



**BOARD MEETING AGENDA**  
**Monday, August 22, 2016**  
**Regular Meeting - 7:00 P.M.**

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

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

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

Karen W. Murphy  
*Attorney*

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. Approve Minutes of the Meeting of August 8, 2016.

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5. Monthly Operations Report *(to be reviewed by the Budget & Finance and Legal/Community Affairs Committees)*.
  - a. July 2016 Monthly Odor Report & Financial Reports.
  - b. Annual Performance Report for District-Wide Balanced Scorecard Measures.
  - c. Balanced Scorecard for the Business Services Workgroup.

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6. Written Communications.

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7. 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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- Motion 8. Authorize the General Manager to Execute Task Order No. 4 with West Yost Associates to Provide Engineering Services During Construction of the Chemical Tanks and Piping Replacement Project *(to be reviewed by the Engineering and Information Technology Committee)*.

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- Information 9. Check Register.

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- Information 10. Participation with the City of Newark and City of Union City Hazardous Mitigation Plan *(to be reviewed by the Legal/Community Affairs Committee)*.

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- Information 11. Legislative Update on Regional, State, and National Issues of Interest to the Board *(to be reviewed by the Legislative Committee)*.

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- Information 12. Status Report on Computer Purchase and Student Loan Program *(to be reviewed by the Budget & Finance Committee)*.
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- Information 13. Status of Priority 1 Capital Improvement Program Projects *(to be reviewed by the Engineering and Information Technology Committee)*
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- Information 14. Fourth Quarterly Report on the Capital Improvement Program for FY 16 *(to be reviewed by the Engineering and Information Technology Committee)*.
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- Information 15. Committee Meeting Reports. *(No Board action is taken at Committee meetings):*
- a. Legal/Community Affairs Committee – Wednesday, August 17, 2016, at 10:30 a.m.
    - Director Handley and Director Lathi
  - b. Budget & Finance Committee – Thursday, August 18, 2016, at 12:30 p.m.
    - Director Toy and Director Fernandez
  - c. Legislative Committee – Thursday, August 18, 2016, at 4:30 p.m.
    - Director Kite and Director Fernandez
  - d. Engineering and Information Technology Committee – Friday, August 19, 2016, at 9:30 a.m.
    - Director Toy and Director Fernandez
  - e. Personnel Committee – will not meet.
  - f. Ad Hoc Subcommittee for Communications Strategy.
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- Information 16. General Manager’s Report. *(Information on recent issues of interest to the Board)*.
- 
17. Other Business:
- a. Comments and questions. *Directors can share information relating to District business and are welcome to request information from staff.*
  - b. Scheduling matters for future consideration.
- 
18. Adjournment – The Board will adjourn to the next Regular Meeting in the Boardroom on Monday, September 12, 2016, at 7:00 p.m.

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 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 calendared. Oral comments are limited to three minutes per individual, 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 of the agenda item.

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

THE PUBLIC IS INVITED TO ATTEND



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

**LEGAL/COMMUNITY AFFAIRS COMMITTEE MEETING**  
Committee Members: Director Handley and Director Lathi

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

**AGENDA**  
**Wednesday, August 17, 2016**  
**10:30 A.M.**

Karen W. Murphy  
*Attorney*

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

1. Call to Order

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2. Roll Call

---
3. Public Comment

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4. Items to be reviewed for the Board meeting of August 22, 2016:
  - July 2016 Odor Report
  - Annual Performance Report for District-Wide Balanced Scorecard Measures
  - Balanced Scorecard for the Business Services Workgroup
  - Participation with the City of Newark and City of Union City Hazardous Mitigation Plan

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5. Adjournment

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

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THE PUBLIC IS INVITED TO ATTEND



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

**BUDGET & FINANCE COMMITTEE MEETING**  
Committee Members: Director Toy and Director Fernandez

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

**AGENDA**  
**Thursday, August 18, 2016**  
**12:30 P.M.**

Karen W. Murphy  
*Attorney*

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

1. Call to Order

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2. Roll Call

---
3. Public Comment

---
4. Items to be reviewed for the Board meeting of August 22, 2016:
  - July 2016 Financial Reports
  - Status Report on Computer Purchase and Student Loan Program

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5. Adjournment

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THE PUBLIC IS INVITED TO ATTEND



**REVISED**

**Directors**

Manny Fernandez  
Tom Handley  
Pat Kite  
Anjali Lathi  
Jennifer Toy

**LEGISLATIVE COMMITTEE MEETING**

Committee Members: Director Kite and Director Fernandez

**Officers**

Paul R. Eldredge  
*General Manager/  
District Engineer*  
  
Karen W. Murphy  
*Attorney*

**AGENDA**

**Thursday, August 18, 2016  
4:30 P.M.**

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

**THIS MEETING WILL BE TELECONFERENCED WITH DIRECTOR KITE FROM THE EXTERIOR OF  
35040 NEWARK BOULEVARD, NEWARK, CALIFORNIA.  
THE TELECONFERENCE LOCATION SHALL BE ACCESSIBLE TO THE PUBLIC.**

1. Call to Order

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2. Roll Call

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3. Public Comment

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4. Items to be reviewed for the Board meeting of August 22, 2016:
  - Legislative Update on Regional, State, and National Issues of Interest to the Board

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5. Adjournment

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THE PUBLIC IS INVITED TO ATTEND



**REVISED**

**Directors**

Manny Fernandez  
Tom Handley  
Pat Kite  
Anjali Lathi  
Jennifer Toy

**ENGINEERING & INFORMATION TECHNOLOGY**

**COMMITTEE MEETING**

Committee Members: ~~Director Kite and~~ Director Toy and  
Director Fernandez

**Officers**

Paul R. Eldredge  
*General Manager/  
District Engineer*

**AGENDA**

**Friday, August 19, 2016  
9:30 A.M.**

Karen W. Murphy  
*Attorney*

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

1. Call to Order

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2. Roll Call

---
3. Public Comment

---
4. Items to be reviewed for the Board meeting of August 22, 2016:
  - Authorize the General Manager to Execute Task Order No. 4 with West Yost Associates to Provide Engineering Services during Construction of the Chemical Tanks and Piping Replacement Project
  - Status of Priority 1 Capital Improvement Program Projects
  - Fourth Quarterly Report on the Capital Improvement Program for FY 16

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5. Adjournment

---

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**THE PUBLIC IS INVITED TO ATTEND**

**MINUTES OF THE MEETING OF THE  
BOARD OF DIRECTORS OF  
UNION SANITARY DISTRICT  
August 8, 2016**

**CALL TO ORDER**

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

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

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

STAFF: Paul Eldredge, General Manager  
Karen Murphy, District Counsel  
Robert Simonich, Fabrication, Maintenance, and Construction Manager  
Sami Ghossain, Technical Services Manager  
James Schofield, Collection Services Manager  
Armando Lopez, Treatment and Disposal Services Manager  
Karoline Terrazas, Training and Emergency Response Programs Manager  
Mohammad Ghoury, Engineering Technician II  
Regina McEvoy, Assistant to the General Manager/Board Secretary

VISITOR: Alice Johnson, League of Women Voters

**APPROVAL OF THE MINUTES OF THE MEETING OF JULY 25, 2016**

It was moved by Vice President Kite, seconded by Director Fernandez, to approve the Minutes of the Meeting of July 25, 2016. Motion carried unanimously.

**APPROVAL OF THE MINUTES OF THE SPECIAL MEETING OF AUGUST 1, 2016**

It was moved by Secretary Lathi, seconded by Director Toy, to approve the Minutes of the Special Meeting of August 1, 2016. Motion carried unanimously.

**WRITTEN COMMUNICATIONS**

There were no written communications.

## **ORAL COMMUNICATIONS**

There were no oral communications.

## **AWARD THE CONSTRUCTION CONTRACT FOR THE CHEMICAL TANKS AND PIPING REPLACEMENT PROJECT TO D.W. NICHOLSON**

This item was reviewed by the Engineering and Information Technology Committee. Technical Services Manager Ghossain stated the Project will include replacement of four existing high density polyethylene (HDPE) tanks located at the Odor Control Building, replacement of four chemical metering pumps, and replacement of existing polyvinyl chloride (PVC) piping with an HDPE pipe system. The Engineer's Estimate for the Project was \$2,200,000. D.W. Nicholson Corporation submitted the lowest bid of \$2,101,633, and there were no bid protests received. The contractor will have 426 calendar days to complete the Project from Notice to Proceed, with an estimated substantial completion date in November 2017. Staff recommended the Board award the construction contract for the Chemical Tanks and Piping Replacement Project to D.W. Nicholson Corporation, including Bid Alternates A and B, in the amount of \$2,101,633.

It was moved by Vice President Kite, seconded by Director Fernandez, to Award the Construction Contract for the Chemical Tanks and Piping Replacement Project to D.W. Nicholson. Motion carried unanimously.

## **CONSIDER A RESOLUTION TO ACCEPT A SANITARY SEWER EASEMENT FOR TRACT 8165 – BIRCH STREET EQUINOX, LOCATED ALONG BIRCH STREET BETWEEN JACARANDA DRIVE AND PEPPER TREE COURT IN THE CITY OF NEWARK**

This item was reviewed by the Legal/Community Affairs Committee. Technical Services Manager Ghossain stated Continental Residential, Inc. will construct a small residential tract in Newark. Sewer service to the tract will be provided by a new 8-inch main in Allium Place that will connect to an existing 8-inch main in Birch Street. Allium Place does not meet City of Newark street requirements, and has been designated as a private street. Continental Residential, Inc. constructed the new sewer main and granted the District a sanitary sewer easement to provide access, maintenance, and service. Staff recommended the Board adopt a resolution accepting the sanitary sewer easement for tract 8165 – Birch Street Equinox located along Birch Street between Jacaranda Drive and Pepper Tree Court in the City of Newark.

It was moved by Secretary Lathi, seconded by Director Toy, to Adopt Resolution No. 2786 Accepting a Sanitary Sewer Easement for Tract 8165 – Birch Street Equinox Located along Birch Street between Jacaranda Drive and Pepper Tree Court in the City of Newark, California. Motion carried unanimously.

**INFORMATION ITEMS:**

**Check Register**

All questions were answered to the Board's satisfaction.

**Video Presentation to the Board**

Communications and Intergovernmental Relations Coordinator Powell stated the District will receive the 2016 Award of Organizational Excellence in recognition of the USD Leadership School program. District staff will accept the award during the California Association of Sanitation Agencies conference.

**Report on the East Bay Dischargers Authority Meeting of July 21, 2016**

Director Toy reviewed the Authority minutes included in the Board meeting packet.

**COMMITTEE MEETING REPORTS:**

The Engineering and Information Technology and Legal/Community Affairs Committees met.

**GENERAL MANAGER'S REPORT:**

General Manager Eldredge reported the following:

- Introduced Karoline Terrazas as the District's new Training and Emergency Response Programs Manager.
- The District will host the California Water Environment Association (CWEA) Collection System Technologies Vendor Fair from 9:00 a.m. – 2:00 p.m. on Thursday, September 15, 2016.
- Several District staff members and two Directors will attend the California Association of Sanitation Agencies (CASA) conference in Monterey, August 10-12, 2016.

**OTHER BUSINESS:**

There was no other business.

**ADJOURNMENT:**

The meeting was adjourned at 7:25 p.m. to the Website Feedback Board Workshop to be held in the Mission Conference Room on Tuesday, August 16, 2016, at 5:00 p.m.

The Board will then adjourn to the next scheduled Regular Board Meeting to be held in the Boardroom on Monday, August 22, 2016, at 7:00 p.m.

SUBMITTED:

ATTEST:

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REGINA McEVOY  
BOARD SECRETARY

ANJALI LATHI  
SECRETARY

APPROVED:

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TOM HANDLEY  
PRESIDENT

Adopted this 22<sup>nd</sup> day of August, 2016



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

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

Karen W. Murphy  
*Attorney*

**DATE:** August 16, 2016

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

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

**SUBJECT:** Agenda Item No. 5.a - Meeting of August 22, 2016  
Information Item: **July 2016 Monthly Odor Report and Financial Reports**

### **Background**

Attached are Monthly Operations Reports for July 2016. Staff is available to answer questions regarding information contained in the report.

### **Work Group Managers**

General Manager/Administration	Paul Eldredge	GM
Business Services	Pamela Arends-King	BS
Collection Services	James Schofield	CS
Technical Support	Sami Ghossain	TS
Treatment and Disposal Services	Armando Lopez	T&D
Fabrication, Maintenance, and Construction	Robert Simonich	FMC

### **ODOR COMPLAINTS:**

There was one odor complaint received during the month of July 2016. The complaint was received from a Union City resident on Mackinaw Street. Staff have continued working with this same resident over the past several months to address his concerns.

### **SAFETY:**

- In July we had one injury that included lost time. An employee stepped off a curb and twisted his ankle. After staying off of it for a couple days he has returned to full duty work.
- There were three incidents where employees declined medical treatment. Two employees had a broken strand of a cable poke through their gloves and cause a minor injury to their finger. The third incident was an employee miss-judged his footing on a ladder and fell to the ground from the bottom step.

- We still have one employee on modified duty from his injury in February.
- We had a vehicle accident where a USD vehicle was hit in an intersection. There was minor damage to both vehicles. The USD vehicle was already scheduled to be replaced next month.
- With our new Training Program Manager we are getting caught up on our safety training.
- There are plant shutdowns being planned for many of the projects. Employees are meeting and making plans to ensure the safety of this work.

**STAFFING & PERSONNEL:**

**Completed Recruitments:**

- Plant Operator III – Bruce Gallego started on July 25, 2016

**Recruitments Opened:**

- Business Services Coach opened July 6, 2016

**Other Accomplishments:**

- 2016/17 Compensation Survey for Unclassified Employees completed
- Revised Unclassified Evaluation Forms completed and sent to all Coaches/WGM's

**G.M. ACTIVITIES:** For the month of July, the GM was involved in the following:

- Participated in the Board Closed Session held July 12, 2016
- Attended the Newark Rotary meeting with presentation provided by Environmental Compliance staff
- Attended the Oro Loma Levy Tour held July 29, 2016
- Conducted meetings with individual Boardmembers

Attachments: Odor Report and Map  
Hours Worked and Leave Time by Work Group  
Financial Reports



## ODOR REPORT July 2016

During the recording period from July 01, 2016 through July 31, 2016, there was one odor related service request received by the District.

### **City: Union City**

#### **1. Complaint Details:**

*Date:* 7/9/2016

*Location:* MACKINAW ST

*Wind (from):* West

*Temperature:* 60 Degrees F

*Time:* 8:25 pm

*Reported By:* Sam Dua

*Wind Speed:* 10 mph mph

*Weather:* Clear

#### ***Response and Follow-up:***

Plant Operator performed odor investigation and detected strong odors coming from the salt ponds. Operator provided a tour to the resident. Resident indicated the odor in his neighborhood smelled like the area of the secondaries. Operator investigated around the customer's residence and detected an odor which was a combination of the salt ponds and the secondaries.



**Legend**

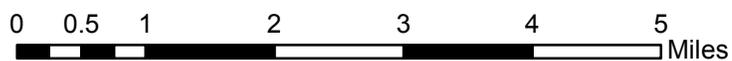
**Odor Complaints: July 2016**

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

**Odor Complaints: Aug. 2015 to June 2016**

- ★ Odor found, USD resolved (13)
- Odor found, not related to USD (6)
- ▲ No odor found (12)

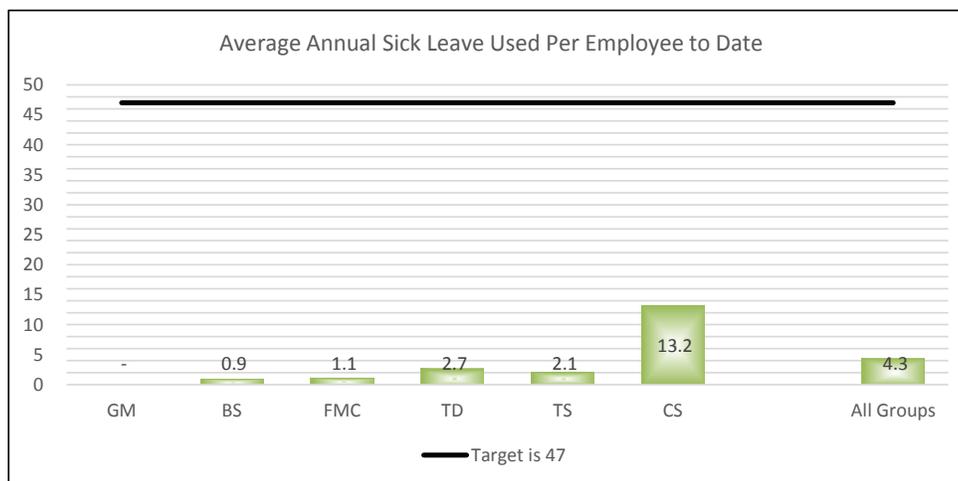
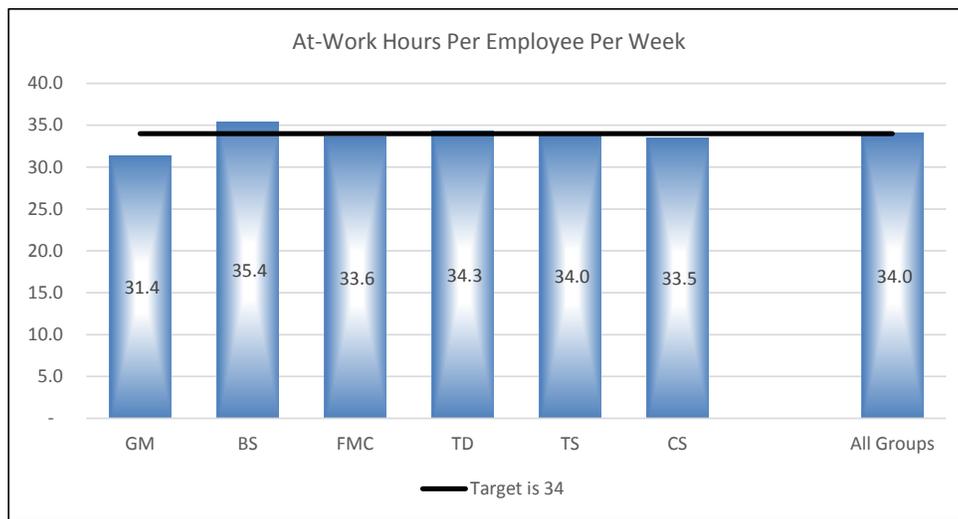
**Location of Odor Reports  
August 2015 to July 2016**



## HOURS WORKED AND LEAVE TIME BY WORK GROUP

June 30, 2016 through July 27, 2016

Weeks to Date: 4 out of 52 (7.7%)



### NOTES

- (1) Regular hours does not include hours worked by part-time or temporary employees.
- (2) Overtime hours includes call outs.
- (3) Discretionary Leave includes Vacation, HEC, Holiday, MAL, FLEX, Funeral, Jury Duty, Military, OT Banked Use, Paid Admin., SLIP, VRIP, Holiday Banked Use leaves.
- (4) Sick Leave includes sick and catastrophic sick leaves as well as protected time off, of which the District has no discretion.

An employee using 15 vacation, 11 holiday, 2 HEC, and 5 sick days will work an average of 34.9 hours per week over the course of a year; with 20 vacation days, 34.2 hours per week.

**HOURS WORKED AND LEAVE TIME BY WORK GROUP**

June 30, 2016 through July 27, 2016

Weeks to Date: 4 out of 52 (7.7%)

Group	Average Number of Employees	AT-WORK HOURS		At-Work Hours Per Employee Per Week	LEAVE HOURS				Average Annual Sick Leave Used Per Employee To Date	FY16		
		Regular (1)	Overtime (2)		Discretionary (3)	Short Term Disability	Workers Comp	Sick (4)		Average Number of Employees	At-Work Hours Per Week Per Employee	Annual Sick Leave Used
GM	2	236.00	6.25	31.4	84.00	-	-	-	0.0	2	36.1	40.6
BS	22	3,002.25	-	35.4	497.00	-	-	20.75	0.9	22	35.1	21.4
FMC	23	2,899.83	83.33	33.6	699.17	-	55.00	25.00	1.1	22	35.3	52.4
TD	25	3,199.00	107.83	34.3	753.50	-	-	67.50	2.7	25	35.4	49.9
TS	34	4,451.98	1.08	34.0	675.35	-	-	72.67	2.1	32	34.6	40.8
CS	31	3,716.75	286.75	33.5	742.77	90.99	-	409.99	13.2	31	35.1	55.0
<b>All Groups</b>	<b>137</b>	<b>17,505.81</b>	<b>485.24</b>	<b>34.0</b>	<b>3,451.79</b>	<b>90.99</b>	<b>55.00</b>	<b>595.91</b>	<b>4.3</b>	<b>134</b>	<b>35.1</b>	<b>44.5</b>

**SICK LEAVE INCENTIVE PROGRAM TARGETS**

**≥34**

**≤47**

The Sick Leave Incentive Program target goals are 47 or less hours of sick leave per employee annually, and 34 or more hours of at-work time per week per employee.

**NOTES**

(1) Regular hours does not include hours worked by part-time or temporary employees.

(2) Overtime hours includes call outs.

(3) Discretionary Leave includes Vacation, HEC, Holiday, MAL, FLEX, Funeral, Jury Duty, Military, OT Banked Use, Paid Admin., SLIP, VRIP, Holiday Banked Use leaves.

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**BUDGET AND FINANCE REPORT**

FY 2017

**Year-to-date as of 7/31/16**

8% of year elapsed

**Revenues**

	<b>Budget</b>	<b>Actual</b>	<b>% of Budget Rec'd</b>	<b>Unaudited Last Year Actuals 6/30/16</b>
Capacity Fees	\$8,935,000	\$594,796	7%	\$7,233,337
Sewer Service Charges	50,404,690	326	0%	50,110,962
Operating	1,355,000	33,040	2%	1,233,675
Interest	475,500	50,949	11%	502,975
Misc. (incl. LAVWMA pymnt, solar, Cogen rebates)	505,000	26,953	5%	408,913
<b>Subtotal Revenues</b>	<b>\$61,675,190</b>	<b>\$706,065</b>	<b>1%</b>	<b>\$59,489,862</b>
SRF Loan Proceeds (Thickener)	2,800,000	438,306	16%	3,385,590
<b>Total Revenues + SRF Proceeds</b>	<b>\$64,475,190</b>	<b>\$1,144,371</b>	<b>2%</b>	<b>\$62,875,452</b>

**Expenses**

	<b>Budget</b>	<b>Actual</b>	<b>% of Budget Used</b>	<b>Last Year Actuals</b>
Capital Improvement Prog.				
Capacity Projects	\$4,342,500	\$2,378	0%	\$3,009,426
Renewal & Repl. Projects	10,327,500	0	0%	8,494,486
Operating	34,534,533	2,223,264	6%	31,895,499
Special Projects	2,132,098	19,572	1%	707,526
Retiree Medical (Annual Required Contribution)	583,771	0	0%	561,205
Vehicle & Equipment	662,220	0	0%	341,967
Information Systems	1,232,100	19,587	2%	854,511
Plant & Pump Station R&R	250,000	0	0%	272,479
Emergency Fund (Sinkhole)	0	0	0%	2,208,595
Pretreatment Fund	7,000	0	0%	29,249
County Fee for Sewer Service Charge Admin.	106,000	0	0%	105,866
Debt Servicing:				
SRF Loans (Irv., Wilw, LHH, Cdr, NPS, Sub1, Boyc, Prim Cl)	3,127,110	411,064	13%	3,127,110
<b>Total Expenses</b>	<b>\$57,304,832</b>	<b>\$2,675,865</b>	<b>5%</b>	<b>\$51,607,919</b>
<b>Total Revenue &amp; Proceeds less Expenses</b>	<b>\$7,170,358</b>	<b>(\$1,531,494)</b>		<b>\$11,267,533</b>

**Gross Operating Expenses by Work Group**

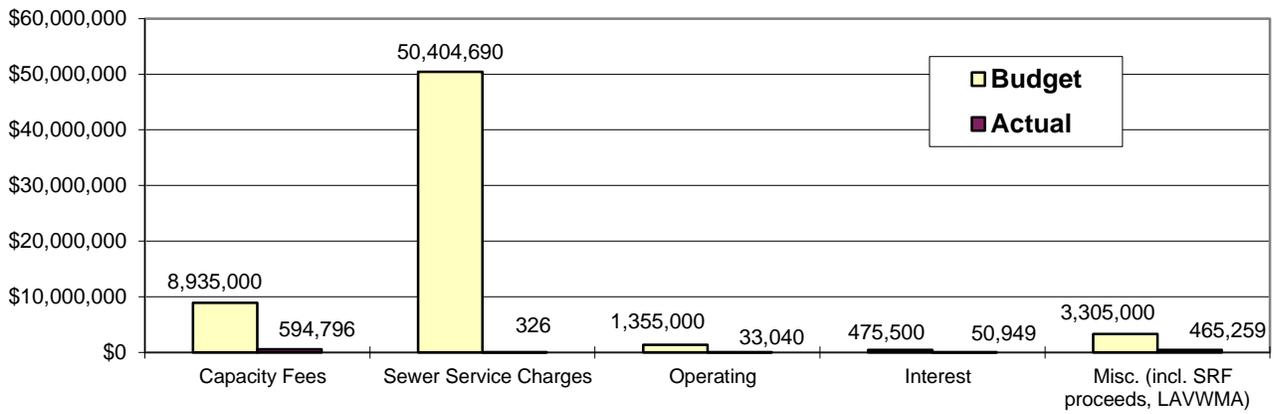
	<b>Budget</b>	<b>Actual</b>	<b>% of Budget Used</b>	<b>Last Year Actuals</b>
Board of Directors	\$178,500	\$5,032	3%	\$133,294
General Manager/Admin.	957,678	50,384	5%	884,051
Business Services	5,275,645	367,905	7%	4,772,324
Collection Services	6,116,287	368,907	6%	5,873,909
Technical Services	5,511,940	359,166	7%	5,156,725
Treatment & Disposal Services	10,631,833	765,446	7%	9,506,339
Fabrication, Maint. & Construction	5,862,650	306,425	5%	5,568,856
<b>Total</b>	<b>\$34,534,533</b>	<b>\$2,223,264</b>	<b>6%</b>	<b>\$31,895,499</b>

**Operating Expenses by Type**

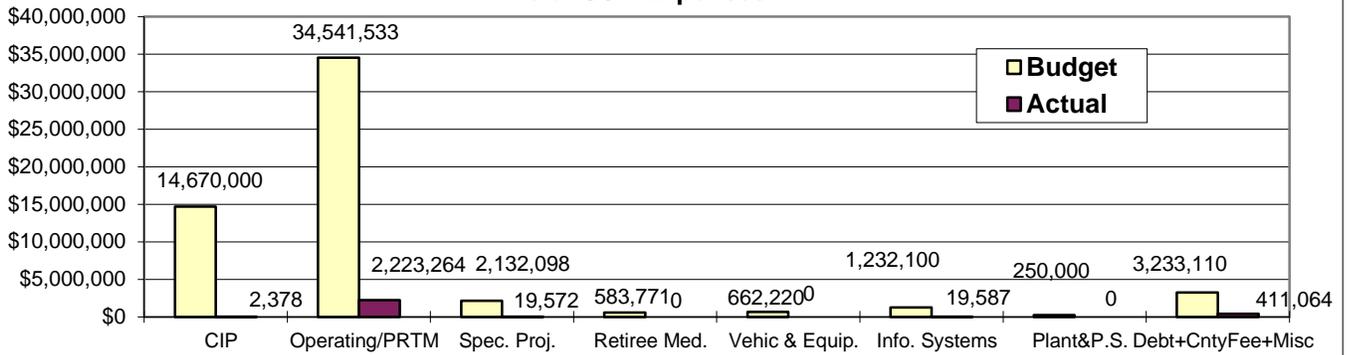
	<b>Budget</b>	<b>Actual</b>	<b>% of Budget Used</b>	<b>Last Year Actuals</b>
Personnel (incl D&E)	\$23,888,246	\$1,509,879	6% (8%)*	\$22,107,543
Repairs & Maintenance	2,014,100	73,826	4%	1,965,202
Supplies & Matls (chemicals, small tools)	2,396,360	82,630	3%	2,273,252
Outside Services (utilities, biosolids, legal)	5,996,545	556,929	9%	5,342,319
Fixed Assets	239,282	0	0%	207,183
<b>Total</b>	<b>\$34,534,533</b>	<b>\$2,223,264</b>	<b>6%</b>	<b>\$31,895,499</b>

\* Personnel Budget Target

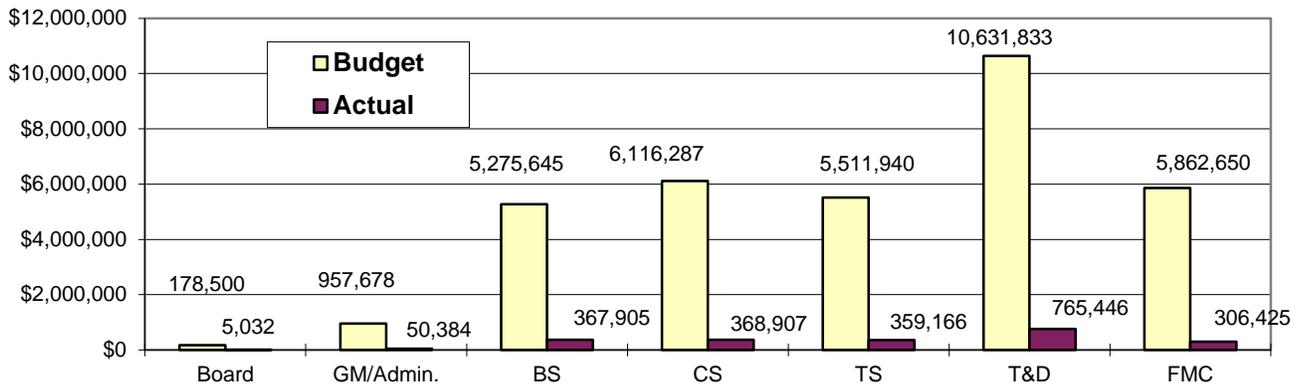
### USD Revenues



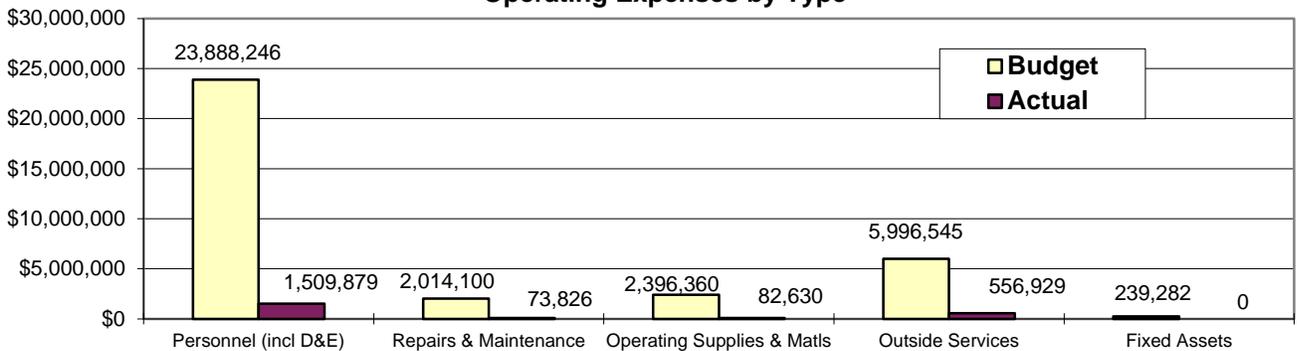
### Total USD Expenses



### Operating Expenses by Work Group

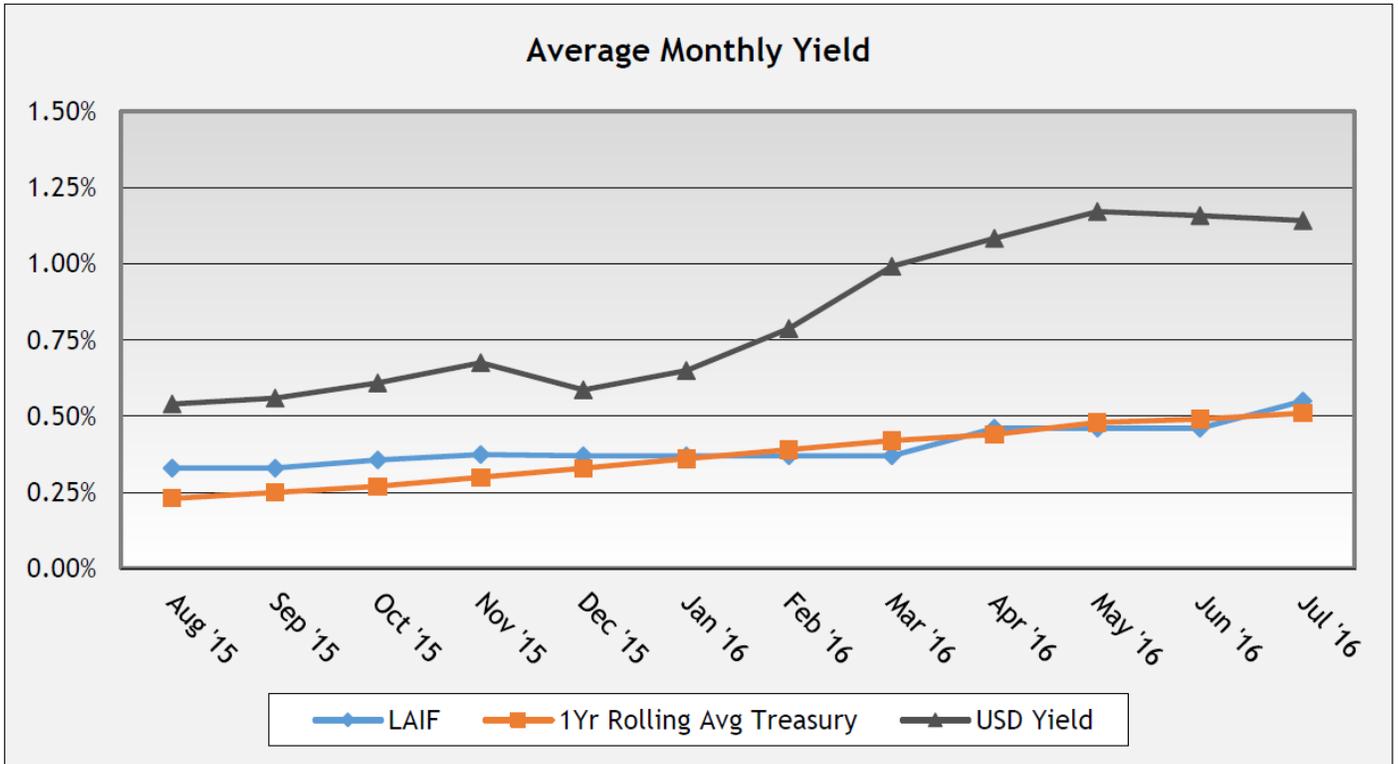


### Operating Expenses by Type

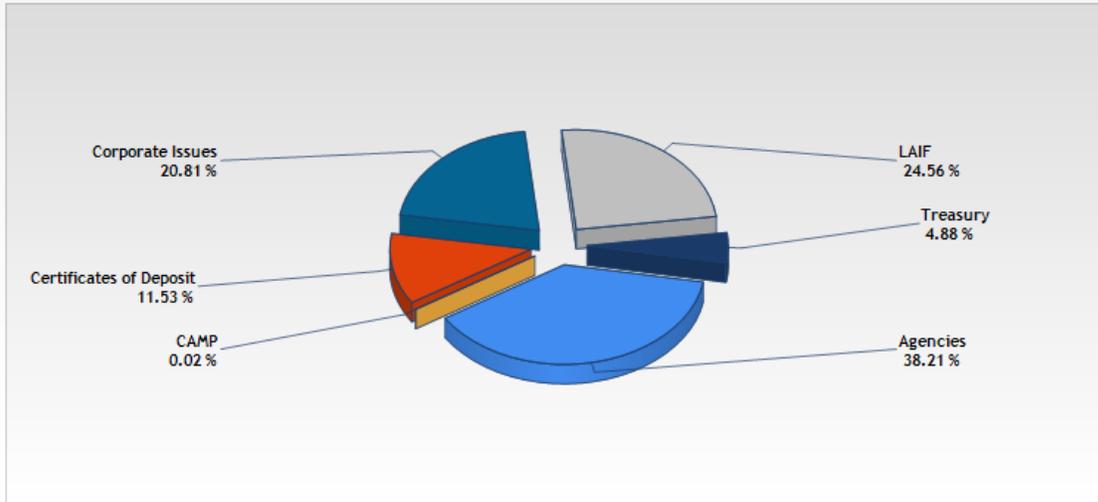


Business Services Group  
July 2016

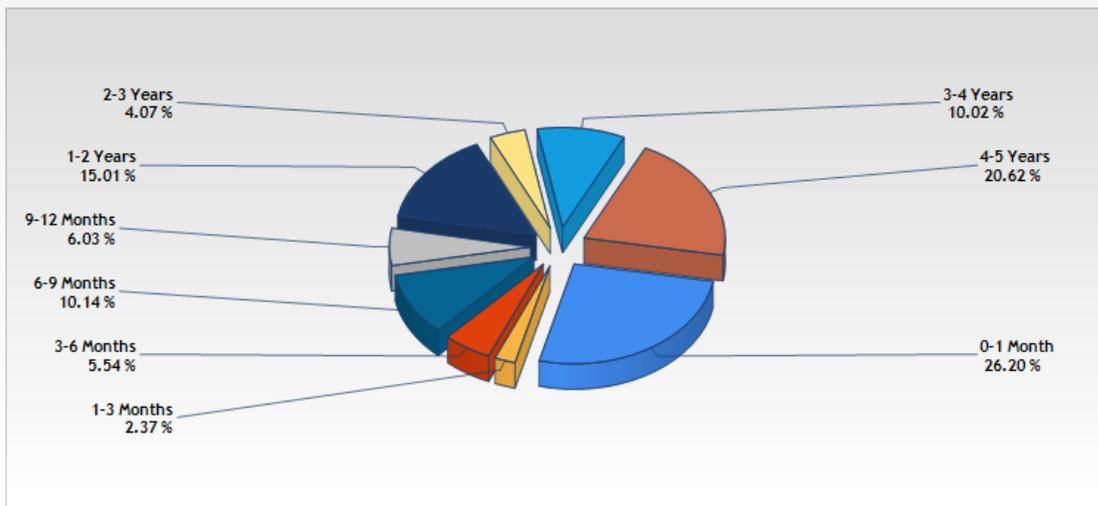
Performance Measures for the USD Investment Portfolio



### Portfolio Holdings Distribution by Asset Class



### Portfolio Holdings Distribution by Maturity Range



Maturity Range	Face Amount/Shares	YTM @ Cost	Cost Value	Days To Maturity	% of Portfolio	Market Value	Book Value	Duration To Maturity
0-1 Month	16,114,328.83	0.559	16,113,868.83	3	26.20	16,114,558.83	16,114,281.74	0.01
1-3 Months	1,455,000.00	0.848	1,454,816.25	79	2.37	1,455,905.14	1,454,968.92	0.22
3-6 Months	3,385,000.00	0.797	3,408,264.00	134	5.54	3,389,200.51	3,389,771.06	0.36
6-9 Months	6,134,000.00	0.892	6,238,497.12	212	10.14	6,174,250.43	6,169,439.55	0.58
9-12 Months	3,702,000.00	0.802	3,708,230.00	319	6.03	3,701,995.28	3,704,765.65	0.87
1-2 Years	9,215,000.00	1.028	9,229,989.00	486	15.01	9,235,740.13	9,225,386.74	1.32
2-3 Years	2,498,000.00	1.343	2,503,370.00	1032	4.07	2,520,011.74	2,502,742.34	2.77
3-4 Years	6,160,000.00	1.620	6,165,756.57	1285	10.02	6,200,128.60	6,164,967.18	3.46
4-5 Years	12,500,000.00	2.041	12,685,645.28	1676	20.62	12,678,724.00	12,676,601.42	4.39
<b>Total / Average</b>	<b>61,163,328.83</b>	<b>1.142</b>	<b>61,508,437.05</b>	<b>640</b>	<b>100</b>	<b>61,470,514.66</b>	<b>61,402,924.60</b>	<b>1.70</b>

**Union Sanitary District**  
**Board Report - Holdings**  
Report Format: By Transaction  
Group By: Asset Class  
**Portfolio/Report Group: All Portfolios**  
**As of 7/31/2016**

Description	CUSIP/Ticker	Credit Rating 1	Settlement Date	Face Amount/Shares	Cost Value	Coupon Rate	Market Value	YTM @ Cost	Next Call Date	Maturity Date	% of Portfolio
<b>Agencies</b>											
FFCB 1.17 5/16/2019-17	3133EF7L5	Moody's-Aaa	5/16/2016	1,000,000.00	1,000,000.00	1.170	1,000,967.00	1.170	5/16/2017	5/16/2019	1.63
FFCB 1.3 11/25/2019-16	3133EGBK0	Moody's-Aaa	5/25/2016	1,000,000.00	997,950.00	1.300	1,000,228.00	1.360	11/25/2016	11/25/2019	1.62
FFCB 1.58 10/13/2020-16	3133EF2A4	Moody's-Aaa	4/13/2016	1,000,000.00	1,000,000.00	1.580	1,000,331.00	1.580	10/13/2016	10/13/2020	1.63
FFCB 1.59 3/23/2020-17	3133EFR25	Moody's-Aaa	3/23/2016	1,000,000.00	1,000,000.00	1.590	1,003,862.00	1.590	3/23/2017	3/23/2020	1.63
FFCB 1.7 5/3/2021-17	3133EF5T0	Moody's-Aaa	5/3/2016	1,000,000.00	1,000,000.00	1.700	1,002,618.00	1.700	5/3/2017	5/3/2021	1.63
FHLB 0.625 11/23/2016	3130A3J70	Moody's-Aaa	12/16/2015	1,000,000.00	999,000.00	0.625	1,000,540.00	0.732		11/23/2016	1.62
FHLB 0.8 5/17/2017	3130A4Q54	Moody's-Aaa	3/27/2015	1,000,000.00	1,001,690.00	0.800	1,001,919.00	0.720		5/17/2017	1.63
FHLB 0.9 9/28/2017	3130A5KH1	Moody's-Aaa	7/22/2015	1,000,000.00	1,001,140.00	0.900	1,002,570.00	0.847		9/28/2017	1.63
FHLB Step 3/15/2021-16	3130A7EG6	Moody's-Aaa	3/15/2016	1,000,000.00	1,000,000.00	1.000	1,000,269.00	2.216	9/15/2016	3/15/2021	1.63
FHLB Step 4/28/2021-16	3130A7PR0	Moody's-Aaa	4/28/2016	1,000,000.00	1,000,000.00	1.000	1,000,152.00	2.114	10/28/2016	4/28/2021	1.63
FHLB Step 4/28/2021-16	3130A7QX6	Moody's-Aaa	4/28/2016	1,000,000.00	1,000,000.00	1.250	1,000,462.00	2.021	10/28/2016	4/28/2021	1.63
FHLMC 0.8 8/25/2017-16	3134G8L49	Moody's-Aaa	2/25/2016	1,000,000.00	1,000,000.00	0.800	1,000,145.00	0.800	8/25/2016	8/25/2017	1.63
FHLMC 1 7/25/2017	3134G3ZH6	Moody's-Aaa	6/24/2015	1,000,000.00	1,004,540.00	1.000	1,003,450.00	0.780		7/25/2017	1.63
FHLMC 1.25 10/28/2019-17	3134G8XQ7	Moody's-Aaa	4/28/2016	1,000,000.00	1,000,000.00	1.250	1,001,518.00	1.250	4/28/2017	10/28/2019	1.63

Description	CUSIP/Ticker	Credit Rating 1	Settlement Date	Face Amount/Shares	Cost Value	Coupon Rate	Market Value	YTM @ Cost	Next Call Date	Maturity Date	% of Portfolio
FHLMC Step 3/30/2020-17	3134G8ST7	Moody's-Aaa	3/30/2016	1,000,000.00	1,000,000.00	1.000	1,002,904.00	1.744	3/30/2017	3/30/2020	1.63
FHLMC Step 4/28/2021-16	3134G8VZ9	Moody's-Aaa	4/28/2016	2,500,000.00	2,500,000.00	1.250	2,500,450.00	2.116	10/28/2016	4/28/2021	4.06
FHLMC Step 4/28/2021-16	3134G8Z28	Moody's-Aaa	5/10/2016	1,000,000.00	999,500.00	1.125	1,000,454.00	2.044	10/28/2016	4/28/2021	1.62
FHLMC Step 7/28/2020-16	3134G8X20	Moody's-Aaa	4/28/2016	1,000,000.00	1,000,000.00	1.300	1,000,401.00	1.709	10/28/2016	7/28/2020	1.63
FNMA 0.625 8/26/2016	3135G0YE7	Moody's-Aaa	12/16/2015	1,000,000.00	999,540.00	0.625	1,000,230.00	0.691		8/26/2016	1.63
FNMA 1.25 1/30/2017	3135G0GY3	Moody's-Aaa	12/16/2015	1,000,000.00	1,004,790.00	1.250	1,003,890.00	0.820		1/30/2017	1.63
FNMA 1.5 6/16/2021-16	3136G3QX6	Moody's-Aaa	6/16/2016	1,000,000.00	995,000.00	1.500	1,000,432.00	1.604	12/16/2016	6/16/2021	1.62
FNMA Step 5/12/2021-17	3136G3MD4	Moody's-Aaa	5/12/2016	1,000,000.00	1,000,000.00	0.900	1,001,540.00	1.851	5/12/2017	5/12/2021	1.63
<b>Sub Total / Average</b>				<b>23,500,000.00</b>	<b>23,503,150.00</b>	<b>1.140</b>	<b>23,529,332.00</b>	<b>1.474</b>			<b>38.21</b>
<b>CAMP</b>											
CAMP LGIP	LGIP4000	None	5/31/2011	9,829.41	9,829.41	0.550	9,829.41	0.550	N/A	N/A	0.02
<b>Sub Total / Average</b>				<b>9,829.41</b>	<b>9,829.41</b>	<b>0.550</b>	<b>9,829.41</b>	<b>0.550</b>			<b>0.02</b>
<b>Certificates of Deposit</b>											
1st Source Bank 0.6 9/15/2016	33646CGK4	None	12/18/2015	245,000.00	244,816.25	0.600	245,038.58	0.701		9/15/2016	0.40
Ally Bank 1 10/24/2016	02006LKM4	None	10/23/2014	240,000.00	240,000.00	1.000	240,242.36	1.000		10/24/2016	0.39
American Express Bank 1.1 10/24/2016	02587CBZ2	None	10/23/2014	240,000.00	240,000.00	1.100	240,300.19	1.100		10/24/2016	0.39
American Express Centurian 1.05 6/5/2017	02587DYJ1	None	6/5/2015	240,000.00	240,000.00	1.050	239,634.29	1.050		6/5/2017	0.39

Description	CUSIP/Ticker	Credit Rating 1	Settlement Date	Face Amount/Shares	Cost Value	Coupon Rate	Market Value	YTM @ Cost	Next Call Date	Maturity Date	% of Portfolio
Bank Hapoalim 0.85 2/17/2017	06251AL65	None	2/18/2016	248,000.00	248,000.00	0.850	247,786.09	0.850		2/17/2017	0.40
Bank of Baroda Ny 0.65 10/27/2016	06062QCS1	None	10/27/2015	245,000.00	245,000.00	0.650	245,041.04	0.650		10/27/2016	0.40
Bank of India NY 0.65 10/26/2016	06279HBX0	None	10/30/2015	245,000.00	245,000.00	0.650	245,040.61	0.650		10/26/2016	0.40
BankUnited NA 0.9 5/24/2017	066519BE8	None	11/24/2015	240,000.00	240,000.00	0.900	239,543.33	0.900		5/24/2017	0.39
Bar Harbor Bank 0.7 1/30/2017	066851TT3	None	6/30/2015	240,000.00	240,000.00	0.700	239,578.28	0.700		1/30/2017	0.39
Capital One Bank 1 10/24/2016	140420QG8	None	10/22/2014	240,000.00	240,000.00	1.000	240,242.36	1.000		10/24/2016	0.39
Capital One National Asso Bank 1.25 8/28/2017	14042E6B1	None	8/26/2015	245,000.00	245,000.00	1.250	244,546.53	1.250		8/28/2017	0.40
Community Bank of the Chesapeake 0.75 8/8/2017	20350ABN0	None	6/8/2016	248,000.00	248,000.00	0.750	246,287.76	0.750		8/8/2017	0.40
Compass Bank 0.95 6/5/2017	20451PLE4	None	6/5/2015	240,000.00	240,000.00	0.950	239,428.77	0.950		6/5/2017	0.39
Discover Bank 0.75 1/3/2017	254672QZ4	None	7/1/2015	240,000.00	240,000.00	0.750	239,831.62	0.750		1/3/2017	0.39
First Bank of Richmond 0.7 8/2/2017	319267FK1	None	6/2/2016	248,000.00	248,000.00	0.700	246,189.36	0.700		8/2/2017	0.40
First Niagara Bank 1.1 10/30/2017	33583CSV2	None	10/30/2015	245,000.00	245,000.00	1.100	244,556.87	1.100		10/30/2017	0.40
Franklin Synergy Bank 0.85 12/11/2017	35471TCH3	None	6/10/2016	248,000.00	248,000.00	0.850	246,658.59	0.850		12/11/2017	0.40
Goldman Sachs Bank 1 10/16/2017	38148JQX2	None	4/27/2015	240,000.00	239,520.00	1.000	239,029.13	1.069		10/16/2017	0.39

Description	CUSIP/Ticker	Credit Rating 1	Settlement Date	Face Amount/Shares	Cost Value	Coupon Rate	Market Value	YTM @ Cost	Next Call Date	Maturity Date	% of Portfolio
JP Morgan Chase Bank 1.1 7/15/2019	48125Y5L4	None	7/15/2016	249,000.00	249,000.00	1.100	250,207.53	1.100		7/15/2019	0.40
Marlin Business Bank 0.85 8/24/2017	57116ALG1	None	2/24/2016	248,000.00	248,000.00	0.850	246,480.62	0.850		8/24/2017	0.40
Medallion Bank 1.15 10/30/2017	58403B2L9	None	10/28/2015	245,000.00	245,000.00	1.150	244,712.55	1.150		10/30/2017	0.40
Merrick Bank 0.9 5/19/2017	59013JLK3	None	11/19/2015	240,000.00	240,000.00	0.900	239,551.44	0.900		5/19/2017	0.39
Pacific Premier Bank 0.9 12/5/2017	69478QDG2	None	6/3/2016	248,000.00	248,000.00	0.900	246,843.19	0.900		12/5/2017	0.40
Peoples State Bank of Newton 0.7 6/15/2017	712490AC5	None	6/15/2016	249,000.00	249,000.00	0.700	247,836.85	0.700		6/15/2017	0.40
Safra National Bank 0.7 11/29/2016	78658QSF1	None	11/30/2015	245,000.00	245,000.00	0.700	244,904.99	0.700		11/29/2016	0.40
Santander Bank 0.8 2/17/2017	80280JLS8	None	2/17/2016	248,000.00	248,000.00	0.800	247,716.84	0.800		2/17/2017	0.40
TCF National Bank 0.85 8/17/2017	872278SH0	None	2/17/2016	248,000.00	248,000.00	0.850	246,507.89	0.850		8/17/2017	0.40
Wells Fargo Bank 1.15 7/22/2019	9497486R3	None	7/20/2016	249,000.00	249,000.00	1.150	250,587.21	1.150		7/22/2019	0.40
Wex Bank 0.85 5/19/2017	92937CDE5	None	11/20/2015	245,000.00	245,000.00	0.850	244,442.24	0.850		5/19/2017	0.40
<b>Sub Total / Average</b>				<b>7,091,000.00</b>	<b>7,090,336.25</b>	<b>0.889</b>	<b>7,078,767.11</b>	<b>0.895</b>			<b>11.53</b>

**Corporate Issues**

American Express Credit 2.375 3/24/2017	0258M0DD8	Moody's-A2	5/25/2016	1,000,000.00	1,012,171.77	2.375	1,009,440.00	0.900		3/24/2017	1.65
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Description	CUSIP/Ticker	Credit Rating 1	Settlement Date	Face Amount/Shares	Cost Value	Coupon Rate	Market Value	YTM @ Cost	Next Call Date	Maturity Date	% of Portfolio
Caterpillar Financial 1 3/3/2017	14912L5Z0	Moody's-A2	12/23/2014	1,313,000.00	1,307,603.57	1.000	1,314,431.17	1.190		3/3/2017	2.13
Chevron Corp 2.193 11/15/2019	166764AN0	Moody's-Aa2	2/26/2016	1,160,000.00	1,167,806.57	2.193	1,191,215.60	2.004		11/15/2019	1.90
General Electric Capital Corp 5.4 2/15/2017	36962G2G8	Moody's-A1	3/2/2015	1,085,000.00	1,179,514.35	5.400	1,111,398.05	0.890		2/15/2017	1.92
HSBC 4.875 8/24/2020	4042Q1AE7	Moody's-A1	5/17/2016	2,000,000.00	2,191,145.28	4.875	2,172,016.00	2.500		8/24/2020	3.56
IBM Corp 1.8 5/17/2019	459200JE2	Moody's-Aa3	3/18/2016	1,000,000.00	1,005,370.00	1.800	1,018,250.00	1.624		5/17/2019	1.63
JP Morgan Chase & Co 2 8/15/2017	48126EAA5	Moody's-A3	2/16/2016	1,000,000.00	1,008,859.00	2.000	1,008,372.00	1.400		8/15/2017	1.64
Royal Bank of Canada 1.2 1/23/2017	78010UNX1	Moody's-Aa3	10/2/2015	1,000,000.00	1,003,960.00	1.200	1,001,340.00	0.895		1/23/2017	1.63
Toyota Motor Credit 1.55 7/13/2018	89236TCP8	Moody's-Aa3	3/16/2016	1,000,000.00	1,002,490.00	1.550	1,009,100.00	1.440		7/13/2018	1.63
Toyota Motor Credit Corp 1.2 4/6/2018	89236TCX1	Moody's-Aa3	5/24/2016	1,000,000.00	1,000,360.00	1.200	1,003,680.00	1.180		4/6/2018	1.63
US Bankcorp 2.2 11/15/2016	91159HHB9	Moody's-A1	3/31/2015	900,000.00	920,304.00	2.200	902,583.90	0.797		11/15/2016	1.50
<b>Sub Total / Average</b>				<b>12,458,000.00</b>	<b>12,799,584.54</b>	<b>2.589</b>	<b>12,741,826.72</b>	<b>1.456</b>			<b>20.81</b>
<b>LAIF</b>											
LAIF LGIP	LGIP1002	None	4/30/2011	15,104,499.42	15,104,499.42	0.550	15,104,499.42	0.550	N/A	N/A	24.56
<b>Sub Total / Average</b>				<b>15,104,499.42</b>	<b>15,104,499.42</b>	<b>0.550</b>	<b>15,104,499.42</b>	<b>0.550</b>			<b>24.56</b>
<b>Treasury</b>											
	912828J92		3/9/2016	1,000,000.00	998,417.43	0.500	1,000,010.00	0.650		3/31/2017	1.62

Description	CUSIP/Ticker	Credit Rating 1	Settlement Date	Face Amount/Shares	Cost Value	Coupon Rate	Market Value	YTM @ Cost	Next Call Date	Maturity Date	% of Portfolio
T-Bond 0.5 3/31/2017		Moody's-Aaa									
T-Note 0.875 1/15/2018	912828H37	Moody's-Aaa	6/1/2015	1,000,000.00	1,001,560.00	0.875	1,003,200.00	0.815		1/15/2018	1.63
T-Note 0.875 11/15/2017	912828G20	Moody's-Aaa	6/24/2015	1,000,000.00	1,001,060.00	0.875	1,003,050.00	0.830		11/15/2017	1.63
<b>Sub Total / Average</b>				<b>3,000,000.00</b>	<b>3,001,037.43</b>	<b>0.750</b>	<b>3,006,260.00</b>	<b>0.765</b>			<b>4.88</b>
<b>Total / Average</b>				<b>61,163,328.83</b>	<b>61,508,437.05</b>	<b>1.249</b>	<b>61,470,514.66</b>	<b>1.142</b>			<b>100</b>

All investment actions executed since the last report have been made in full compliance with the District's Investment Policy. The District will meet its expenditure obligations for the next six months. Market value sources are the LAIF, CAMP, and BNY Mellon monthly statements. Broker/Dealers: BOSC, Inc.; Cantella & Co.; First Empire Securities; Ladenburg, Thalman & Co, Inc.; UBS Financial Services; Wells Fargo Securities.

Tracker  
 Union Sanitary District  
 Transactions Summary  
 Board Report - Activity  
 Group By: Action  
 Portfolio / Report Group: All Portfolios  
 From 6/30/2016 To 7/31/2016

Description	CUSIP/Ticker	Face Amount/Shares	Principal	Realized Gain/Loss	Interest/Dividends	Coupon Rate	YTM @ Cost	Settlement Date	Total
<b>Buy</b>									
JP Morgan Chase Bank 1.1 7/15/2019	48125Y5L4	249,000.00	249,000.00			1.1	1.1	7/15/2016	249,000.00
Wells Fargo Bank 1.15 7/22/2019	9497486R3	249,000.00	249,000.00			1.15	1.15	7/20/2016	249,000.00
<b>Sub Total / Average</b>		<b>498,000.00</b>	<b>498,000.00</b>						<b>498,000.00</b>
<b>Deposit</b>									
CAMP LGIP	LGIP4000	4.56	4.56					7/31/2016	4.56
LAIF LGIP	LGIP1002	3,000,000.00	3,000,000.00					7/6/2016	3,000,000.00
LAIF LGIP	LGIP1002	20,863.24	20,863.24					7/15/2016	20,863.24
<b>Sub Total / Average</b>		<b>3,020,867.80</b>	<b>3,020,867.80</b>						<b>3,020,867.80</b>
<b>Interest</b>									
CAMP LGIP	LGIP4000				4.56			7/31/2016	4.56
Discover Bank 0.75 1/3/2017	254672QZ4				897.53	0.75		7/1/2016	897.53
FHLMC 1 7/25/2017	3134G3ZH6				5,000.00	1		7/25/2016	5,000.00
Franklin Synergy Bank 0.85 12/11/2017	35471TCH3				173.26	0.85		7/11/2016	173.26
Great Midwest Bank 0.75 7/27/2016	39083PCK6				147.95	0.75		7/27/2016	147.95
LAIF LGIP	LGIP1002				20,863.24			7/15/2016	20,863.24
Medallion Bank 1.15 10/30/2017	58403B2L9				231.58	1.15		7/28/2016	231.58
Merrick Bank 0.9 5/19/2017	59013JLK3				177.53	0.9		7/19/2016	177.53
Pacific Premier Bank 0.9 12/5/2017	69478QDG2				183.45	0.9		7/5/2016	183.45
Peoples State Bank of Newton 0.7 6/15/2017	712490AC5				143.26	0.7		7/15/2016	143.26
Royal Bank of Canada 1.2 1/23/2017	78010UNX1				6,000.00	1.2		7/23/2016	6,000.00
Royal Bank of Canada 2.3 7/20/2016	78008TLB8				13,685.00	2.3		7/20/2016	13,685.00
T-Note 0.875 1/15/2018	912828H37				4,375.00	0.875		7/15/2016	4,375.00
Toyota Motor Credit 1.55 7/13/2018	89236TCP8				7,750.00	1.55		7/13/2016	7,750.00
<b>Sub Total / Average</b>					<b>59,632.36</b>				<b>59,632.36</b>
<b>Matured</b>									
Great Midwest Bank 0.75 7/27/2016	39083PCK6	240,000.00	240,000.00			0.75		7/27/2016	240,000.00
Royal Bank of Canada 2.3 7/20/2016	78008TLB8	1,190,000.00	1,190,000.00			2.3		7/20/2016	1,190,000.00
<b>Sub Total / Average</b>		<b>1,430,000.00</b>	<b>1,430,000.00</b>						<b>1,430,000.00</b>
<b>Sell</b>									
FFCB 1.4 4/13/2020-17	3133EF2L0	1,000,000.00	1,001,620.00	3,045.47	3,227.78	1.4		7/6/2016	1,004,847.78
FHLB 1.55 5/13/2021-19	3130A7WQ4	1,000,000.00	1,001,000.00	1,000.00	2,066.67	1.55		7/1/2016	1,003,066.67
FHLMC 1.27 3/29/2019	3134G8QB8	1,000,000.00	1,002,750.00	2,750.00	3,421.94	1.27		7/6/2016	1,006,171.94
<b>Sub Total / Average</b>		<b>3,000,000.00</b>	<b>3,005,370.00</b>	<b>6,795.47</b>	<b>8,716.39</b>				<b>3,014,086.39</b>



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

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

Karen W. Murphy  
*Attorney*

**Date:** August 22, 2016

**To:** Board of Directors – Union Sanitary District

**From:** Paul R. Eldredge, General Manager/District Engineer  
Pamela Arends-King, Business Services Manager/CFO  
Sheila Tolbert, HR Manager  
Laurie Brenner, Organizational Performance Program Manager

**Subject:** Agenda Item No. 5b –Meeting of August 22, 2016  
**Annual Performance Report for  
District-Wide Balanced Scorecard Measures**

**Recommendation:**  
Information only

**Background:**

The 2016 USD Strategic Performance Report is attached. The Report summarizes the District's progress meeting operational and safety objectives and targets for the fiscal year 2015-16 (July 1, 2015 through June30, 2016).

Staff will be present to answer questions regarding the Strategic Performance Report and the District's balanced scorecard objectives, measures and results.



# Strategic Performance Report

Fiscal year 2015-2016  
(July 1, 2015 through June 30, 2016)



Presented August 22, 2016

Prepared by Laurie Brenner,

Organizational Performance Program Manager

# USD FY16 Strategic Performance Report

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# USD FY16 Strategic Performance Report

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## **Executive Summary**

This report summarizes the performance of the District in the areas of operational excellence and safety for fiscal year 2015-2016 (July 1, 2015 through June 30, 2016).

Eight of the twenty two measures (four are Track & Report only) in the Operational Excellence scorecard missed targeted values and six of the seventeen measures in the Safety scorecard missed targeted values in FY16. Specifics are presented in the Performance Exceptions sections of this report for each scorecard.

All other measures met or exceeded targeted goals and the District was the recipient of several industry and function specific awards during the course of the year.

At the end of the year, only one critical carry-over vacancy existed (Business Services Coach), and that recruitment closes in August.

Employee responses to the bi-annual safety survey indicated the highest level of positive responses ever recorded at the District and the X-Mod for the coming year has been disclosed at just 0.72; the lowest in District history. Our deliberate focus on safety has been effective.

Tables A-C below include all measures and actual performance compared to targets, as well as the performance from the two prior fiscal years for comparison.

## **Performance Measurement Process**

During strategic planning, the Executive Team agrees on District-wide objectives and measures in the areas of customer service, financial performance, internal business processes, employee growth & development, and safety. Objectives, measures, and targets are reviewed and updated annually.

The balanced scorecards are reviewed and discussed by the Executive Team and the Board of Directors on a quarterly basis, and continue to be valuable tools in monitoring the District's progress against strategic plan initiatives. The District-level operational and safety scorecards, along with the individual team scorecards (not included in this report), measure our success in serving our customers' needs; being good stewards of the environment and the public's money; doing our jobs safely, effectively and efficiently; ensuring employee growth and development, and the preservation of the District's unique team-based culture.

# USD FY16 Strategic Performance Report

**Table A: Operational Excellence Objectives and Measures**

Objectives	Measures	FY16	Target	FY15	FY14	Comments
<b>Stewardship:</b> Demonstrate responsible stewardship of District assets and the environment  <b>Service:</b> Provide reliable, high quality service	Progress implementing outreach plan milestones	92.8%	≥90%	94%	98%	
	Response time to calls for service: % under 1 hour	97.5%	≥95%	97.7%	97.1%	
	Response time to "Contact USD" inquiries: % within 3 business days	96.9%	≥ 90%	96.4%	95%	
	# Total adverse impacts on customers	10	≤10	5	12	
Be prepared for emergencies	# USD or local drills or debriefs	2	3	5	3	
<b>Fiscal responsibility:</b> Ensure funding for critical programs and projects, while maintaining comparable rates Accurately project and control costs	Residential SSC compared to surrounding areas	11.5th	<33rd percentile	15.3rd	11.5th	
	% Budget expended, ECB	93%	95-103%	93%	95%	
	% expended Priority 1 Non-ECB	78%	80-110%	80%	84%	
	# regional projects/initiatives with financial benefit	3	≥3	3	2	Goal increased to three in FY15
<b>Asset Management:</b> Manage and maintain assets and infrastructure	# Critical asset failures wo negative impacts	0	≤2	0	1	Alvarado Sinkhole and Co-generation engines
	# critical asset failures with negative impacts	3	0	2	0	
	% asset renewal/year: Plant	NA	Track & Report	3.46%	3.38%	
	% asset renewal/year: Collection System	NA	Track & Report	0.46%	0.40%	
	Priority CIP Projects completed vs planned	63%	85%	92%	9	

## USD FY16 Strategic Performance Report

Objectives	Measures	FY16	Target	FY15	FY14	Comments
<b>Efficiency:</b> Optimize processes; Use technology effectively	See Timeline and Team/Process scorecards					
<b>Environmental protection:</b> Maintain our ability to meet current and future regulations	# adverse impacts on environment	1	0	2	1	Alvarado sinkhole
	Category 2/3 SSO's	5	< 10	4	4	
	# regional projects/initiatives with environmental benefit	3	≥3	3	2	Goal increased to three in FY15
<b>Employees:</b> Maintain a highly competent, flexible workforce	Employee Turnover Rate	9.77%	Track and report	6%	9.2%	3% non-retirement related in FY16
	% Planned training milestones competed	76.47%	100%	100%	66%	CS team at 50%
	Individual Training assessments completed (CS only)	58	65	60	22	Concerted effort in Q4 still fell a little short
	<b>Labor relations:</b> Foster a collaborative employee-management relationship that encourages new ideas and continuous improvement	Ave % non-mgmt employees participating in District committees and taskforces	48.3%	45-55%	53.4%	51%
	Total % non-mgmt employees participating in alternative compensation program	52.5%	Track and report	46%	NA	Goal not established after program revisions starting in FY14

**Green:** Met or exceeded target

**Yellow:** Did not meet target ≤10%- needs attention

**Red:** Did not meet FY target by >10%- corrective action needed

# USD FY16 Strategic Performance Report

**Table B: Safety Objectives and Measures**

Objectives	Measures	FY16	Target	FY15	FY14	Comments
Reduce the number of accidents	# OSHA reportable accidents with lost days	2	0	3	1	
	Other accidents	0	≤4	0	0	
Reduce the impact of accidents on employees and the District	Ave FTE lost time	0.145	≤0.5	0.4875	0.05	
	Cost lost time	\$9,883	≤\$44,623	\$48,904	\$4,897	
	Ave FTE limited duty	0.12	≤0.5	0.53	0	
	Cost limited duty	\$4775	≤\$22,312	\$26,545	0	
	Total incidents of USD vehicle/equipment damage	3	≤2	3	4	
	Cost of claims associated with vehicle/equipment damage	\$540	≤\$5,000	\$444.18	\$7,265	
	Workers Compensation Rate Modifier (X-Mod)	1.01	≤1.0	1.16	0.95	
Identify and correct poor practices and potential hazards	# Facility Safety Inspections	4	4	4	4	As planned
	% of areas of concern identified during inspections resolved within 45 days	90%	≥90%	95%	92%	91% in Q4
	# management work site observations	337	≥270 /yr	300	323	

## USD FY16 Strategic Performance Report

Objectives	Measures	FY16	Target	FY 15	FY 14	Comments
Implement industry best practices	# best practice site visits and/or practices adopted	1	≥2	2	2	City of San Leandro; working on multiple potential partners for FY17 and beyond
Communicate our commitment to safety	# GM communications on status of safety program and performance	8	≥4	9	6	
	# safety strategy reviews conducted by ET and EHSPM	8	≥6	6	6	Standing agenda item at ET
Increase employee awareness Educate employees in safe work practices	# of major safety training events offered	1	≥7	8	7	Only Hazmat Handler offered in FY16
	% of targeted employees trained	77.8%	≥90%	80%	91.8%	

**Green:** Met or exceeded target

**Yellow:** Did not meet target ≤10%- needs attention

**Red:** Did not meet FY target by >10%- corrective action needed

# USD FY16 Strategic Performance Report

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**Table C: Public Relations/Outreach Activities**

Category	FY16 Activities
USD website	Major update underway; several updates in preparation for FY 17 rate changes to SSCs and Cap Fees, stats on Mission, Facts, History page, Cap Fees adoption info on What's New page, new link to list of USD's enterprise systems
Press Releases, articles and Ads	<ul style="list-style-type: none"> <li>• Q1- Kathy Darling ring recovery article</li> <li>• Q3- Jan- Prop 218 rate meeting; Alvarado Sinkhole update</li> <li>• Q4 - Sinkhole completion P.R.; Earth Day and Certs of Merit Ads in TCV and Argus</li> </ul>
Civic Outreach	Presentations to League of Women Voters and Lions Club in Q2
Community Outreach	Newark Days September 20; multiple Earth Day activities in Q3
School Outreach	<ul style="list-style-type: none"> <li>• Outreach letters to teachers (Fremont, Newark and Union City; including separate reminder letters to all)</li> <li>• Partnership with ACWD- letters to Science teachers</li> </ul>
Career Outreach/Fairs	<ul style="list-style-type: none"> <li>• Alameda County Science &amp; Engineering Fair; Lab Director Guy Moy judged event and the District honored winning students/teachers at a Board meeting</li> <li>• Chabot College Engineering class presentation</li> </ul>
Business Outreach	<ul style="list-style-type: none"> <li>• Multiple Industrial Advisory Council Meetings</li> <li>• Certificate of Merit Presentations- May , 2016</li> <li>• Alameda County Green Business Outreach- 2 inspections</li> <li>• Informational flyers on various topics distributed to City Halls</li> </ul>

# USD FY16 Strategic Performance Report

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## ***Operational Excellence Scorecard Results***

### **Performance Exceptions**

Atypically, the District missed eight targets on the Operational Excellence Scorecard in FY16; although it is important to note that several measures were directly impacted by the Training & Emergency Response Programs Manager (TERPM) vacancy, which was filled in early June, 2016.

The District only completed two of the three planned emergency preparedness activities in FY16; events included an evacuation drill and a tabletop exercise based on a force main break scenario. The Emergency Preparedness Committee has reconvened with new members now that the TERPM position has been filled and we expect to achieve targeted values in this measure next year.

Operational expenses consistently come in slightly under the approved annual budget. In FY16, expenditures were 93% of budget (preliminary value), within the target of 95%-103%. Although technically a “miss,” this is not considered to be a material concern related to overall District financial performance. Additionally, the percent expended for Priority 1 special projects was 78% against the target of 80-110% for the year (also preliminary value).

There were three incidents of critical asset failure with negative impacts recorded in FY16 (against a target of zero), including the Alvarado Boulevard sinkhole and multiple failures of the Co-Gen engines (counted as one “incident” per quarter any time both engines were out of service).

The Alvarado Boulevard sinkhole was the only instance of adverse impacts on the environment in FY16, but our target is always that no such events occur.

The percent of training system milestones completed (in the operating groups) came in at just 76.47% against the goal of completing 100% of planned trainings. On a related note, the Collection Services group completed 58 of the 65 planned employee assessments ( 89.2%) in FY16, despite an enormous effort in the fourth quarter to get the measure caught up to target. Both of these measures were impacted by the TERPM position vacancy.

The percent Plant and Collection System annual asset renewal values for FY16 were not available as of this report date.

Only 63% of the Priority Capital Improvement Projects milestones were completed as planned in FY16. Projects that did not meet goals are included in the table (*CIP Projects*) below:

# USD FY16 Strategic Performance Report

## *CIP Projects*

<b>Project Name</b>	<b>Status at Year End</b>
Co-Gen Phase II	Only one bid for work received; rejected because it was 50% over the Engineer's estimate. Going back out to bid (after additional advertisement) in October, 2016.
Equalization Storage at Alvarado	Wetlands assessment and property delineation took place in April, 2016; further activities require collaboration with Alameda County Flood Control District (ACFCD).
Hypochlorite Tanks and PVC piping replacement at OCB and NPS.	Plant staff requested additional scope for the project; new design and advertising for the work completed in Q4 of FY16, but work is not yet completed- now targeting substantial completion in February, 2017.
Pine Street Easement	Project was put out for bid on March 15, 2016; however, the District received no responses. Staff re-advertised the project on April 29, 2016 and the work was awarded to Valentine Corporation on June 13, 2016.
Thickener Control Building Modifications	Contractors are continuing with the installation of steel reinforcement, formwork, and concrete for the new Thickener Control Building.

Corrective and preventive actions have been discussed, developed, and implemented as necessary and lessons learned from each missed target will be recorded to prevent recurrence where possible. Other than the measures listed above, all Operational Excellence targets were achieved in FY16.

Narrative details and some graphic representations of operational excellence measures are provided below.

### **Customer Objectives and Measures**

Customer objectives focus on both short and long-term customer service and stewardship of public assets and the environment, with measures targeting the provision of high quality, reliable service and outreach activities, and maintaining emergency preparedness throughout the District at all times.

#### *Actual Measures:*

- Percent progress implementing Outreach plan milestones
- Response time to customer calls for service
- Response time to "Contact USD" email inquiries
- Adverse impacts USD activities have on external customers
- Number of planned emergency preparedness activities

# USD FY16 Strategic Performance Report

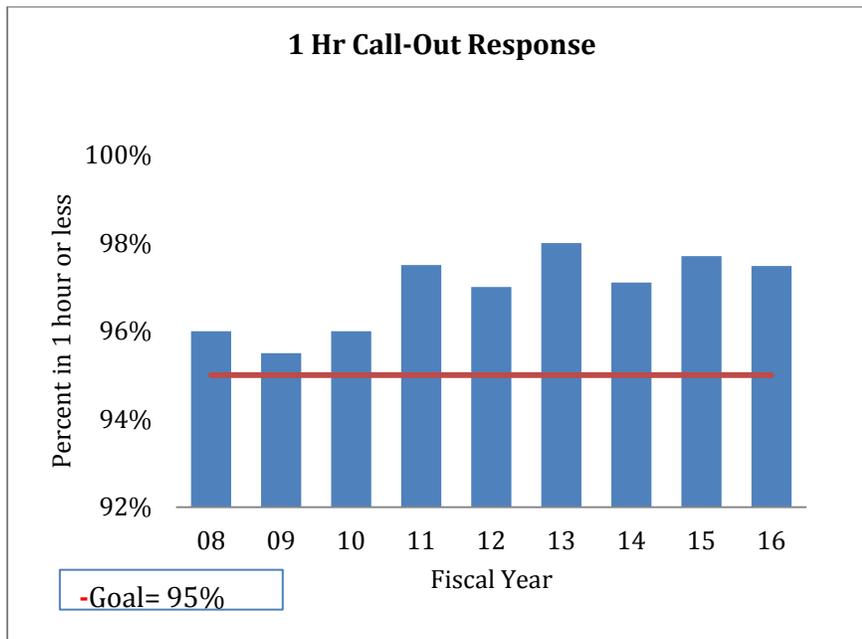
## *Progress Implementing Outreach Plan Milestones*

Annually, staff identifies specific events, activities and programs designed to educate public officials, potential employees, and the public about USD and our Mission. 92.75% of planned outreach activities were completed in FY16, and the District continued to win awards for the innovative Open House hosted by the District for the public in FY15 in FY16. Overall, 92.75% of the planned activities in FY16 were accomplished as planned.

See Table C above for a summary of all Outreach activities in FY16.

## *Response Time To Customer Calls for Service*

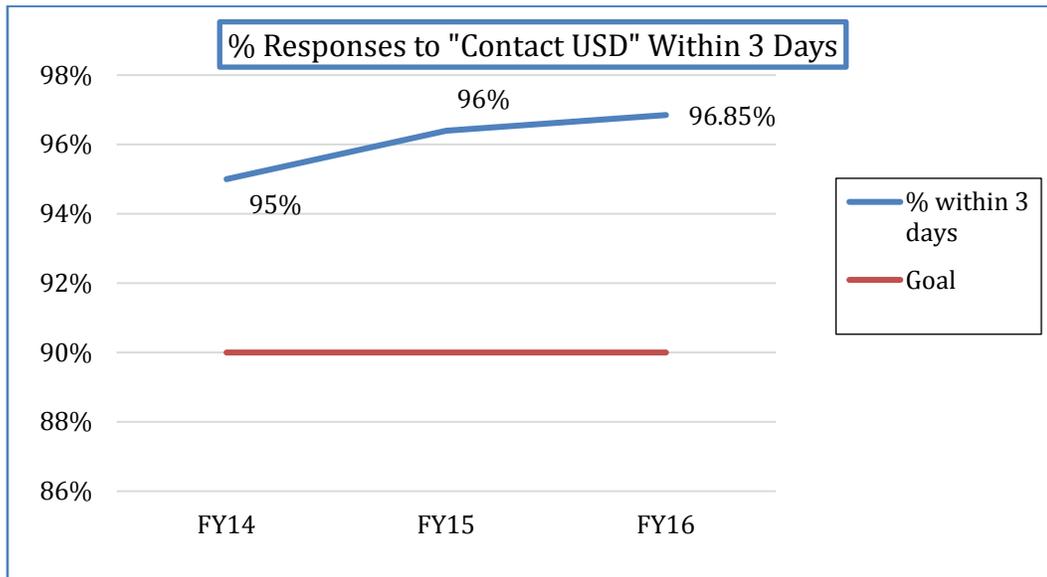
Responding to service calls from customers requires coordination between three teams: Customer Service, which takes the initial call and routes it to the proper staff person, the Maintenance-TV Team, which contacts the customer and takes appropriate action to resolve the problem, and the Total Productive Operations Team, which handles after-hour and weekend calls. The target to respond to a call, by either arriving on site or resolving the problem by phone, is 95% within one hour. In FY16, District staff responded to **97.5%** of all calls within one hour, with an average response time of just 31.5 minutes, while handling 244 recorded service call outs.



## *Response Time to "Contact USD" Email Inquiries*

Responding to email inquiries from ratepayers and other system stakeholders requires careful coordination between all District teams. The receptionist monitors the District email queue and logs all inquiries into an internal tracking tool. Based on the nature of the inquiry, the request is then routed to the most appropriate internal resource for response. Once the actual response has been made, the resource designated to respond updates the tracking tool so progress against the three day goal can be verified.

# USD FY16 Strategic Performance Report



## *Adverse Impacts on Customers*

The total number of customer adverse impacts reported came in at the maximum target of  $\leq 10$  issues in FY16. The ten issues reported throughout the year included a bubbled toilet, a sewer back-up in a residence, the Alvarado Boulevard sinkhole (which also counts as an occurrence in another measure), and multiple odor complaints leveraged against the treatment plant (most from a single residential source). There were also multiple odor complaints reported as stemming from the Collection System throughout the year; however, subsequent investigation reflected that the odors were not coming from USD field assets, therefore, no complaints were recorded.

## *Number of Planned Emergency Preparedness Activities*

Only two of the three planned activities targeted for this measure were completed in FY16 as previously indicated (page 7, paragraph 2).

## **Financial Objectives and Measures**

Financial objectives focus on the prudent and responsible management of public funds entrusted to the District, with measures focused on keeping sewer service charges (SSC) comparable to other local agencies with similar treatment processes, accurately controlling and tracking project and program costs against planned budgets, and globally ensuring that the District is always compliant with the ethical, legal, and regulatory requirements associated with finance.

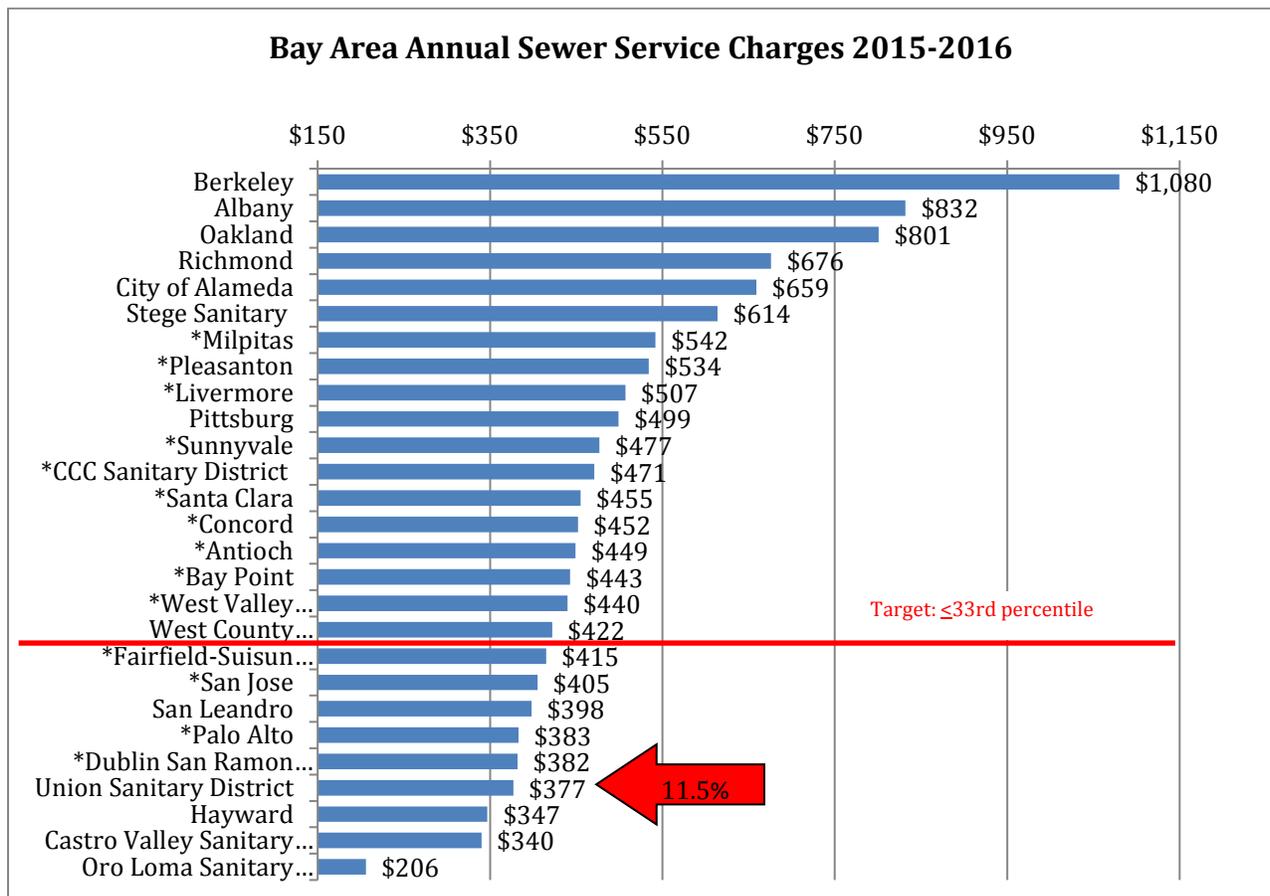
## *Actual Measures:*

- Residential SSC compared to surrounding areas
- Percent operating budget expended against plan
- Percent priority 1 special project expenditures against plan
- Number of regional projects/initiatives with financial benefit

# USD FY16 Strategic Performance Report

## Residential SSC Compared to Surrounding Areas

Despite minimal, but necessary sewer service charge increases to rate-payers in FY16, through accurate planning and attention to operational efficiency, the District continues to provide a high level of service at a to residents at a cost that is significantly lower than wastewater treatment rates evidenced in most surrounding service areas. This is achieved through continual improvement efforts resulting in ever-increasing operational efficiency. During FY16, the residential SSC was \$380.05, which is well under target at just the 11.5<sup>th</sup> percentile compared to other San Francisco Bay Area agencies, per our January, 2016 survey report.



\* Plants with tertiary treatment processes

## Percent Operating Budget Expended Against Plan

This measure tracks the efficiency of all operational projects as compared to the planned budget for those activities. In FY16, preliminary reporting reflects that 93% of planned expenditures were made against the target range of 95-103%. The final value for this measure will be re-calculated and reported once all statements are reconciled.

## Percent Priority 1 Special Project Expenditures Against Plan

This measure tracks the efficiency of critical (classified as priority 1 special) projects as compared to the planned budget for those activities. In FY16, preliminary reporting reflects that 78% of planned

# USD FY16 Strategic Performance Report

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expenditures were made against the target range of 80-110%. The final value for this measure will be re-calculated and reported once all statements are reconciled.

## *Number of Regional Projects/Initiatives With Financial Benefit*

The District seeks out opportunities to work with other agencies and organizations in ways that benefit the District. For FY16, the goal was to participate in at least three regional projects with financial benefit (same as the prior year). This goal was met through continued participation in the Bay Area Consortium of Water and Wastewater Education (BACWWE) operator training program, the Bay Area Chemical Consortium (BACC), and BAYWORK, a regional workforce development initiative focused on the water and wastewater industry. The District leverages these partnerships to reduce costs via the sharing of training resources/events, and taking advantage of collective bargaining power related to the purchase of chemicals necessary for our treatment processes.

## **Internal Process Objectives and Measures**

Internal process objectives focus on internal business processes critical to achieving the District's Mission, including, but not limited to, long-term project, financial, and workforce planning activities, the management and maintenance of District assets and infrastructure, appropriate use of technology, treatment process optimization, and environmental stewardship.

## *Actual Measures:*

- Number of critical asset failures without negative impacts
- Number of critical asset failures with negative impacts
- Percent annual asset renewal- Plant
- Percent annual asset renewal- Collection System
- Percent priority capital improvement projects, milestones met vs. planned
- Number of adverse impacts on the environment, including Category 1 sanitary sewer overflows (SSO's)
- Number of regional projects/initiatives with environmental benefit
- Number of Category 2/3 SSO's

A comprehensive listing of District projects and initiatives to increase efficiency can be found on the Strategic Initiatives Timeline (Appendix A) and on individual team and workgroup scorecards.

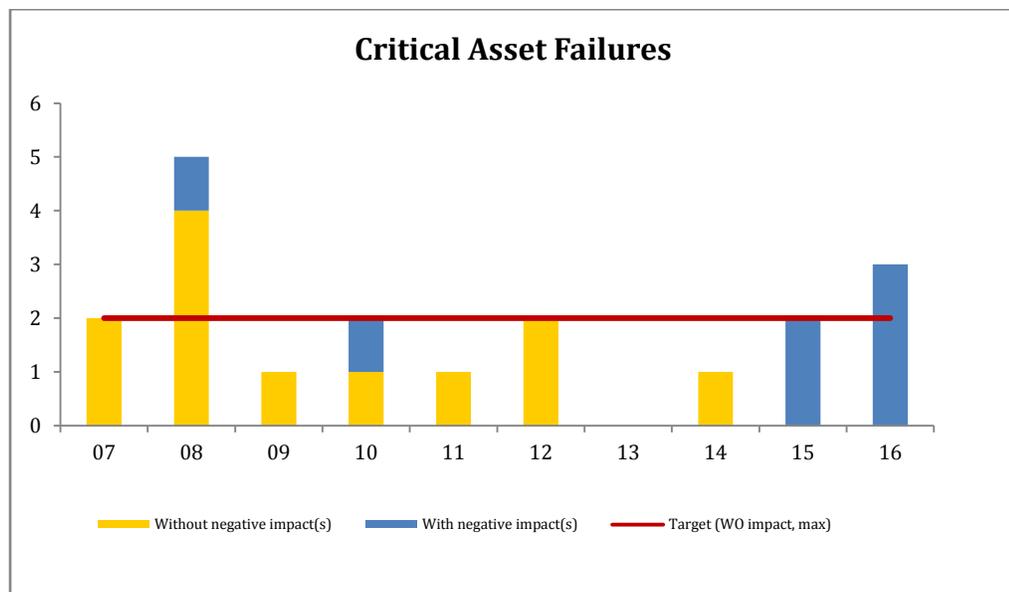
## *Number of Critical Asset Failures Without Negative Impacts*

This measure reflects the number of critical asset failures (plant, collection system, and pump station assets) from a pre-defined listing showing the minimum number of specific asset types necessary for the uninterrupted provision of service to District stakeholders that *had no negative impacts*. This is typically true because redundant equipment or alternative processes are available for service, functionally preventing any negative impacts from being felt in the system. This list is periodically reviewed by the Executive Team to ensure it' accuracy so that the District can always provide seamless service to our customers. In FY16, there were no instances of critical asset failure without negative impacts against the target of  $\leq 2$ .

# USD FY16 Strategic Performance Report

## *Number of Critical Asset Failures With Negative Impacts*

This measure reflects the number of critical asset failures (from the same listing referenced in “Number of Critical Asset Failures Without Negative Impacts” above) where District stakeholders were actually or had the potential to be impacted negatively throughout the year. Usually, this entails a critical asset failure of greater than 24 hours in duration, without redundant equipment or an alternative/equivalent process being available for continued “normal” service. In FY16, the Alvarado Boulevard sinkhole negatively impacted system stakeholders in Q2, as did recurring failures of our Co-Generation (Co-Gen) engines (when both units were down) throughout Q3 and Q4. These repeat Co-Gen failures were counted and annotated as one (1) failure per quarter, resulting in the total of three failures being reported for the year against the target of zero.



## *Percent Annual Asset Renewal- Plant*

This measure had not been calculated as of 8/9/16 as previously indicated in this report (page 7, paragraph 7). Once the analysis is completed and verified, the balanced scorecard and this report will be updated and that information communicated to stakeholders.

## *Percent Annual Asset Renewal- Collection System*

This measure had not been calculated as of 8/9/16 as previously indicated in this report (page 7, paragraph 7). Once the analysis is completed and verified, the balanced scorecard and this report will be updated and that information communicated to stakeholders.

## *Percent Priority Capital Improvement Projects, Milestones Met vs. Planned*

Only 63% of the activities targeted for this measure were completed in FY16, against the target of 85% as previously indicated (page 7, paragraph 8 and the CIP Projects Table on page 8).

## USD FY16 Strategic Performance Report

### *Number of Adverse Impacts on the Environment (Including Category 1 Sanitary Sewer Overflows)*

The Alvarado sinkhole impacted this measure in FY16, as previously indicated (page 7, paragraph 5).

### *Number of Regional Projects/Initiatives With Environmental Benefit*

As part of the strategic plan, the District seeks out opportunities to work with other agencies and organizations in ways that benefit the environment. For FY16, the goal was to participate in at least three regional projects with environmental benefit. In addition to participation in the Bay Area Pollution Prevention Group (BAPPG) and a variety of other regional pollution prevention and storm water activities managed by the Environmental Compliance Team, the District participated in a water conservation project with the Alameda County Water District and continued efforts to certify partner organizations as “Green Businesses.”

### *Number of Category 2/3 SSO's*

This measure reflects the annual number of Category 2 and 3 sanitary sewer overflows (SSO's) within the District's service area. The District was responsible for five total Category 3 (three) SSO's in FY16, against the target of ≤10 of both types per year. The SSO Table below (\*State Water Resources Control Board website) reflects the definitions for the three categories of overflows tracked. The District is “the enrollee” referenced in the table.

Category 1 spills are included in the USD measure, “Number of Adverse Impacts on the Environment” already described in this section.

SSO Table

CATEGORIES	Definitions
<b>CATEGORY 1</b>	<p>Discharges of untreated or partially treated wastewater of any volume resulting from an enrollee's sanitary sewer system failure or flow condition that:</p> <p>Reach surface water and/or reach a drainage channel tributary to a surface water; or</p> <p>Reach a municipal separate storm sewer system and are not fully captured and returned to the sanitary sewer system or not otherwise captured and disposed of properly. Any volume of wastewater not recovered from the municipal separate storm sewer system is considered to have reached surface water unless the storm drain system discharges to a dedicated storm water or ground water infiltration basin (e.g., infiltration pit, percolation pond).</p>
<b>CATEGORY 2</b>	<p>Discharges of untreated or partially treated wastewater of <b>1,000 gallons or greater</b> resulting from an enrollee's sanitary sewer system failure or flow condition that <b>do not</b> reach surface water, a drainage channel, or a municipal separate storm sewer system unless the entire SSO discharged to the storm drain system is fully recovered and disposed of properly.</p>
<b>CATEGORY 3</b>	<p>All other discharges of untreated or partially treated wastewater resulting from an enrollee's sanitary sewer system failure or flow condition.</p>

\*Source-[http://www.waterboards.ca.gov/water\\_issues/programs/ss/](http://www.waterboards.ca.gov/water_issues/programs/ss/)

# USD FY16 Strategic Performance Report

## Employee Growth & Development Objectives

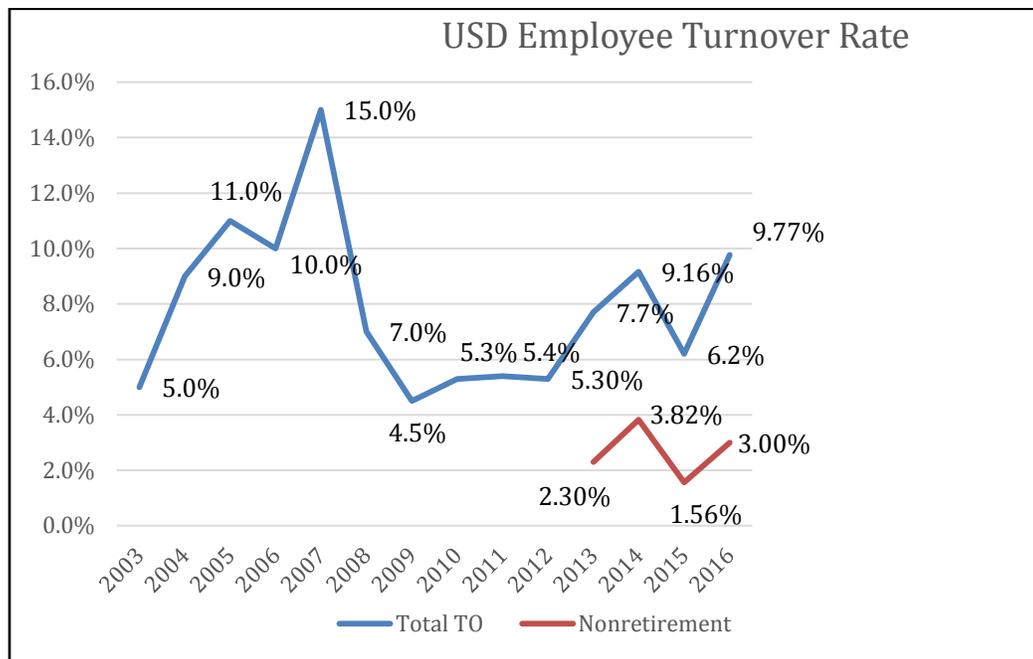
Employee growth and development objectives focus on employee training and maintaining a highly competent, flexible workforce, as well as protecting labor relations via the participative and collaborative employee-management culture of the District. This is accomplished by allowing employee engagement in planning and decision-making activities. Safety is measured in a separate, stand-alone scorecard (results later in this document) intended to demonstrate that safety is the top priority of the District.

### Actual Measures:

- Percent employee turnover; total and non-retirement
- Training milestones completed/updated
- Number of competency assessments completed in Collection Services
- Average percent non-management employees participating in District Task Forces and Committees
- Percent employees (non-management) participating in the Alternative Compensation program

### Percent Employee Turnover

This annually calculated measure shows the percent of total staff leaving the District, both through planned retirements and other separations. There is no goal for this measure, rather, it is tracked and reported for comparative reference year over year. In FY16, the District experienced 9.77% turnover, with 3% of that being voluntary, non-retirement separations (resignations).



### Training Milestones Completed/Updated

The target of 100% of planned activities for this measure was not met in FY16. As previously reported (page 7, paragraph 6).

# USD FY16 Strategic Performance Report

## *Number of Competency Assessments Completed in Collection Services*

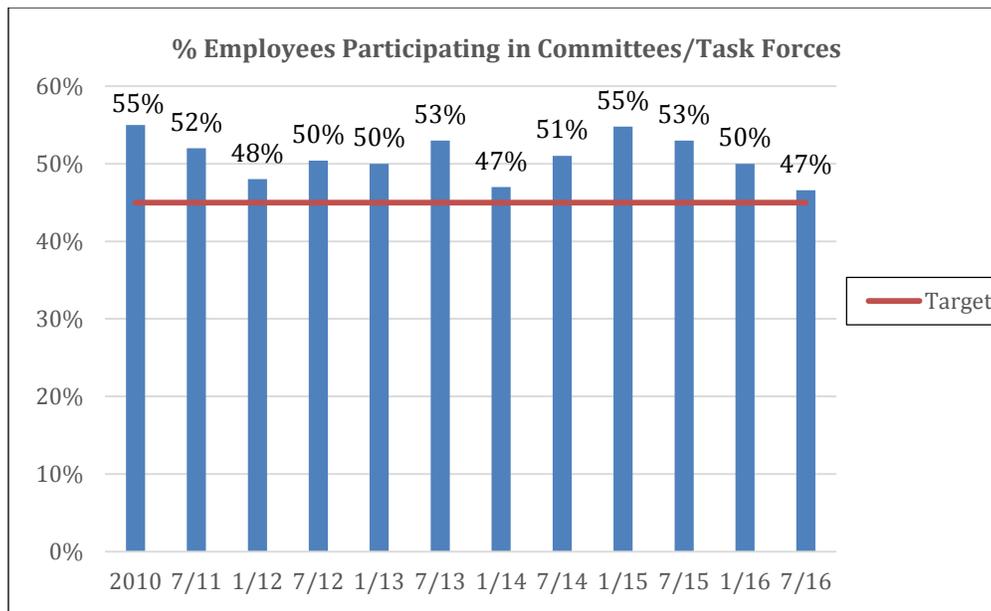
The target of 65 assessments for this measure was not met in FY16. As previously reported (page 7, paragraph 6).

## *Average Percent Non-Management Employees Participating in District Task Forces and Committees*

District employees are encouraged to contribute ideas for continuous improvement in a variety of ways. In addition to participating in the business of their work teams, employees have the opportunity to participate in standing committees and taskforces.



Participation is measured twice a year and the average is reported annually. 48.3% of non-management employees participated in at least one committee or taskforce in FY16, despite two large Committees being “retired” during the fiscal year.

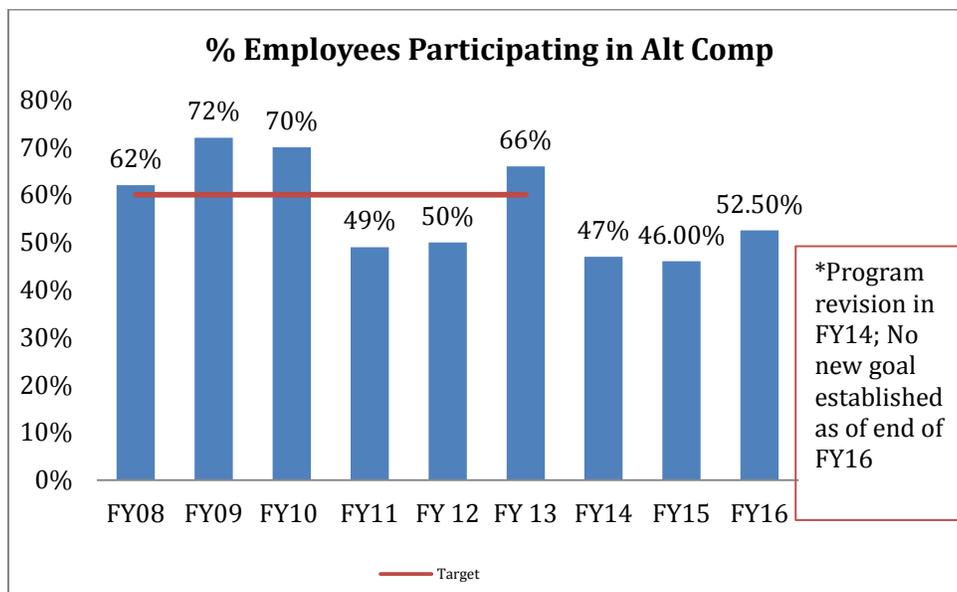


# USD FY16 Strategic Performance Report

## Percent Employees (Non-Management) Participating in the Alternative Compensation Program

This measure reflects the total number of non-management employees that elect to participate in the voluntary Alternate Compensation program. This program offers District teams with at least two interested Classified personnel the opportunity to identify, develop and work together on a rigorously documented project benefitting the District in a material way in one of more defined categories (workflow/process, financial, safety, green/environmental, improved workplace, or customer satisfaction). Applications for program inclusion are reviewed by classified employees (one from each work group) who ensure that program requirements are all met, and milestones and progress are then tracked throughout the year. Projects must be completed and verified by the last day of the fiscal year to merit awards associated with the program.

In FY16, 52.5% of non-management employees from ten District teams participated in the Alternate Compensation program, including both Classified and Unclassified staff. The program is currently under review and participation is tracked and reported on an annual basis, at the end of each fiscal year.



### FY16 Projects

Team	Project
FMC Mechanics	Emergency Contingency Plan for Transport System
CIP	Post- Earthquake Facilities Evaluation
EC	External Web Presence Improvement
Customer Service	Pipe Bursting Video Improvement Process
OST	Back-up Coverage Process
FIST	Kronos Timekeeping Project
MMT	Process for Ordering Employee Uniforms
Support	USD Critical Systems Reference
MTV	New Tires for Ques Tractor
R&S	Training Video for the Low Level Detection of Residual Chlorine

# USD FY16 Strategic Performance Report

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## *Safety Scorecard Results*

### **Performance Exceptions**

The District missed the targets on six measures in safety performance in FY16 (repeating FY15 performance). Four measures were missed in both FY15 and FY16. Associated processes are being carefully scrutinized and analyzed to determine if causal factors can be eliminated to prevent recurrence.

The target of zero lost time accidents was not met, as was the case in FY15. There were a total of two lost time injuries in FY16 (one less than last year), but they did not drive the total costs of lost-time above the targeted values for the “Wages Only” or Limited Duty/Other ½ Wages” measures, as was the case in FY15.



There were three incidents of vehicle or equipment damage in FY16 (the same as last year), against a goal of  $\leq 2$ ; however, the associated costs for the incidents were extremely low as only District assets sustaining negligible damage were involved.

The X-Mod was calculated as 1.01 in FY16 (down from 1.16 the prior year), which is technically over the targeted value of 1.0, despite showing considerable improvement and resulting in reduced insurance premiums. The value for FY17 has already been communicated, and it is now just 0.72; the lowest that the District has ever experienced.

District staff only made one benchmarking/best management practices site visit in FY16, against the target of  $\geq 2$  for the year; however, attempts were made to engage in information-sharing relationships with Coca-Cola Enterprises, PepsiCo (still a possibility), Tesla, and American Licorice, to no avail. Various reasons were cited for refusal to engage with the District by our prospects; timing, lack of personnel to accommodate our requests, and production schedule conflicts to be specific. The District will continue to pursue a long-term information-sharing relationship with a focus on safety in FY17.

Both the number of major safety training events offered and percentage of employees trained as planned missed targeted values in FY16. The only major safety training held was Hazmat Handler in Q2. The vacant TERPM position left a void throughout the remainder of the year. At year end, 77.8% of staff scheduled had received this necessary training; missing the goal of  $\geq 90\%$  being trained as planned.

Narrative details and some graphic representations of safety measures are provided below.

# USD FY16 Strategic Performance Report

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## **Safety Objectives and Measures**

Safety objectives focus on reducing the number of staff injuries and vehicle and equipment accidents/damage, including reducing negative impacts and costs associated with those events. Safety measures have been developed and refined over time to identify and support the correction of poor practices and potential hazards at the District, ensure that industry best practices for safety are implemented when practicable, educate employees in safe working practices, and maintain two-way communication between staff and management related to safety. All these activities are intended to support the positive safety culture and attitude exhibited throughout the District.

In order to keep striving for additional improvements in the District's safety record and associated measures, teams continue to discuss "near misses," debrief each accident, and develop resolutions to help avoid recurrence in the future. Resolutions are shared with all teams as lessons learned. The Executive Team reviews the District safety strategy at least six times per year and all teams review their work for potential hazards and identify ways to minimize risks on at least an annual basis. These team "safety strategies" have been very effective in engaging employees and increasing employee ownership of the safety program.

The Safety Recognition Program has been tentatively scheduled for re-evaluation by a joint union-management taskforce during FY17 to assess its continued suitability and effectiveness.

### *Actual Measures:*

- Number of total accidents with lost days
- Number of other OSHA reportable accidents
- Number of incidents of vehicle or equipment accidents/damage
- Costs associated with vehicle/equipment accidents
- Average full-time equivalent lost time
- Total costs: Lost time wages only
- Average FTE limited duty time
- Total costs: Limited duty/other ½ wages
- X-Mod
- Number facility safety (SIT) inspections completed
- Percent areas of concern identified in SIT inspections resolved within 45 days
- Number of work site inspections completed
- Number of benchmarking/best management practice site visits
- Number of safety related communications from the General Manager
- Number of major safety training events offered
- Average percentage of targeted employees trained versus plan
- Average percentage of positive responses on the employee safety survey

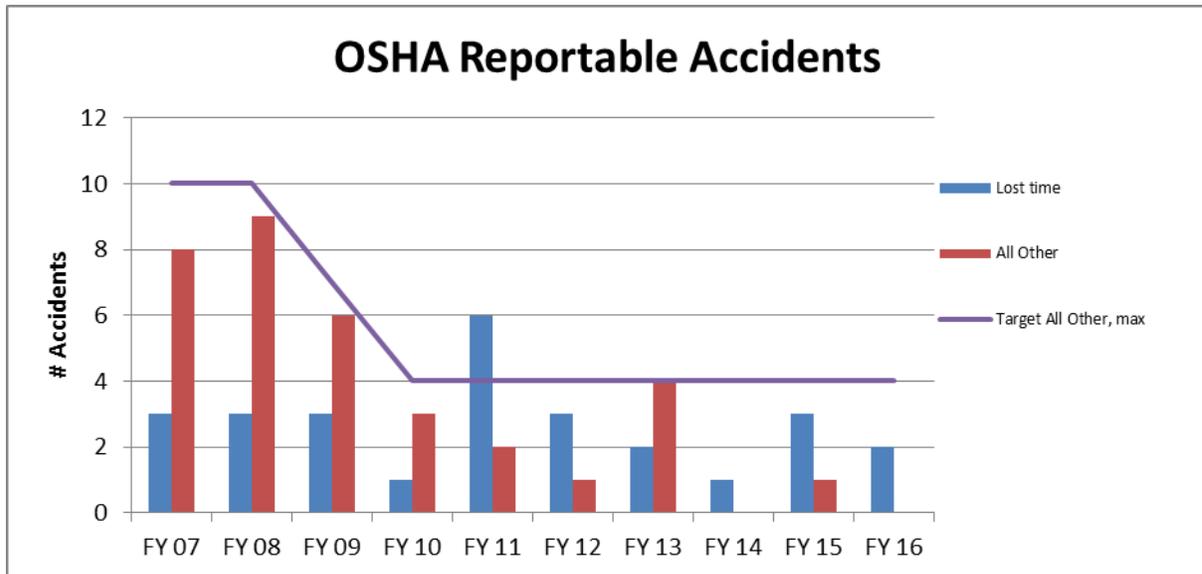
# USD FY16 Strategic Performance Report

## *Number of Total Accidents With Lost Days*

There were two accidents causing lost time in FY16, as previously indicated (page 18, paragraph 2).

## *Number of Other OSHA Reportable Accidents*

There were zero “other” OSHA reportable accidents or injuries evidenced in FY16, despite three very minor incidents where the affected employee declined medical treatment and no subsequent ill effects have been reported.



## *Number of Incidents of Vehicle or Equipment Accidents/Damage*

The District had three accidents/incidents of vehicle damage against the annual goal of  $\leq 2$  in FY16, as previously indicated (page 18, paragraph 3).

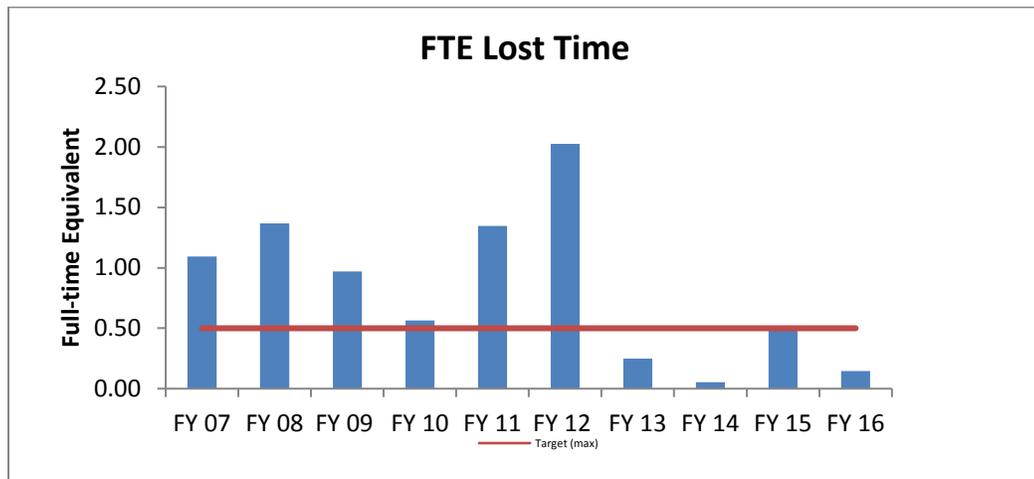
## *Costs Associated With Vehicle/Equipment Accidents*

The actual cost associated with the number of incidents of vehicle or equipment damage was just \$540 in FY16, against the target of  $\leq \$5000$ . Minor vehicular bumper damage resulting from a low speed collision between two District vehicles did not require repair, and another District vehicle incurred minor damage of unknown origin, not requiring repair. The costs for this measure were derived from damage to the plant backhoe (asset #M6366), which required 11.5 hours of in-house repair labor and \$540 in parts.

## *Average Full-Time Equivalent (FTE) Lost Time*

This measure reflects the impacts of accidents and injuries as expressed by full-time staff equivalents (a standard industry measure). In FY16, the average FTE for lost time was 0.145, against the annual target of  $\leq 0.5$  FTE.

# USD FY16 Strategic Performance Report



## Total Costs: Lost Time Wages Only

Only \$9882.79 was expended against the budgeted target of \$46,883 (just over 21% of the total target amount) for the costs of lost time wages in FY16.

## Average FTE Limited Duty Time

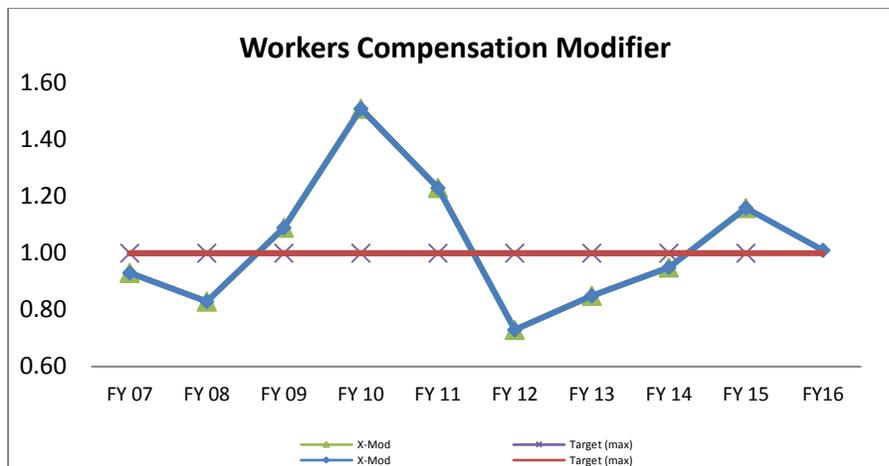
This measure reflects the impacts of accidents and injuries as expressed by limited duty staff equivalents (another standard industry measure). This tracks average hours for employees that have returned to work, but cannot fulfill all their normal duties. In FY16, the average FTE for limited duty time was 0.12, against the annual target of  $\leq 0.5$  FTE.

## Total Costs: Limited Duty/Other 1/2 Wages

Only \$4,775 was expended against the budgeted target of \$23,441 (just over 20% of the total target amount) for the costs of limited duty and other 1/2 time wages in FY16.

## X-Mod

The X-Mod was 1.01 against the target of 1.0 in FY16, as previously indicated (page 18, paragraph 4).



# USD FY16 Strategic Performance Report

## Number Facility Safety (SIT) Inspections Completed

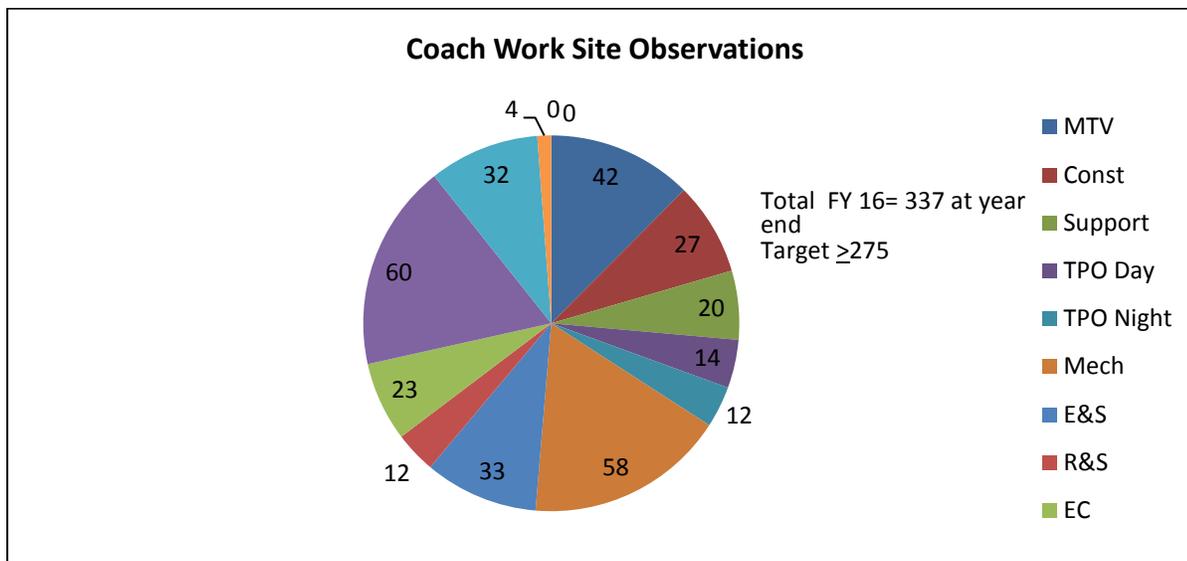
The Safety Committee (comprised of representatives from each team) performs scheduled quarterly facility safety (SIT) inspections in clearly delineated plant buildings and work areas, using “fresh” eyes to audit and record safety concerns for corrective action. The Committee completed the four inspections scheduled in FY16; with two being held in Q4 due to scheduling conflicts in Q3.

## Percent Areas of Concern Identified in SIT Inspections Resolved Within 45 Days

The observations and findings from the SIT inspections performed by the Safety Committee are documented and shared with affected teams for corrective action within 45 days. The percent completed in 45 days in FY16 was 90%, meeting the targeted value of  $\geq 90\%$ . The list of findings is now being reviewed year over year to ensure that causal factors for repeat issues in a given area are eliminated to prevent recurrence.

## Number of Work Site Inspections Completed

Each year, the District reviews the accidents and injuries in each work group and team. Based on that review, goals are established for team Coaches to perform a specific number of worksite or employee inspections/observations, to reinforce the District’s focus on safety and identify both positive and negative behaviors in the workplace. This enables teams to address actual and potential safety issues proactively. The Coaches performed 337 total inspections against the target of just 275 in FY16, taking the initiative to perform more because of the proliferation of new staff across the teams.



## Number of Benchmarking/Best Management Practice Site Visits

Historically, District staff has sought out peer agencies to visit and review their safety programs to determine whether any of their best practices might benefit the District. For the last few years, these visits continued; however, no practices were implemented as the District’s own practices were already superior. In FY16, only one of the two targeted visits occurred, so the program was changed to include organizations outside the industry that share labor intensive, complex, and machine dominant processes, as indicated previously (page 18, paragraph 5).

# USD FY16 Strategic Performance Report

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## *Number of Safety Related Communications From the General Manager*

The District measures the number of communications to staff issued by the General Manager throughout the course of the year. These communications may be via email, Town Hall meetings or at event presentations. This measure supports the District culture of open communication. In FY16, there were eight such communications, against the goal of four for the year. Qualifying events included the following:

- ❖ The Safety recognition BBQ for staff with opening remarks by the General Manager
- ❖ Emails on holiday safety tips, earthquake safety, the safety survey announcement and statement, various updates to days since an injury “counter” at the District, and site security
- ❖ A report out on the safety blog
- ❖ The Sink Mod live event with opening statements to staff about safety

## *Number of Major Safety Training Events Offered*

The District only offered one major safety training in FY16, against the target of seven such activities, as previously indicated (page 18, paragraph 6). Staff anticipates no issues with this measure in FY17, as the TERPM vacancy has been filled, resulting in necessary major safety trainings being identified, prioritized and scheduled for staff throughout FY17.

## *Average Percentage of Targeted Employees Trained Versus Plan*

Only 77.8% of the employees targeted for safety training received training against plan in FY16, as previously indicated (page 18, paragraph 6).

## *Average Percentage of Positive Responses on the Employee Safety Survey*

The District distributes a comprehensive, anonymous, bi-annual safety survey (issued to all employees), to gauge the level of awareness and compliance to published safety protocols and policies throughout the District. In FY16, the instrument was modified to more accurately reflect individual employee responses, based on feedback from prior year surveys.

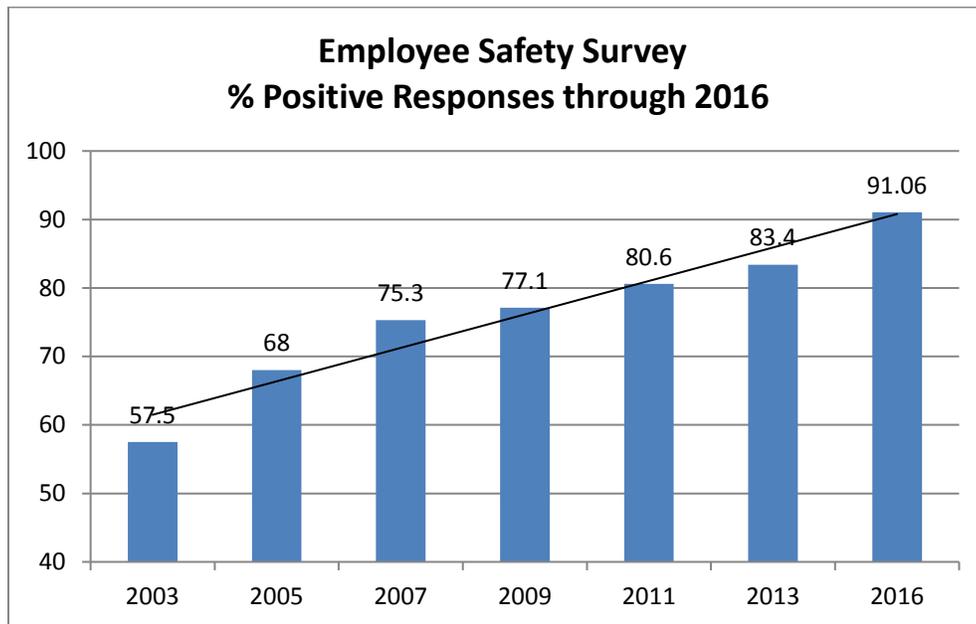
The information gathered is analyzed and reported to the Executive Team, then filtered by work group and team, and communicated to all staff. This feedback mechanism is considered a crucial element in our overall safety program.

In FY16, the survey had 109 respondents and the percent positive responses was 91.06% against the old target of 75%. This represents a continued upward trend in the overall awareness of and (self-reported) compliance to the safety program by staff (see graph below).

The target is now being re-evaluated through a continual improvement lens and the focus in FY17 will shift to engaging employees to improve the areas *not* receiving positive marks in the survey.

# USD FY16 Strategic Performance Report

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# USD FY16 Strategic Performance Report

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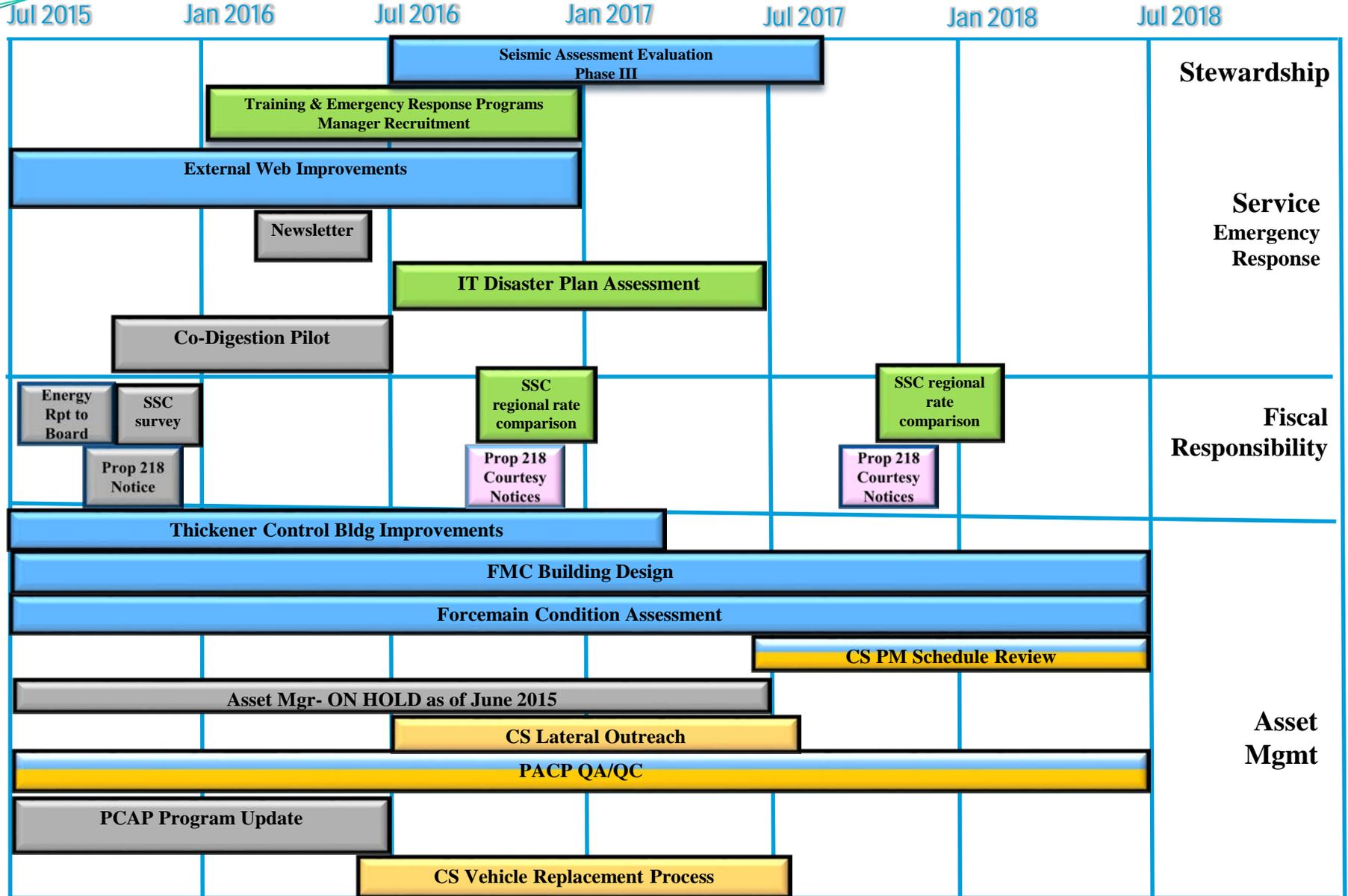
## *Appendix A: Strategic Initiatives Timeline*

Strategic initiatives are developed as an integral part of the District's strategic planning process and are currently documented via the Strategic Initiatives Timeline. Progress against milestones established is discussed during Executive Team meetings.

Completed initiatives in the following Strategic Initiatives Timeline are changed from the color legend reflecting the affected work group(s) to grey.

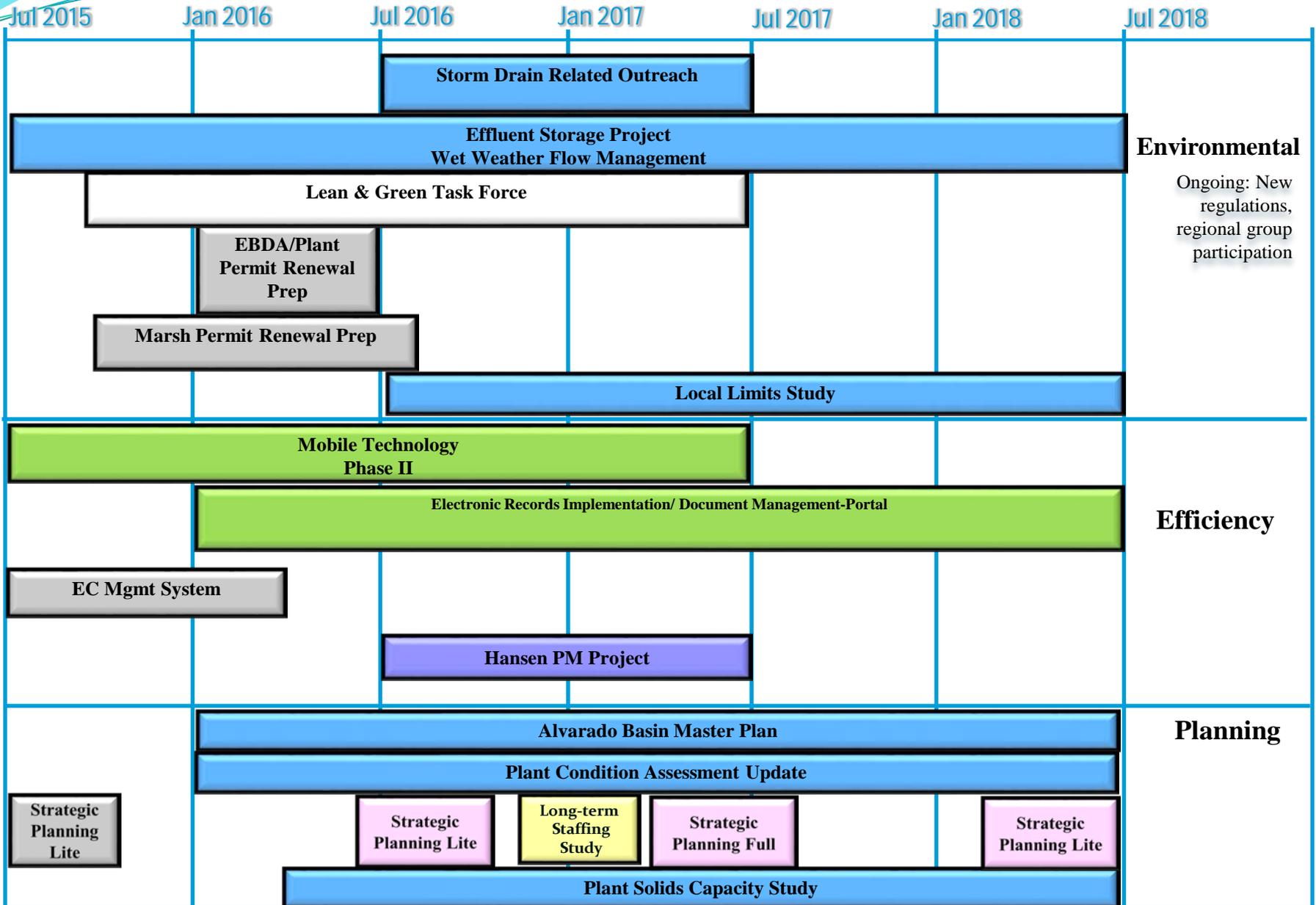
# Operational Excellence Timeline

FMC	TS/CS
Business Services	T&D
Collections System	Executive Team
Other Groups	JLMC



# Operational Excellence Timeline

FMC	TS/CS
Business Services	T&D
Collections System	Executive Team
Other Groups	JLMC



## Environmental

Ongoing: New regulations, regional group participation

## Efficiency

## Planning

FMC	TS/CS
Business Services	T&D
Collections System	Executive Team
Other Groups	JLMC

# Operational Excellence Timeline

Jul 2015

Jan 2016

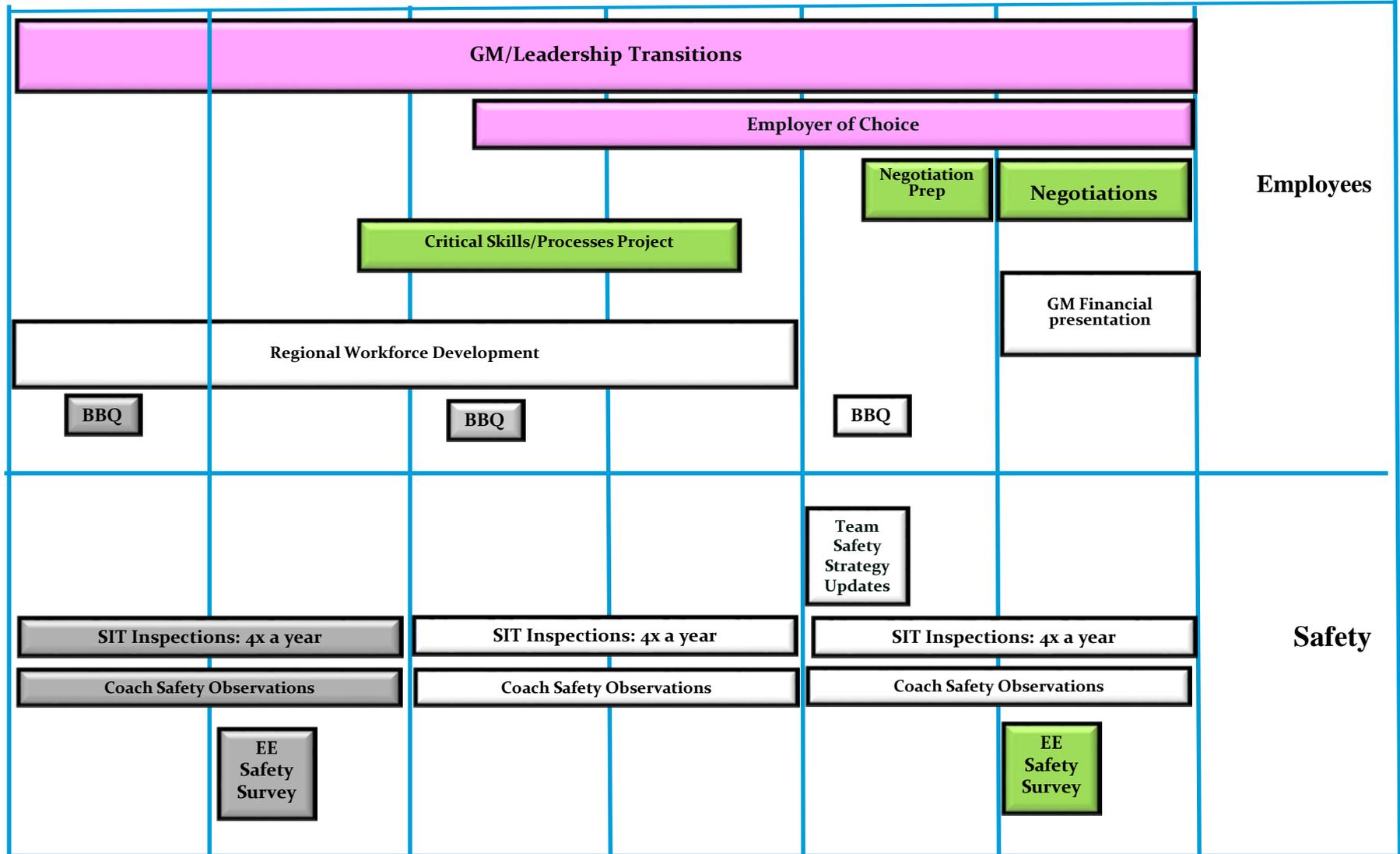
Jul 2016

Jan 2017

Jul 2017

Jan 2018

Jul 2018





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

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

Karen W. Murphy  
*Attorney*

**DATE:** August 15, 2016

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

**FROM:** Paul R. Eldredge, General Manager/District Engineer  
Pamela Arends-King, Business Services Work Group Manager/Chief Financial Officer

**SUBJECT:** Agenda Item No. 5c - Meeting of August 22, 2016  
Information Item: **BALANCED SCORECARD REPORT FOR THE BUSINESS SERVICES WORKGROUP**

**Recommendation:**

Information.

**Background:**

During the last fiscal year, the Board received reports from the Technical Services, Collection Services, Facilities Maintenance, and Treatment and Disposal Services Workgroups. The final report in this series is from the Business Services Work Group.

The Business Services Work Group is comprised of four teams: Organizational Support Team (OST), Financial Internal Support Team (FIST), Materials Management Team (MMT), and the Information Technology Team (IT<sup>2</sup>). The common focus of all four teams is to provide district-wide services to assist operational teams in fulfilling their core functions. The first document is an organizational chart of the Business Services Work Group. The subsequent attached documents are each team's balanced score card.

This fiscal year the Business Services Workgroup completed 3,900 days (10.68 years) without an injury.

Below is a short summary of each of the team's functional areas:

**OST** – This team provides services related to human resources, quality improvement, training and occupational health and safety. While the team incorporates a wide variety of functions, the team members have in common the delivery of services and consultation with all district staff. As such, a key performance measure is customer satisfaction with service levels.

**FIST** – This team is responsible for financial accounting, which includes financial statements, investments, budgeting, payroll, benefits, accounts payable, and accounts receivable. Their key measures are performance of the investment portfolio and timely processing of invoices.

**MMT** – This team purchases material and services, manages inventory in the warehouse, and processes liability claims. Their key BSC measures are related to maintaining stock for inventory items and timely delivery of requested materials.

**IT** – The Information Technology team maintains and replaces information infrastructure (desktops, switches, router, firewall, etc.) responds to help desk requests and manages IT Master Plan projects.

Staff will be available at the committee and Board meeting to answer questions concerning team scorecards.

# Business Services Work Group



\* Member of two teams.

**FY16 Balanced Scorecard**  
**Team: Organizational Support Team**  
**Report Date: June 30, 2016**

Objectives	Measures	FY 16 to date	Target	Comments/ Progress Toward Target	FY15	FY 14
<b>Customer Perspective:</b> Provide accurate, timely products, services and information specific to our customers' needs.	# of Recruitments closed per quarter	22	Track & Report	New in FY16; Retired previous measure % recruitments completed on time.	100%	100%
	# Tests administered in support of recruitments per quarter	13	Track & Report	New in FY16; Q1: 4 written exams and 1 performance test Q2: 1 written exam Q3: 3 written exams and 1 performance test Q4: 2 written exams (total 250 people and 9 sessions) and 1 performance test (2 days, 39 people)		
Provide Organizational Support (OPPM) Facilitation, Debriefing, Other Special Organizational Assistance requests received	# unplanned organizational support activities	34	Track & Report	New in FY16; defined as occurrences where OPPM is solicited to provide unplanned services by other teams/organizations; For Q1- CSDA, UC Chamber of Commerce and Green Business award work; Construction team debriefing(8/13); CS Trainer position proposal; Asset Management Program DRAFT Outline; CS Cues Equipment (external group) agenda development/facilitation; Trenchless Repair Debrief follow up (9/2); multiple team sessions on Employer of Choice; reconvene Lean Green TF; For Q2- TPO Training Article review/revision; FMC charter standardization/role clarification of Star Points; BSC efficiency and optimization meetings (multiple); SSO data collection/presentation for CS; Research/obtain contract operator proposal-FRM; developed Interactive Process Flowchart; orked with CS to Update Trenchless SOP; Q3- CS Norms, Charity Committee survey creation/analysis, CASA Conference roundtable facilitation, BAYWORK knowldege transfer toolkit, JLMC chartering, MMT flowcharts, Vactor replacement meeting planning/facilitation, Patterson Ranch incident debrief, revised District Response procedure, Survey for MMT, benchmarking inquiry response (on TPO training process)		
<b>Financial Perspective:</b> Maintain team expenses within budget	% Team budget spent	44.6%	<100%	Expecting conference charges in Q2	86.50%	79%
<b>Internal Process:</b> <i>Provide HR services:</i> Recruitment, EE Relations, Labor Relations Including minimizing organizational risk	% of recruitments completed by the agreed upon timelines	100%	100%	* Recruitments Completed Based on Start Date: Q1- 8; Q2 - 4; Q3 - 3; Q4 - 5. Total recruitments Completed FY - 20	100	100
<i>Provide OD Services:</i> Strategic Planning, BSC, Continuous Improvement, Team effectiveness	% BSC Usefulness (from survey of Quality SPs and mgmt)	NA	≥60%	New in FY16; every other year; redesigning survey	NA	63
	% BSC Awareness	NA	≥60%	New in FY16; every other year; resdesigning survey	NA	65

**FY16 Balanced Scorecard**  
**Team: Organizational Support Team**  
**Report Date: June 30, 2016**

Objectives	Measures	FY 16 to date	Target	Comments/ Progress Toward Target	FY15	FY 14
<i>Provide Training Services:</i> Development, Delivery, Assessment	Employee satisfaction with on-site training	4.35	≥3.6	Only 4 of 6 session surveys had responses,; however, comments reflected that staff liked the new training better than the prior sessions; TBD (need to calculate CS and other training ratings as of 5/9/16)	4.425	4.1
See Safety scorecard for: # safety training events delivered, % affected employees trained	# Surveys returned	24	Track & Report	New in FY16; Only Hazmat Handler offered in Q1 (6 sessions); low response rate; no mandatory safety training offered in Q2 (one make-up session); one flagger course in June with 8 responses		
<i>Assess Resource Needs for Handling Petty Cash</i>	# Petty Cash Transactions/ #quarter	147	Track & Report	New in FY16; <b>Q1:</b> to be used to determine impacts of task on overall workload; Highest per day during this period was 6 on 9/23/15. Transactions on 22 days out of the period; average is 1.5 per day. <b>Q2:</b> Highest per day during this period was 3 on 9 days. Transactions on 26 days out of the period; average is 1.85 per day. <b>Q3:</b> Highest per day during this period was 3 on 3 days. Transactions on 16 days out of the period; average is 1.6 per day. <b>Q4:</b> Highest per day during this period was 4 on 5/17/16. Transactions on 26 days out of the period; average is 1.65 per day.		
<i>Provide EOC Coordination:</i> Benchmarking, Overall Organization, and Coordination of EOC Related Activities	# Actionable Learnings in the EOC	NA	Track & Report	New in FY16; defined as # changes made to the USD EOC resulting from external training or collaborative site visits; TTPM left and vacancy has not yet been filled as of 10/6/15		
<b>EE Growth and Development:</b> Maintain or enhance our professional expertise	Team training plan milestones met/qtr	90.75%	≥ 90%	2 activities for OPPM planned and completed in Q1; WEFTEC and multiple webinars on Leadership; team needs to update their activities at end of each quarter; updated Q2 in May 2016;	100%	95%
Ensure that external training adds value	# Actionable Learnings in OST	1	Developing	New in FY16; defined as # presentations/infoshares (in or outside OST) by OST team members after attending external training; used water leadership material in USD Leadership School session on Leadership and personality styles.		

**FY16 Balanced Scorecard**  
**Team: Financial Internal Support Team**  
**Report Date: June 30, 2016**

Objectives	Measures	FY16		Target	Comments/ Progress Toward Target	FY15	FY14
Customer Satisfaction Survey	Positive Customer Responses	N/A	%	90%	Completed in FY14 received 50 employees' responses. Due again in FY17.	NA	92
Processing of Invoices	Percent of invoices paid on time	95.2	%	95%	The annual target was met.	94.2%	95.5%
Efficient Payroll Processing	Number of preventable adjustments per quarter	29	Total	20/qtr	Kronos timekeeping was implemented in Q2; as employees acimated to the new system the number of preventable adjustments reduced accordingly	21	18
Month End Close Done on Time	Number of days to close beyond SLA (5th working day of next month)	0	Days	0		0	0
Accurate Account Coding	Number of journal entries per month to correct	4	Avg. Entry per Mo.	10/mo.		3	5
Maintain Fiscal Responsibility	Benchmark of Portfolio	0.70	Diff.	within 1% of LAIF	The District continues to meet the target in investment yield-to-maturity comparison with LAIF.	0.2	0.14
Maintain Fiscal Responsibility	Audit Opinion	Interim audit is complete, no issues reported. Final is scheduled for 8/29-9/9.		Unmod. Opinion	FY16 audit is in progress; preparing for final audit.	Unmod. Opinion	Unqual. Opinion

**FY16 Balanced Scorecard**  
**Team: Materials Management Team**  
**Report Date: June 30, 2016**

Objectives	Measures	FY16	FY16 Target	Comments/ Progress Toward Target	FY15	FY14
<b>Customer Perspective:</b> Provide goods and services to all employees	See internal process measures					
<b>Financial Perspective:</b> Keep team operational costs within team budget	% of team budget spent	120.90%	<=100%		101.57%	128.09%
<b>Internal Process Perspective:</b> Maintain stock for all inventory items	% of requisitioned line items filled from stock	100.00%	98.00%		100.00%	100.00%
<b>Early or On-Time Deliveries</b> Monitor supplier item delivery performance	% early or on-time deliveries	95.05%	95%		97.98%	94.43%
<b>Learning and Growth:</b> Enhance employee skills	Completion of Scheduled Training Classes	75.78%	100%		100.00%	100.00%

**FY 16 Balanced Scorecard**  
**Team: Information Technology Team**  
**Report Date: June 30, 2016**

Objectives	Measures	FY16	Target	Comments	FY 15	FY 14
<b>Customer Perspective:</b> Provide timely solutions to requests for assistance	Percent of surveys responding that IT met or exceeded customer expectations.	99.48%	>= 97%	Q4 - 97 tickets closed, 41 surveys received ;FY16 - 446 tickets closed, 196 surveys received	98.58%	99.58%
	Percent of surveys responding that IT exceeded customer expectations.	85.2	>=65%		77.25%	81.36%
<b>Internal Process Perspective:</b> Maintain servers consistent with uptime specifications within IT Service Level Agreements	Average Percent Up Time for servers	99.94%	>= 99.9%	Q4 - 99.94% uptime	99.56%	99.80%
Complete project tasks as scheduled	External Website Improvement	2 of 4	Final Design Approval - Q2 Content Migration - Q4 Training - Q4 Go Live - Q4	Content Migration nearly completed. Training complete. Go Live pushed out to Q2 FY17.	3 of 5	4 of 5
	Hansen 8	2 of 3	Pilot Hansen 8 Mobile Solution- October 2014 Evaluate Infor's new Mobile App for Droid tablets - August 2015 Implement new Infor Mobile App – January 2016	Infor Mobile app configuration complete. Infor Mobile app implemented with TPO and FMC. CS pending tablet rollout.	In progress	1 of 2
	PBX Replacement	4 of 4	Award contract – Sept. 2015 Upgrade Network Infrastructure – Jan. 2016 Implement system – March 2016 Go Live – July 2016	New system implemented. Follow up phase added to convert the existing AT&T PRI circuits to SIP trunks so the entire call is digital (VOIP).		
	EC Mgmt System	3 of 3	UAT - Q1 Final data migration - Q1 GoLive - Q3	Project is completed.	In progress	3 of 4
	Time Keeping Replacement Project	6 of 6	1. Issue RFP- Q1 2. Select Preferred Vendor- Q1 3. Accept project plan and begin implementation- Q2 4. Training- Q4 5. UAT- Q4 6. Final Acceptance- Q1 FY16 (placeholder here only)	Project delay because of configuration changes to simplifier how employees enter their hours worked.	3 of 6	3 of 6
	Mobile Tech Phase I	1 of 2	Mobile Access to Proficy Portal and iFIX Implement remote access solution by September 2014	Tablet devices have been rolled out to TPO and FMC, pending rollout to CS.	In progress	1 of 2

**FY 16 Balanced Scorecard**  
**Team: Information Technology Team**  
**Report Date: June 30, 2016**

Objectives	Measures	FY16	Target	Comments	FY 15	FY 14
	CS GIS	10 of 13	Draft RFP, Potential Vendors, and Selection Committee - Q2 Issue RFP - Q2 RFP vendor questions addendum - Q2 Proposal deadline - Q3 Vendor Interviews - Q3 Vendor reference check - Q3 Vendor selection and agreement - Q3 Board authorization - Q3 Kick-off meeting Q3 Prototype - Q4 Pilot - Q4 Training, Start UAT - Q4 Complete UAT - Q4 Go Live - Q4	Pilot complete. Training and User Acceptance Testing to start Q1 FY 17.		
	SP 2013	Canceled	1 Complete requirement gathering FY16 Q2 2 Issue RFP FY16 Q2 3 Select Preferred Vendor FY16 Q2 4 Accept project plan and begin implementation FY16 Q3 5 Training FY16 Q3 6 UAT FY16 Q4 7 Final Acceptance FY16 Q4	Project starting in Q2 FY 16		
	SCADA Upgrade	2 of 5	Create Infrastructure Design – Sept. 2015 Purchase equipment – Oct. 2015 Implement system – Feb. 2016 Parallel Test – June 2016 Go-live – Sept. 2016	The infrastructure has been designed and built out. Working on configuring the servers.		
	SCADA Master Plan and SCADA Standards	4 of 4	1. Issue RFP- Q2 2. Select Contractor - Q2 3. Complete SCADA Standards Report - Q4 4. Complete SCADA Master Plan report - Q4	Finished project in Jan. 2016.	3 of 4	3 of 4
	ODMS	Canceled	1. Complete requirement gathering FY16 Q2 2. Issue RFP FY16 Q3 3. Select Preferred Vendor FY16 Q3 4. Hardware / Software purchase FY16 Q4 5. Accept project plan and begin implementation FY16 Q4 6. Training FY17 Q1 7. UAT FY17 Q1 8. Final Acceptance FY17 Q2	Project restrating in Q2 of FY 16	2 of 8	
<b>Learning and Growth:</b> Build and enhance technical and business skills.	Each team member will take job related classes based on the IT Training schedule and available funds.	100%	100%= 60 Hours Each	338.25 hours for entire IT team	67.00%	526.5



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

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

Karen W. Murphy  
*Attorney*

**DATE:** August 15, 2016

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

**FROM:** Paul R. Eldredge, General Manager/District Engineer  
Sami E. Ghossain, Manager of Technical Services  
Raymond Chau, CIP Coach  
Thomas Lam, Associate Engineer

**SUBJECT:** Agenda Item No. 8 - Meeting of August 22, 2016  
**Authorize the General Manager to Execute Task Order No. 4 with West Yost Associates to Provide Engineering Services During Construction of the Chemical Tanks and Piping Replacement Project**

### **Recommendation**

Staff recommends the Board authorize the General Manager to execute Task Order No. 4 with West Yost Associates (WYA) in the amount of \$82,919 to provide engineering services during construction of the Chemical Tanks and Piping Replacement Project (Project).

Funds for this project have been budgeted in the Renewal and Replacement Fund.

### **Background**

Staff identified several elements to improve the operation, maintenance and reliability of the sodium hypochlorite storage and pumping system located at the Alvarado Wastewater Treatment Plant. The most critical function of this system is to provide sodium hypochlorite for the Plant's final effluent disinfection process. This is accomplished with two sets of tanks and chemical metering pumps located at the Maintenance Shop Building (MSB) and the Odor Control Building (OCB). The final effluent is disinfected using sodium hypochlorite delivered from the MSB tanks to the Chlorine Contact Mixing Chamber prior to being discharged into the EBDA force main. The OCB tanks serve as a backup to the MSB tanks for final effluent disinfection in

addition to providing sodium hypochlorite to the odor control system and other processes throughout the Plant. See Figure 1 for the locations of these facilities.

In 2014, staff replaced the two high density polyethylene (HDPE) tanks located at the MSB with fiberglass-reinforced plastic (FRP) tanks when a leak was discovered on one of the tanks. These HDPE tanks were installed in 2000 and had surpassed their expected useful life of eight to ten years. The four existing HDPE tanks located at the OCB were also installed in 2000 and should be replaced.

The chemical metering pumps located at the MSB and the OCB have operated approximately seven years and have deteriorated due to the corrosive characteristic of sodium hypochlorite. Also, staff plans to revise the final effluent dosing method and will utilize the MSB and OCB systems simultaneously to supply sodium hypochlorite for disinfection. New metering pumps and a new programmable logic controller (PLC) at the MSB are necessary to meet the requirements of the change in the final effluent dosing method and to maintain the pumping capability of the systems.

Polyvinyl chloride (PVC) pipe is used for the piping system inside the OCB and within the tank enclosures located at the OCB and MSB. Maintenance staff has to frequently replace sections of the PVC piping due to leaks at the joints due to the failure of the PVC glue from exposure to sodium hypochlorite. The PVC piping at both OCB and MSB will be replaced with an advanced HDPE piping system which has proven to better withstand the corrosivity of the chemical and will result in a much longer service life than PVC. The primary advantage of the HDPE pipe system is that there are no glue-on joints as all of the pipes and fittings are heat-fused together.

The Project will include the following improvements at the Plant:

1. Replacement of four sodium hypochlorite tanks and PVC piping at the OCB tank enclosure.
2. Replacement of four chemical metering pumps and PVC piping in the OCB.
3. Replacement of two chemical metering pumps and PVC piping and electrical conduits and installation of a PLC at the MSB.
4. Installation of precast concrete trench from the MSB to the Chlorine Contact Mixing Chamber and a new chemical pipe that will transport sodium hypochlorite for final effluent disinfection.

WYA completed the design in June 2016. Staff advertised the Project in June 2016 and opened bids on July 26, 2016. The Board awarded the construction contract in the amount of \$2,101,633 to D. W. Nicholson Corporation on August 8, 2016. Staff will issue the Notice to Proceed in September 2016 and anticipates construction to be completed by November 2017. Staff will provide construction management and inspection services.

**Task Order No. 4**

The scope of services and fees of Task Order No. 4 are summarized below:

<b>Task</b>	<b>Task Description</b>	<b>Amount</b>
1	Project Management and Meetings	\$13,307
2	Submittals and Requests for Information	\$60,352
3	Change Order Assistance	\$9,260
<b>Task Order Not to Exceed Amount</b>		<b>\$82,919</b>

The task order's total not-to-exceed amount is 4% of the construction contract. For a project of this size and scope, staff expects the fee to be in the range of 4% to 5%. As a comparison, the table below summarizes the final fees and percentages of engineering services during construction of past plant projects.

<b>Project</b>	<b>Engineering Services During Construction Cost (A)</b>	<b>Construction Cost (B)</b>	<b>Percentage of A to B</b>
Headworks Improvements	\$71,019	\$1,827,115	3.9%
Emergency Outfall Improvements	\$49,805	\$1,088,889	4.6%
Thickener Nos. 3 and 4 Rehabilitation	\$71,491	\$1,453,461	4.9%

The task order amounts for the Project's agreement with WYA are summarized in the table below:

<b>Task Order / Amendment</b>	<b>Description of Work</b>	<b>Amount</b>
1	Preliminary Design Services	\$55,567
2	Design & Bid Period Services – (1) Plant Facilities Improvements Project and (2) Chemical Tanks and Piping Replacement Project.	\$318,074
Amendment No. 1 to Task Order No. 2	Additional Design Services – New ferrous chloride tank and pumps at the Degritter Building, new potable water tank at the plant, and PVC piping replacement within the chemical containment area at the Newark Pump Station. These items will be addressed in a future project.	\$37,445

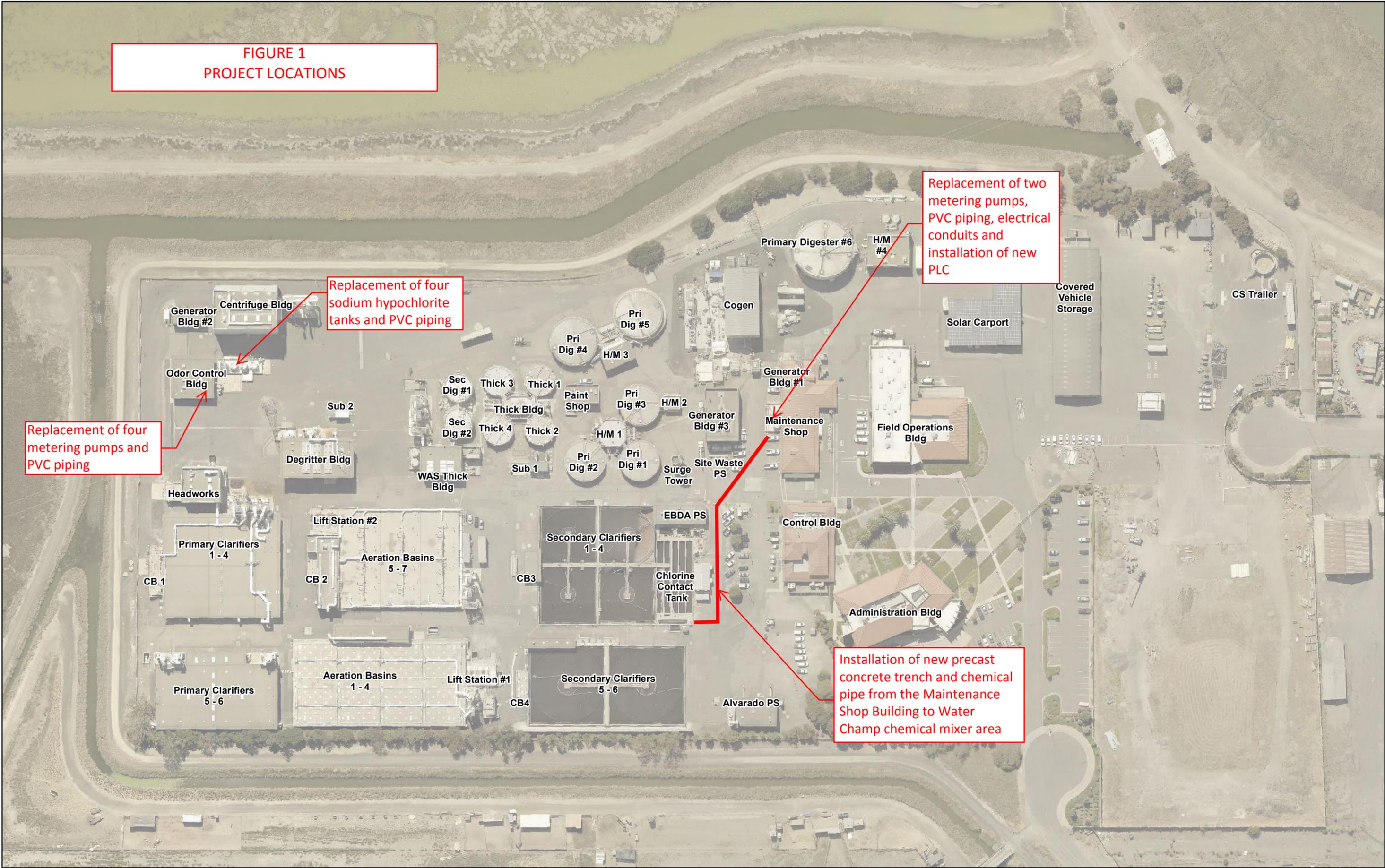
Task Order / Amendment	Description of Work	Amount
Amendment No. 2 to Task Order No. 2	Additional Design Services – Additional effort to address several issues including the change in the final effluent dosing method, changes in the chemical pipe trench and rack in the OCB, and replacement of the programmable logic controller in the MSB.	\$63,257
3	Engineering Services during Construction - Plant Facilities Improvements Project	\$62,965
4	Engineering Services during Construction - Chemical Tanks and Piping Replacement Project	\$82,919
<b>Total</b>		<b>\$620,227</b>

Staff recommends that the Board authorize the General Manager to execute Task Order No. 4 with West Yost Associates in the amount of \$82,919 to provide engineering services for the construction of the Chemical Tanks and Piping Replacement Project.

PRE/SEG/RC/TL;ks

Attachment: Figure 1 – Project Locations  
 Task Order No. 4

**FIGURE 1  
PROJECT LOCATIONS**



Replacement of four metering pumps and PVC piping

Replacement of four sodium hypochlorite tanks and PVC piping

Replacement of two metering pumps, PVC piping, electrical conduits and installation of new PLC

Installation of new precast concrete trench and chemical pipe from the Maintenance Shop Building to Water Champ chemical mixer area

**CHEMICAL TANKS AND PIPING REPLACEMENT PROJECT  
(USD Project No. 800-463)**

**TASK ORDER NO. 4**

**TO**

**AGREEMENT DATED NOVEMBER 13, 2014  
BETWEEN UNION SANITARY DISTRICT  
AND WEST YOST ASSOCIATES, INC. FOR  
PROFESSIONAL SERVICES**

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**1. PURPOSE**

The purpose of Task Order No. 4 is to authorize engineering services during the construction of the Chemical Tanks and Piping Replacement Project (Project).

Engineering services to be provided during construction include engineering support, attendance at meetings, submittal reviews, responses to requests for information and design clarification, review of change order requests, and site visits. These services are to be performed by the same engineers who worked on the design and possess detailed knowledge about the Project. The Union Sanitary District (District) will update record drawings based on markups provided by the Contractor and reviewed by the Construction Manager.

**2. SCOPE OF SERVICES**

The task numbers in this Scope of Services relate directly to the costs presented in Item 5, Payment to The Engineer, and the schedule presented in Item 6, Time of Completion. Deliverables to be received by District are described under each task item and outlined in Item 3, Deliverables, where applicable.

The services to be provided by the Engineer described in this Task Order are in conjunction with the following elements of the Project:

1. Replacement of four sodium hypochlorite tanks and associated piping at the Odor Control Building.
2. Replacement of the existing chemical metering pumps, piping and electrical conduits in the Odor Control Building Pump Room.

3. Replacement of the existing chemical metering pumps, piping, electrical conduits and installation of a CompactLogix PLC at the Maintenance Shop sodium hypochlorite tank enclosure.
4. Installation of precast concrete trench from the Maintenance Shop Building to Water Champ chemical mixer area.
5. Modification of the piping at the Water Champ chemical mixer area.

The scope does not include performance of services in relation to other elements of the work that show on the contract documents but were indicated at the time of advertisement were not to be included in the scope of the project.

### **Task 1. Project Management and On-Site Meetings/Site Visits**

This task includes providing construction assistance services as requested by the District including:

- Task 1.01 – Engineer shall provide project management and administration of the project. This task budget assumes a total labor requirement of 26 hours, of which includes 16 hours for Engineer’s subconsultants.
- Task 1.02 – Engineer shall attend on-site meetings or conduct site visits during construction as requested by the District to discuss construction progress, investigate problems or issues, to provide construction observations, advice and assistance, or to answer any questions which may arise concerning design intent and other matters affecting completion of the project. This task budget assumes a total labor requirement of 38 hours, of which includes 18 hours for Engineer’s subconsultants.

The total budget of Task 1 is \$13,307.

### **Task 2. Review of Submittals and RFIs**

This task includes providing construction assistance services as requested by the District including:

- Task 2.01 – Engineer shall respond to miscellaneous questions and queries from the Construction Manager during construction. This task budget assumes a total labor requirement a total of 72 hours, of which includes 52 hours for Engineer’s subconsultants.
- Task 2.02 – Engineer shall review submittals, shop drawings, certificates, substitutions, samples, test results, methods, schedules, and manufacturer’s installation instructions required to be submitted by the construction documents for conformance with the design concept and specifications. The labor requirement for this task budget has assumed that

there will be 29 original submittals at approximately 5 hours per submittal and 7 re-submittals at approximately 3 hours per submittal for a total of 166 hours which includes 66 hours for its subconsultants.

- Task 2.03 – Engineer shall review and respond to contractor’s requests for information and clarifications during construction. The labor requirement for this task budget has assumed that there will be 18 RFIs requiring an average effort of 3 hours per RFI for a total of 54 hours which includes 24 hours for its subconsultants.

The total budget of Task 2 is \$60,352.

### **Task 3. Change Order Assistance**

This task includes providing construction assistance services as requested by the District including:

- Task 3.01 – Engineer shall assist in the review of contractor change order requests during construction. This task budget assumes a total labor requirement of 15 hours which includes 7 hours for Engineer’s subconsultants.
- Task 3.02 – Engineer shall provide redesign efforts or technical assistance to the District leading up to change order preparation during construction. This task budget assumes a total labor requirement of 32 hours which includes 22 hours for Engineer’s subconsultants.

The total budget of Task 3 is \$9,260.

## **3. DELIVERABLES**

Project deliverables are listed below:

- Responses to submittals as required.
- Responses to RFIs as required.
- Upload information to the District’s online project management system, ProjectMates.

## **4. PROJECT COORDINATION**

All work related to this task order shall be coordinated through the District’s Project Manager, Thomas Lam.

## 5. PAYMENT TO THE ENGINEER

Compensation shall be on a time and materials cost basis for services provided under Article 2 of this Agreement in accordance with the Billing Rate Schedule (updated annually) contained in Task Order No. 1. The billing rate schedule is generally comparable to a labor multiplier of approximately 3.22.

The estimated costs for Tasks 1 through 3 are presented in Exhibit A. Total charges to the District shall not exceed the total cost of \$82,919 without written authorization from the District.

The following table summarizes all task orders and amendments, if any, including those previously executed under the Agreement, ending with this Task Order:

<b>Task Order / Amendment</b>	<b>Not to Exceed Amount</b>	<b>Board Authorization Required? (Yes/No)</b>	<b>District Staff Approval</b>
Task Order No. 1	\$55,567	No	Paul Eldredge
Task Order No. 2	\$318,074	Yes	Paul Eldredge
Amendment No. 1 to Task Order No. 2	\$37,445	No	Sami Ghossain
Amendment No. 2 to Task Order No. 2	\$63,257	Yes	Paul Eldredge
Task Order No. 3	\$62,965	Yes	Paul Eldredge
Task Order No. 4	\$82,919	Yes	Paul Eldredge
<b>Total</b>	<b>\$620,227</b>		

## 6. TIME OF COMPLETION

All work defined in Item 2 is scheduled for completion of work within three weeks after completion of construction of the Chemical Tanks and Piping Replacement Project. Anticipated construction completion date is November 2017.

## 7. KEY PERSONNEL

Key engineering personnel or subconsultants assigned to this Task Order are as follows:

<b>Role</b>	<b>Personnel/Subconsultant</b>
Principal-in-Charge	John D. Goodwin
Project Manager	James L. Waters
Project Engineers	Scott Heald
Structural Engineer	Michael Rojansky (Complete Project Solutions)
Electrical Engineer	Todd Beecher (Beecher Engineering, Inc.)

Key personnel shall not change except in accordance with Article 8 of the Agreement.

IN WITNESS WHEREOF, the parties hereto have made and executed this Task Order No. 4 as of \_\_\_\_\_ and therewith incorporated it as part of the Agreement.

ENGINEER:  
WEST YOST ASSOCIATES

DISTRICT:  
UNION SANITARY DISTRICT

By: \_\_\_\_\_  
John D. Goodwin  
Vice President

By: \_\_\_\_\_  
Paul R. Eldredge, P.E.  
General Manager / District Engineer

West Yost Associates	PE/PS/PG I \$222	SE/SS/SG II \$208	SCADD \$133	Labor		Drafting		Modeling		Sub. Beech	Sub. CPS	Costs		
				Hours	Fee	Hours	Fee \$25	Hours	Fee \$25			Sub. w/ markup 5%	Other Direct	Total Costs
<b>PROJECT: Chemical Tank &amp; Piping Replacement - Services during Construction</b>														
<b>Task 1</b>	<b>Project Management &amp; Meetings</b>													
1.01 Project Management	10			10	\$ 2,220					\$ 2,220	\$ 760	\$ 3,129		\$ 5,349
1.02 Meetings	20			20	\$ 4,440					\$ 2,590	\$ 760	\$ 3,518		\$ 7,958
<b>Subtotal, Task 1 (hours)</b>	<b>30</b>	<b>0</b>	<b>0</b>	<b>30</b>		<b>0</b>		<b>0</b>						
<b>Subtotal, Task 1 (\$)</b>	<b>\$ 6,660</b>				<b>\$ 6,660</b>					<b>\$ 4,810</b>	<b>\$ 1,520</b>	<b>\$ 6,647</b>		<b>\$ 13,307</b>
<b>Task 2</b>	<b>Submittals and RFIs</b>													
2.01 Informal queries & communications	20			20	\$ 4,440					\$ 8,880	\$ 760	\$ 10,122		\$ 14,562
2.02 Submittal Review	50	50		100	\$ 21,500					\$ 7,770	\$ 4,560	\$ 12,947		\$ 34,447
2.03 RFI Responses	30			30	\$ 6,660					\$ 3,700	\$ 760	\$ 4,683		\$ 11,343
<b>Subtotal, Task 2 (hours)</b>	<b>100</b>	<b>50</b>	<b>0</b>	<b>150</b>		<b>0</b>		<b>0</b>						
<b>Subtotal, Task 2 (\$)</b>	<b>\$ 22,200</b>	<b>\$ 10,400</b>			<b>\$ 32,600</b>					<b>\$ 20,350</b>	<b>\$ 6,080</b>	<b>\$ 27,752</b>		<b>\$ 60,352</b>
<b>Task 3</b>	<b>Change Order Assistance</b>													
3.01 Change Order Request Review	8			8	\$ 1,776					\$ 555	\$ 760	\$ 1,381		\$ 3,157
3.02 Change Order Preparation	2	4	4	10	\$ 1,808					\$ 3,330	\$ 760	\$ 4,295		\$ 6,103
<b>Subtotal, Task 3 (hours)</b>	<b>10</b>	<b>4</b>	<b>4</b>	<b>18</b>		<b>0</b>		<b>0</b>						
<b>Subtotal, Task 3 (\$)</b>	<b>\$ 2,220</b>	<b>\$ 832</b>	<b>\$ 532</b>		<b>\$ 3,584</b>					<b>\$ 3,885</b>	<b>\$ 1,520</b>	<b>\$ 5,676</b>		<b>\$ 9,260</b>
<b>TOTAL (hours)</b>	<b>140</b>	<b>54</b>	<b>4</b>	<b>198</b>		<b>0</b>		<b>0</b>						
<b>TOTAL (\$)</b>	<b>\$ 31,080</b>	<b>\$ 11,232</b>	<b>\$ 532</b>		<b>\$ 42,844</b>					<b>\$ 29,045</b>	<b>\$ 9,120</b>	<b>\$ 40,075</b>		<b>\$ 82,919</b>

Estimated Staff Hours and Budget Complete Project Solutions, Inc (CPS) PROJECT:		Labor			Costs	
		Struc Engr \$190	Hours	Fee	Other Direct	Total Costs
<b>Task 1.0</b>	<b>Project Management &amp; Meetings</b>					
	1.01 Project Management	4	4	\$ 760		\$ 760
	1.02 Meetings	4	4	\$ 760		\$ 760
	<b>Subtotal, Task 1 (hours)</b>	<b>8</b>	<b>8</b>			
	<b>Subtotal, Task 1 (\$)</b>	<b>\$ 1,520</b>		<b>\$ 1,520</b>		<b>\$ 1,520</b>
<b>Task 2.0</b>	<b>Submittals and RFIs</b>					
	2.01 Informal queries & communications	4	4	\$ 760		\$ 760
	2.02 Submittal Review	24	24	\$ 4,560		\$ 4,560
	2.03 RFI Responses	4	4	\$ 760		\$ 760
	<b>Subtotal, Task 2 (hours)</b>	<b>32</b>	<b>32</b>			
	<b>Subtotal, Task 2 (\$)</b>	<b>\$ 6,080</b>		<b>\$ 6,080</b>		<b>\$ 6,080</b>
<b>Task 3.0</b>	<b>Change Order Assistance</b>					
	3.01 Change Order Request Review	4	4	\$ 760		\$ 760
	3.02 Change Order Preparation	4	4	\$ 760		\$ 760
	<b>Subtotal, Task 3 (hours)</b>	<b>8</b>	<b>8</b>			
	<b>Subtotal, Task 3 (\$)</b>	<b>\$ 1,520</b>		<b>\$ 1,520</b>		<b>\$ 1,520</b>
<b>TOTAL (hours)</b>		<b>48</b>	<b>48</b>			
<b>TOTAL (\$)</b>		<b>\$ 9,120</b>		<b>\$ 9,120</b>		<b>\$ 9,120</b>

Estimated Staff Hours and Budget Beecher Engineering (Beech) PROJECT:		Labor			Costs	
		Elec Engr \$185	Hours	Fee	Other Direct	Total Costs
<b>Task 1.0</b>	<b>Project Management &amp; Meetings</b>					
1.01 Project Management	12	12	\$ 2,220		\$ 2,220	
1.02 Meetings	14	14	\$ 2,590		\$ 2,590	
<b>Subtotal, Task 1 (hours)</b>	<b>26</b>	<b>26</b>				
<b>Subtotal, Task 1 (\$)</b>	<b>\$ 4,810</b>		<b>\$ 4,810</b>		<b>\$ 4,810</b>	
<b>Task 2.0</b>	<b>Submittals and RFIs</b>					
2.01 Informal queries & communications	48	48	\$ 8,880		\$ 8,880	
2.02 Submittal Review	42	42	\$ 7,770		\$ 7,770	
2.03 RFI Responses	20	20	\$ 3,700		\$ 3,700	
<b>Subtotal, Task 2 (hours)</b>	<b>110</b>	<b>110</b>				
<b>Subtotal, Task 2 (\$)</b>	<b>\$ 20,350</b>		<b>\$ 20,350</b>		<b>\$ 20,350</b>	
<b>Task 3.0</b>	<b>Change Order Assistance</b>					
3.01 Change Order Request Review	3	3	\$ 555		\$ 555	
3.02 Change Order Preparation	18	18	\$ 3,330		\$ 3,330	
<b>Subtotal, Task 3 (hours)</b>	<b>21</b>	<b>21</b>				
<b>Subtotal, Task 3 (\$)</b>	<b>\$ 3,885</b>		<b>\$ 3,885</b>		<b>\$ 3,885</b>	
[REDACTED]						
<b>TOTAL (hours)</b>	<b>157</b>	<b>157</b>				
<b>TOTAL (\$)</b>	<b>\$ 29,045</b>		<b>\$ 29,045</b>		<b>\$ 29,045</b>	

**UNION SANITARY DISTRICT  
CHECK REGISTER  
07/29/2016-08/11/2016**

<b>Check No.</b>	<b>Date</b>	<b>Invoice No.</b>	<b>Vendor</b>	<b>Description</b>	<b>Invoice Amt</b>	<b>Check Amt</b>
161857	8/4/2016	20694	MCGUIRE & HESTER	ALVARADO BLVD SEWER MAIN REPAIR	\$1,449,122.00	\$1,449,122.00
161840	8/4/2016	6252	DW NICHOLSON CORP	PLANT FACILITIES IMPROVEMENTS	\$198,755.51	\$345,721.11
	8/4/2016	6256		MCC & PLC REPLACEMENT - PHASE 3	\$124,998.86	
	8/4/2016	6198		HIGH SPEED AERATION BLOWER	\$21,966.74	
161872	8/4/2016	30104080	SYNAGRO WEST LLC	JUNE 2016 BIOSOLIDS DISPOSAL	\$60,613.40	\$60,613.40
161847	8/4/2016	31963	HARRIS & ASSOCIATES	NEWARK BACKYARD SS RELOCATION - PHASE 3	\$31,932.50	\$31,932.50
161863	8/4/2016	761520160726	PACIFIC GAS AND ELECTRIC	SERV TO 07/25/16 NEWARK PS	\$24,247.78	\$24,272.03
	8/4/2016	224720160722		SERV TO 07/21/16 CS TRAINING TRAILER	\$24.25	
161898	8/11/2016	5498	CDW GOVERNMENT LLC	FY16 NETWORK R&R	\$8,455.36	\$17,215.65
	8/11/2016	759		NEW UPS FOR DR CABINET IN DEWATERING BLDG	\$6,101.51	
	8/11/2016	4511		FY17 R&R SWITCH	\$350.90	
	8/11/2016	DRL1278		FY17 R&R SWITCH	\$2,277.28	
	8/11/2016	4506		3 APC ADAPTERS	\$30.60	
161897	8/11/2016	150609	CAROLLO ENGINEERS	HIGH SPEED AERATION BLOWER	\$1,261.05	\$15,575.72
	8/11/2016	150598		PLANT SOLIDS SYSTEM/CAPACITY ASSESSMENT	\$14,314.67	
161838	8/4/2016	1765672A	DELTA DENTAL SERVICE	JULY 2016 DENTAL	\$1,515.89	\$12,973.89
	8/4/2016	1765672C		JULY 2016 DENTAL	\$11,458.00	
161832	8/4/2016	150204	CAROLLO ENGINEERS	FREMONT & PASEO PADRE LS IMPROVEMENTS	\$12,138.30	\$12,138.30

**UNION SANITARY DISTRICT  
CHECK REGISTER  
07/29/2016-08/11/2016**

<b>Check No.</b>	<b>Date</b>	<b>Invoice No.</b>	<b>Vendor</b>	<b>Description</b>	<b>Invoice Amt</b>	<b>Check Amt</b>
161820	8/4/2016	4071036120160715	ALAMEDA COUNTY WATER DISTRICT	SERV TO: 07/15/16-BENSON ROAD	\$10,714.94	\$10,714.94
161894	8/11/2016	203329	BURKE, WILLIAMS & SORENSON LLP	GENERAL LEGAL/CIP - JUNE 2016	\$1,754.48	\$10,124.53
	8/11/2016	203328		GENERAL LEGAL - JUNE 2016	\$8,370.05	
161833	8/4/2016	6560	CDW GOVERNMENT LLC	ROUTER WICS & TOOLS FOR AT&T MIGRATION	\$8,791.20	\$8,791.20
161835	8/4/2016	303243	COMTEL SYSTEMS TECHNOLOGY	VEHICLE GATE PEDESTAL WORK	\$8,415.44	\$8,415.44
161818	8/4/2016	65988	3T EQUIPMENT COMPANY INC	12 PIPEPATCH KIT - WINTER & 1 INSTALLATION KIT	\$7,980.65	\$8,049.70
	8/4/2016	65989		ASTD PARTS & MATERIALS	\$69.05	
161856	8/4/2016	37432220160801	LINCOLN NATIONAL LIFE INS COMP	LIFE & DISABILITY INSURANCE - AUG 2016	\$7,830.79	\$7,830.79
161873	8/4/2016	758199	UNIVAR USA INC	5,009 GALS SODIUM HYPOCHLORITE	\$2,212.22	\$6,563.80
	8/4/2016	758573		5,010 GALS SODIUM HYPOCHLORITE	\$2,212.67	
	8/4/2016	758187		4,843 GALS SODIUM HYPOCHLORITE	\$2,138.91	
161937	8/11/2016	759011	UNIVAR USA INC	4,801 GALS SODIUM HYPOCHLORITE	\$2,120.37	\$6,546.16
	8/11/2016	760338		5,011 GALS SODIUM HYPOCHLORITE	\$2,213.12	
	8/11/2016	759959		5,010 GALS SODIUM HYPOCHLORITE	\$2,212.67	
161906	8/11/2016	176	FORMULA DESIGN	PUBLIC WEBSITE IMPROVEMENTS	\$6,000.00	\$6,000.00
161942	8/11/2016	36981	WECO INDUSTRIES LLC	REPAIR OF MP2020 ROBOT CAMERA	\$1,730.58	\$5,582.78
	8/11/2016	36983		REPAIR OF OZII CZ300 ROBOT CAMERA	\$2,675.32	
	8/11/2016	36982		REPAIR OF MP2020 ROBOT CAMERA	\$1,176.88	

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161867	8/4/2016	22216	RMC WATER AND ENVIRONMENT	ALVARADO BASIN SEWER MASTER PLAN UPDATE	\$2,836.25	\$5,334.75
	8/4/2016	22165		AS NEEDED SUPPORT FOR PRETREATMENT PROGRAM	\$2,498.50	
161891	8/11/2016	8368097	AT&T	SERV: 06/20/16 - 07/20/16	\$176.69	\$4,639.88
	8/11/2016	8105706		SERV: 04/20/16 - 05/19/16	\$2,110.01	
	8/11/2016	8368073		SERV: 06/20/16 - 07/19/16	\$19.31	
	8/11/2016	8236755		SERV: 05/20/16 - 06/19/16	\$2,314.43	
	8/11/2016	7846289		SERV: 02/20/16 - 03/20/16	\$19.44	
161918	8/11/2016	7648	MARY LATIMORE	REFUND # 19156	\$4,487.50	
161882	8/11/2016	66018	3T EQUIPMENT COMPANY INC	4 PIPEPATCH KIT - WINTER	\$4,360.28	\$4,360.28
161885	8/11/2016	4105755820160729	ALAMEDA COUNTY WATER DISTRICT	SERV TO: 07/29/16-MTR HYD 15210655	\$674.40	\$4,248.29
	8/11/2016	4105755420160729		SERV TO: 07/29/16-MTR HYD 29389785	\$497.66	
	8/11/2016	4105755720160729		SERV TO: 07/29/16-MTR HYD 19866542	\$526.52	
	8/11/2016	4105755520160729		SERV TO: 07/29/16-MTR HYD 19866544	\$692.43	
	8/11/2016	4105755620160729		SERV TO: 07/29/16-MTR HYD 18486436	\$688.83	
	8/11/2016	4105756020160729		SERV TO: 07/29/16-MTR HYD 33481982	\$670.79	
	8/11/2016	4105755320160729		SERV TO: 07/29/16-MTR HYD 19866546	\$497.66	
161830	8/4/2016	639877	BRENNTAG PACIFIC, INC.	2564 LBS SODIUM HYDROXIDE	\$1,332.54	
	8/4/2016	639878		1282 LBS SODIUM HYDROXIDE	\$666.26	
	8/4/2016	641328		3846 LBS SODIUM HYDROXIDE	\$1,998.80	

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161926	8/11/2016	1062460	POLYDYNE INC	42,180 LBS CLARIFLOC WE-539	\$3,990.23	\$3,990.23
161895	8/11/2016	29374	CALIFORNIA WATER TECHNOLOGIES	42,640 LBS FERROUS CHLORIDE	\$3,796.44	\$3,796.44
161831	8/4/2016	29355	CALIFORNIA WATER TECHNOLOGIES	43,320 LBS FERROUS CHLORIDE	\$3,691.36	\$3,691.36
161934	8/11/2016	7202	ST. JAMES THE APOSTLE	REFUND # 19155	\$3,300.00	\$3,300.00
161941	8/11/2016	8479	W HOUSE SUSHI	REFUND # 19141	\$3,300.00	\$3,300.00
161879	8/4/2016	3633505	WESTERN ENERGY SYSTEMS	2 ROD L/H THREAD & 2 ROD R/H THREAD	\$95.33	\$3,282.83
	8/4/2016	3635441		JENBACHER OPT TRAINING, WI - SHONG & TATOLA	\$3,187.50	
161877	8/4/2016	20160801	VISION SERVICE PLAN - CA	AUGUST 2016 VISION STMT	\$3,248.64	\$3,248.64
161914	8/11/2016	3592820160808	HASLER INC.	POSTAGE BY PHONE - TMS 35928	\$3,000.00	\$3,000.00
161839	8/4/2016	327965	DLT SOLUTIONS, LLC	ANNUAL AUTOCAD SOFTWARE SUPPORT AND MAINT	\$2,638.25	\$2,638.25
161913	8/11/2016	1699679	HANSON AGGREGATES INC	8.24 TONS 1/2 MED TYPE A AC-R	\$621.76	\$2,637.46
	8/11/2016	1699228		10.65 TONS 1/2 MED TYPE A AC-R	\$801.21	
	8/11/2016	1700130		8.60 TONS 1/2 MED TYPE A AC-R	\$1,214.49	
161824	8/4/2016	8284	AMEC FOSTER WHEELER	REFUND # 19119	\$2,500.00	\$2,500.00
161935	8/11/2016	3310319477	STAPLES CONTRACT & COMMERCIAL	ASTD OFFICE & BREAKROOM SUPPLIES - INVENTORY	\$584.72	\$2,478.46
	8/11/2016	3310319480		ASTD JANITORIAL & BREAKROOM SUPPLIES - INVENTORY	\$47.19	
	8/11/2016	3310319478		ASTD OFFICE & BREAKROOM SUPPLIES - INVENTORY	\$114.44	
	8/11/2016	3310319481		ASTD JANITORIAL & BREAKROOM SUPPLIES - INVENTORY	\$981.42	
	8/11/2016	3310319479		ASTD JANITORIAL & BREAKROOM SUPPLIES - INVENTORY	\$750.69	

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161903	8/11/2016	62907	ENVIRONMENTAL LOGISTICS INC	HAZARDOUS MATERIAL DISPOSAL	\$1,956.15	\$2,301.15
	8/11/2016	62903		HAZARDOUS MATERIAL DISPOSAL	\$345.00	
161865	8/4/2016	710	REDMON ENGINEERING COMPANY	LAB EVALUATION OF SIX MEMBRANE DIFFUSERS	\$1,950.00	\$1,950.00
161939	8/11/2016	9769044763	VERIZON WIRELESS	WIRELESS SERV 06/21/16-07/20/16	\$1,829.11	\$1,829.11
161880	8/4/2016	7598	PAM YOUNG	REFUND # 19139	\$1,800.00	\$1,800.00
161827	8/4/2016	608476	AUTOMATION PRODUCTS GROUP	2 APG LEVEL TRANSMITTER NFOR EBDA	\$1,637.82	\$1,637.82
161825	8/4/2016	8339759	AT&T	SERV: 06/13/16 - 07/12/16	\$761.04	\$1,588.48
	8/4/2016	8339762		SERV: 06/13/16 - 07/12/16	\$66.38	
	8/4/2016	7950853		SERV: 03/13/16 - 04/12/16	\$761.06	
161892	8/11/2016	987905	BAY AREA NEWS GROUP EAST BAY	ADS: PROJECTS 463 & 468 - NOTICE INVITING BIDS	\$1,540.89	\$1,540.89
161900	8/11/2016	18113.1	CLI-METRICS SERVICE COMPANY	SERVICE REQUEST: ALL BLDG EXCLUDING B70, B82 B83	\$1,496.31	\$1,496.31
161904	8/11/2016	798307	ENVIRONMENTAL RESOURCE ASSOC	ANNUAL PERF STUDY	\$1,416.90	\$1,416.90
161910	8/11/2016	9154436043	GRAINGER INC	1 CONTROL TRANSFORMER	\$271.62	\$1,391.69
	8/11/2016	9155761605		1 EA JUNC BOX ENCL, MTLC	\$598.87	
	8/11/2016	9154175294		21 QUARTZ HALIDE LAMPS	\$494.68	
	8/11/2016	9155761597		ASTD PARTS & MATERIALS	\$26.52	
161849	8/4/2016	28267017010	HERC RENTALS INC	MIX TANK RENTAL 6/8 TO 6/15/16	\$1,281.51	\$1,281.51
161883	8/11/2016	8357983	ABC IMAGING, INC.	3RD SLUDGE DEGRITTER SYSTEM	\$1,235.24	\$1,235.24
161852	8/4/2016	1035367	INDUSTRIAL SAFETY SUPPLY	ASTD GAS CYLINDERS	\$1,116.90	\$1,116.90

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161931	8/11/2016	4146	SIGNET TESTING LABS INC	PLANT FACILITIES IMPROVEMENTS	\$1,057.76	\$1,057.76
161888	8/11/2016	8417	AMERICAN DISCOUNT SECURITY	07/01/16 - 07/08/16 GUARD AT DISTRICT GATE	\$1,035.00	\$1,035.00
161889	8/11/2016	556803	A-PRO PEST CONTROL INC	JUL PEST CONTROL	\$1,005.00	\$1,005.00
161862	8/4/2016	46165694	OFFICE TEAM	TEMP LABOR-PENALOSA, J., WKEND 07/01/16	\$998.00	\$998.00
161923	8/11/2016	46215177	OFFICE TEAM	TEMP LABOR-PENALOSA, J., WKEND 07/08/16	\$998.00	\$998.00
161870	8/4/2016	1731059001	SAN LEANDRO ELECTRIC SUPPLY	ASTD PARTS & MATERIALS	\$459.53	\$974.62
	8/4/2016	1731059002		ASTD PARTS & MATERIALS	\$407.40	
	8/4/2016	1731059003		ASTD PARTS & MATERIALS	\$107.69	
161836	8/4/2016	266836	CURTIS & TOMPKINS, LTD	6 LAB SAMPLE ANALYSIS	\$945.00	\$945.00
161917	8/11/2016	21157212	LABOR READY	TEMP LABOR-PERRY R., WK END 07/15/16	\$881.24	\$881.24
161933	8/11/2016	WKP5K	SOUTH POINT HOTEL & CASINO	PRE-PAY HOTEL M GRABOWSKI 9/19 - 9/22/16	\$285.60	\$856.80
	8/11/2016	BCS35		PRE-PAY HOTEL L RIVERA 9/19 - 9/22/16	\$285.60	
	8/11/2016	X56VR		PRE-PAY HOTEL R SIMONICH 9/19 - 9/22/16	\$285.60	
161858	8/4/2016	71706416	MCMASTER SUPPLY INC	8 HEAVY DUTY REFLECTIVE TARPS	\$358.33	\$828.71
	8/4/2016	72389680		ASTD PARTS & MATERIALS	\$196.95	
	8/4/2016	71856084		4 CANS BATTERY TERMINAL CORROSION PREVENTATIVE	\$26.64	
	8/4/2016	72159459		1 HEX-BIT SOCKET SET	\$61.85	
	8/4/2016	71735640		4 STRUT CHANNELS	\$184.94	

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161924	8/11/2016	096020160801	PACIFIC GAS AND ELECTRIC	SERV TO 07/31/16 CATHODIC PROJECT	\$62.20	\$765.29
	8/11/2016	892820160801		SERV TO 07/31/16 HAYWARD MARSH	\$54.44	
	8/11/2016	898220160801		SERV TO 07/31/16 FREMONT PS	\$414.34	
	8/11/2016	666720160801		SERV TO 07/31/16 PASEO PADRE PS	\$234.31	
161851	8/4/2016	3004612161	IDEXX DISTRIBUTION INC	ANNUAL PT	\$334.90	\$749.76
	8/4/2016	3004672056		ASTD MULTIPACKS OF ENTEROLERT & COLILERT TESTING SUPPLIES	\$414.86	
161841	8/4/2016	902683858	EVOQUA WATER TECHNOLOGIES	DI WATER SYSTEM	\$400.10	\$745.10
	8/4/2016	902698880		DI WATER SYSTEM	\$345.00	
161864	8/4/2016	11795G	R & S ERECTION OF S ALAMEDA	MCC & PLC REPLACEMENT - PHASE 3	\$727.50	\$727.50
161896	8/11/2016	20160808	STATE OF CALIFORNIA	VERIFICATION & MANIFEST FEES	\$705.00	\$705.00
161821	8/4/2016	5143325	ALL INDUSTRIAL ELECTRIC SUPPLY	ASTD PARTS & MATERIALS	\$704.00	\$704.00
161868	8/4/2016	1277066	ROCHESTER MIDLAND CORPORATION	HOT WATER LOOP SERVICE	\$689.03	\$689.03
161826	8/4/2016	87896581207252016	AT&T	SERV: 06/18/16 - 07/17/16	\$678.60	\$678.60
161874	8/4/2016	26342158	UPS - UNITED PARCEL SERVICE	FREIGHT FOR PUMP	\$652.25	\$652.25
161861	8/4/2016	20160804	SHAWN NESGIS	EXP REIMB: CS ANN RECOG LUNCH & RETIRE. GIFT CARD (N. GALE)	\$646.82	\$646.82
161855	8/4/2016	21143207	LABOR READY	TEMP LABOR-PERRY R., WK END 07/08/16	\$626.14	\$626.14
161915	8/11/2016	14846	ICE SAFETY SOLUTIONS INC.	CPR FIRST AID TRNG FOR 8 EMPLOYEES	\$600.00	\$600.00
161927	8/11/2016	8200000009816	RED WING SHOE STORE	SAFETY SHOES - TARNOWSKI, Z KULL & PORTEOUS	\$583.52	\$583.52
161828	8/4/2016	20160729	JEFFREY BARTON	EXP REIMB: WEF TECH REGISTRATION	\$575.00	\$575.00

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161878	8/4/2016	36948	WECO INDUSTRIES LLC	2 KITS, 12PIN / COUPLER, QUICK CABLE LOCK	\$558.96	\$558.96
161929	8/11/2016	7547682093	ROYAL WHOLESALE ELECTRIC	1 COMPACT I/O 4CH ANALOG INPUT MODULE	\$554.90	\$554.90
161822	8/4/2016	6071333	ALPHA ANALYTICAL LABORATORIES	46 LAB SAMPLE ANALYSIS	\$525.00	\$525.00
161843	8/4/2016	1083809882	G&K SERVICES CO	UNIFORM LAUNDERING & RUGS	\$236.22	\$509.05
	8/4/2016	1083809884		ASTD DUST MOPS, WET MOPS & TERRY TOWELS	\$43.70	
	8/4/2016	1083809883		UNIFORM LAUNDERING SERVICE	\$229.13	
161846	8/4/2016	1696898	HANSON AGGREGATES INC	6.66 TONS 1/2 MED TYPE A AC-R	\$504.12	\$504.12
161871	8/4/2016	8468	MOHAMMAD SHAIQ	REFUND # 19121	\$500.00	\$500.00
161925	8/11/2016	8420	PACIFIC PLUMBING & SEWER SERV	REFUND # 19142	\$500.00	\$500.00
161932	8/11/2016	7592	SUKHDEV & REETIKA SINGH	REFUND # 19144	\$500.00	\$500.00
161936	8/11/2016	8007	STEREO CONSTRUCTION	REFUND # 19143	\$500.00	\$500.00
161881	8/4/2016	4386	ZELAYA DESIGNS	PUBLIC OUTREACH	\$482.00	\$482.00
161901	8/11/2016	2896155	DAILY JOURNAL CORPORATION	AD NAME: CHEMICAL TANKS AND PIPING REPLACEMENT PROJECT	\$445.00	\$445.00
161921	8/11/2016	691084	NAPA AUTO PARTS	1 EA RADIATOR CAP	\$6.56	\$432.37
	8/11/2016	20160731		MONTHLY AUTO PARTS STMT - JULY 2016	\$425.81	
161819	8/4/2016	9053184731	AIRGAS NCN	ASTD PARTS & MATERIALS	\$427.19	\$427.19
161940	8/11/2016	8045535277	VWR INTERNATIONAL LLC	2 PKS TUBE HYDROGEN SULFIDE DETECTOR	\$154.86	\$410.01
	8/11/2016	8045531242		1 CS LIQUINOX LIQUID DETERGENT 1 GAL	\$221.73	
	8/11/2016	8045549735		1 BUFFER PH 6.86 1GAL	\$33.42	

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161850	8/4/2016	602148810	HILLYARD/SAN FRANCISCO	ASTD JANITORIAL SUPPLIES	\$391.47	\$391.47
161884	8/11/2016	9053459435	AIRGAS NCN	1 CYL ARGON	\$384.69	\$384.69
161845	8/4/2016	9153155727	GRAINGER INC	2 BANANA PLUGS	\$46.00	\$370.04
	8/4/2016	9153000915		4 GLOBE VALVES	\$259.95	
	8/4/2016	91487104149		2 BUILDING WIRES	\$31.98	
	8/4/2016	9153256129		1 EA SOCKET AND EXTENSION	\$32.11	
161890	8/11/2016	20160808	PAMELA ARENDS-KING	EXP REIMB: CALPERS EDUCATIONAL FORUM REGISTRATION	\$350.00	\$350.00
161844	8/4/2016	1841075889	GOODYEAR COMM TIRE & SERV CTRS	1 TIRE	\$345.18	\$345.18
161887	8/11/2016	6072070	ALPHA ANALYTICAL LABORATORIES	12 LAB SAMPLE ANALYSIS	\$345.00	\$345.00
161905	8/11/2016	207862	FERGUSON WELDING SERVICE INC	FABRICATE CHANNEL PER SAMPLE	\$330.00	\$330.00
161893	8/11/2016	11388291	BLAISDELL'S	ASTD OFFICE SUPPLIES	\$41.20	\$301.92
	8/11/2016	11391040		ASTD OFFICE SUPPLIES	\$13.74	
	8/11/2016	11388290		ASTD OFFICE SUPPLIES	\$58.78	
	8/11/2016	11390180		ASTD OFFICE SUPPLIES	\$141.72	
	8/11/2016	11385150		ASTD OFFICE SUPPLIES	\$46.48	
161907	8/11/2016	1083811782	G&K SERVICES CO	UNIFORM LAUNDERING SERVICE	\$248.55	\$282.25
	8/11/2016	1083811783		ASTD DUST MOPS, WET MOPS & TERRY TOWELS	\$33.70	

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161920	8/11/2016	73894921	MCMaster SUPPLY INC	1 PACK DOWEL PINS	\$15.80	\$259.72
	8/11/2016	70651274		2 AUDIOVISUAL/PROJECTOR BULBS	\$69.31	
	8/11/2016	72814337		2 V-BELTS	\$40.80	
	8/11/2016	73750237		ASTD PARTS & MATERIALS	\$92.87	
	8/11/2016	73124114		25 FEED TYGON CLEAR TUBING	\$40.94	
161943	8/11/2016	12917	WESTERN MACHINE & FAB INC	1 FAN SHAFT MFG PER SAMPLE	\$258.50	\$258.50
161916	8/11/2016	123387	INTERNATIONAL PAINT LLC	ASTD PAINT SUPPLIES	\$238.34	\$238.34
161908	8/11/2016	2766620204	GLACIER ICE COMPANY INC	156 7-LB BAGS OF ICE	\$221.52	\$221.52
161928	8/11/2016	300219	RKI INSTRUMENTS INC	EAGLE CALIBRATION SERVICE LEVEL 1	\$192.79	\$192.79
161834	8/4/2016	20160802	RAYMOND CHAU	EXP REIMB: CIP TEAM QTLY SAFETY INCENTIVE RECOGNITION	\$190.80	\$190.80
161829	8/4/2016	11373150	BLAISDELL'S	ASTD OFFICE SUPPLIES	\$35.42	\$168.93
	8/4/2016	11382130		ASTD OFFICE SUPPLIES	\$42.87	
	8/4/2016	11381980		ASTD OFFICE SUPPLIES	\$48.60	
	8/4/2016	11383100		ASTD OFFICE SUPPLIES	\$9.05	
	8/4/2016	11383410		ASTD OFFICE SUPPLIES	\$32.99	
161859	8/4/2016	605581	MISSION CLAY PRODUCTS LLC	24 ASTD CLAY COUPLINGS AND BUSHINGS	\$132.97	\$132.97
161886	8/11/2016	5143731	ALL INDUSTRIAL ELECTRIC SUPPLY	ASTD PARTS & MATERIALS	\$126.39	\$126.39
161876	8/4/2016	20160728	AUDREY VILLANUEVA	EMP REIMB: ANNUAL TS WORKGROUP EE RECOGNITION BBQ	\$116.51	\$116.51
161930	8/11/2016	913162541	SHARP BUSINESS SYSTEMS	MTHLY MAINTENANCE BASED ON USE	\$115.88	\$115.88

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161837	8/4/2016	20160725.10	DALE HARDWARE INC	07/16 - ASTD PARTS & MATERIALS	\$112.22	\$112.22
161899	8/11/2016	453426	CENTERVILLE SAW AND TOOL	ASTD PARTS & MATERIALS	\$106.17	\$106.17
161866	8/4/2016	82170	REMOTE SATELLITE SYSTEMS INT'L	IRIDIUM SVC FEE AUGUST 2016	\$97.90	\$97.90
161853	8/4/2016	171655	JACK JAMES TOWING INC	TOW SERVICE: CHEVY VOLT NPS TO PLANT	\$90.00	\$90.00
161854	8/4/2016	20160727.1	PAULETTE JACOBS-ROBERSON	EXP REIMB: LUNCH FOR CSW1 HIRING INTERVIEW PANEL	\$50.19	\$69.18
	8/4/2016	20160727.2		EXP REIMB: CAKE FOR N. GALE'S RETIREMENT	\$18.99	
161902	8/11/2016	1000428903	ENVIRONMENTAL EXPRESS	1 MANGANESE STANDARD	\$57.11	\$57.11
161922	8/11/2016	20160804.3	SHAWN NESGIS	EXP REIMB: 3 DIGITAL THERMOMETERS FOR VEHICLE CAB TEMP STU	\$50.73	\$50.73
161912	8/11/2016	263050	HANIGAN COMPANY INC	1 LOT BUSINESS CARDS - T. HANDLEY	\$39.20	\$39.20
161909	8/11/2016	81295	GORILLA METALS	METAL, STEEL, STAINLESS & ALUMINUM	\$38.72	\$38.72
161848	8/4/2016	673725	HAYWARD WATER SYSTEM	WATER SERV 05/13/16 - 07/13/16	\$28.90	\$28.90
161919	8/11/2016	137233	MCIVORS HARDWARE	1 EA SHOVEL AND PRY BAR	\$28.01	\$28.01
161842	8/4/2016	170682	EXAMINETICS	HEARING TEST SUBMITTED DATA	\$24.75	\$24.75
161869	8/4/2016	20160801	JOEL SALDANA	EXP REIMB: LIVE SCAN FEE	\$20.00	\$20.00
161938	8/11/2016	9853296.0	UPS - UNITED PARCEL SERVICE	SHIPPING CHARGES W/E 07/16/16	\$16.00	\$16.00
161911	8/11/2016	1189806	GROENIGER AND COMPANY	1 B3 CONC LID MARKED "COMMUNICATIONS"	\$14.19	\$14.19
161823	8/4/2016	5511252	ALPINE AWARDS INC	1 NAMEBADGE	\$12.65	\$12.65
161875	8/4/2016	9853286.0	UPS - UNITED PARCEL SERVICE	SHIPPING CHARGES W/E 07/09/16	\$12.30	\$12.30

**UNION SANITARY DISTRICT  
CHECK REGISTER  
07/29/2016-08/11/2016**

Check No.	Date	Invoice No.	Vendor	Description	Invoice Amt	Check Amt
161860	8/4/2016	24867304	MOTION INDUSTRIES INC	2 PACKS O-RINGS	\$9.53	\$9.53
	8/4/2016	24864889		1 BEARING	\$483.17	
	8/4/2016	24867657		CREDIT FOR BEARING ON INV 24864889	\$-483.17	
161944	8/11/2016	85419921	XEROX CORPORATION	MTHLY MAINTENANCE BASED ON USE	\$7.25	\$7.25

Invoices:			Checks:		
Credit Memos :	1	-483.17			
\$0 - \$1,000 :	141	42,146.58	\$0 - \$1,000 :	74	28,736.69
\$1,000 - \$10,000 :	54	163,610.25	\$1,000 - \$10,000 :	42	146,395.60
\$10,000 - \$100,000 :	8	187,386.33	\$10,000 - \$100,000 :	9	195,560.96
Over \$100,000 :	3	1,772,876.37	Over \$100,000 :	2	1,794,843.11
<b>Total:</b>	<b>207</b>	<b>2,165,536.36</b>	<b>Total:</b>	<b>127</b>	<b>2,165,536.36</b>

**Directors**

Manny Fernandez  
Tom Handley  
Pat Kite  
Anjali Lathi  
Jennifer Toy

**Officers**

Paul R. Eldredge  
*General Manager/  
District Engineer*

Karen W. Murphy  
*Attorney*

**DATE:** August 15, 2016

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

**FROM:** Paul R. Eldredge, P.E., General Manager  
Pamela Arends-King, Business Services Manager/CFO  
Michael Marzano, Safety Program Manager

**SUBJECT:** Agenda Item No. 10 - Meeting of August 22, 2016  
Information Item: Participation with the City of Newark and City of Union City  
Hazardous Mitigation Plan

**Recommendation**

Information Only.

**Background**

The Federal Disaster Mitigation Act of 2000 (DMA) requires cities to prepare a Local Hazard Mitigation Plan. The plan is intended to address potential hazards from disasters and actions to mitigate these hazards before or after a disaster. In 2011, the Association of Bay Area Governments (ABAG) completed a joint plan that included cities within Union Sanitary District's service area. The plan is required to be updated every five years. ABAG is not updating the joint plan. The City of Union City and the City of Newark have joined together to update the plan for the two cities and hired Tetra Tech Inc. as a consultant to assist with the process. The City of Fremont has prepared its own Hazard Mitigation Plan. The cities have invited local government agencies and districts to join in the process to make a complete community plan and address hazards that impact multiple agencies.

Union Sanitary District was approached by Union City and Newark to participate in the development of a Local Hazard Mitigation Plan. The District responded that it would participate. Other local agencies participating in development of the plan are Newark Unified School District, New Haven Unified School District, and Alameda County Water District. Each agency will

contribute its specific hazard mitigation plans. Other agencies participating in the planning process include Alameda County Fire, Alameda County Flood Control, PG&E, American Red Cross, and Citizen Emergency Response Teams (CERT).

Participating in this hazardous mitigation planning process and developing a plan reviewed by the State and approved by FEMA can result in the reduction of damage to property and infrastructure, reduction of economic and financial impacts of a disaster, and loss of life and injury. Agencies that have completed a plan reviewed by the State and approved by FEMA are eligible for:

- Hazard mitigation grant programs.
- Pre-disaster mitigation programs.
- Flood mitigation assistance programs.
- 6.25% to 20% of local match public assistance money for disaster mitigation and recovery.

Disasters to be addressed in the Hazard Mitigation Plan are:

- Drought.
- Earthquake.
- Landslide.
- Flood.
- Dam Failure.
- Wildfires.
- Severe Weather.
- Climate Change (including Sea Level Rise).
- Health Hazards (Ebola, Zika, West Nile).
- Human Caused (Terrorism, Cyber threat, Haz Mat, transportation).

There are no direct costs to participate in the planning process other than staff time. Staff time is estimated at 80 hours over the next 6 months.

The final Hazard Mitigation Plan requires approval by the Board before its submission to the State for review. Board members and the public may attend Steering Committee Meetings, other community out-reach events, and complete a survey to assist in collecting hazard data. Information regarding meetings, events, and a link to the survey may be found on the Union City /Newark Multi-jurisdiction Hazard Mitigation Plan website:

[www.uc-newark-hmp.com](http://www.uc-newark-hmp.com)





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Anjali Lathi  
Jennifer Toy

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

Karen W. Murphy  
*Attorney*

**DATE:** August 16, 2016

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

**FROM:** Paul R. Eldredge, General Manager/District Engineer  
Sami Ghossain, Technical Services Manager  
Michelle Powell, Communications and Intergovernmental Relations Coordinator

**SUBJECT:** Agenda Item No. 11 - Meeting of August 22, 2016  
**LEGISLATIVE UPDATE ON REGIONAL, STATE, AND NATIONAL ISSUES OF INTEREST TO THE BOARD**

### **Recommendation**

Information only

### **Background**

The Board indicated that it wishes to receive periodic reports on legislation and other information that may impact or be of interest to the District. If there is any additional information desired, staff will include it in future reports.

In order to incorporate updates received at the California Association of Sanitation Agencies (CASA) Conference held August 10 through August 12, 2016, this report will be presented as a desk item.



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

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

David M. O'Hara  
*Attorney*

**DATE:** August 16, 2016

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

**FROM:** Paul R. Eldredge, P.E., General Manager/District Engineer  
 Pamela Arends-King, Business Services Manager/CFO  
 Deborah Kull, Sr. Accountant

**SUBJECT:** Agenda Item No. 12 - Meeting of August 22, 2016  
 Information Item: Status Report on Computer Purchase and Student Loan Program

Computer Purchase and Student Loan Program				
	Computer	Student	Total	Quantity
Maximum Available for Loans			\$50,000	
Jan. 1, 2016 Outstanding Loans	\$17,309	\$0	\$17,309	19
New Loans	\$12,956	\$0	\$12,956	10
Payments & Adjustments	\$6,361	\$0	\$6,361	-10 Paid Off
June 30, 2016 Outstanding Loans	\$23,904	\$0	\$23,904	19
Funds Available at June 30, 2016			\$26,096	
Note: The maximum amount USD has committed for student loans is \$15,000.				

The Computer Purchase and Student Loan Program policy was updated effective 3/14/16. The loan amount maximum was increase from \$3,000 to \$3,300. In the period of July 2015 to February 2016, the months prior to the policy update, there were 6 loans approved at an average amount of \$1,850. In the period of March 2016 to June 2016, the months after the policy update, there were 4 loans approved at an average amount of \$2,488. All of these loans were for computer purchases.



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*General Manager/  
District Engineer*

Karen W. Murphy  
*Attorney*

**DATE:** August 15, 2016

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

**FROM:** Paul R. Eldredge, General Manager/District Engineer  
Sami E. Ghossain, Manager of Technical Services

**SUBJECT:** Agenda Item No. 13 – Meeting of August 22, 2016  
Information Only: **Status of Priority 1 Capital Improvement Program Projects**

### **Recommendation**

Information Only.

### **Background**

In July 2015, the Board approved the Capital Improvement Program (CIP) budget for FY16 in the amount of \$15.08 million for the design and construction of 27 projects.

These 27 projects are further ranked as Priority 1, 2 and 3 projects based on a criteria prepared by staff and approved by the Executive Team. A copy of the criteria used to prioritize the projects is attached for your reference.

The status of the Priority 1 CIP projects is reviewed by the Executive Team at the end of each quarter and a copy of the status report is attached for the Board's review. For FY16, ten (10) projects are ranked as Priority 1 projects and the remaining seventeen (17) are ranked as Priority 2 and 3 projects.

Also attached is a tabular summary of the number and nature of the ongoing CIP projects at the District during FY16.

PRE/SEG:ks

Attachments: Priority 1 CIP Projects for FY 16 - Status Report  
Summary of CIP Projects for FY 16  
Priority 1 CIP Project Criteria  
Priority 2 & 3 CIP Project Criteria

**Priority 1 Projects for FY 16 – Status Report**

	<b>Project</b>	<b>Planned Milestones</b>	<b>Status after 1<sup>st</sup> Quarter</b>	<b>Status after 2<sup>nd</sup> Quarter</b>	<b>Status after 3<sup>rd</sup> Quarter</b>	<b>Status after 4<sup>th</sup> Quarter</b>
<b>1</b>	Admin/Field Ops Bldg. Seismic Upgrade and Leak Repairs	Complete negotiations and approval of consultant contract for space needs assessment (with FMC Building) by Sep. 2015. Complete workshops with USD staff by Dec. 2015. Draft report in Feb. 2016. Final report in April 2016.	Completed negotiations and executed the agreement and Task Order No. 1 with Siegel & Strain Architects in September 2015.	Workshops and meetings were completed in December.  Draft report was received and review comments returned in December.	Consultant reviewed District's comments and clarified the final report, which will be submitted in April.	Final report was submitted in March 2016.
<b>2</b>	Alvarado-Niles Blvd. Sewer Rehab	Project scope presentation to City Council of Union City by January 2016. Bid Opening in March 2016. Award project in April 2016. Project construction starts in May, 2016.	Staff has been in communication with the Cities of Fremont and Union City on the schedule status of the Niles Blvd. bridge and Union City Blvd. pedestrian crossing projects.	Presentation to the City Council was delivered on January 12 <sup>th</sup> .  Staff plans to advertise for bids in February.	Staff opened bids on March 1 <sup>st</sup> and awarded project to SAK Construction on March 14 <sup>th</sup> .	Staff issued Notice to Proceed to SAK Construction on April 4, 2016.
<b>3</b>	Cogen Project - Phase II	Complete final design submittal by January 2016. Bid Opening in Feb. 2016. Award in March 2016. Project Substantial Completion by June 2016.	Through September 2015, staff completed design of the Digester 1-3 isolation valve installation and Carollo is approximately 50% complete with the design of the ventilation improvements.	Carollo completed the 90% design submittal for the ventilation improvements in December.	Final design was completed in Feb and bids were opened in March. Due to the sole bid received, and at 50% higher than the Engineer's Estimate, the bid will be rejected and project will be re-advertised in October.	Staff will re-advertise project in October 2016.

	<b>Project</b>	<b>Planned Milestones</b>	<b>Status after 1<sup>st</sup> Quarter</b>	<b>Status after 2<sup>nd</sup> Quarter</b>	<b>Status after 3<sup>rd</sup> Quarter</b>	<b>Status after 4<sup>th</sup> Quarter</b>
<b>4</b>	Equalization Storage at Alvarado	Design Consultant Selection Process by August 2015. Predesign Report by December 2015. 100% design submittal by June, 2016.	Carollo Engineers was selected in September, 2015 as the design consultant. Negotiations for predesign services should be completed in October.	Staff inquired with the Alameda County and Flood Control District (ACFCD) regarding the use of their property near the treatment plant for equalization storage. Assessment will continue into February.	A wetlands assessment and delineation of the property east of the treatment plant to take place in April. Findings will be evaluated and shared with Alameda County and Flood Control District.	Staff will meet with Alameda County and Flood Control District in July 2016 to review wetlands assessment and property delineation.
<b>5</b>	Fremont & PP LS Internal Lift Pumps	Bid Opening and Award by October 2015. Deliver new screw pumps on site by August 2016. Project Substantial Completion by December 2016.	Staff opened bids and the Board awarded the project to Mountain Cascade, Inc. in September 2015.	Staff issued the Notice to Proceed on October 15 <sup>th</sup> .  Received the submittal for the screw pumps in November and staff returned comments to the contractor in December.	Contractor completed the fence replacement at the Fremont Lift Station.	Fremont LS was placed in bypass mode and Contractor demolished the two existing screw pumps.
<b>6</b>	Hypochlorite Tanks and PVC piping replacement at OCB and NPS.	Final design submittal by November 2015. Bid Opening in Dec. 2015. Award project in Jan. 2015. Begin construction in February 2016. Project Substantial Completion by Feb. 2017.	Staff completed review of the 50% design submittal in September 2015. Staff anticipates the 90% design submittal in October.	At the request of staff, the project will advertise for bids by April 2016. This will allow some of the construction work to occur during spring and summer of 2017 after wet weather subsides.	Plant staff requested additional scope to the project. The project will be advertised for bids in June.	Staff completed the design and advertised the project on June 28, 2016.

	<b>Project</b>	<b>Planned Milestones</b>	<b>Status after 1<sup>st</sup> Quarter</b>	<b>Status after 2<sup>nd</sup> Quarter</b>	<b>Status after 3<sup>rd</sup> Quarter</b>	<b>Status after 4<sup>th</sup> Quarter</b>
<b>7</b>	Newark Backyard Sewer Relocation	Phase 2 construction Substantial Completion by November 2015. Phase 3 Final design submittal in March 2016. Phase 3 bid opening in April 2016. Phase 3 award in May 2016.	Phase 2 construction is approximately 95% complete.  Phase 3 design is approximately 75% complete.	Phase 2 construction is complete.  Phase 3 design is 90% complete.	Phase 3 bids opened on March 24 <sup>th</sup> .  Phase 3 will be awarded in April.	Staff awarded the Phase 3 project to McGuire and Hester on April 11, 2016.
<b>8</b>	Pine St. Easement	Start final design and environmental review process in September 2015. 100% design submittal by January 2016	Environmental consultant determined the limits of the permitting agencies' jurisdictions. West Yost will prepare a detailed design task order in October.	Staff received the 75% design submittal and completed the review in Dec. Staff expects to receive the 90% design submittal in January and plans to advertise for bids in February.	Project was advertised and bids were opened on March 15 <sup>th</sup> . Due to the non-responsive bids received, project will be re-advertised in April.	Staff re-advertised the project on April 29, 2016 and awarded the project to Valentine Corporation on June 13, 2016
<b>9</b>	Thickener Control Bldg Modifications Project	Completion of Major Electrical Work by September 2015. Demolition of existing Thickener Control Building by January 2016. Construction of new Thickener Control Area Structure by July 2016. Startup and Testing of New Pumps and Grinders by October 2016. Project Substantial Completion by December 2016.	Major Electrical Work was completed in September 2015. Demolition of the existing building is scheduled to commence in December 2015. The construction work is approximately 55% complete.	The demolition of the mechanical and electrical equipment inside the existing Thickener Control Building was completed in December. The demolition of the existing building is scheduled to be completed in Jan.  The construction work is approximately 62% complete.	Demolition of existing Thickener Control Building was completed in January 2016. Contractor began installation of steel reinforcement and formwork for the new Thickener Control Building.  Construction work is approximately 68% complete.	Contractor continued with installation of steel reinforcement, formwork and concrete for the new Thickener Control Building.

	<b>Project</b>	<b>Planned Milestones</b>	<b>Status after 1<sup>st</sup> Quarter</b>	<b>Status after 2<sup>nd</sup> Quarter</b>	<b>Status after 3<sup>rd</sup> Quarter</b>	<b>Status after 4<sup>th</sup> Quarter</b>
<b>10</b>	Wet Weather Flow Management	Complete Life-Cycle costs and Land acquisition strategy of the Site Use Study by March 2016.	Staff executed Task Order No. 2 with RMC to prepare the life-cycle costs and land acquisition strategy in September 2015.	Conducted workshop in December and continued to work with consultant on the life-cycle cost analyses and land acquisition strategy.	The final Land Acquisition Strategy report was submitted on February 23 <sup>rd</sup> . The final Life Cycle Cost Analysis Technical Memorandum was submitted on March 10 <sup>th</sup> .	Completed in Q3 FY16.

## SUMMARY OF CIP PROJECTS FOR FY16

Type of Project	Number of Projects	Names of Projects
<b>Administration Facilities</b>	<b>Two</b>	<ol style="list-style-type: none"> <li>1. Admin/Field Ops Bldg. Seismic Upgrade and Leak repairs</li> <li>2. FMC Bldg.</li> </ol>
<b>Collection System</b>	<b>Five</b>	<ol style="list-style-type: none"> <li>1. Alvarado-Niles Blvd. Sewer Rehab</li> <li>2. Newark Backyard Sewer Relocation, Phases II and III</li> <li>3. Pine Street Easement Repair</li> <li>4. Spot Repairs, Phase VI</li> <li>5. Veasy Street Sewer Improvements Project</li> </ol>
<b>Transport System</b>	<b>Five</b>	<ol style="list-style-type: none"> <li>1. Equalization Storage at Alvarado</li> <li>2. Fremont &amp; PP LS Internal Lift Pumps</li> <li>3. Newark PS Waterline</li> <li>4. Transport System Misc. Projects</li> <li>5. Wet Weather Flow Management</li> </ol>
<b>Treatment System</b>	<b>Fifteen</b>	<ol style="list-style-type: none"> <li>1. 3rd Degritter System</li> <li>2. Aeration System Rehab</li> <li>3. Aeration Tank (East) Baffling</li> <li>4. Aeration Tank (East) Roof</li> <li>5. Cogeneration Project, Phase II</li> <li>6. Diffuser Replacement</li> <li>7. Generator Controls Upgrade</li> <li>8. Hypochlorite Tanks and PVC piping replacement at OCB and NPS.</li> <li>9. MCC Replacement Project, Phase III</li> <li>10. Plant Facilities Improvements Project</li> </ol>

Type of Project	Number of Projects	Names of Projects
<b>Treatment System (continued)</b>		11. PLC Replacement, Phase III 12. Primary Effluent (60") Pipe Rehab 13. Sludge Drying (BACWA) 14. Thickener Control Bldg. Improvements Project 15. Water Storage Tank and Well

**Total:**

**27**

## PRIORITY 1 CIP PROJECT CRITERIA

### Priority 1 Projects:

1. Project to repair or prevent an imminent critical infrastructure failure that could result in a threat to the public, or result in permit non-compliance.
2. A project designed to address public health and safety or employee health and safety.
3. Project to provide additional capacity in order to allow connection to the District system or to prevent a potential wet weather overflow from occurring.
4. Projects that have a deadline tied to receiving a loan or grant funding.
5. Projects where we have made a timeline commitment to a customer or other outside stakeholder.
6. A project in which the District may suffer financial losses or claims should the project be delayed.
7. A project which is part of a sequence of projects whose delay could result in delays to other projects at USD or other agencies.
8. A project in which an internal commitment has been made to provide a facility that significantly impacts another group from efficiently and effectively carrying out their core work. (Not a “nice to have” type project)

These criteria can apply to a study, design, or construction project.

## **PRIORITY 2 & 3 CIP PROJECT CRITERIA**

### Priority 2 Projects

1. These are planned projects related to the replacement of electrical and mechanical equipment identified by the Plant Master Plan – this equipment is not in imminent danger of failure but needs to be replaced at a future date.
2. These are planned pipeline rehab/replacement projects that are identified either by the Master Plan or by the Maintenance staff and need to be completed to improve the condition of existing sewers to safeguard against potential maintenance problems – these pipelines are not in imminent danger of failure.
3. These projects do not have any immediate negative impacts on either other agencies or other projects.
4. Examples: Blacow Road Sewer Replacement, Cast Iron Pipe Replacement, Thickener Mechanism 3&4 Replacement, Rehab of Clarifiers 5&6.

### Priority 3 Projects

1. These are capacity projects identified by the master plans that will address future capacity needs of the District.
2. These projects are place holders and need to be defined at a future date
3. The District will not suffer any financial loss or claim, if these projects are delayed.
4. Examples: Cedar Relief Sewer, Hetch Hetchy Relief Sewer, Digester No. 7, Secondary Clarifiers 7 & 8.



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Paul R. Eldredge  
*General Manager/  
District Engineer*

Karen W. Murphy  
*Attorney*

**DATE:** August 15, 2016

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

**FROM:** Paul R. Eldredge, General Manager/District Engineer  
Sami E. Ghossain, Manager of Technical Services

**SUBJECT:** Agenda Item No. 14 – Meeting of August 22, 2016  
Information Only: **Fourth Quarterly Report on the Capital Improvement Program for FY16**

**Recommendation:**

Information only

**Background:**

In July 2015, the Board approved the Capital Improvement Program (CIP) budget for FY16 in the amount of \$15.08 million for the design and construction of 27 projects. The fourth quarter expenditures for FY16 are shown on the attached budget graphs. These graphs depict actual expenditures versus approved budget for the Capacity Fund 900, the Renewal and Replacement Fund 800 as well as for both funds, combined.

The CIP expenditures up to June 30, 2016, were below the projections for the fourth quarter by approximately \$1,363,000. The main projects that incurred less than the projected expenditures are the Fremont & Paseo Padre LS Improvements, Thickener Control Bldg., Equalization Storage at Alvarado, and the Cogen – Phase II projects. The Alvarado Blvd. Sewer Main Repair expenditures were charged to the CIP budget but will be transferred to the Emergency Fund. These expenditures are shown as the last entry in the table below.

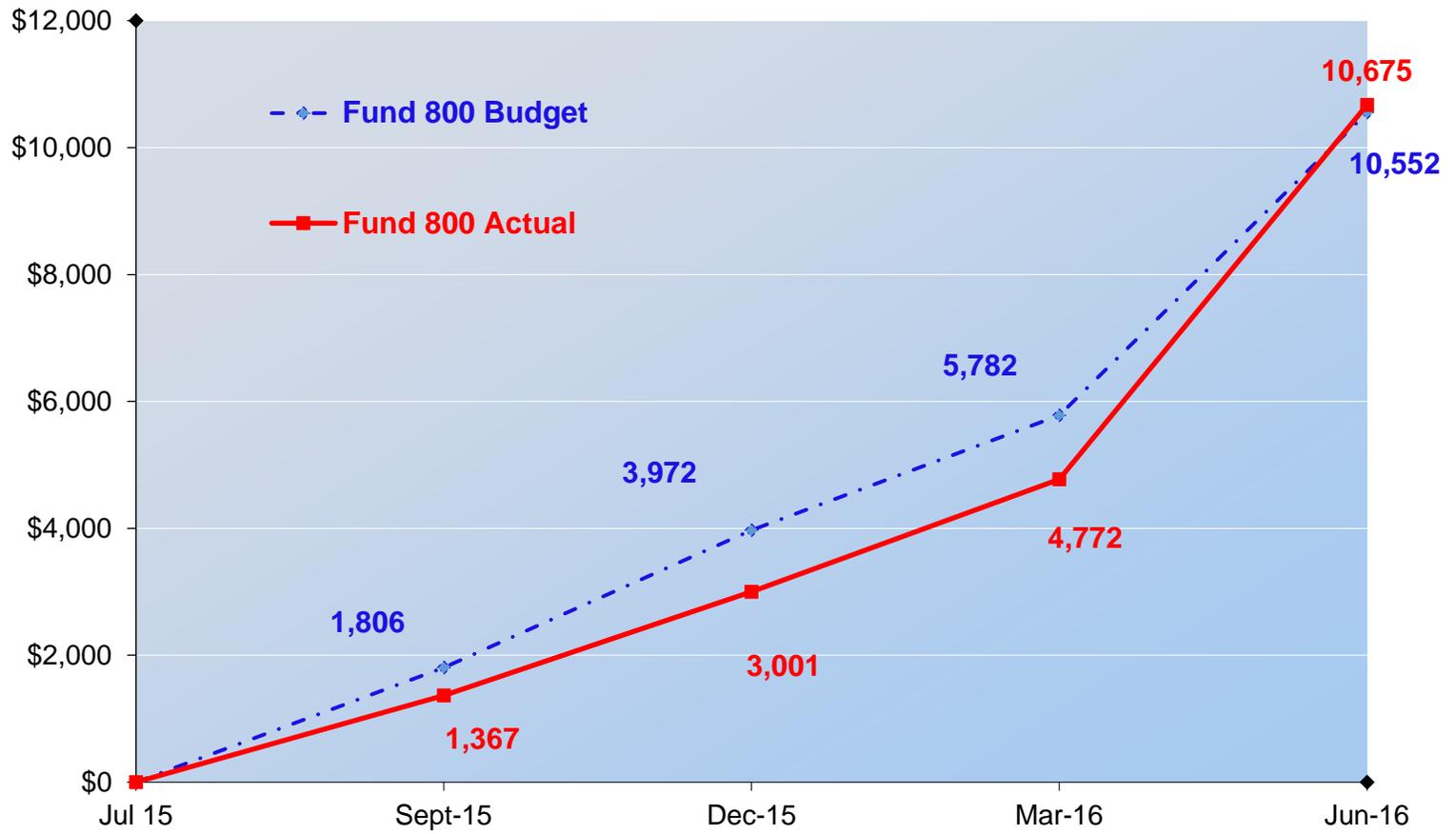
These primary variances are tabulated as follows:

Project	Variance at the end of 4 <sup>th</sup> Quarter (x \$1000)	Comments
Fremont & PP LS\ Internal Lift Pumps	- 1,500	Late construction start by contractor. Major equipment were not delivered and paid for in FY16.
Thickener Control Bldg. Modifications	- 1,442	Contractor is 6 months behind schedule due to delays mainly associated with the Electrical Bldg. construction, electrical work, and complex bypass system installation.
Equalization Storage at Alvarado	- 360	Project design is delayed pending the selection of a suitable site for the pond.
Cogen – Phase II	- 270	Due to the sole bid received in March 2016, and at 50% higher than the Engineer’s Estimate, the bid was rejected and project will be re-advertised in October 2016.
Alvarado Blvd. Sewer Main Repair	+ 2,209	Emergency project. Expenditures will be transferred to the Emergency Fund.
<b>Total Variance for the 4<sup>th</sup> Qtr.</b>	<b>- 1,363</b>	

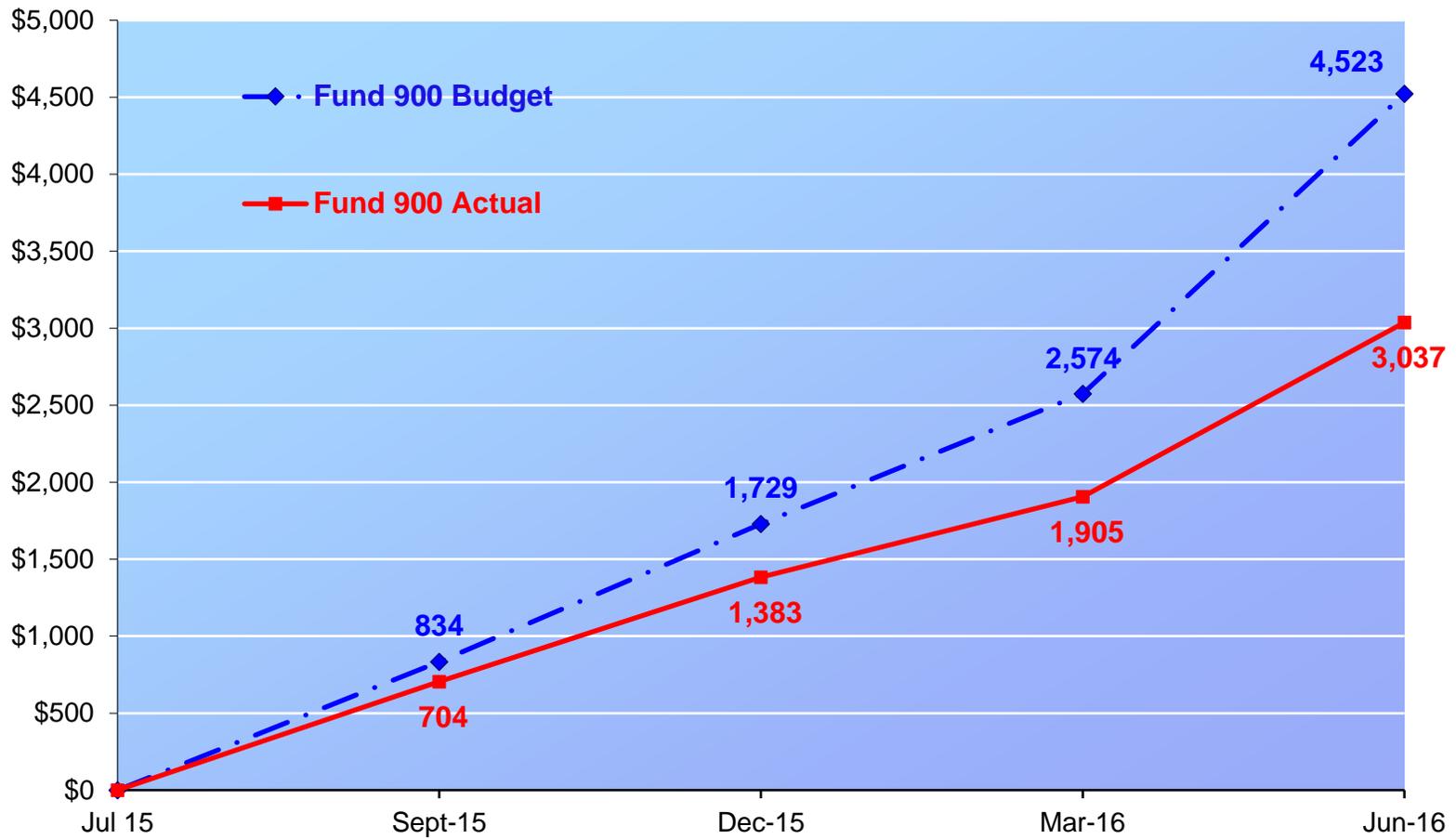
PRE/SEG:ks

Attachments: Budget Graphs

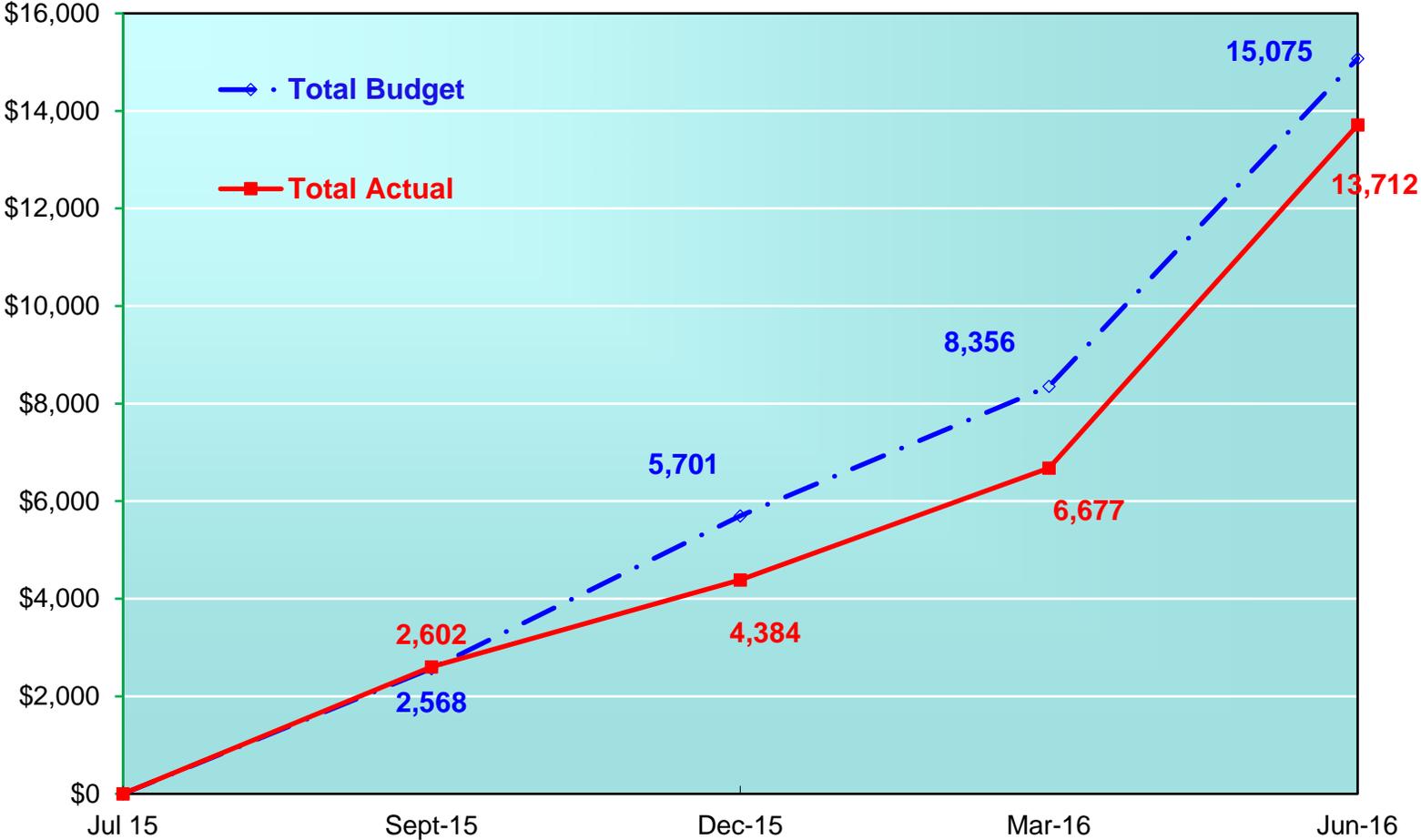
### Structural R&R



### Capacity



### Total Cumulative





## Apple Enters The Wastewater Business

By Sara Jerome  
@sarmje  
July 1, 2016

The newest player in the wastewater industry is Apple.

The company confirmed “that it has agreed to pay for a treatment facility to re-use water for evaporative cooling in its Prineville, OR, data centers. By recycling water for Apple instead of taking it straight from the tap, the city says its new facility will save nearly 5 million gallons a year,” *The Oregonian* reported this month.

“The water will come from Prineville’s regular sewage treatment system and would otherwise have been less rigorously treated and then used at the municipal golf course or flow into pasturelands or the Crooked River,” The Associated Press reported.

Prineville houses data centers for both Apple and Facebook. Prineville Mayor Betty Roppe described the small city’s relationship with Apple.

“They’re doing this simply because we came up with a project that we can benefit from and they can benefit from,” she said, per *The Oregonian*.

“Prineville said Apple’s ongoing construction inflated last year’s water consumption, but neither the city nor the company would provide forecasts of how much water the data centers themselves use,” the report said.

Apple said in a statement: “We are proud to partner with Crook County and the City of Prineville on this effort, and are committed to doing our part to preserve natural resources.”

Using 27 million gallons of water last year, Apple is the biggest water consumer in the city, the report said. Water from the new treatment facility will not enter the city’s system. Instead, it will go back to Apple for reuse. The new facility could help the city attract additional industrial users to the area, the report said.

“In addition to re-using water, the city said the treatment center will reduce the mineral content inside Apple’s data center — enabling the company to use it longer for cooling before sending it to the new facility for treatment,” the report said.

Facebook also appears to be exploring ways it can get creative with water in Prineville.

“Facebook, which also has a complex of Prineville data centers, uses about 10.5 million gallons of water a year to cool its facilities, most of that drawn from wells on its property. The company has talked informally about tapping the greywater, too, but has yet to sign on,” the news report said.

Apple’s presence in the city brings pros and cons. “The construction of two new data centers in Prineville has prompted a temporary housing shortage in the central Oregon town,” The Associated Press reported, citing *The Bulletin*.

To read more about industrial reuse visit [Water Online’s Water Reuse Solutions Center](#).

# EAST BAY TIMES

## Drought restrictions

### Water users going without the flow, still

*Californians continued to conserve — 21% in June — despite easing of the rules*

By Paul Rogers August 3, 2016

[progers@bayareanewsgroup.com](mailto:progers@bayareanewsgroup.com)

Californians are continuing to save significant amounts of water despite the decision by Gov. Jerry Brown's administration to relax drought rules two months ago.

Statewide, urban residents cut water use 21.5 percent in June, compared with the same month in 2013, the year the state has been using as a baseline, according to new data released Tuesday.

Experts said the numbers from the State Water Resources Control Board — even though down from the 28.1 percent savings in May — demonstrate that Californians remain worried that the drought isn't over despite the fact that many cities are allowing more frequent lawn watering and easing other drought restrictions this summer after a fairly wet winter. Increased water rates also seem to be behind the apparent trend not to open the spigots wide, experts said.

The state's relaxed new rules became effective in June, so Tuesday's report was the first indication of whether Californians would continue to conserve.

"It's maybe not as good as we hoped, but it's better than we feared with conflicting messages out there," Felicia Marcus, Water Resources Control Board chairwoman, said.

#### 'A way of life'

Experts say another reason for the encouraging numbers is that many of the savings are now "locked in" because many Californians ripped out their lawns and installed water-efficient appliances and drip irrigation during the height of the drought.

"For many, conservation is now a way of life — and in our book that's a success," said Jasmine Oaxaca, an enforcement specialist with the state water board.

In May, the five-member board, which is appointed by Brown, approved plans to drop all statewide mandatory water conservation targets it had imposed last year on California's 410 largest cities, water districts and private water companies when the state's historic drought peaked.

Under the prior rules, each community was given a water conservation target — from 8 to 36 percent — based on its per capita water use, with the threat of state fines for failure to meet the targets.

From June 2015 to March 2016, Brown asked Californians to cut water use 25 percent overall in urban areas, compared with 2013. Residents responded, reducing water use by 23.9 percent.

But water agencies, particularly in Southern California and around Sacramento, complained bitterly about the statewide rules, saying that they were costing them hundreds of millions of dollars in lost water sales. They also argued that the rules did not accurately reflect each community's local water supply conditions.

The state water board listened and decided to allow each city and water agency to set its own target. Environmentalists and some scientists said the change was short sighted, given that much of the state, particularly Southern California, received lower-than-normal rainfall this past winter and remains mired in a serious drought.

Some agencies kept strong conservation targets in place. The Santa Clara Valley Water District, which serves 1.9 million people in and around San Jose, cut its target from 30 percent to 20 percent, for example.

But many major water suppliers, including the East Bay Municipal Utility District and Los Angeles Department of Water and Power, immediately announced that their conservation targets would be zero this summer. Other areas that had won accolades for water conservation, such as Santa Cruz, also dropped their targets to zero.

Still, East Bay MUD cut use 18.1 percent in June, and Santa Cruz cut its water use by 20.9 percent.

Elsewhere in the Bay Area, San Jose Water Company cut water use by 27.8 percent, Contra Costa Water District by 37.8 percent, Marin Municipal Water District 13.6 percent, Palo Alto 17.9 percent, San Francisco by 12.5 percent and Alameda County Water District 28.7 percent.

Some experts remain wary that the conservation trend might not last.

### **Caution advised**

In June 2015, Californians cut water use by 27.5 percent compared with the 2013 baseline, noted Heather Cooley, water program director with the Pacific Institute, a nonprofit think tank in Oakland. "Today's numbers are fairly strong," she said. "But I'm concerned about the next several months and years. The water we save now is water we can use later if we don't get rains next winter. We need to be cautious." Cooley said she was disappointed when the Brown administration dropped the mandatory targets. "There was an argument for relaxing them, given that conditions in parts of the state had improved, but I thought the complete removal of those targets was shortsighted," she said. A poll last week by the nonpartisan Public Policy Institute of California found that 63 percent of likely voters said state and local government is not doing enough to respond to the drought, although the number who ranked the drought as the state's most serious environmental issue dropped from 58 percent a year ago to 38 percent now.

Water agencies said Tuesday that they are pleased each city and water district has the ability set its own conservation targets.

“We are telling people it’s OK not to have a bucket in your shower and to flush your toilet when you need to,” said Tim Quinn, executive director of the Association of California Water Agencies. “If we don’t have an emergency, we shouldn’t act like there is an emergency.”

Quinn said while water agencies lost millions on reduced water sales and often had to raise rates to cover costs, the primary motive for wanting to drop “a onesize- fits-all approach from Sacramento” is that many areas built new reservoirs, water recycling projects, even desalination plants — and should be allowed to use that water now.

“You need to keep your credibility with the public,” he said.

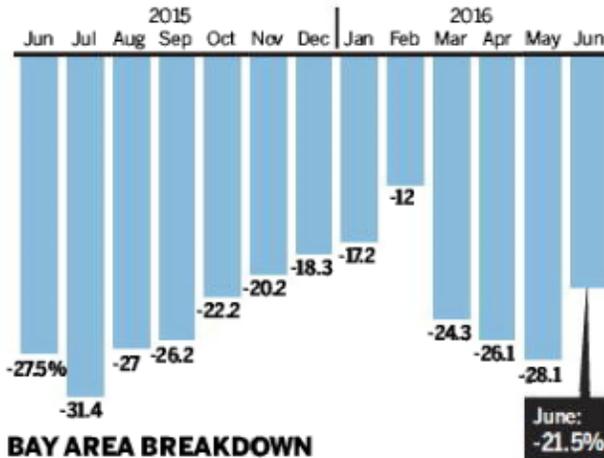
Under the new rules, each community was required by June 15 to report its new conservation target to the state water board. The target was to be based on a forecast in which supply conditions would mirror the past three years, and demand would be the average of 2013 and 2014.

So far, 379 of 410 cities, water districts and private water companies have submitted those plans, and state water board staff is still evaluating them.

*Paul Rogers covers resources and environmental issues. Contact him at 408-9205045. Follow him at Twitter. com/PaulRogersSJMN.*

## CALIFORNIA WATER CONSERVATION

Californians cut residential water use by 21.5 percent in June compared with the same month in 2013, the state's baseline year.



### BAY AREA BREAKDOWN

Percent change in June compared with June 2013

Alameda County Water Dist.	-28.7%	Millbrae	-17.6
American Canyon	-27.2	Morgan Hill	-21.3
Antioch	-26.0	Mountain View	-27.0
Benicia	-39.1	Napa	-19.5
Brentwood	-30.5	North Coast County Water Dist.	-27.3
Burlingame	-31.3	North Marin Water District	NA
Bear Gulch	-27.5	Palo Alto	-17.9
California Water Service Company Livermore	-33.1	Petaluma	-22.2
California Water Service Company Los Altos/Suburban	-26.3	Pittsburg	-20.3
California Water Service Company Mid-Peninsula	-19.7	Pleasanton	-33.0
Coastside County Water Dist.	-3.3	Redwood City	-21.9
Contra Costa Water District	-37.8	San Bruno	-23.9
Daly City	-0.1	San Francisco Public Utilities Commission	-12.5
Dublin San Ramon Services District	-32.5	San Jose	-25.2
East Bay Municipal Utility Dist.	-18.1	San Jose Water Company	-27.8
East Palo Alto	-1.3	San Lorenzo Valley Water District	-9.9
Estero Municipal Improvement District	-16.5	Santa Clara	-23.1
Gilroy	-28.0	Santa Cruz	-20.9
Golden State Water Company Bay Point	-20.3	Scotts Valley Water District	-22.3
Great Oaks Water Company	-26.1	Sonoma	NA
Hayward	-17.3	Soquel Creek Water District	NA
Hillsborough	NA	Suisun-Solano Water Authority	-23.4
Hollister	-23.5	Sunnyvale	-21.6
Livermore Department of Water Resources	-24.7	Vallejo	-16.7
Marin Municipal Water District	-13.6	Watsonville	-19.1
Martinez	-22.8	Westborough Water District	-22.6
Menlo Park	-40.6		
Mid-Peninsula Water District	-23.6		

### OTHER AREAS

Fresno	-29.1
Los Angeles	-13.6
Sacramento	-28.1
San Diego	-19.6

Source: State Water Resources Control Board

BAY AREA NEWS GROUP

# EAST BAY TIMES

## No local water restrictions for Tri-Cities residents

BY REFUGIO GARCIA

*August 5, 2016*

Unlike many of their neighbors in other Bay Area cities, residents of Fremont, Newark and Union City have let mainly their conscience dictate how much water to use during these hot summer months. Because the Alameda County Water District Board of Directors voted on June 9 to end a water shortage emergency ordinance enacted in July 2014 and to rescind a 13 percent drought surcharge, Tri-Cities water customers are only bound by a few remaining statewide restrictions.

The state still prohibits people from using a hose to clean driveways or sidewalks and bans them from watering their landscaping to the point of runoffs. It also requires restaurants to serve water only upon request and hospitals to offer optional laundering of sheets and towels.

In explaining the decision to end local water conservation measures, the district concluded it “will have sufficient water supplies for the next three years, even when factoring in potential dry years.”

That’s in large part because it receives water from multiple sources, which gives it flexibility in planning and operations, the district said. The primary sources are the State Water Project, the San Francisco Public Utilities Commission and groundwater from the Niles Cone Groundwater Basin.

Plus, the district noted, its customers stepped up and delivered when asked to use at least 20 percent less water than they did in 2013.

Sharene Gonzales, the district’s community affairs specialist, said the state allowed individual water suppliers to determine whether to continue, modify or end their own water conservation measures.

“Agencies are permitted to make these decisions based on state criteria,” Gonzales said. “There’s just no justification for continuing the ordinance with the supplies that the district currently has,” she added.

“We are happy to deliver on a promise that was made to our customers — we’re rescinding the ordinance and surcharges because we’re confident our current and near future water supplies will reliably serve the Tri-Cities,” district board President Judy Huang said in a June 9 statement. “Our customers have stepped up to our call for action and saved tremendous amounts of water since 2013,” she added. “The big difference with us is instead of limiting irrigation to only two days a week at this time of year, that requirement does not exist anymore,” district General Manager Robert Shaver said. “Our customers have invested in reliable water supplies and our customers should have an opportunity to benefit from this investment.” In addition to

mandating water conservation, the emergency ordinance adopted two years ago also slapped a 13 percent surcharge on customers' water bills to help offset a \$30 million revenue shortage the district incurred due to a combination of decreased water sales and high operating expenses.

"The surcharge didn't eliminate the deficit but it helped to mitigate the high costs," Gonzales said.

The drought surcharge generated \$11.3 million, cutting the deficit by about a third.

"This is something that all water districts in California are experiencing," Shaver said.

In addition, the district plans to reduce capital expenditures by \$17 million over the next five years, much of that by closing a water treatment facility that needs major upgrades, under the assumption that water use will be down over the next 10 years.

"Water use just doesn't bounce back," Shaver said. "People permanently change their behavior."

And that's a good thing, Huang implied in her June 9 statement.

"With the water shortage emergency ordinance rescinded, let us not forget that droughts are cyclical," she said. "Let's continue conservation, water-wise gardening and our watersaving habits."

# San Mateo Announces Meetings Regarding Underground Wastewater Storage

The City of San Mateo Public Works Department invites members of all San Mateo neighborhoods to attend the meetings on August 23 and 25.

By [Jamie Wilkins \(Patch Staff\)](#) - August 12, 2016 10:33 am ET

From the [City of San Mateo](#):

San Mateo, CA - The City of San Mateo Public Works Department invites members of all San Mateo neighborhoods to attend the first in a series of community meetings regarding underground wastewater storage. During these meetings, attendees will have the opportunity to learn about the process for selecting a location for an underground storage facility to address sanitary sewer overflows.

When constructed, this underground wastewater storage facility will help to eliminate wastewater overflows that would be used on a short-term basis during heavy rains. The storage facility will provide sewer system capacity assurance and meet regulatory requirements, key components of the Clean Water Program (CWP).

Members of the general public are invited to attend the following community meetings:

- Tuesday, August 23, 2016; 6:30-8:30 pm; Police Emergency Operations Center, 200 Franklin Parkway, San Mateo, CA 94403
- Thursday, August 25, 2016; 6:30-8:30 pm; City Hall - Council Chambers, 330 West 20th Avenue, San Mateo, CA 94403

## About the Clean Water Program

The Clean Water Program is a comprehensive plan to upgrade the aging wastewater collection and treatment system with advanced infrastructure that will provide reliable services for years to come. The Wastewater Treatment Plant components of the Clean Water Program are a joint effort between the City of San Mateo and City of Foster City/Estero Municipal Improvement District (EMID). The City of Foster City is a partial owner of the Wastewater Treatment Plant.



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

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

Karen W. Murphy  
*Attorney*

**DATE:** August 16, 2016

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

**FROM:** Paul R. Eldredge, General Manager/District Engineer  
Sami Ghossain, Technical Services Manager  
Michelle Powell, Communications and Intergovernmental Relations Coordinator

**SUBJECT:** Agenda Item No. 11 - Meeting of August 22, 2016  
**LEGISLATIVE UPDATE ON REGIONAL, STATE, AND NATIONAL ISSUES OF INTEREST TO THE BOARD**

### **Recommendation**

Information only

### **Background**

The Board indicated that it wishes to receive periodic reports on legislation and other information that may impact or be of interest to the District. If there are any additional information or a different format desired by the Board, Staff will incorporate feedback into future reports.

Following are summaries of information staff believes would be most significant to the Board. Attached are more comprehensive lists of state and federal legislation currently tracked by industry associations. The attached are the most updated lists available as of the publishing date of this staff report.

**Regional News:**

**Alameda County Water District (ACWD)** – The Alameda County Water District (ACWD) Board of Directors voted unanimously at its June 9 meeting to rescind the district's water shortage emergency ordinance and end the drought surcharges effective July 1, 2016. Analyses by ACWD staff have projected the district will have sufficient water supplies for the next three years, even when factoring in potential dry years.

The district plans to launch a bill-payment assistance program, “Help On Tap”, for low-income residential customers in 2017. ACWD currently lists income guidelines on its website, and asks those who meet them and are interested in bill payment assistance to complete an online survey that will assist in program development.

Plans are underway to offer public tours of one of the district’s treatment facilities, currently proposed for a Saturday in September, 2016. USD has shared information regarding its May 2015 Open House planning process, and will inform the Board when notified of the confirmed date.

ACWD anticipates beginning construction this summer of a water main replacement on Iron Horse Lane in Niles. Approximately 1,000 feet of pipeline will be replaced with a new 6-inch diameter water main along and in the vicinity of Iron Horse Lane from H Street to a dead-end alley south of J Street. The district held a “tent event” on August 17, 2016 on Iron Horse Lane to present project information to the community. Project information is also on ACWD’s website.

**City of Newark** – The City continues a comprehensive “overhaul” of its Zoning Ordinance. Three public Planning Commission work sessions and a community meeting will be held to gather input from residents, property owners and businesses. The first of the Planning Commission Work Sessions was scheduled for April 26, 2016 at 7:30pm in City Council Chambers. Subsequent meetings are anticipated to occur in September and October 2016. One proposed change to the ordinance would allow more development to be approved on a staff level. For example: If an industrial development is proposed in an area that is zoned industrial, suggested changes to the zoning ordinance would allow staff to approve the development without subsequent review by the planning commission and city council, which is currently required.

**City of Union City** – The City continues its General Plan Update activities, with a workshop to receive input from business and property owners on preferred land uses held on April 27, 2016. Topics included the Union City Boulevard corridor, Horner-Veasy area, and Greater Station District area. The Planning Commission will be providing a final recommendation of the focus area alternative, including the Horner-Veasy land alternatives, at their September 15. City Council will provide final direction on the land use alternatives at their September 27 meeting.

**Alameda County** – Supervisor Scott Haggerty’s District 1 webpage notes Caltrans’ short-term safety improvements project on State Route 84 between 238 and I-680 (Niles Canyon Road between Mission Blvd. and I-680). Work began in July 2016 and is expected to be complete in December 2016. State Route 84 will remain open to traffic during the entire construction period.

**State News:**

**Little Hoover Commission** – This oversight agency will conduct a public hearing on special districts on Thursday, August 25, 2016. The hearing is intended to service as a follow-up to the Commission’s 2000 report, *Special Districts: Relics of the Past or Resources for the Future?* That report put forward five findings and five recommendations related to visibility and accountability, local agency formation commissions, local analytical tools, reserve funds, and property tax allocation. The California Special District Association (CSDA) has submitted written testimony to the Commission and will testify before it on August 25, 2016. The Commission is expected to publish a new report regarding special districts in Spring 2017.

**State Legislation:**

<p><b>SB 163</b></p>	<p><b>(Hertzberg D)</b>  <b>Wastewater treatment: recycled water.</b>  <b>Position:</b> CASA - Oppose, work w/author; CSDA – Oppose  <b>Update:</b> Bill shelved by author</p>
<p><b>Summary:</b> Would declare that, except in compliance with the bill's provisions, it is a waste and unreasonable use of water to discharge treated wastewater from an ocean or bay outfall, or for a water supplier or water replenishment district to not take treated wastewater made available for certain purposes. The bill would require the State Water Resources Control Board to promulgate regulations, on or before January 1, 2020, that would require each NPDES permitholder, on or before January 1, 2023, to submit to the state board the permitholder's plans to achieve beneficial reuse, to the maximum extent possible, of treated wastewater that would otherwise be discharged through ocean or bay outfalls. The bill was shelved by the author, who stated in a letter to supporters that he plans to reintroduce the bill next year.</p>	
<p><b>SB 1069</b></p>	<p><b>(Wieckowski D)</b>  <b>An act to amend sections 65582.1, 65583.1, 65589.1, 65852.150, 65852.2, and 66412.2 of the Government Code, relating to land use</b>  <b>Position:</b> CASA - Neutral</p>
<p><b>Summary:</b> The Planning and Zoning Law authorizes the legislative body of a city or county to regulate, among other things, the intensity of land use, and also authorizes a local agency to provide by ordinance for the creation of 2<sup>nd</sup> units in single-family and multifamily residential zones, as specified. That law makes finding and declarations with respect to the value of second units to California’s housing supply. This bill would replace the term "second unit" with "accessory dwelling unit" throughout the law. As amended, the bill states that accessory dwelling units shall not be considered new residential uses for the purposes of calculating local utility connection fees or capacity charges, including water and sewer service. If a property owner remodels an existing home or garage, no additional capacity or traffic mitigation fees can be charged. If there is expansion, capacity fees can be charged proportionate to the size of the burden on the system. This can be calculated by percentage of increased floor area or number of additional fixtures. The amended bill states that the increased floor area of an attached accessory dwelling unit shall not exceed 50 percent of the existing living area, with a maximum increase in floor area of 1,200 square feet.</p>	

<b>SB 1213</b>		<b>(Wieckowski D)</b> <b>Renewable energy: biosolids: matching grants.</b> <b>Position:</b> CASA - Support; CSDA – Watch <b>Update:</b> Dead 5/27/16
<b>Summary:</b> Would require the State Energy Resources Conservation Commission to develop and implement the Biosolids to Clean Energy Grant Program to provide 50% matching funds to local wastewater agencies for biosolids to clean energy capital projects. The bill would continuously appropriate \$20,000,000 annually from the fund to the commission for purposes of the program.		
<b>SB 1229</b>		<b>(Jackson D)</b> <b>Pharmacies: secure drug take-back bins.</b> <b>Position:</b> CASA – Support; CSDA - Support <b>Update:</b> Enrolled, presented to Governor 8/16/2016
<b>Summary:</b> Would require a pharmacy that owns or operates a secure drug take-back bin in a publicly accessible location to take reasonable steps to ensure the proper disposal of the pharmaceutical waste contained in the bins. The bill would provide that the owner or operator is not liable for civil damages arising from the use of the secure drug take-back bin if the owner or operator takes reasonable steps to ensure the health and safety of consumers and employees and the proper disposal in the waste stream of the pharmaceutical waste contained in the bins.		
<b>SB 1298</b>	<b>Hertzberg (D)</b> <b>Local government: Fees and Charges</b> <b>Position:</b> CASA – Disapprove; CSDA – Concerns <b>Status:</b> Amended at third reading 8/11/16	
<b>Summary:</b> Articles XIII C and XIII D of the California Constitution generally require that assessments, fees, and charges be submitted to property owners for approval or rejection after the provision of written notice and the holding of a public hearing. Current law, the Proposition 218 Omnibus Implementation Act, prescribes specific procedures and parameters for local jurisdictions to comply with Articles XIII C and XIII D of the California Constitution and defines terms for these purposes. This bill would change the definitions of the term “sewer” to include stormwater.		
<b>AB 779</b>	<b>(Garcia D)</b> <b>Local government: financial disclosures</b> <b>Position:</b> CSDA – Oppose <b>Status:</b> Concurrence in Senate amendments pending. May be considered on or after August 18 pursuant to Assembly Rule 77.	
<b>Summary:</b> Requires Special Districts and other public entities to post a link on the home page of their websites to information containing names, positions, and total compensations, including breakdowns on types of compensations provided, for		

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the previous fiscal year of each elected official within that entity and the 10 employees with the greatest total compensation.	
<b>AB 1661</b>	<b>(McCarty D)</b> <b>Local government: sexual harassment training and education.</b> <b>Position:</b> CASA – Watch; CSDA – Watch <b>Update:</b> In Assembly. Concurrence in Senate amendments pending. May be considered on or after August 18 pursuant to Assembly Rule 77.
<b>Summary:</b>	This bill would add requirements of local agency officials, as defined, to receive sexual harassment training and education if the local agency provides any type of compensation, salary, or stipend to those officials, and would allow a local agency to require employees to receive sexual harassment training or information.
<b>AB 2257</b>	<b>(Maienschein R)</b> <b>Local agency meetings: agenda: online posting.</b> <b>Position:</b> CASA – Watch; CSDA – Oppose <b>Update:</b> In Assembly. Concurrence in Senate amendments pending. May be considered on or after August 18 pursuant to Assembly Rule 77.
<b>Summary:</b>	This bill would add to requirements of the Ralph M. Brown Act regarding posting of agendas for meetings by requiring an online posting of an agenda by a local agency to have a prominent direct link to the current agenda itself.
<b>AB 2754</b>	<b>(Grove R)</b> <b>Public employment: employee bargaining representatives: financial information.</b> <b>Position:</b> CASA - Watch Close; CSDA – Watch <b>Update:</b> Dead 5/6/16
<b>Summary:</b>	Would require an organization that provides representation to public employees in labor negotiations with a state or local public employer to hold an election every 2 years to determine if the current labor union should continue to represent those members of the organization. This bill grants members the right during that election to affirmatively select another public employee organization to represent them.
<b>AB 2835</b>	<b>(Cooper D)</b> <b>Public Employees: orientation and informational programs: recognized employee organizations</b> <b>Position:</b> CSDA - Oppose
<b>Summary:</b>	Requires all public employers to provide new employees with an orientation during work hours. Unions representing employees shall be given at least 30 minutes, starting within the first hour of the orientation, to provide a union orientation to the new employees. Additionally, the bill will, if requested by an employee organization or employer, require both sides to meet and confer on a union

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orientation and place that agreement within their MOU.	
<b>AB 2890</b>	<b>(Assembly Committee on Environmental Safety and Toxic Materials) Drinking Water and Wastewater Operator Certification Programs</b> <b>Position:</b> CASA – Watch, work with author <b>Update:</b> Concurrence in Senate amendments pending. May be considered on or after August 18 pursuant to Assembly Rule 77.
<b>Summary:</b>	This bill would require the State Water Resources Control Board to appoint an advisory committee to assist it in carrying out its responsibilities to examine and certify people to operate water treatment plants and water distribution systems.
<b>ACA 8</b>	<b>(Bloom D) Local government financing: water facilities and infrastructure: voter approval.</b> <b>Position:</b> CASA – Support; CSDA – Support if Amended <b>Update:</b> Referred to Committee on Local Government 6/23/16; did not make it out of committee by deadline
<b>Summary:</b>	Would create an additional exception to the 1% limit for a rate imposed by a city, county, city and county, or special district to service bonded indebtedness incurred to fund the construction, reconstruction, rehabilitation, or replacement of wastewater treatment facilities and related infrastructure, or other types of facilities and infrastructure, that is approved by 55% of the voters of the city, county, city and county, or special district, as applicable, if the proposition meets specified requirements, and would authorize a city, county, city and county, or special district to levy a 55% vote ad valorem tax. This bill contains other related provisions and other existing laws.

**Federal Legislation:**

<b>S 1248</b>	<b>Water Resources Development Act of 2016 (WRDA) Introduced April 25, 2016</b> <b>Update:</b> CASA anticipates that there will be activity regarding this act in either the September or “Lame Duck” session of Congress
<b>Summary:</b>	Includes many significant provisions for the clean water sector. These include creation of a clean water trust fund, proposed changes to affordability guidelines, codification of integrated planning, reauthorization of a wet weather grant program, creation of an EPA municipal Ombudsman to assist communities in their interaction with EPA, and more.
<b>S 1894</b>	<b>(Feinstein D-CA) A bill to provide short-term water supplies to drought-stricken California</b> <b>Position:</b> CASA – Statement of support provided and submitted to

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<p>Committee on Energy and Natural Resources for the record.  <b>Update:</b> CASA anticipates that Senator Feinstein, in her position on the Appropriations Committee, will make some headway on the legislation</p>	
<p><b>Summary:</b> Providing comprehensive approach to address drought emergencies, including funding of water recycling, desalination, storage, and expedited water transfers.</p>	
<p><b>H.R. 1278/ S 741 (Capps D-CA, Cardin D-MD)</b>  <b>Water Infrastructure Resiliency and Sustainability Act of 2015</b>  <b>Position:</b> CASA – Support  <b>Update:</b> CASA states that action is unlikely</p>	
<p><b>Summary:</b> Authorizes EPA to establish grant program for owners and operators of water systems to increase resiliency to any ongoing or forecasted changes to the hydrologic conditions of a region of the United States.</p>	
<p><b>H.R. 1634 (Graves R-MO)</b>  <b>To amend the Federal Water Pollution Control Act to increase the length of time for a certain permit</b>  <b>Position:</b> CASA - Support</p>	
<p><b>Summary:</b> Provides for extended NPDES Permit Terms of 20 years.</p>	
<p><b>H.R. 1705 (Latta R-OH)</b>  <b>Clean Water Affordability Act of 2015</b></p>	
<p><b>Summary:</b> Assists municipalities and regional sewer authorities that would experience significant hardship raising necessary revenue to finance projects and activities for the construction of wastewater treatment works, and for other purposes.</p>	
<p><b>H.R. 2583 (Cardin D-MD)</b>  <b>FUND Water Act</b>  <b>Position:</b> CASA – Sent letter of support; National Water Policy Forum - Support</p>	
<p><b>Summary:</b> More than triples the amount authorized for Clean Water and Drinking Water SRFs. Clean Water SRF would be authorized at \$5.18 billion in FY 2017 with step increases to \$9.06 billion in FY 2021.</p>	

Attachments: CASA 2016 State Bill Positions List as of July 6, 2016  
CASA Federal Legislation Tracking List

**CASA Bill Positions 2016**  
**Wednesday, July 06, 2016**

- [AB 626](#) (Chiu D) Public contracts: claim resolution.**  
**Last Amend:** 6/8/2016  
**Status:** 6/29/2016-From committee: Do pass and re-refer to Com. on APPR. (Ayes 7. Noes 0.) (June 28). Re-referred to Com. on APPR.  
**Location:** 6/29/2016-S. APPR.  
**Summary:** Current law applicable to state public contracts generally requires that the resolution of claims related to those contracts be subject to arbitration. Current law applicable to local agency contracts prescribes a process for the resolution of claims related to those contracts of \$375,000 or less. This bill would establish, for contracts entered into on or after January 1, 2017, a claim resolution process applicable to any claim by a contractor in connection with a public works project. The
- | Organization | Position |
|--------------|----------|
| CASA         | Watch    |
- [AB 779](#) (Garcia, Cristina D) Local government: financial disclosures.**  
**Last Amend:** 6/2/2016  
**Status:** 6/29/2016-Action From GOV. & F.: Do pass as amended.To APPR..  
**Location:** 6/29/2016-S. APPR.  
**Summary:** Would require a city, county, city and county, or special district to post a link on the homepage of its Internet Web site that contains the names, positions, and total compensation, including a breakdown of the types of compensation provided, of each elected official within that entity for the previous fiscal year and the 10 employees with the greatest total compensation, as specified. By increasing the duties of local officials, this bill would impose a state-mandated local program. This bill contains other related provisions and other existing laws.
- | Organization | Position   |
|--------------|------------|
| CASA         | Disapprove |
- [AB 1103](#) (Dodd D) Solid waste disposal: self-haulers.**  
**Last Amend:** 6/6/2016  
**Status:** 6/28/2016-Read second time. Ordered to third reading.  
**Location:** 6/28/2016-S. THIRD READING  
**Summary:** The California Integrated Waste Management Act of 1989, administered by the Department of Resources Recycling and Recovery, generally regulates the disposal, management, and recycling of solid waste. Current law requires exporters, brokers, and transporters of recyclables or compost to submit periodic information to the department on the types, quantities, and destinations of materials that are disposed of, sold, or transferred. This bill would require a self-hauler to submit that information to the department and would require the department to develop regulations that define "self-hauler" to include specified persons and entities.
- | Organization | Position          |
|--------------|-------------------|
| CASA         | Watch, as amended |
- [AB 1588](#) (Mathis R) Water and Wastewater Loan and Grant Program.**  
**Last Amend:** 6/15/2016  
**Status:** 6/30/2016-From committee: Do pass and re-refer to Com. on APPR. (Ayes 7. Noes 0.) (June 29). Re-referred to Com. on APPR.  
**Location:** 6/30/2016-S. APPR.  
**Summary:** Would require the State Water Resources Control Board to establish a program to provide funding to counties to award low-interest loans and grants to eligible applicants for specified purposes relating to drinking water and wastewater treatment. This bill would authorize a county to apply to the board for a grant to award loans or grants, or both, to residents of the county, as prescribed. This bill would create the Water and Wastewater Loan and Grant Fund and provide that the moneys in this fund are available, upon appropriation by the Legislature, to the board to administer and implement the program.
- | Organization | Position |
|--------------|----------|
| CASA         | Approve  |
- [AB 1598](#) (Ting D) Budget Act of 2016.**  
**Last Amend:** 5/31/2016  
**Status:** 6/1/2016-Re-referred to Com. on BUDGET.  
**Location:** 6/1/2016-A. BUDGET  
**Summary:** This bill would make appropriations for the support of state government for the 2016-17 fiscal year. This bill contains other related provisions.

**Organization**      **Position**  
CASA                      Watch

**[AB 1661](#) (McCarty D) Local government: sexual harassment prevention training and education.**

**Last Amend:** 6/13/2016

**Status:** 6/22/2016-From committee: Do pass and re-refer to Com. on APPR. (Ayes 6. Noes 0.) (June 22). Re-referred to Com. on APPR.

**Location:** 6/22/2016-S. APPR.

**Summary:** Would require local agency officials, as defined, to receive sexual harassment prevention training and education if the local agency provides any type of compensation, salary, or stipend to those officials, and would allow a local agency to require employees to receive sexual harassment prevention training or information. The bill would also require an entity that develops curricula to satisfy this requirement to consult with the Attorney General, city attorney, or county counsel regarding the sufficiency and accuracy of that proposed content.

**Organization**      **Position**  
CASA                      Watch

**[AB 1773](#) (Obernolte R) Local government renewable energy self-generation program.**

**Last Amend:** 4/13/2016

**Status:** 6/21/2016-From committee: Do pass and re-refer to Com. on APPR. (Ayes 10. Noes 0.) (June 21). Re-referred to Com. on APPR.

**Location:** 6/21/2016-S. APPR.

**Summary:** Under existing law, the Public Utilities Commission is vested with regulatory authority over public utilities. Existing law authorizes a local governmental entity, except a joint powers authority, to receive a bill credit to a designated benefiting account, for electricity exported to the electrical grid by an eligible renewable generating facility and requires the commission to adopt a rate tariff for the benefiting account. This bill would include as a local governmental entity for this purpose a joint powers authority, except as specified. This bill contains other related provisions and other existing laws.

**Organization**      **Position**  
CASA                      Support

**[AB 1842](#) (Levine D) Water: pollution: fines.**

**Last Amend:** 4/27/2016

**Status:** 6/29/2016-Action From E.Q.: Do pass as amended.To APPR..

**Location:** 6/29/2016-S. APPR.

**Summary:** Current law imposes a maximum civil penalty of \$25,000 on a person who discharges various pollutants or other designated materials into the waters of the state. This bill would impose an additional civil penalty of not more than \$10 for each gallon or pound of polluting material discharged. The bill would require that the civil penalty be reduced for every gallon or pound of the illegally discharged material that is recovered and properly disposed of by the responsible party. This bill contains other related provisions and other current laws.

**Organization**      **Position**  
CASA                      Oppose, Work  
   with Others

**[AB 2022](#) (Gordon D) Advanced purified demonstration water.**

**Last Amend:** 3/31/2016

**Status:** 6/27/2016-In committee: Hearing postponed by committee.

**Location:** 6/15/2016-S. APPR.

**Summary:** Would authorize the operator of a facility producing advanced purified demonstration water, as defined, to cause that water to be bottled and distributed as samples for educational purposes and to promote water recycling. The bill would prohibit the advanced purified demonstration water from being distributed unless the water meets or is superior to all federal and state drinking water standards. The bill would authorize advanced purified demonstration water to be bottled at a licensed water-bottling plant in compliance with specified provisions.

**Organization**      **Position**  
CASA                      Support

**[AB 2139](#) (Williams D) Ocean Protection Council: ocean acidification.**

**Last Amend:** 6/20/2016

**Status:** 6/29/2016-SEN. E.Q. Vote - Do pass as amended, and re-refer to the Committee on Appropriations.

**Location:** 6/29/2016-S. APPR.

**Summary:** Current law establishes the Ocean Protection Council in state government and prescribes

the membership, functions, and duties of the council with regard to the protection and conservation of ocean and coastal resources. This bill would, subject to the availability of funding, authorize the council to develop an ocean acidification and hypoxia science task force to ensure that council decisionmaking is supported by best available science, and require the council to take specified actions to address ocean acidification, as prescribed, and, beginning January 1, 2018, and annually thereafter, at its first meeting of the year, adopt recommendations for further actions that may be taken to address ocean acidification.

<b>Organization</b>	<b>Position</b>
CASA	Watch

**[AB 2223](#) (Gray D) Dairy methane reduction.**

**Last Amend:** 5/27/2016

**Status:** 6/9/2016-Referred to Com. on B. & F.R.

**Location:** 6/9/2016-S. BUDGET & F.R.

**Summary:** Current law establishes the Department of Food and Agriculture under the administration of the Secretary of Food and Agriculture to promote and protect the agricultural industry of the state. This bill would appropriate \$10,000,000 from the General Fund to the Department of Food and Agriculture to provide loans for the implementation of dairy digesters and other dairy methane reduction projects and management practices.

<b>Organization</b>	<b>Position</b>
CASA	Watch

**[AB 2257](#) (Maienschein R) Local agency meetings: agenda: online posting.**

**Last Amend:** 6/22/2016

**Status:** 6/29/2016-From committee: Do pass and re-refer to Com. on APPR. (Ayes 7. Noes 0.) (June 29). Re-referred to Com. on APPR.

**Location:** 6/29/2016-S. APPR.

**Summary:** The Ralph M. Brown Act requires the legislative body of a local agency to post, at least 72 hours before the meeting, an agenda containing a brief general description of each item of business to be transacted or discussed at a regular meeting, in a location that is freely accessible to members of the public and to provide a notice containing similar information with respect to a special meeting at least 24 hours prior to the special meeting. This bill would require an online posting of an agenda for a meeting occurring on and after January 1, 2019, of a legislative body of a city, county, city and county, special district, school district, or political subdivision established by the state that has an Internet Web site to be posted on the local agency's primary Internet Web site homepage accessible through a prominent, direct link, as specified.

<b>Organization</b>	<b>Position</b>
CASA	Watch

**[AB 2313](#) (Williams D) Renewable natural gas: monetary incentive program for biomethane projects: pipeline infrastructure.**

**Last Amend:** 6/14/2016

**Status:** 6/27/2016-SEN. E.,U. & C. Vote - Do pass as amended, and re-refer to the Committee on Appropriations.

**Location:** 6/27/2016-S. APPR.

**Summary:** Would require the Public Utilities Commission to modify the monetary incentive program for biomethane projects so that the total available incentive limitation for a project, other than a dairy cluster biomethane project, as defined, is increased from \$1,500,000 to \$3,000,000. The bill would require the commission to increase the total available incentive limitation for a dairy cluster biomethane project to \$5,000,000 and would require that gathering lines for transport of biogas to a centralized processing facility for the project be treated as an interconnection cost.

<b>Organization</b>	<b>Position</b>
CASA	Support

**[AB 2389](#) (Ridley-Thomas D) Special districts: district-based elections: reapportionment.**

**Last Amend:** 5/9/2016

**Status:** 6/30/2016-Read second time. Ordered to third reading.

**Location:** 6/30/2016-S. THIRD READING

**Summary:** Would authorize a governing body of a special district, as defined, to require, by resolution, that the members of its governing body be elected using district-based elections without being required to submit the resolution to the voters for approval. This bill would require the resolution to include a declaration that the change in the method of election is being made in furtherance of the purposes of the California Voting Rights Act of 2001.

<b>Organization</b>	<b>Position</b>
CASA	Watch Close

**[AB 2406](#) (Thurmond D) Housing: junior accessory dwelling units.**

**Last Amend:** 6/8/2016

**Status:** 6/16/2016-Read second time. Ordered to third reading.

**Location:** 6/16/2016-S. THIRD READING

**Summary:** The Planning and Zoning Law authorizes a local agency to provide by ordinance for the creation of 2nd units in single-family and multifamily residential areas, as prescribed. This bill would, in addition, authorize a local agency to provide by ordinance for the creation of junior accessory dwelling units, as defined, in single-family residential zones. The bill would require the ordinance to include, among other things, standards for the creation of a junior accessory dwelling unit, required deed restrictions, and occupancy requirements.

<b>Organization</b>	<b>Position</b>
CASA	Watch, work w/author

**[AB 2446](#) (Gordon D) State Water Resources Control Board: judicial review.**

**Last Amend:** 5/10/2016

**Status:** 6/29/2016-From committee: Do pass and re-refer to Com. on APPR. (Ayes 5. Noes 2.) (June 28). Re-referred to Com. on APPR.

**Location:** 6/29/2016-S. APPR.

**Summary:** The Porter-Cologne Water Quality Control Act, within 30 days of any action or failure to act by a California regional water quality control board under specified law, authorizes an aggrieved person to petition the State Water Resources Control Board to review that action or failure to act. Current law authorizes the state board, in the case of such a review, upon notice and hearing, if a hearing is requested, to stay in whole or in part the effect of the decision and order of a regional board or of the state board. This bill would expand that provision to authorize the state board to issue a stay in the case of review by the state board of a decision or order issued under authority delegated to an officer or employee of the state board where the state board by regulation has authorized a petition for reconsideration by the state board.

<b>Organization</b>	<b>Position</b>
CASA	Watch

**[AB 2511](#) (Levine D) Fertilizing materials: auxiliary soil and plant substances: biochar.**

**Last Amend:** 3/28/2016

**Status:** 6/21/2016-From committee: Do pass and re-refer to Com. on APPR. with recommendation: To Consent Calendar. (Ayes 5. Noes 0.) (June 21). Re-referred to Com. on APPR.

**Location:** 6/21/2016-S. APPR.

**Summary:** Would include biochar, as defined, as a product intended to be used for influencing soils, plant growth, or crop or plant quality for the purposes of the definition of auxiliary soil and plant substances.

<b>Organization</b>	<b>Position</b>
CASA	Watch

**[AB 2523](#) (Mullin D) Local elective offices: contribution limitations.**

**Last Amend:** 6/14/2016

**Status:** 6/22/2016-From committee: Do pass and re-refer to Com. on APPR. (Ayes 4. Noes 1.) (June 21). Re-referred to Com. on APPR.

**Location:** 6/22/2016-S. APPR.

**Summary:** Current law authorizes the governing board of a school district or of a community college district to limit campaign expenditures or contributions in elections to district offices. The Political Reform Act of 1974 specifies that it does not prevent the Legislature or any other state or local agency from imposing additional requirements on a person if the requirements do not prevent the person from complying with the act, and that the act does not nullify contribution limitations or prohibitions by any local jurisdiction that apply to elections for local elective office, as specified. This bill would authorize a county, city, special district, or school district, which includes a community college district, to impose a limitation that is different from the limitation imposed by this bill.

<b>Organization</b>	<b>Position</b>
CASA	Watch/seek info

**[AB 2781](#) (Garcia, Eduardo D) Supplemental environmental projects.**

**Last Amend:** 4/7/2016

**Status:** 6/29/2016-Action From E.Q.: Do pass as amended.To APPR..

**Location:** 6/29/2016-S. APPR.

**Summary:** Current law requires each board, department, and office within the California Environmental Protection Agency that has enforcement authority to establish a policy on supplemental environmental projects that benefits disadvantaged communities and that includes, among other

things, allowing the amount of a supplemental environmental project to be up to 50% of the enforcement action. This bill would require the policy to also include a requirement that 10% of an enforcement action monetary penalty be deposited in the Supplemental Environmental Projects in the Disadvantaged Communities Fund, which would be created by the bill.

<b>Organization</b>	<b>Position</b>
CASA	Work w/author

**AB 2801 (Gallagher R) Local government: fees and charges: written protest.**

**Last Amend:** 5/4/2016

**Status:** 6/30/2016-From Consent Calendar. Ordered to third reading.

**Location:** 6/30/2016-S. THIRD READING

**Summary:** Current statutory law provides notice, protest, and hearing procedures for the levying of new or increased fees or charges by local government agencies pursuant to Article XIII D of the California Constitution. Under current statutory law, one written protest per parcel, filed by an owner or tenant of the parcel, is counted in calculating a majority protest to a proposed new or increased fee or charge. This bill would require the agency to maintain the written protests for a minimum of 2 years following the date of the hearing to consider the written protests. By increasing the duties of local officials, this bill would impose a state-mandated local program. This bill contains other related provisions and other existing laws.

<b>Organization</b>	<b>Position</b>
CASA	Watch

**AB 2835 (Cooper D) Public employees: orientation and informational programs: recognized employee organizations.**

**Last Amend:** 6/21/2016

**Status:** 6/27/2016-From committee: Do pass and re-refer to Com. on APPR. (Ayes 3. Noes 2.) (June 27). Re-referred to Com. on APPR.

**Location:** 6/27/2016-S. APPR.

**Summary:** Current law, including the Meyers-Milias-Brown Act, the Ralph C. Dills Act, the Trial Court Employment Protection and Governance Act, the Trial Court Interpreter Employment and Labor Relations Act, and the Los Angeles County Metropolitan Transportation Authority Transit Employer-Employee Relations Act, as well as provisions commonly referred to as the Educational Employment Relations Act and the Higher Education Employer-Employee Relations Act, regulates the labor relations of the state, the courts, and specified local public agencies and their employees. This bill would require the public employers regulated by the acts described above to provide newly hired employees, as defined, a specified public employee orientation within 2 months of hiring.

<b>Organization</b>	<b>Position</b>
CASA	Watch Close, Work with other organizations

**AB 2853 (Gatto D) Public records.**

**Last Amend:** 6/16/2016

**Status:** 6/16/2016-Read second time and amended. Re-referred to Com. on APPR.

**Location:** 6/16/2016-S. APPR.

**Summary:** Would authorize a public agency that posts a public record on its Internet Web site to refer a member of the public that requests to inspect the public record to the public agency's Internet Web site where the public record is posted. This bill would require, if a member of the public requests a copy of the public record due to an inability to access or reproduce the public record from the Internet Web site where the public record is posted, the public agency to promptly provide a copy of the public record to the member of the public, as specified. This bill contains other related provisions and other existing laws.

<b>Organization</b>	<b>Position</b>
CASA	Watch

**AB 2890 (Committee on Environmental Safety and Toxic Materi) Drinking water and wastewater operator certification programs.**

**Last Amend:** 5/25/2016

**Status:** 6/28/2016-Read second time. Ordered to third reading.

**Location:** 6/28/2016-S. THIRD READING

**Summary:** Current law requires the State Water Resources Control Board to examine and certify persons as to their qualifications to supervise or operate water treatment plants and water distribution systems. Current law requires the certification to indicate the classification of water treatment plant or water distribution system that the person is qualified to supervise or operate. This bill would require the board to appoint an advisory committee to assist it in carrying out its responsibilities to examine and certify people to operate water treatment plants and water distribution

systems. This bill would require the advisory committee to review all proposed regulations and make recommendations to the board.

<b>Organization</b>	<b>Position</b>
CASA	Watch

**ACA 8** **(Bloom D) Local government financing: water facilities and infrastructure: voter approval.**

**Status:** 6/23/2016-Referred to Coms. on L. GOV. and APPR.

**Location:** 6/23/2016-A. L. GOV.

**Summary:** Would create an additional exception to the 1% limit for a rate imposed by a city, county, city and county, or special district to service bonded indebtedness incurred to fund the construction, reconstruction, rehabilitation, or replacement of wastewater treatment facilities and related infrastructure, potable water producing facilities and related infrastructure, nonpotable water producing facilities and related infrastructure, and stormwater treatment facilities and related infrastructure, that is approved by 55% of the voters of the city, county, city and county, or special district, as applicable, if the proposition meets specified requirements, and would authorize a city, county, city and county, or special district to levy a 55% vote ad valorem tax. This bill contains other related provisions and other existing laws.

<b>Organization</b>	<b>Position</b>
CASA	Support

**SB 286** **(Hertzberg D) Electricity: direct transactions.**

**Last Amend:** 3/1/2016

**Status:** 3/1/2016-From committee with author's amendments. Read second time and amended. Re-referred to Com. on APPR.

**Location:** 3/1/2016-A. APPR.

**Summary:** Would require the Public Utilities Commission to adopt and implement a schedule that implements a 2nd phase-in period for expanding direct transactions for individual retail nonresidential end-use customers over a period of not more than 3 years, raising the allowable limit of kilowatthours that can be supplied by other providers in each electrical corporation's distribution service territory by that electrical corporation's share of an aggregate of 8,000 gigawatthours, apportioned as specified.

<b>Organization</b>	<b>Position</b>
CASA	Support

**SB 661** **(Hill D) Protection of subsurface installations.**

**Last Amend:** 6/28/2016

**Status:** 6/28/2016-Read second time and amended. Re-referred to Com. on APPR.

**Location:** 6/28/2016-A. APPR.

**Summary:** Current law requires every operator of a subsurface installation, except the Department of Transportation, to become a member of, participate in, and share in the costs of, a regional notification center. Current law requires any person who plans to conduct any excavation to contact the appropriate regional notification center before commencing that excavation, as specified. Current law defines a subsurface installation as any underground pipeline, conduit, duct, wire, or other structure. This bill, the Dig Safe Act of 2016, would define "working day" for purposes of determining excavation start date and time in the context of these provisions. This bill contains other related provisions and other existing laws.

<b>Organization</b>	<b>Position</b>
CASA	Watch Close

**SB 919** **(Hertzberg D) Water supply: creation or augmentation of local water supplies.**

**Last Amend:** 5/31/2016

**Status:** 6/28/2016-From committee: Do pass and re-refer to Com. on APPR. with recommendation: To consent calendar. (Ayes 15. Noes 0.) (June 28). Re-referred to Com. on APPR.

**Location:** 6/28/2016-A. APPR.

**Summary:** Would require the Public Utilities Commission, before January 1, 2018, in consultation with the Independent System Operator, to address the oversupply of renewable energy resources through a tariff or other economic incentive for electricity purchased by customers operating "facilities that create or augment local water supplies," as defined, to reduce the cost of electricity to those facilities. This bill contains other related provisions and other existing laws.

<b>Organization</b>	<b>Position</b>
CASA	Support/work w/author

**SB 954** **(Hertzberg D) Public works: prevailing wage: per diem wages.**

**Last Amend:** 6/14/2016

**Status:** 6/30/2016-Read second time. Ordered to third reading.

**Location:** 6/30/2016-A. THIRD READING

**Summary:** Would require per diem wages to include industry advancement and collective bargaining agreements administrative fees if the payments are made pursuant to a collective bargaining agreement to which the employer is obligated. The bill would also exclude from per diem wages, if the payments are not made pursuant to a collective bargaining agreement to which the employer is obligated, employer payments for other purposes similar to certain apprenticeship or other training programs, worker protection and assistance programs or committees established under the federal Labor Management Cooperation Act of 1978, and industry advancement and collective bargaining agreements administrative fees, as specified. This bill contains other related provisions and other existing laws.

<b>Organization</b>	<b>Position</b>
CASA	Disapprove

**SB 970 (Leyva D) Greenhouse Gas Reduction Fund: grant program: recyclable materials.**

**Last Amend:** 6/29/2016

**Status:** 6/29/2016-Read second time and amended. Re-referred to Com. on APPR.

**Location:** 6/29/2016-A. APPR.

**Summary:** Current law requires certain moneys appropriated by the Legislature from the Greenhouse Gas Reduction Fund to be used by the Department of Resources Recycling and Recovery for a grant program to provide financial assistance to reduce greenhouse gas emissions by promoting in-state development of infrastructure to process organic and other recyclable materials into new, value-added products. This bill would require the department, in awarding a grant for organics composting or anaerobic digestion under the program, to consider, among other things, the amount of greenhouse gas emissions reductions that may result from the project and the amount of organic material that may be diverted from landfills as a result of the project.

<b>Organization</b>	<b>Position</b>
CASA	Support

**SB 1069 (Wieckowski D) Land use: zoning.**

**Last Amend:** 6/16/2016

**Status:** 6/30/2016-From committee: Do pass and re-refer to Com. on APPR. (Ayes 6. Noes 2.) (June 29). Re-referred to Com. on APPR.

**Location:** 6/30/2016-A. APPR.

**Summary:** The Planning and Zoning Law authorizes the legislative body of a city or county to regulate, among other things, the intensity of land use, and also authorizes a local agency to provide by ordinance for the creation of 2nd units in single-family and multifamily residential zones, as specified. That law makes findings and declarations with respect to the value of 2nd units to California's housing supply. This bill would replace the term "second unit" with "accessory dwelling unit" throughout the law.

<b>Organization</b>	<b>Position</b>
CASA	Oppose, unless amended, work w/author

**SB 1170 (Wieckowski D) Public contracts: water pollution prevention plans: delegation.**

**Last Amend:** 5/31/2016

**Status:** 6/30/2016-From committee: Do pass and re-refer to Com. on APPR. (Ayes 6. Noes 2.) (June 29). Re-referred to Com. on APPR.

**Location:** 6/30/2016-A. APPR.

**Summary:** Would prohibit a public entity, charter city, or charter county from requiring a contractor on a public works contract that includes compliance with a plan to assume responsibility for the completeness and accuracy of a plan developed by that entity. The bill would provide that these prohibitions do not apply to contracts that use specified procurement methods if the contractor or construction manager at risk is required by the bid or procurement documents to retain a plan developer for the project owners. The bill would also declare that this is a matter of statewide concern.

<b>Organization</b>	<b>Position</b>
CASA	Oppose

**SB 1229 (Jackson D) Home-generated pharmaceutical waste: secure drug take-back bins.**

**Last Amend:** 6/27/2016

**Status:** 6/28/2016-Read second time. Ordered to third reading.

**Location:** 6/28/2016-A. THIRD READING

**Summary:** Under existing law, the Medical Waste Management Act, the State Department of Public Health regulates the management and handling of medical waste, including pharmaceutical waste, as defined. This bill would provide that a collector, as defined, is not liable for civil damages, or subject to criminal prosecution, for any injury or harm that results from the collector maintaining a secure drug

take-back bin on its premises provided that the collector, not for compensation, acts in good faith to take specified steps, including that the collector regularly inspects the area surrounding the secure drug take-back bin for potential tampering or diversion, to ensure the health and safety of consumers and employees and the proper disposal in the waste stream of home-generated pharmaceutical waste, as defined, contained in the bins.

<b>Organization</b>	<b>Position</b>
CASA	Support

**[SB 1298](#) (Hertzberg D) Local government: fees and charges.**

**Last Amend:** 6/13/2016

**Status:** 6/30/2016-From committee: Do pass as amended. (Ayes 5. Noes 3.) (June 29).

**Location:** 6/13/2016-A. L. GOV.

**Summary:** Articles XIII C and XIII D of the California Constitution generally require that assessments, fees, and charges be submitted to property owners for approval or rejection after the provision of written notice and the holding of a public hearing. Would define the terms "proportional cost of the service attributable to the parcel" and "sewer service," and would recast the definition of "water" to mean "water service," for these purposes. The bill would additionally specify that one vote per parcel may be counted in determining whether a proposed fee or charge is approved by a majority vote, as specified. This bill contains other related provisions and other existing laws.

<b>Organization</b>	<b>Position</b>
CASA	Disapprove

**[SB 1383](#) (Lara D) Short-lived climate pollutants.**

**Last Amend:** 4/12/2016

**Status:** 6/28/2016-From committee: Do pass and re-refer to Com. on APPR. (Ayes 6. Noes 1.) (June 27). Re-referred to Com. on APPR.

**Location:** 6/28/2016-A. APPR.

**Summary:** Would require the State Air Resources Board, no later than January 1, 2018, to approve and begin implementing that comprehensive strategy to reduce emissions of short-lived climate pollutants to achieve a reduction in methane by 40%, hydrofluorocarbon gases by 40%, and anthropogenic black carbon by 50% below 2013 levels by 2030, as specified.

<b>Organization</b>	<b>Position</b>
CASA	Approve

**[SB 1436](#) (Bates R) Local agency meetings: local agency executive compensation: oral report of final action recommendation.**

**Last Amend:** 4/6/2016

**Status:** 6/30/2016-Read second time. Ordered to consent calendar.

**Location:** 6/30/2016-A. CONSENT CALENDAR

**Summary:** Current law prohibits the legislative body from calling a special meeting regarding the salaries, salary schedules, or compensation paid in the form of fringe benefits, of a local agency executive, as defined. This bill, prior to taking final action, would require the legislative body to orally report a summary of a recommendation for a final action on the salaries, salary schedules, or compensation paid in the form of fringe benefits of a local agency executive during the open meeting in which the final action is to be taken. This bill contains other related provisions and other existing laws.

<b>Organization</b>	<b>Position</b>
CASA	Watch

**Total Measures: 35**

**Total Tracking Forms: 35**

CASA FEDERAL LEGISLATIVE COMMITTEE  
POLICY UPDATE  
AUGUST 10, 2016

Bill No.	Title	Sponsor	Summary	Status	Cosponsors	Position	Comments
<b>WATER QUALITY</b>							
H.R. 4954	<b>Water Quality Protection and Job Creation Act of 2016</b>	Peter DeFazio (D-OR)	To amend the Federal Water Pollution Control Act to authorize appropriations (\$20 billion over five years) for State water pollution control revolving funds and other efforts to improve water quality and create thousands of new, living wage construction jobs.	04/18/2016 Referred to the Subcommittee on Water Resources and Environment.	Grace Napolitano (D-CA) + 38 other Representatives.		Placeholder for potential water infrastructure debate
H.R. 1668	<b>Save our Water Act</b>	Tom McClintock (R-CA)	To amend the Endangered Species Act of 1973 to provide for suspension of application of the Act to water releases by Federal and State agencies in river basins that are affected by drought, and for other purposes.	04/22/2015 Referred to Committee on Natural Resources	Rep. Dana Rohrabacher (R-CA)		
S. 3248	<b>Agriculture Environmental Stewardship Act</b>	Sherrrod Brown (D-OH)	The bill will increase sustainability of farms by helping to deploy new nutrient recovery and biogas systems to recycle organic material into baseload renewable energy and healthy soil products. The legislation provides a 30 percent investment tax credit for qualifying biogas and nutrient recovery systems and is the Senate companion bill to H.R. 5489.	07/14/2016 Referred to the Committee on Finance.	Pat Robert (R-KS)		HR. 5489 companion bill sponsored by Ron Kind (D-WI) Biosolids reportedly eligible but clarification necessary
<b>FISCAL YEAR 2017 APPROPRIATIONS</b>							
H.R. 5538	<b>Interior and Environment Appropriations Bill</b>	Ken Calvert (D-CA)	\$3.370 billion in support of state and tribal assistance grants (STAG). \$1.000 billion would be reserved from STAG to support Clean Water SRF needs. \$1.070 billion would be reserved from STAG to support Drinking Water SRF needs. States are authorized to use either fund to support green infrastructure, water or energy efficiency improvements or other environmental innovation activities. 2% or amounts in the SRF or \$30 million, whichever is greater, may be reserved for tribal needs. 10% of Clean Water and 20% of Drinking Water SRFs is set aside to support enhanced subsidies to address lead in drinking water needs. \$5.3 billion for the Forest Service, of which \$2.9 billion is targeted to wildland fire prevention and suppression. Includes \$480 million for the Payments in Lieu of Taxes program. Fish and Wildlife Service -\$1.5 billion, down \$17 million from fiscal year 2016. S. Geological Survey – \$1.1 billion, \$18 million above fiscal year 2016. Land and Water conservation Fund – \$322 million, down \$128 million from fiscal year 2016.	Passed House 7/14/2016 on near party line vote 231-196 . Veto threat issued			Provides current year SRF funding and \$45M for WIFIA Veto threat due to policy riders including Waters of the U.S. and greenhouse gas emissions rules and CA drought relief provisions
S. 3068	<b>Interior and Environment Appropriations Bill</b>	Lisa Murkowski (R-AK)	Provides for \$1.3 billion to support CWA SFR and would appropriate \$30 million to support WIFIA program	Reported to Senate 6/16/2016			Similar policy riders as H.R. 5538 but no drought amendments
H.R. 5055	<b>Energy and Water Development and Related Agencies Appropriations Act, 2017</b>	Michael Simpson (R-ID)	\$1.1 billion – Bureau of Reclamation, \$100 million to support drought relief projects through WaterSMART program. Includes drought bill H.R. 2989 provisions.	05/26/2016 Motion to reconsider laid on the table Agreed to without objection.			Veto threat issued due to drought bill provisions.

CASA FEDERAL LEGISLATIVE COMMITTEE  
POLICY UPDATE  
AUGUST 10, 2016

S. 2804	<b>Energy and Water Development and Related Agencies Appropriations Act, 2017</b>	Lamar Alexander (R-TN)	The bill increases overall FY2017 Energy and Water Development funding above FY2016 levels. The bill includes increases for both DOE and the Army Corps of Engineers, while funding the Department of the Interior's Bureau of Reclamation at the FY2016 level.	5/12/2016 Approved by Senate			Funding for emergency drought relief assistance provided through USBR Water SMART Program
<b>WATER INFRASTRUTURE</b>							
H.R. 5303	<b>Water Resources Development Act of 2016</b>	Bill Shuster (R-PA)	To provide for improvements to the rivers and harbors of the United States, to provide for the conservation and development of water and related resources, and for other purposes.	05/25/2016 Ordered to be Reported by Voice Vote.	Rep. Peter DeFazio (D-OR), Rep. Bob Gibbs (R-OH), and Rep. Grace Napolitano (D-CA).		Simple reauthorization provides support for limited integrated permits as part of watershed planning activities.
S. 2848	<b>Water Resources Development Act of 2016</b>	James Inhofe (R-OK)	To provide for the conservation and development of water a	04/28/2016 Committee on Environment and Public Works. Ordered to be reported with an amendment favorably.	Senator Barbara Boxer (D-CA)	Support	Numerous SRF provisions to enhance funding of recycling, overflows and green infrastructure. Concern over watersense program incentives for water softners and impact on POTWs WIFIA provided permanent authorization.
S. 2902	<b>Western Water Supply and Planning Enhancement Act of 2016</b>	Jeff Flake (R-AZ)	A bill to provide for long-term water supplies, optimal use of existing water supply infrastructure, and protection of existing water rights.	7/13/2016 marked up and approved 12-10 on party line vote.	Republican committee members support		Provides for environmental streamlining to promote water storage projects. No infrastructure funding.
H.R. 2533	<b>California Long-Term Provisions for Water Supply and Short-Term Provisions for Emergency Drought Relief Act</b>	Dianne Feinstein (D-CA)	To provide short-term water supplies to drought-stricken California and provide for long-term investments in drought resiliency throughout the Western United States.	05/17/2016 Committee on Energy and Natural Resources Subcommittee on Water and Power. Hearings held.			No markup scheduled due to continuing disagreements on funding of infrastructure and reggulatory streamlining

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H.R. 291/S. 176	<b>Water in the 21st Century Act</b>	Napolitano (D-CA)/Boxer (D-CA)	To provide for integrated water management programs and other purposes.	03/02/2015 Referred to the Subcommittee on Water, Power and Oceans./Senate Referred to Committee on Environment and Public Works	H.R.291: 29 cosponsors/ S.176: 2 cosponsors		Provisions could be incorporated into comprehensive drought legislation during Lame Duck Session
H.R. 2689	<b>Eligible Projects Water Resources Reform and Development Act</b>	Mimi Walters (R-CA)	To clarify the scope of eligible water resources projects under the Water Resources Development Act of 1986 and the Water Resources Reform and Development Act of 2014, and for other purposes.	06/10/2015 Referred to the Subcommittee on Water Resources and Environment.	Jared Huffman (D-CA)		Under consideration for floor amendment to H.R. 5303.
H.R. 1705	<b>Clean Water Affordability Act of 2015</b>	Robert Latta (R-OH)	To assist municipalities and regional sewer authorities that would experience a significant hardship raising the revenue necessary to finance projects and activities for the construction of wastewater treatment works, and for other purposes.	03/27/2015 Referred to the Subcommittee on Water Resources and Environment.	Rep. Timonthy Walz (D-MN) and Rep. Brad Ashford (D-NE)		
H.R. 2993	<b>Water Recycling Acceleration Act of 2015</b>	Doris Matsui (D-CA)	To authorize funding for water recycling projects in areas experiencing severe, extreme, or exceptional drought.	04/20/2016 Subcommittee hearings held.	Rep. Jerry McNerney (D-CA), Rep. Jared Huffman (D-CA), Rep. Alan Lowenthal [D-CA], Rep. Grace Napolitano (D-CA), and Rep. Mark DeSaulnier (D-CA)	Support	Provisions would allow for project construction without additional congressional approval based on approved feasibility study.
H.R. 2983	<b>Drought Recovery and Resilience Act of 2015</b>	Jared Huffman (D-CA)	To provide drought assistance and improved water supply reliability to the State of California, other western States, and the Nation.	08/18/2015 Referred to the Subcommittee on Environment.	38 cosponsors	Support	Many provisions incorporated into S. 2533.
S. 653	<b>Water Resources Research Amendments Act of 2015</b>	Benjamin Cardin (D-MD)	To amend the Water Resources Research Act of 1984 to reauthorize grants for and require applied water supply research regarding the water resources research and technology institutes established under that Act.	06/11/2015 Referred to the Subcommittee on Water, Power and Oceans.	Senator John Boozman (R-AR)	Support	S. Rept. 114-48
H.R. 1278/ S. 741	<b>Water Infrastructure Resiliency and Sustainability Act of 2015</b>	Lois Capps (D-CA) /Benjamin Cardin (D-MD)	To authorize the Administrator of the Environmental Protection Agency to establish a program of awarding grants to owners or operators of water systems to increase the resiliency or adaptability of the systems to any ongoing or forecasted changes to the hydrologic conditions of a region of the United States.	03/23/2015 Referred to the House Subcommittee on Water, Power and Oceans./03/16/2015 Referred to the Senate Committee on Environment and Public Works.	H.R. 1278: 12 cosponsors/ S.741: 2 cosponsors	Support	Action unlikely.
H.R. 1710	<b>Drought Resilience Investment Act of 2015</b>	Jerry McNerney (D-CA)	To amend the Water Resources Reform and Development Act of 2014 to provide additional financing options for water infrastructure projects carried out in States in which the Governor of the State has issued a state of drought emergency declaration, and for other purposes.	03/27/2015 Referred to the Subcommittee on Environment and the Economy.	Rep. Doris Matsui (D-CA), Rep. Michael Honda (D-CA), and Rep. Jared Huffman (D-CA)	Support	No action expected.

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REGULATORY REFORM / LOCAL GOVERNMENT							
H.R. 1634	To amend the Federal Water Pollution Control Act to increase the length of time for a certain permit	Sam Graves (R-MO)	Provide for extended NPDES Permit Terms of 20 years	03/25/2015 Referred to Committee on Transportation and Infrastructure	6 Cosponsors	Support	Potential for incorporation into pending legislative initiatives.
Federal Register Pg. 8870-8874	IRS proposed political subdivision rules	N/A	IRS wants political subdivisions to be controlled by state or local governments or a group of elected officials that do not constitute a "private faction."	June 6 public hearing	N/A	Oppose	CASA signed joint letter with NACWA to urge rejection of rulemaking
S. 2012	North American Energy Security and Infrastructure Act of 2016	Lisa Murkowski (R-AK)	To provide for the modernization of the energy policy of the United States, and for other purposes.	Conference Committee members appointed			Provisions of H.R. 2898 incorporated into House version. White House veto threatened over provisions.
H.R. 3353	To amend the Federal Water Pollution Control Act to limit attorney fees and penalties in citizen suits, and for other purposes.	Duncan Hunter (R-CA)	Provide for affirmative defenses under the Clean Water Act's citizen suits provisions and to end frivolous litigation	7/29/2015 Referred to Committee on Transportation and Infrastructure		Support	Action unlikely.
H.R. 712	Sunshine for Regulatory Decrees and Settlements Act of 2015	Doug Collins (R-GA)	Provide for provisions to address sue and settle strategies initiated to secure outcomes desired by NGO's	Passed House 1/7/2016 244-173		No Position	Consistent with CASA effort to address abusive practices by NGO's but does not address citizen suits abuses
H.R. 1732	Regulatory Integrity Protection Act of 2015	Bill Shuster (R-PA)	To preserve existing rights and responsibilities with respect to waters of the United States, and for other purposes.	05/12/2015 Passed in House. Pending in Senate.	70 cosponsors	No Position	