

**MINUTES OF THE MEETING OF THE
BOARD OF DIRECTORS OF
UNION SANITARY DISTRICT/UNION SANITARY DISTRICT FINANCING
AUTHORITY
February 24, 2020**

CALL TO ORDER

Secretary Kite called the meeting to order at 7:00 p.m.

SALUTE TO THE FLAG

ROLL CALL

PRESENT: Pat Kite, Secretary
Anjali Lathi, Director
Manny Fernandez, Director

ABSENT: Jennifer Toy, President
Tom Handley, Vice President

STAFF: Paul Eldredge, General Manager/District Engineer
Karen Murphy, District Counsel
Sami Ghossain, Technical Services Manager
Armando Lopez, Treatment and Disposal Services Manager
James Schofield, Collection Services Manager
Robert Simonich, Fabrication, Maintenance, and Construction Manager
Gene Boucher, Human Resources Manager
Laurie Brenner, Business Services Coach
Michelle Powell, Communications and Intergovernmental Relations Coordinator
Regina McEvoy, Executive Assistant to the General Manager/Board Clerk

VISITORS: Alice Johnson, League of Women Voters
Monique Spyke, PFM Asset Management LLC Managing Director
Mike Marzano

**APPROVE MINUTES OF THE UNION SANITARY DISTRICT BOARD MEETING OF
FEBRUARY 10, 2020**

It was moved by Director Fernandez, seconded by Director Lathi, to Approve Minutes of the Union Sanitary District Board Meeting of February 10, 2020. Motion carried with the following vote:

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

APPROVE MINUTES OF THE SPECIAL UNION SANITARY DISTRICT BOARD MEETING OF FEBRUARY 12, 2020

It was moved by Director Lathi, seconded by Director Fernandez, to Approve Minutes of the Special Union Sanitary District Board Meeting of February 12, 2020. Motion carried with the following vote:

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

OPERATIONS REPORT

a) January 2020 Monthly Operations Report

This item was reviewed by the Budget & Finance and Legal/Community Affairs Committees. General Manager Eldredge reviewed the Odor Report and Work Group Reports. Business Services Coach Brenner provided an overview of the Financial Reports.

b) Fiscal Year 2020 2nd Quarter Managed Investment Portfolio Report

This item was reviewed by the Budget & Finance Committee. Business Services Coach Brenner introduced PFM Asset Management, LLC Managing Director Spyke. PFM Managing Director Spyke summarized the Investment Performance Review for the Quarter Ended December 31, 2019, as included in the Board meeting packet.

WRITTEN COMMUNICATIONS

There were no written communications.

PUBLIC COMMENT

There was no public comment.

REVIEW AND CONSIDER APPROVAL OF PUBLICLY AVAILABLE PAY SCHEDULE EFFECTIVE MARCH 1, 2020

This item was reviewed by the Personnel Committee. Human Resources Manager Boucher stated the Publicly Available Pay Schedule has been mandated by CalPERS since August 2011. CalPERS recently updated the requirements for showing the pay rate for each identified position to include the pay rate at each step within the pay range. The table for Classified staff has been updated to reflect the new requirement and the format for Unclassified staff remained unchanged. The salary changes contained within the pay schedules were outlined in the Board meeting packet. Staff recommended the Board review and consider approval of the Publicly Available Pay Schedule effective March 1, 2020.

It was moved by Director Lathi, seconded by Director Fernandez, to Approve the Publicly Available Pay Schedule Effective March 1, 2020. Motion carried with the following vote:

AYES: Fernandez, Kite, Lathi

NOES: None

ABSENT: Handley, Toy

ABSTAIN: None

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Union Sanitary District
Unclassified Employees Salary Schedule
Effective September 1, 2019

Position Title	Minimum Bi-Weekly Pay Rate	Maximum Bi-Weekly Pay Rate
Accounting and Financial Analyst I	\$3,345.26	\$4,390.65
Accounting and Financial Analyst II	\$3,777.60	\$4,958.10
Assistant Engineer	\$4,042.96	\$5,306.39
Assistant Engineer - Limited Term	\$4,042.96	\$5,306.39
Associate Engineer	\$4,535.99	\$5,953.49
Buyer I	\$3,105.69	\$4,076.22
Buyer II	\$3,450.77	\$4,529.14
Coach, Capital Improvement Projects	\$5,983.39	\$7,853.20
Coach, Collection Services	\$4,738.26	\$6,218.96
Coach, Customer Service	\$5,983.39	\$7,853.20
Coach, Electrical & Technology	\$5,637.99	\$7,399.87
Coach, Environmental Compliance	\$5,141.57	\$6,748.31
Coach, Finance & Acquisition Services	\$5,540.60	\$7,272.04
Coach, Mechanical Maintenance	\$4,800.46	\$6,300.60
Coach, Research & Support/Sr. Process Engineer	\$5,327.93	\$6,992.91
Coach, Wastewater Plant Operations	\$4,847.77	\$6,362.70
Coach, Wastewater Plant Operations - Limited Term	\$4,847.77	\$6,362.70
Enhanced Treatment Site Upgrade Assistant Program Manager - Limited Term	\$5,071.75	\$6,656.67
Enhanced Treatment Site Upgrade Program Manager - Limited Term	\$5,827.17	\$7,648.16
Environmental Health and Safety Program Manager	\$4,370.20	\$5,735.89
Environmental Program Coordinator	\$4,651.89	\$6,105.61
Executive Assistant to the General Manager/Board Secretary	\$3,643.30	\$4,781.83
Human Resources Analyst II	\$3,920.88	\$5,146.16
Human Resources Manager	\$5,531.09	\$7,259.55
Information Technology Administrator	\$5,369.52	\$7,047.49
Information Technology Analyst	\$3,569.98	\$4,685.60
Junior Engineer	\$3,638.67	\$4,775.75
Manager, Business Services / Chief Financial Officer	\$7,503.41	\$9,848.22
Manager, Collection Services	\$6,560.99	\$8,611.30
Manager, Maintenance and Technology Services	\$6,889.04	\$9,041.86
Manager, Technical Services	\$7,196.86	\$9,445.88
Manager, Treatment & Disposal Services	\$6,560.99	\$8,611.30

Unclassified Employees Salary Schedule
Effective September 1, 2019

Position Title	Minimum Bi-Weekly Pay Rate	Maximum Bi-Weekly Pay Rate
Organizational Performance Coordinator I	\$3,380.29	\$4,436.62
Organizational Performance Coordinator II	\$3,904.24	\$5,124.31
Organizational Performance Manager	\$4,509.39	\$5,918.57
Principal Engineer	\$5,413.55	\$7,105.28
Purchasing Agent	\$4,194.52	\$5,505.31
Senior Accounting and Financial Analyst	\$3,993.74	\$5,241.78
Senior Database Administrator / Developer	\$4,467.43	\$5,863.50
Senior GIS/Database Administrator/Developer	\$4,555.21	\$5,978.71
Senior Information Technology Analyst	\$3,966.65	\$5,206.22
Senior Network Administrator	\$4,437.59	\$5,824.34
Senior Engineer/Senior Process Engineer	\$4,820.51	\$6,326.92
General Manager	\$8,520.99	\$11,183.80

Board of Directors: Directors meet or serve in their official capacity 3 – 12 times per month with a maximum of six paid meetings/month at a rate of \$212.10 per meeting and are paid for a maximum of one meeting per day.

Approved by:

Jennifer Toy, President
Board of Directors

Union Sanitary District
Classified Employees Salary Schedule
Effective March 1, 2020

Position Title	Grade	Step 1	Step 2	Step 3	Step 4	Step 5
Accountant	1	\$42.1667	\$44.2751	\$46.4888	\$48.8133	\$51.2539
Accountant	2	\$46.3835	\$48.7027	\$51.1379	\$53.6948	\$56.3795
Accounting Technician I	1	\$36.7489	\$38.5863	\$40.5156	\$42.5414	\$44.6685
Accounting Technician II	2	\$40.4235	\$42.4447	\$44.5669	\$46.7952	\$49.1350
Accounting Technical Specialist		\$45.4765	\$47.7503	\$50.1378	\$52.6447	\$55.2769
Administrative Specialist I	1	\$35.9201	\$37.7161	\$39.6019	\$41.5820	\$43.6611
Administrative Specialist II	2	\$37.8106	\$39.7011	\$41.6862	\$43.7705	\$45.9590
Assistant Storekeeper		\$34.9281	\$36.6746	\$38.5083	\$40.4337	\$42.4554
Chemist I	1	\$49.4238	\$51.8949	\$54.4897	\$57.2142	\$60.0749
Chemist II	2	\$51.8950	\$54.4898	\$57.2143	\$60.0750	\$63.0787
Collection System Trainer		\$49.2099	\$51.6704	\$54.2540	\$56.9667	\$59.8150
Collection System Worker I	1	\$38.7326	\$40.6692	\$42.7026	\$44.8378	\$47.0796
Collection System Worker II	2	\$42.6060	\$44.7363	\$46.9731	\$49.3218	\$51.7879
Communications & Intergovernmental Relations Coordinator		\$53.3226	\$55.9886	\$58.7881	\$61.7274	\$64.8138
Construction Inspector I	1	\$43.1808	\$45.3398	\$47.6068	\$49.9871	\$52.4865
Construction Inspector II	2	\$47.4987	\$49.8737	\$52.3673	\$54.9857	\$57.7350
Construction Inspector III	3	\$49.3988	\$51.8687	\$54.4621	\$57.1853	\$60.0445
Customer Service Fee Analyst		\$41.0463	\$43.0986	\$45.2536	\$47.5162	\$49.8921
EC Outreach Representative		\$50.9406	\$53.4876	\$56.1620	\$58.9701	\$61.9186
EC Specialist/Outreach		\$54.5064	\$57.2317	\$60.0933	\$63.0980	\$66.2529
Engineering Assistant/Plan Checker		\$52.9600	\$55.6080	\$58.3884	\$61.3078	\$64.3732
Engineering Technician I	1	\$41.6640	\$43.7472	\$45.9346	\$48.2313	\$50.6429
Engineering Technician II	2	\$45.8304	\$48.1220	\$50.5281	\$53.0545	\$55.7072
Engineering Technician III	3	\$50.4136	\$52.9342	\$55.5809	\$58.3600	\$61.2780
Environmental Compliance Inspector I	1	\$40.7924	\$42.8320	\$44.9736	\$47.2223	\$49.5834
Environmental Compliance Inspector II	2	\$45.8924	\$48.1870	\$50.5964	\$53.1262	\$55.7825
Environmental Compliance Inspector III	3	\$50.9406	\$53.4876	\$56.1620	\$58.9701	\$61.9186
Environmental Compliance Inspector IV	4	\$54.5064	\$57.2317	\$60.0933	\$63.0980	\$66.2529

Fleet Mechanic I	1	\$41.1466	\$43.2039	\$45.3641	\$47.6323	\$50.0140
Fleet Mechanic II	2	\$46.0842	\$48.3885	\$50.8079	\$53.3483	\$56.0157
Instrument Tech/Electrician		\$50.6841	\$53.2183	\$55.8792	\$58.6731	\$61.6068
Janitor		\$27.9383	\$29.3352	\$30.8020	\$32.3421	\$33.9592
Laboratory Director		\$61.4737	\$64.5474	\$67.7748	\$71.1635	\$74.7217
Lead Collection System Worker		\$46.8666	\$49.2099	\$51.6704	\$54.2540	\$56.9667
Maintenance Assistant		\$17.6819	\$18.5660	\$19.4943	\$20.4690	\$21.4925
Mechanic I	1	\$42.2593	\$44.3723	\$46.5909	\$48.9205	\$51.3665
Mechanic II	2	\$47.3306	\$49.6972	\$52.1820	\$54.7911	\$57.5307
Painter		\$43.4318	\$45.6034	\$47.8835	\$50.2777	\$52.7916
Planner/Scheduler I	1	\$48.5185	\$50.9444	\$53.4916	\$56.1662	\$58.9745
Planner/Scheduler II	2	\$52.1738	\$54.7825	\$57.5216	\$60.3977	\$63.4177
Plant Operations Trainer		\$58.5347	\$61.4614	\$64.5345	\$67.7612	\$71.1493
Plant Operator I	1	\$39.7129	\$41.6986	\$43.7835	\$45.9727	\$48.2713
Plant Operator II	2	\$44.7692	\$47.0076	\$49.3580	\$51.8259	\$54.4172
Plant Operator III	3	\$52.2631	\$54.8763	\$57.6201	\$60.5011	\$63.5261
Receptionist		\$31.4085	\$32.9789	\$34.6278	\$36.3592	\$38.1772
Storekeeper I	1	\$44.1653	\$46.3736	\$48.6923	\$51.1269	\$53.6832
Storekeeper II	2	\$46.3735	\$48.6922	\$51.1268	\$53.6831	\$56.3673
Utility Worker		\$34.4193	\$36.1403	\$37.9473	\$39.8447	\$41.8369

Approved By:



 Jennifer Toy, President
 Board of Directors

**CONSIDER A RESOLUTION TO ADOPT AN ADDENDUM TO THE MITIGATED
NEGATIVE DECLARATION FOR THE STANDBY POWER GENERATION SYSTEM
UPGRADE PROJECT AND APPROVE MODIFICATIONS TO THE STANDBY POWER
GENERATION SYSTEM UPGRADE PROJECT AS SET FORTH IN THE ADDENDUM
TO THE MITIGATED NEGATIVE DECLARATION**

This item was reviewed by the Engineering and Information Technology Committee. Technical Services Manager Ghossain stated Scheidegger and Associates, subconsultant to Brown and Caldwell, prepared the Initial Study and Negative Mitigated Declaration (IS/MND) for the Project. Pursuant to the California Environmental Quality Act (CEQA), the consultant analyzed the Project's potential impact with respect to environmental factors and required mitigation measures be included in the Project. It was determined a Mitigated Negative Declaration was appropriate for the Project. Staff made the IS/MND available for public, local, and state agency review from February 19, 2019 – March 20, 2019. A Public Hearing was held March 11, 2019, staff did not receive any comments. The Enhanced Site Treatment Upgrade (ETSU) program evaluated conventional activated sludge and membrane bioreactors to address the Plant's solids capacity needs. It was determined that an enhanced conventional activated sludge secondary process would be the best solution. Following the determination, staff re-evaluated the basis of design for the Project. The evaluation concluded 2.5 megawatt generators would be sufficient to meet future power demands as opposed to the 3.5-megawatt generators initially planned for the Project. Scheidegger and Associates completed an Addendum to the IS/MND pursuant to CEQA guidelines to update the change in number and size of generators. The Addendum to the IS/MND was circulated through the California State Clearinghouse for review and no comments were received. Following adoption of the Addendum to the IS/MND for the Project, staff will file a Notice of Determination with the Governor's Office of Planning and Research and the Alameda County Clerk. Staff recommended the Board consider a resolution to adopt an Addendum to the Mitigated Negative Declaration and Mitigation Monitoring Reporting Plan for the Standby Power Generation System Upgrade Project and approve modifications to the Project as set forth in the Addendum to the Mitigated Negative Declaration.

It was moved by Director Fernandez, seconded by Director Lathi, to Adopt Resolution No. 2885 Adopting an Addendum to the Mitigated Negative Declaration and Mitigation Monitoring and Reporting Plan for the Standby Power Generation System Upgrade Project and Approve Modifications to the Standby Power Generation System Upgrade Project as Set Forth in the Addendum to the Mitigated Negative Declaration. Motion carried with the following vote:

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

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RESOLUTION NO. 2885

ADOPT AN ADDENDUM TO THE MITIGATED NEGATIVE DECLARATION AND MITIGATION MONITORING AND REPORTING PLAN FOR THE STANDBY POWER GENERATION SYSTEM UPGRADE PROJECT AND APPROVE MODIFICATIONS TO THE STANDBY POWER GENERATION SYSTEM UPGRADE PROJECT AS SET FORTH IN THE ADDENDUM TO THE MITIGATED NEGATIVE DECLARATION

WHEREAS, on October 14, 2019, the Union Sanitary District Board of Directors adopted the Initial Study/Mitigated Negative Declaration ("IS/MND") for the Standby Power Generation System Upgrade Project (the "Project") and approved the Project as defined in the IS/MND; and

WHEREAS, due to some changes in the Project, the Union Sanitary District (the "District") has prepared and distributed for comment an Addendum to the Initial Study and Mitigated Negative Declaration (the "Addendum"); and

WHEREAS, the District provided a comment period from January 16, 2020 through January 31, 2020; and

WHEREAS, the District received no written comments during the review period; and

WHEREAS, although the proposed Project could have a significant effect on the environment, mitigation measures included in the IS/MND and Addendum would reduce all of the impacts to a less than significant level.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors of the Union Sanitary District that:

1. The Board hereby makes the following findings and determinations with respect to the Standby Power Generation System Upgrade Project Addendum to the IS/MND:
 - a. The Board has reviewed and considered the Addendum to the IS/MND.
 - b. The information included in the Addendum to the IS/MND constitutes minor changes or additions pursuant to CEQA Guidelines Section 15164 and none of the conditions described in Section 15162, including substantial changes to the project involving new significant impacts or new information showing new significant effects, have occurred. Further, the modifications constitute clarifying or amplifying revisions or insignificant modifications, under CEQA Guidelines Section 15073.5, and no recirculation of the IS/MND is required.
 - c. The Addendum to the IS/MND adequately provides updated information on the environmental impacts of the Project. On the basis of the whole record before it, the Board finds that there is no substantial evidence that the

Project, as mitigated and modified, will have a significant effect on the environment.

- d. The Addendum to the IS/MND has been completed in compliance with CEQA and the CEQA Guidelines.
2. The Board hereby adopts the Addendum to the IS/MND for the proposed Standby Power Generation System Upgrade Project and hereby approves the modifications set forth in the Addendum to the IS/NMD for the Standby Power Generation System Upgrade Project.
3. The Board hereby adopts the updated Mitigation Monitoring and Reporting Program included in the Addendum to the IS/MND, which is incorporated herein by reference.
4. The Board directs staff to file a notice of determination with the County Clerk of Alameda County.
5. Pursuant to CEQA Guidelines section 15091(e), the documents and other materials that constitute the record of proceedings upon which the Board of Directors has based its recommendations are located in and may be obtained from, the Office of the Union Sanitary District at 5072 Benson Road, Union City, 94587. The Board Clerk is the custodian of records for all matters before the Board.

CERTIFICATION

I do hereby certify that the foregoing is a full, true, and correct copy of a resolution duly and regularly adopted at a meeting of the Board of Directors of the Union Sanitary District, in Alameda County, California, held on the 24th day of February 2020.

AYES: Fernandez, Kite, Lathi

NOES: None

ABSTAIN: None

ABSENT: Handley, Toy



JENNIFER TOY
President, Board of Directors
Union Sanitary District

Attest:



PAT KITE
Secretary, Board of Directors
Union Sanitary District

CONSIDER AND APPROVE AMENDMENT TO CONTRACT WITH PIER 2 MARKETING FOR DISTRICT BRANDING INITIATIVE

This item was reviewed by the Budget & Finance Committee. Communications and Intergovernmental Relations Coordinator Powell stated Staff have worked with Pier 2 Marketing since January 2018 to develop branding concepts. The Board provided feedback to options developed by Pier 2 during a series of workshops where several rounds of edits and additional options were requested. These additional concepts were beyond the original contract scope. The additional work assigned to Pier 2 resulted in expenditures that exceeded the original contract amount. Staff recommended the Board consider approval of an amendment to the contract with Pier 2 Marketing for the District Branding Initiative.

It was moved by Director Lathi, seconded by Director Fernandez, to Approve an Amendment to the Contract with Pier 2 Marketing for the District Branding Initiative. Motion carried with the following vote:

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

INFORMATION ITEMS:

Report on the East Bay Dischargers Authority (EBDA) Meeting of January 16, 2020

General Manager Eldredge stated a summary of the EBDA January meeting was included in the Board meeting packet.

Check Register

There were no questions regarding the Check Register.

COMMITTEE MEETING REPORTS:

The Budget & Finance, Engineering and Information Technology, Legal/Community Affairs, and Personnel Committees met.

GENERAL MANAGER'S REPORT:

General Manager Eldredge reported the following:

- General Manager Eldredge stated staff would be reaching out to Boardmembers to schedule several Special Board Meetings.
- General Manager Eldredge stated the District had recently explored refinancing its SRF (State Revolving Fund loans) debt. The District sold bonds to refinance existing SRF debt at a savings and also was able to sell new bonds for upcoming projects.

OTHER BUSINESS:

There was no other business.

ADJOURNMENT:

The meeting was adjourned at 7:24 p.m. to the next Regular Meeting in the Boardroom on Monday, March 9, 2020.

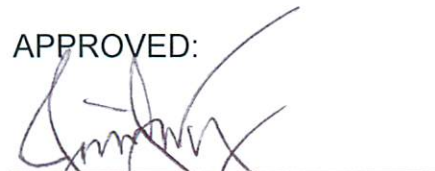
SUBMITTED:


REGINA McEVOY
BOARD CLERK

ATTEST:


PAT KITE
SECRETARY

APPROVED:


JENNIFER TOY
PRESIDENT

Adopted this 9th day of March 2020