

**MINUTES OF THE MEETING OF THE  
BOARD OF DIRECTORS OF  
UNION SANITARY DISTRICT/UNION SANITARY DISTRICT FINANCING  
AUTHORITY  
April 26, 2021**

**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, April 26, 2021, 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**

Vice President Kite 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: Pat Kite, Vice President  
Anjali Lathi, Secretary  
Manny Fernandez, Director

ABSENT: Tom Handley, President (arrived at 4:09 p.m.)  
Jennifer Toy, Director (arrived at 4:05 p.m.)

STAFF: Paul Eldredge, General Manager/District Engineer  
Karen Murphy, District Counsel  
Mark Carlson, Business Services Manager/CFO  
Sami Ghossain, Technical Services Manager  
James Schofield, Collection Services Manager  
Robert Simonich, Fabrication Construction and Maintenance Manager  
Armando Lopez, Treatment and Disposal Services Manager  
Ric Pipkin, Enhanced Treatment and Site Upgrade Program Manager  
Michelle Powell, Communications and Intergovernmental Relations Coordinator  
Regina McEvoy, Executive Assistant to the General Manager/Board Clerk

VISITORS: Lora Carpenter, Fieldman, Rolapp & Associates  
Jim Fabian, Fieldman, Rolapp & Associates

**APPROVE MINUTES OF THE UNION SANITARY DISTRICT BOARD MEETING OF  
APRIL 12, 2021**

It was moved by Secretary Lathi, seconded by Director Fernandez, to Approve the Minutes of the Board Meeting of April 12, 2021. Motion carried with the following vote:

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

### **MARCH 2021 MONTHLY OPERATIONS REPORT**

This item was reviewed by the Budget & Finance and Legal/Community Affairs Committees. General Manager Eldredge presented the odor and work group reports and Business Services Manager/CFO Carlson presented the financial reports.

### **WRITTEN COMMUNICATIONS**

There were no written communications.

### **PUBLIC COMMENT**

There was no public comment.

### **REVIEW PROPOSED EDITS TO POLICY NO. 3070, BOARDMEMBER OFFICERS AND COMMITTEE MEMBERSHIP AND CONSIDER APPROVAL OF THE POLICY**

This item was reviewed by the Legal/Community Affairs Committee. District Counsel Murphy stated Policy No. 3070 was last approved by the Board in December of 2019. The Policy states the Board shall annually elect by majority vote the President, Vice-President, and Secretary at the first regular meeting following certification in election years; or one year after the prior election in non-election years. Due to Census data delays brought on by the COVID-19 pandemic, the 2022 Primary Election has been moved from March to June 7, 2022. At the Board meeting held April 12, 2021, the Board directed staff to modify Policy No. 3070 to provide more flexibility in the dates of Board officer elections. Staff recommended the Board approve the updated version of Policy No. 3070, Boardmember Officers and Committee Membership and Consider Approval of the Policy.

It was moved by Secretary Lathi, seconded by President Handley, to Approve the Updated Version of Policy No. 3070, Boardmember Officers and Committee Membership. Motion carried with the following vote:

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

### **CONSIDERATION OF A BOARD RESOLUTION TO AUTHORIZE STAFF, LEGAL COUNSEL, AND MUNICIPAL ADVISOR TO PREPARE DOCUMENTS FOR THE ISSUANCE OF REVENUE BONDS**

This item was reviewed by the Budget & Finance Committee. Business Services Manager/CFO Carlson stated staff have been working on funding options for upcoming

capital projects with assistance from our financial advisors, Fielman Rolapp. The recommendation is to take advantage of historically low bond rates with a bond issuance ranging from \$80 million to a not to exceed amount of \$110 million. The funds would primarily be used for the Enhanced Treatment and Site Upgrade Phase 1A and would also be used to finance additional projects to be proposed in the upcoming CIP budget. Substantially final versions of the financing documents will be brought back to the Board for consideration and approval at a future Board meeting. Staff recommended the Board consider approval of a resolution to authorize staff, legal counsel, and municipal advisor to prepare documents for the issuance of revenue bonds to finance an estimated amount of capital projects ranging from \$80 million to a not to exceed amount of \$110 million.

It was moved by Director Fernandez, seconded by Secretary Lathi, to Adopt Resolution No. 2921 Authorizing Union Sanitary District to Issue Revenue Bonds with Stradling Yocca Carlson & Rauth as Bond Counsel, Quint & Thimmig as Disclosure Counsel, Fieldman Rolapp & Associates as Municipal Advisor, and RBC as Underwriter for the Transaction. Motion carried with the following vote:

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

####

**RESOLUTION NO. 2921**

**A RESOLUTION TO AUTHORIZE UNION SANITARY DISTRICT TO ISSUE REVENUE BONDS WITH STRADLING YOCCA CARLSON & RAUTH AS BOND COUNSEL, QUINT & THIMMIG AS DISCLOSURE COUNSEL, FIELDMAN ROLAPP & ASSOCIATES AS MUNICIPAL ADVISOR, AND RBC AS UNDERWRITER FOR THE TRANSACTION**

WHEREAS, Union Sanitary District (“District”) has been updating its wastewater capital needs indicating the need to fund a capital program ranging from \$80 million to \$110 million in new bonds for the ETSU Phase 1A and other capital projects; and


WHEREAS, authorize Stradling Yocca Carlson & Rauth, a Professional Corporation (“Stradling”) as Bond Counsel, Quint & Thimmig as Disclosure Counsel, Fieldman Rolapp & Associates as Municipal Advisor and proceed with RBC as Underwriter for the transaction; and

WHEREAS, the Board of Directors of the District shall authorize not to exceed amounts for the transaction by Resolution at a regular meeting to be held at a later date.


NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Union Sanitary District does hereby authorize the General Manager to finance the District’s capital program with revenue bonds in a combined amount ranging from \$80 million to \$110 million and to execute engagement letters with Stradling as Bond Counsel, Quint & Thimmig as Disclosure Counsel, Fieldman Rolapp & Associates as Municipal Advisor and RBC as Underwriter for the transaction.

PASSED AND ADOPTED on April 26, 2021, by the Board of Directors of the Union Sanitary District by the following roll call vote:

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

DocuSigned by:  
  
C0CC5EF393E9442...  
\_\_\_\_\_  
TOM HANDLEY  
President, Board of Directors  
Union Sanitary District

ATTEST:

DocuSigned by:  
  
3307E6A1ED28476...  
\_\_\_\_\_  
ANJALI LATHI  
Secretary, Board of Directors  
Union Sanitary District

## Certificate Of Completion

Envelope Id: 80DB043C60934D4E8E60E59ACAF9B37B	Status: Completed
Subject: USD Requests you Please DocuSign: Reso 2921 Authorization to Proceed With Bond Issuance	
Source Envelope:	
Document Pages: 1	Signatures: 2
Certificate Pages: 5	Initials: 0
AutoNav: Enabled	Envelope Originator:
Envelopeld 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
4/27/2021 2:46:39 PM	Reginam@unionsanitary.ca.gov	

## Signer Events

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

## Signature

DocuSigned by:  
  
C0CC5EF393E9442...


Signature Adoption: Pre-selected Style  
Using IP Address: 107.3.183.199  
Signed using mobile

## Timestamp

Sent: 4/27/2021 2:47:32 PM  
Viewed: 4/27/2021 6:39:49 PM  
Signed: 4/27/2021 6:40:11 PM

**Electronic Record and Signature Disclosure:**  
Accepted: 10/29/2020 3:22:28 PM  
ID: 96cab493-de11-462b-98b8-851bd2f945b4

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

DocuSigned by:  
  
3397E6A1ED28476...

Signature Adoption: Drawn on Device  
Using IP Address: 192.251.109.230  
Signed using mobile

Sent: 4/27/2021 6:40:11 PM  
Viewed: 5/7/2021 12:12:58 PM  
Signed: 5/7/2021 12:13:05 PM

**Electronic Record and Signature Disclosure:**  
Accepted: 10/30/2020 11:15:31 PM  
ID: f001f527-25b1-4fc8-8a4a-7e058dfbba25

In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	4/27/2021 2:47:32 PM

<b>Envelope Summary Events</b>	<b>Status</b>	<b>Timestamps</b>
Certified Delivered	Security Checked	5/7/2021 12:12:58 PM
Signing Complete	Security Checked	5/7/2021 12:13:05 PM
Completed	Security Checked	5/7/2021 12:13:05 PM

<b>Payment Events</b>	<b>Status</b>	<b>Timestamps</b>
-----------------------	---------------	-------------------

<b>Electronic Record and Signature Disclosure</b>
---

**CONSIDER ADOPTION OF A RESOLUTION RESCINDING AND REPLACING RESOLUTION NO. 2615, GRANTING INDIVIDUAL DISCRETIONARY AUTHORITY TO CERTAIN STAFF TO REJECT OR APPROVE PROJECT DESIGN, PLANS, AND SPECIFICATIONS PRIOR TO BIDDING AND CONSTRUCTION, AND TO APPROVE CHANGES TO PLANS AND/OR SPECIFICATIONS TO BE MADE DURING CONSTRUCTION TO ADD THE ENHANCED TREATMENT AND SITE UPGRADE PROGRAM (ETSU) MANAGER AND ASSISTANT MANAGER TO THE LIST OF AUTHORIZED STAFF MEMBERS**

This item was reviewed by the Engineering and Information Technology Committee. Enhanced Treatment and Site Upgrade Program Manager Pipkin stated the District conformed its design and approval procedures with the requirements of California Government Code Section 830.6 by adopting Resolution No. 2615. The resolution granted individual discretionary authority to specific staff members to approve plans and take other actions to preserve design immunity under Section 830.6. Since the adoption of the Resolution, the Board approved the Enhanced Treatment and Site Upgrade Program (ETSU) and created the Enhanced Treatment and Site Upgrade Program Manager and Enhanced Treatment and Site Upgrade Assistant Program Manager positions. Staff recommended the Board adopt an updated resolution to add the two new positions to the list of staff members granted discretionary authority to approve plans and specifications and to take other actions as noted in Resolution No. 2615. Proposed revisions to the resolution will also update the list of authorized staff members to reflect current positions and titles.

It was moved by Secretary Lathi, seconded by Director Toy, to Adopt Resolution No. 2922 Rescinding and Replacing Resolution No. 2615, Granting Individual Discretionary Authority to Certain Staff to Reject or Approve Project Design Plans and Specifications Prior to Bidding and Construction, and to Approve Changes to Plans and/or Specifications to be made During Construction to Add the Enhanced Treatment and Site Upgrade (ETSU) Program Manager and Assistant Manager to the List of Authorized Staff Members. Motion carried with the following vote:

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

####

**RESOLUTION NO. 2922**

**A RESOLUTION OF THE BOARD OF DIRECTORS RESCINDING AND REPLACING RESOLUTION 2615 GRANTING INDIVIDUAL DISCRETIONARY AUTHORITY TO CERTAIN STAFF TO REJECT OR APPROVE PROJECT DESIGN PLANS AND SPECIFICATIONS PRIOR TO BIDDING AND CONSTRUCTION, AND TO APPROVE CHANGES TO PLANS AND/OR SPECIFICATIONS TO BE MADE DURING CONSTRUCTION TO ADD THE ENHANCED TREATMENT AND SITE UPGRADE (ETSU) PROGRAM MANAGER AND ASSISTANT MANAGER TO THE LIST OF AUTHORIZED STAFF MEMBERS**

WHEREAS, the Union Sanitary District ("District") manages the capital improvement program to ensure reliable service to its ratepayers; to provide capacity in the collection, transport, treatment, and disposal facilities; and to renew and replace the aging infrastructure of the facilities; and

WHEREAS, the District plans and budgets the capital improvement program on an annual basis based on the priorities identified by its staff and prioritizes projects based on the capital improvement program approved by the District's Board of Directors ("Board"); and

WHEREAS, the District hires outside consultants or utilizes its own staff to conduct studies and/or preliminary designs, when necessary, to develop the scope of projects prior to the final design phase of the projects; and

WHEREAS, during the final design phase, the District's outside consultants or its own staff prepares the design documents, such as plans and specifications, for construction of projects awarded through the public bidding process or other processes outlined in the District's purchasing policy; and

WHEREAS, California Government Code Section 830.6 provides that neither a public entity nor a public employee is liable for an injury caused by the plan or design for the construction of, or an improvement to, public property where such plan or design has been approved in advance of the construction or improvement by the legislative body of the public entity or by some other body or employee exercising discretionary authority to give such approval or where such plan or design is prepared in conformity with standards previously so approved, provided that there is substantial evidence that (a) a reasonable public employee could have adopted the plan or design or the standards therefor or (b) a reasonable legislative body or other body or employee could have approved the plan or design or the standards therefor; and

WHEREAS, the District has conformed its design and approval procedures with the requirements of California Government Code Section 830.6 by adopting Resolution 2615, which granted individual discretionary authority to the General Manager/District Engineer, Technical Support and Customer Service Work Group Manager, Capital Improvement Team's Coach, and Capital Improvement Team's Principal Engineer to reject or approve capital improvement program designs, project plans and/or specifications based on a review of the design, project plans and specifications, to sign approved plans and specifications prior to bidding and construction, and to approve or reject all changes to the approved plans and specifications prior to performing the changed work during a project's construction phase; and



WHEREAS, the District has implemented Resolution 2615 by creating a checklist to document the project's design reviewer(s), the reviewer's qualifications to review each project's design, plans, specifications and/or changes, reviewer's comments, time spent in review, review date(s), and confirmation that the design, plans, specifications and/or change is approved; and

WHEREAS, the District Board of Directors desires to rescind and replace Resolution 2615 to add the Enhanced Treatment and Site Upgrade (ETSU) Program Manager and Assistant Program Manager to the list of authorized staff members and to update this list to reflect current positions and titles.

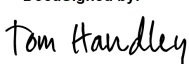
**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the Union Sanitary District that:

1. The Board of Directors of the UNION SANITARY DISTRICT hereby grants individual discretionary authority to the General Manager/District Engineer, Technical Services Manager (formerly Technical Support and Customer Service Work Group Manager), Capital Improvement Team's Coach, Enhanced Treatment and Site Upgrade (ETSU) Program Manager, and Enhanced Treatment and Site Upgrade (ETSU) Assistant Program Manager (a) to reject or approve a capital improvement program's design, project plans and/or specifications based on a review of the design, project plans and/or specifications, (b) to sign the approved plans and specifications prior to bidding and construction, and (c) to approve or reject all changes to the approved plans and/or specifications prior to performing the changed work during a project's construction phase.
2. This Resolution shall amend, replace, and supersede Resolution 2615. Resolution 2615 is hereby rescinded.


**CERTIFICATION**

I do hereby certify that the foregoing is a full, true, and correct copy of a resolution duly and regularly adopted at a meeting of the Board of Directors of the Union Sanitary District, in Alameda County, California, held on the 26<sup>th</sup> day of April 2021.

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

DocuSigned by:  
  
 C0CC5EF393E9442...  
 \_\_\_\_\_  
**TOM HANDLEY**  
 President, Board of Directors  
 Union Sanitary District

Attest:

DocuSigned by:  
  
 3397E6A1ED28476...  
 \_\_\_\_\_  
**ANJALI LATHI**  
 Secretary, Board of Directors  
 Union Sanitary District

## Certificate Of Completion

Envelope Id: 64219055DDD44879BF6D486297B15B51	Status: Completed
Subject: USD Requests you Please DocuSign: Resolution 2922 - Government Code 830.pdf	
Source Envelope:	
Document Pages: 2	Signatures: 2
Certificate Pages: 5	Initials: 0
AutoNav: Enabled	Envelope Originator:
Envelopeld 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
4/27/2021 2:47:49 PM	Reginam@unionsanitary.ca.gov	

## Signer Events

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

## Signature

DocuSigned by:  
  
C0CC5EF393E9442...


Signature Adoption: Pre-selected Style  
Using IP Address: 107.3.183.199  
Signed using mobile

## Timestamp

Sent: 4/27/2021 2:48:41 PM  
Viewed: 4/27/2021 6:40:34 PM  
Signed: 4/27/2021 6:40:48 PM

**Electronic Record and Signature Disclosure:**  
Accepted: 10/29/2020 3:22:28 PM  
ID: 96cab493-de11-462b-98b8-851bd2f945b4

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

DocuSigned by:  
  
3397E6A1ED28476...

Signature Adoption: Drawn on Device  
Using IP Address: 192.251.109.230  
Signed using mobile

Sent: 4/27/2021 6:40:49 PM  
Viewed: 5/7/2021 12:14:00 PM  
Signed: 5/7/2021 12:14:08 PM

**Electronic Record and Signature Disclosure:**  
Accepted: 10/30/2020 11:15:31 PM  
ID: f001f527-25b1-4fc8-8a4a-7e058dfbba25

In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	4/27/2021 2:48:41 PM

<b>Envelope Summary Events</b>	<b>Status</b>	<b>Timestamps</b>
Certified Delivered	Security Checked	5/7/2021 12:14:00 PM
Signing Complete	Security Checked	5/7/2021 12:14:08 PM
Completed	Security Checked	5/7/2021 12:14:08 PM

<b>Payment Events</b>	<b>Status</b>	<b>Timestamps</b>
-----------------------	---------------	-------------------

**Electronic Record and Signature Disclosure**

**AWARD THE CONSTRUCTION CONTRACT FOR THE CATHODIC PROTECTION SYSTEM IMPROVEMENTS PROJECT TO CORRPRO COMPANIES, INC.**

This item was reviewed by the Engineering and Information Technology Committee. Technical Services Manager Ghossain stated the Project was advertised for bids on March 2, 2021, and the three bids received were opened on March 30, 2021. Staff reviewed the apparent low bid submitted by Corrpro and found two minor irregularities. The first was that JDH Corrosion was listed as a subcontractor; however, JDH is an engineering consultant firm and does not have a California contractor license. Corrpro clarified JDH will perform testing and commissioning of the new cathodic protection system and will not perform construction work. The second irregularity was that Corrpro failed to check the box confirming the contract price would be under \$1,000,000, which would confirm the Iran Contract Act certification requirements would not apply. District legal counsel determined these irregularities could be waived by the District. Corrpro will have 210 calendar days to complete the Project from Notice to Proceed, with an estimated substantial completion date in December of 2021. Staff recommended the Board award the construction contract for the Cathodic Protection System Improvements Project to Corrpro Companies, Inc. in the amount of \$483,800.

It was moved by Secretary Lathi, seconded by Director Fernandez, to Award the Construction Contract for the Cathodic Protection System Improvements Project to Corrpro Companies, Inc. in the Amount of \$483,800. Motion carried with the following vote:

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

**AWARD THE CONSTRUCTION CONTRACT OF THE FY21 GRAVITY SEWER REHABILITATION/REPLACEMENT PROJECT (PHASE VII) TO CASEY CONSTRUCTION, INC.**

This item was reviewed by the Engineering and Information Technology Committee. Technical Services Manager Ghossain stated the Project was advertised for bids on February 23, 2021, and the seven bids received were opened on April 1, 2021. Staff reviewed the apparent low bid submitted by Casey and found one minor irregularity. Casey provided an incorrect Experience Modification Rate (EMR) for one of the three years of their three-year average Workers' Compensation EMR. The corrected three-year average was still below the maximum set in the Safety Qualification Criteria section of the Bid Documents. District legal counsel determined the minor irregularity could be waived by the District. Bid Alternate A is for providing "Acts of God" Insurance that would indemnify against the loss of or damage to the Pine Street easement retaining wall during construction under specified conditions. The contractor will have 140 calendar days to complete project construction, with an estimated substantial completion date in September 2021. Staff recommended the Board waive a minor irregularity in the apparent low bid and award the construction contract, including Bid Alternate A, for the FY21 Gravity Sewer Rehabilitation/Replacement Project – Phase VII to Casey Construction, Inc. in the amount of \$595,051.

It was moved by Director Fernandez, seconded by Secretary Lathi, to Waive a Minor Irregularity in the Apparent Low Bid and Award the Construction Contract, Including Bid Alternate A, for the Fiscal Year 2021 Gravity Sewer Rehabilitation/Replacement Project – Phase VII to Casey Construction, Inc. in the Amount of \$595,051. Motion carried with the following vote:

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

### **FALL 2021 NEWSLETTER**

This item was reviewed by the Legal/Community Affairs Committee. Communications and Intergovernmental Relations Coordinator Powell stated the Board entered a multi-year contract for printing services in 2017. The contract was for three years, with the option to renew for two additional years, and was extended for one year for the Fall 2020 newsletter. The contract is eligible for one final extension for the Fall 2021 newsletter. Staff presented a list of potential content topics for the Board's consideration. Staff recommended the Board review and provide feedback as necessary on potential topics for the District's Fall 2021 newsletter and consider extending the contract for printing services for one final year.

The Board gave input on proposed topics and directed staff to extend the printing services contract for its final year.

### **INFORMATION ITEMS:**

#### **District Rebranding Initiative Update**

Executive Assistant to the General Manager/Board Clerk McEvoy stated staff have been compiling a list of agencies to contact as part of the name change process. Staff have begun contacting these agencies to create a timeline of events and ensure understanding of necessary paperwork. The Board will need to adopt the new name by resolution. The resolution will be filed with the County Recorder's office as required by the Health and Safety Code. The recorded resolution will then be forwarded to the Secretary of State and other required agencies. Staff will simultaneously work with Pier 2 to develop a style guide, training program, and implementation plan for the Board's future consideration. The Board discussed the potential timeline for adoption of the name change resolution and expressed a preference for proceeding in the Summer of 2022.

#### **Cal-Card 3<sup>rd</sup> Quarter Activity Report, Fiscal Year 2021**

This item was reviewed by the Budget & Finance Committee. General Manager Eldredge provided an overview of the Report included in the Board meeting packet and responded to Boardmember questions.

#### **Boardmember Expenses, 3<sup>rd</sup> Quarter of Fiscal Year 2021**

This item was reviewed by the Budget & Finance Committee. General Manager Eldredge provided an overview of the Board expenses included in the Board meeting packet and responded to Boardmember questions.

**Report on the East Bay Dischargers Authority Meeting of March 18, 2021**

Director Toy provided an overview of the March EBDA Commission meeting minutes that were included in the Board meeting packet.

**COVID-19 Update**

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

**Check Register**

There were no questions regarding the check register.

**COMMITTEE MEETING REPORTS:**

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

**GENERAL MANAGER'S REPORT:**

General Manager Eldredge stated the following:

- The Board Budget Workshop will be held virtually at 4:00 p.m. on Tuesday, May 11, 2021.
- There was a sewer spill in Fremont recently and District staff were able to recover all of it. Prior to this event the District's last spill was in July of 2020.
- Staff will present an item at the May 10, 2021, Board meeting seeking Board feedback on the Boardroom in the Campus building design.


**OTHER BUSINESS:**

There was no other business

**ADJOURNMENT:**

The meeting was adjourned at 4:50 p.m. to the next Regular Board Meeting to be held virtually at 4:00 p.m. on Monday, May 10, 2021.


**SUBMITTED:**

DocuSigned by:  
  
E550CBBC143D4D7  
REGINA McEVOY  
BOARD CLERK

**ATTEST:**

DocuSigned by:  
  
3397E6A1ED28476  
ANJALI LATHI  
SECRETARY

**APPROVED:**

DocuSigned by:  
  
C0CC5FE393F9442  
TOM HANDLEY  
PRESIDENT

Adopted this 10<sup>th</sup> day of May 2021

**Certificate Of Completion**

Envelope Id: E460FAE676284494A98EF0187D62A066	Status: Completed
Subject: USD Requests you Please DocuSign: 04262021 Minutes.pdf	
Source Envelope:	
Document Pages: 14	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
5/11/2021 10:17:16 AM	Reginam@unionsanitary.ca.gov	

**Signer Events**

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

**Signature**

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

**Timestamp**

Sent: 5/11/2021 10:18:27 AM  
 Viewed: 5/11/2021 10:51:27 AM  
 Signed: 5/11/2021 10:51:40 AM

**Electronic Record and Signature Disclosure:**  
 Accepted: 10/29/2020 3:22:28 PM  
 ID: 96cab493-de11-462b-98b8-851bd2f945b4

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

DocuSigned by:  
  
 3397E6A1ED28476...  
 Signature Adoption: Drawn on Device  
 Using IP Address: 107.196.101.34  
 Signed using mobile

Sent: 5/11/2021 10:51:42 AM  
 Viewed: 5/11/2021 3:38:21 PM  
 Signed: 5/11/2021 3:38:28 PM

**Electronic Record and Signature Disclosure:**  
 Accepted: 10/30/2020 11:15:31 PM  
 ID: f001f527-25b1-4fc8-8a4a-7e058dfbba25

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

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

Sent: 5/11/2021 3:38:29 PM  
 Viewed: 5/13/2021 4:34:37 PM  
 Signed: 5/13/2021 4:34:42 PM

**Electronic Record and Signature Disclosure:**  
 Not Offered via DocuSign

In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
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>
---------------------------	---------------	------------------

<b>Witness Events</b>	<b>Signature</b>	<b>Timestamp</b>
-----------------------	------------------	------------------

<b>Notary Events</b>	<b>Signature</b>	<b>Timestamp</b>
----------------------	------------------	------------------

<b>Envelope Summary Events</b>	<b>Status</b>	<b>Timestamps</b>
--------------------------------	---------------	-------------------

Envelope Sent	Hashed/Encrypted	5/11/2021 10:18:27 AM
Certified Delivered	Security Checked	5/13/2021 4:34:37 PM
Signing Complete	Security Checked	5/13/2021 4:34:42 PM
Completed	Security Checked	5/13/2021 4:34:42 PM

<b>Payment Events</b>	<b>Status</b>	<b>Timestamps</b>
-----------------------	---------------	-------------------

<b>Electronic Record and Signature Disclosure</b>
---