



BOARD MEETING AGENDA
Monday, June 24, 2019
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. | Salute to the Flag. |
| | 3. | Roll Call. |
| Motion | 4. | Approve Minutes of the Special Board Meeting of June 3, 2019. |
| Motion | 5. | Approve Minutes of the Board Workshop of June 5, 2019. |
| Motion | 6. | Approve Minutes of the Board Meeting of June 10, 2019. |
| Information | 7. | May 2019 Monthly Operations Report <i>(to be reviewed by the Budget & Finance and Legal/Community Affairs Committees).</i> |
| | 8. | Written Communications. |
| | 9. | Public Comment.
Public Comment is limited to three minutes per individual, with a maximum of 30 minutes per subject. If the comment relates to an agenda item, the speaker should address the Board at the time the item is considered. Speaker cards will be available in the Boardroom and are requested to be completed prior to the start of the meeting. |
| Public Hearing | 10. | Public Hearing to Consider Collection of Sewer Service Charges on the Tax Rolls for Fiscal Year 2020 and Adoption of a Resolution Electing to Collect Sewer Service Charges on the Tax Rolls <i>(to be reviewed by the Budget & Finance Committee).</i> |
| Motion | 11. | Consider Approving Proposed Operating and CIP Budget for Fiscal Year 2020 <i>(to be reviewed by the Budget & Finance Committee).</i> |
| Motion | 12. | Review and Consider Approval of Policy No. 3100, Public Input at Board and Committee Meetings <i>(to be reviewed by the Legal/Community Affairs Committee).</i> |
| Motion | 13. | Review and Consider Approval of Policy No. 3200, Boardmember Requests for Information <i>(to be reviewed by the Legal/Community Affairs Committee).</i> |

- Motion 14. Review and Consider Approval of Policy No. 4000, Representation by Boardmembers on Specific Issues *(to be reviewed by the Legal/Community Affairs Committee)*.
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- Motion 15. Reject the Sole Bid Received for the Newark Pump Station Cathodic Protection System Upgrade Project *(to be reviewed by the Engineering and Information Technology Committee)*.
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- Motion 16. Schedule a Public Hearing to Adopt Ordinance No. 36.04, Sewer Use Ordinance, and to Repeal Ordinance No. 36.03 *(to be reviewed by the Legal/Community Affairs Committee)*.
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- Information 17. Check Register.
-
- Information 18. Committee Meeting Reports. *(No Board action is taken at Committee meetings):*
- a. Budget & Finance Committee – Wednesday, June 19, 2019, at 10:00 a.m.
 - Director Kite and Director Toy
 - b. Engineering and Information Technology Committee – Thursday, June 20, 2019, at 12:30 p.m.
 - Director Handley and Director Lathi
 - c. Legal/Community Affairs Committee – Friday, June 21, 2019, at 10:30 a.m.
 - Director Fernandez and Director Handley
 - d. Legislative Committee – will not meet.
 - e. Audit Committee – will not meet.
 - f. Personnel Committee – will not meet.
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- Information 19. General Manager’s Report. *(Information on recent issues of interest to the Board)*.
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20. 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.
-
21. Adjournment – The Board will adjourn to a Board Workshop in the Alvarado Conference Room on Tuesday, July 9, 2019, at 6:00 p.m.
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22. Adjournment – The Board will then adjourn to the next Regular Board Meeting in the Boardroom on Monday, July 22, 2019, at 7:00 p.m.
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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.



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

Directors
Manny Fernandez
Tom Handley
Pat Kite
Anjali Lathi
Jennifer Toy

AGENDA
Wednesday, June 19, 2019
10:00 A.M.

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

Alvarado Conference Room
5072 Benson Road
Union City, CA 94587

Karen W. Murphy
Attorney

1. Call to Order

2. Roll Call

3. Public Comment
Public Comment is limited to three minutes per individual, with a maximum of 30 minutes per subject. If the comment relates to an agenda item, the speaker should address the Board at the time the item is considered. Speaker cards will be available and are requested to be completed prior to the start of the meeting.

4. Items to be reviewed for the Regular Board meeting of June 24, 2019:
 - May 2019 Monthly Operations Report – Financial Reports
 - Public Hearing to Consider Collection of Sewer Service Charges on the Tax Rolls for Fiscal Year 2020 and Adoption of a Resolution Electing to Collect Sewer Service Charges on the Tax Rolls
 - Consider Approving Proposed Operating and CIP Budget for Fiscal Year 2020

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 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.



**ENGINEERING AND INFORMATION TECHNOLOGY
COMMITTEE MEETING**

Committee Members: Director Handley and Director Lathi

AGENDA

Thursday, June 20, 2019

12:30 P.M.

Alvarado Conference Room

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. Roll Call

3. Public Comment
Public Comment is limited to three minutes per individual, with a maximum of 30 minutes per subject. If the comment relates to an agenda item, the speaker should address the Board at the time the item is considered. Speaker cards will be available and are requested to be completed prior to the start of the meeting.

4. Items to be reviewed for the Regular Board meeting of June 24, 2019:
 - Reject the Sole Bid Received for the Newark Pump Station Cathodic Protection System Upgrade Project

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 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.



LEGAL/COMMUNITY AFFAIRS COMMITTEE MEETING

Committee Members: Director Fernandez and Director Handley

Directors

Manny Fernandez
Tom Handley
Pat Kite
Anjali Lathi
Jennifer Toy

AGENDA

Friday, June 21, 2019

10:30 A.M.

Alvarado Conference Room

5072 Benson Road

Union City, CA 94587

Officers

Paul R. Eldredge
*General Manager/
District Engineer*

Karen W. Murphy
Attorney

1. Call to Order

2. Roll Call

3. Public Comment

Public Comment is limited to three minutes per individual, with a maximum of 30 minutes per subject. If the comment relates to an agenda item, the speaker should address the Board at the time the item is considered. Speaker cards will be available and are requested to be completed prior to the start of the meeting.

4. Items to be reviewed for the Regular Board meeting of June 24, 2019:

- May 2019 Monthly Operations Report – Odor and Work Group Reports
 - Review and Consider Approval of Policy No. 3100, Public Input at Board and Committee Meetings
 - Review and Consider Approval of Policy No. 3200, Boardmember Requests for Information
 - Review and Consider Approval of Policy No. 4000, Representation by Boardmembers on Specific Issues
 - Schedule a Public Hearing to Adopt Ordinance No. 36.04, Sewer Use Ordinance, and to Repeal Ordinance No. 36.03
-

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 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.

**MINUTES OF THE MEETING OF THE
BOARD OF DIRECTORS OF
UNION SANITARY DISTRICT
June 3, 2019**

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
Karen Murphy, District Counsel
Sami Ghossain, Technical Services Manager
Armando Lopez, Treatment and Disposal Services Manager
Robert Simonich, Fabrication, Maintenance, and Construction Manager
James Schofield, Collection Services Manager
Gene Boucher, Human Resources Manager
Laurie Brenner, Business Services Coach
Karoline Terrazas, Organizational Performance Manager
Danielle Lemos, Administrative Specialist

VISITORS: Alice Johnson, League of Women Voters

APPROVAL OF THE MINUTES OF THE BOARD WORKSHOP OF MAY 8, 2019

It was moved by Director Handley, seconded by Director Kite, to approve the Minutes of the Board Workshop of May 8, 2019. Motion carried unanimously.

APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF MAY 13, 2019

It was moved by Vice President Fernandez, seconded by Secretary Toy, to approve the Minutes of the Regular Meeting of May 13, 2019. Motion carried unanimously.

APPROVAL OF THE MINUTES OF THE BOARD WORKSHOP OF MAY 20, 2019

It was moved by Secretary Toy, seconded by Director Handley, to approve the Minutes of the Board Workshop of May 20, 2019. Motion carried unanimously.

APPROVAL OF THE MINUTES OF THE SPECIAL MEETING OF MAY 23, 2019

It was moved by Director Handley, seconded by Vice President Fernandez, to approve the Minutes of the Special Meeting of May 23, 2019. Motion carried unanimously.

BALANCED SCORECARD

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

- a. Third Quarter FY 19 District-wide Balanced Scorecard Measures – Organizational Performance Manager Terrazas provided an overview of the third quarter Fiscal Year 2019 Balanced Scorecard included in the Board meeting packet.
- b. Balanced Scorecard Report for the Technical Services Work Group – Technical Services Manager Ghossain presented the following:

The summary of objectives and measures remained unchanged from the prior year's report.

- Capital Improvements Projects (CIP) Team measures focus on internal and external customer satisfaction, management of District funds, and successful quality control of capital projects.
 - All customer perspective surveys regarding communication and responsiveness of project managers exceeded the target of 90%.
 - The Newark Pump Station Wet Well Improvements Project was the only project to exceed the 20% target for percent of design and construction management costs to construction cost. Due to the relative low project construction cost, the consultant's fees, in terms of percentage, are higher than those for the common construction project.
 - Details regarding Projects that exceeded the goal for percentage of total contract change order amounts to construction costs were included in the Board meeting packet.
- Customer Service (CST) Team measures focus on timely return of plan reviews, dispatching trouble calls, collection of fees, providing quality construction inspection of sewer facilities, and providing high-quality customer service to both external and internal customers.
 - The goal of less than five refunds issued per year was attained with three refunds issued in the past 12 months.
 - The goal of checking 90% of plans within 10 working days was exceeded in all four quarters. The average review time was 7.3 days in the past 12 months.
 - The goal of dispatching a minimum of 90% of trouble calls within 10 minutes was exceeded in all four quarters. The longest relay time was 14 minutes.
- Environmental Compliance (EC) Team measures are related to the protection of District workers, facilities, and the Plant from potentially harmful discharges; compliance with Local, State, and Federal regulations and requirements; and

developing constructive and professional relationships with our Industrial and Commercial users.

- All Public Outreach surveys returned indicated 100% positive feedback. Targets were exceeded in all four quarters.
- EC staff were successful in meeting the target of 90%-100% expenditures for the City of Fremont Clean Water Program Contract. A total of 75% was spent and invoiced by end of quarter three, and the Team projects 90% of the annual budget will be utilized by the end of FY19.
- EC inspectors exceeded all quarterly targets for the number of samples taken.

Director Handley requested that, for future reports, the scale used for some of the bar graphs is selected such that the data shown is more clear. General Manager Eldredge acknowledged the request.

WRITTEN COMMUNICATIONS

There were no written communications.

ORAL COMMUNICATIONS

There were no written communications.

SELECT BOARD MEMBERS TO REPRESENT UNION SANITARY DISTRICT ON EXTERNAL COMMITTEES FOR FISCAL YEAR 2020

General Manager Eldredge stated Policy No. 3070 calls for the Board to annually select representatives and alternates for the four following External Committees: Alameda County Water District Financing Authority, East Bay Dischargers Authority Commission, Alameda County California Special District Association, and Southern Alameda County Geographic Information System Joint Powers Authority. Current Board representatives and alternates for external committees and a table showing Boardmember preferences for external committee assignments were included in the Board meeting packet. Staff recommended the Board select members to serve the Fiscal Year 2020 term as USD representatives on the Alameda County Water District Finance Authority, East Bay Dischargers Authority Commission, Alameda County Chapter of the California Special District Association, and the Southern Alameda County Geographic Information System Joint Powers Authority.

It was moved by Director Handley, seconded by Director Kite, to Accept the Following External Committee Assignments for Fiscal Year 2020:

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

Motion carried unanimously.

BOARD MEMBER COMPENSATION FOR FISCAL YEAR 2020

This item was reviewed by the Legal/Community Affairs Committee. General Manager Eldredge stated the Board adopted Ordinance 44 in 2000 which stated that on January 1 of each year Boardmember compensation would be increased by the amount of increase for classified employees' wages for the year. The Ordinance also provided for the Board to review the compensation prior to it going into effect on January 1. In March 2018, the Board reviewed and revised Ordinance 44 and Board Policy No. 3040 to modify the effective date of any increase in Boardmember compensation from January 1 to July 1 to correspond with the District's fiscal year budget cycle. Boardmembers have voted not to increase their meeting stipend since 2003. A Board compensation survey was completed by District Staff in April 2019 and was included in the Board meeting packet. Staff recommended the Legal/Community Affairs Committee present their recommendation to the Board for consideration.

The Legal/Community Affairs Committee recommended the Board make no changes to its compensation for Fiscal Year 2020.

It was moved by Vice President Fernandez, seconded by Director Kite, to Make No Changes to Board Compensation for Fiscal Year 2020. Motion carried unanimously.

BOARD MEMBER HEALTH AND WELFARE AND OTHER BENEFITS – POLICY NO. 3090

This item was reviewed by the Legal/Community Affairs Committee. General Manager Eldredge stated Policy No. 3090 was up for periodic review having previously been reviewed in February 2012. Staff reviewed the Policy and suggested minor edits consisting of the removal of outdated language, the addition of applicable Government Code language, and updating the format for consistency. A question was posed and General Manager Eldredge confirmed that Policy No. 3090 applies to employees and Boardmembers. Staff recommended the Board review and consider approval of proposed revisions to Policy No. 3090, Board Member Health and Welfare and Other Benefits.

It was moved by Secretary Toy, seconded by Director Handley, to Approved Policy No. 3090, Board Member Health and Welfare and Other Benefits. Motion carried unanimously.

SCHEDULING PUBLIC HEARING TO CONSIDER COLLECTION OF SEWER SERVICE CHARGES ON THE TAX ROLL FOR FISCAL YEAR 2020

This item was reviewed by the Budget and Finance Committee. Business Services Coach Brenner stated the Board approved sewer service charge rates for fiscal years 2017 through 2021 on January 25, 2016. The collection of sewer service charges on the tax rolls requires an annual hearing and consideration by the Board. Staff prepared the report to be considered at the public hearing and published the Public Hearing Notice in The Argus Newspaper and the Tri-City Voice. Staff recommended the Board set the time for holding the public hearing to consider collection of sewer service charges on the tax roll for fiscal year 2020 for 7:00 p.m., or as soon thereafter as the matter may be heard, on June 24, 2019, in the Boardroom at 5072 Benson Road, Union City, California.

It was moved by Vice President Fernandez, seconded by Director Handley, to Set the Time for Holding the Public Hearing to Consider Collection of Sewer Service Charges on the Tax Roll for Fiscal Year 2020 at 7:00 p.m. on June 24, 2019, in the Boardroom at 5072 Benson Road, Union City, California. Motion carried unanimously.

SCHEDULING PUBLIC HEARING TO ADOPT ORDINANCE NO. 34.08, AN ORDINANCE PROVIDING FOR THE GENERAL REGULATION OF PRIVATE AND PUBLIC SEWERS, PLAN REVIEW, ISSUANCE OF CONSTRUCTION PERMITS, INSPECTION OF SEWER INSTALLATION, AND THE COLLECTION OF FEES FOR THESE SERVICES, AND TO REPEAL ORDINANCE NO. 34.07

This item was reviewed by the Legal/Community Affairs Committee. Technical Services Manager Ghossain stated Ordinance 34.07 provides for plan review, issuance of construction permits, inspection of sewer installation, and the collection of fees for these services. Fees for these services have not been updated in over three years. Due to economic inflation, some fees no longer cover the minimum effort associated with performing these services. Staff recommended repealing Ordinance 34.07 and the adoption of Ordinance 34.08 to incorporate the current schedule of construction costs used for calculating plan review and inspection fees and updates to the material and services fees. A summary of proposed changes was included in the Board meeting packet. Staff prepared the report to be considered at the public hearing and published the Public Hearing Notice in the Tri-City Voice. Staff recommended the Board set the time for holding the public hearing to adopt ordinance 34.08 and repeal ordinance 34.07 for 7:00 p.m., or as soon thereafter as the matter may be heard, on July 22, 2019, in the Boardroom at 5072 Benson Road, Union City, California.

It was moved by Vice President Fernandez, seconded by Secretary Toy, to Set the Time for Holding the Public Hearing to Adopt Ordinance 34.08, and Ordinance Providing for the General Regulation of Private and Public Sewers, Plan Review, Issuance of Construction

Permits, Inspection of Sewer Installation, and the Collection of Fees for these Services, and to Repeal Ordinance 34.07. Motion carried unanimously.

CONSIDER A RESOLUTION TO ACCEPT A SANITARY SEWER EASEMENT FOR TRACT 8208 – PRIMA NEWARK, LOCATED AT CEDAR BOULEVARD AND CEDAR COURT, IN THE CITY OF NEWARK

This item was reviewed by the Legal/Community Affairs Committee. Technical Services Manager Ghossain stated Developer DR Horton, Inc. has constructed 42 single-family residences, 147 townhomes, and 92 condominiums for Tract 8208, located at Cedar Boulevard and Cedar Court, in the City of Newark. The roadways of the development do not meet the City of Newark's street dimensions and structure setback requirements for public streets and were, therefore, designated as private streets. DR Horton, Inc. has constructed the new sewer mains and Prima Homeowners Association, Inc., has granted the District sanitary sewer easements to provide for access, maintenance, and service of the new sewer main in the private roadway. Staff recommended the Board consider a resolution to accept a sanitary sewer easement for Tract 8208 – Prima Newark, located at Cedar Boulevard and Cedar Court in the City of Newark.

It was moved by Secretary Toy, seconded by Director Handley, to Adopt Resolution 2861 to Accept a Sanitary Sewer Easement for Tract 8208 – Prima Newark, Located at Cedar Boulevard and Cedar Court, in the City of Newark. Motion carried unanimously.

REVIEW AND CONSIDER APPROVAL OF PROPOSED REVISIONS TO POLICY NO. 2090, RESERVES, ALLOCATIONS, AND FUND BALANCE

This item was reviewed by the Legal/Community Affairs Committee. General Manager Eldredge stated in April 2018 the Board directed staff to explore options to increase the funding level for the Emergency Reserve. The proposed policy update was reviewed by the Board during the Budget Workshop in May 2019. Proposed revisions to Policy No. 2090 were included in the Board meeting packet. Staff recommended the Board Approve the Proposed Revisions to Policy No. 2090, Reserves, Allocations, and Fund Balance.

It was moved by Vice President Fernandez, seconded by Director Kite, to Approve Policy No. 2090, Reserves, Allocations, and Fund Balance. Motion carried unanimously.

PROPOSED OPERATING AND CIP BUDGET FOR FISCAL YEAR 2020

This item was reviewed by the Budget and Finance Committee. Business Services Coach Brenner stated the proposed operating and CIP budget for Fiscal Year 2020 was presented at the Budget workshop held on May 20, 2019. A summary of changes made to the proposed budget since the workshop was included in the Board meeting packet. Staff will present the Fiscal Year 2020 Operating and CIP Budget for Board consideration and adoption at the June 24, 2019, Board meeting.

The Fiscal Year 2020 Budget Summary reflects:

- An increase in Total Revenues of 1.8%
- An increase in Total Expenditures of 29.4% (includes the CIP budget)
- An increase in the Operating Budget of 9.5%

Changes of note since the May 20, 2019, Budget workshop included the following:

- Changes to the Special Projects listing and budgeted values (addition of Capacity Fee Study and Cost of Service Analysis project and changes to budgeted values)
- Changes to the Reserves (increase to the Emergency Reserve Fund and addition of the new Industrial Customer Stabilization Reserve Fund)
- Updated Salaries and Benefits costs associated with Unclassified merit increase

INFORMATION ITEMS:

Check Register:

There were no questions regarding the Check Register.

COMMITTEE MEETING REPORTS:

The Budget & Finance and Legal/Community Affairs Committees met. Secretary Toy attended the Legal/Community Affairs Committee on behalf of Director Handley.

GENERAL MANAGER'S REPORT:

General Manager Eldredge reported the following:

- The Plant Master Plan Financial Planning Workshop will be held in the Alvarado Conference Room at 6:00 p.m. on Wednesday, June 5, 2019.
- President Lathi requested General Manager Eldredge share additional information regarding alkaline hydrolysis.
 - General Manager Eldredge summarized the discussion that occurred at the May 13, 2019, Board meeting regarding liquified cremation. Staff has since researched the process and discovered that no one in the District's service area is currently using or proposing to use this process. Should a proposal arise, Staff would work to develop appropriate procedures. There is no concern of the Plant's ability to handle the process and the process poses no harm to the public or staff. There is no regulatory reason to prohibit alkaline hydrolysis as it is already permitted across the county. Staff will be discussing a proactive approach to this subject and will consider dialog with local veterinary clinics and funeral homes to request notification if this process becomes a viable option for their business.

OTHER BUSINESS:

General Manager Eldredge stated staff recommended the Board consider combining the Written and Oral Communications sections on the Board agenda. It is not typical to have a

separate written comment section. President Lathi, Secretary Toy, and Director Kite opposed this option and stated their preference to continue the current practice of having Written Communications appear on the Board agenda. General Manager Eldredge also expressed staff's recommendation to change Oral Communications to Public Comment and move the box from the end of the agenda to a placement adjacent to the Public Comment section. Boardmembers unanimously agree to this recommendation.

ADJOURNMENT:

The meeting was adjourned at 7:45 p.m. to a Board Workshop in the Alvarado Conference Room on Wednesday, June 5, 2019, at 6:00 p.m.

The Board will then adjourn to the next Regular Meeting in the Boardroom on Monday, June 24, 2019, at 7:00 p.m.

SUBMITTED:

ATTEST:

DANIELLE LEMOS
ADMINISTRATIVE SPECIALIST

JENNIFER TOY
SECRETARY

APPROVED:

ANJALI LATHI
PRESIDENT

Adopted this 24th day of June 2019

**MINUTES OF THE SPECIAL MEETING OF THE
BOARD OF DIRECTORS OF
UNION SANITARY DISTRICT
June 5, 2019**

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/District Engineer
Armando Lopez, Treatment and Disposal Services Manager
Tim Grillo, Research and Support Team Coach
Ric Pipkin, Treatment and Disposal Services Coach
Laurie Brenner, Business Services Coach
Randy Musgraves
Michelle Powell, Communications and Intergovernmental Relations Coordinator
Regina McEvoy, Executive Assistant to the General Manager/Board Clerk

PUBLIC COMMENT

There was no public comment.

BOARD WORKSHOP

General Manager Eldredge presented the following information with regard to the District's Plant Master Plan Financial Planning efforts:

- Development of the District's Fiscal Model
- Financing alternatives
- Bond funding
- State Revolving Fund (SRF) Loans
- Cost of Service Analysis (COSA)
- Associated public outreach

The Board directed staff to:

- Proceed with planning to fund the project through bonds while continuing to explore alternate funding options.
- Begin development of a new COSA with possible Board consideration by May 2020.
- Modify the District's public outreach efforts by:
 - Shifting away from environmental tips to focusing on regional concerns such as, but not limited to, the health of the San Francisco Bay and sea level rise.
 - Developing a revised public outreach program by March 2020.

ADJOURNMENT:

The special meeting was adjourned at approximately 7:45 p.m. to the next Regular Meeting in the Boardroom on Monday, June 10, 2019, at 7:00 p.m.

SUBMITTED:

ATTEST:

REGINA McEVOY
BOARD CLERK

JENNIFER TOY
SECRETARY

APPROVED:

ANJALI LATHI
PRESIDENT

Adopted this 24th day of June, 2019

**MINUTES OF THE MEETING OF THE
BOARD OF DIRECTORS OF
UNION SANITARY DISTRICT
June 10, 2019**

CALL TO ORDER

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

SALUTE TO THE FLAG

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
Sami Ghossain, Technical Services Manager
Robert Simonich, Fabrication, Maintenance, and Construction Manager
James Schofield, Collection Services Manager
Laurie Brenner, Business Services Coach
Michelle Powell, Communications and Intergovernmental Relations Coordinator
Regina McEvoy, Executive Assistant to the General Manager/Board Clerk

VISITORS: Roelle Balan, Tri-City Voice Newspaper

APRIL 2019 MONTHLY OPERATIONS REPORT

This item was reviewed by the Legal/Community Affairs and Budget and Finance Committees. General Manager Eldredge provided an overview of the Odor Report and Work Group reports. Business Services Coach Brenner reviewed the Financial Reports.

WRITTEN COMMUNICATIONS

There were no written communications.

ORAL COMMUNICATIONS

There were no oral communications.

CONSIDER A MOTION TO CANCEL THE JULY 8, NOVEMBER 25, AND DECEMBER 23, 2019 BOARD OF DIRECTORS MEETINGS

Executive Assistant to the General Manager/Board Clerk McEvoy stated the July 8, November 25, and December 23 Board meetings would all be impacted by holidays and presented options for the Board to consider. Staff recommended the Board consider a motion to cancel the July 8, November 25, and December 23 Board of Directors meetings.

It was moved by Director Kite, seconded by Secretary Toy, to:

- Cancel the July 8, 2019, Board Meeting; and
- Cancel the November 25, 2019, Board Meeting and schedule a Special Board Meeting for November 18, 2019, and Authorized Staff to Cancel the November 18, 2019 Special Board Meeting if there are no items to be considered; and
- Cancel the December 23, 2019, Board Meeting.

Motion carried unanimously.

CONSIDER A RESOLUTION TO ACCEPT A SANITARY SEWER EASEMENT FOR TRACT 8324 – STEVENSON PLACE, LOCATED AT STEVENSON PLACE AND STEVENSON BOULEVARD, IN THE CITY OF FREMONT

This item was reviewed by the Legal/Community Affairs Committee. Technical Services Manager Ghossain stated Robson Homes, LLC, will construct townhomes for Tract 8324 located at Stevenson Place and Stevenson Boulevard in Fremont. The roadways of the development have been designated as private streets by the City of Fremont. Robson Homes, LLC, constructed the new sewer mains and granted the District sanitary sewer easements that provide for access, maintenance, and service of the new mains in private roadways. Staff recommended the Board consider a resolution to accept a sanitary sewer easement for Tract 8324 – Stevenson Place, located at Stevenson Place and Stevenson Boulevard in the City of Fremont.

It was moved by Vice President Fernandez, seconded by Director Handley, to Adopt Resolution No. 2862 to Accept a Sanitary Sewer Easement for Tract 8324 – Stevenson Place and Stevenson Boulevard in the City of Fremont, California. Motion carried unanimously.

SCHEDULE A PUBLIC HEARING TO ADOPT ORDINANCE NO. 36.04, SEWER USE ORDINANCE, AND TO REPEAL ORDINANCE NO. 36.03

This item was removed from the agenda and will be considered at a future Board meeting.

RECEIVE POTENTIAL CONTENT TOPICS FOR THE DISTRICT'S AUTUMN 2019 NEWSLETTER

Communications and Intergovernmental Relations Coordinator Powell presented potential content topics for the Autumn 2019 newsletter for the Board's consideration.

The Board directed staff to proceed with the proposed content topics for the Autumn 2019 newsletter.

INFORMATION ITEMS:

Legislative Update on State and National Issues of Interest to the Board

This item was reviewed by the Legislative Committee. General Manager Eldredge provided an overview of the legislative update included in the Board meeting packet.

Report on the East Bay Dischargers Authority (EBDA) Meeting of May 16, 2019

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

Check Register

Staff responded to Boardmember questions regarding the Check Register.

COMMITTEE MEETING REPORTS:

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

GENERAL MANAGER'S REPORT:

General Manager Eldredge stated he had nothing additional to report.

OTHER BUSINESS:

There was no other business.

ADJOURNMENT:

The meeting was adjourned at 7:30 p.m. to the next Regular Meeting in the Boardroom on Monday, June 24, 2019, at 7:00 p.m.

SUBMITTED:

ATTEST:

REGINA McEVOY
BOARD CLERK

JENNIFER TOY
SECRETARY

APPROVED:

ANJALI LATHI

PRESIDENT

Adopted this 24th day of June 2019



Directors
Manny Fernandez
Tom Handley
Pat Kite
Anjali Lathi
Jennifer Toy

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

Karen W. Murphy
Attorney

**JUNE 24, 2019
BOARD OF DIRECTORS MEETING
AGENDA ITEM # 7**

TITLE: Monthly Operations Report for May 2019 (*This is an Information Item*)

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

Recommendation

Information only.

Previous Board Action

None

Background

Attached are Monthly Operations Reports for May 2019. 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 May 2019, there were two odor complaints received by the Collection System.

SAFETY

- We had 2 employees with minor injuries. Both declined medical treatment and have had no further action.
- We had inspection of our underground storage tanks by Union City Environmental Staff. No problems.

STAFFING & PERSONNEL:**Completed Recruitments:**

- Accounting Technician I/II (replacement for Sharon West – retirement) –Nina Narvaez– Promotion (effective 5/25/19)
- Administrative Specialist I – FAST (replacement for Nina Narvaez – promotion) – Ariel Teixeira – lateral transfer (effective 6/3/19)
- Collection System Worker I (replacement for Kevin Coffee – promotion) – Anthony Martinez (DOH 5/6/19)

Open Recruitments:

- Buyer I/II (replacement for Kim Truong – resignation)
- Administrative Specialist I – EC (replacement for Ariel Teixeira – lateral transfer effective 6/3/19)
- Administrative Specialist I – CIP (replacement for Danielle Lemos – resignation effective 8/2/19). Offer made pending background check 5/31/19.

Separations:

- Kim Truong, Buyer II, - resignation. Last day was 5/24/19.

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

- Attended the East Bay Dischargers Authority (EBDA) Managers Advisory Committee (MAC) meeting
- Attended the EBDA Meeting
- Participated in USD's EBDA JPA Ad Hoc Meetings
- Attended an EBDA MAC JPA Discussion Meeting
- Attended the Certificates of Merit Awards Ceremony
- Attended the Plant Master Plan #3 Board Workshop
- Attended the Board Budget Workshop
- Attended the Board Closed Session
- Attended the EBDA meeting with District Counsel representatives

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 May 2019

During the recording period from May 01, 2019 through May 31, 2019, there were two odor related service requests received by the District.

City: Fremont

1. Complaint Details:

Date: 5/10/2019

Location: INDUSTRIAL PL

Wind (from): North West

Temperature: 73 Degrees F

Time: 1:30 pm

Reported By: Mike O'Neal

Wind Speed: 9 mph

Weather: Sunny

Response and Follow-up:

We inspected manholes, mains and storm drain inlets in the immediate area. We did find sewer odor coming from a manhole. We put de-odorizer pellets in the manhole for the odor. We informed the reporting party what we did and reminded him manhole filters have been ordered.

City: Union City

2. Complaint Details:

Date: 5/3/2019

Location: REGENTS BL

Wind (from): North West

Temperature: 68 Degrees F

Time: 3:47 pm

Reported By: Sriram

Wind Speed: 16 mph

Weather: Sunny

Response and Follow-up:

We inspected the sewer mains, storm lines and entire Mariner Park area. We used the gas detector and found readings to be normal. No odor was found. We informed the reporting party of the actions we took and our findings. We told them to call us back should the odor return.



Legend

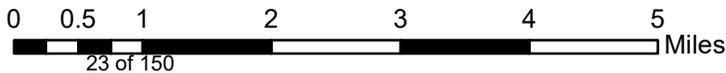
Odor Complaints: May 2019

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

Odor Complaints: Jun. 2018 to Apr. 2019

- ★ Odor found, USD resolved (5)
- Odor found, not related to USD (5)
- ▲ No odor found (11)

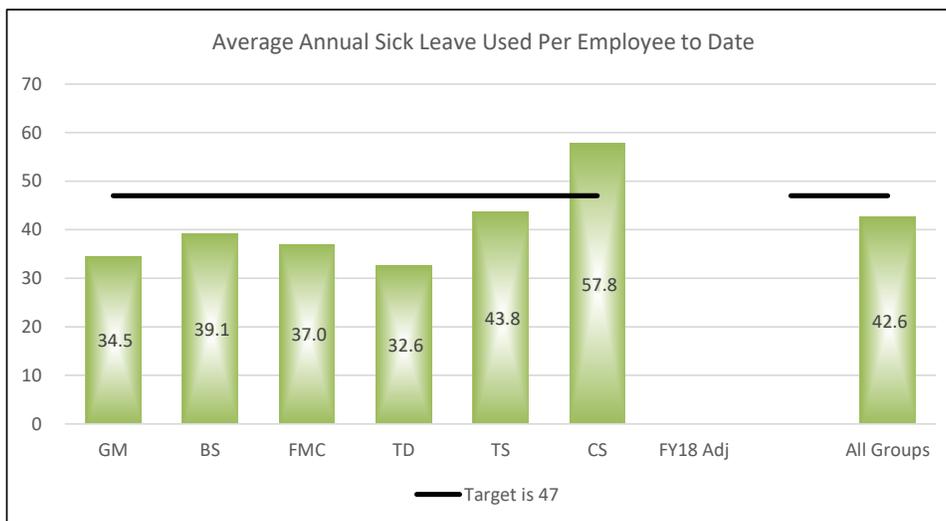
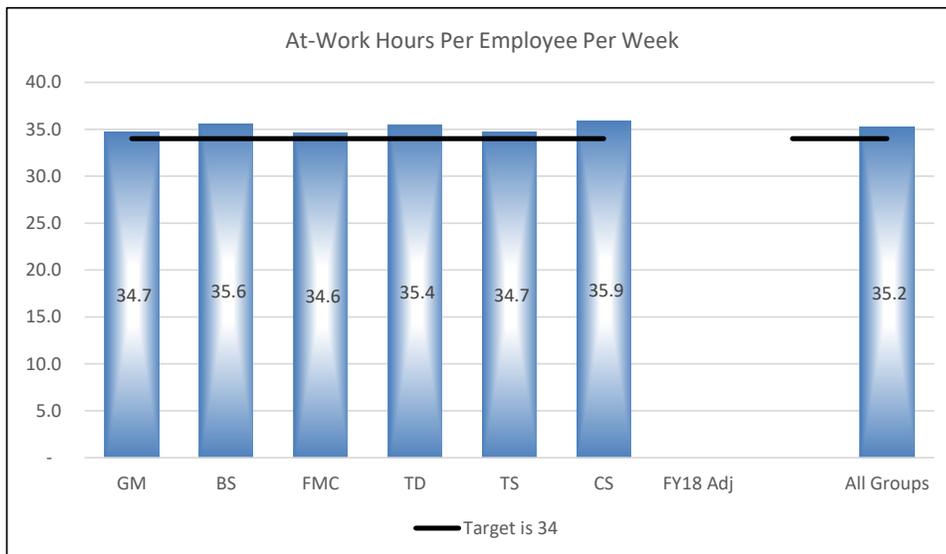
**Location of Odor Reports
June 2018 to May 2019**



HOURS WORKED AND LEAVE TIME BY WORK GROUP

June 28, 2018 through May 29, 2019

Weeks to Date: 48 out of 52 (92.31%)



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 May 29, 2019

Weeks to Date: 48 out of 52 (92.31%)

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	FY18		
		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	3,283.00	41.83	34.7	488.00	-	-	69.00	34.5	2	35.9	18.5
BS	16	27,167.00	90.75	35.6	3,313.01	9.00	-	626.16	39.1	20	35.4	41.0
FMC	28	45,684.75	674.87	34.6	6,453.39	262.29	48.50	1,036.07	37.0	23	34.2	43.9
TD	26	43,525.64	532.60	35.4	5,660.96	12.38	-	848.87	32.6	26	35.4	61.5
TS	32	52,961.72	190.38	34.7	6,821.63	32.20	-	1,400.46	43.8	31	35.4	48.7
CS	30	48,986.37	2,572.21	35.9	7,169.99	410.37	42.00	1,733.77	57.8	31	35.2	56.0
All Groups	134	221,610.98	4,102.64	35.2	29,906.98	726.24	90.50	5,711.83	42.6	133	35.1	50.5

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 5/31/2019

92% of year elapsed

Revenues	Budget	Actual	% of Budget Rec'd	Audited Last Year Actuals 6/30/18
Capacity Fees	\$ 16,211,521	\$ 15,116,534	93%	\$ 23,623,947
Sewer Service Charges	57,016,142	54,517,458	96%	54,260,096
Operating (Work Groups)	1,326,550	1,137,748	86%	1,532,508
Interest	650,000	2,477,048	381%	1,436,168
Misc. (LAVWMA, Forfeited Deposits)	250,000	955,054	382%	99,362
Subtotal Revenues	\$ 75,454,213	\$ 74,203,844	98%	\$ 80,952,081
SRF Loan Proceeds	-	-		456,642
Total Revenues + SRF Proceeds	\$ 75,454,213	\$ 74,203,844	98%	\$ 81,408,723
Expenses	Budget	Actual	% of Budget Used	Last Year Actuals
Capital Improvement Program:				
Capacity Proj.	\$ 3,150,000	\$ 1,782,903	57%	\$ 2,555,801
Renewal & Repl. Proj.	6,142,500	4,285,065	70%	5,149,632
Operating (includes fund 85)	39,169,656	33,072,569	84%	38,751,654
Special Projects	1,410,000	648,277	46%	914,943
Retiree Medical (ADC)	626,089	996,841	159%	514,807
Vehicle & Equipment	660,201	725,877	110%	552,020
Information Systems	712,300	517,694	73%	154,654
Plant & Pump Stat. R&R	500,000	250,515	50%	219,622
Emerg. Fund	-	-	0%	-
Cty Fee for SSC Admin.	107,000	108,344	101%	107,581
Debt Servicing:				
SRF Loans	3,902,080	3,902,110	100%	4,282,954
Total Expenses	\$ 56,379,826	\$ 46,290,195	82%	\$ 53,203,669
Total Revenue & Proceeds less Expenses	\$ 19,074,387	\$ 27,913,649		28,205,054

Operating (Work Group) Expenses

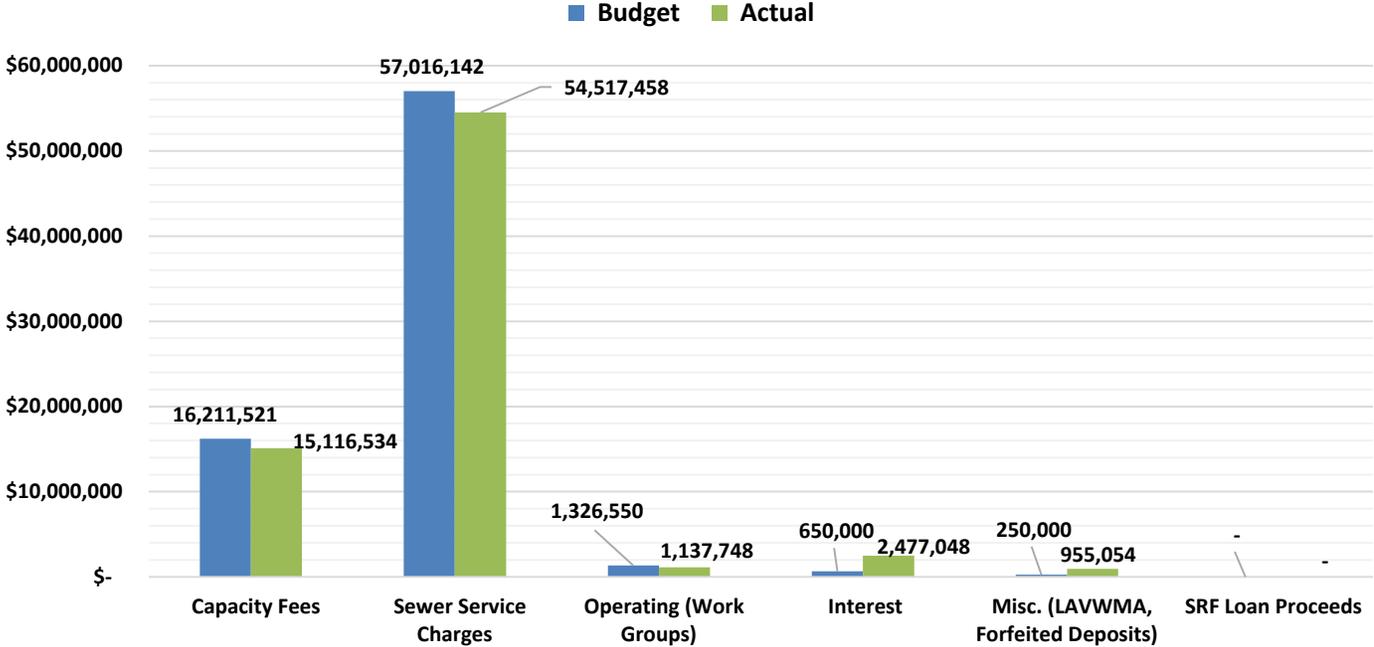
	Budget	Actual	% of Budget Used	Audited Last Year Actuals
Board of Directors	\$ 179,111	\$ 122,580	68%	\$ 138,798
General Manager/Admin.	1,043,506	696,808	67%	817,042
Business Services	3,762,036	2,942,199	78%	5,039,969
Collection Services	6,888,191	5,979,965	87%	7,208,772
Technical Services	6,354,451	5,531,452	87%	6,690,818
Treatment & Disposal Services	12,025,839	9,903,923	82%	11,569,991
Fabrication, Maint. & Construction	8,264,514	7,360,545	89%	6,753,251
Non-Departmental	652,008	535,097	82%	530,937
Total	\$ 39,169,656	\$ 33,072,569	84%	\$ 38,749,578

Operating (Work Group) Expenses by Type

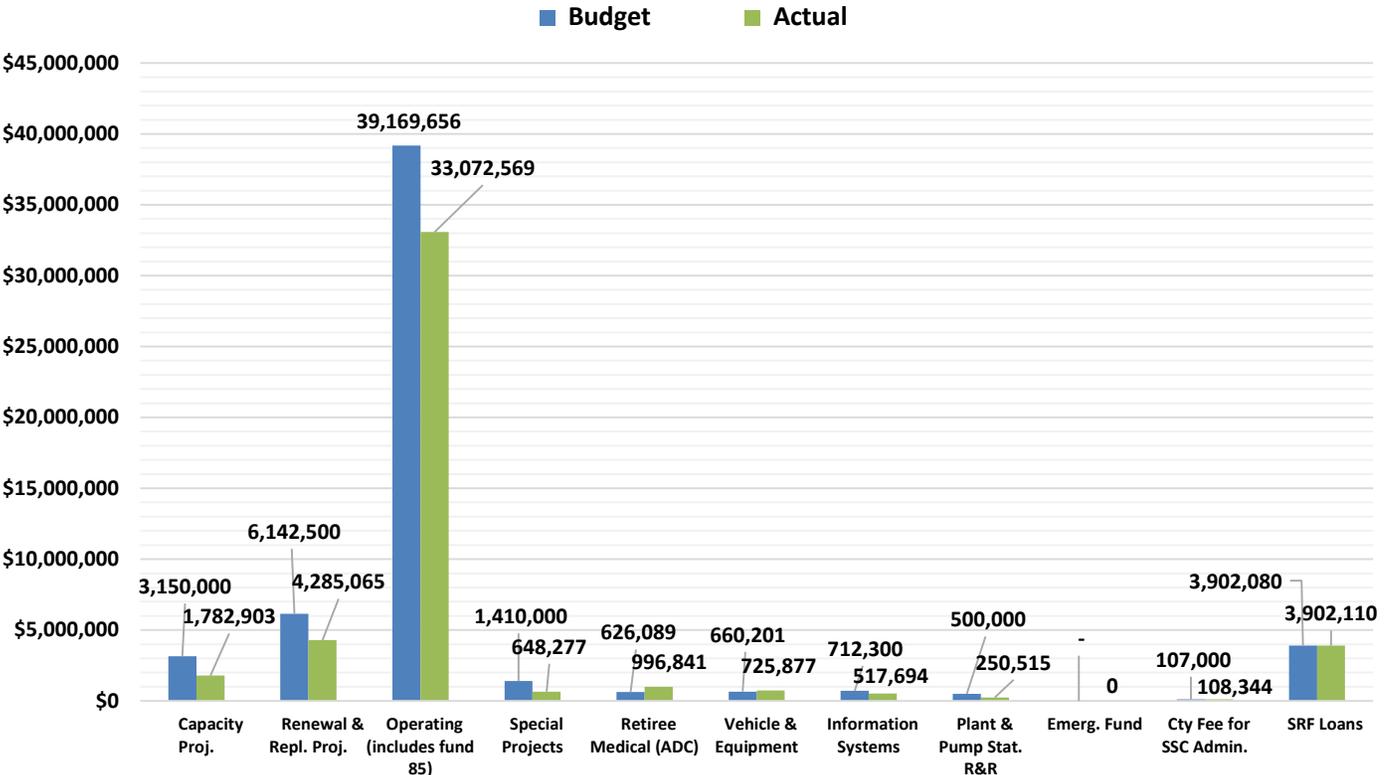
	Budget	Actual	% of Budget Used	Last Year Actuals
Personnel (incl D&E)	\$ 26,616,585	\$ 23,244,581	87%	\$ 28,073,162
Repairs & Maintenance	2,256,450	1,984,735	88%	2,166,967
Supplies & Matls (chemicals, small tools)	3,185,240	2,417,961	76%	2,398,715
Outside Services (utilities, biosolids, legal)	6,766,691	5,346,530	79%	5,942,890
Fixed Assets	344,690	78,762	23%	167,845
Total	\$ 39,169,656	\$ 33,072,569	84%	\$ 38,749,578

REVENUES AND EXPENSES REPORT
as of 5/31/19

Total Revenues

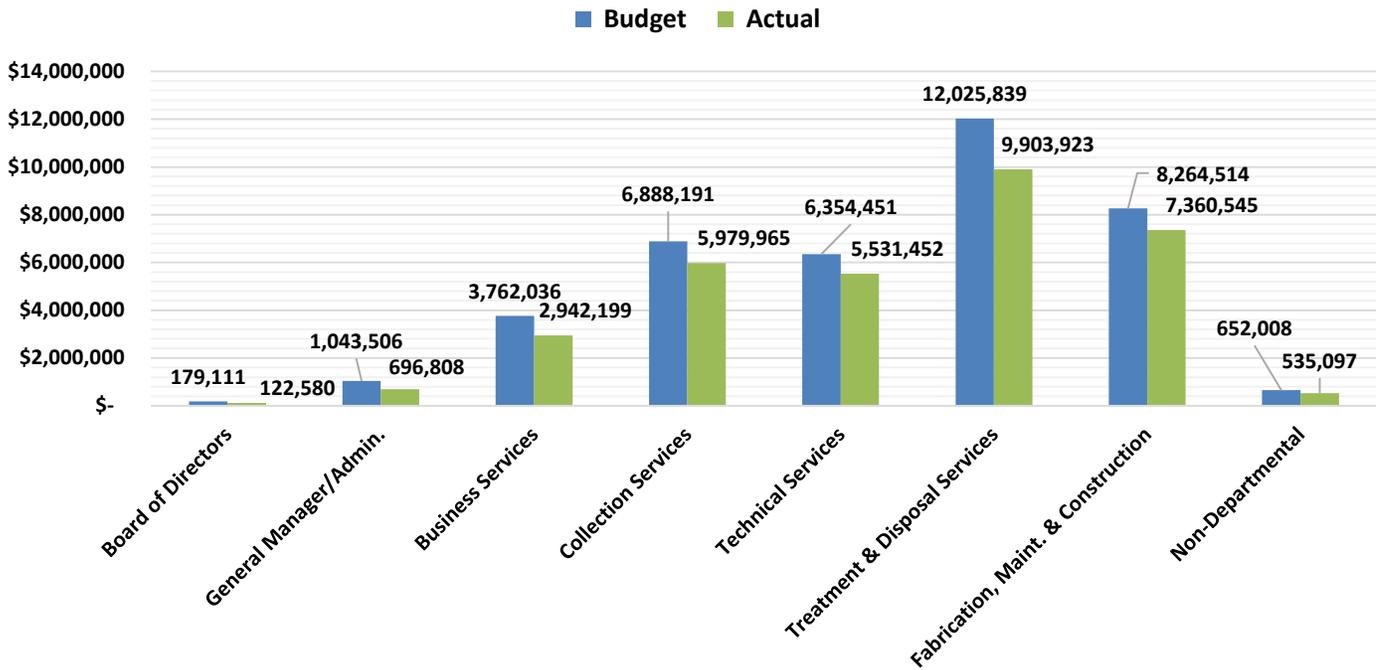


Total Expenses

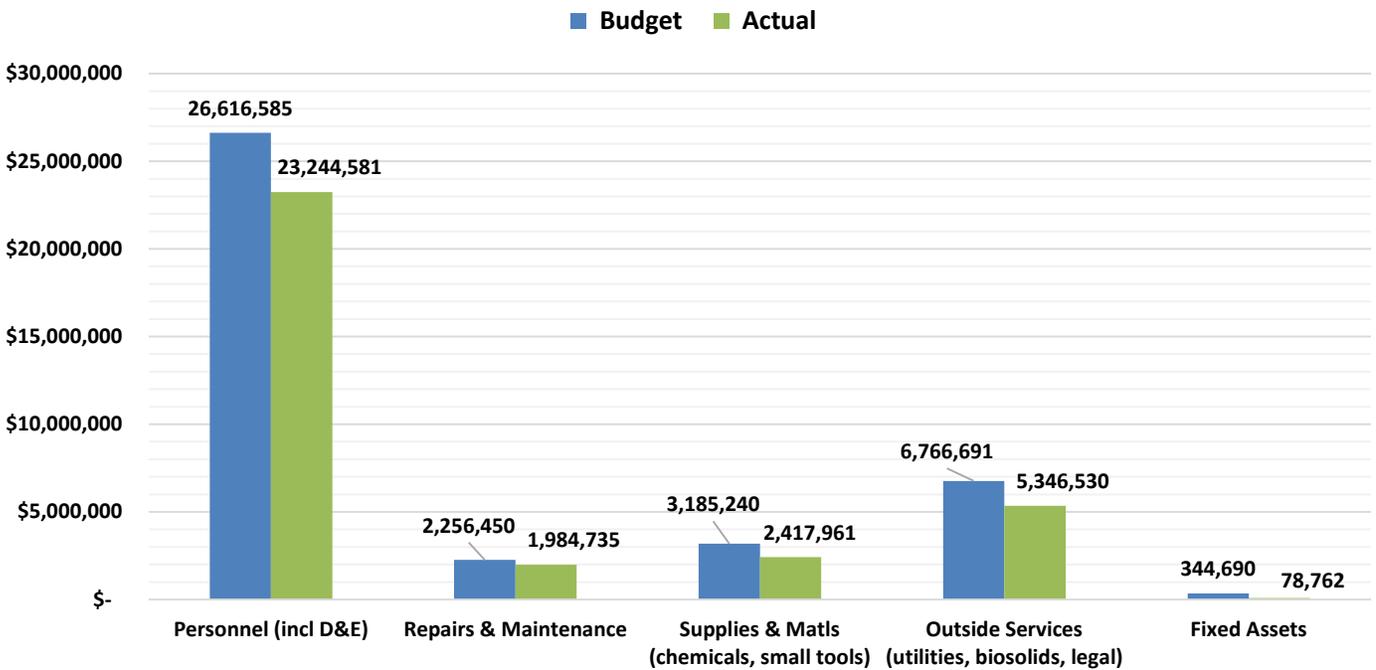


REVENUES AND EXPENSES REPORT
as of 5/31/19

Operating Expenses by Work Group



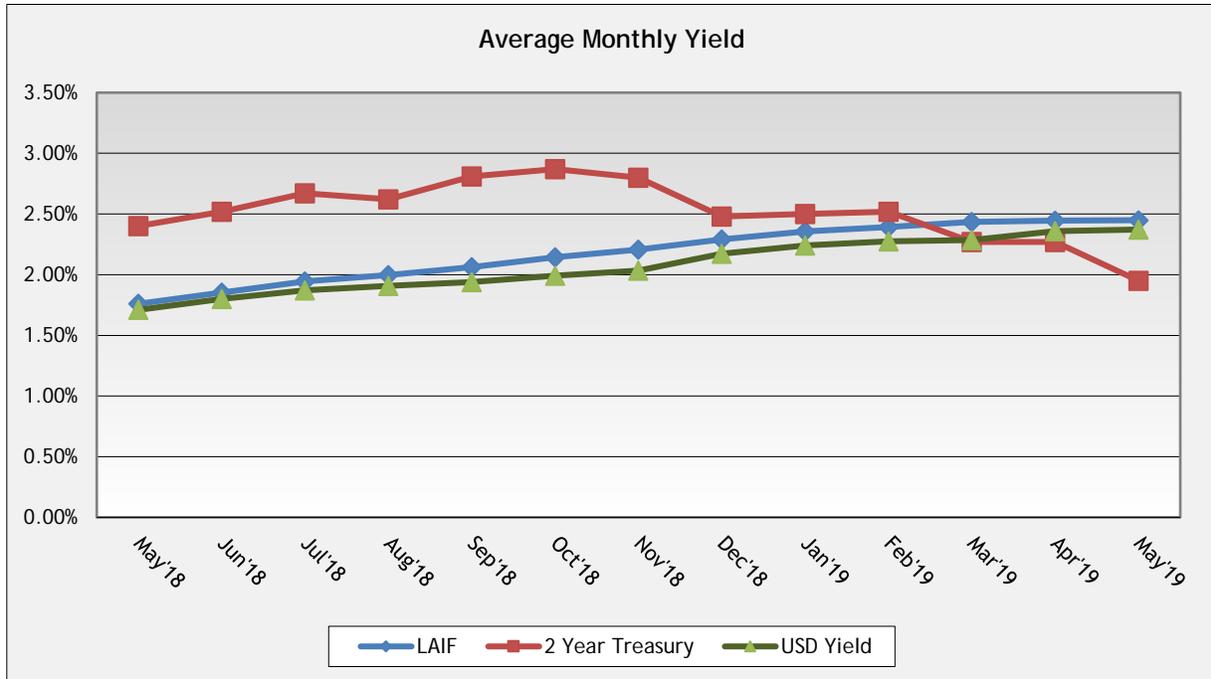
Operating Expenses by Type



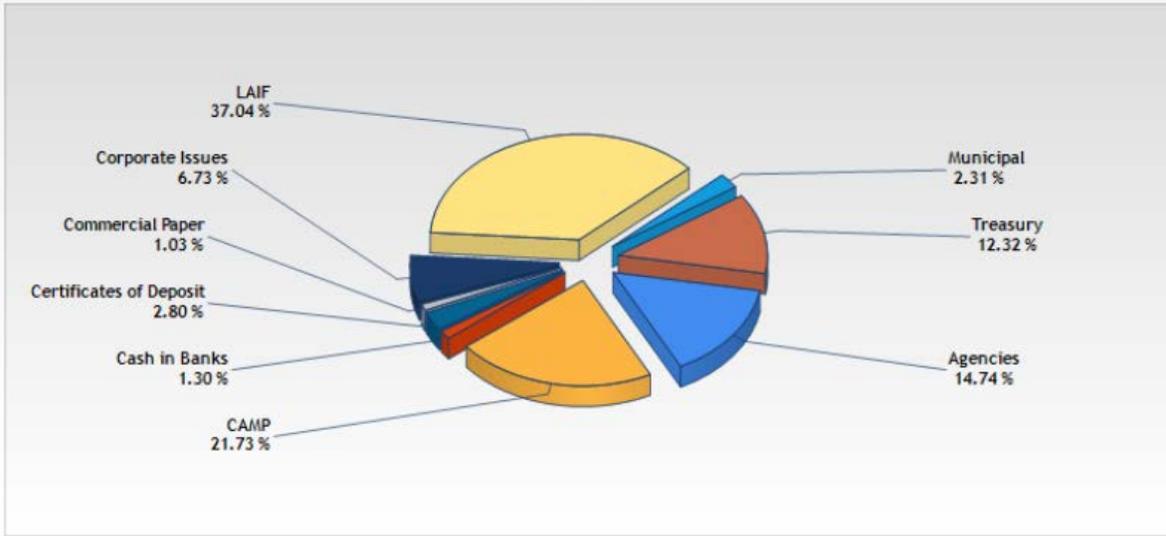
**Business Services Group
May 2019**

- Recruitment for Collection System Worker I was completed; Anthony Martinez was hired on 5/6/2019.

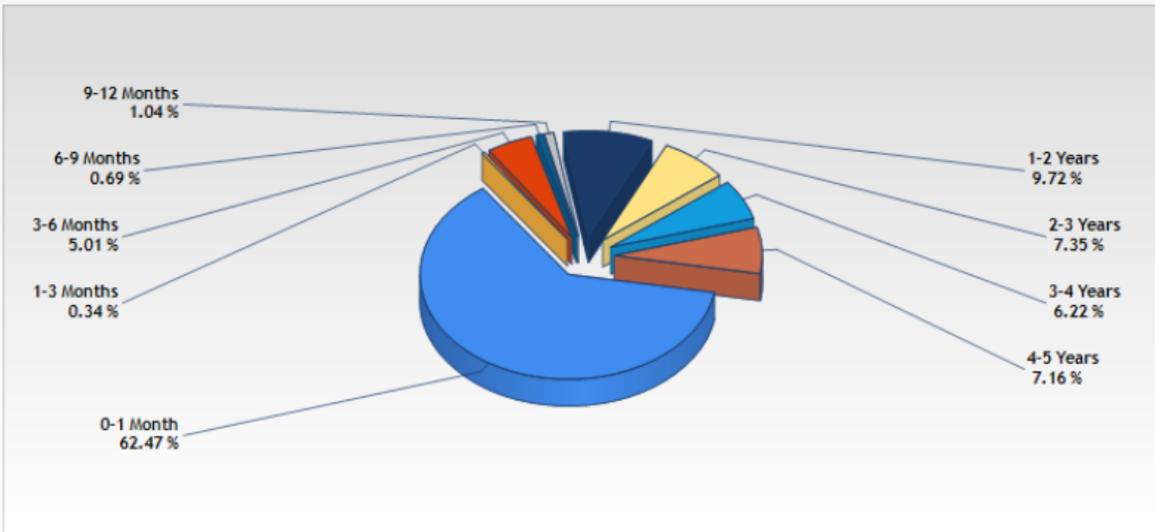
Performance Measures for the USD Investment Portfolio



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	90,208,007.17	2.437	90,209,345.27	1	62.47	90,206,806.27	90,207,444.87	0.00
1-3 Months	498,000.00	1.125	498,000.00	48	0.34	497,120.28	498,000.00	0.13
3-6 Months	7,238,000.00	2.359	7,231,197.40	131	5.01	7,211,050.02	7,227,330.86	0.36
6-9 Months	1,000,000.00	1.500	1,000,000.00	213	0.69	994,450.00	1,000,000.00	0.58
9-12 Months	1,498,000.00	1.627	1,498,000.00	319	1.04	1,487,836.49	1,498,000.00	0.87
1-2 Years	13,850,000.00	2.133	14,041,353.56	638	9.72	13,861,595.29	13,906,869.42	1.71
2-3 Years	10,613,000.00	2.177	10,608,688.74	947	7.35	10,618,652.37	10,607,635.63	2.52
3-4 Years	9,145,000.00	2.512	8,981,124.64	1,281	6.22	9,132,483.45	8,989,536.81	3.39
4-5 Years	10,620,000.00	2.460	10,340,945.63	1,605	7.16	10,548,932.90	10,352,666.90	4.21
TOTAL / AVERAGE	144,670,007.17	2.372	144,408,655.24	339	100	144,558,927.07	144,287,484.49	0.90

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 5/31/2019

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 1.3 11/25/2019-16	3133EGBK0	Moodys-Aaa	5/25/2016	1,000,000.00	997,950.00	1.300	995,410.00	1.360		11/25/2019	0.69
FFCB 1.35 6/24/2019	3133EEZ60	Moodys-Aaa	5/24/2017	1,000,000.00	1,003,480.00	1.350	999,490.00	1.180		6/24/2019	0.69
FFCB 1.59 3/23/2020-17	3133EFR25	Moodys-Aaa	3/23/2016	1,000,000.00	1,000,000.00	1.590	993,830.00	1.590		3/23/2020	0.69
FFCB 1.7 5/3/2021-17	3133EF5T0	Moodys-Aaa	5/3/2016	1,000,000.00	1,000,000.00	1.700	994,420.00	1.700		5/3/2021	0.69
FHLB 0 6/7/2019	313384GP8	None	5/15/2019	450,000.00	449,315.75	0.000	449,883.00	2.384		6/7/2019	0.31
FHLB 0 6/7/2019	313384GP8	None	5/16/2019	1,015,000.00	1,013,542.35	0.000	1,014,736.10	2.353		6/7/2019	0.70
FHLB 1.93 12/21/2020-17	3130AADQ8	None	12/21/2016	1,000,000.00	1,000,000.00	1.930	994,520.00	1.930		12/21/2020	0.69
FHLB 2 10/26/2021-19	3130AB3D6	None	4/26/2017	1,000,000.00	1,000,000.00	2.000	996,090.00	2.000		10/26/2021	0.69
FHLB 2.05 12/29/2021-17	3130AAET1	Moodys-Aaa	12/29/2016	1,000,000.00	1,000,000.00	2.050	1,000,000.00	2.050	6/29/2019	12/29/2021	0.69
FHLB 2.4 12/22/2021-17	3130AAHC5	None	12/22/2016	1,000,000.00	1,000,000.00	2.400	1,000,010.00	2.400		12/22/2021	0.69
FHLB 2.85 3/27/2024	3130AG5B7	Moodys-Aaa	4/26/2019	330,000.00	330,000.00	2.850	330,336.60	2.850		3/27/2024	0.23
FHLB Step 4/28/2021-16	3130A7PR0	Moodys-Aaa	4/28/2016	1,000,000.00	1,000,000.00	2.000	1,000,120.00	2.114	7/28/2019	4/28/2021	0.69
FHLB Step 4/28/2021-16	3130A7QX6	Moodys-Aaa	4/28/2016	1,000,000.00	1,000,000.00	1.750	998,480.00	2.021		4/28/2021	0.69
FHLMC 1.25 10/28/2019-17	3134G8XQ7	Moodys-Aaa	4/28/2016	1,000,000.00	1,000,000.00	1.250	995,510.00	1.250		10/28/2019	0.69
FHLMC 1.4 6/14/2019-17	3134GBRH7	Moodys-Aaa	6/14/2017	1,000,000.00	1,000,000.00	1.400	999,690.00	1.400		6/14/2019	0.69
FHLMC 1.5 12/30/2019-17	3134GAYY4	S&P-AA+	12/30/2016	1,000,000.00	1,000,000.00	1.500	994,450.00	1.500	6/30/2019	12/30/2019	0.69
FHLMC 1.5 9/9/2019-18	3134GA7A6	Moodys-Aaa	5/10/2017	1,000,000.00	1,000,000.00	1.500	997,550.00	1.500		9/9/2019	0.69
FHLMC 2 12/30/2021-17	3134GAYV0	None	12/30/2016	1,000,000.00	1,000,000.00	2.000	998,630.00	2.000	6/30/2019	12/30/2021	0.69

Description	CUSIP/Ticker	Credit Rating 1	Settlement Date	Face Amount/Shares	Cost Value	Coupon Rate	Market Value	YTM @ Cost	Next Call Date	Maturity Date	% of Portfolio
FHLMC Step 4/28/2021-16	3134G8VZ9	Moody's-Aaa	4/28/2016	2,500,000.00	2,500,000.00	1.500	2,491,850.00	2.116		4/28/2021	1.73
FHLMC Step 4/28/2021-16	3134G8Z28	Moody's-Aaa	5/10/2016	1,000,000.00	999,500.00	1.500	998,200.00	2.044	7/28/2019	4/28/2021	0.69
FNMA 1.5 6/16/2021-16	3136G3QX6	Moody's-Aaa	6/16/2016	1,000,000.00	995,000.00	1.500	985,590.00	1.604	6/16/2019	6/16/2021	0.69
Sub Total / Average Agencies				21,295,000.00	21,288,788.10	1.569	21,228,795.70	1.847			14.74
CAMP											
CAMP LGIP	LGIP4000	None	5/31/2011	31,377,906.71	31,377,906.71	2.520	31,377,906.71	2.520	N/A	N/A	21.73
Sub Total / Average CAMP				31,377,906.71	31,377,906.71	2.520	31,377,906.71	2.520			21.73
Cash in Banks											
Union Bank Cash	LGIPUNIONBANK	None	12/31/2016	1,877,077.51	1,877,077.51	2.010	1,877,077.51	2.010	N/A	N/A	1.30
Sub Total / Average Cash in Banks				1,877,077.51	1,877,077.51	2.010	1,877,077.51	2.010			1.30
Certificates of Deposit											
Ally Bank 1.35 10/28/2019	02006LQ48	None	10/27/2016	248,000.00	248,000.00	1.350	246,800.37	1.350		10/28/2019	0.17
American Expr Centurion 2.45 4/5/2022	02587DN38	None	4/5/2017	247,000.00	247,000.00	2.450	250,600.07	2.450		4/5/2022	0.17
Belmont Savings Bank 2.15 3/22/2022	080515BV0	None	3/20/2017	248,000.00	248,000.00	2.150	249,470.89	2.150		3/22/2022	0.17
BMW Bank 2.15 3/10/2022	05580AGR9	None	3/10/2017	247,000.00	247,000.00	2.150	248,449.35	2.150		3/10/2022	0.17
Capital One Bank 1.5 10/26/2020	140420L99	None	10/26/2016	248,000.00	248,000.00	1.500	245,097.71	1.500		10/26/2020	0.17
Credit Agricole CIB NY 2.83 4/2/2021	22535CDU2	None	4/4/2019	575,000.00	575,000.00	2.830	582,797.17	2.830		4/2/2021	0.40
Discover Bank 2.25 12/29/2021	254672Y36	None	12/29/2016	247,000.00	247,000.00	2.250	248,860.80	2.250		12/29/2021	0.17
JP Morgan Chase Bank 1.1 7/15/2019	48125Y5L4	None	7/15/2016	249,000.00	249,000.00	1.100	248,583.12	1.100		7/15/2019	0.17
Lakeside Bank 1.75 5/29/2020	51210SMU8	None	5/30/2017	249,000.00	249,000.00	1.750	247,127.42	1.750		5/29/2020	0.17
Landmark Bank 2.1 3/29/2021-17	51506VCA9	None	3/29/2017	248,000.00	248,000.00	2.100	247,903.92	2.100	6/27/2019	3/29/2021	0.17
Ponce De Leon Federal Bank 1.85 5/28/2021	732333AJ8	None	5/31/2017	249,000.00	249,000.00	1.850	248,088.09	1.850		5/28/2021	0.17
	8562846A7	None	1/26/2017	247,000.00	247,000.00	2.250	248,951.67	2.250		1/26/2022	0.17

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
State Bank of India 2.25 1/26/2022											
Summit Community Bank 1.65 5/29/2020	86604XLT1	None	5/31/2017	249,000.00	249,000.00	1.650	246,879.07	1.650		5/29/2020	0.17
Synchrony Bank 2.3 2/24/2022	87165ELT2	None	2/28/2017	247,000.00	247,000.00	2.300	249,380.09	2.300		2/24/2022	0.17
Wells Fargo Bank 1.15 7/22/2019	9497486R3	None	7/20/2016	249,000.00	249,000.00	1.150	248,537.16	1.150		7/22/2019	0.17
Sub Total / Average Certificates of Deposit				4,047,000.00	4,047,000.00	1.994	4,057,526.90	1.994			2.80
Commercial Paper											
MUFG BANK LTD/NY 2.59 9/19/2019	62479MWK5	Moody's-P1	3/25/2019	1,500,000.00	1,480,790.83	2.590	1,488,529.95	5.276		9/19/2019	1.03
Sub Total / Average Commercial Paper				1,500,000.00	1,480,790.83	2.590	1,488,529.95	5.276			1.03
Corporate Issues											
Amazon.com Inc. 2.4 2/22/2023	023135AW6	Fitch-A+	4/15/2019	675,000.00	668,499.75	2.400	673,677.00	2.664		2/22/2023	0.46
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	1,003,990.00	2.406		3/3/2022	0.70
Bank of America Corp 4.1 7/24/2023	06053FAA7	Fitch-A	3/22/2019	500,000.00	520,405.00	4.100	524,320.00	3.087		7/24/2023	0.36
BB&T CORPORATION 3.05 6/20/2022	05531FBG7	Fitch-A+	3/22/2019	525,000.00	525,714.00	3.050	532,213.50	3.006		6/20/2022	0.36
Chevron Corp 2.1 5/16/2021	166764BG4	Moody's- Aa2	5/10/2017	1,000,000.00	999,500.00	2.100	997,380.00	2.113		5/16/2021	0.69
Chevron Corp 2.193 11/15/2019	166764AN0	Moody's- Aa2	2/26/2016	1,160,000.00	1,167,806.57	2.193	1,158,619.60	2.004		11/15/2019	0.81
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	989,960.00	1.738		11/15/2020	0.70
HSBC 4.875 8/24/2020	4042Q1AE7	Moody's-A1	5/17/2016	2,000,000.00	2,191,145.28	4.875	2,048,980.00	2.500		8/24/2020	1.52
JPMorgan Chase & Co 2.7 5/18/2023	46625HRL6	Fitch-A+	3/22/2019	525,000.00	517,970.25	2.700	523,377.75	3.045		5/18/2023	0.36
Paccar Financial Corp 2.65 5/10/2022	69371RP83	None	5/10/2019	580,000.00	579,686.80	2.650	585,568.00	2.669		5/10/2022	0.40
State Street Corp 1.95 5/19/2021	857477AV5	Fitch-AA-	3/22/2019	530,000.00	520,566.00	1.950	525,908.40	2.805		5/19/2021	0.36
Sub Total / Average Corporate Issues				9,495,000.00	9,715,215.60	3.029	9,563,994.25	2.437			6.73

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
LAIF											
LAIF LGIP	LGIP1002	None	4/30/2011	53,488,022.95	53,488,022.95	2.449	53,488,022.95	2.449	N/A	N/A	37.04
Sub Total / Average LAIF				53,488,022.95	53,488,022.95	2.449	53,488,022.95	2.449			37.04
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	497,890.00	2.125		6/1/2021	0.35
La Quinta Redev Agency 2.034 9/1/2019	50420BCH3	S&P-AA-	12/22/2016	1,330,000.00	1,336,650.00	2.034	1,328,630.10	1.843		9/1/2019	0.93
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	1,006,780.00	1.938		4/1/2022	0.70
Victor Valley College General Obligation Bond 2.35	92603PER9	Moody's-Aa2	12/28/2016	500,000.00	490,150.00	2.350	497,510.00	2.811		8/1/2021	0.34
Sub Total / Average Municipal				3,330,000.00	3,336,800.00	2.130	3,330,810.10	2.056			2.31
Treasury											
T-Note 1.25 7/31/2023	912828S92	Fitch-AAA	4/2/2019	1,790,000.00	1,712,806.25	1.250	1,741,616.30	2.302		7/31/2023	1.19
T-Note 1.375 6/30/2023	912828S35	Fitch-AAA	3/20/2019	2,000,000.00	1,914,609.38	1.375	1,956,400.00	2.431		6/30/2023	1.33
T-Note 1.375 9/30/2023	912828T26	Fitch-AAA	3/20/2019	2,000,000.00	1,909,531.25	1.375	1,953,200.00	2.436		9/30/2023	1.32
T-Note 1.5 3/31/2023	912828Q29	Fitch-AAA	3/20/2019	2,000,000.00	1,929,140.63	1.500	1,969,300.00	2.428		3/31/2023	1.34
T-Note 1.75 9/30/2022	912828L57	Fitch-AAA	3/20/2019	2,000,000.00	1,954,531.25	1.750	1,989,840.00	2.426		9/30/2022	1.35
T-Note 1.875 2/28/2022	912828W55	Fitch-AAA	4/2/2019	1,050,000.00	1,037,572.27	1.875	1,048,771.50	2.298		2/28/2022	0.72
T-Note 2.125 12/31/2022	912828N30	Fitch-AAA	3/20/2019	2,000,000.00	1,978,359.38	2.125	2,014,760.00	2.426		12/31/2022	1.37
T-Note 2.125 2/29/2024	912828W48	Fitch-AAA	3/20/2019	2,000,000.00	1,970,625.00	2.125	2,016,260.00	2.442		2/29/2024	1.36
T-Note 2.125 6/30/2022	912828XG0	Fitch-AAA	3/20/2019	1,420,000.00	1,406,909.38	2.125	1,429,315.20	2.418		6/30/2022	0.97
T-Note 2.25 12/31/2023	912828V23	Fitch-AAA	3/20/2019	2,000,000.00	1,982,968.75	2.250	2,026,800.00	2.439		12/31/2023	1.37
Sub Total / Average Treasury				18,260,000.00	17,797,053.54	1.770	18,146,263.00	2.411			12.32
Total / Average				144,670,007.17	144,408,655.24	2.266	144,558,927.07	2.372			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.

Reviewer:

Approver:
34 of 150

Union Sanitary District
 Transactions Summary
 Board Report - Activity
 Group By: Action
 Portfolio / Report Group: All Portfolios
 Begin Date: 04/30/2019, End Date: 05/31/2019

Description	CUSIP/Ticker	Face Amount/Shares	Principal	Interest/Dividends	Coupon Rate	YTM @ Cost	Settlement Date	Total
Buy								
FHLB 0 6/7/2019	313384GP8	1,015,000.00	1,013,542.35	0.00	0.000	2.353	5/16/2019	1,013,542.35
FHLB 0 6/7/2019	313384GP8	450,000.00	449,315.75	0.00	0.000	2.384	5/15/2019	449,315.75
Paccar Financial Corp 2.65 5/10/2022	69371RP83	580,000.00	579,686.80	0.00	2.650	2.669	5/10/2019	579,686.80
Sub Total / Average Buy		2,045,000.00	2,042,544.90	0.00				2,042,544.90
Deposit								
BNY Cash	LGIPBNY	18.93	18.93	0.00	N/A	0.000	5/1/2019	18.93
CAMP LGIP	LGIP4000	66,909.96	66,909.96	0.00	N/A	0.000	5/31/2019	66,909.96
Union Bank Cash	LGIPUNIONBANK	1,877,077.51	1,877,077.51	0.00	N/A	0.000	5/31/2019	1,877,077.51
Sub Total / Average Deposit		1,944,006.40	1,944,006.40	0.00				1,944,006.40
Interest								
BNY Cash	LGIPBNY	0.00	0.00	18.93	N/A	0.000	5/1/2019	18.93
CAMP LGIP	LGIP4000	0.00	0.00	66,909.96	N/A	0.000	5/31/2019	66,909.96
Chevron Corp 2.1 5/16/2021	166764BG4	0.00	0.00	10,500.00	2.100	0.000	5/16/2019	10,500.00
Chevron Corp 2.193 11/15/2019	166764AN0	0.00	0.00	12,719.40	2.193	0.000	5/15/2019	12,719.40
FFCB 1.17 5/16/2019-17	3133EF7L5	0.00	0.00	5,850.00	1.170	0.000	5/16/2019	5,850.00
FFCB 1.3 11/25/2019-16	3133EGBK0	0.00	0.00	6,500.00	1.300	0.000	5/28/2019	6,500.00
FFCB 1.7 5/3/2021-17	3133EF5T0	0.00	0.00	8,500.00	1.700	0.000	5/3/2019	8,500.00
GE Capital International 2.04 11/15/2020	36164QMS4	0.00	0.00	11,710.00	2.040	0.000	5/15/2019	11,710.00
JPMorgan Chase & Co 2.7 5/18/2023	46625HRL6	0.00	0.00	7,087.50	2.700	0.000	5/20/2019	7,087.50
Lakeside Bank 1.75 5/29/2020	51210SMU8	0.00	0.00	358.15	1.750	0.000	5/31/2019	358.15
Ponce De Leon Federal Bank 1.85 5/28/2021	732333AJ8	0.00	0.00	391.24	1.850	0.000	5/31/2019	391.24
State Street Corp 1.95 5/19/2021	857477AV5	0.00	0.00	5,167.50	1.950	0.000	5/20/2019	5,167.50
Summit Community Bank 1.65 5/29/2020	86604XLT1	0.00	0.00	348.94	1.650	0.000	5/31/2019	348.94
T-Note 0.875 5/15/2019	912828R44	0.00	0.00	1,859.38	0.875	0.000	5/15/2019	1,859.38
Wells Fargo Bank 1.15 7/22/2019	9497486R3	0.00	0.00	235.36	1.150	0.000	5/20/2019	235.36

Description	CUSIP/Ticker	Face Amount/Shares	Principal	Interest/Dividends	Coupon Rate	YTM @ Cost	Settlement Date	Total
Sub Total / Average Interest		0.00	0.00	138,156.36				138,156.36
Matured								
FFCB 1.17 5/16/2019-17	3133EF7L5	1,000,000.00	1,000,000.00	0.00	1.170	0.000	5/16/2019	1,000,000.00
T-Note 0.875 5/15/2019	912828R44	425,000.00	425,000.00	0.00	0.875	0.000	5/15/2019	425,000.00
Sub Total / Average Matured		1,425,000.00	1,425,000.00	0.00				1,425,000.00
Sell								
T-Note 2.125 6/30/2022	912828XG0	580,000.00	576,986.72	4,323.96	2.125	0.000	5/7/2019	581,310.68
Sub Total / Average Sell		580,000.00	576,986.72	4,323.96				581,310.68
Withdraw								
BNY Cash	LGIPBNY	18.93	18.93	0.00	N/A	0.000	5/3/2019	18.93
Union Bank Cash	LGIPUNIONBANK	4,015,043.15	4,015,043.15	0.00	N/A	0.000	5/30/2019	4,015,043.15
Sub Total / Average Withdraw		4,015,062.08	4,015,062.08	0.00				4,015,062.08

**Union Sanitary District's Internal Retiree Medical Fund
Quarterly Report**

For Period Ended 3/31/19

Fund Balance 12/31/18:		(\$685,405.82)
Revenues:		
FY19 Budget Allocation		1,094,603.00
Expenses:		
Quarterly Net Medical Reimbursements		(113,065.78)
Transfers Out:		
3/15/19 CalPERS OPEB Trust Actuarially Determined Contrib. (ADC) (payment #3 of 4)		(220,133.25)
Ending Fund Balance 3/31/19:		\$75,998.15



Market Value Summary:

	QTD Current Period	Fiscal Year to Date
Beginning Balance	\$5,930,574.59	\$5,786,838.94
Contribution	220,133.25	660,399.75
Disbursement	0.00	0.00
Transfer In	0.00	0.00
Transfer Out	0.00	0.00
Investment Earnings	525,509.32	231,495.87
Administrative Expenses	(759.92)	(2,214.09)
Investment Expense	(555.61)	(1,618.84)
Other	0.00	0.00
Ending Balance	\$6,674,901.63	\$6,674,901.63
FY End Contrib per GASB 74 Para 22	0.00	0.00
FY End Disbursement Accrual	0.00	0.00
Grand Total	\$6,674,901.63	\$6,674,901.63

Unit Value Summary:

	QTD Current Period	Fiscal Year to Date
Beginning Units	387,856.592	360,093.033
Unit Purchases from Contributions	13,370.829	41,134.388
Unit Sales for Withdrawals	0.000	0.000
Unit Transfer In	0.000	0.000
Unit Transfer Out	0.000	0.000
Ending Units	401,227.421	401,227.421
Period Beginning Unit Value	15.290638	16.070400
Period Ending Unit Value	16.636206	16.636206

Please note the Grand Total is your actual fund account balance at the end of the period, including all contributions per GASB 74 paragraph 22 and accrued disbursements. Please review your statement promptly. All information contained in your statement will be considered true and accurate unless you contact us within 30 days of receipt of this statement. If you have questions about the validity of this information, please contact CERBT4U@calpers.ca.gov.

Statement of Transaction Detail for the Quarter Ending 03/31/2019

Union Sanitary District

Entity #: SKB7-6011550262



Date	Description	Amount	Unit Value	Units	Check/Wire	Notes
03/15/2019	Contribution	\$220,133.25	\$16.463695	13,370.829	WIRE 2019031500145 495	

Client Contact:
CERBT4U@CalPERS.ca.gov

MONTHLY OPERATIONS REPORT FOR THE MONTH OF MAY 2019
TECHNICAL SUPPORT WORK GROUP SUMMARY

Capital Improvement Program

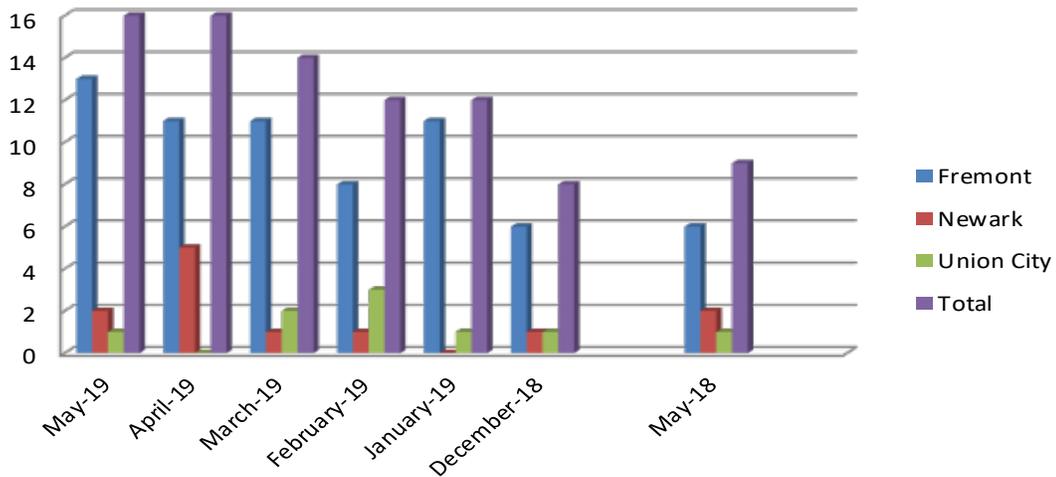
Sludge Degritter System Project – The replacement slurry cup unit was installed, and operational testing has begun.

Primary Digester No. 3 Rehabilitation Project – Project closeout and punch list work has begun.

Customer Service

Trouble Calls dispatched from the Front Desk during business hours:

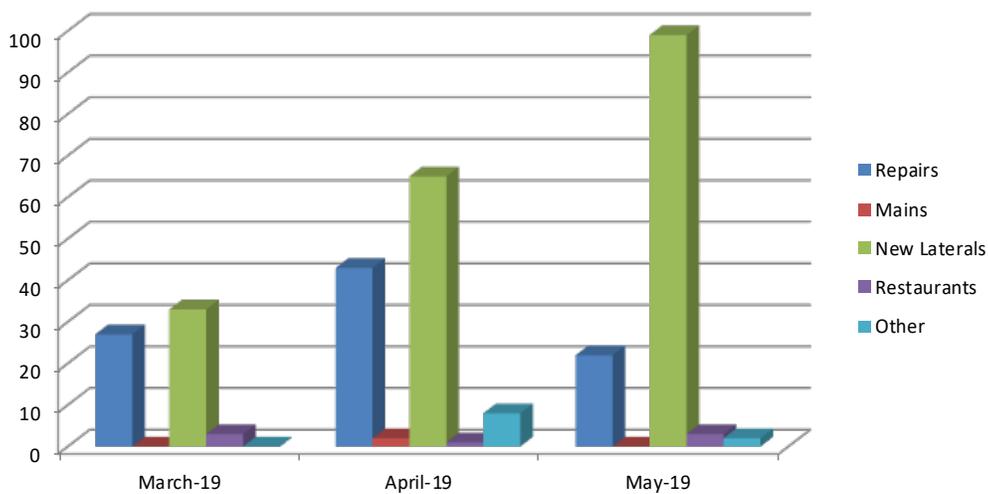
Month	Fremont	Newark	Union City	Total
May-19	13	2	1	16
April-19	11	5	0	16
March-19	11	1	2	14
February-19	8	1	3	12
January-19	11	0	1	12
December-18	6	1	1	8
May-18	6	2	1	9
6-Month Total				78



Sewer Permits Issued

Month	Repairs	Mains	New Laterals	Restaurants	Other
May-19	22	0	99	3	2
April-19	43	2	65	1	8
March-19	27	0	33	3	0

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



Communication

- Social Media posts:
 - Certificates of Merit event announcement
 - Telephone backup system information/how-to’s for contacting District
 - Notification of telephone system completed repair
 - Photo album of Certificate of Merit event and winners with USD inspectors
 - Share of Central San’s Wipes Clog Pipes info
 - Infrastructure Week
 - Buyer I/II recruitment
 - FOG message: Cool it, Can it, Trash it
 - Public Works Week
 - Memorial Day office closure
 - Safe medicine disposal
- Began content planning for Fall 2019 newsletter
- Continued activities regarding District Branding initiative
- Continued development activities for Homeowner Lateral video
- Attended Bay Planning Commission Spring Summit
- Attended East Bay Public Information Network Social Media Panel discussion
- Participated in Chamber of Commerce Board activities as Director and Past-President

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. Over 600 Stormwater compliance inspections are conducted 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 92 Stormwater (Urban Runoff), and 65 FOG (restaurant) inspections. During this reporting period, Inspectors identified 20 Stormwater and 11 FOG enforcement actions. Thirteen (13) of the Stormwater enforcements resulted in administrative fines ranging from \$100 to \$500. One (1) of the administrative fines were for illicit discharges and 12 were for repeated violations.

Urban Runoff Inspections and Enforcements

May 2019	No. of UR Inspections	VW	WL	NOV	AF	LA	Total Enforcements	No. of Illicit Discharge/s	
	92	4	0	3	13	0	20	% enforcement	1 22%

FOG Inspections and Enforcements

May 2019	No. of FOG Inspections	VW	WL	NOV	AF	LA	Total Enforcements	% Enforcement	
	65	3	8	0	0	0	11		17%

Enforcements:

VW – Verbal Warning

AF – Administrative Fine

AO – Administrative Order

WL – Warning Letter

LA – Legal Action

C&D – Cease & Desist Order

NOV – Notices of Violation

NOD – Notice of Deficiency

SNC – Significant Non-Compliance

Dental Inspections, School Outreach, and Plant Tours

# of Dental Inspections	# of School Outreach Events	# of Plant Tours
1	11 Classes	None

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
N7K (Neuralink)-Industrial/Pending	Pending: GW-0107 PG&E PB-88
Silicon Valley RODI Services-Industrial/Pending	

Permits Issued

Company Name	Date Permit Issued
None	

Industrial Permit Closures

Company Name	Date of Closure
RCH Industries	5/3/2019

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

Report Name	Date Report Completed and Submitted
None	

Enforcement Action

IU Name & Nature of Business	Comments	City	Parameter Violated	Discharge concentration (mg/L)	USD/Fed Limit Violated(mg/L)	Enforcement (1)
Compugraphics, Inc. (metal finishing)	NOV issued May 9th	Fremont	Zinc	3.991 mg/L	2.61 mg/L	N19-002
Britech Electropolishing, Inc. (metal finishing)	NOV issued May 21st	Newark	TTO 625	3.0 mg/L	2.13mg/L	N19-003

(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
Certificate of Merit Awards	May 2, 2019	Industrial User awardees and USD staff
Meds Coalition	May 3, 2019	Doug Dattawalker
NACWA Pretreatment Conference	May 14-17, 2019	Alex Paredes

Engineering/Construction

No. of projects under construction: 2

	Construction Projects	Capital (\$1000)	Scheduled Completion	Completed Scope	Completed Time	Comments for May 2019 Activities
1.	Sludge Degritter System Project – Kevin	\$1,436	07/19	95%	100%	Contractor installed replacement slurry cup. Testing is in progress.
2.	Primary Digester No. 3 Rehabilitation – Derek	\$2,410	03/19	95%	100%	Closeout and punch list work is in progress.

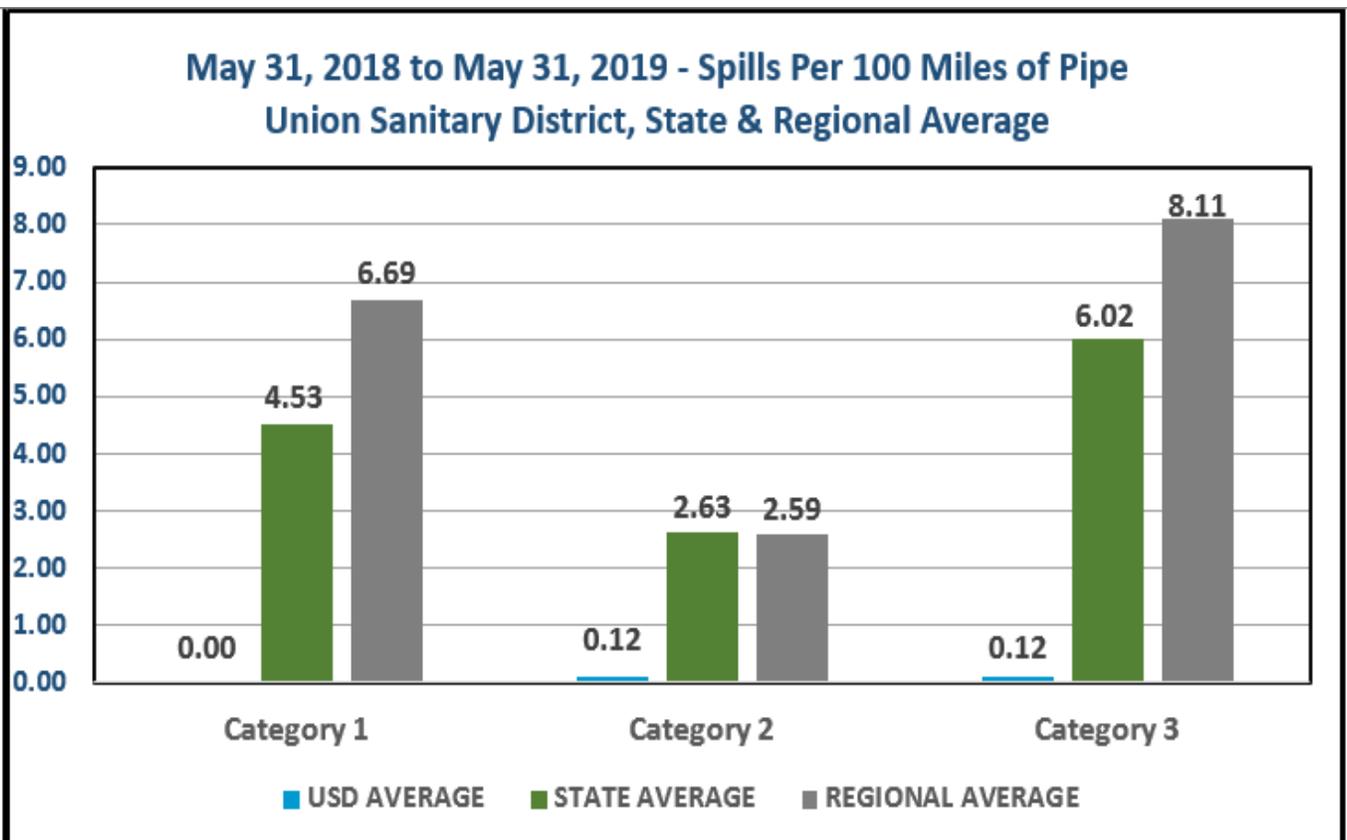
Design/Study

No. of projects in design/study phase: 19

	Design/Study Projects	Capital (\$1000)	Scheduled Completion	Completed Scope	Completed Time	Comments for May 2019 Activities
1.	Cathodic Protection System Project – Thomas	\$79	08/18	100%	100%	Project was advertised and pre-bid conference was held.
2.	Newark Basin Masterplan – Andrew	\$318	08/19	88%	85%	Consultant completed the final review of the flow monitoring data and finalized flow model calibrations.
3.	Standby Power Generation System Upgrade Project – Raymond/Kevin	\$2,019	01/20	50%	60%	Value engineering review of the project scope in progress.
4.	Force Main Condition Assessment – Andrew	\$121	10/20	60%	63%	Next round of inspection will be scheduled with the next phase of Force Main Corrosion Repairs project.
5.	Emergency Outfall Improvements Project – Andrew	\$365	04/19	92%	100%	Consultant continues to work on 100% design submittal. Lease agreement tentatively scheduled for the State Lands Commission's board meeting on June 28 th . Easement discussions with Alameda County in progress.
6.	Primary Digester No. 7 Project – Curtis	\$1,904	06/19	97%	98%	100% design submittal review comments were returned to consultant.
7.	Plant Master Plan – Raymond/Curtis	\$510	04/19	90%	100%	Board Workshop No. 3 took place on May 8 th .
8.	Effluent Management Study – Curtis	\$155	03/18	95%	100%	Study will incorporate results from Secondary Treatment Process Improvements.
9.	Secondary Treatment Process Improvements – Curtis	\$565	04/19	98%	100%	Consultant submitted the draft project report which is currently being reviewed. Results will be incorporated into the Plant Master Plan.
10.	Odor Control Alternatives Study – Kevin	\$465	07/19	90%	90%	Consultant continued to work on the final Plant odor study report and BAAQMD emissions update letter.

	Design/Study Projects	Capital (\$1000)	Scheduled Completion	Completed Scope	Completed Time	Comments for May 2019 Activities
11.	Headworks Screens Replacement Project – Thomas	\$215	03/19	99%	100%	100% design submittal review in progress.
12.	Alvarado Influent Pump Station Improvements Project – Thomas	\$479	05/19	99%	100%	Returned 100% design submittal review comments to consultant.
13.	Force Main Corrosion Repairs Project Phase 3 – Andrew	\$60	02/19	75%	85%	Consultant worked on the 100% design submittal.
14.	Control Box No. 1 Improvements Project – Kevin	\$229	06/19	95%	95%	Consultant worked on the Final predesign report.
15.	WAS Thickener Replacement Project – Curtis	\$284	05/19	40%	100%	Consultant and staff worked on the Thickening equipment selection process.
16.	Newark Equalization Storage Facilities Project – Somporn	\$347	06/19	60%	86%	Geotechnical boring is scheduled in June. CEQA project scoping analysis has been completed.
17.	Centrifuge Building Improvements Project – Somporn	\$184	06/19	93%	95%	Consultant worked on final pre-design report.
18.	Primary Digester No. 2 Rehabilitation Project – Derek	\$213	07/19	50%	58%	50% design submittal workshop was held on May 14 th .
19.	Irvington and Newark Odor Control Study - Kevin	\$99	12/19	10%	10%	Consultant worked on first round of odor sampling.

May 31, 2018 to May 31, 2019 Spills Per 100 Miles of Pipe Union Sanitary District, State & Regional Average

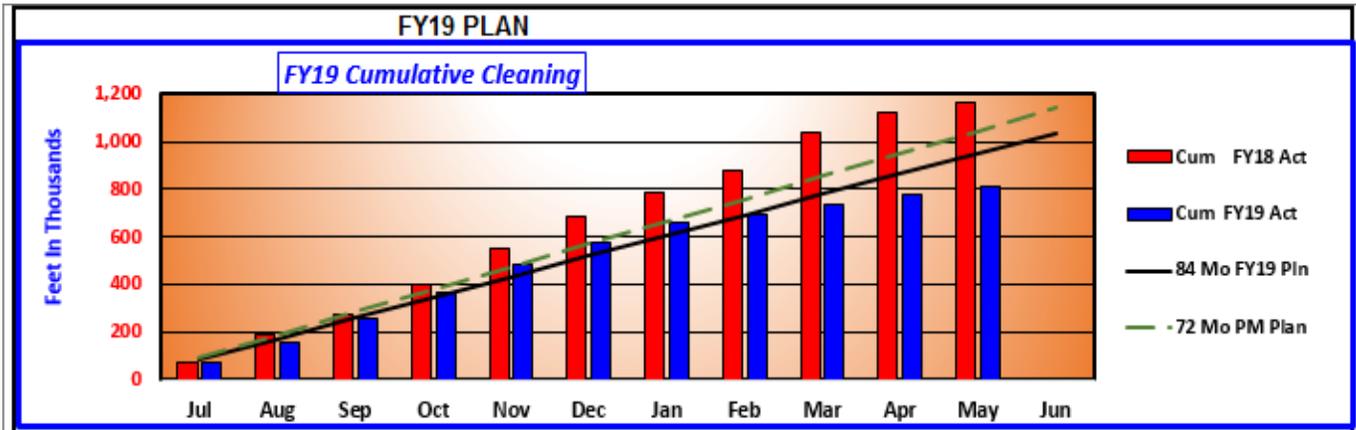


Spill Rate Statistics - May 31, 2018 to May 31, 2019 Spills per 100 Miles of Pipe

	Category 1	Category 2	Category 3
USD AVERAGE	0.00	0.12	0.12
STATE AVERAGE	4.53	2.63	6.02
REGIONAL AVERAGE	6.69	2.59	8.11

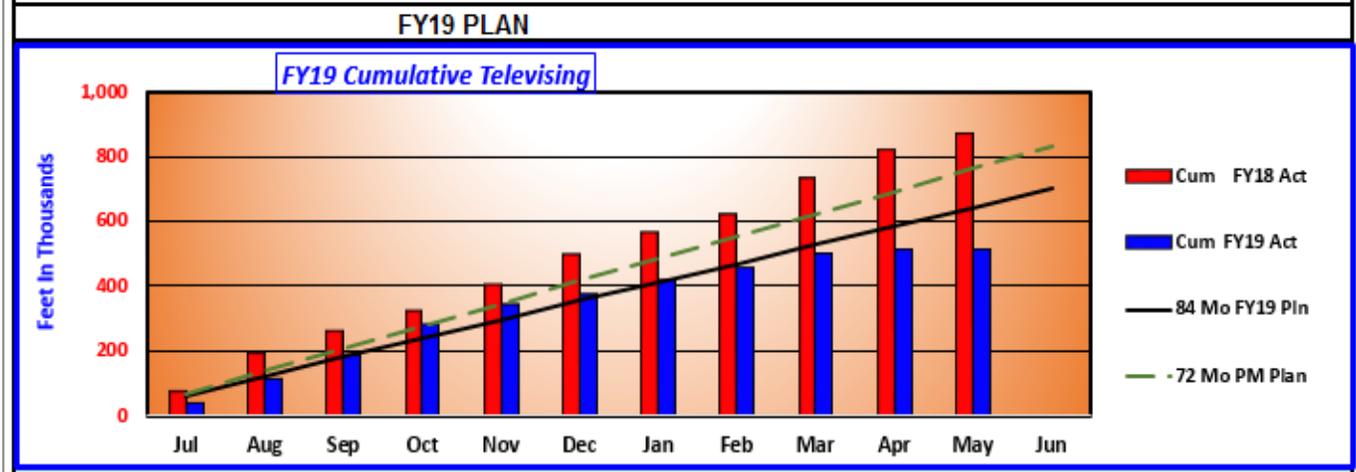
Category 1 - 1,000 gallons or more. Discharges to surface water, not fully captured
Category 2 - 1,000 gallons or more. Does not reach surface waters, not fully captured
Category 3 - 1,000 gallons or less, does not reach surface waters, full captured

Performance Measures



May-19 Clean Cost/Ft = \$2.74

Description	FY19 Q1 Footage	FY19 Q2 Footage	FY19 Q3 Footage	Apr-19 Footages	May-19 Footages	FY19 Q4 Footages	FY19 YTD Footage	FY19 YE Goal	% Cmpl To Plan
84 Month Hydro-jet Clean	193,266	119,951	75,411	0	0	0	388,628	611,160	63.59%
Selective Line Cleaning	32,664	52,191	44,755	16,167	2,161	18,328	147,938	118,938	124.38%
Special Condition Clean	4,593	4,260	14,567	771	7,027	7,798	31,218	24,461	127.62%
Root Control/Chemical Cln	25,725	147,797	25,343	17,822	23,632	41,454	240,319	283,972	84.63%
Cast Iron Proj/Other (not included in Cost Per Foot)	0	0	0			0	0	0	0.00%
Totals	256,248	324,199	160,076	34,760	32,820	67,580	808,103	1,038,531	77.81%

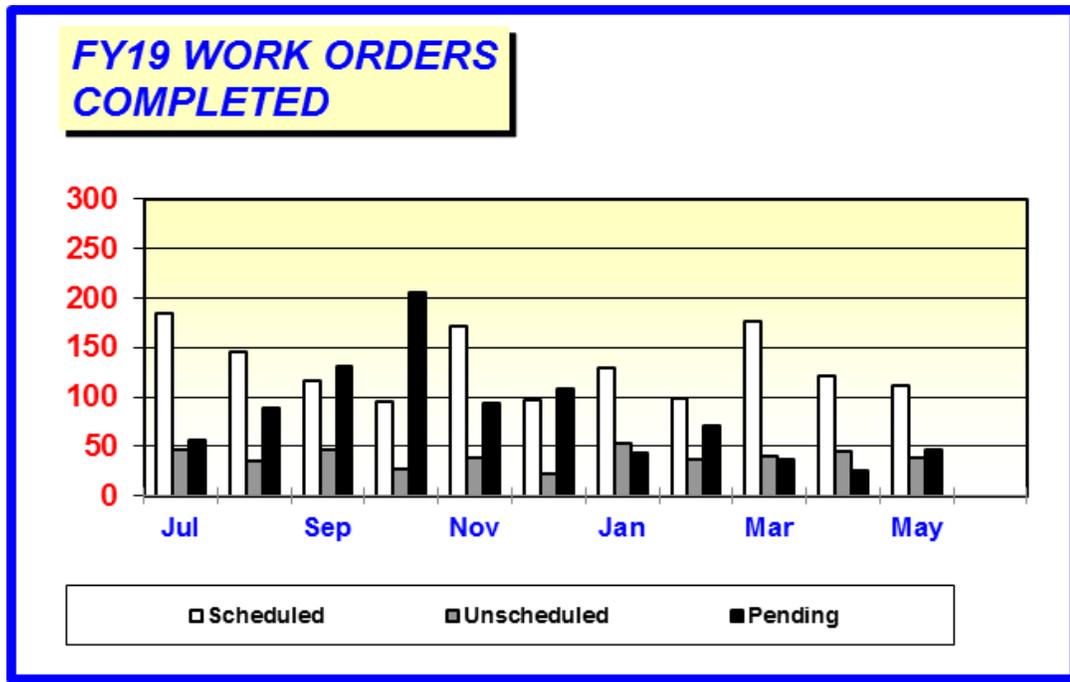


May-19 TV Cost/Ft = No TV Footage

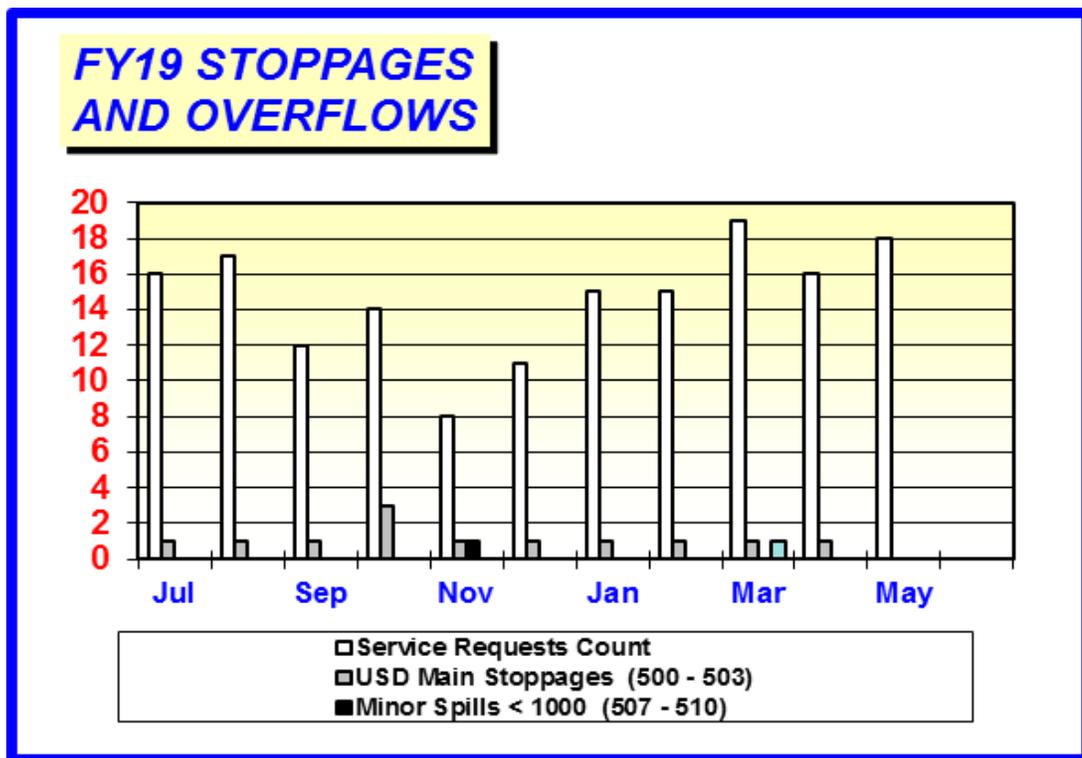
Description	FY19 Q1 Footage	FY19 Q2 Footage	FY19 Q3 Footage	Apr-19 Footages	May-19 Footages	FY19 Q4 Footages	FY19 YTD Footage	FY19 YE Goal	% Cmpl To Plan
84 Month TV Inspection	171,349	146,459	103,789	10,672	0	10,672	432,269	611,160	70.73%
Visual/Condition, Pre/Post Cnst TV	9,996	3,802	6,762	3,807	0	3,807	24,367	20,027	121.67%
New Development, CIP, Misc.	8,544	19,662	9,455	985	0	985	38,646	43,034	89.80%
QA/QC Line Condition	0	6,902	142	0	0	0	7,044	11,894	59.22%
QA/QC Root Control	0	14,260	0	0	0	0	14,260	14,199	100.43%
Totals	189,889	191,085	120,148	15,464	0	15,464	516,586	700,312	73.77%

Other Collection Services Status Data:

Support Team Work Order Status:



C/S Maintenance Status:



Fabrication, Maintenance and Construction Activities Report May 2019

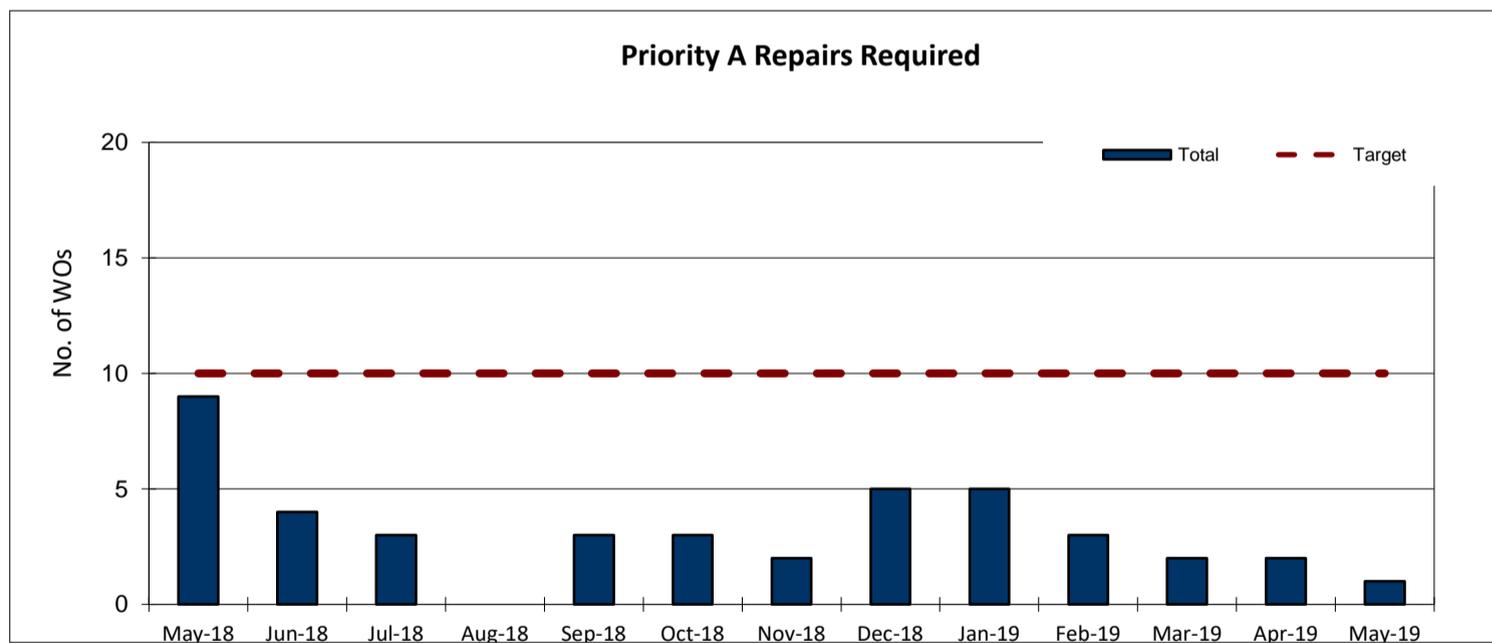
Progress/Accomplishments

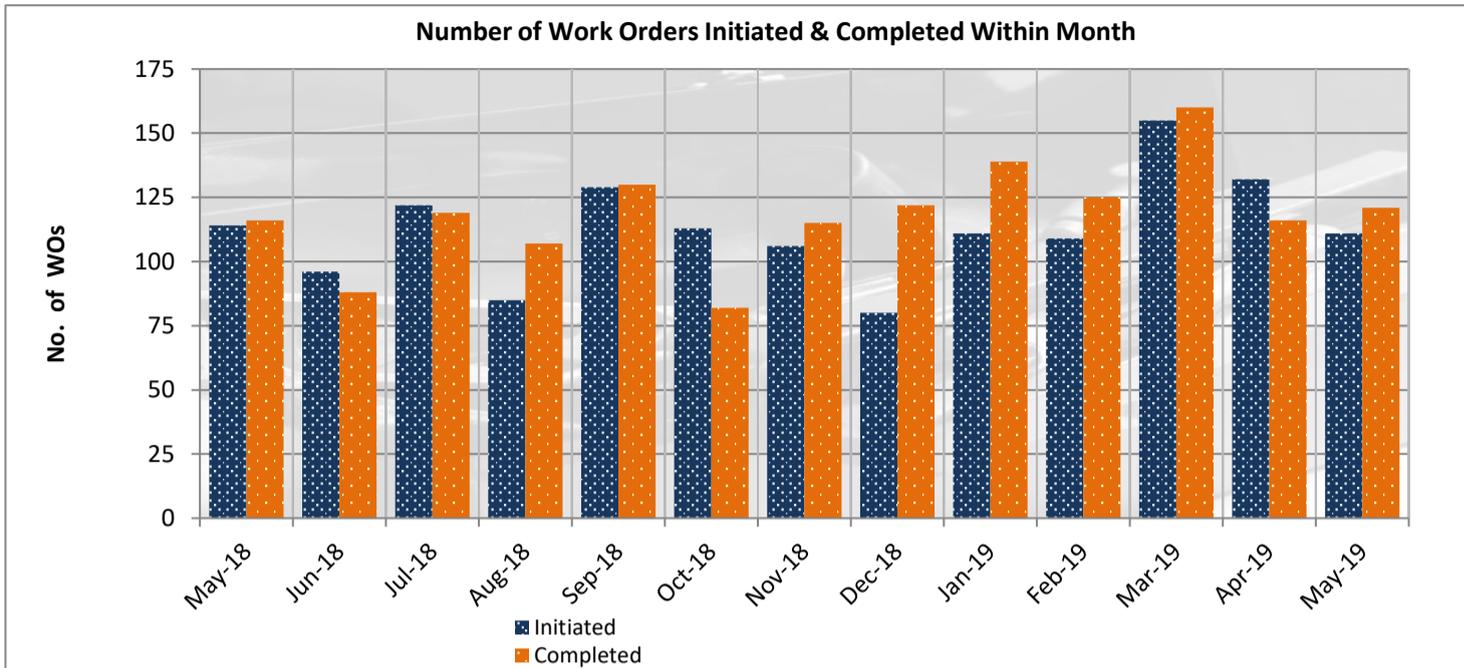
- Completed 94.98% of preventive maintenance activities for the month of May
- Completed 121 corrective maintenance work orders for the month of May
- Cogen 2 4K service
- Site Waste pump 1 piping troubleshooting
- Installation of heat recovery boiler for Cogen 1
- Mixing Pump 1 impeller, and adjustable liner installation
- Centrifuge feed pump installation

Future Planning

- Install two new samplers at the effluent screen and final effluent
- Centrifuge 3 3K service
- IPS Ferrous piping upgrade
- Digester 2 preparation for cleaning
- GBT 2 dilution valve replacement

Performance Measurements





**Treatment & Disposal
Activities Report
May 2019**

Progress/Accomplishments

- Maintained 100% compliance with NPDES permits.
- Completed 100% preventive maintenance activities for the month of May.
- Placed Primary Digester No. 3 in full service and began taking Primary Digester No. 2 out of service for the upcoming Rehabilitation Project.
- Attended the Primary Digester No. 2 Rehabilitation 50% Design Submittal Workshop.
- Began the start up and testing of Degritter No. 3.
- Completed acid cleaning and of 5 aeration basins.
- Attended a kick off meeting for the renewal of the Old Alameda Creek NPDES permit.
- Reviewed final nutrient watershed permit task order and updated the annual testing schedule.
- Continued LIMS system implementation. Completed many test templates and some batch templates.
- Assisted in planning for a pilot study of the rotary drum thickener (RDT) at the treatment plant.

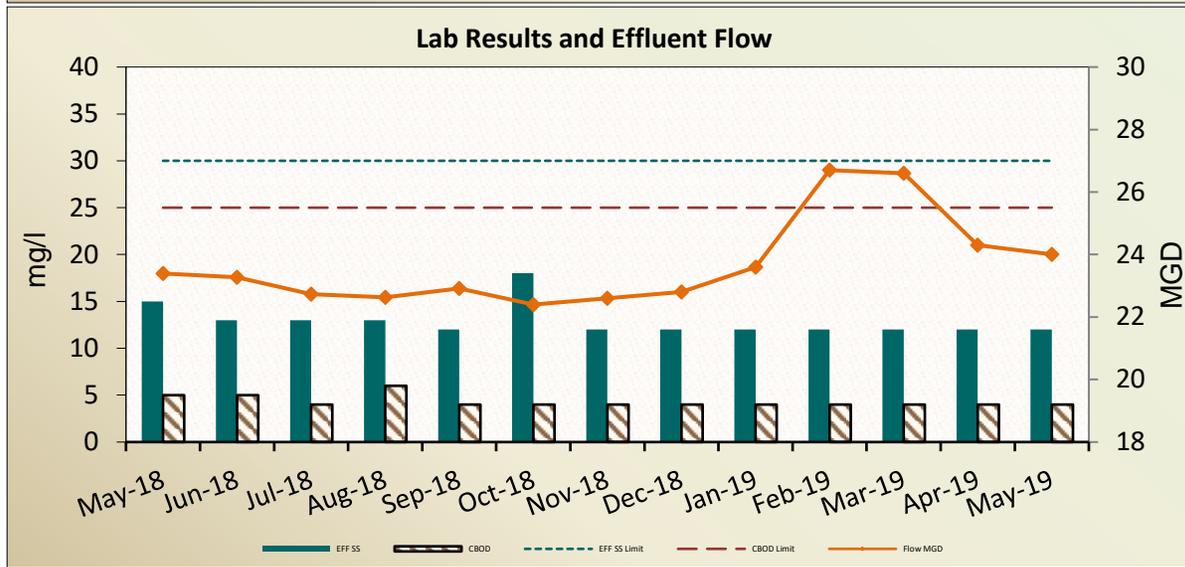
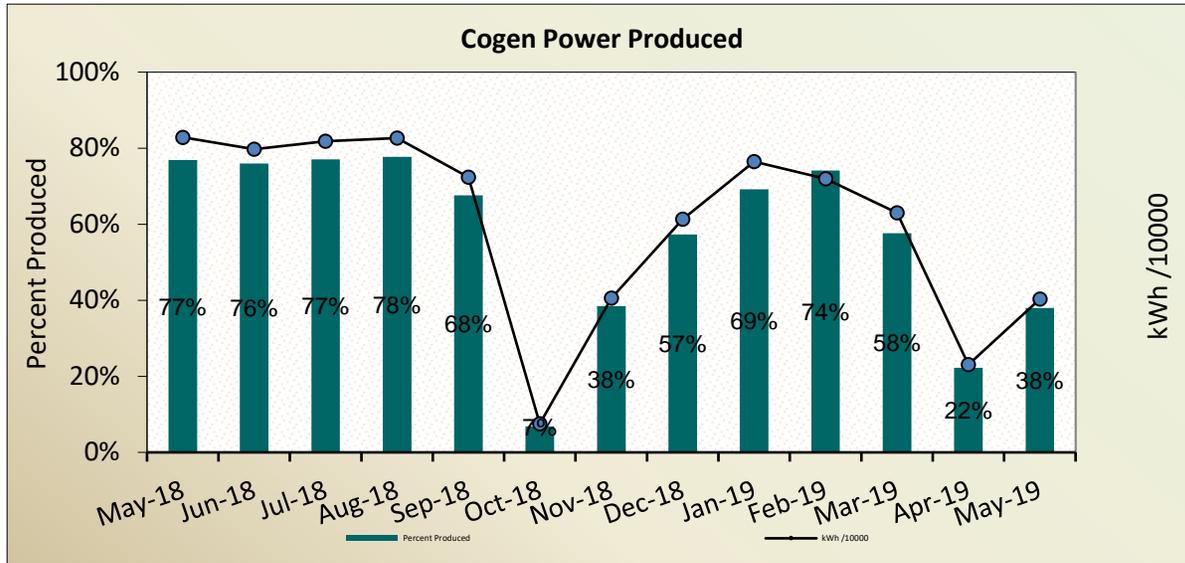
Future Planning

- Finish taking Primary Digester No. 2 out of service for the upcoming cleaning and rehabilitation projects.
- Meet with Hazen and Sawyer for Secondary Treatment Strategy Discussion.
- Review Hazen secondary treatment improvement project report.
- Submit Annual self monitoring report for the Old Alameda Creek wet weather outfall.
- Complete economic evaluation of aeration basin acid cleaning.
- Complete RDT study, associated lab work, and review findings.
- Complete the implementation of the plant LIMS system.
- Evaluate a proposal for purchasing third party energy from Hayward.

Other

- Cogen system produced 38% of power consumed for the month of May.

Performance Measurements



USD's Final Effluent Monthly Monitoring Results				
Parameter	EBDA Limit	Mar-19	Apr-19	May-19
Copper, µg/l	78	4.6	4.7	4.2
Mercury, µg/l	0.066	0.0024	0.0027	0.0022
Cyanide, µg/l	42	E 0.96	E 1.0	E 1.3
Ammonia- N, mg/L (Range)	130	31.7 - 37.5	37.0 - 39.4	37.5 - 44.6
Fecal Coliform, MPN/100ml (Range)				
• 5-Day Geometric Mean	500	16 - 47	18 - 76	21 - 39
• 11-Sample 90th Percentile	1100	50 - 83	98 - 108	46 - 72
Enterococci				
• Monthly Geometric Mean	240	24	33	11.9

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

**6/24/19
BOARD OF DIRECTORS MEETING
AGENDA ITEM # 10**

TITLE: Public Hearing to Consider Collection of Sewer Service Charges on the Tax Rolls for Fiscal Year 2020 and Adoption of a Resolution Electing to Collect Sewer Service Charges on the Tax Rolls
(This is a Motion Item)

SUBMITTED: Paul R. Eldredge, General Manager/District Engineer
Laurie Brenner, Finance & Acquisition Services Team Coach

Recommendation

Conduct a public hearing and receive oral or written protests to the proposal to collect sewer service charges on the tax rolls, and if a majority protest is not received, adopt a Resolution Electing to Collect Sewer Service Charges on the Tax Rolls for FY 2020.

Previous Board Action

The Board held a public hearing and adopted the FY 2019 budget on June 25, 2018.

Background

On January 25, 2016, the Board approved sewer service charge rates for fiscal years 2017 through 2021. On June 3, 2019, the Board directed staff to schedule a public hearing on June 24, 2019 regarding collection of sewer service charges on the tax rolls. The District has collected sewer service charges on the general Alameda County tax rolls for many years; however, the Board must hold a public hearing annually to consider and reauthorize collection of the sewer service charges on the tax rolls.

The procedures required for the collection of sewer service charges on the tax rolls are set forth in California Health and Safety Code sections 5473 et seq. Pursuant to these procedures,

the District may authorize the collection of sewer service charges for fiscal year 2020 to be collected on the tax rolls, consistent with past practices, by:

1. Creating a report setting forth the sewer service charges to be assessed on each parcel in the District and filing the report with the Board Clerk.
2. Scheduling a public hearing for the Board to hear objections and protests to the report, if any.
3. Publishing notice of the filing of the report and the public hearing.
4. Holding the public hearing and considering and objections and protests to the report.
5. If there is no majority protest, adopting the report and authorizing the collection of the sewer service charges on the tax rolls in accordance with the report.

Staff prepared the report setting forth the sewer service charges to be assessed on each parcel in the District for fiscal year 2020 and filed the report with the Board Clerk. The report has been available for public inspection at the Districts offices, and staff published notice of the filing of the report and the public hearing to consider the report in the Argus newspaper on May 24, 2019 and May 31, 2019, and in the Tri-City Voice on May 21, 2019 and May 28, 2019.

After considering any objection and protests to the report, the Board has the option of revising, changing, or modifying any charge specified in the report or overruling and all objections and adopting the report. As of the publishing of this staff report, the District has not received any protests.

Staff recommends the Board take the following actions:

- a. Conduct a public hearing to receive written and oral comments on the proposal to collect sewer service charges via the property tax rolls; and
- b. Unless there is a majority protest, overrule any objections to the report and adopt a Resolution Electing to Collect Sewer Service Charges on Tax Rolls

Attachments

- a. Proof of Publication; Tri City Voice and Argus newspapers
- b. Resolution Electing to Collect Sewer Service Charges on Tax Rolls for Fiscal Year 2020

WHATS HAPPENINGS TRI CITY VOICE

This space for filing stamp only

39737 PASEO PADRE PKWY, FREMONT, CA 94538
Telephone (510) 494-1999 / Fax (510) 796-2462

Laurie Brenner
UNION SANITARY DISTRICT/CIP
5072 BENSON ROAD
UNION CITY, CA - 94587

CNS#: 3254739

UNION SANITARY DISTRICT

NOTICE OF FILING REPORT AND PUBLIC HEARING IN CONNECTION WITH THE COLLECTION OF FISCAL YEAR 2020 SEWER SERVICE CHARGES ON THE PROPERTY TAX ROLL

NOTICE IS HEREBY GIVEN that pursuant to Sections 5471 and 5473, et seq, of the Health and Safety Code of the State of California and Union Sanitary District Ordinance No. 31, the Board of Directors of Union Sanitary District will consider whether to collect its charges for sewer services for fiscal year 2020 on the tax roll, in the same manner as general taxes, consistent with past practices.

The District has filed a written report with the Secretary of the Board of Directors describing each parcel of real property subject to the charges and the amount of the charges against that parcel for fiscal year 2020. The District's report is on file and available for public inspection at the District Offices.

For reference, the charges for a single family home owner (the majority of USD's customers) are based on the adopted rate of \$407.12 for Fiscal Year 2020. All other rates for individual customers can be found by contacting the District at (510) 477-7500 or on the Districts website www.unionsanitary.ca.gov/sewerservice.htm

NOTICE IS FURTHER GIVEN that on Monday, the 24th day of June 2019, at the hour of 7:00 p.m. or as soon thereafter as the matter may be heard, at the Union Sanitary District Boardroom, 5072 Benson Road, Union City, California, in said District, the Board will hold a hearing to consider the report and whether to collect the sewer service charges for fiscal year 2019 on the property tax roll. At the hearing, the Board of Directors will hear and consider all objections or protests, if any, to the District's report. Any questions regarding the charges may be directed to Finance & Acquisition Services Coach, Laurie Brenner.

By order of the Board of Directors of Union Sanitary District.
5/21, 5/28/19

CNS-3254739#

PROOF OF PUBLICATION

(2015.5 C.C.P.)

State of California)
County of ALAMEDA) ss

Notice Type: HRG - NOTICE OF HEARING

Ad Description:

Notice of Filing Report and Public Hearing in Connection with

I am a citizen of the United States and a resident of the State of California; I am over the age of eighteen years, and not a party to or interested in the above entitled matter. I am the principal clerk of the printer and publisher of the WHATS HAPPENINGS TRI CITY VOICE, a newspaper of general circulation in the city of Fremont, county of Alameda as defined by the laws of the State of California by the Superior Court of the County of Alameda, State of California under date 05/08/2015, case no. HG14716669. That the notice, of which the annexed is a printed copy, has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates, to-wit:

05/21/2019, 05/28/2019

Executed on: 05/28/2019
At Los Angeles, California

I certify (or declare) under penalty of perjury that the foregoing is true and correct.



Signature



* A 97 0 150 0 0 5 1 1 0 2 6 3 *

Email

Argus

c/o Bay Area News Group-East Bay
41424 Christy St.
Fremont, CA 94538
510-403-4483

2003193

CALIF. NEWSPAPER SVC.
BILLING DEPT.
PO BOX 60460
LOS ANGELES, CA 90060

PROOF OF PUBLICATION

FILE NO. 3254738

In the matter of

Argus

The Argus

I am a citizen of the United States. I am over the age of eighteen years and not a party to or interested in the above-entitled matter. I am the Legal Advertising Clerk of the printer and publisher of The Argus, a newspaper published in the English language in the City of Fremont, County of Alameda, State of California.

I declare that the Argus is a newspaper of general circulation as defined by the laws of the State of California as determined by this court's order dated July 28, 2008 in the action entitled In the Matter of the Ascertainment and Establishment of the Standing of The Argus as a Newspaper of General Circulation, Case Number HG08-390724. Said order states "The Argus" has been established, printed and published in the City of Fremont, County of Alameda, State of California; That it is a newspaper published daily for the dissemination of local and telegraphic news and intelligence of general character and has a bona fide subscription list of paying subscribers; and...THEREFORE, IT IS ORDERED, ADJUDGED AND DECREED:...That "The Argus" is a newspaper of general circulation for the City of Fremont, County of Alameda, California. Said order has not been revoked.

I declare that this notice, of which the annexed is a printed copy, has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates, to wit:

05/24/2019, 05/31/2019

I certify (or declare) under penalty of perjury that the foregoing is true and correct.

Dated: May 31, 2019

Public Notice Advertising Clerk

Legal No 9006340643

UNION SANITARY DISTRICT

NOTICE OF FILING REPORT AND PUBLIC HEARING IN CONNECTION WITH THE COLLECTION OF FISCAL YEAR 2020 SEWER SERVICE CHARGES ON THE PROPERTY TAX ROLL

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By order of the Board of Directors of Union Sanitary District.

5/24, 5/31/19
CNS-3254738#

THE ARGUS
AR 6340643
May 24, 31, 2019



RESOLUTION NO. _____

**RESOLUTION OF THE UNION SANITARY DISTRICT BOARD OF DIRECTORS
ELECTING TO COLLECT SEWER SERVICE CHARGES ON TAX ROLLS FOR
FISCAL YEAR 2020**

WHEREAS, the Union Sanitary District (“District”) has duly adopted Ordinance No. 31.39 which sets the sewer service charges for fiscal years 2017 through 2021; and

WHEREAS, California Health & Safety Code section 5473 provides that the District may elect to have such sewer service charges collected on the County property tax rolls; and

WHEREAS, the District Board of Directors directed the preparation of a written report on Sewer Service Charges for Collection on Tax Rolls for Fiscal Year 2020, which was duly prepared and filed with the Board Clerk (the “Report”); and

WHEREAS, the Board appointed the time and place of hearing for protests to the Report and notice was given in the manner provided by law as it appears by the Affidavits of Publication on file in the office of the Board Clerk; and

WHEREAS, the District Board of Directors, at its regular meeting of June 24, 2019, held a hearing on the Report, where the Board heard and considered all objections or protests, and protests from a majority of owners of separate parcels was not received.

NOW, THEREFORE, IT IS RESOLVED AS FOLLOWS:

1. All recitals above are true and incorporated by reference herein.
2. The Board finds that objections to and protests against the Report were not made by the owners of a majority of the separate parcels of property within the District against which sewer service charges for the services and facilities provided by the District were fixed.
3. The Board further finds that all objections to and protests have been heard by this Board and that any objections and protests are hereby overruled.
4. The Report is hereby adopted in full without revision, change, reduction, or modification, and sewer service charges based upon these rates and the sewer service charges for fiscal year 2019 shall be collected on the tax roll of the County of Alameda in the manner provided by law.
5. The Board Clerk is hereby directed to file with the County Auditor of Alameda County, a certified copy of the Report and this Resolution stating that the Report has been adopted by the District Board of Directors.
6. The Auditor Controller of the County of Alameda shall, upon receipt of a copy of the Report showing the amounts of the charges based upon adopted rates, enter the amounts of the charges against the respective lots or parcels as they appear on the current assessment roll for fiscal year 2020.

I hereby certify that the foregoing Resolution was duly and regularly adopted and passed by the Board of Directors of the UNION SANITARY DISTRICT, Alameda County, California, at a meeting thereof held on the 24th day of June, 2019.

AYES:

NOES:

ABSENT:

ABSTAIN:

ANJALI LATHI, President
Board of Directors Union Sanitary District

ATTEST:

JENNIFER TOY,
Secretary
Board of Directors 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

**JUNE 24, 2019
BOARD OF DIRECTORS MEETING
AGENDA ITEM #11**

TITLE: Proposed Operating and CIP Budget for Fiscal Year 2020 (*This is a Motion Item*)

SUBMITTED: Paul R. Eldredge, General Manager/District Engineer
Laurie Brenner, Finance & Acquisition Services Coach

Recommendation

Review and consider adopting the Proposed Operating and CIP Budget for FY 2020.

Previous Board Action

This item was presented to the Board for review and feedback in the Budget Workshop on May 20, 2019 and again on June 3, 2019. This item is brought before the Board on an annual basis.

Background

Attached for your review is the Proposed Operating and CIP Budget for FY 2020. This budget reflect's the Board's input and information presented at the Budget Workshop on May 20, 2019 and the Board meeting on June 3, 2019.

The presentation of the FY 2020 Budget follows the same format as was used in FY 2019 for clarity. The FY 2020 Budget Summary reflects:

1. An increase in Total Revenues of 1.8%
2. An increase in Total Expenditures of 29.4% (includes CIP)
3. An increase in the Operating Budget of 9.5%

This document also reflects the following changes since the May 20th Budget Workshop:

1. Changes to the Special Projects listing and budgeted values (addition of Capacity Fee Study and Cost of Service Analysis projects and changes to budgeted values)
2. Changes to the Reserves (increase to the Emergency reserve Fund and addition of the new Industrial Customer Stabilization Fund)
3. Updated Salaried and Benefits values associated with the approved Unclassified merit increase percentage

One additional change was made since the June 3rd Board Meeting:

1. Change to the Annual Contracts Over \$100K table (clarity on the Gas Media 2-year contract)

Attachment:

Proposed Operating and CIP Budget FY 2020

Union Sanitary District

Union City, California

Proposed Operating & CIP Budget FY 2020



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**Directors**

Manny Fernandez
Tom Handley
Pat Kite
Anjali Lathi
Jennifer Toy

Officers

Paul R. Eldredge
*General Manager/
District Engineer*

Karen W. Murphy
Attorney

DATE: June 24, 2019

MEMO TO: Board of Directors - Union Sanitary District

FROM: Paul R. Eldredge, General Manager/District Engineer
Laurie Brenner, Finance & Acquisition Services Coach

SUBJECT: Fiscal Year 2020 Adopted Operating and CIP Budget

Union Sanitary District (USD) staff is pleased to present the comprehensive annual budget for Fiscal Year (FY) 2020 to the Board of Directors. This budget covers the period from July 1, 2019 through June 30, 2020. The District continues to focus on the operation and maintenance of its infrastructure and assets, capital project construction, planning, and effective use of technology.

Outstanding Performance and Cost-Effective Service for the District's Customers

In keeping with our Mission, the District continues to provide a high level of award-winning service to its customers at competitive rates. During FY 2016, USD conducted a major Cost of Service Analysis (COSA) to determine a five-year rate plan that met all requirements related to charges for services under Proposition 218. The COSA took into consideration current and future operational and capital costs, and reserve requirements for the next five years. The study provided the District with a baseline against which we can analyze future USD needs. The Sewer Service Charge for FY 2020 incorporates the fourth rate increase of the five-year rate increase plan. The annual single-family rate will increase from \$407 to \$421 in FY 2020, and to \$436 by the fifth year (FY 2021). This increased rate is still well below the national average annual sewer service charge of \$504 as reflected in the 2018 National Association of Clean Water Agencies price index. The average annual rate of the 35 Bay Area agencies the District surveys is \$623.40.

We continue the District's record of outstanding stewardship and service. Once again, USD received the Platinum Award from the National Association of Clean Water Agencies for Peak

Performance for operating for ten consecutive years without exceeding the limits or conditions of the District's permit. This is a tribute to the outstanding work by District Operations and Maintenance teams. We continue to average less than one spill per hundred miles of pipeline per year, ranking us among the best in the State, while doing so in a very cost-effective manner. The District Collections Services and Environmental Compliance groups have successfully implemented measures to minimize spills and back-ups.

Financial State of the District

The current (general) improvement in the economy has had positive effects on the District. Revenues are increasing over the prior fiscal year, but we anticipate a slight decrease in development activity in our service area. While economic improvements have proven beneficial, the District continues to exercise fiscal prudence considering our ever-increasing expenses. It is because of this cautionary approach that the District has continued to remain financially healthy.

USD has seen slight decreases in permit applications in the past twelve months, and that is expected to continue in FY 2020. A portion of USD capital projects is funded by capacity fees; however, the majority are funded through Sewer Service Charges. The District continues to be vigilant in its efforts to control expenses. Like other agencies, USD faces significant pressures associated with the costs of health care and pensions, as well as costs for treatment plant chemicals and utilities (primarily PG&E), in addition to other capital expenditures.

Revenues

Sewer Service Charges are expected to increase from \$57 million in FY 2019 to \$60 million in FY 2020 due to previously approved rate increases and the addition of new users. With approximately 73.41% of the District's revenue based on residential customers; USD's income remains relatively stable despite the slight volatility in non-residential revenues.

Capacity Fee revenues incorporate increased Capacity Fees approved by the Board, effective July 1, 2016. As previously stated, the Tri-City area has experienced a continued increase in construction development; however, there are indicators that this trend is beginning to slow down. As a result, total Capacity Fee revenues are expected to come in at \$13.6 million in FY 2020, which is below both the 2019 actual and original FY 2019 budgeted values. Anticipated expenditures associated with capacity fees over the next several years indicate that there will likely be an overall declining balance in this fund, starting in FY 2020 as projects associated with the Plant Master Plan begin at the District.

Expenditures

Total expenditures in the Sewer Service Fund for the coming fiscal year are projected to increase by 23.2%. Operating expenses are anticipated to increase by 9.5%, primarily due to salary and pension contribution rate increases, as well as the addition of professional consulting

services intended to support training necessary for long-term succession planning. Chemical costs had been relatively stable due to the District's participation in the Bay Area Chemical Consortium for many years; however, significant increases in several chemicals utilized in the treatment process are reflected in the FY 2020 budget.

No significant changes to the number of District employees are budgeted during this fiscal year. The District filled many vacancies during FY 2019, mostly attributable to planned retirements, with just a few voluntary separations. Balancing the District's ability to attract and retain a qualified workforce against the bottom line will continue to be a challenge as more of our tenured workforce becomes eligible for retirement.

Capital project spending will continue to focus on rehabilitation and replacement of key elements of the wastewater treatment plant and collections system pipeline. Many of the District's buildings and treatment processes have been in operation for over 35 years. Replacing and upgrading these facilities and equipment will ensure that we can efficiently operate the plant in the long-term. Projects for FY 2020 include plant facilities improvements such as a seventh anaerobic digester, standby power generation system upgrades, and pump station improvements.

Staff conducted a thorough analysis of the infrastructure needs of the District and developed a 20-year Capital Improvement Plan (CIP) that totals approximately \$1.09 billion. The total CIP budgeted for FY 2020 is just over \$21.9 million, compared to \$10.2 million in FY 2019. USD continues to keep its CIP costs as low as possible by taking advantage of available low interest loans through the State and federally funded Clean Water State Revolving Fund (SRF) program administered by the State Water Resources Control Board (as available), although the District continues to explore alternative financing methods that give the District greater flexibility while still meeting our policy requirements for debt.

The Information Systems Renewal and Replacement (R&R) Program will continue to fund new projects, such as Non-Residential Billing Program Replacement, the replacement of older servers and hardware for business continuity, and disaster recovery.

Special Projects Fund expenditures will increase from \$1.4 million in FY 2019 to just over \$4.3 million in FY 2020. Of the \$4.3 million, \$352,000 is for special projects that will carry forward to FY 2020. Some of the studies planned or continuing this year include the Old Alameda Creek Report of Discharge, Odor Control Pilot Study and the IT Master Plan. Other expenditures include those for the Outreach programs, including the USD newsletter, and GIS Joint Powers Authority (JPA).

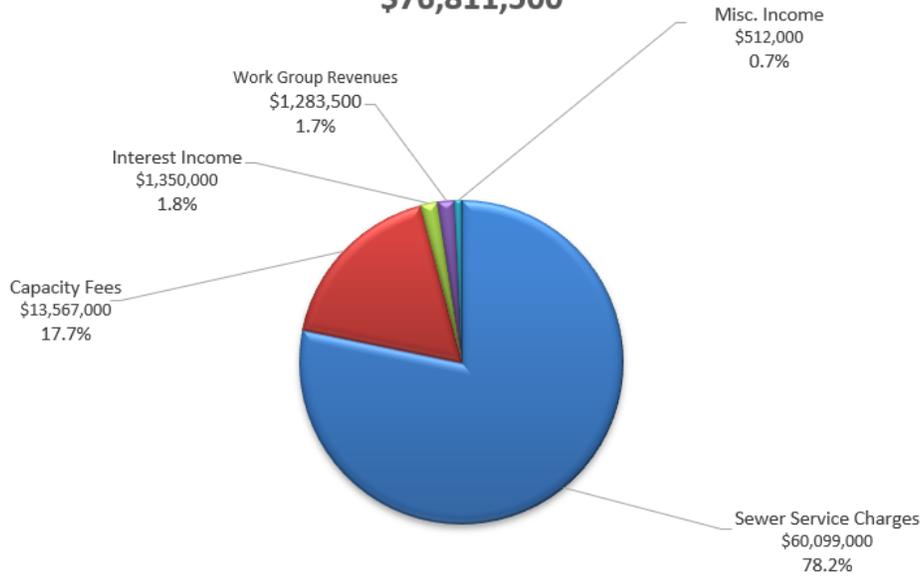
Balanced Budget, Reserves and Rates

USD has long operated with a balanced budget and FY 2020 is no exception. District reserves continue to be stable.

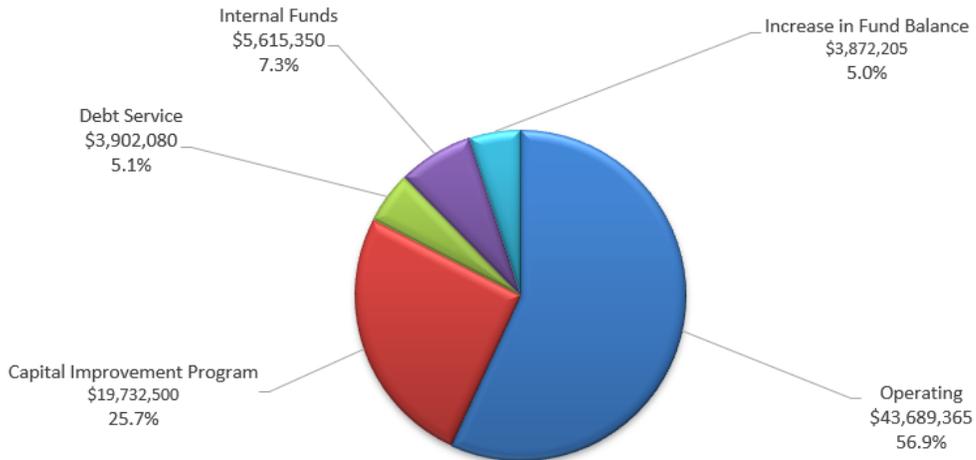
Conclusion

The District's high level of service and competitive rates reflect its highly efficient and customer-oriented staff. The District is fortunate to have a very talented and dedicated workforce. The District is firmly committed to meeting every challenge brought forth while building a premier organization. This budget enables us to continue to move forward in meeting those challenges. By continuing to follow the budget policy set forth by the District, we will continue to deliver the highest level of service hopefully for the next 100 years, and beyond.

Total Revenues \$76,811,500



Total Expenditures \$76,811,500



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**SUMMARY AND COMMENTS
FISCAL YEAR 2020 BUDGET**

Budget Summary – All Funds (Sewer Service and Capacity Funds)

	Budget FY 2019	Estimated Actual FY 2019	Proposed Budget FY 2020	% Change
Total Revenues				
Sewer Service Charges	\$57,016,142	\$58,250,000	\$60,099,000	5.4
Capacity Fees	16,211,521	14,238,350	13,567,000	(16.3)
Work Group Revenues	1,326,550	1,264,672	1,283,500	(3.2)
Interest	650,000	2,000,000	1,350,000	107.7
Other	250,000	1,294,800	512,000	104.8
SRF Loan Proceeds	0	0	0	0
Total Revenues	\$75,454,213	\$77,047,822	\$76,811,500	1.8
Total Expenditures				
Operating	\$39,902,746	\$39,532,067	\$43,689,365	9.5
Capital Projects (90%)	9,292,500	7,200,000	19,732,500	112.3
Debt Service	3,902,080	3,902,080	3,902,080	0.0
Special Projects	1,410,000	840,005	4,354,600	208.8
Other Internal Funds	1,872,501	1,706,201	1,260,750	(32.7)
Total Expenditures	\$56,379,827	\$53,180,353	\$72,939,295	29.4
Revenues in Excess of Expenditures – To Reserves	\$19,074,386	\$23,867,469	\$3,872,205	(79.7)

Proposed Combined Budget – Sewer Service and Capacity Funds

	Sewer Service Fund (Incl Fund 80)	Capacity Fund (Fund 90)	Total
Total Revenues			
Sewer Service Charges	\$60,099,000	\$0	\$60,099,000
Capacity Fees	0	13,567,000	13,567,000
Work Group Revenues	1,283,500	0	1,283,500
Interest	850,000	500,000	1,350,000
Other	387,000	125,000	512,000
SRF Loan Proceeds	0	0	0
Total Revenues	\$62,619,500	\$14,192,000	\$76,811,500
Total Expenditures			
Operating	\$43,689,365	\$0	\$43,689,365
Capital Projects (90%)	12,132,000	7,600,500	19,732,500
Debt Service	2,785,617	1,116,463	3,902,080
Special Projects	4,354,600	0	4,354,600
Other Internal Funds	1,260,750	0	1,260,750
Total Expenditures	\$64,222,332	\$8,716,963	\$72,939,295
Revenues in Excess of Expenditures – To Reserves	(\$1,602,832)	\$5,475,037	\$3,872,205

SEWER SERVICE FUND

The FY 2020 budget for the Sewer Service Fund is presented below:

	Budget FY 2019	Estimated Actual FY 2019	Proposed Budget FY 2020	% Change
Total Revenues				
Sewer Service Charges	\$57,016,142	\$58,250,000	\$60,099,000	5.4
Work Group Revenues	1,326,550	1,264,672	1,283,500	(3.2)
Interest	375,000	1,000,000	850,000	126.7
Other	125,000	1,169,800	387,000	209.6
SRF Loan Proceeds	0	0	0	0
Total Revenues	\$58,842,692	\$61,684,472	\$62,619,500	6.4
Total Expenditures				
Operating	\$39,902,746	\$39,532,067	\$43,689,365	9.5
Capital Projects (90%)	6,142,500	5,100,000	12,132,000	97.5
Debt Service	2,785,617	2,785,617	2,785,617	0.0
Special Projects	1,410,000	840,005	4,354,600	208.8
Other Internal Funds	1,872,501	1,706,201	1,260,750	(32.7)
Total Expenditures	\$52,113,364	\$49,963,890	\$64,222,332	23.2
Revenues in Excess of Expenditures – To Reserves	\$6,729,328	\$11,720,582	(\$1,602,832)	(123.8)

REVENUES: Revenues in the Sewer Service Fund are anticipated to increase 5.4% in comparison to the FY 2019 budget. With respect to the estimated actual amounts for FY 2019, the FY 2020 budget is 3.2% more. Each of the individual revenue elements is discussed below:

Sewer Service Charges: The principal revenue source for the Sewer Service Fund is the annual Sewer Service Charges, estimated to be just over \$60 million in FY 2020. This is 5.4% more than the prior year's budget amount. For the last two years the budget estimate has been based on a new wastewater rate and cost of service study, resulting in the adoption of a five-year rate plan in January 2016, pursuant to the requirements of Proposition 218. The existing annual sewer service charge for Single Family Dwellings (SFD) will increase from \$407.12 in FY 2019 to \$421.37 in FY 2020 (an increase of 3.5%), and the annual Multi-family Dwelling rate will increase from \$352.97 in FY 2019 to \$365.32 in FY 2020 (also an increase of 3.5%). Residential rates account for 73.41% of total sewer service charge revenues. For non-residential customers, rates are calculated annually using flow based on water usage and sewage strength.

Work Group Revenues: These revenues consist of things like field inspection fees, plan check fees, permits, external work orders, and services provided to the City of Fremont's Urban Runoff program. Because these items tend to vary based on external demands, anticipated revenues are typically estimated in a conservative manner. The FY 2020 budget estimate is \$43,050 (3.2%) lower than the prior year's budget amount.

Interest: Interest income is expected to increase 126.7% from the FY 2019 budget amount. This change is based on new, high yield investment instruments being added to the portfolio and strong returns projected based on a strong economy. All indications are that the Federal Reserve will keep interest rates flat rates even if the overall economy continues to strengthen.

Other: Other revenues consist of rebates from the Self-Generation Incentive Program (SGIP) administered by the California Public Utilities Commission (CPUC) related to cogeneration and other miscellaneous income, including the sale of surplus equipment. This item is expected to increase by 209.6% from the FY 2019 budget amount, primarily because of the end of the PG&E solar rebate program which impacted last year.

SRF Loan Proceeds: Although the State Revolving Fund (SRF) has been, and will likely continue to be, an ongoing source of funding for District capital needs, no SRF loan proceeds are anticipated to be received in FY 2020.

EXPENDITURES: Expenditures in the Sewer Service Fund are anticipated to increase 23.2% in comparison to the FY 2019 budget. Each of the individual expenditure elements is discussed below:

Operating: Operating expenditures are those required for the day-to-day operations of the District, including maintenance, regulatory activities, engineering, and administration. Operating expenditures are estimated to increase 9.5% in FY 2020. Of that increase, 9.0% is due primarily to salaries and benefits adjustments in accordance with the District’s Memorandum of Understanding (MOU) with its classified employees, performance-based merit increases for the Unclassified staff, and increased California Public Employees’ Retirement System (CalPERS) contributions.

Below is additional information about the components of salaries and benefits:

	Budget FY 2019	Proposed Budget FY 2020	Dollar Change	% Change
Wages	\$17,198,665	\$18,396,408	\$1,197,743	7.0
CalPERS Contributions	4,433,146	5,432,246	999,100	22.5
Workers’ Compensation	314,142	322,808	8,666	2.8
Other (Medical, Medicare)	3,758,768	3,858,369	99,601	2.6
Vacancy Factor (2%)	(508,028)	(552,952)	(44,924)	8.8
Total Salaries and Benefits	\$25,196,693	\$27,456,879	\$2,260,186	9.0

Increased payments to CalPERS are the result of both increased wages an increase in the CalPERS contribution rate, from 25.359% in FY 2019 to 29.203% in FY 2020, resulting in a 22.5% overall increase in payments to CalPERS. Workers’ compensation costs have increased because of increased wages (upon which workers’ compensation premiums are based) and an anticipated 5% rate increase. Medical amounts are increasing in accordance with the MOU. Consistent with prior years, salaries and benefits include a 2% vacancy factor, in recognition of the fact that vacancies occur throughout the year and are not immediately refilled.

Below is information about the Fund 20 components of Operating expenditures, which include salaries and benefits:

Work Group	Budget FY 2019	Estimated Actual FY 2019	Proposed Budget FY 2020	% Change
Board of Directors	\$ 179,111	\$ 168,685	\$ 179,176	0.04
General Manager	1,043,506	933,668	1,066,367	2.2
Business Services	3,762,036	3,581,223	4,342,142	15.4
Collection Services	6,888,192	6,784,531	7,316,485	6.2
Technical Services	6,354,451	6,087,921	6,639,720	4.5
Treatment & Disposal Services	10,444,839	10,382,197	11,299,505	8.2
EBDA	1,581,000	1,233,000	1,614,002	2.0
Fabrication, Maintenance, and Construction	8,264,515	8,500,202	8,837,462	6.9
Non-Departmental	652,008	679,457	910,506	39.7
Total Operating Expenditures	\$39,169,658	\$38,350,884	\$42,205,365	7.8

Salaries and benefits account for 65.1% of total operating expenditures in FY 2020 (up slightly from 64.5% in FY 2019). In addition to salary and benefit increases discussed above, some of the other reasons for the 7.8% increase in operating expenditures are as follows:

- Actual costs for Districtwide accounts (telephones, training, insurance premiums and other miscellaneous items) are projected to increase
- Treatment & Disposal is projecting significant increases in chemical and energy costs associated with treatment processes
- Fabrication, Maintenance, and Construction expects to incur additional costs due to increased maintenance needs for aging infrastructure, the purchase of standby pumps as a contingency plan for a force main or pump station outage, and utility rate increases from Alameda County Water District (ACWD) and PG&E

District-wide training, property insurance, and telephones, that benefit the entire District, not just one or two individual work groups were placed into a Non-Departmental category in FY 2018. This change will remain in effect and has been beneficial in tracking District-wide expenses. The FY 2020 budget continues to reflect this change.

Districtwide training is anticipated to increase as it remains a pillar in the District’s strategic planning efforts.

Capital Projects: This line item is discussed separately later in this document.

Debt Service: This line item is discussed separately later in this document.

Special Projects: This line item includes non-routine expenditures for things like one-time studies, hiring consultants, and new programs where the long-term financial impact, if any, is not known.

A detailed listing of Special Projects is included later in this document.

Other Internal Funds: These are separate components of the Sewer Services Fund that account for renewals and replacements of vehicles, equipment and technology. Below is detailed information about this line item:

	Budget FY 2019	Estimated Actual FY 2019	Proposed Budget FY 2020	% Change
Renewal & Replacement – Vehicles and Equipment (Fund 50)	\$660,201	\$660,201	\$153,050	(76.8)
Renewal & Replacement – Information Systems (Fund 60)	712,300	746,000	857,700	20.4
Renewal & Replacement – Plant and Pump Station (Fund 70)	500,000	300,000	250,000	(50.0)
Total Other Funds	\$1,879,501	\$1,706,201	\$1,260,750	(39.9)

- **Renewal & Replacement – Vehicles and Equipment:** Vehicles and equipment that are scheduled to be replaced due to age or obsolescence are purchased through this fund. The provision is now based on a conditional assessment/age specific replacement schedule and expenditure projection. The vehicles scheduled for replacement in FY 2020 are as follows (no equipment is included in the plan this year):

Vehicles:	
ARV Support Truck	\$125,000
Construction Inspector’s Vehicle	28,050
Total Vehicles	\$153,050
Equipment:	
No Equipment in FY20	\$0
Total Vehicles and Equipment	\$153,050

As noted in the table above, two vehicles were approved for purchase in FY 2020 and no equipment purchases are planned. Therefore, estimated actual expenditures in FY 2020 are significantly less than the FY 2019 budget amount.

- **Renewal & Replacement – Information Systems:** The FY 2020 budget for Information Systems renewal and replacement consists of the following:

Hardware (Desktops, Switches, Servers, Routers, etc.)	\$367,700
SharePoint Upgrade	125,000
IT Various Projects (Eg. CMMS, ECMS and LIMS updates)	125,000
Replace Non-Residential Billing (NRB) Program	100,000
GIS – Various	90,000
Remote Site Security Keypads	50,000
Total Information Systems	\$857,700

- **Renewal & Replacement – Plant and Pump Station:** Plant and pump station renewals and replacements anticipated in FY 2020 consist of the following:

12" Portable Pump	130,000
Unplanned Maintenance	90,000
(4) Samplers	30,000
Total Plant and Pump Station	\$250,000

Sewer Service Fund Reserves: In accordance with debt covenants and District Policy No. 2090, "Reserves, Allocations and Fund Balance," the District maintains several reserves in the Sewer Service Fund. In FY 2020, approximately \$1.6 million is anticipated to be transferred from reserves. This is planned based on projected CIP needs and is expected to continue for at least the next five to seven years but is not considered a concern. A summary of the various reserve/allocation budgets for FY 2020 is shown in the following table:

Reserve/Allocation Descriptions	Proposed Budget FY 2020
Cash Flow	\$21,844,683
Structural Renewal & Replacement	44,178,000
Emergency	5,750,000
Short Term Liquidity	5,000,000
SRF Loan Contingency	3,902,080
Liability Insurance	1,000,000
Information Systems Renewal & Replacement	857,700
Industrial Customer Stabilization	500,000
Vehicle & Equipment Renewal & Replacement	153,050
Total Reserves/Allocations – Sewer Service Fund	\$83,185,513

A description of each reserve and its target funding level is as follows:

- **Cash Flow** – Sewer Service Charge revenues are collected by the Alameda County Tax Collector's Office and remitted to the District in two major installments in April and December of each year. For the District to pay its ongoing expenditures throughout the year, it reserves between three and six months (25-50%) of gross operating expenditures at the start of each fiscal year.
- **Structural Renewal & Replacement** – To maintain the ability to renew and replace infrastructure, this reserve is funded at the average annual renewal/replacement capital costs based on the 10-year CIP. This is a conservative approach.

- **Emergency** – In order to help mitigate the financial impacts of an emergency or catastrophic event, the District has an Emergency Reserve. The target for FY 2020 is \$5.75 million.
- **Industrial Customer Stabilization**- The District has several Significant Industrial Users (SIUs). This reserve allows the District to implement appropriate responses and actions should one or more of these SIUs significantly scale back or cease operations unexpectedly, resulting in a rapid loss of revenue to the District.
- **SRF Loan Contingency** – The District is eligible to apply for low interest rate loans through the State of California to finance capital projects. A requirement of these loans is the establishment and maintenance of a contingency reserve that is defined in the loan documents. The reserve balance is set at the amount required in the loan documents, typically one annual payment per loan.
- **Short-Term Liquidity** – The District maintains a minimum amount of immediately available funds, to cover the rolling 6-month average monthly payroll, plus a rolling 6-month average of the monthly accounts payable, held in a local bank account, in cash deposits.
- **Liability Insurance** – The District is a member of and purchases liability insurance from the California Sanitation Risk Management Association (CSRMA). The deductible of \$500,000 reduces the amount of premiums charged to the District. In order to account for an event that is either not covered by insurance or under the deductible amount, the District reserves two times the annual deductible amount, based on claims history.
- **Information Systems Renewal & Replacement** – To maintain the ability to replace computer hardware and software, this fund is allocated at the actual planned annual information systems renewal/replacement costs, plus approved carry over from the previous year.
- **Vehicle & Equipment Renewal & Replacement** – To maintain the ability to replace the District’s fleet and major equipment, this fund is allocated at the actual planned annual equipment renewal/replacement costs, plus approved carry over from the previous year.

CAPACITY FUND

The FY 2020 budget for the Capacity Fund is presented below:

	Budget FY 2019	Estimated Actual FY 2019	Proposed Budget FY 2020	% Change
Total Revenues				
Capacity Fees	\$16,211,521	\$14,238,350	\$13,567,000	(16.3)
Interest	275,000	1,000,000	500,000	81.8
Other	125,000	125,000	125,000	0.0
SRF Loan Proceeds	0	0	0	0.0
Total Revenues	\$16,611,521	\$15,363,350	\$14,192,000	(14.6)
Total Expenditures				
Capital Projects (90%)	\$3,150,000	\$2,100,000	\$7,600,500	141.3
Debt Service	1,116,463	1,116,463	1,116,463	0.0
Total Expenditures	\$4,266,463	\$3,216,463	\$8,716,963	104.3
Revenues in Excess of Expenditures – To Reserves	\$12,345,058	\$12,146,887	\$5,475,037	(55.6)

REVENUES: Revenues in the Capacity Fund are anticipated to decrease 14.6% in comparison to the FY 2019 budget. Each of the individual revenue elements is discussed below:

Capacity Fees: The principal revenue source for the Capacity Fund is Capacity Fees, estimated to be \$13.57 million in FY 2020. These fees are collected in accordance with the provisions of California Assembly Bill (AB) 1600 and are intended to mitigate the impacts of new development. In the case of the District, these fees are collected from new development as a requirement of connecting to the sewer system. As such, they can only be used for capital projects that increase the system's capacity to serve that new development. The last several years have seen significant new development in the Tri-Cities area of Fremont, Newark, and Union City. The pace of that development is expected to slow in FY 2020, resulting in a reduced revenue estimate as compared to FY 2019 actual. Pursuant to Ordinance No. 35.22, based on a capacity fee study and adopted by the Board in April 2016, capacity fees will increase annually through FY 2020. Capacity fees for Single Family Dwellings (SFD) will increase from \$8,072 in FY 2019 to \$8,898 in FY 2020 (an increase of 10.2%), and capacity fees for Multi-family Dwellings will increase from \$6,919 in FY 2019 to \$7,627 in FY 2020 (also an increase of 10.2%).

Interest: Interest income is expected to increase 81.8% from the FY 2019 budget amount and decrease 50% from the FY 2019 estimated actual amount. This overall increase is based on new, high yield investment instruments being added to the portfolio and strong returns projected based on a strong economy.

Other: Other revenues consist of rebates from the Self-Generation Incentive Program (SGIP) administered by the California Public Utilities Commission (CPUC) related to cogeneration.

SRF Loan Proceeds: Although the State Revolving Fund (SRF) has been, and will likely continue to be, an ongoing source of funding for District capital needs, no SRF loan proceeds are anticipated to be received in FY 2020.

EXPENDITURES: Expenditures in the Capacity Fund are anticipated to increase 104.3% in comparison to the FY 2019 budget. This is attributable to increased spending on capital projects. Debt service may also increase accordingly; however, funding sources have not yet been identified. These items are discussed in more detail later in this document.

Capacity Fund Reserves: In FY 2020, approximately \$5.5 million is anticipated to be transferred to reserves. Because Capacity Fees are collected in accordance with AB 1600, they are subject to regulatory restriction. As a result, \$69,093,531 is restricted for use on capital projects that increase the District’s capacity to serve new development.

CAPITAL PROJECTS

Capital projects are accounted for in the Sewer Service Fund (Structural Renewal and Replacement [Fund 80]) and the Capacity Fund (Fund 90). The District adopts a 20-year Capital Improvement Plan (CIP) each year in conjunction with the adoption of the annual operating budget. Actual appropriations are established at 90% of the CIP amount for that year. Although spending for capital projects is anticipated to be higher in FY 2020 than in the prior year, it is also expected to continue to increase substantially over the next five years, as the result of the Plant Master Planning efforts. Through FY 2029, the CIP includes projects totaling over \$644.4 million. By FY 2039, this amount will grow to \$1.09 billion.

Below is information about capital projects spending for FY 2019 and FY 2020:

	Budget FY 2019	Estimated Actual FY 2019	Proposed Budget FY 2020	% Change
Sewer Service Fund – Structural Renewal and Replacement	\$6,142,500	\$5,100,000	\$12,132,000	97.5
Capacity Fund	3,150,000	2,100,000	7,600,500	141.3
Total Capital Projects	\$9,292,500	\$7,200,000	\$19,732,500	112.3

Key elements of the FY 2020 capital improvement program include *design* of the following projects:

- **Master Plan Projects** – Various concurrent and phased projects to rehabilitate and leverage existing assets and facilities associated with the activated sludge treatment process.
- **Centrifuge Building Improvements** – Various rehabilitation and improvement projects associated with final solids handling, odor control and conveyance systems at the centrifuge building in the treatment plant.
- **Cherry Street Pump Station** – Analysis and design of capacity upgrades to the existing pump station in support of local development.
- **Digester No. 2 Inspection and Rehab** -This project will include inspection and analysis of the exact condition of existing Digester No.2 and provide design for rehabilitation of the structure to maintain existing solids handling capacity.
- **WAS Thickeners Replacement**– This project will replace the existing WAS thickeners to maintain existing solids handling capacity and provide improved treatment.

Key elements of the FY 2020 capital improvement program include **construction** of the following projects:

- **Digester No. 7** – The Plant Solids Capacity/Assessment Study identified a need for reliable solids capacity in the primary digester system and recommended the District construct new Primary Digester No. 7.
- **Standby Power Generation System Upgrade** – The plant’s standby diesel generators are at the end of their useful lives, and the generator controls are obsolete and complicated to update and maintain. This project will replace the existing equipment with new generators and updated controls.
- **Alvarado Influent Pump Station Improvements** – This project will replace the station’s wastewater pumps, variable frequency drives (VFDs), and electrical switchboard because they are at the end of their useful lives, and replacement parts are difficult to obtain because of lack of availability of original equipment and manufacturers’ support.
- **Emergency Outfall Outlet Improvements (Depending on Site Conditions)** – The study and environmental impacts assessment for improvements to the Old Alameda Creek Outfall, potentially enabling the District to enhance our existing State Water resources Control Board discharge permit.
- **Force Main Corrosion Repairs, Phase 3** – The project consists of removing and replacing manways and appurtenances of air release valves, blow offs and access manways; welding new steel components; sandblasting and painting / coating existing and new components; implementing biological control measures / BMPs and site restoration; access improvements to three sites; and bollard improvements and other miscellaneous repairs throughout the District’s service area.
- **Headworks Screens Replacement** – This project will install new mechanical bar screens at the Headworks Building to improve removal of debris from the wastewater prior to the plant’s downstream processes, and to restore capacity and redundancy of the system.
- **Gravity Sewer Rehab/Replacement at Various Locations throughout the Tri-Cities** – The project will install full-length cured-in-place pipe (CIPP) lining of damaged sewer mains at several locations in the District’s service area.

DEBT SERVICE

Debt service is related to capital projects and is accounted for in the Sewer Service Fund (Structural Renewal and Replacement [Fund 80]) and the Capacity Fund (Fund 90). The District has nine outstanding loans from the State Water Resources Control Board’s Clean Water State Revolving Fund (SRF). Details about debt service payments are presented below:

Related Project	Sewer Service Fund – Structural Renewal and Replacement		Capacity Fund		Total Debt Service – FY 2020	Maturity Date
	FY 2019	FY 2020	FY 2019	FY 2020		
Irvington Equalization	\$ 681,123	\$ 681,123	\$ 227,041	\$ 227,041	\$ 908,164	8/30/2023
Willow/Central Avenue	108,385	108,385	0	0	108,385	11/16/2027
Lower Hetch Hetchy	139,634	139,634	0	0	139,634	11/17/2028
Newark Pump Station	342,703	342,703	342,702	342,702	685,405	1/26/2030
Cedar Blvd. Corridor Rehab.	127,349	127,349	0	0	127,349	2/26/2030
Primary Clarifier Rehab.	442,337	442,337	147,446	147,446	589,783	1/15/2033
Substation 1	157,327	157,327	0	0	157,327	2/28/2032
Boyce Road Lift Station	205,532	205,532	205,532	205,532	411,064	7/31/2033
Thickener Control Building	581,227	581,227	193,742	193,742	774,969	3/31/2037
Total Debt Service	\$2,785,617	\$2,785,617	\$1,116,463	\$1,116,463	\$3,902,080	

SPECIAL PROJECT EXPENDITURES

DESCRIPTION	Adopted Budget FY19	Estimated Actual FY19	Estimated Carryover	New \$ (Provision)	Proposed Budget FY20
Administrative & Regulatory					
Anticipated Biosolids Coalition Membership Dues	\$25,000	\$0	\$25,000	\$0	\$25,000
Anticipated Election Costs (Fremont, Newark & Union City; 164,200 registered voters)	0	0	0	820,600	820,600
GIS JPA	27,000	27,000	0	27,000	27,000
IBB Labor Negotiations Facilitation	20,000	305	0	0	0
Public Outreach Programs	100,000	81,000	19,000	131,000	150,000
Public Information Program	90,000	51,000	39,000	36,000	75,000
Property Acquisition	0	0	0	1,500,000	1,500,000
Recruitment	0	0	0	30,000	30,000
Sub-Total Administrative & Regulatory	\$262,000	\$159,305	\$83,000	\$2,544,600	\$2,627,600
Studies & Other					
Air Permitting Consultant Assistance	50,000	0	0	0	0
Alvarado Sub-Surface Investigation (Plant Groundwater Monitoring)	10,000	5,933	4,067	3,933	8,000
Financial Master Plan	25,000	10,000	15,000	10,000	25,000
Forcemain Condition Assessment	10,000	4,094	5,906	24,094	30,000
IT Master Plan	200,000	86,000	114,000	0	114,000
Lateral Pilot Program - Condition Assessment	25,000	14,775	0	0	0
Local Limits Study	10,000	0	0	0	0
MBR Pilot Program	100,000	0	0	0	0
Newark Basin Master Plan/PACP Update	225,000	255,751	0	30,000	30,000
Odor Control Alternatives Studies	100,000	171,637	0	50,000	50,000
Plant Asset Condition Assessment Update	50,000	23,689	0	0	0
Plant Master Plan	100,000	100,000	0	75,000	75,000
Plant Solids System/Capacity Assessment	0	8,821	0	0	0
Seismic Evaluation	8,000	0	0	0	0
Treatment Plant IT Network Master Plan	135,000	0	130,000	0	130,000
Water Reclamation Pilot Program (Fill Station)	100,000	0	0	0	0
ACWD/SFPUC Joint Reclaimed Water Study	0	0	0	95,000	95,000
Capacity Fee Study	0	0	0	50,000	50,000
CIP Front End Specs Update	0	0	0	100,000	100,000
Cogen Options Evaluation	0	0	0	150,000	150,000
Cost of Service Analysis (COSA)	0	0	0	85,000	85,000
Forcemain Geotech Investigation at Alameda Creek	0	0	0	100,000	100,000
Irvington Basin MP Update	0	0	0	60,000	60,000
Odor Control Pilot Study	0	0	0	250,000	250,000
Old Alameda Creek Report of Waste Discharge (ROWD)	0	0	0	300,000	300,000
Pump Stations Odor Control Study	0	0	0	75,000	75,000
Sub-Total Studies & Other	1,148,000	680,700	268,973	1,458,027	1,727,000
Total Special Projects	\$1,410,000	\$840,005	\$351,973	\$4,002,627	\$4,354,600

**Annual Contract Purchases of Supplies, Services, and Vehicle and
Equipment Renewal /Replacement
Over \$100,000
for Fiscal Year 2020**

	<i>Estimated Expenditure</i>
Supplies:	
Sodium Hypochlorite, 1-year contract with successful bidder	\$686,000
Ferrous Chloride, 1-year contract with successful bidder	547,000
Hydrogen Peroxide, 1-year contract with Evoqua	487,000
Polymer, emulsion, 2-year contract with 3 optional 1-year renewals	454,000
Polymer, mannich, 2-year contract with 3 optional 1-year renewals	106,000
Total Supplies	\$2,280,000
Services:	
CalPERS Retirement contribution payments for employees	\$5,412,301
State Water Resources Control Board - Debt payments for nine SRF loans	3,902,080
CalPERS Medical - payments for employee coverage	3,515,632
PG&E - Alvarado site (\$1,500,000) and Newark P.S. (\$245,000)	1,745,000
EBDA Operations & Maintenance payments	1,614,002
Biosolids, year four of five with Synagro	929,000
OPEB Retiree Medical Trust payments (ADC)	908,022
Gas Media, 2-year contract with HydroChemPSC	378,500
Insurance (Property & Contents, Fleet, General Liability)	323,500
Musgraves Consulting LLC contract for Business Services	180,000
DGS natural gas service, PG&E billed through DGS	160,000
Grit screening and disposal, 1-year contract	110,000
Total Services	\$19,178,037
Vehicle and Equipment Renewal/Replacement:	
12" portable pump	\$130,000
Total Vehicles & Equipment	\$130,000

**UNION SANITARY DISTRICT 20-Year CIP
FISCAL YEARS 2020-2039 (Figures x \$1,000)**

Fund	%	Rank	Status	Project Name	FY20	FY21	FY22	FY23	FY24	FY25	FY26	FY27	FY28	FY29	10-Year Total	FY30	FY31	FY32	FY33	FY34	FY35	FY36	FY37	FY38	FY39	20-Year Total		
ADMINISTRATIVE FACILITIES																												
800		3		Additional CS (Vehicle) Storage										250	250												250	
800		1	Prog/Des	Campus Buildings (Admin, FMC, Ops)	500	10,400	42,100	19,400							72,400												72,400	
800		1		Field Ops Bldg. Sismic Upgrade and Leak Repairs						200	1,500	1,600			3,300											3,300		
800		3		FMC Storage					300						300											300		
800		3	Des/Constr	Plant Paving	200		250				300		200		950	200		200		200			200		200	1,950		
800		2		Radio Repeater Antenna Replacement										150	150											150		
800	50	3		Solar Panels/Inverters Replacement at Alvarado											0					150						150		
900	50	3		Solar Panels/Inverters Replacement at Alvarado											0					150						150		
800	50	2		Solar Panels/Inverters Replacement at Carport		50									50		300									350		
900	50	2		Solar Panels/Inverters Replacement at Carport		50									50		300									350		
800	50	2		Solar Panels/Inverters Replacement at Irvington			150								150			900								1,050		
900	50	2		Solar Panels/Inverters Replacement at Irvington			150								150			900								1,050		
Total for ADMINISTRATIVE FACILITIES					700	10,500	42,650	19,400	300	200	300	1,500	1,800	400	77,750	200	600	2,000	0	500	0	200	0	200	0	81,450		
Total Priority 1 Administrative Facilities					500	10,400	42,100	19,400	0	200	0	1,500	1,600	0	75,700	0	0	0	0	0	0	0	0	0	0	0	75,700	
Total Priority 2 Administrative Facilities					0	100	300	0	0	0	0	0	150	550	0	600	1,800	0	0	0	0	0	0	0	0	0	2,950	
Total Priority 3 Administrative Facilities					200	0	250	0	300	0	300	0	200	250	1,500	200	0	200	0	500	0	200	0	200	0	0	2,800	
Total Fund 800 - Administrative Facilities					700	10,450	42,500	19,400	300	200	300	1,500	1,800	400	77,550	200	300	1,100	0	350	0	200	0	200	0	0	79,900	
Total Fund 900 - Administrative Facilities					0	50	150	0	0	0	0	0	0	200	0	300	900	0	150	0	0	0	0	0	0	0	1,550	
COLLECTION SYSTEM																												
800		2		Cast Iron/Pipe Lining		500		500		500		500		500	2,500		500		500		500		500			4,500		
800		1	Design	Central Avenue Sanitary Sewer Relocation	50	1,000									1,050											1,050		
800		2	Design	Gravity Sewer Rehab/Replacement	1,500		1,500		1,500		1,500		1,500		7,500	1,500		1,500		1,500		1,500		1,500		15,000		
800		1		RCP Sewer Rehab (Alvarado Basin)						350	3,500				3,850											3,850		
800		1		RCP Sewer Rehab (Irvington Basin)			300	3,000							3,300											3,300		
800		1		RCP Sewer Rehab (Newark Basin)								350	3,500		3,850											3,850		
900		3		Stevenson at Davis St.								200	1,500		1,700											1,700		
Total for COLLECTION SYSTEM					1,550	1,500	1,800	3,500	1,500	850	5,000	1,050	6,500	500	23,750	1,500	500	1,500	500	1,500	500	1,500	500	1,500	0	33,250		
Total Priority 1 Collection System					50	1,000	300	3,000	0	350	3,500	350	3,500	0	12,050	0	0	0	0	0	0	0	0	0	0	0	12,050	
Total Priority 2 Collection System					1,500	500	1,500	500	1,500	500	1,500	500	1,500	500	10,000	1,500	500	1,500	500	1,500	500	1,500	500	1,500	500	1,500	0	19,500
Total Priority 3 Collection System					0	0	0	0	0	0	0	200	1,500	0	1,700	0	0	0	0	0	0	0	0	0	0	0	1,700	
Total Fund 800 - Collection System					1,550	1,500	1,800	3,500	1,500	850	5,000	850	5,000	500	22,050	1,500	500	1,500	500	1,500	500	1,500	500	1,500	500	1,500	0	31,550
Total Fund 900 - Collection System					0	0	0	0	0	0	0	200	1,500	0	1,700	0	0	0	0	0	0	0	0	0	0	0	0	1,700
TRANSPORT SYSTEM																												
800	50	2		Alameda Creek Crossing Lift Station										250	250	2,500	1,500									4,250		
900	50	2		Alameda Creek Crossing Lift Station										250	250	2,500	1,500									4,250		
800		2	Constr	Cathodic Protection Improvements - Transport	300		500			150			150		1,100		150			150				150		1,550		
900		1	Design	Cherry St. PS	400	1,400	1,200								3,000											3,000		
900		2		Equalization Storage @ Irvington								75	250	550	875											875		
900		2		Equalization Storage @ Newark								1,500	4,600	10,800	16,900											16,900		
800		1	Constr	Forcemain Corrosion Repairs - Phase 3	500	500									1,000											1,000		
800		1		Forcemain Corrosion Repairs - Phase 4		500	500								1,050											1,050		
800		3		Forcemain Rehabilitation											0		1,000	13,000	13,000	13,000	13,000					53,000		

**UNION SANITARY DISTRICT 20-Year CIP
FISCAL YEARS 2020-2039 (Figures x \$1,000)**

Fund	%	Rank	Status	Project Name	FY20	FY21	FY22	FY23	FY24	FY25	FY26	FY27	FY28	FY29	10-Year Total	FY30	FY31	FY32	FY33	FY34	FY35	FY36	FY37	FY38	FY39	20-Year Total	
800		3		Hayward Marsh Decommissioning		100	1,000								1,100											1,100	
800	50	2		Irvington PS Pumps and VFDs					425	2,050	900				3,375											3,375	
900	50	2		Irvington PS Pumps and VFDs					425	2,050	900				3,375											3,375	
800	50	2		Newark and Irvington PS Chemical System Impr	100	1,050	1,600								2,750											2,750	
900	50	2		Newark and Irvington PS Chemical System Impr	100	1,050	1,600								2,750											2,750	
800	50	2		Newark PS Pumps and VFDs								550	2,500	1,050	4,100											4,100	
900	50	2		Newark PS Pumps and VFDs								550	2,500	1,050	4,100											4,100	
800		3		Pump Station Asset Condition Assessment R&R				2,150		3,850	1,000	200			7,200	4,750				100	5,900		10,250			28,200	
800		3		Transport System Misc. Projects		250	250	250	250	250	250	250	250	250	2,250	250	250	250	250	250	250	250	250	250	250	250	4,750
800	50	1	Planning	Wet Weather Flow Management	500	300									800											800	
900	50	1	Planning	Wet Weather Flow Management	500	300									800											800	
Total for TRANSPORT SYSTEM					2,400	5,500	6,650	2,400	1,100	8,350	3,050	3,125	10,250	14,200	57,025	5,000	6,400	16,250	13,250	13,500	19,150	250	10,650	250	250	141,975	
Total Priority 1 Transport System					1,900	3,050	1,700	0	0	0	0	0	0	0	6,650	0	0	0	0	0	0	0	0	0	0	0	6,650
Total Priority 2 Transport System					500	2,100	3,700	0	850	4,250	1,800	2,675	10,000	13,950	39,825	0	5,150	3,000	0	150	0	0	150	0	0	0	48,275
Total Priority 3 Transport System					0	350	1,250	2,400	250	4,100	1,250	450	250	250	10,550	5,000	1,250	13,250	13,250	13,350	19,150	250	10,500	250	250	87,050	
Total Fund 800 - Transport System					1,400	2,750	3,850	2,400	675	6,300	2,150	1,000	2,900	1,550	24,975	5,000	3,900	14,750	13,250	13,500	19,150	250	10,650	250	250	105,925	
Total Fund 900 - Transport System					1,000	2,750	2,800	0	425	2,050	900	2,125	7,350	12,650	32,050	0	2,500	1,500	0	0	0	0	0	0	0	0	36,050
Fund	%	Rank	Status	Project Name	FY20	FY21	FY22	FY23	FY24	FY25	FY26	FY27	FY28	FY29	10-Year Total	FY30	FY31	FY32	FY33	FY34	FY35	FY36	FY37	FY38	FY39	20-Year Total	
TREATMENT PLANT																											
900		2	Des/Costr	Aeration Blower 11 and East Blower Bldg Improveme	400	1,900	2,000								4,300												4,300
800	50	2		Aeration Internal Lift Pumps			250	1,250							1,500												1,500
900	50	2		Aeration Internal Lift Pumps			250	1,250							1,500												1,500
800	50	2	Constr	Alvarado Influent PS Improvements-Phase 1	2,100	2,100									4,200											4,200	
900	50	2	Constr	Alvarado Influent PS Improvements-Phase 1	2,100	2,100									4,200											4,200	
800		2		Alvarado Influent PS Improvements-Phase 2				500	3,400						3,900											3,900	
800		2	Des/Constr	Alvarado Influent Valve Box Gate Valves 1-2	100	700									800											800	
800		2	Des/Constr	Cathodic Protection Improvements - Plant	75	900			500		150		150		1,775	150		150		150		150		150		2,525	
800	50	2	Design	Centrifuge Building Improvements	200	1,900	1,200								3,300											3,300	
900	50	2	Design	Centrifuge Building Improvements	200	1,900	1,200								3,300											3,300	
800	50	2		Centrifuge Replacement			350	500	3,700	3,700					8,250											8,250	
900	50	2		Centrifuge Replacement			350	500	3,700	3,700					8,250											8,250	
800		2		Centrifuge System Equipment Replacement				600	2,400	2,400					5,400											5,400	
800	50	1		Cogen Engine No. 1 60K Block Replacement						550					550				650							1,200	
900	50	1		Cogen Engine No. 1 60K Block Replacement						550					550				650							1,200	
800	50	1		Cogen Engine No. 2 60K Block Replacement			500								500	600							750			1,850	
900	50	1		Cogen Engine No. 2 60K Block Replacement			500								500	600							750			1,850	
800	50	2		Cogen Retrofit								100	1,000		1,100											1,100	
900	50	2		Cogen Retrofit								100	1,000		1,100											1,100	
800		2		Contact Tank Improvements	250										250											250	
800		2		Control Box No. 1 Improvements								650	4,400	1,950	7,000											7,000	
800		2		Degritter Building Roof (Seismic) Replacement											0	600	3,400	1,400								5,400	
800	50	2		Degritting at Headworks and Improvements								950	5,400	2,300	8,650											8,650	
900	50	2		Degritting at Headworks and Improvements								950	5,400	2,300	8,650											8,650	

**UNION SANITARY DISTRICT 20-Year CIP
FISCAL YEARS 2020-2039 (Figures x \$1,000)**

Fund	%	Rank	Status	Project Name	FY20	FY21	FY22	FY23	FY24	FY25	FY26	FY27	FY28	FY29	10-Year Total	FY30	FY31	FY32	FY33	FY34	FY35	FY36	FY37	FY38	FY39	20-Year Total	
900		3		Digester Additional Capacity											0											0	
800		3		Digester No. 1 Insp & Rehab		400	3,600								4,000						600	5,700				10,300	
800		1	Des/Constr	Digester No. 2 Insp & Rehab	1,500	1,000									2,500				600	5,300						8,400	
800		3		Digester No. 3 Insp & Rehab											0	450	4,150									4,600	
800		3		Digester No. 4 Insp & Rehab						450	4,100				4,550											4,550	
800		3		Digester No. 5 Insp & Rehab								450	4,300		4,750											4,750	
800		3		Digester No. 6 Insp & Rehab				400	3,300						3,700									600		4,300	
800		3		Digester No. 7 Insp & Rehab											0							550	5,200			5,750	
900		1	Des/Constr	Digester No. 7	2,000	13,000	10,000								25,000											25,000	
800		3		Diffuser Replacement											0			950	750							1,700	
800	50	2	Des/Constr	Emergency Outfall Outlet Improvements	500	150									650											650	
900	50	2	Des/Constr	Emergency Outfall Outlet Improvements	500	150									650											650	
800		2		Flares Replacement			700	5,300							6,000											6,000	
900		2		Flares Replacement											0											0	
800		2		Headworks Gates											0	500	3,500									4,000	
800	60	1	Constr	Headworks Screens Replacement	1,680	420									2,100											2,100	
900	40	1	Constr	Headworks Screens Replacement	1,120	280									1,400											1,400	
800		2		MCC Replacement			100	900					50	500	1,550											1,550	
800	50	1	Design	MP - Aeration Basin Modifications	1,000	5,100	11,200	11,200	2,800						31,300											31,300	
900	50	1	Design	MP - Aeration Basin Modifications	1,000	5,100	11,200	11,200	2,800						31,300											31,300	
800	50	1		MP - Secondary Clarifiers		1,900	3,450		27,350	18,250					50,950											50,950	
900	50	1		MP - Secondary Clarifiers		1,900	3,450		27,350	18,250					50,950											50,950	
800		1		MP - Effluent Facilities		2,000	3,000		21,400	21,400					47,800											47,800	
900		1		MP - Plant Equalization Storage					550	1,650	17,300				19,500											19,500	
800	50	3		MP - Nutrient Removal (Level 2 Year-round)											0							2,600	10,750	34,000	45,400	92,750	
900	50	3		MP - Nutrient Removal (Level 2 Year-round)											0							2,600	10,750	34,000	45,400	92,750	
800		2		Odor Scrubber System Improvements						850	1,700	7,500	5,700	1,500	17,250	400	3,000	1,300	7,000	4,400	7,500	3,700	3,500	800	6,300	55,150	
800		2		Plant 1 and 2 Water System Improvements			100	900							1,000											1,000	
800		2		Plant 5kV Switchgear					700	2,800					3,500											3,500	
900		2		Plant 5kV Switchgear											0											0	
800		2		Plant 12kV Switchgear					700	3,500					4,200											4,200	
900		2		Plant 12kV Switchgear											0											0	
800	50	3		Plant Additional Power Source											0							250	2,000	2,750		5,000	
900	50	3		Plant Additional Power Source											0							250	2,000	2,750		5,000	
800		2		Plant Asset Condition Assessment R&R				100	150	2,000	500		1,000		3,750	200	300	4,500	1,150	2,650	400	200	0	400	0	13,550	
800		2		Plant Asset Condition Assessment Projects			2,400			3,000				800	6,200	3,350	3,350	3,350								16,250	
800	50	2		Plant Fiber Optic Network		50	150			75	500				775											775	
900	50	2		Plant Fiber Optic Network		50	150			75	500				775											775	
800		2	Des/Constr	Plant Grating Replacement	50										50											50	
800		2		Plant Mechanical and Electrical Projects		500	500	500	500	500	500	500	500	500	4,500	500	500	500	500	500	500	500	500	500	500	500	9,500
800		2		PLC Replacement		250				300				350	900			400					450			1,750	



Directors
Manny Fernandez
Tom Handley
Pat Kite
Anjali Lathi
Jennifer Toy

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

Karen W. Murphy
Attorney

**JUNE 24, 2019
BOARD OF DIRECTORS MEETING
AGENDA ITEM # 12**

TITLE: Review and Consider Approval of Policy No. 3100, Public Input at Board and Committee Meetings *(This is a Motion Item)*

SUBMITTED: Paul R. Eldredge, General Manager/District Engineer
Karen W. Murphy, District Counsel
Regina McEvoy, Executive Assistant to the General Manager/Board Clerk

Recommendation

Review and consider approval of updated Policy No. 3100, Public Input at Board and Committee Meetings.

Previous Board Action

4/22/2013 Board Meeting – Approval of Policy No. 3100

Background

Policy No. 3100 provides a written procedure governing public input at Board and Committee meetings. The proposed revisions include but are not limited to:

- Updating outdated language
- Updating format for consistency

Attachments: Redline of Policy No. 3100, Public Input at Board and Committee Meetings
Clean Version of Policy No. 3100, Public Input at Board and Committee Meetings

Union Sanitary District
Policy and Procedure Manual

04/2013	Public Input at Board and Committee Meetings	Policy Number 3100 Page 1 of 2
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Policy

It is the policy of Union Sanitary District to ~~permit-welcome~~ public comment at Board of Directors meetings, with speakers requested to complete a "~~public comment~~ speaker's card" and limit their discussions to ~~five-three~~ minutes per individual or thirty minutes total per agenda item when there are ~~several-multiple~~ speakers. ~~Public (oral) comment will not be permitted at Committee meetings. Written comments, received twenty-four hours (one working day) in advance of the meeting, will be permitted at Committee and Board meetings.~~

Purpose

The purpose of this policy is to provide a written procedure governing public input at Board and Committee meetings.

Procedure

Board Meetings

Regular Board of Directors meetings are normally scheduled the ~~second and fourth Monday of every twice a~~ month to conduct the business of the District in a public forum. Workshops and Special meetings of the Board of Directors will be scheduled periodically as needed and are also open meetings held in a public forum, ~~with the exception of closed sessions.~~

Regular Board meetings ~~are to be noticed~~ agendas will be posted a minimum of 72 hours in advance through posting on the outside Union Sanitary District bulletin board and ~~notifying the Argus newspaper~~ posting on the District website.

Individuals wishing ~~their opinion heard by the Board~~ to speak at a Board meeting ~~are will be requested~~ to complete a "~~public comment~~ speaker's card" which is given to the ~~Chairperson~~ President via the ~~Executive~~ Assistant to the General Manager/~~Board Clerk~~. Individuals are limited to ~~five-three~~ minutes each, or thirty minutes total per agenda item when there are ~~several-multiple~~ speakers.

Comments are to be made on specific agenda topics during the time said topic is addressed by the Board. General comments not relating to a specific agenda topic may be made during the "~~Oral Communications~~ Public Comment" portion of the Agenda.

Committee Meetings

~~The purpose of committee meetings is to provide Boardmembers an opportunity to work directly with staff and investigate and explore the information prepared on agenda items and related District business. Because of the working nature of committee meetings and because the full Board is not present to hear statements made, public comment is not permitted.~~

Committee meetings ~~are to be noticed~~ agendas will be posted a minimum of 72 hours in advance through posting on the outside Union Sanitary District bulletin board and ~~faxing an agenda to the Argus (local) newspaper~~ posting on the District website. Committee meetings are held as needed and vary as to the date and time of the meeting. The public is invited to attend all Committee meetings; ~~however, oral comments from the public will not be accepted.~~

~~Individuals wishing to express their opinion to the Committee should provide their comments in writing, to be received twenty-four hours (one working day) in advance of the meeting. Comments should be addressed to the Assistant to the General Manager at 5072 Benson Road, Union City, CA. 94587.~~

Management Responsibility

The General Manager will be responsible for ensuring proper noticing of Committee and Board meetings.

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

Title	Policy #	Effective Date
Public Input at Board and Committee Meetings	3100	5/1993
Public Input at Board and Committee Meetings	3100	2000
Public Input at Board and Committee Meetings	3100	2008

Author/owner: General Manager
 Approved by: Board of Directors ~~April 22, 2013~~
 Reviewers: Board of Directors, General Manager, District’s Attorney
 Notify Person: General Manager
 Review frequency: Every 5 years
 Next review: ~~April 2018~~ June 2024

Union Sanitary District
Policy and Procedure Manual

	Public Input at Board and Committee Meetings	Policy Number 3100 Page 1 of 2
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Policy

It is the policy of Union Sanitary District to welcome public comment at Board of Directors meetings, with speakers requested to complete a "speaker's card" and limit their discussions to three minutes per individual or thirty minutes total per agenda item when there are multiple speakers.

Purpose

The purpose of this policy is to provide a written procedure governing public input at Board and Committee meetings.

Procedure

Board Meetings

Regular Board of Directors meetings are normally scheduled the twice a month to conduct the business of the District in a public forum. Workshops and Special meetings of the Board of Directors will be scheduled periodically as needed and are also open meetings held in a public forum, with the exception of closed sessions.

Regular Board meeting agendas will be posted a minimum of 72 hours in advance through posting on the outside Union Sanitary District bulletin board and posting on the District website.

Individuals wishing to speak at a Board meeting will be requested to complete a "speaker's card" which is given to the President via the Executive Assistant to the General Manager/Board Clerk. Individuals are limited to three minutes each, or thirty minutes total per agenda item when there are multiple speakers.

Comments are to be made on specific agenda topics during the time said topic is addressed by the Board. General comments not relating to a specific agenda topic may be made during the "Public Comment" portion of the Agenda.

Committee Meetings

Committee meeting agendas will be posted a minimum of 72 hours in advance through posting on the outside Union Sanitary District bulletin board and posting on the District website. Committee meetings are held as needed and vary as to the date and time of the meeting. The public is invited to attend all Committee meetings.

Management Responsibility

The General Manager will be responsible for ensuring proper noticing of Committee and Board meetings.

Author/owner:	General Manager
Approved by:	Board of Directors
Reviewers:	Board of Directors, General Manager, District's Attorney
Notify Person:	General Manager
Review frequency:	Every 5 years
Next review:	June 2024



Directors
Manny Fernandez
Tom Handley
Pat Kite
Anjali Lathi
Jennifer Toy

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

Karen W. Murphy
Attorney

**JUNE 24, 2019
BOARD OF DIRECTORS MEETING
AGENDA ITEM # 13**

TITLE: Review and Consider Approval of Policy No. 3200, Boardmember Requests for Information (*This is a Motion Item*)

SUBMITTED: Paul R. Eldredge, General Manager/District Engineer
Karen W. Murphy, District Counsel
Regina McEvoy, Executive Assistant to the General Manager/Board Clerk

Recommendation

Review and consider approval of updated Policy No. 3200, Boardmember Requests for Information.

Previous Board Action

3/11/2013 Board Meeting – Approval of Policy No. 3200

Background

Policy No. 3200 governs Boardmember requests for information from staff on items not placed on Board meeting agendas. The proposed revisions include but are not limited to:

- Updating outdated language
- Updating format for consistency

Attachments: Redline of Policy No. 3200, Boardmember Requests for Information
Clean Version of Policy No. 3200, Boardmember Requests for Information

Union Sanitary District
Policy and Procedure Manual

Effective: 03/13	Boardmember Requests for Information	Policy Number 3200 Page 1 of 1
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Policy

Boardmember requests for information from ~~the~~ staff are to be directed to the General Manager.

~~(NOTE: Policy No. 3080 pertains to Boardmember requests for placement of an item on the Board agenda.)~~

Purpose

To ensure ~~that~~ staff time is devoted to District priorities as established by the majority of the Board, this written policy has been prepared governing to govern Boardmembers' requests for information from staff on items not placed on the Board of Directors meeting agenda.

Procedure

A Boardmember wanting specific information from ~~the~~ District staff ~~is to~~ shall make the request to the General Manager. If the General Manager determines the information is readily available, it will be provided to the requesting Boardmember. If the General Manager determines the information will take significant staff time to prepare, he/she will ask the Boardmember to make the request to the Chairperson-President during "Other Business" at the next Board meeting pursuant to Policy No. 3080, Board Agenda Subjects Requested by Boardmembers. Approval by a majority of the Board is required to expend staff resources in gathering or preparing the information.

Management Responsibility

The General Manager will be responsible for determining the amount of staff time required to obtain the information and (1) either refer it to staff, or (2) ask the requesting Boardmember to make the request at a subsequent Board meeting.

Title	Policy #	Effective Date
Boardmember Requests for Information	3200	January 2008

Approved by: Board of Directors
Author/Owner: General Manager

Notify Person: General Manager

Reviewers: Board of Directors, General Manager

Review Frequency: Every 5 years

Next Review: ~~March 2018~~June 2024

Union Sanitary District
Policy and Procedure Manual

Effective:	Boardmember Requests for Information	Policy Number 3200 Page 1 of 1
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Policy

Boardmember requests for information from staff are to be directed to the General Manager.

Purpose

To ensure staff time is devoted to District priorities as established by the majority of the Board, this written policy has been prepared to govern Boardmember requests for information from staff on items not placed on the Board of Directors meeting agenda.

Procedure

A Boardmember wanting specific information from District staff shall make the request to the General Manager. If the General Manager determines the information is readily available, it will be provided to the requesting Boardmember. If the General Manager determines the information will take significant staff time to prepare, he/she will ask the Boardmember to make the request to the President during "Other Business" at the next Board meeting pursuant to Policy No. 3080, Board Agenda Subjects Requested by Boardmembers. Approval by a majority of the Board is required to expend staff resources in gathering or preparing the information.

Management Responsibility

The General Manager will be responsible for determining the amount of staff time required to obtain the information and (1) either refer it to staff, or (2) ask the requesting Boardmember to make the request at a subsequent Board meeting.

Approved by: Board of Directors
Author/Owner: General Manager
Notify Person: General Manager
Reviewers: Board of Directors, General Manager
Review Frequency: Every 5 years
Next Review: June 2024



Directors
Manny Fernandez
Tom Handley
Pat Kite
Anjali Lathi
Jennifer Toy

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

Karen W. Murphy
Attorney

**JUNE 24, 2019
BOARD OF DIRECTORS MEETING
AGENDA ITEM # 14**

TITLE: Review and Consider Approval of Policy No. 4000, Representation by Boardmembers on Specific Issues (*This is a Motion Item*)

SUBMITTED: Paul R. Eldredge, General Manager/District Engineer
Karen W. Murphy, District Counsel
Regina McEvoy, Executive Assistant to the General Manager/Board Clerk

Recommendation

Review and consider approval of updated Policy No. 4000, Representation by Boardmembers on Specific Issues.

Previous Board Action

3/11/2013 Board Meeting – Approval of Policy No. 4000

Background

Policy No. 4000 outlines procedures to follow if the Board is requested to take a formal position (or vote) on a specific issue. The proposed revisions include but are not limited to:

- Removing and updating outdated language
- Updating format for consistency

Attachments: Redline of Policy No. 4000, Representation by Boardmembers on Specific Issues
Clean Version of Policy No. 4000, Representation by Boardmembers on Specific Issues

Union Sanitary District
Policy and Procedure Manual

Effective: 03/13	Representation by Boardmembers on Specific Issues	Policy Number 4000 Page 1 of 2
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Policy

~~Once~~ If a position is established by a majority of the Board of Directors regarding a specific issue, a written summary will be provided to the designated Boardmember representative as necessary.

Purpose

On occasion, an individual Board-member may be asked to represent the entire Board at a meeting or public event on an issue of interest to the District. To prevent any misunderstanding of the Board's position on a specific issue, a written summary of the Board's position will be provided to the Boardmember representing the District as necessary.

Procedure

- ~~Issues requiring~~ When the Board is requested to take a formal position (or vote) on a specific issue at a meeting or public event, an item will be scheduled on the Board of Directors agenda for discussion and direction.
- Following direction by a majority of the Board, the position will be prepared in writing and provided to the designated Boardmember representing the Board on the specific issue if necessary.

Management Responsibility

The General Manager will be responsible for scheduling discussion of the specific issue on the Board of Directors agenda and, following Board direction, providing a written statement of their direction to the Boardmember who will be representing Union Sanitary District.

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

Title	Policy #	Effective Date
Representation by Boardmember on Specific Issues	4000	December 1993
Representation by Boardmember on Specific Issues	4000	1/8/2001
Representation by Boardmember on Specific Issues	4000	2/25/2008

Approved by: Board of Directors

Author/Owner: General Manager

Notify Person: General Manager

Reviewers: Board of Directors, General Manager

Review Frequency: Every 5 years

Next Review: ~~March 2018~~ June 2024

Union Sanitary District
Policy and Procedure Manual

Effective:	Representation by Boardmembers on Specific Issues	Policy Number 4000 Page 1 of 2
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Policy

If a position is established by a majority of the Board of Directors regarding a specific issue, a written summary will be provided to the designated Boardmember representative as necessary.

Purpose

On occasion, an individual Boardmember may be asked to represent the entire Board at a meeting or public event on an issue of interest to the District. To prevent any misunderstanding of the Board's position on a specific issue, a written summary of the Board's position will be provided to the Boardmember representing the District as necessary.

Procedure

1. When the Board is requested to take a formal position (or vote) on a specific issue at a meeting or public event, an item will be scheduled on the Board of Directors agenda for discussion and direction.
2. Following direction by a majority of the Board, the position will be prepared in writing and provided to the designated Boardmember representing the Board on the specific issue if necessary.

Management Responsibility

The General Manager will be responsible for scheduling discussion of the specific issue on the Board of Directors agenda and, following Board direction, providing a written statement of their direction to the Boardmember who will be representing Union Sanitary District.

Approved by: Board of Directors

Author/Owner: General Manager

Notify Person: General Manager

Reviewers: Board of Directors, General Manager

Review Frequency: Every 5 years

Next Review: June 2024



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

Karen W. Murphy
Attorney

**JUNE 24, 2019
BOARD OF DIRECTORS MEETING
AGENDA ITEM # 15**

TITLE: **Reject the Sole Bid Received for the Newark Pump Station Cathodic Protection System Upgrade Project (*This is a Motion Item*)**

SUBMITTED: Paul R. Eldredge, General Manager/District Engineer
Sami E. Ghossain, Technical Services Work Group Manager
Raymond Chau, CIP Team Coach
Thomas Lam, Associate Engineer

Recommendation

Staff recommends the Board reject the sole bid received for the Newark Pump Station Cathodic Protection System Upgrade Project.

Previous Board Action

April 22, 2019 Board Meeting – The Board rejected all bids received for the Newark Pump Station Cathodic Protection System Upgrade Project and authorized staff to re-bid the project.

Background

The District operates cathodic protection systems to protect its underground steel and iron pipelines and appurtenances from corrosion. These systems are located at the Alvarado Wastewater Treatment Plant (Plant), Newark Pump Station, Irvington Pump Station, and sites where the twin force main pipelines and steel casings cross under major roadways and railroads. The cathodic protection systems are a combination of sacrificial anodes installed in shallow excavations and anodes installed in a deep well and energized using a rectifier. The type of system is dependent on the quantity and proximity of steel and iron pipelines within an area. The cathodic protection systems are designed to slowly and sacrificially degrade the anodes while

providing an electrical charge to the connected steel or iron pipelines thus slowing the corrosion of the pipelines.

Staff annually tests and measures the cathodic protection systems to monitor the effectiveness of the anodes and rectifiers. In 2018, the District hired JDH Corrosion Consultants (JDH) to review the data and evaluate the condition of the cathodic protection systems. JDH presented its findings in the 2018 Annual Survey and Cathodic Protection Condition Assessment Report (Report). In the Report, JDH provided an improvement plan prioritizing the cathodic protection systems that are most in need of repair, replacement, or upgrade in the next 10 years.

Scope of Work

In February 2019, JDH completed the design to upgrade the cathodic protection system at the Newark Pump Station. The Newark Pump Station system consists entirely of sacrificial anodes in shallow excavations that provide corrosion protection of the underground steel pipelines which range in diameters between 24-inches and 48-inches. The Project will replace these sacrificial anodes and the cathodic protection pipeline test station terminal boards.

Figures 1 shows the locations of the existing test stations and new anodes at the Newark Pump Station.

Bid Results – First bid

The Project was first advertised for bids on February 12, 2019. Two bids were received and opened on March 12, 2019 with the results shown as follows:

Contractor	Total Contract Price
Corrpro Companies Inc. Hayward, CA	\$155,500
Farwest Corrosion Control Company Downey, CA	\$349,915
Engineer's Estimate	\$200,000

On April 22, 2019, the Board rejected both contractors' bids and authorized staff to re-bid the project. Corrpro's bid was rejected because it did not submit the all required bid forms; hence staff found its bid to be non-responsive.

Farwest's bid exceeded the Engineer's Estimate by a large percentage. Farwest cited two major factors for the higher bid. The first factor was the requirement to utilize vacuum extraction to excavate the soil and to haul off the soil. This method requires frequent trips to the soil disposal site compared to stockpiling the materials on site and hauling the materials off-site after all

excavation is complete. The second factor was Farwest's assumption that a potentially large volume of groundwater might be encountered during excavation. A large volume of groundwater would result in additional trips to dispose of the excavated soil and groundwater and, therefore, increased Farwest's bid.

Staff believed it would be best to reject all bids, re-evaluate the scope, and re-bid the Project.

Bid Results - Rebid

Staff re-evaluated the excavation and disposal of the soil and groundwater scope, updated the requirements in the bid documents, and re-bid the Project. In the revised documents, the contractor was permitted to stockpile the materials on site and haul the materials off-site after all excavation is complete. This would reduce the hauling cost. Furthermore, the depth of the excavation was decreased to a maximum of four feet which would reduce the excavation effort. The shallower excavation depth is above the groundwater table, therefore eliminating the dewatering requirements and the associated cost. Staff believed these changes to the bid documents simplified the Project's scope of work and reduced the risk of any unforeseen conditions with the underground construction.

The Project was re-advertised for bids on May 14, 2019. One bid was received and opened on June 11, 2019 with the results shown as follows:

Contractor	Total Contract Price
Farwest Corrosion Control Company Downey, CA	\$251,800
Engineer's Estimate	\$120,000

Farwest was the sole bidder with a total bid amount of \$251,800 or 110% above the Engineer's Estimate. Staff contacted Farwest to inquire the reasons for their high bid. Farwest stated that it did not realize the revised bid documents had reduced the excavation depth to a maximum of four feet. It thought the excavation depth was the same as when the Project was bid the first time.

Since Farwest's bid exceeded the Engineer's Estimate by a large percentage, staff believes it would be best to reject Farwest's bid. Staff notified Farwest of its intent to reject Farwest's bid. Farwest did not protest the District's position. Public Contract Code Section 20805 allows the District to reject bid at its discretion.

Another cathodic protection system improvement project is scheduled in FY 2019-2020 to replace some of the deep anodes and rectifiers at the Plant. Staff will include the scope of work

from the Newark Pump Station in this future project. Staff believes that the larger project would attract multiple bidders as well as competitive bids.

Staff recommends the Board reject the sole bid received for the Newark Pump Station Cathodic Protection System Upgrade Project.

PRE/SEG/RC/TL;dl

Attachment: Figure 1 – Project Location
Table 1 – Bid Tabulation Sheet



-  Existing CP Test Station
-  New Anodes

Figure 1 - Project Location
Newark Pump Station

**Table 1 - Bid Tabulation Sheet
Newark Pump Station Cathodic Protection System Upgrade Project No. 800-503**

Bid Item No.	Bid Item	Unit	Estimated Quantity	Farwest Corrosion Control Company (Downey, CA)
1	Cost for completing all Work included as part of Contract Documents for Project No. 800-503, except as specified under bid items 2 and 3.	LS	1	\$11,950
2	Cost for completing all work required to install the Cathodic Protection System.	LS	1	\$229,850
3	Cost for providing all shoring and bracing on Bid Item No.2 including but not limited to that as required by Sections 6700-6708 of the Labor Code.	LS	1	\$10,000
Total Contract Price				\$251,800

Engineer's Estimate is \$120,000.



Directors
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Anjali Lathi
Jennifer Toy

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

Karen W. Murphy
Attorney

**JUNE 24, 2019
BOARD OF DIRECTORS MEETING
AGENDA ITEM # 16**

TITLE: Schedule a Public Hearing to Adopt Ordinance 36.04, Sewer Use Ordinance, and to Repeal Ordinance No. 36.03 (*This is a Motion Item*)

SUBMITTED: Paul R. Eldredge, General Manager/District Engineer
Sami E. Ghossain, Technical Services Work Group Manager
Michael Dunning, Environmental Compliance Team Coach
Alex Paredes, Environmental Programs Coordinator

Recommendation

Schedule a public hearing to adopt Ordinance 36.04 on August 12, 2019 at 7:00 PM, in the Boardroom at 5072 Benson Road, Union City.

Publish the attached Notice of Public Hearing in the Argus Newspaper on June 28, 2019 and July 5, 2019.

Previous Board Action

05/26/2015 Board Meeting – Adopted Ordinance 36.03 (Resolution No. 2758).

Background

District Ordinance 36.03 provides requirements for restrictions on discharges to the sanitary sewer. This ordinance applies to industrial, commercial and residential dischargers and establishes the requirements for USD's pretreatment program to be in compliance with federal, state and local laws regulating discharges. Whenever an Ordinance is revised, it is required that a public hearing is held to allow a forum for the public to comment on the proposed changes.

The changes proposed are not considered Substantial Modifications, as defined by 40 CFR 403.18(b) of the Code of Federal regulations, and consist of revised definitions, the addition of Mass Limit Rates to Prohibited Discharges, additional Dental Facility requirements, the acceptance of groundwater remediation water sources, limitations on the use of food waste devices, expanding the prohibition of discharging chemical solutions, prohibiting unapproved sanitary sewer connections, and the notification requirement of Slug Loadings. A summary of the proposed revisions to Ordinance 36.03 is attached.

The District is proposing to publish in the Argus, two Notices of Public Hearing, on June 28 and July 5, 2019, notifying the public that the Board of Directors of Union Sanitary District will consider adoption of the above mentioned revisions to Ordinance No. 36.03. A copy of the proposed changes will be available for review on the Union Sanitary website under Permits & Fees/Forms, Documents & Ordinances.

PRE/SEG/MD/AP;av

Attachments: Notice of Public Hearing
Summary of Modifications to Sewer Use Ordinance 36.03

UNION SANITARY DISTRICT

NOTICE OF PUBLIC HEARING

FOR IMMEDIATE RELEASE:

UNION SANITARY DISTRICT
5072 BENSON ROAD
UNION CITY, CA 94587
CONTACT: Paul R. Eldredge
(510) 477-7500

June 28 and July 5, 2019

NOTICE IS HEREBY GIVEN that the Board of Directors of Union Sanitary District will consider adoption of revisions to Ordinance No. 36.03, which provides for the regulation of discharges to the sanitary sewer, including compliance with State and Federal law. The revisions are not considered Substantial Modifications, as defined by 40 CFR 403.18(b) of the Code of Federal regulations, such as definitions and additional requirements, prohibitions of various discharges to the sanitary sewer system, requiring Industrial Users to provide Immediate Notification of Slug Loadings, and to revise language of Requirements for Dental Facilities pursuant to recent versions of the Code of Federal Regulations under 40 CFR 441. A copy of the proposed changes will be available for review on the Union Sanitary website under Permits & Fees/ Forms, Documents & Ordinances.

NOTICE IS FURTHER GIVEN that on Monday, the 12th of August 2019, at the hour of 7:00 P.M., at the Union Sanitary District Boardroom, 5072 Benson Road, Union City, California, in said District, said Board will hear and consider all comments, protests, and objections to said proposed Ordinance No. 36.04.

By order of the Board of Directors of Union Sanitary District.

UNION SANITARY DISTRICT
Anjali Lathi
President

Summary of the Proposed Revisions to Sewer Use Ordinance 36.03

The proposed changes to Pretreatment Ordinance 36 are as follows. Additions are shown underlined and deletions are shown with ~~strikethrough~~.

1. **Sewer Use Ordinance No. 36.03 § 1.02** – “Definitions” is being modified to add new definitions and revise existing definitions.

Section 1.02(i)

“(i) *Building Sewer* ~~A sewer conveying wastewater from the premises of a user to the community sewer.~~ A sewer conveying wastewater from a point 30 inches or less from the building or structure to a main sewer. The building sewer includes that portion on the property and that portion from the property line or easement line to the sewer main.”

Section 1.02(k)

“(k) *Categorical Pretreatment Standard or Categorical Standard*: ~~Any regulation containing pollutant discharge limits promulgated by EPA in accordance with Sections 307(b) and (c) of the Act (33 U.S.C. § 1317) which apply to a specific category of users and which appear in 40 CFR Chapter I, Subchapter N, Parts 405-471.~~ Standards specifying the quantity, concentration, or properties of pollutants that may be discharged to POTWs. EPA promulgates pretreatment standards for specific industry categories in accordance with Clean Water Act section 307. These standards are codified in 40 CFR chapter I, subchapter N, Parts 405–471.”

Section 1.02(q)

“(q) *District*: Union Sanitary District”

Section 1.02(u)

“(u) *Federal Act, Clean Water Act*: The Federal Water Pollution Control ~~Clean Water~~ Act, also known as the Clean Water Act, as amended, PL 92-500 Title 33 U.S. Code, section 1251 et seq. (and any amendments thereto; as well as any guidelines, limitations, and standards promulgated by the Environmental Protection Agency pursuant to the Act.)”

Section 1.02(v)

“(v) *Grab Sample*: ~~A sample which is taken from a waste stream on a one-time basis representing conditions at that moment without regard to the flow in the waste stream~~

~~and over a period not to exceed fifteen (15) minutes.~~ A sample that is taken from a wastestream without regard to the flow in the wastestream and over a period of time not to exceed fifteen (15) minutes.

Section 1.02(w)

~~(wv)~~ *Hazardous Waste*: Waste substances which can pose a ~~substantial or potential~~ hazard to human health or the environment when improperly managed; or ~~hazardous~~ waste that possesses at least one of these four characteristics: ignitability, corrosivity, reactivity or toxicity, or appears on special U.S. EPA lists. This definition also includes wastes covered in the California Code of Regulations, Title 22, Division 4.5 Environmental Health Standards for the Management of Hazardous Waste.

Section 1.02(x)

~~(xw)~~ *Holding Tank Waste*: Any waste from temporary or permanent containers such as holding tanks, vessels, truck tanks, chemical toilets, campers, trailers, septic tanks, totes, drums, vacuum pump tank trucks, etc.”

Section 1.02(bb)

~~(bbaa)~~ *Indirect Discharge or Discharge*: The introduction of pollutants into the POTW from any non-domestic source regulated under Section 307(b), (c), or (d) of the Clean Water Act.”

Section 1.02(dd)

~~(dde)~~ *Manager*: ~~The manager of the Agency or his or her designated representative Authorized or Duly Authorized Representative.~~ The General Manager of the District, or his or her designated representative.”

Section 1.02(ee)

~~(eed)~~ *Mass Emission-Limit Rate*: The weight of material discharged to the sewer system during a given time interval. Unless otherwise specified, the mass ~~emission~~ limit rate shall mean pounds per day of a ~~particular~~ constituent or combination of constituents.”

Section 1.02(oo)

~~(oona)~~ *Phenols Phenolics*: ~~Total hydroxy derivatives of benzene and its condensed nuclei (including phenol, chlorinated phenols, nitrophenols and chlorinated cresols) identified in Table 1, Section 307 of the Act which are detectable by EPA approved methods.~~ Compounds having one or more hydroxy groups attached to a benzene or other polynuclear aromatic hydrocarbons as tested using EPA Method 420.”

Section 1.02(bbb)

“(bbb~~aaa~~) Significant Industrial User (SIU):...”

Section 1.02(eee)

“(eee~~ddd~~) ~~Stormwater~~ Storm Water: Any flow occurring during or following any form of natural precipitation, and resulting from such precipitation, including snow melt. The runoff generated when precipitation from rain and snowmelt events flow over land or impervious surfaces without percolating into the ground.”

Section 1.02(iii)

(iii~~hhh~~) Total Toxic Organics (TTO): Total organic pollutants including polynuclear aromatic hydrocarbons (PAHs), but excluding pesticides, PCBs, and phenols, ~~identified in Table 1, Section 307 of the Act,~~ which are detectable by EPA approved methods. The TTO value is determined as the summation of all quantifiable values greater than 0.01 milligrams per liter for the regulated toxic organics.

Section 1.02(ppp)

“(ppp~~eee~~)...Groundwater Permit - ~~Issued for the purpose of remediation of contaminated ground water.~~ Issued for the discharge of treated groundwater from contaminated site remediation, excavation groundwater, or potable water related projects...”

2. **Sewer Use Ordinance No. 36.03 § 2.01.1** - Prohibited Discharges is being modified to add bullet (15) Mass Limit Rates to allow the District to create discharge limits based on Mass, expressed in pounds, and bullet (16) additional types of solid material prohibited from being discharged to the sewer that may cause an obstruction.

Section 2.01.1(b)(15)

(15) “an exceedance of the permitted Mass Limit Rate established in the Local Limits or discharge permits; or...”

Section 2.01.1(b)(16)

(16) settlement of materials or obstruction to flow, resulting in interference, such as, but not limited to, sand, mud, glass, metal, filings, diatomaceous earth, cat litter,

asphalt, wood, bones, hair, fleshings, food packaging, product containers, and non-dispersible products.

3. **Sewer Use Ordinance No. 36.03 § 2.01.2** – “dioxins” is being added to Section 2.01.2(h)

Section 2.01.2(h)

“(h) Wastewater containing pesticides, dioxins and dioxin-like compounds, and/or polychlorinated biphenyls (PCB) at levels detectable by EPA approved methods;”

4. **Sewer Use Ordinance No. 36.03 § 2.02** - Requirements for Dental Facilities that Remove, or Place Amalgam Fillings is being modified to incorporate the language required under 40 CFR 441 Effluent Limitations Guidelines and Standards for the Dental Category.

Section 2.02

~~(a) Definitions: For the purposes of this section the following shall be as defined herein.~~

~~(1) “ISO 11143” is the International Organization for Standardization’s standard for amalgam separators.~~

~~(b) All owners and operators of dental facilities that remove or place amalgam fillings shall comply with the following waste management practices:~~

~~(1) No person shall rinse chair side traps, vacuum screens, or amalgam separator equipment in a sink or other connection to the sanitary sewer. Such traps, vacuum screens or amalgam separator equipment must be recycled or disposed of in an appropriate manner according to recycler or equipment manufacturer.~~

~~(2) Owners and operators of dental facilities shall ensure that all staff members who handle amalgam waste are trained in the proper handling, management and disposal of mercury containing material and fixer containing solutions, and shall maintain training records that will be made available for inspection by the Manager during normal business hours.~~

~~(3) Amalgam waste shall be collected, packaged, labeled, stored and managed in accordance with state and local regulations and disposed of by a licensed recycler or hauler of such materials.~~

- ~~(4) Bleach and other chlorine containing disinfectants shall not be used to disinfect the vacuum line system.~~
- ~~(5) The use of bulk mercury is prohibited. Only pre-capsulated dental amalgam is allowed.~~
- ~~(c) All owners and operators of dental vacuum suction systems, except as set forth in subsection (d) of this section, shall comply with the following:—~~
- ~~(1) Submit a Self-Certification of Amalgam Management Requirements form issued by the District on or before January 1, 2007.~~
- ~~(2) Install an ISO 11143 certified amalgam separator device for each dental vacuum suction system on or before January 1, 2008. All dental facilities that are newly constructed on or after the effective date of this requirement shall include an installed ISO 11143 certified amalgam separator device capable of removing a minimum of 95 percent of amalgam. The amalgam separator system shall be certified at flow rates comparable to the flow rate of the actual vacuum suction system operation. Neither the separator device nor the related plumbing shall include an automatic flow bypass. For facilities that require an amalgam separator that exceeds the practical capacity of ISO 11143 test methodology, a non-certified separator will be accepted, provided that smaller units of the same technology from the same manufacturer are ISO certified. For facilities that have installed amalgam separators on or before the effective date of this Ordinance that are not ISO certified, they may be grandfathered in if it can be shown that the existing device provides amalgam removal similar to an ISO certified system. Alternative materials and methods may be proposed to the Manager for approval.~~
- ~~(3) Self-Certification of Amalgam Separator Installation form issued by the District shall be submitted to the Manager within 30 days of installation.~~
- ~~(4) Amalgam separators shall be installed, operated and maintained in accordance with manufacturer recommendations. Installation, certification and maintenance records shall be available for immediate inspection upon request by the Manager during normal business hours.~~
- ~~(d) The following types of dental practices are exempt from this section 2.02, provided that *the Agency receives written assurance that removal or placement of amalgam fillings occurs at the facility no more than 3 days per year:*~~
- ~~• Orthodontics~~
 - ~~• Periodontics~~
 - ~~• Oral and Maxillofacial surgery~~

- ~~Radiology, Oral Pathology or Oral Medicine~~
- ~~Endodontics and Prosthodontics.~~

(a) All owners and operators of dental facilities that remove or place amalgam fillings shall comply with the following waste management practices:

(1) No person shall rinse chair-side traps, vacuum screens, or amalgam separator equipment in a sink or other connection to the community sewer per 40CFR441.30(b)(1). Such traps, vacuum screens or amalgam separator equipment must be recycled or disposed of in an appropriate manner according to recycler or equipment manufacturer.

(2) Amalgam waste and other hazardous solutions shall be properly collected, packaged, labeled, stored, managed, and disposed.

(3) Dental unit water lines, chair-side traps, and vacuum lines that discharge amalgam process wastewater to a community sewer must not be cleaned with oxidizing or acidic cleaners, including but not limited to bleach, chlorine, iodine and peroxide that have a pH lower than 6 or greater than 8 per 40CFR441.30(b)(2).

(4) Owners and operators of dental facilities shall ensure that all staff members who handle amalgam waste are trained in the proper handling, management and disposal of mercury-containing material and other hazardous solutions and shall maintain training records that will be made available for inspection by an employee of the District during normal business hours.

(5) The use of bulk mercury is prohibited. Only pre-capsulated dental amalgam is allowed.

(b) All owners and operators of dental vacuum suction systems, except as set forth in subsection (c) of this section, shall comply with the following:

(1) Install amalgam separator device compliant with 40CFR441.30 (existing offices) or 40CFR441.40 (new offices). Amalgam separator device must achieve at least a 95 percent removal efficiency. No bypass of separator device or related plumbing shall be allowed.

(2) Per 40CFR441.50, a One-Time Compliance Report must be submitted to the District from existing offices by no later than October 12, 2020, or 90 days after a transfer of ownership. For new offices, a One-Time Compliance Report must be submitted to the District no later than 90 days following the introduction of wastewater into the community sewer.

(3) Amalgam separators shall be installed, operated and maintained in accordance with manufacturer recommendations per 40CFR441.30 (existing offices) or 40CFR441.40 (new offices).

(4) Dental Dischargers or an agent or representative of the dental discharger must maintain for a minimum of three years and make available for immediate inspection the following documentation per 40CFR441.50(b):

- Documentation of the date, person(s) conducting the inspection, and results of each inspection of the amalgam separator(s) and a summary of follow-up actions, if needed.

- Documentation of amalgam retaining container replacement (including installation date, as applicable).

- Documentation of all dates that collected dental amalgam is picked up or shipped for proper disposal in accordance with 40 CFR 261.5(g)(3), and the name of the permitted or licensed treatment, storage or disposal facility receiving the amalgam waste.

- Documentation of any repair or replacement of an amalgam separator, including the date, person(s) making the repair or replacement, and a description of the repair or replacement (including make and model).

- Dischargers or an agent or representative of the dental discharger must maintain and make available for inspection in either physical or electronic form the manufacturers operating manual for the current device.

(c) Specialty dental offices where the practice of dentistry consists exclusively of one or more of the following are exempt from this requirement (Section 2.02) per 40CFR441.10(c), provided that the District receives written certification that removal or placement of amalgam fillings does not take place:

- Orthodontics
- Periodontics
- Oral and Maxillofacial Surgery
- Oral and Maxillofacial Radiology
- Oral Pathology or Oral Medicine
- Prosthodontics

5. **Sewer Use Ordinance No. 36.03 § 2.04** - Acceptance of Groundwater from Remediation Projects is being modified to include groundwater remediation water sources.

Section 2.04

“2.04 Acceptance of Groundwater from Remediation ~~Cleanup~~ Projects

Wastewater generated from the cleanup of spills, leaking underground storage tanks, groundwater remediation, monitoring wells, excavation groundwater, potable water projects or other similar sources shall not be discharged through direct or indirect connections to a community sewer unless a discharge permit is issued by the Agency...”

6. **Sewer Use Ordinance No. 36.03 § 2.07** - Limitations on the Use of Garbage Grinders is being modified to incorporate prohibitions on the use of food waste liquefiers, aerobic and anaerobic bio-digesters, food composters and similar devices.

Section 2.07

~~“Waste from garbage grinders shall not be discharged into a community sewer except:~~

~~(a) — where the user has obtained authorization for that specific use from the Agency, and agrees to undertake whatever self-monitoring is required to enable the Agency to equitably determine the user charges based on the waste constituents and characteristics.~~

~~Such grinders must shred the waste to a degree that all particles will be carried freely under normal flow conditions prevailing in the community sewer. Garbage grinders shall not be used for grinding plastic, paper products, inert materials, or garden refuse.~~

Waste from garbage grinders, food waste liquefiers, aerobic and anaerobic bio-digesters, food composters and similar devices shall not be discharged into the community sewer except as approved in writing by the Agency.

Garbage grinders and similar devices shall not be used for grinding plastic, paper products, inert materials, or garden refuse.”

7. **Sewer Use Ordinance No. 36.03 § 2.09** – Definition was changed to “Waste Holding Tank, Vessels and Containers” in order to expand the types of containers covered in this section.

Section 2.09

“2.09 Waste Holding Tanks, Vessels and Containers ~~Holding Tank Waste~~

No person shall discharge any holding tank or vessel waste into a community sewer unless ~~he has been issued a permit~~ a wastewater discharge permit is issued by the Agency...”

8. **Sewer Use Ordinance No. 36.03 § 2.10** – In Section 2.10(b)(1), the analyte was changed to “Phenolics” in order to broaden the types of Phenolic compounds encompassed by the test method. In section 2.10(b)(2), the subsections were changed to section format as opposed to bullet format. Section 2.10(b)(4) was added to accommodate the need for establishing limits for pollutants not listed in this section 2.10.

Section 2.10(b)(1)

“(1)...No person shall discharge wastewater containing in excess of:...

Phenolics ~~Phenols~~ 5.0 mg/L”

“(2) No person shall discharge wastewater:

(A) having a temperature higher than 150° F (65.5° C), or any thermal discharge which as a result of temperature and/or volume causes the influent of the wastewater treatment plant to exceed 104° F (40° C);

(B) containing more than 300 mg/L of oil or grease of animal or vegetable origin, unless specifically approved by the District. The District may approve, on a case by case basis, a modification to the analytical method if the discharger can demonstrate that constituents in their wastewater interfere with the freon extraction, hexane extraction or current EPA approved procedure and have no negative impact on the POTW and/or receiving waters.

(C) containing more than 100 mg/L of oil or grease of mineral or petroleum origin;
or

(D) having a pH lower than 6.0 or higher than 12.0 units, or otherwise causing corrosive structural damage to the collection system, POTW or equipment, unless specifically approved by the District. Under no circumstances will a pH of less than 5.0 or higher than 12.5 pH units be approved.”

~~“(3)(2)~~—The following limits for ammonia are maximum allowable average concentrations. Limits are for total ammonia expressed as nitrogen. Limits are

tiered based on average daily flow, which is the arithmetic average of the permitted industrial user's daily flows for the preceding calendar year and is equivalent to the flow rate used in establishing sewer service charges:..”

“(4) Additional Limits

Limits for pollutants not listed in this section 2.10 may be established in a wastewater discharge permit based on available treatment technology, existing wastewater conditions in the District's facilities or other factors determined by the Manager. The Manager may also establish wastewater strength limits on the wastewater discharge permits at locations within a premises whenever non-process water may dilute wastewater discharging from side sewers.”

Section 2.10(c)

“(c) National Categorical Standards, found in 40 CFR Chapter I, Subchapter N, Parts 405-471, as may be amended from time to time, are hereby incorporated into these regulations. Effluent limitations promulgated by the Clean Water Act shall apply in any instance where they are more stringent than those in these regulations.”

9. **Sewer Use Ordinance No. 36.04 § 2.10.1** - Mass Limit Rate Determination is being added to provide guidance on how individual Industrial User Mass Limit Rates are determined.

Section 2.10.1

“ 2.10.1 Mass Limit Rate Determination

- (a) Mass Limit Rates for non-compatible or compatible pollutants that are present or anticipated in the User's wastewater discharge may be set for each User and made an applicable part of each User's wastewater discharge permit. These rates shall be based on Maximum Allowable Local Discharge Limits, Federal Categorical Pretreatment Standards, the User's average daily wastewater discharge for the past three years, the most recent representative data, or other data or factors determined by the Manager.
- (b) To verify the User's operating data, the User may be required to submit an inventory of all wastewater streams and/or records indicating production rates.
- (c) The District may revise limits or Mass Limit Rates previously established in the User's permit at any time, based on current or anticipated operating data of the User or the District; the District's ability to meet NPDES limits, or changes in the requirements of regulatory agencies.

(d) The excess use of water to establish artificially high flow rate for the Mass Limit Rate determination is prohibited.”

10. **Sewer Use Ordinance No. 36.03 § 2.14** - Prohibition of the Discharge of Chemical Solutions and Sludges is being modified to cover a wider variety of types of chemical solutions prohibited from being discharged to the community sewer.

Section 2.14

~~“No user shall, without prior and explicit approval of the Agency, discharge the contents, in whole or part, of any process solution tank to the sewer system. For the purposes of this section, such materials include, but are not limited to, concentrated solutions utilized within any commercial or industrial operation, containerized liquids of any description whatsoever, spoiled or otherwise unusable raw materials of any description whatsoever, spoiled or otherwise unusable products of any description whatsoever.”~~

No user shall, without prior written approval of the Agency, discharge any unused or waste chemical solutions to the community sewer. For the purposes of this section, such materials include, but are not limited to, concentrated solutions utilized within any commercial or industrial operation, containerized liquids of any description, spoiled or otherwise unusable raw materials of any description, or spoiled or otherwise unusable products of any description.

The Agency may approve the discharge of such wastes at its sole and absolute discretion.”

11. **Sewer Use Ordinance No. 36.04 § 2.18** - Prohibitions of Unapproved Sanitary Sewer Connections is being added to address instances when unapproved connections are discovered, and User’s may be required to be disconnected from the community sewer or the User will be required to obtain a permitted connection to the community sewer.

Section 2.18

“2.18 Prohibition of Unapproved Sanitary Sewer Connections

Unapproved connections to the community sewer are strictly prohibited.

Any building sewers that have not been permitted, inspected, or where capacity and/or current sewer service charges have not been paid, are subject to the conditions of Ordinance 34, Article 2, Section 7, Connection of Building Drains.

12. **Sewer Use Ordinance No. 36.04 § 4.23** - Immediate Notification of Slug Loadings to the POTW is being added to address the 2017 Pretreatment Compliance Audit Requirement that wastewater discharge permits must include a provision for immediate notification of the POTW in the event of a Slug Loading.

Section 4.23

“4.23 Immediate Notification of Slug Loadings to the POTW

All SIU’s shall notify the Manager immediately of any slug loading, as defined by 40 CFR 403.5(b), or any other discharge that could adversely affect the POTW. “

13. **Sewer Use Ordinance No. 36.04 § 4.24** – The Industrial User Self-Monitoring Requirements section (a) through (g) were taken from EPA Model Pretreatment Ordinance.

Section 4.24

“4.24 Industrial User Self-Monitoring Requirements

Samples collected to satisfy reporting requirements must be based on data obtained through appropriate sampling and analysis performed during the period covered by the report, based on data that is representative of conditions occurring during the reporting period.

- (a) Except as indicated in Sections (b) or (c) below, the User must collect wastewater samples using 24-hour flow-proportional composite sampling techniques, unless time-proportional composite sampling or grab sampling is authorized by the District. Where time-proportional composite sampling or grab sampling is authorized by the District, the samples must be representative of the discharge. Using protocols (including appropriate preservation) specified in 40 CFR Part 136 and appropriate EPA guidance, multiple grab samples collected during a 24-hour period may be composited prior to the analysis as follows: for cyanide, total phenols, and sulfides, the samples may be composited in the laboratory or in the field; for volatile organics and oil and grease, the samples may be composited in the laboratory. Composite samples for other parameters unaffected by the compositing procedures as documented in approved EPA methodologies may be authorized by District, as appropriate. In addition, grab samples may be required to show compliance with Instantaneous Limits.
- (b) Samples for oil and grease, temperature, pH, cyanide, phenolics, sulfides, and volatile organic compounds must be obtained using grab collection techniques.

- (c) For sampling required in support of baseline monitoring and 90-day compliance reports required in Section 4.25(c) below [40 CFR 403.12(b) and (d)], A minimum of four (4) grab samples must be used for pH, cyanide, phenolics, oil and grease, sulfide and volatile organic compounds for facilities for which historical sampling data do not exist; for facilities for which historical sampling data are available, the District may authorize a lower minimum. For the reports required by (40 CFR 403.12(e) and 403.12(h), the Industrial User is required to collect the number of grab samples necessary to assess and assure compliance by with applicable Pretreatment Standards and Requirements.
- (d) If a user subject to reporting requirement monitors any regulated pollutant at a designated sampling location more frequently than required, the results of this monitoring shall be reported.
- (e) The Manager may specify the type of sampling equipment that must be installed and used. pH monitoring and Flow monitoring equipment installed at an industrial user's sampling location shall be calibrated at the frequency specified in the industrial user's wastewater discharge permit or at the frequency recommended by the manufacturer.
- (f) If 40 CFR Part 136 does not contain sampling or analytical techniques for the pollutant in question, or where the EPA determines that the Part 136 sampling and analytical techniques are inappropriate for the pollutant in question, sampling and analyses shall be performed using validated analytical methods or any other applicable sampling and analytical procedures suggested by the Manager or other parties approved by the EPA. Samples shall be analyzed at the discharges expense, by a laboratory accredited by the State of California Department of Public Health for such analysis.
- (g) The Manager may require self-monitoring for facilities for which a wastewater discharge permit has not been issued."

14. **Sewer Use Ordinance No. 36.04 § 4.25 – Submission of Reports.** This section is a combination of section 6.12 and supplement sections 40 CFR Part 403.12(b): Baseline Monitoring Reports, 40 CFR Part 403.12(d): Final Compliance Reports, and 40 CFR Part 403.12(e): Periodic Reports of Continued Compliance.

Section 4.25

"4.25 Submission of Reports

The Agency has authority to require all Significant Industrial Users and any other designated dischargers to submit reports and schedules within a time-frame directed by the Agency. Required reports and schedules, include, but are not limited to, the following:

(a) Wastewater Discharge Surveys

(b) Chemical Use Reports

(c) Baseline Monitoring Reports (BMR) and 90-Day Monitoring Reports containing information as required under 40 CFR 403.12(b) and (d):

(1) Within (i)180 days after the effective date of a categorical standard in the case of an existing industrial user, or 90 days prior to commencement of discharge for a new source, all industrial users subject to categorical Pretreatment Standards must submit a Baseline Report; and (ii) 90-Days after commencement of discharge for a new source, all industrial users subject to categorical Pretreatment Standards must submit a 90-Day report. All Baseline Reports and 90-Day Report must contain the following information:

(A) The name and address of the facility including the name of the operator and owners;

(B) A list of any environmental control permits held by or for the facility;

(C) A brief description of the nature, average rate of production, and Standard Industrial Classification of the operation(s) carried out by such Industrial User. This description should include a schematic process diagram which indicates points of Discharge to the POTW from the regulated processes.

(D) The measured average daily and maximum daily flow, in gallons per day, to the POTW from each of the following:

(i) Regulated process streams; and

(ii) Other streams as necessary to allow use of the combined wastestream formula. The Control Authority may allow for verifiable estimates of these flows where justified by cost or feasibility considerations.

(E) The Pretreatment Standards applicable to each regulated process, and the results of sampling and analysis identifying the nature and concentration (or mass, where required by the Standard or Control Authority) of regulated pollutants in the Discharge from each regulated process. Both daily maximum and average concentration (or mass, where required) shall be reported. The sample shall be representative of daily operations;

(F) A statement, reviewed by an authorized representative of the Industrial User and certified to by a qualified professional, indicating whether Pretreatment Standards are being met on a consistent basis and, if not, whether additional operation and maintenance (O and M) and/or additional pretreatment is required for the Industrial User to meet the Pretreatment Standards and Requirements; and

(G) If additional pretreatment and/or O and M will be required to meet the Pretreatment Standards; the shortest schedule by which the Industrial User will provide such additional pretreatment and/or O and M. The completion date in this schedule shall not be later than the compliance date established for the applicable Pretreatment Standard.

New sources must give estimates of information requested in paragraphs (D) and (E) and must include information on the method of pretreatment that will be used to meet applicable pretreatment standards.

(d) Compliance Schedule Progress Reports

(e) Periodic Self-Monitoring Reports

(f) Periodic Report of Continued Compliance (PRCC) containing information as required under 40 CFR 403.12(e) and (h)

All Significant Industrial Users must, at a frequency determined by the Manager, submit no less than twice per year (June and December [or on dates specified by Manager]) reports indicating the nature, concentration of pollutants in the discharge which are limited by Pretreatment Standards and the measured or estimated average and maximum daily flows for the reporting period. In cases

where the Pretreatment Standard requires compliance with a Best Management Practice (BMP) or pollution prevention alternative, the User must submit documentation required by the Manager or the Pretreatment Standard necessary to determine the compliance status of the User.

All periodic compliance reports must be signed and certified in accordance with Section 4.16 of this ordinance.

All wastewater samples must be representative of the User's discharge. Wastewater monitoring and flow measurement facilities shall be properly operated, kept clean, and maintained in good working order at all times. The failure of a User to keep its monitoring facility in good working order shall not be grounds for the User to claim that sample results are unrepresentative of its discharge.

If a User subject to the reporting requirement in this section monitors any regulated pollutant at the appropriate sampling location more frequently than required by the Agency, using the procedures prescribed in 40 CFR 403.12(g)(5), the results of this monitoring shall be included in the report.

(g) Hazardous Materials Management Plans

(h) Best Management Practice Plans

(i) Slug Control Plans containing information as required under 40 CFR 403.8(f)(2) (vi).

(j) Source Reduction Evaluation Review and Plans (SB14) and other pollution prevention plans

(k) SARA III Reports

(l) Written responses to Notices of Violation

(m) Facility Closure Plans

(n) Any data obtained from self-monitoring performed more frequently than required _____ by the Agency

(o) Solvent Management Plan

(p) Any other reports, written documents, and/or analytical results as deemed necessary by the Agency, to determine a user's compliance status with local, state and federal limits or requirements."

15. **Sewer Use Ordinance No. 36.03 § 6.11 – Appeals**

Section 6.11

Any user, permit applicant, or permit holder affected by any decision, action, or determination, including cease and desist orders made by the Manager or another employee of the Agency in ~~Manager~~, interpreting or implementing the provisions of this ordinance ~~these regulations~~ or in any permit issued herein, may file with the Manager a written appeal or request for reconsideration within ten days of such decision, action, or determination, setting forth in detail the facts supporting the user's request for reconsideration.

If the ruling made by the Manager is unsatisfactory to the person appealing or requesting reconsideration, he or she may, ~~within ten days after notification of Agency action~~, file a written appeal to the Agency's governing body within ten days after notification of Agency action. The written appeal shall be heard by the governing body within 30 days from the date of filing or as soon thereafter as reasonably possible. The Agency's governing body shall make a final ruling on the appeal within 30 ~~ten~~ days of the meeting ~~close of the hearing~~. The Manager's decision, action, or determination shall remain in effect during such period of appeal ~~reconsideration~~. The determination of an appeal by the governing body of the Agency shall constitute a final determination of the Agency and shall be subject to judicial review.

16. **Sewer Use Ordinance No. 36.03 § 6.12 – Submission of Reports.** This section was removed and incorporated in Sewer Use Ordinance No. 36.04 § 4.25 – Submission of Reports.

Sewer Use Ordinance No. 36.03 § 6.12:

~~The Agency has authority to require all Significant Industrial Users and any other designated dischargers to submit reports and schedules, including, but not limited to, the following:~~

~~(a) Wastewater Discharge Surveys~~

- ~~(b) — Chemical Use Reports~~
- ~~(c) — Baseline Monitoring Reports (BMR) containing information as required under 40 CFR 403.12(b)~~
- ~~(d) — Compliance Schedule Progress Reports~~
- ~~(e) — Report of Final Compliance with Categorical or Other Pretreatment Standards containing information as required under 40 CFR 403.12 (d)~~
- ~~(f) — Periodic Self monitoring Reports~~
- ~~(g) — Periodic Report of Continued Compliance (PRCC) containing information as required under 40 CFR 403.12(e) and (h)~~
- ~~(h) — Hazardous Materials Management Plans~~
- ~~(i) — Best Management Practice Plans~~
- ~~(j) — Slug Control Plans containing information as required under 40 CFR 403.8(f)(2) (vi).~~
- ~~(k) — Source Reduction Evaluation Review and Plans (SB14) and other pollution prevention plans~~
- ~~(l) — SARA III Reports~~
- ~~(m) — Written responses to Notices of Violation~~
- ~~(n) — 90-Day Reports~~
- ~~(o) — Facility Closure Plans~~
- ~~(p) — Any data obtained from self-monitoring performed more frequently than required by the Agency~~
- ~~(q) — Solvent Management Plan~~
- ~~(r) — Any other reports, written documents, and/or analytical results as deemed necessary by the Agency, to determine a user's compliance status with local, state and federal limits or requirements.~~

17. Sewer Use Ordinance No. 36.03 Supplement

"This Wastewater Discharge Regulations Supplement includes selected Code of Federal Regulations parts (listed as 40 CFR) referred to in the main section of this [ordinance for](#)

~~convenience only document.~~ Other 40 CFR parts, which are too lengthy to include in their entirety, are summarized. More information relating to these Federal Regulation references is available in the Union Sanitary District's Environmental Compliance Division Office and the text of the regulations is available online at <https://www.epa.gov/laws-reguations/regulations>.

Federal Regulations are updated from time to time. This document contains current regulations as of ~~April 2019~~~~October 1993~~. However, it is the responsibility of the user to ensure compliance with. ~~Compliance with any future~~ federal regulations, including any future amendments. is the responsibility of the user.

18. **Sewer Use Ordinance No. 36.03 Supplement: 40 CFR Part 2.302(2): Definition of Effluent Data**

40 CFR Part 2.302(2): Definition of Effluent Data

“(i) Effluent data means, with reference to any source of discharge of any pollutant (as that tem is defined in section 502(6) of the Act, 33 U.S.C. 1362 (6)):

(A) ~~(a)~~ Information necessary to determine the identity, amount, frequency, concentration, temperature or other characteristics (to the extent related to water quality) of any pollutant which has been discharged by the source (or of any pollutant resulting from any discharge from the source), or any combination of the foregoing;

(B) ~~(b)~~ Information necessary to determine the identity, amount, frequency, concentration, temperature or other characteristics (to the extent related to water quality) of the pollutants which, under an applicable standard or limitation, the source was authorized to discharge (including, to the extent necessary for such purpose, a description of the manner or rate of operation of the source); and

(C) ~~(c)~~ A general description of the location and/or nature of the source to the extent necessary to identify the source and to distinguish it from other sources (including, to the extent necessary for such purposes, a description of the device, installation or operation constituting the source).

(ii) Notwithstanding paragraph (a)(2)(i) of this section, the following information shall be considered to be effluent data only to the extent necessary to allow EPA to disclose publicly that a source is (or is not) in compliance with an applicable standard or limitation, or to allow EPA to demonstrate the feasibility, practicability, or attainability (or lack thereof) of an existing or proposed standard or limitation:

(A) Information concerning research, or the results of research, on any product, method, device, or installation (or any component thereof) which was produced, developed, installed, and used only for research purposes; and

(B) Information concerning any product, method, device, or installation (or any component thereof) designed and intended to be marketed or used commercially but not yet so marketed or used.”

19. **Sewer Use Ordinance No. 36.03 Supplement: 40 CFR Part 136: Guidelines Establishing Test Procedures for the Analysis of Pollutants**

“40 CFR Part 136: ~~Environmental Protection Agency Regulations on~~ Guidelines Establishing Test Procedures for the Analysis of Pollutants

(Summary) This part describes test procedures for performing analyses of wastewater constituents. Part 136 identifies test procedures and specifies application of and approval of alternate test procedures. Reprints of the introductory pages of this part are available upon request from the District.”

20. **Sewer Use Ordinance No. 36.03 Supplement: 40 CFR Part 261: Identification and Listing of Hazardous Waste**

“40 CFR Part 261: ~~Environmental Protection Agency Regulations for Identifying~~ Identification and Listing of Hazardous Waste

(Summary) This part ~~is commonly referred to as the RCRA regulations. It~~ includes criteria for identifying the characteristics of hazardous waste, as well as characteristics of hazardous waste and lists of hazardous wastes.

21. **Sewer Use Ordinance No. 36.03 Supplement: 40 CFR Part 403.5: National Pretreatment Standards: Prohibited Discharges**

40 CFR Part 403.5(f)

~~“(f) Compliance deadlines. Compliance with the provisions of this section is required beginning on March 16, 1981, except for paragraph (b)(5) of this section which must be complied with by August 25, 1981.”~~

22. **Sewer Use Ordinance No. 36.03 Supplement: 40 CFR Part 403.12: Reporting Requirements for POTWs and Industrial Users**

403 CFR Part 403.12

[\(Summary\)](#) This part contains the monitoring and reporting requirements for baseline monitoring reports and other required reports such as the periodic report of continued compliance. 40 CFR Part 403.12 is crucial to the implementation of and compliance with self-monitoring and reporting requirements. Portions of the regulations are summarized below. ~~Copies of the complete text are available from the District.~~

23. **Sewer Use Ordinance No. 36.03 Supplement: 40 CFR Part 403.12 (p): Hazardous Waste Discharge Notification**

40 CFR Part 403.12 (p)

~~“California regulation prohibits the disposal of hazardous wastes in the sanitary sewer. The following notification requirements contained in 40 CFR do not create a right to discharge any substance not otherwise permitted to be discharged by this ordinance, a permit issued under this ordinance, or any applicable Federal or State Law.~~

- (a) The [user](#) ~~Industrial User~~ shall notify the POTW, the EPA Regional Waste Management Division Director, and State hazardous waste authorities, in writing, of any discharge into the POTW of a substance which, if otherwise disposed of, would be a hazardous waste under 40 CFR Part 261. Such notification must include the name of the hazardous waste as set forth in 40 CFR Part 261, the EPA hazardous waste number, and the type of discharge (continuous, batch, or other). If the user discharges more than one hundred (100) kilograms of such waste per calendar month to the POTW, the notification also shall contain the following information to the extent such information is known and readily available to the [user](#) ~~Industrial User~~: an identification of the hazardous constituents contained in the wastes, an estimation of the mass and concentration of such constituents in the waste stream discharged during that calendar month, and an estimation of the mass of constituents in the waste stream expected to be discharged during the following twelve (12) months. All notifications must take place within one hundred and eighty (180) days of the effective date of this rule. [Users](#) ~~Industrial Users~~ who commence discharging after the effective date of this rule shall provide the notification no later than 180 days after the discharge of the listed or characteristic hazardous waste. Any notification under this paragraph need be submitted only once for each hazardous waste discharged. However, notifications of changed discharges must be submitted under 40 CFR 403.12 (j) (Section 4.20 of

this ordinance). The notification requirement in this section does not apply to pollutants already reported under the self-monitoring requirements of 40 CFR 403.12 (b), (d) and (e).”

24. Sewer Use Ordinance No. 36.03 Supplement: 40 CFR Part 405-471: Categorical Standards and Requirements

40 CFR Part 405-471

“(Summary) These parts describe the regulations applicable to categorical discharges. ~~Copies of specific parts are available from the District.~~ The following types of industries are currently subject to categorical standards:...”

25. Sewer Use Ordinance No. 36.03 Supplement: 40 CFR Parts 403.12 (b), (d), and (e) – these are being incorporated in Sewer Use Ordinance No. 36.04 § 4.25 – Submission of Reports.

~~**40 CFR Part 403.12(b)- Baseline Monitoring Reports**~~

~~Within 180 days after the effective date of a categorical standard in the case of an existing industrial user, or 90 days prior to commencement of discharge for a new source, all industrial users subject to categorical Pretreatment Standards must submit a baseline report containing the following information.~~

~~(a) The name and address of the facility including the name of the operator and owners;~~

~~(b) A list of any environmental control permits held by or for the facility;~~

~~(c) A brief description of the nature, average rate of production, and Standard Industrial Classification of the operation(s) carried out by such Industrial User. This description should include a schematic process diagram which indicates points of Discharge to the POTW from the regulated processes.~~

~~(d) The measured average daily and maximum daily flow, in gallons per day, to the POTW from each of the following:~~

~~(1) Regulated process streams; and~~

~~(2) Other streams as necessary to allow use of the combined waste stream formula. The Control Authority may allow for verifiable estimates of these flows where justified by cost or feasibility considerations.~~

~~(e) The Pretreatment Standards applicable to each regulated process, and the results of sampling and analysis identifying the nature and concentration (or mass, where required by the Standard or Control Authority) of regulated pollutants in the Discharge from each regulated process. Both daily maximum and average concentration (or mass, where required) shall be reported. The sample shall be representative of daily operations;~~

~~(f) A statement, reviewed by an authorized representative of the Industrial User and certified to by a qualified professional, indicating whether Pretreatment Standards are being met on a consistent basis and, if not, whether additional operation and maintenance (O and M) and/or additional pretreatment is required for the Industrial User to meet the Pretreatment Standards and Requirements; and~~

~~(g) If additional pretreatment and/or O and M will be required to meet the Pretreatment Standards; the shortest schedule by which the Industrial User will provide such additional pretreatment and/or O and M. The completion date in this schedule shall not be later than the compliance date established for the applicable Pretreatment Standard.~~

~~New sources must give estimates of information requested in paragraphs 4 and 5 and must include information on the method of pretreatment that will be used to meet applicable pretreatment standards.~~

40 CFR Part 403.12(d)- Final Compliance Reports

~~Within 90 days following the date for final compliance with applicable categorical Pretreatment Standards or, in the case of a new source, following commencement of the introduction of wastewater into the POTW, any industrial user subject to Federal Pretreatment Standards and Requirements must submit a report containing the following information.~~

~~(a) Flow measurements (average and maximum daily flow)~~

~~(b) Measurement of regulated pollutants in the discharge from each regulated waste stream.~~

~~(e) A certification statement indicating whether Pretreatment Standards are being met on a consistent basis.~~

~~**40 CFR Part 403.12(e): Periodic Reports of Continued Compliance**~~

~~All Significant Industrial Users must, at a frequency determined by the Manager, submit no less than twice per year (June and December [or on dates specified]) reports indicating the nature, concentration of pollutants in the discharge which are limited by Pretreatment Standards and the measured or estimated average and maximum daily flows for the reporting period. In cases where the Pretreatment Standard requires compliance with a Best Management Practice (BMP) or pollution prevention alternative, the User must submit documentation required by the Manager or the Pretreatment Standard necessary to determine the compliance status of the User.~~

~~All periodic compliance reports must be signed and certified in accordance with Section 4.16 of this ordinance.~~

~~All wastewater samples must be representative of the User's discharge. Wastewater monitoring and flow measurement facilities shall be properly operated, kept clean, and maintained in good working order at all times. The failure of a User to keep its monitoring facility in good working order shall not be grounds for the User to claim that sample results are unrepresentative of its discharge.~~

~~If a User subject to the reporting requirement in this section monitors any regulated pollutant at the appropriate sampling location more frequently than required by the Agency, using the procedures prescribed in 40 CFR 403.12(g)(5), the results of this monitoring shall be included in the report.~~

26. Sewer Use Ordinance No. 36.03 Supplement: Locally Regulated Toxic Organic Pollutants List - Locally Regulated Phenols are captured in Phenolics EPA Test Method 420 in Local Limits Section 2.10(b)(1)

**Locally Regulated Toxic Organic Pollutants
and
Locally Regulated Phenols**

Volatiles	Semi-Volatiles (cont'd)	Semi-Volatiles (cont'd)
<input type="checkbox"/> Acrolein	<input type="checkbox"/> Benzo(ghi)perylene	<input type="checkbox"/> Nitrobenzene
<input type="checkbox"/> Acrylonitrile	<input type="checkbox"/> Benzo(k)fluoranthene	<input type="checkbox"/> Phenanthrene
<input type="checkbox"/> Benzene	<input type="checkbox"/> 3,4-benzofluoranthene	<input type="checkbox"/> Pyrene
<input type="checkbox"/> Bromoform	<input type="checkbox"/> Bis (2-chloroisopropyl) ether	<input type="checkbox"/> 1,2,4-trichlorobenzene
<input type="checkbox"/> Carbon tetrachloride	<input type="checkbox"/> Bis (2-chloroethoxy) methane	
<input type="checkbox"/> Chlorobenzene	<input type="checkbox"/> Bis (2-chloroethyl) ether	Locally Regulated Phenols
<input type="checkbox"/> Chloroethane	<input type="checkbox"/> Bis (2-ethylhexyl) phthalate	<input type="checkbox"/> 2-chlorophenol
<input type="checkbox"/> 2-chloroethylvinyl ether	<input type="checkbox"/> 4-bromophenyl phenyl ether	<input type="checkbox"/> 4-chloro-3-methyl phenol
<input type="checkbox"/> Chloroform	<input type="checkbox"/> Butyl benzyl phthalate	<input type="checkbox"/> 2,4-dichlorophenol
<input type="checkbox"/> Dibromochloromethane	<input type="checkbox"/> 2-chloronaphthalene	<input type="checkbox"/> 2,4-dimethylphenol
<input type="checkbox"/> Dichlorobromomethane	<input type="checkbox"/> 4-chlorophenyl phenyl ether	<input type="checkbox"/> 2-methyl-4,6-dinitrophenol
<input type="checkbox"/> 1,1-dichloroethane	<input type="checkbox"/> Chrysene	<input type="checkbox"/> 2-methyl phenol
<input type="checkbox"/> 1,2-dichloroethane	<input type="checkbox"/> Dibenzo(a,h)anthracene	<input type="checkbox"/> 4-methyl phenol
<input type="checkbox"/> 1,1-dichloroethylene	<input type="checkbox"/> 1,2-dichlorobenzene	<input type="checkbox"/> 2-nitro phenol
<input type="checkbox"/> 1,2-dichloropropane	<input type="checkbox"/> 1,3-dichlorobenzene	<input type="checkbox"/> 4-nitro phenol
<input type="checkbox"/> 1,3-dichloropropylene	<input type="checkbox"/> 1,4-dichlorobenzene	<input type="checkbox"/> Pentachlorophenol
<input type="checkbox"/> Ethylbenzene	<input type="checkbox"/> 3,3-dichlorobenzidine	<input type="checkbox"/> Phenol
<input type="checkbox"/> Methyl bromide	<input type="checkbox"/> Diethyl phthalate	<input type="checkbox"/> 2,4,6-trichlorophenol
<input type="checkbox"/> Methyl chloride	<input type="checkbox"/> Dimethyl phthalate	
<input type="checkbox"/> Methylene chloride	<input type="checkbox"/> Di-n-butyl phthalate	
<input type="checkbox"/> Tetrachloroethylene (PCE)	<input type="checkbox"/> Di-n-octyl phthalate	
<input type="checkbox"/> 1,1,2,2-tetrachloroethane	<input type="checkbox"/> 2,4-dinitrotoluene	
<input type="checkbox"/> 1,1,1-trichloroethane (TCA)	<input type="checkbox"/> 2,6-dinitrotoluene	
<input type="checkbox"/> 1,1,2-trichloroethane	<input type="checkbox"/> 1,2-diphenylhydrazine	
<input type="checkbox"/> Toluene	<input type="checkbox"/> Fluoranthene	
<input type="checkbox"/> 1,2-trans-dichloroethylene	<input type="checkbox"/> Fluorene	
<input type="checkbox"/> Trichloroethylene (TCE)	<input type="checkbox"/> Hexachlorobenzene	
<input type="checkbox"/> Vinyl chloride	<input type="checkbox"/> Hexachlorobutadiene	
	<input type="checkbox"/> Hexachlorocyclopentadiene	
Semi-Volatiles	<input type="checkbox"/> Hexachloroethane	
<input type="checkbox"/> Acenaphthene	<input type="checkbox"/> Indeno (1,2,3-cd)pyrene	
<input type="checkbox"/> Acenaphthylene	<input type="checkbox"/> Isophorone	
<input type="checkbox"/> Anthracene	<input type="checkbox"/> N-nitrosodi-n-propylamine	
<input type="checkbox"/> Benzidine	<input type="checkbox"/> N-nitrosodimethylamine	
<input type="checkbox"/> Benzo(a)anthracene	<input type="checkbox"/> N-nitrosodiphenylamine	
<input type="checkbox"/> Benzo(a)pyrene	<input type="checkbox"/> Naphthalene	

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171420	6/13/2019	143	11343944	BROWN & CALDWELL CONSULTANTS	PRIMARY DIGESTER NO. 7		\$170,976.89
	6/13/2019	143	11343754		STANDBY POWER SYSTEM UPGRADE	\$51,946.13	
	6/13/2019	143	11343756		EMERGENCY OUTFALL OUTLET IMPROVEMENTS	\$110,419.97	
	6/13/2019	143	11343755		EMERGENCY OUTFALL OUTLET IMPROVEMENTS	\$7,969.89	
	6/13/2019	143	11343755		EMERGENCY OUTFALL OUTLET IMPROVEMENTS	\$640.90	
171453	6/13/2019	170	380420190603	PACIFIC GAS AND ELECTRIC	SERV TO 06/02/19 CHERRY ST PS		\$105,435.15
	6/13/2019	110	170120190603		SERV TO 05/21/2019 PLANT	\$246.29	
	6/13/2019	170	761520190528		SERV TO 05/27/19 NEWARK PS	\$80,711.24	
	6/13/2019	110	224720190530		SERV TO 05/22/19 CS TRAINING TRAILER	\$24,405.33	
	6/13/2019	170	096020190603		SERV TO 06/02/19 CATHODIC PROJECT	\$26.53	
						\$45.76	
171344	6/6/2019	143	2000206481	AECOM TECHNICAL SERVICES INC	CENTRIFUGE BUILDING IMPROVEMENTS		\$76,972.12
						\$76,972.12	
171365	6/6/2019	170	13352	DIABLO BOILER & STEAM INC	COGEN 1 EXHAUST HEAT RECOVERY UNIT		\$49,186.66
						\$49,186.66	
171359	6/6/2019	143	177105	CAROLLO ENGINEERS	NEWARK EQUALIZATION STORAGE FACILITIES		\$44,817.97
						\$44,817.97	
171390	6/6/2019	143	27032	RMC WATER AND ENVIRONMENT	USD PLANT MASTER PLAN		\$34,011.87
						\$34,011.87	
171364	6/6/2019		3433988A	DELTA DENTAL SERVICE	MAY 2019 DENTAL		\$23,549.11
	6/6/2019		3433988C		MAY 2019 DENTAL	\$2,868.41	
						\$20,680.70	

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171405	6/6/2019	121	43348	WECO INDUSTRIES LLC	1 CONTROL BOX & FOAM COAT NOZZLES		
						\$2,755.36	\$21,870.74
	6/6/2019	121	43322		SMALL TRUCK REPAIRS & PARTS	\$755.76	
	6/6/2019	121	43321		SMALL TRUCK REPAIRS & PARTS	\$1,484.35	
	6/6/2019	121	43349		240 GALS SANAFOAM VAPOROOTER II	\$16,875.27	
171441	6/13/2019	120	43497	LMK TECHNOLOGIES LLC	6 EA LMK TRAILER PIPE KITS	\$19,726.24	\$19,726.24
171401	6/6/2019	110	940100	UNIVAR USA INC	4698.3 GALS SODIUM HYPOCHLORITE	\$3,371.76	\$17,398.12
	6/6/2019	110	940051		4947.9 GALS SODIUM HYPOCHLORITE	\$3,550.88	
	6/6/2019	110	940705		4799.6 GALS SODIUM HYPOCHLORITE	\$3,444.46	
	6/6/2019	110	940135		4800 GALS SODIUM HYPOCHLORITE	\$3,444.75	
	6/6/2019	110	940527		4997.2 GALS SODIUM HYPOCHLORITE	\$3,586.27	
171350	6/6/2019	110	1096	B.R. FROST COMPANY INC	LIQUID CLEANING SERVICES	\$16,600.00	\$16,600.00
171464	6/13/2019	110	941156	UNIVAR USA INC	4800 GALS SODIUM HYPOCHLORITE	\$3,444.75	\$10,585.43
	6/13/2019	110	941320		5000 GALS SODIUM HYPOCHLORITE	\$3,588.28	
	6/13/2019	110	941620		4950 GALS SODIUM HYPOCHLORITE	\$3,552.40	
171421	6/13/2019	110	35318	CALIFORNIA WATER TECHNOLOGIES	42,260 LBS FERROUS CHLORIDE	\$5,384.04	\$10,498.09
	6/13/2019	110	35317		40,620 LBS FERROUS CHLORIDE	\$5,114.05	
171466	6/13/2019	171	907733	VINCENT ELECTRIC MOTOR CO	COGEN #1 EXCITER REPAIR	\$4,582.00	\$10,224.54
	6/13/2019	171	907732		COGEN #1 ALTERNATOR REPAIR	\$3,426.98	
	6/13/2019	171	907734		COGEN #1 GENERATOR HEATERS	\$2,215.56	

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171408	6/6/2019	173	427515	ZETRON INC	1 ALARM SYSTEM FOR SCADA		
						\$9,821.55	\$9,821.55
171381	6/6/2019		37432220190601	LINCOLN NATIONAL LIFE INS COMP	LIFE & DISABILITY INSURANCE - JUNE 2019		
						\$8,530.46	\$8,530.46
171360	6/6/2019		SHH2785	CDW GOVERNMENT LLC	FY19 SWITCHES R AND R		
						\$3,837.33	\$7,988.43
	6/6/2019	173	SJB5244		LAB MOBILE PILOT FOR LIMS		
						\$4,151.10	
171398	6/6/2019	113	9020898136	THERMO ELECTRON NORTH AMERICA	ICP SERVICE & MAINTENANCE PLAN 7/15/19 - 7/14/20		
						\$7,649.00	\$7,649.00
171369	6/6/2019	170	242640	FRANK A OLSEN COMPANY	5 - 6" PEC DEZURIK STOCK		
						\$6,482.74	\$6,482.74
171345	6/6/2019	170	190502503	AIRTECH MECHANICAL INC	SERVICE CALL: BLDG 90 COGEN MCC ROOM		
						\$1,561.90	\$5,679.58
	6/6/2019	170	190502518		APR 2019: FILTER CHANGE BLDGS 54, 63, 81, 90		
						\$915.00	
	6/6/2019	170	190502504		SERVICE CALL: BLDG 90 COGEN MCC ROOM		
						\$1,243.48	
	6/6/2019	170	190502522		SERVICE CALL: BLDG 90 CHILLER #8		
						\$1,959.20	
171374	6/6/2019	170	3N4874	HARRINGTON INDUSTRIAL PLASTICS	ASTD PVC PARTS & MATERIALS		
						\$784.97	\$5,663.98
	6/6/2019		3N4876		ASTD PVC PARTS & MATERIALS		
						\$141.81	
	6/6/2019	170	3N4875		2 EA BALL VALVES		
						\$307.44	
	6/6/2019	170	3N5105		500 FT 3/4" TUBING		
						\$4,195.20	
	6/6/2019	170	3N4907		ASTD PVC PARTS & MATERIALS		
						\$234.56	

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171411	6/13/2019	120	4107361120190603	ALAMEDA COUNTY WATER DISTRICT	SERV TO: 05/31/19-MTR HYD 15001101		
						\$552.84	\$5,394.91
	6/13/2019	120	4107393220190603		SERV TO: 05/31/19-MTR HYD 1643527	\$627.97	
	6/13/2019	120	4107393420190603		SERV TO: 05/31/19-MTR HYD 15952331	\$733.55	
	6/13/2019	120	4108253920190603		SERV TO: 05/31/19-MTR HYD 32896061	\$994.27	
	6/13/2019	120	4107361320190603		SERV TO: 05/31/19-MTR HYD 16320037	\$526.33	
	6/13/2019	120	4107393120190603		SERV TO: 05/31/19-MTR HYD 16435270	\$698.67	
	6/13/2019	170	4047286120190605		SERV TO: 06/03/19 - PASEO PADRE	\$54.43	
	6/13/2019	120	4107393020190603		SERV TO: 05/31/19-MTR HYD 15141193	\$636.33	
	6/13/2019	120	4107393520190603		SERV TO: 05/31/19-MTR HYD 16435269	\$570.52	
171355	6/6/2019	110	35284	CALIFORNIA WATER TECHNOLOGIES	42,760 LBS FERROUS CHLORIDE	\$5,351.32	\$5,351.32
171456	6/13/2019	123	1839819001	R&B COMPANY	4 - 15 INCH CONNECTIONS	\$1,869.59	\$5,115.92
	6/13/2019	170	1843531001		6 VIC CAPS / 6 GASKETS	\$765.98	
	6/13/2019	170	1842126002		4 VICTAULIC 31 COUPLERS	\$2,480.35	
171410	6/13/2019	170	190502509	AIRTECH MECHANICAL INC	SERVICE CALL: BLDG 90 COGEN MCC ROOM	\$4,190.57	\$4,190.57
171379	6/6/2019		8787	JONES BOSCELL FREMONT RP LLC	REFUND # 22035	\$4,157.50	\$4,157.50
171455	6/13/2019	136	41910524	PFM ASSET MANAGEMENT LLC	INVESTMENT MANAGEMENT / ADVISORY SERVICES	\$4,147.44	\$4,147.44
171460	6/13/2019	110	19052014	S&S TRUCKING	GRIT HAULING 05/02/2019	\$791.88	\$4,062.67
	6/13/2019	110	19052204		GRIT HAULING 05/14, 05/17, 05/20/2019	\$2,520.79	
	6/13/2019	110	19052023		GRIT BIN RENTAL 05/01/2019	\$750.00	

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171414	6/13/2019	170	7016336617	APPLIED INDUSTRIAL TECHNOLOGIE	2 CENTRIFUGE CONVEYOR HANGER BEARING MAXAM	\$3,867.02	\$3,867.02
171400	6/6/2019	143	9902842019	TRIMARK ASSOCIATES INC	COGEN PROJECT	\$3,840.00	\$3,840.00
171416	6/13/2019		13077842	AT&T	SERV: 04/20/19 - 05/19/19	\$3,581.80	\$3,815.78
	6/13/2019		13077840		SERV: 04/20/19 - 05/19/19	\$20.63	
	6/13/2019		13077864		SERV: 04/20/19 - 05/19/19	\$213.35	
171432	6/13/2019	113	1166021	ENTHALPY ANALYTICAL LLC	35 LAB SAMPLE ANALYSIS	\$3,025.00	\$3,440.00
	6/13/2019	113	1166263		9 LAB SAMPLE ANALYSIS	\$415.00	
171385	6/6/2019	120	1029305	MISSION COMMUNICATIONS LLC	ANNUAL MANHOLE MONITORING SERVICE RENEWAL	\$3,411.00	\$3,411.00
171424	6/13/2019		7884	CENTERPOINT INTEGRATED SOLUTNS	REFUND # 21760	\$3,300.00	\$3,300.00
171403	6/6/2019		806902248	VISION SERVICE PLAN - CA	JUNE 2019 VISION STMT	\$43.78	\$3,195.94
	6/6/2019		806902244		JUNE 2019 VISION STMT	\$3,152.16	
171357	6/6/2019		20104028	CANON SOLUTIONS AMERICA INC	LEASE 6 CANON COLOR COPIERS	\$3,154.15	\$3,154.15
171437	6/13/2019	173	11422353	HACH COMPANY	HACH WIMS INTERFACE WITH XLIMS	\$3,040.00	\$3,040.00
171378	6/6/2019	121	251388	INVENTIVE RESOURCES INC.	3 EA MANHOLE ODOR ELIMINATOR UNITS	\$2,984.63	\$2,984.63
171452	6/13/2019	121	137971	MUNICIPAL MAINT EQUIPMENT INC	ENZ NOZZEL REPAIR	\$2,767.85	\$2,767.85
171458	6/13/2019	170	276878	RF MACDONALD CO	2 AERATION GROUNDWATER PUMPS	\$2,733.74	\$2,733.74
171402	6/6/2019		9830558661	VERIZON WIRELESS	WIRELESS SERV 04/21/2019 - 05/20/2019	\$2,696.42	\$2,696.42
171457	6/13/2019	120	916003850168	REPUBLIC SERVICES #916	RECYCLE & ROLL OFF - JUNE 2019	\$2,611.87	\$2,611.87
171428	6/13/2019		10043	DINELLI PLUMBING	REFUND # 22061	\$2,500.00	\$2,500.00

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171395	6/6/2019	134	721794392501	STAPLES CONTRACT & COMMERCIAL	JANITORIAL & BREAK ROOM SUPPLIES		\$2,396.23
	6/6/2019	134	721762845101		JANITORIAL & BREAK ROOM SUPPLIES	\$554.25	
	6/6/2019	134	721786154601		JANITORIAL & BREAK ROOM SUPPLIES	\$599.20	
	6/6/2019	134	721863212101		JANITORIAL & BREAK ROOM SUPPLIES	\$58.65	
	6/6/2019	134	721846198501		JANITORIAL & BREAK ROOM SUPPLIES	\$817.61	
	6/6/2019	134				\$366.52	
171459	6/13/2019	130	53490003	ROBERT HALF INTERNATIONAL INC	TEMP LABOR-SAHNI, M. WK END 05/17/2019		\$2,394.40
	6/13/2019	130	53412182		TEMP LABOR-SAHNI, M. WK END 05/03/2019	\$1,082.40	
						\$1,312.00	
171436	6/13/2019		9166690074	GRAINGER INC	1 EA Y STRAINERS		\$2,185.57
	6/13/2019	111	9169266682		2 LONG-HANDLED DUST PANS	\$71.30	
	6/13/2019		9168001197		ASTD PARTS & MATERIALS	\$32.17	
	6/13/2019		9166095860		CREDIT FOR 1 EA Y STRAINERS	\$138.41	
	6/13/2019		9170575618		40 PKS DISPOSABLE GLOVES	\$-71.30	
	6/13/2019	122	9166955360		1 EA WELDING CURTAIN	\$267.79	
	6/13/2019		9166922246		ASTD PARTS & MATERIALS	\$51.41	
	6/13/2019	122	9168001189		2 DISPOSABLE RESPIRATORS	\$819.11	
	6/13/2019	170	9168596113		1 CORDLESS ROTARY HAMMER DRILL KIT	\$86.09	
	6/13/2019		9170977764		ASTD PARTS & MATERIALS	\$475.48	
						\$315.11	

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171372	6/6/2019	111	9164651920	GRAINGER INC	2 EA EXTENSION CORDS	\$32.13	\$2,172.40
	6/6/2019		9156533821		2 BALL VALVES	\$108.44	
	6/6/2019		9162743950		1 AIR LINE LUBRICATOR	\$55.06	
	6/6/2019	170	9156363120		1 DISCONNECT SWITCH	\$273.20	
	6/6/2019	111	9161559019		3 CULTIVATORS	\$100.95	
	6/6/2019		9157360497		ASTD PARTS & MATERIALS	\$1,161.13	
	6/6/2019	111	9164007560		3 SWIVEL SPOUTS	\$37.76	
	6/6/2019		9162743943		ASTD PARTS & MATERIALS	\$403.73	
171439	6/13/2019	113	20026023	KELLY SERVICES INC	TEMP LABOR-THACH, P. WKS ENDING 05/12/19 & 5/19/19	\$2,072.40	\$2,072.40
171343	6/6/2019	134	68593	3T EQUIPMENT COMPANY INC	5 LEADERHOSE COUPLINGS / 1 NOZZLE EXTENSION	\$2,068.52	\$2,068.52
171423	6/13/2019		SJL9541	CDW GOVERNMENT LLC	FY19 SWITCHES R AND R	\$1,325.02	\$1,817.84
	6/13/2019	173	SJL0432		LAB MOBILE PILOT FOR LIMS	\$492.82	
171418	6/13/2019	130	13629520	BLAISDELL'S	2PK BUS CARDS	\$20.83	\$1,774.64
	6/13/2019		13571650		40 BX PAPER	\$1,753.81	

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171384	6/6/2019	170	96119290	MCMASTER SUPPLY INC	ASTD PARTS & MATERIALS	\$90.75	\$1,650.22
	6/6/2019	170	96119289		ASTD PARTS & MATERIALS	\$54.99	
	6/6/2019	170	96245489		ASTD PARTS & MATERIALS	\$80.32	
	6/6/2019	170	96329138		4 LP GALVANIZED STEEL PIPE FLANGES	\$193.46	
	6/6/2019	120	96218437		100 FT CUT-RESISTANT ROUND-LINK CHAIN	\$782.27	
	6/6/2019	120	96282167		42 OVAL SHAPED THREADED CONN ECTING LINKS	\$376.28	
	6/6/2019		96482379		2 EA GASKET MAKER SEALANT	\$26.63	
	6/6/2019	170	95898904		4 EA PLASTIC HANDLES	\$45.52	
171393	6/6/2019	110	19051619	S&S TRUCKING	GRIT HAULING 05/06 & 05/09/2019	\$1,609.59	\$1,609.59
171412	6/13/2019	170	5206262	ALL INDUSTRIAL ELECTRIC SUPPLY	ASTD PARTS & MATERIALS	\$805.30	\$1,438.51
	6/13/2019	170	5208091		1 SCPE2410 SLECT-A-CHARGE	\$336.89	
	6/13/2019	170	5208230		40 LED BAYONETS	\$296.32	
171389	6/6/2019		20190531	LOUIS RIVERA III	COMPUTER NOTE	\$1,429.48	\$1,429.48
171426	6/13/2019	110	1416361	DEPARTMENT OF GENERAL SERVICES	SERV: APR 2019 PLANT	\$1,365.07	\$1,365.07
171442	6/13/2019	173	18301	LOOKINGPOINT INC	ANNUAL PHONE AND NETWORK SUPPORT - MAY 2019	\$1,225.00	\$1,225.00
171427	6/13/2019	170	13362	DIABLO BOILER & STEAM INC	SERVICE CALL: AIR ACTUATOR	\$1,127.00	\$1,127.00
171391	6/6/2019	130	53458478	ROBERT HALF INTERNATIONAL INC	TEMP LABOR-SAHNI, M. WK END 05/10/2019	\$1,049.60	\$1,049.60

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171383	6/6/2019	121	4656817	MALLORY SAFETY AND SUPPLY LLC	3 ASTD HARNESS & LANYARDS	\$905.74	\$1,009.45
	6/6/2019	121	4652960		2 EA MILLER O-RING EXTENSIONS	\$64.35	
	6/6/2019		4653642		2 EA REFLECTIVE VESTS	\$39.36	
171388	6/6/2019	170	204120	NAYLOR STEEL INC	ASTD METAL, STEEL, STAINLESS & ALUMINUM	\$118.97	\$1,008.85
	6/6/2019	122	203987		ASTD METAL, STEEL, STAINLESS & ALUMINUM	\$308.55	
	6/6/2019	122	204024		ASTD METAL, STEEL, STAINLESS & ALUMINUM	\$182.03	
	6/6/2019	122	204285		ASTD METAL, STEEL, STAINLESS & ALUMINUM	\$399.30	
171415	6/13/2019	170	670509	A-PRO PEST CONTROL INC	MAY PEST CONTROL	\$1,005.00	\$1,005.00
171404	6/6/2019	113	8086320254	VWR INTERNATIONAL LLC	LAB SUPPLIES	\$39.05	\$992.89
	6/6/2019	134	8086280481		LAB SUPPLIES	\$812.91	
	6/6/2019	113	8086329524		LAB SUPPLIES	\$50.50	
	6/6/2019	113	8086332987		LAB SUPPLIES	\$90.43	
171448	6/13/2019	150	20190523	MINERVA'S RSTRNT & CATERING	SOCIAL CMTE MEET & GREET BREAKFAST CATERING	\$950.00	\$950.00
171454	6/13/2019		117427333	PACIFIC GAS AND ELECTRIC	STANDBY POWER SYSTEM UPGRADE-DISCONNECT FEE	\$945.00	\$945.00
171348	6/6/2019		13049222	AT&T	SERV: 04/13/19 - 05/12/19	\$65.87	\$943.85
	6/6/2019		13049219		SERV: 04/13/19 - 05/12/19	\$747.80	
	6/6/2019		13049221		SERV: 04/13/19 - 05/12/19	\$42.82	
	6/6/2019		13049223		SERV: 04/13/19 - 05/12/19	\$87.36	

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171434	6/13/2019	111	20190610	MICHAEL FULKERSON	EXP REIMB: SAFETY RECOGNITION		
	6/13/2019	111	20190610.1		TRAVEL REIMB: WEFTEC CONF LODGING/AIRFARE	\$151.11	\$940.86
						\$789.75	
171409	6/13/2019		9088858020	AIRGAS NCN	2 CYL WELDING GAS	\$649.72	\$921.99
	6/13/2019	121	9089101920		ASTD PARTS & MATERIALS	\$16.51	
	6/13/2019	170	9088955734		1 CYL NITROGEN	\$87.12	
	6/13/2019	170	9088999926		2 CYL NITROGEN	\$168.64	
171407	6/6/2019	141	2038191	WEST YOST ASSOCIATES	FM RELOCATION NEAR HICKORY STREET	\$894.00	\$894.00
171386	6/6/2019	170	24059699	MOTION INDUSTRIES INC	ASTD NUTS & BOLTS	\$566.39	\$840.57
	6/6/2019	170	24060383		ASTD PARTS & MATERIALS	\$274.18	
171438	6/13/2019	113	190602	IEH-BIOVIR LABORATORIES	LAB SAMPLE ANALYSIS	\$140.00	\$840.00
	6/13/2019	113	190609		LAB SAMPLE ANALYSIS	\$140.00	
	6/13/2019	113	190622		LAB SAMPLE ANALYSIS	\$140.00	
	6/13/2019	113	190581		LAB SAMPLE ANALYSIS	\$140.00	
	6/13/2019	113	190628		LAB SAMPLE ANALYSIS	\$140.00	
	6/13/2019	113	190616		LAB SAMPLE ANALYSIS	\$140.00	
171447	6/13/2019	113	654730840	METTLER-TOLEDO INC	BALANCE ANNUALCALIBRATION SERVICE	\$762.34	\$762.34
171449	6/13/2019	121	1029418	MISSION COMMUNICATIONS LLC	5 ANTENNAS	\$760.00	\$760.00

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171356	6/6/2019	113	598872	CALTEST ANALYTICAL LABORATORY	4 LAB SAMPLE ANALYSIS	\$151.20	\$727.65
	6/6/2019	113	599061		9 LAB SAMPLE ANALYSIS	\$340.20	
	6/6/2019	113	599062		7 LAB SAMPLE ANALYSIS	\$236.25	
171347	6/6/2019		1102178389	AMERIPRIDE SERVICES INC	UNIFORM LAUNDERING SERVICE	\$352.09	\$695.57
	6/6/2019	122	1102171731		ASTD DUST MOPS, WET MOPS & TERRY TOWEL	\$47.58	
	6/6/2019		1102178377		UNIFORM LAUNDERING & RUGS	\$248.32	
	6/6/2019	122	1102178409		ASTD DUST MOPS, WET MOPS & TERRY TOWEL	\$47.58	
171397	6/6/2019	144	20326616	TELEDYNE ISCO INC	30 POLYPROPYLENE BOTTLES	\$683.19	\$683.19
171429	6/13/2019	173	432888	DLT SOLUTIONS, LLC	AWS CLOUD STORAGE - APRIL 2019	\$677.30	\$677.30
171382	6/6/2019	120	843435	LMK TECHNOLOGIES LLC	3 AIRHOSE DRUM FOR PACKERS	\$627.80	\$627.80
171413	6/13/2019		1102181492	AMERIPRIDE SERVICES INC	UNIFORM LAUNDERING & RUGS	\$249.82	\$600.41
	6/13/2019		1102181501		UNIFORM LAUNDERING SERVICE	\$350.59	
171387	6/6/2019	170	823711	NAPA AUTO PARTS	1 EA BATTERY	\$322.89	\$590.98
	6/6/2019	122	20190527		MONTHLY AUTO PARTS STMT - MAY 2019	\$268.09	
171375	6/6/2019	170	768520190528	HOME DEPOT CREDIT SERVICES	MONTHLY HARDWARE STMT - MAY 2019	\$547.96	\$547.96
171451	6/13/2019		24060505	MOTION INDUSTRIES INC	2 KLUBER GREASE ASONIC GHY 72	\$525.54	\$525.54
171367	6/6/2019		10241	ER PLUMBING & CONSTRUCTION	REFUND # 22041	\$500.00	\$500.00
171399	6/6/2019		10028	TRENCHFREE INC	REFUND # 22048	\$500.00	\$500.00
171431	6/13/2019		10080	E Z PLUMBING	REFUND # 22065	\$500.00	\$500.00

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Check No.	Date	Dept	Invoice No.	Vendor	Description	Invoice Amt	Check Amt
171440	6/13/2019		8267	CHUNG FENG LIANG	REFUND # 22066		
						\$500.00	\$500.00
171450	6/13/2019		10091	MONARCH PLUMBING & ROOTER INC	REFUND # 22069		
						\$500.00	\$500.00
171465	6/13/2019		9831147116	VERIZON WIRELESS	WIRELESS SERV 05/02/19-06/01/19 & (6) IPADS		
						\$496.70	\$496.70
171358	6/6/2019	170	21660283	CARBOLINE COMPANY	PAINT & RELATED PAINT SUPPLIES		
						\$477.37	\$477.37
171392	6/6/2019	134	7789872900	RS HUGHES CO INC	ASTD SAFETY SUPPLIES		
						\$469.12	\$469.12
171380	6/6/2019	170	62600000163092	KELLY-MOORE PAINT COMPANY	ASTD PAINT SUPPLIES		
						\$84.10	\$460.88
	6/6/2019	170	62600000165790		ASTD PAINT SUPPLIES		
						\$-32.44	
	6/6/2019	170	62600000165792		ASTD PAINT SUPPLIES		
						\$76.84	
	6/6/2019	170	62600000165791		ASTD PAINT SUPPLIES		
						\$332.38	
171354	6/6/2019	130	13604410	BLAISDELL'S	ASTD OFFICE SUPPLIES		
						\$103.56	\$457.90
	6/6/2019	141	13610230		ASTD OFFICE SUPPLIES		
						\$84.82	
	6/6/2019	130	13602971		1 PK ERASERS		
						\$2.40	
	6/6/2019	143	13619770		ASTD OFFICE SUPPLIES		
						\$8.45	
	6/6/2019	170	13544170		2 CALENDARS		
						\$10.96	
	6/6/2019	120	13579980		1 LAMINATE CRG		
						\$97.67	
	6/6/2019	130	13604411		2 PK LABEL TAPE		
						\$57.05	
	6/6/2019	110	13596890		ASTD OFFICE SUPPLIES		
						\$83.58	
	6/6/2019	130	13602970		ASTD OFFICE SUPPLIES		
						\$9.41	

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Check No.	Date	Dept	Invoice No.	Vendor	Description	Invoice Amt	Check Amt
171446	6/13/2019	170	96899793	MCMaster SUPPLY INC	ASTD PARTS & MATERIALS	\$74.90	\$441.61
	6/13/2019	170	96723728		CREDIT FOR INV 96119289 ASTD PARTS & MATERIALS	\$-55.93	
	6/13/2019	170	96710224		CREDIT FOR INV 96119290 ASTD PARTS & MATERIALS	\$-92.37	
	6/13/2019	170	97172146		4 EA NFPA DIAMOND LABEL SIGNS	\$33.72	
	6/13/2019	120	96834214		20 EA PLASTIC BINS	\$337.62	
	6/13/2019	170	97136692		1 STEEL PIPE NIPPLE	\$143.67	
171370	6/6/2019		20190603	MICHAEL FULKERSON	TUITION REIMB - SPRING QTR 2019	\$436.83	\$436.83
171425	6/13/2019	143	3252193	DAILY JOURNAL CORPORATION	CATHODIC PROTECTION IMPROVEMENTS - PLANT	\$415.00	\$415.00
171394	6/6/2019	134	1908946002	SAN LEANDRO ELECTRIC SUPPLY	ASTD ELECTRICAL SUPPLIES	\$405.64	\$411.73
	6/6/2019	134	1905514005		ASTD ELECTRICAL SUPPLIES	\$2.50	
	6/6/2019	134	1905514004		ASTD ELECTRICAL SUPPLIES	\$3.59	
171366	6/6/2019	113	1165305	ENTHALPY ANALYTICAL LLC	4 LAB SAMPLE ANALYSIS	\$410.00	\$410.00
171368	6/6/2019	170	904010511	EVOQUA WATER TECHNOLOGIES	DI WATER SYSTEM	\$401.24	\$401.24
171430	6/13/2019	110	201963	DUBLIN SAN RAMON SVCS DISTR	FY19-20 BAY AREA CHEMICAL CONSORTIUM BIDDING PARTICIPATI	\$366.00	\$366.00
171433	6/13/2019	113	901770	ENVIRONMENTAL RESOURCE ASSOC	3 TRACE METALS WASTEWATR QC	\$341.58	\$341.58
171346	6/6/2019	170	5207524	ALL INDUSTRIAL ELECTRIC SUPPLY	ASTD PARTS & MATERIALS	\$335.30	\$335.30
171349	6/6/2019	170	428565001	AUTO BODY TOOLMART	ASTD PARTS & MATERIALS	\$290.67	\$290.67
171462	6/13/2019		20052	THE CONSTRUCTION ZONE LLC	3 TRAFFIC SAFETY STANDS	\$279.86	\$279.86
171406	6/6/2019	173	6027204	WEST SAFETY SERVICES INC	E911 CLOUD SERVICE	\$250.00	\$250.00

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Check No.	Date	Dept	Invoice No.	Vendor	Description	Invoice Amt	Check Amt
171422	6/13/2019	113	599378	CALTEST ANALYTICAL LABORATORY	5 LAB SAMPLE ANALYSIS	\$236.25	\$236.25
171351	6/6/2019		20190603	ANDREW BAILE	TUITION REIMB - SPRING QTR 2019	\$219.76	\$219.76
171396	6/6/2019		82768	STARLINE SUPPLY COMPANY	4 CS COMPOSTABLE UTENSILS	\$215.42	\$215.42
171461	6/13/2019		20190611	KAROLINE TERRAZAS	EXP REIMB: LUNCH FOR PLANNER/SCHEDULER MEETINGS X 2 DAY	\$214.35	\$214.35
171417	6/13/2019	171	22435800	BECK'S SHOES	SAFETY SHOES: E. TATOLA	\$208.00	\$208.00
171353	6/6/2019	134	3005	BAY AREA BARRICADE SERVICE INC	4 MARKING PAINT	\$197.34	\$197.34
171361	6/6/2019	111	20190529.1	MITCHELL COSTELLO	EXP REIMB: TPO TEAM SAFETY INCENTIVE PROG - 4TH QTR	\$188.16	\$188.16
171443	6/13/2019		20190611	MATTHEW LUBINA	TUITION REIMB - LEADERSHIP SCHL SPRING 2019	\$187.49	\$187.49
171467	6/13/2019	113	8086365087	VWR INTERNATIONAL LLC	LAB SUPPLIES	\$27.74	\$169.08
	6/13/2019	113	8086355277		LAB SUPPLIES	\$102.29	
	6/13/2019	113	8086367808		LAB SUPPLIES	\$39.05	
171363	6/6/2019	121	22645	DANOC MANUFACTURING	WINTER SAFETY JACKET	\$161.55	\$161.55
171435	6/13/2019	140	20190606	SAMI GHOSAIN	EXP REIMB: RECOG LUNCH - ARBOLANTE; PE LICENSE RENEWAL	\$141.23	\$141.23
171377	6/6/2019	113	190585	IEH-BIOVIR LABORATORIES	LAB SAMPLE ANALYSIS	\$140.00	\$140.00
171419	6/13/2019	130	20190606	LURIE BRENNER	EXP REIMB: FAST TEAM RECOGNITION	\$138.69	\$138.69
171371	6/6/2019	144	484984750	GLACIER ICE COMPANY INC	90 7-LB BAGS OF ICE	\$132.30	\$132.30
171362	6/6/2019	113	20190529	CWEA	CERTIFICATION RENEWAL: A. HERNANDEZ	\$102.00	\$102.00
171445	6/13/2019	120	20190606	ANTHONY MARTINEZ	EXP REIMB: DMV CLASS A PERMIT FEE	\$78.00	\$78.00
171373	6/6/2019	143	272616	HANIGAN COMPANY INC	BUSINESS CARDS FOR C. BOSICK & S BOONSALAT	\$71.04	\$71.04

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171376	6/6/2019	121	545621	HULBERT LUMBER SUPPLY	ASTD LUMBER SUPPLIES		\$64.10
	6/6/2019	123	545406		ASTD LUMBER SUPPLIES	\$21.48	
	6/6/2019	123	545407		CREDIT FOR STAKES	\$58.39	
						\$-15.77	
171463	6/13/2019	141	416672	ULTRAEX LLC	COURIER SVCS: 1 BOARDMEMBER DELIVERY - 05/08/19		\$55.80
						\$55.80	
171444	6/13/2019		4645529	MALLORY SAFETY AND SUPPLY LLC	2 SAFETY VESTS		\$40.09
						\$40.09	
171352	6/6/2019	132	20190603	MAY BAUTISTA	EXP REIMB: LIVESCAN FEE PRE-EMPLOYMENT		\$25.00
						\$25.00	

Invoices:			Checks:		
Credit Memos :	5	-19,412.25			
\$0 - \$1,000 :	171	1,172,533.87	\$0 - \$1,000 :	63	27,695.34
\$1,000 - \$10,000 :	63	5,019,196.78	\$1,000 - \$10,000 :	48	162,394.24
\$10,000 - \$100,000 :	11	435,933.53	\$10,000 - \$100,000 :	12	335,440.89
Over \$100,000 :	1	110,419.97	Over \$100,000 :	2	276,412.04
Total:	251	801,942.51	Total:	125	801,942.51