



BOARD MEETING AGENDA
Monday, February 10, 2014
Regular Meeting - 7:00 P.M.

Directors
Manny Fernandez
Tom Handley
Pat Kite
Anjali Lathi
Jennifer Toy

Officers
Richard B. Currie
*General Manager/
District Engineer*

David M. O'Hara
Attorney

1. Call to Order.
-

2. Pledge of Allegiance.
-

3. Roll Call.
-

- Motion 4. Approval of the Minutes of January 27, 2014.
-

- Information 5. Quarterly Balanced Scorecard Period Ending December 2013 *(to be reviewed by the Budget & Finance Committee)*
- a. Districtwide Balanced Scorecard Measures
 - b. Treatment & Disposal Scorecard
 - c. FMC Scorecard
-

6. Written Communications.
-

7. Oral Communications.

*The public may provide oral comments at regular and special Board meetings; however, whenever possible, written statements are preferred **(to be received at the Union Sanitary District office at least one working day prior to the meeting)**. This portion of the agenda is where a member of the public may address and ask questions of the Board relating to any matter within the Board's jurisdiction that is not on the agenda. If the subject relates to an agenda item, the speaker should address the Board at the time the item is considered. Oral comments are limited to three minutes per individuals, with a maximum of 30 minutes per subject. Speaker's cards will be available in the Boardroom and are to be completed prior to discussion.*

- Motion 8. Authorize the General Manager to Execute Task Order No. 2 with RMC Water and Environment for the Hayward Marsh Rehabilitation Options Study *(to be reviewed by the Legal/Community Affairs Committee)*.
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- Motion 9. Approve the General Manager's Employment Contract for 2014 *(to be reviewed by the Personnel Committee)*.
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- Information 10. Information Items:
 a. Check Register.
 b. 2013 Employee Safety Survey *(to be reviewed by the Personnel Committee)*.
 c. Solar Facilities Operational Update *(to be reviewed by the Budget & Finance Committee)*.
-
- Information 11. Committee Meeting Reports. *(No Board action is taken at Committee meetings)*:
 a. Personnel Committee – scheduled for Wednesday, 2/5/14 at 1:00 p.m.
 b. Budget & Finance – scheduled for Thursday, 2/6/14 at 2:30 p.m.
 c. Legal/Community Affairs Committee – scheduled for Friday, 2/7/14 at 4:00 p.m.
-
- Information 12. General Manager's Report. *(Information on recent issues of interest to the Board)*.
-
- Information 13. Other Business:
 a. Comments and questions. *Directors can share information relating to District business and are welcome to request information from staff.*
 b. Scheduling matters for future consideration.
-
14. Adjournment - *The Board will adjourn to the next Regular Meeting in the Boardroom on Monday, February 24, 2014 at 7:00 p.m.*
-

The Public may provide oral comments at regular and special Board meetings; however, whenever possible, written statements are preferred (to be received at the Union Sanitary District at least one working day prior to the meeting).

If the subject relates to an agenda item, the speaker should address the Board at the time the item is considered. If the subject is within the Board's jurisdiction but not on the agenda, the speaker will be heard at the time "Oral Communications" is calendared. Oral comments are limited to three minutes per individual, with a maximum of 30 minutes per subject. Speaker's cards will be available in the Boardroom and are to be completed prior to discussion of the agenda item.

The facilities at the District Offices are wheelchair accessible. Any attendee requiring special accommodations at the meeting should contact the General Manager's office at (510) 477-7503 at least 24 hours in advance of the meeting.

THE PUBLIC IS INVITED TO ATTEND

**NOTICE OF
COMMITTEE MEETING**



All meetings will be held in the
General Manager's Office

BOARD MEETING FEBRUARY 10, 2014

Committee Membership:

Budget and Finance	Directors Jennifer Toy and Pat Kite (Alt. - Anjali Lathi)
Construction Committee	Directors Tom Handley and Manny Fernandez (Alt. – Pat Kite)
Legal/Community Affairs	Directors Anjali Lathi and Tom Handley (Alt. –Manny Fernandez)
Legislative Committee	Directors Pat Kite and Anjali Lathi (Alt. – Tom Handley)
Personnel Committee	Directors Jennifer Toy and Manny Fernandez (Alt. – Anjali Lathi)
Audit Committee	Directors Jennifer Toy and Tom Handley

Personnel Committee, Wednesday, February 5, 2014 at 1:00 p.m.

9. Approve the General Manager's Employment Contract for 2014.
 - 10b. 2013 Employee Safety Survey.
-

Budget and Finance Committee, Thursday, February 6, 2014 at 2:30 p.m.

5. Quarterly Balanced Scorecard Report for period ending December 31, 2013.
 - a. Districtwide Balanced Scorecard Measures
 - b. Treatment & Disposal Scorecard
 - c. FMC Scorecard
 - 10c. Solar Facilities Operational Update.
-

Legal/Community Affairs, Friday, February 7, 2014 at 4:00 p.m.

8. Authorize the General Manager to Execute Task Order No. 2 with RMC Water and Environment for the Hayward Marsh Rehabilitation Options Study.
-

Committee meetings may include teleconference participation by one or more Directors.

(Gov. Code Section 11123)

Committee Meeting are open to the public. Only written comments will be considered. No action will be taken.

**MINUTES OF THE MEETING OF THE
BOARD OF DIRECTORS OF
UNION SANITARY DISTRICT
January 27, 2014**

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

PRESENT: Anjali Lathi, President
Manny Fernandez, Vice President
Jenifer Toy, Secretary
Tom Handley, Director

ABSENT: Pat Kite, Director
Ed McCormick, Deputy General Manager
David O'Hara, Legal Counsel

STAFF: Richard Currie, General Manager/District Engineer
Rich Cortes, Business Services Manager
Sami Ghossain, Technical Support & Customer Services Manager
David Livingston, Treatment & Disposal Services Manager
Shawn Nsgis, Collection Services Coach
Robert Simonich, Fabrication, Maintenance & Construction Manager
Maria Scott, Principal Financial Analyst
Sol Cooper, Mechanic II
Judi Berzon, Human Resources Administrator
Carol Rice, Acting Assistant to the GM/Board Secretary

VISITORS: None

4. APPROVAL OF THE MINUTES OF JANUARY 13, 2014.

On a motion made by Director Handley and seconded by Director Toy, the Minutes of the Board of Directors' Meeting of January 13, 2014 were unanimously approved (Director Kite was absent).

5. WRITTEN COMMUNICATIONS.

The Board received a newsletter from the League of Volunteers; Director Lathi received a renewal notice from CWEA.

6. ORAL COMMUNICATIONS.

There were no oral communications.

7. MONTHLY OPERATIONS REPORT FOR DECEMBER 2013.

General Manager Rich Currie reported the following: there were three odor complaints in December; two were not related to USD operations. One was related to a chlorine bleach odor; staff investigated and detected a slight odor, probably due to maintenance being done that day. They followed up the next day and could detect no residual chlorine odor. There were no safety accidents or injuries in December and no spills. Dave Livingston attended the Solano County Biosolids Stakeholders meeting in December. Rich noted a mistake made on the GM's summary under Staffing and Personnel. The report stated that Jeff Barton had resigned; however, it was Jacob Donelan-Hall, plant operator who resigned. Jim McPherson, Technical Training Coach recently retired and Steve Brown is his replacement. Mary Pedro, long time CIP Administrative Assistant retired in December and her replacement is Kristina Silva. The hours worked per employee was 35.2, which is above target and sick leave usage is at 44.

Maria Scott reported that capacity fees are above budget; however, there will be an adjustment of about \$500K to the Old Castle billing; we received our first installment of sewer service charges, about \$22M; SRF proceeds are caught up until the Thickener agreement is approved, at which time staff will submit reimbursements; there has been about \$4M spent on the Cogen Project; Work Groups are under budget except the GM, due to EBDA/CSRMA legal fees. Under Investments, she reported that LAIF is now .264%; we purchased three CD's; and one agency, one treasure, and one FNMA was called. Under retiree medical, two ARC payments were made and the Trust earned \$120K for the quarter.

8. RESOLUTION NO. 2727, ACCEPTING THE CONSTRUCTION OF THE RAS PUMP STATION PIPING IMPROVEMENTS PROJECT FROM ANDERSON PACIFIC ENGINEERING CONSTRUCTION, INC., AND AUTHORIZING THE ATTORNEY FOR THE DISTRICT TO RECORD A NOTICE OF COMPLETION.

The Construction Committee reviewed this item. Sami Ghossain stated that in January 2013, the Board awarded the construction contract to APEC for \$506,200 to address immediate concerns that arose after a condition assessment of the RAS Pump Station. The Return Activated Sludge (RAS) Pump Station was originally constructed in 1985 and was later rehabilitated as part of the 1993 Plant Upgrade Project. During preliminary design, the rehabilitation of the RAS Pump Station was narrowed down to two alternatives: partial rehabilitation and full rehabilitation of the Pump Station. The partial

rehabilitation alternative was selected to address the immediate concerns, while the full rehabilitation will occur later with the future rehabilitation of Secondary Clarifiers 5 & 6. Brown and Caldwell completed the design in December 2012. The project includes seven change orders at a total credit of -\$55,047.00.

On a motion made by Director Fernandez, and seconded by Director Handley, it was unanimously approved to adopt Resolution No. 2727, to accept the construction of the RAS Pump Station Piping Improvements Project from Anderson Pacific Engineering Construction, Inc., and authorize the Attorney for the District to record a Notice of Completion (Director Kite was absent).

9. AUTHORIZE THE GENERAL MANAGER TO APPROVE CONTRACT CHANGE ORDER NO. 28 WITH D. W. NICHOLSON CORPORATION FOR THE COGENERATION PROJECT.

The Construction Committee reviewed this item. Sami Ghossain explained that this change order is for installing oxidation catalysts on the exhaust piping of the two engine generators to control the CO emission. The Board awarded the contract in March 2013 to D. W. Nicholson.

The project consists of constructing two new 850-Kilowatt engine generators housed within a new metal building, a new digester gas conditioning system and modifications to the existing digester gas piping and hot water system. Sami informed the Board of a contract change order that will be executed by the General Manager soon to account for the installation of additional equipment for each engine generator.

On a motion made by Director Toy and seconded by Director Handley, the Board unanimously moved to authorize the General Manager to approve contract Change Order No. 28 for an amount not to exceed \$300,000 with D. W. Nicholson Corporation for the Cogeneration Project (Director Kite was absent).

10. STATUS REPORT ON COMPUTER PURCHASE AND STUDENT LOAN PROGRAM.

The Budget & Finance Committee reviewed this item. As of July 1, 2013, Rich Cortes reported the outstanding loan amount was \$38,222. New loan amounts for \$5,645 were added. Employee payroll deductions amounted to \$13,182, reducing the outstanding loan amount to \$30,684 (as of December 31, 2013).

11. CAL-CARD QUARTERLY ACTIVITY REPORT.

Rich Cortes reported that during the period of September 24, 2013 through December 23, 2013, there were 155 transactions. There were no questions from the Board.

12. DETERMINING POLICIES TO BE REVIEWED BY THE AUDIT COMMITTEE.

The Budget and Finance Committee reviewed this item. Maria Scott reported that the Audit Committee met in December; at the next meeting four policies will be reviewed and named in their Charter.

13. APPROVE THE PUBLICLY AVAILABLE PAY SCHEDULE.

The Budget and Finance Committee reviewed this item. Judi Berzon noted the schedule is being brought before the Board and reflects the pay adjustment for the Junior Engineer because the educational requirement was modified. The salary has been established to be 10% below the Assistant Engineer.

It was moved by Director Handley, seconded by Director Fernandez, and the Board unanimously approved the Publicly Available Pay Schedule (Director Kite was absent).

14. INFORMATION ITEMS:

a. Check Register. The Board had no questions.

15. ANALYSIS OF POTENTIAL CAPACITY FEE MODIFICATION FOR RESTAURANTS:

The Legal/Community Affairs Committee reviewed this item. Rich Currie stated this item is in response to a request from the Board to gather information regarding capacity fees charged to restaurant owners in the service area. Staff surveyed Milpitas, Hayward, and San Jose and found that USD's fees are below Hayward but higher than Milpitas and San Jose. Reducing our rate to 50% of the current rate would put us below Milpitas and Hayward. Staff is preparing information on capacity fees paid over the last 12 years and waiting to receive comments from business development staff at the three cities. Once the information is collected we will meet with the committee.

16. UPDATING POLICY 3040 – BOARD MEMBER COMPENSATION LIMITS:

The Personnel Committee reviewed this item. Rich Currie stated this policy comes up for review every three years. It outlines the procedure for the Board to

increase Board meeting fees and ties into Ordinance 44. The Board voted not to increase their fee for the 11th straight year; however, he is recommending that the Board review Ordinance 44 annually during open session at a regular Board meeting.

17. ESTABLISHING THE GENERAL MANAGER'S COMPENSATION PACKAGE FOR 2014:

Each January the Board conducts an evaluation of the General Manager's performance from the prior calendar year. Feedback is then provided to the General Manager in a closed session meeting. In an open session meeting, the Board reviews information prepared by HR giving the salary and benefits of eleven agencies previously selected for comparison.

The Board discussed the information presented and voiced their recommendations. After discussion, it was moved by Director Handley, seconded by Director Fernandez, and unanimously agreed to increase the General Manager's base pay by 4 ½% (Director Kite was absent).

18. COMMITTEE MEETING REPORTS: The Construction, Legal/Community Affairs, Personnel, and Budget & Finance Committees met the week of January 23, 2014.

18.1 REPORT ON THE EBDA COMMISSION MEETING OF JANUARY 23, 2014.

Director Handley reported on the EBDA Commission Meeting of January 23rd.

19. GENERAL MANAGER'S REPORT:

Rich Currie reported the following:

- The recruitment to hire an engineer opened last week. Staff is looking to fill one or two positions as a result of Ric Pipkin and Raymond Chau's promotions.
- Dave Livingston is working on filling vacancies in the T&D Workgroup.
- Tom Graves recently resigned and Carol Rice is filling in temporarily until a new Assistant to the GM/Board Secretary is hired.
- Due to construction at the District, there was a hold on plant tours; however, three have now been scheduled for February.
- A Local Limits Workshop is scheduled for January 29 and a Budget Workshop is scheduled for February 3, 2014.
- Ed McCormick is attending WEF meetings for the next two weeks and will conference in for the Budget workshop.

20. OTHER BUSINESS:

Director Handley asked the Board to consider using the USD email for all correspondence instead of their personal email to avoid any problems that could occur because of the Brown Act. Director Lathi agreed and suggested possibly making this a formal policy.

Director Fernandez asked about the procedure for scheduling a tour of the plant. Rich Currie stated that anyone wanting a tour may call the receptionist who will direct them to the appropriate person.

21. ADJOURNMENT:

The Board adjourned the meeting at 7:56 p.m. to a Closed Session in the Boardroom to discuss the performance of the General Manager for 2013 (Government Code Section 54957). Rich Currie read the disclosure statement.

At 8:28 p.m., the Board adjourned and will hold a Workshop in the Boardroom on Wednesday, January 29, 2014 at 6:30 p.m., to discuss Local Limits on Ammonia.

The Board will then adjourn to a Mid-Year Budget Workshop in the Boardroom on Monday, February 3, 2014 at 6:30 p.m.

The Board will then adjourn to the next Regular Meeting in the Boardroom on Monday, February 10, 2014 at 7:00 p.m.

SUBMITTED:

ATTEST:

CAROL RICE
SECRETARY TO THE BOARD

JENNIFER TOY
SECRETARY

APPROVED:

ANJALI LATHI
PRESIDENT

Adopted this 10th day of February, 2014



Directors
Manny Fernandez
Tom Handley
Pat Kite
Anjali Lathi
Jennifer Toy

Officers
Richard B. Currie
*General Manager/
District Engineer*

David M. O'Hara
Attorney

Date: January 30, 2014

To: Board of Directors – Union Sanitary District

From: Richard B. Currie, General Manager/District Engineer
Donna Wies, Quality Coordinator

Subject: Agenda Item No. 5a –Meeting of February 10, 2014
October Monthly Operations Report
District-wide Balanced Scorecard Measures

Recommendation:
Information only.

Background:

This report summarizes progress meeting the District's strategic objectives for the second quarter of fiscal year 2013-14.

Safety

The District experienced no accidents or injuries for the third consecutive quarter. There have been no employees on lost or limited duty time since September 2013.

All safety measures are meeting targets, except the percentage of areas of concern identified during site safety inspections corrected within 45 days. The last inspections focused on the pump stations, and corrective actions took slightly longer. All areas were corrected within 60 days.

See Table 1: Safety Objectives and Measures, for a full report.

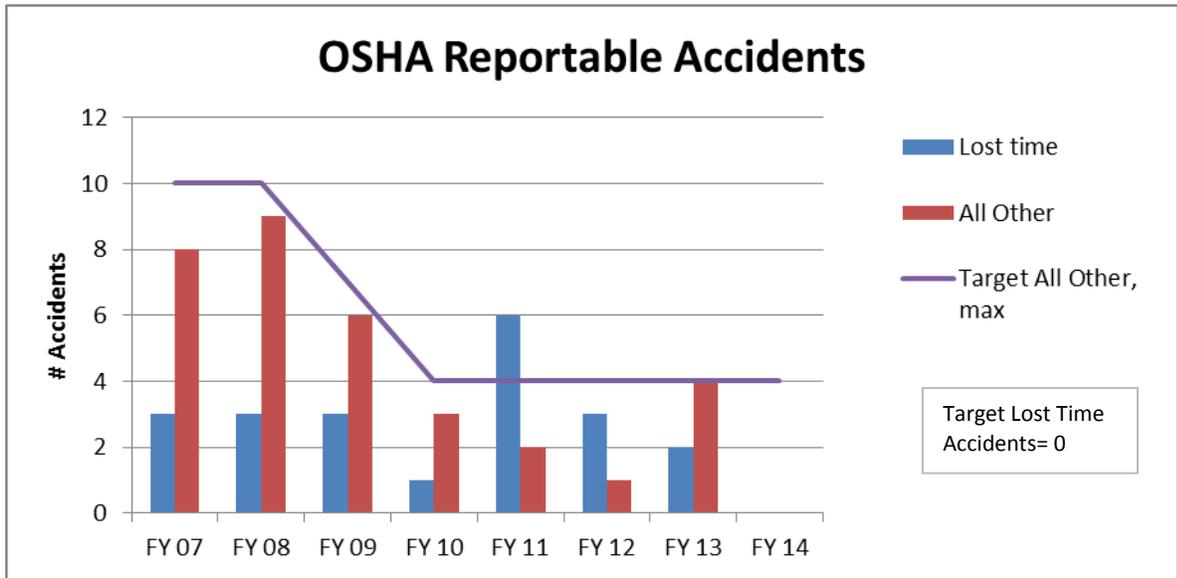


Table 1: Safety Objectives and Measures

Objectives	Measures	FY 14 to Date	Annual Target	FY13	FY 12	FY 11	Comments
Reduce the number of accidents	Total accidents with lost days	0	0	2	3	6	Currently, no employees are on lost or limited-duty time due to injuries.
	Other OSHA reportable accidents	0	≤4	4	1	2	
Reduce the impact of accidents on employees and the District	Ave FTE lost time	0	≤0.5	0.25	2.21	1.35	Salary only
	Cost lost time	0	≤\$44,600	\$19,611	\$150,548	\$88,881	
	Ave FTE limited duty	0	≤0.5	0.15	1.62	0.8	
	Cost limited duty	0	≤\$22,300	\$6404	\$55,596	\$27,044	
	x-mod	NA	≤1.0	0.95	0.73	1.23	Annual measure
	Incidents of vehicle or equipment accidents	2	≤2	2	5	1	1 vehicle accident and 1 incident of equipment damage
Costs associate with vehicles or equipment	\$2451	≥\$5000	0	\$3,792	0	Vehicle accident claim	

Table 1: Safety Objectives and Measures, continued

Objectives	Measures	FY 14 to Date	Annual Target	FY 13	FY 12	FY 11	Comments
Identify and correct poor practices and potential hazards	# Facility inspections	2	4	4	4	4	Pump stations 9/27/13; Plant 12/3/13
	% of areas of concern corrected within 45 days	80%					All issues corrected within 60 days
	# management work site observations	148	≥266 /yr	332	340	377	
Implement industry best practices	# best practices site visits	0	≥2	2	3	3	2 visits planned to Central Contra Costa Sanitary District
Communicate our commitment to safety	# GM communication on status of safety program & performance	3	≥4	7	4	7	2 E-mail messages, District-wide meeting
	# safety strategy reviews conducted by ET and EHSPM	3	6	6	6	6	
Increase employee awareness	# of major safety training events offered	3	6	5	6	5	Confined Space, Fall protection, Hazard Communication
Educate employees in safe work practices	% of targeted employees trained	100%	≥90%	97%	92%	99%	

Green = met or exceeded target; or projected to meet annual target
Yellow = will not meet annual target *if trend continues*; needs attention
Red = Will not meet annual target by >10%; corrective action needed

Operational Excellence

The District is meeting targets for most operational excellence measures. There were two more adverse impacts to customers this quarter, one additional plant odor complaint and one claim due to a vehicle accident. Progress meeting training module milestones is slightly behind schedule.

One new measure is being reported this month, the percentage of timeline projects on schedule. In the past, progress on timeline projects has been tracked during Executive Team reviews. The new measure quantifies progress by tracking the percentage of projects that are on schedule as of the end of each quarter.

See Table 2, Operational Excellence Objectives and Measures, for a full report.

See Table 3 for a list of public relations activities planned and completed in FY 14.

Table 2: Operational Excellence Objectives and Measures

Objectives	Measurements	FY 14 to Date	Annual Target	FY 13	FY 12	FY 11	Comments/ Progress
Stewardship: Demonstrate responsible stewardship of assets and the environment Be prepared for emergencies	Progress meeting public relation program goals: % qtrly milestones met	100%	≥90%	98%	111%	100%	See Table 3.
	# emergency preparedness drills or training events	1	3	2	2	2	By-pass pumping training
Service: Provide reliable, high quality service	Total number of adverse impacts USD activities have on external customers	8	≤10	7	5	10	6 Plant odor complaints (from 1 homeowner), 2 claims
	Response to Contact USD messages: % within 3 days	97%	≥90%				
	Response time to service calls: % within 1 hour	97%	≥95%	98%	97%	95%	
Fiscal responsibility: Ensure funding for critical programs and projects, while maintaining comparable rates Accurately project and control costs	ECB Expenditures, % of Board approved budgeted	47%	95-103%	97%	97%	96%	
	Priority Non-ECB Expenditures: % of budgeted	22%	80-110%	95%	82%	87%	
	Residential Sewer Service Charges	12 th	<33 rd	12 th	15 th	15 th	
	# regional projects with financial benefit	2	≥2	4	2	2	Participation in BACC, Operator training
Asset Management: Manage and maintain assets and infrastructure	# critical asset failures; no negative impact	1	≤2	0	2	0	Primary effluent pump failure
	# failures with negative impact	0	0	0	0	0	
	# priority CIP projects completed	4	11	11	6	10	Several projects are scheduled for completion early next quarter.

Objectives	Measurements	FY 14 to Date	Annual Target	FY 13	FY 12	FY 11	Comments/ Progress
Environmental Protection: Maintain our ability to meet current and future regulations Implement projects and programs that benefit the environment	# adverse impacts on environment	1	0	0	1	0	Cat 1 SSO, 1 st qtr
	# Category 2/3 overflows	0	≤10				Definition changed July 2013
	# Regional projects with environmental benefit	2	≥2	2	2	2	Pollution Prevention Program activities, ACWD Water Conservation Program
Efficiency: Optimize processes; use technology effectively	See Timeline and Team Scorecards						
Planning: Plan for long-term financial, project and staffing needs	% of Timeline projects on schedule	76%	≥90%				New measure
Employees: Maintain a highly competent, flexible workforce	% of planned competency-based training milestones completed	34%	≥90%	155%			Measure was modified beginning FY 13
Labor Relations: Foster a collaborative employee-management relationship that encourages new ideas and continuous improvement	Total % of employees participating in District taskforces or committees	47%	45%-55%	52	50%	49%	Reported 2 nd and 4 th qtrs

Green = met or exceeded target; or projected to meet annual target
Yellow = will not meet annual target *if trend continues*; needs attention
Red = Will not meet annual target by >10%; corrective action needed
 White= No target identified

Table 3: Public Relations Activities FY 14

Project	Goal/Milestones	YTD
USD website	Update once a month Upgrade project	√
Press Releases	4 per year; post on web	√
Newsletter	October 2013	√
Community Outreach: 3-4 events/year	Earth Day Fair	
	Newark Days Fair	√
	Plant Tours as requested	
	Outreach to 5 th grade teachers	√
	5 th grade presentations, 35+ /year	√
	Alameda County Science & Engineering Fair	
	Career Outreach/Fairs in Jr High or High School	
	Career outreach to colleges or other groups	
	ROP/Solano College support	√
Business Outreach	Industrial Advisory Council meetings	√
	Green Business certification outreach 2x/yr	√
	Certificate of Merit Presentations	
Civic Outreach	Presentations to City Councils, clubs as requested	√
Charity Events	3-4 events Back to School Sept 2013	√
CIP Public Meetings	As appropriate	



Directors
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Officers
Richard B. Currie
*General Manager
District Engineer*

David M. O'Hara
Attorney

DATE: January 27, 2014

MEMO TO: Board of Directors - Union Sanitary District

FROM: Richard B. Currie, General Manager/District Engineer
David Livingston, Operations Manager, T&D Work Group

SUBJECT: Agenda Item 5b - Meeting of February 10, 2014
Information Item: **Plant Process Scorecard**

Recommendation:

Information only.

Background:

In previous years, Fabrication, Maintenance and Construction (FMC) and Treatment & Disposal Services (T&D) shared a combined Plant Process Scorecard containing performance measurement data for both workgroups. Beginning this fiscal year, FMC and T&D began keeping separate Scorecards and tracking performance measurement data separately.

This report covers the first two quarters of Fiscal Year 2014 and recaps Fiscal Year 2013. The T&D staff operates the District's wastewater treatment plant, manages all environmental laboratory services for the District, and produces the regulatory monitoring reports required for permit compliance. The performance measures for the Plant Process Scorecard focus on the following areas: process control and compliance; energy and chemical efficiency; and employee skill development.

Process Control and Compliance:

The "Plant Health Index" measure tracks twelve aspects of treatment plant process performance. The index includes the activated sludge and anaerobic digestion processes, electrical power generation, chemical and energy utilization, and NPDES Permit compliance. The index value average fell below the target of 85% or greater for FY13 due to lower energy production and a decrease in centrifuge cake solids. The Plant Health Index is currently meeting the target for FY14.

Carollo Engineers was hired to evaluate the District's centrifuge dewatering performance. Carollo noted changes in cake solids over time related to different approaches used to control hydrogen sulfide in the influent sewage and to the effects of having multiple clarifiers offline during construction of the Primary Clarifier Rehabilitation Project. Carollo ultimately concluded that our centrifuges are operating properly and achieving optimal results on our digested sludge. With regard to energy production, construction is currently underway on the District's new cogeneration facility and new targets for energy production will be established for FY15.

Laboratory service measures track timely analysis of samples for the EC Team and annual compliance with State proficiency standards for accredited environmental laboratories. All laboratory measures were at 100% for FY13 and are on track to meet 100% in FY14.

Planned Maintenance:

Previously, The FMC and TPO Teams tracked the percentage of preventive maintenance (PM) work orders completed within the month scheduled as a combined measure. Beginning FY14, TPO began tracking their completed PM's separate from FMC. Completing preventive maintenance on time ensures that equipment is kept operating at peak efficiency, and that problems are promptly identified and corrected. TPO is meeting the target of completing at least 95% of their preventive maintenance work orders within the month they are scheduled.

Energy, Chemical, and Water Utilization:

Electricity production from the District's cogeneration system is averaging 9,844 kwh/d (kilowatt-hours per day), surpassing the target of 8,500 kwh/d. Engine generator #1 is being operated in a manner to maximize power production during periods of peak electrical pricing while remaining in compliance with BAAQMD thermal input limits. Overall consumption of electricity at the plant is averaging 2,188 kwh/MG (kilowatt hours per million gallons treated), up slightly from FY13 usage of 2,138 kwh/MG. The target value is 2,100 kwh/MG or less. The daily plant flow has averaged 23.9 million gallons per day (mgd) so far in FY14, which is down slightly from the FY13 flow of 24.6 mgd. A typical secondary wastewater treatment plant in the U.S. consumes 1,800 to 2,500 kwh/MG.

The use of ferrous chloride and hydrogen peroxide to control hydrogen sulfide in the plant influent continues to provide cost-effective odor control compared to the use of sodium hypochlorite for the same purpose. There were six plant-related odor complaints during the first half of FY14, five of which came from one resident. The customer was invited to tour the plant and staff installed an odor neutralizing mist system along the Eastern perimeter of the treatment plant. There were no further complaints from this customer following the plant tour in September. One odor complaint of a slight chlorine smell was received while scrubbers were being serviced in December. Hydrogen

peroxide consumption is slightly above the target of 8.5 gal/hour, averaging 9.1 gal/hour in the first half of FY14. Usage was higher as a result of higher than normal levels of hydrogen sulfide in the influent sewage and in response to the odor complaints received.

Water usage for the first half of FY14 was 36,199 gallons per day due to a water leak, which was repaired during the 1st quarter. Hopefully, water conservation efforts in the next two quarters will help us meet the target of less than or equal 30,000 gallons per day for this fiscal year.

Employee Skill Development:

The Learning and Growth measure on the scorecard tracks development of the District's competency-based training program. TPO updated four training modules in the first half of FY14. Competency assessment tools were developed for three training modules.

Staff will be present to answer questions.

Plant Process Scorecard

	Measures	2014 Fiscal Year to Date	Target	2013 Fiscal Year End	
Customer	Number of adverse impacts (odor complaints, violations)	6	0	0	
Financial	Water Usage – Alvarado Site (Gallons Used per Day)	36,199	≤ 30,000	28,944	
	Total Kwh/MG Alvarado Site (Avg per Month)	2,188	< 2100	2,138	
	On-site Power Generation (Avg kwh/day)	9,844	8,500	8,637	
	H2S/Odor Control	Ferrous Chloride (Ave gal/hour)	32	≤ 35	32
		Hydrogen Peroxide (Ave gal/hour)	9.1	≤ 8.5	6.4
	Disinfection	Hypochlorite (Ave gal/hour)	32.8	≤ 43	34.3
Solids Conditioning	GBT Polymer (Lbs/dry ton-ave)	5.0	≤ 5.5	4.4	
	Dewatering Polymer (Lbs/dry ton-ave)	33.5	≤ 33	34.6	
Internal Processes	Biosolids Disposal – Percent Disposed of as Class A	4%	25%	23%	
	Plant Operational Health Index (Ave monthly value)	85%	≥ 85%	79%	
	Percent preventative maintenance work orders completed within month scheduled	95%	≥ 95%	N/A	
	Percent Environmental Compliance Samples that Met Turnaround Time (12 days)	100%	≥ 95%	100%	
	State Proficiency Test, Percent Areas Passed (T&D Lab)	100%	> 85%	100%	
Learning & Growth	Number of Training Modules Updated	4	8	4	
	Number of competency assessments completed - TPO	3	5	3	



Directors
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Officers
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*General Manager
District Engineer*

David M. O'Hara
Attorney

DATE: January 27, 2014

MEMO TO: Board of Directors - Union Sanitary District

FROM: Richard B. Currie, General Manager/District Engineer
Robert Simonich, Maintenance Manager, FMC Work Group

SUBJECT: Agenda Item 5c - Meeting of February 10, 2014
Information Item: **Plant & Pump Station Maintenance Process Scorecard**

Recommendation:

Information only

Background:

In previous years, Fabrication, Maintenance and Construction (FMC) and Treatment & Disposal Services (T&D) shared a combined Plant Process Scorecard containing performance measurement data for both workgroups. Beginning this fiscal year, FMC and T&D began keeping separate Scorecards and tracking performance measurement data separately. FMC is in the process of reviewing the existing measures and developing new measures to further improve maintenance activities. A revamped Scorecard will be in place by the start of FY15.

This report covers the first two quarters of Fiscal Year 2014 and recaps Fiscal Year 2013. The FMC staff maintains the District's wastewater treatment plant, pump stations, and influent force main system. The performance measures for the Plant & Pump Station Maintenance Process Scorecard focus on the following areas: planned maintenance, labor utilization; and energy efficiency at the pump stations.

Planned Maintenance and Labor Utilization:

The percentage of time FMC spends on planned maintenance work vs. unplanned maintenance work is one of our benchmarking measures. The Water Environment Federation (WEF) identifies planned maintenance at a level greater than 90% as a “best practice.” Using the WEF definition for planned work as that which is preventive, predictive or scheduled vs. unplanned work, defined as an asset failure (a breakdown where no back-up exists) or corrective work that needs to be repeated, the FMC team is averaging greater than 95% of complete planned maintenance activities. The plant did not experience any critical asset failures in the first half of FY14.

A second benchmarking measure tracks the percentage of preventive maintenance work orders completed within the month scheduled. Completing preventive maintenance on time ensures that equipment is kept operating at peak efficiency, and that problems are promptly identified and corrected. The FMC Team fell slightly below the target of 95% to 94.4%. This measure is expected to exceed the target in the 3rd quarter of FY14.

The FMC Team also tracks the number of Priority A work orders issued. This measure is meeting the target of 10 or less per month at an average of 2 per month. Meeting the target for Priority A work orders is a solid indicator of the quality of our preventive and predictive maintenance program.

Increasing the efficiency of our labor force is also a goal of the FMC work group. The performance measure used is the percentage of total man-hours spent on the performance of maintenance work. FMC is currently behind the target for the fiscal year, due to the additional focus we have placed on training the last few months. Overtime continues to be above target as the FMC team continues to support multiple CIP projects throughout the plant and pump stations.

Energy Efficiency:

FMC continues to track energy consumption at the Irvington and Newark Pump Stations. Targets will be developed for FY15.

Employee Skill Development:

The Learning and Growth measure on the scorecard tracks development of the District’s competency-based training program. FMC developed one JCR in the 4th quarter of FY13.

Staff will be present to answer questions.

Plant & Pump Station Maintenance Process Scorecard

	Measures	2014 Fiscal Year to Date	Target	2013 Fiscal Year End
Customer	Number of priority A work orders (Average per Month)	2	< 10	5
	Number of critical asset failures	0	0	0
	Number with negative impact on the environment	0	0	0
Financial	% Total hours worked spent on maintenance work – FMC	78.2%	80%	78.6%
	Overtime as % of Base Payroll (Ave per month) FMC	9.9%	≤ 7%	9.5%
Internal Processes	% of Time spent on planned vs. unplanned maintenance activities (Best in Class 90%)	98.4%	75% - 90%	96.6%
	Percent preventative maintenance work orders completed within month scheduled	94.4%	≥ 95%	97.6%
	Number of Corrective Work Orders Over 90 Days (Ave/qtr)	94	150	132
Emp loy- ees	FMC Number of training modules developed vs. goal	0	0	1



Directors
Manny Fernandez

Tom Handley

Pat Kite

Anjali Lathi

Jennifer Toy

Officers
Richard B. Currie
General Manager
District Engineer

David M. O'Hara
Attorney

DATE: February 3, 2014

MEMO TO: Board of Directors - Union Sanitary District

FROM: Richard B. Currie, General Manager/District Engineer
David Livingston, Manager Treatment and Disposal Services
Tim Grillo, R&S Team Coach

SUBJECT: Agenda Item 8 - Meeting of February 10, 2014
Authorizing the General Manager to Execute Task Order No. 2 with RMC
Water and Environment for the Hayward Marsh Rehabilitation Options
Study

Recommendation

Staff recommends the Board authorize the General Manager to execute Task Order No. 2 with RMC Water and Environment (RMC) in the amount of \$ 389,730 for the Hayward Marsh Rehabilitation Options Study. Funds for this project are available in the FY 14 CIP budget.

Background

Since 1988, the District has discharged between 3 and 5 million gallons per day (MGD) of secondarily treated final effluent to the Hayward Marsh (Marsh). In FY13, 12.4 % of the treatment plant flow was diverted from the EBDA pipeline for use as a fresh water source to the Marsh. The Marsh is a model for the beneficial reuse of reclaimed wastewater for enhancement the environment and creation of habitat. More importantly, it provides the District with an additional 20 MGD of wet weather capacity, which is not available in the EBDA pipeline.

The Marsh NPDES permit requires the completion of a mixing zone study by August 31, 2013. During planning for the mixing zone study, the East Bay Regional Parks District (EBRPD) staff discovered that sedimentation within the channels and culverts of the Marsh was impacting the flow of water to basin 3B. In order to allow for the successful completion of the mixing zone study, staff submitted an alternative proposal to the Regional Board on July 24, 2012, which delayed the submittal of the mixing zone study final report to a date no later than July 31, 2015. This delay also allowed EBRPD time to plan and complete a maintenance dredging project.

In June 2013 the flow to Basin 3B stopped entirely due to sediment build up. EBRPD notified the Regional Board and the District that the scope of the marsh dredging project was beyond their capability. The District agreed to assist the EBRPD by conducting a feasibility study to evaluate rehabilitation options for the Marsh. The District reported our intention to conduct the study to the Regional Board on August 30, 2013.

In Fall of 2013, staff developed the scope for the rehabilitation study and issued a request for proposals to a number of consultants. Staff reviewed the proposals from five consultants and interviewed the top two consultants in December 2013. Staff selected RMC to conduct the Hayward Marsh Rehabilitation Options Study based on their team experience and approach. During the selection process, RMC informed the District that the Marsh rehabilitation project could potentially receive partial funding under the Department of Water Resources Bay Area Integrated Regional Water Management Plan (IRWMP) grant program.

Task Order No.1

The General Manager executed an agreement on January 15, 2014 and Task Order No. 1 in the amount of \$49,048 with RMC. This task order provided for Land Surveying of the Marsh and coordination with the IRWMP grant program needed for the month of January 2014 to meet the IRWMP schedule.

Task Order No. 2

Task Order No. 2 provides for the remainder of consultant services for the Hayward Marsh Rehabilitation Options Study as follows:

Base Subtask	Subtask Description	Amount
1	Data Collection and Scheduling - provide a list of information needed for the project for review and provide an overall project schedule.	\$5,546
2	Development of the Baseline Project - Full Restoration of the Marsh including dredging and improvements to the levies, Islands, conveyances and all appurtenances. Provide the conceptual design and cost estimate for the restoration option.	\$92,726
4	Development of Options to the Baseline Project - Evaluation of at least 4 alternative Marsh configurations and three storage options that don't include discharge of wastewater to the Marsh. Provide the conceptual design and cost estimates for all options.	\$66,322
5	Options Workshop - Present and discuss the design and	\$14,719

	cost estimate of all options in a workshop setting	
6	Options Evaluation - Prepare selection criteria and facilitate a workshop for the selection of the best rehabilitation project based on a review of all options.	\$43,281
7	Definition of a selected Project - Prepare a technical memorandum defining the conceptual design, cost and permitting constraints of the selected project	\$18,945
8	Stakeholder Coordination - Provide for an open house to solicit input from stakeholders.	\$32,596
9	Project Management - Provide for the kickoff meeting, coordination throughout the project and project administration.	\$34,109
	Total of Base Subtasks	\$308,244

Optional Services:

Optional Subtask	Subtask Description	Amount
3	Baseline Conditions Workshop - Provide a workshop to present and discuss the full restoration design and cost estimate.	\$7,848
10	IRWM Grant Funding Assistance - Provides for the preparation of the IRWMP grant application coordination and meetings.	\$46,814
11	Coordination with Regional Board Staff regarding compliance with the NPDES permit - Provides for coordination with the Regional Board staff, research, and answering of regulatory questions and attendance of periodic meetings with the Regional Board.	\$26,824
	Total of Optional Subtasks	\$81,486

Total of Base and Optional Subtasks	\$389,730
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The cost ceiling for Task order No.2 is \$389,730 which includes \$81,486 in optional services. The total cost for the project including Task Order No.1 and No. 2 is \$438,788. Staff had budgeted \$500,000 in the FY 14 CIP budget for the Alvarado Equalization Storage Project. However, the Hayward Marsh Rehabilitation Options Study will preclude the evaluation of wet weather equalization storage needs at the Alvarado Plant. Staff would like to utilize this budget for the Marsh Study in FY 14 and will evaluate the appropriate funding needs for the Alvarado Equalization Storage Project during the FY 15 budget process.

Total Costs for this Agreement are summarized in the table below:

Description	Total
Task Order No. 1 – Provide for Land Survey and Coordination with IRWMP Grant Program during January 2014	\$49,048
Proposed Task Order No. 2 – Complete the Marsh Rehabilitation Options Study	\$389,730
Total for this Agreement	\$ 438,778

Recommendation

Union Sanitary District has conducted several projects with RMC including the Local Limits Study, Professional Services Related to Hayward Marsh NPDES Compliance, and the Hayward Marsh Basin Plan Amendment. Staff has always been satisfied with the quality of their work.

Staff recommends that the Board authorize the General Manager to execute Task Order No. 2 with RMC Water and Environment in the amount of \$389,730 for the Hayward Marsh Rehabilitation Options Study.

RBC/DL/TG

Attachments: Task Order No. 2
Marsh Site Plan

HAYWARD MARSH REHABILITATION OPTIONS STUDY

TASK ORDER NO. 2

TO THE

AGREEMENT

BETWEEN

UNION SANITARY DISTRICT

AND

RMC WATER AND ENVIRONMENT

FOR

PROFESSIONAL SERVICES

Dated January 15, 2014

1. PURPOSE

The purpose of this Task Order is to develop rehabilitation options for Hayward Marsh. Union Sanitary District (USD or DISTRICT) has selected RMC Water and Environment (RMC or ENGINEER) to perform the work described in this Task Order. RMC will use a variety of specialty subconsultants as described in the Master Service Agreement.

2. PROJECT COORDINATION

All work related to this task order shall be coordinated through the District's Project Manager, Tim Grillo.

3. SCOPE OF SERVICES

The scope of this project includes the development of options for restoring Hayward Marsh and/or securing wet weather storage capacity for the Union Sanitary District. The following options have been identified to date:

- A. Full Restoration of Hayward Marsh – This option includes dredging, levee restoration, island restoration or expansion, and possible increases in levee elevation, to restore the marsh to the original conditions.
- B. Partial Restoration of Hayward Marsh – This Option provides for dredging the mixing channel and deep channels inside Basin 3B in order to reestablish flow to Basin 3B and improve bay water inflow to Basins 3A and 3B. For this option as well as other partial-restoration options, the degree of dredging needed to establish appropriate hydrodynamics within the marsh must be determined. This may include interviews with resource agencies as part of the process.
- C. Restore Basin 3A or 3B – Under this option freshwater would continue to be discharged through Basins 1, 2A, and 2B, and either Basin 3A or 3B would be restored by dredging the mixing channel and basins. The other pond could receive the dredged material and be converted to a seasonal wetland.
- D. Restore Basin 3A (or 3B) Only – Under this option, Basin 3A (or 3B) would be dredged and Basin 3B (or 3A) would be used for the dredged material, the basin being restored would be connected directly to San Francisco Bay and would become salt water habitat. Basins 2A and 2B would be closed. Basin 1 would be used for USD final effluent wet weather storage prior to conveyance to the EBDA pipeline. This Option would include building a pump station near Basin 1 that would discharge to the EBDA force main.
- E. Restore Both Basins 3A and 3B Only – This option would include full tidal exchange between both Basins 3A and 3B, and San Francisco Bay. Basins 2A and 2B would be closed, and Pond 1 would be retained for USD final effluent wet weather storage prior to conveyance to the EBDA pipeline.
- F. Cease Operation of Hayward Marsh – USD would seek other options for wet weather storage prior to conveyance to the EBDA pipeline. Alternatives to be evaluated will include:
 - a. Utilizing ponds at the Hayward wastewater treatment plant for wet weather equalization
 - b. Building influent or effluent flow equalization capacity at the Union Sanitary District Alvarado Treatment facility.
 - c. Other feasible storage options generated during the course of the study.

The specific tasks for this work effort are outlined below.

Task 1 – Data Collection and Schedule

This task includes collection, compilation, and review of data and information needed to fully develop the options identified in the final scope

of work, except for surveying, which was previously authorized under Task Order No. 1 and is not included in this scope of work. A partial list of reference information is as follows:

- Hayward Marsh sediment sample results (expected to be provided by EBRPD)
- Hayward Marsh NPDES permit (Order No. R2-2011-0058)
- NPDES permit Self-Monitoring Program data
- Hayward Marsh Management Plan (2012)
- Staff Report for Basin Plan Update -- Addition of Surface Water Bodies & Beneficial Uses (July 7, 2010)
- Original construction drawings of Hayward Marsh

The RMC Team will also submit a schedule of activities for completing the remaining tasks.

Task 2 – Development of Baseline Condition – Full Restoration of Hayward Marsh

Development of Baseline Condition

Full restoration of Hayward Marsh will include dredging to restore flows through channels, basins, and appurtenances after restoration. In addition, the full restoration will include other improvements such as levee restoration, island restoration or expansion, and levee elevation increases. The volume of material needing to be dredged and filled for each of the applicable portions of the marsh will be identified, along with the disposal options for each type of dredged material and suggestions for fill sources.

The RMC Team will review the sediment sampling analytical results (to be provided by USD via the East Bay Regional Parks District) and prepare a brief narrative (approximately half-page) interpreting the results. The suitability of the sediment for levee repair will be evaluated, based on the results provided for the soil index property tests including plasticity, sieve analysis for grain size distribution, and hydrometer test for percent silt and clay.

Geotechnical Evaluation

Geotechnical Engineer Hultgren-Tillis Engineers (HTE) will conduct a site visit of the Hayward Marsh, conduct an initial assessment of the ability of existing levees to support construction / dredging equipment, and provide consultation on material handling and reuse.

The recent sediments within the ponds are likely to be very weak. The strength of the underlying Bay Mud also needs to be evaluated for supporting excavation and material handling equipment. To evaluate the character of the sediments and underlying Bay Mud, HTE will review sediment sampling to be conducted by others plus drill one hand auger boring in pond 3B for moisture content testing. HTE will choose a location for the boring to attempt to characterize the more typical conditions within the pond. The boring may extend up to 10 feet below existing grade.

Former deep water channels exist near the levees. Using a hand-held static cone penetrometer, HTE will check the thickness of sediment at three locations across the width of the former deep water channel between the hand auger boring location and the adjacent containment levee. HTE will also use the penetrometer to assess the stiffness of soils beneath the levees surrounding the ponds at six locations. The site visit, hand auger boring, and penetration probes will be completed in a single site visit.

Using the results of HTE's field exploration, sediment sampling conducted by others, and experience with similar site conditions, HTE will perform a geotechnical engineering analysis as appropriate and develop conclusions regarding the following:

1. Subsurface conditions including thickness, strength, and moisture content of sediments;
2. Stability of existing levees under increased loading from construction equipment;
3. Ability of the levees to support construction equipment;
4. Allowable bearing capacity on the Bay Mud underlying the sediments;
5. Settlement impacts of new habitat enhancement fills on levee height; and
6. Material handling characteristics of the sediments to be excavated.

Environmental Permitting

Permitting considerations for the baseline condition will be documented both in the technical memorandum (briefly), and in an appendix to the technical memorandum (more detail). Permitting considerations will include information about constraints associated with nesting seasons and other wildlife-related restrictions. Interviews with USD and EBRPD staff to establish criteria for levee and island restoration will be part of this work effort.

Stakeholder Interviews

Interviews with additional stakeholder and/or resource agencies may be necessary for a full understanding of construction constraints. An estimated schedule for resource agency permitting will be developed.

Cost Estimate

A planning level cost for this alternative will be developed, to fully understand the scope of this option, and to compare it to the other options.

Task 3 – Baseline Condition Workshop (Optional)

A workshop will be held with District staff and stakeholders to discuss the draft baseline condition. The technical memorandum developed under Task 2 will be provided to workshop attendees at least two weeks prior to the workshop.

Task 4 – Development of Options to Baseline Condition

The Consultant shall develop options to the baseline condition including all options listed in the Scope of Services. Each of the remaining options to the baseline condition will be fully developed in a similar manner as for the baseline condition, for the purpose of evaluating each option and determining the estimated cost. The consultant shall evaluate the constraints related to constructability, and the potential for reuse dredged material onsite. The evaluation of reuse of dredge material shall include expansion of some of the bird islands, raising of levees, conversion of one or more basins to either tidal wetlands or seasonal wetland, transporting the material via slurry pipeline to an alternate location, and other creative reuse options. The Consultant shall include the evaluation of several alternatives that don't require the continued discharge to the Hayward Marsh as listed in the Scope of Services.

Task 5 – Options Workshop

A workshop will be held with District staff and stakeholders to discuss the draft options developed to date. The technical memoranda developed under Tasks 2, 3, and 4 will be provided to workshop attendees at least two weeks prior to the workshop. Preliminary evaluation criteria will also be discussed at the workshop.

Task 6 – Options Evaluation

This task will include the development of criteria for evaluating the various options, as well as a method for evaluation. Then, the RMC Team will use these tools to prepare a preliminary evaluation of the options. A workshop

will be held with District staff and possibly stakeholders to discuss the options evaluation.

Task 7 – Definition of Selected Project

This task will include a detailed description of the selected project, which may be a hybrid of the options considered for evaluation, or contain additional elements that were recommended during the options evaluation. The description will include an estimated cost (revised if necessary), as well as permitting considerations, so the information is all in one place. A recommended implementation schedule will also be included.

Task 8 - Stakeholder Coordination

In consultation with District staff, the RMC Team will prepare a list of stakeholders who will participate in the review of documents and participation in workshops under this project. The RMC Team will interview stakeholders to gain their perspectives as the options are developed. The RMC Team will document interactions with stakeholders. The RMC Team will manage the stakeholder review of documents and participation in workshops.

The RMC Team will hold an Open House with all stakeholders to review the alternatives once they are developed. The purpose of the Open House is to display the alternatives, which are mounted on foam boards throughout the room, with USD and project staff on hand to discuss the alternatives, explain the thinking that went into developing the alternatives and receive feedback in an informal setting. The attendees may also discuss the alternatives among themselves, which is also helpful to the process.

Task 9 – Project Management

The RMC Team will coordinate with the USD project manager and provide monthly reports to describe progress on the project. It is expected that regular progress meetings with District staff will be held with critical RMC project team members, including at a minimum the Project Manager, to ensure the project stays on schedule. These meetings may be held in person or as a conference call.

Task 10 – IRWM Grant Funding Support (Optional)

Early action grant funding activities during January 2014 are included in Task Order No. 1 and are not a part of this scope. If directed by the

District, the RMC Team will work with the District and other stakeholders associated with the Hayward Marsh to continue assistance related to current Integrated Regional Water Management (IRWM) grant funding activities. RMC will attend meetings or conference calls (up to the labor hours budgeted) with potential Regional Project partners, Bay Area Coordinating Committee members, USD staff or other parties, to facilitate successful participation in the Bay Area Coordinating Committee's Proposition 84, Round 3 IRWM grant application, either as part of a Regional Project or SubRegional Project.

RMC will assist USD in making a decision regarding whether to pursue participation in a Regional Project or a SubRegional Project. Once USD makes this decision, the RMC Team will prepare draft documentation for the initial concept submittal to the Bay Area Coordinating Committee, and then ultimately the final submittal for the IRWM grant application.

This task does not include the coordination of other agencies in either the submittal of a Regional Project concept, or development of detailed grant application information. If that activity is anticipated in the future, a separate Task Order will be developed for that work effort.

Task 11 – Coordination with Regional Water Board Staff Regarding Compliance with NPDES Permit (Optional)

San Francisco Bay Regional Water Quality Control Board (Regional Water Board) staff have requested semi-annual meetings to discuss the status of Hayward Marsh. If directed by the District, RMC will coordinate up to four meetings with Regional Water Board staff to facilitate continued compliance with the Hayward Marsh NPDES Permit. This task also includes the preparation of data or information analyses as needed to support discussions with Regional Water Board staff. Data or information analyses will be conducted as budget permits.

4. DELIVERABLES

Project deliverables are listed below:

Task 1 - Data Collection and Schedule

Deliverable: The RMC Team will provide a list of all data, information, and reports expected to be used in the study and a schedule for completing the work. After District review of the draft, the RMC Team will finalize the list and schedule.

Task 2 – Development of Baseline Condition – Full Restoration of Hayward Marsh

Deliverable: The RMC Team will provide a draft technical memorandum describing the activities and costs involved in full restoration of Hayward Marsh. Details supporting the planning level cost estimate will be provided in an appendix to the document. An appendix will include an annotated list of permits that would be needed for the restoration project to take place. Permitting agencies, expected permits, and considerations for obtaining the permits will be included.

The technical memorandum will also include a list of assumptions and constraints that could affect the project cost or schedule. After District review of the draft technical memorandum (in electronic format), the RMC Team will finalize the document and provide both electronic and 10 hard copies to the District. If a workshop on the baseline condition is conducted, the technical memorandum will be finalized *after* the workshop.

Deliverable: The RMC Team will provide the draft HTE brief written report on geotechnical findings for Hayward Marsh. After District review of the draft, the RMC Team will finalize the document.

Task 3 – Baseline Conditions Workshop

Deliverable: The RMC Team will prepare presentation materials to summarize information in the technical memorandum under Task 2.

Deliverable: The RMC Team will prepare a workshop summary within two weeks following the workshop.

Task 4 – Development of Options to Baseline Condition

Deliverable: The RMC Team will provide a draft technical memorandum describing each of the remaining options, with similar information as for the baseline condition, including planning level costs and appendices. After District review of the draft technical memorandum, the RMC Team will finalize the document.

Task 5 – Options Workshop

Deliverable: The RMC Team will prepare presentation materials to summarize information in the technical memorandum under Task 4.

Deliverable: The RMC Team will prepare a workshop summary within two weeks following the workshop.

Task 6 – Options Evaluation

Deliverable: The RMC Team will prepare a draft technical memorandum describing the options evaluation criteria, method for evaluation, and results of the evaluation. After District review of the draft technical memorandum, the RMC Team will finalize the document.

Deliverable: The RMC Team will prepare presentation materials to summarize information in the technical memorandum.

Deliverable: The RMC Team will prepare a workshop summary within two weeks following the workshop.

Task 7 – Definition of Selected Project

Deliverable: The RMC Team will prepare a draft technical memorandum describing the selected option, including the estimated cost. After District review of the draft technical memorandum, the RMC Team will finalize the document. Ten hard copies of this document will be provided to the District.

Task 8 - Stakeholder Coordination

Deliverable: The RMC Team will prepare a list of stakeholders to participate in the project, including the entity name, primary representative, and contact information for the primary representative.

Deliverable: The RMC Team will provide District with documentation of interactions with stakeholders.

Task 9 – Project Management

Deliverable: The RMC Team will submit monthly progress reports (may be included with invoice).

Task 10 – IRWM Grant Funding Support (Optional)

Deliverable: The RMC Team will provide meeting or conference call summaries for those events attended.

Deliverable: The RMC Team will prepare a draft Regional or SubRegional concept document for submittal to the Bay Area Coordinating Committee.

After District review of the draft document, the RMC Team will finalize the document.

Deliverable: The RMC Team will prepare a draft grant application submittal package. After District review of the draft document, the RMC Team will finalize the document.

Task 11 - Coordination with Regional Water Board Staff Regarding Compliance with NPDES Permit (Optional)

Deliverable: The RMC Team will prepare draft meeting agendas, meeting materials (as applicable), and draft meeting summaries, for meetings with Regional Water Board staff. After District review of the draft documents, the RMC Team will finalize the documents.

Deliverable: The RMC Team will prepare draft data or information analyses to support discussions with Regional Water Board staff. After District review of each draft document, the RMC Team will finalize the document.

5. DIGITAL SUBMITTAL REQUIREMENTS

RMC shall submit one hard copy and one electronic copy of the final base map that shows the project area in accordance with the following:

Digital files submitted shall be based on accurate coordinate geometry calculations and the California State Plane Coordinate System, Zone III in feet, NAD83. The digital file submitted shall be in AutoCAD Release 2000 or later, ".dwg" or ".dxf" (digital exchange format) format and shall be in one (1) drawing file containing all layers, illustrating all existing and proposed improvements within the project area as well as any off-site work associated with the project. Descriptive information (i.e. text) may be included in the appropriate layer, or added as a separate layer. Submitted digital files shall be in accordance with these minimum requirements, or as otherwise approved by the District. Submit these digital files on a CD or via an FTP site.

Each submittal shall be labeled with the project name, project number, company name, address and phone number.

All drawings shall use the California State Plane Coordinate System – Zone 3 in units of feet. The horizontal datum shall be the North American Datum of 1983 (NAD83) in units of feet and the vertical datum shall be the North American Vertical Datum of 1929 (NGVD29) in units of feet, or other datum as authorized by the District.

All files shall be uncompressed. Compressed files are acceptable only when using the WinZip utility or if the appropriate software to uncompress the data is provided.

All drawing files shall have a North orientation of vertical (i.e. toward the top of the page).

Layer colors, line types and line weights shall be left to the discretion of RMC.

Submitted AutoCAD files shall NOT contain external reference or nested external reference files. All external references shall be bound into the drawing.

6. EQUIPMENT AND PIPELINE SCHEDULES

Not Used.

7. PAYMENT TO THE ENGINEER

Compensation shall be based on RMC's schedule of hourly rates shown in Exhibit A. The billing rate schedule is equivalent to an overall labor multiplier of 3.22, including profit. Subconsultants and outside services will be billed at actual cost plus 5%; other direct costs will be billed at actual cost; and mileage will be billed at prevailing IRS standard rate.

The estimated costs for the work described in the Scope of Services are shown in Exhibit B. Total charges to the DISTRICT shall not exceed \$389,835 without written authorization from the DISTRICT.

The following table summarizes all task orders and amendments, if any, previously executed under the Agreement, including this Task Order:

Task Order / Amendment	Not to Exceed Amount	Board Authorization Required? (Yes/No)	District Staff Approval
Task Order No. 1 – Survey and Early Funding Support	\$49,048	No	Rich Currie
Task Order No. 2 – Hayward Marsh Rehabilitation Options Study	\$389,730	Yes	N/A
Total	\$438,778		

8. TIME OF COMPLETION

All work shall be complete in 365 calendar days after the execution of this Task Order. All work is subject to the conditions of Article 3 of this Agreement.

9. KEY PERSONNEL

Engineering personnel assigned to this Task Order No. 2 are as follows:

<u>Role</u>	<u>Key Person to be Assigned</u>
Project Manager	Monica Oakley (EPS-13)
Engineering/Funding Lead	Dave Richardson (EPS-13)
Engineering PE	Mark Takemoto (EPS-9)
Engineering Staff Assistance	Jennie Pang (EPS-2)

Key personnel shall not be changed except in accordance with Article 8 of the Agreement. A Project Team Organization chart showing task leaders is shown in Exhibit C. Key project team members from each specialty subconsultant are also shown in Exhibit C.

IN WITNESS WHEREOF, the parties hereto have made and executed this Task Order No. 2 as of February ____, 2014 and therewith incorporate it as part of the Agreement.

Hayward Marsh Rehabilitation Options Study

Task Order No. 2

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DISTRICT

ENGINEER

Union Sanitary District

RMC Water and Environment

By: _____

By: _____

Name: Richard B. Currie

Name: Randy Raines

Title: General Manager

Title: President

Exhibit A – Standard Hourly Rate Schedule

RMC Water and Environment 2014 Standard Billing Rates

Billing Classifications	2014 Rates
Engineer-Planner-Scientist	
EPS-1	\$ 146.00
EPS-2	\$ 156.00
EPS-3	\$ 168.00
EPS-4	\$ 184.00
EPS-5	\$ 194.00
EPS-6	\$ 205.00
EPS-7	\$ 215.00
EPS-8	\$ 226.00
EPS-9	\$ 236.00
EPS-10	\$ 250.00
EPS-11	\$ 265.00
EPS-12	\$ 276.00
EPS-13	\$ 286.00
EPS-14	\$ 297.00
Intern	\$ 53.00
Technician	
TECH-1	\$ 127.00
TECH-2	\$ 130.00
TECH-3	\$ 135.00
TECH-4	\$ 140.00
TECH-5	\$ 146.00
TECH-6	\$ 154.00
TECH-7	\$ 156.00
Administrative	
AD-1	\$ 94.00
AD-2	\$ 99.00
AD-3	\$ 104.00
AD-4	\$ 114.00
AD-5	\$ 125.00
AD-6	\$ 135.00
AD-7	\$ 146.00

Exhibit B – Fee Estimate

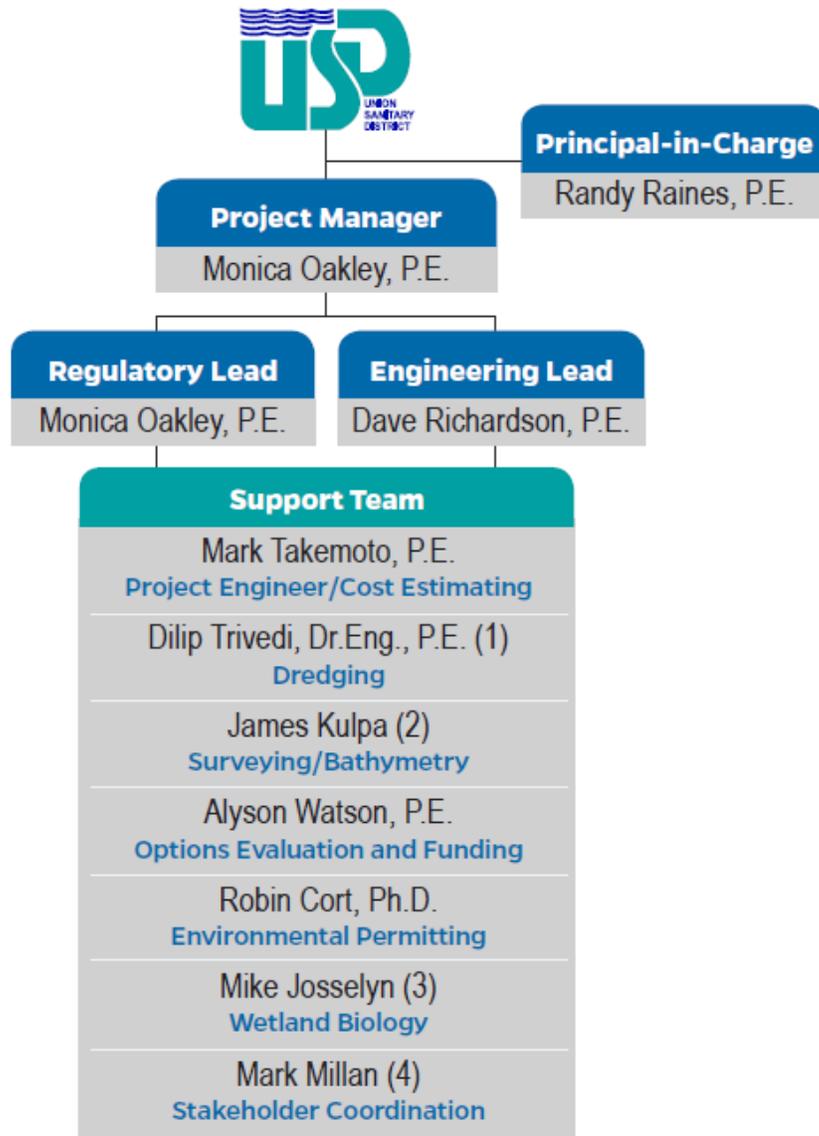


Union Sanitary District
Hayward Marsh Rehabilitation Options Study - Task Order No. 2

Tasks	Labor										ODCs										Total					
	Randy Raines PIC	Monica Oakley PM	Dave Richardson Engineering Lead	Mark Takemoto Project Engineer/ Cost Estimating	Alyson Watson Options Eval./ Funding	Robin Cort Environmental Permitting	Jennie Pang Project Engineer	CAD/ Graphics	Admin.	Total Hours	Total Labor Costs (1)	M&N Dilip Trivedi Principal	M&N Jack Fink Dredging Costs & Constructability	M&N Jaclyn Gnusti Dredging Engineer	M&N Neil Nichols Dredging Volumes / Graphics	Total M&N Hours	Total M&N Labor Costs (1)	Data Instincts Stakeholder Coordination	WRA Wetland Biology	Pacific EcoRisk Sediment Sampling		Hultgren & Tillis Geotech	Subtotal	Sub Consultant Total Cost (2)	Other ODCs (3)	Total Fee
Task 1: Data Collection and Schedule	\$297	\$286	\$286	\$236	\$286	\$250	\$156	\$135	\$103			\$255	\$209	\$195	\$195											
1.1 Data Collection and Schedule		1	1	2					4	\$1,044	1	8	12		21	\$4,267							\$4,288	\$4,502		\$5,546
Subtotal Task 1:	0	1	1	2	0	0	0	0	4	\$1,044	1	8	12	0	21	\$4,267	\$0	\$0	\$0	\$0		\$4,288	\$4,502	\$0	\$5,546	
Task 2: Development of Baseline Condition - Full Restoration of Hayward Marsh																										
2.1 Determine Volume of Earthwork to Be Moved and How		2	2	6					10	\$2,560	2	6	16	16	40	\$8,004					\$14,900	\$22,944	\$24,091		\$26,651	
2.2 Develop Environmental and Permitting Considerations		8				24	16		48	\$10,784	1		16		17	\$3,375		\$8,000				\$11,392	\$11,962		\$22,746	
2.3 Determine Planning Level Cost		2	2	8			20		32	\$6,152		16			16	\$3,344						\$3,360	\$3,528		\$9,680	
2.4 Develop Draft TM Describing Baseline Restoration	1	12	2	4			36	14	6	\$13,369	2	4	12	8	26	\$5,246		\$2,000	\$5,000			\$12,272	\$12,886	\$100	\$26,355	
2.5 Develop Final TM Describing Baseline Restoration		6	1	4			16		29	\$5,648			8		8	\$1,560						\$1,568	\$1,646		\$7,294	
Subtotal Task 2:	1	30	7	22	0	24	88	14	8	\$38,513	5	26	52	24	107	\$21,529	\$0	\$10,000	\$5,000	\$14,900		\$51,536	\$54,113	\$100	\$92,726	
Task 4: Development of Options to Baseline Condition																										
4.1 Determine Vol. of Earthwork to Be Moved and How, for Each		2	1	4					7	\$1,802	4	12	16	24	56	\$11,328						\$11,384	\$11,953		\$13,755	
4.2 Develop Environmental and Permitting Considerations		8				12	16		36	\$7,784	2		12		14	\$2,850						\$2,864	\$3,007		\$10,791	
4.3 Determine Planning Level Costs		2	2	6			16		26	\$5,056	1	24	12		37	\$7,611						\$7,648	\$8,030		\$13,086	
4.4 Develop Draft TM Describing Restoration of Options		12	2	8			36	12	4	\$13,540	2	4	16	6	28	\$5,636		\$3,000				\$8,664	\$9,097	\$100	\$22,737	
4.5 Develop Final TM Describing Restoration of Options		6	1	4			14		27	\$5,336			3		3	\$585						\$588	\$617		\$5,953	
Subtotal Task 4:	0	30	6	22	0	12	82	12	6	\$33,518	9	40	59	30	138	\$28,010	\$0	\$3,000	\$0	\$0		\$31,148	\$32,704	\$100	\$66,322	
Task 5: Options Workshop																										
5.1 Prepare Presentation Materials		4	1	4			12	4	2	\$4,992	2		12		14	\$2,850						\$2,864	\$3,007	\$100	\$8,099	
5.2 Facilitate Workshop		6		6					12	\$3,132	2		6		8	\$1,680						\$1,688	\$1,772	\$100	\$5,004	
5.3 Prepare Workshop Summary		4		2					6	\$1,616					0	\$0						\$0	\$0		\$1,616	
Subtotal Task 5:	0	14	1	12	0	0	12	4	2	\$9,740	4	0	18	0	22	\$4,530	\$0	\$0	\$0	\$0		\$4,552	\$4,779	\$200	\$14,719	
Task 6: Options Evaluation																										
6.1 Develop Criteria to Evaluate Options	1	8			8		16		33	\$7,369	2		4		6	\$1,290						\$1,296	\$1,361		\$8,730	
6.2 Prepare Draft TM for Options Evaluation		8	1	2	12		36	2	2	\$12,570	2	2	6		10	\$2,098						\$2,108	\$2,213		\$14,783	
6.3 Prepare Presentation Materials for Workshop		4		2			16	2	2	\$4,588	1	1	6		8	\$1,634						\$1,642	\$1,724		\$6,312	
6.4 Prepare for and Facilitate Workshop		6		6					12	\$3,132	1		4		5	\$1,035						\$1,040	\$1,092	\$100	\$4,324	
6.5 Prepare Workshop Summary		2		4					6	\$1,516					0	\$0						\$0	\$0		\$1,516	
6.6 Prepare Final TM for Options Evaluation		6		1	8		16		31	\$6,736	1		2		3	\$645						\$648	\$680	\$200	\$7,616	
Subtotal Task 6:	1	34	1	15	28	0	84	4	4	\$35,911	7	3	22	0	32	\$6,702	\$0	\$0	\$0	\$0		\$6,734	\$7,070	\$300	\$43,281	
Task 7: Definition of Selected Project																										
7.1 Prepare Draft TM Describing Selected Option		4	1	6		2	16	8	2	\$7,128	2		16		18	\$3,630		\$2,000				\$5,648	\$5,930		\$13,058	
7.2 Prepare Final TM Describing Selected Option		4	1	4			12	2	2	\$4,452			6		6	\$1,170						\$1,176	\$1,235	\$200	\$5,887	
Subtotal Task 7:	0	8	2	10	0	2	28	8	4	\$11,580	2	0	22	0	24	\$4,800	\$0	\$2,000	\$0	\$0		\$6,824	\$7,165	\$200	\$18,945	
Task 8: Stakeholder Coordination																										
8.1 Prepare List of Stakeholders		2							2	\$572			2		2	\$390	\$500					\$892	\$937		\$1,509	
8.2 Conduct Interviews with Stakeholders		18					8		26	\$6,396	2		4		6	\$1,290	\$1,000					\$2,296	\$2,411	\$250	\$9,057	
8.3 Conduct Open House for Options Review		12	6	6				10	34	\$7,914	6		6				\$10,000					\$10,012	\$10,012	\$250	\$18,176	
8.4 Prepare Documentation of Stakeholder Communications		4					8		12	\$2,392			2		2	\$390	\$1,000					\$1,392	\$1,462		\$3,854	
Subtotal Task 8:	0	36	6	6	0	0	16	10	0	\$17,274	8	0	14	0	10	\$2,070	\$12,500	\$0	\$0	\$0		\$14,592	\$14,822	\$500	\$32,596	
Task 9: Project Management																										
9.1 Kick-off Meeting		12	6	6			16		40	\$9,060	6		6		12	\$2,700						\$2,712	\$2,712	\$100	\$11,872	
9.2 Monthly Progress Phone Calls with USD Project Manager		8	2	12					22	\$5,692					0	\$0						\$0	\$0	\$100	\$5,792	
9.3 Informal Progress Phone Calls with USD Project Manager		26							26	\$7,436					0	\$0						\$0	\$0		\$7,436	
9.4 Prepare and Submit Monthly Progress Reports	1	12					20		16	\$8,497			2		2	\$390						\$392	\$412	\$100	\$9,009	
Subtotal Task 10:	1	58	8	18	0	0	36	0	16	\$30,685	6	0	8	0	14	\$3,090	\$0	\$0	\$0	\$0		\$3,104	\$3,124	\$300	\$34,109	
TOTAL PROJECT COST	3	211	32	107	28	38	346	52	40	\$ 178,265	42	77	207	54	368	\$ 74,998	\$ 12,500	\$15,000	\$ 5,000	\$ 14,900		\$ 122,778	\$ 128,279	\$ 1,700	\$ 308,244	
OPTIONAL TASKS																										
Task 3: Baseline Condition Workshop (Optional)																										
3.1 Baseline Condition Workshop (Optional)		8	4	4			12		28	\$6,248	4				4	\$1,020	\$500					\$1,524	\$1,600		\$7,848	
Subtotal Task 3:	0	8	4	4	0	0	12	0	0	\$6,248	4	0	0	0	4	\$1,020	\$500	\$0	\$0	\$0		\$1,524	\$1,600	\$0	\$7,848	
Task 10: IRWM Grant Funding Support (Optional)																										
10.1 Grant Funding Meetings		40	20		4				64	\$18,304					0	\$0						\$0	\$0	\$500	\$18,804	
10.2 Initial Project Concept Submittal		8	4		4		16	4	2	\$7,818						\$0						\$0	\$0	\$500	\$8,318	
10.3 Detailed Grant Application Submittal		24	8				60	8		\$19,592					0	\$0						\$0	\$0	\$100	\$19,692	
Subtotal Task 11:	0	72	32	0	8	0	76	12	2	\$45,714	0	0	0	0	0	\$0	\$0	\$0	\$0	\$0		\$0	\$0	\$1,100	\$46,814	
Task 11: Coordination with Regional Water Board Staff Regarding Compliance with NPDES Permit (Optional)																										
11.1 Coordinate & Attend Mtgs with Reg. Water Board Staff		24	1	12					1	\$10,085					0	\$0						\$0	\$0	\$100	\$10,185	
11.2 Conduct Water Quality or Regulatory Analyses		36					40		1	\$16,639					0	\$0						\$0	\$0		\$16,639	
Subtotal Task 12:	0	60	1	12	0	0	40	0	2	\$26,724	0	0	0	0	0	\$0	\$0	\$0	\$0	\$0		\$0	\$0	\$100	\$26,824	

1. The individual hourly rates include salary, overhead and profit.
 2. Subconsultants will be billed at actual cost plus 5%.

Exhibit C – Project Team Organization



Subconsultants

1. Moffat & Nichol
2. CLE Engineering
3. WRA Environmental Consultants
4. Data Instincts



Reclaimed Water In

Latitude: 37 37 54.93368
Longitude: 122 08 05.15959

Northwest Channel

1

3A

2A

3B

2B

Mixing Channel

0 100 200 400 Meters





Directors
Manny Fernandez
Tom Handley
Pat Kite
Anjali Lathi
Jennifer Toy

Officers
Richard Currie
*General Manager/District
Engineer*

David M. O'Hara
Attorney

DATE: January 31, 2014

MEMO TO: Board of Directors - Union Sanitary District

FROM: Richard B. Currie, General Manager/District Engineer

SUBJECT: Agenda Item No. 9- Meeting of February 10, 2014
Approve the General Managers Employment Contract for 2014

Recommendation

Approve the Employment Agreement with the General Manager dated February 10, 2014.

Background

The General Manager (GM) position at Union Sanitary District is a single position class that is governed by an agreement between the Board of Directors and the General Manager. This agreement provides for the terms and conditions of employment of the GM and includes salary, benefits, performance evaluation, criteria for termination, and other terms and conditions of employment.

The first Agreement between the Board and Richard Currie as General Manager was developed in 2003 and has been updated and extended on two occasions, most recently in 2012. With Mr. Currie set to retire in September of 2014, this will be the final contract with the current GM.

Proposed changes include the following:

- Changes in the term of agreement.
- Revision of the GM salary to reflect increases approved by the Board in 2013 and 2014. The latest increase was approved at the Regular Board meeting on January 27, 2014.

- Revision to the Retiree Medical provisions to reflect agreements made during the Regular Board meeting of December 23, 2013.
- Revisions to the Deferred Compensation contribution by the District based on salary increase.
- Changes to the general provisions to reflect that salary change is effective January 1, 2014 and that the provisions in the Agreement regarding retiree medical benefits survive the expiration of the Agreement.
- The signature block has been changed to reflect the current Board officers.

Attachments:

Summary of Proposed Changes

Minutes of Board Meeting of 12/23/13, 1/13/14 and 1/27/14

Proposed Agreement

**UNION SANITARY DISTRICT
CHECK REGISTER
01/18/2014-01/31/2014**

Check No.	Date	Invoice No.	Vendor	Description	Invoice Amt	Check Amt
152999	1/23/2014	2862	EAST BAY DISCHARGERS AUTHORITY	O&M ASSESSMENT, JAN-MAR 2014	\$266,626.96	\$266,626.96
153058	1/30/2014	2951	DW NICHOLSON CORP	LIFT STATION #1 IMPROVEMENTS	\$40,867.76	\$175,704.11
	1/30/2014	2959		MCC REPLACEMENT - PHASE 2	\$134,836.35	
153041	1/23/2014	2024666	WEST YOST & ASSOCIATES	MISC SS SPOT REPAIRS PHASE V	\$44,954.85	\$82,259.64
	1/23/2014	2024536		UPPER HETCH HECTCHY SS REHABILITATION	\$37,304.79	
152993	1/23/2014	2012025141	COVELLO GROUP INC	HEADWORKS AND EMERGENCY OUTFALL IMPROV	\$10,300.00	\$68,663.79
	1/23/2014	201300810		COGENERATION PROJECT	\$45,444.29	
	1/23/2014	20130175		THICKENER CONROL BUILDING IMPROVEMENTS PHASE II	\$4,665.50	
	1/23/2014	201002239		PRIMARY CLARIFIERS 1 - 4 REHABILITATION	\$1,256.00	
	1/23/2014	2012025142		RAS PUMP STATION IMPROVEMENTS	\$6,186.00	
	1/23/2014	201103323		THICKENER 3 AND 4 REHABILITATION	\$812.00	
153079	1/30/2014	1242	QUANTUM RESOLVE INC	HANSEN 8 UPGRADE	\$35,600.00	\$35,600.00
153008	1/23/2014	32698US06A	INFOR PUBLIC SECTOR, INC	HANSEN 8 ANNUAL SUPPORT AND MAINT.	\$34,019.89	\$34,019.89
153019	1/23/2014	170120140109	PACIFIC GAS AND ELECTRIC	SERV TO 12/19/13 PLANT	\$30,664.39	\$30,664.39
152991	1/23/2014	21966	CDW GOVERNMENT LLC	MAINT & UPDATES QUANTUM DXI6701	\$21,582.00	\$21,582.00
153000	1/23/2014	2013144	FARALLON GEOGRAPHICS INC	PLANT GIS IMPROVEMENTS	\$14,320.00	\$14,320.00
153088	1/30/2014	901542202	SIEMENS WATER TECHNOLOGIES LLC	DI WATER SYSTEM	\$231.00	\$11,828.71
	1/30/2014	901530954		2,498 GALS HYDROGEN PEROXIDE	\$11,597.71	

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Check No.	Date	Invoice No.	Vendor	Description	Invoice Amt	Check Amt
153074	1/30/2014	9017370610	KEMIRA WATER SOLUTIONS, INC.	7.38 DRY TONS FERROUS CHLORIDE	\$4,979.35	\$9,884.49
	1/30/2014	9017369951		7.27 DRY TONS FERROUS CHLORIDE	\$4,905.14	
153067	1/30/2014	1112648	HANSON BRIDGETT	LEGAL SERVICES - PERSABILITY OF UNCLASS COMP PLAN	\$2,255.85	\$9,664.20
	1/30/2014	1112650		LEGAL SERVICES - PERSABILITY OF UNCLASS COMP PLAN	\$7,108.65	
	1/30/2014	1103042		LEGAL SERVICES - PERSABILITY OF UNCLASS COMP PLAN	\$299.70	
153038	1/23/2014	733133	VALLEY OIL COMPANY	1,200 GALS CARB DYED DIESEL FUEL	\$4,564.92	\$7,957.30
	1/23/2014	25673		5 DRS XLD 15/40 OIL	\$3,392.38	
153044	1/30/2014	4071036120140115	ALAMEDA COUNTY WATER DISTRICT	SERV TO: 01/15/14-BENSON ROAD	\$7,385.17	\$7,720.87
	1/30/2014	4071037120140115		SERV TO: 01/15/14-BENSON ROAD	\$281.84	
	1/30/2014	4071038120140115		SERV TO: 01/15/14-BENSON ROAD	\$53.86	
153036	1/23/2014	594162	UNIVAR USA INC	5,032 GALS SODIUM HYPOCHLORITE	\$2,367.12	\$7,026.07
	1/23/2014	593980		5,013 GALS SODIUM HYPOCHLORITE	\$2,358.17	
	1/23/2014	594154		4,891 GALS SODIUM HYPOCHLORITE	\$2,300.78	
153045	1/30/2014	129096	ALFA LAVAL ASHBROOK SIMON-HART	GBT TECHNICAIN SITE VISIT	\$5,515.62	\$5,515.62
152990	1/23/2014	6791	CATELLUS MIXED LAND, LLC	REFUND # 16870	\$5,415.00	\$5,415.00
153072	1/30/2014	19276	IEDA INC	LABOR RELATIONS CONSULTING 1/1/14 - 3/31/14	\$5,305.00	\$5,305.00
153009	1/23/2014	9017369559	KEMIRA WATER SOLUTIONS, INC.	7.55 DRY TONS FERROUS CHLORIDE	\$5,094.06	\$5,094.06
153033	1/23/2014	2405	CITY OF UNION CITY	2014 HAZ MAT FEES, PERMIT FEES	\$4,900.00	\$4,900.00
153081	1/30/2014	17288	RMC WATER AND ENVIRONMENT	IRVINGTON BASIN SEWER MASTER PLAN UPDATE	\$4,795.00	\$4,795.00

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Check No.	Date	Invoice No.	Vendor	Description	Invoice Amt	Check Amt
153094	1/30/2014	595510	UNIVAR USA INC	5,051 GALS SODIUM HYPOCHLORITE	\$2,376.05	\$4,730.94
	1/30/2014	594795		5,006 GALS SODIUM HYPOCHLORITE	\$2,354.89	
153021	1/23/2014	850899	POLYDYNE INC	41,300 LBS CLARIFLOC WE-539	\$4,703.24	\$4,703.24
152981	1/23/2014	502	AUTOMATED NETWORK CONTROLS	HEADWORKS AND EMERGENCY OUTFALL IMPROVEMENTS	\$3,321.28	\$4,601.43
	1/23/2014	503		SCADA / PLC PROGRAMMING SERVICES	\$1,280.15	
153022	1/23/2014	131230	PROSAFE	40 HRS INSPECTIONS & 2 HRS SPCC	\$4,200.00	\$4,200.00
152983	1/23/2014	301227	BAY AREA BARRICADE SERVICE INC	250 CONES FRO CS & MTV	\$3,969.38	\$3,969.38
153032	1/23/2014	130628	TOTAL WASTE SYSTEMS INC	DECEMBER 2013 GRIT DISPOSAL	\$3,901.34	\$3,901.34
152989	1/23/2014	132125	CAROLLO ENGINEERS	2011-2012 ON-CALL SERVICES	\$2,047.70	\$3,716.56
	1/23/2014	132389		HEADWORKS AND EMERGENCY OUTFALL IMPROVEMENTS	\$1,668.86	
153029	1/23/2014	20131231	STATE BOARD OF EQUALIZATION	SALES & USE TAX 10/13-12/13	\$3,345.00	\$3,345.00
153096	1/30/2014	30808	WECO INDUSTRIES LLC	12 CONCAVE ROOT SAW HEAVY DUTY	\$1,791.27	\$3,304.24
	1/30/2014	30801		6 LOOP, LIFTING, WEBBING	\$58.22	
	1/30/2014	30812		REPAIR OF OZIII CAMERA	\$595.81	
	1/30/2014	30813		REPAIR TRUCK T2371	\$858.94	
152979	1/23/2014	6684	BHUPEN AMIN	REFUND # 16878	\$3,300.00	\$3,300.00
153051	1/30/2014	11207254	BROWN & CALDWELL CONSULTANTS	WASTEWATER EQUALIZATION STORAGE FACILITIES STUDY	\$3,280.82	\$3,280.82
153057	1/30/2014	243986	CURTIS & TOMPKINS LTD	10 LAB SAMPLE ANALYSIS	\$160.00	\$3,220.00
	1/30/2014	244071		109 LAB SAMPLE ANALYSIS	\$3,060.00	

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Check No.	Date	Invoice No.	Vendor	Description	Invoice Amt	Check Amt
153046	1/30/2014	5089707	ALL INDUSTRIAL ELECTRIC SUPPLY	4 APC SMART-UPS	\$2,930.22	\$2,930.22
152978	1/23/2014	4017274120140106	ALAMEDA COUNTY WATER DISTRICT	SERV TO: 12/31/13 - FREMONT BLVD	\$2,509.16	\$2,509.16
152998	1/23/2014	3688294	DWYER INSTRUMENTS, INC.	8 VA15419 GLASS FLOWMETER,27.9 SCFH	\$2,295.89	\$2,295.89
152987	1/23/2014	376959	BRENNTAG PACIFIC, INC.	3846 LBS SODIUM HYDROXIDE	\$2,075.12	\$2,075.12
153017	1/23/2014	7188	MOUNTAIN CASCADE INC	REFUND # 16886	\$1,000.00	\$2,000.00
	1/23/2014	7182		REFUND # 16877	\$1,000.00	
152976	1/23/2014	38140	AIR & LUBE SYSTEMS INC	FUEL MANAGEMENT SYSTEM UPGRADE	\$1,980.00	\$1,980.00
153073	1/30/2014	200158306	IRON MOUNTAIN	DATA/MEDIA OFF-SITE STORAGE - DEC 2013	\$224.85	\$1,866.25
	1/30/2014	6906		OFF-SITE STORAGE AND SERVICES, DEC 2013	\$1,354.12	
	1/30/2014	8935		OFF-SITE STORAGE AND SERVICES, DEC 2013	\$287.28	
153080	1/30/2014	231045	RKI INSTRUMENTS INC	13 BATTERY SETS OF 2 CELLS W/HARDWARE	\$854.10	\$1,810.04
	1/30/2014	230839		116 BATTERIES	\$955.94	
153063	1/30/2014	72547	GORILLA METALS	ASTD STEEL FOR ARV PROJECT	\$1,697.12	\$1,724.37
	1/30/2014	72567		ASTD METAL, STEEL, STAINLESS, AND ALUMINUM	\$27.25	
153048	1/30/2014	3096	BAY AREA COATING CONSULTANT	COATING INSPECTION SERVICES FOR THE COGENERATION PROJECT	\$1,700.00	\$1,700.00
152984	1/23/2014	2722	BAY POWER LLC	6 CUMMINGS FILTER FOR GENERATORS	\$453.20	\$1,633.20
	1/23/2014	2715		SERVICE FOR GEN 2 SYNC ISSUE	\$1,180.00	
153059	1/30/2014	32269	EXECUTRAIN	ADVANCED CRYSTAL REPORTS	\$1,526.00	\$1,526.00
153077	1/30/2014	304001	PACHECO BROTHERS GARDENING INC	LANDSCAPE MAINTENANCE SERVICES JAN 2014	\$1,365.00	\$1,365.00

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Check No.	Date	Invoice No.	Vendor	Description	Invoice Amt	Check Amt
153055	1/30/2014	81599	CONCRETE WALL SAWING CO INC	CORE DRILL AND SCAN 4' HOLE IN HEADWORKS	\$1,300.00	\$1,300.00
152988	1/23/2014	32630	CALCON SYSTEMS	EBDA AND HAYWARD MARSH FLOW METER CALIBRATION	\$1,150.00	\$1,150.00
153076	1/30/2014	20140123	DAVID M. O'HARA - REIMB	EXP REIMB: CASA WINTER CONF - INDIAN WELLS	\$1,130.26	\$1,130.26
153011	1/23/2014	20140122	KATHLEEN MARTIN	EXP REIMB: CAPPO CONFERENCE, SAN DIEGO	\$1,100.41	\$1,100.41
152996	1/23/2014	20131225.25	DALE HARDWARE INC	12/13 - ASTD PARTS & MATERIALS	\$1,071.16	\$1,071.16
153018	1/23/2014	304138	PACHECO BROTHERS GARDENING INC	WEED ABATEMENT WORK JANUARY 2014	\$1,055.00	\$1,055.00
152977	1/23/2014	9022930823	AIRGAS NCN	1 CYL ARGON	\$379.70	\$993.71
	1/23/2014	9915177436		CYLINDER RENTAL	\$614.01	
153093	1/30/2014	524790520	TELEPACIFIC COMMUNICATIONS	WIRELESS INTERNET BACKUP - JANUARY	\$960.00	\$960.00
153005	1/23/2014	20140122	SAMI GHOSSAIN	EXP REIMB: CASA WINTER CONF - PALM SPRINGS	\$924.21	\$924.21
153015	1/23/2014	140145	METROMOBILE COMMUNICATIONS INC	RADIO SERVICE AGREEMENT - JAN 2014	\$879.40	\$879.40
153054	1/30/2014	20131227	COMMUNICATION & CONTROL INC	UTILITY FEE/ANTENNA RENTAL	\$869.72	\$869.72
153043	1/30/2014	131201984	AIRTECH MECHANICAL INC	SERVICE CALL: BLDG 82 ROOM 102 NO HEATING	\$865.90	\$865.90
153066	1/30/2014	1426802	HANSON AGGREGATES INC	11.35 TONS 1/2 MED TYPE A	\$849.44	\$849.44
153064	1/30/2014	598291	GRANITE CONSTRUCTION COMPANY	10.11 TONS 1/2" HMA64-10R15	\$835.59	\$835.59
153086	1/30/2014	6462	RAMANDEEP SANDHU	REFUND # 16398	\$800.00	\$800.00

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Check No.	Date	Invoice No.	Vendor	Description	Invoice Amt	Check Amt
153006	1/23/2014	9331885195	GRAINGER INC	1 EA ELECTRONIC TIMER, PROG	\$160.08	\$760.38
	1/23/2014	9321557309		1 EA PHEUMATIC REGULATOR	\$423.99	
	1/23/2014	9320933196		1 EA DUAL HEAD DRENCH HOSE	\$313.92	
	1/23/2014	9333897826		CREDIT FOR 1 EA ELECTRONIC TIMER, PROG	\$-160.08	
	1/23/2014	9315738832		1 EA COMPACT CONTACTOR	\$22.47	
153039	1/23/2014	537190	VINCENT ELECTRIC MOTOR CO	NPS PUMP 1 ELECTRICAL TESTING	\$742.50	\$742.50
153034	1/23/2014	39111	CITY OF UNION CITY	ANNUAL FIRE OPERATIONAL PERMIT	\$714.00	\$714.00
153082	1/30/2014	1072417	ROCHESTER MIDLAND CORPORATION	HOT WATER LOOP SERVICE	\$685.90	\$685.90
152994	1/23/2014	243878	CURTIS & TOMPKINS LTD	40 LAB SAMPLE ANALYSIS	\$660.00	\$660.00
153026	1/23/2014	2345949003	S & S SUPPLIES & SOLUTIONS	10 RAIN SUIT OVERALLS XL	\$207.27	\$658.63
	1/23/2014	2345949004		10 RAIN SUIT JACKET 2XL	\$451.36	
153092	1/30/2014	20021152	TELEDYNE ISCO INC	2 DISCHARGE TUBING 50' LENGTH	\$638.22	\$638.22
153035	1/23/2014	94810	UNITED CONTRACTORS	2014 ASSOCIATE DUES	\$617.00	\$617.00
153053	1/30/2014	31313	CLAREMONT BEHAVIORAL SERVICES	FEB 2014 EAP PREMIUM	\$607.20	\$607.20
153030	1/23/2014	12312013	STATE BOARD OF EQUALIZATION	STORAGE TANK MAINT FEE 2013	\$602.38	\$602.38
153002	1/23/2014	9388	FREMONT EXPRESS COURIER SVC	COURIER SERVICES: DEC 2013	\$570.00	\$570.00
152980	1/23/2014	5001474	AT&T	SERV: 12/01/13 - 12/31/13	\$566.31	\$566.31
153004	1/23/2014	79051	GHD INC	BOYCE ROAD LIFT STATION	\$553.37	\$553.37

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Check No.	Date	Invoice No.	Vendor	Description	Invoice Amt	Check Amt
153014	1/23/2014	70861229	MCMaster SUPPLY INC	50 EA FLEXIBLE INTERLOCKING DRAINAGE FLOOR TILES	\$261.86	\$540.64
	1/23/2014	70703271		6 EA CULTIVATING/REFUSE HOOKS	\$196.63	
	1/23/2014	71017938		4 PACKS CONCRETE SCREWS	\$56.21	
	1/23/2014	71458216		2 EA RUBBER HOSE STOPS	\$25.94	
153024	1/23/2014	8200000007102	RED WING SHOE STORE	SAFETY SHOES - FMC & CS	\$522.59	\$522.59
152982	1/23/2014	20140116	IRMA REGINA BASTIAN	TUITION REIMBURSEMENT FALL SEMESTER 2013	\$232.00	\$520.13
	1/23/2014	20140116.1		TUITION REIMBURSEMENT FALL SEMESTER 2013	\$288.13	
153047	1/30/2014	2521757976	BANK OF NEW YORK	DECEMBER 2013 SERVICE FEE	\$514.41	\$514.41
153010	1/23/2014	9323	LOOKINGPOINT INC	MONTHLY PREMIER SUPPORT - JAN 2014	\$500.00	\$500.00
153012	1/23/2014	7016	RAUL MARTINEZ	REFUND # 16885	\$500.00	\$500.00
153089	1/30/2014	7197	SOLUTION PLUMBING & DRAIN SERV	REFUND # 16900	\$500.00	\$500.00
153090	1/30/2014	7178	STREAMLINE PLUMBING & DRAIN	REFUND # 16897	\$500.00	\$500.00
153052	1/30/2014	43309	CITYLEAF INC	PLANT MAINTENANCE - JAN 2014	\$498.91	\$498.91
153097	1/30/2014	23360	WILEY PRICE & RADULOVICH LLP	LABOR & EMPLOYMENT LAW FEES	\$498.00	\$498.00

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Check No.	Date	Invoice No.	Vendor	Description	Invoice Amt	Check Amt
153075	1/30/2014	72053640	MCMASTER SUPPLY INC	ASTD PARTS & MATERIALS	\$184.91	\$490.80
	1/30/2014	72048791		ASTD PARTS & MATERIALS	\$143.79	
	1/30/2014	71715327		2 EA DISPOSABLE LANTERN BATTERIES	\$34.49	
	1/30/2014	71729098		1 EA GLOW-IN-THE-DARK EXIT LIGHT	\$87.06	
	1/30/2014	71788604		1 EA OUTDOOR TIME & DAY ACTUATED SWITCH	\$52.82	
	1/30/2014	72006900		1 EA TUBULAR HALOGEN LIGHT BULB - DOUBLE END	\$12.06	
	1/30/2014	70942706		CREDIT FOR AEROSOL MARKING PAINT	\$-56.76	
	1/30/2014	72049421		ASTD WIPES	\$32.43	
153095	1/30/2014	8056317229	VWR INTERNATIONAL LLC	ASTD LAB SUPPLIES	\$482.25	\$482.25
152997	1/23/2014	10596	DIABLO BOILER WORKS	SERVICE CALL: CLEAVER-BROOKS BOILER	\$482.00	\$482.00
152986	1/23/2014	10071290	BLAISDELL'S	ASTD OFFICE SUPPLIES	\$234.60	\$467.03
	1/23/2014	10070071		1 DZ BLK PENS	\$0.81	
	1/23/2014	10070070		ASTD OFFICE SUPPLIES	\$101.34	
	1/23/2014	10071291		1 BLK PLANNER	\$20.79	
	1/23/2014	10071080		1 5HK COSTUMER	\$109.49	
153016	1/23/2014	24815133	MOTION INDUSTRIES INC	1 EA ELECTRIC MOTOR	\$454.65	\$454.65
153003	1/23/2014	20134001.1	G3 ENGINEERING INC	GBT POLY SKID #3 VALVE PARTS	\$443.72	\$443.72

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Check No.	Date	Invoice No.	Vendor	Description	Invoice Amt	Check Amt
153042	1/23/2014	71927127	XEROX CORPORATION	MTHLY MAINTENANCE BASED ON USE	\$13.33	\$438.01
	1/23/2014	71927128		MTHLY MAINTENANCE BASED ON USE	\$15.33	
	1/23/2014	71927130		MTHLY MAINTENANCE BASED ON USE	\$147.92	
	1/23/2014	71927126		MTHLY MAINTENANCE BASED ON USE	\$261.43	
153040	1/23/2014	8056268045	VWR INTERNATIONAL LLC	2 PKS VIAL COD DIGESTION HR	\$407.80	\$407.80
153056	1/30/2014	4468027	CORT	JAN 2014 FURNITURE RENTAL - DEPUTY GM OFFICE	\$343.50	\$343.50
153031	1/23/2014	20140103	SWRCB - CERTIFICATIONS	GRADE IV OP CERT - BRENNER	\$340.00	\$340.00
153007	1/23/2014	600977072	HILLYARD/SAN FRANCISCO	4 QTS GERMICIDAL BOWL CLEANER	\$18.53	\$319.91
	1/23/2014	600977073		JANITORIAL SUPPLIES	\$301.38	
153027	1/23/2014	901535667	SIEMENS WATER TECHNOLOGIES LLC	DI WATER SYSTEM	\$315.00	\$315.00
153068	1/30/2014	13401	HAYWARD PIPE AND SUPPLY	84 FT PIPE & 2 EA FAB 1-1/2" S40 CS PBE	\$303.02	\$303.02
153061	1/30/2014	20140123	MICHAEL GILL	EXP REIMB: SOFTWARE TRNG - 1/12 - 1/18/14	\$298.18	\$298.18
153084	1/30/2014	2351183001	S & S SUPPLIES & SOLUTIONS	6 DEFENDER+ FOLDBACK FACESHIELDS	\$90.86	\$272.19
	1/30/2014	2351183002		48 PRS G-TEX MAXIFLEX II GLOVES	\$181.33	
153062	1/30/2014	1173400703	GLACIER ICE COMPANY INC	42 7-LB BAGS OF ICE	\$53.76	\$245.76
	1/30/2014	1173400704		150 7-LB BAGS OF ICE	\$192.00	
153078	1/30/2014	20140128	MICHELLE POWELL	TUITION REIMB - FALL QTR 2013	\$244.01	\$244.01
153091	1/30/2014	20140124	TIMOTHY TEALE	EXP REIMB: NACE COATING INSPECTOR LEVEL	\$242.48	\$242.48
153083	1/30/2014	20140123	ADRIANNE ROLETTO	EXP REIMB: FOOD FOR IPACS TRAINING	\$215.04	\$215.04

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Check No.	Date	Invoice No.	Vendor	Description	Invoice Amt	Check Amt
153060	1/30/2014	116520179	FREMONT URGENT CARE CENTER	4 DOT PHYSICALS	\$212.00	\$212.00
153085	1/30/2014	85340220140123	SAN FRANCISCO WATER DEPT	SERVICE 12/18/13 TO 01/21/14	\$208.31	\$208.31
153020	1/23/2014	20140116	PIPE USERS GROUP	ANNUAL SEMINAR: CHAU & ELLIOTT	\$200.00	\$200.00
152985	1/23/2014	16469900	BECK'S SHOES	SAFETY SHOES - J. ARROYO	\$185.00	\$185.00
153049	1/30/2014	16485000	BECK'S SHOES	SAFETY SHOES: R. PIPKIN	\$180.64	\$180.64
153050	1/30/2014	10071290C	BLAISDELL'S	CREDIT ASTD OFFICE SUPPLIES	\$-24.05	\$155.07
	1/30/2014	10078200		1 COAT HOOK	\$6.34	
	1/30/2014	10074500		1 BLK TONER	\$172.78	
152995	1/23/2014	20140116	CWEA-NRTC	MEMBERSHIP RENEWAL: J. SEO	\$148.00	\$148.00
153071	1/30/2014	274385057	IDEXX DISTRIBUTION INC	1 PACK IDEXX COLIFORM VESSELS	\$143.02	\$143.02
152992	1/23/2014	20140109	PETE CHAPARRO	EXP REIMB: JACKET FOR TRAINING IN WISCONSIN	\$140.53	\$140.53
153065	1/30/2014	20140123	TOM HANDLEY	EXP REIMB: IPAD & ACCESSORIES PER POLICY 2165	\$131.87	\$131.87
153087	1/30/2014	810349541	SHARP BUSINESS SYSTEMS	MTHLY MAINTENANCE BASED ON USE	\$115.71	\$115.71
153070	1/30/2014	5434366	HOSE & FITTINGS ETC	ASTD PARTS & MATERIALS	\$43.51	\$105.41
	1/30/2014	5435442		16 FEET OF HOSE	\$61.90	
153028	1/23/2014	20140122.1	JENNIFER SIO-KWOK	EXP REIMB: LUNCH PURCHASING POLICY	\$52.45	\$76.82
	1/23/2014	20140122.2		EXP REIMB: SODA & CHIPS FOR TRAINING &	\$24.37	
153025	1/23/2014	20140121	LOUIS RIVERA III	EXP REIMB: MILEAGE FOR CALL OUT	\$74.56	\$74.56
153069	1/30/2014	600986729	HILLYARD/SAN FRANCISCO	8 QTS GERMICIDAL BOWL CLEANER	\$37.07	\$37.07

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153013	1/23/2014	77703544	MATHESON TRI-GAS INC	CYLINDER RENTAL -DEC 2013	\$33.84	\$33.84
153037	1/23/2014	9853523.0	UPS - UNITED PARCEL SERVICE	SHIPPING CHARGES W/E 12/28/13	\$17.18	\$17.18
153001	1/23/2014	118925	FASTENAL	ASTD PARTS & MATERIALS	\$13.16	\$13.16
153023	1/23/2014	530774	PUBLIC SURPLUS AUCTION	SURPLUS SALE FEE: METAL BOOKSHELF	\$0.70	\$0.70

Invoices:

Credit Memos :	3	-240.89
\$0 - \$1,000 :	115	38,827.66
\$1,000 - \$10,000 :	51	158,769.15
\$10,000 - \$100,000 :	11	326,655.68
Over \$100,000 :	2	401,463.31
Total:	182	923,474.91

Checks:

\$0 - \$1,000 :	70	30,432.78
\$1,000 - \$10,000 :	42	151,772.64
\$10,000 - \$100,000 :	8	298,938.42
Over \$100,000 :	2	442,331.07
Total:	122	923,474.91



Directors
Manny Fernandez
Tom Handley
Pat Kite
Anjali Lathi
Jennifer Toy

Officers
Richard Currie
*General Manager/
District Engineer*

David M. O'Hara
Attorney

DATE:

MEMO TO: Board of Directors - Union Sanitary District

FROM: Richard Currie, General Manager
Mike Marzano, Environmental Safety and Health Program Manager
Donna Wies, Quality Program Coordinator

SUBJECT: Agenda Item No. 10b - Meeting of February 10, 2014
Information Item: **2013 Employee Safety Survey**

Recommendation

Information Only.

Background

One element of the District's Safety Strategy is to periodically conduct a survey of employees to assess attitudes and understanding of the District's safety program. This is part of the Safety Scorecard objective of creating a positive safety culture. The survey is used to measure improvement over time in the District's safety culture. Our first survey was conducted in December 2003 and has been repeated every 1-1/2 to 2 years.

During November 2013, employees were again asked to complete a survey regarding safety practices at the District. Of the 134 employees, 118 employees participated in the survey. For each statement, employees may respond: always, usually, sometimes, rarely, never, or I don't know. The USD scorecard measures the number of "positive" responses, which is defined to include "always" and "usually"

The average percentage of positive responses for the 2013 survey was 83.4%, up from 81% in 2011 and 57.5% in 2003 (see graph) these results corroborate the continuing improvement in the District's safety program.

In 2013, the employees gave the highest positive responses to the following survey statements:

- Equipment repaired to prevent and correct unsafe conditions: **93%**
- There are adequate equipment, tools and materials to do my work in a safe manner: **93%**

Statements with the lowest percentage of positive responses were :

- Employees report near-accidents: **54%**, up 10% from last survey
- The role of Safety Star Point is beneficial to my team: **60%**
- The coach's work/safety observations are valuable: **62%**

The following statements had the largest changes in score:

- There are positive consequences (feedback, recognition, reward) for working in a safe manner. **75%**, up 28% from last survey (up 11% from 6/09)
- Achievable goals and objectives are set for safety. **91%**, up 10% from last survey

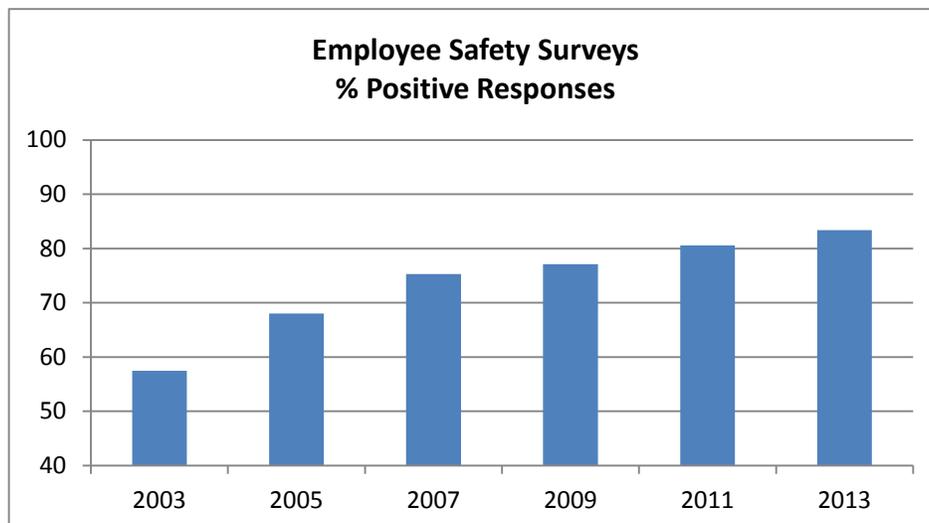
Statements with the greatest decrease in positive responses were:

- My Coach periodically observes my work and give feedback on safe or at-risk behavior. **80%**, down 9% from 2011, but up 30% from 2009.
- The facilities, equipment and work stations in my area are designed with safety in mind. **74%**, down 7% for 2011.

The District-wide survey results were reviewed by Management and the Safety Committee. The Safety Committee will be discussing specific results and identifying opportunities for improvement. Workgroup specific results will also be reviewed by the teams.

The following items are attached for additional information/discussion

- Question by question summary of responses, sorted from most to least positive
- Responses to open-ended questions



2013 Employee Safety Survey Results

Question	%+
25. There are adequate equipment, tools and materials to do my work in a safe manner	93.1
26. Equipment is repaired to prevent and correct unsafe conditions	93.1
30. Employees are trained in the safety procedures they need to do their jobs	92.4
07. Employees use proper equipment, tools, materials and gear	92.1
19. Employees work together to address and solve safety problems	91.5
01. Achievable goals and objectives are set for safety	91.4
17. My coach models the safe behavior and attitude expected of their staff	91.3
28. Management take action to deal with employees' safety needs, concerns, and problems	91.3
04. Employees know the applicable safety procedures	90.6
06. Employees recognize safety hazards and problems	90.6
05. Employees follow safety procedures	90.5
09. Hazardous conditions are promptly corrected	89.8
27. My job sites are kept clear of trash, debris and "left-over" job materials	89.7
02. There is adequate two-way communication between employees and management	89.6
08. Management's expectations for safety are adequately communicated to employees	89.6
11. Enough people are assigned to tasks to do the work safely	89.0
18. Employees stop work if an unsafe situation is recognized	88.1
12. My WG manager models the safe behavior and attitude expected of their staff	87.8
16. Employees encourage other employees to follow safety procedures	87.3
29. Safety procedures are developed for my work where needed	86.3
23. Identified safety problems are corrected	85.4
31. Where needed, follow-up or refresher training is provided	82.9
32. Adequate time is allowed for safety training	82.9
20. My Coach periodically observes my work and give feedback on safe or at-risk behavior	80.0
33. The Safety Program Manager provides information & assistance that is beneficial to my team	76.1
03. There are positive consequences for working in a safe manner	75.0
10. Employees report accidents	74.5
24. The facilities, equipment and work stations designed with safety in mind	74.2
22. Safety problems are properly investigated	72.6
14. Safety Star Points have adequate time to perform their duties	69.2
21. The coach's work/safety observations are valuable	62.1
13. The role of Safety Star Point is beneficial to my team	60.2
15. Employees report near-accidents (near-misses)	53.4
Average	83.4

Open-Ended Questions:

The most effective parts of the District safety program are:

- Training; having proper tools and safety equipment
- It was recognition...
- Anything that promotes conversation
- SOPs, equipment training
- Hands-on training
- Safety Strategy, Recognition
- Communication
- PPE availability
- What safety program?
- Safety Committee, procedures & training
- The employees
- Development of LOTO SOPs
- Morning meetings
- Ability to have Safety Mgr visit worksite and give input
- Awareness
- The fact we've made safety a primary factor in everything we do. We are reminded everyday that we want everybody to be safe and avoid injury so we can go home healthy and able to do the things we enjoy.
- Everyone talks about safety and it's becoming part of any discussion when there is work involving our staff and/or contractors at our sites.
- The attention everyone is paying to the safety program.
- Lockout tagout procedures and safety reminders.
- training, safety blogs, CIP following up with contractors leaving materials around, safety discussions with management and our safety star points
- Safety being everybody's job, safety as an agenda item at every team meeting
- Tracking info, sharing feedback, someone dedicated to followup
- Awareness and regular discussion
- Management support and monitoring.
- Field safety observations by coaches
- The high priority placed on Safety by the GM/ET
- Training, procedures, and committee.
- Executive team emphasis on safety as the top priority over all other concerns,
- Heightened awareness and training
- Regular safety meetings with open discussion of problems
- Watch each others' backs- accidents hurt
- Addressing concerns prior to accidents
- The program serves to reinforce the importance safety at the District
- Training that is tailored to our work at USD. Having an approachable Safety Program Manager.
- The ability to bring a concern and have it be evaluated and addressed accordingly.
- I have so much PPE!
- Review & refresh safety policies and procedures

- The Top Health newsletter and some of the team safety topics are useful.
- You are acknowledged for your safety
- Training
- Safety Strategy and counter
- Training
- The safety program
- Team safety strategies
- Visits to other agencies
- Pre-job briefings, post job debriefings"
- Supervisor's safety observations/inspections, Safety Blog, Safety Awareness and Recognition Program
- Emphasis about safety, new slogan, the electronic boards
- Always having any safety equipment available in the warehouse"
- Coach's safety observation and Team's Safety Strategy - I find constant safety reminders to be effective.
- Monthly Safety meetings, SIT inspections, and Safety strategy discussions.
- Safety topics; emphasis on safety; EHSPM involvement/passion
- The Ergo evaluations, quarterly safety strategies, sharing information from the Safety meeting.
- Team Safety Strategy
- Refresher training (fall protection, confined space entry, etc.)"
- Incentives
- Training and awareness.
- Training and follow-up to unsafe conditions
- Training specific to our job site.
- Clear expectations/measures and good accountability and recognition.
- Mike Marzano and the raised safety awareness across the entire District.
- Constant refreshers we have at weekly team meetings
- Mike's interaction with employees, safety committee

What could we do to improve the District safety program?

- Increase your standards- 90 days without an accident is no big deal. No one should get hurt ever.
- Let groups recognize for safety as they see fit with no worries about public perception.
- Revisit frequently; don't let it stagnate.
- Keep mgmt in the office
- "Mgmt does not take the safety program seriously until something happens. They care, but are very disconnected when it comes to what we actually do.
- Mgmt tells us not to get hurt, but doesn't always know how to communicate expectations correctly and clearly.
- We need to change the terrible safety culture we have."
- Individual recognition
- Remain diligent, refuse compromise
- Relationship is fractured; no trust
- Mgmt needs to model safety also.

- Increase individual recognition for safety
- Have groups meet together
- Work safety into the design process
- Management more aware of the day to day operations
- Always follow-up
- Come up with a good recognition program
- More tailgate sessions including Coaches
- Interpretation of the confined space requirements for ventilation, attendants, fall protection, tethered/untethered entry, etc. seem to differ from person to person in some cases. I think it would be good to have a regularly scheduled safety tailgate that jumps to each building/location in the plant and review exactly what is required to make entry into different locations so that everybody knows exactly what is required.
- There sometimes is some grandstanding with employees playing "gotcha." Instead of going directly to the project managers or our on-site construction management team, some staff prefer to air complaints or report safety concerns in a public setting, either to make a "statement" or to make CIP or management look bad. If employees truly want to address safety issues, they should immediately contact the project manager (or the CIP Coach) so that action can be taken quickly.
- More recognition of Individual Achievements, Good catches on avoiding unsafe situation, looking out for each other. Some kind of Attaboy - maybe on the safety blog?
- Some jobs either need more time to prep or more staff, emails should be sent out when safety corrections have been made, sometimes contractors create debris that should be cleaned up sooner than they are (when reported to CIP the issues are resolved)
- Continue to acknowledge and reward employees for working safely
- Review the field checking practice.
- Provide more incentives and education for working safe.
- Require management to model safety processes and procedures. At times in the field, they do not wear PPE or follow prescribed procedures.
- Live map of all district construction projects in progress and the potential hazards at each site
- Continue to look for ways to keep up the heightened awareness and all needed and required training is provided
- I believe it trivializes true safety issues when the safety manager gets involved in items like "the hand washing incident"
- Safety discussions with teams that have related safety concerns or issues
- Learn from mistakes; don't discipline
- It's very good already
- Continue to reinforce and develop the safety culture.
- I think we just need to continue to have district actions demonstrate that safety is ALL of our concern foremost. It is working and will continue as long as we keep working at it.
- I am not sure I am the best person to ask about that. I work in one of the lower risk positions and have not been here that long.
- Bring back the wellness component, even if it is only monthly tips or links to fitness information.

- make it where those who actually are actively put in dangerous situation get rewarded more than those who are rarely in those situation. the system should not be uniform throughout since job duties are not uniform.
- Monitor contractors more closely- they create unsafe conditions for Operations
- provide training to contractors to help make our workplace safer
- I think some sort of a bi-annual district wide meeting about safety would be nice. Recognize teams, individuals, departments for their safety accomplishments during the past six months.
- Not a suggestion, but accidents happen because people become complacent or are never exposed to the actual dangers of not working in a safe manner
- Use outside resources to provide training, people who have the experience and knowledge of the topic.
- As far as my workgroup and observations go, I think it is fine the way it is.
- Keep doing what we are doing. I think the program is very effective as evident by the number of calendar days without a lost time accident.
- Better incentives
- More individual and team rewards for accident-free streaks.
- The safety Bucks were cool.
- More signage in regards to unsafe conditions
- Quick overlap training of team specific trainings that they are exposed to that leaves other departments at risk.
- Keep on doing what we are doing. Don't get too distracted by safety recognition taskforce issues.
- Keep doing what you have been doing for the past 5 years.
- Make sure everyone makes safety their number one priority
- Focus safety recognition program on recognition, not monetary rewards.

Other comments:

- I have always felt that our Safety Officer does an excellent job. When asked for his opinion, he is very cooperative.
- USD Program works very well for my team
- Thank you for giving us the opportunity to provide input to the program
- Field checking is an unsafe job. It is being directed to drive while distracted.
- Safety Starts With you.
- Is the Safety Mgr trained and certified to do training and refresher training? Some employees do not report near-misses because they are afraid of discipline
- It would be nice to have the more standard pull-out keyboard trays instead of the desk cut-outs. The metal arms on the bottom are a little hazardous to the knees.
- "The District should participate in the annual Great Shakeout Drill for earthquake safety. It does not take long to practice "drop, cover, hold on".
- Remove safety from the unclassified evaluation since it is an opportunity to deduct points if there are no opportunities for administrative staff to demonstrate safety other than not having accidents."
- The new washer compactor was definitely NOT designed with worker safety in mind- physical or ergonomically speaking.

- Our safety program has come a long way and our accidents and injuries have been significantly reduced. It's good to see employees thinking more about safety and being willing to help each other out.
- Some of the first 32 questions could be answered better if the standard selection from always to don't know was not used. There also should be a does not apply box to select.
- Keep up the good work.
- The Safety Program is making a positive difference at USD. Keep up the good work.
- Does mgmt really want to know what we think? We were given only 10 minutes to complete this survey. I do not want to have to defend or argue my comments in this survey later when we receive feedback on it.

Union Sanitary District
Table 1 - Solar Facilities Operational Data

Facility	System Rating (kW)	Energy Generated This Period (kWh)	Total Energy Generated To Date (kWh)	Value of Energy Generated To Date (\$)	Rebates or grants received To Date (\$)	Total Received or Generated (\$)	Construction Cost (\$)	Simple Payback To Date (%)	Comments
Alvarado WWTP Solar Carport	125.0	127,200	662,152	103,528	126,603	230,131	884,000	26.0%	System began operation in September 2011. Values are current through December 31, 2013.
Irvington Pump Station	408	547,217	1,742,097	491,025	225,854	716,879	2,850,000	25.2%	System began operation in April 2012. Values are current through January 5, 2014.

kW = kilowatt

kWh = kilowatt-hour

System Rating is based on the number of panels, the rating of each panel, and the inverter efficiency.



Directors
Manny Fernandez
Tom Handley
Pat Kite
Anjali Lathi
Jennifer Toy

Officers
Richard B. Currie
*General Manager/
District Engineer*

David M. O'Hara
Attorney

DATE: February 3, 2014

MEMO TO: Board of Directors - Union Sanitary District

FROM: Richard B. Currie, General Manager/District Engineer
Sami Ghossain, Manager of Technical Services
Raymond Chau, CIP Coach
Curtis Bosick, Associate Engineer

SUBJECT: Agenda Item No. 10c. – Meeting of February 10, 2014
Information Item: Solar Facilities Operational Update

Recommendation

Staff will provide the Board an operational update of the solar facilities at the District.

Alvarado Wastewater Treatment Plant

The District completed construction of the Solar Carport facility located at the Alvarado Wastewater Treatment Plant at a cost of \$884,000 and began operation in September 2011. The system consists of 637 solar panels and is rated at 125 kilowatt (kW). The system rating is based on the California Energy Commission's calculation that takes into account the number of panels, the rating of each panel and the inverter efficiency.

The District applied for the California Solar Initiative (CSI) incentive that would rebate \$0.2568 per kilowatt-hour (kWh) of power generated by the system for a period of five years. PG&E, the administrator of the CSI program, approved an incentive amount up to \$252,850.

Through December 31, 2013, the Solar Carport facility has generated a total of 662,152 kWh of power, which equates to \$103,528 in energy savings at the Plant. Additionally, the District has received \$126,603 of CSI incentive rebate from PG&E. The total benefit of the Solar Carport is \$230,131, which represents 26.0% of simple payback for the initial construction cost of the facility.

Irvington Pump Station

The District completed construction of the solar facility located at the Irvington Pump Station at a cost of \$2.85 million and began operation in April 2012. The system consists of 1,680 solar panels and is rated at 408 kW.

The District applied for the CSI incentive that would rebate \$0.15 per kWh of power generated by the system for a period of five years. PG&E approved an incentive amount up to \$623,370.

Through January 5, 2014, the solar facility has generated a total of 1,742,097 kWh of power, which equates to \$491,025 in energy savings at the Irvington Pump Station. Additionally, the District has received \$225,854 of CSI incentive rebate from PG&E. The total benefit of the solar facility is \$716,879, which represents 25.2% of simple payback for the initial construction cost of the facility.

Staff will provide the Board an update of the solar facilities on a semi-annual basis. When the new Cogeneration System becomes operational in 2014, staff will include related operational information in subsequent updates to the Board.

The attached Table 1 summarizes the operational data that was discussed in this update.

RBC/SG/RC/CB;ks

Attachment – Table 1

Newark resident wins “Free Sewer Service For A Year” contest

SUBMITTED BY MICHELLE POWELL

Sometimes a little light reading leads to unexpected benefits. For Newark resident Binh Dao, reading Union Sanitary District's (USD) “Customer Focus” newsletter led to him winning the District's “Win Free Sewer Service For A Year” contest, and a rebate in his holiday mail.

The contest was a feature in the eighth annual issue of USD's “Customer Focus” newsletter, which was delivered to all residents and businesses in the Tri-City area in October 2013. The newsletter is published to inform the District's customers about the utility and the services it provides. It can be read online on USD's “Links and Glossary” page at www.unionsanitary.ca.gov.

The most recent issue explained the journey of treated wastewater after it leaves the District's plant in Union City, and highlighted the thousands of tests performed in its state-certified laboratory to ensure that USD's treated effluent is clean enough to be released to the San Francisco Bay. Additional articles explained the responsibilities of USD's Board of Directors and the District's role as a steward of public assets and protector of public health. Newsletter readers were encouraged to visit USD's website and complete an online survey that entered them into the contest. A computer program randomly chose Dao's entry number as the winner.

Dao, who works as an electronics technician at Themis Computer in Fremont, enjoyed learning about USD's treatment processes. “Wastewater treatment is real science; I didn't know much about it before reading the newsletter,” he commented. He was pleased to discover that USD offers tours of its Alvarado Treatment Plant in Union City, and plans to visit soon to learn more about the District.

Dao and his wife, Ngo Kimanh, have lived in Newark for about ten years. They received a check to offset the residential sewer service charge of \$337.76 that was billed along with their property tax this year. Dao confessed that he “already had the winnings spent” on holiday shopping and home improvement projects. For more information, visit www.unionsanitary.ca.gov.



Castro Valley: Sanitary district board members consider dropping free health benefits

By Rebecca Parr The Daily Review Contra Costa Times
Posted:

ContraCostaTimes.com

CASTRO VALLEY -- Free health care benefits, a perk that came with serving on the sanitary district board, may soon be a thing of the past.

"There are no current board members that are taking the health care. That's why I thought the timing was right to discuss it," said Roland Williams, Castro Valley Sanitary District general manager. "The board is willing to take up that discussion and make that change," he said.

Whether it drops the benefit or not, the district would continue paying about \$26,000 a year in health insurance premiums for four retired board members and two widows of former members.

Williams said the board's decision was not a reaction to recent articles in this newspaper reporting that at least 69 members of special district boards in the region collected salaries and benefits in excess of \$20,000 annually. Sanitary district board member Timothy McGowan said he first proposed eliminating the benefit a few years ago, but the directors decided not to because one director was receiving the free health insurance.

"We felt it could be perceived as an attack on that board member," McGowan said. "Now's the time to have that discussion, when you're not asking anybody to give anything up."

The district board also is considering raising the per-meeting compensation for members from \$176.34 to \$200, a 13.4 percent increase. The board, which meets once or twice a month, has not increased the per-meeting pay for several years.

"We're trying to find the right balance of fair benefits," McGowan said. "You want compensation high enough to recruit qualified candidates."

Although board members favor eliminating the free health benefits, they want to learn if a member can purchase health insurance through the district, McGowan said. The district is checking with the state Public Employees' Retirement System, CalPERS, to see what's allowed, Williams said.

The district will continue to pay health insurance benefits to the retired board members and their survivors, he said. All of those directors served on the sanitary district board before 1995, when the state banned the retiree benefit for special district directors elected after 1996.

Contact Rebecca Parr at 510-293-2473. Follow her at [Twitter.com/rdparr1](https://twitter.com/rdparr1).

Fremont's Connolly, Chapel shopping centers may give way to housing

By Chris De Benedetti The Argus Contra Costa Times

Posted:

ContraCostaTimes.com

FREMONT -- Two Irvington district shopping centers soon might be bulldozed to make way for 92 homes, reflecting the city's vision for the future but angering the strip malls' loyal customers.

The City Council on Tuesday will consider a plan to demolish the Connolly Shopping Center and the Chapel Business Center, adjacent properties on 3.7 acres at Fremont Boulevard and Chapel Way. Warrington Residential, a San Ramon developer, plans to put up a dozen buildings, standing as high as four stories, with 44 townhomes, 38 condos and 10 work-live units.

The plan, approved by the city Planning Commission, matches Fremont's goals of rezoning under performing retail centers and "strategically pruning some retail sites because of how much commercial space Fremont already has," said Joel Pullen, a city planner.

A retail study by Warrington's consultants says that because the 59-year-old Connolly Center is small, needs renovation and has tenants with low rents for short terms, it is a "poorly performing center ... ripe for conversion to a different use such as multi-family housing."

But some in the community disagree, and about 25 residents have sent emails and letters to city leaders, asking them to reject the developer's plans. That would save about a dozen businesses and several organizations, including an American Cancer Society branch.

"As a small-business owner ... I am appalled at the fact that Fremont wants to replace family businesses with townhomes," Mary Riddle wrote last month in an email city planners. "These are Fremont businesses that have been a part of Fremont as long as I can remember."

Others reject the idea that those shopping areas are underperforming.

"Closing the two centers will damage that entire business community," Fremont resident Alice Cavette said in an email. "Bob's Giant Burgers, in particular ... is still going strong after 52 years with many longtime employees and customers."

Joe Sordi, a Warrington representative, said that if all goes well in the project's planning, construction could start by summer of next year and finish by 2018.

The developer has a deal to buy the Connolly Center on the condition that Fremont approve the rezoning.

"We would need to get a firm indication from the city," Sordi said. "Tuesday night is pretty important."

WEST COUNTY WASTEWATER DISTRICT BOARD

Directors were given secret report

PR expert dictated members' response to racist remarks

By Thomas Peele
tpeele@bayareanewsgroup.com

RICHMOND — It seemed like a political no-brainer when the elected directors of an East Bay sewer agency demanded one of their members resign after his racially offensive comments in a newspaper interview left critics comparing him to iconic TV bigot Archie Bunker.

But documents and emails obtained by this newspaper now reveal the outraged West County Wastewater District board members were actually reading from a script. Not only did they keep secret a "crisis communications strategy" on how to deal with longtime board member Leonard Battaglia, they also stuck taxpayers with a \$1,200 bill for the advice from a professional.

As community members grew furious in late October over Battaglia's racial remarks in an interview with this newspaper, a Piedmont public relations consultant

reached out to the district to pitch her services, documents reveal.

"This is perfect for me," consultant Kim Kellogg wrote to the district's general manager, E.J. Shalaby, in an Oct. 25 email. Shalaby agreed to hire Kellogg — who had previously worked on a district marketing campaign — at a rate of \$120 an hour, writing that she should include "a key message (that) should be useful for board members."

"I didn't have the practical expertise in public relations," Shalaby said in an interview.

Kellogg produced a six-page report that misidentified Battaglia as the "board chairman" and concluded that he "cannot continue to represent the diverse population of Richmond." She suggested district employees might file a "nuisance lawsuit" alleging that Battaglia had discriminated against them in personnel decisions.

In a separate email to Shalaby, she called Battaglia's comments a "derailment issue" and warned that they could "start snowballing among activists and minority groups" and "could

be picked up nationally and used in other stories about race, and ethnic division in America today."

In the report, she said, "in essence, he should be fired." But the board quickly discovered it could only demand his resignation, not actually remove him from office.

Three months later, Battaglia has refused to resign, and the agency is struggling to explain what amounted to a tongue-lashing that cost taxpayers \$1,200.

Richmond Mayor Gayle McLaughlin, called that expense "ridiculous." Battaglia's remarks were so offensive that the directors should have been able to speak from their hearts, she said. "If someone can't stand up based on their own ethics and principles and renounce the injustice of what he said, then they are lacking."

What's more, government watchdogs say the PR strategy may have violated the state's public meetings laws because Kellogg's report was never discussed publicly.

For decades, Battaglia, 85, and his fellow board members largely avoided

public scrutiny while sitting on a sewer board that serves a diverse section of Contra Costa County, including Richmond and San Pablo. Then, last fall, Battaglia caused an uproar with his bizarre remarks that blacks naturally "think slow" and the use of a slur to describe Asians when this newspaper revealed his pay and benefits equaled \$592 an hour for his part-time service in 2012.

City Council members in both Richmond and San Pablo quickly condemned Battaglia, who eventually apologized for the tempest he caused. Members of those bodies didn't seek public relations advice, officials in both cities said. But sewer board President Alfred Granzella was reading from Kellogg's prepared statement when he publicly rebuked his colleague on Nov. 5, Shalaby said.

"We have a long-standing reputation for dedication to community service and building partnerships with citizens and diverse organizations in our geographic region, and we cannot let this incident tarnish that," Granzella said, holding a piece of

paper in front of him. Directors didn't wait for a public meeting — as required by the state open meetings law — to decide what to do, Granzella said in an interview.

"I wanted him gone," Granzella said. Directors and district staff members "had a discussion about it, what had happened, and the decision was made" before the Nov. 5 meeting to demand Battaglia's resignation, he said. Granzella declined to describe that conversation in detail or identify participants by name.

District records show the board held one meeting to discuss financial matters between publication of Battaglia's comments and Nov. 5 and that no formal discussion of how to deal with the Battaglia matter occurred.

Kellogg's report was never mentioned by directors or included in the ream of documents that accompanied the public meeting's agenda.

All discussions over something as drastic as voting to demand a fellow board member step down should have taken place in public,

said Terry Francke, general counsel of the watchdog group Californians Aware. "I mean that's governmental capital punishment," Francke said of calling for someone to leave office.

Jim Ewert of the California Newspaper Publishers Association agreed, calling Granzella's admission of a pre-made decision "a textbook example of what the Brown Act was created to prevent, the backroom dealings that small government agencies engage in all the time."

Battaglia, a Korean War fighter pilot whose last name means "battle" in Italian, remains defiant. He said he hasn't decided whether to run for a tenth term in November.

But he also said he is being frozen out by his colleagues and never knew they received help in how to react to him.

Kellogg's secret report "is news to me," he said. "I have no idea what you are talking about, I am in la-la land (at the district). They don't tell me what's going on."

Follow Thomas Peele at
Twitter.com/thomas_peele.

Water District launches program to help low income users

SUBMITTED BY ACWD

Alameda County Water District (ACWD) has launched a new water conservation program that is geared toward low income single-family homeowners to promote water savings while also helping these homeowners save money on their water bills.

The District's new program, the Water Savings Assistance Program, will provide income-qualified single-family homeowners with a water use efficiency survey to help identify water saving opportunities, a leak check and fix for common toilet leaks and, based on the flow rates of the existing water using fixtures, free water efficient toilets, faucet aerators, and showerheads, installed at no cost to the homeowner. All in-home services will be provided by a licensed plumbing contractor.

"ACWD has numerous water conservation programs available for our customers but we found that many of these programs are not fully utilized by the District's low income homeowners due to cost limitations and other barriers," said ACWD Water Conservation Supervisor Stephanie Nevins. "The Water Savings Assistance Program intends to address these barriers by providing a full service water conservation program to help these customers save water."

As an incentive, low income homeowners who participate in this program will also receive a one-time \$50 credit on their water bill. Program participants must meet certain income and household size requirements, as well as comply with the Program's Terms and Conditions.

"Given the ongoing dry conditions we appreciate the conservation efforts of our customers and the District is pleased to offer a new program that makes implementation of water conservation measures more accessible to our low income homeowner customers," said ACWD Board President Paul Sethy.

The Program will run until June 30, 2014 or until funds are depleted. Funding is limited and applications will be accepted on a first-come, first-served basis. Interested customers should visit: www.acwd.org/wsaprogram to learn more and to see if they qualify, or they can call 510-668-4207 or email Stephanie.nevins@acwd.com.

The Argus

FRIDAY, JANUARY 17, 2014

The Globe mall is revived for Fremont

By George Avalos

gavalos@bayareanewsgroup.com

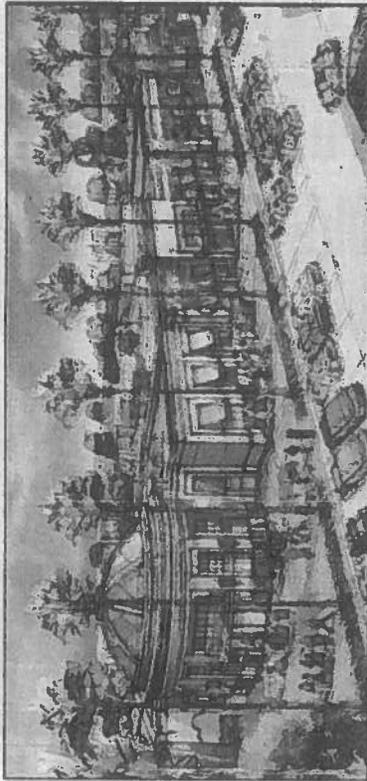
FREMONT — A stalled \$200 million retail mall here is being revived by a development group that wants to turn the retail, restaurant and high-rise hotel complex into a shopping and dining magnet for the Bay Area, the realty firm handling the Asian- and European-themed project said Thursday.

The Globe mall in Fremont will eventually total 450,000 square feet of shops, restaurants and cultural spaces, plus a 12-story, 248-room hotel that will have views of San Francisco Bay and be visible from Interstate 880. The mall will consist of a series of "villages," each a building incorporating themes associated with a certain part of Asia or Europe.

"We believe The Globe can be the next shopping destination for the Bay Area," said Wai Zin, a marketing and sales executive with Oregon-based American Pacific International Capital, or APIC, the owner of the mall. "Fremont is a great location for this kind of center."

Fremont city officials estimate that 50 percent of the population of Fremont is Asian. About 25 percent has ethnic origins in East Asia, including China and nearby nations. Another 25 percent is South Asian, including origins in India and Pakistan.

"The Globe is a bold vision, and

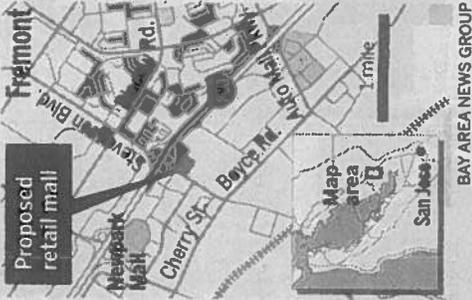


AMERICAN PACIFIC INTERNATIONAL CAPITAL

Conceptual renderings show plans for The Globe, an Asian, European and international-themed retail mall in Fremont.

it's very exciting that this project is getting back on track," said Kelly Kline, Fremont's economic development director. "This is a key location for the city."

Located near the intersection of Interstate 880 and Stevenson Boulevard, The Globe began construction several years ago, but the Great Recession and financing woes brought construction to a halt in 2007 with only 70,000 square feet of the mall completed. The center languished



BAY AREA NEWS GROUP

"Interest from tenants has really picked up," Nguyen said. "We are seeing a lot of energy picking up in response to our leasing efforts. More people are coming to our doors asking to become tenants."

The existing first phase is known as Siam Village. The next retail cluster will be Pacifica, which will total 22,000 square feet and should be complete sometime this summer, Nguyen said. A final date for completion of the entire center and the hotel isn't set yet.

Future phases will be known as Sino Village; JK Town, which stands for Japan Korea town; Europa, Indus and The Heart. Besides the shopping and dining activities, the center is also expected to feature cultural events with Asian and European themes.

At present, the only tenants are some furniture stores that are on month-to-month leases. "Our landmark structure for The Globe will be a hotel that will be the tallest building in Fremont," Nguyen said.

The Globe has a decent chance of success, said Josh Gispan, a broker with Meacham Oppenheimer, a commercial realty brokerage in San Jose that specializes in retail projects.

"This project can be a home run," Gispan said. "It's a little bit off the beaten path, but if you hit at the right economic cycle, you can be very successful with this."

for years, bogged down by litigation, foreclosure proceedings and virtually no tenants.

Now the new owners are ready to pour \$200 million into the completion of the shopping center and the development of the hotel, including the purchase and construction costs, said Joseph Nguyen, a marketing and sales manager with APIC, which taps the capital markets in Asia and the United States to finance the projects in which it invests.

State to halt water deliveries

S.F. at forefront: As usage falls, city remains state's conservation leader

By Marisa Lagos

California declared a drought only two weeks ago, but in San Francisco water conservation efforts have been under way for decades — with significant results.

That means the best way San Franciscans can heed this week's call by the city's water agency, the Public Utilities Commission, to cut water use

voluntarily by 10 percent is to take advantage of existing programs and be just a little more mindful than usual. Already, San Francisco residents use the least amount of water per day compared with the rest of the state — 49 gallons on average as opposed to 100 statewide.

"A lot of it is behavioral things — get to know your water use first, then adjust simple things," *San Francisco continues on A8*



Lacy Atkins / The Chronicle

Drip by drip, California is falling deeper into drought.

SFGate.com

▶ For more drought coverage, go to www.sfgate.com/drought.

Drought: Napa County, 15 cities face cutoff — more limits likely

By Melody Gutierrez and Jill Tucker

SACRAMENTO — As drought conditions worsen, California is taking the unprecedented step of cutting off water to contractors that serve 25 million people and 750,000 acres of farmland.

As a result, Californians who have not yet felt the effects of what could be the state's worst

drought in modern history may soon begin to experience the pain. Across the state, more cities are expected to begin implementing mandatory restrictions on water use.

"Today's action is a stark reminder that California's drought is real," Gov. Jerry Brown said Friday. "We're taking every possible step to prepare the state for the con-

Drought continues on A8

State moves to halt deliveries of water

Drought from page A1

tinuing dry conditions we face.”

The California Department of Water Resources announced Friday that if dry conditions continue, water agencies will not receive any water from the State Water Project, a system that serves two-thirds of California’s population using reservoirs, aqueducts, power plants and pumping plants. Water is sent to 29 water suppliers throughout the state, including four in the Bay Area, which then provide the water to agencies serving homes and farms.

San Francisco, the Peninsula and other parts of the Bay Area would not be directly affected by the water cutoff because they get water from other sources, such as Hetch Hetchy. But as water becomes scarce, less fortunate agencies may turn to healthier ones for assistance.

Department Director Mark Cowin said at a news conference that if the dry spell continues, only carryover water from last year will be channeled to

the farmers and several towns that get their water from the State Water Project. Those users will have to rely on groundwater, local reservoirs and other supplies.

“Everyone — farmers, fish, people in our cities and towns — will get less water as a result, but these actions will protect us all better in the long run,” Cowin said. “Simply put, there is not enough water to go around, so we need to conserve.”

Threat of running out

The announcement comes after state health officials said 17 communities and water districts are in danger of running out of water within 100 days, including Cloverdale and Healdsburg.

The list is expected to grow. The snowpack in the Sierra is 12 percent of normal for this time of year, the lowest since the state began keeping snowpack records in 1960. California wildlife officials banned fishing in several rivers to protect salmon and steelhead trout. California’s other large water

Who’s affected?

Four Bay Area water agencies that supply 15 cities and Napa County rely on the State Water Project. The cities are:

- ▶ American Canyon
- ▶ Benicia
- ▶ Callistoga
- ▶ Dublin
- ▶ Fremont
- ▶ Livermore
- ▶ Napa
- ▶ Newark
- ▶ Pleasanton
- ▶ San Ramon
- ▶ St. Helena
- ▶ Union City
- ▶ Vacaville
- ▶ Vallejo
- ▶ Yountville

worst, but this is “worse than the worst,” said Robert Shaver, assistant general manager for the Alameda County Water District, one of four Bay Area agencies that gets its water supply from the State Water Project.

The district typically gets 40 percent of its water from the State Water Project for its customers in Fremont, Union City and Newark.

Other sources

Without that water, it will have to rely more on local groundwater and the water it gets from the Hetch Hetchy to meet demand, which is at about 45 million gallons per day.

Farther east, the situation is

just as bad, if not worse.

The Alameda County Flood Control & Water Conservation District, Zone 7, which sells water to Livermore, Pleasanton, Dublin and San Ramon, gets 80 percent of its water from the State Water Project.

While Zone 7 would have enough water to meet health and safety needs, it would have to rely on stored supply in local groundwater basins and Lake Del Valle. The district also planned to explore getting emergency supplies from other Bay Area water agencies.

Customers in the Alameda County Water District have been asked to voluntarily cut water usage by 20 percent, but the board of directors will be talking about mandatory conservation and other scenarios at its meeting this month, Shaver said.

In the meantime, Shaver said residents should be aware of two things: The district won’t run out of water, but the situation is very serious.

Chronicle staff writer Kurtis Alexander contributed to this report.

Melody Gutierrez and Jill Tucker are San Francisco Chronicle staff writers. E-mail: mgutierrez@sfgchronicle.com, jtucker@sfgchronicle.com Twitter: @MelodyGutierrez, @jilltucker

DAILY REPUBLIC

Thursday, January 30, 2014

FAIRFIELD-SUISUN, CALIFORNIA

99 CENTS

Mraz blasts junkets, says travel takes advantage of public

By Ryan McCarthy

From page A1 | January 30, 2014 | 1 Comment

FAIRFIELD — Fairfield-Suisun Sewer District directors still take taxpayer-funded trips like one this month to a hotel near Palm Springs attended by the mayors of Fairfield and Suisun City, says Fairfield Councilman John Mraz.

Several directors of the Fairfield-based sewer district "like to go on junkets," Mraz said.

"They refuse to give it up," Mraz said.

Fairfield Mayor Harry Price, Suisun City Mayor Pete Sanchez and Suisun City Councilman Mike Hudson attended a Jan. 15-17 winter conference at the Renaissance Esmeralda in Indian Wells that Mraz said will cost taxpayers up to \$3,000 for each director.

Directors are paid \$143 a day at the conference, compensation that Mraz said comes "along with a luxurious hotel and luxurious meals."

"They come back like Hudson does and give you this baloney story," Mraz said of Hudson's account about the value of the California Association of Sanitation Agencies three-day meeting. Price has long taken advantage of the trips, Mraz said.

"He's the junket king," Mraz said.

Price said Wednesday that a junket "is a paid vacation at somebody else's expense."

"I've never been on a junket," the Fairfield mayor said. "I don't see the CASA conferences as fun and games."

"I see CASA as the most influential wastewater entity on the West Coast," Price said.

He said informed policymakers make good decisions and top-notch speakers from around the country appear at the conferences.

"One of the reasons the Fairfield-Suisun Sewer District has such a stellar record is because some board members have been able to take advantage of the CASA conferences," Price said.

Hudson responded to Mraz's comments this way: "He's going to say what he's going to say." Sanchez could not be reached Wednesday.

The Solano County grand jury in a report last May said that costs to the sewer district for directors and staff to attend conferences between 2010-12 totaled \$135,169. Conferences took place in cities that include Monterey, Newport Beach and Palm Desert.

An Aug. 21-24, 2013 sanitation agency conference at the

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Manchester Grand Hyatt in San Diego cost a total of \$7,139 for Price, Sanchez and Hudson to attend, according to the sewer district. Hudson's costs were \$2,561 and included \$986 for lodging and \$152 for meals. Sanchez's total was \$2,432 while Price's trip cost \$2,145.

Mraz said people think government junkets only happen with federal agencies like the General Services Administration and its expensive 2012 training conference at a resort hotel south of Las Vegas.

"When it happens in Fairfield and Suisun, you know it happens everywhere," he said.

Mraz said directors laud the value of the conferences but that if they had to meet in Modesto, stay at a Motel 6 and eat at Denny's that no one would participate.

The Fairfield councilman said he has stopped attending district board meetings, which usually last about an hour and for which directors are each paid \$143. He said he doesn't expect the people of Fairfield and Suisun City "to pay me money to show up and do nothing."

"I'm not going to play the game," he said. "I'm not going to do that."

"I have to sit and listen to a bunch of idiots," Mraz said of district meetings.

He also questioned programs at the conferences put on by the California Association of Sanitation Agencies. "They're so low-tech, so low information - it's laughable."

Bobbi Larson, executive director of the Sacramento-based California Association of Sanitation Agencies, disputes Mraz's description and said speakers have included a Washington, D.C., official who runs the largest sewage treatment plant in the country.

"We do our best to get timely, quality presentations," Larson said. "The content is extremely valuable."

The association has reduced the number of yearly conferences from three to two, added Larson, who said she would not describe the locations as particularly luxurious. Smaller sites cannot accommodate conferences that attract up to 300 people, she said.

Next year, the association will meet in Palm Springs because it's a more central location than Indian Wells, she said. The group is embracing new technology such as webinars, she said.

A 10-member board, composed of city council members from Fairfield and Suisun City, governs the local special district created in 1951 for wastewater and stormwater management.

Fairfield Councilwoman Catherine Moy was elected Monday to the four-member executive committee for the sewer district, a post she said had been denied to her because she criticized the number of people who attend conferences. Moy said she will not attend such events. Fairfield Councilman Pam Bertani, who is also a sewer district director and attended no conferences in 2013, said Wednesday, "I don't believe that every trip is a junket."

"That term shouldn't be used loosely," Bertani said.

The councilwoman said she believes in continuing education but that the number of people who attend conferences should be limited.

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