EAST BAY DISCHARGERS AUTHORITY
COMMISSION MEETING MINUTES

May 17, 2018

1. Call to Order
Chair Peixoto called the meeting to order at 9:30 A.M. on Thursday, May 17, 2018, at the Oro Loma Sanitary District Boardroom, 2655 Grant Avenue, San Lorenzo, CA 94580.

2. Roll Call
PRESENT: Ralph Johnson, Castro Valley Sanitary District; Pete Ballew, 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
Maria Buckley East Bay Dischargers Authority
Alex Ameri City of Hayward
Paul Eldredge Union Sanitary District
Jason Warner Oro Loma Sanitary District
Justin Jensen City of San Leandro
Roland Williams Castro Valley Sanitary District

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

CONSENT CALENDAR

4. Commission Meeting Minutes of April 19, 2018
5. List of Disbursements for April 2018
6. Treasurer’s Report for April 2018

Amended minutes from the April 19 meeting were distributed to the Committee.

Commissioner Johnson moved to approve the Consent Calendar items and amended minutes. The motion was seconded by Commissioner Toy and carried unanimously, 5-0 (Johnson, Ballew, Toy, Becker, Peixoto; ayes).

REGULAR CALENDAR

7. General Manager’s Report
The General Manager suggested that all attendees introduce themselves for Mr. Ballew, who is sitting in for Commissioner Cutter. He mentioned that this will be his last
Commission meeting as General Manager, and that incoming General Manager Zipkin will begin working the day after Memorial Day. In addition, there will be additional help from the Beecher Engineering, Evan Currie, on the HEPS MCC as David Stoops transitions out. Maria Buckley will help part-time while Juanita is out. The General Manager acknowledged the hard work that Juanita has been doing leading up to her absence. The General Manager mentioned that the final budget will be brought to the June meeting. He noted that the next Chair will be Commissioner Cutter, and that requested Committee assignment forms for next fiscal year be forwarded to Juanita. There may be a going-away event for the GM at the July meeting.

8. **Report from the Managers Advisory Committee (MAC)**
The MAC met with the General Manager on May 16, 2018 for an extended meeting, discussing the transport system, impacts of an earthquake or other catastrophic event, and related insurance issues. CSRMA came in and explained how FEMA procedures would work. The MAC also discussed the future of the JPA, looking at other JPAs and how they allocate funds, the revision process and JPA language. Incoming General Manager Zipkin participated in the MAC meeting via phone.

9. **Report from the Ad Hoc Committee**
The Ad Hoc Committee met on May 16, 2018 and discussed allocated cost issues, flow measurement, cost management in the event of an emergency, as well as Strategic Planning and the need to spend more time on it since the deadline for revising the JPA agreement is next year.

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

10. **Report from the Financial Management Committee**
The Financial Management Committee met with the General Manager on May 15, 2018, and reviewed the April list of Disbursements, Treasurer’s Report, and State Controller's report on Government Compensation which is now a public document. Commissioner Johnson sat in on the Committee meeting for Commissioner Cutter with Commissioner Toy.

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, Ballew, Toy, Becker, Peixoto; ayes).

11. **Resolution Establishing the Price of Recycled Water for Skywest Golf Course in FY 2018/19**
Since there is a forecasted surplus for the current fiscal year which will help pay for pump work next year, EBDA will hold the monthly price of recycled water flat for next fiscal year. Commissioner Toy moved to adopt the resolution establishing the monthly price of recycled water for the Skywest Golf Course for FY 2018/19 to remain at $10,000. The motion was seconded by Commissioner Ballew.
Ayes: Commissioners Johnson, Ballew, Toy, Becker, and Chair Peixoto
Noes: None
Absent: None
Abstain: None

12. Resolution Approving the Sole Source Purchase of Business Copy Machine
The Caltronics company was selected for purchase of a new Konica Minolta copier. It was identified in the Asset Management Plan as needing to be replaced, and will be part of our electronic communication. It is a similar model that Oro Loma has, so the two agencies can share the in-house technician for servicing. The Commission desires to go back to colored packets, and the current machine is at the end of its useful life and jams with colored paper.

Commissioner Becker moved to approve the purchase of a new copier from Caltronics. The motion was seconded by Commissioner Toy and carried unanimously, 5-0.

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

13. Resolution Approving A Lump Sum Payment Of $100,000 to Reduce The Unfunded Actuarial Liability of EBDA’s Pension Plan
Because EBDA is forecasting coming under budget this fiscal year due to not spending so much on sodium bisulfite and electricity for pumping due to less rain, it was proposed to contribute funds to PERS in order to reduce the Unfunded Actuarial Liability (UAL). The General Manager clarified that this resolution is not related to OPEB. Chair Peixoto informed the attendees about pending legislation AB1912, regarding JPAs and OPEB and pension liabilities.

Commissioner Johnson moved to approve the resolution. The motion was seconded by Commissioner Becker and carried unanimously, 5-0 (Johnson, Ballew, Toy, Becker, Peixoto; ayes).

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

14. Resolution Approving the FY 2017/18 California Employers’ Retiree Benefit Trust (CERBT) Fund Contribution
The General Manager summarized the results from the latest retiree medical actuarial GASB 75 draft report and reasons that the annual contribution has increased from prior years to $47,320, notably longer lifespans and lower expected investment returns. In addition, the General Manager reminded the Commission that agencies are now required to show their OPEB unfunded liability on their financial statements.
Commissioner Becker moved to approve the resolution. The motion was seconded by Commissioner Johnson, and approved unanimously, 5-0.

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

15. **Report from the Regulatory Affairs Committee**
The General Manager explained the charts and monthly report of permit limits. EBDA has had no problems complying with the permit. Emerging contaminants are a continued issue and are categorized by relative level of concern. There is nothing currently in the red, or worst category. Fipronil, found in flea and tick powders, is one of the most concerning chemicals. Each agency has a pretreatment group that monitors these chemicals.

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

16. **Report From the Operations & Maintenance Committee**
The O&M Manager presented the highlights of HEPS MCC critical path items including PG&E work, SCADA Upgrade, and Fuel Tank Projects. He also reported on the in-house cleaning of the Skywest chlorine contact tank saving approximately $6,000 over last year when contractors were used, and thanked Oro Loma staff for their assistance.

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, Ballew, Toy, Becker, Peixoto; ayes).

17. **Committee Preference Form and Proposed meeting schedule for FY 2018/19**
The General Manager reminded the Commissioners to turn in their committee preferences for Pauline’s review.

18. **Items From the Commission and Staff**
There is a Resolution from the Castro Valley Board of Directors to recognize EBDA’s General Manager, which will be presented at the July meeting.

19. **Adjournment**
With no further business, Chairman Peixoto adjourned the meeting at 10:37 a.m.

[Signature]
Jacqueline Zipkin
General Manager