

MINUTES OF THE REGULAR MEETING
OF THE SANITARY BOARD OF
ORO LOMA SANITARY DISTRICT

March 7, 2017

The regular meeting of the Sanitary Board of Oro Loma Sanitary District was called to order by President Shelia Young at 3:00 p.m. on Tuesday, March 7, 2017, at the District offices at 2655 Grant Avenue, San Lorenzo. President Young noted that Directors Timothy Becker, Roland Dias, Rita Duncan and Dan Walters were present. In attendance were Jason Warner, General Manager; William Halsted, District Engineer; Arlene Wong, Finance Manager; Andreea Simion, Administrative Services Manager; Jen Faught, District Legal Counsel; and Sally Green, District Secretary. Also present were East Bay Dischargers Authority General Manager Michael Connor and Oro Loma Maintenance Department staff Rob Fletcher, Rich Goodman, Ray Green, Jeff Hansen, James Haynes, Tony Monteiro, and Gustav Schier. No general public was present. The Maintenance staff left at 3:37 p.m.; CVSan General Manager Roland Williams arrived at 4:40 p.m.; and CVSan Board President Melody Appleton arrived at 4:50 p.m.

President Young proposed that in the interest of time and to provide a longer review period, Items 16 and 17 be removed from this agenda and placed on the April 4, 2017 agenda. She asked the other Board members if there were any objections; hearing none, the agenda was amended and the items removed and rescheduled.

President Young welcomed the Maintenance staff to the meeting. General Manager Warner explained that they were there to attend the presentation on the East Bay Dischargers Authority, as Oro Loma staff maintains the EBDA facility located on District property. He added that this is a good opportunity for staff to learn more about the other EBDA facilities and the organization in general.

Director Becker moved approval of the single Consent Calendar item, based on staff recommendation: 4) Approval of Board Minutes of February 21, 2017. The motion was seconded by Director Duncan and carried unanimously, 5-0.

President Young introduced Dr. Michael Connor, East Bay Dischargers Authority General Manager, and asked General Manager Warner to say a few words. Warner said that Dr. Connor has been EBDA's General Manager for the last eight years, and has done an extraordinary job working with the five member agencies. Now, with the Joint Powers Authority (JPA) expiring at the beginning of 2020, Dr. Connor was asked to provide an overview of the 40-year-old EBDA system and give the directors information to inform them in advance of the upcoming JPA negotiations. Dr. Connor began by recognizing Director Dias as a long-time EBDA Commissioner, and thanked him for his service and contributions over the 24 years he served as Oro Loma's representative. Connor's presentation included detailed information on EBDA's facilities at each of the member agencies' locations and the Marina Dechlorination site; that the operations are controlled by SCADA; EBDA Strategic Planning; and long-range strategies for energy, water, nutrients and sea level rise. President Young thanked Dr. Connor for the informative presentation, and said that it would be beneficial for the Board to tour some of the facilities.

President Young reported on the February 22, 2017 meeting of the Alameda County Waste Management Authority. Highlights included the first reading and public hearing of an amendment to the Alameda County Integrated Waste Management Plan (CoIWMP) to include the Davis Street Organics Facilities at the Davis Street Transfer Station in San Leandro, and approval of a Workforce Strategy offering a two-year service credit to certain eligible employees in exchange for early retirement.

Director Duncan reported on the February 24, 2017 meeting of the Personnel/Safety/Public Information Committee. The first four topics discussed, 1) Strategic Plan Review and Recommendation for Board Approval; 2) Review Draft Oro Loma Logos and Taglines and Recommend Board Approval, 3) Request Recommendation for Board Approval of Out-of-State Conference Attendance – Jimmy Dang, Senior Project Engineer; and 4) Request Recommendation for Board Approval of Out-of-State Conference Attendance – Andreea Simion, Administrative Services Manager, come before the full Board for approval later on this agenda. The next topic was a potential Household Hazardous Waste Collection Event; the District has an opportunity to partner with Alameda County to co-sponsor a collection event in the summer for safe disposal of household hazardous waste, electronic waste, and pharmaceuticals. Because of this large event, tentatively scheduled for August, and the Earth Day Poster Contest awards ceremony in May, the Committee recommended postponing the fall open house until May 2018. The final topics included a Discussion on Rules of Order (after reviewing a memo from legal counsel, the Committee agreed that Oro Loma Board meetings are run in a professional manner and recommended against adoption of specific rules of order); and Review General Manager's Compensation Survey and History of Compensation.

Director Becker reported on the February 27-March 1, 2017 Washington D.C. Public Policy Forum, which he and Director Duncan attended as Oro Loma's representatives to CASA. The first day's activities began with an opening address given by a White House correspondent, which Director Becker said was informative and entertaining. He said that those attending the Forum may not have actually met with the legislators and senators, but instead met with their staff, who took detailed notes to convey concerns to their respective elected officials. Director Becker related that he met with Greg Kester, CASA's Director of Renewable Resource Programs, and commented how well connected Mr. Kester is with the Environmental Protection Agency. Director Duncan agreed that the Forum was informative, and said that she was impressed with the organization of the large CASA delegation and how the time spent with the legislative aides was leveraged to present CASA's concerns. Director Duncan said that through networking, she joined a collection workshop group led by Adam Link, CASA Director of Government Affairs; an issue of great concern for the group is flushable wipes. She ended her comments by saying that Director Becker is well respected by other CASA members, and she was honored to be associated with him and the District at the conference.

Director Dias moved approval of the Committee minutes for entry to the District record by reference. The motion was seconded by Director Duncan and carried unanimously, 5-0.

Director Dias moved approval of Agenda Items 10 and 11, Approval of Out-of-State Conference Attendance by Senior Project Engineer Jimmy Dang and Approval of Out-of State Conference Attendance by Administrative Services Manager Andreea Simion. The motion was seconded by Director Becker and carried unanimously, 5-0. Dang, who is a Board Member on the Pipe Users Group of Northern California (PUG), will attend the American Society of Civil Engineers (ASCE) Pipelines Conference in Phoenix, AZ, scheduled for August 6-9, 2017, with all conference expenses paid by PUG. Simion will attend the April 26-28, 2017 Western Region International Public Management Association (WRIPMA) annual conference in Las Vegas, NV. In response to a

query from Director Walters, staff advised that less than five out-of-state conferences are attended annually by staff.

President Young introduced Agenda Item 12, Approval of Updated Oro Loma Sanitary District Logo and New District Tagline. General Manager Warner said that in accordance with the Communications Plan, staff engaged a communication expert to develop a refreshed District logo and a new tagline for the District. The Board reviewed the logo recommended by the Personnel/Safety/Public Information Committee, along with five other draft logos. Following a lengthy discussion, a consensus was not reached for a refreshed logo or a new tagline. President Young directed the item be sent back to the Personnel/Safety/Public Information Committee for further discussion and review.

In the interest of time (the CVSan Board was scheduled to arrive at 5:00 p.m. for ceremonial photos at the horizontal levee site), President Young advanced the agenda to Item 14. Director Becker MOVED TO AUTHORIZE THE GENERAL MANAGER TO EXECUTE AN AGREEMENT WITH F.D. THOMAS, INC., IN THE AMOUNT OF \$475,000 AND REJECT ALL OTHER BIDS: SECONDARY CLARIFIERS REHABILITATION PROJECT 2016. The motion was seconded by Director Dias and carried unanimously, 5-0. The project includes surface preparation and coating of the Secondary Clarifiers, as shown on the plans and specifications.

President Young invited General Manager Warner to speak on Agenda Item 13, Approve Adoption of the Updated Oro Loma Sanitary District 10-Year Strategic Plan. Warner said that this is the third edition of the 10-Year Plan, which is updated every two years, and the current Plan contains some significant changes relating to the maintenance of the District's collection system. He discussed a new section that was added to the Plan, "District Values," and provided details on several goals throughout the document. At 4:50 p.m., it was decided to interrupt the presentation, reschedule it to the next Board meeting (March 21), and proceed with Staff/Director Comments.

General Manager Warner advised the Board that the Co-gen rebuild was finished and the engines back in service. He said that the work was managed well by two staff mechanics who were assigned the responsibility of maintaining the cogens after the retirements of two veteran employees. He added that this successful transfer of responsibilities was outlined in the previous version of the Strategic Plan.

Legal Counsel Faught reported that the California Supreme Court ruled that public officials' and employees' business-related communications on private devices and accounts may be public records subject to disclosure; it is unclear how the ruling will be enforced.

There being no further business to come before the Board, President Young adjourned the meeting at 4:53 p.m.

Rita Duncan
Secretary

(Recording Secretary:
Sally Green)