

**MINUTES OF THE MEETING OF THE
BOARD OF DIRECTORS OF
UNION SANITARY DISTRICT/UNION SANITARY DISTRICT FINANCING
AUTHORITY
April 8, 2024**

CALL TO ORDER

President Fernandez called the meeting to order at 4:00 p.m.

SALUTE TO THE FLAG

President Fernandez led the salute to the flag.

ROLL CALL

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

STAFF: Paul Eldredge, General Manager/District Engineer
Karen Murphy, District Counsel
Mark Carlson, Business Services Manager/CFO
Armando Lopez, Treatment and Disposal Services Manager
Jose Rodrigues, Collection Services Manager
Raymond Chau, Technical Services Manager
Robert Simonich, Fabrication, Maintenance, and Construction Manager
Ric Pipkin, Enhanced Treatment and Site Upgrade Program Manager
Michael Dunning, Environmental Compliance Coach
Chris Pachmayer, Electrical and Information Technology Coach
Marcus Lee, Treatment and Disposal Services Coach
Richard Thow, Customer Service Coach
Gus Carrillo, Enhanced Treatment and Site Upgrade Assistant Program Manager
Trieu Nguyen, IT Administrator
Regina McEvoy, Executive Assistant to the General Manager/Board Clerk

VISITORS: Alice Johnson, League of Women Voters

**APPROVE MINUTES OF THE UNION SANITARY DISTRICT SPECIAL BOARD
MEETING OF MARCH 19, 2024**

It was moved by Director Kite, seconded by Director Lathi, to Approve the Minutes of the Special Board Meeting of March 19, 2024. Motion carried with the following vote:

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

APPROVE MINUTES OF THE UNION SANITARY DISTRICT BOARD MEETING OF MARCH 25, 2024

It was moved by Vice President Toy, seconded by Director Lathi, to Approve the Minutes of the Board Meeting of March 25, 2024. Motion carried with the following vote:

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

WRITTEN COMMUNICATIONS

There were no written communications.

PUBLIC COMMENT

There was no public comment.

CONSIDER CONFIRMING AND DECLARING THE NEED TO CONTINUE THE EMERGENCY ACTION TO REPAIR A SINKHOLE ON CUSHING PARKWAY IN THE CITY OF FREMONT

This item was reviewed by the Engineering and Information Technology Committee. Technical Services Manager Chau stated that on February 12, 2024, the Board adopted a resolution declaring the need to authorize an emergency and the expenditure of funds to allow staff to proceed with the expeditious repair of a sinkhole on Cushing Parkway in the City of Fremont. Following adoption of the resolution, staff issued written notification to McGuire and Hester to commence services in accordance with the District's emergency services contract. McGuire and Hester developed and submitted required traffic control plans/permit applications to the City of Fremont. The public contract code requires the Board review the status of the emergency action at every regularly scheduled Board meeting following adoption of the resolution until the action has been terminated. Staff recommended the Board declare the continuance of the emergency action to repair a sinkhole on Cushing Parkway in the City of Fremont.

It was moved by Vice President Toy, seconded by Director Kite, to Declare the Continuance of the Emergency Action to Repair a Sinkhole on Cushing Parkway in the City of Fremont. Motion carried with the following four-fifths vote:

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

AUTHORIZE THE GENERAL MANAGER TO EXECUTE AMENDMENT NO. 1 TO THE PURCHASE ORDER WITH KBM OFFICE EQUIPMENT FOR FUTNITURE PLANNING, SELECTION, PROCUREMENT, AND INSTALLATION SERVICES FOR THE ENHANCED TREATMENT AND SITE UPGRADE PHASE 1A CAMPUS BUILDING PROJECT

This item was reviewed by the Engineering and Information Technology Committee. Enhanced Treatment and Site Upgrade Program Manager Pipkin stated the Enhanced Treatment and Site Upgrade Project includes construction of a new Campus Building that will replace the current Administration, Control, and FMC buildings. New furnishings for the Campus will be provided via contract with KBM that will include office, conference/meeting room, common area, and workstation furniture. While the total contract price has not changed, an amendment is needed to update each line item to be as shown in the Board meeting packet. Authorizing the proposed amendment will authorize staff to proceed with the remainder of the scope of the furniture and moving services from KBM. Staff recommended the Board authorize the General Manager to execute an amendment to the purchase order with KBM Office Equipment, DBA KBM Hogue, for the furniture procurement, installation, and moving services for the Enhanced Treatment and Site Upgrade Phase 1A Campus Building Project.

It was moved by Director Lathi, seconded by Vice President Toy to Authorize the General Manager to Execute an Amendment to the Purchase Order with KBM Office Equipment, DBA KBM Hogue, for the Furniture Procurement, Installation, and Moving Services for the Enhanced Treatment and Site Upgrade Phase 1A Campus Building Project. Motion carried with the following vote:

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

RECEIVE POTENTIAL CONTENT TOPICS FOR THE DISTRICT'S FALL 2024 NEWSLETTER

This item was reviewed by the Legal/Community Affairs Committee. General Manager Eldredge provided an overview of the list of potential newsletter topics included in the Board meeting packet. Staff recommended the Board discuss and provide feedback regarding potential newsletter content topics for the Fall 2024 newsletter.

The Board provided direction regarding topics for the District's Fall 2024 Newsletter.

RECEIVE INFORMATION AND PROVIDE DIRECTION REGARDING THE EARTH DAY 2024 ADVERTISEMENT

This item was reviewed by the Legal/Community Affairs Committee. Environmental Compliance Coach Dunning stated the design of the District's current Earth Day advertisement was first developed in 2012 with the Board's input. Staff presented several advertisement options for the Board's consideration. Staff recommended the Board provide direction regarding the District's Earth Day 2024 advertisement.

The Board directed staff to proceed with the Earth Day advertisement shown as Option 2 in the Board meeting packet.

INFORMATION ITEMS:

Information Technology Software and Hardware Agreement Summary

This item was reviewed by the Engineering and Information Technology Committee. Electrical and Information Technology Coach Pachmayer stated the District's Information Technology team procures and maintains licenses for 83 separate IT systems. The table included in the Board meeting packet showed the name of each software/hardware, description of what each software/hardware does, and the annual cost for each in 2024.

Check Register

There were no questions regarding the check register.

COMMITTEE MEETING REPORTS:

The Engineering and Information Technology and Legal/Community Affairs Committees met.

GENERAL MANAGER'S REPORT:

- General Manager Eldredge stated the District received the official results from the March 5, 2024, Presidential Primary Election and further stated reappointed Boardmembers will be sworn in at the Board meeting to be held April 22, 2024.
- Staff will send the Board information regarding scheduling the Annual Certificates of Merit Ceremony.
- The District's Spring BBQ will be held April 11, 2024, the Board was invited to attend.
- A Special Board Meeting will be held in the Alvarado Conference Room on Monday, April 15, 2024, at 4:00 p.m.
- General Manager Eldredge stated he will be presenting at the City of Newark and City of Fremont Council meetings, details will be shared with the Board via email.

OTHER BUSINESS:


There was no other business.

ADJOURNMENT:


The meeting was adjourned at 4:27 p.m. to a Special Board Meeting to be held in the Boardroom on Monday, April 15, 2024, at 4:00 p.m.

The Board will then adjourn to the next Regular Meeting to be held in the Boardroom on Monday, April 22, 2024, at 4:00 p.m.

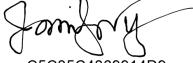
SUBMITTED:

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REGINA McEVOY
BOARD CLERK

ATTEST:

DocuSigned by:

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PAT KITE
SECRETARY

APPROVED:

DocuSigned by:

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JENNIFER TOY
PRESIDENT

Adopted this 22nd day of April 2024

Certificate Of Completion

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Document Pages: 5	Signatures: 3
Certificate Pages: 5	Initials: 0
AutoNav: Enabled	Envelope Originator:
Envelope Stamping: Enabled	Regina McEvoy
Time Zone: (UTC-08:00) Pacific Time (US & Canada)	5072 Benson Road
	Union City, CA 94587
	Reginam@unionsanitary.ca.gov
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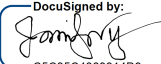
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Signer Events

Jennifer Toy
 jtoy@unionsanitary.ca.gov
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Signature

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Timestamp

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Electronic Record and Signature Disclosure:
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Pat Kite
 pkite@unionsanitary.ca.gov
 Security Level: Email, Account Authentication (None)

DocuSigned by:

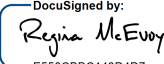
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Regina McEvoy
 reginam@unionsanitary.ca.gov
 Assistant to GM
 Union Sanitary District
 Security Level: Email, Account Authentication (None)

DocuSigned by:

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Electronic Record and Signature Disclosure:
 Not Offered via DocuSign

In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp

Carbon Copy Events	Status	Timestamp
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Witness Events	Signature	Timestamp
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Notary Events	Signature	Timestamp
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Envelope Summary Events	Status	Timestamps
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Payment Events	Status	Timestamps
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Electronic Record and Signature Disclosure
