

**MINUTES OF THE MEETING OF THE  
BOARD OF DIRECTORS OF  
UNION SANITARY DISTRICT/UNION SANITARY DISTRICT FINANCING  
AUTHORITY  
April 24, 2023**

**CALL TO ORDER**

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

**SALUTE TO THE FLAG**

President Lathi led the salute to the flag.

**ROLL CALL**

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

STAFF: Paul Eldredge, General Manager/District Engineer  
Karen Murphy, District Counsel  
Mark Carlson, Business Services Manager/CFO  
Armando Lopez, Treatment and Disposal Services Manager  
Jose Rodrigues, Collection Services Manager  
Raymond Chau, Technical Services Manager  
Ric Pipkin, Enhanced Treatment and Site Upgrade Program Manager  
Chris Pachmayer, Fabrication, Maintenance, and Construction Coach  
Alisa Gordon, Human Resources Manager  
Mitchell Costello, Treatment and Disposal Services Coach  
Richard Thow, Customer Service Team Coach  
Trieu Nguyen, IT Administrator  
Luis Sebastian, IT Analyst  
Rebecca Ingalls, Administrative Specialist  
Regina McEvoy, Executive Assistant to the General Manager/Board Clerk

VISITORS: Alice Johnson, League of Women Voters  
Jack Alcom, Tri-City Voice Newspaper

**APPROVE MINUTES OF THE UNION SANITARY DISTRICT BOARD MEETING OF APRIL 10, 2023**

It was moved by Director Kite, seconded by Secretary Toy, to Approve the Minutes of the Board Meeting of April 10, 2023. Motion carried unanimously.

**MARCH 2023 MONTHLY OPERATIONS REPORT**

This item was reviewed by the Budget & Finance and Legal/Community Affairs Committees. General Manager Eldredge provided an overview of the Monthly Report, and Business Services Manager/CFO Carlson provided an overview of the financial reports.

**WRITTEN COMMUNICATIONS**

There were no written communications.

**PUBLIC COMMENT**

There was no public comment.

**AUTHORIZE THE GENERAL MANAGER TO EXECUTE AMENDMENT NO. 2 TO TASK ORDER NO. 2 WITH JACOBS ENGINEERING GROUP INC. FOR THE PUMP STATIONS CHEMICAL SYSTEM IMPROVEMENTS PROJECT**

This item was reviewed by the Engineering and Information Technology Committee. Technical Services Manager Chau stated that on January 9, 2023, the Board authorized staff to reject all bids and re-bid the Project. The Odor Control Alternatives Study recently completed at the treatment plant determined carbon absorption scrubbers would be the preferred replacement technology due to their performance and lower costs. Staff believe the Pump Stations Chemical System Improvements Project should be re-designed utilizing carbon absorption scrubber technology. The purpose of Amendment No. 2 to Task Order No. 2 is to redesign the Project to include carbon absorption scrubbers in lieu of biofilters. Staff anticipates the Project will be re-bid in Winter 2023. Staff recommended the Board authorize the General Manager to execute Amendment No. 2 to Task Order No. 2 with Jacobs Engineering Group Inc. in the amount of \$280,084 to provide design services for the Pump Stations Chemical System Improvements Project.

It was moved by Director Handley, seconded by Vice President Fernandez, to Authorize the General Manger to Execute Amendment No. 2 to Task Order No. 2 with Jacobs Engineering Group Inc. in the Amount of \$280,084 to Provide Design Services for the Pump Stations Chemical System Improvements Project. Motion carried unanimously.

**AWARD HAULING & DISPOSAL OF SEWER DEBRIS CONTRACT TO COMPACTOR MANAGEMENT COMPANY**

This item was reviewed by the Budget & Finance Committee. Treatment and Disposal Services Manager Lopez stated the District's existing hauling and disposal contract with

S&S Trucking is set to expire June 30, 2023. An Invitation for Bid (IFB) was issued on March 3, 2023, to select a service provider. Staff received three bids, and the lowest responsive bid was received from Compactor Management Company. Staff recommended the Board authorize the General Manager to execute a 3-year contract with Compactor Management Company, which includes the option of two additional 1-year extensions for transportation and disposal of sewer debris and grit.

It was moved by Secretary Toy, seconded by Vice President Fernandez, to Authorize the General Manager to Execute a 3-Year Contract with Compactor Management Company, Which Includes the Option of Two Additional 1-Year Extensions for Transportation and Disposal of Sewer Debris and Grit. Motion carried unanimously.

**AUTHORIZE THE GENERAL MANAGER TO EXECUTE A MEMORANDUM OF AGREEMENT TO PARTICIPATE IN THE REGIONAL PURIFIED WATER PILOT PROJECT PHASE 2 – PUBLIC OUTREACH AND GRANT FUNDING OPPORTUNITIES**

This item was reviewed by the Legal/Community Affairs Committee. General Manager Eldredge stated the District has been collaborating with Dublin San Ramon Services District (DSRSD), Alameda County Water District (ACWD), Zone 7 Water Agency, City of Livermore, and Livermore-Amador Valley Water Management Agency (LAVWMA) on potential development of a Regional Purified Water Pilot Project (Pilot Project). Based on the results of an initial feasibility study, the six agencies have all expressed interest in moving forward with Phase 2 of the Pilot Project, which would focus on public outreach and education efforts in addition to identifying grant funding opportunities. A Memorandum of Agreement has been developed to formalize DSRSD, ACWD, Zone 7 Water Agency, Livermore, LAVWMA, and USD's commitment to collaborating on Phase 2 of the Pilot Project. The key terms of the Memorandum of Agreement were included in the Board meeting packet; USD's cost-sharing portion would be \$20,000. Staff recommended the Board authorize the General Manager to execute a Memorandum of Agreement to participate in the Regional Purified Water Pilot Project Phase 2 – Public Outreach and Grant Funding Opportunities.

It was moved by Vice President Fernandez, seconded by Director Handley, to Authorize the General Manager to Execute a Memorandum of Agreement to Participate in and Contribute \$20,000 in Funding to the Regional Purified Water Pilot Project Phase 2 – Public Outreach and Grant Funding Opportunities. Motion carried unanimously.

**PROVIDE DIRECTION REGARDING DISTRICT WEBSITE AND EMAIL ADDRESSES**

Board Clerk McEvoy stated the Board approved the District's new brand logo and implementation plan at its regular meeting held July 11, 2023. At that same meeting, the Board directed staff not to modify the District's website and email addresses and to revisit the topic in April of 2023. Board Clerk McEvoy provided an overview of the options presented in the Board meeting packet and a summary of proposed legislation which would require all California public agencies utilize ".gov" or ".ca.gov" for their websites

and email addresses. Staff recommended the Board provide direction regarding the District's website and email addresses.

The Board directed staff to make no changes to the District website and email addresses.

### **INFORMATION ITEMS:**

#### **CAL-Card 3<sup>rd</sup> Quarter Fiscal Year 2023 Activity Report**

This item was reviewed by the Budget & Finance Committee. General Manager Eldredge stated the 3<sup>rd</sup> Quarter Fiscal Year 2023 Activity Report included transactions from December 23, 2022 through March 22, 2023. There were 263 transactions totaling \$110,036.78 during the 3<sup>rd</sup> Quarter of the 2023 Fiscal Year.

#### **Board Expenses for 3<sup>rd</sup> Quarter of Fiscal Year 2023**

This item was reviewed by the Budget & Finance Committee. General Manager Eldredge provided an overview of Board Expenses for the 3<sup>rd</sup> Quarter of Fiscal Year 2023 included in the Board meeting packet.

#### **COVID-19 Update**

General Manager Eldredge provided an update regarding COVID-19 impacts on District operations and coordination efforts. The Board directed staff to include future COVID-19 Updates in the General Manager's Report.

#### **Check Register**

There were no questions regarding the check register.

### **COMMITTEE MEETING REPORTS:**

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

### **GENERAL MANAGER'S REPORT:**

- General Manager Eldredge stated the recent East Bay Dischargers Authority (EBDA) Commission meeting included a PFAS summary report and further stated a standalone version of the report will be sent to the Board via email.
- The Board Budget Workshop will be held in the Boardroom at 4:00 p.m. on Thursday, April 27, 2023.
- Election of Officers for the Board of Directors will take place during the Board meeting to be held May 8, 2023. Directors will need to provide their preferences for internal and external committees following the May 8<sup>th</sup> Board meeting; committee assignments will be determined at the May 22<sup>nd</sup> Board meeting.
- General Manager Eldredge stated District Coaches will be attending Board meetings on a rotational basis.
- General Manager Eldredge shared photos and videos from the Campus beam topping ceremony held April 19, 2023.

**OTHER BUSINESS:**


President Lathi stated she attended the Campus beam topping ceremony.

**ADJOURNMENT:**

The meeting was adjourned at 4:31 p.m. to the Board Budget Workshop to be held in the Boardroom on Thursday, April 27, 2023, at 4:00 p.m.

The Board will then adjourn to the next Regular Board Meeting to be held in the Boardroom on Monday, May 8, 2023, at 4:00 p.m.


**SUBMITTED:**

DocuSigned by:  
  
E650C8BC143D4D7...  
REGINA McEVOY  
BOARD CLERK

**ATTEST:**

DocuSigned by:  
  
C6C35C4369944D9...  
JENNIFER TOY  
SECRETARY

**APPROVED:**

DocuSigned by:  
  
3397E6A1ED28476...  
ANJALI LATHI  
PRESIDENT

Adopted this 24<sup>th</sup> day of April 2023

**Certificate Of Completion**

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Document Pages: 5	Signatures: 3
Certificate Pages: 5	Initials: 0
AutoNav: Enabled	Envelope Originator:
Envelope Stamping: Enabled	Regina McEvoy
Time Zone: (UTC-08:00) Pacific Time (US & Canada)	5072 Benson Road
	Union City, CA 94587
	Reginam@unionsanitary.ca.gov
	IP Address: 50.227.238.26

**Record Tracking**

Status: Original	Holder: Regina McEvoy	Location: DocuSign
5/9/2023 8:35:36 AM	Reginam@unionsanitary.ca.gov	

**Signer Events**

Anjali Lathi  
 alathi@unionsanitary.ca.gov  
 Union Sanitary District  
 Security Level: Email, Account Authentication (None)

**Signature**

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Jennifer Toy  
 jtoy@unionsanitary.ca.gov  
 Security Level: Email, Account Authentication (None)

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 Using IP Address: 76.126.165.32

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

DocuSigned by:  
  
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 Signature Adoption: Pre-selected Style  
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**Electronic Record and Signature Disclosure:**  
 Not Offered via DocuSign

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Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp

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