



BOARD MEETING AGENDA
Monday, February 11, 2013
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. Minutes of the January 28, 2013 Board Meeting
Motion to approve the Minutes of January 28, 2013 as submitted.
5. Written Communications
6. 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.
- Information 7. Recognizing Collection System Worker II Jose Rodrigues for receiving the Collection System Person of the Year Award.
- Motion 8. Resolution No. 2695, Accepting the Construction of the Primary Digester No. 4 Rehabilitation Project from FD Thomas, Inc. and Authorizing the Attorney for the District to Record a Notice of Completion (to be reviewed by the Construction Committee).
- Motion 9. Approving the Fraud in the Workplace Policy (to be reviewed by the Audit Committee).

INFORMATION ITEMS

10. Safety Slogan Contest Results (to be reviewed by the Personnel Committee).
11. Review of the Draft Policy for Paperless Board Agenda Packets and Use of Electronic Equipment (to be reviewed by the Budget & Finance Committee).

INFORMATION ITEMS (Continued)

12. Legislative Report for February (to be reviewed by the Legislative Committee).

13. Annual Report on Accidents and Injuries for 2012 (to be reviewed by the Personnel Committee).

14. Tentative Agenda for the Board Retreat (to be reviewed by the Personnel Committee).

15. Check Register.

16. Committee Meeting Reports *(No Board action is taken at Committee meetings)*:
 - Audit Committee, Tuesday, 2/5/13, 4:00 p.m.
 - Budget & Finance Committee, Wednesday, 2/6/13, 5:15 p.m.
 - Construction Committee, Thursday, 2/7/13, 4:00 p.m.
 - Legislative Committee, Thursday, 2/7/13, 5:00 p.m.
 - Personnel Committee, Friday, 2/8/13, 3:30 p.m.

17. General Manager's Report *(information on recent issues of interest to the Board)*.

18. Other Business:
 - Comments and questions. *Directors can share information relating to District business and are welcome to request information from staff.*
 - Scheduling matters for future consideration.

19. Adjournment – The Board will adjourn to a Closed Session to discuss Contract Negotiations with SEIU Local 1021 (Calif. Govt. Code Section 54957.6). Negotiating Team Members Richard Currie, Judi Berzon and Glenn Berkheimer of IEDA may attend this session.

The Board will then adjourn to a Closed Session to discuss the recruitment of a Deputy General Manager (Calif. Govt. Code Section 94957(b)).

The Board will then adjourn to a Closed Session to discuss the Performance Evaluation of the General Manager for 2012, (Calif. Govt. Code 94957(b)).

The Board will then adjourn to the next Regular Meeting on February 25, 2013 at 7:00 p.m. in the Boardroom.

The Public is welcome to provide oral comments at Regular and Special Board meetings. Whenever possible, we request that written statements be provided to the 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 scheduled. Oral Communications is limited to three minutes per individual, with a maximum of 30 minutes per subject. Speaker's cards are available in the Boardroom and should be completed prior to discussion of the agenda item and handed to the Clerk. The facilities at the District Offices are wheelchair accessible. Any attendee requiring other special accommodations at the meeting should contact the General Manager's office at (510) 477-7503 at least one working day ahead of the meeting.

THE PUBLIC IS WELCOME TO ATTEND



**NOTICE OF
COMMITTEE MEETING**

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

5072 Benson Road
Union City, CA 94587
(510) 477-7500

**BOARD MEETING
February 11, 2013**

Committee Membership:

Budget and Finance	Directors Anjali Lathi and Jennifer Toy
Construction Committee	Directors Tom Handley and Manny Fernandez
Legal/Community Affairs	Directors Anjali Lathi and Pat Kite
Legislative Committee	Directors Pat Kite and Tom Handley
Personnel Committee	Directors Jennifer Toy and Manny Fernandez
Audit Committee	Directors Jennifer Toy and Tom Handley

Audit Committee, Tuesday, February 5, 2013 at 4:00 p.m.

9. Approving the Fraud in the Workplace Policy.

Budget & Finance Committee, Wednesday, February 6, 2013 at 5:15 p.m.

11. Review of the Draft Policy for Paperless Board Agenda Packets and Use of Electronic Equipment.

Construction Committee, Thursday, February 7, 2013 at 4:00 p.m.

8. Resolution No. 2695, Accepting the Construction of the Primary Digester No. 4 Rehabilitation Project from FD Thomas, Inc. and Authorizing the Attorney for the District to Record a Notice of Completion.

Legislative Committee, Thursday, February 7, 2013 at 5:00 p.m.

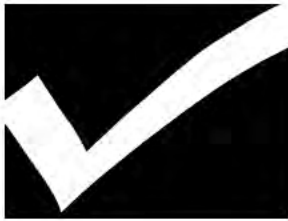
12. Legislative Report for February.

Personnel Committee, Friday, February 8, 2013 at 3:30 p.m.

10. Safety Slogan Contest Results.
13. Annual Report on Accidents and Injuries for 2012.
14. Tentative Agenda for the Board Retreat.

**Committee meetings may include teleconference participation by one or more Directors
(Gov. Code Section 11123).**

*Committee meetings are open to the public; however, only written comments from the public will be considered.
No Board action will be taken.*



3. Roll Call

Meeting of February 11, 2013

There are no written materials for this item.

**MINUTES OF THE MEETING OF THE
BOARD OF DIRECTORS OF
UNION SANITARY DISTRICT
January 28, 2013**

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL**

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

ABSENT: None

STAFF: Richard Currie, General Manager/District Engineer
Judi Berzon, HR Administrator (arrived 7:13 p.m.)
Richard Cortes, Business Services Manager
Jesse Gill, Technical Support & Customer Services Manager
Todd Jacob, IT Administrator
Dave Livingston, Treatment and Disposal Services Manager
Andy Morrison, Collection Services Manager
David O'Hara, Legal Counsel
Ric Pipkin, Senior Engineer
Larry Simmers, Total Productive Operations Coach
Robert Simonich, Fabrication, Maintenance & Construction Manager
Tom Graves, Assistant to the General Manager/Board Secretary

CONSULTANTS: Glenn Berkheimer, IEDA Professional Staff (arrived 7:08 p.m.)

VISITORS: None.

GM Currie asked that the Deputy General Manager recruitment be added as an item to the Closed Session agenda. Legal Counsel O'Hara stated that the addition was in accordance with Calif. Code Section 54957(b). The item was added to the Closed Session agenda. Mr. O'Hara noted that because this subject is an internal procedural matter only, involving scheduling, it would be okay to add it to the agenda at this time.

4. **APPROVAL OF THE MINUTES OF JANUARY 14, 2013**

Action On a motion made by Director Toy and seconded by Director Fernandez, the Minutes of the Board of Directors Meeting of January 14, 2013 were approved. The motion carried unanimously.

5. **WRITTEN COMMUNICATIONS**

There were no official communications.

6. **ORAL COMMUNICATIONS**

There were no oral communications.

7. **RECOGNIZING TPO COACH LARRY SIMMERS FOR RECEIVING THE AL
DITMAN PROFESSIONAL DEVELOPMENT AWARD.**

Treatment & Disposal Services Manager Dave Livingston presented the award to Coach Larry Simmers, and congratulated him on his achievement. GM Currie also said that Larry is the key individual in the Leadership Program here at USD, which is comprised of fifteen on-site classes here, classes at Ohlone College, and a mentoring component with members of the Executive Team. The first group of 8 employees has completed the training, and 8 more have been accepted for the next cohort. Board members also expressed their congratulations.

8. **MONTHLY OPERATIONS REPORT FOR DECEMBER, 2012.**

Mr. Currie presented a summary overview. There were two odor complaints, neither of which was found to be caused by the District. The multi-day bypass of the Boyce Road Pump Station for installation of the new connection from the new station was completed without incident. Staff from FMC manned the station on a 24 hour/day basis. The Hours Worked per Employee is down slightly, and Sick Leave Usage is up. This may continue with the onset of the flu season.

Rich Cortes presented the financial report. There were no questions from the Board.

9. **AWARDING THE CONSTRUCTION CONTRACT FOR THE RAS PUMP STATION PIPING IMPROVEMENTS PROJECT TO ANDERSON PACIFIC ENGINEERING CONSTRUCTION, INC.**

Jesse Gill presented the report, stating that staff recommends the Board award the construction contract for the RAS Pump Station Piping Improvements Project to Anderson Pacific Engineering Construction, Inc. (APEC) in the amount of \$506,200. Mr. Gill stated that this will be the first of two phases for the project, with the second phase occurring in FY18. The Project has been budgeted in the Renewal and Replacement Fund as Project No. 800-372.

Action

On a motion made by Director Handley and seconded by Director Fernandez, the construction contract for the RAS Pump Station Piping Improvements Project was awarded to Anderson Pacific Engineering Construction, Inc. The motion carried unanimously.

10. **AWARDING THE CONSTRUCTION CONTRACT FOR THE THICKENER CONTROL BUILDING INTERIM IMPROVEMENTS PROJECT TO ANDERSON PACIFIC ENGINEERING CONSTRUCTION, INC.**

Senior Engineer Ric Pipkin presented the report, stating that staff recommends the Board award the construction contract for the Thickener Control Building Interim Improvements Project (Project) to Anderson Pacific Engineering Construction, Inc. in the amount of \$633,001. The Project is budgeted in the Renewal and Replacement Fund of the Capital Improvement Program. Director Fernandez asked if the Engineer's Estimate is made available to bidders. Mr. Gill responded in the affirmative.

Action

On a motion made by Director Fernandez and seconded by Director Lathi, the construction contract for the Thickener Control Building Interim Improvements Project (Project) was awarded to Anderson Pacific Engineering Construction, Inc. The motion carried unanimously.

11. **RESOLUTION NO. 2694, ACCEPTING THE CONSTRUCTION OF THE PRIMARY CLARIFIER REHABILITATION PROJECT FROM ANDERSON PACIFIC ENGINEERING CONSTRUCTION, INC. AND AUTHORIZING THE ATTORNEY FOR THE DISTRICT TO RECORD A NOTICE OF COMPLETION.**

Ric Pipkin presented this item as well, stating that staff recommends the Board accept the construction of the Primary Clarifier Rehabilitation Project (Project) from Anderson Pacific Engineering Construction, Inc. by Resolution, and that the Board authorize the Attorney for the District to record a Notice of Completion at the Alameda County Recorder's Office. Change Orders for the project were at 3½%

Director Lathi inquired to Mr. O'Hara about the lawsuit involving Anderson Pacific and one of their subcontractors. Mr. Currie said USD has not been involved and has not included Mr. O'Hara in the process to date. If this should change, he would come back to the Board with more information.

Mr. Currie said this has been a very long and complicated project, and he congratulated Mr. Pipkin and the rest of the staff on a job well done.

Director Toy also commended staff on the successful completion of this very complicated project.

Action

On a motion made by Director Lathi and seconded by Director Fernandez, Resolution No. 2694 accepting the construction of the Primary Clarifier Rehabilitation Project from Anderson Pacific Engineering Construction, Inc. and authorizing the Attorney for the District to record a Notice of Completion was adopted. The motion carried unanimously.

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12. **AUTHORIZING THE GENERAL MANAGER TO EXECUTE A CONTRACT WITH INFOR FOR A THREE YEAR SOFTWARE SUPPORT AGREEMENT.**

IT Administrator Todd Jacob presented a brief report on this item. Five projects have been completed, five are on schedule, and one (Boyce Road Pump Station) is behind schedule. There were no questions from the Board.

Action

On a motion made by Director Lathi and seconded by Director Toy, the Board authorized the General Manager to execute a contract with INFOR for a three year Hansen Computerized Maintenance Management System (CMMS) Software Support Agreement for the amount of \$102,112. The motion carried unanimously.

INFORMATION ITEMS

13. **STATUS OF PRIORITY 1 CAPITAL IMPROVEMENT PROJECTS.**

Jesse Gill presented a brief oral report on the item. There were no questions from the Board.

14. **CAL-CARD QUARTERLY ACTIVITY REPORT.**

Rich Cortes presented an overview of Cal Card use for the Second Quarter of FY13, covering transactions for the CAL-Card billing period September 25, 2012 through December 24, 2012. During this quarter, there were 260 transactions totaling \$63,464.84. Director Handley asked about one charge for "Remote Satellite". This was for a charger for our satellite phone in the Emergency Operations Center.

15. **STATUS REPORT ON COMPUTER PURCHASE AND STUDENT LOAN PROGRAM.**

Rich Cortes presented an oral report to the Board.

Director Toy asked if there had ever been a student loan request through the program. Mr. Cortes responded that there had not.

16. **REPORT FROM THE EAST BAY DISCHARGERS AUTHORITY MEETING OF JANUARY 24, 2013.**

Director Lathi presented an oral report. There were no questions from the Board.

17. CHECK REGISTER.

The Board had no questions.

18. Committee Meetings. The following committees met before the Board meeting: Budget & Finance, Construction, and Legal/Community Affairs.

19. General Manager's Report.

Before he started his GM Report, Mr. Currie said that in the Legal and Community Affairs Committee, the Committee discussed the scope for a Public Employees Pension Reform Act (PEPRA) workshop that the Board had requested.

The Committee also talked about email links for Board members on the public website, and how they would be managed, keeping in mind legal requirements of the Brown Act. The full board had a brief discussion about this as well.

Director Lathi said that it seemed there were two options: one email address that would go to all Board members, and individual email addresses. Ms. Lathi cautioned that hitting "reply all" may cause a communication to become a Brown Act issue.

Director Handley said it would be helpful if communications were differentiated between those affected by the Brown Act, and those that were not.

Director Kite said she did not want to get into a situation where she was responding to inquiries on a personal basis.

Mr. Currie said emails will most probably be managed in the same way that emails to "ContactUSD" are managed, where the appropriate individual in-house drafts a reply, and forwards that reply to the Board members.

Mr. O'Hara said a case arose about eight years ago that the California Attorney General addressed, having to do with a "Reply All" situation, and cautioned that it created some legal issues.

Director Handley asked how other agencies handle email inquiries, and whether they have one email or individual emails. Mr. Currie said he would ask Communications Coordinator Michelle Powell to research the issue and report back to him.

Director Kite asked for a detailed clarification of this topic in writing from Attorney O'Hara.

19. General Manager's Report (Continued)

Mr. Currie updated the Board on the leaking pipe at Hayward Marsh. Collections Services has been out to the site to dig a trench around the perimeter of the area to help to intercept the flow so it can either be pumped out or pumped to a sludge drying bed in Hayward. CIP is also working on a plan to TV scope the pipe to ascertain the leak area.

The Bay Area News Group has once again requested salary and benefit information for all employees, as they have in the past, and we have responded to that request.

The CWEA Safety Committee performed a safety inspection of the plant at the request of Safety Coordinator Mike Marzano, and they did make several suggestions to improve plant safety.

The City of Fremont requested a telephone meeting with Mr. Currie to discuss a new development south of the Tesla plant. It's a very large warehouse distribution center in excess of 500,000 square feet. This is similar to the warehouse being built now in Newark. The City of Fremont has asked why the developer is being assessed fees by USD that seem high for a building with this proposed use, and indicated the developer may be making an appeal. Several other equally large distribution centers may be proposed for this area as well.

We received another request from the State Water Resources Control Board to make another visit to our plant to view our training center and, more specifically, the spill volume estimating tool. That visit will occur on February 19, 2013.

20. OTHER BUSINESS:

There was no other business.

21. ADJOURNMENT:

The Board adjourned to a Closed Session to discuss the performance of a District Employee (Calif. Govt. Code Section 94957).

The Board then adjourned to a Closed Session to discuss the Deputy General Manager recruitment.

The Board then adjourned to a Closed Session to discuss labor negotiations with SEIU Local 1021 (Calif. Govt. Code Section 54957.6). Negotiating Team Members Richard Currie, Judi Berzon and Glenn Berkheimer of IEDA may attend this session.

The Board then adjourned to a Closed Session on Tuesday, January 29, 2013 at 6:30 p.m. to discuss the performance of the General Manager for 2012, (Calif. Govt. Code 94957); and

The Board will then adjourn to the next Regular Meeting on February 11, 2013 at 7:00 p.m. in the Boardroom.

SUBMITTED:

ATTEST:

TOM GRAVES
SECRETARY TO THE BOARD

ANJALI LATHI
VICE PRESIDENT, for
Manny Fernandez,
SECRETARY

APPROVED:

PAT KITE
PRESIDENT

Minutes of the Board of Directors Meeting
January 28, 2013
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Adopted this 11th day of February, 2013.



5. Written Communications

Meeting of February 11, 2013

1. City of Union City vs. State of Calif. Dept. of Finance TOD Funds 01-31-13



34009 ALVARADO-NILES ROAD
UNION CITY, CALIFORNIA 94587
(510) 471-3232

UNION SANITARY DISTRICT
02-01-13 10:04 RCVD

January 31, 2013

Patricia Kite, President, Board of Directors
Richard B. Currie, General Manager
Union Sanitary District
5072 Benson Road
Union City, CA 94587

Dear Ms. Kite and Mr. Currie:

We wish to apprise you of recent legal activity that our City has undertaken against the Department of Finance ("DOF"), State Controller John Chiang and the Alameda County Auditor-Controller with respect to our Transit Oriented Development projects and other programs.

As you may already know, by enacting AB x1 26 and AB 1484, the Governor and the Legislature have eliminated 400 redevelopment agencies in the State of California, including the Community Redevelopment Agency of the City of Union City ("Agency").

By way of background, on December 18, 2012, the DOF sent a letter containing its determination of the Agency's Recognized Obligation Payment Schedule ("ROPS III") for the period of January 1 through June 30, 2013. In that letter, the DOF has denied, among other things, the expenditure of 2011 Bond Funds for two significant capital projects that would benefit not only Union City, but the entire region. These projects include the BART Phase 2 Project and the East-West Connector Project.

Additionally, the DOF denied funding for programs which the Agency contends are subject to enforceable obligations. These programs for which funding are denied include (1) a rental assistance program for low and moderate income tenants of the Tropics Mobile Home Park, and (2) blight removal agreements that fund Centro de Servicios and the Association for Retarded Citizens.

Union City and the Successor Agency believe that the expenditure of 2011 Bond Funds are permitted under AB 1484, AB x1 26 and the relevant applicable sections of the Cal. Health & Safety Code. Union City also believes that the position of the DOF is incorrect as it relates to the funding of Union City's contracts for blight removal projects. In order to protect its interests and to continue to develop the Station District projects and to challenge the DOF's

Ms. Patricia Kite, President
Mr. Richard B. Currie, General Manager
January 30, 2013
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arbitrary ruling in disallowing enforceable obligations, the City filed a Writ of Mandamus and Complaint for Injunctive and Declaratory Relief on January 29, 2013.


As a legal procedural matter Union City's Writ of Mandamus and Complaint for Injunctive and Declaratory Relief must name the entities (including the Union Sanitary District) that are taxing agencies, or who have an interest in the outcome of the litigation, or who are otherwise indispensable parties. Such parties, including the Union Sanitary District, have been named as "real parties in interest" in the lawsuit (not as a defendant) to ensure that all parties with a potential interest in the outcome receive notice of the proceedings. No responsive pleading or action would be required by the Union Sanitary District. However, we wanted to let you know that you are listed on the complaint and that you will be provided with a copy of the suit.

The City is taking this necessary legal action to complete very important transit-oriented development projects, to protect the public assets of its residents, to continue to provide the current level of City services and to support social services programs.

If you have any questions regarding the foregoing, please do not hesitate to contact us.

Sincerely,


Carol Dutra-Vernaci
Mayor, City of Union City


Larry Cheeves
City Manager

2042154.1



6. Oral Communications

Meeting of February 11, 2013

There are no written materials for this item.

**Directors**

Manny Fernandez
Tom Handley
Pat Kite
Anjali Lathi
Jennifer Toy

Officers

Richard Currie
General Manager
District Engineer

David M. O'Hara
Attorney

DATE: February 4, 2013

MEMO TO: Board of Directors - Union Sanitary District

FROM: Richard B. Currie, General Manager/District Engineer
Andy Morrison, Collections Services Manager

SUBJECT: Agenda Item No. 7 - Meeting of February 11, 2013
**RECOGNIZING COLLECTION SYSTEM WORKER II JOSE
RODRIGUES FOR RECEIVING THE COLLECTION SYSTEM PERSON
OF THE YEAR AWARD**

Recommendation

Acknowledge Jose Rodrigues' achievement.

Background

Jose started his employment with the District as a Collection System Worker on October 13, 2003 and is currently functioning in that capacity. Recently, Jose received the Collection System Person of the year award from the CWEA San Francisco Bay Section. The award is given to only one person a year, automatically qualifying him for the state competition.

The competition is based on accomplishments and contributions to the industry. Jose's accomplishments include helping to develop and construct an overflow technical training station at the District's Training Facility, and presenting technical training to USD employees and outside agencies. He contributes as a subject matter expert to the District's award-winning training program, helping to develop tools for measuring competencies and instructing classes. He has also presented workshops at CWEA conferences and other industry events.

Please join me in congratulating Jose Rodrigues for receiving this award.

RBC/sam



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 31, 2013

MEMO TO: Board of Directors - Union Sanitary District

FROM: Richard B. Currie, General Manager/District Engineer
Jesse Gill, TSCS Work Group Manager
Sami Ghossain, CIP Coach
Raymond Chau, Principal Engineer
Chris Pachmayer, Associate Engineer

SUBJECT: Agenda Item No. 8 – Meeting of February 11, 2013
**RESOLUTION NO. 2695, ACCEPTING THE CONSTRUCTION OF THE
PRIMARY DIGESTER NO. 4 REHABILITATION PROJECT FROM
FD THOMAS, INC. AND AUTHORIZING THE ATTORNEY FOR THE
DISTRICT TO RECORD A NOTICE OF COMPLETION**

Recommendation

Staff recommends the Board accept the construction of the Primary Digester No. 4 Rehabilitation Project from FD Thomas, Inc. by Resolution, and authorize the Attorney for the District to file a Notice of Completion with the Alameda County Recorder's Office.

Background

Primary Digester No. 4 was originally constructed during the 1985 plant upgrade project. In February of 2012, the digester was taken out of service and cleaned as part of the District's regular maintenance program. A condition assessment of the digester and its appurtenances was conducted by V&A Consulting Engineers, Inc. (V&A) after the digester was cleaned. The condition assessment revealed that the interior coating covering approximately 50% of the digester's dome and its appurtenances were compromised and in need of repair. In addition, about 5% of the dome's exterior foam insulation were also compromised and in need of repair. Due to the sporadic locations of the compromised interior coating, it was determined that replacing the entire interior coating would be the most cost effective alternative. Conversely, due to the smaller amount of failed foam insulation, it was determined that replacement of only the failed foam insulation would be the most cost effective repair alternative.

On June 25, 2012, the Board awarded the construction contract of the Primary Digester No. 4 Rehabilitation Project (Project) in the amount \$113,305 to FD Thomas, Inc. The purpose of the project was to replace the deficient coatings and foam insulation identified in V&A's condition assessment report.

Construction Contract

Staff issued the Notice to Proceed to FD Thomas on July 27 2012. The 60-day project was scheduled to be complete on September 24, 2012. FD Thomas substantially completed the Project on January 9, 2013. The Project completion date had to be extended via Contract Change Order for two reasons. The first was to account for the discovery and repair of corroded steel on the dome and side skirt underneath existing coatings. The second was to install an application of nonskid material to the exterior foam insulation. The nonskid material had to be applied during a period of four consecutive dry weather days with temperatures above 50 degrees. This weather condition was not achieved until the second week in January.

Change Order Summary

The Project construction included four (4) Contract Change Orders (CCO) at a total cost of \$44,121, which is approximately 39% of the original contract amount. A summary of the CCOs is shown in Table 1:

Table 1
Change Order Summary

No.	Description	Amount
1	Complete Exterior Top Coat of Unisil Elastomeric	\$11,717
2	Additional 500 Square Feet of Exterior Foam Repair Areas	\$20,000
3	Recoat of Damaged Steel From Weld Repair Areas.	\$2,404
4	Additional Coating of Unisil Elastomeric with Nonskid Material	\$10,000
	Total CCO Amount	44,121

CCO No. 1 was executed by District staff. CCOs No. 2, No. 3, and No. 4 were approved by the Board at the November 26, 2012 Board Meeting.

Agenda Item No. 8
Meeting of February 11, 2013
Page 3

CCO No. 1 – The District requested that the entire area of exterior foam insulation (both repaired and non-repaired) receive a complete coating of Unisil Elastomeric paint. The installation of a complete coating system was added to prevent water from infiltrating the joint lines where foam repair areas merged with existing foam insulation.

CCO No. 2 – This CCO was to repair an additional 500 square feet of damaged foam insulation discovered adjacent to identified foam insulation repair areas. The initial scope of work identified and was capped at 200 square feet of foam insulation repair.

CCO No. 3 – This CCO was to repair coating damaged during steel repair. Upon the initial removal of the interior coating, approximately 24 holes were discovered along the edge of the steel dome. The District's FMC team repaired the holes with steel plates and welds, however the steel around these repair areas were damaged by the heat created by the welding process and needed to be recoated.

CCO No. 4 – This CCO was to install an additional top coat of Unisil Elastomeric paint. The original top coat placed in CCO No. 1 was too slippery when the coating is exposed to rain or mist. In order to make the dome surface safer for District personnel, a second coating of Unisil Elastomeric paint was added with exposed grit to increase traction on the dome.

Staff recommends the Board accept the Primary Digester No. 4 Rehabilitation Project from FD Thomas, Inc. and authorize the Attorney for the District to file the Notice of Completion.

RBC/JSG/SG/RC/CP;mp

Attachments: Figure 1
Resolution
Notice of Completion

RESOLUTION NO. 2695

**ACCEPTING PROJECT FROM
FD THOMAS, INC.
FOR
PRIMARY DIGESTER NO. 4 REHABILITATION PROJECT
IN THE CITY OF UNION CITY, CALIFORNIA**

RESOLVED, by the Board of Directors of the UNION SANITARY DISTRICT that it hereby accepts the Primary Digester No. 4 Rehabilitation Project from FD Thomas, Inc. effective February 11, 2013.

Legal Counsel is hereby authorized to record a "Notice of Completion" for the project.

On motion duly made and seconded, this resolution was adopted by the following vote on February 11, 2013:

AYES: Fernandex, Handley, Kite, Lathi, Toy

NOES: ----

ABSENT: ----

ABSTAIN: ----

PAT KITE
President, Board of Directors
Union Sanitary District

Attest:

MANNY FERNANDEZ
Secretary, Board of Directors
Union Sanitary District



**RECORDING REQUESTED BY
AND WHEN RECORDED
RETURN TO:**

**DAVID M. O'HARA
Attorney at law
975 Centennial Drive
Brentwood, CA 94513**

NO RECORDING FEE – PER GOVERNMENT CODE SECTIONS 6103 & 27283

NOTICE OF COMPLETION

NOTICE IS HEREBY GIVEN BY UNION SANITARY DISTRICT, Alameda County, California, that the work hereinafter described, the contract for the construction of which was entered into on July 17, 2012, by said District and **FD Thomas, Inc.** 4 Wayne Ct., Bldg. 9, Sacramento, CA, 95829 Contractor for the Project, “**Primary Digester No. 4 Rehabilitation Project**”, was substantially completed on January 9, 2013 and accepted by said District on February 11, 2013.

The name and address of the owner is **UNION SANITARY DISTRICT**, at 5072 Benson Road, Union City, CA 94587.

The estate or interest of the owner is: FEE SIMPLE ABSOLUTE.

The description of the site where said work was performed and completed is Union Sanitary District's Wastewater Treatment Plant, located at 5072 Benson Road, Union City, CA 94587, County of Alameda, State of California.

The undersigned declares under penalty of perjury that the foregoing is true and correct.

Executed on _____ at UNION CITY, CALIFORNIA.

DAVID M. O'HARA,
Agent of UNION SANITARY DISTRICT



**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 1, 2013

MEMO TO: Board of Directors – Union Sanitary District

FROM: Richard B. Currie, General Manager/District Engineer
Rich Cortes, Business Services Manager
Maria Scott, Principal Financial Analyst

SUBJECT: Agenda Item No. 9 – Meeting of February 11, 2013
APPROVING THE FRAUD IN THE WORKPLACE POLICY

Recommendation:

Approve Fraud in the Workplace Policy.

Background:

The Fraud in the Workplace Policy provides guidance to staff how define, report, and investigate fraudulent activities. Staff has reviewed the existing policy and recommends changes shown on the attached version.

Union Sanitary District Policy

Effective date: January 25, 2010 February 12, 2013	Fraud in the Workplace	Policy Number 2025 Page 1 of 4
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Policy

It is the policy of Union Sanitary District that all District employees must, at all times, comply with all applicable laws and regulations. It is the policy of the District to identify and promptly investigate any possibility of fraudulent activity against the District and take appropriate action, including the pursuit of legal remedies under the law.

Purpose

The purpose of this policy is to ensure employees are aware of the following: 1) the types of acts considered to be fraudulent, 2) procedures for reporting suspected fraudulent acts, 3) steps to be taken when fraud or other related dishonest activities are suspected, and 4) consequences to expect when a dishonest act is reported. Further, this policy (along with Internal Controls Policy No. 2010) delineates management's responsibility for instituting and maintaining a system of internal controls to prevent and detect fraud, misappropriations and other irregularities, and to be alert for any indications of such misconduct.

Definitions

Fraud and similar irregularities include but are not limited to:

1. Claim for reimbursement of expenses that are not job-related or authorized by the current Purchasing Policy, Travel Policy, MOU, or other management approved policy or practice.
2. Forgery or unauthorized alteration or misrepresentation of documents (including but not limited to records, checks, **credit card numbers**, promissory notes, timecards, independent contractor agreements, purchase orders, budgets).
3. Misappropriation of District assets (including but not limited to stealing funds, securities, supplies, furniture, equipment, tools, vehicles, inventory).
4. Accepting and keeping payment from a customer and not recording the transaction.
5. Improprieties in the handling or reporting of money **and credit card** transactions.
6. Knowingly authorizing or receiving payment for goods not received or services not performed.
7. Computer-related activity involving unauthorized alteration, destruction, forgery, or manipulation of data or misappropriation of District-owned software.
8. Any violation of Federal, State, or local laws related to dishonest activities or fraud.
9. Seeking or accepting anything of material value (please refer to Gratuities Policy No. 5340) from those doing business with the District including vendors, consultants, contractors, lessees, applicants, and grantees in violation of District policy.

Procedures for reporting workplace fraud

Employees can report wrongdoing in a safe and confidential manner, ~~and~~ without fear of retaliation, as follows:

1. If ~~an employee is~~ aware of any acts of wrongdoing, ~~the employees is~~ **are** required to discuss ~~his or her~~ **this** information with their Coach.
2. If ~~an employee is~~ unable to discuss the complaint with ~~their~~ **the** Coach, ~~the employee should~~ contact their Work Group Manager or another manager.
3. If neither of the above alternatives is appropriate, the employee should contact the Business Services Work Group Manager.
4. ~~If an employee wishes to~~ **To** make an anonymous report ~~they can~~ call the District's Fraud Hotline, see Portal **home page** for contact information. ~~For safety reasons, the employee should not confront the person who is involved in the complaint.~~
5. **The** Fraud hotline representative will be instructed to contact the District's attorney, Board Audit Committee member, Human Resources, or Management, depending on the content of the complaint, when any credible call is received.
6. **For safety reasons, do not confront the person who is involved in the complaint.**

Note: Employees will be granted whistle-blower protection, per Non-Discrimination Against Whistleblowers Policy No. 6980, when acting in good faith and in accordance with this policy. When informed of a suspected impropriety, the District shall not a) dismiss or threaten to dismiss the employee reporting the impropriety, b) discipline, suspend, or threaten to suspend that employee, c) impose any penalty upon that employee, or d) intimidate or coerce an employee for that employee's role in reporting the suspected impropriety. If reporting employee is found culpable or complicit in suspected impropriety (collusion) as the result of an investigation of the matter, appropriate action will be taken, including discipline.

Investigation and Action

1. The Work Group Manager or Coach informed of any wrongdoing shall inform the BS Work Group Manager or the HR Administrator of suspected activity involving fraud or related dishonest activity.
2. Work Group Manager and BS Work Group Manager will confer with HR and determine how best to investigate the suspected activity.
3. At the conclusion of the investigation, the investigator will report to the Work Group Manager or BS Work Group Manager, and HR Administrator. The BS Work Group Manager will inform the General Manager.
4. If evidence is uncovered showing possible dishonest or fraudulent activities, the Work Group Manager or BS Work Group Manager will proceed as follows:

- a. Inform the Executive Team. If the case involves staff members, meet with the HR Administrator (or his/her designated representative) to determine if disciplinary actions should be taken.
 - b. Coordinate with the District's Risk Manager regarding notification to insurers and filing of insurance claims.
 - c. Take immediate action, in consultation with the General Manager, to prevent the theft, alteration, or destruction of evidentiary records. Such action shall include, but is not limited to:
 - i. Removing the records and placing them in a secure location, or limiting access to the location where the records currently exist.
 - ii. Preventing the individual suspected of committing the fraud from having access to the records
 - d. Consult with the General Manager and District Board for possible referral of the case to the Alameda County District Attorney's Office for prosecution.
5. The BS Work Group Manager, following review of investigation results, will ensure that appropriate action is taken regarding employee misconduct.
6. The District will pursue every reasonable effort, including court ordered restitution, to obtain recovery of District losses from the offender or other appropriate sources.

Business Services Responsibility

The Business Services Manager is responsible for initiating fraud investigations, notifying Executive Team, and external auditors.

Employee Responsibility

Employees are responsible for refraining from fraudulent behavior, and reporting any fraudulent behavior to management.

Management Responsibility

Management is responsible for being alert to, and reporting fraudulent or related dishonest activities in their areas of responsibility.

Fraud in the Workplace

Policy Number 2025
Page 4 of 4

This revision supersedes the versions listed below, which are no longer effective.

Title	Policy #	Effective Date

Approved by: Board of Directors
Author/owner: Business Services Manager
Reviewers: Executive Team and Board Audit Committee
Notify Person: Business Services Manager
Revision frequency: Every 3 years
Next revision: ~~January 2013~~ **February 2016**



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 31, 2013

To: Board of Directors – Union Sanitary District

From: Richard B. Currie, General Manager/District Engineer
Michael Marzano, Environmental Health & Safety Program Manager

Subject: Agenda Item No. 10 – Meeting of February 11, 2013
Information Item: **Safety Slogan Contest Results**

Recommendation:
Information only.

Background:

Employee awareness of safety on the job is the largest contributing factor in reducing injuries. Employers have used posters, signs, incentive programs and slogans to help increase this awareness.

In 2007, the Safety Committee initiated a contest to choose a safety slogan for Union Sanitary District. The slogan that was chosen by a vote of employees, “Safety Today for a Healthy Tomorrow”, has been in effect since that time. This year, as part of our safety strategy, it was decided to select a new safety slogan.

On September 20, 2012, the Safety Committee announced the contest to select a new District safety slogan. Rules were established and distributed to all District employees, with prizes of \$50 for first, \$35 for second, and \$25 for third place. Employees were encouraged to submit as many entries as they could think of and 43 were received. The Safety Committee chose the top 10, and employees then voted for the slogans they felt were the best.

Safety Slogan Selections:

The winning safety slogan, along with the second and third place winners, are:

- 1st Place: Be Alert! Accidents Hurt! (submitted by Mike Auer)
- 2nd Place: Think Safety; Work Safely! (submitted by Jennifer Sio-Kwok)
- 3rd Place: Safety...One habit you don't need to break (submitted by Mike Auer)

Agenda Item No. 10
Meeting of February 11, 2013
Page 2

Safety Slogan Use:

The winning safety slogan will be used to heighten safety awareness throughout the District on a daily basis. We expect to see this slogan on bulletin boards, banners, in training, and in newsletters. The slogan will remind our employees to consider safety while planning and performing each task they do..

Be Alert! Accidents Hurt!

Effective: XX/XX/XXXX	Paperless Board Agenda Packet and Use of Electronic Equipment	Policy Number XXXX Page 1 of 4
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Policy

Electronic equipment purchased by the District for use in paperless Board Agenda packets is property of the District. **Electronic equipment individually owned may be used for accessing Board Agenda packets. In both cases electronic equipment** must be used in a professional, lawful, safe, and secure manner. Refer to Information Systems Security Policy No. 2100 for other requirements.

Purpose

Board members and selected staff members may be issued electronic tablets by the District, **or may use their own electronic equipment approved by the District,** for the purpose of utilizing them in lieu of a paper copy of the Board Agenda packets. This policy defines the acceptable and appropriate use of electronic equipment in conjunction with paperless Board packets. This policy applies to all users of electronic equipment including employees and Board members.

Definitions

<i>Electronic equipment</i>	Electronic resources, including tablets, mifi access point , District purchased software programs running on tablets, as well as information received, sent, or stored on this equipment.
<i>Personal Use</i>	<ul style="list-style-type: none">• During non-working hours or during identified break periods only.• Personal use may include Internet browsing, sending or reading personal emails, ordering services or merchandise from Internet vendors, except as noted herein.• Personal use shall not violate any of the other conduct prohibitions.

Privacy Expectations

Communications via the District's electronic equipment are not private. Users have no expectation of privacy regarding their use of the District's electronic equipment. Board members and employees should advise others not to send personal communications on employer-provided technology because they are subject to search and are not private. Any use of the electronic equipment includes consent to have such use monitored by the District at its discretion. The District reserves the right to audit networks and systems on a periodic or as-needed basis to ensure compliance with this policy. Upon separation from the District, Board members have no right to take any

data or information stored on the District's electronic equipment, except as noted in the Surplus section of this policy.

Passwords

The District will require Board members to assign passwords to various electronic equipment used in their work for the District. Board members must never share these passwords with anyone. IT staff must never ask Board members to reveal their passwords. Board member's use of passwords does not prevent the District from accessing the electronic equipment or stored data. **The use of shared passcode locks is approved for electronic equipment used for Board agendas packets that are used by more than one person. The passcode lock is configured to lock the device after a certain period of time; to unlock and use the device, entry of a passcode would be required.**

Complex passwords are required at the District. Refer to Password Management Policy No. 2110 for more information.

Usage

Electronic equipment, purchased by the District, is to be used for District business. Personal use may occur only before or after working hours or during identified break periods. Such use is subject to the prohibitions contained in the section on Prohibited Conduct, below.

Refer to Policy No.1270, "Safe Use of District Vehicles and Equipment," for guidance regarding the use of any type of electronic equipment while operating a vehicle while conducting District business.

During Board meetings Board members and staff are requested to use electronic devices only for the purpose of conducting Board business.

The District will support and maintain only District purchased hardware and software intended to be used to conduct District business.

Surplus

At the end of life of the electronic equipment, as determined by the District, hardware and software will be replaced. Hardware will be disposed of in accordance with Policy No. 2075 "Surplus Property Disposal".

Prohibited Conduct

Conduct prohibited by the policy includes, but is not limited to, the following:

1. Unauthorized use or interception of transmissions or data.
2. Port scanning or security scanning unless prior notification to the District is made.
3. Executing any form of network monitoring which will intercept data not intended for the Board member's host.
4. Circumventing user authentication or security of any host, network or account.
5. Reading, copying, modifying, or deleting another employee's electronic communications without the employee's consent.

6. Copying, modifying, or downloading District data or programs for personal use, without the District's authorization excluding IT support and maintenance activities.
7. Introduction of malicious programs into a computer, network or server (e.g., viruses, worms, Trojan horses, e-mail bombs, etc.).
8. Installing any software on any District computer without permission, assistance, or direction from the IT team.
9. Violating software licensing agreements, copyright laws, or intellectual property laws.
10. Engaging in any activity that is illegal under local, state, federal or international law while utilizing the District-owned resources.
11. Engaging in personal commercial activities, including offering services or merchandise for sale or ordering services or merchandise from Internet vendors, except as allowed under the personal use guidelines.
12. Using electronic equipment to harass, discriminate against, or threaten others.
13. Accessing, displaying, reproducing, soliciting, or sending discriminatory, harassing, offensive, obscene, lewd, or sexual images or text while using District computers, including, but not limited, electronic mail and the Internet.
14. Revealing your account password to others or allowing use of your account by others excluding temporary test accounts or circumstances where not sharing a password could reasonably be construed as the District's failing to meet critical obligations to customers or other agencies, or could result in loss of data, system outage or loss, or damage to District assets or personnel.
15. Creating or forwarding "chain letters," "Ponzi," or other pyramid schemes of any type.
16. Providing information about or lists of District employees to parties outside the District, unless approved by management.
17. Sending sensitive information such as credit card numbers, passwords, and customer account numbers through the Internet or email unless the connection is encrypted using software approved by the IT Steering Committee.
18. Connecting or accessing the network using unapproved personal device(s).
19. Reporting or redistributing system vulnerability information to other users. Users in receipt of information about system vulnerabilities must forward this information to the IT Team, which will determine what action is appropriate.
20. Sending District documents (including Word documents, Excel spreadsheets, and PowerPoint presentations) outside the District in their native format. All documents sent outside the District must be in Adobe PDF format. Exclusions include documents sent with the express intention of collaboration.

Board Member Owned Device

Board members may optionally purchase the electronic tablet. Board member owned devices are not subject to the above prohibited conduct except for Nos. 4, 16 and 20.

(Purchase Options:

- Board purchase with no District reimbursement
- Board purchase with 25% District reimbursement or fixed \$ amount
- Board purchase through District's Computer Loan program)

It is the responsibility of every electronic equipment user to be familiar with this policy and conduct their activities accordingly. Users who violate this policy may be denied access to the District’s electronic equipment.

Those issued electronic equipment should take great care in retaining the equipment and take all reasonable precautions to avoid unnecessary damage to it. Lost or damaged equipment shall immediately be reported to District management. Equipment that is accidentally damaged should be returned to IT for disposal or getting a repair estimate. Repair expense for purchase or replacement equipment will be charged to the employee’s Work Group budget. A repeat instance may be charged personally to the employee.

Management Responsibility

Management will enforce this policy and take action against users who use the District’s electronic equipment in violation of this policy. Management will have the final authority in determining appropriate versus inappropriate behavior/use.

Business Services will provide new Board members with a copy of this policy during processing/orientation.

Title	Policy #	Date

Approved by:Board of Directors

Author/owner:Business Services Manager

Reviewers:General Manager/District Engineer, Board of Directors

Notify Person:General Manager/District Engineer

Revision frequency:Every 3 years

Next Review:xx/xx/xxxx

**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 1, 2013

MEMO TO: Board of Directors - Union Sanitary District

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

SUBJECT: Agenda Item No. 12 - February 11, 2013
**LEGISLATIVE COMMITTEE UPDATE ON STATE, NATIONAL
AND REGIONAL ISSUES OF INTEREST TO THE BOARD**

Information on State, National and Regional IssuesCalifornia

The new legislative session has just begun and the Governor has recently issued his State of the State address and a new flurry of activity is beginning in Sacramento. CASA has begun sorting through the new bills to identify those impacting our industry.

State of the State Address. The Governor's recent address gives a very clear picture of his priorities: education, healthcare, jobs, water, climate change and high-speed rail. On the water side, the Delta Plan is likely to be the dominant issue, as the Environmental Impact Report is due this Spring. The Governor also specifically mentioned the reform of the California Environmental Quality Act (CEQA). He indicated "we need to rethink and streamline our regulatory procedures...our approach needs to be based more on consistent standards that provide greater certainty and cut needless delays." Pressure has been building in California to streamline the CEQA process and help eliminate frivolous lawsuits. CASA will likely support one or more bills being authored to address CEQA reform.

New Legislation. With a balanced State budget, a democratic super majority and 40 new legislators, it is anticipated that there will be a large number of bills introduced this session. Below are a few that CASA has identified early in the session that may impact the wastewater industry or special districts.

AB21 Alejo – Safe Drinking Water Small Community Grant Fund. This bill would create a special annual charge for agencies with Drinking Water SRF Loans that will be used to fund loans specifically for disadvantaged and severely disadvantaged communities. A similar bill may be introduced for the Clean Water SRF.

AB29 Williams, AB39 Skinner – Prop 39 Implementation. At least two bills have been introduced addressing how California will spend revenue created by the recently passed Proposition 39 which diverts tax revenue from out of state sales to California. AB29 proposes to create 3 revolving fund pools to fund energy efficiency projects for 1) the University of California, 2) the California State Universities, and 3), the California Community Colleges. AB39 would set up a program to create grants and no-interest loans for K-12 public schools for projects to reduce energy demands. The bill would establish criteria to prioritize funding and require reporting of actual energy savings. It would also require funds to be used to provide job training to California Conservation Corps, Community Conservation Corps, and the Youth Build program, among others.

AB37 Perea – CEQA reform. This bill would require concurrent preparation of a record of proceedings by the lead agency along with preparation of an EIR or other environmental documents. This would increase the cost to public agencies who are currently required to prepare this documentation only if the EIR is being challenged.

AB145 Perea – SRF Program. This bill, along with a companion bill in the Senate (SB 117) would transfer the responsibilities for the California Safe Drinking Water Act from the State Department of Public Health to the State Water Resources Control Board.

SB36 Rubio – Water Bond for 2014. Along with SB 40 and 42, would make modifications to the Safe, Clean, and Reliable Drinking Water Supply Act of 2012, which, when approved, was originally an \$11 billion bond measure that was removed from the ballot by the legislature due to the economy. Various bills propose to reduce the amount of the bond measure and pare back the scope. CASA generally supports the bill due to funding of recycled water programs.

SB43 Wolk – Renewable Energy. Although the bill lacks detail at this time, the intent is to expand the energy self-generation program to provide greater cost reduction incentives to local government. It also intends to expand the California Solar Initiative by again providing benefits for schools and local government.

EPA Report on California Emissions. The EPA issued a report on toxic chemicals released into the environment by each state. According to the report, California released 10% more toxic chemicals in 2011 than in 2010, totaling an additional 3 million pounds. This represented a decrease of 13% in air emissions, an increase of 10% in water emissions, an increase of 9% in land releases, and a decrease of 67% in underground injection. California also increased off site transfers by 72%.

Federal Issue

Clean Water Act Clarification. The US Conference of Mayors has been working with the EPA on trying to clarify how financial “capability” will be considered for future municipal projects that are required under the Clean Water Act. The issue is being raised because of the projected dramatic costs to cities, counties and local government to implement proposed storm water pollution abatement measures being discussed on a national basis. The Clean Water Act has provisions to consider the financial impacts on regulated agencies but is unclear on how this is considered. NACWA is also participating in the discussions with EPA to represent municipal wastewater interests.

Wet Weather Community Sustainability Act. NACWA has developed a legislative proposal that would address how POTWs and Collection System agencies manage severe wet weather flows. The proposal attempts to establish a reasonable criteria for managing wet weather flows without requiring full secondary treatment. The intent is to have agencies develop an approved wet weather management plan which would allow utilization of alternative treatment technologies (less than secondary treatment) or blending of treated and partially treated effluent streams. The concept would be based on separate water quality objectives that apply during peak wet weather flows. NACWA will be looking for a sponsor for the bill, which is likely to meet stiff opposition from environmental groups.

Local and Regional Issues

Personnel Changes in Bay Area Clean Water Agencies. Two recent retirements have left big voids in local wastewater agencies. The Central Contra Costa Sanitary District Board recently announced the retirement of General Manager Ann Farrell, citing the agency was going in a different direction. There have been many upper management retirements at Central San in the last year. Also, David Williams, long time wastewater director for EBMUD retired and is now filling the role of Executive Director for BACWA. This leaves a void at the top of two of the largest wastewater agencies in the area, and two principal agencies in BACWA. Also, Ross Valley SD in Marin County has hired an interim GM while they continue recruitment for a permanent GM.

Pacifica Sewer System Lateral Replacement. As part of their 20 year master plan program, the City has implemented an ordinance to replace damaged laterals when a house is sold. The program, which replaced 200 laterals in 2012, provides a grant of \$1000 per household where replacement is required. This program was part of a settlement agreement with the Regional Water Board after significant overflows occurred during storms in 2010.

Sacramento Area Agencies Fined by Central Valley Water Board. The Water Board has fined 11 local government agencies in the Sacramento area a total of \$663,000 for pollution violations. Included is a \$303,000 fine against Placer County for coliform, mercury, ammonia and other treatment plant violations. Roseville was fined \$54,000 for violating coliform limits, Woodland \$45,000 for selenium, ammonia, and coliform violations, and Sacramento Regional \$21,000 for manganese, copper, chlorine and other violations.

Petaluma Plant Treatment Issues. The new City of Petaluma treatment plant, which was highly touted for being an environmentally friendly, state of the art plant, is struggling with treating concentrated wastes from many of its local industries. In fact, waste are being transported from some industries including dairies, food processors and a brewery, to EBMUD or Napa Sanitation District for treatment because they cannot be effectively treated at the Petaluma Plant. Different options are being evaluated including pretreatment and upgrading the plant.

Sacramento Regional Water Recycling. Sacramento Regional worked with their local congresswoman to introduce legislation expand water recycling programs. The primary focus is to provide recycled water for agriculture and habitat augmentation in the Delta region. The legislation would provide for up to \$30 million from the Bureau of Reclamation.

ACWD hits Facebook and Twitter. ACWD has launched a new Social Media strategy and will use Facebook and Twitter to make it easier for their customers to do business with the district. They plan to post information on water quality, upcoming public meetings, project updates and water supply emergencies. GM Walt Wadlow said: "Our social media sites will allow us to instantaneously provide information that will help to protect public health and safety."

Low Tech Industrial Wastewater Treatment. Engineers in India have found that industrial wastewaters containing high concentrations of heavy metals can be effectively treated with onion and garlic peels obtained from canning industries. The onion and garlic skins absorb metals readily in a short time period and may be an effective pretreatment scheme for small industries in developing countries where higher tech solutions are not affordable.



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

David M. O'Hara
Attorney

DATE: January 29, 2013

MEMO TO: Board of Directors - Union Sanitary District

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

SUBJECT: Agenda Item No. 13 - Meeting of February 11, 2013
ANNUAL REPORT ON ACCIDENTS AND INJURIES FOR 2012.

Recommendation

Information Only.

Background

Annually, all agencies are required to report "OSHA Recordable" accidents (those involving lost time, restricted duty or extended medical treatment) to Cal OSHA by January 31 of each year. Therefore, USD tracks our accidents and safety incidents on a calendar year basis. Attached is a summary of incidents for the year as well as a copy of the OSHA Form 300 Log for your information.

For the calendar year 2012, USD had a total of 3 OSHA reportable accidents/incidents. Of these, only one was a lost time accident and two involved minor treatment, with no lost time or restricted duty. This is the lowest rate of accidents experienced by USD for several reporting periods. The lost time accident appears to be a repetitive motion injury to the knee, possibly related to a previously reported accident. The employee has had surgery to repair the knee. Through the end of the year, the employee had taken 25 days off and continues off work. The remaining accidents involved a bruised hip and a strained/sprained hand.

Vehicle accidents were minimal. There were three incidents that included rear-ending a privately owned vehicle (POV) in city streets (no injuries or damage), an employee backing into a concrete post on District property, and an employee hitting a POV on District property (no claim filed).

Agenda Item No. 13
Meeting of February 11, 2013
Page 2

One other incident of note involved a broken foam application device that squirted chemical into an employee's eye. First aid only was required for this incident, which resulted in no injury.

Staff will provide additional details at the Board and Committee meetings.

Accident and Incident Report Summary for 2012
Total # of Incidents Reported = 11

Category	Incidents for 2012	2011	2010	2009	2008	2007	Comments for 2012 Incidents
OSHA Reportable – Lost Time Accidents	1*	2	3	1	5	2	Repetitive Motion Knee Injury requiring surgery. (*Disputed by District.)
OSHA Reportable – Limited duty assignments	0	6	3	3	3	1	-
OSHA Reportable – Other (follow-up medical)	2	0	0	4	3	9	Bruised hip and sprained hand.
Ergonomic Injuries	0	0	0	2	0	(1)	-
First aid only	1	0	0	0	0	0	Chemical exposure to eyes. No injury.
No medical attention required	2	1	1	0	5	3	
Vehicle or equipment damage – USD at fault	3	2	1	2	5	2	2 incidents where employee hit POV, no claims filed, no injuries.
Vehicle or equipment damage – USD not at fault	0	0	0	0	2	0	-
Other	0	0	0	0	0	0	-
Total	9	11	8	11	23	17	
Near miss incidents	2	7	8	7	7	9	
Total including near misses	11	18	16	18	30	26	
Experience Mod. Factor	0.85	0.75	1.23	1.51	1.09	0.83	

OSHA'S Form 300A
Summary of Work-Related Injuries and Illnesses

Year 2012

U.S. Department of Labor
Occupational Safety and Health Administration

All establishments covered by Part 1904 must complete this Summary page, even if no work-related injuries or illnesses occurred during the year. Remember to review the Log to verify that the entries are complete and accurate before completing this summary.

Using the Log, count the individual entries you made for each category. Then write the totals below, making sure you've added the entries from every page of the Log. If you had no cases, write "0"

Employees, former employees, and their representatives have the right to review the OSHA Form 300 in its entirety. They also have limited access to the OSHA Form 301 or its equivalent. See 29 CFR Part 1904.35, in OSHA's recordkeeping rule, for further details on the access provisions for these forms.

Number of Cases

Total number of deaths	Total number of cases with days away from work	Total number of cases with jobs transfer or restriction	Total number of other recordable cases
0	1	0	2
(G)	(H)	(I)	(J)

Number of Days

Total number of days away from work	Total number of days of job transfer or restriction
25	0
(K)	(L)

Injury and Illness Type

(1) Injuries	(2) Skin disorders	(3) Respiratory conditions	(4) Poisonings	(5) Hearing loss	(6) All other illnesses
3	0	0	0	0	0

Post this Summary Page from February 1 to April 30 of the year following the year covered by the form.

Public reporting burden for this collection of information is estimated to average 50 minutes per response, including time to review the instructions, search and gather the data needed, and complete and review the collection of information. Persons are not required to respond to the collection of information unless it displays a currently valid OMB control number. If you have any comments about these estimates or any other aspects of this data collection, contact US Department of Labor, OSHA Office of Statistical Analysis, Room N-3644, 200 Constitution Avenue NW, Washington, DC 20210. Do not send the completed forms to this office.

Establishment Information

Company name C S R M A WIC
Your establishment name Union Sanitary District
5072 Benson Road Union City, CA 94587-855
Street City State Zip
Industry description (e.g., Manufacture of motor truck trailers)
Wastewater collection & Treatment
Standard Industrial Classification (SIC), if known (e.g., SIC 3715) or North American Industrial Classification (NAICS), if known (e.g., 336212)
4952

Employment Information (If you don't have these figures, see the Optional "Worksheet to Help You Fill Out the Summary" to estimate.)

Annual average number of employees 137
Total hours worked by all employees last year 233,042.68

Sign here

Richard B. Currie

Knowingly falsifying this document may result in a fine.

I certify that I have examined this document and that to the best of my knowledge the entries are true, accurate and complete.

Richard Currie General Manager
Company executive Title
() 510-477-7502
Phone Date 1/24/13

Print Date 1/24/2013

or Work-Related Injuries and Illnesses

U.S Department of Labor
Occupational Safety and Health Administration

Year 2012 Page 2 of 2

Company Name C.S.R.M.A. W/C
Establishment name Union Sanitary District
5072 Benson Road Union City,CA 94587-855

Identify the Person			Describe the case			Classify the case											
(A) Case no.	(B) Employee's name	(C) Job title (e.g., Welder)	(D) Date of Injury or onset of illness	(E) Where the event occurred (e.g., Loading dock north end)	(F) Describe injury or illness, parts of body affected, and object/substance that directly injured or made person ill (e.g., Second degree burns on right forearm from acetylene torch)	CHECK ONLY ONE box for each case based on the most serious outcome for that case				Enter the number of days the injured or ill worker was:		Check the "Injury" column or choose one type of illness:					
						Death	Days away from work	Remained at work		Away from work	On job transfer or restriction	(M)					
								Job transfer or restriction	Other record- able cases			Injury	Skin Disorder	Respiratory condition	Poisoning	Hearing loss	Loss of consciousness
						(G)	(H)	(I)	(J)	(K)	(L)	(1)	(2)	(3)	(4)	(5)	(6)
SNB-547895		Collection System Worker	08/09/2012	TREATMENT - 280	EE was moving some tubes when his foot got caught on a rope causing him to fall on his left hip on his radio.				X			X					
SNB-547838		Electrician	11/05/2012	TREATMENT - 280	Had to repeatedly crawl over pipes to access installation. While carrying a 20' extension ladder with a coworker a few days later, the ladder slipped and twisted							X					
SNB-547848		Collection System Worker	11/26/2012		Employee injured by repetitive use of left knee		X			25		X					

Page Totals :

0	1	0	2	25	0	3	0	0	0	0	0
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Be sure to transfer these totals to the Summary page (Form 300A) before you post it.

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Print Date: 1/24/2013



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 4, 2013

MEMO TO: Board of Directors - Union Sanitary District

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

SUBJECT: Agenda Item No. 14 - Meeting of February 11, 2013
**TENTATIVE AGENDA FOR THE BOARD RETREAT TO BE
HELD MARCH 4, 2013.**

Recommendation

None. Information only.

Background

A Board of Directors Retreat and Discussion Session has been scheduled for Monday March 4, 2013 at 6:30 p.m. The session will be held in the Centerville Conference Room, upstairs in the main Administration Building.

The most significant portion of time during the retreat will be devoted to looking at initiatives, projects and future strategic direction of the District as it relates to sustainability and stewardship of the environment. This is in preparation for upcoming strategic planning efforts by staff. A variety of other topics will also be briefly addressed as time allows.

Attached is a tentative agenda. The Board is requested to identify any additional topics they wish to discuss at the retreat.

BOARD OF DIRECTORS RETREAT AND DISCUSSION SESSION

MARCH 4, 2012
6:30 P.M. – 9:30 P.M.

Tentative Agenda

1. Seismic Retrofit Work at USD (Jesse)
2. Long Range Planning
 - a. Wet Weather Flow Management Issues and Options
 - b. New CIP Projects:
 - c. Staffing Needs Going Forward
3. Organizational Philosophy – Approach to being green and sustainability
 - a. Potential Green Energy Projects
 - b. Sustainability in Future projects and operations.
 - c. Recycled Water
 - d. Storm Water Diversion
 - e. Ammonia Removal
4. Future Rates and Proposition 218 Notices
5. Level of Information to Board – check-in
6. Training Opportunities
7. Future Workshops for Board.
 - a. PEPRA (Pension Reform)
 - b. Unclassified and Management Benefits
 - c. Public Outreach Programs
 - d. USD Website and Social Media
8. Strategic Planning
9. Presentations to City Councils

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Check No.	Date	Invoice No.	Vendor	Description	Invoice Amt	Check Amt
149443	1/31/2013	102202	EVANS BROTHERS INC	INKA DEMOLITION	\$348,437.91	\$348,437.91
149359	1/24/2013	2807	EAST BAY DISCHARGERS AUTHORITY	O&M ASSESSMENT, JAN-MAR 2013	\$256,427.37	\$256,427.37
149481	1/31/2013	380.2	W. R. FORDE ASSOCIATES	MISC SPOT REPAIRS PHASE IV	\$140,124.48	\$140,124.48
149422	1/31/2013	800374.10	ANDERSON PACIFIC ENG CONST INC	THICKENER 3 AND 4 REHABILITATION	\$106,499.92	\$106,499.92
149367	1/24/2013	800311.18	GSE CONSTRUCTION CO INC	BOYCE ROAD LIFT STATION	\$96,115.00	\$96,115.00
149353	1/24/2013	201002228	COVELLO GROUP INC	PRIMARY CLARIFIERS 1 - 4 REHABILITATION	\$13,382.50	\$61,812.03
	1/24/2013	20120195		INKA DEMOLITION	\$15,774.50	
	1/24/2013	20120242		MISC. SPOT REPAIRS PHASE 4	\$12,213.50	
	1/24/2013	201103312		THICKENER 3 AND 4 REHABILITATION	\$9,141.28	
	1/24/2013	20120252		RAS PUMP STATION & HEADWORKS EMERGENCY	\$3,372.75	
	1/24/2013	201002825		SUBSTATION NO. 1 REPLACEMENT	\$1,099.50	
	1/24/2013	201200410		SFPUC AT MISSION BLVD & I-680	\$1,387.00	
	1/24/2013	20120224		COGENERATION PROJECT	\$5,441.00	
149475	1/31/2013	30101815	SYNAGRO TECHNOLOGIES	DECEMBER 2012 BIOSOLIDS DISPOSAL	\$54,407.82	\$54,407.82
149379	1/24/2013	800366.9	MONTEREY MECHANICAL CO	FORCE MAIN IMPROVEMENT	\$45,787.64	\$45,787.64

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149389	1/24/2013	170120130109	PACIFIC GAS AND ELECTRIC	SERV TO 12/19/12 PLANT	\$27,557.98	\$28,890.88
	1/24/2013	140120130107		SERV TO 01/04/13 IRVINGTON PS	\$26.60	
	1/24/2013	102720130105		SERV TO 01/04/13 BOYCE RD PS	\$1,306.30	
149429	1/31/2013	102168	CDW GOVERNMENT LLC	EMC SAN EXPANSION OF 10 DRIVES	\$19,164.65	\$19,164.65
149440	1/31/2013	379	DW NICHOLSON CORP	HEADWORKS RECYCLE GATE INSTALL	\$12,023.00	\$13,872.52
	1/31/2013	708		SERVICE TO RACK OUT BLOWER 10	\$1,849.52	
149387	1/24/2013	27013	OWEN EQUIPMENT SALES	REBUILD BLOWER ON #292	\$13,653.35	\$13,653.35
149373	1/24/2013	9017313159	KEMIRA WATER SOLUTIONS, INC.	8.44 DRY TONS FERROUS CHLORIDE	\$6,360.70	\$12,291.82
	1/24/2013	9017312813		7.87 DRY TONS FERROUS CHLORIDE	\$5,931.12	
149455	1/31/2013	38578	JACK DOHENY SUPPLIES, INC.	VACTOR RENTAL - 11/28 - 12/17/12	\$12,006.00	\$12,006.00
149441	1/31/2013	5200153185	EMC2	EMC SAN ANNUAL MAINTENANCE CONTRACT	\$9,779.73	\$11,110.93
	1/31/2013	5200153186		EMC SAN ANNUAL MAINTENANCE CONTRACT	\$1,331.20	
149396	1/24/2013	13011064	SCADA SUPPORT GROUP	DECEMBER 12 CONSULTING	\$9,818.33	\$9,818.33
149477	1/31/2013	529649	UNIVAR USA INC	4,988 GALS SODIUM HYPOCHLORITE	\$2,461.11	\$9,758.60
	1/31/2013	529875		5,010 GALS SODIUM HYPOCHLORITE	\$2,471.98	
	1/31/2013	531380		4,791 GALS SODIUM HYPOCHLORITE	\$2,363.91	
	1/31/2013	532628		4,989 GALS SODIUM HYPOCHLORITE	\$2,461.60	

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149393	1/24/2013	110	RGM & ASSOCIATES	PRIMARY CLARIFIERS 1 - 4 REHABILITATION	\$-2,173.25	\$7,508.25
	1/24/2013	114		PRIMARY CLARIFIERS 1 - 4 REHABILITATION	\$1,041.00	
	1/24/2013	113		PRIMARY CLARIFIERS 1 - 4 REHABILITATION	\$2,768.50	
	1/24/2013	112		PRIMARY CLARIFIERS 1 - 4 REHABILITATION	\$1,505.50	
	1/24/2013	111		PRIMARY CLARIFIERS 1 - 4 REHABILITATION	\$4,366.50	
149409	1/24/2013	532403	UNIVAR USA INC	5,009 GALS SODIUM HYPOCHLORITE	\$2,471.48	\$7,384.42
	1/24/2013	529143		4,990 GALS SODIUM HYPOCHLORITE	\$2,456.47	
	1/24/2013	528810		4,990 GALS SODIUM HYPOCHLORITE	\$2,456.47	
149391	1/24/2013	1215	QUANTUM RESOLVE INC	HANSEN 8 UPGRADE	\$7,343.22	\$7,343.22
149414	1/24/2013	2022787	WEST YOST & ASSOCIATES	NEWARK FLAT TOPS AREA SEWER RELOCATION	\$6,953.54	\$6,953.54
149398	1/24/2013	5368370	SIGNET TESTING LABS INC	MISC SPOT REPAIRS PHASE 4	\$6,424.25	\$6,424.25
149357	1/24/2013	XJ29PC9P1	DELL MARKETING LP C/O DELL USA	2 Q2 LAPTOPS	\$5,378.01	\$5,378.01
149390	1/24/2013	122712	PROSAFE	32 HRS INSPECTIONS & 20 HRS SPCC	\$5,200.00	\$5,200.00
149406	1/24/2013	2089	CITY OF UNION CITY	2013 HAZ MAT FEES, PERMIT FEES	\$4,766.00	\$4,766.00
149411	1/24/2013	20643	VALLEY OIL COMPANY	3 DRS MOBIL PEGASUS 805 OIL	\$2,796.72	\$4,317.57
	1/24/2013	20659		60 TUBES GREASE & 2 DRS XLD 15/40 OIL	\$1,520.85	
149474	1/31/2013	211296000	STEVEN ENGINEERING INC	2 PHOENIX WIRELESS SYSTEMS & PARTS	\$3,492.36	\$3,492.36
149446	1/31/2013	7284	FREMONT ENGINEERS INC	SURVEYING	\$3,353.00	\$3,353.00
149395	1/24/2013	6639	BINH SAN	REFUND # 16234	\$3,300.00	\$3,300.00

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149432	1/31/2013	6602	CON-QUEST CONTRACTORS, INC	REFUND # 16240	\$3,300.00	\$3,300.00
149336	1/24/2013	5824801	ABC IMAGING, INC.	HEADWORKS AND EMERGENCY OUTFALL IMPROV	\$1,094.06	\$3,123.55
	1/24/2013	5824802		RAS PUMP STATION IMPROVEMENTS	\$194.84	
	1/24/2013	5824803		THICKENER CONTROL BLDG INTERIM INPROV	\$1,080.78	
	1/24/2013	5810938		RAS PUMP STATION IMPROVEMENTS	\$753.87	
149352	1/24/2013	596345	CONTROLWORX LLC	WATERCHAMP SERVICE/REPAIR	\$3,099.00	\$3,099.00
149418	1/31/2013	58768	3T EQUIPMENT COMPANY INC	6 PIPEPATCH KIT - WINTER	\$3,021.76	\$3,021.76
149479	1/31/2013	23867	VOX NETWORK SOLUTIONS INC	NORTEL PBX ANNUAL SOFTWARE SUPPORT	\$3,001.92	\$3,001.92
149415	1/24/2013	8548	WESTERN MACHINE & FAB INC	SST SLEEVE FOR WAS PUMP	\$251.28	\$2,676.63
	1/24/2013	8549		MFG SOCKET TO FIT NUT & 1" RATCHET	\$677.35	
	1/24/2013	8550		10 PHENOLIC BRACE SUPPORT	\$1,748.00	
149388	1/24/2013	204135	PACHECO BROTHERS GARDENING INC	LANDSCAPE MAINTENANCE SERVICES -JAN 2013	\$1,468.00	\$2,523.00
	1/24/2013	204136		WEED ABATEMENT WORK JAN 2013	\$1,055.00	
149372	1/24/2013	6686	J&G BUILDING PARTNERS	REFUND # 16236	\$2,500.00	\$2,500.00
149472	1/31/2013	20130129	PAUL SIMMONS	COMPUTER NOTE	\$2,233.05	\$2,233.05
149400	1/24/2013	20121231	STATE BOARD OF EQUALIZATION	SALES & USE TAX 10/12-12/12	\$2,004.00	\$2,004.00

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149460	1/31/2013	44612292	MCMASTER SUPPLY INC	10 EA UNTHREADED PIPE FITTINGS	\$39.09	\$1,684.96
	1/31/2013	44852267		CREDIT: ASTD PARTS & MATERIALS ON INV 44322737	\$-310.20	
	1/31/2013	44674430		10 EA GREASE FITTINGS & 10 EA THREADED PIPE FITTING	\$111.00	
	1/31/2013	44879853		4 EA STAINLESS STEEL YOR-LOK TUBE FITTINGS	\$39.99	
	1/31/2013	44879852		3 EA PUNCHES	\$86.60	
	1/31/2013	44892836		10 EA LOW-PRESSURE BRASS THREADED PIPE FITTINGS	\$17.20	
	1/31/2013	45005570		ASTD PARTS & MATERIALS	\$62.21	
	1/31/2013	44860594		1 EA HOSE & TUBE CUTTER AND STAINLESS STEEL MULTI	\$144.76	
	1/31/2013	45081814		1 EA ROLLER HANGER	\$22.27	
	1/31/2013	44860595		12 EA STAINLESS STEEL STUD ANCHORS FOR CONCRETE	\$57.19	
	1/31/2013	44674431		55 GALLONS SIMPLE GREEN CLEANER	\$703.91	
	1/31/2013	44870904		1 EA ALUMINUM DOCK-MOUNT WALK-THROUGH LADDER	\$573.34	
	1/31/2013	45005142		4 EA MULTIPURPOSE ALUMINUM	\$137.60	
149464	1/31/2013	326RGLRVO	ORCHID EVENT SOLUTIONS	PREPAY HOTEL FOR CWEA: LOUIS RIVERA	\$813.68	\$1,627.36
	1/31/2013	326RMN95		PREPAY HOTEL FOR CWEA: D. STRASBURG	\$813.68	
149451	1/31/2013	135	HEE ENVIRONMENTAL ENG LLC	12 EA SPRING ISOLATORS	\$1,366.36	\$1,366.36
149368	1/24/2013	12343	HEE ENVIRONMENTAL ENG LLC	12 EA SPRING VIBRATION ISOLATORS	\$1,362.74	\$1,362.74
149345	1/24/2013	914391	CDW GOVERNMENT LLC	2 MTV TRUCK UPS	\$1,349.64	\$1,349.64

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149376	1/24/2013	44450431	MCMaster SUPPLY INC	ASTD PARTS & MATERIALS	\$859.20	\$1,280.45
	1/24/2013	44146031		ASTD PARTS & MATERIALS	\$85.16	
	1/24/2013	44322737		ASTD PARTS & MATERIALS	\$304.23	
	1/24/2013	44167935		1 EA ILLUMINATED MAGNIFIER & 2 REPLACEMENT BULBS	\$31.86	
149423	1/31/2013	268	AUTOMATED NETWORK CONTROLS	SCADA / PLC PROGRAMMING SERVICES	\$420.00	\$1,152.60
	1/31/2013	269		THICKENER 3 AND 4 REHABILITATION	\$732.60	
149392	1/24/2013	8200000006237	RED WING SHOE STORE	SAFETY SHOES - MMT, FMC, CS & EC	\$1,124.39	\$1,124.39
149338	1/24/2013	121205046	AIRTECH MECHANICAL INC	SERVICE CALL: BLDG 70 LAB NO HEAT	\$1,112.33	\$1,112.33
149385	1/24/2013	5330573	NELSON STAFFING SOLUTIONS	TEMP LABOR-GOYENA, L., WKEND 12/23/12	\$1,080.00	\$1,080.00
149404	1/24/2013	181235512	TRENCH PLATE RENTAL COMPANY	BOYCE ROAD LIFT STATION	\$981.40	\$981.40
149371	1/24/2013	7480	IRON MOUNTAIN	OFF-SITE STORAGE AND SERVICES DEC 2012	\$274.79	\$969.04
	1/24/2013	1527		OFF-SITE STORAGE AND SERVICES DEC 2012	\$694.25	
149448	1/31/2013	9035308197	GRAINGER INC	ASTD PARTS & MATERIALS	\$862.08	\$962.32
	1/31/2013	9035308205		2 EA ENCLOSURES	\$59.57	
	1/31/2013	9034772856		4 EA KEYSTOCK	\$40.67	
149350	1/24/2013	20121227	COMMUNICATION & CONTROL INC	UTILITY FEE/ANTENNA RENTAL	\$957.42	\$957.42
149349	1/24/2013	36190	COKER PUMP AND EQUIPMENT	1 GBT POLYMER PUMP REBUILD KIT	\$929.31	\$929.31
149468	1/31/2013	20130129	JOSE RODRIGUES JR	EXP REIMB: CWEA CONFERENCE	\$894.80	\$894.80
149449	1/31/2013	435646	GRANITE CONSTRUCTION COMPANY	10.23 TNS 1/2"HMA64-10R15	\$847.45	\$847.45

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149457	1/31/2013	20130111	LE BEAU BINDERY	11 EA HARD COVER BINDING MINUTE BOOKS	\$825.00	\$825.00
149364	1/24/2013	219951	CITY OF FREMONT	MISC. SPOT REPAIRS PHASE 4	\$802.98	\$802.98
149351	1/24/2013	80768	CONCRETE WALL SAWING CO INC	CORE DRILLING	\$800.00	\$800.00
149342	1/24/2013	587117	BAY AREA NEWS GROUP EAST BAY	RAS PUMP STATION IMPROVEMENTS	\$790.00	\$790.00
149354	1/24/2013	236850	CURTIS & TOMPKINS LTD	17 LAB SAMPLE ANALYSIS	\$790.00	\$790.00
149421	1/31/2013	5069993	ALL INDUSTRIAL ELECTRIC SUPPLY	ASTD PARTS & MATERIALS	\$536.56	\$770.34
	1/31/2013	5070102		16 EA 2" STRUT STRAPS	\$233.78	
149427	1/31/2013	268323	BRENNTAG PACIFIC, INC.	3846 GAL SODIUM HYDROXIDE	\$731.54	\$731.54
149360	1/24/2013	767652	EVERGREEN ENVIRONMENTAL SERVC	HAZMAT DISPOSAL	\$665.00	\$714.00
	1/24/2013	767365		HAZ MAT - USED ANTIFREEZE	\$49.00	
149407	1/24/2013	27935	CITY OF UNION CITY	ANNUAL FIRE OPERATIONAL PERMIT	\$696.00	\$696.00
149467	1/31/2013	988063	ROCHESTER MIDLAND CORPORATION	HOT WATER LOOP SERVICE	\$685.90	\$685.90
149461	1/31/2013	5331139	NELSON STAFFING SOLUTIONS	TEMP LABOR-GOYENA, L., WKEND 12/30/12	\$648.00	\$648.00
149447	1/31/2013	20130130	ROSLYN FULLER	TRAVEL REIMB: CAPPO CONFERENCE, NAPA	\$634.29	\$634.29
149403	1/24/2013	24052	THOMAS S BARRON	3.75 HRS OF CONSULTING SERVICES	\$618.75	\$618.75
149408	1/24/2013	91869	UNITED CONTRACTORS	2013 ASSOCIATE DUES	\$617.00	\$617.00
149348	1/24/2013	28613	CLAREMONT BEHAVIORAL SERVICES	FEBRUARY 2013 EAP PREMIUM	\$616.40	\$616.40
149469	1/31/2013	20130129.2	ADRIANNE ROLETTO	EXP REIMB: 2012 HOLIDAY POTLUCK	\$186.80	\$612.56
	1/31/2013	20130129.1		EXP REIMB: 2012 HOLIDAY POTLUCK	\$425.76	

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149480	1/31/2013	8052613355	VWR INTERNATIONAL LLC	5 FLASK ERLLENMEYER 1000ML 34/45	\$169.73	\$604.58
	1/31/2013	8052613356		1 IODEINE 0.0282 32OZ	\$19.93	
	1/31/2013	8052610281		2 CS CAP SNAP LID & 2 PKS TUBE HYDROGEN	\$293.70	
	1/31/2013	8052622098		3 DIPPER HANDLE 6FT 16OZ	\$121.22	
149337	1/24/2013	9906897376	AIRGAS NCN	CYLINDER RENTAL	\$584.31	\$584.31
149341	1/24/2013	3986283	AT&T	SERV: 12/01/12-12/31/12	\$566.31	\$566.31
149452	1/31/2013	600526057	HILLYARD/SAN FRANCISCO	2 CS FACIAL TISSUE & 1 CS BOWLS	\$170.50	\$553.85
	1/31/2013	600529401		3 CS PAPER PLATES	\$383.35	
149417	1/24/2013	65801791	XEROX CORPORATION	MTHLY MAINTENANCE BASED ON USE	\$5.78	\$551.81
	1/24/2013	65801792		MTHLY MAINTENANCE BASED ON USE	\$245.51	
	1/24/2013	65801789		MTHLY MAINTENANCE BASED ON USE	\$71.11	
	1/24/2013	65801790		MTHLY MAINTENANCE BASED ON USE	\$52.87	
	1/24/2013	65801785		MTHLY MAINTENANCE BASED ON USE	\$176.54	
149362	1/24/2013	9231	FREMONT EXPRESS COURIER SVC	COURIER SERVICES: DEC 2012	\$540.00	\$540.00
149413	1/24/2013	20130122	WASTEWATER TECHNOLOGY TRAINERS	UNDERSTANDING CHEMISTRY - FORTNER	\$535.00	\$535.00
149482	1/31/2013	20130114	WASTEWATER TECHNOLOGY TRAINERS	UNDERSTANDING CHEMISTRY - LOPEZ, A	\$535.00	\$535.00
149358	1/24/2013	6772	HELEN DROBSHOFF	REFUND # 16235	\$500.00	\$500.00
149374	1/24/2013	7146	LOOKINGPOINT INC	MONTHLY PREMIER SUPPORT AGRMT- JAN 2013	\$500.00	\$500.00

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149430	1/31/2013	44566828	CINTAS FIRE PROTECTION	INSPECTION,QTRLY,SPRINKLER SYSTEM WET	\$250.00	\$500.00
	1/31/2013	44566939		INSPECTION,QTRLY,SPRINKLER SYSTEM WET	\$250.00	
149450	1/31/2013	3F9259	HARRINGTON INDUSTRIAL PLASTICS	ASTD PARTS & MATERIALS	\$451.75	\$451.75
149433	1/31/2013	20130129	CWEA-NRTC	CONFERENCE REG: W. COGGINS	\$450.00	\$450.00
149434	1/31/2013	20130124	CWEA-NRTC	CONFERENCE REG: L. SIMMERS	\$450.00	\$450.00
149346	1/24/2013	44058427	CINTAS FIRE PROTECTION	FIRE ALARM DEFICIENCY REPAIR	\$440.00	\$440.00
149347	1/24/2013	38757	CITYLEAF INC	PLANT MAINTENANCE - JAN 2013	\$437.13	\$437.13
149431	1/31/2013	20130129	WADE COGGINS	EXP REIMB: CWEA CONFERENCE AIR PORT PARKING	\$51.44	\$437.03
	1/31/2013	20130124.1		EXP REIMB: CWEA CONFERENCE AIRFARE	\$177.80	
	1/31/2013	20130124		EXP REIMB: CWEA CONFERENCE AIRFARE - M. COSTELLO	\$207.79	
149382	1/24/2013	84931714	NAPA VALLEY MARRIOTT HOTEL	PREPAY LODGING FOR P3S CONF FOR M. AUER	\$431.17	\$431.17
149383	1/24/2013	85168064	NAPA VALLEY MARRIOTT HOTEL	PREPAY LODGING FOR P3S CONF FOR J. MENDOZA	\$431.17	\$431.17
149384	1/24/2013	84932600	NAPA VALLEY MARRIOTT HOTEL	PREPAY LODGING FOR P3S CONF FOR M. DUNNING	\$431.17	\$431.17
149378	1/24/2013	221627	MOBILE MODULAR MANAGEMENT CORP	MOBILE MODULAR OFFICE	\$430.45	\$430.45
149412	1/24/2013	8052600696	VWR INTERNATIONAL LLC	2 BDH BUFFER PH 7 YELLOW 4L CUBE	\$116.35	\$427.49
	1/24/2013	8052587736		1 PROBE THRMO & 2 ANTI FOAM B 500ML	\$311.14	
149442	1/31/2013	207443	ENVIRONMENTAL PRODUCTS AND	2 VACTOR TRUCK PARTS	\$415.02	\$415.02
149402	1/24/2013	26693	THOMAS AND ASSOCIATES	ASTD PARTS & MATERIALS	\$403.00	\$403.00

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149375	1/24/2013	3695565	MALLORY SAFETY AND SUPPLY LLC	15 BOXES GLOVES	\$213.05	\$394.43
	1/24/2013	3695325		4 PR MENS BOOTS	\$181.38	
149394	1/24/2013	2196976001	S & S SUPPLIES & SOLUTIONS	20 BXS MASKS BREATHING EXHALE VALVE	\$382.38	\$382.38
149453	1/31/2013	1	STEPHANIE HUGHES, CHE P.E.	P2 PROGRAM SUPPORT	\$371.25	\$371.25
149476	1/31/2013	20130124	TIMOTHY TEALE	EXP REIMB: 2013 SSPC CONFERENCE	\$364.16	\$364.16
149437	1/31/2013	12613	DIGITAL CONCRETE ENTERPRISES,	SCAN SPLITTER BOX LOCATION FOR 6" HOLE	\$356.25	\$356.25
149366	1/24/2013	867478	GROENIGER AND COMPANY	ASTD PARTS & MATERIALS	\$344.68	\$344.68
149405	1/24/2013	13169061	TRI DIM FILTER CORPORATION	155 TRI-DEK 15/40 2 PLY PADS	\$331.22	\$331.22
149473	1/31/2013	15033	SPEEDY JANITORIAL REPAIR INC	REPAIR ELECTROLUX LVX SPOT EXTRACTOR	\$22.50	\$327.50
	1/31/2013	15030		REPAIR ADVANCE AQUACLEAN	\$305.00	
149397	1/24/2013	901054650	SIEMENS WATER TECHNOLOGY	DI WATER SERVICE	\$300.00	\$300.00
149445	1/31/2013	82	FORMULA DESIGN	USD WEB MAINTENANCE	\$300.00	\$300.00
149377	1/24/2013	90658548	METAL SUPERMARKETS	ASTD METAL PRODUCTS	\$112.27	\$295.69
	1/24/2013	90658576		ASTD METAL PRODUCTS	\$101.75	
	1/24/2013	90658606		60 INCHES SS RD TUBE SMLS 304	\$81.67	
149454	1/31/2013	103815121	IRON MOUNTAIN	DATA/MEDIA OFF-SITE STORAGE - DEC 2012	\$265.92	\$265.92
149459	1/31/2013	114789	MAZZEI INJECTOR	6 EA MAZZEI INJECTORS	\$256.96	\$256.96
149386	1/24/2013	30169321	OLDCASTLE ENCLOSURE SYSTEMS	1 EA MANHOLE FRAME & GRATE	\$253.57	\$253.57

**UNION SANITARY DISTRICT
CHECK REGISTER
01/19/2012-02/01/2013**

Check No.	Date	Invoice No.	Vendor	Description	Invoice Amt	Check Amt
149465	1/31/2013	20130129	MARY PEDRO	EXP REIMB: SONY CYBERSHOT	\$118.68	\$230.26
	1/31/2013	20130124		THICKENER CONTROL BUILDING IMPROVEMENTS	\$111.58	
149425	1/31/2013	9685740	BLAISDELL'S	ASTD OFFICE SUPPLIES	\$16.51	\$226.84
	1/31/2013	9681560C		ASTD OFFICE SUPPLIES	\$-96.35	
	1/31/2013	9681780		ASTD OFFICE SUPPLIES	\$59.74	
	1/31/2013	9685560		ASTD OFFICE SUPPLIES	\$76.24	
	1/31/2013	9681560		ASTD OFFICE SUPPLIES	\$170.70	
149361	1/24/2013	20130117	YIN FANG	EXP REIMB: CWEA MEMBERSHIP & LAB ANALYST CERTIFI	\$225.00	\$225.00
149343	1/24/2013	9673250	BLAISDELL'S	ASTD OFFICE SUPPLIES	\$59.56	\$200.44
	1/24/2013	9667960		ASTD OFFICE SUPPLIES	\$140.88	
149466	1/31/2013	20130128	JOHN POWELL	EXP REIMB: CWEA CONFERENCE AIRFARE	\$197.80	\$197.80
149439	1/31/2013	20130124	MICHAEL DUNNING	EXP REIMB: SAFETY RECOGNITION LUNCH	\$193.53	\$193.53
149435	1/31/2013	20130123.2	CWEA-NRTC	MEMBERSHIP RENEWAL: D. CHRISTOPHER	\$187.00	\$187.00
149483	1/31/2013	20130124	WEF-WATER ENVIRONMENT FEDERATI	WEF MEMBERSHIP L SIMMERS	\$187.00	\$187.00
149458	1/31/2013	3696920	MALLORY SAFETY AND SUPPLY LLC	2 PR RUBBER BOOTS	\$90.90	\$181.80
	1/31/2013	3696949		2 PR BOOTS	\$90.90	
149355	1/24/2013	20130123	CWEA-NRTC	MEMBERSHIP RENEWAL - W. COGGINS	\$179.00	\$179.00
149426	1/31/2013	20130124	LAURIE BRENNER	EXP REIMB: AIRFARE CWEA CONFERENCE	\$177.80	\$177.80
149424	1/31/2013	15546500	BECK'S SHOES	SAFETY SHOES - J. ARROYO	\$175.62	\$175.62

**UNION SANITARY DISTRICT
CHECK REGISTER
01/19/2012-02/01/2013**

Check No.	Date	Invoice No.	Vendor	Description	Invoice Amt	Check Amt
149344	1/24/2013	20130117.1	LAURIE BRENNER	EXP REIMB: REGISTRATION CWEA ANNUAL BANQUET	\$55.00	\$167.68
	1/24/2013	20130117		EXP REIMB: INDUSTRIAL WASTE TREATMENT COURSE	\$112.68	
149401	1/24/2013	429372320	TELEPACIFIC COMMUNICATIONS	WIRELESS INTERNET BACKUP - JANUARY	\$159.00	\$159.00
149484	1/31/2013	20130124	JASON YEATES	EXP REIMB: CWEA TEST FEE EC GRADE 2	\$150.00	\$150.00
149356	1/24/2013	20130123.1	CWEA-NRTC	MEMBERSHIP RENEWAL -C. COURTEMANCHE	\$140.00	\$140.00
149363	1/24/2013	53123118453	FREMONT URGENT CARE CENTER	1 EMPLOYEE EXAM	\$69.60	\$138.83
	1/24/2013	53123119172		1 EMPLOYEE EXAM	\$69.23	
149370	1/24/2013	265007190	IDEXX DISTRIBUTION INC	1CS IDEXX 120 ML THIOSULFATE VESSELS	\$135.76	\$135.76
149369	1/24/2013	600520214	HILLYARD/SAN FRANCISCO	2 CS JOY SOAP	\$127.79	\$127.79
149340	1/24/2013	314107	ALL WAYS TOWING & TRANSPORT	TOW SERVICE - 2005 STERLING 2 AXLE & 2001 FORD	\$125.00	\$125.00
149444	1/31/2013	116929	FASTENAL	ASTD PARTS & MATERIALS	\$121.76	\$121.76
149471	1/31/2013	768859541	SHARP BUSINESS SYSTEMS	MTHLY MAINTENANCE BASED ON USE	\$115.71	\$115.71
149456	1/31/2013	20130129	TODD JACOB	EXP REIMB: HANSEN 8 UPGRADE TRNG & MEETING EXPE	\$84.32	\$84.32
149339	1/24/2013	5069815	ALL INDUSTRIAL ELECTRIC SUPPLY	5 STRUT STRAPS STAINLESS	\$76.05	\$76.05
149462	1/31/2013	20130128	SHAWN NESGIS	EXP REIMB: CS SAFETY RECOGNITION - JANUARY 2013	\$75.00	\$75.00
149478	1/31/2013	1154677446	VERIZON WIRELESS	WIRELESS SERV 12/13-01/12/13	\$73.14	\$73.14
149380	1/24/2013	20130123	MICHAEL MOSLEY	EXP REIMB: MILEAGE FOR TRANING AT DELTA DIABLO	\$62.76	\$62.76
149438	1/31/2013	615320130118	DISH NETWORK	FEB 2013 - SERVICE FEE	\$61.86	\$61.86
149416	1/24/2013	20130123	WILSON WONG	EXP REIMB: MILEAGE ELECTRICAL TRAINING	\$58.99	\$58.99

**UNION SANITARY DISTRICT
CHECK REGISTER
01/19/2012-02/01/2013**

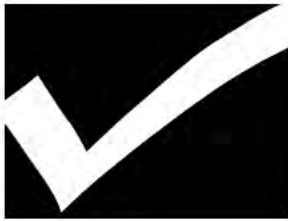
Check No.	Date	Invoice No.	Vendor	Description	Invoice Amt	Check Amt
149399	1/24/2013	20130121	LARRY SIMMERS	EXP REIMB: CWEA AWARDS DINNER	\$55.00	\$55.00
149463	1/31/2013	20130131.2	PAT O'NEAL	EXP REIMB: MILEAGE TO ORO LOMA FOR HR FORUM	\$10.90	\$52.88
	1/31/2013	20130131.1		EXP REIMB: REGIS & MILEAGE FOR NCC-IPMA SEMINAR	\$41.98	
149436	1/31/2013	20130128	CWEA-NRTC	SEMINAR REG: L. BRENNER	\$50.00	\$50.00
149428	1/31/2013	950195	STATE OF CALIFORNIA	NEW HIRE FINGERPRINTS	\$32.00	\$32.00
149470	1/31/2013	85340220130122	SAN FRANCISCO WATER DEPT	SERVICE 12/20/12 TO 01/18/13	\$30.70	\$30.70
149365	1/24/2013	9030291729	GRAINGER INC	1 EA CLOCK	\$24.29	\$24.29
149419	1/31/2013	9011547974	AIRGAS NCN	ASTD PARTS & MATERIALS	\$24.08	\$24.08
149381	1/24/2013	24793159	MOTION INDUSTRIES INC	ASTD BEARING & OIL SEALS	\$22.27	\$22.27
149410	1/24/2013	9853522	UPS - UNITED PARCEL SERVICE	SHIPPING CHARGES W/E 12/29/12	\$18.47	\$18.47
149420	1/31/2013	4047286120130115	ALAMEDA COUNTY WATER DISTRICT	SERV TO: 01/15/13- PASEO PADRE	\$14.93	\$14.93

Invoices:

Credit Memos :	3	-2,579.80
\$0 - \$1,000 :	156	46,660.97
\$1,000 - \$10,000 :	52	167,171.93
\$10,000 - \$100,000 :	11	322,085.94
Over \$100,000 :	4	851,489.68
Total:	226	1,384,828.72

Checks:

\$0 - \$1,000 :	100	38,605.11
\$1,000 - \$10,000 :	34	125,621.29
\$10,000 - \$100,000 :	11	369,112.64
Over \$100,000 :	4	851,489.68
Total:	149	1,384,828.72



16. Committee Meeting Reports

Meeting of February 11, 2013

There are no written materials for this item.



17. General Manager's Report

Meeting of February 11, 2013

There are no written materials for this item.



18. Other Business

Meeting of February 11, 2013

There are no written materials for this item.



19. Adjournments

Meeting of February 11, 2013

19. Adjournment – The Board will adjourn to a Closed Session to discuss Contract Negotiations with SEIU Local 1021 (Calif. Govt. Code Section 54957.6). Negotiating Team Members Richard Currie, Judi Berzon and Glenn Berkheimer of IEDA may attend this session.

The Board will then adjourn to a Closed Session to discuss the recruitment of a Deputy General Manager (Calif. Govt. Code Section 94957(b)).

The Board will then adjourn to a Closed Session to discuss the Performance Evaluation of the General Manager for 2012, (Calif. Govt. Code 94957(b)).

The Board will then adjourn to the next Regular Meeting on February 25, 2013 at 7:00 p.m. in the Boardroom.

ENERGY

Sewage now a hot geothermal idea

WASTEWATER CAN BE RELIABLE SOURCE

By ANDREW MAYKUTH
Philadelphia Inquirer

PHILADELPHIA — Among the many renewable energy sources — wind, solar, hydroelectric, bio-fuels — there is one to which we all contribute that has not yet managed to attract the romantic advocates who have embraced other forms of green energy.

We're speaking about the gray river of warmth flowing right beneath our feet: sewage.

A Philadelphia company, NovaThermal Energy LLC, wants to heat and cool buildings by tapping into the constant, guaranteed heat contained in wastewater in what is called a sewage-geothermal process.

"It's just like geothermal energy, but we're using a different well source, so to speak," said Elinor Haider, NovaThermal's chief executive.

Public officials cut the ribbon earlier this month on NovaThermal's first project, a pilot plant at Philadelphia's Southeast Wastewater Treatment Plant. NovaThermal is planning to install a sec-

ond, commercial-size project later this year at a sewage treatment plant in Camden, N.J.

Haider said the initial projects are located at treatment plants only because they are public buildings with abundant sources of wastewater. But, she added, the company plans to market its patented Chinese technology to any large building located near a major sewer trunk line that contains a steady flow of wastewater still warm from its previous use.

In China, where the technology was pioneered, several large buildings have successfully employed the technology for heating and air conditioning. These sites include a hotel and a 1 million-square-foot train station in Beijing, and a 450,000-square-foot high-rise apartment building in Tianjin, China's third-largest city.

Wastewater picks up heat from a number of sources, including dishwashers, showers and industrial processes, said Jimmy W. Wang, NovaThermal's chief engineer. There's also the "biomatter"

SEWAGE | Page D2



Clem Murray Philadelphia Inquirer

A sewage-geothermal pilot project by NovaThermal Energy at Philadelphia's Southeast Wastewater Treatment Plant draws wastewater from an intake pipe, foreground, and uses its heat as an energy source.

See Back

Sewage:

Unlike rival, pilot project uses existing sewer lines

FROM PAGE D1

that still contains heat, Wang said during a visit to the project last week, although he used more scatological terminology.

During the winter, sewage is about 60 degrees, and in summer it can exceed 75 degrees.

That's plenty of energy that can be extracted through a conventional heat pump.

Haider said the technology is more efficient and cost-effective than traditional geothermal systems, in which water wells are drilled deep into the bedrock to capture heat from the earth.

The Philadelphia pilot project, which is funded by a \$150,000 federal stimulus grant, is expected to reduce energy costs 40 percent, she said. It is expected to pay for itself in eight years, though full-scale projects would have a quicker return on investment.

But the sewage-geothermal process has some image challenges. Haider said she must remind squeamish prospects that their buildings already contain sewer systems, so piping the stuff in for a quick passage through a heat pump is no big deal.

For Haider, a mother of three and a former city development official with an MBA from the University of Pennsylvania's Wharton School, her current line of work is the source of some interesting conversations.

"There's a lot of potty talk at my family table," she said.

NovaThermal is not the only company marketing a sewage-geothermal process. A Swiss company, Rabtherm Energy Systems AG, is

promoting a patented idea that involves piping water through a network of embedded tubes inside concrete sewer mains. The water captures heat from passing wastewater.

Rabtherm's process involves replacing public sewer mains. NovaThermal's technology taps into existing sewer lines and diverts some flow into a heat exchanger.

"The competitiveness that we offer, on the cost side of the things, is that we're using infrastructure that's already in the ground," Haider said.

NovaThermal's process was developed by Jin Da Di Energy Engineering and Technology Co. Ltd. in Tianjin.

"It's very unusual to see Chinese technology

transfer this direction," Haider said. "Usually, it's reversed."

Wang, NovaThermal's chief engineer, managed public water projects, including construction of a 150-mile canal to deliver fresh water to Tianjin's 12 million residents, before he was recruited to help sell the sewage-geothermal process outside China.

The critical, proprietary part of the NovaThermal process is a device that filters the sewage before it flows through the heat pump, removing larger debris that might damage the pump.

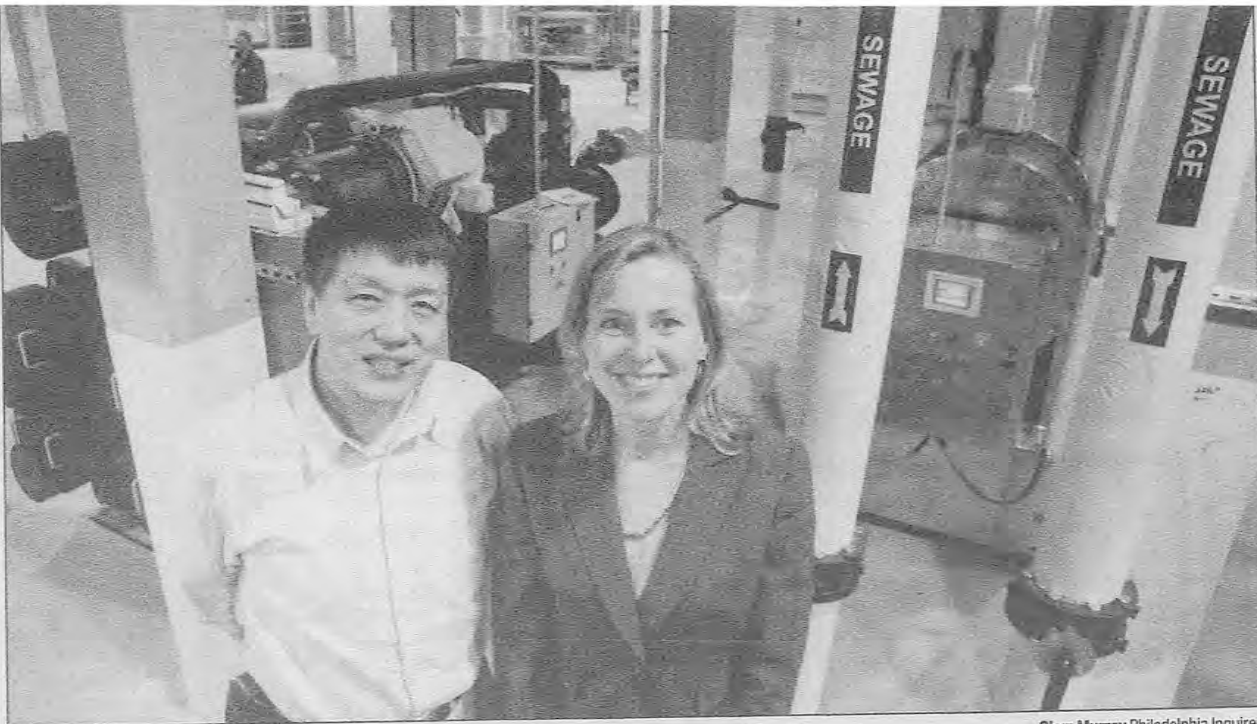
Chinese translators labeled the cylindrical device the "Anti-Block Machine." The machine automatically squirts a quarter-inch

screen with jets of water to prevent buildup of "dirt and filth material," according to the patent information filed with the World Intellectual Property Organization.

Last week, Matt Moses, building supervisor of the Southeast Wastewater plant, surveyed the machinery, bathed in fluorescent lights in the basement of the plant's 20,000-square-foot compressor building, which now gets all its heat from the wastewater contained in vast tanks outside.

Moses said it's well known that sewage is warm.

"You can see the steam rising from it in the winter," he said. "I'm surprised nobody thought about this sooner."



Clem Murray Philadelphia Inquirer

NovaThermal Energy's management team – chief engineer Jimmy Wang and CEO Elinor Haider – guide the Philadelphia startup in its use of Chinese sewage-geothermal technology. Haider acknowledges the wastewater method's image hurdle: "There's a lot of potty talk at my family table."

LOCAL NEWS



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CASTRO VALLEY SANITARY DISTRICT

Sewer fee hike is on the table

If approved, cost would rise 8% in July and 8% again next year

By Rebecca Parr

rparr@bayareanewsgroup.com

CASTRO VALLEY — Residents could see their sewer fees go up 8 percent in July, but they still would pay the second lowest rate in the county.

Currently \$21.67 a month, fees would go up to \$23.42 if the rate hike is approved. The district is

proposing another 8 percent rate increase for the following year, which would push the monthly rate to about \$25.25.

The fee hike is needed to cover costs of some upgrades, said Roland Williams, Castro Valley Sanitary District general manager.

"While 8 percent might seem a lot, when you break it down, it's about a \$20-per-year increase for the average residential user, or about \$1.70 month," he said.

By comparison, San Leandro charges \$29.89 a month, Pleasanton, \$35.57 and Livermore \$39.70.

Hayward's fee varies, up to \$27.27 monthly, based on water usage.

Oro Loma Sanitary District has the lowest residential rate in Alameda County: \$15.75 a month. That will be going up to \$16.25 in July. Oro Loma serves San Lorenzo, Fairview, Ashland, Cherryland and part of San Leandro and Hayward.

CVSan's board will look at the recommendation for the increase at its meeting Tuesday, but will not take a vote until March, when

a public hearing is planned, Williams said.

"We have a \$25 million sewer improvement plan to make sure we have enough capacity for the next 20 years and don't have sewer overflows," Williams said.

The district also will need to pay \$3 million to cover its share of upgrades at the sewage treatment plant it shares with Oro Loma Sanitary District, he said.

"The average sewer charge in

See RATES, Page 2

BY THE NUMBERS

\$21.67 Current monthly Castro Valley sewer fees

\$23.42 Monthly rate if fees go up 8 percent this year

\$25.25 Monthly rate if fees go up another 8 percent in 2014

Rates

Continued from Page 1

Alameda County is about \$500 a year, so we're a little bit more than half of that," Williams said. CVSan's current annual rate is \$260.

"We have the second lowest residential sewer service rate in Alameda County," said Janette Stuart, district administrative services supervisor. About 95 percent of CVSan's cus-

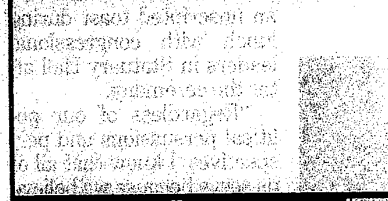
tomers are residential users, she said.

Castro Valley Sanitary District had raised fees for the current year by 3.5 percent, or \$8 annually, from \$252 to \$260.

Tuesday's board meeting begins at 6:30 p.m. at the district office, 21040 Marshall St.

Contact Rebecca Parr at 510-293-2473, follow her at [Twitter.com/rdparr1](https://twitter.com/rdparr1) or read her blog at www.ibabuzz.com/hayword.

TUESDAY, JANUARY 22, 2013



Legal Notice

Legal Notice

Leg

NOTICE INVITING BIDS
Notice is hereby given that sealed bids will be received by the Union Sanitary District in their office located at 5072 Benson Road, Union City, CA 94587-2508, at any time prior to 2:00:00 p.m. on February 28, 2013, for furnishing all labor, materials, equipment, and services for the construction of improvements designated as:

Cogeneration Project 800-359

The Work consists of construction of a new dual-fuel (biogas and natural gas) internal combustion engine cogeneration system and biogas conditioning system. To accomplish this work the contractor will have to complete the work items indicated on the Drawings and Specifications, including but not limited to the following:

- Improve site soil conditions.
- Install new Cogeneration Building with built-in utility trenches.
- Construct interior mezzanine with electrical, control, and storage rooms.
- Install new bridge crane and related items.
- Install new cogeneration engine-generators, remote radiators, heat recovery and exhaust silencer units, ancillary equipment, and related items.
- Connect new heat recovery system to existing Hot Water Loop piping.
- Install Cogeneration Building ventilation system and related items.
- Install new Biogas Conditioning System and related items.
- Connect new Biogas Conditioning System to existing Digester Gas piping.
- Install new cogeneration switchgear, motor control center, programmable logic controller, vendor control panels, and related items.
- Install new 480-volt power feed from existing Switchboard 3 to existing Field Operations Building.
- Install new 480-volt to 12-Kilovolt transformer and tie in to the existing power distribution system at MVSA.
- Modify existing Digester Gas piping at Primary Digesters Nos. 1 through 6, and Secondary Digesters Nos. 1 and 2.
- Demolish existing hydrogen sulfide gas scrubber units located at Primary Digesters Nos. 1 through 6, and Secondary Digesters Nos. 1 and 2.
- Demolish existing Digester Gas Conditioning System equipment, adjacent Control Box, and related items.
- Conduct site survey of all exterior below-grade facilities prior to excavation for new improvements.
- Prepare and submit Record Drawings and Record Specification in electronic format.
- Other miscellaneous improvements as shown and specified.

The successful bidder will have four hundred thirty five (435) calendar days to complete the Project from the Notice to Proceed.

The Engineer's Estimate for this Project is twelve million three hundred thirty thousand dollars (\$12,330,000).

Bids will be publicly opened, examined and declared on said day and hour and will be referred to the District Board of Directors for subsequent action.

Mandatory prebid and mandatory site visit following prebid

A prebid conference will be held at 2:00 p.m. local time, on January 31, 2013 at the District office located at 5072 Benson Road, Union City, CA 94587-2508 and a site visit will be conducted immediately following the prebid conference. Attendance at both the prebid conference and site visit following the conference is mandatory for all contractors submitting a bid. For those who have attended both mandatory prebid conference and site visit, additional site visits can be scheduled if the District is notified 24 hours in advance.

Under California Laws and Regulations the District shall inform all prime contractors of public works, to the extent feasible of relevant public work requirements as listed in Section 00010 of the Contract Documents.

Copies of the Contract Documents are now on file and available for public inspection in the District Office, 5072 Benson Road, Union City, CA 94587-2508. A paper copy of the Contract Documents, including half size drawings, may be purchased at the District Office for a non-refundable \$100 charge, which includes the appropriate State sales tax and UPS Ground shipping costs. Bidders can provide their UPS or FedEx account number for any overnight shipping but the charge will not be discounted. Partial sets of Bid Documents are not available from the District. Bidders may pay for the Contract Documents by sending a check made out to Union Sanitary District, 5072 Benson Road, Union City, CA 94587 or by going to our website: www.ionsanitary.com for payment by VISA or MASTERCARD credit card.

Project information may be viewed at www.ionsanitary.com. Electronic copies of the Contract Documents are available on Compact Discs for a non-refundable \$15 charge, which includes the appropriate State sales tax and UPS Ground shipping costs. Bidders can provide their UPS or FedEx account number for any overnight shipping but the charge will not be discounted. However, all bidders submitting a bid must purchase and receive a paper copy of the Project Manual of the Cogeneration Project, Project No. 800-359 from the District prior to the bid opening date. All submitted bids must be on bid forms included in the purchased paper copy of the Project Manual or subsequent addenda. A bid submitted to the District by a bidder who has not purchased and received a paper copy of the Project Manual of Cogeneration Project, Project No. 800-359, or submitted on bid forms not included in the purchased paper copy of the Project Manual or subsequent addenda shall be considered non-responsive and shall be rejected by the District.

Each bid must conform and be responsive to the invitation, the Plans and Specifications, and all documents comprising the Contract Documents. Each bid shall be presented under sealed cover and shall be accompanied by a certified check or bidder's bond, made payable to the District, in an amount not less than ten percent (10%) of the bid. The said check or bidder's bond shall be given as a guarantee that the successful bidder will execute the contract in conformity with the form of agreement contained within the contract documents, and will furnish bonds and insurance policies as specified within ten (10) days after notification of the award of the Contract to the successful bidder.

Cost for work described in each addenda issued during the time of bidding shall be included in the bid and the addenda shall become a part of the Contract documents.

Bidders shall develop and submit bids at their own expense. The District will not reimburse any costs associated with the development and submittal of any and all Bids.

The District reserves the sole right to reject any and all bids and to waive any informality in a bid.

No bidder may withdraw its bid for a period of one hundred twenty (120) days after the date set for the opening thereof.

At the successful Contractor's option, securities may be substituted for the required retention, in accordance with the provisions of Section 22300 of the State of California Public Contract Code.

In accordance with the provisions of California Public Contract Code Section 3300, the District has determined that the Contractor shall possess, as a minimum, a valid Class A License. In accordance with the provisions of California Business and Professions Code Section 7028.15, a bid submitted to the District by a Contractor who is not licensed in accordance with Chapter 9 of the California Business and Professions Code shall be considered non-responsive and shall be rejected by the District.

The District has applied for a Self-Generating Incentive Program grant that requires approval from PG&E and the Project is dependent on this approval. The District's issuance of the Notice to Proceed to the successful bidder is dependent on approval from PG&E. If PG&E does not provide the reservation confirmation and/or approval of the District's grant application, the District shall have the right to terminate any and all executed agreements, insurance coverage, and bonds, and has the right to cancel the Cogeneration Project. In the event that the District terminates the Contract after Award of the Contract and execution of the Agreement but prior to issuance of the Notice to Proceed, due to the loss of the PG&E funding, the Contractor will be compensated \$10,000 for any and all direct and/or indirect costs that may have been incurred after the submission and opening of the Bids and up to the point of such termination. No further compensation for such termination is allowable under the Contract or will be considered. Furthermore, the District shall not be liable for any costs incurred by any and all bidders (including subcontractors, suppliers, manufacturers, and vendors) and the successful bidder in preparation of the bid estimates and documents submitted to the District.

Questions concerning this project should be directed to:

Union Sanitary District Dr. Manny Fernandez
Attn: Raymond Chiu Secretary of the Board
5072 Benson Road Union Sanitary District
Union City, CA 94587 Date: January 22, 2013
Phone: 510-477-7005
AR #4749916, January 22, 2013

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San Jose poised to approve sweeping environmental plan

by TRACY SEIPEL TSEIPEL@MERCURYNEWS.COM • JAN. 29, 2013

January 29, 2013 2:33 AM GMTUpdated: 01/28/2013 06:31:17 PM PST

SAN JOSE -- The San Jose City Council on Tuesday is poised to take one of its most important environmental votes in decades that over the next 50 years would protect habitat for endangered species even as development continues.

San Jose is the last of six governmental agencies in Santa Clara County to take up the Habitat Conservation Plan, an attempt to balance conservation and construction over five decades. If approved, the plan would affect 506,000 acres, almost 60 percent of the county, and raise \$665 million mostly from developer fees, government agencies, state and federal grants and private donations.

The plan seeks to stop 18 threatened local plant and animal species from becoming extinct, including the Bay checkerspot butterfly, California tiger salamander, California red-legged frog and Western burrowing owl.

If approved, many say it will help ensure that money developers already must provide to offset the damage they do to endangered species will be spent in a more efficient way, with less federal involvement, rather than on a project-by-project basis with a lot more red tape. The local agencies would collect the fees to buy and restore nearby lands to help boost endangered species populations.

While five other cities or agencies approved the sweeping plan in the fall, San Jose's decision was halted by Mayor Chuck Reed after his concerns that development in San Jose would be hurt if the city agreed to the proposal because

some cities nearby wouldn't be held to the stricter standards.

Now that San Jose's issues have been addressed -- and more importantly, are supported by major regional developer and environmental interests -- many believe the modified plan stands a good chance of passage.

The updated plan, Reed said, "eliminates the problems of creating a huge competitive disadvantage for San Jose -- it levels the playing field."

Part of the resolution came about after U.S. Fish and Wildlife Service wrote individual letters to a handful of cities that were not involved in the Habitat Conservation Plan process that began in 2004, and with whom San Jose competes for development.

Letters to Sunnyvale, Santa Clara, Mountain View and Palo Alto advised their officials that large-scale conservation planning along the lines of the Habitat Conservation Plan was preferable to planning individual projects, which is time-consuming and therefore could cause delays.

Sunnyvale Mayor Tony Spitaleri, for one, has objected to the possibility of having to comply with the plan, saying that Sunnyvale should have been at the table before the new plan was being adopted.

For San Jose residents, the plan does a few things, said San Jose's Planning Director Joe Horwedel.

It allows the city to have more certainty as builds major public projects like bridges and a new sewage treatment plant, while maintaining its commitment to be an environmental leader.

"It's one more tool to help protect the hillsides around San Jose and the county from development, and it's providing the dollars and the structure to do that," Horwedel said.

As an example, he pointed to a current project in San Jose's Evergreen area that includes a protected wetland area in the middle of a subdivision. In the past, laws mandated that the wetland area had to be maintained forever. With the Habitat Conservation Plan, he said, the developer's money that would have been spent to protect that piecemeal wetland area would instead be combined to fund larger areas reserved for wetlands.

While Reed's amendments seek to equalize the plan's impact over a wider geographic area in the county, he also wants some high density areas of San Jose such as downtown, North San Jose and urban villages to be exempt from the plan's proposed nitrogen deposition fee. The new fee is being imposed county wide even for those communities not part of the plan, to counter the impact of damage done when nitrogen is emitted from the tailpipes of cars, which blows miles away, eventually altering natural habitats like serpentine soils essential to Bay checkerspot butterfly reproduction in places like Coyote Ridge.

For now, Reed is suggesting that fees would be paid through construction taxes the city already collects from builders.

The Habitat Conservation Plan was first suggested in 2001 by the U.S. Fish and Wildlife Service, when concern about the endangered Bay checkerspot butterfly threatened to delay projects to add a third lane to Highway 101 between San Jose and Morgan Hill, a Cisco campus in Coyote Valley and the Highway 85-101 interchange.

San Jose, Morgan Hill, Gilroy, Santa Clara County, the Santa Clara Valley Water District and the Valley Transportation Authority ultimately worked together on the project. They will need to review San Jose's amendments.

Contact Tracy Seipel at 408 275-0140.

ENDANGERED SPECIES LIST

The Habitat Conservation Plan seeks to stop 18 threatened local plant and animal species from becoming extinct

Bay checkerspot butterfly
California tiger salamander
California red-legged frog
Foothill yellow-legged frog
Western pond turtle
Western burrowing owl
Least Bell's vireo
Tricolored blackbird
San Joaquin kit fox
Tiburon Indian paintbrush
Coyote ceanothus
Mount Hamilton thistle
Santa Clara Valley dudleya
Fragrant fritillary
Loma Prieta hoita
Smooth lessingia
Metcalf Canyon jewelflower
Most beautiful jewelflower
Source: city of San Jose

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http://www.contracostatimes.com/breaking-news/ci_22469168/san-jose-poised-approve-sweeping-environmental-plan?source=rss

From: [Audrey Villanueva](#)
To: [Tom Graves](#)
Subject: FYI: Union Sanitary Visit to Lincoln Elementary March 14
Date: Monday, February 04, 2013 10:46:30 AM

Hello Tom,

FYI.

Thanks,
Audrey

-----Original Message-----

From: Audrey Villanueva
Sent: Monday, February 04, 2013 10:46 AM
To: 'cpiserchio@newarkunified.org'
Cc: Mike Auer
Subject: CONFIRMATION: Union Sanitary Visit to Lincoln Elementary March 14

Hello Ms. Piserchio,

This is to confirm that Union Sanitary District will conduct school presentations at Lincoln Elementary on March 14. Here are is the schedule you provided us:

8:45 - 9:45 Room 3 Connie Piserchio 5th Grade
10:15-11:15 Room 7 Jan MacKenzie 4/5 Combo
12:15-1:15 Room 2 Danielle Vieira 5/6 Combo

For your reference, please find the attached Teacher's Workbook. Please share this with the other teachers as well.

Please let me know if you have any inquiries about this.

Have a great day!

Best Regards,
Audrey Villanueva
Environmental Compliance

Union Sanitary District
Tel. No. 510-477-7620
Fax No. 510-477-7320
e-mail: audrey_villanueva@unionsanitary.com

-----Original Message-----

From: Connie Piserchio [<mailto:cpiserchio@newarkunified.org>]
Sent: Monday, January 28, 2013 1:23 PM
To: Mike Auer
Cc: Danielle Vieira; Jan MacKenzie
Subject: Union Sanitary Visit to Lincoln Elementary March 14

Hi Mike,

Just sending an email to confirm our voice mail discussions. Please send back final confirmation that you can make the dates and times.

Thursday, March 14th

8:45 - 9:45 Room 3 Connie Piserchio 5th Grade

10:15-11:15 Room 7 Jan MacKenzie 4/5 Combo

12:15-1:15 Room 2 Danielle Vieira 5/6 Combo

Looking forward to your visit.

Connie Piserchio

Wastewater

PROFESSIONAL

The Technical Resource for Wastewater Professionals

Volume 49, Number 1

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California Water
Environment
Association

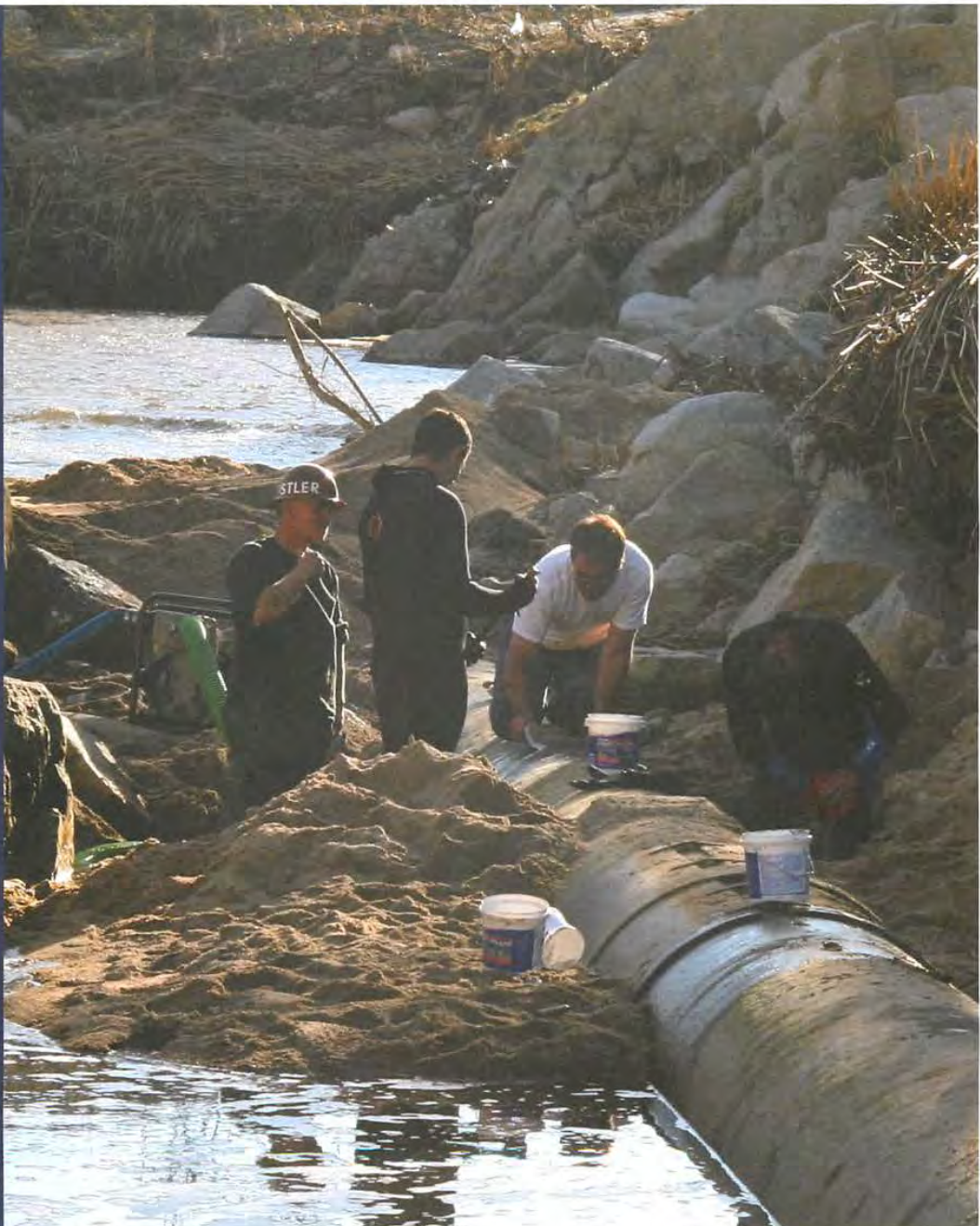
**Savings from
collection
systems
certification**

**West Bay
Sanitary
District wins
2012 Safety
Award**

**Strategy map
charts course
for success**

**Award-winning
education
programs**

**Do not give
up on a non-
compliant
plant - a case
history**

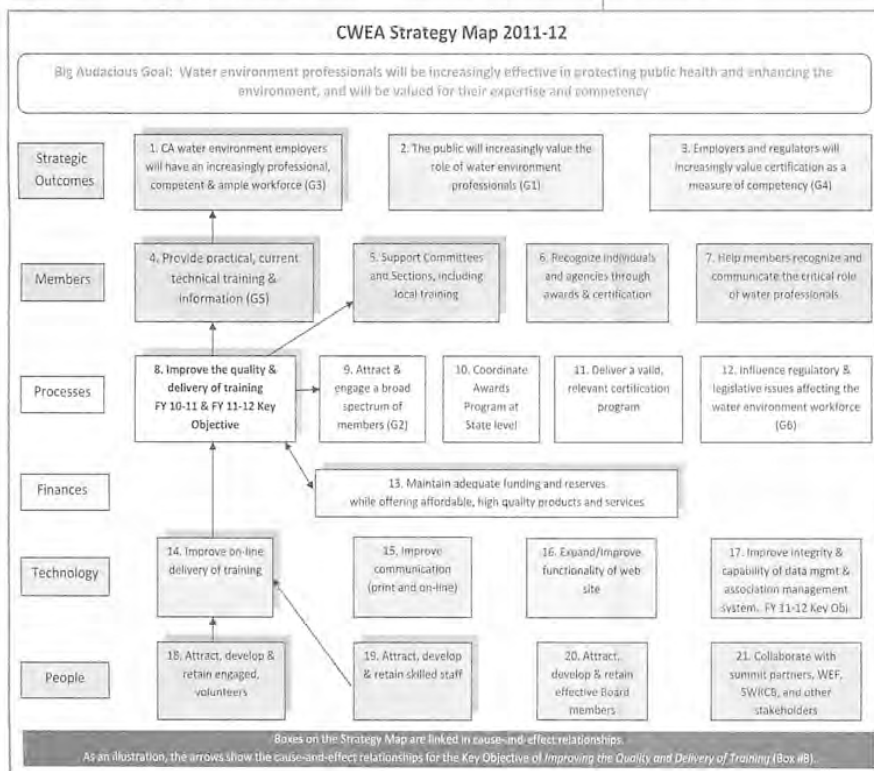


Strategy map charts course for success

CWEA's strategic plan reflects an ongoing process of planning and thinking about how the world should be different as a result of what we do as an organization. The strategic plan provides a context for us to make decisions about the work

ship –local sections and committees, past presidents and board members – participating in its development. Without all of the contributions across CWEA's leadership, the strategic plan would not have made it this far.

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Strategic plans are essential to managing a change and mission-based organization; however, they can be difficult to refer to during day-to-day operations because they are lengthy and can seem overwhelming at first glance.

In the summer and fall of 2010, volunteer Donna Wies stepped in to work with CWEA Executive Director Elizabeth Allan to develop a one-page visual picture of our plan, or a strategy map. The strategy map shows cause-and-effect relationships among the strategic outcomes and the resources (processes, money, technology and people) necessary to reach them. Donna, the quality

that we do and the plans we lay down today. The Board uses this plan to develop and consider what to include in our annual program of work.

Developing and refining our strategic plan has been a team effort, with all segments of CWEA leader-

program coordinator at Union Sanitary District, came forward to help CWEA because she's seen first-hand what strategy maps can accomplish at her own agency.

Union Sanitary District uses a strategy map and ➤

balanced scorecard to reinforce and implement their strategic plan. The District's Executive Team develops a formal strategic plan every three years. The planning process includes a review of the Mission and Vision of the District, an environmental scan and identification of driving forces and key strategic issues. It is after this that the process differs from traditional strategic planning.

seeing USD's Mission, strategic objectives and how they interrelate, all in one place. It is a valuable tool to use when planning because at a glance you can see whether your ideas, strategies and performance measures fit into the organization's goals."

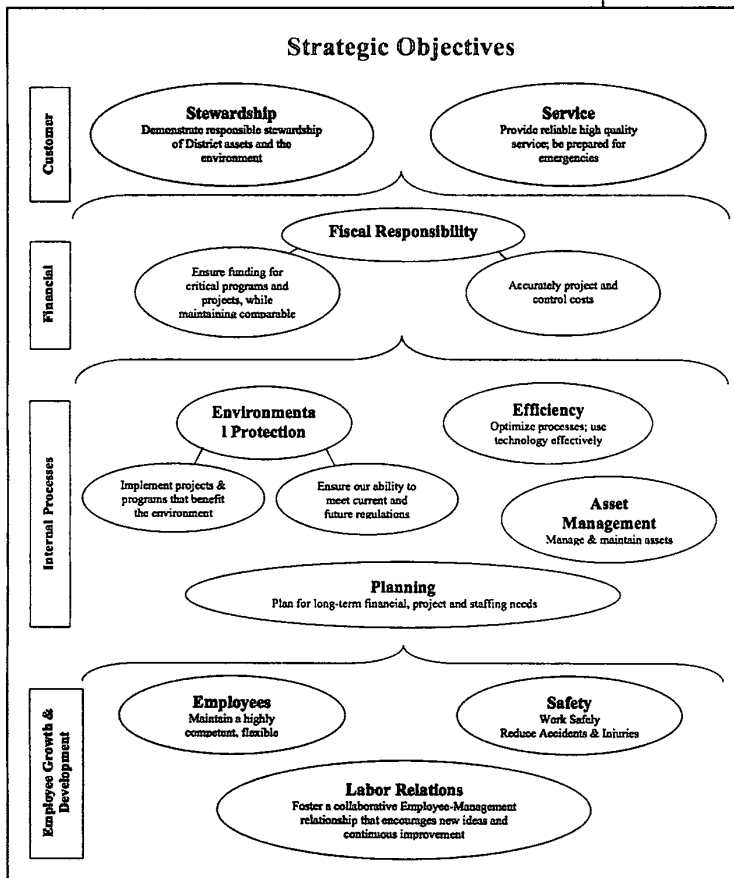
A balanced scorecard of measures tied to the strategic objectives is used to track progress. Measures are developed for each objective and "cas-

caded" down the organization to the work teams. The tracking and reporting of measures is decentralized, with each work team responsible for their measures, which either roll up into a District-wide measure or support a District strategic objective. The team reviews their own performance and takes corrective action if they are not meeting targets. The Executive Team does the same for District-wide measures. The results are also reported to the Board of Directors each quarter, in a public board information item.

The strategy map concept comes out of work developed through the Harvard Business School by Robert Kaplan and David Norton in the mid-1990s. Although the concept isn't new, our use of it made a bit of a splash with the American Society of Association Executives (ASAE). Elizabeth and Donna led an Idea Lab at ASAE's 2012 Great Ideas Conference to share their experience with other association executives across the country. ASAE further showcased the effort in its March e-newsletter. It was an honor to be recognized by other professionals and to give back to the as-

sociation community.

CWEA is using the strategy map and an accompanying strategic metrics dashboard to orient new board members, develop staff performance goals and show leaders how their efforts tie into our success. Think about how you might be able to use a strategy map in your work and for CWEA. Find out more at http://www.cwea.org/mlr_leader_strategicplan.shtml



After determining the key issues facing the District, the Executive Team creates a strategy map of strategic objectives. The map describes each objective but, more importantly, also shows the relationship between customer, process, financial and employee objectives. The map is used to set priorities and then communicate them to employees.

According to Richard Currie, USD's General Manager, "the strategy map is a great visual aid for

