

**MINUTES OF THE MEETING OF THE
BOARD OF DIRECTORS OF
UNION SANITARY DISTRICT
January 22, 2018**

CALL TO ORDER

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

PLEDGE OF ALLEGIANCE

ROLL CALL

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

ABSENT: Manny Fernandez, Secretary

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

VISITORS: Alice Johnson, League of Women Voters
Roelle Balan, Tri-City Voice Newspaper
Gimena Peña Malcampo, Pier 2 Marketing Chief Executive Officer
Paul Hamel, Pier 2 Marketing Chief Operating Officer

APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF JANUARY 8, 2018

It was moved by Director Handley, seconded by Vice President Lathi, to approve the Minutes of the Regular Meeting of January 8, 2018. Motion carried with the following vote:

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

DECEMBER 2017 MONTHLY OPERATIONS REPORT

This item was reviewed by the Legal/Community Affairs and Budget & Finance Committees. General Manager Eldredge stated the District received one odor complaint during December 2017. Business Services Coach Brenner provided an overview of the financial reports included in the Board meeting packet.

WRITTEN COMMUNICATIONS

There were no written communications.

ORAL COMMUNICATIONS

There were no oral communications.

CONSIDER A MOTION TO CANCEL THE MAY 28, 2018, BOARD OF DIRECTORS MEETING

Executive Assistant to the General Manager/Board Clerk McEvoy stated the May 28, 2018, Board of Directors meeting will fall on Memorial Day when District offices will be closed. Staff recommended the Board cancel the May 28, 2018, Board of Directors meeting and consider scheduling a special Board meeting for June 4, 2018.

It was moved by Director Handley, seconded by Director Toy, to Cancel the May 28, 2018, Board of Directors Meeting, and Schedule a Special Meeting for June 4, 2018. Motion carried with the following vote:

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

AUTHORIZE THE GENERAL MANAGER TO EXECUTE AMENDMENT NO. 2 TO TASK ORDER NO. 2 WITH RMC WATER AND ENVIRONMENT FOR THE PLANT MASTER PLAN

This item was reviewed by the Engineering and Information Technology Committee. Technical Services Manager Ghossain stated the purpose of the Plant Master Plan is to review and assess the District's near and long-term projects, evaluate the need to retrofit or replace facilities, and create a road map for the Waste Water Treatment Plant for the next 20 - 40 years. Task Order No. 2 will evaluate the feasibility of alternatives for a number of projects. The purpose of Amendment No. 2 to Task Order No. 2 is to evaluate strategies for early adoption of nutrient removal process at the Plant and at the Hayward Marsh. Staff recommended the Board authorize the General Manager to execute Amendment No. 2 to Task Order No. 2 with RMC Water and Environment in the amount of \$74,518 for the Plant Master Plan.

It was moved by Vice President Lathi, seconded by Director Handley, to Authorize the General Manager to Execute Amendment No. 2 to Task Order No. 2 with RMC Water and Environment in the Amount of \$74,518. Motion carried with the following vote:

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

GENERAL DISTRICT ELECTION:

(A) CONSIDER A RESOLUTION ORDERING, CALLING, PROVIDING FOR, AND GIVING NOTICE OF A GENERAL ELECTION TO BE HELD IN UNION SANITARY DISTRICT, ALAMEDA COUNTY, CALIFORNIA, ON TUESDAY, JUNE 5, 2018, FOR THE PURPOSE OF ELECTING TWO DIRECTORS; AND

(B) CONSIDER A RESOLUTION ORDERING THE CONSOLIDATION OF THE UNION SANITARY DISTRICT GENERAL ELECTION ON JUNE 5, 2018, WITH THE STATEWIDE DIRECT PRIMARY ELECTION TO BE HELD ON JUNE 5, 2018, AND REQUESTING THE BOARD OF SUPERVISORS OF THE COUNTY OF ALAMEDA TO CONSOLIDATE THE GENERAL DISTRICT ELECTION WITH THE STATEWIDE DIRECT PRIMARY ELECTION TO BE HELD ON JUNE 5, 2018

This item was reviewed by the Personnel Committee. District Counsel Murphy stated Alameda County will conduct its statewide direct primary election on June 5, 2018, and it is customary to consolidate the District's general election with the primary election. The term of the following two seats will expire this year: Ward 3 (Fremont) and Ward 3 (Fremont). Following adoption of the proposed resolutions, a notice of consolidation must be filed with the Registrar of Voters. District Counsel Murphy noted Senate Bill 568 will take effect January 1, 2019, and will move the California Statewide Direct Primary Election to the first Tuesday after the first Monday in March in even-numbered years beginning in 2020. Staff will present an item to the Board at a future meeting to address how this change will impact future elections and Board policies. Staff recommended the Board adopt the proposed resolutions.

It was moved by Vice President Lathi, seconded by Director Handley, to Adopt Resolution No. 2824 Ordering, Calling, Providing for, and Giving Notice of a General Election to be Held in Union Sanitary District, Alameda County, California, on June 5, 2018, for the Purpose of Electing Two Directors. Motion carried with the following vote:

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

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RESOLUTION NO. 2824

**RESOLUTION ORDERING, CALLING, PROVIDING FOR, AND GIVING
NOTICE OF A GENERAL ELECTION TO BE HELD IN UNION SANITARY
DISTRICT, ALAMEDA COUNTY, CALIFORNIA, ON JUNE 5, 2018
FOR THE PURPOSE OF ELECTING TWO DIRECTORS**

BE IT RESOLVED AND ORDERED BY THE BOARD OF DIRECTORS OF UNION SANITARY DISTRICT, Alameda County, California, as follows:

SECTION 1: That an election be, is hereby ordered and called to be held; and,

NOTICE IS HEREBY GIVEN

that the election will be held in UNION SANITARY DISTRICT, Alameda County, California, on Tuesday, June 5, 2018, at the time for the holding of the Statewide Direct Primary Election provided for by Elections Code Sections 1000(c) and 1201, State of California, for the purpose of electing

**ONE DIRECTOR, WARD 3; FREMONT
ONE DIRECTOR, WARD 3; FREMONT**

to hold office for the term prescribed by law and until the election and qualifications of their successors. Term of office are for four years.

SECTION 2: The election hereby called and ordered to be held in the District, including the nomination of candidates and the election of Directors and all matters pertaining thereto shall be held and conducted and the results ascertained, determined, and declared in accordance with the applicable provisions of the Health and Safety Code and Elections Code and substantially as herein prescribed and in all other respects as nearly as practicable in conformity to the general election laws of the State of California.

SECTION 3: Two Directors shall be elected from Ward Three, as defined in Union Sanitary District Ordinance No. 33, at the election, for the term prescribed by law. The Directors shall be residents and registered voters of UNION SANITARY DISTRICT and from the geographical area of the respective Ward each candidate seeks to represent. The ballot shall contain the names of the persons nominated for the office of Director of UNION SANITARY DISTRICT. Candidates shall declare their candidacy; election returns shall be canvassed; the election shall be held and conducted; the results shall be declared; and the certificates of election shall be issued in the same manner as the Declaration of Candidacy, election, canvassing of returns, declaration of results, and issuance of Certificates of Election for County Officers are made, declared, held, conducted, and issued consistent with the provisions of the Elections Code of California and California Health and Safety Code Section 6580.1.

SECTION 4: The election provided for herein is ordered consolidated in accordance with law, with the Statewide Direct Primary Election provided for by Elections Code Sections 1000(c) and 1201 to be held in the County of Alameda and in the territory of the UNION SANITARY DISTRICT on June 5, 2018; and the Board of Supervisors of Alameda County is authorized to cause the canvass of the returns of the District election and certify the results of the canvass to the Board of Directors of UNION SANITARY DISTRICT; and such election within the area of the District shall be held in all respects as if there were only one election; and only one form of ballot shall be used thereat; and the election precincts, polling places, and voting booths shall in every case be the same; and

there shall be only one set of election officers in each of the precincts, and they shall be those selected and designated by the Board of Supervisors of Alameda County, California, for the Statewide Direct Primary Election.

SECTION 5: Official petitions for eligible candidates desiring to file for each office may be obtained from the office of the Registrar of Voters. Appointment to each elective office will be made as prescribed by California Elections Code Section 10515 in the event there are no nominees for any specific seat or seats and a petition for an election is not filed within the time prescribed by Elections Code Section 10515. In the event of a tie vote, the tie shall be resolved by lot.

SECTION 6: At the next regular meeting of the Board of Directors of UNION SANITARY DISTRICT held after the receipt of the returns of the canvass by the Board of Supervisors of Alameda County, California, the Board of Directors shall determine the results of the election and shall provide a statement of the results of the election as ascertained by the canvass, giving the total votes cast for each candidate for office of Director voted upon at the election.

On motion duly made and seconded, this resolution was adopted by the following vote on January 22, 2018:

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



PAT KITE
President, Board of Directors
Union Sanitary District

Attest:



MANNY FERNANDEZ
Secretary, Board of Directors
Union Sanitary District

It was moved by Vice President Lathi, seconded by Director Toy, to Adopt Resolution No. 2825 Ordering the Consolidation of the Union Sanitary District General Election on June 5, 2018, with the Statewide Direct Primary Election to be Held on June 5, 2018, and Requesting the Board of Supervisors of the County of Alameda to Consolidate the General District Election with the Statewide Direct Primary Election to be Held on June 5, 2018. Motion carried with the following vote:

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

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RESOLUTION NO. 2825

RESOLUTION ORDERING THE CONSOLIDATION OF THE UNION SANITARY DISTRICT GENERAL ELECTION ON JUNE 5, 2018, WITH THE STATEWIDE DIRECT PRIMARY ELECTION TO BE HELD ON JUNE 5, 2018, AND REQUESTING THE BOARD OF SUPERVISORS OF THE COUNTY OF ALAMEDA TO CONSOLIDATE THE GENERAL DISTRICT ELECTION WITH THE STATEWIDE DIRECT PRIMARY ELECTION TO BE HELD ON JUNE 5, 2018

WHEREAS, the Board of Directors of the UNION SANITARY DISTRICT of Alameda County, State of California, has called a General District Election to be held in said District on June 5, 2018, for the purpose of electing a successor for each of the two (2) members whose terms are about to expire; and

WHEREAS, the Board of Directors of UNION SANITARY DISTRICT has declared its intention that all General District Elections for the election of Directors be consolidated with and held on the same date as the Statewide Direct Primary Election is to be held in accordance with §6580.1 of the Health and Safety Code of the State of California.

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

1. That the General District Election to be held on June 5, 2018, in the UNION SANITARY DISTRICT, of Alameda County, shall be and the same hereby is consolidated with the Statewide Direct Primary Election to be held on that date.

2. Pursuant to the provisions of Elections Code Section 10400 *et seq.* of the State of California, the Board of Directors of the UNION SANITARY DISTRICT hereby requests the Board of Supervisors of Alameda County, California, to consolidate, in accordance with the law, the General District Election ordered and called to be held on June 5, 2018, with the Statewide Direct Primary Election to be held on June 5, 2018, as provided by Elections Code, Sections 1000(c) and 1201 and §6580.1 of the Health and Safety Code of California.

3. Any candidate filing a candidate's statement of qualifications pursuant to California Elections Code Section 13307 shall pay the actual prorated costs of printing and handling said candidate's statement as provided therein. Such payment is to be made in advance to the Registrar of Voters. The candidate's statement shall contain no more than 200 words. Candidates will not be permitted to submit other materials to be sent with the sample ballot and voter's pamphlet.

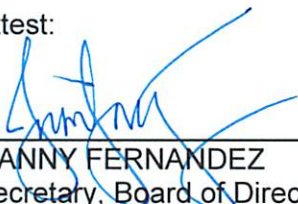
On motion duly made and seconded, this resolution was adopted by the following vote on January 22, 2018:

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



PAT KITE
President, Board of Directors
Union Sanitary District

Attest:


for _____
MANNY FERNANDEZ
Secretary, Board of Directors
Union Sanitary District

RECEIVE USD BRANDING INITIATIVE UPDATE AND PROVIDE DIRECTION

This item was reviewed by the Legal/Community Affairs Committee. General Manager Eldredge stated the Board directed staff to pursue a Branding Initiative at its meeting of March 13, 2017. Staff developed a Request for Proposals for a District Branding Initiative, five bids were received, and the two firms that received the highest scores were interviewed. Following the interviews, staff agreed Pier 2 Marketing would be the best fit for the District. Communications and Intergovernmental Relations Coordinator Powell and Executive Assistant to the General Manager/Board Clerk provided an overview of the project timeline included in the Board meeting packet, and the Board provided feedback.

INFORMATION ITEMS:

CAL-Card Quarterly Activity Report

This item was reviewed by the Budget & Finance Committee. Business Services Coach Brenner stated the CAL-Card Merchant Spend Analysis for CAL-Card activity for the second quarter of FY 2018, included in the Board meeting packet, covers transactions from the billing period October 23, 2017 through December 22, 2017.

Update on the Subsurface Investigation at the Alvarado Wastewater Treatment Plant

This item was reviewed by the Engineering and Information Technology Committee. Technical Services Manager Ghossain stated Alameda County Water District is responsible for regulating the groundwater supply within Union Sanitary District's service area. The purpose of the Plant's groundwater monitoring program is to document groundwater conditions in areas of concern at ten monitoring wells. In October 2017, Brown and Caldwell sampled the groundwater from the wells, analyzed the test results, and prepared a report. Conclusions from the 2017 groundwater monitoring event were outlined in the Board meeting packet.

Solar and Cogeneration Facilities Operational Update

This item was reviewed by the Budget & Finance Committee. Technical Services Manager Ghossain stated the total benefit to date for the Alvarado Wastewater Treatment Plant Solar Carport, constructed in 2011, was \$540,795 for a 61.1% simple payback. The total benefit to date for the Irvington Pump Station Solar Facility, constructed in 2012, was \$2,346,314 for a 82.3% simple payback. The total benefit to date for the Cogeneration Facility, constructed in 2014, was \$5,658,830 for a 46.4% simple payback. Staff will continue to provide the Board with an operational update of the solar and cogeneration facilities on a semi-annual basis.

Report on the East Bay Dischargers Authority (EBDA) Meeting of December 21, 2017

Director Toy provided an overview of the EBDA meeting minutes included in the Board meeting packet.

Check Register

All questions were answered to the Board's satisfaction.

COMMITTEE MEETING REPORTS:

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

GENERAL MANAGER'S REPORT:

General Manager Eldredge reported the following:

- General Manager Eldredge stated interviews for the EBDA General Manager position were recently completed, and an offer had been made to the top candidate.
- General Manager Eldredge will attend the California Association of Sanitation Agencies (CASA) conference January 24 – 26, 2018, and Collection Services Manager Schofield will be acting General Manager in his absence.

OTHER BUSINESS:

There was no other business.

ADJOURNMENT:

The meeting was adjourned at 8:02 p.m. to the next Board Meeting in the Boardroom on Monday, February 12, 2018, at 7:00 p.m.

SUBMITTED:

ATTEST:


REGINA McEVOY
BOARD CLERK


MANNY FERNANDEZ
SECRETARY

APPROVED:


PAT KITE
PRESIDENT

Adopted this 12th day of February 2018