EAST BAY DISCHARGERS AUTHORITY
COMMISSION MEETING MINUTES

December 15, 2016

1. Call to Order
Chair Johnson called the meeting to order at 9:30 A.M. on Thursday, December 15, 2016, at the Oro Loma Sanitary District Boardroom, 2655 Grant Avenue, San Lorenzo, CA 94580.

2. Roll Call
PRESENT: Timothy Becker, Oro Loma Sanitary; Marvin Peixoto, City of Hayward; Ralph Johnson, Castro Valley Sanitary District; James Prola, City of San Leandro; Jennifer Toy, Union Sanitary District;

ABSENT: None

OTHERS
PRESENT: Michael Connor East Bay Dischargers Authority
Lauren Quint Legal Counsel
Juanita Villasenor East Bay Dischargers Authority
David Stoops East Bay Dischargers Authority
Alex Ameri City of Hayward
Paul Eldredge Union Sanitary District
Dan Walters Oro Loma Sanitary District
Jason Warner Oro Loma Sanitary District
Shelia Young Oro Loma Sanitary District
Roland Williams Castro Valley Sanitary District
David Senn San Francisco Estuary Institute

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

CONSENT CALENDAR

5. List of Disbursements for November 2016
Commissioner Becker moved to approve the Consent Calendar items. The motion was seconded by Commissioner Peixoto and carried unanimously, 5-0 (Becker, Peixoto, Prola, Toy, Johnson; ayes).

REGULAR CALENDAR

7. Guest Speaker
General Manager Michael Connor introduced Dr. David Senn of the San Francisco Estuary Institute (SFEI). Dr. Senn discussed the components of the San Francisco Bay
Nutrient Management Strategy (NMS):

1. Nutrient sources, transport, transformations
2. Understanding ecosystem response to nutrients
3. What management actions will maintain nutrients at protective levels

Dr. Senn believes that current and future conditions of the San Francisco Bay need to be considered to ensure that the right decisions are made. The NMS Observation and Forecasting Program is a ship-based monitoring program in collaboration with the USGS. Dr. Senn answered a few questions from Commission and provided copies of the annual report for review. For more information, the report can be found at the NMS website (http://sfbaynutrients.sfei.org/books/reports-and-work-products).

8. General Manager’s Report
The General Manager deferred comments to specific agenda items.

9. Report from the Managers Advisory Committee (MAC)
The MAC met with the General Manager on December 14, 2016. Jackie Zipkin of EBMUD presented food waste partnerships to the MAC. The MAC discussed the Strategic Planning workshop and the enterococcus issue in the transport system.

10. Report from the Financial Management Committee
The Financial Management Committee approved the November list of disbursements and Treasurer’s Report at the meeting of December 13, 2016. The Committee reviewed the first quarter expenses for FY 2016/2017 that indicates that EBDAs’s spending in the first quarter is over budget by about 11%, which will require a mid-year budget adjustment in January 2017. There are three issues driving the overages: 1) outfall inspection spending carried over from the previous fiscal year; 2) an enterococcus issue in the transport system; and 3) an early start to the rainy season. The Committee reviewed the CalPERS annual valuation report for the Authority’s retirement plan. The Authority’s retirement plan has a funded ratio of 84.7% with an unfunded accrued liability (UAL) of $595,608. Employer required contributions for Fiscal Year 2017/2018 include an employer normal cost rate of 10.110% of reported payroll and $21,947 for UAL.

Commissioner Prola moved to approve the report from the Financial Management Committee. The motion was seconded by Commissioner Toy and carried unanimously, 5-0 (Becker, Peixoto, Prola, Toy, Johnson; ayes).

11. Report from the Regulatory Affairs Committee
The Regulatory Affairs Committee met on December 13, 2016 and discussed permit compliance. The General Manager updated the Committee on the status of the recurring enterococcus issue in the transport system. The Committee discussed BACWA’s comment letter regarding the proposed Bay Area Air Quality Management District (BAAQMD) regulation to set limits on specific emissions.
Commissioner Becker moved to approve the report from the Regulatory Affairs Committee. The motion was seconded by Commissioner Prola and carried unanimously, 5-0 (Becker, Peixoto, Prola, Toy, Johnson; ayes).

12. Report from the Operations and Maintenance Committee (O&M)
The Operations and Maintenance Committee met with General Manager Connor on December 12, 2016 and discussed the status of the EBDA facilities. The Superintendent of O&M reviewed EBDA’s Asset Management Plan (AMP) mid-year recap for FY 2016/2017. The largest expenditure is $1.5 million for the replacement of the HEPS motor control center (MCC). The MCC is also in the 90th percentile of the AMP risk profile for FY 2016/2017. Lastly, the Committee discussed the AMP 10-year funding forecast. Over the next 10 years, the projected funding is about $8.4 million averaging about $850K annually. Currently, the Renewal/Replacement Fund has a balance of $4.7 million.

Commissioner Peixoto moved to approve the report from the Operations & Maintenance Committee. The motion was seconded by Commissioner Becker and carried unanimously, 5-0 (Becker, Peixoto, Prola, Toy, Johnson; ayes).

13. Report from the Personnel Committee
The Personnel Committee met with the General Manager on December 12, 2016. The Committee discussed the Commissioner’s compensation rate for calendar year 2017 and recommends leaving the rate at $234 per meeting. The Committee was updated on the status of the O&M Manager recruitment. Staff anticipates that interviews will take place in February 2017.

Commissioner Prola moved to approve the report from the Personnel Committee. The motion was seconded by Commissioner Toy and carried unanimously, 5-0 (Becker, Peixoto, Prola, Toy, Johnson; ayes).

Commissioner Peixoto introduced the resolution of appreciation for Commissioner Prola. The motion was seconded by Commissioner Becker and was adopted by a vote of 4-0, with Commissioner Prola abstaining.

Ayes: Commissioners Becker, Peixoto, Toy, and Chair Johnson
Noes: None
Absent: None
Abstain: Commissioner Prola

15. Report from the Ad Hoc
The Ad Hoc Committee met with the General Manager on December 14, 2016. The Ad Hoc Committee discussed a proposed change order for Tamayo Group, Inc. The proposed additional cost of $6,500 is for additional preparation for the Strategic Planning workshop taking place in January 2017. The Ad Hoc Committee recommended Commission approval of the Tamayo Group, Inc. change order.
The Commission agrees with the MAC recommendation that the objective of the January 5, 2017 meeting is to clarify the focus of the workshop scheduled for January 25.

Commissioner Toy moved to approve the report from the Ad Hoc Committee. The motion was seconded by Commissioner Prola and carried unanimously, 5-0 (Becker, Peixoto, Prola, Toy, Johnson; ayes).

16. **Items from the Commission and Staff**
Commissioner Toy wished everyone a Happy Holiday. The Commission thanked Commissioner Prola for his service. Commissioner Prola thanked everyone and expressed his appreciation of staff.

17. **Adjournment**
With no further business, Chairman Johnson adjourned the meeting at 11:05 a.m.

Michael S. Connor
General Manager