

**MINUTES OF THE SPECIAL MEETING OF THE  
BOARD OF DIRECTORS OF  
UNION SANITARY DISTRICT/UNION SANITARY DISTRICT FINANCING  
AUTHORITY  
July 31, 2023**

**CALL TO ORDER**

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

**SALUTE TO THE FLAG**

President Fernandez led the salute to the flag.

**ROLL CALL**

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

STAFF: Paul Eldredge, General Manager/District Engineer  
Denise Bazzano, District Counsel  
Mark Carlson, Business Services Manager/CFO  
Jose Rodrigues, Collection Services Manager  
Raymond Chau, Technical Services Manager  
Alisa Gordon, Human Resources Manager  
Ric Pipkin, Enhanced Treatment and Site Upgrade Program Manager  
Chris Pachmayer, Fabrication Maintenance and Construction Coach  
Tim Grillo, Research and Support Coach  
Richard Thow, Customer Service Coach  
Trieu Nguyen, IT Administrator  
Gus Carrillo, Enhanced Treatment and Site Upgrade Program Coordinator  
Michelle Powell, Communications and Intergovernmental Relations Coordinator  
Regina McEvoy, Executive Assistant to the General Manager/Board Clerk

**APPROVE MINUTES OF THE UNION SANITARY DISTRICT SPECIAL BOARD  
MEETING OF JULY 17, 2023**

It was moved by Director Kite, seconded by Director Lathi, to Approve the Minutes of the Special Board Meeting of July 17, 2023. Motion carried unanimously.

**JUNE 2023 MONTHLY OPERATIONS REPORT**

This item was reviewed by the Budget & Finance and Legal/Community Affairs Committees. General Manager Eldredge provided an overview of the Monthly Report,

and Business Services Manager/CFO Carlson provided an overview of the financial reports.

**WRITTEN COMMUNICATIONS**

There were no written communications.

**PUBLIC COMMENT**

There was no public comment.

**AWARD THE CONTRACT FOR HAZARDOUS MANAGEMENT SERVICES TO AECOM TECHNICAL SERVICES, INC.**

This item was reviewed by the Budget & Finance Committee. Fabrication Maintenance and Construction Coach Pachmayer stated a Request for Proposal was issued in February 2023 to solicit bids for Hazardous Materials Management Services, a detailed breakdown of the two bids received was included in the Board meeting packet. Staff recommended the Board award the Hazardous Materials Management Services contract to AECOM Technical Services, Inc. in the amount of \$353,554.65.

It was moved by Director Handley, seconded by Secretary Toy, to Award the Hazardous Materials Management Services Contract to AECOM Technical Services, Inc. in the Amount of \$353,554.65. Motion carried unanimously.

**AUTHORIZE THE GENERAL MANAGER TO EXECUTE A FORCE MAIN MAINTENANCE SERVICES AGREEMENT WITH THE EAST BAY DISCHARGERS AUTHORITY**

This item was reviewed by the Legal/Community Affairs Committee. General Manager Eldredge stated the East Bay Dischargers Authority (EBDA) approached the District in early 2023 about contracting for preventative maintenance of the EBDA force main between USD and the Oro Loma Effluent Pump Station (OLEPS). The City of San Leandro has been providing these maintenance services but no longer has the resources available. EBDA staff requested shifting the majority of force main preventative maintenance from San Leandro to the District. San Leandro would continue to maintain the force main segment from OLEPS to the San Leandro Effluent Pump Station and the District would perform maintenance on the segment from USD to OLEPS. The EBDA Commission approved the agreement at their meeting held July 20, 2023. Staff recommended the Board authorize the General Manager to execute a force main maintenance agreement with the East Bay Dischargers Authority.

It was moved by Director Lathi, seconded by Secretary Handley, to Authorize the General Manager to Execute a Force Main Maintenance Agreement with the East Bay Dischargers Authority. Motion carried unanimously.

**RECEIVE INFORMATION AND PROVIDE DIRECTION REGARDING THE TIME FOR REGULAR MEETINGS OF THE UNION SANITARY DISTRICT BOARD OF DIRECTORS**

Executive Assistant to the General Manager/Board Clerk McEvoy stated the Board previously adopted Resolution No. 2928 setting the time and place for holding regular meetings of the Union Sanitary District Board of Directors. The resolution stated the Board would revisit the start time for regular Board meetings six months after returning to in-person meetings. No issues with the 4:00 p.m. had been brought to staff's attention. Staff requested the Board provide direction regarding the time for holding Regular Meetings of the Union Sanitary District Board of Directors.

The Board directed staff to make no changes to the start time for regular Board meetings.

**RECEIVE INFORMATION AND PROVIDE DIRECTION ON THE SANITARY SEWER MAIN REPLACEMENT LOCATED ON THE PARCEL AT 800 EAST WARREN AVENUE IN THE CITY OF FREMONT**

This item was reviewed by the Engineering and Information Technology Committee. Customer Service Team Coach Thow stated the parcel at 800 East Warren Avenue will be developed for a single-family home. The parcel includes existing easements for a USD sewer main and manhole, City of Fremont storm drain pipeline, and PG&E electrical facilities, in addition to two existing City of Fremont slope easements located on the southwestern portion of the parcel adjacent to the Caltrans right-of-way. The new driveway for the home will be constructed directly over the USD sewer easement. Due to the manhole's location within the parcel in sloped terrain, USD's crews do not drive large vehicles to the manhole. USD staff have been able to clean and CCTV the sewer main from the upstream manhole located in the intersection of East Warren Avenue and Yakima Drive. Staff believes it would be prudent to consider replacing the sewer main before driveway construction in September 2023. Staff outlined options for the Board's future consideration. Staff requested the Board receive information and provide direction regarding sanitary sewer main replacement located on the parcel at 800 East Warren Avenue in the City of Fremont.

The Board directed staff to present an item for the Board's consideration on a future Board meeting agenda.

**INFORMATION ITEMS:**

**Legislative Update on Issues of Interest to the Board**

This item was reviewed by the Legislative Committee. General Manager Eldredge and Communications and Intergovernmental Relations Coordinator Powell provided an overview of the legislative update included in the Board meeting packet and responded to questions from Directors.

**CAL-Card 4<sup>th</sup> Quarter Fiscal Year 2023 Activity Report**

This item was reviewed by the Budget & Finance Committee. Staff responded to questions regarding the CAL-Card report included in the Board meeting packet.

**Check Register**

There were no questions regarding the check register.

**COMMITTEE MEETING REPORTS:**

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

**GENERAL MANAGER'S REPORT:**

- General Manager Eldredge shared photos and videos from the interior of Digester 6 that were captured during the cleaning process.
- General Manager Eldredge provided an update regarding sewer mains under structures.
- District staff recently attended the Family Health Fair at Washington Hospital. Staff reported the “touch a truck” section of the event was well received.
- General Manager Eldredge provided information regarding the current San Francisco Bay algal bloom.
- A Combined Board Workshop will be held in the Boardroom at 4:00 p.m. on Thursday, August 3, 2023.


**OTHER BUSINESS:**

There was no other business.


**ADJOURNMENT:**

The meeting was adjourned at 5:12 p.m. to a Board Workshop to be held in the Boardroom on Thursday, August 3, 2023, at 4:00 p.m.

**SUBMITTED:**

DocuSigned by:  
  
E550CBBC143D4D7...  
REGINA McEVOY  
BOARD CLERK

**ATTEST:**

DocuSigned by:  
  
C0CC5EF393E9442...  
TOM HANDLEY  
SECRETARY

**APPROVED:**

DocuSigned by:  
  
77BEF9EB02EB471...  
MANNY FERNANDEZ  
PRESIDENT

Adopted this 14<sup>th</sup> day of August 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


**Record Tracking**

Status: Original	Holder: Regina McEvoy	Location: DocuSign
8/18/2023 4:03:22 PM	Reginam@unionsanitary.ca.gov	

**Signer Events**

Manny Fernandez  
 mfernandez@unionsanitary.ca.gov  
 Security Level: Email, Account Authentication (None)

**Signature**

DocuSigned by:  
  
 77BEF9EB02EB471...  
 Signature Adoption: Pre-selected Style  
 Using IP Address: 174.195.82.134

**Timestamp**

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**Electronic Record and Signature Disclosure:**

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


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 E550CBBC143D4D7...  
 Signature Adoption: Pre-selected Style  
 Using IP Address: 50.227.238.26

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 Signed: 8/18/2023 4:07:21 PM

**Electronic Record and Signature Disclosure:**

Not Offered via DocuSign

Tom Handley  
 thandley@unionsanitary.ca.gov  
 Security Level: Email, Account Authentication (None)

DocuSigned by:  
  
 C0CC5EF393E9442...  
 Signature Adoption: Pre-selected Style  
 Using IP Address: 107.3.183.199

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**Electronic Record and Signature Disclosure:**

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

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