EAST BAY DISCHARGERS AUTHORITY
COMMISSION MEETING MINUTES

May 21, 2015

1. Call to Order
Chair Handley called the meeting to order at 9:30 A.M. on Thursday, May 21, 2015, at the Oro Loma Sanitary District Boardroom, 2655 Grant Avenue, San Lorenzo, CA 94580.

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

ABSENT: None

OTHERS
PRESENT: Mike Connor East Bay Dischargers Authority
Steve Meyers Legal Counsel
Juanita Villasenor East Bay Dischargers Authority
Paul Eldredge Union Sanitary District
Jason Warner Oro Loma Sanitary District

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

CONSENT CALENDAR

5. List of Disbursements for April 2015
6. Treasurer’s Report for April 2015

Commissioner Dias moved to approve the consent calendar. The motion was seconded by Commissioner Peixoto and carried unanimously (Peixoto, Dias, Johnson, Reed, Handley; ayes).

REGULAR CALENDAR

7. General Manager’s Report
The General Manager advised the Commission on the status of the EBDA system and proposed budget for FY 2015/16. The Authority has met major performance goals for this fiscal year. EBDA’s member agency performance continues to be well below permit compliance limits.

In summary, expenses are expected to rise by ~$207K (5%). This total requirement for funding is driven by O&M expenses increasing by ~1% and Special Project expenses
increasing by 15%. The major changes in the proposed budget from last year are as follows:

1. $38,000 increase in O&M costs (~1%).
2. $30,000 increase in BACWA Clean Estuary Partnership support for nutrient studies required by the San Francisco Water Board.
3. $30,000 contract support for beginning the 5-year permit process.
4. $30,000 increase (~6%) in utility costs driven by estimated rate increases.
5. $50,000 increase in RRF funding.
6. $100,000 in Special Studies funding for Outfall pipe inspection, the beginning of force main assessment, and assistance in JPA renewal.

The first four categories are increases that provide little management opportunity. The Special Studies fee changes are policy choices that have been reviewed with the MAC.

8. **Report from the Managers Advisory Committee (MAC)**
The MAC discussed recycled water strategies and permitting. The Water Board may allow EBDA’s member agencies to distribute recycled water under EBDA’s permit. There is support throughout the State for increased recycled water use. The MAC also reviewed the three bids received for the outfall inspection. Staff will provide a report to the Committees in the next couple of months on the bids.

9. **Report from the Financial Management Committee**
The Finance Committee approved the April List of Disbursements and Treasurer’s Report. The Committee reviewed EBDA’s third quarter expense summary for FY 2014/15, Authority spending is under budget ~4%. The Committee indicated their support for resolutions adopting the Fiscal Year 2015/16 Budget, setting the price of recycled water, and approving the Authority’s CERBT fund contribution. The Committee recommended adoption of these items by the Commission. In addition, the Committee recommended Commission approval of a resolution accepting the proposal and authorizing the General Manager to execute a professional services agreement in the amount of $23,383 for independent auditing services for FY2014/15, 2015/16, and 2016/17.

Commissioner Johnson moved to approve the report from the Financial Management Committee. The motion was seconded by Commissioner Dias and carried unanimously (Peixoto, Dias, Johnson, Reed, Handley; ayes).

10. **Resolution Approving the Fiscal Year 2015/16 Budget**
Commissioner Peixoto moved to approve the resolution adopting the Fiscal Year 2015/16 Budget. The budget includes an increase of $50,000 to the Renewal & Replacement Fund assessments to $450,000. The motion was seconded by Commissioner Reed and carried unanimously (Peixoto, Dias, Johnson, Reed, Handley; ayes).
11. Resolution Approving the Renewal & Replacement Fund Annual Contribution Increase from $400,000 to $450,000
Commissioner Johnson moved to approve the resolution increasing the Repair & Replacement Fund assessments from $400,000 to $450,000. The motion was seconded by Commissioner Peixoto and carried unanimously (Peixoto, Dias, Johnson, Reed, Handley; ayes).

12. Resolution Establishing the Price of Recycled Water in FY 2015/16
Commissioner Reed moved to adopt the resolution establishing the cost of recycled water in FY 2015/16 at $8,500 each month. The motion was seconded by Commissioner Johnson and carried unanimously (Peixoto, Dias, Johnson, Reed, Handley; ayes).

13. Resolution Approving the FY 2015/16 California Employers' Retiree Benefit Trust (CERBT) Fund Contribution
Commissioner Peixoto introduced the resolution to approve the Fiscal Year 2015/16 California Employers’ Retiree Benefit Trust (CERBT) Fund contribution in the amount of $8,900. The motion was seconded by Commissioner Dias and carried unanimously (Peixoto, Dias, Johnson, Reed, Handley; ayes).

14. Resolution Authorizing the General Manager to Execute a Professional Services Agreement with Maze & Associates in the Amount of $23,383 for Independent Audit Services
Commissioner Dias moved to adopt the resolution to authorizing a professional services agreement with Maze & Associates in the amount of $23,383 for independent audit services for fiscal years 2014/15, 2015/16, and 2016/17. The motion was seconded by Commissioner Johnson and carried unanimously (Peixoto, Dias, Johnson, Reed, Handley; ayes).

15. Report from the Regulatory Affairs Committee
The Regulatory Affairs Committee reviewed April permit compliance. The Committee discussed the status of underground storage tank violations. The Committee also discussed EBDA’s recycled water use program and asked staff to provide more details.

Commissioner Peixoto moved to approve the report from the Regulatory Affairs Committee. The motion was seconded by Commissioner Johnson and carried unanimously (Peixoto, Dias, Johnson, Reed, Handley; ayes).

16. Report from the Operations and Maintenance Committee (O&M)
The Operations & Maintenance Committee reviewed EBDA’s performance and the status of O&M projects. The Committee recommends approval of Amendment No. 1 to the agreement with TJC and Associates, Inc. for Phase 1 of the OLEPS Automation Control System Upgrade Project in the amount of $66,400.

Commissioner Dias moved to approve the report from the Operations & Maintenance Committee. The motion was seconded by Commissioner Johnson and carried unanimously (Peixoto, Dias, Johnson, Reed, Handley; ayes).
17. Resolution Authorizing the General Manager to Issue an Amendment No. 1 to TJC and Associates, Inc. in the Amount of $66,400 for the Oro Loma Effluent Pump Station Automation Control System Upgrade Project: Phase 1 for Programming, Testing, and Training and Design Engineering Services
Commissioner Peixoto moved to approve the resolution authorizing the General Manager to issue an amendment to the agreement with TJC and Associates, Inc. for Phase 1 of the OLEPS Automation Control System Upgrade Project in the amount of $66,400 for programming, testing, training, and design engineering services. The motion was seconded by Commissioner Johnson and carried unanimously (Peixoto, Dias, Johnson, Reed, Handley; ayes).

18. Report from the Personnel Committee
The Personnel Committee meeting was postponed; the next meeting is scheduled for June 17, 2015.

19. Report from the Ad Hoc Committee
The Ad Hoc Committee meeting was postponed due to a scheduling conflict; the next meeting is scheduled for July 15, 2015.

20. Items from the Commission and Staff
The Ad Hoc Committee will meet in July, with General Manager Michael Connor and EBDA's legal counsel Steve Meyers.

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

Michael S. Connor
General Manager