

**MINUTES OF THE MEETING OF THE
BOARD OF DIRECTORS OF
UNION SANITARY DISTRICT
October 24, 2016**

CALL TO ORDER

President Handley called the meeting to order at 7:00 p.m.

PLEDGE OF ALLEGIANCE

ROLL CALL

PRESENT: Tom Handley, President
Pat Kite, Vice President
Anjali Lathi, Secretary
Manny Fernandez, Director
Jennifer Toy, Director

STAFF: Paul Eldredge, General Manager
Karen Murphy, District Counsel
Sami Ghossain, Technical Services Manager
James Schofield, Collection Services Manager
Armando Lopez, Treatment and Disposal Services Manager
Pamela Arends-King, Business Services Manager/CFO
Robert Simonich, Fabrication, Maintenance, and Construction Manager
Regina McEvoy, Assistant to the General Manager/Board Secretary

APPROVAL OF THE MINUTES OF THE MEETING OF OCTOBER 10, 2016

It was moved by Vice President Kite, seconded by Director Fernandez, to approve the Minutes of the Meeting of October 10, 2016. Motion carried unanimously.

MONTHLY OPERATIONS REPORT FOR SEPTEMBER 2016

This item was reviewed by the Legal/Community Affairs and Budget & Finance Committees. General Manager Eldredge reported the following:

- Odor Complaints: There was one odor complaint received during the month of September from a Union City resident who reported a treatment plant odor. District staff responded by touring the resident's neighborhood and no odor was detected.

Business Services Manager/CFO Arends- King reported the following:

- Revenues:
 - Received \$193,000 in capacity fees during the month of September which included the following:
 - \$67,000 from Crossroads Church in Fremont

- Received \$67,000 for residential development from Brookfield Bell Air LLC
- Expenses:
 - The District spent \$2.2 million in Capital Expenditures
 - The District spent \$1 million for the Newark Backyard Sewer Relocation Project

General Manager Eldredge stated Monthly Operations Reports for each work group were included in the Board meeting packet.

WRITTEN COMMUNICATIONS

There were no written communications.

ORAL COMMUNICATIONS

There were no oral communications.

AUTHORIZE THE GENERAL MANAGER TO EXECUTE TASK ORDER NO. 2 WITH DEGENKOLB ENGINEERS FOR THE SEISMIC VULNERABILITY ASSESSMENT, PHASE 3

This item was reviewed by the Engineering & Information Technology Committee. Technical Services Manager Ghossain stated the Board authorized the General Manager to execute an agreement and Task Order No. 1 with Degenkolb Engineers in the amount of \$148,399 for Phase 1 of the Seismic Vulnerability Assessment at the Board meeting held November 25, 2013. Phase 2 identified seismic deficiencies of the Administration, Field Operations, Plant Operations Control, and Primary Clarifiers 1-4 Buildings. A special project to perform Phase 3 of the Seismic Vulnerability Assessment was included in the FY 17 budget. The objective of Phase 3 will be to assess the structures critical in conveying wastewater at the Plant and one remote pump station. Staff recommended the Board authorize the General Manager to execute Task Order No. 2 with Degenkolb Engineers in the amount of \$105,345 for the Seismic Vulnerability Assessment, Phase 3.

General Manager Eldredge stated the Engineering & Information Technology Committee requested staff continue to use the American Society of Civil Engineers criteria for seismic impact as opposed to terms previously used by Degenkolb Engineers.

It was moved by Director Toy, seconded by Secretary Lathi, to Authorize the General Manager to Execute Task Order No. 2 with Degenkolb Engineers for the Seismic Vulnerability Assessment, Phase 3. Motion carried unanimously.

CONSIDER MODIFYING BOARD OFFICER TITLES FROM PRESIDENT AND VICE-PRESIDENT TO CHAIR AND VICE-CHAIR

District Counsel Murphy stated staff prepared this item per a request received at the September 26, 2016, Board meeting. District Board titles had been Chair and Vice Chair prior to changing to President and Vice President in January 2008. District Counsel Murphy stated that while the majority of Sanitary Districts use the titles of President and Vice President, USD may choose to use Chair and Vice Chair provided it is made clear the Chair would serve the role of the "President" per Health & Safety Code section 6486 and 6487. To accomplish the title change, staff would prepare necessary revisions to Policy 3070, Board Officers and Committee Membership.

It was moved by Vice President Kite, seconded by Secretary Lathi, for staff to prepare a Board item to modify Board officer titles from President and Vice-President to Chair and Vice-Chair. Motion with the following vote:

AYES: Fernandez, Kite, Lathi
NOES: Handley, Toy
ABSENT: None
ABSTAIN: None

INFORMATION ITEMS:

Check Register

All questions were answered to the Board's satisfaction.

Recycled Water Feasibility Study Update

Technical Services Manager Ghossain stated the main focus of the study was to evaluate potential for an indirect potable reuse (IPR) project for the District and Alameda County Water District (ACWD) to recharge the Niles Cone Groundwater Basin. USD would need a secondary treatment process enhancement in addition to a new Advanced Water Purification Facility to comply with regulations governing groundwater recharge for IPR. It was noted that any IPR project would require further study and modeling by ACWD before moving forward.

Annual Report to Union City for Fiscal Year 2016

Treatment and Disposal Services Manager Lopez stated the District's Use Permit with the City of Union City requires submission of an annual report to the City Manager's Office. The report documents existing wastewater treatment plant flow, provides projections for plant flow the following year, reviews compliance and effluent discharge limits, and provides a status report on progress made in the development of new treatment facilities outside of Union City limits.

Cal-Card Quarterly Activity Report

This item was reviewed by the Budget & Finance Committee. Business Services Manager/CFO Arends-King presented the Cal-Card Quarterly Merchant Activity Report and responded to Boardmember questions.

Board Expenditures for the 4th Quarter of FY 2016

This item was reviewed by the Budget & Finance Committee. Business Services Manager/CFO Arends-King presented the report.

Board Expenditures for the 1st Quarter of FY 2017

This item was reviewed by the Budget & Finance Committee. Business Services Manager/CFO Arends-King presented the report.

COMMITTEE MEETING REPORTS:

The Budget & Finance, Legal/Community Affairs, and Engineering and Information Technology Committees met. The Legislative Committee meeting was canceled due to a lack of quorum.

GENERAL MANAGER'S REPORT:

General Manager Eldredge reported the following:

- Presented a chart which showed estimated savings for refinancing the District's SRF debt. Staff is not proceeding with the refinance at this time, but will wait and see what the market does in the coming months.
- The District will host the next Alameda County Special Districts Association meeting at 7:45 a.m. on Wednesday, November 9, 2016.

OTHER BUSINESS:

Director Kite stated she attended the 2016 Sewer Summit held October 20, 2016.

ADJOURNMENT:

The meeting was adjourned at 7:45 p.m. to the next scheduled Regular Board Meeting to be held in the Boardroom on Monday, November 14, 2016, at 7:00 p.m.

SUBMITTED:


REGINA McEVOY
BOARD SECRETARY

ATTEST:


ANJALI LATHI
SECRETARY

APPROVED:



TOM HANDLEY
PRESIDENT

Adopted this 14th day of November, 2016