EAST BAY DISCHARGERS AUTHORITY
COMMISSION MEETING MINUTES

April 16, 2015

1. Call to Order
Chair Handley called the meeting to order at 9:30 A.M. on Thursday, April 16, 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; Jim Prola, City of San Leandro; Tom Handley, Union Sanitary District

ABSENT: None

OTHERS PRESENT: Mike Connor East Bay Dischargers Authority
Steve Meyers Legal Counsel
Juanita Villasenor East Bay Dischargers Authority
Alex Ameri City of Hayward
Paul Eldredge Union Sanitary District
Jason Warner Oro Loma Sanitary District
Roland Williams Castro Valley Sanitary District
Dean Wilson City of San Leandro

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

CONSENT CALENDAR

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

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

REGULAR CALENDAR

7. General Manager’s Report
Commissioner Johnson will have Castro Valley Sanitary District’s legal counsel provide an explanation of why their Board did not approve the changes to the JPA language and guidance how to move forward with the JPA amendment process.
The General Manager reviewed possible budget allocation alternatives considered by the MAC, such as use existing rate structure, equivalent cost per gallon flow (operations only or also capital budget), tiered flow rates, incorporating geographic coverage of each member agency to capital equipment replacement, and capital allocation to three funds (core transport system, force main, and pump stations). There are varied opinions on how to approach EBDA's future budget structure.

The MAC also discussed the options for the Hayward Pump Station relocation. Funding discussions should include a guarantee of long-term use of the Hayward Ponds. At the MAC’s request, the General Manager will hire a consultant to estimate the costs and benefits of Hayward Effluent Pump Station relocation to Hayward, USD, and other EBDA members.

8. Report from the Managers Advisory Committee (MAC)
The MAC discussed issues in General Manager’s report.

9. Report from the Financial Management Committee
The Finance Committee approved the March List of Disbursements and Treasurer's Report. The Committee discussed the CSRMA pooled liability program dividend received by EBDA. CSRMA has been cost-effective for EBDA in fulfilling insurance needs.

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, Prola, Handley; ayes).

10. Report from the Regulatory Affairs Committee
The Regulatory Affairs Committee reviewed March permit compliance. The General Manager updated the Committee on the status of Argos' climate models on precipitation intensity and sea level rise scenarios. The Committee discussed how the climate models affect future infrastructure needs. Staff was asked to evaluate what affects the king tides may have on EBDA facilities, rather than an extensive evaluation of sea-level in 2100.

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

11. 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 O&M Manager reported that the AEPS Variable Frequency Drive submittal review will be completed by this summer. The MDF sodium bisulfite pump replacement is complete, and EBDA has realized a savings of ~$60,000 this fiscal year.

Commissioner Dias moved to approve the report from the Operations & Maintenance Committee. The motion was seconded by Commissioner Peixoto and carried unanimously (Peixoto, Dias, Johnson, Prola, Handley; ayes).
12. **Report from the Personnel Committee**
The Personnel Committee conducted its annual review of the Personnel Policy. The policy was reviewed by legal counsel and it was determined that no updates were necessary at this time.

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

13. **Resolution Adopting the Fiscal Year 2015/2016 Compensation Plan**
The Commission postponed consideration of this item until closed session concluded and reconvened to open session (see Item 17 below).

14. **Report from the Ad Hoc Committee**
The Ad Hoc Committee discussed the impact of member agency flows on EBDA’s rate structure. The Committee is looking forward to receiving Castro Valley Sanitary District’s preferences for updating the language of the JPA.

15. **Items from the Commission and Staff**
No additional items from the Commission or Staff.

16. **Closed Session**
At 10:15 a.m., Chair Handley adjourned the meeting to closed session to discuss labor negotiations for the Operations & Maintenance Manager.

17. **Reconvene to Open Session**
Chair Handley reconvened the meeting at 10:40 a.m. with recommendations for Commissions approval of the resolution adopting the fiscal year 2015/2016 Compensation Plan as per agenda Item 13.

The Commission requested the following changes to the compensation plan: 1) the title of Deputy General Manager is amended to Superintendent of Operations & Maintenance; 2) employer-paid post-retirement medical is changed from $447 to $460; 3) include fact that the $460 per month premium for post-retirement medical includes the PEMHCA minimum; and 4) incorporate term (normal costs) in the Summary of Benefits describing PERS Classic Member and PERS New Member.

Commissioner Prola moved to approve the resolution, with noted changes listed above, adopting the fiscal year 2015/16 Compensation Plan. The motion was seconded by Commissioner Johnson and carried unanimously (Peixoto, Dias, Johnson, Prola, Handley; ayes).

18. **Adjournment**
With no further business, Chair Handley adjourned the meeting at 10:45 a.m.

Michael S. Connor
General Manager
# EAST BAY DISCHARGERS AUTHORITY
## FY2015/16 COMPENSATION PLAN
### JULY 1, 2015 TO JUNE 30, 2016

### MONTHLY SALARY RANGE

<table>
<thead>
<tr>
<th>Position</th>
<th>Step 1</th>
<th>Step 2</th>
<th>Step 3</th>
<th>Step 4</th>
<th>Step 5</th>
</tr>
</thead>
<tbody>
<tr>
<td>Administrative Assistant</td>
<td>6,298.30</td>
<td>6,613.21</td>
<td>6,943.87</td>
<td>7,291.06</td>
<td>7,655.61</td>
</tr>
<tr>
<td>Operations &amp; Maintenance Manager</td>
<td>9,592.72</td>
<td>10,072.36</td>
<td>10,575.97</td>
<td>11,104.77</td>
<td>11,660.01</td>
</tr>
<tr>
<td>General Manager(^2)</td>
<td>14,704.21</td>
<td>15,145.35</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Superintendent of Operations &amp; Maintenance</td>
<td>12,359.61</td>
<td>12,977.59</td>
<td>13,626.47</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### SUMMARY OF BENEFITS
(detailed in Personnel Policy)

<table>
<thead>
<tr>
<th>Benefit</th>
<th>EBDA Provided Portion</th>
</tr>
</thead>
<tbody>
<tr>
<td>Medicare Tax</td>
<td>Employer contribution only, 1.45% of monthly salary.</td>
</tr>
<tr>
<td>P.E.R.S. Classic Member(^3) (2.5% @ 55 Formula; 1 year final compensation)</td>
<td>Authority shall contribute 100% of the required Employer normal cost (9.671%). The required Employee contribution is 8% of monthly salary.</td>
</tr>
<tr>
<td>P.E.R.S. New Member(^4) (2% @ 62 Formula; 3 years final compensation)</td>
<td>Authority shall contribute 100% of the required Employer normal cost (6.237%). The Employee shall contribute 100% of the required Employee contribution rate of 6.25% of monthly salary.</td>
</tr>
<tr>
<td>Medical Coverage</td>
<td>Insurance premiums paid by Authority; the maximum premium paid for medical shall not exceed the premium for Kaiser California Bay Area Employee and 2+ Dependents. No recompense will be made for employees who enroll as Employee Only or Employee +1 Dependent.</td>
</tr>
<tr>
<td>Post-Retirement Medical</td>
<td>Employer-paid medical premiums up to $460 per month are paid to CalPERS on behalf of those who retire from EBDA. The premiums up to $460 per month include the PEMHCA minimum. Any medical premium costs that exceed $460 per month are borne by the retiree. Note: the minimum qualification for retiree health benefits is five years of continual employment at EBDA.</td>
</tr>
<tr>
<td>Dental &amp; Vision Care</td>
<td>Employer pays dental and vision insurance premiums up to date of permanent separation from EBDA.</td>
</tr>
<tr>
<td>Life Insurance</td>
<td>Maximum policy value of $100,000 for employee paid by Authority up to the date of permanent separation from EBDA.</td>
</tr>
<tr>
<td>----------------</td>
<td>------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Disability Insurance (2/3 salary after all accrued leave is depleted)</td>
<td>Disability insurance premiums are paid by Authority up to the date of permanent separation from EBDA.</td>
</tr>
<tr>
<td>Deferred Compensation</td>
<td>The Authority contributes 2.32% of each full-time employee’s base salary to a deferred compensation plan determined by the Authority provided that the employee also contributes 0.32% of his/her base salary. The Authority contributes an additional $0.50 for each $1.00 voluntarily contributed by the employee up to a maximum additional Authority contribution of $500.00 per calendar year per full-time employee.</td>
</tr>
<tr>
<td>Holidays</td>
<td>11 paid holidays plus 3.5 days of personal holiday annually.</td>
</tr>
</tbody>
</table>

**MISCELLANEOUS**

<table>
<thead>
<tr>
<th>Compensatory Time Off</th>
<th>Unclassified, exempt employees do not receive additional payment for overtime. In lieu of payment, the General Manager may adjust working hours to compensate the employee for time worked in excess of 40 hours per week.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Calculation Method of Hourly Rate</td>
<td>Hourly rate equivalents shall be determined by dividing the employee's actual monthly salary rate by 173.33, which is considered to be the average number of working hours per month.</td>
</tr>
<tr>
<td>Use of Authority Vehicle</td>
<td>The General Manager may authorize the use of Authority vehicles by employees for business travel when determined that such use would be in the best interest of the Authority.</td>
</tr>
</tbody>
</table>

1. The difference between salary steps is 5%.
2. The General Manager’s salary will be adjusted to 80% of Step 2, and he will not receive a COLA. He will continue to receive full benefits (e.g., medical coverages and vacation).
3. Definition of a Classic Member – A classic member is defined as:
   - An existing member of a California public retirement system as of December 31, 2012. Please note, however, that because new member determination is based on an appointment-by-appointment basis, upon appointment, new hires will be required to self-certify their classic member status by submitting a form that tests against the new member definition and which may ultimately result in a change in status to new member.
4. Definition of a New Member – A new member is defined as any of the following:
   - A new hire who is brought into a California public retirement system membership for the first time on or after January 1, 2013, and who has no prior membership in a California public retirement system.
   - A new hire who was an active member of a California public retirement system and who, after a break in service of more than six months, returned to active membership in that system.

Revised: 04/16/2015