



**BOARD MEETING AGENDA**  
**Monday, October 14, 2013**  
**Regular Meeting - 7:00 P.M.**

**Directors**  
Manny Fernandez  
Tom Handley  
Pat Kite  
Anjali Lathi  
Jennifer Toy

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

David M. O'Hara  
*Attorney*

1. Call to Order.

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2. Pledge of Allegiance.

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3. Roll Call.

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Motion

4. Minutes of the September 23, 2013 Regular Board Meeting.  
*Motion approving the Minutes of September 23, 2013 as submitted.*

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5. Written Communications.

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6. Oral Communications.

*The public may provide oral comments at regular and special Board meetings; however, whenever possible, written statements are preferred (to be received at the Union Sanitary District office at least one working day prior to the meeting). This portion of the agenda is where a member of the public may address and ask questions of the Board relating to any matter within the Board's jurisdiction that is not on the agenda. If the subject relates to an agenda item, the speaker should address the Board at the time the item is considered. Oral comments are limited to three minutes per individuals, with a maximum of 30 minutes per subject. Speaker's cards will be available in the Boardroom and are to be completed prior to discussion.*

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Presentation

7. Award for Achievement of Excellence in Procurement

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8. This item has been pulled by staff.

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Motion

9. Authorizing the General Manager to Approve Contract Change Order No. 10 with D. W. Nicholson Corporation for the Cogeneration Project (Chau) (to be reviewed by the Construction Committee).

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Motion

10. Resolution No. 2718, Dedicating and Pledging the Net Revenues for the Repayment of Any and All State Revolving Fund Financial Assistance on the Thickener Control Building Improvements Project (Pipkin) (to be reviewed by the Construction Committee).

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Information

11. Alternate Compensation Program, FY 2013 Report (Ghossain) (to be reviewed by the Budget & Finance Committee).

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Motion

12. Reviewing and Approving Board Policy 3030, Board Member Business Expense (to be reviewed by the Personnel Committee).

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Motion

13. Reviewing and Approving Policy No. 2075, Revised Surplus Property Disposal (to be reviewed by the Budget & Finance Committee).

- Motion 14. Reviewing and Approving Board Policy 3070, Board Officers and Committee Membership (to be reviewed by the Personnel Committee).
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INFORMATION ITEMS

15. Annual Report to Union City, Fiscal Year 2013 (to be reviewed by the Legal/Community Affairs Committee).
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16. Legislative Update for October (to be reviewed by the Legislative Committee).
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17. Check Register.
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18. Committee Meeting Reports (*No Board action is taken at Committee meetings*):

- ✓ Budget & Finance, Tuesday, 10/8/13, 4:00 p.m.
    - General Manager's Expense Request
  - ✓ Construction, Tuesday, 10/8/13, 4:30 p.m.
  - ✓ Legal/Community Affairs, Thursday, 10/10/13, 4:30 p.m.
  - ✓ Personnel, Thursday, 10/10/13, 5:00 p.m.
  - ✓ Legislative, Friday, 10/11/13, 5:00 p.m.
- 

19. General Manager's Report (*information on recent issues of interest to the Board*).
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20. Other Business:

- ✓ Comments and questions. Directors can share information relating to District business and are welcome to request information from staff.
  - ✓ Scheduling matters for future consideration.
- 

21. Adjournment – The Board will adjourn to a Closed Litigation Session to Discuss Settlement of the Carter vs. EBDA Lawsuit (California Code Section 54956.9).
- 

22. Reconvention - The Board will reconvene in Open Session.
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- Motion 23. Authorizing USD's EBDA Representative to Propose a Settlement Agreement Associated with Legal Action in Carter vs. EBDA (to be reviewed by the Legal and Community Affairs Committee)
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24. Adjournment - The Board will adjourn to a Board Workshop on Monday, October 21, 2013 at 6:30 p.m. in the Alvarado Conference Room, to discuss Management and Unclassified Employee Benefits.
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25. Adjournment - The Board will then adjourn to the next Regular Board Meeting on Monday, October 28, 2013 in the Boardroom at 7:00 p.m.

The Public is welcome to provide oral comments at Regular and Special Board meetings. Whenever possible, we request that written statements be provided to the District at least one working day prior to the meeting. If the subject relates to an agenda item, the speaker should address the Board at the time the item is considered. If the subject is within the Board's jurisdiction but not on the agenda, the speaker will be heard at the time "Oral Communications" is scheduled. Oral Communications is limited to three minutes per individual, with a maximum of 30 minutes per subject. Speaker's cards are available in the Boardroom and should be completed prior to discussion of the agenda item and handed to the Clerk. The facilities at the District Offices are wheelchair accessible. Any attendee requiring other special accommodations at the meeting should contact the General Manager's office at (510) 477-7503 at least one working day ahead of the meeting.

THE PUBLIC IS WELCOME TO ATTEND.

**MINUTES OF THE MEETING OF THE  
BOARD OF DIRECTORS OF  
UNION SANITARY DISTRICT  
SEPTEMBER 23, 2013**

**1. CALL TO ORDER**

President Lathi called the Board to Order at 7:00 p.m.

**2. PLEDGE OF ALLEGIANCE**

**3. ROLL CALL**

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

ABSENT: None

STAFF: Rich Currie, General Manager  
Rich Cortes, Manager, Business Services  
Jesse Gill, Manager, Technical Support & Customer Service  
Dave Livingston, Manager, Treatment & Disposal Services  
Ed McCormick, Deputy General Manager  
Andy Morrison, Manager, Collection Services  
David O'Hara, Legal Counsel  
Michelle Powell, Communications Coordinator  
Maria Scott, Principal Financial Analyst  
Robert Simonich, Manager, Fabrication, Maintenance & Construction  
Tom Graves, Assistant to the General Manager/Board Secretary

CONSULTANTS: None

VISITORS: None

4. **APPROVAL OF THE MINUTES OF SEPTEMBER 9, 2013**

Action

On a motion made by Director Kite and seconded by Director Toy, the Minutes of the Board of Directors Meeting of September 9, 2013 were approved. The motion carried unanimously.

5. **WRITTEN COMMUNICATIONS**

There were no official written communications.

6. **ORAL COMMUNICATIONS**

There were no oral communications.

Information

7. **MONTHLY OPERATIONS REPORT FOR AUGUST, 2013**

GM Summary

GM Currie said there were three odor complaints in August, none of which were attributable to USD. There were no accidents or injuries, continuing the streak of 225+ days. Auditors were on site in August, both for a single audit and for the regular audit, as well. There were no spills for August. Hours Worked are increasing per week, and Sick Leave Usage is decreasing. And finally, we are in the middle of a major recruitment for the TSCS Manager replacement.

Financials

Maria Scott presented the Financial Report.

Director Fernandez inquired if the Capacity Fees were unexpected, and Ms. Scott replied in the affirmative.

The Board had no further questions.

8. **RESOLUTION NO. 2716, ACCEPTING THE CONSTRUCTION OF THE BOYCE ROAD LIFT STATION PROJECT FROM GSE CONSTRUCTION COMPANY, INC., AND AUTHORIZING THE ATTORNEY FOR THE DISTRICT TO RECORD A NOTICE OF COMPLETION**

TSCS Manager Jesse Gill gave a brief recap of the project, which required 67 change orders at a total cost of \$1.3M, which was 28.9% of the original contract amount. The Contractor has currently not completed all work on the Punch List and has some administrative requirements remaining. If these items are not completed by the time Notice of Completion is filed, staff will withhold 125% of the value of the work until completion.

Action

On a motion made by Director Kite and seconded by Director Handley, the Board accepted construction of the Boyce Road Lift Station from GSE Construction Co., Inc., and authorized the attorney for the District to record a Notice of Completion. The motion carried unanimously.

Director Fernandez inquired about the elevation of the electrical room, keeping in mind the presentation on sea level rise the Board received at its last meeting. GM Currie stated that the Boyce Road Lift Station was the one facility pointed out by the consultant as being unaffected by rising sea levels.

Director Lathi inquired about in-kind services negotiated in Change Order No. 54. Mr. Gill said those in-kind services would be utilized in subsequent changes to the Lift Station that staff has identified, up to \$45K.

9. **APPROVING THE PUBLICLY AVAILABLE PAY SCHEDULE**

Manager Cortes said this approval is required due to the change in Unclassified salaries as a result of the survey conducted earlier.

Action

On a motion made by Director Handley and seconded by Director Toy, the Board adopted the Publicly Available Pay Schedule. The motion carried unanimously.

10. **REVIEWING AND APPROVING PROPOSED CHANGES TO POLICY 2930, INSPECTION OF PUBLIC RECORDS AND DUPLICATION CHARGE POLICY**

GM Currie explained that this policy was up for review at this time. Minor changes have been proposed, and redline and final copies have been provided.

Action

On a motion by Director Kite and seconded by Director Fernandez, the Board approved changes to Policy 2930, Inspection of Public Records and Duplication Charge Policy. The motion carried unanimously.

11. **ADOPTING AN INVESTMENT POLICY FOR FY 2014**

Principal Financial Analyst Scott presented the changes in the policy.

Director Handley asked how the quarterly review of the LAIF website policies in lieu of maintaining a LAIF Answerbook would be documented. He suggested that because the new change indicates the Manager of BS “shall” review, there should be a mechanism to show that it was done. Ms. Scott said she would make sure documentation was there.

Director Lathi asked if reviewing the summary of the portfolio holdings now includes reviewing the additional website information. Mr. Cortes said that was not the case.

Action

On a motion made by Director Toy and seconded by Director Fernandez, the Board adopted the investment Policy for FY2014. The motion carried unanimously.

## **INFORMATION ITEMS**

### **12. REVIEWING THE DRAFT NEWSLETTER AND PROVIDING COMMENTS TO STAFF**

The Board reviewed the draft newsletter and provided feedback to staff. The Board was pleased with the changes recommended by the Committee, shown in a handout to the Board. A revised draft will be sent to the Board during the week. For the next newsletter, the Board suggested a meeting with the Legal/Community Affairs Committee well in advance to review newsletter preparation/design options.

### **13. CHECK REGISTER**

Director Handley asked about charges for window cleaning.

#### **13.1 EBDA COMMISSION MEETING REPORT**

Director Handley delivered the report. There were no questions from the Board.

### **14. The following committees met: Personnel, Budget & Finance, Legal/Community Affairs and Construction.**

### **15. GENERAL MANAGER'S REPORT**

GM Currie said there have been two more odor complaints at the District so far this month, and while the first complaint was more than likely related to the bay, the second complaint may have had something to do with the secondary clarifiers. The affected resident said he intends to make a "formal" complaint, but what that means is unclear. We will continue to be in contact with him, and will keep working with him to identify the source of these odors.

Director Handley suggested that we also make sure the resident is aware of our efforts around odor control, including the odor wall, raising the stacks, etc.

A Construction Inspector has been hired who previously worked for Castro Valley.

GM Currie said that the District received in positive correspondence with Eric Tsai, who had complained earlier about the lack of information on our public website.

**15. GENERAL MANAGER'S REPORT (continued)**

There was a near miss incident experienced by one of our collection crews, caused by an electrical line that PG&E had not properly identified. We were fortunate that there were no injuries, and PG&E should have a permanent fix there soon.

Finally, the District has received a letter from the Alameda County Grand Jury requesting information on employee benefits.

Director Handley suggested that in answering the questionnaire, we be sure to mention to the Grand Jury the steps the District took last year in this regard.

**16. OTHER BUSINESS**

Director Lathi inquired if Mr. Tsai had scheduled a tour, and Mr. Currie said no.

Director Kite reported that she had attended a meeting of the Alameda County Special Districts Association, and that the presentation on the history of the Alameda County Watershed by Paul Sethy was especially interesting.

Director Handley requested that the Legal/Community Affairs Committee meet to discuss EBDA issues.

**17. ADJOURNMENT**

At 7:46 p.m., the Board adjourned to a Closed Session to discuss the discipline of a public employee in accordance with Ca. Government Code Section 54957.

**18. ADJOURNMENT**

At 8:05 p.m., the Board adjourned to the next Regular Board Meeting on Monday, October 14, 2013 at 7:00 p.m. in the Boardroom.

SUBMITTED:

ATTEST:

\_\_\_\_\_  
TOM GRAVES  
SECRETARY TO THE BOARD

\_\_\_\_\_  
JENNIFER TOY  
SECRETARY

APPROVED:

\_\_\_\_\_  
ANJALI LATHI  
PRESIDENT

Adopted this 14th day of October, 2013.



**Directors**  
Manny Fernandez  
Tom Handley  
Pat Kite  
Anjali Lathi  
Jennifer Toy

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

David M. O'Hara  
*Attorney*

**DATE:** October 14, 2013

**MEMO TO:** Board of Directors – Union Sanitary District

**FROM:** Richard B. Currie, General Manager/District Engineer  
Rich Cortes, Business Services Manager  
Roslyn Fuller, Purchasing Agent

**SUBJECT:** Agenda Item No. 7 – Meeting of October 14, 2013  
Information Item: **Award for Achievement of Excellence in Procurement**

**Recommendation:**

Present the Materials Management Team (MMT) with the Award for Achievement of Excellence in Procurement for 2013.

**Background:**

The National Purchasing Institute (NPI), the official public sector purchasing affiliate of the Institute for Supply Management, established a program designed to recognize organizational excellence in public procurement.

The award is earned by those public sector organizations that demonstrate excellence in the principles and processes of procurement by obtaining a high score based on standardized criteria in 19 performance areas. The criteria are designed to measure innovation, professionalism, productivity, e-procurement implementation and leadership attributes of the procurement functions of an organization.

NPI has awarded the prestigious Achievement of Excellence in Procurement Award for 2013 to Union Sanitary District. This is the seventh consecutive year the District has received the award. USD is one of only 36 government agencies in California and 23 special districts in the United States to receive the award.

October 7, 2013

Item 8 has been pulled by Staff.



**Directors**  
Manny Fernandez  
Tom Handley  
Pat Kite  
Anjali Lathi  
Jennifer Toy

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

David M. O'Hara  
*Attorney*

**DATE:** October 7, 2013

**MEMO TO:** Board of Directors - Union Sanitary District

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

**SUBJECT:** Agenda Item No. 9 – Meeting of October 14, 2013  
**AUTHORIZING THE GENERAL MANAGER TO APPROVE  
CONTRACT CHANGE ORDER NO. 10 WITH D. W. NICHOLSON  
CORPORATION FOR THE COGENERATION PROJECT**

### **Recommendation**

Staff recommends the Board authorize the General Manager to approve Contract Change Order (CCO) No. 10 in the not-to-exceed amount of \$180,000 with D. W. Nicholson Corporation (DWN) for the Cogeneration Project (Project).

### **Background**

The Board awarded the construction contract for the Project to DWN in the amount of \$10,566,358 on March 11, 2013. The Project will consist of the construction of two new 850-kilowatt engine generators housed within a new metal building, a new digester gas conditioning system, and modifications to the existing digester gas piping and hot water system.

The engine generators will utilize the digester gas produced by the primary and secondary digesters to generate electrical power that will be used within the wastewater treatment plant. The point of connection for the generated power will be at the plant's main 12,000-volt electrical switchgear where the power will be distributed to the various motor control centers and switchboards located throughout the plant to operate the process equipment.

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(510) 477-7500 FAX (510) 477-7501  
[www.unionsanitary.com](http://www.unionsanitary.com)

Staff issued the Notice to Proceed to DWN on April 5, 2013. The Project's construction period is 525 calendar days with an estimated completion of all project elements by October 2014. However, the Project will require the commissioning of the new engine generators within 435 calendar days, or by July 2014.

### **Electric Rule 21**

The California Public Utility Commission issued the Electric Rule 21, a set of regulations that describe the interconnection, operation, and metering requirements for generating facilities to be connected to a utility's electric grid. Rule 21 applies to those who: (1) generate power for their own use only and do not export power to the utility's electric grid, and (2) generate power for their own use and for export to the utility's electric grid for credit on their PG&E bills.

The District currently generates a total of 633 kilowatt of power from the existing digester gas engine generator (525 kilowatt) and solar carport (108 kilowatt). When the solar carport went into operation in 2010, PG&E executed a net energy metering agreement with the District that allowed any excess generated power be metered back to PG&E's grid. The Cogeneration Project will provide 1,700 kilowatt of power from the new engine generators. Upon successful completion of the Project, the District will decommission the existing engine generator. The total generated power will be revised to 1,808 kilowatt.

The new engine generators require the District to comply with Rule 21 and submit an interconnection application to PG&E. With the assistance of the design consultant, Carollo Engineers, the District submitted the application in October 2012. After reviewing the Project's proposed equipment and electrical power point of connection, PG&E determined that since the generated power from the new engine generators will exceed 1,000 kilowatt, the District cannot export this power to PG&E's grid. In order to prevent the inadvertent export of power, PG&E is requiring the District to replace the existing protective devices in the switchgear with new devices that are on PG&E's approved devices list.

### **Contract Change Order No. 10**

Since PG&E's requirements were not known during the design phase, Carollo did not include the new protective devices for the main utility breaker in the electrical switchgear. The District issued a request for quotation to DWN to install and test the new protective devices. Because this work is highly complicated, DWN's system integration subcontractor would need to hire a company that specializes in this type of work.

DWN received one quotation from Eaton Corporation, the original manufacturer of the electrical switchgear. DWN attempted to acquire quotations from two other vendors but the vendors declined since they didn't believe they could be competitive with Eaton. Additionally, the work carries some risk due to the complexity of the switchgear

equipment and the need for detailed coordination with the District to conduct the work during a plant-wide power outage.

The quotation includes provision of a new standalone enclosure with the new protective devices and switches, terminations of wires within the switchgear, current-measuring devices in the switchgear, testing of the new devices in conjunction with the existing main utility breaker, and Eaton’s engineering services. This quotation also includes markups by DWN and its subcontractor. The installation of the enclosure, conduits, and wiring will be covered under a separate contract change order with DWN.

Staff is still in the process of negotiating the final amount so the amount of \$180,000 is a not-to-exceed amount for this CCO.

The table below summarizes the Contract Change Orders executed thus far for the Project:

<b>CCO No.</b>	<b>Description</b>	<b>Amount</b>
1	Change to Bus Duct from Transformer to Cogeneration Switchgear	\$3,327
2	Temporary Bypass Piping for Flare No. 3	\$11,796
3	Flare Pilot and Pressure Regulator Piping Modifications	\$5,143
4	Electrical Room Roll-up Door Electrical Service	\$1,933
5	Generators 1 and 2 Cable Substitution	\$3,696
6	Revised Yard Drain Point of Connection	\$17,031
7	Alternate Gas Isolation Valve	\$5,475
8	Natural Gas Isolation Valve	\$4,114
9	Foundation Re-design for Metal Building System	\$35,827
<b>Total</b>		<b>\$88,342</b>

The total Change Order amount of \$88,342 is 0.8% of the construction contract amount. With the addition of CCO No. 10, the total Change Order amount would be \$268,342, or 2.5% of the construction contract amount.

Staff recommends the Board authorize the General Manager to approve Contract Change Order No. 10 in the not-to-exceed amount of \$180,000 with D. W. Nicholson Corporation for the Cogeneration Project.

RBC/JG/SG/RC;mp

Attachment: CCO No. 10

# CONTRACT CHANGE ORDER No. 010

## Union Sanitary District Cogeneration Project Project No. 800-359

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**ITEM: Modifications to Plant Main Switchgear (MVSA)**

Contractor is hereby directed to make the herein described changes from the plans and specifications or do the following work not included in the plans and specifications of this contract. All new work herein described shall be done in accordance with the applicable provisions of the plans and specifications, except as specifically modified by this Contract Change Order.

**DESCRIPTION OF CHANGE:**

Incorporate the modifications to the plant main switchgear (MVSA), in order to meet the current PG&E requirements to prevent reverse power export, as detailed in the attached Request for Quotation (RFQ) No. 8 and noting the following:

- A separate stand-alone enclosure will be provided to house the new MVSA components.
- The costs associated with (1) facilitating the required outages to incorporate the MVSA modifications noted above, (2) the conduit and wiring from the component enclosure to MVSA, and (3) the enclosure installation will be addressed in a separate Contract Change Order.

**REFERENCES:** Potential Change Order (PCO) No. 7/A/B  
Request for Quotation (RFQ) No. 8

**COST OF CHANGE: Not-to-exceed amount of \$180,000.00; Final amount pending negotiations.**

**CONTRACT TIME ADJUSTMENT:** none

We, the undersigned Contractor, have given careful consideration to all aspects of the change proposed and hereby agree. This Contract Change Order constitutes full and complete compensation for all labor, equipment, materials, overhead, profit, any and all indirect costs and time adjustment, including any delay and rescheduling, required to perform the above described change and will accept this Contract Change Order as full and final payment.

This document supplements the Contract Documents and all provisions of the Contract Documents will apply thereto. It is understood that the Contract Change Order shall be effective when fully executed by the District.

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**ACCEPTED:**  
**D.W. Nicholson Corporation**  
Project Manager:

By: \_\_\_\_\_  
Phillip Grove

Date: \_\_\_\_\_

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**RECOMMENDED FOR ACCEPTANCE:**  
**The COVELLO GROUP, Inc.**  
Construction Manager:

By: \_\_\_\_\_  
Mike Redig, P.E.

Date: \_\_\_\_\_

**AUTHORIZED STAFF APPROVAL:**

The Contractor shall not commence with the above-described work of this change order prior to the approval by the District's Authorized Staff.

**Union Sanitary District**  
District's Authorized Staff:

By: \_\_\_\_\_  
Richard B. Currie

Date: \_\_\_\_\_



**Directors**  
Manny Fernandez  
Tom Handley  
Pat Kite  
Anjali Lathi  
Jennifer Toy

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

David M. O'Hara  
*Attorney*

**DATE:** October 7, 2013

**MEMO TO:** Board of Directors - Union Sanitary District

**FROM:** Richard B. Currie, General Manager/District Engineer  
Jesse Gill, TSCS Work Group Manager  
Sami Ghossain, CIP Coach  
Raymond Chau, Principal Engineer  
Ric Pipkin, Senior Engineer

**SUBJECT:** Agenda Item No. 10 – Meeting of October 14, 2012

**RESOLUTION NO. 2718, DEDICATING AND PLEDGING THE NET REVENUES FOR THE REPAYMENT OF ANY AND ALL STATE REVOLVING FUND FINANCIAL ASSISTANCE ON THE THICKENER CONTROL BUILDING IMPROVEMENTS PROJECT**

### **Recommendation**

Adopt a Resolution to dedicate the Net Revenues for the repayment of any and all State Revolving Fund (SRF) financial assistance on the Thickener Control Building Improvements Project.

### **Background**

The State Water Resources Control Board (SWRCB) requires the District to dedicate all Net Revenues for the repayment of the SRF financial assistance. This dedicated source of revenue shall remain in effect throughout the term of such financing unless modifications or change of such dedication is approved in writing by the SWRCB. The attached Resolution reflects this change.

On December 10, 2012 the Board adopted Resolution 2691 to dedicate the Net Revenues for repayment of any and all SRF financial assistance on the Thickener Control Building Improvements Project. The District applied for financial assistance from the Clean Water State Revolving Fund in the amount of \$12.2 million. In September 2013 the SWRCB revised the Resolution language requirements as part of a revision of their application forms. Because the District's application for financial assistance is not yet approved by the SWRCB, the SWRCB is requiring that the District adopt this revised Resolution in order to remain eligible for this financial assistance.

Staff recommends the Board adopt a Resolution to dedicate the Net Revenues for repayment of any and all State Revolving Fund financial assistance on the Thickener Control Building Improvements Project.

RBC/JG/SG/RC/RP;mp

Attachment: Resolution

**RESOLUTION NO. 2718**

**DEDICATE AND PLEDGE THE NET REVENUES FOR THE REPAYMENT OF ANY AND ALL STATE REVOLVING FUND FINANCIAL ASSISTANCE ON THE THICKENER CONTROL BUILDING IMPROVEMENTS PROJECT**

WHEREAS the Union Sanitary District has previously established a Wastewater Capital Reserve Fund for the repayment of the State Revolving Fund financial assistance on the Thickener Control Building Improvements Project;

THEREFORE BE IT RESOLVED, the Union Sanitary District (the "Entity") hereby dedicates and pledges the Net Revenues to payment of any and all Clean Water State Revolving Fund and/or Water Recycling Funding Program financing for The Thickener Control Building Improvements Project (5223-110) (the "Project"). The Entity commits to collecting such revenues and maintaining such fund(s) throughout the term of such financing and until the Entity has satisfied its repayment obligation thereunder unless modification or change is approved in writing by the State Water Resources Control Board. So long as the financing agreement(s) are outstanding, the Entity's pledge hereunder shall constitute a lien in favor of the State Water Resources Control Board on the foregoing fund(s) and revenue(s) without any further action necessary. So long as the financing agreement(s) are outstanding, the Entity commits to maintaining the fund(s) and revenue(s) at levels sufficient to meet its obligations under the financing agreement(s).

**CERTIFICATION**

I do hereby certify that the foregoing is a full, true, and correct copy of a resolution, duly and regularly adopted at a meeting of the Board of Directors of the Union Sanitary District, in Alameda County, California, held on the 14th day of October 2013.

AYES: Fernandez, Handley, Kite, Lathi, Toy

NOES: ----

ABSENT: ----

ABSTAIN: ----

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ANJALI LATHI  
President, Board of Directors  
Union Sanitary District

Attest:

---

JENNIFER TOY  
Secretary, Board of Directors  
Union Sanitary District



**Directors**  
Manny Fernandez  
Tom Handley  
Pat Kite  
Anjali Lathi  
Jennifer Toy

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

David M. O'Hara  
*Attorney*

**DATE:** October 7, 2013

**MEMO TO:** Board of Directors - Union Sanitary District

**FROM:** Richard B. Currie, General Manager/District Engineer  
Sami Ghossain, CIP Coach

**SUBJECT:** Agenda Item No. 11 – Meeting of October 14, 2013  
Information Item: **Alternate Compensation Program, FY 2013**

## **Recommendation**

Information Only.

## **Background**

The District's Alternate Compensation Program recognizes employee contributions, create positive employee motivation, and ensure employees are aware that their extra endeavors are valued. FY 2013 was the District's final year with this program as it has existed since it was launched in April 2003. As part of the recent Union Contract negotiations, the FY 2014 Alternate Compensation Program is on hold as the newly formed Alternate Compensation Task Force re-evaluates the program.

The 2012 Negotiations Team directed that a Joint Task Force be formed by the JLMC to develop the details for a modified Alternate Compensation Program. The Negotiations Team indicated the need to develop a new structure and requirements for achieving recognition awards. In general, the original intent of the program should remain, including the type of activities that are rewarded and that those activities benefit the District, its employees, or customers. The Task Force should have initial recommendations on the Goals program by early 2014, followed by recommendations on the Special Recognition program and a new Career Development program.

For FY 2013, a total of \$50,000 was designated for awards for classified employees for Special Recognition and Planned Goals Programs; up to \$10,000 for Special Recognition (no greater than \$2,500 per quarter) and \$40,000 (plus unused funds from Special Recognition at the end of the fiscal year) for Planned Goals.

## Special Recognition Program

Nominations for Special Recognition awards could be made by any employee – managers, unclassified non-managers and classified employees. Employees could also nominate themselves. Award nominations were in recognition of the work or actions of individuals, groups of employees, or teams and had to meet the following criteria:

- The activity must exceed the routine expectations of an employee's work;
- The activity must be consistent with the District's Mission, Vision and Guiding Principles;
- The nominated employee should demonstrate initiative, responsibility and leadership;
- The activity should provide a benefit to the District, such as improved or safer operations, improved customer service, cost savings, improved or increased employee skills to meet a District need, an enhanced District image, or improved quality of work life at the District.

During Fiscal Year 2013, 67 Special Recognition awards were presented to employees, with monetary awards totaling \$9,340. Awards ranged from \$25 to \$500. By comparison, a total of 58 Special Recognition awards were presented to employees in Fiscal Year 2012, with monetary awards totaling \$9,303 and during Fiscal Year 2011, 46 Special Recognition awards were presented with monetary awards totaling \$4,975.

Examples of the Special Recognition Awards presented during Fiscal Year 2013 included:

- **Robert Lee, Paul Simmons, Dustin Strasburg, Mike Hovey, Randy Schwartz, and Sol Cooper (FMC) - Construction of Temporary Facilities to Accommodate Condition Assessment of Aeration Basin Nos. 1 – 4:** This group of team members repaired numerous small mechanical items such as the maintenance of the existing flow control gate and the setup of a dewatering system. This work facilitated the ability to conduct the condition assessment of the Aeration Basins. The repairs made allowed the tanks to be accessible and serviceable at a low cost to the District, and in a short period of time.
- **Wade Coggins (T&D) - The Little Giant Data Pump:** Wade took the initiative to find a way to harness the multitude of data the T&D operators collect. Through his analysis, he came up with a tool he named "The Little Giant Data Pump". Wade wrote a script in Microsoft Excel to organize years of data and configured the spreadsheet so that it extracts daily data and monthly averages. Wade also programmed it to create a chart on a separate worksheet to help identify trends. This tool reduces data research time by hours.
- **Paul Johnson, Roz Fuller, Kim Truong, and Scott Martin (BS) - Coverage of duties and maintaining customer service during the absence of three (3)**

**team members:** The MMT Team consists of only 5 employees; Purchasing Agent, Buyer, Storekeeper, Assistant Storekeeper, and Administrative Specialist. When an employee is not at work, other Team members must assume additional duties to ensure that all the work is accomplished and the high level of customer service is maintained. In October 2012, one MMT member began a 2-1/2 month FMLA absence, another team member retired from the District, and a third team member was selected to fill a vacant position in another team. Consequently, the MMT Team was understaffed for some time and was handled by only three employees, two of whom were new to the District.

Roz, the incoming Purchasing Agent, and Kim, the new Administrative Specialist I, had to learn their jobs very quickly. Scott, the outgoing Storekeeper II, was extremely helpful in acclimating Roz to the Eden financial system so she could perform all of the non-stock purchasing duties. And, upon his transfer to FMC, Paul, the new Storekeeper II, assumed all of the warehouse requirements and volunteered to move from his alternate work schedule to a 5-day/8 hour per day work schedule until the new Assistant Storekeeper was hired.

- **Jose Rodrigues, Bud Gale, Frank Couto, and Victor Vasut (CS) – Pipeline Emergency Repair:** The need for an urgent pipeline repair came up after a TV inspection revealed that a cast iron pipe was severely damaged after a corrosion cleaning operation. Due to the sensitive location of the pipe (Thornton Ave. and Cedar Blvd. in Newark), McGuire and Hester (M&H) was asked to perform the repair on a Saturday. M&H requested assistance from USD to provide and set up some of the traffic control equipment, materials for the pipe replacement and backfill, and sewer bypass. Jose, Bud, and Frank provided the needed assistance on their day off and put in an average of 14 hours each. Jose displayed an exceptional level of leadership and responsibility and was the main person coordinating the District crew, including doing a major share of the work. Bud and Frank provided support as needed. Victor was performing TV inspection elsewhere in the District that day and was ready to head back to the District when Jose called him for TV inspection. Victor agreed without hesitation to TV the repaired pipe, which confirmed that the repair was good.
- **Jose Soto and Victor Perez (TSCS) – Construction Notice Translation:** As part of the Newark Backyard Sanitary Sewer Replacement Project, approximately 260 notices were prepared for mailing to the neighborhood residents in the project area to notify them about a public information meeting. Additional notices were sent to each property owner affected by the first phase of design and construction. To assist the Hispanic residents, Victor translated both notices from English to Spanish for mailing. Jose attended the public information meeting at a nearby school and translated questions from Spanish speakers in attendance.

- **Tom Herlihy and Jose Ledesma (CS) – Design of Safety Tools:** Tom designed a couple of devices that could help team members perform certain tasks safer. He developed the initial design and worked with Jose to build a device to brace a sewer plug during long-term bypass operations. This device helps minimize the number of times needed to enter the manhole during the bypass. Tom also worked with Jose to develop and build a device to safely prop open the debris tank door on the hydro truck without the operator having to take on the risk of securing the door himself.

### **Planned Goals Program**

Planned Goals awards were presented at the end of the fiscal year following employees' completion of planned goals and activities that provided a benefit to the District. These goals were specific and fell within Balanced Scorecard categories in the areas of Customer Service, Financial, Business Processes, or Learning and Growth.

Goals were established by an employee, group of employees or an entire team, working with their Coach. Each successfully completed goal was worth one share of the total award money available per employee. Employees could achieve a maximum of two shares per year. For Fiscal Year 2013, a total of \$40,660 was available for this program. 53 classified and 19 unclassified Planned Goals were received, with employees receiving \$767.17 per share. By comparison, a total of \$40,472 was available in Fiscal Year 2012, with 68 classified and 14 unclassified Planned Goals received, with employees receiving \$595.18 per share. For Fiscal Year 2011, a total of \$45,025 was available, with 57 classified and 15 unclassified Planned Goals received, at \$789.91 per share.

Some of the Planned Goals during Fiscal Year 2013 included:

- **Al Bunyi, Andrew Baile, and Nancy Walker (TSCS) - Plan Review Checklist:** This goal improved the plan review process, not only for the plan reviewers but also for the inspection staff. Reviewing plans involves many details that must be considered. Having a checklist helps staff perform a more complete and consistent plan review, which is also beneficial to inspectors during the construction inspection. Completion of this goal improves customer service during both the plan review process and construction.
- **Pete Chaparro (FMC) – O&M Manual Organization:** FMC has an O&M library of several hundred manuals on the thousands of pieces of equipment in the Plant. Additional O&M manuals are delivered with the completion of almost every plant and pump station CIP project. New project O&M manuals are organized as a set for the project. Older facilities, such as Alvarado Pump Station, have layers of O&Ms covering all the upgrades to that facility. To find a specific O&M manual, one previously had to know the project under which the

equipment was installed. This Goals project reorganized and indexed the O&M manuals by building so they can be more easily found. Our equipment numbering system is based on location by building so the equipment ID numbers serve as an indexing code.

- **Jeffrey Barton (T&D) - RAS TSS Meters:** Methods of gathering information about the movement of critical solids in the District's secondary treatment process were comprised of time composite samples. The research and installation of two new Hach meters allows the T&D operators to accurately depict the movement of Return Activated Sludge and Mixed Liquor Suspended Solids to and from the secondary clarifiers in better detail. The information also provided them with the ability to detect problems or issues in real time rather than 24 hours later. The data also provides engineering and consultants a better idea of how the system operates, which should facilitate better decisions on process changes in the future.
- **Curtis Bosick, Raymond Chau, Mary Pedro, Chris Pachmayer, and Ric Pipkin (TSCS) - Expansion of USD Design Standards:** This effort expanded and developed the details of CIP projects design standards, which provides engineers and consultants with information that will be used for future CIP projects. This information will help CIP meet the design preferences of operation and maintenance staff more efficiently and consistently.
- **Kathy Martin, Roz Fuller, Kim Truong, Paul Johnson, and Zeke Kull (BS) – Surplus Property Disposal:** In the past, the surplus property process was time-consuming and somewhat inconsistent. The MMT thoroughly reviewed and updated the surplus disposal procedure and form. This will result in a consistent, efficient process that is clearly understood by the Team and internal/external customers.
- **Guy Moy, Yin Fang, John Seo, Alex Hernandez, Janinne Ward (T&D) - Nitrate Measurement:** The Laboratory was using an old analytical method to measure nitrate with Brucine sulfate, a hazardous material, as a color indicator. The focus of this TQ project was to evaluate the feasibility of substitute methods for nitrate analysis and provide a recommendation to management. The successful removal of brucine sulfate from the lab will improve laboratory safety and decrease the toxicity of the laboratory waste stream.
- **Gary Brannon, Pete Chaparro, Mike Hovey, and Chris Nicoletti (FMC) – Pump Overhaul:** The District has 16 Hidrostral submersible pumps at Irvington, Newark and Alvarado pump stations. The pumps usually run for 5 to 6 years before bearing replacements are needed. In the past, these pumps were sent to a certified repair shop in Chicago or Salt Lake City for rebuild. Labor for the overhauls came to around \$2,000 per unit and turnaround time was at least 10 weeks. It was determined by FMC that outsourcing this work was not

Agenda Item No.  
Meeting of October 14, 2013  
Page 6

sustainable in terms of cost or the amount of time pumps were out of service. Since the manufacturer does not provide manuals, specifications, or procedures for bearing replacement, this group of FMC Mechanics was trained by a certified technician and developed a written procedure with specifications. It is estimated that 3 overhauls are performed every year; therefore, the ability to accomplish these rebuilds in-house should save approximately \$6,000 per year in outsourced labor and shipping, and downtime will be reduced from 10 to 2 weeks.

Congratulations to all those employees who contributed their time and effort to improve the way we do our business and making the USD an even better organization.

**Directors**

Manny Fernandez  
Tom Handley  
Pat Kite  
Anjali Lathi  
Jennifer Toy

**Officers**

Richard Currie  
*General Manager/District  
Engineer*

David M. O'Hara  
*Attorney*

**DATE:** October 4, 2013

**MEMO TO:** Board of Directors - Union Sanitary District

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

**SUBJECT:** Agenda Item No. 12- Meeting of October 14, 2013  
**REVIEWING AND APPROVING BOARD POLICY 3030,  
BOARD MEMBER BUSINESS EXPENSES**

**Recommendation**

Approve minor revisions to the policy as recommended by staff and the Personnel Committee.

**Background**

Policy #3030 summarizes Board travel and business expense reimbursement. Reference to EDAB (Economic Development Alliance for Business) has been deleted as previously requested by the Board. No other changes are proposed to the Policy at this time except changes to dates. Minor changes are shown in red and deletions in strike-through text.

**Approval Process**

The Board has several options for addressing approval of this policy including:

- Ø Approve policy with recommended changes.
- Ø Direct staff to make additional changes and return the policy for further Board review and approval.
- Ø Provide additional changes and approve as revised at the Board meeting.
- Ø Return the policy to Committee for further discussion.

**Union Sanitary District  
Policy and Procedures Manual**

Effective <del>9/13/10</del> <u>10/14/13</u>	<b>Boardmember Business Expense</b>	Policy Number 3030.3 Page 1 of 3
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**Policy**

Boardmembers shall be compensated/reimbursed for actual and necessary expenses incurred in the performance of their official duties, subject to applicable Federal, State, and local laws and procedures established by the Board of Directors. Official expenses are limited to those which would be deductible business expenses under IRS regulations. If Boardmembers accept meals or gifts, the member must report them as gifts to elected officials in accordance with the state regulations Political Reform Act of 1974.

**Purpose**

To establish a uniform method for payment/reimbursement of business expenses incurred by Boardmembers in the performance of their duties.

**Reimbursable occurrences**

As indicated in Board Policy No. 3045, events qualifying for expense reimbursement include meetings, seminars, workshops, or conferences conducted by CASA, CSDA, ~~EDAB~~, NACWA, CWEA, WEF, WaterReuse, or EPA. In addition, attendance at State or Regional Water Quality Control Board meetings and ethics classes as required by Government Code § 53235 are qualifying events. Attending a USD sponsored school outreach event generally qualifies as a compensable meeting. If the function is conducted by any other organization, attendance and qualification for reimbursement must be approved by the Board in open session.

**Costs which are reimbursable**

Reimbursable business expenses include:

- a. **Lodging.** One night's lodging at the conference site or equal for each day's attendance at a meeting, provided the site is at least 60 miles from the District's Office. For alternate accommodations, if the conference room rate or the conference hotel is not available, Boardmembers will be reimbursed the normal room rate for the conference hotel or less, at another hotel site.
- b. **Meals.** Meal reimbursement will be based on actual costs for which receipts are provided up to a maximum of \$75 per day with no individual meal exceeding \$40. Alcoholic beverages are not eligible for reimbursement.

- c. **Parking.** Parking reimbursement for airport parking will be based on using the economy lot or off-site parking. Valet parking at the conference venue will be reimbursed if no other parking option is available on site, or within one block of the hotel, or if there is a physical impediment requiring vehicle drop off at the hotel or conference site.
- d. **Rental Cars.** Board members will be reimbursed for all reasonable rental car expenses associated with travel to a conference or other qualifying event where personal vehicles are not used. Board members will share rental car expenses wherever practical. Rental car expenses will be reimbursed for only the days of the conference and up to one additional day if required due to travel arrangements.
- e. **Personal Vehicle usage.** Where a personal vehicle is used in lieu of air travel, Board members will be reimbursed actual mileage, or the sum of reasonable coach airfare + airport parking + shuttle or taxi to the event site + other transportation costs associated with air travel, whichever is less. Personal vehicle mileage will be reimbursed based on “Map Quest” mileage or a reasonable alternate route.
- f. **Air Fare and Other Transportation Costs.** Air fare reimbursement is restricted to reasonable, available “coach” class seating. Board members are encouraged to make travel plans early to take advantage of lower air fares. Other transportation costs will be reimbursed in accordance with existing policies for District employees.

## Procedure

1. Boardmembers or the Assistant to the General Manager are to make arrangements for attending events, including but not limited to meetings and conferences.
2. Directors are encouraged to obtain the lowest commercial coach airfare whenever possible.
3. If prepayment is desired for travel, lodging, and/or conference registration, the Boardmember should check the “prepayment” box of the Expense Report form and forward it to the General Manager for review and authorization two weeks prior to the deadline to allow for check processing.
4. Reimbursement claims will be submitted on the Expense Report form, to be reviewed and approved by the General Manager. Forms will be submitted within 45 days after the expense was incurred and will include detailed receipts documenting each expense. These Expense Report forms will be reviewed by the Board quarterly. Quarterly expenditure reports will be part of the public record.
5. Members of the Board will use government and group rates offered by a provider of transportation or lodging services when available. For rental cars, reservations should be made through Enterprise Car Rental where USD has obtained special reduced rates. The Assistant to the General Manager can make arrangements.

6. Board members will provide a brief report on meetings attended (those paid for by the District) at the next regularly scheduled meeting of the Board.

### **Management Responsibility**

The General Manager will be responsible for reviewing expense/reimbursement forms for consistency with the above policy. Any inconsistencies or irregularities shall be brought to the attention of the entire Board.

Supersedes Policy #3030 dated: 7/26/04, #3030.1 dated 1/23/06, ~~and 3030.2 dated 1/28/08,~~  
~~revised 9/13/10-~~

Approved by Board of Directors: ~~September 13, 2010~~October 14, 2013

Reviewers: Board of Directors, General Manager, District's Attorney

Notify Person: General Manager

Review Frequency: Every 3 years

Next Review: ~~September, 2013~~October 2016

**Union Sanitary District  
Policy and Procedures Manual**

Effective 10/14/13	<b>Boardmember Business Expense</b>	Policy Number 3030.3 Page 1 of 3
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Supersedes Policy #3030 dated: 7/26/04, #3030.1 dated 1/23/06, 3030.2 dated 1/28/08, revised 9/13/10

Approved by Board of Directors: October 14, 2013

Reviewers: Board of Directors, General Manager, District's Attorney

Notify Person: General Manager

Review Frequency: Every 3 years

Next Review: October 2016



**Directors**

Manny Fernandez  
Tom Handley  
Pat Kite  
Anjali Lathi  
Jennifer Toy

**Officers**

Richard B. Currie  
*General Manager/  
District Engineer*

David M. O'Hara  
*Attorney*

**DATE:** October 14, 2013  
**MEMO TO:** Board of Directors – Union Sanitary District  
**FROM:** Richard B. Currie, General Manager/District Engineer  
Rich Cortes, Business Services Manager  
Roslyn Fuller, Purchasing Agent

**SUBJECT:** Agenda Item No. 13 – Meeting of October 14, 2013  
**APPROVING REVISED SURPLUS PROPERTY DISPOSAL  
POLICY NO. 2075**

**Recommendation:**

Approve revised Surplus Property Disposal Policy No. 2075.

**Background:**

The Surplus Property Disposal Policy was previously reviewed in September 2011. The Policy contains procedures and forms for disposal of District property. Staff is recommending including language to clarify and streamline the donation process for proper disposition. The changes will improve efficiency of staff time when addressing the property disposal activities. We have also made changes to the approval of the surplus property declaration form and eliminated the form in the policy. Attached for your review are a **redline** version of the policy showing changes, and a clean version.

Union Sanitary District  
Policy and Procedure Manual

Effective: <del>09/12/2011</del> xx/xx/20 13	<b>SURPLUS PROPERTY DISPOSAL POLICY</b>	Policy Number 2075  Page 1 of 34
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### Policy

It is the policy of Union Sanitary District to dispose of surplus property and equipment in a manner ~~clearly~~ most clearly advantageous to the public. District employees may only obtain surplus items by bidding with the general public for surplus property ~~offered to the public~~.

### Purpose

To provide an efficient method of disposing of the District's surplus property, without creating any conflict of interest.

### Definitions

#### Surplus Property

~~District owned vehicles, equipment, materials and supplies that have been retired from use due to changes in District needs.~~

~~Property, which has reached the end of its useful life and its continued use is not economical due to excessive repair/operation costs.~~

~~Property that has become obsolete due to changes in technology or popular usage.~~

~~Note: Surplus property that is disposed of as part of a capital improvement project is not subject to this policy or the procedure below. Contractors that competitively bid projects to the District factor in surplus disposal values in determining their bids.~~District Surplus Property refers to tangible items including, without limitations, furniture, specialized equipment, scientific devices, heavy machinery and vehicles which has reached the end of its useful life due to:

- excessive repair/operation costs.
- changes in technology or popular usage.

Note: Surplus property that is disposed of as part of a capital improvement project is not subject to this policy or the procedure below. Contractors are responsible for disposal of surplus property associated with their projects.

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### Procedure

1. District-owned property must be declared surplus if it has a Hansen fixed asset ID number or if the original purchase price is \$2,500\* or more (as determined by the requesting Work Group).

2. The Surplus Property Declaration Form must be filled out by the user and authorized by your Coach/Work Group Manager:

a. The Purchasing Agent may authorize disposal of surplus property valued less than \$50,000 per item.

b. The General Manager may authorize disposal of surplus property valued less than \$100,000 per item.

c. The Budget & Finance Committee may authorize disposal of surplus property valued over \$100,000 per item.

\* Note: Surplus items less than \$2,500 may be disposed of by recycle or landfill at Coach/Work Group Manager discretion.

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3+.—The value of the surplus property shall be determined by ~~the user work group and/or the~~ Purchasing Agent. The method used to establish value may be one or more of the following:

a. Market research performed by the user work group/Purchasing Agent.

b. Salvage value determined at the time of purchase.

c. Appraisal performed by an independent appraisal firm.

4. Surplus property declarations will be approved by and the property stored and disposed of at the direction of the Purchasing Agent. The Purchasing Agent should make every effort to ensure that the best value is received in return for disposing of approved surplus property using one of the following means:

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~~2. District owned property must be declared surplus by the user work group, using the Surplus Property Declaration form (attached), and authorized according to the following:~~

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~~a. Coaches may authorize disposal of surplus property valued less than \$5,000 per item.~~

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~~b. Managers may authorize disposal of surplus property valued less than \$10,000 per item.~~

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~~c. The General Manager may authorize disposal of surplus property valued less than~~

~~\_\_\_\_\_ \$50,000 per item.~~

~~\_\_\_\_\_ d. The Budget & Finance Committee may authorize disposal of surplus property valued in excess of \$50,000 per item.~~

~~3. Surplus property declarations will be approved by and the property stored at the direction of the Purchasing Agent. Approved surplus property will be disposed of at the direction of the Purchasing Agent by using one of the following means:~~

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a. Commercial auction house, solicitation for sealed-bid offers, or by posting at a public auction or sale Website such as ~~eBay, Public-Surplus, Cal Max or Craigslist~~. District employees may participate with the general public in bidding for property offered through the above disposal means.

b. Trade-in for purchase of replacement items.

~~c. Donation or transfer or sale to a local service area non-profit or public agency or non-profit within the local service area (includes offering by e-mail solicitation and/or the Internet). Other non-profits may be considered after first right of refusal from the local service area.~~

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~~e. \*Note: Donations may also be considered if the District is unsuccessful with disposing item(s) through a public sale.~~

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~~• In order to use this method, the Purchasing Agent, or designee, must find that using methods "a." through "b." above, for items valued at \$500.00 or less, would cost more (including administrative time) than the surplus items are worth.~~

~~• Disposal of items by donation, transfer or sale to a local service area non-profit or public agency and valued at \$500.00 or more must be approved by the Executive Team.~~

d. Lawful disposal by delivery to an authorized recycler or at an appropriate landfill site.

4. Proceeds and costs associated with the sale and disposal of an item will be credited and/or charged to the budget account from which the item was initially purchased ~~from~~. If the budget account cannot be determined, the proceeds and costs will be posted to the Sewer Service Charge Main Fund.

~~5. Exempt license plates shall be removed from surplus vehicles and mobile equipment by Auto Shop personnel and delivered to the Purchasing Agent prior to the sale of said items. Exempt license plates will be destroyed and properly disposed of after sale of the vehicle or equipment.~~

5. In addition, after the sale of surplus vehicles and equipment, the Purchasing Agent or designee shall file a release of liability form with the California Department of Motor Vehicles (DMV) if the vehicle or equipment item is sold by the District.

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Exceptions include:

- a. Vehicles and equipment sold on behalf of the District by a licensed vehicle dealer, such as a commercial auction company. The auction company is responsible for recording the transfer of title and release of liability with the DMV for the vehicle or equipment item.
- b. Vehicles or equipment not initially registered with the DMV (forklifts, utility carts, scissor lifts, etc.)

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Auto Shop personnel shall:

- a. Remove license plates from surplus vehicles and mobile equipment
- b. Destroy and dispose of exempt license plates properly

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**Employee Responsibility**

Employees are responsible for identifying surplus property and initiating the completion of the Surplus Property Declaration form in accordance with this policy.

**Management Responsibility**

As space is limited and surplus items tend to be a safety hazard, management should make every effort to identify surplus items and expedite their removal. Further, management should make every effort to ensure that the best value is received in return for their disposal.

Supersedes Policy Dated: 01/08; 02/22/10; 09/12/11

Approved by: Board of Directors 9/22/2011-xx/xx/xx  
 Author/Owner: Purchasing Agent  
 Reviewers: Executive Team  
 Notify Person: Purchasing Agent  
 Revision Frequency: Every 3 years  
 Next Revision: ~~February, 2013~~



**SURPLUS PROPERTY DECLARATION**

*-(Section I is to be completed and returned to Purchasing before disposal of any Surplus Property item)*

**Section I**

To: U.S.D. Purchasing Agent Date: \_\_\_\_\_

From: \_\_\_\_\_ Your Work Group: \_\_\_\_\_

Subject: **Declaration of Surplus Property**

- a. Request authorization to declare the following property surplus:  
 \_\_\_\_\_  
 \_\_\_\_\_ The item's  
 Hansen number, if any, is: \_\_\_\_\_
- b. Justification for this recommendation: \_\_\_\_\_  
 (i.e.: end of useful life, item no longer needed, etc.)
- c. Suggested Method of Disposal:  Commercial Auction  Web Auction (E Bay, etc.)  
 Discard or Recycle  Other (Explain in detail) \_\_\_\_\_
- d. Estimated Current Disposal Value of Property: \$ \_\_\_\_\_
- e. How did you determine the value? (i.e.: catalog, E Bay search for comparative value, personal knowledge, etc.): \_\_\_\_\_
- f. Current location of Property: (Be specific what building, room, etc.): \_\_\_\_\_

**Note: If the item(s) to be disposed of is a warehouse stocked item(s), or the item(s) has warehouse stocked item(s) associated with its use, you must request that the item(s) be deactivated from warehouse stock. To do this, use Purchasing's form entitled "REQUEST TO INACTIVATE STOCK ITEM" stored at the District's "portal" Website.**

Disposal Authorized By: Signature: \_\_\_\_\_  
*(up to \$5,000 per item value Coach; up to \$10,000 per item value W. G. Mgr.; Date  
up to \$50,000 Gen. Mgr.; over \$50,000 Budget & Finance Committee)*

Print Name \_\_\_\_\_

**Section II**

*(Purchasing Department Use Only)*

Approved by Purchasing Agent: \_\_\_\_\_  
Date

Method(s) of Disposal: \_\_\_\_\_

Accounting Notified by copy of this transaction sent. (if capital asset) \_\_\_\_\_  
Date

~~Copy of this form provided to declaring using Department, Attn: \_\_\_\_\_~~  
\_\_\_\_\_

Union Sanitary District  
Policy and Procedure Manual

Effective: 9/24/2013	<b>SURPLUS PROPERTY DISPOSAL POLICY</b>	Policy Number 2075  Page 1 of 3
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### **Policy**

It is the policy of Union Sanitary District to dispose of surplus property and equipment in a manner most clearly advantageous to the public. District employees may only obtain surplus items by bidding with the general public for surplus property.

### **Purpose**

To provide an efficient method of disposing of the District's surplus property, without creating any conflict of interest.

### **Definitions**

*Surplus Property* District Surplus Property refers to tangible items including, without limitations, furniture, specialized equipment, scientific devices, heavy machinery and vehicles which has reached the end of its useful life due to:

- excessive repair/operation costs.
- changes in technology or popular usage.

Note: Surplus property that is disposed of as part of a capital improvement project is not subject to this policy or the procedure below. Contractors are responsible for disposal of surplus property associated with their projects.

### **Procedure**

1. District-owned property must be declared surplus if it has a Hansen fixed asset ID number or if the original purchase price is \$2,500\* or more (as determined by the requesting Work Group).
2. The Surplus Property Declaration Form must be filled out by the user and authorized by your Coach/Work Group Manager:
  - a. The Purchasing Agent may authorize disposal of surplus property valued less than \$50,000 per item.
  - b. The General Manager may authorize disposal of surplus property valued less than \$100,000 per item.
  - c. The Budget & Finance Committee may authorize disposal of surplus property valued over \$100,000 per item.

\* Note: Surplus items less than \$2,500 may be disposed of by recycle or landfill at Coach/Work Group Manager discretion.

3. The value of the surplus property shall be determined by the Purchasing Agent. The method used to establish value may be one or more of the following:
  - a. Market research performed by the user work group/Purchasing Agent.
  - b. Salvage value determined at the time of purchase.
  - c. Appraisal performed by an independent appraisal firm.
4. Surplus property declarations will be approved by and the property stored and disposed of at the direction of the Purchasing Agent. The Purchasing Agent should make every effort to ensure that the best value is obtained for disposing of approved surplus property using one of the following means:
  - a. Commercial auction house solicitation for sealed-bid offers, or by posting at a public auction or sale Website such as Public-Surplus. District employees may participate with the general public in bidding for property offered through the above disposal means.
  - b. Trade-in for purchase of replacement items.
  - c. Donation or transfer to a public agency or non-profit within the local service area (includes offering by e-mail solicitation). Other non-profits may be considered after first right of refusal from local service area. (Donations may also be considered if the District is unsuccessful with disposing of item(s) through a public sale).
  - d. Lawful disposal by delivery to an authorized recycler or at an appropriate landfill site.
4. Proceeds and costs associated with the sale and disposal of an item will be credited and/or charged to the budget account from which the item was initially purchased. If the budget account cannot be determined, the proceeds and costs will be posted to the Sewer Service Charge Main Fund.
5. In addition, after the sale of surplus vehicles and equipment, the Purchasing Agent or designee shall file a release of liability form with the California Department of Motor Vehicles (DMV) if the vehicle or equipment item is sold by the District.

Exceptions include:

- a. Vehicles and equipment sold on behalf of the District by a licensed vehicle dealer, such as a commercial auction company. The auction company is responsible for

recording the transfer of title and release of liability with the DMV for the vehicle or equipment item.

- b. Vehicles or equipment not initially registered with the DMV (forklifts, utility carts, scissor lifts, etc.)

Auto Shop personnel shall:

- a. Remove license plates from surplus vehicles and mobile equipment
- b. Destroy and dispose of exempt license plates properly

### **Employee Responsibility**

Employees are responsible for identifying surplus property and initiating the completion of the Surplus Property Declaration form in accordance with this policy.

### **Management Responsibility**

As space is limited and surplus items tend to be a safety hazard, management should make every effort to identify surplus items and expedite their removal.

Further, management should make every effort to ensure that the best value is received in return for their disposal.

Supersedes Policy Dated: 01/08; 02/22/10, 9/2011

Approved by: Board of Directors 9/23/2013

Author/Owner: Purchasing Agent

Reviewers: Executive Team

Notify Person: Purchasing Agent

Revision Frequency: Every 3 years

Next Revision: September, 2016



## SURPLUS PROPERTY DECLARATION

**Instructions:**

1. Requestor: Complete Section I and e-mail form, photos and supporting documents to coach/manager for approval.
2. Coach/Manager: Complete Section II and e-mail all documents to [purchase@unionsanitary.com](mailto:purchase@unionsanitary.com)
3. Please do not bring items to the warehouse; Purchasing will contact you to arrange transfer of your surplus property.

<b>TO: USD Purchasing Agent</b>	<b>DATE:</b> _____
<b>FROM:</b> _____	<b>WORK GROUP:</b> _____

**Section I**

**SUBJECT: Declaration of Surplus Property**

- a. The following property is surplus (include detailed description- qty., mfr., model, age, size, etc. and a scanned photo of your item(s)) : \_\_\_\_\_  
Hansen number, if any: \_\_\_\_\_
- b. Justification for this recommendation (i.e., end of useful life, item no longer needed, etc.): \_\_\_\_\_
- c. Vehicles only ---Estimated Current Disposal Value of property item or group of items: \$ \_\_\_\_\_
- d. Current location of property: (Please be specific – what building, room, etc.): \_\_\_\_\_
- e. What budget account(s) do any proceeds/disposal costs get credited/charged to: \_\_\_\_\_

*Note: If the item(s) to be disposed of is a warehouse-stocked item(s), or the item(s) has warehouse-stocked item(s) associated with its use, you must request that the item(s) be deactivated from warehouse stock. To do this, use the ["Request to Inactivate Stock Item"](#) form stored at the District's Portal Website.*

**Requestor Name:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Section II**

**Authorized by (Coach/Manager) :** \_\_\_\_\_ **Date:** \_\_\_\_\_

Item has no residual value and will be scrapped

**Section III (Purchasing Department Use Only)**

- a. Estimated Value: \$ \_\_\_\_\_
- b. Method of Disposal: \_\_\_\_\_ Date: \_\_\_\_\_
- c. Copy of Declaration Form forwarded to Accounting/Budget Date: \_\_\_\_\_
- d. Processed By: \_\_\_\_\_ Date: \_\_\_\_\_
- e. GM Authorization (\$50k-\$100k only): \_\_\_\_\_
- f. Budget & Finance Committee Authorization (\$100,000+): \_\_\_\_\_



**Directors**  
Manny Fernandez  
Tom Handley  
Pat Kite  
Anjali Lathi  
Jennifer Toy

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

David M. O'Hara  
*Attorney*

**DATE:** October 4, 2013

**MEMO TO:** Board of Directors - Union Sanitary District

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

**SUBJECT:** Agenda Item No. 14 - Meeting of October 14, 2013  
**REVIEWING AND APPROVING BOARD POLICY #3070  
BOARD MEMBER OFFICERS AND COMMITTEE  
MEMBERSHIP**

### **Recommendation**

Approve minor revisions to the policy as recommended by staff and the Personnel Committee.

### **Background**

Policy #3070 addresses Board Officers and Committee Membership. Staff is proposing to add the Audit Committee to the list of committees described in the policy. No other changes are proposed to the Policy at this time except changes to dates. Minor changes are shown in red and deletions in strike-through text.

### **Approval Process**

The Board has several options for addressing approval of this policy including:

- Approve policy with recommended changes.
- Direct staff to make additional changes and return the policy for further Board review and approval.
- Provide additional changes and approve as revised at the Board meeting.
- Return the policy to Committee for further discussion.

Union Sanitary District  
Policy and Procedure Manual

Effective: <del>9/13/10</del> <u>10/14/13</u>	<b>Boardmember</b>  <b>Officers and Committee Membership</b>	Policy Number 3070.2  Page 1 of 3
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## Policy

Selection of Board Officers will be held annually at the first regular meeting in the month of July. No later than the second regular meeting in July of each year, Committee memberships will be established.

## 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. Term of office shall be for one year.
2. 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 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 serve as the Board President.

3. Annually, at the first regular meeting in July, nominations will be made for each officer, and secret ballots shall be cast for each office separately, with the vote of the majority of Directors of the Board required for election. In the event no nominee receives a majority vote in the first ballot, the nominee having the least votes shall be dropped from the ballot and additional ballots successively cast, as necessary, to produce a majority vote. The Board may choose to waive the requirement for secret ballot and conduct election by voice vote.

#### Board Committee Memberships—Internal Standing and Ad Hoc Committees

1. Annually, following the election of Board officers, Directors are responsible for letting the President know their interest in serving on internal standing and ad hoc committees (listed under Nos. 3 and 4).
2. The President will appoint Directors to the internal standing and ad hoc committees. Notice of internal committee membership appointments will be contained in an information item to the Board at the second regular meeting in July.
3. Internal standing committees are: Budget and Finance; Construction; Legal/Community Affairs; Legislative; ~~and~~ Personnel, and Audit Committee.
4. Ad Hoc committees are called as needed.

#### Representatives — Board External Commissions/Committees

1. Annually, following selection of Board officers, secret ballots shall be cast for representatives and alternates to external commissions and committees (listed under No. 2 below).
2. External commissions/committees include: the EBDA Commission; the Joint Powers Authority for Geographic Information Systems; and the Alameda County Chapter of the California Special Districts Association.
3. Directors interested in external representative or alternate to commissions/committees are to make their wishes known. Following which, secret ballots shall be cast separately, with each Boardmember voting for the representative to each group listed above under No. 2. The Director receiving the highest number of votes will be the representative. If there is not a clear majority, the nominee having the least number of votes shall be dropped from the ballot, and additional ballots successively cast, as necessary, to produce a majority vote. This process will then be repeated for the alternate representative. The Board may choose to waive the requirement for secret ballot and conduct the selection by voice vote.

4. The Board of Directors will elect the representatives for the External Committees no later than the first meeting of the Board of Directors in June, so that the representatives may be seated for the first meeting of the new fiscal year.

### **Management Responsibility**

The General Manager will be responsible for scheduling on the Board agenda, the election of External Committee representatives by early June, and the election of Board Officers at the first regular meeting in July. The GM will provide a list of current committee memberships to the new President and blank ballot forms for election use as needed. The General Manager will also be responsible for scheduling on the Board agenda the announcement of committee appointments at the second regular meeting in July.

Supersedes Policy Dated: July 2004, September 2005, January 2008, ~~September 2010~~

Approved by: Board of Directors ~~September 13, 2010~~ October 14, 2013

Reviewers: General Manager, Board of Directors, District's attorney

Notify Person: General Manager

Review frequency: Every 3 years

Next Review: ~~September 2013~~ October 2016

Union Sanitary District  
Policy and Procedure Manual

Effective: 10/14/13	<b>Boardmember</b>  <b>Officers and Committee Membership</b>	Policy Number 3070.2 Page 1 of 3
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  - a. maintaining order and following the published agenda
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Approved by: Board of Directors October 14, 2013  
Reviewers: General Manager, Board of Directors, District's attorney  
Notify Person: General Manager  
Review frequency: Every 3 years  
Next Review: October 2016



**Directors**  
Manny Fernandez

Pat Kite

Anjali Lathi

Jennifer Toy

Tom Handley

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

David M. O'Hara  
*Attorney*

**DATE:** September 24, 2013

**MEMO TO:** Board of Directors - Union Sanitary District

**FROM:** Richard B. Currie, General Manager/District Engineer  
David Livingston, Manager, Treatment and Disposal Services  
Tim Grillo, Coach, Research and Support Team

**SUBJECT:** Agenda Item No. 15 – Meeting of October 14, 2013  
Information Item: **Annual Report to Union City Fiscal Year 2013**

**Recommendation:**

Information only.

**Background:**

Union City Use Permit UP-4-95 requires the District to submit a report annually to the City Manager's Office. The purpose of the report is to:

1. Document the existing wastewater treatment plant flow
2. Provide a projection of the plant flow for the following year
3. Review compliance with effluent discharge limits
4. Provide a status report on progress made in the development of any new treatment facilities outside of the Union City limits.

A copy of the District's annual report to Union City for FY 2013 is attached for review.

5072 Benson Road Union City, CA 94587-2508  
P.O. Box 5050 Union City, CA 94587-8550  
(510) 477-7500 FAX (510) 477-7505  
[www.unionsanitary.com](http://www.unionsanitary.com)



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*General Manager*  
*District Engineer*

David M. O'Hara  
*Attorney*

September 24, 2013

Mr. Larry Cheeves  
City Manager, City of Union City  
34009 Alvarado-Niles Road  
Union City, CA 94587

**Subject: SUBMISSION OF ANNUAL REPORT FOR UNION SANITARY DISTRICT FOR FISCAL YEAR 2013**

Dear Mr. Cheeves,

Pursuant to Union City use permit (UP-4-95), Union Sanitary District hereby submits its Annual Report for Fiscal Year 2013.

### **Introduction**

The Union City Planning Commission approved use permit No. UP-4-95 (Use Permit) on July 20, 1995, that allowed for the expansion of the Union Sanitary District (USD) Alvarado Wastewater Treatment Facility from a capacity of 35 million gallons per day (MGD) to 38 MGD. The Use Permit requires the District to submit an annual report to the City Manager's Office documenting the current wastewater flow received at the Alvarado Treatment Plant, a projection of flows for the next year, the current discharge limits imposed by the Regional Water Quality Control Board (RWQCB), and a status report on progress made toward development of a new facility outside of Union City limits (Condition 9).

A second condition (Condition 6) requiring an annual operations audit by an independent expert was eliminated by mutual agreement of Union Sanitary District's General Manager, Richard Currie, and Union City's City Manager, Larry Cheeves, in January 2005 following more than 10 years of perfect NPDES Permit compliance.

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## **Background**

Union Sanitary District, founded in 1918, collects and treats wastewater from the communities of Union City, Newark, and Fremont, California. The District owns and operates a wastewater treatment plant located in Union City. Treated effluent is discharged through the East Bay Dischargers Authority (EBDA) outfall into San Francisco Bay. A portion of the effluent is diverted to Hayward Marsh from the EBDA force main as a beneficial use of reclaimed wastewater.

The Alvarado Wastewater Treatment Facility was completed in 1981 and was originally rated for a design flow of 19.7 MGD. The Plant Expansion Project increased treatment capacity in 1985. The Plant Upgrade Project set the firm reliable treatment capacity at 33 MGD in 1997. The Upgrade Project replaced the original secondary treatment technology with three aeration basins, and included a new blower room, headworks, generator building, new digester and other miscellaneous improvements. Construction of a centrifuge dewatering facility was completed in 2004. Construction to renew and replace aging equipment is a continual and ongoing process.

## **Current Wastewater Flow**

The following is a summary of the average dry weather flow (ADWF) and annual average daily flow (AADF) for recent fiscal years. The Alvarado treatment facility is permitted to treat an ADWF flow of 33 MGD under the current national pollution discharge elimination system (NPDES) permit. The ADWF is defined as the average flow during the summer months of May through September. The AADF is defined as the annual average daily flow throughout the fiscal year including both wet and dry seasons.

<u>Fiscal Year</u>	<u>ADWF Permitted by NPDES, MGD</u>	<u>Actual ADWF, MGD</u>	<u>Actual AADF, MGD</u>
<u>2009</u>	<u>33</u>	<u>24.7</u>	<u>25.3</u>
<u>2010</u>	<u>33</u>	<u>25.2</u>	<u>25.4</u>
<u>2011</u>	<u>33</u>	<u>26.0</u>	<u>26.0</u>
<u>2012</u>	<u>33</u>	<u>24.3</u>	<u>25.1</u>
<u>2013</u>	<u>33</u>	<u>24.3</u>	<u>24.6</u>

During FY 2013, an average effluent flow of 3.05 MGD was reused at the Hayward Shoreline Marsh.

**Projected Wastewater Flow**

The annual average daily flow (AADF) for FY 2013 was 24.6 MGD, which is a decrease of 0.5 MGD from the FY 2012 average of 25.1 MGD. We predict this trend to continue assuming mild winter conditions and small changes in permitted industrial flow. As a result, our flow projection is 24.1 MGD for FY 2014.

**Discharge Compliance and Permit Limits**

The regional board reissued the NPDES permit for the East Bay Dischargers Association in 2012. The new discharge permit contains limits for total suspended solids (TSS) and biochemical oxygen demand (BOD) at the treatment plant discharge that are similar to the limits at the EBDA combined outfall in previous permits. The new NPDES Permit includes an effluent limit for ammonia on the combined final effluent discharged to the San Francisco Bay. This new ammonia limit is a demonstration of the Regional Board and EPA's interest in regulating nutrients. We expect that there may be further changes to the permit limits for ammonia in future permits.

There were no violations of the Discharge permit in FY 2013. Union Sanitary District was presented with the Peak Performance Award (Gold Award) from the National Association of Clean Water Agencies (NACWA) for Calendar Year 2012. The NACWA Gold Award recognizes perfect National Pollutant Discharge Elimination System (NPDES) permit compliance for an entire year. Union Sanitary District has been recognized through the Peak Performance Award Program for the past 20 years.

**Development of Facilities Outside Union City**

Construction of a replacement pump station on Boyce Road in Fremont, CA was completed this year. There are currently no plans for the development of treatment facilities outside of Union City.

If you have any questions or need additional information, please contact me at (510) 477-7560 or email [david\\_livingston@unionsanitary.com](mailto:david_livingston@unionsanitary.com).

Sincerely,



David Livingston  
Manager, Treatment & Disposal Services



**Directors**  
Manny Fernandez  
Tom Handley  
Pat Kite  
Anjali Lathi  
Jennifer Toy

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

David M. O'Hara  
*Attorney*

**DATE:** October 8, 2013

**MEMO TO:** Board of Directors - Union Sanitary District

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

**SUBJECT:** Agenda Item No. 16- October 14, 2013  
**LEGISLATIVE COMMITTEE UPDATE ON STATE, NATIONAL  
AND REGIONAL ISSUES OF INTEREST TO THE BOARD**

### **Information on State, National and Regional Issues**

#### California

**State Legislature.** The Senate and Assembly have adjourned, bringing an end to the 2013 Legislative session. Hundreds of bills have been passed and sent on to the Governor for review. The last date for the governor to sign bills is October 13.

**NPDES Permit Fees and Waste Discharge Requirement fees.** The State Water Board is proposing a 4.1% increase in NPDES permit fees for the next State fiscal year and a 27.4% increase in WDR fees associated with Sanitary Sewer Overflow regulations. The increases are proposed to eliminate deficits in the two programs. USD currently pays \$8,154 per year for the WDR fee and our share of the \$382,000 paid by EBDA for the NPDES Permit.

**Legislation.** Below is an update on a few bills being tracked that impact USD, Special Districts or POTWs.

**AB537 Bonta – Labor Negotiations.** CASA continues to oppose this bill that is sponsored by several employee unions. The bill addresses impasse procedures during contract negotiations. Recent amendments have removed many of the provisions which CASA opposed, including unilateral mediation provisions. However, there remains a section which states that if a tentative agreement is reached and is presented to the governing body, it is automatically passed if the governing body takes no action within 30 days. CASA continues its oppose position. The bill was passed in both houses and sent to the Governor.

**AB850 Nazarian – Rate Reduction Bonds.** This bill was also passed and sent to the governor and provides for a new financing tool for municipal utilities. The bill allows Joint Powers Authorities to issue rate reduction bonds, which are asset-backed securities that are structured to minimize borrowing costs by qualifying for AAA credit ratings.

**SB322 Hueso – Water Recycling.** Designed to help expedite water recycling projects in the future, this bill requires the State Water Board to investigate the feasibility of developing uniform criteria for approving projects for direct potable reuse of recycled water. Direct potable reuse is the process of placing recycled water directly into reservoirs or pipelines just upstream of water treatment plants. The bill received bipartisan support and was signed by the Governor.

**SB691 Hancock – Air Quality.** Intended to increase penalties for violation of air toxic standards, this bill was designed to address recent toxic emissions from refinery fires in Martinez. The bill originally included provisions for fines associated with nuisance odors as well. CASA's opposition led to removal of those provisions. Significant opposition has led the author to carry the bill over to next year's session.

**SB731 Steinberg – CEQA Changes.** This bill proposes several changes to the current CEQA process. Although the original intent was to streamline the CEQA process, most public agencies view the bill as having the opposite effect and burdening municipal governments with additional requirements and costs. The public works coalition opposing the bill was successful, and the author withdrew it from this year's session.

**Senate Constitutional Amendment No. 3 Leno – Public Information.** The amendment would preserve the Brown Act and Public Records Act in their entirety and declare them exempt from reimbursement as a State mandate. CSDA is concerned that the bill creates a loophole in Proposition 1A, which prevents the State from reallocating funds from local government agencies to the State, as it exempts any future changes to the two Acts from State reimbursement. The bill has been passed with widespread bipartisan support and was sent to the Governor for signature. If signed, it will become a ballot measure.

#### Federal Issues

**HR3080 Water Resources.** The House Committee on Transportation and Infrastructure unanimously approved HR 3080 to authorize \$8 billion in new infrastructure projects through the Army Corps of Engineers. The Senate version of the bill includes a pilot project for the Water Infrastructure Finance and Innovation Act for flood control and wastewater projects.

**S1508 Water Infrastructure.** Several Senators, including Barbara Boxer, reintroduced Senate Bill 1508, the Water Infrastructure and Resiliency and Sustainability Act. The bill would make available grants for water and wastewater utilities to undertake capital projects for protecting their facilities from extreme weather events. The bill is reintroduced after Hurricane Sandy. NACWA is hopeful at building broad-based support for this bill.

**Wastewater Construction Trends.** According to the McIvaine research group, there are currently 30 new municipal wastewater projects started each week in the US and Canada. Most of the new projects are taking place in the southern and western states in the US where growth is occurring. Many projects involve replacement of old plants that are unable to meet discharge requirements.

**American Farm Bureau vs. US EPA.** A US District Court upheld the EPA's final Total Maximum Daily Load (TMDL) and the watershed approach for the Chesapeake Bay. The Court rejected all challenges to the TMDL made by the plaintiffs (agricultural interests) and granted requests by the EPA to uphold the final TMDL for achieving nutrient and sediment reductions in the Chesapeake Bay. By upholding the watershed approach, the Court validated including non-point source contributions from agriculture in the TMDL.

**National Action on Flushable Wipes.** NACWA, WEF, APWA and the trade association for the non-woven fabrics industry have been working collaboratively to address problems with flushable wipes in wastewater collection systems. The group issued a joint press release describing their recent efforts and how they are working together to improve "flushability" guidelines and product labeling to reduce impacts that lead to extensive maintenance and repair costs for wastewater utilities. Recent articles in USA Today and the Washington Post have brought attention to the issue.

#### Local and Regional Issues

**LA County Liable for Pollution.** The 9<sup>th</sup> Circuit Court of Appeals has ruled that LA County is liable for pollution in county storm-water channels. The National Resource Defense Council and other plaintiffs sued the county in 2008 saying the County had violated storm-water permits based on high pollutant levels in the San Gabriel and Los Angeles Rivers. The County appealed the original 2011 decision to the Supreme Court, saying that they were not responsible because dozens of Cities upstream discharge polluted runoff. The Supreme Court sent the case back to the Court of Appeals, who issued the final ruling in August. The case will go back to the federal district court to determine how the County will be required to address the violations. This could have a significant cost impact on all agencies responsible for storm-water management.

**Napa Sanitation District Open House.** Napa San conducted a 4 hour open house offering tours of their wastewater treatment plant. Other activities included kids programs, microscope viewing in the lab, demonstration of equipment, and tips on recycling and protecting water quality and the Napa River. The tour was a regional effort and included the local Resource Conservation District, Water Department, waste management services, and the Audubon Society.

**Microbes Generating Electricity from Wastewater.** Using microscope organisms that generate electricity during their metabolism, engineers at Stanford have developed a laboratory wastewater battery whose energy comes from these microbes consuming wastewater organics. By placing electrodes in the wastewater, electrons are collected as the naturally occurring bacteria digest the waste. Stanford engineers estimate the bacteria could capture 30% of the potential energy in the wastewater. It would take 100 of these bacteria lined up side by side to equal the width of a human hair.

**Explosion at NY Treatment Plant.** A construction worker welding on a Digester Gas pipeline died from extensive burns after an explosion occurred at a wastewater plant in Canastota, New York. A second employee was injured but later released from the hospital in Syracuse.

**China Biosolids Epidemic.** While new treatment plants in urban China are improving water quality in rivers, lakes and seas, it appears that inadequate provisions have been made for biosolids. Truckloads of untreated sludge are being dumped on rural lands surrounding large cities. In addition to mining sites and forests, biosolids are finding their way onto farms with local farmers being told it is fertilizer. This practice has been going on for years and is more and more frequently occurring for edible food crops such as peanuts, watermelons, corn and other vegetables.

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151885	10/3/2013	800347.8	ANDERSON PACIFIC ENG CONST INC	HEADWORKS AND EMERGENCY OUTFALL IMPROV	\$135,449.76	\$427,027.76
	10/3/2013	800400.5		THICKENER CONTROL BLDG INTERIM INPROV	\$291,578.00	
151836	9/26/2013	2479	DW NICHOLSON CORP	LIFT STATION #1 IMPROVEMENTS	\$111,088.25	\$372,305.91
	9/26/2013	2510		COGENERATION PROJECT	\$261,217.66	
151928	10/3/2013	60003	RANGER PIPELINES INC	I-680 AT SABERCAT RD SEWER REPLACEMENT	\$306,631.50	\$306,631.50
151794	9/19/2013	3664	NORCAL PIPELINE SERVICES	CAST IRON LINING PROJECT PHASE IV	\$265,628.66	\$265,628.66
151818	9/26/2013	800372.3	ANDERSON PACIFIC ENG CONST INC	RAS PUMP STATION IMPROVEMENTS	\$163,827.87	\$163,827.87
151866	9/26/2013	1232	QUANTUM RESOLVE INC	HANSEN 8 UPGRADE	\$141,173.32	\$141,173.32
151940	10/3/2013	30102167	SYNAGRO TECHNOLOGIES	JULY 2013 BIOSOLIDS DISPOSAL	\$47,780.80	\$97,148.64
	10/3/2013	30102228		AUGUST 2013 BIOSOLIDS DISPOSAL	\$49,367.84	
151832	9/26/2013	2012025102	COVELLO GROUP INC	RAS PUMP STATION IMPROVEMENTS	\$9,059.50	\$95,723.98
	9/26/2013	2012025101		HEADWORKS AND EMERGENCY OUTFALL IMPROVEMENTS	\$17,711.25	
	9/26/2013	20130154		THICKENER CONTROL BLDG INTERIM IMPROVEMENTS	\$5,636.00	
	9/26/2013	201002236		PRIMARY CLARIFIERS 1 - 4 REHABILITATION	\$1,140.00	
	9/26/2013	20130163		CAST IRON LINING PHASE 4	\$1,781.00	
	9/26/2013	20130086		COGENERATION PROJECT	\$52,345.23	
	9/26/2013	20130172		THICKENER CONROL BUILDING IMPROVEMENTS PHASE II	\$8,051.00	

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151864	9/26/2013	013720130906	PACIFIC GAS AND ELECTRIC	SERV TO 09/05/13 BOYCE RD PS	\$2,124.97	\$64,074.36
	9/26/2013	170120130906		SERV TO 08/22/13 PLANT	\$61,923.65	
	9/26/2013	140120130905		SERV TO 09/04/13 IRVINGTON PS	\$25.74	
151933	10/3/2013	7547640054	ROYAL WHOLESALE ELECTRIC	5 4MB CONTROLLER	\$31,711.50	\$51,959.19
	10/3/2013	7547639830		PLC PROCESSOR UPGRADE	\$20,247.69	
151878	9/26/2013	2024028	WEST YOST & ASSOCIATES	I-680 AT SABERCAT RD SEWER REPLACEMENT	\$7,876.50	\$40,170.50
	9/26/2013	2024029		NEWARK FLAT TOPS AREA SEWER RELOCATION	\$18,366.00	
	9/26/2013	2024030		UPPER HETCH HECTCHY SS REHABILITATION	\$13,928.00	
151890	10/3/2013	11199689	BROWN & CALDWELL CONSULTANTS	RAS PUMP STATION IMPROVEMENTS	\$3,217.64	\$36,994.54
	10/3/2013	11199690		I-680 AT SABERCAT RD SEWER REPLACEMENT	\$33,385.25	
	10/3/2013	11199691		THICKENER 3 AND 4 REHABILITATION	\$391.65	
151845	9/26/2013	719	GP ELECTRIC MOTOR	ASTD PARTS & MATERIALS - IPS #5 OVERHAUL	\$34,236.41	\$34,236.41
151938	10/3/2013	901391500	SIEMENS WATER TECHNOLOGIES LLC	2,223 GALS HYDROGEN PEROXIDE	\$10,320.94	\$21,110.81
	10/3/2013	901376032		2,324 GALS HYDROGEN PEROXIDE	\$10,789.87	
151774	9/19/2013	751	EAST BAY MUNI UTILITY DISTRICT	FY13-14 BACWA PARTICIPATION FEES	\$18,000.00	\$18,000.00
151806	9/19/2013	533620130822	US BANK CORP PAYMENT SYSTEM	MONTHLY CAL CARD STMT - AUG 2013	\$15,488.47	\$15,488.47
151876	9/26/2013	99726	VAVRINEK, TRINE, DAY & CO LLP	AUDITING SERVICES AUGUST 2013	\$15,000.00	\$15,000.00
151795	9/19/2013	86420130903	DAVID M O'HARA ATTY AT LAW	GENERAL LEGAL - AUG 13	\$12,673.50	\$14,143.50
	9/19/2013	97720130903		CIP LEGAL - JULY 13	\$1,470.00	

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151883	10/3/2013	4071036120130909	ALAMEDA COUNTY WATER DISTRICT	SERV TO: 09/09/13-BENSON ROAD	\$12,680.53	\$12,680.53
151927	10/3/2013	116861	R-2 ENGINEERING INC	ASTD PARTS & MATERIALS	\$7,303.41	\$11,417.40
	10/3/2013	116860		ASTD PARTS & MATERIALS	\$4,113.99	
151912	10/3/2013	9017352773	KEMIRA WATER SOLUTIONS, INC.	8.15 DRY TONS FERROUS CHLORIDE	\$5,498.88	\$10,808.84
	10/3/2013	9017352284		7.87 DRY TONS FERROUS CHLORIDE	\$5,309.96	
151854	9/26/2013	9017351479	KEMIRA WATER SOLUTIONS, INC.	7.92 DRY TONS FERROUS CHLORIDE	\$5,343.70	\$10,545.71
	9/26/2013	9017352031		7.71 DRY TONS FERROUS CHLORIDE	\$5,202.01	
151804	9/19/2013	571777	UNIVAR USA INC	4,888 GALS SODIUM HYPOCHLORITE	\$2,299.37	\$9,274.16
	9/19/2013	572353		4,887 GALS SODIUM HYPOCHLORITE	\$2,298.90	
	9/19/2013	573244		4,888 GALS SODIUM HYPOCHLORITE	\$2,299.37	
	9/19/2013	572226		5,052 GALS SODIUM HYPOCHLORITE	\$2,376.52	
151800	9/19/2013	901368966	SIEMENS WATER TECHNOLOGIES LLC	1,815 GALS HYDROGEN PEROXIDE	\$8,426.68	\$8,426.68
151830	9/26/2013	20130903	COLLISON ENGINEERING	HAYWARD MARSH PERMIT METAL STUDY	\$7,618.40	\$7,618.40
151913	10/3/2013	37432220131001	LINCOLN FINANCIAL GROUP	LIFE & DISABILITY INSURANCE - OCT 2013	\$7,339.65	\$7,339.65
151803	9/19/2013	130611	TOTAL WASTE SYSTEMS INC	AUGUST 2013 GRIT DISPOSAL	\$7,298.58	\$7,298.58
151820	9/26/2013	433	AUTOMATED NETWORK CONTROLS	SCADA / PLC PROGRAMMING SERVICES	\$4,632.11	\$7,229.43
	9/26/2013	432		HEADWORKS AND EMERGENCY OUTFALL IMPROV	\$2,597.32	
151891	10/3/2013	7187	CDW GOVERNMENT LLC	VMWARE SOFTW + SUPPORT ANNUAL RENEW	\$6,987.00	\$7,167.78
	10/3/2013	39243		ASTD WIFI PARTS FOR BOARD	\$180.78	

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151873	9/26/2013	573627	UNIVAR USA INC	5,016 GALS SODIUM HYPOCHLORITE	\$2,359.59	\$7,072.18
	9/26/2013	574425		5,008 GALS SODIUM HYPOCHLORITE	\$2,355.82	
	9/26/2013	574020		5,010 GALS SODIUM HYPOCHLORITE	\$2,356.77	
151943	10/3/2013	575430	UNIVAR USA INC	4,891 GALS SODIUM HYPOCHLORITE	\$2,300.78	\$7,010.55
	10/3/2013	575458		5,005 GALS SODIUM HYPOCHLORITE	\$2,354.41	
	10/3/2013	575602		5,007 GALS SODIUM HYPOCHLORITE	\$2,355.36	
151760	9/19/2013	81354	BEECHER ENGINEERING	ARC FLASH STUDY	\$960.00	\$5,745.00
	9/19/2013	81357		THICKENER CONTROL BLDG INTERIM IMPROV	\$1,320.00	
	9/19/2013	81355		MCC REPLACEMENT - PHASE 2	\$3,465.00	
151763	9/19/2013	1296	BURLINGAME ENGINEERS INC	MILTON ROY PUMP REBUILDS	\$5,377.88	\$5,377.88
151785	9/19/2013	9017351072	KEMIRA WATER SOLUTIONS, INC.	7.76 TONS FERROUS CHLORIDE	\$5,235.74	\$5,235.74
151764	9/19/2013	3218272001	CALIFORNIA SERVICE TOOL INC	1 GREENLEE POWER CRIMPER	\$5,055.53	\$5,055.53
151905	10/3/2013	3G6649	HARRINGTON INDUSTRIAL PLASTICS	5 EA SOLENIOD VALVES FOR DEGRITTER	\$4,339.11	\$4,900.31
	10/3/2013	3G6605		ASTD PARTS & MATERIALS	\$561.20	
151925	10/3/2013	828265	POLYDYNE INC	42,940 LBS CLARIFLOC WE-539	\$4,890.01	\$4,890.01
151867	9/26/2013	183750	RF MACDONALD CO	1 PULSAFEEDER ECO GEAR PUMP	\$1,826.49	\$4,862.21
	9/26/2013	183758		1 LIQUIFLO PUMP & 2 REPAIR KITS	\$3,035.72	
151796	9/19/2013	825206	POLYDYNE INC	40,320 LBS CLARIFLOC WE-539	\$4,591.64	\$4,591.64
151823	9/26/2013	2960	BAY AREA COATING CONSULTANT	COATING INSPECTIONS - BOYCE RD LS	\$4,590.00	\$4,590.00

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151762	9/19/2013	340118	BRENNTAG PACIFIC, INC.	5641 LB SODIUM HYDROXIDE	\$3,012.86	\$4,519.02
	9/19/2013	340117		2820 LB SODIUM HYDROXIDE	\$1,506.16	
151769	9/19/2013	27455	COLLICUTT ENERGY SERVICES INC	ASTED GENERATOR PARTS	\$4,032.49	\$4,032.49
151768	9/19/2013	42547	COAST CRANE COMPANY	CRANE REPAIR	\$4,031.24	\$4,031.24
151849	9/26/2013	2	STEPHANIE HUGHES, CHE P.E.	P2 PROGRAM SUPPORT	\$3,478.75	\$3,478.75
151797	9/19/2013	130828	PROSAFE	32 HRS INSPECTIONS & 2 HRS SPCC	\$3,400.00	\$3,400.00
151782	9/19/2013	3G6316	HARRINGTON INDUSTRIAL PLASTICS	SCRUBBER 13 HYPO BASKET STRAINERS	\$2,020.30	\$3,351.43
	9/19/2013	3G6317		ASTD PARTS & MATERIALS	\$144.87	
	9/19/2013	3G6255		2 EA 1 1/2" VALVES	\$1,186.26	
151808	9/26/2013	3EU0049075	3E COMPANY	ONLINE MSDS 09/01/13-08/31/14	\$3,270.00	\$3,270.00
151947	10/3/2013	20131001	VISION SERVICE PLAN - CA	OCTOBER 2013 VISION STMT	\$3,186.04	\$3,186.04
151813	9/26/2013	130801693	AIRTECH MECHANICAL INC	HVAC MAINTENANCE	\$3,150.00	\$3,150.00
151863	9/26/2013	212136	PACHECO BROTHERS GARDENING INCLANDSCAPE MAINTENANCE SERVICES SEPT 2013		\$1,468.00	\$2,523.00
	9/26/2013	212137		WEED ABATEMENT WORK SEPTEMBER 2013	\$1,055.00	
151771	9/19/2013	241284	CURTIS & TOMPKINS LTD	19 LAB SAMPLE ANALYSIS	\$240.00	\$2,435.00
	9/19/2013	241239		22 LAB SAMPLE ANALYSIS	\$980.00	
	9/19/2013	241238		23 LAB SAMPLE ANALYSIS	\$1,215.00	
151904	10/3/2013	8471187	HACH COMPANY	13 EA DO PROBE CAPS	\$2,399.89	\$2,399.89

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151807	9/19/2013	722065	VALLEY OIL COMPANY	OPTICTANK CLEANING & FUEL POLISHING FOR TANK	\$2,238.00	\$2,396.17
	9/19/2013	23338		10 TUBES CHEVRON DELO MOLY 3%	\$64.06	
	9/19/2013	23322		2 CS MOBIL POLYREX EM GREASE	\$94.11	
151859	9/26/2013	34927	METROMOBILE COMMUNICATIONS INC	ASTD RADIO EQUIPMENT FOR TRUCKS 371 & 372	\$2,312.12	\$2,312.12
151755	9/19/2013	60103	3T EQUIPMENT COMPANY INC	4 PIPEPATCH KIT - WINTER	\$2,304.77	\$2,304.77
151826	9/26/2013	342307	BRENNTAG PACIFIC, INC.	1410.2 LB SODIUM HYDROXIDE	\$760.88	\$2,282.63
	9/26/2013	342306		2820.4 LB SODIUM HYDROXIDE	\$1,521.75	
151923	10/3/2013	6076	PARAGON FREMONT RESIDENTIAL LL	REFUND # 16699	\$2,280.00	\$2,280.00
151919	10/3/2013	35137	METROMOBILE COMMUNICATIONS INC	1 EA RADIO FOR THERESA RODRIGUEZ	\$1,199.32	\$2,078.72
	10/3/2013	350121		RADIO SERVICE AGREEMENT - SEPT 2013	\$879.40	
151909	10/3/2013	6321	IRON MOUNTAIN	OFF-SITE STORAGE AND SERVICE AUG 2013	\$1,962.75	\$1,962.75
151815	9/26/2013	4071038120130909	ALAMEDA COUNTY WATER DISTRICT	SERV TO: 09/09/13-BENSON ROAD	\$53.86	\$1,842.36
	9/26/2013	4071037120130909		SERV TO: 09/09/13-BENSON ROAD	\$1,788.50	
151869	9/26/2013	2283352004	S & S SUPPLIES & SOLUTIONS	20 NECK SHIELD MESH ORANGE	\$142.35	\$1,818.03
	9/26/2013	2298053001		30 BGS TAG LOCKOUT & 36 BXS GLOVES	\$1,675.68	
151833	9/26/2013	954	CRITEX LLC	1 DRIVE ASSEMBLY TOP #3285HM	\$1,776.39	\$1,776.39
151777	9/19/2013	222012	CITY OF FREMONT	CAST IRON LINING PHASE 4	\$1,735.73	\$1,735.73
151758	9/19/2013	37749	ALLIED PACKING AND SUPPLY CO	ASTD PARTS & MATERIALS	\$1,688.21	\$1,688.21

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151936	10/3/2013	1540707001	SAN LEANDRO ELECTRIC SUPPLY	2 PKS WIRE NUTS YELLOW	\$26.80	\$1,562.66
	10/3/2013	1540707002		10 STRAIN RELIEF CONNECTORS	\$70.42	
	10/3/2013	1540707004		4 UNI STRUT POST BASE	\$464.03	
	10/3/2013	1539248001		ASTD PARTS & MATERIALS	\$438.19	
	10/3/2013	1543434001		ASTD PARTS & MATERIALS	\$97.39	
	10/3/2013	1540707003		2 PKS WIRE NUTS YELLOW	\$26.80	
	10/3/2013	1543434002		4 CONDULET & 4 CONDUIT CONNECTOR LIQUID TIGHT	\$439.03	
151887	10/3/2013	5188620130910	APWA AMERICAN PUBLIC WORKS	AGENCY MEMBERSHIP & CHAPTER DUES	\$1,520.00	\$1,520.00
151783	9/19/2013	20130913	HASLER INC.	POSTAGE BY PHONE	\$1,500.00	\$1,500.00
151850	9/26/2013	490060	INDUSTRIAL SAFETY SUPPLY	ASTD TANKS CAL GAS	\$1,455.20	\$1,455.20
151846	9/26/2013	9221606214	GRAINGER INC	2 EA FLUORESCENT EMERG BALLASTS	\$112.19	\$1,432.34
	9/26/2013	9220123443		1 EA MAGNIFIER	\$21.42	
	9/26/2013	9223074676		1 EA PRESSURE GAUGE	\$10.59	
	9/26/2013	9218204825		1 EA ROLL OF TAPE, BLACK/WHITE 90FT	\$327.84	
	9/26/2013	9218782309		ASTD SHELVING	\$758.33	
	9/26/2013	9218253590		8 PR READING GLASSES - POLYCARBONATE	\$116.33	
	9/26/2013	9219180750		1 EA 22 OZ HAND SOAP	\$7.98	
	9/26/2013	9220123450		ASTD PLIERS AND PORTABLE TOOL BOX	\$77.66	

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151948	10/3/2013	8055171365	VWR INTERNATIONAL LLC	2 PKS VIALS COD LR & 2 PKS VIALS COD HR	\$815.71	\$1,378.97
	10/3/2013	8055191483		1 BRUCINE-SULFANILIC ACID & 1 IODINE	\$66.38	
	10/3/2013	8055188258		2 CS 1 ML EPPENDORF PIPET TIPS	\$122.25	
	10/3/2013	8055203506		6 OTG SAFETY GLASSES	\$30.16	
	10/3/2013	8055167286		1 CS ALUMINUM WEIGHING DISH 57MM	\$90.17	
	10/3/2013	8055196229		4 BXS HYDROGEN SULFUR DETECTOR TUBES	\$254.30	
151862	9/26/2013	20130920	SHAWN NESGIS	EXP REIMB: MSA ANNUAL CONFERENCE - VENTURA, CA	\$1,378.57	\$1,378.57
151945	10/3/2013	23285	VALLEY OIL COMPANY	1 DRUM SHELL PELLA A OIL	\$1,329.77	\$1,329.77
151893	10/3/2013	69393	COMMERCIAL MAINTENANCE CHEMICALS	LIFTSTATION DEGREASER	\$1,309.62	\$1,309.62
151941	10/3/2013	332013	THE MEJORANDO GROUP	COACHING SERVICES	\$1,304.45	\$1,304.45
151930	10/3/2013	16709	RMC WATER AND ENVIRONMENT	MIDTOWN DEVELOPMENT SEWER EVALUATION	\$1,286.00	\$1,286.00
151786	9/19/2013	310477	LEDTRONICS INC	REPLACEMENT LED LIGHT RMA# 1200539	\$73.95	\$1,275.09
	9/19/2013	321439		29 EA LED LIGHTS FOR BOARDROOM	\$1,275.09	
	9/19/2013	309110		CREDIT FOR REPLACEMENT LED LIGHT RMA# 1200539	-\$73.95	
151810	9/26/2013	57785	AA OFFICE EQUIPMENT	3 OFFICE CHAIRS & KEYBOARD FOR FMC AS	\$1,189.17	\$1,189.17
151802	9/19/2013	3162	T & D TRANSPORT	15 CALIFORNIA (PSIP) DIESEL SMOKE TESTS	\$1,087.50	\$1,087.50
151793	9/19/2013	5352672	NELSON STAFFING SOLUTIONS	TEMP LABOR-GOYENA, L., WK END 08/18/13	\$1,080.00	\$1,080.00
151861	9/26/2013	5353377	NELSON STAFFING SOLUTIONS	TEMP LABOR-GOYENA, L., WK END 08/25/13	\$1,080.00	\$1,080.00

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151901	10/3/2013	9223759144	GRAINGER INC	1 EA CORDED HAMMER DRILL KIT	\$108.54	\$1,077.63
	10/3/2013	9227812691		1 EA MOTOR	\$86.88	
	10/3/2013	9225611269		4 EA QUARTZ METAL HALIDE LAMPS	\$60.95	
	10/3/2013	9225611251		2 EA BUNGEE CORDS	\$3.28	
	10/3/2013	9224208935		1 EA WATER TANK	\$817.98	
151812	9/26/2013	813119	AIRSIS, INC.	NRB IMPORT ENHANCEMENT	\$1,000.00	\$1,000.00
151872	9/26/2013	494684840	TELEPACIFIC COMMUNICATIONS	WIRELESS INTERNET BACKUP - SEPTEMBER	\$960.00	\$960.00
151920	10/3/2013	20130918	BRODERICK MOY	EXP REIMB: USD GOLF TOURNAMENT	\$297.17	\$948.78
	10/3/2013	20130930		EXP REIMB: TRI-STATE SEMINAR - NEVADA	\$651.61	
151791	9/19/2013	20130918	STUART MORRISON	EXP REIMB: MSA ANNUAL CONF - VENTURA BEACH, CA	\$941.80	\$941.80
151787	9/19/2013	1388	MATHESON ENVIRONMENTAL SERVICE	HAZARDOUS MATERIALS RECYCLING	\$941.60	\$941.60
151879	9/26/2013	22960	WILEY PRICE & RADULOVICH LLP	LABOR & EMPLOYMENT LAW FEES	\$932.50	\$932.50
151825	9/26/2013	20130923	CURTIS BOSICK	EXP REIMB: WEFTEC REGISTRATION & AIRFARE	\$928.80	\$928.80
151816	9/26/2013	38622	ALLIED PACKING AND SUPPLY CO	ASTD PARTS & MATERIALS	\$905.79	\$905.79
151792	9/19/2013	24807820	MOTION INDUSTRIES INC	2 EA BEARINGS	\$364.55	\$905.05
	9/19/2013	24807728		1 EA BEARING SET	\$540.50	
151809	9/26/2013	60139	3T EQUIPMENT COMPANY INC	2 KIT, INSTALLATION, REMOVABLE PIGTAIL	\$894.30	\$894.30
151908	10/3/2013	600839909	HILLYARD/SAN FRANCISCO	12 EA RECEPTACLES	\$186.61	\$891.36
	10/3/2013	600843502		ASTD JANITORIAL SUPPLIES	\$704.75	

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151828	9/26/2013	44064368	CINTAS FIRE PROTECTION	SERVICE CHARGE ALARM	\$870.00	\$870.00
151770	9/19/2013	20130828	COMMUNICATION & CONTROL INC	UTILITY FEE/ANTENNA RENTAL	\$869.72	\$869.72
151911	10/3/2013	36087679	KELLY SERVICES INC	TEMP LABOR-RODRIGUEZ, M., WK END 09/08/13	\$866.40	\$866.40
151921	10/3/2013	5354095	NELSON STAFFING SOLUTIONS	TEMP LABOR-GOYENA, L., WK END 09/01/13	\$864.00	\$864.00
151918	10/3/2013	60804527	MCMASTER SUPPLY INC	2 EA LIFT & DROP STEEL SLIDE BOLTS	\$20.39	\$860.00
	10/3/2013	60866525		2 EA TROLLEYS	\$301.95	
	10/3/2013	60945589		ASTD PARTS & MATERIALS	\$493.15	
	10/3/2013	60742384		ASTD PARTS & MATERIALS	\$44.51	
151871	9/26/2013	8122768091213	SIERRA SPRING WATER COMPANY	BOTTLESS COOLERS RENTAL	\$239.00	\$859.17
	9/26/2013	4868173091213		WATER SERVICE 08/16/13 - 09/12/13	\$620.17	
151766	9/19/2013	63168	CDW GOVERNMENT LLC	1 WIFI	\$808.84	\$853.84
	9/19/2013	23152		1 WIFI	\$45.00	
151778	9/19/2013	74920	GHD INC	BOYCE ROAD LIFT STATION	\$822.22	\$822.22
151858	9/26/2013	60274287	MCMASTER SUPPLY INC	1 EA ACTIVATED SWITCH	\$117.90	\$819.48
	9/26/2013	60527056		ASTD PARTS & MATERIALS	\$175.97	
	9/26/2013	60690397		ASTD PARTS & MATERIALS	\$64.97	
	9/26/2013	60689596		1 EA ENCLOSURE PANEL & COVER	\$228.62	
	9/26/2013	60689266		ASTD PARTS & MATERIALS	\$232.02	
151788	9/19/2013	20130911	EDWARD MCCORMICK	EXP REIMB: CASA CONF, SAN DIEGO AUG 2013	\$794.35	\$794.35

**UNION SANITARY DISTRICT  
CHECK REGISTER  
09/14/2013-10/03/2013**

Check No.	Date	Invoice No.	Vendor	Description	Invoice Amt	Check Amt
151773	9/19/2013	1023308	DICKEYS BARBECUE PIT	EMPLOYEE ANNUAL RECOGNITION BBQ BUFFET DEPOSIT	\$781.53	\$781.53
151896	10/3/2013	20131002	DICKEYS BARBECUE PIT	EMPLOYEE ANNUAL RECOGNITION BBQ BUFFET	\$781.53	\$781.53
151757	9/19/2013	37268	ALL-CAL	ARTICULATING CRANE CERT AND TRAINING	\$750.00	\$750.00
151894	10/3/2013	241538	CURTIS & TOMPKINS LTD	17 LAB SAMPLE ANALYSIS	\$650.00	\$715.00
	10/3/2013	241453		4 LAB SAMPLE ANALYSIS	\$65.00	
151789	9/19/2013	56599833	MCMASTER SUPPLY INC	6 PACKS TAPE FOR BROTHER LABEL PRINTER	\$173.91	\$689.56
	9/19/2013	60069979		1 EA FOOT TREADLE FOR STATION	\$98.77	
	9/19/2013	59785403		3 EA MINIATURE NYLON BALL VALVES	\$44.25	
	9/19/2013	60059243		6 EA ALUMINUM HANDLE W/BALL KNOB	\$69.07	
	9/19/2013	59870981		ASTD JOBBERS DRILL BITS	\$37.58	
	9/19/2013	59888968		1 EA CARGO CONTAINMENT BAR	\$137.90	
	9/19/2013	59764096		3 EA PUSH-TO-CONNECT ADAPTERS	\$26.54	
	9/19/2013	59798792		1 EA REPLACEMENT PVC SCREEN	\$32.29	
	9/19/2013	60020841		1 EA HOUR METER W/QUARTZ DRIVE ANALOG DISPLAY	\$69.25	
151932	10/3/2013	1044655	ROCHESTER MIDLAND CORPORATION	HOT WATER LOOP SERVICE	\$685.90	\$685.90
151838	9/26/2013	10138	EOFF MANUFACTURING	6 CLAIRIFIER SKIMMER ARMS	\$660.29	\$660.29
151841	9/26/2013	9340	FREMONT EXPRESS COURIER SVC	COURIER SERVICES: AUG 2013	\$660.00	\$660.00
151924	10/3/2013	240025905	PETERSON TRACTOR CO	ASTD PARTS & MATERIALS	\$659.75	\$659.75
151855	9/26/2013	2561	KNUDSEN'S ICE CREAMERY INC	SAFETY RECOG: 180 DAYS W/O INJURY	\$650.00	\$650.00

**UNION SANITARY DISTRICT  
CHECK REGISTER  
09/14/2013-10/03/2013**

Check No.	Date	Invoice No.	Vendor	Description	Invoice Amt	Check Amt
151865	9/26/2013	20130926	DAVE PORT	EXP REIMB: LUMBER RACK FOR TRUCK T1039	\$643.09	\$643.09
151892	10/3/2013	30419	CLAREMONT BEHAVIORAL SERVICES	OCT 2013 EAP PREMIUM	\$639.40	\$639.40
151811	9/26/2013	9912245944	AIRGAS NCN	CYLINDER RENTAL	\$636.17	\$636.17
151822	9/26/2013	20130918	IRMA REGINA BASTIAN	TUITION REIMBURSEMENT	\$600.00	\$600.00
151903	10/3/2013	91342669	H & E EQUIPMENT SERVICES INC	ARTICULATING BOOMLIFT RENTAL	\$579.61	\$579.61
151819	9/26/2013	4657281	AT&T	SERV: 08/01/13 - 08/31/13	\$566.31	\$566.31
151870	9/26/2013	20130920	JAMES SCHOFIELD	EXP REIMB: 1 YEAR NO SPILLS RECOGNITION	\$566.04	\$566.04
151835	9/26/2013	3865	DAS MANUFACTURING INC	100 DURACAST 4" CUSTOM CURB MARKERS	\$565.00	\$565.00
151851	9/26/2013	200042384	IRON MOUNTAIN	DATA/MEDIA OFF-SITE STORAGE - AUG 2013	\$225.12	\$529.29
	9/26/2013	5185		OFF-SITE STORAGE AND SERVICE AUG 2013	\$304.17	
151884	10/3/2013	19	ALLIED PACKING AND SUPPLY CO	2 - 4"X3' KANALINE SR S&D HOSE COUPLER, MXF	\$527.02	\$527.02
151767	9/19/2013	44580634	CINTAS FIRE PROTECTION	INSPECTION,QTRLY,SPRINKLER SYSTEM WET	\$250.00	\$500.00
	9/19/2013	44582476		INSPECTION,QTRLY,SPRINKLER SYSTEM WET	\$250.00	
151821	9/26/2013	2521730571	BANK OF NEW YORK	AUGUST 2013 SERVICE FEE	\$500.00	\$500.00
151839	9/26/2013	6992	EXPRESS PLUMBING	REFUND # 16691	\$500.00	\$500.00
151856	9/26/2013	8212	LOOKINGPOINT INC	MONTHLY PREMIER MAINTENANCE - AUG 2013	\$500.00	\$500.00
151942	10/3/2013	7069	TOM MARTIN PLUMBING	REFUND # 16706	\$500.00	\$500.00
151853	9/26/2013	35062145	KELLY SERVICES INC	TEMP LABOR-RODRIGUEZ, M., WK END 09/01/13	\$486.40	\$486.40
151880	9/26/2013	1204518886	WRA ENVIRONMENTAL CONSULTANTS	FORCE MAIN CONSTRUCTION	\$480.00	\$480.00

**UNION SANITARY DISTRICT  
CHECK REGISTER  
09/14/2013-10/03/2013**

Check No.	Date	Invoice No.	Vendor	Description	Invoice Amt	Check Amt
151886	10/3/2013	9000018677	APPLIED INDUSTRIAL TECHNOLOGIE	CREDIT ASTD PARTS & MATERIALS	\$-477.07	\$466.14
	10/3/2013	7000878887		ASTD PARTS & MATERIALS	\$477.07	
	10/3/2013	7000908436		ASTD PARTS & MATERIALS	\$143.61	
	10/3/2013	7000908435		ASTD PARTS & MATERIALS	\$322.53	
151759	9/19/2013	7000867315	APPLIED INDUSTRIAL TECHNOLOGIE	16 BELTS	\$465.16	\$465.16
151881	9/26/2013	69926453	XEROX CORPORATION	MTHLY MAINTENANCE BASED ON USE	\$17.90	\$461.91
	9/26/2013	69926455		MTHLY MAINTENANCE BASED ON USE	\$150.43	
	9/26/2013	69926452		MTHLY MAINTENANCE BASED ON USE	\$26.36	
	9/26/2013	69926451		MTHLY MAINTENANCE BASED ON USE	\$267.22	
151829	9/26/2013	41678	CITYLEAF INC	PLANT MAINTENANCE - SEP 2013	\$457.84	\$457.84
151834	9/26/2013	241306	CURTIS & TOMPKINS LTD	4 LAB SAMPLE ANALYSIS	\$445.00	\$445.00
151790	9/19/2013	350617	MOBILE MODULAR MANAGEMENT CORP	PMC TRAILER RENTAL - SEPT 2013	\$431.43	\$431.43
151917	10/3/2013	92929	MCINERNEY & DILLON, P.C.	LEGAL SERVICES - PRIMARY CLARIFIER REHAB	\$245.00	\$420.00
	10/3/2013	92928		LEGAL SERVICES - 2013 AUDIT	\$175.00	
151827	9/26/2013	1244930	CHEMSEARCH	2 DZ YIELD AEROSOL LUBRICANT	\$396.86	\$396.86
151900	10/3/2013	20131001	MOHAMMAD GHOURY	EXP REIMB: GIFT CARDS & CAKE FOR EMP REC BBQ	\$387.99	\$387.99
151817	9/26/2013	3630	ALPINE CONTROLS INC	2 GBT PRESSURE RELIEF VALVES	\$372.90	\$372.90

**UNION SANITARY DISTRICT  
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09/14/2013-10/03/2013**

Check No.	Date	Invoice No.	Vendor	Description	Invoice Amt	Check Amt
151780	9/19/2013	9216377383	GRAINGER INC	1 EA CONTROL STATION, NEMA 4	\$176.38	\$364.08
	9/19/2013	9212422175		2 EA PIPE ROOF FLASHING	\$119.68	
	9/19/2013	9212032404		30 ROLLS BLUE SHOP TOWELS	\$68.02	
151847	9/26/2013	3G6409	HARRINGTON INDUSTRIAL PLASTICS	ASTD PARTS & MATERIALS	\$243.57	\$357.23
	9/26/2013	3G6354		ASTD PARTS & MATERIALS	\$113.66	
151756	9/19/2013	130801657	AIRTECH MECHANICAL INC	SERVICE CALL: BLDG 80 MCC ROOM	\$352.90	\$352.90
151831	9/26/2013	4339643	CORT	SEP 2013 FURNITURE RENTAL - DEPUTY GM OFFICE	\$343.50	\$343.50
151765	9/19/2013	20130913	CALPERS	FORUM REGISTRAION: M. SCOTT	\$325.00	\$325.00
151898	10/3/2013	116519174	FREMONT URGENT CARE CENTER	1 NEW HIRE PHYSICAL/1 EXAM	\$310.00	\$310.00
151914	10/3/2013	20130927	DAVID LIVINGSTON	EXP REIMB: CA BIO-SOLIDS ALLIANCE SYMP - SACRAMENTO	\$293.20	\$293.20
151906	10/3/2013	13012	HAYWARD PIPE AND SUPPLY	84 FT 1-1/2" S40 A53A GT&C PIPE I	\$292.11	\$292.11
151848	9/26/2013	20130925.1	VIRGINIA HOLSLAG	EXP REIMB: ER BBQ GIFT CARDS	\$100.00	\$290.00
	9/26/2013	20130925.2		EXP REIMB: ER BBQ GIFT CARDS	\$50.00	
	9/26/2013	20130925.3		EXP REIMB: ER BBQ GIFT CARDS	\$70.00	
	9/26/2013	20130925.4		EXP REIMB: ER BBQ GIFT CARDS	\$70.00	
151775	9/19/2013	9322118673	EMEDCO INC	4 SAFETY SIGNS	\$289.51	\$289.51
151779	9/19/2013	1190322507	GLACIER ICE COMPANY INC	210 EA 7LB BAGS OF ICE	\$268.80	\$268.80
151946	10/3/2013	20130930	AUDREY VILLANUEVA	EXP REIMB: LUNCH FOR INDUSTRIAL	\$264.69	\$264.69
151916	10/3/2013	3768011	MALLORY SAFETY AND SUPPLY LLC	4 PAIRS BOOTS	\$263.70	\$263.70

**UNION SANITARY DISTRICT  
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09/14/2013-10/03/2013**

Check No.	Date	Invoice No.	Vendor	Description	Invoice Amt	Check Amt
151910	10/3/2013	78940510	KANO LABORATORIES INC	2 CASES AEROKROIL	\$256.26	\$256.26
151899	10/3/2013	813051	GENERAL FITNESS DISTRIBUTION	PREVENTATIVE MAINTENANCE - EXERCISE CLUB EQUIPMENT	\$250.00	\$250.00
151939	10/3/2013	20131002	LARRY SIMMERS	REIMB: 25 YR SVS AWD BRIAN ANDERSON	\$250.00	\$250.00
151781	9/19/2013	73620	H20 PRECISION INC	8 EA DRILL 1" HOLES IN MANHOLE LIDS	\$240.00	\$240.00
151926	10/3/2013	7212	R & S ERECTION OF S ALAMEDA	PM SERVICE ON GATE	\$238.84	\$238.84
151877	9/26/2013	20130923	AUDREY VILLANUEVA	EXP REIMB: FOOD FOR IPACS TRAINING	\$238.71	\$238.71
151882	10/3/2013	130901708	AIRTECH MECHANICAL INC	SERVICE CALL: BLDG 82 AC#2 MCC ROOM	\$227.40	\$227.40
151875	9/26/2013	20130901	USA MOBILITY WIRELESS INC	SEPTEMBER 2013 PAGER SERVICE	\$219.31	\$219.31
151874	9/26/2013	9853353	UPS - UNITED PARCEL SERVICE	SHIPPING CHARGES W/E 08/31/13	\$217.28	\$217.28
151776	9/19/2013	118341	FASTENAL	20 M16 X 70 A4 DE STUD	\$198.94	\$198.94
151772	9/19/2013	20130825.25	DALE HARDWARE INC	08/13 - ASTD PARTS & MATERIALS	\$198.33	\$198.33
151931	10/3/2013	20130930	AARON ROBLES	EXP REIMB: TRI-STATE SEMINAR	\$187.13	\$187.13
151868	9/26/2013	222394	RKI INSTRUMENTS INC	EAGLE 2 REPAIR SERVICE	\$180.00	\$180.00
151935	10/3/2013	85340220130920	SAN FRANCISCO WATER DEPT	SERVICE 08/21/13 TO 09/19/13	\$173.00	\$173.00
151761	9/19/2013	9929311	BLAISDELL'S	1 EA HP INK CRG	\$66.20	\$169.51
	9/19/2013	9929310		ASTD OFFICE SUPPLIES	\$60.44	
	9/19/2013	9935450		ASTD OFFICE SUPPLIES	\$4.58	
	9/19/2013	9928560		2 STAMPS/1 CALCULATOR	\$38.29	
151798	9/19/2013	2283352003	S & S SUPPLIES & SOLUTIONS	20 NECK SHIELD MESH LIME	\$142.35	\$142.35

**UNION SANITARY DISTRICT  
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09/14/2013-10/03/2013**

Check No.	Date	Invoice No.	Vendor	Description	Invoice Amt	Check Amt
151937	10/3/2013	796055541	SHARP BUSINESS SYSTEMS	MTHLY MAINTENANCE BASED ON USE	\$115.71	\$115.71
151799	9/19/2013	20130916.2	JAMES SCHOFIELD	EXP REIMB: BIRTHDAY RECOGNITION	\$31.99	\$99.01
	9/19/2013	20130916.1		EXP REIMB: SUPPORT TEAM SAFETY	\$67.02	
151895	10/3/2013	20130926	CWEA-NRTC	REG: A. BERLING, NORTHERN SAFETY DAY 2013	\$95.00	\$95.00
151852	9/26/2013	20130923	ELLIOTT JOHNSON	EXP REIMB: ERGONOMIC KEYBOARD	\$87.59	\$87.59
151840	9/26/2013	118361	FASTENAL	ASTD PARTS & MATERIALS	\$86.51	\$86.51
151860	9/26/2013	20130923	BRODERICK MOY	EXP REIMB: CWEA SEMINAR FEE	\$80.00	\$80.00
151907	10/3/2013	20130924	ALEXANDRO HERNANDEZ	EXP REIMB: CWEA SEMINAR	\$80.00	\$80.00
151801	9/19/2013	20130916	THOMAS SOLARI	EXP REIMB: MILEAGE FOR CALL OUT	\$69.50	\$69.50
151902	10/3/2013	928590	GROENIGER AND COMPANY	1 EA RELIEF VALVE REP KIT	\$65.64	\$65.64
151837	9/26/2013	239325	ENTERPRISE GOV 43-1514861	RENTAL: J. RODRIGUES, LOS ANGELES, CA	\$62.60	\$62.60
151897	10/3/2013	615320130918	DISH NETWORK	OCT 2013 - SERVICE FEE	\$54.86	\$54.86
151824	9/26/2013	9939500	BLAISDELL'S	2 PK AWARD CERTIFICATE	\$15.13	\$52.39
	9/26/2013	9939800		ASTD OFFICE SUPPLIES	\$37.26	
151949	10/3/2013	1886941001	WHCI PLUMBING SUPPLY CO	2 WORKBOARD FCT PARTS KIT	\$51.66	\$51.66
151844	9/26/2013	20130920	ROSLYN FULLER	MILEAGE REIMB: LEIBERT/CASIDY/WHITMORE WORKSHOP	\$51.28	\$51.28
151814	9/26/2013	20130926	ALAMEDA COUNTY TREASURER	UPPER HETCH HECTCHY SS REHABILITATION	\$50.00	\$50.00
151929	10/3/2013	59669	REMOTE SATELLITE SYSTEMS INT'L	IRIDIUM SVC FEE OCT 2013	\$48.95	\$48.95
151842	9/26/2013	14910	BLT ENTERPRISES FREMONT RECYCLING CENTER	GREEN WASTE	\$38.00	\$38.00

**UNION SANITARY DISTRICT  
CHECK REGISTER  
09/14/2013-10/03/2013**

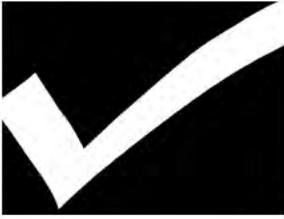
Check No.	Date	Invoice No.	Vendor	Description	Invoice Amt	Check Amt
151784	9/19/2013	5410800	HOSE & FITTINGS ETC	1 EA F471TC-01-13-06-06-28	\$36.71	\$36.71
151805	9/19/2013	9853343	UPS - UNITED PARCEL SERVICE	SHIPPING CHARGES W/E 08/24/13	\$36.15	\$36.15
151915	10/3/2013	20130905	MAINTENANCE SUPERINTENDENTS	REGIS FEE: S NESGIS FOR MSA PPC MTG ON 11/5/2013	\$35.00	\$35.00
151857	9/26/2013	77687510	MATHESON TRI-GAS INC	MONTHLY CYLINDER RENTAL - AUG 2013	\$33.84	\$33.84
151889	10/3/2013	9950540	BLAISDELL'S	3 PKS AWARD HOLDER	\$33.80	\$33.80
151843	9/26/2013	138683	FREMONT RUBBER STAMP CO INC	SELF INKING STAMP: INSURANCE EXPIRES	\$33.04	\$33.04
151934	10/3/2013	2298053002	S & S SUPPLIES & SOLUTIONS	2 EMPTY FIRST AID KIT BOX ONLY	\$33.01	\$33.01
151922	10/3/2013	224720130923	PACIFIC GAS AND ELECTRIC	SERV TO 09/22/13 CS TRAINING TRAILER	\$26.63	\$26.63
151944	10/3/2013	9853363	UPS - UNITED PARCEL SERVICE	SHIPPING CHARGES W/E 09/07/13	\$17.81	\$17.81
151888	10/3/2013	20130916	BAY AREA CLEAN WATER AGENCIES	NUTRIENT TREATMENT TECHNOLOGY SYMPOSIUM REG: E. MCCORMICK	\$12.00	\$12.00

**Invoices:**

<b>Credit Memos :</b>	<b>2</b>	<b>-551.02</b>
<b>\$0 - \$1,000 :</b>	<b>195</b>	<b>59,756.27</b>
<b>\$1,000 - \$10,000 :</b>	<b>83</b>	<b>263,802.89</b>
<b>\$10,000 - \$100,000 :</b>	<b>18</b>	<b>475,956.93</b>
<b>Over \$100,000 :</b>	<b>8</b>	<b>1,676,595.02</b>
<b>Total:</b>	<b>306</b>	<b>2,474,560.09</b>

**Checks:**

<b>\$0 - \$1,000 :</b>	<b>114</b>	<b>48,274.75</b>
<b>\$1,000 - \$10,000 :</b>	<b>59</b>	<b>200,187.44</b>
<b>\$10,000 - \$100,000 :</b>	<b>16</b>	<b>549,502.88</b>
<b>Over \$100,000 :</b>	<b>6</b>	<b>1,676,595.02</b>
<b>Total:</b>	<b>195</b>	<b>2,474,560.09</b>



# Budget & Finance Committee

Tuesday  
10-08-13  
4:00 p.m.

---

**Type of meeting:** Budget & Finance Committee

**Attendees:** Pat Kite, Jennifer Toy, Rich Currie, Rich Cortes, Jesse Gill, Sami Ghossain

## ----- Agenda Topics -----

11. Alternate Compensation Program, FY 2013 Report
13. Reviewing and Approving Policy No. 2075, Revised Surplus Property Disposal  
General Manager's Expense Request
  - *General Manager's Expense Request*

## Other Information

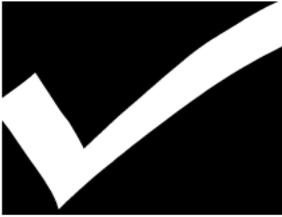
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**Special notes:**

P. Kite has confirmed.  
J. Toy has confirmed.

Rich Cortes, Jesse Gill, and Sami Ghossain have been notified.

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



# Construction Committee

Tuesday  
10-08-13  
4:30 p.m.

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**Type of meeting:** Construction Committee

**Attendees:** Manny Fernandez, Tom Handley, Rich Currie, Jesse Gill, Sami Ghossain

## ----- Agenda Topics -----

8. Resolution No. 2717, Accepting the Construction of the Cast Iron Lining Project Phase IV from Norcal Pipeline Services, Inc. and Authorizing the Attorney for the District to Record a Notice of Completion.
9. Authorizing the General Manager to Approve Contract Change Order No. 10 with D. W. Nicholson Corporation for the Cogeneration Project.
10. Resolution No. 2718, Dedicating and Pledging the Net Revenues for the Repayment of Any and All State Revolving Fund Financial Assistance on the Thickener Control Building Improvements Project

## Other Information

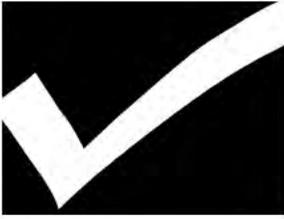
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**Special notes:**

M. Fernandez has confirmed.  
T. Handley has confirmed.

Jesse Gill and Sami Ghossain have been notified.

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



# Legislative Committee

Friday  
10-11-13  
5:00 p.m.

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**Type of meeting:** Legislative Committee

**Attendees:** Pat Kite, Anjali Lathi, Rich Currie

----- **Agenda Topics** -----

16. Legislative Update for October

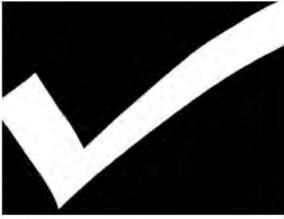
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**Other Information**

**Special notes:**

P. Kite has confirmed.  
A. Lathi has confirmed.

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



# Personnel Committee

Thursday

10-10-13

5:00 p.m.

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**Type of meeting:** Personnel Committee

**Attendees:** Manny Fernandez, Jennifer Toy, Rich Currie

----- **Agenda Topics** -----

12. Reviewing and Approving Board Policy 3030, Board Member Business Expense
14. Reviewing and Approving Board Policy 3070, Board Officers and Committee Membership

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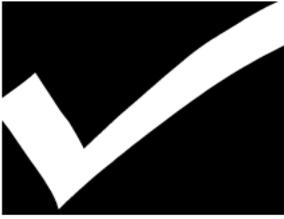
**Other Information**

**Special notes:**

M. Fernandez has confirmed.

J. Toy has confirmed.

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



# Legal/Community Affairs Committee

Thursday

10-10-13

4:30 p.m.

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**Type of meeting:** LCA Committee

**Attendees:** Anjali Lathi, Tom Handley, Rich Currie, David O'Hara, Dave Livingston

## ----- Agenda Topics -----

15. Annual Report to Union City, Fiscal Year 2013
23. Authorizing USD's EBDA Representative to Propose a Settlement Agreement Associated with Legal Action in Carter vs. EBDA

## Other Information

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### Special notes:

A. Lathi has confirmed.

T. Handley has confirmed.

Dave O'Hara and Dave Livingston have been notified.

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



**Directors**  
Manny Fernandez  
Tom Handley  
Pat Kite  
Anjali Lathi  
Jennifer Toy

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

David M. O'Hara  
*Attorney*

**DATE:** October 4, 2013

**MEMO TO:** Board of Directors - Union Sanitary District

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

**SUBJECT:** Agenda Item No. 23 - Meeting of October 14, 2013  
**AUTHORIZING USD'S EBDA REPRESENTATIVE TO  
PROPOSE A SETTLEMENT ASSOCIATED WITH LEGAL  
ACTION IN CARTER VS. EBDA**

### **Recommendation**

Approve the settlement arrangement proposed in Closed Session.

### **Background**

East Bay Dischargers Authority (EBDA) was named in a wrongful death suit along with several other parties. The incident involved a man who was killed on the railroad tracks in Fremont, just south east of Stevenson Boulevard, southwest of Cherry Street near the Fremont, Newark border. EBDA was named as Owner of the easement for the sewer forcemain which runs parallel to the Union Pacific Railroad tracks. CSRMA had defended EBDA and filed a motion to dismiss on their behalf.

In a mediation meeting held in July, EBDA was dismissed "with prejudice" from the case, in exchange for a waiver of costs and fees. EBDA has received a bill from CSRMA for \$16,240 to date with one more invoice anticipated.

In closed session, the Board will discuss the appropriate share that USD will pay as a member agency in EBDA and will reconvene in open session to authorize USD's representative to EBDA to offer a settlement proposal for distribution of costs among the EBDA member agencies.

Staff and legal counsel will provide additional information in closed session.

Lucas - 9/24/2013

## 'Flushable' wipes cause backups

Towelettes don't always break down as makers claim

By Carolyn Thompson  
*Associated Press*

BEMUS POINT, N.Y. — Increasingly popular bathroom wipes — pre-moistened towelettes that are often advertised as flushable — are being blamed for creating clogs and backups in sewer systems around the nation.

Wastewater authorities say wipes may go down the toilet, but even many labeled flushable aren't breaking down as they course through the sewer system. That's costing some municipalities millions of dollars to dispatch crews to unclog pipes and pumps and to replace and upgrade machinery.

The problem got so bad in this western New York community this summer that sewer officials set up

traps — basket strainers in sections of pipe leading to an oft-clogged pump — to figure out which households the wipes were coming from.

They mailed letters and then pleaded in person for residents to stop flushing them.

"We could walk right up, knock on the door and say, 'Listen, this problem is coming right from your house,'" said Tom Walsh, senior project coordinator at South & Center Chautauqua Lake Sewer Districts, which was dispatching crews at least once a week to clear a grinder pump that would seize up trying to shred the fibrous wipes.

The National Association of Clean Water Agencies, which represents 300 wastewater agencies, says it has been hearing complaints about wipes from sewer systems big and small for about the past four years.

That roughly coincides

with the ramped-up marketing of the "flushable cleansing cloths" as a cleaner, fresher option than dry toilet paper alone. A trade group says wipes are a \$6 billion-a-year industry, with sales of consumer wipes increasing nearly 5 percent a year since 2007 and expected to grow at a rate of 6 percent annually for the next five years.

One popular brand, Cottonelle, has a campaign called "Let's talk about your bum" and ads showing people trying to wash their hair with no water. It ends with the tagline: "You can't clean your hair without water, so why clean your bum that way?"

Vancouver, Wash., sewer officials say wipes labeled as flushable are a big part of a problem that has caused that city to spend more than \$1 million in the past five years replacing three large sewage pumps and eight smaller ones that were routinely clogging.

## DENTAL PRACTICES DEBATED IN BERKELEY

## Council defeats mercury disclosure measure

Less use of amalgam fillings encouraged in another proposal

By Judith Scherr  
Correspondent

BERKELEY — A measure that would have required dentists here to disclose the composition of fillings each time they are recommended went down to defeat just before midnight at Tuesday's City Council meeting.

Instead of the mandate proposed by Councilman Jesse Arreguin, the council voted 6-3, with Arreguin and Councilmen Max An-

derson and Kriss Worthington opposing, for a measure authored by council members Linda Maio and Laurie Capitelli to "encourage dentists practicing in Berkeley to consider limiting or transitioning away from the use of dental amalgam."

Dental amalgam is material, consisting of about 50 percent mercury, used to fill dental cavities. Mercury is used in fillings to bring together metals — silver, zinc, copper — in the form of a paste to fill a cavity; the mercury makes the filling material pliable and enables quick hardening, according to Dr. Hal Huggins, of Colorado Springs, Colo.

Mercury is a known toxin; the degree to which it is harmful in dental fillings is disputed.

"This is a very mild proposal," Berkeley resident Lynn Riordan said in urging the council to require disclosure of mercury in dental fillings as a precautionary measure. "It gives people information."

The question at the heart of the council debate, however, was not whether dental fillings containing mercury are toxic, but whether California law allows cities to write disclosure requirements.

The state Legislative Counsel Bureau weighed in

on the side of state control, writing: "It is our opinion that the resolution proposed by the city of Berkeley, which would require a dentist to obtain written informed consent before performing a dental amalgam filling procedure, would, if adopted, be pre-empted by Business and Professions Code section 460, and the Dental Practices Act."

Arreguin argued against that opinion, saying the city has the legal right to mandate disclosure and calling for an opinion by the attorney general. That request was incorporated in the adopted Maio-Capitelli ordinance.

Currently, the state requires that dentists show patients a dental fact sheet just one time. Arreguin's proposal — and that of the city's Health Commission — would have required that patients be shown the fact sheet, and sign a statement saying they had read it, every time they got a filling.

"If you sign up as a patient, and you get all this information, and you come in for fillings down the road, you're not going to remember getting that fact sheet," Arreguin said.

Most of the several dozen public speakers at the late-night discussion called for passage of Arreguin's pro-

posal. "Mercury is a toxin," said dentist James Rota. "It should not be in our mouths. It shouldn't be implanted in our teeth."

There were a number of people, however, who stood behind the Maio-Capitelli ordinance. Dr. Norma Solarz, a dentist practicing in Oakland, said the question of disclosure takes people off target. "The harm is untreated dental disease," she said.

Dr. Ariane Terlet, chief dental officer at La Clinica De La Raza, argued that the higher cost of alternatives to mercury fillings makes delivering dental services to the poor more difficult.

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ENVIRONMENTAL HEALTH

## Cilantro: More Than An Herb, It Can I Too

By Alexandra Sifferlin @acsifferlin   Sept. 12, 2013   2 Comments

The next time you find yourself facing some questionable drinking water, look for some cilantro.

At least that’s what a team of U.S. and Mexican researchers made up of undergraduate students suggest.

The research team, lead by Douglas Schauer of Ivy Tech Community College in Lafayette, IN, along with colleagues from the Universidad Politécnica de Francisco I. Madero in Hidalgo, Mexico, have been studying the region of Tule Valley near Mexico City to identify cheaper ways to filter water. Mexico City has long dumped its waste water in the valley, and the contaminated water is then used by regional farmers to irrigate crops. Once in the edible foods, heavy metals such as lead and nickel can make their way to consumers, where they can contribute to neurological and other health problems. “The organic toxins we can take care of pretty easily with a number of different methods, but the only way to really get rid of those heavy metals is to treat them with filtering agents like activated charcoal (like what’s found in a Brita filter), but those types of materials are kind of expensive,” says Schauer. “They



are a little expensive for us to use, but they are very expensive to the people living in the

**(MORE: Hazardous Haze)**

After testing various samples of plants from cacti to flowers, the researchers determined prevalent and powerful so-called bioabsorbant material in the area. Bioabsorption is the organic materials often found in plants, that when dried, could replace the charcoal current team suspects that the outer wall structure of the tiny cells that make up the plant are identical. Other plants, like dandelions and parsley may also provide similar bioabsorbant capabilities.

Schauer says ground-up cilantro can be inserted into a tube into which water is passed through the water to trickle out but absorbs metals, leaving cleaner drinking water. Dried cilantro bags that are placed in a pitcher of water for a few minutes to suck out the heavy metals. already have been done there, it takes minimal processing, and it's just a matter of them taking them out on a rock in the sun for a couple of days," says Schauer.

Because cilantro isn't an essential crop, using it as a purifier won't take away from people and the relative ease with which the plant grows also makes it a realistic option for cleaning water.

**(MORE: Pollution in Utero)**

So far, the researchers reported success in removing lead and nickel with their cilantro filter. well the herb can remove other heavy metals found in the Tule Valley water such as arsenic. "We are hoping we can look at how cilantro absorbs those metals, and see if those metals work if they come into contact with the biomass," says Schauer. "We need to look at mixtures of metals to see if it evenly pulls all the metals out."

How much cilantro would it take to effectively make contaminated water drinkable? Schauer says a pitcher will nearly cleanse a pitcher full of highly contaminated water of its lead content.

The researchers are presenting their findings at the national meeting of the American Chemical Society.

**SEE ALSO: The Big Surprise of Martin Luther King's Speech**









