

**MINUTES OF THE MEETING OF THE
BOARD OF DIRECTORS OF
UNION SANITARY DISTRICT
November 12, 2018**

CALL TO ORDER

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

PLEDGE OF ALLEGIANCE

ROLL CALL

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

ABSENT: Tom Handley, Director

STAFF: Paul Eldredge, General Manager/District Engineer
Karen Murphy, District Counsel
Armando Lopez, Treatment and Disposal Services Manager
Sami Ghossain, Technical Services Manager
Robert Simonich, Fabrication, Maintenance, and Construction Manager
James Schofield, Collection Services Manager
Laurie Brenner, Business Services Coach
Karoline Terrazas, Organizational Performance Manager
Somporn Boonsalat, Associate Engineer
Regina McEvoy, Executive Assistant to the General Manager/Board Clerk

VISITOR: Roelle Balan, Tri-City Voice Newspaper
Brandon Young, Lance, Soll, & Lunghard, LLP, Certified Public Accountants

APPROVE MINUTES OF THE REGULAR MEETING OF OCTOBER 22, 2018

It was moved by Director Kite, seconded by Secretary Toy, to Approve the Minutes of the Regular Meeting of October 22, 2018. Motion carried with the following vote:

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

APPROVE MINUTES OF THE SPECIAL MEETING OF OCTOBER 23, 2018

It was moved by Director Kite, seconded by Vice President Fernandez, to Approve the Minutes of the Special Meeting of October 23, 2018. Motion carried with the following vote:

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

APPROVE MINUTES OF THE SPECIAL MEETING OF OCTOBER 29, 2018

It was moved by Vice President Fernandez, seconded by Secretary Toy, to Approve the Minutes of the Special Meeting of October 29, 2018. Motion carried with the following vote:

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

WRITTEN COMMUNICATIONS

There were no written communications.

ORAL COMMUNICATIONS

There were no oral communications.

CONDUCT A PUBLIC HEARING TO RECEIVE COMMENTS ON THE INITIAL STUDY AND MITIGATED NEGATIVE DECLARATION OF ENVIRONMENTAL IMPACTS FOR THE PRIMARY DIGESTER NO. 7 PROJECT

This item was reviewed by the Engineering and Information Technology Committee. Technical Services Manager Ghossain stated that, pursuant to the California Environmental Quality Act, the potential environmental impact for the Primary Digester No. 7 Project was analyzed and required mitigation measures be included. The Initial Study, completed by Scheidegger and Associates, concluded measures could be used to effectively mitigate potential adverse environmental impacts that could result from the Project. It was determined a Mitigated Negative Declaration would be appropriate for the Project. The public hearing was scheduled to allow for public comment on the Initial Study and Mitigated Declaration for the Project.

President Lathi opened the public hearing. There were no speakers. President Lathi closed the public hearing.

CERTIFIED ANNUAL FINANCIAL REPORT (CAFR) FOR THE FISCAL YEAR (FY) ENDING JUNE 30, 2018

This item was reviewed by the Audit Committee. Business Services Coach Brenner provided an overview of the CAFR highlights and introduced Brandon Young with Lance, Soll & Lunghard, LLP. Mr. Young stated there were no significant findings for FY 2018. Staff recommended the Board receive and direct staff to file the Certified Annual Financial Report (CAFR) for the Fiscal Year ending June 30, 2018.

It was moved by Secretary Toy, seconded by Vice President Fernandez, to Receive and Direct Staff to File the Certified Annual Financial Report for the Fiscal Year Ending June 30, 2018. Motion carried with the following vote:

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

CONSIDER APPROVING A CAPACITY CHARGE REFUND FOR THE PALMDALE ESTATES – PHASE 2 DEVELOPMENT LOCATED NEAR MISSION BOULEVARD AND WASHINGTON BOULEVARD IN THE CITY OF FREMONT

This item was reviewed by the Budget & Finance Committee. Technical Services Manager Ghossain stated Robson Homes, LLC owns the Palmdale Estates development located on Washington Boulevard near Mission Boulevard in the City of Fremont. Phase 2 of the Project included the planned demolition of the Motherhouse located on the property. The District required Robson Homes to pay capacity charges without receiving a capacity credit for the Motherhouse. The Motherhouse has since been demolished and Robson Homes requested the capacity credit, which the District agreed to based upon FY17 rates. Staff recommended the Board approve a capacity charge refund in the amount of \$268,246.18.

It was moved by Secretary Toy, seconded by Director Kite, to Approve a Capacity Charge Refund in the Amount of \$268,246.18 to Robson Homes, LLC. Motion carried with the following vote:

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

AUTHORIZE THE GENERAL MANAGER TO EXECUTE AN AGREEMENT AND TASK ORDER NO. 1 WITH CAROLLO ENGINEERS FOR THE WAS THICKENER REPLACEMENT PROJECT

This item was reviewed by the Engineering and Information Technology Committee. Technical Services Manager Ghossain stated the equipment in the waste activated sludge (WAS) thickening building has reached the end of its useful life. Following a

proposal review process, staff selected Carollo Engineers to design the WAS Thickener Replacement Project. The scope of services in Task Order No.1 include evaluation of four alternative thickening technologies. Staff recommended the Board authorize the General Manager to execute an Agreement and Task Order No. 1 with Carollo Engineers in the amount of \$284,233 for the WAS Thickener Replacement Project.

It was moved by Vice President Fernandez, seconded by Secretary Toy, to Authorize the General Manager to Execute an Agreement and Task Order No. 1 with Carollo Engineers in the Amount of \$284,233 for the WAS Thickener Replacement Project. Motion carried with the following vote:

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

AUTHORIZE THE GENERAL MANAGER TO EXECUTE AN AGREEMENT AND TASK ORDER NO 1 WITH WOODARD & CURRAN, INC. FOR THE CONTROL BOX NO. 1 IMPROVEMENTS PROJECT

This item was reviewed by the Engineering and Information Technology Committee. Technical Services Manager Ghossain stated Control Box 1 (CB1) receives the combined influent wastewater flows from the twin force mains and the Alvarado Influent Pump Station and distributes the wastewater to any of the Plant's six primary clarifiers. Following the Request for Proposal (RFP) process, staff selected Woodard & Curran for the Project. Task Order No. 1, Predesign Services, will include condition assessment of the components of CB1 and other structures, evaluation of grit deposition, and evaluation of the CB1 bypass alternatives to facilitate construction of the improvements. Staff recommended the Board authorize the General Manager to execute an agreement and Task Order No. 1 with Woodard & Curran, Inc. in the amount of \$229,041 for the Control Box No. 1 Improvements Project.

It was moved by Vice President Fernandez, seconded by Secretary Toy, to Authorize the General Manager to Execute an Agreement and Task Order No. 1 with Woodard & Curran, Inc. in the Amount of \$229,041 for the Control Box No. 1 Improvements Project. Motion carried with the following vote:

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

AUTHORIZE THE GENERAL MANAGER TO EXECUTE TASK ORDER NO. 3 WITH CH2M HILL ENGINEERS, INC. FOR THE ODOR CONTROL ALTERNATIVES STUDY

This item was reviewed by the Engineering and Information Technology Committee. Technical Services Manager Ghossain stated the Board authorized execution of an Agreement and Task Order No. 1 with CH2M HILL Engineers to conduct the Odor Control

Alternatives Study to evaluate alternative odor control technologies on January 9, 2017. The Board authorized Task Order No. 2 to evaluate the potential of minimizing odors and capital improvement costs at the Plant on February 26, 2018. Task Order No. 3 will include preliminary assessment for the Plant as well as emissions calculations and assessment of the Irvington and Newark Pump Stations. Staff recommended the Board authorize the General Manager to execute Task Order No. 3 with CH2M HILL Engineers, Inc. in the amount of \$86,700 for the Odor Control Alternatives Study.

It was moved by Director Kite, seconded by Vice President Fernandez, to Authorize the General Manager to Execute Task Order No. 3 with CH2M HILL Engineers, Inc. in the Amount of \$86,700 for the Odor Control Alternatives Study. Motion carried with the following vote:

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

INFORMATION ITEMS:

Status of Priority 1 Capital Improvements Program Projects

This item was reviewed by the Engineering and Information Technology Committee. Technical Services Manager Ghossain stated the Board approved the Capital Improvement Program (CIP) Budget for Fiscal Year 2019 (FY19) in the amount of \$9.29 million for design and construction of 31 CIP projects. The 31 projects were ranked as Priority 1, 2, or 3 based upon criteria prepared by staff and approved by the Executive Team. The status of Priority 1 projects is reviewed by the Executive Team at the end of each quarter, and a copy of the status report was included in the Board meeting packet for review. For FY19, 12 projects were ranked as Priority 1, and the remaining 19 are ranked as Priority 2 or 3.

First Quarterly Report on the Capital Improvements Program for FY19

This item was reviewed by the Engineering and Information Technology Committee. Technical Services Manager Ghossain stated first quarter expenditures for FY19 were presented on budget projection graphs included in the Board meeting packet. The graphs depict actual expenditures versus approved budget for Capacity Fund 900, Renewal and Replacement Fund 800, as well as for both funds combined. Total CIP expenditures up to September 30, 2018, were under projections for the first quarter by \$193,000.

Report on the East Bay Dischargers Authority (EBDA) Meeting of October 18, 2018

General Manager Eldredge provided an overview of the October 18, 2018, EBDA meeting summary included in the Board meeting packet.

Check Register

Staff answered Board questions regarding the Check Register.

COMMITTEE MEETING REPORTS:

The Budget & Finance, Audit, and Engineering and Information Technology Committees met.

GENERAL MANAGER'S REPORT:

General Manager Eldredge reported the following:

- Introduced Somporn Boonsalat, the District's new Associate Engineer.
- The District's employee potluck will be held December 13, 2018.
- The November 26, 2018, Regular Board meeting was canceled and a Board Workshop will be held that evening.

OTHER BUSINESS:

There was no other business.


ADJOURNMENT:

The meeting was adjourned at 7:45 p.m. to a Special Meeting in the Alvarado Conference Room on Monday, November 26, 2018, at 6:00 p.m.

SUBMITTED:


REGINA McEVOY
BOARD CLERK

ATTEST:


JENNIFER TOY
SECRETARY

APPROVED:


ANJALI LATHI
PRESIDENT

Adopted this 10th day of December 2018