EAST BAY DISCHARGERS AUTHORITY
COMMISSION MEETING MINUTES

May 15, 2014

1. Call to Order
Chair Peixoto called the meeting to order at 9:30 A.M. on Thursday, May 15, 2014, at the Oro Loma Sanitary District Boardroom, 2655 Grant Avenue, San Lorenzo, CA 94580.

2. Roll Call
PRESENT: Ralph Johnson, Castro Valley Sanitary District; Jim Prola, City of San Leandro; Marvin Peixoto, City of Hayward; Tom Handley, Union Sanitary District; Ron Dias, Oro Loma Sanitary District

ABSENT: None

OTHERS PRESENT: Mike Connor East Bay Dischargers Authority
John Bakker Legal Counsel
Juanita Villasenor East Bay Dischargers Authority
David Stoops East Bay Dischargers Authority
Dean Wilson City of San Leandro
David Livingston Union Sanitary District
Bill Halsted Oro Loma Sanitary District

3. Public Form
There were no members of the public in attendance at the meeting.

CONSENT CALENDAR

4. Commission Meeting Minutes of April 17, 2014
5. List of Disbursements for April 2014
6. Treasurer’s Report for April 2014

Commissioner Prola moved to approve the consent calendar. The motion was seconded by Commissioner Handley and carried unanimously.

REGULAR CALENDAR

7. General Manager’s Report
The General Manager discussed BACWA’s approach on some of the opportunities and challenges of the Watershed Nutrients permit to take effect July 1. The three areas of focus for BACWA agencies are 1) defining the nutrient problem and providing solutions; 2) nutrient load limits; and 3) integrating the strategy into the San Francisco Bay wide vision.
Union Sanitary District (USD) and Oro Loma Sanitary District (OLSD) are experimenting with Sidestream Anammox, a more cost-effective treatment, for removing nitrogen. Also, OLSD is looking into multi-purpose wetlands which aids with removal of nitrogen and emerging contaminants, and fights sea level rise.

8. **Report from the Managers Advisory Committee (MAC)**
   The MAC discussed the Hayward Effluent Pump Station flow summaries and developing pump station design standards. On June 19, 2014, the EBDA Commission meeting will be held at the City of Hayward Water Pollution Control Facility located at 3700 Enterprise Avenue, Hayward, CA. David Stoops has arranged for a tour of the Russell City Energy Center at 9:00 a.m. preceding the Commission meeting.

9. **Report from the Financial Management Committee**
   The Finance Committee approved the April List of Disbursements and Treasurer’s Reports. The Committee also reviewed EBDA’s third quarter expenses. Member agency expenses are under budget -$300K due to an extremely dry winter, legal fee reimbursement by USD (Union Sanitary District), and delayed spending on special projects. At the request of the Commission long-term capital investments are being researched. The General Manager will report to the Commission at a future meeting.

   The Committee discussed and recommended adoption of resolutions approving the FY 2014/2015 budget and annual contribution to the California Employers’ Retiree Benefit Trust (CERBT) in the amount of $8,900. Every two years, EBDA is required to have an actuarial evaluation of its retiree health program conducted by a CalPERS approved actuary. In 2015, the Authority will select an actuary to evaluate the sustainability of the retiree health program.

   As noted in the General Manager’s report, the most significant changes in the FY 2014/2015 budget are the increases in NPDES permit fees, slighting increased member agency costs, special studies on nutrients in the Bay and the EBDA transport system, as well as increases in utility costs. The Repair and Replacement Fund assessments will match FY 2013/2014 funding at $400,000.

   The Authority is working with Hayward Area Recreation District (HARD) to develop a multi-year plan to capture revenues. The goal is to ensure that recycled water is revenue neutral. The General Manager is also investigating three year Certificates of Deposit to hold a portion of EBDA’s capital savings.

   Commissioner Dias moved to approve the report from the Financial Management Committee. The motion was seconded by Commissioner Johnson and carried unanimously.

10. **Resolution Approving the Fiscal Year 2014/2015 Budget**
    Commissioner Prola introduced the resolution to approve the FY 2014/2015 budget. The motion was seconded by Commissioner Handley and carried unanimously.

    Ayes: Commissioners Johnson, Prola, Handley, Dias, and Chair Peixoto
    Noes: None
Absent: None
Abstain: None

11. Resolution Approving the FY 2013/2014 California Employers’ Retiree Benefit Trust (CERBT) Fund Contribution
Commissioner Prola introduced the resolution to approve the FY 2013/2014 California Employers’ Retiree Benefit Trust (CERBT) Fund contribution in the amount of $8,900. The motion was seconded by Commissioner Johnson and carried unanimously.

Ayes: Commissioners Johnson, Prola, Handley, Dias, and Chair Peixoto
Noes: None
Absent: None
Abstain: None

12. Report from the Regulatory Affairs Committee
EBDA facilities continue to perform well as evidenced in the March and quarterly submissions. BACWA board members have been conducting presentations on nutrient issues, in regards to the Watershed Nutrients permit, to stakeholders at various workshops.

Commissioner Dias moved to approve the report from the Regulatory Affairs Committee. The motion was seconded by Commissioner Prola and carried unanimously.

13. Report from the Operations and Maintenance Committee
The Committee discussed the 100% design documents for the Alvarado Effluent Pump Station Variable Frequency Drive. Staff requested Carollo Engineering develop a proposal assessing the HEPS discharge pipe header air relief purpose and functionality. The draft proposal will be brought before the Commission at a future meeting for review and comment.

Commissioner Dias moved to approve the report from the Operations & Maintenance Committee. The motion was seconded by Commissioner Handley and carried unanimously.

14. Report from the Personnel Committee
The Committee discussed and authorizes the General Manager to negotiate including a Retirement Health Savings (RHS) plan into the O&M Managers employee contract in October 2014. The Personnel Policy was revised to include the Commissions suggestions from the April meeting. The Committee recommends adoption of the resolution approving the Personnel Policy.

Commissioner Prola moved to approve the report from the Personnel Committee. The motion was seconded by Commissioner Johnson and carried unanimously.

15. Resolution Approving the Personnel Policy
Commissioner Prola introduced the resolution approving revisions to the Personnel Policy. The motion was seconded by Commissioner Dias and carried unanimously.
Ayes: Commissioners Johnson, Prola, Handley, Dias, and Chair Peixoto
Noes: None
Absent: None
Abstain: None

16. Motion Approving Commission Chair Rotation
Commissioner Prola motioned to approve the Commission Chair Rotation appointing Thomas Handley, the representative from Union Sanitary District, as Chair in FY 2014/2015. Ron Dias, the representative from Oro Loma Sanitary District, will serve as Vice Chair. The motion was seconded by Commissioner Dias and carried unanimously.

   Ayes: Commissioners Johnson, Prola, Handley, Dias, and Chair Peixoto
   Noes: None
   Absent: None
   Abstain: None

17. Items from the Commission
Commissioner Handley suggested an Ad Hoc Committee for the review of the Authority’s JPA. All were in agreement.

18. Adjournment
With no further business, Chair Peixoto adjourned the meeting at 10:30 a.m.

Michael S. Connor
General Manager