



**BOARD OF DIRECTORS  
EAST BAY MUNICIPAL UTILITY DISTRICT**

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375 - 11th Street, Oakland, CA 94607

Office of the Secretary: (510) 287-0440

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**Notice of Time Change**

**FINANCE/ADMINISTRATION  
COMMITTEE MEETING  
Tuesday, September 24, 2019  
10:15 a.m.**

Notice is hereby given that the Finance/Administration Committee Meeting of the Board of Directors for Tuesday, September 24, 2019 has been rescheduled from 10:00 a.m. to 10:15 a.m. The meeting will be held in the Training Resource Center of the Administration Building, 375 - 11th Street, Oakland, California.

Dated: September 19, 2019

A handwritten signature in blue ink that reads 'Rischa S. Cole'.

Rischa S. Cole  
Secretary of the District





**BOARD OF DIRECTORS  
EAST BAY MUNICIPAL UTILITY DISTRICT**

375 – 11<sup>th</sup> Street, Oakland, CA 94607

Office of the Secretary: (510) 287-0440

**AGENDA  
Finance/Administration Committee  
Tuesday, September 24, 2019  
10:15 a.m.  
Training Resource Center**

**(Committee Members: Directors Patterson {Chair}, Coleman and Katz)**

**ROLL CALL:**

**PUBLIC COMMENT:** The Board of Directors is limited by State law to providing a brief response, asking questions for clarification, or referring a matter to staff when responding to items that are not listed on the agenda.

**DETERMINATION AND DISCUSSION:**

1. Monthly Investment Transactions Reports (Skoda)
2. Fiscal Year 2020 Insurance Summary (Skoda)
3. Proposed Fiscal Year 2020 (FY20) Financing Plan (Skoda)
4. Review of Revisions to District Policies (Gardin)

**ADJOURNMENT:**

**Disability Notice**

*If you require a disability-related modification or accommodation to participate in an EBMUD public meeting please call the Office of the Secretary (510) 287-0404. We will make reasonable arrangements to ensure accessibility. Some special equipment arrangements may require 48 hours advance notice.*

**Document Availability**

*Materials related to an item on this Agenda that have been submitted to the EBMUD Board of Directors within 72 hours prior to this meeting are available for public inspection in EBMUD's Office of the Secretary at 375 11th Street, Oakland, California, during normal business hours, and can be viewed on our website at [www.ebmud.com](http://www.ebmud.com).*



## EAST BAY MUNICIPAL UTILITY DISTRICT

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DATE: September 19, 2019

MEMO TO: Board of Directors

THROUGH: Alexander R. Coate, General Manager *ARC*

FROM: Sophia D. Skoda, Director of Finance *SDS*

SUBJECT: Monthly Investment Transactions Report

### SUMMARY

In accordance with Board Resolution No. 30127 and Policy 4.07 – Investment Policy, staff presents a monthly transactions report for the Finance/Administration Committee to review and for the Board to consider each month. The July and August 2019 reports are being submitted for Board consideration. These two reports will be reviewed with the Finance/Administration Committee on September 24, 2019.

### DISCUSSION

Pursuant to Policy 4.07 – Investment Policy, staff produces a monthly report of investment transactions generated by Treasury staff (buys, sales, deposits, withdrawals) as well as transactions that occur as a feature of the securities held (interest, calls, maturities). Information on portfolio performance, balances, and other factors are presented in the quarterly investment report.

In July 2019, the portfolio decreased from \$796.6 million to \$795.9 million. Net transactions decreased the total by \$1.7 million. Interest received added \$1.0 million to the portfolio. Deposits into short-term liquidity funds totaled \$48.1 million and \$75.0 million was withdrawn. The District purchased \$72.2 million in securities, \$7.0 million in securities matured, and \$16.8 million in securities were called. No securities were sold. Net transactions at the District's commercial bank resulted in a decrease of \$23.1 million.

In August 2019, the portfolio increased from \$795.9 million to \$818.0 million. Net transactions increased the total by \$21.1 million. Interest received added \$1.0 million to the portfolio. Deposits into short-term liquidity funds totaled \$98.1 million and no funds were withdrawn. The District purchased \$12.5 million in securities, \$6.6 million in securities matured, and \$66.9 million in securities were called. No securities were sold. Net transactions at the District's commercial bank resulted in a decrease of \$16.1 million.

Monthly Investment Transactions Reports  
Finance/Administration Committee  
September 19, 2019  
Page 2

This item supports the District's Long-Term Financial Stability Strategic Plan goal to ensure integrity, accountability and transparency in financial management.

ARC:SDS:RLH

Attachment

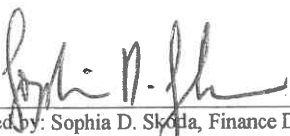
I:\Sec\2019 Board Related Items\Committees 2019\092419 Finance Ctte\FIN - Monthly Investment Transactions Report Memo 092419.doc

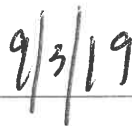
**Monthly Investment Transactions Report**  
**July 2019**

This report is presented to the Board pursuant to Government Code Section 53607 and in accordance with the District's Investment Policy 4.07.

The attached report details transactions in the District's portfolio as follows:

- **Monthly Investment Transactions Summary** **Page 1**
- **Monthly Investment Activity** **Page 2**
  - Buys **Page 3**
  - Deposits **Page 4**
  - Matured **Page 5**
  - Calls **Page 6**
  - Sales **Page 7**
  - Withdrawals **Page 8**
- **Monthly Interest Activity** **Page 9**
  - Interest Received (Transferred to Wells Fargo) **Page 10**
  - Interest Received (Reinvested) **Page 11**

  
Approved by: Sophia D. Skoda, Finance Director

  
Date

SDS:DSK:AW







**EAST BAY MUNICIPAL UTILITY DISTRICT**  
**Monthly Investment Transactions Summary**  
**July 2019**

Portfolio	Beginning Balance*	Monthly Net Transaction Activity	Monthly Interest Activity	Ending Balance
001 - Water System Consolidated	618,407,308.44	25,188,000.00	59,892.24	643,655,200.68
007 - Wastewater Consolidated	101,995,087.55	(1,825,000.00)	87,936.86	100,258,024.41
049 - Ferc Partnership	2,000,000.00	-	-	2,000,000.00
009 - BACWA	2,562,600.00	-	-	2,562,600.00
015 - DERWA	-	-	-	-
002 - FRWA	1,000,000.00	-	-	1,000,000.00
014 - IICP	150,500.00	-	-	150,500.00
010 - UMRWA	64,000.00	-	-	64,000.00
003 - Employees Retirement	4,957,585.79	(1,954,000.00)	74,754.33	3,078,340.12
065 - Water S2008A DSRF	3,369,809.71	-	5,412.73	3,375,222.44
068 - Water 2010A DSRF	349,675.09	-	561.68	350,236.77
099 - Wells Fargo**	61,755,954.09	(23,124,962.13)	786,904.24	39,417,896.20
<b>Total</b>	<b>796,612,520.67</b>	<b>(1,715,962.13)</b>	<b>1,015,462.08</b>	<b>795,912,020.62</b>

\* Portfolio balance presented at face value.

\*\*Wells Fargo's month-end available balance per bank statement. Gross amount; not allocated by fund and not included in balances above.

*Anjanique Walsh*  
 Prepared by: Anjanique Walsh, Accounting Technician

*Sandy Lindley*  
 Reviewed by: Sandy Lindley, Accounting Supervisor

*D. Scott Klein*  
 Approved by: D. Scott Klein, Controller

8-8-19  
 Date

8-9-19  
 Date

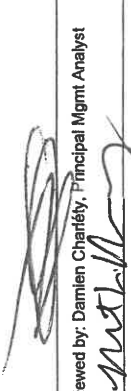
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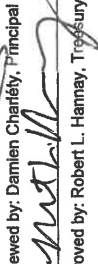
**EAST BAY MUNICIPAL UTILITY DISTRICT**  
**Monthly Investment Activity**  
**July 2019**

Portfolio	Buys	Deposits	Matured	Calls	Sales	Withdrawals	Non-Investment Transactions*	Net Transaction Activity
001 - Water System Consolidated	69,053,000.00	40,000,000.00	(7,000,000.00)	(11,865,000.00)	-	(65,000,000.00)	-	25,188,000.00
007 - Wastewater Consolidated	3,100,000.00	-	-	(4,925,000.00)	-	-	-	(1,825,000.00)
049 - Ferc Partnership	-	-	-	-	-	-	-	-
009 - BACWA	-	-	-	-	-	-	-	-
015 - DERWA	-	-	-	-	-	-	-	-
002 - FRWA	-	-	-	-	-	-	-	-
014 - IICP	-	-	-	-	-	-	-	-
010 - UMRWA	-	-	-	-	-	-	-	-
003 - Employees Retirement	-	8,066,000.00	-	-	-	(10,020,000.00)	-	(1,954,000.00)
065 - Water S2008A DSRF	-	-	-	-	-	-	-	-
068 - Water 2010A DSRF	-	-	-	-	-	-	-	-
<b>Investment Activity Total</b>	<b>72,153,000.00</b>	<b>48,066,000.00</b>	<b>(7,000,000.00)</b>	<b>(16,790,000.00)</b>	<b>-</b>	<b>(75,020,000.00)</b>	<b>-</b>	<b>21,409,000.00</b>
<b>099 - Wells Fargo</b>	<b>(72,153,000.00)</b>	<b>(48,066,000.00)</b>	<b>7,000,000.00</b>	<b>16,790,000.00</b>	<b>-</b>	<b>75,020,000.00</b>	<b>(1,715,962.13)</b>	<b>(23,124,962.13)</b>
<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(1,715,962.13)</b>	<b>(1,715,962.13)</b>

\*Non-investment transactions are net receipts and expenditures in Wells Fargo resulting from activities other than investment and interest transactions detailed in this report.

  
 Reviewed by: Damien Charfety, Principal Mgmt Analyst

08/03/19  
 Date

  
 Approved by: Robert L. Hamay, Treasury Manager

9/3/19  
 Date



EAST BAY MUNICIPAL UTILITY DISTRICT  
Monthly Investment Activity  
July 2019

Portfolio Name	Asset Class	Description	CUSIP/Ticker	Trade Date	Settlement Date	Maturity Date	Face Amount/Shares	Principal	Interest/Dividends	Total
<b>Buys</b>										
001 - Water System Consolidated	Federal Agency Issues Coupon	FFCB 1.55 5/6/2020	3133EHJA2	07/01/2019	07/02/2019	05/08/2020	1,120,000.00	1,115,520.00	2,604.00	1,118,124.00
001 - Water System Consolidated	Federal Agency Issues Coupon	FHLMC 1.375 5/1/2020	3137EADR7	07/01/2019	07/02/2019	05/01/2020	1,229,000.00	1,222,191.34	2,863.40	1,225,054.74
001 - Water System Consolidated	Federal Agency Issues Coupon	FNMA 1.4 11/27/2019-13	3136G13Z0	07/01/2019	07/03/2019	11/27/2019	3,000,000.00	2,990,430.00	4,200.00	2,994,630.00
001 - Water System Consolidated	Federal Agency Issues Coupon	FNMA 2.4/30/2020-14	3136G0DU2	07/01/2019	07/02/2019	04/30/2020	1,000,000.00	999,350.00	3,444.44	1,002,794.44
001 - Water System Consolidated	Federal Agency Issues Coupon	FFCB 1.73 11/16/2021-16	3133EGAP0	07/08/2019	07/09/2019	11/16/2021	1,000,000.00	992,900.00	2,546.94	995,446.94
001 - Water System Consolidated	Federal Agency Issues Coupon	FFCB 2.22 10/15/2021-19	3133EKUQ7	07/08/2019	07/15/2019	10/15/2021	29,810,000.00	29,771,247.00	0.00	29,771,247.00
001 - Water System Consolidated	Federal Agency Issues Coupon	FHLB 2.26 10/4/2022-18	3130ACHT2	07/08/2019	07/09/2019	10/04/2022	3,250,000.00	3,247,400.00	19,382.64	3,266,782.64
001 - Water System Consolidated	Federal Agency Issues Coupon	FFCB 2.69 11/15/2023-19	3133EKL53	07/09/2019	07/10/2019	11/15/2023	8,685,000.00	8,687,605.50	35,692.94	8,723,298.44
001 - Water System Consolidated	Federal Agency Issues Coupon	FHLMC 2.15 10/8/2020-19	3134GTZP1	07/09/2019	07/10/2019	10/08/2020	16,440,000.00	16,431,780.00	1,963.67	16,433,743.67
001 - Water System Consolidated	Medium Term Notes	Apple Inc 1.8 5/1/2020	037833CS7	07/11/2019	07/15/2019	05/11/2020	1,149,000.00	1,146,070.05	3,676.80	1,149,746.85
001 - Water System Consolidated	Federal Agency Issues Coupon	FHLMC 2.75 5/9/2022-19	3134GTLU5	07/11/2019	07/12/2019	05/09/2022	2,370,000.00	2,370,758.40	11,405.63	2,382,164.03
			<b>Subtotal</b>				<b>69,053,000.00</b>			
007 - Wastewater Consolidated	Federal Agency Issues Coupon	FFCB 1.75 11/1/2022-17	3133EGC86	07/08/2019	07/09/2019	11/01/2022	500,000.00	494,425.00	1,652.78	496,077.78
007 - Wastewater Consolidated	Federal Agency Issues Coupon	FHLB 1.5 11/18/2020-16	3130A7XZ3	07/08/2019	07/09/2019	11/18/2020	500,000.00	496,330.00	1,062.50	497,392.50
007 - Wastewater Consolidated	Federal Agency Issues Coupon	FHLB 1.75 11/26/2021-16	3130A7Z57	07/09/2019	07/10/2019	11/26/2021	610,000.00	605,412.80	1,304.72	606,717.52
007 - Wastewater Consolidated	Federal Agency Issues Coupon	FHLB 2.19 11/29/2022-13	3133B1BJ3	07/09/2019	07/10/2019	11/28/2022	300,000.00	298,875.00	766.50	299,641.50
007 - Wastewater Consolidated	Federal Agency Issues Coupon	FHLMC Step 11/25/2020-18	3134GB3T7	07/09/2019	07/10/2019	11/25/2020	340,000.00	338,901.40	956.25	340,857.65
007 - Wastewater Consolidated	Federal Agency Issues Coupon	FHLB Step 11/25/2022-17	3130AA5Y0	07/29/2019	07/30/2019	11/25/2022	150,000.00	149,400.00	473.96	149,873.96
007 - Wastewater Consolidated	Federal Agency Issues Coupon	FFCB 1.89 11/30/2020-16	3133EFLR3	07/30/2019	07/31/2019	11/30/2020	125,000.00	124,492.13	393.75	124,885.88
007 - Wastewater Consolidated	Federal Agency Issues Coupon	FHLB 2.55 5/6/2022-20	3130AGCU7	07/30/2019	07/31/2019	05/06/2022	275,000.00	275,481.25	1,655.73	277,136.98
007 - Wastewater Consolidated	Federal Agency Issues Coupon	FHLMC 2.4 11/28/2022-18	3134GBY63	07/30/2019	07/31/2019	11/28/2022	300,000.00	300,000.00	1,260.00	301,260.00
			<b>Subtotal</b>				<b>3,100,000.00</b>			

72,153,000.00 72,059,569.87 97,306.65 72,156,876.52



EAST BAY MUNICIPAL UTILITY DISTRICT  
Monthly Investment Activity  
July 2019

Portfolio Name	Asset Class	Description	CUSIP/Ticker	Trade Date	Settlement Date	Maturity Date	Face Amount/Shares	Principal	Interest/Dividends	Total
<b>Deposits</b>										
001 - Water System Consolidated	CAMP CA Asset Mgmt Program	CAMP MM	CAMP6035	07/03/2019	07/03/2019	N/A	40,000,000.00	40,000,000.00	0.00	40,000,000.00
					Subtotal		40,000,000.00			
003 - Employees Retirement	LAIF Local Government Investment Pool	LAIF LGIP	LGIP1005	07/12/2019	07/12/2019	N/A	4,040,000.00	4,040,000.00	0.00	4,040,000.00
003 - Employees Retirement	LAIF Local Government Investment Pool	LAIF LGIP	LGIP1005	07/26/2019	07/26/2019	N/A	4,026,000.00	4,026,000.00	0.00	4,026,000.00
					Subtotal		8,066,000.00			
								48,066,000.00	48,066,000.00	0.00
								48,066,000.00	48,066,000.00	0.00



EAST BAY MUNICIPAL UTILITY DISTRICT  
Monthly Investment Activity  
July 2019

Portfolio Name	Asset Class	Description	CUSIP/Ticker	Trade Date	Settlement Date	Maturity Date	Face Amount/Shares	Principal	Interest/Dividends	Total
<b>Matured</b>										
001 - Water System Consolidated	Municipal Bonds	University Calif Rev Bond 1.796 7/1/2019	91412GSB2	07/01/2019	07/01/2019	07/01/2019	500,000.00	500,000.00	0.00	500,000.00
001 - Water System Consolidated	Federal Agency Issues Coupon	FAMC 1.52 7/15/2019-18	3132XQWA5	07/15/2019	07/15/2019	07/15/2019	500,000.00	500,000.00	0.00	500,000.00
001 - Water System Consolidated	Federal Agency Issues Coupon	FNMA 1.25 7/26/2019-17	3135G0N25	07/26/2019	07/26/2019	07/26/2019	4,000,000.00	4,000,000.00	0.00	4,000,000.00
001 - Water System Consolidated	Federal Agency Issues Coupon	FNMA Step 7/26/2019-17	3136G3ZT5	07/26/2019	07/26/2019	07/26/2019	2,000,000.00	2,000,000.00	0.00	2,000,000.00
					Subtotal		7,000,000.00			
							7,000,000.00	7,000,000.00	0.00	7,000,000.00



EAST BAY MUNICIPAL UTILITY DISTRICT  
Monthly Investment Activity  
July 2019

Portfolio Name	Asset Class	Description	CUSIP/Ticker	Trade Date	Settlement Date	Maturity Date	Face Amount/Shares	Principal	Interest/Dividends	Total
<b>Calls</b>										
001 - Water System Consolidated	Federal Agency Issues Coupon	FHLB Step 6/28/2020-17	3130ABLU8	07/01/2019	07/01/2019	06/29/2020	365,000.00	365,000.00	0.00	365,000.00
001 - Water System Consolidated	Federal Agency Issues Coupon	FHLMC Step 6/30/2020-16	3134G9YE1	07/01/2019	07/01/2019	06/30/2020	4,000,000.00	4,000,000.00	0.00	4,000,000.00
001 - Water System Consolidated	Federal Agency Issues Coupon	FHLMC 2.55 5/1/2020-19	3134GTED1	07/05/2019	07/05/2019	05/01/2020	1,000,000.00	1,000,000.00	0.00	1,000,000.00
001 - Water System Consolidated	Federal Agency Issues Coupon	FNMA Step 7/28/2021-17	3136G3T96	07/28/2019	07/28/2019	07/28/2021	4,000,000.00	4,000,000.00	0.00	4,000,000.00
001 - Water System Consolidated	Federal Agency Issues Coupon	FHLB 2.625 4/30/2021-19	3130AGDA0	07/30/2019	07/30/2019	04/30/2021	2,500,000.00	2,500,000.00	0.00	2,500,000.00
					Subtotal		11,865,000.00			
007 - Wastewater Consolidated	Federal Agency Issues Coupon	FHLMC Step 6/30/2020-16	3134G9YE1	07/01/2019	07/01/2019	06/30/2020	2,425,000.00	2,425,000.00	0.00	2,425,000.00
007 - Wastewater Consolidated	Federal Agency Issues Coupon	FHLB Step 7/27/2020-17	3130A8RH8	07/27/2019	07/27/2019	07/27/2020	1,500,000.00	1,500,000.00	0.00	1,500,000.00
007 - Wastewater Consolidated	Federal Agency Issues Coupon	FNMA Step 7/28/2021-17	3136G3T96	07/28/2019	07/28/2019	07/28/2021	1,000,000.00	1,000,000.00	0.00	1,000,000.00
					Subtotal		4,925,000.00			
							16,790,000.00	16,790,000.00	0.00	16,790,000.00



EAST BAY MUNICIPAL UTILITY DISTRICT  
Monthly Investment Activity  
July 2019

Portfolio Name	Asset Class	Description	CUSIP/Ticker	Trade Date	Settlement Date	Maturity Date	Face Amount/Shares	Principal	Interest/Dividends	Total
Sales										

\*No Transactions this Period

0.00	0.00	0.00	0.00
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EAST BAY MUNICIPAL UTILITY DISTRICT  
Monthly Investment Activity  
July 2019

Portfolio Name	Asset Class	Description	CUSIP/Ticker	Trade Date	Settlement Date	Maturity Date	Face Amount/Shares	Principal	Interest/Dividends	Total
<b>Withdrawals</b>										
001 - Water System Consolidated	CAMP CA Asset Mgmt Program	CAMP MM	CAMP6035	07/11/2019	07/11/2019	N/A	20,000,000.00	20,000,000.00	0.00	20,000,000.00
001 - Water System Consolidated	CAMP CA Asset Mgmt Program	CAMP MM	CAMP6035	07/15/2019	07/15/2019	N/A	45,000,000.00	45,000,000.00	0.00	45,000,000.00
					<b>Subtotal</b>		<b>65,000,000.00</b>			
003 - Employees Retirement	LAIF Local Government Investment Pool	LAIF LGIP	LGIP1005	07/31/2019	07/31/2019	N/A	10,020,000.00	10,020,000.00	0.00	10,020,000.00
					<b>Subtotal</b>		<b>10,020,000.00</b>			
							<b>75,020,000.00</b>	<b>75,020,000.00</b>	<b>0.00</b>	<b>75,020,000.00</b>








**EAST BAY MUNICIPAL UTILITY DISTRICT**  
**Monthly Interest Activity**  
**July 2019**

Portfolio	Total Interest Received	Interest Transferred to Wells Fargo*	Net Interest Activity (Reinvested)**
001 - Water System Consolidated	506,857.05	(446,964.81)	59,892.24
007 - Wastewater Consolidated	389,445.47	(301,508.61)	87,936.86
049 - Ferc Partnership	12,781.17	(12,781.17)	-
009 - BACWA	14,460.93	(14,460.93)	-
015 - DERWA	-	-	-
002 - FRWA	9,808.32	(9,808.32)	-
014 - IICP	960.46	(960.46)	-
010 - UMRWA	419.94	(419.94)	-
003 - Employees Retirement	74,754.33	-	74,754.33
065 - Water S2008A DSRF	5,412.73	-	5,412.73
068 - Water 2010A DSRF	561.68	-	561.68
<b>Interest Transactions Total</b>	<b>1,015,462.08</b>	<b>(786,904.24)</b>	<b>228,557.84</b>
<b>099 - Wells Fargo</b>	<b>-</b>	<b>786,904.24</b>	<b>786,904.24</b>
<b>Total</b>	<b>1,015,462.08</b>	<b>-</b>	<b>1,015,462.08</b>

\*Coupon and other interest received; reinvestment unavailable.

\*\*Coupon and other interest payments reinvested in specific portfolio.

  
 Prepared by: Anjanique Walsh, Accounting Technician  
  
 Reviewed by: Sandy Lindley, Accounting Supervisor  
  
 Approved by: D. Scott Klein, Controller

8-8-19  
 Date  
 8-9-19  
 Date  
 8-17-19  
 Date



0.00	0.00	786,904.24	786,904.24
0.00	0.00	786,904.24	786,904.24



**EAST BAY MUNICIPAL UTILITY DISTRICT**  
**Monthly Interest Activity**  
**July 2019**

Portfolio Name	Asset Class	Description	CUSIP/Ticker	Trade Date	Settlement Date	Maturity Date	Amount/Shares	Face	Principal	Interest/Dividends	Total
<b>Interest Received (Reinvested)</b>											
001 - Water System Consolidated	CAMP CA Asset Mgmt Program	CAMP MM	CAMP6035	07/31/2019	07/31/2019	N/A		0.00	0.00	59,850.05	59,850.05
001 - Water System Consolidated	Money Market Mutual Funds	Federated MM	MM3767	07/31/2019	07/31/2019	N/A		0.00	0.00	42.19	42.19
									<b>Subtotal</b>		<b>59,892.24</b>
003 - Employees Retirement	LAIF Local Government Investment Pool	LAIF LGIP	LGIP1005	07/15/2019	07/15/2019	N/A		0.00	0.00	74,754.33	74,754.33
									<b>Subtotal</b>		<b>74,754.33</b>
007 - Wastewater Consolidated	CAMP CA Asset Mgmt Program	CAMP MM	CAMP6035	07/31/2019	07/31/2019	N/A		0.00	0.00	87,925.58	87,925.58
007 - Wastewater Consolidated	Money Market Mutual Funds	Federated MM	MM3767	07/31/2019	07/31/2019	N/A		0.00	0.00	11.28	11.28
									<b>Subtotal</b>		<b>87,936.86</b>
065 - Water S2008A DSRF	Money Market Mutual Funds	Dreyfus MM	MM6999	07/02/2019	07/02/2019	N/A		0.00	0.00	5,412.73	5,412.73
									<b>Subtotal</b>		<b>5,412.73</b>
068 - Water 2010A DSRF	Money Market Mutual Funds	Dreyfus MM	MM2642	07/02/2019	07/02/2019	N/A		0.00	0.00	561.68	561.68
									<b>Subtotal</b>		<b>561.68</b>

0.00	0.00	228,557.84	228,557.84
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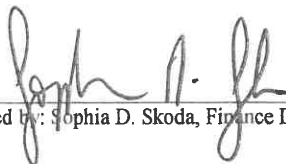


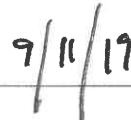
**Monthly Investment Transactions Report**  
**August 2019**

This report is presented to the Board pursuant to Government Code Section 53607 and in accordance with the District's Investment Policy 4.07.

The attached report details transactions in the District's portfolio as follows:

- **Monthly Investment Transactions Summary** **Page 1**
- **Monthly Investment Activity** **Page 2**
  - Buys **Page 3**
  - Deposits **Page 4**
  - Matured **Page 5**
  - Calls **Page 6**
  - Sales **Page 7**
  - Withdrawals **Page 8**
- **Monthly Interest Activity** **Page 9**
  - Interest Received (Transferred to Wells Fargo) **Page 10**
  - Interest Received (Reinvested) **Page 11**

  
Approved by: Sophia D. Skoda, Finance Director

  
Date

SDS:DSK:AW



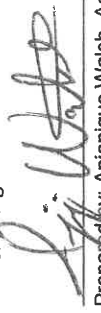




**EAST BAY MUNICIPAL UTILITY DISTRICT**  
**Monthly Investment Transactions Summary**  
**August 2019**

Portfolio	Beginning Balance*	Monthly Net Transaction Activity	Monthly Interest Activity	Ending Balance
001 - Water System Consolidated	643,655,200.68	34,390,000.00	67,159.73	678,112,360.41
007 - Wastewater Consolidated	100,258,024.41	(4,990,000.00)	42,322.25	95,310,346.66
049 - Ferc Partnership	2,000,000.00	-	-	2,000,000.00
009 - BACWA	2,562,600.00	(300,000.00)	-	2,262,600.00
015 - DERWA	-	-	-	-
002 - FRWA	1,000,000.00	-	-	1,000,000.00
014 - IICP	150,500.00	-	-	150,500.00
010 - UMRWA	64,000.00	-	-	64,000.00
003 - Employees Retirement	3,078,340.12	8,073,000.00	-	11,151,340.12
065 - Water S2008A DSRF	3,375,222.44	-	5,531.50	3,380,753.94
068 - Water 2010A DSRF	350,236.77	-	574.01	350,810.78
099 - Wells Fargo**	39,417,896.20	(16,073,740.62)	901,044.20	24,245,199.78
<b>Total</b>	<b>795,912,020.62</b>	<b>21,099,259.38</b>	<b>1,016,631.69</b>	<b>818,027,911.69</b>

\* Portfolio balance presented at face value.

\*\*Wells Fargo's month-end available balance per bank statement. Gross amount; not allocated by fund and not included in balances above.

  
 Prepared by: Anjanique Walsh, Accounting Technician  
  
 Reviewed by: Sandy Lindley, Accounting Supervisor  
  
 Approved by: D. Scott Klein, Controller

9-9-19  
 Date  
 9-9-19  
 Date  
 9-9-19  
 Date



**EAST BAY MUNICIPAL UTILITY DISTRICT**  
Monthly Investment Activity  
August 2019

Portfolio	Buys	Deposits	Matured	Calls	Sales	Withdrawals	Non-Investment Transactions*	Net Transaction Activity
001 - Water System Consolidated	12,295,000.00	90,000,000.00	(4,900,000.00)	(63,005,000.00)	-	-	-	34,390,000.00
007 - Wastewater Consolidated	250,000.00	-	(1,675,000.00)	(3,565,000.00)	-	-	-	(4,990,000.00)
049 - Ferc Partnership	-	-	-	-	-	-	-	-
009 - BACWA	-	-	-	(300,000.00)	-	-	-	(300,000.00)
015 - DERWA	-	-	-	-	-	-	-	-
002 - FRWA	-	-	-	-	-	-	-	-
014 - IICP	-	-	-	-	-	-	-	-
010 - UMRWA	-	-	-	-	-	-	-	-
003 - Employees Retirement	-	8,073,000.00	-	-	-	-	-	8,073,000.00
065 - Water S2008A DSRF	-	-	-	-	-	-	-	-
068 - Water 2010A DSRF	-	-	-	-	-	-	-	-
<b>Investment Activity Total</b>	<b>12,545,000.00</b>	<b>98,073,000.00</b>	<b>(6,575,000.00)</b>	<b>(66,870,000.00)</b>	-	-	-	<b>37,173,000.00</b>
099 - Wells Fargo	(12,545,000.00)	(98,073,000.00)	6,575,000.00	66,870,000.00	-	-	21,099,259.38	(16,073,740.62)
<b>Total</b>	-	-	-	-	-	-	<b>21,099,259.38</b>	<b>21,099,259.38</b>

\*Non-investment transactions are net receipts and expenditures in Wells Fargo resulting from activities other than investment and interest transactions detailed in this report.

Reviewed by:  Principal Mgmt Analyst  
Date: 09/11/19

Approved by: Robert L. Hamney, Treasury Manager  
Date: 09/10/19





EAST BAY MUNICIPAL UTILITY DISTRICT  
Monthly Investment Activity  
August 2019

Portfolio Name	Asset Class	Description	CUSIP/Ticker	Trade Date	Settlement Date	Maturity Date	Face Amount/Shares	Principal	Interest/Dividends	Total
<b>Buys</b>										
001 - Water System Consolidated	Federal Agency Issues Coupon	FHLMC 1.75 11/27/2019-18	3134GB3P5	08/05/2019	08/06/2019	11/27/2019	5,000,000.00	4,993,900.00	16,770.83	5,010,670.83
001 - Water System Consolidated	Federal Agency Issues Coupon	FHLMC 2.3 11/8/2022-19	3134GTV91	08/06/2019	08/08/2019	11/08/2022	7,295,000.00	7,295,000.00	0.00	7,295,000.00
					<b>Subtotal</b>		<b>12,295,000.00</b>			
007 - Wastewater Consolidated	Federal Agency Issues Coupon	FNMA 1.75 11/26/2019	3135G0ZY2	08/05/2019	08/06/2019	11/26/2019	250,000.00	249,690.00	850.69	250,540.69
					<b>Subtotal</b>		<b>250,000.00</b>			
							<b>12,545,000.00</b>	<b>12,538,590.00</b>	<b>17,621.52</b>	<b>12,556,211.52</b>



EAST BAY MUNICIPAL UTILITY DISTRICT  
Monthly Investment Activity  
August 2019

Portfolio Name	Asset Class	Description	CUSIP/Ticker	Trade Date	Settlement Date	Maturity Date	Face Amount/Shares	Principal	Interest/Dividends	Total
<b>Deposits</b>										
001 - Water System Consolidated	CAMP CA Asset Mgmt Program	CAMP MM	CAMP6035	08/29/2019	08/29/2019	N/A	90,000,000.00	90,000,000.00	0.00	90,000,000.00
					Subtotal		90,000,000.00			
003 - Employees Retirement	LAIF Local Government Investment Pool	LAIF LGIP	LGIP1005	08/09/2019	08/09/2019	N/A	4,041,000.00	4,041,000.00	0.00	4,041,000.00
003 - Employees Retirement	LAIF Local Government Investment Pool	LAIF LGIP	LGIP1005	08/23/2019	08/23/2019	N/A	4,032,000.00	4,032,000.00	0.00	4,032,000.00
					Subtotal		8,073,000.00			
							98,073,000.00	98,073,000.00	0.00	98,073,000.00



EAST BAY MUNICIPAL UTILITY DISTRICT  
Monthly Investment Activity  
August 2019

Portfolio Name	Asset Class	Description	CUSIP/Ticker	Trade Date	Settlement Date	Maturity Date	Face Amount/Shares	Principal	Interest/Dividends	Total
<b>Matured</b>										
001 - Water System Consolidated	Municipal Bonds	San Jose Redevelopment Agency Succi	798170AB2	08/01/2019	08/01/2019	08/01/2019	2,270,000.00	2,270,000.00	0.00	2,270,000.00
001 - Water System Consolidated	Municipal Bonds	Santa Clara County CA 2 8/1/2019	801548PD6	08/01/2019	08/01/2019	08/01/2019	2,630,000.00	2,630,000.00	0.00	2,630,000.00
					Subtotal		4,900,000.00			
007 - Wastewater Consolidated	Municipal Bonds	Brea CA Redevelopment Agency Succi	106293CD3	08/01/2019	08/01/2019	08/01/2019	100,000.00	100,000.00	0.00	100,000.00
007 - Wastewater Consolidated	Municipal Bonds	Lynwood Unified School District 2 8/1/201	551800GG4	08/01/2019	08/01/2019	08/01/2019	75,000.00	75,000.00	0.00	75,000.00
007 - Wastewater Consolidated	Federal Agency Issues Coupon	FHLMC 1.3 8/28/2019-16	3134GAFY5	08/28/2019	08/28/2019	08/28/2019	1,500,000.00	1,500,000.00	0.00	1,500,000.00
					Subtotal		1,675,000.00			
							6,575,000.00	6,575,000.00	0.00	6,575,000.00



EAST BAY MUNICIPAL UTILITY DISTRICT  
Monthly Investment Activity  
August 2019

Portfolio Name	Asset Class	Description	CUSIP/Ticker	Trade Date	Settlement Date	Maturity Date	Face Amount/Shares	Principal	Interest/Dividends	Total
<b>Calls</b>										
001 - Water System Consolidated	Federal Agency Issues Coupon	FHLMC 2.75 5/9/2022-19	3134GTLU5	08/09/2019	08/09/2019	05/09/2022	2,370,000.00	2,370,000.00	0.00	2,370,000.00
001 - Water System Consolidated	Federal Agency Issues Coupon	FHLB 2.6 5/14/2021-19	3130AGFB6	08/14/2019	08/14/2019	05/14/2021	10,530,000.00	10,530,000.00	0.00	10,530,000.00
001 - Water System Consolidated	Federal Agency Issues Coupon	FFCB 2.69 11/15/2023-19	3133EKL53	08/15/2019	08/15/2019	11/15/2023	8,685,000.00	8,685,000.00	0.00	8,685,000.00
001 - Water System Consolidated	Federal Agency Issues Coupon	FFCB 2.69 11/15/2023-19	3133EKL53	08/15/2019	08/15/2019	11/15/2023	12,525,000.00	12,525,000.00	0.00	12,525,000.00
001 - Water System Consolidated	Federal Agency Issues Coupon	FHLB 2 11/27/2020-18	3130ACTX2	08/16/2019	08/16/2019	11/27/2020	1,045,000.00	1,045,000.00	0.00	1,045,000.00
001 - Water System Consolidated	Federal Agency Issues Coupon	FHLMC 2.495 5/20/2020-19	3134GTLJ5	08/20/2019	08/20/2019	05/20/2020	1,000,000.00	1,000,000.00	0.00	1,000,000.00
001 - Water System Consolidated	Federal Agency Issues Coupon	FHLB Step 11/23/2020-17	3130A9XU0	08/23/2019	08/23/2019	11/23/2020	4,400,000.00	4,400,000.00	0.00	4,400,000.00
001 - Water System Consolidated	Federal Agency Issues Coupon	FHLMC Step 11/23/2020-17	3134GAWW0	08/23/2019	08/23/2019	11/23/2020	2,150,000.00	2,150,000.00	0.00	2,150,000.00
001 - Water System Consolidated	Federal Agency Issues Coupon	FHLMC Step 11/23/2020-17	3134GAWW0	08/23/2019	08/23/2019	11/23/2020	4,275,000.00	4,275,000.00	0.00	4,275,000.00
001 - Water System Consolidated	Federal Agency Issues Coupon	FHLB Step 5/24/2021-17	3130ABRG0	08/24/2019	08/24/2019	05/24/2021	3,025,000.00	3,025,000.00	0.00	3,025,000.00
001 - Water System Consolidated	Federal Agency Issues Coupon	FHLMC Step 8/24/2021-17	3134GAEW2	8/24/2019	8/24/2019	8/24/2021	9,000,000.00	9,000,000.00	0.00	9,000,000.00
001 - Water System Consolidated	Federal Agency Issues Coupon	FHLMC Step 11/25/2020-18	3134GB3T7	08/25/2019	08/25/2019	11/25/2020	2,000,000.00	2,000,000.00	0.00	2,000,000.00
001 - Water System Consolidated	Federal Agency Issues Coupon	FHLMC 2.7 2/28/2023-19	3134GSCM5	08/28/2019	08/28/2019	02/28/2023	2,000,000.00	2,000,000.00	0.00	2,000,000.00
					<b>Subtotal</b>		<b>63,005,000.00</b>			
007 - Wastewater Consolidated	Federal Agency Issues Coupon	FNMA Step 5/18/2020-18	3136G3ME2	8/18/2019	8/18/2019	5/18/2020	200,000.00	200,000.00	0.00	200,000.00
007 - Wastewater Consolidated	Federal Agency Issues Coupon	FHLMC Step 8/24/2021-17	3134G9209	8/24/2019	8/24/2019	8/24/2021	2,000,000.00	2,000,000.00	0.00	2,000,000.00
007 - Wastewater Consolidated	Federal Agency Issues Coupon	FHLMC Step 8/24/2021-17	3134GAAJ3	8/24/2019	8/24/2019	8/24/2021	600,000.00	600,000.00	0.00	600,000.00
007 - Wastewater Consolidated	Federal Agency Issues Coupon	FHLMC Step 11/25/2020-18	3134GB3T7	8/25/2019	8/25/2019	11/25/2020	125,000.00	125,000.00	0.00	125,000.00
007 - Wastewater Consolidated	Federal Agency Issues Coupon	FHLMC Step 11/25/2020-18	3134GB3T7	8/25/2019	8/25/2019	11/25/2020	340,000.00	340,000.00	0.00	340,000.00
007 - Wastewater Consolidated	Federal Agency Issues Coupon	FHLMC 2.4 11/28/2022-18	3134GBY63	08/28/2019	08/28/2019	11/28/2022	300,000.00	300,000.00	0.00	300,000.00
					<b>Subtotal</b>		<b>3,565,000.00</b>			
009 - BACWA	Federal Agency Issues Coupon	FNMA Step 5/18/2020-18	3136G3ME2	08/18/2019	08/18/2019	05/18/2020	300,000.00	300,000.00	0.00	300,000.00
					<b>Subtotal</b>		<b>300,000.00</b>			
							<b>66,870,000.00</b>	<b>66,870,000.00</b>	<b>0.00</b>	<b>66,870,000.00</b>



EAST BAY MUNICIPAL UTILITY DISTRICT  
Monthly Investment Activity  
August 2019

Portfolio Name	Asset Class	Description	CUSIP/Ticker	Trade Date	Settlement Date	Maturity Date	Face Amount/Shares	Principal	Interest/Dividends	Total
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Sales

\*No Transactions this Period\*

0.00	0.00	0.00	0.00
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EAST BAY MUNICIPAL UTILITY DISTRICT  
Monthly Investment Activity  
August 2019

Portfolio Name	Asset Class	Description	CUSIP/Ticker	Trade Date	Settlement Date	Maturity Date	Face Amount/Shares	Principal	Interest/Dividends	Total
Withdrawals										

\*No Transactions this Period\*

0.00	0.00	0.00	0.00
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**EAST BAY MUNICIPAL UTILITY DISTRICT**  
**Monthly Interest Activity**  
**August 2019**

Portfolio	Total Interest Received	Interest Transferred to Wells Fargo*	Net Interest Activity (Reinvested)**
001 - Water System Consolidated	918,575.80	(851,416.07)	67,159.73
007 - Wastewater Consolidated	90,262.88	(47,940.63)	42,322.25
049 - Ferc Partnership	-	-	-
009 - BACWA	1,687.50	(1,687.50)	-
015 - DERWA	-	-	-
002 - FRWA	-	-	-
014 - IICP	-	-	-
010 - UMRWA	-	-	-
003 - Employees Retirement	-	-	-
065 - Water S2008A DSRF	5,531.50	-	5,531.50
068 - Water 2010A DSRF	574.01	-	574.01
<b>Interest Transactions Total</b>	<b>1,016,631.69</b>	<b>(901,044.20)</b>	<b>115,587.49</b>
<b>099 - Wells Fargo</b>	-	901,044.20	901,044.20
<b>Total</b>	<b>1,016,631.69</b>	<b>-</b>	<b>1,016,631.69</b>

\*Coupon and other interest received; reinvestment unavailable.

\*\*Coupon and other interest payments reinvested in specific portfolio.

<p><i>[Signature]</i>          Prepared by: Anjanique Walsh, Accounting Technician</p> <p><i>[Signature]</i>          Reviewed by: Sandy Lindley, Accounting Supervisor</p> <p><i>[Signature]</i>          Approved by: D. Scott Klein, Controller</p>	<p style="text-align: right;">9-9-19          Date</p> <p style="text-align: right;">9-9-19          Date</p> <p style="text-align: right;">9-9-19          Date</p>
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EAST BAY MUNICIPAL UTILITY DISTRICT  
Monthly Interest Activity  
August 2019

Portfolio Name	Asset Class	Description	CUSIP/Ticker	Trade Date	Settlement Date	Maturity Date	Amount/Shares	Face Principal	Interest/Dividends	Total
<b>Interest Received (Transferred to Wells Fargo)</b>										
001 - Water System Consolidated	Municipal Bonds	Contra Costa County Redevelopment Agency Successor	212263AQ0	08/01/2019	08/01/2019	08/01/2020	0.00	0.00	6,562.50	6,562.50
001 - Water System Consolidated	Municipal Bonds	Highland Redevelopment Agency Successor Agency 2.2	430034AV0	08/01/2019	08/01/2019	02/01/2021	0.00	0.00	8,100.00	8,100.00
001 - Water System Consolidated	Municipal Bonds	San Francisco City & County CA Redevelopment Agency	79770GGM2	08/01/2019	08/01/2019	08/01/2020	0.00	0.00	15,000.00	15,000.00
001 - Water System Consolidated	Municipal Bonds	San Jose Redevelopment Agency Successor Agency 2.0	798170AB2	08/01/2019	08/01/2019	08/01/2019	0.00	0.00	23,812.30	23,812.30
001 - Water System Consolidated	Municipal Bonds	Santa Clara County CA 2.8/1/2019	801546PD8	08/01/2019	08/01/2019	08/01/2019	0.00	0.00	26,300.00	26,300.00
001 - Water System Consolidated	Federal Agency Issues Coupon	FHLB 2.96 2/6/2023-20	3130AFTK3	08/06/2019	08/06/2019	02/06/2020	0.00	0.00	177,600.00	177,600.00
001 - Water System Consolidated	Medium Term Notes	Microsoft Corp 1.85 2/6/2020	594918BV5	08/06/2019	08/06/2019	02/06/2020	0.00	0.00	21,450.75	21,450.75
001 - Water System Consolidated	Federal Agency Issues Coupon	FHLMC 2.75 5/9/2022-19	3134GTLU5	08/09/2019	08/09/2019	05/09/2022	0.00	0.00	16,293.75	16,293.75
001 - Water System Consolidated	Federal Agency Issues Coupon	FFCB 1.25 2/10/2020-16	3133EGQR9	08/10/2019	08/10/2019	02/10/2020	0.00	0.00	6,250.00	6,250.00
001 - Water System Consolidated	Federal Agency Issues Coupon	FHLB 2.6 5/14/2021-19	3130AGFB6	08/14/2019	08/14/2019	05/14/2021	0.00	0.00	68,445.00	68,445.00
001 - Water System Consolidated	Federal Agency Issues Coupon	FFCB 2.69 11/15/2023-19	3133EKL33	08/15/2019	08/15/2019	11/15/2023	0.00	0.00	142,637.25	142,637.25
001 - Water System Consolidated	Federal Agency Issues Coupon	FHLB 2 11/27/2020-18	3130ACTX2	08/16/2019	08/16/2019	11/27/2020	0.00	0.00	4,586.39	4,586.39
001 - Water System Consolidated	Federal Agency Issues Coupon	FHLMC 2.495 5/20/2020-19	3134GTQJ5	08/20/2019	08/20/2019	05/20/2020	0.00	0.00	6,237.50	6,237.50
001 - Water System Consolidated	Federal Agency Issues Coupon	FHLB Step 11/23/2020-17	3130A9XU0	08/23/2019	08/23/2019	11/23/2020	0.00	0.00	22,000.00	22,000.00
001 - Water System Consolidated	Federal Agency Issues Coupon	FHLMC Step 11/23/2020-17	3134GAWW0	08/23/2019	08/23/2019	11/23/2020	0.00	0.00	32,125.00	32,125.00
001 - Water System Consolidated	Federal Agency Issues Coupon	FHLB Step 5/24/2021-17	3130ABBG0	08/24/2019	08/24/2019	05/24/2021	0.00	0.00	17,015.63	17,015.63
001 - Water System Consolidated	Federal Agency Issues Coupon	FHLMC Step 8/24/2021-17	3134GAEM2	08/24/2019	08/24/2019	08/24/2021	0.00	0.00	90,000.00	90,000.00
001 - Water System Consolidated	Federal Agency Issues Coupon	FHLMC Step 11/25/2020-18	3134GB3T7	08/25/2019	08/25/2019	11/25/2020	0.00	0.00	11,250.00	11,250.00
001 - Water System Consolidated	Federal Agency Issues Coupon	FHLMC Step 8/25/2021-16	3134GACG7	08/25/2019	08/25/2019	08/25/2021	0.00	0.00	43,750.00	43,750.00
001 - Water System Consolidated	Federal Agency Issues Coupon	FHLMC Step 8/25/2021-17	3134G95P8	08/25/2019	08/25/2019	08/25/2021	0.00	0.00	50,000.00	50,000.00
001 - Water System Consolidated	Federal Agency Issues Coupon	FNMA 1.4 11/26/2019-16	3136G2YA9	08/26/2019	08/26/2019	11/26/2019	0.00	0.00	35,000.00	35,000.00
001 - Water System Consolidated	Federal Agency Issues Coupon	FHLMC 2.7 2/28/2023-19	3134GSCM5	08/28/2019	08/28/2019	02/28/2023	0.00	0.00	27,000.00	27,000.00
<b>Subtotal</b>									<b>851,416.07</b>	
007 - Wastewater Consolidated	Municipal Bonds	Brea CA Redevelopment Agency Successor Agency 1.62	106293CD3	08/01/2019	08/01/2019	08/01/2019	0.00	0.00	812.50	812.50
007 - Wastewater Consolidated	Municipal Bonds	Brea CA Redevelopment Agency Successor Agency 2.8/	106293CE1	08/01/2019	08/01/2019	08/01/2020	0.00	0.00	3,400.00	3,400.00
007 - Wastewater Consolidated	Municipal Bonds	Lynwood Unified School District 2.8/1/2019	551800GG4	08/01/2019	08/01/2019	08/01/2019	0.00	0.00	750.00	750.00
007 - Wastewater Consolidated	Federal Agency Issues Coupon	FNMA Step 5/18/2020-18	3136G3ME2	08/19/2019	08/19/2019	05/18/2020	0.00	0.00	1,125.00	1,125.00
007 - Wastewater Consolidated	Federal Agency Issues Coupon	FHLMC Step 8/24/2021-17	3134G92Q9	08/24/2019	08/24/2019	08/24/2021	0.00	0.00	20,000.00	20,000.00
007 - Wastewater Consolidated	Federal Agency Issues Coupon	FHLMC Step 8/24/2021-17	3134GAAJ3	08/24/2019	08/24/2019	08/24/2021	0.00	0.00	6,000.00	6,000.00
007 - Wastewater Consolidated	Federal Agency Issues Coupon	FHLMC 1.5 2/25/2021-16	3134GADG6	08/25/2019	08/25/2019	02/25/2021	0.00	0.00	1,687.50	1,687.50
007 - Wastewater Consolidated	Federal Agency Issues Coupon	FHLMC Step 11/25/2020-18	3134GB3T7	08/25/2019	08/25/2019	11/25/2020	0.00	0.00	2,615.63	2,615.63
007 - Wastewater Consolidated	Federal Agency Issues Coupon	FHLMC 1.3 8/28/2019-16	3134GAFY5	08/28/2019	08/28/2019	08/28/2019	0.00	0.00	9,750.00	9,750.00
007 - Wastewater Consolidated	Federal Agency Issues Coupon	FHLMC 2.4 11/28/2022-18	3134GBY63	08/28/2019	08/28/2019	11/28/2022	0.00	0.00	1,800.00	1,800.00
<b>Subtotal</b>									<b>47,940.63</b>	
009 - BACWA	Federal Agency Issues Coupon	FNMA Step 5/18/2020-18	3136G3ME2	08/19/2019	08/19/2019	05/18/2020	0.00	0.00	1,687.50	1,687.50
<b>Subtotal</b>									<b>1,687.50</b>	

0.00 0.00 901,044.20 901,044.20





**EAST BAY MUNICIPAL UTILITY DISTRICT**  
Monthly Interest Activity  
August 2019

Portfolio Name	Asset Class	Description	CUSIP/Ticker	Trade Date	Settlement Date	Maturity Date	Face Amount/Shares	Principal	Interest/Dividends	Total
<b>Interest Received (Reinvested)</b>										
001 - Water System Consolidated	CAMP CA Asset Mgmt Program	CAMP MM	CAMP6035	08/30/2019	08/30/2019	N/A	0.00	0.00	67,121.70	67,121.70
001 - Water System Consolidated	Money Market Mutual Funds	Federated MM	MM3767	08/30/2019	08/30/2019	N/A	0.00	0.00	38.03	38.03
								<b>Subtotal</b>		<b>67,159.73</b>
007 - Wastewater Consolidated	CAMP CA Asset Mgmt Program	CAMP MM	CAMP6035	08/30/2019	08/30/2019	N/A	0.00	0.00	42,312.09	42,312.09
007 - Wastewater Consolidated	Money Market Mutual Funds	Federated MM	MM3767	08/30/2019	08/30/2019	N/A	0.00	0.00	10.16	10.16
								<b>Subtotal</b>		<b>42,322.25</b>
065 - Water S2008A DSRF	Money Market Mutual Funds	Dreyfus MM	MM6999	08/02/2019	08/02/2019	N/A	0.00	0.00	5,531.50	5,531.50
								<b>Subtotal</b>		<b>5,531.50</b>
068 - Water 2010A DSRF	Money Market Mutual Funds	Dreyfus MM	MM2642	08/02/2019	08/02/2019	N/A	0.00	0.00	574.01	574.01
								<b>Subtotal</b>		<b>574.01</b>

0.00	0.00	115,587.49	115,587.49
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## EAST BAY MUNICIPAL UTILITY DISTRICT

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DATE: September 19, 2019

MEMO TO: Board of Directors

THROUGH: Alexander R. Coate, General Manager *ARC*

FROM: Sophia D. Skoda, Director of Finance *SDS*

SUBJECT: Fiscal Year 2020 Insurance Summary

### INTRODUCTION

The District's insurance policies have been renewed for the new fiscal year (FY). Limits of coverage, deductibles and self-insured retention (SIR) levels are periodically adjusted to take advantage of the cyclical nature of the insurance markets. This update is being provided to keep the Finance/Administration Committee apprised of conditions in the insurance market, and more specifically, District programs. This information will be reviewed with the Finance/Administration Committee on September 24, 2019.

### SUMMARY

As in past years, this report is specific to the five types of insurance policies carried by the District as illustrated in the attached chart. The cost of the property insurance policy represents approximately 46% of total premium costs; commercial general liability insurance represents 32% of total premium costs; and the cost of the three remaining lines of insurance represent 22% of total premium costs. The attached chart reflects a comparison of SIR/deductibles, limits, and premiums by category paid in FY19 and FY20. The overall cost of insurance in FY20 increased 1.41% over FY19, from \$1,422,212 to \$1,442,219. This is a \$20,007 total combined annual increase for all lines of insurance carried by the District. The market turned hard this year, and keeping overall premiums "flat" was a challenge when reinsurance costs skyrocketed for all carriers beginning January 1, 2019. Limiting the overall increase to under 2% is a success in this marketplace. This was possible due to the District's excellent loss history, the insurance brokers' aggressive marketing of the District's insurance program, and the continuation of a three-year premium guarantee in the property insurance policy. The District's insurance program has always been focused on providing cost-effective and broad coverage for large catastrophic losses while covering smaller losses through self-insurance and high deductibles.

### DISCUSSION

#### All Risk Property (Including Flood)

This year the property market was difficult due to major catastrophic losses in 2017 and 2018 from various hurricanes and wild fires. Reinsurance treaties increased premiums and the

marketplace is seeing double-digit increases. Negotiations in 2017 for a three-year property insurance policy term protected the District from this year's volatile property insurance market. Staff expects the premium to increase significantly in FY21, as high as 15 to 20 percent, upon expiration of the three-year term.

The All Risk Property Insurance Program is with American Home Assurance Company and provides a limit of \$200 million per occurrence with a \$500,000 deductible. The premium remained flat at \$666,500 in FY20. This is due to the three-year policy term negotiated in 2017. The policy also includes a \$25 million annual aggregate sublimit for flood coverage with a separate \$10 million sublimit for floods in Special Flood Hazard Areas (as defined by FEMA as areas of 100-year flooding) with a minimum \$1.5 million deductible per occurrence.

The District and its broker continue to be unable to find reasonably priced earthquake insurance but regularly check markets and options. As seen in prior years, the cost of earthquake coverage would more than double the price of the District's property insurance premium while providing very limited coverage. Consequently, earthquake insurance is not recommended at this time.

### **Excess Liability**

The Excess Liability Insurance Program provides a total limit of \$90 million per occurrence/aggregate with a \$10 million SIR. There was a 1.19% or \$5,523 increase in premium, from \$461,042 in FY19 to \$466,565 in FY20.

Negotiations were challenging this year as the liability market continues to be difficult with carriers limiting coverage or pulling out of the market due to the high number of sexual misconduct claims and high jury verdicts. Due to the District's excellent relationship with the marketplace and the broker's aggressive marketing, we were able to maintain the same limits and coverages with only a minor increase in premiums and fewer carriers. The \$90 million in coverage was provided by the following agencies: Allied at \$30 million in excess of the District's \$10 million SIR; Great American at \$25 million in excess of \$40 million; and Berkley at \$25 million in excess of \$75 million.

### **Excess Workers' Compensation**

The Excess Workers' Compensation Program is provided by Arch Insurance Company and pays all benefits required by California law (statutory limits) in excess of the District's \$5 million SIR. There was a 5.67% or \$9,771 increase in premium, from \$172,166 in FY19 to \$181,937 in FY20 due to an increase in the District's projected payroll. The workers' compensation marketplace continues to be challenging in California as no new carriers have entered the marketplace in recent years which limits competition.

### **Boiler & Machinery (Equipment Breakdown)**

The Boiler & Machinery Insurance is provided by Travelers Insurance Company and covers losses due to mechanical or electrical breakdown of covered equipment. The policy provides a

limit of \$25 million per occurrence with a \$25,000 deductible. The District came out of a three-year policy term and re-negotiated an additional three-year rate guarantee in 2019. The premium saw an increase from \$98,547 in FY19 to \$103,260 in FY20. This represents a 4.78%, or \$4,713 increase in premium. The increase was due to an increase in the District's Total Insurable Values.

### **Crime**

The Crime Insurance Policy provides a limit of \$10 million per occurrence with a \$25,000 deductible. The coverage is provided by Fidelity & Deposit at \$1 million in excess of the District's \$25,000 deductible and Great American at \$9 million in excess of the \$1 million policy and the \$25,000 deductible. The policies provide a \$6 million sublimit for Faithful Performance which covers losses arising out of the failure of an individual to faithfully execute duties required by company bylaws or those prescribed by law. The annual premium remained flat for FY20 at \$23,957. Last year the District's broker was able to negotiate a three-year policy term that is effective through March 31, 2021.

ARC:SDS:KKC

Attachment



# ATTACHMENT

## INSURANCE COMPARISON SUMMARY FY19 AND FY20

Insurance Type	Self-Insured Retention ((SIR)/Deductible)		Insurance Limits (Above SIR/Deductible)		Premium	
	FY19	FY20	FY19	FY20	FY19	FY20
1. All Risk Property	\$500K	\$500K	\$200 Mil	\$200 Mil		
Flood	\$1.5 Mil	\$1.5 Mil	\$25 Mil EXCEPT \$10 Mil in Special Flood Hazard Areas	\$25 Mil EXCEPT \$10 Mil in Special Flood Hazard Areas	\$666,500	\$666,500
Earthquake	Excluded	Excluded	Excluded	Excluded		
2. Excess Liability	\$10 Mil	\$10 Mil	\$90 Mil	\$90 Mil	\$461,042	\$466,565
3. Excess Workers' Compensation	\$5 Mil	\$5 Mil	Statutory Limits	Statutory Limits	\$172,166	\$181,937
4. Boiler and Machinery	\$25K	\$25K	\$25 Mil	\$25 Mil	\$98,547	\$103,260
Business Income	N/A	N/A				
	7 Days for Internal Combustion Engines including the associated Generator Sets	7 Days for Internal Combustion Engines including the associated Generator Sets				
	25 Days for Combustion Turbines and Hydro Turbines including the associated Generator Sets	25 Days for Combustion Turbines and Hydro Turbines including the associated Generator Sets				
5. Crime \$6M Sublimit for Faithful Performance	\$25K	\$25K	\$10 Mil	\$10 Mil	<u>\$23,957</u>	<u>\$23,957</u>
TOTAL ANNUAL PREMIUMS:					1,422,212	1,442,219





## EAST BAY MUNICIPAL UTILITY DISTRICT

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DATE: September 19, 2019

MEMO TO: Board of Directors

THROUGH: Alexander R. Coate, General Manager *ARC*

FROM: Sophia D. Skoda, Director of Finance *SDS*

SUBJECT: Proposed Fiscal Year 2020 (FY20) Financing Plan

### SUMMARY

The management and issuance of debt is an important element of the District's overall financial stability. Both the Water System and Wastewater System have a history of strong financial positions and prudent debt management, as evidenced by high credit ratings and strong investor demand for the District's bonds. During FY20, the District is proposing to undertake one debt-related transaction. While staff does not foresee the need to issue revenue bonds for the Water System or Wastewater System in FY20, the District does plan to extend the Wells Fargo liquidity facility supporting the Water System's Series 2008A-1 and A-4 Variable Rate Demand Bonds (approximately \$57 million). The existing liquidity facility expires on December 9, 2019. Staff will continue to pursue low-interest state and federal loans when available. Staff will also continue to monitor the market for opportunities to restructure existing debt for de-risking and debt service savings. Any refunding or restructuring opportunity would be brought to the Board for consideration.

- A presentation on this plan will be provided to the Finance/Administration Committee on September 24, 2019.

### DISCUSSION

The District's financing activities generally fall into three basic categories:

- A. Administration of Existing Debt Portfolio — The District's debt portfolio requires payment of debt service, payment of ongoing debt-related fees, periodic renewal or replacement of liquidity facilities, and ongoing continuing disclosure activities.
- B. New Money Issuance — The District finances its capital plan through a combination of cash on hand and the issuance of debt. Periodically, the District enters the debt markets to raise funds for capital needs. This debt is secured by the revenue the District receives. The District also pursues other financing sources like State Revolving Fund (SRF) loans or federal Water Infrastructure Finance and Innovation Act (WIFIA) loans.

- C. Market Opportunities — Changes in the financial markets may afford the District opportunities to achieve debt service savings and/or reduce certain risks of the debt portfolio.

The table below summarizes the planned financing transactions for FY20 in each of the three categories.

Description	Issue/Approximate Size	Date of Board Action	Pricing or Issuance Date
<b>Administration of Existing Debt Portfolio</b>			
1. Extend Wells Fargo Standby Bond Purchase Agreement for the Series 2008A-1 and A-4 VRDBs	\$57 million	10/22/2019	11/30/2019
<b>New Money Issuance</b>			
2. No new money revenue bond issues in FY20 anticipated	Water: None Wastewater: None	TBD	TBD
3. Pursue State Revolving Fund or WIFIA loans	As appropriate	TBD	TBD
<b>Market Opportunities</b>			
4. Issue refunding and de-risking financings	Based on market opportunities	TBD	TBD

#### **A. Administration of Existing Debt Portfolio**

##### **Transaction:**

- Extend Wells Fargo Standby Bond Purchase Agreement for the Water System Revenue Bonds Series 2008A-1 and A-4 (Variable Rate Demand Bonds)*

The District's Series 2008A Water System Revenue Bonds are Variable Rate Demand Bonds (VRDBs) which are remarketed weekly. The bonds are divided into four subseries: A-1, A-2, A-3, and A-4. Each subseries is supported by a liquidity facility, known as a standby bond purchase agreement (SBPA), to cover any failed remarketings of the bonds. The Wells Fargo SBPA covers the \$32.4 million Series 2008A-1 and \$24.3 million 2008A-4 VRDBs, totaling approximately \$56.7 million. The original agreement was executed in January 2013. In November 2016, the agreement was extended to December 9, 2019. The SBPA must now be extended or replaced prior to December 9, 2019.

Wells Fargo has proposed a three year extension at an annual cost of 30 basis points (0.30%). The fee is higher than the original 27 basis point fee established in 2013. However, the District's financial advisor, Montague DeRose and Associates (Montague), has analyzed the fee and considers it low in the current market environment based on proposals Montague has received for other clients during 2018 and 2019. The fee also matches the District's Bank of America commercial paper liquidity facility which was renewed in late 2018. Finally, Montague notes that changing liquidity providers, rather than extending with the current provider, would result in higher transaction costs of about \$110,000 due to the additional legal and advisory work involved in developing a new agreement. A new liquidity provider would have to propose a fee as low as 23.5 basis points to offset the additional cost of a liquidity substitution. Montague believes it is very unlikely that another bank could provide a proposed fee this low. Based on this analysis, staff will pursue an extension of the existing agreement with Wells Fargo.

Staff will bring the documents related to the extension to the Finance/Administration Committee Meeting and Board Meeting on October 22, 2019.

## **B. New Money Issuance – Financing Capital Plan**

### **Transaction:**

2. *No new money revenue bond issues in FY20 anticipated*
3. *Pursue State Revolving Fund and WIFIA loans*

### **2. No new money revenue bond issues in FY20 anticipated**

In the FY20 and FY21 budget the District forecasted approximately \$1.9 billion of total capital expenditures in the Water System for the five-year period through FY24. Bond-funded new money needs for the Water System over this period were expected to be approximately \$937 million. The most recent Water Revenue Bond issue in June 2019 provided \$200 million in capital funding for FY19 and FY20. The current budget projects debt needs of \$160 million for FY21. Given the strong FY19 year-end financial results and the recent June 2019 bond issue, staff does not currently anticipate needing to issue new money water revenue bonds in FY20.

For the Wastewater System, the FY20 and FY21 budget forecasts approximately \$235 million of total capital expenditures for the five-year period through FY24. The budget projects no bond proceeds needed in FY20 or FY21 to pay for capital projects. This is due in part to recent high capacity charge revenues and corresponding high reserve levels.

### **3. Pursue State Revolving Fund and WIFIA loans**

While revenue bonds remain the District's primary source of debt, staff also seeks alternative sources of cost-effective debt funding. Currently the State Water Resources Control Board's (SWRCB) State Revolving Fund program offers loans at low interest rates. While loan applications and administration require a significant amount of staff time and the loans are not guaranteed to be approved by the SWRCB, if approved, they offer a way for the District to save

on interest costs. The interest rate for SRF loans is set annually based on one half of the State's general obligation bond rate.

The District entered into two Water System SRF loans in 2017 for the South Reservoir Replacement Project and the MacArthur Davenport Pipeline Replacement Project. The District will be requesting disbursements under these loan agreements in FY20. The District also submitted a loan application for the Wastewater System for the Third Street Interceptor Project for \$27.3 million. According to the SWRCB, the project has made it on the fundable list for FY20. However, due to a backlog of Wastewater SRF projects from FY19, the SWRCB cannot specify when this loan can be funded. Staff will continue discussions with the SWRCB on the status of the loan application.

Staff is also exploring the use of federal Water Infrastructure Finance and Innovation Act (WIFIA) loans for lower cost borrowing. The interest rate on a WIFIA loan is based on U.S. Treasury rates. While this rate would likely be above that of an SRF loan, it could be below the District's long term revenue bond borrowing costs. WIFIA loans can also offer greater repayment flexibility and longer terms compared with typical revenue bonds. In FY20, staff will work to consider a programmatic approach to future state and federal loans.

### **C. Market Opportunities – Achieving Debt Service Savings/De-risk Debt Portfolio**

#### **Transaction:**

#### ***4. Issue refunding and de-risking financings***

In recent years the Board has authorized bond financings resulting in a successful program of reducing both cost and risk while simplifying the debt portfolio. As a result, only 3.7 percent (\$105.3 million) of the Water debt portfolio remains as variable rate debt hedged with interest rate swaps (synthetically fixed), and the Wastewater debt portfolio contains no synthetically fixed debt. Staff will continue to monitor the market to identify opportunities for de-risking and/or refunding for savings. Should any such opportunities prove attractive, they will be brought to the Board for consideration.

### **NEXT STEPS**

The proposed financing plan for FY20 will be presented to the Board for consideration at its regular meeting on September 24, 2019.

ARC:SDS:RH

## EAST BAY MUNICIPAL UTILITY DISTRICT

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DATE: September 19, 2019

MEMO TO: Board of Directors

THROUGH: Alexander R. Coate, General Manager *ARC*

FROM: Barry N. Gardin, Internal Auditor Supervisor *BNG*

SUBJECT: Review of Revisions to District Policies

### BACKGROUND

To ensure District operations and business practices remain consistent with Board objectives and priorities, Department Directors review District policies within their area of responsibility every two years to consider whether any organizational, regulatory, or other changes necessitate modification. If any policy modifications are warranted, they are forwarded to the Board for consideration and approval.

### DISCUSSION

Staff has determined six policies listed below warrant modification to clarify responsibilities, include key definitions, delineate responsibilities, eliminate language, recognize the Retirement Board authority, and more accurately reflect current operating practices. These policies will be reviewed at the Finance/Administration Committee meeting on September 24, 2019.

#### Policies Recommended for Revision

##### **1. Policy 3.03 – Community Fire Flow Improvement Program**

This policy is being modified to clarify cost-sharing responsibilities between the District and local government agencies for fire flow improvements.

##### **2. Policy 4.19 – Travel**

This policy is being modified to clearly define employees' base of operation for determining travel, remove Resolution 33414-04 as it does not reference Policy 4.19, and add a reference to Policy 4.15 – Reimbursement of Employee Expenses.

**3. Policy 7.01 – Aqueduct and Distribution Pipeline Rights-of-Way Maintenance**

This policy is being modified to include distribution pipeline as a consideration in rights-of-way maintenance.

**4. Policy 7.03 – Emergency Preparedness/Business Continuity**

This policy is being modified to add a definition of emergency to better align with the California Governor's Office of Emergency Services and Federal Emergency Management Agency (FEMA) definitions to ensure the distinction between emergency and recovery activities; and move Emergency Operations Director (EOD) duties to the EOD section.

**5. Policy 7.10 – Source Water Quality**

This policy is being modified to eliminate extraneous language.

**6. Policy 7.15 – Climate Action**

This policy is being modified to recognize the Retirement Board's authority to consider sustainable and environmental factors in managing the District's retirement portfolio and making investment decisions.

**UNION NOTIFICATION**

Employee Relations has reviewed all of the policy changes to determine the necessity for union review and as deemed necessary has reviewed the changes that affect wages, hours and working conditions with the represented groups.

**FISCAL IMPACT**

These policy changes have no identified fiscal impact.

**ALTERNATIVE**

**Do not update these policies.** This alternative is not recommended because it would leave policies in place that do not reflect current operating practices and are not consistent with Board directives.

**Attachments**



# Policy 3.03R

EFFECTIVE [24 SEP 19](#)

~~26 SEP 17~~

SUPERSEDES [26 SEP 17](#)

~~27 SEP 11~~

## COMMUNITY FIRE FLOW IMPROVEMENT PROGRAM

### IT IS THE POLICY OF EAST BAY MUNICIPAL UTILITY DISTRICT TO:

Work with service area government agencies and communities to support financing and implementation of community-initiated substantial fire flow improvements to the water distribution system where technically and operationally feasible.

#### Purpose

To provide for improvements to EBMUD's water distribution infrastructure that will meet the local public agencies' goals to increase fire flow, while at the same time continuing to provide high quality water service to the customers.

Responsibility for improvements shall be allocated in accordance with the following criteria:

- ~~EBMUD's cost responsibility will be based on maintaining the as-designed capacity of the pipelines. This will be presumed to be 500 gallons per minute unless other acceptable documentation is available.~~
- Local government agencies will be responsible for the costs to improve pipelines to meet modern fire flow standards above the as-designed pipeline capacity. The as-designed capacity of the pipelines, for the purpose of cost-sharing, will be presumed to be 500 gallons per minute unless other acceptable documentation is available. ~~These~~ improvement costs will include planning, design, construction and extraordinary operations and maintenance costs associated with the improvements.
- EBMUD's share of the community-initiated improvement costs ~~responsibility~~ will be based on maintaining the as-designed capacity of the pipelines.
- EBMUD will not, as the only participating agency, undertake system modifications solely to improve fire flow.
- EBMUD will size new pipeline segments to meet current fire flow standards, where feasible, when individual pipeline segments are improved to address infrastructure maintenance or pipeline relocation needs.
- Any fire flow improvements must be designed in such a way as to avoid any degrading of water quality or impact to EBMUD's operational flexibility or ability to provide a reliable, high quality water supply.

#### EBMUD Assistance

At the request of local government agencies, EBMUD will work with those entities to assess the need for, and cost of, fire flow improvements. When fire flow improvements within EBMUD's service area are identified as a community priority, EBMUD may provide assistance to local government agencies in their fire flow improvement efforts by:

- Maintaining a community fire flow improvement loan program totaling \$25 million which will be available to finance identified improvements. Total loans outstanding shall not exceed \$25 million. The financing provided will be subject to a fixed interest rate that would be equivalent to EBMUD's estimated

cost of borrowing at the time the financing is executed. A range for the rate may be provided at the time of the local government agency's request for financial assistance, but the actual rate will be fixed at the time the financing is executed. The rate will be based on the financial markets at the time the financing is executed and determined by factors outside of EBMUD's control so therefore cannot be guaranteed in advance. Any financing provided will include sufficient contingency to protect EBMUD ratepayers from unforeseen cost increases.

- Overseeing the design and construction of all fire flow improvements.

Assistance to local government agencies will be provided at EBMUD's discretion subject to the following conditions being met by the local government agencies:

- Providing EBMUD with a written request to undertake the improvements detailing the public benefits to be derived from implementation of the fire flow improvements.
- Establishing a dedicated revenue stream that will be adequate to repay EBMUD's fire flow improvement loan consistent with its terms, including the specified number of years of the repayment period, but not to exceed 20 years.
- Obtaining local support for a community financing plan, which may be evidenced either by implementing a tax via a successful vote of the residents or by passing a special assessment district procedure. The local government agency and community are responsible for any public outreach efforts necessary to establish local support.
- Agreeing to defend any challenges to the revenue methods and to guarantee payment to EBMUD for any fire flow improvements made, including in the event of a successful challenge.
- Executing an implementation agreement that details all responsibilities and financial arrangements.

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**Authority**

Resolution No. 33300-02, April 9, 2002  
Amended by Resolution No. 33646-07, December 11, 2007  
Amended by Resolution No. 33732-09, October 27, 2009  
Amended by Resolution No. 33841-11, September 27, 2011  
Amended by Resolution No. 35061-17, September 26, 2017  
Amended by Resolution No. xxxxx-19, September 24, 2019

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# Policy 3.03

EFFECTIVE 24 SEP 19

SUPERSEDES 26 SEP 17

## COMMUNITY FIRE FLOW IMPROVEMENT PROGRAM

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### IT IS THE POLICY OF EAST BAY MUNICIPAL UTILITY DISTRICT TO:

Work with service area government agencies and communities to support financing and implementation of community-initiated substantial fire flow improvements to the water distribution system where technically and operationally feasible.

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#### **Purpose**

To provide for improvements to EBMUD's water distribution infrastructure that will meet the local public agencies' goals to increase fire flow, while at the same time continuing to provide high quality water service to the customers.

Responsibility for improvements shall be allocated in accordance with the following criteria:

- Local government agencies will be responsible for the costs to improve pipelines to meet modern fire flow standards above the as-designed pipeline capacity. The as-designed capacity of the pipelines, for the purpose of cost-sharing, will be presumed to be 500 gallons per minute unless other acceptable documentation is available. The improvement costs will include planning, design, construction and extraordinary operations and maintenance costs associated with the improvements.
  - EBMUD's share of the community-initiated improvement costs will be based on maintaining the as-designed capacity of the pipelines.
  - EBMUD will not, as the only participating agency, undertake system modifications solely to improve fire flow.
  - EBMUD will size new pipeline segments to meet current fire flow standards, where feasible, when individual pipeline segments are improved to address infrastructure maintenance or pipeline relocation needs.
  - Any fire flow improvements must be designed in such a way as to avoid any degrading of water quality or impact to EBMUD's operational flexibility or ability to provide a reliable, high quality water supply.
- 

#### **EBMUD Assistance**

At the request of local government agencies, EBMUD will work with those entities to assess the need for, and cost of, fire flow improvements. When fire flow improvements within EBMUD's service area are identified as a community priority, EBMUD may provide assistance to local government agencies in their fire flow improvement efforts by:

- Maintaining a community fire flow improvement loan program totaling \$25 million which will be available to finance identified improvements. Total loans outstanding shall not exceed \$25 million. The financing provided will be subject to a fixed interest rate that would be equivalent to EBMUD's estimated cost of borrowing at the time the financing is executed. A range for the rate may be provided at the time of the local government agency's request for financial assistance, but the actual rate will be fixed at the time the financing is executed. The rate will be based on the financial markets at the time the financing is executed and determined by factors outside of EBMUD's control

so therefore cannot be guaranteed in advance. Any financing provided will include sufficient contingency to protect EBMUD ratepayers from unforeseen cost increases.

- Overseeing the design and construction of all fire flow improvements.

Assistance to local government agencies will be provided at EBMUD's discretion subject to the following conditions being met by the local government agencies:

- Providing EBMUD with a written request to undertake the improvements detailing the public benefits to be derived from implementation of the fire flow improvements.
- Establishing a dedicated revenue stream that will be adequate to repay EBMUD's fire flow improvement loan consistent with its terms, including the specified number of years of the repayment period, but not to exceed 20 years.
- Obtaining local support for a community financing plan, which may be evidenced either by implementing a tax via a successful vote of the residents or by passing a special assessment district procedure. The local government agency and community are responsible for any public outreach efforts necessary to establish local support.
- Agreeing to defend any challenges to the revenue methods and to guarantee payment to EBMUD for any fire flow improvements made, including in the event of a successful challenge.
- Executing an implementation agreement that details all responsibilities and financial arrangements.

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**Authority**

Resolution No. 33300-02, April 9, 2002  
Amended by Resolution No. 33646-07, December 11, 2007  
Amended by Resolution No. 33732-09, October 27, 2009  
Amended by Resolution No. 33841-11, September 27, 2011  
Amended by Resolution No. 35061-17, September 26, 2017  
Amended by Resolution No. xxxxx-19, September 24, 2019

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# Policy 4.19R

EFFECTIVE [24 SEP 19](#)  
~~24 SEP 13~~

SUPERSEDES [24 SEP 13](#)  
~~23 MAR 04~~

## TRAVEL

### IT IS THE POLICY OF THE EAST BAY MUNICIPAL UTILITY DISTRICT TO:

Limit travel outside the boundaries of the District (or the employee's [normal area of operations](#)~~regular headquarters~~) to those cases which are necessary for the effective performance of ~~public~~-[District](#) business, and require that travel be performed by the most direct and economical means consistent with the effective performance of ~~public~~-[District](#) business.

<b>Travel Approval</b>	<ul style="list-style-type: none"><li>• Advance approval of the General Manager or designee is required for travel performed by an employee to points outside the State of California.</li><li>• Advance approval by a department director or division manager is required for travel performed by an employee outside the boundaries of the District (or the employee's <a href="#">normal area of operations</a><del>regular headquarters</del>), but within the State of California.</li></ul>
<b>Reimbursement</b>	Reimburse employees for actual expenses or District approved per diem rate incurred while in travel status in accordance with the applicable procedures.
<b>Authority</b>	Motion No. 020-94, January 25, 1994 <del>As amended by Resolution 33414-04, March 23, 2004</del> As amended by Resolution 33941-13, September 24, 2013 <a href="#">As amended by Resolution xxxxx-19, September 24, 2019</a>
<b>References</b>	<a href="#">Policy 4.15 – Reimbursement of Employee Expenses</a> Procedure 438 – Reimbursement of Employee Business Expenses



# Policy 4.19

EFFECTIVE 24 SEP 19

SUPERSEDES 24 SEP 13

## TRAVEL

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### IT IS THE POLICY OF THE EAST BAY MUNICIPAL UTILITY DISTRICT TO:

Limit travel outside the boundaries of the District (or the employee's normal area of operations) to those cases which are necessary for the effective performance of District business, and require that travel be performed by the most direct and economical means consistent with the effective performance of District business.

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<b>Travel Approval</b>	<ul style="list-style-type: none"><li>• Advance approval of the General Manager or designee is required for travel performed by an employee to points outside the State of California.</li><li>• Advance approval by a department director or division manager is required for travel performed by an employee outside the boundaries of the District (or the employee's normal area of operations), but within the State of California.</li></ul>
<b>Reimbursement</b>	Reimburse employees for actual expenses or District approved per diem rate incurred while in travel status in accordance with the applicable procedures.
<b>Authority</b>	Motion No. 020-94, January 25, 1994 As amended by Resolution 33941-13, September 24, 2013 As amended by Resolution xxxxx-19, September 24, 2019
<b>References</b>	Policy 4.15 – Reimbursement of Employee Expenses Procedure 438 – Reimbursement of Employee Business Expenses

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# Policy 7.01R

EFFECTIVE 24 SEP 19  
24 NOV 15

SUPERSEDES 24 NOV 15  
24 APR 12

## AQUEDUCT ~~INTEGRITY~~ AND DISTRIBUTION PIPELINE RIGHTS-OF-WAY MAINTENANCE

### IT IS THE POLICY OF EAST BAY MUNICIPAL UTILITY DISTRICT TO:

Maintain the integrity of the raw water aqueducts and the ~~aqueducts~~ distribution pipeline rights-of-way (fee-owned and easement established) in order to ensure:

- Safety and reliability of water supply, and the rights and obligations of the District;
- Protection against fire;
- Protection against erosion;
- Protection against trespassing by individuals or unauthorized encroachment; and
- Fast recovery from emergencies.

#### **Rights-of-Way Use Restrictions**

Protect against trespassing by use of control measures such as gates across rights-of-way to ensure both operational requirements and the rights of other property owners are met.

With prior District approval, allow use of the rights-of-way for public trail purposes by public agencies provided such use will lessen maintenance work performed by the District with due regard for District liability, safety of pipelines, and maintenance of access roads.

Where possible, secure relinquishment of surface rights from their present owners in exchange for other rights requested by those owners where such exchanges are in the best interests of the District.

Allow the use of District aqueduct rights-of-way by others only under the terms of a written agreement.

Prohibit uses incompatible with the District's property rights, operation and maintenance of the aqueducts and distribution pipelines, or that potentially impact the District's assets. These prohibitions generally include but are not limited to:

- Use of District aqueduct or distribution pipeline properties by others as a condition to meet city/county zoning requirements or to obtain any land use permit, approval, or entitlement affecting properties not owned by the District.
- Third party building or portions of buildings constructed on aqueduct or distribution pipeline property.
- Unauthorized nNon-District vehicular parking by others over aqueducts or distribution pipelines.
- Interference with gravity drainage of District ~~raw-water~~ aqueduct or distribution pipeline property. Drainage facilities shall be provided outside District property to assure adequate drainage is maintained.

#### **Raw Water Aqueducts**

Plan for and implement the repair, refurbishment, and replacement of the aqueducts including a secure Delta tunnel.

**Integrity**

Ensure that all uses of aqueduct rights-of-way accommodate future construction of replacement aqueducts, additional aqueducts, and potential improvements to the aqueducts.

Ensure construction from any proposed third party project that passes under, over, or through a fee-owned or easement established aqueduct right-of-way is evaluated in detail for potential impacts, and mitigations are identified and implemented to the level of no significant impact.

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**Authority**

Resolution No. 14,620, January 26, 1951  
As amended by Resolution No. 33027-02, September 24, 2002  
As amended by Resolution No. 33443-04, September 28, 2004  
As amended by Resolution No. 33564-06, November 14, 2006  
As amended by Resolution No. 33780-10, September 14, 2010  
As amended by Resolution No. 33871-12, April 24, 2012  
As amended by Resolution No. 34059-15, November 24, 2015  
As amended by Resolution No. xxxxx-19, September 24, 2019

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**References**

Policy 9.06 – Bay-Delta Protection  
Procedure 718 – Raw Water Aqueduct Right-of-Way Non-Aqueduct Uses

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# Policy 7.01

EFFECTIVE 24 SEP 19

SUPERSEDES 24 NOV 15

## AQUEDUCT AND DISTRIBUTION PIPELINE RIGHTS-OF-WAY MAINTENANCE

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### IT IS THE POLICY OF EAST BAY MUNICIPAL UTILITY DISTRICT TO:

Maintain the integrity of the raw water aqueducts and the distribution pipeline rights-of-way (fee-owned and easement established) in order to ensure:

- Safety and reliability of water supply, and the rights and obligations of the District;
  - Protection against fire;
  - Protection against erosion;
  - Protection against trespassing by individuals or unauthorized encroachment; and
  - Fast recovery from emergencies.
- 

#### **Rights-of-Way Use Restrictions**

Protect against trespassing by use of control measures such as gates across rights-of-way to ensure both operational requirements and the rights of other property owners are met.

With prior District approval, allow use of the rights-of-way for public trail purposes by public agencies provided such use will lessen maintenance work performed by the District with due regard for District liability, safety of pipelines, and maintenance of access roads.

Where possible, secure relinquishment of surface rights from their present owners in exchange for other rights requested by those owners where such exchanges are in the best interests of the District.

Allow the use of District aqueduct rights-of-way by others only under the terms of a written agreement.

Prohibit uses incompatible with the District's property rights, operation and maintenance of the aqueducts and distribution pipelines, or that potentially impact the District's assets. These prohibitions generally include but are not limited to:

- Use of District aqueduct or distribution pipeline properties by others as a condition to meet city/county zoning requirements or to obtain any land use permit, approval, or entitlement affecting properties not owned by the District.
  - Third party building or portions of buildings constructed on aqueduct or distribution pipeline property.
  - Unauthorized non-District vehicular parking by others over aqueducts or distribution pipelines.
  - Interference with gravity drainage of District aqueduct or distribution pipeline property. Drainage facilities shall be provided outside District property to assure adequate drainage is maintained.
- 

#### **Raw Water Aqueduct Integrity**

Plan for and implement the repair, refurbishment, and replacement of the aqueducts including a secure Delta tunnel.

Ensure that all uses of aqueduct rights-of-way accommodate future construction of replacement aqueducts, additional aqueducts, and potential improvements to the aqueducts.

Ensure construction from any proposed third party project that passes under, over, or through a fee-owned or easement established aqueduct right-of-way is evaluated in detail for potential impacts, and mitigations are identified and implemented to the level of no significant impact.

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**Authority**

Resolution No. 14,620, January 26, 1951  
As amended by Resolution No. 33027-02, September 24, 2002  
As amended by Resolution No. 33443-04, September 28, 2004  
As amended by Resolution No. 33564-06, November 14, 2006  
As amended by Resolution No. 33780-10, September 14, 2010  
As amended by Resolution No. 33871-12, April 24, 2012  
As amended by Resolution No. 34059-15, November 24, 2015  
As amended by Resolution No. xxxxx-19, September 24, 2019

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**References**

Policy 9.06 – Bay-Delta Protection  
Procedure 718 – Raw Water Aqueduct Right-of-Way Non-Aqueduct Uses

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## EMERGENCY PREPAREDNESS/BUSINESS CONTINUITY

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### IT IS THE POLICY OF EAST BAY MUNICIPAL UTILITY DISTRICT TO:

Ensure the District can respond to and recover from emergencies and disruptive incidents. The District will create and maintain an active Emergency Preparedness Program that includes an Emergency Operations Plan (EOP) written and administered to help manage the District's critical operations during any emergency and protect people, property, and the environment. The District will coordinate the emergency planning and response with federal, state, and local agencies and private entities charged with emergency duties. The District will also create and maintain a Business Continuity Program Plan (BCPP) to minimize impacts to critical business functions and enhance its capability to recover operations expediently and successfully following a disruptive incident.

The EOP and BCPP will include provisions to:

- Make employee and community life safety the highest priority.
- Anticipate, prevent, protect against, and mitigate the greatest risks to the extent practicable.
- Periodically review the plans and incorporate lessons learned from exercises, incidents, and industry.
- Comply with all applicable legal requirements and be consistent with state and federal guidance.

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#### Emergency

An emergency includes actual or threatened existence of conditions of disaster or extreme peril to critical District operations, its infrastructure, and/or the health and safety of staff or the public. These conditions may be caused by an earthquake, power outage, dam failure, freeze, water supply contamination, national security incident, storm event, and other conditions that may be beyond the capability of District forces and may require support from other government agencies, non-profit organizations, or the private sector.

An exigency is something that is necessary in a particular situation that requires or demands immediate aid or action. An emergency is an unexpected and unusually dangerous situation that calls for immediate action or urgent need for assistance or relief.

A key distinction between "emergency" and "exigency" is an emergency will typically involve a threat to life, public health or safety, improved property, and/or some other form of dangerous situation whereas an exigency is not necessarily so limited. The Federal Emergency Management Agency's (FEMA's) determination of whether an emergency or exigency exists is not based on whether the Board declared an emergency, only the facts surrounding the situation.

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#### Emergency Preparedness Program

The District's Emergency Preparedness Program shall include an EOP written and administered in accordance with the guidelines of the National Response Framework (NRF), the National Incident Management System (NIMS), and the California Standardized Emergency Management System (SEMS). In accordance with NIMS and SEMS, the Emergency Preparedness Program will consist of five areas of readiness: prevention, protection, mitigation, response, and recovery. The EOP will describe the District's emergency response organization based on NIMS; include guidelines for identifying and training District staff in NIMS; designate District staff to critical positions identified in the EOP, and designate staff to represent the District in negotiations or consultations with public and private agencies on matters pertaining to response to the emergency and recovery of damaged systems and financial costs. The Regulatory Compliance Office will facilitate progress on this program.

**Authorization of  
Contracts During  
District  
Emergencyies  
Response and  
Reporting of  
Emergency  
Contracts**

When an emergency condition arises that necessitates immediate action to minimize damage and inconvenience resulting from such condition, the General Manager or his or her designee, in consultation with the President of the Board of Directors, ~~or their~~ designee, may declare a District emergency. The Board may also declare a District emergency under the Municipal Utilities District Act (Public Utilities Code) Section 12753. The General Manager or his or her designee is authorized, after a District-declared emergency, to enter into emergency contracts not to exceed \$350,000, per contract, without bids or notice during the emergency response period. The Board shall meet to ratify the declaration of emergency by the General Manager as soon as possible after the declaration, but no later than 14 days following such declaration.

At the next regular or special meeting of the Board of Directors following such emergency, a report shall be made to the Board of Directors summarizing ~~all expenditures made and~~ contracts executed in response to said emergency. Periodic reports on the status of response and additional contracts ~~and expenditures~~ shall be provided to the Board of Directors until the emergency is concluded. The emergency declaration will remain in effect until formal Board action is taken to conclude the emergency.

Note that under federal law (2 C.F.R. 200.320(f)(2)) for procurement that may be reimbursed by the federal government, procurement by noncompetitive proposals through solicitation of a proposal from only one source may be used only when a public exigency or emergency will not permit a delay resulting from competitive solicitation.

~~The Emergency Operations Director (EOD) or designee is authorized to take all necessary action to apply for incoming state or federal resources and to represent the District in requesting/negotiating for the needed resources.~~

**Emergency  
Operations  
Director**

The District's EOP will identify a District ~~manager~~ Director or member of the Senior Management Team (SMT) to serve as the Emergency Operations Director (EOD) who will have the authority for developing plans, training staff and managing the District's response to an emergency through the Emergency Operations Team (EOT). The EOT will be structured consistent with the NIMS in sections managed by Section Chiefs. In consultation with the General Manager, the EOD will identify staff to fulfill the planning and response duties listed in the EOP. As the need arises, the EOD may direct all staff or material resources of the District to combat the effects of a threatened, declared or actual emergency. In an emergency, the EOD may delegate approval authority to the EOT Section Chiefs up to ~~\$780,000~~ for material purchases and up to \$30,000 for services.

The EOD or his or her designee is authorized to take all necessary action to apply for incoming state or federal resources and to represent the District in requesting/negotiating for the needed resources.

**Mutual Aid/  
Assistance**

The General Manager, EOD, and their designees, in accordance with the EOP, may either request mutual aid/assistance from other local government agencies, including public and private water and wastewater utilities, or commit District resources to other agencies requesting aid. The General Manager may sign appropriate documents to implement mutual aid/assistance, emergency interties, and other emergency response agreements.

**Business  
Continuity  
Program**

The District provides products and services that support the economic, human, and environmental health of the East Bay. Therefore, the District must have a program that facilitates the performance of essential functions during an emergency situation that disrupts normal operations and/or the timely resumption of normal operations once the emergency has ended. The District will maintain a BCPP consistent with federal, state, and industry guidance that provides the overall framework for the program and outlines the basic priorities for recovery of business functions in individual departmental or division Business Continuity Plans (BCPs). The Regulatory Compliance Office will manage the program and maintain the BCPP. Individual BCPs outline the critical functions that must be performed before, during, and after an event; identify the personnel responsible for completing the necessary actions; and list the vital records, equipment, supplies, tools and systems required to accomplish the identified tasks. The departments are responsible for ensuring that their BCPs are maintained, employees trained, plans tested, and their vital records necessary to maintain operations are available. Vital records include all information and records that if lost, would place significant financial, operational, or legal restrictions on the continuation of District services.

**Continuity of  
Management**

All of the District's BCPs, including that of the Office of the General Manager, will designate ~~at least up to~~ three successors ~~to serve in the event to critical staff with a clear process and criteria as to when succession is to occur~~there is an activation of the EOT so day-to-day operations may continue. In the event the primary critical staff person is unable to respond to an emergency, the designee, in the order listed, may assume all the duties and powers of the primary critical staff person.

**Status Reports**

The General Manager will provide periodic Emergency Preparedness Program and Business Continuity Program progress reports to the Board of Directors, as necessary, and the District's response to a declared District emergency, when applicable.

**Board of Directors  
Succession Plan**

Each Board Member shall designate no more than three Standby Officers to serve in his or her place in the event of the Board Member's unavailability in an emergency, as defined by the California Emergency Services Act (CESA). Upon appointment by the Board through a Board Resolution, the Standby Officer shall take the oath of office, remain informed of the duties, District business, and be prepared to immediately report for duty during an emergency. The General Manager will determine the availability of the Board Members in an emergency. The Board will fill the vacancies in accordance with the Municipal Utility District Act and CESA within 60 days of the effective date of the vacancy. Details of this process will be documented in the General Manager's BCP. The list of Standby Officers shall be approved by Board Resolution and reviewed on an annual basis.

**Authority**

Resolution No. 33014-96, November 12, 1996  
As amended by Resolution No. 33027-02, September 24, 2002  
As amended by Resolution No. 33460-05, February 8, 2005  
As amended by Resolution No. 33564-06, November 14, 2006  
As amended by Resolution No. 33703-09, February 24, 2009  
As amended by Resolution No. 33793-10, November 23, 2010  
As amended by Resolution No. 33904-12, November 27, 2012  
As amended by Resolution No. 33941-13, September 24, 2013  
As amended by Resolution No. 34052-15, September 22, 2015  
As amended by Resolution No. 34094-16, July 26, 2016  
As amended by Resolution No. 35037-17, May 23, 2017  
[As amended by Resolution No. 35098-18, June 26, 2018](#)  
[As amended by Resolution No. xxxxx-19, September 24, 2019](#)

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**References**

Business Continuity Program Plan  
California Emergency Services Act (CESA), Government Code 8635 *et seq.*  
District Emergency Operations Plan  
[FEMA Procurement Guidance](#)  
Municipal Utility District Act – Section 12753  
National Incident Management System  
National Preparedness Goal  
National Response Framework  
Policy 7.13 – Security  
Procedure 415 – Emergency Purchases  
Standardized Emergency Management System

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## EMERGENCY PREPAREDNESS/BUSINESS CONTINUITY

---

### IT IS THE POLICY OF EAST BAY MUNICIPAL UTILITY DISTRICT TO:

Ensure the District can respond to and recover from emergencies and disruptive incidents. The District will create and maintain an active Emergency Preparedness Program that includes an Emergency Operations Plan (EOP) written and administered to help manage the District's critical operations during any emergency and protect people, property, and the environment. The District will coordinate the emergency planning and response with federal, state, and local agencies and private entities charged with emergency duties. The District will also create and maintain a Business Continuity Program Plan (BCPP) to minimize impacts to critical business functions and enhance its capability to recover operations expediently and successfully following a disruptive incident.

The EOP and BCPP will include provisions to:

- Make employee and community life safety the highest priority.
  - Anticipate, prevent, protect against, and mitigate the greatest risks to the extent practicable.
  - Periodically review the plans and incorporate lessons learned from exercises, incidents, and industry.
  - Comply with all applicable legal requirements and be consistent with state and federal guidance.
- 

### Emergency

An emergency includes actual or threatened existence of conditions of disaster or extreme peril to critical District operations, its infrastructure, and/or the health and safety of staff or the public. These conditions may be caused by an earthquake, power outage, dam failure, freeze, water supply contamination, national security incident, storm event, and other conditions that may be beyond the capability of District forces and may require support from other government agencies, non-profit organizations, or the private sector.

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A key distinction between "emergency" and "exigency" is an emergency will typically involve a threat to life, public health or safety, improved property, and/or some other form of dangerous situation whereas an exigency is not necessarily so limited. The Federal Emergency Management Agency's (FEMA's) determination of whether an emergency or exigency exists is not based on whether the Board declared an emergency, only the facts surrounding the situation.

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### Emergency Preparedness Program

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**Authorization of  
Contracts During  
District Emergency  
Response and  
Reporting of  
Emergency  
Contracts**

When an emergency condition arises that necessitates immediate action to minimize damage and inconvenience resulting from such condition, the General Manager or his or her designee, in consultation with the President of the Board of Directors or their designee, may declare a District emergency. The Board may also declare a District emergency under the Municipal Utilities District Act (Public Utilities Code) Section 12753. The General Manager or his or her designee is authorized, after a District-declared emergency, to enter into emergency contracts not to exceed \$350,000, per contract, without bids or notice during the emergency response period. The Board shall meet to ratify the declaration of emergency by the General Manager as soon as possible after the declaration, but no later than 14 days following such declaration.

At the next regular or special meeting of the Board of Directors following such emergency, a report shall be made to the Board of Directors summarizing contracts executed in response to said emergency. Periodic reports on the status of response and additional contracts shall be provided to the Board of Directors until the emergency is concluded. The emergency declaration will remain in effect until formal Board action is taken to conclude the emergency.

Note that under federal law (2 C.F.R, 200.320(f)(2)) for procurement that may be reimbursed by the federal government, procurement by noncompetitive proposals through solicitation of a proposal from only one source may be used only when a public exigency or emergency will not permit a delay resulting from competitive solicitation.

**Emergency  
Operations  
Director**

The District's EOP will identify a District Director or member of the Senior Management Team (SMT) to serve as the Emergency Operations Director (EOD) who will have the authority for developing plans, training staff and managing the District's response to an emergency through the Emergency Operations Team (EOT). The EOT will be structured consistent with the NIMS in sections managed by Section Chiefs. In consultation with the General Manager, the EOD will identify staff to fulfill the planning and response duties listed in the EOP. As the need arises, the EOD may direct all staff or material resources of the District to combat the effects of a threatened, declared or actual emergency. In an emergency, the EOD may delegate approval authority to the EOT Section Chiefs up to \$80,000 for material purchases and up to \$30,000 for services.

The EOD or his or her designee is authorized to take all necessary action to apply for incoming state or federal resources and to represent the District in requesting/negotiating for the needed resources.

**Mutual Aid/  
Assistance**

The General Manager, EOD, and their designees, in accordance with the EOP, may either request mutual aid/assistance from other local government agencies, including public and private water and wastewater utilities, or commit District resources to other agencies requesting aid. The General Manager may sign appropriate documents to implement mutual aid/assistance, emergency interties, and other emergency response agreements.

**Business  
Continuity  
Program**

The District provides products and services that support the economic, human, and environmental health of the East Bay. Therefore, the District must have a program that facilitates the performance of essential functions during an emergency situation that disrupts normal operations and/or the timely resumption of normal operations once the emergency has ended. The District will maintain a BCPP consistent with federal, state, and industry guidance that provides the overall framework for the program and outlines the basic priorities for recovery of business functions in

individual departmental or division Business Continuity Plans (BCPs). The Regulatory Compliance Office will manage the program and maintain the BCPP. Individual BCPs outline the critical functions that must be performed before, during, and after an event; identify the personnel responsible for completing the necessary actions; and list the vital records, equipment, supplies, tools and systems required to accomplish the identified tasks. The departments are responsible for ensuring that their BCPs are maintained, employees trained, plans tested, and their vital records necessary to maintain operations are available. Vital records include all information and records that if lost, would place significant financial, operational, or legal restrictions on the continuation of District services.

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**Continuity of  
Management**

All of the District's BCPs, including that of the Office of the General Manager, will designate up to three successors to serve in the event there is an activation of the EOT so day-to-day operations may continue. In the event the primary critical staff person is unable to respond to an emergency, the designee, in the order listed, may assume all the duties and powers of the primary critical staff person.

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**Status Reports**

The General Manager will provide periodic Emergency Preparedness Program and Business Continuity Program progress reports to the Board of Directors, as necessary, and the District's response to a declared District emergency, when applicable.

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**Board of Directors  
Succession Plan**

Each Board Member shall designate no more than three Standby Officers to serve in his or her place in the event of the Board Member's unavailability in an emergency, as defined by the California Emergency Services Act (CESA). Upon appointment by the Board through a Board Resolution, the Standby Officer shall take the oath of office, remain informed of the duties, District business, and be prepared to immediately report for duty during an emergency. The General Manager will determine the availability of the Board Members in an emergency. The Board will fill the vacancies in accordance with the Municipal Utility District Act and CESA within 60 days of the effective date of the vacancy. Details of this process will be documented in the General Manager's BCP. The list of Standby Officers shall be approved by Board Resolution and reviewed on an annual basis.

---

**Authority**

Resolution No. 33014-96, November 12, 1996  
As amended by Resolution No. 33027-02, September 24, 2002  
As amended by Resolution No. 33460-05, February 8, 2005  
As amended by Resolution No. 33564-06, November 14, 2006  
As amended by Resolution No. 33703-09, February 24, 2009  
As amended by Resolution No. 33793-10, November 23, 2010  
As amended by Resolution No. 33904-12, November 27, 2012  
As amended by Resolution No. 33941-13, September 24, 2013  
As amended by Resolution No. 34052-15, September 22, 2015  
As amended by Resolution No. 34094-16, July 26, 2016  
As amended by Resolution No. 35037-17, May 23, 2017  
As amended by Resolution No. 35098-18, June 26, 2018  
As amended by Resolution No. xxxxx-19, September 24, 2019

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# Emergency Preparedness/Business Continuity

NUMBER	7.03
PAGE NO.:	4
EFFECTIVE DATE	24 SEP 19

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## References

Business Continuity Program Plan  
California Emergency Services Act (CESA), Government Code 8635 *et seq.*  
District Emergency Operations Plan  
FEMA Procurement Guidance  
Municipal Utility District Act – Section 12753  
National Incident Management System  
National Preparedness Goal  
National Response Framework  
Policy 7.13 – Security  
Procedure 415 – Emergency Purchases  
Standardized Emergency Management System

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# Policy 7.10R

EFFECTIVE [24 SEP 19](#)  
~~22 SEP 16~~

SUPERSEDES [22 SEP 15](#)  
~~26 JUL 06~~

## SOURCE WATER QUALITY

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### IT IS THE POLICY OF EAST BAY MUNICIPAL UTILITY DISTRICT TO:

Protect the public health of its customers by serving high quality water from the best available source in preference to reliance on additional treatment.

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#### **Best Available Source**

Obtaining water from the best available source is consistent with sound public policy, state law, and prudent water supply management.

Consistent with California and ~~F~~federal safe drinking water regulations, ~~EBMUD~~the District will take actions to minimize public health risks by protecting existing high-quality water sources and seeking the highest quality source water reasonably available for supplemental supplies.

Consistent with the District's statutory obligations and responsibilities to the customers of the District, highest priority shall be given to protecting the quality of drinking water supplies, compatible with protection of public trust resources.

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#### **Meeting Drinking Water Quality Standards**

Supplying water from the highest quality source water available is the safest and most prudent way to enable the District to meet current and future state and federal health-based drinking water quality standards.

Given current and future increasingly stringent drinking water standards, ~~EBMUD~~the District will minimize public health risks by seeking the best available water source, protected from potential degradation and contaminants, ~~thereby reducing the reliance on technology to minimize health risks from contaminants and treatment byproducts.~~

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#### **Authority**

Resolution 33039-97, April 22, 1997  
As amended by Resolution No. 33027-02, September 24, 2002  
As amended by Resolution No. 33429-04, June 8, 2004  
As amended by Resolution No. 33550-06, July 25, 2006  
As amended by Resolution No. 34052-15, September 22, 2015  
[As amended by Resolution No. xxxxx-19, September 24, 2019](#)

Consistent with the Court decision in Environmental Defense Fund, Inc., et. al v. EBMUD (Alameda County Action No. 425955), providing high quality drinking water is a significant public policy that is furthered by diversion from the best available source.

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# Policy 7.10

EFFECTIVE 24 SEP 19

SUPERSEDES 22 SEP 15

## SOURCE WATER QUALITY

---

### IT IS THE POLICY OF EAST BAY MUNICIPAL UTILITY DISTRICT TO:

Protect the public health of its customers by serving high quality water from the best available source in preference to reliance on additional treatment.

---

#### **Best Available Source**

Obtaining water from the best available source is consistent with sound public policy, state law, and prudent water supply management.

Consistent with California and federal safe drinking water regulations, the District will take actions to minimize public health risks by protecting existing high-quality water sources and seeking the highest quality source water reasonably available for supplemental supplies.

Consistent with the District's statutory obligations and responsibilities to the customers of the District, highest priority shall be given to protecting the quality of drinking water supplies, compatible with protection of public trust resources.

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#### **Meeting Drinking Water Quality Standards**

Supplying water from the highest quality source water available is the safest and most prudent way to enable the District to meet current and future state and federal health-based drinking water quality standards.

Given current and future increasingly stringent drinking water standards, the District will minimize public health risks by seeking the best available water source, protected from potential degradation and contaminants.

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#### **Authority**

Resolution 33039-97, April 22, 1997  
As amended by Resolution No. 33027-02, September 24, 2002  
As amended by Resolution No. 33429-04, June 8, 2004  
As amended by Resolution No. 33550-06, July 25, 2006  
As amended by Resolution No. 34052-15, September 22, 2015  
As amended by Resolution No. xxxxx-19, September 24, 2019

Consistent with the Court decision in Environmental Defense Fund, Inc., et. al v. EBMUD (Alameda County Action No. 425955), providing high quality drinking water is a significant public policy that is furthered by diversion from the best available source.

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# Policy 7.15R

EFFECTIVE [24 SEP 19](#)  
~~[11 JUN 19](#)~~

SUPERSEDES [11 JUN 19](#)  
~~[NEW](#)~~

## CLIMATE ACTION

### IT IS THE POLICY OF THE EAST BAY MUNICIPAL UTILITY DISTRICT TO:

Consider the impacts of climate change and take appropriate action to understand, mitigate and adapt to those impacts through sustainable activities that manage long-term economic, environmental and human resource benefits.

#### Overview

The District recognizes that climate change will result in rising sea levels, reduced snowpack, increased climate variability, and impacts to ecosystems on District watersheds. Furthermore, the District recognizes that these changes will impact water and wastewater operations and infrastructure, and our communities.

In addition, the District recognizes that climate change will have significant impacts worldwide and may have disproportionate impacts to marginalized populations. The potential impacts of climate change are well-documented by the United Nations Intergovernmental Panel on Climate Change, in California's Climate Change Assessment, and the United States' National Climate Assessment reports.

The District maintains a Climate Change Monitoring and Response Plan to inform the District's planning efforts for future water supply, water quality and infrastructure and to support sound water and wastewater infrastructure investment decisions.

#### Objective

The District will consider climate change impacts in its policies, procedures, projects, and work practices. In doing so, the District will:

- Monitor climate science and identify the potential impacts to the District
- Plan for climate change by applying the best available science to understand climate risks and implement adaptation and mitigation strategies to improve resilience
- Integrate climate science into planning, design, construction, watershed land management, and operations and maintenance
- Complete an annual greenhouse gas (GHG) emissions inventory
- Reduce GHG emissions consistent with the District's Energy Policy
- Support federal, state, and regional action to respond to the impacts of climate change
- Support appropriate legislation and regulations to fund and mitigate climate change impacts and promote collaborative adaptation measures
- [Recognize the Retirement Board's plenary authority to consider environmental, social and governance factors in the portfolio management of the District's retirement system to address sustainability and evaluate climate change exposure](#)  
~~Continue to consider environmental, social, and governance factors in the portfolio management of the District's retirement system to address sustainability and evaluate climate change exposure~~
- Collaborate with public agencies, researchers, regulators and communities to develop sustainable solutions
- Educate communities and employees on the impacts of climate change
- Take a leadership role in the industry and the community in addressing climate change

**Authority**

Resolution 35141-19, June 11, 2019  
As amended by Resolution No. xxxxx-19, September 24, 2019

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**References**

Policy 7.05 – Sustainability and Resilience  
Policy 7.07 – Energy  
Policy 9.04 – Watershed Management and Use  
Policy 9.06 – Bay-Delta Protection

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# Policy 7.15

EFFECTIVE 24 SEP 19

SUPERSEDES 11 JUN 19

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