EAST BAY DISCHARGERS AUTHORITY
COMMISSION MEETING MINUTES

November 16, 2017

1. Call to Order
Chair Peixoto called the meeting to order at 9:30 A.M. on Thursday, November 16, 2017, at the Oro Loma Sanitary District Boardroom, 2655 Grant Avenue, San Lorenzo, CA 94580.

2. Roll Call
PRESENT: Dave Sadoff, Castro Valley Sanitary District; Pauline Russo Cutter, City of San Leandro; Jennifer Toy, Union Sanitary District; Timothy Becker, Oro Loma Sanitary; Marvin Peixoto, City of Hayward

ABSENT: None

OTHERS PRESENT: Michael Connor East Bay Dischargers Authority
Eric Casher Legal Counsel
Howard Cin East Bay Dischargers Authority
David Stoops East Bay Dischargers Authority
Juanita Villasenor East Bay Dischargers Authority
Alex Ameri City of Hayward
Paul Eldridge Union Sanitary District
Jason Warner Oro Loma Sanitary District
Roland Williams Castro Valley Sanitary District
Dean Wilson City of San Leandro
Deborah Quinn EBDA Accountant
Jeff Carson Dublin San Ramon Services District

3. Public Form
No member of the public requested to address the Commission at the meeting.

CONSENT CALENDAR

4. Commission Meeting Minutes of October 19, 2017
5. List of Disbursements for October 2017
6. Treasurer’s Report for October 2017
Commissioner Toy moved to approve the Consent Calendar items. The motion was seconded by Commissioner Becker and carried unanimously, 5-0 (Becker, Cutter, Toy, Sadoff, Peixoto; ayes).
Regular Calendar

7. General Manager's Report
The General Manager introduced David Alvey, Audit Partner, of Maze and Associates. Mr. Alvey presented the Authority's Fiscal Year 2016/2017 audit to the Commission. The auditor discussed their findings and the implementation of GASB 75. The auditor issued an unmodified opinion that the Authority's financial statements are fairly stated and noted that there were no deficiencies of internal controls. The Authority's net position was $32 million at June 30, 2017.

8. Report from the Managers Advisory Committee (MAC)
The MAC met with the General Manager on November 15, 2017. Erik Zalkin of Brown and Caldwell reviewed the preliminary results of the transport system inspection with the MAC. The hydraulic model calibration study was presented by Tim Loper of Carollo Engineering. The MAC also discussed the General Manager recruitment.

9. Report from the Financial Management Committee
The Financial Management Committee met with the General Manager on November 14, 2017, and reviewed the October List of Disbursements and Treasurer’s Report. Maze and Associates, the Authority’s auditor reviewed the FY 2016/17 Audit with the Finance Committee. The Committee also reviewed the Authority’s first quarter expense report. EBDA is currently about 13% under budget on spending, but the Special Projects spending will be quite high in the fall, and the O&M spending depends on rainfall.

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

10. Motion to Accept the Audited Financial Statements for Fiscal Year Ending June 30, 2017
Commissioner Toy moved to accept the audited financial statements for fiscal year ending June 30, 2017. The motion was seconded by Commissioner Sadoff and carried unanimously (Becker, Cutter, Toy, Sadoff, Peixoto; ayes).

11. Report from the Regulatory Affairs Committee
The Regulatory Affairs Committee met with the General Manager on November 14, 2017 and reviewed permit compliance. The Committee reviewed the draft findings of the BACWA nutrients report and EBDA’s bacterial results for October 2017.

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

12. Report from the Operations and Maintenance Committee (O&M)
The Operations and Maintenance Committee met with the General Manager on November 13, 2017 and discussed the status of the EBDA facilities. The ongoing facility projects discussed included AEPS No. 1 and No. 6 effluent pumps; Hayward
MCC replacement project and No. 2 effluent pump; OLEPS fuel tank replacement and Pumps 1 and 4 discharge valve actuator replacement project. The Committee was updated on the status of special projects including the Transport Pipe Condition Assessment and System Flow Master Plan Modeling. The O&M Committee recommends Commission adoption of a resolution authorizing a purchase order to Pump Repair Service Company Inc. in the amount of $14,084 for the HEPS No. 2 pump motor.

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

13. Resolution Authorizing The General Manager To Issue A Purchase Order To Pump Repair Service Company Inc. In The Amount Of $14,084 For The No. 2 Effluent Pump New Motor At The Hayward Effluent Pump Station
Commissioner Cutter introduced the resolution authorizing a purchase order to Pump Repair Service Company Inc. in the amount of $14,084 for the No. 2 Effluent Pump motor at HEPS. The motion was seconded by Commissioner Becker and carried unanimously, 5-0.

Ayes: Commissioners Becker, Cutter, Toy, Sadoff, and Chair Peixoto
Noes: None
Absent: None
Abstain: None

14. Report from the Personnel Committee
The Personnel Committee met with the General Manager on November 13, 2017. The Committee reviewed the Commissioner compensation for 2018 and deferred the item for full Commission discussion. The Committee reviewed two resolutions; 1) post-retirement employment of David A. Stoops and 2) 180-day wait period waiver for the hiring of David. Commission approval of both resolutions is recommended. The Personnel Committee recessed to closed session at 9:35 a.m. to discuss the General Manager recruitment. The Committee returned from Closed Session at 9:57 a.m. Committee Chair Pauline Cutter stated that there was no reportable action from the Closed Session.

The Commission discussed Commissioner’s compensation for calendar year 2018 and agreed that it should remain unchanged at $234 per meeting with a maximum of four meetings per month. The Commission also discussed the critical need for the post-retirement employment of David Stoops to complete crucial asset management projects.

Commissioner Cutter moved to approve the report from the Personnel Committee. The motion was seconded by Commissioner Becker and carried unanimously, 5-0 (Becker, Cutter, Toy, Sadoff, Peixoto; ayes).
15. Resolution Authorizing the Post-Retirement Employment of David A. Stoops, a CalPERS Retired Annuitant
Commissioner Becker introduced the resolution authorizing the post-retirement employment of David A. Stoops to perform the duties of Expert Consultant. The motion was seconded by Commissioner Toy and carried unanimously.

Ayes: Commissioners Becker, Cutter, Toy, Sadoff, and Chair Peixoto
Noes: None
Absent: None
Abstain: None

Commissioner Becker introduced the resolution waiving the 180-day wait period for the post-retirement employment of David A. Stoops. The motion was seconded by Commissioner Cutter and carried unanimously.

Ayes: Commissioners Becker, Cutter, Toy, Sadoff, and Chair Peixoto
Noes: None
Absent: None
Abstain: None

17. Closed Session
The Commission recessed to closed session at 10:45 a.m. to discuss the General Manager recruitment.

18. Reconvene to Open Session
The Commission returned from closed session at 11:55 a.m. Commission Chair Peixoto stated that there was no reportable action from the closed session.

19. Items from the Commission and Staff
There were no additional items from the Commission or Staff.

20. Adjournment
With no further business, Chairman Peixoto adjourned the meeting at 11:55 a.m.

Michael S. Connor
General Manager