Directors
Manny Fernandez
Tom Handley
Pat Kite
Anjali Lathi
Jennifer Toy

BOARD MEETING AGENDA
Monday, February 13, 2017
Regular Meeting - 7:00 P.M.

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

Officers
Paul R. Eldredge
General Manager/ District Engineer

Karen W. Murphy
Attorney

	1.	Call to Order.
	2.	Pledge of Allegiance.
	3.	Roll Call.
Motion	4.	Approve Minutes of the Meeting of January 23, 2017.
Motion	5.	Approve Minutes of the Special Meeting of January 31, 2017.
Information	6.	Monthly Operations Report for December 2016 *(to be reviewed by the Budget & Finance and Legal/Community Affairs Committee)*.
	7.	Written Communications.
	8.	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.*
Motion	9.	Consider a Resolution to Accept the Construction of the MCC and PLC Replacement Project – Phase 3 from D.W. Nicholson Corporation and Authorize Recordation of a Notice of Completion *(to be reviewed by the Engineering and Information Technology Committee).*
Motion	10.	Consider a Resolution Approving an Agreement for Union Sanitary District Participation in the Alameda County Operational Area Emergency Management Organization *(to be reviewed by the Legal/Community Affairs Committee).*
Motion	11.	Review and Consider Approval of Policy No. 2030, Investment Policy *(to be reviewed by the Budget & Finance Committee).*
Information	12.	Check Register.

Information 13. Solar and Cogeneration Facilities Operational Update *(to be reviewed by the Budget & Finance Committee).*

Information 14. Cal-Card Quarterly Merchant Activity Report *(to be reviewed by the Budget & Finance Committee).*

Information 15. Report on the East Bay Dischargers Authority (EBDA) Meeting of January 12, 2017.

Information 16. Committee Meeting Reports. *(No Board action is taken at Committee meetings):*

a. Legal/Community Affairs Committee – Wednesday, February 8, 2017, at 1:15 p.m.
   - Director Handley and Director Lathi

b. Budget & Finance Committee – Thursday, February 9, 2017, at 11:30 a.m.
   - Director Lathi and Director Toy

c. Engineering and Information Technology Committee – Friday, February 10, 2017, at 9:30 a.m.
   - Director Kite and Director Toy

d. Audit Committee – will not meet.

e. Legislative Committee – will not meet.

f. Personnel Committee – will not meet.

g. Ad Hoc Subcommittee for Communications Strategy.

Information 17. General Manager's Report. *(Information on recent issues of interest to the Board).*

18. 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.

19. Adjournment – The Board will adjourn to the next Regular Meeting in the Boardroom on Monday, February 27, 2017, 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

Officers
Paul R. Eldredge
General Manager/ District Engineer

Karen W. Murphy
Attorney

LEGAL/COMMUNITY AFFAIRS COMMITTEE MEETING

Committee Members: Director Handley and Director Lathi

AGENDA

Wednesday, February 8, 2017
1:15 P.M.

Alvarado Conference Room
5072 Benson Road
Union City, CA 94587

1. Call to Order

2. Roll Call

3. Public Comment

4. Items to be reviewed for the Board meeting of February 13, 2017:
   - Monthly Operations Report for December 2016 – Odor Report and Work Group Reports.
   - Consider a Resolution Approving an Agreement for Union Sanitary District Participation in the Alameda County Area Emergency Management Organization.

5. Adjournment

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.

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 "Public Comment" 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 and are to be completed prior to discussion of the agenda item.

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THE PUBLIC IS INVITED TO ATTEND

Directors
Manny Fernandez
Tom Handley
Pat Kite
Anjali Lathi
Jennifer Toy

Officers
Paul R. Eldredge
General Manager/ District Engineer

Karen W. Murphy
Attorney

BUDGET & FINANCE COMMITTEE MEETING

Committee Members: Director Lathi and Director Toy

AGENDA

Thursday, February 9, 2017
11:30 A.M.

Alvarado Conference Room
5072 Benson Road
Union City, CA 94587

1. Call to Order

2. Roll Call

3. Public Comment

4. Items to be reviewed for the Board meeting of February 13, 2017:
   - Monthly Operations Report for December 2016 – Financial Reports.
   - Review and Consider Approval of Policy No. 2030, Investment Policy.
   - Solar and Cogeneration Facilities Operational Update.
   - Cal-Card Quarterly Merchant Activity Report.
   - General Manager Expense Reimbursement.

5. Adjournment

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.

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 "Public Comment" 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 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

Officers
Paul R. Eldredge
General Manager/ District Engineer

Karen W. Murphy
Attorney

ENGINEERING & INFORMATION TECHNOLOGY COMMITTEE MEETING

Committee Members: Director Kite and Director Toy

AGENDA

Friday, February 10, 2017
9:30 A.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

2. Roll Call

3. Public Comment

4. Items to be reviewed for the Board meeting of February 13, 2017:
   - Consider a Resolution to Accept the Construction of the MCC and PLC Replacement Project – Phase 3 from D.W. Nicholson Corporation and Authorize Recordation of a Notice of Completion.

5. Adjournment

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. 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 "Public Comment" 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 and are to be completed prior to discussion of the agenda item.

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THE PUBLIC IS INVITED TO ATTEND

MINUTES OF THE MEETING OF THE
BOARD OF DIRECTORS OF
UNION SANITARY DISTRICT
January 23, 2017

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
Manny Fernandez, Director
Jennifer Toy, Director

ABSENT: Anjali Lathi, Secretary

STAFF: Paul Eldredge, General Manager
Karen Murphy, District Counsel
Sami Ghossain, Technical Services Manager
James Schofield, Collection Services Manager
Armando Lopez, Treatment and Disposal Services Manager
Pamela Arends-King, Business Services Manager/CFO
Scott Martin, Mechanical Team Coach
Mike Marzano, Environmental Health and Safety Program Manager
Regina McEvoy, Executive Assistant to the General Manager/Board Clerk

VISITOR: Mike Connor, East Bay Dischargers Authority General Manager

APPROVAL OF THE MINUTES OF THE MEETING OF JANUARY 9, 2017

It was moved by Vice President Kite, seconded by Director Fernandez, to approve the Minutes of the Meeting of January 9, 2017. Motion carried with the following vote:

AYES: Fernandez, Handley, Kite, Toy
NOES: None
ABSENT: Lathi
ABSTAIN: None

MONTHLY OPERATIONS REPORT FOR NOVEMBER 2016

This item was reviewed by the Legal/Community Affairs and Budget & Finance Committees. General Manager Eldredge reported the following:

- Odor Complaints: There was one odor complaint received by Collection Services in November 2016, and seven odor complaints received by the Treatment Plant. Details regarding the odor complaints received were included in the Board meeting packet.
- The Cogen system produced 70% of power consumed for the month of November 2016.

Business Services Manager/CFO Arends- King reported the following:

- Revenues:
    - Received $607,000 in capacity fees during the month of November of which $243,000 was received from William Lyons Homes.
- Expenses:
    - Expenses for all Work Groups were at or below budget.

General Manager Eldredge stated Monthly Operations Reports for each work group were included in the Board meeting packet.

WRITTEN COMMUNICATIONS

There were no written communications.

ORAL COMMUNICATIONS

There were no oral communications.

PRESENTATION BY EAST BAY DISCHARGERS AUTHORITY (EBDA) GENERAL MANAGER MIKE CONNOR

EBDA General Manager Connor provided a presentation on his trip to Singapore International Water Week 2016.

DETERMINE DATE FOR CENTENNIAL OPEN HOUSE EVENT AND CONSIDER OPTIONS FOR BOARD INVOLVEMENT IN EVENT PLANNING

Executive Assistant to the General Manager/Board Clerk McEvoy stated staff received Board direction to plan for an Open House in celebration of the District's centennial anniversary in 2018. Previous discussions resulted in consensus that May would be an optimal month to hold the event. Options for various levels of Board involvement in planning the event were presented. Staff recommended the Board set a date for the 2018 Centennial Open House and consider options for Board involvement in planning the event.

It was moved by Director Fernandez, seconded by Director Toy, to set the date for the District's Centennial Open House for May 19, 2018, and to direct staff to provide periodic event planning updates at regular Board meetings. Motion carried with the following vote:

AYES: Fernandez, Handley, Kite, Toy
NOES: None
ABSENT: Lathi
ABSTAIN: None

CONSIDER MARCH 29, 2016, CLAIMS FILED BY MARIA DEL CARMEN BIBIANO AND FERNANDO TRUJILLO FOR ASSERTED LOSSES ASSOCIATED WITH TRAFFIC ACCIDENT

This item was reviewed by the Legal/Community Affairs Committee. District Counsel Murphy stated that on March 23, 2016, a catering truck and a Toyota Corolla were involved in a traffic accident on Mission Boulevard. The "Cause" section of the Police Report stated "an associated factor in the collision was the improper positioning of a manhole cover" owned by Union Sanitary District, and also indicated the accident was caused by one of the drivers following too closely behind an unknown vehicle. On August 5, 2016, the District received a claim from Fernando Trujillo and Maria Del Carmen Bibiano. The claim indicated the claimants were seeking compensation for damage to their truck, for bodily injury, and for pain and suffering, but did not specify an amount of damages. The District's insurance carrier has submitted repeated requests for further information from the claimant's attorney, but has not received information regarding the amount of the claim. Staff recommended the Board send a notice of rejection of claim to their attorney of record which will begin the six month period for the claimant to file a complaint.

It was moved by Vice President Kite, seconded by Director Fernandez, to Deny the Claims Submitted by Maria Del Carmen Bibiano and Fernando Trujillo for Asserted Losses Associated with Traffic Accident and Send Written Notice of Denial to Claimant's Attorney of Record. Motion carried with the following vote:

AYES: Fernandez, Handley, Kite, Toy
NOES: None
ABSENT: Lathi
ABSTAIN: None

CONSIDER A RESOLUTION OF APPLICATION TO LAFCO FOR ANNEXATION NO. U-293, DUMBARTON QUARRY REGIONAL PARK IN THE CITY OF FREMONT

This item was reviewed by the Legal/Community Affairs Committee. Technical Services Manager Ghossain stated the Dumbarton Quarry Regional Park is a proposed recreational development that will include restroom facilities. Dumbarton Quarry Associates submitted a request to annex the Dumbarton Quarry Regional Park, a 91.01 acre parcel, to the District. The parcel lies outside the District's current boundaries, but is within the City of Fremont limits. Annexation of the parcel will be needed to provide sanitary sewer service to the Dumbarton Quarry Regional Park, and Dumbarton Quarry Associates will construct the new sanitary sewer main. Staff recommended the Board consider a resolution of application requesting the Local Agency Formation Commission

of Alameda County (LAFCO) begin proceedings for Annexation No. U-293, Dumbarton Quarry Regional Park, located at 9600 Quarry Road in the City of Fremont.

It was moved by Director Fernandez, seconded by Vice President Kite, to Adopt Resolution No. 2799, Submitting an Application by Union Sanitary District Requesting the Local Agency Formation Commission of Alameda County Begin Proceedings for Annexation No. U-293. Motion carried with the following vote:

AYES: Fernandez, Handley, Kite, Toy
NOES: None
ABSENT: Lathi
ABSTAIN: None

AWARD THE CONSTRUCTION CONTRACT FOR THE DIGESTERS NO. 1 AND 3 ISOLATION VALVES PROJECT TO TNT INDUSTRIAL CONTRACTORS, INC.

This item was reviewed by the Engineering and Information Technology Committee. Technical Services Manager Ghossain stated there are six primary and two secondary digesters at the Plant. Digester gas is collected from the top of each digester dome in individual stainless steel pipelines before combining to travel to the gas conditioning system. Staff have been unable to isolate the digester gas pipelines between the domes of Digesters No. 1 and 3, and Digester No. 3 is scheduled to be taken out of service in Spring 2017 for cleaning. The Project design includes installation of a temporary bypass piping system at Digesters No. 1, 2, and 3, and installation of digester gas isolation valves at Digesters No. 1 and 3. TNT Industrial Contractors, Inc. was the apparent low bidder with a bid of $99,908, and a bid of $0 for Bid Alternate A to provide for builder's risk insurance coverage. The Project's estimated completion is April 2017, and staff will provide construction management and inspection services. Staff recommended the Board award the construction contact, including Bid Alternate A, for the Digesters No. 1 and 3 Gas Isolation Valves Project to TNT Industrial Contractors, Inc. in the amount of $99,908.

It was moved by Vice President Kite, seconded by Director Fernandez, to Award the Construction Contract, including Bid Alternate A, and waiving the bid irregularity, for the Digesters No. 1 and 3 Gas Isolation Valves Project to TNT Industrial Contractors, Inc. in the amount of $99,908. Motion carried with the following vote:

AYES: Fernandez, Handley, Kite, Toy
NOES: None
ABSENT: Lathi
ABSTAIN: None

AUTHORIZE THE GENERAL MANAGER TO EXECUTE AN AGREEMENT AND TASK ORDER NO. 1 WITH CAROLLO ENGINEERS FOR THE PRIMARY DIGESTER NO. 3 REHABILITATION PROJECT

This item was reviewed by the Engineering and Information Technology Committee. Technical Services Manager Ghossain stated the six primary and two secondary digesters at the Alvarado Wastewater Treatment Plant require periodic cleaning to remove accumulated debris and to maintain treatment capacity. Primary Digester No. 3 is scheduled to be cleaned in Spring 2017, a condition assessment will be performed after the cleaning is completed, and it will be rehabilitated before being put back into service. Carollo Engineers was selected due to their experience designing digester rehabilitation projects. Carollo will complete the design of the Project by July 2017, and staff anticipate construction will begin Fall 2017. Staff recommended the Board authorize the General Manager to execute an Agreement and Task Order No. 1 with Carollo Engineers in the amount of $158,813 for the Primary Digester No. 3 Rehabilitation Project.

It was moved by Director Toy, seconded by Director Fernandez, to Authorize the General Manager to Execute an Agreement and Task Order No. 1 with Carollo Engineers in the amount of $158,813 for the Primary Digester No. 3 Rehabilitation Project. Motion carried with the following vote:

AYES: Fernandez, Handley, Kite, Toy
NOES: None
ABSENT: Lathi
ABSTAIN: None

AUTHORIZE THE GENERAL MANAGER TO EXECUTE TASK ORDER NO. 2 WITH WEST YOST ASSOCIATES FOR THE FORCE MAIN CORROSION REPAIRS PROJECT – PHASE 1

This item was reviewed by the Engineering and Information Technology Committee. Technical Services Manager Ghossain stated the District operates and maintains the transport system consisting of three pump stations, three lift stations, and 12 ½ miles of twin force main pipelines to convey wastewater to the Plant. There are 78 manholes along the pipeline alignment. Over time the manhole manways, blind flanges, and appurtenances have corroded. Staff performed visual inspection inside all 78 manholes and hired Carollo Engineers in 2016 to review the data collected during the inspections. Carollo recommended the corroded elements be rehabilitated or replaced. West Yost Associates completed the preliminary design services for the Project, and outlined a three phase plan to accomplish the repairs. Phase 1 will address corrosion repairs on the eastern force main's manholes. Design of the Force Main Corrosion Repairs Project – Phase 1 is scheduled to be completed in Spring 2017 with construction to follow in Summer 2017. Staff recommended the Board authorize the General Manager to execute Task Order No. 2 with West Yost Associates in the amount of $113,464 for the Force Main Corrosion Repairs Project – Phase 1.

It was moved by Director Fernandez, seconded by Director Toy, to Authorize the General Manager to Execute Task Order No. 2 with West Yost Associates in the Amount of $113,464 for the Force Main Corrosion Repairs Project. Motion carried with the following vote:

AYES: Fernandez, Handley, Kite, Toy
NOES: None
ABSENT: Lathi
ABSTAIN: None

INFORMATION ITEMS:

Check Register
All questions were answered to the Board's satisfaction.

Collection Services Preventative Maintenance Evaluation Report
This item was reviewed by the Engineering and Information Technology Committee. Collection Services Manager Schofield stated the District's preventative maintenance program for the collection system has been, for the past 30 years, following a 72 month schedule for cleaning and inspecting the entire gravity system. Staff have identified problematic areas of the system and placed those on a more aggressive inspection and cleaning schedule in addition to accomplishing repairs as needed. West Yost performed a risk assessment calculation on each individual sewer main, and placed each of the District's lines into one of five risk categories. The categories are: A – Low Risk, B – Medium Low Risk, C – Medium Risk, D – Medium High Risk, and E – High Risk. Over 60% of the District's system was classified as Low to Medium Low Risk, while 7.6% was classified as Medium High to High Risk. Due to the findings, staff have increased the preventative maintenance schedule to 84 months for the lines identified as low to medium risk. The schedule increase is part of a two year pilot project, and the lines will continue to be monitored to ensure the increased maintenance schedule has no adverse effects. Staff will continue the aggressive cleaning and inspection schedule for problematic lines.

COMMITTEE MEETING REPORTS:
The Legal/Community Affairs and Budget & Finance Committee meetings were canceled due to a lack of quorum, and individual briefings were conducted. The Engineering and Information Technology Committee met.

GENERAL MANAGER'S REPORT:
General Manager Eldredge reported the following:

- The East Bay Dischargers Authority Strategic Planning Workshop will be held Wednesday, January 25, 2017, from 9:00 a.m. to 3:00 p.m.
- Wet weather flows during the most recent storms reached a maximum flow of 48 MGD, with a high of 18 MGD through the Hayward Marsh.

OTHER BUSINESS:

Vice President Kite stated she attended the Alameda County Special District's Association meeting January 11, 2017.

ADJOURNMENT:

The meeting was adjourned at 8:25 p.m. to a Communications Strategy and Sewer Service Charge Comparison Combined Board Workshop in the Boardroom on Tuesday, January 31, 2017, at 6:00 p.m.

The Board will then adjourn to the next scheduled Regular Board Meeting to be held in the Boardroom on Monday, February 13, 2017, at 7:00 p.m.

SUBMITTED:

_____
REGINA McEVOY
BOARD CLERK

ATTEST:

_____
ANJALI LATHI
SECRETARY

APPROVED:

_____
TOM HANDLEY
PRESIDENT

Adopted this 13th day of February, 2017

MINUTES OF THE SPECIAL MEETING OF THE
BOARD OF DIRECTORS OF
UNION SANITARY DISTRICT
January 31, 2017

CALL TO ORDER

President Handley called the special meeting to order at 6:00 p.m.

ROLL CALL

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

STAFF: Paul Eldredge, General Manager/District Engineer
Pamela Arends-King, Business Services Manager/CFO
Michelle Powell, Communications and Intergovernmental Relations Coordinator

PUBLIC COMMENT

There was no public comment.

COMBINED BOARD WORKSHOP

Staff presented information related to the following topics to the Board, and responded to Board questions:

- Communications Strategy
- Sewer Service Charge Comparison

ADJOURNMENT:

The special meeting was adjourned at approximately 8:15 p.m. to the next Regular Board Meeting in the Boardroom on Monday, February 13, 2017, at 7:00 p.m.

SUBMITTED:

_____
REGINA McEVOY
BOARD CLERK

ATTEST:

_____
ANJALI LATHI
SECRETARY

APPROVED:

_____
TOM HANDLEY
PRESIDENT

Adopted this 13th day of February, 2017

Directors
Manny Fernandez
Tom Handley
Pat Kite
Anjali Lathi
Jennifer Toy

Officers
Paul R. Eldredge
General Manager/ District Engineer

Karen W. Murphy
Attorney

DATE: February 6, 2017

MEMO TO: Board of Directors - Union Sanitary District

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

SUBJECT: Agenda Item No. 6 - Meeting of February 13, 2017
Information Item: **Monthly Operations Report for December 2016**

Background

Attached are Monthly Operations Reports for December 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 by Collection Services, and one odor complaint received by the Plant. Details may be found in the December 2016 Odor Report included in this Board meeting packet.

SAFETY:

- There were two recordable injuries in December 2016.
- There were two near misses in December 2016.
- Two comments were received on our Safety Blog in December 2016. Both comments were about safety while driving on Benson Road.

- Our FEMA Hazard Mitigation Plan was completed and submitted to Cal-EPA to start the approval process. Approval should take approximately 90 days

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

- Participated in the CASA Federal Legislative Committee Annual Planning Meeting.
- Conducted individual meetings with Board members.
- Participated in Bay Area to Biosolids Energy Steering Committee meeting.
- Attended the East Bay Dischargers Authority (EBDA) Managers Advisory Committee.
- Attended the EBDA Commission Meeting
- Attended the District's 2016 Holiday Potluck.
- Attended the Manager's Roundtable at Delta Diablo.

Attachments: Odor Report and Map
Hours Worked and Leave Time by Work Group
Financial Reports
Business Services
Technical Services
Collection Services
Fabrication, Maintenance, and Construction
Treatment and Disposal Services

ODOR REPORT
December 2016

Collection Services

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

City: Newark

1. ***Complaint Details:***

Date: 12/22/2016
Time: 2:05 pm
Location: POTRERO DR
Reported By: Parvin Yousefi
Wind (from): West
Wind Speed: N/A
Temperature: 68 Degrees F
Weather: Clear

Response and Follow-up:

We inspected our USD mains and storm lines in the surrounding area. After our investigation we were unable to detect any odor or possible source of a potential odor. We contacted the reporting party and relayed our findings to her. We gave her a copy of our USD brochure and told her to contact us should the odor return.

Treatment Plant (Union City)

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

1. ***Complaint Details:***

Date: 12/6/2016
Time: 2:50 pm
Location: MACKINAW ST
Reported By: Sam Dua
Wind (from): West
Wind Speed: 5.7 mph
Temperature: 54 Degrees F
Weather: Cloudy
Tide Information:
High Tide Reading: 4.7 Ft/Time
Low Tide Reading: 0.8 Ft/Time
High Tide Time: 4:58 PM
Low Tide Time: 12:56 PM

Response and Follow-up:

- *USD Staff dispatched to complaint location?* No
- *Were any odors detected at the complaint location?* N/A
  - *If yes, was odor attributed to USD?* N/A
- *Were any odors detected at the Plant?* No
  - *If yes, what odors were found?* N/A
- *Additional Information:* None

Legend

Odor Complaints: December 2016

^ Odor found, USD resolved (0)

! Odor found, not related to USD (0)

No odor found (2)

Odor Complaints: Jan. to Nov. 2016

^ Odor found, USD resolved (9)

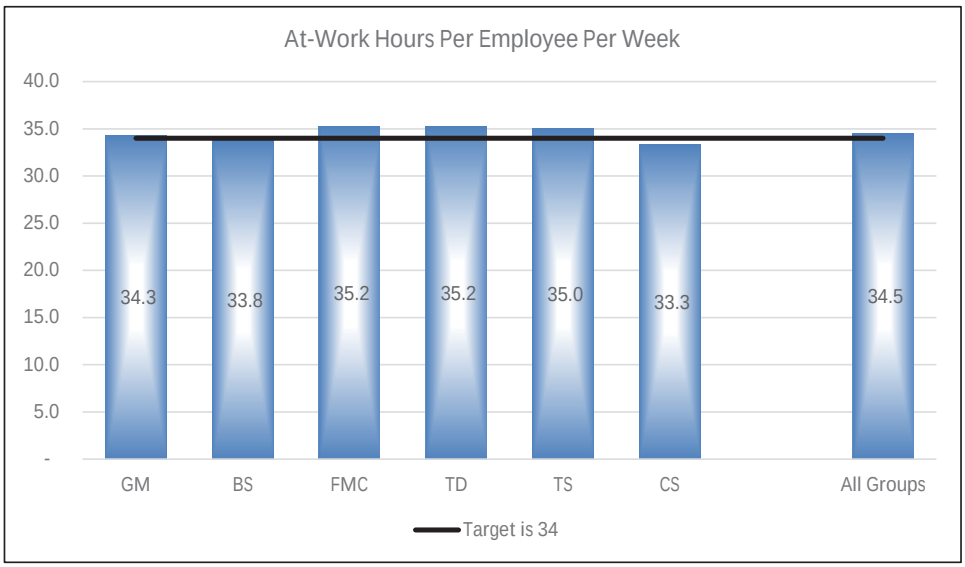
! Odor found, not related to USD (8)

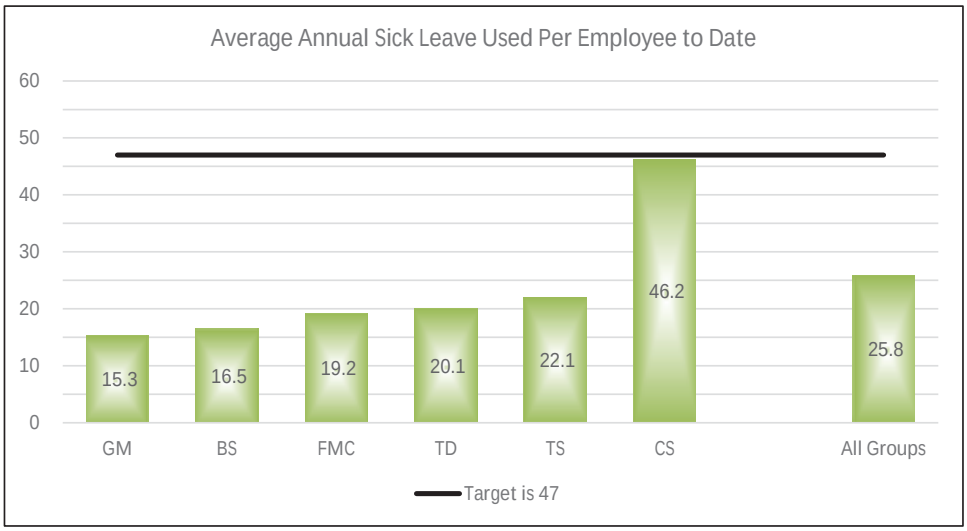
No odor found (12)

Location of Odor Reports
January to December 2016

0 0.5 1 2 3 4 5 Miles

HOURS WORKED AND LEAVE TIME BY WORK GROUP
June 30, 2016 through December 28, 2016
Weeks to Date: 26 out of 52 (50.00%)





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 December 28, 2016
Weeks to Date: 26 out of 52 (50.00%)

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	1,729.50	46.50	34.3	240.00	-	-	30.50	15.3	2	36.1	40.6
BS	22	19,227.75	-	33.8	3,139.58	64.17	-	363.30	16.5	22	35.1	21.4
FMC	23	20,545.58	402.91	35.2	2,824.67	-	107.00	441.75	19.2	22	35.3	52.4
TD	27	24,027.67	581.42	35.2	3,554.14	215.34	16.50	541.35	20.1	25	35.4	49.9
TS	32	28,937.87	55.64	35.0	3,712.88	2.68	-	706.57	22.1	32	34.6	40.8
CS	32	26,161.00	1,420.11	33.3	4,257.39	463.91	-	1,477.53	46.2	31	35.1	55.0
All Groups	**138**	**120,629.37**	**2,506.58**	**34.5**	**17,728.66**	**746.10**	**123.50**	**3,561.00**	**25.8**	**134**	**35.1**	**44.5**

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.

(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.

BUDGET AND FINANCE REPORT

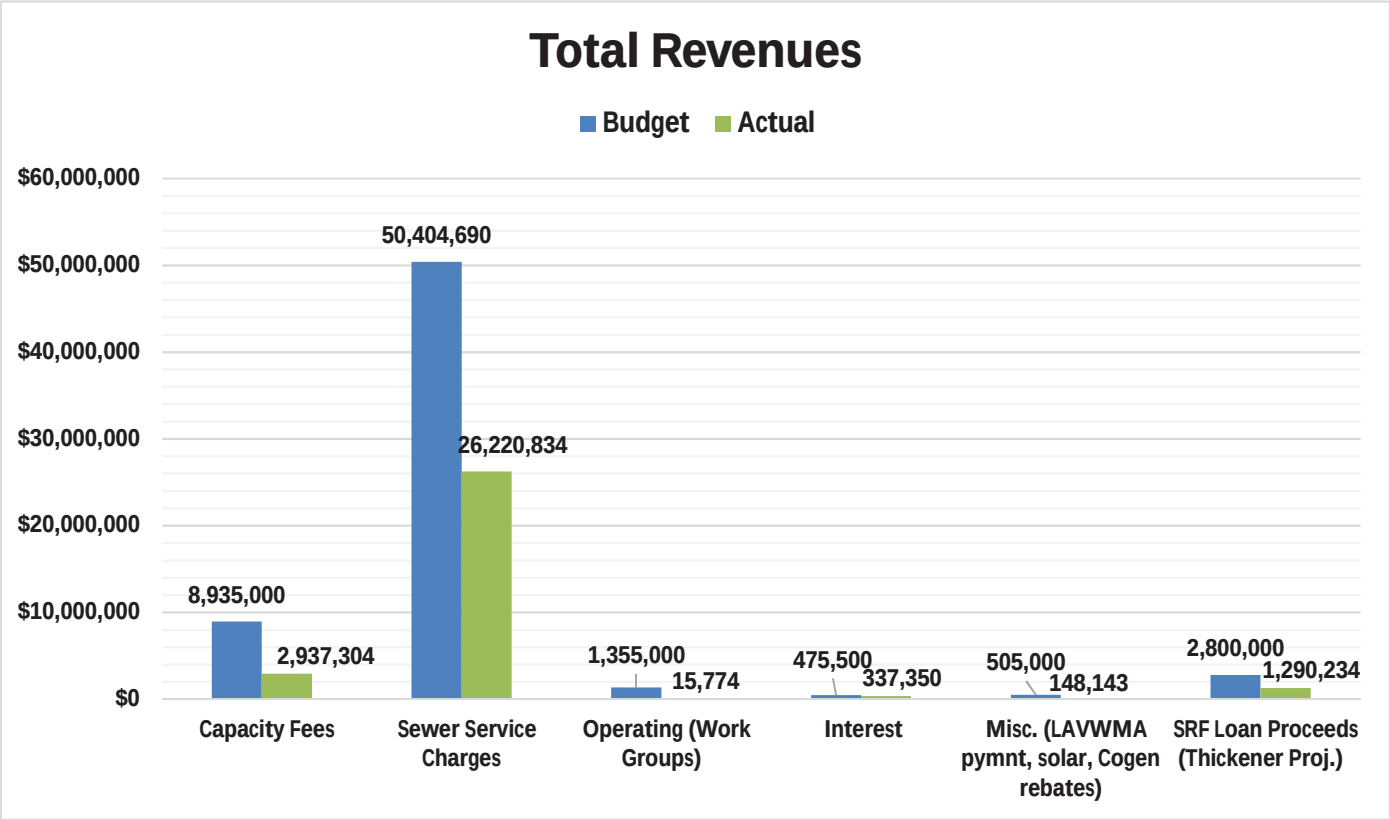
FY 2017	Year-to-date as of 12/31/16		50% of year elapsed	
Revenues	**Budget**	**Actual**	**% of Budget Rec'd**	**Audited Last Year Actuals 6/30/16**
Capacity Fees	$8,935,000	$2,937,304	33%	$7,233,337
Sewer Service Charges	50,404,690	26,220,834	52%	50,112,564
Operating (Work Groups)	1,355,000	15,774	1%	1,233,675
Interest	475,500	337,350	71%	496,439
Misc. (LAVWMA pymnt, solar, Cogen rebates)	505,000	148,143	29%	408,913
Subtotal Revenues	$61,675,190	$29,659,405	48%	$59,484,928
SRF Loan Proceeds (Thickener Proj.)	2,800,000	1,290,234	46%	3,385,590
Total Revenues + SRF Proceeds	**$64,475,190**	**$30,949,639**	**48%**	**$62,870,518**

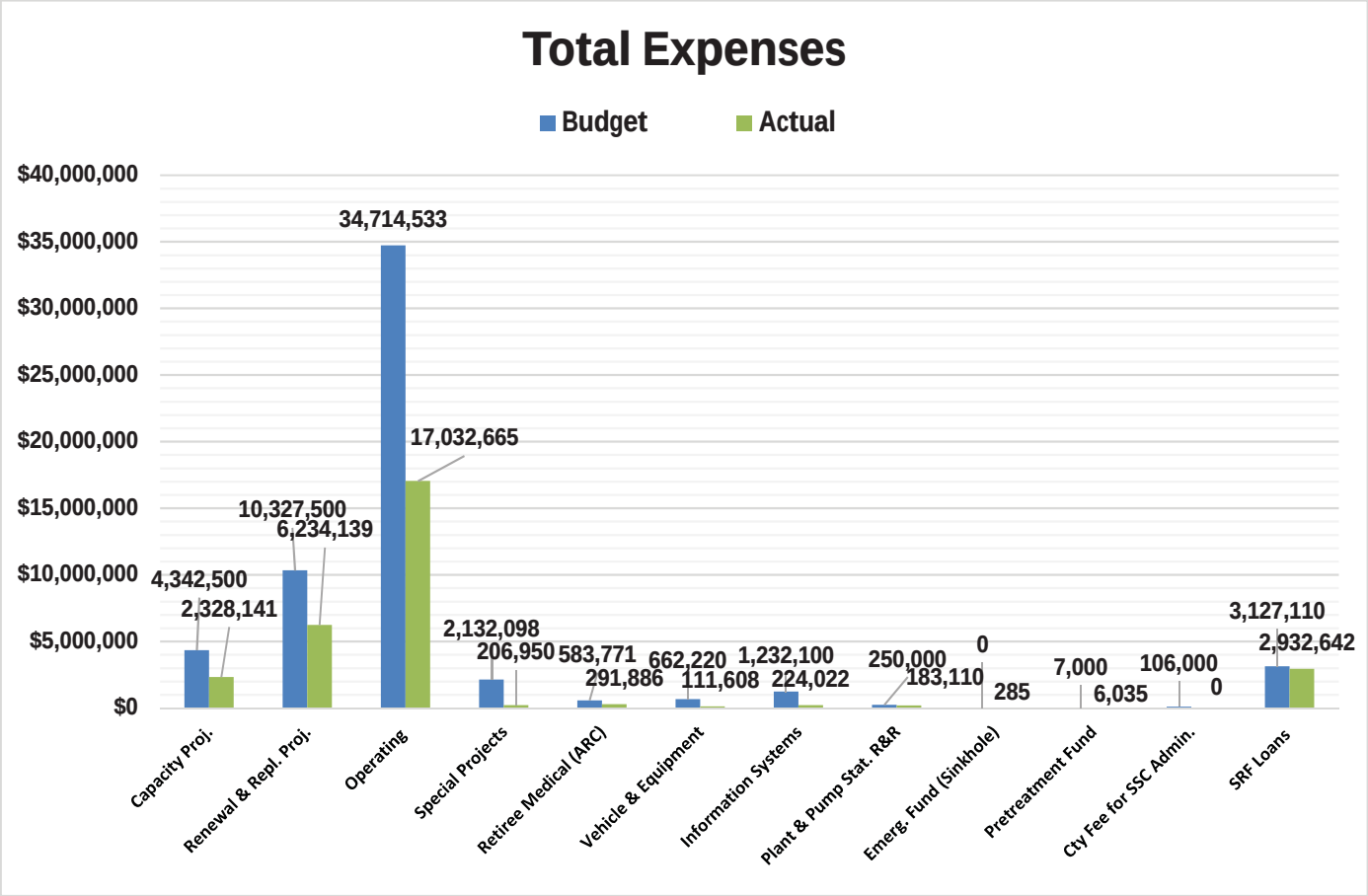
Expenses	**Budget**	**Actual**	**% of Budget Used**	**Last Year Actuals**
Capital Improvement Program:				
Capacity Proj.	$4,342,500	$2,328,141	54%	$3,009,426
Renewal & Repl. Proj.	10,327,500	6,234,139	60%	8,494,486
Operating	34,714,533	17,032,665	49%	31,895,499
Special Projects	2,132,098	206,950	10%	707,526
Retiree Medical (ARC)	583,771	291,886	50%	561,205
Vehicle & Equipment	662,220	111,608	17%	341,967
Information Systems	1,232,100	224,022	18%	854,511
Plant & Pump Stat. R&R	250,000	183,110	73%	272,479
Emerg. Fund (Sinkhole)	0	285	0%	2,208,595
Pretreatment Fund	7,000	6,035	86%	29,249
Cty Fee for SSC Admin.	106,000	0	0%	105,866
Debt Servicing:				
SRF Loans	3,127,110	2,932,642	94%	3,127,110
Total Expenses	**$57,484,832**	**$29,551,484**	**51%**	**$51,607,919**
Total Revenue & Proceeds less Expenses	***$6,990,358***	***$1,398,155***		***$11,262,599***

Operating (Work Group) Expenses	**Budget**	**Actual**	**% of Budget Used**	**Last Year Actuals**
Board of Directors	$178,500	$63,406	36%	$133,294
General Manager/Admin.	957,678	378,321	40%	884,051
Business Services	5,275,645	2,653,491	50%	4,772,324
Collection Services	6,296,287	2,993,156	48%	5,873,909
Technical Services	5,511,940	2,692,735	49%	5,156,725
Treatment & Disposal Services	10,631,833	5,397,920	51%	9,506,339
Fabrication, Maint. & Construction	5,862,650	2,853,636	49%	5,568,856
Total	$34,714,533	$17,032,665	49%	**$31,895,499**

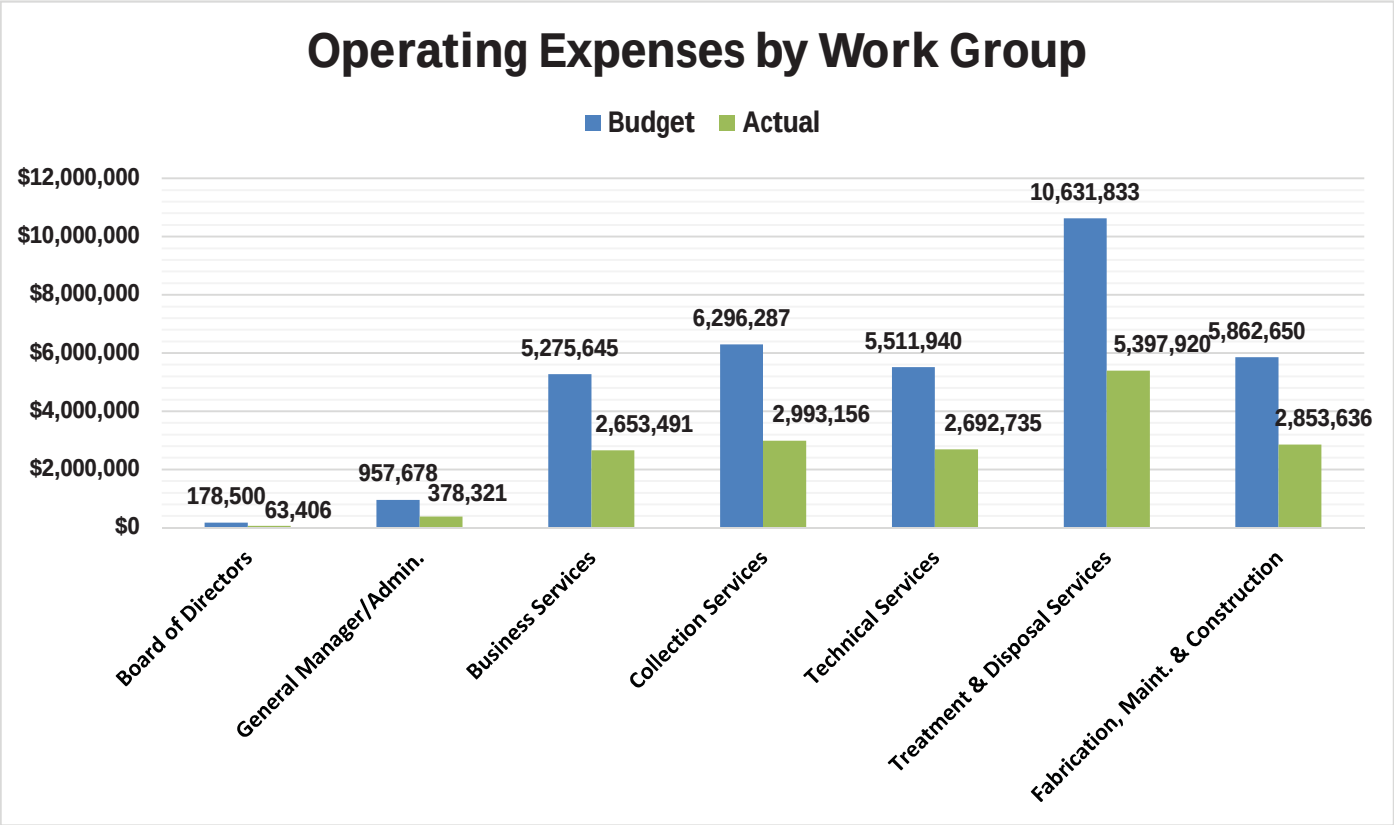
Operating (Work Group) Expenses by Type	**Budget**	**Actual**	**% of Budget Used**	**Last Year Actuals**
Personnel (incl D&E)	$23,912,246	$11,406,009	48%	$22,107,543
Repairs & Maintenance	2,022,630	1,105,029	55%	1,965,202
Supplies & Matls (chemicals, small tools)	2,424,140	1,105,776	46%	2,273,252
Outside Services (utilities, biosolids, legal)	6,029,045	3,373,504	56%	5,342,319
Fixed Assets	326,472	42,347	13%	207,183
Total	$34,714,533	$17,032,665	49%	**$31,895,499**

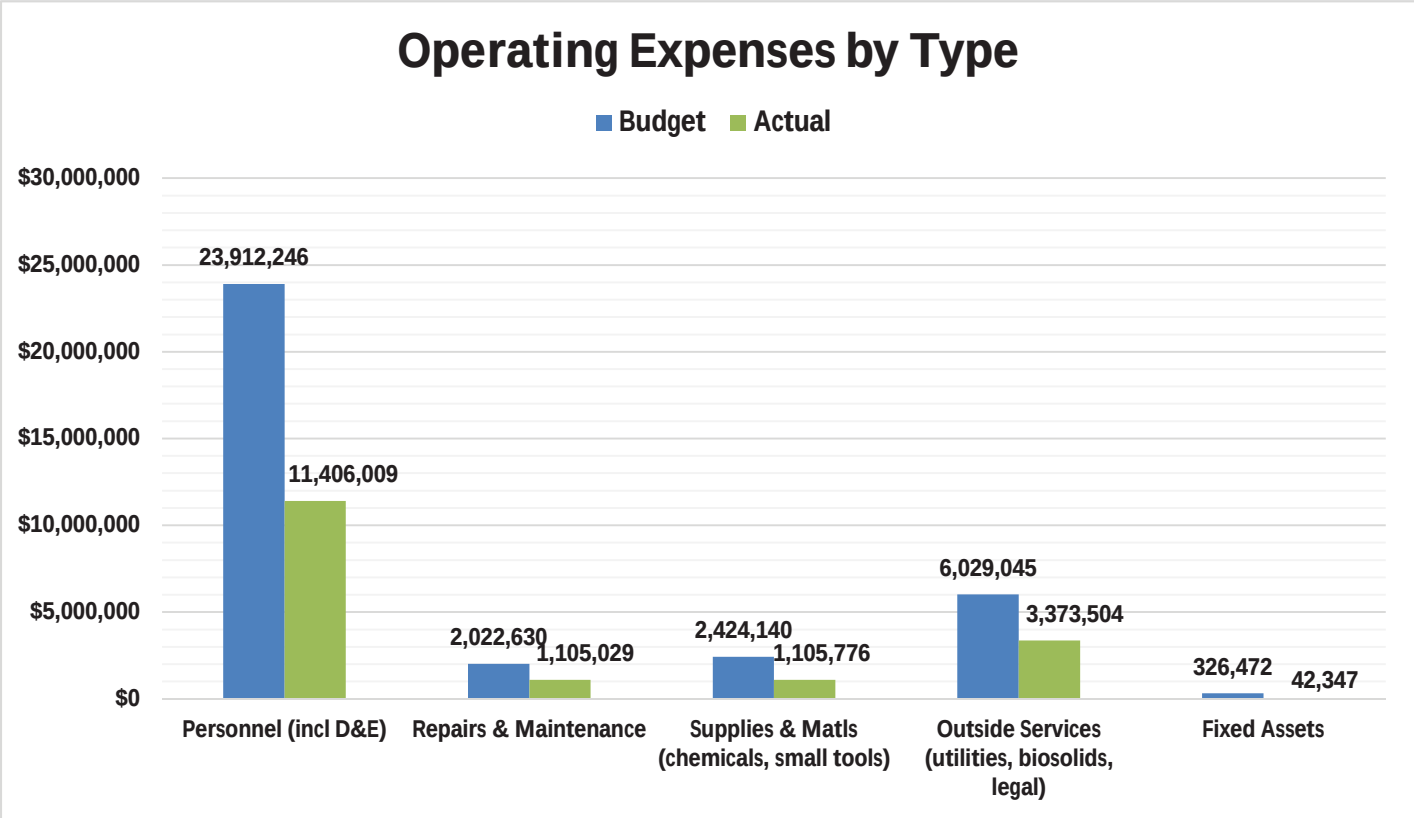
Revenues Expenses
as of 12/31/16





Revenues Expenses
as of 12/31/16

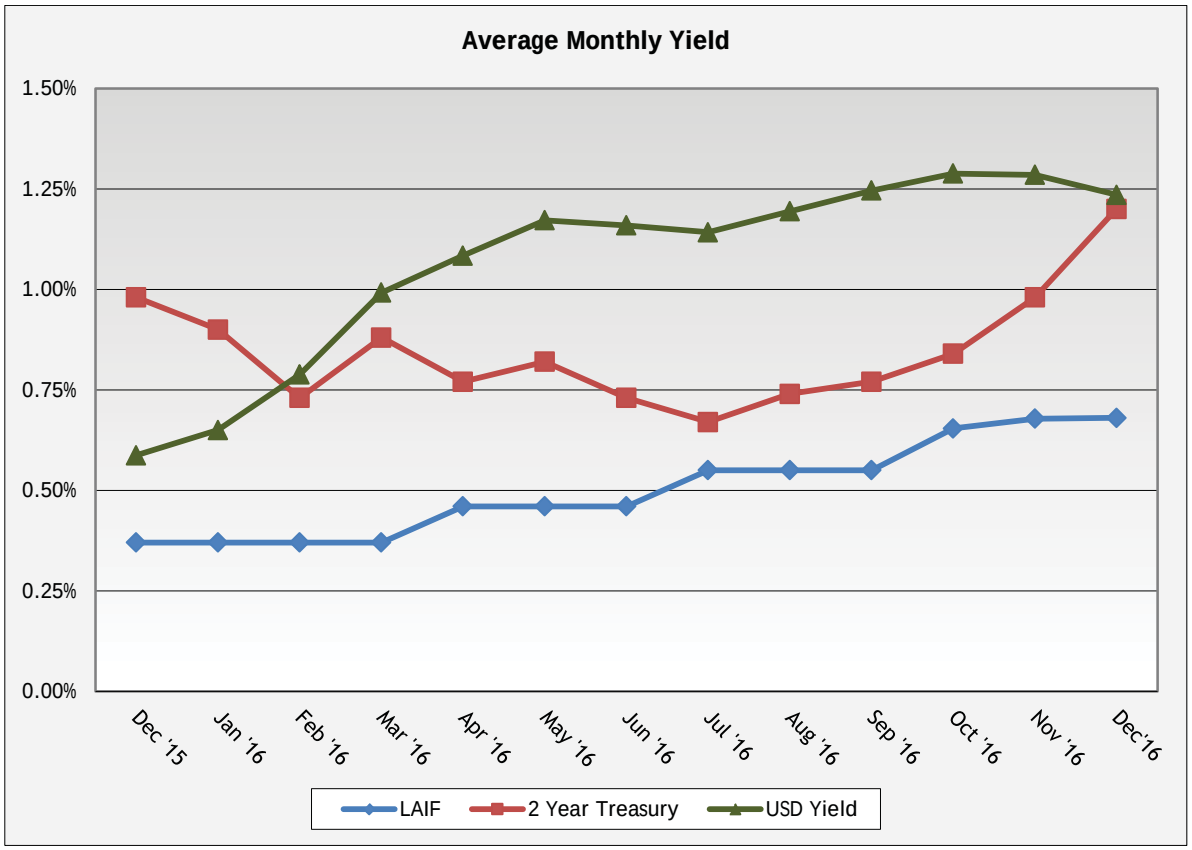


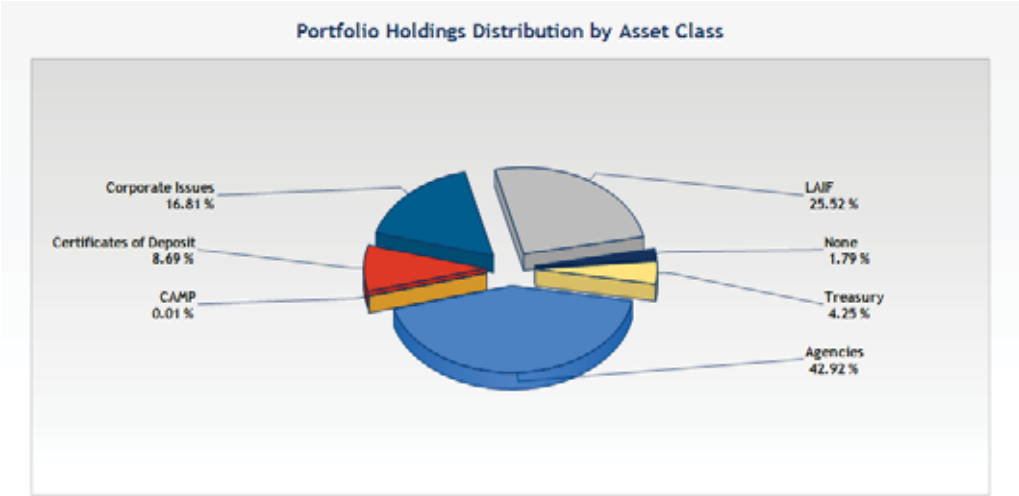


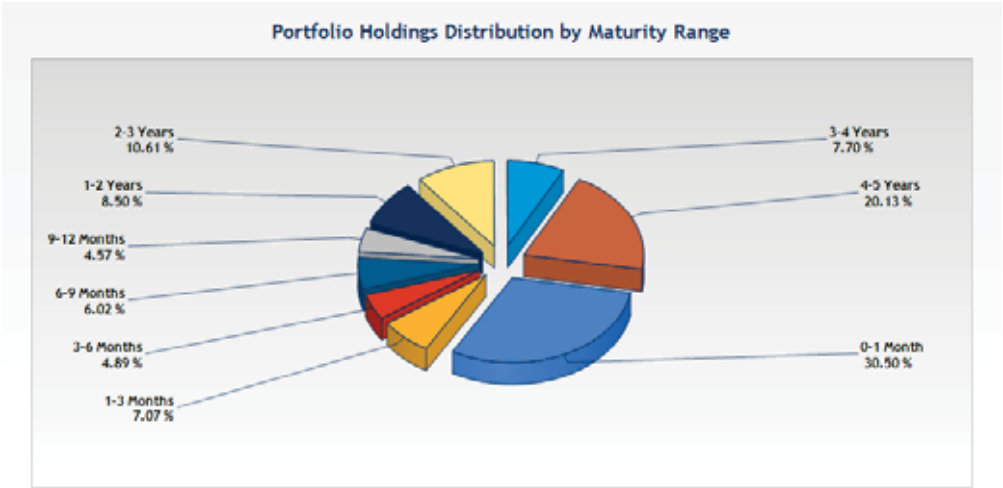
Business Services Group
December 2016

- Bid/contract for new HVAC vendor.
- Purchased chairs for 3 conference rooms.
- Worked with Safety Manager to purchase additional AEDs for the District.
- Bid/contract for new HazMat vendor.
- Team completed necessary year end activities (with short staff).
- FAST Coach attended Intermediate Accounting seminar.
- Team completed Hazwaste training.
- FAST Coach facilitated Alt Comp Committee kick off and transition.

Performance Measures for the USD Investment Portfolio







Maturity Range	Face Amount/Shares	YTM @ Cost	Cost Value	Days To Maturity	% of Portfolio	Market Value	Book Value	Duration To Maturity
0-1 Month	21,538,059.68	0.664	21,546,809.68	4	30.50	21,538,676.22	21,538,599.47	0.01
1-3 Months	4,894,000.00	0.916	4,993,707.12	67	7.07	4,901,677.22	4,902,620.59	0.18
3-6 Months	3,454,000.00	0.791	3,455,950.00	154	4.89	3,451,767.53	3,454,532.07	0.50
6-9 Months	4,237,000.00	0.961	4,250,399.00	225	6.02	4,239,133.42	4,241,910.49	0.61
9-12 Months	3,226,000.00	0.905	3,227,720.00	303	4.57	3,224,787.29	3,226,619.49	0.83
1-2 Years	6,000,000.00	1.151	6,004,410.00	537	8.50	5,987,520.00	6,002,500.95	1.37
2-3 Years	7,484,000.00	1.506	7,496,406.57	1,000	10.61	7,454,388.83	7,494,921.99	2.72
3-4 Years	5,248,000.00	2.043	5,439,145.28	1,301	7.70	5,356,526.13	5,411,208.66	3.38
4-5 Years	14,247,000.00	2.062	14,219,750.00	1,654	20.13	14,091,854.70	14,220,433.96	4.37
TOTAL / AVERAGE	**70,328,059.68**	**1.235**	**70,634,297.65**	**626**	**100**	**70,246,331.34**	**70,493,347.67**	**1.66**

Union Sanitary District
Board Report - Holdings
Report Format: By Transaction
Group By: Asset Class
Average By: Cost Value
Portfolio / Report Group: All Portfolios
As of 12/31/2016

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
Agencies											
FFCB 0.9 1/16/2018-16	3133ECCZ5	S&P-AA+	12/23/2016	1,000,000.00	1,000,000.00	0.900	999,480.00	0.900		1/16/2018	1.42
FFCB 1.17 5/16/2019-17	3133EF7L5	Moodys-Aaa	5/16/2016	1,000,000.00	1,000,000.00	1.170	994,540.00	1.170	5/16/2017	5/16/2019	1.42
FFCB 1.3 11/25/2019-16	3133EGBK0	Moodys-Aaa	5/25/2016	1,000,000.00	997,950.00	1.300	985,020.00	1.360		11/25/2019	1.41
FFCB 1.37 12/27/2018-17	3133EGZ24	None	12/27/2016	1,000,000.00	1,000,000.00	1.370	1,000,340.00	1.370	12/27/2017	12/27/2018	1.42
FFCB 1.59 3/23/2020-17	3133EFR25	Moodys-Aaa	3/23/2016	1,000,000.00	1,000,000.00	1.590	996,690.00	1.590	3/23/2017	3/23/2020	1.42
FFCB 1.7 5/3/2021-17	3133EF5T0	Moodys-Aaa	5/3/2016	1,000,000.00	1,000,000.00	1.700	981,640.00	1.700	5/3/2017	5/3/2021	1.42
FHLB 0.8 5/17/2017	3130A4Q54	Moodys-Aaa	3/27/2015	1,000,000.00	1,001,690.00	0.800	1,000,130.00	0.720		5/17/2017	1.42
FHLB 0.9 9/28/2017	3130A5KH1	Moodys-Aaa	7/22/2015	1,000,000.00	1,001,140.00	0.900	1,000,400.00	0.847		9/28/2017	1.42
FHLB 1.875 11/29/2021	3130AABG2	S&P-AA+	12/22/2016	1,000,000.00	988,100.00	1.875	993,560.00	2.130		11/29/2021	1.40
FHLB 1.93 12/21/2020-17	3130AADQ8	None	12/21/2016	1,000,000.00	1,000,000.00	1.930	995,020.00	1.930	3/21/2017	12/21/2020	1.42
FHLB 2.05 12/29/2021-17	3130AAET1	None	12/29/2016	1,000,000.00	1,000,000.00	2.050	1,000,040.00	2.050	12/29/2017	12/29/2021	1.42
FHLB 2.4 12/22/2021-17	3130AAHC5	None	12/22/2016	1,000,000.00	1,000,000.00	2.400	1,000,420.00	2.400	6/22/2017	12/22/2021	1.42
FHLB Step 3/15/2021-16	3130A7EG6	Moodys-Aaa	3/15/2016	1,000,000.00	1,000,000.00	1.000	996,280.00	2.216	3/15/2017	3/15/2021	1.42
FHLB Step 4/28/2021-16	3130A7PR0	Moodys-Aaa	4/28/2016	1,000,000.00	1,000,000.00	1.000	989,370.00	2.114	1/28/2017	4/28/2021	1.42
FHLB Step 4/28/2021-16	3130A7QX6	Moodys-Aaa	4/28/2016	1,000,000.00	1,000,000.00	1.250	986,850.00	2.021		4/28/2021	1.42
FHLMC 0.8 8/25/2017-16	3134G8L49	Moodys-Aaa	2/25/2016	1,000,000.00	1,000,000.00	0.800	999,330.00	0.800	2/25/2017	8/25/2017	1.42
FHLMC 1 7/25/2017	3134G3ZH6	Moodys-Aaa	6/24/2015	1,000,000.00	1,004,540.00	1.000	1,001,320.00	0.780		7/25/2017	1.42
FHLMC 1.2 12/14/2018-17	3134GAZU1	None	12/14/2016	1,000,000.00	1,000,000.00	1.200	992,860.00	1.200	3/14/2017	12/14/2018	1.42
FHLMC 1.25 10/28/2019-17	3134G8XQ7	Moodys-Aaa	4/28/2016	1,000,000.00	1,000,000.00	1.250	986,420.00	1.250	4/28/2017	10/28/2019	1.42

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 1.5 12/30/2019-17	3134GAYY4	S&P-AA+	12/30/2016	1,000,000.00	1,000,000.00	1.500	998,390.00	1.500	3/30/2017	12/30/2019	1.42
FHLMC 2 12/30/2021-17	3134GAYV0	None	12/30/2016	1,000,000.00	1,000,000.00	2.000	995,550.00	2.000	3/30/2017	12/30/2021	1.42
FHLMC Step 3/30/2020-17	3134G8ST7	Moodys-Aaa	3/30/2016	1,000,000.00	1,000,000.00	1.000	999,410.00	1.744	3/30/2017	3/30/2020	1.42
FHLMC Step 4/28/2021-16	3134G8VZ9	Moodys-Aaa	4/28/2016	2,500,000.00	2,500,000.00	1.250	2,455,625.00	2.116		4/28/2021	3.54
FHLMC Step 4/28/2021-16	3134G8Z28	Moodys-Aaa	5/10/2016	1,000,000.00	999,500.00	1.125	985,560.00	2.044	1/28/2017	4/28/2021	1.42
FNMA 1.25 1/30/2017	3135G0GY3	Moodys-Aaa	12/16/2015	1,000,000.00	1,004,790.00	1.250	1,000,470.00	0.820		1/30/2017	1.42
FNMA 1.5 6/16/2021-16	3136G3QX6	Moodys-Aaa	6/16/2016	1,000,000.00	995,000.00	1.500	967,740.00	1.604	3/16/2017	6/16/2021	1.41
FNMA Step 5/12/2021-17	3136G3MD4	Moodys-Aaa	5/12/2016	1,000,000.00	1,000,000.00	0.900	997,510.00	1.851	5/12/2017	5/12/2021	1.42
La Qunita Redev Agency 2.034 9/1/2019	50420BCH3	None	12/22/2016	1,330,000.00	1,336,650.00	2.034	1,333,551.10	1.843		9/1/2019	1.89
Victor Valley College General Obligation Bond 2.35	92603PER9	Moodys-Aa2	12/28/2016	500,000.00	490,150.00	2.350	492,450.00	2.811		8/1/2021	0.69
Sub Total / Average				**30,330,000.00**	**30,319,510.00**	**1.377**	**30,125,966.10**	**1.623**			**42.92**
CAMP											
CAMP LGIP	LGIP4000	None	5/31/2011	9,850.64	9,850.64	0.840	9,850.64	0.840	N/A	N/A	0.01
Sub Total / Average				**9,850.64**	**9,850.64**	**0.840**	**9,850.64**	**0.840**			**0.01**
Certificates of Deposit											
Ally Bank 1.35 10/28/2019	02006LQ48	None	10/27/2016	248,000.00	248,000.00	1.350	246,066.42	1.350		10/28/2019	0.35
American Express Centurian 1.05 6/5/2017	02587DYJ1	None	6/5/2015	240,000.00	240,000.00	1.050	239,884.56	1.050		6/5/2017	0.34
Bank Hapoalim 0.85 2/17/2017	06251AL65	None	2/18/2016	248,000.00	248,000.00	0.850	248,076.01	0.850		2/17/2017	0.35
BankUnited NA 0.9 5/24/2017	066519BE8	None	11/24/2015	240,000.00	240,000.00	0.900	239,806.56	0.900		5/24/2017	0.34
Bar Harbor Bank 0.7 1/30/2017	066851TT3	None	6/30/2015	240,000.00	240,000.00	0.700	240,016.54	0.700		1/30/2017	0.34
Capital One Bank 1.5 10/26/2020	140420L99	None	10/26/2016	248,000.00	248,000.00	1.500	245,166.13	1.500		10/26/2020	0.35
Capital One National Asso Bank 1.25 8/28/2017	14042E6B1	None	8/26/2015	245,000.00	245,000.00	1.250	245,128.33	1.250		8/28/2017	0.35
Comenity Capital 1.25 4/11/2019	20033ASR8	None	10/25/2016	248,000.00	248,000.00	1.250	246,491.44	1.250		4/11/2019	0.35

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
Community Bank of the Chesapeake 0.75 8/8/2017	20350ABN0	None	6/8/2016	248,000.00	248,000.00	0.750	247,363.51	0.750		8/8/2017	0.35
Compass Bank 0.95 6/5/2017	20451PLE4	None	6/5/2015	240,000.00	240,000.00	0.950	239,780.52	0.950		6/5/2017	0.34
Discover Bank 2.25 12/29/2021	254672Y36	None	12/29/2016	247,000.00	247,000.00	2.250	249,259.70	2.250		12/29/2021	0.35
First Bank of Richmond 0.7 8/2/2017	319267FK1	None	6/2/2016	248,000.00	248,000.00	0.700	247,307.26	0.700		8/2/2017	0.35
First Niagara Bank 1.1 10/30/2017	33583CSV2	None	10/30/2015	245,000.00	245,000.00	1.100	244,909.94	1.100		10/30/2017	0.35
Franklin Synergy Bank 0.85 12/11/2017	35471TCH3	None	6/10/2016	248,000.00	248,000.00	0.850	247,272.62	0.850		12/11/2017	0.35
Goldman Sachs Bank 1 10/16/2017	38148JQX2	None	4/27/2015	240,000.00	239,520.00	1.000	239,748.74	1.069		10/16/2017	0.34
JP Morgan Chase Bank 1.1 7/15/2019	48125Y5L4	None	7/15/2016	249,000.00	249,000.00	1.100	246,026.92	1.100		7/15/2019	0.35
Marlin Business Bank 0.85 8/24/2017	57116ALG1	None	2/24/2016	248,000.00	248,000.00	0.850	247,479.47	0.850		8/24/2017	0.35
Medallion Bank 1.15 10/30/2017	58403B2L9	None	10/28/2015	245,000.00	245,000.00	1.150	245,014.41	1.150		10/30/2017	0.35
Merrick Bank 0.9 5/19/2017	59013JLK3	None	11/19/2015	240,000.00	240,000.00	0.900	239,813.78	0.900		5/19/2017	0.34
Pacific Premier Bank 0.9 12/5/2017	69478QDG2	None	6/3/2016	248,000.00	248,000.00	0.900	247,401.58	0.900		12/5/2017	0.35
Peoples State Bank of Newton 0.7 6/15/2017	712490AC5	None	6/15/2016	249,000.00	249,000.00	0.700	248,470.30	0.700		6/15/2017	0.35
Santander Bank 0.8 2/17/2017	80280JLS8	None	2/17/2016	248,000.00	248,000.00	0.800	248,059.25	0.800		2/17/2017	0.35
TCF National Bank 0.85 8/17/2017	872278SH0	None	2/17/2016	248,000.00	248,000.00	0.850	247,494.85	0.850		8/17/2017	0.35
Wells Fargo Bank 1.15 7/22/2019	9497486R3	None	7/20/2016	249,000.00	249,000.00	1.150	246,317.75	1.150		7/22/2019	0.35
Wex Bank 0.85 5/19/2017	92937CDE5	None	11/20/2015	245,000.00	245,000.00	0.850	244,761.81	0.850		5/19/2017	0.35
Sub Total / Average				**6,142,000.00**	**6,141,520.00**	**1.029**	**6,127,118.40**	**1.031**			**8.69**
Corporate Issues											
3M COMPANY 1 6/26/2017	88579YAE1	S&P-AA-	12/13/2016	1,000,000.00	1,000,260.00	1.000	999,120.00	0.717		6/26/2017	1.42
American Express Credit 2.375 3/24/2017	0258M0DD8	Moodys-A2	5/25/2016	1,000,000.00	1,012,171.77	2.375	1,002,510.00	0.900		3/24/2017	1.43
Caterpillar Financial 1 3/3/2017	14912L5Z0	Moodys-A2	12/23/2014	1,313,000.00	1,307,603.57	1.000	1,312,698.01	1.190		3/3/2017	1.85
	166764AN0		2/26/2016	1,160,000.00	1,167,806.57	2.193	1,171,565.20	2.004		11/15/2019	1.65

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
Chevron Corp 2.193 11/15/2019		Moodys-Aa2									
General Electric Capital Corp 5.4 2/15/2017	36962G2G8	Moodys-A1	3/2/2015	1,085,000.00	1,179,514.35	5.400	1,090,283.95	0.890		2/15/2017	1.67
HSBC 4.875 8/24/2020	4042Q1AE7	Moodys-A1	5/17/2016	2,000,000.00	2,191,145.28	4.875	2,120,240.00	2.500		8/24/2020	3.10
JP Morgan Chase & Co 2 8/15/2017	48126EAA5	Moodys-A3	2/16/2016	1,000,000.00	1,008,859.00	2.000	1,003,710.00	1.400		8/15/2017	1.43
Royal Bank of Canada 1.2 1/23/2017	78010UNX1	Moodys-Aa3	10/2/2015	1,000,000.00	1,003,960.00	1.200	1,000,130.00	0.895		1/23/2017	1.42
Toyota Motor Credit 1.55 7/13/2018	89236TCP8	Moodys-Aa3	3/16/2016	1,000,000.00	1,002,490.00	1.550	999,750.00	1.440		7/13/2018	1.42
Toyota Motor Credit Corp 1.2 4/6/2018	89236TCX1	Moodys-Aa3	5/24/2016	1,000,000.00	1,000,360.00	1.200	995,560.00	1.180		4/6/2018	1.42
Sub Total / Average				**11,558,000.00**	**11,874,170.54**	**2.552**	**11,695,567.16**	**1.431**			**16.81**
LAIF											
LAIF LGIP	LGIP1002	None	4/30/2011	18,022,880.56	18,022,880.56	0.680	18,022,880.56	0.680	N/A	N/A	25.52
Sub Total / Average				**18,022,880.56**	**18,022,880.56**	**0.680**	**18,022,880.56**	**0.680**			**25.52**
None											
Union Bank Cash	LGIPUNIONBANK	None	12/31/2016	1,265,328.48	1,265,328.48	0.120	1,265,328.48	0.120	N/A	N/A	1.79
Sub Total / Average				**1,265,328.48**	**1,265,328.48**	**0.120**	**1,265,328.48**	**0.120**			**1.79**
Treasury											
T-Bond 0.5 3/31/2017	912828J92	Moodys-Aaa	3/9/2016	1,000,000.00	998,417.43	0.500	1,000,050.00	0.650		3/31/2017	1.41
T-Note 0.875 1/15/2018	912828H37	Moodys-Aaa	6/1/2015	1,000,000.00	1,001,560.00	0.875	999,530.00	0.815		1/15/2018	1.42
T-Note 0.875 11/15/2017	912828G20	Moodys-Aaa	6/24/2015	1,000,000.00	1,001,060.00	0.875	1,000,040.00	0.830		11/15/2017	1.42
Sub Total / Average				**3,000,000.00**	**3,001,037.43**	**0.750**	**2,999,620.00**	**0.765**			**4.25**
Total / Average				**70,328,059.68**	**70,634,297.65**	**1.317**	**70,246,331.34**	**1.235**			**100**

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.

Union Sanitary District
Transactions Summary
Monthly Activity - by Action
Group By: Action
Portfolio / Report Group: All Portfolios
Begin Date: 12/01/2016, End Date: 12/31/2016

Description	CUSIP/Ticker	Coupon Rate	YTM @ Cost	Settlement Date	Face Amount/Shares	Principal	Realized Gain/Loss	Interest/Dividends	Total	Custodian	Portfolio Name
Buy											
3M COMPANY 1 6/26/2017	88579YAE1	1.000	0.717	12/13/2016	1,000,000.00	1,000,260.00		4,638.89	1,004,898.89	Bank of New York 7537	Operating Fund
Discover Bank 2.25 12/29/2021	254672Y36	2.250	2.250	12/29/2016	247,000.00	247,000.00		0.00	247,000.00	Bank of New York 7537	Operating Fund
FFCB 0.9 1/16/2018-16	3133ECCZ5	0.900	0.900	12/23/2016	1,000,000.00	1,000,000.00		3,925.00	1,003,925.00	Bank of New York 7537	Operating Fund
FFCB 1.37 12/27/2018-17	3133EGZ24	1.370	1.370	12/27/2016	1,000,000.00	1,000,000.00		0.00	1,000,000.00	Bank of New York 7537	Operating Fund
FHLB 1.875 11/29/2021	3130AABG2	1.875	2.130	12/22/2016	1,000,000.00	988,100.00		1,145.83	989,245.83	Bank of New York 7537	Operating Fund
FHLB 1.93 12/21/2020-17	3130AADQ8	1.930	1.930	12/21/2016	1,000,000.00	1,000,000.00		0.00	1,000,000.00	Bank of New York 7537	Operating Fund
FHLB 2.05 12/29/2021-17	3130AAET1	2.050	2.050	12/29/2016	1,000,000.00	1,000,000.00		0.00	1,000,000.00	Bank of New York 7537	Operating Fund
FHLB 2.4 12/22/2021-17	3130AAHC5	2.400	2.400	12/22/2016	1,000,000.00	1,000,000.00		0.00	1,000,000.00	Bank of New York 7537	Operating Fund
FHLMC 1.2 12/14/2018-17	3134GAZU1	1.200	1.200	12/14/2016	1,000,000.00	1,000,000.00		0.00	1,000,000.00	Bank of New York 7537	Operating Fund
FHLMC 1.5 12/30/2019-17	3134GAYY4	1.500	1.500	12/30/2016	1,000,000.00	1,000,000.00		0.00	1,000,000.00	Bank of New York 7537	Operating Fund
FHLMC 2 12/30/2021-17	3134GAYV0	2.000	2.000	12/30/2016	1,000,000.00	1,000,000.00		0.00	1,000,000.00	Bank of New York 7537	Operating Fund
La Qunita Redev Agency 2.034 9/1/2019	50420BCH3	2.034	1.843	12/22/2016	1,330,000.00	1,336,650.00		0.00	1,336,650.00	Bank of New York 7537	Operating Fund
Victor Valley College General Obligation Bond 2.35	92603PER9	2.350	2.811	12/28/2016	500,000.00	490,150.00		3,871.00	494,021.00	Bank of New York 7537	Operating Fund
Sub Total / Average					**12,077,000.00**	**12,062,160.00**		**13,580.72**	**12,075,740.72**		
Deposit											
LAIF LGIP	LGIP1002	N/A	0.000	12/15/2016	20,000,000.00	20,000,000.00		0.00	20,000,000.00	None	Liquid Fund
Union Bank Cash	LGIPUNIONBANK	N/A	0.000	12/31/2016	1,265,328.48	1,265,328.48		0.00	1,265,328.48	None	Liquid Fund
Sub Total / Average					**21,265,328.48**	**21,265,328.48**		**0.00**	**21,265,328.48**		
Interest											
American Express Centurian 1.05 6/5/2017	02587DYJ1	1.050	0.000	12/05/2016	0.00	0.00		1,263.45	1,263.45	None	Operating Fund
Bar Harbor Bank 0.7 1/30/2017	066851TT3	0.700	0.000	12/30/2016	0.00	0.00		138.08	138.08	None	Operating Fund
Comenity Capital 1.25 4/11/2019	20033ASR8	1.250	0.000	12/11/2016	0.00	0.00		254.79	254.79	None	Operating Fund
Community Bank of the Chesapeake 0.75 8/8/2017	20350ABN0	0.750	0.000	12/08/2016	0.00	0.00		932.55	932.55	None	Operating Fund
Compass Bank 0.95 6/5/2017	20451PLE4	0.950	0.000	12/05/2016	0.00	0.00		1,143.12	1,143.12	None	Operating Fund
First Bank of Richmond 0.7 8/2/2017	319267FK1	0.700	0.000	12/02/2016	0.00	0.00		870.38	870.38	None	Operating Fund
FNMA 1.5 6/16/2021-16	3136G3QX6	1.500	0.000	12/16/2016	0.00	0.00		7,500.00	7,500.00	None	Operating Fund
Franklin Synergy Bank 0.85 12/11/2017	35471TCH3	0.850	0.000	12/10/2016	0.00	0.00		173.26	173.26	None	Operating Fund
Medallion Bank 1.15 10/30/2017	58403B2L9	1.150	0.000	12/28/2016	0.00	0.00		231.58	231.58	None	Operating Fund
Merrick Bank 0.9 5/19/2017	59013JLK3	0.900	0.000	12/19/2016	0.00	0.00		177.53	177.53	None	Operating Fund
Pacific Premier Bank 0.9 12/5/2017	69478QDG2	0.900	0.000	12/05/2016	0.00	0.00		183.45	183.45	None	Operating Fund
Peoples State Bank of Newton 0.7 6/15/2017	712490AC5	0.700	0.000	12/15/2016	0.00	0.00		143.26	143.26	None	Operating Fund
Wells Fargo Bank 1.15 7/22/2019	9497486R3	1.150	0.000	12/20/2016	0.00	0.00		235.36	235.36	None	Operating Fund
Sub Total / Average					**0.00**	**0.00**		**13,246.81**	**13,246.81**		
Sell											
Discover Bank 0.75 1/3/2017	254672QZ4	0.750	0.000	12/22/2016	240,000.00	240,000.00	858.08	858.08	240,858.08	Bank of New York 7537	Operating Fund
Sub Total / Average					**240,000.00**	**240,000.00**		**858.08**	**240,858.08**		
Withdraw											
LAIF LGIP	LGIP1002	N/A	0.000	12/08/2016	3,000,000.00	3,000,000.00		0.00	3,000,000.00	None	Liquid Fund
LAIF LGIP	LGIP1002	N/A	0.000	12/22/2016	3,500,000.00	3,500,000.00		0.00	3,500,000.00	None	Liquid Fund
LAIF LGIP	LGIP1002	N/A	0.000	12/29/2016	1,500,000.00	1,500,000.00		0.00	1,500,000.00	None	Liquid Fund
Sub Total / Average					**8,000,000.00**	**8,000,000.00**		**0.00**	**8,000,000.00**		

Union Sanitary District's Internal Retiree Medical Fund
Quarterly Report

For Period Ended 12/31/16

Fund Balance 9/30/16:		**$421,141.01**
Revenues:		
Expenses:		
	Quarterly Net Medical Reimbursments	2,917.01
Transfers Out:		
11/18/16	CalPERS OPEB Trust Annual Required Contrib. (ARC) (payment #2 of 4)	(145,942.75)
Ending Fund Balance 12/31/16:		**$278,115.27**

Union Sanitary District
CERBT Strategy 2
Entity #: SKB7-6011550262
Quarter Ended December 31, 2016

CalPERS

Market Value Summary:

	QTD Current Period	Fiscal Year to Date
Beginning Balance	$4,935,238.61	$4,656,889.57
Contribution	145,942.75	291,885.50
Distribution	(100,951.23)	(198,312.35)
Transfer In	0.00	0.00
Transfer Out	0.00	0.00
Investment Earnings	(89,761.67)	43,683.20
Admin Expense	(596.89)	(1,196.83)
Investment Expense	(436.36)	(875.00)
Other	0.00	0.00
Ending Balance	$4,889,435.21	$4,792,074.09
YTD Accrual	0.00	97,361.12
Grand Total	$4,889,435.21	$4,889,435.21

Unit Value Summary:

	QTD Current Period	Fiscal Year to Date
Beginning Units	339,726.618	336,484.877
Unit Purchases from Contributions	10,420.868	20,426.024
Unit Sales for Withdrawals	(7,097.105)	(13,860.520)
Unit Transfer In	0.000	0.000
Unit Transfer Out	0.000	0.000
Ending Units	343,050.381	343,050.381
Period Beginning Unit Value	14.527089	14.129166
Period Ending Unit Value	14.252820	14.252820

Please note that the Grand Total is your actual fund account balance at the end of the period, including all accrued Contributions and Distributions. Please review your statement promptly. All information contained in your statement will be considered true and accurate unless you contact us within 30 days of receipt of this statement. If you have questions about the validity of this information, please contact CERBT4U@calpers.ca.gov.

Statement of Transaction Detail for the Quarter Ending 12/31/2016

Union Sanitary District

Entity #: SKB7-6011550262

Date	Description	Amount	Unit Value	Units	Check/Wire	Notes
11/01/2016	Distribution	($100,951.23)	$14.224282	(7,097.105)		
11/21/2016	Contribution	$145,942.75	$14.004855	10,420.868	WIRE 2016111800145641	

Client Contact:
CERBT4U@CalPERS.ca.gov

If you have any questions or comments regarding the new statement format please contact CERBT4U@CalPERS.ca.gov

MONTHLY OPERATIONS REPORT FOR THE MONTH OF DECEMBER 2016
TECHNICAL SUPPORT WORK GROUP SUMMARY

Capital Improvement Program

Thickener Control Building Improvements Project – Startup and testing for the new sludge pumps, grinders and heat tracing system was completed on December 21st. Relocation of the interim pumps and grinders has begun.

Fremont and Paseo Padre Lift Stations Improvements Project – The contractor commenced startup and testing activities for the first lift pump at Paseo Padre Lift Station.

MCC and PLC Replacement Project, Phase 3 – The Project was substantially completed on December 9th. Project closeout has begun.

Plant Facilities Improvements Project – Project closeout has begun, including negotiations of change orders.

Chemical Tanks and Piping Replacement Project – Submittals for the chemical tanks and precast concrete trench were approved.

Aeration Blower Project – The Board accepted the Project on December 12th.

Alvarado-Niles Road Sanitary Sewer Rehabilitation Project – The Project was substantially completed on October 11th. Project closeout has begun.

Pine St. Easement Improvements Project – The Board accepted the Project on December 12th.

Newark Backyard Sanitary Sewer Relocation Project, Phase 3 – The Project was substantially completed on October 7th. Project closeout has begun.

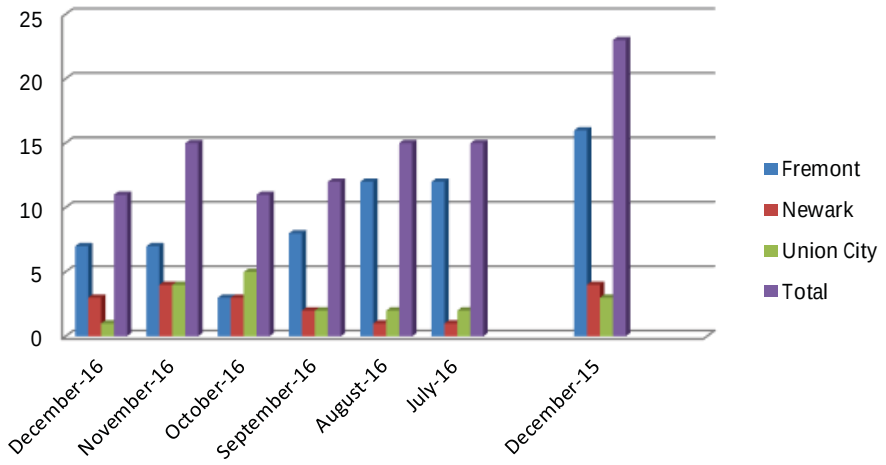
Sludge Degritter System Project – Submittal for the sludge degritter equipment has begun.

Headworks Knife Gate Valves 1-3 Replacement Project – The Board awarded the construction contract on December 12th.

Customer Service

Trouble Calls dispatched from the Front Desk during business hours:

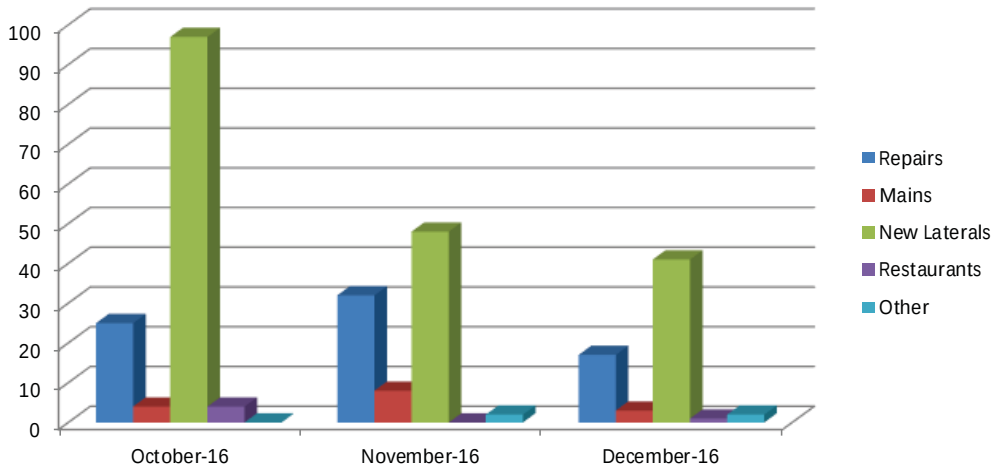
Month	Fremont	Newark	Union City	Total
December-16	7	3	1	**11**
November-16	7	4	4	**15**
October-16	3	3	5	**11**
September-16	8	2	2	**12**
August-16	12	1	2	**15**
July-16	12	1	2	**15**
December-15	*16*	*4*	*3*	*23*
			6-Month Total	**79**



Sewer Permits Issued

Month	Repairs	Mains	New Laterals	Restaurants	Other
December-16	17	3	41	1	2
November-16	32	8	48	0	2
October-16	25	4	97	4	0

New Laterals - New residential lateral connections
Other - Non-residential construction (except restaurants)



Communication

- USD's FOG messaging was posted to website and social media accounts.
- FOG advertisement run date in Tri-City Voice newspaper was confirmed (Christmas week).
- Communication with City of Union City regarding contractor repair work on Alvarado-Niles Road storm drain.
- USD virtual tour video production planning has begun.
- Union City Chamber of Commerce Board of Directors – planning and executing Chamber's December 8, 2016 "Holiday with the Cops" promotion and event.
- Planning activities for Centennial celebration 2018 have begun.
- Presentation for USD GM participation on Open House/Plant Tours panel discussion at January 2017 CASA conference was designed.
- Research on USD 2017 newsletter continued.
- Other agencies' branding activities were researched.

Environmental Compliance

Pollution Prevention Program

USD's Environmental Compliance team conducts pollution prevention inspections to restaurants, car wash businesses, and other commercial facilities. EC also conducts inspections and enforcement for the City of Fremont's Environmental Services group. We conduct over 600 Stormwater compliance inspections every year to ensure that commercial facilities, including restaurants and auto shops, comply with City Ordinance requirements, and do not discharge pollutants to the creeks and bay.

For the past month, the EC team conducted 115 Stormwater (Urban Runoff), and 37 FOG (restaurant) inspections. During this reporting period, Inspectors identified 32 Stormwater and 8 FOG enforcement actions. Four (4) of the Stormwater enforcements resulted in administrative fines ranging from $100 to $500. One (1) of the administrative fines was for an illicit discharges, and a total of 3 were for repeated violations.

Urban Runoff Inspections and Enforcements

	No. of UR Inspections	VW	WL	NOV	AF	LA	Total Enforcements		No. of Illicit Discharge/s	1
December 2016	115	16	0	12	4	0	32		% enforcement	27.8

FOG Inspections and Enforcements

	No. of FOG Inspections	VW	WL	NOV	AF	NOD	Total Enforcements		% enforcement	21.6
December 2016	37	5	3	0	0	0	8			

Enforcements:

VW –Verbal Warning *WL – Warning Letter* *NOV – Notices of Violation*
AF – Administrative Fine *LA – Legal Action* *NOD – Notice of Deficiency*
AO – Administrative Order *C&D – Cease & Desist Order* *SNC – Significant Non Compliance*

Dental Inspections, School Outreach, and Plant Tours

# of Dental Inspections	# of School Outreach Events including Sewer Science	# of Plant Tours
11	16	None

Industrial Pretreatment

The Industrial Pretreatment program has a number of pending permits as shown in the table below. USD inspectors are working with each of these companies to establish permitted industrial discharges.

Pending Permits

New Industrial/Groundwater Permits	Groundwater/Temporary
Mission Linen	
TE Connectivity	
Seagate Technology LLC FRC	
Chemetall	

Permits Issued

Company Name	Date Permit Issued
Pacific Gas and Electric GW-0087	12/21/16

Industrial Closures

Company Name	Date of Closure
None	

Reports (Annual & Semi-Annual Pretreatment Report, Union City Report, etc.)

Report Name	Date Report Completed and Submitted
None	

Enforcement Action

IU Name & Nature of Business	Comments	City	Parameters Violated	Discharge concentration (mg/L)	USD/Fed Limit Violated (mg/L)	Enforcement *(1)*
Safety-Kleen of California, Inc.	Violation Date: 11/15/16 Issue Date: 12/28/16	Newark	Zinc	4.98 mg/L	<3.0 mg/L	NOV N16-014

(1) WL – Warning Letter *NOV – Notices of Violation* *AO – Administrative Order*
C&D – Cease and Desist Order *SNC – Significant Non Compliance* *EM – Enforcement Meeting*

Other - Training, Special Meetings, Conferences, IAC (topics)

Activity	Date of Event	Attendees
BAPPG Steering Committee and general meeting	12/7/2016	Doug D.
BACWA Committee Leadership Luncheon	12/14/2016	Doug D.

Engineering/Construction

No. of projects under construction: **11**

	Construction Projects	Capital ($1000)	Scheduled Completion	Completed Scope	Completed Time	Comments for Dec. 2016 Activities
1.	Thickener Control Building Improvements Project – Curtis	$9,990	12/16	96%	100%	Startup and testing for the new progressive cavity pumps, grinders and heat tracing system was completed on December 21st.
2.	Fremont and Paseo Padre LSs Improvement - Derek	$2,801	10/16	81%	100%	Startup and testing of the first lift pump at Paseo Padre LS has begun.
3.	MCC and PLC Replacement Project, Phase 3 – Thomas	$869	12/16	100%	100%	The Project was substantially completed on December 9th. Project closeout has begun.
4.	Plant Facilities Improvements Project – Thomas	$1,570	1/17	98%	98%	Project closeout has begun.
5.	Chemical Tanks and Piping Replacement Project – Thomas	$2,102	10/17	4%	32%	Submittals for the chemical tanks and precast concrete trench were approved.
6.	Aeration Blower Project – Curtis	$1,065	8/16	100%	100%	Board accepted the Project on December 12th.
7.	Alvarado-Niles Road SS Rehabilitation Project – Chris E.	$3,249	10/16	100%	100%	Project closeout has begun.
8.	Pine St. Easement Improvements – Chris E.	$156	10/16	100%	100%	Board accepted the Project on December 12th.
9.	Newark Backyard SS Relocation Project Phase 3 –Andrew/Rollie	$2,107	09/16	100%	100%	Project closeout has begun.
10.	Sludge Degritter System Project – Kevin	$1,436	10/17	3%	23%	Submittal for the sludge degritter equipment has begun.
11.	Headworks Knife Gate Valves 1-3 Replacement – Kevin	$478	10/17	0%	0%	Board awarded the Project on December 12th.

Design/Study

No. of projects in design/study phase: **12**

	Design/Study Projects	Capital ($1000)	Scheduled Completion	Completed Scope	Completed Time	Comments for Dec. 2016 Activities
1.	Alvarado Basin Master Plan Capacity Assessment - Rollie	$167	4/17	22%	50%	Meeting with Union City Planning for development updates.
2.	Plant Solids System / Capacity Assessment – Curtis	$279	6/16	100%	100%	Staff began negotiation of Phase 2 task order.
3.	Recycled Water Feasibility Study Update – Chris E.	$130	1/17	99%	99%	Final report under State's Water Board review.
4.	Force Main Corrosion Repairs – Chris E.	$26	12/16	90%	90%	Draft technical memo complete; under staff review.
5.	Cogeneration Building HVAC Improvements Project - Derek	$27	09/16	100%	100%	Project is ready to advertise but on hold pending resolution of current Cogen issues.
6.	Seismic Vulnerability Assessment, Phase 3 - Thomas	$105	06/17	25%	25%	Consultant continued with building seismic evaluations.
7.	Newark Pump Station Wetwell Improvements - Thomas	$99	05/17	0%	0%	Kickoff meeting was held on December 21st.
8.	Standby Power Generation System Upgrade Project – Raymond/Kevin	$175	05/17	8%	16%	Kickoff meeting was held was held on November 30th. Draft Site Alternatives technical memorandum is in progress.
9.	Pavement Condition Assessment Project – Andrew	$26	2/17	50%	50%	Consultant began pavement condition survey and inspection.
10.	Force Main Condition Assessment – Andrew	$121	10/17	15%	10%	Draft technical memorandum for the Force Main Joint Leak Mitigation and Prevention completed; under staff review.
11.	Primary Digester No. 7 Project – Curtis	$127	7/17	5%	8%	Pre-design kickoff meeting was held on December 8th. Draft Design Criteria chapter in progress.

	Design/Study Projects	Capital ($1000)	Scheduled Completion	Completed Scope	Completed Time	Comments for Dec. 2016 Activities
12.	Plant Master Plan – Raymond	$265	3/18	0%	1%	Board authorized execution of the agreement and task order on December 12th. Staff issued Notice to Proceed to consultant on December 26th.

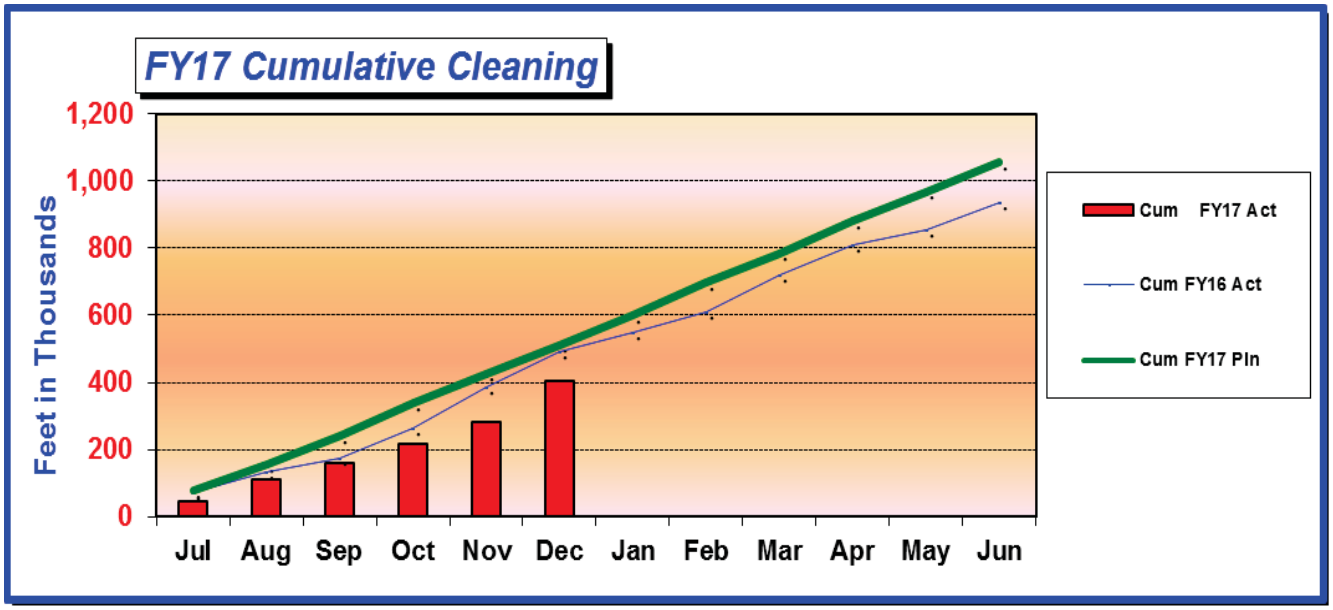
COLLECTION SERVICES
ACTIVITIES REPORT
December 2016

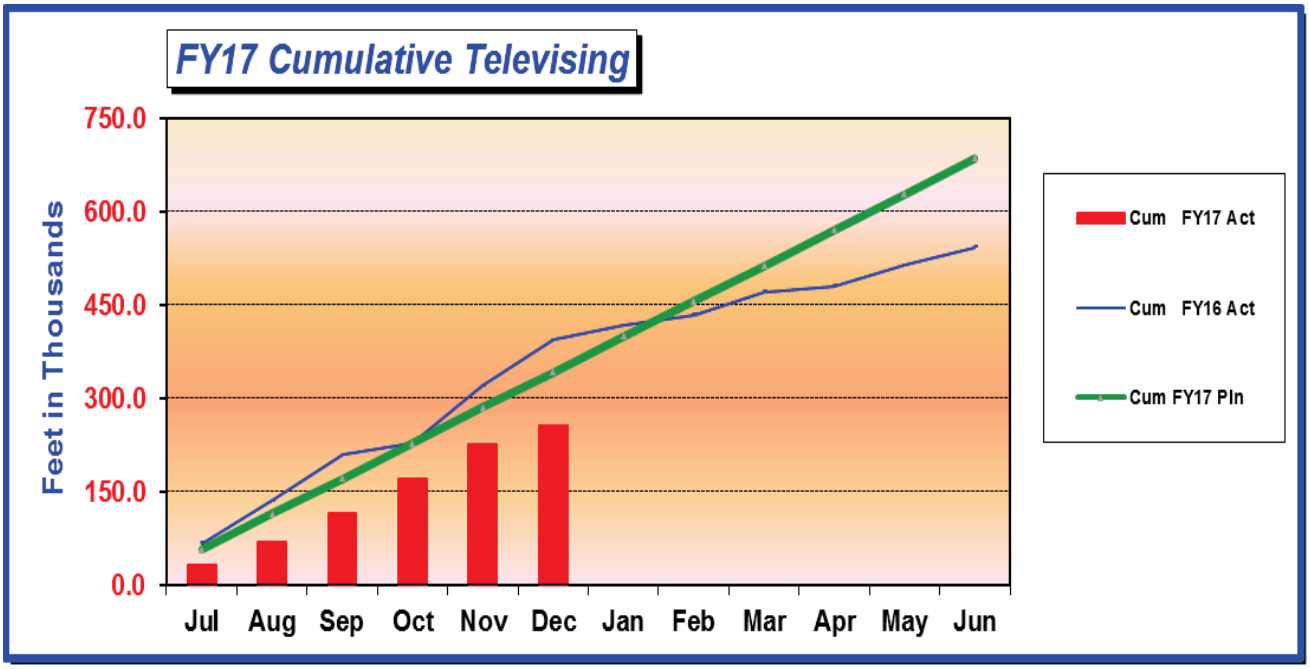
Progress/Accomplishments

- No spills in the month of December (as of 12/31/16 and it has been 76 days since last spill)
- Completed 23.2 miles of cleaning of sewer lines in December
- Completed 6.0 miles of televising of sewer lines in December
- Responded to 18 service request calls in December
- Completed a total of 19 main repairs in December
- Trainings
  - Hazmat Safety Training
  - Flagger/Traffic Control
  - Hydro Fundamentals
  - TLB/Heavy Equipment Training

Bay Area Spills for Same Time Period

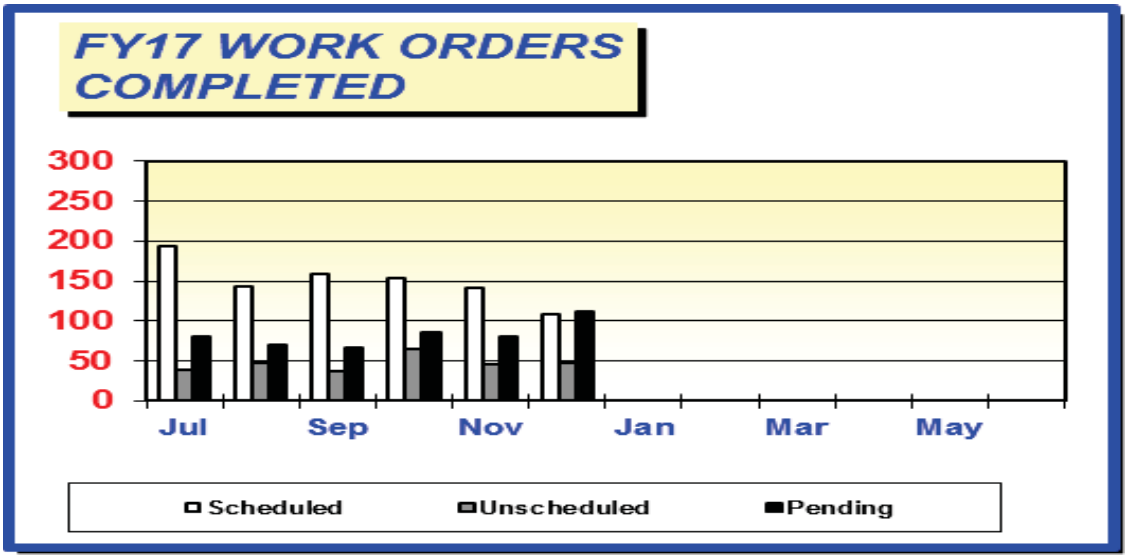
Performance Measures



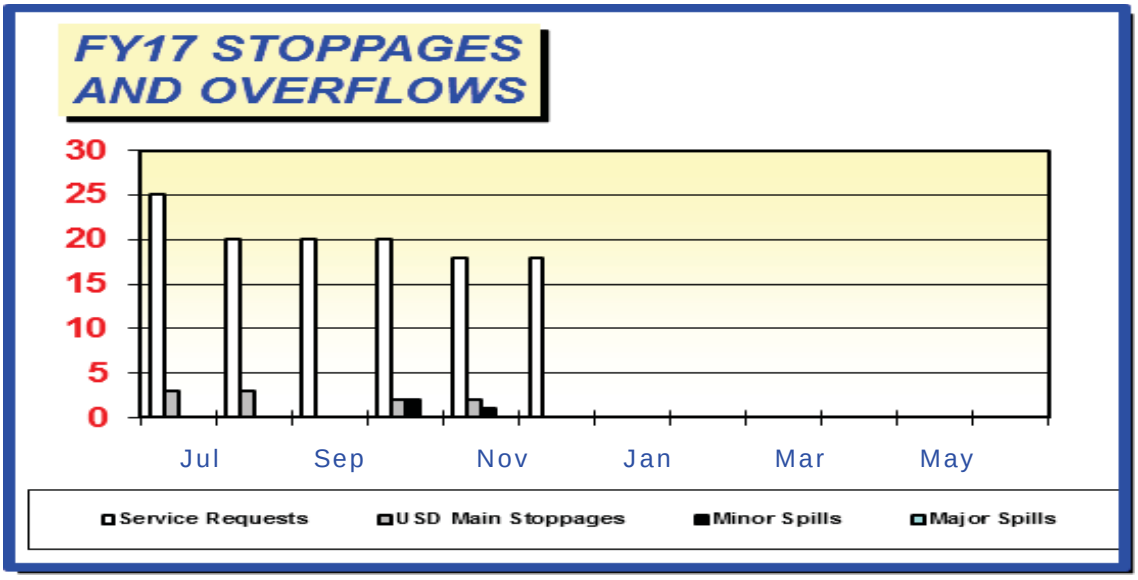


Other Collection Services Status Data:

Support Team Work Order Status:



C/S Maintenance Status:



Fabrication, Maintenance and Construction
Activities Report
December 2016

Progress/Accomplishments

- Completed 94% of preventive maintenance activities for the month of December
- Completed 102 corrective maintenance work orders for the month of December
- Cogen source testing with Blue Ski Enviornmental
- Cogen No. 2 4K service
- CB2 Gate No. 1 repair and Gates No. 5 & No. 6 seal replacement
- Water Champ guide rail modification

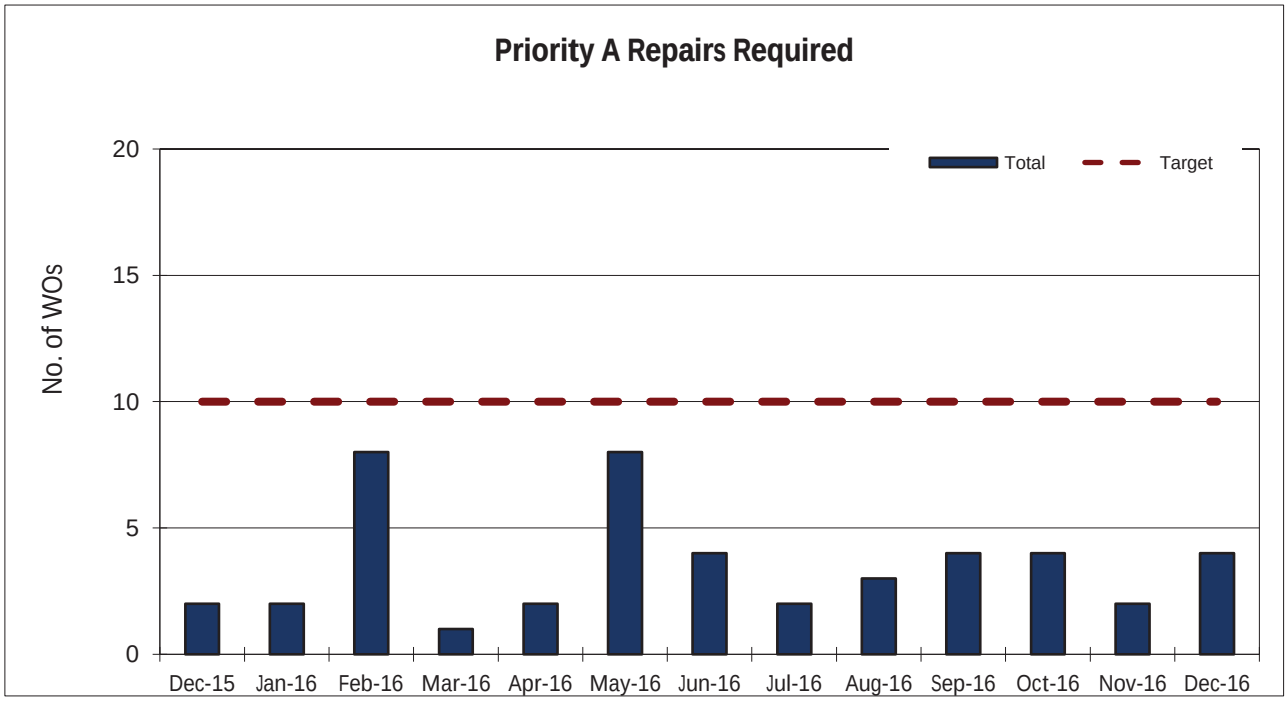
Future Planning

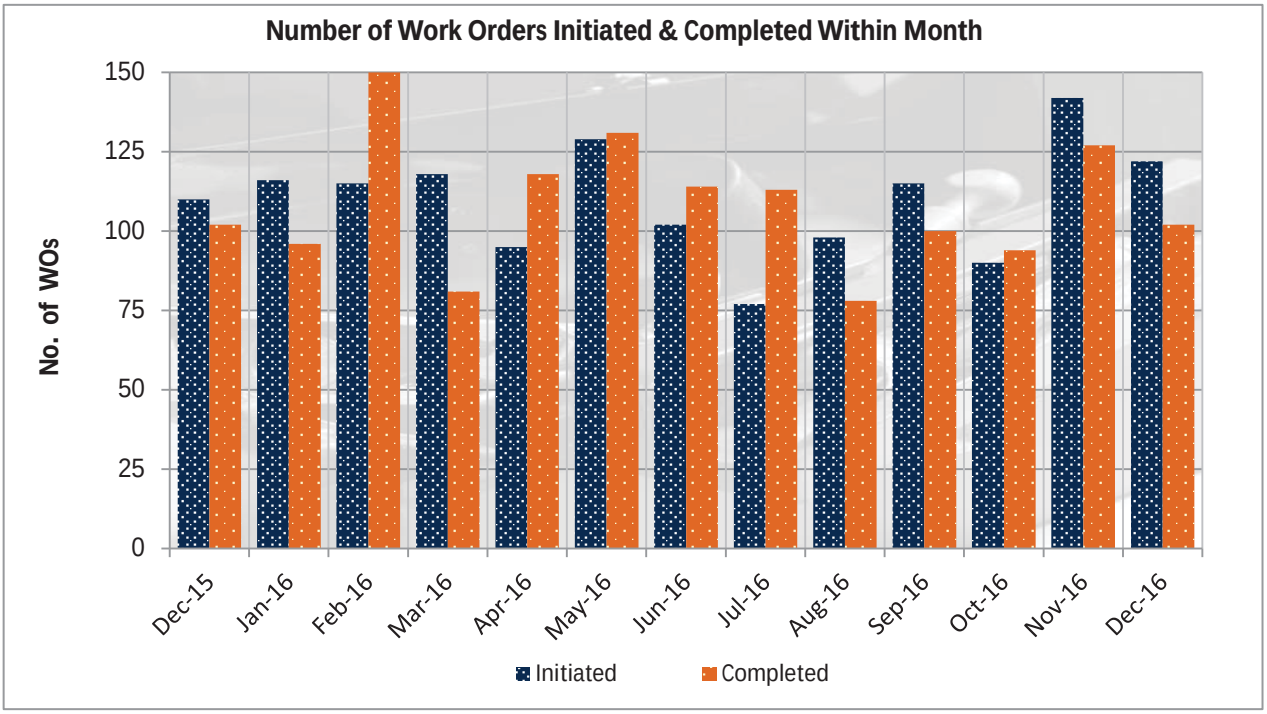
- Newakr Pump Station Pump No. 6 overhaul
- Effluent Screen repair
- Digester No. 6 telescopic valve repair and plug valve replacement
- FMC Shop parts washer commissioning
- Incline Conveyor No. 2 hanger bearing replacement

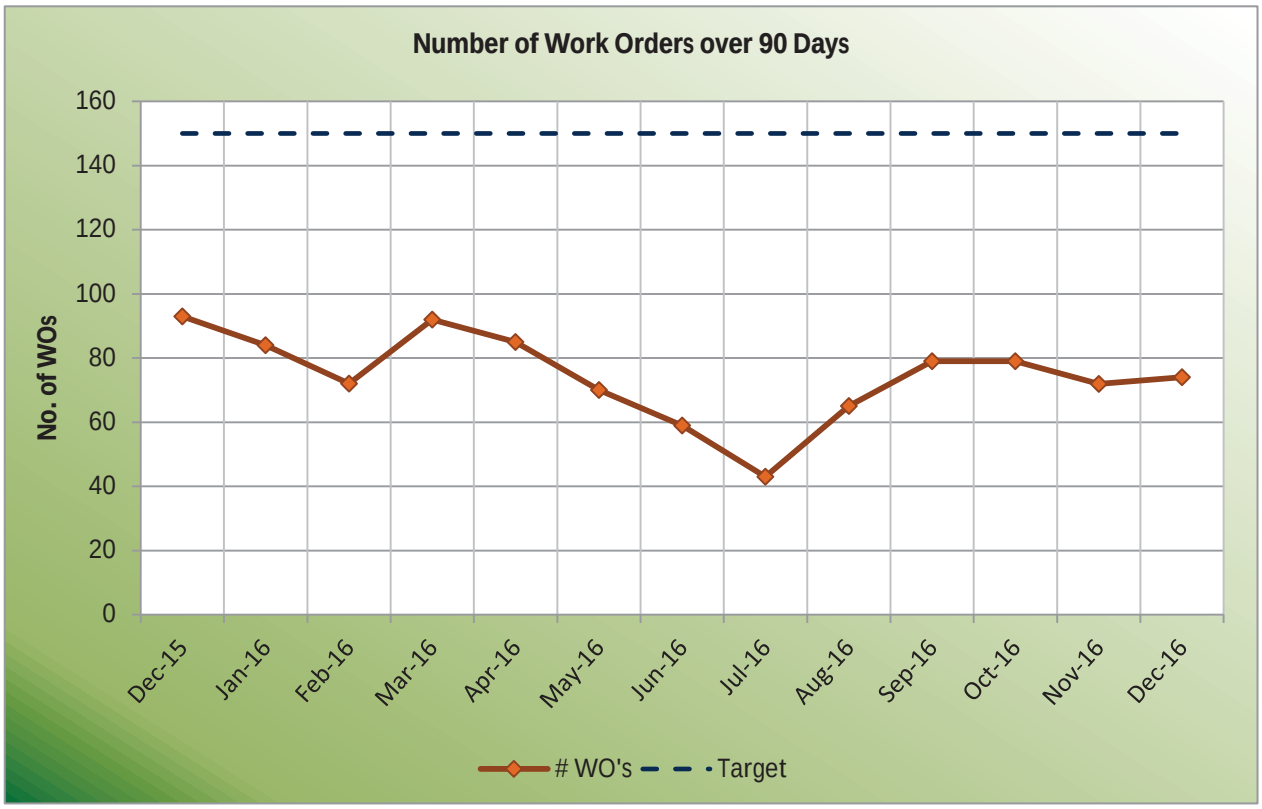
Other

-

Performance Measurements




Number of Work Orders Initiated & Completed Within Month
No. of WOs
150
125
100
75
50
25
0
Dec-15
Jan-16
Feb-16
Mar-16
Apr-16
May-16
Jun-16
Jul-16
Aug-16
Sep-16
Oct-16
Nov-16
Dec-16
Initiated
Completed


Number of Work Orders over 90 Days
No. of WOs
160
140
120
100
80
60
40
20
0
Dec-15
Jan-16
Feb-16
Mar-16
Apr-16
May-16
Jun-16
Jul-16
Aug-16
Sep-16
Oct-16
Nov-16
Dec-16
WO's
Target

Treatment & Disposal
Activities Report
December 2016

Progress/Accomplishments

- Maintained 100% compliance with NPDES permits.
- Completed 97% preventive maintenance activities for the month December.
- Conducted operational testing of the first three new thickened primary sludge pumps and associated equipment for the Thickener Control Building Improvements Project.
- Conducted night time treatment plant flow shutdown to facilitate repairs of gates at Control Box 2.
- Conducted multiple shutdowns of the solids treatment system to support the Thickener Control Building Improvements Project.
- Exercised the Old Alameda Creek wet weather discharge valve.
- Presented an analysis of aeration system testing data conducted in response to high treatment effluent turbidity to T&D management.
- Prepared an analysis of cogeneration efficiency for CIP.
- Discussed SSO sampling expectations for analytical sampling and result interpetation with CS management.
- Attended BACWA Permits meeting.
- Discussed initial logistics for aeration membrane cleaning with Xylem.

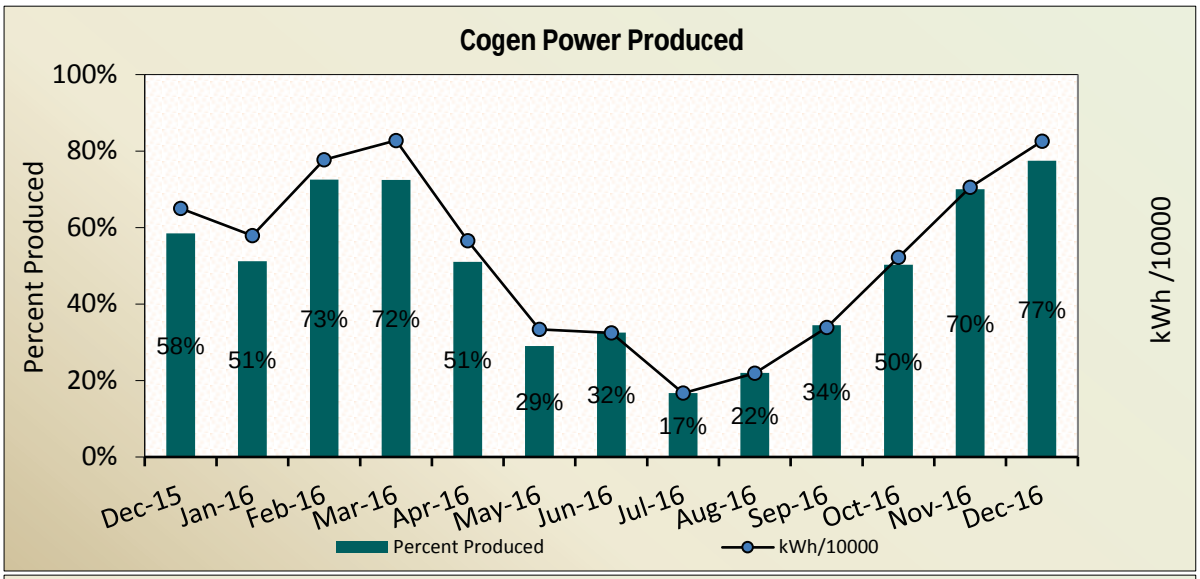
Future Planning

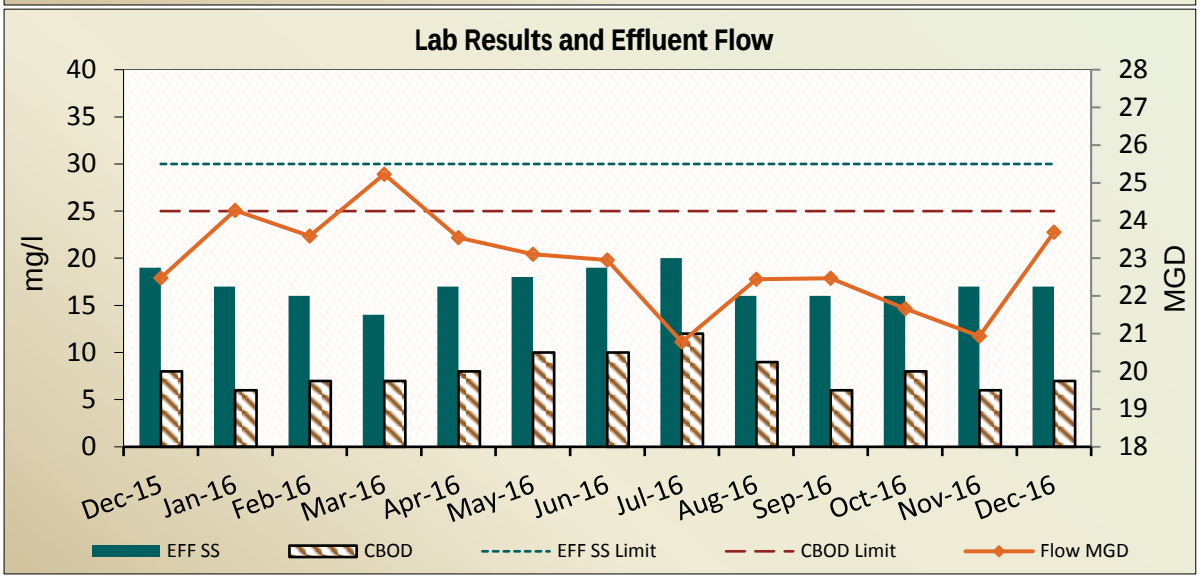
- Conduct operational testing of the last three new thickened primary sludge pumps and associated equipment for the Thickener Control Building Improvements Project.
- Conduct multiple shutdowns of the solids treatment system to support the Thickener Control Building Improvements Project.
- Finalize draft Codigestion report
- Attend BACWA annual members meeting
- Prepare a response to a request for information for the digester 7 design project.
- Conduct initial planning and logistics for the Volute thickener demonstration project.
- Provide sampling training to CS staff for SSO response
- Present Process control evaluation and modeling to TPO for team members.

Other

- Cogen system produced 77% of power consumed for the month of December.

Performance Measurements





USD's Final Effluent Monthly Monitoring Results				
Parameter	**EBDA Limit**	**Oct-16**	**Nov-16**	**Dec-16**
Copper, µg/l	78	10.0	7.2	8.5
Mercury, µg/l	0.066	0.00409	0.00572	0.00395
Cyanide, µg/l	42	< 3.0	E 3.6	< 3.9
Ammonia- N, mg/L (Range)	130	38.1 - 40.4	32.2 - 43.7	35.8 - 40.0
Fecal Coliform, MPN/100ml (Range)				
• 5-Sample Geometric Mean	500	5 - 15	6 - 72	24 -52
• 11-Sample 90th Percentile	1100	28 - 40	16 - 137	99 - 137
Enterococci *				
• 5-Sample Geometric Mean	242	10 -11	11 - 13	13 - 15
E = Estimated value, concentration outside calibration range. For SIP, E = DNQ, estimated concentration.				

Directors
Manny Fernandez
Tom Handley
Pat Kite
Anjali Lathi
Jennifer Toy

Officers
Paul R. Eldredge
General Manager/
District Engineer

Karen W. Murphy
Attorney

DATE: February 6, 2017

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. 9 - Meeting of February 13, 2017
Consider a Resolution to Accept the Construction of the MCC and PLC Replacement Project – Phase 3 from D.W. Nicholson Corporation and Authorize Recordation of a Notice of Completion

Recommendation

Staff recommends the Board consider a resolution to accept the construction of the MCC and PLC Replacement Project – Phase 3 (Project) from D.W. Nicholson Corporation (DWN), and authorize recordation of a Notice of Completion.

Background

In June 2009, the District contracted with Beecher Engineering to complete a condition assessment of 29 MCCs located at the Plant. The assessment showed that the Plant had 15 Sylvania and Westinghouse motor control centers (MCCs) that were installed during the 1978 and 1985 Plant expansion projects and needed to be replaced. Additionally, the District has had trouble finding replacement parts as these MCCs had become obsolete and were no longer supported by their respective manufacturers. Eleven Sylvania and Westinghouse MCCs were replaced in previous capital improvement projects. This Project replaced one of the remaining Westinghouse MCCs located at the Degritter Building. The remaining three MCCs will be included in future capital improvement projects.

The old Siemens/Texas Instruments (S/TI) PLCs and remote-based controllers (RBCs) located at the Plant were installed during the 1993 Upgrade Project. The replacement of the PLCs and the RBCs became necessary because they were at the end of their useful life. In addition, procuring replacement parts for the PLCs and RBCs had become more difficult and costly as they were no longer manufactured or supported. In the last 10 years, the District has replaced the majority of the S/TI PLCs and RBCs during various capital improvement projects.

At the West Aeration Blower Building, this Project replaced one S/TI PLC and one Allen Bradley PLC. The Allen Bradley PLC was installed in 2008 as a second PLC to the S/TI PLC for the aeration process due to the communication network setup at the time that didn't allow for a simple replacement of the S/TI PLC. In addition, this Project included installation of four new variable frequency drives (VFDs) for the lift pumps at Lift Station No. 2 to allow more gradual start and stop of the pumps in order to reduce the wear and tear of the equipment.

At the Main Electrical Distribution Building (also known as Generator Building No. 3), this Project included installation of a new PLC and four new VFDs to provide better control of the site waste pumps as the site and process drainage flows into the Site Waste Pump Station varies throughout the day.

There are five S/TI PLCs and four S/TI RBCs that remain at the Plant. Staff will incorporate replacement of these PLCs and RBCs in future projects. Please refer to the Plant site plan in Figure 1 for the locations identified above.

Project Scope

To summarize, the Project's major elements included the following:

- Replacement of existing MCC-16, two low voltage panels and an associated transformer at the Degritter Building.

- Modification of existing MCC-23, addition of four new lift pump VFDs and replacement of existing PLC-8 and PLC-8A with a new PLC-8 at the West Aeration Blower Building.

- Modification of existing MCC-25, addition of four new Site Waste Pump VFDs and addition of new PLC-46 at the Main Electrical Distribution Building.

Beecher Engineering completed the design of the Project in September 2015.

Construction Contract

On November 23, 2015, the Board awarded the Project's construction contract to DWN in the amount of $869,850. Staff issued the Notice to Proceed to DWN on December 16, 2015. The 365-day project was scheduled to be completed on December 14, 2016. DWN substantially

completed the Project on December 9, 2016. Staff provided construction management and inspection services for the Project.

The attached Figures 2 through 6 show the new equipment as described above.

Change Orders

The Project included six change orders in the amount of $10,296.58, which is approximately 1.2% of the original contract amount. All negotiations have been finalized and the change orders have been executed. A summary of these change orders follows in Table 1:

Table 1
Change Order Summary

No.	Description	Amount
1	Addition of one MCC-16 circuit breaker	$3,032.00
2	MCC-16 conduit modifications	$3,610.00
3	Installation of a new PLC-8 in a separate cabinet	($10,436.00)
4	Relocation of transformer at the Degritter Building	$8,224.00
5	Conductor and circuit breaker modifications	$13,771.00
6	Deduction of unused allowance in Bid No. 7 for the field verification and investigation of existing wires in the existing PLCs and MCCs	($7,904.42)
	Change Order Total	**$10,296.58**

A summary of the notable change orders are provided below.

Change Order No. 3 was for the installation of a new PLC-8 in a separate cabinet at the West Aeration Blower Building. The contract specified replacing the existing PLC-8 and PLC-8A with a new PLC inside the existing PLC-8 cabinet. A temporary PLC-8 was to be constructed to allow for normal Plant operations of the equipment during the new PLC installation. Due to the limited space inside the existing PLC-8 cabinet, installing a new larger PLC at this location would make the future maintenance on the equipment much more difficult. As a result, staff asked the contractor to construct the new PLC in a separate enclosure. Having the new PLC-8 in a separate enclosure also eliminated the installation of a temporary PLC which reduced construction cost and interruption to Plant operations.

Change Order No. 4 was for the relocation of the new transformer at the Degritter Building. The contract specified replacing the existing transformer with a new one at the same location adjacent to the MCC. However, the existing transformer location did not meet the current

National Electrical Code (NEC) minimum clearance requirements. The new transformer had to be placed at a different location further away from the MCC.

Change Order No. 5 was for modifications of the conductor sizes and circuit breaker ratings. Some of the conductors and circuit breakers did not meet the current NEC and had to be revised.

DWN has completed all of the Project's field punch list items and the District has assumed beneficial use of the Project. Staff recommends the Board accept the construction of the MCC and PLC Replacement Project – Phase 3 from D.W. Nicholson Corporation, and authorize recordation of a Notice of Completion.

PRE/SEG/RC/TL:ks

Attachment: Figure 1 – Plant Site Plan
Figures 2 through 6 – Photos of New Equipment
Resolution
Notice of Completion

Figure 1 - Plant Site Plan

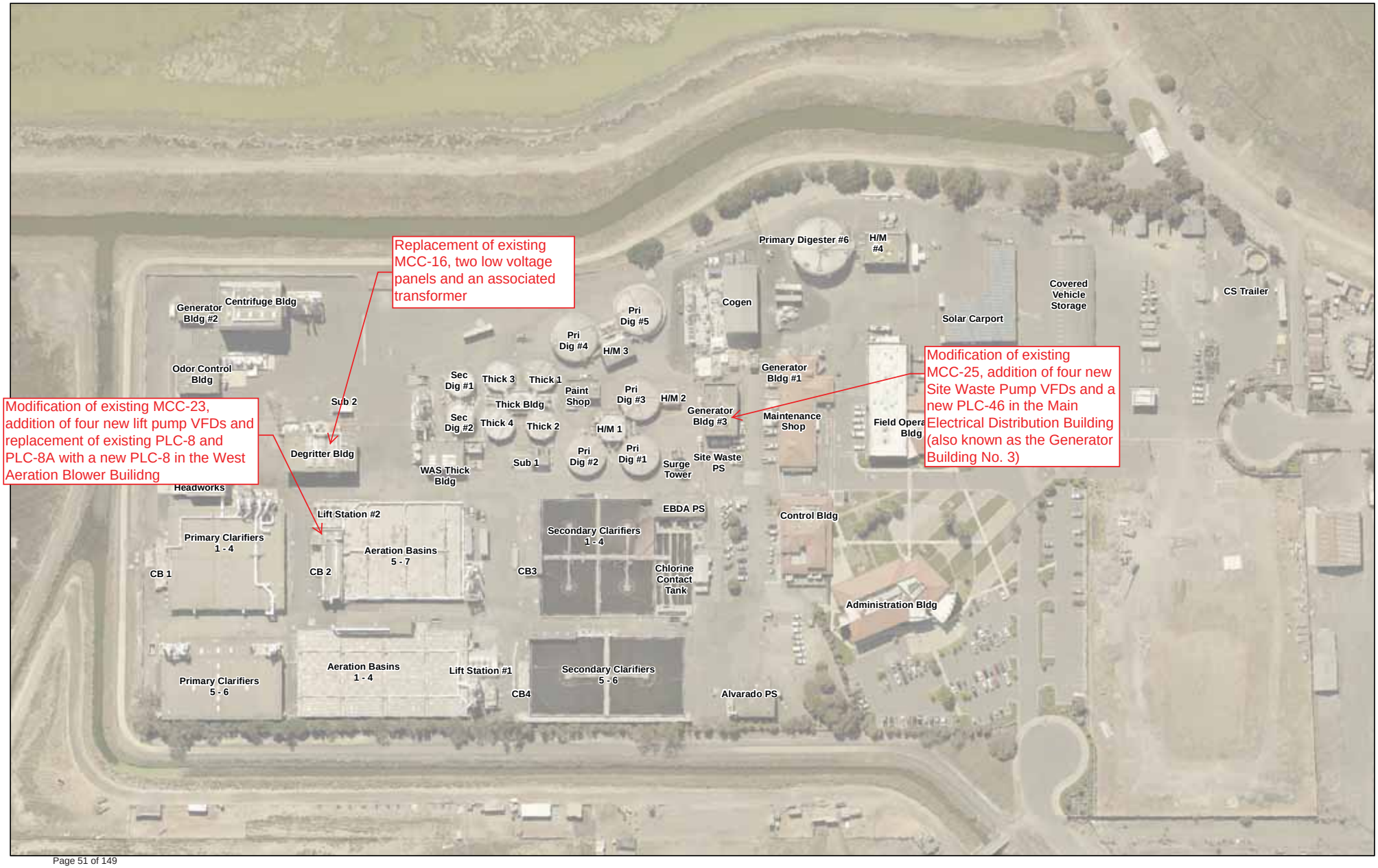


Figure 2 – New MCC-16 in the Degritter Building

Figure 3 – New PLC-8 in the West Aeration Blower Building

Figure 4 – New Lift Pump VFDs in the West Aeration Blower Building

Figure 5 – New PLC-46 in the Main Electrical Distribution Building

Figure 6 – New Site Waste Pump VFDs in the Main Electrical Distribution Building

RESOLUTION NO. ____

ACCEPT CONSTRUCTION OF THE
MCC AND PLC REPLACEMENT PROJECT – PHASE 3
LOCATED IN THE CITY OF UNION CITY, CALIFORNIA
FROM D.W. NICHOLSON CORPORATION

RESOLVED, by the Board of Directors of the UNION SANITARY DISTRICT that it hereby accepts the MCC and PLC Replacement Project – Phase 3 from D.W. Nicholson Corporation, effective February 13, 2017.

FURTHER RESOLVED: That the Board of Directors of the UNION SANITARY DISTRICT authorize the General Manager/District Engineer, or his designee, to execute and record a "Notice of Completion" for the Project.

On motion duly made and seconded, this resolution was adopted by the following vote on February 13, 2017:

AYES:

NOES:

ABSENT:

ABSTAIN:

_____
TOM HANDLEY
President, Board of Directors
Union Sanitary District

Attest:

_____
ANJALI LATHI
Secretary, Board of Directors
Union Sanitary District

RECORDING REQUESTED BY
AND WHEN RECORDED
RETURN TO:

Regina McEvoy
Union Sanitary District
5072 Benson Road
Union City, CA 94587

NO RECORDING FEE – PER GOVERNMENT CODE SECTIONS 6103 & 27283 (R&T Code 11911)

NOTICE OF COMPLETION

NOTICE IS HEREBY GIVEN by the **UNION SANITARY DISTRICT**, Alameda County, California, that the work hereinafter described, the contract for the construction of which was entered into on November 23, 2015, by said District and **D.W. NICHOLSON CORPORATION**, 24747 Clawiter Road, Hayward, CA 94545, Contractor for the Project, "MCC and PLC Replacement Project – Phase 3," was substantially completed on December 9, 2016 and accepted by said District on February 13, 2017.

The name and address of the owner is the **UNION SANITARY DISTRICT**, at 5072 Benson Road, Union City, CA 94587.

The estate or interest of the owner is: FEE SIMPLE ABSOLUTE.

The description of the site where said work was performed and completed is the Union Sanitary District's Wastewater Treatment Plant, located at 5072 Benson Road, City of Union City, County of Alameda, State of California.

The undersigned declares under penalty of perjury that the foregoing is true and correct.

Executed on _____ at UNION CITY, CALIFORNIA.

_____
PAUL R. ELDREDGE, P.E.
GENERAL MANAGER/DISTRICT ENGINEER
UNION SANITARY DISTRICT

Directors
Manny Fernandez
Tom Handley
Pat Kite
Anjali Lathi
Jennifer Toy

Officers
Paul R. Eldredge
General Manager/
District Engineer

Karen W. Murphy
Attorney

DATE: February 1, 2017

MEMO TO: Board of Directors - Union Sanitary District

FROM: Paul R. Eldredge, General Manager/District Engineer
Sheila Tolbert, Human Resources Manager
Karoline Terrazas, Training and Emergency Response Programs Manager

SUBJECT: Agenda Item No. 10 - Meeting of February 13, 2017
Consider a Resolution Approving an Agreement for Union Sanitary District Participation in the Alameda County Emergency Operations Area Emergency Management Organization

Recommendation

Consider a resolution to accept participation in the Alameda County Operational Area Emergency Management Organization with cities, special districts and other public benefit non-profit corporations to provide foundational policies and procedures that define how Alameda County will effectively prepare for, respond to, recover from and mitigate natural or human-caused disasters.

Background

Originally adopted by the Board in June 12, 1995 as resolution no. 2144, we have been asked to enter into a new agreement to participate in the Alameda County Operational Area Emergency Management Organization.

The preservation of life, property and the environment is the responsibility of local, state and federal government. Alameda County, in cooperation with the cities of Alameda, Albany, Berkeley , Dublin, Emeryville, Fremont, Hayward, Livermore, Newark, Oakland, Piedmont, Pleasanton, San Leandro, Union City, special districts and other public benefit non-profit corporations has decided to enter into an agreement for the purpose of ensuring a unified and

coordinated effort between state and local government agencies to facilitate mutual aid and to ensure the effective and efficient use of regional and local resources in the event of a catastrophe.

The Alameda County Operational Area is an intermediate level of the state emergency services organization, consisting of a county and all political subdivisions within the County area.

The agreement incorporates and coordinates available facilities and personnel of the County into an efficient and effective organization by establishing tasks, specific policies and general procedures using the Standardized Emergency Management System. This will provide for the most effective and economical allocation of resources.

This agreement provides a foundation for that relationship and addresses key issues such as communications, equipment use, medical services, budgetary transactions and resources related to environmental, ecological, recreational and economic issues.

Included in this memo:

- Agreement for participation in the Alameda County Operational Area Emergency Management Organization

Alameda County Sheriff's Office

Lakeside Plaza, 1401 Lakeside Drive, 12th Floor, Oakland, CA 94612-4305

Gregory J. Ahern, Sheriff

Director of Emergency Services
Coroner - Marshal

AGENDA ITEM NO. _____ May 10, 2016

May 3, 2016

Honorable Board of Supervisors
County Administration Building
1221 Oak Street
Oakland, CA 94612

SUBJECT: APPROVE AN AGREEMENT FOR PARTICIPATION IN THE ALAMEDA COUNTY OPERATIONAL AREA EMERGENCY MANAGEMENT ORGANIZATION

Dear Board Members:

RECOMMENDATION:

Approve an agreement for participation in the Alameda County Operational Area Emergency Management Organization with cities, special districts and other public benefit non-profit corporations to provide foundational policies and procedures that define how Alameda County will effectively prepare for, respond to, recover from and mitigate natural or human-caused disasters.

DISCUSSION/SUMMARY:

The preservation of life, property and the environment is the responsibility of local, state and federal government. Alameda County, in cooperation with the cities of Alameda, Albany, Berkeley, Dublin, Emeryville, Fremont, Hayward, Livermore, Newark, Oakland, Piedmont, Pleasanton, San Leandro, Union City, special districts and other public benefit non-profit corporations has decided to enter into an agreement for the purpose of ensuring a unified and coordinated effort between state and local government agencies to facilitate mutual aid and to ensure the effective and efficient use of regional and local resources in the event of a catastrophe.

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The agreement incorporates and coordinates available facilities and personnel of the County into an efficient and effective organization by establishing tasks, specific policies and general procedures using the Standardized Emergency Management System. This will provide for the most effective and economical allocation of resources.

This agreement provides a foundation for that relationship and addresses key issues such as communications, equipment use, medical services, budgetary transactions and resources related to environmental, ecological, recreational and economic issues.

This agreement has been approved as to form by County Counsel and Risk Management.

FINANCING:

No additional appropriation is required. This request will not impact the net County cost in FY 2015-16 or subsequent years.

Respectfully submitted,

Gregory J. Ahern
Sheriff-Coroner

GJA:MMM:mmm

AGREEMENT FOR PARTICIPATION
IN ALAMEDA COUNTY
OPERATIONAL AREA
EMERGENCY MANAGEMENT ORGANIZATION

This Agreement is made this 10th day of May, 2016 by and between the County of Alameda and the cities, special districts, and other public benefit non-profit corporations that are parties to this Agreement.

WHEREAS, the potential for a major catastrophe due to natural or manmade disaster requires all government entities within Alameda County to be prepared to share resources and information among themselves as well as with the State of California in order to protect public welfare; and

WHEREAS, greater efficiency and disaster preparedness response, recovery, and mitigation can be achieved by joining the efforts of the County of Alameda, the Cities, Special Districts, and other public benefit non-profit corporations together in pre-disaster agreements; and

WHEREAS, the California Emergency Services Act makes reference to the "operational area" and defines it as "an intermediate level of the state emergency services organization" created to perform extraordinary functions for local governments within a county area such as strengthening mutual coordination, providing a focal point and conduit for disaster information, and assisting in the efficient management of resources;

C-2016-45

THE COUNTY, CITIES, SPECIAL DISTRICTS, AND OTHER PUBLIC BENEFIT NON-PROFIT CORPORATIONS AGREE AS FOLLOWS:

1. RECOGNITION OF AND PARTICIPATION IN AN OPERATIONAL AREA EMERGENCY MANAGEMENT ORGANIZATION

The parties to this Agreement recognize an Operational Area, as the term is defined in the California Emergency Services Act (*California Government Code §8550 et seq.*) which designates an intermediate level of organization, cooperation, and planning between public entities within Alameda County boundaries.

The County of Alameda, cities, special districts, and other public benefit non-profit corporations that are parties to this Agreement shall participate in this organizational structure, which is a partnership for a systematic approach for exchanging disaster intelligence, mutual aid requests, and resource requests in emergencies and also to provide emergency preparedness on a day-to-day basis through cooperative training and exercise activities.

The Operational Area Emergency Management Organization will be the primary contact point during an emergency in Alameda County for sharing disaster intelligence among local agencies and between the Operational Area Emergency Management Organization and state and federal agencies requesting information.

The Operational Area Emergency Management Organization will assist parties to this agreement to share resources before, during, and after an emergency, as well as to prepare, respond, and recover from disasters that strike Alameda County. The Operational Area Emergency Management Organization will prioritize competing needs according to the policies and procedures approved by the Operational Area Council.

Each of the parties to this Agreement will designate individuals to be trained to represent their agency in the Operational Area Emergency Management Organization. The training will be an orientation on the policies and procedures of the Operational Area Emergency Management Organization. Each party to this Agreement will also designate, in writing, a line of succession of officials who are empowered to represent the party to the Operational Area Emergency Management Organization.

2. CONSIDERATION

The consideration under this Agreement is the mutual advantage of protection afforded to each of the parties to this Agreement. There shall not be any monetary compensation required from any to another party as a condition of assistance provided under the agreement, except for reimbursement of direct costs as designated in mutual aid agreements. Nothing in this agreement shall be construed as altering any preexisting disaster response agreements between the parties.

3. STANDARDIZED EMERGENCY MANAGEMENT SYSTEM

The Operational Area Emergency Management Organization and its policies and procedures will be regulated by the Standardized Emergency Management System as stated in *California Government Code §8607*, and its implementing regulations, *California Code of Regulations, Title 19, Division 2, Office of Emergency Services, Standardized Emergency Management System*, and guidelines. The incident command system and a multi-agency coordination system, as described in those regulations and guidelines, will be used for coordination and direction of the parties to this agreement participating in emergency efforts. The *Alameda County Emergency Operations Plan* shall be the primary method and criteria used to conduct Operational Area Emergency Operations Center activities.

4. OPERATIONAL AREA COORDINATOR

The Sheriff/Director of Emergency Services is the Operational Area Coordinator. It is the responsibility of the Operational Area Coordinator to oversee the operation of the Operational Area Emergency Management Organization and to reasonably interpret the terms of this agreement.

It is the responsibility of the Operational Area Coordinator to encourage equal representation by parties to the agreement on a day-to-day basis and to include representatives of affected parties to this agreement and mutual aid coordinators in the operational decision making before, during, and after a disaster strikes Alameda County.

5. COUNCIL

An Operational Area Council is hereby established consisting of a representational membership of the party jurisdictions to this Agreement. The Council shall include one voting representative from each of the following:

a. The President of the **Board of Supervisors**, or his/her designee;

b. The **Sheriff/Director of Emergency Services**, or his/her designated alternate;

c. The **Alameda County Administrator**, or his/her designated alternate;

d. The **County Agency Heads** having primary functional responsibilities in a disaster, or their designated alternates;

   Including, but not limited to:
   1. Auditor-Controller
   2. Fire Department
   3. General Services Agency
   4. Health Care Services
   5. Human Resource Services
   6. Public Works Agency
   7. Sheriff's Office
   8. Social Services Agency

e. The President of the **Alameda County Emergency Managers' Association**, or his/her designated alternate;

f. The President of the **Alameda County Fire Chiefs' Association**, or his/her designated alternate;

g. The President of the **Alameda County Chiefs of Police and Sheriff's Association**, or his/her designated alternate;

h. A City Manager of a **North County City**, or his/her designated alternate, chosen annually by the cities of Alameda, Albany, Berkeley, Emeryville, Oakland, and Piedmont to represent them in the Council;

i. A City Manager of a **South County City**, or his/her designated alternate, chosen annually by the cities of Fremont, Hayward, Newark, San Leandro, and Union City to represent them in the Council;

j. A City Manager of an **East County City**, or his/her designated alternate, chosen annually by the cities of Dublin, Livermore, and Pleasanton to represent them in the Council;

k. A General Manager of a **Regional District** based in Alameda County, or his/her designated alternate, chosen annually by participating regional districts, defined as a special district having service areas in more than one county, to represent them in the Council;

l. A General Manager of a **Special District**, or his/her designated alternate, chosen annually by participating special districts having their entire service area within the boundaries of Alameda County to represent them in the Council;

m. The **Alameda County Superintendent of Schools**, or his/her designated alternate, to represent the school districts of Alameda County;

n. A Director of a **Public Benefit Non-profit Corporation**, or his/her designated alternate, chosen annually by the Alameda County Voluntary Organizations Active in Disaster executive committee to represent them in the Council;

o. A Chief Executive Officer or President, or his/her designated alternate, of a **private sector company** doing business in this county that is an active member of the Emergency Managers' Association of Alameda County and is selected annually by the Operational Area Coordinator; and

p. Such representatives of **other organizations**, either civic, business, labor, veterans, professional or other organizations having an official group or organization having disaster responsibility and may be appointed by the Operational Area Coordinator.

It is the responsibility of the Operational Area Council to set the policies and procedures for the governing of the Operational Area Emergency Management Organization and to review and approve recommendations for changes to these policies and procedures on an annual basis. The Operational Area Council will also serve as the Alameda County Civil Defense and Disaster Council, as described in the *Alameda County Administrative Code, Chapter VI.* The County of Alameda will supply staff support for the Operational Area Council.

6. PROVISION OF FACILITIES AND SUPPORT

The County of Alameda shall provide its emergency operations center as the site for the Operational Area Emergency Management Organization. The County of Alameda will provide support staff for the emergency operations center and all reasonable supplies for the Operational Area Emergency Management Organization during actual activations, drills, and exercises. All parties to this Agreement may provide representatives for decision making and liaison to operational elements of the Operational Area Emergency Management Organization when activated.

The Operational Area Emergency Management Organization will facilitate the mutual aid systems used by local agencies to assist each other in a disaster with the resources necessary to save lives, mitigate property loss, and meet the basic needs of the people.

7. TERM OF AGREEMENT

This Agreement shall be effective from the date executed by all parties until December 31, 2025. This Agreement may be terminated prior to the conclusion of the term by mutual agreement of a majority of the member parties.

8. WITHDRAWAL OF PARTY

Any party to this Agreement may withdraw as a party to this Agreement prior to the termination of the term of this Agreement upon giving thirty (30) days prior written notice to all other parties.

9. ADDITIONAL PARTIES

Additional parties, who are public entities within the geographical boundaries of Alameda County, may join in this Agreement and become a member party upon execution of an Exhibit to this Agreement in which the entity agrees to be subject to the conditions and terms of this Agreement. The executed Exhibit shall become a part of this Agreement automatically after the expiration of thirty (30) days following notification by the new party to all other parties to the execution of the exhibit. Thereafter, the entity shall be considered to be a party of this Agreement unless the entity withdraws as provided herein. Provided however, in the event any existing party to the Agreement gives all other parties notice of its objection to the addition of the particular entity becoming a member to this Agreement within the thirty (30) day notice period, the addition of such party to this Agreement shall require the consent of a two-thirds majority to the then member parties.

10. INDEMNIFICATION AND HOLD HARMLESS

Each of the parties agree to indemnify and hold the other parties harmless and waives all claims for compensation for any loss, damage, personal injury, or death incurred in consequences of the acts or omissions of the indemnifying parties' own employees and agents in the performance of this Agreement.

It is the intent of the parties that, where negligence is determined to have been contributory, principles of comparative fault will be followed and each party shall bear the proportionate costs of any loss, damage, expense, and liability attributable to the party's negligence.

11. SALARIES, EMPLOYMENT AND WORKERS COMPENSATION BENEFITS

The salaries, employment and workers compensation benefits of each employee participating in the Operational Area Emergency Management Organization shall be the responsibility of the party employing the individual. It is understood that each party's employees have no rights, benefits, or special employment status conferred by reason of this Agreement.

IN WITNESS WHEREOF THE PARTIES HERETO HAVE EXECUTED THIS AGREEMENT AS FOLLOWS:

COUNTY OF ALAMEDA, a
political subdivision of the
State of California

By_____
SCOTT HAGGERTY, President
Board of Supervisors

I hereby certify under penalty of perjury that the President of the Board of Supervisors was duly authorized to execute this document on behalf of the County of Alameda by a majority vote of the Board on May 10, 2016; and that a copy has been delivered to the President as provided by Government Code section 25163.

ATTEST: ANIKA CAMPBELL-BELTON
Clerk, Board of Supervisors
Alameda County, California

By_____
Clerk, Board of Supervisors

APPROVED AS TO FORM AND CONTENT:

DONNA ZEIGLER
County Counsel

By_____
L. David Nefouse
Deputy County Counsel

BARBARA LUBBEN
Director of Risk Manager

By_____
Janette Brook

Directors
Manny Fernandez
Tom Handley
Pat Kite
Anjali Lathi
Jennifer Toy

Officers
Paul R. Eldredge
General Manager/ District Engineer

Karen W. Murphy
Attorney

DATE: February 1, 2017

MEMO TO: Board of Directors - Union Sanitary District

FROM: Paul R. Eldredge, General Manager/District Engineer
Pamela Arends-King, Business Services Manager/CFO
Laurie Brenner, Finance and Acquisition Services Coach

SUBJECT: Agenda Item No. 11 - Meeting of February 13, 2017
Review and consider approval of Policy No. 2030, Investment Policy

Recommendation

Review and consider Investment Policy No. 2030 and renewal of delegation of authority of Treasurer to the Business Services Manager/Chief Financial Officer for a one-year period, per CA Govt. Code Section 53607.

Background

Policy No. 2030, Investment Policy (Policy), requires review and approval by the Board of Directors on an annual basis. The proposed Policy is for the calendar year 2017. Staff reviewed CA Govt. Code Sections 53600 through 53622 pertaining to local agencies and the investment of surplus funds. There were no changes to the Govt. Code for 2017, therefore, the only change to the Policy was the effective date of the Policy.

Attachments: Investment Policy #2030 – Redlined
Investment Policy #2030 – Changes Incorporated

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Effective: ~~1/1/16~~1/1/17	**Investment Policy**	Policy Number 2030 Page 1 of 17

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I. INVESTMENT POLICY

A. Purpose

The purpose of the Union Sanitary District's ("USD") Investment Policy is to establish clear guidelines, objectives, policies and understanding for the Board of Directors, USD management, responsible employees, citizens and third parties for the investment of all USD funds. USD funds invested shall provide sufficient cash flow to meet current and expected operating expenses and to fund capital requirements as described in USD's 10-year Capital Improvement Program and 10-year Financial Plan; and enhance the economic status of USD while protecting its cash. USD shall review this policy as least once annually, and may change its policies as investment objectives change.

B. Objectives

The objectives of this investment policy are, in order of priority:

1. To assure ongoing compliance with all Federal, State and local laws governing the investment of public funds;

2. To ensure safety of invested funds;

3. To maintain sufficient liquidity to meet cash flow needs for all operating requirements which might be reasonably anticipated without requiring a sale of securities;

4. Maintain a diversified investment portfolio to avoid incurring unreasonable risks regarding specific security types or individual financial institutes; and

5. To attain a "market average rate of return" consistent with the primary objectives of safety and liquidity. The expected rate of return on USD's portfolio is more specifically defined in Section IV.

C. Prudence

1. The Prudent Investor Standard shall be used by investment officials, and shall be applied in the context of managing an overall portfolio. Investment staff acting in accordance with written procedures and the investment policy and exercising due diligence shall be relieved of personal responsibility for an individual security's credit risk or market price changes, provided deviations from expectations are reported within 30 days and appropriate action is taken to control adverse developments.

2. The Prudent Investor Standard: When investing, reinvesting, purchasing, acquiring, exchanging, selling, and managing public funds, a trustee shall act with care, skill, prudence, and diligence under the circumstances then prevailing, that a prudent person acting in a like capacity and familiarity with those matters would use in the conduct of funds of a like character and with like aims, to safeguard the principal and maintain the liquidity needs of the agency. Within the limitations of this section and considering individual investments as part of an overall strategy, a trustee is authorized to acquire investments as authorized by law.

D. Ethics and Conflicts of Interest

Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with proper execution of the investment program, or which could impair their ability to make impartial investment decisions.

II. OPERATIONS AND PROCEDURAL MATTERS

A. Scope

This investment policy applies to all financial assets and investment activities of USD except USD's Deferred Compensation Plan managed by a third party administrator and invested by individual participants; and USD's retiree medical trust held with CalPERS (the CERBT Trust) and pension assets held with CalPERS since the assets of both plans are managed by CalPERS.

Proceeds of debt issuance shall be invested in accordance with the general investment philosophy of USD as set forth in this policy; however, such proceeds are invested in accordance with permitted investment provisions of their specific bond indentures.

B. Delegation of Authority

1. Authority to manage USD's investment program is derived from the California Government Code Sections 53600 et seq., and USD's Charter.

2. With the approval of the Board of Directors, USD may engage the services of an external investment advisor to assist in the management of USD's investment portfolio in a manner consistent with USD's objectives. Such external investment advisors may be granted discretion to purchase and sell investment securities in accordance with this Investment Policy. Such discretion will be subject to oversight and other restrictions which are to be described in a written agreement. Such advisor must be registered under the Investment Advisers Act of 1940.

3. In accordance with Government Code Section 53607, the Board of Directors delegates to the General Manager/Treasurer, or his designee, the authority to invest, sell or exchange securities. This delegation of authority must be reviewed, and if still applicable, renewed on an annual basis. The Board shall receive a monthly report of the transactions conducted on its behalf.

C. Internal Controls

The General Manager/Treasurer is responsible for establishing and maintaining an internal control structure designed to ensure that the assets of the entity are protected from loss, theft or misuse. The internal control structure shall be designed to provide reasonable assurance that these objectives are met. The concept of reasonable assurance recognizes that (1) the cost of a control should not exceed the benefits likely to be derived; and (2) the valuation of costs and benefits requires estimates and judgments by management.

As part of the annual financial audit, USD's external auditor will perform a review of investment transactions to verify compliance with policies and procedures.

D. Delivery vs. Payment

All investment transactions of USD shall be conducted using standard delivery-vs.-payment procedures.

E. Safekeeping of Securities

To protect against potential losses by collapse of individual securities dealers, and to enhance access to securities, interest payments and maturity proceeds, all securities owned by USD shall be held in safekeeping by a third party bank trust department, acting as agent for USD under the terms of a custody agreement executed by the bank and by USD. The only exception to the

foregoing shall be depository accounts and securities purchases made with: (i) local government investment pools; (ii) time certificates of deposit, and, (iii) money market mutual funds, since the purchased securities are not deliverable. Evidence of each of these investments will be held by USD.

F. Qualifications and Selection of Broker/Dealers

USD shall purchase investments with security broker/dealers based on their reliability; trustworthiness; and their expertise in public cash management. Brokers/dealers must be registered with the state and provide upon request other information to determine their creditworthiness and trustworthiness such as proof of Financial Industry Regulatory Authority (FINRA) registration. A list of security brokers/dealers USD is doing business with will be provided to the Board of Directors with the monthly investment report. A copy of the current USD investment policy will be provided to all security broker/dealers doing business with USD. It shall be the policy of USD to purchase securities only from authorized institutions or firms.

For transactions initiated through an external investment advisor, the investment advisor may use their own list of approved broker/dealers and financial institutions, which it will maintain and review periodically.

III. PERMITTED INVESTMENT AND PORTFOLIO RISK MANAGEMENT

A. Authorized Investments

All investments shall be made in accordance with Sections 53600 et seq. of the Government Code of California and as described within this Investment Policy. Within the investments permitted by the Government Code, USD seeks to further restrict eligible investment to the investments listed below. In the event an apparent discrepancy is found between this Investment Policy and the Government Code, the more restrictive parameters will take precedence. Percentage holding limits listed in this section apply at the time the security is purchased.

1. U.S. Treasury securities not exceeding five (5) years to final maturity. There is no limitation as to the percentage of the portfolio that may be invested in this category.

2. Federal agency or United States government-sponsored enterprise obligations, participations, or other instruments, including those issued by or fully guaranteed as to principal and interest by federal agencies or United States government-sponsored enterprises, provided that there

shall be no maximum allowable investment in such securities Purchases of Federal Agency mortgage-backed securities issued by or fully guaranteed as to principal and interest by government agencies are limited to a maximum of 20 % of the portfolio.

3. Eligible Banker's acceptances, highest letter and numerical short term debt ratings by a National Recognized Standard Rating Organization (NRSRO) and an A1 or P1 or equivalent rating, if any, of other debt, shall have a maximum duration of one hundred eighty (180) days. The aggregate investment in banker's acceptances shall not exceed forty percent (40%) of USD's total portfolio, and no more than five percent (5%) of the District's total portfolio shall be invested in banker's acceptances of any one bank.
4. Bank Deposits. FDIC insured or fully collateralized demand deposit accounts, savings accounts, market rate accounts, time certificates of deposits ("TCDs") and other types of bank deposits in financial institutions located in California. Bank deposits shall meet the requirements for deposit under Government Code Section 53630 et. seq. To be eligible to receive USD deposits, the financial institution must have received a minimum overall satisfactory rating for meeting the credit needs of California Communities in its most recent evaluation, as provided in Government Code Section 53635.2. Deposits are required to be collateralized as specified under Government Code Section 53630 et. seq. The General Manager/Treasurer, at his or her discretion, may waive the collateralization requirements for any portion that is covered by federal deposit insurance. USD shall have a signed agreement with all depositories receiving USD deposits per Government Code Section 53649. The maturity of time deposits may not exceed 5 years. There is no limit on the percentage of the portfolio that may be invested in bank deposits. However, a maximum of 20 percent of the portfolio may be invested in time deposits.

5. Certificates of deposit placed through a deposit placement service shall meet the requirements under Government Code Section 53601.8. The full amount of the principal and the interest that may be accrued during the maximum term of each certificate of deposit shall at all times be insured by federal deposit insurance. The maximum term for placement service certificates of deposit shall be 5 years. The combined amount invested in placement service certificates of deposit and negotiable certificates of deposit shall not exceed 30% of the portfolio.

6. Negotiable certificates of deposit (NCDs issued by a nationally or state-charted bank, a savings association or a federal association (as defined by

Section 5102 by the Financial Code), a state or federal credit union, or by a federally licensed or state-licensed branch of a foreign bank. Purchases of NCDs shall not exceed thirty percent (30%) of the total portfolio and will have a maturity date not to exceed five (5) years.

7. Repurchase agreements, provided that:

   a. The maximum maturity of repurchase agreements shall be 90 days;

   b. No more than 10% of the portfolio shall be invested in repurchase agreements;

   c. Repurchase agreements shall be fully secured by deliverable U.S. Treasury and Federal Agency obligations as described under Sections III (A1-2) of this policy (without limit to maturity) having a market value at all times of at least one hundred two percent (102%) of the amount of the contract. If additional collateral is required then that collateral must be delivered within one business day (if a collateral deficiency is not corrected within this time frame, the collateral securities will be liquidated);

   d. Securities used as collateral for repurchase agreements, shall be free and clear of any lien and be held by USD's custodian bank or an independent third-party custodian acting solely as agent for the USD, provided such third party is not the seller under the repurchase agreement;

   e. The repurchase agreements are the subject of a master repurchase agreement or a specific written repurchase agreement between USD and the provider of the repurchase agreement; and

   f. The counterparty meets the following criteria:

      (i) The counterparty must be a primary government securities dealer who reports daily to the Federal Reserve Bank of New York, or a bank, savings and loan association, or diversified securities broker-dealer having $5 billion in assets and $500 million in capital and subject to regulation of capital standards by any state or federal regulatory agency;

      (ii) Has a long-term credit rating of at least 'AA' or the equivalent from a NRSRO;

(iii) Has been in operation for at least 5 years; and

(iv) Is reputable among market participants.

8. Commercial Paper with the highest letter and numerical short term debt ratings by a NRSRO and A1 or P1 or equivalent rating with a corporation organized and operating in the United States and has assets in excess of five hundred million dollars ($500,000,000). No more than twenty-five percent (25%) of the portfolio shall be invested in commercial paper and no more than five percent (5%) of USD's total portfolio shall be invested in the commercial paper of any one issuer. Maximum maturity shall not exceed two hundred seventy (270) days

9. State of California's Local Agency Investment Fund ("LAIF"), pursuant to California Code Section 16429.1. A maximum of seventy percent (70%) of USD's funds or the limit permitted by the State may be invested in LAIF, whichever is less;

10. Corporate medium-term notes, defined as all corporate and depository institution debt securities with a maximum remaining maturity of five years or less, issued by corporations organized and operating within the United States or by depository institutions licensed by the United States or any state and operating within the United Sates. Notes eligible for investment under this subdivision shall be rated A or better by a NRSRO. Purchases may not exceed thirty percent (30%) of invested funds and five percent (5%) of the total portfolio of any one issuer's securities.

11. Municipal Obligations. USD may purchase municipal obligations in the following categories.

    a. USD Bonds – Bonds issued by USD, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by USD or by a department, board, agency, or authority of USD.

    b. California State Obligations – Registered state warrants or treasury notes or bonds of the State of California, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by the State or by a department, board, agency, or authority of the State.

    c. Local Agency Bonds – Bonds, notes, warrants, or other evidences of indebtedness of any local agency within the State of California,

including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by the local agency, or by a department, board, agency, or authority of the local agency.

With the exception of obligations issued by USD, purchases of municipal obligations are limited to securities rated at least in the "A" (long-term) or "A-1" (short-term), or their equivalents, by a NRSRO. Obligations shall have a maximum maturity of five years. A maximum of thirty percent (30%) of the portfolio may be invested in this category. The amount invested with any one issuer shall not exceed ten percent (10%) of the portfolio.

12. Money market mutual funds, provided that such funds

    a. Are registered with the Securities and Exchange Commission and are rated "AAAm" or its equivalent by not less than two NRSROs; or have retained an investment adviser registered or exempt from registration with the Securities and Exchange Commission with not less than five years' experience managing money market mutual funds with assets under management in excess of $500 million;

    b. The purchase price of shares shall not exceed twenty percent (20%) of USD's portfolio; and

    c. If USD has funds invested in a money market fund, a copy of fund's information statement shall be maintained on file for due diligence. In addition, the General Manager/Treasurer should review the fund's summary holdings on a quarterly basis.

13. Shares of beneficial interest issued by a joint powers authority organized pursuant to Section 6509.7 that invests in the securities and obligations authorized in subdivisions (a) to (o) as provided, provided that

    a. A maximum of fifty percent (50%) of USD's funds may be invested in the shares of any one investment pool;

    b. The pool's investment advisor meets the requirements of 53601(p);

    c. The pool seeks to maintain a stable Net Asset Value ("NAV");

    d. The pool is rated "AAAm" or its equivalent by a NRSRO; and

e. If USD has funds invested in a pool, a copy of pool's information statement shall be maintained on file for due diligence. In addition, the General Manager/Treasurer should review the pool's summary holdings on a quarterly basis.

14. United States dollar denominated senior unsecured unsubordinated obligations issued or unconditionally guaranteed by the International Bank for Reconstruction and Development, International Finance Corporation, or the Inter-American Development Bank, with a maximum remaining maturity of five years or less, and eligible for purchase and sale within the United States. Investments under this subdivision shall be rated "AA" or better by an NRSRO and shall not exceed thirty percent (30%)f the agency's moneys that may be invested pursuant to this section.

B. Prohibited Investment Vehicles and Practices

1. State law notwithstanding, any investments not specifically described herein are prohibited, including, but not limited to, mutual funds.

2. In accordance with Government Code Section 53601.6, investment in inverse floaters, range notes, or mortgage derived interest-only strips is prohibited.

3. In accordance with Government Code Section 53601.6, investment in any security that could result in a zero interest accrual if held to maturity is prohibited.

4. Trading securities for the sole purpose of speculating on the future direction of interest rates is prohibited.

5. Purchasing or selling securities on margin is prohibited.

6. The use of reverse repurchase agreements, securities lending or any other form of borrowing or leverage is prohibited.

7. USD is not permitted to deposit funds into any state or federal credit union, if a member of the Board of Directors, or any person with investment decision making authority also serves on the board of directors, or any committee appointed by the board of directors, or the credit committee or supervisory committee, of the state or federal credit union.

C. Mitigating Credit Risk in the Portfolio

Credit risk is the risk that a security or a portfolio will lose some or all of its value due to a real or perceived change in the ability of the issuer to repay its debt. USD shall mitigate credit risk by adopting the following strategies:

1. The diversification requirements included in Section III (A) are designed to mitigate credit risk in the portfolio;

2. No more than 10% of the total portfolio may be invested in securities of any single issuer, other than LAIF, local government investment pools, all U.S. Government, its agencies and instrumentalities. In regards to commercial paper and medium-term notes no more than five percent (5%) of the total two combined shall be with the same issuing company; and

3. USD may elect to sell a security prior to its maturity and record a capital gain or loss in order to improve the quality, liquidity or yield of the portfolio in response to market conditions or USD's risk preferences; and

4. If securities owned by USD are downgraded by a NRSRO to a level below the quality required by this Investment Policy, it shall be USD's policy to review the credit situation and make a determination as to whether to sell or retain such securities in the portfolio. Please see Appendix A for credit ratings.

    a. If a security is downgraded two rating categories below the level required by USD (A, depending on the rating Agency), the security shall be sold immediately.

    b. If a security is downgraded one rating category below the level required by this policy, USD will use discretion in determining whether to sell or hold the security based on its current maturity, the loss in value, the economic outlook for the issuer, and other relevant factors.

    c. If a decision is made to retain a downgraded security in the portfolio, its presence in the portfolio will be monitored and reported monthly to USD's Board of Directors.

IV. INVESTMENT PERFORMANCE OBJECTIVES

A 12-month rolling average of the 1-year U.S. Treasury yield may serve as a reasonable benchmark for the total current portfolio.

V. INVESTMENT GUIDELINES

A. Liquidity

1. A minimum of ten percent (10%) of USD's funds shall be invested in liquid investments such as LAIF or CAMP to ensure adequate cash reserves to pay current expenses. Any changes to investments or new investments approved by the state shall require an amendment to the policy approval by the Board.

2. If USD uses an investment advisor, USD's General Manager/Treasurer shall communicate periodically with the investment adviser in order to keep the adviser informed as to USD's specific short-term liquidity requirements.

B. Maximum Maturities

1. To the extent possible, investments shall be matched with anticipated cash flow requirements and known future liabilities. USD will not invest in securities maturing more than five (5) years from the date of trade settlement, unless the Board of Directors has by resolution granted authority to make such an investment at least three months prior to the date of investment.

VI. REPORTING, DISCLOSURE AND PROGRAM EVALUATION

A. Monthly Reports

Monthly investment reports shall be submitted by USD finance staff to USD's Board of Directors and the General Manager. These reports shall disclose, at a minimum, the following information about the risk characteristics of USD's portfolio:

1. As asset listing showing par value, cost and accurate and complete market value of each security, type of investment, issuer name, credit quality, coupon rate and yield to maturity at cost;

2. A one or two-page summary report which shows:

   a. Weighted average maturity of the portfolio;

   b. Maturity distribution of the portfolio;

   c. Average monthly yield to maturity at cost for the portfolio for the prior twelve months compared to the Benchmark Index returns for the same periods;

   d. A list of portfolio transactions;

3. A statement of compliance with the investment policy, including a schedule of any transactions or holdings which do not comply with this policy or with the California Government Code, if any, including a justification for their presence in the portfolio and a timetable for resolution; and

4. A statement that USD has adequate funds to meet its cash flow requirements for the next six months.

5. A list of broker/dealers the District is currently using.

B. Annual Reports

1. The investment policy shall be reviewed at least two months before the current investment policy expires and adopted before the current investment policy expiresto ensure its consistency with the overall objectives of preservation of principal, liquidity and return, and its relevance to current law and financial and economic trends.

2. The investment program shall be included in the scope of USD's annual audit.

C. Periodic Investment Program Review

USD shall retain the services of an expert consultant to perform a thorough review of the investment program a minimum of once every four years.

This revision supersedes the versions listed below, which are no longer effective.

Title	Policy #	Effective Date

Investment Policy	2030	11/27/95
Investment Policy	2030	10/11/11
Investment Policy	2030	9/24/12
Investment Policy	2030	9/22/14
Investment Policy	2030	1/1/15
Investment Policy	2030	1/16/16

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Approved by: Board of Directors
Author/owner: Business Services Manager/Chief Financial Officer
Reviewers: General Manager, ~~Senior Accountant and Principal Financial Analyst~~ Finance and Acquisitions Services Coach
Notify Person: Business Services Manager/Chief Financial Officer
Revision frequency: Annually
Next Review: 11/1/~~16~~ 17(two months before the effective policy expires)

GLOSSARY OF INVESTMENT TERMS

Asset-backed security. A security supported by assets such as automobile loans or other consumer receivables which are placed with a trustee for the benefit of the owners of the security.

Banker's acceptance. A high quality, short term money market instrument used to finance international trade. There has never been an instance of a failure to pay a banker's acceptance in full at its maturity date.

Benchmark. A segment of the securities market with characteristics similar to the subject portfolio. It is used to compare portfolio performance to the performance of the appropriate segment of the market.

Callable Security. Callable securities are those which contain an option allowing the issuer to retire the security prior to its final maturity date. If the level of interest rates falls sufficiently, the issuer of the bond will exercise the option and call the bond away from the investor. The issuer can save money by issuing new bonds at lower rates. Types of callable bonds can range from "one-time" to "quarterly" to "continuous" calls.

CAMP (California Asset Management Program). A pooled investment vehicle and Joint Powers Authority for local agencies in California which manages the California Asset Management Trust.

Commercial paper. Short term, negotiable unsecured promissory notes of corporations.

Delivery vs. payment. A securities industry procedure in which payment for a security is not released until the security is delivered to the customer's bank custodial account.

Inverse floaters. A security with an interest rate which changes periodically in the opposite direction to the change in the general level of interest rates.

Investment Official. An individual who is authorized to make investment decisions and execute investments of funds on behalf of USD.

Leverage. An investment practice in which the investor borrows money in order to increase the amount invested.

Local Agency Investment Fund (LAIF). A pooled investment vehicle for local agencies in California sponsored by the State of California and administered by the State Treasurer.

Market cycle. A market cycle is defined as a period of time which includes a minimum of two consecutive quarters of falling interest rates followed by a minimum of two consecutive quarters of rising interest rates.

Money market mutual fund. A mutual fund which invests in short term money market instruments only, and which has as an investment objective.

Nationally Recognized Statistical Rating Organization (NRSRO). A credit rating agency which issues credit ratings that the US Securities and Exchange Commission (SEC) permits other financial firms to use for certain regulatory purposes. Commonly used NRSROs are Moody's Investor Service, Standard & Poor's, and Fitch Ratings.

Negotiable certificate of deposit. A large denomination certificate of deposit which can be sold in the open market prior to maturity.

Range notes. Fixed income securities which pay interest only under certain conditions which are defined in the bond's indenture.

Repurchase agreement. An investment transaction wherein an investor agrees to purchase securities at an agreed upon price, and simultaneously agrees to sell the securities back to the counterparty on an agreed upon future date at an agreed upon price.

Time certificate of deposit. A non-negotiable certificate of deposit which cannot be sold prior to maturity.

Total rate of return. Annual return on an investment including appreciation and dividends or interest. For bonds held to maturity, total return is yield to maturity.

Weighted Average Maturity. The weighted average of the remaining terms of the underlying securities, using the current balance of each security as the weighting factor.

Appendix A – Credit Ratings for Corporate Notes

Equivalent Credit Ratings				
Credit Risk	**Moody's***	**Standard & Poor's***	**Fitch IBCA****	**Duff & Phelps****
INVESTMENT GRADE				
Highest quality	Aaa	AAA	AAA	AAA
High quality (very strong)	Aa	AA	AA	AA
Upper medium grade (strong)	A	A	A	A
Medium grade	Baa	BBB	BBB	BBB
NOT INVESTMENT GRADE				
Lower medium grade (somewhat speculative)	Ba	BB	BB	BB
Low grade (speculative)	B	B	B	B
Poor quality (may default)	Caa	CCC	CCC	CCC
Most speculative	Ca	CC	CC	CC
No interest being paid or bankruptcy petition filed	C	C	C	C
In default	C	D	D	D

Source: The Bond Market Association

* The ratings from Aa to Ca by Moody's may be modified by the addition of a 1, 2 or 3 to show relative standing within the category.

**The ratings from AA to CC by Standard & Poor's, Fitch IBCA and Duff & Phelps may be modified by the addition of a plus or minus sign to show relative standing within the category.

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Effective: 1/1/17	**Investment Policy**	Policy Number 2030 Page 1 of 17

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acting in accordance with written procedures and the investment policy and exercising due diligence shall be relieved of personal responsibility for an individual security's credit risk or market price changes, provided deviations from expectations are reported within 30 days and appropriate action is taken to control adverse developments.

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B. Delegation of Authority

1. Authority to manage USD's investment program is derived from the California Government Code Sections 53600 et seq., and USD's Charter.

2. With the approval of the Board of Directors, USD may engage the services of an external investment advisor to assist in the management of USD's investment portfolio in a manner consistent with USD's objectives. Such external investment advisors may be granted discretion to purchase and sell investment securities in accordance with this Investment Policy. Such discretion will be subject to oversight and other restrictions which are to be described in a written agreement. Such advisor must be registered under the Investment Advisers Act of 1940.

3. In accordance with Government Code Section 53607, the Board of Directors delegates to the General Manager/Treasurer, or his designee, the authority to invest, sell or exchange securities. This delegation of authority must be reviewed, and if still applicable, renewed on an annual basis. The Board shall receive a monthly report of the transactions conducted on its behalf.

C. Internal Controls

The General Manager/Treasurer is responsible for establishing and maintaining an internal control structure designed to ensure that the assets of the entity are protected from loss, theft or misuse. The internal control structure shall be designed to provide reasonable assurance that these objectives are met. The concept of reasonable assurance recognizes that (1) the cost of a control should not exceed the benefits likely to be derived; and (2) the valuation of costs and benefits requires estimates and judgments by management.

As part of the annual financial audit, USD's external auditor will perform a review of investment transactions to verify compliance with policies and procedures.

D. Delivery vs. Payment

All investment transactions of USD shall be conducted using standard delivery-vs.-payment procedures.

E. Safekeeping of Securities

To protect against potential losses by collapse of individual securities dealers, and to enhance access to securities, interest payments and maturity proceeds, all securities owned by USD shall be held in safekeeping by a third party bank trust department, acting as agent for USD under the terms of a custody agreement executed by the bank and by USD. The only exception to the foregoing shall be depository accounts and securities purchases made with: (i) local government investment pools; (ii) time certificates of deposit, and, (iii)

money market mutual funds, since the purchased securities are not deliverable. Evidence of each of these investments will be held by USD.

F. Qualifications and Selection of Broker/Dealers

USD shall purchase investments with security broker/dealers based on their reliability; trustworthiness; and their expertise in public cash management. Brokers/dealers must be registered with the state and provide upon request other information to determine their creditworthiness and trustworthiness such as proof of Financial Industry Regulatory Authority (FINRA) registration. A list of security brokers/dealers USD is doing business with will be provided to the Board of Directors with the monthly investment report. A copy of the current USD investment policy will be provided to all security broker/dealers doing business with USD. It shall be the policy of USD to purchase securities only from authorized institutions or firms.

For transactions initiated through an external investment advisor, the investment advisor may use their own list of approved broker/dealers and financial institutions, which it will maintain and review periodically.

III. PERMITTED INVESTMENT AND PORTFOLIO RISK MANAGEMENT

A. Authorized Investments

All investments shall be made in accordance with Sections 53600 et seq. of the Government Code of California and as described within this Investment Policy. Within the investments permitted by the Government Code, USD seeks to further restrict eligible investment to the investments listed below. In the event an apparent discrepancy is found between this Investment Policy and the Government Code, the more restrictive parameters will take precedence. Percentage holding limits listed in this section apply at the time the security is purchased.

1. U.S. Treasury securities not exceeding five (5) years to final maturity. There is no limitation as to the percentage of the portfolio that may be invested in this category.

2. Federal agency or United States government-sponsored enterprise obligations, participations, or other instruments, including those issued by or fully guaranteed as to principal and interest by federal agencies or United States government-sponsored enterprises, provided that there shall be no maximum allowable investment in such securities Purchases of Federal Agency mortgage-backed securities issued by or fully

guaranteed as to principal and interest by government agencies are limited to a maximum of 20 % of the portfolio.

3. Eligible Banker's acceptances, highest letter and numerical short term debt ratings by a National Recognized Standard Rating Organization (NRSRO) and an A1 or P1 or equivalent rating, if any, of other debt, shall have a maximum duration of one hundred eighty (180) days. The aggregate investment in banker's acceptances shall not exceed forty percent (40%) of USD's total portfolio, and no more than five percent (5%) of the District's total portfolio shall be invested in banker's acceptances of any one bank.
4. Bank Deposits. FDIC insured or fully collateralized demand deposit accounts, savings accounts, market rate accounts, time certificates of deposits ("TCDs") and other types of bank deposits in financial institutions located in California. Bank deposits shall meet the requirements for deposit under Government Code Section 53630 et. seq. To be eligible to receive USD deposits, the financial institution must have received a minimum overall satisfactory rating for meeting the credit needs of California Communities in its most recent evaluation, as provided in Government Code Section 53635.2. Deposits are required to be collateralized as specified under Government Code Section 53630 et. seq. The General Manager/Treasurer, at his or her discretion, may waive the collateralization requirements for any portion that is covered by federal deposit insurance. USD shall have a signed agreement with all depositories receiving USD deposits per Government Code Section 53649. The maturity of time deposits may not exceed 5 years. There is no limit on the percentage of the portfolio that may be invested in bank deposits. However, a maximum of 20 percent of the portfolio may be invested in time deposits.

5. Certificates of deposit placed through a deposit placement service shall meet the requirements under Government Code Section 53601.8. The full amount of the principal and the interest that may be accrued during the maximum term of each certificate of deposit shall at all times be insured by federal deposit insurance. The maximum term for placement service certificates of deposit shall be 5 years. The combined amount invested in placement service certificates of deposit and negotiable certificates of deposit shall not exceed 30% of the portfolio.

6. Negotiable certificates of deposit (NCDs issued by a nationally or state-charted bank, a savings association or a federal association (as defined by Section 5102 by the Financial Code), a state or federal credit union, or by a federally licensed or state-licensed branch of a foreign bank. Purchases

of NCDs shall not exceed thirty percent (30%) of the total portfolio and will have a maturity date not to exceed five (5) years.

7. Repurchase agreements, provided that:

   a. The maximum maturity of repurchase agreements shall be 90 days;

   b. No more than 10% of the portfolio shall be invested in repurchase agreements;

   c. Repurchase agreements shall be fully secured by deliverable U.S. Treasury and Federal Agency obligations as described under Sections III (A1-2) of this policy (without limit to maturity) having a market value at all times of at least one hundred two percent (102%) of the amount of the contract. If additional collateral is required then that collateral must be delivered within one business day (if a collateral deficiency is not corrected within this time frame, the collateral securities will be liquidated);

   d. Securities used as collateral for repurchase agreements, shall be free and clear of any lien and be held by USD's custodian bank or an independent third-party custodian acting solely as agent for the USD, provided such third party is not the seller under the repurchase agreement;

   e. The repurchase agreements are the subject of a master repurchase agreement or a specific written repurchase agreement between USD and the provider of the repurchase agreement; and

   f. The counterparty meets the following criteria:

      (i) The counterparty must be a primary government securities dealer who reports daily to the Federal Reserve Bank of New York, or a bank, savings and loan association, or diversified securities broker-dealer having $5 billion in assets and $500 million in capital and subject to regulation of capital standards by any state or federal regulatory agency;

      (ii) Has a long-term credit rating of at least 'AA' or the equivalent from a NRSRO;

      (iii) Has been in operation for at least 5 years; and

(iv) Is reputable among market participants.

8. Commercial Paper with the highest letter and numerical short term debt ratings by a NRSRO and A1 or P1 or equivalent rating with a corporation organized and operating in the United States and has assets in excess of five hundred million dollars ($500,000,000). No more than twenty-five percent (25%) of the portfolio shall be invested in commercial paper and no more than five percent (5%) of USD's total portfolio shall be invested in the commercial paper of any one issuer. Maximum maturity shall not exceed two hundred seventy (270) days

9. State of California's Local Agency Investment Fund ("LAIF"), pursuant to California Code Section 16429.1. A maximum of seventy percent (70%) of USD's funds or the limit permitted by the State may be invested in LAIF, whichever is less;

10. Corporate medium-term notes, defined as all corporate and depository institution debt securities with a maximum remaining maturity of five years or less, issued by corporations organized and operating within the United States or by depository institutions licensed by the United States or any state and operating within the United Sates. Notes eligible for investment under this subdivision shall be rated A or better by a NRSRO. Purchases may not exceed thirty percent (30%) of invested funds and five percent (5%) of the total portfolio of any one issuer's securities.

11. Municipal Obligations. USD may purchase municipal obligations in the following categories.

    a. USD Bonds – Bonds issued by USD, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by USD or by a department, board, agency, or authority of USD.

    b. California State Obligations – Registered state warrants or treasury notes or bonds of the State of California, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by the State or by a department, board, agency, or authority of the State.

    c. Local Agency Bonds – Bonds, notes, warrants, or other evidences of indebtedness of any local agency within the State of California, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by the local

agency, or by a department, board, agency, or authority of the local agency.

With the exception of obligations issued by USD, purchases of municipal obligations are limited to securities rated at least in the "A" (long-term) or "A-1" (short-term), or their equivalents, by a NRSRO. Obligations shall have a maximum maturity of five years. A maximum of thirty percent (30%) of the portfolio may be invested in this category. The amount invested with any one issuer shall not exceed ten percent (10%) of the portfolio.

12. Money market mutual funds, provided that such funds

    a. Are registered with the Securities and Exchange Commission and are rated "AAAm" or its equivalent by not less than two NRSROs; or have retained an investment adviser registered or exempt from registration with the Securities and Exchange Commission with not less than five years' experience managing money market mutual funds with assets under management in excess of $500 million;

    b. The purchase price of shares shall not exceed twenty percent (20%) of USD's portfolio; and

    c. If USD has funds invested in a money market fund, a copy of fund's information statement shall be maintained on file for due diligence. In addition, the General Manager/Treasurer should review the fund's summary holdings on a quarterly basis.

13. Shares of beneficial interest issued by a joint powers authority organized pursuant to Section 6509.7 that invests in the securities and obligations authorized in subdivisions (a) to (o) as provided, provided that

    a. A maximum of fifty percent (50%) of USD's funds may be invested in the shares of any one investment pool;

    b. The pool's investment advisor meets the requirements of 53601(p);

    c. The pool seeks to maintain a stable Net Asset Value ("NAV");

    d. The pool is rated "AAAm" or its equivalent by a NRSRO; and

    e. If USD has funds invested in a pool, a copy of pool's information statement shall be maintained on file for due diligence. In addition,

the General Manager/Treasurer should review the pool's summary holdings on a quarterly basis.

14. United States dollar denominated senior unsecured unsubordinated obligations issued or unconditionally guaranteed by the International Bank for Reconstruction and Development, International Finance Corporation, or the Inter-American Development Bank, with a maximum remaining maturity of five years or less, and eligible for purchase and sale within the United States. Investments under this subdivision shall be rated "AA" or better by an NRSRO and shall not exceed thirty percent (30%)f the agency's moneys that may be invested pursuant to this section.

B. Prohibited Investment Vehicles and Practices

1. State law notwithstanding, any investments not specifically described herein are prohibited, including, but not limited to, mutual funds.

2. In accordance with Government Code Section 53601.6, investment in inverse floaters, range notes, or mortgage derived interest-only strips is prohibited.

3. In accordance with Government Code Section 53601.6, investment in any security that could result in a zero interest accrual if held to maturity is prohibited.

4. Trading securities for the sole purpose of speculating on the future direction of interest rates is prohibited.

5. Purchasing or selling securities on margin is prohibited.

6. The use of reverse repurchase agreements, securities lending or any other form of borrowing or leverage is prohibited.

7. USD is not permitted to deposit funds into any state or federal credit union, if a member of the Board of Directors, or any person with investment decision making authority also serves on the board of directors, or any committee appointed by the board of directors, or the credit committee or supervisory committee, of the state or federal credit union.

C. Mitigating Credit Risk in the Portfolio

Credit risk is the risk that a security or a portfolio will lose some or all of its value due to a real or perceived change in the ability of the issuer to repay its debt. USD shall mitigate credit risk by adopting the following strategies:

1. The diversification requirements included in Section III (A) are designed to mitigate credit risk in the portfolio;

2. No more than 10% of the total portfolio may be invested in securities of any single issuer, other than LAIF, local government investment pools, all U.S. Government, its agencies and instrumentalities. In regards to commercial paper and medium-term notes no more than five percent (5%) of the total two combined shall be with the same issuing company; and

3. USD may elect to sell a security prior to its maturity and record a capital gain or loss in order to improve the quality, liquidity or yield of the portfolio in response to market conditions or USD's risk preferences; and

4. If securities owned by USD are downgraded by a NRSRO to a level below the quality required by this Investment Policy, it shall be USD's policy to review the credit situation and make a determination as to whether to sell or retain such securities in the portfolio. Please see Appendix A for credit ratings.

    a. If a security is downgraded two rating categories below the level required by USD (A, depending on the rating Agency), the security shall be sold immediately.

    b. If a security is downgraded one rating category below the level required by this policy, USD will use discretion in determining whether to sell or hold the security based on its current maturity, the loss in value, the economic outlook for the issuer, and other relevant factors.

    c. If a decision is made to retain a downgraded security in the portfolio, its presence in the portfolio will be monitored and reported monthly to USD's Board of Directors.

IV. INVESTMENT PERFORMANCE OBJECTIVES

A 12-month rolling average of the 1-year U.S. Treasury yield may serve as a reasonable benchmark for the total current portfolio.

V. INVESTMENT GUIDELINES

A. Liquidity

1. A minimum of ten percent (10%) of USD's funds shall be invested in liquid investments such as LAIF or CAMP to ensure adequate cash reserves to pay current expenses. Any changes to investments or new investments approved by the state shall require an amendment to the policy approval by the Board.

2. If USD uses an investment advisor, USD's General Manager/Treasurer shall communicate periodically with the investment adviser in order to keep the adviser informed as to USD's specific short-term liquidity requirements.

B. Maximum Maturities

1. To the extent possible, investments shall be matched with anticipated cash flow requirements and known future liabilities. USD will not invest in securities maturing more than five (5) years from the date of trade settlement, unless the Board of Directors has by resolution granted authority to make such an investment at least three months prior to the date of investment.

VI. REPORTING, DISCLOSURE AND PROGRAM EVALUATION

A. Monthly Reports

Monthly investment reports shall be submitted by USD finance staff to USD's Board of Directors and the General Manager. These reports shall disclose, at a minimum, the following information about the risk characteristics of USD's portfolio:

1. As asset listing showing par value, cost and accurate and complete market value of each security, type of investment, issuer name, credit quality, coupon rate and yield to maturity at cost;

2. A one or two-page summary report which shows:

a. Weighted average maturity of the portfolio;

b. Maturity distribution of the portfolio;

c. Average monthly yield to maturity at cost for the portfolio for the prior twelve months compared to the Benchmark Index returns for the same periods;

d. A list of portfolio transactions;

3. A statement of compliance with the investment policy, including a schedule of any transactions or holdings which do not comply with this policy or with the California Government Code, if any, including a justification for their presence in the portfolio and a timetable for resolution; and

4. A statement that USD has adequate funds to meet its cash flow requirements for the next six months.

5. A list of broker/dealers the District is currently using.

B. Annual Reports

1. The investment policy shall be reviewed at least two months before the current investment policy expires and adopted before the current investment policy expiresto ensure its consistency with the overall objectives of preservation of principal, liquidity and return, and its relevance to current law and financial and economic trends.

2. The investment program shall be included in the scope of USD's annual audit.

C. Periodic Investment Program Review

USD shall retain the services of an expert consultant to perform a thorough review of the investment program a minimum of once every four years.

This revision supersedes the versions listed below, which are no longer effective.

Title	Policy #	Effective Date
Investment Policy	2030	11/27/95
Investment Policy	2030	10/11/11
Investment Policy	2030	9/24/12

Investment Policy	2030	9/22/14
Investment Policy	2030	1/1/15
Investment Policy	2030	1/16/16

Approved by: Board of Directors
Author/owner: Business Services Manager/Chief Financial Officer
Reviewers: General Manager, Finance and Acquisitions Services Coach
Notify Person: Business Services Manager/Chief Financial Officer
Revision frequency: Annually
Next Review: 11/1/17(two months before the effective policy expires)

GLOSSARY OF INVESTMENT TERMS

Asset-backed security. A security supported by assets such as automobile loans or other consumer receivables which are placed with a trustee for the benefit of the owners of the security.

Banker's acceptance. A high quality, short term money market instrument used to finance international trade. There has never been an instance of a failure to pay a banker's acceptance in full at its maturity date.

Benchmark. A segment of the securities market with characteristics similar to the subject portfolio. It is used to compare portfolio performance to the performance of the appropriate segment of the market.

Callable Security. Callable securities are those which contain an option allowing the issuer to retire the security prior to its final maturity date. If the level of interest rates falls sufficiently, the issuer of the bond will exercise the option and call the bond away from the investor. The issuer can save money by issuing new bonds at lower rates. Types of callable bonds can range from "one-time" to "quarterly" to "continuous" calls.

CAMP (California Asset Management Program). A pooled investment vehicle and Joint Powers Authority for local agencies in California which manages the California Asset Management Trust.

Commercial paper. Short term, negotiable unsecured promissory notes of corporations.

Delivery vs. payment. A securities industry procedure in which payment for a security is not released until the security is delivered to the customer's bank custodial account.

Inverse floaters. A security with an interest rate which changes periodically in the opposite direction to the change in the general level of interest rates.

Investment Official. An individual who is authorized to make investment decisions and execute investments of funds on behalf of USD.

Leverage. An investment practice in which the investor borrows money in order to increase the amount invested.

Local Agency Investment Fund (LAIF). A pooled investment vehicle for local agencies in California sponsored by the State of California and administered by the State Treasurer.

Market cycle. A market cycle is defined as a period of time which includes a minimum of two consecutive quarters of falling interest rates followed by a minimum of two consecutive quarters of rising interest rates.

Money market mutual fund. A mutual fund which invests in short term money market instruments only, and which has as an investment objective.

Nationally Recognized Statistical Rating Organization (NRSRO). A credit rating agency which issues credit ratings that the US Securities and Exchange Commission (SEC) permits other financial firms to use for certain regulatory purposes. Commonly used NRSROs are Moody's Investor Service, Standard & Poor's, and Fitch Ratings.

Negotiable certificate of deposit. A large denomination certificate of deposit which can be sold in the open market prior to maturity.

Range notes. Fixed income securities which pay interest only under certain conditions which are defined in the bond's indenture.

Repurchase agreement. An investment transaction wherein an investor agrees to purchase securities at an agreed upon price, and simultaneously agrees to sell the securities back to the counterparty on an agreed upon future date at an agreed upon price.

Time certificate of deposit. A non-negotiable certificate of deposit which cannot be sold prior to maturity.

Total rate of return. Annual return on an investment including appreciation and dividends or interest. For bonds held to maturity, total return is yield to maturity.

Weighted Average Maturity. The weighted average of the remaining terms of the underlying securities, using the current balance of each security as the weighting factor.

Appendix A – Credit Ratings for Corporate Notes

Equivalent Credit Ratings				
Credit Risk	**Moody's***	**Standard & Poor's***	**Fitch IBCA****	**Duff & Phelps****
INVESTMENT GRADE				
Highest quality	Aaa	AAA	AAA	AAA
High quality (very strong)	Aa	AA	AA	AA
Upper medium grade (strong)	A	A	A	A
Medium grade	Baa	BBB	BBB	BBB
NOT INVESTMENT GRADE				
Lower medium grade (somewhat speculative)	Ba	BB	BB	BB
Low grade (speculative)	B	B	B	B
Poor quality (may default)	Caa	CCC	CCC	CCC
Most speculative	Ca	CC	CC	CC
No interest being paid or bankruptcy petition filed	C	C	C	C
In default	C	D	D	D

Source: The Bond Market Association

* The ratings from Aa to Ca by Moody's may be modified by the addition of a 1, 2 or 3 to show relative standing within the category.

**The ratings from AA to CC by Standard & Poor's, Fitch IBCA and Duff & Phelps may be modified by the addition of a plus or minus sign to show relative standing within the category.

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Check No.	Date	Invoice No.	Vendor	Description	Invoice Amt	Check Amt
163431	1/19/2017	20161114.2	SWRCB - STATE WATER RESOURCES	SRF LOAN #C065085110 - NEWARK PS	$685,404.62	$685,404.62
163461	1/26/2017	3030	EAST BAY DISCHARGERS AUTHORITY	O&M ASSESSMENT, JAN-MAR 2017	$311,095.50	$311,095.50
163468	1/26/2017	800394.29	GSE CONSTRUCTION CO INC	THICKENER CONTROL BLDG IMPROV PHASE II	$262,313.05	$262,313.05
163396	1/19/2017	6050	CAL SAN RISK MNGT AUTH	POOLED LIABILITY INSURANCE - 12/2016 TO 12/2017	$156,791.83	$156,791.83
163535	2/2/2017	7284	DW NICHOLSON CORP	PLANT FACILITIES IMPROVEMENTS	$104,610.20	$104,610.20
163495	1/26/2017	30104313	SYNAGRO WEST LLC	DECEMBER 2016 BIOSOLIDS DISPOSAL	$68,686.76	$68,686.76
163479	1/26/2017	800444.8	MOUNTAIN CASCADE INC	FREMONT & PASEO PADRE LS IMPROVEMENTS	$54,965.05	$54,965.05
163453	1/26/2017	201502310	COVELLO GROUP INC	FREMONT & PASEO PADRE LS IMPROVEMENTS	$21,202.00	$49,679.77
	1/26/2017	201303532		THICKENER CONROL BUILDING IMPROVEMENTS PHASE II	$28,477.77	
163421	1/19/2017	140120170106	PACIFIC GAS AND ELECTRIC	SERV TO 01/03/17 IRVINGTON PS	$27.46	$48,295.81
	1/19/2017	170120170106		SERV TO 12/19/16 PLANT	$45,725.97	
	1/19/2017	013720170105		SERV TO 01/04/17 BOYCE RD PS	$2,542.38	
163536	2/2/2017	36149	DW NICHOLSON CORP	COGENERATION PROJECT	$31,000.00	$31,000.00
163504	1/26/2017	2031172	WEST YOST ASSOCIATES	SLUDGE DEGRITTER SYSTEM	$4,883.25	$28,124.80
	1/26/2017	2031171		FORCE MAIN CORROSION REPAIRS - WEST	$12,806.80	
	1/26/2017	2031170		STANDARD SPECIFICATIONS & INFO BULLETIN	$1,897.50	
	1/26/2017	2031233		HYPO TANKS & PIPING REPLACEMENT	$8,537.25	
163434	1/19/2017	533620161222	US BANK CORP PAYMENT SYSTEM	MONTHLY CAL-CARD STMT - DEC 2016	$27,222.87	$27,222.87

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163526	2/2/2017	2202	CDW GOVERNMENT LLC	ADDITIONAL SAN STORAGE	$24,867.65	$24,867.65
163403	1/19/2017	10133083989	DELL MARKETING LP C/O DELL USA	10 FY17 Q2 DESKTOPS	$20,917.73	$20,917.73
163418	1/19/2017	27042	MARK THOMAS & CO, INC	TEMP CONSTRUCTION INSPECTOR - 10/31 - 12/02/16	$20,194.24	$20,194.24
163398	1/19/2017	7052	CDW GOVERNMENT LLC	ADDITIONAL SAN STORAGE	$1,595.00	$20,059.00
	1/19/2017	GHM1460		16 VMWARE FORCED UPGRADE TO ENT PLUS	$18,464.00	
163405	1/19/2017	902918579	EVOQUA WATER TECHNOLOGIES	4,033 GAL HYDROGEN PEROXIDE	$18,809.91	$18,809.91
163558	2/2/2017	224720170121	PACIFIC GAS AND ELECTRIC	SERV TO 01/20/17 CS TRAINING TRAILER	$146.19	$18,236.04
	2/2/2017	761520170124		SERV TO 1/23/17 NEWARK PS	$18,089.85	
163457	1/26/2017	10138297700	DELL MARKETING LP C/O DELL USA	3 VMWARE HOSTS R&R	$17,444.96	$17,444.96
163456	1/26/2017	94218	DEGENKOLB ENGINEERS	SEISMIC STUDY	$16,226.25	$16,226.25
163469	1/26/2017	800394.29E	GSE CONSTRUCTION CO INC	THICKENER CONTROL BLDG IMPROV PHASE II - ESCROW PYMT	$13,805.95	$13,805.95
163459	1/26/2017	7160	DW NICHOLSON CORP	MCC & PLC REPLACEMENT - PHASE 3	$12,676.49	$12,676.49
163525	2/2/2017	154433	CAROLLO ENGINEERS	NEWARK PS MOD VALVE & BOOST LINE MODS	$5,282.25	$11,638.60
	2/2/2017	154423		FREMONT & PASEO PADRE LS IMPROVEMENTS	$6,356.35	
163407	1/19/2017	184	FORMULA DESIGN	PUBLIC WEBSITE MAINTENANCE	$10,200.00	$10,200.00
163533	2/2/2017	10137146244	DELL MARKETING LP C/O DELL USA	4 FY16 Q2 LAPTOPS	$9,834.53	$9,834.53
163512	2/2/2017	4071036120170119	ALAMEDA COUNTY WATER DISTRICT	SERV TO: 01/19/17-BENSON ROAD	$9,068.31	$9,365.54
	2/2/2017	4071037120170119		SERV TO: 01/19/17-BENSON ROAD	$231.69	
	2/2/2017	4071038120170119		SERV TO: 01/19/17-BENSON ROAD	$65.54	

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163442	1/26/2017	5154669	ALL INDUSTRIAL ELECTRIC SUPPLY	MILWAUKEE SHOP TOOLS	$8,917.98	$8,987.48
	1/26/2017	5154444		FREIGHT - IMPACTS AND DRILLS FOR STAFF	$69.50	
163505	1/26/2017	3701419	WESTERN ENERGY SYSTEMS	3 SPARK PLUG SETS 4PCS P7N1	$8,676.53	$8,676.53
163514	2/2/2017	5152602	ALL INDUSTRIAL ELECTRIC SUPPLY	ASTD PARTS & MATERIALS	$306.02	$8,483.42
	2/2/2017	5152587		IMPACTS & DRILLS FOR STAFF	$8,177.40	
163395	1/19/2017	209222	BURKE, WILLIAMS & SORENSON LLP	GENERAL LEGAL/CIP - NOVEMBER 2016	$1,859.00	$8,236.80
	1/19/2017	209220		RECORDS RETENTION POLICY - NOVEMBER 2016	$657.80	
	1/19/2017	209221		GENERAL LEGAL - NOVEMBER 2016	$5,720.00	
163529	2/2/2017	303463	COMTEL SYSTEMS TECHNOLOGY	GATE ACCESS CONTROL AT REMOTE SITES	$8,145.94	$8,145.94
163520	2/2/2017	11640920	BLAISDELL'S	38 CONFERENCE ROOM CHAIRS FOR MISSION, PLANT, AND ALVA	$7,520.20	$7,727.45
	2/2/2017	11691140		ASTD OFFICE SUPPLIES	$74.02	
	2/2/2017	11672640		ASTD OFFICE SUPPLIES	$20.74	
	2/2/2017	11690240		ASTD OFFICE SUPPLIES	$19.29	
	2/2/2017	11681750		ASTD OFFICE SUPPLIES	$9.07	
	2/2/2017	11694960		ASTD OFFICE SUPPLIES	$45.73	
	2/2/2017	11694450		ASTD OFFICE SUPPLIES	$38.40	
163444	1/26/2017	13961	AMS CONSULTING	PLANT PAVEMENT CONDITION ASSESSMENT	$7,222.50	$7,222.50

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163499	1/26/2017	792908	UNIVAR USA INC	5,009 GALS SODIUM HYPOCHLORITE	$2,207.20	$6,529.06
	1/26/2017	792456		4,798 GALS SODIUM HYPOCHLORITE	$2,114.22	
	1/26/2017	793041		5,010 GALS SODIUM HYPOCHLORITE	$2,207.64	
163573	2/2/2017	793611	UNIVAR USA INC	5,008 GALS SODIUM HYPOCHLORITE	$2,206.75	$6,463.39
	2/2/2017	794277		4,652 GALS SODIUM HYPOCHLORITE	$2,049.89	
	2/2/2017	793579		5,008 GALS SODIUM HYPOCHLORITE	$2,206.75	
163494	1/26/2017	20161231	STATE BOARD OF EQUALIZATION	SALES & USE TAX 10/16-12/16	$6,120.00	$6,120.00
163498	1/26/2017	3429	CITY OF UNION CITY	2017 HAZ MAT FEES, PERMIT FEES	$5,296.00	$6,070.00
	1/26/2017	80226		ANNUAL FIRE OPERATIONAL PERMIT	$774.00	
163415	1/19/2017	21483	IEDA INC	LABOR RELATIONS CONSULTING 01/01/17 - 03/31/17	$5,850.00	$5,850.00
163440	1/26/2017	161204333	AIRTECH MECHANICAL INC	HVAC MAINTENANCE - DEC 2016	$1,008.75	$5,669.00
	1/26/2017	161204332		HVAC CONTRACT - BUILDINGS 70, 82 & 83	$1,646.25	
	1/26/2017	161204335		HVAC CONTRACT - FMC BUILDINGS AND BOYCE	$210.00	
	1/26/2017	161204334		HVAC CONTRACT - FMC BUILDINGS AND BOYCE	$651.10	
	1/26/2017	170101002		HVAC CONTRACT - BUILDINGS 70, 82 & 83	$2,152.90	
163563	2/2/2017	47464580	ROBERT HALF INTERNATIONAL INC	TEMP LABOR-BRIONES, R., WKEND 12/30/16	$1,851.07	$5,009.19
	2/2/2017	47495091		TEMP LABOR-BRIONES, R., WKEND 01/06/17	$3,158.12	

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163577	2/2/2017	7604	WARMINGTON TALAMORE ASSOC LLC	REFUND # 19606	$1,475.00	$4,975.00
	2/2/2017	8148		REFUND # 19593	$2,500.00	
	2/2/2017	8156		REFUND # 19594	$1,000.00	
163388	1/19/2017	4017274120170105	ALAMEDA COUNTY WATER DISTRICT	SERV TO: 01/04/17 - FREMONT BLVD	$4,282.02	$4,402.34
	1/19/2017	4017275220170105		SERV TO: 01/04/17 - FREMONT BLVD	$120.32	
163432	1/19/2017	791647	UNIVAR USA INC	4,804 GALS SODIUM HYPOCHLORITE	$2,121.69	$4,242.49
	1/19/2017	791724		4,802 GALS SODIUM HYPOCHLORITE	$2,120.80	
163522	2/2/2017	693173	BRENNTAG PACIFIC, INC.	2564 LBS SODIUM HYDROXIDE	$1,332.54	$3,997.61
	2/2/2017	693174		5128 LBS SODIUM HYDROXIDE	$2,665.07	
163485	1/26/2017	1102388	POLYDYNE INC	41,960 LBS CLARIFLOC WE-539	$3,969.42	$3,969.42
163524	2/2/2017	30271	CALIFORNIA WATER TECHNOLOGIES	44,160 LBS FERROUS CHLORIDE	$3,928.58	$3,928.58
163397	1/19/2017	30209	CALIFORNIA WATER TECHNOLOGIES	44,460 LBS FERROUS CHLORIDE	$3,882.70	$3,882.70
163425	1/19/2017	47375358	ROBERT HALF INTERNATIONAL INC	TEMP LABOR-BRIONES, R., WKEND 12/16/16	$3,820.31	$3,820.31
163449	1/26/2017	30247	CALIFORNIA WATER TECHNOLOGIES	44,100 LBS FERROUS CHLORIDE	$3,819.39	$3,819.39
163423	1/19/2017	161228	PROSAFE	32 HRS INSPECTIONS & 4 HRS SPCC INSPECTIONS	$3,600.00	$3,600.00
163502	1/26/2017	6601	VON EUW TRUCKING	13 HRS DUMP FEES, 47.58 TONS 3/4 CLASS II & 3 TRANSFER FEES	$3,334.94	$3,334.94
163438	1/26/2017	8545	SULIMAN AHMADI	REFUND # 19587	$3,300.00	$3,300.00
163581	2/3/2017	8761	DELONG ZHAO	REFUND # 19610	$3,300.00	$3,300.00
163521	2/2/2017	16307	BLUE SKY ENVIRONMENTAL INC.	COGEN ENGINE EMISSIONS TESTING	$3,290.00	$3,290.00

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163490	1/26/2017	47421408	ROBERT HALF INTERNATIONAL INC	TEMP LABOR-BRIONES, R., WKEND 12/23/16	$3,260.00	$3,260.00
163448	1/26/2017	1607	BURKS TOMA ARCHITECTS INC	REDESIGN OF ADMIN BLDG 2ND FLOOR LAYOUT	$3,240.00	$3,240.00
163488	1/26/2017	875	PROACTIVE SAFETY & TRNG MGMT	HAZARDOUS MATERIALS/WASTE MGMT/SPCC TRAINING CLASSES	$3,180.00	$3,180.00
163517	2/2/2017	9116549	AT&T	SERV: 12/10/16 - 01/09/17	$3,105.79	$3,105.79
163417	1/19/2017	20170112	MARCUS LEE	COMPUTER NOTE	$3,000.00	$3,000.00
163410	1/19/2017	221421	GERLINGER STEEL & SUPPLY CO	ASTD IRON WORKER ACCESSORIES	$2,701.63	$2,701.63
163568	2/2/2017	1763232005	SAN LEANDRO ELECTRIC SUPPLY	ASTD PARTS & MATERIALS	$258.40	$2,632.27
	2/2/2017	1763232002		ASTD PARTS & MATERIALS	$94.61	
	2/2/2017	1763232004		ASTD PARTS & MATERIALS	$129.50	
	2/2/2017	1763232001		ASTD PARTS & MATERIALS	$1,901.70	
	2/2/2017	1763232003		ASTD PARTS & MATERIALS	$248.06	
163552	2/2/2017	11166158	MCMASTER SUPPLY INC	ASTD PARTS & MATERIALS	$1,056.97	$2,500.11
	2/2/2017	10908741		1 PK GROMMETS	$15.96	
	2/2/2017	97182632		4 MOISTURE SEPERATOR WITH OIL REMOVAL FILTER	$910.02	
	2/2/2017	10526808		1 HIGH-EFFICIENCY PUMP FOR WATER/COOLANTS	$1,129.14	
	2/2/2017	97283702		4 MULTI-PURPOSE GAUGE STEEL CASE	$70.03	
	2/2/2017	10876496		8 ADA-COMPLIANT RESTROOM SIGNS	$228.01	
	2/2/2017	98781563		CREDIT FOR 4 MOSITURE SEPARATORS W/OIL-REMOVAL FILTER	$-910.02	
163452	1/26/2017	8696	CLASSICS 36120 RUSCHIN, L.P.	REFUND # 19582	$2,500.00	$2,500.00

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163501	1/26/2017	131518	VAVRINEK, TRINE, DAY & CO LLP	SERVICES RELATED TO GASB 68 & 71	$2,500.00	$2,500.00
163549	2/2/2017	8395	D R HORTON	REFUND # 19604	$2,500.00	$2,500.00
163390	1/19/2017	4655925545	ALTAMONT LANDFILL & RESOURCE	SOIL DISPOSAL FEES FOR STEVENSON	$2,460.89	$2,460.89
163575	2/2/2017	6537	VON EUW TRUCKING	24 HRS DUMP FEES	$2,448.00	$2,448.00
163475	1/26/2017	1432972	LIEBERT CASSIDY WHITMORE	NOR-CAL EMP REL CONSORT MEMBERSHIP 2017	$2,390.00	$2,390.00
163473	1/26/2017	117327	KIER & WRIGHT CIVIL ENGINEERS	RECORD BOUNDARY PLOT & ROW STAKING	$2,340.82	$2,340.82
163484	1/26/2017	XCTZ01R	PACHECO BROTHERS GARDENING INC	WEED ABATEMENT WORK JANUARY 2017	$915.00	$2,280.00
	1/26/2017	XCTZ01Q		LANDSCAPE MAINTENANCE SERVICES JANUARY 2017	$1,365.00	
163394	1/19/2017	90925	BRUCE BARTON PUMP SERVICE INC	2 SUMP PUMPS	$2,234.11	$2,234.11
163565	2/2/2017	7653645801	RS HUGHES CO INC	12 CLASS 3 YELLOW JACKET WITH HOOD	$624.48	$1,909.46
	2/2/2017	7653645800		ASTD PPE & SAFETY SUPPLIES	$1,232.42	
	2/2/2017	7653645802		1 BX PUSH-INS UNCORDED EAR PLUGS	$52.56	
163472	1/26/2017	NHD7396	IRON MOUNTAIN	OFF-SITE STORAGE AND SERVICE - DEC 2016	$1,280.45	$1,850.84
	1/26/2017	NGX2314		OFF-SITE STORAGE AND SERVICE - DEC 2016	$324.64	
	1/26/2017	201198027		DATA/MEDIA OFF-SITE STORAGE - DEC 2016	$245.75	

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163419	1/19/2017	94798742	MCMASTER SUPPLY INC	2 LOW-PROFILE WASHDOWN LIMIT SWITCH ROLLER LEVERS	$281.93	$1,803.71
	1/19/2017	94828273		4 ANTI-VIBRATION LONG-LIFE BAND SAW BLADES	$78.89	
	1/19/2017	97314006		ASTD PARTS & MATERIALS	$116.38	
	1/19/2017	97379218		1 HIGH-EFFICIENCY PUMP	$1,129.14	
	1/19/2017	97366243		1 RECHARGEABLE BATTERY PACK	$52.09	
	1/19/2017	94373728		1 SPACE-SAVE STACKED AIR FILTER/REGULATOR	$88.36	
	1/19/2017	94955262		ASTD PARTS & MATERIALS	$56.92	
163491	1/26/2017	20170125	THERESA RODRIGUEZ	TUITION REIMB - WINTER SESSION 2017	$1,747.55	$1,747.55
163553	2/2/2017	3011	M-I-C INC	2 REBUILD KITS FOR PRESSURE VACUUM VALVE	$1,722.87	$1,722.87
163400	1/19/2017	272672	CURTIS & TOMPKINS, LTD	92 LAB SAMPLE ANALYSIS	$1,630.00	$1,630.00
163544	2/2/2017	9316534388	GRAINGER INC	1 EA WELDER & STAND	$1,444.57	$1,579.49
	2/2/2017	9316383620		1 EA PROXIMITY SENSOR & MOUNT	$134.92	
163537	2/2/2017	5265	ENERGY CHOICE INC	1 SEAL KIT FOR COGEN RECIRC PUMP FOR ENGINE COOLANT	$1,495.70	$1,495.70
163510	2/2/2017	170101001	AIRTECH MECHANICAL INC	HVAC CONTRACT - BUILDINGS 70, 82 & 83	$745.00	$1,490.00
	2/2/2017	170101006		HVAC CONTRACT - FMC BUILDINGS AND BOYCE	$745.00	

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163576	2/2/2017	8047264811	VWR INTERNATIONAL LLC	4 PKS TUBE HYDROGEN SULFIDE DETECTOR	$326.75	$1,484.89
	2/2/2017	8047268011		ASTD LAB SUPPLIES	$511.72	
	2/2/2017	8047269673		2 ANTIFOAM B SILICONE EMUL 500ML	$362.59	
	2/2/2017	8047272557		1 DIPHENYLCARBAZONE-BROMO/BL 4OZ	$27.00	
	2/2/2017	8047260799		1 PK MICROFIBRE GLS GF 12.5CM	$256.83	
163411	1/19/2017	9300219756	GRAINGER INC	8 POCKET KNIVES	$79.12	$1,329.91
	1/19/2017	9300219731		7 BOXES DISPOSABLE GLOVES	$45.89	
	1/19/2017	9300219749		ASTD PARTS & MATERIALS	$830.63	
	1/19/2017	9304104640		1 MOTOR	$92.78	
	1/19/2017	930611457		2 ROPE, PPL, TWISTED	$13.20	
	1/19/2017	9305932510		1 MOTOR	$268.29	
163542	2/2/2017	20170130	SAMI GHOSSAIN	EXP REIMB: CASA WINTER CONF - AIRFARE/LODGING/TIPS/PER D	$1,246.55	$1,246.55
163556	2/2/2017	24998170	MOTION INDUSTRIES INC	ASTD NUTS & BOLTS	$246.40	$1,242.00
	2/2/2017	24998759		10 MINI LUBERS	$665.26	
	2/2/2017	24998068		ASTD NUTS & BOLTS	$330.34	
163401	1/19/2017	20161215	CWEA-NRTC	8 CERT & 3 MEMBERSHIP RENEWALS - COLL SERV 10 EMPLOYEE:	$1,230.00	$1,230.00

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163545	2/2/2017	5185039	GROENIGER AND COMPANY	5 1 WROT CXM ADPT	$42.30	$1,195.74
	2/2/2017	1244188		ASTD PARTS & MATERIALS	$551.37	
	2/2/2017	5185051		ASTD TOOLS	$161.42	
	2/2/2017	1244099		1 4" ZURN TRENCH DRAIN W/PLASTIC GRATES	$228.38	
	2/2/2017	1244265		ASTD PARTS & MATERIALS	$473.06	
	2/2/2017	104301		CREDIT FOR 1 4X7' FLGXPE CL BT DI SP	$-274.38	
	2/2/2017	1244268		ASTD PARTS & MATERIALS	$13.59	
163420	1/19/2017	24998043	MOTION INDUSTRIES INC	8 ASTD POWER & V-BELTS	$366.66	$1,127.67
	1/19/2017	24997466		12 BATTERY PACKS	$650.82	
	1/19/2017	24998093		2 HYD FILTERS	$110.19	
163515	2/2/2017	20161126	AMAZON.COM LLC	12/16 - ASTD OFFICE SUPPLIES	$1,109.65	$1,109.65
163559	2/2/2017	103640	PIIAN SYSTEMS LLC	ASTD PARTS & MATERIALS	$1,034.34	$1,034.34
163399	1/19/2017	20161228	COMMUNICATION & CONTROL INC	UTILITY FEE/ANTENNA RENTAL	$975.20	$975.20
163508	2/2/2017	66604	3T EQUIPMENT COMPANY INC	3 TIGER TAILS & 1 PIPEPATCH KIT - WINTER	$969.68	$969.68
163416	1/19/2017	1042527	INDUSTRIAL SAFETY SUPPLY	ASTD CAL GAS FOR ELECTRICIANS	$941.70	$941.70
163435	1/19/2017	36622	VALLEY OIL COMPANY	110 GALS 5W20 SYNTHETIC BLEND MOTOR OIL	$927.17	$927.17
163503	1/26/2017	37897	WECO INDUSTRIES LLC	2 REPAIR KITS TV CABLE END SINGLE	$909.42	$909.42
163523	2/2/2017	7205	BURLINGAME ENGINEERS INC	ASTD MILTON ROY PUMP REBUILD PARTS	$887.81	$887.81

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163477	1/26/2017	95038283	MCMASTER SUPPLY INC	4 RUBBER WHEEL CHOCKS	$42.60	$863.52
	1/26/2017	10022007		4 SHATTER-RESISTANT PLASTIC DOMED SIGHTS	$111.37	
	1/26/2017	98938410		2 LONG-LIFE RECHARGE NO MAINT LARGE-CELL BATTERIES	$102.74	
	1/26/2017	98487412		ASTD PARTS & MATERIALS	$452.02	
	1/26/2017	99933766		2 ELECTRICAL INSULATING GREASE	$46.84	
	1/26/2017	94981790		ASTD PARTS & MATERIALS	$107.95	
163429	1/19/2017	12312016	STATE BOARD OF EQUALIZATION	STORAGE TANK MAINT FEE 2016	$738.98	$738.98
163458	1/26/2017	20170125.1	MICHAEL DUNNING	EXP REIMB: SAFETY STRATEGY RECOGNITION	$516.45	$720.28
	1/26/2017	20170125		EXP REIMB: TEAM RECOGNITION BREAKFAST	$203.83	
163564	2/2/2017	1310907	ROCHESTER MIDLAND CORPORATION	HOT WATER LOOP SERVICE	$687.46	$687.46
163464	1/26/2017	9928	FREMONT EXPRESS COURIER SVC	COURIER SERVICES: DEC 2016 DAILY MAIL/1 BOARDMEMBER DEL	$665.00	$665.00
163409	1/19/2017	1083856252	G&K SERVICES CO	UNIFORM LAUNDERING SERVICE	$234.24	$644.39
	1/19/2017	1083856251		UNIFORM LAUNDERING & RUGS	$394.45	
	1/19/2017	1083856253		ASTD DUST MOPS, WET MOPS & TERRY TOWELS	$15.70	
163451	1/26/2017	39064	CLAREMONT BEHAVIORAL SERVICES	FEB 2017 EAP PREMIUM	$639.40	$639.40
163439	1/26/2017	9941927080	AIRGAS NCN	CYLINDER RENTAL	$619.08	$619.08
163513	2/2/2017	4105755820170118	ALAMEDA COUNTY WATER DISTRICT	SERV TO: 01/17/17-MTR HYD 15210655	$591.17	$591.17

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163465	1/26/2017	1083858192	G&K SERVICES CO	UNIFORM LAUNDERING SERVICE	$345.71	$589.04
	1/26/2017	1083858193		ASTD DUST MOPS, WET MOPS & TERRY TOWELS	$15.70	
	1/26/2017	1083858191		UNIFORM LAUNDERING & RUGS	$227.63	
163478	1/26/2017	170155	METROMOBILE COMMUNICATIONS INC	ANNUAL RADIO SERVICE - JAN 2017	$582.75	$582.75
163413	1/19/2017	1750616	HANSON AGGREGATES INC	7.61 TONS 1/2 MED TYPE A AC-R	$574.85	$574.85
163483	1/26/2017	20170117.3	SHAWN NESGIS	EXP REIMB: SAFETY RECOG GIFT CARDS	$75.00	$559.39
	1/26/2017	20170124		EXP REIMB: LODGING & MEALS FOR MSA MTGS IN SANTA MARIA	$168.93	
	1/26/2017	20170117.2		EXP REIMB: CS SAFETY RECOG LUNCH (90 DAYS)	$290.46	
	1/26/2017	20170117.1		EXP REIMB: SUPPORT TEAM SAFETY RECOG GIFT CARD	$25.00	
163541	2/2/2017	1083860151	G&K SERVICES CO	UNIFORM LAUNDERING & RUGS	$291.11	$553.00
	2/2/2017	1083860152		UNIFORM LAUNDERING SERVICE	$234.24	
	2/2/2017	93989158		CREDIT FOR 1 ANSI CLASS 3 WATERPROOF PARKA FOR EVALUAT	$-87.98	
	2/2/2017	1083860153		ASTD DUST MOPS, WET MOPS & TERRY TOWELS	$15.70	
	2/2/2017	93982170		1 ANSI CLASS 3 WATERPROOF PARKA FOR EVALUATION	$99.93	
163528	2/2/2017	227771	CLARK'S HOME AND GARDEN INC	10 PG&E FILL SAND	$548.75	$548.75
163406	1/19/2017	123813	FITGUARD, INC.	PREVENTATIVE MAINTENANCE - EXERCISE CLUB EQUIPMENT	$547.30	$547.30
163555	2/2/2017	1213830	MOBILE MODULAR MANAGEMENT CORP	FMC TRAILER RENTAL - DEC 2016	$541.07	$541.07
163389	1/19/2017	5154112	ALL INDUSTRIAL ELECTRIC SUPPLY	3 HOFFMAN CLAMP BLOCK KITS	$264.74	$523.24
	1/19/2017	5154177		5 MCC DOOR HARDWAR KITS	$258.50	

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163455	1/26/2017	20170120	CWEA-NRTC	CWEA P3S 2017 REG: DATTAWALKER	$520.00	$520.00
163422	1/19/2017	8648	PARS POWER INC	REFUND # 19559	$500.00	$500.00
163430	1/19/2017	8793	STREAMLINE PLUMBING & DRAIN	REFUND # 19563	$500.00	$500.00
163460	1/26/2017	8789	E Z PLUMBING	REFUND # 19591	$500.00	$500.00
163492	1/26/2017	8799	ROOTER HERO	REFUND # 19592	$500.00	$500.00
163561	2/2/2017	8813	RESCUE RESPONSE GROUP INC	REFUND # 19612	$500.00	$500.00
163569	2/2/2017	8499	SANACT INC DBA ROTO-ROOTER	REFUND # 19611	$500.00	$500.00
163570	2/2/2017	8808	STAR ROOTER AND PLUMBING	REFUND # 19608	$500.00	$500.00
163578	2/2/2017	8804	WRIGHT BROTHERS BUILDERS INC	REFUND # 19605	$500.00	$500.00
163579	2/2/2017	8537	YUEQIAM WU	REFUND # 19609	$500.00	$500.00
163506	1/26/2017	13481	WESTERN MACHINE & FAB INC	ADAPTER NUT MFG PER INSTRUCTION	$495.00	$495.00
163402	1/19/2017	20161225.25	DALE HARDWARE INC	12/16 - ASTD PARTS & MATERIALS	$486.91	$486.91
163497	1/26/2017	8655647000	TELEPACIFIC COMMUNICATIONS	WIRELESS INTERNET BACKUP - JANUARY	$485.35	$485.35
163551	2/2/2017	20170131.2	SCOTT MARTIN	PER DIEM ADVANCE: AIRBORNE/STRUCTURE BORNE ULTRASOUI	$75.00	$453.80
	2/2/2017	20170131.1		PER DIEM ADVANCE: AIRBORNE/STRUCTURE BORNE ULTRASOUI	$240.00	
	2/2/2017	20170131		REIMB EXPS: FMC RECOGNITION BREAKFAST	$138.80	
163474	1/26/2017	11137037	KRONOS INC	PROFESSIONAL SERVICES TO MODIFY TIMEKEEPING SOFTWARE	$450.00	$450.00
163518	2/2/2017	218366001	AUTO BODY TOOLMART	ASTD PARTS & MATERIALS	$438.80	$438.80
163450	1/26/2017	57881	CITYLEAF INC	PLANT MAINTENANCE - JAN 2017	$431.86	$431.86

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163546	2/2/2017	3K4263	HARRINGTON INDUSTRIAL PLASTICS	ASTD PARTS & MATERIALS	$7.02	$426.33
	2/2/2017	3K4315		ASTD PARTS & MATERIALS	$419.31	
163566	2/2/2017	2934007001	S & S SUPPLIES & SOLUTIONS	200 BRIEF RELIEF POUCH POCKET SIZE	$423.64	$423.64
163446	1/26/2017	20170123	PAMELA ARENDS-KING	TRAVEL REIMB: CDIAC & CMTA ANNUAL INVESTMENT WORKSHOF	$381.91	$381.91
163392	1/19/2017	14320923	APPLEONE EMPLOYMENT SVCS	TEMP LABOR-YOLLAND, L., WK END 12/17/16	$359.55	$359.55
163519	2/2/2017	19806700	BECK'S SHOES	SAFETY SHOES: A. DEJESUS	$186.14	$353.66
	2/2/2017	19784500		SAFETY SHOES: J. ARROYO	$167.52	
163482	1/26/2017	01139	NCCIPMA	LIFETIME MEMBERSHIP - KATHLEEN KING	$350.00	$350.00
163443	1/26/2017	7011037	ALPHA ANALYTICAL LABORATORIES	21 LAB SAMPLE ANALYSIS	$345.00	$345.00
163463	1/26/2017	902929744	EVOQUA WATER TECHNOLOGIES	DI WATER SYSTEM	$345.00	$345.00
163481	1/26/2017	20170123	NINA NARVAEZ	TUITION REIMB - FALL QUARTER 2016	$334.95	$334.95
163538	2/2/2017	1000449012	ENVIRONMENTAL EXPRESS	LAB SUPPLIES	$317.34	$317.34
163562	2/2/2017	20170130	LOUIS RIVERA III	PER DIEM ADVANCE: AIRBORNE/STRUCTURE BORNE ULTRASOUI	$240.00	$315.00
	2/2/2017	20170130.1		PER DIEM ADVANCE: AIRBORNE/STRUCTURE BORNE ULTRASOUI	$75.00	
163571	2/2/2017	20170130.1	EDWARD TATOLA	PER DIEM ADVANCE: AIRBORNE/STRUCTURE BORNE ULTRASOUI	$75.00	$315.00
	2/2/2017	20170130		PER DIEM ADVANCE: AIRBORNE/STRUCTURE BORNE ULTRASOUI	$240.00	
163531	2/2/2017	273021	CURTIS & TOMPKINS, LTD	25 LAB SAMPLE ANALYSIS	$305.00	$305.00
163540	2/2/2017	20170127	ROSLYN FULLER	TRAVEL REIMB: LODGING/MILEAGE/TIPS	$294.28	$294.28
163550	2/2/2017	166031	INTERNATIONAL PAINT LLC	ASTD PAINT SUPPLIES	$293.40	$293.40

UNION SANITARY DISTRICT
CHECK REGISTER
01/14/2017-02/03/2017

Check No.	Date	Invoice No.	Vendor	Description	Invoice Amt	Check Amt
163486	1/26/2017	128118	PREFERRED ALLIANCE INC	DECEMBER 2016 SERVICE FEE	$273.00	$273.00
163480	1/26/2017	115752	MUNICIPAL MAINT EQUIPMENT INC	ASTD NOZZLE PARTS	$270.50	$270.50
163427	1/19/2017	20170111	JOHN SEO	EXP REIMB: CWEA MEMBERSHIP/CERTIFICATION RENEWAL FEE	$265.00	$265.00
163548	2/2/2017	602375698	HILLYARD/SAN FRANCISCO	ASTD JANITORIAL SUPPLIES	$258.23	$258.23
163487	1/26/2017	247521	PRESTIGE LENS LAB	VDT GLASSES - TERRAZAS	$244.19	$244.19
163532	2/2/2017	20170131	CWEA-NRTC	SEMINAR REG: D. CHIU/K. CHUN/T. LAM	$240.00	$240.00
163516	2/2/2017	5155516	APPLEONE EMPLOYMENT SVCS	TEMP LABOR-YOLLAND, L., WK END 1/07/17	$239.70	$239.70
163507	1/26/2017	26947	WILEY PRICE & RADULOVICH LLP	LABOR & EMPLOYMENT LAW FEES	$236.00	$236.00
163428	1/19/2017	20170101	SPOK INC	JANUARY 2017 PAGER SERVICE	$228.33	$228.33
163496	1/26/2017	20155656	TELEDYNE ISCO INC	1 TEMPERATURE SENSOR WIRING ASSEMBLY	$210.10	$210.10
163424	1/19/2017	12911G	R & S ERECTION OF S ALAMEDA	FRONT GATE RANDOMLY OPEN BY ITSELF	$207.00	$207.00
163414	1/19/2017	3K4038	HARRINGTON INDUSTRIAL PLASTICS	ASTD PVC PARTS & MATERIALS	$206.96	$206.96
163462	1/26/2017	90085153533	ENTERPRISE GOV 43-1514861	RENTAL: D. LU, LAS VEGAS, NV	$206.36	$206.36
163527	2/2/2017	20170131	RAYMOND CHAU	EXP REIMB: CIP TEAM QTLY SAFETY INCENTIVE	$200.00	$200.00
163433	1/19/2017	9853526.0	UPS - UNITED PARCEL SERVICE	SHIPPING CHARGES W/E 12/24/16	$184.90	$184.90
163445	1/26/2017	14339635	APPLEONE EMPLOYMENT SVCS	TEMP LABOR-YOLLAND, L., WK END 12/31/16	$179.78	$179.78
163567	2/2/2017	85340220170123	SAN FRANCISCO WATER DEPT	SERVICE 12/21/16 TO 1/20/17	$172.28	$172.28
163509	2/2/2017	9059154764	AIRGAS NCN	ASTD PARTS & MATERIALS	$168.50	$168.50
163404	1/19/2017	8785	EAST BAY MUNI UTILITY DISTRICT	3 LAB SAMPLE ANALYSIS	$143.00	$143.00

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Check No.	Date	Invoice No.	Vendor	Description	Invoice Amt	Check Amt
163557	2/2/2017	8470326	OVIVO USA LLC	1 SUPPORT SKIMMER HINGED STEEL	$130.01	$130.01
163437	1/19/2017	8047160664	VWR INTERNATIONAL LLC	ASTD LAB SAMPLING SUPPLIES	$129.78	$129.78
163530	2/2/2017	20170127	MITCHELL COSTELLO	EXP REIMB: GROUP RECOGNITION - ALVARADO PS WET WELLS G	$126.09	$126.09
163470	1/26/2017	3K4079	HARRINGTON INDUSTRIAL PLASTICS	ASTD PARTS & MATERIALS	$124.24	$124.24
163572	2/2/2017	17011007	TELOG INSTRUMENTS INC	1 BATTERY PACK, ALKALINE, 6V, 80AH, ASSY	$122.79	$122.79
163467	1/26/2017	20170124	TIMOTHY GRILLO	EXP REIMB: SAFETY RECOGNITION GIFT CARDS	$120.00	$120.00
163511	2/2/2017	1427	ALAMEDA COUNTY TREASURER	39 ASSESSOR'S MAPS	$117.00	$117.00
163466	1/26/2017	9308229039	GRAINGER INC	4 VIBRATION ISOLATORS	$10.72	$105.65
	1/26/2017	9308499533		2 BATTERIES	$94.93	
163454	1/26/2017	272878	CURTIS & TOMPKINS, LTD	8 LAB SAMPLE ANALYSIS	$100.00	$100.00
163560	2/2/2017	85876	REMOTE SATELLITE SYSTEMS INT'L	IRIDIUM SVC FEE FEBRUARY 2017	$97.90	$97.90
163539	2/2/2017	116526092	FREMONT URGENT CARE CENTER	1 DOT PHYSICAL/1HEARING TEST	$90.00	$90.00
163426	1/19/2017	20170112	JAMES SCHOFIELD	EXP REIMB: 30 DAY SAFETY RECOGNITION	$86.85	$86.85
163476	1/26/2017	77838585	MATHESON TRI-GAS INC	MONTHLY CYLINDER RENTAL - DEC 2016	$85.32	$85.32
163489	1/26/2017	765446	PUBLIC SURPLUS AUCTION	SURPLUS SALE FEE: 1 ELECTRIC CART	$82.25	$82.25
163500	1/26/2017	36658	VALLEY OIL COMPANY	2 OIL ANALYST KITS	$63.66	$63.66
163408	1/19/2017	20170110	MAURICE FORTNER	EXP REIMB: RED WING SAFETY BOOT INSOLES	$61.81	$61.81
163554	2/2/2017	20170130	MICHAEL MINCHACA	EXP REIMB: INSOLES FOR NEW SAFETY SHOES OVER LIMIT	$61.81	$61.81
163412	1/19/2017	1239274	GROENIGER AND COMPANY	ASTD PARTS & MATERIALS	$61.60	$61.60

UNION SANITARY DISTRICT
CHECK REGISTER
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Check No.	Date	Invoice No.	Vendor	Description	Invoice Amt	Check Amt
163393	1/19/2017	11664860	BLAISDELL'S	ASTD OFFICE SUPPLIES	$46.23	$61.14
	1/19/2017	11671180		ASTD OFFICE SUPPLIES	$14.91	
163493	1/26/2017	7650309102	RS HUGHES CO INC	24 XL FLEXTUFF LATEX GRIP	$59.40	$59.40
163534	2/2/2017	615320170118	DISH NETWORK	FEB 2017 - SERVICE FEE	$55.90	$55.90
163447	1/26/2017	20160124	LAURIE BRENNER	EXP REIMB: CWEA ANNUAL BANQUET REGISTRATION	$55.00	$55.00
163391	1/19/2017	1753626	ANALYSTS, INC.	2 LAB SAMPLE ANALYSIS	$46.15	$46.15
163441	1/26/2017	4017420220170110	ALAMEDA COUNTY WATER DISTRICT	SERV TO: 01/04/17 - FREMONT BLVD	$44.91	$44.91
163543	2/2/2017	82479	GORILLA METALS	ASTD METAL, STEEL, STAINLESS & ALUMINUM	$42.68	$42.68
163547	2/2/2017	825854	HAYWARD WATER SYSTEM	WATER SERV 11/07/16 - 01/09/17	$32.95	$32.95
163471	1/26/2017	24417	HAYWARD PIPE AND SUPPLY	5 ASTD PIPE FITTINGS	$28.99	$28.99
163436	1/19/2017	9777844169	VERIZON WIRELESS	WIRELESS SERV 12/02/16-01/01/17	$26.62	$26.62
163574	2/2/2017	9853017.0	UPS - UNITED PARCEL SERVICE	SHIPPING CHARGES W/E 01/07/17	$23.40	$23.40

Invoices:

Credit Memos :	3	-1,272.38
$0 - $1,000 :	192	54,225.11
$1,000 - $10,000 :	78	258,671.66
$10,000 - $100,000 :	19	481,784.25
Over $100,000 :	5	1,520,215.20
Total:	297	2,313,623.84

Checks:

$0 - $1,000 :	104	36,599.16
$1,000 - $10,000 :	66	243,757.60
$10,000 - $100,000 :	19	513,051.88
Over $100,000 :	5	1,520,215.20
Total:	194	2,313,623.84

Directors
Manny Fernandez
Tom Handley
Pat Kite
Anjali Lathi
Jennifer Toy

Officers
Paul R. Eldredge
General Manager/
District Engineer

Karen W. Murphy
Attorney

DATE: February 6, 2017

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
Curtis Bosick, Associate Engineer

SUBJECT: Agenda Item No. 13 - Meeting of February 13, 2017
Information Item: **Solar and Cogeneration Facilities Operational Update**

Recommendation

Information only.

Alvarado Wastewater Treatment Plant Solar Carport

The District completed construction of the solar carport facility located at the Alvarado Wastewater Treatment Plant at a cost of $884,000 and began operation in September 2011. The system consists of 637 solar panels and is rated at 125 kilowatt (kW). The system rating is based on the California Energy Commission's calculation that takes into account the number of panels, the rating of each panel, and the inverter efficiency.

The District applied for the California Solar Initiative (CSI) incentive that would rebate $0.2568 per kilowatt-hour (kWh) of power generated by the system for a period of five years from September 2011 through August 2016. PG&E, the administrator of the CSI program, approved an estimated incentive amount of $252,850. In September 2016, the District received its final CSI incentive disbursement.

Through December 31, 2016, the Solar Carport facility has generated a total of 1,293,951 kWh of power, which equates to $221,130 in energy savings at the Plant. Additionally, the District has received $276,030 or approximately 109% of the estimated CSI incentive rebate from

PG&E. The total benefit of the Solar Carport is $497,160, which represents 56.2% of simple payback for the initial construction and maintenance costs of the facility.

Irvington Pump Station Solar Facility

The District completed construction of the solar facility located at the Irvington Pump Station at a cost of $2.85 million and began operation in April 2012. The system consists of 1,680 solar panels and is rated at 408 kW.

The District applied for the CSI incentive that would rebate $0.15 per kWh of power generated by the system for a period of five years from June 2012 through May 2017. PG&E approved an estimated incentive amount of $623,370.

Through January 3, 2017, the solar facility has generated a total of 4,336,846 kWh of power, which equates to $1,384,150 in energy savings at the Irvington Pump Station. Additionally, the District has received $616,054 or 99% of the estimated CSI incentive rebate from PG&E. The total benefit of the solar facility is $2,000,204, which represents 70.2% of simple payback for the initial construction and maintenance costs of the facility.

Cogeneration Facility

The District completed construction of the Cogeneration Facility located at the Alvarado Wastewater Treatment Plant at a construction cost of $11.8 million and the facility was fully operational in late November 2014. The facility consists of two 850-kW biogas-fueled engine generators and a packaged biogas conditioning system.

The District applied for the Self-Generation Incentive Program (SGIP) that provides financial incentives for the installation of new, qualifying self-generation equipment installed to meet all or a portion of the electric energy needs of a facility. PG&E, the administrator of the SGIP in Northern California, approved the District's application for a maximum rebate of $3.38 million. The District received half of the total rebate from PG&E in 2015 upon successful operational testing of the facility. The other half will be paid to the District annually over the next five years and will depend on the actual electric energy generated by the facility and the actual amount of engine and exhaust heat recovered and utilized to heat the biosolids in the primary digesters. In June 2016, the District received a check in the amount of $338,540.54 after one year of operation.

Through December 31, 2016, the facility has generated a total of 22,494,771 kWh of power, which equates to approximately $2,105,085 in energy savings at the plant. Additionally, the District has received $2,028,541 or 60% of the SGIP incentive rebate from PG&E. The total benefit of the cogeneration facility is $4,133,626, which represents 34.3% of simple payback for the initial construction and maintenance costs of the facility.

USD labor and equipment costs have not been factored into the maintenance costs of these facilities. The rationale is that no personnel or equipment has been acquired specifically for the maintenance and the work has been accommodated to date with existing resources.

Staff will provide the Board with an operational update of the solar and cogeneration facilities on a semi-annual basis. The attached Table 1 summarizes the operational data that was discussed in this update.

PRE/SEG/RC/CB:ks

Attachment: Table 1 – Solar and Cogeneration Facilities Operational Data

Union Sanitary District
Table 1 - Solar and Cogeneration Facilities Operational Data

Facility	System Rating[1] (kW)	Energy Generated This Period[2] (kWh)	Total Energy Generated To Date (kWh)	Value of Energy Generated To Date ($)	Rebates Received To Date ($)	Total Received or Generated ($)	Construction Cost ($)	Maintenance Costs To Date[4] ($)	Total Costs Incurred To Date ($)	Simple Payback To Date (%)	Simple Payback Term (Years)	Comments
Alvarado WWTP Solar Carport	125	100,117	1,293,951	221,130	276,030	497,160	884,000	1,000	885,000	56.2%	15.0	System began operation in September 2011. Values are current through December 31, 2016.
Irvington Pump Station Solar Facility	408	377,329	4,336,846	1,384,150	616,054	2,000,204	2,850,000	1,300	2,851,300	70.2%	8.0	System began operation in April 2012. Values are current through January 3, 2017.
Cogeneration Facility[3]	1,700	3,888,522	22,494,771	2,105,085	2,028,541	4,133,626	11,800,000	239,417	12,039,417	34.3%	9.4	System began operation in late November 2014. Values are current through December 31, 2016.

1) System Rating for the solar facilities is based on the number of panels, the rating of each panel, and the inverter efficiency.
2) Period is from July 2016 through December 2016.
3) The cogeneration equipment consists of two 850-kW engine generators.
4) Maintenance costs do not include USD labor or equipment costs.

Directors
Manny Fernandez
Tom Handley
Pat Kite
Anjali Lathi
Jennifer Toy

Officers
Paul R. Eldredge
General Manager/
District Engineer

Karen W. Murphy
Attorney

DATE: January 31, 2017

MEMO TO: Board of Directors - Union Sanitary District

FROM: Paul R. Eldredge, General Manager/District Engineer
Pamela Arends-King, Business Services Manager/CFO
Roslyn Fuller, Purchasing Agent
Nina Narvaez, Administrative Specialist I

SUBJECT: Agenda Item No. 14 - Meeting of February 13, 2017
Information Item: **CAL-Card Quarterly Merchant Activity Report**

Background

The attached CAL-Card Merchant Spend Analysis details the CAL-Card activity for the second quarter of FY 2017. This covers transactions from the CAL-Card billing period October 23, 2016 through December 22, 2016. During this quarter, we had 255 transactions totaling $74,843.60.

Attachments: Merchant Spend Analysis Report

Merchant Spend Analysis - Detail

MCCG	Merchant Category Code Group Description	MCC	Merchant Name	Merchant City	Merchant State/ Province	Debit Amount	Nbr of Debit Trans	Average Spend per Debit Trans	Credit Amount	Nbr of Credit Trans	Total Spend	% of Total Spend	Nbr of Trans	Total Sales Tax
47979	WHOLESALE TRADE	5046	FORSTER AMERICA INC	770-4167070	GA	$ 9,814.46	1	$ 9,814.46	$ 0.00	0	$ 9,814.46	13.34%	1	$ 0.00
47979	WHOLESALE TRADE	5072	THE LIGHTHOUSE	HAYWARD	CA	4,016.66	5	803.33	0.00	0	4,016.66	5.46%	5	0.00
47979	WHOLESALE TRADE	5085	AMIAD WATER SYSTEMS	704-662-3133	CA	3,305.43	3	1,101.81	0.00	0	3,305.43	4.49%	3	0.00
137510	Rialto	9399	CITY OF LIVERMORE FINANCE	952-9604300	CA	2,737.50	1	2,737.50	0.00	0	2,737.50	3.72%	1	0.00
281845	Food Exceptions	5411	ARTEAGA'S CATERING	NEWARK	CA	2,565.06	1	2,565.06	0.00	0	2,565.06	3.49%	1	0.00
47979	WHOLESALE TRADE	5046	PERMACH COM	FREMONT	CA	2,306.44	1	2,306.44	0.00	0	2,306.44	3.13%	1	0.00
217413	Prohibited Tran	8699	CALIFORNIA WATER ENVIRONM	510-3827800	CA	2,254.00	16	140.88	0.00	0	2,254.00	3.06%	16	0.00
150085	MCC5969	5969	AMERICAN PUBLIC WORKS	816-472-6100	MO	1,650.00	1	1,650.00	0.00	0	1,650.00	2.24%	1	0.00
47963	BUSINESS EXPENS	8398	CA WATER ENV ASSN	510-382-7800	CA	1,632.00	10	163.20	0.00	0	1,632.00	2.22%	10	0.00
47978	VEHICLE EXPENSE	5533	FREMONT FORD	NEWARK	CA	1,499.27	1	1,499.27	0.00	0	1,499.27	2.04%	1	0.00
47979	WHOLESALE TRADE	5046	PIIAN SYSTEMS	888-6773646	CA	1,451.53	1	1,451.53	0.00	0	1,451.53	1.97%	1	0.00
137510	Rialto	9399	UNION CITY CITY HALL	510-675-5381	CA	1,412.00	1	1,412.00	0.00	0	1,412.00	1.92%	1	0.00
212656	SCCLD AUTO	7549	BERRY BROS TOWING AND TRA	800-4647215	CA	1,300.00	2	650.00	0.00	0	1,300.00	1.77%	2	0.00
47979	WHOLESALE TRADE	5039	WATERMAN INDUSTRIES	559-5624000	CA	1,200.91	1	1,200.91	0.00	0	1,200.91	1.63%	1	60.05
138753	SEMINAR/CONF.	8641	CALIFORNIA SOCIETY OF MUN	916-2312137	CA	1,135.00	6	189.17	0.00	0	1,135.00	1.54%	6	0.00
137510	Rialto	9399	CITY OF FREMONT DEV SVCS	FREMONT	CA	1,080.00	1	1,080.00	0.00	0	1,080.00	1.47%	1	0.00
141822	Hardware Supply	5200	THE HOME DEPOT	NEWARK	CA	1,077.45	2	538.73	0.00	0	1,077.45	1.46%	2	93.48

Merchant Spend Analysis - Detail

MCCG	Merchant Category Code Group Description	MCC	Merchant Name	Merchant City	Merchant State/ Province	Debit Amount	Nbr of Debit Trans	Average Spend per Debit Trans	Credit Amount	Nbr of Credit Trans	Total Spend	% of Total Spend	Nbr of Trans	Total Sales Tax
141822	Hardware Supply		#6964											
47979	WHOLESALE TRADE	5047	IDEXX DISTRIBUTION INC	800-814-1147	ME	1,067.42	2	533.71	0.00	0	1,067.42	1.45%	2	89.61
47972	OTHER	5732	BESTBUYCOM790802005161	888-BESTBUY	MN	1,044.99	1	1,044.99	0.00	0	1,044.99	1.42%	1	67.23
284298	VTA Catering	5812	TOGOS EATERY	UNION CITY	CA	1,008.78	8	126.10	0.00	0	1,008.78	1.37%	8	0.00
119156	MCC001	1520	EPASALES	866-448-5547	TN	985.55	1	985.55	0.00	0	985.55	1.34%	1	0.00
141822	Hardware Supply	5200	HOMEDEPOT.COM	800-430-3376	GA	914.33	1	914.33	0.00	0	914.33	1.24%	1	79.33
47970	OFFICE SERVICES	2741	AMERICANPAY	210-226-4600	TX	900.00	2	450.00	0.00	0	900.00	1.22%	2	0.00
47979	WHOLESALE TRADE	5111	IBUYOFFICESUPPLY COM	866-5680524	MN	871.03	3	290.34	0.00	0	871.03	1.18%	3	0.00
47972	OTHER	5999	IN *WHAT'S HAPPENING, TRI	510-4941999	CA	830.00	1	830.00	0.00	0	830.00	1.13%	1	0.00
47979	WHOLESALE TRADE	5085	INSTRUMART	800-8844967	VT	781.00	1	781.00	0.00	0	781.00	1.06%	1	0.00
47970	OFFICE SERVICES	7399	SWAGELOK NORTHERN CALIFOR	408-7343145	CA	777.07	1	777.07	0.00	0	777.07	1.06%	1	67.42
141822	Hardware Supply	5200	LOWES #01132*	UNION CITY	CA	743.85	3	247.95	0.00	0	743.85	1.01%	3	67.63
47970	OFFICE SERVICES	7394	PETERSON SAN LEANDRO	510-357-6200	CA	726.14	2	363.07	0.00	0	726.14	0.99%	2	0.00
47979	WHOLESALE TRADE	5039	OWEN EQUIPMENT COMPANY	503-2559055	OR	707.46	1	707.46	0.00	0	707.46	0.96%	1	47.27
47979	WHOLESALE TRADE	5085	ZORO TOOLS INC	855-2899676	IL	634.07	2	317.04	0.00	0	634.07	0.86%	2	0.00
47970	OFFICE SERVICES	7399	US CARGO CONTROL	8664449990	IA	633.45	1	633.45	0.00	0	633.45	0.86%	1	0.00
47963	BUSINESS EXPENS	8299	NCCCO SERVICES, LLC	703-560-2391	VA	615.00	1	615.00	0.00	0	615.00	0.84%	1	0.00
47963	BUSINESS EXPENS	8999	IN *KEN GRADY COMPANY, IN	415-8835924	CA	614.99	1	614.99	0.00	0	614.99	0.84%	1	54.50
217413	Prohibited Tran	8699	WEF WYTHE	800-6660206	VA	594.00	2	297.00	0.00	0	594.00	0.81%	2	0.00
47971	OFFICE	5942	AMAZON	AMZN.COM/BILL	WA	582.92	6	97.15	0.00	0	582.92	0.79%	6	0.00

Merchant Spend Analysis - Detail

MCCG	Merchant Category Code Group Description	MCC	Merchant Name	Merchant City	Merchant State/ Province	Debit Amount	Nbr of Debit Trans	Average Spend per Debit Trans	Credit Amount	Nbr of Credit Trans	Total Spend	% of Total Spend	Nbr of Trans	Total Sales Tax
47971	SUPPLIES		MKTPLACE PMTS											
47979	WHOLESALE TRADE	5085	TIFCO INDUSTRIES INC	281-571-6000	TX	575.05	1	575.05	0.00	0	575.05	0.78%	1	38.26
47979	WHOLESALE TRADE	5085	HACH COMPANY	9706631377	CO	568.88	2	284.44	0.00	0	568.88	0.77%	2	46.10
47972	OTHER	5999	MILWAUKEE ELECTRIC TOO	5108974031	CA	548.04	2	274.02	0.00	0	548.04	0.74%	2	0.00
47962	BUILDING SERVIC	1799	EVOQUA WATER TECHNOLOGY	978-614-7034	MA	518.71	1	518.71	0.00	0	518.71	0.70%	1	45.00
47979	WHOLESALE TRADE	5065	STEVEN ENGINEERING	650-588-9200	CA	507.19	2	253.60	0.00	0	507.19	0.69%	2	0.00
137510	Rialto	9399	CITY OF FREMONT DEV SVCS	FREMONT	CA	502.00	1	502.00	0.00	0	502.00	0.68%	1	0.00
47970	OFFICE SERVICES	2741	ABACUS PRODUCTS INC.	510-7859990	CA	497.44	1	497.44	0.00	0	497.44	0.68%	1	24.87
47971	OFFICE SUPPLIES	5942	DEVTRA INC.	OAKVILLE	ON	404.49	1	404.49	0.00	0	404.49	0.55%	1	0.00
137510	Rialto	9399	CALPERS CVENT	916-795-3433	CA	399.00	1	399.00	0.00	0	399.00	0.54%	1	0.00
47970	OFFICE SERVICES	7399	CAL OSHA REPORTER	916-774-4000	CA	395.00	1	395.00	0.00	0	395.00	0.54%	1	0.00
47978	VEHICLE EXPENSE	5533	SDTRUCKSPRINGS. COM	631-588-8777	NY	394.54	1	394.54	0.00	0	394.54	0.54%	1	0.00
217413	Prohibited Tran	8699	CALIFORNIA ASSOCIATION OF	530-822-5009	CA	389.00	2	194.50	0.00	0	389.00	0.53%	2	0.00
47979	WHOLESALE TRADE	5065	SCHNEIDERELECT RIC IT C	401-398-8450N	RI	386.51	1	386.51	0.00	0	386.51	0.53%	1	0.00
47970	OFFICE SERVICES	7399	RICE LAKE WEIGHING SYSTEM	715-2349171	WI	383.24	1	383.24	0.00	0	383.24	0.52%	1	0.00
47979	WHOLESALE TRADE	5072	HEAVYDUTYDEPOT. COM	718-885-7274	NY	351.67	1	351.67	0.00	0	351.67	0.48%	1	0.00
47970	OFFICE SERVICES	7399	BOXWOOD TECHNOLOGY	888-4918833	MD	349.00	2	174.50	0.00	0	349.00	0.47%	2	0.00
47979	WHOLESALE TRADE	5137	LUTZCO, INC.	503-445-8095	OR	346.65	1	346.65	0.00	0	346.65	0.47%	1	0.00

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47979	WHOLESALE TRADE	5169	DOMYOWNPESTCONTROL	866-581-7378	GA	$ 344.00	1	$ 344.00	$ 0.00	0	$ 344.00	0.47%	1	$ 0.00
47979	WHOLESALE TRADE	5044	PTM DOCUMENT SYSTEMS INC	707-5766304	CA	336.81	1	336.81	0.00	0	336.81	0.46%	1	25.24
47979	WHOLESALE TRADE	5065	STEVEN ENGINEERING	650-588-9200	CA	322.16	1	322.16	0.00	0	322.16	0.44%	1	0.00
47971	OFFICE SUPPLIES	5942	AMAZON.COM	AMZN.COM/BILL	WA	315.00	1	315.00	0.00	0	315.00	0.43%	1	0.00
47979	WHOLESALE TRADE	5099	BRADY WORLDWIDE INC.	BRADYCORP.COM	WI	303.31	1	303.31	0.00	0	303.31	0.41%	1	26.30
47972	OTHER	5941	ID ENHANCEMENTS, INC.	WWW.IDENHANCE	SC	295.82	1	295.82	0.00	0	295.82	0.40%	1	0.00
47979	WHOLESALE TRADE	5065	STEVEN ENGINEERING	650-588-9200	CA	273.33	1	273.33	0.00	0	273.33	0.37%	1	0.00
47979	WHOLESALE TRADE	5085	DWYER INSTRUMENTS INC	219-8798868	IN	271.16	1	271.16	0.00	0	271.16	0.37%	1	23.50
47960	AIRLINE	3066	SOUTHWES 5262459824956	800-435-9792	TX	239.96	1	239.96	0.00	0	239.96	0.33%	1	0.00
47963	BUSINESS EXPENS	8299	LYNDA.COM, INC.	888-3359632	CA	239.88	1	239.88	0.00	0	239.88	0.33%	1	0.00
217413	Prohibited Tran	8699	WEF WYTHE	800-6660206	VA	235.00	1	235.00	0.00	0	235.00	0.32%	1	0.00
47963	BUSINESS EXPENS	8299	LORMAN EDUCATION SERVICE	715-833-3940	WI	219.00	1	219.00	0.00	0	219.00	0.30%	1	0.00
47960	AIRLINE	3066	SOUTHWES 5262453644140	800-435-9792	TX	218.96	1	218.96	0.00	0	218.96	0.30%	1	0.00
217413	Prohibited Tran	5691	SP * WELDMONGER STORE	THEWELDMONGER	GA	212.97	1	212.97	0.00	0	212.97	0.29%	1	0.00
217413	Prohibited Tran	8699	GOVERNMENT FINANCE	312-977-9700	IL	210.00	2	105.00	0.00	0	210.00	0.29%	2	0.00
284298	VTA Catering	5812	TOGOS EATERY	UNION CITY	CA	209.85	1	209.85	0.00	0	209.85	0.29%	1	0.00
47963	BUSINESS	8299	SKILLPATH	913-3623900	KS	209.00	1	209.00	0.00	0	209.00	0.28%	1	0.00

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47963	EXPENS		NATIONAL											
47971	OFFICE SUPPLIES	5942	AMAZON MKTPLACE PMTS	AMZN.COM/BILL	WA	204.38	7	29.20	0.00	0	204.38	0.28%	7	4.03
47971	OFFICE SUPPLIES	5943	OFFICEMAX/OFFICEDEPOT6177	UNION CITY	CA	200.00	1	200.00	0.00	0	200.00	0.27%	1	0.00
47972	OTHER	5999	CELEBRATION PARTY EQUI	510-887-0727	CA	200.00	1	200.00	0.00	0	200.00	0.27%	1	0.00
217413	Prohibited Tran	8699	CALIFORNIA ASSOCIATION	530-755-4922	CA	198.00	2	99.00	0.00	0	198.00	0.27%	2	0.00
47978	VEHICLE EXPENSE	7531	GOLDEN GATE TRUCK CENTER	OAKLAND	CA	187.32	1	187.32	0.00	0	187.32	0.25%	1	2.46
47966	MAIL/TELEPHONE	5964	CDW GOVERNMENT	800-800-4239	IL	187.01	1	187.01	0.00	0	187.01	0.25%	1	16.00
47970	OFFICE SERVICES	7394	PETERSON POWER	510-618-2294	CA	178.68	1	178.68	0.00	0	178.68	0.24%	1	0.00
47979	WHOLESALE TRADE	5211	ALS ROOFING SUPPLY OF NEW	510-7967467	CA	176.30	1	176.30	0.00	0	176.30	0.24%	1	0.00
217413	Prohibited Tran	8699	AWS E-COMMERCE	305-443-9353	FL	171.00	1	171.00	0.00	0	171.00	0.23%	1	0.00
284298	VTA Catering	5812	BRONCO BILLY'S PIZZA	UNION CITY	CA	164.69	1	164.69	0.00	0	164.69	0.22%	1	0.00
281845	Food Exceptions	5814	CHIPOTLE 1529	UNION CITY	CA	151.85	5	30.37	0.00	0	151.85	0.21%	5	0.00
47963	BUSINESS EXPENS	8398	PUBLIC AGENCY RISK MANAG	916-444-3568	CA	150.00	1	150.00	0.00	0	150.00	0.20%	1	0.00
217413	Prohibited Tran	8699	GOVERNMENT FINANCE	312-977-9700	IL	150.00	1	150.00	0.00	0	150.00	0.20%	1	0.00
289498	IT SOFTWARE	5734	ADOBE	800-833-6687	CA	149.99	1	149.99	0.00	0	149.99	0.20%	1	0.00
47960	AIRLINE	3066	SOUTHWES 5262461210668	800-435-9792	TX	143.97	1	143.97	0.00	0	143.97	0.20%	1	0.00
281845	Food Exceptions	5411	SPROUTS FARMERS MAR	FREMONT	CA	139.98	1	139.98	0.00	0	139.98	0.19%	1	12.14
47979	WHOLESALE TRADE	5300	COSTCO WHSE #1061	HAYWARD	CA	137.57	1	137.57	0.00	0	137.57	0.19%	1	0.00
47961	AUTO/RV DEALERS	5511	MISSION VALLEY FORD TRUC	408-933-2397	CA	137.03	1	137.03	0.00	0	137.03	0.19%	1	0.00

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284298	VTA Catering	5812	BUCKHORN GRILL UNION CITY	UNION CITY	CA	$ 133.32	2	$ 66.66	$ 0.00	0	$ 133.32	0.18%	2	$ 0.00
119156	MCC001	8220	UCB CPER INST INDSTRL RN	510-643-7093	CA	128.65	1	128.65	0.00	0	128.65	0.17%	1	0.00
141822	Hardware Supply	5200	LOWES #01132*	UNION CITY	CA	125.86	3	41.95	0.00	0	125.86	0.17%	3	11.45
47979	WHOLESALE TRADE	5111	QUILL CORPORATION	800-982-3400	SC	120.99	1	120.99	0.00	0	120.99	0.16%	1	11.00
137510	Rialto	9399	CA DEPT PEST REG PUBLICA	916-4453891	CA	120.00	2	60.00	0.00	0	120.00	0.16%	2	0.00
47978	VEHICLE EXPENSE	5533	PAYPAL *ZHEJIANGHOL	402-935-7733	CA	105.00	1	105.00	0.00	0	105.00	0.14%	1	0.00
47979	WHOLESALE TRADE	5399	DOLLAR TREE ECOMM	877-530-8733	VA	100.50	1	100.50	0.00	0	100.50	0.14%	1	0.00
47963	BUSINESS EXPENS	8299	PESTICIDE APPLICATORS PRO	831-442-3536	CA	100.00	1	100.00	0.00	0	100.00	0.14%	1	0.00
47970	OFFICE SERVICES	7399	ACT*MSA SAN FRANCISCO	877-551-5560	TX	100.00	1	100.00	0.00	0	100.00	0.14%	1	0.00
235401	REGISTRATION	8111	PAYPAL *LIEBERTCASS	402-935-7733	CA	100.00	1	100.00	0.00	0	100.00	0.14%	1	0.00
47970	OFFICE SERVICES	5968	SF CHRONICLE SUBSCRIPT	415-777-6372	CA	99.00	1	99.00	0.00	0	99.00	0.13%	1	0.00
217413	Prohibited Tran	5992	ALBANYFLORISTANDGIFTS	STRIPE.COM	CA	92.49	1	92.49	0.00	0	92.49	0.13%	1	0.00
284298	VTA Catering	5812	THAI BBQ	UNION CITY	CA	91.70	1	91.70	0.00	0	91.70	0.12%	1	0.00
47979	WHOLESALE TRADE	5251	EREPLACEMENTPARTS.COM	866-802-6383	UT	90.69	2	45.35	0.00	0	90.69	0.12%	2	0.00
47971	OFFICE SUPPLIES	5942	AMAZON MKTPLACE PMTS	AMZN.COM/BILL	WA	90.00	2	45.00	0.00	0	90.00	0.12%	2	0.00
217413	Prohibited Tran	8699	UNION CITY CHAMBER OF	WWW.UNIONCITY	MN	90.00	2	45.00	0.00	0	90.00	0.12%	2	0.00
		7216	GREEN LEAF CLEANERS	FREMONT	CA	90.00	2	45.00	0.00	0	90.00	0.12%	2	0.00
		8699	NATIONAL PROCUREMENT	702-989-8095	NV	90.00	1	90.00	0.00	0	90.00	0.12%	1	0.00

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217413	Prohibited Tran		INST											
47972	OTHER	5732	BESTBUYCOM790345000263	888-BESTBUY	MN	89.99	1	89.99	0.00	0	89.99	0.12%	1	5.79
47972	OTHER	5732	FRY'S ELECTRONICS #3	PALO ALTO	CA	86.98	1	86.98	0.00	0	86.98	0.12%	1	7.00
281845	Food Exceptions	5411	TARGET 00014720	HAYWARD	CA	85.52	1	85.52	0.00	0	85.52	0.12%	1	7.18
217413	Prohibited Tran	5992	FREMONT FLOWERS...ALWA	510-7971136	CA	85.34	1	85.34	0.00	0	85.34	0.12%	1	0.00
47970	OFFICE SERVICES	7399	ACT*MSA-SF BAY AREA CH	877-551-5560	TX	85.00	1	85.00	0.00	0	85.00	0.12%	1	0.00
47971	OFFICE SUPPLIES	5943	OFFICEMAX/OFFICEDEPOT6177	UNION CITY	CA	81.36	2	40.68	0.00	0	81.36	0.11%	2	7.40
47963	BUSINESS EXPENS	8299	PESTICIDE APPLICATORS PRO	831-442-3536	CA	80.00	1	80.00	0.00	0	80.00	0.11%	1	0.00
47970	OFFICE SERVICES	7399	ACT*MSA SAN FRANCISCO	877-551-5560	TX	80.00	3	26.67	0.00	0	80.00	0.11%	3	0.00
47970	OFFICE SERVICES	7338	CARBON LESS ON DEMAND	330-837-8611	OH	79.00	1	79.00	0.00	0	79.00	0.11%	1	0.00
281845	Food Exceptions	5814	PACIFIC WHOLE FOODS	UNION CITY	CA	77.00	1	77.00	0.00	0	77.00	0.10%	1	0.00
47979	WHOLESALE TRADE	5085	MCMASTER-CARR	630-834-9600	IL	72.91	1	72.91	0.00	0	72.91	0.10%	1	6.08
141822	Hardware Supply	5200	ORCHARD SUPPLY #100	FREMONT	CA	71.09	1	71.09	0.00	0	71.09	0.10%	1	0.00
235401	REGISTRATION	8111	LIEBERTCASS	310-981-2000	CA	70.00	1	70.00	0.00	0	70.00	0.10%	1	0.00
47979	WHOLESALE TRADE	5047	INDUSTRIAL SAFETY SUPPLY	510-6580414	CA	65.70	1	65.70	0.00	0	65.70	0.09%	1	5.70
47971	OFFICE SUPPLIES	5942	AMAZON MKTPLACE PMTS	AMZN.COM/BILL	WA	65.20	3	21.73	0.00	0	65.20	0.09%	3	2.61
137510	Rialto	9399	CALIFORNIA SPECIAL DISTR	916-442-7887	CA	65.00	1	65.00	0.00	0	65.00	0.09%	1	0.00
119156	MCC001	8220	UCB CPER INST INDSTRL RN	510-643-7093	CA	63.75	1	63.75	0.00	0	63.75	0.09%	1	0.00

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47970	OFFICE SERVICES	7399	US CARGO CONTROL	866-444-9990	IA	$ 63.73	1	$ 63.73	$ 0.00	0	$ 63.73	0.09%	1	$ 0.00
47979	WHOLESALE TRADE	5099	IN *SWAN ASSOCIATES INCOR	707-7461989	CA	62.63	1	62.63	0.00	0	62.63	0.09%	1	5.30
47979	WHOLESALE TRADE	5085	THE SEAL CONNECTION	SAN LEANDRO	CA	60.01	1	60.01	0.00	0	60.01	0.08%	1	0.00
47979	WHOLESALE TRADE	5099	COMPLIANCESIGNS.COM	800-578-1245	IL	56.50	1	56.50	0.00	0	56.50	0.08%	1	0.00
47978	VEHICLE EXPENSE	5533	AUTOZONE #3338	UNION CITY	CA	54.99	1	54.99	0.00	0	54.99	0.07%	1	5.00
47970	OFFICE SERVICES	7333	SAFETYSIGN.COM	800-2746271	NJ	53.35	1	53.35	0.00	0	53.35	0.07%	1	0.00
47978	VEHICLE EXPENSE	5533	FLEETPRIDE 720	800-2333038	CA	49.09	1	49.09	0.00	0	49.09	0.07%	1	0.00
47978	VEHICLE EXPENSE	5533	PEPBOYS STORE 816	UNION CITY	CA	48.91	2	24.46	0.00	0	48.91	0.07%	2	0.00
47963	BUSINESS EXPENS	8299	PESTICIDE APPLICATORS	831-442-3536	CA	45.00	1	45.00	0.00	0	45.00	0.06%	1	0.00
47971	OFFICE SUPPLIES	5943	FRANKLINCOVEYPRODUCTS	800-819-1812	UT	43.39	1	43.39	0.00	0	43.39	0.06%	1	0.00
47963	BUSINESS EXPENS	8398	ISA	919-549-8411	NC	41.47	1	41.47	0.00	0	41.47	0.06%	1	0.00
47972	OTHER	5999	FIRE HOSE DIRECT	888-975-0858	NC	40.06	1	40.06	0.00	0	40.06	0.05%	1	0.00
217413	Prohibited Tran	8699	AMER SOC CIVIL ENGINEERS	800-548-2723	VA	40.00	1	40.00	0.00	0	40.00	0.05%	1	0.00
47971	OFFICE SUPPLIES	5942	AMAZON.COM AMZN.COM/BILL	AMZN.COM/BILL	WA	39.03	1	39.03	0.00	0	39.03	0.05%	1	3.55
281845	Food Exceptions	5411	LUCKY #782 UNION CI	UNION CITY	CA	38.80	1	38.80	0.00	0	38.80	0.05%	1	0.00
47970	OFFICE SERVICES	5968	WWW.MINDTOOLS.COM	MINDTOOLS.COM		38.00	2	19.00	0.00	0	38.00	0.05%	2	0.00
47970	OFFICE SERVICES	7333	STK*BIGSTOCKPHOTO.COM	855-272-5125	NY	36.75	1	36.75	0.00	0	36.75	0.05%	1	0.00
47972	OTHER	5970	MICHAELS STORES	UNION CITY	CA	36.65	1	36.65	0.00	0	36.65	0.05%	1	0.00

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47972	OTHER		2076											
281845	Food Exceptions	5814	MR PICKLES 325 - UNION	510-431-3488	CA	36.08	1	36.08	0.00	0	36.08	0.05%	1	0.00
47961	AUTO/RV DEALERS	5511	F H DAILEY-CLVR	SAN LEANDRO	CA	33.98	1	33.98	0.00	0	33.98	0.05%	1	0.00
47979	WHOLESALE TRADE	5251	D & F LIQUIDATORS	510-785-9600	CA	31.90	1	31.90	0.00	0	31.90	0.04%	1	0.00
47971	OFFICE SUPPLIES	5942	AMAZON.COM	AMZN.COM/BILL	WA	30.57	2	15.29	0.00	0	30.57	0.04%	2	2.78
47971	OFFICE SUPPLIES	9402	USPS 05802604033510884	UNION CITY	CA	27.95	1	27.95	0.00	0	27.95	0.04%	1	0.00
47978	VEHICLE EXPENSE	4784	FASTRAK CSC	415-486-8655	CA	25.00	1	25.00	0.00	0	25.00	0.03%	1	0.00
		4784	FASTRAK CSC	415-486-8655	CA	25.00	1	25.00	0.00	0	25.00	0.03%	1	0.00
281845	Food Exceptions	5411	LUCKY #782 UNION CI	UNION CITY	CA	20.79	2	10.40	0.00	0	20.79	0.03%	2	0.00
47966	MAIL/TELEPHONE	5964	YA YA E FAVORMART	626-667-2258	CA	19.14	1	19.14	0.00	0	19.14	0.03%	1	0.00
47970	OFFICE SERVICES	7399	YAHOO SMALL BUSINESS	866-438-1582	CA	13.94	1	13.94	0.00	0	13.94	0.02%	1	0.00
		7399	YAHOO SMALL BUSINESS	866-438-1582	CA	13.94	1	13.94	0.00	0	13.94	0.02%	1	0.00
		7399	YAHOO SMALL BUSINESS	866-438-1582	CA	13.94	1	13.94	0.00	0	13.94	0.02%	1	0.00
47972	OTHER	5722	SPEEDY APPLIANCE PARTS	800-734-7023	IN	8.70	1	8.70	0.00	0	8.70	0.01%	1	0.00
281845	Food Exceptions	5411	SMARTNFINAL52311005238	UNION CITY	CA	7.13	1	7.13	0.00	0	7.13	0.01%	1	0.00
47970	OFFICE SERVICES	7399	FREECONFERENCECALL.COM	877-482-5838	CA	6.51	1	6.51	0.00	0	6.51	0.01%	1	0.00
141822	Hardware Supply	5200	LOWES #01132*	UNION CITY	CA	38.48	1	38.48	38.47	1	0.01	0.00%	2	3.50
47972	OTHER	5941	ID ENHANCEMENTS, INC.	8433329720	SC	0.00	0	0.00	25.96	1	(25.96)	0.00%	1	0.00

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47972	OTHER	5732	BESTBUYCOM790345000263	RICHFIELD	MN	$ 0.00	0	$ 0.00	$ 89.99	1	$ (89.99)	0.00%	1	$ 5.79
47979	WHOLESALE TRADE	5169	INORGANIC VENTURES, INC.	800-6696799	NJ	0.00	0	0.00	307.20	1	(307.20)	0.00%	1	0.00
137510	Rialto	9399	CALPERS CVENT	SACRAMENTO	CA	0.00	0	0.00	350.00	1	(350.00)	0.00%	1	0.00
47970	OFFICE SERVICES	2741	AMERICANPAY	4029357733	TX	0.00	0	0.00	450.00	1	(450.00)	(0.61%)	1	0.00
Total						**$74,843.60**			**$1,261.62**		**$73,581.98**		**255**	**$ 980.55**

Total Number of Records: 162

End of Report

Merchant Spend Analysis - Detail Output Parameter Page

Cycle Close Date Range: 10/2016 to 12/2016
Report Type: Detail
Merchant Profile Source: Association
Merchant Names: All
Merchant Category Code Group: All
Merchant States: All

Sort Report By: (1) Total Spend, (2) No Sort, (3) No Sort, (4) No Sort
Break/Subtotal Level: No Break/Subtotal

Processing Hierarchy Position:	Bank	Agent	Company	Division	Department
	1425	3135	51756	All	All

Summary of the EBDA Commission Meeting
Thursday, January 12, 2017, at 9:30 a.m.
Prepared by: P. Eldredge

- Commissioners Becker, Peixoto, Johnson, Cutter, and Toy were present.

- The Consent Calendar was approved unanimously and included the Commission Meeting Minutes, List of Disbursements, and Treasurer's Report.

- The Commission unanimously approved the reports from the Financial Management, Regulatory Affairs, Operations & Maintenance, and Ad Hoc committees. The following items were discussed:

- **Guest Speaker** - Chair Johnson introduced John Bourgeois of the California Coastal Conservancy. Mr. Bourgeois is the Executive Project Manager of the South Bay Salt Pond Restoration Project. Mr. Bourgeois discussed the plan to restore 15,000 acres of salt ponds to tidal wetlands and the possibility of collaborating with Union Sanitary District. More information about the project can be found online (www.southbayrestoration.org).

- **General Managers Report -** The General Manager deferred comments to specific agenda items.

- **Managers Advisory Committee (MAC)** – met with the General Manager on January 11, 2017. Brown and Caldwell presented their Outfall Inspection draft report and discussed the Transport system Inspection plan. The Committee also discussed the Enterococcus issue in the transport system.

- **Financial Management Committee** met with the General Manager on January 10, 2017. The Committee welcomed the City of San Leandro's newly appointed Commissioner Pauline Russo Cutter. The Financial Management Committee approved the December list of disbursements, Treasurer's Report, and reviewed EBDA's budget schedule for FY 2017/18. The General Manager advised the Committee that with the increased rain and continuing Enterococcus issue there will be a mid-year budget adjustment for FY 2016/17.

- **Regulatory Affairs Committee** met on January 10, 2017 and discussed permit compliance. The General Manager discussed the issues with high bacterial indicators in the transport system. The Committee was updated on the proposed regulations for air toxics by the Bay Area Air Quality Management District. The Committee expressed its support for Commission approval of a resolution authorizing a purchase order to Azyura in the amount of $15,000 for Waterbits licensing and reporting services.

- **Operations and Maintenance (O&M) Committee** met with the General Manager on January 9, 2017, and discussed the status of the EBDA facilities. The Committee was updated on the status of the AEPS

No. 1 Effluent Pump, Hayward's MCC replacement project, and OLEPS fuel tank replacement. A request for proposal for the AEPS No. 1 pump replacement will be advertised mid-January 2017. Trihydro, EBDA's contractor, has requested in-place closure of the two 6,000 gallon diesel fuel underground storage tanks and is awaiting approval from the Alameda County Hazardous Waste Division. Lastly, the General Manager thanked the City of San Leandro staff, Howard Cin and Jorge Hernandez, for managing the recent storm flows during David Stoops' vacation.

- **Resolution Authorizing a Purchase Order to Azyura for Waterbits Licensing and SMR/eDMR Reporting Services**

  Commissioner Becker introduced the resolution authorizing a purchase order for calendar year 2017 to Azyura in the amount of $15,000 for Waterbits licensing and reporting services. The motion was seconded by Commissioner Toy and carried unanimously, 5-0.

  Ayes: Commissioners Becker, Peixoto, Cutter, Toy, and Chair Johnson
  Noes: None
  Absent: None
  Abstain: None

- **Ad Hoc Committee -** The Ad Hoc Committee met with the General Manager on January 11, 2017. The Ad Hoc Committee discussed the January 5 meeting of the Managers with Tamayo Group, Inc. The Committee also discussed the January 25 workshop topics. We expect about three representatives per member agency. The workshop will be held at the Marina Community Center located at 15301 Wicks Boulevard in San Leandro on January 25, 2017, from 9:00 a.m. to 3:00 p.m.

- **Motion to Update Committee Appointments for FY 2016/2017** - The City of San Leandro has appointed Pauline Russo Cutter to the EBDA Commission effective January 1, 2017. Pete Ballew replaces Ursula Reed as the Alternate Commissioner. The Authority's schedule has been updated to reflect the recent changes made by the City of San Leandro.

  Commissioner Toy introduced the motion to update Committee appointments for Fiscal Year 2016/2017. The motion was seconded by Commissioner Becker and carried unanimously, 5-0 (Becker, Peixoto, Cutter, Toy, Johnson; ayes).

- **Items from the Commission and Staff** - The Commission welcomed Pauline Russo Cutter to the EBDA Commission.

News | January 10, 2017

Metropolitan Study Demonstrates Feasibility Of Large-Scale Regional Recycling Water Program

LOS ANGELES--(BUSINESS WIRE)--
A new study has confirmed the feasibility of a proposed large-scale project to treat and purify wastewater and distribute it to groundwater basins across the region through a collaboration between the Metropolitan Water District and the Sanitation Districts of Los Angeles County.

The conclusion of the feasibility study paves the way for the next step—the construction of a demonstration facility, which could begin this summer.

“We are very excited this program is moving closer to reality,” Metropolitan General Manager Jeffrey Kightlinger said. “With drought, climate change and environmental restrictions changing the way we manage water, we are committed to developing and investing in new local sources of water to supplement the region’s other supplies.

“This program is one part of the region’s comprehensive effort to increase water supplies that are drought proof and climate resilient. And it complements the many other solutions we are working on,” Kightlinger said.

Through the Regional Recycled Water Program, Metropolitan would take wastewater treated at the Sanitation Districts’ Joint Water Pollution Control Plant in Carson—water that is currently treated and discharged into the ocean—and purify it using reverse osmosis and other processes. These treatment technologies have been used for decades in California and across the globe and produce high-quality water that meets all state and federal standards.

The purified water would then be stored in four groundwater basins in Los Angeles and Orange counties, allowing for additional natural filtration. Those basins, which serve 7.2 million people, are currently recharged with local rainwater, water imported from the Colorado River and Northern California, and, in some cases, recycled water.

Recharging these basins with recycled water from a project developed by Metropolitan would make imported water available for other uses, including storage for future droughts and emergencies. And it would create greater recharge stability. In recent years, basin levels have reached historic lows due to impacts from the drought, which limited imported supplies available for recharge.

“Southern California’s ongoing drought is a reminder that water is too precious to use just once,” Kightlinger said. “We’ve done a great job conserving water—per capita water use in Southern California has declined about 25 percent since 1990—but our population continues to grow and our economy continues to expand. That means we have to continue investing in new ways to use the water we have as efficiently as possible and find multiple ways to diversify our resource portfolio.”

The estimated construction cost of the program is $2.7 billion, including building an advanced treatment facility in Carson and laying 60 miles of pipelines to the groundwater basins. Annual operations and maintenance costs are estimated at about $129 million. That means the water produced by the program would cost approximately $1,600 an acre-foot—competitive with other new local supplies.

The program would produce up to 150 million gallons of purified water per day, enough water to serve more than 335,000 homes.

While the feasibility study results are encouraging, additional detailed studies are needed before a final decision is made to move forward with a full-scale program.

Metropolitan is in the process of completing the design of a demonstration facility that will allow the agencies to further test, monitor and optimize the treatment process. The 500,000-gallon-a-day facility would be operated for at least one year.

The full-scale program would then be designed, built and launched over subsequent years.

The Metropolitan Water District of Southern California is a state-established cooperative of 26 cities and water agencies serving nearly 19 million people in six counties. The district imports water from the Colorado River and Northern California to supplement local supplies, and helps its members to develop increased water conservation, recycling, storage and other resource-management programs.

View source version on businesswire.com:
http://www.businesswire.com/news/home/20170109006459/en/

News Feature | January 12, 2017

California Regulators Release Official Report On DPR

By Sara Jerome
@sarmje

As 80 percent of California continues to languish in drought conditions, state regulators are a step closer to allowing the practice of direct potable reuse (DPR).

Water regulators submitted a report to the legislature last month on the feasibility of this practice. An expert panel convened by the state provided information for the report. The report cited the expert panel as finding that "it is technically feasible to develop uniform water recycling criteria for DPR in California" while protecting public health.

The report stated that "the use of recycled water for DPR has great potential but it presents very real scientific and technical challenges that must be addressed to ensure the public's health is reliably protected at all times."

The report also found that more research is needed before DPR can become a reality in California.
"The final report lays the groundwork for creating regulations for potable water. But the adoption of regulations related to the direct potable reuse of recycled water will not take place until additional research is conducted related to specific public health issues," according to a release from the State Water Resources Control Board.

Environmentalists praised the release of the report. Garry Brown, Orange County Coastkeeper executive director and member of the state's direct potable reuse advisory panel, said in a statement: "With the final report confirming that direct potable reuse is possible, California has the opportunity to become the pioneer of advanced purified recycled water. Now, we need the State Water Board to keep up its momentum by allocating funds and staff to ensure this groundbreaking report allows California to develop regulations for this sustainable water source as quickly as possible."

At this point, there are only two permanent DPR projects operating in the world, according to the California report. One is in Texas, and the other is in Windhoek, Namibia.

The practice of turning wastewater into potable water is already underway in California, but facilities do not yet provide the product directly to faucets.

Orange County Water District and other water providers “are already making wastewater potable. But current state regulations require the water be pumped into groundwater basins before it can be delivered to homes. Taste tests before that step are allowed only at the recycling facility. A new law in January would allow districts to bottle 1,000 gallons of purified recycled water a year,” Capital Public Radio recently reported.

The bottled water is used for educational purposes to acquaint customers with the sometimes-stigmatized idea of drinking recycled wastewater.

“A lot of people have an apprehension about the water, wondering whether it’s safe because of the source that it’s coming from,” said Mike Markus, general manager with the Orange County Water District, per the report.

Kenwood Press

Serving the communities of Kenwood, Glen Ellen and Oakmont

News: 01/15/2017

Rains exacerbate sewage issues in Sonoma Valley

Ordinance aims to curb sewage overflows in Glen Ellen, other unincorporated communities

To reduce the likelihood of raw sewage overflowing into the streets, especially during heavy winter rains, the Sonoma County Board of Supervisors approved a new ordinance that will require home and business owners in the Sonoma Valley County Sanitation District to inspect – and possibly repair – their sewer laterals if they are 30 years or older and connected to the public sewer system. The Sonoma Valley County Sanitation District (SCVSD) serves approximately 36,000 customers in unincorporated communities including Glen Ellen, Boyes Hot Springs, El Verano and Agua Caliente. About 370 parcels in Glen Ellen are connected to the sewer system served by SVCSD.

Current district sanitation code requires the home and business owners to maintain the sewer pipes on their property (called the sewer lateral or side sewer) that connects to the public sewer system. Recent data shows approximately 7,800 connections in the sanitation district were built prior to 1986.

Because of the age of this infrastructure, things like cracks or illegal connections often allow more inflow into the collection system than it can handle, especially during winter storms. This is when sewage overflows are most likely to occur.

On a day after a weekend where crews were working around the clock to clean up six sewage spills, First District Supervisor Susan Gorin reminded the Board that SVCSD is in an expensive, more-than-two-decade-long program of replacing the aging main sewer trunkline that runs through the valley. An immense amount of time and money is involved in replacing aging infrastructure that provides fundamental services in the valley.

SVCSD is working to replace and increase the capacity of its existing 135-mile pipeline through Sonoma Valley and upgrade its treatment and disposal facilities in order to meet requirements imposed on it by the San Francisco Bay Regional Water Quality Control Board. In 2015, SVCSD was fined $732,000 by the Regional Water Quality Control Board for a series of overflows between 2010 and 2015. California River Watch also sued SVCSD over these same spills. This ordinance fulfills part of the agreements between SVCSD and those two

organizations.

At its Jan. 10 meeting, the Board of Supervisors also approved a new loan program to assist home and business owners with the costs related to inspection and repair of their sewer laterals. Home and business owners can receive an up to $10,000 loan to help with repair costs, to be repaid over 10 years.

Construction costs for a sewer repair or replacement could run between $3,000-$7,000, plus permit fees of approximately $1,000. Inspections can cost a homeowner between $250-300, but SVCSD hopes to keep costs down by offering to take care of the inspections themselves.

Initially, the SVCSD has a target of approximately 200 inspections annually. If a sewer lateral fails an inspection, the business or homeowner will have one year to begin repairs.

In addition to the loan program, SVCSD is currently offering an up to $1,000 rebate for a limited time to assist owners with the cost of repairs and the Sonoma County Community Development Commission offers a loan program for low-income residents to receive loan funding for the permit processing and construction costs.

"We are making huge investments to try to take care of these overflows, but a key part is this program," said Mike Thompson, assistant general manager for the Sonoma County Water Agency.

SVCSD has already held two public meetings about the sewer lateral ordinance and plans more targeted outreach to specific neighborhoods.

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marinij.com

Novato's $15 million water recycling project underway

By Mark Prado, Marin Independent Journal

Posted: 01/17/17, 5:14 PM PST

An almost $15 million project to expand a recycled water system into central Novato is underway and will serve businesses with large swaths of landscaping, including the Marin Country Club golf course.

The North Marin Water District project extends recycled water service from the Novato Sanitary District's treatment plant at Davidson Street to the Marin Country Club, three car washes and about 40 existing customers, many of whom now use potable water to irrigate large landscape areas.

"It's 6 miles of new pipe that is an extension of the recycled water system," said Drew McIntyre, chief engineer for the water district, of the project that began in November.

Median landscaping along Redwood and Igancio boulevards, 13 sites at large homeowner associations, 14 commercial sites — including Taco Bell, Costco and Novato Community Hospital — will get the recycled water, along with the ballfields at Lynwood Elementary School.

Funding for the project is being provided in part by the Marin Country Club, which would be provided a drought-proof source of water for its greens. It already has wells and manmade lakes at its disposal, but it will be able to turn to the new source in extremely dry years.

"It's going to be a long-term insurance policy for us," said Ryan Wilson, general manager at the club, noting the site has cut water use by 25 to 30 percent over the past decade. "The entire golf industry faces this challenge. This is a solution for us."

Recycled water is wastewater that has received treatment by the Novato Sanitary District. When done, the project will save roughly 65 million gallons of potable water. That is equal to a savings of 200 acre-feet. An acre-foot can supply about three single-family homes with water for a year.

The pipeline construction is divided into two contracts, one west of Highway 101 and one east of the freeway. Work west of Highway 101 began late last year with the east freeway work to start this month.

The project also will see a 500,000-gallon Norman storage tank near Entrada Drive brought back to life to store the recycled water.

The Norman storage tank rehabilitation project is tentatively scheduled to begin construction in March, with all work expected to be complete by late fall.

The $14.8 million in work is partially funded from approximately $5.8 million in federal and state grants, and $6.6 million in state low-interest loans, with the additional funding from the Marin Country Club.

Northern areas of Novato — including the Stone Tree Golf Course — already are served with water coming from the Novato Sanitary District, while the southern part of the city sees its supply come from the Las Gallinas Valley Sanitary District.

Walnut Creek Patch

Central San Hosts Free Citizens Academy

Participants in the Academy learn how Central San operates and how it is increasing recycled water use. Interested individuals should apply.

By Mona Lkazour (Patch Staff) - January 18, 2017 3:42 pm ET

From Central San: Ask anyone what they think about their sewer service, and they will likely say that as long as their toilet flushes, they have nothing to think about. But for those who wonder what happens after that waste disappears from view, the Central Contra Costa Sanitary District (Central San) invites you to attend their Citizens Academy, which provides a free, behind-the-scenes look at a core service that seldom sees the spotlight: wastewater treatment.

Participants in the Academy learn how Central San operates as a government agency; how it is increasing recycled water use throughout central Contra Costa County; and how it cleans wastewater using biology, chemistry, engineering, and technology. They also tour its treatment plant, laboratory, recycled water fill station, and household hazardous waste collection facility.

“Central San Academy demystifies the nature of the services we provide and explains how and why we invest the money our customers pay for those services,” said Roger Bailey, Central San’s General Manager. “We describe what we do, how we recover resources, and how we keep costs down. No one comes out of the Academy saying they don’t know what Central San does, or why they have to pay for our services.”

The Central San Academy earned the Exceptional Public Outreach & Advocacy Award from the California Special Districts Association in 2016.

The Academy is FREE, but interested individuals must apply. Classes will be held one evening each week from April 4 to May 9, 2017 (except for a daytime tour on April 25) at Central San headquarters, 5019 Imhoff Place in Martinez. Participants must be 18 or older. Apply now – space is limited!

For more information and to apply, please go to CentralSan.org/Academy.

State of emergency in Orinda over 6-foot sinkhole

By Jenna Lyons, San Francisco Chronicle

Updated 10:29 am, Wednesday, January 18, 2017

A sinkhole that closed a busy Orinda road after a series of storms hit Northern California prompted city officials to approve a local state of emergency declaration Tuesday night.

At a special meeting, City Council members ratified the emergency declaration to secure repair funds for damage from storms that hit the region starting Jan. 7, officials said.

After days of heavy rain, officials found a 72-inch diameter sinkhole opened along the shoulder of Miner Road near Camino Lenada on Jan. 11, according to Moraga-Orinda Fire District. Two sewer mainlines owned by the Central Contra Costa Sanitary District had also ruptured, city officials said.

The hole compromised the road's northbound lane because erosion cut beneath the surface, officials said. Maintenance workers closed Miner Road, a well traveled connector to the Sleepy Hollow and Orinda Down neighborhoods.
Officials expect repairs to take four weeks, weather permitting. The city was narrowing down potential contractors for the project.

A 72-inch diameter sinkhole was reported along the shoulder of Miner Road near Camino Lenada on Jan. 11, fire officials said.

A close up of the 72-inch diameter sinkhole that was reported along the shoulder of Miner Road near Camino Lenada on Jan. 11, according to fire officials.

A sinkhole opened on Miner Road in Moraga on Jan. 11.

Napa Valley Register

Wine Industry

High-tech wastewater system makes Napa wine industry debut

HENRY LUTZ hlutz@napanews.com Jan 24, 2017

Cambrian Innovation's EcoVolt. Rombauer Vineyards will be the first Napa winery to install the system.

A wastewater treatment solution used by big-name Sonoma County breweries is spilling over into the Napa wine industry, with the prospect of reducing the shipment of wastewater out of county for treatment.

Rombauer Vineyards in St. Helena will be the first Napa winery to adopt the EcoVolt, a bioelectric wastewater system from Cambrian Innovation. The Boston-based company announced the partnership Tuesday. Already sporting a roster of brewery clients including Lagunitas, Bear Republic and Russian River, the company's pairing with Rombauer may be the first of many with Napa wine producers.

"We've been talking to a lot of wineries," said Baji Gobburi, vice president of sales at Cambrian Innovation, in a phone interview last week.

Housed in a 53-foot long container, the EcoVolt's anaerobic system not only treats wastewater, but also makes use of electricity-generating microbes to convert the pollutants in brewery and winery wastewater into electricity and biogas. The company places the system's output at more than 260,000 kilowatt-hours of electricity per year. For scale, the average U.S. residence used less than 11,000 kWh in 2015.

"What we've effectively done is taken a reaction-based, biology-based system and put it in a box," Gobburi explained. "What we do is actually creating energy."

Rombauer's forthcoming installation of the system is being touted as allowing the winery to not only treat all of its wastewater onsite, but to also eliminate the need for holding and hauling any of its wastewater. The latter has been a growing concern for the county in recent years, as a steady stream of new wineries has put more trucks on the road hauling winery wastewater out of the county and down to the East Bay.

As is the case with many wineries, Rombauer currently ships wastewater during the three-month harvest season 40 miles via truck to the East Bay Municipal Utility District. A 2014 internal review of the Napa Sanitation District estimated six to seven truckloads of wastewater are shipped daily from Napa wineries to East Bay MUD.

The East Bay plant takes in the majority of North Bay wineries' wastewater, offering not only economical rates, but a technological capability that Napa Sanitation lacks, the report noted.