

**MINUTES OF THE MEETING OF THE
BOARD OF DIRECTORS OF
UNION SANITARY DISTRICT
June 13, 2016**

CALL TO ORDER

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

PLEDGE OF ALLEGIANCE

ROLL CALL

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

STAFF: Paul Eldredge, General Manager
Karen Murphy, District Counsel
Armando Lopez, Treatment & Disposal Services Manager
Robert Simonich, Fabrication, Maintenance, and Construction Manager
Sami Ghossain, Technical Services Manager
Pamela Arends-King, Business Services Manager/CFO
James Schofield, Collection Services Manager
Regina McEvoy, Assistant to the General Manager/Board Secretary

APPROVAL OF THE MINUTES OF THE SPECIAL MEETING OF MAY 23, 2016

It was moved by Secretary Kite, seconded by Director Lathi, to approve the Minutes of the Special Meeting of May 23, 2016. Motion carried unanimously.

APPROVAL OF THE MINUTES OF THE MEETING OF MAY 23, 2016

It was moved by Vice President Handley, seconded by Director Fernandez, to approve the Minutes of the Meeting of May 23, 2016. Motion carried unanimously.

WRITTEN COMMUNICATIONS

Director Fernandez stated he received a letter from Senator Boxer's office forwarding a complaint regarding a requirement for a grease trap installation at a business within the District's service area.

ORAL COMMUNICATIONS

There were no oral communications.

CONSIDER RECLAIMED WATER ALTERNATIVES AND PROVIDE DIRECTION TO STAFF

This item was reviewed by the Legal/Community Affairs Committee. General Manager Eldredge stated staff previously presented an informational item regarding the same topic at the Board meeting held May 9, 2016. The District provided an item regarding a reclaimed water fill station for consideration by the Alameda County Water District (ACWD) Board, who declined to participate in such a project during the upcoming fiscal year by a 4-1 vote.

Treatment & Disposal Services Manager Lopez stated the ACWD Board rescinded its water shortage emergency ordinance and drought surcharges resolution at the meeting held June 9, 2016. He further stated the Legal/Community Affairs Committee asked whether ACWD approval would be required in order for the District to proceed with a reclaimed water fill station.

Director Lathi stated the Committee discussed suspending consideration of a reclaimed water project for a period of no less than eight months.

Vice President Handley inquired about the timeline should the District decide to begin working toward a fill station. General Manger Eldredge stated if engineering were to begin immediately, a fill station could be ready for use by the summer of 2017.

Treatment & Disposal Services Manager Lopez stated the Committee requested information regarding the status of existing reclaimed water programs at other agencies.

General Manager Eldredge stated Dublin San Ramon Services District (DSRSD) has been evaluating the level of interest for its two fill stations, and may consider reducing hours of operation.

It was moved by Secretary Kite, seconded by Director Lathi, to direct staff to prepare an informational report regarding the status of existing reclaimed water programs at other agencies, postpone consideration of reclaimed water options presented in the Board meeting packet, and to find out if the District would need approval from ACWD before proceeding with a reclaimed water project. Motion carried unanimously.

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AWARD THE CONSTRUCTION CONTRACT FOR THE PINE STREET EASEMENT IMPROVEMENTS PROJECT TO VALENTINE CORPORATION

This item was reviewed by the Construction Committee. Technical Services Manager Ghossain stated the District owns a 12-inch diameter sewer main that aerially crosses a small creek tributary to Mammoth Creek in southeastern Fremont. The Project will eliminate structural dependence for the aerial crossing on the eastern pier and strengthen the existing bridge span. West Yost completed design for the project, and the two initially received bids were rejected after they were found to be non-responsive. The Project was advertised for bids a second time and again received two bids. Valentine Corporation was the lowest responsive bidder with a total base bid amount of \$183,969. Staff recommended the Board waive the minor bid irregularities and award the construction contract, with the bid alternate, for the Pine Street Easement Improvements Project to Valentine Corporation in the amount of \$183,969, and authorize staff to issue the Notice of Award for the Project.

It was moved by Secretary Kite, seconded by Vice President Handley, to Award the Construction Contract for the Pine Street Easement Improvements Project to Valentine Corporation. Motion carried unanimously.

REVIEW AND APPROVE PROPOSED CHANGES TO POLICY NO. 3030, BOARDMEMBER BUSINESS EXPENSE

This item was reviewed by the Personnel Committee. Proposed changes to Policy No. 3030, Boardmember Business Expense, were initially presented at the regular meeting held May 9, 2016. The Board requested staff incorporate a number of additional edits to the Policy. Staff recommended the Board review and approve proposed changes to Board Policy 3030, Boardmember Business and Travel Expense.

It was moved by Secretary Kite, seconded by Director Lathi, to Approve Proposed Changes to Policy No. 3030, Boardmember Business Expense. Motion carried unanimously.

REVIEW AND APPROVE PROPOSED CHANGES TO BOARD COMMITTEES JOB DESCRIPTIONS/ROLE DEFINITIONS

This item was reviewed by the Personnel Committee. Board Secretary McEvoy stated staff reviewed and proposed edits to the Board Committees Job Descriptions/Role Definitions. The proposed edits included removal of items which would not require committee review, reassignment of items to more evenly distribute the frequency of committee meetings, and renaming the Construction Committee to the Engineering and Information Technology Committee. Staff recommended the Board approve proposed changes to Board Committees Job Descriptions/Role Definitions.

It was moved by Director Fernandez, seconded by Secretary Kite, to Approve Proposed Changes to Board Committees Job Descriptions/Role Definitions. Motion carried unanimously.

INFORMATION ITEMS:

Check Register

All questions were answered to the Board's satisfaction.

District Facilities Presentation

General Manager Eldredge stated a number of the District's facilities at the Alvarado Treatment Plant were in need of upgrades or modifications. As the District began evaluating these challenges through various studies and planning efforts, it became more apparent the issues were interrelated with the potential to significantly impact each other. Staff provided a presentation outlining the concept of developing a master plan to address the various needs of District facilities at the Alvarado treatment plant site.

Preliminary Operating and CIP Budgets for Fiscal Year 2017

This item was reviewed by the Budget & Finance Committee. Business Services Manager/CFO Arends-King stated the preliminary Operating and CIP Budgets for Fiscal Year 2017 reflect Board input and information presented at the Budget Workshop held April 27, 2016. Details regarding items changed and added to the budgets were outlined in the Board meeting packet. The final budgets will be presented for approval at the next regularly scheduled Board meeting.

Report on the East Bay Dischargers Authority (EBDA) Meeting of May 19, 2016

Vice President Handley stated there was a discussion at the recent EBDA Commission meeting regarding upcoming changes to its Board. Vice President Handley will attend his last Commission meeting as the District's representative in June before President Toy takes his place. President Toy, Vice President Handley, and General Manager Eldredge will meet to discuss the transition.

COMMITTEE MEETING REPORTS:

The Construction, Legislative, Legal/Community Affairs, and Personnel Committees met.

GENERAL MANAGER'S REPORT:

General Manager Eldredge reported the following:

- New population numbers were recently received, and the District now serves a 347,009 up from 343,499 last year.

OTHER BUSINESS:

There was no other business.

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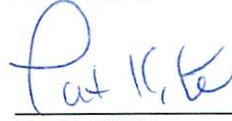
ADJOURNMENT:

The meeting was adjourned at 7:45 p.m. to the next scheduled Regular Board Meeting to be held in the Boardroom on Monday, June 27, 2016, at 7:00 p.m.

SUBMITTED:


REGINA McEVOY
SECRETARY TO THE BOARD

ATTEST:


PAT KITE
SECRETARY

APPROVED:


JENNIFER TOY
PRESIDENT

Adopted this 27th day of June, 2016