLSD include:

- Third party hauling and land application costs
- Labor associated with loading, dumping, turning, and stockpiling biosolids
- Maintenance and labor for heavy equipment
- Fuel costs



6 FEASIBILITY STUDY PROGRESS SUMMARY

We have completed 65% of the effort required for the Feasibility Scope of Work as outlined in the Agreement dated July 21, 2023.

6.1 SUMMARY OF WORK COMPLETED TO DATE

- Site visit
- Plant analysis and verification
- Process mass and energy balance
- Preliminary process and mechanical drawings for Lystek THP
- Suite of preliminary site layout options
- Assessment of LysteMize Digestion application
- Initial assessment of LysteGro fertilizer market and associated management costs
- Year one THP operating cost estimate
- Year one greenhouse gas analysis

6.2 REMAINING COMPONENTS TO COMPLETE FEASIBILITY STUDY

The following components will be completed should the Feasibility Study progress:

- Finalize process and site drawings
- Identify and document utility tie-in locations
- Finalize environmental assessment with lifecycle nutrients recovered and GHG analysis
- Finalize scope of work for design build transfer (DBT) project delivery
- DBT project capital cost estimate
- DBT project schedule outline and permitting assessment
- Finalize LysteGro management fee
- 20-year lifecycle cost analysis



7 SUMMARY

We thank you for the opportunity to provide OLSD with an Interim Feasibility Study Report outlining the opportunities associated with a Lystek THP Class A biosolids management program.

This approach would enhance OLSD's existing biosolids management operations with a reliable CDFA biosolids fertilizer program that offers program security, economic stability, and recovery of the valuable nutrients found in these residuals. The implementation of Lystek THP at OLSD will enable:

- A long-term reliable solution using a proven technology with predictable costs
- Compliance with regulations for a Class A CDFA fertilizer for diversion and beneficial reuse
- Elimination of costs and operating activities currently associated with handling biosolids in the drying beds
- Ability to process both OLSD's current and future solids volumes

Lystek THP offers the opportunity to address OLSD's biosolids management challenges with an advanced CDFA fertilizer solution that will be a model in the region. At any time should OLSD be interested in completing the Feasibility Study we would be happy to discuss completing the remaining components as outlined above.

Thank you for your consideration. We look forward to future discussions.



Jim Dunbar, P.E.
Business Development Manager
707-419-0084
jdunbar@lystek.com



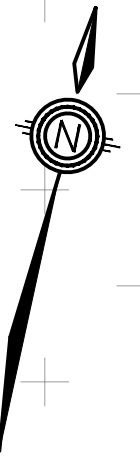
Alex West, P.Eng
Applications Lead
519-807-4952
awest@lystek.com



APPENDICES

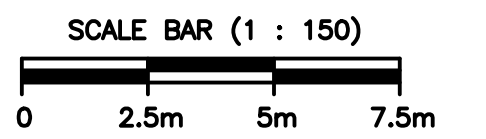
Appendix A

Preliminary Site Drawings

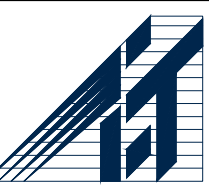


LEGEND:

- UNPAVED AREA
- LYSTEK AREA



Automated Engineering Technologies Ltd.



91A Duke Street, Guelph, Ontario N1E 5L1 (519)821-8644
397 Romeo Street S., Stratford, ON, N5A 4V1 (519)273-9318 WEB: www.autoengtech.on.ca

ID.	REVISION	DATE

APPROVED BY:

ORO LOMA FEASIBILITY STUDY

OPTION 1 SINGLE LYSTEGRO STORAGE TANK

Lystek International
 Phone: 1-888-501-6508
 Email: info@lystek.com
 Web: www.lystek.com

DESIGNED BY: M.Y.	REVIEWED BY: -	DRAWN BY: C.F.	DATE: OCT 2023
SCALE: 1 : 250	PROJECT No.: -	DRAWING No.: C101	



SITE PLAN
1 : 250

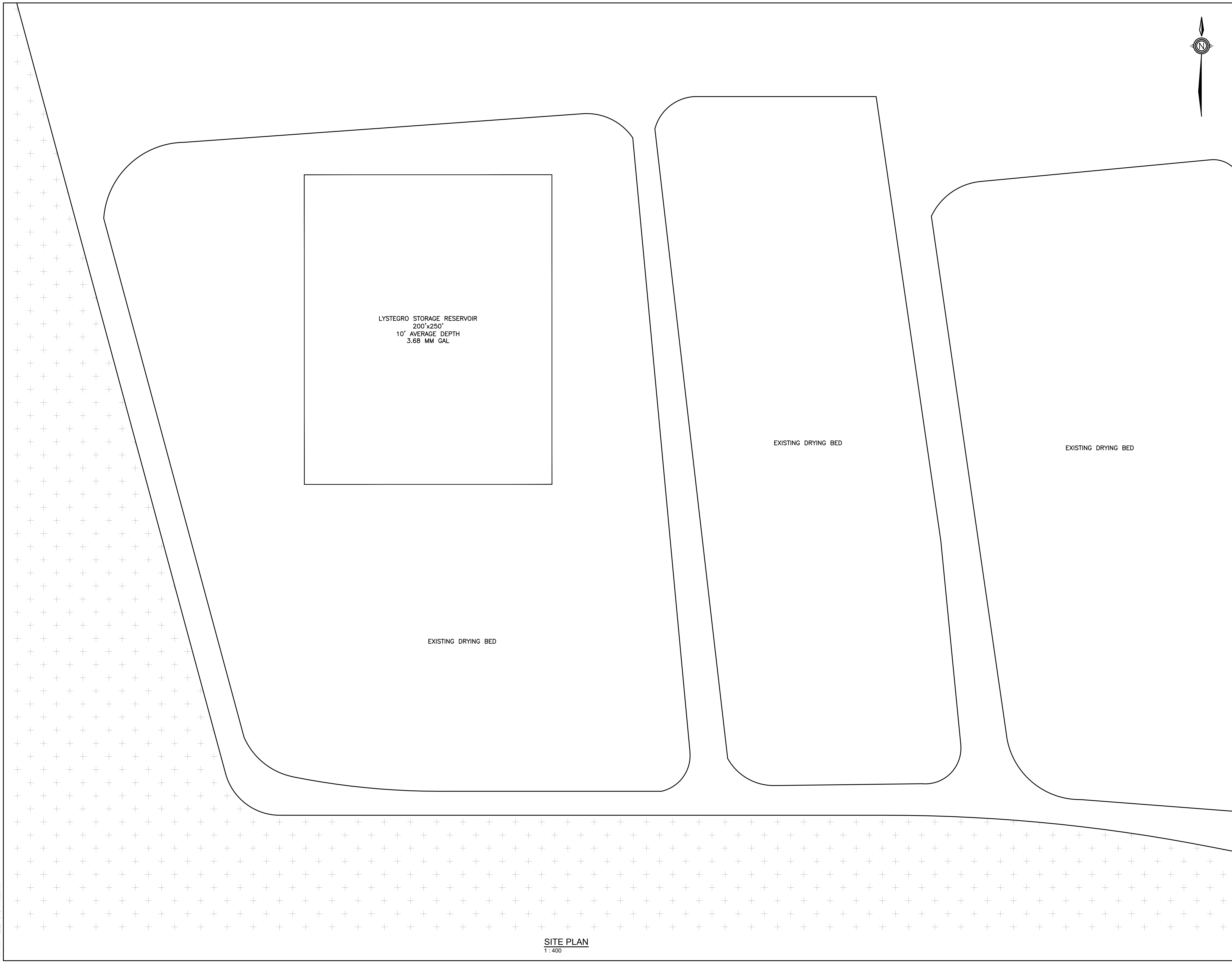
Appendix B

Preliminary Reservoir Location



LEGEND:

-  UNPAVED AREA
-  DRYING BED



LYSTEGRO STORAGE RESERVOIR
 200' x 250'
 10' AVERAGE DEPTH
 3.68 MM GAL

EXISTING DRYING BED

EXISTING DRYING BED

EXISTING DRYING BED



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ID.	REVISION	DATE
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APPROVED BY:

**ORO LOMA
 FEASIBILITY STUDY**

**OPTION 3
 LYSTEGRO STORAGE RESERVOIR**

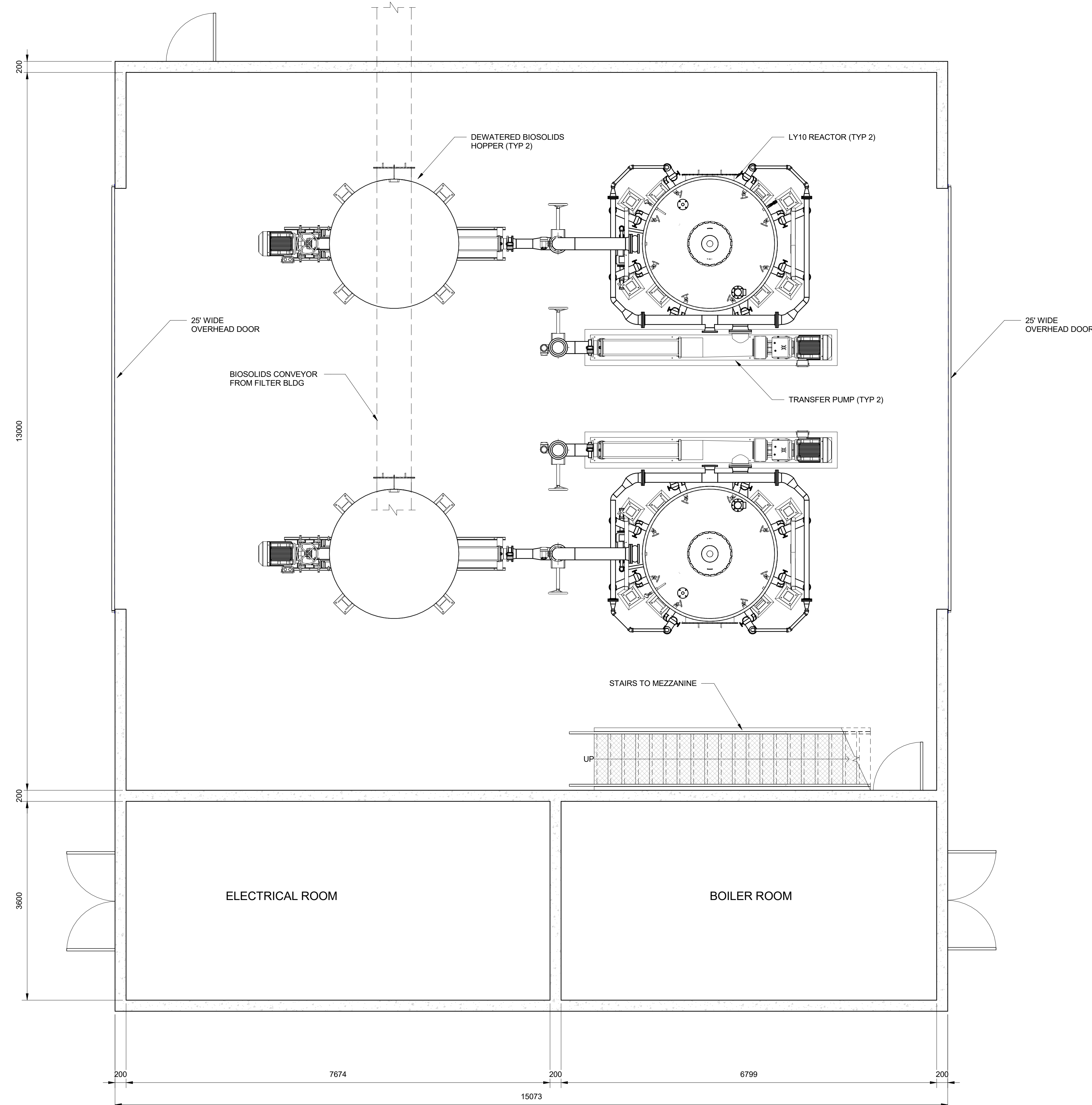
Lystek International
 Phone: 1-888-501-6508
 Email: info@lystek.com
 Web: www.lystek.com

DESIGNED BY: M.Y.	REVIEWED BY: -	DRAWN BY: C.F.	DATE: OCT 2023
SCALE: 1 : 400	PROJECT No.: -	DRAWING No.: C103	

SITE PLAN
 1 : 400

Appendix C

Preliminary Lystek Building Equipment Layout



Automated Engineering Technologies Ltd.
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ID.	REVISION	DATE

APPROVED BY:

ORO LOMA
 FEASIBILITY STUDY
 EQUIPMENT LAYOUT
 PLAN

Lystek International
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 Web: www.lystek.com

DESIGNED BY: M.Y.	REVIEWED BY: -	DRAWN BY: C.F.	DATE: OCTOBER 2023
SCALE: 1 : 40	PROJECT No.:	DRAWING No.:	M101



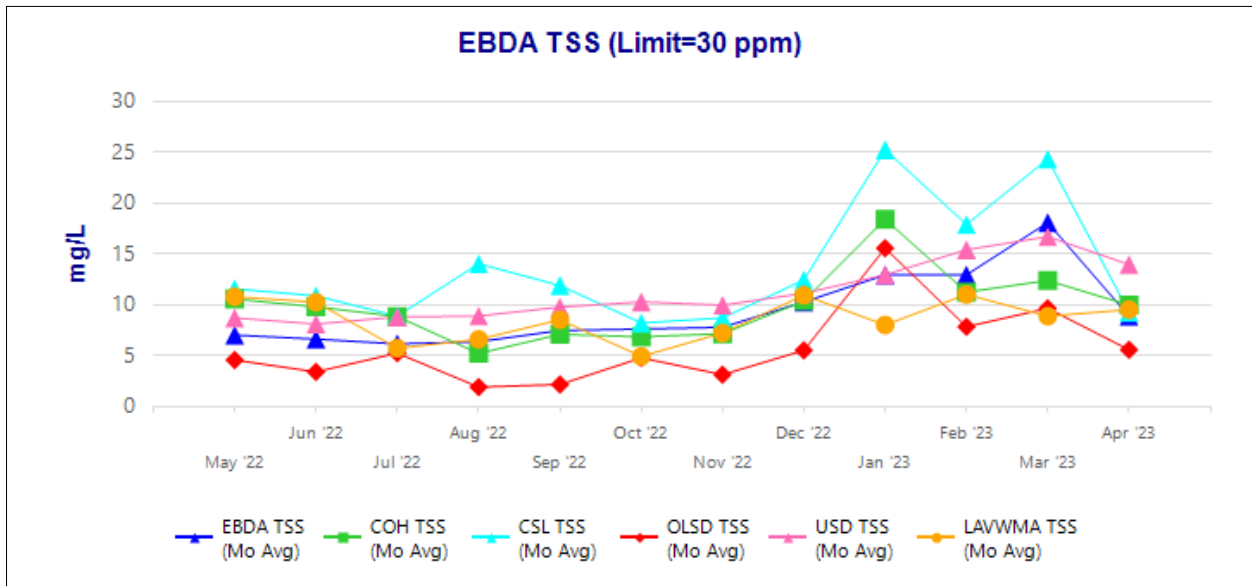
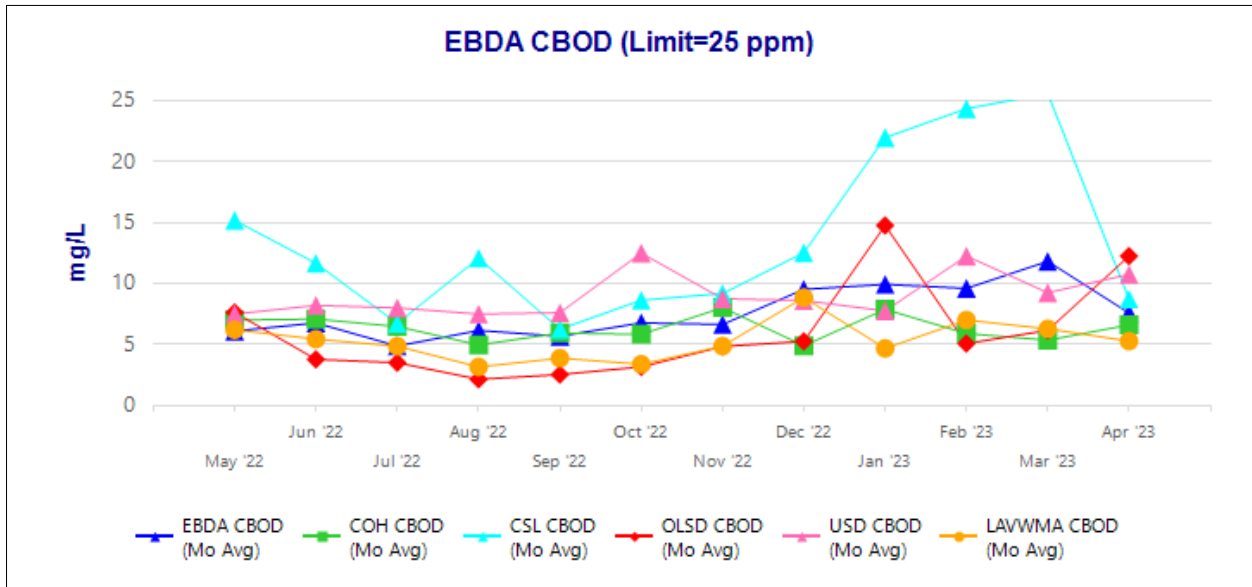
ITEM NO. OM4 EBDA PERMIT COMPLIANCE

Recommendation

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

Discussion

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



EBDA Bacterial Indicators

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

**MINUTES
FINANCE & INSURANCE COMMITTEE MEETING
ORO LOMA SANITARY DISTRICT**

FRIDAY, APRIL 19, 2024	9:00 AM	ORO LOMA SANITARY DISTRICT BOARDROOM 2655 GRANT AVENUE, SAN LORENZO, CA 94580
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1. CALL TO ORDER

Director Simon called the meeting to order at 9:05 a.m.

2. ROLL CALL: CHAIR LEE AND DIRECTOR SIMON

In attendance were Director Simon, General Manager Dang, and Finance Manager Moreno.

3. GENERAL PUBLIC

There were no members of the public present and therefore no comments.

4. STRATEGIC PLAN GOALS REPORT & KEY PERFORMANCE INDICATORS

The Committee reviewed the progress of strategic goals pertaining to Finance, and key performance indicators in cash and budget management, investment returns, and pension funding.

The Committee accepted the report.

4.1. [Strategic Plan Goals and Key Performance Indicators](#)

5. MONTHLY FINANCIAL REPORTS FOR MARCH 2024

The Committee reviewed the financial statements, investment report, and vendor disbursement report for March 2024. Expenses were on track for the year-to-date interval. The ending cash and investments balance on March 31, 2024 was \$22.1 million.

The Committee accepted the report.

6. CSRMA Workers' Compensation FY 2024-25 Experience Modification Factor

The Committee reviewed a letter from CSRMA notifying the District that its FY 2024-25 Ex-Mod factor will increase from 0.63 to 0.81.

The Committee accepted the report.

7. BUDGET AMENDMENT NO. 2 FOR FY 2023-24

The Committee reviewed the proposed Budget Amendment No. 2 for FY 2023-24 with an attached memo. The Construction Committee reviewed the amendment at its April 17, 2024 meeting and will submit it for the Board's approval at the May 7, 2024 meeting.

The Committee accepted the report and authorized staff to take the Budget Amendment to the Board for approval.

8. **STAFF/DIRECTOR COMMENTS**

There were no comments.

9. **ADJOURNMENT**

There being no further business to come before the Committee member Simon adjourned the meeting at 9:21 a.m.

FINANCE and INSURANCE COMMITTEE STRATEGIC PLAN GOALS REPORT

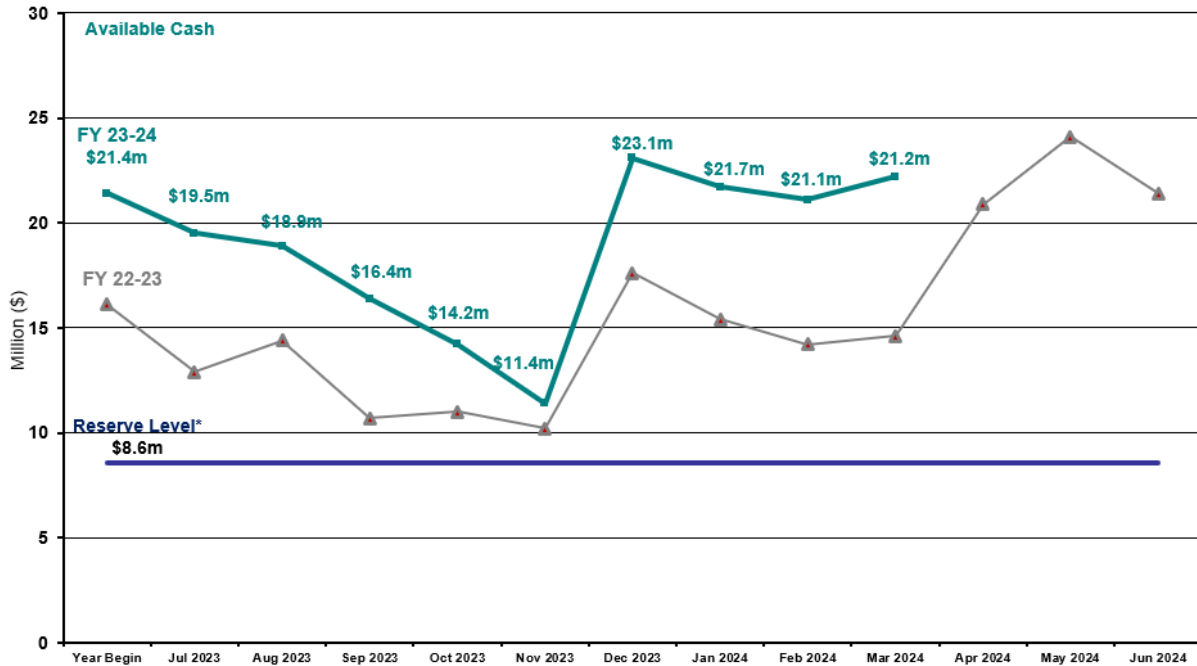
10-Year Goal	Intermediate Three-Year Goal	Status
Oro Loma will provide high value to the ratepayers today and in the future. High value includes making efficient and sustainable decisions while paying for needed infrastructure and maintaining rates within the lowest 50 percentile in Alameda County. (2021)	Perform annual sewer service charges survey for Alameda County jurisdictions and report the District's ranking within the County.	On Track - Oro Loma is the lowest sewer provider in Alameda County, 52% less than County average in FY 2023-24.
Maintain solid waste rates among the lowest in Alameda County. (2015)	Perform annual solid waste rates survey for Alameda County jurisdictions and report the District's ranking within the County.	On Track - Oro Loma is the lowest solid waste provider in Alameda County, 29% less than County average.
Identify and communicate to the Board and to the public future funding needs for operations and projected regulatory/infrastructure upgrades. (2013)	Update and report to the Board the cash flow & investment timeline once per quarter. Perform 5-year cash flow projections at least once per year. Develop Prop 218 notice explaining the rate increase and associated needs in the District. The updated sewer service charges shall include funding of Capital projects.	Ongoing - Cash flow projections and State of District Finances are presented to the Board at least once a year. PFAMM will be presenting investment results at least once a year and reporting quarterly investment performance. On track - Prop 218 notice explaining the rate increase and associated needs mailed out to customers in March 2024.
Build Capital Asset Program funding into rate structure by 2029.	Raise sewer service charges at a minimum of 7.5% per year in the next rate setting process (FYs 21/22-25/26). The portion of rate increase above inflation to be used to fund the capital program.	On track - 5-year 7.5% rate plan adopted for FY 2021-22 to FY 2026-27. Continue to fund the capital program by using the portion of rate increase above inflation and by debt financing. The Board reached consensus, at the April 11th workshop, to implement sewer service charge increases of 15% per year for five years beginning in FY 2024-25, Rate Study was completed in December 2023 and Prop 218 notice mailed out to customers in March 2024. The District held an informational workshop regarding the proposed rate increase on April 10, 2024. A public hearing to be held on May 21, 2024.
Produce timely, accurate, transparent, and useful financial reports. (2013)	Issue monthly financials by the 10th of the following month. Develop real-time management to financial data.	Ongoing. Financial Statements are issued by the 10th of the following month. On schedule to provide real-time management access to financial data by end of FY 2023-24.

Ahead or on time for meeting goal.
Behind schedule for meeting goal.
Will not meet goal.

Key Performance Indicators March 2024

Cash Balances

FY 2023-24 to Date

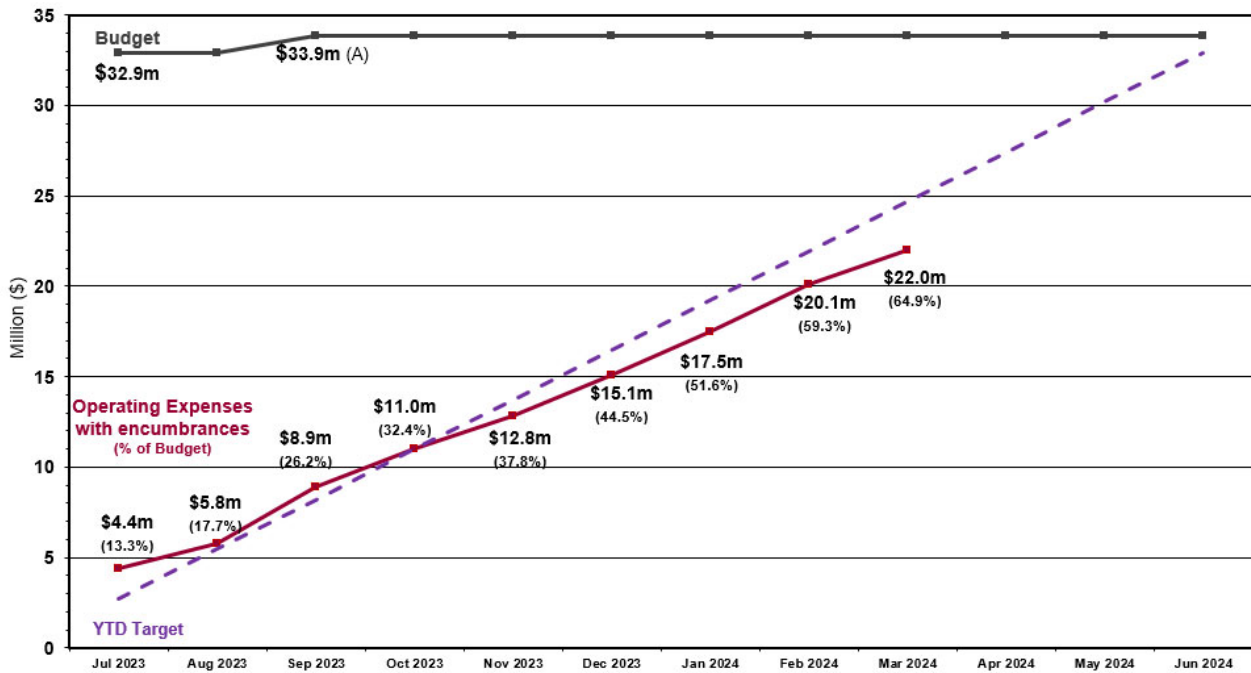


*Board approved reserve level = Half of the annual sewer revenues from Alameda County

Note (1) Alameda County payments are received in December and April each year.

Operating Expenses vs. Budget

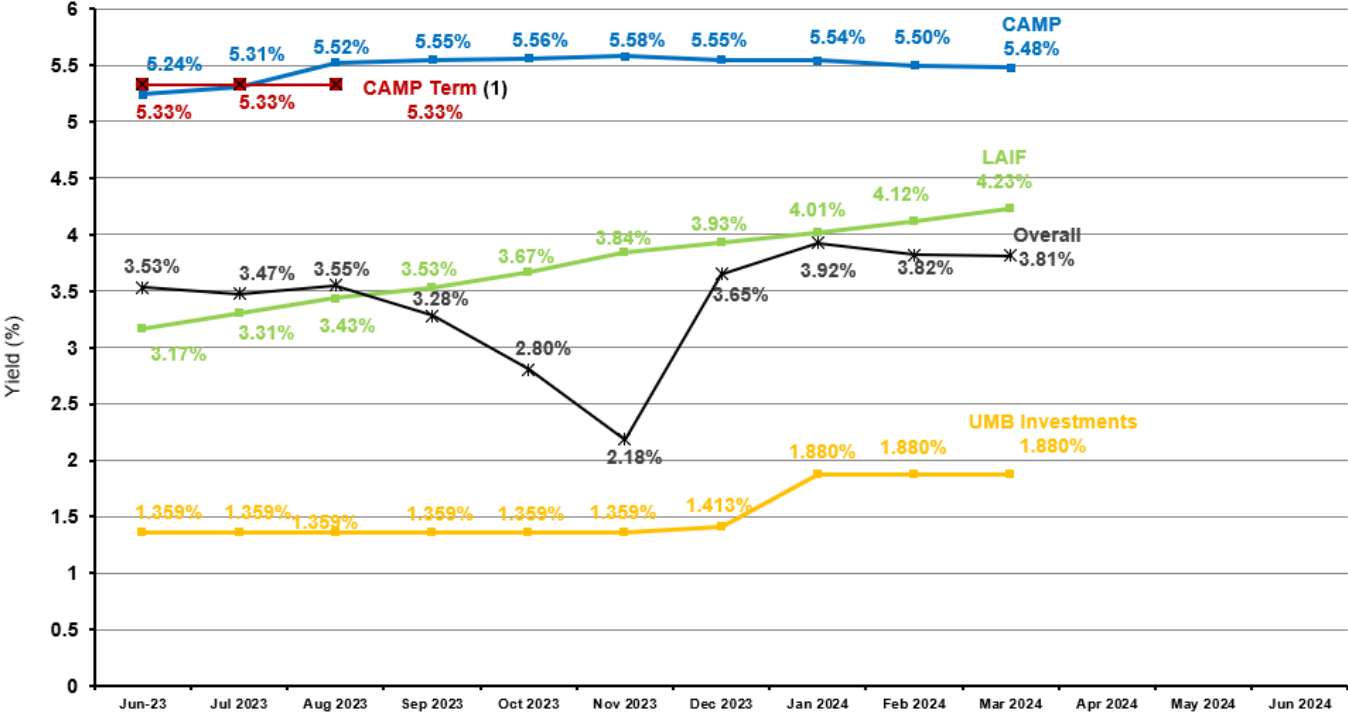
FY 2023-24 to Date



Note (A) Budget increased in September due to Budget Amendment No. 1, approved at the September 5th, 2023 Board Meeting.

Key Performance Indicators March 2024

Investment Yields FY 2023-24 to Date



(1) Camp Term Investment matured on 9/29/23. The principal was transferred back to the CAMP Pool.



AGENDA ITEM REPORT

AGENDA ITEM NO: 7.1

AGENDA DATE: May 07, 2024

Subject: Authorization for General Manager to Execute an Amendment to the Solid Waste Agreement with Waste Management

BACKGROUND:

At its meeting of April 15, 2024, the Solid Waste Committee was presented information on the residential "Per Unit Fee" to request that billing of L1 & L3 fees be removed from collection on the property taxes and allow Waste Management (WM) to bill for it, as they do currently for the L2 and annexed areas of the District. The "Per Unit Fee" includes WM's portion for recycle & organics collection services and the District's portion for SB 1383 related expenses, such as recouping the cost of the new carts and reporting/education software programs. The current billing process is costing the District approximately \$150,000 per year.

In order to allow WM to bill L1 and L3 the "Per Unit Fee" and correct a L2 clerical error, the solid waste franchise agreement needs to be amended. The L2 billing section of the franchise agreement is missing the recycle language for WM's portion of the "Per Unit Fee". The amendment would not change the District's control of its portion of the fee. This means that, for the duration of the franchise agreement, the District can decide each year whether to maintain, increase, decrease, or remove the District's portion from the fee. By removing the collection of the fee from the property taxes, it eliminates the additional expense the District is incurring, the need to do a Prop 218 notice for future fee increases, and simplifies the billing process for the customer, the District, and WM.

The Committee recommended amending the franchise agreement to allow WM to bill for all areas for "Per Unit Fee" and correct the L2 clerical error, as this would simplify billing and save the District money.

ISSUES:

The cost to the District for Alameda County to collect the "Per Unit Fee" on the property taxes will continue to increase.

OPTIONS:

1. Approve the amendment to solid waste collection services agreement to allow WM to bill L1 & L3 the per unit fee and correct L2 clerical error.
2. Approve the amendment to solid waste collection services agreement to only correct the L2 clerical error.

RECOMMENDED ACTION:

Authorize the General Manager to execute an amendment to the Solid Waste Agreement with Waste Management (WM) to shift "per unit fee" billing services for L1 & L3 from Alameda County to WM and to correct a clerical error for L2.



AGENDA ITEM REPORT

AGENDA ITEM NO: 7.2

AGENDA DATE: May 07, 2024

Subject: Accept Project as Complete and Authorization for the General Manager to Direct the Filing of a Notice of Completion: Point Repairs Project 2022/2023

BACKGROUND:

At its meeting of April 4, 2023, the Board approved the award of the Point Repairs 2022/2023 Project to APB General Engineering, in the amount of \$308,168. The project provided for 59 sewer collection system asset repairs including: repairing 6-inch VCP, 8-inch VCP, 15-inch VCP, and 8-inch HDPE; rebuilding maintenance hole (MH) shelves and channels; installing plastic MH lids and pads; installing metal MH frames and covers; installing 2-foot MHs; demolishing existing MHs and risers; replacing waterstops and resealing MHs for roots.

All construction was completed per contract and to the satisfaction of staff. Engineering staff verified that all work was completed in compliance with the plans and specifications. There were five change orders totaling \$98,195, which included additional point repairs ahead of City of Hayward's paving project, easement MH demo due to unpermitted usage by a homeowner, and unforeseen BART insurance premium upgrades.

The Construction Committee reviewed the project at its meeting of March 20, 2024, and recommended that the project be closed and a notice of completion filed with the County.

Construction Cost Data:

Original Contract	\$ 308,168
Change Orders	\$ 98,195
Salaries & Overhead	\$ 36,458
Total Project Cost	\$ 442,821
Project Budget	\$ 500,000

ISSUES:

No known issues.

OPTIONS:

Do not close out project - not recommended.

RECOMMENDED ACTION:

Accept project as complete and authorize the General Manager to direct the filing of a Notice of Completion with the County - Point Repairs Project 2022/2023.

ATTACHMENT(S):

[Attachment - Certificate of Completion, APB General Engineering](#)

CERTIFICATE OF COMPLETION

ORO LOMA SANITARY DISTRICT


POINT REPAIRS PROJECT 2022/2023

I, Steve Tang, Construction Inspector, for Oro Loma Sanitary District, Alameda County, California, do hereby certify that the work and improvements described in the contract which was entered into by and between Oro Loma Sanitary District and APB General Engineering, dated May 12, 2023, was completed to my satisfaction on April 19, 2024.

That said work and improvements are more particularly described in the Plans and Specifications, approved by the Sanitary Board of said District on April 4, 2024.

I understand that neither the determination of completeness of the work, nor the acceptance of the work by the District, shall operate to bar claims against the Contractor under the terms of the guarantee provisions of the Contract Documents.

Dated: April 25, 2024

By: 

Steve Tang
Construction Inspector



AGENDA ITEM REPORT

AGENDA ITEM NO: 7.3

AGENDA DATE: May 07, 2024

Subject: Accept Project as Complete and Authorization for the General Manager to Direct the Filing of a Notice of Completion: Treatment Unit Gate Replacement Project

BACKGROUND:

The project provided for the removal and replacement of six 12" x 12" and six 36" x 36" sluice gates in the aeration basin treatment unit. The project was awarded to GSE Construction, Inc. in the amount of \$279,700 following Board approval at the April 19, 2022 Board meeting.

All work was performed per contract and to the satisfaction of staff. There were three change orders totaling \$91,116 which included additional gate wall brackets, work for the protection of existing diffusers and District-initiated work for a new 60" x 60" sluice gate at the chlorine contact chamber.

The Construction Committee reviewed the project at its meeting of April 17, 2024, and recommended that the project be closed and a notice of completion filed with the County.

Contract Cost Data:

Original Contract	\$ 279,700
Change Orders	\$ 91,116
Salaries & Overhead	\$ 39,699
Total Project Cost	\$ 410,515
Project Budget	\$ 465,000

ISSUES:

No known issues.

OPTIONS:

Do not close out project - not recommended.

RECOMMENDED ACTION:

Accept project as complete and authorize the General Manager to direct the filing of a Notice of Completion with the County - Treatment Unit Gate Replacement Project.

ATTACHMENT(S):

[Attachment - Certificate of Completion, GSE Construction, Inc.](#)

CERTIFICATE OF COMPLETION

ORO LOMA SANITARY DISTRICT

TREATMENT UNIT GATE REPLACEMENT PROJECT

I, Kristopher Decker, Senior Engineer, for Oro Loma Sanitary District, Alameda County, California, do hereby certify that the work and improvements described in the contract which was entered into by and between Oro Loma Sanitary District and GSE Construction, dated April 26, 2022, was completed to my satisfaction on April 10, 2024.

That said work and improvements are more particularly described in the Plans and Specifications, approved by the Sanitary Board of said District on February 15, 2022.

I understand that neither the determination of completeness of the work, nor the acceptance of the work by the District, shall operate to bar claims against the Contractor under the terms of the guarantee provisions of the Contract Documents.

Dated: May 7, 2024

By: 

Kristopher Decker
Senior Engineer

Resolution No.

**A RESOLUTION APPROVING BUDGET AMENDMENT NO. 2 OF THE
BUDGET FOR FISCAL YEAR 2023-2024**

RESOLVED, by the Sanitary Board of Oro Loma Sanitary District, Alameda County, California, that:

Resolution No. 3766, dated June 6, 2023, approved the Two-Year Budget for Fiscal Years 2023-2024 and 2024-2025; and,

In conjunction with a subsequent review of the various projects and expenditures contained within the District's budget for FY 2023-2024, the Construction and Finance & Insurance Committees and staff have determined that it is necessary to amend the budget for the Renewal and Replacement (R&R) and Capital Improvement Program (CIP) for FY 2023-2024; and,

This Budget Amendment No. 2 will increase the overall budget by \$407,300 in FY 2023-2024.

NOW, THEREFORE, BE IT RESOLVED, by the Sanitary Board of Oro Loma Sanitary District, that Budget Amendment No. 2 for Fiscal Year 2023-2024 is approved as follows:

1. Staff is authorized to amend projects in the Renewal and Replacement budget as specified in Exhibit 1, and decrease the total 2023-2024 R&R budget by \$113,000; and,
2. Staff is authorized to amend projects in the Capital Improvement Project budget as specified in Exhibit 2, and increase the total 2023-2024 CIP budget by \$520,300.



I certify that the foregoing is a full, true and correct copy of a resolution duly and regularly adopted by the Sanitary Board of Oro Loma Sanitary District, Alameda County, California, at a meeting thereof held on the 7th day of May 2024 by the following vote of the members thereof:

AYES, Members:

NOES, Members:

ABSENT, Members:

Fred Simon, President

COUNTERSIGNED:

Benny Lee, Secretary

**Oro Loma Sanitary District
MEMORANDUM**

TO: Construction Committee
Finance & Insurance Committee

VIA: Jimmy Dang, General Manager

FROM: Bill Halsted, District Engineer
Liliana Moreno, Finance Manager

DATE: April 17, 2024

SUBJECT: REQUEST FOR FY 2023/2024 CIP & R&R BUDGET AMENDMENT NO. 2

The following memorandum includes a summary of budget change requests for various FY 2023/2024 projects. The budget changes to the R&R and CIP funds are shown in the attached Exhibit 1 and Exhibit 2, respectively. The projected changes for FY 2023/2024 result in a net increase of \$407,300 – \$113,000 decrease in the R&R fund and \$520,300 increase in the CIP fund. The major increase consists of moving budget from FY 24/25 to the current FY.

Customary with past practices, the cost impact for Castro Valley Sanitary District only applies to treatment plant projects and certain administrative projects.

Discussion

The amendment includes changes to existing budget amounts. A summary of each change in excess of \$50,000 is provided in the following discussion.

BUDGET INCREASES/REDUCTIONS/DELETIONS

Staff is recommending the adjustments in the budget of 13 projects, 5 of which are over \$50,000.

Project 40-226.05: Belt Filter Press Bearings & Miscellaneous Parts (\$0 in FY 2023/2024 - \$106,000 decrease)

This project provides for the purchase of bearings and repair parts for the Belt Filter Press. Currently Maintenance has a full set of spare parts on the shelf.

Project 40-526.00: Sewer Service Rate Study, (\$85,000 in FY 2023/2024 – \$85,000 increase)

This project provides for a sewer service rate study, the study was budgeted to take place in FY 2024/2025, and was moved to FY 2023/2024 to inform the 218 notice that was sent out in FY 2023/2024.

Project 40-535.00: Open House (\$0 in FY 2023/2024 - \$80,000 decrease)

An Open House is not planned for FY 2023/2024.

Project 45-281.08: Digesters No. 8 & No. 9 (\$1,447,000 in FY 2023/2024 - \$615,000 increase)

This project provides for the design of the Digester Rehabilitation project. The design was budgeted to take place over FYs 2023/2024 and 2024/2025, the budget is being moved to from FY 2024/2025 to FY 2023/2024.

Project 45-321.00: Truck Wash Drainage Pump (\$20,000 in FY 2023/2024 – Decrease of \$64,000)

This project provides for the replacement of the truck wash drainage pump. The pump was replaced at a lower cost than was budgeted.

Summary

As presented in the attached Exhibits 1 and 2, the total fiscal impact of the outlined changes in the R&R and CIP budgets is an increase of \$407,300 – \$113,000 decrease in the R&R fund and \$520,300 increase in the CIP fund, which brings the total R&R and CIP budgets for FY 2023/2024 to \$34,462,800.

Attachments

- Exhibit 1 – Renewal & Replacement
- Exhibit 2 – Capital Improvement Program

**FY 2023-24 BUDGET AMENDMENT No. 2
RENEWAL & REPLACEMENT (R&R)
April 17, 2024**

Revenues	FY 2023-24 Amended Budget	Board Amendment #2	Proposed Budget	CVSD %	CVSD's Share	Justifications
District Sewer Service Charges	5,000,000		5,000,000			
Agency Treatment Charges - CVSD	482,000		482,000			
Investment Income	10,000		10,000			
Grant Revenues	0		0			
Total Revenues			5,492,000	-	-	
Project # 40- Renewal & Replacement Expenses						
Treatment Plant						
202.00 O&M Manual & CBT Updates	82,000		82,000	25%	20,500	
204.00 Treatment Plant GIS Updates & Asset Mgmt	3,000	(3,000)	0	25%	0	Project combined with 40-144.10
213.00 Pre-Design Studies	87,000		87,000	25%	21,750	
213.05 SF Bay Water Quality Improvement-Microvi	9,000		9,000	25%	2,250	
213.07 Effluent Local Limits Reporting & Testing	18,000		18,000	25%	4,500	
213.11 Sea Level Rise Response Planning Study	104,000		104,000	25%	26,000	
213.13 Grant Funding Assistance	220,000		220,000	25%	55,000	
213.15 Near Shore Outfall Full-Time Discharge Support	26,000		26,000	25%	6,500	
213.16 Plant Beautification Study	42,000	(42,000)	0	25%	0	Move project to FY 24/25
217.00 Blower Repairs & Maintenance	104,000		104,000	25%	26,000	
226.03 Belt Filter Press Conveyor Parts	52,000		52,000	25%	13,000	
226.05 Belt Filter Press Bearings & Miscellaneous Parts	106,000	(106,000)	0	25%	0	Parts on the shelf are sufficient
239.00 Safety Improvements	42,000		42,000	25%	10,500	
266.00 CEPT System Rehabilitation	44,000		44,000	25%	11,000	
287.00 Pond Road North Slope to Drain to Ponds	344,000		344,000	25%	86,000	
289.00 Concrete Assessment & Rehabilitation	156,000		156,000	25%	39,000	
293.05 Shoreline Adaptation Demonstration Laboratory	430,000		430,000	25%	107,500	
301.00 Plant Security Upgrades	42,000		42,000	25%	10,500	
305.00 Gate & Valve Replacements	41,000		41,000	25%	10,250	
313.00 Grease System Rehabilitation & Pump Maintenance	77,000		77,000	25%	19,250	
322.00 Primary Sludge Pump Mounting Plate Replacement	30,000		30,000	25%	7,500	
Recurring Maintenance						
395.01 Painting & Coating	156,000		156,000	25%	39,000	
395.02 Roof Maintenance	11,000		11,000	25%	2,750	
395.06 Landscaping & Grounds	80,000		80,000	25%	20,000	
395.07 Roadway & Berm Maintenance	104,000		104,000	25%	26,000	
900.93 Critical R&R - Treatment Plant	148,650		148,650	25%	37,163	
Total Treatment Plant	2,558,650	(151,000)	2,407,650		601,913	
Collections						
100.0X Lift Stations - General & Recurring Maintenance	169,000		169,000	0%	0	
104.00 Lift Stations - Asset Management	32,000		32,000	0%	0	
126.00 Maintenance Hole Adjustments	116,000		116,000	0%	0	
141.00 Collection System Asset Repair / Maintenance	1,299,000		1,299,000	0%	0	
144.00 Collection System Source Detection & Hydraulic Upd	11,000		11,000	0%	0	
144.10 Collection System GIS Asset Management Plan	39,000	3,000	42,000	0%	0	
151.10 Easement Clearing & Road Maintenance	52,000		52,000	0%	0	
155.00 Collection System Equipment Repair & Maintenance	63,000	30,000	93,000	0%	0	
156.00 Collection System Std Oper Procedures Development	5,000		5,000	0%	0	
900.91 Critical R&R - Collections	16,000		16,000	0%	0	
Total Collections	1,802,000	33,000	1,835,000		0	
Engineering & Administration						
524.00 Fiscal Agent Fees	7,000		7,000	0%	0	
526.00 Sewer Service Rate Study	0	85,000	85,000	0%	0	Was planned for FY 24/25 moved to FY 23/24
535.00 Open House	80,000	(80,000)	0	19%	0	Open house will not take place this year
595.45 IT& Network/Security Upgrades - District-wide	49,000		49,000	19%	9,310	
900.90 Critical R&R - Engineering	10,000		10,000	12.5%	1,250	
900.95 Critical R&R - Administration	30,000		30,000	18%	5,400	
Total Engineering & Administration	176,000.00	5,000.00	181,000		15,960	
626.00 Sewage Disposal - EBDA Replacement Assess	166,500		166,500	0%	0	EBDA OLS&D Reserves
Total Expenses	4,703,150	(113,000)	4,590,150		617,873	
Total Requirements for R&R and CIP	34,055,500	407,300	34,462,800		2,402,635	

**FY 2023-24 BUDGET AMENDMENT No. 2
CAPITAL IMPROVEMENT PROGRAM (CIP)**

April 17, 2024

CIP Revenues, Contributions & Repayments		FY 2023-24 Amended Budget	Budget Amendment #2	Proposed Budget	CVSD %	CVSD's Share	Justifications
Investment Income		80,000		80,000			
Capital Grants		688,500		688,500			
Capital Contributions - Connection Fees		200,000		200,000			
Capital Repayments - CVSD		916,300		916,300			
Total Revenues, Contributions & Repayments		1,884,800	-	1,884,800			
Project # 45-	CIP Project Requirements						
Treatment Plant							
201.00	Operations Training Project	78,000		78,000	25%	19,500	
213.08	Consolidated Operations Building	600,000		600,000	19%	114,000	
213.20	Plant Energy Neutrality	274,000		274,000	25%	68,500	
220.02	Treatment Plant Fiberglass Grating Replacement	312,000		312,000	25%	78,000	
221.00	Aeration Basin Actuators	42,000	(42,000)	0	25%	0	Currently there are spare units on the shelf.
223.00	78" Plant Influent Pipeline Lining	156,000		156,000	25%	39,000	
227.01	Chlorine Automation	37,850		37,850	25%	9,463	
228.01	Gravity Belt Thickener Roof Replacement	208,000		208,000	25%	52,000	
243.00	Hypochlorite Tank Replacement	192,000	3,000	195,000	25%	48,750	
252.00	Quonset Hut Storage Facility	104,000		104,000	25%	26,000	
254.00	No. 1 Water Piping Replacement	10,000	(1,700)	8,300	25%	2,075	Project is complete
264.03	Fuel & Diesel Tank Replacements	323,000		323,000	25%	80,750	
281.08	Digesters No. 8 & No. 9	832,000	615,000	1,447,000	25%	361,750	Project planned to cross FY; transfer from FY 24/25
295.00	Pond Drainage Pumps Replacements	37,000		37,000	25%	9,250	
295.01	Pipe Trench Repairs	450,000		450,000	25%	112,500	
299.00	Cogeneration Engine Overhaul	312,000		312,000	25%	78,000	
311.00	Treatment Plant Battery Energy Storage Sys	561,000		561,000	25%	140,250	
316.00	Vehicle Replacement	241,000	40,000	281,000	25%	70,250	Charging station and EV estimates have increased
319.00	SCADA Network System Replacements & Upgrades	155,000		155,000	25%	38,750	
321.00	Truck Wash Drainage Pump	84,000	(64,000)	20,000	25%	5,000	Cost of replacement pump less than estimate
328.01	Electrical System Masterplan	154,000		154,000	25%	38,500	
328.02	Critical Electrical Distribution System Replacements	115,000		115,000	25%	28,750	
333.00	Treatment Unit Gate Replacement	260,000		260,000	25%	65,000	
335.00	W. Switchgear Circuit Breaker Replacement	40,000		40,000	25%	10,000	
336.00	Pond Complex Lighting & Security Enhance	92,000	(30,000)	62,000	25%	15,500	Project complete
395.02	Treatment Plant Roof Replacements	370,000		370,000	25%	92,500	
395.03	Fencing for Parking Lot	570,000		570,000	25%	142,500	
900.93	Critical Equipment - Treatment Plant	95,500		95,500	25%	23,875	
Total Treatment Plant		6,705,350	520,300	7,225,650		1,770,413	
Collections							
100.00	Lift Stations - General	52,000		52,000	0%	0	
102.00	Lift Stations - Roof Replacements	186,000		186,000	0%	0	
107.00	Lift Station - Rehabilitation	156,000		156,000	0%	0	
146.XX	Sewer Collection Sys Pipeline (Construction)	22,090,000		22,090,000	0%	0	
161.00	Collections CCTV Camera Replacement	47,000		47,000	0%	0	
900.91	Unanticipated Critical Equipment - Collections	16,000		16,000	0%	0	
Total Collections		22,547,000	-	22,547,000		0	
Engineering & Administration							
595.45	IT & Network Upgrades - District-wide	20,000		20,000	19%	3,800	
900.90	Critical Equipment - Engineering	70,000		70,000	12.5%	8,750	
900.95	Critical Equipment - Administration	10,000		10,000	18%	1,800	
Total Engineering & Administration		100,000	-	100,000		14,350	
Total Requirements		29,352,350	520,300	29,872,650		1,784,763	
Total Requirements for R&R and CIP		34,055,500	407,300	34,462,800		2,402,635	