

**MINUTES OF THE MEETING OF THE
BOARD OF DIRECTORS OF
UNION SANITARY DISTRICT
April 23, 2018**

CALL TO ORDER

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

PLEDGE OF ALLEGIANCE

ROLL CALL

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

STAFF: Paul Eldredge, General Manager
Karen Murphy, District Counsel
Sami Ghossain, Technical Services Manager
Armando Lopez, Treatment and Disposal Services Manager
Robert Simonich, Fabrication, Maintenance, and Construction Manager
Laurie Brenner, Business Services Coach
Doug Dattawalker, Environmental Compliance Outreach Representative
Regina McEvoy, Executive Assistant to the General Manager/Board Clerk

VISITORS: Alice Johnson, League of Women Voters
Roelle Balan, Tri-City Voice Newspaper
Rich Curry

APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF APRIL 9, 2018

It was moved by Director Toy, seconded by Secretary Fernandez, to approve the Minutes of the Regular Meeting of April 9, 2018. Motion carried unanimously.

MARCH 2018 MONTHLY OPERATIONS REPORT

General Manager Eldredge provided details regarding two odor reports, and an overview of the March 2018 Monthly Operations Report included in the Board meeting packet. Business Services Coach Brenner provided an overview of the March 2018 financial reports.

WRITTEN COMMUNICATIONS

The Board received a letter from former USD Director Lindsay Roberts sending her regrets that she would not be able to attend the Centennial Open House.

ORAL COMMUNICATIONS

Retired Union Sanitary District General Manager Rich Curry reflected on his career at USD, and congratulated the District on celebrating 100 years of service.

SELECT BOARD MEMBERS TO REPRESENT UNION SANITARY DISTRICT ON EXTERNAL COMMITTEES FOR FISCAL YEAR 2019

General Manager Eldredge stated Policy No. 3070 calls for the Board to annually select representatives and alternates for the four following External Committees: Alameda County Water District Financing Authority, East Bay Dischargers Authority Commission, Alameda County California Special District Association, and Southern Alameda County Geographic Information System. Current Board representatives and alternates for external committees and a table showing Boardmember preferences for external committee assignments were included in the Board meeting packet. Staff recommended the Board select members to serve the FY19 term as USD representatives on the Alameda County Water District Finance Authority, East Bay Dischargers Authority Commission, Alameda County Chapter of the California Special District Association, and the Southern Alameda County Geographic Information System Joint Powers Authority.

It was moved by Director Handley, seconded by Vice President Lathi, to Accept the Following External Committee Assignments for Fiscal Year 2019:

Organization	Representative	Alternate
Alameda County Water District Financing Authority (ACW DFA)	Anjali Lathi	Jennifer Toy
East Bay Dischargers Authority (EBDA) Commission	Tom Handley	Jennifer Toy
Alameda County Special Districts Association (ACSDA)	Pat Kite	Manny Fernandez
Southern Alameda County Geographic Information System (SACGIS)	Manny Fernandez	Jennifer Toy

Motion carried unanimously.

BOARD MEMBER COMPENSATION FOR FISCAL YEAR 2019

This item was reviewed by the Budget & Finance Committee. General Manager Eldredge stated the Board adopted Ordinance 44 in 2000 which stated that on January 1 of each year Boardmember compensation would be increased by the amount of increase for classified employees' wages for the year. The Ordinance also provided for the Board to review the compensation prior to it going into effect on January 1. In March of 2018, the Board reviewed and revised Ordinance 44 and Board Policy 3040 to modify the effective date of any increase in Boardmember compensation from January 1 to July 1 to correspond with the District's fiscal year budget cycle. Boardmembers have voted not to increase their meeting stipend since 2003. Staff recommended the Budget & Finance Committee present their recommendation to the Board for consideration.

The Budget & Finance Committee recommended the Board make no changes to its compensation for Fiscal Year 2019.

General Manager Eldredge asked if the Board would like to make any changes to the Board Compensation Survey included in the Board meeting packet. Vice President Lathi requested a review of the agencies included in the survey. The Board agreed by consensus to review the survey at a Board workshop to be scheduled at the end of 2018 or the early part of 2019.

It was moved by Directory Toy, seconded by Secretary Fernandez, to Make No Changes to Board Compensation for Fiscal Year 2019. Motion carried unanimously.

REVIEW AND CONSIDER APPROVAL OF USD VIDEO AND VIRTUAL PLANT TOUR

Environmental Compliance Outreach Representative Dattawalker stated staff developed a video showcasing USD and the treatment plant that is also intended to be used as a virtual tour of the plant. Drafts of the video were presented at the Board meetings held August 14, 2017, September 25, 2017, and November 13, 2017. At the November 13 meeting, the Board requested the volume of the background music be reduced and animation be added to show which stages of treatment were covered in the virtual tour. The changes requested by the Board were incorporated into the final video reviewed by the Board. Staff recommended the Board consider approval of the USD Video and Virtual Plant Tour.

It was moved by Secretary Fernandez, seconded by Director Toy, to Approve the USD Video and Virtual Plant Tour. Motion carried unanimously.

INFORMATION ITEMS:

Cal-Card Quarterly Activity Report

This item was reviewed by the Budget & Finance Committee. Business Services Coach Brenner stated the Fiscal Year 2018 Third Quarter CAL-Card Merchant Spend Analysis includes transactions from the period of January 23, 2018 through March 22, 2018.

Director Handley stated there was a discussion at the Budget & Finance Committee meeting regarding internal controls for Amazon purchases. Business Services Coach Brenner provided an overview of the ordering and approval process for District employees. General Manager Eldredge stated that, one quarter each year, staff will attach a written summary of internal controls to the CAL-Card Quarterly Merchant Activity Report.

Board Expenses for the 3rd Quarter of Fiscal Year 2018

This item was reviewed by the Budget & Finance Committee. There were no comments or questions.

Check Register

There were no comments or questions regarding the check register included in the Board meeting packet.

COMMITTEE MEETING REPORTS:

The Legal/Community Affairs Committee met. The Budget & Finance Committee meeting was canceled, and individual briefings were held with Directors.

GENERAL MANAGER'S REPORT:

General Manager Eldredge reported the following:

- General Manager Eldredge attended the Alameda County Water District (ACWD) groundbreaking ceremony for the Rubber Dam No. 3 Fishway Construction.
- The ACWD Board presented a plaque in recognition of USD's Centennial to Director Handley and Director Lathi at its meeting held April 10, 2018.
- General Manager Eldredge reviewed the EBDA transport pipeline inspection and condition assessment that was presented at the April 19, 2018, EBDA Commission meeting.

OTHER BUSINESS:

Vice President Lathi stated she attended the April 10, 2018, ACWD Board meeting, and stated she enjoyed the oral history presented by ACWD Director Sethy.

Directory Handley stated he attended the April 10, 2018, ACWD Board meeting.

President Kite stated she will attend the Oro Loma Sanitary District Open House to be held May 5, 2018.

ADJOURNMENT:

The meeting was adjourned at 8:00 p.m. to a Special Meeting in the Alvarado Conference Room on Thursday, April 26, 2018, at 6:00 p.m.

The Board will then adjourn to the next Board Meeting in the Boardroom on Monday, May 14, 2018, at 7:00 p.m.

SUBMITTED:

ATTEST:

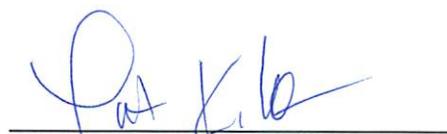


REGINA McEVOY
BOARD CLERK



MANNY FERNANDEZ
SECRETARY

APPROVED:



PAT KITE
PRESIDENT

Adopted this 14th day of May 2018