

REVISED



**UNION SANITARY DISTRICT BOARD MEETING/
UNION SANITARY DISTRICT FINANCING AUTHORITY
AGENDA**

**Monday, June 8, 2020
Regular Meeting - 4:00 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

CORONAVIRUS (COVID-19) ADVISORY NOTICE

Consistent with Executive Orders No. N-25-20 and No. N-29-20 from the Executive Department of the State of California, the Alameda County May 18, 2020 Updated Shelter in Place Order, and Executive Order No. N-33-20, Stay-at-Home Order, the Monday, June 8, 2020, Regular Board Meeting will not be physically open to the public and all Board Members will be teleconferencing into the meeting. **To maximize public safety while still maintaining transparency and public access, members of the public can observe the meeting by following the steps listed below to listen to the Board Meeting, and may provide public comment by sending comments to the Board Clerk by email at assistanttoqm@unionsanitary.ca.gov or via voicemail by calling 510-477-7599 before 3:00 p.m. on the date of the meeting.** Comments will then be read into the record, with a maximum allowance of 3 minutes per individual comment, subject to the Board President's discretion. All comments should be a maximum of 500 words, which corresponds to approximately 3 minutes of speaking time. If a comment is received after the agenda item is heard but before the close of the meeting, the comment will still be included as a part of the record of the meeting but will not be read into the record.

Any member of the public who needs accommodations should email or call the Board Clerk who will use their best efforts to provide reasonable accommodations to provide as much accessibility as possible while also maintaining public safety in accordance with the Union Sanitary District procedure for resolving reasonable accommodation requests.

To listen to this Regular Board Meeting:

Call: 1-888-788-0099

Meeting ID: 876 7001 8273 #

Participant ID: #

Click the Zoom link below to watch and listen:

<https://us02web.zoom.us/j/87670018273>

REVISED

1. Call to Order.

2. ~~Salute to the Flag.~~ (This item has been suspended due to the COVID-19 pandemic.)

3. Roll Call.

- Motion 4. Approve Minutes of the Union Sanitary District Board Meeting of May 26, 2020.

- Information 5. Third Quarter Fiscal Year 2020 District-Wide Balanced Scorecard Measures *(to be reviewed by the Legal/Community Affairs Committee)*

- Information 6. Fiscal Year 2020 Third Quarter Managed Investment Portfolio Report *(to be reviewed by the Budget & Finance Committee)*.

7. Written Communications.

8. 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.

- Motion 9. Adopt a Resolution Clarifying the Deferral of the Collection of Rate Increases Adopted Pursuant to Article XIID, Section 6 of the California Constitution on May 11, 2020, Until FY 2022 for Single Family Residential and Multi Family Residential Customers.

- Direction 10. Receive Potential Content Topics for the District's Autumn 2020 Newsletter *(to be reviewed by the Legal/Community Affairs Committee)*.

- Information 11. Status of Priority 1 Capital Improvement Program Projects *(to be reviewed by the Engineering and Information Technology Committee)*.

- Information 12. Third Quarterly Report on the Capital Improvement Program for Fiscal Year 2020 *(to be reviewed by the Engineering and Information Technology Committee)*.

- Information 13. Report on the East Bay Dischargers Authority Meeting of May 21, 2020.

- Information 14. COVID-19 Update.

- Information 15. Check Register.

- Information 16. Committee Meeting Reports. *(No Board action is taken at Committee meetings):*
 - a. Legal/Community Affairs Committee – Thursday, June 4, 2020, at 1:00 p.m.
 - Director Toy and Director Fernandez
 - b. Budget & Finance Committee – Friday, June 5, 2020, at 10:00 a.m.
 - Director Kite and Director Toy

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- c. Engineering and Information Technology Committee – Friday, June 5, 2020, at ~~11:00~~10:30 a.m.
 - Director Lathi and Director Handley
- d. Personnel Committee – will not meet.
- e. Legislative Committee – will not meet.
- f. Audit Committee – will not meet.

Information

-
- 17. General Manager’s Report. (*Information on recent issues of interest to the Board*).
-
- 18. Other Business:
 - a. Comments and questions. *Directors can share information relating to District business and are welcome to request information from staff.*
 - b. Scheduling matters for future consideration.
-
- 19. Adjournment – The Board will then adjourn to the next Regular Board Meeting in the Boardroom on Monday, June 22, 2020, at 4:00 p.m.
-

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.

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LEGAL/COMMUNITY AFFAIRS COMMITTEE MEETING

Committee Members: Director Toy and Director Fernandez

Directors

Manny Fernandez
Tom Handley
Pat Kite
Anjali Lathi
Jennifer Toy

AGENDA

Thursday, June 4, 2020

1:00 P.M.

Officers

Paul R. Eldredge
*General Manager/
District Engineer*

Alvarado Conference Room

5072 Benson Road

Union City, CA 94587

Karen W. Murphy
Attorney

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To maximize public safety while still maintaining public access, members of the public can observe the meeting by calling 510-477-6190 to listen to the committee meeting, and may provide public comment by sending comments to the Board Clerk by email at assistanttogm@unionsanitary.ca.gov or via voicemail by calling 510-477-7599 up to one hour before the scheduled meeting start time.

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 8, 2020:

- Third Quarter Fiscal Year 2020 District-Wide Balanced Scorecard Measures
 - ~~Authorize the General Manager to Execute a Capacity Charge Payment Agreement with Sanchez F A/L M 2009 Trust for 3909 Thornton Avenue in the City of Fremont~~
 - Receive Potential Content Topics for the District's Autumn 2020 Newsletter
-

5. Adjournment

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

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

Directors
Manny Fernandez
Tom Handley
Pat Kite
Anjali Lathi
Jennifer Toy

AGENDA
Friday, June 5, 2020
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

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1. Call to Order

2. Roll Call

3. Public Comment

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4. Items to be reviewed for the Regular Board meeting of June 8, 2020:

- Fiscal Year 2020 Third Quarter Managed Investment Portfolio Report
-

5. Adjournment

<p>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.</p>
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REVISED



**ENGINEERING AND INFORMATION TECHNOLOGY
COMMITTEE MEETING**

Committee Members: Director Lathi and Director Handley

AGENDA

Friday, June 5, 2020

10:30 A.M. 11:00 A.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

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1. Call to Order

2. Roll Call

3. Public Comment

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4. Items to be reviewed for the Regular Board meeting of June 8, 2020:

- Status of Priority 1 Capital Improvement Program Projects
 - Third Quarter Report on the Capital Improvement Program for Fiscal Year 2020
-

5. Adjournment

<p>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.</p>
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**MINUTES OF THE MEETING OF THE
BOARD OF DIRECTORS OF
UNION SANITARY DISTRICT/UNION SANITARY DISTRICT FINANCING
AUTHORITY
May 26, 2020**

Consistent with Executive Orders No. N-25-20 and No. N-29-20 from the Executive Department of the State of California, the Alameda County March 16, 2020 Shelter in Place Order, and Executive Order No. N-33-20, Stay-at-Home Order, the Tuesday, May 26, 2020, Regular Board Meeting was not physically open to the public and all Board Members teleconferenced into the meeting. To maximize public safety while still maintaining transparency and public access, members of the public were able to listen to the Board Meeting, and provide public comment by sending comments to the Board Clerk.

CALL TO ORDER

President Handley called the meeting to order at 4:00 p.m. The regular meeting time was modified due to the COVID-19 emergency.

SALUTE TO THE FLAG

ROLL CALL

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

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

**APPROVE MINUTES OF THE UNION SANITARY DISTRICT BOARD MEETING OF
MAY 11, 2020**

It was moved by Vice President Kite, seconded by Director Fernandez, to Approve the Minutes of the Board Meeting of May 11, 2020. Motion carried with the following vote:

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

APPROVE MINUTES OF THE UNION SANITARY DISTRICT SPECIAL BOARD MEETING OF MAY 12, 2020

It was moved by Vice President Kite, seconded by Director Toy, to Approve the Minutes of the Special Board Meeting of May 12, 2020. Motion carried with the following vote:

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

APRIL 2020 MONTHLY OPERATIONS REPORT

General Manager Eldredge provided an overview of the Odor Report and Work Group Reports included in the Board meeting packet.

Business Services Coach Brenner reviewed the financial reports included in the Board meeting packet.

WRITTEN COMMUNICATIONS

There were no written communications.

PUBLIC COMMENT

There was no public comment.

ADOPT A RESOLUTION DEFERRING THE COLLECTION OF RATE INCREASES ADOPTED PURSUANT TO ARTICLE XIIID, SECTION 6 OF THE CALIFORNIA CONSTITUTION ON MAY 11, 2020, UNTIL FY 2022-2023 FOR SINGLE FAMILY RESIDENTIAL AND MULTI FAMILY RESIDENTIAL CUSTOMERS

General Manager Eldredge stated the Board held a public hearing and adopted Ordinance 31.40 setting sewer service charges for Fiscal Years 2021-2025 at the regular meeting of May 11, 2020. At the same meeting, the Board authorized and directed staff to prepare and bring back a resolution deferring collection of FY 2021 increases to sewer service charges for single family and multi-family residences until FY 2022. Staff recommended the Board approve the proposed resolution to defer FY 2021 sewer service charge increases for single family and multi-family residences until FY 2022.

It was moved by Secretary Lathi, seconded by Vice President Kite, to Adopt Resolution No. 2892 Deferring the Collection of Rate Increases Adopted Pursuant to Article XIIID, Section 6 of the California Constitution on May 11, 2020, Until FY 2022-2023 for Single Family Residential and Multi Family Residential Customers. Motion carried with the following vote:

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

SCHEDULING PUBLIC HEARING TO CONSIDER COLLECTION OF SEWER SERVICE CHARGES ON THE TAX ROLL FOR FISCAL YEAR 2021

This item was reviewed by the Budget & Finance Committee. General Manager Eldredge stated the Board approved sewer service charge rates for fiscal years 2021 through 2025 at its regular meeting held May 11, 2020. The collection of sewer service charges on the tax rolls requires an annual hearing and consideration of the Board. The District may authorize the sewer service charges for fiscal year 2021 to be collected on the tax rolls by creating a report setting forth the amount of the sewer service charges to be assessed on each parcel in the District; filing the report with the Secretary of the Board; scheduling a public hearing for the Board to hear all objections and protests (if any); and authorizing the collection of the sewer service charges on the tax rolls, if there is no majority protest. After the public hearing date is set by the Board, staff will publish the notice of the time and place of the hearing in the Argus Newspaper on June 5, 2020 and June 12, 2020, and in the Tri-City Voice Newspaper on June 9, 2020 and June 16, 2020. Staff recommended the Board set the date and time for holding the public hearing to consider collection of sewer service charges on the tax roll for fiscal year 2021, at 4:00 p.m. or as soon thereafter as the matter may be heard, on June 22, 2020.

It was moved by Director Toy, seconded by Director Fernandez to Schedule the Public Hearing to Consider Collection of Sewer Service Charges on the Tax Roll for Fiscal Year 2021 for Monday, June 22, 2020, at the hour of 4:00 p.m. or as soon thereafter as the matter may be heard, at the Union Sanitary District Boardroom, 5072 Benson Road, Union City, CA 94587. Motion carried with the following vote:

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

CONSIDER A RESOLUTION TO ACCEPT THE CONSTRUCTION OF THE SLUDGE DEGRITTER SYSTEM PROJECT FROM KIEWIT INFRASTRUCTURE WEST COMPANY

This item was reviewed by the Engineering and Information Technology Committee. Technical Services Manager Ghossain stated the Board awarded the construction contract to Kiewit on September 12, 2016. The Project's major elements included installation of one new Hydro International/Eutek Sludge Degritting System, installation of a screw conveyor to transport dewatered grit, and installation of a jib crane to allow removal of the new components through the roof access hatch covers. During the initial round of performance testing it was found the new Sludge Degritter System did not meet contract requirements for the solid concentrations in the dewatered grit. Negotiations pertaining to the performance deficiency of the new Sludge Degritter System were recently concluded and resulted in a credit to the District. Staff recommended the Board consider a resolution to accept construction of the Sludge Degritter System Project from Kiewit Infrastructure West Company and authorize recordation of a Notice of Completion.

It was moved by Secretary Lathi, seconded by Director Fernandez, to Adopt Resolution No. 2893 to Accept Construction of the Sludge Degritter System Project Located in the City of Union City, California from Kiewit Infrastructure West Company. Motion carried with the following vote:

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

AUTHORIZE THE GENERAL MANAGER TO EXECUTE CHANGE ORDER NO. 1 WITH THATCHER COMPANY OF CALIFORNIA, INC. FOR THE ODOR CONTROL ALTERNATIVES STUDY

This item was reviewed by the Engineering and Information Technology Committee. Technical Services Manager Ghossain stated the Board authorized the General Manager to execute an agreement and Task Order No. 1 with CH2M on January 9, 2017. CH2M conducted air sampling at the Alvarado Wastewater Treatment Plant, developed a dispersion model, and evaluated odor control alternatives. The Board authorized the General Manager to execute Task Order No. 2 with CH2M on February 26, 2018. One primary objective of Task Order No. 2 was to develop an odor model to evaluate current odor impacts in the collection system, identify wastewater characteristics, and simulate different chemical dosing schemes which were tested at the Newark and Irvington Pump Stations (PS). Staff issued an invitation for bid for the pilot test of Calcium Nitrate Chemical System at Newark PS and Irvington PS. Thatcher's bid included the cost of the calcium nitrate chemical that was used during the pilot. The total duration of the calcium nitrate pilot test lasted for approximately 3.5 weeks. CH2M included the data from the pilot test and their odor control recommendations in the draft Odor Control Study Report, the Report is pending completion of additional odor control technology pilot testing at the Plant scheduled to be complete by Spring/Summer 2021. Contract Change Order No. 1 is for the additional chemical usage during the pilot test, the cost is \$30,000 and is approximately 26.7% of the original contract amount. Staff recommended the Board authorize the General Manager to execute Change Order No. 1 and the corresponding settlement agreement with Thatcher Company of California, Inc. for the Odor Control Alternatives Study.

It was moved by Director Fernandez, seconded by Director Toy, to Authorize the General Manager to Execute Change Order No. 1 and the Corresponding Settlement Agreement with Thatcher Company of California, Inc. for the Odor Control Alternatives Study. Motion carried with the following vote:

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

CONSIDER A RESOLUTION TO ACCEPT A SANITARY SEWER EASEMENT FOR TRACT 8287 – THE SUGARMILL, LOCATED AT 30910 UNION CITY BOULEVARD, IN THE CITY OF UNION CITY

This item was reviewed by the Legal/Community Affairs Committee. Technical Services Manager Ghossain stated the developer, City Ventures Homebuilding, LLC, has constructed a mixed-use development consisting of 36 condominiums and 3,443 square feet of commercial space for Tract 8287, located at the southeast corner of Union City Boulevard and Bettencourt Way, in the City of Union City. Sanitary sewer service to the residential development will be provided by new sewer mains in the development's roadways. The roadways of the development do not meet the City of Union City's street

dimensions and structure setback requirements for public streets and were designated as private. City Ventures Homebuilding, LLC, has constructed the new sewer mains and granted the District a sanitary sewer easement to provide for access and maintenance of the new sewer mains. Staff recommended the Board consider a resolution to accept a sanitary sewer easement for Tract 8287 – The Sugarmill, located at 30910 Union City Boulevard in the City of Union City, California.

It was moved by Director Toy, seconded by Secretary Lathi, to Adopt Resolution No. 2894 to Accept a Sanitary Sewer Easement for Tract 8287 – The Sugarmill, Located at 30910 Union City Boulevard, in the City of Union City, California. Motion carried with the following vote:

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

CONSIDER A SEWER SERVICE CHARGE REFUND FOR DOUGH AVENUE LLC

This item was reviewed by the Budget & Finance Committee. Technical Services Manager Ghossain stated Dough Avenue LLC is the owner of 33300 Western Avenue, Union City; the tenant is Sterling Foods, a food manufacturing business and permitted industry since 2008. As a District permitted industry, Sterling Foods is required to provide information related to their manufacturing process that is used to calculate sewer service charges. In February 2020, Sterling Foods informed the District that the flow factor they provided for FY 2019 and FY 2020 was in error. The flow factor estimates the percent of water used in the industrial process that is discharged to the sanitary sewer. Sterling Foods previously provided a flow factor of 0.55 for FY 2019 and FY 2020; however, Sterling Foods indicated the flow factor should have been 0.38 as it was in previous years. Staff researched the error and concluded Sterling Foods process for FY 2019 and FY 2020 was consistent with previous years and recommended a refund of \$68,973.56. Sewer Service Charges are the responsibility of the property owner. Although Sterling Foods initiated the sewer service charge refund, the property owner, Dough Avenue LLC, has confirmed the request. Staff recommended the Board consider approving a Sewer Service Charge Refund in the amount of \$68,973.56 for Dough Avenue LLC and recommended the Board allow staff to apply the refund as a credit toward the parcel's FY 2021 sewer service charges.

It was moved by Vice President Kite, seconded by Director Toy, to Approve a Sewer Service Charge Refund in the Amount of \$68,973.56 for Dough Ave LLC, Authorized the General Manager to Execute the Refund Request Form on the Board's Behalf, and Authorized Staff to Apply the Refund as a Credit Toward the Parcel's FY 2021 Sewer Service Charges. Motion carried with the following vote:

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

PROPOSED OPERATING AND CIP BUDGET FOR FISCAL YEAR 2021

This item was reviewed by the Budget & Finance Committee. Business Services Coach Brenner stated the Proposed Operations and CIP Budget for FY 2021, included in the Board meeting packet, reflects Board input and information presented at the Budget Workshop held May 12, 2020. The Board directed staff to present the final version of the Operating and CIP Budget for FY 2021 at the June 22, 2020, Board meeting.

INFORMATION ITEMS:

Report on the East Bay Dischargers Authority Meeting of April 16, 2020

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

COVID-19 Update

General Manager Eldredge provided an update regarding COVID-19 impacts on District operations and associated coordination efforts.

Check Register

There were no questions regarding the Check Register.

COMMITTEE MEETING REPORTS:

The Legal/Community Affairs, Budget & Finance, and Engineering and Information Technology Committees met.

GENERAL MANAGER'S REPORT:

General Manager Eldredge stated he had nothing further to report.

OTHER BUSINESS:

Director Fernandez stated he attended the Southern Alameda County Geographic Information System Authority meeting held May 20, 2020.

Director Toy stated she attended the Alameda County Special Districts Association meeting held May 13, 2020.

ADJOURNMENT:

The meeting was adjourned at 4:45 p.m. to the next Regular Meeting at 4:00 p.m. in the Alvarado Conference Room on Monday, June 8, 2020.

SUBMITTED:

ATTEST:

REGINA McEVOY
BOARD CLERK

ANJALI LATHI
SECRETARY

APPROVED:

TOM HANDLEY
PRESIDENT

Adopted this 8th day of June 2020



Directors
Manny Fernandez
Tom Handley
Pat Kite
Anjali Lathi
Jennifer Toy

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

Karen W. Murphy
Attorney

**JUNE 8TH, 2020
BOARD OF DIRECTORS MEETING
AGENDA ITEM # 5**

TITLE: Third Quarter FY 20 District-Wide Balanced Scorecard Measures (*This is an Information Item*)

SUBMITTED: Paul R. Eldredge, General Manager/District Engineer
Gene Boucher, Organizational Support Team Coach
Karoline Terrazas, Organizational Performance Manager

Recommendation

Information only.

Previous Board Action

None.

Background

This report summarizes progress meeting the District's strategic objectives and safety measures for the third quarter of fiscal year. (July 1, 2019 through March 31, 2020).

Safety

Safety of our employees continues to be a District priority and in the 3rd quarter our focus shifted to the critical response to our pandemic emergency. The COVID-19 situation created new challenges of a developing situation that physically changed our work environment which created a need for new District protocols at every level of safety. The District aligns with the guidance of the County health department, CDC, and Cal OSHA regarding COVID-19. This includes, the inventory and distribution of PPE, increased cleaning and disinfection, employee

education, and timely communication of District’s safety protocols regarding our new work environment with COVID-19.

There are a few targets we did not meet because of the shift in priorities, such as industry best practice visits, organized facility inspections and completion of some training. Year to date the District has exceeded its target on lost time and lost time wages. This is a result of one employee having an open claim (injury) and has been out for an extended period. And lastly, there was a minor accident where a cone holder on a vehicle was bumped on a pillar while driving in an area of our plant. The minimal damage to the cone holder was repaired by District Mechanics. Like the 1st quarter of vehicle incidents, the employee is not as tenured, and it became a coaching opportunity.

Table 1: Safety Objectives and Measures

Objectives	Measurements	1st Qtr	2nd Qtr	3rd Qtr	YTD Actual	Target
Reduce the number of accidents	Total accidents with lost days	0	0	0	0	0
	Other OSHA reportable accidents	0	1	0	1	≤4
	# Incidents of vehicle or equipment accidents/damage	4	0	1	5	≤2
Reduce the impact of accidents on employees and the District	Cost associated with vehicle/equipment accidents	\$0.00	\$0.00	\$0.00	\$0.00	≤\$5000
	Ave FTE lost time	0.19	0.93	0.98	0.7	<0.5
	Total Costs: Lost time Wages only	\$4,915.45	\$24,376.64	\$25,723.39	\$55,015.48	≤\$46,883
	Ave FTE limited duty time	0	0	0	0	≤0.5

Objectives	Measurements	1st Qtr	2nd Qtr	3rd Qtr	YTD Actual	Target
Reduce the impact of accidents on employees and the District	Total costs: Limited duty/Other 1/2 wages	\$0.00	\$0.00	\$0.00	\$0.00	≤\$23,441
	X-Mod				0.82	≤1.0
Identify and correct poor practices and potential hazards	# Facility inspections completed (SIT)	0	1	0	1	4
	% of areas of concern identified during internal facility inspections that are resolved within 45 days of report	N/A	100%	NA	100.00%	≥90%
	# work site inspections completed	87	78	64	229	278
Implement industry best practices	# site visits (for potential BMPS) completed and discussed by ET	0	0	0	0	≥2
Communicate our commitment to safety	# GM communications on status of safety program and performance	2	0	2	4	≥4
	# safety strategy reviews conducted by ET and EHSPM	1	1	5	7	4
Educate employees in safe work practices	# of major safety training events offered	1	3	2	6	7
	Ave % of targeted employees trained vs. plan	83.70%	92.23%	79.00%	84.98%	≥90%
Create a positive safety culture	% Positive responses on the employees safety survey (ave)				N/A	≥75%

Operational Excellence (OpEx)

As stated above, the 3rd quarter presented a shift in focus in response to the current state of emergency. While physically we have made adjustment to the county’s guidance this did not

interfere with our level of service and availability to serve our customers. Response time remains above target and we did not have any adverse impacts to customers.

No sewer overflows or critical impacts were reported in the quarter. 8 out of our 11 capital improvement projects remain on target with updates provided during board meetings. At the conclusion of the quarter we found there were, and we continue to have, challenges with the updating and delivery of operations training and modules. In response to modified shifts our traditional in person and external training schedule was adjusted to an online delivery of computer-based tutorials. Teams focused on these tutorials, while updating workgroup training modules for their respective groups.

Table 2: Operational Excellence Objectives and Measures

	Objectives	Measures	1st	2nd	3rd	YTD Actual	Target
Customer Objectives	Stewardship: Demonstrate responsible stewardship of District assets and the environment	Progress implementing outreach plan milestones: % planned events completed	29.03%	19.35%	22.58%	71%	≥90%
	Service: Provide reliable, high quality service	Response time to calls for service: % under 1 hour	97.90%	97.20%	100%	98.37%	≥95%
		Response time to contact USD inquiries: % within 3 business days	97.00%	97.00%	100%	98.00%	≥90%
		# Total adverse impacts on customers	3	1	0	4	≤10
	Be prepared for emergencies	# emergency preparedness events (drills, training, debriefs, tabletop exercises, etc.)	1	1	1	3	3
Financial Objectives	Fiscal responsibility: Ensure funding for critical programs and projects, while maintaining comparable rates	Residential SSC compared to other agencies				5.8th	≤33rd percentile
	Accurately project and control costs	% Budget expended, Operating Expenditures				N/A	95-103%

	Objectives	Measures	1st	2nd	3rd	YTD Actual	Target	
	Accurately project and control costs	% expended Priority 1 Special Projects				N/A	80-110%	
		# regional projects/initiatives with financial benefit	3	3	3	3	≥3	
Internal Process Objectives	Asset Management: Manage and maintain assets and infrastructure	# Critical asset failures wo negative impacts	0	0	0	0	≤2	
		# critical asset failures with negative impacts	0	0	0	0	0	
		% asset renewal/year: Plant				N/A	Track & Report	
		% asset renewal/year: Collection System				N/A	Track & Report	
		Priority CIP Project milestones met vs. planned	100%	90%	73%	88%	85%	
	Environmental Protection: Maintain our ability to meet current and future regulations	# adverse impacts on environment (Cat 1 SSO)	0	0	0	0	0	
		Implement projects and programs that benefit the environment	Category 2/3 SSOs	0	1	0	1	≤10
		# regional projects/initiatives with environmental benefit	3	3	3	3	≥3	

	Objectives	Measures	1st	2nd	3rd	YTD Actual	Target
Employee Growth & Development Objectives	Employees: Maintain a highly competent, flexible workforce	Employee Turnover Rate- total				N/A	Track and report
		Employee Turnover Rate- nonretirement				N/A	Track and report
		% Training System Milestones Completed (accumulative total)	15.8%	25.00%	25.00%	25.0%	100%
		# competency assessments completed	4	20	6	30	52
	Safety: Work safely; reduce accidents and injuries	See safety scorecard					
	Culture: Foster a collaborative employee-management relationship that encourages new ideas and continuous improvement	Ave % non-mgmt. employees participating in District committees and taskforces		44%		N/A	45-55%
		% non-mgmt. employees participating in alternative compensation program (accumulative total)				N/A	Track & Report

Legend for Table 1 and Table 2:

- Green: meeting or exceeding target or projected to meet target by the end of the fiscal year
- Yellow: Will not meet target if trend continues, and/or not meeting target by <10%-needs attention
- Red: Will not meet FY target by >10%- corrective action needed



Directors
Manny Fernandez
Tom Handley
Pat Kite
Anjali Lathi
Jennifer Toy

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

Karen W. Murphy
Attorney

**6/8/2020
BOARD OF DIRECTORS MEETING
AGENDA ITEM # 6**

TITLE: Fiscal Year 2020 3rd Quarter Managed Investment Portfolio Report *(This is an Information Item)*

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

Recommendation

Information only.

Previous Board Action

February 24, 2020 Board Meeting – Fiscal Year 2020 2nd Quarter Managed Investment Portfolio Report

Background

In October of 2018, the Board authorized the General Manager to sign the Portfolio Management Services Contract with PFM Asset Management LLC (PFM) for investment management services. The strategy behind this decision was to maximize investment returns to the extent practicable, while maintaining compliance with all policy, legal and regulatory requirements for government agency investments. The provision of comprehensive portfolio reporting, and current economic analyses were both deliverables in the contract negotiated with PFM.

The attached report from PFM shows the District's positions for Q3 of Fiscal Year 2020. Because of the rapidly changing market conditions due to the COVID-19 crisis and the time elapsed since the end of the 3rd quarter, a more recent market update is also included in this report.

This reporting format is intended to supplement the existing Monthly Operations Report provided by Staff and includes the following sections, which will be presented in detail:

- Market Update
- Investment Performance Review
- Portfolio Transactions and Holdings
- Disclosures
- Glossary

Representatives from PFM and Staff will be available to answer questions.

Attachments:

Investment Performance Review for the Quarter Ended March 31, 2020
PFM Market Update Report June 2020



UNION SANITARY DISTRICT

Investment Performance Review For the Quarter Ended March 31, 2020

Client Management Team

Monique Spyke, Managing Director

PFM Asset Management LLC

50 California Street, Suite 2300
San Francisco, CA 94111
415-982-5544

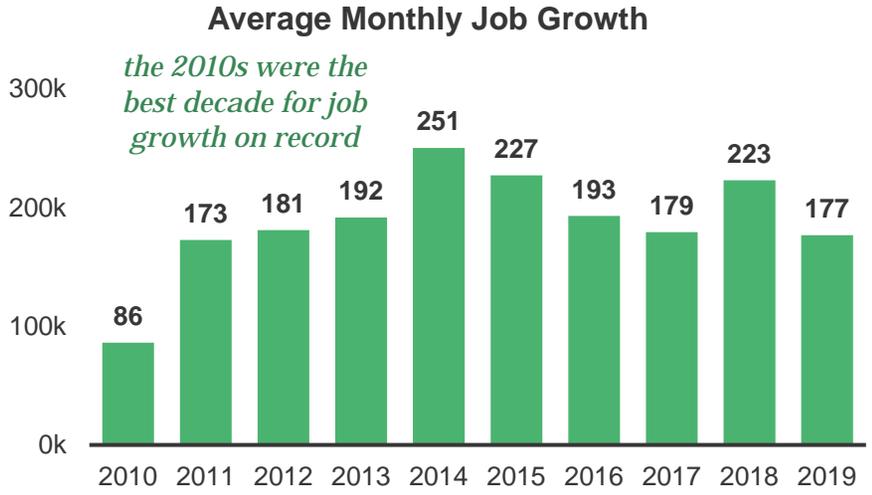
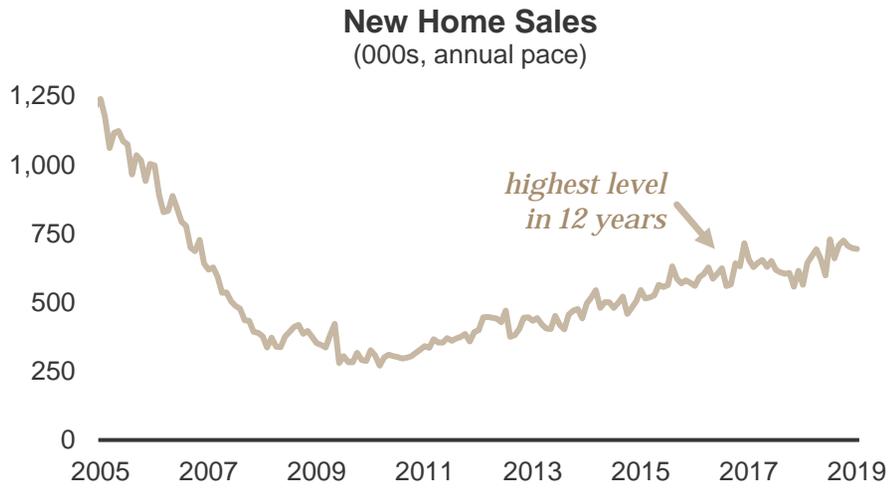
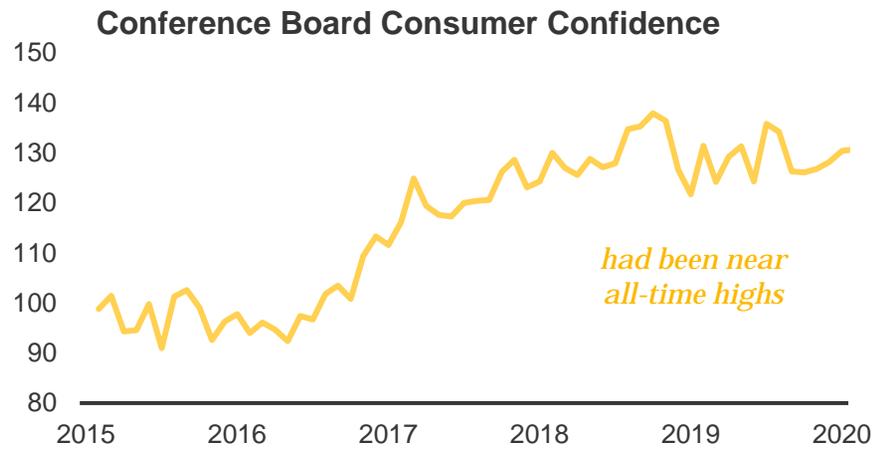
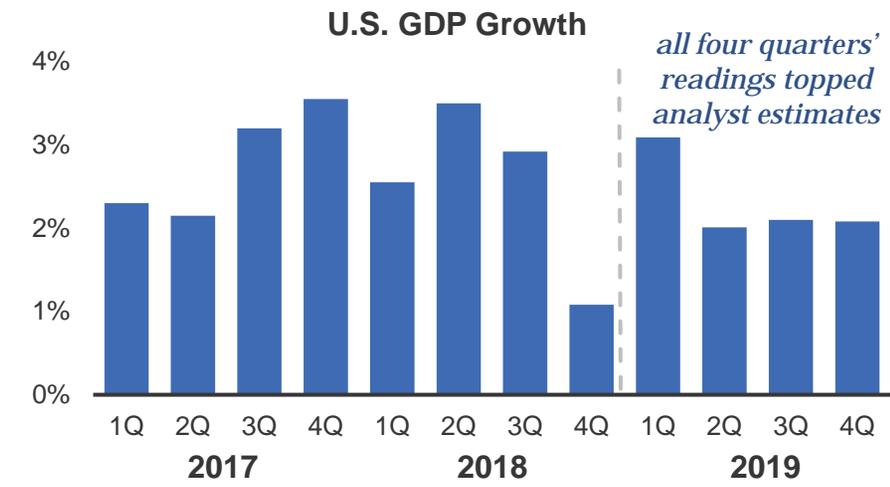
213 Market Street
Harrisburg, PA 17101-2141
717-232-2723

Market Update

Current Market Themes

- ◆ In the first quarter, U.S. economic conditions were characterized by:
 - Solid economic fundamentals to start the year made largely irrelevant by the emergence of the COVID-19 pandemic
 - Global economic shutdowns enforced to slow the spread of the virus
 - Whole scale equity market sell-offs
 - Bond market dislocations amid liquidity concerns and sharply wider yield spreads
 - Record-shattering weekly jobless claims
 - Contraction in both the manufacturing and services sectors
 - Massive monetary and fiscal initiatives designed to support markets, households, and businesses
- ◆ As the COVID-19 pandemic took hold across the globe, it created a threefold crisis (1) a global health crisis, (2) a virtual economic shutdown in the U.S. and elsewhere, and (3) sudden, extreme volatility in the financial markets. U.S. states attempted to slow the spread of the virus through closures of non-essential businesses and lockdowns, causing severe and abrupt economic distress.
- ◆ The Fed acted quickly and aggressively by cutting rates at two emergency meetings to the new target range of 0% to 0.25%. It initiated unlimited bond-buying (quantitative easing) of various security types and rolled out an “alphabet soup” of market support programs totaling \$2.3 trillion. Some programs are from the 2008-2009 financial crisis playbook and new, even broader, programs are to cushion the potential blow on financial markets.
- ◆ U.S. Treasury yields plunged in the wake of the Fed’s rate cuts and a broad flight-to-quality. Short-term yields settled near 0%, and long-term rates fell to record lows with the 10-year Treasury well below 1%.
- ◆ Credit spreads widened to the highest levels since the 2008-2009 financial crisis and equity markets plunged. U.S. equities ended their 11-year bull market (2009 – 2020), and the S&P 500 lost 19.6% of its value in the first quarter.

Domestic Data Was Strong Prior to Coronavirus Outbreak



Source: Bloomberg, latest data available as of 2/29/2020.

COVID-19: A Three-Pronged Crisis



Health Crisis Pandemic

The rapidly spreading coronavirus is overwhelming healthcare facilities around the world as the number of cases and deaths related to the virus continue to grow.



Effects on the Economy

With businesses forced to close their doors and consumers stuck at home “social distancing,” the economy has come to a near standstill over a very short period of time.

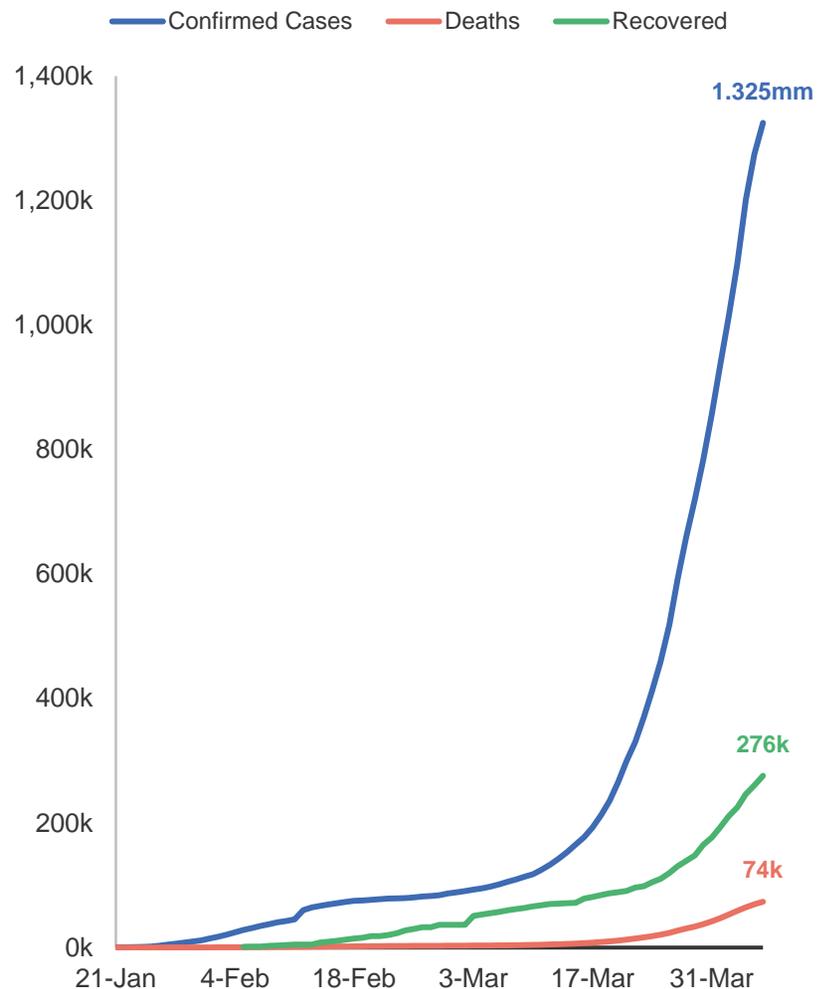


Effects on Financial Markets

Treasury yields and stock prices have plummeted while credit spreads and volatility have soared in reaction to the uncertainty created by the pandemic.

COVID-19 Pandemic Spans the Globe and Is Still Growing

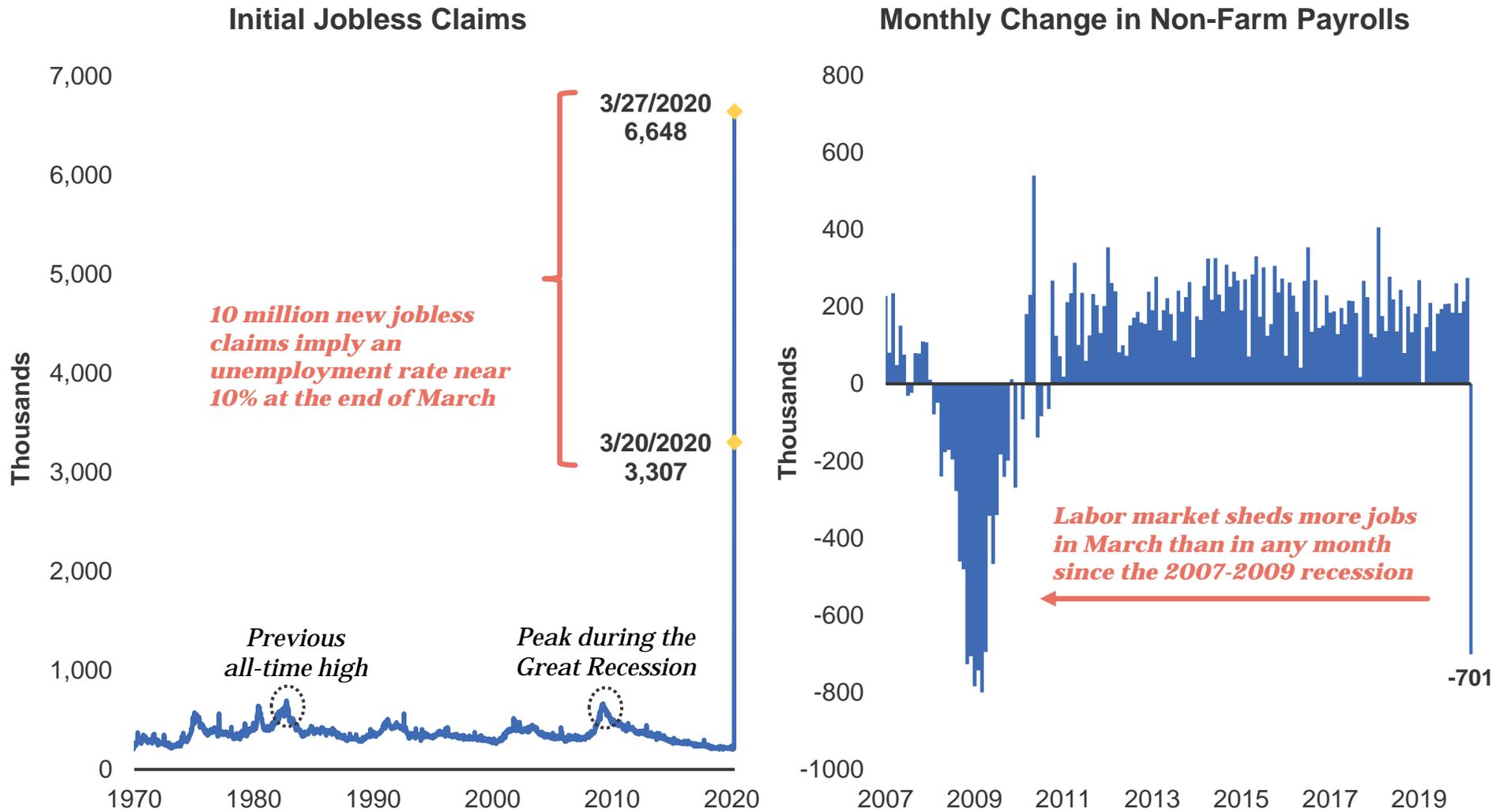
Coronavirus Cases



Rank*	Country	# Cases	# Deaths	Death Rate
1	United States	352,546	10,389	2.9%
2	China	82,665	3,335	4.0%
3	Japan	3,654	85	2.3%
4	Germany	101,558	1,662	1.6%
5	India	4,778	136	2.8%
6	United Kingdom	52,274	5,383	10.3%
7	France	98,956	8,926	9.0%
8	Italy	132,547	16,523	12.5%
10	Canada	15,940	294	1.8%
12	South Korea	10,284	186	1.8%
13	Spain	135,032	13,169	9.8%
14	Australia	5,797	40	0.7%
15	Mexico	2,143	94	4.4%
20	Switzerland	21,652	762	3.5%
25	Iran	60,500	3,739	6.2%

Source: Bloomberg data compiled from Johns Hopkins University, the World Health Organization, and other sources.
 *By size of economy, estimates by IMF for 2019. Data as of 4/6/2020.

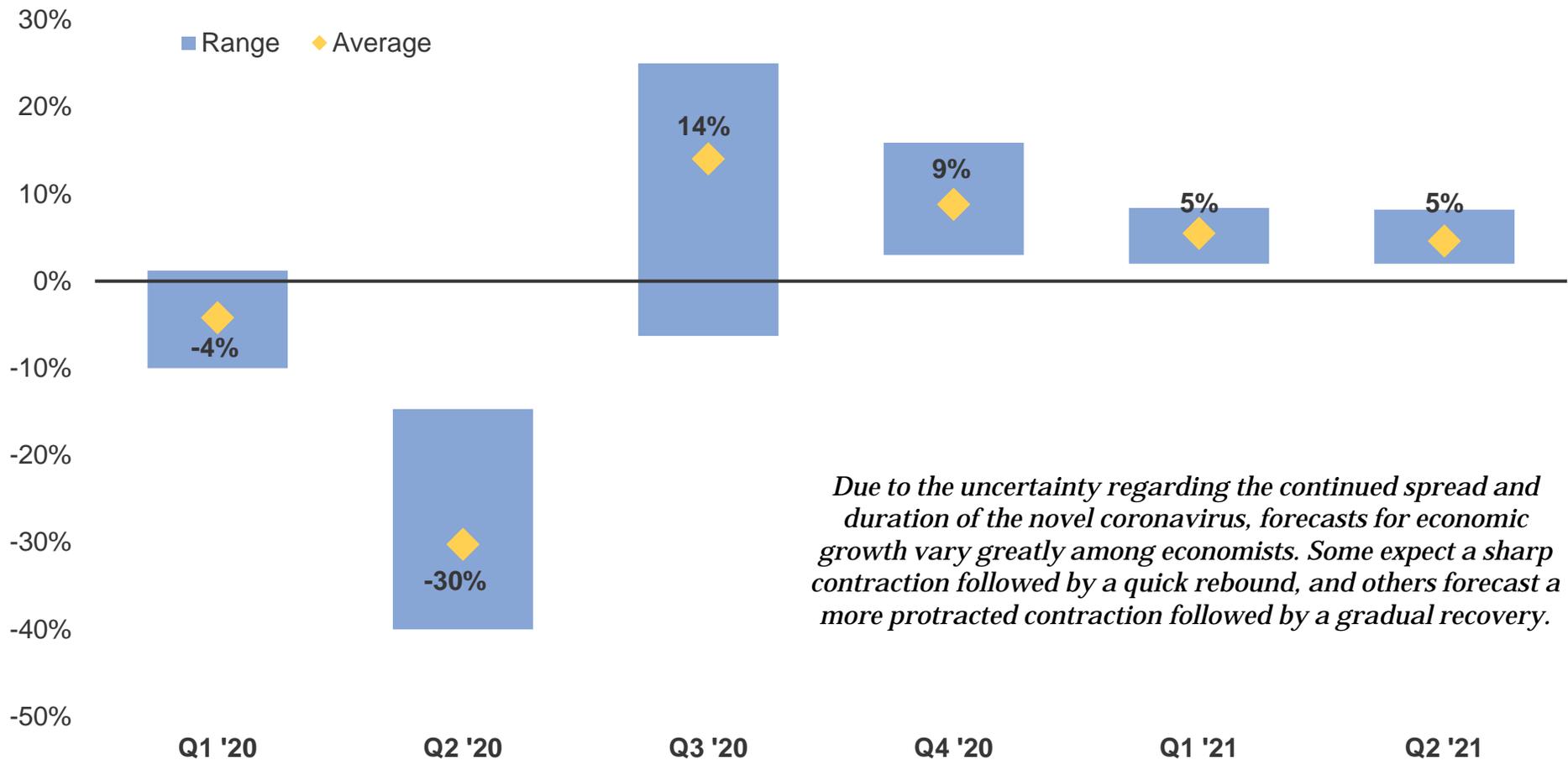
U.S. Economy Posts Massive Job Losses in March



Source: Bloomberg, as of 4/3/2020. Data is seasonally adjusted.

Economists Expect a Significant, Immediate Downturn in the U.S. Economy

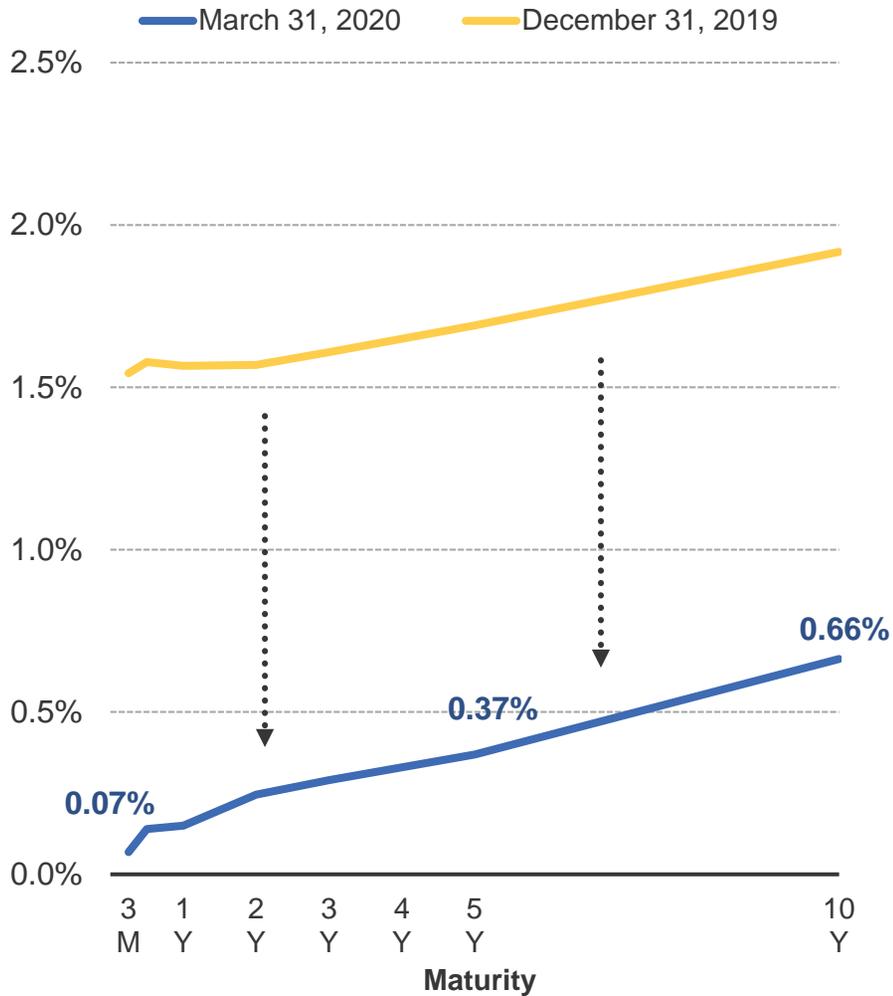
U.S. GDP Forecasts



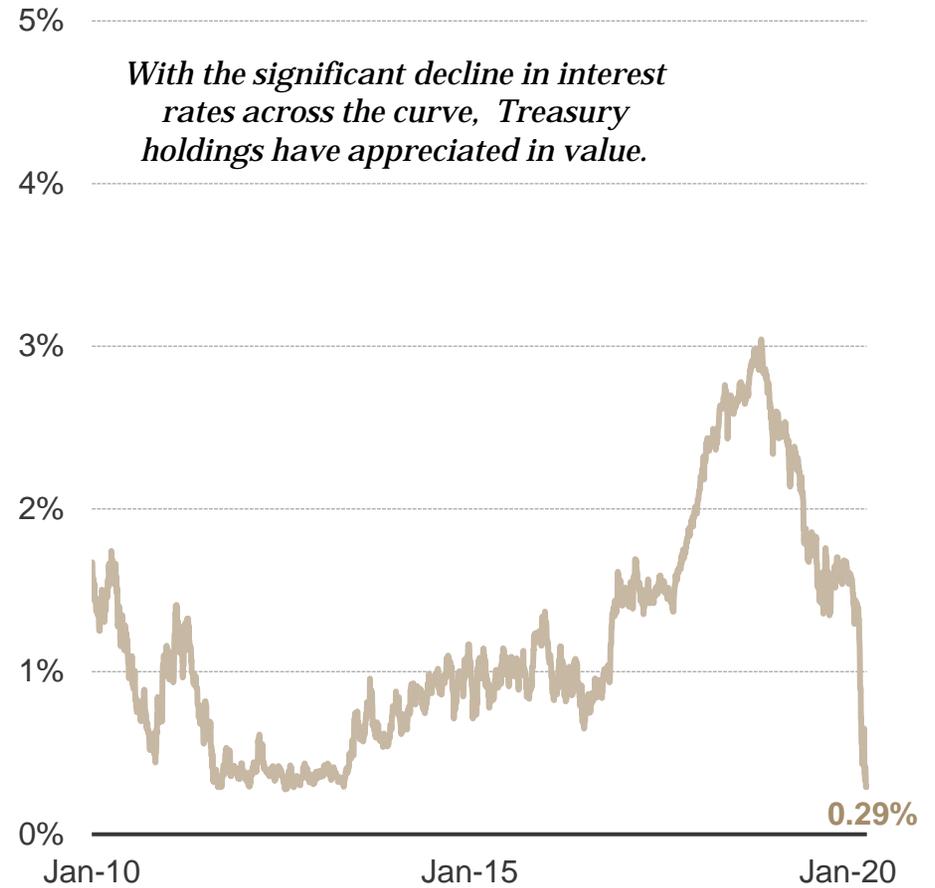
Source: Bloomberg. Forecasts made from 3/25/2020 through 4/3/2020 by ING Group, Morgan Stanley, Deutsche Bank, Goldman Sachs Group, Barclays, JPMorgan Chase, UBS, TD Bank, and Wells Fargo.

Interest Rates Plunge; Likely to Stay Ultra-Low Through the Crisis

US Treasury Yield Curve

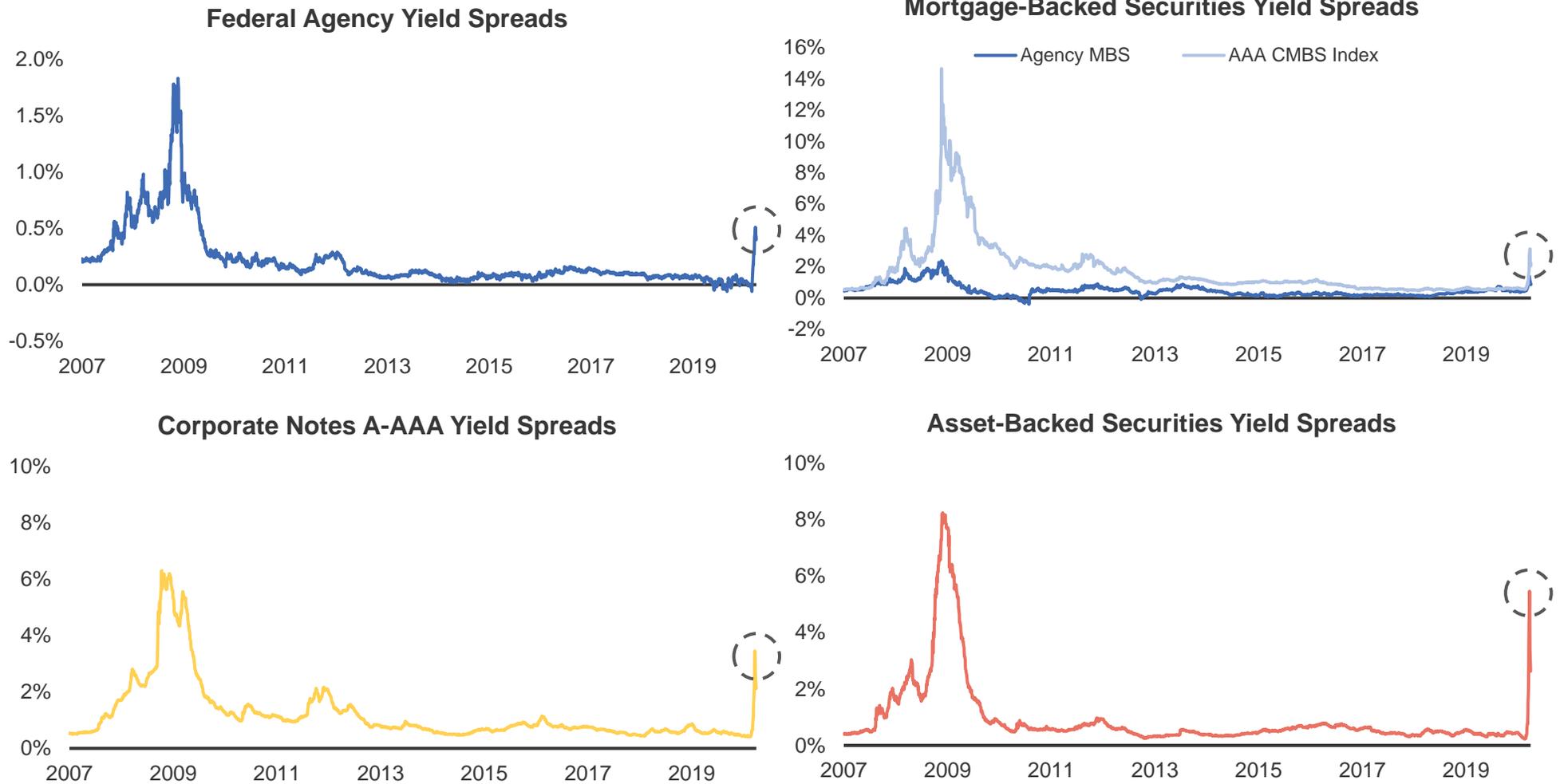


3-Year Treasury Yield



Source: Bloomberg as of 3/31/2020.

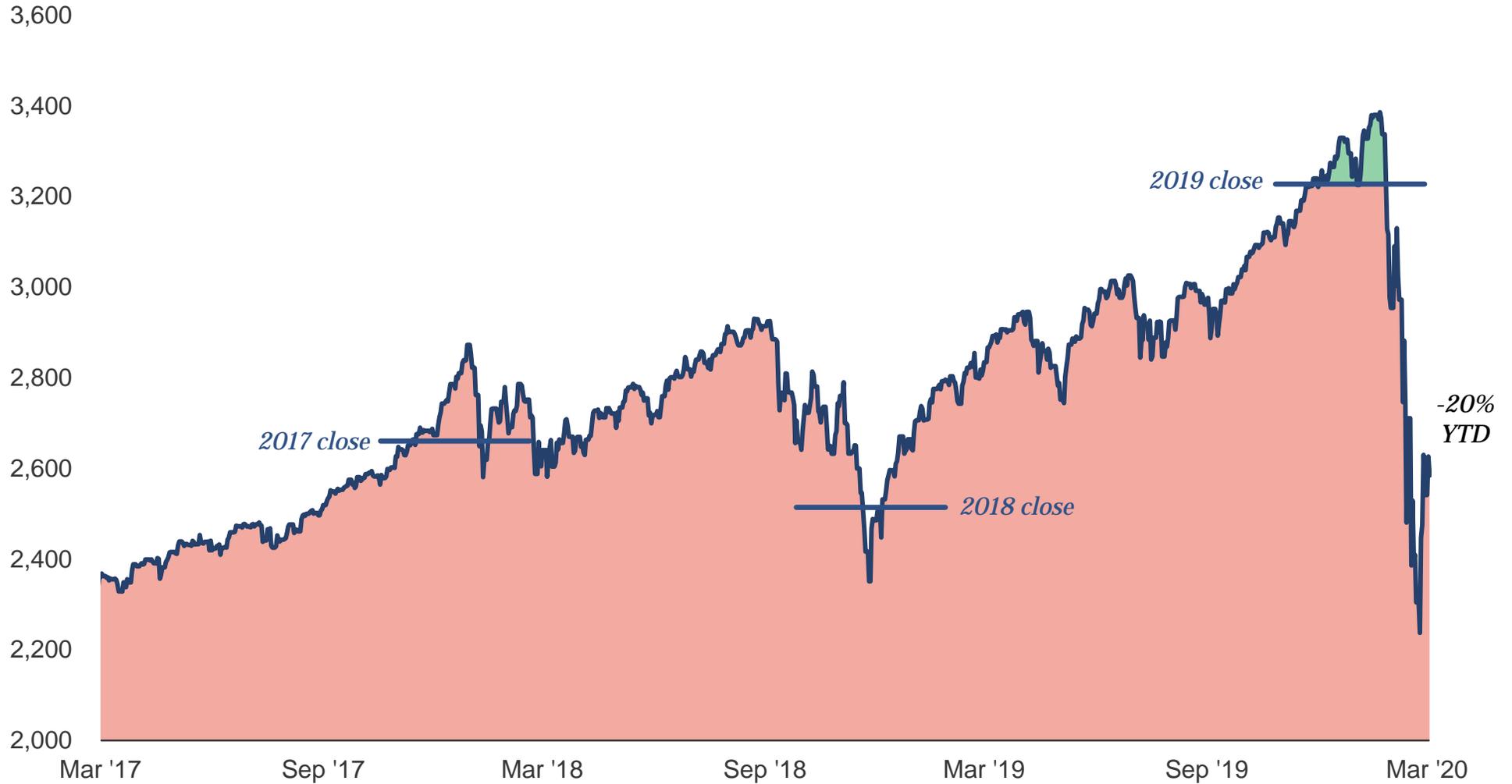
Sector Spreads Spike to Levels Not Seen Since the Great Recession



Source: ICE BofAML 1-5 year Indices via Bloomberg, MarketAxess, and PFM as of 3/31/20. Spreads on ABS and MBS are option-adjusted spreads of 0-5 year indices based on weighted average life; spreads on agencies are relative to comparable-maturity Treasuries. CMBS is Commercial Mortgage-Backed Securities.

Stocks Plummet From All-Time Highs During a Volatile Quarter

S&P Price Change



Source: Bloomberg as of 3/31/2020.

Federal Reserve Broadens Tool Kit to Support Markets

Zero Interest Rates

Cut rates by 150 bps at two emergency meetings in March

Asset Purchase Programs

Treasury and Agency MBS purchase program

U.S. Dollar Swap Lines

Expanded swap lines with additional foreign central banks

Liquidity Support

Funding for CP, corporate bonds, ABS, MMF & primary dealers

Discount Window

Decreased rate charged and extended term of loans

Repurchase Agreements

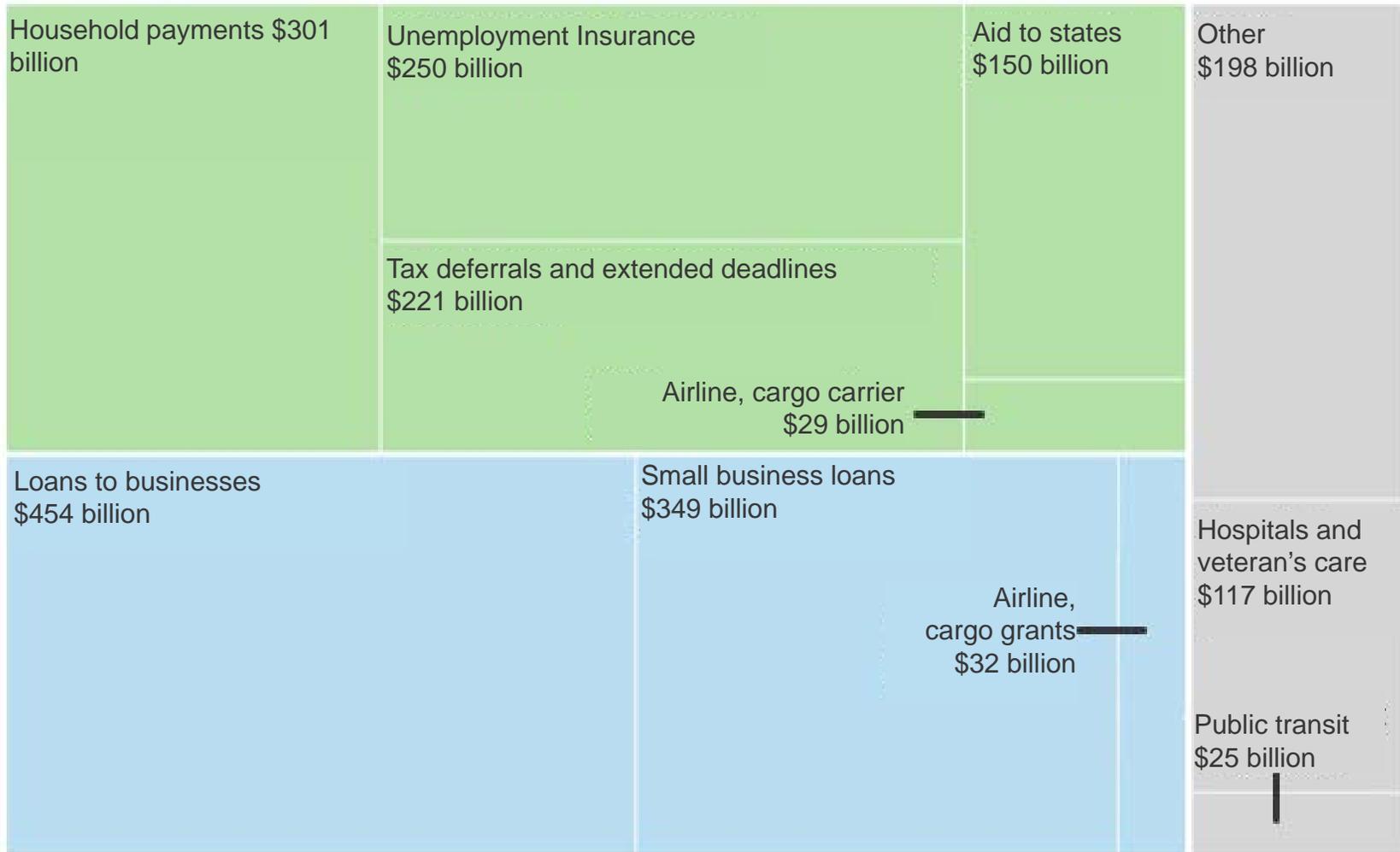
Increased the amount offered in repurchase operations

Regulatory Relief

Moved reserve requirement to 0, extended the filing deadline for 3/31 financial statements, and eased capital liquidity restraints

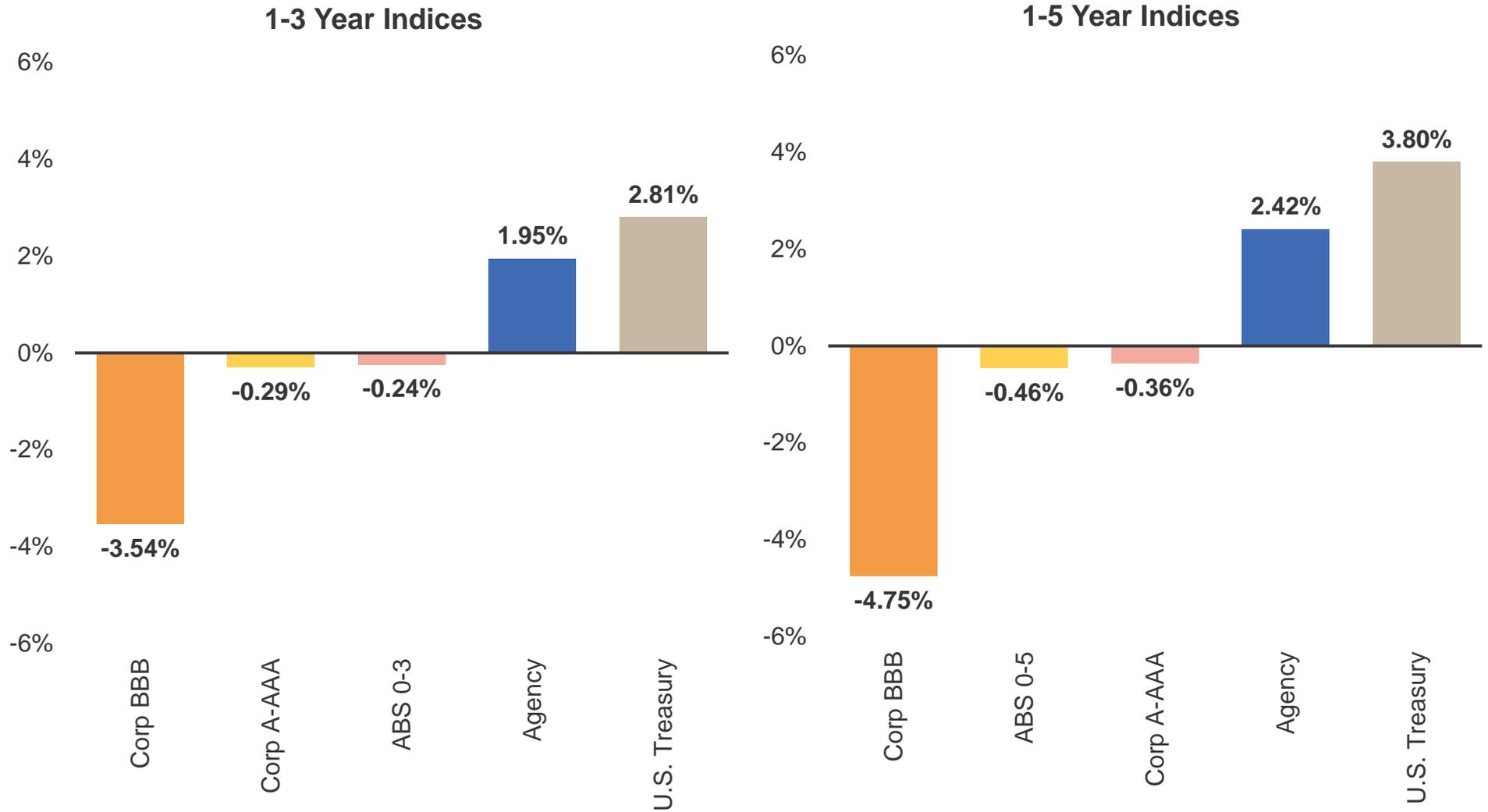
Congress Passes \$2 Trillion Stimulus Package Coronavirus Aid, Relief, and Economic Security (CARES) Act

■ Direct Relief
 ■ Loans
 ■ Supplemental



Source: NPR, as of 3/31/2020.

Government Sectors Outperform in the First Quarter



Source: Bloomberg as of 3/31/2020.

Fixed-Income Sector Outlook – April 2020

Sector	Our Investment Preferences
COMMERCIAL PAPER / CD	
TREASURIES	
T-Bill	
T-Note	
FEDERAL AGENCIES	
Bullets	
Callables	
SUPRANATIONALS	
CORPORATES	
Financials	
Industrials	
SECURITIZED	
Asset-Backed	
Agency Mortgage-Backed	
Agency CMBS	
MUNICIPALS	

● Current outlook

○ Outlook one month ago



Investment Performance Review

Portfolio Recap

- ◆ Our strategy throughout the first quarter included the following elements:
 - PFM took a proactive response to the emerging crisis and fast-moving markets by further emphasizing safety and liquidity in the portfolio's strategy, as well as holding frequent ad-hoc Credit and Investment Committee meetings to assess emerging news and market trends. Our first step was to restrict all new credit and ABS purchases.
 - We enhanced the liquidity profile of the portfolio by increasing our target allocation of U.S. Treasuries and federal agencies while also reassessing our clients' potential near-term cash needs.
 - Portfolio durations were maintained in line with benchmarks, which has been an important element in sustaining performance over the past several years.
 - After several quarters of reducing federal agency allocations due to unattractive levels and limited supply, yield spreads widened to levels not seen since 2009. PFM viewed this as an opportunity to capture relative value on a safe haven asset class and therefore increased agency allocations.
 - Entering the quarter, we had a modestly defensive posture on corporate credit, reflective of our eye on narrow yield spreads and concerns about overall increased leverage by issuers in the sector. In prior quarters, we had modestly reduced allocations to the sector but still viewed corporate securities as a core holding in the portfolio.
 - Investment grade corporate bond spreads widened significantly in the second half of the quarter, although not to the same degree as during the 2008-09 financial crisis. The move in spreads resulted in significant negative excess returns in the sector to the tune of 200 to 400 basis points (-2% to -4%), depending on credit quality, industry, and maturity. The unprecedented economic conditions will stress many companies' revenue, profits, liquidity, and credit ratings. As noted above, we initially paused all new credit purchases and subsequently re-approved a limited number of issuers for short-term purchases only. PFM has also undertaken a wholesale review of all issuers on our approved list and redoubled our ongoing monitoring and due diligence efforts.
 - Asset-backed securities (ABS) also generated significant negative excess returns as spreads widened sharply from recent lows to 10-year wides (again, not reaching 2008-09 levels). In the latter half of the quarter, all new ABS purchases were halted, and cash flows were reallocated to U.S. Treasuries and federal agencies to improve portfolio liquidity.

Portfolio Recap

- Both taxable and tax-exempt municipals generated negative excess returns as spreads widened amid revenue concerns. Wider spreads offered value, but supply was limited and liquidity was very poor.
- Like their longer-term counterparts, short-term credit (negotiable CDs and commercial paper) spreads widened sharply due to credit and liquidity concerns. We partially returned to the CP/CD market in a cautious manner late in the quarter, emphasizing the largest, strongest banks and industrial issuers.

Sector Allocation & Compliance

- The portfolio is in compliance with the District's Investment Policy and California Government Code.

Security Type	Market Value	% of Portfolio	Permitted by Policy	In Compliance
U.S. Treasury	\$29,893,954	51.3%	100%	✓
Federal Agency	\$6,347,710	10.9%	100%	✓
Municipal Obligations	\$2,016,220	3.5%	100%	✓
Negotiable CDs	\$4,089,340	7.0%	30%	✓
Corporate Notes	\$9,819,347	16.8%	30%	✓
Commercial Paper	\$5,246,792	9.0%	25%	✓
Asset-Backed Securities	\$877,360	1.5%	20%	✓
Securities Sub-Total	\$58,290,724	100.0%		
Accrued Interest	\$232,647			
Total Investments	\$58,523,371	100.0%		

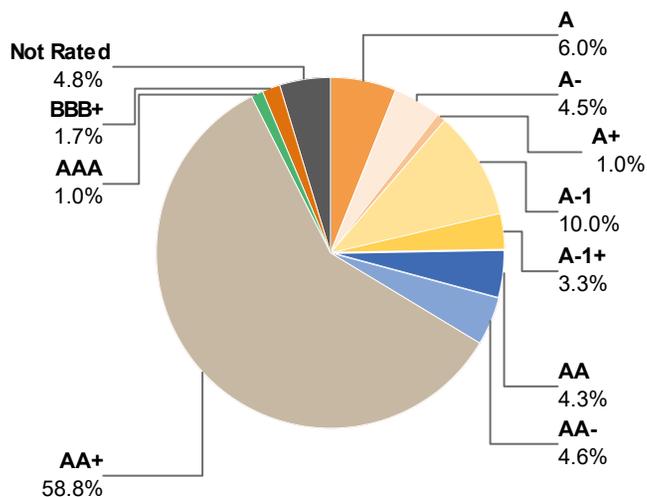
Market values, excluding accrued interest. Detail may not add to total due to rounding. Current investment policy as of January 2019.

Portfolio Statistics

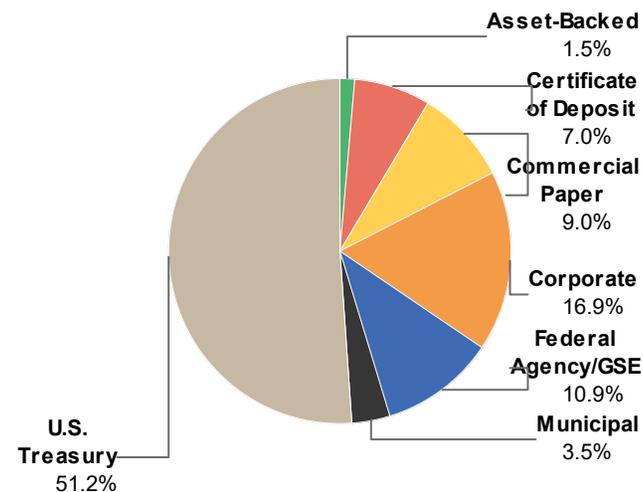
As of March 31, 2020

Par Value:	\$56,848,000
Total Market Value:	\$58,523,371
Security Market Value:	\$58,290,724
Accrued Interest:	\$232,647
Cash:	-
Amortized Cost:	\$56,770,717
Yield at Market:	0.98%
Yield at Cost:	2.00%
Effective Duration:	2.14 Years
Duration to Worst:	2.15 Years
Average Maturity:	2.26 Years
Average Credit: *	AA

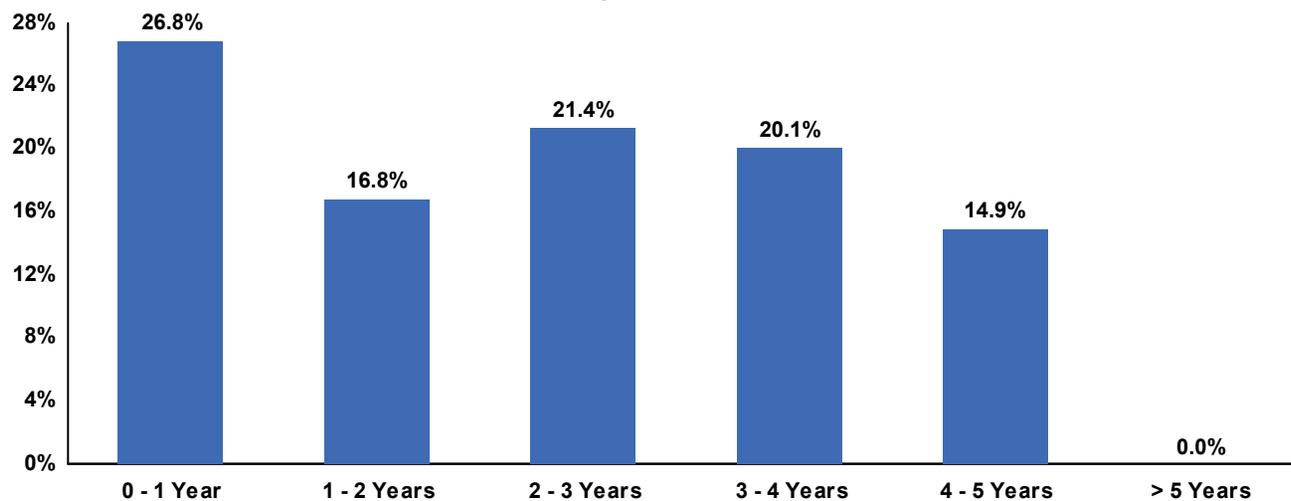
Credit Quality (S&P Ratings)**



Sector Allocation



Maturity Distribution

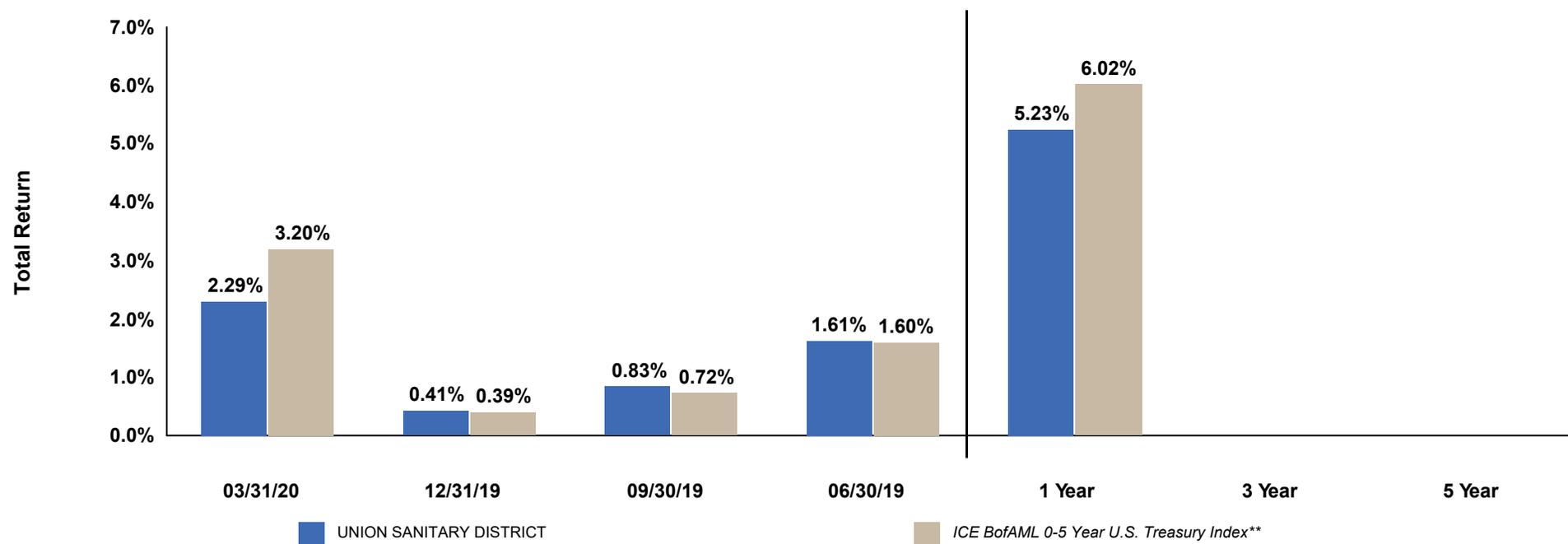


*An average of each security's credit rating assigned a numeric value and adjusted for its relative weighting in the portfolio.

**Securities held in the District's portfolio are in compliance with California Government Code and the District's Investment Policy dated January 2019.

Portfolio Performance (Total Return)

Portfolio/Benchmark	Effective Duration	Quarter Ended				Annualized Return		
		03/31/20	12/31/19	09/30/19	06/30/19	1 Year	3 Year	5 Year
UNION SANITARY DISTRICT	2.14	2.29%	0.41%	0.83%	1.61%	5.23%	-	-
Net of Fees*	-	2.27%	0.39%	0.81%	1.59%	5.14%	-	-
ICE BofAML 0-5 Year U.S. Treasury Index**	2.12	3.20%	0.39%	0.72%	1.60%	6.02%	-	-
Difference (Gross)		-0.91%	0.02%	0.11%	0.01%	-0.79%	-	-
Difference (Net)		-0.93%	0.00%	0.09%	-0.01%	-0.88%	-	-



Portfolio performance is gross of fees unless otherwise indicated.

*Fees were calculated based on average assets during the period at the contractual rate.

**Intercontinental Exchange Bank of America Merrill Lynch 0-5 Year U.S. Treasury Index.

Periodic Performance

Periodic Performance				
	Current Quarter	Q4 2019	Q3 2019	Since Inception 3/31/2019
Net Accrual Earnings	\$268,155	\$276,687	\$286,433	\$1,108,150
Change in Market Value	\$1,044,117	-\$41,423	\$199,238	\$1,848,174
Total Dollar Return	\$1,312,272	\$235,264	\$485,670	\$2,956,324
Fees	\$12,390	\$12,555	\$12,680	\$52,656
Fees in Basis Points*	0.02%	0.02%	0.02%	0.09%
Net Dollar Return	\$1,299,882	\$222,709	\$472,991	\$1,603,786
Net of Fees Return	2.27%	0.39%	0.81%	5.14%

Fees were calculated based on average assets during the period at the contractual rate. *Fees are calculated based on basis points.

Portfolio Earnings

Quarter-Ended March 31, 2020

	Market Value Basis	Accrual (Amortized Cost) Basis
Beginning Value (12/31/2019)	\$57,224,833.43	\$56,637,119.71
Net Purchases/Sales	\$21,773.36	\$21,773.36
Change in Value	\$1,044,116.96	\$111,823.79
Ending Value (03/31/2020)	\$58,290,723.75	\$56,770,716.86
Interest Earned	\$268,155.26	\$268,155.26
Portfolio Earnings	\$1,312,272.22	\$379,979.05

Sector/Issuer Distribution

As of March 31, 2020

Sector / Issuer	Market Value (\$)	% of Sector	% of Total Portfolio
Asset-Backed			
CARMAX AUTO OWNER TRUST	183,971	21.0%	0.3%
HONDA AUTO RECEIVABLES	292,712	33.4%	0.5%
TOYOTA MOTOR CORP	400,677	45.7%	0.7%
Sector Total	877,360	100.0%	1.5%
Certificate of Deposit			
AMERICAN EXPRESS CO	253,169	6.2%	0.4%
BELMONT SAVINGS BANK	252,605	6.2%	0.4%
BMW FINANCIAL SERVICES NA LLC	251,549	6.2%	0.4%
CAPITAL ONE FINANCIAL CORP	248,715	6.1%	0.4%
CREDIT AGRICOLE SA	583,951	14.3%	1.0%
DISCOVER FINANCIAL SERVICES	251,590	6.2%	0.4%
DNB ASA	439,936	10.8%	0.8%
LAKESIDE BANK	249,305	6.1%	0.4%
PONCE DE LEON FEDERAL BK	251,189	6.1%	0.4%
SOCIETE GENERALE	554,108	13.6%	1.0%
STATE BANK OF INDIA	251,770	6.2%	0.4%
SUMMIT COMMUNITY BANK	249,276	6.1%	0.4%
SYNCHRONY BANK	252,178	6.2%	0.4%

Sector / Issuer	Market Value (\$)	% of Sector	% of Total Portfolio
Sector Total	4,089,340	100.0%	7.0%
Commercial Paper			
BNP PARIBAS	996,353	19.0%	1.7%
MITSUBISHI UFJ FINANCIAL GROUP INC	2,621,334	50.0%	4.5%
NATIXIS NY BRANCH	1,629,106	31.0%	2.8%
Sector Total	5,246,792	100.0%	9.0%
Corporate			
AMAZON.COM INC	702,247	7.2%	1.2%
AMERICAN EXPRESS CO	1,007,152	10.3%	1.7%
AMERICAN HONDA FINANCE	406,700	4.1%	0.7%
BANK OF AMERICA CO	528,810	5.4%	0.9%
BB&T CORPORATION	528,719	5.4%	0.9%
CHEVRON CORPORATION	999,310	10.2%	1.7%
EXXON MOBIL CORP	1,002,458	10.2%	1.7%
GENERAL ELECTRIC CO	995,505	10.1%	1.7%
HSBC HOLDINGS PLC	2,015,000	20.5%	3.5%
JP MORGAN CHASE & CO	538,742	5.5%	0.9%
PACCAR FINANCIAL CORP	567,453	5.8%	1.0%
STATE STREET CORPORATION	527,251	5.4%	0.9%
Sector Total	9,819,347	100.0%	16.8%
Federal Agency/GSE			

Sector / Issuer	Market Value (\$)	% of Sector	% of Total Portfolio
FANNIE MAE	2,454,449	38.7%	4.2%
FEDERAL HOME LOAN BANKS	2,816,866	44.4%	4.8%
FREDDIE MAC	1,076,396	17.0%	1.8%
Sector Total	6,347,710	100.0%	10.9%
Municipal			
CALIFORNIA ST	1,011,110	50.1%	1.7%
RIVERSIDE CA PENSN OBLG	501,870	24.9%	0.9%
VICTOR VLY CA CMNTY CLG DIST	503,240	25.0%	0.9%
Sector Total	2,016,220	100.0%	3.5%
U.S. Treasury			
UNITED STATES TREASURY	29,893,954	100.0%	51.3%
Sector Total	29,893,954	100.0%	51.3%
Portfolio Total	58,290,724	100.0%	100.0%

Investment Strategy Outlook

- ◆ U.S. economic fundamentals are expected to deteriorate significantly in the second quarter as the full effect of COVID-19 materializes. The real question is the duration of the economic shutdown and the speed and trajectory of the eventual recovery. As a result of this uncertainty, we plan to maintain neutral portfolio durations relative to their respective benchmarks into April as we monitor guidance from index vendors regarding future rebalancing.
- ◆ Our outlook for major investment-grade sectors includes the following:
 - Federal agencies currently offer value, materially less credit risk, and better liquidity than most other sectors. Moving into the second quarter, we will likely target increased allocations to agencies. Given low yields, we also find value in callable agencies but will evaluate them on an issue-specific basis.
 - The investment grade corporate market faces numerous challenges and uncertainties. We believe the prudent action is to remain cautious and vigilant until longer-term economic consequences are better understood and market liquidity stabilizes. While spreads are significantly wider, PFM's view is that under current conditions the risks still outweigh the potential benefits. The late quarter surge in new issues that were easily absorbed by investors is an early, optimistic sign.
 - In ABS, spreads remain wide, and liquidity remains impaired. At the forefront of risks are consumers' and businesses' ability to make timely credit card, auto loan, and equipment lease payments. We plan to avoid new ABS purchases until the outlook is clearer. ABS allocations are expected to naturally decline from principal paydowns.
 - In the municipal sector, recent monetary and fiscal stimulus is expected to benefit local government issuers. We anticipate continuing to search for and scrutinize high-quality municipal issuers that are best positioned to weather current challenges.

Portfolio Transactions and Holdings

Quarterly Portfolio Transactions

Trade Date	Settle Date	Par (\$)	CUSIP	Security Description	Coupon	Maturity Date	Transact Amt (\$)	Yield at Market	Realized G/L (BV)
BUY									
1/2/20	1/2/20	1,500,000	9128283J7	US TREASURY N/B	2.12%	11/30/24	1,536,331.01	1.65%	
1/7/20	1/10/20	415,000	02665WDH1	AMERICAN HONDA FINANCE	1.95%	5/10/23	414,846.45	1.96%	
1/8/20	1/9/20	3,243,000	912796WN5	UNITED STATES TREASURY BILL	0.00%	1/14/20	3,242,341.27	1.46%	
1/13/20	1/14/20	1,635,000	63873JF96	NATIXIS NY BRANCH COMM PAPER	0.00%	6/9/20	1,623,116.28	1.79%	
1/13/20	1/14/20	1,625,000	62479LDE2	MUFG BANK LTD/NY COMM PAPER	0.00%	4/14/20	1,617,688.40	1.79%	
1/14/20	1/15/20	185,000	313384SC4	FEDERAL HOME LOAN BANKS DISC NOTE	0.00%	1/22/20	184,946.40	1.49%	
1/14/20	1/22/20	185,000	14315XAC2	CARMX 2020-1 A3	1.89%	12/15/24	184,963.70	1.90%	
2/3/20	2/6/20	380,000	9128283V0	UNITED STATES TREASURY NOTES	2.50%	1/31/25	401,071.43	1.35%	
2/4/20	2/12/20	415,000	89232HAC9	TAOT 2020-A A3	1.66%	5/15/24	414,970.04	1.66%	
2/5/20	2/6/20	1,352,000	313384SZ3	FEDERAL HOME LOAN BANKS DISC NOTE	0.00%	2/12/20	1,351,657.49	1.52%	
2/10/20	2/11/20	1,006,000	912796TH2	UNITED STATES TREASURY BILL	0.00%	3/5/20	1,005,013.42	1.54%	
2/10/20	2/12/20	939,000	912796TM1	UNITED STATES TREASURY BILL	0.00%	4/2/20	937,002.02	1.54%	
2/13/20	2/14/20	1,035,000	3137EAEP0	FREDDIE MAC NOTES	1.50%	2/12/25	1,034,203.05	1.52%	
2/14/20	2/19/20	570,000	83369XDL9	SOCIETE GENERALE NY CERT DEPOS	1.80%	2/14/22	570,000.00	1.80%	
2/19/20	2/26/20	305,000	43813RAC1	HAROT 2020-1 A3	1.61%	4/21/24	304,940.22	1.62%	
2/20/20	2/21/20	775,000	3130AJ7E3	FEDERAL HOME LOAN BANKS NOTES	1.37%	2/17/23	773,574.00	1.44%	
2/21/20	2/24/20	306,000	313384TP4	FEDERAL HOME LOAN BANKS DISC NOTE	0.00%	2/26/20	305,974.16	1.52%	
3/2/20	3/2/20	1,220,000	912828W71	US TREASURY N/B	2.12%	3/31/24	1,293,433.33	0.84%	
3/4/20	3/5/20	1,006,000	912796TS8	UNITED STATES TREASURY BILL	0.00%	4/30/20	1,004,512.57	0.95%	
3/4/20	3/5/20	395,000	3135G0X24	FANNIE MAE NOTES	1.62%	1/7/25	410,670.69	0.84%	
3/10/20	3/11/20	980,000	3130AHJY0	FEDERAL HOME LOAN BANKS NOTES	1.62%	11/19/21	1,001,121.04	0.67%	
3/13/20	3/16/20	970,000	3135G0T45	FANNIE MAE NOTES	1.87%	4/5/22	1,001,753.35	0.68%	
Total BUY		20,442,000					20,614,130.32		

Trade Date	Settle Date	Par (\$)	CUSIP	Security Description	Coupon	Maturity Date	Transact Amt (\$)	Yield at Market	Realized G/L (BV)
INTEREST									
1/15/20	1/15/20	1,000,000	9128287C8	UNITED STATES TREASURY NOTES	1.75%	7/15/22	8,750.00		
1/24/20	1/24/20	500,000	06053FAA7	BANK OF AMERICA CORP NOTES	4.10%	7/24/23	10,250.00		
1/26/20	1/26/20	247,000	8562846A7	STATE BANK OF INDIA CD	2.25%	1/26/22	2,801.59		
1/30/20	1/30/20	249,000	732333AJ8	PONCE DE LEON FEDERAL BK CD	1.85%	5/28/21	391.24		
1/31/20	1/31/20	965,000	9128282N9	US TREASURY N/B	2.12%	7/31/24	10,253.13		
1/31/20	1/31/20	249,000	51210SMU8	LAKESIDE BANK CD	1.75%	5/29/20	370.09		
1/31/20	1/31/20	2,475,000	912828B58	US TREASURY NOTES	2.12%	1/31/21	26,296.88		
1/31/20	1/31/20	1,790,000	912828S92	US TREASURY NOTES	1.25%	7/31/23	11,187.50		
1/31/20	1/31/20	249,000	86604XLT1	SUMMIT COMMUNITY BANK CD	1.65%	5/29/20	348.94		
2/1/20	2/1/20	500,000	92603PER9	VICTOR VALLEY CCD, CA TXBL GO BONDS	1.89%	8/1/21	4,740.00		
2/3/20	2/3/20	0	MONEY0002	MONEY MARKET FUND			9.17		
2/11/20	2/11/20	1,000,000	3133EFR25	FFCB NOTES (CALLED OMD 03/23/2020)	1.59%	2/11/20	6,095.00		
2/15/20	2/15/20	185,000	14315XAC2	CARMX 2020-1 A3	1.89%	12/15/24	223.39		
2/15/20	2/15/20	1,045,000	9128284W7	US TREASURY NOTES	2.75%	8/15/21	14,368.75		
2/22/20	2/22/20	675,000	023135AW6	AMAZON.COM INC BONDS	2.40%	2/22/23	8,100.00		
2/24/20	2/24/20	247,000	87165ELT2	SYNCHRONY BANK CD	2.30%	2/24/22	2,863.85		
2/24/20	2/24/20	2,000,000	4042Q1AE7	HSBC BANK USA NA CORP NOTES	4.87%	8/24/20	48,750.00		
2/29/20	2/29/20	249,000	86604XLT1	SUMMIT COMMUNITY BANK CD	1.65%	5/29/20	326.43		
2/29/20	2/29/20	249,000	51210SMU8	LAKESIDE BANK CD	1.75%	5/29/20	358.15		
2/29/20	2/29/20	249,000	732333AJ8	PONCE DE LEON FEDERAL BK CD	1.85%	5/28/21	366.00		
2/29/20	2/29/20	2,000,000	912828W48	US TREASURY N/B NOTES	2.12%	2/29/24	21,250.00		
2/29/20	2/29/20	780,000	9128282U3	US TREASURY N/B NOTES	1.87%	8/31/24	7,312.50		
2/29/20	2/29/20	485,000	912828W55	US TREASURY N/B NOTES	1.87%	2/28/22	4,546.88		
2/29/20	2/29/20	1,245,000	9128283Y4	US TREASURY N/B NOTES	2.25%	2/29/20	14,006.25		
3/1/20	3/1/20	985,000	30231GAR3	EXXON MOBIL CORPORATION CORP NOTES	2.72%	3/1/23	13,425.55		
3/3/20	3/3/20	1,000,000	0258M0EG0	AMERICAN EXPRESS CREDIT (CALLABLE) NOTES	2.70%	3/3/22	13,500.00		
3/10/20	3/10/20	247,000	05580AGR9	BMW BANK NORTH AMERICA CD	2.15%	3/10/22	2,647.98		
3/11/20	3/11/20	1,000,000	3133EF5T0	FFCB NOTES (CALLED OMD 5/3/2021)	1.70%	3/11/20	6,044.44		

UNION SANITARY DISTRICT

Portfolio Activity

Trade Date	Settle Date	Par (\$)	CUSIP	Security Description	Coupon	Maturity Date	Transact Amt (\$)	Yield at Market	Realized G/L (BV)
3/15/20	3/15/20	185,000	14315XAC2	CARMX 2020-1 A3	1.89%	12/15/24	291.38		
3/15/20	3/15/20	415,000	89232HAC9	TAOT 2020-A A3	1.66%	5/15/24	631.49		
3/16/20	3/16/20	1,000,000	3136G3QX6	FANNIE MAE NOTES (CALLED OMD 06/16/2021)	1.50%	3/16/20	3,750.00		
3/21/20	3/21/20	248,000	080515BV0	BELMONT SAVINGS BANK CD	2.15%	3/21/22	2,658.70		
3/21/20	3/21/20	305,000	43813RAC1	HAROT 2020-1 A3	1.61%	4/21/24	341.01		
3/30/20	3/30/20	249,000	732333AJ8	PONCE DE LEON FEDERAL BK CD	1.85%	5/28/21	391.24		
3/31/20	3/31/20	1,230,000	912828Q29	US TREASURY NOTES	1.50%	3/31/23	9,225.00		
3/31/20	3/31/20	249,000	86604XLT1	SUMMIT COMMUNITY BANK CD	1.65%	5/29/20	348.94		
3/31/20	3/31/20	249,000	51210SMU8	LAKESIDE BANK CD	1.75%	5/29/20	358.15		
3/31/20	3/31/20	1,220,000	912828W71	US TREASURY N/B	2.12%	3/31/24	12,962.50		
3/31/20	3/31/20	2,000,000	912828T26	US TREASURY N/B	1.37%	9/30/23	13,750.00		
3/31/20	3/31/20	1,815,000	912828L57	US TREASURY NOTES	1.75%	9/30/22	15,881.25		
Total INTEREST		31,030,000					300,173.37		

MATURITY

1/2/20	1/2/20	1,500,000	912796RT8	UNITED STATES TREASURY BILL	0.00%	1/2/20	1,500,000.00		0.00
1/7/20	1/7/20	3,243,000	912796WM7	UNITED STATES TREASURY BILL	0.00%	1/7/20	3,243,000.00		0.00
1/14/20	1/14/20	3,243,000	912796WN5	UNITED STATES TREASURY BILL	0.00%	1/14/20	3,243,000.00		0.00
1/22/20	1/22/20	185,000	313384SC4	FEDERAL HOME LOAN BANKS DISC NOTE	0.00%	1/22/20	185,000.00		0.00
2/6/20	2/6/20	1,000,000	912796TE9	UNITED STATES TREASURY BILL	0.00%	2/6/20	1,000,000.00		0.00
2/6/20	2/6/20	335,000	912796TE9	UNITED STATES TREASURY BILL	0.00%	2/6/20	335,000.00		0.00
2/11/20	2/11/20	1,000,000	3133EFR25	FFCB NOTES (CALLED OMD 03/23/2020)	1.59%	2/11/20	1,000,000.00		0.00
2/12/20	2/12/20	1,352,000	313384SZ3	FEDERAL HOME LOAN BANKS DISC NOTE	0.00%	2/12/20	1,352,000.00		0.00
2/26/20	2/26/20	306,000	313384TP4	FEDERAL HOME LOAN BANKS DISC NOTE	0.00%	2/26/20	306,000.00		0.00
2/29/20	2/29/20	1,245,000	912828Y4	US TREASURY N/B NOTES	2.25%	2/29/20	1,245,000.00		0.00
3/5/20	3/5/20	1,006,000	912796TH2	UNITED STATES TREASURY BILL	0.00%	3/5/20	1,006,000.00		0.00
3/11/20	3/11/20	1,000,000	3133EF5T0	FFCB NOTES (CALLED OMD 5/3/2021)	1.70%	3/11/20	1,000,000.00		0.00
3/16/20	3/16/20	1,000,000	3136G3QX6	FANNIE MAE NOTES (CALLED OMD 06/16/2021)	1.50%	3/16/20	1,000,000.00		0.00

UNION SANITARY DISTRICT

Portfolio Activity

Trade Date	Settle Date	Par (\$)	CUSIP	Security Description	Coupon	Maturity Date	Transact Amt (\$)	Yield at Market	Realized G/L (BV)
Total MATURITY		16,415,000					16,415,000.00		0.00
SELL									
1/2/20	1/2/20	37,000	912796WM7	UNITED STATES TREASURY BILL	0.00%	1/7/20	36,992.81	1.40%	0.17
1/7/20	1/10/20	410,000	912828N30	US TREASURY NOTES	2.12%	12/31/22	416,885.83	1.56%	10,161.92
1/14/20	1/15/20	185,000	912828L57	US TREASURY NOTES	1.75%	9/30/22	186,791.99	1.58%	4,101.83
2/4/20	2/6/20	410,000	912828XG0	US TREASURY N/B NOTES	2.12%	6/30/22	417,980.53	1.39%	9,881.00
2/13/20	2/14/20	1,000,000	9128283J7	US TREASURY N/B	2.12%	11/30/24	1,036,170.38	1.44%	9,965.63
2/14/20	2/19/20	565,000	912828W55	US TREASURY N/B NOTES	1.87%	2/28/22	574,993.73	1.43%	9,689.89
2/20/20	2/24/20	300,000	912828XG0	US TREASURY N/B NOTES	2.12%	6/30/22	306,025.76	1.39%	7,060.11
2/20/20	2/21/20	770,000	912828Q29	US TREASURY NOTES	1.50%	3/31/23	777,822.78	1.36%	24,534.46
3/4/20	3/5/20	380,000	9128283V0	UNITED STATES TREASURY NOTES	2.50%	1/31/25	413,083.45	0.74%	11,594.29
Total SELL		4,057,000					4,166,747.26		86,989.30

Managed Account Detail of Securities Held

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	S&P Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Amortized Cost	Market Value
U.S. Treasury Bond / Note											
US TREASURY NOTES DTD 11/15/2010 2.625% 11/15/2020	912828PC8	1,170,000.00	AA+	Aaa	11/15/2019	11/15/2019	1,181,380.08	1.64	11,643.75	1,177,083.27	1,187,184.38
UNITED STATES TREASURY NOTES DTD 11/30/2018 2.750% 11/30/2020	9128285Q9	980,000.00	AA+	Aaa	11/29/2019	11/29/2019	990,412.50	1.68	9,056.97	986,909.31	996,537.50
US TREASURY NOTES DTD 01/31/2014 2.125% 01/31/2021	912828B58	2,475,000.00	AA+	Aaa	10/25/2019	10/28/2019	2,488,535.16	1.68	8,813.79	2,484,000.29	2,514,832.16
US TREASURY NOTES DTD 08/15/2018 2.750% 08/15/2021	9128284W7	1,045,000.00	AA+	Aaa	10/25/2019	10/28/2019	1,064,757.03	1.68	3,631.66	1,060,146.42	1,080,268.75
US TREASURY N/B NOTES DTD 02/28/2017 1.875% 02/28/2022	912828W55	485,000.00	AA+	Aaa	4/1/2019	4/2/2019	479,259.57	2.30	790.76	481,187.16	499,701.56
US TREASURY N/B NOTES DTD 06/30/2015 2.125% 06/30/2022	912828XG0	710,000.00	AA+	Aaa	3/19/2019	3/20/2019	703,454.69	2.42	3,813.32	705,471.72	738,400.00
UNITED STATES TREASURY NOTES DTD 07/15/2019 1.750% 07/15/2022	9128287C8	1,000,000.00	AA+	Aaa	7/31/2019	7/31/2019	998,789.06	1.79	3,701.92	999,059.76	1,032,343.80
US TREASURY NOTES DTD 09/30/2015 1.750% 09/30/2022	912828L57	1,815,000.00	AA+	Aaa	3/19/2019	3/20/2019	1,773,737.11	2.43	86.78	1,785,453.52	1,878,525.00
US TREASURY NOTES DTD 12/31/2015 2.125% 12/31/2022	912828N30	1,170,000.00	AA+	Aaa	3/19/2019	3/20/2019	1,157,340.24	2.43	6,283.93	1,160,705.48	1,227,403.13
US TREASURY NOTES DTD 03/31/2016 1.500% 03/31/2023	912828Q29	1,230,000.00	AA+	Aaa	3/19/2019	3/20/2019	1,186,421.49	2.43	50.41	1,197,192.57	1,272,665.63
US TREASURY NOTES DTD 06/30/2016 1.375% 06/30/2023	912828S35	2,000,000.00	AA+	Aaa	3/19/2019	3/20/2019	1,914,609.38	2.43	6,950.55	1,934,468.90	2,065,000.00
US TREASURY NOTES DTD 08/01/2016 1.250% 07/31/2023	912828S92	1,790,000.00	AA+	Aaa	4/1/2019	4/2/2019	1,712,806.25	2.30	3,749.66	1,729,960.68	1,842,301.65
US TREASURY N/B DTD 09/30/2016 1.375% 09/30/2023	912828T26	2,000,000.00	AA+	Aaa	3/19/2019	3/20/2019	1,909,531.25	2.44	75.14	1,929,298.98	2,069,687.60
US TREASURY NOTES DTD 01/03/2017 2.250% 12/31/2023	912828V23	2,000,000.00	AA+	Aaa	3/19/2019	3/20/2019	1,982,968.75	2.44	11,373.63	1,986,517.08	2,140,312.40
US TREASURY N/B NOTES DTD 02/28/2017 2.125% 02/29/2024	912828W48	2,000,000.00	AA+	Aaa	3/19/2019	3/20/2019	1,970,625.00	2.44	3,695.65	1,976,482.94	2,135,312.40

Managed Account Detail of Securities Held

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	S&P Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Amortized Cost	Market Value
U.S. Treasury Bond / Note											
US TREASURY N/B DTD 03/31/2017 2.125% 03/31/2024	912828W71	1,220,000.00	AA+	Aaa	3/2/2020	3/2/2020	1,282,525.00	0.84	70.83	1,281,293.15	1,305,209.44
US TREASURY N/B NOTES DTD 05/01/2017 2.000% 04/30/2024	912828X70	960,000.00	AA+	Aaa	6/3/2019	6/7/2019	964,875.00	1.89	8,070.33	964,098.36	1,022,549.95
US TREASURY N/B NOTES DTD 06/30/2017 2.000% 06/30/2024	912828XX3	500,000.00	AA+	Aaa	7/1/2019	7/3/2019	505,156.25	1.78	2,527.47	504,415.58	533,906.25
US TREASURY N/B DTD 07/31/2017 2.125% 07/31/2024	9128282N9	965,000.00	AA+	Aaa	8/28/2019	8/29/2019	998,737.30	1.39	3,436.49	994,822.36	1,036,771.88
US TREASURY N/B NOTES DTD 08/31/2017 1.875% 08/31/2024	9128282U3	780,000.00	AA+	Aaa	9/3/2019	9/3/2019	797,732.81	1.40	1,271.74	795,739.28	830,456.25
US TREASURY N/B DTD 11/30/2017 2.125% 11/30/2024	9128283J7	500,000.00	AA+	Aaa	1/2/2020	1/2/2020	511,152.34	1.65	3,570.70	510,616.00	539,609.40
Security Type Sub-Total		26,795,000.00					26,574,806.26	2.05	92,665.48	26,644,922.81	27,948,979.13
U.S. Treasury Bill											
UNITED STATES TREASURY BILL -- 0.000% 04/02/2020	912796TM1	939,000.00	A-1+	P-1	2/10/2020	2/12/2020	937,002.02	1.54	0.00	938,960.04	938,998.97
UNITED STATES TREASURY BILL DTD 10/31/2019 0.000% 04/30/2020	912796TS8	1,006,000.00	A-1+	P-1	3/4/2020	3/5/2020	1,004,512.57	0.95	0.00	1,005,229.73	1,005,975.65
Security Type Sub-Total		1,945,000.00					1,941,514.59	1.23	0.00	1,944,189.77	1,944,974.62
Municipal Bond / Note											
RIVERSIDE, CA TXBL PO BONDS DTD 05/31/2017 2.125% 06/01/2021	769036BA1	500,000.00	AA	NR	6/1/2017	6/1/2017	500,000.00	2.13	3,541.67	500,000.00	501,870.00
VICTOR VALLEY CCD, CA TXBL GO BONDS DTD 05/05/2016 1.896% 08/01/2021	92603PER9	500,000.00	AA-	Aa2	12/28/2016	12/28/2016	490,150.00	2.35	1,580.00	497,032.72	503,240.00
CA ST TXBL GO BONDS DTD 04/27/2017 2.367% 04/01/2022	13063DAD0	1,000,000.00	AA-	Aa2	4/27/2017	4/27/2017	1,010,000.00	2.15	11,835.00	1,004,182.95	1,011,110.00

Managed Account Detail of Securities Held

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	S&P Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Amortized Cost	Market Value
Security Type Sub-Total		2,000,000.00					2,000,150.00	2.20	16,956.67	2,001,215.67	2,016,220.00
Federal Agency Bond / Note											
FEDERAL HOME LOAN BANKS NOTES DTD 04/26/2017 2.000% 10/26/2021	3130AB3D6	1,000,000.00	AA+	Aaa	4/26/2017	4/26/2017	1,000,000.00	2.00	8,611.11	1,000,000.00	1,023,937.00
FEDERAL HOME LOAN BANKS NOTES DTD 11/08/2019 1.625% 11/19/2021	3130AHJY0	980,000.00	AA+	Aaa	3/10/2020	3/11/2020	995,680.00	0.67	6,325.76	995,167.77	998,435.76
FANNIE MAE NOTES DTD 04/10/2017 1.875% 04/05/2022	3135G0T45	970,000.00	AA+	Aaa	3/13/2020	3/16/2020	993,619.50	0.68	8,891.67	993,144.43	996,904.89
FEDERAL HOME LOAN BANKS NOTES DTD 02/21/2020 1.375% 02/17/2023	3130AJ7E3	775,000.00	AA+	Aaa	2/20/2020	2/21/2020	773,574.00	1.44	1,184.03	773,625.99	794,492.80
FANNIE MAE NOTES DTD 10/18/2019 1.625% 10/15/2024	3135G0W66	1,000,000.00	AA+	Aaa	11/25/2019	11/25/2019	997,860.00	1.67	7,357.64	998,011.66	1,044,744.00
FANNIE MAE NOTES DTD 01/10/2020 1.625% 01/07/2025	3135G0X24	395,000.00	AA+	Aaa	3/4/2020	3/5/2020	409,690.05	0.84	1,444.22	409,475.16	412,799.89
FREDDIE MAC NOTES DTD 02/14/2020 1.500% 02/12/2025	3137EAEP0	1,035,000.00	AA+	Aaa	2/13/2020	2/14/2020	1,034,203.05	1.52	2,026.88	1,034,223.11	1,076,395.86
Security Type Sub-Total		6,155,000.00					6,204,626.60	1.30	35,841.31	6,203,648.12	6,347,710.20
Corporate Note											
HSBC BANK USA NA CORP NOTES DTD 08/24/2010 4.875% 08/24/2020	4042Q1AE7	2,000,000.00	A	A1	5/17/2016	5/17/2016	2,191,145.28	2.50	10,020.83	2,018,635.12	2,015,000.00
GENERAL ELECTRIC CO CORP NOTES DTD 07/02/2016 2.342% 11/15/2020	36164QMS4	1,000,000.00	BBB+	Baa1	3/10/2017	3/10/2017	1,010,642.28	2.04	8,847.56	1,001,856.45	995,505.00
CHEVRON CORP (CALLABLE) NOTES DTD 05/16/2016 2.100% 05/16/2021	166764BG4	1,000,000.00	AA	Aa2	5/10/2017	5/10/2017	999,500.00	2.11	7,875.00	999,856.25	999,310.00
STATE STREET CORP NOTES DTD 05/19/2016 1.950% 05/19/2021	857477AV5	530,000.00	A	A1	3/20/2019	3/22/2019	520,566.00	2.81	3,789.50	524,982.68	527,251.42

Managed Account Detail of Securities Held

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	S&P Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Amortized Cost	Market Value
Corporate Note											
AMERICAN EXPRESS CREDIT (CALLABLE) NOTES DTD 03/03/2017 2.700% 03/03/2022	0258M0EG0	1,000,000.00	A-	A2	5/15/2017	5/15/2017	1,013,279.67	2.41	2,100.00	1,005,359.58	1,007,152.00
PACCAR FINANCIAL CORP CORP NOTES DTD 05/10/2019 2.650% 05/10/2022	69371RP83	580,000.00	A+	A1	5/3/2019	5/10/2019	579,686.80	2.67	6,019.92	579,777.36	567,452.86
BRANCH BANKING & TRUST CORP NOTES DTD 03/18/2019 3.050% 06/20/2022	05531FBG7	525,000.00	A-	A3	3/20/2019	3/22/2019	525,714.00	3.01	4,492.40	525,486.27	528,719.10
AMAZON.COM INC BONDS DTD 06/06/2018 2.400% 02/22/2023	023135AW6	675,000.00	AA-	A2	4/11/2019	4/15/2019	668,499.75	2.66	1,755.00	670,069.17	702,247.05
EXXON MOBIL CORPORATION CORP NOTES DTD 03/03/2016 2.726% 03/01/2023	30231GAR3	985,000.00	AA	Aaa	6/13/2019	6/14/2019	1,001,400.25	2.26	2,237.59	998,006.93	1,002,458.14
AMERICAN HONDA FINANCE DTD 01/10/2020 1.950% 05/10/2023	02665WDH1	415,000.00	A	A3	1/7/2020	1/10/2020	414,846.45	1.96	1,820.81	414,853.85	406,700.00
JPMORGAN CHASE & CO CORP NOTES DTD 05/18/2016 2.700% 05/18/2023	46625HRL6	525,000.00	A-	A2	3/20/2019	3/22/2019	517,970.25	3.04	5,236.88	519,633.04	538,741.88
BANK OF AMERICA CORP NOTES DTD 07/23/2013 4.100% 07/24/2023	06053FAA7	500,000.00	A-	A2	3/20/2019	3/22/2019	520,405.00	3.09	3,815.28	515,835.58	528,810.00
Security Type Sub-Total		9,735,000.00					9,963,655.73	2.48	58,010.77	9,774,352.28	9,819,347.45
Commercial Paper											
MUFG BANK LTD/NY COMM PAPER DTD 07/19/2019 0.000% 04/14/2020	62479LDE2	1,625,000.00	A-1	P-1	1/13/2020	1/14/2020	1,617,688.40	1.79	0.00	1,623,955.48	1,624,239.50
NATIXIS NY BRANCH COMM PAPER DTD 09/13/2019 0.000% 06/09/2020	63873JF96	1,635,000.00	A-1	P-1	1/13/2020	1/14/2020	1,623,116.28	1.79	0.00	1,629,421.92	1,629,105.83
MUFG BANK LTD/NY COMM PAPER DTD 10/25/2019 0.000% 06/24/2020	62479LFQ3	1,000,000.00	A-1	P-1	10/25/2019	10/28/2019	987,133.33	1.96	0.00	995,496.67	997,094.00

Managed Account Detail of Securities Held

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	S&P Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Amortized Cost	Market Value
Commercial Paper											
BNP PARIBAS NY BRANCH COMM PAPER DTD 10/25/2019 0.000% 06/24/2020	09659BFQ8	1,000,000.00	A-1	P-1	10/25/2019	10/28/2019	987,533.33	1.89	0.00	995,636.67	996,353.00
Security Type Sub-Total		5,260,000.00					5,215,471.34	1.84	0.00	5,244,510.74	5,246,792.33
Certificate of Deposit - FDIC Insured											
LAKESIDE BANK CD DTD 05/30/2017 1.750% 05/29/2020	51210SMU8	249,000.00	NR	NR	5/30/2017	5/30/2017	249,000.00	1.75	11.94	249,000.00	249,304.53
CAPITAL ONE BANK USA NA CD DTD 10/26/2016 1.500% 10/26/2020	140420L99	248,000.00	NR	NR	10/26/2016	10/26/2016	248,000.00	1.50	1,610.30	248,000.00	248,714.98
PONCE DE LEON FEDERAL BK CD DTD 05/31/2017 1.850% 05/28/2021	732333AJ8	249,000.00	NR	NR	5/31/2017	5/31/2017	249,000.00	1.85	25.24	249,000.00	251,188.96
DISCOVER BANK CD DTD 12/29/2016 2.250% 12/29/2021	254672Y36	247,000.00	NR	NR	12/29/2016	12/29/2016	247,000.00	2.25	1,431.25	247,000.00	251,590.00
STATE BANK OF INDIA CD DTD 01/26/2017 2.250% 01/26/2022	8562846A7	247,000.00	NR	NR	1/26/2017	1/26/2017	247,000.00	2.25	1,004.92	247,000.00	251,770.31
SYNCHRONY BANK CD DTD 02/24/2017 2.300% 02/24/2022	87165ELT2	247,000.00	NR	NR	2/28/2017	2/28/2017	247,000.00	2.30	575.88	247,000.00	252,178.11
BMW BANK NORTH AMERICA CD DTD 03/10/2017 2.150% 03/10/2022	05580AGR9	247,000.00	NR	NR	3/10/2017	3/10/2017	247,000.00	2.15	320.08	247,000.00	251,548.75
BELMONT SAVINGS BANK CD DTD 03/20/2017 2.150% 03/21/2022	080515BV0	248,000.00	NR	NR	3/20/2017	3/20/2017	248,000.00	2.15	160.69	248,000.00	252,604.62
AMERICAN EXPRESS CREDIT CD DTD 04/05/2017 2.450% 04/05/2022	02587DN38	247,000.00	NR	NR	4/5/2017	4/5/2017	247,000.00	2.45	2,967.72	247,000.00	253,168.58
Security Type Sub-Total		2,229,000.00					2,229,000.00	2.07	8,108.02	2,229,000.00	2,262,068.84
Certificate of Deposit											
SUMMIT COMMUNITY BANK CD DTD 05/31/2017 1.650% 05/29/2020	86604XLT1	249,000.00	NR	NR	5/31/2017	5/31/2017	249,000.00	1.65	11.26	249,000.00	249,276.14

Managed Account Detail of Securities Held

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	S&P Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Amortized Cost	Market Value
Certificate of Deposit											
CREDIT AGRICOLE CIB NY CERT DEPOS DTD 04/04/2019 2.830% 04/02/2021	22535CDU2	575,000.00	A-1	P-1	4/3/2019	4/4/2019	575,000.00	2.85	16,408.10	575,000.00	583,951.03
SOCIETE GENERALE NY CERT DEPOS DTD 02/19/2020 1.800% 02/14/2022	83369XDL9	570,000.00	A	A1	2/14/2020	2/19/2020	570,000.00	1.80	1,197.00	570,000.00	554,108.40
DNB BANK ASA/NY LT CD DTD 12/04/2019 2.040% 12/02/2022	23341VZT1	430,000.00	AA-	Aa2	12/5/2019	12/6/2019	430,000.00	2.04	2,850.90	430,000.00	439,935.58
Security Type Sub-Total		1,824,000.00					1,824,000.00	2.17	20,467.26	1,824,000.00	1,827,271.15
Asset-Backed Security											
HAROT 2020-1 A3 DTD 02/26/2020 1.610% 04/21/2024	43813RAC1	305,000.00	NR	Aaa	2/19/2020	2/26/2020	304,940.22	1.62	136.40	304,941.43	292,711.67
TAOT 2020-A A3 DTD 02/12/2020 1.660% 05/15/2024	89232HAC9	415,000.00	AAA	Aaa	2/4/2020	2/12/2020	414,970.04	1.66	306.18	414,971.05	400,677.40
CARMX 2020-1 A3 DTD 01/22/2020 1.890% 12/15/2024	14315XAC2	185,000.00	AAA	NR	1/14/2020	1/22/2020	184,963.70	1.90	155.40	184,964.99	183,970.96
Security Type Sub-Total		905,000.00					904,873.96	1.70	597.98	904,877.47	877,360.03
Managed Account Sub Total		56,848,000.00					56,858,098.48	2.00	232,647.49	56,770,716.86	58,290,723.75
Securities Sub-Total		\$56,848,000.00					\$56,858,098.48	2.00%	\$232,647.49	\$56,770,716.86	\$58,290,723.75
Accrued Interest											\$232,647.49
Total Investments											\$58,523,371.24

Bolded items are forward settling trades.

IMPORTANT DISCLOSURES

This material is based on information obtained from sources generally believed to be reliable and available to the public; however, PFM Asset Management LLC cannot guarantee its accuracy, completeness or suitability. This material is for general information purposes only and is not intended to provide specific advice or a specific recommendation. All statements as to what will or may happen under certain circumstances are based on assumptions, some, but not all of which, are noted in the presentation. Assumptions may or may not be proven correct as actual events occur, and results may depend on events outside of your or our control. Changes in assumptions may have a material effect on results. Past performance does not necessarily reflect and is not a guaranty of future results. The information contained in this presentation is not an offer to purchase or sell any securities.

- Market values that include accrued interest are derived from closing bid prices as of the last business day of the month as supplied by Refinitiv, Bloomberg, or Telerate. Where prices are not available from generally recognized sources, the securities are priced using a yield based matrix system to arrive at an estimated market value.
- In accordance with generally accepted accounting principles, information is presented on a trade date basis; forward settling purchases are included in the monthly balances, and forward settling sales are excluded.
- Performance is presented in accordance with the CFA Institute's Global Investment Performance Standards (GIPS). Unless otherwise noted, performance is shown gross of fees. Quarterly returns are presented on an unannualized basis. Returns for periods greater than one year are presented on an annualized basis. Past performance is not indicative of future returns.
- Bank of America/Merrill Lynch Indices provided by Bloomberg Financial Markets.
- Money market fund/cash balances are included in performance and duration computations.
- Standard & Poor's is the source of the credit ratings. Distribution of credit rating is exclusive of money market fund/LGIP holdings.
- Callable securities in the portfolio are included in the maturity distribution analysis to their stated maturity date, although, they may be called prior to maturity.
- MBS maturities are represented by expected average life.

GLOSSARY

- **ACCRUED INTEREST:** Interest that is due on a bond or other fixed income security since the last interest payment was made.
- **AGENCIES:** Federal agency securities and/or Government-sponsored enterprises.
- **AMORTIZED COST:** The original cost of the principal of the security is adjusted for the amount of the periodic reduction of any discount or premium from the purchase date until the date of the report. Discount or premium with respect to short-term securities (those with less than one year to maturity at time of issuance) is amortized on a straight line basis. Such discount or premium with respect to longer-term securities is amortized using the constant yield basis.
- **BANKERS' ACCEPTANCE:** A draft or bill of exchange accepted by a bank or trust company. The accepting institution guarantees payment of the bill as well as the insurer.
- **COMMERCIAL PAPER:** An unsecured obligation issued by a corporation or bank to finance its short-term credit needs, such as accounts receivable and inventory.
- **CONTRIBUTION TO DURATION:** Represents each sector or maturity range's relative contribution to the overall duration of the portfolio measured as a percentage weighting. Since duration is a key measure of interest rate sensitivity, the contribution to duration measures the relative amount or contribution of that sector or maturity range to the total rate sensitivity of the portfolio.
- **DURATION TO WORST:** A measure of the sensitivity of a security's price to a change in interest rates, stated in years, computed from cash flows to the maturity date or to the put date, whichever results in the highest yield to the investor.
- **EFFECTIVE DURATION:** A measure of the sensitivity of a security's price to a change in interest rates, stated in years.
- **EFFECTIVE YIELD:** The total yield an investor receives in relation to the nominal yield or coupon of a bond. Effective yield takes into account the power of compounding on investment returns, while nominal yield does not.
- **FDIC:** Federal Deposit Insurance Corporation. A federal agency that insures bank deposits to a specified amount.
- **INTEREST RATE:** Interest per year divided by principal amount and expressed as a percentage.
- **MARKET VALUE:** The value that would be received or paid for an investment in an orderly transaction between market participants at the measurement date.
- **MATURITY:** The date upon which the principal or stated value of an investment becomes due and payable.
- **NEGOTIABLE CERTIFICATES OF DEPOSIT:** A CD with a very large denomination, usually \$1 million or more, that can be traded in secondary markets.
- **PAR VALUE:** The nominal dollar face amount of a security.

GLOSSARY

- **PASS THROUGH SECURITY:** A security representing pooled debt obligations that passes income from debtors to its shareholders. The most common type is the mortgage-backed security.
- **REPURCHASE AGREEMENTS:** A holder of securities sells these securities to an investor with an agreement to repurchase them at a fixed price on a fixed date.
- **SETTLE DATE:** The date on which the transaction is settled and monies/securities are exchanged. If the settle date of the transaction (i.e., coupon payments and maturity proceeds) occurs on a non-business day, the funds are exchanged on the next business day.
- **TRADE DATE:** The date on which the transaction occurred; however, the final consummation of the security transaction and payment has not yet taken place.
- **UNSETTLED TRADE:** A trade which has been executed; however, the final consummation of the security transaction and payment has not yet taken place.
- **U.S. TREASURY:** The department of the U.S. government that issues Treasury securities.
- **YIELD:** The rate of return based on the current market value, the annual interest receipts, maturity value, and the time period remaining until maturity, stated as a percentage on an annualized basis.
- **YTM AT COST:** The yield to maturity at cost is the expected rate of return based on the original cost, the annual interest receipts, maturity value, and the time period from purchase date to maturity, stated as a percentage on an annualized basis.
- **YTM AT MARKET:** The yield to maturity at market is the rate of return based on the current market value, the annual interest receipts, maturity value, and the time period remaining until maturity, stated as a percentage on an annualized basis.



Market Update

June 1, 2020

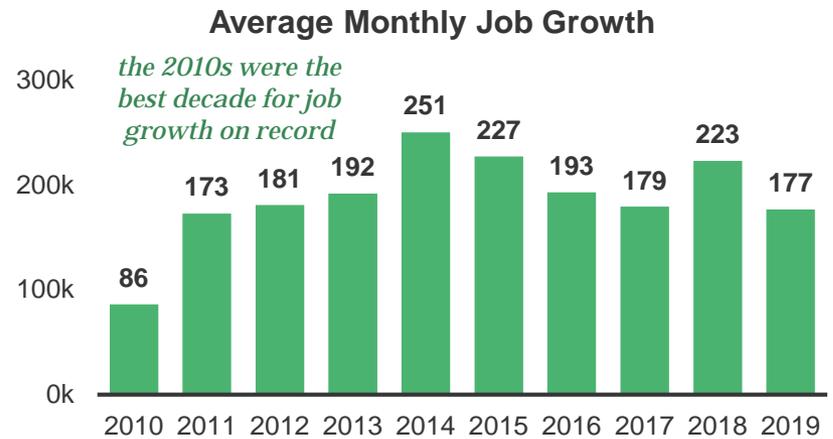
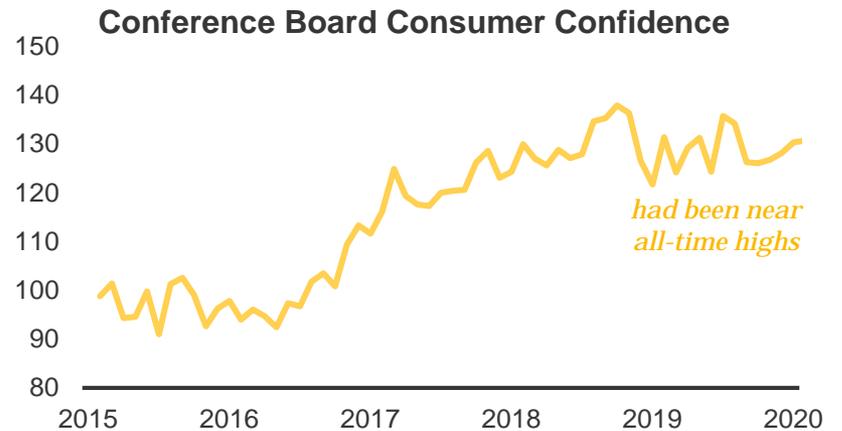
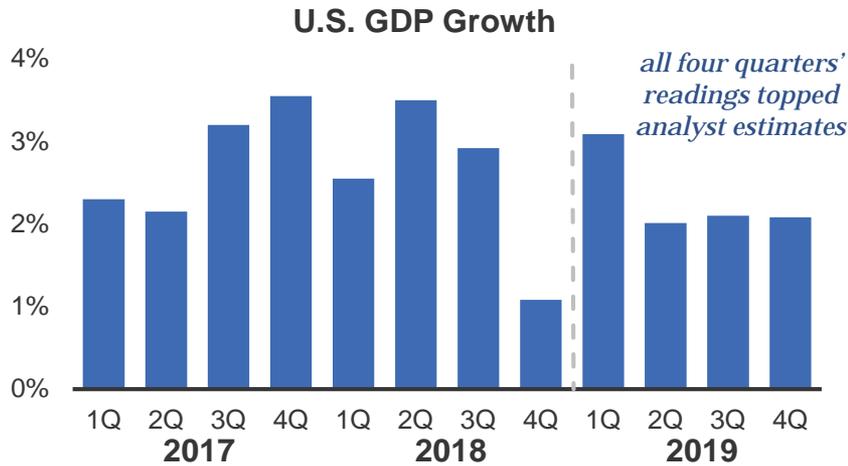
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Economy Was Reasonably Strong Prior to Coronavirus Outbreak



Source: Bloomberg, latest data available as of 2/29/2020.



COVID-19 Created a Three-Pronged Crisis



Health Crisis / Pandemic

The rapidly spreading coronavirus threatened to overwhelm healthcare facilities around the world as the number of cases and deaths related to COVID-19 escalated.



Effects on the Economy

With businesses forced to close their doors and consumers stuck at home “social distancing,” the economy came to a near standstill over a very short period of time.



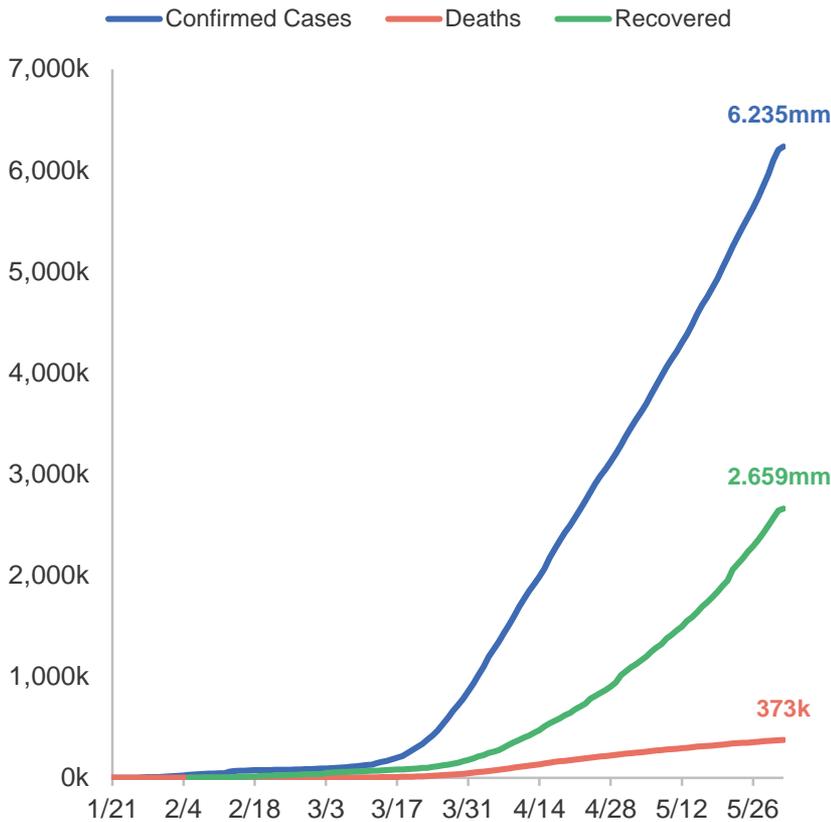
Effects on Financial Markets

Treasury yields and stock prices plummeted while credit spreads and volatility soared in reaction to the uncertainty created by the pandemic.



COVID-19 Pandemic Tops 6 Million Cases Worldwide

Coronavirus Cases



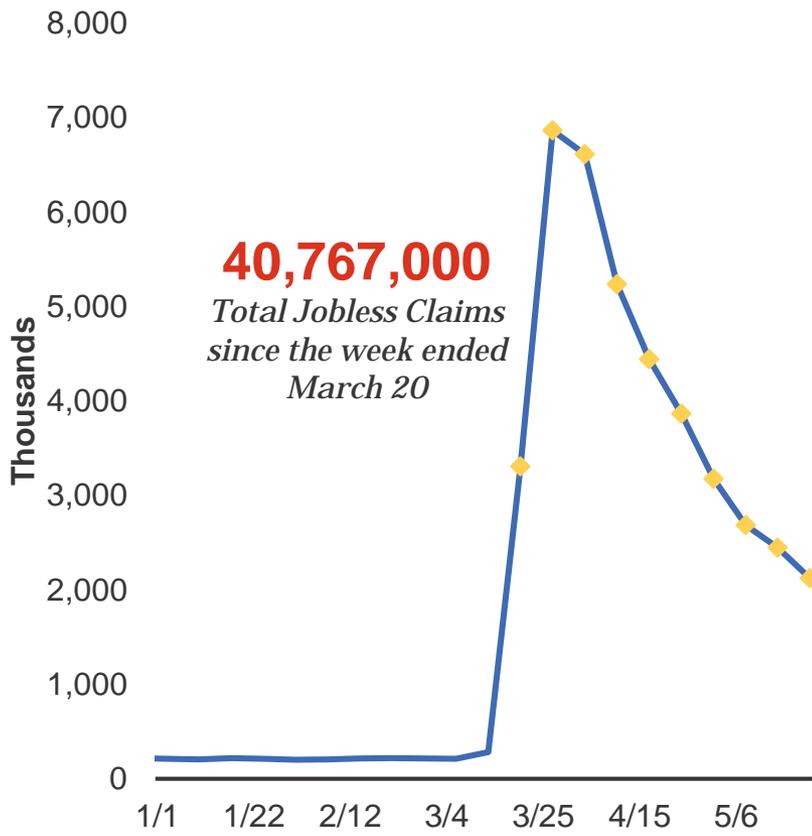
Rank*	Country	# Cases	# Deaths	Death Rate
1	United States	1,791,163	104,399	5.8%
2	China	84,150	4,638	5.5%
3	Japan	16,789	900	5.4%
4	Germany	183,508	8,546	4.7%
5	India	191,605	5,415	2.8%
6	United Kingdom	276,156	38,571	14.0%
7	France	226,155	28,805	12.7%
8	Italy	232,997	33,415	14.3%
9	Brazil	514,849	29,314	5.7%
10	Canada	92,479	7,374	8.0%
11	Russia	414,878	4,855	1.2%
12	South Korea	11,503	271	2.4%
13	Spain	239,479	27,127	11.3%
14	Australia	7,204	102	1.4%
15	Mexico	90,664	9,930	11.0%
23	Sweden	37,814	4,403	11.6%

Source: Bloomberg data compiled from Johns Hopkins University, the World Health Organization, and other sources. *By size of economy, estimates by IMF for 2019. Data as of 6/01/2020.



Jobless Rate Soars

Initial Jobless Claims



Unemployment Rate



Source: Bloomberg, as of 5/28/2020 (left); 4/30/2020 (right).



Federal Reserve Broadens Tool Kit to Support Markets

● Zero Interest Rates

- Cut rates by 150 bps at two emergency meetings in March

● Asset Purchase Programs

- Unlimited Treasury and agency MBS purchases

● Repurchase Agreements

- Increased amount and term options to primary dealers

● Discount Window

- Decreased rate and extended term of loans

● Bank Regulatory Relief

- Lowered reserve requirement to 0; capital & liquidity flexibility

● Liquidity Support

- Funding for CP, ABS, MMFs, corporate bonds and more

● U.S. Dollar Swap Lines

- Increased access to U.S. dollars to foreign central banks

● Paycheck Protection Program

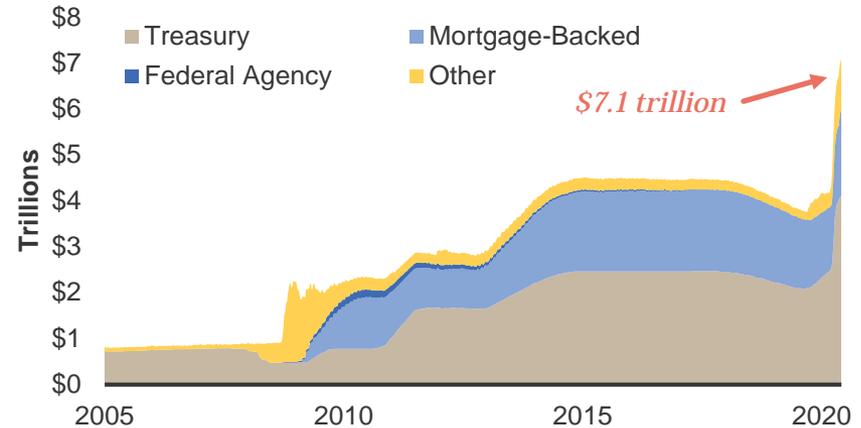
- Support for financial institutions issuing PPP loans

● Main Street Lending Program

- Purchasing loans to small- and mid-size businesses

Source: Federal Reserve, as of 6/01/2020.

Assets of the Federal Reserve

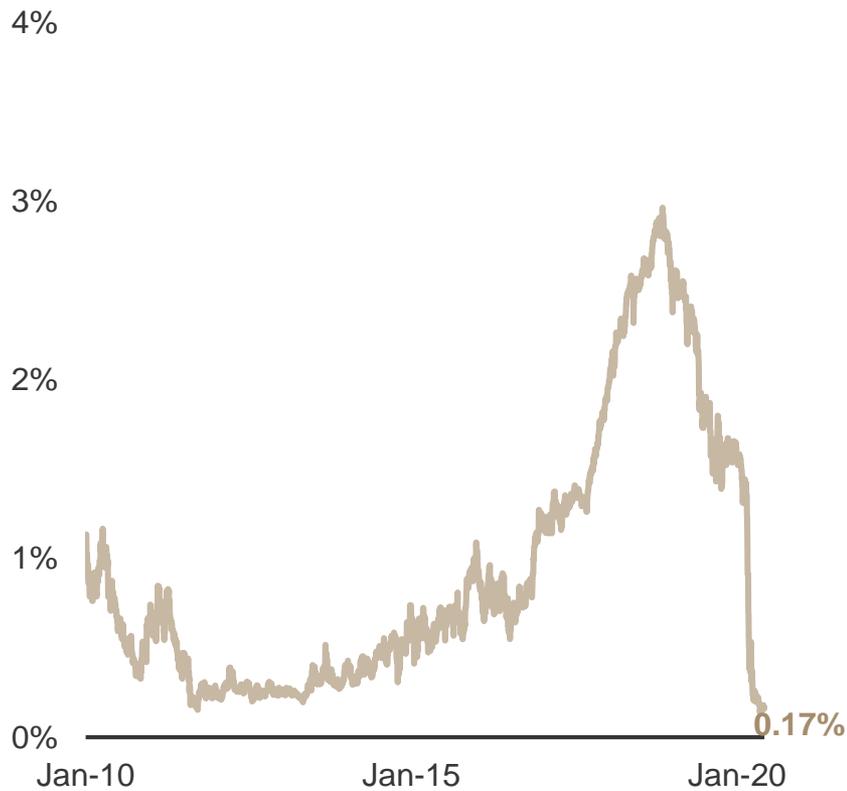


Amount Allocated to Fed's Liquidity Programs	
Facility	Holdings (billions)
Discount Window	\$18.2
PDCF	\$6.2
MMLF	\$33.2
CPFF	\$4.2
PPPLF	\$49.2
Swap Lines	\$448.9
Repurchase Agreements	\$181.0

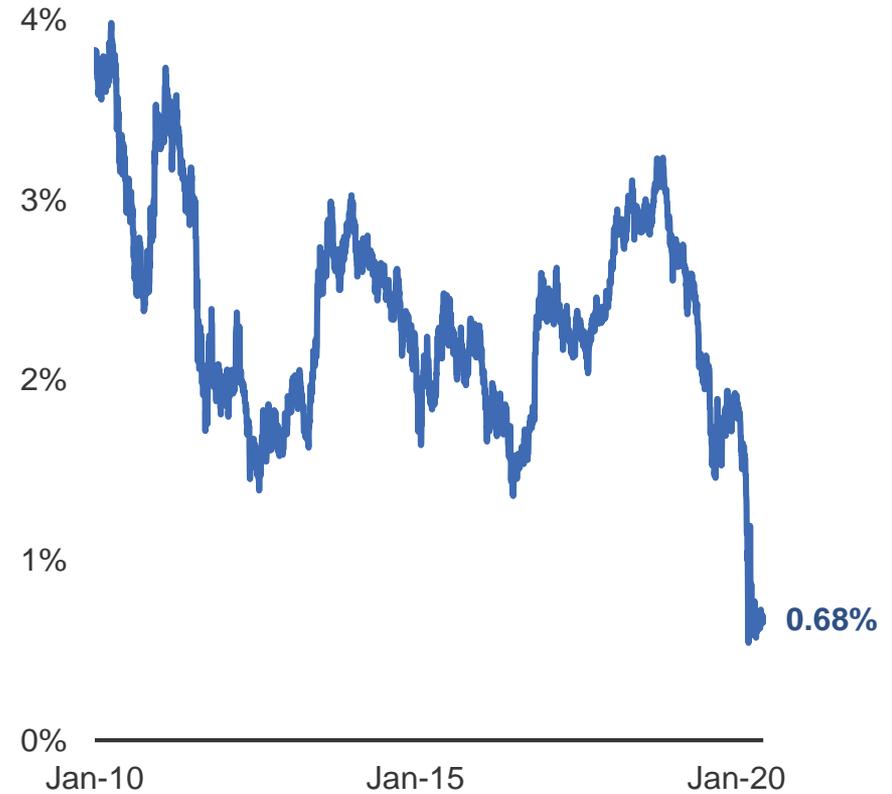


Treasury Yields Fall to All-Time Lows

2-Year Treasury Yield



10-Year Treasury Yield

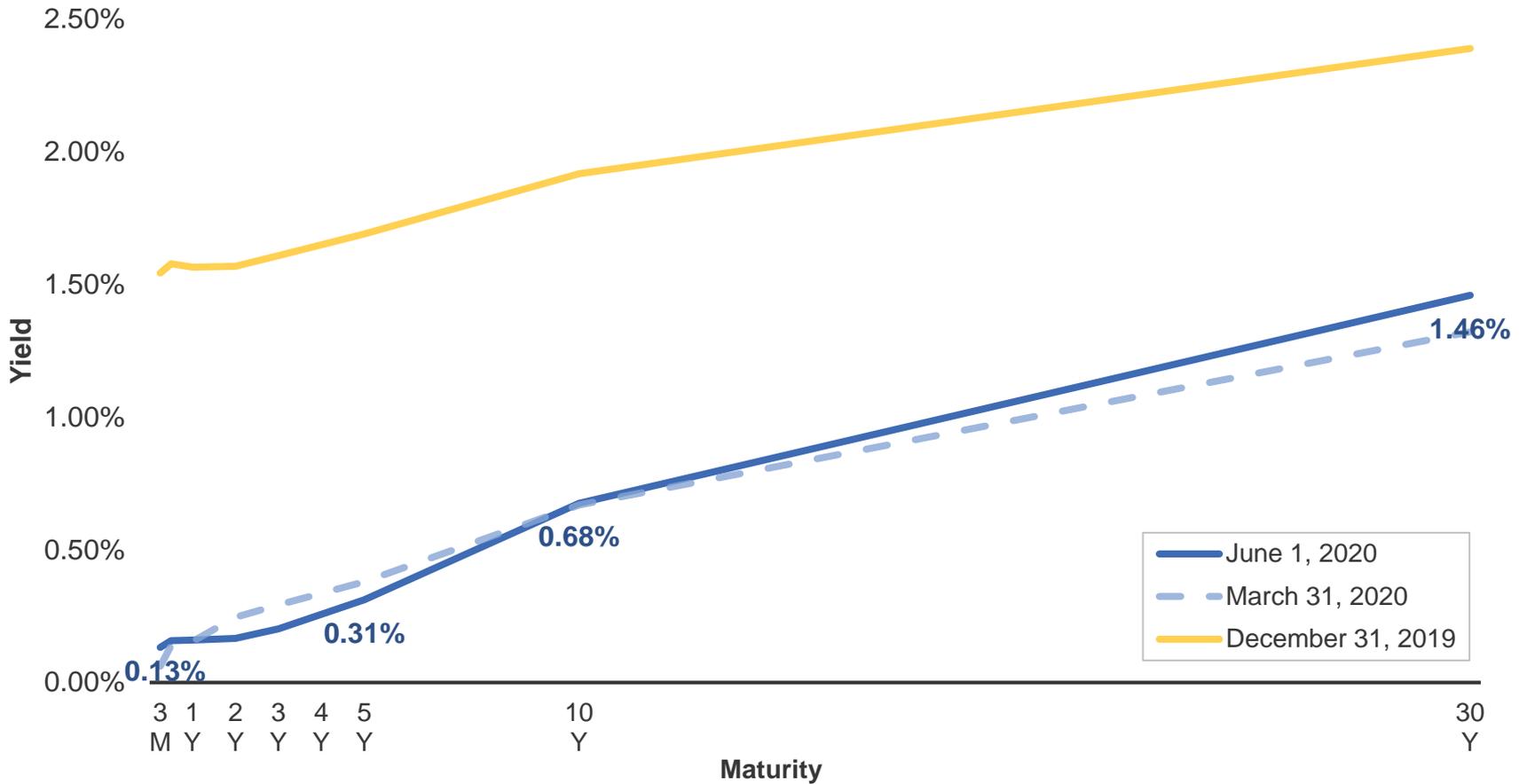


Source: Bloomberg, as of 6/01/2020.



Treasury Yield Curve Remains Sharply Lower

U.S. Treasury Yield Curve

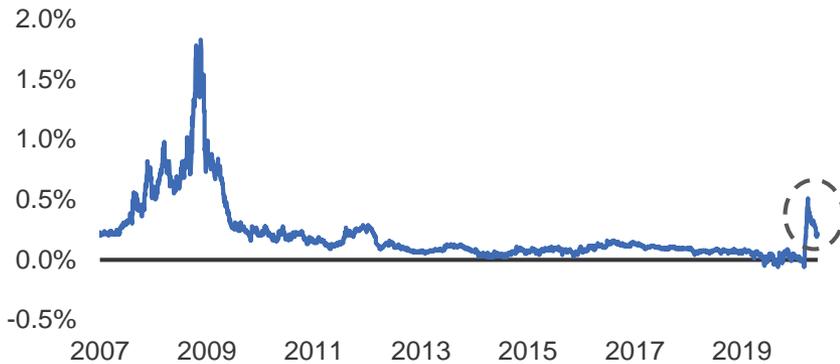


Source: Bloomberg, as of 6/01/2020.

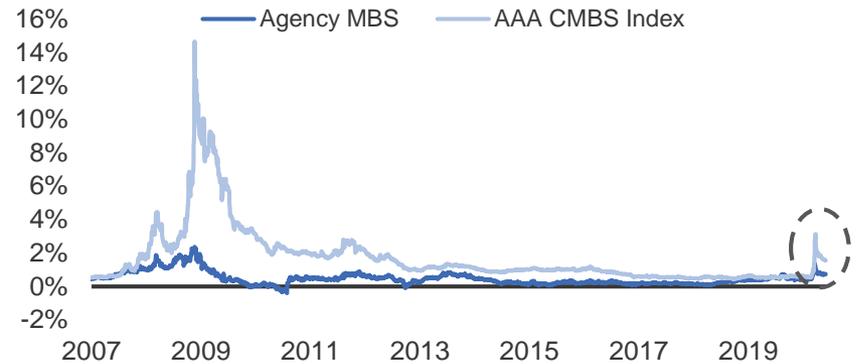


Yield Spreads Spike, But Not to Levels of the Great Recession

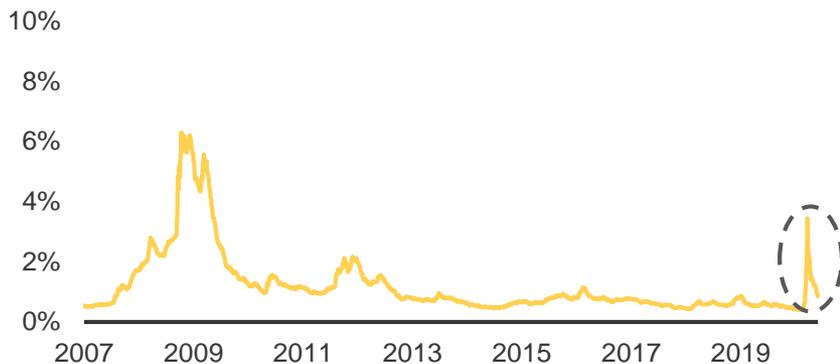
Federal Agency Yield Spreads



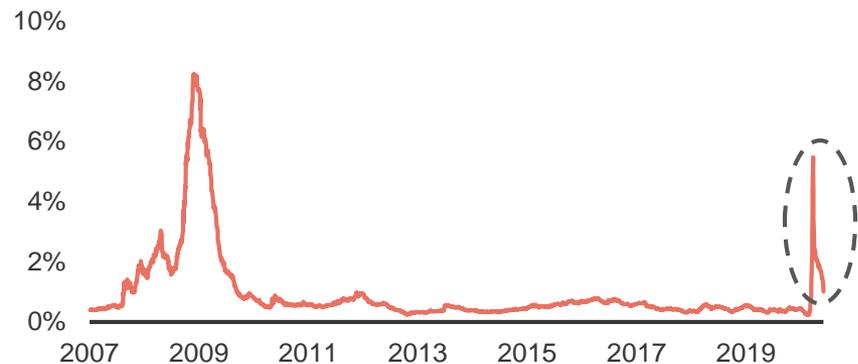
Mortgage-Backed Securities Yield Spreads



Corporate Notes A-AAA Yield Spreads



Asset-Backed Securities Yield Spreads



Source: ICE BofAML 1-5 year Indices via Bloomberg, MarketAxess and PFM as of 5/29/2020. Spreads on ABS and MBS are option-adjusted spreads of 0-5 year indices based on weighted average life; spreads on agencies are relative to comparable-maturity Treasuries. CMBS is Commercial Mortgage-Backed Securities.



Investment Grade Corporate Spreads have Substantially Normalized Amid Fed Support

Corporate Yield Spreads 1-5 Year A-AAA (OAS)

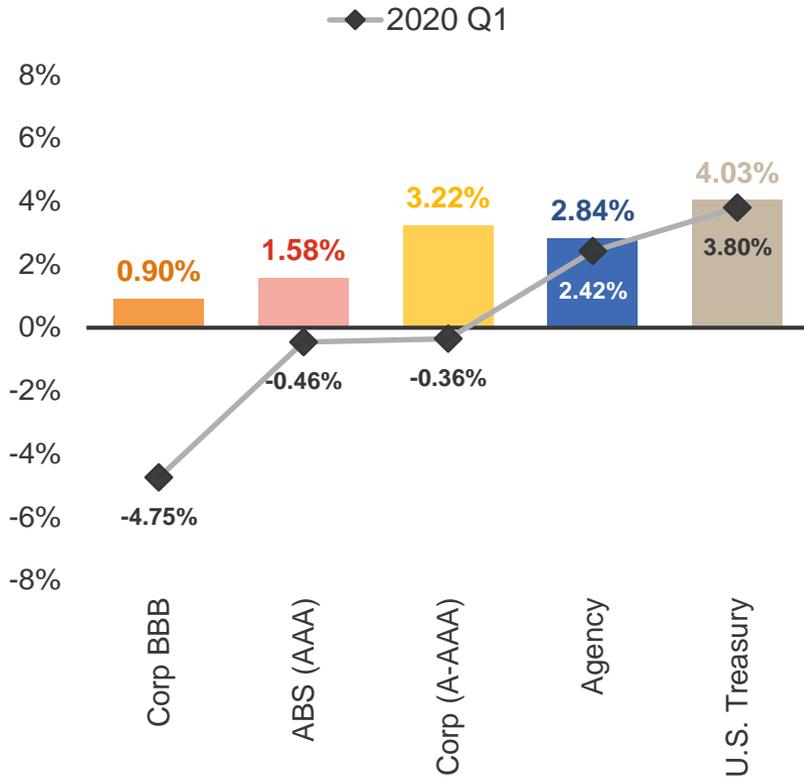


Source: Bloomberg, as of 5/29/2020. Recession period derive from the National Bureau of Economic Research (NBER) based recession indicators.

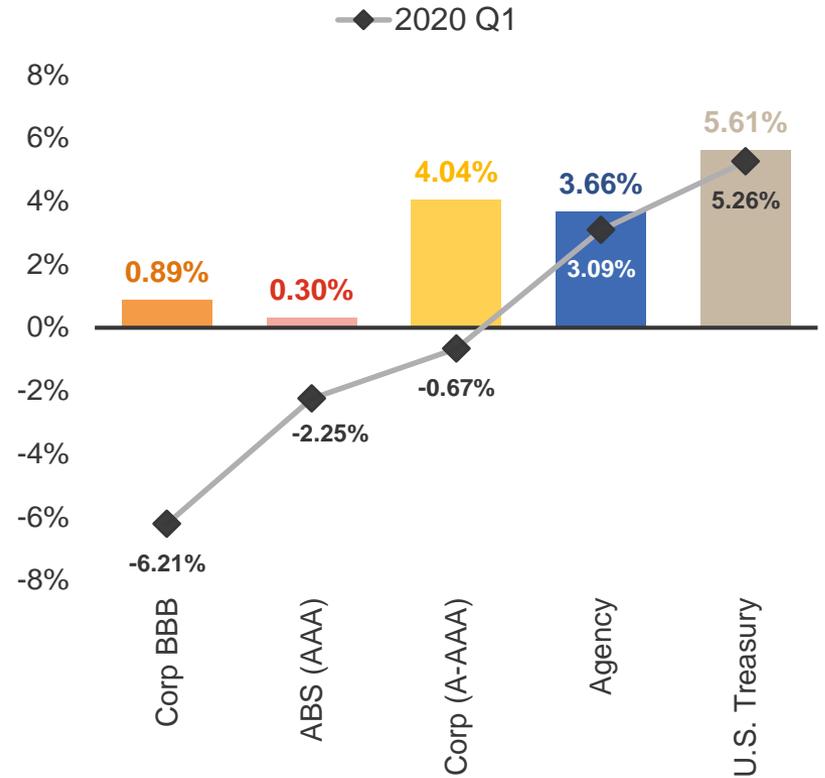


Credit Sectors Recovering After a Brutal First Quarter

1-5 Year Sector Returns Year-To-Date



1-10 Year Sector Returns Year-To-Date

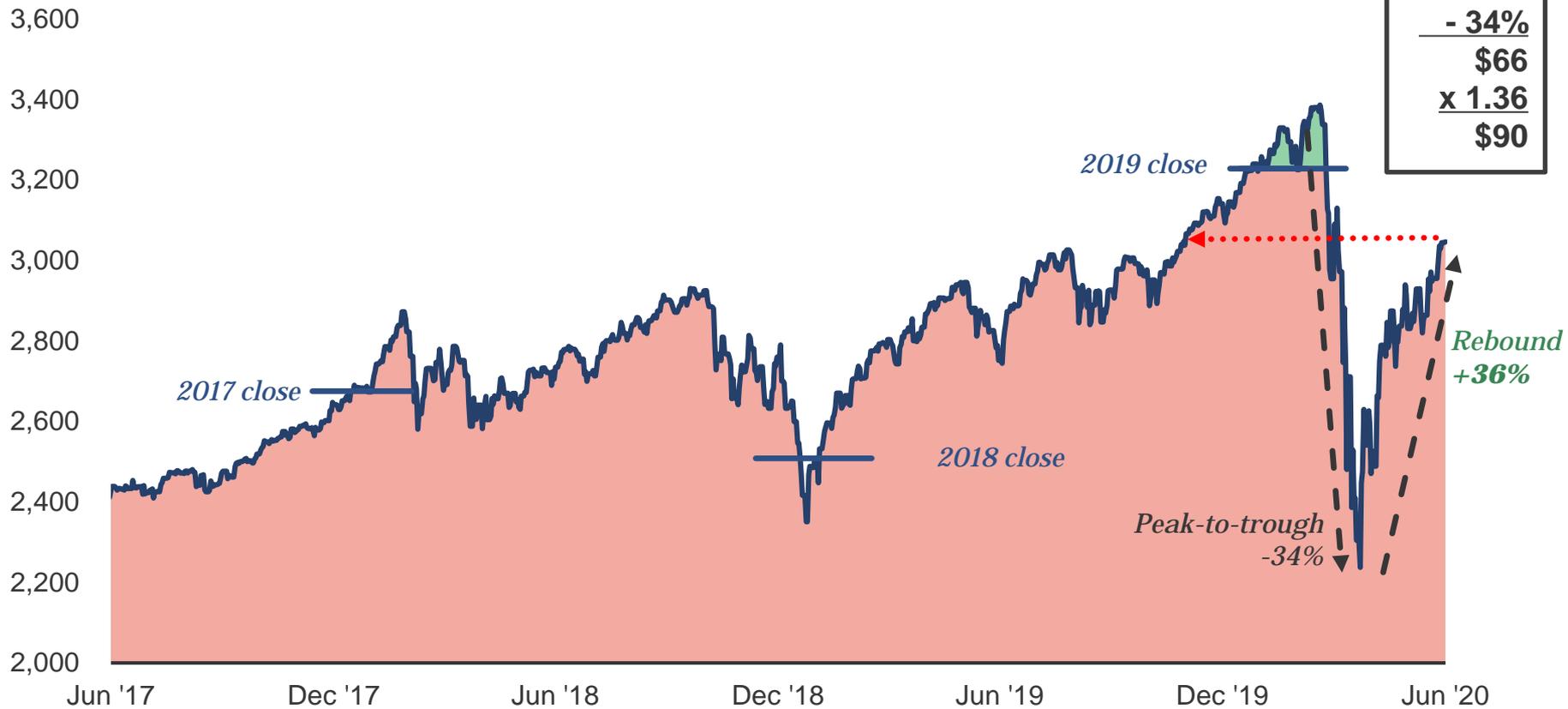


Source: ICE BofAML 1-5 year Indices. ABS indices are 0-5 year and 0-10, based on weighted average life. As of 5/29/2020.



Stocks Rally on Stimulus + Expected Economic Recovery

S&P Price Change

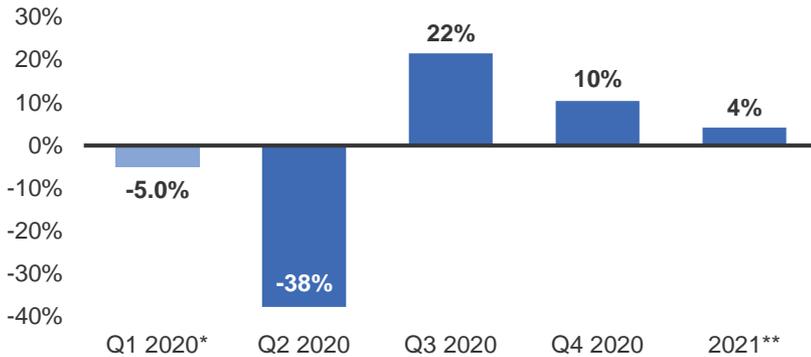


Source: Bloomberg, as of 6/01/2020.

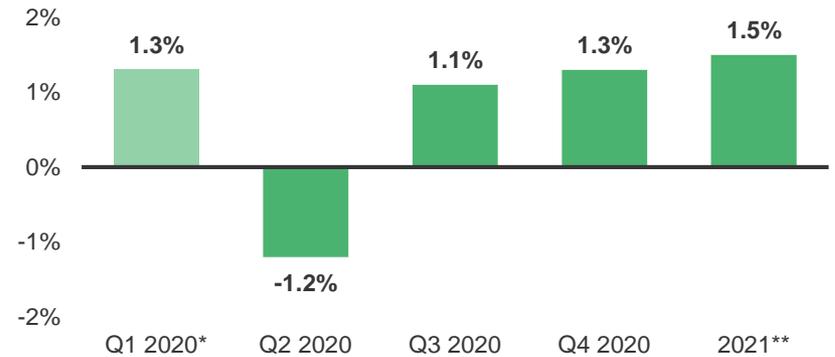


CBO Projections of Key Economic Variables

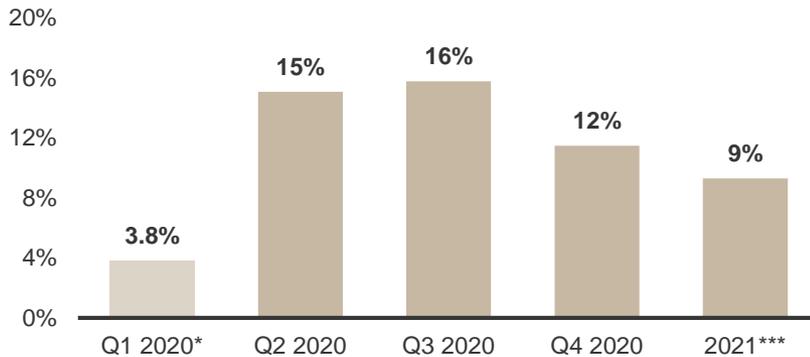
Real GDP (annualized rate)



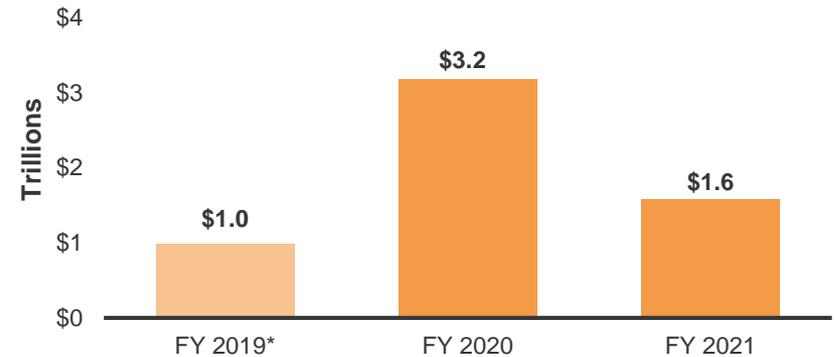
Inflation (PCE)



Unemployment Rate



Federal Deficit



Source: Congressional Budget Office, as of 5/19/2020.

*Actual results. **Q4 2021 relative to Q4 2020. ***Projected annual average for the year.



Disclosures

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Directors
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Tom Handley
Pat Kite
Anjali Lathi
Jennifer Toy

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

Karen W. Murphy
Attorney

**JUNE 8, 2020
BOARD OF DIRECTORS MEETING
AGENDA ITEM # 9**

TITLE: **Adopt a Resolution Clarifying the Deferral of the Collection of Rate Increases Adopted Pursuant to Article XIID, Section 6 of the California Constitution on May 11, 2020, Until FY 2022 for Single Family Residential and Multi Family Residential Customers**

SUBMITTED: Paul R. Eldredge, General Manager/District Engineer
Karen W. Murphy, General Counsel
J. Leah Castella, Assistant General Counsel

Recommendation

Adopt a Resolution clarifying the deferral of the collection of the FY 2021 increases to sewer services charges for single family and multi-family residences until FY 2022

Previous Board Action

May 11, 2020 Board Meeting - The Board adopted Ordinance No. 31.40, and authorized and directed staff to prepare and bring back a resolution deferring collection of the upcoming fiscal year's rate increases for single family and multi-family residences until FY 2022

May 26, 2020 Board Meeting – The Board adopted Resolution No. 2892 deferring the collection of the upcoming fiscal year's rate increases for single family and multi-family residences until FY 2022.

Background

On May 11, 2020 the Board held a public hearing pursuant to Article XIII(D), Section 6 of the California Constitution and California Government Code Section 53755 to consider proposed

sewer service charge increases. During the presentation on the proposed increases, General Manager Eldredge discussed a proposal for a residential rate deferral program that could alleviate the impact of the proposed rate increases on residential customers given the ongoing COVID-19 health emergency. The Board supported the idea and directed staff to bring back a resolution implementing a deferral program to the next Board meeting.

On May 26, 2020, the Board adopted a resolution deferring next fiscal year's fee increases for all residential customers until the following year. However, the description of the applicable fiscal year in the resolution was unclear. Staff has, therefore, prepared a clarifying resolution to confirm that the residential fee increases for fiscal year 2021 will be deferred until fiscal year 2022.

Attachments: Resolution

Redline indicating changes to prior resolution

RESOLUTION NO. _____

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE UNION SANITARY DISTRICT CLARIFYING THE DEFERRAL OF THE COLLECTION OF RATE INCREASES ADOPTED PURSUANT TO ARTICLE XIII, SECTION 6 OF THE CALIFORNIA CONSTITUTION ON MAY 11, 2020, UNTIL FY 2022 FOR SINGLE FAMILY RESIDENTIAL AND MULTI FAMILY RESIDENTIAL CUSTOMERS

WHEREAS, on or about March 4, 2020, as part of the State of California's response to address the global COVID-19 outbreak, the Governor of the State of California declared a State of Emergency to make additional resources available, formalize emergency actions already underway across multiple state agencies and departments, and help the state prepare for broader spread of COVID-19; and

WHEREAS, the Health Officer of Alameda County issued Declarations of Local Health Emergency on March 1 and 5, and on March 10, 2020, the Board of Supervisors of the County of Alameda adopted a Resolution Ratifying the Declarations of Local Health Emergency; and

WHEREAS, on March 11, 2020, the World Health Organization (WHO) characterized COVID-19 as a global pandemic and the number of cases will tragically continue to increase across the United States and globally; and

WHEREAS, on March 13, 2020, the City of Fremont declared a local emergency, on March 16, 2020, the City of Newark declared a local emergency, and on March 17, 2020, the City of Union City declared a local emergency; and

WHEREAS, on March 16, 2020, the Health Officer of Alameda County adopted an "Order Of The Health Officer Of The County Of Alameda Directing All Individuals Living In The County To Shelter At Their Place Of Residence Except That They May Leave To Provide Or Receive Certain Essential Services Or Engage In Certain Essential Activities And Work For Essential Businesses And Governmental Services; Exempting Individuals Experiencing Homelessness From The Shelter In Place Order But Urging Them To Find Shelter And Government Agencies To Provide It; Directing All Businesses And Governmental Agencies To Cease Non-Essential Operations At Physical Locations In The County; Prohibiting All Non-Essential Gatherings Of Any Number Of Individuals; And Ordering Cessation Of All Non-Essential Travel," and has issued subsequent orders modifying and extending the original shelter in place order; and

WHEREAS, on March 16, 2020, the Governor of the State of California issued Executive Order No. 28-20 encouraging public utilities to implement customer service protections for critical utilities; and

WHEREAS, on March 19, 2020, the Governor of the State of California issued Executive Order N-33-20 mandating that all Californians stay at home or at their place of residence except in order to maintain critical infrastructure sectors; and

WHEREAS, the COVID-19 emergency and Alameda County Shelter-in-Place orders and the State Stay Home Order have resulted in a financial crisis and increasing unemployment in Alameda County and throughout the State of California; and

WHEREAS, on May 11, 2020, the Union Sanitary District conducted a hearing to consider proposed increases to sewer service charges for Fiscal Years 2021-2025; and

WHEREAS, at the May 11, 2020 meeting, the Board also discussed a residential rate deferral program that could alleviate the impact of the proposed rate increases on residential customers by deferring collection of the first year's rate increases; and

WHEREAS, on May 11, 2020, the Union Sanitary District Board of Directors (the "Board") adopted Ordinance No. 31.40 establishing sewer service charges for Fiscal Years 2021-2025; and

WHEREAS, on May 11, 2020, the Board also authorized and directed staff to prepare a resolution approving a fee deferral program that would defer collection of the residential rate increases for Fiscal Year 2021 for single-family residential and multi-family residential until Fiscal Year 2022; and

WHEREAS, Ordinance No. 31.40 increased rates in Fiscal Year 2021 by a fixed amount of \$33.20 for single-family residences and a fixed amount of \$35.26 for multi-family residences; and

WHEREAS, in recognition of the financial crisis caused by the COVID-19 emergency, the Union Sanitary District seeks to temporarily use its reserves to defer collection of the Fiscal Year 2021 rate increases for single family and multi-family residences until Fiscal Year 2022 and adopted a fee deferral policy on May 26, 2020; and

WHEREAS, the District desires to clarify the fiscal years of such adopted fee deferral by adopting this resolution.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Union Sanitary District that:

1. The District will defer the collection of the sewer service charge increase in Fiscal Year 2021 of \$33.20 for single-family residences and \$35.26 for multi-family residences that was adopted in Ordinance No. 31.40 until Fiscal Year 2022.

2. The District will provide written notice of the fee collection deferral to all single-family and multi-family ratepayers in conjunction with the District's annual newsletter / courtesy notice.

3. The District will indicate in its written report on Sewer Service Charges for Collection on Tax Rolls for Fiscal Year 2021 that: (a) the sewer service charge for single family

residences will be \$421.37, which is the same as the sewer service charge for Fiscal Year 2020; and (b) the sewer service charge for multi-family residences will be \$365.32, which is the same as the sewer service charge for Fiscal Year 2020.

4. The District will provide in its written report on Sewer Service Charges for Collection on Tax Rolls for Fiscal Year 2022 that, in addition to the sewer service charge for Fiscal Year 2022 established by Ordinance No. 31.40, the deferred collection of the increase for Fiscal Year 2021 for single family and multi-family residences will be collected.

5. This Resolution amends and restates Resolution No. 2892 in its entirety.

* * * * *

On motion of _____, seconded by _____, the above resolution was introduced and passed by the Board of Directors of Union Sanitary District at a regular meeting of said Board held on the ___ day of _____, 2020, and adopted by the following vote:

Ayes:

Noes:

Absent:

Abstain:

TOM HANDLEY
President, Board of Directors
Union Sanitary District

ATTEST:

ANJALI LATHI
Secretary, Board of Directors
Union Sanitary District

RESOLUTION NO. _____

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE UNION SANITARY DISTRICT CLARIFYING
THE DEFERRING-DEFERRAL OF THE COLLECTION OF RATE INCREASES ADOPTED PURSUANT TO
ARTICLE XIID, SECTION 6 OF THE CALIFORNIA CONSTITUTION ON MAY 11, 2020, UNTIL FY
2022-~~2023~~ FOR SINGLE FAMILY RESIDENTIAL AND MULTI FAMILY RESIDENTIAL CUSTOMERS**

WHEREAS, on or about March 4, 2020, as part of the State of California's response to address the global COVID-19 outbreak, the Governor of the State of California declared a State of Emergency to make additional resources available, formalize emergency actions already underway across multiple state agencies and departments, and help the state prepare for broader spread of COVID-19; and

WHEREAS, the Health Officer of Alameda County issued Declarations of Local Health Emergency on March 1 and 5, and on March 10, 2020, the Board of Supervisors of the County of Alameda adopted a Resolution Ratifying the Declarations of Local Health Emergency; and

WHEREAS, on March 11, 2020, the World Health Organization (WHO) characterized COVID-19 as a global pandemic and the number of cases will tragically continue to increase across the United States and globally; and

WHEREAS, on March 13, 2020, the City of Fremont declared a local emergency, on March 16, 2020, the City of Newark declared a local emergency, and on March 17, 2020, the City of Union City declared a local emergency; and

WHEREAS, on March 16, 2020, the Health Officer of Alameda County adopted an "Order Of The Health Officer Of The County Of Alameda Directing All Individuals Living In The County To Shelter At Their Place Of Residence Except That They May Leave To Provide Or Receive Certain Essential Services Or Engage In Certain Essential Activities And Work For Essential Businesses And Governmental Services; Exempting Individuals Experiencing Homelessness From The Shelter In Place Order But Urging Them To Find Shelter And Government Agencies To Provide It; Directing All Businesses And Governmental Agencies To Cease Non-Essential Operations At Physical Locations In The County; Prohibiting All Non-Essential Gatherings Of Any Number Of Individuals; And Ordering Cessation Of All Non-Essential Travel," and has issued subsequent orders modifying and extending the original shelter in place order; and

WHEREAS, on March 16, 2020, the Governor of the State of California issued Executive Order No. 28-20 encouraging public utilities to implement customer service protections for critical utilities; and

WHEREAS, on March 19, 2020, the Governor of the State of California issued Executive Order N-33-20 mandating that all Californians stay at home or at their place of residence except in order to maintain critical infrastructure sectors; and

WHEREAS, the COVID-19 emergency and Alameda County Shelter-in-Place orders and the State Stay Home Order have resulted in a financial crisis and increasing unemployment in Alameda County and throughout the State of California; and

WHEREAS, on May 11, 2020, the Union Sanitary District conducted a hearing to consider proposed increases to sewer service charges for Fiscal Years 2021-2025; and

WHEREAS, at the May 11, 2020 meeting, the Board also discussed a residential rate deferral program that could alleviate the impact of the proposed rate increases on residential customers by deferring collection of the first year's rate increases; and

WHEREAS, on May 11, 2020, the Union Sanitary District Board of Directors (the "Board") adopted Ordinance No. 31.40 establishing sewer service charges for Fiscal Years 2021-2025; and

WHEREAS, on May 11, 2020, the Board also authorized and directed staff to prepare a resolution approving a fee deferral program that would defer collection of the residential rate increases for Fiscal Year 2021-~~2022~~ for single-family residential and multi-family residential until Fiscal Year 2022-~~2023~~; and

WHEREAS, Ordinance No. 31.40 increased rates in Fiscal Year 2021-~~2022~~ by a fixed amount of \$33.20 for single-family residences and a fixed amount of \$35.26 for multi-family residences; and

WHEREAS, in recognition of the financial crisis caused by the COVID-19 emergency, the Union Sanitary District seeks to temporarily use its reserves to defer collection of the Fiscal Year 2021-~~2022~~ rate increases for single family and multi-family residences until Fiscal Year 2022-~~2023~~ and adopted a fee deferral policy on May 26, 2020; and

WHEREAS, the District desires to clarify the fiscal years of such adopted fee deferral by adopting this resolution.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Union Sanitary District that:

1. The District will defer the collection of the sewer service charge increase in Fiscal Year 2021-~~2022~~ of \$33.20 for single-family residences and \$35.26 for multi-family residences that was adopted in Ordinance No. 31.40 until Fiscal Year 2022-~~2023~~.

2. The District will provide written notice of the fee collection deferral to all single-family and multi-family ratepayers in conjunction with the District's annual newsletter / courtesy notice.

3. The District will indicate in its written report on Sewer Service Charges for Collection on Tax Rolls for Fiscal Year 2021-~~2022~~ that: (a) the sewer service charge for single

family residences will be \$421.37, which is the same as the sewer service charge for Fiscal Year 2020; and (b) the sewer service charge for multi-family residences will be \$365.32, which is the same as the sewer service charge for Fiscal Year 2020.

4. The District will provide in its written report on Sewer Service Charges for Collection on Tax Rolls for Fiscal Year 2022-~~2023~~ that, in addition to the sewer service charge for Fiscal Year 2022-~~2023~~ established by Ordinance No. 31.40, the deferred collection of the increase for Fiscal Year 2021-~~2022~~ for single family and multi-family residences will be collected.

5. This Resolution amends and restates Resolution No. 2892 in its entirety.

* * * * *

On motion of _____, seconded by _____, the above resolution was introduced and passed by the Board of Directors of Union Sanitary District at a regular meeting of said Board held on the ___ day of _____, 2020, and adopted by the following vote:

Ayes:

Noes:

Absent:

Abstain:

TOM HANDLEY
President, Board of Directors
Union Sanitary District

ATTEST:

ANJALI LATHI
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 8, 2020
BOARD OF DIRECTORS MEETING
AGENDA ITEM #10**

TITLE: **Receive Potential Content Topics for the District’s Autumn 2020 Newsletter**
(This is a Direction Item)

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

Recommendation

Staff recommends the Board review and provide direction as necessary on content topics for the District’s Autumn 2020 Newsletter.

Background

The Board provided direction at a previous meeting that the District would use a new layout and design for its newsletter beginning in Autumn 2017. The layout consists of 11 x 17, 80-pound cover-weight paper, folded down to 8.5 x 11, individually addressed, and delivered as a flat with no tabs. Additionally, the newsletter will be utilized to include the District’s courtesy annual rate notice.

As a cost-savings measure, the Board also agreed to enter into a multi-year contract for printing services, using the new layout as its consistent design. The contract was for three years with the option to renew for two additional years. The Autumn 2019 newsletter was the third year of the contract, which has now been extended an additional year.

Staff would like to provide a preliminary list of possible topics as “food for thought” and discussion for the next edition. A draft can be considered prior to submission to the printer.

Following is a list of potential content for the Autumn 2020 newsletter:

Page One: FY 21 – 25 Rate information – Process and outcome of Public Hearing, including deferral program

Interior Pages: ETSU Program update
Digester 7 Project update
Annual Rate Notification with FY 21 deferral information
Budget in Brief
USD’s Spill record
COVID-19 in wastewater – USD monitoring as studies and research progress
USD’s operations during COVID (Still here 24/7, no shutdowns, staff working staggered shifts, etc.)
Residential Lateral information; Homeowner responsibility, do’s and don’ts tips; note informational video on USD website
Environmental tips: Brief pollution prevention messages (FOG, Wipes, Meds, etc.)
Like us on Facebook; follow us @usdtweets
“What it takes to treat wastewater every day,” including brief descriptions of amounts used or produced daily and their functions – any or all items, depending on space available:

- Amounts of chlorine bleach, ferrous chloride, polymer used daily
- The amount of air used in the treatment process
- Biogas produced
- Power used (percent self-produced)
- Amount of solar energy produced
- Water used (percent recycled)
- The number of person hours per day required to operate the District
- Lbs. of solids removed
- Miles of pipeline inspected and cleaned
- Miles of pipeline transporting wastewater to plant

Staff recommends the Board discuss and provide feedback regarding potential newsletter content topics.



Directors
Manny Fernandez
Tom Handley
Pat Kite
Anjali Lathi
Jennifer Toy

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

Karen W. Murphy
Attorney

**JUNE 8, 2020
BOARD OF DIRECTORS MEETING
AGENDA ITEM # 11**

TITLE: **Status of Priority 1 Capital Improvement Program Projects (*This is an Information Item*)**

SUBMITTED: Paul R. Eldredge, General Manager/District Engineer
 Sami E. Ghossain, Technical Services Work Group Manager

Recommendation

Information only.

Previous Board Action

None.

Background

In June 2019, the Board approved the Capital Improvement Program (CIP) budget for FY20 in the amount of \$19.73 million for the design and construction of 24 CIP projects.

These 24 projects are ranked as Priority 1, 2, or 3 projects based on criteria prepared by staff and approved by the Executive Team. A copy of the criteria used to prioritize the projects is attached for your reference.

The status of the Priority 1 CIP projects is reviewed by the Executive Team at the end of each quarter and a copy of the status report is attached for the Board's review. For FY20, 11 projects are ranked as Priority 1 projects and the remaining 13 are ranked as Priority 2 or Priority 3 projects.

Agenda Item No. 11
Meeting of June 8, 2020
Page 2

Also attached is a tabular summary of the number and nature of the ongoing CIP projects at the District during FY20.

PRE/SEG:mb

Attachments: Priority 1 CIP Projects for FY20 - Status Report
Summary of CIP Projects for FY20
Priority 1 CIP Project Criteria
Priority 2 & 3 CIP Project Criteria

Priority 1 CIP Projects for FY 20 – Status Report

	CIP Project	Planned Milestones	Status after 1st Quarter	Status after 2nd Quarter	Status after 3rd Quarter	Status after 4th Quarter
1	Campus Buildings (Admin, FMC, Ops)	a) Execute Agreement and Task order for architectural services by February 2020. b) Complete architectural programming by July 2020.	Preparation of the Request for Proposal for architectural consultant services has begun.	Proposals for architectural consultant services received. Finalist interviews scheduled for January.	Campus Programming and Design Task Order executed March 2020.	
2	Central Avenue Sanitary Sewer Relocation	Complete the design 6 months after the City of Newark makes a determination on whether the sewer relocation design and construction can be done as part of the bridge design and construction.	Awaiting the City's response and their consultant's fee proposal for including sewer relocation in their bridge design.	Awaiting the City's response and their consultant's fee proposal for including sewer relocation in their bridge design.	Awaiting the City's response and their consultant's fee proposal for including sewer relocation in their bridge design.	
3	Cherry St. PS	Complete the predesign 6 months after the execution of a Funding or Pump Station Upgrade/Relocation Agreement with the Sanctuary West developer.	Capacity update evaluation was completed. Conditions of approval were provided to City of Newark.	USD Conditions of Approval have been submitted to the City for incorporation into the tentative map requirements.	Completed condition assessment of the pump station to identify deficiencies that need to be addressed.	
4	Digester No. 2 Insp and Rehab	a) Complete design by October 2019. b) Advertise for bid by November 2019.	90 percent design submittal received.	Construction contract was awarded on December 9 th .	Contractor completed condition assessment of underground sludge pipelines and began removal of existing foam from the digester dome.	
5	Digester 7	Award construction contract by November 2019.	Project advertised for bidding on September 10 th . Bid opening is scheduled for October 29 th .	Authority to Construct was received from the BAAQMD on December 11 th . Award is scheduled for January 13 th .	Construction contract was awarded on January 13 th . Notice to Proceed was issued on February 10 th . Contractor began installation of shoring and dewatering system.	

Priority 1 CIP Projects for FY 20 – Status Report

6	Force Main corrosion Repairs – Phase 3	Award construction contract by June 2020. This milestone is dependent on the construction of the Force Main Relocation - Phase 2 Project.	Project on hold pending the completion of the Force Main Relocation – Phase 2 Project.	Project on hold pending the completion of the Force Main Relocation – Phase 2 Project.	Project on hold pending the completion of the Force Main Relocation – Phase 2 Project.	
7	Headworks Screens Replacement	Award construction contract by October 2019.	Construction contract was awarded on September 23 rd .	Notice to Proceed was issued on October 11 th . Partnering and preconstruction meetings were held.	Mechanical screens submittal was approved. New screens are scheduled for delivery in May/June.	
8	MP – Aeration Basin Modifications	Execute Agreement and Task order for design services by January 2020.	Request for Proposal for design services was issued on September 30 th .	Consultant selection completed and negotiations for design task order have commenced.	Project Design Task Order executed January 2020. Design Evaluation Phase Commenced.	
9	Standby Power Generation System Upgrade	Award of Engine-Generator Equipment Preselection by June 2020.	Re-evaluation of the basis of design to confirm the size and quantity of generators has begun.	Confirmed the system design with three 2.5 MW generators. SRF application to the SWRCB submitted.	Preparation of the generator equipment preselection bid package and the final design work continued.	
10	WAS Thickeners	Complete 50% design by June 2020.	Pilot test of rotating drum thickener completed; data was compiled.	Evaluation of the thickener technology continued. Total solids meter to be piloted.	Gravity belt thickener technology selected. Began negotiations of the final design task order.	
11	Wet Weather Flow Management	a) Install a 6,000-gallon calcium thiosulfate tank by January 2020. b) Identify project scope and budget by January 2020.	Calcium Thiosulfate Chemical Tank Project was advertised for construction in September.	Notice to Proceed issued on November 4 th . Contractor completed concrete pad placement.	Phase 1 project was accepted on Feb 10 th . Design of Phase 2 to install new chemical metering pumps and instrumentation commenced.	

SUMMARY OF CIP PROJECTS FOR FY20

Type of Project	Number of Projects	Names of Projects
Administrative Facilities	Two	<ol style="list-style-type: none"> 1. Campus Buildings (Admin, FMC, Ops) 2. Plant Paving
Collection System	Two	<ol style="list-style-type: none"> 1. Central Avenue Sanitary Sewer Relocation 2. Gravity Sewer Rehab/Replacement
Transport System	Five	<ol style="list-style-type: none"> 1. Cathodic Protection Improvements – Transport 2. Cherry St. PS 3. Force Main Corrosion Repairs – Phase 3 4. Newark and Irvington PS Chemical System Improvements 5. Wet Weather Flow Management
Treatment System	Fifteen	<ol style="list-style-type: none"> 1. Aeration Blower 11 and East Blower Bldg. Improvements 2. Alvarado Influent PS Improvements – Phase 1 3. Alvarado Influent Valve Box Gate Valves 1-2 4. Cathodic Protection Improvements - Plant 5. Centrifuge Building Improvements 6. Contact Tank Improvements 7. Digester No. 2 Inspection and Rehab 8. Digester No. 7 9. Emergency Outfall Outlet Improvements 10. Headworks Screens Replacement 11. MP - Aeration Basin Modifications 12. Plant Grating Replacement 13. Primary Clarifier Rehab (5-6)

Treatment System (continued)		14. Standby Power Generation System Upgrade 15. WAS Thickeners
-------------------------------------	--	---

Total:

24

PRIORITY 1 CIP PROJECT CRITERIA

Priority 1 Projects:

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

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

PRIORITY 2 & 3 CIP PROJECT CRITERIA

Priority 2 Projects

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

Priority 3 Projects

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



Directors
Manny Fernandez
Tom Handley
Pat Kite
Anjali Lathi
Jennifer Toy

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

Karen W. Murphy
Attorney

**JUNE 8, 2020
BOARD OF DIRECTORS MEETING
AGENDA ITEM # 12**

TITLE: **Third Quarterly Report on the Capital Improvement Program for FY20**
(This is an Information Item)

SUBMITTED: Paul R. Eldredge, General Manager/District Engineer
Sami E. Ghossain, Technical Services Work Group Manager

Recommendation

Information only.

Previous Board Action

None.

Background

In June 2019, the Board approved the Capital Improvement Program (CIP) budget for FY20 in the amount of \$19.73 million for the design and construction of 24 CIP projects. The third quarter expenditures for FY20 are shown on the attached budget projection graphs. These graphs depict actual expenditures versus approved budget for the Capacity Fund 900, the Renewal and Replacement Fund 800 as well as for both funds, combined.

The total CIP expenditures up to March 31, 2020, were under the projections for the third quarter by approximately \$5,561,000. The main projects that had significant variances from the projected expenditures are listed in the table below.

Project	Approximate Variance at the end of 3rd Quarter (x \$1000)	Comments
Alvarado Influent PS Imp-Phase 1	-1,900	Project design was delayed due to scope development and prioritization.
Digester No. 2 Insp & Rehab	-250	Project design was delayed due to increased scope.
Digester No. 7	-1,600	Construction contract award was delayed due to re-bidding and Air Permit processes.
Gravity Sewer Rehab/Replace	-150	Project design was delayed due to field condition verification.
Headworks Screens Replacement	-800	Project design was delayed due to increased scope.
MP - Aeration Basin Mods	-650	Project design was delayed due to ETSU program management and design contract planning.
WAS Thickeners Improvements	-211	Project design was delayed due to piloting of a technology alternative.
Total Variance for the 3rd Qtr.	-5,561	

In addition to the seven (7) projects listed above, the following high-priority projects were either in design or in construction during FY20:

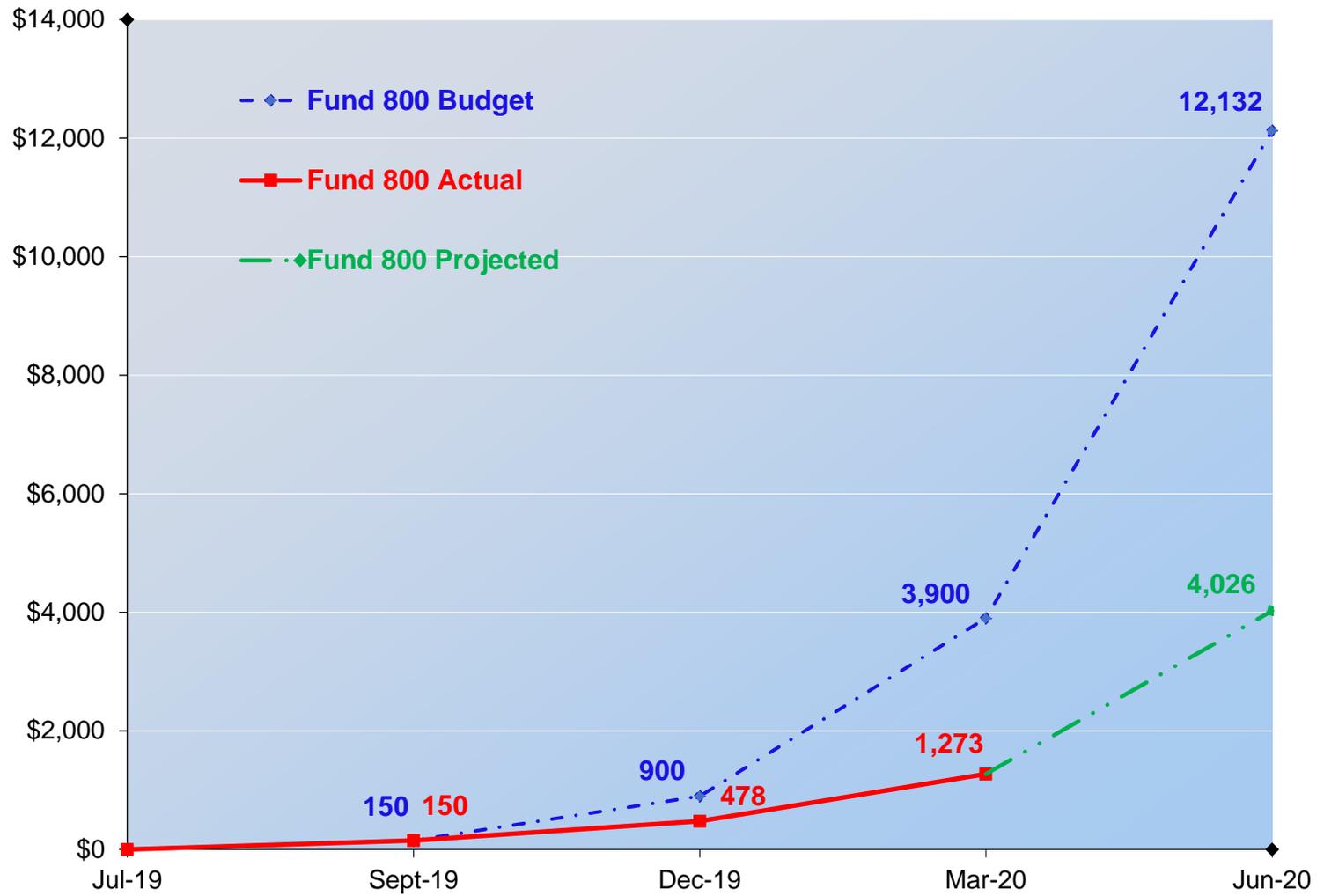
1. Campus Building
2. Central Avenue Sanitary Sewer Relocation
3. Cherry St. PS Improvements
4. Force Main Corrosion Repairs – Phase 3
5. Standby Power Generation System Upgrade
6. Wet Weather Flow Management

Also, there are eleven (11) other smaller projects that were either in design or in construction during FY20.

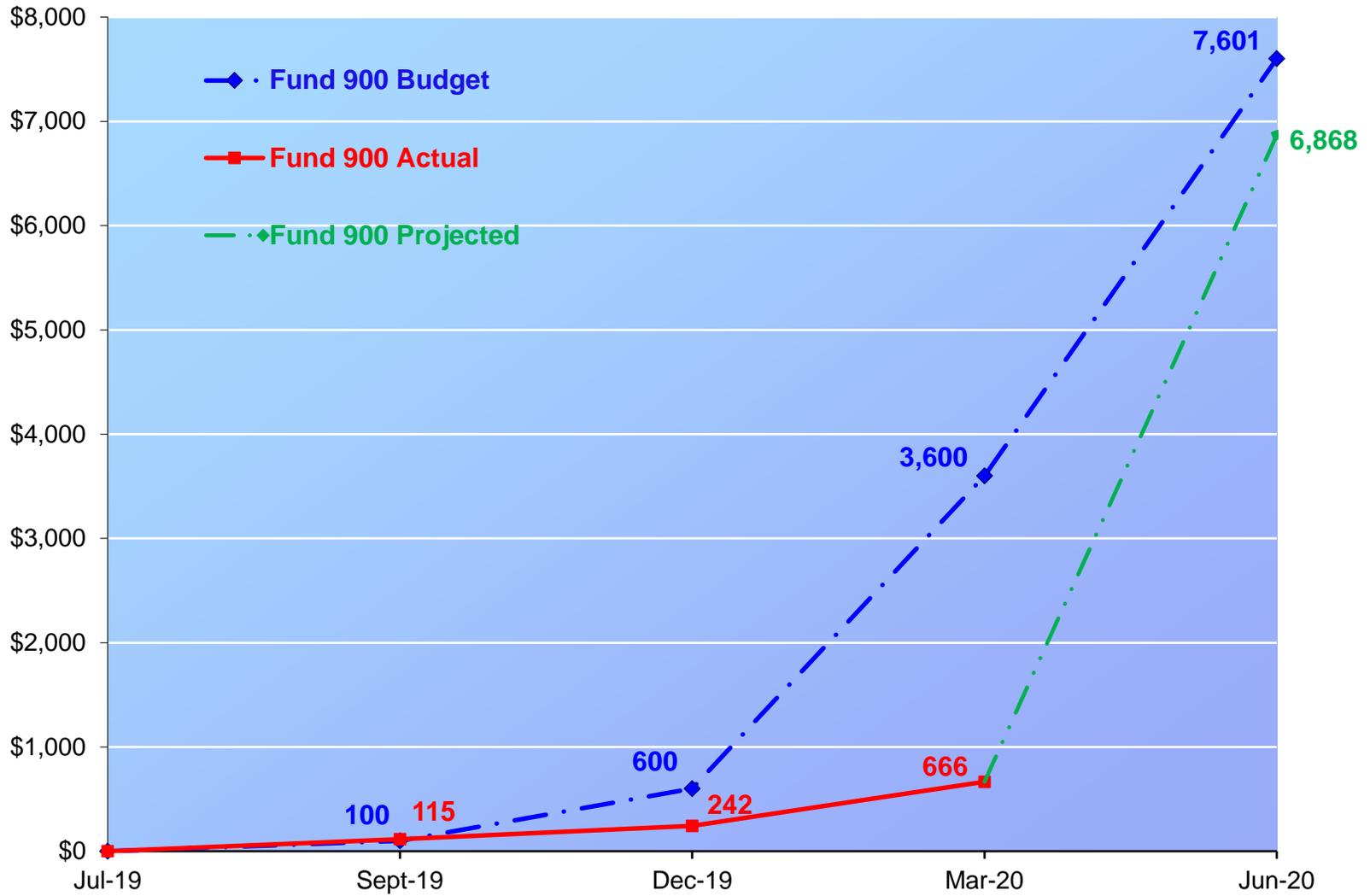
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Attachment: Budget Graphs

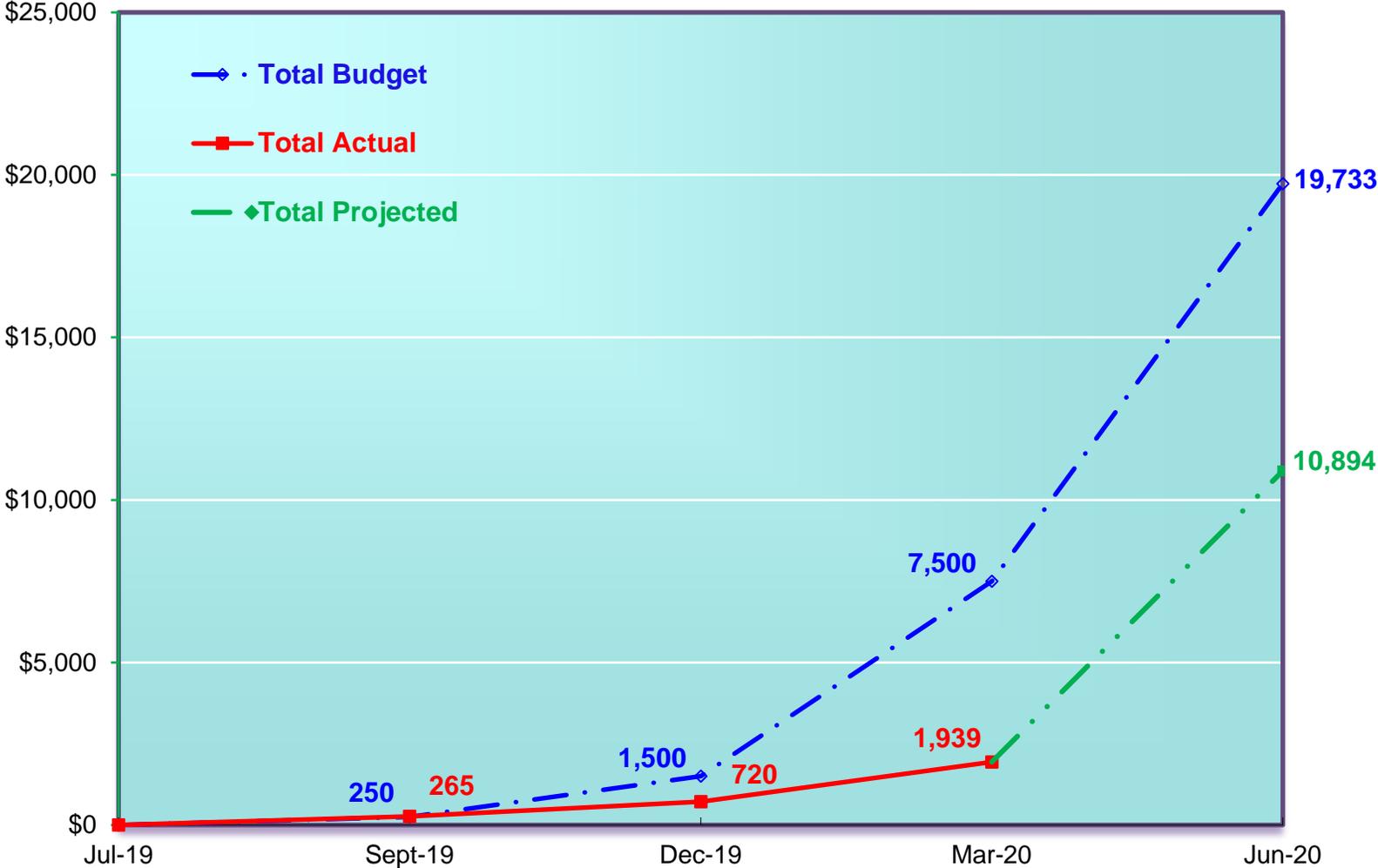
Structural R&R



Capacity



Total Cumulative





**Summary of the EBDA Commission Meeting
Thursday, May 21, 2020, at 9:30 a.m.**

- Commissioners Cutter, Handley, Johnson, Lamnin, and Walters were present. This meeting was conducted telephonically and the dial-in information for the meeting was provided in the agenda.
- Commissioner Walters moved to approve the Commission Meeting Minutes of April 16, 2020, List of Disbursements for April 2020, the April 2020 Treasurer's Report, and the Third Quarter Expense Summary for FY 2019/2020. The motion was seconded by Commissioner Johnson and carried 5-0.
- The Commission unanimously approved the reports from the Managers Advisory, Financial Management, Operations & Maintenance and Personnel Committees. The following items were discussed:
- **General Managers Report** - The General Manager (GM) requested feedback on continuing use of colored paper for hard-copy agenda packets. The Commissioners concurred that white paper is fine for future packets. The GM reported that an agreement transferring ownership of the San Leandro Effluent Pump Station and associated pipeline segment to the City of San Leandro is being drafted, and that the Authority will be ready for all changes included in the Amended and Restated JPA to take effect on July 1, 2020. The GM reported back on a question from last month, noting that the Authority's attorneys had drafted a memo concluding that Prop 218 does not apply to the Authority's brine project opportunity. Lastly, the GM provided an update on the HASPA Shoreline Master Plan; the GM will send information from HASPA's website summarizing the status of the project.
- **Managers Advisory Committee (MAC)** met on May 14, 2020. The GM deferred the items discussed with the MAC. See Financial Management Committee summary.
- **Financial Management Committee** met on May 18, 2020. The Committee reviewed the List of Disbursements and Treasurer's Report for April, and Third Quarter Expense Summary and recommended approval. The GM reported that EBDA is currently under budget for the year. The GM summarized informational items included in the agenda including the 2019 State Controller Report, adoption of Wells Fargo's fraud prevention services for the Authority's bank accounts, and an annual review of the Authority's Internal Controls & Fraud Prevention and Reporting Policies. The Committee concurs with staff's recommendation not to amend these policies.

The Brine Policy was discussed with the MAC and the Finance Committee. The item will continue to be reviewed by the MAC to further discuss appropriate allocations of potential brine revenue and brought back to the Committee for review. The Committee and the MAC also reviewed the status of the LAVWMA negotiation; the Committee and MAC recommend an additional six-month extension with a 30% premium added after three months to LAVWMA's operations & maintenance fees.

- **Operations and Maintenance (O&M) Committee** – The Operations and Maintenance Committee met on May 19, 2020 and discussed the status of the EBDA facilities. The O&M Manager reviewed NPDES Compliance for March and preliminary data for April and provided an update on current projects. At AEPS, the center pole portion of the Pump No. 2 VFD transformer failed, and EBDA is in the process of obtaining quotes to replace the part. At HEPS, the MCC building stairs and the generator platform were installed. The only remaining item for the HEPS MCC Project is staff training, which will be implemented as the Shelter-in-Place mandate evolves.

At OLEPS, the new speed switch for the generator was installed on May 7, 2020, as were the new breaker and MCC bucket completing the backup power connection to OLSD. New paving was done around the captor tank at EBDA’s dechlorination system at OLSD to improve safety and new windows were installed at the EBDA Operations Center.

The GM gave an update on current COVID-19 safety practices for Authority staff, as well as EBDA’s potential involvement in conducting influent testing for the SARS-CoV-2 virus in wastewater. Virus levels in influent could be useful in understanding and predicting community outbreaks of COVID-19. Research and efforts to scale up this practice, known as wastewater-based epidemiology, are underway.

The O&M Manager reviewed the reports in the agenda from the May 6th bypass and May 12th recycled water leak incidents at OLEPS and the Skywest pipeline, respectively. EBDA thanked staff at Hayward and USD for their quick response in reducing their flow, and to OLSD’s operator for their help in responding to the incident on May 6th. EBDA staff and member agencies are looking into improvements that would reduce the potential for future incidents. The O&M manager also thanked staff from across OLSD’s departments for their rapid and thorough response to the May 12th incident.

Finally, the O&M Manager reviewed the draft Renewal & Replacement Fund Project List for FY 2020/2021, which the Committee recommends for approval.

- **Personnel Committee** met on May 19, 2020 and discussed the agenized items. The GM reviewed the Committee Preference Form for the Commission and asked for input on the draft Rules of the Commission which will be brought back to the Commission for approval via Resolution. The Committee and Commission recommended continuation of Item No. 24 pending further discussion on Cost of Living Adjustments.
- **Fiscal Year 2020/2021 Commission Chair Rotation**

Chair Cutter moved to approve the rotation of the Commission Chair for Fiscal Year 2020/2021. The motion was seconded by Commissioner Johnson and carried unanimously, 5-0 by roll call vote.

Ayes: Commissioners Lamnin, Walters, Handley, Johnson, Chair Cutter.
Noes: None
Absent: None
Abstain: None

- **Resolution Adopting the East Bay Dischargers Authority's Fiscal Year 2020/2021 Budget and Appointing the General Manager to the Position of Treasurer.**

Commissioner Lamnin moved to approve the Resolution adopting EBDA's Fiscal Year 2020/2021 Budget and appointing the GM as Treasurer with the modification that the Special Studies line item for LIMS be moved to the O&M budget. The motion was seconded by Commissioner Johnson and carried unanimously, 5-0 by roll call vote.

Ayes: Commissioners Lamnin, Walters, Handley, Johnson, Chair Cutter.
Noes: None
Absent: None
Abstain: None

- **Resolution Approving an Increase to the Annual Contribution to the Renewal and Replacement Fund for Fiscal Year 2020/2021 to the Amount of \$750,000.**

Commissioner Walters moved to adopt the Resolution increasing the annual contribution to the Renewal and Replacement Fund to \$750,000. The motion was seconded by Chair Cutter and carried unanimously, 5-0 by roll call vote.

Ayes: Commissioners Lamnin, Walters, Handley, Johnson, Chair Cutter.
Noes: None
Absent: None
Abstain: None

- **Resolution Authorizing the General Manager to Suspend Recycled Water Charges to Hayward Area Recreation and Park District (HARD) for Skywest Golf Course for May and June 2020.**

Commissioner Handley moved to adopt the Resolution authorizing the GM to suspend charges to HARD for Skywest Golf Course for May and June 2020. The motion was seconded by Commissioner Walters and carried unanimously, 5-0 by roll call vote.

Ayes: Commissioners Lamnin, Walters, Handley, Johnson, Chair Cutter.
Noes: None
Absent: None
Abstain: None

- **Resolution Establishing the Price of Recycled Water for Skywest Gold Course in Fiscal Year 2020/2021.**

Commissioner Johnson moved to adopt the Resolution establishing the price of recycled water for Skywest Golf Course in FY 2020/2021. The motion was seconded by Commissioner Lamnin and carried unanimously, 5-0 by roll call vote.

Ayes: Commissioners Lamnin, Walters, Handley, Johnson, Chair Cutter.
Noes: None
Absent: None
Abstain: None

- **Resolution Approving Revisions to the Authority’s Investment Policy.**

Commissioner Walters moved to adopt the Resolution approving revisions to the investment policy. The motion was seconded by Commissioner Handley and carried unanimously, 5-0 by roll call vote.

Ayes: Commissioners Lamnin, Walters, Handley, Johnson, Chair Cutter.
Noes: None
Absent: None
Abstain: None

- **Resolution Authorizing the General Manager to Issue a Credit to the City of San Leandro for Capital Reimbursements in the Amount of \$114,227.**

Commissioner Walters moved to adopt the Resolution authorizing the GM to issue a credit to the City of San Leandro for capital reimbursements in the amount of \$114,227. The motion was seconded by Commissioner Johnson and carried unanimously, 5-0 by roll call vote.

Ayes: Commissioners Lamnin, Walters, Handley, Johnson, Chair Cutter.
Noes: None
Absent: None
Abstain: None

- **Resolution Authorizing the General Manager to Issue a Purchase Order to Miller Pipeline for Flexible Internal Force Main Seals in the Amount of \$32,645.**

Commissioner Johnson moved to adopt the Resolution authorizing the GM to issue a purchase order to Miller Pipeline in the amount of \$32,645. The motion was seconded by Chair Cutter and carried unanimously, 5-0 by roll call vote.

Ayes: Commissioners Lamnin, Walters, Handley, Johnson, Chair Cutter.
Noes: None
Absent: None
Abstain: None

- **Resolution Adopting the Amended Fiscal Year 2019/2020 Compensation Plan.**

Commissioner Lamnin moved to adopt the Resolution amending the Fiscal Year 2019/2020 Compensation Plan. The motion was seconded by Commission Handley and carried unanimously, 5-0 by roll call vote.

Ayes: Commissioners Lamnin, Walters, Handley, Johnson, Chair Cutter.
Noes: None
Absent: None
Abstain: None

- **Resolution Adopting the Fiscal Year 2020/2021 Compensation Plan.**

Item continued until June Commission meeting.

- **Items from Commission and Staff** - Chair Cutter thanked the Commissioners for their flexibility in moving the meeting and Commissioner Walters commended the GM for her attention to potential ways EBDA may be able to help track and/or moderate the current COVID-19 pandemic via wastewater testing.



Directors
Manny Fernandez
Tom Handley
Pat Kite
Anjali Lathi
Jennifer Toy

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

Karen W. Murphy
Attorney

**JUNE 8, 2020
BOARD OF DIRECTORS MEETING
AGENDA ITEM # 14**

TITLE: COVID-19 Update *(This is an Information Item)*

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

Recommendation

Information only.

Previous Board Action

None.

Background

General Manager Eldredge will provide an update on the District's COVID-19 response and staffing levels.

**UNION SANITARY DISTRICT
CHECK REGISTER
05/16/2020-05/29/2020**

Check No.	Date	Dept	Invoice No.	Vendor	Description	Invoice Amt	Check Am
174618	5/28/2020	144	244785	FRANK A OLSEN COMPANY	3 42-INCH KNIFE GATE VALVES	\$296,321.73	\$296,321.73
174610	5/28/2020	143	186812	CAROLLO ENGINEERS	PRIMARY DIGESTER NO. 7	\$77,705.45	\$105,822.58
	5/28/2020	143	186855		PROJECT SPECIFICATION UPDATE PROJECT	\$28,117.13	
174586	5/21/2020	110	14519	SYNAGRO WEST LLC	APRIL 2020 BIOSOLIDS DISPOSAL	\$75,806.04	\$75,806.04
174635	5/28/2020	110	170120200507	PACIFIC GAS AND ELECTRIC	SERV TO 04/21/2020 PLANT	\$67,381.06	\$67,437.04
	5/28/2020	110	892820200507		SERV TO 04/30/20 HAYWARD MARSH	\$55.98	
174644	5/28/2020	143	220106	TANNER PACIFIC INC	PRIMARY DIGESTER NO. 2 REHABILITATION	\$14,220.00	\$66,822.50
	5/28/2020	143	220105		ALVARADO INFLUENT PS PUMPS AND VFDS	\$52,602.50	
174637	5/28/2020	110	1453411	POLYDYNE INC	45,880 LBS CLARIFLOC C-6267	\$51,073.35	\$56,773.81
	5/28/2020	110	1453669		41,820 LBS CLARIFLOC WE-539	\$5,700.46	
174538	5/21/2020	143	2000352748	AECOM TECHNICAL SERVICES INC	CENTRIFUGE BUILDING IMPROVEMENTS	\$46,905.97	\$46,905.97
174580	5/21/2020	170	2000018	PSC INDUSTRIAL OUTSOURCING LP	SULFA MEDIA REPLACEMENT	\$35,688.70	\$35,688.70
174567	5/21/2020	143	6600101	LEE & RO INC	CALCIUM THIOSULFATE CHEMICAL TANK	\$25,383.16	\$25,383.16
174536	5/20/2020		533620200422	US BANK CORP PAYMENT SYSTEM	MONTHLY CAL-CARD REPORT - APR 2020	\$21,359.61	\$21,359.61

**UNION SANITARY DISTRICT
CHECK REGISTER
05/16/2020-05/29/2020**

Check No.	Date	Dept	Invoice No.	Vendor	Description	Invoice Amt	Check Am
174645	5/28/2020	110	48576205	UNIVAR SOLUTIONS USA INC	4898.4 GALS SODIUM HYPOCHLORITE	\$3,538.49	\$21,161.18
	5/28/2020	110	48581942		4795.7 GALS SODIUM HYPOCHLORITE	\$3,464.30	
	5/28/2020	110	48576204		4901.6 GALS SODIUM HYPOCHLORITE	\$3,540.81	
	5/28/2020	110	48577461		4900 GALS SODIUM HYPOCHLORITE	\$3,539.65	
	5/28/2020	110	48577462		4800.3 GALS SODIUM HYPOCHLORITE	\$3,467.63	
	5/28/2020	110	48576203		4997.8 GALS SODIUM HYPOCHLORITE	\$3,610.30	
174607	5/28/2020	150	253906	BURKE, WILLIAMS & SORENSON LLP	GENERAL LEGAL - MAR 2020	\$20,477.60	\$20,477.60
174640	5/28/2020	170	2000058	PSC INDUSTRIAL OUTSOURCING LP	CARBON MEDIA REPLACEMENT	\$18,600.03	\$18,600.03
174648	5/28/2020	121	45538	WECO INDUSTRIES LLC	240 GAL SANAFOAM VAPOROOTER	\$17,416.52	\$17,856.81
	5/28/2020	121	45604		ASTD TRUCK PARTS	\$440.29	
174624	5/28/2020	130	9717158	HF&H CONSULTANTS, LLC	FINANCIAL MODEL CONSULTING	\$1,540.00	\$14,343.75
	5/28/2020	130	9717076		FINANCIAL MODEL CONSULTING	\$12,803.75	
174557	5/21/2020	173	314109	CITY OF FREMONT	SACGISA	\$10,993.06	\$10,993.06
174595	5/21/2020	143	175915	WOODARD & CURRAN INC	HEADWORKS SCREENS REPLACEMENT	\$10,199.79	\$10,199.79
174537	5/21/2020		69172	3T EQUIPMENT COMPANY INC	17 PIPE PATCH KITS WINTER	\$9,946.65	\$9,946.65
174633	5/28/2020	170	105120	MUNIQUIP, LLC	1 IPS PUMP REBUILD KIT	\$9,027.80	\$9,027.80
174614	5/28/2020	110	1418390	DEPARTMENT OF GENERAL SERVICES	SERV: MAR 2020 PLANT	\$8,711.87	\$8,711.87
174591	5/21/2020	110	48568570	UNIVAR SOLUTIONS USA INC	4900 GALS SODIUM HYPOCHLORITE	\$3,539.65	\$7,095.91
	5/21/2020	110	48568571		4923 GALS SODIUM HYPOCHLORITE	\$3,556.26	

**UNION SANITARY DISTRICT
CHECK REGISTER
05/16/2020-05/29/2020**

Check No.	Date	Dept	Invoice No.	Vendor	Description	Invoice Amt	Check Am
174564	5/21/2020	110	9017671566	KEMIRA WATER SOLUTIONS INC	47,720 LBS FERROUS CHLORIDE	\$6,805.00	\$6,805.00
174596	5/21/2020	143	4968	WORKSMART AUTOMATION INC	STANDBY POWER SYSTEM UPGRADE	\$6,525.00	\$6,525.00
174606	5/28/2020	110	15068490	BLAISDELL'S	8 OFFICE CHAIRS	\$6,008.34	\$6,008.34
174593	5/21/2020	143	19335	V&A CONSULTING ENGINEERS	CATHODIC PROTECTION IMPROVEMENTS	\$5,884.39	\$5,884.39
174599	5/28/2020	170	2000355394	AECOM TECHNICAL SERVICES INC	HAZMAT CONSULTING SERVICES	\$5,769.96	\$5,769.96
174639	5/28/2020	170	22352	PRIME MECHANICAL SERVICE INC	MONTHLY MAINTENANCE - APR 20	\$915.00	\$5,642.03
	5/28/2020	122	22258		SERVICE CALL: INSTALL FILTERS	\$4,727.03	
174651	5/28/2020	143	176085	WOODARD & CURRAN INC	NEWARK BASIN MASTER PLAN/PACP UPDATE	\$1,270.00	\$5,418.50
	5/28/2020	143	176186		IRVINGTON BASIN MASTER PLAN UPDATE	\$4,148.50	
174587	5/21/2020	122	3005225269	THYSSENKRUPP ELEVATOR CORP	GOLD - FULL MAINTENANCE MAY 2020-APRIL 2021	\$4,733.75	\$4,733.75
174623	5/28/2020	143	1200265931	HDR ENGINEERING INC	COGENERATION FEASIBILITY STUDY	\$4,533.77	\$4,533.77
174579	5/21/2020	130	32016565	PFM ASSET MANAGEMENT LLC	INVESTMENT MANAGEMENT / ADVISORY SERVICES	\$4,227.05	\$4,227.05
174626	5/28/2020	173	90807398	IVANTI INC	MANAGEMENT SOFTWARE UPDATES 6/28/2020 - 6/27/2021	\$2,147.00	\$4,218.50
	5/28/2020	173	90807302		RENEW UPDATES MANAGEMENT SOFTWARE	\$2,071.50	
174588	5/21/2020	143	20200548	TRIMARK ASSOCIATES INC	COGEN PROJECT	\$3,840.00	\$3,840.00
174575	5/21/2020	170	24083167	MOTION INDUSTRIES INC	1 SITE WASTE DIVERSION GATE RAM	\$3,480.52	\$3,754.68
	5/21/2020		24083337		ASTD PARTS & MATERIALS	\$274.16	
174542	5/21/2020	170	720460	A-PRO PEST CONTROL INC	PEST CONTROL - RODENTS BLDG 66	\$3,600.00	\$3,600.00
174560	5/21/2020		10477	HOLY REDEEMER LUTHERAN CHURCH	REFUND # 23865	\$3,300.00	\$3,300.00

**UNION SANITARY DISTRICT
CHECK REGISTER
05/16/2020-05/29/2020**

Check No.	Date	Dept	Invoice No.	Vendor	Description	Invoice Amt	Check Am
174643	5/28/2020	110	20050510	S&S TRUCKING	GRIT HAULING 04/27 & 04/30/2020	\$2,275.03	\$3,025.03
	5/28/2020	110	20050515		GRIT HAULING 05/01/2020	\$750.00	
174584	5/21/2020	110	20042703	S&S TRUCKING	GRIT HAULING 04/16/2020	\$740.22	\$2,386.71
	5/21/2020	110	20042803		GRIT HAULING 04/20 & 04/23/2020	\$1,646.49	
174553	5/21/2020		94472004	CONSOLIDATED PRINTERS INC	ELECTION COSTS	\$1,608.61	\$2,272.87
	5/21/2020		94472104		ELECTION COSTS	\$664.26	
174616	5/28/2020	130	15124	DKF SOLUTIONS GROUP	COVID-19 EMPLOYEE EXPOSURE PLAN	\$2,250.00	\$2,250.00
174563	5/21/2020	141	CPDZ885	IRON MOUNTAIN	OFF-SITE STORAGE AND SERVICE - MAY 2020	\$1,327.36	\$2,139.24
	5/21/2020	173	202114977		DATA/MEDIA OFF-SITE STORAGE - APR 2020	\$310.85	
	5/21/2020	141	CPMG504		OFF-SITE STORAGE AND SERVICE - MAY 2020	\$501.03	
174594	5/21/2020	170	4133957	WESTERN ENERGY SYSTEMS	1 THROTTLE VALVE	\$2,072.67	\$2,072.67
174573	5/21/2020	170	39355442	MCMASTER SUPPLY INC	2 LARGE-CELL BATTERIES	\$82.41	\$1,828.80
	5/21/2020	170	39704227		ASTD PARTS & MATERIALS	\$697.09	
	5/21/2020	123	39481899		ASTD PARTS & MATERIALS	\$598.24	
	5/21/2020		39416376		ASTD PARTS & MATERIALS	\$451.06	
174554	5/21/2020		20200425	DALE HARDWARE INC	04/20 - ASTD PARTS & MATERIALS	\$1,769.81	\$1,769.81

**UNION SANITARY DISTRICT
CHECK REGISTER
05/16/2020-05/29/2020**

Check No.	Date	Dept	Invoice No.	Vendor	Description	Invoice Amt	Check Am
174601	5/28/2020	120	4107393520200515	ALAMEDA COUNTY WATER DISTRICT	SERV TO: 05/12/20-MTR HYD B16320037	\$383.17	\$1,762.42
	5/28/2020	120	4107393020200515		SERV TO: 05/12/20-MTR HYD B32896056	\$502.67	
	5/28/2020	120	4107393420200515		SERV TO: 05/12/20-MTR HYD B17490620	\$429.13	
	5/28/2020	120	4109778620200515		SERV TO: 05/13/20-MTR HYD B15064018	\$447.45	
174540	5/21/2020	120	13497	AMERICAN DISCOUNT SECURITY	04/01/20 - 04/30/20 GUARD AT DISTRICT	\$1,716.00	\$1,716.00
174630	5/28/2020	170	39754210	MCMASTER SUPPLY INC	ASTD PARTS & MATERIALS	\$588.82	\$1,701.35
	5/28/2020	122	39836935		ASTD PARTS & MATERIALS	\$97.04	
	5/28/2020		39969282		ASTD PARTS & MATERIALS	\$444.28	
	5/28/2020		39824400		ASTD PARTS & MATERIALS	\$58.64	
	5/28/2020		39748413		ASTD PARTS & MATERIALS	\$512.57	
174621	5/28/2020	121	9512305740	GRAINGER INC	ASTD PARTS & MATERIALS	\$274.43	\$1,697.80
	5/28/2020	172	9509288800		1 ABRASIVE BLASTING HELMET	\$681.68	
	5/28/2020	170	9512287385		2 DATA CABLE 500 FT	\$393.64	
	5/28/2020	172	9509116977		1 PK LENS COVERS	\$29.70	
	5/28/2020	170	9507643063		ASTD PARTS & MATERIALS	\$318.35	
174543	5/21/2020	143	42063	BEECHER ENGINEERING	STANDBY POWER UPGRADES	\$1,600.00	\$1,600.00

**UNION SANITARY DISTRICT
CHECK REGISTER
05/16/2020-05/29/2020**

Check No.	Date	Dept	Invoice No.	Vendor	Description	Invoice Amt	Check Am
174604	5/28/2020		1102345277	AMERIPRIDE SERVICES INC	UNIFORM LAUNDERING & RUGS	\$298.10	\$1,422.99
	5/28/2020		1102350845		UNIFORM LAUNDERING & RUGS	\$265.22	
	5/28/2020		1102348001		UNIFORM LAUNDERING & RUGS	\$261.34	
	5/28/2020		1102354027		UNIFORM LAUNDERING SERVICE	\$347.29	
	5/28/2020		1102354012		UNIFORM LAUNDERING & RUGS	\$251.04	
174632	5/28/2020		24083799	MOTION INDUSTRIES INC	ASTD PARTS & MATERIALS	\$1,346.66	\$1,346.66
174562	5/21/2020	132	200614082	IEDA INC	LABOR RELATIONS CONSULTING MAY 2020	\$1,334.00	\$1,334.00
174549	5/21/2020		20200519	ANDRES CHAVEZ	THIRD PARTY CLAIM	\$1,302.81	\$1,302.81
174615	5/28/2020	170	13871	DIABLO BOILER & STEAM INC	ANNUAL BOILER EXHAUST TEST	\$1,288.00	\$1,288.00
174628	5/28/2020	111	144845	MAZZEI INJECTOR	23 EA INJECTORS	\$1,267.89	\$1,267.89
174568	5/21/2020	173	20418	LOOKINGPOINT INC	ANNUAL SUPPORT FOR PBX AND NETWORK	\$1,225.00	\$1,225.00
174555	5/21/2020	170	114	FIORE INDUSTRIAL ELECTRICAL	CENTRIFUGE POLY PUMP 2 VFD REPAIR	\$1,125.50	\$1,125.50
174558	5/21/2020		9504489049	GRAINGER INC	40 PACKS DISPOSABLE GLOVES	\$687.04	\$1,111.62
	5/21/2020		9506993774		ASTD PARTS & MATERIALS	\$79.29	
	5/21/2020	170	9504657108		1 SPILL KIT	\$345.29	
174627	5/28/2020	173	20474	LOOKINGPOINT INC	WAN ROUTERS ADDL HOURS	\$1,100.00	\$1,100.00
174552	5/21/2020	170	20200428	COMMUNICATION & CONTROL INC	UTILITY FEE/ANTENNA RENTAL	\$1,093.84	\$1,093.84
174631	5/28/2020	114	2047272	MOBILE MODULAR MANAGEMENT CORP	ETSU TEMPORARY OFFICE SPACE	\$1,071.05	\$1,071.05
174572	5/21/2020	143	20200511	MCGUIRE & HESTER	EMERGENCY STANDBY RETAINER	\$1,000.00	\$1,000.00

**UNION SANITARY DISTRICT
CHECK REGISTER
05/16/2020-05/29/2020**

Check No.	Date	Dept	Invoice No.	Vendor	Description	Invoice Amt	Check Am
174547	5/21/2020	170	21754551	CARBOLINE COMPANY	PAINT & RELATED PAINT SUPPLIES	\$999.52	\$999.52
174565	5/21/2020	170	725	KING CRANE SERVICE	CRANE PICK AT AB4 DEWATER PUMP	\$984.40	\$984.40
174539	5/21/2020	170	9970710515	AIRGAS NCN	CYLINDER RENTAL	\$903.70	\$903.70
174650	5/28/2020		2145642	WHAT'S HAPPENING INC	AD NAME: VIRTUAL PUBLIC HEARING	\$825.00	\$825.00
174556	5/21/2020	113	8139423	FISHER SCIENTIFIC	LAB SUPPLIES	\$123.62	\$819.46
	5/21/2020	144	8398401		LAB SUPPLIES	\$695.84	
174611	5/28/2020	150	42350	COLANTUONO HIGHSMITH & WHATLEY	COST OF SERVICE ANALYSIS (COSA)	\$808.50	\$808.50
174576	5/21/2020		20200428	NAPA AUTO PARTS	MONTHLY AUTO PARTS STMT - APR 2020	\$736.83	\$736.83
174545	5/21/2020	150	253865	BURKE, WILLIAMS & SORENSON LLP	FORCE MAIN RELOCATION - MAR 2020	\$720.72	\$720.72
174582	5/21/2020	120	00E0036018380	NESTLE WATERS NO. AMERICA READYREFR	WATER SERVICE 04/07/20 - 05/06/20	\$679.49	\$679.49
174571	5/21/2020	113	2004875	MCCAMPBELL ANALYTICAL	LAB SAMPLE ANALYSIS	\$202.00	\$606.00
	5/21/2020	113	2004B26		LAB SAMPLE ANALYSIS	\$202.00	
	5/21/2020	113	2004A87		LAB SAMPLE ANALYSIS	\$202.00	
174574	5/21/2020	170	200552	METROMOBILE COMMUNICATIONS INC	RADIO SERVICE - MAY 2020	\$599.08	\$599.08
174559	5/21/2020	123	2120782	HANSON AGGREGATES INC	6.84 TONS 1/2 MAX HMA TYPE A-R	\$571.10	\$571.10
174578	5/21/2020	170	898220200507	PACIFIC GAS AND ELECTRIC	SERV TO 04/30/20 FREMONT PS	\$184.17	\$543.98
	5/21/2020	170	666720200507		SERV TO 04/30/2020 PASEO PADRE PS	\$359.81	

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Check No.	Date	Dept	Invoice No.	Vendor	Description	Invoice Amt	Check Am
174544	5/21/2020		15084720	BLAISDELL'S	10 RM PAPER	\$164.41	\$540.82
	5/21/2020	141	15101510		ASTD OFFICE SUPPLIES	\$111.19	
	5/21/2020	110	15053010		1 OFFICE CHAIR	\$265.22	
174613	5/28/2020	173	10386903615	DELL MARKETING LP C/O DELL USA	SWITCH RENEW	\$528.30	\$528.30
174603	5/28/2020		10662	ALPHA PLUS PRIVATE INVESTMENT	REFUND # 23875	\$500.00	\$500.00
174620	5/28/2020		12725	GOGO ROOTER	REFUND # 24881	\$500.00	\$500.00
174634	5/28/2020	170	1954	PACIFIC CRANE INSPECTION	QUARTERLY CRANE INSPECTION	\$500.00	\$500.00
174636	5/28/2020	122	10468	JAYANT PATEL	REFUND # 24875	\$500.00	\$500.00
174589	5/21/2020	122	136556	TRI-SIGNAL INTEGRATION INC	FIRE PROTECTION SERVICE - MONTHLY CHARGE MONITORING AGREE	\$133.34	\$483.34
	5/21/2020	122	136557		FIRE PROTECTION SERVICE - TRI SIGNAL	\$350.00	
174583	5/21/2020	170	402012	RKI INSTRUMENTS INC	ASTD PARTS & MATERIALS	\$478.94	\$478.94
174550	5/21/2020	111	1901246411	CINTAS CORPORATION	1 SUMMER JACKET FOR JUSTIN LAURENCE	\$158.36	\$478.46
	5/21/2020	111	1901279838		1 SUMMER JACKET FOR JUSTIN LAURENCE	\$110.25	
	5/21/2020	111	1901245694		4 SUMMER JACKETS FOR LEE, FORTNER AND LANDSBOROUGH	\$209.85	
174625	5/28/2020		603874128	HILLYARD/SAN FRANCISCO	ASST JANITORIAL SUPPLIES	\$136.61	\$459.51
	5/28/2020		603867757		ASST JANITORIAL SUPPLIES	\$322.90	
174612	5/28/2020	141	109A8	DCM CONSULTING INC	DUMBARTON TRANSIT-ORIENTED DEV & USD FORCE MAINS	\$450.00	\$450.00
174551	5/21/2020	150	83266	CITYLEAF INC	PLANT MAINTENANCE - APR 2020	\$431.86	\$431.86

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174541	5/21/2020		1102350855	AMERIPRIDE SERVICES INC	UNIFORM LAUNDERING SERVICE	\$346.29	\$393.87
	5/21/2020		1102350865		ASTD DUST MOPS, WET MOPS & TERRY TOWEL	\$47.58	
174608	5/28/2020	113	610251	CALTEST ANALYTICAL LABORATORY	3 LAB SAMPLE ANALYSIS	\$390.20	\$390.20
174622	5/28/2020	123	2123151	HANSON AGGREGATES INC	4.07 TONS 1/2 MAX HMA TYPE A-R	\$344.14	\$344.14
174597	5/21/2020		5147	ZELAYA DESIGNS	PUBLIC OUTREACH	\$338.00	\$338.00
174638	5/28/2020		157182	PREFERRED ALLIANCE INC	APRIL 2020 SERVICE FEE	\$327.18	\$327.18
174602	5/28/2020	122	35133	ALLIED FLUID PRODUCTS CORP	ASTD PARTS & MATERIALS	\$320.35	\$320.35
174600	5/28/2020		1603	ALAMEDA COUNTY TREASURER	40 ASSESSOR MAPS	\$120.00	\$318.00
	5/28/2020		1594		66 ASSESSOR MAPS	\$198.00	
174642	5/28/2020		7848532801	RS HUGHES CO INC	ASTD SAFETY SUPPLIES	\$62.10	\$273.56
	5/28/2020		7848532802		ASTD SAFETY SUPPLIES	\$211.46	
174649	5/28/2020	110	20200526	WEF-WATER ENVIRONMENT FED	WEF MEMBERSHIP M COSTELLO	\$267.00	\$267.00
174598	5/28/2020	123	476486	AAA RENTALS	ASTD PARTS & MATERIALS	\$255.59	\$255.59
174617	5/28/2020	130	20200520	MARIELA ESPINOSA	EXP REIMB: TEAM RECOGNITION	\$218.41	\$218.41
174605	5/28/2020	122	23457500	BECK'S SHOES	SAFETY SHOES: L. CARDENAS	\$205.20	\$205.20
174647	5/28/2020	113	8801005397	VWR INTERNATIONAL LLC	LAB SUPPLIES	\$116.25	\$204.82
	5/28/2020	113	8801005396		LAB SUPPLIES	\$88.57	
174629	5/28/2020	113	2005078	MCCAMPBELL ANALYTICAL	LAB SAMPLE ANALYSIS	\$202.00	\$202.00
174561	5/21/2020	122	5929763	HOSE & FITTINGS ETC	ASTD PARTS & MATERIALS	\$191.82	\$191.82

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174581	5/21/2020	122	21718	R & S ERECTION OF S ALAMEDA	SERVICE: PM SERVICE ON GATES	\$171.25	\$171.25
174646	5/28/2020	136	98XW53180	UPS - UNITED PARCEL SERVICE	SHIPPING CHARGES W/E 05/02/20	\$161.32	\$161.32
174569	5/21/2020		4842962	MALLORY SAFETY AND SUPPLY LLC	4 DOZ GLV NITRILE	\$159.07	\$159.07
174577	5/21/2020	173	7022	OJO TECHNOLOGY INC	ACCESS CONTROL ANNUAL SUPPORT	\$158.67	\$158.67
174585	5/21/2020		98711	STARLINE SUPPLY COMPANY	1 CS COMPOSTABLE UTENSILS	\$158.18	\$158.18
174570	5/21/2020	170	77969121	MATHESON TRI-GAS INC	MONTHLY CYLINDER RENTAL - APR 2020	\$95.52	\$95.52
174566	5/21/2020	111	20200514	JUSTIN LAURENCE	EXP REIMB: TPO SAFETY RECOGNITION 1ST QTR	\$89.05	\$89.05
174609	5/28/2020	132	20200520	MARK CARLSON	REIMB LIVESCAN PRE-EMPLOYMENT	\$77.00	\$77.00
174641	5/28/2020	123	1935911001	R&B COMPANY	ASTD PARTS & MATERIALS	\$76.83	\$76.83
174546	5/21/2020	113	610058	CALTEST ANALYTICAL LABORATORY	5 LAB SAMPLE ANALYSIS	\$55.58	\$55.58
174590	5/21/2020	141	422323	ULTRAEX LLC	COURIER SVCS: 1 BOARDMEMBER DELIVERY - 04/22/20	\$47.95	\$47.95
174619	5/28/2020	110	167192	FREMONT RUBBER STAMP CO INC	2 SELF INKING STAMPS	\$45.08	\$45.08
174592	5/21/2020	136	98XW53170	UPS - UNITED PARCEL SERVICE	SHIPPING CHARGES W/E 04/25/20	\$43.61	\$43.61
174548	5/21/2020	143	20200515	RAYMOND CHAU	EXP REIMB: ADMIN PROF RECOGNITION - M. BAUTISTA	\$31.61	\$31.61

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Check No.	Date	Dept	Invoice No.	Vendor	Description	Invoice Amt	Check Am	
Invoices:					Checks:			
Credit Memos :			0					
\$0 - \$1,000 :			104	36,446.64	\$0 - \$1,000 :	55	22,269.87	
\$1,000 - \$10,000 :			49	164,676.40	\$1,000 - \$10,000 :	44	149,955.26	
\$10,000 - \$100,000 :			17	586,733.72	\$10,000 - \$100,000 :	15	509,809.05	
Over \$100,000 :			1	296,321.73	Over \$100,000 :	2	402,144.31	
Total:			171	1,084,178.49	Total:	116	1,084,178.49	