

**MINUTES  
BOARD MEETING  
ORO LOMA SANITARY DISTRICT**

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<b>TUESDAY, APRIL 22, 2025</b>	<b>5:00 PM</b>	<b>ORO LOMA SANITARY DISTRICT BOARDROOM 2655 GRANT AVENUE, SAN LORENZO, CA 94580</b>
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**1. CALL TO ORDER**

President Young called the meeting to order at 5:00 p.m.

**2. ROLL CALL: DIRECTORS DEAN, DUNCAN, LEE, SIMON, YOUNG**

PRESENT: Shelia Young, President  
Benny Lee, Vice-President  
Rita Duncan, Secretary  
Fred Simon, Director (Via teleconference)  
Mimi Dean, Director

STAFF: Jimmy Dang, General Manager  
Bill Halsted, District Engineer  
Zaneta Luna, Administrative Services Manager  
Liliana Moreno, Finance Manager  
Natasha Browne, Solid Waste Program Consultant  
Patricia Schofield, District Secretary  
Alex Mog, District Counsel

PUBLIC: Julio Contreras, Ashland Community Farm

**3. PLEDGE OF ALLEGIANCE**

Director Lee led the assembly in the pledge of allegiance.

**4. GENERAL PUBLIC**

Julio Contreras made a general comment regarding Ashland Community Farm, formerly Dig Deep, in San Leandro. His comment was referred to the Staff.

**5. CONSENT CALENDAR**

**5.1. *Approval of Board Minutes, April 8 and 15, 2025***

Moved by Director Benny Lee, seconded by Director Rita Duncan. Approve the minutes.

Carried unanimously

**5.2. *Approval of Financial Statements, March 2025***

Moved by Director Benny Lee, seconded by Director Rita Duncan. Approve monthly financial statements.

Carried unanimously

**5.3. *Approval of Compliance & Activity Reports, March 2025***

Approve monthly compliance and activity reports.

Carried

**6. COMMITTEE/AUTHORITY/ASSOCIATION REPORTS**

**6.1. *Report from Solid Waste Committee, April 14, 2025 - Director Duncan***

Summary of minutes from the April 14, 2025 meeting.

**6.2. *Report from Construction Committee, April 16, 2025 - Director Simon***

Summary of minutes from the April 16, 2025 meeting.

**6.3. *Report from Personnel Committee, April 16, 2025 - Director Young***

Summary of minutes from the April 16, 2025 meeting.

**6.4. *Report from Operations Committee, April 17, 2025 - Director Dean***

Summary of minutes from the April 17, 2025 meeting.

**6.5. *Report from East Bay Dischargers Authority (EBDA), April 17, 2025 - Director Young***

Summary of minutes from the April 17, 2025 meeting.

**6.6. *Report from Finance & Insurance Committee, April 18, 2025 - Director Lee***

Summary of minutes from the April 18, 2025 meeting.

**6.7. *Approval of Committee Minutes for Entry to District Record***

Moved by Director Benny Lee, seconded by Director Rita Duncan. Approve the Committee minutes for entry to the District record by reference.

Carried unanimously

**7. NEW BUSINESS**

**7.1. *Resolution Fixing Time and Place for Oro Loma Sanitary District Public Hearing on Delinquent Solid Waste Charges Reports for Fiscal Year 2024-25; and Proposed Method of Collection and Election by Oro Loma Sanitary District to Collect Delinquent Solid Waste Charges on the Alameda County Tax Roll; and Providing for Notice Thereof and Hearing Thereon***

Moved by Director Benny Lee, seconded by Director Fred Simon. Adopt the resolution.

Carried unanimously

**7.2. *Approval of Updated District Code of Ethics/Conduct for Members of the Board of Directors***

Director Simon made a motion requesting to continue this item at the Board Workshop on June 5, 2025. Director Duncan seconded the request and the Board approved the motion to continue the item with a unanimous vote.

**7.3. *Approval of Staffing Plan to Support the Lateral Inspection Program***

Moved by Director Benny Lee, seconded by Director Mimi Dean. Approve the proposed Lateral Inspection Program staffing plan.

Carried by the following votes:

Ayes: Director Fred Simon, Director Shelia Young, Director Benny Lee, and Director Mimi Dean

Nays: Director Rita Duncan

**7.4. *Approval of Outreach Plan for the Lateral Inspection Program***

Moved by Director Benny Lee, seconded by Director Mimi Dean. Approve the proposed Lateral Inspection Program outreach plan.

Carried unanimously

**7.5. *Approval to Add One Full-Time Solid Waste Program Coordinator Position in the Administration Department***

President Young stated that staff had requested to pull the item from the agenda.

**7.6. *Authorization for General Manager to Execute an Agreement with SAK Construction, LLC, in the Amount of \$1,973,700: 78-inch RCP Influent Pipeline Rehabilitation***

Moved by Director Mimi Dean, seconded by Director Rita Duncan. Authorize the General Manager to execute an agreement with SAK Construction, LLC in the amount of \$1,973,700: 78-inch RCP Influent Pipeline Rehabilitation

Carried unanimously

**7.7. *Approval of Updated District Sewer System Management Plan (SSMP)***

Moved by Director Rita Duncan, seconded by Director Benny Lee. Approve the updated SSMP.

Carried unanimously

**8. STAFF/DIRECTOR COMMENTS**

General Manager Dang stated that he would be in attendance at the CWEA Annual Conference, noting that the District would be receiving the Plant of the Year State Award at the conference. He also informed the Board that a plant inspection by the Regional Water Quality Control Board is scheduled for May 6 as part of the District's compliance obligations under its discharge permit with the State.

Director Dean requested that an item be added to the upcoming communications workshop agenda to discuss the potential revival of the District's open house event. The Board reached consensus to include the item. She also highlighted the positive contributions of Julio Contreras to the community and encouraged the District to consider supporting the Ashland Community Farm initiative.

Director Simon expressed that it was a great meeting and thanked staff for all of their work. He also voiced his support for providing assistance to the Ashland Community Farm.

Director Duncan requested that an item be added to a future Operations Committee meeting regarding a discussion on the CCTV schedule and a presentation on the lateral launcher equipment. The Board reached consensus to include the item. She also thanked General Manager Dang and staff for providing an organizational chart that outlines budget responsibilities.

Vice President Lee echoed his appreciation for the organizational chart and expressed his support for Julio Contreras and the Ashland Community Farm. He thanked staff for their excellent work and noted it was a very good meeting.

President Young commented that while the Board typically moves through the consent calendar quickly, she was impressed by the level of work reflected in the OMCE compliance and activity reports. She concluded by stating it was a good meeting.

**9. CLOSED SESSION**

The Board adjourned to open session at 6:53 p.m.

**9.1. *CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION***

***Initiation of Litigation – One (1) Case***

***Pursuant to Government Code Section 54956.9(d)(4)***

**10. RECONVENE TO OPEN SESSION & ADJOURNMENT**

The Board reconvened to open session at 7:35 p.m. President Young stated that no reportable action was taken in closed session and that the Board had provided direction to staff.

There being no further business to come before the Board, President Young adjourned the meeting at 7:35 p.m.