

**MINUTES OF THE MEETING OF THE
BOARD OF DIRECTORS OF
UNION SANITARY DISTRICT/UNION SANITARY DISTRICT FINANCING
AUTHORITY
April 10, 2023**

CALL TO ORDER

President Lathi called the meeting to order at 4:00 p.m.

SALUTE TO THE FLAG

President Lathi led the salute to the flag.

ROLL CALL

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

STAFF: Paul Eldredge, General Manager/District Engineer
Karen Murphy, District Counsel
Mark Carlson, Business Services Manager/CFO
Armando Lopez, Treatment and Disposal Services Manager
Jose Rodrigues, Collection Services Manager
Raymond Chau, Technical Services Manager
Ric Pipkin, Enhanced Treatment and Site Upgrade Program Manager
Chris Pachmayer, Fabrication, Maintenance, and Construction Coach
Alisa Gordon, Human Resources Manager
Michael Dunning, Environmental Compliance Coach
Trieu Nguyen, IT Administrator
Michell Powell, Communications and Intergovernmental Relations Coordinator
Tyler Mello, Collection System Worker
Alicia Dutrow, Environmental Outreach Representative
Kelly Pean, Assistant Storekeeper
Rebecca Ingalls, Administrative Specialist
Stanley Tarnowski, Collection System Worker
Bobby Brotarlo, Accounting and Financial Analyst
Oscar Fajardo, Junior Engineer
Regina McEvoy, Executive Assistant to the General Manager/Board Clerk

**APPROVE MINUTES OF THE UNION SANITARY DISTRICT BOARD MEETING OF
MARCH 27, 2023**

It was moved by Secretary Toy, seconded by Vice President Fernandez, to Approve the Minutes of the Board Meeting of March 27, 2023. Motion carried unanimously.

APPROVE MINUTES OF THE UNION SANITARY DISTRICT SPECIAL BOARD MEETING OF APRIL 3, 2023

It was moved by Secretary Toy, seconded by Director Handley, to Approve the Minutes of the Special Board Meeting of April 3, 2023. Motion carried unanimously.

WRITTEN COMMUNICATIONS

There were no written communications.

PUBLIC COMMENT

There was no public comment.

AUTHORIZE THE GENERAL MANAGER TO EXECUTE AN AGREEMENT AND TASK ORDER NO. 1 WITH PSOMAS FOR THE PLANT MISCELLANEOUS IMPROVEMENTS PROJECT

This item was reviewed by the Engineering and Information Technology Committee. Technical Services Manager Chau stated the Board awarded the construction contract for the Project to W.M. Lyles on March 13, 2023. The purpose of Task Order No. 1 will be to authorize Psomas to provide construction management and inspection services during construction. The scope of services and fee for Task Order No. 1 were outlined in the Board meeting packet. Staff expects to issue the Notice to Proceed to W.M. Lyles in April 2023 and anticipates construction to be completed by September 2024. Staff recommended the Board authorize the General Manager to execute an Agreement and Task Order No. 1 with Psomas in the amount of \$543,533 to provide construction management and inspection services for the Plant Miscellaneous Improvements Project.

It was moved by Director Handley, seconded by Vice President Fernandez, to Authorize the General Manger to Execute an Agreement and Task Order No.1 with Psomas in the Amount of \$543,533 to Provide Construction Management and Inspection Services for the Plant Miscellaneous Project. Motion carried unanimously.

AUTHORIZE THE GENERAL MANAGER TO EXECUTE TASK ORDER NO. 2 WITH CAROLLO ENGINEERS, INC. FOR THE PLANT MISCELLANEOUS IMPROVEMENTS PROJECT

This item was reviewed by the Engineering and Information Technology Committee. Technical Services Manager Chau stated the Board awarded the construction contract for the Project to W.M. Lyles on March 13, 2023. The purpose of Task Order No. 2 will be to authorize Carollo to provide engineering services during construction as outlined in the Board meeting packet. Staff expect to issue the Notice to Proceed to W.M. Lyles Co. in April 2023 and anticipates construction to be completed by September 2024. Staff recommended the Board authorize the General Manager to execute Task Order No. 2 with Carollo Engineers, Inc. in the amount of \$267,899 to provide engineering services during construction for the Plant Miscellaneous Improvement Project.

It was moved by Vice President Fernandez, seconded by Director Handley, to Authorize the General Manager to Execute Task Order No. 2 with Carollo Engineers, Inc. in the

Amount of \$267,899 to Provide Engineering Services During Construction of the Plant Miscellaneous Improvements Project. Motion carried unanimously.

DISCUSS AND PROVIDE DIRECTION ON UPDATED FATS, OILS, AND GREASE (FOG) HOLIDAY ADVERTISEMENT

Communications and Intergovernmental Relations Coordinator Powell stated the Board approved creation of a Fats, Oils, and Grease (FOG) Holiday Advertisement ad hoc at its October 24, 2022, Board meeting. The goal of the ad hoc was to refresh advertising for the 2023 Holiday season; the Ad Hoc Committee held its first meeting March 9, 2023. Since then, a question was raised as to whether it would be advantageous to reconsider the extent of Board input into development of updated FOG advertising. Staff recommended the Board discuss an updated Fats, Oils, and Grease (FOG) Holiday Advertisement and provide direction to staff.

The Board directed staff to discontinue the ad hoc and present future FOG holiday advertisement drafts at Board Workshops.

RECEIVE POTENTIAL CONTENT TOPICS FOR THE DISTRICT'S FALL 2023 NEWSLETTER

This item was reviewed by the Legal/Community Affairs Committee. Communications and Intergovernmental Relations Coordinator Powell presented potential topics for the District's Fall 2023 newsletter and responded to Board questions. Staff recommended the Board discuss and provide feedback regarding potential newsletter content topics for the Fall 2023 newsletter.

The Board expressed interest in a link or QR code within the newsletter to track customer engagement. The Board provided comments regarding potential topics for the District's Fall 2023 newsletter and directed staff to prepare a draft newsletter for Board review.

INFORMATION ITEMS:

Earth Day 2023

This item was reviewed by the Legal/Community Affairs Committee. Environmental Compliance Coach Dunning stated the District's Environmental Compliance team will participate in the Earth Day event hosted by the City of Fremont and Washington Hospital from 11:00 a.m. to 3:00 p.m. on Saturday, April 22, 2023. The District will advertise the event in the Tri-City Voice and Argus newspapers.

COVID-19 Update

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

Report on the East Bay Dischargers Authority Meeting of March 17, 2023

President Lathi provided an overview of the EBDA meeting summary included in the Board meeting packet.

Check Register

Staff responded to Boardmember questions regarding the check register.

COMMITTEE MEETING REPORTS:

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

GENERAL MANAGER'S REPORT:

- The Alameda County chapter of the California Special Districts Association (CSDA) recently invited District staff to meet with California Air Resources Board (CARB) member Bill Quirk. Board Member Quirk was receptive to staff's concerns regarding proposed electric fleet vehicle requirements that would impact District operations.
- The Enhanced Treatment and Site Upgrade (ETSU) Campus beam topping ceremony will be held Wednesday, April 19, 2023, at 2:00 p.m.
- The District's Spring BBQ will be held Wednesday, April 12, 2023, at 12:00 p.m.
- The Board was invited to tour the ETSU Campus construction site after the Board meeting.


OTHER BUSINESS:

There was no other business.


ADJOURNMENT:

The meeting was adjourned at 4:49 p.m. to the next Regular Board Meeting to be held in the Boardroom on Monday, April 24, 2023, at 4:00 p.m.


SUBMITTED:

DocuSigned by:

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REGINA McEVOY
BOARD CLERK

ATTEST:

DocuSigned by:

C5C35C4369914D9
JENNIFER TOY
SECRETARY

APPROVED:

DocuSigned by:

3397E6A1FD28476
ANJALI LATHI
PRESIDENT

Adopted this 24th day of April 2023

Certificate Of Completion

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Source Envelope:	
Document Pages: 4	Signatures: 3
Certificate Pages: 5	Initials: 0
AutoNav: Enabled	Envelope Originator:
Envelope Stamping: Enabled	Regina McEvoy
Time Zone: (UTC-08:00) Pacific Time (US & Canada)	5072 Benson Road
	Union City, CA 94587
	Reginam@unionsanitary.ca.gov
	IP Address: 50.227.238.26

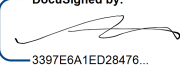
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4/26/2023 9:39:13 AM	Reginam@unionsanitary.ca.gov	

Signer Events

Anjali Lathi
 alathi@unionsanitary.ca.gov
 Union Sanitary District
 Security Level: Email, Account Authentication (None)

Signature

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 Using IP Address: 107.196.101.34

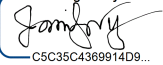
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Jennifer Toy
 jtoy@unionsanitary.ca.gov
 Security Level: Email, Account Authentication (None)

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Regina McEvoy
 reginam@unionsanitary.ca.gov
 Assistant to GM
 Union Sanitary District
 Security Level: Email, Account Authentication (None)

DocuSigned by:

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 Signature Adoption: Pre-selected Style
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Electronic Record and Signature Disclosure:

Not Offered via DocuSign

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Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp

Carbon Copy Events	Status	Timestamp
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Witness Events	Signature	Timestamp
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Notary Events	Signature	Timestamp
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Envelope Summary Events	Status	Timestamps
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Payment Events	Status	Timestamps
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Electronic Record and Signature Disclosure
