



**UNION SANITARY DISTRICT BOARD MEETING/
UNION SANITARY DISTRICT FINANCING AUTHORITY
AGENDA**

**Monday, May 23, 2022
Regular Meeting - 4:00 P.M.**

**Union Sanitary District
Administration Building
5072 Benson Road
Union City, CA 94587**

Directors
Manny Fernandez
Tom Handley
Pat Kite
Anjali Lathi
Jennifer Toy

Officers
Paul R. Eldredge
*General Manager/
District Engineer*

Karen W. Murphy
Attorney

CORONAVIRUS (COVID-19) ADVISORY NOTICE

This meeting will be held pursuant to Government Code Section 54953 (as amended by AB 361), which authorizes teleconferenced meetings under the Brown Act during a proclaimed state of emergency. The Governor of California proclaimed a State of Emergency related to COVID-19 on March 4, 2020. Consistent with Government Code Section 54953, this meeting will not be physically open to the public and Board Members will be teleconferencing into the meeting. **To maximize public safety while still maintaining transparency and public access, members of the public can observe the meeting by following the steps listed below, and may provide public comment by sending comments to the Board Clerk by email at assistanttogm@unionsanitary.ca.gov before or during the meeting or via voicemail by calling 510-477-7599 before 3:00 p.m. on the date of the meeting.** Comments will then be read into the record, with a maximum allowance of 3 minutes per individual comment, subject to the Board President's discretion. All comments should be a maximum of 500 words, which corresponds to approximately 3 minutes of speaking time. If a comment is received after the agenda item is heard but before the close of the meeting, the comment will still be included as a part of the record of the meeting but will not be read into the record.

Any member of the public who needs accommodations should email or call the Board Clerk, assistanttogm@unionsanitary.ca.gov or 510-477-7503, who will use their best efforts to provide reasonable accommodations to provide as much accessibility as possible while also maintaining public safety in accordance with the Union Sanitary District procedure for resolving reasonable accommodation requests.

To listen to this Regular Board Meeting:

Call: 1-888-788-0099 or 1-877-853-5247

Meeting ID: 889 0746 3788 #

Participant ID: #

Click the Zoom link below to watch and listen:
<https://us02web.zoom.us/j/88907463788>

	1.	Call to Order.
	2.	Salute to the Flag. (This item has been suspended due to the COVID-19 pandemic.)
	3.	Roll Call.
Motion	4.	Approve Minutes of the Union Sanitary District Board Meeting of May 9, 2022.
Motion	5.	Approve Minutes of the Union Sanitary District Special Board Meeting of May 10, 2022.
Information	6.	Operations Report: a) April 2022 Monthly Operations Report <i>(to be reviewed by the Budget & Finance and Legal/Community Affairs Committees)</i> . b) Fiscal Year 2022 3 rd Quarter Managed Investment Portfolio Report <i>(to be reviewed by the Budget & Finance Committee)</i> .
	7.	Written Communications.
	8.	Public Comment. Public Comment is limited to three minutes per individual, with a maximum of 30 minutes per subject. If the comment relates to an agenda item, the speaker should address the Board at the time the item is considered. Speaker cards will be available in the Boardroom and are requested to be completed prior to the start of the meeting.
Motion	9.	Select Boardmembers to Represent Union Sanitary District on External Committees for Fiscal Year 2023.
Motion	10.	Review and Consider Approval of Collection Services Workgroup Manager, Coach, Collection Services, and Senior Accounting and Financial Analyst Position Descriptions, and Revision To Salary Ranges <i>(to be reviewed by the Personnel Committee)</i> .
Motion	11.	Consider a Resolution to Accept a Sanitary Sewer Easement and Quitclaim Two Easements for Tract 8205 – Niles Gateway Phase 1, Located at 37899 Niles Boulevard, in the City of Fremont <i>(to be reviewed by the Legal/Community Affairs Committee)</i> .
Motion	12.	Consider a Resolution to Accept a Sanitary Sewer Easement for Tract 8477 – Oliveira Farm Cottages, Located at 39392 Blacow Road, in the City of Fremont <i>(to be reviewed by the Legal/Community Affairs Committee)</i> .
Motion	13.	Authorize the General Manager to Execute a Contract with Lubrication Engineers for the Oil Consolidation Project <i>(to be reviewed by the Budget and Finance Committee)</i> .
Motion	14.	Consider Adoption of a Resolution Authorizing the Use of Teleconference Meetings in Compliance with AB 361.
Direction	15.	Proposed Operating and CIP Budget for Fiscal Year 2023 <i>(to be reviewed by the Budget and Finance Committee)</i> .

Information	16.	Board of Directors Internal Committee Assignments 2022-2023.
Information	17.	Report on the East Bay Dischargers Authority Meeting of April 21, 2022.
Information	18.	Status of Priority 1 Capital Improvement Program Projects <i>(to be reviewed by the Engineering and Information Technology Committee)</i> .
Information	19.	Third Quarterly Report on the Capital Improvement Program for Fiscal Year 2022 <i>(to be reviewed by the Engineering and Information Technology Committee)</i> .
Information	20.	Third Quarterly Report on the Enhanced Treatment and Site Upgrade Program for Fiscal Year 2022 <i>(to be reviewed by the Engineering and Information Technology Committee)</i> .
Information	21.	COVID-19 Update.
Information	22.	Check Register.
Information	23.	Committee Meeting Reports. <i>(No Board action is taken at Committee meetings):</i> <ol style="list-style-type: none"> Personnel Committee – Wednesday, May 18, 2022, at 9:15 a.m. <ul style="list-style-type: none"> Director Kite and Director Toy Budget & Finance Committee – Wednesday, May 18, 2022, at 10:30 a.m. <ul style="list-style-type: none"> Director Lathi and Director Toy Engineering and Information Technology Committee – Friday, May 20, 2022, at 10:00 a.m. <ul style="list-style-type: none"> Director Kite and Director Fernandez Legal/Community Affairs Committee – Friday, May 20, 2022, at 11:00 a.m. <ul style="list-style-type: none"> Director Lathi and Director Handley Legislative Committee – will not meet.
Information	24.	General Manager’s Report. <i>(Information on recent issues of interest to the Board)</i> .
	25.	Other Business: <ol style="list-style-type: none"> Comments and questions. <i>Directors can share information relating to District business and are welcome to request information from staff.</i> Scheduling matters for future consideration.
	26.	Adjournment – The Board will adjourn to the next Regular Board Meeting to be held virtually on Monday, June 13, 2022, at 4:00 p.m.

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



**PERSONNEL
COMMITTEE MEETING**

Committee Members: Director Kite and Director Toy

Directors
Manny Fernandez
Tom Handley
Pat Kite
Anjali Lathi
Jennifer Toy

**AGENDA
Wednesday, May 18, 2022
9:15 A.M.**

**Alvarado Conference Room
5072 Benson Road
Union City, CA 94587**

Officers
Paul R. Eldredge
*General Manager/
District Engineer*

Karen W. Murphy
Attorney

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1. Call to Order

2. Roll Call

3. Public Comment

Public Comment is limited to three minutes per individual, with a maximum of 30 minutes per subject. If the comment relates to an agenda item, the speaker should address the Board at the time the item is considered. Speaker cards will be available and are requested to be completed prior to the start of the meeting.

4. Items to be reviewed for the Regular Board meeting of May 23, 2022:

- Review and Consider Approval of Collection Services Workgroup Manager, Coach, Collection Services, and Senior Accounting and Financial Analyst Position Descriptions, and Revision To Salary Ranges
-

5. Adjournment

Items reviewed at committee meetings will be included in the agenda packet for the upcoming Board meeting. No action will be taken at committee meetings.

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BUDGET & FINANCE COMMITTEE MEETING
Committee Members: Director Lathi and Director Toy

Directors
Manny Fernandez
Tom Handley
Pat Kite
Anjali Lathi
Jennifer Toy

AGENDA
Wednesday, May 18, 2022
10:30 A.M.

Alvarado Conference Room
5072 Benson Road
Union City, CA 94587

Officers
Paul R. Eldredge
*General Manager/
District Engineer*

Karen W. Murphy
Attorney

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2. Roll Call

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4. Items to be reviewed for the Regular Board meeting of May 23, 2022:

- April 2022 Monthly Operations Report – Financial Reports
 - Fiscal Year 2022 3rd Quarter Managed Investment Portfolio Report
 - Proposed Operating and CIP Budget for Fiscal Year 2023
 - Authorize the General Manager to Execute a Contract with Lubrication Engineers for the Oil Consolidation Project
-

5. Adjournment

Items reviewed at committee meetings will be included in the agenda packet for the upcoming Board meeting. No action will be taken at committee meetings.

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**ENGINEERING AND INFORMATION TECHNOLOGY
COMMITTEE MEETING**

Committee Members: Director Kite and Director Fernandez

Directors

Manny Fernandez
Tom Handley
Pat Kite
Anjali Lathi
Jennifer Toy

AGENDA

Friday, May 20, 2022

10:00 A.M.

Alvarado Conference Room

5072 Benson Road

Union City, CA 94587

Officers

Paul R. Eldredge
*General Manager/
District Engineer*

Karen W. Murphy
Attorney

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2. Roll Call

3. Public Comment

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4. Items to be reviewed for the Regular Board meeting of May 23, 2022:

- Status of Priority 1 Capital Improvement Program Projects
- Third Quarterly Report on the Capital Improvement Program for Fiscal Year 2022
- Third Quarterly Report on the Enhanced Treatment and Site Upgrade Program for Fiscal Year 2022

5. Adjournment

Items reviewed at committee meetings will be included in the agenda packet for the upcoming Board meeting. No action will be taken at committee meetings.

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**LEGAL/COMMUNITY AFFAIRS
COMMITTEE MEETING**

Committee Members: Director Handley and Director Lathi

Directors
Manny Fernandez
Tom Handley
Pat Kite
Anjali Lathi
Jennifer Toy

**AGENDA
Friday, May 20, 2022
11:00 A.M.**

**Alvarado Conference Room
5072 Benson Road
Union City, CA 94587**

Officers
Paul R. Eldredge
*General Manager/
District Engineer*

Karen W. Murphy
Attorney

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1. Call to Order

2. Roll Call

3. Public Comment

Public Comment is limited to three minutes per individual, with a maximum of 30 minutes per subject. If the comment relates to an agenda item, the speaker should address the Board at the time the item is considered. Speaker cards will be available and are requested to be completed prior to the start of the meeting.

4. Items to be reviewed for the Regular Board meeting of May 23, 2022:

- April 2022 Monthly Operations Report – Odor and Workgroup Reports
 - Consider a Resolution to Accept a Sanitary Sewer Easement and Quitclaim Two Easements for Tract 8205 – Niles Gateway Phase 1, Located at 37899 Niles Boulevard, in the City of Fremont
 - Consider a Resolution to Accept a Sanitary Sewer Easement for Tract 8477 – Oliveira Farm Cottages, Located at 39392 Blacow Road, in the City of Fremont
-

5. Adjournment

Items reviewed at committee meetings will be included in the agenda packet for the upcoming Board meeting. No action will be taken at committee meetings.

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

**MINUTES OF THE MEETING OF THE
BOARD OF DIRECTORS OF
UNION SANITARY DISTRICT/UNION SANITARY DISTRICT FINANCING
AUTHORITY
May 9, 2022**

This meeting was held pursuant to Government Code Section 54953 (as amended by AB 361), which authorizes teleconferenced meetings under the Brown Act during a proclaimed state of emergency. The Governor of California proclaimed a State of Emergency related to COVID-19 on March 4, 2020. Consistent with Government Code Section 54953, this meeting was not physically open to the public and Board Members teleconferenced into the meeting. To maximize public safety while still maintaining transparency and public access, members of the public were able to observe the Board Meeting and provide public comment by sending comments to the Board Clerk.

CALL TO ORDER

President Kite called the meeting to order at 4:00 p.m. The regular meeting time was modified due to the COVID-19 emergency.

SALUTE TO THE FLAG

ROLL CALL

PRESENT: Pat Kite, President
Anjali Lathi, Vice President
Manny Fernandez, Secretary
Jennifer Toy, Director
Tom Handley, 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
Chris Pachmayer, Fabrication, Maintenance, and Construction Coach
Ric Pipkin, Enhanced Treatment and Site Upgrade Program Manager
Allan Briggs, Interim Capital Improvement Projects Team Coach
Marcus Lee, Treatment and Disposal Services Coach
Michelle Powell, Communications and Intergovernmental Relations Coordinator
Sharon Anderson, Administrative Specialist
Regina McEvoy, Executive Assistant to the General Manager/Board Clerk

APPROVE MINUTES OF THE UNION SANITARY DISTRICT BOARD MEETING OF APRIL 25, 2022

It was moved by Secretary Fernandez, seconded by Director Handley, to Approve the Minutes of the Board Meeting of April 25, 2022. Motion carried with the following vote:

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

APPROVE MINUTES OF THE UNION SANITARY DISTRICT SPECIAL BOARD MEETING OF APRIL 28, 2022

It was moved by Vice President Lathi, seconded by Director Toy, to Approve the Minutes of the Special Board Meeting of April 28, 2022. Motion carried with the following vote:

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

WRITTEN COMMUNICATIONS

There were no written communications.

PUBLIC COMMENT

There was no public comment.

ELECTION OF OFFICERS FOR THE BOARD OF DIRECTORS

General Manager Eldredge stated Policy No. 3070, Boardmember Officers and Committee Membership, states the Board shall annually elect by majority vote the President, Vice President, and Secretary. Staff recommended the Board appoint and elect by motion the officers to serve as President, Vice President, and Secretary, in accordance with District Policy No. 3070.

It was moved by Director Handley, seconded by Director Toy, to Elect Director Lathi to Serve as President, Director Fernandez to Serve as Vice President, and Director Toy to Serve as Secretary for Approximately One-year Terms. Motion carried with the following vote:

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

SCHEDULING PUBLIC HEARING TO CONSIDER COLLECTION OF SEWER SERVICE CHARGES ON THE TAX ROLL FOR FISCAL YEAR 2023

This item was reviewed by the Legal/Community Affairs Committee. Business Services Manager/CFO Carlson stated the purpose of this item is for the Board to consider placing the sewer service charges for Fiscal Year 2023 on the tax rolls and set the date for the public hearing to consider authorizing collection. After the Board sets the hearing date, staff will prepare the report to be considered at the public hearing and will publish the required Notice included in the Board meeting packet in the Tri-City Voice and The Argus newspapers. Staff recommended the Board Set the time for holding the public hearing to consider collection of sewer service charges on the tax roll for fiscal year 2023, at 4:00 p.m. or as soon thereafter as the matter may be heard, on June 27, 2022, to be held in the Boardroom at 5072 Benson Road, Union City, California, or via teleconference.

It was moved by Director Toy, seconded by Secretary Fernandez, to Set the Time for Holding the Public Hearing to Consider Collection of Sewer Service Charges on the Tax Roll for Fiscal Year 2023, at 4:00 p.m. or as Soon Thereafter as the Matter May be Heard, on June 27, 2022, to be Held in the Boardroom at 5072 Benson Road, Union City, California, or Via Teleconference. Motion carried with the following vote:

AYES: Fernandez, Handley, Kite, Lathi, Toy

NOES: None

ABSTAIN: None

ABSENT: None

AUTHORIZE THE GENERAL MANAGER TO EXECUTE AN AGREEMENT AND TASK ORDER NO. 1 WITH HDR, INC., FOR VALUE ENGINEERING SERVICES FOR THE ENHANCED TREATMENT AND SITE UPGRADE PHASE 1B PROJECT

This item was reviewed by the Engineering and Information Technology Committee. Enhanced Treatment and Site Upgrade (ETSU) Program Manager Pipkin stated the ETSU Phase 1B Project will include construction of secondary clarifiers and effluent facilities. Design for the Project commenced in January 2021 and staff recently received the 90% design submittal. Prior to finalizing the design, staff recommends performing an independent value engineering review of the Phase 1B Project to identify capital and life cycle cost saving opportunities. The effort will include conducting a detailed review of the 90% design documents, a one-week onsite workshop, and presentation and documentation of cost saving opportunities that may be incorporated into the design. In response to a Request for Proposals to seek a qualified consultant to provide value engineering services for the Phase 1B Project, staff received proposals from two firms. Staff is recommending selection of HDR Engineering, Inc. based upon their qualifications, relevant experience, and approach to providing an efficient review process. On April 20, 2022, staff publicly posted and informed proposers of its recommended consultant and the protest period has since elapsed. An Agreement and Task Order No. 1 has been negotiated with HDR to provide the professional services required to complete value engineering review of the Project; the total not to exceed fee for services in Task Order

No. 1 will be \$126,327. Staff recommended the Board authorize the General Manager to execute an Agreement and Task Order No. 1 with HDR Engineering, Inc. for Value Engineering services for the Enhanced Treatment and Site Upgrade (ETSU) Phase 1B Project in the amount of \$126,327.

It was moved by Secretary Fernandez, seconded by Vice President Lathi, to authorize the General Manager to Execute an Agreement and Task Order No. 1 with HDR Engineering, Inc. for Value Engineering Services for the Enhanced Treatment and Site Upgrade (ETSU) Phase 1B Project in the Amount of \$126,327. Motion carried with the following vote:

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

REVIEW AND APPROVE CHANGES TO POLICY NO. 3210, BOARDMEMBER USE OF EMAIL FOR DISTRICT BUSINESS

This item was reviewed by the Legal/Community Affairs Committee. Executive Assistant to the General Manager/Board Clerk McEvoy stated Board Policy No. 3210 provides guidance for Board use of email for District business. Policy No. 3210 is scheduled to be reviewed and approved by the Board every two years. Staff reviewed the Policy and proposed minor edits and updated formatting. Staff recommended the Board review and approve proposed changes to Board Policy No. 3210, Boardmember Use of Email for District Business.

It was moved by Director Toy, seconded by Vice President Lathi, to Approve Policy No. 3210, Boardmember Use of Email for District Business. Motion carried with the following vote:

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

REVIEW AND APPROVE CHANGES TO POLICY NO. 2165, PAPERLESS BOARD AGENDA PACKET AND USE OF ELECTRONIC EQUIPMENT

This item was reviewed by the Legal/Community Affairs Committee. Executive Assistant to the General Manager/Board Clerk McEvoy stated Board Policy No. 2165 defines the acceptable and appropriate use of electronic equipment in conjunction with paperless Board packets. Policy No. 2165 is scheduled to be reviewed and approved by the Board every three years. Staff reviewed the Policy and proposed minor edits and updated formatting. Staff recommended the Board review and approve proposed changes to

Board Policy No. 2165, Paperless Board Agenda Packet and Use of Electronic Equipment.

It was moved by Director Handley, seconded by Vice President Lathi, to Approve Policy No. 2165, Paperless Board Agenda Packet and Use of Electronic Equipment. Motion carried with the following vote:

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

CONSIDER ADOPTION OF A RESOLUTION AUTHORIZING THE USE OF TELECONFERENCE MEETINGS IN COMPLIANCE WITH AB 361

District Counsel Murphy stated AB 361 requires public agencies to make findings by majority vote within 30 days of the first teleconferenced meeting under AB 361 and every 30 days thereafter that a state of emergency still exists and continues to directly impact the ability of the members to meet safely in person, or that officials continue to impose or recommend measures to promote social distancing. The District is continuing to hold teleconferenced meetings as allowed under AB 361 due to the ongoing public health threat of COVID-19. The proposed resolution includes findings required by AB 361 to allow the District to hold teleconferenced meetings. Staff recommended the Board adopt a resolution authorizing the use of teleconference meetings in compliance with AB 361.

It was moved by Secretary Fernandez seconded by Director Toy, to Adopt Resolution No. 2965 Authorizing the Use of Teleconference Meetings in Compliance with AB 361. Motion carried with the following vote:

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

INFORMATION ITEMS:

Receive Information Regarding Fees to the Alameda County Water District (ACWD) for the Enhanced Treatment and Site Upgrade Phase 1A Campus Building Project

This item was reviewed by the Budget & Finance Committee. Enhanced Treatment and Site Upgrade Program Manager Pipkin stated the ETSU Phase 1A Campus Building Project will include construction of a campus building that will consolidate the District's existing administration, control/lab, and fabrication, maintenance, and construction (FMC) buildings. ETSU Program construction will require relocation of the ACWD water main and existing ACWD water meters that feed the treatment plant and the separate buildings. Relocation of the ACWD water main and meters will be included in construction of the new Campus Building. Construction of the Campus Building will require relocation of the

Plant's existing irrigation and fire services water meters. A new separate service for the occupied buildings (Campus and Field Operations buildings) will be required; the new 3-inch meter for these buildings will have a capacity fee of approximately \$150,000.

The polymer used for dewatering biosolids requires potable water for blending prior to mixing with the biosolids. District staff have begun evaluating if filtering the treatment plant's secondary effluent to a higher level could replace the use of potable water for the dewatering system. If it will not be possible to use treated secondary effluent in lieu of potable water for polymer mixing, staff may need to revisit upgrading the 4-inch water meter to a 6-inch water meter which would incur additional connection fees from ACWD.

ACWD fees for inspection and installation are estimated to be approximately \$200,000. Staff will bring the capacity fee payments to the Board for consideration when nearing the appropriate time to pay the fees, which is estimated to be as early as June 2022. If the 6-inch meter is deemed necessary, staff will bring back a staff report for the Board's consideration.

Board Expenses for 3rd Quarter of Fiscal Year 2022

This item was reviewed by the Budget & Finance Committee. General Manager Eldredge provided an overview of the Board Expenses for the 3rd quarter of Fiscal Year 2022 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.

Check Register

There were no questions regarding the check register.

COMMITTEE MEETING REPORTS:

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

GENERAL MANAGER'S REPORT:

- The Board Budget Workshop will be held at 4:00 p.m. on Tuesday, May 10, 2022.
- Internal and External Committee Assignments for the Board will be included in the May 23, 2022, Board meeting packet.
- The Campus bid opening has been moved from May 10 to May 24, 2022.
- The District received notification that ETSU Program projects have been submitted by our Federal representatives for consideration by the House and Senate Appropriations Committees.

OTHER BUSINESS:

There was no other business.

ADJOURNMENT:

The meeting was adjourned at 4:26 p.m. to a Board Workshop to be held virtually on Tuesday, May 10, 2022, at 4:00 p.m.

SUBMITTED:

ATTEST:

REGINA McEVOY
BOARD CLERK

JENNIFER TOY
SECRETARY

APPROVED:

ANJALI LATHI
PRESIDENT

Adopted this 23rd day of May 2022

**MINUTES OF THE SPECIAL MEETING OF THE
BOARD OF DIRECTORS OF
UNION SANITARY DISTRICT
May 10, 2022**

This meeting was held pursuant to Government Code Section 54953 (as amended by AB 361), which authorizes teleconferenced meetings under the Brown Act during a proclaimed state of emergency. The Governor of California proclaimed a State of Emergency related to COVID-19 on March 4, 2020. Consistent with Government Code Section 54953, this meeting was not physically open to the public and all Board Members teleconferenced into the meeting. To maximize public safety while still maintaining transparency and public access, members of the public were able to observe the Board Meeting and provide public comment by sending comments to the Board Clerk.

CALL TO ORDER

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

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
Mark Carlson, Business Services Manager/CFO
Raymond Chau, Technical Services Manager
Armando Lopez, Treatment and Disposal Services Manager
Jose Rodrigues, Collection Services Manager
Ric Pipkin, Enhanced Treatment and Site Upgrade Program Manager
Chris Pachmayer, Fabrications, Maintenance, and Construction Coach
Marcus Lee, Treatment and Disposal Services Coach
Sharon Anderson, Administrative Specialist
Regina McEvoy, Executive Assistant to the General Manager/Board Clerk

PUBLIC COMMENT

There was no public comment.

BOARD WORKSHOP

General Manager Eldredge and Business Services Manager/CFO Carlson presented the Fiscal Year 2023 Draft Operating Budget. Technical Services Manager Chau presented the 20-year Capital Improvements Projects Draft Budget.

ADJOURNMENT:

The special meeting was adjourned at approximately 4:55 p.m. to the next Regular Board Meeting to be held Monday, May 23, 2022, at 4:00 p.m.

SUBMITTED:

ATTEST:

REGINA McEVOY
BOARD CLERK

JENNIFER TOY
SECRETARY

APPROVED:

ANJALI LATHI
PRESIDENT

Adopted this 23rd day of May, 2022



Union Sanitary District

Monthly Operations Report

April 2022



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2022 MONTHLY OPERATIONS REPORT

The April 2022 Monthly Operations Reports highlights the District's performance in the following areas:

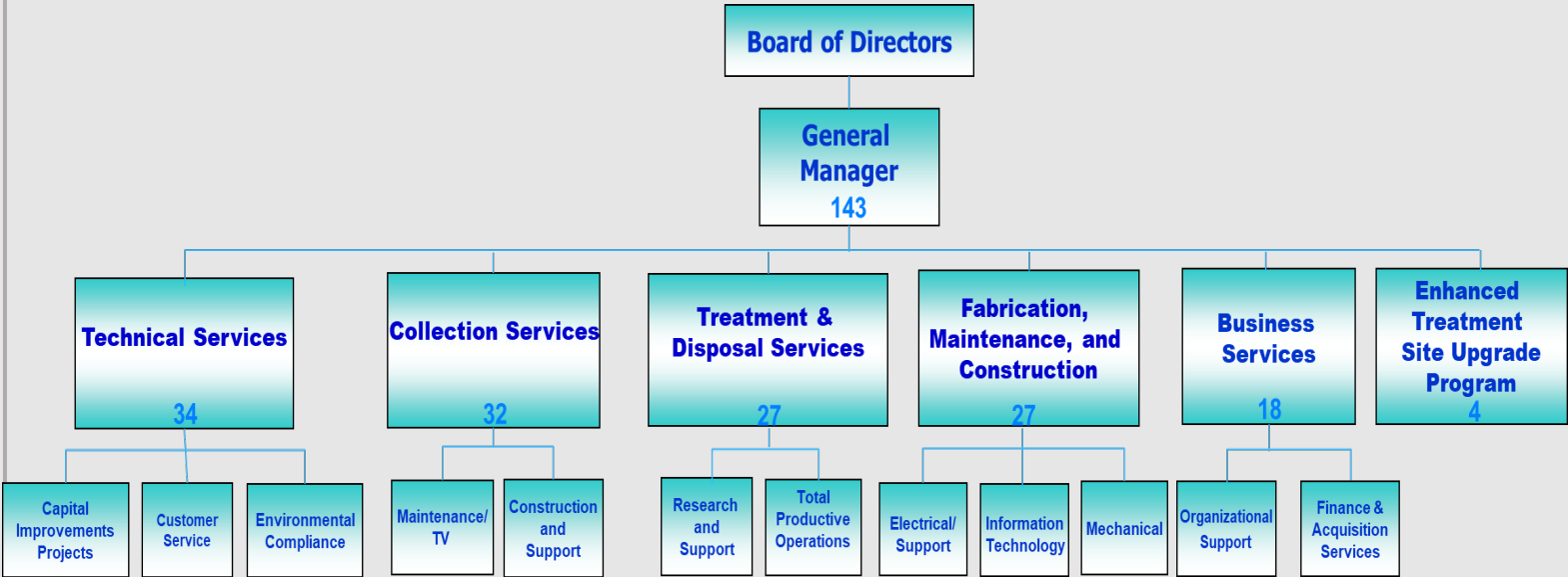
- **Organizational Overview**
- **Financial Reports**
 - Budget and Finance Report
 - Investment Portfolio
 - Portfolio Holdings by Asset Class and by Maturity Range
- **Customer Relations**
 - Odor Investigations and Response
 - Service Request and Response
 - Communication and Outreach
- **Plant Operations**
- **Maintenance Report**
 - Collection System
 - Plant and Pump Stations
 - Information Technology
- **Capital Improvement Projects (CIP) Report**
 - Current Construction Projects
 - Studies and Designs
- **Permitting and Inspections**
- **Staffing and Personnel**



Organizational Overview

2022 MONTHLY OPERATIONS REPORT

Union Sanitary District operates a 33-acre wastewater treatment facility in Union City and provides collection, treatment, and disposal services to a total population of over 356,000 in Fremont, Newark and Union City, California. The District maintains over 839 miles of underground pipeline in its service area.



Executive Team

Paul Eldredge	General Manager/District Engineer	Oversees District operations and liaison to the Board of Directors
Mark Carlson	Business Services/CFO	Includes Finance, Purchasing, Human Resources, and Safety
Jose Rodrigues	Collection Services	Maintains, and repairs the sewer lines and manholes throughout the service area
Raymond Chau	Technical Services	Permits and inspections, pretreatment program, and capital improvements
Armando Lopez	Treatment and Disposal Services	Operates the treatment plant, process and analyze wastewater samples
Robert Simonich	Fabrication, Maintenance, and Construction	Information technology, equipment installation, service, repair for the plant and pump stations



Financial Report

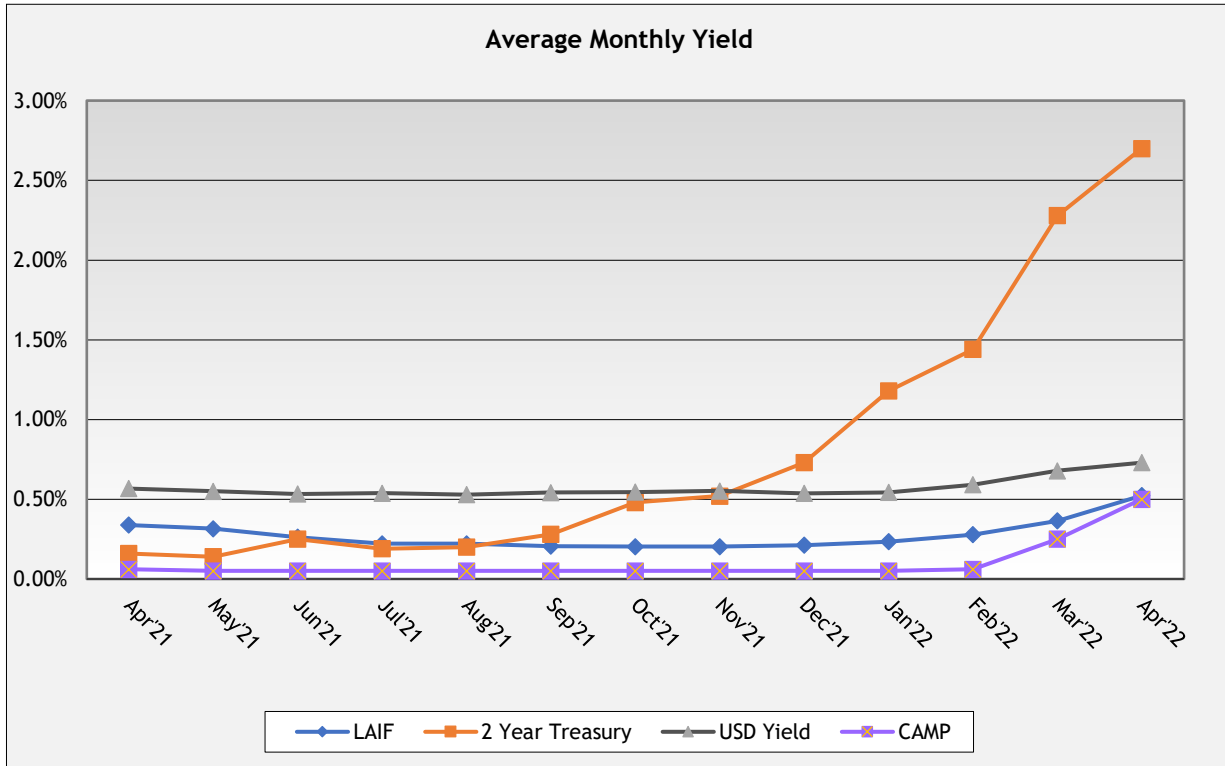
2022 MONTHLY OPERATIONS REPORT

Total Revenues and Expenditures

FY 2022	Year-to-date as of 04/30/22		83% of year elapsed	Audited Last Year Actuals 6/30/21
Revenues				
	Budget	Actual	% of Budget Rec'd	
Capacity Fees	\$ 4,949,820	\$ 4,385,134	89%	\$ 9,358,209
Sewer Service Charges	74,716,000	70,113,684	94%	62,142,806
Operating (Includes work groups and fund 85)	1,260,900	1,037,224	82%	1,315,019
Interest	1,085,000	796,252	73%	1,438,294
Misc. (Annex fees, forfeited deposits, Heliovaas)	50,000	1,595,093	3190%	17,720
Subtotal Revenues	<u>\$ 82,061,720</u>	<u>\$ 77,927,387</u>	<u>95%</u>	<u>\$ 74,272,049</u>
Bond Proceeds	110,000,000	110,626,705	100.6%	-
Total Revenues + Bond Proceeds	\$ 192,061,720	\$ 188,554,091	98%	\$ 74,272,049
Expenses				
	Budget	Actual	% of Budget Used	Last Year Actuals
Capital Improvement Program:				
Capacity Proj.	\$ 14,949,000	\$ 8,525,023	57%	\$ 21,520,168
Renewal & Repl. Proj.	28,240,200	9,311,170	33%	11,598,759
Operating (includes fund 85)	46,905,403	36,213,753	77%	45,515,755
Special Projects	3,960,104	455,478	12%	714,462
Retiree Medical (ADC)	1,421,401	1,294,138	91%	133,279
115 Pension Trust	3,000,000	3,000,000	100%	-
Vehicle & Equipment	125,000	-	0%	144,181
Information Systems	940,000	237,598	25%	502,358
Plant & Pump Stat. R&R	400,000	224,697	56%	162,400
Emerg. Fund	-	-	0%	
Cty Fee for SSC Admin.	115,000	111,726	97%	111,142
Debt Servicing:				
SRF Loans	-	7,712	0%	-
Bonds	12,019,092	7,120,147	59%	4,287,915
WIFIA	-	362,228	0%	100,000
Total Expenses	<u>\$ 112,075,200</u>	<u>\$ 66,863,669</u>	<u>60%</u>	<u>\$ 84,790,419</u>
Total Revenue & Proceeds less Expenses	\$ 79,986,520	\$ 121,690,422		(10,518,370)

Investment Portfolio

Performance Measures for the USD Investment Portfolio



	Dec'21	Jan'22	Feb'22	Mar'22	Apr'22
LAIF	0.21%	0.23%	0.28%	0.37%	0.52%
2 Year Treasury	0.73%	1.18%	1.44%	2.28%	2.70%
USD Yield	0.54%	0.54%	0.59%	0.68%	0.73%
CAMP	0.05%	0.05%	0.06%	0.25%	0.50%

LAIF: Local Agency Investment Fund Yield

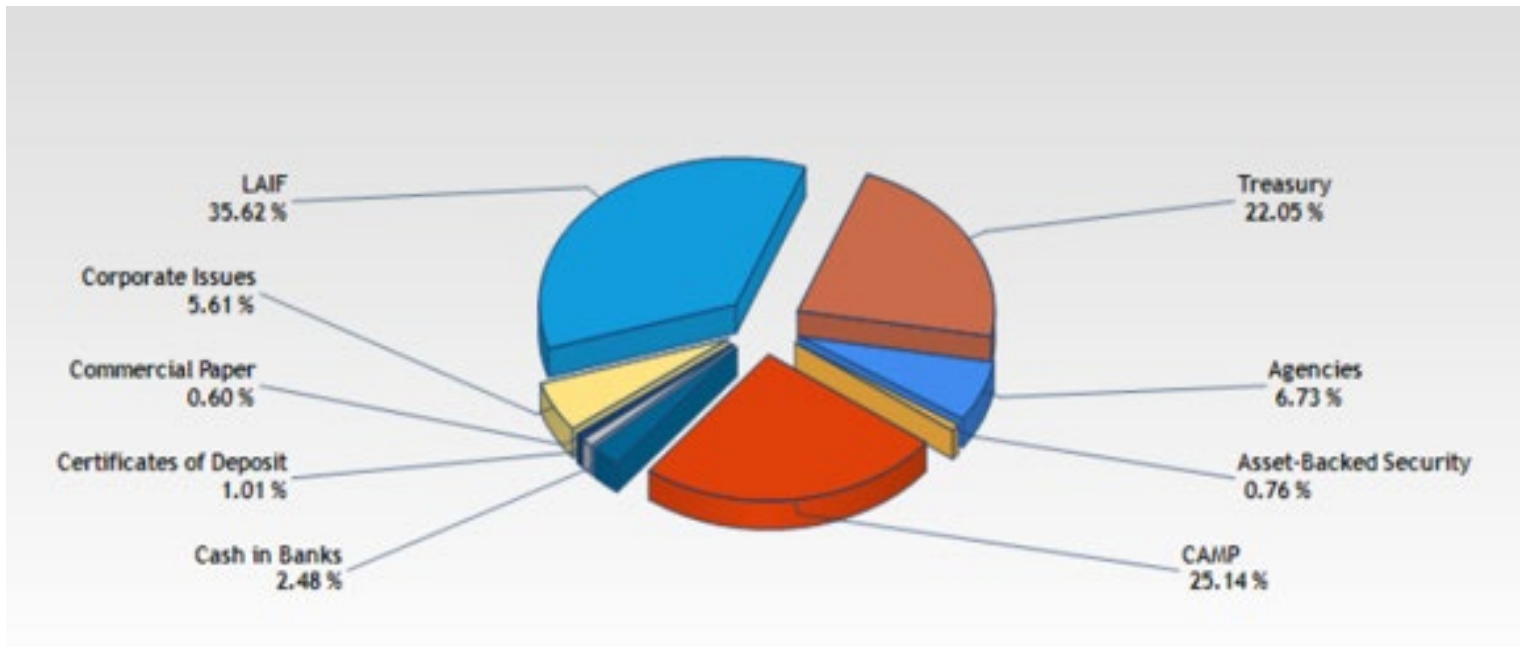
2 Year Treasury: Yield for investing in 2-Year U.S. Treasury security

USD Yield: Summarizes USD portfolio's yield

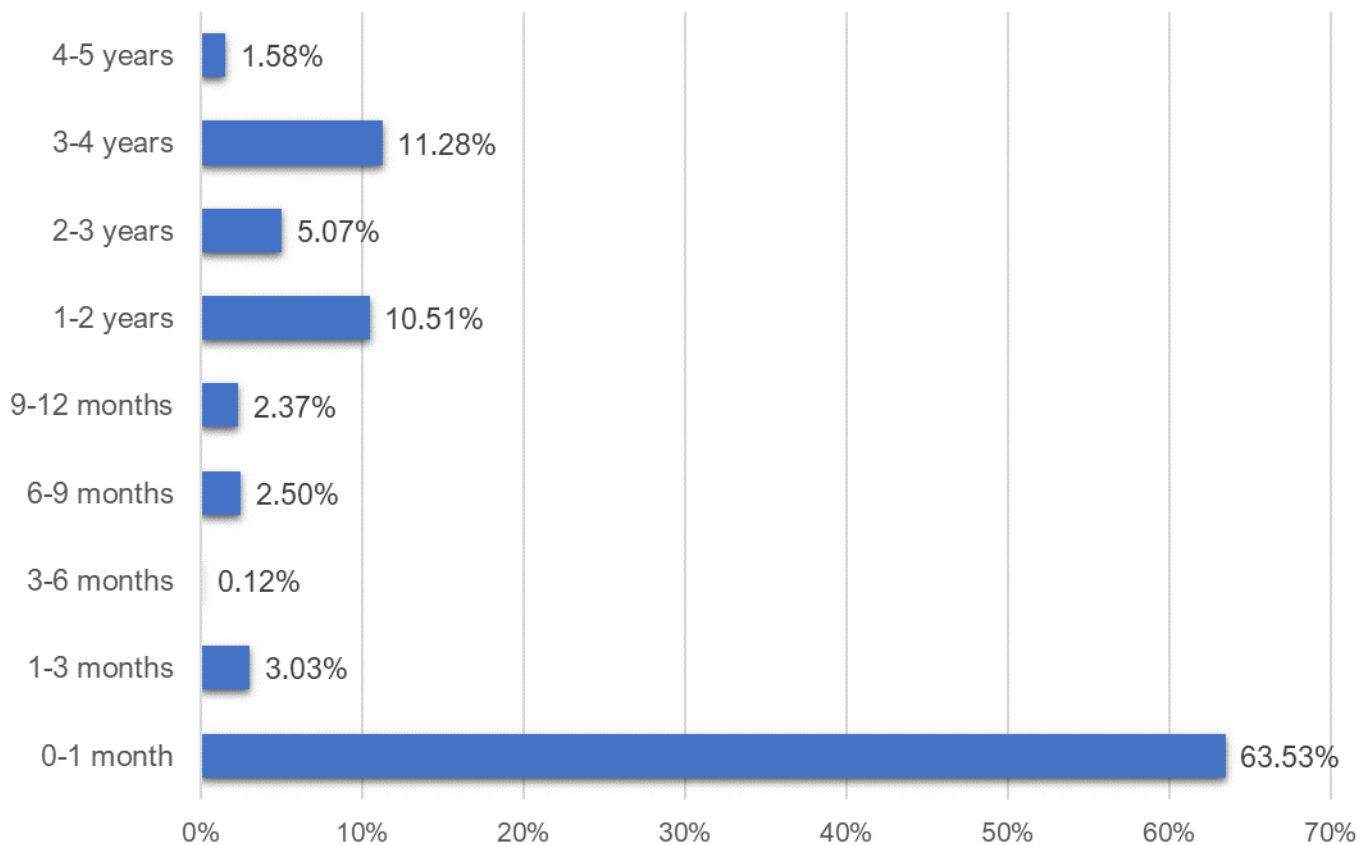
CAMP: California Asset Management Program Yield

Portfolio Holdings by Asset Class and by Maturity Range

Portfolio Holdings Distribution by Asset Class



Portfolio Holdings Distribution by Maturity Range



Union Sanitary District Odor Map and Report

During the recording period between April 1, 2022, through April 30, 2022, there was one odor related service request(s) received by the District.

City	Fremont		
District Related:	No	Date/Time:	4/30/2022 11:29AM
Location:	Gawain Court	Reported by:	Pallazi Jain
Weather/Temp:	Fair / 64°F	Wind:	South East / 13mph

Response and Follow-up: A Trouble Call Inspector was called to investigate a report of a foul odor at a residence. Upon arrival, no odor was detected outside. The inspector checked both the upstream and downstream manholes with a gas detector. The storm drains and surrounding areas were also checked, but nothing was found. Odor came exclusively from the house. The inspector followed up with the homeowner who shared that PG&E was also contacted, but no gas leaks were detected. No additional follow up at this time is required.

Union Sanitary District Odor Map and Report

Union Sanitary District-
Alvarado
Treatment Plant



1. Odor found, not related to USD



Legend

Odor Complaints: April 2022

- ★ Odor found, USD resolved (0)
- Odor found, not related to USD (1)
- ▲ No odor found (0)

Odor Complaints: May 2021 to Mar. 2022

- ★ Odor found, USD resolved (2)
- Odor found, not related to USD (4)
- ▲ No odor found (12)

Location of Odor Reports May 2021 to April 2022

0 0.5 1 2 3 4 5 Miles

24 of 271





Customer Relations

2022 MONTHLY OPERATIONS REPORT

Customer Service Response

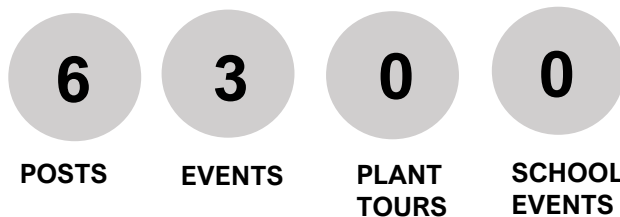
Front Desk Trouble Calls

Service calls that require immediate attention to support customer needs. Dispatched from the Front Desk during business hours.

Total Calls	Fremont	Newark	Union City	Total
Apr-22	11	0	0	11
Mar-22	10	1	1	12
Feb-22	9	7	3	19
Jan-22	8	5	3	16
Dec-21	11	2	2	15
Nov-21	8	4	5	17
6 Month Total				90
Apr-21	9	1	0	10

Communication and Outreach

Includes participation in local events, social media communication, plant tours, and school outreach events.



Social Media Posts:

- Keep garden chemicals out of drains
- Fats, Oils, and Grease
- CIP Coach recruitment
- HR Manager recruitment
- USD at Fremont Earth Day
- Bruce Wolfe Memorial Scholarship info

Events:

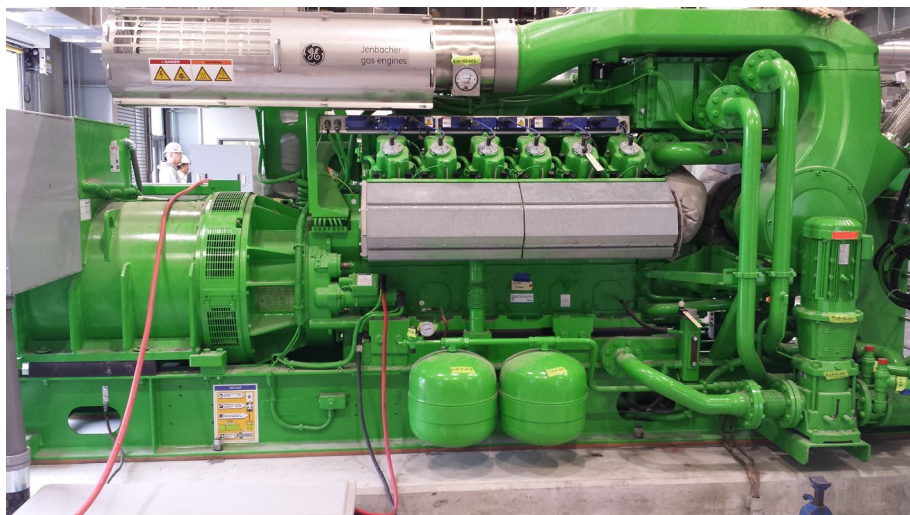
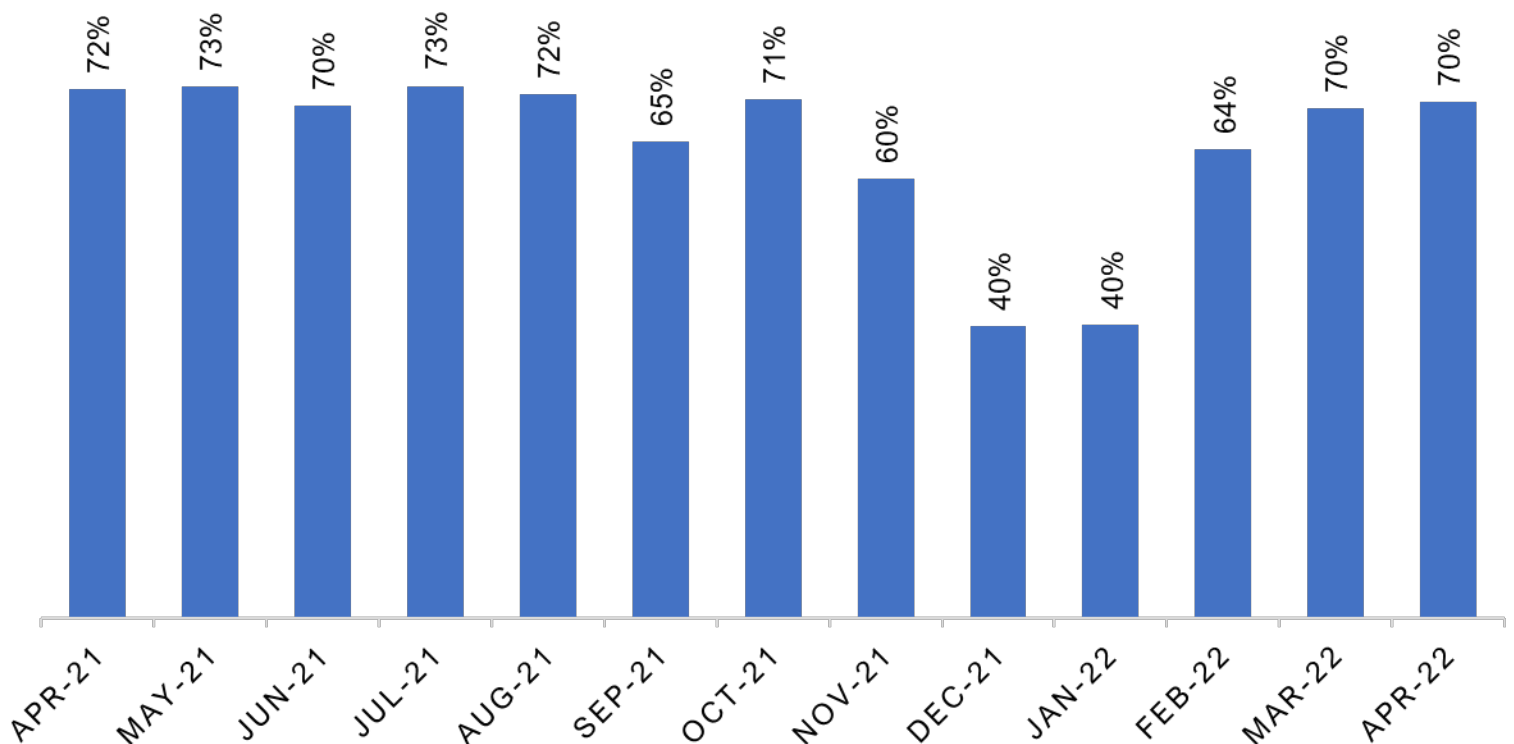
- City of Fremont Earth Day Saturday 4/23/22
- GM Presentation to City of Fremont 4/12/22
- GM Presentation to Union City Chamber of Commerce 4/27/22

Other Activities:

Cogeneration Engines at USD’s Wastewater Treatment Plant

The chart below shows the percentage of Plant power usage generated by the District’s cogeneration (cogen) engines monthly. The engines use biogas produced by the wastewater treatment process to generate power for the District’s treatment plant and lower energy costs.

Cogen Power Produced (% of total Plant load)





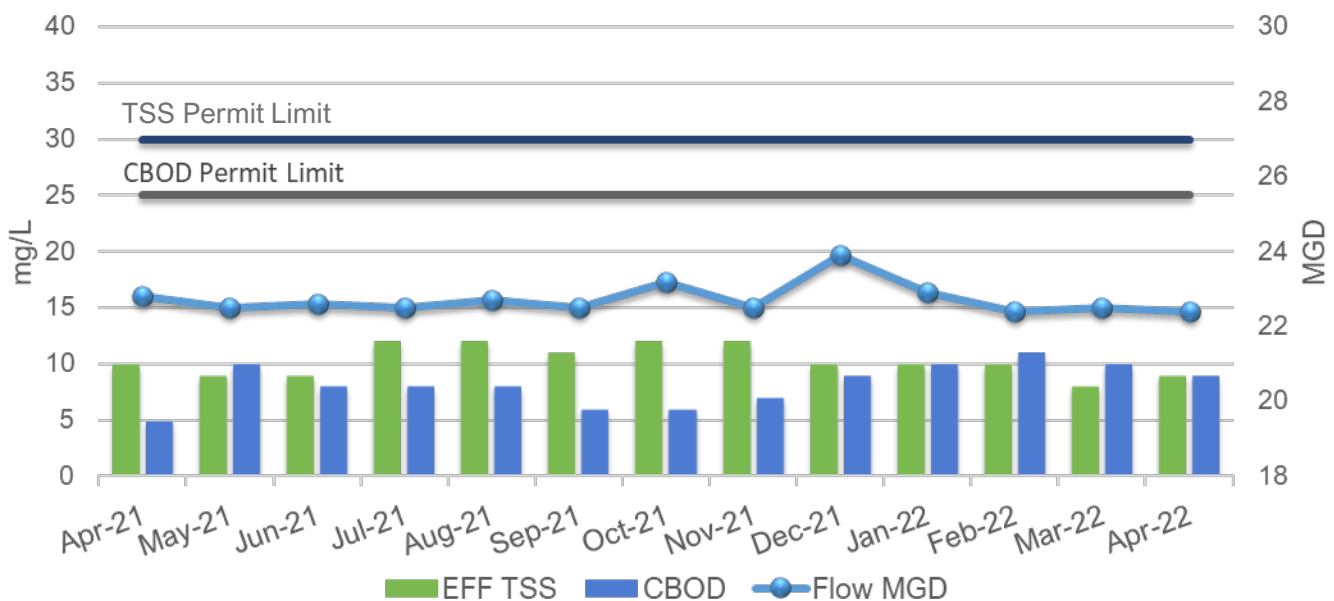
Plant Operations

2022 MONTHLY OPERATIONS REPORT

Lab Monitoring Results

USD's laboratory staff process over 6,200 samples and perform about 17,000 analyses every year to ensure discharges from the plant meet necessary standards.

Lab Results and Effluent Flow



EFF SS: Effluent Suspended Solids **CBOD:** Carbonaceous Biochemical Oxygen Demand **MGD:** Million Gallons per Day

USD's Final Effluent Monthly Monitoring Results

Parameter	Permit Limit	Feb-22	Mar-22	Apr-22
Copper, µg/l	78	6.0	5.5	3.7
Mercury, µg/l	0.066	0.0031	N/A	N/A
Cyanide, µg/l	42	E 1.0	ND 0.9	E 1.3
Ammonia- N, mg/L (Range)	130	41.2 - 45.0	42.9 - 56.1	37.3 - 45
Fecal Coliform, MPN/100ml (Range)				
• 5-Day Geometric Mean	500	34 - 45	26 - 40	13 - 21
• 11-Sample 90th Percentile	1100	54 - 60	60 - 75	7 - 138
Enterococci				
• Monthly Geometric Mean	240	20.3	29.8	10

E = Estimated value, concentration outside calibration range. For SIP, E = DNQ, estimated concentration.



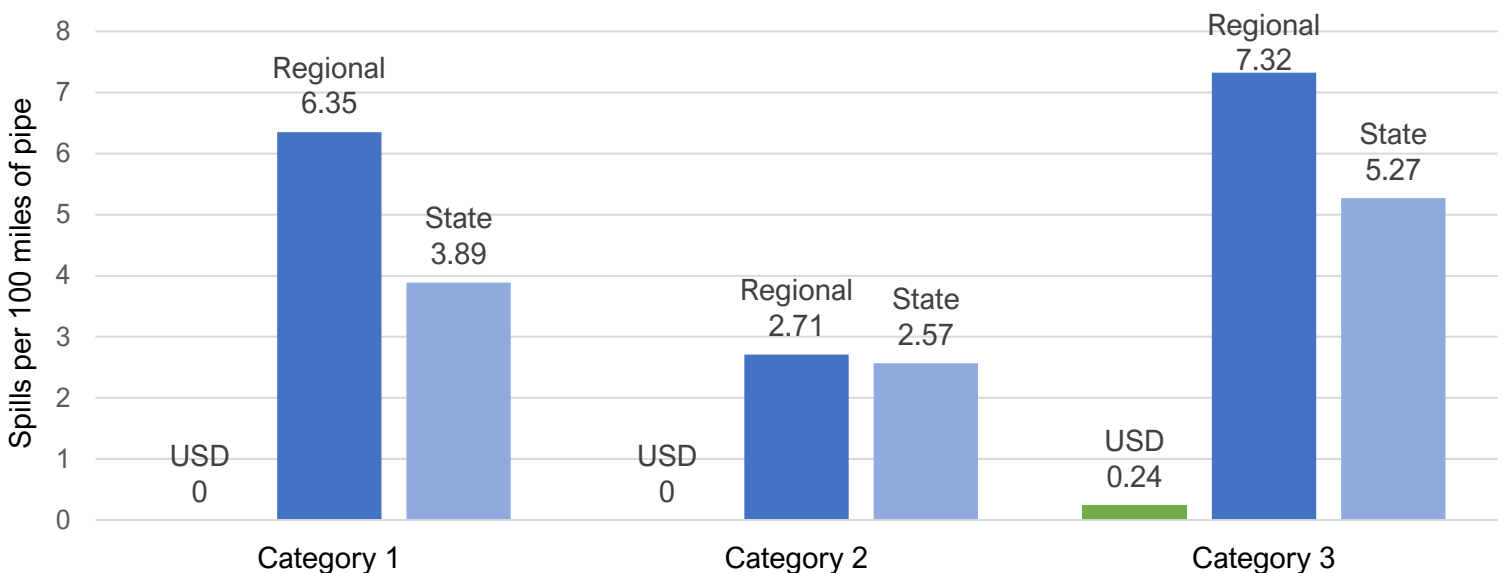
Maintenance Report

2022 MONTHLY OPERATIONS REPORT

Collection System Maintenance Work Completed

The Collection Services Workgroup maintains over 839 miles of gravity sewer through cleaning and televised inspection. They also service 63 District vehicles and maintain 3 buildings. Maintenance of equipment is completed by staff through sewer line repairs and work orders.

**Average Spills per 100 Miles of Sewer Over the Last 12 Months
USD vs. Regional vs. State**



Definition of Spill Categories

- Category 1: 1,000 gallons or more. Discharges to surface water, not fully captured.
- Category 2: 1,000 gallons or more. Does not reach surface water, not fully captured.
- Category 3: 1,000 gallons or less. Does not reach surface water, fully captured.

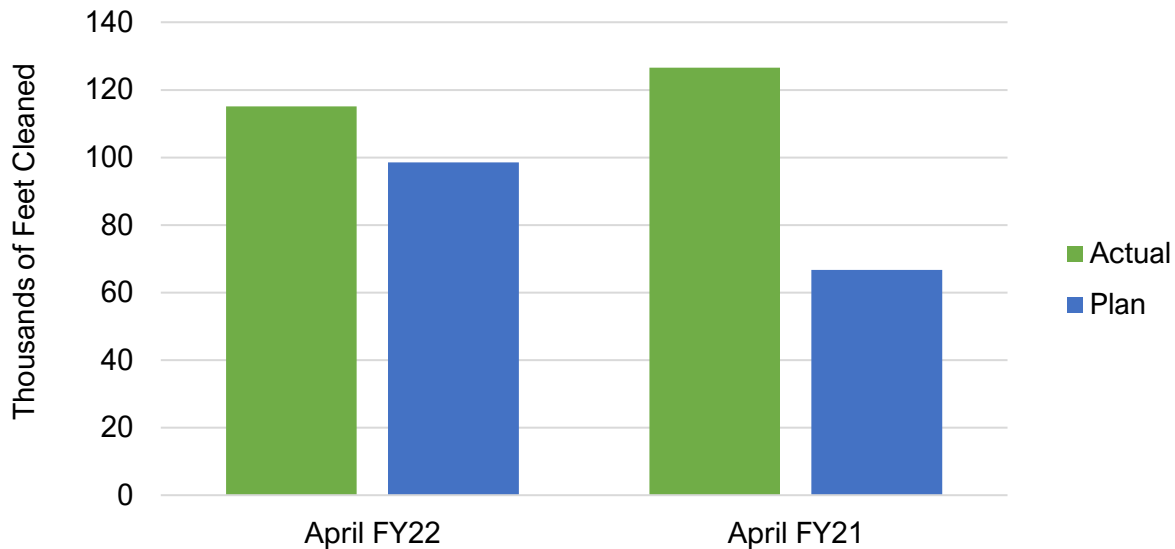
	This Month	Fiscal Year to Date	Historical Monthly Average
Sewer Line Repairs- # of Open Trench	1	9	2
Sewer Line Repairs- # of Trenchless	21	187	14
Work Orders Completed on Vehicles and Buildings	202	1941	171



Maintenance Report

2022 MONTHLY OPERATIONS REPORT

Sewer Line Cleaning



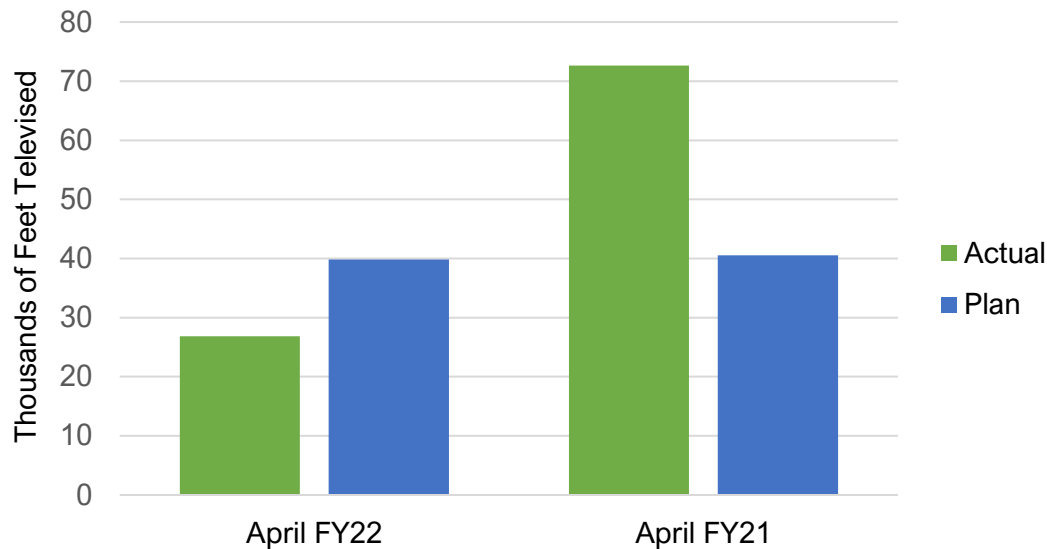
Cleaning Cost per Foot=\$1.05							
Description	FY22 Qtr 2 Footage	FY22 Qtr 3 Footage	Apr-22 Footage2	FY22 Footage	Historical FY21 Footage	FY22 Goal	% Completed to Plan
84 Month Hydro-Jet Clean	145,468	191,274	77,434	528,298	537,616	634,499	83.3%
Selective Line Cleaning	49,758	45,349	8,750	164,256	200,764	193,168	85.0%
Special Condition Clean (not in total)	3,108	14,551	3,435	26,710	23,622	24,124	110.7%
Root Control/Chemical Clean	58,217	75,831	28,928	292,369	338,555	354,820	82.4%
Totals	253,443	312,454	115,112	984,923	1,081,602	1,182,487	83.3%



Maintenance Report

2022 MONTHLY OPERATIONS REPORT

Sewer Line Inspection and Televising



Televising Cost per Footage=\$1.20							
Description	FY22 Qtr 2 Footage	FY22 Qtr 3 Footage	Apr-22 Footage2	FY22 Footage/ Count	Historical FY21 Footage/ Count	FY22 Goal	% Completed to Plan
84 Month TV Inspection	96,938	123,587	26,874	366,695	481,639	423,311	86.6%
84 Month Manhole Inspection Count	608	1,060	123	2,233	1,163	2,351	95.0%
Visual/Condition, Pre/Post Cnst TV (not in total)	3,515	-	744	4,441	1,793	17,347	25.6%
Visual Manhole Inspection Count (not in total)	163	57	1	359	329	-	-
New Development, CIP, Misc (not in total)	3,863	7,394	5,209	21,707	33,140	39,736	54.6%
QA/QC Line Condition	18,196	898	-	19,094	19,201	19,317	98.8%
QA/QC Root Control	8,268	-	-	35,577	22,270	35,482	100.3%
Totals	123,402	124,820	26,874	421,366	523,110	478,110	88.1%

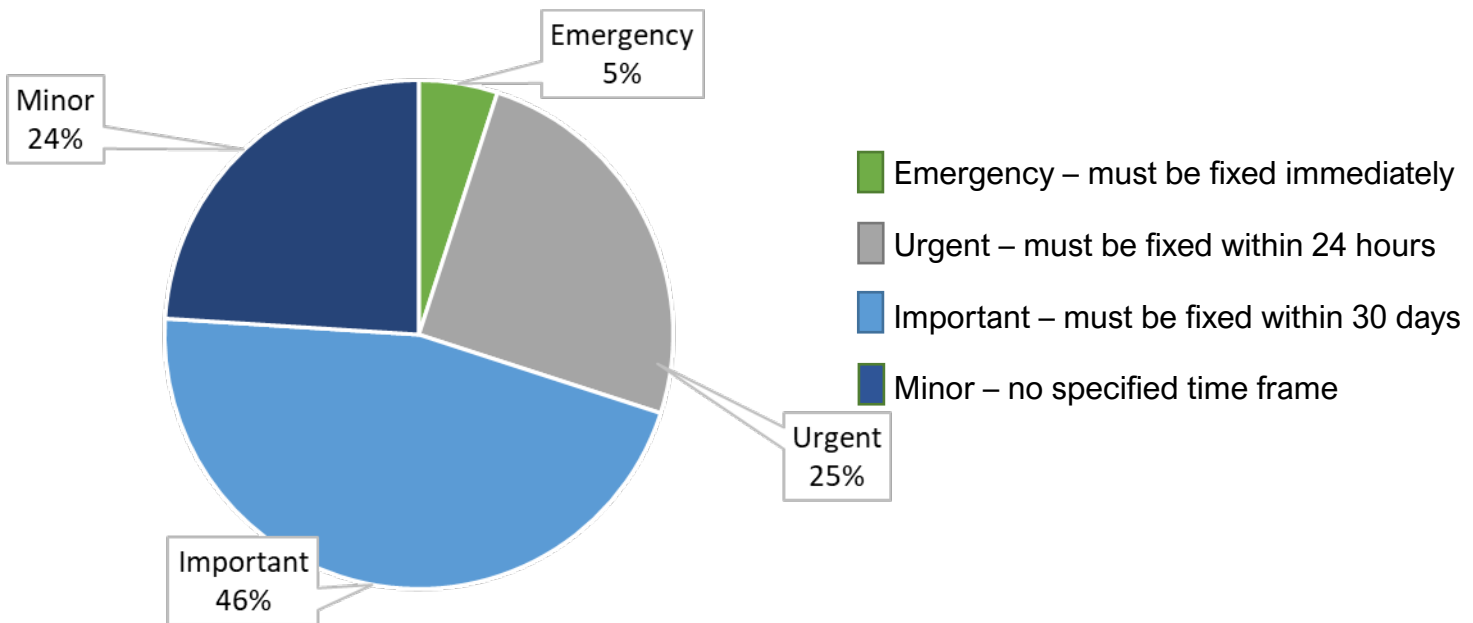


Maintenance Report

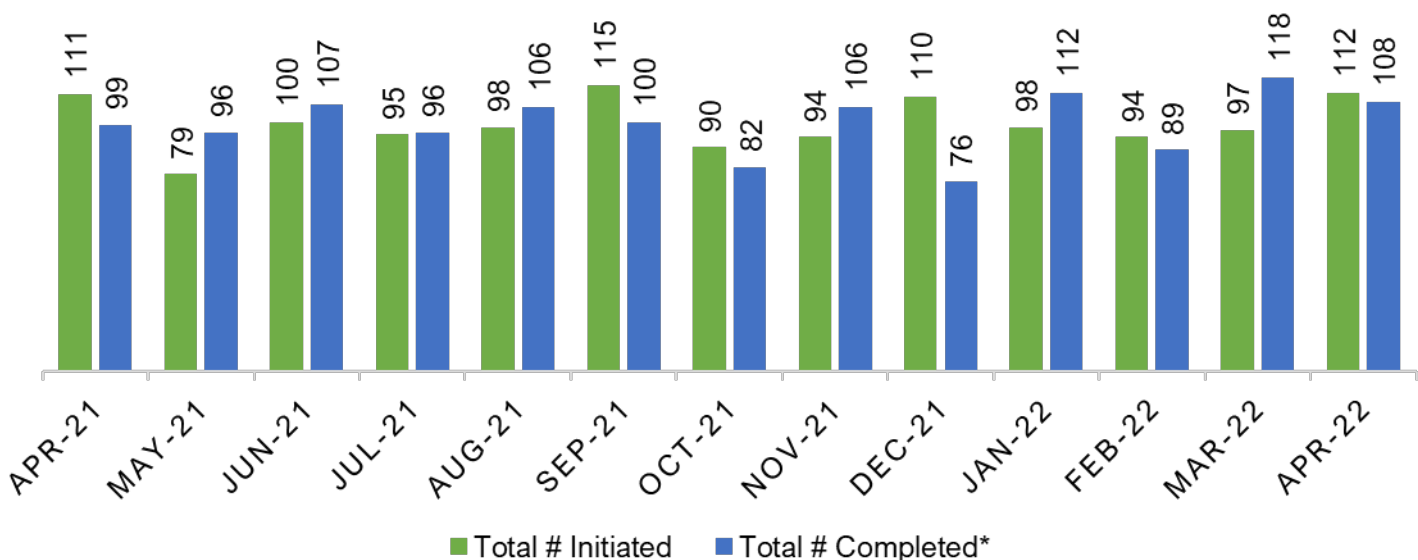
2022 MONTHLY OPERATIONS REPORT

Plant and Pump Stations Maintenance Work Completed

Equipment at our Plant and Pump/Lift stations is maintained by mechanics and other staff through completion of work orders. Staff completed 98.41% of preventative maintenance activities for the month in addition to the following shown below.



Work Orders Initiated and Completed



*The number of work orders completed in a month is dependent upon several factors including the availability of necessary parts and the amount of time required by staff to accomplish a given task.



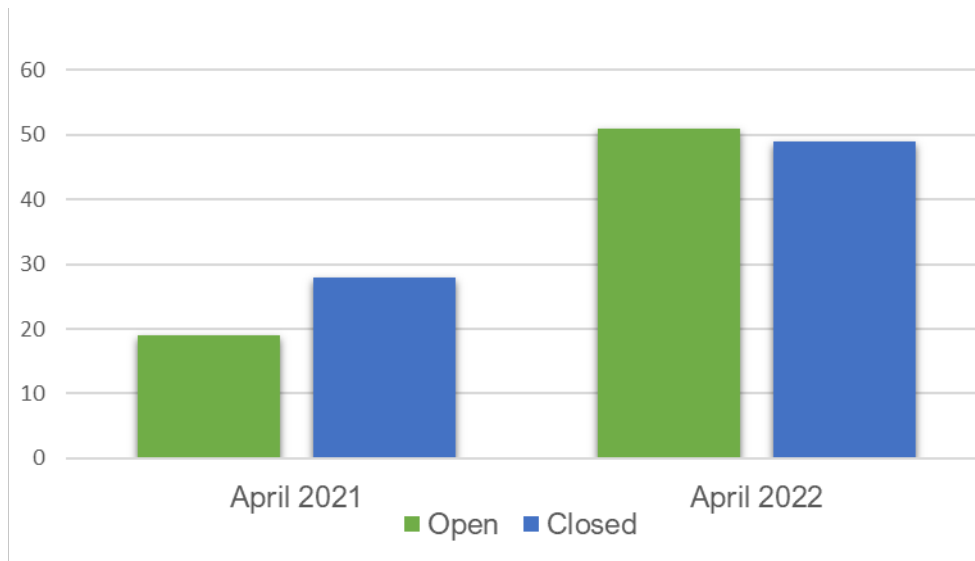
Maintenance Report

2022 MONTHLY OPERATIONS REPORT

Information Technology

USD's Information Technology (IT) staff install, upgrade, and maintain District computers and software systems. IT staff responsibilities include ongoing maintenance of systems critical to operation of our wastewater treatment plant and pump stations.

IT Help Desk Tickets



Managed and Hosted IT Asset Uptime

Asset Name	USD Managed or Hosted by Third Party	% Up time
USD Website	Hosted	99.93%
Email Server	Hosted	99.93%
Newark Pump Station	USD Managed	99.95%
Boyce Pump Station	USD Managed	99.95%
Irvington Pump Station	USD Managed	99.97%
SCADA	USD Managed	100%
Total Average of All USD Servers	USD Managed	99.80%

The majority of our IT network assets are maintained onsite by IT staff with an uptime target of 99.90%. Additional assets, such as the USD website, are hosted externally by a third party.



Capital Improvement Projects

2022 MONTHLY OPERATIONS REPORT

Capital Improvement Project (CIP) Activities

Our engineers manage and coordinate project activities including completion of studies, designing of future projects, and project management of construction work at our Plant, Pump Stations, gravity sewer network, and Force Mains.

Current CIP Projects – Budget and % complete

Current (FY22) CIP Projects	Budget (\$1,000)	Spent to Date (\$1,000)	Scheduled Completion	Completed Scope
1 – Aeration Blower No. 11 Project	\$1,652	\$1,352	12/21	75%
2 – Alvarado Influent Pump Station Improvements Project	\$8,986	\$7,294	11/21	85%
3 – Cathodic Protection System Improvements Project	\$483	\$360	1/22	90%
4 – Centrifuge Building Improvements Project	\$688	\$540	10/21	99%
5 – Emergency Outfall Improvements Project	\$1,399	\$1,299	1/22	100%
6 – Force Main Corrosion Repairs Project – Phase 3	\$1,064	\$0	10/22	0%
7 – FY21 Cast Iron/Pipe Lining Project	\$307	\$220	5/21	100%
8 – FY21 Gravity Sewer Rehabilitation/ Replacement Project – Phase VII	\$595	\$595	10/21	100%
9- Irvington Basin Reinforced Concrete Pipe Rehabilitation Project	\$5,291	\$0	12/22	0%
10– Primary Digester No. 7 Project	\$23,758	\$22,783	5/22	98%
11 – Standby Power Generation System Upgrade Project	\$21,135	\$0	4/24	0%
12 – Wet Weather Flow Management – Calcium Thiosulfate Chemical Feed System	\$624	\$619	6/21	100%



Digester #7 Project



Capital Improvement Projects

2022 MONTHLY OPERATIONS REPORT

Design Phase – Budget and % of Completed Scope

Current (FY22) Design Phase	Budget (\$1,000)	Spent to Date (\$1,000)	Scheduled Completion	Completed Scope
1 – Cherry Street Pump Station Improvements Project	\$72	\$71	6/21	100%
2 – Plant Miscellaneous Improvements Project	\$185	\$160	3/22	75%
3 – Pump Stations Chemical System Improvements Project	\$738	\$634	10/21	95%
4 – Sodium Hypochlorite Loop Improvements Project	\$280	\$106	5/22	50%
5 – Switchboard No. 3 and MCC No. 25 Replacement Project	\$95	\$4	7/22	20%
6 – WAS Thickener Replacement Project	\$807	\$801	6/21	100%

Study Phase – Budget and % of Completed Scope

Current (FY22) Study Phase	Budget (\$1,000)	Spent to Date (\$1,000)	Scheduled Completion	Completed Scope
1 – Cogeneration Replacement and Ventilation Study	\$142	\$49	7/22	50%
2 – Energy Resiliency Study	\$256	\$0	12/22	2%
3 – Force Main Condition Assessment	\$121	\$32	10/22	60%
4 – Headworks Degritting Study	\$200	\$49	10/22	30%
5 – Odor Control Alternatives Study	\$493	\$465	12/20	99%
6 – Primary Digester No. 8 Feasibility Study	\$111	\$6	9/22	5%
7 – Pump Stations Condition Assessment Study	\$250	\$66	8/22	26%
8 – Sea Level Rise Study	\$162	\$14	11/22	20%
9 – Thermal Dryer Feasibility Study	\$128	\$47	7/22	50%



Permitting and Inspections

2022 MONTHLY OPERATIONS REPORT

Sewer Permits Issued

Permits issued upon approved completed plans.

Month	Repairs	Mains	New Laterals	ADUs	Restaurants	Other	Total
Apr-22	14	0	91	6	0	2	113
Mar-22	21	0	41	1	0	4	67
Feb-22	21	2	28	7	0	1	59

*New Laterals- New residential lateral connections

**Other- Non-residential construction (except restaurants)

Storm Water Inspections (City of Fremont)

Under contract with City of Fremont's Environmental Services Group, our inspectors conduct routine inspections and document enforcement actions.

Total Inspections		Total Monthly Enforcements						
Current Month	Fiscal Year to Date	Verbal Warning	Warning Letter	Notice of Violation	Admin Fine	Legal Action	Notice of Deficiency	Total
82	774	2	0	3	10	1	0	16

Pollution Prevention Inspections

Environmental Compliance conducts pollution prevention inspections at restaurants, car wash businesses, and other commercial facilities.

Total Inspections		Total Monthly Enforcements						
Current Month	Fiscal Year to Date	Verbal Warning	Warning Letter	Notice of Violation	Admin Fine	Legal Action	Notice of Deficiency	Total
42	423	4	11	0	0	0	0	15

Permitted Industrial Businesses

City	Industrial Permits
Fremont	63
Newark	18
Union City 35 of 271	12

Examples of Permitted Industrial Businesses:

- Tesla
- Washington Hospital
- US Pipe
- Western Digital
- Lam Research



Staffing and Personnel

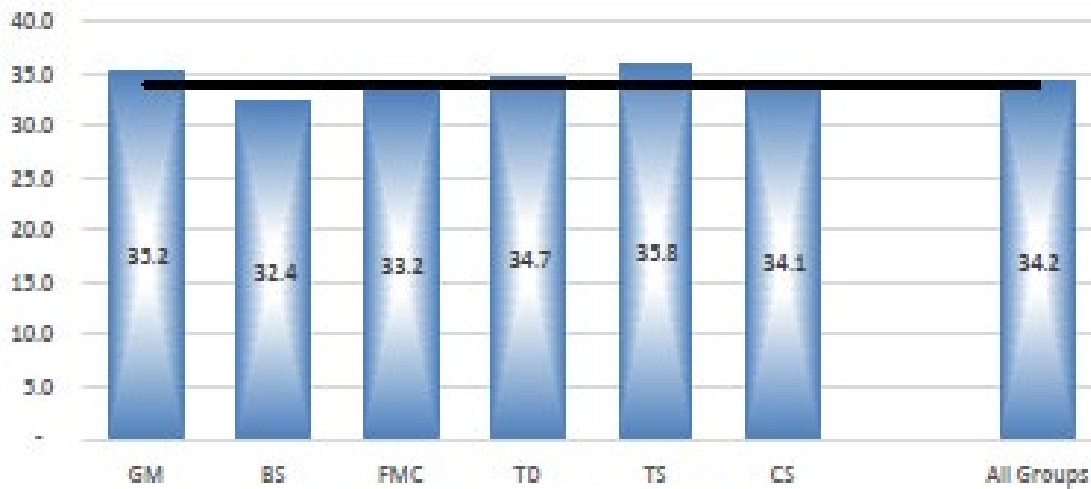
2022 MONTHLY OPERATIONS REPORT

Hours Worked and Leave Time by Work Group

June 24, 2021 through April 27, 2022

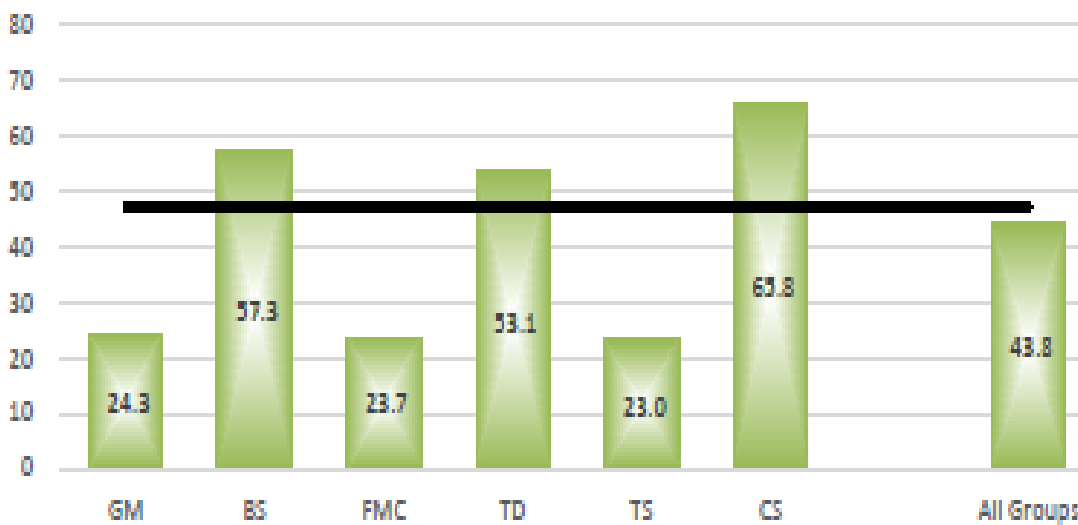
Weeks to Date 44 out of 52 (84.6%)

At-Work Hours Per Employee Per Week



Target is 34

Average Annual Sick Leave Used Per Employee Per Date



Target is 47

Recruitments

Position	Position Posted	Status
Instrument Technician/Electrician	1/5/2022	Justin Coleman, DOH 5/3/2022.
Technical Services Workgroup Manager	1/27/2022	Raymond Chau, Promotion 4/10/2022.
Environmental Outreach Representative	1/27/2022	Alicia Dutrow, DOH 4/11/2022.
Assistant Storekeeper/Storekeeper I	2/23/2022	Recruitment in progress.
Collection Services Planner/Scheduler I	3/4/2022	Kevin Coffee, Promotion 4/23/2022
Collection System Worker I	3/14/2022	Usable List. Isaiah Caetano, DOH 4/11/2022.
Administrative Specialist – Treatment & Disposal Services	3/30/2022	May Bautista, Lateral transfer 5/9/2022.
Capital Improvement Projects Coach	4/20/2022	Recruitment in progress.
Human Resources Manager	4/21/2022 Open until filled.	Recruitment in progress.
Lead Collection System Worker	4/26/2022	Internal Promotion, Recruitment in progress.
Collection Services Trainer	TBD	TBD
Administrative Specialist – Capital Improvement Projects	TBD	TBD



Directors
Manny Fernandez
Tom Handley
Pat Kite
Anjali Lathi
Jennifer Toy

Officers
Paul R. Eldredge
*General Manager/
District Engineer*

Karen W. Murphy
Attorney

**MAY 23, 2022
BOARD OF DIRECTORS MEETING
AGENDA ITEM # 6.b**

TITLE: Fiscal Year 2022 Third Quarter Managed Investment Portfolio Report (*This is an Information Item*)

SUBMITTED: Paul R. Eldredge, General Manager/District Engineer
Mark Carlson, CFO/Business Services Workgroup Manager

Recommendation
Information only.

Discussion

The attached report from PFM shows the District's investment positions for the 3rd Quarter of Fiscal Year 2022 (ending March 31, 2022)

This reporting format is intended to supplement the existing Monthly Operations Report provided by Staff for the months of January, February and March of 2022 and includes the following sections, which will be presented in detail:

- Market Update
- Investment Performance Review
- Portfolio Transactions and Holdings
- Disclosures
- Glossary

Representatives from PFM and Staff will be available to answer questions.

Background

In October of 2018, the Board authorized the General Manager to sign the Portfolio Management Services Contract with PFM Asset Management LLC (PFM) for investment management services. The strategy behind this decision was to maximize investment returns to

the extent practicable, while maintaining compliance with all policy, legal and regulatory requirements for government agency investments. The provision of comprehensive portfolio reporting and current economic analyses were both deliverables in the contract negotiated with PFM.

Previous Board Action

None

Attachment:

Investment Performance Review for the Quarter Ended March 31, 2022.

UNION SANITARY DISTRICT

Investment Performance Review For the Quarter Ended March 31, 2022

Client Management Team

Monique Spyke, Managing Director
Joseph Creason, Portfolio Manager
Jeremy King, Key Account Manager
Rachael Miller, Client Consultant

PFM Asset Management LLC

1 California Street Ste. 1000
San Francisco, CA 94111-5411
415-393-7270

213 Market Street
Harrisburg, PA 17101-2141
717-232-2723

Agenda

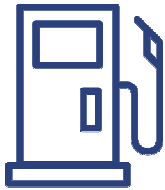
- Market Update
- Account Summary

Market Update

Current Market Themes



- ▶ Invasion of Ukraine impacted the economic landscape
 - ▶ Commodity prices soared, especially energy
 - ▶ Created significant geopolitical uncertainty
 - ▶ Triggered market volatility



- ▶ The U.S. economy is characterized by:
 - ▶ A strong labor market
 - ▶ Inflation at a 40-year high
 - ▶ Depressed consumer confidence



- ▶ The Federal Reserve is tightening monetary policy
 - ▶ Initiated the first of what will be many rate hikes in 2022
 - ▶ Balance sheet reduction likely to start soon



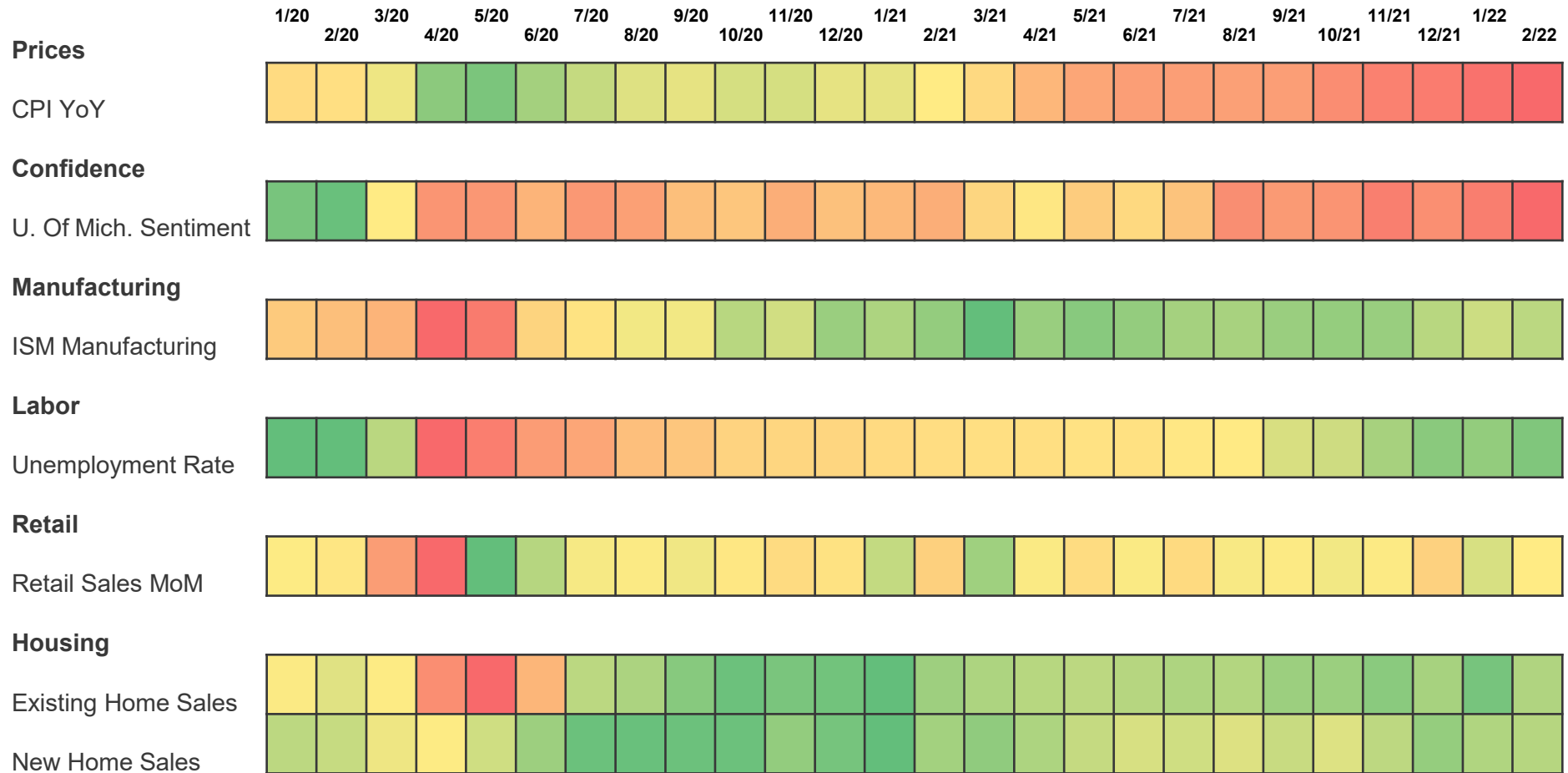
- ▶ U.S. Treasury yield curve has partially inverted
 - ▶ Yield on 2-year Treasury notes rose above the 10-year Treasury
 - ▶ One early, but imperfect warning sign for a future recession

Economic Conditions Are Mixed

Best



Worst

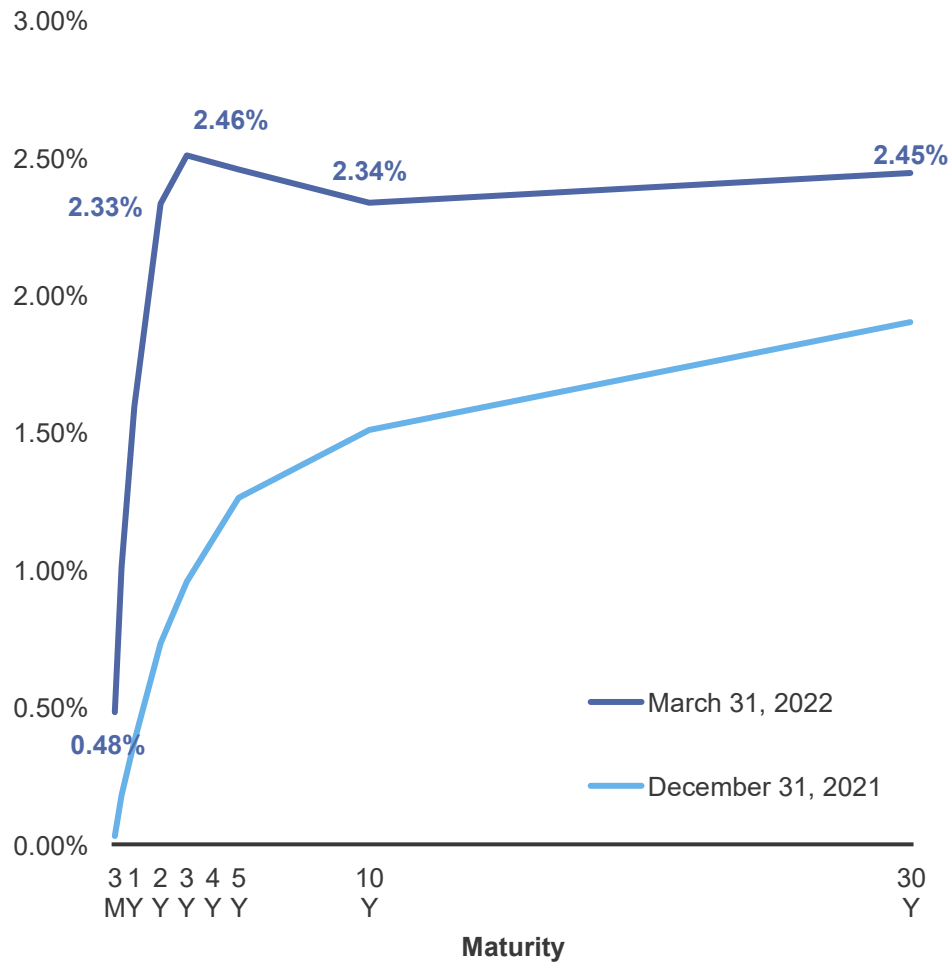


Source: Bloomberg, as of 3/31/2022.

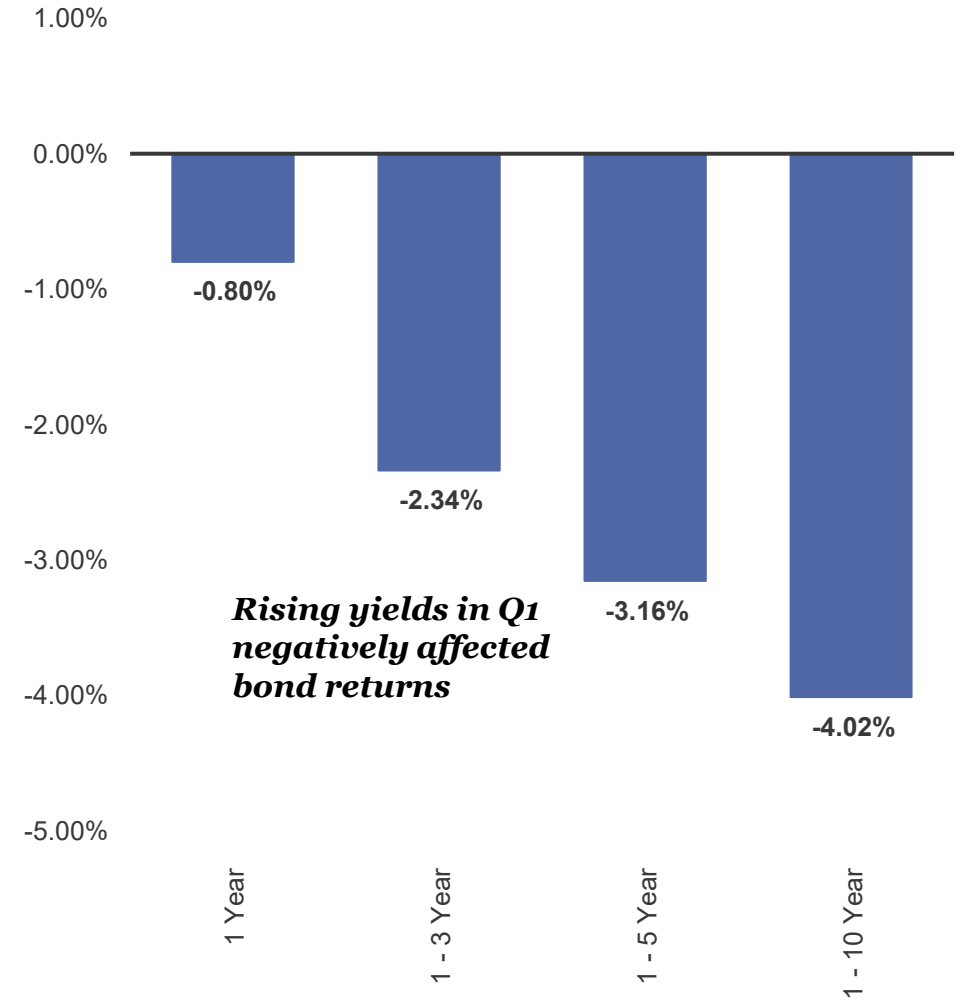
Shading is based of economic data from 2/28/2012 – 2/28/2022.

Treasury Yield Curve Partially Inverted; Sharp Rise in Yields Has Negatively Impacted Returns

U.S. Treasury Yield Curve



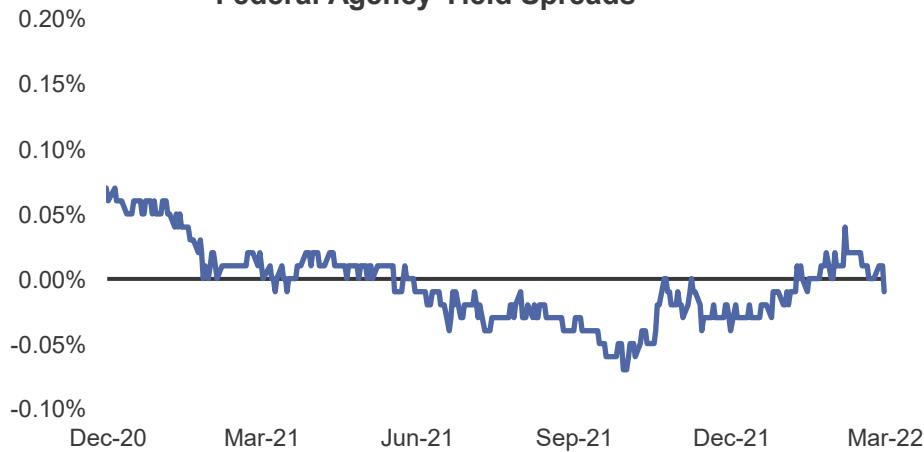
U.S. Treasury Returns – Q1 2022



Source: Bloomberg, as of 3/31/2022.

Sector Yield Spreads Have Widened in Q1 2022

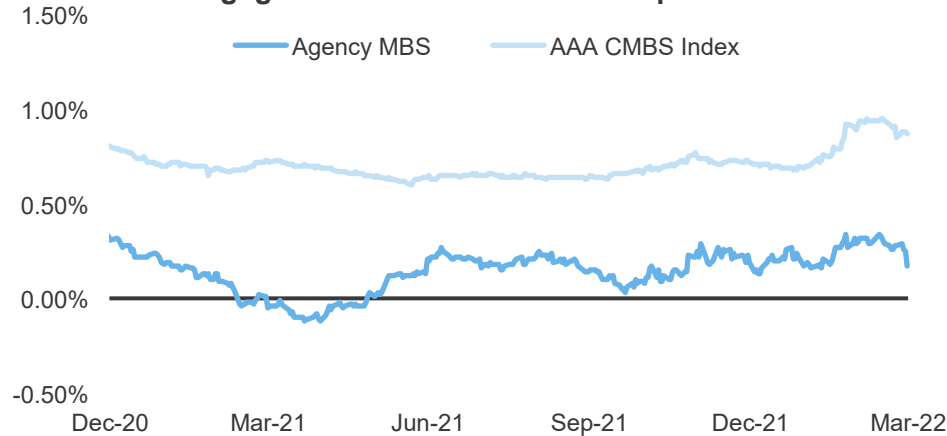
Federal Agency Yield Spreads



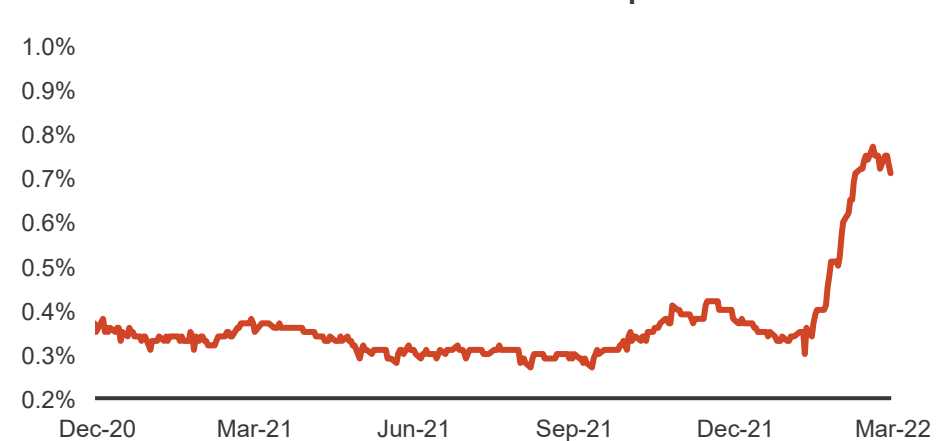
Corporate Notes A-AAA Yield Spreads



Mortgage-Backed Securities Yield Spreads



Asset-Backed Securities AAA Yield Spreads



Source: ICE BofAML 1-5 year Indices via Bloomberg, MarketAxess, and PFMAM as of 3/31/2022. Spreads on ABS and MBS are option-adjusted spreads of 0-5 year indices based on weighted average life; spreads on agencies are relative to comparable maturity Treasuries. CMBS is Commercial Mortgage-Backed Securities.

Fixed-Income Sector Commentary — 1Q 2022

- ▶ **U.S. Treasury** securities generated negative performance as the market repriced for an aggressive Fed rate hike cycle, pushing yields higher across all maturities. By quarter-end, 2-year Treasury yields rose to 2.34%, the highest level since April 2019.
- ▶ **Federal agency** sector remained unattractive given the historically tight yield spreads and minimal pickup vs. Treasuries. While volatility pushed spreads wider on callable structures, the rising rate environment was not favorable for taking on increased optionality risk.
- ▶ **Supranational** spreads remained tight, and supply was limited as issuance lagged projections. New issue opportunities, while sporadic, remained the best entry point.
- ▶ **Corporate** credit spreads widened through the quarter, driven by rising global tensions and a less certain macro-economic environment. Yield spreads reached the widest levels since 2019 despite stable-to-strong fundamentals.
- ▶ **Asset-Backed** AAA-rated auto and credit card yield spreads increased toward 18-month wides. ABS offered relative value compared to corporates as spreads between the two widened during the quarter.
- ▶ **Mortgage-Backed Securities** continued to underperform. Prepayments experienced a material slowdown as rates rose, which lengthened durations and compounded the negative impact. The Federal Reserve is poised to begin reducing their MBS holdings, so weakness in the sector could persist. CMBS valuations remained below historical averages relative to Treasuries as spreads remained tight.
- ▶ **Taxable Municipal** securities deals remain heavily oversubscribed. Valuations remained stretched which warrants some selectivity in the sector.
- ▶ **Commercial Paper and CDs** saw significant repricing to higher yields, especially on maturities greater than six months as issuers sought longer-term funding in response to Fed rate hike expectations.

Fixed-Income Sector Outlook – 2Q 2022

Sector	Our Investment Preferences
COMMERCIAL PAPER / CD	
TREASURIES	
T-Bill	
T-Note	
FEDERAL AGENCIES	
Bullets	
Callables	
SUPRANATIONALS	
CORPORATES	
Financials	
Industrials	
SECURITIZED	
Asset-Backed	
Agency Mortgage-Backed	
Agency CMBS	
MUNICIPALS	

● Current outlook

○ Outlook one quarter ago

Negative

Slightly
Negative

Neutral

Slightly
Positive

Positive

Account Summary

Certificate of Compliance

During the reporting period for the quarter ended March 31, 2022, the account(s) managed by PFM Asset Management ("PFMAM") were in compliance with the applicable investment policy and guidelines as furnished to PFMAM.

Acknowledged : *PFM Asset Management LLC*

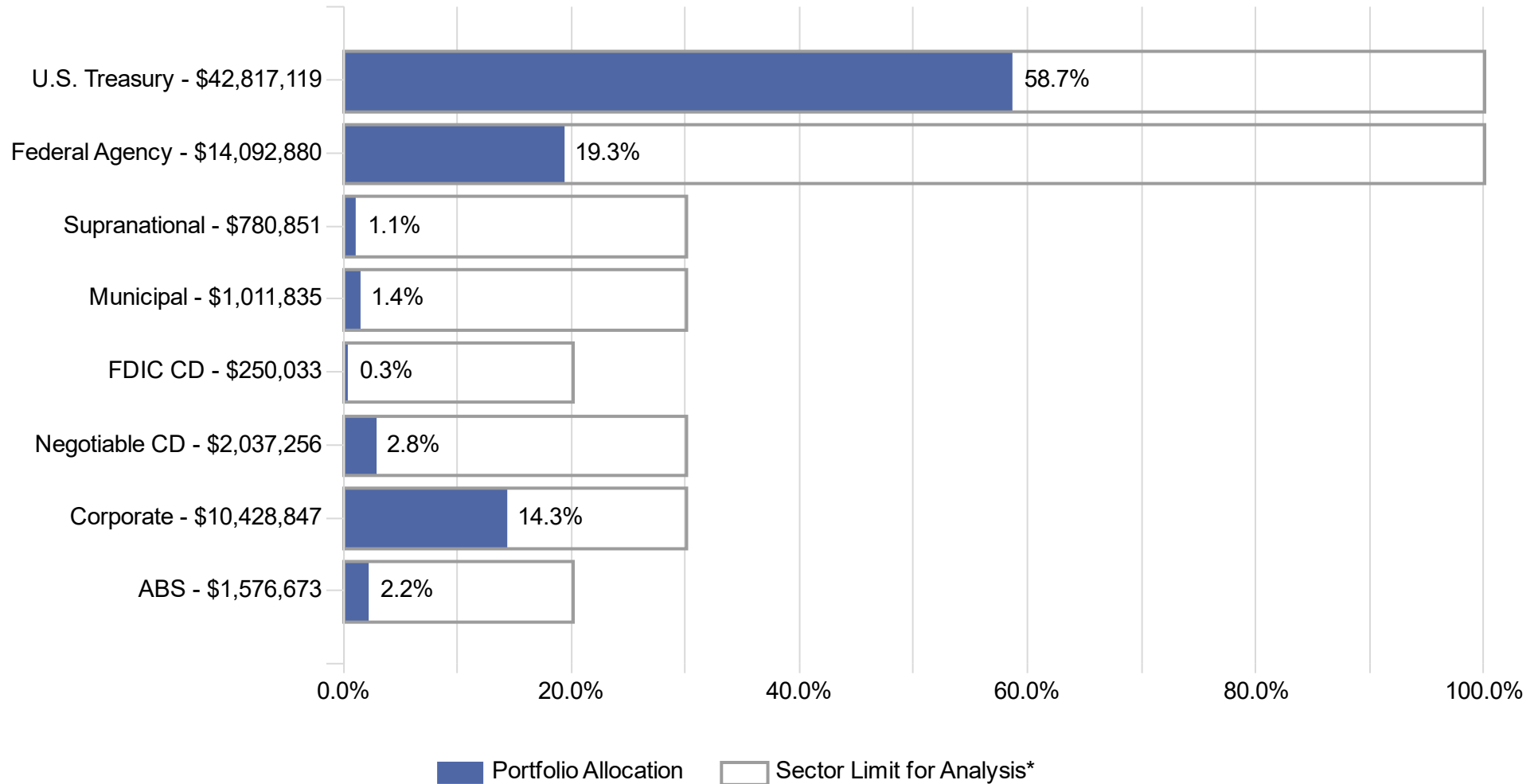
Note: Pre- and post-trade compliance for the account(s) managed by PFM Asset Management is provided via Bloomberg Asset and Investment Management ("AIM").

Account Summary

UNION SANITARY DISTRICT			
Portfolio Values	March 31, 2022	Analytics ¹	March 31, 2022
PFMAM Managed Account	\$72,779,276	Yield at Market	2.14%
Amortized Cost	\$74,842,036	Yield on Cost	1.18%
Market Value	\$72,779,276	Portfolio Duration	2.03
Accrued Interest	\$216,218		
Cash	\$0		

1. Yield at market, yield on cost, and portfolio duration only include investments held within the separately managed account(s), excludes balances invested in overnight funds.

Sector Allocation Analytics



For informational/analytical purposes only and is not provided for compliance assurance. Includes accrued interest.

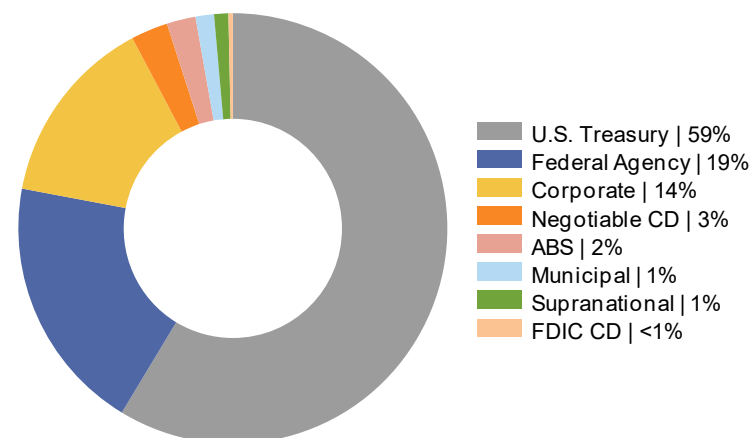
*Sector Limit for Analysis is as derived from our interpretation of your most recent Investment Policy as provided.

Consolidated Summary

Account Summary

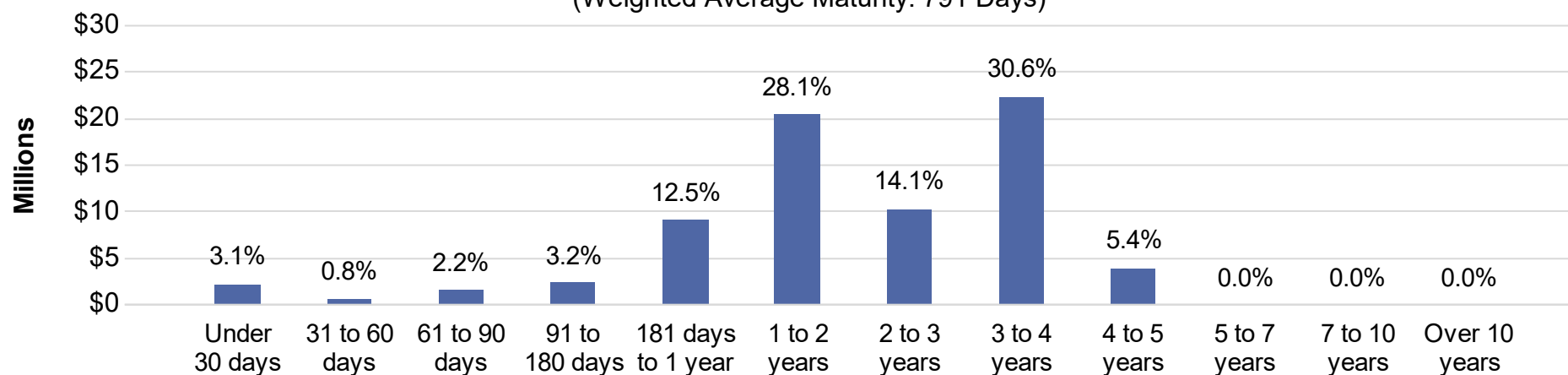
PFMAM Managed Account	\$72,995,494
Total Program	\$72,995,494

Sector Allocation



Maturity Distribution

(Weighted Average Maturity: 791 Days)



1. Account summary includes market values, accrued interest, cash and cash equivalents. Sector allocation and the maturity distribution include market values and accrued interest.

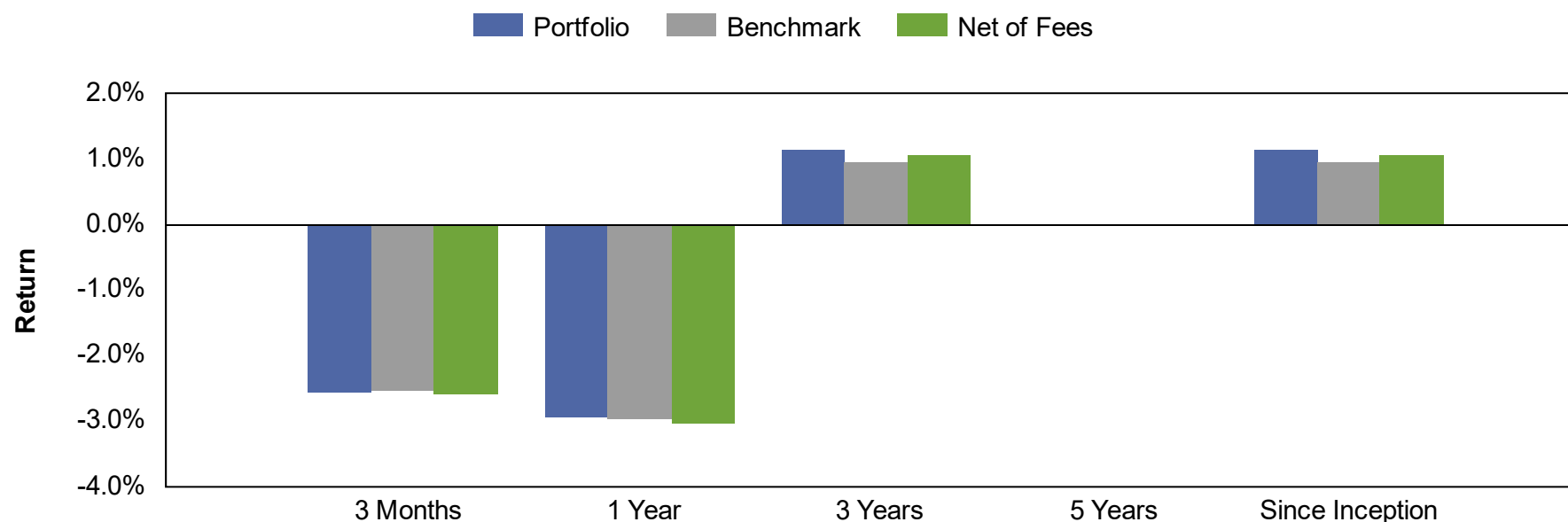
Issuer Diversification

Security Type / Issuer	Market Value (%)	S&P / Moody's / Fitch
U.S. Treasury	58.7%	
UNITED STATES TREASURY	58.7%	AA / Aaa / AAA
Federal Agency	19.3%	
FANNIE MAE	10.3%	AA / Aaa / AAA
FEDERAL FARM CREDIT BANKS	2.2%	AA / Aaa / AAA
FEDERAL HOME LOAN BANKS	1.8%	AA / Aaa / NR
FREDDIE MAC	5.1%	AA / Aaa / AAA
Supranational	1.1%	
INTER-AMERICAN DEVELOPMENT BANK	1.1%	AAA / Aaa / AAA
Municipal	1.4%	
STATE OF CALIFORNIA	1.4%	AA / Aa / AA
FDIC CD	0.3%	
AMERICAN EXPRESS CO	0.3%	NR / NR / NR
Negotiable CD	2.8%	
BARCLAYS PLC	1.0%	A / Aa / A
CREDIT SUISSE GROUP RK	0.6%	A / Aa / A
DNB ASA	0.6%	AA / Aa / NR
SUMITOMO MITSUI FINANCIAL GROUP INC	0.6%	A / Aa / A
Corporate	14.3%	
AMAZON.COM INC	0.9%	AA / A / AA
AMERICAN HONDA FINANCE	0.6%	A / A / A
APPLE INC	0.4%	AA / Aaa / NR
BANK OF AMERICA CO	1.5%	A / A / AA
BRISTOL-MYERS SQUIBB CO	0.3%	A / A / NR
CITIGROUP INC	0.4%	BBB / A / A
DEERE & COMPANY	0.7%	A / A / A
EXXON MOBIL CORP	1.4%	AA / Aa / NR

Security Type / Issuer	Market Value (%)	S&P / Moody's / Fitch
Corporate	14.3%	
GOLDMAN SACHS GROUP INC	0.5%	BBB / A / A
JP MORGAN CHASE & CO	1.0%	A / A / AA
MICROSOFT CORP	1.0%	AAA / Aaa / AAA
MORGAN STANLEY	0.4%	BBB / A / A
PACCAR FINANCIAL CORP	0.8%	A / A / NR
TARGET CORP	0.7%	A / A / A
THE BANK OF NEW YORK MELLON CORPORATION	1.0%	A / A / AA
TOYOTA MOTOR CORP	0.6%	A / A / A
TRUIST FIN CORP	0.7%	A / A / A
WAL-MART STORES INC	1.3%	AA / Aa / AA
ABS	2.2%	
CARMAX AUTO OWNER TRUST	0.6%	AAA / NR / AAA
DISCOVER FINANCIAL SERVICES	0.2%	AAA / Aaa / NR
HONDA AUTO RECEIVABLES	0.5%	NR / Aaa / AAA
HYUNDAI AUTO RECEIVABLES	0.3%	AAA / NR / AAA
TOYOTA MOTOR CORP	0.6%	AAA / Aaa / NR
Total	100.0%	

Ratings shown are calculated by assigning a numeral value to each security rating, then calculating a weighted average rating for each security type / issuer category using all available security ratings, excluding Not-Rated (NR) ratings. For security type / issuer categories where a rating from the applicable NRSRO is not available, a rating of NR is assigned. Includes accrued interest and excludes balances invested in overnight funds.

Portfolio Performance



Market Value Basis Earnings	3 Months	1 Year	3 Years	5 Years	Since Inception ¹
Interest Earned ²	\$220,951	\$781,398	\$2,808,939	-	\$2,808,939
Change in Market Value	(\$2,151,963)	(\$2,948,376)	(\$1,289,220)	-	(\$1,289,220)
Total Dollar Return	(\$1,931,012)	(\$2,166,978)	\$1,519,719	-	\$1,519,719
Total Return³					
Portfolio	-2.57%	-2.95%	1.13%	0.00%	1.13%
Benchmark ⁴	-2.53%	-2.97%	0.94%	0.00%	0.93%
Basis Point Fee	0.02%	0.09%	0.09%	-	0.09%
Net of Fee Return	-2.59%	-3.04%	1.04%	-	1.04%

1. The lesser of 10 years or since inception is shown. Since inception returns for periods one year or less are not shown. Performance inception date is March 31, 2019.

2. Interest earned calculated as the ending accrued interest less beginning accrued interest, plus net interest activity.

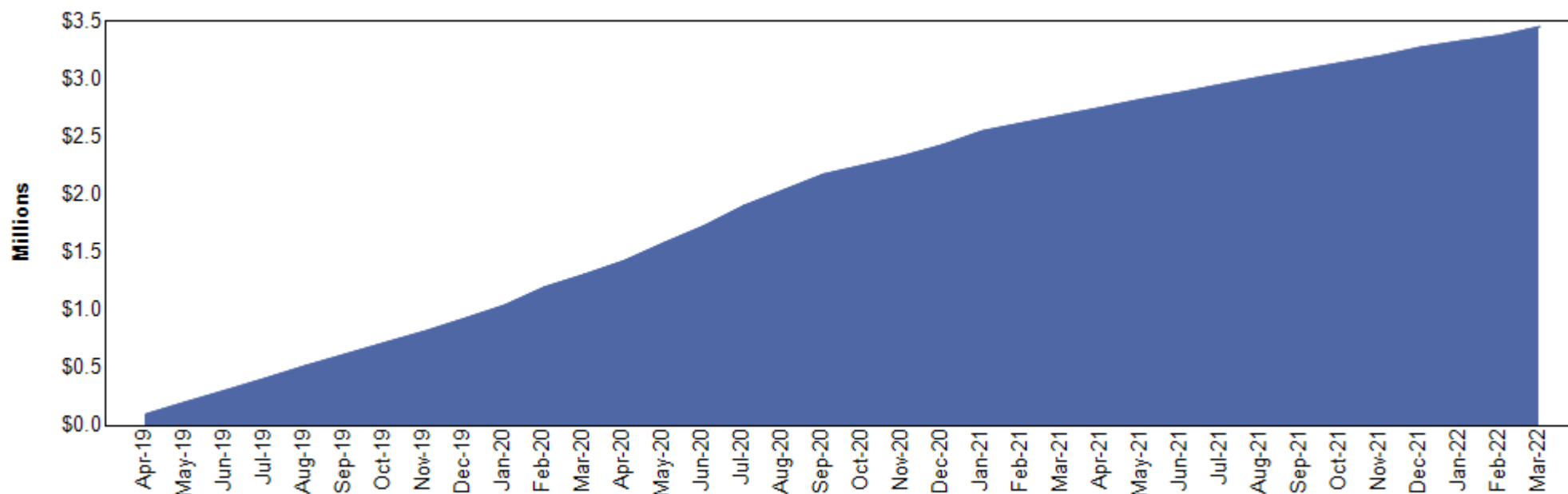
3. Returns for periods one year or less are presented on a periodic basis. Returns for periods greater than one year are presented on an annualized basis.

4. The portfolio's benchmark is the ICE BofAML 0-5 Year U.S. Treasury Index. Source: Bloomberg.

Periodic Performance

Periodic Performance				
	Current Quarter	Q4 2021	Q3 2021	Since Inception 3/31/2019
Net Accrual Earnings	\$220,951	\$179,379	\$183,671	\$2,808,939
Change in Market Value	-\$2,151,272	-\$520,272	-\$158,623	\$1,289,220
Total Dollar Return	-\$1,931,012	-\$340,893	\$25,048	\$1,519,719
Fees	\$15,434	\$12,742	\$12,325	\$154,651
Fees in Basis Points	0.02%	0.02%	0.02%	0.09%
Net of Fees Return	-2.59%	-0.59%	0.02%	1.04%

Accrual Basis Earnings - UNION SANITARY DISTRICT



Accrual Basis Earnings	3 Months	1 Year	3 Years	5 Year	Since Inception ¹
Interest Earned ²	\$220,951	\$781,398	\$2,808,939	-	\$2,808,939
Realized Gains / (Losses) ³	(\$36,591)	(\$9,713)	\$559,900	-	\$559,900
Change in Amortized Cost	(\$5,766)	(\$5,552)	\$84,123	-	\$84,123
Total Earnings	\$178,593	\$766,133	\$3,452,962	-	\$3,452,962

1. The lesser of 10 years or since inception is shown. Performance inception date is March 31, 2019.

2. Interest earned calculated as the ending accrued interest less beginning accrued interest, plus net interest activity.

3. Realized gains / (losses) are shown on an amortized cost basis.

Managed Account Detail of Securities Held

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	S&P Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Amortized Cost	Market Value
U.S. Treasury											
US TREASURY NOTES DTD 05/31/2017 1.750% 05/31/2022	912828XR6	248,000.00	AA+	Aaa	2/22/2022	2/24/2022	248,852.50	0.44	1,454.62	248,532.81	248,542.50
US TREASURY NOTES DTD 06/17/2019 1.750% 06/15/2022	9128286Y1	250,000.00	AA+	Aaa	3/18/2022	3/21/2022	250,800.78	0.39	1,286.06	250,698.35	250,664.05
US TREASURY NOTES DTD 06/17/2019 1.750% 06/15/2022	9128286Y1	580,000.00	AA+	Aaa	2/14/2022	2/15/2022	582,378.91	0.50	2,983.65	581,486.82	581,540.60
US TREASURY NOTES DTD 06/30/2015 2.125% 06/30/2022	912828XG0	615,000.00	AA+	Aaa	3/19/2019	3/20/2019	609,330.47	2.42	3,285.24	614,574.08	617,402.31
US TREASURY NOTES DTD 06/30/2017 1.750% 06/30/2022	912828XW5	1,020,000.00	AA+	Aaa	1/28/2022	1/31/2022	1,025,857.03	0.36	4,487.15	1,023,514.22	1,023,028.18
US TREASURY NOTES DTD 06/30/2020 0.125% 06/30/2022	912828ZX1	250,000.00	AA+	Aaa	1/25/2022	1/26/2022	249,785.16	0.33	78.56	249,875.25	249,726.55
US TREASURY NOTES DTD 09/30/2015 1.750% 09/30/2022	912828L57	255,000.00	AA+	Aaa	3/19/2019	3/20/2019	249,202.74	2.43	12.19	254,182.09	255,876.56
US TREASURY NOTES DTD 11/30/2015 2.000% 11/30/2022	912828M80	2,455,000.00	AA+	Aaa	12/21/202	12/21/202	2,493,934.77	0.31	16,456.59	2,482,503.34	2,465,740.63
US TREASURY NOTES DTD 12/31/2020 0.125% 12/31/2022	91282CBD2	1,010,000.00	AA+	Aaa	10/25/202	10/26/202	1,009,132.03	0.20	317.37	1,009,448.20	1,000,215.63
US TREASURY NOTES DTD 12/31/2015 2.125% 12/31/2022	912828N30	1,170,000.00	AA+	Aaa	3/19/2019	3/20/2019	1,157,340.24	2.43	6,249.97	1,167,490.03	1,175,850.00
US TREASURY NOTES DTD 03/31/2016 1.500% 03/31/2023	912828Q29	175,000.00	AA+	Aaa	3/19/2019	3/20/2019	168,799.81	2.43	7.17	173,466.80	174,589.84
US TREASURY NOTES DTD 07/02/2018 2.625% 06/30/2023	9128284U1	2,395,000.00	AA+	Aaa	12/21/202	12/21/202	2,470,779.30	0.54	15,804.02	2,457,013.64	2,414,459.38
US TREASURY NOTES DTD 06/30/2016 1.375% 06/30/2023	912828S35	1,385,000.00	AA+	Aaa	3/19/2019	3/20/2019	1,325,866.99	2.43	4,787.24	1,367,785.98	1,374,612.50
US TREASURY NOTES DTD 08/01/2016 1.250% 07/31/2023	912828S92	1,035,000.00	AA+	Aaa	4/1/2019	4/2/2019	990,365.62	2.30	2,144.34	1,021,279.37	1,024,003.13
US TREASURY NOTES DTD 09/30/2016 1.375% 09/30/2023	912828T26	1,545,000.00	AA+	Aaa	3/19/2019	3/20/2019	1,475,112.89	2.44	58.04	1,521,901.36	1,527,860.08

UNION SANITARY DISTRICT

Portfolio Holdings

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	S&P Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Amortized Cost	Market Value
U.S. Treasury											
US TREASURY N/B NOTES DTD 11/30/2021 0.500% 11/30/2023	91282CDM0	2,505,000.00	AA+	Aaa	12/21/202	12/21/202	2,496,878.32	0.67	4,197.94	2,498,035.29	2,434,938.16
US TREASURY NOTES DTD 01/03/2017 2.250% 12/31/2023	912828V23	2,000,000.00	AA+	Aaa	3/19/2019	3/20/2019	1,982,968.75	2.44	11,312.15	1,993,770.48	1,999,375.00
US TREASURY NOTES DTD 02/28/2017 2.125% 02/29/2024	912828W48	2,000,000.00	AA+	Aaa	3/19/2019	3/20/2019	1,970,625.00	2.44	3,695.65	1,988,636.90	1,992,812.40
US TREASURY NOTES DTD 03/31/2017 2.125% 03/31/2024	912828W71	730,000.00	AA+	Aaa	3/2/2020	3/2/2020	767,412.50	0.84	42.38	748,329.61	726,920.28
US TREASURY NOTES DTD 05/01/2017 2.000% 04/30/2024	912828X70	590,000.00	AA+	Aaa	6/3/2019	6/7/2019	592,996.09	1.89	4,954.70	591,272.79	585,390.63
US TREASURY N/B NOTES DTD 05/15/2021 0.250% 05/15/2024	91282CCC3	2,530,000.00	AA+	Aaa	12/21/202	12/21/202	2,496,101.95	0.81	2,393.72	2,500,010.29	2,418,126.44
US TREASURY NOTES DTD 06/30/2017 2.000% 06/30/2024	912828XX3	355,000.00	AA+	Aaa	7/1/2019	7/3/2019	358,660.93	1.78	1,784.81	356,647.82	351,782.81
US TREASURY NOTES DTD 10/31/2019 1.500% 10/31/2024	912828YM6	60,000.00	AA+	Aaa	1/11/2021	1/12/2021	62,655.47	0.33	377.90	61,806.03	58,528.13
US TREASURY N/B NOTES DTD 12/15/2021 1.000% 12/15/2024	91282CDN8	2,495,000.00	AA+	Aaa	12/21/202	12/21/202	2,498,216.21	0.96	7,334.20	2,497,918.19	2,397,539.06
US TREASURY NOTES DTD 05/31/2020 0.250% 05/31/2025	912828ZT0	1,020,000.00	AA+	Aaa	5/17/2021	5/17/2021	1,005,576.56	0.61	854.67	1,008,695.93	949,556.25
US TREASURY NOTES DTD 05/31/2020 0.250% 05/31/2025	912828ZT0	2,570,000.00	AA+	Aaa	12/21/202	12/21/202	2,499,525.78	1.06	2,153.43	2,505,188.39	2,392,509.38
US TREASURY NOTES DTD 08/31/2020 0.250% 08/31/2025	91282CAJ0	410,000.00	AA+	Aaa	8/13/2021	8/16/2021	403,417.58	0.65	89.13	404,434.38	379,378.13
US TREASURY NOTES DTD 08/31/2020 0.250% 08/31/2025	91282CAJ0	500,000.00	AA+	Aaa	8/2/2021	8/2/2021	494,433.59	0.53	108.70	495,337.66	462,656.25
US TREASURY NOTES DTD 09/30/2020 0.250% 09/30/2025	91282CAM3	1,060,000.00	AA+	Aaa	9/7/2021	9/9/2021	1,042,195.31	0.67	7.24	1,044,646.16	979,009.43
US TREASURY NOTES DTD 10/31/2020 0.250% 10/31/2025	91282CAT8	555,000.00	AA+	Aaa	10/1/2021	10/1/2021	542,664.26	0.80	582.60	544,170.03	511,640.63
US TREASURY NOTES DTD 11/30/2020 0.375% 11/30/2025	91282CAZ4	1,020,000.00	AA+	Aaa	11/2/2021	11/3/2021	994,061.72	1.01	1,282.01	996,659.03	942,862.50
US TREASURY NOTES DTD 11/30/2020 0.375% 11/30/2025	91282CAZ4	2,575,000.00	AA+	Aaa	12/21/202	12/21/202	2,498,856.45	1.14	3,236.43	2,504,197.07	2,380,265.63

UNION SANITARY DISTRICT

Portfolio Holdings

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	S&P Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Amortized Cost	Market Value
U.S. Treasury											
US TREASURY NOTES DTD 12/31/2020 0.375% 12/31/2025	91282CBC4	600,000.00	AA+	Aaa	5/6/2021	5/7/2021	590,343.75	0.73	565.61	592,213.62	553,968.72
US TREASURY NOTES DTD 12/31/2020 0.375% 12/31/2025	91282CBC4	137,000.00	AA+	Aaa	5/3/2021	5/3/2021	134,629.26	0.75	129.15	135,092.83	126,489.52
US TREASURY NOTES DTD 12/31/2020 0.375% 12/31/2025	91282CBC4	535,000.00	AA+	Aaa	4/5/2021	4/7/2021	522,314.65	0.89	504.33	524,948.57	493,955.44
US TREASURY NOTES DTD 12/31/2020 0.375% 12/31/2025	91282CBC4	755,000.00	AA+	Aaa	1/22/2021	1/25/2021	752,847.07	0.43	711.72	753,362.29	697,077.31
US TREASURY NOTES DTD 01/31/2021 0.375% 01/31/2026	91282CBH3	590,000.00	AA+	Aaa	7/2/2021	7/7/2021	578,660.94	0.80	366.71	580,481.71	543,629.66
US TREASURY NOTES DTD 01/31/2019 2.625% 01/31/2026	9128286A3	715,000.00	AA+	Aaa	2/4/2021	2/4/2021	791,164.26	0.46	3,110.84	773,565.38	717,681.25
US TREASURY NOTES DTD 02/28/2021 0.500% 02/28/2026	91282CBQ3	1,040,000.00	AA+	Aaa	12/3/2021	12/7/2021	1,011,968.75	1.15	452.17	1,014,056.57	961,512.45
US TREASURY NOTES DTD 02/28/2021 0.500% 02/28/2026	91282CBQ3	1,260,000.00	AA+	Aaa	3/4/2021	3/5/2021	1,242,970.31	0.78	547.83	1,246,636.23	1,164,909.31
US TREASURY N/B NOTES DTD 04/30/2021 0.750% 04/30/2026	91282CBW0	245,000.00	AA+	Aaa	5/27/2021	5/28/2021	244,387.50	0.80	771.55	244,492.42	228,194.52
US TREASURY NOTES DTD 05/16/2016 1.625% 05/15/2026	912828R36	518,000.00	AA+	Aaa	12/21/202	12/21/202	527,429.22	1.20	3,185.63	526,836.22	499,789.09
US TREASURY N/B NOTES DTD 05/31/2021 0.750% 05/31/2026	91282CCF6	395,000.00	AA+	Aaa	6/1/2021	6/1/2021	393,750.20	0.81	992.93	393,958.39	367,350.00
Security Type Sub-Total		44,153,000.00					43,805,251.62	1.16	115,158.34	43,949,152.62	42,701,960.32
Supranational											
INTER-AMERICAN DEVEL BK NOTES DTD 09/23/2021 0.500% 09/23/2024	4581X0DZ8	820,000.00	AAA	Aaa	9/15/2021	9/23/2021	819,393.20	0.52	91.11	819,498.39	780,759.72
Security Type Sub-Total		820,000.00					819,393.20	0.52	91.11	819,498.39	780,759.72

UNION SANITARY DISTRICT

Portfolio Holdings

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	S&P Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Amortized Cost	Market Value
Negotiable CD											
SUMITOMO MITSUI BANK NY CERT DEPOS DTD 07/14/2020 0.700% 07/08/2022	86565CKU2	435,000.00	A-1	P-1	7/10/2020	7/14/2020	435,000.00	0.70	685.12	435,000.00	434,717.69
DNB BANK ASA/NY LT CD DTD 12/06/2019 2.040% 12/02/2022	23341VZT1	430,000.00	A-1+	P-1	12/5/2019	12/6/2019	430,000.00	2.03	2,924.00	430,000.00	431,180.78
BARCLAYS BANK PLC NY CERT DEPOS DTD 02/03/2022 1.050% 02/01/2023	06742TG34	745,000.00	A-1	P-1	2/2/2022	2/3/2022	745,000.00	1.05	1,238.56	745,000.00	737,744.11
CREDIT SUISSE NEW YORK CERT DEPOS DTD 03/23/2021 0.590% 03/17/2023	22552G3C2	435,000.00	A-1	P-1	3/19/2021	3/23/2021	435,000.00	0.59	106.94	435,000.00	428,658.57
Security Type Sub-Total		2,045,000.00					2,045,000.00	1.09	4,954.62	2,045,000.00	2,032,301.15
Municipal											
CA ST TXBL GO BONDS DTD 04/27/2017 2.367% 04/01/2022	13063DAD0	1,000,000.00	AA-	Aa2	4/27/2017	4/27/2017	1,010,000.00	2.15	11,835.00	1,000,000.00	1,000,000.00
Security Type Sub-Total		1,000,000.00					1,010,000.00	2.15	11,835.00	1,000,000.00	1,000,000.00
Federal Agency											
FANNIE MAE NOTES DTD 04/10/2017 1.875% 04/05/2022	3135G0T45	970,000.00	AA+	Aaa	3/13/2020	3/16/2020	993,619.50	0.68	8,891.67	970,125.97	970,163.93
FEDERAL HOME LOAN BANKS NOTES DTD 02/21/2020 1.375% 02/17/2023	3130AJ7E3	775,000.00	AA+	Aaa	2/20/2020	2/21/2020	773,574.00	1.44	1,302.43	774,579.51	773,472.48
FREDDIE MAC NOTES DTD 05/07/2020 0.375% 05/05/2023	3137EAER6	220,000.00	AA+	Aaa	5/29/2020	5/29/2020	220,305.80	0.33	334.58	220,113.93	216,684.38
FANNIE MAE NOTES DTD 05/22/2020 0.250% 05/22/2023	3135G04Q3	865,000.00	AA+	Aaa	5/20/2020	5/22/2020	862,396.35	0.35	774.90	864,010.85	849,325.34
FREDDIE MAC NOTES DTD 06/26/2020 0.250% 06/26/2023	3137EAES4	780,000.00	AA+	Aaa	6/24/2020	6/26/2020	777,722.40	0.35	514.58	779,061.92	763,681.62
FANNIE MAE NOTES DTD 07/10/2020 0.250% 07/10/2023	3135G05G4	795,000.00	AA+	Aaa	7/8/2020	7/10/2020	793,290.75	0.32	447.19	794,274.15	777,154.64

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Portfolio Holdings

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	S&P Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Amortized Cost	Market Value
Federal Agency											
FREDDIE MAC NOTES DTD 08/21/2020 0.250% 08/24/2023	3137EAEV7	520,000.00	AA+	Aaa	8/19/2020	8/21/2020	519,469.60	0.28	133.61	519,753.64	506,734.28
FEDERAL FARM CREDIT BANK (CALLABLE) DTD 09/21/2020 0.250% 09/21/2023	3133EMAM4	1,625,000.00	AA+	Aaa	10/7/2020	10/9/2020	1,622,237.50	0.31	112.85	1,623,620.03	1,580,325.50
FANNIE MAE NOTES (CALLABLE) DTD 10/26/2020 0.310% 01/26/2024	3136G46V0	259,000.00	AA+	Aaa	10/23/202	10/26/202	258,896.40	0.32	144.97	258,941.96	249,794.88
FREDDIE MAC NOTES DTD 02/14/2020 1.500% 02/12/2025	3137EAEP0	1,035,000.00	AA+	Aaa	2/13/2020	2/14/2020	1,034,203.05	1.52	2,113.13	1,034,542.35	1,005,979.64
FEDERAL HOME LOAN BANK NOTES DTD 04/16/2020 0.500% 04/14/2025	3130AJHU6	560,000.00	AA+	Aaa	4/15/2020	4/16/2020	557,222.40	0.60	1,298.89	558,311.21	526,811.04
FANNIE MAE NOTES DTD 04/24/2020 0.625% 04/22/2025	3135G03U5	125,000.00	AA+	Aaa	4/28/2020	4/28/2020	124,763.75	0.66	345.05	124,855.00	117,996.37
FANNIE MAE NOTES DTD 04/24/2020 0.625% 04/22/2025	3135G03U5	455,000.00	AA+	Aaa	4/22/2020	4/24/2020	454,062.70	0.67	1,255.99	454,426.01	429,506.81
FANNIE MAE NOTES DTD 06/19/2020 0.500% 06/17/2025	3135G04Z3	1,010,000.00	AA+	Aaa	10/26/202	10/28/202	1,011,494.80	0.47	1,458.89	1,011,035.68	946,229.61
FANNIE MAE NOTES DTD 06/19/2020 0.500% 06/17/2025	3135G04Z3	865,000.00	AA+	Aaa	6/17/2020	6/19/2020	863,209.45	0.54	1,249.44	863,848.51	810,384.77
FREDDIE MAC NOTES DTD 07/23/2020 0.375% 07/21/2025	3137EAEU9	525,000.00	AA+	Aaa	7/21/2020	7/23/2020	522,385.50	0.48	382.81	523,269.90	489,127.28
FANNIE MAE NOTES (CALLABLE) DTD 08/14/2020 0.500% 08/14/2025	3135G05S8	1,000,000.00	AA+	Aaa	8/24/2020	8/24/2020	998,400.00	0.53	652.78	998,915.42	932,732.00
FANNIE MAE NOTES DTD 08/27/2020 0.375% 08/25/2025	3135G05X7	415,000.00	AA+	Aaa	10/21/202	10/22/202	412,754.85	0.49	155.63	413,422.81	385,868.24
FANNIE MAE NOTES DTD 08/27/2020 0.375% 08/25/2025	3135G05X7	555,000.00	AA+	Aaa	8/25/2020	8/27/2020	552,402.60	0.47	208.12	553,231.38	516,040.67
FREDDIE MAC NOTES DTD 09/25/2020 0.375% 09/23/2025	3137EAEX3	795,000.00	AA+	Aaa	9/23/2020	9/25/2020	792,607.05	0.44	66.25	793,332.54	737,973.06
FANNIE MAE NOTES DTD 11/12/2020 0.500% 11/07/2025	3135G06G3	520,000.00	AA+	Aaa	11/9/2020	11/12/2020	518,138.40	0.57	1,040.00	518,654.66	484,009.76
Security Type Sub-Total		14,669,000.00					14,663,156.85	0.58	22,883.76	14,652,327.43	14,069,996.30

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FDIC CD											
AMERICAN EXPRESS CREDIT CD DTD 04/05/2017 2.450% 04/05/2022	02587DN38	247,000.00	NR	NR	4/5/2017	4/5/2017	247,000.00	2.45	2,951.14	247,000.00	247,082.25
Security Type Sub-Total		247,000.00					247,000.00	2.45	2,951.14	247,000.00	247,082.25
Corporate											
PACCAR FINANCIAL CORP CORP NOTES DTD 05/10/2019 2.650% 05/10/2022	69371RP83	580,000.00	A+	A1	5/3/2019	5/10/2019	579,686.80	2.67	6,019.92	579,988.86	580,962.80
BRANCH BANKING & TRUST (CALLABLE) CORP N DTD 03/18/2019 3.050% 06/20/2022	05531FBG7	525,000.00	A-	A3	3/20/2019	3/22/2019	525,714.00	3.01	4,492.40	525,030.29	526,161.83
AMAZON.COM INC BONDS DTD 06/06/2018 2.400% 02/22/2023	023135AW6	675,000.00	AA	A1	4/11/2019	4/15/2019	668,499.75	2.66	1,755.00	673,491.43	679,983.53
EXXON MOBIL CORPORATION CORP NOTES DTD 03/03/2016 2.726% 03/01/2023	30231GAR3	985,000.00	AA-	Aa2	6/13/2019	6/14/2019	1,001,400.25	2.26	2,237.59	989,039.59	992,127.46
WAL MART STORES INC GLOBAL NT (CALLABLE) DTD 04/11/2013 2.550% 04/11/2023	931142DH3	965,000.00	AA	Aa2	5/21/2020	5/26/2020	1,015,701.10	0.70	11,620.21	980,051.89	970,783.25
AMERICAN HONDA FINANCE DTD 01/10/2020 1.950% 05/10/2023	02665WDH1	415,000.00	A-	A3	1/7/2020	1/10/2020	414,846.45	1.96	3,169.56	414,948.99	413,504.76
APPLE INC CORPORATE NOTES DTD 05/11/2020 0.750% 05/11/2023	037833DV9	325,000.00	AA+	Aaa	5/4/2020	5/11/2020	324,116.00	0.84	947.92	324,673.04	320,577.08
JPMORGAN CHASE & CO (CALLABLE) CORP NOTE DTD 05/18/2016 2.700% 05/18/2023	46625HRL6	525,000.00	A-	A2	3/20/2019	3/22/2019	517,970.25	3.04	5,236.88	523,092.06	526,916.78
BANK OF AMERICA CORP NOTES DTD 07/23/2013 4.100% 07/24/2023	06053FAA7	500,000.00	A-	A2	3/20/2019	3/22/2019	520,405.00	3.09	3,815.28	506,166.56	511,291.50
MORGAN STANLEY CORP NOTES (CALLABLE) DTD 04/22/2021 0.731% 04/05/2024	61772BAA1	70,000.00	BBB+	A1	4/19/2021	4/22/2021	70,000.00	0.73	250.16	70,000.00	68,529.51
MORGAN STANLEY CORP NOTES (CALLABLE) DTD 04/22/2021 0.731% 04/05/2024	61772BAA1	205,000.00	BBB+	A1	4/20/2021	4/22/2021	205,258.30	0.69	732.63	205,133.68	200,693.57

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Portfolio Holdings

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	S&P Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Amortized Cost	Market Value
Corporate											
JPMORGAN CHASE & CO CORPORATE NOTES (CAL DTD 09/16/2020 0.653% 09/16/2024	46647PBS4	110,000.00	A-	A2	9/9/2020	9/16/2020	110,000.00	0.65	29.93	110,000.00	106,790.31
JOHN DEERE CAPITAL CORP CORPORATE NOTES DTD 01/10/2022 1.250% 01/10/2025	24422EVY2	565,000.00	A	A2	3/8/2022	3/10/2022	550,728.10	2.17	1,589.06	551,030.88	542,187.00
TOYOTA MOTOR CREDIT CORP CORP NOTES DTD 02/13/2020 1.800% 02/13/2025	89236TGT6	180,000.00	A+	A1	5/20/2020	5/26/2020	181,758.60	1.58	432.00	181,070.05	174,599.46
TOYOTA MOTOR CREDIT CORP CORP NOTES DTD 02/13/2020 1.800% 02/13/2025	89236TGT6	250,000.00	A+	A1	5/20/2020	5/26/2020	252,442.50	1.58	600.00	251,486.18	242,499.25
CITIGROUP INC CORPORATE NOTES DTD 05/04/2021 0.981% 05/01/2025	172967MX6	145,000.00	BBB+	A3	4/28/2021	5/4/2021	145,384.25	0.91	592.69	145,296.75	138,139.32
CITIGROUP INC CORPORATE NOTES DTD 05/04/2021 0.981% 05/01/2025	172967MX6	135,000.00	BBB+	A3	4/27/2021	5/4/2021	135,000.00	0.98	551.81	135,000.00	128,612.48
GOLDMAN SACHS GROUP INC CORPORATE NOTES DTD 05/22/2015 3.750% 05/22/2025	38148LAE6	380,000.00	BBB+	A2	2/12/2021	2/17/2021	424,528.40	0.94	5,106.25	412,135.78	385,939.40
JPMORGAN CHASE & CO CORPORATE NOTES DTD 08/10/2021 0.768% 08/09/2025	46647PCM6	120,000.00	A-	A2	8/3/2021	8/10/2021	120,000.00	0.77	133.12	120,000.00	113,719.92
BRISTOL-MYERS SQUIBB CO CORPORATE NOTES DTD 11/13/2020 0.750% 11/13/2025	110122DN5	201,000.00	A+	A2	6/17/2021	6/21/2021	198,998.04	0.98	577.88	199,352.06	186,971.81
BANK OF AMERICA CORP NOTES (CALLABLE) DTD 03/22/2022 3.384% 04/02/2026	06051GKM0	585,000.00	A-	A2	3/17/2022	3/22/2022	585,000.00	3.38	494.91	585,000.00	584,110.22
MICROSOFT CORP (CALLABLE) NOTES DTD 08/08/2016 2.400% 08/08/2026	594918BR4	730,000.00	AAA	Aaa	2/23/2022	2/25/2022	738,095.70	2.14	2,579.33	737,910.87	722,743.80
TARGET CORP CORPORATE NOTES DTD 01/24/2022 1.950% 01/15/2027	87612EBM7	100,000.00	A	A2	1/19/2022	1/24/2022	99,830.00	1.99	362.92	99,836.27	96,615.70
TARGET CORP CORPORATE NOTES DTD 01/24/2022 1.950% 01/15/2027	87612EBM7	455,000.00	A	A2	1/27/2022	1/31/2022	454,722.45	1.96	1,651.27	454,731.65	439,601.44

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Portfolio Holdings

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	S&P Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Amortized Cost	Market Value
Corporate											
BANK OF NY MELLON CORP (CALLABLE) CORPOR DTD 01/26/2022 2.050% 01/26/2027	06406RBA4	745,000.00	A	A1	1/26/2022	1/28/2022	747,398.90	1.98	2,757.53	747,314.61	717,048.35
Security Type Sub-Total		10,471,000.00					10,587,484.84	2.04	57,736.25	10,521,781.49	10,371,110.53
ABS											
HAROT 2020-1 A3 DTD 02/26/2020 1.610% 04/22/2024	43813RAC1	208,665.68	NR	Aaa	2/19/2020	2/26/2020	208,624.78	1.61	93.32	208,645.41	208,505.84
TAOT 2020-A A3 DTD 02/12/2020 1.660% 05/15/2024	89232HAC9	275,434.96	AAA	Aaa	2/4/2020	2/12/2020	275,415.07	1.66	203.21	275,425.04	275,233.95
CARMX 2020-1 A3 DTD 01/22/2020 1.890% 12/16/2024	14315XAC2	138,340.58	AAA	NR	1/14/2020	1/22/2020	138,313.44	1.89	116.21	138,325.57	138,200.32
HAROT 2021-1 A3 DTD 02/24/2021 0.270% 04/21/2025	43813GAC5	150,000.00	NR	Aaa	2/17/2021	2/24/2021	149,997.26	0.27	11.25	149,997.98	146,709.96
HART 2021-A A3 DTD 04/28/2021 0.380% 09/15/2025	44933LAC7	120,000.00	AAA	NR	4/20/2021	4/28/2021	119,987.38	0.38	20.27	119,990.04	116,916.30
CARMX 2021-1 A3 DTD 01/27/2021 0.340% 12/15/2025	14316NAC3	90,000.00	AAA	NR	1/20/2021	1/27/2021	89,982.22	0.34	13.60	89,986.50	87,794.46
TAOT 2021-C A3 DTD 09/27/2021 0.430% 01/15/2026	89239BAC5	195,000.00	AAA	Aaa	9/21/2021	9/27/2021	194,984.46	0.43	37.27	194,986.30	188,648.11
CARMX 2021-2 A3 DTD 04/21/2021 0.520% 02/17/2026	14314QAC8	180,000.00	AAA	NR	4/13/2021	4/21/2021	179,961.21	0.52	41.60	179,968.80	175,838.47
HART 2021-C A3 DTD 11/17/2021 0.740% 05/15/2026	44935FAD6	95,000.00	AAA	NR	11/9/2021	11/17/2021	94,978.80	0.75	31.24	94,980.55	91,232.53
DCENT 2021-A1 A1 DTD 09/27/2021 0.580% 09/15/2026	254683CP8	155,000.00	AAA	Aaa	9/20/2021	9/27/2021	154,966.81	0.58	39.96	154,970.21	146,985.46
Security Type Sub-Total		1,607,441.22					1,607,211.43	0.95	607.93	1,607,276.40	1,576,065.40
Managed Account Sub Total		75,012,441.22					74,784,497.94	1.18	216,218.15	74,842,036.33	72,779,275.67
Securities Sub Total		\$75,012,441.22					\$74,784,497.94	1.18%	\$216,218.15	\$74,842,036.33	\$72,779,275.67
Accrued Interest											\$216,218.15

Total Investments	\$72,995,493.82
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Quarterly Portfolio Transactions

Trade Date	Settle Date	Par (\$)	CUSIP	Security Description	Coupon	Maturity Date	Transact Amount (\$)	Yield at Market	Realized G/L (BV)
BUY									
1/19/2022	1/24/2022	100,000.00	87612EBM7	TARGET CORP CORPORATE NOTES	1.95%	1/15/2027	99,830.00	1.99%	
1/25/2022	1/26/2022	250,000.00	912828ZX1	US TREASURY NOTES	0.12%	6/30/2022	249,807.60	0.33%	
1/26/2022	1/28/2022	745,000.00	06406RBA4	BANK OF NY MELLON CORP (CALLABLE) CORPOR	2.05%	1/26/2027	747,483.75	1.98%	
1/27/2022	1/31/2022	455,000.00	87612EBM7	TARGET CORP CORPORATE NOTES	1.95%	1/15/2027	454,894.97	1.96%	
1/28/2022	1/31/2022	1,020,000.00	912828XW5	US TREASURY NOTES	1.75%	6/30/2022	1,027,385.62	0.36%	
2/2/2022	2/3/2022	745,000.00	06742TG34	BARCLAYS BANK PLC NY CERT DEPOS	1.05%	2/1/2023	745,000.00	1.05%	
2/14/2022	2/15/2022	883,000.00	9128286Y1	US TREASURY NOTES	1.75%	6/15/2022	889,253.70	0.50%	
2/22/2022	2/24/2022	249,000.00	912828XR6	US TREASURY NOTES	1.75%	5/31/2022	250,885.46	0.44%	
2/23/2022	2/25/2022	730,000.00	594918BR4	MICROSOFT CORP (CALLABLE) NOTES	2.40%	8/8/2026	738,923.03	2.14%	
3/8/2022	3/10/2022	565,000.00	24422EVY2	JOHN DEERE CAPITAL CORP CORPORATE NOTES	1.25%	1/10/2025	551,905.18	2.17%	
3/17/2022	3/22/2022	585,000.00	06051GKM0	BANK OF AMERICA CORP NOTES (CALLABLE)	3.38%	4/2/2026	585,000.00	3.38%	
3/18/2022	3/21/2022	250,000.00	9128286Y1	US TREASURY NOTES	1.75%	6/15/2022	251,954.63	0.39%	
Total BUY		6,577,000.00					6,592,323.94		0.00
INTEREST									
1/10/2022	1/10/2022	795,000.00	3135G05G4	FANNIE MAE NOTES	0.25%	7/10/2023	993.75		
1/10/2022	1/10/2022	435,000.00	86565CKU2	SUMITOMO MITSUI BANK NY CERT DEPOS	0.70%	7/8/2022	1,573.25		
1/15/2022	1/15/2022	95,000.00	44935FAD6	HART 2021-C A3	0.74%	5/15/2026	58.58		

Quarterly Portfolio Transactions

Trade Date	Settle Date	Par (\$)	CUSIP	Security Description	Coupon	Maturity Date	Transact Amount (\$)	Yield at Market	Realized G/L (BV)
INTEREST									
1/15/2022	1/15/2022	155,000.00	254683CP8	DCENT 2021-A1 A1	0.58%	9/15/2026	74.92		
1/15/2022	1/15/2022	120,000.00	44933LAC7	HART 2021-A A3	0.38%	9/15/2025	38.00		
1/15/2022	1/15/2022	170,222.59	14315XAC2	CARMX 2020-1 A3	1.89%	12/16/2024	268.10		
1/15/2022	1/15/2022	90,000.00	14316NAC3	CARMX 2021-1 A3	0.34%	12/15/2025	25.50		
1/15/2022	1/15/2022	180,000.00	14314QAC8	CARMX 2021-2 A3	0.52%	2/17/2026	78.00		
1/15/2022	1/15/2022	195,000.00	89239BAC5	TAOT 2021-C A3	0.43%	1/15/2026	69.88		
1/15/2022	1/15/2022	355,576.62	89232HAC9	TAOT 2020-A A3	1.66%	5/15/2024	491.88		
1/21/2022	1/21/2022	525,000.00	3137EAEU9	FREDDIE MAC NOTES	0.37%	7/21/2025	984.38		
1/21/2022	1/21/2022	150,000.00	43813GAC5	HAROT 2021-1 A3	0.27%	4/21/2025	33.75		
1/21/2022	1/21/2022	265,844.49	43813RAC1	HAROT 2020-1 A3	1.61%	4/22/2024	356.67		
1/24/2022	1/24/2022	500,000.00	06053FAA7	BANK OF AMERICA CORP NOTES	4.10%	7/24/2023	10,250.00		
1/26/2022	1/26/2022	259,000.00	3136G46V0	FANNIE MAE NOTES (CALLABLE)	0.31%	1/26/2024	401.45		
1/31/2022	1/31/2022	1,035,000.00	912828S92	US TREASURY NOTES	1.25%	7/31/2023	6,468.75		
1/31/2022	1/31/2022	590,000.00	91282CBH3	US TREASURY NOTES	0.37%	1/31/2026	1,106.25		
1/31/2022	1/31/2022	715,000.00	9128286A3	US TREASURY NOTES	2.62%	1/31/2026	9,384.38		
2/9/2022	2/9/2022	120,000.00	46647PCM6	JPMORGAN CHASE & CO CORPORATE NOTES	0.76%	8/9/2025	458.24		
2/12/2022	2/12/2022	1,035,000.00	3137EAEP0	FREDDIE MAC NOTES	1.50%	2/12/2025	7,762.50		

Quarterly Portfolio Transactions

Trade Date	Settle Date	Par (\$)	CUSIP	Security Description	Coupon	Maturity Date	Transact Amount (\$)	Yield at Market	Realized G/L (BV)
INTEREST									
2/13/2022	2/13/2022	430,000.00	89236TGT6	TOYOTA MOTOR CREDIT CORP CORP NOTES	1.80%	2/13/2025	3,870.00		
2/14/2022	2/14/2022	1,000,000.00	3135G05S8	FANNIE MAE NOTES (CALLABLE)	0.50%	8/14/2025	2,500.00		
2/15/2022	2/15/2022	158,712.37	14315XAC2	CARMX 2020-1 A3	1.89%	12/16/2024	249.97		
2/15/2022	2/15/2022	180,000.00	14314QAC8	CARMX 2021-2 A3	0.52%	2/17/2026	78.00		
2/15/2022	2/15/2022	326,788.03	89232HAC9	TAOT 2020-A A3	1.66%	5/15/2024	452.06		
2/15/2022	2/15/2022	195,000.00	89239BAC5	TAOT 2021-C A3	0.43%	1/15/2026	69.88		
2/15/2022	2/15/2022	120,000.00	44933LAC7	HART 2021-A A3	0.38%	9/15/2025	38.00		
2/15/2022	2/15/2022	95,000.00	44935FAD6	HART 2021-C A3	0.74%	5/15/2026	58.58		
2/15/2022	2/15/2022	155,000.00	254683CP8	DCENT 2021-A1 A1	0.58%	9/15/2026	74.92		
2/15/2022	2/15/2022	90,000.00	14316NAC3	CARMX 2021-1 A3	0.34%	12/15/2025	25.50		
2/17/2022	2/17/2022	775,000.00	3130AJ7E3	FEDERAL HOME LOAN BANKS NOTES	1.37%	2/17/2023	5,328.13		
2/21/2022	2/21/2022	150,000.00	43813GAC5	HAROT 2021-1 A3	0.27%	4/21/2025	33.75		
2/21/2022	2/21/2022	245,730.15	43813RAC1	HAROT 2020-1 A3	1.61%	4/22/2024	329.69		
2/22/2022	2/22/2022	675,000.00	023135AW6	AMAZON.COM INC BONDS	2.40%	2/22/2023	8,100.00		
2/24/2022	2/24/2022	520,000.00	3137EAEV7	FREDDIE MAC NOTES	0.25%	8/24/2023	650.00		
2/25/2022	2/25/2022	970,000.00	3135G05X7	FANNIE MAE NOTES	0.37%	8/25/2025	1,818.75		
2/28/2022	2/28/2022	910,000.00	91282CAJ0	US TREASURY NOTES	0.25%	8/31/2025	1,137.50		

Quarterly Portfolio Transactions

Trade Date	Settle Date	Par (\$)	CUSIP	Security Description	Coupon	Maturity Date	Transact Amount (\$)	Yield at Market	Realized G/L (BV)
INTEREST									
2/28/2022	2/28/2022	2,000,000.00	912828W48	US TREASURY NOTES	2.12%	2/29/2024	21,250.00		
2/28/2022	2/28/2022	2,300,000.00	91282CBQ3	US TREASURY NOTES	0.50%	2/28/2026	5,750.00		
3/1/2022	3/1/2022	985,000.00	30231GAR3	EXXON MOBIL CORPORATION CORP NOTES	2.72%	3/1/2023	13,425.55		
3/15/2022	3/15/2022	299,871.48	89232HAC9	TAOT 2020-A A3	1.66%	5/15/2024	414.82		
3/15/2022	3/15/2022	90,000.00	14316NAC3	CARMX 2021-1 A3	0.34%	12/15/2025	25.50		
3/15/2022	3/15/2022	120,000.00	44933LAC7	HART 2021-A A3	0.38%	9/15/2025	38.00		
3/15/2022	3/15/2022	155,000.00	254683CP8	DCENT 2021-A1 A1	0.58%	9/15/2026	74.92		
3/15/2022	3/15/2022	148,459.63	14315XAC2	CARMX 2020-1 A3	1.89%	12/16/2024	233.82		
3/15/2022	3/15/2022	180,000.00	14314QAC8	CARMX 2021-2 A3	0.52%	2/17/2026	78.00		
3/15/2022	3/15/2022	95,000.00	44935FAD6	HART 2021-C A3	0.74%	5/15/2026	58.58		
3/15/2022	3/15/2022	195,000.00	89239BAC5	TAOT 2021-C A3	0.43%	1/15/2026	69.88		
3/16/2022	3/16/2022	110,000.00	46647PBS4	JPMORGAN CHASE & CO CORPORATE NOTES (CAL	0.65%	9/16/2024	359.15		
3/17/2022	3/17/2022	435,000.00	22552G3C2	CREDIT SUISSE NEW YORK CERT DEPOS	0.59%	3/17/2023	2,559.37		
3/21/2022	3/21/2022	1,625,000.00	3133EMAM4	FEDERAL FARM CREDIT BANK (CALLABLE)	0.25%	9/21/2023	2,031.25		
3/21/2022	3/21/2022	226,519.98	43813RAC1	HAROT 2020-1 A3	1.61%	4/22/2024	303.91		
3/21/2022	3/21/2022	150,000.00	43813GAC5	HAROT 2021-1 A3	0.27%	4/21/2025	33.75		
3/23/2022	3/23/2022	795,000.00	3137EAEX3	FREDDIE MAC NOTES	0.37%	9/23/2025	1,490.63		

Quarterly Portfolio Transactions

Trade Date	Settle Date	Par (\$)	CUSIP	Security Description	Coupon	Maturity Date	Transact Amount (\$)	Yield at Market	Realized G/L (BV)
INTEREST									
3/23/2022	3/23/2022	820,000.00	4581X0DZ8	INTER-AMERICAN DEVEL BK NOTES	0.50%	9/23/2024	2,050.00		
3/31/2022	3/31/2022	1,060,000.00	91282CAM3	US TREASURY NOTES	0.25%	9/30/2025	1,325.00		
3/31/2022	3/31/2022	730,000.00	912828W71	US TREASURY NOTES	2.12%	3/31/2024	7,756.25		
3/31/2022	3/31/2022	255,000.00	912828L57	US TREASURY NOTES	1.75%	9/30/2022	2,231.25		
3/31/2022	3/31/2022	1,545,000.00	912828T26	US TREASURY NOTES	1.37%	9/30/2023	10,621.88		
3/31/2022	3/31/2022	175,000.00	912828Q29	US TREASURY NOTES	1.50%	3/31/2023	1,312.50		
Total INTEREST		29,276,725.34					139,186.97		0.00
MATURITY									
1/26/2022	1/26/2022	247,000.00	8562846A7	STATE BANK OF INDIA CD	2.25%	1/26/2022	249,801.59		
1/31/2022	1/31/2022	1,000,000.00	0258M0EG0	AMERICAN EXPRESS CREDIT NOTES (CALLED, O	2.70%	1/31/2022	1,011,100.00		
2/15/2022	2/15/2022	889,000.00	19424JBF2	COLLAT COMM PAPER V CO COMM PAPER	0.00%	2/15/2022	889,000.00		
2/24/2022	2/24/2022	247,000.00	87165ELT2	SYNCHRONY BANK CD	2.30%	2/24/2022	249,863.85		
3/10/2022	3/10/2022	247,000.00	05580AGR9	BMW BANK NORTH AMERICA CD	2.15%	3/10/2022	249,633.43		
3/21/2022	3/21/2022	248,000.00	080515BV0	BELMONT SAVINGS BANK CD	2.15%	3/21/2022	250,658.70		
Total MATURITY		2,878,000.00					2,900,057.57		0.00
PAYDOWNS									
1/15/2022	1/15/2022	11,510.22	14315XAC2	CARMX 2020-1 A3	1.89%	12/16/2024	11,510.22		

Quarterly Portfolio Transactions

Trade Date	Settle Date	Par (\$)	CUSIP	Security Description	Coupon	Maturity Date	Transact Amount (\$)	Yield at Market	Realized G/L (BV)
PAYDOWNS									
1/15/2022	1/15/2022	28,788.59	89232HAC9	TAOT 2020-A A3	1.66%	5/15/2024	28,788.59		
1/21/2022	1/21/2022	20,114.34	43813RAC1	HAROT 2020-1 A3	1.61%	4/22/2024	20,114.34		
2/15/2022	2/15/2022	10,252.74	14315XAC2	CARMX 2020-1 A3	1.89%	12/16/2024	10,252.74		
2/15/2022	2/15/2022	26,916.55	89232HAC9	TAOT 2020-A A3	1.66%	5/15/2024	26,916.55		
2/21/2022	2/21/2022	19,210.17	43813RAC1	HAROT 2020-1 A3	1.61%	4/22/2024	19,210.17		
3/15/2022	3/15/2022	24,436.52	89232HAC9	TAOT 2020-A A3	1.66%	5/15/2024	24,436.52		
3/15/2022	3/15/2022	10,119.05	14315XAC2	CARMX 2020-1 A3	1.89%	12/16/2024	10,119.05		
3/21/2022	3/21/2022	17,854.30	43813RAC1	HAROT 2020-1 A3	1.61%	4/22/2024	17,854.30		
Total PAYDOWNS		169,202.48					169,202.48		0.00
SELL									
1/19/2022	1/24/2022	105,000.00	91282CCF6	US TREASURY N/B NOTES	0.75%	5/31/2026	101,480.90		-3,349.00
1/26/2022	1/28/2022	742,000.00	912828R36	US TREASURY NOTES	1.62%	5/15/2026	748,029.87		-9,622.05
1/27/2022	1/31/2022	455,000.00	912828R36	US TREASURY NOTES	1.62%	5/15/2026	457,194.77		-7,448.91
2/2/2022	2/3/2022	746,000.00	19424JBF2	COLLAT COMM PAPER V CO COMM PAPER	0.00%	2/15/2022	745,980.11		14.92
2/23/2022	2/25/2022	745,000.00	912828R36	US TREASURY NOTES	1.62%	5/15/2026	740,553.73		-20,861.44
2/24/2022	2/24/2022	1,000.00	912828XR6	US TREASURY NOTES	1.75%	5/31/2022	1,007.65		0.08
3/8/2022	3/10/2022	303,000.00	9128286Y1	US TREASURY NOTES	1.75%	6/15/2022	305,327.13		84.34

Quarterly Portfolio Transactions

Trade Date	Settle Date	Par (\$)	CUSIP	Security Description	Coupon	Maturity Date	Transact Amount (\$)	Yield at Market	Realized G/L (BV)
SELL									
3/17/2022	3/22/2022	580,000.00	912828L57	US TREASURY NOTES	1.75%	9/30/2022	587,452.17		4,590.69
Total SELL		3,677,000.00					3,687,026.33		-36,591.37

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- Bank of America/Merrill Lynch Indices provided by Bloomberg Financial Markets.
- Money market fund/cash balances are included in performance and duration computations.
- Standard & Poor's is the source of the credit ratings. Distribution of credit rating is exclusive of money market fund/LGIP holdings.
- Callable securities in the portfolio are included in the maturity distribution analysis to their stated maturity date, although, they may be called prior to maturity.
- MBS maturities are represented by expected average life.

Glossary

- **Accrued Interest:** Interest that is due on a bond or other fixed income security since the last interest payment was made.
- **Agencies:** Federal agency securities and/or Government-sponsored enterprises.
- **Amortized Cost:** The original cost of the principal of the security is adjusted for the amount of the periodic reduction of any discount or premium from the purchase date until the date of the report. Discount or premium with respect to short-term securities (those with less than one year to maturity at time of issuance) is amortized on a straight line basis. Such discount or premium with respect to longer-term securities is amortized using the constant yield basis.
- **Asset-Backed Security:** A financial instrument collateralized by an underlying pool of assets – usually ones that generate a cash flow from debt, such as loans, leases, credit card balances, and receivables.
- **Bankers' Acceptance:** A draft or bill or exchange accepted by a bank or trust company. The accepting institution guarantees payment of the bill as well as the insurer.
- **Commercial Paper:** An unsecured obligation issued by a corporation or bank to finance its short-term credit needs, such as accounts receivable and inventory.
- **Contribution to Total Return:** The weight of each individual security multiplied by its return, then summed for each sector to determine how much each sector added or subtracted from the overall portfolio performance.
- **Effective Duration:** A measure of the sensitivity of a security's price to a change in interest rates, stated in years.
- **Effective Yield:** The total yield an investor receives in relation to the nominal yield or coupon of a bond. Effective yield takes into account the power of compounding on investment returns, while nominal yield does not.
- **FDIC:** Federal Deposit Insurance Corporation. A federal agency that insures bank deposits to a specified amount.
- **Interest Rate:** Interest per year divided by principal amount and expressed as a percentage.
- **Market Value:** The value that would be received or paid for an investment in an orderly transaction between market participants at the measurement date.
- **Maturity:** The date upon which the principal or stated value of an investment becomes due and payable.
- **Negotiable Certificates of Deposit:** A CD with a very large denomination, usually \$1 million or more, that can be traded in secondary markets.
- **Par Value:** The nominal dollar face amount of a security.
- **Pass-through Security:** A security representing pooled debt obligations that passes income from debtors to its shareholders. The most common type is the mortgage-backed security.

Glossary

- Repurchase Agreements: A holder of securities sells these securities to an investor with an agreement to repurchase them at a fixed price on a fixed date.
- Settle Date: The date on which the transaction is settled and monies/securities are exchanged. If the settle date of the transaction (i.e., coupon payments and maturity proceeds) occurs on a non-business day, the funds are exchanged on the next business day.
- Supranational: A multinational union or association in which member countries cede authority and sovereignty on at least some internal matters to the group, whose decisions are binding on its members.
- Trade Date: The date on which the transaction occurred; however, the final consummation of the security transaction and payment has not yet taken place.
- Unsettled Trade: A trade which has been executed; however, the final consummation of the security transaction and payment has not yet taken place.
- U.S. Treasury: The department of the U.S. government that issues Treasury securities.
- Yield: The rate of return based on the current market value, the annual interest receipts, maturity value, and the time period remaining until maturity, stated as a percentage on an annualized basis.
- YTM at Cost: The yield to maturity at cost is the expected rate of return based on the original cost, the annual interest receipts, maturity value, and the time period from purchase date to maturity, stated as a percentage on an annualized basis.
- YTM at Market: The yield to maturity at market is the rate of return based on the current market value, the annual interest receipts, maturity value, and the time period remaining until maturity, stated as a percentage on an annualized basis.

**Directors**

Manny Fernandez
Tom Handley
Pat Kite
Anjali Lathi
Jennifer Toy

Officers

Paul R. Eldredge
*General Manager/
District Engineer*

Karen W. Murphy
Attorney

MAY 23, 2022
BOARD OF DIRECTORS MEETING
AGENDA ITEM # 9

TITLE: Select Boardmembers to Represent Union Sanitary District on External Committees for Fiscal Year 2023 *(This is a Motion Item)*

SUBMITTED: Paul R. Eldredge, General Manager/District Engineer

Recommendation

Select Board Members to serve the FY23 term as USD representatives on the Alameda County Water District Finance Authority (ACWDFA), East Bay Dischargers Authority (EBDA) Commission, Alameda County Chapter of California Special District Association (ACSDA), and the Southern Alameda County Geographic Information System (SACGIS) Joint Powers Authority.

Discussion

Currently, the representatives and alternates for the external committees are:

Organization	Representative	1 st Alternate	2 nd Alternate
ACWDFA	Anjali Lathi	Tom Handley	Jennifer Toy
EBDA Commission	Jennifer Toy	Anjali Lathi	Tom Handley
ACSDA	Jennifer Toy	Pat Kite	Manny Fernandez
SACGIS	Tom Handley	Manny Fernandez	Anjali Lathi

Pursuant to the Policy, members completed an external committee interest form and indicated the external committees they wished to serve on in order of preference.

Below is a table showing the preferences indicated by the Board with 1 being the committee in which they are most interested in serving and 4 being the committee in which they are least interested in serving:

Board Member	ACWDFA	EBDA	ACSDA	SACGIS
Manny Fernandez	3	4	2	1
Tom Handley		1		2*
Pat Kite			1**	
Anjali Lathi	2	1		3
Jennifer Toy	1	2	4	3

*Director Handley was appointed to serve as the President of SACGISA for FY2022

**Director Kite requested to serve as alternate representative to ACSDA

Background

Policy No. 3070 calls for the Board to select representatives and alternates for four External Committees.

Previous Board Action

The Board considers this item annually, the history of the past 10 years of Board action is included in the History of External Committee Assignments 2012 to Present attached.

Attachments: Board Policy 3070, Boardmember Officers and Committee Membership
History of External Committee Assignments 2012 to Present

Union Sanitary District
Policy and Procedure Manual

Effective: 4/26/2021	Boardmember Officers and Committee Membership	Policy Number 3070 Page 1 of 4
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Policy

Selection of Board Officers will be held annually at the first regular meeting following the certification of Board election results in election years or approximately one year after the election of Board Officers in non-election years. Internal Board committee memberships and Board representation for External Committees shall be established following the selection of the Board Officers.

Purpose

To provide a written record of the procedure approved by the Board for electing its Officers and establishing its committee memberships.

Procedure

Board Officers

1. The Officers are President, Vice President, and Secretary and the term of office shall be for approximately one year, allowing for flexibility depending on the date of the election for Boardmembers. In election years, which occur every two years, the term shall run until after certification of election results. In non-election years, the term shall end and begin on such date as determined by the Board to allow for approximate one-year terms, with the understanding that terms may be either longer or shorter than one year depending on the date of the next District election.
2. The Board may, by motion, amend the titles of President and Vice President to Chair and Vice Chair, respectively, provided that the Chair, regardless of title, shall act as the "president" pursuant to California Health & Safety Code Section 6486. Throughout this Policy, the titles President and Vice President shall be used interchangeably with Chair and Vice Chair.
3. The President shall preside over the meetings of the Board of Directors and be responsible for the following:
 - a. maintaining order and following the published agenda
 - b. ensuring Boardmembers are allowed to participate in discussions
 - c. allowing the public to speak on agenda items
 - d. facilitating dialog among the public, staff, and Boardmembers
 - e. appointment of members of the Board of Directors to Internal Committee assignments
 - f. signing resolutions, ordinances, and construction contracts on behalf of the District

- g. representing the Board of Directors on issues or at events as designated by the full Board

The Vice President shall fulfill the duties of the President when the President is absent or otherwise unavailable.

The Secretary shall ensure the recording of the minutes of the Board of Directors meetings and sign the adopted Minutes, shall sign all Resolutions and Ordinances passed by the District, and shall serve as Vice President when the Vice President is absent or otherwise unavailable. If the President and Vice President are both absent, and a quorum is present, the Secretary shall preside over the meetings of the Board of Directors as the Board President.

4. During election years, the newly elected Boardmembers shall be sworn in as the first item of business on the agenda followed immediately by the selection of the Board Officers. During non-election years, the selection of the Board Officers shall be considered after the last motion item on the agenda. The Board shall elect the President, Vice-President, and Secretary for terms as set forth in Section 1 above. The election or removal of the President, Vice-President, or Secretary shall require a majority vote of the Board. The Board may choose to follow a rotation of officers.

The Board officers in office at the beginning of the meeting shall retain their positions until the adjournment of the meeting and the newly selected Board Officers shall assume their duties immediately following this meeting.

Internal Board Committee Memberships

1. Internal committees are: Budget and Finance; Engineering and Information Technology; Legal/Community Affairs; Legislative; Personnel; and Audit Committee. There is no fixed schedule for meetings set by this policy and appointments are made by the President, as set forth below. Notwithstanding the above, meetings are noticed and open to the public.
2. Annually, following the election of Board officers, and at the same meeting as the election of the officers, Directors shall be provided a list of the internal committees along with an internal committee interest form. The internal committee interest form shall be completed in order of preference and provided to the General Manager, or designee, no later than 11 calendar days in advance of the next Board meeting.
3. The President is delegated the authority to appoint Directors to the internal committees. The President shall make every effort to rotate committee assignments and ensure a similar number of committee assignments for each Board member. Notice of internal committee membership appointments will be contained in an information item to the Board at the next regularly scheduled meeting following the selection of the Board Officers. The determination of the Board President on committee assignments shall be

considered final.

4. Ad Hoc committees are called as needed by a majority vote of the Board of Directors.

External Commissions / Committee Representatives (CCR)

1. External commissions/committees include: the EBDA Commission; the Joint Powers Authority for Geographic Information Systems; the Alameda County Water District Finance Authority (ACWDFA); and the Alameda County Chapter of the California Special Districts Association.
2. Membership on the EBDA Commission shall be a maximum of two consecutive years, with a possible three years in exceptional circumstances if approved by the Board.
3. The Board of Directors will elect representatives for External Committees annually. At the same meeting as the election of officers, Directors shall be provided a list of external committees along with an external committee interest form. The external committee interest form shall be completed in order of preference and provided to the General Manager, or designee, no later than 11 calendar days in advance of the meeting. The external committee interests shall be compiled in a motion item staff report by the General Manager, or designee, and provided to the Board for consideration. The Board shall elect the external committee representatives for one-year terms to start on July 1 of each year, or as otherwise decided by the Board majority, unless the assignment is vacant, in which case the term shall begin immediately upon election. The Board may choose to follow a rotation for representatives. The election or removal of external committee representatives shall require a majority vote of the Board.

Management Responsibility

The General Manager will be responsible for scheduling on the Board agenda, the election or appointment of Board officers and external commissions, pursuant to the schedule shown above. The General Manager, or designee, will provide the following to the new President, with copies to the Board: (1) a list of the last ten years and current committee memberships; (2) a copy of this policy; and (3) a list of internal committee interests. In consultation with the Board President, the General Manager will also be responsible for scheduling on the Board agenda the announcement of internal committee appointments.

Supersedes Policy Dated: July 2004, September 2005, January 2008, September 2010, October 2013, December 2016, December 2019

Approved by:	Board of Directors, April 2021
Reviewers:	General Manager, Board of Directors, District's attorney
Notify Person:	General Manager
Review frequency:	Every 3 years
Next Review:	April 2024

**Union Sanitary District
BOARDMEMBER EXTERNAL COMMITTEE ASSIGNMENTS
2012 – Present**

Date	EBDA	CSDA	GIS	ACWDFA
7/21-7/22	Jennifer Toy Alt: Anjali Lathi	Jennifer Toy Alt: Pat Kite	Tom Handley Alt: Manny Fernandez	Anjali Lathi Alt: Tom Handley
7/20-7/21	Jennifer Toy Alt: Anjali Lathi	Jennifer Toy Alt: Pat Kite	Tom Handley Alt: Manny Fernandez	Pat Kite Alt: Anjali Lathi
8/19-7/20	Anjali Lathi** Alt: Tom Handley	Jennifer Toy Alt: Tom Handley	Manny Fernandez Alt: Jennifer Toy	Pat Kite Alt: Jennifer Toy
7/18-7/19	Tom Handley Alt: Jennifer Toy	Pat Kite Alt: Manny Fernandez	Manny Fernandez Alt: Jennifer Toy	Anjali Lathi Alt: Jennifer Toy
7/17-7/18	Jennifer Toy Alt: Tom Handley	Pat Kite Alt: Jennifer Toy	Tom Handley Alt: Manny Fernandez	Anjali Lathi Alt: Manny Fernandez
7/16-7/17	Jennifer Toy Alt: Tom Handley	Pat Kite Alt: Manny Fernandez	Manny Fernandez Alt: Anjali Lathi	Anjali Lathi Alt: Pat Kite
6/15-7/16	Tom Handley Alt: Manny Fernandez	Pat Kite Alt: Manny Fernandez	Jennifer Toy Alt: Anjali Lathi	Jennifer Toy Alt: None
6/14-6/15	Tom Handley Alt: Manny Fernandez	Pat Kite Alt: Manny Fernandez	Jennifer Toy Alt: Anjali Lathi	Jennifer Toy Alt: None
6/13-6/14	Tom Handley Alt: Manny Fernandez	Pat Kite Alt: Manny Fernandez	Jennifer Toy Alt: Anjali Lathi	Jennifer Toy Alt: None
6/12-6/13	Anjali Lathi Alt: Tom Handley	Pat Kite Alt: Manny Fernandez	Jennifer Toy Alt: Tom Handley	Jennifer Toy Alt: None

** Due to unforeseen conflicts, Director Handley attended the majority of EBDA meetings during FY20

**Directors**

Manny Fernandez
Tom Handley
Pat Kite
Anjali Lathi
Jennifer Toy

Officers

Paul R. Eldredge
*General Manager/
District Engineer*

Karen W. Murphy
Attorney

**MAY 23, 2022
BOARD OF DIRECTORS MEETING
AGENDA ITEM # 10**

TITLE: Review and Consider Approval of Collection Services Workgroup Manager, Coach, Collection Services, and Senior Accounting and Financial Analyst Position Descriptions, and Revision To Salary Ranges (*This is a Motion Item*)

SUBMITTED: Paul R. Eldredge, General Manager/District Engineer
Mark Carlson, Business Services Workgroup Manager/CFO
Gene Boucher, Human Resources Manager

Recommendation

Consider and approve the Collection Services Workgroup Manager, Coach, Collection Services, and Senior Accounting and Financial Analyst (Senior AFA) position descriptions and adjustments to the salary ranges for each position.

Discussion

With the retirement of the Coach, Finance and Acquisition Services Team, the District reviewed the team structure and job descriptions for various positions and employee composition. There is a desire to change the reporting structure for various positions and replace the FAST Coach position with a Senior AFA position. The job descriptions affected by this change have been updated to reflect the duties of the position, along with language cleanup, and change to pay range.

The District reviewed the current structure of the team and decided that moving warehouse staff to report to Collection Services made the most operational sense as the customer base for warehouse staff is within the operations group. The current warehouse staff will report to the Collection Services Coach(s) and Workgroup Manager.

The revised job descriptions, along with salary ranges, were previously reviewed at a Board workshop. The Job Descriptions have been updated, and the salary ranges have been adjusted to reflect the change in job duties.

Collection Services Manager - The pay range will increase from, \$180,532.98 – 236,949.65 to \$184,143.77 - \$241,688.69. This represents a 2% increase over the current salary range.

Coach, Collection Services – The pay range will increase from, \$130,378.56 - \$174,544.30 to \$132,986.13 - \$174,544.30. This represents a 2% increase over the current salary range.

Senior Financial Analyst – The pay range will increase from, \$109,892.22 - \$144,233.44 to \$121,964.67 - \$160,078.63. This represents a 10% increase over the current salary range.

Background

Warehouse staff previously reported to the Coach, Finance and Acquisition Services within the Business Services Workgroup. Prior to the merging of the former MMT and FIST teams, warehouse staff were part of MMT. These two teams were combined into the new FAST team in 2017. With this change, they will report to Collection Services and become a part of that team to better serve their customers in operations.

Previous Board Action

The Board first approved the job description for the Collection Services Manager, and Coach, Collection Services job descriptions in 1997. The Board first approved the job description for Senior Financial Analyst in 2017.

Attachments

- Redlined Collection Services Workgroup Manager Position Description
- Revised Collection Services Workgroup Manager Position Description
- Redlined Coach, Collection Services Position Description
- Revised Coach, Collection Services Position Description
- Redlined Senior Financial Analyst position Description
- Revised Senior Financial Analyst Position Description

Manager, Collection Services

Class Code:

4201

**SALARY RANGE**~~\$86,798.53~~ - ~~\$116,204.92~~ Hourly~~\$6,943.58~~ ~~7,082.45~~ - ~~\$9,443.46~~ ~~9,295.72~~ Biweekly~~\$15,044.44~~ ~~15,345.31~~ - ~~\$19,745.80~~ ~~20,140.72~~ Monthly~~\$180,532.98~~ ~~184,143.77~~ - ~~\$236,949.65~~ ~~241,688.69~~ Annually**DESCRIPTION:**

Reporting to the General Manager, the Collection Services (CS) Manager is responsible for ensuring a high quality program for maintenance of the District's sewage collection system, fleet, ~~and facility assets~~ and the District's warehouse to ~~be responsive to the needs of the District's customers~~; minimize the occurrence of overflows and odors; identify and correct damaged facilities in a timely manner; ~~be responsive to the needs of the District's customers~~; and develop all personnel, equipment and material resources needed to effectively and economically carry out the program.

EXAMPLES OF DUTIES:**Technical Responsibilities**

The Collection Services Manager develops, promotes, supports, and ensures compliance with District-wide, work group, and team safety policies, procedures, work practices, and safety initiatives; participates in investigations of serious accidents; ensures compliance with regulatory requirements relating to the collection system, fleet, and fueling station; and ensures implementation of technical and safety training programs.

The CS Manager establishes and implements a preventive maintenance program for the collection system to include inspection, cleaning, and repair of collection system assets; ensures the availability of accurate data for the computerized maintenance management system; oversees maintenance of the fleet of vehicles and equipment used by the District; is responsible for all aspects of the District's warehouse and coordinating with the warehouse's customers to ensure their needs are being met; works with the engineering staff to develop and implement capital projects for improvements and expansion of the collection system; and ensures participation in the Underground Service Alert Program. The CS Manager is responsible for developing, auditing, and updating the sewer system management plan (SSMP) and is one of the legally responsible officials (LRO) responsible for certifying SSO reports and updating the questionnaire on the California Integrated Water Quality System (CIWQS). This classification manages the vehicle and equipment renewal and replacement program. This class also develops an emergency response plan for the Collections Service Group and ensures timely response to events that may have negative impacts on District customers by ensuring the availability of trained staff to respond promptly to service requests 24 hours.

Management Responsibilities

The Collection Services Manager is a resource to the Board of Directors on technical and management programs. This class represents the District at state, regional, and local meetings as well as on District task forces and committees. The incumbent participates as a member of the USD Executive Team in District-wide policy and planning activities, including development of the District's Balanced Scorecard and other strategic planning activities; develops performance measures and implements objectives to meet District goals; ensures that team plans are in alignment with District-wide and work group strategic plans; coordinates staff and resources to implement plans, including technical and organizational activities; develops and administers the annual budget; ensures implementation of technical and safety training programs; manages and carries out technical and administrative projects; and occasionally performs the duties of General Manager on an interim basis in the General Manager's absence.

Leadership

The Collection Services Manager:

Carries out recruitment and selection, employee relations, performance management, and recognition activities; provides for the evaluation, training, and professional development of subordinates to ensure utilization, retention, and promotion of competent employees; ensures, through subordinate supervisory staff, a proactive safety program; mentors Coaches in carrying out their responsibilities in each of the areas stated above and assists Coaches to work effectively with individual employees and teams; supports Coaches in working with the Organizational Performance Program Manager and teams to apply the principles of quality to day-to-day operations, including the development and application of benchmarking data, other work group metrics, and process improvements; supports the Star Point and Team Coordinator Programs, as well as other District-wide programs and initiatives; and will occasionally represent the District and serve as spokesperson for the District in dealing with local government agencies, the press, and the public on matters relating to treatment plant operations.

Interpersonal Abilities

The Collection Services Manager practices clear, timely, honest communication, promoting openness, mutual respect, and collaborative working relationships; helps create a strong performance ethic within the work group; encourages initiative and risk-taking; and mentors Coaches to help their teams work effectively, including managing conflict and change.

QUALIFICATIONS:

Knowledge, experience, skills and abilities and other qualifications needed for this classification:

The Collection Services Manager must have extensive technical knowledge and experience related to the Collection Services Manager classification and the ability to apply this knowledge and experience in performing the technical duties of the class.

A typical way to have gained these qualifications is:

Completion of a two-year degree or its equivalent and seven years of increasingly responsible experience in sewer maintenance, repair, construction, and rehabilitation work for a public wastewater collection system; three years' experience must have been in a supervisory/coaching capacity, with at least two years at a level comparable to or higher than a

Collection Services Coach. Additional relevant experience may substitute for the education requirement.

Knowledge of: The principles, practices, materials, and standards used in the design, construction, operation and maintenance of wastewater collection and related facilities; fleet and building maintenance practices and procedures; safety rules, codes, and practices related to the work; applicable public health and governmental regulations; principles of project management, construction administration, computerized maintenance management systems; supervisory and management principles and practices; and budgeting and material control principles.

Skill in: Efficiently utilizing staff, materials, and equipment; developing, analyzing, recommending, and implementing improvements of work standards and procedures; directing the maintenance of accurate records; developing and implementing the annual budget; supervising the work of consultants; analyzing operating problems, evaluating alternative solutions, and making sound recommendations, particularly in unusual or emergency situations; writing effectively in English in a clear, coherent, and accurate manner appropriate to the audience.

Ability to: Plan, schedule, coordinate, and delegate work; select, assign, train, motivate, evaluate, and manage staff; understand and follow directions and provide direction in English; prepare clear, concise, and complete reports and correspondence; make effective oral reports and presentations in English; and deal effectively with employee relations, budget, and other administrative matters. The CS Manager must have a clear understanding of the District's goals and be able to communicate these goals; be able to conceptualize and translate concepts into programs; and use excellent judgment in carrying out both technical and management responsibilities, addressing issues with integrity, fairness, and flexibility. The incumbent must effectively manage budgetary responsibilities; delegate work; identify and mitigate potential problems; and learn from mistakes and allow subordinates to do the same.

The CS Manager must also have outstanding verbal communication and interpersonal skills; understand the interests of others and work collaboratively; promote support by staff for his/her decisions; have the ability to establish and maintain excellent working relationships with District staff, the Board of Directors, outside agencies, consultants, and the public; positively influence others; be a mentor, coach, and team player; and possess strong written communication skills.

Licenses, Certificates, or Credentials: Must possess a valid Class C California driver's license, have and maintain a satisfactory driving record, and be insurable by the District to operate District vehicles. Must be able to obtain a valid Wastewater Collection System Maintenance Certificate Grade IV issued by the California Water Environment Association within one year from date of hire.

ADDITIONAL INFORMATION:

Other Requirements: Must possess the physical characteristics to perform the critical and important duties of the job.

Disaster Service Worker:

Employees of Union Sanitary District are, by State and Federal law, Disaster Service Workers. In the event of a declaration of emergency, any employee may be assigned activities that promote the protection of public health and safety or the preservation of lives and property, either at the District or within the local or their own community.

OTHER REQUIREMENTS:

Approved by the Board of Directors: [2022](#)~~1997~~

Revised: ~~January, 2004; August 2014~~[May 2022](#)

Position status: Unclassified, Exempt (Adm/Mgr/Sup)

**Manager, Collection Services**Class Code:
4201**SALARY RANGE**

\$88.53 - \$116.20 Hourly
 \$7,082.45 - \$9,295.72 Biweekly
 \$15,345.31 - \$20,140.72 Monthly

\$184,143.77 - \$241,688.69 Annually

DESCRIPTION:

Reporting to the General Manager, the Collection Services (CS) Manager is responsible for ensuring a high quality program for maintenance of the District's sewage collection system, fleet, facility assets and the District's warehouse to be responsive to the needs of the District's customers; minimize the occurrence of overflows and odors; identify and correct damaged facilities in a timely manner;; and develop all personnel, equipment and material resources needed to effectively and economically carry out the program.

EXAMPLES OF DUTIES:**Technical Responsibilities**

The Collection Services Manager develops, promotes, supports, and ensures compliance with District-wide, work group, and team safety policies, procedures, work practices, and safety initiatives; participates in investigations of serious accidents; ensures compliance with regulatory requirements relating to the collection system, fleet, and fueling station; and ensures implementation of technical and safety training programs.

The CS Manager establishes and implements a preventive maintenance program for the collection system to include inspection, cleaning, and repair of collection system assets; ensures the availability of accurate data for the computerized maintenance management system; oversees maintenance of the fleet of vehicles and equipment used by the District; is responsible for all aspects of the District's warehouse and coordinating with the warehouse's customers to ensure their needs are being met; works with the engineering staff to develop and implement capital projects for improvements and expansion of the collection system; and ensures participation in the Underground Service Alert Program. The CS Manager is responsible for developing, auditing, and updating the sewer system management plan (SSMP) and is one of the legally responsible officials (LRO) responsible for certifying SSO reports and updating the questionnaire on the California Integrated Water Quality System (CIWQS). This classification manages the vehicle and equipment renewal and replacement program. This class also develops an emergency response plan for the Collections Service Group and ensures timely response to events that may have negative impacts on District customers by ensuring the availability of trained staff to respond promptly to service requests 24 hours.

Management Responsibilities

The Collection Services Manager is a resource to the Board of Directors on technical and management programs. This class represents the District at state, regional, and local meetings as well as on District task forces and committees. The incumbent participates as a member of the USD Executive Team in District-wide policy and planning activities, including development of the District's Balanced Scorecard and other strategic planning activities; develops performance measures and implements objectives to meet District goals; ensures that team plans are in alignment with District-wide and work group strategic plans; coordinates staff and resources to implement plans, including technical and organizational activities; develops and administers the annual budget; ensures implementation of technical and safety training programs; manages and carries out technical and administrative projects; and occasionally performs the duties of General Manager on an interim basis in the General Manager's absence.

Leadership

The Collection Services Manager:

Carries out recruitment and selection, employee relations, performance management, and recognition activities; provides for the evaluation, training, and professional development of subordinates to ensure utilization, retention, and promotion of competent employees; ensures, through subordinate supervisory staff, a proactive safety program; mentors Coaches in carrying out their responsibilities in each of the areas stated above and assists Coaches to work effectively with individual employees and teams; supports Coaches in working with the Organizational Performance Manager and teams to apply the principles of quality to day-to-day operations, including the development and application of benchmarking data, other work group metrics, and process improvements; supports the Star Point and Team Coordinator Programs, as well as other District-wide programs and initiatives; and will occasionally represent the District and serve as spokesperson for the District in dealing with local government agencies, the press, and the public on matters relating to treatment plant operations.

Interpersonal Abilities

The Collection Services Manager practices clear, timely, honest communication, promoting openness, mutual respect, and collaborative working relationships; helps create a strong performance ethic within the work group; encourages initiative and risk-taking; and mentors Coaches to help their teams work effectively, including managing conflict and change.

QUALIFICATIONS:

Knowledge, experience, skills and abilities and other qualifications needed for this classification:

The Collection Services Manager must have extensive technical knowledge and experience related to the Collection Services Manager classification and the ability to apply this knowledge and experience in performing the technical duties of the class.

A typical way to have gained these qualifications is:

Completion of a two-year degree or its equivalent and seven years of increasingly responsible experience in sewer maintenance, repair, construction, and rehabilitation work for a public wastewater collection system; three years' experience must have been in a supervisory/coaching capacity, with at least two years at a level comparable to or higher than a Collection Services Coach. Additional relevant experience may substitute for the education requirement.

Knowledge of: The principles, practices, materials, and standards used in the design, construction, operation and maintenance of wastewater collection and related facilities; fleet and building maintenance practices and procedures; safety rules, codes, and practices related to the work; applicable public health and governmental regulations; principles of project management, construction administration, computerized maintenance management systems; supervisory and management principles and practices; and budgeting and material control principles.

Skill in: Efficiently utilizing staff, materials, and equipment; developing, analyzing, recommending, and implementing improvements of work standards and procedures; directing the maintenance of accurate records; developing and implementing the annual budget; supervising the work of consultants; analyzing operating problems, evaluating alternative solutions, and making sound recommendations, particularly in unusual or emergency situations; writing effectively in English in a clear, coherent, and accurate manner appropriate to the audience.

Ability to: Plan, schedule, coordinate, and delegate work; select, assign, train, motivate, evaluate, and manage staff; understand and follow directions and provide direction in English; prepare clear, concise, and complete reports and correspondence; make effective oral reports and presentations in English; and deal effectively with employee relations, budget, and other administrative matters. The CS Manager must have a clear understanding of the District's goals and be able to communicate these goals; be able to conceptualize and translate concepts into programs; and use excellent judgment in carrying out both technical and management responsibilities, addressing issues with integrity, fairness, and flexibility. The incumbent must effectively manage budgetary responsibilities; delegate work; identify and mitigate potential problems; and learn from mistakes and allow subordinates to do the same.

The CS Manager must also have outstanding verbal communication and interpersonal skills; understand the interests of others and work collaboratively; promote support by staff for his/her decisions; have the ability to establish and maintain excellent working relationships with District staff, the Board of Directors, outside agencies, consultants, and the public; positively influence others; be a mentor, coach, and team player; and possess strong written communication skills.

Licenses, Certificates, or Credentials: Must possess a valid Class C California driver's license, have and maintain a satisfactory driving record, and be insurable by the District to operate District vehicles. Must be able to obtain a valid Wastewater Collection System Maintenance Certificate Grade IV issued by the California Water Environment Association within one year from date of hire.

ADDITIONAL INFORMATION:

Other Requirements: Must possess the physical characteristics to perform the critical and important duties of the job.

Disaster Service Worker:

Employees of Union Sanitary District are, by State and Federal law, Disaster Service Workers. In the event of a declaration of emergency, any employee may be assigned activities that promote the protection of public health and safety or the preservation of lives and property, either at the District or within the local or their own community.

OTHER REQUIREMENTS:

Approved by the Board of Directors: 2022

Revised: May 2022

Position status: Unclassified, Exempt (Adm/Mgr/Sup)



UNION SANITARY DISTRICT

Revision Date: May 2022

SALARY RANGE

\$63.94 - \$83.92 Hourly
 \$5,114.85 - \$6,713.24 Biweekly
 \$11,082.18 - \$14,545.36 Monthly
 \$132,986.13 - \$174,544.30 Annually

DESCRIPTION:

Reporting to the Collection Services Work Group Manager and working under general supervision, this position plays a critical role in carrying out the District's Strategic Plan and contributing to the success of the District's Mission. The Collection Services Coach (CS Coach) supports and works effectively in a team-based organization, carrying out technical, coaching, supervisory, project management, and administrative responsibilities.

The CS Coach supervises, coaches, and assists collection system workers and warehouse staff in maintaining, repairing, installing, constructing, and inspecting sewer lines and appurtenances, warehouse inventory, and may also provide coaching for the Support Team and warehouse staff involved in fleet, heavy equipment, facilities cleaning and maintenance, and ensuring responsive service in the warehouse to the needs of the District's customers, and planning and scheduling activities.

This classification requires the ability to exercise a high degree of independent judgment and highly effective decision-making, communication and interpersonal skills.

EXAMPLES OF DUTIES:

Works with the CS Manager to develop and assist the Maintenance, Construction, and/or Support Teams to implement Strategic Plan objectives and performance measures to meet District and work group Balanced Scorecard goals; develops and applies benchmarking data and other work group metrics; ensures that performance measures are tracked and met; works with others to identify and implement process improvements.

Provides input into the development, audits, and updates of the sewer system management plan (SSMP); serves as one of the data submitters who submit sanitary sewer overflow (SSO) reports on the California Integrated Water Quality System (CIWQS).

Supports the use of new technologies (asset management, automated service orders, etc.) in the daily activities of the work group.

Provides technical and coaching assistance to team(s) to effectively carry out day-to-day responsibilities, especially on difficult or unusual problems, minimizing health hazards and interruption of service; may direct emergency repairs or sanitary sewer overflow response.

Ensures that the District's safety program requirements are implemented and carried out; works with staff and the Environmental Health and Safety Program Manager to identify and resolve safety issues; takes the lead on investigating near misses and accidents or injuries on the job; completes all necessary reports and other documentation relating to safety.

Evaluates, coordinates, and monitors preventive maintenance, cleaning, root control programs, and customer service requests; supervises the marking of all Underground Service Alert requests; utilizes the computerized maintenance management system (CMMS).

Ensures that standard operating procedures and parameters are developed and maintained for all collection systems processes; analyzes a variety of operational data; develop and recommends alterations and changes in operating procedures.

Reviews and prioritizes daily work assignments, working with the Planner/Scheduler and Lead Collection System Workers.

Conducts field inspections for acceptance of new facilities; investigates quality control problems; identifies and supports sewer improvement projects.

Interacts with the public to resolve trouble calls, overflows, and property damage claims.

Helps create a strong performance ethic within the work group.

Provides facilitation, training, and problem-solving support to teams and supports team members to carry out leadership and administrative team-related responsibilities.

Assists in preparing and implementing the team(s) budget; forecasts additional funds needed for staffing, equipment, materials, and supplies; authorizes, monitors, and controls expenditures. Establishes cost-effective methods of maintaining the collection system.

Maintains a variety of records and files; prepares studies and written reports on field operations; creates and maintains employee performance evaluations and related documents.

Assists in employee selection; sets clear, achievable performance expectations; coaches employees to carry out their responsibilities; provides ongoing feedback on performance, both technical and interpersonal; conducts timely performance reviews and check-in meetings with employees; identifies safety and training needs and helps individuals develop training plans.

Motivates employees, recognizes employee contributions, and maximizes individual development.

Counsels employees on performance issues and carries out progressive discipline if necessary.

Coordinates staff and resources to implement plans within own work group and with other groups within and outside the District, including both technical and organizational activities. Interacts with District staff, contractors, and representatives of other agencies such as local cities, phone companies and PG & E.

Coordinates with other Coaches to develop a District-wide approach to issues.

The Coach may perform the duties of the Work Group Manager in the absence of the Manager. Incumbents will perform any other duties that are appropriate for the scope and level of responsibility of this classification.

Supports all aspects of the District's warehouse and coordinates with warehouse customers to ensure needs are met.

Evaluates and supports warehouse staff in the performance of their duties.

QUALIFICATIONS:

Education and Experience: Any combination of education and experience that provides the knowledge, skills, and abilities indicated below. A typical way of gaining the knowledge, skills, and abilities is:

Completion of the twelfth grade or its equivalent, supplemented by coursework in supervision and five years of increasingly responsible experience in construction, maintenance, installation, repair, preventive maintenance, and closed circuit television inspection of a wastewater collection system, one year of which must be in a lead capacity (or equivalent), OR five years of increasingly responsible experience in maintenance of fleet or facilities and some experience in planning and scheduling of maintenance activities.

Knowledge of: Strategic Planning and team-based organizations; principles and practices of effective performance management, leadership, team building, conflict resolution, project management, and coordination of staff and resources; the methods, practices, materials, tools, equipment, and safety standards, procedures, and requirements used in the construction, maintenance, installation, repair, preventive maintenance, and closed circuit television inspection of the wastewater collection system; and the maintenance of facilities, vehicles, and small and heavy equipment and planning and scheduling of maintenance work.

Skill in: Developing and implementing goals, objectives, policies, procedures, work standards, and internal controls; selecting, training, developing, motivating, and evaluating staff; delegating work while providing assistance as needed; reading and interpreting maps, drawings, and specifications; assisting in maintaining comprehensive specialized programs; estimating labor, material, and equipment costs; utilizing a variety of computerized programs, including CMMS; analyzing operating problems, evaluating alternative proposals, and making sound conclusions; planning and scheduling work, and preparing clear, concise, and accurate reports and correspondence.

Ability to: Demonstrate excellent judgment about both technical and management issues and make sound, independent decisions about day-to-day activities and in emergency situations; inspect and recognize inefficient, unusual, or dangerous conditions; help employees remain accountable for their work products and behaviors; set reasonable performance expectations and assist employees to meet these expectations; take appropriate action if standards and expectations are not met; plan, organize, direct, train, and evaluate the work of assigned staff; work on several assignments under time pressures and critical deadlines; understand and carry out oral and written instructions in English; prepare clear and concise technical reports, correspondence, and other administrative documents; make clear, concise and effective oral reports and presentations; deal tactfully and effectively with District staff, the public, and representatives of other agencies; assist team members to work effectively in a team-based organization; and enforce District and OSHA safety precautions and standards.

Interpersonal Effectiveness: Ability to work collaboratively with others in a team-based organization focused on continuous improvement; establish and maintain a positive customer service attitude and effective working relationships with customers; demonstrate excellent two-way communication skills with staff and others, including the ability to listen, explain, and facilitate; ask for input; offer help; accept suggestions; maintain professional behavior during stressful situations; motivate and develop staff; and provide recognition and encouragement. Must demonstrate integrity, fairness, and flexibility and work with others to establish a climate of openness, mutual respect, and teamwork.

Licenses, Certificates, or Credentials: Must possess a valid Class C California driver's license (a Class A with endorsements is desired), have and maintain a satisfactory driving record, and be insurable by the District to operate District vehicles. Must obtain a valid Wastewater Collection System Maintenance Certificate Grade III issued by the California Water Environment Association within one year of employment.

Other Requirements: Must possess the physical characteristics to perform the critical and important duties of the class, including sufficient agility to stand, walk, and climb stairs and ladders. Must possess sufficient strength to carry 49 pounds (a stack of 7 traffic cones) a short distance.

ADDITIONAL INFORMATION:

Disaster Service Worker: Employees of Union Sanitary District are, by State and Federal law, Disaster Service Workers. In the event of a declaration of emergency, any employee may be assigned activities which promote the protection of public health and safety or the preservation of lives and property either at the District or within the local, or your own community.

OTHER REQUIREMENTS:

Approved Board of Directors:
Position status: Unclassified, Exempt, Management



UNION SANITARY DISTRICT

Revision Date: May 2022

SALARY RANGE

\$63.94 - \$83.92 Hourly
 \$5,114.85 - \$6,713.24 Biweekly
 \$11,082.18 - \$14,545.36 Monthly
 \$132,986.13 - \$174,544.30 Annually

DESCRIPTION:

Reporting to the Collection Services Work Group Manager and working under general supervision, this position plays a critical role in carrying out the District's Strategic Plan and contributing to the success of the District's Mission. The Collection Services Coach (CS Coach) supports and works effectively in a team-based organization, carrying out technical, coaching, supervisory, project management, and administrative responsibilities.

The CS Coach supervises, coaches, and assists collection system workers and warehouse staff in maintaining, repairing, installing, constructing, and inspecting sewer lines and appurtenances, warehouse inventory, and may also provide coaching for the Support Team and warehouse staff involved in fleet, heavy equipment, facilities cleaning and maintenance, and ensuring responsive service in the warehouse to the needs of the District's customers, and planning and scheduling activities.

This classification requires the ability to exercise a high degree of independent judgment and highly effective decision-making, communication and interpersonal skills.

EXAMPLES OF DUTIES:

Works with the CS Manager to develop and assist the Maintenance, Construction, and/or Support Teams to implement Strategic Plan objectives and performance measures to meet District and work group Balanced Scorecard goals; develops and applies benchmarking data and other work group metrics; ensures that performance measures are tracked and met; works with others to identify and implement process improvements.

Provides input into the development, audits, and updates of the sewer system management plan (SSMP); serves as one of the data submitters who submit sanitary sewer overflow (SSO) reports on the California Integrated Water Quality System (CIWQS).

Supports the use of new technologies (asset management, automated service orders, etc.) in the daily activities of the work group.

Provides technical and coaching assistance to team(s) to effectively carry out day-to-day responsibilities, especially on difficult or unusual problems, minimizing health hazards and interruption of service; may direct emergency repairs or sanitary sewer overflow response.

Ensures that the District's safety program requirements are implemented and carried out; works with staff and the Environmental Health and Safety Program Manager to identify and resolve safety issues; takes the lead on investigating near misses and accidents or injuries on the job; completes all necessary reports and other documentation relating to safety.

Evaluates, coordinates, and monitors preventive maintenance, cleaning, root control programs, and customer service requests; supervises the marking of all Underground Service Alert requests; utilizes the computerized maintenance management system (CMMS).

Ensures that standard operating procedures and parameters are developed and maintained for all collection systems processes; analyzes a variety of operational data; develop and recommends alterations and changes in operating procedures.

Reviews and prioritizes daily work assignments, working with the Planner/Scheduler and Lead Collection System Workers.

Conducts field inspections for acceptance of new facilities; investigates quality control problems; identifies and supports sewer improvement projects.

Interacts with the public to resolve trouble calls, overflows, and property damage claims.

Helps create a strong performance ethic within the work group.

Provides facilitation, training, and problem-solving support to teams and supports team members to carry out leadership and administrative team-related responsibilities.

Assists in preparing and implementing the team(s) budget; forecasts additional funds needed for staffing, equipment, materials, and supplies; authorizes, monitors, and controls expenditures. Establishes cost-effective methods of maintaining the collection system.

Maintains a variety of records and files; prepares studies and written reports on field operations; creates and maintains employee performance evaluations and related documents.

Assists in employee selection; sets clear, achievable performance expectations; coaches employees to carry out their responsibilities; provides ongoing feedback on performance, both technical and interpersonal; conducts timely performance reviews and check-in meetings with employees; identifies safety and training needs and helps individuals develop training plans.

Motivates employees, recognizes employee contributions, and maximizes individual development.

Counsels employees on performance issues and carries out progressive discipline if necessary.

Coordinates staff and resources to implement plans within own work group and with other groups within and outside the District, including both technical and organizational activities. Interacts with District staff, contractors, and representatives of other agencies such as local cities, phone companies and PG & E.

Coordinates with other Coaches to develop a District-wide approach to issues.

The Coach may perform the duties of the Work Group Manager in the absence of the Manager. Incumbents will perform any other duties that are appropriate for the scope and level of responsibility of this classification.

Supports all aspects of the District's warehouse and coordinates with warehouse customers to ensure needs are met.

99 of 274 Evaluates and supports warehouse staff in the performance of their duties.

QUALIFICATIONS:

Education and Experience: Any combination of education and experience that provides the knowledge, skills, and abilities indicated below. A typical way of gaining the knowledge, skills, and abilities is:

Completion of the twelfth grade or its equivalent, supplemented by coursework in supervision and five years of increasingly responsible experience in construction, maintenance, installation, repair, preventive maintenance, and closed circuit television inspection of a wastewater collection system, one year of which must be in a lead capacity (or equivalent), OR five years of increasingly responsible experience in maintenance of fleet or facilities and some experience in planning and scheduling of maintenance activities.

Knowledge of: Strategic Planning and team-based organizations; principles and practices of effective performance management, leadership, team building, conflict resolution, project management, and coordination of staff and resources; the methods, practices, materials, tools, equipment, and safety standards, procedures, and requirements used in the construction, maintenance, installation, repair, preventive maintenance, and closed circuit television inspection of the wastewater collection system; and the maintenance of facilities, vehicles, and small and heavy equipment and planning and scheduling of maintenance work.

Skill in: Developing and implementing goals, objectives, policies, procedures, work standards, and internal controls; selecting, training, developing, motivating, and evaluating staff; delegating work while providing assistance as needed; reading and interpreting maps, drawings, and specifications; assisting in maintaining comprehensive specialized programs; estimating labor, material, and equipment costs; utilizing a variety of computerized programs, including CMMS; analyzing operating problems, evaluating alternative proposals, and making sound conclusions; planning and scheduling work, and preparing clear, concise, and accurate reports and correspondence.

Ability to: Demonstrate excellent judgment about both technical and management issues and make sound, independent decisions about day-to-day activities and in emergency situations; inspect and recognize inefficient, unusual, or dangerous conditions; help employees remain accountable for their work products and behaviors; set reasonable performance expectations and assist employees to meet these expectations; take appropriate action if standards and expectations are not met; plan, organize, direct, train, and evaluate the work of assigned staff; work on several assignments under time pressures and critical deadlines; understand and carry out oral and written instructions in English; prepare clear and concise technical reports, correspondence, and other administrative documents; make clear, concise and effective oral reports and presentations; deal tactfully and effectively with District staff, the public, and representatives of other agencies; assist team members to work effectively in a team-based organization; and enforce District and OSHA safety precautions and standards.

Interpersonal Effectiveness: Ability to work collaboratively with others in a team-based organization focused on continuous improvement; establish and maintain a positive customer service attitude and effective working relationships with customers; demonstrate excellent two-way communication skills with staff and others, including the ability to listen, explain, and facilitate; ask for input; offer help; accept suggestions; maintain professional behavior during stressful situations; motivate and develop staff; and provide recognition and encouragement. Must demonstrate integrity, fairness, and flexibility and work with others to establish a climate of openness, mutual respect, and teamwork.

Licenses, Certificates, or Credentials: Must possess a valid Class C California driver's license (a Class A with endorsements is desired), have and maintain a satisfactory driving record, and be insurable by the District to operate District vehicles. Must obtain a valid Wastewater Collection System Maintenance Certificate Grade III issued by the California Water Environment Association within one year of employment.

Other Requirements: Must possess the physical characteristics to perform the critical and important duties of the class, including sufficient agility to stand, walk, and climb stairs and ladders. Must possess sufficient strength to carry 49 pounds (a stack of 7 traffic cones) a short distance.

ADDITIONAL INFORMATION:

Disaster Service Worker: Employees of Union Sanitary District are, by State and Federal law, Disaster Service Workers. In the event of a declaration of emergency, any employee may be assigned activities which promote the protection of public health and safety or the preservation of lives and property either at the District or within the local, or your own community.

OTHER REQUIREMENTS:

Approved Board of Directors:
Position status: Unclassified, Exempt, Management



Senior Accounting and Financial Analyst

Class Code:
2064

UNION SANITARY DISTRICT
Established Date: Jan 9, 2017
Revision Date: Jan 11, 2017

SALARY RANGE

~~\$52,835.64~~ - ~~\$69,347.96~~ Hourly
~~\$4,226.62~~ - ~~\$5,547.44~~ Biweekly
~~\$9,157.69~~ - ~~\$12,019.45~~ Monthly
~~\$109,892.22~~ - ~~\$144,233.44~~ Annually

DESCRIPTION:

Under the general supervision of the Business Services Workgroup Manager/CFO, this position plays a critical role in carrying out the District's Business Services Strategic Plan and contributing to the success of the District's Mission. ~~Under general supervision in a team environment, the~~ Senior Accounting and Financial Analyst serves as the most senior financial ~~position and~~ position and performs professional financial and accounting work of substantial complexity; prepares annual budget; oversees major financial projects; monitors rates and revenue structures; provides technical direction to ~~department~~ accounting staff, and provides Budget Star Points with the resources and support necessary to perform their functions. The Senior Accounting and Financial Analyst supports and works effectively in a team-based organization, carrying out technical, project management, and some administrative responsibilities.

~~This position provides highly responsible administrative staff assistance to the Business Services Work Group Manager/CFO and the General Manager; represents the District to outside groups and organizations and serves as District liaison on various inter-agency coordination projects; and performs related work as required. May in times of absence serve as the acting Business Services Work Group Manager/CFO.~~

This classification requires the ability to exercise a high degree of independent judgment and highly effective decision-making, communication, and interpersonal skills.

SUPERVISION EXERCISED AND RECEIVED

Receives general direction from the Business Services Workgroup Manager and General Manager. This position provides highly responsible administrative staff assistance to the Business Services Workgroup Manager/CFO and the General Manager; represents the District to outside groups and organizations and serves as District liaison on various inter-agency coordination projects; and performs related work as required. May in times of absence serve as the acting Business Services Workgroup Manager/CFO.

EXAMPLES OF DUTIES:

Technical Responsibilities

- Participates in the preparation and administration of the District's operating and capital improvement budgets; quantifies impact of budget on the District's financial performance; submits budget recommendations; and monitors expenditures.
- Participates and provides for financial services of the District including accounting, budget preparation, payroll, cash receipts, accounts payable, and accounts receivable functions and activities.
- Assists with, when needed, with the activities of purchasing including procurement, supply, inventory control, contract, purchasing and market analysis programs, and risk management.
- Works with the Business Services Workgroup Manager/CFO to analyze and implement sound internal controls in the areas of cash receipts, accounts payable, purchasing, inventory, accounting, payroll, accounts receivables, risk management and budget preparation
- Provides technical assistance to team(s) to effectively carry out day-to-day responsibilities.
- Assists in preparing and implementing teams' budgets; forecasts additional funds needed for staffing, equipment, materials, and supplies; authorizes, monitors, and controls expenditures.
- Performs complex administrative and financial analyses, including problem identification, selection of methodology, and evaluation of alternative solutions and presentation of findings to management.
- Analyzes past and present financial operations and expenditures and estimates future revenues to use in preparation of the annual budget and long-range financial forecasts.
- Coordinates and provides documentation for debt issuance, regulatory disclosure compliance and debt administration.
- Completes complex accounting functions and reviews accounting staff work.
- Establishes financial controls and reviews expenditures for conformance with approved budgets; prepares and reviews reports and statements; develops operating and other statistics used for budgeting purchases and costs.
- Monitors capital improvement project expenditures; maintains financial records and control of capital projects.
- Prepares analytical and statistical reports on operations and activities in the areas of administration, finance and information systems including policies, procedures, methods and proposals to improve efficiency, cost effectiveness and quality of operations.
- Develops financial analysis models, conducts financial analyses and financial management audits and participates in rate studies and fee schedules.
- Initiates changes to and leads the design, control, operation, and enhancement of computerized financial systems, including budget control, general ledger control, contracts, accounts payable, revenue, billing, bank investments, payroll, project construction accounting, and fixed assets.
- Coordinates the annual financial audit and completion of the Annual Comprehensive Annual Financial Report (ACFR) with accounting staff and certified public accounting firm and ensure other regulatory annual reports are completed in a timely manner.

- Participates in ~~Lead~~ Board Audit Committee activities, including auditor procurement and financial statement review and chartering.
- Acts as the finance liaison to all work-groups in recommending and administering accounting/administration policies and procedures; answer financial questions from the Board of Directors, District staff, public agencies, and others.
- Represents the District in meetings with governmental and regulatory agencies, private firms, the public, and others; participate and work with other public agencies and organizations on technical studies to achieve goals of mutual benefit and good.
- Conducts independent financial analyses of the District's financial condition and financial or rate impacts associated with various District initiatives and financing major capital infrastructure projects.
- Develops and maintains current and long-term cash flow analysis for meeting the District's operational needs and investing idle funds.
- Monitors rate and regulatory rulings of other regulatory agencies; informs management of trends and changes in ratemaking and legislation that affects operations.
- ~~Monitor rate and regulatory rulings of other regulatory agencies; inform management of trends and changes in ratemaking and legislation that affects operations.~~
- Provides technical direction to department~~accounting~~ staff; establishes and maintains procedures and practices; oversee the development of new systems and the review of existing practices; reviews and updates financial policies; reviews and reconciles accounting and finance functions, such as posting to and balancing of accounts, opening and closing of accounts, auditing and making adjusting entries, and preparing periodic reports.
- Analyzes and recommends changes in methods, procedures, systems, forms, and records; develop procedures to implement new financial system requirements.
- Maintains the accounting policies and procedures manual, reviewing and revising as necessary.
- Serves as primary backup to Accounting and Financial Analyst I and/or Accounting and Financial Analyst II and in the absence of the ~~Finance and Acquisitions Services Team Coach and Business Services~~ Workgroup Manager/~~Chief Financial Officer~~ serves as authorized approver of various finance documents and other department functions as instructed.
- The Senior Accounting and Financial Analystist may perform the duties of the Workgroup Manager in their absence of the Manager.
- Builds and maintains positive working relationships with co-workers, other District employees, and the public using principles of good customer service.
- Communicates effectively, both orally and in writing.
- Makes effective written, graphic, and oral presentation of complex and highly technical information.

Incumbents will perform any other duties that are appropriate for the scope and level of responsibility of this classification.

Interpersonal Abilities

- Interpersonal Effectiveness: Ability to work effectively in a team-based organization focused on continuous improvement.
- Establish and maintain a positive customer service attitude and effective working relationships with customers, both internal and external.
- Demonstrate strong two-way communication skills, including the ability to listen, explain, and facilitate.
- Ability to ask for and provide input, offer help without being asked, accept and make suggestions, work with others to solve problems, hold people accountable, and provide recognition and encouragement.

Customer Service/Point Resource

- Can address customers and Budget Star Points' needs, identifying issues and concerns, exploring solutions, and implementing improvements.
- Seeks ways to continuously improve District processes.

QUALIFICATIONS:

Education and Experience: EDUCATION AND EXPERIENCE:

A typical way of acquiring the knowledge, skills, and abilities to perform this work is a Bachelor's degree in accounting, finance or a closely related field; plus five (5) to seven (7) years professional, journey-level experience in financial analysis and accounting, which includes auditing, accounting procedures development, long-range financial forecasting, budget development, and debt management.

Knowledge, Skills & Abilities

The Senior Financial Analyst must have knowledge of:

- Generally accepted accounting principles and practices applicable to public agencies.
- Automated accounting systems and information.
- State and federal laws, rules, regulations, and procedures affecting public sector financial reporting.
- Rate-making principles, concepts, and issues.
- Forecasting and financial analysis methods and techniques.

Skill and Ability to:

- Skill in: Managing projects and providing direction when appropriate.
- Developing and instituting improvements to budgeting, cash flow analysis and long-term financial forecasting.
- Preparing accurate and thorough financial statements and schedules.
- Analyzing, auditing, and verifying accounting records, reports, and documents.
- Making mathematical calculations with speed and accuracy.
- Preparing neat, clear, accurate, and concise reports and correspondence.
- Analyzing financial system reports.
- Organizing work, setting priorities, and exercising sound judgment.

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-

Ability to: Understand and carry out oral and written instructions in English.

- ;-a Analyze problems and make sound recommendations.
- ;-d Drive solutions.
- ;-a Apply accounting principles and Governmental Accounting Standards Board (GASB) pronouncements.
- ;-l Learn and apply District policies and procedures.
- ;-r Read and interpret complex reports, orders, and legal forms.
- ;-a Analyze and verify statements and schedules; make effective presentations and oral reports.

~~Interpersonal Effectiveness: Ability to work effectively in a team-based organization focused on continuous improvement; establish and maintain a positive customer service attitude and effective working relationships with customers; demonstrate strong two-way communication skills, including the ability to listen, explain, and facilitate; ability to ask for and provide input, offer help without being asked, accept and make suggestions, work with others to solve problems, hold people accountable, and provide recognition and encouragement.~~

~~Customer Service/Point Resource: Can address customers and Budget Star Points' needs, identifying issues and concerns, exploring solutions, and implementing improvements. Seeks ways to continuously improve processes.~~

Other Requirements: Licenses, Certificates, or Credentials:

~~Must possess the physical characteristics to perform the critical and important duties of the job.~~

- May be occasionally required to drive a motor vehicle or otherwise travel off site. If operating a District vehicle, must be insurable by the District.

ADDITIONAL INFORMATION:

Must possess the physical characteristics to perform the critical and important duties of the job.

Disaster Service Worker

Employees of Union Sanitary District are, by State and Federal law, Disaster Service Workers. In the event of a declaration of emergency, any employee may be assigned activities that promote the protection of public health and safety or the preservation of lives and property, either at the District or within the local or their own community.

Approved by the Board of Directors: January 2017

Revised: May 2022

Position status: Unclassified, Exempt (Professional/Confidential)



Senior Accounting and Financial Analyst

Class Code:
2064

UNION SANITARY DISTRICT
Established Date: Jan 9, 2017
Revision Date: Jan 11, 2017

SALARY RANGE

\$58.64 - \$76.96 Hourly
\$4,690.95 - \$6,156.87 Biweekly
\$10,163.72 - \$13,339.89 Monthly
\$121,964.67 - \$160,078.63 Annually

DESCRIPTION

Under the general supervision of the Business Services Workgroup Manager/CFO, this position plays a critical role in carrying out the District's Business Services Strategic Plan and contributing to the success of the District's Mission. The Senior Accounting and Financial Analyst serves as the most senior financial position and performs professional financial and accounting work of substantial complexity; prepares annual budget; oversees major financial projects; monitors rates and revenue structures; provides technical direction to department staff and provides Budget Star Points with the resources and support necessary to perform their functions. The Senior Accounting and Financial Analyst supports and works effectively in a team-based organization, carrying out technical, project management, and some administrative responsibilities.

This classification requires the ability to exercise a high degree of independent judgment and highly effective decision-making, communication, and interpersonal skills.

SUPERVISION EXERCISED AND RECEIVED

Receives general direction from the Business Services Workgroup Manager and General Manager. This position provides highly responsible administrative staff assistance to the Business Services Workgroup Manager/CFO and the General Manager; represents the District to outside groups and organizations and serves as District liaison on various inter-agency coordination projects; and performs related work as required. May in times of absence serve as the acting Business Services Workgroup Manager/CFO.

EXAMPLES OF DUTIES:

Technical Responsibilities

- Participates in the preparation and administration of the District's operating and capital improvement budgets; quantifies impact of budget on the District's financial performance; submits budget recommendations; and monitors expenditures.
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- Assists with, when needed, with the activities of purchasing including procurement, supply, inventory control, contract, purchasing and market analysis programs, and risk management.
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- Initiates changes to and leads the design, control, operation, and enhancement of computerized financial systems, including budget control, general ledger control, contracts, accounts payable, revenue, billing, bank investments, payroll, project construction accounting, and fixed assets.
- Coordinates the annual financial audit and completion of the Annual Comprehensive Financial Report (ACFR) with accounting staff and certified public accounting firm and ensure other regulatory annual reports are completed in a timely manner.
- Participates in Board Audit Committee activities, including auditor procurement and financial statement review and chartering.
- Acts as the finance liaison to all workgroups in recommending and administering accounting/administration policies and procedures; answer financial questions from the Board of Directors, District staff, public agencies, and others.

- Represents the District in meetings with governmental and regulatory agencies, private firms, the public, and others; participate and work with other public agencies and organizations on technical studies to achieve goals of mutual benefit and good.
- Conducts independent financial analyses of the District's financial condition and financial or rate impacts associated with various District initiatives and financing major capital infrastructure projects.
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- Analyzes and recommends changes in methods, procedures, systems, forms, and records; develop procedures to implement new financial system requirements.
- Maintains the accounting policies and procedures manual, reviewing and revising as necessary.
- Serves as primary backup to Accounting and Financial Analyst I and/or Accounting and Financial Analyst II and in the absence of the Business Services Workgroup Manager/CFO serves as authorized approver of various finance documents and other department functions as instructed.
- The Senior Accounting and Financial Analyst may perform the duties of the Workgroup Manager in their absence.
- Builds and maintains positive working relationships with co-workers, other District employees, and the public using principles of good customer service.
- Communicates effectively, both orally and in writing.
- Makes effective written, graphic, and oral presentation of complex and highly technical information.

Incumbents will perform any other duties that are appropriate for the scope and level of responsibility of this classification.

Interpersonal Abilities

- Ability to work effectively in a team-based organization focused on continuous improvement.
- Establish and maintain a positive customer service attitude and effective working relationships with customers, both internal and external.
- Demonstrate strong two-way communication skills, including the ability to listen, explain, and facilitate.

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Customer Service/Point Resource

- Can address customers and Budget Star Points' needs, identifying issues and concerns, exploring solutions, and implementing improvements.
- Seeks ways to continuously improve District processes.

EDUCATION AND EXPERIENCE:

A typical way of acquiring the knowledge, skills, and abilities to perform this work is a Bachelor's degree in accounting, finance or a closely related field; plus five (5) to seven (7) years professional, journey-level experience in financial analysis and accounting, which includes auditing, accounting procedures development, long-range financial forecasting, budget development, and debt management.

Knowledge, Skills & Abilities

The Senior Financial Analyst must have knowledge of:

- Generally accepted accounting principles and practices applicable to public agencies.
- Automated accounting systems and information.
- State and federal laws, rules, regulations, and procedures affecting public sector financial reporting.
- Rate-making principles, concepts, and issues.
- Forecasting and financial analysis methods and techniques.

Skill and Ability to:

- Manage projects and provide direction when appropriate.
- Develop and institute improvements to budgeting, cash flow analysis and long-term financial forecasting.
- Prepare accurate and thorough financial statements and schedules.
- Analyze, audit, and verify accounting records, reports, and documents.
- Make mathematical calculations with speed and accuracy.
- Prepare neat, clear, accurate, and concise reports and correspondence.
- Analyze financial system reports.
- Organize work, setting priorities, and exercising sound judgment.
- Understand and carry out oral and written instructions in English.
- Analyze problems and make sound recommendations.
- Drive solutions.
- Apply accounting principles and Governmental Accounting Standards Board (GASB) pronouncements.
- Learn and apply District policies and procedures.
- Read and interpret complex reports, orders, and legal forms.

- Analyze and verify statements and schedules; make effective presentations and oral reports.

Licenses, Certificates, or Credentials:

- May be occasionally required to drive a motor vehicle or otherwise travel off site. If operating a District vehicle, must be insurable by the District.

ADDITIONAL INFORMATION:

Must possess the physical characteristics to perform the critical and important duties of the job.

Disaster Service Worker

Employees of Union Sanitary District are, by State and Federal law, Disaster Service Workers. In the event of a declaration of emergency, any employee may be assigned activities that promote the protection of public health and safety or the preservation of lives and property, either at the District or within the local or their own community.

Approved by the Board of Directors: January 2017

Revised: May 2022

Position status: Unclassified, Exempt (Professional/Confidential)

**Directors**

Manny Fernandez
Tom Handley
Pat Kite
Anjali Lathi
Jennifer Toy

Officers

Paul R. Eldredge
*General Manager/
District Engineer*

Karen W. Murphy
Attorney

**MAY 23, 2022
BOARD OF DIRECTORS MEETING
AGENDA ITEM #11**

TITLE: Consider a Resolution to Accept A Sanitary Sewer Easement and Quitclaim Two Sanitary Sewer Easements for Tract 8205 – Niles Gateway Phase 1, Located at 37899 Niles Boulevard, in the City of Fremont (*This is a Motion Item*)

SUBMITTED: Paul R. Eldredge, General Manager/District Engineer
Raymond Chau, Technical Services Work Group Manager
Rollie Arbolante, Customer Service Team Coach
Rod Schurman, Associate Engineer

Recommendation

Staff recommends the Board consider a resolution to accept a sanitary sewer easement and quitclaim two sanitary sewer easements for Tract 8205 – Niles Gateway, Phase 1, located at 37899 Niles Boulevard, in the City of Fremont.

Discussion

The developer, Lennar Homes of California, LLC, is constructing a residential development consisting of seventy-five townhome units for Tract 8205, at 37899 Niles Boulevard, in the city of Fremont. A vicinity map is attached.

The approved development plans required the replacement of an existing 10-inch public sewer main within two existing ten-foot-wide sanitary sewer easements as part of Phase 1 of the project. The new 10-inch sewer main has been constructed and sewer flow has been rerouted through it. The existing 10-inch sewer main has been properly abandoned. Therefore, the existing easements are no longer needed and can be quitclaimed.

The roadways of the development do not meet the city of Fremont's street dimensions and structure setback requirements for public streets and were, therefore, designated as private.

Lennar Homes of California, LLC, has granted the District a sanitary sewer easement that provides for access and maintenance to the new 10-inch public sewer main.

A legal description and plat map have been prepared for the grant of easement. District staff has reviewed the documents and recommends approval.

Background

None.

Previous Board Action

None.

PRE/RC/RA/RS:mb

Attachments: Vicinity Map

Resolution Accepting a Grant of Easement & Quitclaim of 2 Easements
Grant of Easement Recording Request with Certificate of Acceptance
Grant of Easement for Sanitary Sewer Purposes with Exhibits A & B
Quitclaim Deed Recording Request
Quitclaim Deed with Exhibits A & B



Vicinity Map: Grant of SSE & Quitclaim of Two SSEs, Tract 8205 - Niles Gateway, Phase 1, 37899 Niles Blvd., Fremont



Legend

Sewer Structures

- Drop manhole
- End Cap
- Junction structure
- Lamp pole
- Lift station
- Manhole, Existing
- Manhole, New
- Riser

Sewer Mains

- Forcemain
- Gravity Main, New
- Gravity Main, Existing
- Abandoned Sewer Main
- Overflow Main
- Siphon
- Trunk Main
- Public Right of Way
- Private Right of Way
- Sewer Easement, New (SSE)
- SSE to be Quitclaimed

Parcels

- Parcel (typical)
- ACFC & WCD

230.8 0 115.4 230.8 Feet



Printed: 4/29/2024 11:07 AM

For USD use only

The information on this map is provided by Union Sanitary District (USD) for internal use only. Such information is derived from multiple sources which may not be current, be outside the control of USD, and may be of indeterminate accuracy. The information provided hereon may be inaccurate or out of date and any person or entity who relies on said information for any purpose whatsoever does so solely at their own risk.

Notes

RESOLUTION NO. _____

**ACCEPT A SANITARY SEWER EASEMENT AND QUITCLAIM TWO
EXISTING SANITARY SEWER EASEMENTS FOR TRACT 8205 – NILES
GATEWAY PHASE 1, LOCATED AT 37899 NILES BOULEVARD, IN THE CITY
OF FREMONT, CALIFORNIA**

RESOLVED by the Board of Directors of UNION SANITARY DISTRICT, as follows:

1. The Board hereby accepts the Grant of Easement from LENNAR HOMES OF CALIFORNIA, LLC, executed on April 28, 2022, as described in the Grant of Easement for Sanitary Sewer Purposes, and by the legal description and plat map, attached as Exhibit A and B, respectively.
2. The Board hereby quitclaims its interest in the two ten-foot wide sanitary sewer easements in APN 507-0170-001-03, in the city of Fremont, granted to the Niles Sanitary District, predecessor-in-interest to the Union Sanitary District, and as described in the Quitclaim Deed and by the legal descriptions, attached as Exhibit A and Exhibit B, respectively.

FURTHER RESOLVED by the Board of Directors of UNION SANITARY DISTRICT that it hereby authorizes the General Manager/District Engineer, or his designee, to attend to the recordation thereof.

On motion duly made and seconded, this resolution was adopted by the following vote on May 23, 2022:

AYES:

NOES:

ABSENT:

ABSTAIN:

ANJALI LATHI
President, Board of Directors
Union Sanitary District

Attest:

JENNIFER TOY
Secretary, Board of Directors
Union Sanitary District

RECORDING REQUESTED BY
AND WHEN RECORDED RETURN TO:
Union Sanitary District
Attn: Regina McEvoy
5072 Benson Road
Union City, CA 94587

Record Without Fee
*Pursuant to Government Code
Section 27383*

Space Above Reserved for Recorder's Use Only

Documentary Transfer Tax \$0.00, consideration less than \$100 (R&T Code 11911)
This instrument is exempt from recording fees (Govt. Code 27383)

GRANT OF EASEMENT

BY AND BETWEEN

LENNAR HOMES OF CALIFORNIA, LLC

AND

UNION SANITARY DISTRICT

Effective Date: May 23, 2022

CERTIFICATE OF ACCEPTANCE

(Grant of Easement)

This is to certify that the interest in real property conveyed by the Grant of Easement for Sanitary Sewer Purposes, dated April 28, 2022, from LENNAR HOMES OF CALIFORNIA, LLC, a California limited liability company, to UNION SANITARY DISTRICT, an independent special district ("**District**"), is hereby accepted by the undersigned officer or agent on behalf of the District pursuant to authority conferred by Resolution No. _____, dated May 23, 2022, and the District consents to recordation thereof by its duly authorized officer.

Date: _____, 2022

District

UNION SANITARY DISTRICT

Paul R. Eldredge, P.E.
General Manager/District Engineer

ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California)
) ss
County of Alameda)

On _____, 2022, before me, Regina Dyan McEvoy,
(Name of Notary)

notary public, personally appeared _____
 who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are
 subscribed to the within instrument and acknowledged to me that he/she/they executed the same
 in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument
 the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

(Notary Signature)

RECORDING REQUESTED BY AND
WHEN RECORDED RETURN TO:

Union Sanitary District
5072 Benson Road
Union City, CA 94587-2508
Attention: Board Clerk

(ABOVE LINE FOR RECORDER'S USE ONLY)

Exempt from Recording Fee
Per Gov't Code section 27383

GRANT OF SANITARY SEWER EASEMENT

This Grant of Sanitary Sewer Easement (the "**Agreement**") is made and entered into as of April 28, 2022 ("**Effective Date**"), by and between LENNAR HOMES OF CALIFORNIA, LLC, a limited liability company ("**Grantor**") and UNION SANITARY DISTRICT, a sanitary district organized under the laws of the State of California ("**Grantee**"). Grantor and Grantee may each be referred to as a "**Party**" or collectively as the "**Parties**."

RECITALS

A. Grantor is the fee owner of that certain real property located at 37899 Niles Boulevard in the City of Fremont, County of Alameda, State of California, identified as Parcel 1, recorded October 7, 2013, as Document Number 2013325571 of Alameda County Records, and more particularly described and depicted in Exhibit A attached hereto and incorporated herein by this reference ("**Grantor Property**").

B. Union Sanitary District ("**USD**") desires to obtain an easement over a portion of the Grantor Property for sanitary sewer pipe and related appurtenances in order to effectuate the development of Tract 8205 consisting of multifamily residential buildings on separate lots.

C. The Parties enter into this Agreement to provide USD with a recorded easement for a sanitary sewer pipe and any related appurtenances and for ingress to and egress from the easement area and over Grantor Property.

AGREEMENT

NOW, THEREFORE, for good and valuable consideration, receipt of which is hereby acknowledged, the Parties agree as follows:

1. Grant of Sanitary Sewer Easement. Grantor hereby grants and dedicates to Grantee a non-exclusive perpetual easement in, over, under, and upon that certain real property described and depicted in Exhibit B ("**Easement Area**"), together with the perpetual right of ingress to and egress from the Easement Area, for sanitary sewer purposes, including the rights to access, excavate, install, replace, repair, reconstruct, upgrade, and maintain sanitary sewer pipes and facilities located within the Easement Area.

2. Limitation on Improvements; Landscaping. Grantor covenants and agrees to keep the Easement Area free and clear of buildings, trees, or structures of any kind, except for low level landscaping, legal fences, and ground surfacing such as gravel, brick, unreinforced concrete, stone and asphalt.

3. Entire Agreement. This Agreement contains the entire understanding and agreement of the Parties relating to the rights herein granted and the obligations herein set forth. Any prior, contemporaneous, or subsequent written or oral representations and modifications concerning this Agreement shall be of no force or effect. This Agreement may be amended only by a written instrument signed by both Grantor and Grantee.

4. Counterparts. This Agreement may be executed in one or more counterparts, each of which shall, for all purposes, be deemed an original and all such counterparts, taken together, shall constitute one and the same instrument.

5. Recitals; Exhibits. The Recitals above and Exhibits attached hereto are incorporated herein by reference.

6. Covenants Running with the Land. Grantor Property is to be burdened by, and Grantee is to be benefited by, the provisions of this Agreement, and such property is to be benefited and burdened, as applicable by the covenants in this Agreement and is to be held, conveyed, hypothecated, encumbered, leased, rented, used, occupied, and improved subject to the foregoing limitations, restrictions, easements, covenants, obligations and conditions. All provisions of this Agreement shall run with the land and be binding upon and inure to the benefit of Grantor Property and all parties having or acquiring any right, title, or interest in Grantor Property and shall be binding upon and inure to the benefit of the Grantee and its successors and assigns.

IN WITNESS WHEREOF, the Parties have caused this Agreement to be duly executed as of the day and year first above written.

GRANTOR:

LENNAR HOMES OF CALIFORNIA, LLC

By: _____
Name: Chad K. Htz
Its: Vice President
(signature must be notarized)

GRANTEE:

UNION SANITARY DISTRICT

By: _____
Name: Paul R. Eldredge, P.E.
Its: General Manager/District Engineer
(signature must be notarized)

CALIFORNIA ACKNOWLEDGMENT

CIVIL CODE § 1189

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California

County of Contra Costa

On April 28, 2022 before me, Lauren Mary Morte Notary Public
Date Here Insert Name and Title of the Officer

personally appeared Chad Kiltz

Name(s) of Signer(s)

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.



I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature

Lauren Mary Morte

Signature of Notary Public

Place Notary Seal and/or Stamp Above

OPTIONAL

Completing this information can deter alteration of the document or fraudulent reattachment of this form to an unintended document.

Description of Attached Document

Title or Type of Document: _____

Document Date: _____ Number of Pages: _____

Signer(s) Other Than Named Above: _____

Capacity(ies) Claimed by Signer(s)

Signer's Name: _____

☐ Corporate Officer – Title(s): _____

☐ Partner – ☐ Limited ☐ General

☐ Individual ☐ Attorney in Fact

☐ Trustee ☐ Guardian or Conservator

☐ Other: _____

Signer is Representing: _____

Signer's Name: _____

☐ Corporate Officer – Title(s): _____

☐ Partner – ☐ Limited ☐ General

☐ Individual ☐ Attorney in Fact

☐ Trustee ☐ Guardian or Conservator

☐ Other: _____

Signer is Representing: _____

EXHIBIT A
LEGAL DESCRIPTION
SANITARY SEWER EASEMENT

REAL PROPERTY SITUATE IN THE CITY OF FREMONT, COUNTY OF ALAMEDA, STATE OF CALIFORNIA, DESCRIBED AS FOLLOWS:

BEING A PORTION OF PARCEL 1, AS SAID PARCEL IS DESCRIBED IN THAT CERTAIN GRANT DEED RECORDED OCTOBER 7, 2013, AS DOCUMENT NUMBER 2013325571 OF OFFICIAL RECORDS, IN THE OFFICE OF THE COUNTY RECORDER OF ALAMEDA COUNTY;

COMMENCING AT THE NORTHERNMOST CORNER OF SAID PARCEL 1, SAID POINT BEING ON THE SOUTHWESTERN RIGHT-OF-WAY LINE OF NILES BOULEVARD, ALSO KNOWN AS COUNTY ROAD 3100;

THENCE, FROM SAID POINT OF COMMENCEMENT, ALONG THE WESTERN LINE OF SAID PARCEL 1, SOUTH 36°42'53" EAST 0.53 FEET;

THENCE, LEAVING SAID WESTERN LINE, SOUTH 47°49'49" EAST 198.85 FEET TO A POINT ON THE NORTHEASTERN LINE OF SAID PARCEL 1 AND THE SOUTHWESTERN LINE OF NILES BOULEVARD;

THENCE, ALONG SAID NORTHEASTERN LINE SOUTH 42°42'00" EAST 31.88 FEET TO THE **POINT OF BEGINNING** FOR THIS DESCRIPTION;

THENCE, FROM SAID POINT OF BEGINNING, CONTINUING ALONG SAID NORTHEASTERN LINE, SOUTH 42°42'00" EAST 15.13 FEET;

THENCE, LEAVING SAID NORTHEASTERN LINE SOUTH 39°39'22" WEST 68.08 FEET;

THENCE, SOUTH 25°18'42" EAST 75.29 FEET;

THENCE, SOUTH 42°42'00" EAST 27.11 FEET;

THENCE, ALONG THE ARC OF A NON-TANGENT 274.00 FOOT RADIUS CURVE TO THE RIGHT, FROM WHICH THE CENTER OF SAID CURVE BEARS SOUTH 73°43'24" WEST, THROUGH A CENTRAL ANGLE OF 05°00'36", AN ARC DISTANCE OF 23.96 FEET;

THENCE, SOUTH 11°16'00" EAST 249.86 FEET;

THENCE, ALONG THE ARC OF A TANGENT 80.00 FOOT RADIUS CURVE TO THE LEFT, THROUGH A CENTRAL ANGLE OF 27°25'00", AN ARC DISTANCE OF 38.28 FEET;

THENCE, SOUTH 38°41'00" EAST 118.33 FEET;

THENCE, SOUTH 51°19'00" WEST 39.50 FEET;

THENCE, NORTH 38°41'00" WEST 75.69 FEET;

THENCE, SOUTH 51°19'00" WEST 11.22 FEET TO A POINT ON THE WESTERN LINE OF SAID PARCEL 1;

THENCE, ALONG SAID WESTERN LINE, SOUTH 77°25'00" WEST 19.83 FEET;

THENCE, LEAVING SAID WESTERN LINE, NORTH 13°16'25" WEST 43.31 FEET;

THENCE, NORTH 51°19'00" EAST 10.46 FEET;

THENCE, ALONG THE ARC OF A NON-TANGENT 119.50 FOOT RADIUS CURVE TO THE RIGHT, FROM WHICH THE CENTER OF SAID CURVE BEARS NORTH 51°43'48" EAST, THROUGH A CENTRAL ANGLE OF 23°10'22", AN ARC DISTANCE OF 48.33 FEET; THENCE ALONG A LINE NON-TANGENT TO SAID CURVE,

NORTH 30°42'04" EAST, A DISTANCE OF 5.35 FEET;

THENCE, ALONG THE ARC OF A TANGENT 4.50 FOOT RADIUS CURVE TO THE LEFT, THROUGH A CENTRAL ANGLE OF 41°58'04", AN ARC DISTANCE OF 3.30 FEET;

THENCE, NORTH 11°16'00" WEST 247.00 FEET;

THENCE, ALONG THE ARC OF A TANGENT 237.50 FOOT RADIUS CURVE TO THE LEFT, THROUGH A CENTRAL ANGLE OF 14°02'42", AN ARC DISTANCE OF 58.22 FEET;

THENCE, NORTH 25°18'42" WEST 63.01 FEET;

THENCE, NORTH 39°39'22" EAST 90.68 FEET TO SAID **POINT OF BEGINNING**.

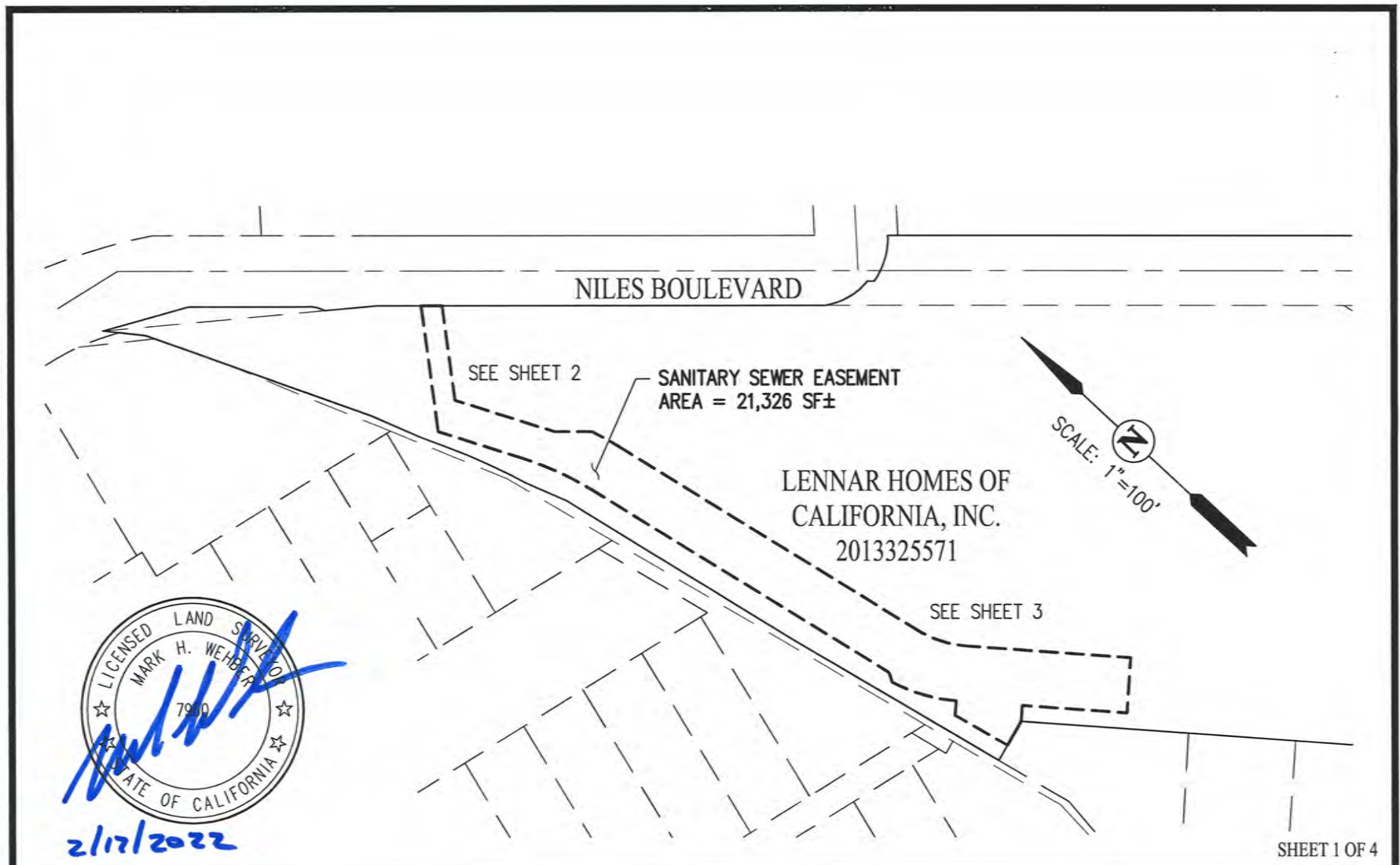
CONTAINING 21,326 SQUARE FEET OF LAND, MORE OR LESS.

ATTACHED HERETO IS A PLAT TO ACCOMPANY LEGAL DESCRIPTION, AND BY THIS REFERENCE MADE A PART HEREOF.



END OF DESCRIPTION

 2/17/2022
MARK H. WEHBER, P.L.S.
L.S. NO. 7960



PLAT TO ACCOMPANY LEGAL DESCRIPTION

EXHIBIT B

SANITARY SEWER EASEMENT

LANDS OF LENNAR HOMES OF CALIFORNIA, INC. (2013325571)

FREMONT, ALAMEDA COUNTY, CALIFORNIA

FEBRUARY 14, 2022

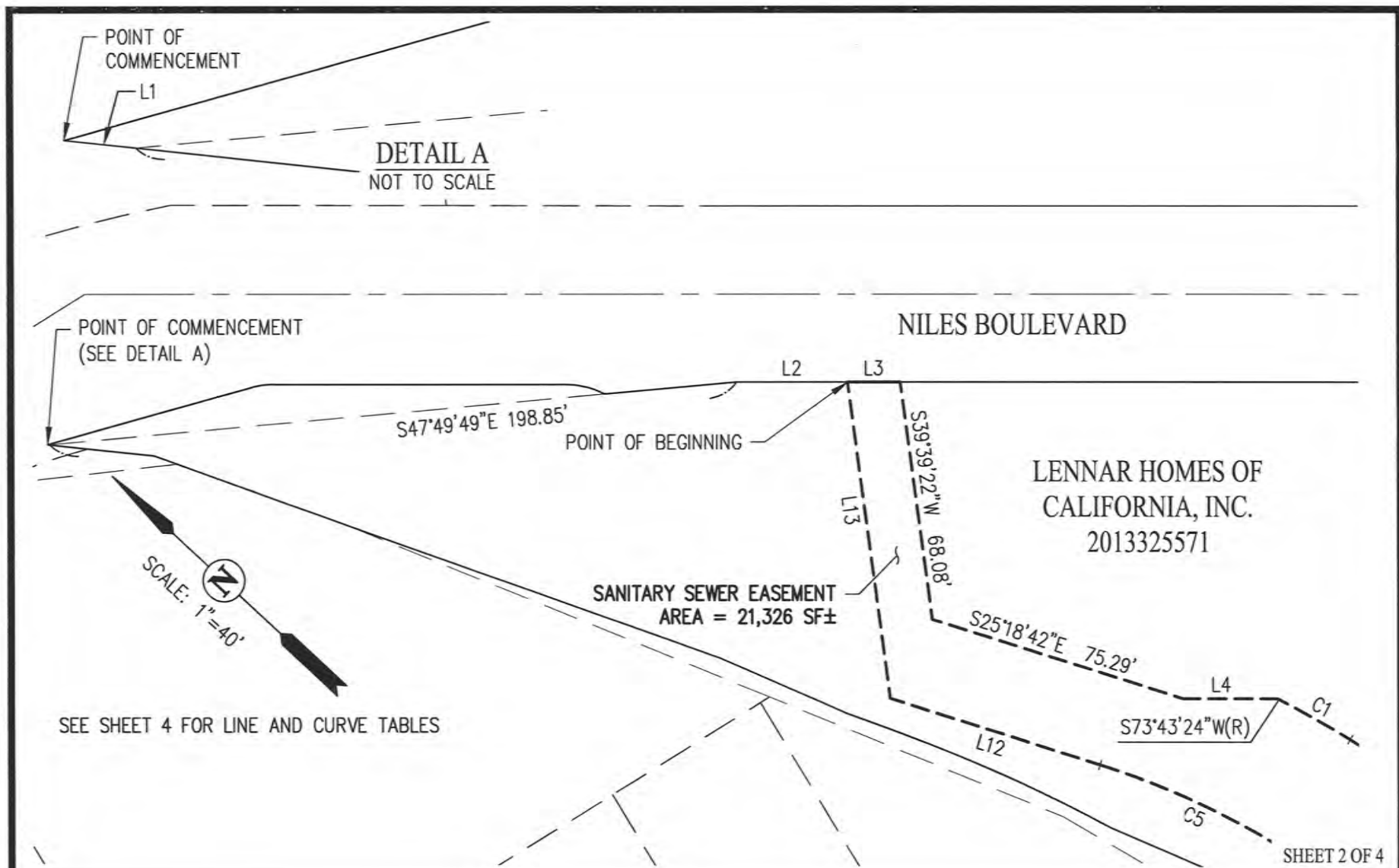


CIVIL ENGINEERS ■ SURVEYORS ■ PLANNERS

SAN RAMON (925) 866-0322

ROSEVILLE (916) 788-4456

WWW.CBANDG.COM



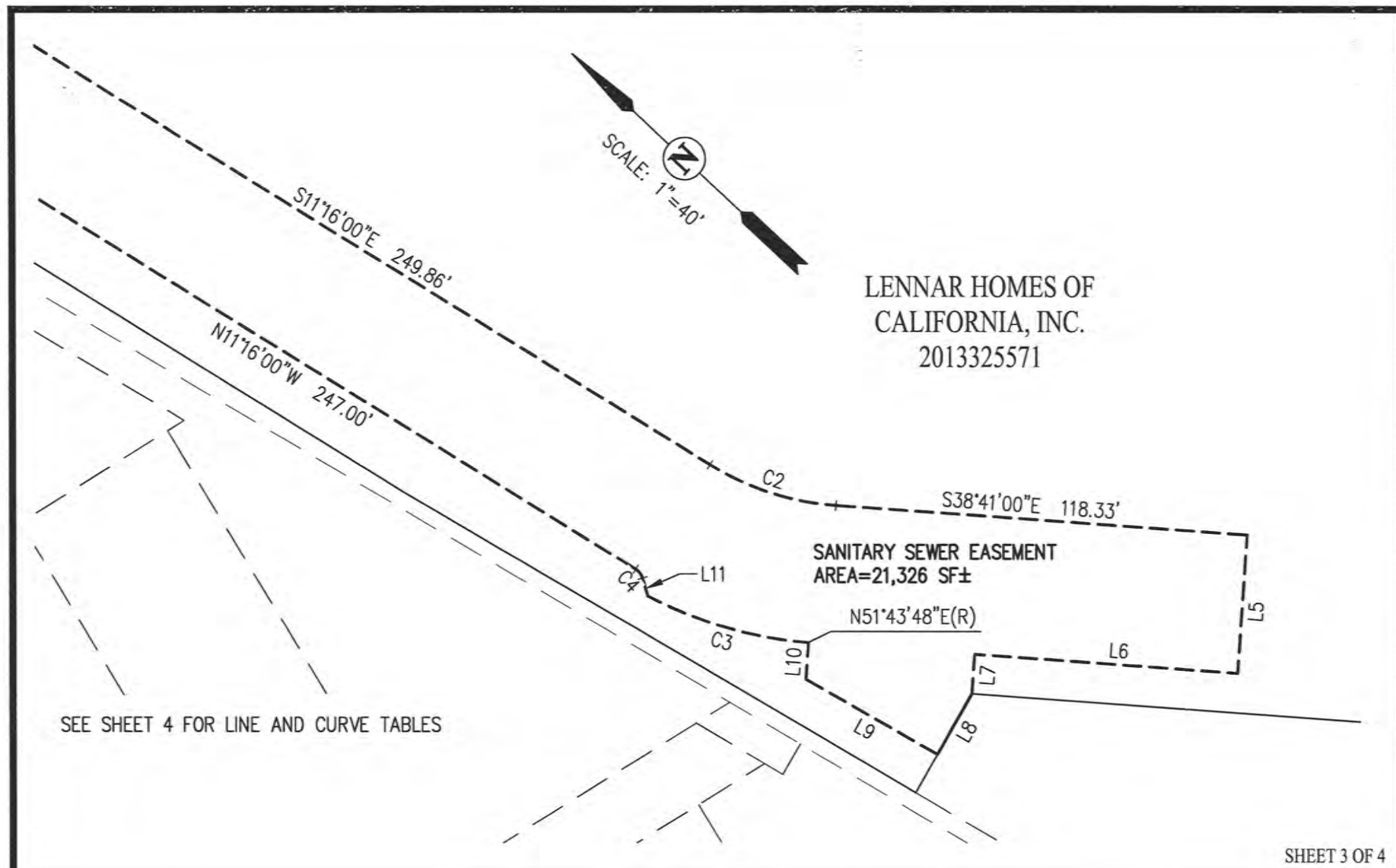
PLAT TO ACCOMPANY LEGAL DESCRIPTION

EXHIBIT B
SANITARY SEWER EASEMENT
LANDS OF LENNAR HOMES OF CALIFORNIA, INC. (2013325571)
FREMONT, ALAMEDA COUNTY, CALIFORNIA



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WWW.CBANDG.COM



PLAT TO ACCOMPANY LEGAL DESCRIPTION

EXHIBIT B
SANITARY SEWER EASEMENT
LANDS OF LENNAR HOMES OF CALIFORNIA, INC. (2013325571)
FREMONT, ALAMEDA COUNTY, CALIFORNIA



CIVIL ENGINEERS • SURVEYORS • PLANNERS

SAN RAMON (925) 866-0322
ROSEVILLE (916) 788-4456
WWW.CBANDG.COM

LINE TABLE		
NO	BEARING	LENGTH
L1	S36°42'53"E	0.53'
L2	S42°42'00"E	31.88'
L3	S42°42'00"E	15.13'
L4	S42°42'00"E	27.11'
L5	S51°19'00"W	39.50'
L6	N38°41'00"W	75.69'
L7	S51°19'00"W	11.22'
L8	S77°25'00"W	19.83'
L9	N13°16'25"W	43.31'
L10	N51°19'00"E	10.46'
L11	N30°42'04"E	5.35'
L12	N25°18'42"W	63.01'
L13	N39°39'22"E	90.68'

CURVE TABLE			
NO	RADIUS	DELTA	LENGTH
C1	274.00'	5°00'36"	23.96'
C2	80.00'	27°25'00"	38.28'
C3	119.50'	23°10'22"	48.33'
C4	4.50'	41°58'04"	3.30'
C5	237.50'	14°02'42"	58.22'

SHEET 4 OF 4

PLAT TO ACCOMPANY LEGAL DESCRIPTION

EXHIBIT B
 SANITARY SEWER EASEMENT
 LANDS OF LENNAR HOMES OF CALIFORNIA, INC. (2013325571)
 FREMONT, ALAMEDA COUNTY, CALIFORNIA



CIVIL ENGINEERS ■ SURVEYORS ■ PLANNERS

SAN RAMON (925) 866-0322
 ROSEVILLE (916) 788-4456
 WWW.CBANDG.COM

Recording requested by
and when recorded return to:

UNION SANITARY DISTRICT
Attn: Regina McEvoy
5072 Benson Road
Union City, CA 94587

Record Without Fee
*Pursuant to Government Code
Section 27383*

Space Above Reserved for Recorder's Use Only

Documentary Transfer Tax \$0.00, consideration less than \$100 (R&T Code 11911)
This instrument is exempt from recording fees (Govt. Code 27383)

APN: 507-0170-001-03

QUITCLAIM DEED – EASEMENT

FOR A VALUABLE CONSIDERATION, receipt of which is hereby acknowledged, UNION SANITARY DISTRICT, a public sanitary district, ("Grantor") does hereby REMISE, RELEASE AND QUITCLAIM to LENNAR HOMES OF CALIFORNIA, LLC., a California limited liability company, and its successors, any and all of Grantor's right, title and interest to the real property in the City of FREMONT, County of ALAMEDA, State of CALIFORNIA, described and assigned as follows:

1. One sanitary sewer easement, ten-feet in width, granted to the Niles Sanitary District, predecessor-in-interest to the Union Sanitary District, as described in that certain Sewer Right-of-Way, more particularly described in Exhibit A hereto.
2. One sanitary sewer easement, ten-feet in width, granted to the Niles Sanitary District, predecessor-in-interest to the Union Sanitary District, as described in that certain Sewer Right-of-Way, more particularly described in Exhibit B hereto.

Date: _____, 2022.

ANJALI LATHI
President, Board of Directors
Union Sanitary District

[notary acknowledgement required]

EXHIBIT A-1
FIRST STREET EASEMENT
(original)

MILRO SANITARY DISTRICT
SEWER RIGHT-OF-WAY OVER LAND OF
THE AMERICAN NATIONAL BANK OF SAN FRANCISCO
(a corporation)

A strip of land 10 feet in width, the center line of which
is described as follows:

BEGINNING at the point of intersection of the Southeasterly
line of County Road No. 3100 with a line parallel to and distant North-
westerly, measured at right angles, 5 feet from the line dividing the
land now or formerly belonging to The American National Bank of San
Francisco, a corporation, from the land now or formerly belonging to
the Victory Motor Company, a corporation; and running thence along said
parallel line Southwesterly 240 feet, more or less, to a point on the
Easterly line of the Right-of-Way of the Central Pacific Railroad.

EXHIBIT A-2
FIRST STREET EASEMENT
(retyped)

NILES SANITARY DISTRICT
SEWER RIGHT-OF-WAY OVER LAND OF
THE AMERICAN NATIONAL BANK OF SAN FRANCISCO
(a corporation)

A strip of land 10 feet in width, the center line of which is described as follows:

BEGINNING at the point of intersection of the Southeasterly line of County Road No. 3100 with a line parallel to and distant North-Westerly, measured at right angles, 5 feet from line dividing the Land now or formerly belonging to The American National Bank of San Francisco, a corporation, from the land now or formerly belonging to the Victory Motor Company, a corporation, and running thence along said parallel line Southwesterly 240 feet, more or less, to a point on the Easterly line of the Right-of-Way of the Central Pacific Railroad.

EXHIBIT B-1
THIRD STREET EASEMENT
(original)

NILES SANITARY DISTRICT
SITING OF A TRUNK LINE LAND
OF CENTRAL PACIFIC RAILROAD

A strip of land 10 feet in width, the center line of which is more particularly described as follows:

COMMENCING at a point on the northerly line of Third Street, Niles, as said street is shown on that certain map entitled "Third Street Tract, Niles, Washington TWP Alameda Co., California," filed in the office of the Recorder of Alameda County, November 6, 1907, said point being distant 5 feet westerly from the southeasterly corner of the land of C. Snyder, and running thence northerly in a direct line to the point of intersection of a line parallel to and distant 5 feet northwesterly at right angles from the line dividing the land of The American National Bank of San Francisco, a corporation, and the land of the Victory Motor Company with the easterly boundary of the right of way of the Central Pacific Railway.

EXCEPTING therefrom the land of C. Snyder.

NILES SANITARY DISTRICT
RIGHT-OF-WAY OVER LAND
OF CENTRAL PACIFIC RAILROAD

COMMENCING at a point on the northerly line of Third Street, Niles, as said street is shown on that certain map entitled "Third Street Tract, Niles, Washington TWP, Alameda Co., California," filed in the office of the Recorder of Alameda County, November 5, 1907, said point being distant 5 feet [?]terly from the southeasterly corner of the land of C. Snyder, and running thence Northerly in a direct line to the point of intersection of a line parallel to and distant 5 feet Northwesterly at right angles from the line dividing the land of The American National Bank of San Francisco, a corporation, and the land of the Victory Motor Company with the [?]asterly boundary of the right of way of the Central Pacific Railway.

131 of 271

**Directors**

Manny Fernandez
Tom Handley
Pat Kite
Anjali Lathi
Jennifer Toy

Officers

Paul R. Eldredge
*General Manager/
District Engineer*

Karen W. Murphy
Attorney

**MAY 23, 2022
BOARD OF DIRECTORS MEETING
AGENDA ITEM #12**

TITLE: Consider a Resolution to Accept A Sanitary Sewer Easement for Tract 8477 – Oliveira Farm Cottages, Located at 39392 Blacow Road, in the City of Fremont
(This is a Motion Item)

SUBMITTED: Paul R. Eldredge, General Manager/District Engineer
Raymond Chau, Technical Services Work Group Manager
Rollie Arbolante, Customer Service Team Coach
Rod Schurman, Associate Engineer

Recommendation

Staff recommends the Board consider a resolution to accept a sanitary sewer easement for Tract 8477 – Oliveira Farm Cottages, located at 39392 Blacow Road, in the City of Fremont.

Discussion

The developer, CASDEV 21, LLC, is constructing a residential development consisting of eight single-family homes for Tract 8477, at 39392 Blacow Road, in the city of Fremont. A vicinity map is attached.

The roadways of the development do not meet the city of Fremont's street dimensions and structure setback requirements for public streets and were, therefore, designated as private. CASDEV 21, LLC, has constructed the new sewer mains and has granted the District a sanitary sewer easement that provides for access and maintenance to the new public sewer main in the private roadway.

A legal description and plat map have been prepared for the grant of easement. District staff has reviewed the documents and recommends approval.

Background

None.

Previous Board Action

None.

PRE/RC/RA/RS:mb

Attachments: Vicinity Map

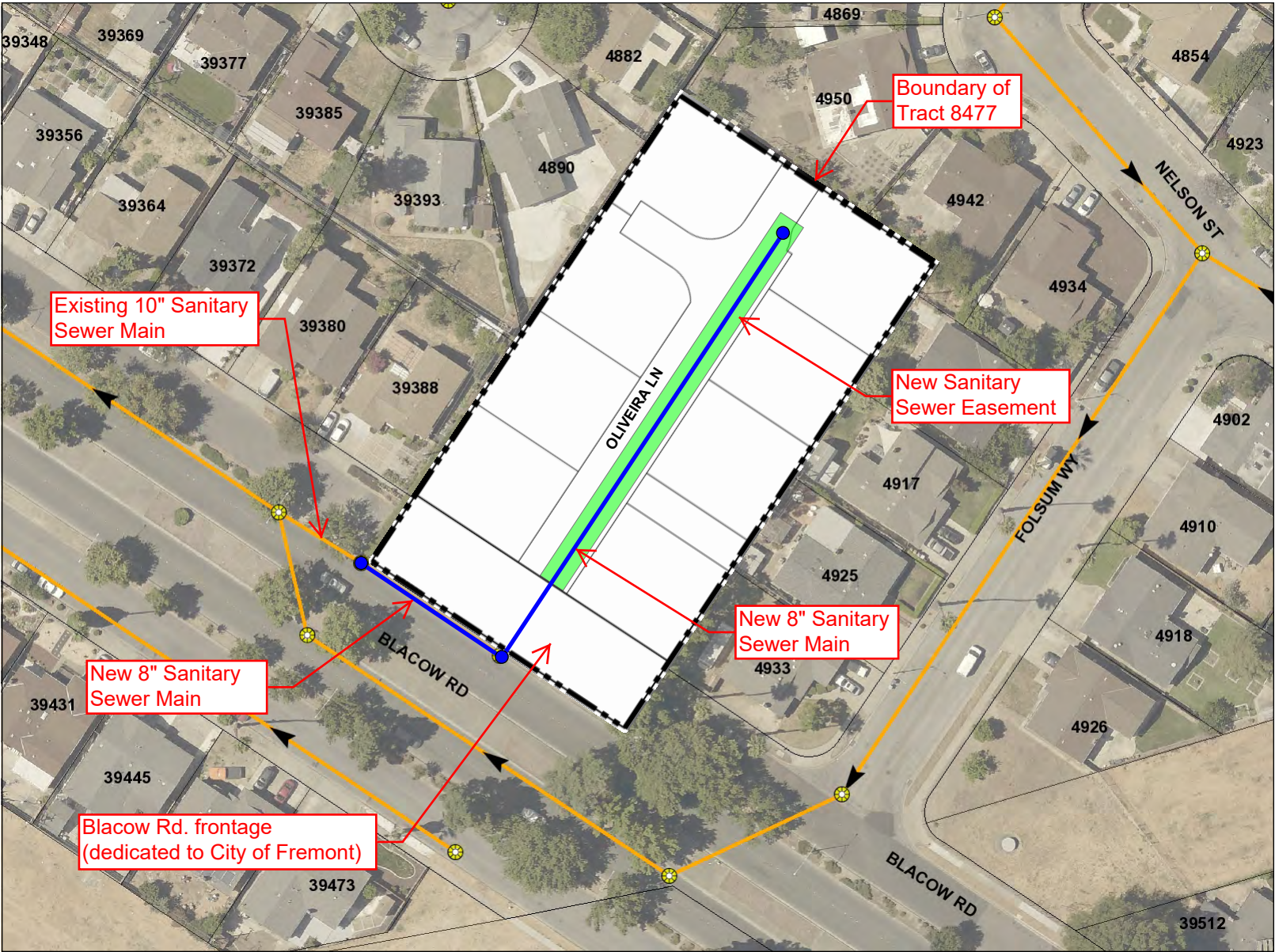
Resolution Accepting a Grant of Easement

Grant of Easement Recording Request with Certificate of Acceptance

Grant of Easement for Sanitary Sewer Purposes with Exhibits A & B



Vicinity Map: Grant of SSE, Tract 8477 - Oliveira Farm Cottages, 39392 Blacow Rd., Fremont



Legend

Sewer Structures

- Drop manhole
- End Cap
- Junction structure
- Lampole
- Lift station
- Manhole, Existing
- Manhole, New
- Riser

Sewer Mains

- EBDA outfall
- Forcemain
- Gravity Main, New
- Gravity Main, Existing
- Overflow Main
- Siphon
- Trunk Main

- Public Right of Way
- Private Right of Way

Sewer Easement, New

Parcels

- Parcel (typical)
- ACFC & WCD

83.3 0 41.67 83.3 Feet



1:1,000

Printed: 4/28/2022 1:02 PM



For USD use only

The information on this map is provided by Union Sanitary District (USD) for internal use only. Such information is derived from multiple sources which may not be current, be outside the control of USD, and may be of indeterminate accuracy. The information provided hereon may be inaccurate or out of date and any person or entity who relies on said information for any purpose whatsoever does so solely at their own risk.

Notes

RESOLUTION NO. _____

**ACCEPT A SANITARY SEWER EASEMENT FOR TRACT 8477 – OLIVEIRA
FARM COTTAGES, LOCATED AT 39392 BLACOW ROAD, IN THE CITY OF
FREMONT, CALIFORNIA**

RESOLVED by the Board of Directors of UNION SANITARY DISTRICT, that it hereby accepts the Grant of Easement from CASDEV 21, LLC, executed on October 5, 2021, as described in the Grant of Easement for Sanitary Sewer Purposes, and by the legal description and plat map, attached as Exhibit A and B, respectively.

FURTHER RESOLVED by the Board of Directors of UNION SANITARY DISTRICT that it hereby authorizes the General Manager/District Engineer, or his designee, to attend to the recordation thereof.

On motion duly made and seconded, this resolution was adopted by the following vote on May 23, 2022:

AYES:

NOES:

ABSENT:

ABSTAIN:

ANJALI LATHI
President, Board of Directors
Union Sanitary District

Attest:

JENNIFER TOY
Secretary, Board of Directors
Union Sanitary District

RECORDING REQUESTED BY
AND WHEN RECORDED RETURN TO:
Union Sanitary District
Attn: Regina McEvoy
5072 Benson Road
Union City, CA 94587

Record Without Fee
*Pursuant to Government Code
Section 27383*

Space Above Reserved for Recorder's Use Only

Documentary Transfer Tax \$0.00, consideration less than \$100 (R&T Code 11911)
This instrument is exempt from recording fees (Govt. Code 27383)

GRANT OF EASEMENT

BY AND BETWEEN

CASDEV 21, LLC

AND

UNION SANITARY DISTRICT

Effective Date: May 23, 2022

CERTIFICATE OF ACCEPTANCE

(Grant of Easement)

This is to certify that the interest in real property conveyed by the Grant of Easement for Sanitary Sewer Purposes, dated October 5, 2021, from CASDEV 21, LLC, a California limited liability company, to UNION SANITARY DISTRICT, an independent special district ("**District**"), is hereby accepted by the undersigned officer or agent on behalf of the District pursuant to authority conferred by Resolution No. _____, dated May 23, 2022, and the District consents to recordation thereof by its duly authorized officer.

Date: _____, 2022

District

UNION SANITARY DISTRICT

Paul R. Eldredge, P.E.
General Manager/District Engineer

ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California)
) ss
County of Alameda)

On _____, 2022, before me, Regina Dyan McEvoy,
(Name of Notary)

notary public, personally appeared _____
 who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are
 subscribed to the within instrument and acknowledged to me that he/she/they executed the same
 in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument
 the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

(Notary Signature)

RECORDING REQUESTED BY AND
WHEN RECORDED RETURN TO:

Union Sanitary District
5072 Benson Road
Union City, CA 94587-2508
Attention: Board Clerk

(ABOVE LINE FOR RECORDER'S USE ONLY)

Exempt from Recording Fee
Per Gov't Code section 27383

GRANT OF SANITARY SEWER EASEMENT

This Grant of Sanitary Sewer Easement (the "**Agreement**") is made and entered into as of October 5, 2021 ("**Effective Date**"), by and between CASDEV 21, LLC ("**Grantor**") and UNION SANITARY DISTRICT, a sanitary district organized under the laws of the State of California ("**Grantee**"). Grantor and Grantee may each be referred to as a "**Party**" or collectively as the "**Parties**."

RECITALS

A. Grantor is the fee owner of that certain real property located at 39392 Blacow Road in the City of Fremont, County of Alameda, State of California, identified as Alameda County Assessor Parcel Number 531 001212502 and more particularly described and depicted in Exhibit A attached hereto and incorporated herein by this reference ("**Grantor Property**").

B. Union Sanitary District ("**USD**") desires to obtain an easement over a portion of the Grantor Property for sanitary sewer pipe and related appurtenances in order to effectuate the development of addition to existing single-family residence.

C. The Parties enter into this Agreement to provide USD with a recorded easement for a sanitary sewer pipe and any related appurtenances and for ingress to and egress from the easement area and over Grantor Property.

AGREEMENT

NOW, THEREFORE, for good and valuable consideration, receipt of which is hereby acknowledged, the Parties agree as follows:

1. Grant of Sanitary Sewer Easement. Grantor hereby grants and dedicates to Grantee a non-exclusive perpetual easement in, over, under, and upon that certain real property described and depicted in Exhibit B ("**Easement Area**"), together with the perpetual right of ingress to and egress from the Easement Area, for sanitary sewer purposes, including the rights to access, excavate, install, replace, repair, reconstruct, upgrade, and maintain sanitary sewer pipes and facilities located within the Easement Area.

2. Limitation on Improvements; Landscaping. Grantor covenants and agrees to keep the Easement Area free and clear of buildings, trees, or structures of any kind, except for low level landscaping, legal fences, and ground surfacing such as gravel, brick, unreinforced concrete, stone and asphalt.

3. Entire Agreement. This Agreement contains the entire understanding and agreement of the Parties relating to the rights herein granted and the obligations herein set forth. Any prior, contemporaneous, or subsequent written or oral representations and modifications concerning this Agreement shall be of no force or effect. This Agreement may be amended only by a written instrument signed by both Grantor and Grantee.

4. Counterparts. This Agreement may be executed in one or more counterparts, each of which shall, for all purposes, be deemed an original and all such counterparts, taken together, shall constitute one and the same instrument.

5. Recitals; Exhibits. The Recitals above and Exhibits attached hereto are incorporated herein by reference.

6. Covenants Running with the Land. Grantor Property is to be burdened by, and Grantee is to be benefited by, the provisions of this Agreement, and such property is to be benefited and burdened, as applicable by the covenants in this Agreement and is to be held, conveyed, hypothecated, encumbered, leased, rented, used, occupied, and improved subject to the foregoing limitations, restrictions, easements, covenants, obligations and conditions. All provisions of this Agreement shall run with the land and be binding upon and inure to the benefit of Grantor Property and all parties having or acquiring any right, title, or interest in Grantor Property and shall be binding upon and inure to the benefit of the Grantee and its successors and assigns.

IN WITNESS WHEREOF, the Parties have caused this Agreement to be duly executed as of the day and year first above written.

GRANTOR:

CASDEV 21, LLC

By: St. Augustin Construction, Inc.

Its: Manager

By:

Thomas A. Baldacci

Its: President

(signature must be notarized)

GRANTEE:

UNION SANITARY DISTRICT

By:

Name: Paul R. Eldredge

Its: General Manager

(signature must be notarized)

CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT

CIVIL CODE § 1189

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California,

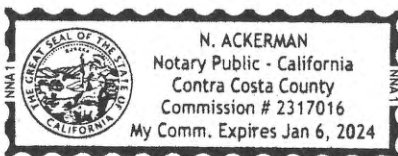
County of Contra Costa,

On October 5, 2021 before me, **N. ACKERMAN, NOTARY PUBLIC**, personally appeared
(Date)

THOMAS A. BALDACCI who proved to me on the basis of satisfactory evidence to be the person whose name is subscribed to the within instrument and acknowledged to me that he executed the same in his authorized capacity, and that by his signature on the instrument the person, or the entity upon behalf of which the person acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.



Signature *N. Ackerman*
Signature of Notary Public

Place Notary Seal Above

-----**OPTIONAL**-----

Though this section is optional, completing this information can deter alteration of the document or fraudulent reattachment of this form to an unintended document.

Description of Attached Document

Title of Type of Document: *Grant of Sanitary Sewer Easement*
Document Date: _____ Number of Pages: _____

EXHIBIT "A"

LEGAL DESCRIPTION

SANITARY SEWER EASEMENT

REAL PROPERTY SITUATED IN THE CITY OF FREMONT, COUNTY OF ALAMEDA, STATE OF CALIFORNIA, DESCRIBED AS FOLLOWS:

PORTIONS OF LOT 5 AND LOT B, AS SHOWN ON THE MAP OF TRACT 8477 - OLIVEIRA FARM COTTAGES, FILED DECEMBER 28, 2020, IN BOOK 365 OF MAPS, AT PAGE 20, IN THE OFFICE OF THE COUNTY RECORDER OF ALAMEDA COUNTY, FURTHER DESCRIBED AS FOLLOWS:


COMMENCING AT THE SOUTHWEST CORNER OF SAID LOT B AT THE NORTH RIGHT OF WAY LINE OF BLACOW ROAD; SAID POINT ALSO BEING THE SOUTHEAST CORNER OF LOT 1, THENCE ALONG SAID RIGHT OF WAY LINE SOUTH 57° 29' 45" EAST, 13.50 FEET TO THE **POINT OF BEGINNING**;

THENCE LEAVING SAID RIGHT OF WAY LINE NORTH 32° 45' 59" EAST, 239.19 FEET; THENCE SOUTH 57° 14' 01" EAST, 15.00 FEET; THENCE SOUTH 32° 45' 59" WEST, 239.12 FEET TO THE RIGHT OF WAY LINE OF BLACOW ROAD; THENCE ALONG SAID RIGHT OF WAY LINE NORTH 57° 29' 45" WEST, 15.00 FEET TO THE **POINT OF BEGINNING**.

THE LAND DESCRIBED HEREIN CONTAINS 3,587 SQUARE FEET, MORE OR LESS.



END OF DESCRIPTION


MERIDIAN ASSOCIATES, INC.
VIRGIL D. CHAVEZ
L.S. 6323

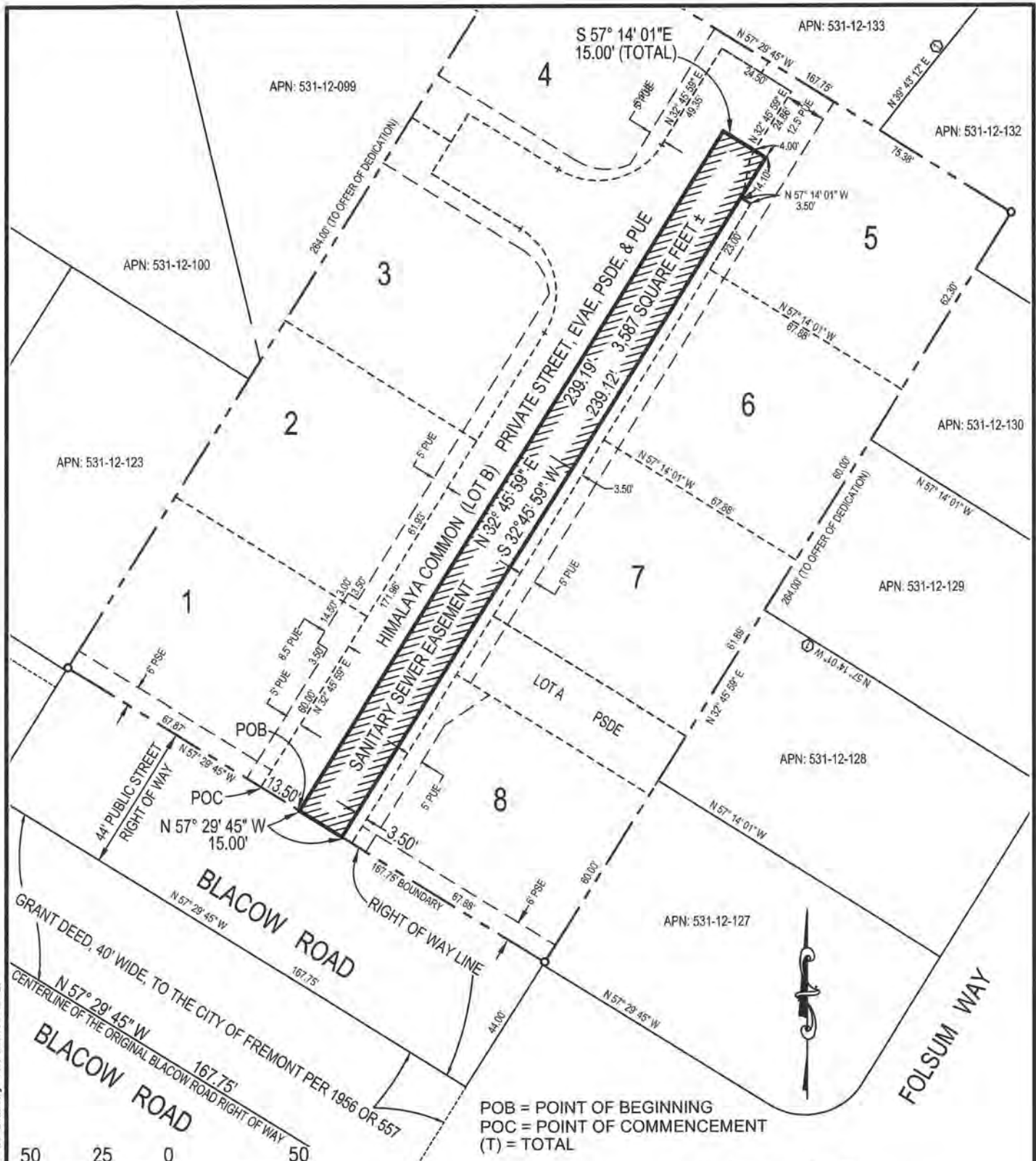


EXHIBIT "B"

PLAT TO ACCOMPANY LEGAL DESCRIPTION SANITARY SEWER EASEMENT

PORTIONS OF LOT 5 AND LOT B, AS SHOWN ON THE FINAL MAP OF
TRACT 8477 - OLIVEIRA FARM COTTAGES, FILED DECEMBER 28, 2020,
IN BOOK 365 OF MAPS, AT PAGE 20 IN THE OFFICE OF THE COUNTY
RECORDER OF ALAMEDA COUNTY, STATE OF CALIFORNIA

OCTOBER, 2021

SCALE: 1"=50'

PREPARED BY:



MERIDIAN
ASSOCIATES, INC.

CIVIL ENGINEERING • PLANNING • SURVEYING
1300A WILLOW PASS COURT PHONE: 925-691-7300
CONCORD, CA 94520 FAX: 925-691-7110



Directors
Manny Fernandez
Tom Handley
Pat Kite
Anjali Lathi
Jennifer Toy

Officers
Paul R. Eldredge
*General Manager/
District Engineer*

Karen W. Murphy
Attorney

**MAY 23, 2022
BOARD OF DIRECTORS MEETING
AGENDA ITEM #13**

TITLE: **Authorize the General Manager to Execute a Contract with Lubrication Engineers for the Oil Consolidation Project (*This is a Motion Item*)**

SUBMITTED: Paul R. Eldredge, General Manager/District Engineer
Robert Simonich, FMC Work Group Manager
Chris Pachmayer, Electrical & Technology Team Coach
Scott Martin, Mechanical Team Coach

Recommendation

Authorized the General Manager to execute a contract with Lubrication Engineers (LE) for the oil consolidation project in the amount of \$150,316.06.

Discussion

The oil consolidation project is to implement an engineered lubrication system which will reduce the number of oils and greases at the District. The oil consolidation project will result in reducing the number of oil types from 12 to 6 and reduce the number of grease types from 15 to 3. Reducing the number of oil and greases will result in lower storage costs, overall simplicity in application and streamlining ordering.

The District's purchasing policy requires Board of Director approval for contracts that total over \$100,000. To date the District has issued two contracts to Lubrication Engineers for the Oil consolidation project that total \$93,780.06. The third contract in the amount of \$56,536.06 will bring the total project cost to \$150,316.06. The table below provides a summary of each contract and how much each contract costs.

Contract 1	Labor to conduct oil and grease purge and fill (Work will take place for a continuous 2-week duration)	\$49,250.00
Contract 2	Oil and Grease bulk material	\$44,530.67
Contract 3	Ancillary equipment required to implement engineered lubrication system (equipment fittings and adapters, color coding materials, distribution and storage containers)	\$56,536.06
All Contracts	Total Project Cost	\$150,316.73

Background

In 2019, the District consulted with Lubrication Engineers (LE) to create an oil consolidation project. Due to the Covid 19 pandemic, the project was put on hold. As a result of lifting Covid-19 pandemic restrictions, FMC staff was able to restart the project in February of 2022.

Previous Board Action

No previous Board Action was taken for this subject.

**Directors**

Manny Fernandez
Tom Handley
Pat Kite
Anjali Lathi
Jennifer Toy

Officers

Paul R. Eldredge
*General Manager/
District Engineer*

Karen W. Murphy
Attorney

MAY 23, 2022
BOARD OF DIRECTORS MEETING
AGENDA ITEM #14

TITLE: Consider Adoption of a Resolution Authorizing the Use of Teleconference Meetings in Compliance with AB 361 (*This is a Motion Item*)

SUBMITTED: Paul R. Eldredge, General Manager/District Engineer
Karen W. Murphy, General Counsel
Regina McEvoy, Executive Assistant to the General Manager/Board Clerk

Recommendation

Adopt the attached resolution authorizing the use of teleconference meetings in compliance with AB 361.

Discussion

AB 361 requires public agencies to make findings by majority vote within 30 days of the first teleconferenced meeting under AB 361 and every 30 days thereafter that a state of emergency still exists and continues to directly impact the ability of the members to meet safely in person, or that officials continue to impose or recommend measures to promote social distancing. As directed by the Board on September 27, 2021, the District is continuing to hold teleconferenced meetings as allowed under AB 361 due to the ongoing public health threat of COVID-19. The Board adopted resolutions at every Board meeting starting on October 25, 2021, authorizing the use of teleconference meetings. At the Board meeting of March 28, 2022, the Board directed staff to continue scheduling teleconference meeting for committees and to phase-in in-person meetings for the Board for the months of April and May and revisit in-person meetings at the first Board meeting in June. During the phase-in, meetings have continued to be held via teleconference although Board members can attend in-person. The attached resolution includes and reaffirms the findings required by AB 361 to allow the District to continue to hold teleconferenced meetings.

Background

AB 361 was signed into law by the Governor on September 16, 2021, and amends the Brown Act to allow local legislative bodies to continue using teleconferencing and virtual meeting technology as long as there is a “proclaimed state of emergency” by the Governor. This allowance also depends on state or local officials imposing or recommending measures that promote social distancing or a legislative body finding that meeting in person would present an imminent safety risk to attendees. Though adopted in the context of the pandemic, AB 361 will allow for virtual meetings during other proclaimed emergencies, such as earthquakes or wildfires, where physical attendance may present a risk.

AB 361 prohibits councils and boards from limiting public comments to those submitted in advance of the meeting and specifies that the legislative body “must provide an opportunity for the public to ... offer comment in real time.” (Government Code 54953(e)(2)(E). Additionally, the body must allow a reasonable time for public comment during the comment periods. The District allows for email comments to be submitted throughout Board meeting and the Board Clerk checks for emails continuously, including during the public comment portion for each agenda item.

The agenda must include information on the manner in which the public may access the meeting and provide comments remotely. AB 361 provides that if technical problems arise that result in the public’s access being disrupted, the legislative body may not take any vote or other official action until the technical disruption is corrected and public access is restored.

In addition, as noted in the Discussion section above, AB 361 requires public agencies to make findings by majority vote within 30 days of the first teleconferenced meeting under AB 361 and every 30 days thereafter that a state of emergency still exists and continues to directly impact the ability of the members to meet safely in person, or that officials continue to impose or recommend measures to promote social distancing. AB 361 will sunset on January 1, 2024.

Previous Board Action

5/9/22 Board Meeting – The Board adopted Resolution No. 2965, authorizing the use of teleconference meetings in compliance with AB 361.

4/25/22 Board Meeting – The Board adopted Resolution No. 2964, authorizing the use of teleconference meetings in compliance with AB 361.

4/11/22 Board Meeting – The Board adopted Resolution No. 2962, authorizing the use of teleconference meetings in compliance with AB 361.

3/28/22 Board Meeting – The Board adopted Resolution No. 2960, authorizing the use of teleconference meetings in compliance with AB 361 and directed staff to continue scheduling teleconference meetings for committees and to phase in in-person Board meetings.

3/14/22 Board Meeting – The Board adopted Resolution No. 2958, authorizing the use of teleconference meetings in compliance with AB 361.

2/28/22 Board Meeting – The Board adopted Resolution No. 2957, authorizing the use of teleconference meetings in compliance with AB 361.

2/14/22 Board Meeting – The Board adopted Resolution No. 2954, authorizing the use of teleconference meetings in compliance with AB 361.

1/24/22 Board Meeting – The Board adopted Resolution No. 2953, authorizing the use of teleconference meetings in compliance with AB 361.

1/10/22 Board Meeting – The Board adopted Resolution No. 2948, authorizing the use of teleconference meetings in compliance with AB 361.

12/13/21 Board Meeting – The Board adopted Resolution No. 2945, authorizing the use of teleconference meetings in compliance with AB 361.

11/15/21 Special Board Meeting – The Board adopted Resolution No. 2942, authorizing the use of teleconference meetings in compliance with AB 361.

11/8/21 Board Meeting – The Board adopted Resolution No. 2941, authorizing the use of teleconference meetings in compliance with AB 361.

10/25/21 Board Meeting – The Board adopted Resolution No. 2937, authorizing the use of teleconference meetings in compliance with AB 361.

9/27/21 Board Meeting – The Board directed staff to continue with teleconferenced meetings under AB 361.

RESOLUTION NO. ____

**A RESOLUTION OF THE BOARD OF DIRECTORS AUTHORIZING THE
USE OF TELECONFERENCE MEETINGS IN COMPLIANCE WITH AB 361**

WHEREAS, the Union Sanitary District is committed to preserving and nurturing public access and participation in meetings of the Board of Directors; and

WHEREAS, all meetings of Union Sanitary District's legislative bodies are open and public, as required by the Ralph M. Brown Act (Cal. Gov. Code 54950 – 54963); and

WHEREAS, the Brown Act, Government Code section 54953(e), makes provisions for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions; and

WHEREAS, Government Code 54953(e) permits teleconferencing in the event that a state of emergency is declared by the Governor pursuant to Government Code section 8625, and that either state or local officials have imposed or recommended measures to promote social distancing, or that the legislative body finds that meeting in person would present imminent risks to the health and safety of attendees; and

WHEREAS, such conditions now exist in the District; and

WHEREAS, on March 4, 2020, Governor Newsom issued a Proclamation of a State of Emergency in response to the rapid spread of the highly contagious disease known as COVID-19; and

WHEREAS, on August 3, 2021, the Health Officer of the County of Alameda adopted Order No. 21-03 stating that the Delta variant has been circulating in the County, is highly transmissible in indoor settings and requires multi-component prevention strategies to prevent spread, and that hospitalizations are increasing; and

WHEREAS, despite ongoing efforts to promote masking and vaccinations, COVID-19 continues to threaten the health and lives of the public, especially with the existence of the Delta variant, which is highly transmissible in indoor settings, the Omicron variant, which is even more transmissible than the Delta variant, and a new Omicron sub-variant; and

WHEREAS, the increased risk of contracting COVID-19 associated with being indoors with others has caused, and will continue to cause, conditions of peril to the safety of persons within the District that are likely to be beyond the control of services, personnel, equipment, and facilities of the District; and

WHEREAS, on October 25, 2021, the Board adopted Resolution No. 2937, authorizing the use of teleconference meetings in compliance with AB 361; and

WHEREAS, on November 8, 2021, the Board adopted Resolution No. 2941, authorizing the use of teleconference meetings in compliance with AB 361; and

WHEREAS, on November 15, 2021, the Board adopted Resolution No. 2942, authorizing the use of teleconference meetings in compliance with AB 361; and

WHEREAS, on December 13, 2021, the Board adopted Resolution No. 2945, authorizing the use of teleconference meetings in compliance with AB 361; and

WHEREAS, on January 10, 2022, the Board adopted Resolution No. 2948, authorizing the use of teleconference meetings in compliance with AB 361; and

WHEREAS, on January 24, 2022, the Board adopted Resolution No. 2953, authorizing the use of teleconference meetings in compliance with AB 361; and

WHEREAS, on February 14, 2022, the Board adopted Resolution No. 2954, authorizing the use of teleconference meetings in compliance with AB 361; and

WHEREAS, on February 28, 2022, the Board adopted Resolution No. 2957, authorizing the use of teleconference meetings in compliance with AB 361; and

WHEREAS, on March 14, 2022, the Board adopted Resolution No. 2958, authorizing the use of teleconference meetings in compliance with AB 361; and

WHEREAS, on March 28, 2022, the Board adopted Resolution No. 2960, authorizing the use of teleconference meetings in compliance with AB 361; and

WHEREAS, on April 11, 2022, the Board adopted Resolution No. 2962, authorizing the use of teleconference meetings in compliance with AB 361; and

WHEREAS, on April 25, 2022, the Board adopted Resolution No. 2964, authorizing the use of teleconference meetings in compliance with AB 361; and

WHEREAS, on May 9, 2022, the Board adopted Resolution No. 2965, authorizing the use of teleconference meetings in compliance with AB 361; and

WHEREAS, the Board now desires to reaffirm and make the findings required to continue holding teleconference meetings in compliance with AB 361 due to the continuing public health threat of COVID-19.

NOW, THEREFORE, BE IT RESOLVED, BY THE UNION SANITARY DISTRICT BOARD OF DIRECTORS, AS FOLLOWS:

1. The above recitals are true and correct and are material to this Resolution and are incorporated into this Resolution as findings of the District Board.

2. The Union Sanitary District Board finds and declares that the circumstances set forth in Government Code section 54953(e)(1), exist because the State of Emergency continues to exist and meeting in person would present imminent risks to the health and safety of attendees.

3. Pursuant to the requirements of Government Code Section 54953(e)(3), the District Board makes the following findings:

- (a) The District Board has considered the circumstances of the continuing state of emergency;
- (b) The state of emergency continues to directly impact the ability of the members and the public to meet safely in person;
- (c) Due to COVID-19, holding meetings in person will present imminent risks to the health and safety to attendees; and
- (d) The District Board will continue to meet by teleconference in accordance with Government Code section 54953(e).

4. The aforementioned findings apply to all committees and subcommittees of the District which are classified as legislative bodies pursuant to Government Code Section 54952.

5. The District Board will reconsider every 30 days, the circumstances of the emergency and review whether it continues to directly impact the ability of the members to meet safely in person.

6. If any section, subsection, subdivision, sentence, clause, phrase, or portion of this Resolution is, for any reason, held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Resolution. The Board hereby declares that it would have adopted this Resolution and each and every section, subsection, subdivision, sentence, clause, phrase, or portion thereof, irrespective of the fact that any one or more sections, subsections, subdivisions, sentences, clauses, phrases, or portions thereof be declared unconstitutional.

7. This Resolution shall take effect immediately upon its adoption.

PASSED, APPROVED, AND ADOPTED at a regular meeting of the Board of Directors on this 23rd day of May, 2022.

AYES:

NOES:

ABSENT:

Jennifer Toy, Secretary

Anjali Lathi, President



Directors
Manny Fernandez
Tom Handley
Pat Kite
Anjali Lathi
Jennifer Toy

Officers
Paul R. Eldredge
*General Manager/
District Engineer*

Karen W. Murphy
Attorney

**MAY 23, 2022
BOARD OF DIRECTORS MEETING
AGENDA ITEM # 15**

TITLE: Proposed Operating and CIP Budget for Fiscal Year 2023 (This is a Direction Item)

SUBMITTED: Paul R. Eldredge, General Manager/District Engineer
Mark Carlson, CFO, Business Services Workgroup Manager

Recommendation

Review the Proposed Operating and CIP Budget for FY 2023, and direct staff to present the final version at the June 27th Board meeting.

Discussion

Attached for your review is the Proposed Operating and CIP Budget for FY 2023. This budget reflects the Board's input and information presented at the Budget Workshop on May 10, 2022. The budget numbers included in the attached full budget document are the same as those presented in the workshop, with no adjustments.

Background

This item is brought before the Board on an annual basis. The Board met in a workshop on May 10, 2022 to hear a presentation by staff on the proposed FY 2023 budget.

Previous Board Action

None

Attachment:

Proposed Operating and CIP Budget FY 2023



Union Sanitary District

Union City, California

Draft Operating and CIP Budget
FY 2023



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INTRODUCTION



Gas Lance Mixing Header – Digester 7

Cover Picture: Emergency Outfall Structure at the Old Alameda Creek

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Board of Directors



Tom Handley



Pat Kite



Anjali Lathi



Manny Fernandez



Jennifer Toy



Directors
Manny Fernandez
Tom Handley
Pat Kite
Anjali Lathi
Jennifer Toy

Officers
Paul R. Eldredge
*General Manager/
District Engineer*

Karen W. Murphy
Attorney

MEMO TO: Board of Directors - Union Sanitary District

FROM: Paul R. Eldredge, General Manager/District Engineer

SUBJECT: Fiscal Year 2022/2023 Proposed Operating and CIP Budget

Union Sanitary District (USD) staff is pleased to present the proposed annual budget for Fiscal Year (FY) 2023 to the Board of Directors. This budget, covering the period from July 1, 2022 through June 30, 2023, was developed based on direction provided by the Board of Directors.

District Highlights

The District continues to focus on the operation and maintenance of its infrastructure and assets, capital project construction, planning, and effective use of technology. The District reports the following notable items that will be part of the budget for FY 2023:

Enhanced Treatment & Site Upgrade Project – The District is embarking on \$490 million worth of improvements constructed as a part of the ETSU Phase 1 Group of Projects as part of an overall Program to support the next 20 to 40 years of operation. The key drivers for ETSU Phase 1 projects include addressing aging infrastructure, improving water quality in the San Francisco Bay through nutrient removal upgrades, and hardening of infrastructure to support resiliency efforts to manage wet weather events and continuing to provide USD’s critical services without interruption. The first group of projects is underway. These include improvements to the aeration basins and relocation of operations, maintenance, and administrative facilities. Design of Phases 1B and 1C are ongoing. It is currently anticipated that construction will continue through 2028 for the various phases.

Project Financing – As part of the ETSU Phase I project mentioned above, the District was able to secure \$249 million in low cost EPA Water Infrastructure Finance and Innovation Act (WIFIA) financing in December of 2021. These funds will account for 49% of the total project costs. In addition to the WIFIA financing, the District issued the 2021A bonds for \$110 million in October of

2021. The District is currently waiting to hear if it will be successful in its application to the State for SRF financing to cover the balance of the ETSU Phase I project.

Stewardship and Service - The District continued its record of outstanding stewardship and service. Once again, USD received the Platinum Award from the National Association of Clean Water Agencies for Peak Performance for operating without exceeding the limits or conditions of the District's permit. This is a tribute to the outstanding work by District Operations and Maintenance teams. The District continues to average less than one spill per hundred miles of pipeline per year, ranking the District among the best in the State, while doing so in a very cost-effective manner.

Financial State of the District

The District continues to exercise fiscal prudence when considering how to best manage increasing expenses with the least impact possible on the rate payers. A complex financial model is utilized to run a multitude of "what if" scenarios. Scenario-based modeling allows the District to analyze different financing plan scenarios to assist the District in making sound financial decisions on future operating and infrastructure needs and the long-term sustainability of prospective policies and programs. It is because of this cautionary approach that the District has continued to keep its rates as low as possible and remain financially stable.

Revenue - Sewer Service Charges (SSC) are expected to increase by \$2.25 million in FY 2023 to \$77.0 million. FY 2022, SSC revenues included \$4.1 million of deferred revenue from FY 2021. Capacity fees are expected to increase by \$2.5 million or 50.9% over FY 2022.

Expenditures - Total District expenditures for the coming fiscal year are projected to increase by \$46.9 million or 41.9%. Operating expenses are anticipated to increase by \$3.2 million or 6.7%. Within the operating category, Salaries and Benefits are expected to increase \$1.7 million or 5.1%. Increases are primarily due to negotiated increases to salaries and the addition of a Limited Duration Planner Scheduler in the Facilities and Maintenance Department to assist with the impacts of the ETSU project on plant operations. Continued increases in pension and health insurance rates are also factors.

For FY 2023 the District is seeing increases in chemicals, insurance costs, utilities, contractor services, software maintenance and District wide parts and materials. The District continues to find ways to reduce costs through planning and wise stewardship.

The Capital Improvement Program is budgeted to increase \$47.2 million or 109.4% over FY 2022. This is the third year of higher capital costs as the District enters into a ten year \$847 million capital program. Capital project spending will continue to focus on rehabilitation and replacement of key elements of the wastewater treatment plant, transport and collections system.

In keeping with the District's continued efforts toward prudent fiscal planning, the creation of a 115 Pension Trust was adopted by the Board in FY 2022 with a budgeted contribution of \$3 million. The proposed budget for FY 2023 plans for an additional \$3 million contribution in FY 2023. It is currently

estimated that this long term fiscal planning tool will save the District over \$30 million in interest costs over the next 25 years.

Special Projects Fund expenditures will decrease by \$792,000 from FY 2022. Some of the more significant special projects are the continued set aside of \$1.5 million for property acquisitions as opportunities become available, \$350,000 for a Digester Efficiency Evaluation, and \$205,000 for an Energy Resilience Study.

Balanced Budget, Reserves and Rates

USD has long operated with a balanced budget and FY 2023 is no exception. District reserves continue to be stable. Although funds will be taken from both the Sewer Service Fund and Capacity Fund reserves in FY 2023, these are planned capital activities and are part of the long term capital investment strategy of the District.

Conclusion

Given the past fiscal stewardship practiced by the District's Board and staff, the District is well poised to take on the proposed 20 year capital plan that will continue to make Union Sanitary District a leader in wastewater management.

I would like to express my appreciation to all the employees of the District whose hard work is not taken for granted and whose dedication is reflected in the daily delivery of services to the District's customers. The District is firmly committed to meeting every challenge brought forth through innovative and creative problem-solving and embracing continual improvement in all that it does.

Respectfully Submitted,

Paul R. Eldredge, P.E.
General Manager, District Engineer
Union Sanitary District

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FINANCIAL SECTION



Emergency Outfall Structure at the Old Alameda Creek

Budget Summary – All Funds

ALL FUNDS SUMMARY							
	Actual * FY 19/20	Actual * FY 20/21	Budget FY 21/22	Projected FY 21/22	Proposed Budget FY 22/23	Variance to 21/22 Budget	% Change
Revenues							
Sewer Service Charge	\$ 60,216,148	\$ 62,142,806	\$ 74,716,000	\$ 74,110,922	\$ 76,965,000	\$ 2,249,000	3.0%
Capacity Fees	14,179,464	9,358,209	4,949,820	7,213,586	7,467,000	2,517,180	50.9%
Work Group Revenues	1,285,438	1,315,019	1,260,900	1,227,700	1,234,500	(26,400)	-2.1%
Interest	3,115,507	1,263,164	1,512,000	1,185,000	1,531,000	19,000	1.3%
Other Revenues	174,673	17,720	50,000	1,608,406	-	(50,000)	-100.0%
Net Loan Proceeds	37,000,000	-	110,000,000	110,000,000	-	(110,000,000)	-100.0%
Total Revenues	115,971,230	74,096,918	192,488,720	195,345,614	87,197,500	(105,291,220)	-54.7%
Expenditures by Type							
Operating	41,518,799	42,762,626	47,020,403	46,114,594	50,188,730	3,168,327	6.7%
Internal Service	2,091,781	2,010,132	5,886,401	5,694,238	6,178,500	292,099	5.0%
Debt Service	3,584,921	4,387,915	12,019,092	6,876,136	9,017,480	(3,001,612)	-25.0%
Special Projects	1,288,761	714,462	3,960,104	2,207,081	3,168,000	(792,104)	-20.0%
Capital Projects	12,695,833	33,118,927	43,189,200	32,776,347	90,430,200	47,241,000	109.4%
Total Expenditures	61,180,095	82,994,062	112,075,200	93,668,396	158,982,910	46,907,710	41.9%
Revenues Over (under) Expenditures	\$ 54,791,135	\$ (8,897,144)	\$ 80,413,520	\$ 101,677,218	\$ (71,785,410)	\$(152,198,930)	-189.3%
EXPENDITURES BY OPERATING GROUP							
Board of Directors	\$ 141,278	\$ 141,163	\$ 187,043	\$ 171,793	\$ 189,942	\$ 2,899	1.5%
General Manager	919,583	991,836	1,194,988	1,352,101	1,363,941	\$ 168,953	14.1%
Business Services***	9,910,103	10,163,040	21,905,486	16,697,003	19,095,222	\$ (2,810,264)	-12.8%
Collection Services	7,233,990	7,643,479	7,835,953	8,013,733	8,515,663	\$ 679,710	8.7%
Technical Services	6,577,565	6,771,336	7,208,954	7,206,590	7,361,274	\$ 152,320	2.1%
Treatment & Disposal Services	13,020,113	13,937,436	15,921,122	15,263,508	17,523,372	\$ 1,602,250	10.1%
Fabrication, Maint & Construction	9,392,869	9,512,383	10,672,350	9,980,240	11,335,296	\$ 662,946	6.2%
Capital Projects **	12,695,833	33,118,927	43,189,200	32,776,347	90,430,200	\$ 47,241,000	109.4%
Special Projects **	1,288,761	714,462	3,960,104	2,207,081	3,168,000	\$ (792,104)	-20.0%
Total by Operating Group	\$ 61,180,095	\$ 82,994,062	\$ 112,075,200	\$ 93,668,396	\$ 158,982,910	\$ 46,907,710	41.9%

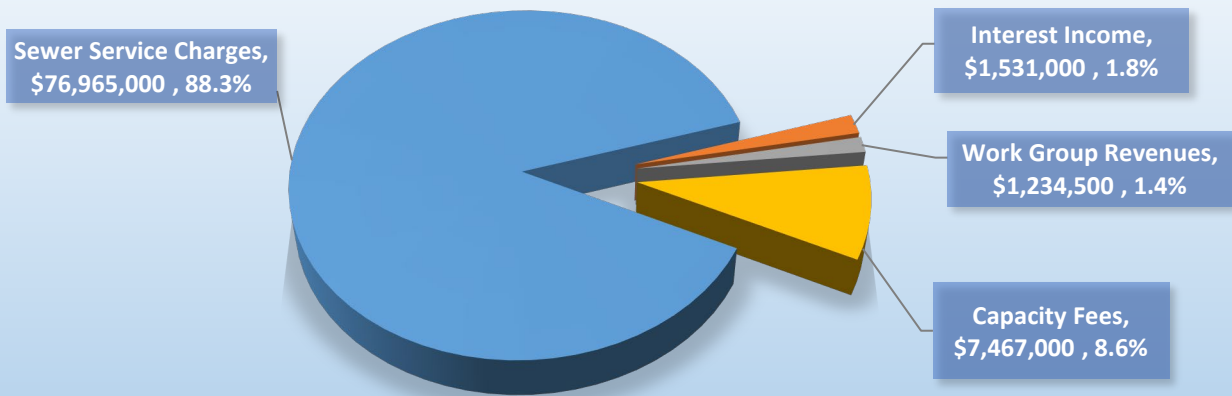
* Actual numbers based on modified accrual basis to reflect budget accounting.

** Capital Projects and Special Projects are managed by multiple departments on a collaborative basis.

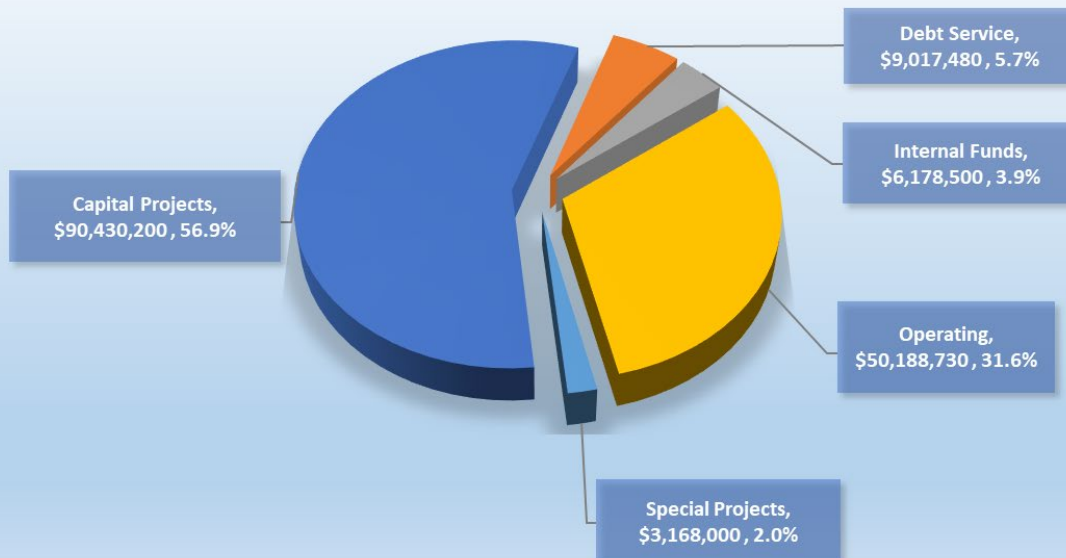
*** Business Services handles debt payments and pension management.

District Wide Revenue & Expenditures

Total Revenues \$87,197,500



Total Expenditures \$158,982,910



Combined Budget by Fund Sewer Service & Capacity Funds

	Sewer Service Fund	Capacity Fund	Total
Revenues			
Sewer Service Charge	\$ 76,965,000	\$ -	\$ 76,965,000
Capacity Fees	-	7,467,000	7,467,000
Work Group Revenues	1,234,500	-	1,234,500
Interest	564,000	967,000	1,531,000
Other Revenues	-	-	-
Net Loan Proceeds	-	-	-
Total Revenues	78,763,500	8,434,000	87,197,500
Expenditures			
Operating	50,188,730	-	50,188,730
Internal Funds	6,178,500	-	6,178,500
Debt Service	4,871,790	4,145,690	9,017,480
Special Projects	3,168,000	-	3,168,000
Capital Projects	72,772,200	17,658,000	90,430,200
Total Expenditures	137,179,220	21,803,690	158,982,910
Revenues Over (less than) Expenditures	\$ (58,415,720)	\$ (13,369,690)	\$ (71,785,410)
EXPENDITURES BY OPERATING GROUP			
Board of Directors	\$ 189,942	\$ -	\$ 189,942
General Manager	1,363,941	-	1,363,941
Business Services**	14,949,532	4,145,690	19,095,222
Collection Services	8,515,663	-	8,515,663
Technical Services	7,361,274	-	7,361,274
Treatment & Disposal Services	17,523,372	-	17,523,372
Fabrication, Maint & Construction	11,335,296	-	11,335,296
Capital Projects *	72,772,200	17,658,000	90,430,200
Special Projects *	3,168,000	-	3,168,000
Total by Operating Group	\$ 137,179,220	\$ 21,803,690	\$ 158,982,910

* Capital Projects and Special Projects are managed by multiple departments on a collaborative basis.

** Business Services manages all debt payments for the District.

REVENUES

	Actual *	Actual *	Budget	Projected	Proposed	Variance to	%
	FY 19/20	FY 20/21	FY 21/22	FY 21/22	Budget	21/22 Budget	Change
Revenues							
Sewer Service Charge	\$ 60,216,148	\$ 62,142,806	\$ 74,716,000	\$ 74,110,922	\$ 76,965,000	\$ 2,249,000	3.0%
Capacity Fees	14,179,464	9,358,209	4,949,820	7,213,586	7,467,000	2,517,180	50.9%
Work Group Revenues	1,285,438	1,315,019	1,260,900	1,227,700	1,234,500	(26,400)	-2.1%
Interest	3,115,507	1,263,164	1,512,000	1,185,000	1,531,000	19,000	1.3%
Other Revenues	174,673	17,720	50,000	1,608,406	-	(50,000)	-100.0%
Net Loan Proceeds	37,000,000	-	110,000,000	110,000,000	-	(110,000,000)	-100.0%
Total Revenues	\$ 115,971,230	\$ 74,096,918	\$ 192,488,720	\$ 195,345,614	\$ 87,197,500	\$ (105,291,220)	-54.7%

* Actual numbers based on modified accrual basis to reflect budget accounting.

Sewer Service Charges - The principal revenue source for the Sewer Service Fund is the annual Sewer Service Charges (SSC), which are projected to increase over the prior year budget by \$2,249,000 or 3.0%. FY 2022, SSC revenues included \$4.1 million of deferred revenue from FY 2021. Absent the deferred revenue, the increase year over year would be \$6,329,283 or 8.9%. Single Family Dwelling (SFD) rates will increase from \$490.93 in FY 2022 to \$530.21 in FY 2023. Similarly, the annual Multi-family Dwelling rate will increase from \$432.63 in FY 2022 to \$467.24 in FY 2023. Residential rates account for approximately 77% of total sewer service charge revenues. For non-residential customers, rates are calculated annually using flow based on water usage and sewage strength.

The District collects 97% of the sewer service charge revenue on the Teeter plan through the Alameda County property tax bill. As a result, there has been no substantive impact to revenue collection for the District due to Covid-19.

Capacity Fees - The revenue source for the Capacity Fund is Capacity Fees, which are expected to increase by \$2,517,180 or 50.9% from the prior year budget. These revenues vary depending on development in the service area. These fees are collected in accordance with the provisions of California Assembly Bill (AB) 1600 and are intended to mitigate the impacts of new development. In the case of the District, these fees are collected from new developments as a requirement of connecting to the sewer system. As such, they can only be used for capital projects that preserve or increase the system's capacity.

Work Group Revenues - These revenues consist of field inspection fees, plan check fees, permits, external work orders, and services provided to the City of Fremont's Urban Runoff program. Because these items tend to vary based on external demands, anticipated revenues are typically estimated in a conservative manner. For FY 2023 these revenues are expected to have a small decrease of \$26,400 or 2.1% compared to the prior year budget.

Interest Revenues – Investment earnings are expected to increase by \$19,000 or 1.3% to the prior year budget. This slight increase reflects the ongoing sluggish investment environment.

EXPENDITURES

	Actual * FY 19/20	Actual * FY 20/21	Budget FY 21/22	Projected FY 21/22	Proposed Budget FY 22/23	Variance to 21/22 Budget	% Change
Expenditures by Type							
Operating	\$ 41,518,799	\$ 42,762,626	\$ 47,020,403	\$ 46,114,594	\$ 50,188,730	\$ 3,168,327	6.7%
Internal Service	2,091,781	2,010,132	5,886,401	5,694,238	6,178,500	292,099	5.0%
Debt Service	3,584,921	4,387,915	12,019,092	6,876,136	9,017,480	(3,001,612)	-25.0%
Special Projects	1,288,761	714,462	3,960,104	2,207,081	3,168,000	(792,104)	-20.0%
Capital Projects	12,695,833	33,118,927	43,189,200	32,776,347	90,430,200	47,241,000	109.4%
Total Expenditures	61,180,095	82,994,062	112,075,200	93,668,396	158,982,910	46,907,710	41.9%
Revenues Over (under) Expenditure:	\$ 54,791,135	\$ (8,897,144)	\$ 80,413,520	\$ 101,677,218	\$ (71,785,410)	\$(152,198,930)	-189.3%

EXPENDITURES BY OPERATING GROUP							
Board of Directors	\$ 141,278	\$ 141,163	\$ 187,043	\$ 171,793	\$ 189,942	\$ 2,899	1.5%
General Manager	919,583	991,836	1,194,988	1,352,101	1,363,941	\$ 168,953	14.1%
Business Services***	9,910,103	10,163,040	21,905,486	16,697,003	19,095,222	\$ (2,810,264)	-12.8%
Collection Services	7,233,990	7,643,479	7,835,953	8,013,733	8,515,663	\$ 679,710	8.7%
Technical Services	6,577,565	6,771,336	7,208,954	7,206,590	7,361,274	\$ 152,320	2.1%
Treatment & Disposal Services	13,020,113	13,937,436	15,921,122	15,263,508	17,523,372	\$ 1,602,250	10.1%
Fabrication, Maint & Construction	9,392,869	9,512,383	10,672,350	9,980,240	11,335,296	\$ 662,946	6.2%
Capital Projects **	12,695,833	33,118,927	43,189,200	32,776,347	90,430,200	\$ 47,241,000	109.4%
Special Projects **	1,288,761	714,462	3,960,104	2,207,081	3,168,000	\$ (792,104)	-20.0%
Total by Operating Group	\$ 61,180,095	\$ 82,994,062	\$ 112,075,200	\$ 93,668,396	\$ 158,982,910	\$ 46,907,710	41.9%

* Actual numbers based on modified accrual basis to reflect budget accounting.

** Capital Projects and Special Projects are managed by multiple departments on a collaborative basis.

*** Business Services handles debt payments and pension management.

Overall, District expenditures are expected to increase by \$46.9 million or 41.9%. The following pages discuss the significant change in expenditures for FY 2023, primarily due to increases in capital spending.

Operating Expenses							
	Actual FY 19/20	Actual FY 20/21	Budget FY 21/22	Projected FY 21/22	Proposed Budget FY 22/23	Variance to 21/22 Budget	% Change
Salaries & Benefits							
Salaries	\$ 19,019,548	\$ 20,223,882	\$ 20,024,866	\$ 20,235,857	\$ 20,922,062	\$ 897,196	4.5%
Pension	5,025,687	5,679,202	6,973,738	6,980,521	7,488,450	514,712	7.4%
Health Care Benefits	2,969,243	3,127,675	3,919,896	3,919,896	4,091,352	171,456	4.4%
Workers Compensation	395,340	377,256	360,417	360,417	417,578	57,161	15.9%
Training	174,798	64,292	340,450	132,200	317,350	(23,100)	-6.8%
Other	488,684	494,385	599,962	572,210	637,860	37,898	6.3%
Subtotal Salaries and Benefits	\$ 28,073,300	\$ 29,966,692	\$ 32,219,329	\$ 32,201,101	\$ 33,874,652	\$ 1,655,323	5.1%
Utilities	2,138,842	2,515,024	2,486,050	2,380,150	2,656,950	170,900	6.9%
Biosolids	910,169	1,055,800	1,496,000	1,305,000	1,450,000	(46,000)	-3.1%
Supplies	2,256,859	1,710,078	2,206,940	2,003,020	2,314,610	107,670	4.9%
Chemicals	2,582,245	2,483,194	2,795,252	2,706,504	3,697,500	902,248	32.3%
Repair & Maintenance	3,397,476	3,490,397	3,689,612	3,591,998	3,830,498	140,886	3.8%
Other	2,159,908	1,541,441	2,127,220	1,926,821	2,364,520	237,300	11.2%
Subtotal Other Operating	13,445,499	12,795,934	14,801,074	13,913,493	16,314,078	1,513,004	10.2%
Total Operating Expenditures	\$ 41,518,799	\$ 42,762,626	\$ 47,020,403	\$ 46,114,594	\$ 50,188,730	\$ 3,168,327	6.7%

Salaries and Benefits

District wide, personnel expenses are budgeted to increase \$1,655,323 or 5.1% over the prior year budget. The major items are discussed below:

- Salaries are budgeted to increase \$897,196 or 4.5%. The increase results from, prior year wage agreements, classified scheduled step increases, and one full time limited term position to support ongoing impacts from the ETSU project.
- Pension expenses are budgeted to increase of \$514,712 or 7.4% to the prior year budget based upon rates provided by CalPERS. The District prepays the annual Unfunded Liability Payment in July of each year, rather than paying in 12 monthly installments, generating a cost savings of \$160,000.
- Health Care Benefit costs will increase by \$171,456 or 4.4% over the prior year budget based on premium information provided by the District's health care provider.
- Workers Compensation costs will increase \$57,161 or 15.9%. The Districts experience modification (x-mod) factor increased from .82 to .83. Significant efforts have been undertaken by the District to not only maintain, but to improve safety awareness. This increase is reflective of the current state of the insurance markets.
- Training will decrease by \$23,100 or 6.8% largely due to the lingering impacts of Covid-19 on travel and as well as an emphasis on remote access learning.

- Other salary and benefits costs will increase by \$37,898 or 6.3% to the prior year budget. Other salary and benefit costs consist of Medicare and unemployment taxes, membership fees and certain safety program expenditures.

Other Operating Expenditures

Other Operating expenses are budgeted, in total, to increase \$1,513,004 to the prior year budget. The major items are discussed below:

- Utilities are increasing \$170,900 or 6.9%. PG&E's recent revisions to their rate structure, specifically time of use, is anticipated to have a negative effect on the Districts energy costs.
- Biosolids disposal is decreasing \$46,000 or 3.1%. In 2021, the District conducted an RFP for biosolids hauling resulting in an 18 month contract with 3 one year extensions.
- Supplies are increasing \$107,670 or 4.9%. Costs of supplies and operating parts have been impacted by recent inflationary pressures, resulting in increases in most categories across the District.
- Chemicals are budgeted to increase \$902,248 or 32.3%. The main increases are for Hydrogen Peroxide, Hypochlorite and Polymers. These chemicals are used in the treatment of plant flows and for odor controls. The shutdown of one of the two regional manufactures of Hypochlorite has had a significant impact on product costs.
- Repair and Maintenance costs are increasing by \$140,886 or 3.8% to FY 2022. This account varies year over year depending on the anticipated need of plant and equipment maintenance .
- Other expenditures, which consists of rents, professional fees, permits, insurance costs and small asset purchases are budgeted to increase \$237,300 or 11.2% in the aggregate. A detailed analysis shows increases in insurance, contractor services and software maintenance with reductions in certain professional fees and consulting costs.

INTERNAL FUNDS							
Fund Description	Actual FY 19/20	Actual FY 20/21	Budget FY 21/22	Projected FY 21/22	Proposed Budget FY 22/23	Variance to 21/22 Budget	% Change
Other Post Employment Benefits - Fund 40	\$ 1,392,371	\$ 1,201,193	\$ 1,421,401	\$ 1,421,401	1,400,000	\$ (21,401)	-1.5%
115 Pension Trust - Fund 45	-	-	3,000,000	3,000,000	3,000,000	\$ -	0.0%
Information Systems Replacement - Fund 60	412,483	502,358	940,000	802,000	1,207,500	267,500	28.5%
Vehicles & Equip Replacement - Fund 50	42,258	144,181	125,000	160,684	171,000	46,000	36.8%
Plant and Pump Station Replacement - Fund 70	244,669	162,400	400,000	310,153	400,000	-	0.0%
Total	\$ 2,091,781	\$ 2,010,132	\$ 5,886,401	\$ 5,694,238	\$ 6,178,500	\$ 292,099	5.0%

Other Post Employment Benefits (OPEB) and Pension 115 Expenditures	
115 Pension Trust Contribution	\$ 3,000,000
115 OPEB Retiree Medical Trust Contribution	900,000
Retiree Reimbursement	500,000
Total	\$ 4,400,000

OPEB expenditures for the District are decreasing \$21,401 or 1.5% to the prior year. The total expenditure consists of two parts. The first is \$500,000 towards the Districts annual ongoing normal costs. The second is a planned \$900,000 contribution to the Districts 115 OPEB Trust. In 2021 the District adopted Pension and OPEB Policy 2095, which in part, sets a goal of maintaining the funding percentage of the plan between 90% and 100%. These additional funds will work toward achieving that policy goal.

Fund 45, 115 Pension Trust, was established in FY 2022 to facilitate the policy discussed in the paragraph above. Similar to OPEB, the long term goal is to increase the funding percentage of the District pension plan. Annually, the Board determines an amount to contribute into a qualified 115 Trust. This Trust accumulates funds, along with the related investment income, to be used for paying future qualified pension expenses. The current budget anticipates a contribution of \$3 million to the Trust in FY 2023. This strategy is anticipated to save the District \$30 million dollars over the next 25 years in pension interest costs.

Renewal & Replacement - Vehicles and Equipment	
Vehicles	
(2) Pool Vehicles - Pick-up Trucks	\$ 146,000
Utility Cart for TPO	25,000
Equipment	
No equipment in FY23	-
Total Vehicles and Equipment	\$ 171,000

For FY 2023 the District is planning on purchasing two pickup trucks for \$146,000 that will be used within the service area. In addition, this budget line item includes \$25,000 for the purchase of an electric utility cart to be used on the plant property.

Renewal & Replacement - Information Systems	
Project/System	Amount
Small Equipment	\$ 398,500
GIS Improvements 1A - 4	166,000
Handheld Radios (Replacement of existing Radios, Qty. 70)	120,000
HMI Upgrades (SCADA Screen Upgrades)	100,000
NIST Project	100,000
Permit Tracking System Replacement	100,000
Performance Management Software	47,500
Agenda Management Software	40,000
Records Management	37,500
Environmental Compliance Management System/ERM	33,000
Control Login	20,000
SCADA Master Plan Standards	20,000
NeoGov Expansion	15,000
Single Source Login	10,000
Total	\$ 1,207,500

The schedule above details the budgeted expenditures for Information Systems. This list changes from year to year depending on the projects and equipment needs of the department.

Renewal & Replacement - Plant and Pump Station	
New Assets (Cogeneration Engine No. 2 heat recovery boiler, Pump Station rebuild kits for pumps, new grinders)	\$ 250,000
Unplanned Maintenance/EBDA Pump Station	150,000
Total	\$ 400,000

The schedule above details the budgeted expenditures for the Plant and Pump Stations. These expenditures are determined based on plant wide assessments conducted each year.

Debt	Status	FY Issued	Maturity	Payments FY Start	FY 22/23 Principal & Interest		
					Payment Operating	Payment Capacity	Total Payment
2020A Revenue Bonds	Issued	19/20	2050	19/20	\$ 1,933,586	\$ 2,563,580	\$ 4,497,166
2021A Revenue Bonds	Issued	21/22	2051	21/22	2,938,204	1,582,110	4,520,314
					\$ 4,871,790	\$ 4,145,690	\$ 9,017,480

Water Infrastructure Finance and Innovation Act (WIFIA) Loan – In the fall of 2021 the District closed on a \$249 million dollar WIFIA loan to fund a portion of the ETSU project. The District will have eight

years to fully draw down the loan at which time the principal and any capitalized interest will begin repayment.

State Revolving Fund (SRF) Loan – During FY 2022 the District was approved for an SRF loan in the amount of \$33.5 million to fund the Standby Power Generation System Upgrade Project. Construction is anticipated to begin in late FY 2022 with repayment beginning upon completion in FY 2025.

SPECIAL PROJECT EXPENDITURES					
DESCRIPTION	Adopted Budget FY22	Estimated Actual FY22	Estimated Carryover	New \$ (Provision)	Proposed Budget FY23
Administrative & Regulatory					
Anticipated Biosolids Coalition Membership Dues	\$ 25,000	\$ 25,000	\$ -	\$ 17,000	\$ 17,000
Anticipated Election Costs	940,104	940,104	-	-	-
GIS JPA	30,000	30,000	-	30,000	30,000
Property Acquisition	1,500,000	-	1,500,000	-	1,500,000
Public Information Program	65,000	65,000	-	65,000	65,000
Public Outreach Programs	125,000	75,000	50,000	75,000	125,000
Regional Purified Water Pilot Program Outreach	-	-	-	20,000	20,000
Subtotal Administrative & Regulatory	\$ 2,685,104	\$ 1,135,104	\$ 1,550,000	\$ 207,000	\$ 1,757,000
Studies & Other					
Alvarado Basin Capacity and Condition Assessment	\$ -	\$ -	\$ -	\$ 55,000	\$ 55,000
Alvarado Sub-Surface Investigation (Plant Groundwater Monitoring)	10,000	9,208	792	9,208	10,000
CIP Front End Specs Update	5,000	-	-	-	-
Cogen Replacement and Ventilation Study	125,000	87,000	15,000	-	15,000
Control Box No. 1 Grit Removal Evaluation	-	-	-	150,000	150,000
Digester 8 Feasibility Study	100,000	52,750	47,250	17,750	65,000
Digester Efficiency Evaluation (Heat Loop and Gas Lance)	-	-	-	350,000	350,000
Energy Resiliency Study	100,000	80,000	20,000	185,000	205,000
Fiscal Model Update (Moved to BS Ops Budget)	30,000	15,000	-	-	-
Forcemain Condition Assessment	5,000	35,000	-	10,000	10,000
Forcemain Geotech Investigation at Alameda Creek	30,000	174,294	-	30,000	30,000
Headworks Degritting	200,000	107,000	90,000	-	90,000
Irrington Basin MP Update	80,000	106,725	-	-	-
Local Limits Study	70,000	55,000	15,000	50,000	65,000
Odor Control Alternatives Study	-	-	-	10,000	10,000
Odor Control Pilot Study	20,000	20,000	-	-	-
Project Cost Estimate Evaluation	-	-	-	150,000	150,000
Pump Stations Asset Condition Assessment	250,000	175,000	75,000	-	75,000
Seal Level Rise Study Update	150,000	65,000	85,000	15,000	100,000
Thermal Dryer Feasibility Study	100,000	90,000	10,000	21,000	31,000
Subtotal Studies & Other	\$ 1,275,000	\$ 1,071,977	\$ 358,042	\$ 1,052,958	\$ 1,411,000
Total Special Projects	\$ 3,960,104	\$ 2,207,081	\$ 1,908,042	\$ 1,259,958	\$ 3,168,000

The special projects fund accounts for expenditures that are outside the year over year operating costs of the District and also do not meet the definition of a capital project. Many of the items are assessments of plant and system conditions or feasibility studies for future capital projects. A discussion of some of the major items follows:

Property Acquisition - Each year the District sets aside funds for property acquisition should one or more properties of interest become available. The primary purpose of property acquisition is for future plant or pump station expansion.

Control Box No. 1 Grit Removal Evaluation - This study will evaluate technologies and modifications for Control Box No. 1 to facilitate a more efficient way to remove grit that is deposited inside the control box as the wastewater flows from the headworks process to the primary clarifiers.

Digester Efficiency Evaluation (Heat Loop and Gas Lance) - This study will assess the existing primary digester heat loop system and evaluate improvements to the system to increase its reliability in providing heat to the primary digestion process. The study will also evaluate the implementation of a gas lance sludge mixing system, incorporated in Primary Digester No. 7, at Primary Digester Nos. 4, 5, and 6, and prepare cost estimates to modify the structural, mechanical, electrical, and instrumentation systems.

Energy Resiliency Study - This study will evaluate the feasibility of different energy technologies (solar, batteries, and wind turbines) at the Plant, pump stations, lift stations, and other District parcels located in the service area.

Project Cost Estimate Evaluation – This study will update budgets for the projects identified in the 20-year Capital Improvement Program.

Sea Level Study Update - This study will evaluate the current sea level rise projections and the effect the projections will have on the District's facilities. The study will recommend measures for the District to mitigate the impact.

**Annual Contract Purchases of Supplies, Services and Projects Renewal/Replacement
Over \$100,000
for Fiscal Year 22/23**

	<i>Estimated Expenditure</i>
Supplies:	
Sodium Hypochlorite, 1-Year	\$ 1,487,000
Hydrogen Peroxide, 1-Year	685,000
Ferrous Chloride, 1-Year	580,000
Polymer, Emulsion, 2-Year Contract with 3 Optional 1-Year Renewals	454,000
Polymer, Mannich, 2-Year Contract with 3 Optional 1-Year Renewals	105,000
Total Supplies	\$ 3,311,000
Services:	
CalPERS Retirement	\$ 7,418,450
Series 2021A - Annual Debt Service on Bonds	4,520,314
Series 2020A - Annual Debt Service on Bonds	4,497,166
CalPERS Medical	4,091,352
115 Pension Trust Contribution	3,000,000
PG&E - Alvarado Site (\$1,890,000), Newark P.S. (\$255,000) and Irvington P.S. (\$100,000)	2,245,000
EBDA	1,721,062
Biosolids Contract	1,450,000
115 OPEB Retiree Medical Trust Contribution	900,000
Insurance (Property & Contents, Fleet, General Liability, Bonding)	536,000
Primary Digester Cleaning	250,000
Gas Media, 2-Year Contract with 3 Optional 1-Year Renewals	180,000
DGS Natural Gas Service, PG&E Billed Through DGS	170,000
Total Services	\$30,979,344
Information Systems:	
Handheld Radios	\$ 120,000
HMI Upgrades (SCADA Screen Upgrades)	100,000
NIST Projects	100,000
Permit Tracking System (PTS) Replacement	100,000
Total Information Systems	\$ 420,000

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FUND BALANCE



Pumps and Piping for Digester 7

Reserve/Allocation Balances		
Operating Cash Flow	\$	25,094,365
Structural Renewal & Replacement		60,917,700
Emergency		8,000,000
Short Term Liquidity		5,000,000
Parity Debt		2,887,200
Risk Management		1,000,000
Industrial Customer Stabilization		1,400,000
Unspent Debt Issuance		31,124,704
Total Restricted/Allocated Balances	\$	135,423,969

Anticipated reserves balances at 06/30/23 listed above are discussed below:

Operating Cash Flow – Sewer Service Charge revenues are collected by the Alameda County Tax Collector’s Office and remitted to the District in two major installments in December and April of each year. For the District to pay its ongoing expenditures throughout the year, it reserves between three and six months (25-50%) of gross operating expenditures at the start of each fiscal year.

Structural Renewal & Replacement – To maintain the ability to renew and replace infrastructure, this reserve is funded at the average annual renewal/replacement capital costs based on the 10-year CIP. This is a conservative approach.

Emergency – In order to help mitigate the financial impacts of an emergency or catastrophic event, the District has an Emergency Reserve. Reserves will increase by \$750,000 annually until reaching 25% of the operating budget.

Short-Term Liquidity – The District maintains a minimum amount of immediately available funds, to cover the rolling 6-month average monthly payroll, plus a rolling 6-month average of the monthly accounts payable, held in a local bank account, in cash deposits.

Parity Debt Reserve- This fund was recently established to cover debt covenants associated with the Series 2020A bond issuance.

Risk Management - The District is a member of and purchases liability insurance from the California Sanitation Risk Management Association (CSRMA). The deductible of \$500,000 reduces the amount of premiums charged to the District. To account for an event that is either not covered by insurance or under the deductible amount, the District reserves two times the annual deductible amount, based on claims history.

Industrial Customer Stabilization - The District has several Significant Industrial Users (SIUs). This reserve allows the District to implement appropriate responses and actions should one or more of these SIUs significantly scale back or cease operations unexpectedly, resulting in a rapid loss of revenue to the District.

Unspent Debt Issuance – These funds represent the unspent Series 2020A and 2021A bond issuance. They are maintained in a separate investment account and are being drawn down for specifically identified projects as they progress.

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CAPITAL IMPROVEMENT PLAN



Digester 7

Capital Improvement Plan

Capital improvements are construction or renovation activities that add value to the Districts fixed assets (pipelines, buildings, facilities, and equipment) or significantly extend their useful life. Each year, the District reviews its 20 year Capital Improvement Program (CIP) based on factors such as growth, regulatory requirements, planning documents, and existing asset management needs. The rehabilitation, replacement, improvement, and expansion of the District's facilities continue to be the key drivers for the proposed Fiscal Year 2023 CIP. The District funds an extensive CIP plan that is designed to preserve, maintain, and enhance assets, meet regulatory requirements, accommodate the community's needs, and protect public health and the environment.

In the next 12 to 24 months the District expects to have over 45 individual capital projects underway totaling in excess of \$570 million dollars. The following pages provide a description of those projects followed by a breakout summary of the CIP projects for the next five years. The appendix contains a detailed summary of the entire 20 year CIP budget.

The following are some of the major design projects that are currently underway:

- WAS Thickeners
- Field Operations Building (Space Needs Assessment)
- ETSU Phase 1B and 1C
- Switchboard 3 and Motor Control Center 25
- Sodium Hypochlorite Loop Improvements
- Digester 6 Condition Assessment

The following represent some of the significant projects that will be under construction:

- ETSU Phase 1A – Aeration Basins
- ETSU Phase 1A - Campus
- Newark and Irvington PS Chemical Improvements
- Alvarado Influent PS Project
- Irvington Basin RCP Sewer Rehab
- Standby Power Generation System Upgrade
- Digester 7
- Digester 6 Cleaning

The balance of this section of the budget provides a summary of the 20 year CIP budget. Documents include the 20 year forecast summary of CIP projects followed by a brief description of each project.

UNION SANITARY DISTRICT CIP FISCAL YEAR 23 to FY 42 - 20 YEAR FORECAST SUMMARY (in millions)														
Project Name	% Fund 80	% Fund 90	Rank	Total Project Cost	Spent in Prior Years	FY 23	FY 24	FY 25	FY 26	FY 27	FY 28 to FY 32	FY 33 to FY 37	FY 38 to FY 42	Total
Admin Facilities														
Additional CS (Vehicle) Storage	100%	0%	3	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 250	\$ -	\$ -	\$ 250
Cathodic Protection Improvements	100%	0%	2	760	738	22	500	-	300	-	1,027	804	1,420	4,073
ETSU - 1A - Campus Building	100%	0%	1	94,062	4,854	36,600	52,608	-	-	-	-	-	-	89,208
Field Ops Bldg. Sesmic Upgrade and Leak Repairs	100%	0%	1	5,550	-	300	340	3,437	1,473	-	-	-	-	5,550
FMC Storage	100%	0%	3	-	-	-	300	-	-	-	-	-	-	300
Plant Paving	100%	0%	3	-	-	-	-	-	-	-	1,150	400	600	2,150
Radio Repeater Antenna Replacement	100%	0%	2	-	-	-	-	-	-	-	150	-	-	150
Solar Panels/Inverters Replacement at Alvarado	50%	50%	3	-	-	-	-	-	-	-	-	370	-	370
Solar Panels/Inverters Replacement at Carport	50%	50%	2	100	-	-	-	100	-	-	670	-	278	1,048
Solar Panels/Inverters Replacement at Irvington	50%	50%	2	300	-	300	-	-	-	-	1,832	-	-	2,132
				100,772	5,592	37,222	53,748	3,537	1,773	-	5,079	1,574	2,298	105,231
Collection System														
Cast Iron/Pipe Lining	100%	0%	2	-	-	-	-	570	-	607	1,340	2,367	1,854	6,738
Central Avenue Sanitary Sewer Relocation	100%	0%	1	1,400	-	100	1,300	-	-	-	-	-	-	1,400
FY 21 Cast Iron/Piping Lining	100%	0%	2	335	318	17	-	-	-	-	-	-	-	17
FY 23 Cast Iron/Piping Lining	100%	0%	2	530	-	530	-	-	-	-	-	-	-	530
Gravity Sewer Rehab/Replacement	100%	0%	2	796	766	30	1,708	-	1,823	-	6,235	4,885	8,626	23,307
RCP Sewer Rehab (Alvarado Basin)	100%	0%	1	-	-	-	-	200	2,200	2,500	-	-	-	4,900
RCP Sewer Rehab (Irvington Basin)	100%	0%	1	6,025	825	5,200	-	-	-	-	5,000	-	-	10,200
RCP Sewer Rehab (Newark Basin)	100%	0%	1	-	-	-	-	-	-	250	4,750	-	-	5,000
				9,086	1,909	5,877	3,008	770	4,023	3,357	17,325	7,252	10,480	52,092
Transport System														
Alameda Creek Crossing Lift Station	50%	50%	2	-	-	-	-	-	-	-	-	-	21,866	21,866
Cherry St. PS	0%	100%	1	543	105	320	118	-	-	-	-	-	-	438
Equalization Storage @ Newark	0%	100%	2	-	-	-	-	-	-	-	-	12,473	21,951	34,424
Forcemain Corrosion Repairs - Phase 3	100%	0%	1	1,344	144	1,200	-	-	-	-	-	-	-	1,200
Forcemain Corrosion Repairs - Phase 4	100%	0%	1	1,400	-	100	1,400	-	-	-	-	-	-	1,500
Forcemain Rehabilitation	100%	0%	3	-	-	-	-	-	-	-	-	-	50,000	50,000
Irvington PS Pumps and VFDs	50%	50%	2	112	12	100	-	-	2,294	12,316	5,278	-	-	19,988
Newark and Irvington PS Chemical System Improve	45%	55%	2	9,738	738	2,700	5,400	900	-	-	-	-	-	9,000
Newark PS Pumps and VFDs	50%	50%	2	-	-	-	-	-	-	-	25,152	-	-	25,152
Pump Station Asset Condition Assessment R&R	100%	0%	3	-	-	-	-	3,849	929	211	4,549	11,258	765	21,561
Sanctuary West Pump Station	0%	100%	2	-	-	-	-	-	1,500	1,500	-	-	-	3,000
Transport System Misc. Projects	100%	0%	3	-	-	-	-	-	250	250	1,250	1,250	1,250	4,250
				13,137	999	4,420	6,918	4,749	4,973	14,277	36,229	24,981	95,832	192,379
Treatment Plant														
Aeration Blower 11 and East Blower Bldg Improve	0%	100%	2	2,270	2,155	115	-	-	-	-	-	-	-	115
Alvarado Influent PS Improvements	50%	50%	2	11,265	10,786	480	-	-	-	-	-	-	-	480
Alvarado Influent Valve Box Gate Valves 1-2	100%	0%	2	-	-	-	50	500	-	-	-	-	-	550
Centrifuge Building Improvements	50%	50%	2	1,626	1,606	20	-	-	-	-	-	-	-	20
Centrifuge Replacement	50%	50%	2	-	-	-	-	-	1,166	2,650	15,512	-	-	19,328
Centrifuge System Equipment Replacement	100%	0%	2	-	-	-	-	-	927	1,263	12,138	-	-	14,328
Cogen Engine No. 1 60K Block Replacement	50%	50%	1	-	-	-	-	1,050	-	-	-	1,250	1,500	3,800
Cogen Engine No. 2 60K Block Replacement	50%	50%	1	-	-	-	1,000	-	-	-	1,150	-	1,450	3,600
Cogen Retrofit	50%	50%	2	-	-	-	-	-	-	-	3,002	-	-	3,002

UNION SANITARY DISTRICT CIP FISCAL YEAR 23 to FY 42 - 20 YEAR FORECAST SUMMARY (in millions)														
Project Name	% Fund 80	% Fund 90	Rank	Total Project Cost	Spent in Prior Years	FY 23	FY 24	FY 25	FY 26	FY 27	FY 28 to FY 32	FY 33 to FY 37	FY 38 to FY 42	Total
Control Box No. 1 Improvements	100%	0%	2	-	-	-	-	-	-	622	6,321	-	-	6,943
Degritter Building Roof (Seismic) Replacement	100%	0%	2	-	-	-	-	-	-	-	5,443	-	-	5,443
Degritting at Headworks and Improvements	50%	50%	2	-	-	-	-	-	-	1,896	15,512	-	-	17,408
Diffuser Replacement	100%	0%	3	-	-	-	-	-	-	-	-	2,092	-	2,092
Digester Additional Capacity	0%	0%	3	-	-	-	-	-	-	-	-	-	-	-
Digester No. 1 Insp & Rehab	100%	0%	2	-	-	-	-	-	358	1,998	1,332	-	6,724	10,412
Digester No. 2 Insp & Rehab	100%	0%	1	-	-	-	-	-	-	-	-	6,106	-	6,106
Digester No. 3 Insp & Rehab	100%	0%	3	-	-	-	-	-	-	-	522	5,017	-	5,539
Digester No. 4 Insp & Rehab	100%	0%	3	-	-	-	-	-	430	2,398	1,599	-	7,852	12,279
Digester No. 5 Insp & Rehab	100%	0%	3	-	-	-	-	-	-	-	5,025	-	3,739	8,764
Digester No. 6 Insp & Rehab	100%	0%	3	7,050	-	479	2,278	4,571	-	-	1,005	8,218	-	16,551
Digester No. 7	0%	100%	1	28,643	28,443	200	-	-	-	-	-	-	-	200
Digester No. 7 Insp & Rehab	100%	0%	3	-	-	-	-	-	-	-	-	14,232	-	14,232
Emergency Outfall Outlet Improvements	50%	50%	1	2,511	2,452	60	-	-	-	-	-	-	-	60
ETSU - 1A - Aeration Basin Modifications	60%	40%	1	77,402	11,608	9,300	18,600	19,100	18,794	-	-	-	-	65,794
ETSU - 1A - Aeration Basin No. 8	40%	60%	1	26,683	1,823	9,200	12,200	3,460	-	-	-	-	-	24,860
ETSU - 1A - Aeration Internal Lift Pumps	60%	40%	1	9,819	447	3,700	3,200	2,472	-	-	-	-	-	9,372
ETSU - 1A - Blower 7-10 Replacement	60%	40%	1	20,068	1,376	7,100	6,368	4,100	1,124	-	-	-	-	18,692
ETSU - 1A - Plant 12kV Switchgear (SWGR-SE)	100%	0%	1	5,458	470	3,100	1,888	-	-	-	-	-	-	4,988
ETSU - 1A - Site Drainage Improvements	50%	50%	1	8,858	-	4,200	4,658	-	-	-	-	-	-	8,858
ETSU - 1B - Effluent Facilities	60%	40%	1	48,239	1,115	1,000	4,800	14,200	16,100	9,862	1,162	-	-	47,124
ETSU - 1B - Secondary Clarifiers	60%	40%	1	149,795	2,080	2,000	12,500	44,800	51,000	32,577	4,838	-	-	147,715
ETSU - 1B - Switchboard 4 Replacement	60%	40%	1	1,990	-	150	450	1,390	-	-	-	-	-	1,990
ETSU - 1C - Plant Equalization Storage	25%	75%	1	39,618	-	-	-	-	1,200	1,800	36,618	-	-	39,618
ETSU - 2 - Nutrient Removal (Level 2 Year-round)	50%	50%	3	-	-	-	-	-	-	-	-	-	270,668	270,668
Flares Replacement	100%	0%	2	-	-	-	706	4,083	1,750	-	-	-	-	6,539
Headworks Gates	100%	0%	2	-	-	-	-	-	-	-	4,202	-	-	4,202
MCC Replacement	100%	0%	2	-	-	-	-	-	-	-	541	-	-	541
Miscellaneous Improvements	100%	0%	2	1,900	170	650	1,080	-	-	-	-	-	-	1,730
Odor Scrubber System Improvements	100%	0%	2	-	-	-	-	631	1,295	5,686	10,875	26,326	7,125	51,938
Plant 1 and 2 Water System Improvements	100%	0%	2	-	-	-	-	-	105	1,069	-	-	-	1,174
Plant 12kV Switchgear	100%	0%	2	-	-	-	-	1,068	4,722	4,722	-	-	-	10,512
Plant 5kV Switchgear	100%	0%	2	-	-	-	379	2,713	1,163	-	-	-	-	4,255
Plant Additional Power Source	50%	50%	3	-	-	-	-	-	-	-	-	500	9,500	10,000
Plant Asset Condition Assessment R&R	100%	0%	2	-	-	-	157	4,934	497	-	16,893	4,431	30,379	57,291
Plant Fiber Optic Network	50%	50%	2	1,400	-	200	1,200	-	-	-	2,200	1,400	-	5,000
Plant Mechanical and Electrical Projects	100%	0%	2	-	-	-	500	500	500	500	2,500	2,500	2,500	9,500
PLC Replacement	100%	0%	2	250	-	250	-	300	-	-	350	850	500	2,250
Primary Clarifier (1 - 4) Seismic Upgrade	100%	0%	1	-	-	-	-	753	4,315	1,849	-	-	-	6,917
Primary Clarifier Rehab (5-6)	75%	25%	2	-	-	-	-	1,695	8,005	8,229	5,144	-	-	23,073
Reclaimed Water	0%	0%	3	-	-	-	-	-	-	-	-	-	-	-
Reclaimed Water														-
Secondary Digester No. 1 Insp & Rehab	100%	0%	3	1,170	-	115	500	555	-	-	-	5,231	-	6,401
Secondary Digester No. 2 Insp & Rehab	100%	0%	3	-	-	-	-	-	367	3,413	-	542	5,039	9,361
Seismic Retrofit of Conc. Structures	100%	0%	2	-	-	-	300	-	300	-	900	600	900	3,000
Sodium Hypochlorite Loop Improvements	100%	0%	2	1,170	170	500	500	-	-	-	-	-	-	1,000

UNION SANITARY DISTRICT CIP FISCAL YEAR 23 to FY 42 - 20 YEAR FORECAST SUMMARY (in millions)														
Project Name	% Fund 80	% Fund 90	Rank	Total Project Cost	Spent in Prior Years	FY 23	FY 24	FY 25	FY 26	FY 27	FY 28 to FY 32	FY 33 to FY 37	FY 38 to FY 42	Total
Standby Power Generation System Upgrade	100%	0%	1	27,754	3,381	8,490	14,883	1,000	-	-	-	-	-	24,373
Standby Power Generator No. 4	0%	100%	3	-	-	-	-	-	-	-	-	16,737	7,234	23,971
Switchboard 3 and MCC 25 Replacement	100%	0%	2	2,690	50	1,400	1,240	-	-	-	-	-	-	2,640
Thickeners 1 and 2 Rehabilitation	100%	0%	2	-	-	-	214	1,726	740	-	-	-	-	2,680
Thickeners 3 and 4 Rehabilitation	100%	0%	3	-	-	-	-	-	-	-	-	3,708	-	3,708
WAS Thickeners	100%	0%	1	22,442	1,312	250	250	8,250	8,250	4,130	-	-	-	21,130
Waste Recycling and Alternative Energy	0%	100%	3	-	-	-	-	-	-	-	10,500	-	-	10,500
				\$ 500,071	\$ 69,444	\$ 52,959	\$ 89,901	\$ 123,851	\$ 123,108	\$ 84,664	\$ 165,284	\$ 99,740	\$ 355,110	\$ 1,094,617

Total Administrative	\$ 100,772	\$ 5,592	\$ 37,222	\$ 53,748	\$ 3,537	\$ 1,773	\$ -	\$ 5,079	\$ 1,574	\$ 2,298	\$ 105,231
Total Collection System	9,086	1,909	5,877	3,008	770	4,023	3,357	17,325	7,252	10,480	52,092
Total Transport	13,137	999	4,420	6,918	4,749	4,973	14,277	36,229	24,981	95,832	192,379
Total Treatment Plant	500,071	69,444	52,959	89,901	123,851	123,108	84,664	165,284	99,740	355,110	1,094,617
Grand Total	\$ 623,066	\$ 77,944	\$ 100,478	\$ 153,575	\$ 132,907	\$ 133,877	\$ 102,298	\$ 223,917	\$ 133,547	\$ 463,720	\$ 1,444,319
Repair & Replacement (Fund 800) Total	\$ 404,519	\$ 31,663	\$ 80,858	\$ 121,371	\$ 94,912	\$ 92,938	\$ 71,984	\$ 147,114	\$ 102,577	\$ 281,904	\$ 993,658
Capacity (Fund 900) Totals	218,547	46,281	19,620	32,204	37,995	40,939	30,314	76,803	30,970	181,816	450,661
	\$ 623,066	\$ 77,944	\$ 100,478	\$ 153,575	\$ 132,907	\$ 133,877	\$ 102,298	\$ 223,917	\$ 133,547	\$ 463,720	\$ 1,444,319
Repair & Replacement (Fund 800) Total - 90% to FY 23 Budget			\$ 72,772								
Capacity (Fund 900) Totals - 90% to FY 23 Budget			17,658								
			\$ 90,430								

Priority 1 Administrative	\$ 99,612	\$ 4,854	\$ 36,900	\$ 52,948	\$ 3,437	\$ 1,473	\$ -	\$ -	\$ -	\$ -	\$ 94,758
Priority 1 Collection System	7,425	825	5,300	1,300	200	2,200	2,750	9,750	-	-	21,500
Priority 1 Transport	3,287	249	1,620	1,518	-	-	-	-	-	-	3,138
Priority 1 Treatment & Disposal	469,280	54,507	48,750	80,797	100,575	100,783	50,218	43,768	7,356	2,950	435,197
Total Priority 1	579,604	60,435	92,570	136,563	104,212	104,456	52,968	53,518	7,356	2,950	554,593
Priority 2 Administrative	1,160	738	322	500	100	300	-	3,679	804	1,698	7,403
Priority 2 Collection System	1,661	1,084	577	1,708	570	1,823	607	7,575	7,252	10,480	30,592
Priority 2 Transport	9,850	750	2,800	5,400	900	3,794	13,816	30,430	12,473	43,817	113,430
Priority 2 Treatment & Disposal	22,571	14,937	3,615	6,326	18,150	21,528	28,635	102,865	36,107	48,128	265,354
Total Priority 2	35,242	17,509	7,314	13,934	19,720	27,445	43,058	144,549	56,636	104,123	416,779
Priority 3 Administrative	-	-	-	300	-	-	-	1,400	770	600	3,070
Priority 3 Collection System	-	-	-	-	-	-	-	-	-	-	-
Priority 3 Transport	-	-	-	-	3,849	1,179	461	5,799	12,508	52,015	75,811
Priority 3 Treatment & Disposal	8,220	-	594	2,778	5,126	797	5,811	18,651	56,277	304,032	394,066
Total Priority 3	8,220	-	594	3,078	8,975	1,976	6,272	25,850	69,555	356,647	472,947
Grand Total	\$ 623,066	\$ 77,944	\$ 100,478	\$ 153,575	\$ 132,907	\$ 133,877	\$ 102,298	\$ 223,917	\$ 133,547	\$ 463,720	\$ 1,444,319

CIP Projects Description

Project Name	Project Description
Additional CS (Vehicle) Storage	This project will provide additional vehicle storage for the Collection Services Work Group.
Cathodic Protection Improvements	The Cathodic Protection Improvements project will replace the existing cathodic protection systems at the Plant, pump stations, and force mains. The purpose of the cathodic protection systems is to prevent the corrosion of buried steel, ductile iron, and cast iron pipelines, fittings, and other structures. District staff surveys and tests all of the cathodic protection systems annually and will hire a consultant to determine if any of the systems need to be replaced.
ETSU - 1A - Campus Building	This project will replace the Operating & Administration, Control, and Facilities maintenance buildings with one combined campus building.
Field Ops Bldg. Seismic Upgrade and Leak Repairs	This project will include seismic retrofits and leak repairs to the Field Operations Building.
FMC Storage	This project will provide equipment and materials storage for the FMC Work Group.
Plant Paving	The Plant Paving project will repair and/or replace the asphalt pavement at the Plant. This project will be based on the condition of the existing asphalt pavement and in coordination with other construction projects. District staff can hire a consultant to conduct a condition assessment of the existing asphalt pavement every 5 to 10 years to determine the remaining useful life and recommend a repair/replacement schedule.
Radio Repeater Antenna Replacement	This project will replace the District's radio repeater antenna located on Mt. Allison in Fremont, CA.
Solar Panels/Inverters Replacement at Alvarado	This project will replace the solar panels and/or power inverters for the future photovoltaic system(s) (other than those at the Carport) that are yet to be constructed at the Plant. The schedule of replacement is based on a 20-year useful life for the solar panels and a 10-year useful life for the power inverters.
Solar Panels/Inverters Replacement at Carport	This project will replace the solar panels and/or power inverters of the Solar Carport System located at the Plant. The schedule of replacement is based on a 20-year useful life for the solar panels and a 10-year useful life for the power inverters.
Solar Panels/Inverters Replacement at Irvington	This project will replace the solar panels and power inverters for the photovoltaic system located at the Irvington Pump Station. The schedule of replacement is based on a 20-year useful life for the solar panels and a 10-year useful life for the power inverters.
Cast Iron/Pipe Lining	This project will install cured-in-place pipe (CIPP) inside existing aged cast iron sewer mains without trenching. District staff will review the CCTV inspection of the sewer mains and identify the mains that are candidates for CIPP rehabilitation. This includes budgets for multiple phases of work.
Central Avenue Sanitary Sewer Relocation	This project will relocate an existing sewer main on Central Avenue in the City of Newark to accommodate the City's plans to construct an overpass above the railroad crossing.
FY 21 Cast Iron/Piping Lining	This construction of the FY 21 Cast Iron/Piping Lining Project began in 2021. The contractor has completed the project's original scope. District staff issued a contract change order to the contractor to repair a sewer main that was not part of the project's original scope. Staff anticipates this work will be complete by summer 2022.

FY 23 Cast Iron/Piping Lining	The FY 23 Cast Iron/Piping Lining Project is the next project that will install cured-in-place pipe (CIPP) inside existing aged cast iron sewer mains. District staff will design the project in 2022 with construction anticipated to begin by early 2023.
Gravity Sewer Rehab/Replacement	This project will rehabilitate and/or replace existing deteriorated sewer mains by open cut trenching. District staff will review the CCTV inspection of the sewer mains and identify the mains that are candidates for rehabilitation/replacement by the open cut trenching method. This includes budgets for multiple phases of work. The FY 21 Gravity Sewer Rehabilitation/Replacement Project began in 2021. The contractor has completed the project's original scope. District staff anticipates closing out the project in late FY 22 and release retention in FY 23.
RCP Sewer Rehab (Alvarado Basin)	This project will rehabilitate aged sewer trunk mains located in the Alvarado Basin that are primarily reinforced concrete pipe (RCP) by the CIPP method. The project timing will correspond with the completion of the condition assessment phase of the drainage basin's master plan update.
RCP Sewer Rehab (Irvington Basin)	This project will rehabilitate aged sewer trunk mains located in the Irvington Basin that are primarily reinforced concrete pipe (RCP) by the CIPP method. District staff awarded the construction contract for the Irvington Basin Reinforced Concrete Pipe Rehabilitation Project in February 2022 with construction scheduled to be complete by early 2023.
RCP Sewer Rehab (Newark Basin)	This project will rehabilitate aged sewer trunk mains located in the Newark Basin that are primarily reinforced concrete pipe (RCP) by the CIPP method. The project timing will correspond with the completion of the condition assessment phase of the drainage basin's master plan update.
Alameda Creek Crossing Lift Station	This project will construct a new lift station south of the Alameda Creek (near Paseo Padre Parkway and Ardenwood Boulevard) to transport wastewater from south to north over the Alameda Creek crossing on Paseo Padre Parkway. The existing gravity sewer main is located under the creek bed. If further erosion exposes the main, USD may need to remove the main from the creek.
Cherry St PS	This project will include electrical and mechanical improvements to the Cherry Street Pump Station.
Equalization @ Newark	This project will construct equalization storage at the Newark Pump Station.
Forcemain Corrosion Repairs - Phase 3	The Force Main Corrosion Repairs Project - Phase 3 will repair or replace corroded steel fittings, pipes, and valves in the manholes along the west force main between Irvington Pump Station and Newark Pump Station.
Forcemain Corrosion Repairs - Phase 4	This is the fourth of four phases to repair or replace corroded steel fittings, pipes, and valves in the manholes along the east force main between Irvington Pump Station and Newark Pump Station.
Forcemain Rehabilitation	This project will install liners in the force mains when the reinforced concrete pipes show signs of corrosion and deterioration.
Irvington PS Pumps and VFDs	This project will replace the wastewater pumps, variable frequency drives, piping, backup generator, and other equipment at the Irvington Pump Station.
Newark and Irvington PS Chemical System Improvements	This project will replace the odor control systems, chemical storage and pumping systems, and other miscellaneous work at Newark Pump Station and Irvington Pump Station.
Newark PS Pumps and VFDs	This project will replace the wastewater pumps, variable frequency drives, piping, backup generator, and other equipment at the Newark Pump Station.

Pump Station Asset Condition Assessment R&R	These are budget placeholders for replacing equipment at the pump and lift stations based on recommendations from the 2015 Pump Station Master Plan (which will now be called Pump Station Asset Condition Assessment Study) and any subsequent updates.
Sanctuary West Pump Station	This is a budget placeholder for the replacement of the Cherry Street Pump Station when the Sanctuary West housing development is constructed.
Transport System Misc. Projects	These are budget placeholders for transport system needs.
Aeration Blower 11 and East Blower Bldg Improvements	This project will install a second high speed aeration blower, upgrade the building ventilation system, and make structural repairs in the East Blower Building.
Alvarado Influent PS Improvements	This project will replace the wastewater pumps, variable frequency drives, piping, valves, electrical switchboard, and other miscellaneous improvements to the Alvarado Influent Pump Station.
Alvarado Influent Valve Box Gate Valves 1-2	This project will replace the force main knife gate valves at the Alvarado Influent Valve Box and the Headworks Valve Box.
Centrifuge Building Improvements	This project will replace the horizontal and inclined conveyors in the Centrifuge Building.
Centrifuge Replacement	This project will replace the centrifuges in the Centrifuge Building.
Centrifuge System Equipment Replacement	This project will replace pumps, conveyors, piping, and electrical equipment in the Centrifuge Building.
Cogen Engine No. 1 60K Block Replacement	This project will replace the engine block after the current engine block on Cogen No. 1 has operated for 60,000 hours.
Cogen Engine No. 2 60K Block Replacement	This project will replace the engine block after the current engine block on Cogen No. 2 has operated for 60,000 hours.
Cogen Retrofit	This project will install the Selective Catalytic Reduction emissions control system for the cogen units when the Bay Area Air Quality Management District's permit reduces the nitrogen oxide emissions limit.
Control Box No. 1 Improvements	This project will rehabilitate or replace structural and mechanical components at Control Box No. 1, Headworks Valve Box, Maintenance Shop Building chemical storage area, and Odor Control Building chemical storage area.
Degritter Building Roof (Seismic) Replacement	This project will replace the precast concrete roof panels of the Degritter Building to address seismic deficiencies identified in the 2016 Seismic Study.
Degritting at Headworks and Improvements	This project will construct new degritting equipment to remove grit from the influent wastewater at the Headworks Building.
Diffuser Replacement	This is a budget placeholder to replace the aeration diffusers in the aeration basins.
Digester Additional Capacity	This is a budget placeholder for a project to construct additional primary digesters before the plant's solids process capacity is exceeded.
Digester No. 1 Insp & Rehab	This project will conduct a condition assessment and rehabilitate Primary Digester No. 1 and its associated equipment, piping, and valves.

Digester No. 2 Insp & Rehab	This project will conduct a condition assessment and rehabilitate Primary Digester No. 2 and its associated equipment, piping, and valves.
Digester No. 3 Insp & Rehab	This project will conduct a condition assessment and rehabilitate Primary Digester No. 3 and its associated equipment, piping, and valves.
Digester No. 4 Insp & Rehab	This project will conduct a condition assessment and rehabilitate Primary Digester No. 4 and its associated equipment, piping, and valves.
Digester No. 5 Insp & Rehab	This project will conduct a condition assessment and rehabilitate Primary Digester No. 5 and its associated equipment, piping, and valves.
Digester No. 6 Insp & Rehab	This project will conduct a condition assessment and rehabilitate Primary Digester No. 6 and its associated equipment, piping, and valves.
Digester No. 7	This project will construct new Primary Digester No. 7, hot water boiler, and iron salt chemical storage and feed system.
Digester No. 7 Insp & Rehab	This project will conduct a condition assessment and rehabilitate Primary Digester No. 7 and its associated equipment, piping, and valves.
Emergency Outfall Outlet Improvements	This project will replace a portion of the final effluent discharge piping system at the Old Alameda Creek and construct a redundant pipeline and a new concrete apron around the final effluent discharge opening at the Creek.
ETSU - 1A - Aeration Basin Modifications	This project will modify Aeration Basins 1 through 7 to improve the plant's activated sludge system.
ETSU - 1A - Aeration Basin No. 8	This project will construct new Aeration Basin 8 to increase the plant's activated sludge system's capacity.
ETSU - 1A - Aeration Internal Lift Pumps	This project will replace the three carbon steel lift pumps at Lift Station 2.
ETSU - 1A - Blower 7-10 Replacement	This project will replace Blowers 7 through 10 with high speed aeration blowers.
ETSU - 1A - Plant 12kV Switchgear	This project will construct a new 12,000-volt utility switchgear located near the Veasy Street entrance.
ETSU - 1B - Effluent Facilities	This project will replace the chlorine contact tank, final effluent pump station, and reclaimed water pump station.
ETSU - 1B - Secondary Clarifiers	This project will construct four new secondary clarifiers.
ETSU - 1B - Switchboard 4 Replacement	This project will replace 480-volt Switchboard 4.
ETSU - 1C - Plant Equalization Storage	This project will construct primary effluent equalization storage at the existing Secondary Clarifiers 1 through 4 structures.
ETSU - 2 - Nutrient Removal (Level 2 Year-round)	This project will construct the Phase 2 of the Enhanced Treatment and Site Upgrade Program's projects to provide nutrient removal that meets BACWA Level 2 limits year-round.
Flares Replacement	This project will replace the digester gas flare system when the Bay Area Air Quality Management District requires the flares shall meet the latest emissions limits.
Headworks Gates	This project will replace the gates and actuators in the Headworks Building.
Headworks Screens Replacement	This project will replace the two mechanical screens and one manual bar rack with three new mechanical screens.
MCC Replacement	This project will replace electrical motor control centers that have reached the end of their useful life.

Miscellaneous Improvements	This project will rehabilitate or replace miscellaneous structural and electrical improvements at various facilities at the plant.
Odor Scrubber System Improvements	This project will replace the odor control systems at the Headworks Building, Primary Clarifiers 1 through 4 Building, Alvarado Influent Pump Station, Centrifuge Building, WAS Thickening Building, Gravity Thickeners, and Degritter Building.
Plant 1 and 2 Water System Improvements	This project will construct a booster pump station to improve the capacity and pressure of the plant's 1 and 2 water systems.
Plant 12kV Switchgear	This project will replace the plant's existing 12,000-Volt utility switchgear located in the Main Electrical Building.
Plant 5kV Switchgear	This project will replace the plant's 4,160-volt switchgear located in the Main Electrical Building.
Plant Additional Power Source	This is a budget placeholder for a project to install a secondary electrical feed from PG&E to accommodate higher power demand at the plant.
Plant Asset Condition Assessment R&R	These are budget placeholders for replacing equipment at the plant based on recommendations from the 2018 Plant Asset Condition Assessment Study, and any subsequent updates.
Plant Fiber Optic Network	These are budget placeholders for construction of underground communication duct banks to provide a route for the plant's fiber optic communication infrastructure.
Plant Mechanical and Electrical Projects	These are budget placeholders for the mechanical and electrical assets at the plant.
PLC Replacement	These are budget placeholders to replace the processor modules in the plant's programmable logic controllers located at all process areas.
Primary Clarifier (1 - 4) Seismic Upgrade	This project will upgrade the Primary Clarifiers 1 through 4 Building's structure to address seismic deficiencies identified in the 2016 Seismic Study.
Primary Clarifier Rehab (5-6)	This project will replace the clarifier mechanisms, modify the ventilation system, and rehabilitate the structural components of the Primary Clarifiers 5 and 6 Building, including Sludge Pump Room 3.
Reclaimed Water	This budget placeholder is for the construction of a reclaimed water fill station and other reclaimed water projects that could be developed in the future.
Secondary Digester No. 1 Insp & Rehab	This project will conduct a condition assessment and rehabilitate Secondary Digester No. 1 and its associated equipment, piping, and valves.
Secondary Digester No. 2 Insp & Rehab	This project will conduct a condition assessment and rehabilitate Secondary Digester No. 2 and its associated equipment, piping, and valves.
Seismic Retrofit of Conc. Structures	These are budget placeholders for the seismic retrofit of concrete structures at the plant.
Sodium Hypochlorite Loop Improvements	This project will replace portions of the sodium hypochlorite piping system for the odor control system and the process disinfection process.
Standby Power Generation System Upgrade	This project will replace the plant's standby generators, Substation 2, and the Odor Control Building's switchgear.
Standby Power Generator No. 4	This project will install a fourth standby generator in the new Standby Power Building if the plant's power demand increases.

Switchboard 3 and MCC 25 Replacement	This project will replace Switchboard 3 and Motor Control Center (MCC) 25 located in the Main Electrical Building.
Thickeners 1 and 2 Rehabilitation	This project will replace the thickener mechanism and rehabilitate the concrete at Thickeners 1 and 2.
Thickeners 3 and 4 Rehabilitation	This project will replace the thickener mechanism and rehabilitate the concrete at Thickeners 3 and 4.
WAS Thickeners	This project will replace the gravity belt thickeners, pumps, motor control center, and programmable logic controller in the WAS Thickener Building.
Waste Recycling and Alternative Energy	This budget placeholder is a project to construct a waste recycling project and/or alternative energy project.

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ABOUT USD



Easterly Aeration Basins (looking north)

About USD

Union Sanitary District (USD) is a California Independent Special District. USD was formed in 1918 to protect public health and the environment by providing the services of collecting, treating, and disposing of wastewater from residences, businesses and industries. We're proud to deliver this very complex, highly-regulated service to the communities we serve.

In our founding year of 1918, USD's boundaries encompassed 3,300 acres in what was known as Southern Alameda County. The area was primarily farm and ranch land well into the twentieth century, and septic tanks were typically used for wastewater disposal.

Today, USD's service area covers over 60 square miles (about 38,400 acres) and serves over 355,000 residents in the cities of Fremont, Newark, and Union City, with over 113,000 residential, commercial, and industrial connections. Total flow to our Alvarado Treatment Plant in Union City was over 8.3 billion gallons in 2021, and averages between 22 and 24 million gallons every day with a permitted capacity of up to 33 million gallons per day.

USD is a member of the East Bay Discharge Authority (EBDA). Founded in 1974, EBDA is a five-member Joint Powers Authority (JPA) formed to plan, design, construct, and operate regional facilities to collect, transport and discharge treated effluent to deep waters of San Francisco Bay. Treated effluent from the District's Alvarado Wastewater Treatment Plant is pumped to the EBDA System and discharged into the Bay southwest of Oakland International Airport. Frequent testing of the treated wastewater confirms compliance with regional permit requirements. The other member agencies are Castro Valley Sanitary District, Oro Loma Sanitary District, City of Hayward, and City of San Leandro.

The Communities We Serve

The District provides wastewater collection, treatment and disposal services to the residents and businesses of the cities of Fremont, Newark, and Union City, commonly referred to as the Tri-City Area, with a combined population of over 355,000. Information obtained from each city is presented below.

The City of Fremont

Located on the southeast side of the San Francisco Bay, Fremont is a city of over 234,000 people and 76,000 households, with an area of 92-square miles. Fremont remains the fourth most populous city in the Bay Area and California's 16th largest city. With its moderate climate and its proximity to major universities, shopping areas, recreation and cultural activities, employment centers, major airports, and the Bay Area Rapid Transit system, Fremont captures metropolitan living at its best.

Fremont is conveniently served by Interstates 680 and 880, as well as rail transport lines including Altamont Commuter Express (ACE), Amtrak Capitol Corridor, and the Bay Area Rapid Transit (BART) system. Fremont also has easy access to the San Jose Airport, Oakland Airport, San Francisco Airport,

and the Port of Oakland. Fremont is home to a broad variety of innovative firms including over 1,200 high tech, life science, and clean technology firms. The city has a broad range of quality, affordable business locations; a superior workforce; and a wide variety of tax benefits and incentive programs for businesses.

Fremont is one of the most ethnically and culturally diverse cities in the Bay Area. Residents are attracted to Fremont for its nationally recognized high-ranking public schools, its numerous well-kept parks, and a variety of recreational amenities, including beautiful Lake Elizabeth, Central Park, and Mission San José (California's 14th mission). Fremont is described as a wonderful community to live, work, and play.

The City of Newark

Newark has an area of 14 square miles, a population of over 48,000. Newark was incorporated in 1955 and is located 35 miles south of San Francisco and next to many high-tech hubs, including easy access to highways 880, 580, 680, and the Dumbarton Corridor. This makes Newark an ideal location to live or do business. Newark has evolved throughout the years from its days enriched in agriculture, manufacturing, and railroad to today's expansion of high-tech, biotech, and the health sciences.

Although Newark has grown significantly, it still manages to keep a small, hometown community charm which is what citizens say they love about the city. The City of Newark has a wide variety of programs and services to meet the community's needs.

The City of Union City

Union City is 18 square miles in area, boasting a diverse and unified people, excellent educational institutions, unsurpassed quality of life, strong economy, and world-renowned location in The San Francisco Bay Area. Incorporated in 1959, the city proudly maintains a small-town feel despite being in the center of the Bay Area, with San Francisco and Silicon Valley just minutes away. Union City has grown into an ethnically diverse community of over 73,000 residents, and the highly regarded New Haven Unified School District serves about 13,000 K-12 students. The community offers a variety of housing, with affordable and upscale homes available in many charming neighborhoods throughout the city. The transit-oriented Station District, located around the Union City BART station, boasts housing and business development opportunities with easy, convenient access to major public transit running throughout the Bay Area. Union City also offers 33 wonderful parks, sports fields, community centers, and a variety of recreation programs and social services for residents of all ages. Region-wide, the Tri-City area is experiencing significant impacts as a result of Covid-19.

SERVICE AREA MAP



BUDGET DOCUMENT & PROCESS



Air Piping System for Aeration Basins 5 Through 7

BUDGET PROCESS

The fiscal year budget is one of the most important documents prepared by the District. Through the process of planning and preparing the budget, the District is given the opportunity to determine how best to utilize its resources for the coming fiscal year. The budget document also provides direction for management and staff on a number of fiscal issues.

Union Sanitary District adopts an annual budget. The budget document contains information on revenues and expenditure appropriations for the Fiscal Year beginning July 1 and ending June 30. In addition to the operating budget, the Board adopts an annual Capital Improvement Plan (CIP), which is part of a larger 20 year plan. These projects become an integral part of the proposed operating/capital budget.

The budget is prepared in accordance with fiscal policies/guidelines and objectives as established by the Board in Policy #2015. The time frames provided in the budget calendar reflect early involvement of District staff and the Board in review and discussion of policy direction, goals and objectives concurrent with development of financial projections and service level requirements. With this approach, the necessary components that guide the process are incorporated into the proposed budget prior to formal submission to the Board. Readers may be interested to know that all appropriations, excluding Capital Projects, lapse at year-end. This means that this budget only contains new appropriations for the Fiscal Year.

Key budget dates are shown below:

Date	Process
Early January 2022	Budget discussions begin with all departments including FY 21/22 midyear and year end projections
March 7, 2022	Midyear presentation to Board with discussions on FY 22/23 budget drivers
May 10, 2022	Budget workshop held with Board
May 23, 2022	Presentation of the FY 22/23 proposed budget to the Board
June 27, 2022	Adoption of the FY 22/23 budget by the Board

BUDGET REPORTING

For budgetary reporting purposes, Union Sanitary District uses the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recognized when they become measurable and available. “Measurable” means the amount of the transaction can be determined and “available” means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. Expenditures are recognized in the accounting period in which the liability is incurred. Non-cash expense items such as depreciation expense for fixed assets and accrued compensated absences are excluded from the budget. Principal payments for District debt are included in the budget.

The District operates under two funds for budgetary purposes. Those funds are:

Sewer Service Fund – This fund accounts for the general operations, maintenance, and administration of Union Sanitary District. For purposes of internal accounting only, the District maintains separate funds within the Sewer Service Fund to track revenue and expenditures as they relate to operations; special projects; Other Post-Employment Benefits (OPEB); 115 Pension Trust contributions; vehicle, equipment, and information systems acquisitions; and maintenance of plant, pump, and structural components.

Capacity Fund – This fund accounts for capacity related fees collected by the District and their related expenditures. Capacity fees are charged by the District to assure that development customers that connect to the system pay their proportional share of the sewer and treatment plant required to convey and treat their wastewater. Sewer capacity charges are governed by California Government Code Section 66013.

FINANCIAL STATEMENT REPORTING

The District operates as a proprietary fund-type and uses the modified accrual basis of accounting. All proprietary fund-types are accounted for on a flow of economic resources measurement focus. Under this measurement focus, all assets and liabilities associated with the operation of these funds are included on the statement of net position. Where appropriate, net total assets (i.e. fund equity) are segregated into contributed capital and retained earnings. Proprietary fund-type operating statements present increases (revenues) and decreases (expenses) in net position.

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OTHER INFORMATION



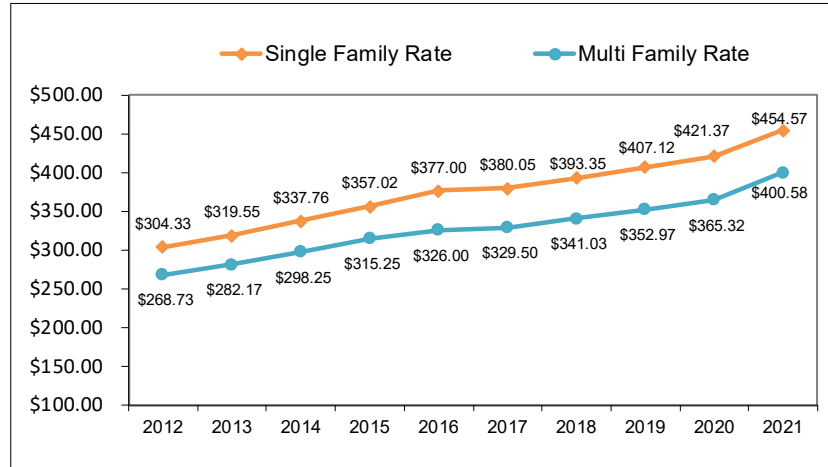
Secondary Clarifiers

UNION SANITARY DISTRICT

Current and Historical Fees As of June 30, 2021 Last Ten Years

Sewer Service Charge Rates

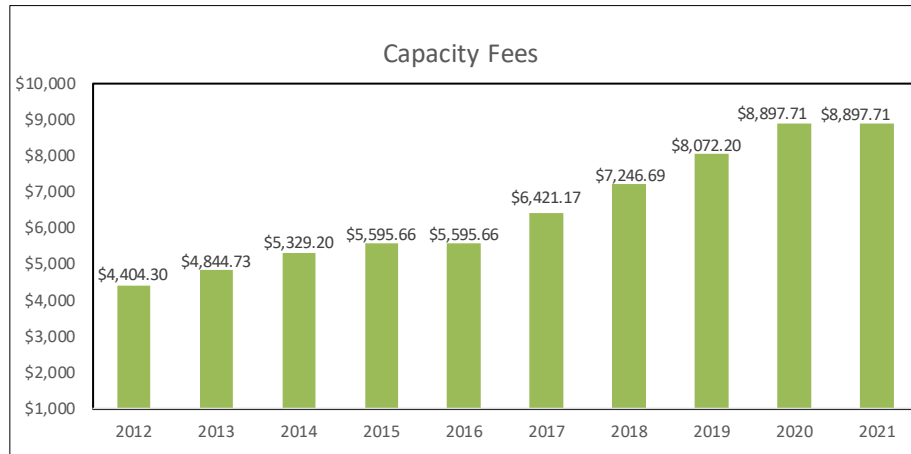
	Single Family Rate	Multi - Family Rate	Single Family Rate Percentage Change
2021	\$454.57	\$400.58	7.9%
2020	\$421.37	\$365.32	3.5%
2019	\$407.12	\$352.97	3.5%
2018	\$393.35	\$341.03	3.5%
2017	\$380.05	\$329.50	1.0%
2016	\$377.00	\$326.00	5.6%
2015	\$357.02	\$315.25	5.7%
2014	\$337.76	\$298.25	5.7%
2013	\$319.55	\$282.17	5.0%
2012	\$304.33	\$268.73	5.0%



The fees above are for residential units. A property with multiple housing units such as an apartment complex is charged \$400.58 for each dwelling unit on the property. Fees for commercial and industrial customers are based on the volume and strength of the wastewater being treated.

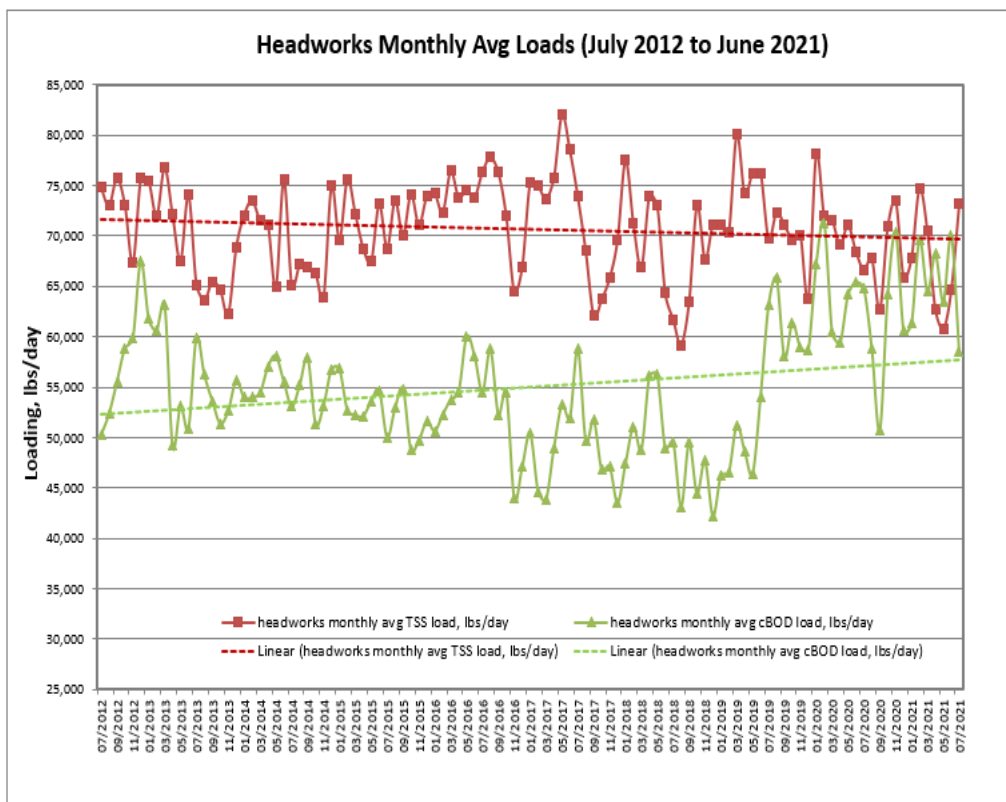
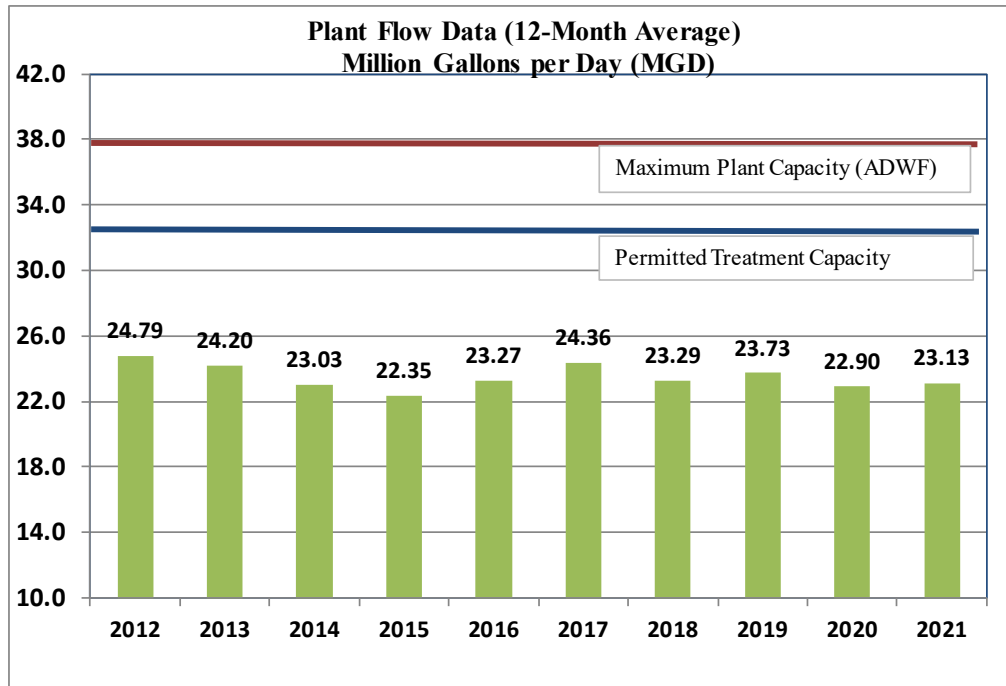
Capacity Fee Rates

		Percentage Change
2021	\$8,897.71	0.0%
2020	8,897.71	10.2%
2019	8,072.20	11.4%
2018	7,246.69	12.9%
2017	6,421.17	14.8%
2016	5,595.66	0.0%
2015	5,595.66	5.0%
2014	5,329.20	10.0%
2013	4,844.73	10.0%
2012	4,404.30	10.0%



The capacity fees shown are per dwelling unit. Other categories such as restaurants, warehouses, and mixed-use commercial facilities are based on square footage and other factors as per the Capacity Fee Ordinance.

UNION SANITARY DISTRICT
Operating Indicators by Function/Program
Average Daily Flow



Source: USD Treatment and Disposal Work Group

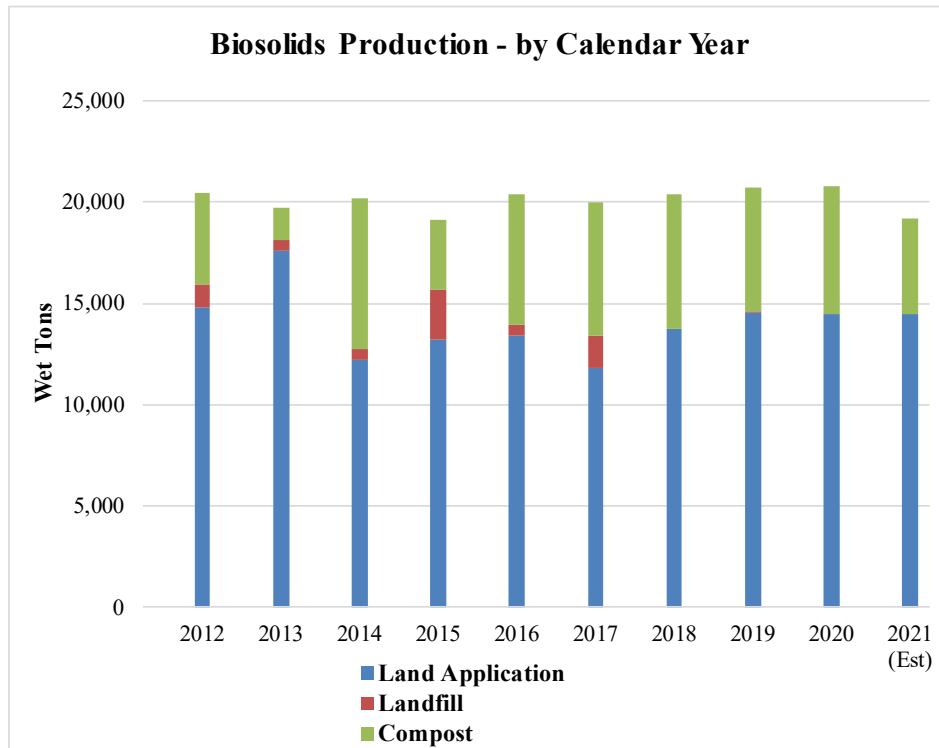
UNION SANITARY DISTRICT

Operating Indicators - Biosolids Last Ten Calendar Years

Function/Program

Biosolids

	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021 (Est)
Land Application	14,770	17,597	12,212	13,212	13,395	11,784	13,733	14,529	14,452	14,451
Landfill	1,187	501	545	2,450	563	1,624	0	72	0	0
Compost	4,501	1,642	7,414	3,470	6,399	6,584	6,615	6,103	6,342	4,722
Total (in Wet Tons)	20,458	19,741	20,171	19,132	20,357	19,992	20,347	20,704	20,793	19,173



UNION SANITARY DISTRICT

Full-time Equivalent District Employees by Function/Program Last 10 Fiscal Years

Function/Program	2021	2020	2019	2018	2017	2016	2015	2014	2013	2012
System Operations and Maint (CS Support, FMC, T&D, WHSE)	54.45	53.45	54.45	55.45	52.45	53.45	53.45	50.45	51.45	51.45
Engineering and construction (CIP, ETSU)	13.00	11.00	9.00	8.00	9.00	10.00	8.00	8.00	7.00	8.00
Collections System Maintenance (CS)	25.00	26.00	25.00	25.00	25.00	25.00	23.00	23.00	24.00	22.00
Office of the General Manager (GM)	2.00	2.00	2.00	2.00	2.00	2.00	3.00	1.00	2.00	3.00
Finance (FAST)	5.00	5.00	6.00	5.00	3.00	5.00	5.00	5.00	5.00	5.00
Information systems (IT)	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00
Administration Dept (Adm Specialist, Purchasing, non-HR OST)	14.00	15.00	12.00	13.00	13.00	14.00	13.00	14.00	15.00	14.00
Customer and community services (Rest of TS)	20.00	20.00	21.00	21.00	20.00	20.00	18.00	19.00	19.00	19.00
Human resources (HR)	2.00	2.00	2.00	2.00	2.00	2.00	3.00	3.00	3.00	3.00
Total # of Employees	140.45	139.45	136.45	136.45	131.45	136.45	131.45	128.45	131.45	130.45
Average years of service of employees as of June 30:	10.76	10.20	10.20	10.41	10.60	10.54	11.25	11.97	11.70	12.25

CIP = Capital Improvements Projects Team
 ETSU = Enhanced Treatment & Site Upgrade
 FAST = Finance & Acquisition Services Team
 FMC = Fabrication, Maintenance and Construction
 OST = Organizational Support Team
 T&D = Treatment & Disposal Work Group
 TS = Technical Services Work Group

UNION SANITARY DISTRICT
Ten Principal Industrial Rate Payers by Levy
June 30, 2021

Rate Payer	2020-21			Rate Payer	2019-20		
	Total Annual Billing	Rank	% of Total Annual Billings		Total Annual Billing	Rank	% of Total Annual Billings
Tesla	\$1,176,212	1	1.89%	Tesla	\$1,381,023	1	2.29%
Mission Linen Supply	243,523	2	0.39%	Washington Hospital	314,394	2	0.52%
Western Digital	224,028	3	0.36%	US Pipe	244,663	3	0.41%
Washington Hospital	213,400	4	0.34%	Western Digital	187,814	4	0.31%
Ranch 99/Warm Springs Shopping Center	213,196	5	0.34%	Ranch 99/Warm Springs Shopping Center	161,740	5	0.27%
Union Square Shopping Center	212,278	6	0.34%	Union Square Shopping Center/ Market Place	161,271	6	0.27%
Lam Research	204,684	7	0.33%	Lam Research	160,087	7	0.27%
US Pipe	194,164	8	0.31%	Ranch 99/Newark	148,835	8	0.25%
Ranch 99/Newark	181,779	9	0.29%	Marriott Hotel	133,716	9	0.22%
Boehringer Ingeheim	168,826	10	0.27%	Sterling Foods	127,508	10	0.21%
Total annual billing largest ten:	<u>\$3,032,089</u>		<u>4.88%</u>	Total annual billing largest ten:	<u>\$3,021,050</u>		<u>5.02%</u>
Total ALL annual billings	<u>\$62,142,806</u>			Total ALL annual billings	<u>\$60,216,149</u>		

Rate Payer	2018-19			Rate Payer	2017-18		
	Total Annual Billing	Rank	% of Total Annual Billings		Total Annual Billing	Rank	% of Total Annual Billings
Tesla	\$1,228,862	1	2.14%	Tesla	\$817,848	1	1.51%
Washington Hospital	221,799	2	0.39%	Western Digital	141,806	2	0.26%
US Pipe	216,296	3	0.38%	Solar City	172,276	3	0.32%
Western Digital	174,219	4	0.30%	US Pipe	135,774	4	0.25%
Ranch 99/Warm Springs Shopping Center	157,421	5	0.27%	Seagate Magnetics	156,718	5	0.29%
Ranch 99/Newark	152,401	6	0.27%	Lam Research	122,934	6	0.23%
Marriott Hotel	141,572	7	0.25%	Washington Hospital	173,057	7	0.32%
Union Square Shopping Center	138,482	8	0.24%	Kaiser Hospital	106,337	8	0.20%
Lam Research	125,330	9	0.22%	Boehringer Ingeheim	87,678	9	0.16%
Gateway Plaza Shopping Center	125,202	10	0.22%	Seagate Technology #3	69,384	10	0.13%
Total annual billing largest ten:	<u>\$2,681,584</u>		<u>4.68%</u>	Total annual billing largest ten:	<u>\$1,983,813</u>		<u>3.66%</u>
Total ALL annual billings	<u>\$57,330,651</u>			Total ALL annual billings	<u>\$54,260,096</u>		

Rate Payer	2016-17			Rate Payer	2015-16		
	Total Annual Billing	Rank	% of Total Annual Billings		Total Annual Billing	Rank	% of Total Annual Billings
Tesla	\$1,141,868	1	2.18%	Tesla	\$469,466	1	0.94%
Washington Hospital	206,132	2	0.39%	Western Digital	218,616	2	0.44%
Western Digital	176,435	3	0.34%	Seagate Technology #3	152,100	3	0.30%
Ranch 99/Warm Springs Shopping Center	161,772	4	0.31%	Washington Hospital	147,910	4	0.30%
Marriott Hotel	142,229	5	0.27%	US Pipe	123,218	5	0.25%
Ranch 99/Newark	133,807	6	0.26%	Marriott Hotel	119,716	6	0.24%
US Pipe	130,685	7	0.25%	Kaiser Hospital	118,369	7	0.24%
Kaiser Hospital	125,907	8	0.24%	Ranch 99/Warm Springs Shopping Center	115,458	8	0.23%
Gateway Plaza	124,269	9	0.24%	Pacific Commons (Area 4-Asian Pearl, Kinder:	112,498	9	0.22%
Pacific Commons (Area 4-Asian Pearl, Kinder:	119,920	10	0.23%	Pacific Commons (Kohls/Old Navy Area)	108,358	10	0.22%
Total annual billing largest ten:	<u>\$2,463,022</u>		<u>4.70%</u>	Total annual billing largest ten:	<u>\$1,685,708</u>		<u>3.36%</u>
Total ALL annual billings	<u>\$52,384,709</u>			Total ALL annual billings	<u>\$50,112,564</u>		

UNION SANITARY DISTRICT

Miscellaneous Statistics

6/30/2021

Governing Body:	Elected 5-Member Board of Directors Fremont - 3 Members Newark - 1 Member Union City - 1 Member
Governmental Structure:	Established in 1918 and reorganized in 1923 under the Sanitary District Act
Staff:	140.45 full-time equivalent employees
CEO:	General Manager
CFO:	Business Services Manager
Authority:	California Health and Safety Code Section 4700 et. Seq.
Services:	Wastewater collection, treatment and disposal
Service Area:	60.2 square miles (Annexed areas - Fremont, Newark and Union City)
Total Population Served:	355,877
Number of Parcels	101,456 (90,442 Residential; 3,116 Non-Residential; 7,907 Other (vacant land))
Operations:	Total miles of pipeline - 839, including the force main and all gravity sewers (including trunk mains) Number of pumping stations - 7 Larger: Irvington, Newark, Alvarado Smaller: Fremont, Boyce, Paseo Padre, Cherry Street
Permitted Plant Treatment Capacity (ADWF)	33 million gallons per day (mgd)
Type of Treatment:	Secondary
Sewer Service Charge:	\$454.57 annually per single family residential dwelling unit

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APPENDIX



Digester 7

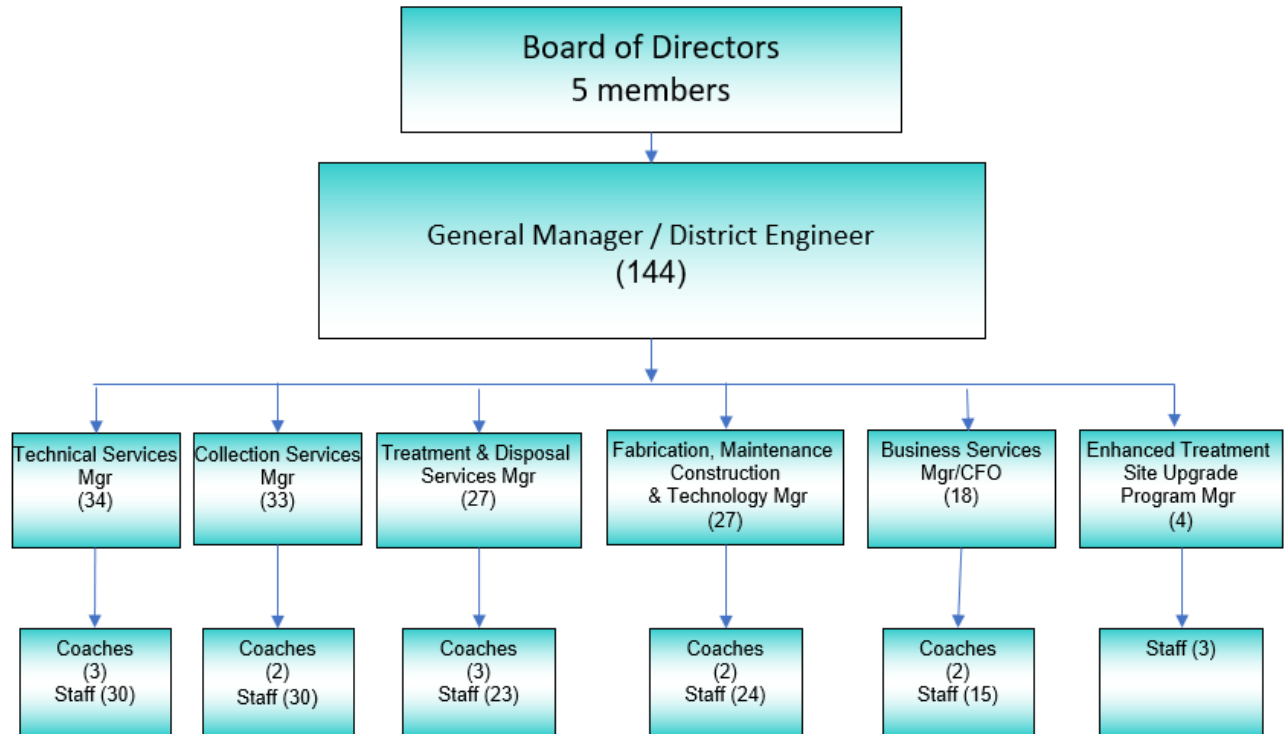
Principal Officials

Board Member	Position	City Represented	Year Elected	Term Expires
Pat Kite	President	Newark, Ward 2	1991	2024
Anjali Lathi	Vice President	Fremont, Ward 3	2002	2024
Manny Fernandez	Secretary	Union City, Ward 1	2011	2024
Tom Handley	Director	Fremont, Ward 3	2007	2022
Jennifer Toy	Director	Fremont, Ward 3	1998	2022

Staff

Paul Eldredge	General Manager/District Engineer
Armando Lopez	Treatment & Disposal Services Manager
Robert Simonich	Maintenance & Technology Services Manager
Mark Carlson	Business Services Manager/Chief Financial Officer
Raymond Chau	Technical Services Manager
Jose Rodrigues	Collection Services Manager

Karen W. Murphy - General Counsel





VISION/MISSION STATEMENT

April 10, 2017

To safely and responsibly collect and treat wastewater, and to recover resources from process waste streams, while protecting human health and improving the environment in a way that benefits the Tri-Cities and all USD stakeholders.

How we continue to accomplish our Vision:

Commitment to safety:

- Continually reviewing our safety program for opportunities to improve
- Focusing on protecting employees and the community in all our activities
- Allocating resources to ensure safe operations (equipment, training, staff)
- Collaboratively promoting a safe work environment

Responsibility:

- Being accountable for our actions and decisions
- Being fiscally prudent
- Maintaining and upgrading infrastructure
- Anticipating and meeting future District and stakeholder needs
- Compliance with laws and regulations (local, state, federal)
- Effective asset management
- Effective use of technology
- Looking for innovative ways to reduce or reuse our waste streams

Collect, treat, and recover/reuse wastewater:

- Providing capacity in the collection system and plant
- Regulating connections
- Increasing efforts for resource recovery (biogas, biosolids, etc.)
- Exploring ways to maximize water reclamation and reuse potential

Human health and environmental stewardship

- Preventing sewer spills and back-ups
- Limiting health risks through treatment of wastewater
- Responding to emergencies
- Enhancing water quality in the San Francisco Bay estuary
- Meeting or exceeding all water and air quality standards
- Promoting pollution prevention and pretreatment through outreach and educational programs
- Maximizing use of green energy sources when feasible
- Working towards energy neutrality



VISION/MISSION STATEMENT

April 10, 2017

We benefit our stakeholders by:

Community

- Complying with all local, state, and federal regulations, protecting the environment and controlling odors
- Communicating with the public and bringing awareness about wastewater issues
- Responding to emergencies and providing mutual aid
- Participating in community outreach activities
- Contributing to the wastewater treatment profession by participating in professional associations, partnering with other agencies and organizations, and sharing best practices
- Working cooperatively with cities and other government agencies

Customer

- Providing award-winning, reliable service
- Being fiscally responsible and cost effective, and providing value
- Promptly responding to customers' needs
- Being professional and courteous
- Proactively and creatively meeting customer needs
- Supporting businesses through permitting, education and by providing capacity

Employees

- Providing a safe work environment
- Recognizing employee contributions
- Encouraging cooperation and collaboration
- Demonstrating equality and fairness
- Valuing employee input, and offering opportunities for involvement and creativity
- Providing training and resources
- Providing competitive wages and benefits in a stable work environment
- Communicating and sharing information openly and honestly

Union Sanitary District 20-Year CIP
FY 2023 - FY2042
(All Figures x \$1,000)

Fund	%	Rank	Status	Project Name	Total Project Budget	Spent in Prior Years	FY 23	FY 24	FY 25	FY 26	FY 27	FY 28	FY 29	FY 30	FY 31	FY 32	10-Year Total	FY 33	FY 34	FY 35	FY 36	FY 37	FY 38	FY 39	FY 40	FY 41	FY 42	20-Year Total					
ADMINISTRATIVE FACILITIES																																	
800		3		Additional CS (Vehicle) Storage								250					250											250					
800		2	Constr	Cathodic Protection Improvements	760	738	22	500		300		320		342		365	1,849		389		415		443		473		504	4,073					
800		1	Constr	ETSU - 1A - Campus Building	94,062	4,854	36,600	52,608											89,208											89,208			
800		1	Program	Field Ops Bldg. Sesmic Upgrade and Leak Repairs	5,550	0	300	340	3,437	1,473											5,550											5,550	
800		3		FMC Storage			300															300											300
800		3		Plant Paving								750		200		200	1,150		200		200		200		200		200	2,150					
800		2		Radio Repeater Antenna Replacement								150										150											150
800	50	3		Solar Panels/Inverters Replacement at Alvarado																		0	185										185
900	50	3		Solar Panels/Inverters Replacement at Alvarado																		0	185										185
800	50	2		Solar Panels/Inverters Replacement at Carport	50	0	50										335					385						139					524
900	50	2		Solar Panels/Inverters Replacement at Carport	50	0	50										335					385						139					524
800	50	2	Des/Constr	Solar Panels/Inverters Replacement at Irvington	150	0	150										916					1,066											1,066
900	50	2	Des/Constr	Solar Panels/Inverters Replacement at Irvington	150	0	150										916					1,066											1,066
Total for ADMINISTRATIVE FACILITIES					100,772	5,592	37,222	53,748	3,537	1,773	0	1,070	400	542	670	2,397	101,359	0	959	0	615	0	643	0	673	278	704	105,231					
Total Priority 1 Administrative Facilities					99,612	4,854	36,900	52,948	3,437	1,473	0	0	0	0	0	0	94,758	0	0	0	0	0	0	0	0	0	0	94,758					
Total Priority 2 Administrative Facilities					1,160	738	322	500	100	300	0	320	150	342	670	2,197	4,901	0	389	0	415	0	443	0	473	278	504	7,403					
Total Priority 3 Administrative Facilities					0	0	0	300	0	0	0	750	250	200	0	200	1,700	0	570	0	200	0	200	0	200	0	200	3,070					
Total Fund 800 - Administrative Facilities					100,572	5,592	37,072	53,748	3,487	1,773	0	1,070	400	542	335	1,481	99,908	0	774	0	615	0	643	0	673	139	704	103,456					
Total Fund 900 - Administrative Facilities					200	0	150	0	50	0	0	0	0	0	335	916	1,451	0	185	0	0	0	0	0	0	139	0	1,775					

Fund	%	Rank	Status	Project Name	Total Project Budget	Spent in Prior Years	FY 23	FY 24	FY 25	FY 26	FY 27	FY 28	FY 29	FY 30	FY 31	FY 32	10-Year Total	FY 33	FY 34	FY 35	FY 36	FY 37	FY 38	FY 39	FY 40	FY 41	FY 42	20-Year Total						
COLLECTION SYSTEM																																		
800		2		Cast Iron/Pipe Lining			570					607	648					692	2,517	738		788		841	897			957	6,738					
800		1	Design	Central Avenue Sanitary Sewer Relocation	1,400	0	100	1,300											1,400											1,400				
800		2	Constr	FY 21 Cast Iron/Piping Lining	335	318	17											17											17					
800		2	Des/Constr	FY 23 Cast Iron/Piping Lining	530	0	530											530											530					
800		2	Constr	Gravity Sewer Rehab/Replacement	796	766	30	1,708					1,823	1,945	2,075					2,215	9,796	2,363			2,522	2,691	2,871			3,064	23,307			
800		1		RCP Sewer Rehab (Alvarado Basin)			200					2,200	2,500										4,900											4,900

Union Sanitary District 20-Year CIP
FY 2023 - FY2042
(All Figures x \$1,000)

Fund	%	Rank	Status	Project Name	Total Project Budget	Spent in Prior Years	FY 23	FY 24	FY 25	FY 26	FY 27	FY 28	FY 29	FY 30	FY 31	FY 32	10-Year Total	FY 33	FY 34	FY 35	FY 36	FY 37	FY 38	FY 39	FY 40	FY 41	FY 42	20-Year Total
800		1	Constr	RCP Sewer Rehab (Irvington Basin)	6,025	825	5,200						250	2,200	2,550		10,200											10,200
800		1		RCP Sewer Rehab (Newark Basin)						250		2,200	2,550			5,000												5,000
Total for COLLECTION SYSTEM					9,086	1,909	5,877	3,008	770	4,023	3,357	4,145	3,448	4,275	3,242	2,215	34,360	738	2,363	788	2,522	841	2,691	897	2,871	957	3,064	52,092
Total Priority 1 Collection System					7,425	825	5,300	1,300	200	2,200	2,750	2,200	2,800	2,200	2,550	0	21,500	0	0	0	0	0	0	0	0	0	0	21,500
Total Priority 2 Collection System					1,661	1,084	577	1,708	570	1,823	607	1,945	648	2,075	692	2,215	12,860	738	2,363	788	2,522	841	2,691	897	2,871	957	3,064	30,592
Total Priority 3 Collection System					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Fund 800 - Collection System					9,086	1,909	5,877	3,008	770	4,023	3,357	4,145	3,448	4,275	3,242	2,215	34,360	738	2,363	788	2,522	841	2,691	897	2,871	957	3,064	52,092
Total Fund 900 - Collection System					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Fund	%	Rank	Status	Project Name	Total Project Budget	Spent in Prior Years	FY 23	FY 24	FY 25	FY 26	FY 27	FY 28	FY 29	FY 30	FY 31	FY 32	10-Year Total	FY 33	FY 34	FY 35	FY 36	FY 37	FY 38	FY 39	FY 40	FY 41	FY 42	20-Year Total
TRANSPORT SYSTEM																												
800	50	2		Alameda Creek Crossing Lift Station													0						768		4,574	5,591		10,933
900	50	2		Alameda Creek Crossing Lift Station													0						768		4,574	5,591		10,933
900		1	Des/Constr	Cherry St. PS	543	105	320	118									438											438
900		2		Equalization Storage @ Newark													0				3,066	9,407	21,951					34,424
800		1	Constr	Forcemain Corrosion Repairs - Phase 3	1,344	144	1,200										1,200											1,200
800		1	Des/Constr	Forcemain Corrosion Repairs - Phase 4	1,400	0	100	1,400									1,500											1,500
800		3		Forcemain Rehabilitation													0						900	12,275	12,275	12,275	12,275	50,000
800	50	2	Constr	Irvington PS Pumps and VFDs	56	6	50			1,147	6,158	2,639					9,994											9,994
900	50	2	Constr	Irvington PS Pumps and VFDs	56	6	50			1,147	6,158	2,639					9,994											9,994
800	45	2	Constr	Newark and Irvington PS Chemical System Improve	4,382	332	1,215	2,430	405								4,050											4,050
900	55	2	Constr	Newark and Irvington PS Chemical System Improve	5,356	406	1,485	2,970	495								4,950											4,950
800	50	2		Newark PS Pumps and VFDs									1,370	5,043	6,163		12,576											12,576
900	50	2		Newark PS Pumps and VFDs									1,370	5,043	6,163		12,576											12,576
800		3		Pump Station Asset Condition Assessment R&R					3,849	929	211			4,549			9,538		96	5,798		5,364			765			21,561
900		2		Sanctuary West Pump Station						1,500	1,500						3,000											3,000
800		3		Transport System Misc. Projects						250	250	250	250	250	250	250	1,750	250	250	250	250	250	250	250	250	250	250	4,250
Total for TRANSPORT SYSTEM					13,137	999	4,420	6,918	4,749	4,973	14,277	5,528	2,990	14,885	12,576	250	71,566	250	346	6,048	3,316	15,021	23,101	14,061	13,290	21,673	23,707	192,379
Total Priority 1 Transport System					3,287	249	1,620	1,518	0	0	0	0	0	0	0	0	3,138	0	0	0	0	0	0	0	0	0	0	3,138

Union Sanitary District 20-Year CIP
FY 2023 - FY2042
(All Figures x \$1,000)

Fund	%	Rank	Status	Project Name	Total Project Budget	Spent in Prior Years	FY 23	FY 24	FY 25	FY 26	FY 27	FY 28	FY 29	FY 30	FY 31	FY 32	10-Year Total	FY 33	FY 34	FY 35	FY 36	FY 37	FY 38	FY 39	FY 40	FY 41	FY 42	20-Year Total									
Total Priority 2 Transport System					9,850	750	2,800	5,400	900	3,794	13,816	5,278	2,740	10,086	12,326	0	57,140	0	0	0	3,066	9,407	21,951	1,536	0	9,148	11,182	113,430									
Total Priority 3 Transport System					0	0	0	0	3,849	1,179	461	250	250	4,799	250	250	11,288	250	346	6,048	250	5,614	1,150	12,525	13,290	12,525	12,525	75,811									
Total Fund 800 - Transport System					7,182	482	2,565	3,830	4,254	2,326	6,619	2,889	1,620	9,842	6,413	250	40,608	250	346	6,048	250	5,614	1,150	13,293	13,290	17,099	18,116	116,064									
Total Fund 900 - Transport System					5,955	517	1,855	3,088	495	2,647	7,658	2,639	1,370	5,043	6,163	0	30,958	0	0	0	3,066	9,407	21,951	768	0	4,574	5,591	76,315									
Fund	%	Rank	Status	Project Name	Total Project Budget	Spent in Prior Years	FY 23	FY 24	FY 25	FY 26	FY 27	FY 28	FY 29	FY 30	FY 31	FY 32	10-Year Total	FY 33	FY 34	FY 35	FY 36	FY 37	FY 38	FY 39	FY 40	FY 41	FY 42	20-Year Total									
TREATMENT PLANT																																					
900		2	Constr	Aeration Blower 11 and East Blower Bldg Improvements	2,270	2,155	115											115																			
800	50	2	Constr	Alvarado Influent PS Improvements	5,633	5,393	240											240																			
900	50	2	Constr	Alvarado Influent PS Improvements	5,633	5,393	240											240																			
800		2		Alvarado Influent Valve Box Gate Valves 1-2				50	500								550																				
800	50	2	Constr	Centrifuge Building Improvements	813	803	10											10																			
900	50	2	Constr	Centrifuge Building Improvements	813	803	10											10																			
800	50	2		Centrifuge Replacement						583	1,325	5,171	2,585				9,664																				
900	50	2		Centrifuge Replacement						583	1,325	5,171	2,585				9,664																				
800		2		Centrifuge System Equipment Replacement						927	1,263	7,666	4,472				14,328																				
800	50	1		Cogen Engine No. 1 60K Block Replacement					525								525	625								750	1,900										
900	50	1		Cogen Engine No. 1 60K Block Replacement					525								525	625								750	1,900										
800	50	1		Cogen Engine No. 2 60K Block Replacement					500								1,075										725	1,800									
900	50	1		Cogen Engine No. 2 60K Block Replacement					500								1,075										725	1,800									
800	50	2		Cogen Retrofit													1,501																				
900	50	2		Cogen Retrofit													1,501																				
800		2		Control Box No. 1 Improvements							622	4,425	1,896				6,943																				
800		2		Degritter Building Roof (Seismic) Replacement													5,443																				
800	50	2		Degritting at Headworks and Improvements							948	5,429	2,327				8,704																				
900	50	2		Degritting at Headworks and Improvements							948	5,429	2,327				8,704																				
800		3		Diffuser Replacement													0			504	781	807						2,092									
900		3		Digester Additional Capacity													0																				
800		2		Digester No. 1 Insp & Rehab						358	1,998	1,332				3,688								732	2,996	2,996	10,412										
800		1		Digester No. 2 Insp & Rehab													0			576	3,318	2,212						6,106									

Union Sanitary District 20-Year CIP
FY 2023 - FY2042
(All Figures x \$1,000)

Fund	%	Rank	Status	Project Name	Total Project Budget	Spent in Prior Years	FY 23	FY 24	FY 25	FY 26	FY 27	FY 28	FY 29	FY 30	FY 31	FY 32	10-Year Total	FY 33	FY 34	FY 35	FY 36	FY 37	FY 38	FY 39	FY 40	FY 41	FY 42	20-Year Total
800		3		Digester No. 3 Insp & Rehab												522	522	3,010	2,007									5,539
800		3		Digester No. 4 Insp & Rehab						430	2,398	1,599					4,427						740	4,267	2,845			12,279
800		3		Digester No. 5 Insp & Rehab									474	2,731	1,820		5,025								553	3,186		8,764
800		3	Design	Digester No. 6 Insp & Rehab	7,050	0	479	2,278	4,571							1,005	8,333	4,109	4,109									16,551
800		3		Digester No. 7 Insp & Rehab													0			1,550	6,341	6,341						14,232
900		1	Constr	Digester No. 7	28,643	28,443	200										200											200
800	50	1	Constr	Emergency Outfall Outlet Improvements	1,256	1,226	30										30											30
900	50	1	Constr	Emergency Outfall Outlet Improvements	1,256	1,226	30										30											30
800	60	1	Constr	ETSU - 1A - Aeration Basin Modifications	46,441	6,965	5,580	11,160	11,460	11,276							39,476											39,476
900	40	1	Constr	ETSU - 1A - Aeration Basin Modifications	30,961	4,643	3,720	7,440	7,640	7,518							26,318											26,318
800	40	1	Constr	ETSU - 1A - Aeration Basin No. 8	10,673	729	3,680	4,880	1,384								9,944											9,944
900	60	1	Constr	ETSU - 1A - Aeration Basin No. 8	16,010	1,094	5,520	7,320	2,076								14,916											14,916
800	60	1	Constr	ETSU - 1A - Aeration Internal Lift Pumps	5,891	268	2,220	1,920	1,483								5,623											5,623
900	40	1	Constr	ETSU - 1A - Aeration Internal Lift Pumps	3,928	179	1,480	1,280	989								3,749											3,749
800	60	1	Constr	ETSU - 1A - Blower 7-10 Replacement	12,041	826	4,260	3,821	2,460	674							11,215											11,215
900	40	1	Constr	ETSU - 1A - Blower 7-10 Replacement	8,027	550	2,840	2,547	1,640	450							7,477											7,477
800		1	Constr	ETSU - 1A - Plant 12kV Switchgear (SWGR-SE)	5,458	470	3,100	1,888									4,988											4,988
800	50	1	Constr	ETSU - 1A - Site Drainage Improvements	4,429	0	2,100	2,329									4,429											4,429
900	50	1	Constr	ETSU - 1A - Site Drainage Improvements	4,429	0	2,100	2,329									4,429											4,429
800	60	1	Design	ETSU - 1B - Secondary Clarifiers	89,877	1,248	1,200	7,500	26,880	30,600	19,546	2,903					88,629											88,629
900	40	1	Design	ETSU - 1B - Secondary Clarifiers	59,918	832	800	5,000	17,920	20,400	13,031	1,935					59,086											59,086
800	60	1	Design	ETSU - 1B - Switchboard 4 Replacement	1,194	0	90	270	834								1,194											1,194
900	40	1	Design	ETSU - 1B - Switchboard 4 Replacement	796	0	60	180	556								796											796
800	60	1	Design	ETSU - 1B - Effluent Facilities	28,943	669	600	2,880	8,520	9,660	5,917	697					28,274											28,274
900	40	1	Design	ETSU - 1B - Effluent Facilities	19,296	446	400	1,920	5,680	6,440	3,945	465					18,850											18,850
800	25	1	Design	ETSU - 1C - Plant Equalization Storage	9,905	0				300	450	7,855	1,300				9,905											9,905
900	75	1	Design	ETSU - 1C - Plant Equalization Storage	29,713	0				900	1,350	23,563	3,900				29,713											29,713
800	50	3		ETSU - 2 - Nutrient Removal (Level 2 Year-round)													0						2,774	11,463	36,329	48,439	36,329	135,334
900	50	3		ETSU - 2 - Nutrient Removal (Level 2 Year-round)													0						2,774	11,463	36,329	48,439	36,329	135,334
800		2		Flares Replacement				706	4,083	1,750							6,539											6,539

Union Sanitary District 20-Year CIP FY 2023 - FY2042 (All Figures x \$1,000)																												
Fund	%	Rank	Status	Project Name	Total Project Budget	Spent in Prior Years	FY 23	FY 24	FY 25	FY 26	FY 27	FY 28	FY 29	FY 30	FY 31	FY 32	10-Year Total	FY 33	FY 34	FY 35	FY 36	FY 37	FY 38	FY 39	FY 40	FY 41	FY 42	20-Year Total
800		2		Headworks Gates										500	3,702		4,202											4,202
800		2		MCC Replacement								50	491				541											541
800		2	Des/Constr	Miscellaneous Improvements	1,900	170	650	1,080									1,730											1,730
800		2		Odor Scrubber System Improvements					631	1,295	5,686	4,823	1,475	370	2,927	1,280	18,487	7,096	4,407	7,572	3,694	3,557	799	6,326				51,938
800		2		Plant 1 and 2 Water System Improvements							105						1,174											1,174
800		2		Plant 5kV Switchgear				379	2,713	1,163							4,255											4,255
800		2		Plant 12kV Switchgear					1,068	4,722	4,722						10,512											10,512
800	50	3		Plant Additional Power Source													0				250		2,000	2,750				5,000
900	50	3		Plant Additional Power Source													0				250		2,000	2,750				5,000
800		2		Plant Asset Condition Assessment R&R				157	4,934	497		979	827	3,562	3,648	7,877	22,481	1,132	2,646	406	247		398		1,062	4,403	24,516	57,291
800	50	2	Des/Constr	Plant Fiber Optic Network	700	0	100	600					200	300	300	300	1,800	300	400									2,500
900	50	2	Des/Constr	Plant Fiber Optic Network	700	0	100	600					200	300	300	300	1,800	300	400									2,500
800		2		Plant Mechanical and Electrical Projects				500	500	500	500	500	500	500	500	500	4,500	500	500	500	500	500	500	500	500	500	500	9,500
800		2	Constr	PLC Replacement	250	0	250		300				350				900	400			450				500			2,250
800		1		Primary Clarifier (1 - 4) Seismic Upgrade					753	4,315	1,849						6,917											6,917
800	75	2		Primary Clarifier Rehab (5-6)					1,271	6,004	6,172	3,858					17,305											17,305
900	25	2		Primary Clarifier Rehab (5-6)					424	2,001	2,057	1,286					5,768											5,768
800		3		Reclaimed Water													0											0
900		3		Reclaimed Water													0											0
800		3	Design	Secondary Digester No. 1 Insp & Rehab	1,170	0	115	500	555								1,170			508	4,723							6,401
800		3		Secondary Digester No. 2 Insp & Rehab						367	3,413						3,780				542		5,039					9,361
800		2		Seismic Retrofit of Conc. Structures				300		300		300		300		300	1,500		300		300		300		300	300	300	3,000
800		2	Des/Constr	Sodium Hypochlorite Loop Improvements	1,170	170	500	500									1,000											1,000
800		1	Constr	Standby Power Generation System Upgrade	27,754	3,381	8,490	14,883	1,000								24,373											24,373
900		3		Standby Power Generator No. 4													0				2,269	14,468	7,234					23,971
800		2	Des/Constr	Switchboard 3 and MCC 25 Replacement	2,690	50	1,400	1,240									2,640											2,640
800		2		Thickeners 1 and 2 Rehabilitation				214	1,726	740							2,680											2,680

Union Sanitary District 20-Year CIP
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(All Figures x \$1,000)

Fund	%	Rank	Status	Project Name	Total Project Budget	Spent in Prior Years	FY 23	FY 24	FY 25	FY 26	FY 27	FY 28	FY 29	FY 30	FY 31	FY 32	10-Year Total	FY 33	FY 34	FY 35	FY 36	FY 37	FY 38	FY 39	FY 40	FY 41	FY 42	20-Year Total
800		3		Thickeners 3 and 4 Rehabilitation													0	638	3,070								3,708	
800		1	Design	WAS Thickeners	22,442	1,312	250	250	8,250	8,250	4,130						21,130										21,130	
900		3		Waste Recycling and Alternative Energy										1,500	9,000		10,500										10,500	
Total for TREATMENT PLANT					500,071	69,444	52,959	89,901	123,851	123,108	84,664	85,436	25,909	11,823	26,122	15,994	639,767	18,097	15,911	14,963	22,199	28,570	26,740	42,515	80,361	104,334	101,160	1,094,617
Total Priority 1 Treatment Plant					469,280	54,507	48,750	80,797	100,575	100,783	50,218	37,418	5,200	1,150	0	0	424,891	1,250	0	576	3,318	2,212	1,450	0	0	1,500	0	435,197
Total Priority 2 Treatment Plant					22,571	14,937	3,615	6,326	18,150	21,528	28,635	46,419	20,235	6,442	15,302	14,467	181,119	9,728	8,653	8,478	4,741	4,507	2,729	9,822	4,858	5,403	25,316	265,354
Total Priority 3 Treatment Plant					8,220	0	594	2,778	5,126	797	5,811	1,599	474	4,231	10,820	1,527	33,757	7,119	7,258	5,909	14,140	21,851	22,561	32,693	75,503	97,431	75,844	394,066
Total Fund 800 - Treatment Plant					287,679	23,680	35,344	60,785	86,401	84,816	62,008	47,587	16,897	9,448	16,551	14,464	434,301	17,172	15,511	14,963	19,930	13,852	14,007	28,302	44,032	55,145	64,831	722,046
Total Fund 900 - Treatment Plant					212,392	45,764	17,615	29,116	37,450	38,292	22,656	37,849	9,012	2,375	9,571	1,530	205,466	925	400	0	2,269	14,718	12,733	14,213	36,329	49,189	36,329	372,571

Project Type	Total Project Budget	Spent in Prior Years	FY 23	FY 24	FY 25	FY 26	FY 27	FY 28	FY 29	FY 30	FY 31	FY 32	10-Year Total	FY 33	FY 34	FY 35	FY 36	FY 37	FY 38	FY 39	FY 40	FY 41	FY 42	20-Year Total
Administrative Facilities	100,772	5,592	37,222	53,748	3,537	1,773	0	1,070	400	542	670	2,397	101,359	0	959	0	615	0	643	0	673	278	704	105,231
Collection System	9,086	1,909	5,877	3,008	770	4,023	3,357	4,145	3,448	4,275	3,242	2,215	34,360	738	2,363	788	2,522	841	2,691	897	2,871	957	3,064	52,092
Transport System	13,137	999	4,420	6,918	4,749	4,973	14,277	5,528	2,990	14,885	12,576	250	71,566	250	346	6,048	3,316	15,021	23,101	14,061	13,290	21,673	23,707	192,379
Treatment Plant	500,071	69,444	52,959	89,901	123,851	123,108	84,664	85,436	25,909	11,823	26,122	15,994	639,767	18,097	15,911	14,963	22,199	28,570	26,740	42,515	80,361	104,334	101,160	1,094,617
GRAND TOTAL	623,066	77,944	100,478	153,575	132,907	133,877	102,298	96,179	32,747	31,525	42,610	20,856	847,052	19,085	19,579	21,799	28,652	44,432	53,175	57,473	97,195	127,242	128,635	1,444,319
R&R (Fund 800) Total	404,519	31,663	80,858	121,371	94,912	92,938	71,984	55,691	22,365	24,107	26,541	18,410	609,177	18,160	18,994	21,799	23,317	20,307	18,491	42,492	60,866	73,340	86,715	993,658
Capacity (Fund 900) Total	218,547	46,281	19,620	32,204	37,995	40,939	30,314	40,488	10,382	7,418	16,069	2,446	237,875	925	585	0	5,335	24,125	34,684	14,981	36,329	53,902	41,920	450,661
Priority 1																								
Administrative Facilities	99,612	4,854	36,900	52,948	3,437	1,473	0	0	0	0	0	0	94,758	0	0	0	0	0	0	0	0	0	0	94,758
Collection System	7,425	825	5,300	1,300	200	2,200	2,750	2,200	2,800	2,200	2,550	0	21,500	0	0	0	0	0	0	0	0	0	0	21,500
Transport System	3,287	249	1,620	1,518	0	0	0	0	0	0	0	0	3,138	0	0	0	0	0	0	0	0	0	0	3,138
Treatment Plant	469,280	54,507	48,750	80,797	100,575	100,783	50,218	37,418	5,200	1,150	0	0	424,891	1,250	0	576	3,318	2,212	1,450	0	0	1,500	0	435,197
Total Priority 1 Projects	579,604	60,435	92,570	136,563	104,212	104,456	52,968	39,618	8,000	3,350	2,550	0	544,287	1,250	0	576	3,318	2,212	1,450	0	0	1,500	0	554,593
Priority 2																								
Administrative Facilities	1,160	738	322	500	100	300	0	320	150	342	670	2,197	4,901	0	389	0	415	0	443	0	473	278	504	7,403
Collection System	1,661	1,084	577	1,708	570	1,823	607	1,945	648	2,075	692	2,215	12,860	738	2,363	788	2,522	841	2,691	897	2,871	957	3,064	30,592
Transport System	9,850	750	2,800	5,400	900	3,794	13,816	5,278	2,740	10,086	12,326	0	57,140	0	0	0	3,066	9,407	21,951	1,536	0	9,148	11,182	113,430
Treatment Plant	22,571	14,937	3,615	6,326	18,150	21,528	28,635	46,419	20,235	6,442	15,302	14,467	181,119	9,728	8,653	8,478	4,741	4,507	2,729	9,822	4,858	5,403	25,316	265,354
Total Priority 2 Projects	35,242	17,509	7,314	13,934	19,720	27,445	43,058	53,962	23,773	18,945	28,990	18,879	256,020	10,466	11,405	9,266	10,744	14,755	27,814	12,255	8,202	15,786	40,066	416,779
Priority 3																								
Administrative Facilities	0	0	0	300	0	0	0	750	250	200	0	200	1,700	0	570	0	200	0	200	0	200	0	200	3,070
Collection System	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Transport System	0	0	0	0	3,849	1,179	461	250	250	4,799	250	250	11,288	250	346	6,048	250	5,614	1,150	12,525	13,290	12,525	12,525	75,811
Treatment Plant	8,220	0	594	2,778	5,126	797	5,811	1,599	474	4,231	10,820	1,527	33,757	7,119	7,258	5,909	14,140	21,851	22,561	32,693	75,503	97,431	75,844	394,066
Total Priority 3 Projects	8,220	0	594	3,078	8,975	1,976	6,272	2,599	974	9,230	11,070	1,977	46,745	7,369	8,174	11,957	14,590	27,465	23,911	45,218	88,993	109,956	88,569	472,947



Directors
Manny Fernandez
Tom Handley
Pat Kite
Anjali Lathi
Jennifer Toy

Officers
Paul R. Eldredge
*General Manager/
District Engineer*

Karen W. Murphy
Attorney

**MAY 23, 2021
BOARD OF DIRECTORS MEETING
AGENDA ITEM # 16**

TITLE: **Board of Directors Internal Committee Assignments for 2022 - 2023 (*This is an Information Item*)**

SUBMITTED: Paul R. Eldredge, General Manager/District Engineer
Regina McEvoy, Executive Assistant to the General Manager/Board Clerk

Recommendation

Although this is typically presented as an information only item, the option to review and discuss is at the discretion of the Board President.

Discussion

Per Board Policy 3070, the President of the Board of Directors is responsible for assigning members and alternates for internal committees, and the determination of the Board President on committee assignments shall be considered final. The assignments received from President Lathi are as follows:

Committee	Board Members	Alternate #1	Alternate #2	Alternate #3
Audit	Director Fernandez Director Toy	Director Kite	Director Handley	Director Anjali
Budget & Finance	Director Kite Director Toy	Director Fernandez	Director Handley	Director Anjali
Engineering & Information Technology	Director Lathi Director Handley	Director Kite	Director Fernandez	Director Toy
Legal/Community Affairs	Director Lathi Director Kite	Director Handley	Director Fernandez	Director Toy
Legislative	Director Fernandez Director Handley	Director Toy	Director Kite	Director Lathi
Personnel	Director Fernandez Director Toy	Director Kite	Director Lathi	Director Handley
ETSU Ad Hoc	Director Handley Director Kite	Director Toy	Director Lathi	Director Fernandez

Previous Board Action

The Board receives this Information Item on an annual basis. When the ETSU Ad Hoc was formed, the Board directed staff to include it along with Internal Committee assignments annually as required.

Background

Directors provided their preferences for internal committee assignments following the May 9, 2022, Board of Directors meeting.

Attachments: Policy 3070, Board Officers and Committee Membership
Internal Committee Assignments 2012-Present
Internal Committee Preferences and Fiscal Year 2023 Assignments

Union Sanitary District
Policy and Procedure Manual

Effective: 4/26/2021	Boardmember Officers and Committee Membership	Policy Number 3070 Page 1 of 4
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Policy

Selection of Board Officers will be held annually at the first regular meeting following the certification of Board election results in election years or approximately one year after the election of Board Officers in non-election years. Internal Board committee memberships and Board representation for External Committees shall be established following the selection of the Board Officers.

Purpose

To provide a written record of the procedure approved by the Board for electing its Officers and establishing its committee memberships.

Procedure

Board Officers

1. The Officers are President, Vice President, and Secretary and the term of office shall be for approximately one year, allowing for flexibility depending on the date of the election for Boardmembers. In election years, which occur every two years, the term shall run until after certification of election results. In non-election years, the term shall end and begin on such date as determined by the Board to allow for approximate one-year terms, with the understanding that terms may be either longer or shorter than one year depending on the date of the next District election.
2. The Board may, by motion, amend the titles of President and Vice President to Chair and Vice Chair, respectively, provided that the Chair, regardless of title, shall act as the "president" pursuant to California Health & Safety Code Section 6486. Throughout this Policy, the titles President and Vice President shall be used interchangeably with Chair and Vice Chair.
3. The President shall preside over the meetings of the Board of Directors and be responsible for the following:
 - a. maintaining order and following the published agenda
 - b. ensuring Boardmembers are allowed to participate in discussions
 - c. allowing the public to speak on agenda items
 - d. facilitating dialog among the public, staff, and Boardmembers
 - e. appointment of members of the Board of Directors to Internal Committee assignments
 - f. signing resolutions, ordinances, and construction contracts on behalf of the District

- g. representing the Board of Directors on issues or at events as designated by the full Board

The Vice President shall fulfill the duties of the President when the President is absent or otherwise unavailable.

The Secretary shall ensure the recording of the minutes of the Board of Directors meetings and sign the adopted Minutes, shall sign all Resolutions and Ordinances passed by the District, and shall serve as Vice President when the Vice President is absent or otherwise unavailable. If the President and Vice President are both absent, and a quorum is present, the Secretary shall preside over the meetings of the Board of Directors as the Board President.

4. During election years, the newly elected Boardmembers shall be sworn in as the first item of business on the agenda followed immediately by the selection of the Board Officers. During non-election years, the selection of the Board Officers shall be considered after the last motion item on the agenda. The Board shall elect the President, Vice-President, and Secretary for terms as set forth in Section 1 above. The election or removal of the President, Vice-President, or Secretary shall require a majority vote of the Board. The Board may choose to follow a rotation of officers.

The Board officers in office at the beginning of the meeting shall retain their positions until the adjournment of the meeting and the newly selected Board Officers shall assume their duties immediately following this meeting.

Internal Board Committee Memberships

1. Internal committees are: Budget and Finance; Engineering and Information Technology; Legal/Community Affairs; Legislative; Personnel; and Audit Committee. There is no fixed schedule for meetings set by this policy and appointments are made by the President, as set forth below. Notwithstanding the above, meetings are noticed and open to the public.
2. Annually, following the election of Board officers, and at the same meeting as the election of the officers, Directors shall be provided a list of the internal committees along with an internal committee interest form. The internal committee interest form shall be completed in order of preference and provided to the General Manager, or designee, no later than 11 calendar days in advance of the next Board meeting.
3. The President is delegated the authority to appoint Directors to the internal committees. The President shall make every effort to rotate committee assignments and ensure a similar number of committee assignments for each Board member. Notice of internal committee membership appointments will be contained in an information item to the Board at the next regularly scheduled meeting following the selection of the Board Officers. The determination of the Board President on committee assignments shall be

considered final.

4. Ad Hoc committees are called as needed by a majority vote of the Board of Directors.

External Commissions / Committee Representatives (CCR)

1. External commissions/committees include: the EBDA Commission; the Joint Powers Authority for Geographic Information Systems; the Alameda County Water District Finance Authority (ACWDFA); and the Alameda County Chapter of the California Special Districts Association.
2. Membership on the EBDA Commission shall be a maximum of two consecutive years, with a possible three years in exceptional circumstances if approved by the Board.
3. The Board of Directors will elect representatives for External Committees annually. At the same meeting as the election of officers, Directors shall be provided a list of external committees along with an external committee interest form. The external committee interest form shall be completed in order of preference and provided to the General Manager, or designee, no later than 11 calendar days in advance of the meeting. The external committee interests shall be compiled in a motion item staff report by the General Manager, or designee, and provided to the Board for consideration. The Board shall elect the external committee representatives for one-year terms to start on July 1 of each year, or as otherwise decided by the Board majority, unless the assignment is vacant, in which case the term shall begin immediately upon election. The Board may choose to follow a rotation for representatives. The election or removal of external committee representatives shall require a majority vote of the Board.

Management Responsibility

The General Manager will be responsible for scheduling on the Board agenda, the election or appointment of Board officers and external commissions, pursuant to the schedule shown above. The General Manager, or designee, will provide the following to the new President, with copies to the Board: (1) a list of the last ten years and current committee memberships; (2) a copy of this policy; and (3) a list of internal committee interests. In consultation with the Board President, the General Manager will also be responsible for scheduling on the Board agenda the announcement of internal committee appointments.

Supersedes Policy Dated: July 2004, September 2005, January 2008, September 2010, October 2013, December 2016, December 2019

Approved by:	Board of Directors, April 2021
Reviewers:	General Manager, Board of Directors, District's attorney
Notify Person:	General Manager
Review frequency:	Every 3 years
Next Review:	April 2024

Union Sanitary District

BOARDMEMBER INTERNAL COMMITTEE ASSIGNMENTS 2012 - Present

Date	Budget & Finance	Engineering & Information Technology (formerly Construction)	Legal/Community Affairs	Legislative	Personnel	Audit Committee
6/21-7/22	Anjali Lathi Jennifer Toy	Pat Kite Manny Fernandez	Anjali Lathi Tom Handley	Jennifer Toy Manny Fernandez	Pat Kite Jennifer Toy	Tom Handley Pat Kite
5/20-6/21	Pat Kite Jennifer Toy	Anjali Lathi Tom Handley	Jennifer Toy Manny Fernandez	Anjali Lathi Manny Fernandez	Pat Kite Tom Handley	Pat Kite Jennifer Toy
8/18-7/19	Pat Kite Jennifer Toy	Tom Handley Anjali Lathi	Manny Fernandez Tom Handley	Manny Fernandez Anjali Lathi	Manny Fernandez Pat Kite	Pat Kite Jennifer Toy
7/17-8/18	Tom Handley Jennifer Toy	Manny Fernandez Pat Kite	Tom Handley Anjali Lathi	Anjali Lathi Jennifer Toy	Pat Kite Jennifer Toy	Manny Fernandez Anjali Lathi
7/16-7/17	Tom Handley Anjali Lathi	Pat Kite Jennifer Toy	Tom Handley Anjali Lathi	Manny Fernandez Pat Kite	Manny Fernandez Jennifer Toy	Manny Fernandez Jennifer Toy
7/15-7/16	Manny Fernandez Pat Kite	Tom Handley Jennifer Toy	Pat Kite Anjali Lathi	Manny Fernandez Tom Handley	Manny Fernandez Jennifer Toy	Anjali Lathi Jennifer Toy
7/14-7/15	Anjali Lathi Tom Handley	Pat Kite Jennifer Toy	Pat Kite Tom Handley	Manny Fernandez Jennifer Toy	Manny Fernandez Anjali Lathi	Manny Fernandez Tom Handley
7/13-7/14	Jennifer Toy Pat Kite	Tom Handley Manny Fernandez	Anjali Lathi Tom Handley	Pat Kite Anjali Lathi	Jennifer Toy Manny Fernandez	Jennifer Toy Tom Handley
7/12-7/13	Anjali Lathi Jennifer Toy	Manny Fernandez Tom Handley	Anjali Lathi Pat Kite	Pat Kite Tom Handley	Jennifer Toy Manny Fernandez	Jennifer Toy Tom Handley
7/11-7/12	Anjali Lathi Jennifer Toy	Manny Fernandez Tom Handley	Anjali Lathi Pat Kite	Pat Kite Tom Handley	Jennifer Toy Manny Fernandez	Jennifer Toy Tom Handley

*Pat Gacoscos resigned from her position, and Manny Fernandez was appointed as her replacement during FY11

Preferences							
Board Member	Budget & Finance	Engineering & IT	Legal & Community Affairs	Legislative	Personnel	Audit	ETSU Ad Hoc
Anjali	3	1	2				
Jennifer	3	1	2	6	4	7	5
Manny	5	1	4	3	2	6	7
Pat	2	1	3	6	4	7	5
Tom	3	1	2	6	4	7	5

Internal Committee Assignments							
Board Member	Budget & Finance	Engineering & IT	Legal & Community Affairs	Legislative	Personnel	Audit	ETSU Ad Hoc
Member	Jenn	Anjali	Anjali	Manny	Manny	Manny	Tom
Member	Pat	Tom	Pat	Tom	Jenn	Jenn	Pat
Alternate #1	Manny	Pat	Tom	Jenn	Pat	Pat	Jenn
Alternate #2	Tom	Manny	Manny	Pat	Anjali	Tom	Anjali
Alternate #3	Anjali	Jenn	Jenn	Anjali	Tom	Anjali	Manny



**Summary of the EBDA Commission Meeting
Thursday, April 21, 2022, at 9:30 a.m.**

- Commissioners Andrews, Cutter, Duncan, Johnson, and Toy were present. This meeting was conducted telephonically and the dial-in information for the meeting was provided in the agenda.
- Commissioner Duncan moved to approve the Commission Meeting Minutes of March 17, 2022; List of Disbursements for March 2022; Treasurer's Report for March 2022; and Resolution Authorizing Remote Teleconference Meetings Pursuant to AB 361. The motion was seconded by Commissioner Johnson and carried 5-0.
- The Commission unanimously approved the reports from the Managers Advisory, Financial Management, and Operations & Maintenance Committees. The following items were discussed:
- **General Managers Report**
The General Manager (GM) congratulated Hayes Morehouse on his appointment as Plant Manager of the San Leandro Water Pollution Control Facility. The GM provided an update on the Hayward Area Shoreline Planning Agency (HASPA) Joint Powers Authority (JPA) renewal process. The GM updated the Commission on EBDA's NPDES permit renewal status. Additional detail will be provided as part of next month's Regulatory Affairs Committee meeting.
- **Managers Advisory Committee (MAC)**
The GM informed the Commission that the MAC meeting has been rescheduled for Wednesday, April 27, 2022.
- **Financial Management Committee**
The GM reported that the Financial Management Committee reviewed the March List of Disbursements and Treasurer's Report and recommended approval of the items. The Committee discussed the CERBT fund status and agrees with staff's recommendation to request a disbursement this fiscal year. The Committee reviewed the draft budget for FY 2022/2023 and supports bringing it to the Commission for approval in May. Lastly, the Committee discussed the pros and cons of changing banks and deferred to staff's recommendation to remain with Wells Fargo Bank.
- **Operations and Maintenance Committee**
The Operations and Maintenance Manager reported on the O&M Committee meeting and provided updates on current projects. The O&M Manager informed the Commission that the breakers for the OLEPS Main Electrical Switchboard Upgrade Project have arrived at the contractor's warehouse in Livermore, and an electrical shutdown is scheduled for June 23 to install the new breakers. The O&M Manager discussed the benefits of contracting with The Garland Company for the EBDA roofing project. The GM advised of a video produced by the California Special Districts Association for the Advanced Quantitative Precipitation Information (AQPI) Project that is posted on Sonoma Water's website. <https://www.sonomawater.org/aqpi/>

- **Report from the Personnel Committee**

The GM reported that the Personnel Committee met on April 19, 2022 and discussed the GM performance plan, which in future years will be linked to the Strategic Plan that will be developed next fiscal year. The Committee reviewed the State Controllers Government Compensation Report and the FY 2022/2023 Compensation Plan. The Committee supports bringing the FY 2022/2023 Compensation Plan to the Commission for approval in May.

- **Adjournment**

Chair Cutter adjourned the meeting at 10:11 a.m.

**Directors**

Manny Fernandez
Tom Handley
Pat Kite
Anjali Lathi
Jennifer Toy

Officers

Paul R. Eldredge
*General Manager/
District Engineer*

Karen W. Murphy
Attorney

**MAY 23, 2022
BOARD OF DIRECTORS MEETING
AGENDA ITEM # 18**

TITLE: **Status of Priority 1 Capital Improvement Program Projects (*This is an Information Item*)**

SUBMITTED: Paul R. Eldredge, General Manager/District Engineer
 Raymond Chau, Technical Services Work Group Manager

Recommendation

Information only.

Discussion

In June 2021, the Board approved the Capital Improvement Program (CIP) budget for Fiscal Year 2022 in the amount of \$43.19 million for the design and construction of 31 CIP projects.

For Fiscal Year 2022, 18 projects were ranked as Priority 1 projects, and the remaining 13 were ranked as Priority 2 or Priority 3 projects. The status of the Priority 1 CIP projects was reviewed by the Executive Team at the end of each quarter and a status report is attached for the Board's review.

During the third quarter of Fiscal Year 2022, the Board awarded several construction projects, including the Enhanced Treatment and Site Upgrade (ETSU) Phase 1A – Aeration Basins Modifications Project, Standby Power Generation System Upgrade Project, Irvington Basin Reinforced Concrete Pipe (RCP) Rehabilitation Project, and Force Main Corrosion Repairs Project – Phase 3. In addition, the District commenced with the advertisement for bids for the ETSU Phase 1A – Campus Building project and completed the construction of the Emergency Outfall Improvements Project.

After evaluating the level of effort needed to support several construction projects at the treatment plant during the next two years, staff decided to postpone the construction of the WAS Thickeners Replacement Project to begin in Fiscal Year 2025.

Background

The CIP projects were ranked as Priority 1, 2, or 3 projects based on criteria prepared by staff and approved by the Executive Team. A copy of the criteria used to prioritize the projects is attached for the Board's reference. The criteria have been updated to include the studies utilized in identifying projects and to reference example projects from the current CIP budget.

Also attached is a summary of the ongoing CIP projects at the District during Fiscal Year 2022.

Previous Board Action

None.

PRE/RC

Attachments: Priority 1 CIP Projects for Fiscal Year 2022 – Status Report
Summary of CIP Projects for Fiscal Year 2022
CIP Project Criteria

Priority 1 CIP Projects for Fiscal Year 2022 – Status Report

	CIP Project	Planned Milestones	Status after 1 st Quarter	Status after 2 nd Quarter	Status after 3 rd Quarter	Status after 4 th Quarter
1	Central Avenue Sanitary Sewer Relocation	Complete the design 6 months after the City of Newark makes a determination on whether the sewer relocation design and construction can be done as part of the bridge design and construction.	Awaiting the City's response and their consultant's fee proposal for including sewer relocation in their bridge design.	Awaiting City to provide a draft cost sharing agreement for District review.	Awaiting City to provide a draft cost sharing agreement for District review. The City's kick off meeting for design is scheduled in May 2022.	
2	RCP Sewer Rehab (Irvington Basin)	1. Complete design by December 2021. 2. Award construction contract by March 2022.	90% design submittal review completed.	Final design completed and Bid Advertisement in December 2021. Board Award scheduled in February 2022.	Project awarded in February 2022. Notice to Proceed is scheduled to be issued in April 2022.	
3	Cherry St. PS	1. Complete PG&E application review and approval process for electrical service upgrade by January 2022. 2. Complete design by March 2022. 3. Award construction contract by June 2022.	Awaiting PG&E's confirmation of the new service routing and completion of the engineering review. 100% design submittal review in progress.	Received PG&E engineering drawings and contract in December. 100% design submittal review in progress.	Contract with PG&E was executed. 100% design documents are scheduled to be finalized in the fourth quarter.	

Priority 1 CIP Projects for Fiscal Year 2022 – Status Report

	CIP Project	Planned Milestones	Status after 1st Quarter	Status after 2nd Quarter	Status after 3rd Quarter	Status after 4th Quarter
4	Emergency Outfall Outlet Improvements	Complete construction by January 2022.	Cofferdam shoring installation in Old Alameda Creek was completed.	Began construction of new concrete outfall structure and installation of outfall pipeline.	Construction completed in January 2022. Board acceptance of the project is scheduled in the fourth quarter.	
5	Digester No. 2 Insp. and Rehab.	Complete construction by June 2021.	Board accepted project on August 9 th .	Completed.	Completed.	
6	Digester No. 7	Complete construction by December 2021.	Continued digester watertightness testing, piping and equipment installation, testing, and training.	Completed piping and equipment installations, and trainings. Continued testing of equipment prior to commissioning.	Commenced with operational testing of the digester system. Commissioning scheduled in May 2022.	
7	ETSU – Phase 1A – Aeration Basin Modifications	Award construction contract by January 2022.	Bid Advertisement began September 2021.	Project Award scheduled in January 2022.	Notice to Proceed with Construction Issued in March 2022.	
8	ETSU – Phase 1A – Aeration Basin No. 8	1. Award construction contract by January 2022. 2. Start-up of new West Aeration basin Odor Scrubbers by June 2022.	Bid Advertisement began September 2021.	Project Award scheduled in January 2022.	Notice to Proceed with Construction Issued in March 2022.	

Priority 1 CIP Projects for Fiscal Year 2022 – Status Report

	CIP Project	Planned Milestones	Status after 1st Quarter	Status after 2nd Quarter	Status after 3rd Quarter	Status after 4th Quarter
9	ETSU – Phase 1A – Aeration Internal Lift Pumps	1. Award construction contract by January 2022. 2. Approve construction submittals for new Lift Pumps by June 2022.	Bid Advertisement began September 2021.	Project Award scheduled in January 2022.	Notice to Proceed with Construction Issued in March 2022.	
10	ETSU – Phase 1A – Blower 7-10 Replacement	1. Award construction contract by January 2022. 2. Approve construction submittals for new Blowers by June 2022.	Bid Advertisement began September 2021.	Project Award scheduled in January 2022.	Notice to Proceed with Construction Issued in March 2022.	
11	ETSU – Phase 1A – Plant 12kV Switchgear	1. Award construction contract by January 2022. 2. Acquire PG&E approvals for new Switchgear by March 2022.	Bid Advertisement began September 2021.	Project Award scheduled in January 2022.	Notice to Proceed with Construction Issued in March 2022.	
12	ETSU – Phase 1A – Campus Building	Award construction contract by March 2022.	90% Design Submittal reviewed by Staff, CM Team, and City of Union City.	100% design submittal received December 2021	Advertisement for Bids Commenced in March 2022.	
13	ETSU – Phase 1B – Effluent Facilities	Receive 90% Design Submittal by December 2021.	Continued design workshops throughout the 1 st Quarter.	90% design submittal received December 2021	Received Proposals from Value Engineering Consultants in March 2022.	
14	ETSU – Phase 1B – Secondary Clarifiers	Receive 90% Design Submittal by December 2021.	Continued design workshops throughout the 1 st Quarter.	90% design submittal received December 2021	Received Proposals from Value Engineering Consultants in March 2022.	

Priority 1 CIP Projects for Fiscal Year 2022 – Status Report

	CIP Project	Planned Milestones	Status after 1st Quarter	Status after 2nd Quarter	Status after 3rd Quarter	Status after 4th Quarter
15	Force Main Corrosion Repairs – Phase 3	Complete the design 2 months after the construction of the Twin Force Mains Relocation - Phase 2 project is accepted.	Project on hold pending the completion of the Force Main Relocation – Phase 2 Project.	100% design documents received and under review. Anticipate Bid Advertisement in February 2022.	Bids opened in March 2022. Project award is scheduled in April 2022.	
16	Headworks Screens Replacement	Complete construction by November 2021.	Additional work to be completed in 2 nd Quarter in FY 22 due to delayed parts delivery.	Construction completed in December 2021. Project acceptance scheduled in January 2022.	Board accepted the project in January 2022.	
17	Standby Power Generation System Upgrade	1. Complete design by October 2021. 2. Award construction contract in early 2022, subject to the SRF funding approval.	100% design submittal review in progress.	Bid Advertisement in October 2021. Bids opened on December 16, 2021. Board Award scheduled in February 2022.	Project awarded in February 2022. Notice to Proceed issued to contractor in March 2022.	
18	WAS Thickeners	1. Complete design by December 2021. 2. Award construction contract by March 2022.	100% design submittal review in progress.	Value engineering (VE) completed in November 2021. District and design consultant reviewed VE recommendations and will decide on next steps.	Project on hold until Fiscal Year 2025.	

SUMMARY OF CIP PROJECTS FOR FISCAL YEAR 2022

Project Type	Number of Projects	Project Name
Administrative Facilities	4	<ol style="list-style-type: none"> 1. Cathodic Protection Improvements 2. ETSU – Phase 1A – Campus Building 3. Solar Panels/Inverters Replacement at Carport 4. Solar Panels/Inverters Replacement at Irvington
Collection System	3	<ol style="list-style-type: none"> 1. Central Avenue Sanitary Sewer Relocation 2. Gravity Sewer Rehab/Replacement 3. RCP Sewer Rehab (Irvington Basin)
Transport System	4	<ol style="list-style-type: none"> 1. Cherry St. PS 2. Force Main Corrosion Repairs – Phase 3 3. Irvington PS Pumps and VFDs 4. Newark and Irvington PS Chemical System Improvements
Treatment Plant	20	<ol style="list-style-type: none"> 1. Aeration Blower 11 and East Blower Bldg. Improvements 2. Alvarado Influent PS Improvements 3. Centrifuge Building Improvements 4. Digester No. 2 Inspection and Rehab 5. Digester No. 7 6. Emergency Outfall Outlet Improvements 7. ETSU – Phase 1A – Aeration Basin Modifications 8. ETSU – Phase 1A – Aeration Basin No. 8 9. ETSU – Phase 1A – Aeration Internal Lift Pumps 10. ETSU – Phase 1A – Blower 7-10 Replacement 11. ETSU – Phase 1A – Plant 12kV Switchgear 12. ETSU – Phase 1B – Secondary Clarifiers 13. ETSU – Phase 1B – Effluent Facilities 14. Headworks Screens Replacement 15. MCC Replacement 16. Miscellaneous Improvements 17. Sodium Hypochlorite Loop Improvements 18. Standby Power Generation System Upgrade 19. Switchboard 3 Replacement 20. WAS Thickeners

Total: 31

CIP PROJECT CRITERIA

Priority 1 Projects

1. Project to repair or prevent an imminent critical infrastructure failure that could result in a threat to the public or result in permit non-compliance.
2. A project designed to address public health and safety or employee health and safety.
3. Project to provide additional capacity in order to allow connection to the District system or to prevent a potential wet weather overflow from occurring.
4. Projects that have a deadline tied to receiving a loan or grant funding.
5. Projects where we have made a timeline commitment to a customer or other outside stakeholder.
6. A project in which the District may suffer financial losses or claims should the project be delayed.
7. A project which is part of a sequence of projects whose delay could result in delays to other projects at USD or other agencies.
8. A project in which an internal commitment has been made to provide a facility that significantly impacts another group from efficiently and effectively carrying out their core work. (Not a “nice to have” type project).

These criteria can apply to a study, design, or construction project.

Priority 2 Projects

1. These are planned projects related to the replacement of electrical and mechanical equipment identified by the Plant Asset Condition Assessment Study and the Pump Station Asset Condition Assessment Study – this equipment is not in imminent danger of failure but needs to be replaced at a future date.
2. These are planned pipeline rehab/replacement projects that are identified either by the drainage basin capacity and condition assessment studies or by the Maintenance staff and need to be completed to improve the condition of existing sewers to safeguard against potential maintenance problems – these pipelines are not in imminent danger of failure.
3. These projects do not have any immediate negative impacts on either other agencies or other projects.
4. Examples: Cast Iron/Pipe Lining, Gravity Sewer Rehabilitation/Replacement, Irvington PS Pumps and VFDs Replacement, and Primary Clarifiers 5 and 6 Rehabilitation.

Priority 3 Projects

1. These are capacity projects identified by the master plans, capacity studies, and drainage basin capacity and condition assessment studies that will address future capacity needs of the District.
2. These projects are place holders and need to be defined at a future date.
3. The District will not suffer any financial loss or claim if these projects are delayed.
4. Examples: Force Main Rehabilitation, Standby Power Generator No. 4, Thickeners 3 and 4 Rehabilitation, and Waste Recycling and Alternative Energy.

**Directors**

Manny Fernandez
Tom Handley
Pat Kite
Anjali Lathi
Jennifer Toy

Officers

Paul R. Eldredge
*General Manager/
District Engineer*

Karen W. Murphy
Attorney

MAY 23, 2022
BOARD OF DIRECTORS MEETING
AGENDA ITEM # 19

TITLE: Third Quarterly Report on the Capital Improvement Program for Fiscal Year 2022 (*This is an Information Item*)

SUBMITTED: Paul R. Eldredge, General Manager/District Engineer
Raymond Chau, Technical Services Work Group Manager

Recommendation

Information only.

Discussion

In June 2021, the Board approved the Capital Improvement Program (CIP) budget for Fiscal Year 2022 in the amount of \$43.19 million for the design and construction of 31 CIP projects. The expenditures through the third quarter of Fiscal Year 2022 are shown on the attached budget graphs.

It is currently estimated the total funds spent at the end of the fiscal year will be \$30,981,000, which is 71.1% of the total budgeted amount of \$43,189,200. However, when taking the Enhanced Treatment and Site Upgrade (ETSU) Campus project schedule into consideration (i.e., reducing the budget by the amount that was expected to be spent on the Campus this FY) the percentage of the CIP budget spent increases to 90.2%. The ETSU Campus project is several months behind schedule for a variety of reasons. Specifically, the amount of additional time the required to finalize the interior layouts, fit and finish.

Background

The total CIP expenditures through March 31, 2022 were below the projections for the first three quarters of Fiscal Year 2022 by approximately \$8.2 million. The projects that had significant variances from the projected expenditures are listed in the table below.

Project	Approximate Variance at the end of 3 rd Quarter (x \$1000)	Comments
Aeration Blower 11 and East Blower Building Improvements	-737	Commissioning and operational test of the new high-speed blower will commence in the fourth quarter. Construction was delayed due to unforeseen site conditions.
Alvarado Influent Pump Station Improvements	-1,178	Replacement of the head gate, wet well channel gates, and the Degritter Building roofing was delayed to the dry weather season of 2022 due to unforeseen site conditions and material shortage.
Centrifuge Building Improvements	-425	Commissioned and completed operational test of new conveyor equipment this quarter. Construction was extended into the third quarter due to delayed procurement of the equipment.
Digester No. 7	-697	Commissioning and operational test of the digester was delayed to the fourth quarter to address equipment issues.
Emergency Outfall Outlet Improvements	+278	Construction was extended into the third quarter due to a change order to replace the outfall pipeline to Old Alameda Creek.

Project	Approximate Variance at the end of 3 rd Quarter (x \$1000)	Comments
ETSU – Phase 1A <ul style="list-style-type: none"> • Aeration Basin Modifications • Aeration Basin No. 8 • Aeration Internal Lift Pumps • Blower 7-10 Replacement • Plant 12kV Switchgear 	-2,435	Issued the Notice to Proceed to the contractor on March 7, 2022. Contractor has not yet submitted an approved invoice for the project.
ETSU – Phase 1A – Campus Building	-200	Additional design effort to address Board and staff input.
ETSU – Phase 1B <ul style="list-style-type: none"> • Secondary Clarifiers • Effluent Facilities 	-1,745	Design consultant completed 90% design submittal below fee estimate.
WAS Thickeners	-1,480	Construction will be postponed to begin in Fiscal Year 2025.
Other Projects	+419	
Total Variance for the 3rd Quarter	-8,200	

The Other Projects category included the following projects that were either in design or in construction during Fiscal Year 2022:

1. Cathodic Protection System Improvements
2. Central Avenue Sanitary Sewer Relocation
3. Cherry Street Pump Station
4. Digester No. 2 Inspection and Rehabilitation
5. Force Main Corrosion Repairs – Phase 3
6. Gravity Sewer Rehabilitation/Replacement – Phase 7
7. Headworks Screens Replacement
8. Irvington Pump Station Pumps and VFDs – Portable VFD
9. MCC Replacement
10. Miscellaneous Improvements
11. Newark and Irvington Pump Stations Chemical System Improvements
12. RCP Sewer Rehabilitation (Irvington Basin)
13. Sodium Hypochlorite Loop Improvements
14. Solar Inverters Replacement at Carport and Irvington
15. Standby Power Generation System Upgrade
16. Switchboard 3 Replacement

17. Wet Weather Flow Management – Calcium Thiosulfate Chemical Feed

The attached graphs depict actual expenditures versus approved budget for the Capacity Fund 90, the Renewal and Replacement Fund 80, and the two combined funds. The graphs show the expenditures of the ETSU projects, the CIP projects without the ETSU projects, and the combined expenditures of both programs.

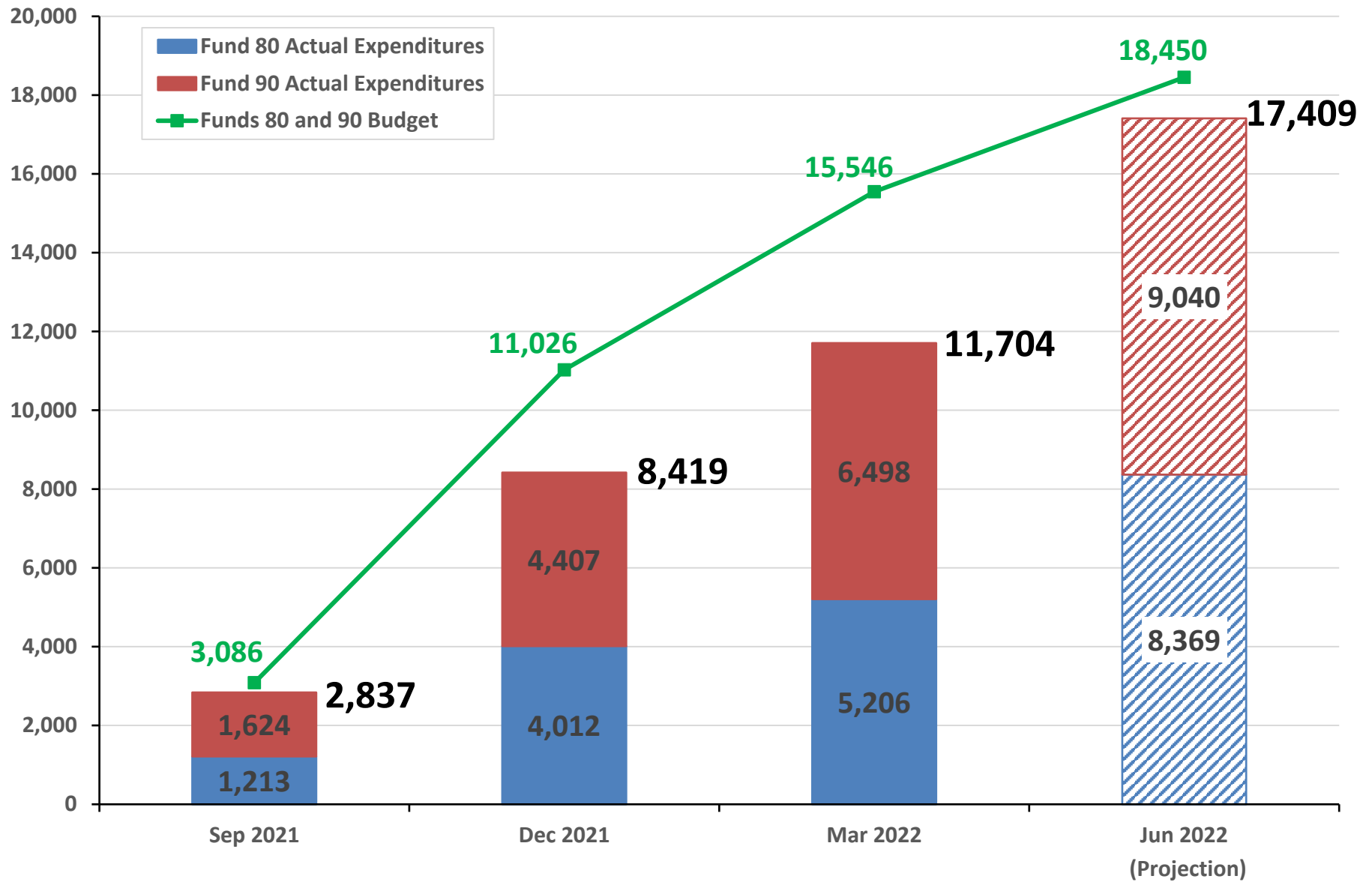
Previous Board Action

None.

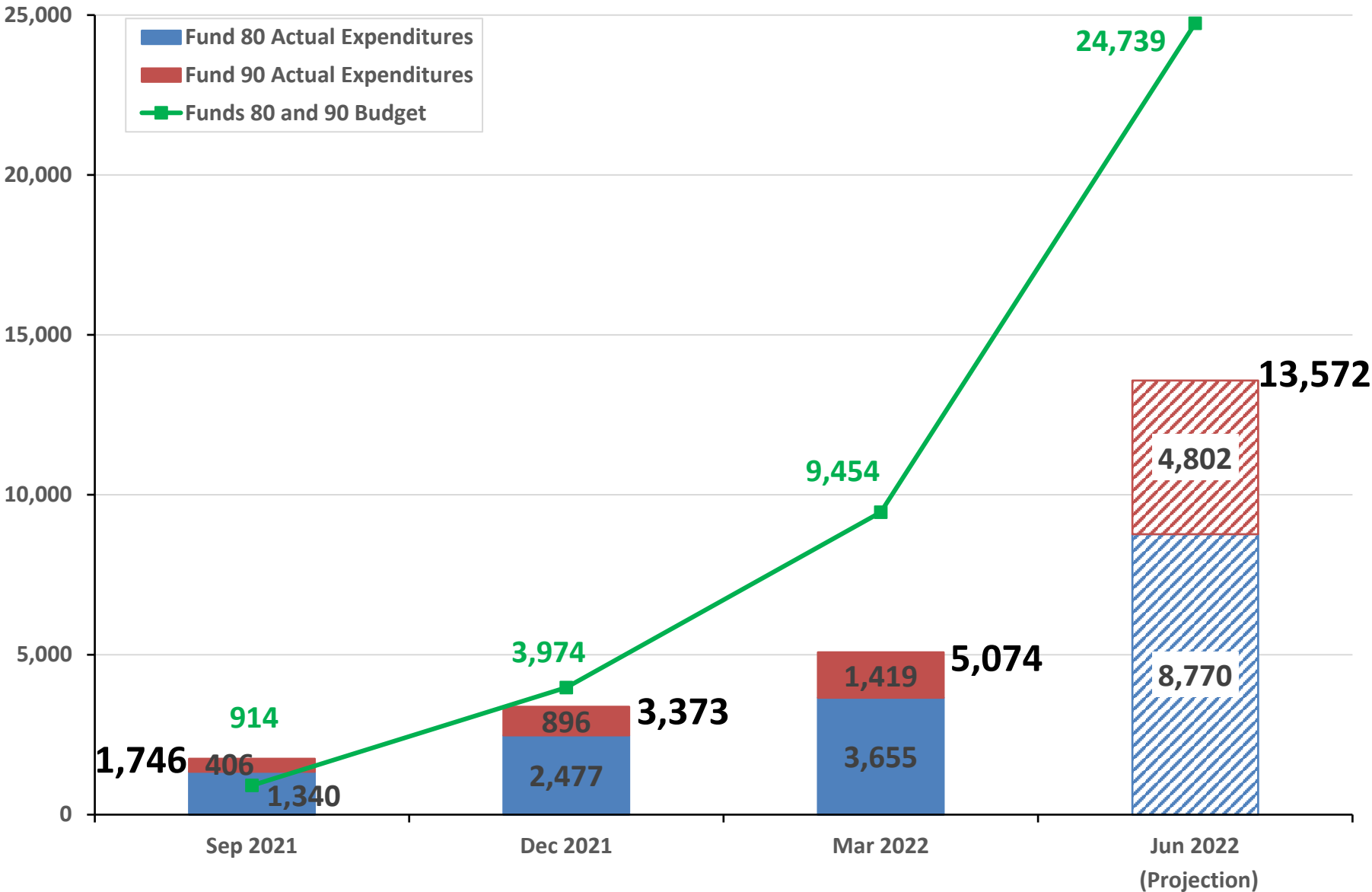
PRE/RC

Attachments: Budget Graphs

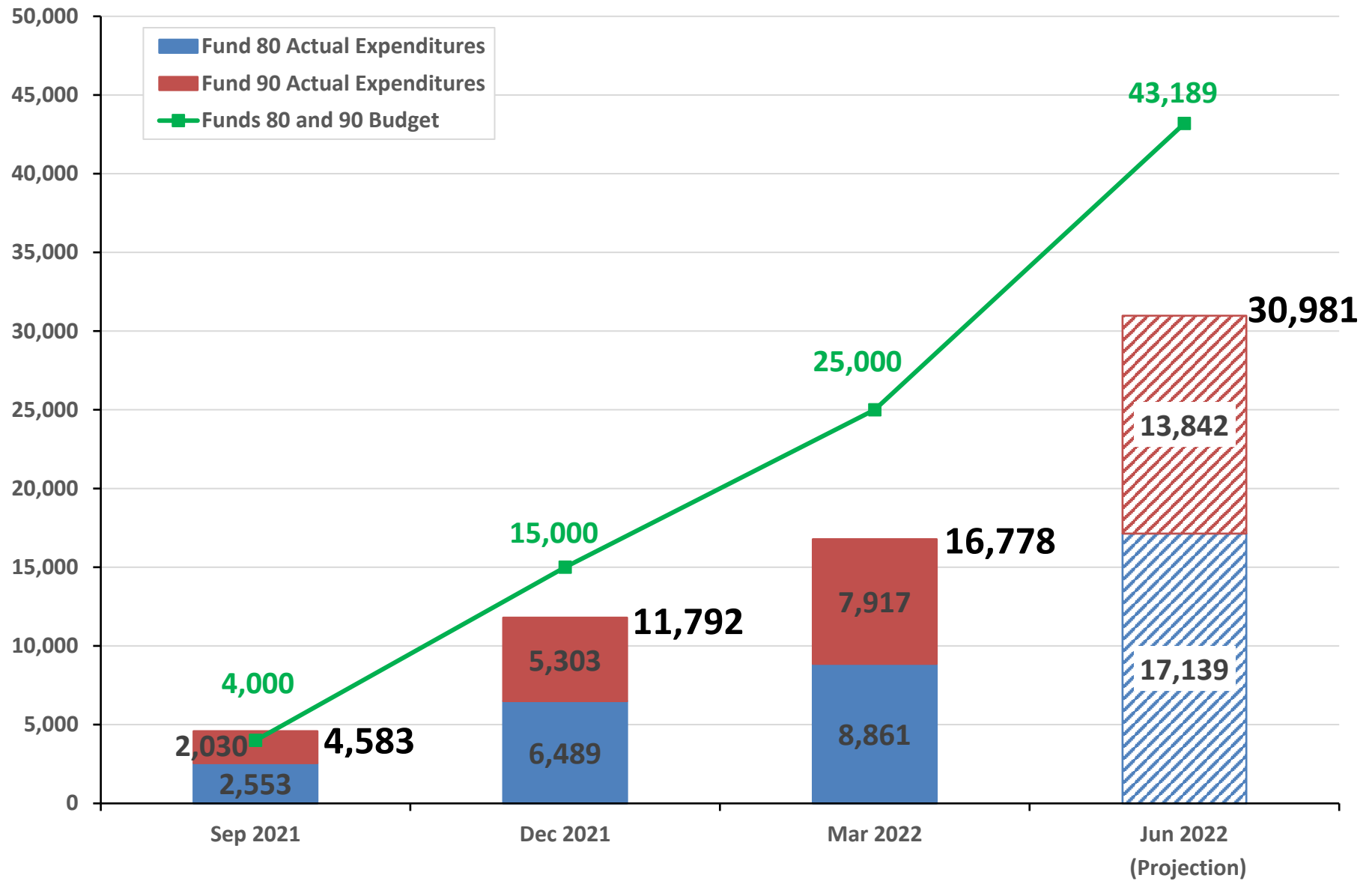
CIP Budget vs. Actual (Does Not Include ETSU) (x \$1,000)



ETSU Budget vs. Actual (x \$1,000)



CIP and ETSU Combined Budget vs. Actual (x \$1,000)



**Directors**

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Tom Handley
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Anjali Lathi
Jennifer Toy

Officers

Paul R. Eldredge
*General Manager/
District Engineer*

Karen W. Murphy
Attorney

MAY 23, 2022
BOARD OF DIRECTORS MEETING
AGENDA ITEM # 20

TITLE: Third Quarterly Report on the Enhanced Treatment and Site Upgrade Program for FY22 (This is an information item)

SUBMITTED: Paul R. Eldredge, General Manager/District Engineer
Ric Pipkin, Enhanced Treatment and Site Upgrade Program Manager
Curtis Bosick, Enhanced Treatment and Site Upgrade Assistant PM
ETSU Steering Committee (Armando Lopez, Raymond Chau, Robert Simonich)

Recommendation

Information only.

Discussion

Staff prepared the attached Enhanced Treatment and Site Upgrade (ETSU) Quarterly Program Management Report for the third quarter of fiscal year 2022. Part 1 of the report provides an executive summary of the ETSU Program status, and the Program Dashboard as currently shown on the District Website. These reports are coordinated to coincide with the CIP quarterly reports to the Board.

Background

Staff and its consultants developed the “Alvarado Wastewater Treatment Plant (WWTP) Enhanced Treatment and Site Upgrade (ETSU) Quarterly Program Management (PM) Report” to provide the Board and interested public an overview document for tracking the progress of the ETSU program. This report looks at five key performance indicators, which include:

- Schedule
- Progress

- Budget
- Cashflow
- Reportable accidents

The format for the Alvarado WWTP ETSU Quarterly PM Report was developed with input from both the ETSU Steering Committee and the ETSU Ad Hoc Board Committee. The report includes an informational dashboard which is posted on the District's website at the following address: <https://unionsanitary.ca.gov/ETSU>. Staff began utilizing the report beginning with the first Quarter of FY 22. ETSU quarterly reports will be coordinated to coincide with the CIP quarterly reports.

The ETSU Program is the culmination of the District's planning efforts and is based on the outcomes and findings of the Plant Solids System/Capacity Assessment – Phases 1 and 2, Administration/Control/FMC Buildings Evaluation, the Effluent Management Study and the Secondary Treatment Process Improvements evaluation. The program includes projects recommended for implementation that will be phased to address both immediate drivers (poor sludge settleability, treatment capacity, effluent disposal and aging infrastructure), while preparing for future requirements such as nutrient regulations for discharge in the Bay that are currently being considered by the Regional Water Quality Control Board.

The Phase 1 and 2 projects included in this program were presented to the Board during the workshop held on May 8, 2019, and are summarized in the Final Report which was approved by the Board on August 26, 2019. A third phase of projects was briefly outlined that covered the timeframe from 2040 to 2058 and included potentially stricter nutrient limits in the more distant future. The projects identified in the ETSU Program and modified by the 30% design report to be implemented in the near-term (the next seven to ten years) are included in Phase 1 and are summarized in the table below.

Phase 1A	Aeration Basin Modifications	Retrofitting existing Aeration Basins 1 through 7 and construction of an 8 th aeration basin with the flexibility to operate initially with an anaerobic selector during the implementation phase and transitioning to a biological nutrient removal (BNR) process following completion of the Phase 1B Project.
Phase 1A	Campus Building (Admin, FMC, Ops)	Construction of a new combined Campus Building, including associated site and utility improvements.
Phase 1B	Secondary Clarifiers	Construction of four new 160-foot diameter secondary clarifiers, mixed liquor control box, and centralized RAS pump station.

Phase 1B	Effluent Facilities	Construction of new chlorination/dechlorination contact basins, effluent pump stations, and relocation of existing effluent force main.
Phase 1C	Plant Equalization Storage	Retrofitting existing Secondary Clarifiers 1 through 4 to operate as primary effluent equalization basins.

The full version of the ETSU Program report, including appendices, can be found at the following link: <https://unionsanitary.ca.gov/ETSU.>

Previous Board Action

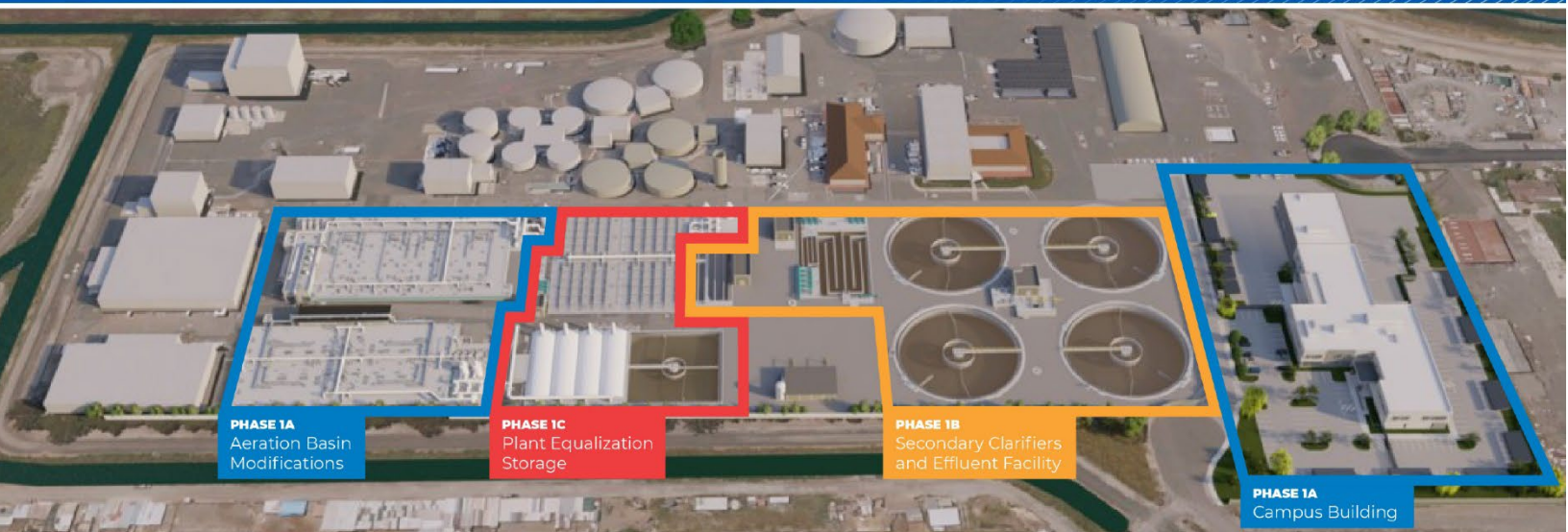
None

PRE/RP/CB

Attachment: Alvarado WWTP ETSU Quarterly PM Report for Fiscal Year 22 Quarter No. 3



Alvarado Wastewater Treatment Plant Enhanced Treatment and Site Upgrade Quarterly Program Management Report



Fiscal Year 2022 – Quarter No. 3

Report Contents

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Enhanced Treatment and Site Upgrade Program

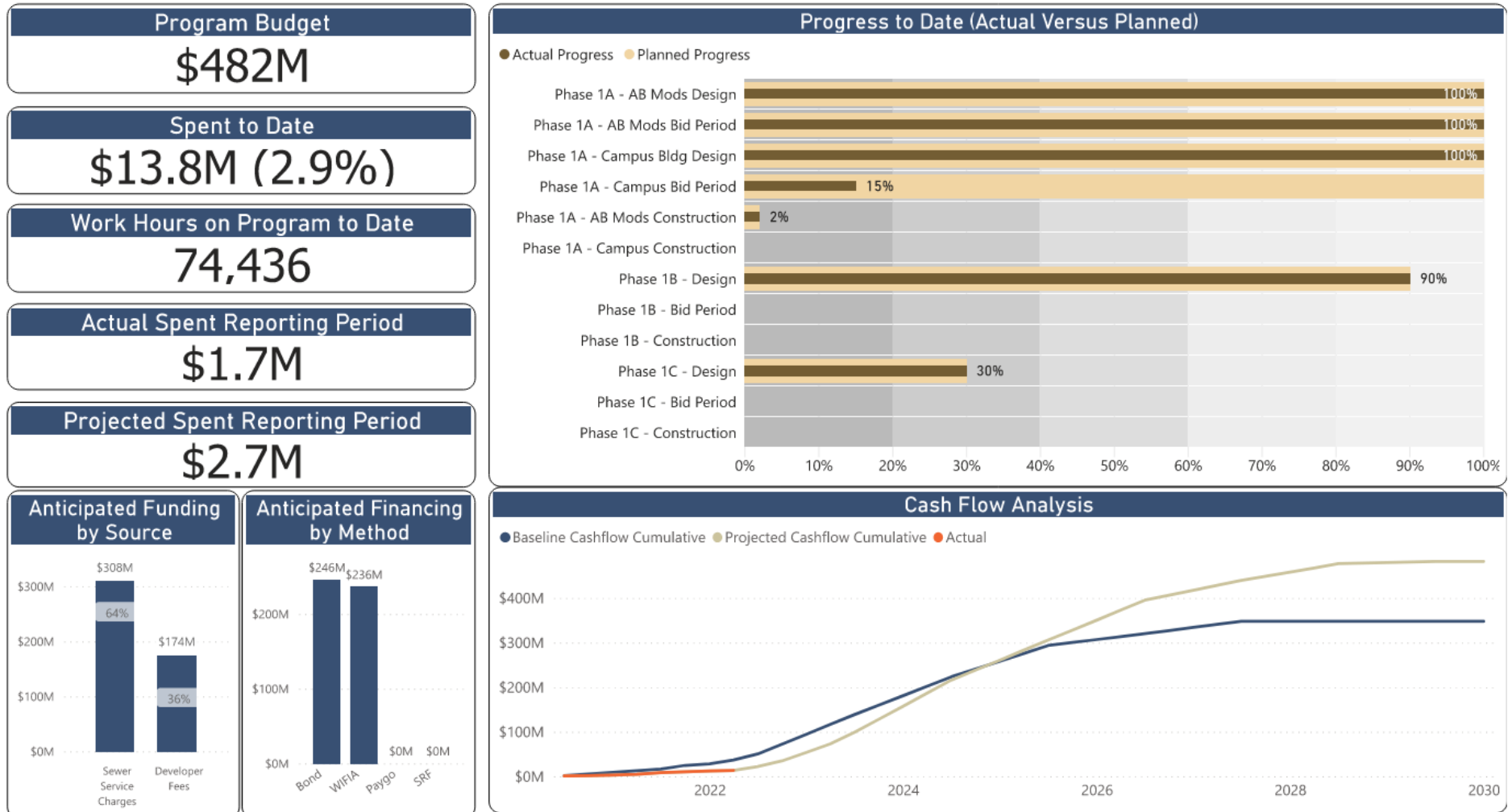







Figure 1-1: Program Dashboard

1.1 Program Management Status Summary

Table 1-1 provides a summary of the ETSU Program as of Fiscal Year 2022 – Quarter No. 3.

Table 1-1: Program Summary

Key Performance Indicator	Description	Current	Variance	Status	Comment
1. Schedule	Relationship between planned and actual schedule	Slightly delayed	3 months		Start of Campus Building construction is slightly behind schedule to allow Board/staff additional time to provide input and to complete the design.
2. Progress	Progress to Date	In progress	N/A		Started construction of Aeration Basin Modifications and bid period for Campus Building.
3. Budget	Relationship between planned and actual budget	Within budget	None		Funds spent to date are within planned budget.
4. Cashflow	Actual funds spent versus projected for period	Less than projected	> 20%		Spent less than projected for Campus Building and Phase 1B designs. Initial construction invoice to be processed in 4 th Qtr. for Aeration Basin Modifications.
5. Reportable Accidents	Number of OSHA reportable accidents	0	N/A		There are no reportable accidents to date.

1.1.1 Schedule

A summary of the program schedule is presented in Table 1-2.

Table 1-2: Program Schedule Summary

Program Phase Milestone	Planned Milestone Start Date	Variance	Status	Actual Milestone Start Date
Phase 1A – Aeration Basin Modifications (AB Mods) Design	January 2020	None	■	January 2020
Phase 1A – Campus Building Design	March 2020	2 months	■	May 2020
Phase 1A – AB Mods Bid Period	September 2021	None	■	September 2021
Phase 1A – Campus Building Bid Period	December 2021	3 months	■	March 2022
Phase 1A – AB Mods Construction	January 2022	None	■	January 2022
Phase 1A – Campus Building Construction	July 2022	None	■	TBD
Phase 1B – Secondary Clarifiers and Effluent Facilities (SC and EF) Design	January 2021	None	■	January 2021
Phase 1B – SC and EF Bid Period	May 2024	None	■	TBD
Phase 1B – SC and EF Bid Construction	August 2024	None	■	TBD
Phase 1C – Primary Effluent Equalization (PE EQ) Design	August 2024	None	■	TBD
Phase 1C – PE EQ Bid Period	August 2027	None	■	TBD
Phase 1C – PE EQ Construction	November 2027	None	■	TBD

■ Milestone on schedule













■ Milestone within 2 months of schedule

■ Milestone >2 months behind schedule

1.1.2 Progress

Table 1-3 summarizes the progress of the ETSU Program as of Fiscal Year 2022 – Quarter No. 3.

Table 1-3: Program Progress





Program Phase Milestone	Progress to Date	Status
Phase 1A – AB Mods Design	100%	
Phase 1A – Campus Building Design	100%	
Phase 1A – AB Mods Bid Period	100%	
Phase 1A – Campus Building Bid Period	15%	
Phase 1A – AB Mods Construction	2%	
Phase 1A – Campus Building Construction	0%	
Phase 1B – SC and EF Design	90%	
Phase 1B – SC and EF Bid Period	0%	
Phase 1B – SC and EF Bid Construction	0%	
Phase 1C – PE EQ Design	30%	
Phase 1C – PE EQ Bid Period	0%	
Phase 1C – PE EQ Construction	0%	

-  *Complete*
-  *In Progress*
-  *Not Started*

1.1.3 Budget

Table 1-4 summarizes the budgeted amounts and funds spent to date for the ETSU Program.

Table 1-4: Program Budget Summary

Program Phase	Funds Spent to Date	Program Budget	Funds Spent vs. Baseline Budget to Date	Budget Status
Phase 1A – Aeration Basin Modifications	\$7.7M	\$139.4M	5.5%	
Phase 1A – Campus Building	\$3.8M	\$102.9M	3.7%	
Phase 1B – SC and EF	\$2.3M	\$200.0M	1.2%	
Phase 1C – PE EQ	\$0	\$39.6M	0%	



Estimated cost within planned budget



Estimated cost within 5% of planned budget



Estimated cost greater than 5% of planned budget

1.1.4 Funding

Table 1-5 summarizes the anticipated funding sources and funds spent to date for the ETSU Program.

Table 1-5: Summary of Funding Sources

Funding Source	Funds Spent to Date from Sources	Anticipated Funding Amount (Percent of Total Funding)	Comments
District Funds	\$10.4M	\$0 (0%)	District funds used to pay for design services prior to Sept. 2021.
Bonds	\$3.4M	\$246M (51%)	Bond funding is assumed to be baseline funding source.
CWSRF	\$0	\$0 (0%)	CWSRF applications for Phases 1A, 1B, and 1C resubmitted in Dec. 2021.
WIFIA	\$0	\$236M (49%)	WIFIA loan closed in Dec. 2021; low interest funding for 49% of program.

1.1.5 Reportable Accidents

Table 1-6 summarizes the OSHA reportable accidents during the duration of the ETSU program.

Table 1-6 Reportable Accidents

Reportable Accident	Program Phase	Incident Description	Date Reported	Cause	Resolution	Follow Up Status
Issue No. 1	N/A	N/A	N/A	N/A	N/A	N/A

 *Follow Up Complete*

 *Follow Up in Progress*

 *Follow Up Required*

1.2 Major Accomplishments During Reporting Period

Table 1-7 summarizes major program accomplishments during Fiscal Year 2022 – Quarter No. 3.

Table 1-7: Major Program Accomplishments

Activity	Status	Next Milestone
Phase 1A – Aeration Basin Modifications	Board Awarded construction contract in January. Notice to Proceed issued to contractor in March 2022.	Construction completion schedule for January 2026.
Phase 1A – Campus Building	Staff began advertising the project for bids in March 2022.	Board consideration for award of Project to take place in mid-2022.
Phase 1B – Secondary Clarifier and Effluent Facilities	Staff received proposals for Value Engineering Review in March 2022.	Design completion to take place prior to May 2024.

1.3 Program Management Key Concerns

Table 1-8 summarizes the status of key program elements that could impact the overall success of the ETSU Program.

Table 1-8: Program Key Concerns

Activity	Status	Comments
Modifications to ACWD Water Main	Design Consultant Initial submittal to ACWD was in August 2021. 2 nd resubmittal occurred in March 2022.	ACWD review and approval of new water main, meters, and easement must be completed prior to construction of the new lines during the Campus Building project.
Building Permit (City of Union City)	All City of Union City plan review comments were addressed in March and application for the permits is awaiting application by the Contractor after award.	Building permit plan review from the City of Union City required prior to awarding project.

Detailed Program Management Information

1.4 Detailed Program Costs

The following tables show the detailed costs to date for contracts for each element of the ETSU Program.

Table 2-1: Phase 1A – Aeration Basin Modifications Cost Summary (through March 2022)

Consultant / Contractor	Phase	Actual Expenditures to Date	Total Contracted Cost	Contract Expended to Date (%)
Hazen and Sawyer	Design	\$7,415,261	\$7,601,955	97.5%
Jacobs Engineering	Design	\$10,683	\$10,703	99.8%
Psomas	Design/Construction	\$189,734	\$6,777,552	2.8%
W. M. Lyles	Construction	\$0	\$121,040,201	0%
Hazen and Sawyer	Construction	\$0	\$3,924,756	0%

Table 2-2: Phase 1A – Campus Building Cost Summary (through March 2022)

Consultant / Contractor	Phase	Actual Expenditures to Date	Total Contracted Cost	Contract Expended to Date (%)
Hazen and Sawyer (Burks Toma Architects)	Design	\$3,448,206	\$3,737,412	92.3%
Psomas	Design/Construction	\$272,684	\$4,208,731	6.5%

Table 2-3: Phase 1B – SC and EF Cost Summary (through March 2022)

Consultant / Contractor	Phase	Actual Expenditures to Date	Total Contracted Cost	Contract Expended to Date (%)
Hazen and Sawyer	Design	\$2,325,362	\$7,960,952	29.2%

1.5 Program Milestone Schedule

Phase	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029
1A - AB Mods Design										
1A - AB Mods Bid Period										
1A - AB Mods Construction										
1A - Campus Design										
1A - Campus Bid Period										
1A - Campus Construction										
1B - Design										
1B - Bid Period										
1B - Construction										
1C - Design										
1C - Bid Period										
1C - Construction										

2. Program Key Performance Indicator Descriptions

Five (5) KPIs were established to gauge the progress of the program. These KPIs represent various success factors associated with program management and delivery phases and are summarized in Figure 3-1 and Table 3-1.

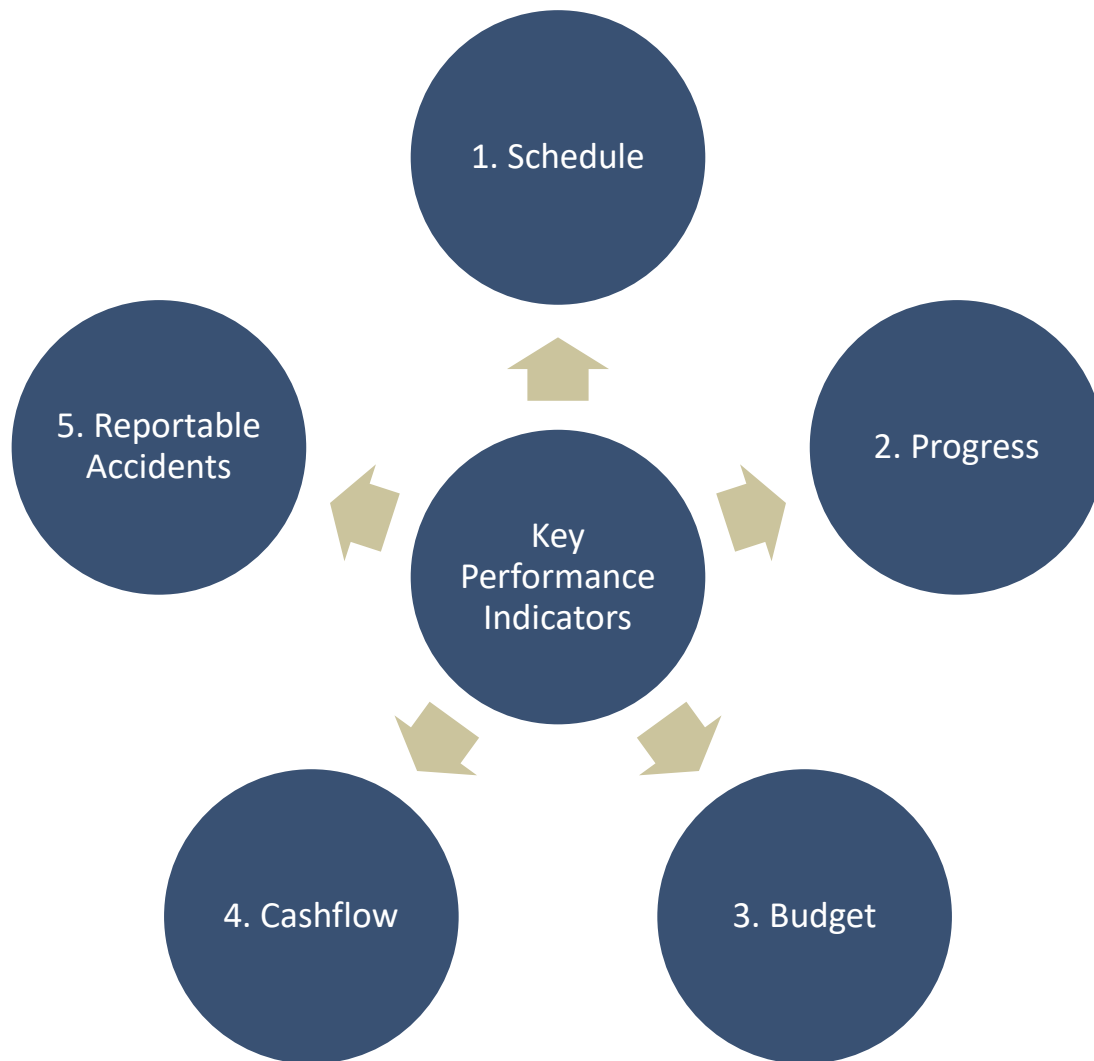





Figure 3-1: Key Performance Indicators of the ETSU Program

Table 3-1: Key Performance Indicator Metrics

Key Performance Indicator	Description	Overall Program Status		
				
1. Schedule	Relationship between planned and actual schedule	Milestone on schedule	Milestone within 2 months of schedule	Milestone >2 months behind schedule
2. Progress	Progress to Date	Complete	In Progress	Not Started
3. Budget	Relationship between planned and actual budget	Funds spent are within planned Budget	Funds spent are within 5% of planned Budget	Funds spent are >5% above planned Budget
4. Cashflow	Actual funds spent versus projected for period	Funds spent are within +/- 10% of projected spent	Funds spent are within +/- 20% of projected spent	Funds spent are more than +/- 20% of projected spent
5. Reportable Accidents	Number of OSHA reportable accidents	0	1-2	>2

**Directors**

Manny Fernandez
Tom Handley
Pat Kite
Anjali Lathi
Jennifer Toy

Officers

Paul R. Eldredge
*General Manager/
District Engineer*

Karen W. Murphy
Attorney

MAY 23, 2022
BOARD OF DIRECTORS MEETING
AGENDA ITEM # 21

TITLE: COVID-19 Update (*This is an Information Item*)

SUBMITTED: Paul R. Eldredge, General Manager/District Engineer

Recommendation

Information only.

Discussion

None.

Background

General Manager Eldredge will provide an update on the District's COVID-19 response and staffing levels.

Previous Board Action

None.

**UNION SANITARY DISTRICT
CHECK REGISTER
04/30/2022-05/13/2022**

Check No.	Date	Dept	Invoice No.	Vendor	Description	Invoice Amt	Check Am
180654	5/5/2022	114	2011800323	HAZEN AND SAWYER	CAMPUS BUILDINGS (ADMIN, FMC, OPS)	\$63,790.51	\$322,126.34
	5/5/2022	114	2011800414		ETSU PHASE 1B PROJECT	\$114,078.40	
	5/5/2022	114	201180101		MP - AERATION BASIN MODIFICATIONS	\$69,612.50	
	5/5/2022	114	2011800227		MP - AERATION BASIN MODIFICATIONS	\$74,644.93	
180688	5/5/2022	143	800524.4	WESTERN WATER	CENTRIFUGE BUILDING IMPROVEMENTS	\$220,638.75	\$220,638.75
180695	5/12/2022	170	422003	BOULDEN ENERGY SYSTEMS LLC	1 HEAT RECOVERY BOILER	\$73,155.00	\$73,155.00
180634	5/5/2022	143	22186	CAROLLO ENGINEERS	PRIMARY DIGESTER NO. 7	\$44,428.34	\$44,428.34
180723	5/12/2022	143	222107	TANNER PACIFIC INC	ALVARADO INFLUENT PS PUMPS AND VFDS	\$16,122.50	\$42,442.50
	5/12/2022	143	222109		AERATION BLOWER 11 & CENTRIFUGE BLDG IMPROV	\$26,320.00	
180712	5/12/2022	143	800501.19	KIEWIT INFRASTRUCTURE WEST CO	ALVARADO INFLUENT PS PUMPS AND VFDS	\$42,322.69	\$42,322.69
180711	5/12/2022	110	9017749988	KEMIRA WATER SOLUTIONS INC	45,900 LBS FERROUS CHLORIDE	\$6,662.15	\$28,826.59
	5/12/2022	110	9017749733		48,460 LBS FERROUS CHLORIDE	\$7,485.76	
	5/12/2022	110	9017749734		48,200 LBS FERROUS CHLORIDE	\$7,192.92	
	5/12/2022	110	9017749084		48,460 LBS FERROUS CHLORIDE	\$7,485.76	
180718	5/12/2022	143	182606	PSOMAS CORP	STANDBY POWER SYSTEM UPGRADE	\$18,959.00	\$18,959.00
180683	5/5/2022	110	470004782	USP TECHNOLOGIES	3458 GALS HYDROGEN PEROXIDE	\$15,457.26	\$15,457.26

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180717	5/12/2022	110	3000098251	OLIN CORPORATION	4806.2 GALS SODIUM HYPOCHLORITE	\$3,747.29	\$13,984.96
	5/12/2022	110	3000097631		4832 GALS SODIUM HYPOCHLORITE	\$3,767.42	
	5/12/2022	110	3000098252		3501.5 GALS SODIUM HYPOCHLORITE	\$2,730.05	
	5/12/2022	110	3000100057		4797.1 GALS SODIUM HYPOCHLORITE	\$3,740.20	
180646	5/5/2022	170	248762	FRANK A OLSEN COMPANY	3 CHECK VALVES	\$13,658.53	\$13,658.53
180693	5/12/2022		B05HLR	BENEFIT COORDINATORS CORP	DELTA DENTAL CLAIMS - APR 2022	\$11,342.42	\$11,342.42
180689	5/12/2022	114	21923017	ABC IMAGING, INC	MP - AERATION BASIN MODIFICATIONS	\$11,188.64	\$11,188.64
180713	5/12/2022		374322220501	LINCOLN NATIONAL LIFE INS COMP	LIFE & DISABILITY INSURANCE - MAY 2022	\$9,326.55	\$9,326.55
180668	5/5/2022	110	3000096005	OLIN CORPORATION	4798.4 GALS SODIUM HYPOCHLORITE	\$3,741.21	\$7,561.49
	5/5/2022	110	3000097630		4899.8 GALS SODIUM HYPOCHLORITE	\$3,820.28	
180666	5/5/2022	121	398	NOZZTEQ INC	LUMBERJACK CUTTING CHAINS	\$7,259.66	\$7,259.66
180669	5/5/2022	110	1632001	POLYDYNE INC	42,700 LBS CLARIFLOC WE-539	\$6,365.27	\$6,365.27
180687	5/5/2022	143	2048836	WEST YOST ASSOCIATES	FORCE MAIN CORROSION REPAIRS PROJECT PHASE 3	\$5,581.50	\$5,581.50
180635	5/5/2022	173	607826	CDW GOVERNMENT LLC	KEMP PROXY ANNUAL SUPPORT	\$1,595.00	\$5,469.04
	5/5/2022	173	721539		2 BLOWER SWITCH	\$3,874.04	
180642	5/5/2022	170	113348	ENVIRONMENTAL LOGISTICS INC	HAZARDOUS WASTE HAULING	\$5,442.38	\$5,442.38
180704	5/12/2022	150	3058	ENS RESOURCES INC	PROFESSIONAL SERVICES	\$5,010.00	\$5,010.00
180647	5/5/2022		10643	GARNEY PACIFIC INC	REFUND # 45512	\$2,500.00	\$5,000.00
	5/5/2022		29225		REFUND # 45513	\$2,500.00	

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180709	5/12/2022	132	60240	HSI WORKPLACE COMPLIANCE	ONLINE SDS	\$5,000.00	\$5,000.00
180639	5/5/2022	170	26360	CRANETECH INC	SERVICE: CABLE REPLACEMENT	\$4,545.35	\$4,545.35
180664	5/5/2022	173	20863	NEOGOV	ONBOARD SUBSCRIPTION 04/12/2022 - 04/11/2023	\$4,328.10	\$4,328.10
180691	5/12/2022		18085554	AT&T	SERV: 03/20/22 - 04/19/22	\$3,577.17	\$3,829.17
	5/12/2022		18085552		SERV: 03/20/22 - 04/19/22	\$22.40	
	5/12/2022		18085576		SERV: 03/20/22 - 04/19/22	\$229.60	
180629	5/5/2022		B05H45	BENEFIT COORDINATORS CORP	DELTA DENTAL AND VSP STMT - MAY 2022	\$3,657.20	\$3,657.20
180692	5/12/2022	122	25550	BAYSCAPE LANDSCAPE MANAGEMENT	LANDSCAPE MAINTENANCE SERVICES - APR 2022	\$3,310.00	\$3,310.00
180651	5/5/2022		19877	GUGGENHEIM DEVELOPMENT SVCS	REFUND # 45518	\$3,300.00	\$3,300.00
180724	5/12/2022	122	3006592845	TK ELEVATOR CORPORATION	GOLD - FULL MAINTENANCE MAY 2022-APRIL 2023	\$3,300.00	\$3,300.00
180653	5/5/2022	170	3R3599	HARRINGTON INDUSTRIAL PLASTICS	ASTD PVC PARTS & MATERIALS	\$3,169.21	\$3,169.21
180684	5/5/2022		9904650602	VERIZON WIRELESS	WIRELESS SERV 03/21/22-04/20/22	\$3,119.67	\$3,119.67
180720	5/12/2022	110	22041235	S&S TRUCKING	GRIT HAULING 04/06/2022	\$785.12	\$2,713.90
	5/12/2022	110	22042109		GRIT HAULING 04/11 & 04/15/2022	\$1,928.78	

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180707	5/12/2022	171	9265959313	GRAINGER INC	ASTD PARTS & MATERIALS	\$75.00	\$2,550.84
	5/12/2022		9269146040		ASTD PARTS & MATERIALS	\$277.42	
	5/12/2022	170	9261970199		ASTD PARTS & MATERIALS	\$29.08	
	5/12/2022	122	9258735704		ASTD PARTS & MATERIALS	\$146.78	
	5/12/2022		9269062692		ASTD PARTS & MATERIALS	\$713.83	
	5/12/2022		9263309156		ASTD PARTS & MATERIALS	\$1,040.73	
	5/12/2022	122	9263521487		ASTD PARTS & MATERIALS	\$268.00	
180636	5/5/2022		22979	CLASSICS 36120 RUSCHIN LP	REFUND # 45526	\$2,500.00	\$2,500.00
180643	5/5/2022	173	2019635	FARALLON GEOGRAPHICS INC	ARCHES SSC SOFTWARE SUPPORT	\$500.00	\$2,500.00
	5/5/2022		2019574		ARCHES SSC SOFTWARE SUPPORT	\$2,000.00	
180677	5/5/2022		30533	SIMONDS MACHINERY	REFUND # 45519	\$2,500.00	\$2,500.00
180681	5/5/2022		32634	TRUMARK HOMES INC	REFUND # 45517	\$2,500.00	\$2,500.00
180665	5/5/2022	170	137740	NEW IMAGE LANDSCAPING CO	LANDSCAPE MAINTENANCE - FMC - APR	\$2,469.17	\$2,469.17
180657	5/5/2022	113	2204083	MCCAMPBELL ANALYTICAL	LAB SAMPLE ANALYSIS	\$585.00	\$2,358.00
	5/5/2022	113	2204246		LAB SAMPLE ANALYSIS	\$96.00	
	5/5/2022	113	2203K35		LAB SAMPLE ANALYSIS	\$963.00	
	5/5/2022	113	2204337		LAB SAMPLE ANALYSIS	\$714.00	
180632	5/5/2022	121	234317	BRENNTAG PACIFIC INC	2552 LBS SODIUM HYDROXIDE	\$1,562.24	\$2,346.91
	5/5/2022	121	234316		1276 LBS SODIUM HYDROXIDE	\$784.67	

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180696	5/12/2022	121	235609	BRENN TAG PACIFIC INC	3828 LBS SODIUM HYDROXIDE	\$2,291.35	\$2,291.35
180722	5/12/2022	170	15828	STATE ELECTRIC GENERATOR	SERVICE: GENERATOR	\$2,177.15	\$2,177.15
180678	5/5/2022		735133564902	STAPLES CONTRACT & COMMERCIAL	JANITORIAL & BREAKROOM SUPPLIES	\$775.49	\$1,925.38
	5/5/2022		735204330902		JANITORIAL & BREAKROOM SUPPLIES	\$483.86	
	5/5/2022		735283381802		JANITORIAL & BREAKROOM SUPPLIES	\$132.88	
	5/5/2022		735204330901		JANITORIAL & BREAKROOM SUPPLIES	\$312.28	
	5/5/2022		735283381801		JANITORIAL & BREAKROOM SUPPLIES	\$220.87	
180645	5/5/2022		185574	FITGUARD INC	PREVENTATIVE MAINTENANCE - EXERCISE CLUB EQUIPMENT	\$1,911.63	\$1,911.63
180732	5/12/2022	144	203026	WOODARD & CURRAN INC	PRETREATMENT CONSULTING SERVICES	\$1,812.50	\$1,812.50
180623	5/5/2022		20220410	AMAZON.COM LLC	04/22 - ASTD OFFICE SUPPLIES	\$1,800.40	\$1,800.40
180671	5/5/2022	123	8201115420	RED WING BUS ADVANTAGE ACCT	SAFETY SHOES: S. BULLIS	\$224.90	\$1,739.67
	5/5/2022	173	8201115217		SAFETY SHOES: L. SEBASTIAN	\$215.54	
	5/5/2022	121	8201115423		SAFETY SHOES: M. LOPEZ	\$208.33	
	5/5/2022	172	8201115552		SAFETY SHOES: J. RUIZ	\$225.00	
	5/5/2022	172	8201115990		SAFETY SHOES: M. HOVEY	\$223.75	
	5/5/2022	173	8201116001		SAFETY SHOES: R. TAI	\$215.54	
	5/5/2022	121	8201115989		SAFETY SHOES: T. MELLO	\$208.33	
	5/5/2022	172	8201115549		SAFETY SHOES: G. OSEGUERA	\$218.28	
180655	5/5/2022		4132203	INDUSTRIAL VIDEO & CONTROL	SOFTWARE ANNUAL SUPPORT RENEWAL	\$1,595.00	\$1,595.00

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180721	5/12/2022		2080060003	SAN LEANDRO ELECTRIC SUPPLY	ASTD ELECTRICAL SUPPLIES	\$69.47	\$1,536.81
	5/12/2022		2083059001		ASTD ELECTRICAL SUPPLIES	\$1,467.34	
180686	5/5/2022		8808148066	VWR INTERNATIONAL LLC	LAB SUPPLIES	\$168.26	\$1,477.85
	5/5/2022	113	8808152812		LAB SUPPLIES	\$143.96	
	5/5/2022		8808152813		LAB SUPPLIES	\$655.99	
	5/5/2022		8808148652		LAB SUPPLIES	\$397.92	
	5/5/2022		8808193198		LAB SUPPLIES	\$111.72	
180661	5/5/2022	171	2267992	MOBILE MODULAR MANAGEMENT CORP	FMC TRAILER RENTAL - MAY 2022	\$1,379.94	\$1,379.94
180660	5/5/2022	171	56305	METROMOBILE COMMUNICATIONS INC	11 RADIO BATTERIES & 2 MICS	\$1,292.45	\$1,292.45
180706	5/12/2022	173	20220512	MICHAEL GILL	EXP REIMB: DUO MFA 03/08/22 - 03/23/22	\$16.10	\$1,216.88
	5/12/2022	173	20220512.2		EXP REIMB: DUO MFA 04/23/22 - 05/23/22	\$300.00	
	5/12/2022	173	20220512.3		EXP REIMB: WILDCARD CERTIFICATE RENEWAL	\$899.98	
	5/12/2022	173	20220512.1		EXP REIMB: DUO MFA 03/23/22 - 03/23/22	\$0.80	
180625	5/5/2022		18053119	AT&T	SERV: 03/13/22 - 04/12/22	\$66.83	\$1,138.77
	5/5/2022		18022930		SERV: 03/10/22 - 04/09/22	\$983.24	
	5/5/2022		18053120		SERV: 03/13/22 - 04/12/22	\$88.70	
180662	5/5/2022	170	2400137165	MOTION INDUSTRIES INC	ASTD PARTS & MATERIALS	\$267.96	\$1,026.22
	5/5/2022		2400138191		ASTD PARTS & MATERIALS	\$758.26	
180679	5/5/2022	173	396025	TABLETMEDIA INC	ANNUAL TABLET MEDIA SUPPORT	\$975.00	\$975.00

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180702	5/12/2022	144	3573159	DAILY JOURNAL CORPORATION	AD: PUBLIC NOTICE	\$488.24	\$938.69
	5/12/2022	144	3573160		AD: PUBLIC NOTICE	\$450.45	
180640	5/5/2022		7047	ENERGY CHOICE INC	ASTD COGEN PARTS	\$895.86	\$895.86
180690	5/12/2022		2591015399	ARAMARK	UNIFORM LAUNDERING & RUGS	\$470.16	\$887.03
	5/12/2022		2591015422		UNIFORM LAUNDERING SERVICE	\$416.87	
180650	5/5/2022	123	9260169199	GRAINGER INC	ASTD PARTS & MATERIALS	\$597.03	\$876.01
	5/5/2022		9239822258		ASTD PARTS & MATERIALS	\$47.07	
	5/5/2022		9260021135		ASTD PARTS & MATERIALS	\$504.97	
	5/5/2022	170	9261954722		CREDIT: ASTD PARTS & MATERIALS	\$-273.06	
180626	5/5/2022		2860489606	AT&T	SERV: 03/11/22 - 04/10/22	\$872.58	\$872.58
180697	5/12/2022	113	632266	CALTEST ANALYTICAL LABORATORY	11 LAB SAMPLE ANALYSIS	\$728.75	\$854.15
	5/12/2022	113	632284		2 LAB SAMPLE ANALYSIS	\$125.40	
180716	5/12/2022	170	76274538	MCMASTER SUPPLY INC	ASTD PARTS & MATERIALS	\$486.49	\$842.37
	5/12/2022		77717929		ASTD PARTS & MATERIALS	\$275.76	
	5/12/2022	170	77402893		ASTD PARTS & MATERIALS	\$80.12	
180663	5/5/2022	170	962411286	MSA	1 SENSOR	\$823.53	\$823.53

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180630	5/5/2022	120	17032410	BLAISDELL'S	ASTD OFFICE SUPPLIES	\$24.10	\$818.35
	5/5/2022	173	17005810		ASTD OFFICE SUPPLIES	\$664.44	
	5/5/2022	173	17005811		1 SIT/STAND STATION	\$91.61	
	5/5/2022	120	17032411		ASTD OFFICE SUPPLIES	\$38.20	
180659	5/5/2022		77070079	MCMaster SUPPLY INC	ASTD PARTS & MATERIALS	\$512.56	\$800.15
	5/5/2022	170	77218989		ASTD PARTS & MATERIALS	\$123.95	
	5/5/2022	170	76305704		ASTD PARTS & MATERIALS	\$91.26	
	5/5/2022	170	77157031		ASTD PARTS & MATERIALS	\$72.38	
180637	5/5/2022		10245	CLASSICS 36120 RUSCHIN LP	REFUND # 45530	\$800.00	\$800.00
180627	5/5/2022		18053116	AT&T	SERV: 03/13/22 - 04/12/22	\$753.66	\$797.09
	5/5/2022		18053118		SERV: 03/13/22 - 04/12/22	\$43.43	
180624	5/5/2022		2591012350	ARAMARK	ASTD DUST MOPS, WET MOPS & TERRY	\$59.06	\$793.66
	5/5/2022		2591012379		UNIFORM LAUNDERING & RUGS	\$330.91	
	5/5/2022		2591012403		UNIFORM LAUNDERING SERVICE	\$403.69	
180725	5/12/2022		12665705	TRIMBLE INC	6 BATTERY PACKS	\$762.89	\$762.89
180680	5/5/2022		20517258	TELEDYNE ISCO INC	2 SAMPLE TUBING	\$934.73	\$705.94
	5/5/2022		2055367		CR: SAMPLE TUBING	\$-1,020.65	
	5/5/2022		20531000		SAMPLING SUPPLIES	\$791.86	
180715	5/12/2022	113	2204469	MCCAMPBELL ANALYTICAL	LAB SAMPLE ANALYSIS	\$695.00	\$695.00

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180628	5/5/2022	170	498130	AUTO BODY TOOLMART	ASTD PARTS & MATERIALS	\$670.05	\$670.05
180619	5/5/2022	120	9702621287	AIRGAS NCN	CREDIT: ASTD PARTS & MATERIALS	\$-283.52	\$593.94
	5/5/2022	170	9124469828		4 CY ARGON	\$1,255.65	
	5/5/2022	120	9702595782		CREDIT: SAFETY HARNESS	\$-541.38	
	5/5/2022	170	9124711559		ASTD PARTS & MATERIALS	\$163.19	
180729	5/12/2022	113	8808253800	VWR INTERNATIONAL LLC	LAB SUPPLIES	\$197.02	\$591.86
	5/12/2022		8808253799		LAB SUPPLIES	\$330.72	
	5/12/2022	113	8808219179		LAB SUPPLIES	\$64.12	
180731	5/12/2022	120	2729013001	WHCI PLUMBING SUPPLY CO	ASTD PARTS & MATERIALS	\$294.86	\$570.15
	5/12/2022	122	2728723001		ASTD PARTS & MATERIALS	\$275.29	
180622	5/5/2022		29248	NAGA ALLA	REFUND # 45525	\$500.00	\$500.00
180705	5/12/2022	113	1752237	FISHER SCIENTIFIC	LAB SUPPLIES	\$459.22	\$459.22
180708	5/12/2022	170	39243	HAYWARD PIPE AND SUPPLY	ASTD PARTS & MATERIALS	\$428.54	\$428.54
180675	5/5/2022		2084222001	SAN LEANDRO ELECTRIC SUPPLY	ASTD ELECTRICAL SUPPLIES	\$422.32	\$422.32
180685	5/5/2022		9904650601	VERIZON WIRELESS	WIRELESS SERV 03/21/22-04/20/22	\$406.38	\$406.38
180618	5/5/2022	114	21912851	ABC IMAGING, INC	CAMPUS BUILDINGS (ADMIN, FMC, OPS)~	\$337.26	\$337.26
180670	5/5/2022		173166	PREFERRED ALLIANCE INC	MAR 2022 SERVICE FEE	\$320.76	\$320.76
180694	5/12/2022	120	16979160	BLAISDELL'S	ASTD OFFICE SUPPLIES	\$317.35	\$317.35
180727	5/12/2022	136	98XW53162	UPS - UNITED PARCEL SERVICE	SHIPPING CHARGES W/E 04/16/22	\$309.53	\$309.53

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180649	5/5/2022	144	4095210202	GLACIER ICE COMPANY INC	144 7-LB BAGS OF ICE	\$303.03	\$303.03
180652	5/5/2022	160	20220428	TOM HANDLEY	EXP REIMB: IPAD & ACCESSORIES PER POLICY 2165	\$299.75	\$299.75
180648	5/5/2022	173	20220428	MICHAEL GILL	EXP REIMB: DUO MFA 02/23/22 - 03/23/22	\$240.00	\$240.00
180714	5/12/2022		5349107	MALLORY SAFETY AND SUPPLY LLC	60 PR GLOVES	\$224.08	\$224.08
180728	5/12/2022		579511	VALLEY OIL COMPANY	30 TUBES GREASE	\$191.05	\$191.05
180699	5/12/2022	143	20220506	KEVIN CHUN	EXP REIMB: PE LICENSE RENEWAL FEE	\$180.00	\$180.00
180656	5/5/2022		5339491	MALLORY SAFETY AND SUPPLY LLC	48 PR GLOVES	\$179.27	\$179.27
180641	5/5/2022		1000691842	ENVIRONMENTAL EXPRESS	ASTD LAB SUPPLIES	\$170.78	\$170.78
180719	5/12/2022	120	20220511	JESSICA RODRIGUEZ	EXP REIMB: RECRUITMENT PANEL LUNCH	\$164.72	\$164.72
180620	5/5/2022	141	1631	ALAMEDA COUNTY TREASURER	54 ASSESSOR MAPS	\$162.00	\$162.00
180710	5/12/2022	170	62600000251730	KELLY-MOORE PAINT COMPANY	ASTD PAINTING SUPPLIES	\$151.19	\$151.19
180667	5/5/2022	173	9002	OJO TECHNOLOGY INC	LENEL ANNUAL SOFTWARE SUPPORT	\$148.57	\$148.57
180682	5/5/2022	136	98XW53152	UPS - UNITED PARCEL SERVICE	SHIPPING CHARGES W/E 04/09/22	\$132.67	\$132.67
180673	5/5/2022		3972152004	S & S SUPPLIES & SOLUTIONS	ASTD SAFETY SUPPLIES	\$131.88	\$131.88
180633	5/5/2022	132	573619	STATE OF CALIFORNIA	4 NEW HIRE FINGERPRINTS	\$128.00	\$128.00
180703	5/12/2022	120	20220502	MICHAEL DELA ROSA	EXP REIMB: SWRCB RENEWAL FEE	\$126.00	\$126.00
180674	5/5/2022	170	85340220220422	SAN FRANCISCO WATER DEPT	SERVICE 03/21/2022 - 04/22/22	\$125.56	\$125.56
180730	5/12/2022		4345733	WESTERN ENERGY SYSTEMS	ASTD COGEN PARTS	\$105.60	\$105.60
180621	5/5/2022	170	4088644120220425	ALAMEDA COUNTY WATER DISTRICT	SERV TO: 04/21/22 - BOYCE ROAD	\$85.21	\$85.21

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180672	5/5/2022	120	20220502	JESSICA RODRIGUEZ	EXP REIMB: CS SAFETY MEETING SNACKS	\$69.96	\$69.96
180700	5/12/2022	120	20220505	KEVIN COFFEE	EXP REIMB: RECRUITMENT PANEL LUNCH	\$65.23	\$65.23
180638	5/5/2022	132	75000465	CONCENTRA MEDICAL CENTERS	2 LAB TESTS	\$64.00	\$64.00
180726	5/12/2022	141	433420	ULTRAEX LLC	COURIER SVCS: 1 BOARDMEMBER DELIVERY - 04/17/22	\$50.26	\$50.26
180658	5/5/2022	150	20220428	REGINA MCEVOY	EXP REIMB: NOTARY EXAM FEE	\$40.00	\$40.00
180644	5/5/2022	170	348571836	FEDERAL EXPRESS CORPORATION	SHIPPING SERVICE	\$39.75	\$39.75
180676	5/5/2022	170	2204061	SGS NORTH AMERICA INC	2 ANALYSIS	\$38.00	\$38.00
180631	5/5/2022	143	20220502	SOMPORN BOONSALAT	EXP REIMB: FLOWERS - BAUTISTA	\$33.13	\$33.13
180701	5/12/2022	132	75071067	CONCENTRA MEDICAL CENTERS	1 LAB TEST	\$32.00	\$32.00
180698	5/12/2022	122	327245	CENTERVILLE LOCKSMITH	ASTD KEYS & TAGS	\$11.74	\$11.74

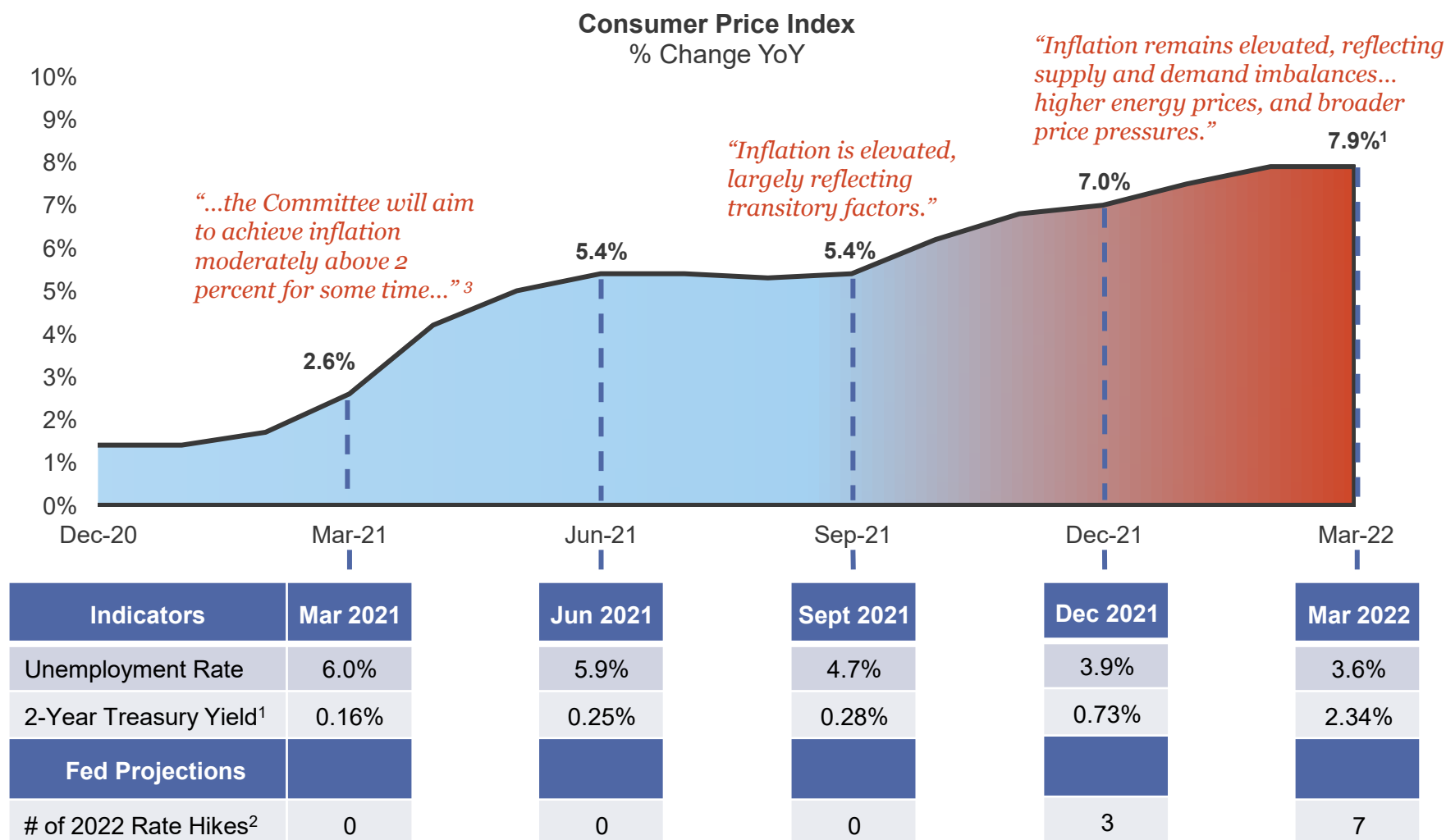
Invoices:

Credit Memos :	4	-2,118.61
\$0 - \$1,000 :	122	39,406.19
\$1,000 - \$10,000 :	48	170,618.47
\$10,000 - \$100,000 :	13	481,002.32
Over \$100,000 :	2	334,717.15
Total:	189	1,023,625.52

Checks:

\$0 - \$1,000 :	59	23,759.09
\$1,000 - \$10,000 :	43	141,335.41
\$10,000 - \$100,000 :	11	315,765.93
Over \$100,000 :	2	542,765.09
Total:	115	1,023,625.52

Federal Reserve Policy Has Lagged Surging Inflation



Source: Bloomberg, data as of 4/01/2022.

1. March's CPI is assumed to remain unchanged from February's CPI reading of 7.9%; Treasury yields are as of month-end.

2. Calculated using the 2022 median Federal Funds rate from the FOMC Summary of Economic Projections. Assumes 0.25% rate hikes.

3. Quotes are sourced directly from FOMC press release statements.

**Directors**

Manny Fernandez
Tom Handley
Pat Kite
Anjali Lathi
Jennifer Toy

Officers

Paul R. Eldredge
*General Manager/
District Engineer*

Karen W. Murphy
Attorney

**MAY 23, 2022
BOARD OF DIRECTORS MEETING
AGENDA ITEM #13**

TITLE: Authorize the General Manager to Execute a Contract with Lubrication Engineers for the Oil Consolidation Project (*This is a Motion Item*)

SUBMITTED: Paul R. Eldredge, General Manager/District Engineer
Robert Simonich, FMC Work Group Manager
Chris Pachmayer, Electrical & Technology Team Coach
Scott Martin, Mechanical Team Coach

Recommendation

Authorized the General Manager to execute a contract with Lubrication Engineers (LE) for the oil consolidation project in the amount of \$150,316.~~0667~~3.

Discussion

The oil consolidation project is to implement an engineered lubrication system which will reduce the number of oils and greases at the District. The oil consolidation project will result in reducing the number of oil types from 12 to 6 and reduce the number of grease types from 15 to 3. Reducing the number of oil and greases will result in lower storage costs, overall simplicity in application and streamlining ordering.

The District's purchasing policy requires Board of Director approval for contracts that total over \$100,000. To date the District has issued two contracts to Lubrication Engineers for the Oil consolidation project that total \$93,780.~~0667~~. The third contract in the amount of \$56,536.06 will bring the total project cost to \$150,316.~~0667~~3. The table below provides a summary of each contract and how much each contract costs.

**DESK ITEM
Item #13
5/23/22**

Contract 1	Labor to conduct oil and grease purge and fill (Work will take place for a continuous 2-week duration)	\$49,250.00
Contract 2	Oil and Grease bulk material	\$44,530.67
Contract 3	Ancillary equipment required to implement engineered lubrication system (equipment fittings and adapters, color coding materials, distribution and storage containers)	\$56,536.06
All Contracts	Total Project Cost	\$150,316.73

Background

In 2019, the District consulted with Lubrication Engineers (LE) to create an oil consolidation project. Due to the Covid 19 pandemic, the project was put on hold. As a result of lifting Covid-19 pandemic restrictions, FMC staff was able to restart the project in February of 2022.

Previous Board Action

No previous Board Action was taken for this subject.