



BOARD MEETING AGENDA
Monday, October 8, 2018
Regular Meeting - 7:00 P.M.

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

Directors
Manny Fernandez
Tom Handley
Pat Kite
Anjali Lathi
Jennifer Toy

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

Karen W. Murphy
Attorney

1. Call to Order.

2. Pledge of Allegiance.

3. Roll Call.

- Motion 4. Approve Minutes of the Regular Meeting of September 24, 2018.

- Motion 5. Approve Minutes of the Special Meeting of October 1, 2018.

- Information 6. August 2018 Monthly Operations Report *(to be reviewed by the Budget & Finance and Legal/Community Affairs Committees)*.

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. Approve Manager, Maintenance and Technology Services and Coach, Electrical and Technology Job Classifications and Salary Range *(to be reviewed by the Personnel Committee)*.

- Motion 10. Consider a Resolution to Quitclaim Existing Sanitary Sewer Easements at 4438 Enterprise Street or along the East Side of I-880 from Butano Park Drive to Enterprise Place, in the City of Fremont *(to be reviewed by the Legal/Community Affairs Committee)*.

- Motion 11. Consider a Resolution to Accept the Construction of the Force Main Corrosion Repairs Project, Phase 2 from Cratus, Inc. and Authorize Recordation of a Notice of Completion *(to be reviewed by the Engineering and Information Technology Committee)*.

- Motion 12. Consider a Resolution to Accept Construction of the Newark Pump Station Wet Well Improvements Project from D.W. Nicholson Corporation and Authorize Recordation of a Notice of Completion *(to be reviewed by the Engineering and Information Technology Committee)*.
-
- Motion 13. Consider a Motion to Cancel the November 26, 2018, and December 24, 2018, Board of Directors Meetings.
-
- Direction 14. Update on Fats, Oils, and Grease Public Outreach Campaign *(to be reviewed by the Legal/Community Affairs Committee)*.
-
- Information 15. Capital Improvements Projects Update *(to be reviewed by the Engineering and Information Technology Committee)*.
-
- Information 16. Check Register.
-
- Information 17. Committee Meeting Reports. *(No Board action is taken at Committee meetings):*
- a. Budget & Finance Committee – Wednesday, October 3, 2018, at 10:00 a.m.
 - Director Lathi and Director Toy
 - b. Personnel Committee – Thursday, October 4, 2018, at 9:15 a.m.
 - Director Kite and Director Toy
 - c. Engineering and Information Technology Committee – Thursday, October 4, 2018, at 11:50 a.m.
 - Director Handley and Director Lathi
 - d. Legal/Community Affairs Committee – Friday, October 5, 2018, at 10:30 a.m.
 - Director Fernandez and Director Handley
 - e. Legislative Committee – will not meet.
 - f. Audit Committee – will not meet.
-
- Information 18. General Manager’s Report. *(Information on recent issues of interest to the Board)*.
-
19. 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.
-
20. Adjournment – The Board will adjourn to a Regular Meeting in the Boardroom on Monday, October 22, 2018, at 7:00 p.m.
-
21. Adjournment – The Board will then adjourn to a Special Meeting in the Alvarado Conference Room on Tuesday, October 23, 2018, at 6:00 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



BUDGET & FINANCE COMMITTEE MEETING
Committee Members: Director Lathi and Director Toy

Directors
Manny Fernandez
Tom Handley
Pat Kite
Anjali Lathi
Jennifer Toy

AGENDA
Wednesday, October 3, 2018
10:00 a.m.

Alvarado Conference Room
5072 Benson Road
Union City, CA 94587

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

Karen W. Murphy
Attorney

THIS MEETING WILL BE TELECONFERENCED WITH DIRECTOR LATHI FROM THE GUEST PARKING AREA ON OCASO CAMINO, WEST OF AND CLOSEST TO THE INTERSECTION OF PASEO PADRE PARKWAY IN FREMONT, 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 Regular Board meeting of October 8, 2018:
 - August 2018 Monthly Operations Report – Financial Reports_____
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.

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THE PUBLIC IS INVITED TO ATTEND

REVISED



Directors

Manny Fernandez
Tom Handley
Pat Kite
Anjali Lathi
Jennifer Toy

Officers

Paul R. Eldredge
*General Manager/
District Engineer*

Karen W. Murphy
Attorney

PERSONNEL COMMITTEE MEETING

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

AGENDA

Thursday, October 4, 2018

9:15 A.M.

Niles 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 Regular Board meeting of October 8, 2018:
 - Approve Manager, Maintenance and Technology Services and Coach, Electrical and Technology Job Classifications and Salary Range

5. Adjournment

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THE PUBLIC IS INVITED TO ATTEND

REVISED



Directors

Manny Fernandez
Tom Handley
Pat Kite
Anjali Lathi
Jennifer Toy

ENGINEERING AND INFORMATION TECHNOLOGY COMMITTEE MEETING

Committee Members: Director Handley and Director Lathi

Officers

Paul R. Eldredge
*General Manager/
District Engineer*

AGENDA

Thursday, October 4, 2018

11:50 A.M.

Karen W. Murphy
Attorney

Alvarado Conference Room
5072 Benson Road
Union City, CA 94587

THIS MEETING WILL BE TELECONFERENCED WITH DIRECTOR HANDLEY FROM 47209 WARM SPRINGS BOULEVARD, FREMONT, 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 Regular Board meeting of October 8, 2018:
 - ~~Consider a Resolution to Quitclaim Existing Sanitary Sewer Easements at 4438 Enterprise Street or along the East Side of I-880 from Butano Park Drive to Enterprise Place, in the City of Fremont~~
 - Consider a Resolution to Accept the Construction of the Force Main Corrosion Repairs Project, Phase 2 from Cratus, Inc. and Authorize Recordation of a Notice of Completion
 - Capital Improvements Projects Update

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

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

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

AGENDA
Friday, October 5, 2018
10:30 a.m.

Karen W. Murphy
Attorney

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 Regular Board meeting of October 8, 2018:
 - August 2018 Monthly Operations Report – Odor and Work Group Reports
 - Consider a Resolution to Quitclaim Existing Sanitary Sewer Easements at 4438 Enterprise Street or along the East Side of I-880 from Butano Park Drive to Enterprise Place, in the City of Fremont
 - Update on Fats, Oils, and Grease Public Outreach Campaign

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.

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THE PUBLIC IS INVITED TO ATTEND

**MINUTES OF THE MEETING OF THE
BOARD OF DIRECTORS OF
UNION SANITARY DISTRICT
September 24, 2018**

CALL TO ORDER

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

PLEDGE OF ALLEGIANCE

ROLL CALL

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

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

APPROVE MINUTES OF THE SPECIAL MEETING OF AUGUST 27, 2018

It was moved by Director Kite, seconded by Secretary Toy, to Approve the Minutes of the Special Meeting of August 27, 2018. Motion carried unanimously.

APPROVE MINUTES OF THE REGULAR MEETING OF SEPTEMBER 10, 2018

It was moved by Director Kite, seconded by Vice President Fernandez, to Approve the Minutes of the Regular Meeting of September 10, 2018. Motion carried unanimously.

BALANCED SCORECARD

This item was reviewed by the Legal and Community Affairs Committee.

- a. Fourth Quarter Fiscal Year 2018 District-wide Balanced Scorecard Measures – Business Services Coach Brenner provided an overview of the fourth quarter Fiscal Year 2018 Balanced Scorecard included in the Board meeting packet

- b. Balanced Scorecard for the Business Services Work Group – Business Services Coach Brenner presented the following:

Organizational Support Team Scorecard (OST) – The OST Fiscal Year 2018 balanced scorecard, included in the Board meeting packet, was updated to reflect the diversity in disciplines covered by the Team.

Finance and Acquisition Services Team Scorecard (FAST) – The FAST balanced scorecard, included in the Board meeting packet, was revamped during Fiscal Year 2018 as the newly-merged team determined measures that would provide meaningful information, establish performance baselines, and drive desired behaviors.

WRITTEN COMMUNICATIONS

There were no written communications.

ORAL COMMUNICATIONS

There were no oral communications.

CONSIDER A RESOLUTION TO ACCEPT THE CONSTRUCTION OF THE CHEMICAL TANKS AND PIPING REPLACEMENT PROJECT FROM D.W. NICHOLSON CORPORATION AND AUTHORIZE RECORDATION OF A NOTICE OF COMPLETION

This item was reviewed by the Engineering and Information Technology Committee. Technical Services Manager Ghossain stated design was completed in June 2016, and the Board awarded the construction contract to D.W. Nicholson on August 8, 2016. The Project was substantially completed June 4, 2018, and all punch list items were completed September 17, 2018. Staff recommended the Board consider a resolution to accept construction of the Chemical Tanks and Piping Replacement Project and authorize recordation of a notice of completion.

It was moved by Director Handley, seconded by Director Kite, to Adopt Resolution No. 2835 to Accept Construction of the Chemical Tanks and Piping Replacement Project Located in the City of Union City, California, from D.W. Nicholson Corporation and Authorize Recordation of a Notice of Completion. Motion carried unanimously.

INFORMATION ITEMS:

Status of Priority 1 Capital Improvement Program Projects

This item was reviewed by the Engineering and Information Technology Committee. Technical Services Manager Ghossain stated the Board approved the Capital Improvement Program (CIP) Budget for Fiscal Year 2018 (FY18) in the amount of \$10.08 million for design and construction of 30 CIP projects. The 30 projects were ranked as Priority 1, 2, or 3 based upon criteria prepared by staff and approved by the Executive Team. The status of Priority 1 projects is reviewed by the Executive Team at the end of

each quarter, and a copy of the status report was included in the Board meeting packet for review. For FY18, 10 projects were ranked as Priority 1, and remaining 20 are ranked as Priority 2 or 3

Fourth Quarterly Report on the Capital Improvement Program for FY18

This item was reviewed by the Engineering and Information Technology Committee. Technical Services Manager Ghossain stated fourth quarter expenditures for FY18 were presented on budget projection graphs included in the Board meeting packet. The graphs depict actual expenditures versus approved budget for Capacity Fund 900, Renewal and Replacement Fund 800, as well as for both funds combined. Total CIP expenditures up to June 30, 2018, were under the approved budget by \$1,885,000.

Check Register

Staff answered Board questions regarding the Check Register.

COMMITTEE MEETING REPORTS:

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

GENERAL MANAGER'S REPORT:

General Manager Eldredge reported the following:

- Introduced Jose Rodrigues, recently promoted to Collection Services Maintenance/TV Team Coach.
- The Union City State of the City Luncheon will be held at the Union City Masonic Home on October 11, 2018.
- The District's Annual Employee Recognition lunch will be held at the District on Wednesday, October 17, 2018.
- The first of two Closed Sessions for the General Manager's Annual Evaluation will be held October 1, 2018.
- Director Kite participated in the annual Newark Days parade on September 22, 2018.

OTHER BUSINESS:

There was no other business.

ADJOURNMENT:

The meeting was adjourned at 7:36 p.m. to a Special Meeting in the Alvarado Conference Room on Monday, October 1, 2018, at 6:00 p.m.

SUBMITTED:

ATTEST:

REGINA McEVOY
BOARD CLERK

JENNIFER TOY
SECRETARY

APPROVED:

ANJALI LATHI
PRESIDENT

Adopted this 8th day of October 2018

**MINUTES OF THE SPECIAL MEETING OF THE
BOARD OF DIRECTORS OF
UNION SANITARY DISTRICT
October 1, 2018**

CALL TO ORDER

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

ROLL CALL

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

STAFF: Paul Eldredge, General Manager
Karen Murphy, District Counsel
Gene Boucher, Human Resources Manager

ORAL COMMUNICATIONS

There were no oral communications.

CLOSED SESSION

The Board adjourned to Closed Session for the following:

PUBLIC EMPLOYEE PERFORMANCE EVALUATION
Pursuant to Government Code Section 54957
Title: General Manager

CONFERENCE WITH LABOR NEGOTIATORS
Agency designated representatives: Vice President Fernandez and Secretary Toy
Unrepresented employee: General Manager

The Board reconvened to Open Session. President Lathi reported there was no reportable action.

ADJOURNMENT:

The special meeting was adjourned at approximately 8:00 p.m. to the next Regular Board Meeting in the Boardroom on Monday, October 8, 2018, at 7:00 p.m.

SUBMITTED:

ATTEST:

REGINA McEVOY
BOARD CLERK

JENNIFER TOY
SECRETARY

APPROVED:

ANJALI LATHI
PRESIDENT

Adopted this 8th day of October, 2018



Directors
Manny Fernandez
Tom Handley
Pat Kite
Anjali Lathi
Jennifer Toy

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

Karen W. Murphy
Attorney

DATE: October 1, 2018

MEMO TO: Board of Directors - Union Sanitary District

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

SUBJECT: Agenda Item No. 6 – Regular Meeting of October 8, 2018
Information Item: **Monthly Operations Report for August 2018**

Background

Attached are Monthly Operations Reports for August 2018. Staff is available to answer questions regarding information contained in the report.

Work Group Managers

| | | |
|--|-----------------|-----|
| General Manager/Administration | Paul Eldredge | GM |
| 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:

During the month of August 2018, there were two odor complaints received by the Collection System. Details regarding the odor complaints were included in the August 2018 Odor Report.

SAFETY:

- No new injuries or incidents were reported.
- We had the lost time injury in February and the employee is now back to full duty with no restrictions.
- We have shifted back to using Fremont Urgent Care for physicals and emergency medical services.

- We had a contractor get injured onsite. As he climbed down scaffolding in digester 3, he slipped. When he caught himself, the tendon in his arm popped. He was transported to the hospital.

STAFFING & PERSONNEL:

Completed Recruitments Resulting in Promotions:

- Coach, Collection Services – Jose Rodrigues promoted effective 9/3/18

Other Completed Recruitments:

- Organizational Performance Manager – Karoline Terrazas reclassified effective 8/19/18

Recruitments Opened:

- Organizational Performance Coordinator I/II (Due to consolidation of Organizational Performance Programs Manager and the Training and Emergency Response Programs Manager position.)

Continuing Recruitments:

- Assistant/Associate Engineer (replacement for Chris Elliott resignation)
- Collection Services Planner/Scheduler (replacement for Jose Rodrigues promotion)
- Collection Services Mechanic II (replacement for Jose Ledesma retirement)

Other Accomplishments:

- Contract negotiations on-going.
- Annual Unclassified Employees performance evaluations and merit increases completed.
- Human Resources Staff attended training on recent Supreme Court Janus decision.
- Office Ergonomics training held for staff.
- HR Analyst attended CalPERS HealthCare training.
- Alternate Compensation Program Awards held.
- ICMA-RC Quarterly Retirement Seminar held.
- ICMA-RC Quarterly Individual Employee meetings held.

G.M. ACTIVITIES: For the month of August, the General Manager was involved in the following:

- Attended the East Bay Dischargers Authority (EBDA) Managers Advisory Committee meeting
- Attended the East Bay Dischargers Authority Meeting
- Attended the Annual California Association of Sanitation Agencies Conference
- Conducted the District Update Board Workshop
- Attended a Coordinating Lunch with Alameda County Water District General Manager

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



ODOR REPORT August 2018

During the recording period from August 01, 2018 through August 31, 2018, there were two odor related service requests received by Collection Services.

City: Fremont

1. Complaint Details:

Date: 8/16/2018

Location: OLIVE ST

Wind (from): N/A

Temperature: 72 Degrees F

Time: 9:00 am

Reported By: Ron from ACWD

Wind Speed: N/A mph

Weather: Clear

Response and Follow-up:

ACWD called the District and thought he detected sewer smells. Upon arrival, I detected no odors. I checked the sewer lines in the area and they were functioning normally.

2. Complaint Details:

Date: 8/22/2018

Location: HANDEL CM

Wind (from): North

Temperature: 68 Degrees F

Time: 8:30 am

Reported By: Mr. Pochi

Wind Speed: 5 mph

Weather: Overcast

Response and Follow-up:

We checked our two structures adjacent to the address and we found no odors. While checking out the odor, I did notice an odor coming from the Khorasam Market. I followed the smell of the odor and did discover a grocery cart full of rotting food. I called the CS Coach who referred me to Mike Dunning in EC. I relayed my findings to Mr. Pochi and told him that our EC group will be following up with him.

Treatment Plant (Union City)

During the recording period from August 01, 2018 through August 31, 2018, there were three odor related service requests received by the Treatment Plant.

1. Complaint Details:

Date: 8/27/2018

Location: MACKINAW ST

Wind (from): West

Temperature: 62 Degrees F

Time: 6:35 pm

Reported By: Sam Dua

Wind Speed: 10 mph

Weather: Partly Cloudy

Tide Information:

High Tide Reading: 6.0 FT/Time

Low Tide Reading: -0.1 FT/Time

High Tide Time: 1:57 AM

Low Tide Time: 9:09 AM

Response and Follow-up:

- USD Staff dispatched to complaint location? Yes
- Was any odor detected at the complaint location? Yes
 - If yes, was odor attributed to USD? An odor was detected but not attributable to USD. Cause of odor was unknown.
- Were any odors detected at the Plant? No
 - If yes, what odors were found? At the resident's address, no odor was detected. At the edges of the neighborhood, there was a slight secondary smell could be detected in two areas.
- Additional Information: N/A

2. Complaint Details:

Date: 8/30/2018

Location: MACKINAW ST

Wind (from): Northwest

Temperature: 70 Degrees F

Tide Information:

High Tide Reading: 5.8 FT/Time

High Tide Time: 04:00 PM

Low Tide Reading: 0.3 FT/Time

Low Tide Time: 10:45 AM

Time: 4:55 pm

Reported By: Sam Dua

Wind Speed: 10 mph

Weather: Clear

Response and Follow-up:

- USD Staff dispatched to complaint location? Yes
- Was any odor detected at the complaint location? No
 - 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: N/A

3. Complaint Details:

Date: 8/31/2018

Location: MACKINAW ST

Wind (from): West

Temperature: 59 Degrees F

Tide Information:

High Tide Reading: 5.9 FT/Time

High Tide Time: 4:38 PM

Low Tide Reading: 0.4 FT/Time

Low Tide Time: 11:23 AM

Time: 11:52 pm

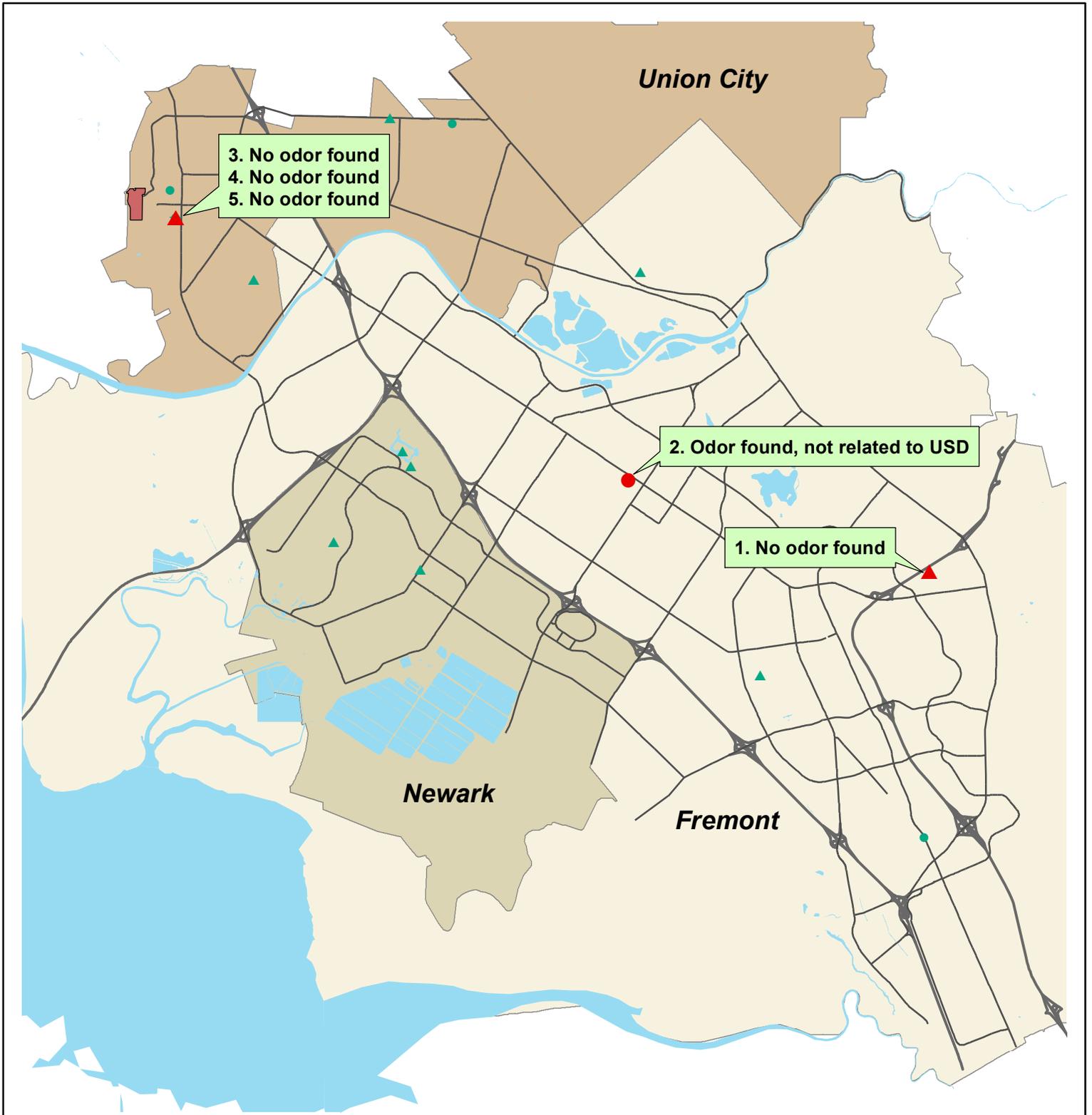
Reported By: Sam Dua

Wind Speed: 3.3 mph

Weather: Clear

Response and Follow-up:

- USD Staff dispatched to complaint location? Yes
- Was any odor detected at the complaint location? No
 - 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: No odors were detected, but placed Piian pumps in hand anyway since they are usually off at that time of night.



Legend

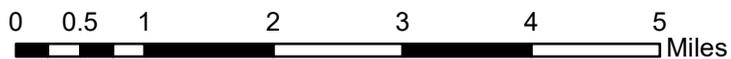
Odor Complaints: August 2018

- ★ Odor found, USD resolved (0)
- Odor found, not related to USD (1)
- ▲ No odor found (4)

Odor Complaints: Sep. 2017 to Jul. 2018

- ★ Odor found, USD resolved (1)
- Odor found, not related to USD (4)
- ▲ No odor found (14)

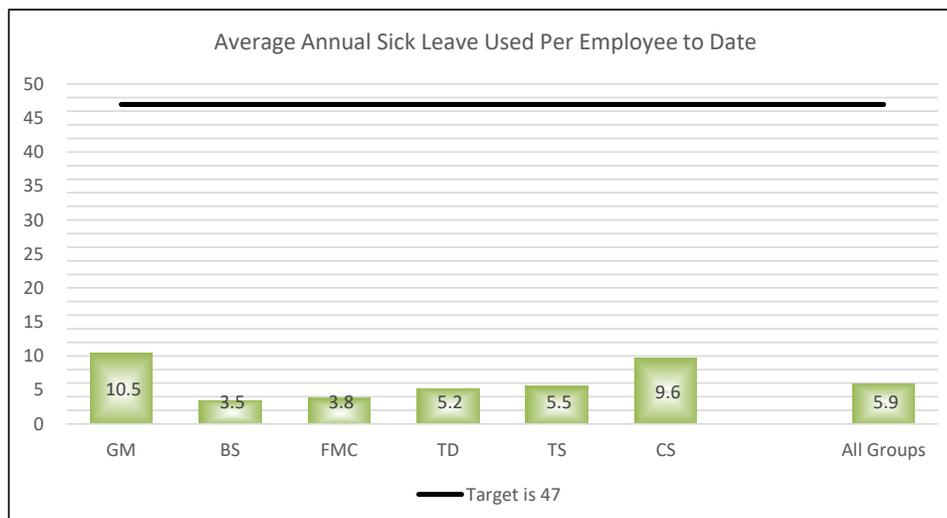
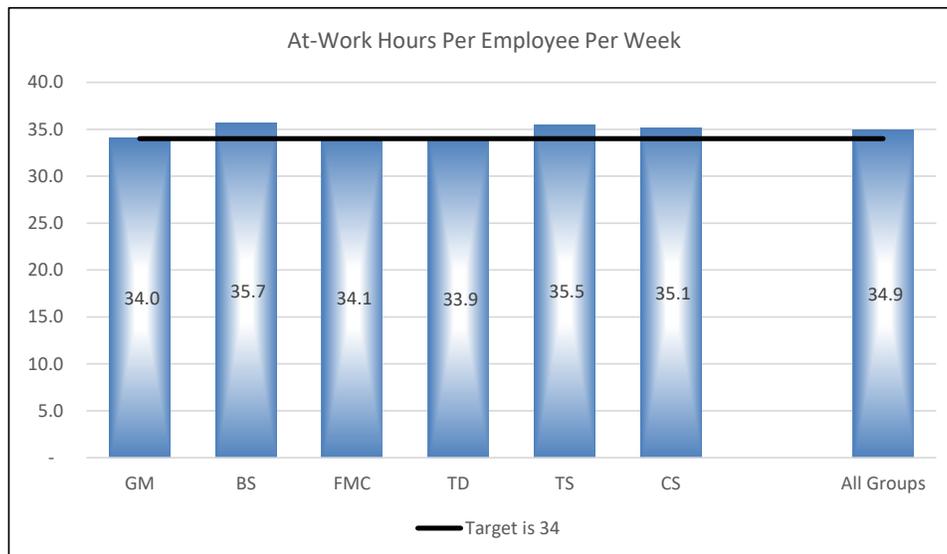
**Location of Odor Reports
September 2017 to August 2018**



HOURS WORKED AND LEAVE TIME BY WORK GROUP

June 28, 2018 through August 17, 2018

Weeks to Date: 8 out of 52 (15.38%)



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 28, 2018 through August 17, 2018

Weeks to Date: 8 out of 52 (15.38%)

| 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 | FY17 | | |
|-------------------|-----------------------------|------------------|---------------|-------------------------------------|-------------------|-----------------------|--------------|---------------|---|-----------------------------|-------------------------------------|------------------------|
| | | 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 | 521.00 | 14.00 | 34.0 | 98.00 | - | - | 21.00 | 10.5 | 2 | 35.7 | 34.6 |
| BS | 16 | 4,470.50 | 11.25 | 35.7 | 594.25 | - | - | 55.25 | 3.5 | 21 | 34.2 | 33.5 |
| FMC | 28 | 7,380.00 | 121.25 | 34.1 | 1,457.50 | - | 15.50 | 107.00 | 3.8 | 23 | 34.2 | 48.4 |
| TD | 27 | 7,044.25 | 141.16 | 33.9 | 1,115.60 | 12.38 | - | 139.62 | 5.2 | 27 | 34.7 | 39.1 |
| TS | 32 | 8,912.02 | 14.33 | 35.5 | 1,150.98 | - | - | 177.00 | 5.5 | 32 | 34.9 | 47.3 |
| CS | 31 | 8,194.08 | 359.25 | 35.1 | 1,354.58 | 76.68 | - | 298.41 | 9.6 | 31 | 34.1 | 77.6 |
| All Groups | 136 | 36,666.35 | 661.24 | 34.9 | 5,770.91 | 89.06 | 15.50 | 805.78 | 5.9 | 136 | 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 2019

Year-to-date as of 8/31/18

16.67% of year elapsed

| <u>Revenues</u> | Budget | Actual | % of Budget Rec'd | Unaudited Last Year Actuals 6/30/18 |
|---|----------------------|-----------------------|-------------------|-------------------------------------|
| Capacity Fees | \$ 16,211,521 | \$ 4,723,617 | 29% | \$ 23,623,947 |
| Sewer Service Charges | 57,016,142 | - | 0% | 51,598,629 |
| Operating (Work Groups) | 1,326,550 | 194,996 | 15% | 1,399,533 |
| Interest | 650,000 | 1,372,950 | 211% | 1,675,655 |
| Misc. (LAVWMA, Admin Fines, Forfeited Deposits) | 250,000 | 3,933 | 2% | 118,848 |
| Subtotal Revenues | \$ 75,454,213 | \$ 6,282,699 | 8% | \$ 78,416,612 |
| SRF Loan Proceeds | - | - | | 455,642 |
| Total Revenues + SRF Proceeds | \$ 75,454,213 | \$ 6,282,699 | 8% | \$ 78,872,254 |
| <u>Expenses</u> | Budget | Actual | % of Budget Used | Last Year Actuals |
| Capital Improvement Program: | | | | |
| Capacity Proj. | \$ 3,150,000 | \$ 164,248 | 5% | \$ 2,075,899 |
| Renewal & Repl. Proj. | 6,142,500 | 44,264 | 1% | 4,795,992 |
| Operating | 39,162,656 | 4,973,105 | 13% | 33,803,950 |
| Special Projects | 1,410,000 | 55,912 | 4% | 861,694 |
| Retiree Medical (ADC) | 626,089 | - | 0% | 708,015 |
| Vehicle & Equipment | 660,201 | 508,306 | 77% | 552,020 |
| Information Systems | 712,300 | 273,928 | 38% | 321,769 |
| Plant & Pump Stat. R&R | 500,000 | - | 0% | 219,622 |
| Emerg. Fund | - | - | 0% | - |
| Pretreatment Fund | 7,000 | - | 0% | 2,076 |
| Cty Fee for SSC Admin. | 107,000 | - | 0% | 107,581 |
| Debt Servicing: | | | | |
| SRF Loans | 3,902,080 | 1,319,228 | 34% | 4,254,481 |
| Total Expenses | \$ 56,379,826 | \$ 7,338,989 | 13% | \$ 47,703,098 |
| Total Revenue & Proceeds less Expenses | \$ 19,074,387 | \$ (1,056,291) | | 31,169,156 |

Operating (Work Group) Expenses

| | Budget | Actual | % of Budget Used | Unaudited Last Year Actuals |
|------------------------------------|----------------------|---------------------|------------------|-----------------------------|
| Board of Directors | \$ 179,111 | \$ 18,949 | 11% | \$ 128,924 |
| General Manager/Admin. | 1,043,506 | 96,406 | 9% | 703,663 |
| Business Services | 3,762,036 | 427,978 | 11% | 4,313,340 |
| Collection Services | 6,888,191 | 909,248 | 13% | 6,292,903 |
| Technical Services | 6,347,451 | 847,097 | 13% | 5,645,524 |
| Treatment & Disposal Services | 12,025,839 | 1,519,137 | 13% | 10,299,467 |
| Fabrication, Maint. & Construction | 8,264,514 | 1,005,977 | 12% | 5,953,854 |
| Non-Departmental | 652,008 | 148,313 | 23% | 466,275 |
| Total | \$ 39,162,656 | \$ 4,973,105 | 13% | \$ 33,803,950 |

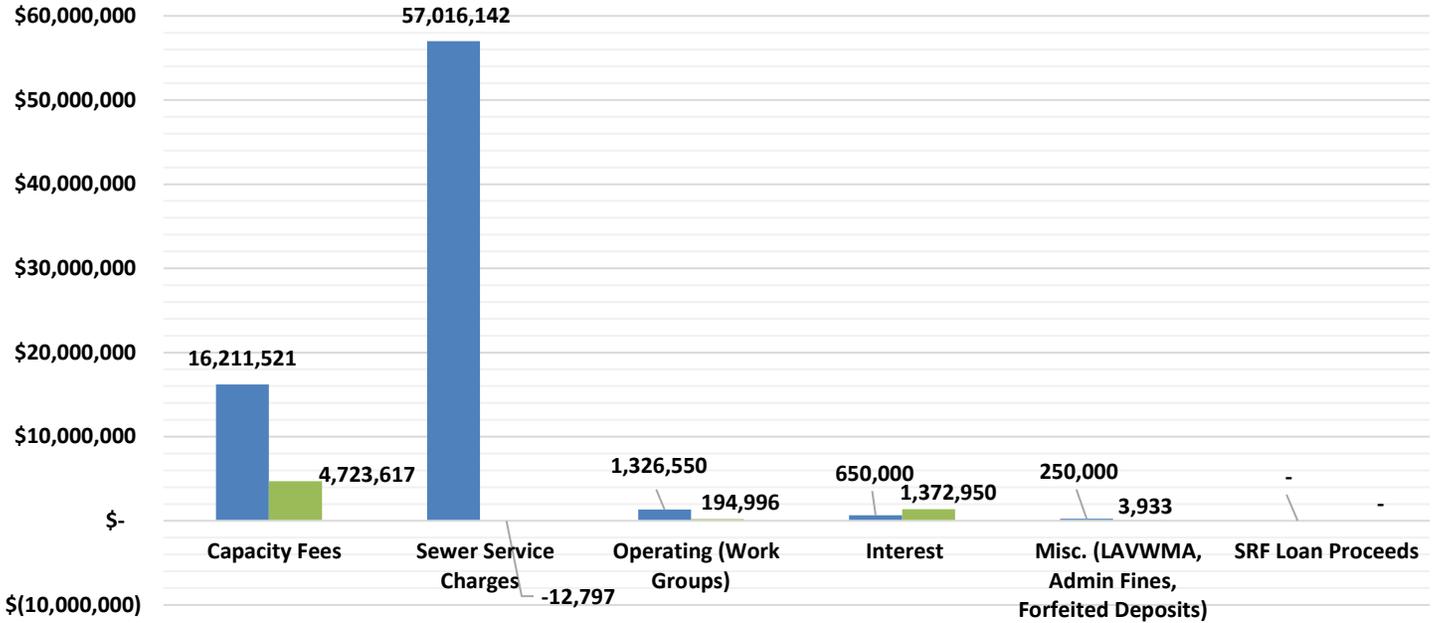
Operating (Work Group) Expenses by Type

| | Budget | Actual | % of Budget Used | Last Year Actuals |
|--|----------------------|---------------------|------------------|----------------------|
| Personnel (incl D&E) | \$ 26,614,085 | \$ 3,542,999 | 13% | \$ 23,623,183 |
| Repairs & Maintenance | 2,256,450 | 235,932 | 10% | 2,102,059 |
| Supplies & Matls (chemicals, small tools) | 3,182,740 | 310,420 | 10% | 2,338,977 |
| Outside Services (utilities, biosolids, legal) | 6,764,691 | 875,125 | 13% | 5,591,884 |
| Fixed Assets | 344,690 | 8,629 | 3% | 147,848 |
| Total | \$ 39,162,656 | \$ 4,973,105 | 13% | \$ 33,803,950 |

REVENUES AND EXPENSES REPORT
as of 8/31/18

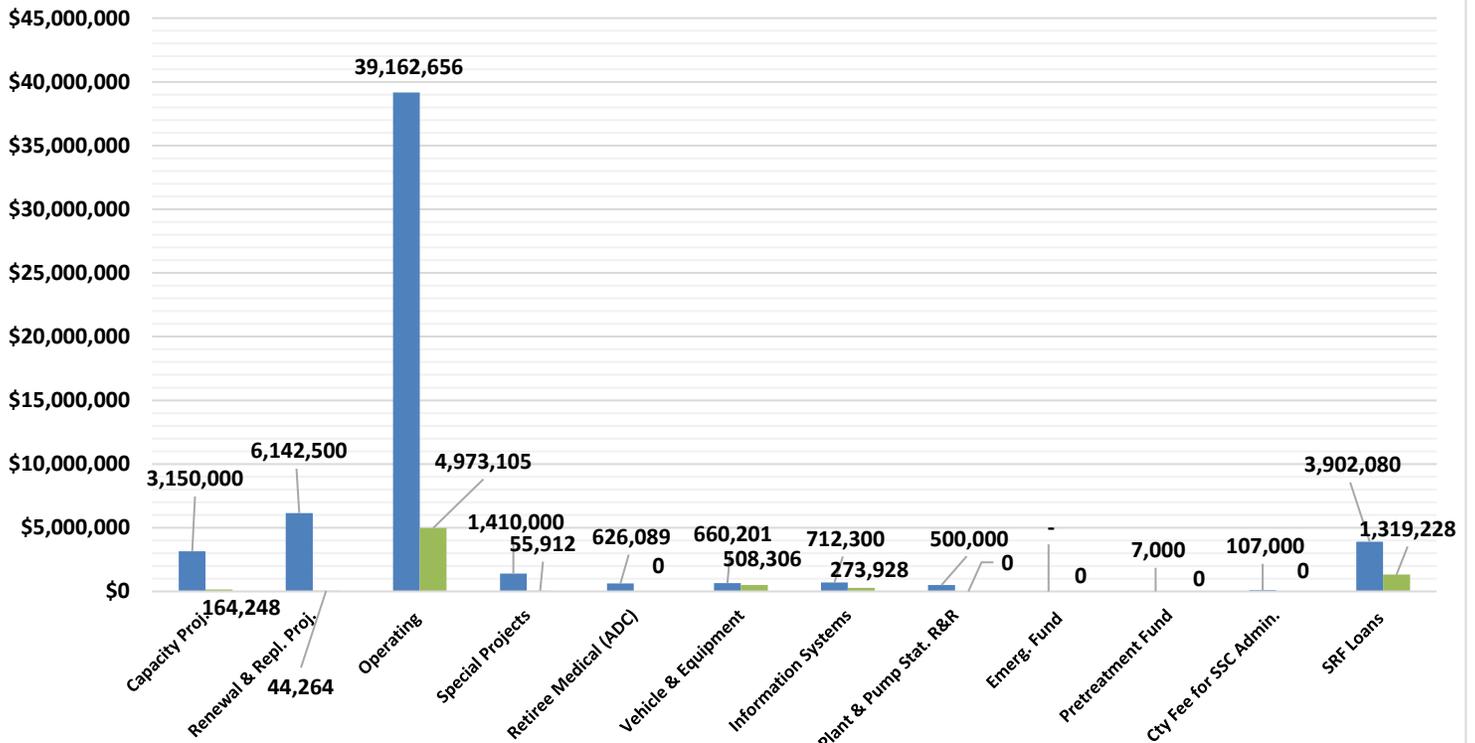
Total Revenues

■ Budget ■ Actual



Total Expenses

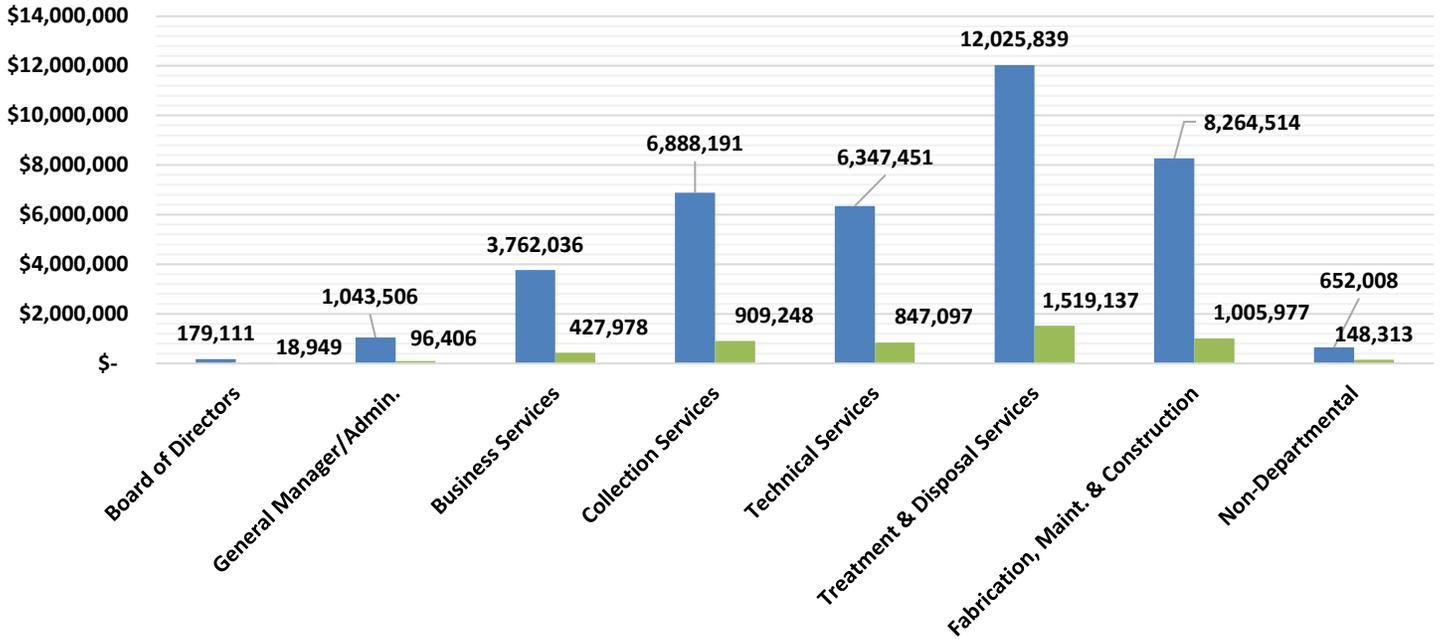
■ Budget ■ Actual



REVENUES AND EXPENSES REPORT
as of 8/31/18

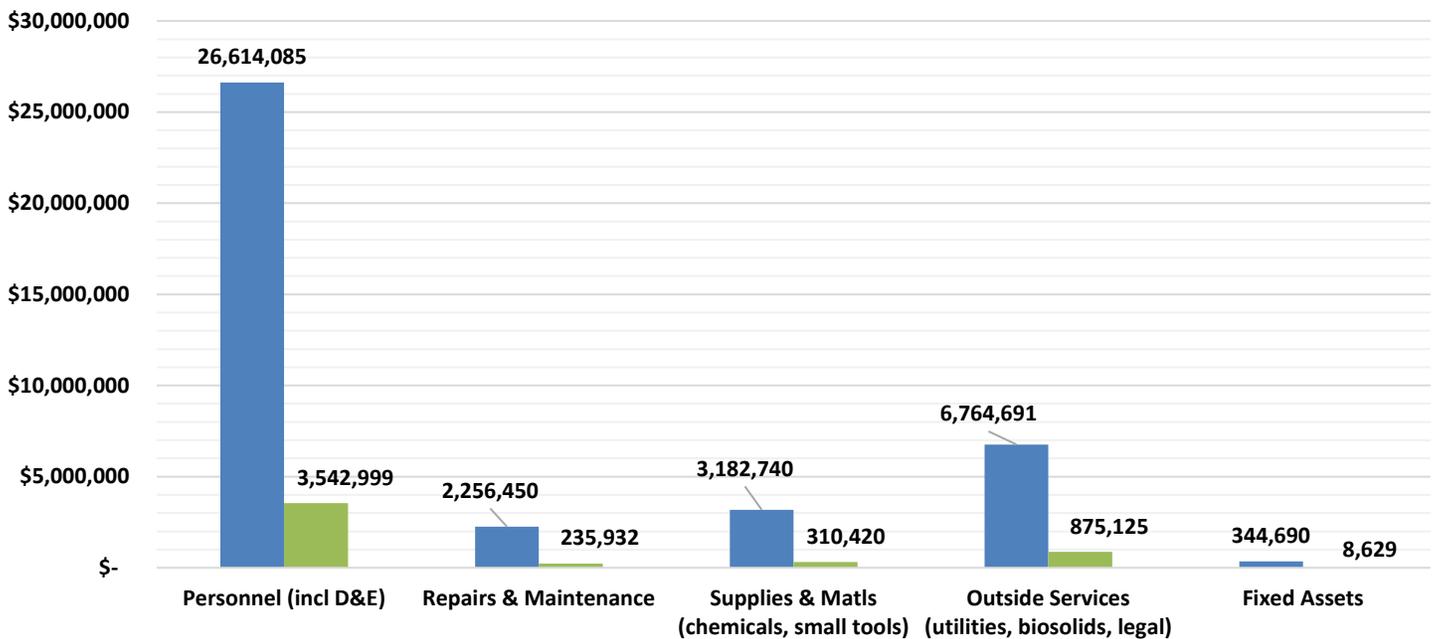
Operating Expenses by Work Group

■ Budget ■ Actual



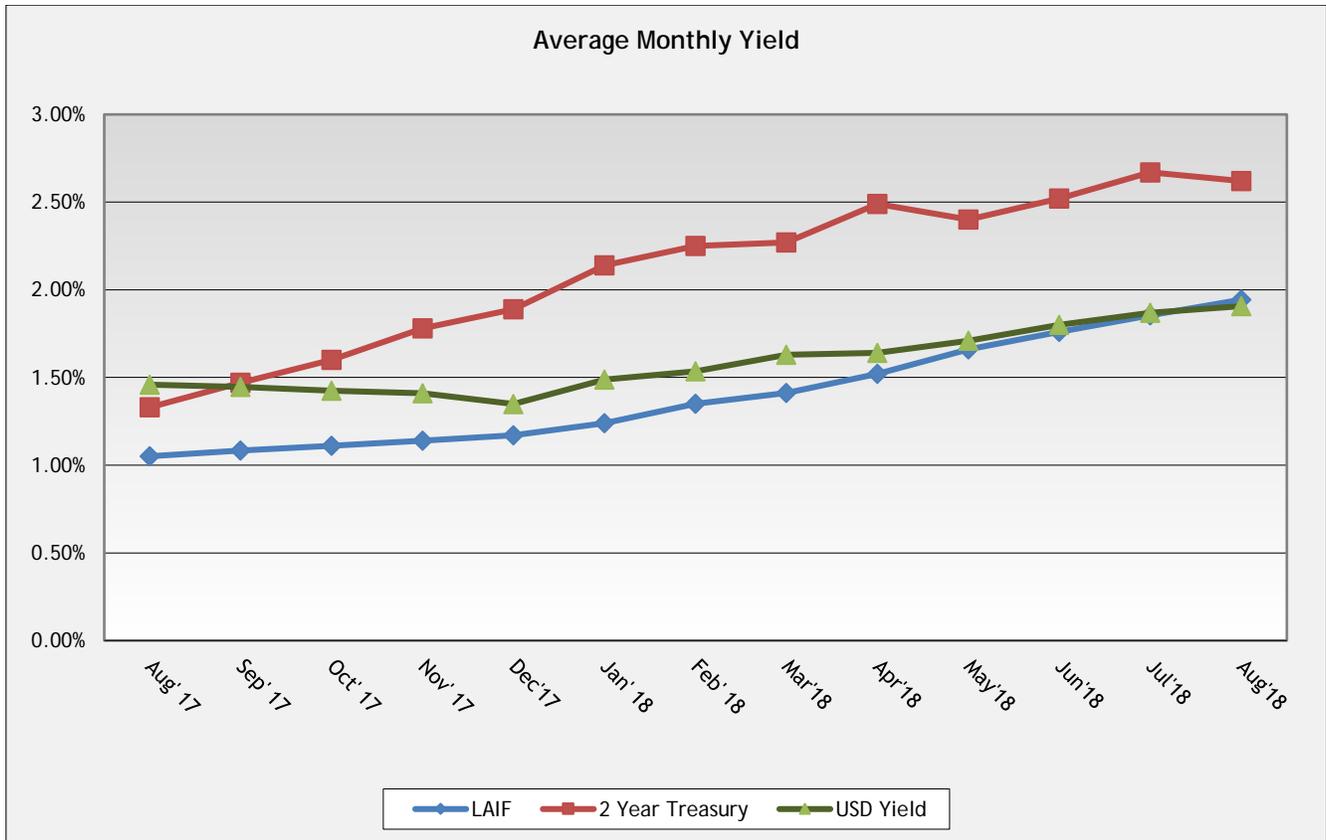
Operating Expenses by Type

■ Budget ■ Actual

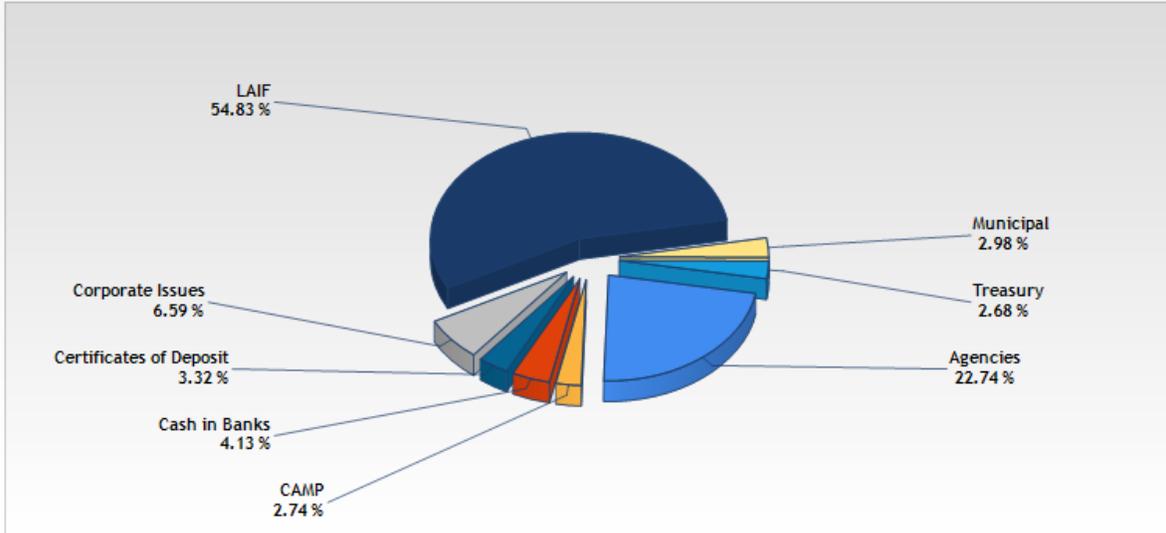


**Business Services Group
August 2018**

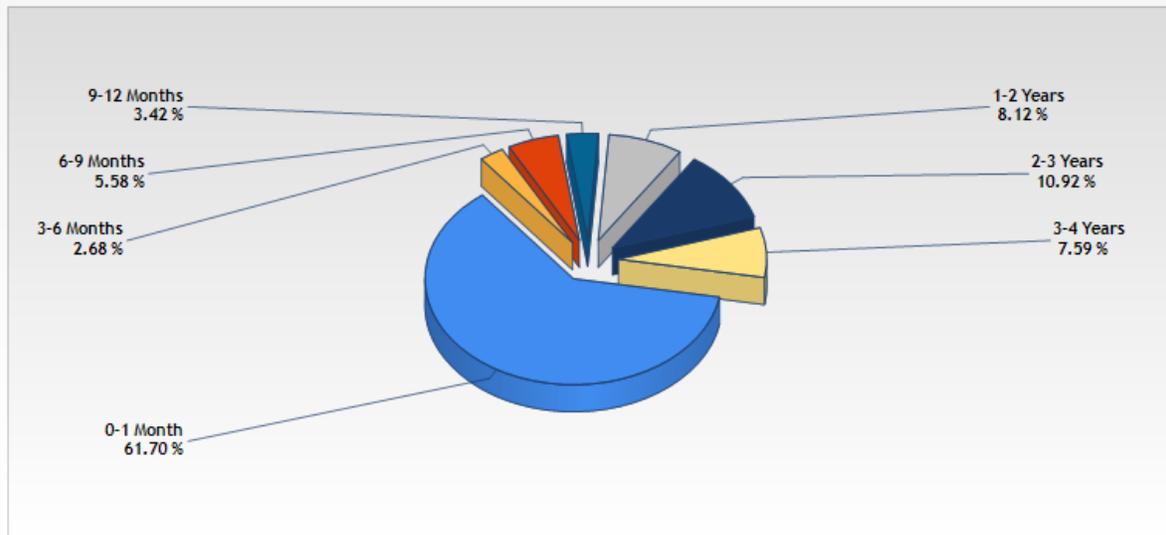
Performance Measures for the USD Investment Portfolio



Portfolio Holdings Distribution by Asset Class



Portfolio Holdings Distribution by Maturity Range



| Maturity Range | Face Amount/Shares | YTM @ Cost | Cost Value | Days To Maturity | % of Portfolio | Market Value | Book Value | Duration To Maturity |
|------------------------|-----------------------|--------------|-----------------------|------------------|----------------|-----------------------|-----------------------|----------------------|
| 0-1 Month | 69,161,876.59 | 1.976 | 69,161,876.59 | 1 | 61.70 | 69,161,876.59 | 69,161,876.59 | 0.00 |
| 3-6 Months | 3,000,000.00 | 1.285 | 2,999,100.00 | 123 | 2.68 | 2,990,175.00 | 2,999,818.75 | 0.33 |
| 6-9 Months | 6,248,000.00 | 1.247 | 6,251,000.00 | 221 | 5.58 | 6,208,059.11 | 6,248,126.22 | 0.60 |
| 9-12 Months | 3,828,000.00 | 1.461 | 3,838,130.00 | 322 | 3.42 | 3,799,655.70 | 3,831,834.15 | 0.87 |
| 1-2 Years | 8,906,000.00 | 1.779 | 9,102,901.85 | 530 | 8.12 | 8,874,392.36 | 8,996,523.26 | 1.42 |
| 2-3 Years | 12,245,000.00 | 1.990 | 12,239,792.28 | 954 | 10.92 | 11,969,318.45 | 12,245,983.33 | 2.55 |
| 3-4 Years | 8,483,000.00 | 2.268 | 8,506,279.67 | 1,250 | 7.59 | 8,277,460.83 | 8,499,968.73 | 3.29 |
| TOTAL / AVERAGE | 111,871,876.59 | 1.907 | 112,099,080.39 | 269 | 100 | 111,280,938.04 | 111,984,131.03 | 0.72 |

Union Sanitary District
 Portfolio Holdings
 Board Report - Holdings
 Report Format: By Transaction
 Group By: Asset Class
 Average By: Cost Value
 Portfolio / Report Group: All Portfolios
 As of 8/31/2018

| 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 1.17 5/16/2019-17 | 3133EF7L5 | Moody-Aaa | 5/16/2016 | 1,000,000.00 | 1,000,000.00 | 1.170 | 990,881.00 | 1.170 | | 5/16/2019 | 0.89 |
| FFCB 1.3 11/25/2019-16 | 3133EGBK0 | Moody-Aaa | 5/25/2016 | 1,000,000.00 | 997,950.00 | 1.300 | 983,751.00 | 1.360 | | 11/25/2019 | 0.89 |
| FFCB 1.35 6/24/2019 | 3133EEZ60 | Moody-Aaa | 5/24/2017 | 1,000,000.00 | 1,003,480.00 | 1.350 | 992,663.00 | 1.180 | | 6/24/2019 | 0.90 |
| FFCB 1.37 12/27/2018-17 | 3133EGZ24 | None | 12/27/2016 | 1,000,000.00 | 1,000,000.00 | 1.370 | 996,824.00 | 1.370 | | 12/27/2018 | 0.89 |
| FFCB 1.59 3/23/2020-17 | 3133EFR25 | Moody-Aaa | 3/23/2016 | 1,000,000.00 | 1,000,000.00 | 1.590 | 984,107.00 | 1.590 | | 3/23/2020 | 0.89 |
| FFCB 1.7 5/3/2021-17 | 3133EF5T0 | Moody-Aaa | 5/3/2016 | 1,000,000.00 | 1,000,000.00 | 1.700 | 972,784.00 | 1.700 | | 5/3/2021 | 0.89 |
| FHLB 1.24 1/23/2019-18 | 3130AAN20 | Moody-Aaa | 2/2/2017 | 1,000,000.00 | 999,100.00 | 1.240 | 996,071.00 | 1.286 | | 1/23/2019 | 0.89 |
| FHLB 1.375 2/28/2019-17 | 3130ABEH5 | Moody-Aaa | 5/30/2017 | 1,000,000.00 | 1,000,000.00 | 1.375 | 995,373.00 | 1.375 | | 2/28/2019 | 0.89 |
| FHLB 1.93 12/21/2020-17 | 3130AADQ8 | None | 12/21/2016 | 1,000,000.00 | 1,000,000.00 | 1.930 | 978,220.00 | 1.930 | | 12/21/2020 | 0.89 |
| FHLB 2 10/26/2021-19 | 3130AB3D6 | None | 4/26/2017 | 1,000,000.00 | 1,000,000.00 | 2.000 | 972,510.00 | 2.000 | 4/26/2019 | 10/26/2021 | 0.89 |
| FHLB 2.05 12/29/2021-17 | 3130AAET1 | Moody-Aaa | 12/29/2016 | 1,000,000.00 | 1,000,000.00 | 2.050 | 973,664.00 | 2.050 | 9/29/2018 | 12/29/2021 | 0.89 |
| FHLB 2.4 12/22/2021-17 | 3130AAHC5 | None | 12/22/2016 | 1,000,000.00 | 1,000,000.00 | 2.400 | 980,932.00 | 2.400 | | 12/22/2021 | 0.89 |
| FHLB Step 4/28/2021-16 | 3130A7PR0 | Moody-Aaa | 4/28/2016 | 1,000,000.00 | 1,000,000.00 | 1.500 | 989,109.00 | 2.114 | 10/28/2018 | 4/28/2021 | 0.89 |
| FHLB Step 4/28/2021-16 | 3130A7QX6 | Moody-Aaa | 4/28/2016 | 1,000,000.00 | 1,000,000.00 | 1.500 | 982,190.00 | 2.021 | | 4/28/2021 | 0.89 |
| FHLMC 1.2 12/14/2018-17 | 3134GAZU1 | None | 12/14/2016 | 1,000,000.00 | 1,000,000.00 | 1.200 | 997,280.00 | 1.200 | 9/14/2018 | 12/14/2018 | 0.89 |
| | 3134G8XQ7 | | 4/28/2016 | 1,000,000.00 | 1,000,000.00 | 1.250 | 985,236.00 | 1.250 | | 10/28/2019 | 0.89 |

| 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 1.25 10/28/2019-17 | | Moody's-Aaa | | | | | | | | | |
| FHLMC 1.4 6/14/2019-17 | 3134GBRH7 | Moody's-Aaa | 6/14/2017 | 1,000,000.00 | 1,000,000.00 | 1.400 | 992,132.00 | 1.400 | | 6/14/2019 | 0.89 |
| FHLMC 1.41 4/26/2019-18 | 3134GBEG3 | None | 4/26/2017 | 1,000,000.00 | 1,000,000.00 | 1.410 | 993,870.00 | 1.410 | | 4/26/2019 | 0.89 |
| FHLMC 1.5 12/30/2019-17 | 3134GAYY4 | S&P-AA+ | 12/30/2016 | 1,000,000.00 | 1,000,000.00 | 1.500 | 985,784.00 | 1.500 | 9/30/2018 | 12/30/2019 | 0.89 |
| FHLMC 1.5 9/9/2019-18 | 3134GA7A6 | Moody's-Aaa | 5/10/2017 | 1,000,000.00 | 1,000,000.00 | 1.500 | 989,782.00 | 1.500 | | 9/9/2019 | 0.89 |
| FHLMC 2 12/30/2021-17 | 3134GAYV0 | None | 12/30/2016 | 1,000,000.00 | 1,000,000.00 | 2.000 | 972,674.00 | 2.000 | 9/30/2018 | 12/30/2021 | 0.89 |
| FHLMC Step 4/28/2021-16 | 3134G8VZ9 | Moody's-Aaa | 4/28/2016 | 2,500,000.00 | 2,500,000.00 | 1.375 | 2,448,955.00 | 2.116 | | 4/28/2021 | 2.23 |
| FHLMC Step 4/28/2021-16 | 3134G8ZZ8 | Moody's-Aaa | 5/10/2016 | 1,000,000.00 | 999,500.00 | 1.125 | 982,449.00 | 2.044 | 10/28/2018 | 4/28/2021 | 0.89 |
| FNMA 1.5 6/16/2021-16 | 3136G3QX6 | Moody's-Aaa | 6/16/2016 | 1,000,000.00 | 995,000.00 | 1.500 | 962,551.00 | 1.604 | 9/16/2018 | 6/16/2021 | 0.89 |
| Sub Total / Average | | | | 25,500,000.00 | 25,495,030.00 | 1.521 | 25,099,792.00 | 1.676 | | | 22.74 |
| CAMP | | | | | | | | | | | |
| CAMP LGIP | LGIP4000 | None | 5/31/2011 | 3,070,948.91 | 3,070,948.91 | 2.120 | 3,070,948.91 | 2.120 | N/A | N/A | 2.74 |
| Sub Total / Average | | | | 3,070,948.91 | 3,070,948.91 | 2.120 | 3,070,948.91 | 2.120 | | | 2.74 |
| Cash in Banks | | | | | | | | | | | |
| Union Bank Cash | LGIPUNIONBANK | None | 12/31/2016 | 4,627,016.70 | 4,627,016.70 | 1.590 | 4,627,016.70 | 1.590 | N/A | N/A | 4.13 |
| Sub Total / Average | | | | 4,627,016.70 | 4,627,016.70 | 1.590 | 4,627,016.70 | 1.590 | | | 4.13 |
| Certificates of Deposit | | | | | | | | | | | |
| Ally Bank 1.35 10/28/2019 | 02006LQ48 | None | 10/27/2016 | 248,000.00 | 248,000.00 | 1.350 | 244,052.58 | 1.350 | | 10/28/2019 | 0.22 |
| American Expr Centurion 2.45 4/5/2022 | 02587DN38 | None | 4/5/2017 | 247,000.00 | 247,000.00 | 2.450 | 240,021.26 | 2.450 | | 4/5/2022 | 0.22 |
| Belmont Savings Bank 2.15 3/22/2022 | 080515BV0 | None | 3/20/2017 | 248,000.00 | 248,000.00 | 2.150 | 240,328.37 | 2.150 | | 3/22/2022 | 0.22 |
| BMW Bank 2.15 3/10/2022 | 05580AGR9 | None | 3/10/2017 | 247,000.00 | 247,000.00 | 2.150 | 239,452.67 | 2.150 | | 3/10/2022 | 0.22 |
| Capital One Bank 1.5 10/26/2020 | 140420L99 | None | 10/26/2016 | 248,000.00 | 248,000.00 | 1.500 | 239,902.80 | 1.500 | | 10/26/2020 | 0.22 |
| Comenity Capital 1.25 4/11/2019 | 20033ASR8 | None | 10/25/2016 | 248,000.00 | 248,000.00 | 1.250 | 246,405.11 | 1.250 | | 4/11/2019 | 0.22 |

| 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 |
|--|--------------|-----------------|-----------------|----------------------|----------------------|--------------|----------------------|--------------|----------------|---------------|----------------|
| Discover Bank 2.25 12/29/2021 | 254672Y36 | None | 12/29/2016 | 247,000.00 | 247,000.00 | 2.250 | 240,806.72 | 2.250 | | 12/29/2021 | 0.22 |
| JP Morgan Chase Bank 1.1 7/15/2019 | 48125Y5L4 | None | 7/15/2016 | 249,000.00 | 249,000.00 | 1.100 | 246,514.23 | 1.100 | | 7/15/2019 | 0.22 |
| Lakeside Bank 1.75 5/29/2020 | 51210SMU8 | None | 5/30/2017 | 249,000.00 | 249,000.00 | 1.750 | 244,938.56 | 1.750 | | 5/29/2020 | 0.22 |
| Landmark Bank 2.1 3/29/2021-17 | 51506VCA9 | None | 3/29/2017 | 248,000.00 | 248,000.00 | 2.100 | 242,965.60 | 2.100 | 9/27/2018 | 3/29/2021 | 0.22 |
| Ponce De Leon Federal Bank 1.85 5/28/2021 | 732333AJ8 | None | 5/31/2017 | 249,000.00 | 249,000.00 | 1.850 | 241,767.05 | 1.850 | | 5/28/2021 | 0.22 |
| State Bank of India 2.25 1/26/2022 | 8562846A7 | None | 1/26/2017 | 247,000.00 | 247,000.00 | 2.250 | 240,596.03 | 2.250 | | 1/26/2022 | 0.22 |
| Summit Community Bank 1.65 5/29/2020 | 86604XLT1 | None | 5/31/2017 | 249,000.00 | 249,000.00 | 1.650 | 244,514.02 | 1.650 | | 5/29/2020 | 0.22 |
| Synchrony Bank 2.3 2/24/2022 | 87165ELT2 | None | 2/28/2017 | 247,000.00 | 247,000.00 | 2.300 | 240,781.78 | 2.300 | | 2/24/2022 | 0.22 |
| Wells Fargo Bank 1.15 7/22/2019 | 9497486R3 | None | 7/20/2016 | 249,000.00 | 249,000.00 | 1.150 | 246,392.97 | 1.150 | | 7/22/2019 | 0.22 |
| Sub Total / Average | | | | 3,720,000.00 | 3,720,000.00 | 1.816 | 3,639,439.75 | 1.816 | | | 3.32 |
| Corporate Issues | | | | | | | | | | | |
| American Express Credit 2.7 3/3/2022 | 0258M0EG0 | Moody's-A2 | 5/15/2017 | 1,000,000.00 | 1,013,279.67 | 2.700 | 976,990.00 | 2.406 | | 3/3/2022 | 0.90 |
| Barclays Bank PLC Step 4/26/2022-17 | 06741VR95 | Moody's-A1 | 4/26/2017 | 1,000,000.00 | 1,000,000.00 | 2.500 | 980,334.00 | 3.093 | 10/26/2018 | 4/26/2022 | 0.89 |
| Chevron Corp 2.1 5/16/2021 | 166764BG4 | Moody's-Aa2 | 5/10/2017 | 1,000,000.00 | 999,500.00 | 2.100 | 978,360.00 | 2.113 | | 5/16/2021 | 0.89 |
| Chevron Corp 2.193 11/15/2019 | 166764AN0 | Moody's-Aa2 | 2/26/2016 | 1,160,000.00 | 1,167,806.57 | 2.193 | 1,153,179.20 | 2.004 | | 11/15/2019 | 1.04 |
| GE Capital International 2.04 11/15/2020 | 36164QMS4 | S&P-AA | 3/10/2017 | 1,000,000.00 | 1,010,642.28 | 2.040 | 979,590.00 | 1.738 | | 11/15/2020 | 0.90 |
| HSBC 4.875 8/24/2020 | 4042Q1AE7 | Moody's-A1 | 5/17/2016 | 2,000,000.00 | 2,191,145.28 | 4.875 | 2,059,048.00 | 2.500 | | 8/24/2020 | 1.95 |
| Sub Total / Average | | | | 7,160,000.00 | 7,382,373.80 | 3.067 | 7,127,501.20 | 2.332 | | | 6.59 |
| LAIF | | | | | | | | | | | |
| LAIF LGIP | LGIP1002 | None | 4/30/2011 | 61,463,910.98 | 61,463,910.98 | 1.998 | 61,463,910.98 | 1.998 | N/A | N/A | 54.83 |
| Sub Total / Average | | | | 61,463,910.98 | 61,463,910.98 | 1.998 | 61,463,910.98 | 1.998 | | | 54.83 |
| Municipal | | | | | | | | | | | |
| City of Riverside CA 2.125 6/1/2021 | 769036BA1 | S&P-AA- | 6/1/2017 | 500,000.00 | 500,000.00 | 2.125 | 486,830.00 | 2.125 | | 6/1/2021 | 0.45 |

| 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 |
|--|--------------|-----------------|-----------------|-----------------------|-----------------------|--------------|-----------------------|--------------|----------------|---------------|----------------|
| La Qunita Redev Agency 2.034 9/1/2019 | 50420BCH3 | S&P-AA- | 12/22/2016 | 1,330,000.00 | 1,336,650.00 | 2.034 | 1,321,953.50 | 1.843 | | 9/1/2019 | 1.19 |
| State of California 2.152 4/1/2022 | 13063DAD0 | Moody's-Aa3 | 4/27/2017 | 1,000,000.00 | 1,010,000.00 | 2.152 | 978,370.00 | 1.938 | | 4/1/2022 | 0.90 |
| Victor Valley College General Obligation Bond 2.35 | 92603PER9 | Moody's-Aa2 | 12/28/2016 | 500,000.00 | 490,150.00 | 2.350 | 483,645.00 | 2.811 | | 8/1/2021 | 0.44 |
| Sub Total / Average | | | | 3,330,000.00 | 3,336,800.00 | 2.130 | 3,270,798.50 | 2.056 | | | 2.98 |
| Treasury | | | | | | | | | | | |
| T-Note 0.875 5/15/2019 | 912828R44 | None | 4/26/2017 | 1,000,000.00 | 993,080.00 | 0.875 | 989,730.00 | 1.217 | | 5/15/2019 | 0.89 |
| T-Note 1.283 3/31/2019 | 912828SN1 | None | 2/22/2017 | 1,000,000.00 | 1,004,480.00 | 1.283 | 995,550.00 | 1.067 | | 3/31/2019 | 0.90 |
| T-Note 1.5 2/28/2019 | 912828C24 | None | 1/9/2017 | 1,000,000.00 | 1,005,440.00 | 1.500 | 996,250.00 | 1.241 | | 2/28/2019 | 0.90 |
| Sub Total / Average | | | | 3,000,000.00 | 3,003,000.00 | 1.221 | 2,981,530.00 | 1.175 | | | 2.68 |
| Total / Average | | | | 111,871,876.59 | 112,099,080.39 | 1.924 | 111,280,938.04 | 1.907 | | | 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.

Reviewer:

Approver:

Union Sanitary District
 Transactions Summary
 Board Report - Activity
 Group By: Action
 Portfolio / Report Group: All Portfolios
 Begin Date: 07/31/2018, End Date: 08/31/2018

| Description | CUSIP/Ticker | Face Amount/Shares | Principal | Interest/Dividends | Coupon Rate | YTM @ Cost | Settlement Date | Total |
|--|---------------|---------------------|---------------------|--------------------|-------------|---------------|-----------------|---------------------|
| Deposit | | | | | | | | |
| CAMP LGIP | LGIP4000 | 5,521.03 | 5,521.03 | 0.00 | N/A | 0.000 | 8/31/2018 | 5,521.03 |
| Union Bank Cash | LGIPUNIONBANK | 4,627,016.70 | 4,627,016.70 | 0.00 | N/A | 0.000 | 8/31/2018 | 4,627,016.70 |
| Sub Total / Average | | 4,632,537.73 | 4,632,537.73 | 0.00 | | | | 4,632,537.73 |
| Interest | | | | | | | | |
| CAMP LGIP | LGIP4000 | 0.00 | 0.00 | 5,521.03 | N/A | 0.000 | 8/31/2018 | 5,521.03 |
| Comenity Capital 1.25 4/11/2019 | 20033ASR8 | 0.00 | 0.00 | 263.29 | 1.250 | 0.000 | 8/13/2018 | 263.29 |
| FHLMC 1 8/15/2018-17 | 3134GABQ6 | 0.00 | 0.00 | 5,000.00 | 1.000 | 0.000 | 8/15/2018 | 5,000.00 |
| HSBC 4.875 8/24/2020 | 4042Q1AE7 | 0.00 | 0.00 | 48,750.00 | 4.875 | 0.000 | 8/24/2018 | 48,750.00 |
| Lakeside Bank 1.75 5/29/2020 | 51210SMU8 | 0.00 | 0.00 | 370.09 | 1.750 | 0.000 | 8/30/2018 | 370.09 |
| Ponce De Leon Federal Bank 1.85 5/28/2021 | 732333AJ8 | 0.00 | 0.00 | 391.24 | 1.850 | 0.000 | 8/31/2018 | 391.24 |
| Summit Community Bank 1.65 5/29/2020 | 86604XLT1 | 0.00 | 0.00 | 348.94 | 1.650 | 0.000 | 8/31/2018 | 348.94 |
| Synchrony Bank 2.3 2/24/2022 | 87165ELT2 | 0.00 | 0.00 | 2,817.15 | 2.300 | 0.000 | 8/24/2018 | 2,817.15 |
| T-Note 1.5 2/28/2019 | 912828C24 | 0.00 | 0.00 | 7,500.00 | 1.500 | 0.000 | 8/31/2018 | 7,500.00 |
| Victor Valley College General Obligation Bond 2.35 | 92603PER9 | 0.00 | 0.00 | 4,740.00 | 2.350 | 0.000 | 8/1/2018 | 4,740.00 |
| Wells Fargo Bank 1.15 7/22/2019 | 9497486R3 | 0.00 | 0.00 | 243.21 | 1.150 | 0.000 | 8/20/2018 | 243.21 |
| Sub Total / Average | | 0.00 | 0.00 | 75,944.95 | | | | 75,944.95 |
| Matured | | | | | | | | |
| FHLMC 1 8/15/2018-17 | 3134GABQ6 | 1,000,000.00 | 1,000,000.00 | 0.00 | 1.000 | 0.000 | 8/15/2018 | 1,000,000.00 |
| Sub Total / Average | | 1,000,000.00 | 1,000,000.00 | 0.00 | | | | 1,000,000.00 |
| Withdraw | | | | | | | | |
| Union Bank Cash | LGIPUNIONBANK | 4,330,595.16 | 4,330,595.16 | 0.00 | N/A | 0.000 | 8/30/2018 | 4,330,595.16 |
| Sub Total / Average | | 4,330,595.16 | 4,330,595.16 | 0.00 | | | | 4,330,595.16 |

MONTHLY OPERATIONS REPORT FOR THE MONTH OF AUGUST 2018
TECHNICAL SUPPORT WORK GROUP SUMMARY

Capital Improvement Program

Fremont and Paseo Padre Lift Stations Improvements Project – Project closeout and punch list work.

Chemical Tanks and Piping Replacement Project – Project closeout and punch list work.

Sludge Degritter System Project – The latest round of degritter performance test was unsuccessful. Degritter manufacturer proposed to modify the degritter to increase grit removal efficiency and to re-test.

Newark Pump Station Wet Well Improvements – Project closeout and punch list work.

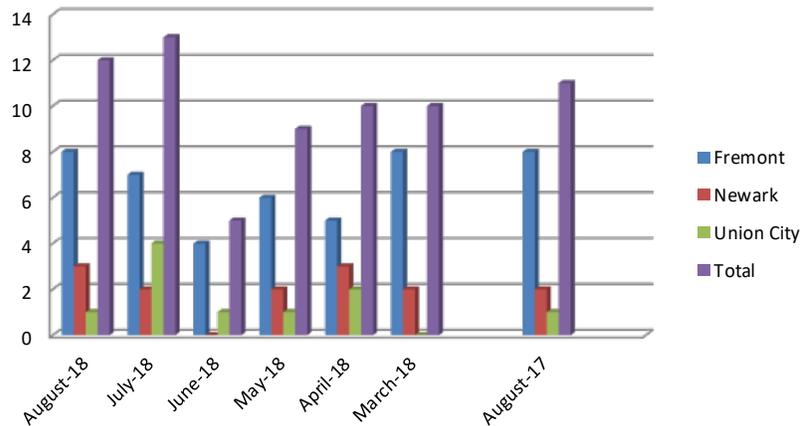
Primary Digester No. 3 Rehabilitation Project – Coatings work within Primary Digester No. 3 is in progress. Design of the mixing pipe replacement at Primary Digester No. 3 is in progress and anticipated to be completed in early September 2018.

Force Main Corrosion Repairs Project Phase 2 – Forcemain was placed back into service without incident on August 14th. Project closeout in progress.

Customer Service

Trouble Calls dispatched from the Front Desk during business hours:

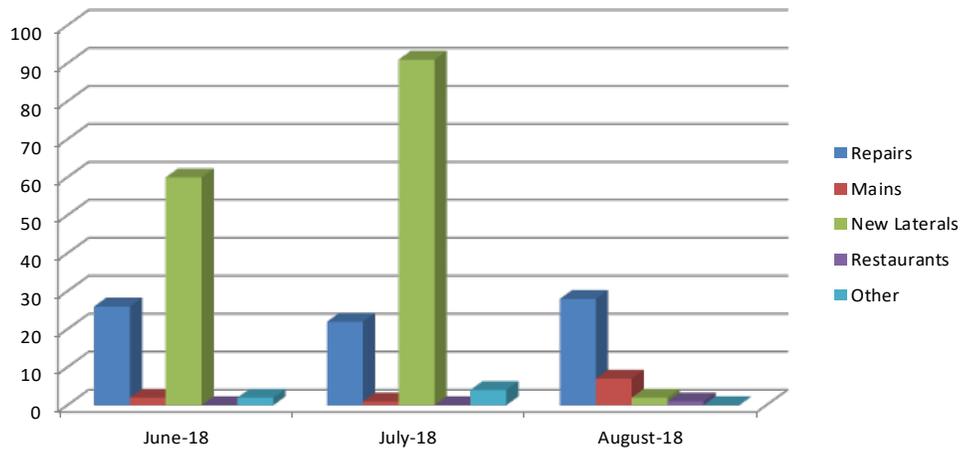
| Month | Fremont | Newark | Union City | Total |
|---------------|---------|--------|------------|-------|
| August-18 | 8 | 3 | 1 | 12 |
| July-18 | 7 | 2 | 4 | 13 |
| June-18 | 4 | 0 | 1 | 5 |
| May-18 | 6 | 2 | 1 | 9 |
| April-18 | 5 | 3 | 2 | 10 |
| March-18 | 8 | 2 | 0 | 10 |
| August-17 | 8 | 2 | 1 | 11 |
| 6-Month Total | | | | 59 |



Sewer Permits Issued

| Month | Repairs | Mains | New Laterals | Restaurants | Other |
|-----------|---------|-------|--------------|-------------|-------|
| August-18 | 28 | 7 | 2 | 1 | 0 |
| July-18 | 22 | 1 | 91 | 0 | 4 |
| June-18 | 26 | 2 | 60 | 0 | 2 |

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



Communication

- Press-proofed and finalized mailing arrangements for Fall 2018 newsletter
- Social Media posts: Recruitment information, USD’s NACWA Platinum Award
- Website permit fee information updated
- Continued activities regarding District Branding initiative
- Participated in Chamber of Commerce Board activities as Director and Past-President
- Participated as member of CASA Program Committee and Communications Committee at August 2018 conference

Environmental Compliance

Pollution Prevention/Stormwater Programs

USD’s Environmental Compliance (EC) team conducts pollution prevention inspections at 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.

During the past month, the EC team conducted 83 Stormwater (Urban Runoff), and 29 FOG (restaurant) inspections. During this reporting period, Inspectors identified 18 Stormwater and 6 FOG enforcement actions. Eleven (11) of the Stormwater enforcements resulted in administrative fines ranging from \$100 to \$500. Three (3) of the administrative fines were for illicit discharges and 8 were for repeated violations.

Urban Runoff Inspections and Enforcements

| | | | | | | | | | |
|--------------------|------------------------------|-----------|-----------|------------|-----------|-----------|---------------------------|-----------------------------------|-----|
| August 2018 | No. of UR Inspections | VW | WL | NOV | AF | LA | Total Enforcements | No. of Illicit Discharge/s | 4 |
| | 83 | 3 | 0 | 4 | 11 | 0 | 18 | % enforcement | 22% |

FOG Inspections and Enforcements

| | | | | | | | | | |
|--------------------|-------------------------------|-----------|-----------|------------|-----------|-----------|---------------------------|----------------------|-----|
| August 2018 | No. of FOG Inspections | VW | WL | NOV | AF | LA | Total Enforcements | % Enforcement | 21% |
| | 29 | 3 | 2 | 1 | 0 | 0 | 6 | | |

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 |
|-------------------------|---|------------------|
| 18 | None | 1 |

Industrial Pretreatment

The Industrial Pretreatment program has 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 |
|---|---|
| Air Liquide Advanced Materials update to Class 1 Industrial; Metal Finishing Category | Fairfield Development- Old Warm Springs Blvd and Grimmer Blvd: Groundwater Permit |

Permits Issued

| Company Name | Date Permit Issued |
|---|---------------------------------|
| SolarCity – reclassified from SIU to Class II | 8/13/2018 (effective 8/16/2018) |

Industrial Permit Closures

| Company Name | Date of Closure |
|--------------|-----------------|
| MPP San Jose | 8/2/2018 |

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

| Report Name | Date Report Completed and Submitted |
|--|-------------------------------------|
| FY 2018 Pollution Prevention (P2) Report | 8/27/2018 |

Enforcement Action

| IU Name & Nature of Business | Comments | City | Parameter Violated | Discharge concentration (mg/L) | USD/Fed Limit Violated(mg/L) | Enforcement (1) |
|------------------------------|---|---------|--------------------|--------------------------------|------------------------------|-----------------|
| Mission Linen Supply | O&G A/V 342 mg/L on 7/18/18 (limit is 300 mg/L) | Newark | O&G | 342 mg/L | 300 mg/L | NOV |
| Hayward Quartz 2 | Nickel at 1.62 mg/L (limit is 1.0 mg/L) | Fremont | Nickel | 1.62 mg/L | 1.0 mg/L | NOV |

(1) WL – Warning Letter

C&D – Cease and Desist Order

NOV – Notices of Violation

SNC – Significant Non-Compliance

AO – Administrative Order

EM – Enforcement Meeting

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

| Activity | Date of Event | Attendees |
|----------------------------------|---------------|------------------------------------|
| BAPPG Steering Committee meeting | 8/1/2018 | Doug Dattawalker |
| City of Fremont Meeting | 8/29/2018 | Doug, Michael, Jose, Aaron, Audrey |

Engineering/Construction

No. of projects under construction: 7

| | Construction Projects | Capital (\$1000) | Scheduled Completion | Completed Scope | Completed Time | Comments for August 2018 Activities |
|----|--|-------------------------|-----------------------------|------------------------|-----------------------|--|
| 1. | Fremont and Paseo Padre LS Improvement – Derek | \$2,801 | 10/16 | 100% | 100% | Project closeout and punch list work. |
| 2. | Chemical Tanks and Piping Replacement Project – Thomas | \$2,102 | 10/17 | 99% | 100% | Project closeout and punch list item work. |
| 3. | Sludge Degritter System Project – Kevin | \$1,436 | 11/17 | 95% | 100% | The latest round of sampling was not favorable. Degritter manufacturer proposed to modify the degritter and to re-test. |
| 4. | Newark Pump Station Wet Well Improvements – Thomas | \$674 | 03/18 | 99% | 100% | Project closeout and punch list item work. |
| 5. | Primary Digester No. 3 Rehabilitation – Derek | \$1,956 | 08/18 | 76% | 100% | Coatings work within Digester 3 is in progress. Design of mixing piping replacement at Digester 3 is in progress. |
| 6. | Force Main Corrosion Repairs Phase 2 – Andrew | \$932 | 09/18 | 99% | 98% | Force main placed back into service on August 14 th . Project closeout in progress. |
| 7. | Cast Iron / Piping Lining Phase VII – Andrew | \$291 | 11/18 | 0% | 24% | Issued the Notice to Proceed on August 7 th . Submittal review in progress, Contractor completed pre-construction CCTV. |

Design/Study

No. of projects in design/study phase: **15**

| | Design/Study Projects | Capital (\$1000) | Scheduled Completion | Completed Scope | Completed Time | Comments for August 2018 Activities |
|-----|---|-------------------------|-----------------------------|------------------------|-----------------------|---|
| 1. | Plant Solids System/Capacity Assessment Phase 2 – Curtis | \$329 | 02/18 | 100% | 100% | Final report received on August 16 th . |
| 2. | Local Limits Study – Raymond | \$77 | 09/18 | 75% | 80% | Assist with industrial discharge permits. |
| 3. | Cathodic Protection System Project – Thomas | \$79 | 08/18 | 90% | 100% | 90% design submittal is under review. |
| 4. | Newark Basin Masterplan – Andrew | \$303 | 08/19 | 32% | 40% | Repair criteria formula will be implemented into hydraulic model. Kickoff for Capacity Assessment scheduled for September 11 th . |
| 5. | Standby Power Generation System Upgrade Project – Raymond/Kevin | \$1,976 | 12/18 | 15% | 15% | Staff review of the technical memorandum for the future electrical load analysis is in progress. |
| 6. | Force Main Condition Assessment – Andrew | \$121 | 10/20 | 60% | 45% | Next round of inspection will be scheduled with the next phase of Force Main Corrosion Repairs. |
| 7. | Emergency Outfall Improvements Project – Andrew | \$317 | 10/18 | 53% | 80% | Initial study and draft mitigated negative declaration comments in progress. Draft application for State Lands Commission Lease under review. Consultant will provide wetlands mitigation recommendation. |
| 8. | Primary Digester No. 7 Project – Curtis | \$1,476 | 09/18 | 85% | 90% | 90% design submittal is under review. |
| 9. | Plant Master Plan – Raymond/Curtis | \$304 | 03/18 | 85% | 100% | Evaluation of building alternatives in progress. |
| 10. | Effluent Management Study – Curtis | \$155 | 03/18 | 92% | 100% | Study to incorporate results from Secondary Treatment Process Improvements. |
| 11. | Odor Control Alternatives Study – Kevin | \$330 | 7/18 | 60% | 60% | Super oxygenation pilot test is completed. Calcium Nitrate pilot test will begin in September. |

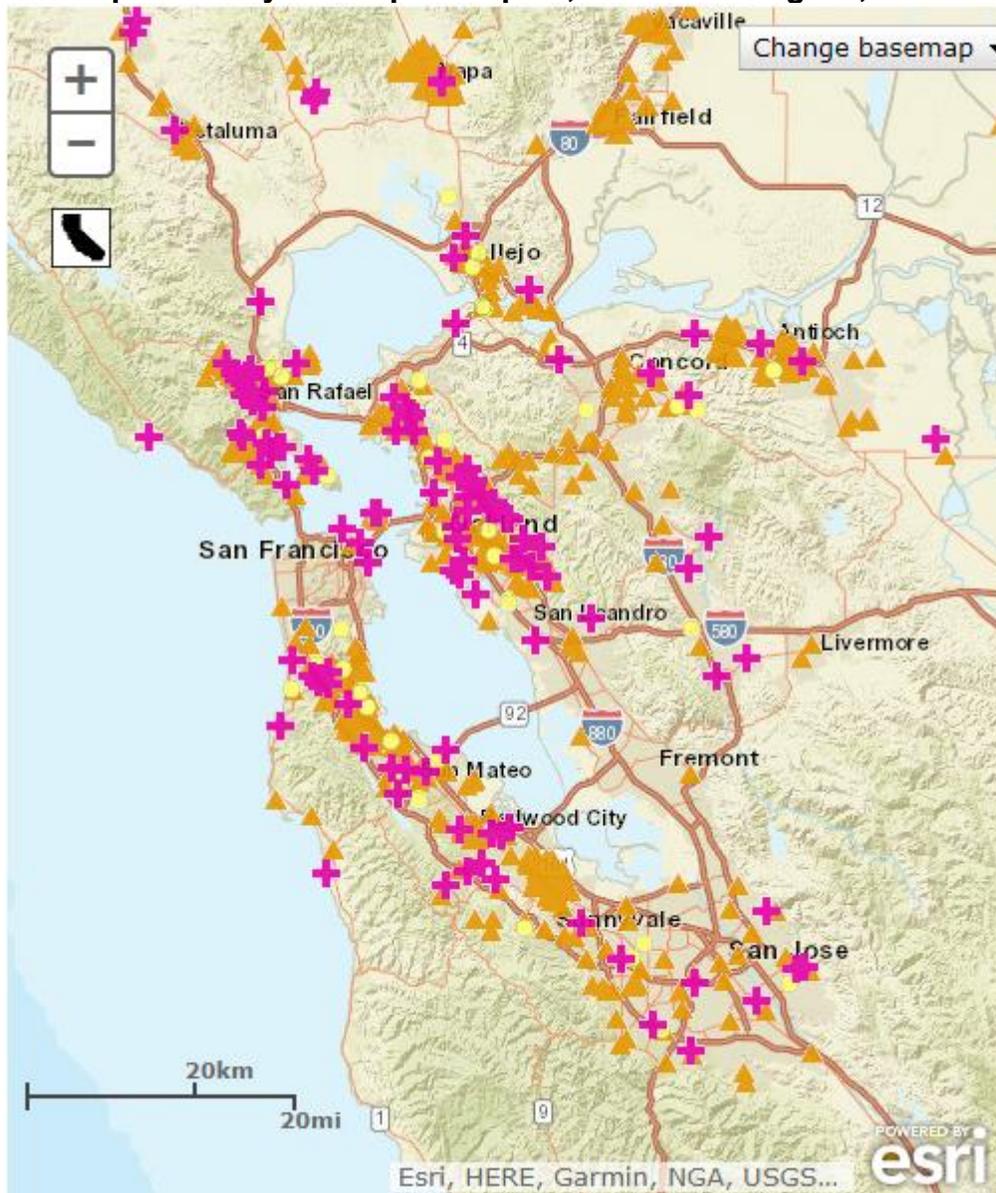
| | Design/Study Projects | Capital (\$1000) | Scheduled Completion | Completed Scope | Completed Time | Comments for August 2018 Activities |
|-----|--|-------------------------|-----------------------------|------------------------|-----------------------|---|
| 12. | Plant Condition Assessment Study – Kevin | \$118 | 06/18 | 95% | 95% | Second draft of Study report received and reviewed by District. Returned comments to consultant. Final Study report in progress. |
| 13. | Headworks Screen No. 3 Project – Thomas | \$159 | 11/18 | 50% | 50% | 50% design workshop took place on August 20 th . |
| 14. | Alvarado Influent Pump Station Improvements Project – Thomas | \$479 | 04/19 | 0% | 0% | Board authorized design task order at the August 27 th meeting. Issued the Notice to Proceed to the consultant for design phase. |
| 15. | Cast Iron / Piping Lining Phase VII – Andrew | In-house | 05/18 | 100% | 100% | Issued the Notice to Proceed to the contractor on August 7 th . |

**COLLECTION SERVICES
ACTIVITIES REPORT
August 2018**

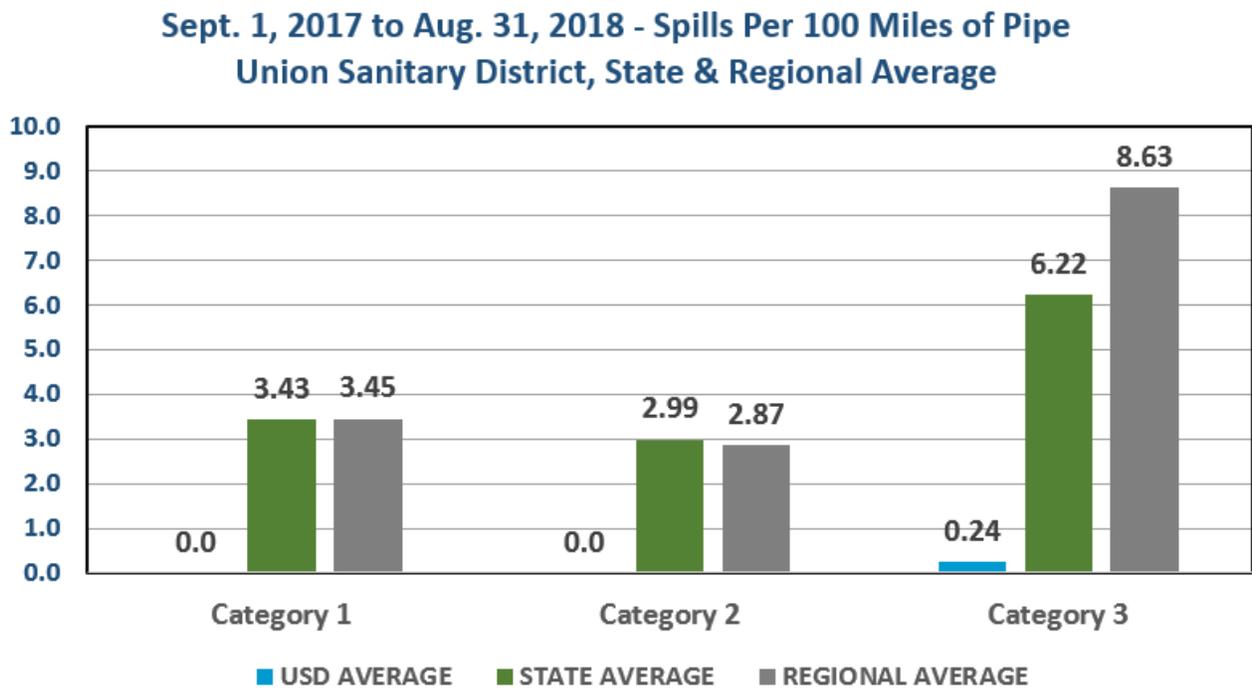
Progress/Accomplishments

- Zero Spills in August
- Completed 15.4 miles of sewer main cleaning in August.
- Completed 13.3 miles of sewer main inspection in August.
- Responded to 17 service request calls in August.
- Completed a total of 32 sewer main repairs in August.
- Trainings
 - Industrial Ergonomics

Reported Bay Area Spills Sept. 1, 2017 Thru Aug. 31, 2018



**Sept. 1, 2017 to Aug. 31, 2018 Spills Per 100 Miles of Pipe
Union Sanitary District, State & Regional Average**



Spill Rate Statistics - September 1, 2017 to August 31, 2018

Spills per 100 Miles of Pipe

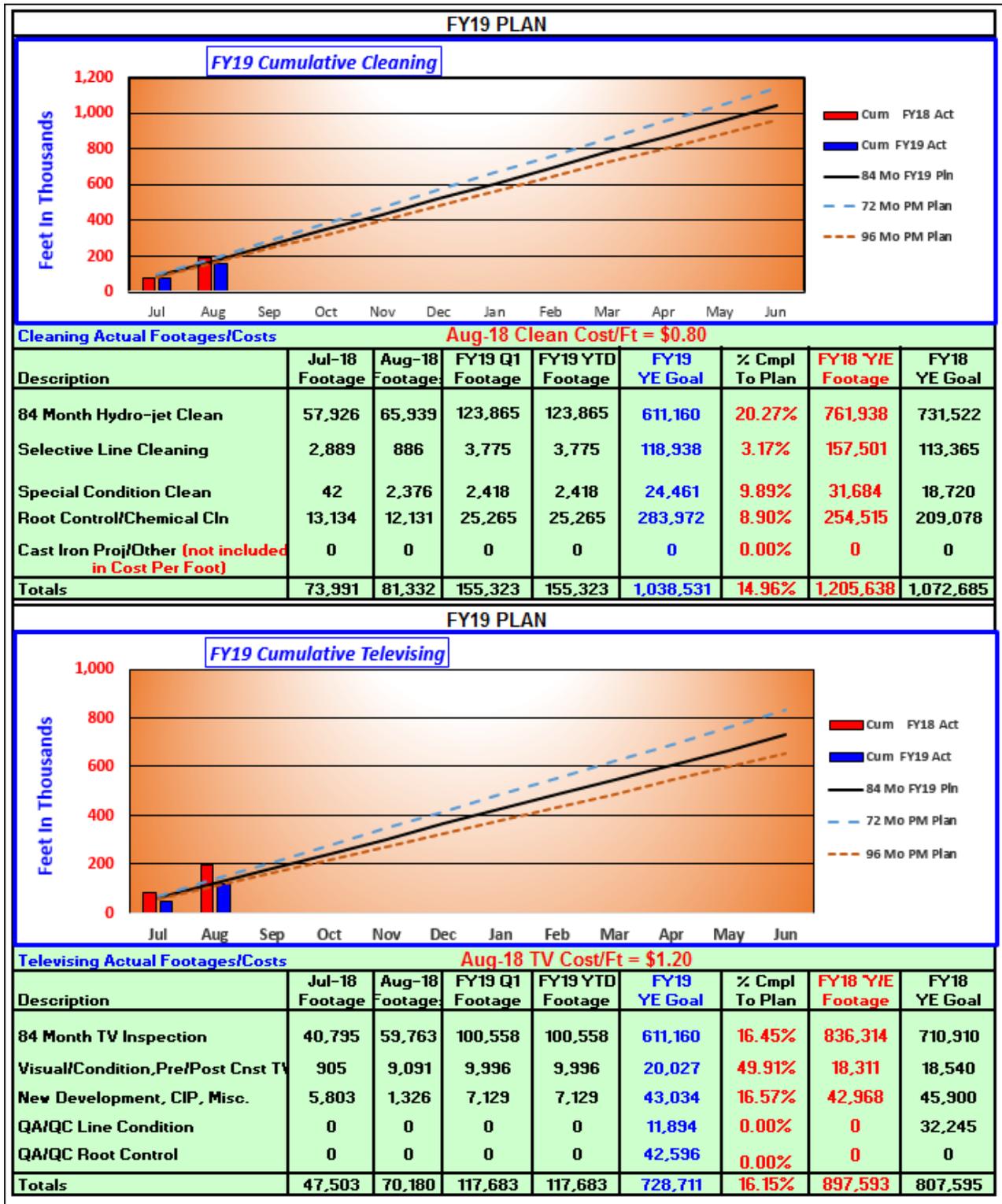
| | Category 1 | Category 2 | Category 3 |
|-------------------------|------------|------------|------------|
| USD AVERAGE | 0.0 | 0.0 | 0.24 |
| STATE AVERAGE | 3.43 | 2.99 | 6.22 |
| REGIONAL AVERAGE | 3.45 | 2.87 | 8.63 |

Category 1 - 1,000 gallons or more. Discharges to surface water, not fully captured

Category 2 - 1,000 gallons or more. Does not reach surface waters, not fully captured

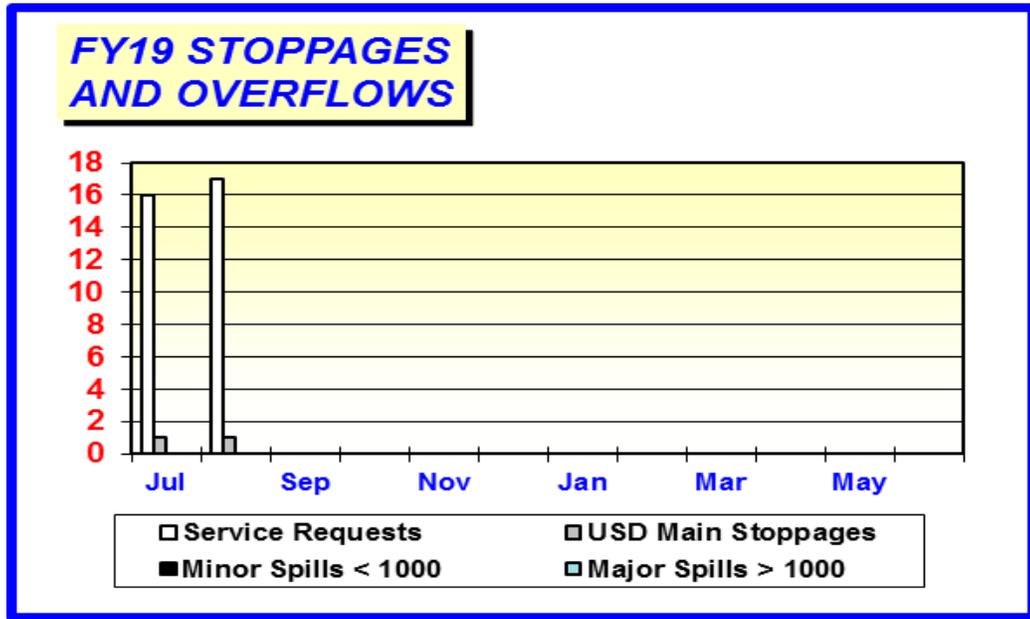
Category 3 - 1,000 gallons or less, does not reach surface waters, full captured

Performance Measures

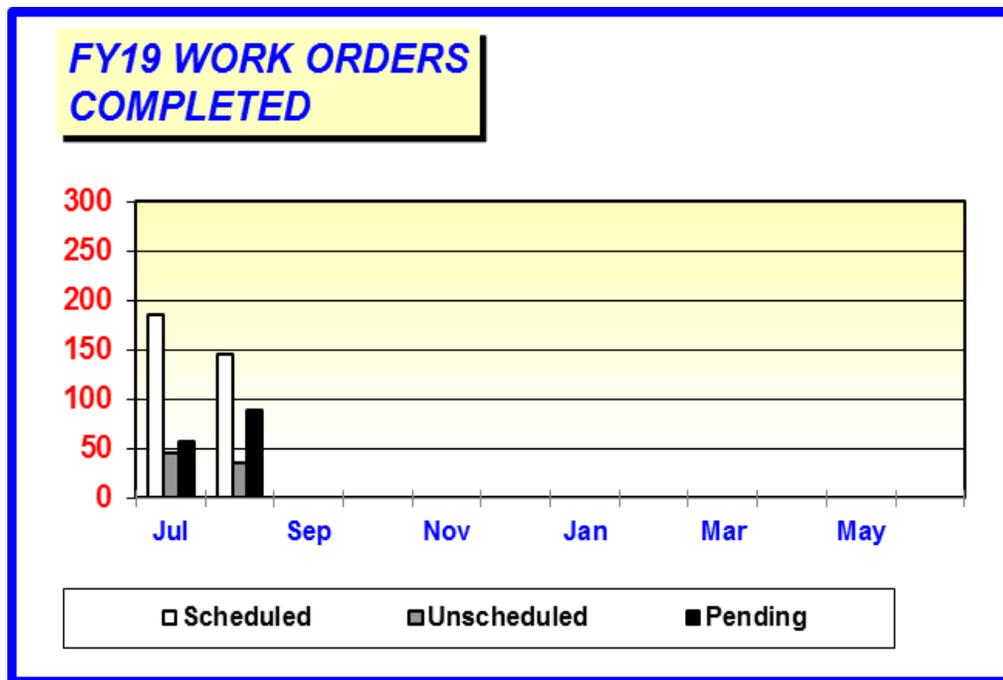


Other Collection Services Status Data:

Support Team Work Order Status:



C/S Maintenance Status:



Fabrication, Maintenance and Construction Activities Report August 2018

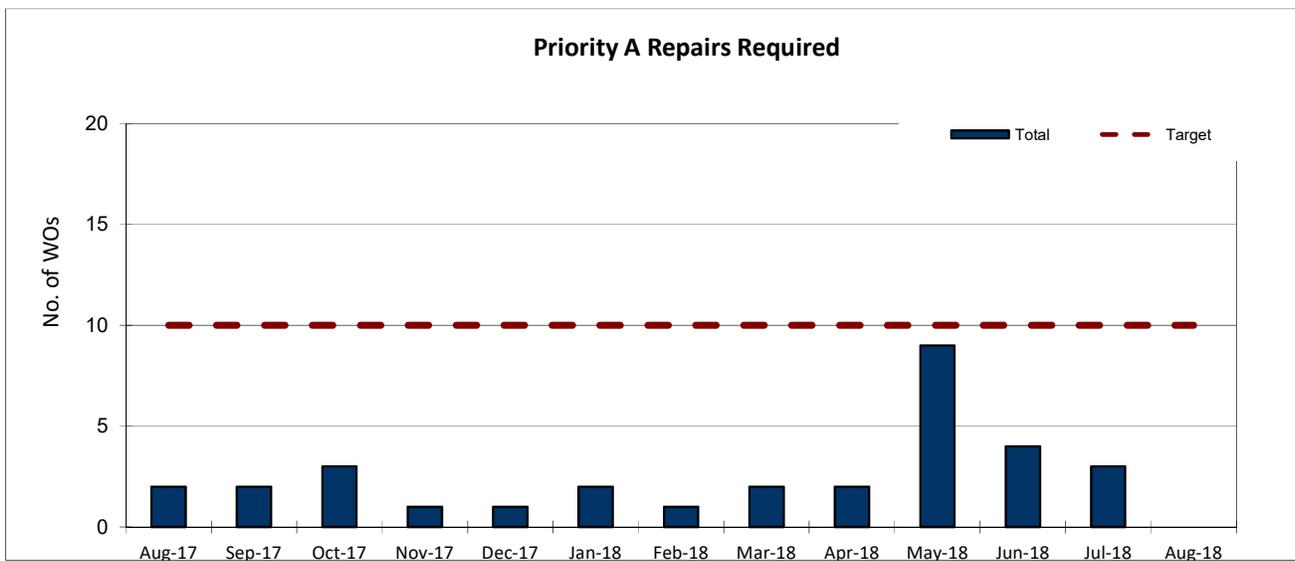
Progress/Accomplishments

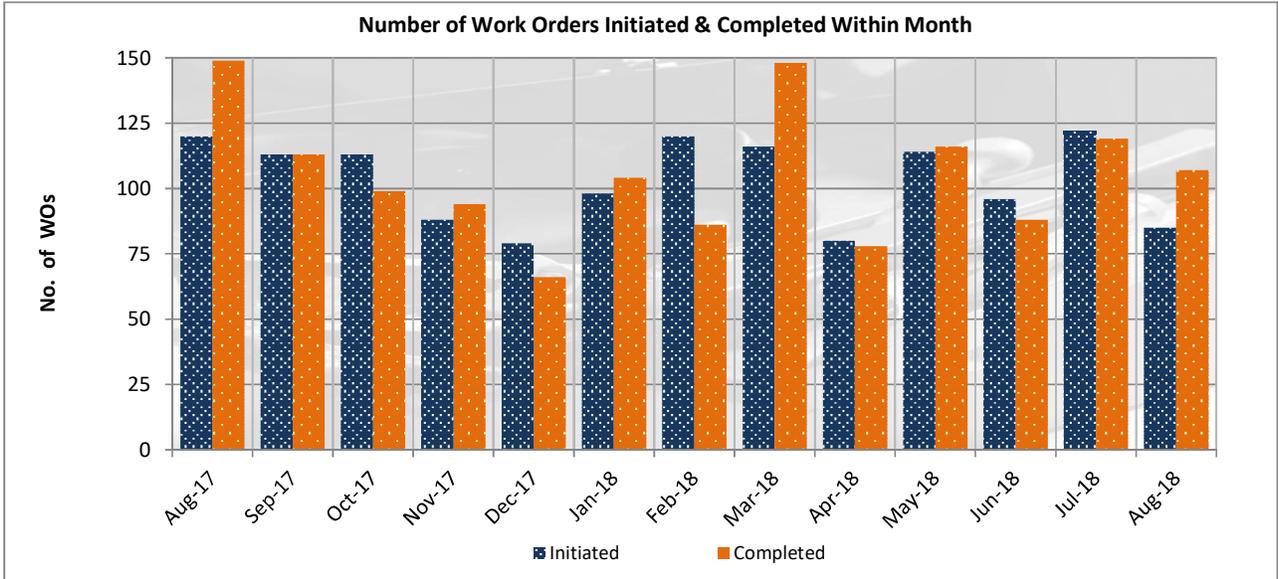
- Completed 90.19% of preventive maintenance activities for the month of August
- Completed 107 corrective maintenance work orders for the month of August
- Put West FM in service from NPS to Plant
- Start Super Oxygenation Pilot at IPS and NPS
- Prepare new Break Trailer for use
- Gas Conditioning Skid Blower 2 electrical work with CIP

Future Planning

- Secondary Clarifier 4 flow meter installation
- Mixing Pump 5 mechanical seal replacement
- GBT 2 Spray Bar motor replacement
- Overhaul of Mixing Pump 6B
- Continue overhaul of Bar Screen 1
- Set up second Odor Study Pilot at NPS and IPS

Performance Measurements





**Treatment & Disposal
Activities Report
August 2018**

Progress/Accomplishments

- Maintained 100% compliance with NPDES permits.
- Completed 100% preventive maintenance activities for the month of August.
- Conducted extensive sampling for wastewater characterization and stress testing events to support the Hazen and Sawyer Secondary Treatment Process Improvement Project.
- Started parallel testing of Hach WIMS ODMS System.
- Attended kick off meeting for the secondary treatment process improvement project with Hazen and Sawyer.
- Supported the Force Main Superoxygenation odor control pilot test.
- Attended the annual BAAQMD/BACWA air committee meeting.
- Reviewed Jacobs Engineering's analysis of the treatment plant toxic emission inventory in anticipation of the implementation of Regulation 11-18.
- Attended ODMS training.
- Provided unclassified annual performance evaluations to staff.

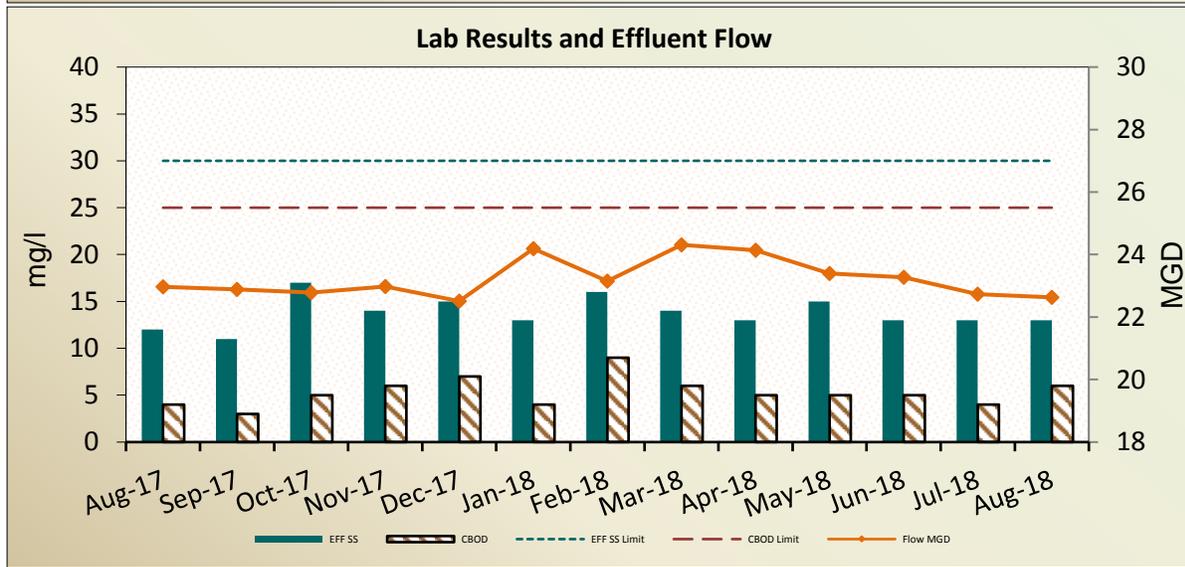
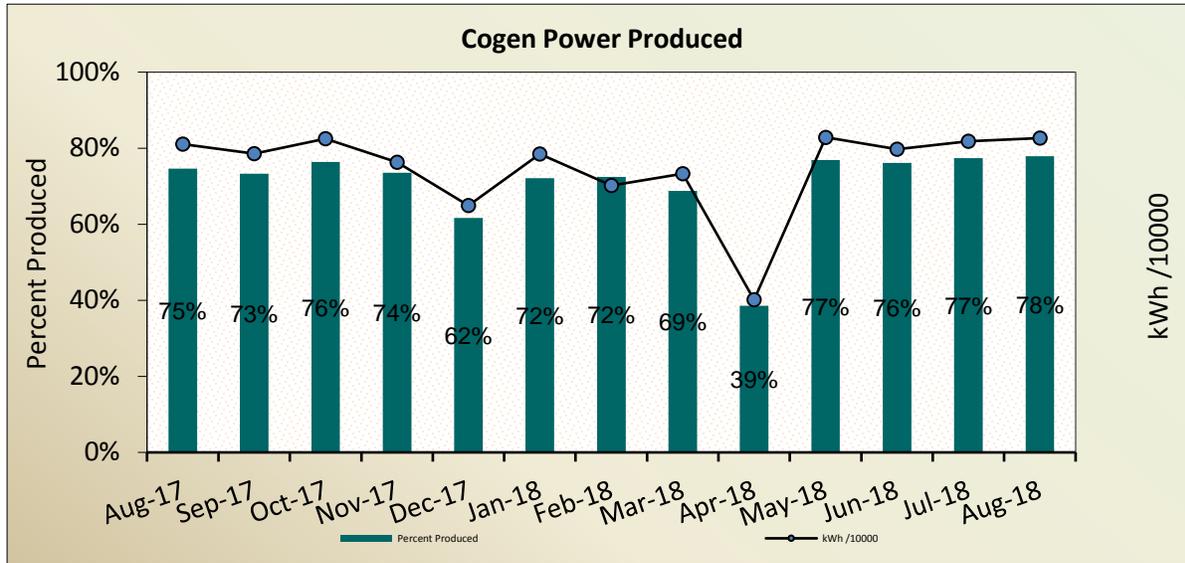
Future Planning

- Attend the Hazen and Sawyer Secondary Process Improvements Comprehensive Workshop
- Support of the Force Main Calcium Nitrate odor control pilot test.
- Competency testing of three Plant Operator III Trainees.
- Attend TNI training seminar number 4.
- Draft Union City report for FY18.
- Oversee replacement of the plant natural gas meter to access Tariff G-EG.

Other

- Cogen system produced 78% of power consumed for the month of August.

Performance Measurements



USD's Final Effluent Monthly Monitoring Results

| Parameter | EBDA Limit | Jun-18 | Jul-18 | Aug-18 |
|-----------------------------------|------------|-------------|-------------|-------------|
| Copper, µg/l | 78 | 4.2 | 4.3 | 4.5 |
| Mercury, µg/l | 0.066 | 0.00200 | 0.00190 | 0.00230 |
| Cyanide, µg/l | 42 | < 0.9 | E 2.0 | E 1.9 |
| Ammonia- N, mg/L (Range) | 130 | 38.9 - 42.5 | 36.5 - 38.4 | 35.3 - 43.0 |
| Fecal Coliform, MPN/100ml (Range) | | | | |
| • 5-Day Geometric Mean | 500 | 24 - 46 | 13 - 38 | 28 - 33 |
| • 11-Sample 90th Percentile | 1100 | 55 - 66 | 55 - 66 | 55 - 59 |
| Enterococci | | | | |
| • Monthly Geometric Mean | 240 | 15.8 | 10 | 10 |

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: October 8, 2018

MEMO TO: Board of Directors - Union Sanitary District

FROM: Paul R. Eldredge, General Manager/District Engineer
Gene Boucher, Human Resources Manager

SUBJECT: Agenda Item No. 9 - Meeting of October 8, 2018
**APPROVE MANAGER, MAINTENANCE AND TECHNOLOGY SERVICES AND
COACH, ELECTRICAL & TECHNOLOGY JOB CLASSIFICATIONS AND SALARY
RANGE**

Recommendation

Approve Manager, Maintenance and Technology Services and Coach, Electrical & Technology Job Descriptions and salary.

Background

With the departure of the Business Services Workgroup Manager, the IT team was placed under the Maintenance and Technology Services team. Both the Maintenance and Technology Services Manager and Electrical and Technology Coach took on eight (8) additional team members as well as responsibility for supervision and management of team budget and projects. This helped the District and the IT team continue with a continuity of services and allowed for District resources to be better utilized. This change in teams does not increase District headcount.

The revised job descriptions, along with salary ranges, were previously reviewed at a Board workshop. The Job Descriptions for both positions have been updated to reflect the additional responsibilities for overseeing the IT team, and their salary ranges have been updated to reflect the additional duties. The District had previously reduced the salary for the Business Services Workgroup Manager/CFO position to reflect the removal of these responsibilities.

The salary range for the Manager, Maintenance and Technology Services will be, \$171,508.65 to \$225,105.11 annually. The salary range for the Coach, Electrical & Technology will be, \$130,399.14 to \$171,148.86 annually.

Attachments:

1. Manager, Maintenance and Technology Services Job Description
2. Coach, Electrical & Technology Job Description



Manager, Maintenance and Technology Services

Class Code:
4301

Bargaining Unit: Management

UNION SANITARY DISTRICT

Revision Date: ~~Jun 17, 2011~~ October 8, 2018

SALARY RANGE

~~\$78,538.46~~ - ~~\$103,071.08~~ Hourly
~~\$6,282.37~~ - ~~\$8,245.61~~ Biweekly
~~\$13,611.80~~ - ~~\$17,865.48~~ Monthly
~~\$163,341.57~~ - ~~\$214,385.81~~ Annually

DESCRIPTION:

Reporting to the General Manager, the Maintenance and Technology Manager plans, organizes, and directs the work of staff engaged in the is responsible for ensuring a high quality program for maintenance of the District's mechanical and electrical equipment at its treatment plant and pump stations and technology services programs activities and ensures the effectiveness and efficiency of workgroup programs. These responsibilities include development of all personnel, equipment, and material resources needed to effectively and economically carry out the program

EXAMPLES OF DUTIES:

Technical Responsibilities

The Maintenance and Technology Manager is responsible for development and implementation of a predictive, preventive, and corrective maintenance program that features treatment plant equipment including pumps, blowers, centrifuges, boilers and other process devices; diesel and gas-driven engine generator equipment; electrical switch gear including 480V and ~~12.5~~ kV distribution panels; instrumentation and control devices; and pumps and other mechanical equipment at the District's remote pump stations.

Directs, oversees, and participates in technology services programs and work plans; assigns work activities, information technology projects, monitors work flow; reviews and evaluates work products, automation, methods, and procedures. Negotiates, selects, and monitors contractors and consultant performance; oversees the coordination and management of information technology consultants including requirement analysis; applications and network design, development, implementation and maintenance; database design and administration.

The Maintenance and Technology Manager and team also work with the Operations Group and the Technical Services Group to provide input into design of Capital Improvement Projects at the treatment plant and pump stations and provide assistance during construction and start-up of those projects.

Safety

The Maintenance and Technology Manager will promote a safe work environment at all times. Responsibilities include working with the Environmental Health and Safety Program Manager to implement District safety policies; ensuring that safety training is completed for all work group members; participating in work group and District-wide safety events and recognition; assisting in the review and update of safety policies pertaining to the Maintenance Work Group; and ensuring compliance with regulatory requirements. The Manager may also participate in investigation of accidents and conduct site inspections for safety.

Management Responsibilities

The Maintenance and Technology Manager is a resource to the General Manager and the Board of Directors on technical and management programs.

The Maintenance and Technology Manager represents the District at state, regional, and local regulatory, professional, and interagency meetings as well as at public meetings and on District task forces and committees.

He/she participates as a member of the USD Executive Team in District-wide policy and planning activities, including development of the strategic plan. The Manager also develops and implements the Work Group's strategic plan establishing objectives, measures and targets that are reviewed quarterly with the Executive Team.

The Maintenance and Technology Manager also coordinates staff and resources to implement plans, including technical and organizational activities; develops and administers the annual budget; manages and carries out technical and administrative projects; and occasionally performs the duties of General Manager on an interim basis in the General Manager's absence.

Coordinates information technology support services for the District including installation, maintenance, and upgrade of mainframe and network-based applications; through user group and other means, works with other workgroups to improve efficiency and productivity through implementation of user friendly information technology systems and enhancements.

Oversees development, modification, and implementation of the District's information Technology master plan; investigates, evaluates and oversees the administration of new applications and hardware/software upgrades related to all computer technology, District phone system, the internet and intranet; ensures long term plans are prioritized and consistent with available funding.

Leadership

The Maintenance and Technology Manager carries out recruitment and selection, succession planning, employee relations, performance management, and staff recognition activities.

The Manager mentors and supports Coaches to carry out their responsibilities in each of the areas stated above and assists Coaches to work effectively with individual employees and teams.

The Maintenance and Technology Manager supports Coaches in working with the Quality Coordinator and teams to apply the principles of total quality to day-to-day operations, including the development and application of benchmarking data, other work group metrics, and process improvements.

The Maintenance and Technology—Manager ensures that long-term training objectives are established and implemented so that staff possesses the depth of technical skills and knowledge necessary to maintain key equipment, even when veteran employees retire or depart the District.

The Maintenance and Technology Manager plans, schedules, prioritizes and adjusts project and program resources between competing user demands; researches, introduces, and successfully adapts new information technology practices in relevant disciplines such as database administration, business systems applications development, network infrastructure maintenance and computer operations.

The Maintenance and Technology Manager supports District-wide programs and initiatives, including the Star Point and Team Coordinator Programs.

Interpersonal Abilities

The Maintenance [and Technology](#) Manager practices clear, timely, honest communication, promoting openness, mutual respect, and collaborative working relationships; helps create a strong performance ethic within the work group; encourages initiative; and mentors Coaches to help their teams work effectively, including managing conflict and change.

QUALIFICATIONS:

Knowledge, experience, skills and abilities and other qualifications needed for this classification:

The Maintenance [and Technology](#) Manager must have extensive technical knowledge and experience related to mechanical and electrical equipment maintenance and the ability to apply this knowledge and experience in performing the technical duties of the class.

A typical way to have gained these qualifications is:

[A Bachelor's Degree in engineering, or technical certifications related to the position,](#) and ten years increasingly responsible experience in maintenance, repair, construction, and asset management work for a public or private agency utilizing equipment typically found at a wastewater treatment and pumping facility or similar system; three years' experience must have been in a supervisory/coaching capacity, with at least two years at a level comparable to or higher than a Facilities Maintenance Coach.

[Seven years of progressively responsible experience in managing networked personal computer client server systems environment; strategic and tactical system planning; selecting and overseeing installation, operation, and maintenance of major information systems.](#)

-
The Maintenance [and Technology](#) Manager must have a clear understanding of the District's goals and be able to communicate these goals; be able to conceptualize and translate concepts into programs; and use excellent judgment in carrying out both technical and management responsibilities, addressing issues with integrity, fairness, and flexibility. The incumbent must effectively manage budgetary responsibilities; delegate work; identify and mitigate potential problems; and learn from mistakes and allow subordinates to do the same.

The Maintenance [and Technology](#) Manager must also have strong verbal communication and interpersonal skills; understand the interests of others and work collaboratively; promote support by staff for his/her decisions; establish and maintain excellent working relationships with District staff, the Board of Directors, outside agencies, consultants, and the public; positively influence others; be a mentor, coach, and team player; and possess strong written communication skills.

Licenses, Certificates, or Credentials: Must possess a valid Class C California driver's license, have and maintain a satisfactory driving record, and be insurable by the District to operate District vehicles.

ADDITIONAL INFORMATION:

Other Requirements: Must possess the physical characteristics to perform the critical and important duties of the job.

Disaster Service Worker

Employees of Union Sanitary District are, by State and Federal law, Disaster Service Workers. In the event of a declaration of emergency, any employee may be assigned activities that promote the protection of public health and safety or the preservation of lives and property, either at the District or within the local or their own community.

OTHER REQUIREMENTS:

Approved by the Board of Directors: ~~1997~~2018

Revised: ~~May, October 2006~~2018

Position status: Unclassified, Exempt (Adm/Mgr/Sup)



Manager, Maintenance and Technology Services

Class Code:
4301

Bargaining Unit: Management

UNION SANITARY DISTRICT
Revision Date: October 8, 2018

SALARY RANGE

\$82.46 - \$108.22 Hourly
\$6,596.49 - \$8,657.19 Biweekly
\$14,292.39 - \$18,758.76 Monthly
\$171,508.65 - \$225,105.11 Annually

DESCRIPTION:

Reporting to the General Manager, the Maintenance and Technology Manager plans, organizes, and directs the work of staff engaged in the maintenance of the District's mechanical and electrical equipment at its treatment plant and pump stations and technology services programs activities and ensures the effectiveness and efficiency of workgroup programs. These responsibilities include development of all personnel, equipment, and material resources needed to effectively and economically carry out the program

EXAMPLES OF DUTIES:

Technical Responsibilities

The Maintenance and Technology Manager is responsible for development and implementation of a predictive, preventive, and corrective maintenance program that features treatment plant equipment including pumps, blowers, centrifuges, boilers and other process devices; diesel and gas-driven engine generator equipment; electrical switch gear including 480V and 12kV distribution panels; instrumentation and control devices; and pumps and other mechanical equipment at the District's remote pump stations.

Directs, oversees, and participates in technology services programs and work plans; assigns work activities, information technology projects, monitors work flow; reviews and evaluates work products, automation, methods, and procedures. Negotiates, selects, and monitors contractors and consultant performance; oversees the coordination and management of information technology consultants including requirement analysis; applications and network design, development, implementation and maintenance; database design and administration.

The Maintenance and Technology Manager and team also work with the Operations Group and the Technical Services Group to provide input into design of Capital Improvement Projects at the treatment plant and pump stations and provide assistance during construction and start-up of those projects.

Safety

The Maintenance and Technology Manager will promote a safe work environment at all times. Responsibilities include working with the Environmental Health and Safety Program Manager to implement District safety policies; ensuring that safety training is completed for all work group members; participating in work group and District-wide safety events and recognition; assisting in the review and update of safety policies pertaining to the Maintenance Work Group; and ensuring compliance with regulatory requirements. The Manager may also participate in investigation of accidents and conduct site inspections for safety.

Management Responsibilities

The Maintenance and Technology Manager is a resource to the General Manager and the Board of Directors on technical and management programs.

The Maintenance and Technology Manager represents the District at state, regional, and local regulatory, professional, and interagency meetings as well as at public meetings and on District task forces and committees.

He/she participates as a member of the USD Executive Team in District-wide policy and planning activities, including development of the strategic plan. The Manager also develops and implements the Work Group's strategic plan establishing objectives, measures and targets that are reviewed quarterly with the Executive Team.

The Maintenance and Technology Manager also coordinates staff and resources to implement plans, including technical and organizational activities; develops and administers the annual budget; manages and carries out technical and administrative projects; and occasionally performs the duties of General Manager on an interim basis in the General Manager's absence.

Coordinates information technology support services for the District including installation, maintenance, and upgrade of mainframe and network-based applications; through user group and other means, works with other workgroups to improve efficiency and productivity through implementation of user friendly information technology systems and enhancements.

Oversees development, modification, and implementation of the District's information Technology master plan; investigates, evaluates and oversees the administration of new applications and hardware/software upgrades related to all computer technology, District phone system, the internet and intranet; ensures long term plans are prioritized and consistent with available funding.

Leadership

The Maintenance and Technology Manager carries out recruitment and selection, succession planning, employee relations, performance management, and staff recognition activities.

The Manager mentors and supports Coaches to carry out their responsibilities in each of the areas stated above and assists Coaches to work effectively with individual employees and teams.

The Maintenance and Technology Manager supports Coaches in working with the Quality Coordinator and teams to apply the principles of total quality to day-to-day operations, including the development and application of benchmarking data, other work group metrics, and process improvements.

The Maintenance and Technology Manager ensures that long-term training objectives are established and implemented so that staff possesses the depth of technical skills and knowledge necessary to maintain key equipment, even when veteran employees retire or depart the District.

The Maintenance and Technology Manager plans, schedules, prioritizes and adjusts project and program resources between competing user demands; researches, introduces, and successfully adapts new information technology practices in relevant disciplines such as database administration, business systems applications development, network infrastructure maintenance and computer operations.

The Maintenance and Technology Manager supports District-wide programs and initiatives, including the Star Point and Team Coordinator Programs.

Interpersonal Abilities

The Maintenance and Technology Manager practices clear, timely, honest communication, promoting openness, mutual respect, and collaborative working relationships; helps create a strong performance ethic within the work group; encourages initiative; and mentors Coaches to help their teams work effectively, including managing conflict and change.

QUALIFICATIONS:

Knowledge, experience, skills and abilities and other qualifications needed for this classification:

The Maintenance and Technology Manager must have extensive technical knowledge and experience related to mechanical and electrical equipment maintenance and the ability to apply this knowledge and experience in performing the technical duties of the class.

A typical way to have gained these qualifications is:

A Bachelor's Degree in engineering, or technical certifications related to the position, and ten years increasingly responsible experience in maintenance, repair, construction, and asset management work for a public or private agency utilizing equipment typically found at a wastewater treatment and pumping facility or similar system; three years' experience must have been in a supervisory/coaching capacity, with at least two years at a level comparable to or higher than a Facilities Maintenance Coach.

Seven years of progressively responsible experience in managing networked personal computer client server systems environment; strategic and tactical system planning; selecting and overseeing installation, operation, and maintenance of major information systems.

The Maintenance and Technology Manager must have a clear understanding of the District's goals and be able to communicate these goals; be able to conceptualize and translate concepts into programs; and use excellent judgment in carrying out both technical and management responsibilities, addressing issues with integrity, fairness, and flexibility. The incumbent must effectively manage budgetary responsibilities; delegate work; identify and mitigate potential problems; and learn from mistakes and allow subordinates to do the same.

The Maintenance and Technology Manager must also have strong verbal communication and interpersonal skills; understand the interests of others and work collaboratively; promote support by staff for his/her decisions; establish and maintain excellent working relationships with District staff, the Board of Directors, outside agencies, consultants, and the public; positively influence others; be a mentor, coach, and team player; and possess strong written communication skills.

Licenses, Certificates, or Credentials: Must possess a valid Class C California driver's license, have and maintain a satisfactory driving record, and be insurable by the District to operate District vehicles.

ADDITIONAL INFORMATION:

Other Requirements: Must possess the physical characteristics to perform the critical and important duties of the job.

Disaster Service Worker

Employees of Union Sanitary District are, by State and Federal law, Disaster Service Workers. In the event of a declaration of emergency, any employee may be assigned activities that promote the protection of public health and safety or the preservation of lives and property, either at the District or within the local or their own community.

OTHER REQUIREMENTS:

Approved by the Board of Directors: 2018

Revised: October 2018

Position status: Unclassified, Exempt (Adm/Mgr/Sup)



Coach, Electrical & Technology, & Instrumentation, & IT

Class Code:
3302

Bargaining Unit: Supervision

UNION SANITARY DISTRICT

Established Date: Dec 27, 2013

Revision Date: ~~Jun 15, 2015~~ December 2017

SALARY RANGE

~~\$58.59~~ \$62.69 - ~~\$76.90~~ \$82.28 Hourly
~~\$4,687.24~~ \$5,015.35 - ~~\$6,152.01~~ \$6,582.65 Biweekly
~~\$10,155.69~~ \$10,866.60 - ~~\$13,329.35~~ \$14,262.41 Monthly
~~\$121,868.24~~ \$130,399.14 - ~~\$159,952.21~~ \$171,148.86 Annually

DESCRIPTION:

Reporting to the Maintenance and Technology Manager

~~Reporting to the Maintenance Work Group Manager~~ and working under general supervision, this position plays a critical role in carrying out the District's Strategic Plan and contributing to the success of the District's Mission. The Maintenance ane Technology Coach supports and works effectively in a team-based organization, carrying out technical, coaching, supervisory, project management, and administrative responsibilities.

The Electrical and Technology Instrumentation Coach plans, organizes, manages and provides direction and oversight for a comprehensive electrical maintenance program, including the installation, maintenance and repair of SCADA and PLC systems, electrical and electronic equipment, and instrumentation. Maintenance of the District's computer systems and provides a variety of services to District operations and staff including requirement analysis, applications and network design, development, implementation and maintenance; database design and administration; computer and telecommunication systems operations and systems maintenance and security;

This classification requires the ability to exercise a high degree of independent judgment and highly effective decision-making, communication and interpersonal skills.

EXAMPLES OF DUTIES:

- Works with the Maintenance and Technology Manager to develop and assists the Electrical and Support and Information Technology Teams to implement Strategic Plan objectives and performance measures to meet District and work group Balanced Scorecard goals; ensures that performance measures are tracked and met; works with others to identify and implement process improvements.
- ~~Directs user~~ Directs user support activities, including troubleshooting hardware and software problems, user training, preventive maintenance and repair, and related technical assistance and advice.
- ~~Directs project~~ Directs project activities, which includes the evaluation and selection of vendors and project planning, implementation, and evaluation.
- Participates in the development of IT work plans, assigns work ~~activities~~ activities, projects and programs; monitors work flow; reviews and evaluates work products, methods and procedures; ensures timely resolution of Help Desk trouble calls; monitors overall quality.

efficiency and timeliness of Help Desk services; develops standards and procedures to manage and resolves complex and difficult help desk requests.

- Assists with the development, implement and manage of Information Technology Master Plan. Provide mentoring and project management assistance to staff.
- Manages the ongoing upgrade and replacement of desktop computers and ancillary hardware and software.
- Manages ~~the review~~the review, selection, testing and installation of new computer applications.
- Directs development of request for proposals and selection processes for consulting and technical services.
- Oversees staff coordination with internal information services support groups to ensure smooth successful implementation of hardware and software and system enhancements and to minimize operational impact to customers; personally troubleshoots unusual or sensitive issues; maintains communications to schedule and scope projects and to ensure that any concerns are properly addressed.
- Assists in preparing and implementing the team budget; forecasts additional funds needed for staffing, equipment, materials, and supplies; authorizes, monitors, and controls expenditures.
- Provides technical and coaching assistance to team(s) to effectively carry out day-to-day responsibilities.
- Oversees electrical, instrumentation, and control system maintenance and repair work.
- Ensures that the District's safety program requirements are implemented and carried out; works with staff and the Environmental Health and Safety Program Manager to identify and resolve safety issues; takes the lead on investigating near misses and accidents or injuries on the job; completes all necessary reports and other documentation relating to safety.
- Directs emergency repair operations and responses.
- Reviews project designs and contractor submittals; reviews work plans; interprets wiring diagrams, electrical code requirements, and specifications with assigned staff; inspects work in progress and work completed to ensure that the work meets professional standards and is in compliance with federal, state, and local electrical code requirements.
- Provides technical advice to management and others.
- Assists in employee selection; sets clear, achievable performance expectations; coaches employees to carry out their responsibilities; provides ongoing feedback on performance, both technical and interpersonal; conducts timely performance reviews and check-in meetings with employees; identifies safety and training needs and helps individuals develop training plans.
- Motivates employees, recognizes employee contributions, and maximizes individual development.
- Counsels employees on performance issues and carries out progressive discipline if necessary.
- Coordinates staff and resources to implement plans within own work group and with other groups within and outside the District, including both technical and organizational activities.
- Plans, assigns, and reviews the work of the Instrument Technicians/Electricians, the Planner/Scheduler, Painter, and Administrative Specialist; provides back-up to the Mechanical Maintenance Coach.
- The Coach may perform the duties of the Work Group Manager in the absence of the Manager.

Incumbents will perform any other duties that are appropriate for the scope and level of responsibility of this classification.

QUALIFICATIONS:

Education and Experience: Any combination of education and experience that provides the knowledge, skills, and abilities indicated below. A typical way of gaining the knowledge, skills, and abilities is:

Completion of the twelfth grade or its equivalentAn Associate's Degree or technical certifications related to the field, and five years journey-level experience in electrical/instrumentation work related to treatment plant, pump stations and collection system equipment or in a related field. An engineering degree with a strong electrical background may substitute for the journey-level experience. One year of experience in a lead capacity or electrical project management and/or additional education related to electrical/instrumentation work, public or business administration or supervision in the public sector is highly desirable.

Knowledge of: The District's Strategic Plan and team-based organization; principles and practices of effective performance management, leadership, team building, and conflict resolution; principles and practices of electrical ~~theory, work~~theory, work methods, tools, and testing equipment used in a wastewater facility; principles, practices, and techniques of maintenance and troubleshooting of low and medium voltage systems, wiring, and electrical devices; safety rules, codes, principles, and practices related to the work; communication and SCADA equipment, including PLC programming and instrument maintenance and calibration; information technology principles, processes, procedures and techniques; regulations pertaining to wiring and electrical device installation, maintenance, and repair; electrical and electronic schematic diagrams; principles of operation of District wastewater and collection systems; office and computer equipment related to the job; and project management and coordination.

Skill in: Developing and implementing goals, objectives, policies, procedures, work standards, and internal controls; reading and interpreting sketches, blueprints, schematic diagrams, and equipment manuals; selecting, training, developing, motivating, and evaluating staff; delegating work while providing assistance as needed; analyzing operating problems, evaluating alternative proposals, and making sound conclusions; operating office and computer equipment and uses job-related programs; researching, analyzing, and evaluating new equipment; and organizing and prioritizing projects and multiple tasks in an effective and timely manner, maintaining attention to detail and accuracy while meeting critical deadlines.

Planning, coordinating, scheduling, assigning and evaluating the work of individual staff and group performance; analyzing complex work flow processes, understanding the interrelationships between the data ~~requirements~~requirements of various workgroups, and applying the best fit information technology ~~strategies and~~strategies and developing hardware and software resources.

Ability to: Demonstrate excellent judgment about both technical and management issues and make sound, independent decisions about day-to-day activities and in emergency situations; set reasonable performance expectations and assist employees to meet these expectations; take appropriate action if standards and expectations are not met; plan, administer, review, and evaluate the operation of a complex wastewater electrical, instrumentation, and control systems installation, repair, and maintenance program; understand and carry out oral and written instructions in English; prepare clear and concise technical reports, correspondence, and other administrative documents; make clear, concise and effective oral reports and presentations; deal tactfully and effectively with District staff, the public, and representatives of other agencies; and enforce District, OSHA and NFPA 70E safety precautions and standards.

Plan, schedule, prioritize, and adjust project and ~~program resources~~program resources between workgroups to meet competing user demands; research, introduce, and successfully adapt new information technology practices in relevant disciplines such as database administration, business systems application development, network infrastructure maintenance and computer operations.

Interpersonal Effectiveness: Ability to work collaboratively with others in a team-based organization focused on continuous improvement; establish and maintain a positive customer service attitude and effective working relationships with customers; demonstrate excellent two-way communication

skills with staff and others, including the ability to listen, explain, and facilitate; ask for input; offer help; accept suggestions; maintain professional behavior during stressful situations; motivate and develop staff; and provide recognition and encouragement. Must demonstrate integrity, fairness, and flexibility and work with others to establish a climate of openness, mutual respect, and teamwork.

ADDITIONAL INFORMATION:

Disaster Service Worker: Employees of Union Sanitary District are, by state and federal law, Disaster Service Workers. In the event of a declaration of emergency, any employee may be assigned activities which promote the protection of public health and safety or the preservation of lives and property either at the District or within the local, or your own community.

OTHER REQUIREMENTS:

Position status: Unclassified, Exempt, Management
Recruitment: Internal or Internal and External



Coach, Electrical & Technology

Class Code:
3302

Bargaining Unit: Supervision

UNION SANITARY DISTRICT
Established Date: Dec 27, 2013
Revision Date: October 2018

SALARY RANGE

\$62.69 - \$82.28 Hourly
\$5,015.35 - \$6,582.65 Biweekly
\$10,866.60 - \$14,262.41 Monthly
\$130,399.14 - \$171,148.86 Annually

DESCRIPTION:

Reporting to the Maintenance and Technology Manager and working under general supervision, this position plays a critical role in carrying out the District's Strategic Plan and contributing to the success of the District's Mission. The Maintenance and Technology Coach supports and works effectively in a team-based organization, carrying out technical, coaching, supervisory, project management, and administrative responsibilities.

The Electrical and Technology Coach plans, organizes, manages and provides direction and oversight for a comprehensive electrical maintenance program, including the installation, maintenance and repair of SCADA and PLC systems, electrical and electronic equipment, and instrumentation. Maintenance of the District's computer systems and provides a variety of services to District operations and staff including requirement analysis, applications and network design, development, implementation and maintenance; database design and administration; computer and telecommunication systems operations and systems maintenance and security.

This classification requires the ability to exercise a high degree of independent judgment and highly effective decision-making, communication and interpersonal skills.

EXAMPLES OF DUTIES:

- Works with the Maintenance and Technology Manager to develop and assists the Electrical and Support and Information Technology Teams to implement Strategic Plan objectives and performance measures to meet District and work group Balanced Scorecard goals; ensures that performance measures are tracked and met; works with others to identify and implement process improvements.
- Directs user support activities, including troubleshooting hardware and software problems, user training, preventive maintenance and repair, and related technical assistance and advice.
- Directs project activities, which includes the evaluation and selection of vendors and project planning, implementation, and evaluation.
- Participates in the development of IT work plans, assigns work activities, projects and programs; monitors work flow; reviews and evaluates work products, methods and procedures; ensures timely resolution of Help Desk trouble calls; monitors overall quality, efficiency and timeliness of Help Desk services; develops standards and procedures to manage and resolves complex and difficult help desk requests.

- Assists with the development, implement and manage of Information Technology Master Plan. Provide mentoring and project management assistance to staff.
- Manages the ongoing upgrade and replacement of desktop computers and ancillary hardware and software.
- Manages the review, selection, testing and installation of new computer applications,
- Directs development of request for proposals and selection processes for consulting and technical services.
- Oversees staff coordination with internal information services support groups to ensure successful implementation of hardware and software and system enhancements and to minimize operational impact to customers; personally troubleshoots unusual or sensitive issues; maintains communications to schedule and scope projects and to ensure that any concerns are properly addressed.
- Assists in preparing and implementing the team budget; forecasts additional funds needed for staffing, equipment, materials, and supplies; authorizes, monitors, and controls expenditures.
- Provides technical and coaching assistance to team(s) to effectively carry out day-to-day responsibilities.
- Oversees electrical, instrumentation, and control system maintenance and repair work.
- Ensures that the District's safety program requirements are implemented and carried out; works with staff and the Environmental Health and Safety Program Manager to identify and resolve safety issues; takes the lead on investigating near misses and accidents or injuries on the job; completes all necessary reports and other documentation relating to safety.
- Directs emergency repair operations and responses.
- Reviews project designs and contractor submittals; reviews work plans; interprets wiring diagrams, electrical code requirements, and specifications with assigned staff; inspects work in progress and work completed to ensure that the work meets professional standards and is in compliance with federal, state, and local electrical code requirements.
- Provides technical advice to management and others.
- Assists in employee selection; sets clear, achievable performance expectations; coaches employees to carry out their responsibilities; provides ongoing feedback on performance, both technical and interpersonal; conducts timely performance reviews and check-in meetings with employees; identifies safety and training needs and helps individuals develop training plans.
- Motivates employees, recognizes employee contributions, and maximizes individual development.
- Counsels employees on performance issues and carries out progressive discipline if necessary.
- Coordinates staff and resources to implement plans within own work group and with other groups within and outside the District, including both technical and organizational activities.
- Plans, assigns, and reviews the work of the Instrument Technicians/Electricians, the Planner/Scheduler, Painter, and Administrative Specialist; provides back-up to the Mechanical Maintenance Coach.
- The Coach may perform the duties of the Work Group Manager in the absence of the Manager.

Incumbents will perform any other duties that are appropriate for the scope and level of responsibility of this classification.

QUALIFICATIONS:

Education and Experience: Any combination of education and experience that provides the knowledge, skills, and abilities indicated below. A typical way of gaining the knowledge, skills, and abilities is:

An Associate's Degree or technical certifications related to the field, and five years journey-level experience in electrical/instrumentation work related to treatment plant, pump stations and collection system equipment or in a related field. An engineering degree with a strong electrical background may substitute for the journey-level experience. One year of experience in a lead capacity or electrical project management and/or additional education related to electrical/instrumentation work, public or business administration or supervision in the public sector is highly desirable.

Knowledge of: The District's Strategic Plan and team-based organization; principles and practices of effective performance management, leadership, team building, and conflict resolution; principles and practices of electrical theory, work methods, tools, and testing equipment used in a wastewater facility; principles, practices, and techniques of maintenance and troubleshooting of low and medium voltage systems, wiring, and electrical devices; safety rules, codes, principles, and practices related to the work; communication and SCADA equipment, including PLC programming and instrument maintenance and calibration; information technology principles, processes, procedures and techniques; regulations pertaining to wiring and electrical device installation, maintenance, and repair; electrical and electronic schematic diagrams; principles of operation of District wastewater and collection systems; office and computer equipment related to the job; and project management and coordination. Skill in: Developing and implementing goals, objectives, policies, procedures, work standards, and internal controls; reading and interpreting sketches, blueprints, schematic diagrams, and equipment manuals; selecting, training, developing, motivating, and evaluating staff; delegating work while providing assistance as needed; analyzing operating problems, evaluating alternative proposals, and making sound conclusions; operating office and computer equipment and uses job-related programs; researching, analyzing, and evaluating new equipment; and organizing and prioritizing projects and multiple tasks in an effective and timely manner, maintaining attention to detail and accuracy while meeting critical deadlines.

Planning, coordinating, scheduling, assigning and evaluating the work of individual staff and group performance; analyzing complex work flow processes, understanding the interrelationships between the data requirements of various workgroups, and applying the best fit information technology strategies and developing hardware and software resources.

Ability to: Demonstrate excellent judgment about both technical and management issues and make sound, independent decisions about day-to-day activities and in emergency situations; set reasonable performance expectations and assist employees to meet these expectations; take appropriate action if standards and expectations are not met; plan, administer, review, and evaluate the operation of a complex wastewater electrical, instrumentation, and control systems installation, repair, and maintenance program; understand and carry out oral and written instructions in English; prepare clear and concise technical reports, correspondence, and other administrative documents; make clear, concise and effective oral reports and presentations; deal tactfully and effectively with District staff, the public, and representatives of other agencies; and enforce District, OSHA and NFPA 70E safety precautions and standards.

Plan, schedule, prioritize, and adjust project and program resources between workgroups to meet competing user demands; research, introduce, and successfully adapt new information technology practices in relevant disciplines such as database administration, business systems application development, network infrastructure maintenance and computer operations.

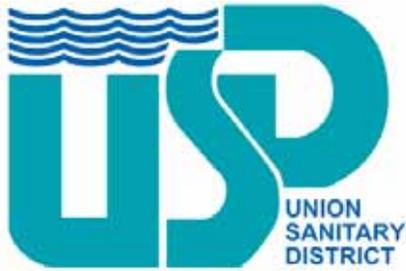
Interpersonal Effectiveness: Ability to work collaboratively with others in a team-based organization focused on continuous improvement; establish and maintain a positive customer service attitude and effective working relationships with customers; demonstrate excellent two-way communication skills with staff and others, including the ability to listen, explain, and facilitate; ask for input; offer help; accept suggestions; maintain professional behavior during stressful situations; motivate and develop staff; and provide recognition and encouragement. Must demonstrate integrity, fairness, and flexibility and work with others to establish a climate of openness, mutual respect, and teamwork.

ADDITIONAL INFORMATION:

Disaster Service Worker: Employees of Union Sanitary District are, by state and federal law, Disaster Service Workers. In the event of a declaration of emergency, any employee may be assigned activities which promote the protection of public health and safety or the preservation of lives and property either at the District or within the local, or your own community.

OTHER REQUIREMENTS:

Position status: Unclassified, Exempt, Management
Recruitment: Internal or Internal and External



Directors
Manny Fernandez
Tom Handley
Pat Kite
Anjali Lathi
Jennifer Toy

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

Karen W. Murphy
Attorney

DATE: October 1, 2018

MEMO TO: Board of Directors - Union Sanitary District

FROM: Paul R. Eldredge, General Manager/District Engineer
Sami E. Ghossain, Manager of Technical Services
Rollie Arbolante, Customer Service Team Coach
Rod Schurman, Associate Engineer

SUBJECT: Agenda Item No. 10 - Meeting of October 8, 2018
Consider a Resolution to Quitclaim Existing Sanitary Sewer Easements at 4438 Enterprise Street or along the East Side of I-880 from Butano Park Drive to Enterprise Place, in the City of Fremont

Recommendation

Staff recommends that the Board consider adopting one of the following resolutions:

- A. Quitclaim one existing sanitary sewer easement and a portion of one existing sanitary sewer easement at 4438 Enterprise Street, in the City of Fremont; or
- B. Quitclaim four existing sanitary sewer easements and a portion of one existing sanitary sewer easement along the east side of Interstate 880 from Butano Park Drive to Enterprise Place, in the City of Fremont.

Background

Public Storage Properties, LTD, requested that the two vacant sanitary sewer easements (SSE) on their property at 4438 Enterprise Street be quitclaimed to facilitate redevelopment of the site, which will include a biotreatment facility. The two SSEs on the site are a 15-foot wide easement along the southwest property line, part of a series of SSEs that run alongside Interstate 880 (I-880) from Butano Park Drive to Fremont Boulevard, and a 10-foot wide sanitary sewer access easement off Enterprise Street that runs along the southeast property line of the parcel and connects to the 15' wide SSE.

In the late 1950s, a 15-inch trunk sewer was constructed, in an easement, along the east side of I-880 from Butano Park Drive to Fremont Blvd., and on to the former Irvington Treatment Plant. In 1992, the upper portion of this 15-inch sewer was abandoned and replaced with a new 18-inch trunk sewer that was constructed under I-880 from Butano Park Drive to Albrae Street, and ultimately flowed to the Irvington Pump Station. The lower portion of this 15-inch sewer continues to serve the I-880 California Highway Patrol Commercial Vehicle Inspection Stations, and other local flows further downstream. Please see the attached Vicinity Maps.

A portion of the SSE for the 15-inch trunk sewer crosses 4438 Enterprise Street. Additionally, there exists a 10-foot sanitary sewer easement at 4438 Enterprise Street located along the southeast property line of the parcel. It is believed the easement was granted to provide access to the 15-inch sanitary sewer. These existing easements, as well as the other easements along the east side of I-880 from Butano Park Drive to Enterprise Place, serve no purpose for the District and can be quitclaimed. District staff has confirmed that there are no plans or foreseeable need to use these easements for new sewer lines or for access by USD crews.

Staff has reviewed the legal descriptions and plat maps of the easements to be quitclaimed and has prepared the quitclaim deeds. Staff has also prepared two resolutions for consideration:

- Resolution A – Quitclaim existing easements (Exhibits A thru D) at 4438 Enterprise Street, or
- Resolution B – Quitclaim existing easements (Exhibits C thru L) at 4438 Enterprise Street, and along the east side of I-880 from Butano Park Drive to Enterprise Place.

Staff prefers the Board quitclaim all sanitary sewer easements by adoption of Resolution B.

PRE/SEG/RA/RS;dl

Attachments: Vicinity Maps (2 sheets)

Resolution A – Quitclaim One SSE and a Portion of One SSE at 4438 Enterprise St.

Resolution B – Quitclaim Four SSEs and a Portion of One SSE Along the East Side
of I-880 From Butano Park Dr. To Enterprise Pl.

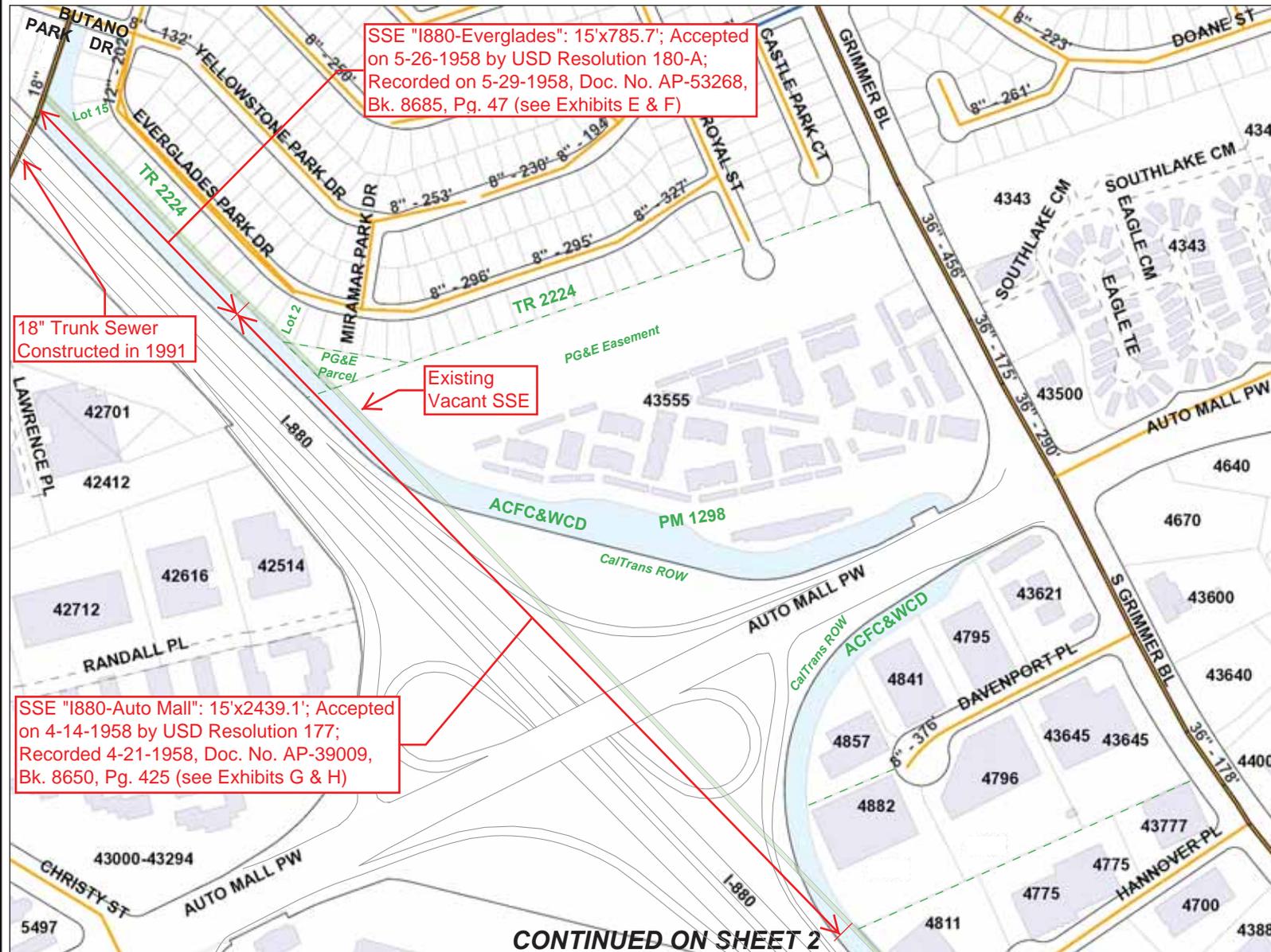
Quitclaim Deed Request A

Quitclaim Deed Request B

Exhibits A thru L



Vicinity Map, Easements To Be Quitclaimed Near Enterprise Street



Legend

- Sewer Mains
 - <all other values>
 - EBDA outfall
 - Forcemain
 - Gravity main
 - Overflow main
 - Siphons
 - Trunk Main
- Railroad / BART
 - UPRR
 - BART
- Public Right of Way
 - Private Right of Way
- Buildings
- Sanitary Sewer Easements (SSE)
- Parcels
 - Typical
 - Alameda Cnty Flood Cntrl
 - Bodies of Water

416.7 0 208.33 416.7 Feet



1: 5,000



Printed: 8/31/2018 11:16 AM

For USD use only

The information on this map is provided by Union Sanitary District (USD) for internal use only. Such information is derived from multiple sources which may not be current, be outside the control of USD, and may be of indeterminate accuracy. The information provided hereon may be inaccurate or out of date and any person or entity who relies on said information for any purpose whatsoever does so solely at their own risk.

Notes

Sheet 1 of 2

**QUITCLAIM ONE EXISTING SANITARY SEWER EASEMENT AND A
PORTION OF ONE EXISTING SANITARY SEWER EASEMENT AT 4438
ENTERPRISE STREET, IN THE CITY OF FREMONT, CALIFORNIA**

RESOLVED by the Board of Directors of UNION SANITARY DISTRICT, that it hereby quitclaims its interest in one sanitary sewer easement and a portion of one sanitary sewer easement granted to Union Sanitary District as described in the Quitclaim Deed and by the legal descriptions and plat maps, attached as Exhibit A, Exhibit B, Exhibit C, and Exhibit D.

FURTHER RESOLVED by the Board of Directors of UNION SANITARY DISTRICT that it hereby authorizes the General Manager/District Engineer, or his designee, to attend to the recordation thereof.

On motion duly made and seconded, this resolution was adopted by the following vote on October 8, 2018:

AYES:

NOES:

ABSENT:

ABSTAIN:

ANJALI LATHI
President, Board of Directors
Union Sanitary District

Attest:

JENNIFER TOY
Secretary, Board of Directors
Union Sanitary District

QUITCLAIM FOUR EXISTING SANITARY SEWER EASEMENTS AND A PORTION OF ONE EXISTING SANITARY SEWER EASEMENT ALONG THE EAST SIDE OF INTERSTATE 880 FROM BUTANO PARK DRIVE TO ENTERPRISE PLACE, IN THE CITY OF FREMONT, CALIFORNIA

RESOLVED by the Board of Directors of UNION SANITARY DISTRICT, that it hereby quitclaims its interest in four sanitary sewer easements and a portion of one sanitary sewer easement granted to Union Sanitary District as described in the Quitclaim Deed and by the legal descriptions and plat maps, attached as Exhibit C, Exhibit D, Exhibit E, Exhibit F, Exhibit G, Exhibit H, Exhibit I, Exhibit J, Exhibit K, and Exhibit L.

FURTHER RESOLVED by the Board of Directors of UNION SANITARY DISTRICT that it hereby authorizes the General Manager/District Engineer, or his designee, to attend to the recordation thereof.

On motion duly made and seconded, this resolution was adopted by the following vote on October 8, 2018:

AYES:

NOES:

ABSENT:

ABSTAIN:

ANJALI LATHI
President, Board of Directors
Union Sanitary District

Attest:

JENNIFER TOY
Secretary, Board of Directors
Union Sanitary District

A

Recording requested by
and when recorded
return to:

UNION SANITARY DISTRICT
Attn: Regina McEvoy
5072 Benson Road
Union City, CA 94587

Documentary Transfer Tax \$0.00, consideration less than \$100 (R&T Code 11911)
This instrument is exempt from recording fees (Govt. Code 27383)

QUITCLAIM DEED - EASEMENT

FOR A VALUABLE CONSIDERATION, receipt of which is hereby acknowledged, UNION SANITARY DISTRICT, a public sanitary district, does hereby REMISE, RELEASE AND QUITCLAIM real property in the City of FREMONT, County of ALAMEDA, State of CALIFORNIA, described as follows:

All of one sanitary sewer easement and a portion of one sanitary sewer easement granted to the Union Sanitary District as described in documents number AM10740 and 78-008707, respectively, of the Official Records of Alameda County, more particularly described by the legal descriptions and plat maps attached as Exhibit A, Exhibit B, Exhibit C and Exhibit D.

Dated this 8th day of October 2018.

ANJALI LATHI
President, Board of Directors
Union Sanitary District

Recording requested by
and when recorded
return to:

UNION SANITARY DISTRICT
Attn: Regina McEvoy
5072 Benson Road
Union City, CA 94587

Documentary Transfer Tax \$0.00, consideration less than \$100 (R&T Code 11911)
This instrument is exempt from recording fees (Govt. Code 27383)

QUITCLAIM DEED - EASEMENT

FOR A VALUABLE CONSIDERATION, receipt of which is hereby acknowledged, UNION SANITARY DISTRICT, a public sanitary district, does hereby REMISE, RELEASE AND QUITCLAIM real property in the City of FREMONT, County of ALAMEDA, State of CALIFORNIA, described as follows:

All of four sanitary sewer easements and a portion of one sanitary sewer easement granted to the Union Sanitary District as described in documents number AP53268, AP39009, AP27083, AM10740, and 78-008707 of the Official Records of Alameda County, more particularly described by the legal descriptions and plat maps attached as Exhibit C, Exhibit D, Exhibit E, Exhibit F, Exhibit G, Exhibit H, Exhibit I, Exhibit J, Exhibit K, and Exhibit L.

Dated this 8th day of October 2018.

ANJALI LATHI
President, Board of Directors
Union Sanitary District

EXHIBIT "A"
LEGAL DESCRIPTION
PARTIAL QUITCLAIM OF EXISTING SANITARY SEWER EASEMENT
4438 ENTERPRISE

ALL THAT CERTAIN REAL PROPERTY SITUATE IN THE CITY OF FREMONT, COUNTY OF ALAMEDA, STATE OF CALIFORNIA DESCRIBED AS FOLLOWS:

BEING A STRIP OF LAND 15 FEET IN WIDTH AND BEING A PORTION OF LOTS 6 AND 7 AS REFERENCED ON THAT CERTAIN SUBDIVISION MAP ENTITLED "TRACT 3831" FILED FOR RECORD SEPTEMBER 21ST, 1977 IN BOOK 96 OF MAPS AT PAGES 74-75, ALAMEDA COUNTY RECORDS, AND MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHEASTERLY CORNER OF SAID LOT 7 AND ALSO BEING A POINT ON THE SOUTHWESTERLY BOUNDARY OF ENTERPRISE STREET (PUBLIC STREET);

THENCE SOUTHWESTERLY ALONG THE SOUTHEASTERLY BOUNDARY OF SAID LOT 7 SOUTH 44° 49' 55" WEST, A DISTANCE OF 305.00 FEET TO THE **TRUE POINT OF BEGINNING**;

THENCE CONTINUING SOUTHWESTERLY ALONG SAID SOUTHEASTERLY BOUNDARY SOUTH 44° 49' 55" WEST, A DISTANCE OF 15.00 FEET;

THENCE LEAVING SAID SOUTHEASTERLY BOUNDARY NORTH 45° 10' 05" WEST, A DISTANCE OF 396.00 FEET TO A POINT ON THE NORTHWESTERLY BOUNDARY OF SAID LOT 6;

THENCE NORTHEASTERLY ALONG SAID NORTHWESTERLY BOUNDARY NORTH 44° 49' 55" EAST, A DISTANCE OF 15.00 FEET;

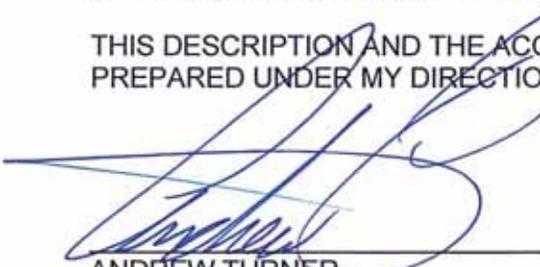
THENCE LEAVING SAID NORTHWESTERLY BOUNDARY SOUTH 45° 10' 05" EAST, A DISTANCE OF 396.00 FEET TO THE **TRUE POINT OF BEGINNING**.

CONTAINING 5,940 SQUARE FEET (0.136 ACRES) MORE OR LESS

THE BEARING NORTH 45° 10' 05" WEST ON THE CENTERLINE OF ENTERPRISE STREET, BETWEEN TWO FOUND MONUMENTS, AS SHOWN UPON THAT CERTAIN SUBDIVISION MAP ENTITLED "TRACT 3831" FILED FOR RECORD SEPTEMBER 21ST, 1977 IN BOOK 96 OF MAPS AT PAGES 74-75, ALAMEDA COUNTY RECORDS, WAS USED AS THE BASIS FOR ALL BEARINGS REFERENCED IN THIS PLAT.

A PLAT ENTITLED EXHIBIT "B" IS ATTACHED HERETO AND MADE PART HEREOF.

THIS DESCRIPTION AND THE ACCOMPANYING PLAT WERE PREPARED BY ME OR PREPARED UNDER MY DIRECTION



ANDREW TURNER
P.L.S. 9104
CIVIL ENGINEERING ASSOCIATES, INC.



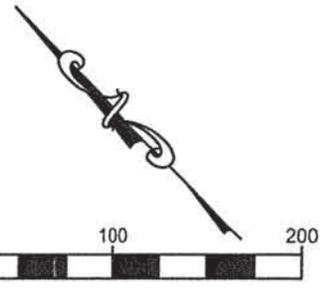
9/28/2018
DATE

LEGEND

-  DISTINCTIVE BOUNDARY
-  RIGHT-OF-WAY LINE
-  LOT LINE
-  CENTER LINE
-  EXISTING EASEMENT LINE
-  PORTION OF EXISTING SSE TO BE QUITCLAIMED
-  SSE
SANITARY SEWER EASEMENT
-  EXISTING STREET MONUMENT AS SHOWN

BASIS OF BEARINGS

THE BEARING NORTH 45°10'05" WEST ON THE CENTERLINE OF ENTERPRISE STREET, BETWEEN TWO FOUND MONUMENTS AS SHOWN ON THAT CERTAIN SUBDIVISION MAP ENTITLED "TRACT 3831" FILED FOR RECORD IN BOOK 96 OF MAPS AT PAGES 74-75, ALAMEDA COUNTY RECORDS, WAS USED AS THE BASIS FOR ALL BEARINGS SHOWN ON THIS PLAT.



REFERENCES

- [1] 96 M 74-75
- [2] 100 M 34-35

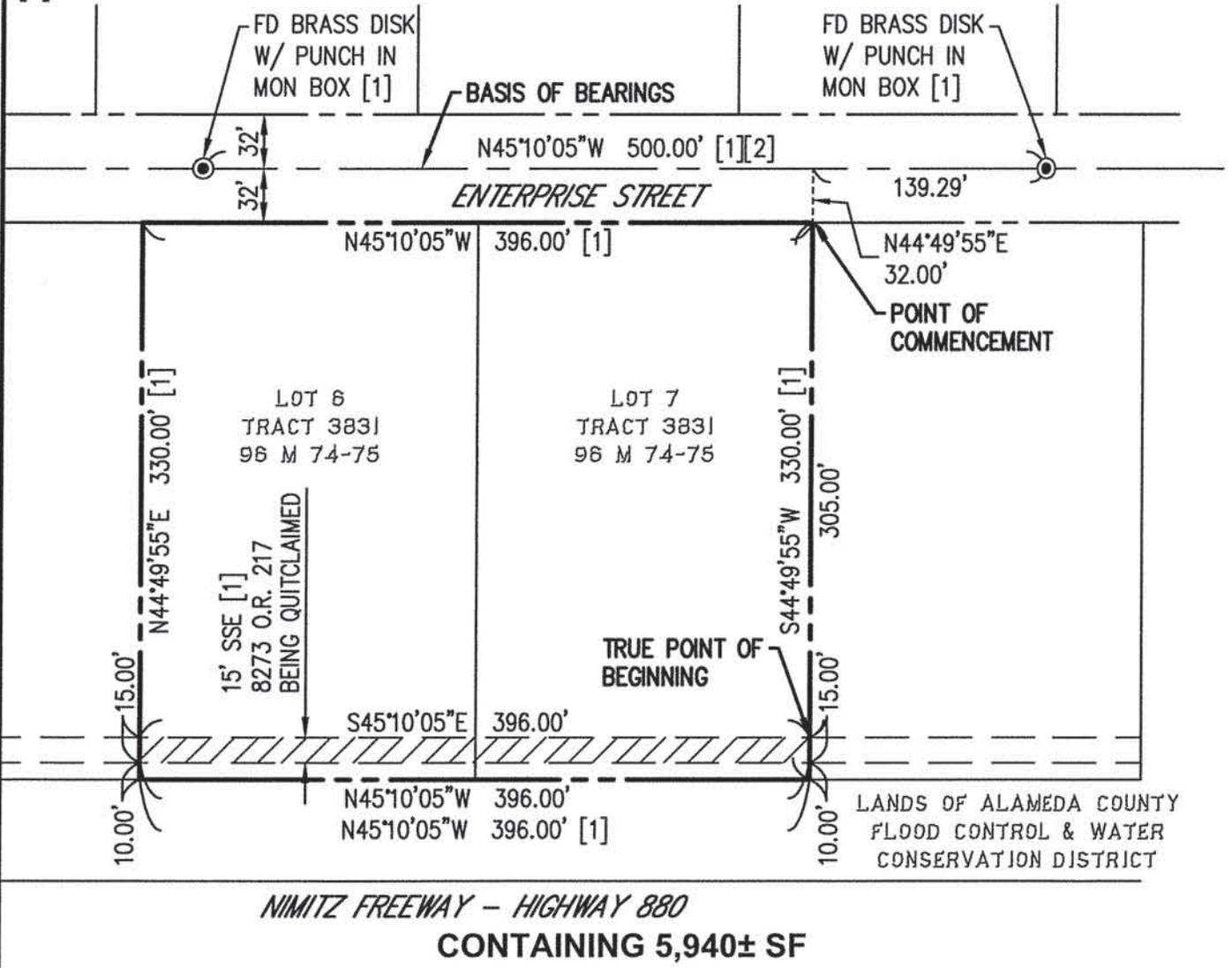


EXHIBIT "B" PARTIAL QUITCLAIM OF EXISTING SANITARY SEWER EASEMENT PLAT TO ACCOMPANY LEGAL DESCRIPTION



Civil Engineering Associates

Civil Engineers • Planners • Surveyors

2055 Gateway Place Suite 550
San Jose, CA 95110
T: (408) 453-1066

BY: CH
DATE: 9/28/2018
SCALE: 1"=100' 1 OF 1
JOB NO. 17-133 SHT.NO.

17133PLAT VACATION 15' SSE.dwg Sep 28, 2018

**EXHIBIT "C"
LEGAL DESCRIPTION
QUITCLAIM OF EXISTING SANITARY SEWER EASEMENT
ACCESS EASEMENT**

ALL THAT CERTAIN REAL PROPERTY SITUATE IN THE CITY OF FREMONT, COUNTY OF ALAMEDA, STATE OF CALIFORNIA DESCRIBED AS FOLLOWS:

BEING A STRIP OF LAND 10 FEET IN WIDTH AND BEING A PORTION OF LOT 7 AS REFERENCED ON THAT CERTAIN MAP TRACT 3831 RECORDED SEPTEMBER 21ST, 1977 IN BOOK 96 OF MAPS AT PAGES 74-75 OF THE COUNTY RECORDER BY SAID COUNTY OF ALAMEDA, AND MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE INTERSECTION OF THE SOUTHERLY LINE OF ENTERPRISE STREET 64.00 FEET IN WIDTH AND THE NORTHEASTERLY CORNER OF SAID LOT 7 AS SHOWN ON SAID RECORDED TRACT MAP;

THENCE ALONG THE SOUTHEASTERLY BOUNDARY LINE OF SAID LOT 7 SOUTH 44° 49' 55" WEST, A DISTANCE OF 330.00 FEET TO A POINT ON THE SOUTHERLY BOUNDARY LINE OF SAID LOT 7;

THENCE ALONG SAID SOUTHERLY BOUNDARY LINE NORTH 45° 10' 05" WEST, A DISTANCE OF 10.00 FEET;

THENCE NORTH 44° 49' 55" EAST, A DISTANCE OF 330.00 FEET TO A POINT ON THE NORTHERLY BOUNDARY LINE OF SAID LOT 7;

THENCE ALONG SAID NORTHERLY BOUNDARY LINE NORTH 45° 10' 05" WEST, A DISTANCE OF 10.00 FEET BACK TO THE **POINT OF BEGINNING**.

CONTAINING 3,300 SQUARE FEET (0.076 ACRES) MORE OR LESS.

A PLAT ENTITLED EXHIBIT "D" IS ATTACHED HERETO AND MADE PART HEREOF.

THIS DESCRIPTION AND THE ACCOMPANYING PLAT WERE PREPARED BY ME OR PREPARED UNDER MY DIRECTION.

ANDREW TURNER
P.L.S. 9104
CIVIL ENGINEERING ASSOCIATES, INC.
JOB NO. 17-133



9/12/2018
DATE

LEGEND

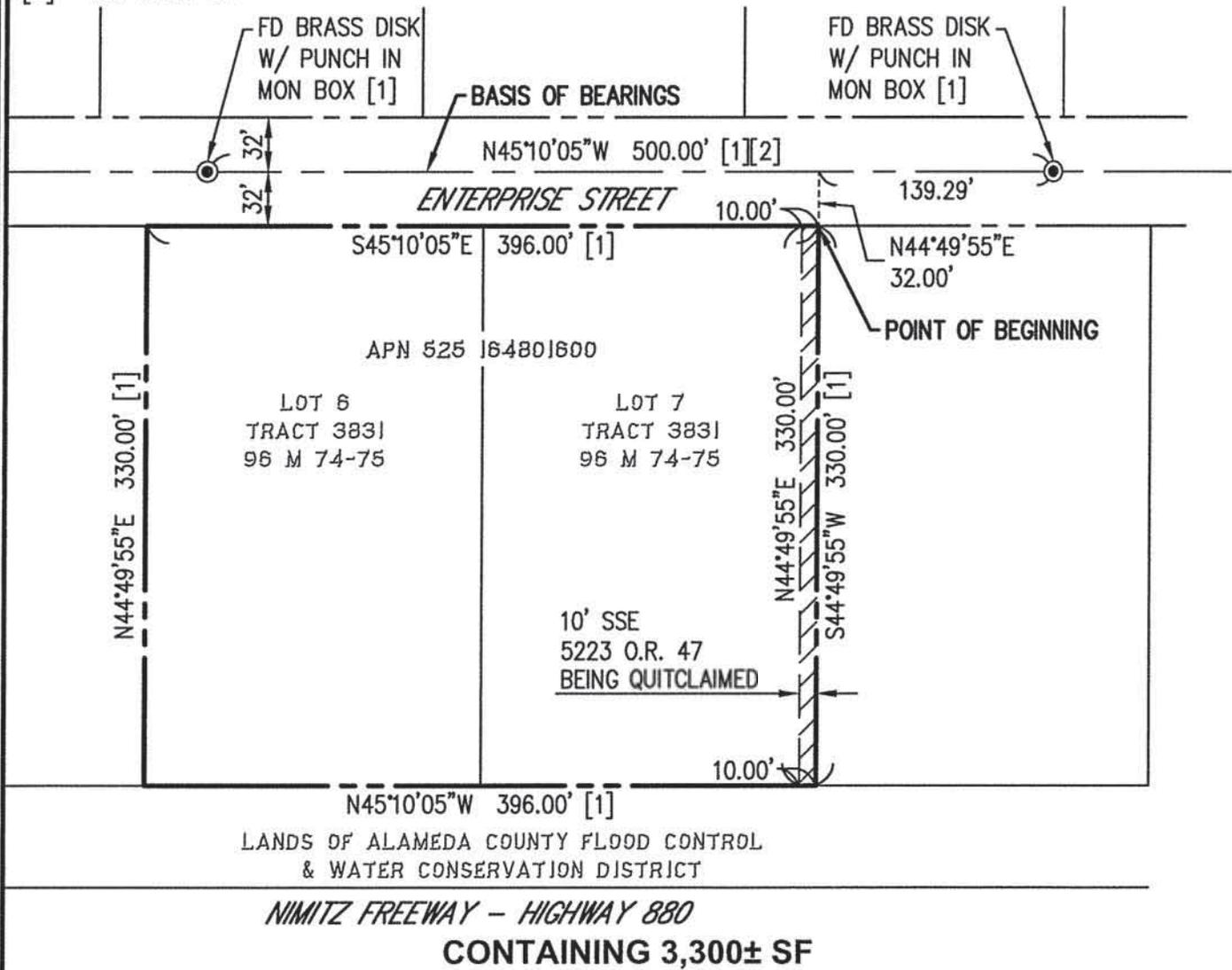
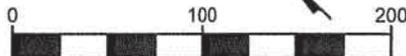
-  DISTINCTIVE BOUNDARY
-  RIGHT-OF-WAY LINE
-  LOT LINE
-  CENTER LINE
-  EXISTING EASEMENT LINE
-  PORTION OF EXISTING SSE TO BE QUITCLAIMED
-  SSE
-  EXISTING STREET MONUMENT AS SHOWN

BASIS OF BEARINGS

THE BEARING NORTH 45°10'05" WEST ON THE CENTERLINE OF ENTERPRISE STREET, BETWEEN TWO FOUND MONUMENTS AS SHOWN ON THAT CERTAIN SUBDIVISION MAP ENTITLED "TRACT 3831" FILED FOR RECORD IN BOOK 96 OF MAPS AT PAGES 74-75, ALAMEDA COUNTY RECORDS, WAS USED AS THE BASIS FOR ALL BEARINGS SHOWN ON THIS PLAT.

REFERENCES

- [1] 96 M 74-75
- [2] 100 M 34-35



**EXHIBIT "D" QUITCLAIM OF EXISTING SANITARY SEWER EASEMENT
PLAT TO ACCOMPANY LEGAL DESCRIPTION**



**Civil
Engineering
Associates**

Civil Engineers • Planners • Surveyors

2055 Gateway Place Suite 550
San Jose, CA 95110
T: (408) 453-1066

BY: CH

DATE: 9/12/2018

SCALE: 1"=100'

JOB NO. 17-133

1 OF 1
SHT.NO.

EXHIBIT "E"
LEGAL DESCRIPTION
QUITCLAIM OF EXISTING SANITARY SEWER EASEMENT
I880-EVERGLADES

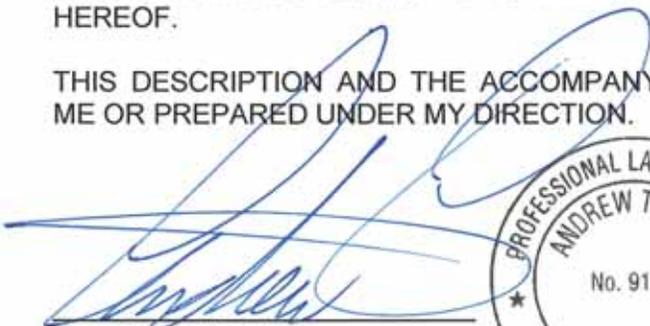
ALL THAT CERTAIN REAL PROPERTY SITUATE IN THE CITY OF FREMONT, COUNTY OF ALAMEDA, STATE OF CALIFORNIA DESCRIBED AS FOLLOWS:

BEING ALL OF THE EXISTING 15 FOOT WIDE SEWER EASEMENT AS REFERENCED IN THAT CERTAIN GRANT OF EASEMENT FILED FOR RECORD MAY 29, 1958 AS DOC. NO. AP53268 IN BOOK 8685 AT PAGES 47-50, OFFICIAL RECORDS OF SAID ALAMEDA COUNTY.

| | | | | |
|--|---------------|----------------------|---------------------------------------|------------------------------------|
| BEING MORE PARTICULARLY DESCRIBED AS BEING ALL OF THE PORTIONS OF THE 15 FOOT WIDE SANITARY SEWER EASEMENT THAT IS LOCATED WITHIN THE FOLLOWING PARCELS: | | | | |
| | APN | ADDRESS | OWNER | |
| | 525 130407800 | YELLOW STONE PARK DR | ALAMEDA COUNTY FLOOD CONTROL DISTRICT | |
| TRACT MAP 2224 RECORDED ON MARCH 26, 1962 AS DOC. NO. AT39686 IN BOOK 45 OF MAPS AT PAGE 16, OFFICIAL RECORDS OF ALAMEDA COUNTY: | | | | |
| TM | LOT | APN | ADDRESS | OWNER |
| 2224 | 15 | 525 130406200 | 42979 EVERGLADES PARK DR | DUBE AKHILESH & SINGH NILAM |
| 2224 | 14 | 526 130406300 | 43001 EVERGLADES PARK DR | NOOR TANWEER & FATIMA TASNEEM |
| 2224 | 13 | 527 130406400 | 43007 EVERGLADES PARK DR | GALLAGHER JOANNA P & BENJAMIN JR |
| 2224 | 12 | 528 130406500 | 43013 EVERGLADES PARK DR | BETTS DAVID TR |
| 2224 | 11 | 529 130406600 | 43019 EVERGLADES PARK DR | DIAS CLINTON J & SUSAN A |
| 2224 | 10 | 530 130406700 | 43025 EVERGLADES PARK DR | LIM KWANG T & SOOK H |
| 2224 | 9 | 531 130406800 | 43031 EVERGLADES PARK DR | PAVLE KETAN & BHONSLE ROSHNI |
| 2224 | 8 | 532 130406900 | 43037 EVERGLADES PARK DR | MALLARI JEFFREY T |
| 2224 | 7 | 533 130407000 | 43043 EVERGLADES PARK DR | BHACHU RAJINDER S & SINGH PATRICIA |
| 2224 | 6 | 534 130407100 | 43049 EVERGLADES PARK DR | CHEN DEBORAH G |
| 2224 | 5 | 535 130407200 | 43055 EVERGLADES PARK DR | BHATNAGAR UDBHAV & GHODKE SNEHA |
| 2224 | 4 | 536 130407300 | 43061 EVERGLADES PARK DR | GARCIA MICHAEL R & JULIE A TRS |

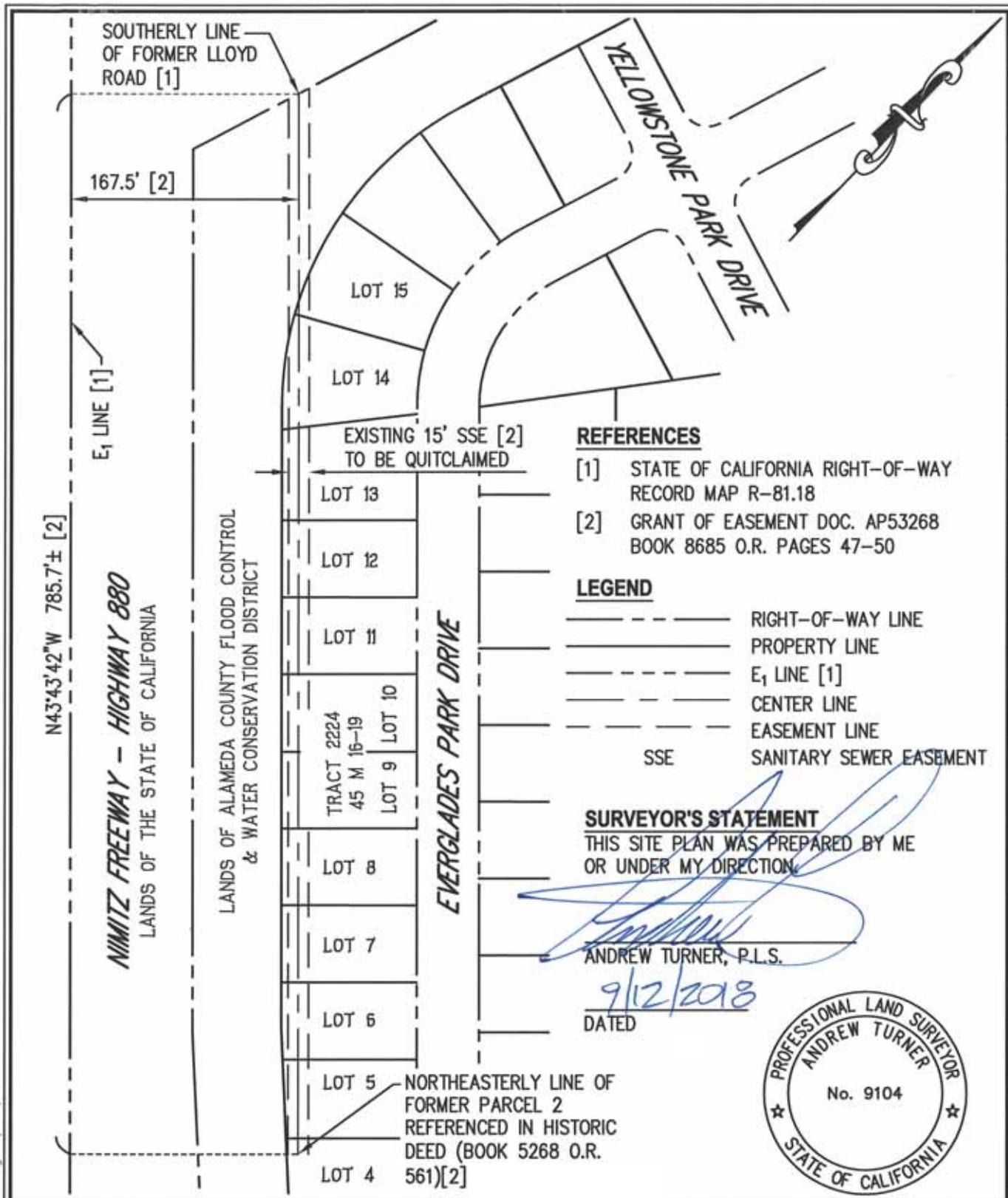
A PLAT ENTITLED EXHIBIT "F" IS ATTACHED HERETO AND MADE A PART HEREOF.

THIS DESCRIPTION AND THE ACCOMPANYING PLAT WERE PREPARED BY ME OR PREPARED UNDER MY DIRECTION.


 ANDREW TURNER
 P.L.S. 9104
 CIVIL ENGINEERING ASSOCIATES, INC



9/12/2018
 DATE



REFERENCES

- [1] STATE OF CALIFORNIA RIGHT-OF-WAY RECORD MAP R-81.18
- [2] GRANT OF EASEMENT DOC. AP53268 BOOK 8685 O.R. PAGES 47-50

LEGEND

- RIGHT-OF-WAY LINE
- ===== PROPERTY LINE
- - - - - E₁ LINE [1]
- CENTER LINE
- - - - - EASEMENT LINE
- SSE SANITARY SEWER EASEMENT

SURVEYOR'S STATEMENT

THIS SITE PLAN WAS PREPARED BY ME OR UNDER MY DIRECTION.

Andrew Turner
 ANDREW TURNER, P.L.S.

9/12/2018
 DATED



EXHIBIT "F" QUITCLAIM OF EXISTING SANITARY SEWER EASEMENT PLAT TO ACCOMPANY LEGAL DESCRIPTION

18134-PLAT1 - RESOLUTION 180A.dwg Sep 12, 2018



Civil Engineering Associates

Civil Engineers • Planners • Surveyors

2055 Gateway Place Suite 550
 San Jose, CA 95110
 T: (408) 453-1066

BY: CH
 DATE: 9/12/2018
 SCALE: 1"=100' 1 OF 1 SHT.NO.
 JOB NO. 18-134

**EXHIBIT "G"
LEGAL DESCRIPTION
QUITCLAIM OF EXISTING SANITARY SEWER EASEMENT
I880-AUTOMALL**

ALL THAT CERTAIN REAL PROPERTY SITUATE IN THE CITY OF FREMONT, COUNTY OF ALAMEDA, STATE OF CALIFORNIA DESCRIBED AS FOLLOWS:

BEING ALL OF THE EXISTING 15 FOOT WIDE SEWER EASEMENT AS REFERENCED IN THAT CERTAIN GRANT OF EASEMENT FILED FOR RECORD APRIL 21, 1958 AS DOC. NO. AP39009 IN BOOK 8650 AT PAGES 425-427, OFFICIAL RECORDS OF SAID ALAMEDA COUNTY.

| | | | | |
|--|---------------|--------------------|---------------------------------------|---------------------------------------|
| BEING MORE PARTICULARLY DESCRIBED AS BEING ALL OF THE PORTIONS OF THE 15 FOOT WIDE SANITARY SEWER EASEMENT THAT IS LOCATED WITHIN THE FOLLOWING PARCELS: | | | | |
| | APN | ADDRESS | OWNER | |
| | 525 130407700 | EVERGLADES PARK DR | PG&E CO, 135-1-67-3 | |
| | 525 132701402 | DURHAM RD | ALAMEDA COUNTY FLOOD CONTROL DISTRICT | |
| TRACT MAP 2224 RECORDED ON MARCH 26, 1962 AS DOC. NO. AT39686 IN BOOK 45 OF MAPS AT PAGE 16, OFFICIAL RECORDS OF ALAMEDA COUNTY: | | | | |
| TM | LOT | APN | ADDRESS | OWNER |
| 2224 | 4 | 536 130407300 | 43061 EVERGLADES PARK DR | GARCIA MICHAEL R & JULIE A TRS |
| 2224 | 3 | 537 130407400 | 43067 EVERGLADES PARK DR | PINEDA STEVE M & MARY A TRS |
| 2224 | 2 | 538 130407500 | 43073 EVERGLADES PARK DR | MALDONANO JUAN M & CHERYL A |
| PARCEL MAP 1298 RECORDED ON JUNE 13, 1975 AS DOC. NO. 75-082228 IN BOOK 87 OF MAPS AT PAGE 9, OFFICIAL RECORDS OF ALAMEDA COUNTY: | | | | |
| PM | LOT | APN | ADDRESS | OWNER |
| 1298 | -- | 525 129801102 | N/A | ALAMEDA COUNTY FLOOD CONTROL DISTRICT |

A PLAT ENTITLED EXHIBIT "H" IS ATTACHED HERETO AND MADE A PART HEREOF.

THIS DESCRIPTION AND THE ACCOMPANYING PLAT WERE PREPARED BY ME OR PREPARED UNDER MY DIRECTION.



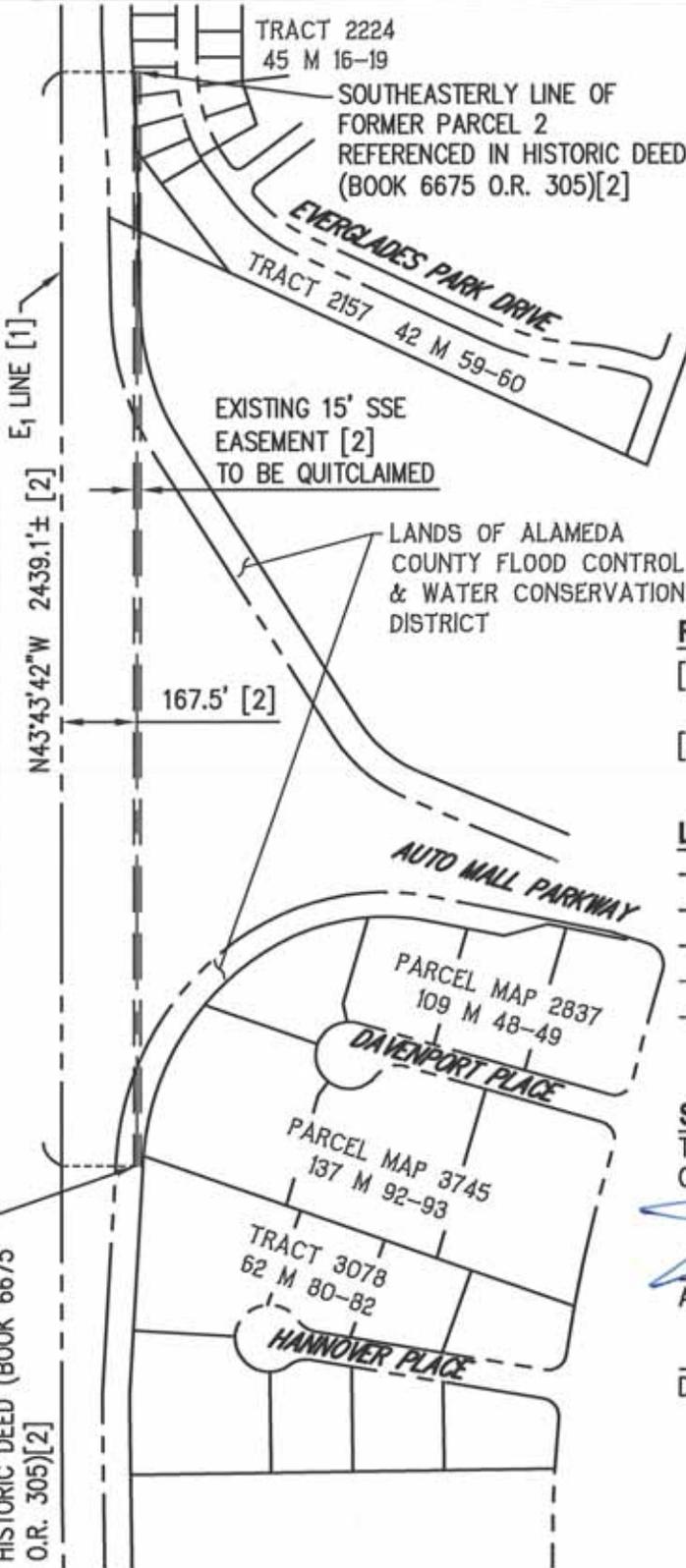
ANDREW TURNER
P.L.S. 9104
CIVIL ENGINEERING ASSOCIATES, INC.



9/12/2018
DATE

NIMITZ FREEWAY - HIGHWAY 880
LANDS OF THE STATE OF CALIFORNIA

WESTERLY LINE OF FORMER
PARCEL 1 REFERENCED IN
HISTORIC DEED (BOOK 6675
O.R. 305)[2]



REFERENCES

- [1] STATE OF CALIFORNIA RIGHT-OF-WAY
RECORD MAP R-81.14 & R-81.18
- [2] GRANT OF EASEMENT DOC. AP39009
BOOK 8650 O.R. PAGES 425-427

LEGEND

- RIGHT-OF-WAY LINE
- PROPERTY LINE
- E₁ LINE [1]
- CENTER LINE
- EASEMENT LINE
- SSE SANITARY SEWER EASEMENT

SURVEYOR'S STATEMENT

THIS SITE PLAN WAS PREPARED BY ME
OR UNDER MY DIRECTION.

Andrew Turner
ANDREW TURNER, P.L.S.

9/12/2018
DATED



**EXHIBIT "H" QUITCLAIM OF EXISTING SANITARY SEWER EASEMENT
PLAT TO ACCOMPANY LEGAL DESCRIPTION**

18134 PLAT2 - RESOLUTION 177.dwg Sep 12, 2018



**Civil
Engineering
Associates**

Civil Engineers • Planners • Surveyors

2055 Gateway Place Suite 550
San Jose, CA 95110
T: (408) 453-1066

| | | |
|---------|-----------|-------------------|
| BY: | CH | |
| DATE: | 9/12/2018 | |
| SCALE: | 1"=400' | 1 OF 1 SHT.NO. |
| JOB NO. | 18-134 | |

**EXHIBIT "I"
LEGAL DESCRIPTION
QUITCLAIM OF EXISTING SANITARY SEWER EASEMENT
1880-HANNOVER**

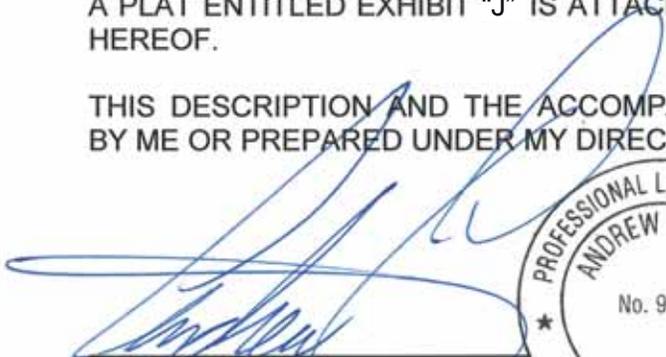
ALL THAT CERTAIN REAL PROPERTY SITUATE IN THE CITY OF FREMONT, COUNTY OF ALAMEDA, STATE OF CALIFORNIA DESCRIBED AS FOLLOWS:

BEING ALL OF THE EXISTING 15 FOOT WIDE SEWER EASEMENT AS REFERENCED IN THAT CERTAIN GRANT OF EASEMENT FILED FOR RECORD MARCH 18, 1958 AS DOC. NO. AP27083 IN BOOK 8622 AT PAGES 317-320, OFFICIAL RECORDS OF SAID ALAMEDA COUNTY.

| | | | | |
|--|-----|---------------|----------------------|-------------------------------|
| BEING MORE PARTICULARLY DESCRIBED AS BEING ALL OF THE PORTIONS OF THE 15 FOOT WIDE SANITARY SEWER EASEMENT THAT IS LOCATED WITHIN THE FOLLOWING PARCELS: | | | | |
| | | APN | ADDRESS | OWNER |
| | | 525 132701402 | DURHAM RD | ALAMEDA COUNTY FLOOD CONTROL |
| | | 525 132700102 | 43885 S GRIMMER BLVD | ALAMEDA COUNTY WATER DISTRICT |
| TRACT MAP 3078 RECORDED ON JULY 11, 1969 AS DOC. NO. 69-077877 IN BOOK 62 OF MAPS AT PAGE 80, OFFICIAL RECORDS OF ALAMEDA COUNTY: | | | | |
| TM | LOT | APN | ADDRESS | OWNER |
| 3078 | 5 | 525 132700900 | 4811 HANNOVER PL | REALTY ASSOCIATES FUND XI LP |
| 3078 | 4 | 525 132701000 | 4900 HANNOVER PL | REALTY ASSOCIATES FUND XI LP |
| PARCEL MAP 1249 RECORDED ON MARCH 28, 1974 AS DOC. NO. 74-036288 IN BOOK 83 OF MAPS AT PAGE 46, OFFICIAL RECORDS OF ALAMEDA COUNTY: | | | | |
| PM | LOT | APN | ADDRESS | OWNER |
| 1249 | 2 | 525 129801102 | 4496 ENTERPRISE ST | 4500 ENTERPRISE PROPERTIES |

A PLAT ENTITLED EXHIBIT "J" IS ATTACHED HERETO AND MADE A PART HEREOF.

THIS DESCRIPTION AND THE ACCOMPANYING PLAT WERE PREPARED BY ME OR PREPARED UNDER MY DIRECTION.



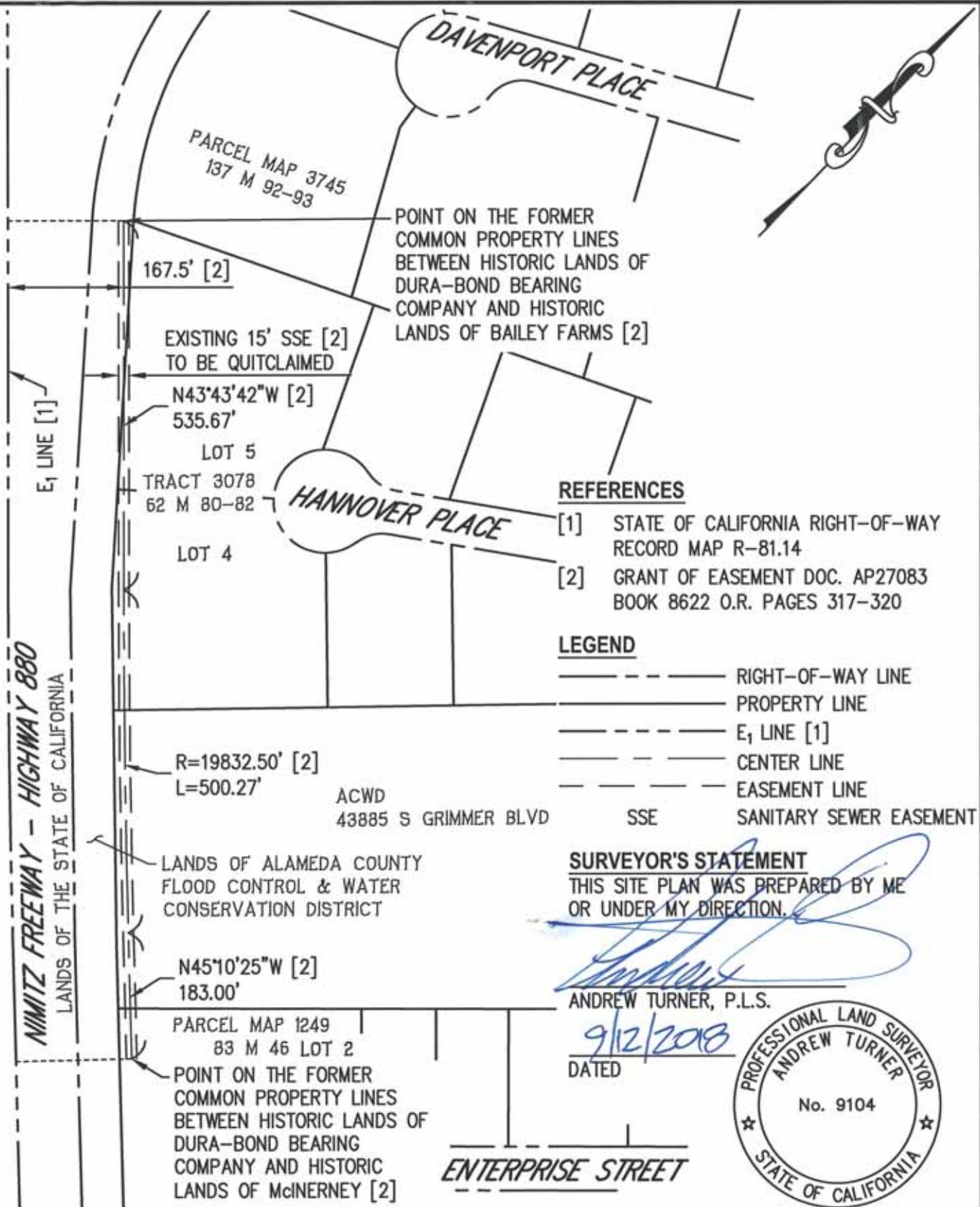
ANDREW TURNER
P.L.S. 9104
CIVIL ENGINEERING ASSOCIATES, INC.



9/12/2018
DATE

18134 PLAT3 - RESOLUTION 171.dwg Sep 12, 2018

NIMITZ FREEWAY - HIGHWAY 880
LANDS OF THE STATE OF CALIFORNIA



SURVEYOR'S STATEMENT
THIS SITE PLAN WAS PREPARED BY ME
OR UNDER MY DIRECTION.

ANDREW TURNER, P.L.S.

9/12/2018
DATED



**EXHIBIT "J" QUITCLAIM OF EXISTING SANITARY SEWER EASEMENT
PLAT TO ACCOMPANY LEGAL DESCRIPTION**



**Civil
Engineering
Associates**

Civil Engineers • Planners • Surveyors

2055 Gateway Place Suite 550
San Jose, CA 95110
T: (408) 453-1066

| | | |
|---------|-----------|---------|
| BY: | CH | |
| DATE: | 9/12/2018 | |
| SCALE: | 1"=200' | 1 OF 1 |
| JOB NO. | 18-134 | SHT.NO. |

SEPTEMBER 12, 2018

JOB NO. 18-134

EXHIBIT "K"

**LEGAL DESCRIPTION
PARTIAL QUITCLAIM OF EXISTING SANITARY SEWER EASEMENT
I880-ENTERPRISE**

ALL THAT CERTAIN REAL PROPERTY SITUATE IN THE CITY OF FREMONT, COUNTY OF ALAMEDA, STATE OF CALIFORNIA DESCRIBED AS FOLLOWS:

BEING A STRIP OF LAND 15 FEET IN WIDTH AND BEING A PORTION OF THE EXISTING SEWER EASEMENT AS REFERENCED IN THAT CERTAIN GRANT OF EASEMENT FILED FOR RECORD JANUARY 30, 1957 AS DOC. NO. AM10740 IN BOOK 8273 AT PAGES 217-219, OFFICIAL RECORDS OF SAID ALAMEDA COUNTY, THE CENTER LINE OF SAID STRIP BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT A POINT ON THE HISTORICAL COMMON BOUNDARY BETWEEN THE PROPERTIES, NOW OR FORMERLY, OF MARJORIE W. MCINERNEY AS REFERENCED IN THE GRANT DEED RECORDED OCTOBER, 20, 1948 IN BOOK 5636 AT PAGE 15 OF SAID ALAMEDA COUNTY AND DURA-BOND BEARING COMPANY, DISTANT THEREON SOUTH 23° 46' 24" WEST 124.86 FEET FROM THE MOST EASTERLY CORNER OF THAT CERTAIN 83.96 ACRE TRACT OF LAND CONVEYED TO C.L. STEVENS, BY DEED DATED MAY 10, 1926 AND RECORDED IN BOOK 1280, AT PAGE 404, OFFICIAL RECORDS OF SAID ALAMEDA COUNTY, SAID POINT ALSO BEING THE INTERSECTION OF SAID HISTORICAL COMMON BOUNDARY WITH A LINE PARALLEL AND DISTANT 167.5 FEET NORTHEASTERLY, AT RIGHT ANGLES FROM THE E1 LINE AS SHOWN ON THE STATE OF CALIFORNIA RIGHT OF WAY RECORD MAPS R-81.12 & R-81.14;

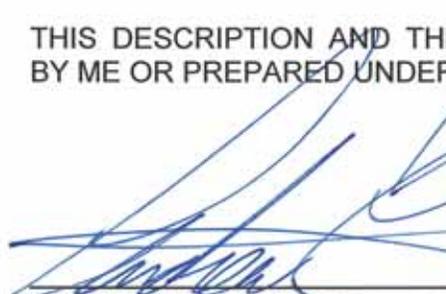
THENCE ALONG SAID PARALLEL LINE SOUTH 45° 10' 25" EAST A DISTANCE OF 1,398.8 FEET MORE OR LESS TO A POINT ON THE NORTHERN BOUNDARY OF THE LANDS OF THE STATE OF CALIFORNIA (PUBLIC RIGHT OF WAY) AS SHOWN ON SAID RIGHT OF WAY RECORD MAPS.

CONTAINING 0.48 ACRES OF LAND MORE OR LESS.

| | | | | |
|--|-----|---------------|--------------------|----------------------------------|
| BEING MORE PARTICULARLY DESCRIBED AS BEING ALL OF THE PORTIONS OF THE 15 FOOT WIDE SANITARY SEWER EASEMENT THAT IS LOCATED WITHIN THE FOLLOWING PARCELS: | | | | |
| PARCEL MAP 0701 RECORDED ON APRIL 16, 1971 AS DOC. NO. 71-044206 IN BOOK 69 OF MAPS AT PAGE 41, OFFICIAL RECORDS OF ALAMEDA COUNTY: | | | | |
| PM | LOT | APN | ADDRESS | OWNER |
| 0701 | 1 | 525 132702000 | 4466 ENTERPRISE ST | ROSA FAMILY LLC |
| PARCEL MAP 3659 RECORDED ON NOVEMBER 23, 1981 AS DOC. NO. 81-196262 IN BOOK 131 OF MAPS AT PAGE 31, OFFICIAL RECORDS OF ALAMEDA COUNTY: | | | | |
| PM | LOT | APN | ADDRESS | OWNER |
| 3659 | 7 | 525 164804400 | 4450 ENTERPRISE ST | ENTERPRISE ST INVESTMENT COMPANY |
| TRACT MAP 3831 RECORDED ON JULY 11, 1969 AS DOC. NO. 69-077877 IN BOOK 62 OF MAPS AT PAGE 80, OFFICIAL RECORDS OF ALAMEDA COUNTY: | | | | |
| TM | LOT | APN | ADDRESS | OWNER |
| 3831 | 7 | 525 164801600 | 4438 ENTERPRISE ST | PUBLIC STORAGE PROPERTIES LTD |
| 3831 | 8 | 525 164801500 | 4430 ENTERPRISE ST | BERTOLOTTI JOAN E & JOHN J |
| PARCEL MAP 4011 RECORDED ON NOVEMBER 8, 1984 AS DOC. NO. 84-224662 IN BOOK 149 OF MAPS AT PAGE 12, OFFICIAL RECORDS OF ALAMEDA COUNTY: | | | | |
| PM | LOT | APN | ADDRESS | OWNER |
| 4011 | 1 | 525 164805100 | 4418 ENTERPRISE ST | COMMON AREA TRACT 4011 |

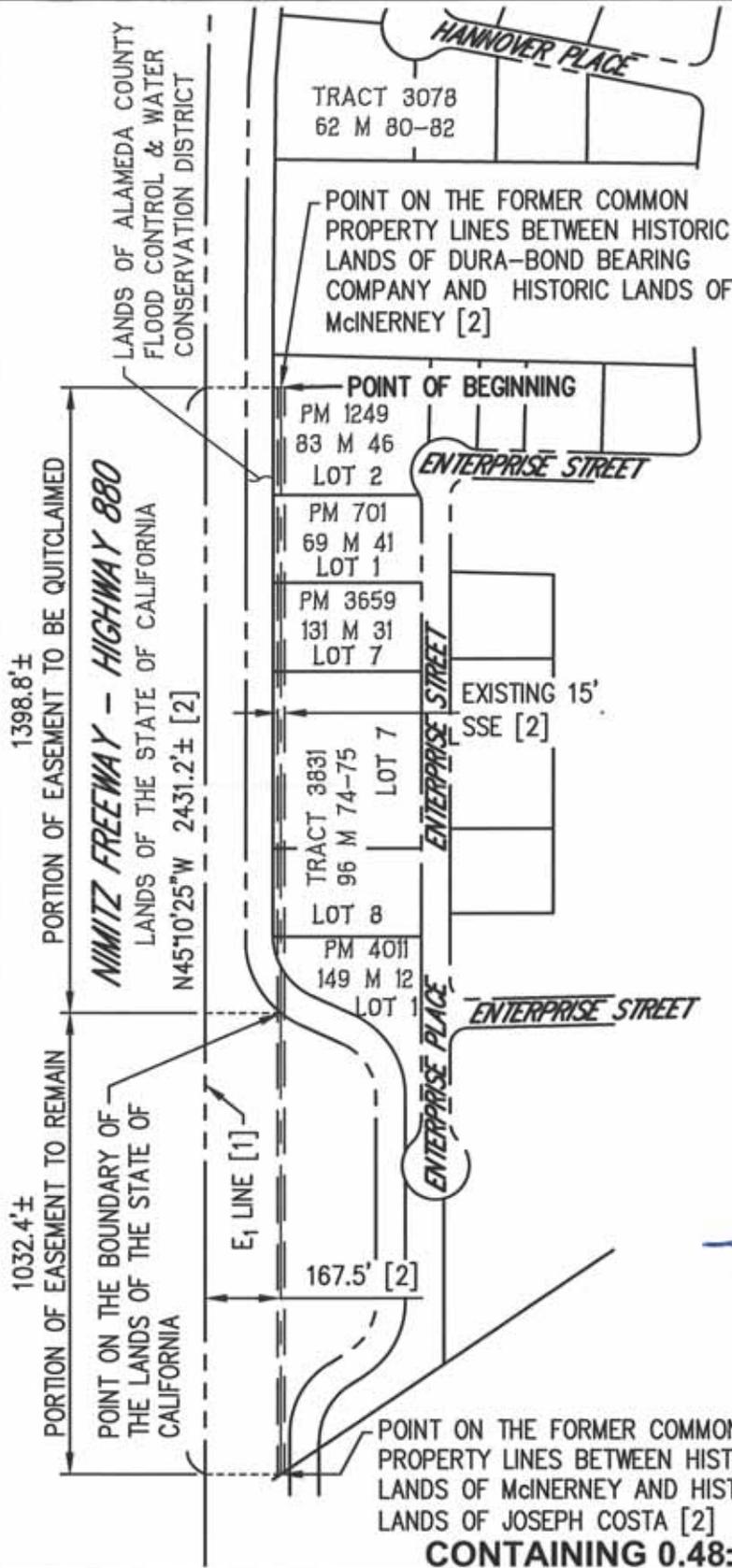
A PLAT ENTITLED EXHIBIT "L" IS ATTACHED HERETO AND MADE A PART HEREOF.

THIS DESCRIPTION AND THE ACCOMPANYING PLAT WERE PREPARED BY ME OR PREPARED UNDER MY DIRECTION.


 ANDREW TURNER
 P.L.S. 9104
 CIVIL ENGINEERING ASSOCIATES, INC



9/12/2018
 DATE



REFERENCES

- [1] STATE OF CALIFORNIA RIGHT-OF-WAY RECORD MAP R-81.12 & R-81.14
- [2] GRANT OF EASEMENT DOC. AM10740 BOOK 8273 O.R. PAGES 217-219

LEGEND

- RIGHT-OF-WAY LINE
- _____ PROPERTY LINE
- E₁ LINE [1]
- CENTER LINE
- EASEMENT LINE
- SSE SANITARY SEWER EASEMENT

SURVEYOR'S STATEMENT

THIS SITE PLAN WAS PREPARED BY ME OR UNDER MY DIRECTION.

[Signature]
 ANDREW TURNER, P.L.S.

9/12/2018
 DATED



CONTAINING 0.48± ACRES

EXHIBIT "L" PARTIAL QUITCLAIM OF EXISTING SANITARY SEWER EASEMENT PLAT TO ACCOMPANY LEGAL DESCRIPTION



Civil Engineering Associates

Civil Engineers • Planners • Surveyors

2055 Gateway Place Suite 550
 San Jose, CA 95110
 T: (408) 453-1066

BY: CH
 DATE: 9/12/2018
 SCALE: 1"=400' 1 OF 1
 JOB NO. 18-134 SHT.NO.



Directors
Manny Fernandez
Tom Handley
Pat Kite
Anjali Lathi
Jennifer Toy

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

Karen W. Murphy
Attorney

DATE: October 1, 2018

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
Andrew Baile, Assistant Engineer

SUBJECT: Agenda Item No. 11 - Meeting of October 8, 2018
Consider a Resolution to Accept the Construction of the Force Main Corrosion Repairs Project Phase 2 from Cratus Inc. and Authorize Recordation of a Notice of Completion

Recommendation

Staff recommends the Board consider a resolution to accept the construction of the Force Main Corrosion Repairs Project Phase 2 from Cratus Inc. and authorize recordation of a Notice of Completion.

Background

The District operates and maintains the transport system that consists of three pump stations and three lift stations and approximately 12½ miles of twin force main pipelines. The transport system conveys wastewater from the Irvington and Newark drainage basins to the Alvarado Wastewater Treatment Plant.

Force main facilities include 78 manholes along the pipeline alignment; please see attached Figures 1 and 2. Of the 78 manholes, 46 of them provide access into the force main pipelines via a manway inside the manholes, and each manway is sealed with a blind flange. At the other 32 manholes, appurtenances such as air release valves or blow off valves are connected to the blind flanges.

The air release valves are located at the higher elevations of the force main pipelines to allow air from the pipelines to vent in order to maintain the full hydraulic capacity of the pipelines. The blow off valves are located at the lower elevations of the force main pipelines to allow staff to drain the wastewater from the pipelines when there is a need to remove as much wastewater as possible, typically for a long-term outage for maintenance or construction activities. This doesn't happen very often but if there is a need to do so, staff will need to set up pumps and hoses to connect the blow off valves to the closest sanitary sewer manhole.

These facilities were installed almost 40 years ago, as part of the original force main construction. Over time, the presence of groundwater, moisture, and the buildup of hydrogen sulfide gas in these force main manholes have caused many of the manways, blind flanges, and appurtenances to become corroded. This corrosion is of primary concern, as failure of any single element could precipitate a leak from the force main pipeline.

Force Main Inspections

In 2011, the District conducted a condition assessment of the force main equipment located in the Irvington Valve Box, Newark Influent and Effluent Valve Boxes, and Alvarado Influent Valve Box. These valve boxes are part of the transport system that delivers wastewater to the Plant and primarily house large diameter cement mortar coated steel piping, knife gate valves, and flanged coupling adaptors (FCAs). The assessment found the existing FCAs were experiencing corrosion and recommended them for replacement. The assessment also recommended refurbishment or replacement of the valves. In 2012, the District completed two phases of the Force Main Improvements Project to replace corroded FCAs and rehabilitated and replaced knife gate valves on the force main pipelines located within the Pump Station valves boxes.

In 2004, the District's Force Main Study included a condition assessment of the interior and exterior of the buried force main piping that was constructed of reinforced concrete pipelines. The study found the piping to be in good condition and recommended internal inspection every 10 years and external inspection every 20 years. In 2016, the District hired Woodard & Curran (formerly RMC Water and Environment) to conduct the internal inspection of the force main piping as the force main piping is taken out of service for the District's Force Main Corrosion Repairs Project and the developer's Force Main Relocation Project this year and next.

During the summer of 2015, staff performed visual inspection inside all 78 force main manholes and conducted non-destructive testing on elements with the worst corrosion conditions. In the fall of 2015 through the spring of 2016, staff hired Carollo Engineers to review the data collected during the inspections and testing; as a result, they recommended that all corroded elements within the 78 manholes be rehabilitated or replaced. Please see Figures 3 through 7.

Phase 1 Construction

West Yost Associates completed preliminary design in the fall of 2016 and recommended the corrosion repairs be implemented in several phases. In the winter of 2016-2017, West Yost completed the final design of the Phase 1 Project, which addressed corrosion repairs for manholes on the eastern force main between Newark Pump Station and the Alvarado Wastewater Treatment Plant. The District awarded the Phase 1 construction contract to Cratus Inc. who completed the Project in October 2017. No major issues were encountered during construction and lessons learned in the Phase 1 Project were considered in the Phase 2 Project.

Phase 2 Construction

West Yost Associates completed final design of the Phase 2 Project in the fall of 2017. The Phase 2 Project addressed corrosion repairs for manholes on the western force main between Newark Pump Station and the Alvarado Wastewater Treatment Plant.

On March 26, 2018, the Board awarded the Phase 2 construction contract to Cratus Inc. in the amount of \$931,800. Staff issued the Notice to Proceed to Cratus Inc. on April 20, 2018. The 140-day project was scheduled to be completed on September 7, 2018, and Cratus Inc. substantially completed the project on August 17, 2018. District staff provided construction management and Tanner Pacific, Inc. provided inspection services for the Project.

Change Orders

The construction contract included three change orders at a total credit of \$7,518.09, which is approximately -0.01% of the original contract amount. All negotiations have been finalized and the change orders have been executed. A description of these change orders follows.

Change Order No. 1

Contract Change Order No. 1 is in the amount of \$1,500.00 and is for adding ladder extension poles to the new access ladders installed at two manholes located at the Old Jarvis ARV site. The extension pole provided an additional grab point for entrants to safely enter and exit the manholes.

Change Order No. 2

Contract Change Order No. 2 is in the credit amount of \$8,250.00 and is for the deletion of a new driveway at the Highway 84 ARV location. During design, staff and West Yost worked with City of Fremont to design a driveway in the sidewalk to accommodate District maintenance vehicles when accessing the site. The City's permitting staff later

informed the contractor and staff that the proposed driveway was not under the jurisdiction of the City and required a Caltrans encroachment permit instead. Caltrans rejected District's proposal to install a driveway in the sidewalk, citing that the location of the driveway is located too close to the Highway 84 offramp to Paseo Padre Parkway. Staff deleted the scope of work from the Project.

Change Order No. 3

Contract Change Order No. 3 is in the credit amount of \$768.09 and is for balancing the final pay item quantities. This amount is attributed to not exercising the full quantity of the bid item associated with dewatering groundwater from the manholes.

A summary of the change orders is shown in Table 1:

Table 1
Change Order Summary

| No. | Description | Amount |
|---------------------------|---------------------------------------|--------------------|
| 1 | Old Jarvis ARV Ladder Extension Poles | \$1,500.00 |
| 2 | Highway 84 Driveway Deletion | -\$8,250.00 |
| 3 | Balancing Change Order | -\$768.09 |
| Change Order Total | | -\$7,518.09 |

All punchlist work is complete and the District has assumed beneficial use of the Project.

Staff recommends the Board consider a resolution to accept the construction of the Force Main Corrosion Repairs Project Phase 2 from Cratus Inc. and authorize recordation of a Notice of Completion.

PRE/SEG/RC/AB;dl

- Attachments: Figures 1 and 2 – Location Map
Figures 3-7 – Before Construction Photos
Figures 8-10 – After Construction Photos
Resolution
Notice of Completion



Notes:
 1. Rating 1 requires immediate attention.
 2. Rating 2 requires repair in 2-3 years.
 3. Rating 3 requires repair after 3 years or place on PM schedule.

Legend

- ⊕ Access Manhole
- ⊕ Access/Blow Off Combination
- △ ARV
- Blow Off
- Rating 1
- Rating 2
- Rating 3
- Not Inspected
- LS Lift Station
- PS Pump Station
- WWTP Alvarado Treatment Plant
- Twin 33" Force Mains
- Twin 39" Force Mains

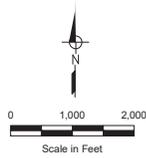


Figure 2

Newark Pump Station to Alvarado Treatment Plant Manhole Condition Ratings

Union Sanitary District
 Force Main Manhole Corrosion Repairs

FIGURES 3-7 (PHOTOS)

Figure 3: Manway



Figure 4: Blind Flange



FIGURES 3-7 (PHOTOS)

Figure 5: Valve



Figure 6: ARV Piping



FIGURES 3-7 (PHOTOS)

Figure 7: Blowoff Tube



FIGURES 8-10 (PHOTOS)

Figure 8: Manway Assembly



FIGURES 8-10 (PHOTOS)

Figure 9: Air Release Valve Assembly



FIGURES 8-10 (PHOTOS)

Figure 10: Blow Off Assembly



RESOLUTION NO. ____

**ACCEPT CONSTRUCTION OF THE
FORCE MAIN CORROSION REPAIRS PROJECT PHASE 2
LOCATED IN THE CITIES OF FREMONT, NEWARK, AND UNION CITY,
CALIFORNIA
FROM CRATUS INC.**

RESOLVED, by the Board of Directors of the UNION SANITARY DISTRICT that it hereby accepts the Force Main Corrosion Repairs Project Phase 2 from Cratus Inc., effective October 8, 2018.

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 October 8, 2018:

AYES:

NOES:

ABSENT:

ABSTAIN:

ANJALI LATHI
President, Board of Directors
Union Sanitary District

Attest:

JENNIFER TOY
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 March 26, 2018, by said District and **Cratus Inc.**, 945 Taraval St. #302, San Francisco, CA, 94116, Contractor for the Project, “Force Main Corrosion Repairs Project Phase 2,” was substantially completed on August 17, 2018, and accepted by said District on October 8, 2018.

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 various locations in the cities of Fremont, Newark, and Union City, County of Alameda, State of California.

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

Executed on October 8, 2018 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: October 1, 2018

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. 12 - Meeting of Date October 8, 2018
Consider a Resolution to Accept the Construction of the Newark Pump Station Wet Well Improvements Project 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 Newark Pump Station Wet Well Improvements Project (Project) from D. W. Nicholson Corporation (DWN) and authorize recordation of a Notice of Completion.

Background

The District operates and maintains the transport system that consists of three pump stations and three lift stations and approximately 12.5 miles of twin force main pipelines. The Newark Pump Station (PS) and Irvington PS convey wastewater from the Newark and Irvington drainage basins, respectively, to the Alvarado Wastewater Treatment Plant (Plant).

The Newark PS and Irvington PS can operate in two modes: non-boost and boost. When operating in non-boost mode, each pump station pumps its flows into the twin force main pipelines to the Plant. When operating in boost mode, the flow from the Irvington PS is diverted into one of the wet wells in the Newark PS through the Boost Pipeline. The Newark PS then pumps the combined flow from the Newark drainage basin and the Irvington PS to the Plant. The use of boost mode allows for higher pumping capacity from the Irvington PS.

Additionally, the boost mode operation allows an increased flow velocity in the force main pipelines which helps to flush out the solids build-up deposited at the bottom of the force main pipelines.

Figure 1 shows a map of the District's drainage basins and transport system.

Boost Mode Operational Issue

Prior to the Project, during the boost mode operation, the rate and volume of flow from the Irvington PS diverted into the wet well of the Newark PS was controlled with an electric-actuated motorized Modulating Valve on the Boost Pipeline located in the Newark Influent Valve Box. The Newark PS programmable logic controller (PLC) continuously monitors the Newark PS wet well level and adjusts the Modulating Valve between 0% and 100% open position to ensure the Newark PS pumps can handle the combined flow and to prevent flooding of the wet wells. Like the rest of the facilities at the Newark PS, the Modulating Valve was powered by PG&E with automatic backup power provided by the District's on-site standby diesel generator. In the event of a PG&E power outage at Newark PS, coupled with a failure to start the on-site standby diesel generator, the Modulating Valve would cease operation and stay at the last valve open position. The headgate at the Newark PS would automatically close using stored hydraulic energy to actuate the headgate. However, the Irvington PS will likely remain in operation on PG&E or backup power, so it will continue to pump its flow into Newark PS's wet well and potentially flood Newark PS.

To minimize flooding at Newark PS, staff programmed the Irvington PS PLC to monitor the power status at the Newark PS during boost mode operation and close the headgate at the Irvington PS if both power sources at the Newark PS remain unavailable for 45 seconds. Closing the Irvington headgate will shut off the Irvington pumps but the volume of wastewater in the twin force main pipelines between the two stations is significant and will continue to drain toward Newark and flood the station.

In the fall of 2015, the District conducted the Newark Pump Station Boost Mode Contingency Assessment Study, which examined options to mitigate the risk of flooding the station. The assessment recommended removing the existing electric actuator on the Modulating Valve and replacing it with a hydraulic-electric actuator coupled with an uninterruptible power supply to enable the Modulating Valve to close in the event of a PG&E power outage and failure of the standby generator. The assessment also found that the flows from Irvington PS through the Boost Pipeline discharge high above the Newark PS wet well water surface elevation and splash into the wet well which releases hydrogen sulfide from the wastewater and into the pump station's interior atmosphere. The assessment recommended extending the discharge pipe down below the normal operating wet well water surface elevation to minimize hydrogen sulfide release.

Staff also identified the need to replace and relocate the existing foul air exhaust fan in the wet well room. The exhaust fan was installed in the mid-1990s and was at the end of its useful life. Because of the significant noise the exhaust fan generated in the wet well room, staff decided to install the new exhaust fan on the roof of the pump station building.

Project Scope

The Project included the following improvements:

1. Replace the electric actuator with a hydro-electric actuator on the Modulating Valve located on the Boost Pipeline at Newark PS.
2. Extend the Boost Pipeline discharge below the water surface elevation in Wet Well 3 at the Newark PS.
3. Replace the existing foul air exhaust fan in the wet well room with a new foul air exhaust fan on the Newark PS building roof.

Carollo Engineers completed the design of the Project in May 2017.

The attached Figure 2 shows the locations of these improvements at the Newark PS.

Construction Contract

On July 10, 2017, the Board awarded the Project's construction contract to DWN in the amount of \$679,100. Staff issued the Notice to Proceed to DWN on August 1, 2017. The 220-day project was scheduled to be completed on March 8, 2018. DWN substantially completed the Project on June 18, 2018. Staff provided construction management and inspection services for the Project.

Figures 3 through 6 are photos showing some of the before and after improvements.

Change Orders

The Project included eight change orders for a total credit of \$21,972, which is approximately 3.24% below the original contract amount. All negotiations have been finalized and the change orders have been executed. Staff granted a total time extension of 102 days due to the additional work and weather delays for Change Order No. 8. A summary of these change orders follows in Table 1:

Table 1
Change Order Summary

| No. | Description | Amount |
|---------------------------|---|------------------|
| 1 | Relocate UPS Enclosure (Owner Request) | \$3,293 |
| 2 | Add steel plate (Owner Request) | \$1,693 |
| 3 | Modify Handrails (Unforeseen Condition) | \$3,763 |
| 4 | Delete Bid Item No. 5 allowance (Owner Request) | -\$5,000 |
| 5 | Smoke Detector Removal (Owner Request) | -\$764 |
| 6 | Route Cables Inside Valve Vault (Owner Request) | \$3,766 |
| 7 | Install Additional Flow Switch Conduit (Owner Request) | \$1,277 |
| 8 | Modifications to the Roof Beams, Flow Switch Relocation, and Time Extension (Owner Request) | -\$30,000 |
| Change Order Total | | -\$21,972 |

The notable change order in the Project was Change Order No. 8, which was for a total credit of \$30,000 and a time extension of 102 calendar days. This change is for the items described below:

- 1) Per the Contract, the Contractor was to remove the specified roofing area to install the new roof beams. The area of the roof removed would be repaired after the installation. Due to the Contractor's revised roof beam installation method, a smaller area of the roof was required to be removed and repaired.
- 2) Per the Contract, the Contractor was to construct a temporary roof cover system to protect the pump station interior while the existing roof is removed during the new roof beam installation. Due to the Contractor's revised roof beam installation method, the temporary roof cover system was deleted.
- 3) Per the Contract, the roof exhaust fan flow switch was to be installed near the elbow of the duct. However, to better measure the air flow, the District directed the Contractor to relocate the flow switch to a straight section of the duct.

All punch list work is complete, and the District has assumed beneficial use of the Project.

Staff recommends the Board accept the construction of the Newark Pump Station Wet Well Improvements Project from D. W. Nicholson Corporation by resolution and authorize recordation of a Notice of Completion.

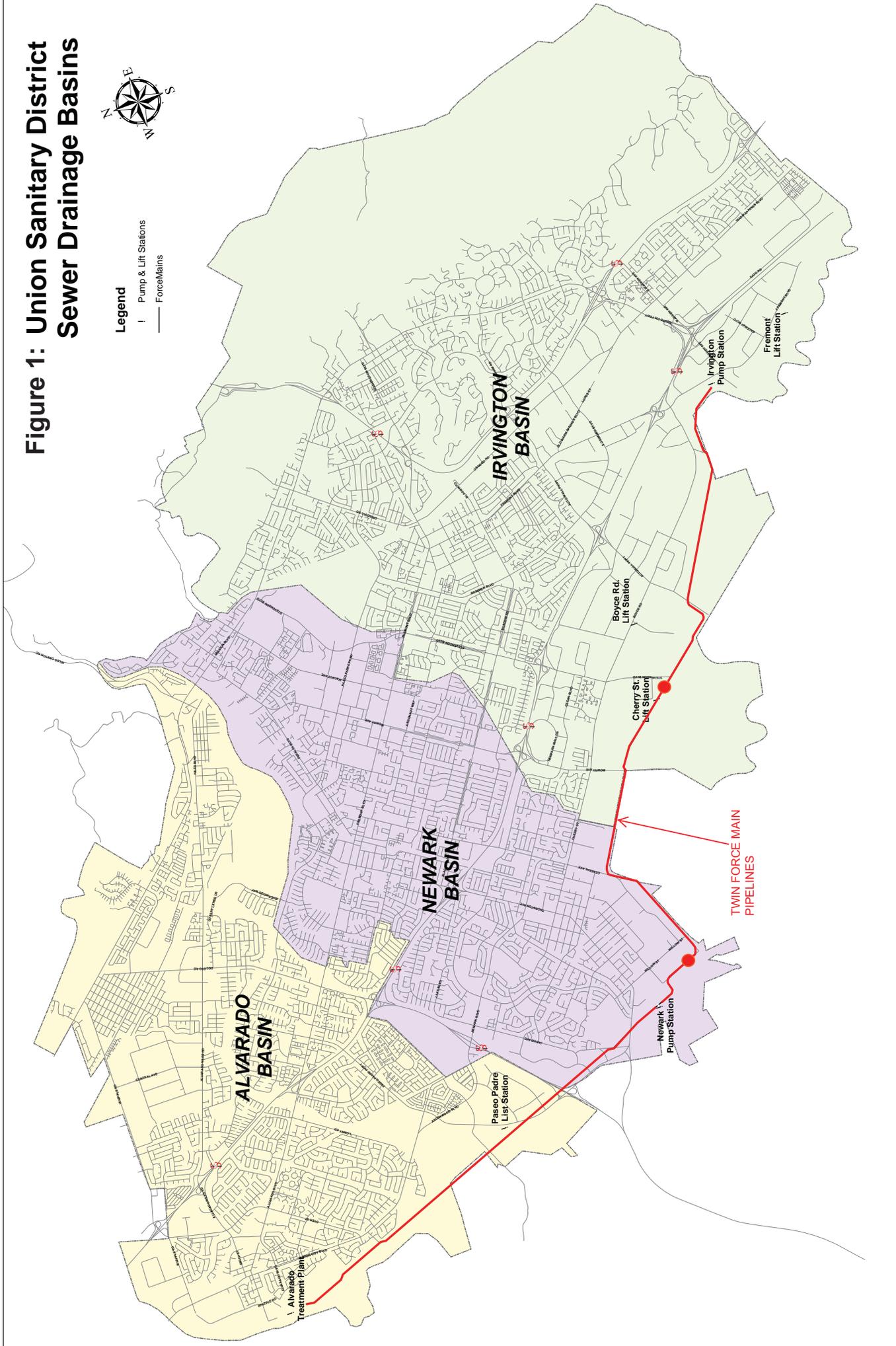
PRE/SEG/RC/TL;dl

Attachment: Figure 1 – District’s drainage basins and transport system
Figure 2 – Project Location
Figures 3 through 6 – Photos
Resolution
Notice of Completion

Figure 1: Union Sanitary District Sewer Drainage Basins



- Legend**
- | Pump & Lift Stations
 - Force Mains



**TWIN FORCE MAIN
PIPELINES**

Figure 2

Project Location- Newark Pump Station





Figure 3 – Electric-actuated motorized modulating valve before the Project



Figure 4 – New hydraulic-electric actuator for modulating valve



Figure 5 – Foul air exhaust fan in the wet well room before the Project



Figure 6 – New foul air exhaust fan on the roof of Newark PS

RESOLUTION NO. ____

**ACCEPT CONSTRUCTION OF THE
NEWARK PUMP STATION WET WELL IMPROVEMENTS PROJECT
LOCATED IN THE CITY OF NEWARK, CALIFORNIA
FROM D. W. NICHOLSON CORPORATION**

RESOLVED, by the Board of Directors of the UNION SANITARY DISTRICT that it hereby accepts Newark Pump Station Wet Well Improvements Project from D. W. Nicholson Corporation, effective October 8, 2018.

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 October 8, 2018:

AYES:

NOES:

ABSENT:

ABSTAIN:

ANJALI LATHI
President, Board of Directors
Union Sanitary District

Attest:

JENNIFER TOY
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 July 10, 2017, by said District and **D. W. NICHOLSON CORPORATION**, 24747 Clawiter Road, Hayward, CA 94545, Contractor for the Project, “Newark Pump Station Wet Well Improvements Project,” was substantially completed on June 18, 2018 and accepted by said District on October 8, 2018.

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 Newark Pump Station, located at 37159 Hickory Street, City of Newark, 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: October 1, 2018

MEMO TO: Board of Directors - Union Sanitary District

FROM: Paul R. Eldredge, General Manager/District Engineer
Regina McEvoy, Executive Assistant to the General Manager/Board Clerk

SUBJECT: Agenda Item No. 13 - Meeting of October 8, 2018
**Consider a Motion to Cancel the November 26, 2018, and
December 24, 2018, Board of Directors Meetings**

Recommendation

Consider a motion to cancel the November 26, 2018, and December 24, 2018, Board of Directors meetings.

Background

The second regularly scheduled meeting of the Board of Directors in November falls on the Monday following the Thanksgiving holiday. District offices will be closed Thursday, November 22 and Friday, November 23, in observance of the Thanksgiving holiday. Due to this two-day closure, committee meetings would have to be conducted on Wednesday, November 21, 2018. In addition, a high percentage of staff will be out of the office during this holiday week. These factors combined would make scheduling committee meetings extremely difficult. Last year, the second Board meeting in November was canceled and two Board meetings were held in December. This modification made meeting logistics challenging for staff. Staff recommends the Board consider the following options (in no order of preference):

1. Conduct all committee meetings on Wednesday, November 21, 2018.
2. Do not conduct any committee meetings prior to the November 26, 2018, Board meeting.
3. Cancel the November 26, 2018, Board meeting.
4. Cancel the November 26, 2018, Board meeting and schedule a Board Workshop for November 26, 2018.

Staff preference would be for option 4 above.

The second regularly scheduled meeting of the Board of Directors in December falls on Christmas Eve, and District offices will be closed. The Board has canceled the second meeting in December in the past. Staff recommends the Board consider canceling the regular meeting scheduled for December 24, 2018.



Directors

Manny Fernandez
Tom Handley
Pat Kite
Anjali Lathi
Jennifer Toy

Officers

Paul R. Eldredge
*General Manager/
District Engineer*

Karen W. Murphy
Attorney

DATE: October 1, 2018

MEMO TO: Board of Directors - Union Sanitary District

FROM: Paul R. Eldredge, General Manager/District Engineer
Michelle Powell, Communications and Intergovernmental Relations
Coordinator

SUBJECT: Agenda Item No. 14 – Meeting of October 8, 2018
Update on Fats, Oils, and Grease (FOG) Public Outreach Campaign

Recommendation

Receive an update regarding new Fats, Oils, and Grease (FOG) campaign image options and provide direction.

Background

It has been the goal of staff to periodically update USD's Fats, Oils, and Grease (FOG) public outreach campaign. The original campaign was launched in 2012 with the primary intent of reaching out to targeted residential neighborhoods in which FOG "hot spots" were found in USD's mains. The outreach materials contained messages about actions customers could take to help control FOG in sewers, with the effect of protecting property and the environment.

In response to feedback received, including concern that the current photos depict actions that are negative and could possibly be misunderstood by customers, staff extensively researched the materials of other agencies to assess whether an existing program might be used as a basis for USD's updated campaign. It was determined that other existing programs do not offer imagery or design that would stand out as strongly and uniquely as the District desires.

Staff drafted modified materials depicting positive actions customers can take to appropriately dispose of residential FOG in layouts using photos and illustrations and presented them to the Board at its August 28, 2017 meeting. The Board provided feedback regarding the options

presented, which staff has incorporated into further development of new image concepts, which are attached for the Board's consideration.

1. Option One illustrates steps customers can take to dispose of FOG using lively cartoon elements to depict grease in a fun, humorous manner.
2. Option Two uses photographs to communicate the desired actions. Three layouts showing variations of background and headline colors are provided. These color schemes could apply to either option.

The first outreach product using new images would be USD's Holiday FOG advertisement, which typically runs during the weeks of Thanksgiving and Christmas. The attached concepts show ad layout options in the final printed size.

Attachment:

FOG Holiday Ad Art Illustration and Photo options

AVOID FOG CLOGS!

KEEP FATS, OILS, & GREASE (FOG) OUT OF YOUR DRAINS!

COOL IT.

LET OIL & GREASE
COOL DOWN



CAN IT.

PUT INTO
EMPTY CAN



TRASH IT.

PLACE IN
YOUR GARBAGE



FOG (Fats, Oils, and Grease) in your household drains can create blockages that turn a great holiday into a hot mess.

Avoid sloppy, costly backups into your home and overflows that can enter local waterways, harming wildlife and the environment. NEVER put fats, oils, or grease down your drains or into storm drains, which flow untreated to our creeks and San Francisco Bay. Bring your used cooking oil to the Republic Services Customer Service Center at 42600 Boyce Road in Fremont for FREE disposal Monday through Friday, 8 AM to 5 PM. Pour used cooking oil into the receptacle and dispose of your empty jug in the provided container.

 **Union Sanitary District**

For more information, visit www.StopFOG.com, call Republic Services at (510) 657-3500, or call Union Sanitary District at (510) 477-7500.

AVOID FOG CLOGS!

KEEP FATS, OILS, & GREASE (FOG) OUT OF YOUR DRAINS!

COOL IT.



CAN IT.



PUT INTO
EMPTY CAN

TRASH IT.



FOG (Fats, Oils, and Grease) in your household drains can create blockages that turn a great holiday into a hot mess.

Avoid sloppy, costly backups into your home and overflows that can enter local waterways, harming wildlife and the environment. NEVER put fats, oils, or grease down your drains or into storm drains, which flow untreated to our creeks and San Francisco Bay. Bring your used cooking oil to the Republic Services Customer Service Center at 42600 Boyce Road in Fremont for FREE disposal Monday through Friday, 8 AM to 5 PM. Pour used cooking oil into the receptacle and dispose of your empty jug in the provided container.

 Union Sanitary District

For more information, visit www.StopFOG.com, call Republic Services at (510) 657-3500, or call Union Sanitary District at (510) 477-7500.

AVOID FOG CLOGS!

KEEP FATS, OILS, & GREASE (FOG) OUT OF YOUR DRAINS!



COOL IT.

**LET OIL & GREASE
COOL DOWN**

CAN IT.

**PUT INTO
EMPTY CAN**

TRASH IT.

**PLACE IN
YOUR GARBAGE**

FOG (Fats, Oils, and Grease) in your household drains can create blockages that turn a great holiday into a hot mess.

Avoid sloppy, costly backups into your home and overflows that can enter local waterways, harming wildlife and the environment. NEVER put fats, oils, or grease down your drains or into storm drains, which flow untreated to our creeks and San Francisco Bay. Bring your used cooking oil to the Republic Services Customer Service Center at 42600 Boyce Road in Fremont for FREE disposal Monday through Friday, 8 AM to 5 PM. Pour used cooking oil into the receptacle and dispose of your empty jug in the provided container.

AVOID FOG CLOGS!

KEEP FATS, OILS, & GREASE (FOG) OUT OF YOUR DRAINS!

COOL IT.



CAN IT.



TRASH IT.

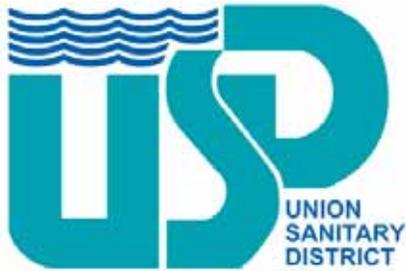


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 Union Sanitary District

For more information, visit www.StopFOG.com, call Republic Services at (510) 657-3500, or call Union Sanitary District at (510) 477-7500.



Directors
Manny Fernandez
Tom Handley
Pat Kite
Anjali Lathi
Jennifer Toy

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

Karen W. Murphy
Attorney

DATE: October 1, 2018

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. 15 - Meeting of October 8, 2018
Information Item: Capital Improvements Projects Update

Recommendation

Information only.

Headworks Screen No. 3 Project

The Headworks Building was constructed during the 1993 Plant Upgrade Project. It has three screening channels, two of which are currently equipped with mechanically raked climber-type bar screens with racks that have spacing of 3/8-inch (Mechanical Screen No. 1) and 3/4-inch (Mechanical Screen No. 2) apart. The third channel was constructed with a manual bar rack that has spacing of 3/4-inch apart and is used to bypass the wastewater when one or both mechanical screens are out of service.

The CIP budget includes the installation of a new mechanical screen in the third channel as a pilot project to evaluate the effectiveness of a 1/4-inch bar screen gap as well as the benefit of increased flow capacity and redundancy during peak flow conditions. The Headworks Screen No. 3 Project was originally planned to replace the manual bar rack with a mechanical multi-rake bar screen with 1/4-inch bar rack spacing (Mechanical Screen No. 3) and evaluate the new screen over a period of a few years. The 1/4-inch bar rack spacing will allow for superior debris removal and the multiple rakes will facilitate the removal of debris more frequently to minimize backing up the wastewater flows in the upstream Parshall flumes. If the pilot project proved to be

successful, the intent was to replace the other two existing mechanical bar screens in the next 6 to 8 years. Please refer to Figures 1 through 3 for the location of the Headworks Building and photos of the Headworks Building equipment.

In 2016, the District replaced the original 3/4-inch spacing bar rack for Mechanical Screen No. 1 with a bar rack with 3/8-inch spacing during the Plant Facilities Improvements Project. The narrower spacing allowed for more debris to be captured. In mid-August 2018, Mechanical Screen No. 1 failed. The mechanical components of both the screens are reaching the end of their useful life, which was further reinforced by the failure. Currently, staff is in the process of repairing Mechanical Screen No. 1 which is expected to be placed back in operation before this year's wet weather season begins. In the interim, Mechanical Screen No. 2 is the only screen in operation and is handling all debris removal until Mechanical Screen No. 1 is returned to service.

The Fiscal Year (FY) 2019 CIP budget includes a replacement project for Mechanical Screens No. 1 and 2 starting in FY 2021. However, due to the critical nature of the bar screens to the Plant's treatment processes and to avoid the similar costly repair of Mechanical Screen No. 2, staff has decided to move up the replacement timeline for both Mechanical Screens No. 1 and 2 to be included in this Headworks Screen No. 3 Project.

Staff believes that this decision to install new mechanical screens at the Headworks Building will not only significantly improve debris removal and process reliability but will also result in the best value for the District. Procuring the services of a single contractor will both reduce overhead costs and improve labor efficiency. Staff is currently in the process of negotiating an amendment with the designer to incorporate this additional scope into the design for the Headworks Screen No. 3 Project. Staff anticipates the design to be completed by the end of this calendar year with construction to begin by spring 2019.

The current FY 2019 CIP budget includes the "Headworks 3rd Bar Screen" project in FYs 2019 through 2021 with a total project budget of \$1.5 million and the "Headworks Bar Screens 1-2 Replacement" project in FYs 2021 through 2023 with a total project budget of \$3.3 million. In the upcoming FY 2020 CIP budget, staff will combine the two projects and update the project budget accordingly. Staff is not recommending a CIP budget amendment. These additional costs will be incorporated into the next CIP budget for the Board's consideration. However, in the meantime, this CIP project budget may run a deficit until that time.

Primary Digester No. 7 Project

The Primary Digester No. 7 Project was one of the outcomes of the Plant Solids System/Capacity Assessment – Phase 1 that was completed in November 2016. The assessment concluded that the Plant's anaerobic digestion process was at or nearing capacity and Primary Digester No. 6, the largest existing digester, could not reliably be taken out of service for cleaning and maintenance until additional digestion capacity is provided.

Primary Digester No. 7 was originally planned to be a mirror image of Primary Digester No. 6, with a volume of approximately 1.5 million gallons. However, during preliminary design, staff considered various sizing options to determine if 1.5 million gallons was the most cost-effective volume. Construction costs for that analysis were based upon the preliminary design cost estimate that was within industry standards when it was prepared. The results, which were previously emailed to the Board on November 10, 2017 and are summarized below, indicated that the most cost-effective volume on a per gallon basis was 1.8 million gallons.

| Volume (MG) | Construction Cost¹ | \$/gallon |
|--------------------|--------------------------------------|------------------|
| 1.5 | \$8.9 M | \$5.96 |
| 1.8 | \$9.3 M | \$5.18 |
| 2.0 | \$12.0 M | \$6.00 |

On December 18, 2017, the Board authorized the General Manager to execute Task Order No. 2 with Brown and Caldwell (B&C) for the final design services associated with the Primary Digester No. 7 Project. At that time, the construction costs were estimated to be approximately \$13.0 million and included the following major scope items:

- Construction of a new anaerobic digester, Primary Digester No. 7, with an effective volume of approximately 1.8 million gallons.
- Installation of new heating, mixing, and conveyance equipment and piping within or adjacent to existing Heating and Mixing Building No. 4.
- Integration of new digester equipment and piping with existing digester feed, withdrawal, transfer, heating and gas systems.
- Improvements to the existing sludge conveyance and transfer systems.
- Improvements to existing digester heat generation and conveyance systems.
- Installation of electrical and instrumentation equipment for interfacing with existing electrical systems and controls.
- Replacement of Boiler No. 6 and related plant hot water loop improvements.
- Installation of a new chemical storage and pump facility for the purposes of hydrogen sulfide and struvite management.

As the design progressed, staff was informed that the engineer's construction cost estimate had increased due to various factors, such as: additional or modified scope, the bidding environment, inflation, tariffs and increased structural design implications due primarily to extremely poor soil conditions and a very high groundwater table.

At 90 percent design, the construction costs for the Primary Digester No. 7 Project were estimated to be approximately \$22.0 million. In addition, staff was informed that the Bay Area Air Quality Management District (BAAQMD) air permit application process was going to take longer than originally estimated. This was going to limit the District’s ability to bid the project prior to spring 2019.

Staff believed it was prudent to have B&C perform a value engineering (VE) effort aimed at prioritizing project scope, revisiting design assumptions, and ultimately reducing the construction cost of the project. Given the operational necessity of the new digester, staff was initially reluctant to cause any delays in the forward progress of this project. However, the delay to the air permitting process provided an opportunity for B&C and staff to conduct a VE study.

B&C submitted a technical memorandum presenting the results of the VE study performed for the Primary Digester No. 7 Project. This technical memorandum identified four concepts that could provide the District with savings of approximately \$3.8 million, which are summarized in the table below.

| Description | Cost Savings | Considerations |
|---|--------------|---|
| Change Digester Mixing to Draft Tubes (Gas Lance) | \$1.9 M | Changing the digester mixing system from pump mixing to a gas lance draft tube system would eliminate a significant amount of 24-inch and 18-inch piping, valves, and pipe supports. The three large mixing pumps currently in the design would be replaced with internal draft tubes, gas lance assemblies, and two gas compressors. This mixing scheme was considered in preliminary design as it is significantly more efficient than pump mixing and produces three times the mixing energy. However, all the other wastewater plants that were visited operated with a superior screening process. Therefore, staff was not comfortable proceeding with a gas lance draft tube system at that time. Currently, staff no longer has this concern with the decision to install three new mechanical screens with narrower spacing at the Headworks Building. |

| | | |
|---|---------|---|
| Relocated New Boiler to Exterior of Heating and Mixing Building No. 4 | \$0.4 M | Changing the digester mixing system also unlocks additional space to facilitate relocating the new boiler from its current planned location at Generator Building No. 1 (old Cogen Building) to the exterior of Heating and Mixing Building No. 4. This modification eliminates the need to install new underground hot water loop and natural gas piping/connections and eliminates the need to install new electrical gear solely for the boiler. |
| Eliminate Bid Alternate | \$1.3 M | This bid alternate was originally included because it would provide some additional operational flexibility for dosing iron salts at the Headworks Building. However, staff decided to defer this project due to the high price tag and that the current project only requires dosing to control hydrogen sulfide levels and struvite formation within the digesters. |
| Replace Double-walled FRP Tank with a Single-walled FRP Tank | \$0.2 M | The original location identified for the new Iron Salts Facility was space limited and therefore relied on the need for a double-walled tank. The new location has adequate space for a single-walled tank with a concrete secondary containment. |

Concurrent with the VE study, staff also requested that B&C re-evaluate the recommended digester size of 1.8 million gallons (MG) given the revised cost estimates. The project estimate had already exceeded the CIP budget, so it seemed reasonable to re-evaluate costs on a per gallon basis. The digester sizes evaluated were based on the largest volumes that do not significantly impact the structural design, which would have substantial cost implications. Thus, three additional volumes were evaluated: 2.0 MG, 2.4 MG, and 2.7 MG. Below is summary of the construction costs, corresponding volumes, and cost per gallon.

| Volume (MG) | Construction Cost ¹ | \$/gallon |
|-------------|--------------------------------|-----------|
| 1.8 | \$15.7 M | \$8.72 |
| 2.0 | \$16.4 M | \$8.20 |
| 2.4 | \$18.2 M | \$7.58 |
| 2.7 | \$20.1 M | \$7.44 |

1. Construction cost assumes gas lance draft tube mixing and does not include costs associated with new boiler, iron salts facility, or electrical ductbank.

Previous analyses concluded that a digester size larger than 1.8 million gallons was not cost effective. The assumption was that a larger volume would require more structural support and significant improvements to the pump mixing system. However, as shown above, this assumption is no longer valid as the gas lance draft tube mixing system is more cost effective at larger volumes and a more robust structure has become unavoidable based on the results of the geotechnical evaluation.

Taking this into consideration, there are operational pros and cons with a larger digester. The pros are that larger digesters cost less per gallon, provide more capacity when all tanks are in service, and allow for multiple smaller digesters to be taken out of service at the same time without sacrificing capacity. For example, the total volume of Primary Digesters No. 3, 4, and 5 is approximately 2.4 million gallons. The cons are that there is a higher upfront construction cost and when it comes time to take Primary Digester No. 7 out of service, it will place a larger burden on the other digesters due to the additional volume.

Based on the above information, staff recommends proceeding with modifying the design for the Primary Digester No. 7 Project to incorporate both the cost saving concepts identified in the VE study and enlarge the volume to be 2.4 million gallons. The updated construction cost is estimated to be \$20.7 million; however, the digester will have 33 percent more capacity than the current design, for only an additional \$2.5 million. Staff believes that this will provide the most flexibility for cleaning, rehabilitating, and replacing existing digesters in the future and therefore results in the best overall value for the District. Staff anticipates the design to be completed with construction to begin by summer 2019. Again, staff is not recommending a CIP budget amendment. These additional costs will be incorporated into the next CIP budget for the Board's consideration. However, in the meantime, this CIP project budget may run a deficit until that time.

Please refer to Figure 4 for the location of the future Primary Digester No. 7.

In parallel with the design, staff will also be preparing an application package for financial assistance through the State Revolving Fund program administered by the State Water Resources Control Board ("SWRCB"). The application package requires the District's Governing Body to authorize, by resolution, the application for SRF financial assistance and so staff will be requesting this authorization from Board at a future meeting.

PRE/SEG/RC/CB;dl

Attachments: Figure 1 – Partial Site Plan – Headworks Building
Figure 2 – Headworks Building Equipment
Figure 3 – Existing Headworks Screens No. 1 and 2
Figure 4 – Site Plan – Primary Digester No. 7 Project



Figure 1 – Partial Site Plan – Headworks Building

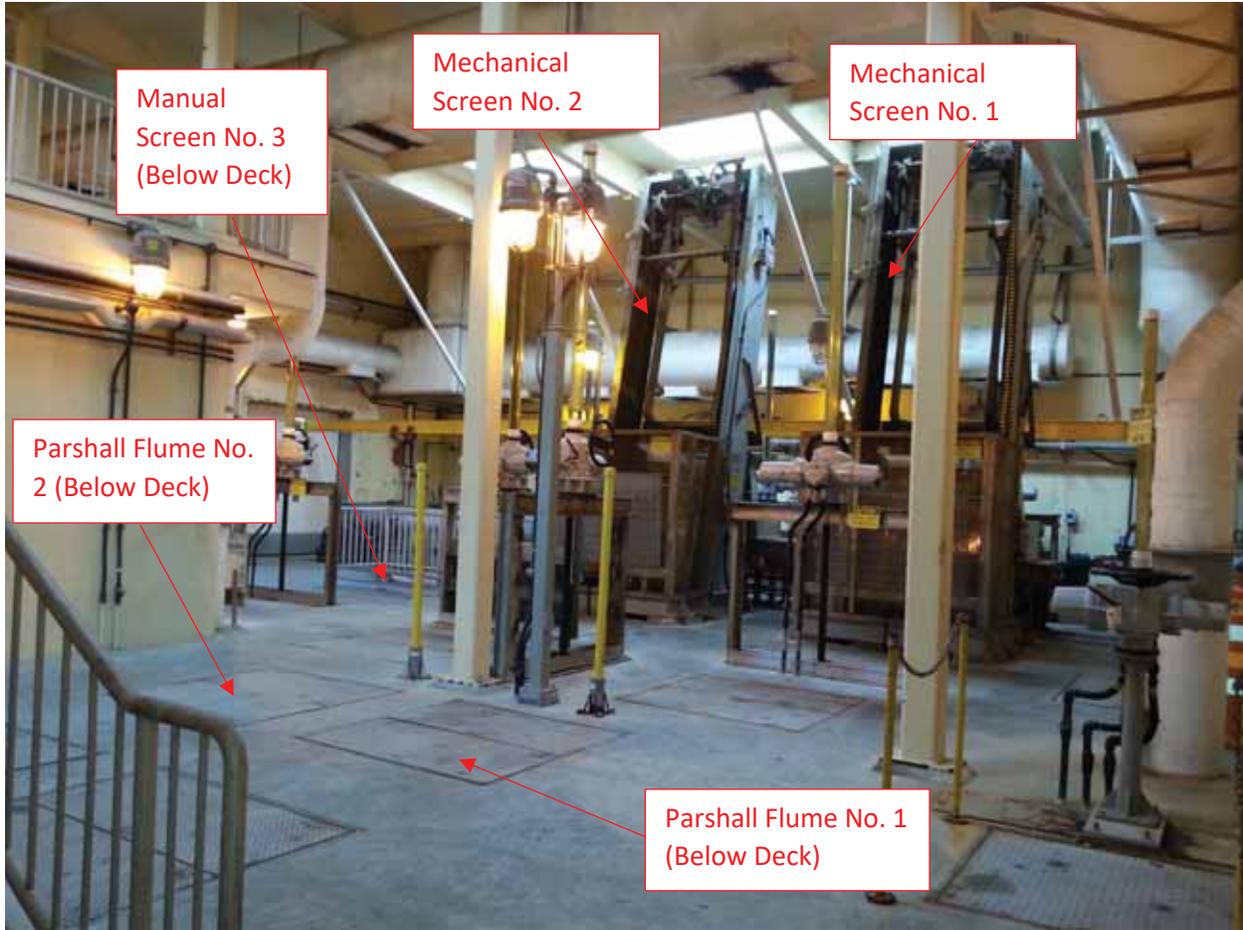


Figure 2 – Headworks Building Equipment

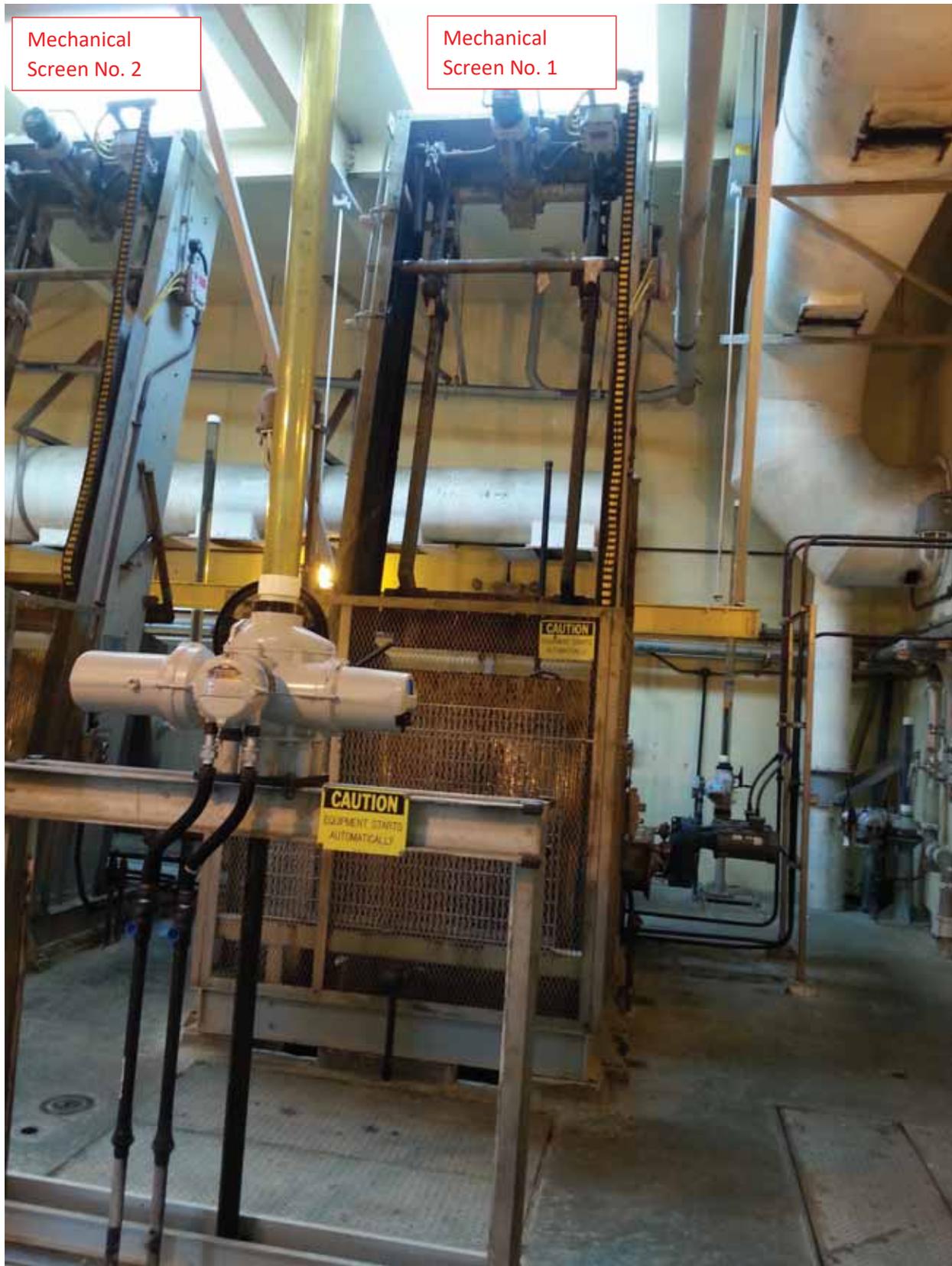
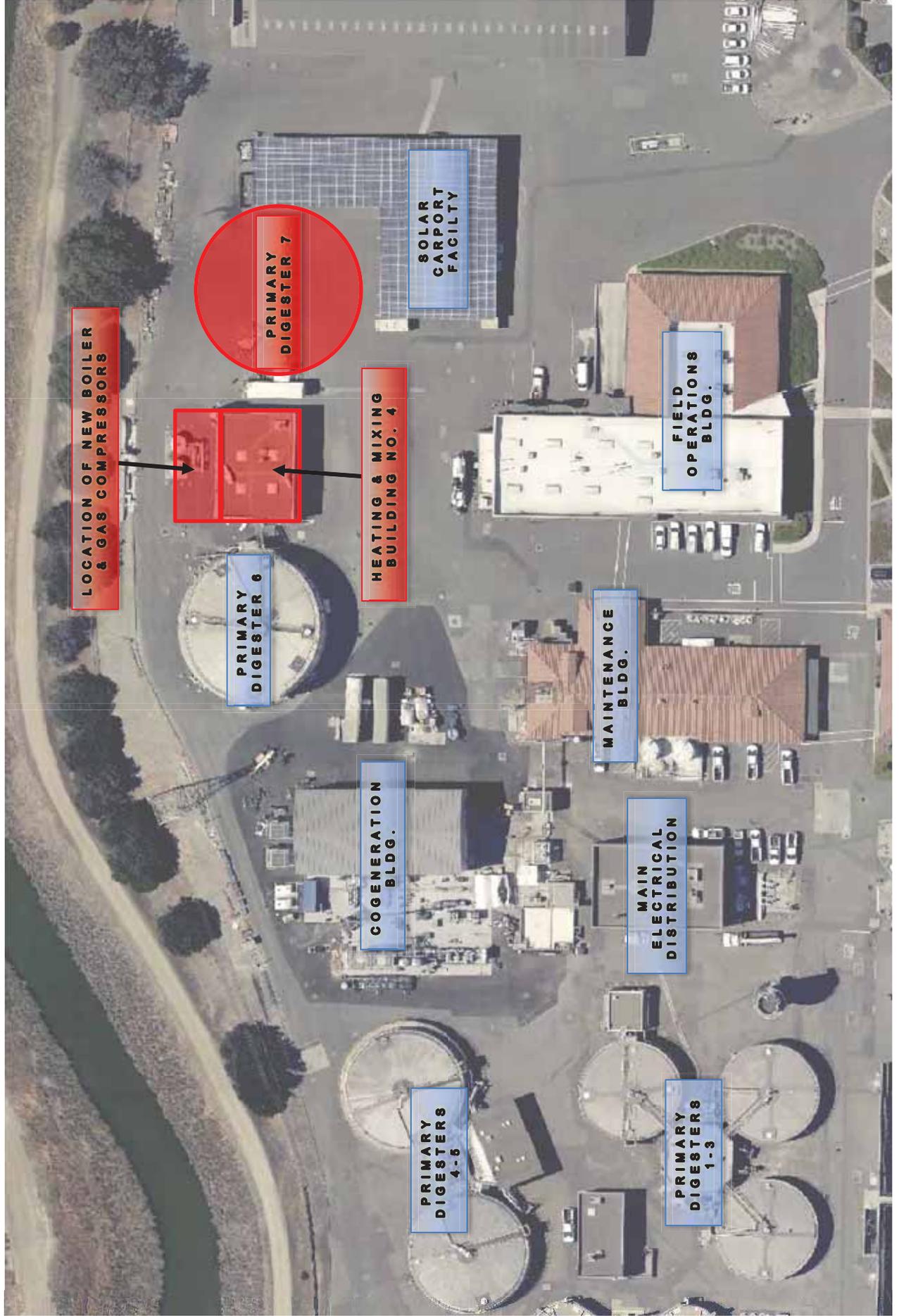


Figure 3 – Existing Headworks Screens No. 1 and 2

FIGURE 4 – PRIMARY DIGESTER NO. 7 PROJECT



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| 169027 | 9/27/2018 | 171 | 73779 | PAC MACHINE COMPANY INC | 8" TRASH PUMP FOR BOYCE | \$85,910.00 | \$154,388.08 |
| | 9/27/2018 | 123 | 73780 | | (1) 4-INCH TRAILER MOUNTED PUMP | \$68,478.08 | |
| 169025 | 9/27/2018 | 143 | 19171907 | MONTEREY MECHANICAL CO | DIGESTER NO. 3 INSP & REHAB | \$78,088.10 | \$78,088.10 |
| 168984 | 9/20/2018 | 110 | 30104982 | SYNAGRO WEST LLC | JULY 2018 BIOSOLIDS DISPOSAL | \$57,500.73 | \$57,500.73 |
| 168975 | 9/20/2018 | 110 | 1275250 | POLYDYNE INC | 44,380 LBS CLARIFLOC C-6267 | \$47,732.91 | \$47,732.91 |
| 169015 | 9/27/2018 | 110 | 903692903 | EVOQUA WATER TECHNOLOGIES | 4540 GALS HYDROGEN PEROXIDE | \$22,372.10 | \$34,577.39 |
| | 9/27/2018 | | 903680759 | | 2414 GALS HYDROGEN PEROXIDE | \$11,895.65 | |
| | 9/27/2018 | 170 | 903693917 | | DI WATER SYSTEM | \$309.64 | |
| 168987 | 9/20/2018 | | 533620180822 | US BANK CORP PAYMENT SYSTEM | MONTHLY CAL-CARD STMT - AUG 2018 | \$29,183.24 | \$29,183.24 |
| 168986 | 9/20/2018 | 110 | 899009 | UNIVAR USA INC | 4950 GALS SODIUM HYPOCHLORITE | \$3,552.40 | \$27,838.77 |
| | 9/20/2018 | 110 | 900348 | | 4848.7 GALS SODIUM HYPOCHLORITE | \$3,479.69 | |
| | 9/20/2018 | 110 | 899886 | | 4847.3 GALS SODIUM HYPOCHLORITE | \$3,478.69 | |
| | 9/20/2018 | 110 | 900241 | | 4848.7 GALS SODIUM HYPOCHLORITE | \$3,479.69 | |
| | 9/20/2018 | 110 | 899805 | | 4797.1 GALS SODIUM HYPOCHLORITE | \$3,442.66 | |
| | 9/20/2018 | 110 | 899549 | | 4800.2 GALS SODIUM HYPOCHLORITE | \$3,444.89 | |
| | 9/20/2018 | 110 | 899008 | | 4900.2 GALS SODIUM HYPOCHLORITE | \$3,516.65 | |
| | 9/20/2018 | 110 | 899005 | | 4799.10 GALS SODIUM HYPOCHLORITE | \$3,444.10 | |

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| 168953 | 9/20/2018 | 143 | 201180011 | HAZEN AND SAWYER | ODOR CONTROL ALTERNATIVES STUDY | \$3,670.00 | \$25,430.00 |
| | 9/20/2018 | 143 | 201180001 | | SECONDARY TREATMENT CAP. IMPROV - DESIGN | \$21,760.00 | |
| 169026 | 9/27/2018 | 130 | 9 | MUSGRAVES CONSULTING SERVICES | SPECIALTY FINANCIAL SERVICES CONSULTANT | \$17,288.30 | \$17,288.30 |
| 169002 | 9/27/2018 | 110 | 33841 | CALIFORNIA WATER TECHNOLOGIES | 41,720 LBS FERROUS CHLORIDE | \$5,260.82 | \$16,295.06 |
| | 9/27/2018 | 110 | 33831 | | 42,220 LBS FERROUS CHLORIDE | \$5,505.89 | |
| | 9/27/2018 | 110 | 33832 | | 43,780 LBS FERROUS CHLORIDE | \$5,528.35 | |
| 168945 | 9/20/2018 | 170 | 180325 | FLO-LINE TECHNOLOGY INC | RECLAIM PUMP 5 NEW REPLACEMENT | \$15,571.52 | \$15,571.52 |
| 168968 | 9/20/2018 | 171 | 1743771 | MOBILE MODULAR MANAGEMENT CORP | CREDIT FOR JUNE & JULY RENTAL OVERCHARGE | \$-138.28 | \$12,809.32 |
| | 9/20/2018 | 171 | 1712942 | | INSTALLATION OF NEW FMC BREAK TRAILER | \$12,947.60 | |
| 169012 | 9/27/2018 | 150 | 1256 | EAST BAY MUNI UTILITY DISTRICT | FY18-19 BACWA PARTICIPATION FEES | \$12,000.00 | \$12,000.00 |
| 169004 | 9/27/2018 | 143 | 589603 | CALTEST ANALYTICAL LABORATORY | 90 LAB SAMPLE ANALYSIS | \$3,897.25 | \$11,970.55 |
| | 9/27/2018 | 143 | 589602 | | 78 LAB SAMPLE ANALYSIS | \$3,609.95 | |
| | 9/27/2018 | 143 | 589605 | | 91 LAB SAMPLE ANALYSIS | \$4,463.35 | |
| 168944 | 9/20/2018 | 143 | 903683285 | EVOQUA WATER TECHNOLOGIES | TEMPORARY FERROUS CHEMICAL STORAGE AND FEED SYSTEM PER | \$10,710.00 | \$11,210.60 |
| | 9/20/2018 | 170 | 903679922 | | DI WATER SYSTEM | \$500.60 | |
| 169034 | 9/27/2018 | 110 | 900547 | UNIVAR USA INC | 4797.2 GALS SODIUM HYPOCHLORITE | \$3,442.74 | \$10,365.45 |
| | 9/27/2018 | 110 | 901326 | | 4849.2 GALS SODIUM HYPOCHLORITE | \$3,480.05 | |
| | 9/27/2018 | 110 | 900785 | | 4797.1 GALS SODIUM HYPOCHLORITE | \$3,442.66 | |

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| 168936 | 9/20/2018 | 143 | 589280 | CALTEST ANALYTICAL LABORATORY | 77 LAB SAMPLE ANALYSIS | \$3,368.55 | \$9,731.65 |
| | 9/20/2018 | 143 | 589277 | | 43 LAB SAMPLE ANALYSIS | \$1,903.15 | |
| | 9/20/2018 | 143 | 589439 | | 96 LAB SAMPLE ANALYSIS | \$4,371.55 | |
| | 9/20/2018 | 143 | 589278 | | 2 LAB SAMPLE ANALYSIS | \$88.40 | |
| 168933 | 9/20/2018 | 143 | 11324942 | BROWN & CALDWELL CONSULTANTS | STANDBY POWER SYSTEM UPGRADE | \$8,781.15 | \$8,781.15 |
| 168993 | 9/27/2018 | 170 | 4017274120180911 | ALAMEDA COUNTY WATER DISTRICT | SERV TO: 09/06/18 - FREMONT BLV | \$8,118.62 | \$8,118.62 |
| 168934 | 9/20/2018 | 150 | 230913 | BURKE, WILLIAMS & SORENSON LLP | SPECIAL COUNSEL SERVICES - JULY 2018 | \$229.32 | \$7,721.16 |
| | 9/20/2018 | 150 | 230917 | | EBDA - JULY 2018 | \$5,296.92 | |
| | 9/20/2018 | | 230914 | | CIP - JULY 2018 | \$2,194.92 | |
| 169036 | 9/27/2018 | 123 | 9154 | VON EUW TRUCKING | 38.4 HRS DUMP FEES | \$6,034.00 | \$6,034.00 |
| 169030 | 9/27/2018 | 110 | 1276369 | POLYDYNE INC | 41,260 LBS CLARIFLOC WE-539 | \$5,433.94 | \$5,433.94 |
| 169035 | 9/27/2018 | 170 | 940836 | VALLEY OIL COMPANY | PLANT DIESEL FUEL TANK SAMPLING | \$3,875.00 | \$3,875.00 |
| 168943 | 9/20/2018 | 113 | 1125246 | ENTHALPY ANALYTICAL LLC | 9 LAB SAMPLE ANALYSIS | \$150.00 | \$3,685.00 |
| | 9/20/2018 | 113 | 1124800 | | 36 LAB SAMPLE ANALYSIS | \$2,190.00 | |
| | 9/20/2018 | 113 | 1125108 | | 30 LAB SAMPLE ANALYSIS | \$1,345.00 | |
| 169000 | 9/27/2018 | | 230912 | BURKE, WILLIAMS & SORENSON LLP | GENERAL LEGAL - JULY 2018 | \$3,517.80 | \$3,517.80 |
| 168997 | 9/27/2018 | | 8633 | BAYLEY CONSTRUCTION, GP | REFUND # 21374 | \$3,300.00 | \$3,300.00 |
| 168973 | 9/20/2018 | 170 | 013720180911 | PACIFIC GAS AND ELECTRIC | SERV TO 09/04/18 BOYCE RD PS | \$2,850.46 | \$3,168.27 |
| | 9/20/2018 | 170 | 666720180906 | | SERV TO 08/29/18 PASEO PADRE PS | \$317.81 | |

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| 169018 | 9/27/2018 | | 9880979357 | GRAINGER INC | ASTD PARTS & MATERIALS | \$2,673.50 | \$3,111.27 |
| | 9/27/2018 | 122 | 9883579568 | | 5 FIRE EXTINGUISHERS | \$217.14 | |
| | 9/27/2018 | | 9882081947 | | 1 PACK PAINT COLLECTOR FILTER PADS | \$34.59 | |
| | 9/27/2018 | | 9881859533 | | 12 FILTERS | \$24.36 | |
| | 9/27/2018 | 170 | 9884062390 | | 12 POWDER COATED EYE PADS | \$86.26 | |
| | 9/27/2018 | | 9882592562 | | 1 PACK HAND SANITIZER | \$75.42 | |
| 168961 | 9/20/2018 | 132 | 1466349 | LIEBERT CASSIDY WHITMORE | LEGAL SERVICES - CALPER AUDIT- UNIFORMS | \$297.00 | \$2,792.00 |
| | 9/20/2018 | 132 | 1452021 | | NOR CAL EMPLOY RELATIONS CONSORTIUM MEMBERSHIP | \$2,495.00 | |
| 168960 | 9/20/2018 | | 90046 | KOFFLER ELECTRICAL MAR INC | HEADWORKS BAR SCREEN BRAKE | \$2,748.58 | \$2,748.58 |
| 168967 | 9/20/2018 | 172 | 991649 | MIL-RAM TECHNOLOGY, INC | REPAIR H2S PANEL | \$2,621.96 | \$2,621.96 |
| 168982 | 9/20/2018 | | 5602786084 | SIEMENS INDUSTRY INC | (2) SENSOR LIQ LVL SONIC PROBE | \$2,517.67 | \$2,517.67 |
| 168947 | 9/20/2018 | 173 | 20180919 | MICHAEL GILL | EXP REIMB: REGIS FEE: WINDOWS SERVER TRNG 10/1-10/5 | \$2,495.00 | \$2,495.00 |
| 169010 | 9/27/2018 | 122 | 40711 | DEL CONTE'S LANDSCAPING INC | LANDSCAPE MAINTENANCE SERVICES - SEPTEMBER 2018 | \$1,405.00 | \$2,375.00 |
| | 9/27/2018 | 170 | 40710 | | WEED ABATEMENT WORK SEPTEMBER 2018 | \$970.00 | |
| 169013 | 9/27/2018 | 113 | 1125962 | ENTHALPY ANALYTICAL LLC | 3 LAB SAMPLE ANALYSIS | \$60.00 | \$2,315.00 |
| | 9/27/2018 | 113 | 1126488 | | 13 LAB SAMPLE ANALYSIS | \$655.00 | |
| | 9/27/2018 | 113 | 1127062 | | 23 LAB SAMPLE ANALYSIS | \$1,600.00 | |
| 169009 | 9/27/2018 | | 69521713 | COMCAST OF CALIFORNIA, | FIBER INTERNET BACKUP - SEPTEMBER 2018 | \$1,998.38 | \$1,998.38 |
| 168937 | 9/20/2018 | | 99055379 | CALTROL INC | 4 HIGH PRESSURE LIQUID FILLED GAUGES | \$1,937.29 | \$1,937.29 |

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| 169022 | 9/27/2018 | | 74034646 | MCMASTER SUPPLY INC | ASTD PARTS & MATERIALS | \$1,300.30 | \$1,931.37 |
| | 9/27/2018 | 170 | 74121760 | | 2 FLUORESENT LIGHT BULBS | \$30.96 | |
| | 9/27/2018 | 170 | 74292693 | | ASTD PARTS & MATERIALS | \$69.21 | |
| | 9/27/2018 | 170 | 74383581 | | ASTD PARTS & MATERIALS | \$349.81 | |
| | 9/27/2018 | 170 | 73776370 | | ASTD PARTS & MATERIALS | \$64.33 | |
| | 9/27/2018 | | 74138431 | | ASTD PARTS & MATERIALS | \$45.30 | |
| | 9/27/2018 | 170 | 73734258 | | ASTD PARTS & MATERIALS | \$71.46 | |
| 168927 | 9/20/2018 | | 5191297 | ALL INDUSTRIAL ELECTRIC SUPPLY | 4 SURE-LITE LED EMERGENCY LIGHTS | \$1,369.70 | \$1,888.80 |
| | 9/20/2018 | 170 | 5191220 | | 1 CH 2P BREAKER/160 CORD SO8/4 | \$519.10 | |
| 168946 | 9/20/2018 | 132 | 20469 | FUTURE INDUSTRIAL TECHNOLOGIES | 2018 INDUSTRIAL ERGO TRAINING | \$1,807.73 | \$1,807.73 |
| 168974 | 9/20/2018 | 171 | 357191 | PENN TOOL CO INC | ASTD PARTS & MATERIALS | \$1,649.50 | \$1,649.50 |
| 168991 | 9/20/2018 | 170 | 15481 | WESTERN MACHINE & FAB INC | (6) TENSION ARM 8" WIDE | \$1,284.08 | \$1,607.84 |
| | 9/20/2018 | 170 | 15480 | | (1) MACHINE TRACK TO REMOVE WEAR | \$323.76 | |
| 168931 | 9/20/2018 | 170 | 148069R | BIGGE CRANE & RIGGING CO | BIGGE CRANE EAST BAR SCREEN PICKS | \$1,600.00 | \$1,600.00 |
| 168995 | 9/27/2018 | 121 | 11279 | AMERICAN DISCOUNT SECURITY | 08/01/18 - 08/31/18 GUARD AT DISTRICT GATE | \$1,587.00 | \$1,587.00 |
| 168924 | 9/20/2018 | 170 | 9956092028 | AIRGAS NCN | CYLINDER RENTAL | \$694.92 | \$1,524.52 |
| | 9/20/2018 | 170 | 9079762139 | | 5 CYL ARGON | \$829.60 | |
| 169006 | 9/27/2018 | 173 | PCT7165 | CDW GOVERNMENT LLC | MICROSOFT SURFACE BOOKS FOR PILOT | \$3,000.06 | \$1,514.53 |
| | 9/27/2018 | | PHJ4151 | | COMPUTER NOTE | \$-1,485.53 | |

**UNION SANITARY DISTRICT
CHECK REGISTER
09/15/2018-09/28/2018**

| Check No. | Date | Dept | Invoice No. | Vendor | Description | Invoice Amt | Check Amt |
|-----------|-----------|------|-------------|--------------------------------|--|-------------|------------|
| 168969 | 9/20/2018 | 170 | 24043021 | MOTION INDUSTRIES INC | ASTD PARTS & MATERIALS | \$173.12 | \$1,499.47 |
| | 9/20/2018 | 170 | 24043333 | | 2 PACKS O-RINGS | \$7.02 | |
| | 9/20/2018 | 170 | 24043332 | | 4 ASTD SHEAVES & BUSHINGS | \$304.09 | |
| | 9/20/2018 | | 24042604 | | 10 MESH VESTS | \$210.90 | |
| | 9/20/2018 | 170 | 24043098 | | ASTD PARTS & MATERIALS | \$804.34 | |
| 168979 | 9/20/2018 | 110 | 18083113 | S&S TRUCKING | GRIT HAULING 08/23/2018 & 08/27/2018 | \$1,495.20 | \$1,495.20 |
| 168959 | 9/20/2018 | 141 | AESB645 | IRON MOUNTAIN | OFF-SITE STORAGE AND SERVICE - AUGUST 2018 | \$819.15 | \$1,462.60 |
| | 9/20/2018 | 141 | AEPL252 | | OFF-SITE STORAGE AND SERVICE - AUG 2018 | \$338.53 | |
| | 9/20/2018 | 173 | 201686061 | | DATA/MEDIA OFF-SITE STORAGE - AUG 2018 | \$304.92 | |
| 169005 | 9/27/2018 | | 20180920 | LOURDES CARDENAS | COMPUTER NOTE | \$1,369.74 | \$1,369.74 |
| 169024 | 9/27/2018 | 171 | 1734404 | MOBILE MODULAR MANAGEMENT CORP | MONTHLY FMC BREAK TRAILER RENTAL - SEPT 2018 | \$1,245.43 | \$1,245.43 |
| 169021 | 9/27/2018 | 173 | 16768 | LOOKINGPOINT INC | ANNUAL PHONE AND NETWORK SUPPORT | \$1,225.00 | \$1,225.00 |
| 168988 | 9/20/2018 | 113 | 8083471632 | VWR INTERNATIONAL LLC | LAB SUPPLIES | \$67.81 | \$1,206.35 |
| | 9/20/2018 | 113 | 8083553534 | | LAB SUPPLIES | \$141.05 | |
| | 9/20/2018 | | 8083514937 | | LAB SUPPLIES | \$638.85 | |
| | 9/20/2018 | 113 | 8083506110 | | LAB SUPPLIES | \$61.71 | |
| | 9/20/2018 | 113 | 8083460751 | | LAB SUPPLIES | \$144.47 | |
| | 9/20/2018 | 113 | 8083539096 | | LAB SUPPLIES | \$152.46 | |
| 168958 | 9/20/2018 | 122 | 1476 | IN-USE SOLUTIONS | 2018 ANNUAL OPACITY TESTING | \$1,200.00 | \$1,200.00 |

**UNION SANITARY DISTRICT
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| Check No. | Date | Dept | Invoice No. | Vendor | Description | Invoice Amt | Check Amt |
|-----------|-----------|------|-------------|----------------------------------|--|-------------|------------|
| 168964 | 9/20/2018 | | 4514479 | MALLORY SAFETY AND SUPPLY LLC | ASTD CAL GASES | \$1,136.85 | \$1,136.85 |
| 168966 | 9/20/2018 | 170 | 73593874 | MCMASTER SUPPLY INC | 4 STAINLESS STEEL RING-GRIP QUICK-RELEASE PINS | \$38.13 | \$1,118.41 |
| | 9/20/2018 | 170 | 73323097 | | 1 TIGHT-TOLERANCE 304 STAINLESS STEEL ROD | \$56.48 | |
| | 9/20/2018 | 120 | 73579936 | | 6 PACKS EXTRA HEAVY DUTY GARBAGE BAGS | \$705.56 | |
| | 9/20/2018 | 170 | 73373136 | | 15 PACKS SCREWS | \$68.83 | |
| | 9/20/2018 | 170 | 73238326 | | ASTD PARTS & MATERIALS | \$118.44 | |
| | 9/20/2018 | 170 | 73609905 | | ASTD PARTS & MATERIALS | \$52.67 | |
| | 9/20/2018 | 170 | 73579935 | | ASTD PARTS & MATERIALS | \$78.30 | |
| 169031 | 9/27/2018 | 132 | 71372 | RICHARD, THORSON, GRAVES & ROYER | LEGAL CONSULTATION | \$820.00 | \$1,020.00 |
| | 9/27/2018 | 132 | 73471 | | LEGAL CONSULTATION | \$60.00 | |
| | 9/27/2018 | 132 | 72486 | | LEGAL CONSULTATION | \$140.00 | |
| 168940 | 9/20/2018 | 170 | 20180828 | COMMUNICATION & CONTROL INC | UTILITY FEE/ANTENNA RENTAL | \$1,013.21 | \$1,013.21 |
| 168971 | 9/20/2018 | 150 | 20180913 | NEW HAVEN SCHOOLS FOUNDATION | DONATION/REGISTRATION: SCIENCE IN THE PARK | \$1,000.00 | \$1,000.00 |
| 168928 | 9/20/2018 | 123 | 164713 | AMERICAN TRUCK & TRAILER | REPAIRS ON VANAIR COMPRESSOR | \$951.64 | \$951.64 |
| 168950 | 9/20/2018 | 120 | 1449213 | GRANITE CONSTRUCTION COMPANY | 10.21 TONS 1/2" HMA64-10R15 | \$868.05 | \$868.05 |
| 169016 | 9/27/2018 | 141 | 10190 | FREMONT EXPRESS COURIER SVC | COURIER SVCS: AUG 2018 DAILY MAIL/1 BOARDMEMBER DELIVERY | \$835.00 | \$835.00 |
| 168929 | 9/20/2018 | 123 | 356432 | BAY AREA BARRICADE SERVICE INC | 50 CERAMIC PAVEMENT MARKERS/50 5X5 HOT SPOT | \$147.21 | \$778.82 |
| | 9/20/2018 | | 357507 | | 6 SHOVELS & 20 MARKER POSTS | \$631.61 | |
| 168941 | 9/20/2018 | | 20180825 | DALE HARDWARE INC | 08/18 - ASTD PARTS & MATERIALS | \$773.46 | \$773.46 |

**UNION SANITARY DISTRICT
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|-----------|-----------|------|---------------|-------------------------------------|---|-------------|-----------|
| 169032 | 9/27/2018 | 110 | 18090404 | S&S TRUCKING | GRIT BIN RENTAL - 08/31/2018 | \$750.00 | \$750.00 |
| 168957 | 9/20/2018 | 136 | 32KW7MKG | HYATT REGENCY MONTEREY | PREPAY LODGING: J ROJO 10/23 - 10/25/2018 | \$725.46 | \$725.46 |
| 169028 | 9/27/2018 | 171 | 357192 | PENN TOOL CO INC | (1) POWER MILLING TABLE | \$714.50 | \$714.50 |
| 168938 | 9/20/2018 | 136 | 4026837387 | CANON SOLUTIONS AMERICA INC | MTHLY MAINTENANCE BASED ON USE | \$710.76 | \$710.76 |
| 168952 | 9/20/2018 | | 3M5829 | HARRINGTON INDUSTRIAL PLASTICS | ASTD PVC PARTS & MATERIALS | \$371.92 | \$704.98 |
| | 9/20/2018 | | 3M5886 | | ASTD PVC PARTS & MATERIALS | \$61.70 | |
| | 9/20/2018 | 170 | 3M5830 | | 1 EA PIPE & TUBING CUTTERS | \$271.36 | |
| 169023 | 9/27/2018 | 170 | 180953 | METROMOBILE COMMUNICATIONS INC | ANNUAL RADIO SERVICE - SEPTEMBER 2018 | \$599.08 | \$599.08 |
| 169029 | 9/27/2018 | | 20180924 | PETTY CASH | PETTY CASH REPLENISHMENT | \$576.14 | \$576.14 |
| 168989 | 9/20/2018 | 121 | 41727 | WECO INDUSTRIES LLC | CAMERA REPAIRS | \$99.29 | \$559.29 |
| | 9/20/2018 | 121 | 41685 | | CAMERA REPAIRS | \$460.00 | |
| 168942 | 9/20/2018 | 173 | 403989 | DLT SOLUTIONS, LLC | AWS CLOUD STORAGE - JULY 2018 | \$535.50 | \$535.50 |
| 168977 | 9/20/2018 | 120 | 08I0036018380 | NESTLE WATERS NO. AMERICA READYREFR | WATER SERVICE 08/07/18 - 09/06/18 | \$533.42 | \$533.42 |
| 169033 | 9/27/2018 | | 1076705340 | TPX COMMUNICATIONS | WIRELESS INTERNET BACKUP - SEPTEMBER | \$505.97 | \$505.97 |
| 168925 | 9/20/2018 | | 8880 | ALAMEDA COUNTY WATER DISTRICT | REFUND # 21364 | \$500.00 | \$500.00 |
| 168962 | 9/20/2018 | 173 | 16752 | LOOKINGPOINT INC | COMCAST MIGRATION | \$500.00 | \$500.00 |
| 168948 | 9/20/2018 | 122 | 1841084253 | GOODYEAR COMM TIRE & SERV CTRS | 4 TIRES | \$480.24 | \$480.24 |

**UNION SANITARY DISTRICT
CHECK REGISTER
09/15/2018-09/28/2018**

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|-----------|-----------|------|-------------|--------------------------|--|-------------|-----------|
| 168939 | 9/20/2018 | | 54K133313 | CINTAS CORPORATION NO. 2 | UNIFORM LAUNDERING SERVICE | \$242.32 | \$476.29 |
| | 9/20/2018 | | 54K133315 | | UNIFORM LAUNDERING & RUGS | \$216.75 | |
| | 9/20/2018 | 122 | 54K133314 | | ASTD DUST MOPS, WET MOPS & TERRY TOWEL | \$17.22 | |
| 168949 | 9/20/2018 | 170 | 9876727125 | GRAINGER INC | 6 PULSE ARC METAL HALIDE LAMPS | \$267.62 | \$460.16 |
| | 9/20/2018 | 111 | 9875680028 | | 1 EYE WASH CARTRIDGE | \$192.54 | |
| 169007 | 9/27/2018 | | 54K134480 | CINTAS CORPORATION NO. 2 | UNIFORM LAUNDERING & RUGS | \$216.75 | \$447.97 |
| | 9/27/2018 | | 54K134479 | | ASTD DUST MOPS, WET MOPS & TERRY TOWEL | \$17.22 | |
| | 9/27/2018 | | 54K134478 | | UNIFORM LAUNDERING SERVICE | \$214.00 | |
| 168994 | 9/27/2018 | | 20180810 | AMAZON.COM LLC | 08/18 - ASTD OFFICE SUPPLIES | \$445.15 | \$445.15 |
| 169008 | 9/27/2018 | 150 | 70107 | CITYLEAF INC | PLANT MAINTENANCE - SEP 2018 | \$431.86 | \$431.86 |
| 169037 | 9/27/2018 | 113 | 8083558207 | VWR INTERNATIONAL LLC | LAB SUPPLIES | \$161.48 | \$429.60 |
| | 9/27/2018 | | 8083611507 | | LAB SUPPLIES | \$268.12 | |
| 169014 | 9/27/2018 | | 20180926 | MARIELA ESPINOSA | TRAVEL REIMB: AIRFARE - CALPERS CONFERENCE | \$424.40 | \$424.40 |
| 168963 | 9/20/2018 | 172 | 20180917 | DUNG LU | EXP REIMB: PARKING & PER DIEM FOR INFARED TRAINING - AUSTIN TX | \$405.00 | \$405.00 |
| 168955 | 9/20/2018 | 123 | 5797931 | HOSE & FITTINGS ETC | ASTD PARTS & MATERIALS | \$389.44 | \$389.44 |
| 169001 | 9/27/2018 | | 7943 | BURLINGAME ENGINEERS INC | MILTON ROY PUMP PARTS | \$377.57 | \$377.57 |
| 168976 | 9/20/2018 | | 142026 | PREFERRED ALLIANCE INC | AUGUST 2018 SERVICE FEE | \$369.04 | \$369.04 |
| 168935 | 9/20/2018 | 113 | 20180917 | MARY GRACE CALANOG | TRAVEL REIMB: AIRFARE - OES OPERATIONS FOR QTEGRA COURSE | \$329.60 | \$329.60 |
| 168930 | 9/20/2018 | 172 | 20180918 | RICA BERCASIO | TRAVEL EXP: PER DIEM - WEFTEC CONFERENCE | \$315.00 | \$315.00 |

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| 168956 | 9/20/2018 | 172 | 20180918 | MIKE HOVEY | MEAL PER DIEM FOR WEF 9/30 - 10/4/18 | \$315.00 | \$315.00 |
| 168972 | 9/20/2018 | 171 | 20180918 | STEVEN NOEGEL | PREPAY MEAL PER DIEM FOR WEF 9/30 - 10/4/18 | \$315.00 | \$315.00 |
| 168980 | 9/20/2018 | 171 | 20180918 | ELOY SEPULVEDA | TRAVEL EXP: PER DIEM - WEFTEC CONFERENCE | \$315.00 | \$315.00 |
| 168981 | 9/20/2018 | 171 | 20180918 | AARON SHONG | TRAVEL EXP: PER DIEM - WEFTEC CONFERENCE | \$315.00 | \$315.00 |
| 168978 | 9/20/2018 | | 3190329002 | S & S SUPPLIES & SOLUTIONS | (17) SAFETY VESTS | \$289.19 | \$289.19 |
| 169038 | 9/27/2018 | 132 | 28935 | WILEY PRICE & RADULOVICH LLP | LABOR & EMPLOYMENT LAW FEES | \$283.50 | \$283.50 |
| 169017 | 9/27/2018 | 122 | 1841084433 | GOODYEAR COMM TIRE & SERV CTRS | 4 TIRES | \$264.87 | \$264.87 |
| 168990 | 9/20/2018 | 136 | 20180918 | SHARON WEST | TRAVEL EXP: PER DIEM - OPTIMUM SOLUTIONS CONFERENCE | \$252.00 | \$252.00 |
| 168926 | 9/20/2018 | 170 | 4017275220180906 | ALAMEDA COUNTY WATER DISTRICT | SERV TO: 09/06/18 - FREMONT BLVD | \$151.59 | \$208.17 |
| | 9/20/2018 | 170 | 4017420220180906 | | SERV TO: 09/06/18 - FREMONT BLVD | \$56.58 | |
| 168998 | 9/27/2018 | | 21618100 | BECK'S SHOES | SAFETY SHOES: L. CARDENAS EXCHANGE | \$194.07 | \$194.07 |
| 169020 | 9/27/2018 | 122 | 1476.1 | IN-USE SOLUTIONS | 2018 ANNUAL OPACITY TESTING | \$185.00 | \$185.00 |
| 168983 | 9/20/2018 | 111 | 20180913 | SWRCB - STATE WATER RESOURCES | GRADE V OPERATOR CERTIFICATE RENEWAL - W. COGGINS | \$150.00 | \$150.00 |
| 168985 | 9/20/2018 | 136 | 20180918 | KIM TRUONG | EXP REIMB: MILEAGE FOR CAPPO TRNG IN MATHER CA | \$138.43 | \$138.43 |
| 168970 | 9/20/2018 | 170 | 197475 | NAYLOR STEEL INC | ASTD PARTS & MATERIALS | \$128.09 | \$128.09 |
| 168954 | 9/20/2018 | 122 | 603126741 | HILLYARD/SAN FRANCISCO | 12 QTS CARPET SPOTTER GEL | \$107.33 | \$107.33 |
| 168996 | 9/27/2018 | 170 | 638816 | A-PRO PEST CONTROL INC | PEST CONTROL - RODENTS | \$90.00 | \$90.00 |
| 168965 | 9/20/2018 | 170 | 77905413 | MATHESON TRI-GAS INC | MONTHLY CYLINDER RENTAL - AUGUST 2018 | \$85.32 | \$85.32 |

**UNION SANITARY DISTRICT
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|-----------|-----------|------|--------------|--------------------------|--------------------------------|-------------|-----------|
| 168951 | 9/20/2018 | 132 | 270363 | HANIGAN COMPANY INC | BUSINESS CARDS: K. TERRAZAS | \$40.78 | \$81.56 |
| | 9/20/2018 | 144 | 270458 | | BUSINESS CARDS: A. ROBLES | \$40.78 | |
| 169011 | 9/27/2018 | | 615320180920 | DISH NETWORK | OCT 2018 - SERVICE FEE | \$60.90 | \$60.90 |
| 168992 | 9/27/2018 | | 1526 | ALAMEDA COUNTY TREASURER | 19 ASSESSOR MAPS | \$57.00 | \$57.00 |
| 169019 | 9/27/2018 | 110 | 1309250 | HAYWARD WATER SYSTEM | WATER SERV 07/09/18 - 09/07/18 | \$41.19 | \$41.19 |
| 169003 | 9/27/2018 | 132 | 325820 | STATE OF CALIFORNIA | 1 NEW HIRE FINGERPRINTS | \$32.00 | \$32.00 |
| 168932 | 9/20/2018 | 141 | 12855750 | BLAISDELL'S | ASTD OFFICE SUPPLIES | \$28.47 | \$28.47 |
| 168999 | 9/27/2018 | 170 | 12862210 | BLAISDELL'S | ASTD OFFICE SUPPLIES | \$13.94 | \$13.94 |

Invoices:

| | | |
|-------------------------------|------------|-------------------|
| Credit Memos : | 2 | -1,623.81 |
| \$0 - \$1,000 : | 118 | 36,175.24 |
| \$1,000 - \$10,000 : | 58 | 177,497.07 |
| \$10,000 - \$100,000 : | 14 | 491,438.23 |
| Over \$100,000 : | 0 | |
| Total: | 192 | 703,486.73 |

Checks:

| | | |
|-------------------------------|------------|-------------------|
| \$0 - \$1,000 : | 57 | 22,854.42 |
| \$1,000 - \$10,000 : | 42 | 118,382.29 |
| \$10,000 - \$100,000 : | 15 | 407,861.94 |
| Over \$100,000 : | 1 | 154,388.08 |
| Total: | 115 | 703,486.73 |

AVOID FOG CLOGS!

KEEP FATS, OILS, & GREASE (FOG) OUT OF YOUR DRAINS!

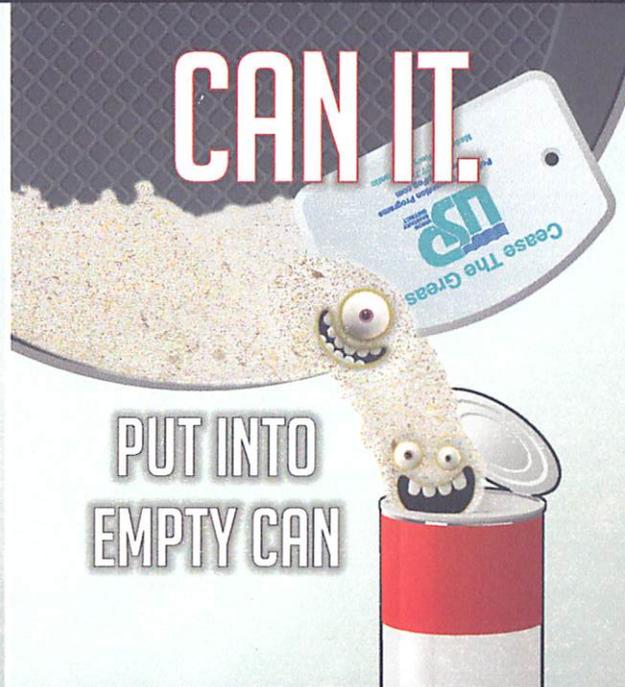
COOL IT.

LET OIL & GREASE
COOL DOWN



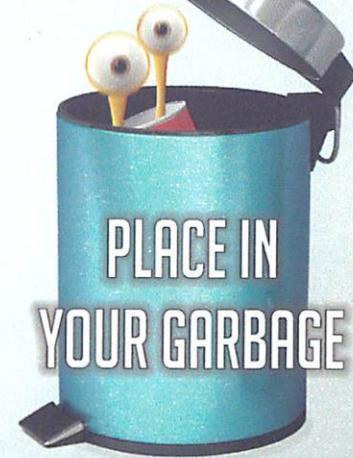
CAN IT.

PUT INTO
EMPTY CAN



TRASH IT.

PLACE IN
YOUR GARBAGE



FOG (Fats, Oils, and Grease) in your household drains can create blockages that turn a great holiday into a hot mess.

Avoid sloppy, costly backups into your home and overflows that can enter local waterways, harming wildlife and the environment. NEVER put fats, oils, or grease down your drains or into storm drains, which flow untreated to our creeks and San Francisco Bay. Bring your used cooking oil to the Republic Services Customer Service Center at 42600 Boyce Road in Fremont for FREE disposal Monday through Friday, 8 AM to 5 PM. Pour used cooking oil into the receptacle and dispose of your empty jug in the provided container.



Union Sanitary District

For more information, visit www.StopFOG.com, call Republic Services at (510) 657-3500, or call Union Sanitary District at (510) 477-7500.

DESK ITEM
ITEM 14
10/8/18

AVOID FOG CLOGS!

KEEP FATS, OILS, & GREASE (FOG) OUT OF YOUR DRAINS!

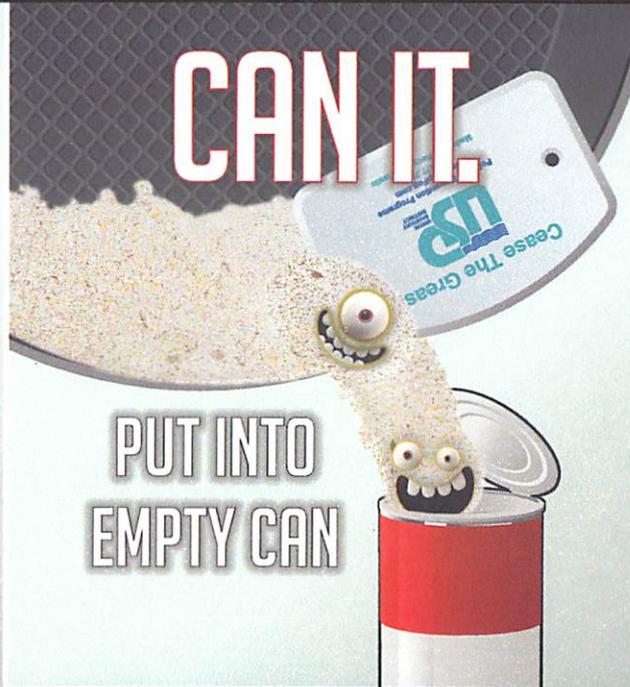
COOL IT.

LET OIL & GREASE
COOL DOWN



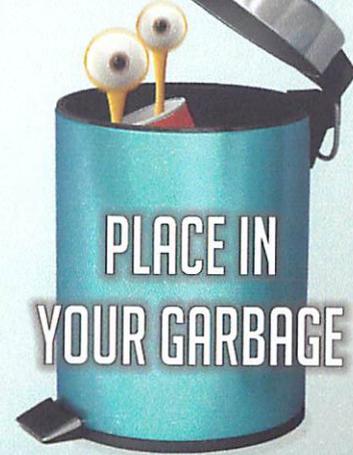
CAN IT.

PUT INTO
EMPTY CAN



TRASH IT.

PLACE IN
YOUR GARBAGE



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