

# EAST BAY DISCHARGERS AUTHORITY COMMISSION MEETING MINUTES

**April 16, 2020**

**1. Call to Order**

Chair Cutter called the telephonic meeting to order pursuant to the Governor's Executive Order N-25-20 at 9:32 A.M. on Thursday, April 16, 2020. Dial-in information for the meeting was provided in the agenda for public attendees.

**2. Pledge of Allegiance – Deferred.**

**3. Roll Call**

<b>PRESENT:</b>	Sara Lamnin	City of Hayward
	Daniel Walters	Oro Loma Sanitary District
	Ralph Johnson	Castro Valley Sanitary District
	Pauline Cutter	City of San Leandro
	Thomas Handley	Union Sanitary District

**ABSENT: None**

**OTHERS**

<b>PRESENT:</b>	Jacqueline Zipkin	East Bay Dischargers Authority
	Eric Casher	Legal Counsel
	Howard Cin	East Bay Dischargers Authority
	Kalena Yambao	East Bay Dischargers Authority
	Juanita Villasenor	East Bay Dischargers Authority
	Jason Warner	Oro Loma Sanitary District
	Alex Ameri	City of Hayward
	David Donovan	City of Hayward
	Justin Jenson	City of San Leandro
	Roland Williams	Castro Valley Sanitary District
	Paul Eldredge	Union Sanitary District

**4. Public Forum**

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

## CONSENT CALENDAR

**5. Commission Meeting Minutes of March 19, 2020**

**6. List of Disbursements for March 2020**

**7. Treasurer's Report for March 2020**

Commissioner Handley moved to approve the consent calendar. The motion was seconded by Commissioner Johnson and carried unanimously 5-0, by roll call vote.

Ayes: Commissioners Lamnin, Walters, Handley, Johnson, Chair Cutter.  
Noes: None  
Absent: None  
Abstain: None

## REGULAR CALENDAR

### **8. General Manager's Report**

The General Manager (GM) provided an update on the Chlorine Residual Basin Plan Amendment, which would revise the regulatory requirement to maintain an instantaneous 0.0 mg/L chlorine residual at MDF. The amendment is scheduled for a public hearing and adoption in November. The GM also announced that EBDA's new website is scheduled to launch next week. The GM will send out a notice when it is ready to view and requested feedback once launched.

HASPA has released a Draft Design Alternatives Report for the Shoreline Master Plan. EBDA participated in stakeholder meetings along with Member Agency staff from Hayward and Oro Loma. The Master Plan is being closely coordinated with EBDA's grant-funded work on the Horizontal Levee Project and Feasibility Study for nature-based solutions at the Hayward Ponds. EBDA plans to release an RFP for these two projects in the coming months. EBDA will continue to work with its partners in developing a public outreach program.

The COVID-19 Pandemic has caused temporary closure of the Skywest Golf Course and related economic hardship for Hayward Area Recreation District (HARD). Staff recommends suspension of the recycled water charges for the golf course for May and June. EBDA will bring forth a resolution next month for approval.

### **9. Report from the Managers Advisory Committee (MAC)**

The MAC met on April 9, 2020. The MAC primarily focused on reviewing a draft term sheet for a potential brine project, which will be brought to the Regulatory Affairs Committee for review.

### **10. Report from the Financial Management Committee**

The Financial Management Committee met on April 13, 2020. The Committee reviewed the List of Disbursements and Treasurer's Report for March and recommended approval. The Committee also reviewed the Public Official Bond for the Operations & Maintenance Manager's position and recommends keeping the current policy and coverage amounts in place. The Committee recommends removing the dollar amount of the bond from the Investment Policy to provide flexibility in the future.

The Committee also reviewed previously approved lump-sum payments to the Authority's OPEB and Pension funds and recommends proceeding with the approved payments.

Lastly, the Committee reviewed the status of the LAVWMA negotiation, which has slowed due to LAVWMA beginning a study of their capacity needs. The Commission discussed some term-extension options and stipulations, which will be brought back before the Committee and Commission next month.

**11. Resolution Authorizing the General Manager to Issue Amendment No. 1 to the Agreement with Maze & Associates for Independent Audit Services in the Amount of \$9,342 for a Total Not to Exceed Amount of \$50,572**

Commissioner Walters moved to adopt the Resolution authorizing the GM to issue Amendment No. 1 to Maze & Associates. The motion was seconded by Commissioner Handley and carried unanimously, 5-0 by roll call vote.

Ayes: Commissioners Lamnin, Walters, Handley, Johnson, Chair Cutter.  
Noes: None  
Absent: None  
Abstain: None

**12. Report from the Operations and Maintenance Committee (O&M)**

The Operations and Maintenance Committee met on April 14, 2020, and discussed the status of the EBDA facilities. The O&M Manager reviewed NPDES Compliance for February and preliminary data for March and provided an update on current projects. At HEPS, the MCC stairs and the generator platform are scheduled to arrive next week. The remaining items for HEPS are on hold until the Shelter-in-Place has lifted. For AEPS, the Cavitation Study is on hold due to the COVID-19 Pandemic, but the impeller for Pump No. 6 is scheduled to ship shortly. At OLEPS, installation of the new switch for the generator continues to be postponed, but the Electrical Improvements Project has moved forward. The installation of the wiring and conduits for backup power was completed and a breaker connecting the new wiring is on order and should be installed in the coming month. OLEPS continues to have one of OLSD's portable generators connected as backup.

The O&M Manager gave an update on Skywest water production and wet weather. At MDF, the trees around the facility were trimmed, with the main focus being the large trees behind MDF and next to the SBS Storage Building. The O&M Manager gave an update on the Transport System Repair Couplings & Seals for EBDA's Force Main, which will be brought forth via resolution next month. The Committee and Commission recommend proceeding with dry rot repair and window replacement for the EBDA Office.

The GM discussed EBDA's Pandemic Response Plan. A call will take place next week to share Member Agencies' O&M response activities and explore opportunities for sharing resources. OLSD took part in analysis conducted by the University of Arizona, which showed coronavirus present in influent but not effluent. EBDA is tracking research on this topic but has not been contacted for sampling by any regulatory or public health agencies.

The installation of the X-band Radar for the AQPI project, previously scheduled for mid-March, has been delayed due to the current Shelter-in-Place mandate. The Cooperative Agreement, pending approval by Sonoma County Water Agency, is now slated for June and installation of the radar for late summer. The GM will continue to report on the progress of the project.

**13. Resolution Authorizing the General Manager to Issue Amendment No. 1 to the Agreement with Kermani Consulting Group for Disaster Cost Recovery Planning Services in the Amount of \$2,169, for a Total Not to Exceed Amount of \$52,169**

Commissioner Lamnin moved to adopt the Resolution authorizing the GM to issue Amendment No. 1 to Kermani Consulting Group. The motion was seconded by Commissioner Walters and carried unanimously, 5-0 by roll call vote.

Ayes: Commissioners Lamnin, Walters, Handley, Johnson, Chair Cutter.  
Noes: None  
Absent: None  
Abstain: None

**14. Items from Commission and Staff**

Chair Cutter noted that she is coordinating with EBDA staff on response to proposed bills in the California legislature related to use of emergency generators during Public Safety Power Shutoff events. The Bay Area Air Quality Management District has taken an oppose position on several bills that the wastewater community supports, and Chair Cutter is working to educate relevant stakeholders on the needs of wastewater agencies for protection of public health. Commissioner Lamnin requested any agencies willing to get involved in the CalPERS stakeholder phone calls, held monthly, do so, to help facilitate statewide planning for the CalPERS system.

**15. Adjournment**

With no further business, Chair Cutter adjourned the meeting at 10:51 A.M.



Jacqueline Zipkin  
General Manager