EAST BAY DISCHARGERS AUTHORITY
COMMISSION MEETING MINUTES

December 21, 2017

1. Call to Order
Chair Peixoto called the meeting to order at 9:30 A.M. on Thursday, December 21, 2017, at the Oro Loma Sanitary District Boardroom, 2655 Grant Avenue, San Lorenzo, CA 94580.

2. Roll Call
PRESENT: Ralph Johnson, 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 Eldredge Union Sanitary District
Jason Warner Oro Loma Sanitary District
Dean Wilson City of San Leandro
Deborah Quinn EBDA Accountant

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

CONSENT CALENDAR

4. Commission Meeting Minutes of November 16, 2017
5. List of Disbursements for November 2017
6. Treasurer’s Report for November 2017
Commissioner Becker moved to approve the Consent Calendar items. The motion was seconded by Commissioner Cutter and carried unanimously, 5-0 (Johnson, Cutter, Toy, Becker, Peixoto; ayes).

REGULAR CALENDAR

7. General Manager’s Report
The Commissioners decided that the January 18, 2018, meeting should begin at 9:00 a.m. to accommodate the General Manager Candidate interviews taking place that day. The General Manager deferred his comments to specific agenda items.
8. **Report from the Managers Advisory Committee (MAC)**
The MAC met with the General Manager on December 20, 2017 and discussed the status of the transport system inspection, the hydraulic model calibration, and the General Manager recruitment. In addition, the MAC toured Hayward’s MABR (Membrane Aerated Biofilm Reactor) pilot test which is a new treatment technology.

9. **Report from the Financial Management Committee**
The Financial Management Committee met with the General Manager on December 19, 2017, and reviewed the November List of Disbursements and Treasurer’s Report. The Committee recommended Commission approval of the resolution for Amendment No. 1 to the Grant of Easement agreement with Hayward Cabot Limited Partnership.

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

10. **Resolution Approving Amendment No. 1 to Agreement Authorizing Construction Over Real Property Subject to Grant of Easement by and Between East Bay Dischargers Authority and Hayward Cabot Limited Partnership**
Commissioner Cutter moved to adopt the resolution approving Amendment No. 1 to the Agreement between EBDA and Hayward Cabot Limited Partnership for a grant of easement. The motion was seconded by Commissioner Johnson and carried unanimously, 5-0.

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

11. **Report from the Regulatory Affairs Committee**
The Regulatory Affairs Committee met with the General Manager on December 19, 2017 and reviewed permit compliance. The Committee reviewed a BACWA proposed scope for EOA, Inc. for assistance with amending the Basin Plan for Total Chlorine Residual.

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

12. **Report from the Operations and Maintenance Committee (O&M)**
The Operations and Maintenance Committee met on December 18, 2017 and discussed the status of 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 projects; and the MDF water champ. 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 Manager reviewed EBDA’s Asset
Management Plan (AMP) mid-year recap for FY 2017/2018. Current spending is about 7% ($65,221) of the approved FY 2017/2018 RRF schedule. In addition, contingency fund costs are estimated to be at $40,500 (41%). The Commission asked staff to provide a list of the high risk items in the FY 2017/2018 Risk Profile by project and cost.

The Committee recommended Commission adoption of a resolution authorizing a change order to the Silman agreement in the amount of $13,839 for sidewalk repairs associated with the OLEPS fuel tank project.

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

13. Resolution Authorizing the General Manager to Issue a Change Order to the Contract with SilMan Construction Dated September 21, 2017, in the Amount of $13,839 for a Total not to Exceed Amount of $211,585 for the Sidewalk Improvement at the Oro Loma Effluent Pump Station

Commissioner Becker introduced the resolution authorizing a change order to the agreement with SilMan Construction in the amount of $13,839 for the sidewalk improvements on the OLEPS fuel tank project. The motion was seconded by Commissioner Cutter and carried unanimously, 5-0.

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

14. Report from the Personnel Committee
The Personnel Committee met with the General Manager on December 18, 2017. The Committee discussed new assumptions that must be selected to comply with GASB 75. For the GASB 75 actuarial report, the Committee recommends using the following assumptions: 1) S&P Municipal Bond 20 Year High Grade Rate Index; 2) 6% long-term rate of return for the Authority's CERBT fund; and 3) EBDA will continue the current funding policy of paying premiums as they come due, plus an additional annual contribution to the CERBT fund. The Personnel Committee recommends the Commission adopt a resolution of appreciation to David A. Stoops.

The Committee recessed to closed session at 9:20 a.m. to discuss the General Manager recruitment. The Committee returned from Closed Session at 10:00 a.m. Committee Chair Pauline Cutter stated that there was no reportable action from the Closed Session.

Commissioner Cutter moved to approve the report from the Personnel Committee. The motion was seconded by Commissioner Becker and carried unanimously, 5-0 (Johnson, Cutter, Toy, Becker, Peixoto; ayes).
15.  **Resolution of Appreciation to David A. Stoops**
Commissioner Toy introduced the resolution of appreciation to David A. Stoops for his years of service to the Authority. The motion was seconded by Commissioner Cutter and carried unanimously.

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

16.  **Closed Session**
The Commission recessed to closed session at 9:55 a.m. to discuss the recruitment of the General Manager position.

17.  **Reconvene to Open Session**
The Commission returned from closed session at 10:45 a.m. Commission Chair Peixoto stated that there was no reportable action from the closed session.

18.  **Items from the Commission and Staff**
Chair Peixoto expressed his gratitude of David Stoops for his five years of service to the Authority and wished him well. Mr. Stoops thanked the Commission, Managers, and Staff for their support.

19.  **Adjournment**
With no further business, Chairman Peixoto adjourned the meeting at 10:50 a.m.

\[signature\]
Michael S. Connor
General Manager