



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

**Monday, August 24, 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 March 31, 2020 Updated Shelter in Place Order, and Executive Order No. N-33-20, Stay-at-Home Order, the Monday, August 24, 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 [assistanttogm@unionsanitary.ca.gov](mailto:assistanttogm@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 or 1-877-853-5247

Meeting ID: 873 4233 8060 #

Participant ID: #

Click the Zoom link below to watch and listen:  
<https://us02web.zoom.us/j/87342338060>

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 August 10, 2020.

---

- Motion 5. Approve Minutes of the Union Sanitary District Special Board Meeting of August 13, 2020.

---

- Information 6. Operations Report:
  - a) July 2020 Monthly Operations Report *(to be reviewed by the Budget & Finance and Legal/Community Affairs Committees).*
  - b) Fiscal Year 2020 4<sup>th</sup> 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. Authorize the General Manager to Execute an Agreement and Task Order No. 1 with Tanner Pacific, Inc. for the Twin Force Main Relocation – Phase 2 Project *(to be reviewed by the Engineering and Information Technology Committee).*

---

- Motion 10. Consider a Resolution to Accept a Sanitary Sewer Easement for Tract 7807 – Decoto Villas, Located at 3853 Decoto Road, in the City of Fremont *(to be reviewed by the Legal/Community Affairs Committee).*

---

- Information 11. Old Alameda Creek Proposed Discharge Permit Update *(to be reviewed by the Legal/Community Affairs Committee).*

---

- Information 12. Certificates of Merit to Union Sanitary District’s Class I Permitted Industries *(to be reviewed by the Legal/Community Affairs Committee).*

---

- Information 13. COVID-19 Update.

---

- Information 14. Check Register.

---

- Information 15. Committee Meeting Reports. *(No Board action is taken at Committee meetings):*
  - a. Legal/Community Affairs Committee – Thursday, August 20, 2020, at 1:00 p.m.
    - Director Toy and Director Fernandez
  - b. Budget & Finance Committee – Friday, August 21, 2020, at 10:00 a.m.

- Director Kite and Director Toy
- c. Engineering and Information Technology Committee – Friday, August 21, 2020, at 11:00 a.m.
- Director Lathi and Director Handley
- d. Legislative Committee – will not meet.  
 e. Personnel Committee – will not meet.  
 f. Audit Committee – will not meet.

Information

- 
16. General Manager’s Report. *(Information on recent issues of interest to the Board).*
- 
17. Other Business:
- a. Comments and questions. *Directors can share information relating to District business and are welcome to request information from staff.*
  - b. Scheduling matters for future consideration.
- 
18. Adjournment – The Board will adjourn to the General Manager’s Check-in Board Workshop to be held virtually on Thursday, August 27, 2020, at 4:00 p.m.
- 
19. Adjournment – The Board will then adjourn to the next Regular Board Meeting to be held virtually on Monday, September 14, 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.



## 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, August 20, 2020**

**1:00 P.M.**

**Alvarado Conference Room**

**5072 Benson Road**

**Union City, CA 94587**

### Officers

Paul R. Eldredge  
*General Manager/  
District Engineer*

Karen W. Murphy  
*Attorney*

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, this meeting will not be physically open to the public and all Board Members will be teleconferencing into the meeting via conference call.

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](mailto: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 August 24, 2020:
  - July 2020 Monthly Operations Report – Odor and Work Group Reports
  - Consider a Resolution to Accept a Sanitary Sewer Easement for Tract 7807 – Decoto Villas, Located at 3853 Decoto Road, in the City of Fremont
  - Old Alameda Creek Proposed Discharge Permit Update
  - Certificates of Merit to Union Sanitary District’s Class I Permitted Industries

---

5. Adjournment

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

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



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

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

**AGENDA**  
**Friday, August 21, 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*

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, this meeting will not be physically open to the public and all Board Members will be teleconferencing into the meeting via conference call.

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](mailto: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 August 24, 2020:

- July 2020 Monthly Operations Report – Financial Reports
  - Fiscal Year 2020 4<sup>th</sup> Quarter Managed Investment Portfolio Report
- 

5. Adjournment

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

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



**ENGINEERING AND INFORMATION TECHNOLOGY  
COMMITTEE MEETING**

Committee Members: Director Lathi and Director Handley

**AGENDA**

**Friday, August 21, 2020**

**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*

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, this meeting will not be physically open to the public and all Board Members will be teleconferencing into the meeting via conference call. 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](mailto: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 August 24, 2020:

- Authorize the General Manager to Execute an Agreement and Task Order No. 1 with Tanner Pacific, Inc. for the Twin Force Main Relocation – Phase 2 Project
- 

5. Adjournment

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

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

**MINUTES OF THE MEETING OF THE  
BOARD OF DIRECTORS OF  
UNION SANITARY DISTRICT/UNION SANITARY DISTRICT FINANCING  
AUTHORITY  
AUGUST 10, 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 Monday, August 10, 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  
Mark Carlson, Business Services Manager/CFO  
Sami Ghossain, Technical Services Manager  
Armando Lopez, Treatment and Disposal Services Manager  
James Schofield, Collection Services Manager  
Robert Simonich, Fabrication Construction and Maintenance Manager  
Gene Boucher, Human Resources Manager  
Laurie Brenner, Business Services Coach  
Regina McEvoy, Executive Assistant to the General Manager/Board Clerk  
May Bautista, Administrative Assistant

**APPROVE MINUTES OF THE UNION SANITARY DISTRICT BOARD MEETING OF JULY 27, 2020**

It was moved by Secretary Lathi, seconded by Director Fernandez, to Approve the Minutes of the Board Meeting of July 27, 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 JULY 28, 2020**

It was moved by Vice President Kite, seconded by Director Toy, to Approve the Minutes of the Special Board Meeting of July 28, 2020. Motion carried with the following vote:

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

**WRITTEN COMMUNICATIONS**

There were no written communications.

**PUBLIC COMMENT**

There was no public comment.

**AUTHORIZE THE GENERAL MANAGER TO EXECUTE TASK ORDER NO. 2 WITH CAROLLO ENGINEERS, INC. FOR THE WAS THICKENER REPLACEMENT PROJECT**

This item was reviewed by the Engineering and Information Technology Committee. Technical Services Manager Ghossain stated the Board previously authorized execution of an agreement and Task Order No. 1 with Carollo Engineers, Inc. (Carollo) to provide predesign services for the WAS Thickener Replacement Project (Project). The WAS Thickening Building was last retrofitted during the 1993 Plant Upgrade Project. Most of the equipment, instruments, and electrical components have reached the end of their useful lives. District staff and Carollo's recommendations for major improvements to the Project's final design, and Carollo's scope of services and fee for Task Order No. 2, were summarized in the Board meeting packet. Final design of the Project is scheduled to be completed by Summer 2021 and construction is scheduled to begin by Fall 2021. Staff recommended the Board authorize the General Manager to execute Task Order No. 2 with Carollo Engineers, Inc. in the amount of \$806,942 for providing final design services for the WAS Thickener Replacement Project.

It was moved by Vice President Kite, seconded by Secretary Lathi, to Authorize the General Manager to Execute Task Order No. 2 with Carollo Engineers, Inc. in the Amount of \$806,942 for Providing Final Design Services for the WAS Thickener Replacement Project. Motion carried with the following vote:

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

**CONSIDER A RESOLUTION OF APPLICATION TO LAFCO FOR ANNEXATION NO. U-295, TRACT 8495 – SANCTUARY WEST, IN THE CITY OF NEWARK**

This item was reviewed by the Legal/Community Affairs Committee. Technical Services Manager Ghossain stated The Sobrato Organization submitted a request to annex Tract 8495 – Sanctuary West to the District. The area to be annexed is 111.67 acres and will be a planned residential development to include three parks. The area to be annexed lies outside the District’s current service area but is within the City of Newark’s limits and the District’s Sphere of Influence. Annexation of the area is needed to provide sanitary sewer service for the development and sanitary sewer service is available to serve the annexation. Staff recommended the Board consider adopting a resolution of application requesting the Local Agency Formation Commission of Alameda County to begin proceedings for Annexation No. U-295, Tract 8495 – Sanctuary West, located west of the southern end of Stevenson Boulevard in the City of Newark.

It was moved by Director Toy, seconded by Director Fernandez, to Adopt Resolution No. 2900 of Application by Union Sanitary District Requesting the Local Agency Formation Commission Begin Proceedings for Annexation No. U-295. 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 AND QUITCLAIM PART OF AN EXISTING SANITARY SEWER EASEMENT AT 403 BECADO DRIVE, IN THE CITY OF FREMONT**

This item was reviewed by the Legal/Community Affairs Committee. Technical Services Manager Ghossain stated the owner of 403 Becado Drive is planning to construct an addition to the existing single-family residence on the parcel. An existing sewer main passes through the subject parcel within a 15-foot sanitary sewer easement. Since the proposed addition would encroach upon the existing easement, the City required the sewer main be removed or relocated before approving the addition. District staff reviewed and approved subsequent plans proposing relocation of the sewer main further away from the proposed addition and into a new 10-foot easement that will not be adversely affected by the proposed addition. The new sewer main has been constructed and the property owner has granted the District a sanitary sewer easement to provide for access and maintenance of the new sewer main within the parcel. Staff recommended the Board consider a resolution to accept a sanitary sewer easement and quitclaim part of an existing sanitary sewer easement at 403 Becado Drive in the City of Fremont.

It was moved by Director Toy, seconded by Vice President Kite, to Adopt Resolution No. 2901 Accepting a Sanitary Sewer Easement and Quitclaim Part of an Existing Sanitary Sewer Easement for 403 Becado Drive, in the City of Fremont, California. Motion carried with the following vote:

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

ABSTAIN: None  
ABSENT: None

**AUTHORIZE THE GENERAL MANAGER TO EXECUTE A SETTLEMENT AGREEMENT BETWEEN THE DISTRICT AND CALPERS TO CLOSE AUDIT FINDINGS ON UNIFORMS AS PENSIONABLE COMPENSATION AND REVIEW AND APPROVE SIDE LETTER AGREEMENT BETWEEN SEIU LOCAL 1021 AND THE DISTRICT MODIFYING SECTION 26.1 OF THE CURRENT MEMORANDUM OF UNDERSTANDING**

Human Resources Manager Boucher stated the CalPERS audit that covered the period of July 1, 2011 through June 30, 2014. In this audit, CalPERS concluded uniforms were considered pensionable compensation under California Government Code. The District appealed the audit finding in June 2016, Liebert Cassidy Whitmore (LCW) represented the District. The matter of uniforms as pensionable compensation was a subject of the audits of all agencies during that time, and many other agencies appealed the audit findings. The District's position was that uniforms provided to employees were for safety purposes and not substitutable for regular clothing which would make them not pensionable. In June 2018, three wastewater agencies that also appealed the decision presented their cases to an Administrative Law Judge who found that uniforms as used by employees in wastewater did not meet the requirements of pensionable compensation. In October 2018, the CalPERS Board rejected the decision of the Administrative Law Judge and unilaterally moved forward with designating uniforms as pensionable compensation for Classic members. Thereafter, the District and CalPERS began negotiating the value of uniforms along with the retroactivity of the reporting. The District was able to negotiate the shorter period of only reporting the value back to July 1, 2014. The annual value of uniforms was negotiated to \$156 annually for each employee designated to wear a uniform. The District also met with Union Leadership to negotiate a side letter agreement to amend section 26.1 of the Memorandum of Understanding (MOU). Staff recommended the Board authorize the General Manager to execute the Settlement Agreement and General Release between CalPERS and the District to settle and close this audit finding. Staff also recommended the Board approve the side letter agreement between SEIU Local 1021 and the District to modify section 26.1 of the current MOU to include language on the value of uniforms as pensionable compensation and that employees will pay their employee contributions for PERS.

The Board inquired about the legal fees associated with this matter, and directed staff to compile the requested information to be shared with the Board via email.

It was moved by Vice President Kite, seconded by Director Fernandez, to Authorize the General Manager to Execute the Settlement Agreement Between CalPERS and the District to Close the Audit Finding on Uniforms as Pensionable Compensation; and Approve the Side Letter Agreement Between SEIU Local 1021 and the District to Modify Section 26.1 of the Current Memorandum of Understanding. Motion carried with the following vote:

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

## **INFORMATION ITEMS:**

### **Appointment of Two Boardmembers to Serve on the Enhanced Treatment and Site Upgrade (ETSU) Program Ad Hoc Committee**

President Handley stated he appointed Vice President Kite and Secretary Lathi to serve on the ETSU Ad Hoc for 2020-2021. General Manager Eldredge stated appointment to the ETSU Ad Hoc Committee will be considered annually along with appointments to internal Board committees pursuant to Policy No. 3070, Boardmember Officers and Committee Membership, but the Policy would not be amended.

### **COVID-19 Impacts to FY21 Vehicle and Equipment Renewal and Replacement Budget**

This item was reviewed by the Budget & Finance Committee. Collection Services Manager Schofield stated the FY20 Vehicle and Equipment Replacement Budget was approved for \$153,050 of which \$125,000 was allocated for the purchase of an ARV Support Truck. After completing the specifications for the ARV Support Truck, the total purchase price came to \$68,698. While a purchase order was issued in November of 2019, due to the impacts of the COVID-19 Virus, the District has not received the vehicle. The cab and chassis arrived at the fabrication shop on July 23, 2020, and it will take an estimated four to six weeks to complete construction of the truck. Due to this delay the FY21 Vehicle and Replacement Budget will be over budget by \$68,698 by the late arrival of the ARV Support Vehicle.

### **Report on the East Bay Dischargers Authority Meeting of July 16, 2020**

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

### **COVID-19 Update**

General Manager Eldredge stated District staff began using a health screening portal that is an online questionnaire to be completed by employees before leaving their homes to come to work. The District is required to implement health screenings for employees coming to the District to work.

### **Check Register**

There were no questions regarding the check register.

## **COMMITTEE MEETING REPORTS:**

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

## **GENERAL MANAGER'S REPORT:**

General Manager Eldredge reported the following:

- LAFCO conducts a review of municipal services (water, wastewater, flood control, and storm water) periodically. Alameda County recently sent a draft, which will be reviewed by District staff, of its municipal services review to ensure adequate

services will be available for incorporated and planned to be incorporated areas in the County.

- The District will submit a letter of interest to the Federal Environmental Protection Agency for a Water Infrastructure Finance and Innovation Act (WIFIA) loan. Letters will be sent to the District's elected federal representatives requesting their support for the application for a WIFIA loan.

**OTHER BUSINESS:**

There was no other business.

**ADJOURNMENT:**

The meeting was adjourned at 4:32 p.m. to a Board Workshop at 4:30 p.m. on Thursday, August 13, 2020.

SUBMITTED:

ATTEST:

\_\_\_\_\_  
REGINA McEVOY  
BOARD CLERK

\_\_\_\_\_  
ANJALI LATHI  
SECRETARY

APPROVED:

\_\_\_\_\_  
TOM HANDLEY  
PRESIDENT

Adopted this 24<sup>th</sup> day of August 2020

**MINUTES OF THE SPECIAL MEETING OF THE  
BOARD OF DIRECTORS OF  
UNION SANITARY DISTRICT  
August 13, 2020**

**Consistent with Executive Order No. N-25-20 from the Executive Department of the State of California and the Alameda County Public Health Department's March 16, 2020 Shelter in Place Order, the District's August 13, 2020, Special Meeting was not physically open to the public. In order to maximize public safety while still maintaining transparency, members of the public were able to attend the public portion of the meeting telephonically.**

**CALL TO ORDER**

President Handley called the special meeting to order at 4:30 p.m.

**ROLL CALL**

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

STAFF: Paul Eldredge, General Manager/District Engineer  
Gene Boucher, Human Resources Manager  
Karen Murphy, District Counsel  
Leah Castella, Assistant District Counsel  
Regina McEvoy, Executive Assistant to the General Manager/Board Clerk

**PUBLIC COMMENT**

There was no public comment.

**CLOSED SESSION**

The Union Sanitary District Board of Directors adjourned to closed session for the following:

CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION  
(Paragraph (1) of subdivision (d) of Section 54956.9)

*Service Employees International Union, Local 1021 v. Union Sanitary District*

There was no reportable action.

**ADJOURNMENT:**

The special meeting was adjourned at approximately 5:05 p.m. to the next Regular Meeting in the Boardroom on Monday, August 24, 2020, at 4:00 p.m.

SUBMITTED:

ATTEST:

\_\_\_\_\_  
REGINA McEVOY  
BOARD CLERK

\_\_\_\_\_  
ANJALI LATHI  
SECRETARY

APPROVED:

\_\_\_\_\_  
TOM HANDLEY  
PRESIDENT

Adopted this 24<sup>th</sup> day of August, 2020



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

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

Karen W. Murphy  
*Attorney*

**AUGUST 24, 2020  
BOARD OF DIRECTORS MEETING  
AGENDA ITEM # 6.a**

**TITLE:** Monthly Operations Report for July 2020 *(This is an Information Item)*

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

**Recommendation**

Information only.

**Previous Board Action**

None

**Background**

Attached are Monthly Operations Reports for July 2020. Staff is available to answer questions regarding information contained in the report.

**Work Group Managers**

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

**ODOR COMPLAINTS:**

During the month of July 2020, there was one odor complaint received by the District. Details of the complaint were included in the Board meeting packet.

**SAFETY:**

- Following COVID-19 guidance from the CDC, State, and County Health as it becomes available and sharing information with employees.
- Implemented an online daily health screening, OptimumHQ, for all employees to complete each morning before leaving for work.

**STAFFING & PERSONNEL:****Completed Recruitments:**

- PO III Trainee – Limited Term – new position. Doroteo Loreto to start 8/12/2020.

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

- Attended the East Bay Dischargers Authority (EBDA) JPA Commission Meeting
- Attended the EBDA Manager's Advisory Committee Meeting
- Conducted the Newsletter Board Workshop
- Conducted the CalPERS Uniform Matter Board Workshop
- Coordinated District response to COVID-19 Pandemic

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



## ODOR REPORT July 2020

During the recording period from July 01, 2020 through July 31, 2020, there was one odor related service request received by the District.

---

**City: Fremont**

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

*Date: 7/17/2020*

*Location: ROTHBURY CM*

*Wind (from): West*

*Temperature: 78*

*Time: 12:47 PM*

*Reported By: Fremont Fire Department*

*Wind Speed: 5mph*

*Weather: Sunny*

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

Fremont Fire Department requested USD assistance to investigate a chlorine/water type smell coming from a manhole. USD Collection Services staff and Environmental Compliance staff responded and determined that the location of the odor was coming from a manhole that was privately owned and not part of the USD infrastructure. The Fire Department contacted the HOA to report findings. No additional follow up is required by USD at this time.



1. Odor found, not related to USD

**Legend**

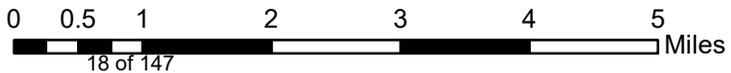
**Odor Complaints: July 2020**

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

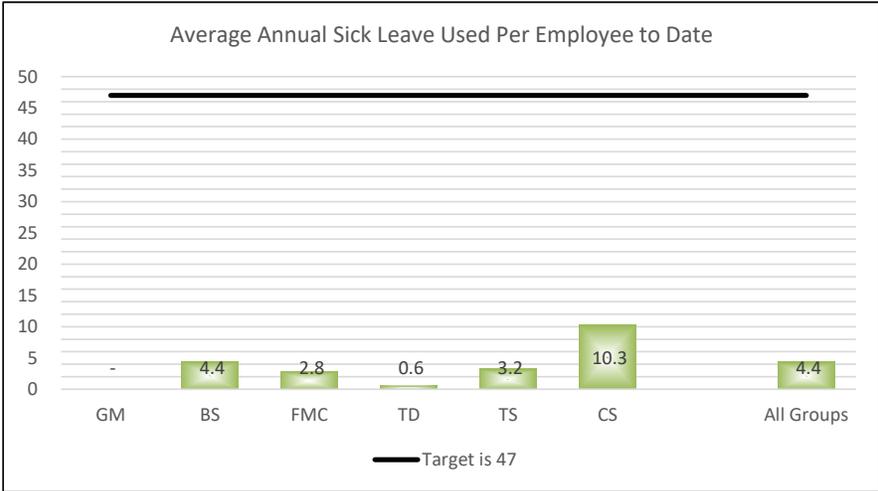
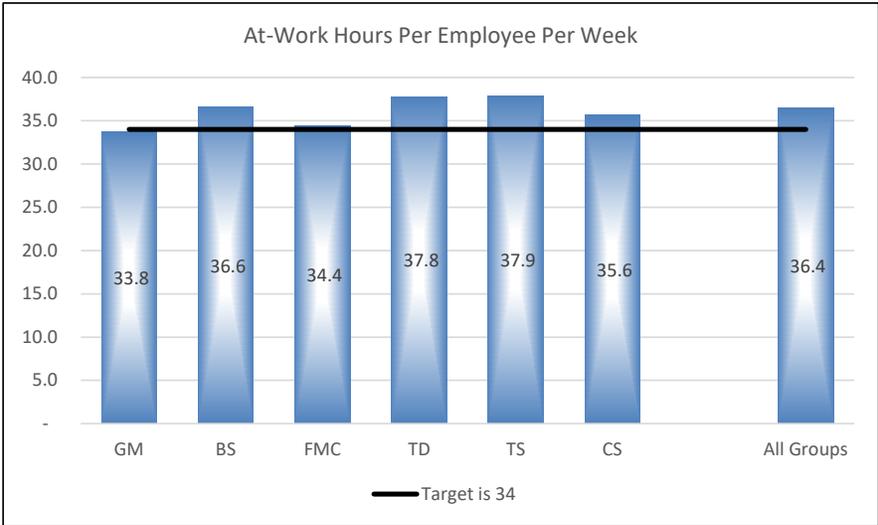
**Odor Complaints: Aug. 2019 to Jun. 2020**

- ★ Odor found, USD resolved (0)
- Odor found, not related to USD (2)
- ▲ No odor found (10)

**Location of Odor Reports  
August 2019 to July 2020**



**HOURS WORKED AND LEAVE TIME BY WORK GROUP**  
**June 25, 2020 through July 22, 2020**  
**Weeks to Date: 4 out of 52 (7.69%)**



**NOTES**

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

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

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

**June 25, 2020 through July 22, 2020**

**Weeks to Date: 4 out of 52 (7.69%)**

Group	Average Number of Employees	AT-WORK HOURS		At-Work Hours Per Employee Per Week	LEAVE HOURS					Average Annual Sick Leave Used Per Employee To Date	FY20		
		Regular (1)	Overtime (2)		Discretionary (3)	Short Term Disability	Workers Comp	Sick (4)	FFCRA Paid Leave (5)		Average Number of Employees	At-Work Hours Per Week Per Employee	Annual Sick Leave Used
GM	2	260.50	-	33.8	59.50	-	-	-	-	0.0	2	34.9	35.9
BS	18	2,501.75	40.75	36.6	298.90	-	-	79.35	-	4.4	17	36.6	36.8
FMC	27	3,579.00	5.00	34.4	632.00	24.70	-	75.73	-	2.8	28	34.2	33.0
TD	28	4,045.90	33.83	37.8	474.35	-	-	15.75	-	0.6	27	35.4	48.8
TS	32	4,667.75	10.25	37.9	348.50	-	-	53.00	50.75	3.2	33	35.0	48.5
CS	32	4,224.75	172.21	35.6	564.25	-	-	283.00	48.00	10.3	31	33.9	91.2
<b>All Groups</b>	<b>139</b>	<b>19,279.65</b>	<b>262.04</b>	<b>36.4</b>	<b>2,377.50</b>	<b>24.70</b>	<b>-</b>	<b>506.83</b>	<b>98.75</b>	<b>4.4</b>	<b>138</b>	<b>35.1</b>	<b>50.5</b>

**SICK LEAVE INCENTIVE PROGRAM TARGETS**

**≥34**

**≤47**

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

**NOTES**

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

(2) Overtime hours includes call outs.

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

(4) Sick Leave includes sick and catastrophic sick leaves, as well as protected time off, of which the District has no discretion.

**(5) Families First Coronavirus Response Act (FFCRA) - Emergency Paid Sick Leave (EPSL) and Paid Expanded Family Medical Leave Act (Paid EFMLA)**

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

**BUDGET AND FINANCE REPORT**

FY 2021

**Year-to-date as of 7/31/2020**

8.33% of year elapsed

<b>Revenues</b>	<b>Budget</b>	<b>Preliminary Actual</b>	<b>% of Budget Rec'd</b>	<b>Unaudited Last Year Actuals 6/30/20</b>
	Capacity Fees	\$ 5,712,200	\$ 20,500	0%
Sewer Service Charges	60,500,000	-	0%	57,260,030
Operating (Includes work groups and fund 85)	1,293,500	42,185	3%	1,169,481
Interest	1,150,000	252,825	22%	3,178,106
Misc. (Annex fees, forfeited deposits)	75,000	4,370	6%	25,673
<b>Subtotal Revenues</b>	<b>\$ 68,730,700</b>	<b>319,880</b>	<b>0%</b>	<b>\$ 75,812,754</b>
Bond Proceeds	-	-	0.0%	73,609,860
<b>Total Revenues + Bond Proceeds</b>	<b>\$ 68,730,700</b>	<b>\$ 319,880</b>	<b>0%</b>	<b>\$ 149,422,614</b>
<b>Expenses</b>	<b>Budget</b>	<b>Actual</b>	<b>% of Budget Used</b>	<b>Last Year Actuals</b>
Capital Improvement Program:				
Capacity Proj.	\$ 22,630,500	\$ 4,791	0%	\$ 6,630,350
Renewal & Repl. Proj.	20,052,000	8,796	0%	4,368,305
Operating (includes fund 85)	45,075,355	2,592,520	6%	39,923,527
Special Projects	2,723,000	-	0%	1,249,410
Retiree Medical (ADC)	1,208,354	-	0%	1,392,371
Vehicle & Equipment	77,868	-	0%	42,258
Information Systems	960,800	-	0%	465,523
Plant & Pump Stat. R&R	400,000	-	0%	244,669
Emerg. Fund	-	-	0%	-
Cty Fee for SSC Admin.	111,000	-	0%	109,988
Debt Servicing:				
SRF Loans	-	-	-	39,670,259
Bonds	4,684,773	-	0%	-
<b>Total Expenses</b>	<b>\$ 97,923,650</b>	<b>\$ 2,606,106</b>	<b>3%</b>	<b>\$ 94,096,660</b>
<b>Total Revenue &amp; Proceeds less Expenses</b>	<b>\$ (29,192,950)</b>	<b>\$ (2,286,226)</b>		<b>55,325,954</b>

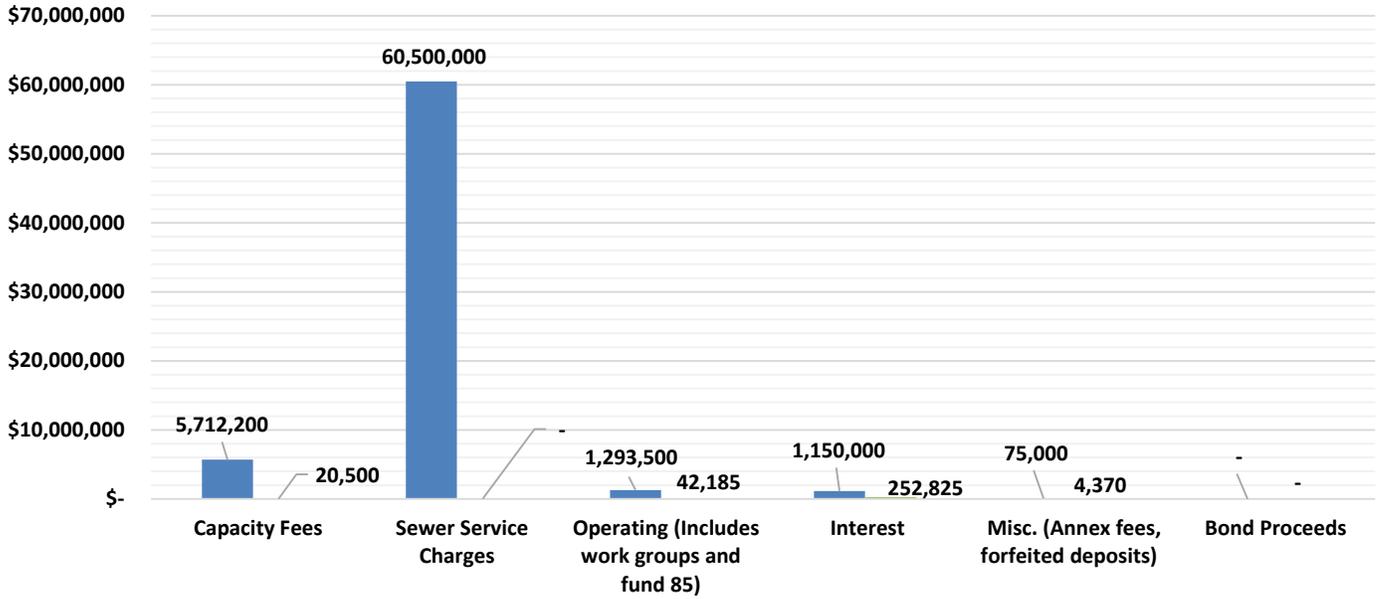
<b>Operating (Work Group) Expenses</b>	<b>Budget</b>	<b>Preliminary Actual</b>	<b>% of Budget Used</b>	<b>Unaudited Last Year Actuals</b>
Board of Directors	\$ 180,354	\$ 11,647	6%	\$ 134,873
General Manager/Admin.	1,066,753	66,816	6%	889,813
Business Services	4,169,231	283,544	7%	3,561,371
Collection Services	7,623,414	502,222	7%	6,996,512
Technical Services	6,815,278	511,709	8%	6,446,693
Treatment & Disposal Services	15,187,206	615,008	4%	12,636,368
Fabrication, Maint. & Construction	9,050,619	568,316	6%	8,551,289
Non-Departmental	982,500	33,258	3%	706,608
<b>Total</b>	<b>\$ 45,075,355</b>	<b>\$ 2,592,520</b>	<b>6%</b>	<b>\$ 39,923,527</b>

<b>Operating (Work Group) Expenses by Type</b>	<b>Budget</b>	<b>Actual</b>	<b>% of Budget Used</b>	<b>Last Year Actuals</b>
Personnel (incl D&E)	\$ 30,366,922	\$ 2,283,970	8%	\$ 27,524,005
Repairs & Maintenance	2,416,400	113,951	5%	2,388,026
Supplies & Mats (chemicals, small tools)	3,457,020	88,147	3%	3,051,814
Outside Services (utilities, biosolids, legal)	8,517,513	97,691	1%	6,737,202
Fixed Assets	317,500	8,760	3%	222,480
<b>Total</b>	<b>\$ 45,075,355</b>	<b>\$ 2,592,520</b>	<b>6%</b>	<b>\$ 39,923,527</b>

**REVENUES AND EXPENSES REPORT**  
as of 7/31/20

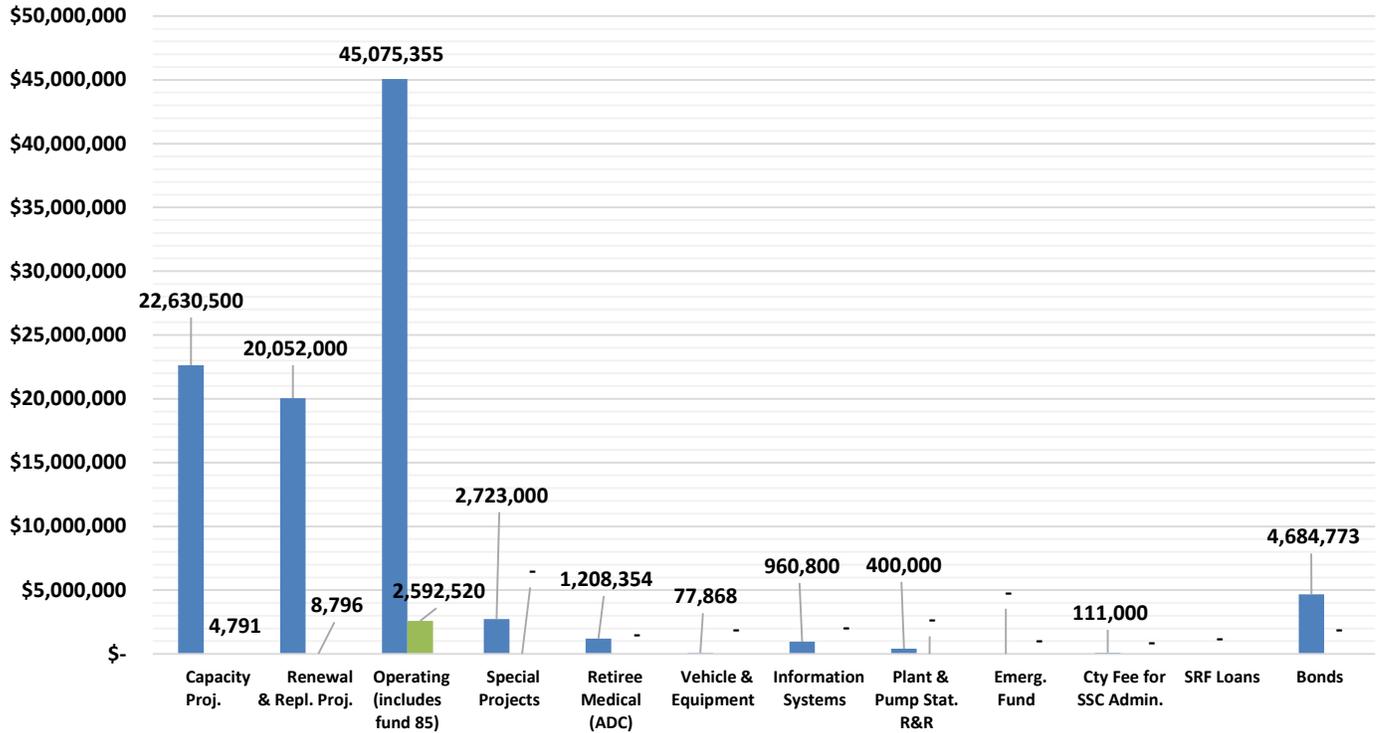
## Total Revenues

■ Budget ■ Actual



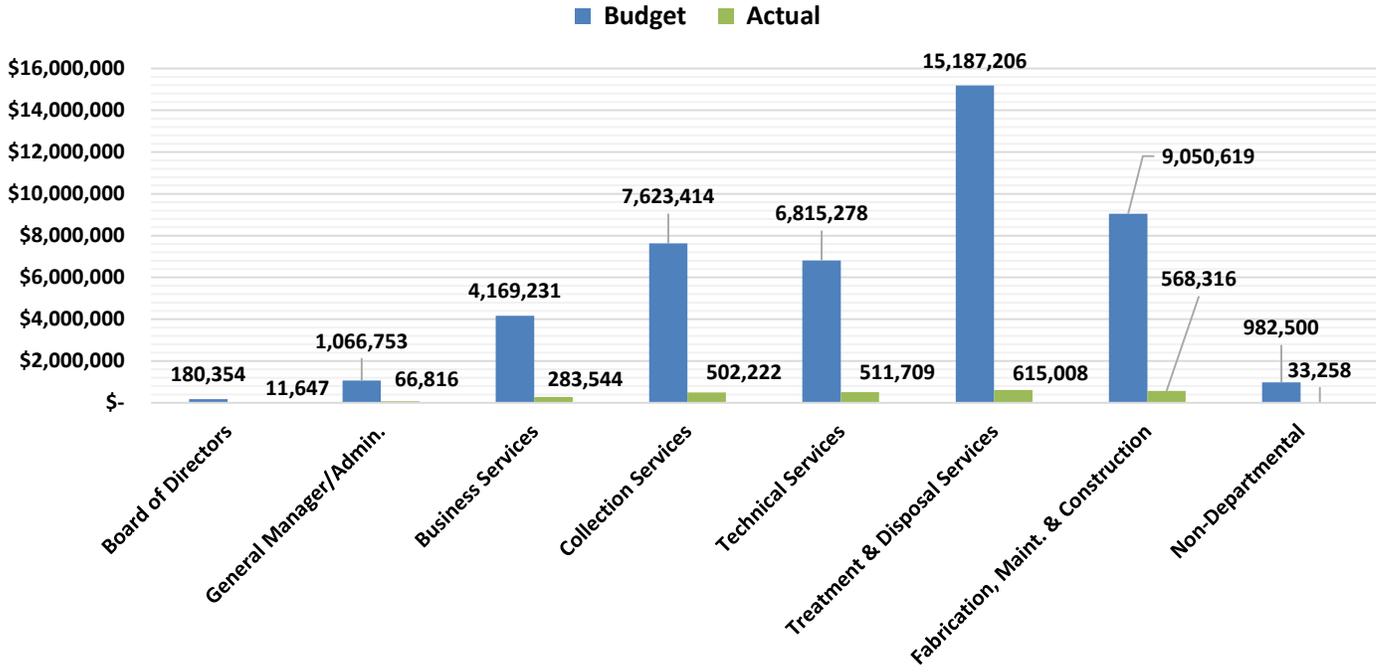
## Total Expenses

■ Budget ■ Actual

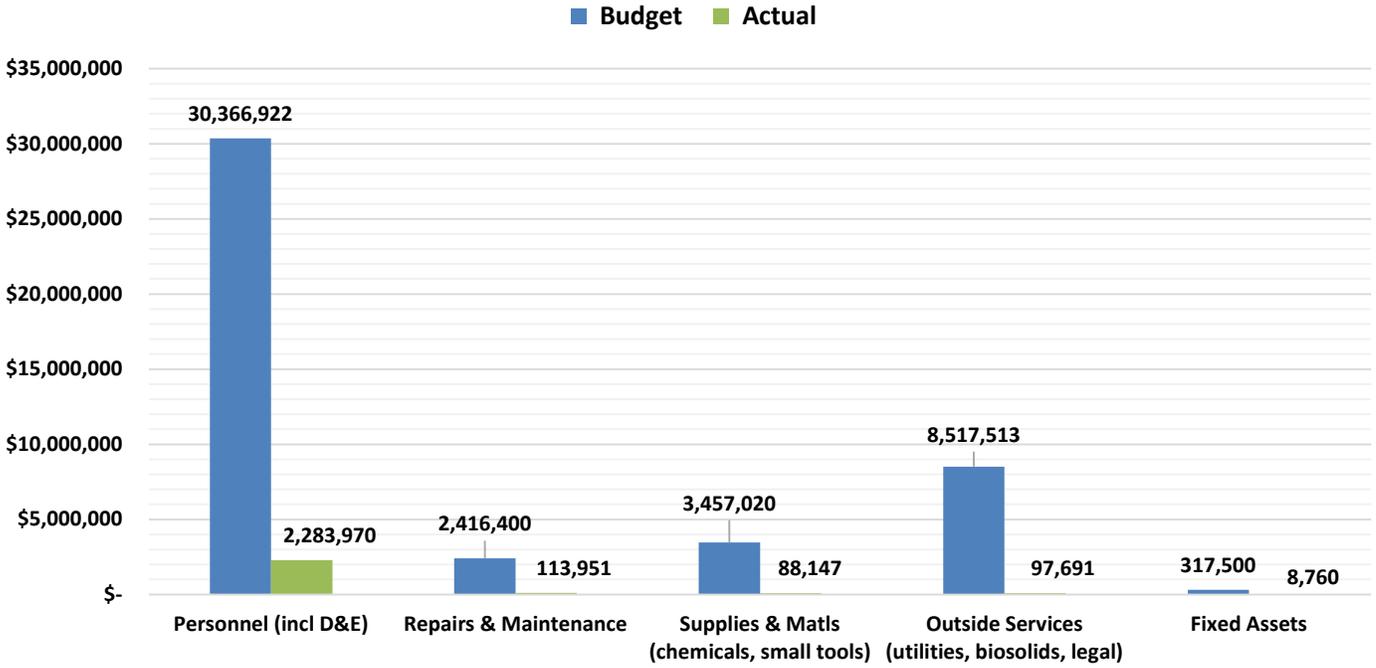


**REVENUES AND EXPENSES REPORT**  
as of 7/31/20

### Operating Expenses by Work Group



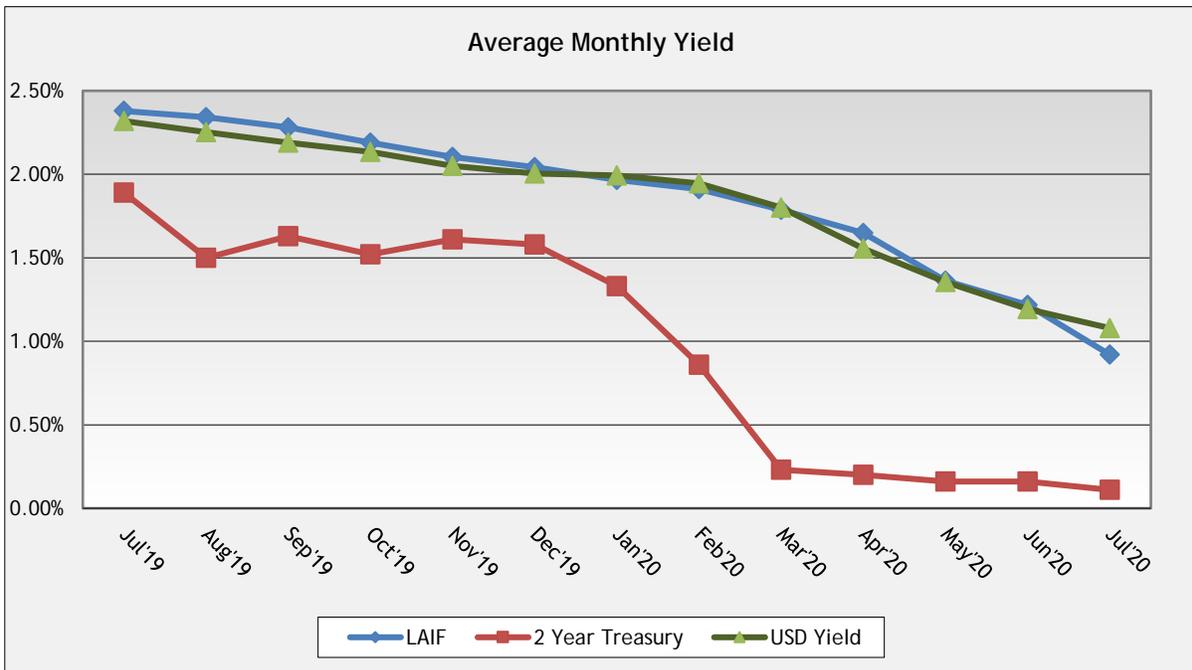
### Operating Expenses by Type



**Business Services Group  
July 2020**

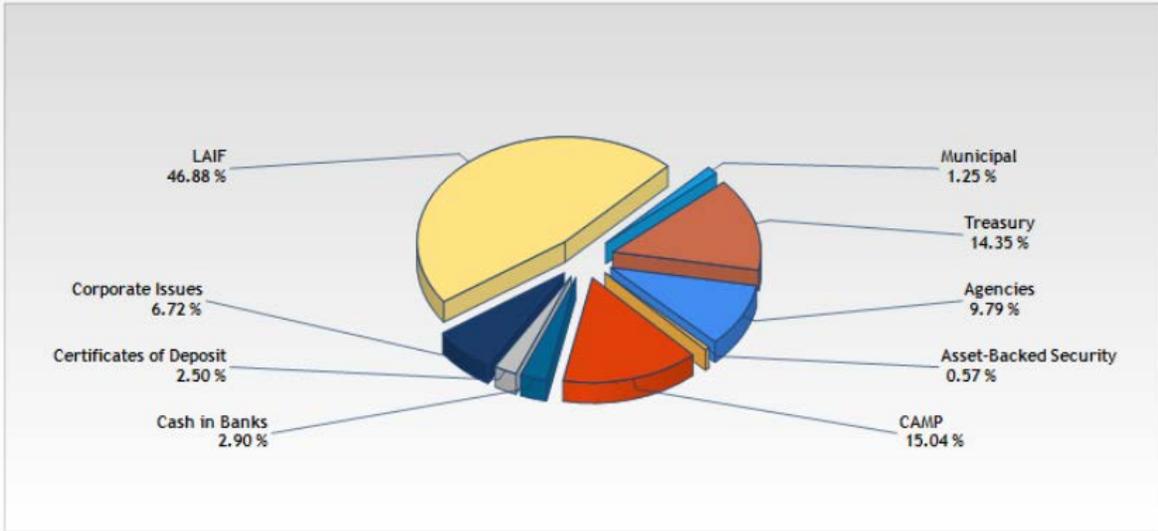
- Continuing year-end checklists

**Performance Measures for the USD Investment Portfolio**

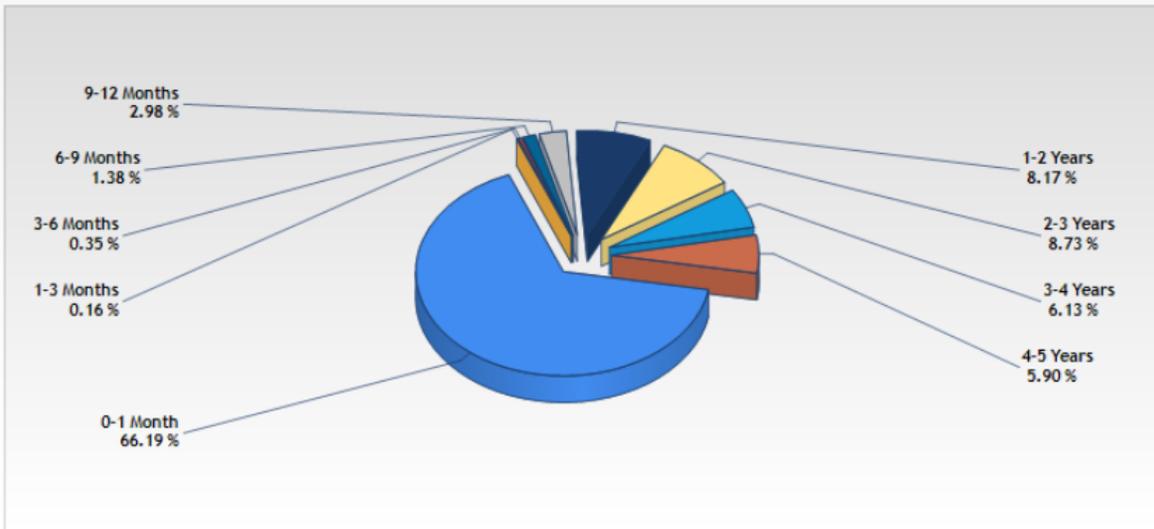


	Mar'20	Apr'20	May'20	Jun'20	Jul'20
<b>LAIF</b>	<b>1.79%</b>	<b>1.65%</b>	<b>1.36%</b>	<b>1.22%</b>	<b>0.92%</b>
<b>2 Year Treasury</b>	<b>0.23%</b>	<b>0.20%</b>	<b>0.16%</b>	<b>0.16%</b>	<b>0.11%</b>
<b>USD Yield</b>	<b>1.80%</b>	<b>1.55%</b>	<b>1.35%</b>	<b>1.19%</b>	<b>1.08%</b>

Portfolio Holdings Distribution by Asset Class



Portfolio Holdings Distribution by Maturity Range



Maturity Range	Face Amount/Shares	YTM @ Cost	Cost Value	Days To Maturity	% of Portfolio	Market Value	Book Value	Duration To Maturity
0-1 Month	105,529,965.53	0.788	105,721,110.81	1	66.19	105,535,065.53	105,532,906.23	0.00
1-3 Months	248,000.00	1.500	248,000.00	87	0.16	248,784.30	248,000.00	0.24
3-6 Months	555,000.00	1.649	560,521.32	111	0.35	559,130.79	556,672.50	0.30
6-9 Months	2,200,000.00	1.982	2,208,886.72	200	1.38	2,225,887.24	2,203,546.98	0.54
9-12 Months	4,779,000.00	1.436	4,755,735.44	313	2.98	4,812,245.81	4,770,139.51	0.85
1-2 Years	12,988,000.00	1.679	13,050,686.81	593	8.17	13,330,661.27	13,027,314.21	1.60
2-3 Years	14,045,000.00	1.738	13,942,097.20	992	8.73	14,532,206.24	13,987,544.06	2.67
3-4 Years	9,845,000.00	2.034	9,796,149.13	1,295	6.13	10,450,450.48	9,824,901.68	3.43
4-5 Years	9,404,000.00	1.103	9,429,690.56	1,677	5.90	9,631,427.74	9,425,706.85	4.47
<b>TOTAL / AVERAGE</b>	<b>159,593,965.53</b>	<b>1.079</b>	<b>159,712,877.99</b>	<b>327</b>	<b>100</b>	<b>161,325,859.40</b>	<b>159,576,732.02</b>	<b>0.87</b>

Union Sanitary District  
 Portfolio Holdings  
 Board Report - Holdings  
 Report Format: By Transaction  
 Group By: Asset Class  
 Average By: Cost Value  
 Portfolio / Report Group: All Portfolios  
 As of 7/31/2020

Description	CUSIP/Ticker	Credit Rating 1	Settlement Date	Face Amount/Shares	Cost Value	Coupon Rate	Market Value	YTM @ Cost	Next Call Date	Maturity Date	% of Portfolio
<b>Agencies</b>											
FFCB 0.23 6/9/2022	3133ELH64	S&P-AA+	6/9/2020	1,635,000.00	1,631,730.00	0.230	1,635,016.35	0.330		6/9/2022	1.02
FFCB 1.15 4/9/2025-20	3133ELWC4	S&P-AA+	4/14/2020	1,620,000.00	1,620,000.00	1.150	1,620,923.40	1.150	10/9/2020	4/9/2025	1.01
FHLB 0.5 4/14/2025	3130AJHU6	None	4/16/2020	560,000.00	557,222.40	0.500	562,598.40	0.601		4/14/2025	0.35
FHLB 1.375 2/17/2023	3130AJ7E3	None	2/21/2020	775,000.00	773,574.00	1.375	798,095.00	1.438		2/17/2023	0.48
FHLB 2 10/26/2021-19	3130AB3D6	None	4/26/2017	1,000,000.00	1,000,000.00	2.000	1,023,080.00	2.000		10/26/2021	0.63
FHLMC 0.25 6/26/2023	3137EAES4	None	6/26/2020	780,000.00	777,722.40	0.250	780,015.60	0.348		6/26/2023	0.49
FHLMC 0.375 5/5/2023	3137EAER6	S&P-AA	5/29/2020	495,000.00	495,688.05	0.375	497,034.45	0.327		5/5/2023	0.31
FHLMC 0.375 7/21/2025	3137EAEU9	None	7/23/2020	525,000.00	522,385.50	0.375	524,270.25	0.476		7/21/2025	0.33
FHLMC 1.1 4/28/2025-20	3134GVNJ3	Moodys-Aaa	4/28/2020	1,009,000.00	1,010,261.25	1.100	1,010,634.58	1.074	10/28/2020	4/28/2025	0.63
FHLMC 1.5 2/12/2025	3137EAEP0	None	2/14/2020	1,035,000.00	1,034,203.05	1.500	1,087,246.80	1.516		2/12/2025	0.65
FNMA 0.25 5/22/2023	3135G04Q3	None	5/22/2020	865,000.00	862,396.35	0.250	865,493.05	0.351		5/22/2023	0.54
FNMA 0.25 7/10/2023	3135G05G4	None	7/10/2020	1,095,000.00	1,092,645.75	0.250	1,095,054.75	0.322		7/10/2023	0.68
FNMA 0.5 6/17/2025	3135G04Z3	None	6/19/2020	865,000.00	863,209.45	0.500	869,255.80	0.542		6/17/2025	0.54
FNMA 0.625 4/22/2025	3135G03U5	None	4/24/2020	875,000.00	873,197.50	0.625	884,135.00	0.667		4/22/2025	0.55
FNMA 0.625 4/22/2025	3135G03U5	None	4/28/2020	125,000.00	124,763.75	0.625	126,305.00	0.664		4/22/2025	0.08
FNMA 1.625 1/7/2025	3135G0X24	S&P-AA+	3/5/2020	395,000.00	409,690.05	1.625	416,661.80	0.839		1/7/2025	0.26
FNMA 1.625 10/15/2024	3135G0W66	Fitch-AAA	11/25/2019	1,000,000.00	997,860.00	1.625	1,054,480.00	1.671		10/15/2024	0.62
FNMA 1.875 4/5/2022	3135G0T45	S&P-AA+	3/16/2020	970,000.00	993,619.50	1.875	997,848.70	0.678		4/5/2022	0.62
<b>Sub Total / Average Agencies</b>				<b>15,624,000.00</b>	<b>15,640,169.00</b>	<b>0.928</b>	<b>15,848,148.93</b>	<b>0.873</b>			<b>9.79</b>
<b>Asset-Backed Security</b>											
Carmax Auto Owner Trust 1.89 12/16/2024	14315XAC2	S&P-AAA	1/22/2020	185,000.00	184,963.70	1.890	190,759.11	1.895		12/16/2024	0.12
	43813RAC1	None	2/26/2020	305,000.00	304,940.22	1.610	312,593.37	1.615	5/21/2023	4/22/2024	0.19

Description	CUSIP/Ticker	Credit Rating 1	Settlement Date	Face Amount/Shares	Cost Value	Coupon Rate	Market Value	YTM @ Cost	Next Call Date	Maturity Date	% of Portfolio
Honda Auto Receivables 2020-1 1.61 4/22/2024-23											
Toyota Auto Receivables 2020-A A3 1.66 5/15/2024	89232HAC9	None	2/12/2020	415,000.00	414,970.04	1.660	425,140.86	1.662		5/15/2024	0.26
<b>Sub Total / Average Asset-Backed Security</b>				<b>905,000.00</b>	<b>904,873.96</b>	<b>1.690</b>	<b>928,493.34</b>	<b>1.694</b>			<b>0.57</b>
<b>CAMP</b>											
CAMP LGIP	LGIP4000	None	5/31/2011	24,025,423.57	24,025,423.57	0.370	24,025,423.57	0.370	N/A	N/A	15.04
<b>Sub Total / Average CAMP</b>				<b>24,025,423.57</b>	<b>24,025,423.57</b>	<b>0.370</b>	<b>24,025,423.57</b>	<b>0.370</b>			<b>15.04</b>
<b>Cash in Banks</b>											
Union Bank Cash	LGIPUNIONBANK	None	12/31/2016	4,635,893.29	4,635,893.29	0.010	4,635,893.29	0.010	N/A	N/A	2.90
<b>Sub Total / Average Cash in Banks</b>				<b>4,635,893.29</b>	<b>4,635,893.29</b>	<b>0.010</b>	<b>4,635,893.29</b>	<b>0.010</b>			<b>2.90</b>
<b>Certificates of Deposit</b>											
American Expr Centurion 2.45 4/5/2022	02587DN38	None	4/5/2017	247,000.00	247,000.00	2.450	256,132.36	2.450		4/5/2022	0.15
Belmont Savings Bank 2.15 3/22/2022	080515BV0	None	3/20/2017	248,000.00	248,000.00	2.150	255,621.14	2.150		3/22/2022	0.16
BMW Bank 2.15 3/10/2022	05580AGR9	None	3/10/2017	247,000.00	247,000.00	2.150	254,451.17	2.150		3/10/2022	0.15
Capital One Bank 1.5 10/26/2020	140420L99	None	10/26/2016	248,000.00	248,000.00	1.500	248,784.30	1.500		10/26/2020	0.16
Credit Agricole CIB NY 2.83 4/2/2021	22535CDU2	None	4/4/2019	575,000.00	575,000.00	2.830	584,897.24	2.830		4/2/2021	0.36
Discover Bank 2.25 12/29/2021	254672Y36	None	12/29/2016	247,000.00	247,000.00	2.250	253,667.49	2.250		12/29/2021	0.15
DNB Nor Bank ASA 2.04 12/2/2022	23341VZT1	NR	12/6/2019	430,000.00	430,000.00	2.040	448,881.69	2.040		12/2/2022	0.27
Ponce De Leon Federal Bank 1.85 5/28/2021	732333AJ8	None	5/31/2017	249,000.00	249,000.00	1.850	252,222.51	1.850		5/28/2021	0.16
Societe Generale NY 1.8 2/14/2022	83369XDL9	None	2/19/2020	570,000.00	570,000.00	1.800	583,185.13	1.800		2/14/2022	0.36
State Bank of India 2.25 1/26/2022	8562846A7	None	1/26/2017	247,000.00	247,000.00	2.250	254,112.07	2.250		1/26/2022	0.15
Sumitomo Mitsui Bank NY 0.7 7/8/2022	86565CKU2	None	7/14/2020	435,000.00	435,000.00	0.700	439,217.98	0.700		7/8/2022	0.27

Description	CUSIP/Ticker	Credit Rating 1	Settlement Date	Face Amount/Shares	Cost Value	Coupon Rate	Market Value	YTM @ Cost	Next Call Date	Maturity Date	% of Portfolio
Synchrony Bank 2.3 2/24/2022	87165ELT2	None	2/28/2017	247,000.00	247,000.00	2.300	254,773.83	2.300		2/24/2022	0.15
<b>Sub Total / Average Certificates of Deposit</b>				<b>3,990,000.00</b>	<b>3,990,000.00</b>	<b>2.009</b>	<b>4,085,946.91</b>	<b>2.009</b>			<b>2.50</b>
<b>Corporate Issues</b>											
Amazon.com Inc. 2.4 2/22/2023	023135AW6	Fitch-A+	4/15/2019	675,000.00	668,499.75	2.400	709,364.25	2.664		2/22/2023	0.42
American Express Credit 2.7 3/3/2022	0258M0EG0	Moodys-A2	5/15/2017	1,000,000.00	1,013,279.67	2.700	1,036,210.00	2.406		3/3/2022	0.63
American Honda Finance 1.95 5/10/2023	02665WDH1	None	1/10/2020	415,000.00	414,846.45	1.950	430,620.60	1.962		5/10/2023	0.26
Apple Inc 0.75 5/11/2023	037833DV9	S&P-AA+	5/11/2020	325,000.00	324,116.00	0.750	328,685.50	0.842		5/11/2023	0.20
Bank of America Corp 4.1 7/24/2023	06053FAA7	Fitch-A	3/22/2019	500,000.00	520,405.00	4.100	552,350.00	3.087		7/24/2023	0.33
BB&T Corporation 3.05 6/20/2022-22	05531FBG7	Fitch-A+	3/22/2019	525,000.00	525,714.00	3.050	550,000.50	3.006	5/20/2022	6/20/2022	0.33
Chevron Corp 2.1 5/16/2021	166764BG4	Moodys-Aa2	5/10/2017	1,000,000.00	999,500.00	2.100	1,012,190.00	2.113		5/16/2021	0.63
Exxon Mobil Corporation 2.726 3/1/2023	30231GAR3	Moodys-Aaa	6/14/2019	985,000.00	1,001,400.25	2.726	1,041,036.65	2.256		3/1/2023	0.63
HSBC 4.875 8/24/2020	4042Q1AE7	Moodys-A1	5/17/2016	2,000,000.00	2,191,145.28	4.875	2,005,100.00	2.500		8/24/2020	1.37
JPMorgan Chase & Co 2.7 5/18/2023-23	46625HRL6	Fitch-A+	3/22/2019	525,000.00	517,970.25	2.700	555,292.50	3.045	3/18/2023	5/18/2023	0.32
Paccar Financial Corp 2.65 5/10/2022	69371RP83	None	5/10/2019	580,000.00	579,686.80	2.650	603,652.40	2.669		5/10/2022	0.36
State Street Corp 1.95 5/19/2021	857477AV5	Fitch-AA-	3/22/2019	530,000.00	520,566.00	1.950	537,213.30	2.805		5/19/2021	0.33
Toyota Motor Credit Corp 1.8 2/13/2025	89236TGT6	S&P-AA-	5/26/2020	180,000.00	181,758.60	1.800	188,402.40	1.584		2/13/2025	0.11
Toyota Motor Credit Corp 1.8 2/13/2025	89236TGT6	S&P-AA-	5/26/2020	250,000.00	252,442.50	1.800	261,670.00	1.584		2/13/2025	0.16
Wal-Mart Stores Inc 2.55 4/11/2023-23	931142DH3	S&P-AA	5/26/2020	965,000.00	1,015,701.10	2.550	1,015,286.15	0.701	1/11/2023	4/11/2023	0.64
<b>Sub Total / Average Corporate Issues</b>				<b>10,455,000.00</b>	<b>10,727,031.65</b>	<b>2.980</b>	<b>10,827,074.25</b>	<b>2.268</b>			<b>6.72</b>
<b>LAIF</b>											
LAIF LGIP	LGIP1002	None	4/30/2011	74,868,648.67	74,868,648.67	0.920	74,868,648.67	0.920	N/A	N/A	46.88
<b>Sub Total / Average LAIF</b>				<b>74,868,648.67</b>	<b>74,868,648.67</b>	<b>0.920</b>	<b>74,868,648.67</b>	<b>0.920</b>			<b>46.88</b>

Description	CUSIP/Ticker	Credit Rating 1	Settlement Date	Face Amount/Shares	Cost Value	Coupon Rate	Market Value	YTM @ Cost	Next Call Date	Maturity Date	% of Portfolio
<b>Municipal</b>											
City of Riverside CA 2.125 6/1/2021	769036BA1	S&P-AA-	6/1/2017	500,000.00	500,000.00	2.125	506,465.00	2.125		6/1/2021	0.31
State of California 2.152 4/1/2022	13063DAD0	Moodys-Aa3	4/27/2017	1,000,000.00	1,010,000.00	2.152	1,031,430.00	1.938		4/1/2022	0.63
Victor Valley College General Obligation Bond 2.35	92603PER9	Moodys-Aa2	12/28/2016	500,000.00	490,150.00	2.350	506,215.00	2.811		8/1/2021	0.31
<b>Sub Total / Average Municipal</b>				<b>2,000,000.00</b>	<b>2,000,150.00</b>	<b>2.194</b>	<b>2,044,110.00</b>	<b>2.199</b>			<b>1.25</b>
<b>Treasury</b>											
T-Bill 0 6/17/2021	9127963H0	S&P-A1+	6/24/2020	2,000,000.00	1,996,519.44	0.000	1,997,940.00	0.178		6/17/2021	1.25
T-Note 1.25 7/31/2023	912828S92	Fitch-AAA	4/2/2019	1,035,000.00	990,365.62	1.250	1,069,889.85	2.302		7/31/2023	0.62
T-Note 1.375 6/30/2023	912828S35	Fitch-AAA	3/20/2019	2,000,000.00	1,914,609.38	1.375	2,072,820.00	2.431		6/30/2023	1.20
T-Note 1.375 9/30/2023	912828T26	Fitch-AAA	3/20/2019	2,000,000.00	1,909,531.25	1.375	2,078,760.00	2.436		9/30/2023	1.20
T-Note 1.5 3/31/2023	912828Q29	Fitch-AAA	3/20/2019	175,000.00	168,799.81	1.500	181,440.00	2.428		3/31/2023	0.11
T-Note 1.75 11/30/2021	912828U65	S&P-AA+	6/16/2020	550,000.00	562,396.49	1.750	561,797.50	0.199		11/30/2021	0.35
T-Note 1.75 7/15/2022	9128287C8	Fitch-AAA	7/31/2019	1,000,000.00	998,789.06	1.750	1,031,720.00	1.792		7/15/2022	0.63
T-Note 1.75 9/30/2022	912828L57	Fitch-AAA	3/20/2019	835,000.00	816,016.80	1.750	864,358.60	2.426		9/30/2022	0.51
T-Note 1.875 2/28/2022	912828W55	Fitch-AAA	4/2/2019	485,000.00	479,259.57	1.875	498,376.30	2.298		2/28/2022	0.30
T-Note 1.875 8/31/2024	912828U3	Fitch-AAA	9/3/2019	780,000.00	797,732.81	1.875	834,085.20	1.402		8/31/2024	0.50
T-Note 2 4/30/2024	912828X70	Fitch-AAA	6/7/2019	960,000.00	964,875.00	2.000	1,026,153.60	1.891		4/30/2024	0.60
T-Note 2 6/30/2024	912828XX3	Fitch-AAA	7/3/2019	500,000.00	505,156.25	2.000	535,725.00	1.783		6/30/2024	0.32
T-Note 2.125 1/31/2021	912828B58	Fitch-AAA	10/28/2019	1,625,000.00	1,633,886.72	2.125	1,640,990.00	1.683		1/31/2021	1.02
T-Note 2.125 12/31/2022	912828N30	Fitch-AAA	3/20/2019	1,170,000.00	1,157,340.24	2.125	1,226,487.60	2.426		12/31/2022	0.72
T-Note 2.125 2/29/2024	912828W48	Fitch-AAA	3/20/2019	2,000,000.00	1,970,625.00	2.125	2,141,260.00	2.442		2/29/2024	1.23
T-Note 2.125 3/31/2024	912828W71	S&P-AA+	3/2/2020	1,220,000.00	1,282,525.00	2.125	1,307,876.60	0.844		3/31/2024	0.80
T-Note 2.125 6/30/2022	912828XG0	Fitch-AAA	3/20/2019	710,000.00	703,454.69	2.125	737,122.00	2.418		6/30/2022	0.44
T-Note 2.125 7/31/2024	9128282N9	Fitch-AAA	8/29/2019	445,000.00	460,557.62	2.125	479,661.05	1.388		7/31/2024	0.29
T-Note 2.25 12/31/2023	912828V23	Fitch-AAA	3/20/2019	2,000,000.00	1,982,968.75	2.250	2,143,280.00	2.439		12/31/2023	1.24
T-Note 2.625 11/15/2020	912828PC8	Fitch-AAA	11/15/2019	418,000.00	422,065.70	2.625	420,959.44	1.640		11/15/2020	0.26
T-Note 2.75 11/30/2020	9128285Q9	Fitch-AAA	11/29/2019	137,000.00	138,455.62	2.750	138,171.35	1.677		11/30/2020	0.09
T-Note 2.75 8/15/2021	9128284W7	Fitch-AAA	10/28/2019	1,045,000.00	1,064,757.03	2.750	1,073,246.35	1.678		8/15/2021	0.67
<b>Sub Total / Average Treasury</b>				<b>23,090,000.00</b>	<b>22,920,687.85</b>	<b>1.764</b>	<b>24,062,120.44</b>	<b>1.855</b>			<b>14.35</b>

Description	CUSIP/Ticker	Credit Rating 1	Settlement Date	Face Amount/Shares	Cost Value	Coupon Rate	Market Value	YTM @ Cost	Next Call Date	Maturity Date	% of Portfolio
<b>Total / Average</b>				<b>159,593,965.53</b>	<b>159,712,877.99</b>	<b>1.119</b>	<b>161,325,859.40</b>	<b>1.079</b>			<b>100</b>

All investment actions executed since the last report have been made in full compliance with the District's Investment Policy. The District will meet its expenditure obligations for the next six months. Market value sources are the LAIF, CAMP, and BNY Mellon monthly statements. Broker/Dealers utilized per USD Investment Policy and at the discretion of investment portfolio advisor.

Reviewer:

Approver:

Union Sanitary District  
 Transactions Summary  
 Board Report - Activity  
 Group By: Action  
 Portfolio / Report Group: All Portfolios  
 Begin Date: 06/30/2020, End Date: 07/31/2020

Description	CUSIP/Ticker	Face Amount/Shares	Principal	Interest/Dividends	Coupon Rate	YTM @ Cost	Settlement Date	Total
<b>Buy</b>								
FHLMC 0.375 7/21/2025	3137EAEU9	525,000.00	522,385.50	0.00	0.375	0.476	7/23/2020	522,385.50
FNMA 0.25 7/10/2023	3135G05G4	1,095,000.00	1,092,645.75	0.00	0.250	0.322	7/10/2020	1,092,645.75
Sumitomo Mitsui Bank NY 0.7 7/8/2022	86565CKU2	435,000.00	435,000.00	0.00	0.700	0.700	7/14/2020	435,000.00
<b>Sub Total / Average Buy</b>		<b>2,055,000.00</b>	<b>2,050,031.25</b>	<b>0.00</b>				<b>2,050,031.25</b>
<b>Deposit</b>								
CAMP LGIP	LGIP4000	11,349.35	11,349.35	0.00	N/A	0.000	7/31/2020	11,349.35
LAIF LGIP	LGIP1002	12,000,000.00	12,000,000.00	0.00	N/A	0.000	7/27/2020	12,000,000.00
LAIF LGIP	LGIP1002	17,949.16	17,949.16	0.00	N/A	0.000	7/15/2020	17,949.16
LAIF LGIP	LGIP1002	220,469.31	220,469.31	0.00	N/A	0.000	7/15/2020	220,469.31
Union Bank Cash	LGIPUNIONBANK	4,635,893.29	4,635,893.29	0.00	N/A	0.000	7/31/2020	4,635,893.29
<b>Sub Total / Average Deposit</b>		<b>16,885,661.11</b>	<b>16,885,661.11</b>	<b>0.00</b>				<b>16,885,661.11</b>
<b>Interest</b>								
Bank of America Corp 4.1 7/24/2023	06053FAA7	0.00	0.00	10,250.00	4.100	0.000	7/24/2020	10,250.00
CAMP LGIP	LGIP4000	0.00	0.00	11,349.35	N/A	0.000	7/31/2020	11,349.35
Carmax Auto Owner Trust 1.89 12/16/2024	14315XAC2	0.00	0.00	291.38	1.890	0.000	7/15/2020	291.38
FNMA 1.625 1/7/2025	3135G0X24	0.00	0.00	3,155.89	1.625	0.000	7/7/2020	3,155.89
Honda Auto Receivables 2020-1 1.61 4/22/2024-23	43813RAC1	0.00	0.00	409.21	1.610	0.000	7/21/2020	409.21
LAIF LGIP	LGIP1002	0.00	0.00	220,469.31	N/A	0.000	7/15/2020	220,469.31
LAIF LGIP	LGIP1002	0.00	0.00	17,949.16	N/A	0.000	7/15/2020	17,949.16
Ponce De Leon Federal Bank 1.85 5/28/2021	732333AJ8	0.00	0.00	391.24	1.850	0.000	7/31/2020	391.24
State Bank of India 2.25 1/26/2022	8562846A7	0.00	0.00	2,771.14	2.250	0.000	7/27/2020	2,771.14
T-Note 1.25 7/31/2023	912828S92	0.00	0.00	6,468.75	1.250	0.000	7/31/2020	6,468.75
T-Note 1.75 7/15/2022	9128287C8	0.00	0.00	8,750.00	1.750	0.000	7/15/2020	8,750.00

Description	CUSIP/Ticker	Face Amount/Shares	Principal	Interest/Dividends	Coupon Rate	YTM @ Cost	Settlement Date	Total
T-Note 2.125 1/31/2021	912828B58	0.00	0.00	17,265.63	2.125	0.000	7/31/2020	17,265.63
T-Note 2.125 7/31/2024	9128282N9	0.00	0.00	4,728.13	2.125	0.000	7/31/2020	4,728.13
Toyota Auto Receivables 2020-A A3 1.66 5/15/2024	89232HAC9	0.00	0.00	574.08	1.660	0.000	7/15/2020	574.08
<b>Sub Total / Average Interest</b>		<b>0.00</b>	<b>0.00</b>	<b>304,823.27</b>				<b>304,823.27</b>
<b>Sell</b>								
T-Note 1.5 3/31/2023	912828Q29	1,055,000.00	1,093,243.75	4,367.01	1.500	0.000	7/10/2020	1,097,610.76
T-Note 1.75 11/30/2021	912828U65	425,000.00	434,363.28	894.13	1.750	0.000	7/14/2020	435,257.41
T-Note 2.125 11/30/2024	9128283J7	500,000.00	541,035.16	1,538.59	2.125	0.000	7/23/2020	542,573.75
<b>Sub Total / Average Sell</b>		<b>1,980,000.00</b>	<b>2,068,642.19</b>	<b>6,799.73</b>				<b>2,075,441.92</b>
<b>Withdraw</b>								
CAMP LGIP	LGIP4000	1,000,000.00	1,000,000.00	0.00	N/A	0.000	7/28/2020	1,000,000.00
CAMP LGIP	LGIP4000	2,000,000.00	2,000,000.00	0.00	N/A	0.000	7/27/2020	2,000,000.00
CAMP LGIP	LGIP4000	12,000,000.00	12,000,000.00	0.00	N/A	0.000	7/24/2020	12,000,000.00
LAIF LGIP	LGIP1002	4,000,000.00	4,000,000.00	0.00	N/A	0.000	7/22/2020	4,000,000.00
Union Bank Cash	LGIPUNIONBANK	4,408,622.72	4,408,622.72	0.00	N/A	0.000	7/30/2020	4,408,622.72
<b>Sub Total / Average Withdraw</b>		<b>23,408,622.72</b>	<b>23,408,622.72</b>	<b>0.00</b>				<b>23,408,622.72</b>

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

**For Period Ended 06/30/20**

<b>Fund Balance 03/31/20:</b>		<b>\$337,040.99</b>
<b>Revenues:</b>		
<b>Expenses:</b>		
	Quarterly Net Medical Reimbursements	(127,406.88)
<b>Transfers Out:</b>		
	6/15/20 CalPERS OPEB Trust Actuarially Determined Contrib. (ADC) (payment 4 of 4)	(227,005.50)
<b>Ending Fund Balance 06/30/20:</b>		<b>(\$17,371.39)</b>



**Market Value Summary:**

	QTD Current Period	Fiscal Year to Date
Beginning Balance	\$7,402,925.90	\$7,122,138.40
Contribution	227,005.50	908,022.00
Disbursement	0.00	0.00
Transfer In	0.00	0.00
Transfer Out	0.00	0.00
Investment Earnings	826,476.79	431,083.73
Administrative Expenses	(967.15)	(3,760.66)
Investment Expense	(707.19)	(2,749.62)
Other	0.00	0.00
Ending Balance	<u>\$8,454,733.85</u>	<u>\$8,454,733.85</u>
FY End Contrib per GASB 74 Para 22	0.00	0.00
FY End Disbursement Accrual	0.00	0.00
Grand Total	\$8,454,733.85	\$8,454,733.85

**Unit Value Summary:**

	QTD Current Period	Fiscal Year to Date
Beginning Units	454,087.431	414,255.779
Unit Purchases from Contributions	12,634.422	52,466.074
Unit Sales for Withdrawals	0.000	0.000
Unit Transfer In	0.000	0.000
Unit Transfer Out	0.000	0.000
Ending Units	<u>466,721.853</u>	<u>466,721.853</u>
Period Beginning Unit Value	16.302865	17.192611
Period Ending Unit Value	18.115145	18.115145

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

Statement of Transaction Detail for the Quarter Ending 06/30/2020

Union Sanitary District

Entity #: SKB7-6011550262



Date	Description	Amount	Unit Value	Units	Check/Wire	Notes
06/15/2020	Contribution	\$227,005.50	\$17.967225	12,634.422	WIRE 2020061500384 298	

---

Client Contact:  
CERBT4U@CalPERS.ca.gov

**MONTHLY OPERATIONS REPORT FOR THE MONTH JULY 2020**  
**TECHNICAL SUPPORT WORK GROUP SUMMARY**

**Capital Improvement Program**

**Alvarado Influent Pump Station Improvements Project** – Preparation and review of contractor’s submittals were in progress. Construction activity will resume August 3, 2020.

**Alvarado Influent Valve Box Rehabilitation Project** – Control Box No. 1 cleaning work postponed due to the shelter-in-place period pursuant to the Alameda County’s health order.

**Headworks Screens Replacement Project** – Operational testing of new Mechanical Screen No. 1 was in progress. Existing Mechanical Screen No. 2 was removed.

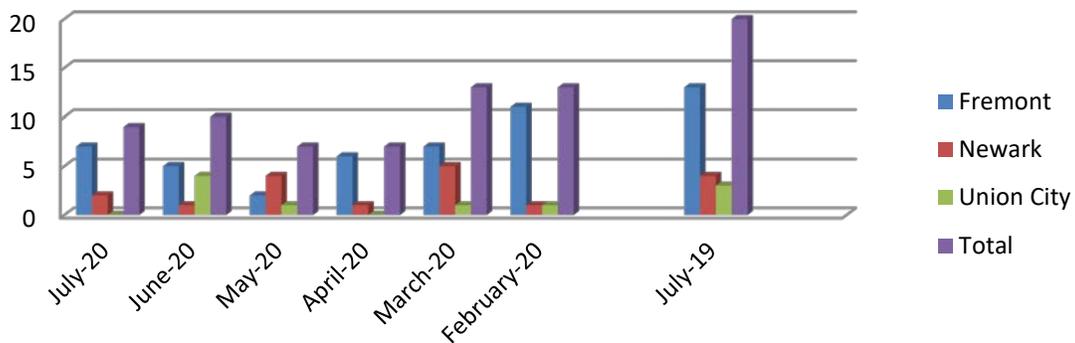
**Primary Digester No. 2 Rehabilitation Project** – Coatings and foam insulation work at Primary Digester No. 2 was in progress. Installation of the new digester gas piping on top of Primary Digester No. 2 has begun. The work at Primary Clarifier No. 6 was completed, and the clarifier was returned to service.

**Primary Digester No. 7 Project** – Concrete placements for Digester No. 7 ring footing have been completed. Steel reinforcement installation for base slab is ongoing with concrete placements to take place in August.

**Customer Service**

Trouble Calls dispatched from the Front Desk during business hours:

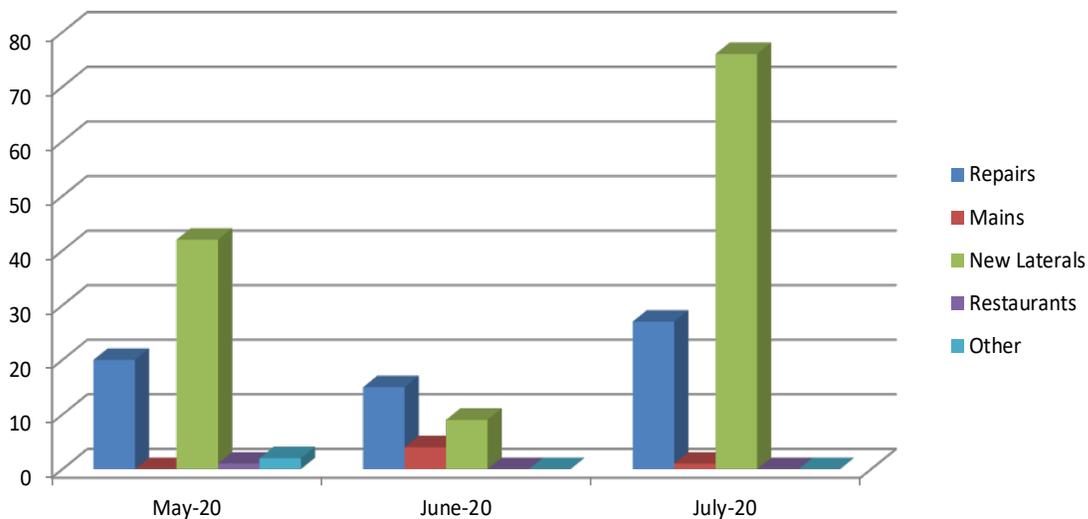
Month	Fremont	Newark	Union City	Total
July-20	7	2	0	9
June-20	5	1	4	10
May-20	2	4	1	7
April-20	6	1	0	7
March-20	7	5	1	13
February-20	11	1	1	13
July-19	13	4	3	20
6-Month Total				59



**Sewer Permits Issued**

Month	Repairs	Mains	New Laterals	Restaurants	Other
July-20	27	1	76	0	0
June-20	15	4	9	0	0
May-20	20	0	42	1	2

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



**Communication**

- Developed Fall 2020 newsletter content and layout
- Social Media posts:
  - Don't flush medicines
  - July 4<sup>th</sup> Office closures
  - Take unwanted garden chemicals to Household Hazardous Waste
  - Keep coffee grounds out of drains
- COVID response: Participated in Tri-City PIO and Regional PIO check-in conference calls to share updates

**Environmental Compliance**

**Pollution Prevention/Stormwater Programs**

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

During the past month, the EC team conducted 78 Stormwater (Urban Runoff), and 22 FOG (restaurant) inspections. During this reporting period, Inspectors identified 9 Stormwater and 1 FOG enforcement actions. Six (6) of the Stormwater enforcements resulted in administrative fines of \$100 & 200 for each violation. Zero (0) of the administrative fines were for illicit discharges.

**Urban Runoff Inspections and Enforcements**

<b>July 2020</b>	<b>No. of UR Inspections</b>	<b>VW</b>	<b>WL</b>	<b>NOV</b>	<b>AF</b>	<b>LA</b>	<b>NOD</b>	<b>Total Enforcements</b>	<b>No. of Illicit Discharge/s</b>	<b>0</b>
	78	2	0	1	6	0	0	9	<b>% Enforcement</b>	12%

**FOG Inspections and Enforcements**

<b>July 2020</b>	<b>No. of FOG Inspections</b>	<b>VW</b>	<b>WL</b>	<b>NOV</b>	<b>AF</b>	<b>LA</b>	<b>NOD</b>	<b>Total Enforcements</b>	<b>% Enforcement</b>	<b>5%</b>
	22	1	0	0	0	0	0	1		

*Enforcements:*

*VW – Verbal Warning*

*WL – Warning Letter*

*NOV – Notices of Violation*

*AF – Administrative Fine*

*LA – Legal Action*

*NOD – Notice of Deficiency*

*AO – Administrative Order*

*C&D – Cease & Desist Order*

*SNC – Significant Non-Compliance*

**Dental Inspections, School Outreach, and Plant Tours**

<b># of Dental Inspections</b>	<b># of School Outreach Events</b>	<b># of Plant Tours</b>
None	None	None

**Industrial Pretreatment**

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

**Pending Permits**

<b>New Industrial/Groundwater Permits</b>	<b>Groundwater/Temporary</b>
N7K Neuralink	FMC (Groundwater- Pending)
Rigetti Computing	
Facebook Commissary	
Estuary LLC	
Sonova	
Membrane Technology Research	

**Permits Issued**

<b>Company Name</b>	<b>Date Permit Issued</b>
Alameda County Water District (potable water permit) @ Iron Horse Lane, Fremont	6/25/2020 (terminated 7/8)

**Industrial Permit Closures**

<b>Company Name</b>	<b>Date of Closure</b>
None	

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

<b>Report Name</b>	<b>Date Report Completed and Submitted</b>
2020 Semi Annual Pretreatment Report	July 27, 2020

**Enforcement Action**

<b>IU Name &amp; Nature of Business</b>	<b>Comments</b>	<b>City</b>	<b>Parameter Violated</b>	<b>Discharge concentration (mg/L)</b>	<b>USD/Fed Limit Violated(mg/L)</b>	<b>Enforcement</b>
None						

(1) *WL – Warning Letter*

*C&D – Cease and Desist Order*

*NOV – Notices of Violation*

*SNC – Significant Non-Compliance*

*AO – Administrative Order*

*EM – Enforcement Meeting*

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

<b>Activity</b>	<b>Date of Event</b>	<b>Attendees</b>
BAPPG Steering Committee Meeting	July 27, 2020	Doug Dattawalker
SFPUC Virtual Tour	July 29, 2020	Doug Dattawalker

**Engineering/Construction**

No. of projects under construction: 5

	<b>Construction Projects</b>	<b>Capital (\$1000)</b>	<b>Scheduled Completion</b>	<b>Completed Scope</b>	<b>Completed Time</b>	<b>Comments for July 2020 Activities</b>
1.	Alvarado Influent Pump Station Improvements Project – Thomas	\$8,890	10/21	10%	38%	Submittals review in progress. Construction activity will resume August 3 <sup>rd</sup> .
2.	Alvarado Influent Valve Box Rehabilitation Project – Kevin	\$402	09/20	10%	70%	Control Box No. 1 cleaning postponed during shelter-in-place period.
3.	Headworks Screens Replacement Project – Thomas	\$1,822	11/20	65%	75%	Operational testing of new Mechanical Screen No. 1 in progress. Mechanical Screen No. 2 was removed.
4.	Primary Digester No. 2 Rehabilitation Project – Derek	\$3,058	10/20	57%	77%	Work at Primary Clarifier No. 6 was completed. Coatings, foam insulation, and digester gas piping installation on the cover of Primary Digester No. 2 in progress.
5.	Primary Digester No. 7 Project – Curtis	\$23,428	12/21	27%	28%	Concrete placements for Digester No. 7 ring footing have been completed.

**Design/Study**

No. of projects in design/study phase: 16

	<b>Design/Study Projects</b>	<b>Capital (\$1000)</b>	<b>Scheduled Completion</b>	<b>Completed Scope</b>	<b>Completed Time</b>	<b>Comments for July 2020 Activities</b>
1.	Aeration Blower No. 11 Project - Derek	\$123	06/20	100%	100%	The contract documents were finalized on July 31 <sup>st</sup> and the project is anticipated to advertise for bids on August 4 <sup>th</sup> .
2.	Cast Iron Lining/Piping Project – Phase 8 – Andrew	In House	9/20	70%	62%	90% design documents in progress.
3.	Cathodic Protection System Improvements Project - Thomas	\$87	07/20	90%	100%	100% design documents in progress.
4.	Centrifuge Building Improvements Project – Somporn	\$574	08/20	95%	100%	100% design documents in progress.
5.	Emergency Outfall Improvements Project – Andrew	\$398	08/20	98%	95%	Regional Water Quality Control Board certification letter received and easement acquisition in progress.
6.	Force Main Condition Assessment – Andrew	\$121	10/20	60%	90%	Pipe testing planned to take place during Force Main Relocation Phase 2.
7.	Force Main Corrosion Repairs Project Phase 3 – Andrew	\$60	02/19	75%	85%	Project construction is pending the completion of Force Main relocation project.
8.	Gravity Sewer Rehabilitation / Replacement Project – Phase VII – Andrew	\$176	03/20	92%	95%	100% design submittal received. Construction is scheduled for 2021.
9.	Irvington Basin Masterplan Update - Andrew	\$378	11/21	13%	24%	Board authorized Task Order No. 2 for the Capacity Assessment at the July 27 <sup>th</sup> meeting.
10.	Irvington Basin Reinforced Concrete Pipe Rehabilitation Project - Andrew	\$105	1/21	0%	0%	Board authorized agreement and predesign task order at the July 27 <sup>th</sup> meeting.
11.	Odor Control Alternatives Study – Kevin	\$465	12/20	99%	100%	Report will be finalized after the pilot testing project is completed.
12.	Odor Control Pilot Study - Somporn	\$99	12/20	45%	55%	Odor Pilot Trailer scheduled to arrive on August 10 <sup>th</sup> for installation.

	<b>Design/Study Projects</b>	<b>Capital (\$1000)</b>	<b>Scheduled Completion</b>	<b>Completed Scope</b>	<b>Completed Time</b>	<b>Comments for July 2020 Activities</b>
13.	Pump Stations Chemical System Improvements Project - Thomas	\$100	11/30	0%	0%	Board authorized agreement and predesign task order with the consultant at the July 27 <sup>th</sup> meeting.
14.	Standby Power Generation System Upgrade Project – Kevin	\$2,281	01/21	78%	78%	Review of the 90% design submittal in progress. Pre-selection bid package advertisement in progress. Bids are due on August 6 <sup>th</sup> .
15.	WAS Thickener Replacement Project – Derek	\$284	05/19	100%	100%	The preliminary design report was finalized on July 29 <sup>th</sup> .
16.	Wet Weather Flow Management – Calcium Thiosulfate Chemical Feed System – Kevin/Blake	\$70	09/20	80%	80%	90% design submittal received, and review is in progress.

## COLLECTION SERVICES ACTIVITIES REPORT JULY 2020

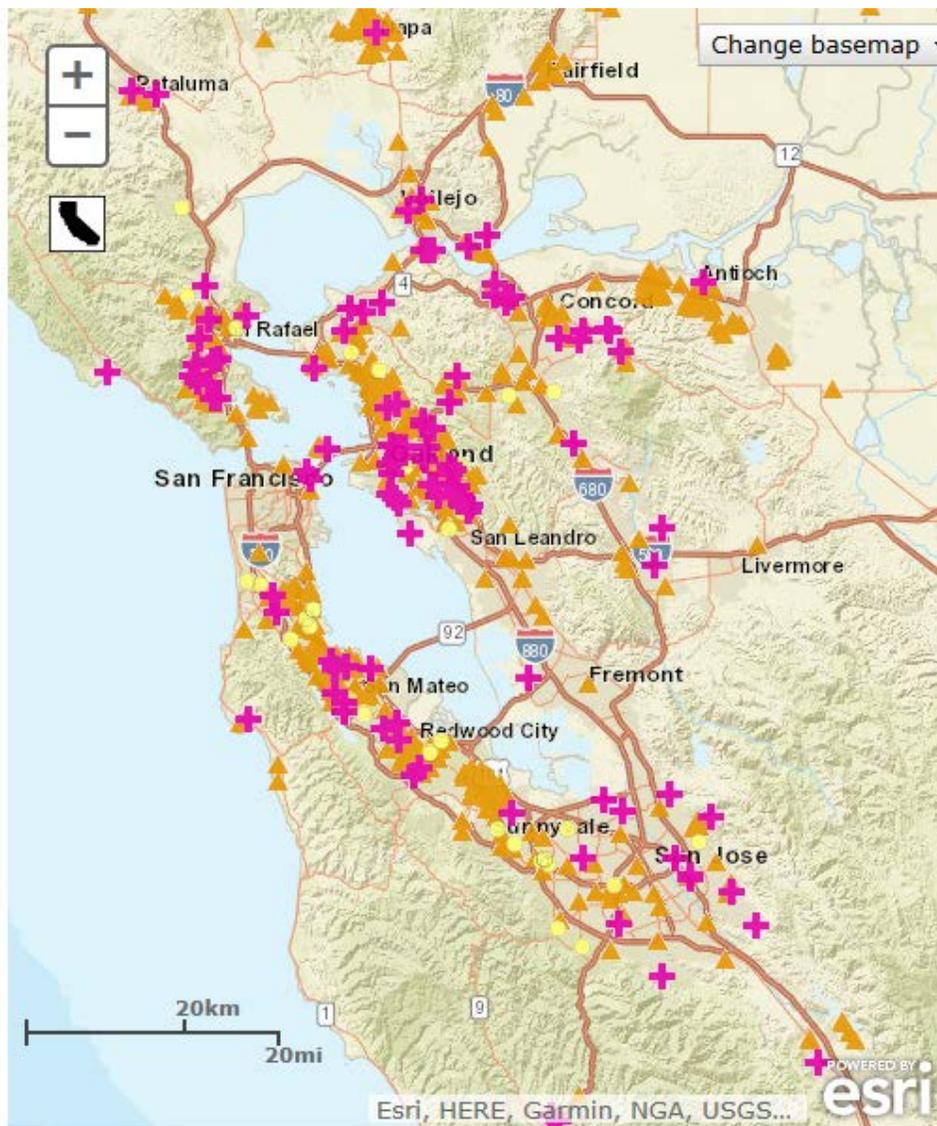
### Progress/Accomplishments

- One Minor Spill in July.
- Completed 21.5 miles of sewer main cleaning in July.
- Completed 8.5 miles of sewer main inspection in July.
- Responded to 9 service request calls in July.
- Completed a total of 21 sewer main repairs in July.

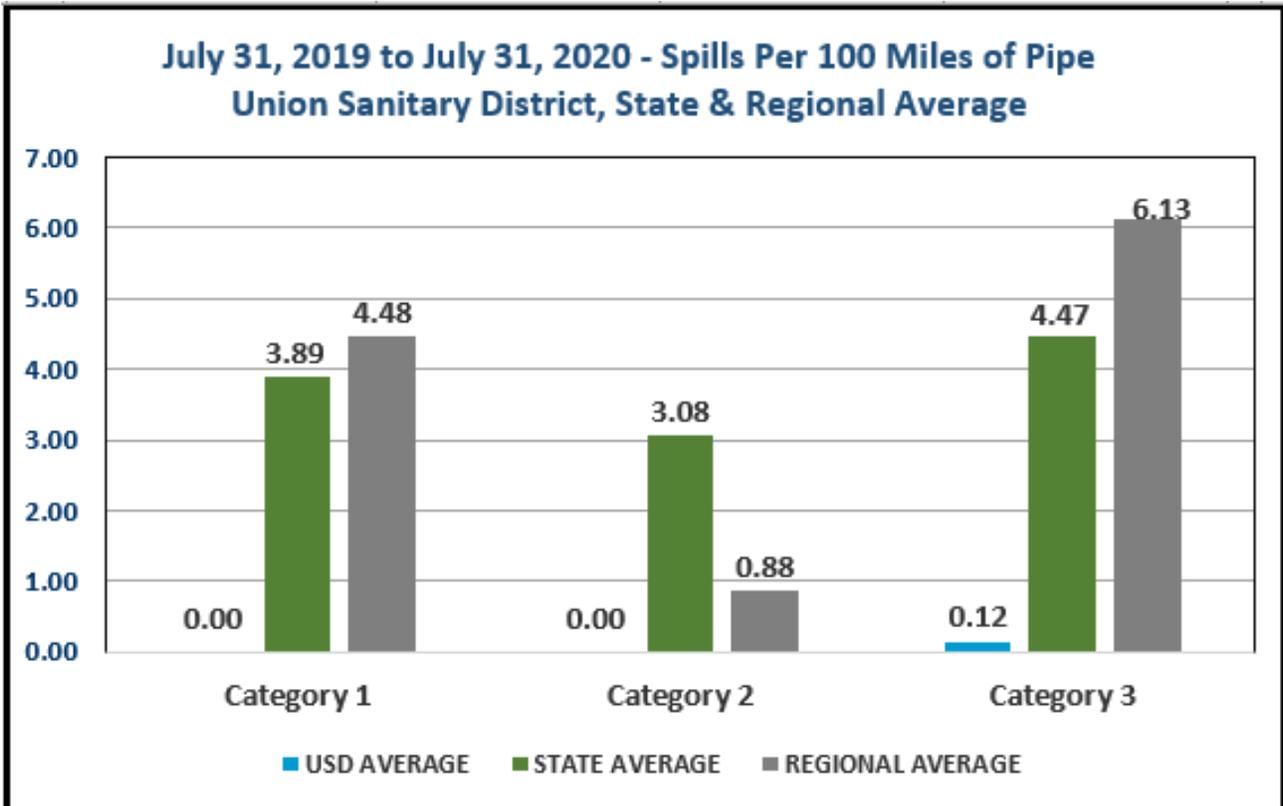
### Trainings

- Forklift Training
- Forklift Certification
- Construction Safety Protocol

### Reported Bay Area Spills July 31, 2019 to July 31, 2020



## July 31, 2019 to July 31, 2020 Spills Per 100 Miles of Pipe Union Sanitary District, State & Regional Average



### Spill Rate Statistics - July 31, 2019 to July 31, 2020 Spills per 100 Miles of Pipe

	Category 1	Category 2	Category 3
<b>USD AVERAGE</b>	0.00	0.00	0.12
<b>STATE AVERAGE</b>	3.89	3.08	4.47
<b>REGIONAL AVERAGE</b>	4.48	0.88	6.13

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

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

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

## Performance Measures

### FY21 PLAN

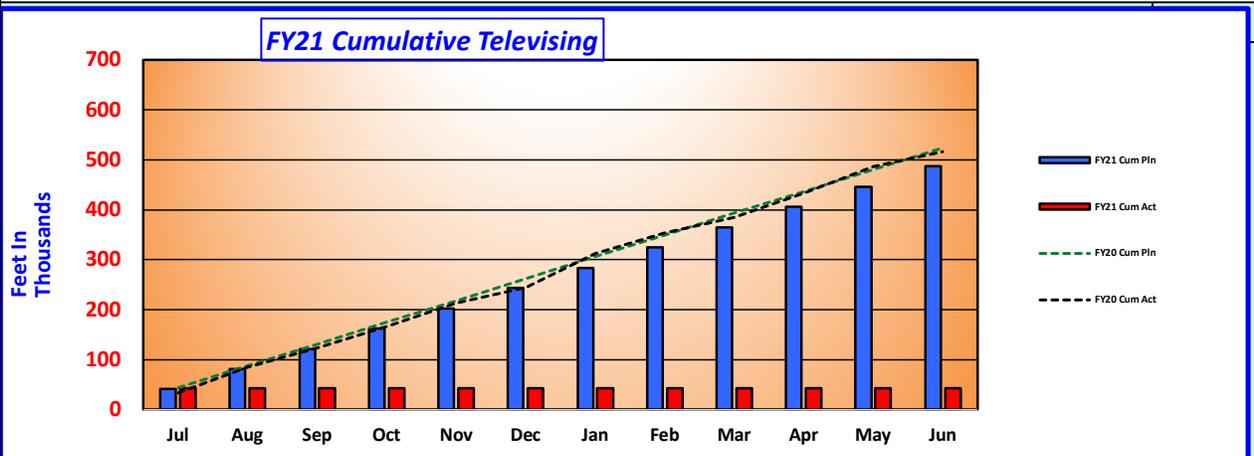


#### Cleaning Actual Footages/Costs

**July-20 Clean Cost/Ft = \$1.23**

Description	Jun-20 Footage	Jul-20 Footage	FY21 Q1 Footage	FY21 YTD Footage	FY20 Footage	FY21 YE Goal	% Cmpl to Plan
84 Month Hydro-jet Clean	0	79,422	79,422	79,422	601,992	516,751	15.4%
Selective Line Cleaning	32,126	5,921	5,921	5,921	193,383	125,737	4.7%
Special Condition Clean (NIC in total)	5,386	2,374	2,374	2,374	14,274	23,315	10.2%
Root Control/Chemical Cln	24,697	25,483	25,483	25,483	294,525	154,795	16.5%
Cast Iron Project	3,014	0	0	0	3,014	3,839	0.0%
Other Special Projects	0	0	0	0	0	0	0.0%
Spills/Stoppages	0	525	525	525	0	0	0.0%
<b>Totals</b>	<b>65,223</b>	<b>111,351</b>	<b>111,351</b>	<b>111,351</b>	<b>1,107,188</b>	<b>801,122</b>	<b>13.9%</b>

### FY21 PLAN



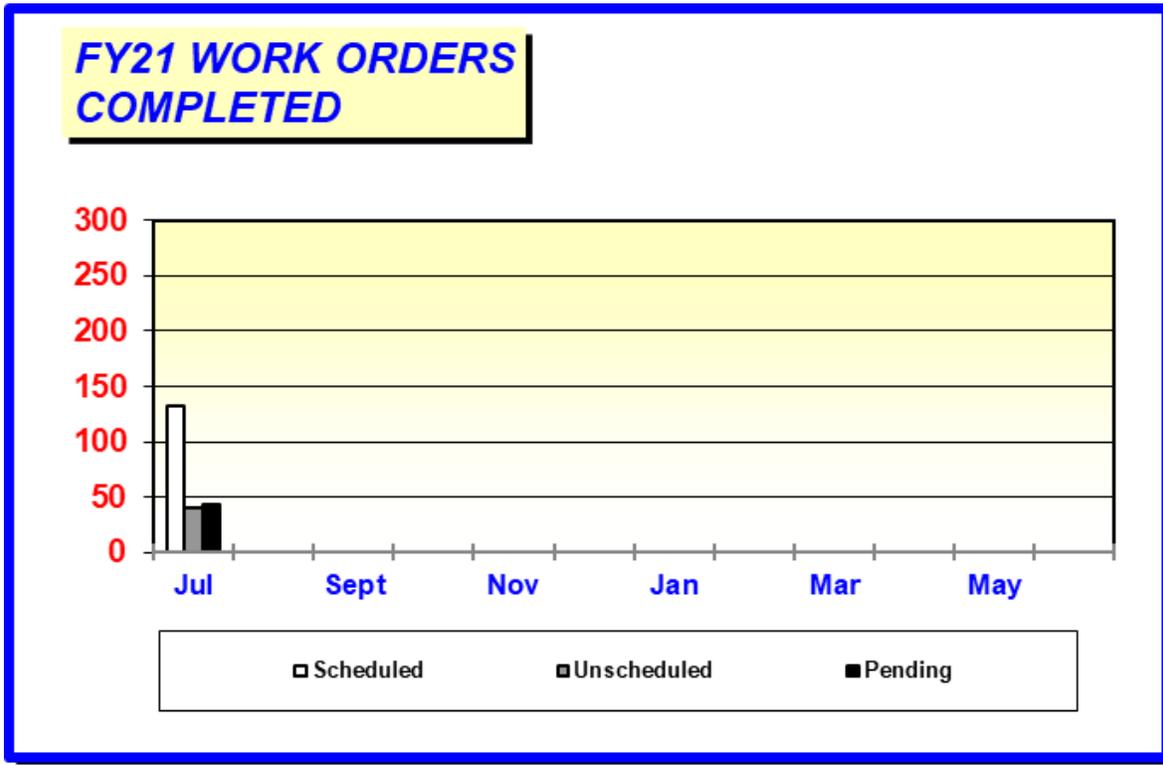
#### Televising Actual Footages/Costs

**July-20 TV Cost/Ft = \$1.90**

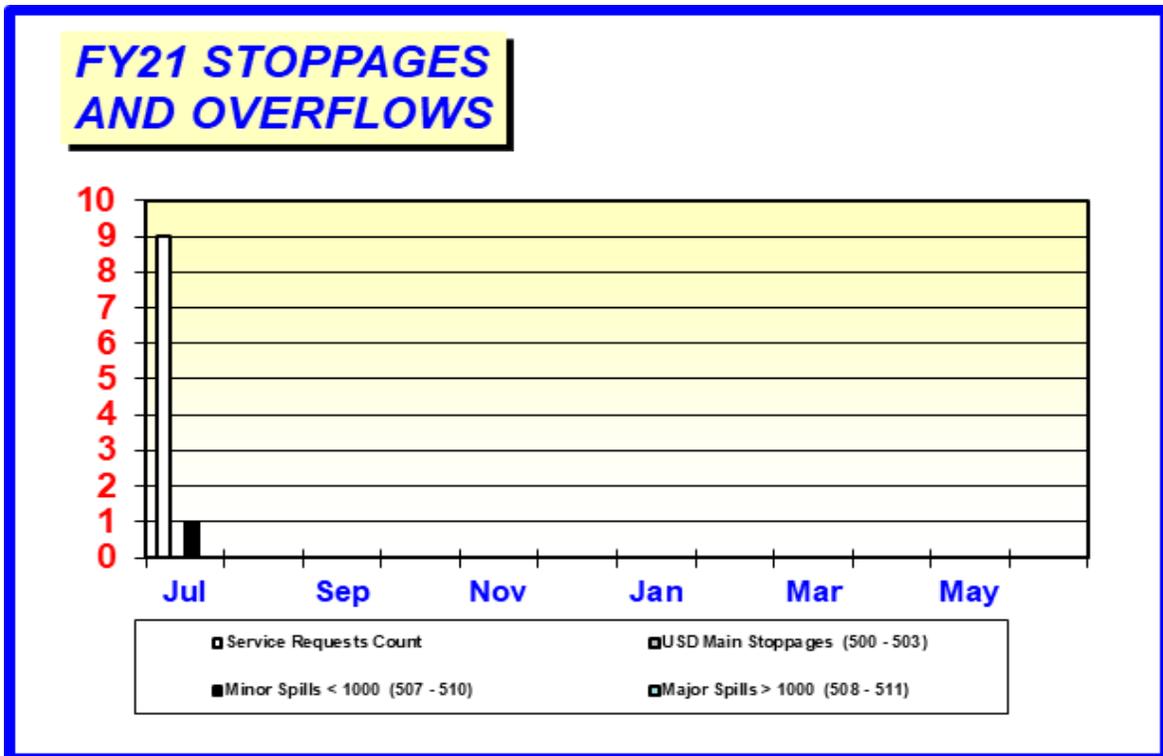
Description	Jun-20 Footage	Jul-20 Footage	FY21 Q1 Footage	FY21 YTD Footage	FY20 Footage	FY21 YE Goal	% Cmpl to Plan
84 Month TV Inspection	29,508	42,944	42,944	42,944	437,518	444,728	9.7%
Visual/Condition, Pre/Post Cnst TV (NIC in total)	0	398	398	398	11,988	20,320	2.0%
Visual Manhole Inspection Count	0	12	12	12			
New Development, CIP, Misc. (NIC in total)	362	1,725	1,725	1,725	25,504	36,120	4.8%
QA/QC Line Condition	0	0	0	0	27,829	18,861	0.0%
QA/QC Root Control	0	0	0	0	13,830	23,219	0.0%
<b>Totals</b>	<b>29,870</b>	<b>42,944</b>	<b>42,944</b>	<b>42,944</b>	<b>516,669</b>	<b>486,808</b>	<b>8.8%</b>

**Other Collection Services Status Data:**

**Support Team Work Order Status:**



**C/S Maintenance Status:**



## Fabrication, Maintenance and Construction Activities Report July 2020

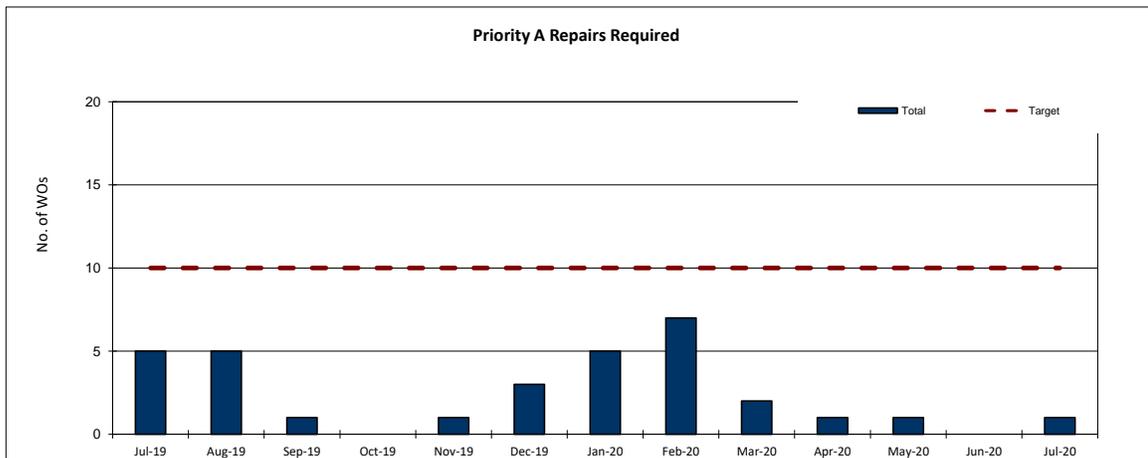
### Progress/Accomplishments

- Completed 98.86% of preventive maintenance activities for the month of July
- Completed 118 corrective maintenance work orders for the month of July
- Overhaul of Odor Scrubber 4
- Welding of supports and windows for Primary Clarifier 6
- PPLS Headgate proximity switch replacement
- Patching of cores taken from roofs at E. Blower Room and GBT Building
- Fabrication and installation of new ferrous injection point for west FM

### Future Planning

- Fabrication and installation of new Ferrous injection point for east FM
- Installation of new HDPE hypo to RAS line
- Cogen 1 2k service
- Cogen 2 4k service
- Plant shutdown for Emergency Outfall temp power, Secondary Effluent piping repair, Blower 7 IQ 1000 II relay replacement

### Performance Measurements





**Treatment & Disposal  
Activities Report  
July 2020**

**Progress/Accomplishments**

- Maintained 100% compliance with NPDES permits
- Completed 93.4% preventive maintenance activities for the month of July
- Evaluated Biosolids Reuse & Disposal IFB addendum
- Attended the 90% Standby Power Project Workshop
- Reviewed the 90% Standby Power Project design drawings and specifications
- Completed Operational Testing of Headworks Bar Screen 1
- Completed Virtual Classroom Training for the new Odor Scrubber Pilot Project Study
- Submitted the revised Wet Weather Emergency Outfall standard operating procedure to the Regional Board for review
- Prepared a response to an RFI from the City of Fremont Sustainability Department for greenhouse gas calculations
- Prepared an evaluation of impacts of brine salts and required dilution for the Cargill Brine project
- Prepared pollutant loading totals for calculation of RMP participation cost
- Submitted comments on the administrative draft for the Old Alameda Creek Intermittent Wet Weather Permit
- Attended the 3rd Nutrient Watershed Permit Planning Workshop
- Evaluated alternatives to contract laboratory services for environmental compliance samples

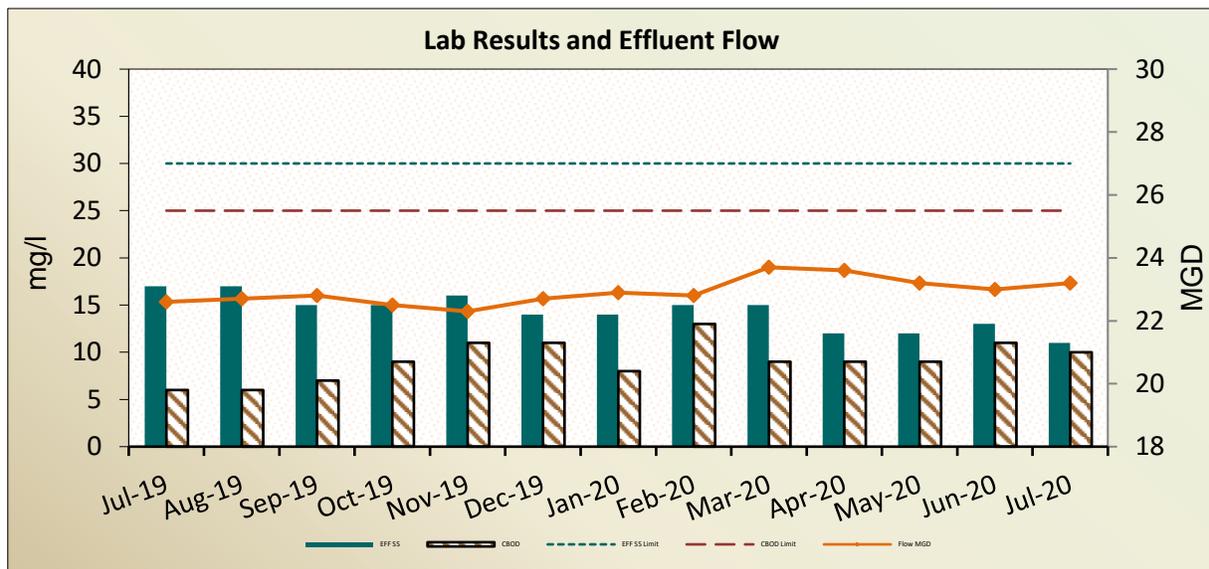
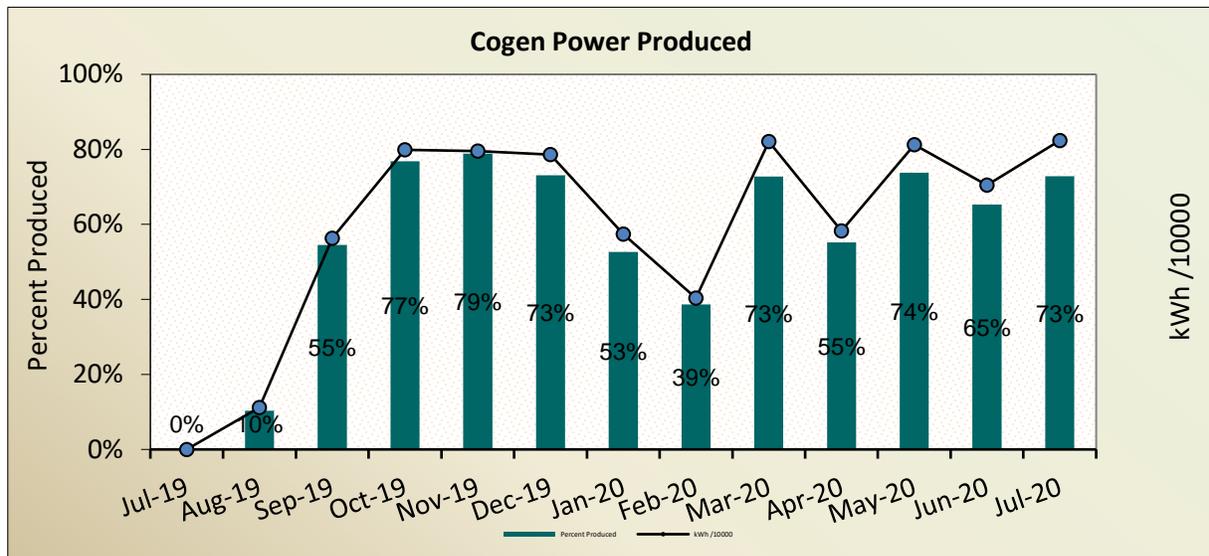
**Future Planning**

- Begin initial training of the new Plant Operator III Trainee
- Complete functional and operational testing of Headworks Bar Screen 2
- Complete staff field training for the Odor Control Pilot Project Study and begin associated sampling for data analysis
- Attend ETSU Operational Modes Workshop
- Attend ETSU Instrumentation Workshop
- Successfully execute a Plant Hydraulic and Electric Shutdown
- Complete the implementation of LIMS CIWQS reporting and address punchlist items
- Evaluate Hayward Marsh Startup and set up Nitrification Bench Scale pilot
- Attend WEF webinar on anaerobic digester basics
- Continue to establish internal KPIs for unit process capacity evaluation
- Follow up with Utility Cost Management for modeling and potential early adoption of new PG&E tariffs
- Follow up with ENGIE Services U.S. regarding potential solar project near Newark Pump Station
- Review and provide comments on the Old Alameda Creek Permit Tentative Order

**Other**

- Cogen system produced 73% of power consumed for the month of July

## Performance Measurements



USD's Final Effluent Monthly Monitoring Results				
Parameter	EBDA Limit	May-20	Jun-20	Jul-20
Copper, µg/l	78	6.8	4.6	5.2
Mercury, µg/l	0.066	0.0024	0.0012	0.0016
Cyanide, µg/l	42	E 1.5	E 1.2	E 0.95
Ammonia- N, mg/L (Range)	130	42 - 45.7	40.4 - 45.0	40 - 46.9
Fecal Coliform, MPN/100ml (Range)				
• 5-Day Geometric Mean	500	13 - 15	14 - 50	37 - 59
• 11-Sample 90th Percentile	1100	26 - 58	25 - 75	75 - 96
Enterococci				
• Monthly Geometric Mean	240	15.6	15.2	13.2
E = Estimated value, concentration outside calibration range. For SIP, E = DNQ, estimated concentration.				



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

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

Karen W. Murphy  
*Attorney*

**AUGUST 24, 2020  
BOARD OF DIRECTORS MEETING  
AGENDA ITEM # 6.B**

**TITLE: Fiscal Year 2020 4th Quarter Managed Investment Portfolio Report  
(This is an Information Item)**

**SUBMITTED:** Paul R. Eldredge, General Manager/District Engineer  
Mark Carlson, Business Services Work Group Manager/CFO  
Laurie Brenner, Finance & Acquisition Services Team Coach

**Recommendation**

Information only.

**Discussion**

The attached report from PFM shows the District's positions for Q4 of Fiscal Year 2020 (ending June 30, 2020).

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.

**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.

**Previous Board Action**

6/8/2020 Board Meeting – Fiscal Year 2020 3rd Quarter Managed Investment Portfolio Report

Attachment:

Investment Performance Review for the Quarter Ended June 30, 2020



# UNION SANITARY DISTRICT

## **Investment Performance Review For the Quarter Ended June 30, 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 second quarter, U.S. economic conditions were characterized by:
  - A deep economic recession
  - Easing lockdown measures initially prompting signs of recovery, followed by a reversal and suspension of reopening plans amid resurgence of coronavirus cases
  - High unemployment albeit improving labor market conditions
  - Country-wide protests against racial injustice, with many parts of the world protesting in solidarity
  - Recovering manufacturing and services activity
- ◆ U.S. gross domestic product (GDP) fell at an annualized rate of 5% in the first quarter.
- ◆ The pandemic-induced shutdown shocked the labor market, which shed 17 million jobs from February to June, swelling the unemployment rate to 11.1%.
- ◆ After reducing rates to zero in March, the Federal Reserve (Fed) mobilized its tool chest of emergency lending programs to stabilize fragile markets and shore up market liquidity. The Fed's balance sheet expanded from \$4 trillion to more than \$7 trillion and included its first time purchasing corporate bond exchange-traded funds (ETFs) and individual corporate bonds. Measures of market stress experienced notable improvements as a result
- ◆ Following the plunge in the U.S. Treasury yield curve during the first quarter, yields were relatively stable over the second quarter, leading to muted returns for Treasury indexes.
- ◆ Yield spreads on all other asset classes narrowed significantly from March's wide levels as unprecedented fiscal and monetary stimulus helped support the economy and financial markets.
- ◆ U.S. equities advanced on vaccine optimism and better-than-expected economic data. The three major indices recorded their best quarter in over 20 years, posting three straight months of gains. Over the quarter, the S&P 500 gained 20.5%, the Dow rose 18.5%, and the NASDAQ surged 31.0%.

## COVID-19 Impact Update

### Health Pandemic

- Confirmed cases exceed 10 million worldwide
- U.S. is leading the world with roughly 25% of cases and deaths
- Recent surge in new U.S. case numbers threatens economic reopening



### Effects on the Economy

- Significant negative impact of lockdowns apparent in first and second quarter economic data
- Early signs of rebound have appeared as some states start to reopen

Limited Capacity

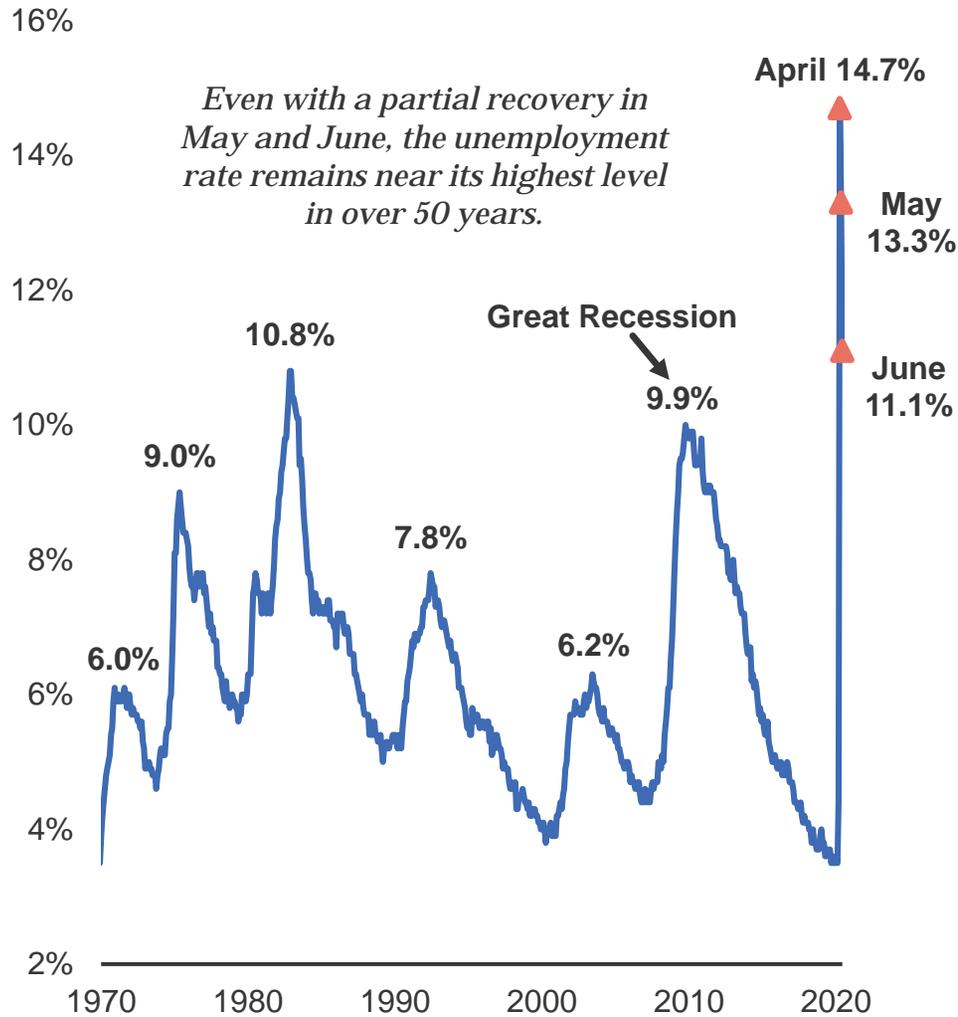
### Effects on the Financial Markets

- Yields remain very low and are not expected to move meaningfully over the near term
- Fed support stabilized the bond market and returned liquidity
- Equity markets substantially recovered in second quarter

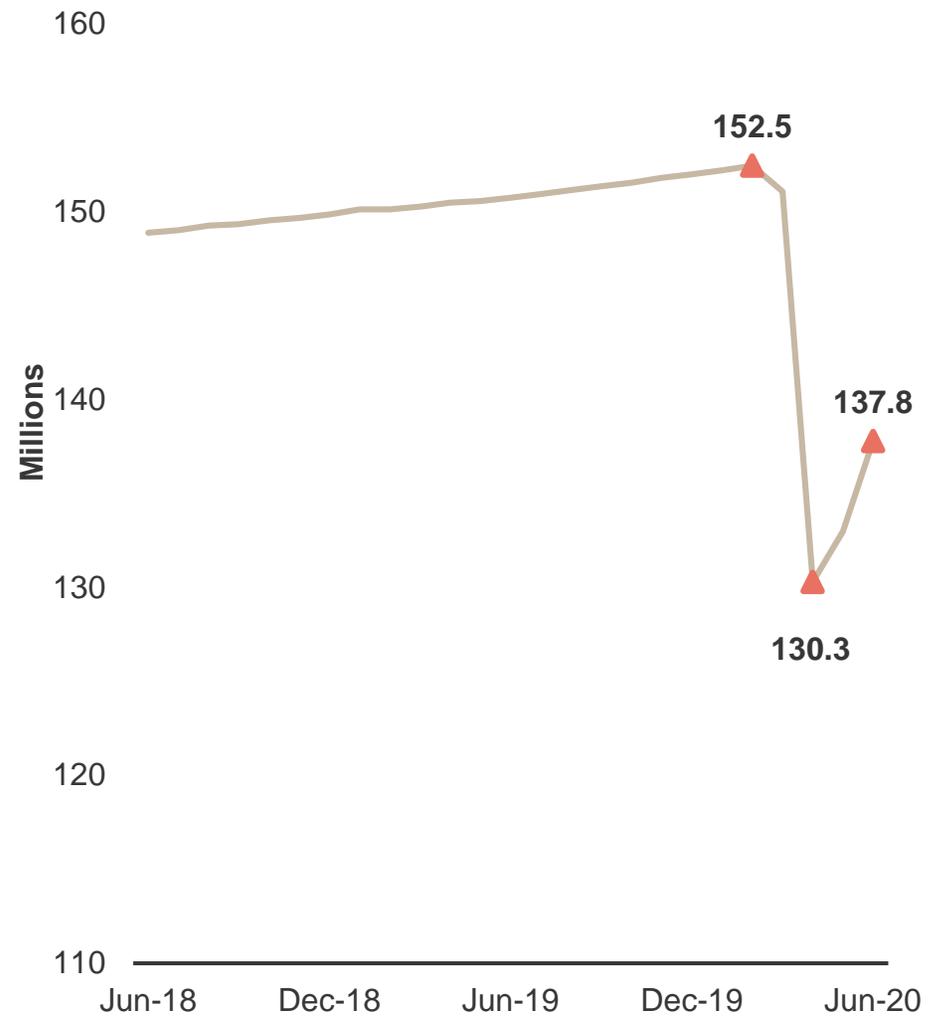


## Labor Market Struggling; Early Signs of Recovery Present

### Unemployment Rate



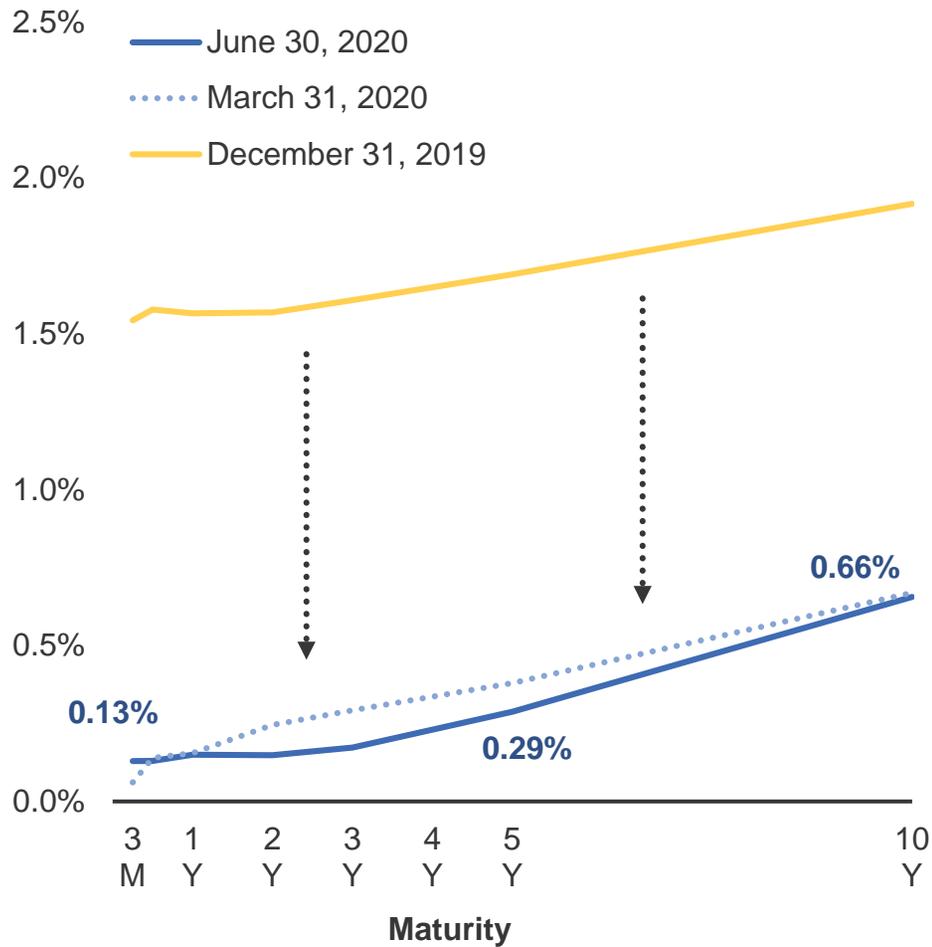
### Total Nonfarm Employment



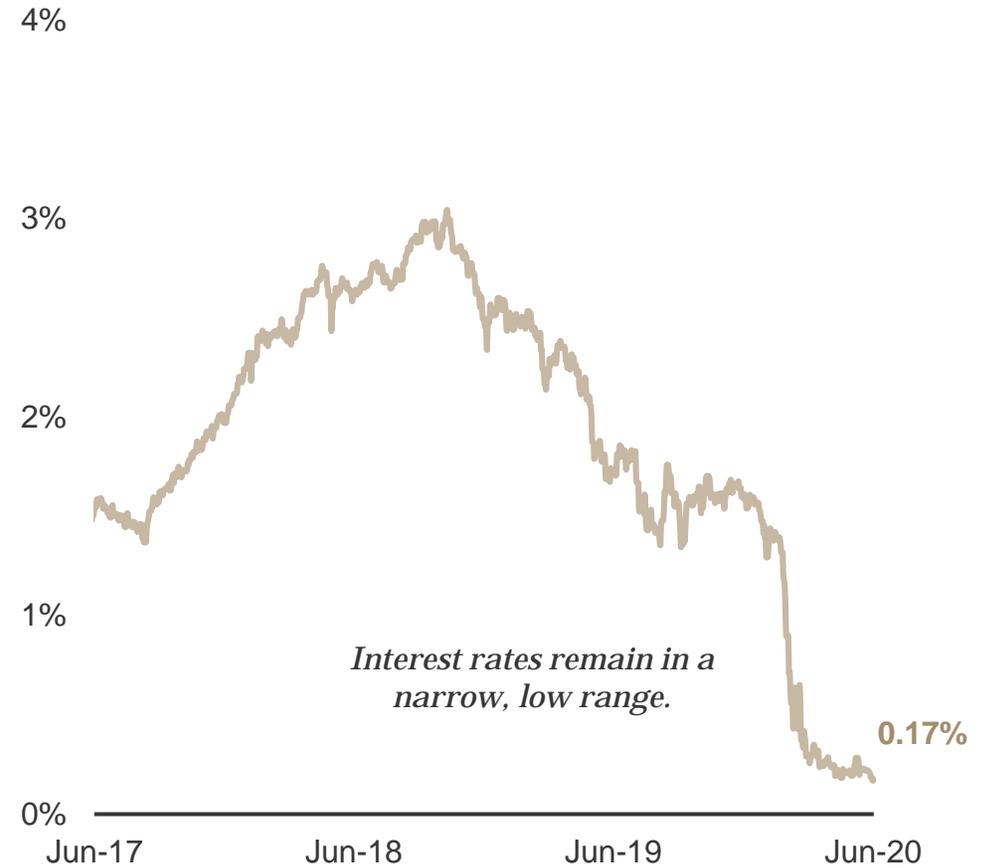
Source: Bloomberg, as of 6/30/2020. Data is seasonally adjusted.

## Interest Rates Traded in a Narrow Range During the Second Quarter

### US Treasury Yield Curve



### 3-Year Treasury Yield

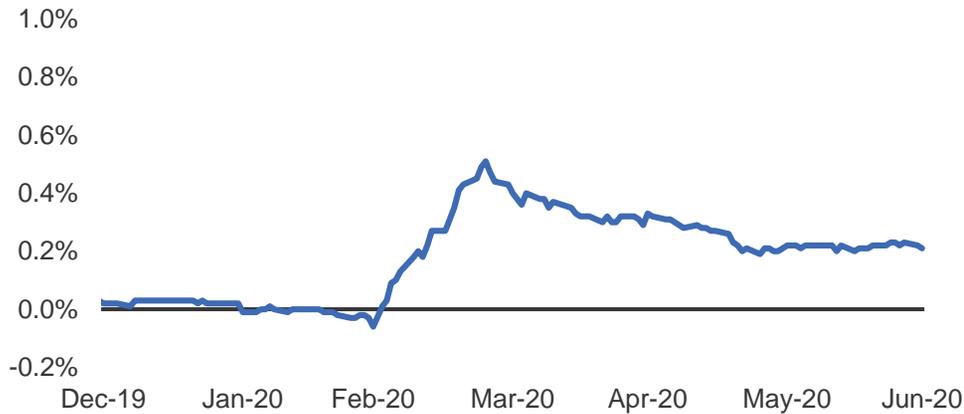


Source: Bloomberg, as of 6/30/2020.

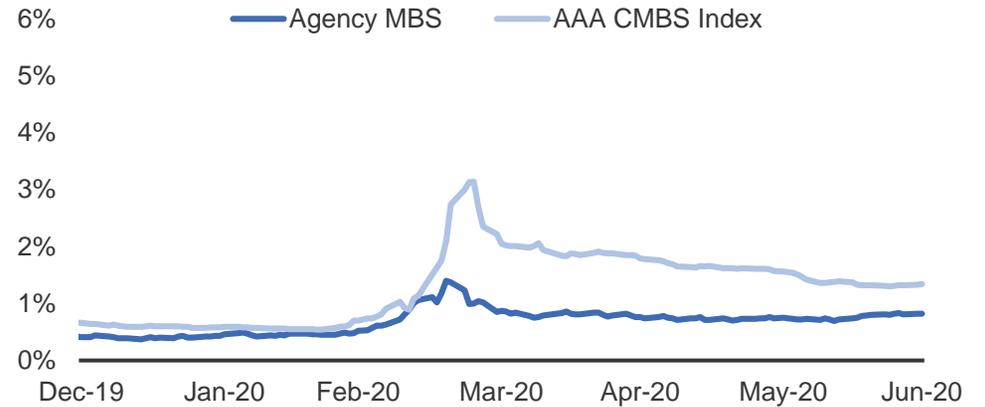
## Sector Spreads Tightened Significantly, Moving Toward Pre-COVID Levels

### 1-5 Year Indices

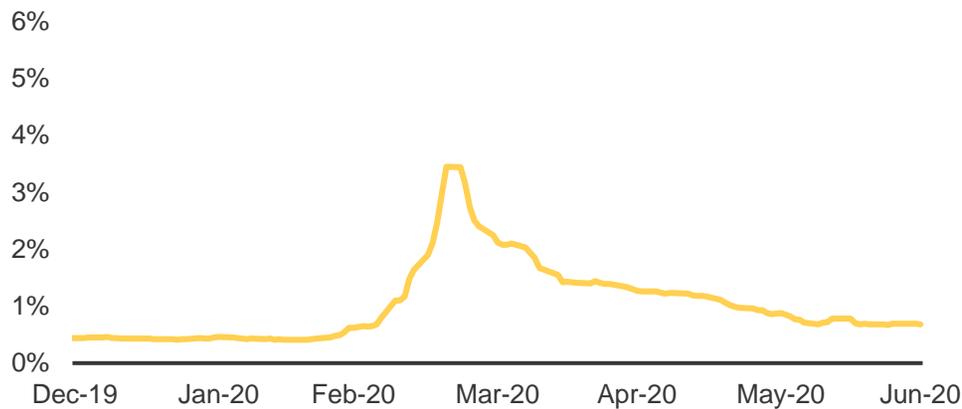
Federal Agency Yield Spreads



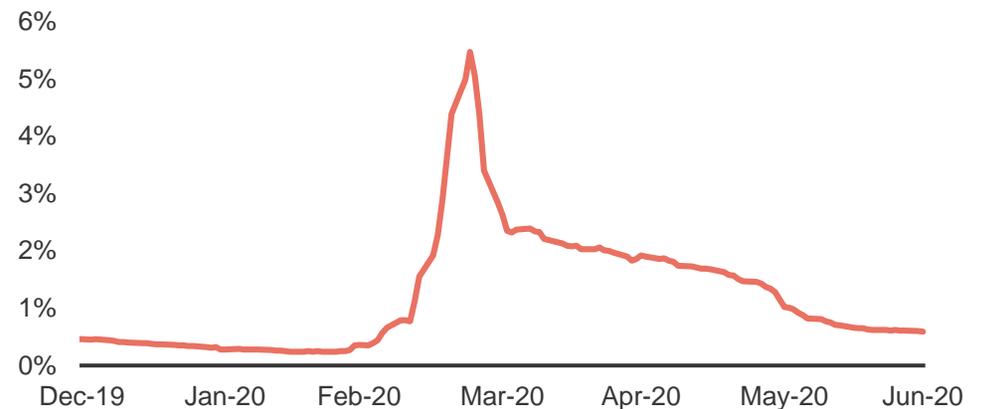
Mortgage-Backed Securities Yield Spreads



Corporate Notes A-AAA Yield Spreads



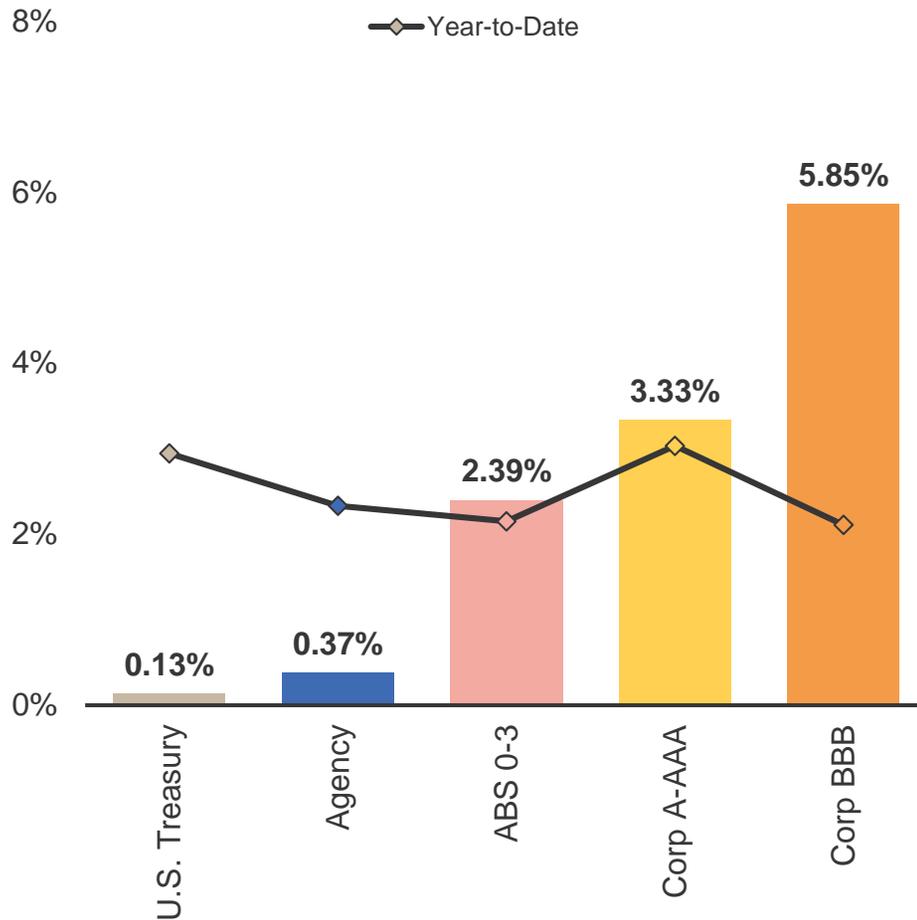
Asset-Backed Securities Yield Spreads



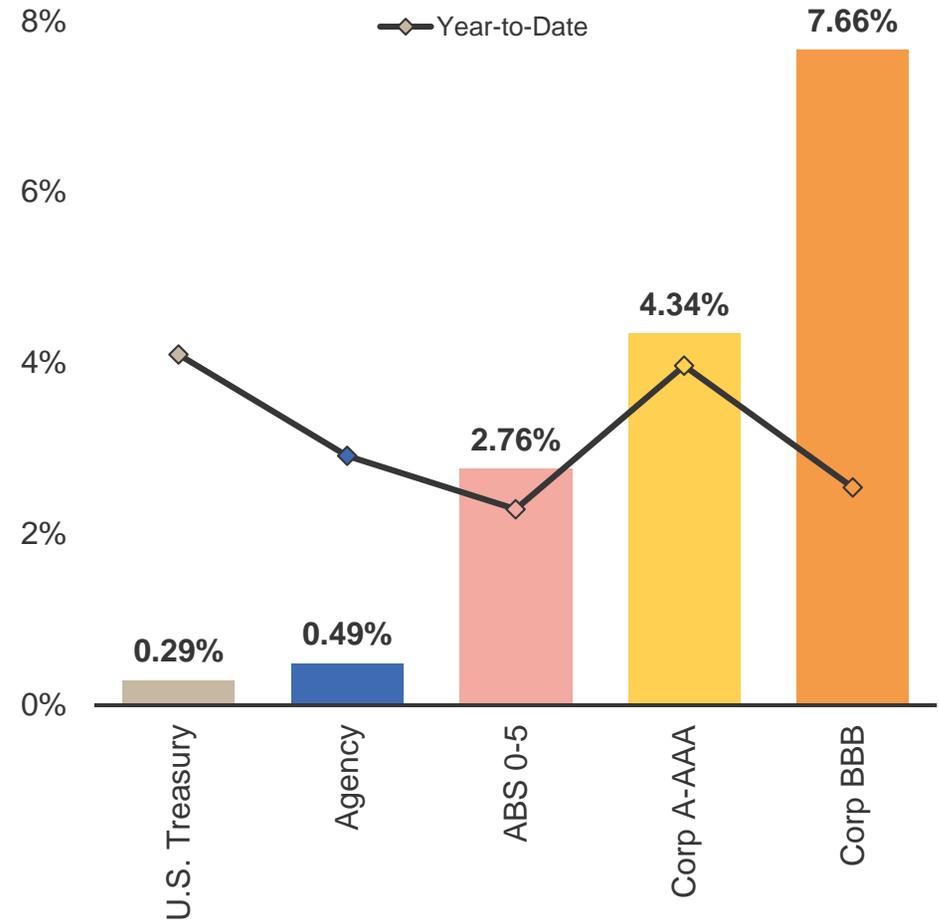
Source: ICE BofAML 1-5 year Indices via Bloomberg, MarketAxess, and PFM, as of 6/30/2020. Spreads on ABS and MBS are option-adjusted spreads of 0-5 year indices based on weighted average life; spreads on agencies are relative to comparable-maturity Treasuries. CMBS is Commercial Mortgage-Backed Securities.

## Credit Outperforms in Second Quarter Due to Massive Spread Tightening

### 1-3 Year Indices Second Quarter Returns

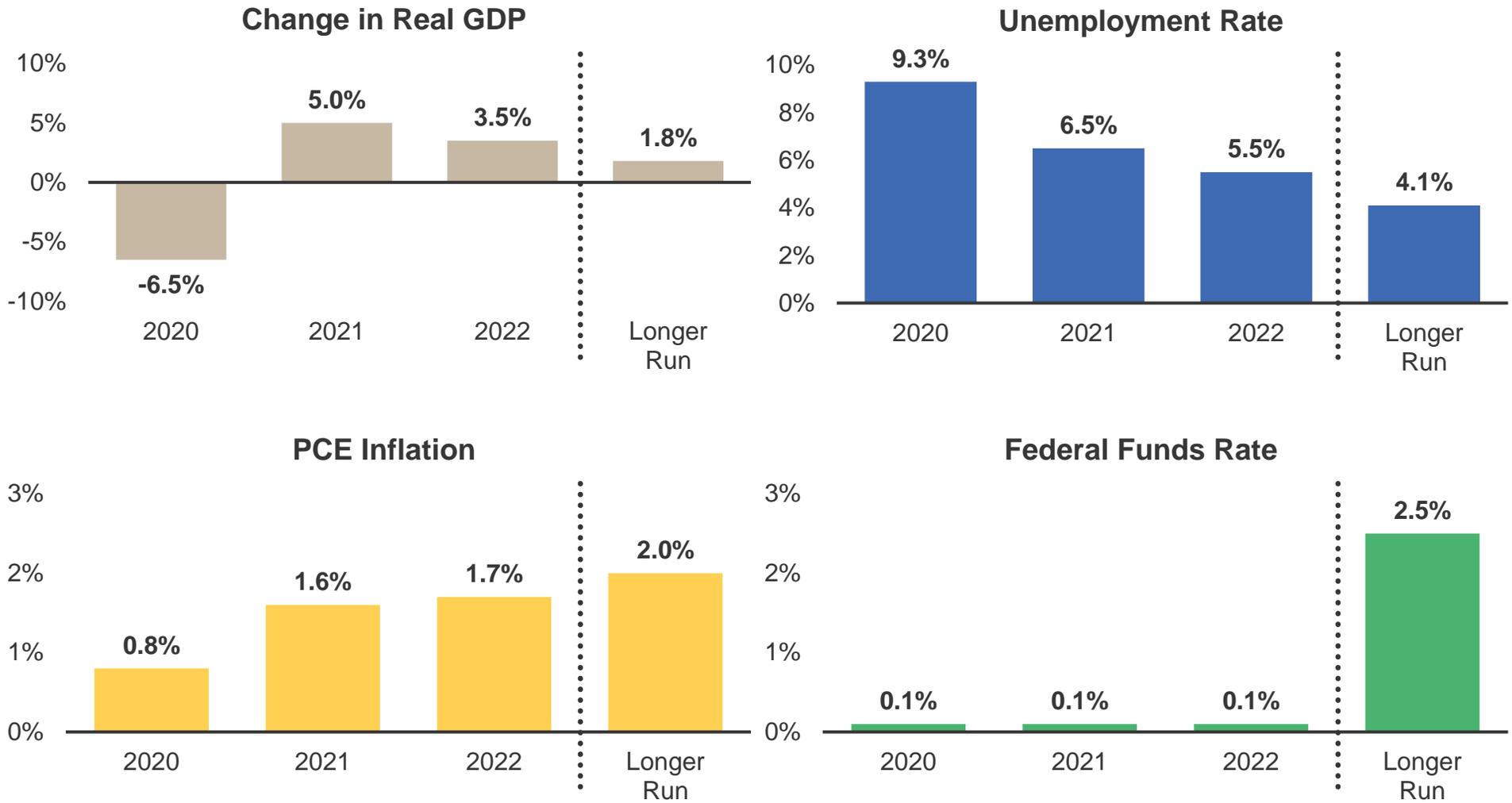


### 1-5 Year Indices Second Quarter Returns



Source: Bloomberg, as of 6/30/2020.

## Fed's June Economic Projections Indicate Long Recovery Ahead



Source: Federal Reserve, economic projections as of June 2020.

## Fixed Income Sector Outlook – July 2020

Sector	Our Investment Preferences	Comments
<b>COMMERCIAL PAPER / CD</b>		<ul style="list-style-type: none"> <li>Short-term credit spreads widened slightly in recent days as T-Bills rallied and more issuers re-entered the market after quarter-end.</li> </ul>
<b>TREASURIES</b>	 <b>T-Bill</b> <b>T-Note</b>	<ul style="list-style-type: none"> <li>T-Bill yields remain a very attractive investment option, although yields have fallen several basis points across the curve.</li> <li>Treasury yields remain in a defined range. Short to intermediate maturities are anchored by the Fed Funds Rate near 0%. Longer maturities may see upward pressure from increased issuance, although Fed purchases provide support.</li> </ul>
<b>FEDERAL AGENCIES</b>	 <b>Bullets</b> <b>Callables</b>	<ul style="list-style-type: none"> <li>Bullet agency spreads continue to narrow but remain wider than pre-pandemic levels. While the spread curve has flattened as spreads have tightened, the 3s/5s spread curve still appears steep, making longer-maturity bullets attractive. New issue securities at concessions to the curve also represent good value.</li> <li>Callable spreads continue to march tighter vs like-maturity Treasuries but remain near the middle of the range YTD. Value remains on a structure-by-structure basis.</li> </ul>
<b>SUPRANATIONALS</b>		<ul style="list-style-type: none"> <li>Supranational spreads tightened across the curve. Most secondary offerings are trading at lower spreads than GSEs, erasing much of the sector's relative value. Seasonality suggests light issuance during the summer that will pick up in the fall.</li> </ul>
<b>CORPORATES</b>	 <b>Financials</b> <b>Industrials</b>	<ul style="list-style-type: none"> <li>Corporates recovered most of their first quarter underperformance during the second quarter, helped by the Fed's unprecedented support and signs of recovery in economic activity.</li> <li>We remain cautious regarding the sector, however, due to concerns around consumer finances and weak corporate balance sheets. The recent trend of rising coronavirus infections in parts of the country is worrying, and the presidential election and geopolitical tensions could be another source of market volatility.</li> </ul>
<b>SECURITIZED</b>	 <b>Asset-Backed</b> <b>Agency Mortgage-Backed</b> <b>Agency CMBS</b>	<ul style="list-style-type: none"> <li>ABS yield spreads tightened but still offer some relative value to industrial corporate securities. Credit enhancements have increased in new ABS deals to offset increased concerns regarding consumer stress.</li> <li>The Fed reaffirmed its commitment "to support the smooth functioning" of the MBS market through its ongoing purchase program. However, prepayments may stay elevated over the near term as refinancings remain robust.</li> <li>Agency CMBS spreads continue to move lower as fear regarding renters' ability to pay has decreased to some degree. Spreads are still above historical averages.</li> </ul>
<b>MUNICIPALS</b>		<ul style="list-style-type: none"> <li>Taxable supply continues to come to market at attractive spreads. We remain focused on the largest issuers and cautious on many sub-sectors given the fiscal impact from COVID-19.</li> </ul>

● Current outlook

○ Outlook one month ago

Negative

Slightly Negative

Neutral

Slightly Positive

Positive

---

# *Investment Performance Review*

## Portfolio Recap

- ◆ Following the plunge in the U.S. Treasury yield curve during the first quarter, yields were relatively stable over the second quarter, leading to muted returns for Treasury indexes.
  - Yield spreads on all other asset classes retraced significantly from March's wide levels as unprecedented fiscal and monetary stimulus helped support the economy and financial markets.
  - In stark contrast to the first quarter, allocations to corporates and asset-backed securities (ABS) were strongly additive to performance in the second quarter.
- ◆ PFM's strategy for the second quarter encompassed the following:
  - We remained proactive in response to the market effects and uncertainty created by the pandemic. We continued to apply our strong credit process, reassessing every issuer for the short- and intermediate-term impact of the disrupted economy. As financial markets began to normalize during the second quarter, investment-grade issuers on PFM's approved issuer list were carefully vetted, with many issuers gradually reapproved.
  - As market conditions stabilized, we began to cautiously reallocate allocations to U.S. Treasuries into sectors and issuers that offered opportunities to safely enhance earnings.
  - Throughout much of the second quarter, yield spreads on federal agencies were wide and attractive, so we took this opportunity to add allocations back to the sector. As yields began to narrow back to pre-crisis lows, especially in maturities under three years, the portfolio benefited from incremental performance.
  - Both taxable and tax-exempt municipals generated positive excess returns for the quarter as the Fed implemented the Municipal Liquidity Facility to support issuance. This improved liquidity allayed investors' fears regarding public sector finances and triggered an increase in new supply.

## Portfolio Recap

- Investment grade corporate bonds faced a multitude of uncertainties heading into the second quarter as economies were shut down and companies contended with growing concerns around revenue, profitability, liquidity, and sustainability. Aggressive Fed actions calmed the credit markets and restored liquidity, leading to a sharp tightening of the wide yield spreads from March. This allowed companies to bring a record amount of new issuance to market.
  - A key element to our strategy during the second quarter was to cautiously maintain overall exposure to the credit sector, emphasizing issuers with strong balance sheets and limited overseas exposure.
  - This strategy benefited the portfolio significantly as investment grade corporates significantly outperformed Treasuries during the second quarter and mostly offset the negative underperformance experienced in the first quarter.
- The ABS sector was challenged by many unknowns during the second quarter as high unemployment threatened consumers' ability to make timely payments on credit cards and car loans. The Fed revived a program from 2009 to provide financing to eligible ABS investors, boosting confidence in the sector. In addition, new deals were structured with increased credit enhancements.
  - PFM generally avoided new exposure to ABS during the quarter as risks and uncertainties appeared to outweigh the benefits. The outperformance of existing holdings boosted portfolio performance relative to benchmarks in the second half of the quarter.
- Short-term credit (negotiable CDs) spreads completely reversed the brief, crisis-induced sell-off in March which suppressed the value of most money market instruments. Allocations were reduced in favor of Treasury Bills whose yields ticked up on the back of huge issuance.

## 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	\$26,127,956	45.2%	100%	✓
Federal Agency	\$14,214,960	24.6%	100%	✓
Municipal Obligations	\$2,046,450	3.5%	100%	✓
Negotiable CDs	\$3,637,050	6.3%	30%	✓
Corporate Notes	\$10,810,971	18.7%	30%	✓
Asset-Backed Securities	\$927,108	1.6%	20%	✓
<b>Securities Sub-Total</b>	<b>\$57,764,494</b>	<b>100.0%</b>		
Accrued Interest	\$241,611			
<b>Total Investments</b>	<b>\$58,006,105</b>	<b>100.0%</b>		

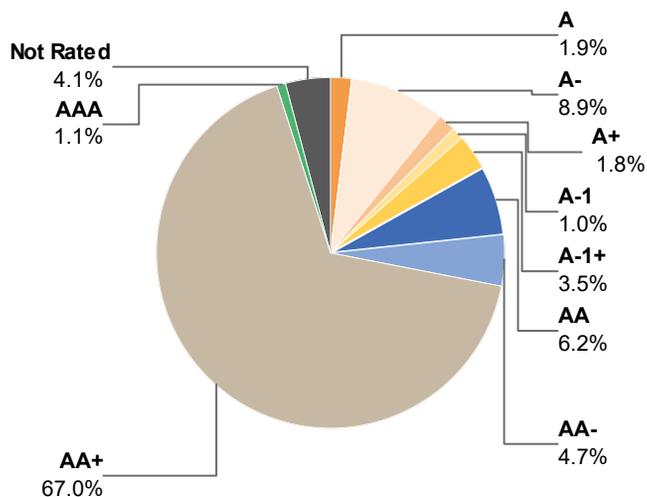
Market values, excluding accrued interest. Detail may not add to total due to rounding. Current investment policy as of January 2019.

**Portfolio Statistics**

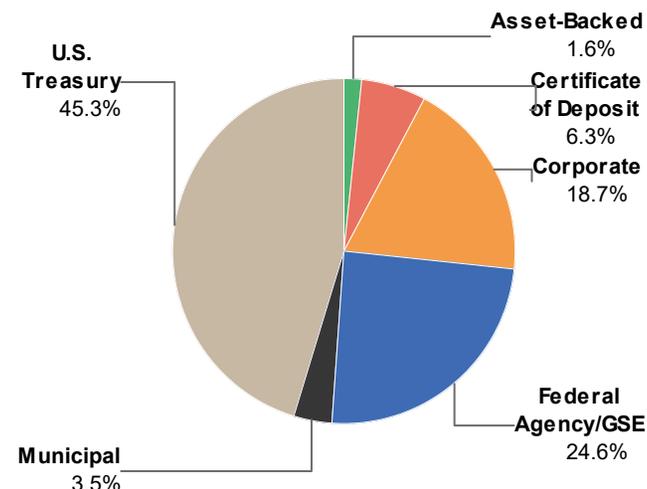
As of June 30, 2020

<b>Par Value:</b>	\$55,989,000
<b>Total Market Value:</b>	\$58,006,105
<b>Security Market Value:</b>	\$57,764,494
<b>Accrued Interest:</b>	\$241,611
<b>Cash:</b>	-
<b>Amortized Cost:</b>	\$55,974,291
<b>Yield at Market:</b>	0.40%
<b>Yield at Cost:</b>	1.74%
<b>Effective Duration:</b>	2.30 Years
<b>Average Maturity:</b>	2.63 Years
<b>Average Credit: *</b>	AA

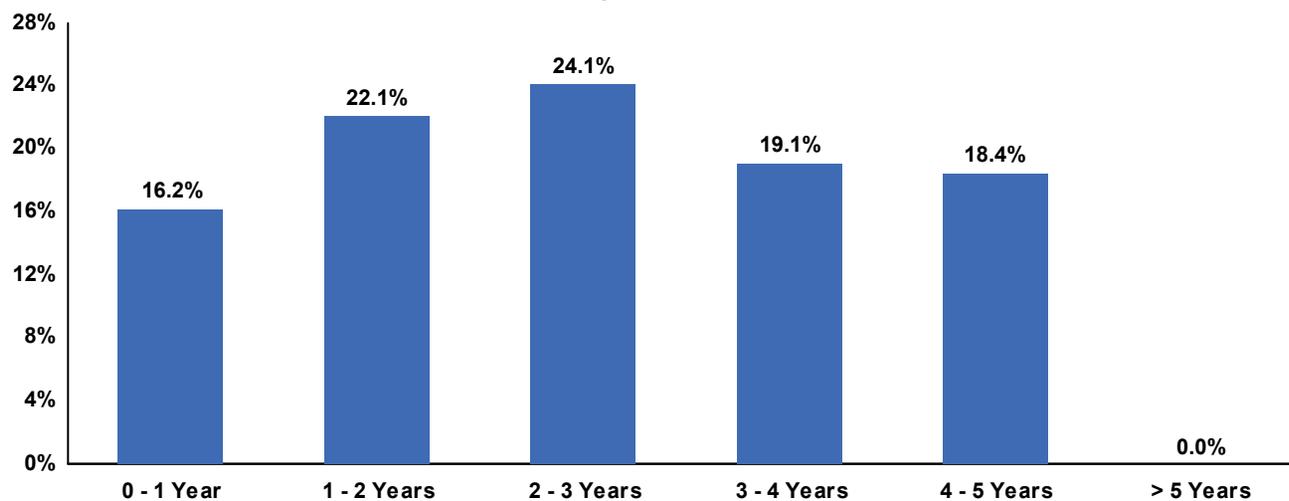
**Credit Quality (S&P Ratings)\*\***



**Sector Allocation**



**Maturity Distribution**

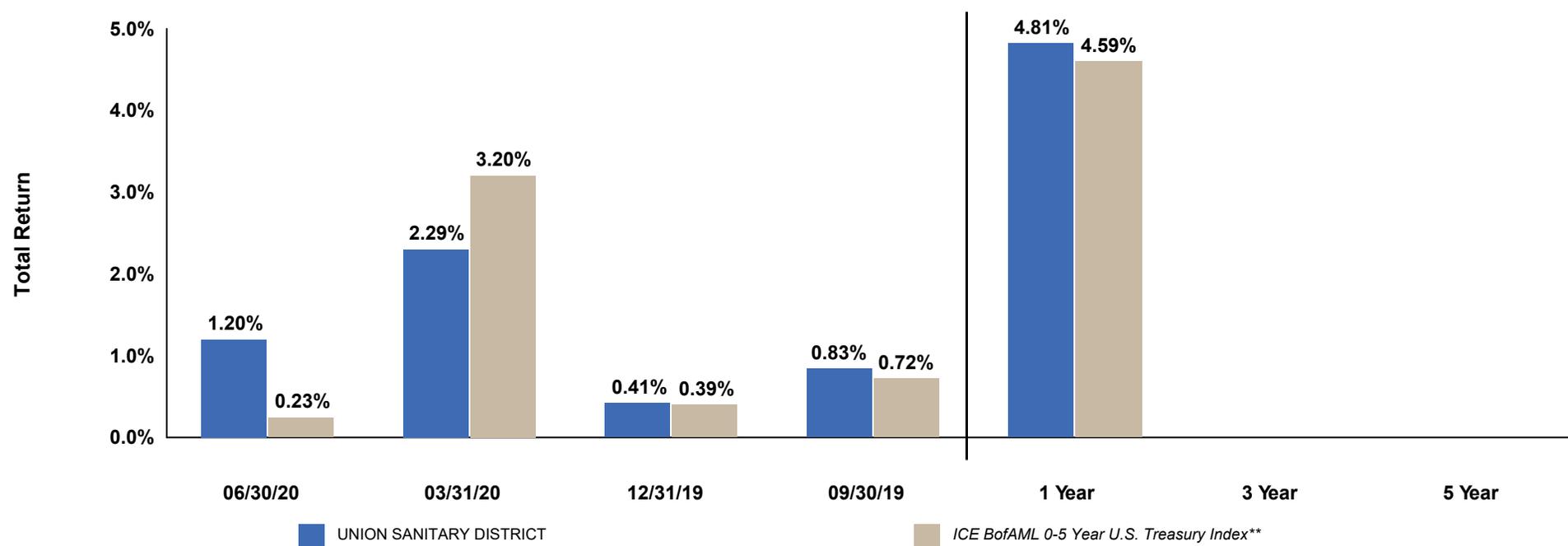


\*An average of each security's credit rating assigned a numeric value and adjusted for its relative weighting in the portfolio.

\*\*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		
		06/30/20	03/31/20	12/31/19	09/30/19	1 Year	3 Year	5 Year
UNION SANITARY DISTRICT	2.30	1.20%	2.29%	0.41%	0.83%	4.81%	-	-
Net of Fees*	-	1.18%	2.27%	0.39%	0.81%	4.72%	-	-
ICE BofAML 0-5 Year U.S. Treasury Index**	2.12	0.23%	3.20%	0.39%	0.72%	4.59%	-	-
Difference (Gross)		0.97%	-0.91%	0.02%	0.11%	0.22%	-	-
Difference (Net)		0.95%	-0.93%	0.00%	0.09%	0.13%	-	-



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	Q1 2020	Q4 2019	Since Inception 3/31/2019
Net Accrual Earnings	\$263,098	\$268,155	\$276,687	\$1,371,248
Change in Market Value	\$427,170	\$1,044,117	-\$41,423	\$2,275,344
<b>Total Dollar Return</b>	<b>\$690,267</b>	<b>\$1,312,272</b>	<b>\$235,264</b>	<b>\$3,646,591</b>
Fees	\$12,260	\$12,390	\$12,555	\$64,916
Fees in Basis Points*	0.02%	0.02%	0.02%	0.11%
<b>Net Dollar Return</b>	<b>\$678,007</b>	<b>\$1,299,882</b>	<b>\$222,709</b>	<b>\$3,581,675</b>
<b>Net of Fees Return</b>	<b>1.18%</b>	<b>2.27%</b>	<b>0.39%</b>	<b>5.04%</b>

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 June 30, 2020*

	<b>Market Value Basis</b>	<b>Accrual (Amortized Cost) Basis</b>
<b>Beginning Value (03/31/2020)</b>	\$58,290,723.75	\$56,770,716.86
<b>Net Purchases/Sales</b>	(\$953,399.46)	(\$953,399.46)
<b>Change in Value</b>	\$427,169.62	\$156,973.62
<b>Ending Value (06/30/2020)</b>	\$57,764,493.91	\$55,974,291.02
<b>Interest Earned</b>	\$263,097.79	\$263,097.79
<b>Portfolio Earnings</b>	\$690,267.41	\$420,071.41

## Sector/Issuer Distribution

As of June 30, 2020

Sector / Issuer	Market Value (\$)	% of Sector	% of Total Portfolio
<b>Asset-Backed</b>			
CARMAX AUTO OWNER TRUST	190,344	20.5%	0.3%
HONDA AUTO RECEIVABLES	312,124	33.7%	0.5%
TOYOTA MOTOR CORP	424,639	45.8%	0.7%
<b>Sector Total</b>	<b>927,108</b>	<b>100.0%</b>	<b>1.6%</b>
<b>Certificate of Deposit</b>			
AMERICAN EXPRESS CO	256,078	7.0%	0.4%
BELMONT SAVINGS BANK	255,641	7.0%	0.4%
BMW FINANCIAL SERVICES NA LLC	254,528	7.0%	0.4%
CAPITAL ONE FINANCIAL CORP	249,085	6.8%	0.4%
CREDIT AGRICOLE SA	585,351	16.1%	1.0%
DISCOVER FINANCIAL SERVICES	254,189	7.0%	0.4%
DNB ASA	446,435	12.3%	0.8%
PONCE DE LEON FEDERAL BK	252,721	6.9%	0.4%
SOCIETE GENERALE	573,540	15.8%	1.0%
STATE BANK OF INDIA	254,487	7.0%	0.4%
SYNCHRONY BANK	254,995	7.0%	0.4%
<b>Sector Total</b>	<b>3,637,050</b>	<b>100.0%</b>	<b>6.3%</b>
<b>Corporate</b>			

Sector / Issuer	Market Value (\$)	% of Sector	% of Total Portfolio
AMAZON.COM INC	709,191	6.6%	1.2%
AMERICAN EXPRESS CO	1,033,696	9.6%	1.8%
AMERICAN HONDA FINANCE	428,794	4.0%	0.7%
APPLE INC	328,157	3.0%	0.6%
BANK OF AMERICA CO	547,381	5.1%	0.9%
CHEVRON CORPORATION	1,014,289	9.4%	1.8%
EXXON MOBIL CORP	1,036,185	9.6%	1.8%
HSBC HOLDINGS PLC	2,012,496	18.6%	3.5%
JP MORGAN CHASE & CO	553,101	5.1%	1.0%
PACCAR FINANCIAL CORP	600,959	5.6%	1.0%
STATE STREET CORPORATION	537,264	5.0%	0.9%
TOYOTA MOTOR CORP	444,156	4.1%	0.8%
TRUIST FIN CORP	549,367	5.1%	1.0%
WAL-MART STORES INC	1,015,936	9.4%	1.8%
<b>Sector Total</b>	<b>10,810,971</b>	<b>100.0%</b>	<b>18.7%</b>
<b>Federal Agency/GSE</b>			
FANNIE MAE	5,204,625	36.6%	9.0%
FEDERAL FARM CREDIT BANKS	3,256,059	22.9%	5.6%
FEDERAL HOME LOAN BANKS	2,382,498	16.8%	4.1%
FREDDIE MAC	3,371,778	23.7%	5.8%
<b>Sector Total</b>	<b>14,214,960</b>	<b>100.0%</b>	<b>24.6%</b>
<b>Municipal</b>			
CALIFORNIA ST	1,034,780	50.6%	1.8%

## UNION SANITARY DISTRICT

## Portfolio Composition

Sector / Issuer	Market Value (\$)	% of Sector	% of Total Portfolio
RIVERSIDE CA PENSN OBLG	505,195	24.7%	0.9%
VICTOR VLY CA CMNTY CLG DIST	506,475	24.7%	0.9%
<b>Sector Total</b>	<b>2,046,450</b>	<b>100.0%</b>	<b>3.5%</b>
<b>U.S. Treasury</b>			
UNITED STATES TREASURY	26,127,956	100.0%	45.2%
<b>Sector Total</b>	<b>26,127,956</b>	<b>100.0%</b>	<b>45.2%</b>
<b>Portfolio Total</b>	<b>57,764,494</b>	<b>100.0%</b>	<b>100.0%</b>

## Investment Strategy Outlook

- ◆ A cloud of uncertainty hangs over the U.S. and global economies entering the second half of 2020. Economic data has rebounded significantly from the April lows but remains well below pre-pandemic levels.
  - To recapture previous economic highs, it will be important that COVID-19 hotspots are contained so that public confidence can be restored. Considering these uncertainties, we plan on structuring portfolios to have neutral durations to their respective benchmarks.
- ◆ Our outlook for major investment grade sectors includes the following:
  - We plan to focus the majority of new federal agency purchases in maturities beyond three years as yield spreads on shorter maturities are now back near pre-pandemic levels. Some callable agencies also appear to have value given low yields and narrowing yield spreads.
  - The investment grade corporate market should continue to benefit from Fed support moving into the third quarter. Yield spreads for shorter corporates are back to near pre-crisis levels, but the credit curve is relatively steep. As a result, longer maturity corporates appear attractive, as the “roll down” effect in the credit curve is back in play. We will continue our enhanced due diligence to track the progress of individual issuers as they navigate the recovery phase of the coronavirus pandemic.
  - ABS allocations are expected to remain stable. Liquidity has improved and spreads have narrowed due to Fed support. However, we continue to carefully follow consumer trends for signs of material deterioration in collateral performance.
  - While tax-exempt municipal spreads have narrowed to historical levels and are no longer attractive, taxable municipals appear to be one of the more attractive investment-grade sectors available for purchase. Value remains, and supply is expected to pick up over the coming months. As a result, we expect to add to the sector through participation in new issues.

---

# *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)
<b>BUY</b>									
4/13/20	4/14/20	1,620,000	3133ELWC4	FEDERAL FARM CREDIT BANK NOTES	1.15%	4/9/25	1,620,258.75	1.15%	
4/15/20	4/16/20	560,000	3130AJHU6	FEDERAL HOME LOAN BANK NOTES	0.50%	4/14/25	557,222.40	0.60%	
4/22/20	4/24/20	875,000	3135G03U5	FANNIE MAE NOTES	0.62%	4/22/25	873,197.50	0.67%	
4/24/20	4/24/20	1,010,000	9127962D0	UNITED STATES TREASURY BILL	0.00%	4/28/20	1,009,998.88	0.01%	
4/28/20	4/28/20	125,000	3135G03U5	FANNIE MAE NOTES	0.62%	4/22/25	124,772.43	0.66%	
4/28/20	4/28/20	1,009,000	3134GVNJ3	FREDDIE MAC NOTES (CALLABLE)	1.10%	4/28/25	1,010,261.25	1.07%	
5/4/20	5/11/20	325,000	037833DV9	APPLE INC CORPORATE NOTES	0.75%	5/11/23	324,116.00	0.84%	
5/6/20	5/6/20	328,000	313384WS4	FED HOME LN DISCOUNT NT DISC NOTES	0.00%	5/11/20	327,999.54	0.01%	
5/20/20	5/22/20	865,000	3135G04Q3	FANNIE MAE NOTES	0.25%	5/22/23	862,396.35	0.35%	
5/20/20	5/26/20	180,000	89236TGT6	TOYOTA MOTOR CREDIT CORP CORP NOTES	1.80%	2/13/25	182,685.60	1.58%	
5/20/20	5/26/20	250,000	89236TGT6	TOYOTA MOTOR CREDIT CORP CORP NOTES	1.80%	2/13/25	253,730.00	1.58%	
5/21/20	5/26/20	965,000	931142DH3	WAL MART STORES INC GLOBAL NT (CALLABLE)	2.55%	4/11/23	1,018,777.04	0.70%	
5/29/20	5/29/20	495,000	3137EAER6	FREDDIE MAC NOTES	0.37%	5/5/23	495,801.49	0.33%	
6/8/20	6/9/20	1,635,000	3133ELH64	FEDERAL FARM CREDIT NOTES (CALLABLE)	0.23%	6/9/22	1,631,730.00	0.33%	
6/15/20	6/16/20	975,000	912828U65	US TREASURY NOTES	1.75%	11/30/21	997,721.49	0.20%	
6/17/20	6/19/20	865,000	3135G04Z3	FANNIE MAE NOTES	0.50%	6/17/25	863,209.45	0.54%	
6/23/20	6/24/20	2,000,000	9127963H0	WI TREASURY SEC. BILLS	0.00%	6/17/21	1,996,519.44	0.18%	
6/24/20	6/26/20	780,000	3137EAES4	FREDDIE MAC NOTES	0.25%	6/26/23	777,722.40	0.35%	
<b>Total BUY</b>		<b>14,862,000</b>					<b>14,928,120.01</b>		

## INTEREST

4/1/20	4/1/20	1,000,000	13063DAD0	CA ST TXBL GO BONDS	2.36%	4/1/22	11,835.00		
4/5/20	4/5/20	970,000	3135G0T45	FANNIE MAE NOTES	1.87%	4/5/22	9,093.75		
4/5/20	4/5/20	247,000	02587DN38	AMERICAN EXPRESS CREDIT CD	2.45%	4/5/22	3,034.04		

## 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)
4/6/20	4/6/20	575,000	22535CDU2	CREDIT AGRICOLE CIB NY CERT DEPOS	2.83%	4/2/21	16,634.11		
4/15/20	4/15/20	1,000,000	3135G0W66	FANNIE MAE NOTES	1.62%	10/15/24	7,989.58		
4/15/20	4/15/20	415,000	89232HAC9	TAOT 2020-A A3	1.66%	5/15/24	574.08		
4/15/20	4/15/20	185,000	14315XAC2	CARMX 2020-1 A3	1.89%	12/16/24	291.38		
4/21/20	4/21/20	305,000	43813RAC1	HAROT 2020-1 A3	1.61%	4/22/24	409.21		
4/26/20	4/26/20	248,000	140420L99	CAPITAL ONE BANK USA NA CD	1.50%	10/26/20	1,865.10		
4/26/20	4/26/20	1,000,000	3130AB3D6	FEDERAL HOME LOAN BANKS NOTES	2.00%	10/26/21	10,000.00		
4/30/20	4/30/20	249,000	51210SMU8	LAKESIDE BANK CD	1.75%	5/29/20	358.15		
4/30/20	4/30/20	249,000	86604XLT1	SUMMIT COMMUNITY BANK CD	1.65%	5/29/20	337.68		
4/30/20	4/30/20	249,000	732333AJ8	PONCE DE LEON FEDERAL BK CD	1.85%	5/28/21	391.24		
4/30/20	4/30/20	960,000	912828X70	US TREASURY N/B NOTES	2.00%	4/30/24	9,600.00		
5/1/20	5/1/20	0	MONEY0002	MONEY MARKET FUND			0.27		
5/10/20	5/10/20	580,000	69371RP83	PACCAR FINANCIAL CORP CORP NOTES	2.65%	5/10/22	7,685.00		
5/10/20	5/10/20	415,000	02665WDH1	AMERICAN HONDA FINANCE	1.95%	5/10/23	2,697.50		
5/15/20	5/15/20	850,000	912828PC8	US TREASURY NOTES	2.62%	11/15/20	11,156.25		
5/15/20	5/15/20	185,000	14315XAC2	CARMX 2020-1 A3	1.89%	12/16/24	291.38		
5/15/20	5/15/20	415,000	89232HAC9	TAOT 2020-A A3	1.66%	5/15/24	574.08		
5/16/20	5/16/20	1,000,000	166764BG4	CHEVRON CORP (CALLABLE) NOTES	2.10%	5/16/21	10,500.00		
5/18/20	5/18/20	525,000	46625HRL6	JPMORGAN CHASE & CO CORP NOTES	2.70%	5/18/23	7,087.50		
5/19/20	5/19/20	530,000	857477AV5	STATE STREET CORP NOTES	1.95%	5/19/21	5,167.50		
5/19/20	5/19/20	980,000	3130AHJY0	FEDERAL HOME LOAN BANKS NOTES	1.62%	11/19/21	8,449.10		
5/21/20	5/21/20	305,000	43813RAC1	HAROT 2020-1 A3	1.61%	4/22/24	409.21		
5/30/20	5/30/20	249,000	732333AJ8	PONCE DE LEON FEDERAL BK CD	1.85%	5/28/21	391.24		
5/31/20	5/31/20	137,000	9128285Q9	UNITED STATES TREASURY NOTES	2.75%	11/30/20	1,883.75		
5/31/20	5/31/20	500,000	9128283J7	US TREASURY N/B	2.12%	11/30/24	5,312.50		
6/1/20	6/1/20	500,000	769036BA1	RIVERSIDE, CA TXBL PO BONDS	2.12%	6/1/21	5,312.50		
6/2/20	6/2/20	430,000	23341VZT1	DNB BANK ASA/NY LT CD	2.04%	12/2/22	4,361.63		
6/15/20	6/15/20	415,000	89232HAC9	TAOT 2020-A A3	1.66%	5/15/24	574.08		
6/15/20	6/15/20	185,000	14315XAC2	CARMX 2020-1 A3	1.89%	12/16/24	291.38		
6/20/20	6/20/20	525,000	05531FBG7	BRANCH BANKING & TRUST CORP NOTES	3.05%	6/20/22	8,006.25		

## 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)
6/21/20	6/21/20	305,000	43813RAC1	HAROT 2020-1 A3	1.61%	4/22/24	409.21		
6/29/20	6/29/20	247,000	254672Y36	DISCOVER BANK CD	2.25%	12/29/21	2,786.36		
6/30/20	6/30/20	710,000	912828XG0	US TREASURY N/B NOTES	2.12%	6/30/22	7,543.75		
6/30/20	6/30/20	2,000,000	912828S35	US TREASURY NOTES	1.37%	6/30/23	13,750.00		
6/30/20	6/30/20	249,000	732333AJ8	PONCE DE LEON FEDERAL BK CD	1.85%	5/28/21	378.62		
6/30/20	6/30/20	500,000	912828XX3	US TREASURY N/B NOTES	2.00%	6/30/24	5,000.00		
6/30/20	6/30/20	2,000,000	912828V23	US TREASURY NOTES	2.25%	12/31/23	22,500.00		
6/30/20	6/30/20	1,170,000	912828N30	US TREASURY NOTES	2.12%	12/31/22	12,431.25		
<b>Total INTEREST</b>		<b>23,559,000</b>					<b>217,363.63</b>		
<b>MATURITY</b>									
4/2/20	4/2/20	939,000	912796TM1	UNITED STATES TREASURY BILL	0.00%	4/2/20	939,000.00		0.00
4/14/20	4/14/20	1,625,000	62479LDE2	MUFG BANK LTD/NY COMM PAPER	0.00%	4/14/20	1,625,000.00		0.00
4/28/20	4/28/20	1,010,000	9127962D0	UNITED STATES TREASURY BILL	0.00%	4/28/20	1,010,000.00		0.00
5/11/20	5/11/20	328,000	313384WS4	FED HOME LN DISCOUNT NT DISC NOTES	0.00%	5/11/20	328,000.00		0.00
5/29/20	5/29/20	249,000	86604XLT1	SUMMIT COMMUNITY BANK CD	1.65%	5/29/20	249,326.43		0.00
5/29/20	5/29/20	249,000	51210SMU8	LAKESIDE BANK CD	1.75%	5/29/20	249,346.21		0.00
6/9/20	6/9/20	1,635,000	63873JF96	NATIXIS NY BRANCH COMM PAPER	0.00%	6/9/20	1,635,000.00		0.00
6/24/20	6/24/20	1,000,000	62479LFQ3	MUFG BANK LTD/NY COMM PAPER	0.00%	6/24/20	1,000,000.00		0.00
6/24/20	6/24/20	1,000,000	09659BFQ8	BNP PARIBAS NY BRANCH COMM PAPER	0.00%	6/24/20	1,000,000.00		0.00
<b>Total MATURITY</b>		<b>8,035,000</b>					<b>8,035,672.64</b>		<b>0.00</b>
<b>SELL</b>									
4/15/20	4/16/20	520,000	9128282N9	US TREASURY N/B	2.12%	7/31/24	562,383.70		24,232.53
4/22/20	4/24/20	876,000	912796TS8	UNITED STATES TREASURY BILL	0.00%	4/30/20	875,992.34		131.11
4/23/20	4/23/20	1,000,000	36164QMS4	GENERAL ELECTRIC CO CORP NOTES	2.34%	11/15/20	1,012,778.78		871.24

## 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)
4/28/20	4/28/20	130,000	912796TS8	UNITED STATES TREASURY BILL	0.00%	4/30/20	129,999.65		6.51
5/4/20	5/6/20	320,000	912828PC8	US TREASURY NOTES	2.62%	11/15/20	328,254.81		2,621.21
5/21/20	5/22/20	843,000	9128285Q9	UNITED STATES TREASURY NOTES	2.75%	11/30/20	865,711.23		7,004.16
5/21/20	5/26/20	247,000	912828PC8	US TREASURY NOTES	2.62%	11/15/20	250,126.94		1,797.54
5/21/20	5/26/20	980,000	912828L57	US TREASURY NOTES	1.75%	9/30/22	1,018,646.70		50,823.97
5/21/20	5/26/20	185,000	912828PC8	US TREASURY NOTES	2.62%	11/15/20	187,334.81		1,339.11
6/15/20	6/16/20	980,000	3130AHJY0	FEDERAL HOME LOAN BANKS NOTES	1.62%	11/19/21	1,001,068.78		6,655.50
6/17/20	6/19/20	850,000	912828B58	US TREASURY NOTES	2.12%	1/31/21	867,206.89		7,980.93
6/25/20	6/26/20	755,000	912828S92	US TREASURY NOTES	1.25%	7/31/23	783,112.86		47,572.96
<b>Total SELL</b>		<b>7,686,000</b>					<b>7,882,617.49</b>		<b>151,036.77</b>

## 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
<b>U.S. Treasury Bond / Note</b>											
US TREASURY NOTES DTD 11/15/2010 2.625% 11/15/2020	912828PC8	418,000.00	AA+	Aaa	11/15/2019	11/15/2019	422,065.71	1.64	1,401.38	419,521.86	421,788.13
UNITED STATES TREASURY NOTES DTD 11/30/2018 2.750% 11/30/2020	9128285Q9	137,000.00	AA+	Aaa	11/29/2019	11/29/2019	138,455.63	1.68	319.11	137,602.88	138,455.63
US TREASURY NOTES DTD 01/31/2014 2.125% 01/31/2021	912828B58	1,625,000.00	AA+	Aaa	10/25/2019	10/28/2019	1,633,886.72	1.68	14,419.64	1,629,125.29	1,643,281.25
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	10,816.04	1,057,329.35	1,075,043.75
US TREASURY NOTES DTD 11/30/2016 1.750% 11/30/2021	912828U65	975,000.00	AA+	Aaa	6/15/2020	6/16/2020	996,975.59	0.20	1,445.18	996,355.98	996,785.21
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	3,039.49	481,722.07	498,716.38
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	41.00	706,017.09	737,845.35
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	8,076.92	999,165.80	1,032,187.50
US TREASURY NOTES DTD 09/30/2015 1.750% 09/30/2022	912828L57	835,000.00	AA+	Aaa	3/19/2019	3/20/2019	816,016.80	2.43	3,673.09	822,918.44	864,616.45
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	67.56	1,161,636.50	1,227,037.50
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	4,637.70	1,200,306.22	1,274,779.63
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	74.73	1,940,232.03	2,071,562.40
US TREASURY NOTES DTD 08/01/2016 1.250% 07/31/2023	912828S92	1,035,000.00	AA+	Aaa	4/1/2019	4/2/2019	990,365.62	2.30	5,402.47	1,003,239.29	1,068,960.94
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	6,912.57	1,935,168.62	2,077,187.60
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	122.28	1,987,540.96	2,142,812.40

## 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
<b>U.S. Treasury Bond / Note</b>											
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	14,205.16	1,978,249.17	2,139,687.60
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	6,516.67	1,277,447.47	1,306,925.00
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	3,234.78	963,812.26	1,025,100.00
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	27.17	504,127.26	535,156.25
US TREASURY N/B DTD 07/31/2017 2.125% 07/31/2024	9128282N9	445,000.00	AA+	Aaa	8/28/2019	8/29/2019	460,557.62	1.39	3,948.76	457,901.23	479,139.87
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	4,888.25	794,796.79	832,893.75
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	899.93	510,027.16	541,015.60
<b>Security Type Sub-Total</b>		<b>23,070,000.00</b>					<b>22,887,521.55</b>	<b>2.00</b>	<b>94,169.88</b>	<b>22,964,243.72</b>	<b>24,130,978.19</b>
<b>U.S. Treasury Bill</b>											
WI TREASURY SEC. BILLS -- 0.000% 06/17/2021	9127963H0	2,000,000.00	A-1+	P-1	6/23/2020	6/24/2020	1,996,519.44	0.18	0.00	1,996,587.50	1,996,977.60
<b>Security Type Sub-Total</b>		<b>2,000,000.00</b>					<b>1,996,519.44</b>	<b>0.18</b>	<b>0.00</b>	<b>1,996,587.50</b>	<b>1,996,977.60</b>
<b>Municipal Bond / Note</b>											
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	885.42	500,000.00	505,195.00
VICTOR VALLEY CCD, CA TXBL GO BONDS DTD 05/05/2016 1.896% 08/01/2021	92603PER9	500,000.00	AA-	Aa3	12/28/2016	12/28/2016	490,150.00	2.35	3,950.00	497,674.06	506,475.00
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	5,917.50	1,003,550.00	1,034,780.00

## 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
<b>Security Type Sub-Total</b>		<b>2,000,000.00</b>					<b>2,000,150.00</b>	<b>2.19</b>	<b>10,752.92</b>	<b>2,001,224.06</b>	<b>2,046,450.00</b>
<b>Federal Agency Bond / Note</b>											
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	3,611.11	1,000,000.00	1,023,621.00
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	4,344.79	990,249.78	998,090.23
FEDERAL FARM CREDIT NOTES (CALLABLE) DTD 06/09/2020 0.230% 06/09/2022	3133ELH64	1,635,000.00	AA+	Aaa	6/8/2020	6/9/2020	1,631,730.00	0.33	229.81	1,631,828.55	1,632,861.42
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	3,848.09	773,745.07	797,495.15
FREDDIE MAC NOTES DTD 05/07/2020 0.375% 05/05/2023	3137EAER6	495,000.00	AA+	Aaa	5/29/2020	5/29/2020	495,688.05	0.33	278.44	495,666.85	496,249.88
FANNIE MAE NOTES DTD 05/22/2020 0.250% 05/22/2023	3135G04Q3	865,000.00	AA+	Aaa	5/20/2020	5/22/2020	862,396.35	0.35	234.27	862,491.46	864,109.05
FREDDIE MAC NOTES DTD 06/26/2020 0.250% 06/26/2023	3137EAES4	780,000.00	AA+	Aaa	6/24/2020	6/26/2020	777,722.40	0.35	27.08	777,732.80	779,170.86
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	3,430.56	998,122.41	1,051,695.00
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	3,048.91	408,710.16	415,949.62
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	5,908.13	1,034,263.31	1,085,158.17
FEDERAL FARM CREDIT BANK NOTES DTD 04/09/2020 1.150% 04/09/2025	3133ELWC4	1,620,000.00	AA+	Aaa	4/13/2020	4/14/2020	1,620,000.00	1.15	4,243.50	1,620,000.00	1,623,197.88
FEDERAL HOME LOAN BANK NOTES DTD 04/16/2020 0.500% 04/14/2025	3130AJHU6	560,000.00	AA+	Aaa	4/15/2020	4/16/2020	557,222.40	0.60	583.33	557,338.13	561,382.08
FANNIE MAE NOTES DTD 04/24/2020 0.625% 04/22/2025	3135G03U5	125,000.00	AA+	Aaa	4/28/2020	4/28/2020	124,763.75	0.66	145.40	124,772.06	126,052.25

## 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
<b>Federal Agency Bond / Note</b>											
FANNIE MAE NOTES DTD 04/24/2020 0.625% 04/22/2025	3135G03U5	875,000.00	AA+	Aaa	4/22/2020	4/24/2020	873,197.50	0.67	1,017.79	873,264.70	882,365.75
FREDDIE MAC NOTES (CALLABLE) DTD 04/28/2020 1.100% 04/28/2025	3134GVNJ3	1,009,000.00	AA+	Aaa	4/28/2020	4/28/2020	1,010,261.25	1.07	1,942.33	1,009,820.16	1,011,198.61
FANNIE MAE NOTES DTD 06/19/2020 0.500% 06/17/2025	3135G04Z3	865,000.00	AA+	Aaa	6/17/2020	6/19/2020	863,209.45	0.54	144.17	863,221.23	866,363.24
<b>Security Type Sub-Total</b>		<b>14,004,000.00</b>					<b>14,025,137.75</b>	<b>0.94</b>	<b>33,037.71</b>	<b>14,021,226.67</b>	<b>14,214,960.19</b>
<b>Corporate Note</b>											
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	2,625.00	999,877.52	1,014,289.00
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	1,205.75	526,149.88	537,263.65
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	8,850.00	1,004,465.12	1,033,696.00
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	2,177.42	579,806.25	600,959.46
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	489.27	525,432.85	549,366.83
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	5,805.00	670,543.48	709,190.78
EXXON MOBIL CORPORATION CORP NOTES DTD 03/03/2016 2.726% 03/01/2023	30231GAR3	985,000.00	AA	Aa1	6/13/2019	6/14/2019	1,001,400.25	2.26	8,950.37	996,768.03	1,036,184.54
WAL MART STORES INC GLOBAL NT (CALLABLE) DTD 04/11/2013 2.550% 04/11/2023	931142DH3	965,000.00	AA	Aa2	5/21/2020	5/26/2020	1,015,701.10	0.70	5,468.33	1,013,799.81	1,015,935.60

## 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
<b>Corporate Note</b>											
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	1,146.44	414,868.30	428,794.19
APPLE INC CORPORATE NOTES DTD 05/11/2020 0.750% 05/11/2023	037833DV9	325,000.00	AA+	Aa1	5/4/2020	5/11/2020	324,116.00	0.84	338.54	324,157.17	328,157.05
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	1,693.13	520,132.89	553,101.15
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	8,940.28	514,392.93	547,380.50
TOYOTA MOTOR CREDIT CORP CORP NOTES DTD 02/13/2020 1.800% 02/13/2025	89236TGT6	250,000.00	A+	A1	5/20/2020	5/26/2020	252,442.50	1.58	1,725.00	252,391.50	258,230.25
TOYOTA MOTOR CREDIT CORP CORP NOTES DTD 02/13/2020 1.800% 02/13/2025	89236TGT6	180,000.00	A+	A1	5/20/2020	5/26/2020	181,758.60	1.58	1,242.00	181,721.88	185,925.78
<b>Security Type Sub-Total</b>		<b>8,455,000.00</b>					<b>8,535,886.37</b>	<b>2.22</b>	<b>50,656.53</b>	<b>8,524,507.61</b>	<b>8,798,474.78</b>
<b>Certificate of Deposit - FDIC Insured</b>											
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	672.66	248,000.00	249,084.50
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	12.62	249,000.00	252,720.81
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	30.45	247,000.00	254,188.94
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	2,375.26	247,000.00	254,487.31
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	1,976.68	247,000.00	254,994.90
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	1,644.07	247,000.00	254,527.57

## 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
<b>Certificate of Deposit - FDIC Insured</b>											
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	1,490.04	248,000.00	255,641.38
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	1,442.41	247,000.00	256,078.24
<b>Security Type Sub-Total</b>		<b>1,980,000.00</b>					<b>1,980,000.00</b>	<b>2.11</b>	<b>9,644.19</b>	<b>1,980,000.00</b>	<b>2,031,723.65</b>
<b>Certificate of Deposit</b>											
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	2.83	3,887.32	575,000.00	585,351.15
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	3,762.00	570,000.00	573,539.70
DNB BANK ASA/NY LT CD DTD 12/06/2019 2.040% 12/02/2022	23341VZT1	430,000.00	AA-	Aa2	12/5/2019	12/6/2019	430,000.00	2.03	706.63	430,000.00	446,435.03
<b>Security Type Sub-Total</b>		<b>1,575,000.00</b>					<b>1,575,000.00</b>	<b>2.24</b>	<b>8,355.95</b>	<b>1,575,000.00</b>	<b>1,605,325.88</b>
<b>Bank Note</b>											
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	34,395.83	2,006,616.57	2,012,496.00
<b>Security Type Sub-Total</b>		<b>2,000,000.00</b>					<b>2,191,145.28</b>	<b>2.50</b>	<b>34,395.83</b>	<b>2,006,616.57</b>	<b>2,012,496.00</b>
<b>Asset-Backed Security</b>											
HAROT 2020-1 A3 DTD 02/26/2020 1.610% 04/22/2024	43813RAC1	305,000.00	NR	Aaa	2/19/2020	2/26/2020	304,940.22	1.61	136.40	304,945.19	312,124.28
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	414,972.74	424,639.21

**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
<b>Asset-Backed Security</b>											
CARMX 2020-1 A3 DTD 01/22/2020 1.890% 12/16/2024	14315XAC2	185,000.00	AAA	NR	1/14/2020	1/22/2020	184,963.70	1.89	155.40	184,966.96	190,344.13
<b>Security Type Sub-Total</b>		<b>905,000.00</b>					<b>904,873.96</b>	<b>1.69</b>	<b>597.98</b>	<b>904,884.89</b>	<b>927,107.62</b>
<b>Managed Account Sub Total</b>		<b>55,989,000.00</b>					<b>56,096,234.35</b>	<b>1.74</b>	<b>241,610.99</b>	<b>55,974,291.02</b>	<b>57,764,493.91</b>
<b>Securities Sub-Total</b>		<b>\$55,989,000.00</b>					<b>\$56,096,234.35</b>	<b>1.74%</b>	<b>\$241,610.99</b>	<b>\$55,974,291.02</b>	<b>\$57,764,493.91</b>
<b>Accrued Interest</b>											<b>\$241,610.99</b>
<b>Total Investments</b>											<b>\$58,006,104.90</b>

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.
- **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.
- **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.

---

**GLOSSARY**

- **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.



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

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

Karen W. Murphy  
*Attorney*

**AUGUST 24, 2020  
BOARD OF DIRECTORS MEETING  
AGENDA ITEM # 9**

**TITLE:** **Authorize the General Manager to Execute an Agreement and Task Order No. 1 with Tanner Pacific, Inc. for the Twin Force Main Relocation – Phase 2 Project (*This is a Motion Item*)**

**SUBMITTED:** Paul R. Eldredge, General Manager/District Engineer  
Sami E. Ghossain, Manager of Technical Services  
Rollie Arbolante, Customer Team Coach

**Recommendation**

Staff recommends the Board authorize the General Manager to execute an Agreement and Task Order No. 1 with Tanner Pacific, Inc. in the amount of \$276,325 to provide construction management and inspection services for the Twin Force Main Relocation – Phase 2 Project (Project). The Project is funded by the developer, Taylor Morrison Homes (TMH).

**Discussion**

In March 2020, staff prepared a Request for Qualifications/Proposal to provide construction management services for the Project and issued it to Anchor Engineering, Brown and Caldwell, Carollo Engineers, Psomas, Jacobs Project Management Co., and Tanner Pacific Inc. Staff received proposals from Anchor Engineering, Carollo Engineers, Jacobs Project Management Co., and Tanner Pacific Inc., and selected Tanner Pacific, Inc., due to their past construction experience with similar facilities.

The purpose of the Agreement and Task Order No. 1 is to authorize construction management and inspection services to Tanner Pacific, Inc. for the construction of Phase 2 of the Twin Force Main Relocation Project. See attached project location map.

The negotiated cost for the proposed services is \$276,325 which represents 5.4% of the estimated construction cost for Phase 2 of the project of \$5.1M. In accordance with the Pipeline Relocation Agreement, TMH is ultimately responsible for the cost of construction management and will reimburse the District for the costs incurred under this task order.

The scope of work under Task Order No. 1 includes construction administration; facilitation of project meetings; processing of construction documents between the contractor, the design consultant, and the District; field quality control; coordination of field testing; and, project closeout inspection and administration.

The task order amount for the Project's agreement with Tanner Pacific, Inc. is summarized in the table below:

<b>TASK ORDER</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
1	Construction Management Services – Phase 2	\$276,325
	<b>Total</b>	<b>\$276,325</b>

Task Order No. 1 provides for construction management and inspection services through December 31, 2020. Staff has reviewed the scope of work and deems it appropriate for the project. Staff recommends the Board authorize the General Manager to execute an Agreement and Task Order No. 1 with Tanner Pacific, Inc. in the amount of \$276,325.

Taylor Morrison Homes has selected McGuire & Hester as the contractor to construct the Project. A preconstruction conference was held on June 24, 2020. McGuire & Hester has begun preparing submittals for review including a construction schedule. The contractor has submitted a schedule that provides for completion in July 2021. This proposed schedule is currently under review by the FMC Corporation, Lennar, TMH and the District. Tanner Pacific's task order is through December 2020, which is in line with the approved First Amendment to the Pipeline Relocation Agreement. Should a schedule be approved past the December 15, 2020 date in the First Amendment, an amendment to Task Order No. 1 for Tanner Pacific, Inc. would be needed. Additionally, District staff would also negotiate a second amendment to the Pipeline Relocation Agreement, extending the completion date consistent with the approved schedule.

## **Background**

### Development Background

In September 2011, the City of Newark approved the Dumbarton Transit-Oriented Development Specific Plan. The plan includes the construction of up to 2,500 residential units, a

neighborhood retail center, future transit station, and necessary infrastructure to support these uses. William Lyon Homes (acquired by Taylor Morrison Homes) was the developer who constructed 553 residential units for a portion of the development known as the Torian property.

The District owns and operates twin 33-inch diameter reinforced concrete force mains that convey wastewater flows from the Irvington Pump Station to the Alvarado Treatment Plant in Union City. The force mains traverse the development from south to north where it crosses an Alameda County Flood Control channel. The force mains continue within an easement on a proposed wetlands parcel and within the Hickory Street right-of-way, then within an easement over two private properties, and finally across the City and County of San Francisco (CCSF) right-of-way and the San Mateo County Transit right-of-way before connecting to the Newark Pump Station.

Part of the Torian property development involved creation of a wetland preserve at the southwestern corner of the property to partially mitigate wetlands fill over areas. A portion of the USD force main runs beneath the proposed Wetland Reserve, and, as part of William Lyon Home's permitting for the Torian Project, the Regional Water Quality Control Board's 401 permit condition required the developer to obtain authorization from the District Board.

#### Force Main Relocation and Agreement

District staff required WLH to submit a feasibility report to investigate the impacts of the development on the existing force mains. The feasibility report was extensively reviewed, and a presentation was provided at a special Board workshop held March 9, 2015, with a follow-up staff report and resolution that was approved by the Board at the Board Meeting of April 13, 2015. Subsequently, the Board approved Resolution No. 2819, authorizing execution of a pipeline relocation agreement with WLH on October 16, 2017.

In addition to defining the phasing and the scope of work, the agreement, among other things, included the following:

- Construction Management selection and cost responsibility (USD selection; WLH cost)
- Construction work plan detailing protection of the existing force mains during construction
- Limits of the force main relocation, phasing of the work
- Demolition of the old Newark Treatment Plant as part of Phase I, at no cost to the District
- Details for a concrete cap, as an interim measure, to allow the construction of Hickory Street to take place while existing force mains are in operation

Construction of Phase 1 included the relocation of a portion of the District's twin force mains as well as the construction of a concrete cap, to allow the construction of Hickory Street by William Lyon Homes, and the demolition of the old Newark Treatment Plant. .

**Previous Board Action**

April 13, 2015, the Board adopted Resolution No. 2755 Making Responsible Agency Findings Pursuant to the California Environmental Quality Act (CEQA) for the City of Newark Dumbarton Transit-Oriented Development Specific Plan Area, and Approve Abandonment of the Force Mains Within the Wetlands Parcel For The Development.

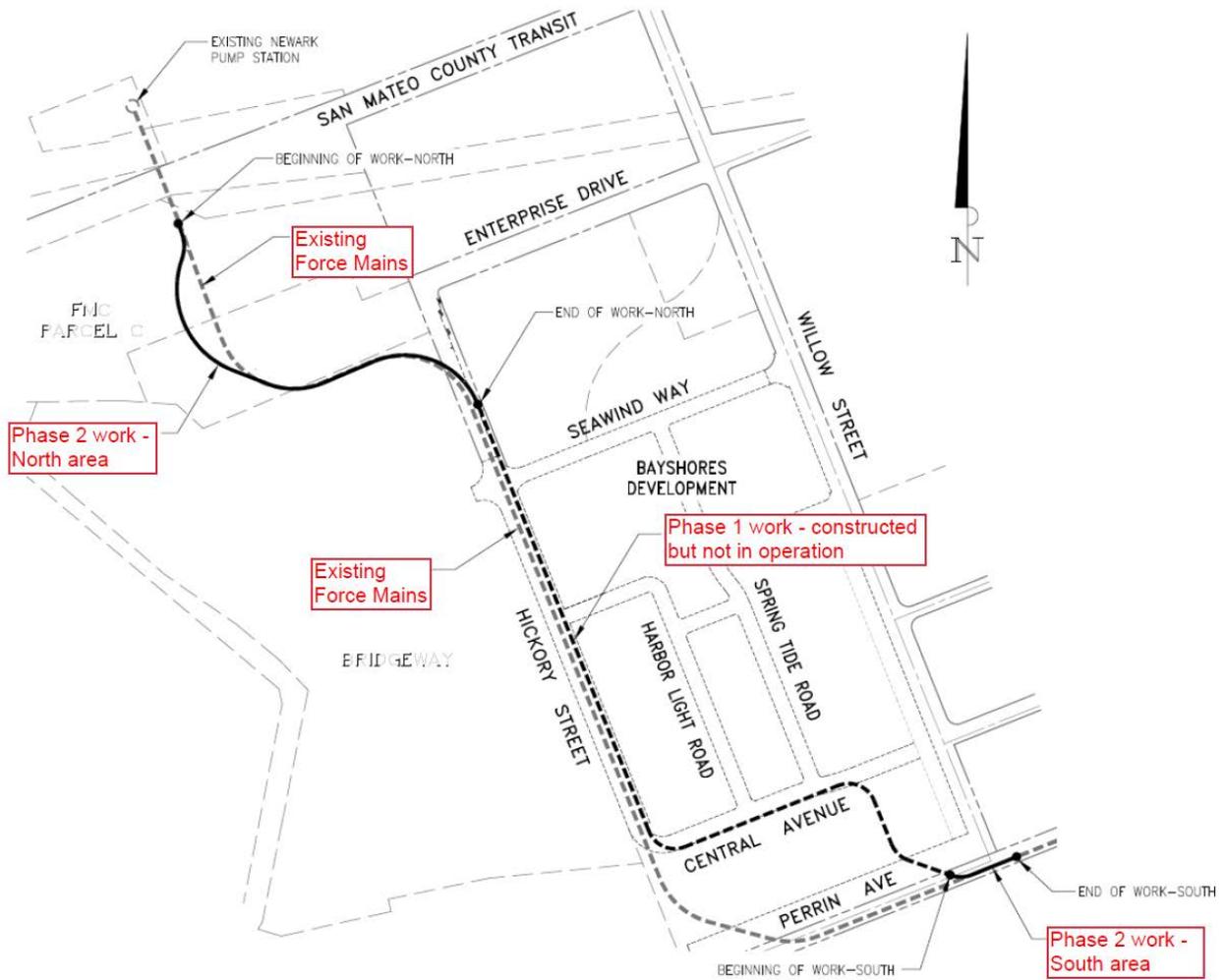
October 16, 2017, the Board adopted Resolution 2819 Authorizing Execution of a Pipeline Relocation Agreement with William Lyon Homes.

November 13, 2017, the Board authorized the General Manager to execute an Agreement and Task Order No. 1 with Tanner Pacific, Inc for the Twin Force Main Relocation – Phase 1 Project

March 3, 2020, the Board authorized the General Manager to execute the First Amendment to the Pipeline Relocation Agreement with Taylor Morrison Homes.

Attachments - Project Location Map  
Agreement  
Task Order No. 1

# Project Location Map



## Twin Force Main Relocation Project

**TWIN FORCE MAIN RELOCATION PROJECT – PHASE 2**  
**AGREEMENT**  
**BETWEEN**  
**UNION SANITARY DISTRICT**  
**AND**  
**TANNER PACIFIC, INC.**  
**FOR**  
**PROFESSIONAL SERVICES**

THIS IS AN AGREEMENT MADE AS OF August \_\_\_\_, 2020, BETWEEN UNION SANITARY DISTRICT (hereinafter referred to as District), and TANNER PACIFIC, INC. (hereinafter referred to as Engineer).

WITNESSETH:

WHEREAS, Taylor Morrison Homes (Developer) intends to relocate a portion of the District's twin force mains between the Irvington and Newark Pump Stations (hereinafter referred to as Project), and,

WHEREAS, District requires certain professional services in connection with the Project (hereinafter referred as Services); and

WHEREAS, Engineer is qualified and prepared to provide such Services;

NOW, THEREFORE, in consideration of the promises contained herein, the parties agree as follows:

**ARTICLE 1 - SERVICES TO BE PERFORMED BY ENGINEER**

- 1.1 Specific Services and the associated scope of services, payment, schedule, and personnel will be defined in specific Task Order as mutually agreed by District and Engineer.
- 1.2 All Task Orders will by reference incorporate the terms and conditions of this Agreement, and become formal amendments hereto.

**ARTICLE 2 - COMPENSATION**

- 2.1 Compensation for consulting services performed under this Agreement shall include:

- (1) Direct labor costs, multiplied by an agreed upon fixed factor (the Multiplier), to compensate for fringe benefits, indirect costs, and profit.
- (2) Non-labor direct project charge not included in the fixed factor and acceptable, without any markup.
- (3) Subconsultant costs, with a maximum markup of 5%.

Definitions are as follows:

- (a) Direct labor is salaries and wages paid to personnel for time directly chargeable to the project. Direct labor does not include the cost of Engineer's statutory and customary benefits, such as sick leave, holidays, vacations, and medical and retirement benefits nor the cost of the time of executive and administrative personnel and others whose time is not identifiable to the project.
- (b) Fringe benefits include Engineer's statutory and customary benefits, such as sick leave, holidays, vacations, medical and retirement benefits, incentive pay, tuition, and other costs classified as employee benefits.
- (c) Indirect costs are allocations of costs that are not directly chargeable to a specific engagement and are commonly referred to as Engineer's overhead. Indirect costs include provisions for such things as clerical support, office space, light and heat, insurance, statutory and customary employee benefits, and the time of executive and administrative personnel and others whose time is not identifiable to the Project or to any other project. Under no circumstances can the same labor costs be charged as direct labor and also appear at the same time as indirect costs, and vice versa.
- (d) The Multiplier is a multiplicative factor which is applied to direct labor costs, and compensates Engineer for fringe benefits and indirect costs (overhead) and profit.
- (e) Other non-labor direct project charges shall be included in the overhead and these charges include typical expenses as cost of transportation and subsistence, printing and reproduction, computer time and programming costs, identifiable supplies, outside consultant's charges, subcontracts, and charges by reviewing authorities."

Alternatively, the District and the Engineer may agree to utilize the fully-encumbered hourly rates and fees for Services performed by the Engineer. These hourly rates and fees shall be based on the Engineer's rate schedule published at the time this Agreement or Task Order is executed and shall be attached to each applicable Task Order.

- 2.2 Reimbursement for mileage shall not exceed the prevailing Internal Revenue Service's standard mileage rate.
- 2.3 A *Cost Ceiling* will be established for each Task Order which is based upon estimated labor-hours and cost estimates. Costs as described above, comprising direct labor, overhead cost, and other direct costs, shall be payable up to a Cost Ceiling as specified in the Task Order. A *Maximum Fee Ceiling*, or *Task Order Firm Ceiling*, will also be established for each Task Order which includes the Cost Ceiling plus the Professional Fee.
- 2.4 Engineer shall invoice District monthly for the actual costs incurred, and a pro-rated portion of the Professional Fee for work performed during the previous month. If the Maximum Fee Ceiling is reached, the Engineer will complete the agreed-upon work for the Maximum Fee Ceiling. With District staff approval, labor hours may be reallocated within the tasks without renegotiation in such a manner so as not to exceed the Maximum Fee Ceiling.
- 2.5 The Engineer shall provide the District with a review of the budget amounts when 75 percent of the Cost Ceiling for any task has been expended. Engineer may request a revision in the Cost Ceiling for performance of this Agreement, and will relate the rationale for the revision to the specific basis of estimate as defined in the Scope of Services. Such notification will be submitted to the District at the earliest possible date. The authorized Cost Ceiling shall not be exceeded without written approval of the District.
- 2.6 The Professional Fee will not be changed except in the case of a written amendment to the Agreement which alters the Scope of Services. District and Engineer agree to negotiate an increase or decrease in Cost Ceiling and Professional Fee for any change in Scope of Services required at any time during the term of this Agreement. Engineer will not commence work on the altered Scope of Services until authorized by District.
- 2.7 Direct labor rates are subject to revision to coincide with Engineer's normal salary review schedule. Adjustments in direct labor rates shall

not affect the firm ceiling without prior written authorization of the District.

- 2.8 District shall pay Engineer in accordance with each Task Order for Services.
- 2.9 Engineer shall submit monthly statements for Services rendered. District will make prompt monthly payments in response to Engineer's monthly statements.

### ARTICLE 3 - PERIOD OF SERVICE

- 3.1 Engineer's services will be performed and the specified services rendered and deliverables submitted within the time period or by the date stipulated in each Task Order.
- 3.2 Engineer's services under this Agreement will be considered complete when the services are rendered and/or final deliverable is submitted and accepted by District.
- 3.3 If any time period within or date by which any of the Engineer's services are to be completed is exceeded through no fault of Engineer, all rates, measures and amounts of compensation and the time for completion of performance shall be subject to equitable adjustment.

### ARTICLE 4 - DISTRICT'S RESPONSIBILITIES

District will do the following in a timely manner so as not to delay the services of Engineer.

- 4.1 Provide all criteria and full information as to District's requirements for the services assignment and designate in writing a person with authority to act on District's behalf on all matters concerning the Engineer's services.
- 4.2 Furnish to Engineer all existing studies, reports and other available data pertinent to the Engineer's services, obtain or authorize Engineer to obtain or provide additional reports and data as required, and furnish to Engineer services of others required for the performance of Engineer's services hereunder, and Engineer shall be entitled to use and rely upon all such information and services provided by District or others in performing Engineer's services under this Agreement.

- 4.3 Arrange for access to and make all provisions for Engineer to enter upon public and private property as required for Engineer to perform services hereunder.
- 4.4 Perform such other functions as are indicated in each Task Order related to duties of District.
- 4.5 Bear all costs incident to compliance with the requirements of this Section.

#### ARTICLE 5 - STANDARD OF CARE

- 5.1 Engineer shall exercise the same degree of care, skill, and diligence in the performance of the Services as is ordinarily provided by a professional Engineer under similar circumstance and Engineer shall, at no cost to District, re-perform services which fail to satisfy the foregoing standard of care.

#### ARTICLE 6 - OPINIONS OF COST AND SCHEDULE

- 6.1 Since Engineer has no control over the cost of labor, materials, equipment or services furnished by others, or over contractors', subcontractors' , or vendors' methods of determining prices, or over competitive bidding or market conditions or economic conditions, Engineer's cost estimate and economic analysis shall be made on the basis of qualification and experience as a professional engineer.
- 6.2 Since Engineer has no control over the resources provided by others to meet contract schedules, Engineer's forecast schedules shall be made on the basis of qualification and experience as a professional Engineer.
- 6.3 Engineer cannot and does not guarantee that proposals, bids or actual project costs will not vary from his cost estimates or that actual schedules will not vary from his forecast schedules.

#### ARTICLE 7 - SUBCONTRACTING

- 7.1 No subcontract shall be awarded by Engineer until prior written approval is obtained from the District.

#### ARTICLE 8 - ENGINEER-ASSIGNED PERSONNEL

- 8.1 Engineer shall designate in writing an individual to have immediate responsibility for the performance of the services and for all matters relating to performance under this Agreement. Key personnel to be assigned by Engineer will be stipulated in each Task Order. Substitution of any assigned person shall require the prior written approval of the District, which shall not be unreasonably withheld. If the District determines that a proposed substitution is not responsible or qualified to perform the services then, at the request of the District, Engineer shall substitute a qualified and responsible person.

#### ARTICLE 9 - OWNERSHIP OF DOCUMENTS

- 9.1 All work products, drawings, data, reports, files, estimate and other such information and materials (except proprietary computer programs, including source codes purchased or developed with Engineer monies) as may be accumulated by Engineer to complete services under this Agreement shall be owned by the District.
- 9.2 Engineer shall retain custody of all project data and documents other than deliverables specified in each Task Order, but shall make access thereto available to the District at all reasonable times the District may request. District may make and retain copies for information and reference.
- 9.3 All deliverables and other information prepared by Engineer pursuant to this Agreement are instruments of service in respect to this project. They are not intended or represented to be suitable for reuse by District or others on extensions of this Project or on any other project. Any reuse without written verification or adaptation by Engineer for the specific purpose intended will be at District's sole risk and without liability or legal exposure to Engineer; and District shall indemnify and hold harmless Engineer against all claims, damages, losses, and expenses including attorney's fees arising out of or resulting from such reuse. Any such verification or adaptation will entitle Engineer to further compensation at rates to be agreed upon by District and Engineer.

#### ARTICLE 10 - RECORDS OF LABOR AND COSTS

- 10.1 Engineer shall maintain for all Task Orders, records of all labor and costs used in claims for compensation under this Agreement. Records shall mean a contemporaneous record of time for personnel; a methodology and calculation of the Multiplier for fringe benefits and

indirect costs; and invoices, time sheets, or other factors used as a basis for determining other non-labor Project charges. These records must be made available to the District upon reasonable notice of no more than 48 hours during the period of the performance of this Agreement.

- 10.2 After delivery of Services (completion of Task Orders) under this Agreement, the Engineer's records of all costs used in claims for compensation under this Agreement shall be available to District's accountants and auditors for inspection and verification. These records will be maintained by Engineer and made reasonably accessible to the District for a period of three (3) years after completion of Task Orders under this Agreement.
- 10.3 Engineer agrees to cooperate and provide any and all information concerning the Project costs which are a factor in determining compensation under this Agreement as requested by the District or any public agency which has any part in providing financing for, or authority over, the Services which are provided under the Agreement.
- 10.4 Failure to provide documentation or substantiation of all Project costs used as a factor in compensation paid under Article 2 hereof will be grounds for District to refuse payment of any statement submitted by the Engineer and for a back charge for any District funds, including interest from payment; or grant, matching, or other funds from agencies assisting District in financing the Services specified in this Agreement.

## ARTICLE 11 - INSURANCE

Engineer shall provide and maintain at all times during the performance of the Agreement the following insurances:

- 11.1 Workers' Compensation and Employer's Liability Insurance for protection of Engineer's employees as required by law and as will protect Engineer from loss or damage because of personal injuries, including death to any of his employees.
- 11.2 Comprehensive Automobile Liability Insurance. Engineer agrees to carry a Comprehensive Automobile Liability Policy providing bodily injury liability. This policy shall protect Engineer against all liability arising out of the use of owned or leased automobiles both passenger and commercial. Automobiles, trucks, and other vehicles and equipment (owned, not owned, or hired, licensed or unlicensed for road use) shall be covered under this policy. Limits of liability for

Comprehensive Automobile Liability Insurance shall not be less than \$1,000,000 Combined Single Limit.

- 11.3 Comprehensive General Liability Insurance as will protect Engineer and District from any and all claims for damages or personal injuries, including death, which may be suffered by persons, or for damages to or destruction to the property of others, which may arise from the Engineer's operations under this Agreement, which insurance shall name the District as additional insured. Said insurance shall provide a minimum of \$1,000,000 Combined Single Limit coverage for personal injury, bodily injury, and property damage for each occurrence and aggregate. Such insurance will insure Engineer and District from any and all claims arising from the following:
1. Personal injury;
  2. Bodily injury;
  3. Property damage;
  4. Broad form property damage;
  5. Independent contractors;
  6. Blanket contractual liability.
- 11.4 Engineer shall maintain a policy of professional liability insurance, protecting it against claims arising out of negligent acts, errors, or omissions of Engineer pursuant to this Agreement, in an amount of not less than \$1,000,000. The said policy shall cover the indemnity provisions under this Agreement.
- 11.5 Engineer agrees to maintain such insurance at Engineer's expense in full force and effect in a company or companies satisfactory to the District. All coverage shall remain in effect until completion of the Project.
- 11.6 Engineer will furnish the District with certificates of insurance and endorsements issued by Engineer's insurance carrier and countersigned by an authorized agent or representative of the insurance company. The certificates shall show that the insurance will not be cancelled without at least thirty (30) days' prior written notice to the District. The certificates for liability insurance will show that liability assumed under this Agreement is included. The endorsements will show the District as an additional insured on Engineer's insurance policies for the coverage required in Article 11 for services performed under this Agreement, except for workers' compensation and professional liability insurance.
- 11.7 Waiver of Subrogation: Engineer hereby agrees to waive subrogation which any insurer of Engineer may acquire from Engineer by virtue of

the payment of any loss. Engineer agrees to obtain any endorsement that may be necessary to effect this waiver of subrogation.

The Workers' Compensation policy shall be endorsed with a waiver of subrogation in favor of the District for all work performed by the Engineer, its employees, agents and subconsultants.

## ARTICLE 12 - LIABILITY AND INDEMNIFICATION

- 12.1 Having considered the risks and potential liabilities that may exist during the performance of the Services, and in consideration of the promises included herein, District and Engineer agree to allocate such liabilities in accordance with this Article 12. Words and phrases used in this Article shall be interpreted in accordance with customary insurance industry usage and practice.
- 12.2 Engineer shall indemnify and save harmless the District and all of their agents, officers, and employees from and against all claims, demands, or causes of action of every name or nature to the extent caused by the negligent error, omission, or act of Engineer, its agents, servants, or employees in the performance of its services under this Agreement. In no event shall Engineer's costs to defend the District exceed the Engineer's proportionate percentage of negligence or fault, based upon a final judicial determination, except that if one or more defendants in an action are unable to pay its share of defense costs due to bankruptcy or dissolution, Engineer shall meet and confer with the other defendant parties regarding defense costs.
- 12.3 In the event an action for damages is filed in which negligence is alleged on the part of District and Engineer, Engineer agrees to defend District. In the event District accepts Engineer's defense, District agrees to indemnify and reimburse Engineer on a pro rata basis for all expenses of defense and any judgment or amount paid by Engineer in resolution of such claim. Such pro rata share shall be based upon a final judicial determination of proportionate negligence or, in the absence of such determination, by mutual agreement.
- 12.4 Engineer shall indemnify District against legal liability for damages arising out of claims by Engineer's employees. District shall indemnify Engineer against legal liability for damages arising out of claims by District's employees.
- 12.5 Indemnity provisions will be incorporated into all Project contractual arrangements entered into by District and will protect District and Engineer to the same extent.

- 12.6 Upon completion of all services, obligations and duties provided for in the Agreement, or in the event of termination of this Agreement for any reason, the terms and conditions of this Article shall survive.
- 12.7 To the maximum extent permitted by law, Engineer's liability for District's damage will not exceed the aggregate compensation received by Engineer under this Agreement or the maximum amount of professional liability insurance available at the time of any settlement or judgment, which ever is greater.

#### ARTICLE 13 - INDEPENDENT CONTRACTOR

Engineer undertakes performance of the Services as an independent contractor and shall be wholly responsible for the methods of performance. District will have no right to supervise the methods used, but District will have the right to observe such performance. Engineer shall work closely with District in performing Services under this Agreement.

#### ARTICLE 14 - COMPLIANCE WITH LAWS

In performance of the Services, Engineer will comply with applicable regulatory requirements including federal, state, and local laws, rules, regulations, orders, codes, criteria and standards. Engineer shall procure the permits, certificates, and licenses necessary to allow Engineer to perform the Services. Engineer shall not be responsible for procuring permits, certificates, and licenses required for any construction unless such responsibilities are specifically assigned to Engineer in Task Order.

#### ARTICLE 15 - NONDISCLOSURE OF PROPRIETARY INFORMATION

Engineer shall consider all information provided by District and all drawings, reports, studies, design calculations, specifications, and other documents resulting from the Engineer's performance of the Services to be proprietary unless such information is available from public sources. Engineer shall not publish or disclose proprietary information for any purpose other than the performance of the Services without the prior written authorization of District or in response to legal process.

#### ARTICLE 16 - TERMINATION OF CONTRACT

- 16.1 The obligation to continue Services under this Agreement may be terminated by either party upon seven days written notice in the event

of substantial failure by the other party to perform in accordance with the terms hereof through no fault of the terminating party.

- 16.2 District shall have the right to terminate this Agreement or suspend performance thereof for District's convenience upon written notice to Engineer, and Engineer shall terminate or suspend performance of Services on a schedule acceptable to District. In the event of termination or suspension for District's convenience, District will pay Engineer for all services performed and costs incurred including termination or suspension expenses. Upon restart of a suspended project, equitable adjustment shall be made to Engineer's compensation.

#### ARTICLE 17 - UNCONTROLLABLE FORCES

- 17.1 Neither District nor Engineer shall be considered to be in default of this Agreement if delays in or failure of performance shall be due to uncontrollable forces, the effect of which, by the exercise of reasonable diligence, the nonperforming party could not avoid. The term "uncontrollable forces" shall mean any event which results in the prevention or delay of performance by a party of its obligations under this Agreement and which is beyond the control of the nonperforming party. It includes, but is not limited to, fire, flood, earthquake, storms, lightening, epidemic, war, riot, civil disturbance, sabotage, inability to procure permits, licenses, or authorizations from any state, local, or federal agency or person for any of the supplies, materials, accesses, or services required to be provided by either District or Engineer under this Agreement, strikes, work slowdowns or other labor disturbances, and judicial restraint.
- 17.2 Neither party shall, however, be excused from performance if nonperformance is due to uncontrollable forces which are removable or remediable, and which the nonperforming party could have, with the exercise of reasonable diligence, removed or remedied with reasonable dispatch. The provisions of this Article shall not be interpreted or construed to require Engineer or District to prevent, settle, or otherwise avoid a strike, work slowdown, or other labor action. The nonperforming party shall, within a reasonable time of being prevented or delayed from performance by an uncontrollable force, give written notice to the other party describing the circumstances and uncontrollable forces preventing continued performance of the obligations of this Agreement. The Engineer will be allowed reasonable negotiated extension of time or adjustments for District initiated temporary stoppage of services.

## ARTICLE 18 - MISCELLANEOUS

- 18.1 A waiver by either District or Engineer of any breach of this Agreement shall not be binding upon the waiving party unless such waiver is in writing. In the event of a written waiver, such a waiver shall not affect the waiving party's rights with respect to any other or further breach.
- 18.2 The invalidity, illegality, or unenforceability of any provision of this Agreement, or the occurrence of any event rendering any portion or provision of this Agreement void, shall in no way effect the validity or enforceability of any other portion or provision of the Agreement. Any void provision shall be deemed severed from the Agreement and the balance of the Agreement shall be construed and enforced as if the Agreement did not contain the particular portion or provision held to be void.

## ARTICLE 19 - INTEGRATION AND MODIFICATION

- 19.1 This Agreement (consisting of pages 1 to 14) together with all Task Orders executed by the undersigned, is adopted by District and Engineer as a complete and exclusive statement of the terms of the Agreement between District and Engineer. This Agreement supersedes all prior agreements, contracts, proposals, representations, negotiations, letters, or other communications between the District and Engineer pertaining to the Services, whether written or oral.
- 19.2 The Agreement may not be modified unless such modifications are evidenced in writing signed by both District and Engineer.

## ARTICLE 20 - SUCCESSORS AND ASSIGNS

- 20.1 District and Engineer each binds itself and its directors, officers, partners, successors, executors, administrators, assigns and legal representatives to the other party to this Agreement and to the partners, successors, executors, administrators, assigns, and legal representatives of such other party, in respect to all covenants, agreements, and obligations of this Agreement.
- 20.2 Neither District nor Engineer shall assign, sublet, or transfer any rights under or interest in (including, but without limitation, monies that may become due or monies that are due) this Agreement without the written consent of the other, except to the extent that the effect of this limitation may be restricted by law. Unless specifically stated to the

contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under this Agreement. Nothing contained in this paragraph shall prevent Engineer from employing such independent engineers, associates, and subcontractors as he may deem appropriate to assist him/her in the performance of the Services hereunder and in accordance with Article 7.

20.3 Nothing herein shall be construed to give any rights or benefits to anyone other than District and Engineer.

#### ARTICLE 21 – INFORMATION SYSTEM SECURITY

When the District determines this article is applicable, the Engineer shall obtain written approval from the District representative prior to accessing District internal systems through real-time computer connections. Upon approval, the Engineer will use only in-bound connections to accomplish a legitimate business need and a previously defined and approved task. As a condition of approval, the Engineer shall:

- a) Be running a current operating system supported by the District with up-to-date security patches applied as defined in the District COE/Non-COE document.
- b) Have anti-virus software installed on his/her personal computer with up-to-date virus signatures.
- c) Have personal firewall software installed and enabled on their computer.
- d) Understand and sign the District's Electronic Equipment Use Policy, number 2160.

The District reserves the right to audit the security measures in effect on Engineer's connected systems without prior notice. The District also reserves the right to terminate network connections immediately with all Engineer's systems not meeting the above requirements.

#### ARTICLE 22 – EMPLOYEE BACKGROUND CHECK

Engineer, at no additional expense to the District, shall conduct a background check for each of its employees, as well as for the employees of its subconsultants (collectively "Consultant Employees") who will have access to District's computer systems, either through on-site or remote access, or whose contract work requires an extended presence on the District's premises. The

minimum background check process for any District consultant shall include, but not be limited to

1. California residents: Criminal Records (County and State Criminal Felony and Misdemeanor
2. Out of State residents: Federal criminal search of the National Criminal Database,

The background check shall be conducted and the results submitted to the District prior to initial access by Consultant Employees. If at any time, it is discovered that a Consultant Employee has a criminal record that includes a felony or misdemeanor, the Engineer is required to inform the District immediately and the District will assess the circumstances surrounding the conviction, time frame, nature, gravity, and relevancy of the conviction to the job duties, to determine whether the Consultant Employee will be placed or remain on a District assignment. The District may withhold consent at its sole discretion. The District may also conduct its own criminal background check of the Consultant Employees. Failure of the Engineer to comply with the terms of this paragraph may result in the termination of its contract with the District.

ARTICLE 23 - EXCEPTIONS

No exceptions.

IN WITNESS THEREOF, the parties hereto have made and executed this Agreement as of the day and year first above written.

UNION SANITARY DISTRICT

TANNER PACIFIC, INC.

By: \_\_\_\_\_

By: \_\_\_\_\_

Name: Paul R. Eldredge

Name: Michael K. Jaeger, P.E.

Title: General Manager/District Engineer

Title: Principal

Date: \_\_\_\_\_

Date: \_\_\_\_\_

## **TWIN FORCE MAIN RELOCATION PROJECT – PHASE 2**

**TASK ORDER NO. 1  
TO  
AGREEMENT  
BETWEEN  
UNION SANITARY DISTRICT  
AND  
TANNER PACIFIC, INC.  
FOR  
PROFESSIONAL SERVICES  
DATED AUGUST \_\_\_\_, 2020**

### **1. PURPOSE**

The purpose of this Task Order No. 1 is to provide construction management and inspection services by Tanner Pacific, Inc., hereinafter referred to as “Engineer”, for the relocation of twin force mains owned by the Union Sanitary District, hereinafter referred to as “District”. The project where construction management and inspection services are to be provided is the “Twin Force Main Relocation – Phase 2,” hereinafter referred to as the “Project.”

### **2. PROJECT COORDINATION**

Activities under this task order shall be coordinated through the District’s Project Manager, Rollie Arbolante.

### **3. SCOPE OF WORK**

The Scope of Services for this task order are presented in Exhibit A.

### **4. DELIVERABLES**

Engineer shall provide the District with all project documentation identified in Exhibit A.

### **5. PAYMENT TO THE ENGINEER**

Payment to the Engineer shall be as called for in Article 2 of the Agreement. Compensation shall be on an hourly basis with a not to exceed amount of \$ 276,325. The hourly rates and budget are presented in Exhibit B to Task Order No. 1 in accordance with current Tanner Pacific Rates.

The following table summarizes the previously executed and proposed task orders and amendments under the Agreement:

<b>Task Order / Amendment</b>	<b>Not to Exceed Amount</b>	<b>Board Authorization Required? (Yes/No)</b>	<b>District Staff Approval</b>
Task Order No. 1 – Construction Management	\$276,325	Yes	Paul Eldredge
<b>Total</b>	<b>\$276,325</b>		

**6. TIME OF COMPLETION**

All work and deliverables identified in this task order shall be completed and received by the District no later than 180 calendar days from the date of this task order.

**7. KEY PERSONNEL**

The Engineer’s personnel assigned to Task Order No. 1 shall be as follows:

<u>ROLE</u>	<u>KEY PERSONNEL TO BE ASSIGNED</u>
Project Manager, QA/QC	Michael Jaeger
Construction Manager	Michael Yeraka
Inspector	Thomas Hanson
Office Engineer	Lisa Vance

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

IN WITNESS WHEREOF, the parties hereto have made and executed this Task Order No. 1 as of August \_\_\_\_, 2020 and therewith incorporate it as part of the agreement.

UNION SANITARY DISTRICT  
(DISTRICT)

TANNER PACIFIC, INC.  
(ENGINEER)

By: \_\_\_\_\_ By: \_\_\_\_\_

Name: Paul R. Eldredge, P.E. Name: Michael K. Jaeger, P.E.

Title: General Manager/District Engineer Title: Principal

## Exhibit A

**Union Sanitary District  
Twin Force Main Relocation Project – Phase 2  
Tanner Pacific, Inc.  
Task Order No. 1 Scope of Services  
Construction Management & Inspection**

- I. Construction Manager: Michael Yeraka
  - A. Project Responsibilities
    1. Construction Administration
      - a. Provide administration and management services.
      - b. Act as the point of contact with all parties.
      - c. Establish, implement and maintain a system for tracking the construction project correspondence and documents using The Projectmates system.
      - d. Document all changes on the Construction Manager's conformed set of record drawings.
    2. Meetings
      - a. Assist with organizing the regular project progress meetings and other construction meetings required during the Project.
      - b. Prepare a Record of Discussion for all meetings and distribute at the start of each progress meeting.
    3. Submittals
      - a. Receive the submittals from the Contractor, Coleman Engineering and/or the Developer and review the submittals for general conformity with the Contract requirements and District Standards.
      - b. If obvious deficiencies are apparent in the submittal, send the submittal back to the Contractor and Developer for correction.
      - c. Route the submittal to the District and its consultants for review, then route the reviewed submittal back to the Contractor.
    4. Requests for Information (RFI)
      - a. Receive all requests for information (RFIs) from the Contractor and determine if the request is valid; if not, Tanner Pacific will return the RFI to the Contractor.
      - b. Provide a response to the Contractor for any administrative and general RFIs.
      - c. Route the RFIs to that have an impact on the District Facilities to the District and its consultants, as applicable.
      - d. Review the response, verify acceptability of response and transmit the RFI response to the Contractor and Developer.
    5. Clarification Letters (CL)
      - a. Review design clarification.

## Exhibit A

**Union Sanitary District  
Twin Force Main Relocation Project – Phase 2  
Tanner Pacific, Inc.  
Task Order No. 1 Scope of Services  
Construction Management & Inspection**

- b. Route the CL to Coleman Engineering; if appropriate, also route to the District and its consultants
    - 6. Change Order Preparation, Negotiation & Processing
      - a. Discuss details of change with the District to confirm approach.
      - b. Prepare and issue the change request to the Contractor with the appropriate design documents from Coleman Engineering.
      - c. Negotiate change orders with the Contractor and Developer in conjunction with District.
    - 7. Prepare Contract Change Orders (CCO) for execution by the District, the Developer and Contractor. Field Orders (FO) and Field Directives (FD), if directed by the District
      - a. In the event that the Contractor encounters a time sensitive problem where it is not practical to take time to negotiate a settlement, TPI will work with Coleman Engineering to issue a FO. All work done under a FO will be completed on a time and material basis. TPI, the District and the Developer will execute the FO.
      - b. Field Directives will be issued to the Contractor when the directed work is to proceed under protest. A copy will be provided to the Developer for their reference.
    - 8. Progress Payments, if directed by the District
      - a. Work with the District and the Developer to review and evaluate payment requests from the Contractor.
      - b. If the District wishes, provide written comments regarding the acceptability of the payment request after comparison to records of progress at the time of the request.
    - 9. Scheduling
      - a. Review the initial baseline schedule and provide comments.
      - b. Review monthly schedule updates for accuracy.
      - c. Provide written comments to the Contractor and Developer on the project schedule.
- II. Field Inspection (Thomas “TJ” Hanson)
  - A. Project Responsibilities
    - 1. Field Observation (When in the field)
      - a. Provide field observation services to monitor compliance with Contract Documents and District standard specifications and details.
      - b. Prepare a daily observation report documenting all field

## Exhibit A

### Union Sanitary District Twin Force Main Relocation Project – Phase 2 Tanner Pacific, Inc. Task Order No. 1 Scope of Services Construction Management & Inspection

- activities, field crews, Contractor equipment, and field problems.
  - c. Maintain the database, implemented by Tanner Pacific, for daily observation reports and photographs.
  - d. Provide photographic documentation of The Project prior to construction, and maintain photographs of field activities for status monitoring of the project.
  - 2. Coordinate Special Inspections
    - a. Maintain communication with the Developer/Contractor to confirm types and schedule for special inspection (concrete, reinforcing steel installation, soil compaction, etc.)
    - b. Contact the Developer's designated Special Inspection firm to schedule the appropriate inspector to be on site based on input from the Developer/Contractor to perform the required inspection.
    - c. Review Summary Report from the inspector to ensure the appropriate inspection took place and meets the contract requirements.
- III. Office Engineer Lisa Vance
- A. Assist with Pre-Construction Tasks
    - 1. Take notes during Pre-Construction meeting
    - 2. Send Record of Discussion to all Attendees after review by CM
  - B. Assist with Projectmates Site Set Up/Training
    - 1. Work with CM to set up site for document management
    - 2. Provide necessary training to Developer/Contractor/Designer staff for use of the Projectmates system
    - 3. Organize project documents in ProjectMates if requested by the District.
  - C. Assist with Document Review
    - 1. Work with the CM to evaluate submittals required to be reviewed to confirm all elements are included.
    - 2. Track and maintain submittal log
    - 3. Assist with coordinating review by Designer/Developer and USD as necessary
    - 4. Assist with forwarding responses to Contractor/Developer
    - 5. Assist with evaluation of RFI's (if any) to confirm appropriate.
    - 6. Work with CM to review RFI with USD and provide response to Developer/Contractor

## Exhibit A

**Union Sanitary District  
Twin Force Main Relocation Project – Phase 2  
Tanner Pacific, Inc.  
Task Order No. 1 Scope of Services  
Construction Management & Inspection**

7. Assist Inspector with any documentation needs and with any additional field inspection, if required.
- D. Assist with Project Close Out
  1. Assist CM with formal Close-Out of Project Documents
  2. Assist with Corrective Work Item list near the end of the project
  3. Assist with establishing final project punch list
  4. Assist with final compilation of Record Drawings maintained by Inspector to be delivered to Designer for final AUTOCAD set of drawings for USD records.
- IV. Special Inspections and Testing provided by Developer
  - A. Schedule and coordinate special inspections and materials testing, as needed. At a minimum:
    - a. Inspect backfill sampling and compaction testing
    - b. Inspect Concrete quality, if needed
  - B. The Developer/Contractor will contract for all other design related services.
- V. Project Closeout
  - A. The Contractor will furnish record drawings, which Tanner Pacific will review for accuracy and completeness.
  - B. Tanner Pacific will forward accepted Record Drawings to Coleman Engineering to prepare final Record Drawings in CAD.
  - C. Final Inspection and Punch List.
    1. Tanner Pacific, the District, Coleman Engineering (if necessary), the Developer and the Contractor will participate and provide input on final inspection.
    2. Tanner Pacific will prepare and issue the punch list with input from the District, Developer and Coleman Engineering.
    3. Tanner Pacific to provide the District and Developer with notification when all Punch List items are complete so District may notify Developer that they can formally accept the project for record purposes.
  - D. Tanner Pacific to provide the District with all project documentation electronically in PDF format, with record drawings in both CAD and PDF.
- VI. Warranty Coordination
  - A. The District will coordinate warranty work after the start of the warranty period.

**EXHIBIT B**  
**Exhibit B**  
**Union Sanitary District**  
**Twin Force Main Relocation - Phase 2: Task Order No. 1**  
**Tanner Pacific, Inc. - Staff Effort and Budget Estimate for Construction Management Services**  
**August 17, 2020**

		Budget			Construction Phase 1					
		Hours	Rate	Amount	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20
<b>Construction Management Team</b>										
Project Manager	M. Jaeger (Allowance)			\$ 15,000						
Constructor Manager	M. Yeraka	185	\$ 200	\$ 37,000	5	20	40	40	40	40
Office Engineer	L. Vance	320	\$ 130	\$ 41,600	20	100	60	60	40	40
Inspector	TJ Hanson	845	\$ 185	\$ 156,325	5	40	200	200	200	200
<b>CM Subtotal</b>				\$ 249,925						
<b>Other Direct Costs</b>										
	2nd Inspector	120	\$ 185	\$ 22,200			40	40	40	
	Inspector Vehicle	3.5	\$ 1,200	\$ 4,200			1	1	1	0.5
<b>ODC Subtotal</b>				\$ 26,400						
<b>TOTAL</b>		1,350		\$ 276,325	30	160	340	340	320	280

**Notes & Assumptions:**

NTP: 8/25/2020

1. Tanner Pacific's rates include all office expenses for home office telephone, computers, in-house reproduction and travel to the jobsite.
2. The Budget is based on an anticipated NTP of August 25, 2020.
3. The Budget includes some OT hours due to construction uncertainty on two projects. If OT does not occur it will not be billed.
4. The Budget anticipates 50 hour work weeks due to the short time frame to complete the work.
5. The Budget includes hours for a second inspector to assist with weekend work and work after night time shut downs and will be billed only if needed.
6. This Budget assumes Taylor Morrison Homes will provide a construction site trailer for TPI staff to use based on specific requirements provided to TMH from TPI.



**Directors**

Manny Fernandez  
Tom Handley  
Pat Kite  
Anjali Lathi  
Jennifer Toy

**Officers**

Paul R. Eldredge  
*General Manager/  
District Engineer*

Karen W. Murphy  
*Attorney*

**AUGUST 24, 2020  
BOARD OF DIRECTORS MEETING  
AGENDA ITEM # 10**

**TITLE:** Consider a Resolution to Accept a Sanitary Sewer Easement for Tract 7807 – Decoto Villas, Located at 3853 Decoto Road, in the City of Fremont (*This is a Motion Item*)

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

**Recommendation**

Staff recommends the Board consider a resolution to accept a sanitary sewer easement for Tract 7807 – Decoto Villas, located at 3853 Decoto Road, in the city of Fremont.

**Discussion**

None.

**Background**

The developer, HHH Property Group, LLC, is constructing a residential development consisting of 16 townhomes for Tract 7807, located at 3853 Decoto Road, in the city of Fremont. A vicinity map is attached.

Sanitary sewer service to the residential development will be provided by new 8-inch mains in the development's roadways that discharge to an existing 10-inch sewer in Decoto Road. The roadways of the development do not meet the City of Fremont's street dimensions and structure setback requirements for public streets and were, therefore, designated as private. HHH Property Group, LLC, has constructed the new 8-inch sewer mains and has granted the District a sanitary sewer easement that provides for access and maintenance of the new sewer mains.

District staff has reviewed the legal descriptions and plat map of the easement, as well as the Grant of Easement, and recommends approval.

**Previous Board Action**

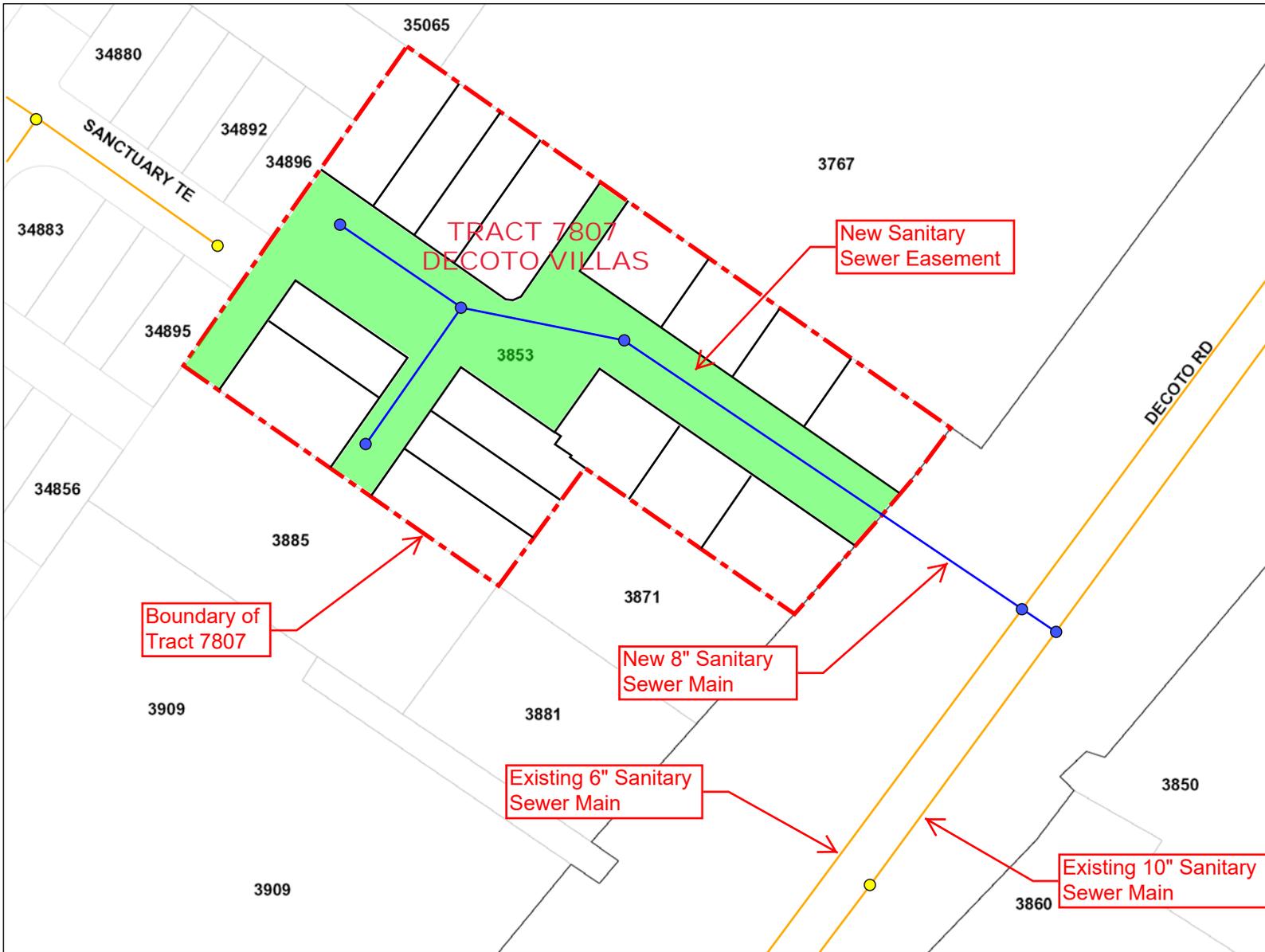
None.

PRE/SEG/RA/RS:mb

Attachments: Vicinity Map  
Resolution  
Recording Request with Certificate of Acceptance  
Grant of Easement with Exhibits A and B



# Vicinity Map: Grant of SSE, TR7807 - Decoto Villas



## Legend

### Sewer Manholes

- Drop manhole
- End Cap
- Junction structure
- Lampole
- Lift station
- Manhole
- New Manhole
- Riser

### Sewer Mains

- New Gravity Main
- EBDA outfall
- Forcemain
- Gravity main
- Overflow main
- Siphons
- Trunk Main

### Railroad / BART

- Railroad
- BART
- Public Right of Way
- Private Right of Way

### New Sewer Easement

- Parcel (typical)
- ACFC&WCD

58.3 0 29.17 58.3 Feet



1: 700



Printed: 8/9/2017 10:36:17

### For USD use only

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

### Notes

**RESOLUTION NO. \_\_\_\_\_**

**ACCEPT A SANITARY SEWER EASEMENT FOR  
TRACT 7807 – DECOTO VILLAS, LOCATED AT 3853 DECOTO ROAD, IN  
THE CITY OF FREMONT, CALIFORNIA**

RESOLVED by the Board of Directors of UNION SANITARY DISTRICT, that it hereby accepts the Grant of Easement from HHH PROPERTY GROUP, LLC, executed on June 10, 2019, as described in the Grant of Easement for Sanitary Sewer Purposes and by the legal description and plat map, attached as Exhibit A and Exhibit B, respectively.

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

On motion duly made and seconded, this resolution was adopted by the following vote on August 24, 2020:

AYES:

NOES:

ABSENT:

ABSTAIN:

---

TOM HANDLEY  
President, Board of Directors  
Union Sanitary District

Attest:

---

ANJALI LATHI  
Secretary, Board of Directors  
Union Sanitary District

RECORDING REQUESTED BY  
AND WHEN RECORDED RETURN TO:  
Union Sanitary District  
Attn: Regina McEvoy  
5072 Benson Road  
Union City, CA 94587

Record Without Fee  
*Pursuant to Government Code  
Section 27383*

*Space Above Reserved for Recorder's Use Only*

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

## **GRANT OF EASEMENT**

**BY AND BETWEEN**

**HHH PROPERTY GROUP, LLC**

**AND**

**UNION SANITARY DISTRICT**

**Effective Date: August 24, 2020**



RECORDING REQUESTED BY AND  
WHEN RECORDED RETURN TO:

Union Sanitary District  
5072 Benson Road  
Union City, CA 94587-2508  
Attention: Board Clerk

(ABOVE LINE FOR RECORDER'S USE ONLY)

Exempt from Recording Fee  
Per Gov't Code section 27383

### GRANT OF SANITARY SEWER EASEMENT

This Grant of Sanitary Sewer Easement (the "**Agreement**") is made and entered into as of June 10th, 2019 ("**Effective Date**"), by and between HHH PROPERTY GROUP, LLC, a limited liability company, ("**Grantor**") and UNION SANITARY DISTRICT, a sanitary district organized under the laws of the State of California ("**Grantee**"). Grantor and Grantee may each be referred to as a "**Party**" or collectively as the "**Parties.**"

#### RECITALS

A. Grantor is the fee owner of that certain real property located at 3853 Decoto Road in the City of Fremont, County of Alameda, State of California, identified as Parcel A of Tract 7807, Alameda County Assessor Parcel Number 543 030008700, and more particularly described and depicted in Exhibit A attached hereto and incorporated herein by this reference ("**Grantor Property**").

B. Union Sanitary District ("**USD**") desires to obtain an easement over a portion of the Grantor Property for a sanitary sewer pipe and related appurtenances in order to effectuate the development of townhomes, apartments and retail space.

C. The Parties enter into this Agreement to provide USD with a recorded easement for a sanitary sewer pipe and any related appurtenances and for ingress to and egress from the easement area and over Grantor Property.

#### AGREEMENT

NOW, THEREFORE, for good and valuable consideration, receipt of which is hereby acknowledged, the Parties agree as follows:

1. Grant of Sanitary Sewer Easement. Grantor hereby grants and dedicates to Grantee a non-exclusive perpetual easement in, over, under, and upon that certain real property described and depicted in Exhibit B ("**Easement Area**"), together with the perpetual right of ingress to and egress from the Easement Area, for sanitary sewer purposes, including the rights to access, excavate, install, replace, repair, reconstruct, upgrade, and maintain sanitary sewer pipes and facilities located within the Easement Area.

2. Limitation on Improvements; Landscaping. Grantee covenants and agree to keep the Easement Area free and clear of buildings, trees, or structures of any kind, except for low level landscaping, legal fences, and ground surfacing such as gravel, brick, unreinforced concrete, stone and asphalt.

3. Entire Agreement. This Agreement contains the entire understanding and agreement of the Parties relating to the rights herein granted and the obligations herein set forth. Any prior, contemporaneous, or subsequent written or oral representations and modifications concerning this Agreement shall be of no force or effect. This Agreement may be amended only by a written instrument signed by both Grantor and Grantee.

4. Counterparts. This Agreement may be executed in one or more counterparts, each of which shall, for all purposes, be deemed an original and all such counterparts, taken together, shall constitute one and the same instrument.

5. Recitals; Exhibits. The Recitals above and Exhibits attached hereto are incorporated herein by reference.

6. Covenants Running with the Land. Grantor Property is to be burdened by, and Grantee is to be benefited by, the provisions of this Agreement, and such property is to be benefited and burdened, as applicable by the covenants in this Agreement and is to be held, conveyed, hypothecated, encumbered, leased, rented, used, occupied, and improved subject to the foregoing limitations, restrictions, easements, covenants, obligations and conditions. All provisions of this Agreement shall run with the land and be binding upon and inure to the benefit of Grantor Property and all parties having or acquiring any right, title, or interest in Grantor Property and shall be binding upon and inure to the benefit of the Grantee and its successors and assigns.

IN WITNESS WHEREOF, the Parties have caused this Agreement to be duly executed as of the day and year first above written.

**GRANTOR:**

HHH PROPERTY GROUP, LLC

By: \_\_\_\_\_

Name: \_\_\_\_\_

Its: \_\_\_\_\_

Chunbo Zhang  
[Signature]  
Manager  
*(signature must be notarized)*

**GRANTEE:**

UNION SANITARY DISTRICT

By: \_\_\_\_\_

Name: Paul R. Eldredge

Its: General Manager

*(signature must be notarized)*

## ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

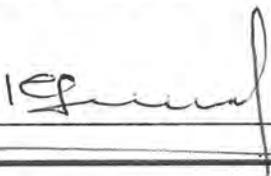
State of California  
County of SANTA CLARA )

On June 12, 2019 before me, K. L. DUBAL NOTARY PUBLIC  
(insert name and title of the officer)

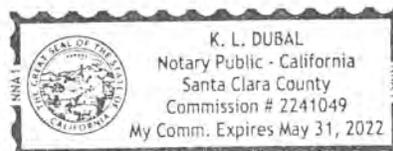
personally appeared chunbo Zhang,  
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature 

(Seal)



**EXHIBIT "A"**  
**LEGAL DESCRIPTION**  
**SANITARY SEWER EASEMENT**

REAL PROPERTY SITUATED IN THE CITY OF FREMONT, COUNTY OF ALAMEDA, STATE OF CALIFORNIA, DESCRIBED AS FOLLOWS:

ALL OF PARCEL "A" AS SHOWN ON THE FINAL MAP ENTITLED "FINAL MAP TRACT 7807" RECORDED FEBRUARY 3rd, 2017 AND FILED IN BOOK 345 OF MAPS PAGE 71 ALAMEDA COUNTY RECORDS AND SHOWN ON EXHIBIT "B" ATTACHED.

CONTAINING 10,706 SQFT ±.

ATTACHED HERETO IS A PLAT TO ACCOMPANY LEGAL DESCRIPTION, AND BY THIS REFERENCE MADE A PART HEREOF.

END OF DESCRIPTION



A handwritten signature in blue ink, appearing to read "Michael E. Milani", written over a horizontal line.

FOR MILANI & ASSOCIATES  
MICHAEL E. MILANI  
L.S. 5311 EXP: 12/31/2019





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

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

Karen W. Murphy  
*Attorney*

**AUGUST 24, 2020  
BOARD OF DIRECTORS MEETING  
AGENDA ITEM # 11**

**TITLE:** Old Alameda Creek Proposed Discharge Permit Update (*This is an Information Item*)

**SUBMITTED:** Paul R. Eldredge, General Manager/District Engineer  
Armando Lopez, T&D Work Group Manager  
Tim Grillo, R&S Coach

**Recommendation**

Information only.

**Discussion**

Preparing and planning for the management of wet weather flows has been a priority for District staff, considering East Bay Regional Parks' plan to convert the Hayward Marsh into a tidally influenced marsh.

After evaluating multiple solutions, with the help of Woodard and Curran (WC), seeking approval from the Regional Water Quality Control Board (RWQCB) to further utilize Old Alameda Creek (OAC) to discharge intermittently during wet weather was selected as the solution that fits the District's needs.

The language in the existing permit is restrictive and only allows for infrequent use of the Hayward Marsh; it was assumed that discharge would only be used once every 10 years. It also requires that the EBDA system capacity be maxed out before the outfall can be utilized. Due to these restrictions, the outfall was last used in the late 1990s.

Working with RWQCB, and with the technical support from WC, a regulatory path was identified over the last couple of years to support the District's need to have a viable wet weather relief discharge solution. The result of these efforts has led to the creation of a newly structured Old Alameda Creek permit draft, made possible because of the District's commitment to improving the water quality of its effluent with the Enhanced Treatment and Site Upgrade (ETSU) program.

The completed ETSU program is required to meet the water quality objectives committed to the RWQCB to modify the OAC permit. Although the permit term is only valid for 5 years, language in the fact sheet of the permit captures agreement for future possibilities at the completion of the ETSU program. District staff felt it was important to memorialize these terms and conditions since the ETSU program will not be completed in this 5-year permit term and because doing so will also help in the event of staff changes.

Several important changes were made during the permit renewal process to assist the District with the more frequent, yet intermittent discharge to OAC during wet weather season. These changes are as follows:

#### Before ETSU Completion

- Utilize the ETSU program for the basis of exemption from the prohibition of shallow water discharges to the bay
- Allow more frequent discharge to OAC when the contractual EBDA limit of 42.9 MGD is met or when the EBDA line is hydraulically limited with current effluent quality
- Ensure all operational measures are utilized to minimize discharges to OAC and document these efforts prior to the utilization of OAC
- Use annual reports to update the RWQCB of the ETSU program progress
- Update technical requirements, for example the use of E.coli rather than Enterococcus to prove bacteriological disinfection standards have been met
- Update and report on progress of the Hayward Marsh that enables RWQCB to rescind the permit once the District completes two ongoing projects

#### After ETSU Completion

- The District may have the opportunity to discharge to OAC at flows greater than 36 MGD
- Ensure all operational measures are utilized to minimize discharge to OAC and document these efforts prior to its utilization

The permit renewal application (Report of Waste Discharge) was submitted to the San Francisco Regional Water Quality Control Board (Regional Board). The Regional Board issued an administrative draft for the District's review on 7/1/2020 and comments were submitted to the Regional Board on 7/7/2020. The Regional Board issued the Tentative Order for review and public comment on 8/3/2020. Comments from the public or other interested parties will be accepted until 9/3/2020 at 5 PM. All comments will be made public. District staff is currently

reviewing the Tentative Order. If no significant comments are made or significant language changes are requested, the Tentative Order will be brought before the Regional Board for adoption on 10/14/2020.

**Background**

The discharge of treated final effluent from Union Sanitary District is regulated by the three National Pollutant Discharge Elimination System (NPDES) permits: EBDA Permit (CA0037869), Old Alameda Creek Intermittent Wet Weather Permit (CA0038733), and Hayward Marsh Permit (CA0038636). Each have a 5-year renewal cycle. This year we are renewing the Old Alameda Creek permit.

The existing Old Alameda Creek permit was last adopted on 11/18/2015, became effective on 1/1/2016, and was due to expire on 12/31/2020. A renewal application and Report of Waste Discharge (ROWD) was submitted before the required deadline of 4/30/2020.

**Previous Board Action**

None.



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

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

Karen W. Murphy  
*Attorney*

**AUGUST 24, 2020  
BOARD OF DIRECTORS MEETING  
AGENDA ITEM # 12**

**TITLE:** **Certificates of Merit to Union Sanitary District’s Class I Permitted Industries  
(This is an Information Item)**

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

**Recommendation**  
Information only.

**Discussion**  
None.

**Background**

USD currently permits over 90 Industrial Facilities and Groundwater projects throughout the Tri-Cities. Individual permits for these facilities are required under the Clean Water Act (40 CFR 403), CalEPA, USD’s NPDES permits, and Sewer Use Ordinance 36.04.

The Certificates of Merit presentation is an annual event that is held to recognize Class I permitted industries that have exceeded the requirements of their wastewater discharge permits during the prior calendar year. Facilities are classified as Class I due to the types of industrial processes they perform and the volume of wastewater they discharge. In addition, the certificates recognize industries that have consistently complied with and implemented pollution prevention measures, maintained a cooperative relationship with the District and demonstrated continuing awareness and understanding of environmental issues and requirements.

This year, twenty-seven (27) Significant Industrial Users (SIUs) are eligible to receive Certificates of Merit. However, due to the current Alameda County Shelter-in-Place Order and other measures taken in response to the Covid-19 pandemic, staff will not be hosting a presentation ceremony. Instead, staff will be mailing the framed certificates to the award winners, along with a letter of acknowledgment. As in previous years, staff will also run advertisements in the Tri-City Voice and Argus newspapers congratulating the awardees.

District staff commends these twenty-seven SIU's for their excellent performance during 2019. Staff will place the advertisements in the August 25<sup>th</sup> issue of the Tri-City Voice and August 28<sup>th</sup> issue of the Argus.

Companies receiving the Certificates of Merit are:

City of Fremont (25 of 31 SIUs)

Air Liquide Advanced Materials  
Amphenol NovaSensor  
Applied Thin-Film Products  
Bay Area Circuits, Inc.  
Boehringer Ingelheim Fremont, Inc.  
Clean Sciences, Inc.  
Enablence USA Components, Inc.  
Finisar Corporation  
Global Plating, Inc.  
Intematix Corporation  
Kaiser Permanente Hospital - Fremont  
Lam Research Corporation (CA03/CA3E)  
Lam Research Corporation (CA30)  
Materion Brush, Inc.  
Microwave Technology, Inc.  
NeoPhotonics Corporation  
Quality Transport, Inc./Truck-Rail Handling, Inc.  
Quantum Clean #2  
Sanmina Corporation  
Seagate Technology, LLC  
SLD Laser Diode, Inc.  
Tri-Cities Recycling and Disposal Facility  
Washington Hospital Healthcare System  
Western Digital Technologies B1  
Western Digital Technologies B2

Agenda Item No. 12  
Meeting August 24, 2020  
Page 3

City of Newark (1 of 3 SIUs)  
Matheson Tri-Gas, Inc.

City of Union City (1 of 2 SIUs)  
Electrochem Solutions, Inc.

**Previous Board Action**  
None.

PRE/SEG/MD/AP:dp

Attachment: Tri City Voice and Argus Advertisement

# Congratulations to Tri-City Industries

You're helping to keep San Francisco Bay clean!



**Union Sanitary District** congratulates  
the following industries. They have received USD's  
**2019 Certificate of Merit**  
for 100% compliance with water quality requirements



## Fremont

- Air Liquide Advanced Materials
- ★ Amphenol NovaSensor (6)
- ★ Applied Thin-Film Products (14)
- ★ Bay Area Circuits, Inc. (6)
- ★ Boehringer Ingelheim Fremont, Inc. (5)
- ★ Clean Sciences, Inc. (3)
- ★ Enable USA Components, Inc. (11)
- ★ Finisar Corporation (17)
- ★ Global Plating, Inc. (5)
- Intematix Corporation
- ★ Kaiser Permanente Hospital – Fremont (7)
- ★ Lam Research Corporation (CA03/CA3E) (9)
- ★ Lam Research Corporation (CA 30) (11)
- ★ Materion Brush, Inc. (2)
- ★ Microwave Technology, Inc. (9)
- NeoPhotonics Corporation
- ★ Quality Transport, Inc./Truck-Rail Handling, Inc. (10)
- ★ Quantum Clean #2 (13)
- Sanmina Corporation
- ★ Seagate Technology, LLC (2)
- ★ SLD Laser Diode, Inc. (8)
- ★ Tri-Cities Recycling and Disposal Facility (15)
- ★ Washington Hospital Healthcare System (7)
- ★ Western Digital Technologies B1 (3)
- ★ Western Digital Technologies B2 (2)

## Newark

- ★ Matheson Tri-Gas, Inc. (10)

## Union City

- ★ Electrochem Solutions, Inc. (4)

- ★ (Consecutive years receiving award)



**Protecting The Tri-Cities & San Francisco Bay**

*Board of Directors*

Manny Fernandez Tom Handley Pat Kite Anjali Lathi Jennifer Toy



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

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

Karen W. Murphy  
*Attorney*

**AUGUST 24, 2020  
BOARD OF DIRECTORS MEETING  
AGENDA ITEM # 13**

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

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

**Recommendation**

Information only.

**Discussion**

None.

**Background**

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

**Previous Board Action**

None.

**UNION SANITARY DISTRICT  
CHECK REGISTER  
08/01/2020-08/14/2020**

Check No.	Date	Dept	Invoice No.	Vendor	Description	Invoice Amt	Check Am
175203	8/6/2020	110	3209	EAST BAY DISCHARGERS AUTHORITY	O&M ASSESSMENT, JUL-SEP 2020	\$444,802.96	\$444,802.96
175257	8/13/2020	143	11378285	BROWN & CALDWELL CONSULTANTS	PRIMARY DIGESTER NO. 7	\$28,629.45	\$148,260.37
	8/13/2020	143	11378748		EMERGENCY OUTFALL OUTLET IMPROVEMENTS	\$6,522.45	
	8/13/2020	143	11378322		STANDBY POWER SYSTEM UPGRADE	\$113,108.47	
175233	8/6/2020	110	15857	SYNAGRO WEST LLC	JUNE 2020 BIOSOLIDS DISPOSAL	\$19,841.09	\$104,664.63
	8/6/2020	110	15485		MAY 2020 BIOSOLIDS DISPOSAL	\$84,823.54	
175286	8/13/2020	170	898220200805	PACIFIC GAS AND ELECTRIC	SERV TO 07/29/20 FREMONT PS	\$262.69	\$100,938.68
	8/13/2020	170	666720200805		SERV TO 07/29/2020 PASEO PADRE PS	\$371.98	
	8/13/2020	110	892820200805		SERV TO 07/29/20 HAYWARD MARSH	\$57.75	
	8/13/2020	110	170120200805		SERV TO 07/20/2020 PLANT	\$100,246.26	
175242	8/13/2020		2006015	ABTECH TECHNOLOGIES INC	4 PLANT VSAN SERVERS	\$96,728.64	\$96,728.64
175234	8/6/2020	143	220180	TANNER PACIFIC INC	PRIMARY DIGESTER NO. 2 REHABILITATION	\$17,370.00	\$66,443.48
	8/6/2020	143	220179		ALVARADO INFLUENT PS PUMPS AND VFDS	\$49,073.48	
175291	8/13/2020	173	2464	SHARESQUARED INC	PORTAL MIGRATION TO SHAREPOINT ONLINE	\$37,370.75	\$37,370.75
175224	8/6/2020	170	761520200724	PACIFIC GAS AND ELECTRIC	SERV TO 07/23/20 NEWARK PS	\$25,109.27	\$25,627.23
	8/6/2020	110	224720200728		SERV TO 07/21/20 CS TRAINING TRAILER	\$517.96	
175269	8/13/2020	170	245311	FRANK A OLSEN COMPANY	2 EFFLUENT SCREEN SOUTH BUTTERFLY VLV YOKE	\$20,510.64	\$20,510.64

**UNION SANITARY DISTRICT  
CHECK REGISTER  
08/01/2020-08/14/2020**

Check No.	Date	Dept	Invoice No.	Vendor	Description	Invoice Amt	Check Am
175237	8/6/2020	110	48655905	UNIVAR SOLUTIONS USA INC	4920.6 GALS SODIUM HYPOCHLORITE	\$3,554.53	\$20,386.50
	8/6/2020	110	48654195		4709.4 GALS SODIUM HYPOCHLORITE	\$3,401.96	
	8/6/2020	110	48654194		4794.9 GALS SODIUM HYPOCHLORITE	\$3,463.73	
	8/6/2020	110	48655904		4799.3 GALS SODIUM HYPOCHLORITE	\$3,466.90	
	8/6/2020	110	48651085		4497.2 GALS SODIUM HYPOCHLORITE	\$3,248.68	
	8/6/2020	110	48652666		4500 GALS SODIUM HYPOCHLORITE	\$3,250.70	
175201	8/6/2020	173	10402887391	DELL MARKETING LP C/O DELL USA	FY20 Q4 LAPTOPS	\$19,721.14	\$19,721.14
175295	8/13/2020		533620200722	US BANK CORP PAYMENT SYSTEM	MONTHLY CAL-CARD REPORT - JULY 2020	\$17,508.96	\$17,508.96
175241	8/6/2020	143	178759	WOODARD & CURRAN INC	HEADWORKS SCREENS REPLACEMENT	\$16,689.62	\$16,689.62
175267	8/13/2020	173	520192	CORNERSTONE TECHNOLOGIES	SOPHOS RENEWAL - 2 YEARS	\$14,105.60	\$14,105.60
175279	8/13/2020	173	20879	LOOKINGPOINT INC	PHONE SYSTEM UPGRADE SERVICES	\$14,045.00	\$14,045.00
175277	8/13/2020	110	9017680172	KEMIRA WATER SOLUTIONS INC	47,220 LBS FERROUS CHLORIDE	\$6,777.69	\$13,318.53
	8/13/2020	110	9017680895		46,240 LBS FERROUS CHLORIDE	\$6,540.84	
175275	8/13/2020	143	2006080722	KELLCO SERVICES INC	ASBESTOS SAMPLING OF EAST BLOWER ROOM ROOF	\$4,615.00	\$12,650.00
	8/13/2020	143	2006080721		ASBESTOS SAMPLING OF EAST BLOWER ROOM ROOF	\$8,035.00	
175210	8/6/2020	122	20839386	INFOR PUBLIC SECTOR, INC	MACP INSPECTION MODULE INSTALLATION	\$12,535.00	\$12,535.00
175296	8/13/2020	120	2020179970	USA NORTH 811	USA ANNUAL MEMBERSHIP	\$12,327.82	\$12,327.82

**UNION SANITARY DISTRICT  
CHECK REGISTER  
08/01/2020-08/14/2020**

Check No.	Date	Dept	Invoice No.	Vendor	Description	Invoice Amt	Check Am
175188	8/6/2020	110	4071037120200721	ALAMEDA COUNTY WATER DISTRICT	SERV TO: 07/20/20-BENSON ROAD	\$609.88	\$12,311.64
	8/6/2020	110	4071036120200721		SERV TO: 07/20/20-BENSON ROAD	\$11,593.57	
	8/6/2020	110	4071038120200722		SERV TO: 07/20/20-BENSON ROAD	\$108.19	
175225	8/6/2020	130	42017120	PFM ASSET MANAGEMENT LLC	INVESTMENT MANAGEMENT / ADVISORY SERVICES	\$4,038.95	\$12,260.11
	8/6/2020	130	52017669		INVESTMENT MANAGEMENT / ADVISORY SERVICES	\$4,175.42	
	8/6/2020	130	62018218		INVESTMENT MANAGEMENT / ADVISORY SERVICES	\$4,045.74	
175243	8/13/2020		8288	AIMS/PVIC	REFUND # 29026	\$7,500.00	\$10,000.00
	8/13/2020		8225		REFUND # 29025	\$2,500.00	
175258	8/13/2020	150	256609	BURKE, WILLIAMS & SORENSON LLP	FORCE MAIN RELOCATION - JUNE 2020	\$622.44	\$9,945.00
	8/13/2020	150	256611		ETSU - JUNE 2020	\$3,144.96	
	8/13/2020	150	256607		GENERAL LEGAL - JUNE 2020	\$6,177.60	
175199	8/6/2020	143	189023	CAROLLO ENGINEERS	PROJECT SPECIFICATION UPDATE PROJECT	\$5,509.53	\$9,782.86
	8/6/2020	143	189201		ALVARADO INFLUENT PS PUMPS AND VFDS	\$4,273.33	
175278	8/13/2020		37432220200801	LINCOLN NATIONAL LIFE INS COMP	LIFE & DISABILITY INSURANCE - AUG 2020	\$8,900.00	\$8,900.00
175208	8/6/2020	170	12038460	HACH COMPANY	1 SECONDARY TURBIDITY METER	\$7,449.18	\$7,449.18
175268	8/13/2020	113	1242414	ENTHALPY ANALYTICAL LLC	55 LAB SAMPLE ANALYSIS	\$1,028.00	\$7,148.00
	8/13/2020	113	1242051		107 LAB SAMPLE ANALYSIS	\$2,388.00	
	8/13/2020	113	1241932		148 LAB SAMPLE ANALYSIS	\$2,556.00	
	8/13/2020	113	1241929		63 LAB SAMPLE ANALYSIS	\$1,176.00	

**UNION SANITARY DISTRICT  
CHECK REGISTER  
08/01/2020-08/14/2020**

Check No.	Date	Dept	Invoice No.	Vendor	Description	Invoice Amt	Check Am
175293	8/13/2020	110	48659248	UNIVAR SOLUTIONS USA INC	4500 GALS SODIUM HYPOCHLORITE	\$3,250.70	\$6,790.35
	8/13/2020	110	48660825		4900 GALS SODIUM HYPOCHLORITE	\$3,539.65	
175244	8/13/2020	120	4110552320200804	ALAMEDA COUNTY WATER DISTRICT	SERV TO: 07/31/20-MTR HYD B32896066	\$1,098.91	\$5,587.87
	8/13/2020	120	4110540920200804		SERV TO: 07/31/20-MTR HYD B14830349	\$1,020.78	
	8/13/2020	110	4110541320200804		SERV TO: 07/31/20-MTR HYD B16435275	\$689.87	
	8/13/2020	120	4110541120200804		SERV TO: 07/31/20-MTR HYD B34041338	\$565.77	
	8/13/2020	120	4110541020200804		SERV TO: 07/31/20-MTR HYD B15000284	\$551.99	
	8/13/2020	120	4110552220200804		SERV TO: 07/31/20-MTR HYD B29389779	\$547.39	
	8/13/2020	120	4110540720200804		SERV TO: 07/31/20-MTR HYD B16484398	\$565.77	
	8/13/2020	120	4110541620200804		SERV TO: 07/31/20-MTR HYD B15001102	\$547.39	
175297	8/13/2020		48061	VALLEY OIL COMPANY	BULK OIL	\$5,513.31	\$5,513.31
175226	8/6/2020	110	1467725	POLYDYNE INC	39,600 LBS CLARIFLOC WE-539	\$5,397.86	\$5,397.86
175223	8/6/2020		9153	PACIFIC COMMONS OWNER LP	REFUND # 29000	\$5,212.80	\$5,212.80
175246	8/13/2020		20200710	AMAZON.COM LLC	07/20 - ASTD OFFICE SUPPLIES	\$4,916.86	\$4,916.86
175250	8/13/2020		15070900	AT&T	SERV: 06/20/20 - 07/19/20	\$223.32	\$3,982.76
	8/13/2020		15070878		SERV: 06/20/20 - 07/19/20	\$3,737.70	
	8/13/2020		15070876		SERV: 06/20/20 - 07/19/20	\$21.74	
175287	8/13/2020	110	104942	PIIAN SYSTEMS LLC	6 5-GAL ODOR NEUTRALIZERS	\$3,677.07	\$3,677.07
175200	8/6/2020	173	ZKR8675	CDW GOVERNMENT LLC	NETWORK MONITOR MAINTENANCE	\$3,301.78	\$3,301.78

**UNION SANITARY DISTRICT  
CHECK REGISTER  
08/01/2020-08/14/2020**

Check No.	Date	Dept	Invoice No.	Vendor	Description	Invoice Amt	Check Am
175190	8/6/2020		9148	APNA BAZAR	REFUND # 29018	\$3,300.00	\$3,300.00
175214	8/6/2020	173	20643	LOOKINGPOINT INC	REMOTE AND FIREWALL IMPROVEMENTS	\$3,300.00	\$3,300.00
175252	8/13/2020	122	19396	BAYSCAPE LANDSCAPE MANAGEMENT	LANDSCAPE MAINTENANCE SERVICES - JULY 2020	\$3,215.00	\$3,215.00
175215	8/6/2020	170	42992807	MCMASTER SUPPLY INC	2 V BELTS	\$23.51	\$3,092.06
	8/6/2020	170	43200180		1 CABLE	\$2,707.97	
	8/6/2020	170	42987413		ASTD PARTS & MATERIALS	\$78.57	
	8/6/2020	122	43067252		ASTD PARTS & MATERIALS	\$46.89	
	8/6/2020	122	43020497		ASTD PARTS & MATERIALS	\$50.13	
	8/6/2020		43289471		ASTD PARTS & MATERIALS	\$184.99	
175240	8/6/2020		9859137741	VERIZON WIRELESS	WIRELESS SERV & TABLETS 06/21/20-07/20/20	\$3,079.16	\$3,079.16
175204	8/6/2020	113	1241060	ENTHALPY ANALYTICAL LLC	77 LAB SAMPLE ANALYSIS	\$1,191.00	\$2,923.00
	8/6/2020	113	1241061		68 LAB SAMPLE ANALYSIS	\$1,732.00	
175254	8/13/2020	173	2020166	BIND, LDA	SHAREPOINT WEBPARTS ANNUAL SUBSCRIPTION	\$2,850.00	\$2,850.00
175197	8/6/2020		20200803	STATE OF CALIFORNIA	SALES & USE TAX 04/01/20 - 06/30/20	\$2,785.36	\$2,785.36
175289	8/13/2020	120	916004274360	REPUBLIC SERVICES #916	RECYCLE & ROLL OFF - AUG 2020	\$2,759.89	\$2,759.89
175221	8/6/2020	170	119643	NEW IMAGE LANDSCAPING CO	LANDSCAPE MAINTENANCE - FMC - JULY 2020	\$2,305.00	\$2,305.00
175263	8/13/2020	173	ZMB5142	CDW GOVERNMENT LLC	RSA MFA ANNUAL SUPPORT	\$1,604.40	\$2,244.95
	8/13/2020	173	ZMK6807		1 UPS BATTERY REPLACEMENT	\$640.55	

**UNION SANITARY DISTRICT  
CHECK REGISTER  
08/01/2020-08/14/2020**

Check No.	Date	Dept	Invoice No.	Vendor	Description	Invoice Amt	Check Am
175292	8/13/2020		730965484901	STAPLES CONTRACT & COMMERCIAL	JANITORIAL & BREAKROOM SUPPLIES	\$166.78	\$2,199.09
	8/13/2020		730945288802		JANITORIAL & BREAKROOM SUPPLIES	\$31.13	
	8/13/2020		730945288801		JANITORIAL & BREAKROOM SUPPLIES	\$481.47	
	8/13/2020		731050430202		JANITORIAL & BREAKROOM SUPPLIES	\$149.15	
	8/13/2020		730849983702		JANITORIAL & BREAKROOM SUPPLIES	\$508.12	
	8/13/2020		730965484902		JANITORIAL & BREAKROOM SUPPLIES	\$796.56	
	8/13/2020		731050430201		JANITORIAL & BREAKROOM SUPPLIES	\$65.88	
175207	8/6/2020		9577615546	GRAINGER INC	40 PACKS DISPOSABLE GLOVES	\$1,004.43	\$2,091.06
	8/6/2020		9567162368		28 PACKS DISPOSABLE GLOVES	\$398.26	
	8/6/2020		9578283443		30 PACKS DISPOSABLE GLOVES	\$500.79	
	8/6/2020	122	9573752616		ASTD PARTS & MATERIALS	\$64.45	
	8/6/2020		9577615538		10 PACKS DISPOSABLE GLOVES	\$123.13	
175299	8/13/2020	113	8801614772	VWR INTERNATIONAL LLC	LAB SUPPLIES	\$59.07	\$1,740.10
	8/13/2020	113	8801618230		LAB SUPPLIES	\$35.69	
	8/13/2020	113	8801628244		LAB SUPPLIES	\$98.54	
	8/13/2020	113	8801579615		LAB SUPPLIES	\$148.89	
	8/13/2020	113	8801587506		LAB SUPPLIES	\$80.38	
	8/13/2020		8801703841		LAB SUPPLIES	\$1,317.53	
175231	8/6/2020	110	20071616	S&S TRUCKING	GRIT HAULING 07/06 & 07/09/2020	\$1,656.34	\$1,656.34

**UNION SANITARY DISTRICT  
CHECK REGISTER  
08/01/2020-08/14/2020**

Check No.	Date	Dept	Invoice No.	Vendor	Description	Invoice Amt	Check Am
175222	8/6/2020	173	9001941823	OPEN TEXT	RIGHTFAX ANNUAL SUPPORT	\$1,359.76	\$1,359.76
175212	8/6/2020	143	6600103	LEE & RO INC	CALCIUM THIOSULFATE CHEMICAL TANK	\$1,261.93	\$1,261.93
175283	8/13/2020	171	2067355	MOBILE MODULAR MANAGEMENT CORP	FMC TRAILER RENTAL - AUG 2020	\$1,245.43	\$1,245.43
175195	8/6/2020		64124	BRENNTAG PACIFIC INC	1282 LBS SODIUM HYDROXIDE	\$381.28	\$1,140.39
	8/6/2020		64125		2564 LBS SODIUM HYDROXIDE	\$759.11	
175256	8/13/2020		66009	BRENNTAG PACIFIC INC	3846 LBS SODIUM HYDROXIDE	\$1,114.84	\$1,114.84
175247	8/13/2020		106282	AMERICAN TEXTILE & SUPPLY INC	40 RAGS	\$1,049.21	\$1,049.21
175281	8/13/2020	113	2006B21	MCCAMPBELL ANALYTICAL	LAB SAMPLE ANALYSIS	\$202.00	\$1,010.00
	8/13/2020	113	2006B92		LAB SAMPLE ANALYSIS	\$202.00	
	8/13/2020	113	2007229		LAB SAMPLE ANALYSIS	\$202.00	
	8/13/2020	111	2007024		LAB SAMPLE ANALYSIS	\$202.00	
	8/13/2020	113	2006E90		LAB SAMPLE ANALYSIS	\$202.00	
175249	8/13/2020	170	727473	A-PRO PEST CONTROL INC	JULY PEST CONTROL	\$1,005.00	\$1,005.00
175301	8/13/2020	143	178825	WOODARD & CURRAN INC	OLD ALAMEDA CREEK ROWB	\$958.25	\$958.25
175192	8/6/2020		15044896	AT&T	SERV: 06/13/20 - 07/12/20	\$747.80	\$943.85
	8/6/2020		15044900		SERV: 06/13/20 - 07/12/20	\$87.36	
	8/6/2020		15044898		SERV: 06/13/20 - 07/12/20	\$42.82	
	8/6/2020		15044899		SERV: 06/13/20 - 07/12/20	\$65.87	

**UNION SANITARY DISTRICT  
CHECK REGISTER  
08/01/2020-08/14/2020**

Check No.	Date	Dept	Invoice No.	Vendor	Description	Invoice Amt	Check Am
175282	8/13/2020		43575201	MCMASTER SUPPLY INC	ASTD PARTS & MATERIALS	\$425.06	\$934.26
	8/13/2020		43783454		ASTD PARTS & MATERIALS	\$101.21	
	8/13/2020		43793048		ASTD PARTS & MATERIALS	\$88.84	
	8/13/2020	170	42950104		ASTD PARTS & MATERIALS	\$58.14	
	8/13/2020	121	42939402		ASTD PARTS & MATERIALS	\$110.43	
	8/13/2020	170	43367816		2 LARGE CELL BATTERIES	\$80.17	
	8/13/2020	170	43339243		ASTD PARTS & MATERIALS	\$70.41	
175264	8/13/2020	143	20200810	RAYMOND CHAU	EXP REIMB: CIP TEAM SAFETY STRATEGY RECOGNITION	\$920.00	\$920.00
175198	8/6/2020	113	612135	CALTEST ANALYTICAL LABORATORY	13 LAB SAMPLE ANALYSIS	\$899.75	\$899.75
175191	8/6/2020		3308535505	AT&T	SERV: 06/11/20 - 07/10/20	\$882.85	\$882.85
175271	8/13/2020	170	9580622398	GRAINGER INC	ASTD PARTS & MATERIALS	\$355.59	\$879.58
	8/13/2020	170	9584509443		ASTD PARTS & MATERIALS	\$265.19	
	8/13/2020	111	9582998333		ASTD PARTS & MATERIALS	\$94.43	
	8/13/2020	170	9581682623		1 LED DRIVER	\$164.37	
175262	8/13/2020	170	21775278	CARBOLINE COMPANY	PAINT & RELATED PAINT SUPPLIES	\$795.71	\$874.46
	8/13/2020	170	21775279		PAINT & RELATED PAINT SUPPLIES	\$78.75	
175202	8/6/2020		4050744A	DELTA DENTAL SERVICE	JULY 2020 DELTA DENTAL	\$106.05	\$856.05
	8/6/2020		4050744C		JULY 2020 DELTA DENTAL	\$750.00	
175261	8/13/2020	170	21774176	CARBOLINE COMPANY	PAINT & RELATED PAINT SUPPLIES	\$817.39	\$817.39

**UNION SANITARY DISTRICT  
CHECK REGISTER  
08/01/2020-08/14/2020**

Check No.	Date	Dept	Invoice No.	Vendor	Description	Invoice Amt	Check Am
175205	8/6/2020	113	3572801	FISHER SCIENTIFIC	LAB SUPPLIES	\$743.45	\$743.45
175255	8/13/2020	143	15343820	BLAISDELL'S	1 SIT/STAND STATION	\$646.08	\$646.08
175248	8/13/2020		1102389606	AMERIPRIDE SERVICES INC	UNIFORM LAUNDERING & RUGS	\$252.24	\$643.89
	8/13/2020		1102389620		UNIFORM LAUNDERING SERVICE	\$344.07	
	8/13/2020		1102389642		ASTD DUST MOPS, WET MOPS & TERRY TOWEL	\$47.58	
175216	8/6/2020	170	200737	METROMOBILE COMMUNICATIONS INC	RADIO SERVICE - JULY 2020	\$599.08	\$599.08
175189	8/6/2020		1102385949	AMERIPRIDE SERVICES INC	UNIFORM LAUNDERING SERVICE	\$344.45	\$594.69
	8/6/2020		1102385932		UNIFORM LAUNDERING & RUGS	\$250.24	
175273	8/13/2020	170	309352	HARRINGTON INDUSTRIAL PLASTICS	ASTD PVC PARTS & MATERIALS	\$555.79	\$555.79
175260	8/13/2020	113	611689	CALTEST ANALYTICAL LABORATORY	3 LAB SAMPLE ANALYSIS	\$138.93	\$555.72
	8/13/2020	113	611690		7 LAB SAMPLE ANALYSIS	\$324.17	
	8/13/2020	113	612273		2 LAB SAMPLE ANALYSIS	\$92.62	
175209	8/6/2020	123	2144244	HANSON AGGREGATES INC	6.07 TONS 1/2 MAX HMA TYPE A-R	\$508.01	\$508.01
175213	8/6/2020		10262	CHOOYEN LIEN	REFUND # 22659	\$500.00	\$500.00
175217	8/6/2020		15794	MONARCH PLUMBING & ROOTER INC	REFUND # 29007	\$500.00	\$500.00
175218	8/6/2020		16799	MONTAIR CONSTRUCTION CO INC	REFUND # 29016	\$500.00	\$500.00
175230	8/6/2020		14792	ROOTER HERO	REFUND # 29008	\$500.00	\$500.00
175245	8/13/2020		10389	ALL BAY ROOTING AND PLUMBING	REFUND # 22358	\$500.00	\$500.00
175196	8/6/2020	170	320372100	BUCKLES SMITH ELECTRIC	ASTD PARTS & MATERIALS	\$476.86	\$476.86

**UNION SANITARY DISTRICT  
CHECK REGISTER  
08/01/2020-08/14/2020**

Check No.	Date	Dept	Invoice No.	Vendor	Description	Invoice Amt	Check Am
175232	8/6/2020		1982226002	SAN LEANDRO ELECTRIC SUPPLY	ASTD ELECTRICAL SUPPLIES	\$238.16	\$466.70
	8/6/2020		1982226001		ASTD ELECTRICAL SUPPLIES	\$196.67	
	8/6/2020		1982226003		ASTD ELECTRICAL SUPPLIES	\$31.87	
175206	8/6/2020	144	4095015704	GLACIER ICE COMPANY INC	108 7-LB BAGS OF ICE	\$194.39	\$453.58
	8/6/2020	144	4095017506		144 7-LB BAGS OF ICE	\$259.19	
175266	8/13/2020	150	84625	CITYLEAF INC	PLANT MAINTENANCE - JULY 2020	\$431.86	\$431.86
175284	8/13/2020		24087999	MOTION INDUSTRIES INC	ASTD PARTS & MATERIALS	\$403.51	\$403.51
175259	8/13/2020		20200811	STATE OF CALIFORNIA	SALES & USE TAX 07/01/20 - 07/31/20	\$395.23	\$395.23
175228	8/6/2020	170	1954819001	R&B COMPANY	ASTD PARTS & MATERIALS	\$394.61	\$394.61
175272	8/13/2020	123	2145732	HANSON AGGREGATES INC	4.29 TONS 1/2 MAX HMA TYPE A-R	\$362.16	\$362.16
175235	8/6/2020	123	337639	TRI-CITY ROCK INC	1 YD 6 SACK	\$356.16	\$356.16
175285	8/13/2020	170	096020200730	PACIFIC GAS AND ELECTRIC	SERV TO 07/29/2020 CATHODIC PROJECT	\$47.40	\$353.60
	8/13/2020	170	380420200730		SERV TO 07/29/20 CHERRY ST	\$306.20	
175219	8/6/2020	170	24086952	MOTION INDUSTRIES INC	ASTD PARTS & MATERIALS	\$324.44	\$324.44
175298	8/13/2020		608054	VIATRAN CORPORATION	12 DRYING TUBES	\$263.65	\$263.65
175220	8/6/2020	170	215196	NAYLOR STEEL INC	ASTD METAL, STEEL, STAINLESS & ALUMINUM	\$259.01	\$259.01
175211	8/6/2020	173	6040468	INTRADO LIFE & SAFETY INC	E911 CLOUD SERVICE	\$250.00	\$250.00
175227	8/6/2020		8147	PUMPWORKS INC	2 MECHANICAL SEALS	\$248.76	\$248.76

**UNION SANITARY DISTRICT  
CHECK REGISTER  
08/01/2020-08/14/2020**

Check No.	Date	Dept	Invoice No.	Vendor	Description	Invoice Amt	Check Am
175300	8/13/2020	123	2543668002	WHCI PLUMBING SUPPLY CO	ASTD PARTS & MATERIALS	\$40.41	\$236.23
	8/13/2020	123	2543668001		ASTD PARTS & MATERIALS	\$195.82	
175238	8/6/2020	170	31066211	UPS - UNITED PARCEL SERVICE	FREIGHT CHARGE	\$235.25	\$235.25
175288	8/13/2020	122	22515	R & S ERECTION OF S ALAMEDA	SERVICE: PM SERVICE ON GATES	\$216.85	\$216.85
175193	8/6/2020	121	23609300	BECK'S SHOES	SAFETY SHOES: D. HOGUE	\$208.00	\$208.00
175253	8/13/2020	122	23626500	BECK'S SHOES	SAFETY SHOES: M. DELA ROSA	\$208.00	\$208.00
175251	8/13/2020		14235	BAY AREA BARRICADE SERVICE INC	3 MARKING PAINT	\$191.29	\$191.29
175270	8/13/2020	120	4095019201	GLACIER ICE COMPANY INC	90 7-LB BAGS OF ICE	\$161.99	\$161.99
175185	8/6/2020	170	9103136061	AIRGAS NCN	ASTD PARTS & MATERIALS	\$128.65	\$128.65
175280	8/13/2020		4890416	MALLORY SAFETY AND SUPPLY LLC	48 PR GLOVES	\$116.46	\$116.46
175229	8/6/2020	170	407455	RKI INSTRUMENTS INC	ASTD PARTS & MATERIALS	\$98.78	\$98.78
175290	8/13/2020		7860130600	RS HUGHES CO INC	ASTD SAFETY SUPPLIES	\$96.41	\$96.41
175186	8/6/2020		1613	ALAMEDA COUNTY TREASURER	20 ASSESSOR MAPS	\$60.00	\$60.00
175187	8/6/2020	143	20200804	ALAMEDA COUNTY TREASURER	FILING FEE-NOTICE OF EXEMPTION WAS THICKENERS	\$50.00	\$50.00
175236	8/6/2020	141	423161	ULTRAEX LLC	COURIER SVCS: 1 BOARDMEMBER DELIVERY - 06/17/20	\$47.95	\$47.95
175265	8/13/2020	113	483192	CHEMETRICS INC	1 FORMALDEHYDE REFILL	\$44.95	\$44.95
175194	8/6/2020	122	15329200	BLAISDELL'S	1 DETERGENT	\$39.60	\$39.60
175294	8/13/2020	136	98XW53290	UPS - UNITED PARCEL SERVICE	SHIPPING CHARGES W/E 07/18/20	\$25.89	\$25.89
175276	8/13/2020	170	62600000202270	KELLY-MOORE PAINT COMPANY	ASTD PAINTING SUPPLIES	\$23.12	\$23.12

**UNION SANITARY DISTRICT  
CHECK REGISTER  
08/01/2020-08/14/2020**

Check No.	Date	Dept	Invoice No.	Vendor	Description	Invoice Amt	Check Am
175274	8/13/2020		768520200728	HOME DEPOT CREDIT SERVICES	MONTHLY HARDWARE STMT - JULY 2020	\$12.06	\$12.06
175239	8/6/2020	136	98XW53280	UPS - UNITED PARCEL SERVICE	SHIPPING CHARGES W/E 07/11/20	\$11.42	\$11.42

**Invoices:**

<b>Credit Memos :</b>	<b>0</b>		
<b>\$0 - \$1,000 :</b>	<b>126</b>	<b>3,656.32</b>	
<b>\$1,000 - \$10,000 :</b>	<b>58</b>	<b>19,090.67</b>	
<b>\$10,000 - \$100,000 :</b>	<b>17</b>	<b>94,726.67</b>	
<b>Over \$100,000 :</b>	<b>3</b>		
<b>Total:</b>	<b>204</b>	<b>1,393,506.75</b>	

**Checks:**

<b>\$0 - \$1,000 :</b>	<b>58</b>	<b>23,966.18</b>
<b>\$1,000 - \$10,000 :</b>	<b>38</b>	<b>146,333.27</b>
<b>\$10,000 - \$100,000 :</b>	<b>17</b>	<b>424,540.66</b>
<b>Over \$100,000 :</b>	<b>4</b>	<b>798,666.64</b>
<b>Total:</b>	<b>117</b>	<b>1,393,506.75</b>