

**MINUTES OF THE MEETING OF THE
BOARD OF DIRECTORS OF
UNION SANITARY DISTRICT
August 14, 2017**

CALL TO ORDER

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

PLEDGE OF ALLEGIANCE

ROLL CALL

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

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

VISITOR: Alice Johnson, League of Women Voters

APPROVAL OF THE MINUTES OF THE SPECIAL MEETING OF JULY 11, 2017

It was moved by Vice President Lathi, seconded by Director Toy, to approve the Minutes of the Special Meeting of July 11, 2017. Motion carried unanimously.

APPROVAL OF THE MINUTES OF THE MEETING OF JULY 24, 2017

It was moved by Director Toy, seconded by Secretary Fernandez to approve the Minutes of the Meeting of July 24, 2017. Motion carried unanimously.

WRITTEN COMMUNICATIONS

There were no written communications.

ORAL COMMUNICATIONS

There were no oral communications.

FORCE MAIN RELOCATION AT THE TORIAN PROPERTY DEVELOPMENT IN NEWARK A) INFORMATIONAL UPDATE B) CONSIDER A RESOLUTION TO APPROVE PIPELINE RELOCATION AGREEMENT WITH WILLIAM LYON HOMES

This item was pulled from the agenda due to concerns expressed by the City of Newark and FMC Corporation after the August 14, 2017, Board meeting packet was published.

INFORMATION ITEMS:

June 2017 Monthly Financial Reports

This item was reviewed by the Budget & Finance Committee. Business Services Coach Brenner provided an overview of the June 30, 2017, Budget and Finance Report, and stated the District's emergency fund had been fully funded.

Director Handley inquired about increasing the District's emergency fund. General Manager Eldredge stated staff will present options to the Board at a future meeting.

Board Expenditures for the 4th Quarter of Fiscal Year 2017

This item was reviewed by the Budget & Finance Committee. Business Services Coach Brenner stated staff will include only the travel and training expenditure summary report in the future per previous Board direction.

Report on the East Bay Dischargers Authority (EBDA) Meeting of July 20, 2017

Director Toy provided an overview of the EBDA meeting minutes included in the Board meeting packet.

Cal-Card Quarterly Activity Report

This item was reviewed by the Budget & Finance Committee. Business Services Coach Brenner stated the CAL-Card Merchant Spend Analysis, included in the Board meeting packet, covers transactions from the 4th quarter of Fiscal Year 2017. There were 333 transactions totaling \$93,820.64 between April 23 and June 22, 2017. Business Services Coach Brenner stated the CAL-Card report is prepared and sent to the District, and staff are exploring options for providing the additional detail for a section of the transactions as requested by the Board at the regular meeting held May 8, 2017.

Check Register

All questions were answered to the Board's satisfaction.

Review and Provide Feedback on USD Video and Virtual Plant Tour

General Manager Eldredge played the video for the Board and requested feedback. The Board provided comments to staff regarding the video.

Alice Johnson stated the narration and video footage was fast and could be hard to follow, and suggested the video include a reference to "the 4 p's" that are the only things that should be flushed.

General Manager Eldredge, summarizing Board comments, stated staff will contact the video production company to obtain a quote for slowing down the narration and video speed, creating slower transitions between scenes, adding a short explanatory cartoon

at the beginning of the video, adding a reference to the "4 p's", and adding a FOG component.

COMMITTEE MEETING REPORTS:

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

GENERAL MANAGER'S REPORT:

General Manager Eldredge reported the following:

- The Business Services Manager/Certified Financial Officer recruitment was opened and is scheduled to close September 8, 2017
- The Strategic Planning Board Workshop will be held in the Boardroom on Tuesday, August 15, 2017, at 6:00 p.m.
- General Manager Eldredge, Technical Services Manager Ghossain, and Communications and Intergovernmental Relations Coordinator Powell will be attending the California Association of Sanitation Agencies Annual Conference the week of August 21, and will be participating in committee meetings via conference.

OTHER BUSINESS

There was no other business.

ADJOURNMENT:

The meeting was adjourned at 7:58 p.m. to the Special Meeting Board Workshop in the Boardroom on Tuesday, August 15, 2017, at 6:00 p.m.

The Board will then adjourn to the next Regular Board Meeting in the Boardroom on Monday, August 28, 2017, at 7:00 p.m.

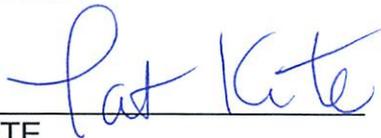
SUBMITTED:


REGINA McEVOY
BOARD CLERK

ATTEST:


MANNY FERNANDEZ
SECRETARY

APPROVED:


PAT KITE
PRESIDENT

Adopted this 28th day of August 2017

