

# EAST BAY DISCHARGERS AUTHORITY COMMISSION MEETING MINUTES

September 21, 2023

## 1. Call to Order

Chair Lathi called the meeting to order at 4:08 P.M. on Thursday, September 21, 2023 at the Oro Loma Sanitary District, 2655 Grant Avenue, San Lorenzo, CA 94580.

## 2. Pledge of Allegiance

## 3. Roll Call

Present:	Angela Andrews	City of Hayward
	Fred Simon	Oro Loma Sanitary District
	Ralph Johnson	Castro Valley Sanitary District (arrived at 4:10 p.m.)
	Bryan Azevedo	City of San Leandro
	Anjali Lathi	Union Sanitary District

Absent: None

Attendees:	Jacqueline Zipkin	East Bay Dischargers Authority
	Howard Cin	East Bay Dischargers Authority
	Juanita Villasenor	East Bay Dischargers Authority
	Eric Casher	Legal Counsel
	David Donovan	City of Hayward
	Hayes Morehouse	City of San Leandro
	Jimmy Dang	Oro Loma Sanitary District
	Paul Eldredge	Union Sanitary District
	Roland Williams	Castro Valley Sanitary District

## 4. Public Forum

No members of the public were present.

## C O N S E N T C A L E N D A R

### 5. Commission Meeting Minutes of July 20, 2023

### 6. List of Disbursements for July 2023

### 7. List of Disbursements for August 2023

### 8. Preliminary Treasurer's Report for July 2023

### 9. Preliminary Treasurer's Report for August 2023

### 10. Preliminary Fourth Quarter Expense Summary, Fiscal Year 2022/2023

Commissioner Andrews moved to approve the Consent Calendar. The motion was seconded by Commissioner Simon and carried with the following roll call vote:

Ayes: Andrews, Simon; Azevedo, Lathi

Noes: None

Absent: Johnson

Abstain: None

## REGULAR CALENDAR

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

The General Manager (GM) discussed a workshop hosted by the EPA and the Johnson Foundation on how to facilitate innovation in wastewater through permitting. The GM will participate in a session on this topic at the CASA Winter Conference in Palm Springs. The GM attended a BACWA workshop on advancing water recycling by connecting water and wastewater agencies. Lastly, the GM updated the Commission on the Authority's administration building improvements project.

### **12. Report from the Managers Advisory Committee**

The GM reported on the September 12 meeting of the Managers Advisory Committee (MAC). The MAC discussed biosolids management options.

### **13. Report from the Regulatory Affairs Committee**

The GM reported on the September 18 meeting of the Regulatory Affairs Committee. The Committee discussed the status of the permit amendment for chlorine residual and per- and polyfluoroalkyl substances (PFAS) legislation. Lastly, the Committee reviewed BACWA's Key Regulatory Issues Summary.

### **14. Update on Watershed Permit for Nutrients**

The GM provided a presentation on nutrients in the San Francisco Bay.

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

The GM reported on the September 18 meeting of the Financial Management Committee. The Committee reviewed the Lists of Disbursements, Preliminary Treasurer's Reports and Preliminary Fourth Quarter Expense Summary and recommended approval. The Committee reviewed the Authority's Purchasing Policy and supports staff's recommended revisions. The Commission discussed increasing the GM's signature authority, but there was not consensus to change it. The policy will be brought to the Commission for approval in October. The Committee recommended switching to Fremont Bank and suggested a phased process where EBDA maintains one of its checking accounts with Wells Fargo Bank for a period of up to six months. The Committee recommended adoption of the resolution to become a participant in California Asset Management Trust (CAMP).

### **16. Resolution Authorizing the Authority to join with Other Public Agencies as a Participant of the California Asset Management Trust and to Invest in Shares of the Trust and in Individual Portfolios**

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

Ayes: Andrews, Simon, Johnson, Azevedo, Lathi  
Noes: None  
Absent: None  
Abstain: None

### **17. Report from the Operations and Maintenance Committee**

The Operations and Maintenance (O&M) Manager reported on the September 19, 2023 meeting. The O&M Manager provided updates on current activities, including the

Effluent Pump Replacement Project at the Hayward Effluent Pump Station (HEPS) and the Wet Well Sluice Gate repairs and maintenance at the Oro Loma Effluent Pump Station (OLEPS). The O&M Manager also reported on the Authority's new vehicle, purchased from Union Sanitary District (USD). The GM updated the Commission on the Cargill brine project.

**18. Motion Approving the Authority's Strategic Plan**

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

Ayes: Andrews, Simon, Johnson, Azevedo, Lathi  
Noes: None  
Absent: None  
Abstain: None

**19. Motion Approving the General Manager's Amended and Restated Employment Agreement**

The General Manager's contract amendment will a) increase her current base salary by \$1,500 annually effective October 1, 2023, b) increase the annual Authority contribution to the General Manager's deferred compensation plan by \$14,281, for an annual total of \$22,500, and c) add ten (10) days of administrative leave to her existing agreement. No other changes were proposed, and all other provisions of the employment agreement remain unchanged.

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

Ayes: Andrews, Simon, Johnson, Azevedo, Lathi  
Noes: None  
Absent: None  
Abstain: None

**20. Items from Commission and Staff**

Nothing to report from the Commission and Staff.

**21. Adjournment**

Chair Lathi adjourned the meeting at 5:55 p.m.



Jacqueline Zipkin  
General Manager