



AGENDA

Board Meeting

Tuesday, April 28, 2026 - 5:00 PM

Boardroom, 2655 Grant Avenue, San Lorenzo, CA 94580

INFORMATION FOR THE PUBLIC

This meeting will be conducted in-person at the address listed above and virtually via Zoom.

Members of the public interested in attending the meeting or providing public comment may participate in the following ways:

- 1. Attend In-Person** at the location listed above.
- 2. Join the Meeting Online** via Zoom at: <https://us02web.zoom.us/j/4882542320>. If you wish to speak during the meeting, please select "Raise Hand" from the "Reactions" menu at the bottom of your screen. For best performance, please consider updating to the latest version of the Zoom application and restarting your device before joining the meeting.
- 3. Join by Telephone** by dialing (669) 900-6833 and entering Meeting ID: 488-254-2320. If you wish to speak during the meeting, please press *9.
- 4. Submit Written Comments** by emailing publiccomment@orolomasanitarydistrict.ca.gov; please identify the specific agenda item being addressed. Written public comment will be accepted until 4:00 p.m. on the day prior to the scheduled meeting. Copies of all written comments submitted by the deadline above will be provided to each Board Member and will be added to the official record.

ACCESSIBILITY INFORMATION: In compliance with the Americans with Disabilities Act of 1990, if you need special assistance to participate in a District meeting or need a copy of the agenda in an appropriate alternative format, please contact the District Secretary at (510) 276-4700. Notification of at least 48 hours prior to the meeting will assist District staff with ensuring that reasonable arrangements can be made.

MEETING DECORUM AND PUBLIC PARTICIPATION GUIDELINES: The Oro Loma Board of Directors encourages a respectful dialogue that supports freedom of speech and values diversity of opinion, in a manner consistent with the requirements of the Brown Act. The Board, staff, and members of the public are expected to be civil and courteous, and to refrain from questioning the character or motives of others participating in the meeting. Members of the public should direct their comments to the Board, and not staff or other members of the public. Speakers should not use threatening, profane or abusive language that disrupts, disturbs, or otherwise impedes the orderly conduct of the meeting.

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- 1. CALL TO ORDER**
- 2. ROLL CALL: DIRECTORS DEAN, DUNCAN, LEE, SIMON, YOUNG**
- 3. PLEDGE OF ALLEGIANCE**
- 4. GENERAL PUBLIC**

(Members of the public wishing to comment on any item not on the agenda, but within the Board's jurisdiction, should notify the Board at this time. Those wishing to comment on any item on the agenda should do so at the time the item is considered. Comments may be limited to three (3) minutes. Time limitations shall be at the discretion of the President.)

5.	CONSENT CALENDAR	
5.1.	Minutes, Board Meeting, April 14, 2026 Minutes - Board Meeting, April 14, 2026	6 - 10
5.2.	Minutes, Board Workshop, April 21, 2026 Minutes - Board Workshop, April 21, 2026	11 - 15
5.3.	Minutes, Committee Meetings <i>Directors may make oral reports to supplement the written reports contained in the agenda packet and ask questions about the reports. Directors may also request, with Board consensus, that items from the reports be placed on a future agenda for further discussion.</i> Minutes - Solid Waste Committee Meeting, April 13, 2026 Minutes - Personnel Committee Meeting, April 17, 2026 Minutes - Construction Committee Meeting, April 22, 2026 Minutes - Operations Committee Meeting, April 23, 2026 Minutes - F&I Committee Meeting, April 24, 2026	16 - 77
5.4.	Financial Statements, March 2026 Attachment - Financial Statements, March 2026	78 - 82
5.5.	Compliance & Activity Reports, March 2026 Attachment - Compliance & Activity Reports, March 2026	83 - 95
5.6.	Approval of Consent Calendar Recommended Motion: Approve the consent calendar.	
6.	NEW BUSINESS	
6.1.	Approval of Supplemental Capital Expenditure And Draft Cost Sharing Agreement Between Castro Valley Sanitary District And Oro Loma Sanitary District For Digester Rehabilitation Project The Board will review and discuss the terms of the draft cost sharing agreement with Castro Valley Sanitary District (CVSan), including providing direction on the cap for master plan development cost and the cost-sharing allocation specifically associated with master plan development. Following Board consensus, the Board will be asked to approve the agreement. Recommended Motion: Approve the supplemental capital expenditure and draft cost sharing agreement between Castro Valley Sanitary District and Oro Loma Sanitary District for Digester Rehabilitation Project. Attachment - Draft Cost Sharing Agreement OLSD-CVSan	96 - 101
6.2.	Resolution Fixing Time and Place for Hearing on Amended Ordinance No. 35, an Ordinance Regulating the Installation and Connection of Sanitary Sewers, Establishing a Permit System, Adopting a Schedule of Fees and Deposits, and Providing Liabilities and Penalties for Violations The Board will be asked to adopt a resolution setting a public hearing for May 26, 2026, to consider adoption of the amended sewer ordinance. The Construction Committee reviewed and discussed this item at its April 22, 2026 meeting and recommended bringing it forward to the full	102 - 103

Board for consideration, alongside an item to consider the potential development of a lateral replacement incentive program.

Recommended Motion: Adopt the resolution.

[Attachment - Resolution, Public Hearing on Ordinance 35](#)

- 6.3. **Accept Project as Complete and Authorization for the General Manager to Direct the Filing of a Notice of Completion: Parking Lot Improvements Project** 104 - 106

Recommended Motion: Accept project as complete and authorize the General Manager to direct the filing of a Notice of Completion with the County: Parking Lot Improvements Project.

[Staff Report - Parking Lot Improvements Project Completion](#)

- 6.4. **Authorization for General Manager to Execute an Agreement with HDR Inc. to Provide Construction Management Services for an Amount Not to Exceed \$641,900 and an Amendment with Carollo Engineers to Provide Engineering Services During Construction for an Amount Not to Exceed \$362,951: Digester Rehabilitation Project Phase 1** 107 - 108

Recommended Motion: Authorize General Manager to execute an agreement with HDR Inc. to provide construction management services for an amount not to exceed \$641,900 and an amendment with Carollo Engineers to provide engineering services during construction for an amount not to exceed \$362,951: Digester Rehabilitation Project Phase 1

[Staff Report - Digester Rehabilitation Project Design Contract](#)

- 6.5. **Adopt a Resolution Authorizing the General Manager to Execute an Agreement with Myers & Sons Construction, LLC in the Amount of \$6,876,000 and Reject Bid Protest: Digester Rehabilitation Project** 109 - 113

Recommended Motion: Adopt a resolution authorizing the General Manager to execute an agreement with Myers & Sons Construction, LLC for an amount not to exceed \$6,876,000 and reject bid protest: Digester Rehabilitation Project

[Staff Report, Resolution - Digester Rehabilitation Project Construction Contract](#)

7. **BOARD DISCUSSION**

- 7.1. **Discussion on Community Advisory Committee** 114 - 230
The Board will discuss the concept of potentially establishing a Citizens Advisory Committee (CAC).

[Attachment - Memo, Citizens Advisory Committee](#)

- 7.2. **Discussion on Lateral Replacement Incentive Program**
At the Construction Committee's request, the Board will discuss the potential development of a lateral replacement incentive program for residents who replace their sewer laterals voluntarily, rather than as part of a property sale.

- 7.3. **Review of the Smart Truck Program Agreement** 231 - 238
The Board will discuss the terms of the Smart Truck Program agreement and will be asked to provide direction on any requested changes to the agreement.

Key agreement terms:

- 3-year initial term beginning September 1, 2023, with automatic extension unless either party gives 90 days' notice.
- Includes overage and contamination monitoring.
- First and second incidents of overage or contamination result in warnings.
- Third and subsequent incidents result in charges.
- Automatic trash service level increases are allowed if repeated contamination and overage occur. Hauler will inform the customer via mail or email of the change.
- District uses Smart Truck technology to comply with annual route reviews.
- Customers can reach out to the hauler after 12 months of compliance to change their cart service if they were upsized.
- L2 area (Hayward) is excluded from Smart Truck recycling monitoring until technology becomes available.
- Exceeds the requirements of SB 1383 specifically in reference to contamination monitoring and recordkeeping.

The Board reviewed this item at its meeting on February 24, 2026, and directed staff to bring the item back to the full Board following the March workshop with WM. The Solid Waste Committee meeting reviewed the agreement at its meeting on March 9, 2026, and provided feedback on removing the cart rollout information, expanding outreach efforts, and adding contamination reduction goals of 2-3 percent.

[Attachment - Smart Truck Final 1st Amendment](#)

8. **AUTHORITY/ASSOCIATION/CONFERENCE REPORTS**

- 8.1. **Report from Alameda County Waste Management Authority - StopWaste, April 22, 2026 - Director Duncan**

9. **POLICY REVIEW**

- 9.1. **Review of Draft Establishment of Seating of Elected Board Members, Election of Officers And Committee Assignments Policy** 239 - 242

Recommended Motion: Review potential amendments and approve the Establishment of Seating of Elected Board Members, Election of Officers And Committee Assignments Policy.

[Draft Establishment of Seating of Board Members Policy, Redlined and Clean Versions](#)

- 9.2. **Review of Draft Acceptance of Gratuities Policy** 243 - 245

Recommended Motion: Review potential amendments and approve the Acceptance of Gratuities Policy.

[Draft Acceptance of Gratuities Policy, Redlined and Clean Versions](#)

10. **SCHOOLS ENGAGEMENT REPORT**

- 10.1. **Schools Engagement Report, April 2026**

Staff will provide an update on the District's outreach and engagement with schools.

11. **STAFF/DIRECTOR COMMENTS**

11.1. **General Manager's Report**

The General Manager will provide updates and information on District operations and activities.

11.2. **Action Items Report**

The General Manager will provide updates on outstanding action items and follow-up requests from the Board.

11.3. **Comments from Staff and the Board of Directors**

Directors and staff may provide brief reports or comments on District-related activities, events, or matters of interest. Directors may also request, with Board consensus, that items be placed on a future agenda or that direction be provided to staff.

12. **ADJOURNMENT**

**MINUTES
BOARD MEETING
ORO LOMA SANITARY DISTRICT**

TUESDAY, APRIL 14, 2026

5:00 PM

**BOARDROOM, 2655 GRANT
AVENUE, SAN LORENZO, CA 94580**

1. CALL TO ORDER

President Young called the meeting to order at 5:00 p.m.

2. ROLL CALL: DIRECTORS DEAN, DUNCAN, LEE, SIMON, YOUNG

PRESENT: Shelia Young, President
Benny Lee, Vice-President
Rita Duncan, Secretary
Mimi Dean, Director
Fred Simon, Director

STAFF: Jimmy Dang, General Manager
Chathu Abeyrathna, District Engineer
Liliana Moreno, Finance Manager
Zaneta Luna, Administrative Services Manager
Joe Carlini, Operations Manager
Patricia Schofield, District Secretary
Alex Mog, District Counsel

PUBLIC: Matt Turner, Turner Communications
Randy Waage, Chuck Meadows, Robert Bulatao,
Lisa, Michael

3. PLEDGE OF ALLEGIANCE

Vice President Lee led the assembly in the pledge of allegiance.

4. GENERAL PUBLIC

Randy Waage made a comment promoting the San Lorenzo Village Homes Associations' upcoming Earth Day event on April 18, 2026.

5. PUBLIC HEARING

5.1. *Public Hearing – Transition to District-Based Elections; Presentation on Overview and Assessment of Districting Maps Published on or Before April 1, 2026*

The Board conducted a public hearing to:

1. Receive a presentation from Turner Communications Group regarding districting;
2. Receive community input, public comments were made by Chuck Meadows who thanked Matt Turner for his extensive outreach in support of the districting process and Randy Waage who thanked Matt Turner for

preserving San Lorenzo as a community of interest and thanked Turner for his work; and

3. Provide comments to Turner Communications Group, the Board stated that they favored maps 56, 60, and 61 at this time, but were looking forward to map 70 and any future submissions received until May 1, 2026.

The Board took a five-minute recess at 6:07 p.m.

6. CONSENT CALENDAR

6.1. *Approval of Board Minutes, Board Meeting, March 24, 2026*

Moved by Director Benny Lee, seconded by Director Mimi Dean. Approve the minutes.

Carried unanimously

7. NEW BUSINESS

7.1. *Resolution Approving Budget Amendment No. 2 of the Budget for Fiscal Year 2025-26*

Moved by Director Shelia Young, seconded by Director Rita Duncan. Adopt the resolution approving budget amendment no. 2 of the budget for fiscal year 2025-26.

Carried unanimously

8. BOARD DISCUSSION ITEMS

8.1. *Discussion on Draft Memorandum of Understanding Between Oro Loma Sanitary District (OLSD) and San Lorenzo Unified School District (SLZUSD)*

The Board discussed the revised draft Memorandum of Understanding (MOU) between the District and the San Lorenzo Unified School District (SLZUSD). Following prior Board feedback, staff made significant updates to the agreement, including added detail and clarified provisions. The updated draft was presented for further Board review and direction. Director Duncan suggested implementing the program in phases to avoid overwhelming school staff with too many requirements at once.

Director Young recommended including language, either written or verbal, stating that SLZUSD would be charged for solid waste services if they do not comply with the MOU requirements.

Director Dean inquired about the timeline for SLZUSD to comply with the MOU before losing free services. She also asked whether a stipend for a school site lead was included. Administrative Services Manager Luna responded that the MOU includes language regarding incentives for schools; however, depending on whether stipends can be provided directly to teachers or staff, the language may be further updated.

Director Simon emphasized the importance of specifying that stipends be provided directly to a site coordinator, if allowable. He also revisited his prior suggestion of

incorporating student participation in campus cleanup efforts, similar to programs in Japan, and asked whether this could be included in the MOU. Luna stated that StopWaste is working with SLZUSD to explore student participation in classroom and lunchroom cleanup and recycling efforts; however, the program has not been finalized and is therefore not included in the MOU. She noted that implementation would depend on SLZUSD's agreement and whether oversight would be provided by StopWaste or the District. Director Simon asked whether there were any concerns from custodial unions regarding student participation; Luna responded that the only issue raised thus far relates to improper sorting by students.

Director Duncan asked whether the District is coordinating with StopWaste and whether the District would remain involved if StopWaste were to oversee a student program. Luna confirmed that the District is in ongoing discussions with StopWaste and noted that similar programs existed prior to COVID-19 and are being considered for reimplementaion. She added that StopWaste is supportive of both the MOU and student participation efforts. Director Duncan noted that providing ready-to-use materials and plans would reduce the burden on school staff and expressed support for StopWaste taking the lead, with the District providing support.

Director Young noted her familiarity with a pre-COVID StopWaste program at Arroyo High School that resulted in strong student engagement.

Chair Lee inquired whether the MOU would be presented to the SLZUSD Board, which Luna confirmed. He also asked about coordinating a joint meeting with the City of San Leandro and the school district; Director Young suggested meeting directly between the District and SLZUSD instead.

General Manager Dang stated that the MOU would be presented to SLZUSD for review and negotiation, and then brought back to the Board for further consideration.

8.2. *Discussion on Use of AI for Meeting Recording and Transcription*

At the request of Director Dean, the Board discussed the potential use of AI technology for recording and transcribing Board and Committee meetings.

Director Young noted that the District's current AI policy prohibits the use of AI for recording without permission. She suggested piloting the practice at the next Board meeting.

Director Duncan stated that she would be comfortable with the use of AI for recording and transcription for Board meetings, but not for Committee meetings.

Chair Lee expressed support for the use of AI technology but emphasized the need for training related to protected health information (PHI) and personally identifiable information (PII) for staff utilizing the technology.

Director Simon inquired about the District's retention period for audio and video

recordings. Staff responded that recordings are retained for one year, with audio recordings available on the District's website for 90 days.

Following further discussion, the Board agreed to pilot the use of AI technology to record and transcribe the April 28 Board meeting. The transcription will be distributed to the Board following the meeting. If the Board is satisfied with the results, staff will return with any necessary policy updates for Board consideration.

8.3. Discussion on Expansion of District Key Performance Indicators (KPIs)

At the request of Director Dean, the Board discussed expanding the District's Key Performance Indicators (KPIs) into a broader framework to enhance clarity and understanding of performance information.

Director Dean expressed concern that the current categories—completed, at risk of not being completed, or will not be completed—are too limited and suggested that a more detailed rubric, such as a 10-point scale, would provide more meaningful information for Board review.

Chair Lee stated that red, yellow, and green frameworks are generally the most effective and easiest to understand. He noted that while this approach works well for goal tracking, KPIs include broader performance indicators. He added that, in his view, "yellow" represents goals not yet met.

Director Young stated that the current framework is sufficient for the District.

Director Simon noted instances where items were reported as "green," but the Board did not agree that the goal had been fully met. He suggested that clearer definitions or more granularity may be needed and requested staff feedback.

General Manager Dang explained that the red, yellow, and green framework is used to track progress toward strategic goals, which are typically long-term and do not change frequently. He clarified that the color reflects whether staff expect to meet the goal within the established timeframe. He provided an example of a financial goal scheduled for completion later in the year, which may be shown as "green" early on if it is on track, but could shift to "red" if it becomes at risk of not being met. He noted that transitioning to a 10-point rubric may not improve clarity in this context.

Director Duncan referenced a recent audit-related goal that was at risk due to extenuating circumstances and suggested that including more detailed updates within each goal, as well as reflecting that activity in the minutes, could help address perceived gaps. She noted that some confusion may stem from how goals are defined and communicated.

Director Dean emphasized that performance should be evaluated based on actual outcomes rather than planned efforts.

General Manager Dang suggested revising the framework so that "yellow" reflects

“in progress,” with accompanying notes describing the status of each goal, and that goals remain in “yellow” until completed and then move to “green.” The Board concurred with this approach.

9. COMMITTEE/AUTHORITY/ASSOCIATION REPORTS

9.1. *Report from Alameda County Waste Management Authority - StopWaste, March 25, 2026 - Director Duncan*

The main topics were: Innovation Awards Gala 2026 and Legislative Positions for 2026.

10. STAFF/DIRECTOR COMMENTS

10.1. *Comments from Staff and the Board of Directors*

General Manager Dang thanked the Board for their support and noted that next Tuesday’s workshop will focus on the State of the District finances.

Director Simon thanked staff and stated that it had been a nice meeting.

Director Dean requested that language be added to future Board agenda packets providing instructions for the public to submit public comment. The Board reached consensus to include the language and suggested using StopWaste’s agenda language as a model.

Secretary Duncan commented that it had been a very good meeting and said she enjoyed the presentation on districting, She then expressed appreciation for the work of staff and welcomed General Manager Dang back.

Vice President Lee stated that it had been a great meeting, welcomed General Manager Dang back, and commended staff for their continued work.

President Young stated that it had been a great meeting and thanked staff for their work. She also noted, for the record, that the Board had sent cards to the Dang family, the Aldridge family, and the Williams family.

Secretary Duncan commended Maintenance Manager McCauley for serving as Acting General Manager and expressed appreciation for his efforts and leadership.

11. ADJOURNMENT

There being no further business to come before the Board, President Young adjourned the meeting at 7:24 p.m.

**MINUTES
BOARD WORKSHOP MEETING
ORO LOMA SANITARY DISTRICT**

TUESDAY, APRIL 21, 2026

5:00 PM

**OMC TRAINING ROOM, 2600 GRANT
AVENUE, SAN LORENZO, CA 94580**

1. CALL TO ORDER

President Young called the meeting to order at 5:00 p.m.

2. ROLL CALL: DIRECTORS DEAN, DUNCAN, LEE, SIMON, YOUNG

Directors Dean, Duncan, Lee, Simon, and Young were present. Also present were General Manager Dang, Finance Manager Moreno, District Engineer Abeyrathna, and District Secretary and Graphics Specialist Schofield.

3. GENERAL PUBLIC

There were no members of the public present, and therefore no comments.

4. STATE OF THE DISTRICT FINANCES PRESENTATION

4.1. State of the District Finances

Staff presented an overview of the District's financial condition, including strategic goals related to financial stability, rate structures, and long-term projections for revenues, expenditures, capital spending, and debt. The presentation also addressed pension and OPEB obligations, budget structure, historical trends, and 10-year cash flow scenarios.

Directors Dean and Duncan requested that community event cost breakdowns include itemized details, including staff time, giveaways, and other associated costs.

Director Young requested that the rate schedule include a footnote reflecting the monthly cost to ratepayers associated with rate increases.

Directors Dean and Simon confirmed that a 5% annual rate increase is the current staff recommendation based on 10-year cash flow projections, which Finance Manager Moreno confirmed.

Director Duncan confirmed that funds received from WIFIA and SRF are not considered operating revenue, which results in some years showing negative projections in the 10-year revenues and expenditures analysis. Moreno confirmed that a clarifying footnote would be added.

Director Duncan inquired about the significant negative variance in FY 2033–34. Moreno explained that it is due to the planned electrical switchgear upgrade, estimated at approximately \$44 million.

Director Simon inquired about the anticipated annual sewer line replacement rate following completion of the 40-mile SWRSSCP project. General Manager Dang responded that this would be evaluated during the next budget cycle as part of future planning decisions.

The Board discussed the recommendation to pay off the 2018 Sewer Revenue Bonds in 2030 using available cash. Moreno explained that this recommendation is based on the bonds' higher interest rate (3.482%) compared to other current loans, and to mitigate the impact of WIFIA loan repayments beginning in 2031 of \$1.24M annually. Dang added that this recommendation would be reevaluated closer to 2030 based on market conditions and investment returns.

Director Duncan asked whether it would be prudent to begin setting aside funds now for early bond repayment. Moreno noted that an alternative approach would be to invest funds based on future cash flow needs, depending on market returns. Moreno added this is something PFM asset managers could assist with.

Director Dean requested clarification on the District's variable-rate investments compared to bond and loan interest rates. Moreno explained that investment returns are market-based and subject to fluctuation.

Director Simon inquired whether construction funded by SRF and WIFIA loans was complete. Dang stated that the work is nearly complete, with one final phase of sewer line replacement remaining. Simon further asked whether ongoing loan repayments for completed construction could impact future borrowing capacity. Dang responded that this would involve a credit and bond evaluation process, likely supported by a financial consultant.

Director Duncan asked when the actuarial report for the current year would be available. Moreno stated it is expected in August.

Director Simon inquired about the high pension liability in FY 2020–21. Dang explained that this was due to higher-than-expected CalPERS investment returns that year, along with updated, more conservative actuarial assumptions.

Director Simon asked whether contributions are currently being made to OPEB. Moreno confirmed that no contributions have been made in at least the past three years.

Director Dean asked who qualifies for OPEB benefits. Dang explained that eligibility applies to retirees who worked a minimum of 15 years (for employees hired before 2013) or 20 years (for those hired after 2013).

Director Duncan inquired whether the 10-year salaries and benefits projections include recently added staff positions. Moreno confirmed that they do.

Director Simon requested clarification on the difference between Fund 40 (Renewal & Replacement) and Fund 45 (Capital Fund). Moreno provided an

explanation.

Director Dean inquired why Fund 15-2-4090 includes a wide range of expenses. Moreno explained that, at Oro Loma, this account captures general administrative and meeting-related costs, and that recent GASB updates have shifted certain expenses, such as subscriptions, into new accounts.

Director Lee noted that GASB-96 has helped standardize how districts account for these costs.

Director Dean asked why Fund 85 does not include the same costs in account for 4090 as it does for Fund 15. Moreno explained that Fund 85 is designated specifically for managing expenses related to the Waste Management franchise agreement and any operating supplies costs are allocated to the fund.

Director Duncan noted a misunderstanding regarding Contractual Services- Dept Support, that is comprised of temporary hire costs. Moreno explained the costs are specifically for the Operators-in-Training (OIT's) utilized in Operations in the current fiscal year.

Director Dean requested additional information regarding account 85-7-4131, including sponsorship-Alameda County, related expenses. Moreno stated she would follow up with details on this sponsorship.

Director Simon asked how Fund 85 is funded. Moreno confirmed it is funded through franchise fees received directly from Waste Management.

Director Simon inquired whether depreciation is applied in Fund 15 and Fund 85. Moreno confirmed that depreciation is applied to both Funds 15 and 85. Fund 85 Depreciation is related to the cart replacement assets.

Director Simon asked whether the District covers costs for professional engineering licenses. Moreno confirmed that it does.

Director Dean asked whether the projected 5% rate increases beyond the current rate cycle are intended to continue indefinitely. Staff clarified that the 5% projection applies only to FY 2029–30 and beyond as a projection assumption, and that future rates will depend on Board direction.

Director Simon inquired about employee incentive programs or opportunities for staff to submit innovative ideas for cost savings. General Manager Dang confirmed that the District has a policy in place that provides incentives for employee-generated cost-saving ideas. Director Simon suggested providing a refresher to staff on the availability of the program. Director Duncan added that she believes it should be part of managers' goals and responsibilities to continuously identify and implement cost-saving measures for the District.

Director Duncan asked when strategic goal planning discussions would begin. Dang stated that discussions will begin during the next fiscal year, with goals due by April 2027.

Director Duncan asked if weather and storm events are considered in 10-year cash flow projections. Staff confirmed that emergency contingencies are included and that infrastructure improvements are being evaluated to manage high-flow conditions.

Director Lee inquired about FEMA funding received following the 2023 storm events. Dang stated that the District received approximately \$600,000.

Dang noted that key decision points regarding the three 10-year cash flow scenarios will be brought before the Board within approximately eight months.

Director Duncan inquired about the cost and frequency of rate studies. Dang stated that rate studies are typically conducted every five years in conjunction with rate adjustments or Proposition 218 processes.

5. STAFF/DIRECTOR COMMENTS

Finance Manager Moreno thanked the Board for their questions and support.

General Manager Dang thanked the Board for its support and Moreno for revamping the presentation and providing clarity. He noted that any follow-up items would be provided to the Board.

Director Dean stated it was an excellent presentation and described Moreno as brilliant. She also shared that she attended the SLVHA Earth Day event, which was unfortunately poorly attended.

Director Simon commended Moreno and her staff for an excellent job, noting that he was impressed and appreciative.

Director Duncan expressed appreciation for Moreno's work, commending her for remaining composed when responding to Board questions. She stated that Moreno will be greatly missed at the District and wished her well in her next endeavor. She also noted that she is looking forward to the Climate Week event being hosted at the District.

Director Lee shared that, based on his 40 years of experience in finance, presentations are only as strong as the information behind them, and commended Moreno for her work. He stated that she will be missed.

President Young thanked Moreno for a fabulous presentation and wished her well in her next endeavor.

6. ADJOURNMENT

There being no further business to come before the Board, President Young adjourned

the meeting at 6:24 p.m.

**MINUTES
SOLID WASTE COMMITTEE MEETING
ORO LOMA SANITARY DISTRICT**

MONDAY, APRIL 13, 2026

9:30 AM

**BOARDROOM, 2655 GRANT
AVENUE, SAN LORENZO, CA 94580**

1. CALL TO ORDER

Chair Duncan called the meeting to order at 9:30 am.

2. ROLL CALL: CHAIR DUNCAN AND DIRECTOR YOUNG

Chair Duncan and Director Young were present, as were Acting General Manager McCauley and Administrative Services Manager Luna. WM staff present were Public Sector Manager Harrington, Recycling Education Representative Paredes-Miramontes, and District Manager Dass.

3. PUBLIC COMMENTS

There were no comments from the public.

4. REVIEW STATUS OF STRATEGIC GOALS

Administrative Services Manager Luna informed the Committee that the audit report has been delayed due to consultant staffing issues, large file transfers, and the incorporation of staff feedback. She noted that the report is expected to be presented to the Committee next month. Director Duncan inquired whether the goal status should be updated to yellow. Luna responded that we are awaiting the results. McCauley added that, according to the legend, a yellow status indicates the goal is “at risk of not being met,” and without the final report, it is not yet possible to make that determination.

The Committee accepted the report.

4.1. [SW Strategic Goals Report 2026 SWC April](#)

5. REVIEW KEY PERFORMANCE INDICATORS

Administrative Services Manager Luna presented the Key Performance Indicators (KPIs) related to solid waste to the Committee. Chair Duncan asked whether the goals are considered “stretch goals.” Luna responded that staff are actively working toward achieving the established targets.

Chair Duncan then inquired specifically about the “Customers Contacted” goal. Administrative Luna explained that the footnote clarifies that this metric includes outreach through Trash Talks, community events, and meetings with groups such as homeowners associations (HOAs). Chair Duncan commented that the current metric does not fully reflect the range of interactions the District has with its customers and requested that staff expand customer engagement efforts. Administrative Services Manager Luna noted that phone and email inquiries related to solid waste are tracked and reported to the Solid Waste Committee annually. Director Young suggested revising the title from “Customers Contacted” to “Customer Contact” to better reflect two-way communication between staff and customers and to encompass multiple forms of interaction, including email and

phone.

The Committee accepted the report.

5.1. [Solid Waste KPIs FY 2025-2026 Q3](#)

6. **SOLID WASTE BUDGET**

The Committee reviewed the solid waste budget and found it to be in good order.

The Committee accepted the report.

6.1. [Solid Waste Budget March 2026](#)

7. **CONTAINER MONITORING PROGRAM REPORT**

Administrative Services Manager Luna presented the February 2026 report. Chair Duncan noted the decrease in notices compared to the previous year and inquired about outreach efforts targeting customers receiving the highest number of organics contamination notices. Luna stated that a residential outreach plan is currently in development and will be presented at a future meeting. She added that smaller pails have been purchased for customer distribution to encourage proper food waste separation.

Chair Duncan observed that overall contamination levels appear to be declining and asked what factors may be contributing to this trend. Luna responded that outreach efforts have been beneficial, but noted that the “yuck” factor associated with handling organics remains a challenge. Public Sector Manager Harrington added that contamination levels, particularly for organics, can fluctuate due to behavioral changes influenced by factors such as weather and holidays. She also noted that Oro Loma is doing a strong job in tracking contamination and communicating program requirements. Chair Duncan added that the March report may be influenced by seasonal factors such as Easter and spring break.

The Committee accepted the report.

7.1. [Residential Container Monitoring Program Report February 2026](#)
[Commercial Container Monitoring Program Report February 2026](#)

8. **PUBLIC EDUCATION AND COMMUNICATION**

Recycling Education Representative Paredes-Miramontes reported that last month she reached out to 40 customers, conducted 20 container assessments, and distributed 50 tenant kits. She informed the Committee of a positive interaction with staff at a multifamily complex and a restaurant owner. She added that in every interaction with multifamily units, she has promoted the May training to be hosted by Oro Loma. Chair Duncan thanked Recycling Education Representative Paredes-Miramontes for the written report and asked a question about the three businesses she has had difficulty reaching. Recycling Education Representative Paredes-Miramontes responded that one of them she has not been able to reach at all, and the other two have not provided the requested follow-up information. Chair Duncan asked about StopWaste assistance. Recycling Education Representative Paredes-Miramontes stated that StopWaste issues notices of violation and citations. She was glad to report that only three customers were in this

category.

Director Young asked about one business that is not in compliance and appears to be engaged in recycling. Recycling Education Representative Paredes-Miramontes stated that they collect cans and bottles.

Administrative Services Luna added that StopWaste is also assisting with providing outreach to commercial customers. They were provided with a list of 20 accounts, and they are reaching out to those businesses to provide the necessary materials.

The Committee accepted the report.

8.1. [WM Monthly Outreach March 2026 Report](#)

9. **EXCELLENCE IN SERVICE AWARDS**

Administrative Services Luna reported that most drivers had fewer than 10 missed pickups, as reflected in the KPIs report. She added that one driver had zero missed pickups in January, February, and March. Director Young stated that the numbers are impressive, given the number of pickups each month. Chair Duncan asked that the drivers be thanked for their work and commitment to not missing pickups.

The Committee accepted the report.

10. **COMMUNITY ENGAGEMENT**

Administrative Services Manager Luna presented the upcoming and attended events as listed below. Chair Duncan inquired about the cost of the Scouting event and suggested that, if interest remains strong and costs are reasonable, the event could be offered more than once. Director Young noted that the event presents a valuable opportunity to inspire youth to consider careers in wastewater. Chair Duncan added that she will share a link to a California Association of Sanitation Agencies (CASA) webinar highlighting how another city successfully hosted an event for high school students.

Upcoming Events:

Public Tour: May 13, 2026

Property Managers Training: May 19, 2026

Downtown Hayward Street Party: July 16, 2026

Public Tour: August 12, 2026

Attended Events:

Bay Area Landlord Conference: 80 touchpoints

Scouting America: 33 touchpoints

Additional events will be added once dates are confirmed.

The Committee accepted the report.

11. **STAFF AND DIRECTOR COMMENTS**

Administrative Services Manager Luna reported that, following discussions with WMAC, a

protocol has been established for drivers to identify outdated organics carts in the field and notify the Operations Manager, who will then coordinate and schedule replacements. She also noted that, in response to a question raised at the previous meeting regarding the MOU with the City of Hayward, the most recent revision occurred in 2023, with the prior update completed in 2015 in conjunction with the renewal of the Franchise Agreement with WMAC.

Director Young added that she may be able to provide a contact for another large apartment complex and will follow up directly with Recycling Education Representative Paredes-Miramontes.

12. ADJOURNMENT

There being no further business to come before the Committee, Chair Duncan adjourned the meeting at 10:09 am.



ORO LOMA SANITARY DISTRICT SOLID WASTE STRATEGIC GOALS REPORT

10-Year Goal 2024-2034	Progress on 10-Year Goal	Intermediate 2024-2026 Goal	Status of Intermediate Goals
Continue to meet requirements of County and State solid waste requirements, including SB 1383. (2021)	Ongoing	Continue outreach and education to all customers and monitor compliance with all aspects of the law.	Ongoing - Compliance for OLSD: <ul style="list-style-type: none"> Local ordinance requiring compliance. All containers comply with proper signage and color requirements. Outreach and education are conducted at least annually. Make services available to all customers. Container monitoring program – exceeds the requirement. Food recovery programs in place.
Reduce residential recycling contamination by 35% by 2025. (2019-50% by 2024; 2021-35% by 2025)	In-progress	Implement Smart Truck Technology to monitor contamination. Track progress through KPIs and provide additional education to customers as needed.	2020: Recycle & Organics Contamination Audit done. Revealed the recycle stream is about 1/3 contaminated. This will be used as the baseline for future comparison. 2023: Implemented container monitoring program. 2024: New KPIs approved for FY 2024-25 at June SWC. 2025: Oct. 27 - Nov. 7, an audit was conducted for the Recycle & Organics Contamination. 2026: The report is forthcoming in April (delayed due to limited consultant staffing).
Maintain 100% participation in organics & recycling in schools. (2019)	Ongoing	Continue outreach and education to schools.	All of San Lorenzo Unified and the San Leandro Unified schools that are in the District, all have recycling and organics collection services. They also receive program and services support year round. By October 8, 2025, all schools completed their binventory, all students watched the sorting video, and all schools had containers for all three streams. Sent a reminder to all schools about recycling requirements on 01/13/2026.
Increase the call-to-action messaging for the public, with emphasis on its role in protecting the environment. (2021)	Ongoing	Implement the direction established in the Communications Plan.	2024 call-to-action: download Recycle Coach to help sort discarded materials correctly. Promote the District's Litter Pickup Program-included in all District Newsletters. 2025: Call-to-action: download RecycleCoach. 2026: Call-to-action: "From Pan to Can."
Maintain a Communications Plan for District outreach efforts. Update the plan every five years. (2019).	Ongoing	Update existing plan in FY 2025/26. Review plan with Board at least every two years.	2024: Monthly "Trash Talk" webinars via Zoom. Webinar covers solid waste mandates, sorting properly, and the container monitoring program. 2025: Communications Plan was updated and approved in June. 2026: New Communications Plan implementation ongoing.
Cooperate with the County in its efforts to address illegal dumping and litter in the District. Take a meaningful step beyond current efforts to beautify the community. (2019)	Ongoing. The County's Mobile Citizen link is posted on the District's website: https://oroloma.org/illegal-dumping-who-to-call/	Continue outreach on bulky waste pick-ups and evaluate multi-family bulky waste collection.	2024-2026: Residential recycle calendar includes information about bulky collection. Multi-families have the option to pay for bulky collection service. Mattress dropoff at WM Davis Street Tranfer Station available at no charge.

Note: The Solid Waste Strategic Goals are based on the District's 10-year Strategic Vision and Goals. Next 10-year update is scheduled for April 2027.

Legend:
Meeting goal
At risk not to meet goal
Not meeting goal



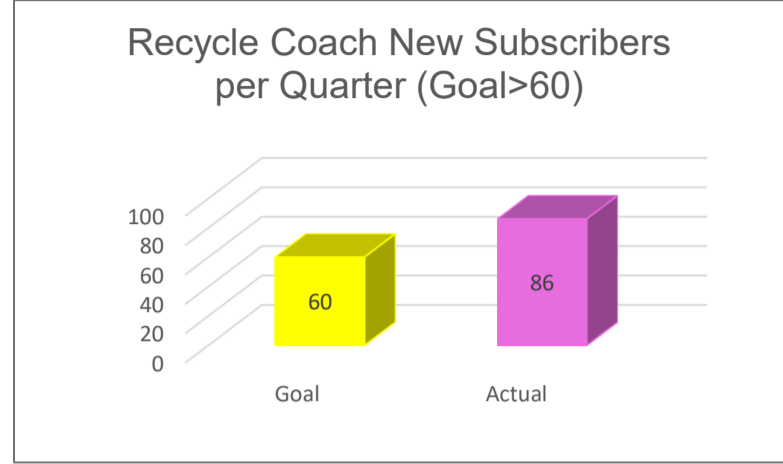
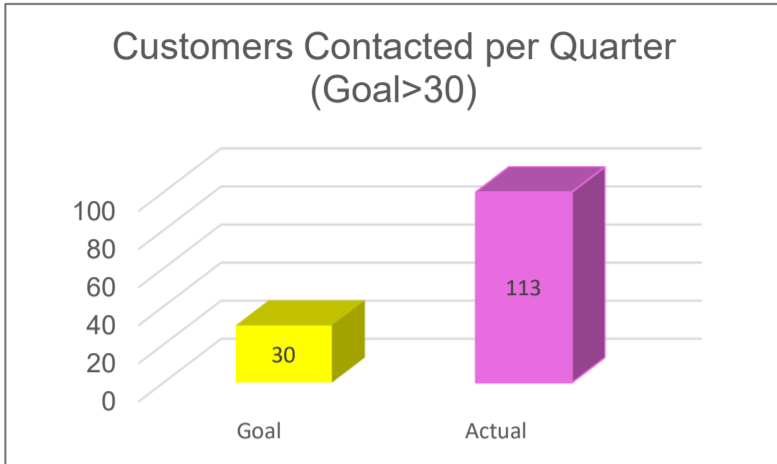
Oro Loma Sanitary District Solid Waste Key Performance Indicators (KPIs) FY 2025-2026

Residential Goals					
Month	*Touch Points (Goal>30 per QTR)	**Community Engagement (Goal>18 per Year)	***New Subscribers Recycle Coach (Goal>60 per QTR)	^*Received 4+ Container Monitoring Notices (Goal<200 per QTR)	^**Missed Collection Service (Goal<200 per QTR)
July	1597	2	23	17	54
August	46	3	71	13	
September	338	2	93	20	59
Q1 Total	1981	7	187	50	113
October	651	1	77	30	53
November	0	0	118	21	47
December	0	0	69	41	
Q2 Total	651	1	264	92	100
January	0	0	46	21	40
February	0	0	21	18	28
March	113	2	19	Data not available yet	69
Q3 Total	113	2	86	39	137
April					
May					
June					
Q4 Total	0	0	0	0	0
YTD Total	2745		537	181	350

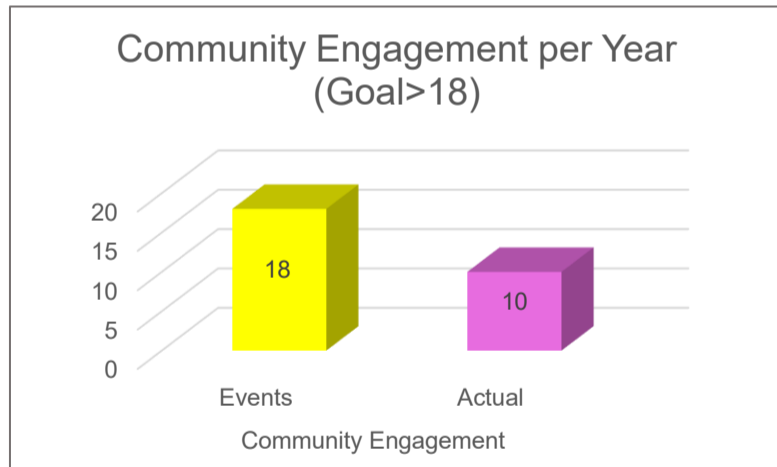
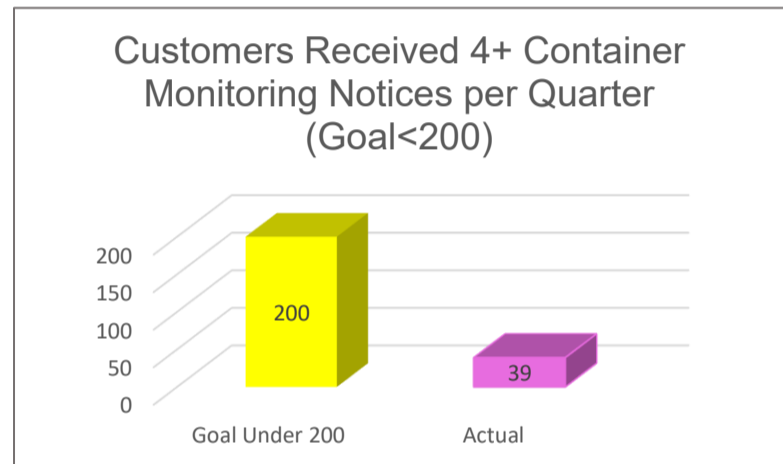
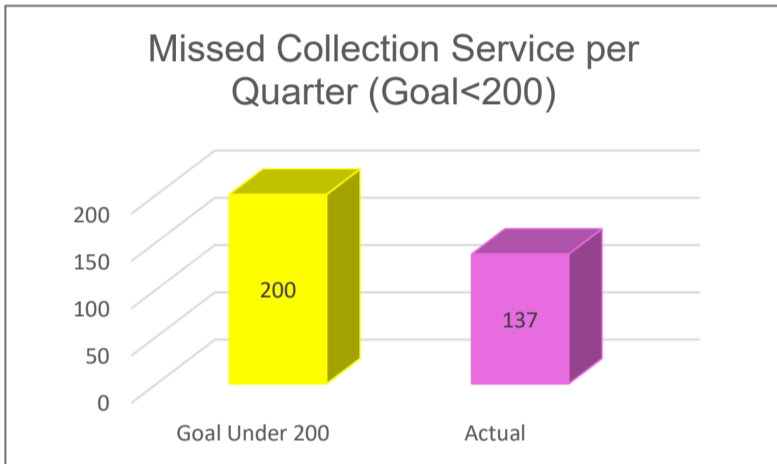
* Residential customers contacted by staff, includes residents that attended virtual Trash Talks, engagement at events (touch points), and those who attended community groups such as HOAs.
 ** Community Engagement includes Trash Talks, tabling events, and presenting to community groups.
 **Number of new customers that downloaded Recycle Coach.
 ***Container Monitoring monthly data is available within 30 days of the close of the reporting period. Bring to SWC: August, November, February, and May.
 ****Residential Missed Collection Service target in line with Excellence in Service awards criteria (10 or fewer MPUs for three consecutive months); 20 drivers x 10 MPUs = 200 MPUs. August, December, April are the months that drivers are awarded and not included in 3 month period. Review period: Jan-Mar, May-Jul, and Sep-Nov.



Oro Loma Sanitary District Solid Waste Key Performance Indicators (KPIs) FY 2025-2026



Note: Purple Bar shows Goal Progress for Last Three Months.



Total number of customers that received a notice this quarter 5,639 out of 62,000 (31,000 per month).

Oro Loma Sanitary District

REVENUES & EXPENSES WITH ENCUMBRANCES

Fund 85 - Solid Waste & Recycling {FYTD}

		Year to Date 03/31/2026	Encumb 03/31/2026	Budget	Variance	% of Budget
REVENUES						
85-0-3241	WM CONTRACT FEES: L1	\$1,522,908.44	\$0.00	\$1,386,180.00	\$136,728.44	109.86%
85-0-3242	WM CONTRACT FEES: L2	\$123,791.00	\$0.00	\$181,800.00	(\$58,009.00)	68.09%
85-0-3243	WM CONTRACT FEES: L3	\$898,095.93	\$0.00	\$704,620.00	\$193,475.93	127.46%
85-0-3247	MEASURE D: LANDFILL FEES	\$265,418.64	\$0.00	\$370,000.00	(\$104,581.36)	71.73%
85-0-3277	RECOVERY 10%-UNCOLL ACCTS WMAC	\$66,285.89	\$0.00	\$40,000.00	\$26,285.89	165.71%
85-0-3278	DISTRICT SB 1383 FEE	\$1,177,777.00	\$0.00	\$1,622,900.00	(\$445,123.00)	72.57%
85-0-3290	OTHER MISCELLANEOUS REVENUES	\$34,332.40	\$0.00	\$5,000.00	\$29,332.40	686.65%
85-0-3950	GRANT REVENUES	\$3,315.49	\$0.00	\$0.00	\$3,315.49	0.00%
TOTAL REVENUES		\$4,091,924.79	\$0.00	\$4,310,500.00	(\$218,575.21)	94.93%
EXPENSES						
85-7-4010	SALARIES	\$299,874.13	\$0.00	\$453,200.00	\$153,325.87	66.17%
85-7-4011	OVERTIME	\$2,794.70	\$0.00	\$1,000.00	(\$1,794.70)	279.47%
85-7-4015	DIRECTORS' FEES	\$4,584.50	\$0.00	\$9,100.00	\$4,515.50	50.38%
85-7-4090	OFFICE & MEETING EXPENSES	\$97.04	\$0.00	\$5,000.00	\$4,902.96	1.94%
85-7-4099	OVERHEAD	\$368,703.99	\$0.00	\$509,600.00	\$140,896.01	72.35%
85-7-4104	SAFETY SUPPLIES	\$0.00	\$0.00	\$500.00	\$500.00	0.00%
85-7-4110	CONTRACTUAL SERVICES	\$1,260.45	\$0.00	\$31,500.00	\$30,239.55	4.00%
85-7-4114	CONTRACTUAL SERV-WMAC	\$127,441.46	\$0.00	\$180,000.00	\$52,558.54	70.80%
85-7-4120	PROFESSIONAL SERVICES	\$40,372.62	\$19,126.27	\$82,000.00	\$22,501.11	72.56%
85-7-4130	MEMBERSHIPS & PUBLICATIONS	\$219.80	\$0.00	\$10,000.00	\$9,780.20	2.20%
85-7-4131	NEWSLETTER & PUBLIC OUTREACH	\$47,347.41	\$25,622.29	\$300,000.00	\$227,030.30	24.32%
85-7-4132	1383 PROGRAM AND SERVICES	\$142,156.20	\$0.00	\$270,000.00	\$127,843.80	52.65%
85-7-4150	REPAIRS & MAINTENANCE	\$0.00	\$0.00	\$500.00	\$500.00	0.00%
85-7-4180	RECOGNITION PROGRAM	\$9,500.00	\$0.00	\$25,000.00	\$15,500.00	38.00%
85-7-4190	UTILITIES	\$967.54	\$0.00	\$2,200.00	\$1,232.46	43.98%
85-7-4200	WMAC REIMBURSABLE EXPENSES	(\$250.00)	\$0.00	\$0.00	\$250.00	0.00%
85-7-4210	WRITE-OFF OF UNCOLL ACCTS	\$0.00	\$0.00	\$5,000.00	\$5,000.00	0.00%
85-7-4211	SAN LEANDRO MEASURE D EXPENSES	\$0.00	\$0.00	\$46,000.00	\$46,000.00	0.00%
85-7-4690	DEPRECIATION EXPENSE	\$322,905.51	\$0.00	\$430,600.00	\$107,694.49	74.99%
85-7-4900	CONTINGENCY RESERVE	\$0.00	\$0.00	\$40,000.00	\$40,000.00	0.00%
85-7-4950	GRANT EXPENSES	\$41,935.72	\$0.00	\$0.00	(\$41,935.72)	0.00%
TOTAL EXPENSES		\$1,409,911.07	\$44,748.56	\$2,401,200.00	\$946,540.37	60.58%
REVENUES OVER (UNDER) EXPENSES		\$2,682,013.72	\$44,748.56	\$1,909,300.00	\$727,965.16	138.13%

**Oro Loma Sanitary District
Container Monitoring Program Report
Residential Customers**

Residential Trash Overage

Year	Month	Customers	Pickups Per Month	# of Notices Per Month	% of Notices Per Month	Charge Notices	Overage Charges	No Charge Notices
2025	Jan	31,403	125,612	1,148	0.91%	90	\$1,097	1,058
2026	Jan	31,621	126,484	691	0.55%	91	\$1,056	600
2025	Feb	31,388	125,552	710	0.57%	56	\$653	654
2026	Feb	31,598	126,392	579	0.46%	8	\$102	571
2025	Mar	31,397	125,588	414	0.33%	53	\$653	361
2025	Apr	31,394	125,576	548	0.44%	81	\$999	467
2025	May	31,403	125,612	485	0.39%	78	\$962	407
2025	Jun	31,428	125,712	567	0.45%	100	\$1,233	467
2025	July	31,435	125,740	622	0.49%	119	\$1,517	503
2025	Aug	31,600	126,400	632	0.50%	144	\$1,741	488
2025	Sep	31,627	126,508	625	0.49%	220	\$2,735	405
2025	Oct	31,657	126,628	723	0.57%	174	\$2,188	549
2025	Nov	31,639	126,556	693	0.55%	147	\$1,806	546
2025	Dec	31,643	126,572	877	0.69%	171	\$2,137	706

YTD # of Notices

1,270

Previous YTD # of Notices 1,858 ▼ -32%

YTD Charge Notices

99

Previous YTD Charge Notices 146 ▼ -32%

YTD Total Charges

\$1,158

Previous YTD Charges \$1,750 ▼ -34%

YTD No Charge Notices

1,171

Previous YTD No Charge 1,712 ▼ -32%

Residential Recycle Contamination

Year	Month	Customers	Pickups Per Month	# of Notices Per Month	% of Notices Per Month	Charge Notices	Contamination Charges	No Charge Notices
2025	Jan	30,002	60,004	1,665	2.77%	132	\$3,391	1,533
2026	Jan	30,251	60,502	2,238	3.7%	399	\$10,577	1,839
2025	Feb	29,985	59,970	3,315	5.53%	140	\$3,597	3,175
2026	Feb	30,223	60,446	1,912	3.16%	444	\$11,770	1,468
2025	Mar	29,993	59,986	1,985	3.31%	316	\$8,118	1,669
2025	Apr	29,989	59,978	2,332	3.89%	550	\$14,130	1,782
2025	May	29,995	59,990	2,373	3.96%	626	\$16,082	1,747
2025	Jun	30,022	60,044	2,057	3.43%	610	\$15,671	1,447
2025	July	30,029	60,058	2,017	3.36%	649	\$16,673	1,368
2025	Aug	30,190	60,380	1,677	2.78%	612	\$15,844	1,065
2025	Sep	30,212	60,424	2,425	4.01%	1,163	\$30,831	1,262
2025	Oct	30,231	60,462	2,075	3.43%	678	\$17,947	1,397
2025	Nov	30,215	60,430	2,391	3.96%	29	\$769	2,362
2025	Dec	30,216	60,432	2,412	3.99%	218	\$5,700	2,194

YTD # of Notices

4,150

Previous YTD # of Notices 4,980 ▼ -17%

YTD Charge Notices

843

Previous YTD Charge Notices 272 ▲ 210%

YTD Total Charges

\$22,347

Previous YTD Charges \$7,000 ▲ 219%

YTD No Charge Notices

3,307

Previous YTD No Charge 4,708 ▼ -30%

Residential Organics Contamination

Year	Month	Customers	Pickups Per Month	# of Notices Per Month	% of Notices Per Month	Charge Notices	Contamination Charges	No Charge Notices
2025	Jan	31,239	124,956	542	0.43%	62	\$1,593	480
2026	Jan	31,647	126,588	687	0.54%	97	\$2,545	590
2025	Feb	31,225	124,900	750	0.6%	70	\$1,798	680
2026	Feb	31,623	126,492	604	0.48%	122	\$2,890	482
2025	Mar	31,240	124,960	442	0.35%	65	\$1,670	377
2025	Apr	31,237	124,948	575	0.46%	111	\$2,852	464
2025	May	31,242	124,968	552	0.44%	128	\$3,288	424
2025	Jun	31,270	125,080	491	0.39%	104	\$2,672	387
2025	July	31,460	125,840	475	0.38%	122	\$3,134	353
2025	Aug	31,622	126,488	442	0.35%	125	\$3,248	317
2025	Sep	31,649	126,596	707	0.56%	310	\$8,218	397
2025	Oct	31,681	126,724	727	0.57%	135	\$3,579	592
2025	Nov	31,661	126,644	700	0.55%	19	\$477	681
2025	Dec	31,665	126,660	702	0.55%	64	\$1,538	638

YTD # of Notices

1,291

Previous YTD # of Notices 1,292 ▼ -0%

YTD Charge Notices

219

Previous YTD Charge Notices 132 ▲ 66%

YTD Total Charges

\$5,435

Previous YTD Charges \$3,391 ▲ 60%

YTD No Charge Notices

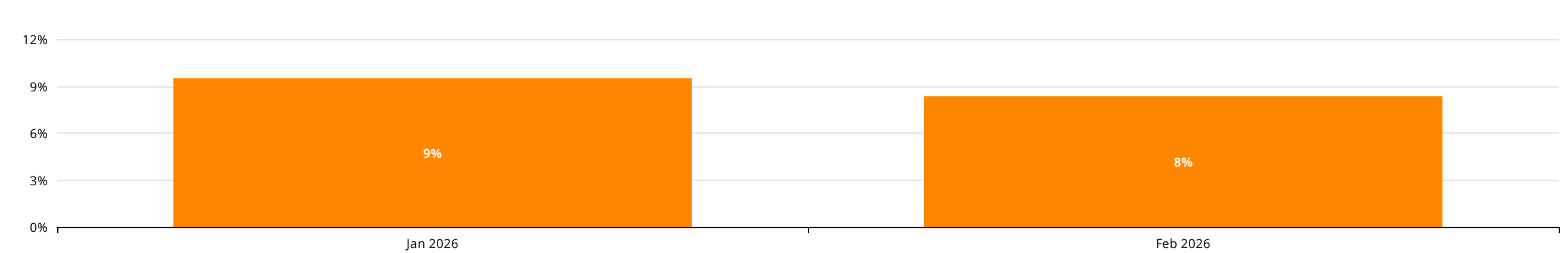
1,072

Previous YTD No Charge 1,160 ▼ -8%

Residential Customers by number of notices received

# of Notices	Jan 2026	Feb 2026
1	2,516	2,273
2	395	301
3	72	43
4	13	10
5	6	5
6	2	1
8		1
9+		1
Total	3,004	2,635

% of customers that received a notice



Residential Collection Service:

Courtesy notice period: September 1, 2023-January 15, 2024.

*Warnings & charges started January 16, 2024.

Trash and organics collection services are provided weekly. Each customer receives at least 4 collections per month.

Recycle collection service is provided bi-weekly. Each customer receives at least 2 recycle collections per month.

Overage Charge (only trash), effective 9/1/24: \$12.33 per trash cart, per collection

Contamination Charge (only recycle & organics), effective 9/1/24: \$25.69 per organics/recycle cart, per collection

*Reversals and/or credits not included.

Customer Notification Timeline

Processing: 24-48 hours from the time of service

Email Notification Sent: 24-48 hours after incident

Mail Notification Sent: 2-4 days after incident

Oro Loma Sanitary District
Container Monitoring Program Report
Commercial Customers

Commercial Trash **Overage**

Year	Month	Customers	Pickups Per Month	# of Notices Per Month	% of Notices Per Month	Charge Notices	Overage Charges	No Charge Notices
2025	Jan	1,333	5,332	336	6.30%	147	\$22,502	189
2026	Jan	1,316	5,264	235	4.46%	148	\$23,264	87
2025	Feb	1,332	5,328	234	4.39%	140	\$21,360	94
2026	Feb	1,322	5,288	193	3.65%	128	\$20,269	65
2025	Mar	1,327	5,308	224	4.22%	125	\$18,920	99
2025	Apr	1,326	5,304	270	5.09%	178	\$27,429	92
2025	May	1,323	5,292	241	4.55%	152	\$23,186	89
2025	Jun	1,321	5,284	231	4.37%	134	\$20,307	97
2025	July	1,321	5,284	211	3.99%	131	\$20,081	80
2025	Aug	1,322	5,288	231	4.37%	153	\$23,716	78
2025	Sep	1,319	5,276	210	3.98%	145	\$23,104	65
2025	Oct	1,320	5,280	211	4.00%	151	\$23,958	60
2025	Nov	1,317	5,268	211	4.01%	120	\$18,880	91
2025	Dec	1,312	5,248	272	5.18%	169	\$26,836	103

YTD # of Notices

428

Previous YTD # of Notices 570 ▼ -25%

YTD Charge Notices

276

Previous YTD Charge Notices 287 ▼ -4%

YTD Total Charges

\$43,533

Previous YTD Charges \$43,862 ▼ -1%

YTD No Charge Notices

152

Previous YTD No Charge 283 ▼ -46%

Commercial Recycle **Overage**

Year	Month	Customers	Pickups Per Month	# of Notices Per Month	% of Notices Per Month	Charge Notices	Overage Charges	No Charge Notices
2025	Jan	1,285	5,140	184	3.58%	81	\$12,547	103
2026	Jan	1,274	5,096	204	4.00%	117	\$18,696	87
2025	Feb	1,283	5,132	145	2.83%	82	\$12,461	63
2026	Feb	1,281	5,124	140	2.73%	95	\$15,208	45
2025	Mar	1,281	5,124	147	2.87%	90	\$13,891	57
2025	Apr	1,283	5,132	193	3.76%	122	\$18,749	71
2025	May	1,280	5,120	172	3.36%	108	\$16,797	64
2025	Jun	1,282	5,128	165	3.22%	105	\$16,538	60
2025	July	1,282	5,128	143	2.79%	87	\$13,458	56
2025	Aug	1,278	5,112	164	3.21%	92	\$14,439	72
2025	Sep	1,277	5,108	213	4.17%	127	\$20,120	86
2025	Oct	1,281	5,124	180	3.51%	105	\$16,424	75
2025	Nov	1,277	5,108	152	2.98%	101	\$16,048	51
2025	Dec	1,269	5,076	227	4.47%	120	\$19,173	107

YTD # of Notices

344

Previous YTD # of Notices 329 ▲ 5%

YTD Charge Notices

212

Previous YTD Charge Notices 163 ▲ 30%

YTD Total Charges

\$33,904

Previous YTD Charges \$71,819 ▼ -53%

YTD No Charge Notices

132

Previous YTD No Charge 166 ▼ -20%

Commercial Organics **Overage**

Year	Month	Customers	Pickups Per Month	# of Notices Per Month	% of Notices Per Month	Charge Notices	Overage Charges	No Charge Notices
2025	Jan	1,159	4,636	19	0.41%	5	\$812	14
2026	Jan	1,153	4,612	12	0.26%	4	\$668	8
2025	Feb	1,159	4,636	7	0.15%	0	\$0	7
2026	Feb	1,158	4,632	6	0.13%	2	\$334	4
2025	Mar	1,160	4,640	11	0.24%	2	\$329	9
2025	Apr	1,163	4,652	13	0.28%	9	\$1,211	4
2025	May	1,160	4,640	16	0.34%	8	\$1,254	8
2025	Jun	1,159	4,636	9	0.19%	5	\$833	4
2025	July	1,159	4,636	17	0.37%	2	\$329	15
2025	Aug	1,151	4,604	7	0.15%	1	\$159	6
2025	Sep	1,149	4,596	6	0.13%	5	\$843	1
2025	Oct	1,151	4,604	8	0.17%	2	\$220	6
2025	Nov	1,153	4,612	5	0.11%	4	\$538	1
2025	Dec	1,150	4,600	15	0.33%	5	\$811	10

YTD # of Notices

18

Previous YTD # of Notices 26 ▼ -31%

YTD Charge Notices

6

Previous YTD Charge Notices 5 ▲ 20%

YTD Total Charges

\$1,002

Previous YTD Charges \$5,268 ▼ -81%

YTD No Charge Notices

12

Previous YTD No Charge 21 ▼ -43%

Commercial Recycle **Contamination**

Year	Month	Customers	Pickups Per Month	# of Notices Per Month	% of Notices Per Month	Charge Notices	Contamination Charges	No Charge Notices
2025	Jan	1,285	5,140	467	9.09%	279	\$21,158	188
2026	Jan	1,274	5,096	587	11.52%	470	\$36,204	117
2025	Feb	1,283	5,132	551	10.74%	347	\$25,653	204
2026	Feb	1,281	5,124	461	9%	363	\$28,269	98
2025	Mar	1,281	5,124	470	9.17%	271	\$20,567	199
2025	Apr	1,283	5,132	1,025	19.97%	638	\$47,923	387
2025	May	1,280	5,120	1,010	19.73%	643	\$48,411	367
2025	Jun	1,282	5,128	981	19.13%	633	\$48,044	348
2025	July	1,282	5,128	417	8.13%	265	\$19,753	152
2025	Aug	1,278	5,112	584	11.42%	458	\$35,101	126
2025	Sep	1,277	5,108	645	12.63%	506	\$39,268	139
2025	Oct	1,281	5,124	456	8.9%	344	\$26,185	112
2025	Nov	1,277	5,108	466	9.12%	362	\$27,156	104
2025	Dec	1,269	5,076	574	11.31%	459	\$35,478	115

YTD # of Notices

1,048

Previous YTD # of Notices 1,018 ▲ 3%

YTD Charge Notices

833

Previous YTD Charge Notices 626 ▲ 33%

YTD Total Charges

\$64,473

Previous YTD Charges \$71,819 ▼ -10%

YTD No Charge Notices

215

Previous YTD No Charge 392 ▼ -45%

Commercial Organics **Contamination**

Year	Month	Customers	Pickups Per Month	# of Notices Per Month	% of Notices Per Month	Charge Notices	Contamination Charges	No Charge Notices
2025	Jan	1,159	4,636	73	1.57%	38	\$2,674	35
2026	Jan	1,153	4,612	86	1.86%	61	\$4,533	25
2025	Feb	1,159	4,636	49	1.06%	26	\$1,782	23
2026	Feb	1,158	4,632	82	1.77%	53	\$3,812	29
2025	Mar	1,160	4,640	37	0.8%	14	\$1,019	23
2025	Apr	1,163	4,652	65	1.4%	32	\$2,135	33
2025	May	1,160	4,640	103	2.22%	51	\$3,515	52
2025	Jun	1,159	4,636	86	1.86%	41	\$2,605	45
2025	July	1,159	4,636	73	1.57%	38	\$2,468	35
2025	Aug	1,151	4,604	71	1.54%	42	\$2,733	29
2025	Sep	1,149	4,596	67	1.46%	36	\$2,576	31
2025	Oct	1,151	4,604	54	1.17%	27	\$1,850	27
2025	Nov	1,153	4,612	103	2.23%	45	\$3,303	58
2025	Dec	1,150	4,600	93	2.02%	63	\$4,607	30

YTD # of Notices

168

Previous YTD # of Notices 122 ▲ 38%

YTD Charge Notices

114

Previous YTD Charge Notices 64 ▲ 78%

YTD Total Charges

\$8,345

Previous YTD Charges \$5,268 ▲ 58%

YTD No Charge Notices

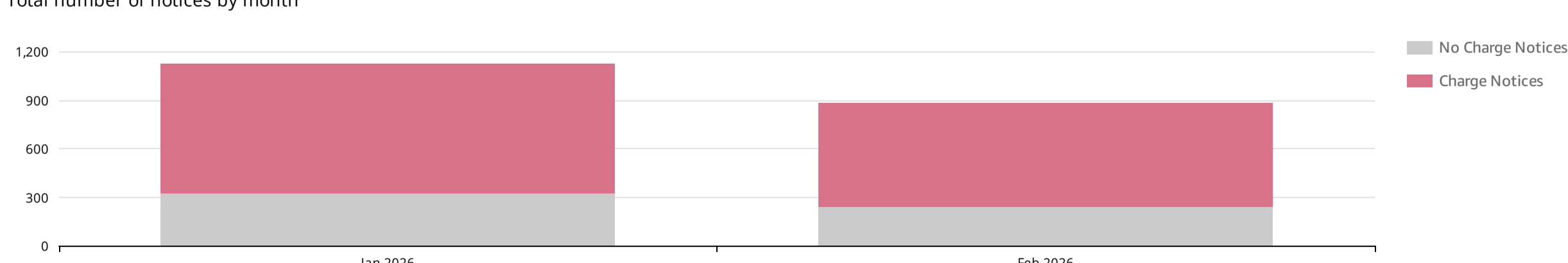
54

Previous YTD No Charge 58 ▼ -7%

Commercial Customers by number of notices received

# of Notices	Jan 2026	Feb 2026
1	171	156
2	61	59
3	32	42
4	23	21
5	12	13
6	10	10
7	7	4
8	6	1
9+	29	17
Total	351	323

Total number of notices by month



Commercial Collection Service:

Commercial collection service available 6 days per week.
Customer count per month: assume at least 1x week pickup=4x a month.
September 2023 overage charge after two warnings.
Contamination Courtesy Notice Period: September 1, 2023-January 15, 2024.
Contamination 2 warnings & charges started January 16, 2024.

Overage Charge (applies to all waste streams), effective 9/1/24:

Multi-family properties with bin service: \$154.11 per bin, per collection.
Businesses/Commercial: \$25.69 per cart, per collection; \$154.11 per bin, per incident.

Contamination Charge (only applies to recycle & organics waste streams), effective 9/1/24:

Multi-family properties with bin service: \$77.06 per bin, per collection.
Businesses/Commercial: \$25.69 per cart, per incident; \$77.06 per bin, per collection.
*Reversals and/or credits not included.

Customer Notification Timeline

Processing: 24-48 hours from the time of service
Email Notification Sent: 24-48 hours after incident
Mail Notification Sent: 2-4 days after incident

No.	Source	Account Name	Account Type	# of Tenant Kits	Service Change	Notes: Site Visit(Y/N), Interaction, Container assessment, Training/Waiver Type/Processing/
1	Other	STARBUCKS COFFEE NO 10348	CM			Visited and conducted container assessment on 3/5. Spoke with barista regarding the contamination notices (plastic bags). Manager was not on site, but I provided sorting guidelines, we inspected containers and will request bins swapped due to damaged lid.
2	Other	HOLIDAY GARDENS APARTMENTS LLC	MFD	50		Conducted site visit on 3/9/26, manager was not in. When I followed up via phone, PM was willing to work with me to address contamination notices for the site. She also had some operation concerns I will send to the Operations manager to address. We agreed on Signage and tenant kit delivery at the end of the week and a Training for the end of the month. When I delivered the tenant kits and signage on March 13 we had a great conversation about how she is proactive in letting tenants and new tenants know about sorting guidelines as well as Container monitoring charges. I let her know about the May property manager training hosted by Oro Loma and she is looking forward to participating.
3	Other	WSB PROPERTIES	MFD			Connected with PM regarding Contamination. I offered Training in Spanish/English as well as Outdoor signage and Tenant Kits. I will continue to work with the property to address the contamination notices.
4	Other	GODWIN PROPERTIES	MFD			Conducted a site visit March 11. I was unable to find the office on site. I did a Container assessment. I attempted to contact the customer on multiple occasions.
5	Other	RENEW ONE59	MFD			Contacted the Customer to discuss contamination notices from the January report. Attached GWG information.
6	Other	PAREKOY LUTONG PINOY	CM			Account was sent to me due to a report that they did not have a recycling bin on site. Attempted calling but did not go through. I completed a site visit and container assessment on 3/5. Customer does not have enclosure or access to secure location for bins so they are kept on the street. I ordered a Recycling container replacement. Customer was interested in indoor green containers and information was emailed with them as well as delivery dates for new containers.
7	Other	WOODCHASE OWNER LLC	MFD			Reached out to PM to follow up on some training dates for the month. Last month, we discussed having multiple training in Spanish and English in person/Zoom to reach more people in the 187 unit property. I visited the property on 3/30, but could not connect with the property manager.
8	Other	QUICK QUACK CAR WASH	CM			Conducted a site visit on March 11. I spoke with front staff briefly to let them know about the contamination notices. They advised I call in tomorrow to speak with the manager. I discussed brief workers GWG guidelines.
9	Other	WELCOME HOME MANAGEMENT LLC				I visited this property on March 17th. I conducted a container assessment and stopped by the office to speak to the PM regarding Contamination notices. Office was closed, but I left the folder and my business card as well. I followed up via email with the contact to address any concerns they may have as well as offer sorting resources.
10	Other	1560 FAIRMONT MANOR APARTMENTS LLC	MFD			Contacted this customer due to contamination notices. When I visit and did a container assessment on March 11th, the property manager was not in. This location has GWG flyers posted on the office windows for residents. I followed up via email to offer training and additional resources.
11	Other	ANCHETA PROPERTIES BALCOURT LLC	MFD			Stopped by the Property to Speak with PM on 3/16. Conducted container assessment for the Organics and Trash bins, the recycle was in the garage behind a gate. PM did not answer my call on the callbox. I followed up via email with PM. I have not heard back. I sent our internal team an email requesting the bar is replaced on one of the bins so it can lock properly.
12	Other	METRO PARK	MFD			I have worked with this property in the past couple of months. Property Manager called in to update the code on the gate and to request a Friday pick up for the 1 of the 4 MSW bins. Maintenance Staff will centralize the bins to have residents dispose of trash recycling and organics at one location (MFD has multiple bins). The maintenance team will also lock bins once they are full to avoid overage fees. They will keep the same amount of bins but have them picked up on 1 day Property still has signage from last visit and requested no additional resources at this time. I provided confirmation to the PM regarding their change of service.
13	Other	THE FOURTY FOUR WINKS APTS	MFD			I conducted a site assessment on 3/16. Property manager was not in. I will continue to attempt to connect with PM.
14	Top 20	KIMCO REALTY CORPORATION (FASHION FAIRE PLACE)	CM			This account was split into three based on number of buildings. All the containers have been delivered and labeled. I reached out to each business on the strip with sorting guidelines. I connected with the property management to let them know of their new accounts as well as location of the bins. I advised they connect with each property on site as well to advise of the new locations. I let them know adding lock service to the bins is imperative. Account manager let me know the facility monitors for illegal dumping and he will work on getting approval for lock services.
15	Top 20	PASEO HAYWARD LLC DBA PASEO	MFD			In September 2025, I gave a training at this property. Met with PM on 3/19 who is not interested in a training, but is looking forward to a fall training. No tenant kits were requested. She will continue to send email blasts to tenants.
16	Top 20	FOOD MAX	CM			Reached out to manager to offer additional signage for the bins or trash area. Provided a friendly reminder the plastic bags and flimsy plastic are not allowed in the recycling. Overall, the month of January they saw few contamination incidents.
17	Top 20	POLK ASSOCIATES LP (PALMA PLAZA)	CM			Conducted container assessment on Monday 3/16. Spoke to the managers for each of the businesses that are open at the shopping center. I emphasized this location has one of the highest number of container monitoring notices. Particularly, Ono Hawaiian and Starbucks were receptive of how I told the containers need to be locked at all times and they should have open communication with their property management agency. No trainings were accepted, but Sorting guidelines and requirements were provided in person and on paper.
18	Top 20	EDEN HOUSE APARTMENTS	MFD			On 3/19 I connected with the assistant property manager. In 2024 we had an evening training property is interested in having once again, but is hoping for a larger turnout. There is a lot of turnover lately. Property manager would like tenant kit, but will confirm with me. No bins were assessed during this visit.
19	Top 20	THE WILLOWS TOWNHOMES	MFD			I followed up with PM regarding the past February scheduled training that the PM canceled.
20	Top 20	MESA VERDE APARTMENTS ORO LOMA	MFD			Connected with PMs to ask if they would be interested in hosting a training for the tenants or outdoor signage. I let them know hosting zoom training would be optimal since this is a large property.
21	Top 20	SAN LEANDRO MOBILE HOMES & RV PARK LT	MFD			Followed up with the Property manager to ensure they have the resources they need for the tenants. Offered additional signage and stickers.
22	Top 20	730 LANAI GARDENS APARTMENTS LLC	MFD			I followed up PM to offer sorting guidelines, training services, and out door signage.
23	Top 20	SAN LEANDRO RACQUET CLUB	MFD			In the past, I have connected with the PM in person. My recent attempts have not been successful, but I will continue to pursue a response.
24	Other	CSC KIMCO GHMP SUITE #210	CM			Account manager reached out to request a bin repair. Bar was not closing properly. I requested the bin get repaired. I communicated scheduling details to the account Manager.

Outreach Summary

Customers: 40
Container Assessments: 20
Training: None
Tenant Kits: 50
Applied Waivers: 0
Approved Organics Waivers: 0
Approved Recycling Waivers: 0
Events: Bay Area Landlord Conference

25	Other	MERCADO CALIFORNIA	CM		Decreased from 2x per week to 1x per week - Recycling	Customer called in and requested the 6 yard recycle be picked up 1x per week. Sent email to request changes. I followed up to provide new service details. Customer followed up to verify what materials were accepted in the recycling
26	Other	CSC KIMCO GHMP STE#180	CM			Account manager requested locks. Customer is waiting on purchase approval to move forward with locks. Request was sent to team for processing and update sent to the customer on repair date.
27	February New Account	KAUR, RAMANDEEP	MFD			Reached out to owner to provide new start materials. What Goes Where flyer attached.
28	February New Account	BEOSON AUTO REPAIR	CM			Visited the property on 3/24 to provide new start information. Property was closed and bins behind a gate. Instead, I emailed the information to the customer.
29	February New Account	WEB TO DOOR	CM			Conducted a site visit on 3/11, delivered folder to staff. They let me know manager was not in and they had no questions. They asked if I can also follow up with the manager directly so I followed up via email.
30	February New Account	CARING HANDS HAYWARD	CM			Conducted a site visit on March 11. I connected with staff on site about additional resources. This is a new account administration was not on site so I let the present staff member know I will be following up to offer training and additional outdoor signage.
31	Other	THE FOURTY FOUR WINKS APTS	MFD			Visited the property on 3/16 and conducted a container assessment. PM was not in, but I left my information at the door. I followed up via phone. I will continue to pursue contact with the PM to address contamination notices.
32	Other	CHATEAU MANOR UNIT 100	MFD			Met with PM on 3/24. She provided details regarding sorting practices for the property. She says that notices are not passed on the tenants, but upon lease being signed, she informs them of sorting guidelines. She is not interested in signage, but requested PDF files. I sent PDFs, and she will send an email blast to let the tenants know.
33	Other	BAY AREA VETERINARY SPECIALIST	CM			Conducted a site assessment on 3/23. I spoke to front desk, staff about the plastic bags in the recycling. Staff let me know they would pass on the information to management. They have no questions about services or any concerns.
34	Other	SOVEREIGN SQUARE APARTMENTS	MFD			Conducted a site assessment on March 19th. Solid waste service are managed by Greenspace and the property has requested no additional resources at this time.
35	Other	1435 BAYFAIR MANOR APARTMENTS LLC	MFD			Visited property on March 19th. Swapped the bins onsite for new ones with fresh what goes where stickers. Followed up with manager to let her know when the bins would be swapped. I also asked if she is interested in tenant kits, enclosure signage, or a training.
36	Other	EATON DRILLING	CM			This account is 1 of 3 SB 1383 non compliant accounts. Customer has not responded to my attempts to connect over CKS or to add service.
37	Other	AMERICAN RECYCLING	CM			This account is 1 of 3 SB 1383 non compliant accounts. I reached out to them via email to communicate they are out of compliance and they have been flagged by the county. I have both visited and spoken with this account on several occasions, but the owner will not provide additional details to move forward with the waiver process or add the missing services.
38	Other	COUNTRY MALT	CM			This account is 1 of 3 SB 1383 non compliant accounts. I reached out to them via email to communicate they are out of compliance and they have been flagged by the county. Previously, this account had all services, but they have closed their account. I offered technical assistance with the waivers via phone or in person. I have yet to hear back from the customer
39	Other	TAQUERIA EL PRIMO 1 LLC	CM		Added 1 yard recycle and 1 -96 gallon cart Organics	Account was denied waiver, after some weeks of following up he agreed to add service, discussed sorting guidelines via phone and sent via email. Customer agreed to add lock service for recycle and will check in a few weeks about downsizing the trash bin. I delivered signage and lock on 3/24/26. I then submitted a proof of service on the StopWaste portal since their request for a waiver was denied. Submitting the proof of service allows Stopwaste to Track services and so the customer is not charged a fee for not adding services.
40	Other	ANGRY FISH	CM			Saw the bin was in need of a bar repair as I was driving through E14th. I requested the lid and bar are repaired. I followed up with them in person with signage. I spoke with the owner who was very grateful ordered the bin repair. He requested a wheel repair on the trash bin. While onsite we discussed we discussed some alternative to having his bin service on the street. I gave him details of what would be needed to service the container on the property. I connected with the operations manager to confirm this would be a possibility without any issue.

**MINUTES
PERSONNEL/SAFETY/PUBLIC INFORMATION COMMITTEE MEETING
ORO LOMA SANITARY DISTRICT**

FRIDAY, APRIL 17, 2026

9:30 AM

**BOARDROOM, 2655 GRANT
AVENUE, SAN LORENZO, CA 94580**

1. CALL TO ORDER

Chair Young called the meeting to order at 9:30 a.m.

2. ROLL CALL: CHAIR YOUNG AND DIRECTOR LEE

Chair Young and Director Lee were present, as were General Manager Dang and Administrative Services Manager Luna.

3. PUBLIC COMMENTS

There were no members of the public present, and therefore no comments.

4. REVIEW STATUS OF STRATEGIC GOALS

The Committee reviewed the status of the updated strategic goals related to Personnel, Safety, and Public Information and found them to be in good order. Administrative Services Manager Luna noted that the legend has not been updated since the last Board meeting, which is why most goals appear in green. Chair Young inquired whether the goal shown in red should instead be categorized as yellow. Administrative Services Manager Luna clarified that the goal was not met in 2025 and will remain in red until January 2027.

The Committee accepted the report.

4.1. [Personnel Committee Goals Report 4-16-26](#)

5. REVIEW KEY PERFORMANCE INDICATORS

The Committee reviewed the updated Key Performance Indicators (KPIs) related to Personnel, Safety, and Public Information and found them to be in good order. Director Lee thanked staff for including a footnote explaining the dip in safety training. Chair Young asked whether the non-mandatory training goal will be updated next fiscal year. Administrative Services Manager Luna clarified that these goals are updated on a calendar-year basis.

The Committee accepted the report.

5.1. [Personnel Committee KPIs 4-16-26](#)

6. COMMUNITY ENGAGEMENT & OUTREACH QUARTERLY UPDATE

Administrative Services Manager Luna provided the Committee with an update on outreach efforts, including email performance, social media engagement, website traffic, and public events. General Manager Dang inquired about the "Unique Click Rate (Avg.)," and Director Lee explained that it reflects recipients who opened the email and clicked on a link within it. Chair Young asked whether social media posts are created by staff, and

Administrative Services Manager Luna confirmed they are. Director Lee also asked whether Facebook and Instagram posts are geofenced; Administrative Services Manager Luna noted she would follow up with staff on that item.

The Committee discussed potential realtor and landlord groups to invite to the District's Property Managers Training scheduled for May. Administrative Services Manager Luna stated she would share the registration link with the Committee so members could distribute it to their contacts.

The Committee accepted the report.

6.1. [Community Engagement & Outreach Report, Q1 2026](#)

7. RECRUITMENT UPDATE

Administrative Services Manager Luna informed the Committee that recruitment for the Finance Manager position has attracted approximately 70 applicants, with interviews for the top four candidates scheduled for next week. Chair Young asked whether there are any upcoming recruitments. Administrative Services Manager Luna stated that recruitment will begin for a second Construction Inspector position, as outlined in the private sewer lateral program, which is budgeted to commence in the next fiscal year.

The Committee accepted the report.

8. STAFF AND DIRECTOR COMMENTS

Chair Young welcomed General Manager Dang back. General Manager Dang informed the Committee that, in addition to the 18 scheduled outreach events, the District has supported additional events requiring minimal staff involvement. He noted that last month's HDPE Roadshow attracted 30 or more attendees, including consultants and agencies, to learn about pipe bursting. He also shared that he emailed the Board that morning regarding the upcoming SF Climate event next week, which is being organized by consultants to provide information on nutrients and their impact on the Bay.

Chair Young also asked whether staff is promoting the District's efforts, such as awards received, through social media and newsletters. General Manager Dang confirmed that he has asked staff to do so.

The Committee thanked staff for a productive meeting.

9. ADJOURNMENT

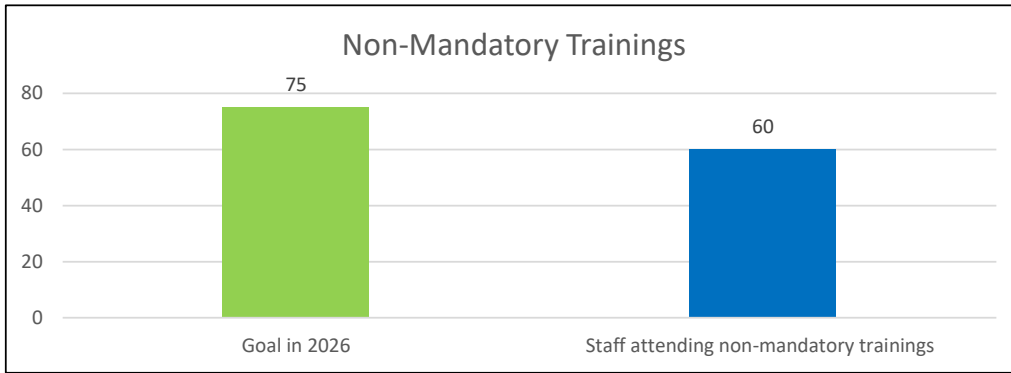
There being no further business to come before the Committee, Chair Young adjourned the meeting at 9:59 a.m.

PERSONNEL/SAFETY/PUBLIC INFORMATION STRATEGIC PLAN GOALS REPORT

10-Year Goal	Intermediate Two-Year Goal	Status of Goals for the Calendar Year
Zero lost time accidents. (2013)	Continue existing high-level of safety training (minimum 20 training sessions per year).	No lost-time injuries in 2026 to date.
Maintain High Performing Safety Culture (2013)	Maintain average time for correction of safety work orders at or under 30 days (excludes work orders where alternate, safe methods of work are available). Hold monthly Safety Committee meetings and distribute minutes to all staff. Perform written management safety audits a minimum of four times per year.	On track: Avg. time for correction of safety work orders - 2.5 days; Monthly Safety Committee meetings and minutes distributed in 2026 - 3 Management safety inspections in 2026 - 1
Survey Oro Loma Safety Culture every two years and maintain a minimum of 90% positive responses in the aggregate. (2015)	Perform Safety Culture survey in Fall of 2024 and present findings to the management team. Identify action plan for any areas in need of improvement.	The Safety Culture survey was completed in 2024. Next survey will be done in the Fall of 2026.
Maintain safety policies and procedures by auditing, updating, and training on policies at least every three years. (2013)	Review all safety procedures in 2025 and update as needed.	Safety policies were reviewed in 2025. The next cycle will be completed by December 2028.
As a District, we will provide financial support and encourage any employee with a plan and desire to improve knowledge, skills, and/or abilities. (2017)	Promote the availability of the educational reimbursement program to all staff two times per year	Program promotion occurs annually. In 2026, the promotion will take place at two town hall meetings. One took place in February 2026.
Conduct annual management development training (commit to a minimum of two training topics per year). (2017)	Coordinate annual management training and develop program for existing management team. Management team to identify potential training needs and agree on the highest priority items for group training.	Managers will discuss topics for training in January 2026. Two topics were chosen: Guide to Implementing Public Employee Discipline and Maximizing Performance Through Documentation, Evaluation, and Corrective Action.
Maintain policies and procedures within guidelines of "industry best". (2013)	Audit procedures annually. Perform update on any policy or procedure older than three years.	The Board will review policies on a monthly basis. Staff plans to present approximately three to four policies each month, with the goal of completing the full review process by January 2027.
Research and establish vision for Administration & Finance office of the future. (2021)	Modernize administrative practices – investigate options for paperless A/P, and remote work policy. Identify and implement practices to increase customer service via computer-based interfaces.	In 2026, the Finance team is evaluating its accounting software, and HR is optimizing its software to streamline hiring and onboarding. Continue promoting the RecycleCoach app to help customers learn how to sort their waste.
Update "10-Year Strategic Vision and Goals" document every three years. (2021)	Next update scheduled for April 2027.	Updated was completed in January 2024. Next update in April 2027.
Increase the call-to-action messaging for the public, with emphasis on its role in protecting the environment. (2021)	Implement the direction established in the Communications Plan – recycle right and 3Ps.	On track - three main campaigns: "Love Our Bay," "From Pan to Can," and "Flush the Myth, Not the ____."
Maintain a Communications Plan for District outreach efforts. Update the plan every five years. (2019).	Update existing plan in FY 2025/26. Review plan with Board at least every two years.	The Communications Plan was reviewed and approved in June of 2025. The next review is in 2027.
Measure customer satisfaction related to sewer, solid waste, and recycling activities every two years. Identify areas for improvement. (2013)	Administer customer satisfaction survey every two years (Summer 2024) and present results to the Board.	On track - Survey was administered in Nov/Dec. 2025. Results were presented to the Board in January 2026.

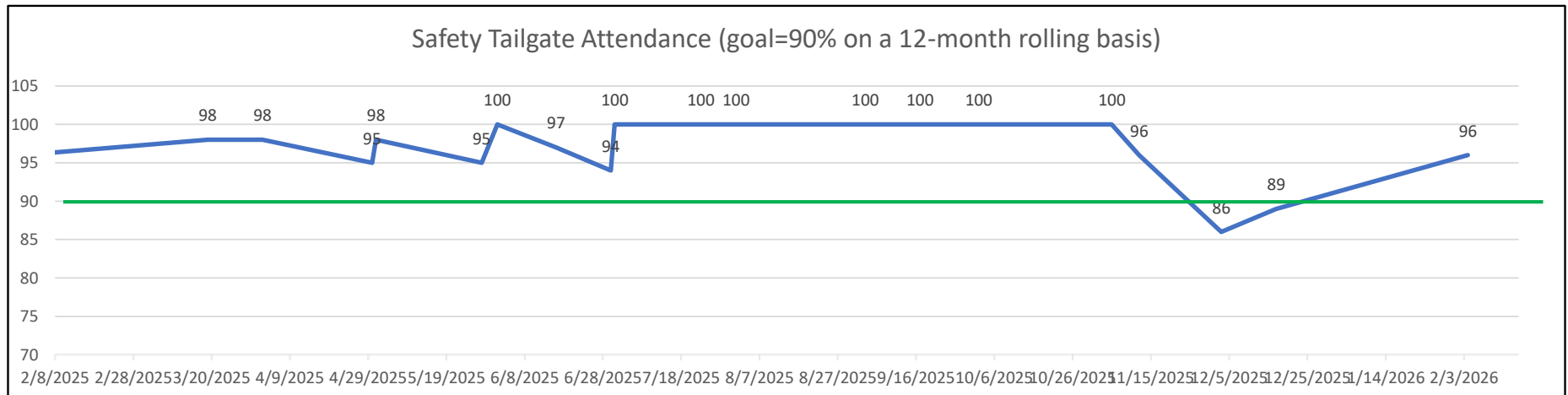
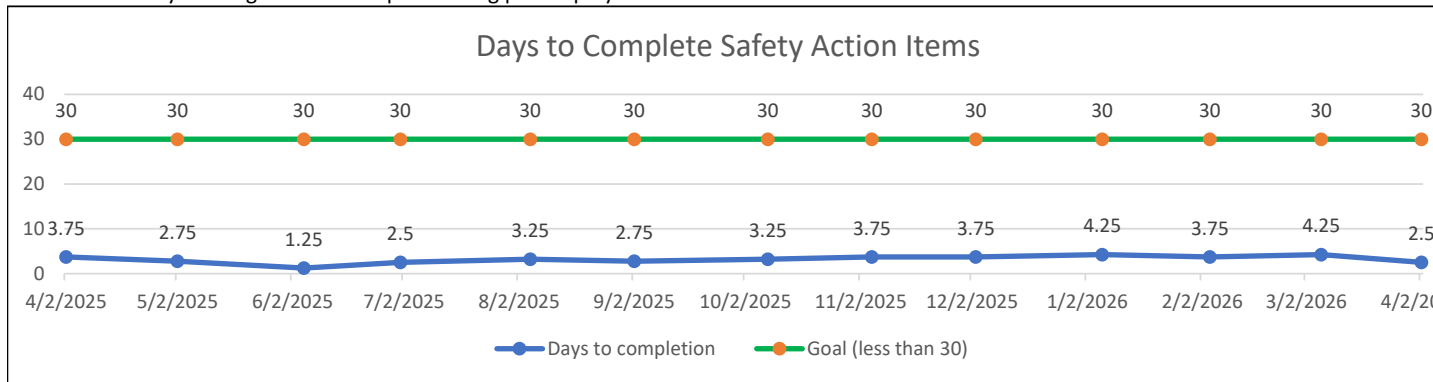
4/16/2026

Legend:
Meeting goal
At risk not to meet goal
Not meeting goal



Lost-Time Injuries in 2026
0

Non-mandatory trainings are tracked per training per employee



Dip in December due to holidays and time off.

4/16/2026

Communications Report

Monthly Email Performance

Delivered (Avg)

22,174

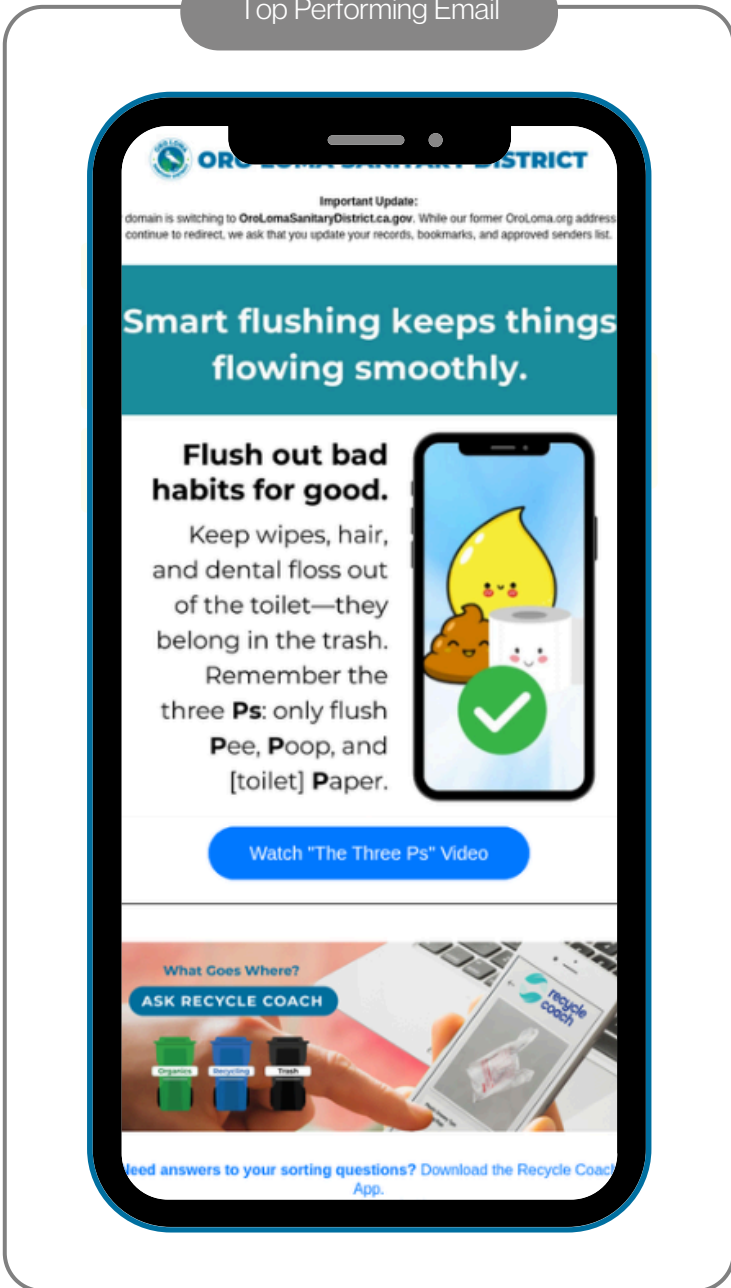
Unique Open Rate (Avg)

41.66%

Unique Click Rate (Avg)

0.50%

Top Performing Email



Top Performing Social Media Post












Communications Report










Platform Breakdown



Top Facebook Posts

Title	Views  	Reach  	Shares  
 <p>Oro Loma Sanitary District Begins Distr... Photo • Oro Loma Sanitary District</p>	15,100	4,724	107
 <p>Oro Loma Sanitary District Begins Distr... Photo • Oro Loma Sanitary District</p>	4,552	2,228	29
 <p>Happy New Year! As we celebrate new begi... Photo • Oro Loma Sanitary District</p>	3,849	2,033	15


Top Instagram Posts

Title	Views  	Reach  	Shares  
 <p>We are proud to welcome our new District ... Photo • orolomasd</p>	298	158	1
 <p>Happy New Year! As we celebrate new begi... Photo • orolomasd</p>	284	44	0
 <p>Ever wonder who makes sure your sewer s... Photo • orolomasd</p>	234	38	0

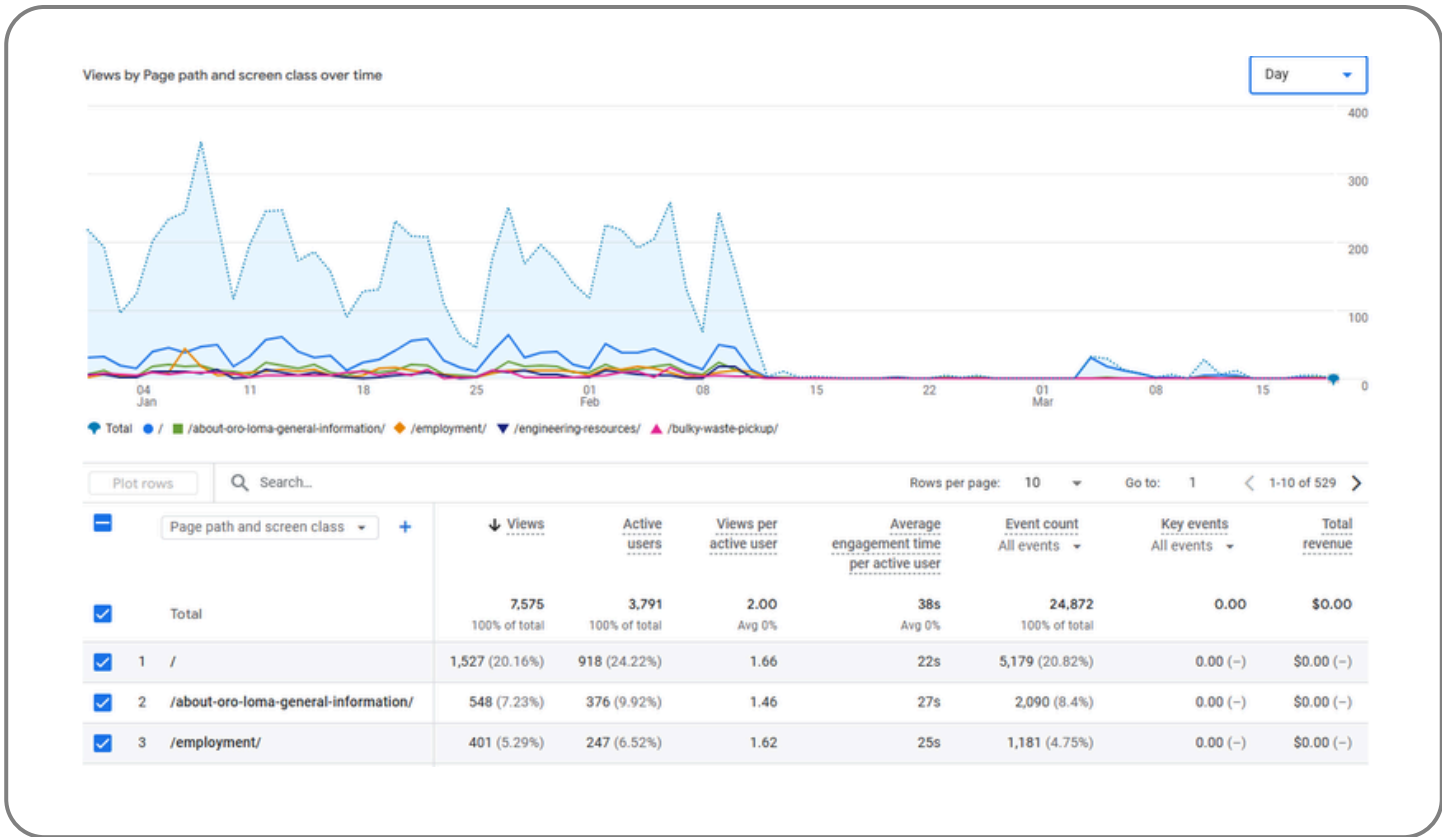
Communications Report

Website Traffic

 Total Visits
7,600

 Active Users
3,800

Website Metrics



Active users by First user source / medium		Sessions by Session source / medium	
FIRST USER SOURCE / MEDIUM	ACTIVE USERS	SESSION SOURCE / MEDIUM	SESSIONS
(direct) / (none)	2.1K	(direct) / (none)	2.3K
google / organic	1.1K	google / organic	1.9K
bing / organic	95	bing / organic	173
m.facebook.com / referral	90	m.facebook.com / referral	91
tiktok.com / referral	72	tiktok.com / referral	72
yahoo / organic	23	url.emailprotection.link / referral	69
facebook.com / referral	22	na.network-auth.com / referral	59

Communications Report

Community Outreach



2

community events



113

individuals reached

Event

Bay Area Landlord Conference

Scouting America: Sustainability Intro Workshop

Summary of Events

Having successfully completed two community events, the outreach team learned more about trying different kinds of events. While the **Bay Area Landlord Conference** did not attract many property managers from our district, it did yield good leads and potential partnerships. We think a future conference in the East Bay could attract more engagement, as many attendees seemed interested in our free training for property managers—though they were not Oro Loma customers. On the other hand, the **Scouting America** event was lively, enjoyable, and valuable, helping us welcome new faces and local families to our facility, where we could build new contacts and identify young ambassadors. It also generated great social media content and sparked numerous inquiries about the Poop Plant patch.

Event Snapshots



**MINUTES
CONSTRUCTION COMMITTEE MEETING
ORO LOMA SANITARY DISTRICT**

WEDNESDAY, APRIL 22, 2026

10:30 AM

**BOARDROOM, 2655 GRANT
AVENUE, SAN LORENZO, CA 94580**

1. CALL TO ORDER

Chair Simon called the meeting to order at 10:00 a.m.

2. ROLL CALL: CHAIR SIMON AND DIRECTOR DEAN

In attendance were Chair Simon and Director Dean, CVSan Directors Johnson and Sadoff. Also in attendance were OLSD General Manager Dang, CVSan General Manager Williams, District Engineer Abeyrathna, Associate Engineer Liu, Field Engineer Hernandez, Field Engineer Goh, Project Coordinator & Industrial Waste Administrator Calderon-Flores, and District Secretary Schofield. Members of the public present were David Stark and Avadh Radadiya.

3. GENERAL PUBLIC

There were no comments from the general public

4. CONSTRUCTION COMMITTEE MEETING MINUTES

The minutes from the previous committee meeting were reviewed.

The Committee accepted the report.

5. FUNDS 40 AND 45 ACCOUNTING SHEETS

Staff presented the current accounting sheets for funds 40 and 45, R&R and CIP, respectively.

The Committee accepted the report.

6. 10 YEAR R&R AND CIP PROJECTED COSTS

Staff presented the updated Ten-Year R&R and CIP projected costs.

CVSan General Manager Williams confirmed that projects shown in green font represent those exceeding \$1 million in budget.

The Committee accepted the report.

7. STRATEGIC GOALS TRACKING

Staff presented the status of the Construction Committee strategic goals.

Director Dean thanked staff for the updates to the goals document.

The Committee accepted the report.

8. **SUPPLEMENTAL CAPITAL EXPENDITURE AND DRAFT COST SHARING AGREEMENT BETWEEN CASTRO VALLEY SANITARY DISTRICT AND ORO LOMA SANITARY DISTRICT FOR THE DIGESTER REHABILITATION PROJECT**

Director Sadoff inquired about the cost of the master plan development and confirmed that the proposed 50/50 cost share applies solely to the master plan.

Director Johnson expressed opposition to the 50/50 cost sharing proposal, noting that it departs from the established 75/25 cost-sharing precedent and could set a precedent for renegotiating cost sharing percentages on future projects.

CVSan General Manager Williams asked whether anyone from Oro Loma Sanitary District thought the master plan development was unnecessary.

Chair Simon stated that while there is a need for a long-term strategic plan for the treatment plant, Oro Loma has historically operated efficiently using a 10-Year Capital Improvements Plan based approach. He acknowledged Castro Valley Sanitary District's desire for a more detailed plan and expressed willingness to work collaboratively, while noting that Oro Loma could continue operating without a traditional master plan.

Director Dean concurred with Director Simon and noted that this position reflected Oro Loma Board's general consensus.

Director Sadoff stated that he recalled prior discussion at the Construction Committee indicating that Oro Loma supported the need for a master plan.

Chair Simon clarified that previous discussions highlighted concerns that many master plans contain excessive or unnecessary information. He emphasized a preference for a more streamlined, "bare-bones" plan, potentially incorporating and refining existing technical memoranda, and noted that perspectives vary on the appropriate level of detail.

Williams stated that, given the master plan would benefit both Districts, he sought to understand the rationale for not following the traditional 75/25 cost-sharing split. He referenced prior large volume of technical memoranda that was difficult to interpret as a cohesive plan, which Castro Valley Sanitary District viewed as ineffective. He also noted that both agencies have previously reached agreement on projects despite having differing views, and cautioned against setting a precedent of questioning the necessity of a project initiated by either agency.

Johnson noted that Director Simon has previously characterized master plans as underutilized documents, but stated that given evolving industry conditions, a comprehensive master plan would be valuable for understanding both near-term (five-year) and long-term (20-year) needs and costs.

Director Sadoff added that while he does not support a plan filled with unnecessary information, he would support consolidating existing technical memoranda into a clear, accessible format.

Chair Simon agreed with this approach and suggested incorporating this concept, along with cost-sharing terms, into the agreement.

Williams concluded that the agreement is largely complete, with Section B on page 4 of 6 of the agreement requiring further clarification and refinement.

The Committee accepted the report.

9. PLANT PROJECTS

9.1. *PRIMARY CLARIFIERS REHABILITATION*

Staff reported on the status of the project, which includes cleaning, coating, installing cathodic protection elements, replacing floor grout, and performing mechanical repairs for the three primary clarifiers at the treatment plant. Construction mobilization began on March 30, 2026. The contractor is currently performing site mobilization, containment setup, and performing surface preparation activities. Overall project completion is anticipated in October 2026.

Director Sadoff inquired how only \$20,000 is budgeted for change orders on the project. Liu explained that the staff negotiated an additional \$40,000 credit from the contractor by allowing the contractor to complete work on all three clarifiers in a single dry season.

Director Johnson inquired about the blasting work and whether appropriate personal protective equipment (PPE) is being used, which Liu confirmed.

The Committee accepted the report.

9.2. *DIGESTER REHABILITATION PROJECT*

Staff reported on the status of the project, which includes demolition of existing digesters and associated piping, construction of a new sludge thickening facility with rotary drum thickeners, and installation of a new dual-membrane digester gas holder. On April 16, 2026, the District received five bids for the Phase 1 project. As shown in the table below, Myers & Sons Construction, LLC. is the apparent low bidder with a base bid of \$5,167,804. Additive Alternate A of \$207,000, and Additive Alternate B of \$1,501,196. The Engineer's Estimate is \$6.37 million, with Additive Alternate No. 1 of \$730,000 and Additive Alternate No. 2 of \$1,543,696. The total project budget for phase 1 is \$12.1 million. Staff is currently reviewing bid packages, completing reference checks, and evaluating bidder responsiveness.

BIDDER	BASE BID	Alternate A	Alternate B	Total
Engineer's Estimate	\$6,370,000	\$6,370,000	\$1,543,696	\$8,643,696
Myers & Sons Construction, LLC.	\$5,167,804	\$207,000	\$1,501,196	\$6,876,000
GSW Construction	\$5,333,381	\$208,000	\$1,609,696	\$7,151,077

GSE Construction	\$5,559,004	\$560,300	\$1,582,196	\$7,701,500
C. Overaa & Co.	\$6,058,000	\$439,000	\$1,723,000	\$8,220,000
W.M. Lyles Co.	\$6,564,550	\$425,000	\$1,718,696	\$8,708,246

The District received five proposals for construction management services for the project. Following evaluation of the proposals, HDR Inc. was identified as the highest-ranked firm. Staff negotiated scope and fees with HDR for a not to exceed amount of \$641,900.

Staff negotiated scope and fees with Carollo Engineers, the project designer, to provide engineering services during construction for a not to exceed amount of \$362,951. Scope of work include submittal review, responding to requests for information from the contractor, evaluating field conditions, and confirmation of compliance with the design intent and contract documents. As the project designer, Carollo Engineers is well qualified to provide these services due to their familiarity with the project.

Staff requested Committee concurrence to bring the project to the full Board for authorization to

1. Award the construction contract to the apparent low bidder upon completion of bid review and confirmation of responsiveness.
2. Execute a professional services agreement with HDR Inc. for a not to exceed amount of \$641,900.
3. Execute an amendment with Carollo Engineers for a not to exceed amount of \$362,951.

General Manager Dang noted that the District received a bid protest. Staff and legal counsel is currently evaluating the protest and might delay bringing the construction contract to the full Board for award.

CVSan General Manager Williams raised concerns regarding the risk of awarding the construction contract prior to executing a cost-sharing agreement. Dang clarified that the agreement is nearly finalized, with the exception of the Master Plan element. Expressing confidence in a pending resolution between the agencies, Dang recommended proceeding with the contract award.

Chair Simon stated that the bids were favorable and commended the engineering team for their work in helping to reduce costs for ratepayers.

The Committee accepted the report and directed staff to present the construction contract, professional services agreement, and the amendment to the full Board for authorization.

9.3. TREATMENT UNIT GRATING REPLACEMENT

Staff reported on the status of the project, which includes replacement of approximately 1,524 square feet of aged fiberglass grating at the treatment plant

with new aluminum grating. The work is being completed in two phases. Phase 1 was completed in May 2025. Phase 2 includes the remaining aeration basin grating, all grating at the chlorine contact station, and grating at the mixed liquor splitter box as a bid alternate. The project budget is \$320,000, and the Engineer's Estimate for base bid of phase 2 is \$251,000. Engineer's estimate for the bid alternate is \$120,000. The design phase is nearing completion. Staff requested Committee concurrence to bring the project to the full Board for approval to advertise the project.

The Committee accepted the report and directed staff to present the project to the full Board for authorization to solicit bids.

9.4. ENGINEERING BUILDING REMODEL

Staff reported on the status of the project, which includes construction of six offices, one storage room, and remodeling of the front lobby. The project was awarded to Commers Corp. for \$223,500.

Director Johnson inquired where staff are currently working. Hernandez stated that staff are operating out of temporary offices within the plant.

Director Sadoff asked about the estimated completion date. Hernandez stated the project is anticipated to be completed by July 11, 2026.

Chair Simon inquired about the condition of the windows and whether any replacement work was included. Liu stated that the windows are in good condition and, although replacement was considered, it was determined to be not necessary at this time.

The Committee accepted the report

9.5. TREE PLANTING PROJECT

Staff reported on the new project, which includes planting a minimum of 21 trees at the treatment plant to enhance site aesthetics and support environmental sustainability. Staff solicited proposals from several consultants and received a proposal from Gates Studio. Upon review, staff determined Gates Studio to be qualified for the work, noting their prior design of the landscape area outside the OMC training room and the new Castro Valley Sanitary District headquarters. Staff negotiated scope and fee, and the General Manager will execute an agreement with Gates Studio for a not-to-exceed amount of \$18,860.

Director Dean asked whether the design was complete. General Manager Dang confirmed that the design will be developed by the consultant.

Chair Simon inquired about the location of the trees, and staff stated that placement will be reviewed in coordination with the designer.

Director Dean asked about the potential for off-site tree planting. Dang noted that this would change the project scope but could be discussed for consideration following recommendation from the designer.

Chair Simon requested that trees not be planted in locations that would obstruct the view of the bay from the training room.

The Committee accepted the report

10. SEWER LINE REPLACEMENT (SLR) PROGRAM GOAL TRACKING

Staff provided a review of the amount of HDPE pipe installed as part of the strategic goal to install 40 miles within 10 years.

Chair Simon commended staff on the accomplishment and expressed his support for future Board direction to continue increasing the number of miles of pipe being replaced.

District Engineer Abeyrathna commended his team for their work in managing the projects.

The Committee accepted the report.

11. COLLECTIONS PROJECTS

11.1. SEWER LINE REPLACEMENT, PHASE 8

Staff reported on the status of the project, which provides for the replacement of 3.4 miles of vitrified clay pipe (VCP) with HDPE pipe. The construction is currently 85% complete.

The Committee accepted the report.

11.2. SEWER LINE REPLACEMENT PHASE 9

Staff reported on the status of the project, which provides for the replacement of 3.4 miles of vitrified clay pipe (VCP) with HDPE pipe. The project was awarded to ABP General Engineering for \$5,181,880. Notice to proceed was issued on 3/6/2026. Contractor expect to mobilize in May.

The Committee accepted the report.

11.3. SEWER LINE REPLACEMENT PHASE 10

Staff reported on the status of the project, which includes the replacement of approximately 2.9 miles of vitrified clay pipe (VCP) with HDPE pipe. The project was advertised in March 2026, and bid opening is scheduled for May 14, 2026. The Engineer's Estimate for the project is \$6,350,000.

Director Simon inquired whether coordination with Caltrans would be required. Goh explained that the project includes rerouting flow that was previously conveyed through a pipe located beneath the I-880 freeway; this existing pipe will be abandoned, and flow will be redirected through another pipe along Lansing Way.

General Manager Dang added that sewer line replacement projects routinely evaluate opportunities to reroute flow to minimize coordination with Caltrans and

improve operational efficiency.

The Directors commended staff for their work.

The Committee accepted the report.

12. EBMUD WELL DEMOLITION PROJECT

12.1. EBMUD WELL DEMOLITION PHASE 2

Staff reported on the status of the EBMUD Well Demolition Phase 2 project. Phase 2 will include the demolition of five EBMUD wells on district property. The project was awarded to Precision Well Service LLC for \$250,000 on March 27, 2026. Construction Contract was executed on April 15, 2026.

The Committee accepted the report

13. POINT OF SALE LATERAL INSPECTION PROGRAM

Member of the public, David Stark with the Bay East Association of REALTORS, provided comments regarding housing affordability, public health and safety, and the complexity of real estate transactions. He shared a number of questions and observations about the proposed ordinance, including:

- Exemption of mobile home parks and for properties with shared laterals
- Clarification on the number of laterals previously presented to the Board
- The proposed fee schedule related to inspections and permits
- The benefit of providing customers with the average cost and timeline for sewer lateral replacements

Mr. Stark also raised concerns regarding program funding, asking whether staffing for implementation would be fully sustained through fee revenue and whether contingency plans exist if real estate transactions were to decline.

He inquired about the number of valid lateral certificates issued to date, whether the District is tracking problem areas, and if sewer overflows are being monitored geographically.

Mr. Stark questioned why inspections are tied to property sales, noting that the average homeowner remains in a home for approximately 15 years, which could allow failing laterals to go undetected for long periods. He also asked whether a cost-benefit analysis had been conducted from the homeowner's perspective, particularly given affordability concerns in the Bay Area.

He referenced survey feedback from real estate professionals and stated there are significant concerns about the program, particularly related to cost. He recommended delaying adoption of the ordinance to allow for additional outreach, communication, and analysis.

Mr. Stark suggested alternative approaches, including partnering with real estate organizations to encourage voluntary inspections and rewarding homeowners for early action. He also referenced Castro Valley Sanitary District's incentive program and asked

whether a similar recognition or reward program could be considered. He concluded by reiterating the request to delay adoption of the ordinance until the outstanding questions are addressed.

Chair Simon thanked Mr. Stark for his comments and asked that he email his questions to the General Manager.

Staff presented Draft Ordinance No. 35-17 for the Point of Sale Lateral Inspection Program. General Manager Dang stated that the only outstanding item was establishing the fee for the certificate. He also noted that the originally presented estimate of annual home sales was higher than the updated figures provided by Mr. Stark. He reiterated that the District's top priority is reducing inflow and infiltration. Staff requested that the ordinance be brought to the full Board for additional input, discussion, and potential adoption, including direction on the certificate fee.

Chair Simon asked whether the estimate of 729 homes sold annually represented an average over time. Staff confirmed that this figure reflects a three-year average. Chair Simon requested additional historical data from prior years, which General Manager Dang confirmed he would work with Mr. Stark to obtain.

Director Dean expressed support for exploring an incentive program for customers and asked why that approach had not been pursued. General Manager Dang explained that there are differing perspectives on the appropriate timing for lateral replacement, and that tying the requirement to the sale of a home aligns with a point at which funding is more readily available.

Director Dean asked whether both approaches, point-of-sale requirements and an incentive program, could be considered together. She also requested information on Castro Valley Sanitary District's program.

Director Johnson stated that the agency has budgeted approximately \$50,000 to \$75,000 annually over the past 20 years to provide grants for lateral replacements. However, CVSan's point-of-sale program has resulted in a significantly higher number of replacements. The agency is currently reconsidering the grant program due to concerns that some homeowners may utilize the grants shortly before selling their homes.

Director Dean asked about the average cost of a lateral replacement in Castro Valley, and Director Johnson responded that it is approximately \$5,000 to \$6,000. Director Dean asked whether costs in Oro Loma are similar, and General Manager Dang indicated that while costs can vary, they are generally in a comparable range.

Director Dean noted that the cost does not appear to be excessive when considered in the context of proceeds from a home sale. She asked whether there was consensus to bring discussion of an incentive program to the full Board. Chair Simon expressed support, stating that it is important for homeowners to maintain their properties.

Chair Simon thanked staff for their work on the program and noted that additional discussions are needed, including coordination with East Bay Realtors.

Director Dean also inquired about the corresponding certificate fees of other agencies and whether there is a correlation between certificate fees and sewer service rates. She noted that since Oro Loma's sewer rates are among the lowest in Alameda County, there may be justification for a higher certificate fee.

The Committee accepted the report and directed staff to bring the ordinance to the full Board for discussion, input, and potential adoption.

14. STAFF/DIRECTOR COMMENTS

District Engineer Abeyrathna thanked his team for their excellent work and expressed appreciation to everyone in attendance.

General Manager Dang thanked everyone in attendance, the Directors for their support, and staff for their work.

Director Dean wished everyone a Happy Earth Day and thanked those in attendance.

Chair Simon thanked staff for their good work and expressed appreciation to Castro Valley Sanitary District for their partnership.

15. ADJOURNMENT

There being no further business to come before the Committee, Chair Simon adjourned the meeting at 11:50 a.m.

**MINUTES
OPERATIONS COMMITTEE MEETING
ORO LOMA SANITARY DISTRICT**

THURSDAY, APRIL 23, 2026

8:00 AM

**BOARDROOM, 2655 GRANT
AVENUE, SAN LORENZO, CA 94580**

1. CALL TO ORDER

Chair Dean called the meeting to order at 8:02 a.m.

2. ROLL CALL: CHAIR DEAN AND DIRECTOR SIMON

Chair Dean and Director Simon were present, as were, Operations Manager Carlini, Maintenance Manager McCauley, Collections Manager Brown, and Administrative Support Specialist Aldridge.

3. GENERAL PUBLIC

There were no members of the public present, and therefore no comments.

4. ENERGY BALANCE & DEMAND MANAGEMENT

Staff presented an update on the monthly energy balance and demand. Carlini reported that demand charges were lower than in February. Plant demand increased due to maintenance on the cogeneration units; however, the Tesla Megapack batteries helped offset costs during peak hours. By supplying stored energy between 4:00 p.m. and 9:00 p.m., the batteries reduced the need to draw power from the grid, keeping the cost per therm lower. Director Simon requested clarification on how Tesla batteries help reduce costs. Carlini explained that using stored battery energy during peak hours minimizes reliance on higher-cost grid electricity, resulting in lower charges. The batteries are then recharged during off-peak hours, typically between 9:00 p.m. and 4:00 p.m., when energy rates are lower.

Chair Dean asked staff whether other energy options have been explored, such as expanding solar capacity or utilizing newer wind turbine technologies designed to minimize impacts on birds. Director Simon also inquired about the percentage of cost savings achieved during peak hours through the use of the Tesla Megapack system. Staff responded that they will review the data and report back to the Committee at the next meeting.

The Committee accepted the report.

4.1. [Energy Balance and Demand Management March 2026](#)

4.2. [DGS Gas Purchases March 2026](#)

5. O&M FINANCES

Staff reviewed the monthly financial reports. McCauley noted that all departments are in line with the fiscal year budget and are expected to remain on track through the end of the fiscal year.

The Committee accepted the report.

5.1. [OMC Financial Statements March 2026](#)

6. DISTRICT OPERATIONS OVERVIEW

Staff briefed the Committee on ongoing projects and updates related to Operations, Maintenance, and Collections. Carlini reported that operational performance metrics remain within target for the District. McCauley noted that outstanding work orders continue to remain below the target threshold of 125. Brown added that the Collections Department remains on track with its high-frequency cleaning efforts.

The Committee accepted the report.

6.1. [District Operations Overview March 2026](#)

7. STAFF/DIRECTOR COMMENTS

Director Simon commended staff for their excellent work and asked that a future agenda item be considered to highlight the District's efforts to incorporate more environmentally sustainable ("green") projects. Staff agreed to bring this suggestion to the General Manager for input and to report back to the Committee.

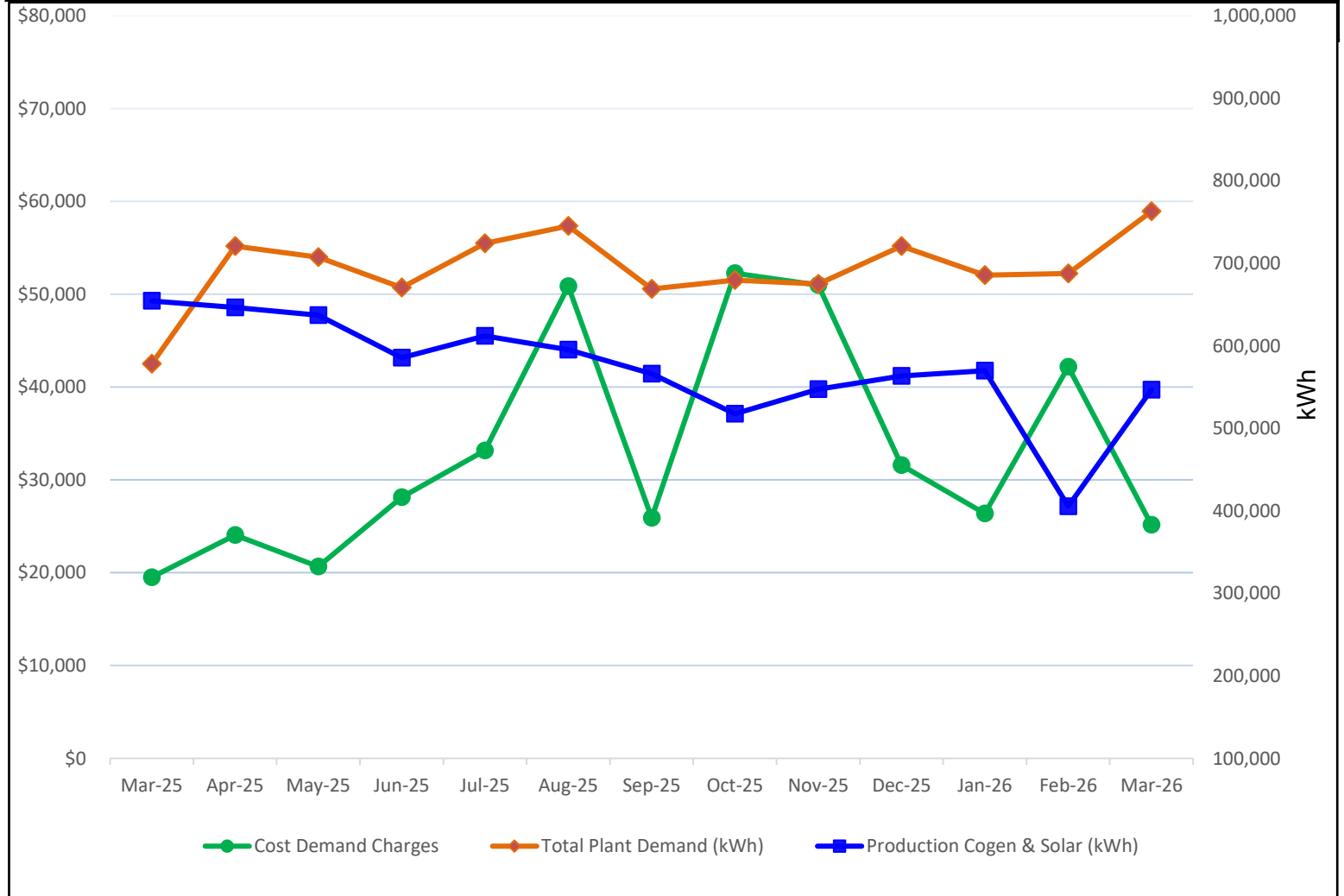
Chair Dean commended staff for their excellent work and thanked them for their continued dedication and consistent performance.

8. ADJOURNMENT

There being no further business to come before the Committee, Chair Dean adjourned the meeting at 8:23 a.m.

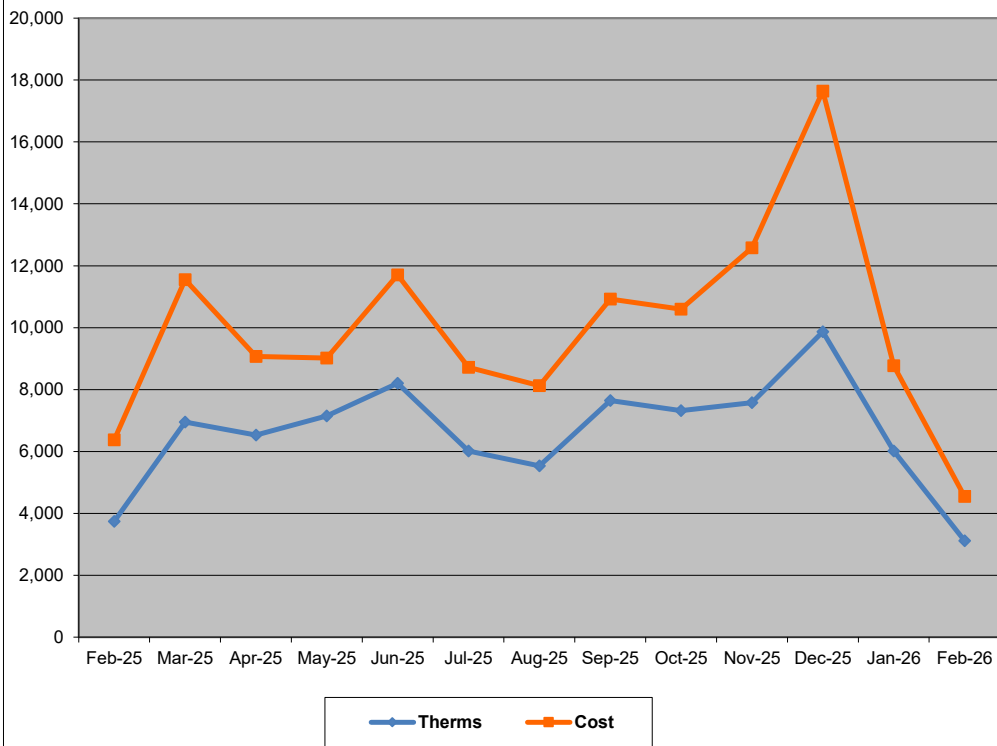
ENERGY BALANCE & DEMAND MANAGEMENT

Month	Cost Demand Charges	Total Plant Demand (kWh)	Production Cogen & Solar (kWh)
Nov-24	\$20,686	756,100	630,402
Dec-24	\$26,144	691,035	535,382
Jan-25	\$23,617	685,735	569,785
Feb-25	\$33,396	667,761	505,780
Mar-25	\$19,516	578,037	654,358
Apr-25	\$24,068	720,858	646,455
May-25	\$20,677	707,530	636,992
Jun-25	\$28,127	670,442	585,660
Jul-25	\$33,176	724,314	612,043
Aug-25	\$50,865	745,401	595,376
Sep-25	\$25,897	668,823	566,203
Oct-25	\$52,266	679,513	517,563
Nov-25	\$50,983	674,800	547,475
Dec-25	\$31,588	720,909	563,449
Jan-26	\$26,388	685,735	569,785
Feb-26	\$42,175	687,824	405,565
Mar-26	\$25,170	762,856	546,677



DGS Natural Gas Purchasing

Month	Therms	Cost	Cost/Therm
Feb-24	5,017	\$8,473	\$1.689
Mar-24	4,308	\$6,184	\$1.435
Apr-24	5,633	\$6,923	\$1.229
May-24	7,811	\$9,478	\$1.213
Jun-24	6,843	\$8,349	\$1.220
Jul-24	2,892	\$3,819	\$1.321
Sep-24	5,819	\$7,315	\$1.257
Oct-24	5,412	\$7,228	\$1.336
Nov-24	5,643	\$9,112	\$1.615
Dec-24	5,670	\$9,554	\$1.685
Jan-25	5,702	\$10,058	\$1.764
Feb-25	3,738	\$6,375	\$1.705
Mar-25	6,954	\$11,548	\$1.661
Apr-25	6,525	\$9,066	\$1.389
May-25	7,151	\$9,018	\$1.261
Jun-25	8,201	\$11,702	\$1.427
Jul-25	6,017	\$8,719	\$1.449
Aug-25	5,534	\$8,124	\$1.468
Sep-25	7,641	\$10,927	\$1.430
Oct-25	7,315	\$10,596	\$1.449
Nov-25	7,576	\$12,576	\$1.660
Dec-25	9,868	\$17,644	\$1.788
Jan-26	6,014	\$8,768	\$1.458
Feb-26	3,114	\$4,543	\$1.459
Mar-26			
Average	6,100	\$9,004	\$1.474
Max	9,868	\$17,644	\$1.788
Min	2,892	\$3,819	\$1.213



Oro Loma Sanitary District

REVENUES & EXPENSES WITH ENCUMBRANCES

Fund 15 - Operations & Maintenance

		Current Month 03/31/2026	Year to Date 03/31/2026	Encumb 03/31/2026	Budget	Variance	% of Budget
EXPENSES							
COLLECTIONS							
15-1-4010	SALARIES	\$81,016.57	\$744,340.37	\$0.00	\$1,173,700.00	\$429,359.63	63.42%
15-1-4011	OVERTIME	\$333.93	\$9,251.40	\$0.00	\$12,000.00	\$2,748.60	77.10%
15-1-4013	TRAFFIC EXPOSURE PAY	\$3,948.00	\$34,238.40	\$0.00	\$31,500.00	(\$2,738.40)	108.69%
15-1-4014	STANDBY	\$3,820.00	\$36,900.00	\$0.00	\$49,600.00	\$12,700.00	74.40%
15-1-4020	EMPLOYEE BENEFITS	\$24,227.31	\$209,501.25	\$0.00	\$834,600.00	\$625,098.75	25.10%
15-1-4021	PENSION EXPENSE - TIER 1	\$4,305.94	\$235,485.66	\$0.00	\$0.00	(\$235,485.66)	0.00%
15-1-4022	PENSION EXPENSE - TIER 2	\$1,197.75	\$12,440.06	\$0.00	\$0.00	(\$12,440.06)	0.00%
15-1-4023	PENSION EXPENSE - TIER 3	\$3,578.13	\$33,880.23	\$0.00	\$0.00	(\$33,880.23)	0.00%
15-1-4024	PENSION EXPENSE - T1 EPMC 8%	\$1,750.89	\$17,541.32	\$0.00	\$0.00	(\$17,541.32)	0.00%
15-1-4060	GAS & OIL	\$9,950.26	\$20,587.32	\$0.00	\$63,000.00	\$42,412.68	32.68%
15-1-4070	INSURANCE	\$205,376.64	\$373,459.42	\$0.00	\$402,100.00	\$28,640.58	92.88%
15-1-4090	OFFICE & MEETING EXPENSES	\$914.40	\$2,899.70	\$0.00	\$6,700.00	\$3,800.30	43.28%
15-1-4100	OPERATING SUPPLIES	\$6,960.89	\$31,562.57	\$0.00	\$52,000.00	\$20,437.43	60.70%
15-1-4104	SAFETY SUPPLIES	\$183.36	\$9,815.51	\$0.00	\$13,500.00	\$3,684.49	72.71%
15-1-4110	CONTRACTUAL SERVICES	\$17,975.23	\$54,492.59	\$0.00	\$71,700.00	\$17,207.41	76.00%
15-1-4120	PROFESSIONAL SERVICES	\$0.00	\$2,638.62	\$0.00	\$5,000.00	\$2,361.38	52.77%
15-1-4130	MEMBERSHIPS & PUBLICATIONS	\$2,429.51	\$3,533.84	\$0.00	\$4,000.00	\$466.16	88.35%
15-1-4155	REPAIR & MAINT-LIFT ST	\$3,587.74	\$53,112.90	\$0.00	\$77,200.00	\$24,087.10	68.80%
15-1-4160	RESEARCH & MONITORING	\$0.00	\$25,217.32	\$0.00	\$27,600.00	\$2,382.68	91.37%
15-1-4170	TRAVEL & TRAINING	\$799.02	\$9,024.68	\$0.00	\$20,000.00	\$10,975.32	45.12%
15-1-4180	RECOGNITION PROGRAM	\$169.45	\$1,468.53	\$0.00	\$4,000.00	\$2,531.47	36.71%
15-1-4190	UTILITIES	\$254.37	\$19,780.09	\$0.00	\$63,000.00	\$43,219.91	31.40%
15-1-4195	UTILITIES-LIFT ST	\$9,617.04	\$49,305.38	\$0.00	\$119,000.00	\$69,694.62	41.43%
TOTAL COLLECTIONS		\$382,396.43	\$1,990,477.16	\$0.00	\$3,030,200.00	\$1,039,722.84	65.69%

Oro Loma Sanitary District

REVENUES & EXPENSES WITH ENCUMBRANCES

Fund 15 - Operations & Maintenance

		Current Month 03/31/2026	Year to Date 03/31/2026	Encumb 03/31/2026	Budget	Variance	% of Budget
OPERATIONS							
15-2-4010	SALARIES	\$173,195.54	\$1,618,453.30	\$0.00	\$2,557,300.00	\$938,846.70	63.29%
15-2-4011	OVERTIME	\$9,987.19	\$63,507.73	\$0.00	\$75,000.00	\$11,492.27	84.68%
15-2-4013	SHIFT DIFFERENTIAL	\$5,115.80	\$49,851.70	\$0.00	\$70,000.00	\$20,148.30	71.22%
15-2-4014	STANDBY/EMERGENCY RESPONSE PAY	\$0.00	\$0.00	\$0.00	\$3,100.00	\$3,100.00	0.00%
15-2-4020	EMPLOYEE BENEFITS	\$43,157.96	\$388,661.69	\$0.00	\$1,543,500.00	\$1,154,838.31	25.18%
15-2-4021	PENSION EXPENSE - TIER 1	\$6,847.79	\$385,437.36	\$0.00	\$0.00	(\$385,437.36)	0.00%
15-2-4022	PENSION EXPENSE - TIER 2	\$2,746.99	\$29,474.07	\$0.00	\$0.00	(\$29,474.07)	0.00%
15-2-4023	PENSION EXPENSE - TIER 3	\$9,765.98	\$95,858.58	\$0.00	\$0.00	(\$95,858.58)	0.00%
15-2-4024	PENSION EXPENSE - T1 EPMC 8%	\$1,365.26	\$13,057.01	\$0.00	\$0.00	(\$13,057.01)	0.00%
15-2-4060	GAS & OIL	\$2,304.63	\$4,612.45	\$0.00	\$30,000.00	\$25,387.55	15.37%
15-2-4070	INSURANCE	\$43,411.33	\$345,305.24	\$0.00	\$437,000.00	\$91,694.76	79.02%
15-2-4090	OFFICE & MEETING EXPENSES	\$265.10	\$5,672.12	\$0.00	\$8,000.00	\$2,327.88	70.90%
15-2-4100	OPERATING SUPPLIES	\$19,826.35	\$54,396.33	\$6,355.30	\$100,000.00	\$39,248.37	60.75%
15-2-4101	CHEMICALS	\$62,812.52	\$1,345,798.59	\$928,498.96	\$2,246,400.00	(\$27,897.55)	101.24%
15-2-4104	SAFETY SUPPLIES	\$1,031.95	\$10,957.50	\$0.00	\$12,000.00	\$1,042.50	91.31%
15-2-4110	CONTRACTUAL SERVICES	\$3,142.05	\$140,466.08	\$0.00	\$300,000.00	\$159,533.92	46.82%
15-2-4111	CONTRACTUAL SERV-DEPT SUPPORT	\$3,360.00	\$122,808.00	\$0.00	\$70,000.00	(\$52,808.00)	175.44%
15-2-4120	PROFESSIONAL SERVICES	\$525.00	\$6,545.31	\$0.00	\$37,000.00	\$30,454.69	17.69%
15-2-4130	MEMBERSHIPS & PUBLICATIONS	\$3,220.86	\$4,548.53	\$0.00	\$12,500.00	\$7,951.47	36.39%
15-2-4140	RENTS & LEASES	\$0.00	\$0.00	\$0.00	\$30,000.00	\$30,000.00	0.00%
15-2-4150	REPAIRS & MAINTENANCE	\$229.44	\$785.44	\$0.00	\$5,000.00	\$4,214.56	15.71%
15-2-4160	RESEARCH & MONITORING	\$0.00	\$187,169.50	\$0.00	\$220,000.00	\$32,830.50	85.08%
15-2-4170	TRAVEL & TRAINING	\$473.51	\$15,593.60	\$0.00	\$22,000.00	\$6,406.40	70.88%
15-2-4180	RECOGNITION PROGRAM	\$720.91	\$2,174.54	\$0.00	\$7,000.00	\$4,825.46	31.06%
15-2-4190	UTILITIES	\$64,029.08	\$507,849.09	\$2,615.45	\$900,000.00	\$389,535.46	56.72%
15-2-4196	UTILITIES-SOLAR POWER	\$0.00	\$60,718.89	\$0.00	\$140,000.00	\$79,281.11	43.37%
TOTAL OPERATIONS		\$457,535.24	\$5,459,702.65	\$937,469.71	\$8,825,800.00	\$2,428,627.64	72.48%

Oro Loma Sanitary District

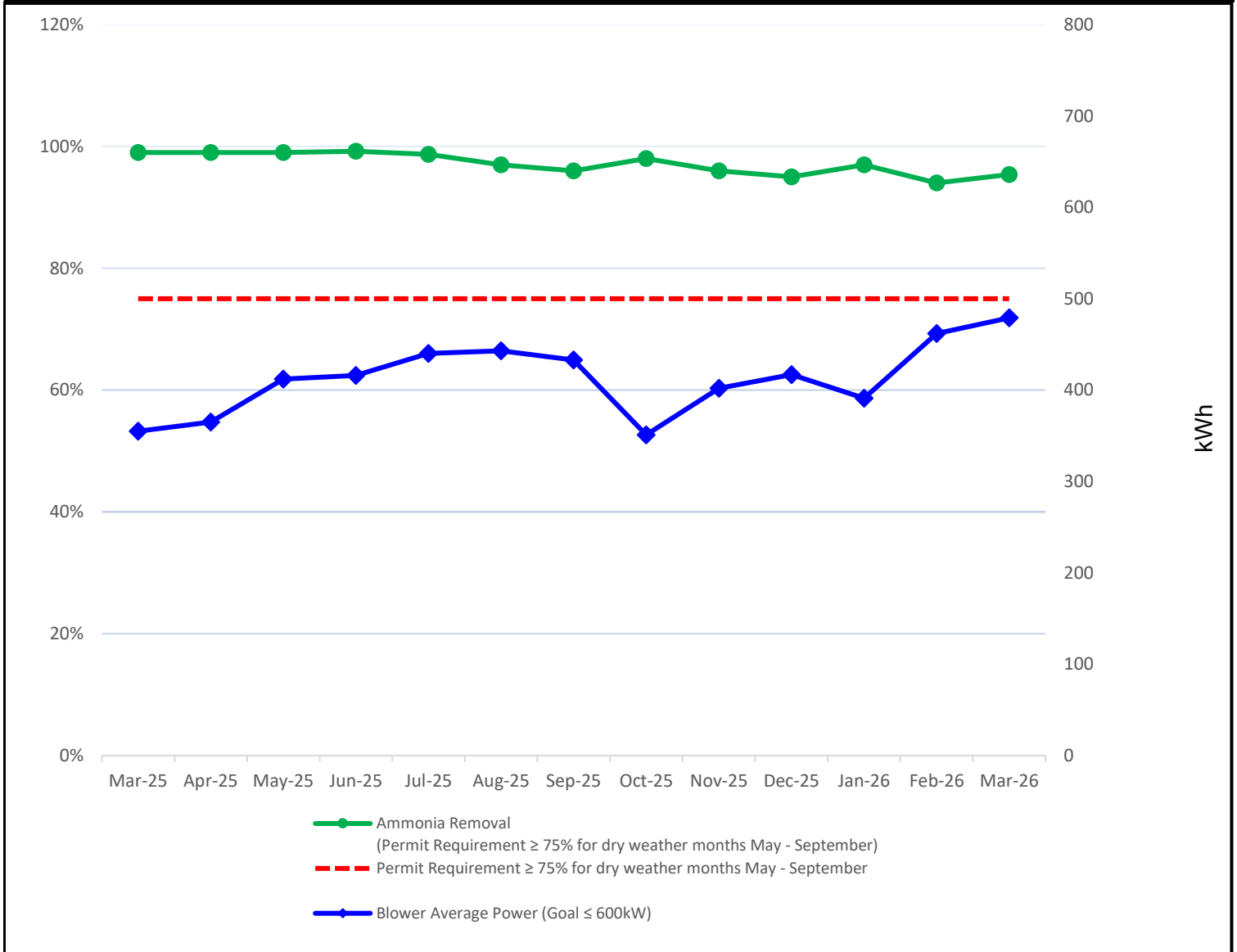
REVENUES & EXPENSES WITH ENCUMBRANCES

Fund 15 - Operations & Maintenance

		Current Month 03/31/2026	Year to Date 03/31/2026	Encumb 03/31/2026	Budget	Variance	% of Budget
MAINTENANCE							
15-3-4010	SALARIES	\$116,353.78	\$1,051,248.55	\$0.00	\$1,539,500.00	\$488,251.45	68.29%
15-3-4011	OVERTIME	\$0.00	\$1,212.60	\$0.00	\$11,100.00	\$9,887.40	10.92%
15-3-4013	TRAFFIC EXPOSURE PAY	\$8.40	\$115.50	\$0.00	\$500.00	\$384.50	23.10%
15-3-4014	EMERGENCY RESPONSE PAY	\$200.00	\$1,200.00	\$0.00	\$4,000.00	\$2,800.00	30.00%
15-3-4020	EMPLOYEE BENEFITS	\$34,644.53	\$307,586.54	\$0.00	\$916,000.00	\$608,413.46	33.58%
15-3-4021	PENSION EXPENSE - TIER 1	\$3,576.68	\$205,088.55	\$0.00	\$0.00	(\$205,088.55)	0.00%
15-3-4023	PENSION EXPENSE - TIER 3	\$7,946.19	\$80,063.09	\$0.00	\$0.00	(\$80,063.09)	0.00%
15-3-4024	PENSION EXPENSE - T1 EPMC 8%	\$712.86	\$6,782.44	\$0.00	\$0.00	(\$6,782.44)	0.00%
15-3-4060	GAS & OIL	\$1,356.07	\$12,131.67	\$0.00	\$26,700.00	\$14,568.33	45.44%
15-3-4070	INSURANCE	\$30,133.22	\$124,088.64	\$0.00	\$161,100.00	\$37,011.36	77.03%
15-3-4090	OFFICE & MEETING EXPENSES	\$422.21	\$4,434.52	\$0.00	\$6,000.00	\$1,565.48	73.91%
15-3-4100	OPERATING SUPPLIES	\$6,421.87	\$28,551.00	\$0.00	\$60,000.00	\$31,449.00	47.59%
15-3-4104	SAFETY SUPPLIES	\$1,035.06	\$6,732.59	\$0.00	\$15,000.00	\$8,267.41	44.88%
15-3-4110	CONTRACTUAL SERVICES	\$46,980.79	\$331,916.14	\$2,110.00	\$395,000.00	\$60,973.86	84.56%
15-3-4111	CONTRACTUAL SERV-DEPT SUPPORT	\$0.00	\$523.53	\$0.00	\$15,000.00	\$14,476.47	3.49%
15-3-4120	PROFESSIONAL SERVICES	\$0.00	\$3,769.47	\$0.00	\$8,100.00	\$4,330.53	46.54%
15-3-4130	MEMBERSHIPS & PUBLICATIONS	\$2,949.15	\$7,885.29	\$0.00	\$11,300.00	\$3,414.71	69.78%
15-3-4140	RENTS & LEASES	(\$1,175.00)	\$5,964.93	\$0.00	\$20,000.00	\$14,035.07	29.82%
15-3-4150	REPAIRS & MAINTENANCE	\$23,124.17	\$339,441.55	\$15,911.62	\$380,000.00	\$24,646.83	93.51%
15-3-4151	REPAIRS & MAINTENANCE-WAUKESHAS	\$16,144.32	\$141,329.02	\$0.00	\$175,000.00	\$33,670.98	80.76%
15-3-4170	TRAVEL & TRAINING	\$41.30	\$5,235.34	\$0.00	\$28,000.00	\$22,764.66	18.70%
15-3-4180	RECOGNITION PROGRAM	\$427.36	\$1,807.43	\$0.00	\$4,000.00	\$2,192.57	45.19%
15-3-4190	UTILITIES	\$308.59	\$8,320.08	\$0.00	\$55,200.00	\$46,879.92	15.07%
TOTAL MAINTENANCE		\$291,611.55	\$2,675,428.47	\$18,021.62	\$3,831,500.00	\$1,138,049.91	70.30%

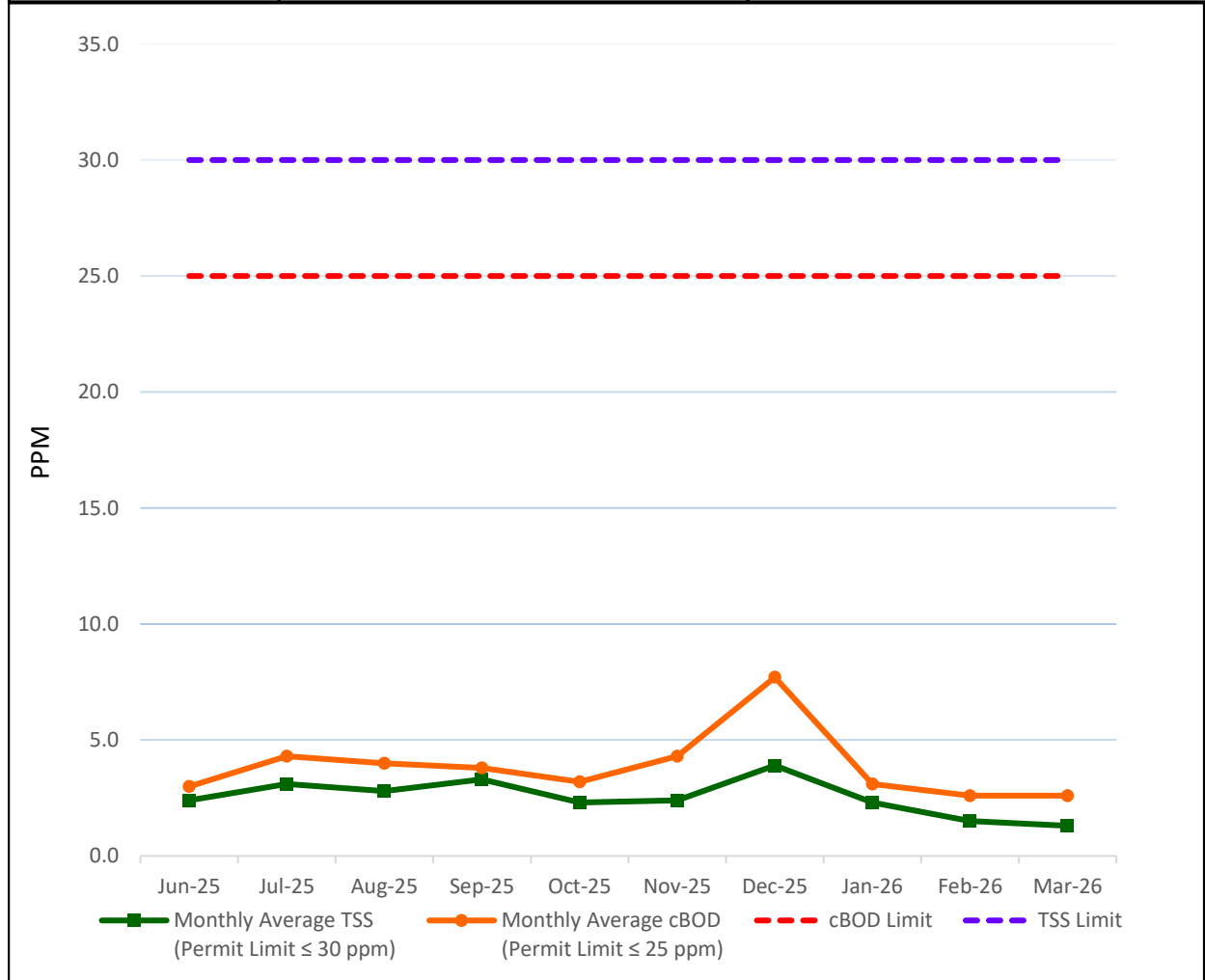
OPERATIONS DEPARTMENT

Month	Ammonia Removal (Permit Requirement \geq 75% for dry weather months May - September)	Blower Average Power (Goal \leq 600kW)	Compliance Days OLSD (Nearshore Outfall)	Compliance Days EBDA (OLEPS)
Mar-25	99.0%	355	835	6,921
Apr-25	99.0%	365	865	6,951
May-25	99.0%	412	896	6,982
Jun-25	99.2%	416	926	7,012
Jul-25	98.7%	440	957	7,043
Aug-25	97.0%	443	989	7,074
Sep-25	96.0%	433	1019	7,104
Oct-25	98.0%	351	1,050	7,135
Nov-25	96.0%	402	1,081	7,165
Dec-25	95.0%	417	1,112	7,196
Jan-26	97.0%	391	1,143	7,227
Feb-26	94.0%	462	1,171	7,255
Mar-26	95.4%	479	1,202	7,286

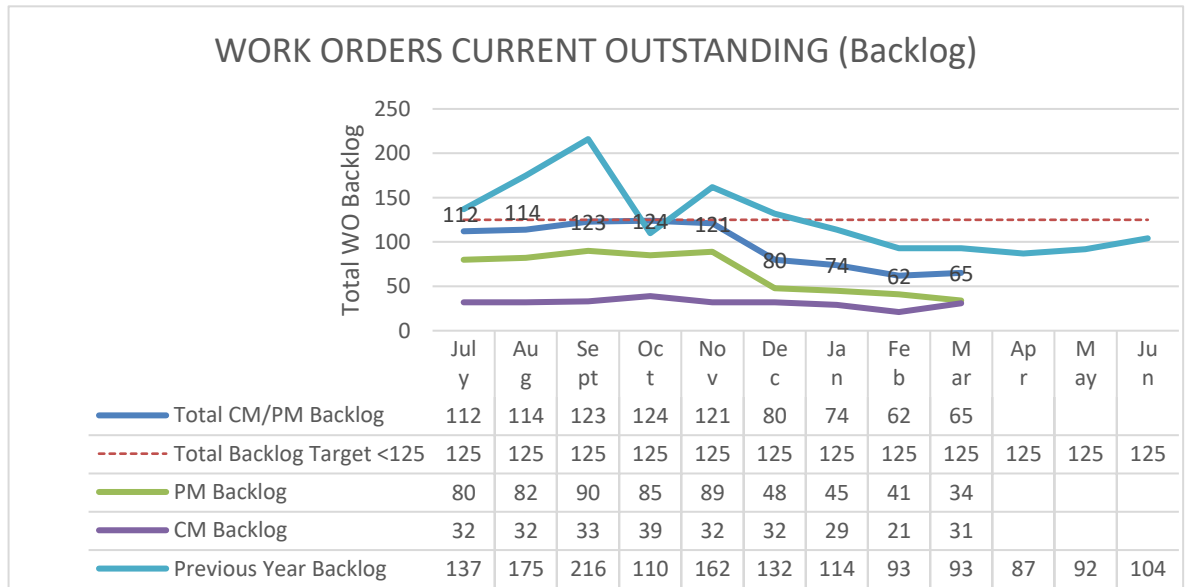
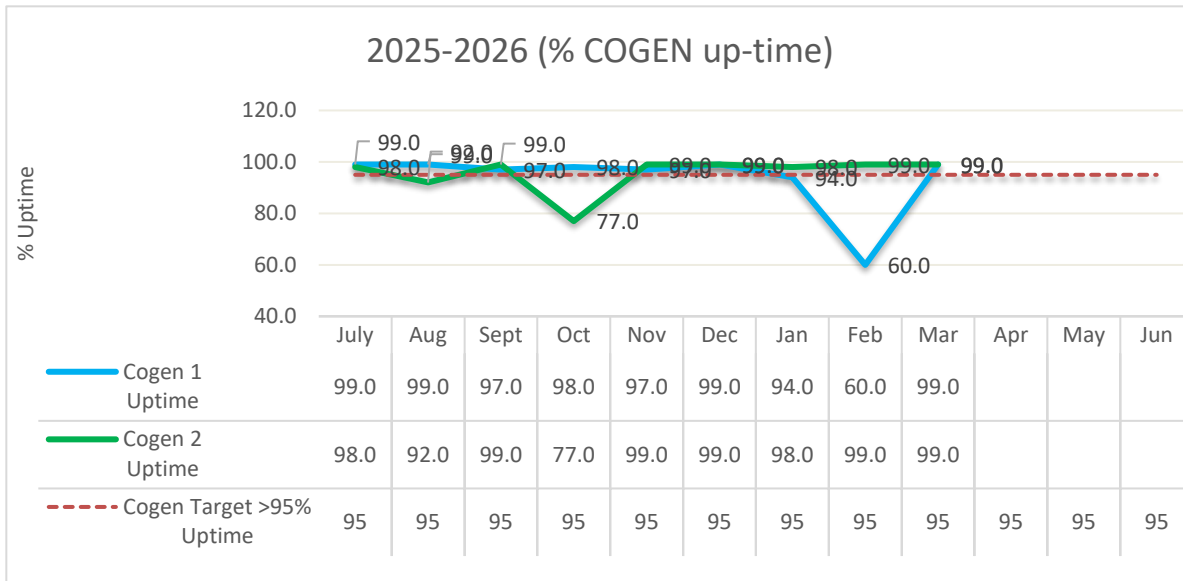
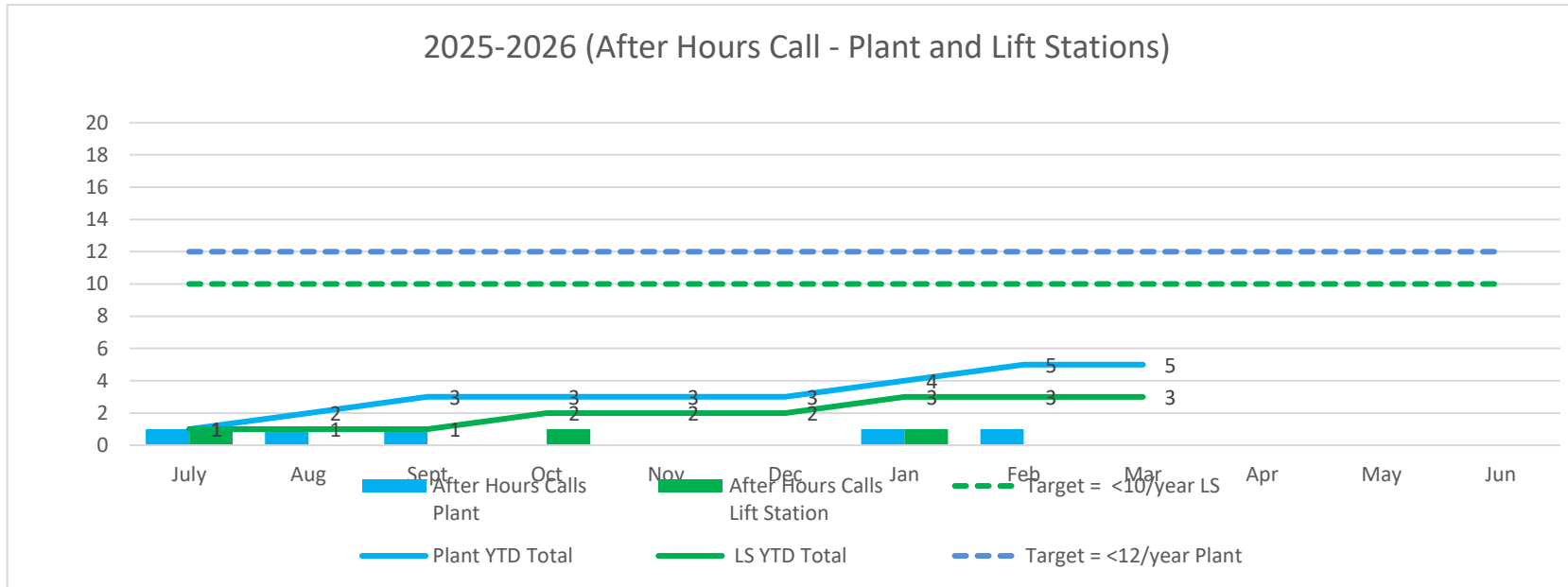


OPERATIONS DEPARTMENT

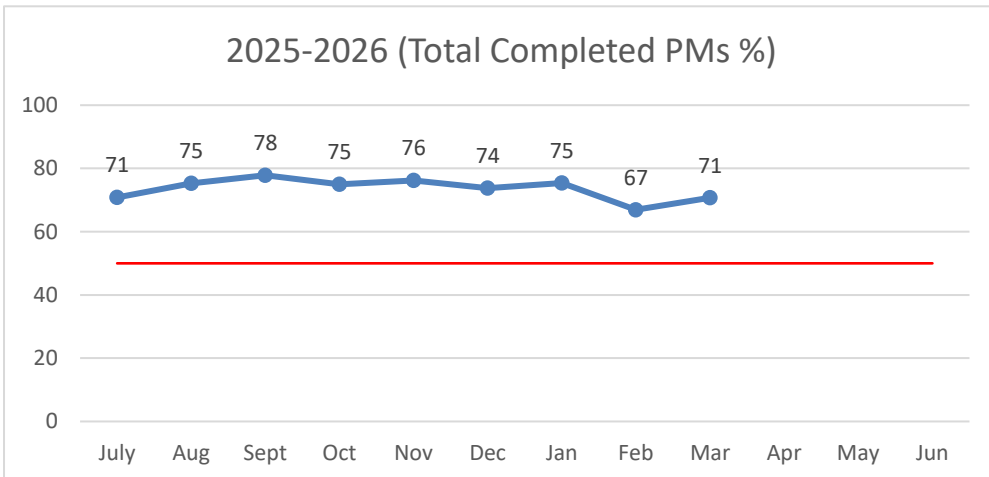
Month	Monthly Average TSS (Permit Limit ≤ 30 ppm)	Monthly Average cBOD (Permit Limit ≤ 25 ppm)
Nov-24	1.4	4.5
Dec-24	2.0	4.3
Jan-25	1.2	2.7
Feb-25	1.8	4.3
Mar-25	2.6	5.9
Apr-25	1.8	3.6
May-25	2.6	3.4
Jun-25	2.4	3.0
Jul-25	3.1	4.3
Aug-25	2.8	4.0
Sep-25	3.3	3.8
Oct-25	2.3	3.2
Nov-25	2.4	4.3
Dec-25	3.9	7.7
Jan-26	2.3	3.1
Feb-26	1.5	2.6
Mar-26	1.3	2.6



MAINTENANCE DEPARTMENT



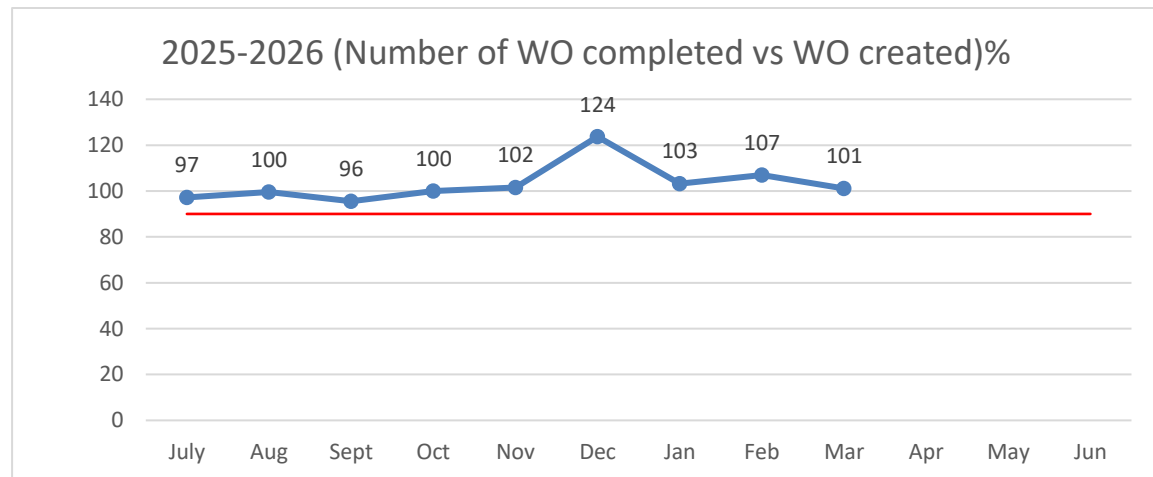
MAINTENANCE DEPARTMENT



2025-2026 (Total Completed PMs)%

This measures the total PMs completed of all work orders completed including (CM and PM) current and fiscal.

A good performance indicator would be completing between 50% -70% of all work orders.

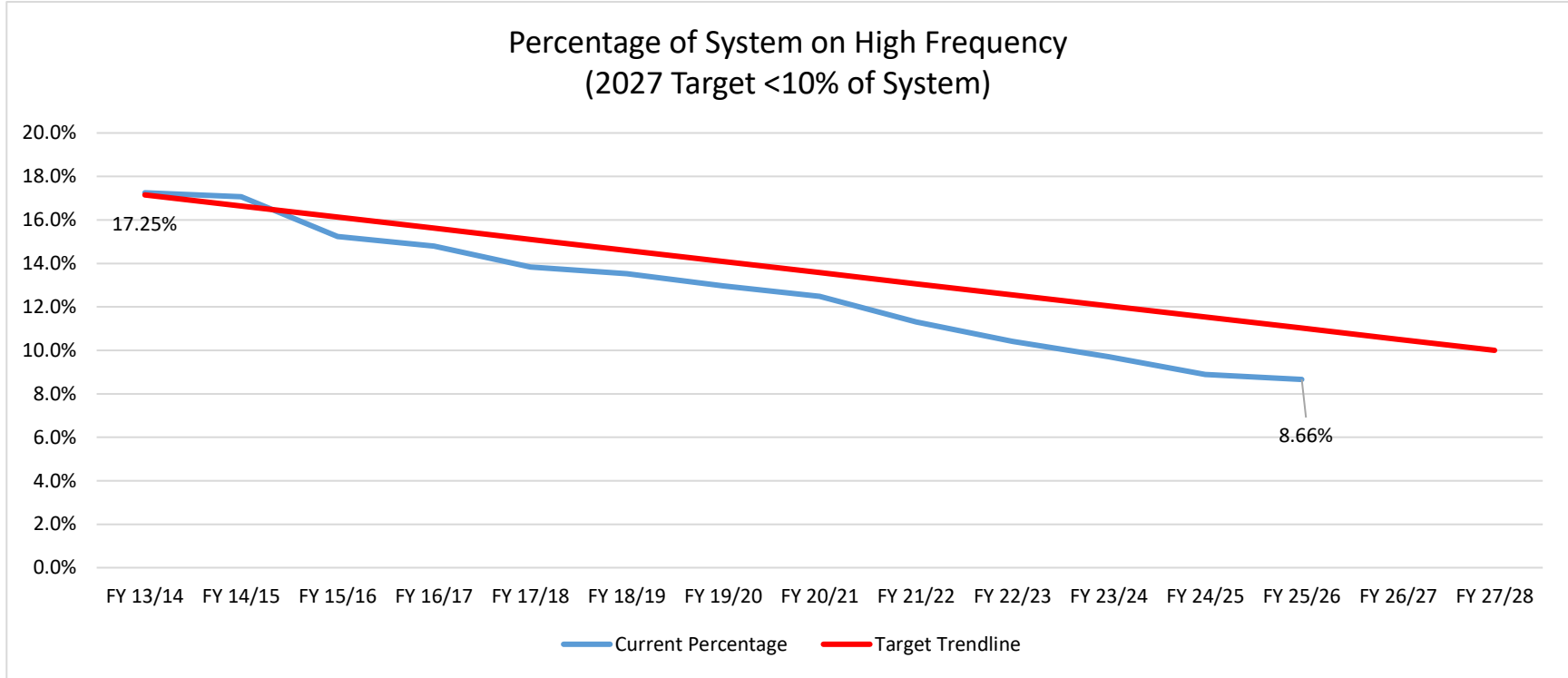


2025-2026 (Number of WO completed vs WO created)

This measures how many work orders were created (both PM & CM) and completed during the month.

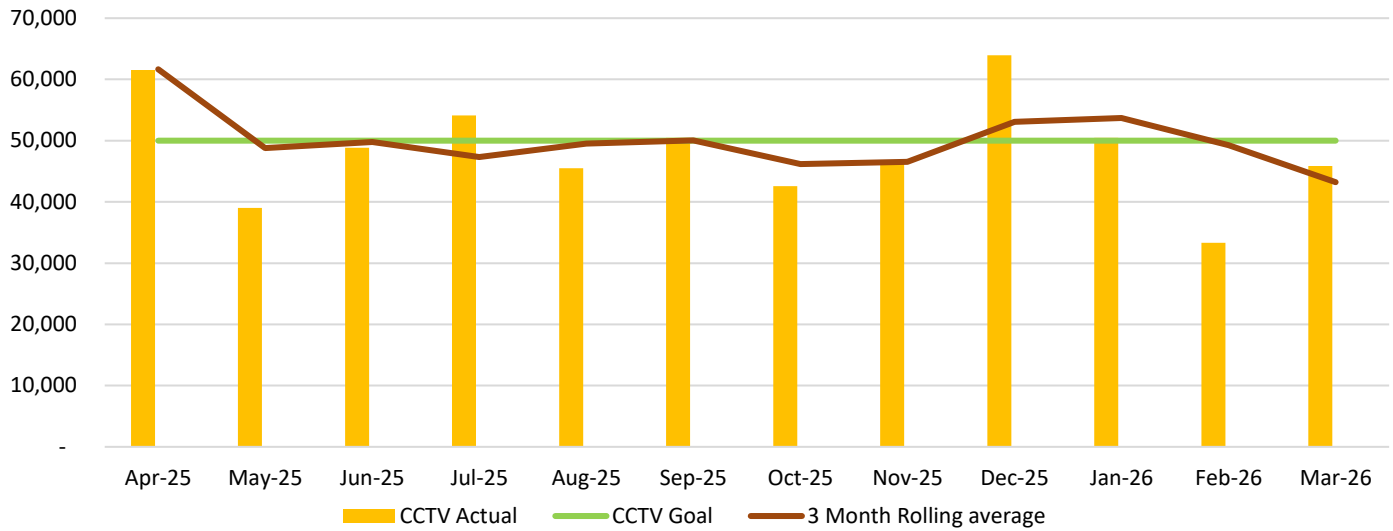
A good measure is >90% of all work orders are completed.

COLLECTIONS DEPARTMENT



COLLECTIONS DEPARTMENT

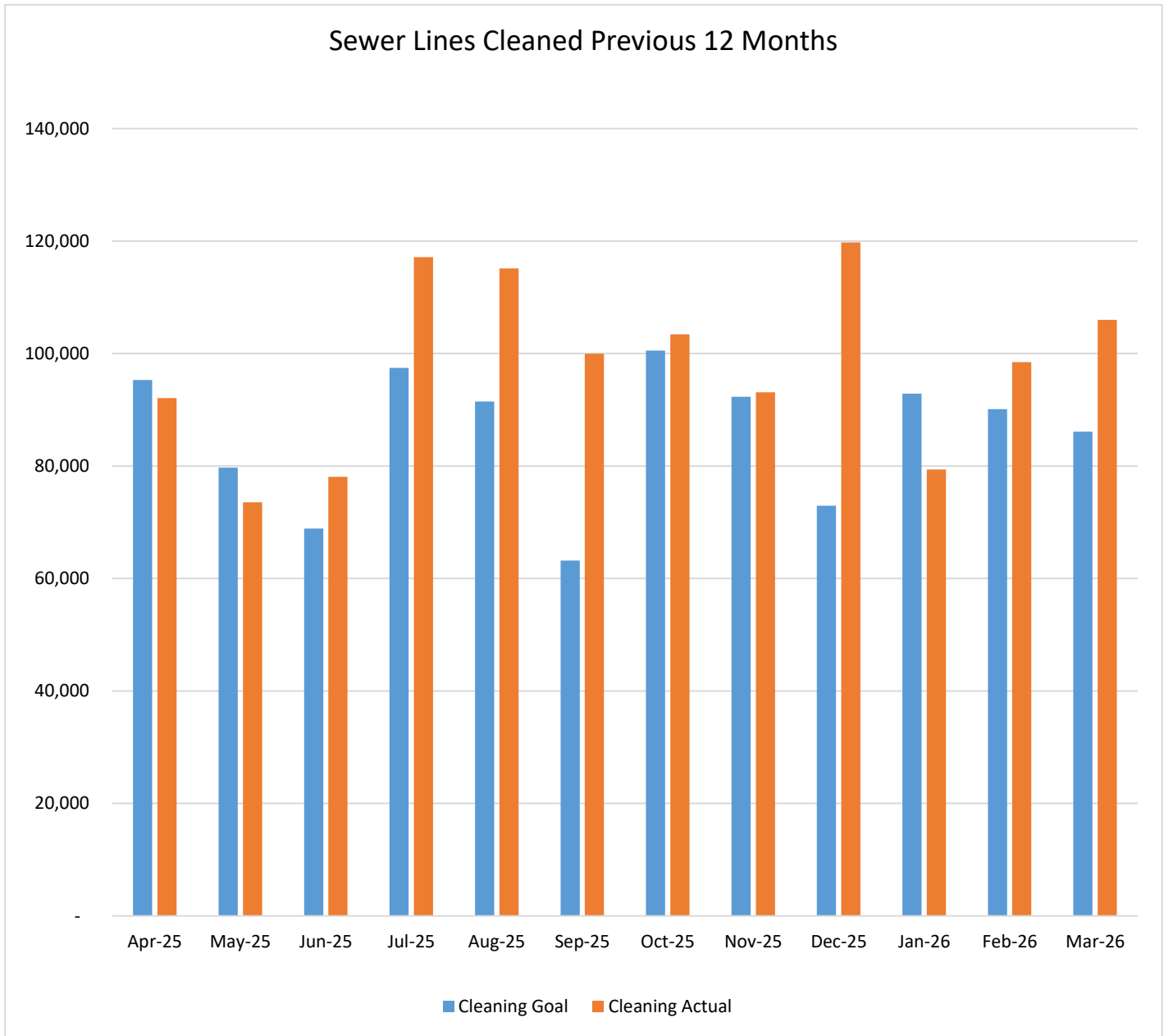
Sewer Lines Inspected Previous 12 Months



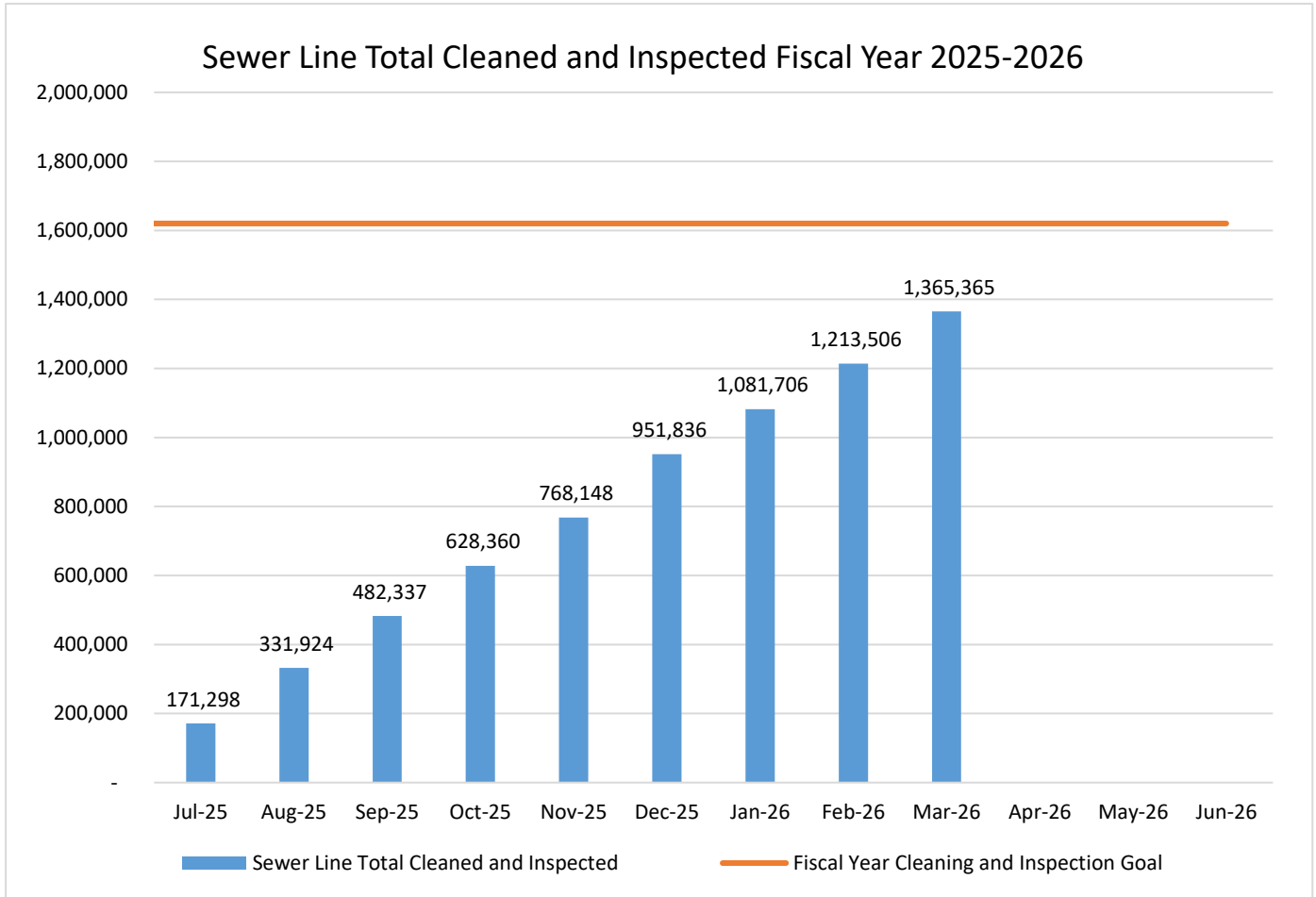
- * Production dip in May 2025 due to Leadership & AIMS training, Vacation, Family Leave, Holiday, and Loss of Staff Member.
- * Production dip in June 2025 due to By-Pass & Generator training, First Aid & CPR, Vacation, Family Leave, and Audiology & Fit Testing.
- * Production dip in August 2025 due to Vacation, and Loss of Staff Member.
- * Production dip in October 2025 due to CCTV van (#50) computer replacement, training, and vacation.
- * Production dip in November 2025 due to CCTV van (#50) at Dealer for repair, training, vacation, and Thanksgiving Holiday.
- * Production dip in February 2026 due to Holiday, Heavy Easements, and short working month.
- * Production dip in March 2026 due to one CCTV van in shop for a week.

COLLECTIONS DEPARTMENT

Sewer Lines Cleaned Previous 12 Months



COLLECTIONS DEPARTMENT



**MINUTES
FINANCE & INSURANCE COMMITTEE MEETING
ORO LOMA SANITARY DISTRICT**

FRIDAY, APRIL 24, 2026

10:00 AM

**BOARDROOM, 2655 GRANT
AVENUE, SAN LORENZO, CA 94580**

1. CALL TO ORDER

Chair Lee called the meeting to order at 10:00 AM.

2. ROLL CALL: CHAIR LEE AND DIRECTOR DUNCAN

In attendance were Chair Lee, Director Duncan, General Manager Dang, Finance Manager Moreno, and Administrative Support Specialist Aldridge

3. GENERAL PUBLIC

There were no comments from the public.

4. STRATEGIC PLAN GOALS REPORT & KEY PERFORMANCE INDICATORS

The Committee reviewed progress on strategic goals related to Finance, including key performance indicators for cash and budget management and investment returns.

Moreno identified a request made at the previous meeting to include a color-coded legend explaining what each color represents. This has now been incorporated into the Strategic Plan Goals Report. Moreno also noted that the reported cash balance was incorrect; it should reflect \$50.3 million rather than \$47.3 million. She will make the necessary correction and update the graph accordingly. Additionally, Moreno clarified that the footnote regarding investment yields should indicate an increase of 7 basis points (0.07%), not a decrease. CAMP and LAIF continue to deliver strong returns of 3.8% and 3.87%, respectively.

The Committee accepted the report.

4.1. [Strategic Plan Goals and Key Performance Indicators](#)

5. MONTHLY FINANCIAL REPORTS FOR MARCH 2026

The Committee reviewed the financial statements, investment report, vendor disbursements, and supplemental reports for March 2026.

Director Duncan asked about the contract fees reflected in the Combined Schedule of Revenues and Expenses. Moreno explained that Contract Fees Revenue was 11.98% over budget as of March 31, 2026. This balance consists of Waste Management (WM) L1–L3 contract fees for trash collection, recycling, and organics. The increase is primarily due to an actual waste collection rate increase of 4.39%, which exceeded the 2% budgeted rate. Additionally, approximately \$75,000 in Smart Truck contract fees was recorded as of March 31, 2026. Regarding Other Miscellaneous Revenues, the footnote states SGIP rebate for the Tesla Battery among other project cost reimbursements were tracked there. Director Duncan asked whether a note was made within the project. Moreno confirmed this is noted in the projects. Chair Lee then asked about the triggers

for placing items into suspense. Moreno stated she will look into this and report back to the Committee. Suspense was explained as a temporary holding account used to offset an expense.

Director Duncan also requested an explanation of the \$9.4 million in Accounts Receivable. Moreno explained that this balance primarily represents amounts due from industrial waste customers within the District. Additionally, Director Duncan inquired about the "District Sewer Service Charges – EBMUD" line item on the Revenues and Expenses with Encumbrances report. Moreno explained that EBMUD collects these charges on behalf of the District through their billing process, after which EBMUD remits payment to the District and provides a remittance detail of payment that is received by the Sr. Accountant. In addition, Oro Loma receives a Consumption report detailing customer billings and usage, from EBMUD and this is brought to the F&I committee annually.

Chair Lee asked whether Creekwood Apartments are located within the District. Moreno confirmed that they are within the District's service area, as verified by both the County and the District's Engineering Department.

Director Duncan asked about Fund 15.2.4111 and why it is over budget. Dang explained that this fund represents costs associated with the Operations Department's Operator-in-Training (OIT) intern program. Director Duncan asked whether the use of interns indicates a staffing issue. Dang responded that it does not, noting that utilizing interns is a standard practice within the Operations Department.

Director Duncan noted that post-retirement medical expenses appeared high and asked whether the District is adequately forecasting these costs. Moreno explained that the District is fully reimbursed for these expenses and that sufficient amounts have been budgeted accordingly.

Director Duncan asked Dang whether sufficient funds had been allocated for the cloth filter study. Dang confirmed that the project is within budget. Also, Director Duncan asked why redistricting costs are being paid from Fund 40. Moreno explained that these are periodic, non-recurring expenses, which is why they are appropriately accounted for in that fund.

Director Duncan asked whether the District has sufficient funding to address cybersecurity needs. Dang explained that upgrades to servers and software are required, and while costs are increasing, they are currently within budget. Chair Lee noted that recent issues have largely been related to phishing, emphasizing that it is a people-driven challenge and that staff training is the primary defense. Chair Lee also asked staff to ensure that all systems and software remain supported and to identify any areas that may no longer be supported. Dang responded that hardware updates will be needed in October of this year and that he will report back to the Committee if any unsupported systems are identified. Director Duncan asked whether new hires receive cybersecurity and phishing training. Dang confirmed that all staff receive cybersecurity training, including phishing awareness.

Director Duncan asked about the investment in plant and equipment and the grant expense. Moreno explained that these costs are related to the cart replacement project and the Cal Grant application, respectively.

Director Duncan asked what services Alameda County Environmental provides. Dang explained that they conduct restaurant inspections for the District. Director Duncan also asked about the services provided by Blocka Construction. Dang stated that this was related to the vehicle replacement project specifically the EV charging stations and that the expenses were paid from Fund 45. Director Duncan inquired about DGS OFS Services. Dang explained that these charges represent the District's natural gas costs. Director Duncan asked about the services Moleaer provides. Dang responded that this pertains to the Nanobubble project. Lastly, Director Duncan asked about charges and payments to Woodard & Curran. Dang explained that these costs are for grant support services for the District, as well as work related to a joint project with EBDA.

Director Duncan asked about several credit card charges. Dang explained the California Water Environment Association charge was for membership, and Bocsan's Cabana Daves charge was for the Employee Appreciation Holiday Lunch. Moreno stated the Roto-Rooter charge was for service to the Administrative women's restroom. Aldridge explained the Viridian Wastewater California charge was for an Engineering staff conference.

The Committee accepted the report.

6. CSRMA WORKERS' COMPENSATION FY 2026-27 EXPERIENCE MODIFICATION FACTOR

The Committee reviewed the letter from CSRMA notifying the District that its FY 2026-27 Ex-Mod factor will increase from 0.84 to 0.93. Chair Lee asked how many agencies are above 1.0. Dang stated he will research this and report back to the Committee.

The Committee accepted the report.

6.1. [CSRMA Workers' Compensation FY 2026-27 Experience Modification Factor](#)

7. AUDITOR ENGAGEMENT LETTER FY 2025-26 AND FY 2026-27

The Committee reviewed the Cropper Accountancy engagement letter for FY 2025–26 and FY 2026–27. In compliance with Assembly Bill 1345, section 12410.6(b), which outlines auditor rotation requirements for public accounting firms serving local agencies, the new lead partner for the FY 2025–26 audit will be Bryce Rojas. Under the contract, audit fees for FY 2025–26 will not exceed \$27,300, including the Single Audit, reflecting a 3% increase over the prior year, and with an additional 3% percent increase scheduled for FY 2026–27.

The Committee accepted the report.

7.1. [Audit Engagement Letter FY 2026-28](#)

8. STAFF/DIRECTOR COMMENTS

Moreno thanked the Committee for their patience, understanding, and encouragement,

as well as Dang's leadership. She shared that she enjoyed her time at the District and will miss everyone. Dang stated that Moreno will be missed and wished her well.

Director Duncan thanked Moreno for her professionalism and composure in responding to the committee's questions, noting she will be greatly missed and wishing her well in her future endeavors.

Chair Lee stated that the meeting was productive, expressed appreciation for Moreno's work, and noted that he looks forward to working with the auditors.

9. ADJOURNMENT

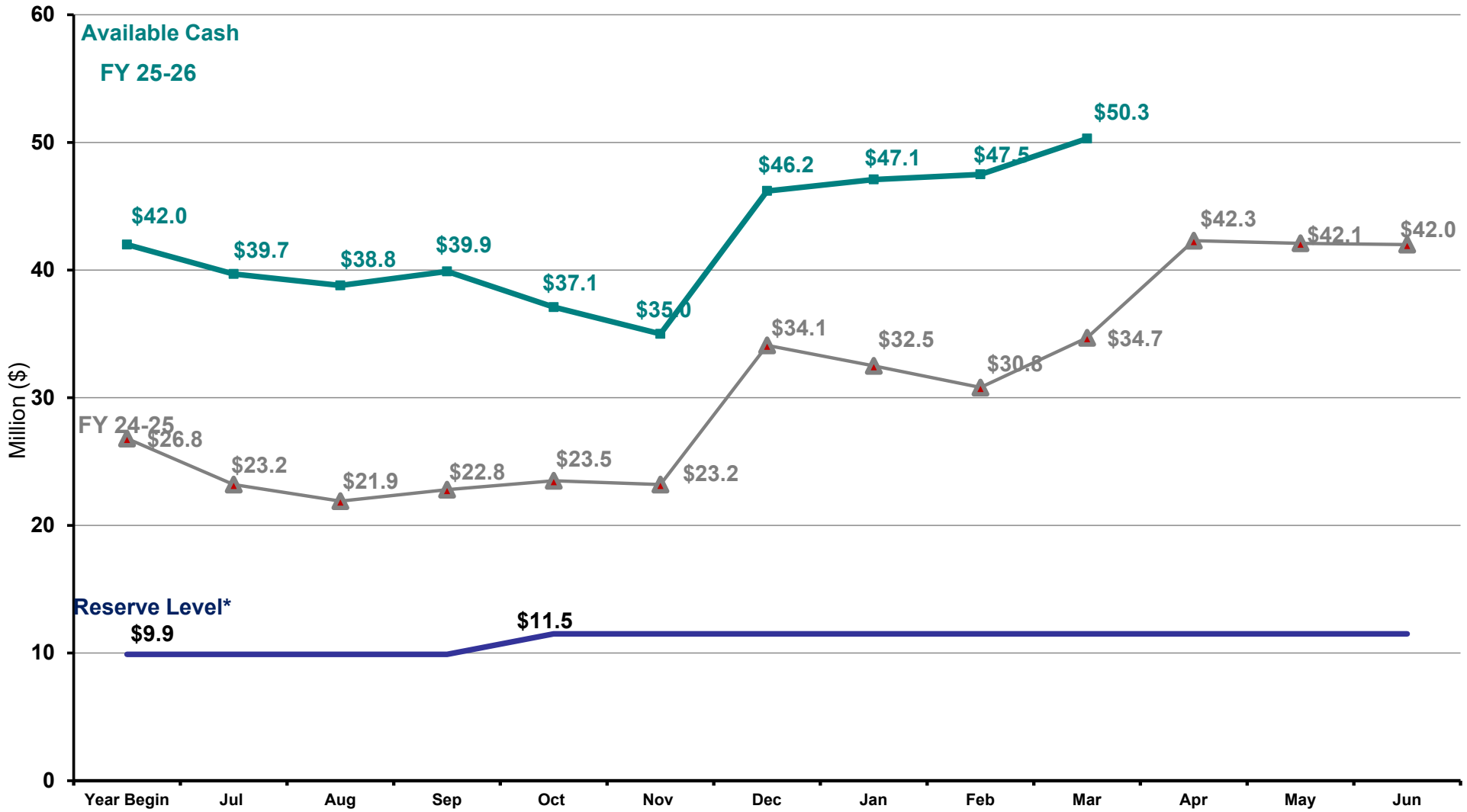
There being no further business to come before the Committee, Chair Lee adjourned the meeting at 11:07 a.m.

FINANCE and INSURANCE COMMITTEE STRATEGIC PLAN GOALS REPORT		
10-Year Goal	Intermediate Three-Year Goal	Status
Oro Loma will provide high value to the ratepayers today and in the future. High value includes making efficient and sustainable decisions while paying for needed infrastructure and maintaining rates within the lowest 50 percentile in Alameda County. (2021)	Perform annual sewer service charges survey for Alameda County jurisdictions and report the District's ranking within the County.	Oro Loma is the lowest sewer provider in Alameda County, Per the FY 2024-25 rate comparison completed in November, 2024 Oro Loma's sewer rates for SFR is 47% less than County Average. Per the FY 2025-26 rate comparison completed in October, 2025 Oro Loma's sewer rates for SFR is 42% less than County Average
Maintain solid waste rates among the lowest in Alameda County. (2015)	Perform annual solid waste rates survey for Alameda County jurisdictions and report the District's ranking within the County.	On Track - Oro Loma continues to be one of the lowest solid waste provider in Alameda County, 30.7% less than County average as of October 2025.
Identify and communicate to the Board and to the public future funding needs for operations and projected regulatory/infrastructure upgrades. (2013)	Update and report to the Board the cashflow & investment timeline once per quarter. Perform 5-year cash flow projections at least once per year. Develop Prop 218 notice explaining the rate increase and associated needs in the District. The updated sewer service charges shall include funding of Capital projects.	Ongoing - Cash flow projections and State of District Finances are presented to the Board at least once a year. The next State of the District Finances workshop will take place in April 2026. PFM Asset Manager's statements are presented monthly to the F&I Committee. PFM presents the annual results to the F&I Committee and the Board in September. FY 2024-25 results were presented at the August F&I Meeting and to the full Board on September 9, 2025. 5-Yr Cash Flow Projections were presented to the F&I Committee on December 19, 2025.
Build Capital Asset Program funding into rate structure by 2029.	Raise sewer service charges at a minimum of 7.5% per year in the next rate setting process (FYs 21/22-25/26). The portion of rate increase above inflation to be used to fund the capital program.	A Rate Study was completed in December 2023, followed by Prop 218 notices sent in March 2024. The District held an informational workshop on April 10, 2024, and after a public hearing on May 21, 2024, the Board adopted new sewer service charges with Resolution No. 3776. Oro Loma is in year 2 of its 5-year, 15% rate plan (FY 2024-25 to FY 2028-29). The District continues to fund the capital program by using the portion of rate increase above inflation and by debt financing.
Produce timely, accurate, transparent, and useful financial reports. (2013)	Issue monthly financials by the 10th of the following month. Develop real-time management to financial data.	Financial Statements are issued by the 10th of the following month. Real-time management of financial data refers to giving managers immediate, up-to-date access to the Districts' financial information within Financial Edge NXT (FE), the Districts' accounting system. It means managers can view current transactions, budgets, and account activity as they happen, rather than waiting for periodic reports.

Not started.
In prgress
Ahead or on time for meeting goal.
Will not meet goal.

Cash Balances

FY 2025-26 to Date

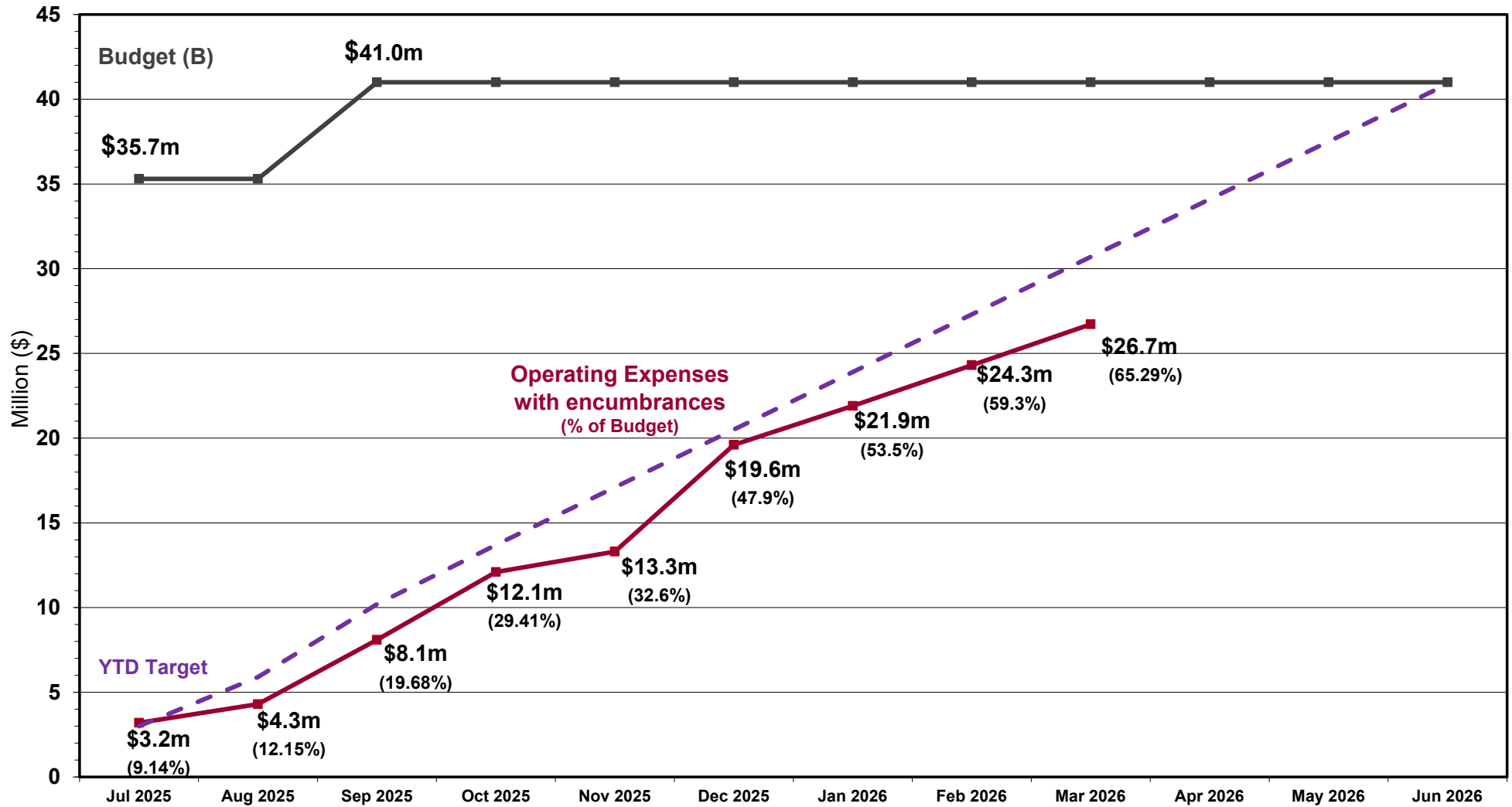


*Board approved reserve level = Half of the annual sewer revenues from Alameda County

Note (1) Alameda County payments are received in December and April each year.

Operating Expenses vs. Budget

FY 2025-26 to Date

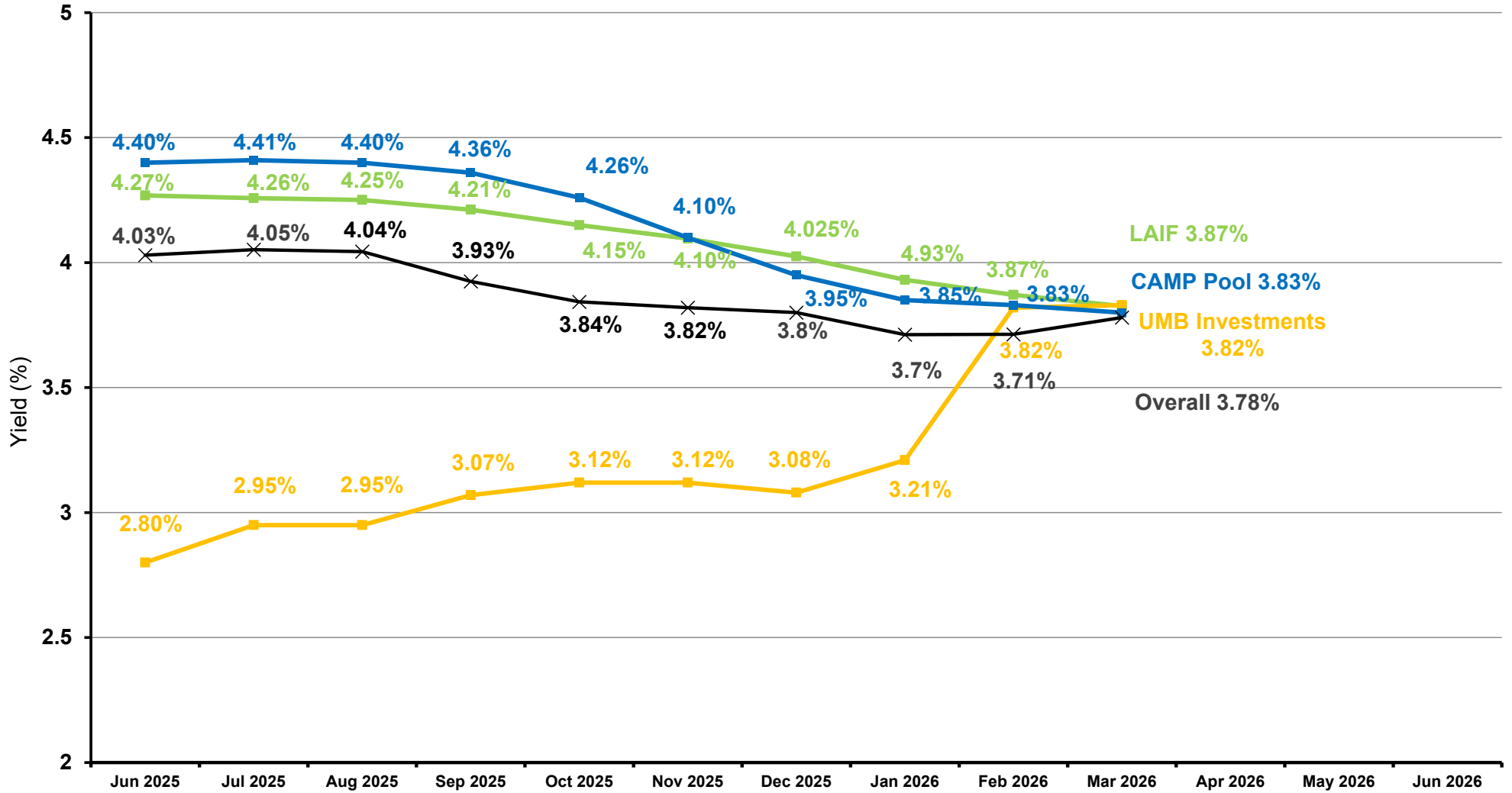


(A) Current month YTD Expenses were \$26.7m, compared to \$21.9m during the same period last year.

(B) Budget increased due to Budget Amendment No. 1, approved by the Board September 2025.

Investment Yields

FY 2025-26 to Date



(1) The overall increased by 7bps or .07%, CAMP and LAIF continue to deliver strong returns of 3.8% and 3.87%.

(2) UMB Securities remained consistent at 3.82%.

California Sanitation Risk Management Authority

c/o ALLIANT INSURANCE SERVICES, INC.
560 Mission Street, 6th Floor, San Francisco, CA 94105

Insurance License No.: 0C36861
Tel: 415.403.1400

OFFICERS:

Sandeep Karkal, *President*
415.892.1694
Vince De Lange, *Vice President*
925.756.1920

PAST PRESIDENTS:

Craig Murray
2020-2024
Greg Baatrup
2018-2020

March 31, 2026

Mr. Jimmy Dang
Oro Loma Sanitary District
2655 Grant Avenue
San Lorenzo, CA 94580

CSRMA Workers' Compensation Program Experience Modification Factor July 1, 2026 – July 1, 2027

Dear Jimmy:

We are currently working with CSRMA's actuary to develop the funding requirements for the Workers' Compensation Program renewal and are pleased to provide you with Oro Loma Sanitary District's 2026 Experience Modification Factor (Ex-Mod). Last year, Oro Loma Sanitary District's Ex-Mod was .84. This year, the ex-mod is **.93**; which is an increase of **.09**.

This year, the Workers Compensation Insurance Rating Board (WCIRB) continues to use the simplified Experience Rating Formula which removes the first \$250 of each claim for the calculation.

Please make note of the change in your Ex-Mod when budgeting for your workers' compensation premium for the upcoming fiscal year. If you have any questions or would like to discuss this increase further, please do not hesitate to contact us.

Sincerely,



Myron Leavell
Alliant Insurance Services
Program Administrators
(415) 403-1404 Direct
mleavell@alliant.com

Attachment



2700 Ygnacio Valley Road, Ste 270
 Walnut Creek, CA 94598
 (925) 932-3860 tel
 (925) 476-9930 efax
www.cropperaccountancy.com

April 17, 2026

To the Board of Directors and Management
 Oro Loma Sanitary District
 2655 Grant Avenue
 San Lorenzo, CA 94580-1838

We are pleased to confirm our understanding of the services we are to provide for Oro Loma Sanitary District for the year ended June 30, 2026, through June 30, 2028.

Audit Scope and Objectives

We will audit the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information, including the disclosures, which collectively comprise the basic financial statements, of the Oro Loma Sanitary District as of and for the year ended June 30, 2026. Accounting standards generally accepted in the United States of America (GAAP) provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement Oro Loma Sanitary District's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to Oro Loma Sanitary District's RSI in accordance with auditing standards generally accepted in the United States of America (GAAS). These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient appropriate evidence to express an opinion or provide any assurance. The following RSI is required by GAAP and will be subjected to certain limited procedures, but will not be audited:

- 1) Management's Discussion and Analysis.
- 2) Schedule of the District's Proportionate Share of the Plan's Net Pension Liability
- 3) Schedule of the District's Pension Contributions
- 4) Schedule of the Changes in Net OPEB liability and Related Ratios
- 5) Schedule of the District's OPEB Contributions

We have also been engaged to report on supplementary information other than RSI that accompanies Oro Loma Sanitary District's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with GAAS, and we will provide an opinion on it in relation to the financial statements as a whole in a report combined with our auditor's report on the financial statements.

- 1) Schedule of expenditures of federal awards.

- 2) Combining schedule of net position and combining schedule of revenues, expenses, and changes in net position
- 3) Schedules of budgetary comparison with actual revenues, expenses, and changes in net position

In connection with our audit of the basic financial statements, we will read the following other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

- 1) Introductory section of the Annual Comprehensive Financial Report
- 2) Statistical section of the Annual Comprehensive Financial Report

The objectives of our audit are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and issue an auditor's report that includes our opinions about whether your financial statements are fairly presented, in all material respects, in conformity with GAAP, and report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment of a reasonable user made based on the financial statements. The objectives also include reporting on:

- Internal control over financial reporting and compliance with provisions of laws, regulations, contracts, and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.
- Internal control over compliance related to major programs and an opinion (or disclaimer of opinion) on compliance with federal statutes, regulations, and the terms and conditions of federal awards that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance).

Auditor's Responsibilities for the Audit of the Financial Statements and Single Audit

We will conduct our audit in accordance with GAAS; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; and the provisions of the Uniform Guidance, and will include tests of accounting records, a determination of major program(s) in accordance with Uniform Guidance, and other procedures we consider necessary to enable us to express such opinions. As part of an audit in accordance with GAAS and *Government Auditing Standards*, we exercise professional judgment and maintain professional skepticism throughout the audit.

We will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management. We will also evaluate the overall presentation of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation

of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of waste and abuse is subjective, *Government Auditing Standards* do not expect auditors to perform specific procedures to detect waste or abuse in financial audits nor do they expect auditors to provide reasonable assurance of detecting waste or abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is an unavoidable risk that some material misstatements or noncompliance may not be detected by us, even though the audit is properly planned and performed in accordance with GAAS and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or on major programs. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. We will include such matters in the reports required for a Single Audit. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

We will also conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the government's ability to continue as a going concern for a reasonable period of time.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, tests of the physical existence of inventories, and direct confirmation of receivables and certain assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will also request written representations from your attorneys as part of the engagement.

We have identified the following significant risk(s) of material misstatement as part of our audit planning:

- Management Override of Controls
- Improper Revenue Recognition

We may, from time to time and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

Our audit of financial statements does not relieve you of your responsibilities.

Audit Procedures—Internal Control

We will obtain an understanding of the government and its environment, including the system of internal control, sufficient to identify and assess the risks of material misstatement of the financial statements,

whether due to error or fraud, and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for our opinions. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

As required by the Uniform Guidance, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to the Uniform Guidance.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, *Government Auditing Standards*, and the Uniform Guidance.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of Oro Loma Sanitary District's compliance with provisions of applicable laws, regulations, contracts, and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance, and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

The Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with federal statutes, regulations, and the terms and conditions of federal awards applicable to major programs. Our procedures will consist of tests of transactions and other applicable procedures described in the *OMB Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of Oro Loma Sanitary District's major programs. For federal programs that are included in the Compliance Supplement, our compliance and internal control procedures will relate to the compliance requirements that the Compliance Supplement identifies as being subject to audit. The purpose of these procedures will be to express an opinion on Oro Loma Sanitary District's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

Responsibilities of Management for the Financial Statements and Single Audit

Our audit will be conducted on the basis that you acknowledge and understand your responsibility for (1) designing, implementing, establishing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including internal controls over federal awards, and for evaluating and monitoring ongoing activities to help ensure that appropriate goals and objectives are met; (2) following laws and regulations; (3) ensuring that there is reasonable assurance that government programs are

administered in compliance with compliance requirements; and (4) ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles; for the preparation and fair presentation of the financial statements, schedule of expenditures of federal awards, and all accompanying information in conformity with accounting principles generally accepted in the United States of America; and for compliance with applicable laws and regulations (including federal statutes), rules, and the provisions of contracts and grant agreements (including award agreements). Your responsibilities also include identifying significant contractor relationships in which the contractor has responsibility for program compliance and for the accuracy and completeness of that information.

You are also responsible for making drafts of financial statements, schedule of expenditures of federal awards, all financial records, and related information available to us; for the accuracy and completeness of that information (including information from outside of the general and subsidiary ledgers); and for the evaluation of whether there are any conditions or events, considered in the aggregate, that raise substantial doubt about the government's ability to continue as a going concern for the 12 months after the financial statements date or shortly thereafter (for example, within an additional three months if currently known). You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters; (2) access to personnel, accounts, books, records, supporting documentation, and other information as needed to perform an audit under the Uniform Guidance; (3) additional information that we may request for the purpose of the audit; and (4) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence. At the conclusion of our audit, we will require certain written representations from you about the financial statements; schedule of expenditures of federal awards; federal award programs; compliance with laws, regulations, contracts, and grant agreements; and related matters.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements of each opinion unit taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants. You are also responsible for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements that we report. Additionally, as required by the Uniform Guidance, it is management's responsibility to evaluate and monitor noncompliance with federal statutes, regulations, and the terms and conditions of federal awards; take prompt action when instances of noncompliance are identified including noncompliance identified in audit findings; promptly follow up and take corrective action on reported audit findings; and prepare a summary schedule of prior audit findings and a separate corrective action

plan. The summary schedule of prior audit findings should be available for our review on September 16, 2026.

You are responsible for identifying all federal awards received and understanding and complying with the compliance requirements and for the preparation of the schedule of expenditures of federal awards (including notes and noncash assistance received, and COVID-19-related concepts, such as lost revenues, if applicable) in conformity with the Uniform Guidance. You agree to include our report on the schedule of expenditures of federal awards in any document that contains, and indicates that we have reported on, the schedule of expenditures of federal awards. You also agree to include the audited financial statements with any presentation of the schedule of expenditures of federal awards that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the schedule of expenditures of federal awards in accordance with the Uniform Guidance; (2) you believe the schedule of expenditures of federal awards, including its form and content, is stated fairly in accordance with the Uniform Guidance; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal awards.

You are also responsible for the preparation of the other supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles (GAAP). You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the Audit Scope and Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions for the report, and for the timing and format for providing that information.

Other Services

We will also assist in preparing the financial statements, schedule of expenditures of federal awards, and related notes of Oro Loma Sanitary District in conformity with accounting principles generally accepted in the United States of America and the Uniform Guidance based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statements, schedule of expenditures of federal awards (SEFA), and related notes services

previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

You agree to assume all management responsibilities for the financial statements, schedule of expenditures of federal awards, and related notes, and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements, the schedule of expenditures of federal awards, and related notes and that you have reviewed and approved the financial statements, the schedule of expenditures of federal awards, and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

Engagement Administration, Fees, and Other

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

At the conclusion of the engagement, we will complete the appropriate sections of the Data Collection Form that summarizes our audit findings. It is management's responsibility to electronically submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditor's reports, and corrective action plan) along with the Data Collection Form to the Federal Audit Clearinghouse. We will coordinate with you the electronic submission and certification. The Data Collection Form and the reporting package must be submitted within the earlier of 30 calendar days after receipt of the auditor's reports or nine months after the end of the audit period.

We will provide copies of our reports to Oro Loma Sanitary District; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of Cropper Accountancy Corporation and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to the California State Controller or its designee or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Cropper Accountancy Corporation personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of seven years after the report release date or for any additional period requested by the California State Controller. If we are aware that a federal awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

Bryce Rojas is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them. We expect to begin our audit on approximately July 15, 2026.

Our fee for these services will be at our standard hourly rates plus out-of-pocket costs (such as report reproduction, word processing, postage, travel, copies, telephone, confirmation service provider fees, etc.) except that we agree that our gross fee, including expenses, will not exceed \$27,300 including the single audit (with an increase of 3% on the audit fees for each following year). Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes 30 days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report(s). You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the engagement. If significant additional time is necessary, we will keep you informed of any problems we encounter and our fees will be adjusted accordingly.

Reporting

We will issue written reports upon completion of our Single Audit. Our reports will be addressed to management of Oro Loma Sanitary District. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add a separate section, or add an emphasis-of-matter or other-matter paragraph to our auditor's report, or if necessary, withdraw from this engagement. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or we may withdraw from this engagement.

The *Government Auditing Standards* report on internal control over financial reporting and on compliance and other matters will state that (1) the purpose of the report is solely to describe the scope of testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance, and (2) the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The Uniform Guidance report on internal control over compliance will state that the purpose of the report on internal control over compliance is solely to describe the scope of testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Both reports will state that the report is not suitable for any other purpose.

We appreciate the opportunity to be of service to Oro Loma Sanitary District and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the attached copy and return it to us.

Very truly yours,



CROPPER ACCOUNTANCY CORPORATION

RESPONSE:

This letter correctly sets forth the understanding of Oro Loma Sanitary District.

Liliana Moreno

Liliana Moreno, Finance Manager

Oro Loma Sanitary District BALANCE SHEET SUMMARY

As of March 31, 2025

	ASSETS 03/31/2026	LIABILITIES 03/31/2026	NET POSITION 03/31/2026
SEWER SERVICES			
(15) OPERATIONS & MAINTENANCE	\$157,622,785.88	\$62,797,644.87	\$94,825,141.01
(20) INSURANCE	\$750,138.48	\$138.48	\$750,000.00
(71) FLEX PLAN	\$18,754.88	\$103.55	\$18,651.33
(40) RENEWAL & REPLACEMENT	\$15,314,287.76	\$163,755.73	\$15,150,532.03
(45) CAPITAL IMPROVEMENT PROGRAM	\$21,829,207.44	\$1,146,490.56	\$20,682,716.88
SUBTOTAL SEWER SERVICES	\$195,535,174.44	\$64,108,133.19	\$131,427,041.25
SOLID WASTE SERVICES			
(85) SOLID WASTE & RECYCLING	\$19,432,921.67	\$0.01	\$19,432,921.66
(77) GARBAGE DELINQUENCY RECOVERY	\$811,052.07	\$0.00	\$811,052.07
SUBTOTAL SOLID WASTE SERVICES	\$20,243,973.74	\$0.01	\$20,243,973.73
TOTAL ALL SERVICES	\$215,779,148.18	\$64,108,133.20	\$151,671,014.98

Oro Loma Sanitary District

COMBINING SCHEDULE OF REVENUES & EXPENSES

For the Period Ended March 31, 2026

	Budget	Month to Date 03/31/2026	Year to Date 03/31/2026	Encumbrances 03/31/2026	Variances	% of Budget
OPERATING REVENUES						
DISTRICT SERVICE CHARGES	\$28,606,800.00	\$206,411.89	\$26,480,202.24	\$0.00	(\$2,126,597.76)	92.57%
AGENCY TREATMENT CHARGES	\$6,384,900.00	\$20,936.89	\$2,564,706.05	\$0.00	(\$3,820,193.95)	40.17%
PERMITS & INSPECTION FEES	\$210,000.00	\$16,629.98	\$213,589.14	\$0.00	\$3,589.14	101.71%
SANITARY TRUCK WASTE CHARGES	\$20,000.00	\$1,100.00	\$6,875.00	\$0.00	(\$13,125.00)	34.38%
GREASE RECEIVING CHARGES	\$150,000.00	\$11,020.00	\$100,722.37	\$0.00	(\$49,277.63)	67.15%
BIOSOLID CHARGES	\$100,000.00	\$0.00	\$72,755.93	\$0.00	(\$27,244.07)	72.76%
CONTRACT FEES	\$2,272,600.00	\$156,106.52	\$2,544,795.37	\$0.00	\$272,195.37	111.98% (A)
DISTRICT SB 1383 FEE	\$1,622,900.00	\$38,967.00	\$1,177,777.00	\$0.00	(\$445,123.00)	72.57%
LANDFILL FEES - MEASURE D	\$370,000.00	\$87,935.32	\$265,418.64	\$0.00	(\$104,581.36)	71.73%
OVERHEAD REVENUE	\$825,000.00	\$75,783.94	\$696,595.94	\$0.00	(\$128,404.06)	84.44%
TOTAL OPERATING REVENUES	\$40,562,200.00	\$614,891.54	\$34,123,437.68	\$0.00	(\$6,438,762.32)	84.13%
OPERATING EXPENSES						
SEWAGE COLLECTIONS (O&M)	\$3,030,200.00	\$382,396.43	\$1,990,477.16	\$0.00	\$1,039,722.84	65.69%
SEWAGE COLLECTIONS (R&R)	\$2,385,470.00	\$43,085.74	\$611,558.48	\$416,639.70	\$1,357,271.82	43.10%
SEWAGE TREATMENT OPERATIONS (O&M)	\$8,825,800.00	\$457,535.24	\$5,459,702.65	\$937,469.71	\$2,428,627.64	72.48%
SEWAGE TREATMENT MAINTENANCE (O&M)	\$3,831,500.00	\$291,611.55	\$2,675,428.47	\$18,021.62	\$1,138,049.91	70.30%
SEWAGE TREATMENT PLANT (R&R)	\$9,273,130.00	\$76,130.38	\$1,117,625.95	\$4,376,391.13	\$3,779,112.92	59.25%
ENGINEERING (O&M)	\$1,436,900.00	\$119,573.69	\$945,978.47	\$13,830.50	\$477,091.03	66.80%
ENGINEERING (R&R)	\$11,000.00	(\$95.91)	\$0.00	\$0.00	\$11,000.00	0.00%
ADMINISTRATION AND GENERAL (O&M)	\$2,923,000.00	\$200,310.04	\$1,961,768.58	\$8,272.68	\$952,958.74	67.40%
ADMINISTRATION AND GENERAL (R&R)	\$602,100.00	\$25,856.80	\$191,333.64	\$254,625.12	\$156,141.24	74.07%
EFFLUENT DISPOSAL - EBDA (O&M)	\$1,076,700.00	\$612.50	\$746,221.65	\$0.00	\$330,478.35	69.31%
EFFLUENT DISPOSAL - EBDA (R&R)	\$175,000.00	\$0.00	\$166,635.37	\$0.00	\$8,364.63	95.22%
POST EMPLOYMENT BENEFITS	\$0.00	\$93,300.33	\$318,421.69	\$0.00	(\$318,421.69)	0.00%
DEPRECIATION	\$5,330,600.00	\$380,007.58	\$3,420,068.22	\$0.00	\$1,910,531.78	64.16%
DECREASE IN CARRYING VALUE OF EBDA	\$100,000.00	\$0.00	\$0.00	\$0.00	\$100,000.00	0.00%
SOLID WASTE & RECYCLING	\$1,925,600.00	\$96,318.33	\$1,045,069.84	\$44,748.56	\$835,781.60	56.60%
TOTAL OPERATING EXPENSES	\$40,927,000.00	\$2,166,642.70	\$20,650,290.17	\$6,069,999.02	\$14,206,710.81	65.29%
OPERATING INCOME (LOSS)	(\$364,800.00)	(\$1,551,751.16)	\$13,473,147.51	(\$6,069,999.02)	\$7,767,948.49	(2,029.37%)

Notes:

(A) Contract Fees Revenue was 11.98% over budget as of 3/31/26 - This balance is comprised of WM L1-L3 Trash Collection, Recycling and Organics contract fees. The increase is due to actual waste-collection rate increase of 4.39% was higher than the 2% budgeted. Additionally there were \$75K in contract fees directly related to Smart Truck fees as of 3/31/26.

Oro Loma Sanitary District

COMBINING SCHEDULE OF REVENUES & EXPENSES

For the Period Ended March 31, 2026

	Budget	Month to Date 03/31/2026	Year to Date 03/31/2026	Encumbrances 03/31/2026	Variances	% of Budget
NONOPERATING REVENUES						
INVESTMENT INCOME	\$300,000.00	\$130,286.37	\$1,062,151.38	\$0.00	\$762,151.38	354.05%
FAIR MARKET VALUE INCREASE/DECREASE	\$0.00	\$0.00	(\$58,322.15)	\$0.00	(\$58,322.15)	0.00%
RENTS & LEASES	\$100,000.00	\$14,613.50	\$110,958.63	\$0.00	\$10,958.63	110.96%
CAPITAL GRANTS	\$137,700.00	\$0.00	\$0.00	\$0.00	(\$137,700.00)	0.00%
OTHER MISCELLANEOUS REVENUES	\$55,000.00	\$43,865.46	\$736,342.41	\$0.00	\$681,342.41	1,338.80% (B)
RECOVERY OF UNCOLLECTIBLE ACCTS	\$40,000.00	\$0.00	\$66,285.89	\$0.00	\$26,285.89	165.71%
GRANT REVENUES	\$0.00	\$3,315.49	\$3,315.49	\$0.00	\$3,315.49	0.00%
TOTAL NONOPERATING REVENUES	\$632,700.00	\$192,080.82	\$1,920,731.65	\$0.00	\$1,288,031.65	303.58%
NONOPERATING EXPENSES						
WRITE OFF OF UNCOLLECTIBLE ACCTS	\$15,000.00	\$0.00	\$0.00	\$0.00	\$15,000.00	0.00%
DEBT SERVICE INTEREST	\$810,000.00	\$0.00	\$130,230.73	\$0.00	\$679,769.27	16.08%
CONTINGENCY	\$340,000.00	\$0.00	\$0.00	\$0.00	\$340,000.00	0.00%
TOTAL NONOPERATING EXPENSES	\$1,165,000.00	\$0.00	\$130,230.73	\$0.00	\$1,034,769.27	11.18%
INCOME (LOSS) BEF CONTRIBS & TRSFS	(\$897,100.00)	(\$1,359,670.34)	\$15,263,648.43	(\$6,069,999.02)	\$10,090,749.41	(1,024.82%)
OTHER CONTRIBUTIONS & REPAYMENTS						
+CONNECTION FEES	\$200,000.00	\$25,750.50	\$145,667.21	\$0.00	(\$54,332.79)	72.83%
+CVSD REPAYMENTS FOR CIP	\$999,800.00	\$0.00	\$809,589.67	\$0.00	(\$190,210.33)	80.98%
-CIP EXPENDITURES	(\$33,008,800.00)	(\$1,047,381.50)	(\$9,802,180.31)	(\$10,437,524.97)	(\$12,769,094.72)	61.32%
OTHER CONTRIBUTIONS & REPAYMENTS	(\$31,809,000.00)	(\$1,021,631.00)	(\$8,846,923.43)	(\$10,437,524.97)	\$12,524,551.60	60.63%
NET RESULTS	(\$32,706,100.00)	(\$2,381,301.34)	\$6,416,725.00	(\$16,507,523.99)	\$22,615,301.01	30.85%

Notes:

(B) Miscellaneous Revenues were over budget by \$681K as of 3/31/26 - Other Miscellaneous Revenues is comprised of other than sewer rate and solid waste fees, other than core-business fees. Actual results include Project Cost Reimbursements received in the current fiscal year: (Tesla Battery SGIP Rebate and energy credit, Valle Water project, net of CVSD Share) \$648K; Other (Sales of Surplus Items, Safety Reimb. CSRMA \$8K; Quarterly credit card rebate \$3.5K; with the remainder comprised of penalty charges collected by Alameda County.

**ORO LOMA SANITARY DISTRICT
INVESTMENTS AND DEPOSITS REPORT
MARCH 2026**

FUND #	FUND NAME	INVESTMENT LIMITS	% OF TOTAL	CURRENT FY 3/31/2026	LAST FY 6/30/2025
LOCAL AGENCY INVESTMENT FUND (LAIF) #1013					
15	GENERAL FUND - SEWER SERVICE			\$ (10,814,728.61)	\$ (7,316,843.94)
20	INSURANCE FUND			(94,854.89)	(94,854.89)
40	RENEWAL & REPLACEMENT FUND			14,187,302.41	9,287,302.41
45	CAPITAL IMPROVEMENT PROGRAM FUND			(17,321,487.59)	(12,821,487.59)
85	SOLID WASTE / GARBAGE FUND			14,110,364.11	8,189,927.17
86	RECYCLING FUND			-	2,820,436.94
COMBINED CASH BALANCE IN LAIF		(a) \$0 - \$50m	0.13%	\$ 66,595.43	\$ 64,480.10
UMB BANK					
				Book Value 3/31/2026	Book Value 6/30/2025
45	AGENCY BONDS	(f) 30% in 1 agn.	0.99%	\$ 498,750.00	\$ 5,667,544.23
40	CERTIFICATES OF DEPOSIT	(b) 30%	0.00%	-	271,132.63
45	COMMERCIAL PAPER	(j) 25%	0.98%	490,731.52	-
45	CORPORATE BONDS	(k) 30%	3.20%	1,611,486.85	628,966.06
45	TREASURY NOTES	(d) None	11.11%	5,590,000.35	2,479,890.08
45	AGENCY COMM MBS	(e) 30%	1.54%	772,571.81	-
45	ASSET-BACKED SECURITY	(n) 20%	0.04%	19,999.56	-
40/45	CASH	(i) 20%	0.58%	291,614.54	22,657.26
TOTAL AT COST				9,275,154.63	9,070,190.26
FAIR MARKET VALUE ADJUSTMENT TO INVESTMENTS				(73,915.67)	(260,264.23)
COMBINED INVESTMENT BALANCE IN UMB BANK			18.29%	\$ 9,201,238.96	\$ 8,809,926.03
CAMP #1015					
15	CAMP	(i) None	74.66%	\$ 37,565,532.23	\$ 30,255,785.31
U.S. BANK CHECKING ACCOUNT #1010					
15	GENERAL FUND - SEWER SERVICE			\$ 1,213,772.64	\$ 81,322.57
20	INSURANCE FUND			679,328.87	738,241.43
40	RENEWAL & REPLACEMENT FUND			612,522.59	350,911.05
45	CAPITAL IMPROVEMENT PROGRAM FUND			151,660.74	866,569.99
71	FLEX PLAN TRUST			18,754.88	(852.97)
77	ALAMEDA CO. WMAC A/R RECOVERY			377,351.24	663,572.33
85	SOLID WASTE / GARBAGE FUND			424,170.67	456,984.12
86	RECYCLING FUND			-	116,750.53
COMBINED CASH BALANCE IN U.S. BANK		(i) 20%	6.91%	\$ 3,477,561.63	\$ 3,273,499.05
PETTY CASH FUNDS				\$ 1,500.00	\$ 1,500.00
TOTAL CASH & INVESTMENTS				\$ 50,312,428.25	\$ 42,405,190.49

Current Board-approved reserve level \$11,450,000

3/31/2025	34,770,109.67	\$ 15,542,318.58
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Net Change from same period last year

NOTE: THESE INVESTMENTS HAVE BEEN MADE IN ACCORDANCE TO THE DISTRICT'S INVESTMENT POLICY, REVIEWED ANNUALLY. THE FY 2025-26 POLICY WAS REVIEWED AND APPROVED BY THE F&I COMMITTEE ON 12/19/25, AND THE FULL BOARD ON 12/23/25. THE INVESTMENT PROGRAM PROVIDES SUFFICIENT CASH FLOW FOR THE DISTRICT TO MEET EXPENDITURE REQUIREMENTS FOR THE NEXT SIX MONTHS.

ORO LOMA SANITARY DISTRICT
WIRE TRANSFERS TRANSACTIONS DURING MONTH OF :

March 2026

U.S. BANK CHECKING ACCOUNT #1534-00224561

TRANSACTION DATE	TRANSFER FROM	TRANSFER TO	AUTH. BY	AMOUNT	EXPLANATION	CONFIRM. #
NET AMOUNT OF WIRE TRANSFERS TO/FROM LAIF				\$ -		
NET AMOUNT OF WIRE TRANSFERS TO/FROM UMB BANK				\$ -		
03/23/26	U.S. Bank	CAMP	LM	\$ (2,900,000.00)	Transfer from U.S. Bank to CAMP	4412794
NET AMOUNT OF WIRE TRANSFERS TO/FROM CAMP				\$ (2,900,000.00)		

LIST OF WIRE TRANSFER ACTIVITIES
LOCAL AGENCY INVESTMENT FUND ACCOUNT# 70-01-001
 March 2026

BALANCE	03/01/26	\$ 66,595.43
Quarterly interest		\$ -
Conf #		\$ -
NET FOR CURRENT MONTH		\$ -
BALANCE	03/31/26	\$ 66,595.43

LIST OF ACCOUNT ACTIVITIES
U.S. BANK ACCOUNT# 1534-00224561
 March 2026

BALANCE	03/01/26	\$ 3,710,380.01
CASH RECEIPTS:		
BANK DEPOSITS (AT BRANCH OR DEP EXPR)		\$ 2,161,483.29
BANK DEPOSITS (COUNTY WIRE TRANSFER)		\$ 2,952,594.87
BANK DEPOSITS (WMAC WIRE TRANSFER)		\$ 195,073.52
ELECTRONIC PERMIT RECEIPTS		\$ 5,674.35
CASH DISBURSEMENTS:		
A/P VENDOR PAYMENTS (BY CHECKS OR EFTs)		\$ (1,733,496.67)
CALPERS RETIREMENT UAL PAYMENT		
PAYROLL DISBURSEMENTS -		
PAYROLL 05-26 (DIRECT DEPS/CHECKS)		\$ (219,863.25)
(TAXES)		\$ (75,280.00)
PAYROLL 06-26 (DIRECT DEPS/CHECKS)		\$ (191,411.59)
(TAXES)		\$ (66,493.12)
PAYROLL xx-26 (DIRECT DEPS/CHECKS)		
(TAXES)		
PAYROLL REMITANCES		
(MISSION, PARS, PERS)		\$ (171,296.11)
BANK RECON ITEMS		\$ (1,059.91)
LAIF TRANSFERS (NET)		
UMB BANK TRANSFERS (NET)		\$ -
CAMP TRANSFERS (NET)		\$ (2,900,000.00)
TRANSFER TO US BANK TRUST		\$ (188,743.76)
NET FOR CURRENT MONTH		\$ (232,818.38)
BALANCE	03/31/26	\$ 3,477,561.63

**Engineering Department
March 2026
Monthly Activity Report**

PERMITS ISSUED:	30/244 (month/fiscal year)	INSPECTIONS:	
Lateral Repair:	22/170	Permits:	79/399
Plan Review:	7/54		
New Connections:	6/56		
Other:	0/30		

RESIDENTIAL IMPROVEMENTS:		COMMERCIAL IMPROVEMENTS:	
In Review:	7	In Review:	0
In Construction:	25	In Construction:	1

ACTIVE PROJECTS:

Sewer Line Replacement Strategic Renewal (Phases 1-10) Construction:

- Phases 1, 2, 3, 4, 5, 6, and 7 are complete.
- Phase 8 provides for 3.4 miles of pipe rehabilitation.
 - Awarded to California Trenchless, Inc. in the amount of \$5,759,460.
 - Notice to Proceed was issued on May 21, 2025.
 - Project is 90% complete. The contractor is working on Bodmin Ave in San Leandro.
- Phase 9 will provide for 3.4 miles of pipe rehabilitation.
 - Awarded to APB General Engineering in the amount of \$5,181,085.
 - Contract was executed February 23, 2026.
 - Notice to proceed was issued on March 6, 2026.
- Phase 10 will provide for 2.9 miles of pipe rehabilitation.
 - Design is complete. Project was advertised on March 27, 2026.

Digester Rehabilitation Project

- The District has contracted with Carollo Engineers for the design of the Digester Rehabilitation Project at a total cost of \$2,757,956. Phase 1 design is complete, and the project is currently out to bid. The District has completed pre-purchase of three rotary drum thickener (RDT) units to maintain the project schedule. Coordination is ongoing with Carollo Engineers, Beecher Engineering, Linné Systems Integration, and Yorke Engineering for controls integration, SCADA programming, and air permit requirements.
 - Phase 1 includes construction of a new sludge thickening facility for primary and secondary sludge, demolition of Digesters No. 2 and No. 5, installation of a new digester gas storage system, yard piping, electrical and SCADA integration, and related site work.
 - Phase 2 will include demolition of the remaining existing digesters and construction of a new 1-MG anaerobic digester, gas storage, and associated piping, electrical, and appurtenances.
- Phase 1 is currently out for bid, with bids due on April 16, 2026. Contract award is anticipated in early May. Design of Phase 2 is planned to begin following award of Phase 1.
- A pre-bid meeting was held on March 12, 2026 and addenda are anticipated during the bidding period. Construction management procurement and special inspection procurement are also in progress to support Phase 1 construction.

Primary Clarifier Rehabilitation

- This project involves the cleaning, mechanical repair, and installation of cathodic protection for all three primary clarifiers (PC) at the Treatment Plant.
- The Board awarded the project to GSE Construction for \$3,481,600, contingent on execution of Change Order No. 1 with a \$40,000 credit and a revised project start date of April 15, 2026, and completion date of October 25, 2026.
- Mobilization for PC-03 began on March 30, 2026. Work is progressing through site setup and tank cleaning, with activities continuing despite intermittent weather. Following completion of cleaning and initial inspection, the work will proceed to repairs, then abrasive blasting and coating. Bay Area Coating Consultants (BACC) will support inspection, including daily presence during the coating phase. PC-03 rehabilitation is anticipated to be completed within approximately two months, followed by PC-01.

Engineering Building Remodel

- This project involves demolition of the existing open work area and construction of six offices, one storage room, and remodeling of the front lobby.
- The Board awarded the project to Commers Corp. for \$223,500.
- Notice of Award was issued on February 2, 2026.
- Contract was executed on March 16, 2026.
- Project is approximately 30% completed. Contractor is working on low voltage inside the Engineering Building.

EBMUD Well Demolition Phase 2

- This project involves the demolition of five EBMUD wells on District Property.
- The Board awarded the project to Precision Well Service, LLC. in the amount of \$250,000 on March 27, 2026.

CONTINUOUS ACTIVITIES:

- Respond to Underground Service Alert requests (Locator Logix):
 - Mark in the street and notify Collections of directional drilling and construction around critical lines.
- GIS / Base Map Updates
- Hydraulic Model Maintenance/Update
- Cities and County Road Reconstruction and Paving Projects

OTHER ACTIVITIES:

- GIS/AIMS Updates
- Evaluation of Iron Sponge Flow Rate
- West Switch Gear Breaker Upgrades
- Point Repairs
- Sewer Line Replacement Lateral Review
- Shoreline Adaptation Demonstration
- Treatment Unit Electrical Panel Replacements
- Infectious Vector Protocol Study
- Force Main Desktop Study
- Hypochlorite Line Improvements
- Treatment Unit Grating Replacement

- Moleaer Pilot Project

LINE REPLACEMENT LOG:

16.2 miles of pipe are on the Line Replacement Log:

- 9.9 miles of pipe in the WIFIA Project Scope; these include structural defects and lines on the 90-day and one-year hydro-saw list.
 - 3.6 miles currently under contract for replacement.
 - 2.9 miles currently out for public bidding.
- 0.3 miles of pipe identified for replacement due to structural needs (not under contract).

6.7 miles of pipe have been identified for replacement due to O&M needs and are not listed on the Line Replacement Log above; these include pipes on the 30-day hydro, and the 90-day and 365-day hydro-saw lists.

POINT REPAIR LOG:

- Point Repairs:
 - 21 Work Orders to be bid
 - 21 Work Orders currently out to bid
 - 18 Work Orders under contract awaiting completion
 - 36 Completed this fiscal year
- Work Requests Received: 24
 - Items that have been marked as defective by Collections and may need repair.

**Collections Department
March 2026
Monthly Activity Report**

SEWER LINES CLEANED/CCTV INSPECTED (in feet)

	CLEANING	CCTV	TOTAL
March Goals	86,086	50,000	136,086
Total for Month	105,996	45,863	(151,859 + 10.4%)
Total for FY	932,441	432,924	1,365,365

MAINTENANCE AND CONSTRUCTION	MONTHLY #	FY2025/26 MONTHLY AVERAGE
Requests for Engineering Services	21	12.5
% of System on High Frequency Cleaning	8.66%	9.12%
New Service Connections Inspected	1	3.9
Completed Repairs Inspected	2	4
New Tracts/Line Replacements Inspected	5	11.8
Horizontal Boring Jobs Inspected	0	0

CUSTOMER SERVICE CALLS	WORK HOURS	AFTER HOURS	TOTAL
Service Calls requiring response	4	4	8
Stoppages Serviced	0	0	0
Calls handled by phone	0	0	0
Average Response Time (min)	12.8	33.5	23.1
Fiscal Year-to-Date (# of calls)	38	24	62

MISCELLANEOUS	
Damage Claims Filed	0
Safety Meetings Conducted	2
Sick Leave Usage (hours)	22 hrs. (2.75 days)
Lost Time Accident (hours)	0 hrs.
Vacation Days (days)	12.25 hrs. (12.25 days)
Days Utility Worker/Temp/ Intern used (days)	0

REQUESTS FOR ENGINEERING SERVICES

DATE	ASSET	LOCATION	DESCRIPTION
03/02	3042-M29	Foothill Boulevard	Roots in M/H
03/03	3342-K04+3342-M04	Manchester Road	Line Replacement
03/03	3042-M29	Foothill Boulevard R/W	Pad w/ Plastic Locker
03/04	3340-J21	Foothill Boulevard	I&I in M/H
03/05	3640-P18	Ranspot Drive R/W	Riser Conversion
03/09	3642-T05	Crest Avenue R/W	Riser Conversion
03/09	3642-S07+3642-R08	Crest Avenue R/W	Broken Pipe
03/10	3642-R04	Prosperity Way	Riser Conversion
03/11	3640 T17	Winding Boulevard R/W	Channel Repair
03/12	3640-Q13+3640-R13	166 th Avenue	Line Replacement
03/12	3640-R13+3640-R12	166 th Avenue	Line Replacement
03/12	3640-T12+3640-U11	166 th Avenue	Line Replacement
03/12	3640-U11+3640-V11	166 th Avenue	Broken Pipe
03/12	3640-U11+3640-V11	166 th Avenue	Line Replacement
03/12	3640-V11+3640-X09	166 th Avenue	Line Replacement
03/12	3640-Y07+3638-D05	166 th Avenue	Line Replacement
03/12	3638-D05+3338-E33	166 th Avenue	Line Replacement
03/16	3640-R09	Page Street	Riser Conversion
03/19	3640-D06	Prosperity Way R/W	Roots in M/H
03/26	3340-W33+3340-V33	Ehle Street	Line Replacement
03/30	4232-H04	City Center Drive R/W	Roots in M/H

STOPPAGES/OVERFLOWS

DATE	TIME	LOCATION	OVERFLOW AMOUNT	CAUSE
Stoppages for Fiscal Year (not resulting in an SSO)		0	Over 1,000= 100 - 1,000=2 Under 100=	
Overflows for Fiscal Year		2		

SPECIAL TRAINING:

- 03/02 – OASIS, CIWQS, Monthly Report Training, W. Rollins, (3 hrs.)
- 03/04 – Safety Training, Plant Security & Visitor Safety, (1 hr. All)
- 03/04 – Town Hall Meeting, (1.5 hrs. All)
- 03/04 – Grade II Certification Preparation Training, (1 @ 3 hrs.)
- 03/05 – Water Quality Sampling, Post Spill, (1 hr. All)
- 03/11 – OMCE Meeting, (1 hr. All)
- 03/11 – Collections Committee Meeting, L. Rather, (5 hrs.)
- 03/12 – Grade I & II Certification Preparation Training, (2 @ 4 hrs.)
- 03/16 – Collections Dept. Team Building/Appreciation Luncheon, (3 hrs. All)
- 03/23 – Grade I & II Certification Preparation Training, (1 @ 4 hrs.)
- 03/24 – Collections Dept. Team Building/Off-Site Event, (6 hrs. All)
- 03/25 – Safety Committee, Emergency Action Plan, C. Brown & M. Esquivel (1 hr.)

SPECIAL PROJECTS, REQUESTS FROM OTHER DEPARTMENTS and COMMENTS:

- 03/06 – Perform CCTV Inspection of (1) New Connection, (2 @ 2 hrs.)
- 03/06 – Perform CCTV Inspection of (1) District Repair, (2 @ 2 hrs.)
- 03/11 – Perform CCTV Re-Inspection of (1) District Repair, (2 @ 2 hrs.)
- 03/13 – Perform CCTV Inspection of (2) Line Replacements, (2 @ 2 hrs.)
- 03/17 – Perform CCTV Inspection of (3) Line Replacements, (4 @ 3 hrs.)

COLLECTION SYSTEM/FIELD MAINTENANCE STATISTICS

SERVICE CALLS						STOPPAGES CLEARED				
	2026	2025	2024	2023	2022	2026	2025	2024	2023	2022
Jan	6	7	6	14	3	0	0	1	0	2
Feb	6	10	8	9	6	0	0	1	0	0
Mar	8	11	12	4	8	0	0	0	1	0
Apr		6	9	20	5		0	0	1	1
May		6	9	2	10		0	1	0	0
Jun		5	4	13	7		0	0	1	0
Jul		4	7	7	3		0	0	1	0
Aug		6	6	9	11		0	1	1	1
Sep		8	6	6	8		0	0	0	1
Oct		8	13	3	8		0	0	1	0
Nov		11	2	6	6		0	3	1	0
Dec		5	8	10	16		0	1	1	0
Avg.	7.3	7.3	7.5	8.6	7.6	0	0	.7	.7	.4

LINE FOOTAGE CLEANED/CCTV INSPECTED

	2026	2025	2024	2023	2022
Jan	129,870	155,695	138,508	128,327	157,342
Feb	131,800	155,178	137,544	146,168	152,890
Mar	151,859	150,352	152,087	150,055	160,583
Apr		153,647	167,999	158,279	151,765
May		112,540	147,657	155,815	170,182
Jun		126,929	131,109	152,268	157,988
Jul		171,298	164,637	131,972	142,706
Aug		160,626	167,067	162,341	182,806
Sep		150,143	141,174	149,657	143,789
Oct		146,023	167,035	169,890	151,509
Nov		139,788	147,214	159,768	137,746
Dec		183,688	163,983	145,828	108,691
Total	413,529	1,805,907	1,826,014	1,810,367	1,817,997
Avg.	137,843	150,492	152,168	150,864	151,499

**Operations Department
March 2025
Monthly Activity Report**

EFFLUENT QUALITY	PERMIT LIMIT	ACTUAL
Monthly Effluent Suspended Solids	30 mg/l	DNQ 3.8 mg/l
Total Suspended Solids Removal	85%	99%
Monthly Effluent CBOD	25 mg/l	6.5 mg/l
CBOD Removal	85%	97%
Weekly Effluent Suspended Solids	45 mg/l	DNQ 8.0 High 2.0 Low
Weekly Effluent CBOD	40 mg/l	7.9. High 3.1 Low
H ₂ S (12-month average)	200 ppm	132 ppm

Average Daily Flow	12.0 MGD
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PLANT PROCESS:

- EBDA effluent standards were met 100 % of the time.

SKYWEST:

- 0.76 million gallons were supplied to Skywest Golf Course during the month.

COGENERATION PERFORMANCE:

- This month, the co-gens provided 77% of the plant's electrical demand.
- Solar produced 1536 kilowatt-hours (Administration Building).

AVERAGE HORIZONTAL LEVEE FLOWS:

- 50,000 gallons per day supplied to the Horizontal Levee.

EBDA FACILITIES:

- Completed 38 preventative maintenance tasks.

OLSD FACILITIES:

- Completed 48 preventative maintenance tasks.

BOILER GAS HOURS:

- Digester gas – 309 hours and 0 minutes
- Natural gas – 0 hours and 0 minutes

OPERATIONS SAFETY AND TRAINING:

- Bi-Weekly Cybersecurity Training.
- Attended bi-weekly safety meetings.
- Operator Training Permit Parameters.
- Title 22 refresher training.
- Facility security.
- Fall protection equipment.
- Indoor heat illness.

OPERATIONS SPECIAL PROJECTS:

- Working in ponds #2 and #5.
- Plant housekeeping and cleaning.

- Modified emergency action plan.
- Adjusted high and low dissolved oxygen level set points for the nutrient removal system for ammonia reduction.
- Alternate chlorine contact chambers.
- Round Sheets included in target solutions for future training.
- Sampled anoxic zones for denitrification performance.
- Reviewed grease trap monthly charges.
- Support engineering with Moleaer project design.
- Member of CMMS and SCADA systems evaluation team.

**Maintenance Department
March 2025
Monthly Activity Report**

	PREVIOUS OUTSTANDING	ISSUED	COMPLETED	OUTSTANDING
Total Number of Corrective Work Orders	26	48	43	31
Total Number of PREVENTATIVE MAINTENANCE Work Orders	41	138	145	34
Total Number of Work Orders	67	186	188	65
Total PREVENTATIVE MAINTENANCE Tasks at EBDA and Skywest	0	55	55	0

% Preventive Maintenance of Total Maintenance (total preventive/total w.o. current+previous) 70.75%
 % Completed of Total Assignment (total completed/total w.o. current+previous) 74.31%
 Vehicle Service Hours 51.75 hrs.

MAINTENANCE DEPARTMENT ACTIVITIES:

- Completed replacement of all three gaskets on belt press #1 wash box valves. – Charvet
- Completed replacement of the hypo tank #3 feed line due to a leak in the line. – Charvet
- Completed preventive maintenance to change the oil in the oil bath of the KUHN manure spreader trailer. – Ledford
- Completed repair of leaking ferric metering pump #3. – Ledford, Fletcher
- Performed preventive maintenance to inspect the turbo on Waukesha Co-gen #2. – Grimsley
- Replaced Hypo pump #1 due to the motor being frozen. – Grimsley
- Completed belt adjustment on scum pump #1 due to the belt slipping on the pulley. – Hansen
- Completed preventive maintenance to check the digester heat loop for leaks and added 5 gallons of ChemSearch 777. – Hansen
- Completed preventive maintenance to check and test-run the MQ whisper watt generator. – Haynes
- Facilitated AC repair on vehicle #48 international hydro. – Haynes
- Completed semi-annual preventive maintenance to calibrate and adjust the north and south effluent LITX. – Nausin
- Completed the fifty-five EBDA pump station preventive maintenance tasks. – Nausin
- Completed rebuild of cogeneration water jacket pump #.1 – Fletcher
- Replaced hood latch cable assembly on vehicle #50 3500 sprinter TV van. – Fletcher, Charvet
- Replaced sensor and holder on the misreading chlorine residual analyzer #4. – Goodman
- Performed replacement of the sample pump and motor on the outfall dichlorination analyzer. – Goodman
- Completed annual preventive maintenance to change the oil on the primary clarifier #2 drive collector. – Lahey
- Performed semi-annual preventative maintenance on the north field 6" drainage pump. – Lahey

MAINTENANCE DEPARTMENT MEETINGS:

- Title 22 & DOT Hazardous Materials Training
- Plant Security and Visitor Safety

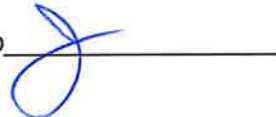
AFTER NORMAL HOURS CALLS: Plant – 0, Lift Stations – 0

CO-GEN UPTIME: Engine #1 – 99%, Engine #2 – 99%

ORO LOMA SANITARY DISTRICT OPERATING REPORT METALS SUMMARY (ug/L)

	FLOW *	CYANIDE	ARSENIC		CADMIUM	CHROMIUM	COPPER	LEAD	NICKEL	SILVER	ZINC	SELENIUM	PAH'S	MERCURY
August 2023	12.9	2.0	1.1		0.050	0.40	5.1	0.28	1.7	0.050	37	0.72		0.0021
September 2023	9.1	2.1	1.1		0.050	0.41	4.2	0.22	1.7	0.051	41	0.78		
October 2023	9.5	1.9	0.98		0.050	0.35	5.7	0.37	1.5	0.051	38	0.37		
November 2023	9.4	1.7	0.82		0.050	0.33	2.9	0.24	1.2	0.051	36	0.41		0.0012
December 2023	10.6	1.8	1.0		0.050	0.40	5.4	0.28	1.4	0.051	45	0.61		
January 2024	12.5	1.1	1.5		0.050	0.33	5.3	0.30	1.7	0.051	35	0.82		
February 2024	25.6	1.1	2.0		0.050	0.45	3.8	0.18	1.8	0.051	24	0.80		0.0023
March 2024	16.7	3.6	1.8		0.050	0.36	3.4	0.18	1.9	0.051	26	0.70		
April 2024	16.2	3.4	1.8		0.050	0.43	5.1	0.32	3.3	0.051	38	0.76		
May 2024	11.2	4.0	1.4		0.050	0.41	4.7	0.22	1.6	0.051	39	0.49		0.0021
June 2024	11.6	1.5	0.97		0.050	0.37	4.1	0.21	1.5	0.051	42	0.58		
July 2024	10.6	5.5	1.10		0.050	0.49	12.0	0.33	1.5	0.051	57	0.37		
August 2024	10.4	3.6	1.00		0.050	0.44	9.5	0.41	1.3	0.051	49	0.41		0.0021
September 2024	10.2	4.5	0.93		0.050	0.36	4.7	0.27	1.2	0.051	36	0.37		
October 2024	8.4	4.1	0.65		0.050	0.39	4.7	0.26	1.4	0.051	39	0.52		
November 2024	9.0	2.5	1.20		0.050	0.49	3.4	0.29	1.2	0.051	31	0.64		0.0012
December 2024	9.7	4.5	0.89		0.050	0.28	3.8	0.23	1.3	0.051	33	0.60		
January 2025	10.1	2.5	1.3		0.050	0.36	4.0	0.17	1.4	0.051	29	0.45		
February 2025	15.3	3.1	2.4		0.050	0.39	3.9	0.20	1.9	0.051	25	0.53		0.0029
March 2025	12.1	3.7	1.3		0.050	0.34	3.7	0.18	1.4	0.051	30	0.62		
April 2025	11.5	1.7	1.4		0.050	0.40	3.2	0.16	1.7	0.051	30	0.38		
May 2025	10.0	3.5	1.1		0.050	0.37	3.6	0.19	1.5	0.051	34	0.66		0.0017
June 2025	11.0	3.8	1.1		0.050	0.43	5.4	0.22	1.4	0.051	37	0.37		
July 2025	9.4	4.9	1.1		0.050	0.40	8.3	0.22	1.8	0.061	46	0.39		
August 2025	10.6	1.5	0.8		0.050	0.36	5.6	0.20	1.4	0.061	38	0.37		0.0019
September 2025	9.5	1.1	0.8		0.050	0.33	3.0	0.11	1.4	0.061	27	0.37		
October 2025	9.6	4.3	0.9		0.050	0.39	2.9	0.14	1.3	0.061	32	0.37		
November 2025	9.1	1.9	1.0		0.050	0.33	3.9	0.19	1.5	0.061	28	0.59		0.0019
December 2025	11.4	4.0	1.2		0.050	0.31	4.1	0.15	1.7	0.061	27	0.40		
January 2026	15.6	1.4	2.4		0.050	0.33	4.3	0.13	2.3	0.061	23	0.41		
February 2026	12.3	1.6	1.4		0.050	0.35	7.1	0.20	1.9	0.061	26	0.59		0.0028
March 2026	12.0	1.7	1.5		0.050	0.39	4.4	0.14	1.9	0.063	27	0.70		
detected but not quantified				below detection limit										
NPDES Target		21	NA		NA	NA	53	NA	NA	NA	NA	NA		0.0660
Maximum	15.6	4.30	2.4	####	0.050	0.39	7.1	0.20	2.3	0.061	32	0.59	0.000	0.0028
Minimum	9.1	1.40	0.9	####	0.050	0.31	2.9	0.13	1.3	0.061	23	0.37	0.000	0.0019
6 Month Average	11.6	2.64	1.4	####	0.050	0.34	4.5	0.16	1.7	0.061	27	0.47		0.0024

Max, Min, and Average are the most recent 6 months
Flow refers to day of sample

CHECKED 

APPROVED 4-13-26

ORO LOMA HISTORY

2025 MAR - 2026 MAR

	OLSD	CVSD	Total Treated	CVSD	Skywest	Plant Flow	Ave Daily	Max Daily	Min Daily	Co-gen	Solar	Electric	PG&E	Net
	Flow	Flow	Flow	Flow Ratio	Flow	to EBDA	Flow	Flow	Flow	Generated	Generated	Returned	Electricity	Purchase
	MG	MG	MG	%	MG	MG	MGD	MGD	MGD	KWH	KWH	KWH	Purchased KWH	KWH
2025 MAR	278.8	117.2	396.0	29.6	1.1	394.9	12.8	15.1	10.3	518,640	59,397	1,384	74,937	73,553
2025 APR	227.0	100.0	327.0	30.6	1.6	325.4	10.9	13.3	9.0	576,000	72,710	1,693	70,455	68,762
2025 MAY	222.1	95.4	317.5	30.1	1.7	315.8	10.2	12.2	9.4	546,240	90,752	1,379	69,159	67,780
2025 JUN	215.4	87.3	302.7	28.8	1.7	301.0	10.1	11.1	8.9	500,640	85,020	1,258	83,524	82,266
2025 JUL	213.3	88.7	302.0	29.4	2.8	299.2	9.7	10.9	8.3	533,280	78,763	1,389	110,882	109,493
2025 AUG	219.4	88.8	308.2	28.8	1.6	305.4	9.9	10.7	9.0	521,760	73,616	42,825	107,200	64,375
2025 SEP	204.8	85.5	290.3	29.5	2.2	288.1	9.7	10.9	8.5	514,080	52,123	23,945	78,675	54,730
2025 OCT	224.4	91.8	316.2	29.0	1.1	315.1	10.2	13.7	8.0	470,880	46,683	14,416	147,534	133,118
2025 NOV	236.3	104.5	340.8	30.7	1.1	339.7	11.4	16.9	9.1	515,520	31,955	10,864	166,461	155,597
2025 DEC	263.2	123.0	386.2	31.8	1.7	384.5	12.5	23.9	9.2	537,120	26,329	10,102	147,358	137,256
2026 JAN	313.1	144.3	457.4	31.5	0.0	457.4	14.8	30.3	11.3	521,760	30,332	*	*	*
2026 FEB	281.3	132.5	413.8	32.0	0.0	413.8	14.8	31.6	9.8	396,960	*	*	*	*
2026 MAR	268.8	105.1	373.9	28.1	0.8	373.1	12.1	13.2	11.2	533,760	*	*	*	*
Average	241.6	104.9	346.5	30.2	1.4	345.0	11.4	16.7	9.2	512740	58880	10926	105619	94693
Maximum	313.1	144.3	457.4	32.0	2.8	457.4	14.8	31.6	11.3	576000	90752	42825	166461	155597
Minimum	204.8	85.5	290.3	28.8	0.0	288.1	9.7	10.7	8.0	396960	26329	1258	69159	54730

*Data unavailable at time of report.

TREATMENT PLANT PERFORMANCE

DATE	Raw Wastewater			Primary Effluent	Mixed Liquor			Final Effluent				Overall Plant Removal Percent	
	Total Flow	CBOD	TSS	TSS	MLSS	SVI	SRT	CBOD (mg/l)		TSS (mg/l)		CBOD	TSS
	MGD	mg/l	mg/l	mg/l	mg/l	mL/gr	Days	Target	Actual	Target	Actual	%	%
Aug-23	10.2	234	294	125	2450	171	10.2	25	7	30	3	97%	99%
Sep-23	9.9	256	323	106	1919	200	9.6	25	6	30	3	97%	99%
Oct-23	9.8	223	328	112	1765	178	9.8	25	5	30	3	98%	99%
Nov-23	9.8	220	338	115	1763	162	9.7	25	5	30	3	98%	99%
Dec-23	11.1	221	320	110	1817	356	10.6	25	4	30	4	98%	99%
Jan-24	16.3	125	194	104	1742	300	9.0	25	16	30	13	87%	93%
Feb-24	19.4	111	190	99	1519	360	8.6	25	12	30	DNQ 2.9	89.2%	97.0%
Mar-24	15.3	150	203	100	2570	140	17.9	25	3	30	1.9 DNQ	97.9%	99.0%
Apr-24	13.1	163	259	109	2292	143	21.3	25	5	30	2.5 DNQ	97.2%	99.0%
May-24	12.1	165	267	120	2075	151	21.7	25	4	30	2.8 DNQ	97.7%	99.0%
Jun-24	11.0	197	318	97	2305	109	24.4	25	4	30	2.1 DNQ	98.2%	99.4%
Jul-24	10.8	228	321	94	2331	90	24.5	25	6	30	4.3	97.6%	98.7%
Aug-24	10.6	233	358	100	2280	110	15.2	25	3	30	2.0 DNQ	98.5%	99.4%
Sep-24	10.4	236	335	110	2116	136	13.9	25	4	30	2.4 DNQ	98.2%	99.3%
Oct-24	9.7	212	345	103	2130	204	14.4	25	4	30	2.4 DNQ	98.0%	99.3%
Nov-24	10.4	201	318	105	1826	231	11.4	25	5	30	1.4 DNQ	97.7%	99.6%
Dec-24	13.2	200	265	126	1867	97	9.5	25	4	30	2.0 DNQ	97.8%	99.3%
Jan-25	10.9	200	354	104	1680	98	67.9	25	ND	30	1.2 DNQ	98.7%	99.7%
Feb-25	16.0	172	285	108	1681	201	7.9	25	ND	30	1.8 DNQ	97.5%	99.4%
Mar-25	12.8	161	316	131	1507	120	13.6	25	ND	30	2.6 DNQ	95.7%	99.2%
Apr-25	10.9	184	306	134	1796	96	9.2	25	ND	30	1.9 DNQ	97.8%	99.4%
May-25	10.2	163	362	122	1754	65	24.6	25	ND	30	2.6 DNQ	97.9%	99.3%
Jun-25	10.1	210	293	117	2134	51	48.2	25	3.0	30	2.4 DNQ	98.6%	99.2%
Jul-25	9.7	196	299	107	1756	90	14.4	25	ND	30	3.1	97.8%	99.0%
Aug-25	9.9	200	382	119	1891	106	23.2	25	4.0	30	2.8 DNQ	98.0%	99.3%
Sep-25	9.7	200	344	144	1891	136	7.7	25	ND	30	3.2	98.1%	99.1%
Oct-25	10.2	183	368	129	2032	173	8.4	25	ND	30	2.3 DNQ	98.2%	99.4%
Nov-25	11.4	235	306	125	1548	171	5.2	25	ND	30	2.4 DNQ	98.2%	99.2%
Dec-25	12.5	213	266	118	1622	154	5.8	25	ND	30	3.9	96.4%	98.5%
Jan-26	14.8	158	280	112	1752	106	8.1	25	ND	30	2.7 DNQ	96.6%	99.0%
Feb-26	14.8	164	304	115	1767	82	6.3	25	ND	30	5.3	94%	98%
Mar-26	12.1	202	294	150	1685	157	5.8	25	ND	30	2.6 DNQ	97%	99%
Average	11.8	194	304	115	1914	155	15.6	25	5	30	3.0	97.0%	98.9%

**SUPPLEMENTAL CAPITAL EXPENDITURE AND COST SHARING
AGREEMENT FOR THE DIGESTER REHABILITATION PROJECT
(THE “SUPPLEMENTAL AGREEMENT”)**

This SUPPLEMENTAL AGREEMENT is made and entered into this ____ day of _____, 2026, by and between the **ORO LOMA SANITARY DISTRICT**, Alameda County, California, herein called “ORO LOMA” and the **CASTRO VALLEY SANITARY DISTRICT**, Alameda County, California, herein called “CASTRO VALLEY” and jointly referenced in this SUPPLEMENTAL AGREEMENT and the parties to this SUPPLEMENTAL AGREEMENT are from time to time referred to herein as the “PARTIES.”

R E C I T A L S

1. WHEREAS, ORO LOMA and CASTRO VALLEY are PARTIES to a number of agreements dating back to May 1941, which provide for the joint ownership and use by the PARTIES of certain sewage facilities (“SANITARY SEWAGE FACILITIES”) and an outfall facility (the “OUTFALL FACILITY”) as more particularly described in such PREVIOUS AGREEMENTS; and

2. WHEREAS, pursuant to the PREVIOUS AGREEMENTS, CASTRO VALLEY, since 1970, has acquired from ORO LOMA additional capacity in the SANITARY SEWER FACILITIES so as to presently own a 25% interest in the SANITARY SEWER FACILITIES including the OUTFALL FACILITY located at the west end of Grant Avenue, San Lorenzo, CA; and

3. WHEREAS, ORO LOMA retains a 75% ownership interest in the SANITARY SEWER FACILITIES and in the OUTFALL FACILITY and a 100% ownership of all land “under and adjacent to” the SANITARY SEWER FACILITIES and the OUTFALL FACILITY; and

4. WHEREAS, both PARTIES agree that the existing digester complex requires upgrades for seismic code compliance and also process improvements to process sludge and biosolids and hereby illustrated in Exhibit A, attached hereto and hereby referred to and incorporated herein as set forth at length (the “DIGESTER REHABILITATION PROJECT”); and

5. WHEREAS, the PARTIES have agreed that constructing the DIGESTER REHABILITATION PROJECT is in the best long-term interest of the PARTIES and the citizens they represent; and

6. WHEREAS, Paragraph 7 of the Agreement dated February 28, 1950 between the PARTIES, provides that in the event it shall be necessary for ORO LOMA to incur additional capital costs for additional treatment facilities for the purpose of treating and disposing of sanitary

sewage and/or industrial waste in conformity with the laws, and regulations, and requirements of all legally constituted authorities having jurisdiction, or it is required to install chlorination or additional outfall sewer capacity for discharge into the San Francisco Bay, the cost thereof shall be apportioned between the PARTIES and paid for by the PARTIES using said SANITARY SEWER FACILITIES and/or said OUTFALL FACILITY in the ratio that their share of the capacity of said FACILITIES bears to the total capacity thereof at said time; and

7. **WHEREAS**, page 4 of the SUPPLEMENTAL AGREEMENT dated October 12, 1976, also provides that “said improvements, enlargements, or extensions shall be subject to said terms and conditions as agreed upon by the PARTIES hereto at said time”; and

8. **WHEREAS**, the need to address the existing digesters that are at the end of their useful life of the PARTIES objectives, it is necessary that ORO LOMA and CASTRO VALLEY make an estimated capital expenditure of \$31,500,000 in two project phases, over three years; and

9. **WHEREAS**, the PARTIES are desirous of supplementing PREVIOUS AGREEMENTS providing for the apportionment of the cost and payment between the PARTIES for such additional improvements which will ensure that adequate funds exist for the implementation of this SUPPLEMENTAL AGREEMENT, including hard costs and soft costs and reasonable contingencies; and

10. **WHEREAS**, the PARTIES’ Boards of Directors have independently reviewed conceptual plans and specifications and design for these facilities via resolution prior to the commencement of construction of the DIGESTER REHABILITATION PROJECT.

NOW, THEREFORE, FOR AND IN CONSIDERATION OF THE MUTUAL COVENANTS HEREINAFTER SET FORTH AND OTHER GOOD, ADEQUATE, AND VALUABLE CONSIDERATION, THE PARTIES AGREE as follows:

FIRST: DIGESTER REHABILITATION PROJECT. In furtherance of the DIGESTER REHABILITATION PROJECT, and consistent with PREVIOUS AGREEMENTS, ORO LOMA shall undertake final design and construction of enlargements and/or modifications to the SANITARY SEWER FACILITIES and ORO LOMA’S determination as to any and all construction of improvements and/or modifications necessary to meet said requirements shall be final and conclusive. CASTRO VALLEY shall have the opportunity to regularly review construction plans and progress for said facility and make recommendations thereto through its representation on the joint ORO LOMA/CASTRO VALLEY Construction Committee.

SECOND: COST OF DIGESTER REHABILITATION PROJECT. The PARTIES agree that they will pay all costs of the DIGESTER REHABILITATION PROJECT as follows, except as outlined further in the SECOND and FIFTH Sections of this SUPPLEMENTAL AGREEMENT:

Oro Loma: 75% Castro Valley: 25%

As of August 19, 2025, conceptual plans were reviewed by the joint ORO LOMA/CASTRO VALLEY Construction Committee and were found to meet the basic requirements of both PARTIES. The \$31,500,000 cost estimate for phase one and phase two of the DIGESTER REHABILITATION PROJECT was only approximate. Notwithstanding the 75% and 25% split noted above, in a case where the construction award amount of phase one exceeds \$102,500,000, or phase two combined with phase one exceeds \$31,500,000, this SUPPLEMENTAL AGREEMENT shall terminate after 45 days, unless the SUPPLEMENTAL AGREEMENT is amended to acknowledge the acceptability of the higher bid amount.

THIRD: AWARD OF CONSTRUCTION CONTRACT. The PARTIES agree that ORO LOMA has the authority and duty to award the DIGESTER REHABILITATION PROJECT Construction Contract to the lowest responsible bidders submitting responsive bids so long as:

- CASTRO VALLEY'S phase one share of such expense does not exceed ~~Three-Two~~ Million Six Hundred Twenty Five Thousand Dollars (~~\$3,000,000~~2,625,000) and CASTRO VALLEY has no less than a 25% undivided interest in such facilities constructed as a result of this SUPPLEMENTAL AGREEMENT; or
- CASTRO VALLEY'S phase one and phase two cumulative share of the DIGESTER REHABILITATION PROJECT does not exceed Seven Million Eight Hundred Seventy Five Thousand Dollars (\$7,875,000) and CASTRO VALLEY has no less than a 25% undivided interest in such facilities constructed as a result of this SUPPLEMENTAL AGREEMENT.

FOURTH: REIMBURSEMENT OF DIGESTER REHABILITATION PROJECT COSTS. Based on the mutual agreement dated August 1, 1995, paragraphs H.(a)-H.(b) and past practices, on or before July 1st of each fiscal year, ORO LOMA shall present CASTRO VALLEY with an advance deposit invoice which should be paid by CASTRO VALLEY to ORO LOMA by the 10th of each month. The invoice is calculated based on the approved annual budget(s) for given fiscal year for Operation & Maintenance, Renewal and Replacement and Capital Improvement Project activities as related to the SEWAGE TREATMENT FACILITIES. Said advance deposit may be adjusted by ORO LOMA in the second month of the second, third, or fourth quarter of the fiscal year based upon a reconciliation of the costs (year to date expenses and encumbrances) performed quarterly and/or budget amendments approved by the ORO LOMA and CASTRO VALLEY'S Committee or Board as appropriate.

FIFTH: DIGESTER STUDY AND MASTER PLAN REQUIREMENT:

A. ORO LOMA shall prepare a digester growth study based on population figures and projections and solids loading calculations to ensure that that they the digester complex

is are appropriately sized for a minimum of 50 years as reasonably determined by CASTRO VALLEY.

B. As additional consideration for CASTRO VALLEY entering into this SUPPLEMENTAL AGREEMENT, ORO LOMA agrees to have a wastewater treatment plant Master Plan adopted by its Board of Directors prior to awarding any construction contract for phase two of the DIGESTER REHABILITATION PROJECT within two years from the date of execution of this SUPPLEMENTAL AGREEMENT. The Master Plan shall include, subject to CASTRO VALLEY'S reasonable satisfaction, [DESCRIBE WHAT WE WANT INCLUDED IN THE MASTER PLAN: an infrastructure assessment, an assessment of future needs and growth, an assessment of water quality standards (current and future), and a risk assessment]. The Master Plan shall be prepared by a professional consultant with a proven track record of preparing master plans for sewer treatment plants, and shall be selected by mutual agreement of ORO LOMA and with reasonable input from CASTRO VALLEY. If ORO LOMA awards an award of phase 2 of the DIGESTER REHABILITATION PROJECT, or otherwise indicates its intent to move forward with Phase 2, prior to adopting a Master Plan, CASTRO VALLEY has the right to immediately terminate this SUPPLEMENTAL AGREEMENT by written notice. If ORO LOMA then proceeds with Phase 2, CASTRO VALLEY will have no obligation to pay for any costs of Phase 2 of the DIGESTER REHABILITATION PROJECT until such time that ORO LOMA adopts a Master Plan. In the event that the anticipated cost to prepare the Master Plan exceeds \$ _____, ORO LOMA and CASTRO VALLEY shall meet and confer in order to agree upon changes to the scope of the Master Plan as necessary to decrease the cost. ORO LOMA shall pay 5075% of the cost to prepare the Master Plan and CASTRO VALLEY shall pay 5025% of such cost. The Parties' cost sharing obligation shall survive the termination of this Agreement.

SIXTH: MISCELLANEOUS. “Each and every one of the exhibits called for by this SUPPLEMENTAL AGREEMENT or referred to or otherwise mentioned in this SUPPLEMENTAL AGREEMENT is and will be construed to be made a part of this SUPPLEMENTAL AGREEMENT by such reference or other mention in the same manner and with the same effect as if each exhibit was set forth in full and at length each time it is referred to or otherwise mentioned. In all instances where either PARTY is required under this SUPPLEMENTAL AGREEMENT to pay any amount or do any act at a particular indicated time or within any indicated period of time, it is understood that time is of the essence. All performance dates, time schedules, and conditions precedent to exercising any right will be strictly adhered to without delay except where otherwise expressly provided. If the last day of any time period stated in the SUPPLEMENTAL AGREEMENT falls on either a Saturday or Sunday or falls on a legal holiday recognized by the United States Postal Service, then the duration of such time period will be extended so that it ends on the next succeeding day that is not a Saturday, Sunday, or legal holiday recognized by the United States Postal Service. This SUPPLEMENTAL AGREEMENT may be signed in multiple counterparts, each of which will be an original and all such counterparts

together will represent but one and the same instrument; but in making proof of this SUPPLEMENTAL AGREEMENT it will not be necessary to produce or account for more than one such counterpart. This SUPPLEMENTAL AGREEMENT becomes effective when one or more of the counterparts has been signed by each of the PARTIES and delivered to the other PARTY. This SUPPLEMENTAL AGREEMENT can only be modified by a subsequent written agreement executed by all necessary PARTIES. It is expressly agreed by the PARTIES, as a material consideration for the signing of this SUPPLEMENTAL AGREEMENT, that this SUPPLEMENTAL AGREEMENT is intended by the PARTIES to be the final, complete, and exclusive embodiment of their agreement regarding the subject matter of this SUPPLEMENTAL AGREEMENT, and there are and were, no oral representations, warranties, understandings, stipulations, agreements, promises, or any facts and circumstances surrounding the relationship of the PARTIES pertaining to this SUPPLEMENTAL AGREEMENT or any expressly mentioned written documents that are not incorporated in writing in this SUPPLEMENTAL AGREEMENT, and none will be binding. No construction or inference is to be derived from any such oral statements, prior written matter, or facts and circumstances surrounding the relationship of the PARTIES. This SUPPLEMENTAL AGREEMENT speaks for itself and no facts and circumstances outside the four corners of this SUPPLEMENTAL AGREEMENT, which are not specifically incorporated into this SUPPLEMENTAL AGREEMENT, will be used in the interpretation of this SUPPLEMENTAL AGREEMENT. This SUPPLEMENTAL AGREEMENT supplements, but does not modify prior Agreements. This SUPPLEMENTAL AGREEMENT will not be strictly construed either for or against either PARTY, but this SUPPLEMENTAL AGREEMENT will be interpreted in accordance with the general tenor of the language of this SUPPLEMENTAL AGREEMENT in an effort to reach an equitable result. No remedy or election given by any provision in this SUPPLEMENTAL AGREEMENT will be deemed exclusive unless so indicated, but each will, whenever possible, be cumulative with all other remedies in law or equity. The PARTIES acknowledge that this SUPPLEMENTAL AGREEMENT has been freely negotiated by both PARTIES and that each PARTY (and its counsel, if any) has had the opportunity to review and revise this SUPPLEMENTAL AGREEMENT and that the normal rule of construction to the effect that any ambiguities are to be resolved against the drafting PARTY will not be employed in the interpretation of this SUPPLEMENTAL AGREEMENT or any amendments or exhibits to this SUPPLEMENTAL AGREEMENT. If any one or more of the provisions contained in this SUPPLEMENTAL AGREEMENT is for any reason held to be invalid, illegal, or unenforceable under present or future laws effective during the Term in any respect, and the basis of the bargain between the PARTIES is not destroyed or rendered ineffective thereby, such invalidity, illegality, or unenforceability, to the extent possible, will not affect any other provision of this SUPPLEMENTAL AGREEMENT. Moreover, so far as is reasonable and possible, effect will be given to the intent manifested by the portion held invalid, illegal, or unenforceable. It is further the intention of the PARTIES that if any provision of this SUPPLEMENTAL AGREEMENT is capable of two constructions, one of which would render the provision invalid, illegal, or unenforceable and the other of which would render the provision valid, legal, or enforceable, then the provision will have the meaning that renders it valid, legal, or enforceable.”

In WITNESS WHEREOF, the PARTIES hereto have caused this SUPPLEMENTAL AGREEMENT to be executed by their duly authorized officers, and by their duly authorized respective legislative bodies, effective on the day and year first above written.

(Seal)

ORO LOMA SANITARY DISTRICT,
A Public Corporation,

By _____
Jimmy Dang, General Manager

Countersigned:

Secretary

(Seal)

CASTRO VALLEY SANITARY DISTRICT,
A Public Corporation,

By _____
Roland Williams, General Manager

Countersigned:

Secretary

Resolution No.

A RESOLUTION FIXING TIME AND PLACE FOR HEARING ON AMENDED ORDINANCE NO. 35, AN ORDINANCE REGULATING THE INSTALLATION AND CONNECTION OF SANITARY SEWERS, ESTABLISHING A PERMIT SYSTEM, ADOPTING A SCHEDULE OF FEES AND DEPOSITS, AND PROVIDING LIABILITIES AND PENALTIES FOR VIOLATIONS

Resolved, by the Sanitary Board of Oro Loma Sanitary District, Alameda County, California, that

WHEREAS, the Board of Directors approved implementation of a District Point of Sale Sewer Lateral Inspection Program on February 18, 2025; and,

WHEREAS, the Board of Directors desires to update and clarify the District's sewer ordinance to reflect current practices, improve consistency with District standards, revise and modernize definitions, update permitting and inspection requirements, refine provisions related to sewer lateral inspection and maintenance, incorporate backflow prevention requirements, and make other administrative and technical revisions; and,

WHEREAS, the amended ordinance was presented to and reviewed by the Construction Committee at its meeting on April 22, 2026, and will be brought to the Board for consideration for approval at its meeting of May 26, 2026.

NOW, THEREFORE, IT IS FOUND, DETERMINED AND ORDERED as follows:

1. The above recitals are true and correct.

2. Tuesday, the 26th day of May 2026 at the hour of 5:00 p.m., at the Oro Loma Sanitary District Boardroom, 2655 Grant Avenue, San Lorenzo, CA 94580, and via Zoom teleconference meeting #488-254-2320, is hereby fixed as the time and place for the hearing on the amended Ordinance 35. The Secretary shall cause to be published a notice of the hearing, at which oral or written presentations can be made, and of the filing of the report, once a week for two successive weeks prior to the date set for the hearing (with at least five days intervening between the respective publication dates, and the first publication date being not less than 14 days prior to the date set for the hearing) in the Daily Review, a newspaper of general circulation printed and published in Alameda County, there being no newspaper printed and published in the District.



I certify that the foregoing is a full, true, and correct copy of a resolution duly and regularly adopted by the Sanitary Board of the Oro Loma Sanitary District, Alameda County, California, at a meeting thereof held on the 28th day of April 2026 by the following vote of the members thereof:

AYES, Members:

NOES, Members:

ABSENT, Members:

ABSTAIN, Members:

Shelia Young, President

COUNTERSIGNED:

Rita Duncan, Secretary



AGENDA ITEM REPORT

AGENDA ITEM NO: 6.3

AGENDA DATE: April 28, 2026

Subject: Accept Project as Complete and Authorization for the General Manager to Direct the Filing of a Notice of Completion: Parking Lot Improvements Project

BACKGROUND:

At its meeting on November 26, 2024, the Board authorized the General Manager to execute an agreement with Frontline General Engineering Construction, Inc. for the Parking Lot Improvements project in the amount of \$525,644 and approved a budget amendment of \$75,000.

The project included installation of new wrought-iron fencing and access gates, demolition of existing fencing, gates, lighting, trees, curbs, asphalt, and landscaped parking lot islands, patch paving, installation of new curbs and striping, installation of new storefront windows and doors between the Administration and Engineering Buildings, and related site improvements.

As of April 6, 2026, all construction work has been completed to the satisfaction of staff and in full compliance with the approved plans and specifications.

The Construction Committee reviewed the project at its meeting of November 19, 2025, received a status update, and recommended that the project be brought back to the Board for closeout upon completion.

Contract Cost Data:

Original Contract	\$ 525,644
Change Orders	\$ 134,888
Salaries & Overhead	\$ 52,838
Professional Services	\$ 3,754
Inspections	\$ 0
Total Project Cost	\$ 717,124
Project Budget	\$ 767,000

Staff recommends that the Board accept the completed work of Frontline General Engineering Construction, Inc., authorize filing of a Notice of Completion with the County of Alameda, and authorize release of retention in accordance with the contract documents and applicable law.

ISSUES:

No known issues.

OPTIONS:

1. Approve the Project as Complete and Authorize the General Manager to Direct the Filing of a Notice of Completion.
2. Do not close the project - not recommended.

RECOMMENDED ACTION:

Accept project as complete and authorize the General Manager to direct the filing of a Notice of Completion with the County - Parking Lot Improvements Project.

ATTACHMENT(S):

[Certificate of Completion - Frontline Construction, Inc.](#)

CERTIFICATE OF COMPLETION

ORO LOMA SANITARY DISTRICT

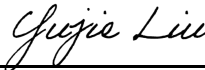
PARKING LOT IMPROVEMENTS PROJECT

I, Yujie Liu, Associate Engineer, for Oro Loma Sanitary District, Alameda County, California, do hereby certify that the work and improvements described in the contract which was entered into by and between Oro Loma Sanitary District and Frontline General Engineering Construction, Inc., dated January 12, 2025, was completed to my satisfaction on April 6, 2026.

That said work and improvements are more particularly described in the Plans and Specifications, approved by the Sanitary Board of said District on November 26, 2024.

I understand that neither the determination of completeness of the work, nor the acceptance of the work by the District, shall operate to bar claims against the Contractor under the terms of the guarantee provisions of the Contract Documents.

Dated: April 6, 2026

By: 
Yujie Liu
Associate Engineer



AGENDA ITEM REPORT

AGENDA ITEM NO: 6.4

AGENDA DATE: April 28, 2026

Subject: Authorization for General Manager to Execute an Agreement with HDR Inc. to Provide Construction Management Services for an Amount Not to Exceed \$641,900 and an Amendment with Carollo Engineers to Provide Engineering Services During Construction for an Amount Not to Exceed \$362,951: Digester Rehabilitation Project Phase 1

BACKGROUND:

The Digester Rehabilitation Project Phase 1 provides for demolition of existing digesters and associated piping, construction of a new sludge thickening facility, installation of a new dual-membrane digester gas holder, and improvements to related appurtenances. The total project budget for Phase 1 is \$12.1 million.

The District received five proposals to provide construction management services for the project. Following evaluation of the proposals, HDR Inc. was identified as the highest-ranked firm. Staff negotiated scope and fees with HDR Inc. for construction management services for a not-to-exceed amount of \$641,900.

Staff negotiated scope and fees with Carollo Engineers, the project designer, to provide engineering services during construction for the project for a not-to-exceed amount of \$362,951. Scope of work includes reviewing contractor submittals, responding to requests for information, evaluating field conditions, and confirming that the work is constructed in accordance with the design intent and contract documents. Staff recommends retaining Carollo Engineers for these services due to their familiarity with the project and specialized knowledge of the design.

The Construction Committee reviewed this item at its meeting on April 22, 2026, and recommended it to be presented to full Board for approval.

ISSUES:

No known issues.

OPTIONS:

1. Authorize General Manager to execute an agreement and an amendment as shown.
2. Do not authorize - not recommended.

RECOMMENDED ACTION:

Authorize General Manager to execute an agreement with HDR Inc. to provide Construction Management services for a not-to-exceed amount of \$641,900 and execute an amendment with Carollo Engineers to provide Engineering Services During Construction for a not-to-exceed amount of \$362,951: Digester Rehabilitation Project Phase 1



AGENDA ITEM REPORT

AGENDA ITEM NO: 6.5

AGENDA DATE: April 28, 2026

Subject: Adopt a Resolution Authorizing the General Manager to Execute an Agreement with Myers & Sons Construction, LLC in the Amount of \$6,876,000 and Reject Bid Protest: Digester Rehabilitation Project

BACKGROUND:

This project includes demolition of existing digesters and associated piping, construction of a new sludge thickening facility utilizing rotary drum thickeners (RDTs), and installation of a new dual-membrane digester gas holder. The project also includes an optional bid item for the demolition of the decommissioned Digester No. 1.

Originally, the project was designed to include a sludge blending tank and odor control system connected to the District's existing gravity belt thickener. During design, this approach was determined to be less efficient, requiring additional pumping, higher energy use, and reliance on a single piece of equipment, thereby reducing system reliability. As a result, the project was paused in January 2024 to evaluate alternatives. Staff ultimately recommended the use of three rotary drum thickeners, which provide built-in redundancy, eliminate the need for a blending tank and odor control system, reduce energy consumption, and improve overall system reliability and resilience.

The three RDTs were pre-purchased from Andritz Separation Technologies, Inc. on July 1, 2025, at a cost of \$1,498,696. This approach resulted in an estimated savings of approximately \$700,000 compared to the original design while providing a more effective technical solution. The project includes an alternate bid item to assign the pre-purchase agreement to the General Contractor to allow for coordination of submittals, delivery, installation, testing, and commissioning of the equipment.

The bid schedule was structured into three components: Base Bid, Alternate A, and Alternate B. The Base Bid includes demolition of Digesters Nos. 2 and 5, construction of the sludge thickening facility, installation of the dual-membrane digester gas holder, and associated appurtenances. Alternate A includes demolition of Digester No. 1. Alternate B includes assignment of the RDT pre-purchase agreement to the General Contractor.

On April 16, 2026, the District received five bids for the Phase 1 project. Myers & Sons Construction, LLC. is the apparent low bidder with a base bid of \$5,167,804, Alternate A of \$207,000, and Alternate B of \$1,501,196, for a total bid of \$6,876,000. This is significantly below the Engineer's Estimate of \$8,643,696.

BIDDER	Base Bid	Alternate A	Alternate B	Total
Engineer's Estimate	\$6,370,000	\$730,000	\$1,543,696	\$8,643,696
Myers & Sons Construction, LLC.	\$5,167,804	\$207,000	\$1,501,196	\$6,876,000
GSW Construction	\$5,333,381	\$208,000	\$1,609,696	\$7,151,077
GSE Construction	\$5,559,004	\$560,300	\$1,582,196	\$7,701,500
C. Overaa & Co.	\$6,058,000	\$439,000	\$1,723,000	\$8,220,000
W.M. Lyles Co.	\$6,564,550	\$425,000	\$1,718,696	\$8,708,246

Staff has reviewed the bid packages, completed reference checks, and evaluated bidder responsiveness. Based on this review, Myers & Sons Construction, LLC. has been determined to be the lowest responsible and responsive bidder.

The District received a bid protest regarding the apparent low bidder. The protest was timely received and asserted that the bidder's proposal was non-responsive and that the bidder should be deemed non-responsible. The District's legal counsel reviewed the protest and supporting materials. Counsel and staff determined Myers & Sons Construction, LLC's bid to be responsive and the bid protest to not have sufficient merit for consideration.

Furthermore, staff reviewed the contractor's qualifications and references and determined that Myers & Sons Construction, LLC. is a responsible bidder with the experience and capability to successfully complete the project.

The total Phase 1 project budget is approximately \$12.1 million, which includes construction, construction management, and engineering support during construction. Staff has also negotiated a construction management services agreement with HDR Inc. for a not-to-exceed amount of \$641,900 and engineering services during construction with Carollo Engineers for a not-to-exceed amount of \$362,951. Staff has also negotiated a construction management services agreement with HDR Inc. for a not-to-exceed amount of \$641,900 and engineering services during construction with Carollo Engineers for a not-to-exceed amount of \$362,951.

The Construction Committee reviewed this item at its meeting on April 22, 2026, and recommended that the project be brought to the full Board for authorization to execute an agreement.

ISSUES:

No known issues.

OPTIONS:

1. Approve the award of the project to the low bidder and reject all bid protests.
2. Reject all bids - not recommended

RECOMMENDED ACTION:

Adopt a resolution authorizing the General Manager to execute an agreement with Myers & Sons Construction, LLC for an amount not to exceed \$6,876,000 and reject bid protest:
Digester Rehabilitation Project

ATTACHMENT(S):

[Resolution, Digester Rehabilitation Project Phase 1](#)

Resolution No.

RESOLUTION OF THE BOARD OF DIRECTORS OF THE ORO LOMA SANITARY DISTRICT AUTHORIZING THE GENERAL MANAGER TO EXECUTE AN AGREEMENT WITH MYERS & SONS CONSTRUCTION, LLC FOR THE DIGESTER REHABILITATION PROJECT (PHASE 1) AND REJECTING ALL BID PROTESTS

Resolved, by the Sanitary Board of Oro Loma Sanitary District, Alameda County, California, that

WHEREAS, the Digester Rehabilitation Project (Phase 1) includes demolition of existing digesters and associated piping, construction of a new sludge thickening facility utilizing rotary drum thickeners (RDTs), installation of a new dual-membrane digester gas holder, and includes alternate bid items for demolition of Digester No. 1 and assignment of the District's pre-purchase agreement for RDT equipment to the General Contractor; and,

WHEREAS, the District received five bids for this project and publicly opened bids on April 16, 2026, with bids ranging from \$6,876,000 to \$8,708,246, and Myers & Sons Construction, LLC is the apparent low bidder with a total bid of \$6,876,000; and,

WHEREAS, the District received a timely bid protest asserting that the apparent low bidder's proposal was non-responsive and that the bidder should be deemed non-responsive; and,

WHEREAS, a determination of responsiveness must look solely at the bid itself and may not rely on any external information or investigation; and,

WHEREAS, the District's legal counsel reviewed the bid protest and supporting materials and determined that the bid submitted by Myers & Sons Construction, LLC is responsive and that the protest does not have sufficient merit for consideration; and,

WHEREAS, staff reviewed references and qualifications for Myers & Sons Construction, LLC and determined the contractor to be responsible and qualified to perform the work; and,

WHEREAS, the Board desires to reject the bid protest and award the contract to Myers & Sons Construction, LLC as the lowest responsible and responsive bidder.

NOW, THEREFORE, IT IS FOUND, DETERMINED AND ORDERED as follows:

1. The above recitals are true and correct.
2. Myers & Sons Construction, LLC is determined to be a responsible bidder and its bid is deemed responsive. The bid protest is hereby rejected.

3. The Board of Directors authorizes the General Manager to execute an agreement with Myers & Sons Construction, LLC for the Digester Rehabilitation Project (Phase 1) in an amount not to exceed \$6,876,000.



I certify that the foregoing is a full, true, and correct copy of a resolution duly and regularly adopted by the Sanitary Board of the Oro Loma Sanitary District, Alameda County, California, at a meeting thereof held on the 28th day of April 2026 by the following vote of the members thereof:

AYES, Members:

NOES, Members:

ABSENT, Members:

ABSTAIN, Members:

Shelia Young, President

COUNTERSIGNED:

Rita Duncan, Secretary

**Oro Loma Sanitary District
MEMORANDUM**

TO: Board of Directors

FROM: Jimmy Dang, General Manager

DATE: April 22, 2026

SUBJECT: CITIZENS ADVISORY COMMITTEE INFORMATION REQUEST

Summary

At the direction of the Board, staff evaluated the feasibility of establishing a Citizens Advisory Committee (CAC) to increase public engagement. Based on research and comparison with peer agencies, a CAC could provide an additional avenue for community input; however, it would require a meaningful investment of staff time and resources to establish and maintain, with uncertain levels of participation.

Given the District's existing meeting structure and opportunities for public participation, staff recommends prioritizing efforts to increase awareness of and participation in existing meetings. This approach provides a more immediate and cost-effective opportunity to improve engagement.

Staff recommends revisiting the concept of a CAC in the future after evaluating the effectiveness of these efforts and determining whether an additional advisory body is warranted.

Discussion

At its meeting on November 18, 2025, the Board of Directors discussed the potential creation of a Citizens Advisory Committee (CAC) as a means to increase public engagement. Following that discussion, the Board directed staff to conduct additional research and return with additional information. Key questions raised included:

- What is the mission of a CAC?
- What value does a CAC bring to an agency?
- What is the time commitment required to operate a CAC?
- What costs or resources are necessary to establish a CAC?
- What is the return on investment?

To inform this analysis, staff reviewed the CAC at Castro Valley Sanitary District due to its proximity, similarity in services, and its long-established CAC program. The research focused on understanding CVSan's mission, organizational structure, time commitments, and the potential benefits and challenges associated with implementing a similar program at Oro Loma.

Mission & Purpose

CVSan has a long-standing CAC. According to the CAC guidelines, the CAC is driven by the following mission and purpose:

- Represent the community's interests in an independent body by providing a voice directly to CVSan staff and CAC liaison and serving as a method to ensure organizational transparency.
- Provide CAC members with an opportunity for community involvement by providing feedback that is valued by the Board and staff, and may have an impact on CVSan projects, programs, and services, and to and for the community.

These objectives highlight the value of creating a formal channel for public input outside of traditional Board meetings. A CAC can provide perspectives that staff and elected officials may not otherwise receive through routine operations. It also creates a dedicated forum for dialogue, which may improve public understanding of District activities and build trust within the community.

At the same time, the role of the CAC must be clearly defined. Its purpose is advisory in nature, and its effectiveness depends on aligning its scope with areas where public input is most meaningful and appropriate.

Value

The District's primary responsibility is to provide reliable, uninterrupted wastewater and solid waste services. Ratepayers have an inherent interest in understanding how their rates are used and how decisions are made. A CAC could provide an additional structured avenue for customers to engage with the District and provide feedback.

However, it is important to distinguish between areas where public input adds value and areas that require technical expertise. For example, infrastructure projects are managed by trained staff and consultants based on engineering standards, regulatory requirements, and operational considerations. In these cases, public input is often more valuable in shaping outreach, communication, and customer understanding rather than influencing technical design or implementation.

Historically, public participation at Oro Loma has been modest, which is consistent with many local agencies. A CAC could help increase engagement, but participation levels are not guaranteed. Encouraging input on discretionary programs—such as community initiatives, outreach efforts, or service enhancements—may provide more practical opportunities for community feedback than seeking input on core operational requirements.

Ultimately, the value of a CAC depends on the level of participation, the quality of feedback, and the District's ability to incorporate that feedback into decision-making processes.

Time Commitment

Establishing and maintaining a CAC would require significant and ongoing time commitment from staff. Unlike existing committees made up of Board members, a CAC would introduce a new advisory body composed of community members, requiring additional coordination, support, and oversight.

From an implementation perspective, staff would need to develop foundational materials, including a CAC handbook, guidelines, roster, appointment process, annual workplan, and rules of order consistent with the Ralph M. Brown Act. CAC members would also require onboarding and training to understand their roles, responsibilities, and legal requirements related to public meetings and transparency. This initial effort would be substantial and front-loaded in the first year.

Ongoing responsibilities would mirror those of existing Board and committee meetings. Staff would be responsible for preparing agendas, coordinating with members, developing supporting materials, attending meetings, and preparing meeting minutes. Additional time may also be required to respond to CAC recommendations, provide follow-up information, and coordinate items that may be elevated to the Board for consideration.

Current Meeting Commitments

- **Oro Loma Sanitary District (OLSD):**
 - Board of Directors Meetings (2 per month)
 - Board Workshops (1 per month)
 - Solid Waste Committee
 - Personnel Committee
 - Construction Committee
 - Operations Committee
 - Finance & Insurance Committee
 - *Total: Approximately 8 meetings per month*

These meetings require consistent staff involvement across multiple departments. In many cases, the same staff support multiple committees, which compounds the overall time commitment.

- **Castro Valley Sanitary District (CVSan):**
 - Board of Directors Meetings (monthly)
 - Business Services Committee (every other month)
 - Communications Committee (every other month)
 - Finance Committee (every other month)
 - Operations & Maintenance Committee (every other month)
 - Programs Committee (every other month)
 - Construction Committee (every other month)
 - CAC Meetings (every other month)
 - *Total: Approximately 4 meetings per month on average*

CVSan's structure distributes committee meetings on an every-other-month basis, which reduces the monthly workload and allows staff to manage a broader committee structure more efficiently.

Adding a CAC at Oro Loma would increase the number of meetings requiring staff support. Even if held every other month, the CAC would still require significant preparation, coordination, and follow-up. Given the District's current meeting schedule, this additional workload would be meaningful and may require reprioritization of existing responsibilities or additional staffing resources.

Costs

The primary costs associated with establishing and maintaining a CAC are tied to staff time and administrative resources. While CAC members are typically volunteers, the support required to facilitate meetings is comparable to that of Board and committee meetings.

At CVSan, CAC meetings are attended by senior staff, including the General Manager, District Secretary, and multiple department supervisors. This level of staffing reflects the need to provide accurate information, respond to questions, and ensure effective communication during meetings.

In addition to ongoing meeting support, there are upfront costs associated with program development. These include preparing the CAC handbook, establishing policies and procedures, managing the recruitment and appointment process, and supporting a committee that could include up to 12 members.

While these costs may not always be reflected as direct expenditures, they represent a significant allocation of staff time and organizational resources.

Return on Investment

The return on investment (ROI) for a CAC is inherently subjective and depends on several factors, including participation levels, the quality of feedback, and the extent to which that feedback influences District decisions.

A CAC has the potential to improve transparency, strengthen community relationships, and provide valuable input on District initiatives. However, these benefits are difficult to quantify and may vary over time.

It is also important to consider the District's existing opportunities for public engagement. Oro Loma currently provides multiple public meetings each month where community members can attend, receive information, and provide input. These existing forums require a significant investment in staff time and resources.

Given this, there may be an opportunity to first increase the effectiveness of current engagement efforts by enhancing outreach, improving communication, and encouraging

greater participation in existing meetings. This approach could improve public input without requiring the additional resources needed to establish and maintain a CAC.

Revisiting the concept of a CAC after evaluating the success of these efforts may provide a clearer understanding of its potential value and return on investment.

Conclusion and Recommendation

The establishment of a Citizens Advisory Committee (CAC) could provide an additional forum for public input and may enhance transparency. However, the overall benefit to the District is uncertain and would depend on sustained community participation and the value of feedback received.

Based on staff's evaluation, the creation of a CAC would require a meaningful and ongoing commitment of staff time and resources, both in the initial development of the program and in its continued operation. Given the District's existing meeting schedule, staffing levels, and current workload, adding a new advisory body would increase demands on staff and may impact the District's ability to effectively manage its current responsibilities.

Additionally, Oro Loma provides multiple opportunities for public engagement through its Board and committee meetings. These existing forums have historically seen limited participation, suggesting that increasing awareness and engagement within the current structure may be a more immediate and practical approach.

For these reasons, staff recommends prioritizing efforts to enhance outreach and encourage greater participation in existing public meetings at this time. This approach allows the District to build on current resources while evaluating whether additional structures are necessary.

Staff also recommends revisiting the concept of a CAC in the future, particularly if increased public engagement indicates a need for a more formal advisory body or if conditions evolve to support its successful implementation.

Attachment: CVSan Community Advisory Committee Meeting Agenda packet for January 8, 2026



COMMUNITY ADVISORY COMMITTEE (CAC) MEETING AGENDA THURSDAY, JANUARY 8, 2026, 6:00 P.M.

Location: In-person at Castro Valley Sanitary District's (CVSan's) Office, 21195 Center Street, Castro Valley, CA and via Teleconference – Please see below.

MEETING INFORMATION:

- The CAC meeting will be held in person at CVSan's Office. The CAC will only accept comments from the public attending in-person. As a courtesy and technology permitting, the meeting will also be held virtually via Zoom Video Conference, but no public comment will be allowed via the Zoom Video Conference (please see connection information below) except under the exception noted below. CVSan cannot guarantee that the public's access to the Zoom virtual platform will be uninterrupted, and technical difficulties may occur from time to time. In those instances, so long as the public may still attend the meeting in person, the meeting will continue.
- Exception: In the event a CAC Member is participating remotely under the Brown Act, CVSan will accept comments from the public attending via Zoom Video Conference and will stop the meeting if there is any technology disruption consistent with the Brown Act's requirements.

CONNECTING TO TELECONFERENCED MEETING:

- At the noticed date and time listed above, the Zoom Webinar is accessible for observation only (no public comment will be allowed) at the following web address:
<https://us02web.zoom.us/j/82697376921?pwd=wETscOn3dRQDLpUAQVmwSZC1dFDcKm.1>
- You may also listen to the meeting via telephone by calling: (669) 900-9128. Enter Webinar ID number 826 9737 6921#. There is no participant number. Enter password number 935434#.
- If you experience connectivity issues when joining the meeting, please contact Edward La Grange, Application Support Specialist at (510) 504-2210 or edward@cvsan.org.

ACCESSIBILITY INFORMATION:

CAC meetings are accessible to people with disabilities in compliance with the Americans with Disabilities Act of 1990, and to others who need assistance. Individuals who need special assistance to participate in a CVSan meeting should contact Purvi Solanki, Clerk of the Board at (510) 756-3100 or purvi@cvsan.org at least 48 hours prior to the meeting to ensure reasonable arrangements can be made to provide accessibility to the meeting.

- 1. Call meeting to Order – 6:00 p.m.**
- 2. CAC Member Introductions.**
- 3. Introduction of CVSan’s new Outreach Specialist, Ryan McGeary.**
- 4. Regular Business.**
 - A. Items from the Public. The public in attendance may speak on any matter within the jurisdiction of the Committee, limited to three minutes per speaker. (5 mins.)
 - B. December 2, 2025 Regular Board Meeting Minutes. (Review)
 - C. December 9, 2025 Special Board Meeting Minutes. (Review)
 - D. November 13, 2025 CAC Meeting Minutes. (Action)
 - E. 2026 Event Sign-Up Sheet. (Mike - 5 mins.)
 - F. Recommendations Sheet Review. (Mike – 2 mins.)
 - G. Committee Guidelines Term Limits, and CAC Role Review. (Kristy – 5 mins.)
 - H. CAC Handbook Review. (Purvi – 3 mins.)
 - I. Elect a new Chair and Vice-Chair for 2026. (Action) (5 mins.)
 - J. Finalize January – December 2026 Work Plan. (Review)
- 5. Informational Updates: (Q and A).**
 - A. Schools Programs, Reusables. (Jordan – 5 mins.)
 - B. Senate Bill (SB) 1383. (Naomi – 5 mins.)
 - C. Alameda County Industries (ACI) Services and Events. (Jordan, Naomi – 5 mins.)
 - D. What Goes Where in Recycling, Organics, and Garbage? (Jordan, Naomi – 5 mins.)
- 6. Items for Feedback and Recommendations.**
 - A. List of Accomplishments Improvement (Recommendation to the Board) (Roland – 10 mins.)
 - B. Lateral Replacement Grant Program (LRGP)/Low Income Program. (Roland – 10 mins.)
 - C. Pipeline Adjustments. (Mike – 5 mins.)
- 7. New Recommendation Review.**
- 8. Upcoming CAC Meeting on March 12, 2026.**
- 9. Miscellaneous Comments from Board, Committee Members, and staff.**
- 10. Adjournment.**

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS OF THE
CASTRO VALLEY SANITARY DISTRICT
HELD ON DECEMBER 2, 2025**

[1. Call to Order, Roll Call, and Pledge of Allegiance.]

The regular meeting of the Board of Directors of the Castro Valley Sanitary District (CVSan) was called to order by President (Dooman) Woerz at 6:31 p.m. Tuesday, December 2, 2025, at CVSan's main office, located at 21195 Center Street. The Pledge of Allegiance was led by President (Dooman) Woerz.

ROLL CALL

PRESENT: DIRECTORS Daniel Akagi, Kristy (Dooman) Woerz, Ralph Johnson, Timothy McGowan, and Dave Sadoff

ABSENT: None

LATE: None

Staff in attendance:

Roland Williams, General Manager (GM)

Christopher Diaz, Legal Counsel

Purvi Solanki, Clerk of the Board

Kevin Dip, Collection System Maintenance Supervisor (CSMS)

Stacy Marcoux-Powell, Business Services Supervisor (BSS)

Michael Nelson, Public Outreach Specialist

[2. President's Comments.]

President (Dooman) Woerz stated that she had attended the Special District Leadership Academy in Seaside along with some of CVSan's Board Members and GM Williams. She noted that they received recognition for their participation and explained that the training was part of the final requirement that was needed to submit the application for the District of Distinction accreditation with the Special District Leadership Foundation..

[3. Consent Calendar.]

The Consent Calendar contained:

- A. Minutes of the Special Board meeting on October 14, 2025.**
- B. Minutes of the Regular Board meeting on November 4, 2025.**
- C. List of Check Disbursements for October 2025.**

- D. **Monthly Report on District Investments and Deposits for October 2025.**
- E. **Monthly Statement of Revenue & Expenses for July 2025.**
- F. **Monthly Statement of Net Position with Previous Month Changes for July 2025.**
- G. **Business Services (BS) Department Report for October 2025.**
- H. **Capital Improvements Projects Report for October 2025.**
- I. **Zero Waste (ZW) Department Report for October 2025.**
- J. **Donation and Supply Request Report for October 2025.**
- K. **Report of O&E Building Project Committee Meeting for October 13, 2025.**
- L. **Report of Communications Committee Meeting for October 16, 2025.**
- M. **Report of Wastewater Committee Meeting for October 28, 2025.**
- N. **Report of Oro Loma Sanitary District (OLSD) Construction Committee Meeting on October 22, 2025.**
- O. **Report of East Bay Dischargers Authority (EBDA) Commission Meeting on October 16, 2025.**

President (Dooman) Woerz asked if there were any items from the Consent Calendar to be pulled or discussed. There were none.

There being no further discussion, a motion was made by Member Akagi to accept the Consent Calendar. The motion was seconded by Member Sadoff and passed on a 5 – 0 vote.

[4. Board Event Attendance Approval.]

- A. **For four Board Members who attended CVSan’s Community Advisory Committee (CAC) Appreciation Dinner Meeting, Thursday, November 13, 2025.**

There being no discussion, a motion was made by Member McGowan to approve Board Member attendance at the CAC Appreciation Dinner Meeting. The motion was seconded by Member Akagi and passed on a 5 – 0 vote.

[5. Board Expenditures Approval for the month of November 2025.]

There being no discussion, a motion was made by Member McGowan to accept the Board Expenditures for the month of November. The motion was seconded by Member Akagi and passed on a 5 – 0 vote.

[6. Items from the Public.]

There were no members of the public in attendance.

[7. Regular Calendar.]

A. Wastewater (WW) Department Report for October 2025.

GM Williams stated that the WW Department Report is pulled from the Consent Calendar when there is a sanitary sewer overflow (SSO) or when minimum footage requirements for maintenance and inspection have not been met.

CSMS Dip referred to the WW Department Report and noted that the Department had met the required maintenance of 41,000 feet. He reported there was an SSO on the morning of October 6th at 19410 Carlton Avenue with intermittent discharge occurring when staff arrived on the scene. A closed-circuit television (CCTV) inspection showed the cause was root blockage, the same as had been discovered in the prior month. He noted there was a riser at the upstream access point and a second riser downstream and this presented a significant challenge to access the line. He reported that this location had been placed on a nine-month maintenance schedule, and that the intermittent spill had been cleaned up and the yard had been restored to its previous condition.

Member Sadoff inquired about the malfunction with the on-call phone and the resident having messaged about the incident on Facebook. CSMS Dip explained that each staff in the CSM Department now had a CVSan-provided phone and that the on-call line was forwarded to whomever was on the rotation for taking calls each week. He stated that when this service call was received, there was a temporary malfunction with the on-call phone system. CSMS Dip added that he had been notified about the Facebook message, by POS Nelson, and had tested calling the on-call phone, confirming that it did not work. He stated that as a correction, an additional step that will be taken going forward is to call and test the phone line after it is forwarded to the new person on rotation.

There being no further discussion, a motion was made by Member Johnson to accept the WW Department Report for October. The motion was seconded by Member Sadoff and passed on a 5 – 0 vote.

B. Approval of Community Advisory Committee (CAC) Nominations for the two-year term of January 1, 2026 – December 31, 2027.

GM Williams noted there were potentially three new nominations and three renominations for the CAC, and he noted that there were a few CAC Members who self-decided not to return the next year. He stated the Board is asked to decide on the slate of candidates listed in the memorandum (memo).

Member Sadoff stated that he was amused when reviewing the Forms of Interest, that applicant Nathan Pallo stated he would dress up as one of the 3Ps – Pee, Poop, or Toilet Paper. GM Williams stated Mr. Pallo was very energetic and thinks he would be good for the CAC. He added that having some diversity on the CAC would be great. President (Dooman) Woerz noted that Mr. Pallo was from ForestR and she had recommended that he should apply to the CAC.

There being no further discussion, a motion was made by Member Johnson to accept the nominations and renominations of CAC Members for 2026-2027. The motion was seconded by Member Akagi and passed on a 5 – 0 vote.

C. Board Committee Assignments for 2026.

GM Williams presented the Board Committee assignments outlined in the memo. Member Johnson noted that Member McGowan had come up with the schedule some years ago and that it had been working well. Some discussion ensued about whether the appointments should be made in the January meeting. GM Williams stated the Board can provide feedback or confirm the assignments, noting that waiting to do so until the January Board meeting would hold up the scheduling of meeting dates. Member Johnson, as the Board President Pro Tem, stated it could be considered approved since there were no protests. BSS Marcoux-Powell noted that in the future this item could be presented in November to be approved in December.

Board President Pro Tem Johnson approved the assignments for Committees for 2026 according to the list provided.

D. 2026 Board Meeting Agenda Item List.

GM Williams noted that the Board Meeting Agenda Item List was a planning document which changed as needed. He stated that items go to a committee first before being presented at a Board Meeting, and that this list helps staff with agenda planning.

Member McGowan noted that the August Board Meeting conflicts with the California Association of Sanitation Agencies (CASA) Annual Conference. Clerk of the Board Solanki stated staff had noted this and proposed the August Regular Board Meeting be moved to August 11th..

GM Williams noted that a hiatus for the September meeting had been discussed but that none is planned, and that his sense was this was the Board's preference.

E. 2026 Events Eligible for Board Participation.

- 1. Framework Outreach Evaluation.**
- 2. List of Events for Board Member Compensation.**

GM Williams stated that the list of events had been removed from CVSan's written policy so that a list of events can be presented to the Board each year. He added that if more events are added during the year, they will be brought to the Board for Board attendance approval.

Member McGowan recommended a revision to the memo to clarify that one Board Member may attend for each Green Ribbon Schools presentation.

President (Dooman) Woerz noted that it was not possible to sign up for both the Earth Day and Recycles Day events. GM Williams stated the memo allows for up to five Board Members to attend each event and not all five must attend. He also noted that a limit had never been set for how many Board Members can attend the Custodian Recognition event. Member McGowan noted that there was value for full Board participation at the Custodian Recognition event, as the event provides an opportunity to engage with participants.

BSS Marcoux-Powell noted that the Alameda County Special Districts Association (ACSDA) Dinner Meeting is already included in Policy 4090 and should not have been listed on the memo.

President (Dooman) Woerz asked if there was an action for Agenda Item E.1. GM Williams confirmed there was no action for that item.

There being no discussion, a motion was made by Member McGowan to accept the list of events for 2026. The motion was seconded by Member Sadoff and passed on a 5 – 0 vote.

F. Annual Digital Performance Report For Fiscal Year 2024/25.

POS Nelson stated there was a reduced budget for digital outreach during fiscal year (FY) 2024/25 and that the resulting declines with performance were a result of this. He noted that digital platforms continue to be cost effective and even with a reduced budget, had increased by 226 followers which was very significant for a wastewater agency.

POS Nelson reported that staff had reviewed the list of email addresses for recipients of the newsletter and doing so had increased the open rate for email marketing. He reported there had been an equivalent of 141 full days of viewing time on CVSan's videos on YouTube. He noted that marketing never stops on this platform and CVSan's message is communicated 24 hours per day. He also reported that a user experience (UX) audit showed people stay on CVSan's webpage for longer.

POS Nelson reported on challenges, which will include further improvements to refresh design and content on CVSan's website, as well as an increase to the advertising (ad) budget for ad buys. He added that with the hire of a new Outreach Technician, CVSan will start producing videos in-house which will lead to significant cost savings.

POS Nelson reported CVSan will also look into short message service (SMS) text messaging. He added that the platform could help with scheduling for easement work, and coordinating inspections with food service establishments (FSEs), as well as help CVSan to communicate better with customers overall. POS Nelson stated CVSan has seen significant progress with digital initiatives and that work in this area is crucial for CVSan's future success.

Member Sadoff inquired about the timing of the most recent video release. POS Nelson stated it was a year ago and noted that following the completion of outreach evaluations, staff will focus on next steps and new videos. Member Sadoff noted that staff and Board Members at StopWaste have praised CVSan's videos. POS Nelson expressed appreciation for the feedback.

President (Dooman) Woerz noted that the budget for digital communication was not reduced due to not wanting to spend on digital outreach, but so CVSan could implement the Communications Framework and evaluations.

G. Resolution No. 3591 – *Accepting Mainline Sanitary Sewer Facilities in Tract Map 8630 (3765 Castro Valley Boulevard).*

GM Williams stated this resolution was for the KB Homes Project, which was formerly the City Ventures Project. He reported that the Board had approved the plans and specifications in June 2023 and that the project was now completed. He explained that all of the sewer lines were individual and came out on Norbridge Avenue. He stated that this Resolution is the process where the Board accepts the asset and it becomes the property of CVSan.

Member Johnson inquired if CSMS Dip has visited the site to assess how easy it is to access the lines. CSMS Dip stated he had not. GM Williams stated that the former Collection System Maintenance Supervisor had given some input on where the maintenance holes are, but noted the area is still tight. He stated it will matter how well people adhere to parking rules and if this is well managed, where the facilities are located will be acceptable.

There being no further discussion, a motion was made by Member Sadoff to adopt Resolution No. 3591. The motion was seconded by Member Akagi and passed on a roll call vote 5 – 0.

ROLL CALL
AYES: DIRECTORS Akagi, (Dooman) Woerz, Johnson, McGowan, and Sadoff
NOES: None
ABSENT: None
ABSTAIN: None
MOTION CARRIED.

H. Emergency Project – *Sewer Pipeline Assets Adjacent to Pump Station No. 1 Located In An Easement on 22438 Moyer Street.*

GM Williams stated this item will be on each agenda until the project is completed. He provided updates, which included that the Notice to Proceed for BKF Engineers had been signed and that they had started design and survey work. He recalled a discussion

at a committee meeting about the coming rainy season and to check the site for further erosion, which had not been done, but noted it will be done soon.

Member Sadoff inquired if it would be possible to prop the assets back up if they were in imminent danger of collapse. GM Williams stated he was not sure if that would be possible. GM Williams inquired if the Board would recommend for the homeowner to take any action. Member Akagi recommended that staff take CVSan's trailer into the backyard, dig a hole and check the assets. Member Johnson noted that even if the homeowner attempted to do anything, their ability to do any work would require permits, which could also take time.

I. Draft Revisions to Policy No. 1010 – Adoption and Amendment of Policies.

BSS Marcoux-Powell stated the intention of the updates to Policy No. 1010 is to outline the process for changes to policies. She stated the main revision is the recommendation for decoupling appendices from policies, for a more efficient use of time by staff and the Board. She stated that staff proposes the GM be given the discretion to implement revisions to appendices, and noted the GM could still recommend appendices be brought to the Board when circumstances warranted it.

Member Sadoff referred to Section 1010.1.2.5 and recommended adding additional language where it states, “the draft policy implicates”. He noted that new policies are reviewed by the Operating Engineers Local 3 (Union), and then brought back to the Board. GM Williams advised that policies are sent to the Union when it is an item that concerns them. Legal Counsel Diaz also stated that there was a requirement for it to be presented to the Union when a change is related to employment and labor.

There being no further discussion, a motion was made by Member Johnson to approve the updates to Policy No.1010 as presented. The motion was seconded by Member Sadoff and passed on a 5 – 0 vote.

J. Draft Revisions to Policy No. 3510 – Local Checking Account.

BSS Marcoux-Powell stated the changes to Policy No. 3510 were reviewed by the Finance Committee and Business Services Committee. She highlighted some of the revisions, including a change in Section 3510.5 where the dollar amount for a one signature check had been increased from \$10,000 to \$25,000. She also stated that clarifying language had been added in Section 3510.2 to note how Board and staff on the account are bonded; and in Section 3510.4 to define the process for staff who are signers on the account.

Member Sadoff requested a revision to Section 3610.2 where he stated, “signature ability” should be updated to “signature authority.”

There being no further discussion, a motion was made by Member Akagi to approve the updates to Policy No. 3510 including the revision to Section 3610.2. The motion was seconded by Member Johnson and passed on a 5 – 0 vote.

[8. *Miscellaneous Comments from Board Members and staff.*]

Clerk of the Board Solanki provided a reminder about the Special Board Meeting next Tuesday, December 9th. She also noted that a travel memo will be provided soon to Board Members attending the CASA Winter Conference from January 13th – 16th. She also provided a reminder about the January ACSDA Membership meeting and noted the meeting was moved to January 21st and the meeting would be held at CVSan and hosted by Oro Loma Sanitary District.

GM Williams congratulated Member Akagi on his retirement.

Member Sadoff stated he had attended the SDLF training and found it to be very helpful. He noted that the financial aspects of the training were great and included training about what questions to ask an auditor.

Member Akagi stated he had also attended the SDLF training. He stated the Board regularly receives a lot of information from GM Williams which made some of the training feel like a review. Member Akagi also shared that he will be a grandfather in May and the Board congratulated him.

Member Johnson stated his recovery was going well and that he had driven himself to the meeting. He stated his full recovery will not be until January.

A 10-minute break was taken at 7:42 p.m.

[9. *Adjournment to Closed Session (one item).*]

- A. The Board may adjourn to Closed Session pursuant to Government Code Section 54957.6 for the purpose of instructing its designated representatives, GM Williams, Business Services Supervisor Stacy Marcoux-Powell, and Labor Negotiator Patrick Clark, in preparation of upcoming labor negotiations with Operating Engineers, Local #3 (Union).**

[10. *Reconvene to open meeting and report on any action taken in Closed Session.*]

President (Dooman) Woerz referred to Agenda Item 9.A. and stated no action was taken.

[11. Adjournment of Meeting.]

There being no further business to come before the Board, a motion was made by Member Johnson to adjourn the meeting at 8:56 p.m. The motion was seconded by Member Akagi and passed on a 5 – 0 vote.

Respectfully submitted,

Timothy McGowan,
Secretary of the CVSan Board

**MINUTES OF THE SPECIAL MEETING
OF THE BOARD OF DIRECTORS OF THE
CASTRO VALLEY SANITARY DISTRICT
HELD ON DECEMBER 9, 2025**

[1. Call to Order, Roll Call, and Pledge of Allegiance.]

The special meeting of the Board of Directors (Board) of the Castro Valley Sanitary District (CVSan) was called to order by President (Dooman) Woerz at 6:30 p.m. Tuesday, December 9, 2025, at CVSan's main office, located at 21195 Center Street. The Pledge of Allegiance was led by President (Dooman) Woerz.

ROLL CALL

PRESENT: DIRECTORS Daniel Akagi, Kristy (Dooman) Woerz, Ralph Johnson, Timothy McGowan, and Dave Sadoff

ABSENT: None.

LATE: None.

Staff in attendance:

Roland Williams, General Manager (GM)

Purvi Solanki, Clerk of the Board

Naomi Lue, Zero Waste Supervisor (ZWSup)

Kevin Dip, Collection System Maintenance Supervisor (CSMS)

Evan Choy, Associate Engineer (AE)

Stacy Marcoux-Powell, Business Services Supervisor (BSS)

[2. President's Comments.]

President (Dooman) Woerz stated her appreciation for the opportunity to serve as the Board President and for the support and guidance she received from fellow Board Members in the past year. She noted the strong organizational culture at CVSan and commended staff for their dedication, expertise and teamwork which allowed CVSan to tackle complex challenges with sophistication and achieve remarkable results. President (Dooman) Woerz also recognized GM Williams for his strong leadership and noted his guidance was critical to the successful completion of CVSan's new Operations and Engineering (O&E) Building and for the development and implementation of CVSan's new Strategic Plan and Communications Framework. Finally, she acknowledged the dedication and effective collaboration of Department Heads (DHs) for driving CVSan's progress.

[3. Items from the Public.]

There were no members of the public in attendance.

[4. Draft Audit for Fiscal Year (FY) 2025/26.]

GM Williams introduced Pierce F. Wray, Audit Manager from Mann, Urrutia, Nelson CPAs & Associates LLP (MUN CPAs) and commended the firm for their work to complete the audit on schedule.

Mr. Wray presented a PowerPoint presentation summarizing the audit process and key findings. He explained that field work began in October 2025 and requests to staff for documents were sent six weeks in advance. He stated the audit procedures included testing internal controls for documents, which included cash receipts, disbursements, payroll, bank reconciliation, journal entries and financial reporting, as well as year-end balances. He noted that the strongest audit evidence is what the auditors collect from third parties. He reported that additional procedures included testing accounts receivable and accounts payable, analytical reviews, testing thresholds and requesting support for items such as fixed asset ratios and investment income. He reported the final audit reports provided to CVSan had gone through a three-level comprehensive review process.

Mr. Wray reported that the final audit for the fiscal year (FY) ended June 30, 2025 resulted in a clean audit opinion, which is the highest level, with no material misstatements and confirming that financial statements are presented in accordance with generally accepted accounting principles (GAAP).

Mr. Wray summarized the audit results and stated that no material weaknesses or compliance exceptions were identified. He noted there were two deficiencies which were repeats of findings from prior years related to journal entries and bank reconciliations, and explained that recommendations for improvement can be found in the Management Letter. He also reported from the Audit Conclusion letter that policy revisions were made related to the Governmental Accounting Standards Board 101 (GASB 101) updates for compensated absences and that no difficulties were encountered in performing the audit.

Member McGowan referred to the Annual Financial Report with Independent Auditors Report (Annual Financial Report), in the Financial Highlights for 2025 section on page 5, and noted that the numbers did not align with the information in the first bullet point. He suggested revising the wording from “primarily due to an increase in property taxes” to “primarily due to an increase in service charges and fees.” He referred to page 11 and explained that the property tax revenue decreased from \$1,146,004 in 2024 to \$1,039,631 in 2025.

Member McGowan inquired whether the bank reconciliation could be performed by someone other than the GM. President (Dooman) Woerz also inquired whether a policy or procedure should be established for bank reconciliations.

Member McGowan referred to page 10 of the Annual Financial Report and expressed concern with the figures for net other post-employment benefits (OPEB) liability which increased from \$899,839 in 2024 to \$944,589 in 2025. He noted that he would have expected reduced OPEB liability with the turnover in staff. GM Williams stated that even with staff turnover CVSan has an OPEB obligation. Member McGowan also noted that while property tax revenues remained steady, non-operating revenues had declined and he requested that staff review this and report back.

GM Williams clarified that the only requested change to the audit was a correction to the Management Discussion and Analysis (MD&A) section, in the first bullet point under the Financial Highlights for 2025.

There being no further discussion, a motion was made by Member McGowan to approve the Audit for FY 2024/25 with the noted modification to the MD&A section. The motion was seconded by Member Sadoff and passed on a 5 – 0 vote.

President (Dooman) Woerz moved to Agenda Item No. 6

[6. Emergency Project – Sewer Pipeline Assets Adjacent to Pump Station No. 1 Located in An Easement on 22438 Moyer Street.]

GM Williams stated the Board must approve continuing the emergency project in order to stay in compliance. He added that staff had visited the site and observed further corrosion.

Member Sadoff inquired if the property owner had been contacted regarding CVSan's emergency project, noting that it was prudent to keep them in the loop. GM Williams stated they had and that staff will continue to keep them informed.

There being no further discussion, a motion was made by Member McGowan to continue the emergency project pursuant to Public Contract Code § 22050. The motion was seconded by Member Johnson and passed on a 5 – 0 vote.

President (Dooman) Woerz moved to Agenda Item No. 5

[5. Year End Highlights and a Look-Ahead to 2026.]

GM Williams noted that most of CVSan's Board attended the Community Advisory Committee's Annual Appreciation Dinner meeting in November where the DHs made the annual presentation of accomplishments from the past year and goals for the next, with the new format for the presentation being the seven Strategic Plan Pillars. He stated there will be some repeat from that presentation, but noted some modifications had been made for the Board. He added that all of the O&E Building Project sections had been consolidated under the infrastructure section.

BSS Marcoux-Powell presented Pillar 1 – Excellent Customer Service. She presented the following key accomplishments for 2025:

- CVSan implemented Swift Comply, an online portal which will enable food service establishments (FSEs) to electronically submit their records related to fats, oils, and grease (FOG) compliance. Oro Loma Sanitary District and West County Wastewater District also use this platform and have had success.
- It was another successful year for CVSan's Private Sewer Lateral (PSL) Program and the program reinforces CVSan's reputation for responsiveness and professionalism. CVSan had issued 435 permits to date.
- The Wonderful Outstanding Works (WOW) Committee updated the customer service survey from 10 questions to four to focus on key priorities and improve response rates.
- CVSan provided event greening services to 15 local events including the events in May at Rowell Ranch where 71% diversion was achieved.
- Ongoing progress was made with the exchange of old bins and carts.
- Improvements were made to field communication with Collection System Maintenance (CSM) staff and residents, and staff now solicits feedback from residents with easements to identify opportunities for improvement.

Looking ahead to 2026, BSS Marcoux-Powell stated customer service initiatives will include:

- A revised Lateral Replacement Grant Program (LRGP) will be proposed to the Community Advisory Committee (CAC) and presented to the Board.
- A revised employee recognition program with CVSan-branded merchandise as rewards.
- Enhanced email communications with auto-reply message improvements to ensure consistent messaging and to demonstrate transparency.
- Implementation of customer satisfaction surveys as a Strategic Plan action item.
- Service call response, tracking and documentation improvements in Lucity with focused outreach efforts.

President (Dooman) Woerz inquired about progress being made for the items that had already been implemented. BSS Marcoux-Powell noted that it had been less than one month since they had switched to the new survey and progress was still being tracked.

ZWSup Lue presented Pillar 2 – Education and Outreach. She presented the following key accomplishments for 2025:

- 4Rs Field Trips for 3rd grade classes launched on October 30th at the new office.
- Extra credit items were added to the Green Ribbon Schools application, including points for attending the May Regular Board Meeting and for installation of blue and green bins and signs by the fall.
- Updated signage at schools based on input from students and Green Ribbon Leads.
- A Ribbon Cutting event on September 10th with over 80 attendees.
- An increase in social media presence by 10% with over 2,500 followers.

Member Sadoff inquired what type of questions were received related to the updated signage at schools. ZWSup Lue stated one example was the question of what to do with artwork comprised of mixed materials, which she noted needs to be put in the garbage stream if it cannot be disassembled.

Looking ahead to 2026, ZWSup Lue stated education and outreach initiatives will include:

- CVSsan will attend the April Realtor meeting and continue work to enhance public understanding of the PSL Program.
- Production of high-quality engaging videos, including a planned video of a 4Rs Field Trip.
- Tours of CVSsan's new office building for community members.
- Participation in industry awareness campaigns to educate the community about the work CVSsan does.

Member McGowan recalled that a video was being taken during CVSsan's Ribbon Cutting Ceremony and tour, and inquired about a timeline for the video release. GM Williams stated there was not a timeline yet.

BSS Marcoux-Powell presented Pillar 3 – Efficient, Competent, Motivated Workforce. She presented the following key accomplishments for 2025:

- There were seven recruitments and promotions in 2025, and the intern program was also reinstated.
- A new comprehensive benefits binder which will also be used by CVSsan's benefit broker as a model for other agencies.

Member Sadoff requested to look at the benefits binder when it was completed.

Looking ahead to 2026, BSS Marcoux-Powell stated efficient, competent, motivated workforce initiatives will include:

- Plans to hire five new staff.
- Plans to create an industry award matrix to track deadlines, and for efficiency and planning.
- Ride-Alongs with an Alameda County Industries (ACI) driver for Board and select staff for route observations.
- Certifications and licenses.

Member Akagi inquired about the new positions in the Engineering and Collection System Maintenance Departments. GM Williams stated a new organizational chart had been prepared for the Board which staff will share.

ZWSup Lue presented Pillar 4 – Enhance Strategic Partnerships. She presented the following key accomplishments for 2025:

- Board Member Ralph Johnson was seated on the Castro Valley/Eden Area (CVEA) Chamber of Commerce Board.

- Staff shared their expertise in speaking engagements at industry conferences and events, including at the California Association of Sanitation Agencies (CASA) Winter Conference and at Northern California Recycling Association (NCRA).
- CVSan was awarded a \$50,000 grant towards a Refuel Your Fun campaign and successfully recruited three propane refill retailers to participate, and distributed 160 refillable propane canisters.
- Staff held key roles in industry associations, with GM Williams as President for Alameda County Special Districts Association (ACSDA), ZWSup Lue as Vice-President for Solid Waste Association of North America (SWANA) Northern California Chapter, and Director for the California Product Stewardship Council (CPSC), and CSMS Dip's participation in the California Water Environment Association (CWEA) Collection Systems Committee.
- A 36-month lease agreement with Alameda County Fire Department for a temporary fire station at CVSan's Marshall Street property.
- Continued work to maintain a strong collaboration with Oro Loma Sanitary District (OLSD) with annual joint Board meetings and monthly GM meetings, as well as two Board Members and the GMs from each agency participating on a monthly Construction Committee.

Member McGowan inquired whether there were any refillable propane canisters left. ZWSup Lue stated there were and that there may be an opportunity to do another giveaway.

Looking ahead to 2026, ZWSup Lue stated enhancing strategic partnerships will include:

- Pursuit of leadership opportunities and collaboration on new programs with the Castro Valley Unified School District (CVUSD) and with the new Superintendent.
- An update to the Zero Waste book collection at the Castro Valley Library and Little Free Libraries using a grant from the Altamont Educational Advisory Board.
- A potential partnership with the CVEA Chamber on a business certification program.

President (Dooman) Woerz inquired about how CVSan establishes relationships with new school principals. ZWSup Lue stated staff introduces themselves with a letter and noted there are also opportunities to meet during Green Ribbon Check Presentations. She added that school principals were very familiar with CVSan.

GM Williams presented Pillar 5 – Stable Financial Position. He presented the following key accomplishments for 2025:

- Update to the comprehensive sewer rate study and solid waste collection and disposal rates to keep CVSan's reserves at healthy levels.
- Established CVSan's two-year Budget to ensure spending stays within limits. A Budget Amendment was also presented for CVSan and another will follow in a few months for capital improvement projects (CIP) at OLSD.
- Continued providing reasonable ACI rates which are below the Alameda County average.
- Continued to deliver high value wastewater services at low rates.

- Maintained a strong financial position with more than \$27 million in reserves, as well as \$40 million in assets.

GM Williams stated these accomplishments in 2025 show how CVSan is a leader with achieving reasonable rates with overall minor increases. He also noted that when Senate Bill (SB) 1383 was implemented, many jurisdictions needed to increase spending to become compliant, but CVSan was ahead of the curve and was already doing the work needed to comply. He stated the same was true for wastewater rates which have consistently remained low in comparison to other jurisdictions in Alameda County.

Member Akagi inquired whether they had received any public records act requests related to CVSan's financial position, and GM Williams stated none were received.

Looking ahead to 2026, GM Williams stated stable financial position items will include:

- Strengthening their position by paying down CVSan's debt since half of the Operations and Engineering (O&E) Building Project was paid with reserves and half with debt.
- Perform a cost benefit analysis for all expenditures.

Member McGowan commented that CVSan's long term liabilities had gone down and they had already begun paying down on principal. GM Williams credited Member McGowan for his work and guidance as Chair for the Finance Committee, as well as CVSan's disciplined approach of doing a cost benefit analysis for all expenditures.

GM Williams stated staff was reviewing an agreement with Waterworth, a platform that will help them optimize finances in-house.

Member McGowan requested comparative rate data for 20-gallon versus 32-gallon carts.

A five-minute break was taken at 7:57 p.m.

AE Choy presented Pillar 6 – Potential Challenges and Solutions. He presented the following key accomplishments for 2025:

- Staff completed an update to the sanitary sewer management plan (SSMP) which was also a state requirement.
- A grant worth more than \$150,000 was secured to fund the installation of electric vehicle (EV) chargers.
- A StopWaste grant was used to pilot replacing single-use disposable trays at an elementary school.
- Creation of CVSan's Communications Framework with five key messaging pillars.
- Data review to improve service and avoid sanitary sewer overflows (SSOs), which increased in 2025.
- Implemented a Collection System Maintenance (CSM) Workplan to ensure consistency and accountability, and which significantly increased production of CSM staff.

- CVSan was awarded Collection System of the Year for Small Collections Systems in San Francisco Bay Area Local Sections.
- CVSan was awarded as Outstanding Public Agency by Solid Waste Association of North America (SWANA).

President (Dooman) Woerz inquired what progress had been made on the pilot program with reusable trays. ZWSup Lue stated the school was interested in expanding the program to the younger grades and that its popularity had made more students interested in participating in the school's lunch program.

Member Sadoff inquired whether CVSan had considered any artificial intelligence tools to predict where SSOs may occur in the future. AE Choy stated staff had attended the Environmental Systems Research Institute (ESRI) Conference and brought back information about vendors and staff were reviewing options. GM Williams stated CVSan was not afraid to be out in front testing the latest technology available.

Looking ahead to 2026, AE Choy stated potential challenges and solutions will include:

- Deadlines in March and September related to the Riverwatch Settlement, State Audit Notice of Violation and SSMP conditions.
- Continued modifications to workflow and processes to adapt to the new office building.
- Develop a comprehensive Information Technology (IT) Strategic Plan which is in the scope of work with the new IT consultant.
- Develop a third edition of the Zero Waste Strategic Plan and present a revised measurement of zero waste.

AE Choy presented Pillar 7 – Infrastructure Reliability and Resiliency. He presented the following key accomplishments for 2025:

- Presentation of the Ribbon Cutting with over 80 attendees.
- Completion of the move from the Marshall Street office to the new office on Center Street.
- Secured an EV Charger Grant worth more than \$150,000 covering procurement and installation costs.
- Completed purchase of a new EV, a confined space trailer, and a new Hydro Jetter.
- Transfer of the Street Cans Program to Alameda County Public Works Agency, with continued collection services by Alameda County Industries (ACI).
- Used data to continue refinement of maintenance cycles based on condition assessment data to ensure the collection system operates at the highest level.

Member Akagi inquired whether the public paid for use of the EV chargers, and AE Choy confirmed they do. He noted that part of the grant required chargers that were available to the public.

Looking ahead to 2026, CSMS Dip presented the outlook for infrastructure reliability and resiliency. He presented the following:

- Develop tours of the O&E Building for community members.
- An annual Good Neighbor meeting.
- Working out new workflows and processes in the new office.
- Addressing the Pump Station 1 Sewer Mainline Relocation Emergency Project.
- Completion of the Forcemain Condition Assessment by September 7th deadline.
- Investigating an option to provide a compost hub to residents.
- A Local Hazard Mitigation Plan to ensure there will be a plan in place in the event of a disaster.
- Review of a new disposal agreement that will offer reliable services for the community.
- Purchase of a new closed-circuit television camera (CCTV) truck.
- A collection system comprehensive infrastructure plan with a focus on underground infrastructure projects.

Member Sadoff inquired what questions were asked at the Annual Neighborhood meeting. AE Choy stated that residents of the Ravenwood complex inquired if CVSan had any influence with the Alameda County office to help them with addressing traffic concerns and there were also questions about the street cans. He also noted that staff will continue to monitor questions from the Alikian family about water in a pothole and that there were no noise complaints. ZWSup Lue added attendees were excited about the new building tours.

President (Dooman) Woerz stated ForestR was interested in accessing compost for the new Paradise Park. ZWSup Lue stated staff would follow up on this request. Member Akagi recommended reviewing drainage considerations for wherever a compost hub will be installed.

Member Akagi inquired whether aerial pipeline work had been completed and GM Williams noted this work was planned in the current budget cycle.

Member Akagi inquired about the purchase of racks. GM Williams noted that it made sense for all emergency bypass and SSO equipment to be stored at the new office and that they will be purchasing racks. Member Sadoff inquired whether CVSan was still using offsite storage, and GM Williams noted that they used to have Conex boxes at Rowell Ranch and at Pump Station 7, but these had been removed.

[7. *Miscellaneous Comments from Board Members and staff.*]

BSS Marcoux-Powell commended President (Dooman) Woerz on completing her first year as the Board President.

Clerk of the Board Solanki provided a reminder that the CASA Winter Conference was January 13th to 16th. She scheduled the following committee meetings: A Business Services Committee meeting was scheduled for February 11th at 2:00 p.m. A Zero Waste Committee meeting was scheduled for January 12th at 10:00 a.m. A Finance Committee meeting was scheduled for January 20th at 4:00 p.m. A Wastewater Committee meeting

was scheduled for January 26th at 10:00 a.m. A Communications Committee meeting was scheduled for January 22nd at 2:00 p.m.

GM Williams commended President (Dooman) Woerz on completing her first year as the Board President. He also congratulated Member Akagi on his retirement. He noted that even with all that had been presented by the DHs, it was a challenge to include all of the work that is planned in the new year.

GM Williams stated that he attended the Special District Leadership Academy last month where regular meetings with the Board and GM were recommended. He noted that he regularly has meetings with the Board President but was also available to meet with all Board Members as needed.

Member McGowan stated he had attended the Castro Valley/Eden Area Chamber of Commerce Mixer and that President (Dooman) Woerz was also there. He also stated that he had attended the Rotary Club meeting which Member Sadoff also attended.

President (Dooman) Woerz stated this past year had been a great learning opportunity and thanked Board and staff for their support during her tenure. She wished everyone a happy holiday.

[8. Adjournment of Meeting.]

There being no further business to come before the Board, a motion was made by Member Sadoff to adjourn the meeting at 8:52 p.m. The motion was seconded by Member Akagi and passed on a 5-0 vote.

Respectfully submitted,

Timothy McGowan,
Secretary of the CVSan Board



TO: Community Advisory Committee (CAC)
FROM: Purvi Solanki, Executive Assistant to the General Manager/Clerk of the Board (EA)
SUBJECT: November 13, 2025 CAC Meeting Minutes
DATE: November 17, 2025

Present:

CAC Members: Chair Yon Hardisty, Vice-Chair Matt Turner, and Members Jesse Bick, Ellen Griffin, Gary Howard, Barbara Nagy, Sejal Naik, Guy Sandoval, and Leah Walke.

Members of the Public: None.

Castro Valley Sanitary District (CVSan) Directors: President Kristy (Dooman) Woerz (CAC Liaison), Member Timothy McGowan, Member Daniel Akagi, and Member Dave Sadoff.

CVSan Staff: General Manager (GM) Roland P. Williams, Jr., Business Services Supervisor (BSS) Stacy Marcoux-Powell, Zero Waste Supervisor (ZWSup) Naomi Lue, Collection System Maintenance Supervisor (CSMS) Kevin Dip, and Executive Assistant to the General Manager/Clerk of the Board (EA) Solanki.

Absent:

CAC Members Jagmeet Sangha and Michelle Cheng.

1. Call to Order.

The meeting was held in-person at JP's Restaurant in Castro Valley and was called to order at 6:36 p.m. by Chair Hardisty. Chair Hardisty acknowledged CVSan for providing a wonderful dinner.

2. Regular Business.

A. Items from the Public.

Chair Hardisty noted that no members of the public were in attendance.

B. July 10, 2025 CAC Meeting Minutes.

The CAC reviewed the July 10, 2025 CAC Meeting Minutes and had no comments.

Member Bick motioned to approve the meeting minutes. Member Turner seconded the motion. The motion to approve the minutes was passed on a 7-1 vote. There were no "no" votes and one "abstain" vote from Member Nagy.

C. September 11, 2025 CAC Meeting Minutes.

The CAC reviewed the September 11, 2025 CAC Meeting Minutes and had no comments.

Member Howard motioned to approve the meeting minutes. Member Bick seconded the motion. The motion to approve the minutes was passed on a 7-1 vote. There were no “no” votes and one “abstain” vote from Member Nagy.

D. 2025 Year End Recommendation Sheet Review.

GM Williams stated that items from the September 11th meeting had been added and highlighted a few of the items on the list.

E. Draft 2026 Workplan Review.

GM Williams presented the draft 2026 Workplan and reviewed the items listed by month. He highlighted that the Pipeline newsletter, which has been printed quarterly, will be reduced to semi-annually. He also noted there will be an update at the July meeting about CVSan’s Joint Special Board Meeting with Oro Loma Sanitary District (OLSD). Member Sandoval inquired about who attends the Joint Special Board Meeting. GM Williams stated that members of the public were welcome and the discussions are usually about the Wastewater Treatment Plant (WWTP). He added that the meeting is attended by the two Boards and staff. GM Williams also shared that CVSan has hired an Outreach Technician who will be introduced at the January CAC Meeting.

Member Bick inquired when a visit will be scheduled to a Materials Recovery Facility (MRF). ZWSup Lue stated staff will be planning this.

Member Walke inquired about the progress of forming a CAC at OLSD. Member Turner noted he had also discussed this topic with OLSD Board Member Mimi Dean. GM Williams stated OLSD is still in the discussion phase about the formation of a CAC.

A 10-minute break was taken at 6:51 p.m.

3. Informational Updates: (Q and A).

A. Year End Highlights and a Look-Ahead to 2026.

GM Williams introduced the annual presentation from CVSan’s Department Heads (DHs) of accomplishments from the past year and goals for the next. He noted that Associate Engineer Evan Choy was unable to attend the meeting and also explained that this year’s presentation was organized around the seven Strategic Plan Pillars rather than by department, which was a reflection of their effort towards a “One-CVSan” approach to business outlined in the new Communications Framework. Each of the DHs presented highlights from the PowerPoint included in the agenda packet.

BSS Marcoux-Powell presented Pillar 1 – Excellent Customer Service. She presented the following key accomplishments for 2025:

- CVSan implemented Swift Comply, an online portal which will enable food service establishments (FSEs) to electronically submit their records related to fats, oils, and grease (FOG) compliance.
- 2025 was another successful year for CVSan's Private Sewer Lateral (PSL) Program.
- The Wonderful Outstanding Works (WOW) Committee updated the customer service survey from 10 questions to four to focus on key priorities and improve response rates.
- CVSan provided event greening services to 15 local events including the events in May at Rowell Ranch where 71% diversion was achieved.
- Ongoing progress was made with the exchange of old bins and carts.
- Improvements were made to field communications with Collection System Maintenance (CSM) staff and residents.

Looking ahead to 2026, BSS Marcoux-Powell stated customer service initiatives will include:

- A revised Lateral Replacement Grant Program (LRGP) proposal.
- A revised employee recognition program with CVSan-branded merchandise as rewards.
- Enhanced email communications with auto-reply message improvements.
- Implementation of customer satisfaction surveys as a Strategic Plan action item.
- Service call response, tracking and documentation improvements.

ZWSup Lue presented Pillar 2 – Education and Outreach. She presented the following key accomplishments for 2025:

- 4Rs Field Trips for 3rd grade classes launched on October 30th at the new office.
- Extra credit items were added to the Green Ribbon Schools application, including points for attending the May Regular Board Meeting and for installation of blue and green bins and signs by the fall.
- Updated signage at schools based on input from students and Green Ribbon Leads.
- A Ribbon Cutting event on September 10th with over 80 attendees.
- An increase in social media presence by 10% with over 2,500 followers.

Looking ahead to 2026, ZWSup Lue stated education and outreach initiatives will include:

- CVSan will attend the April Realtor meeting and continue work to enhance public understanding of the PSL Program.
- Production of high-quality engaging videos.
- Tours of CVSan's new building for community members.

- Participation in industry awareness campaigns to educate the community about the work CVSan does.

BSS Marcoux-Powell presented Pillar 3 – Efficient, Competent, Motivated Workforce. She presented the following key accomplishments for 2025:

- There were seven recruitments and promotions in 2025.
- A new comprehensive benefits binder which will also be used by CVSan's benefit broker as a model for other agencies.
- DISC model assessments and trainings to help staff better understand each other.
- A successful move into the new office building.

Looking ahead to 2026, BSS Marcoux-Powell stated efficient, competent, motivated workforce initiatives will include:

- Plans to hire five new staff.
- Plans to create an industry award matrix to track deadlines, and for efficiency and planning.
- Ride-Alongs with an Alameda County Industries (ACI) driver for Board and staff for route observations.
- Certifications and licenses.

ZWSup Lue presented Pillar 4 – Enhance Strategic Partnerships. She presented the following key accomplishments for 2025:

- Board Member Ralph Johnson was seated on the Castro Valley/Eden Area (CVEA) Chamber of Commerce Board.
- Staff shared their expertise in speaking engagements at industry conferences and events.
- CVSan was awarded a \$50,000 grant towards a Refuel Your Fun campaign and successfully recruited three propane refill retailers to participate, and distributed 160 refillable propane canisters.
- Staff held key roles in industry associations, with GM Williams as President for Alameda County Special Districts Association (ACSDA), ZWSup Lue as Vice-President for Solid Waste Association of North America (SWANA) Northern California Chapter, and Director for California Product Stewardship Council (CPSC), and CSMS Dip participating in the California Water Environment Association (CWEA) Collection Systems Committee.
- A 36-month lease agreement with Alameda County Fire Department for a temporary fire station at CVSan's Marshall Street property.
- Continued to maintain a strong collaboration with Oro Loma Sanitary District with annual joint Board meetings and monthly GM meetings, as well as two Board Members and the GMs from each agency participating on a monthly Construction Committee.

Looking ahead to 2026, ZWSup Lue stated enhancing strategic partnerships will include:

- Pursuit of leadership opportunities and collaboration on new programs with the Castro Valley Unified School District (CVUSD).
- An update to the Zero Waste book collection at the Castro Valley Library and Little Free Libraries using a grant from the Altamont Educational Advisory Board.
- A potential partnership with the CVEA Chamber on a business certification program.
- An annual Neighborhood Meeting.

GM Williams presented Pillar 5 – Stable Financial Position. He presented the following key accomplishments for 2025:

- Update to the comprehensive sewer rate study and solid waste collection and disposal rates to keep CVSan's reserves at healthy levels.
- Established CVSan's two-year Budget to ensure spending stays within limits.
- Continued providing reasonable ACI rates which are below the Alameda County average.
- Continued to deliver high value wastewater services at low rates.
- Maintained a strong financial position with more than \$27 million in reserves, as well as \$40 million in assets.

Looking ahead to 2026, GM Williams stated stable financial position items will include:

- Strengthening their position by paying down CVSan's debt since half of the Operations and Engineering (O&E) Building Project was paid with reserves and half with debt.
- Perform a cost benefit analysis for all expenditures.

CSMS Dip presented Pillar 6 – Potential Challenges and Solutions. He presented the following key accomplishments for 2025:

- Staff completed an update to the sanitary sewer management plan (SSMP) which was also a state requirement.
- A grant worth more than \$150,000 was secured to fund the installation of electric vehicle (EV) chargers.
- A StopWaste grant was used to pilot replacing single-use disposable trays at an elementary school.
- Completion of District Project 96 – CVSan's O&E Building Project.
- Creation of CVSan's Communications Framework.
- Data review to improve service and avoid sanitary sewer overflows (SSOs), which increased in 2025.

- Implemented a Collection System Maintenance (CSM) Workplan to ensure consistency and accountability, and which significantly increased production of CSM staff.
- CVSan was awarded Collection System of the Year for Small Collections Systems in San Francisco Bay Area Local Sections.
- CVSan was awarded as Outstanding Public Agency by Solid Waste Association of North America (SWANA).

Looking ahead to 2026, CSMS Dip stated potential challenges and solutions will include:

- There will be deadlines in March and September 2026 related to the Riverwatch Settlement, State Audit Notice of Violation and SSMP conditions.
- Continued modifications to workflow and processes to adapt to the new office building.
- Develop a comprehensive Information Technology (IT) Strategic Plan.
- Develop a third edition of the Zero Waste Strategic Plan and present a revised measurement of zero waste.
- Follow up on the California Sanitation Risk Management Authority (CSRMA) Workers Compensation Excellence Award application.

CSMS Dip presented Pillar 7 – Infrastructure Reliability and Resiliency. He presented the following key accomplishments for 2025:

- Completion of the move from the Marshall Street office to the new office on Center Street.
- Transfer of the Street Cans Program to Alameda County Public Works Agency.
- Used data to continue refinement of maintenance cycles based on condition assessment data to ensure the collection system operates at the highest level.
- Completed purchase of a new EV, a confined space trailer, and a new Hydro Jetter.

Looking ahead to 2026, CSMS Dip stated infrastructure reliability and resiliency will include:

- An emergency project to relocate CVSan's assets along the San Lorenzo Creek bank that is threatened by erosion.
- As part of the Riverwatch Settlement Agreement, complete a force main condition assessment.
- Investigate an option to provide free compost to residents on an ongoing basis.
- Work with OLSD on a Local Hazard Mitigation Plan.
- Planning for a disposal agreement with post-collection options in 2029.
- Acquire a new closed-circuit television (CCTV) van.
- Evaluate options to implement a Collection System Comprehensive

- Infrastructure Plan.
- Refocus on underground infrastructure projects.

GM Williams stated this presentation is just a fraction of the list they had started with and that CVSan's Board will get a more in-depth presentation at the December Special Board Meeting. He thanked CAC Members for the role they play in supporting CVSan's programs and initiatives.

B. Message from CAC Liaison.

CAC Liaison (Dooman) Woerz stated appreciation for all of the CAC's contributions in the past year on behalf of the Board of Directors, GM Williams, and staff. She noted that the CAC makes CVSan a stronger organization and are good stewards of the environment.

CAC Liaison (Dooman) Woerz noted the vast experience of the people who make up the CAC and how they approach the often less than glamorous topics of wastewater and solid waste with humor. She stated the CAC's contributions make a difference at CVSan, which also impacts public health and safety.

CAC Liaison (Dooman) Woerz acknowledged CAC members who were completing their service on the CAC in 2025 and stated that she looked forward to recognizing them at the January Board meeting. She also acknowledged staff for their work and commended the DHs on their presentation. She stated that she hoped the CAC felt appreciated and thanked them for their service.

4. Upcoming Meeting:

A. Thursday, January 8, 2026.

Chair Hardisty noted the date was set for the January CAC meeting.

5. Miscellaneous Comments from Board, Committee Members and staff.

Member Griffin inquired about the open CAC seat for a student and asked if it will be possible to fill. Board Member McGowan stated that he did have a candidate in mind that did not work out and is now still looking.

Board Member Sadoff stated that Board Member Johnson was unable to attend but wished he could have.

Member Walke shared that she had attended the Castro Valley Light Parade and that her nephew received CVSan's comic book and that it was a great event.

Member Howard noted that two organizations he is part of, CVUSD and the CVEA Chamber, were mentioned in the DH presentation. He stated the school district appreciates CVSan for the work with custodians, 3rd grade field trips, and the Green Ribbon Program.

6. Adjournment.

Seeing no further business before the CAC, Chair Hardisty adjourned the meeting at 8:09 p.m.

2026 Event	Event Lead	Event Hours and Staff Requirements	Day of the Week	Date	# of Shifts	Name	Name	Name	Name	Name
Earth Day Clean-Up	JF	7:00 am-11:30 am	Sat.	4/25/26	1					
CVSan Recycles Day	ZWSII	10:30 am - 2:30 pm	Sat.	4/25/26	5					
CVSan Recycles Day	ZWSII	10:30 am - 2:30 pm	Sat.	7/25/26	5					

2026 Community Advisory Committee Recommendations					
Meeting Date	Topic	Recommendation/Feedback	Made by	Assigned to	Additional Comments
1/8/2026	LRGP/Low Income Program	Feedback			
1/8/2026	Pipeline Adjustments	Feedback			
1/8/2026	List of Accomplishments Improvement	Recommendation			



TO: Board of Directors
FROM: Mike Nelson, Public Outreach Specialist (POS), and Purvi Solanki, Executive Assistant to the GM/Clerk of the Board
SUBJECT: Community Advisory Committee (CAC) Guidelines
DATE: March 7, 2025

CAC's Purpose:

1. Represent the community's interests in an independent body by providing a voice directly to the Castro Valley Sanitary District (CVSan) staff and CAC liaison and serving as a method to ensure organizational transparency.
2. Provides CAC Members with an opportunity for community involvement by providing feedback that is valued by the Board and staff, and may have an impact on CVSan projects, programs, and services, and to and for the community.

CAC's Responsibilities:

1. CAC Members should read all materials and be prepared to participate in meetings.
2. CAC Members should attend and participate in CAC meetings, including all tours and field trips to various locations and sites of interest to CVSan, every other month (average six per year). CAC Members are expected to attend all CAC meetings and miss no more than two meetings in a row or three meetings over the course of a year. Attendance will be taken at each meeting and reported to the Board. CAC Members who miss more than three meetings in a year may be removed from the CAC.
3. CAC Members should provide feedback in an organized and ongoing manner through formal written recommendations following a pre-determined format.
4. CAC Members may resign from the CAC by written notice to the President of the Board and Chair of the CAC.

Organization of the CAC:

1. CAC Members are appointed by CVSan's Board and General Manager (GM). Each Board Member will have two appointments on the CAC that they can choose to utilize, and the GM will appoint the remaining Members. If a Board Member does not make an appointment after four months, the GM will do so

on their behalf. A Board Member can ask the GM to make an appointment on their behalf at any time.

2. CAC Members are appointed for a two-year term. Appointments are made annually and are staggered in alternating years. A Board Member or the GM can appoint a CAC Member for a maximum of three consecutive two-year terms. After the third consecutive term, a CAC Member may be reappointed by a different Board Member for a maximum of three additional consecutive two-year terms. No CAC Member will serve more than 12 consecutive years; however, current CAC Members who have served 12 or more years on the CAC at the time that these Guidelines are adopted will be eligible to serve two additional two-year terms. Appointments for all members will be confirmed by motion of the Board.
3. A vacancy on the CAC prior to completion of a term, for any cause, will be filled by an appointment of the CVSan Board Member or General Manager who appointed the CAC Member to the vacated position for the remainder of that term.
4. Board Members and staff will begin recruiting new CAC Members as needed in July for the following two-year term.
5. All appointments will be ratified by the full Board at the Regular December Board meeting or at the next Board meeting following a proposed appointment.
6. CAC Members who have termed off will be recognized at a Regular Board Meeting following the end of their term and/or completion of their service in good standing.
7. One Board Member may act as the CAC liaison, and in this role, would work with the GM to appoint members to the CAC. An Alternate to the CAC Liaison will be included in the annual rotation of Board Officer assignments and will be the same as the Member for the Communications Committee.
8. Each Board Member will participate in one CAC meeting annually and recognize their appointees.
9. The CAC will consist of up to 12 volunteer members, all of whom must be residents or ratepayers and who shall serve without compensation or benefits.
10. CAC Members may not serve on the CAC if they are related to each other or cohabitate in the same household with another CAC Member.
11. CAC Members may consist of members of the community and from a variety of local entities, such as the Rotary Club of Castro Valley, Castro Valley/Eden

Area Chamber of Commerce, and Castro Valley High School. All CAC Members shall represent CVSan's population and interests.

12. CAC Members should fully understand that the Board is responsible for setting policy for CVSan operations, therefore action by the CAC are recommendations to the Board and do not establish CVSan policy or directive to staff.
13. CAC meetings are facilitated by a Chair and Vice-Chair, elected by the CAC Members.
14. CVSan staff will attend meetings to provide appropriate information and record minutes. CVSan employees are not eligible to serve on the CAC.
15. A 12-month Workplan is set in advance, but appropriate timing can vary, and new topics may be introduced at any time.
16. A simple majority of the current appointed CAC Members will constitute a quorum, and a simple majority of said quorum will be necessary for the passage of any official CAC action.
17. Members of the public attending the meeting shall have the opportunity to speak after each agenda item presented.

Castro Valley Sanitary District

COMMUNITY ADVISORY COMMITTEE (CAC) MEMBER HANDBOOK

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1. CAC Members should read all materials and be prepared to participate in meetings.
2. CAC Members should attend and participate in CAC meetings, including all tours and field trips to various locations and sites of interest to CVSan, every other month (average six per year). CAC Members are expected to attend all CAC meetings and miss no more than two meetings in a row or three meetings over the course of a year. Attendance will be taken at each meeting and reported to the Board. CAC Members who miss more than three meetings in a year may be removed from the CAC.
3. CAC Members should provide feedback in an organized and ongoing manner through formal written recommendations following a pre-determined format.
4. CAC Members may resign from the CAC by written notice to the President of the Board and Chair of the CAC.

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on their behalf. A Board Member can ask the GM to make an appointment on their behalf at any time.

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6. CAC Members who have termed off will be recognized at a Regular Board Meeting following the end of their term and/or completion of their service in good standing.
7. One Board Member may act as the CAC liaison, and in this role, would work with the GM to appoint members to the CAC. An Alternate to the CAC Liaison will be included in the annual rotation of Board Officer assignments and will be the same as the Member for the Communications Committee.
8. Each Board Member will participate in one CAC meeting annually and recognize their appointees.
9. The CAC will consist of up to 12 volunteer members, all of whom must be residents or ratepayers and who shall serve without compensation or benefits.
10. CAC Members may not serve on the CAC if they are related to each other or cohabitate in the same household with another CAC Member.
11. CAC Members may consist of members of the community and from a variety of local entities, such as the Rotary Club of Castro Valley, Castro Valley/Eden

Area Chamber of Commerce, and Castro Valley High School. All CAC Members shall represent CVSan's population and interests.

12. CAC Members should fully understand that the Board is responsible for setting policy for CVSan operations, therefore action by the CAC are recommendations to the Board and do not establish CVSan policy or directive to staff.
13. CAC meetings are facilitated by a Chair and Vice-Chair, elected by the CAC Members.
14. CVSan staff will attend meetings to provide appropriate information and record minutes. CVSan employees are not eligible to serve on the CAC.
15. A 12-month Workplan is set in advance, but appropriate timing can vary, and new topics may be introduced at any time.
16. A simple majority of the current appointed CAC Members will constitute a quorum, and a simple majority of said quorum will be necessary for the passage of any official CAC action.
17. Members of the public attending the meeting shall have the opportunity to speak after each agenda item presented.



COMMUNITY ADVISORY COMMITTEE (CAC) MEMBER ROSTER

Name	Cell	Email
Jesse Bick	[REDACTED]	[REDACTED]
Michelle Cheng	[REDACTED]	[REDACTED]
Ellen Griffin	[REDACTED]	[REDACTED]
Yon Hardisty	[REDACTED]	[REDACTED]
Gary Howard	[REDACTED]	[REDACTED]
Paulette Johnson	[REDACTED]	[REDACTED]
Barbara Nagy	[REDACTED]	[REDACTED]
Carl Owens	[REDACTED]	[REDACTED]
Nathan Pallo	[REDACTED]	[REDACTED]
Jagmeet Sangha	[REDACTED]	[REDACTED]
Matt Turner	[REDACTED]	[REDACTED]
Leah Walke	[REDACTED]	[REDACTED]

CVSan Staff:

Roland Williams, Jr., General Manager (GM)
Purvi Solanki, Executive Assistant to the GM/Clerk of the Board
Michael Nelson, Public Outreach Specialist

roland@cvsan.org
purvi@cvsan.org
michael@cvsan.org

Final Community Advisory Committee (CAC) Work Plan January – December 2026

January 8th (Zero Waste Department)

Regular Business:

1. Board Meeting Minutes
2. CAC Minutes
3. Committee Guidelines, Term Limits, and CAC Role Review (Kristy)
4. CAC Handbook Review (Purvi)
5. Elect a new Chair and Vice-Chair for 2026
6. Finalize January – December 2026 Work Plan

Informational Updates: (Q and A)

1. Schools Programs, Reusables (Jordan, Belinda)
2. SB 1383 (Belinda)
3. ACI Services and Events (Naomi)

Items for Feedback and Recommendations:

1. List of Accomplishments Improvement (Recommendation to the Board) (Roland)
2. LRGP/Low Income Program (Roland)
3. Pipeline Adjustments (Mike)

February No Meeting

March 12th (Engineering Department)

Regular Business:

1. Board Meeting Minutes
2. CAC Minutes
3. Recommendation Sheet Review

Informational Updates: (Q and A)

1. PSL Program/Repair Inspections (Evan)
2. 10 Year CIP Update/Current CIP Projects (Evan)
3. Commercial FOG Program (Natan)

Items for Feedback and Recommendations:

1. 2027 Calendar Theme Review (Mike) (Recommendation to the Board)
2. Budget (Roland)

April – No Meeting

May 14th CAC FIELD TRIP (TBD)

Suggestions:

- Materials Recovery Facility

June No Meeting

July 9th (Business Services Department)

Regular Business:

1. Board Meeting Minutes
2. CAC Minutes
3. Recommendation Sheet Review

Informational Updates: (Q and A)

1. Budget Update/Financial Audit (Roland)
2. CVSan Comms Framework Update (Mike)
3. Wastewater Treatment Plant Update (Roland)

Items for Feedback and Recommendations:

1. Center Street Lobby (Judy)
2. Transparency Review (Kyle)
3. PSL Video Updates (Mike)

August – No Meeting

September 10th (Collections System Maintenance Department)

Regular Business:

1. Board Meeting Minutes
2. CAC Minutes
3. Recommendation Sheet Review

Informational Updates: (Q and A)

1. CRT Program Update (Kevin)
2. Preventative Maintenance (Kevin)
3. SSO Response (Kevin)

Items for Feedback and Recommendations:

1. Earth Day Charity (Recommendation to the Board) (Naomi)
2. Zero Waste Week 2027 (Naomi)
3. SSMP Review (Evan)

October No Meeting

November 12th - Holiday Social/Appreciation Dinner

Regular Business:

1. Board Meeting Minutes
2. CAC Minutes
3. Recommendation Sheet Review (Mike)
4. Draft January – December 2027 CAC Work Plan (Mike)

Reports, Updates, & Committee Business:

1. Zero Waste Department Year in Review (Naomi)
2. Engineering Department Year in Review (Evan)
3. Business Services Department Year in Review (Stacy)
4. Collections Department Year-In-Review (Kevin)

December – No Meeting

Castro Valley Sanitary District

POLICIES AND PROCEDURES MANUAL

POLICY TITLE: Rules of Order for Board and Committee Meetings
POLICY NUMBER: 5070

5070.1 General.

5070.1.1 Action items will be brought before and considered by the Board of Directors (Board) by motion in accordance with this policy. These rules of order are intended to be informal and applied flexibly. The Board prefers a flexible form of meeting and, therefore, does not conduct its meetings under formalized rules, but uses Rosenberg's Rules of Order as a guide.

5070.1.1.1 If a Board Member believes order is not being maintained or procedures are not adequate, then he/she should raise a point of order - not requiring a second - to the President. If the ruling of the President is not satisfactory to the Board Member, then it may be appealed to the Board. A majority of the Board will govern and determine the point of order.

5070.2 Obtaining the Floor.

5070.2.1 Any Board Member desiring to speak should address the President and, upon recognition by the President, may address the subject under discussion.

5070.3 Motions.

5070.3.1 Any Board Member, including the President, may make or second a motion. A motion will be brought and considered as follows:

5070.3.1.1 A Board Member makes a motion; another Board Member seconds the motion; and the President states the motion.

5070.3.2 Once the motion has been stated by the President, it is open to discussion and debate. After the matter has been fully debated, and after the public in attendance has had an opportunity to comment, the President will call for the vote.

5070.3.2.1 If the public in attendance has had an opportunity to comment on the proposed action, any Board Member may move to immediately bring the question being debated to a vote, suspending any further

debate. The motion must be made, seconded, and approved by a majority vote of the Board.

5070.4 Secondary Motions. Ordinarily, only one motion can be considered at a time and a motion must be disposed of before any other motions or business is considered. There are a few exceptions to this general rule, though, where a secondary motion concerning the main motion may be made and considered before voting on the main motion.

5070.4.1 Motion to Amend: A main motion may be amended before it is voted on, either by the consent of the Board Members who moved and seconded, or by a new motion and second.

5070.4.2 Motion to Table: A main motion may be indefinitely tabled before it is voted on by motion made to table, which is then seconded and approved by a majority vote of the Board.

5070.4.3 Motion to Postpone: A main motion may be postponed to a certain time by a motion to postpone, which is then seconded and approved by a majority vote of the Board.

5070.4.4 Motion to Refer to Committee: A main motion may be referred to a Board committee for further study and recommendation by a motion to refer to committee, which is then seconded and approved by a majority vote of the Board.

5070.4.5 Motion to Close Debate and Vote Immediately: As provided above, any Board Member may move to close debate and immediately vote on a main motion.

5070.4.6 Motion to Adjourn: A meeting may be adjourned by motion made, seconded, and approved by a majority vote of the Board before voting on a main motion.

5070.5 Decorum.

5070.5.1 The President will take whatever actions are necessary and appropriate to preserve order and decorum during Board meetings, including public hearings. The President may eject any person or persons making personal, impertinent, or slanderous remarks, refusing to abide by a request from the President, or otherwise disrupting the meeting or hearing.

5070.5.2 The President may also declare a short recess during any meeting.

5070.6 Amendment of Rules of Order.

5070.6.1 By motion made, seconded, and approved by a majority vote, the Board may, at its discretion and at any meeting: a) temporarily suspend these rules in whole or in part; b) amend these rules in whole or in part; or, c) both.

***** END OF POLICY *****



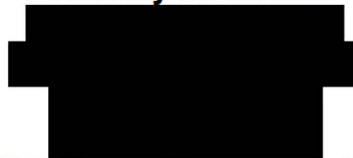
**CASTRO VALLEY SANITARY DISTRICT
2026 Board of Directors**

Ralph Johnson



RJohnson@cvsan.org (E)

Timothy McGowan



TMcGowan@cvsan.org (E)

Daniel M. Akagi



DAkagi@cvsan.org (E)

Dave Sadoff



DSadoff@cvsan.org (E)

Kristy (Dooman) Woerz



Kdoomanwoerz@cvsan.org (E)



**CASTRO VALLEY SANITARY DISTRICT
2026 Board of Directors Term Dates**

NAME: Ralph Johnson
TITLE: President
ELECTED/APPOINTED: Elected
FIRST SEATED ON BOARD: 08/01/2000
CURRENT TERM: 2022 – 2026

NAME: Timothy McGowan
TITLE: President Pro Tem
ELECTED/APPOINTED: Elected
FIRST SEATED ON BOARD: 12/07/2004
CURRENT TERM: 2025 – 2029

NAME: Daniel M. Akagi
TITLE: Secretary
ELECTED/APPOINTED: Elected
FIRST SEATED ON BOARD: 05/25/1995
CURRENT TERM: 2025 – 2029

NAME: Dave Sadoff
TITLE: Secretary Pro Tem
ELECTED/APPOINTED: Elected
FIRST SEATED ON BOARD: 03/01/2011
CURRENT TERM: 2025 – 2029

NAME: Kristy (Dooman) Woerz
TITLE: Member
ELECTED/APPOINTED: Elected
FIRST SEATED ON BOARD: 04/27/2021
CURRENT TERM: 2022 – 2026



2026 Board Officers and Committees

President

Johnson

President Pro Tem

McGowan

Secretary

Akagi

Secretary Pro Tem

Sadoff

Member

(Dooman) Woerz

CVSan Business Services Committee

Chair Johnson, Member Sadoff, Alternate (Dooman) Woerz

CVSan Communications Committee

Chair (Dooman) Woerz, Member McGowan, Alternate Akagi

CVSan Community Advisory Committee (CAC)

Liaison (Dooman) Woerz, Alternate McGowan

CVSan Finance Committee

Chair McGowan, Member Akagi, Alternate Sadoff

CVSan O&E Building Project Committee

Chair Sadoff, Member McGowan, Alternate (Dooman) Woerz

CVSan Wastewater Committee

Chair Akagi, Member Johnson, Alternate McGowan

CVSan Zero Waste Committee

Chair Sadoff, Member (Dooman) Woerz, Alternate Johnson

Alameda County Waste Management Authority

Member: Sadoff

Alternate: Akagi

California Sanitation Risk Management Authority (CSRMA) Board of Directors

Member: Sadoff

Alternate: (Dooman) Woerz

California Special Districts Association (CSDA)

Member: McGowan

Alternate: (Dooman) Woerz

East Bay Dischargers Authority

Member: Johnson

Alternate: Sadoff

OLSD Construction Committee

Member: Johnson

Alternate: Sadoff



TO: Board of Directors
FROM: General Manager, Department Heads,
and Public Outreach Specialist
SUBJECT: Board Committee Guidelines
DATE: July 18, 2022

Issue:

Castro Valley Sanitary District (CVSan)'s Board of Directors (Board) has determined that an effective means of conducting the business of the Board is to have Board Committees comprised of two Board members. These Committees meet with regularity, have agenda'd public meetings with corresponding minutes that are presented to the full Board, are administered by staff, and review subject matter in detail.

Recommendation:

Staff recommends the Board determine guidelines for each standing Board Committee, and periodically review and update guidelines as needed, at least every two years.

Background:

This is the first time staff is bringing this item before the Board. Staff presented this item to the Personnel Committee for feedback at its July 18, 2022 meeting.

Fiscal Impact and Goals Achieved:

By determining guidelines for each standing Board Committee, the Board will provide direction and set expectations for meeting frequency, level of presentation, and associated staff time to prepare and administer the meetings.

Committee Descriptions:

The following are CVSan's current standing Board Committees (not including Ad Hoc Committees), as well as each Committee's staff lead, frequency of meetings, and the types of items brought for that Committee's review and action. Presenters at the Committee meetings are determined by the staff lead, Department Head (DH), and/or General Manager (GM).

1. Communications Committee

- a. Description / Purpose: The Board's standing Communications Committee shall review district-wide external communications material intended for the public, such as the CVSan Calendar/Annual Report (CAR) and Pipeline newsletters. This Committee approves new outreach materials, methods, and high-profile communication for Wastewater and Zero Waste programs.
- b. Staff Lead: Public Outreach Specialist (POS)
- c. Meeting Frequency: Bi-Month, or as needed.

- d. Types of Items:
 - i. Quarterly Digital Performance Report
 - ii. POS Annual Work Plan
 - iii. Wastewater Communication Plan Updates
 - iv. Operations and Engineering (O&E) Building Project Outreach
 - v. Rowell Ranch Rodeo Parade Plan
 - vi. Events Outreach Schedule
 - vii. Fall Festival Plan
 - viii. Annual CAR Report
 - ix. Annual Outreach Survey Report
 - x. Annual CAR Theme Review
 - xi. CAR Production Updates
 - xii. Annual Pipeline Work Plan Review
 - xiii. Castro Valley Light Parade Plan

2. Finance Committee

- a. Description / Purpose: The Board's standing Finance Committee shall be concerned with the proper management of CVSan funds, including but not limited to budgets, financial reporting, and investments.
- b. Staff Lead: GM
- c. Meeting Frequency: Bi-Monthly, or as needed.
- d. Types of Items:
 - i. Budget
 - ii. Budget Amendments and Carryovers
 - iii. Annual Comprehensive Financial Report (ACFR)
 - iv. Audits
 - v. Auditor and Other Financial Consultant Reviews
 - vi. Actuarial Reviews
 - vii. Bond Funds for Capital Improvement Projects and Programs
 - viii. Rate Study Reviews
 - ix. Annual Reserve Fund Policy Review and Working Capital Calculation
 - x. Annual Review of the Investment of CVSan Funds Policy and 12-Month Cash Flow Requirements Calculation
 - xi. Pension and Other Post-Employment Benefits (OPEB) Funding
 - xii. Government Accounting Standards Board (GASB) Items
 - xiii. Capacity Fee Adjustments
 - xiv. Vehicle Replacements and Asset Management
 - xv. Monthly Board Reports
 - xvi. Investments and Deposits

3. Operations and Engineering (O&E) Building Project Committee

- a. Description / Purpose: The purpose of the O&E Building Project Committee is to review all items related to the eventual construction of the new O&E Building including design, project schedule, budget, and outreach items for consideration.
- b. Staff Lead: Associate Engineer (AE)
- c. Meeting Frequency: Monthly, or as needed.
- d. Types of Items:
 - i. Project Schedule Update
 - ii. Land Entitlements Update
 - iii. Construction Documents Review and Update
 - iv. Permitting
 - v. Bid Process Updates
 - vi. Construction Progress Update
 - vii. Budget and Change Order Updates
 - viii. Community Outreach Items and Meetings

4. Personnel Committee (to be renamed as Business Services Committee)

- a. Description / Purpose: The Board's standing Personnel Committee shall be concerned with the functions, activities, operations, compensation, and welfare of CVSan staff.
- b. Staff Lead: Business Services Supervisor (BSS)
- c. Meeting Frequency: Bi-Monthly, or as needed.
- d. Types of Items:
 - i. Policies and Procedures (P&P) Manual – Additions and Updates
 - ii. Memorandum of Understanding (MOU) Review and Updates
 - iii. MOU Negotiations
 - iv. Terms and Conditions (T&C) Agreement Updates
 - v. Personnel Matters – Grievances, Complaints, Etc.
 - vi. Benefits
 - vii. Information Technology (IT)
 - viii. Safety and Risk Management

5. Wastewater Committee

- a. Description / Purpose: The Board's standing Wastewater Committee shall be concerned with Capital Improvement Projects, Renewal and Replacement Projects, operations, and general outreach.
- b. Staff Lead: AE, Collection System Maintenance Supervisor (CSMS)
- c. Meeting Frequency: Bi-Monthly, or as needed.

- d. Types of Items:
 - i. State Water Board – Wastewater Discharge Requirements
 - ii. Engineering-Related Request for Proposals (RFPs) or Plans and Specifications (Award of Contract will go directly to the Board)
 - iii. Updates on Capital Improvement Projects – In-Progress or In-Design
 - iv. Annual Private Sewer Lateral (PSL) Program Report
 - v. Sewer System Management Plan (SSMP) Review
 - vi. Mainline Extension (MLX) Design Plans
 - vii. Vehicle Replacement Plan
 - viii. Code Updates
 - ix. Chemical Root Treatment (CRT) Plan
 - x. Collection System Maintenance (CSM) Department Equipment
 - xi. CSM Department Workplans
 - xii. Development Status Log
 - xiii. EBDA agreement
 - xiv. Treatment Plan

6. Zero Waste Committee

- a. Description / Purpose: The purpose of Zero Waste Committee is to steer CVSsan's efforts towards its goal of Zero Waste, provide direction to staff on key programming and general outreach, and feedback on CVSsan's delivery of solid waste services via its franchised contractor.
- b. Staff Lead: Zero Waste Supervisor (ZWSup)
- c. Meeting Frequency: Bi-Monthly, or as needed.
- d. Types of Items:
 - i. Zero Waste (ex. ZW Strategic Plan)
 - ii. Franchise Agreement (ex. issues, changes, informational updates)
 - iii. Regulatory Changes (ex. Senate Bill (SB) 1383, major legislative updates)
 - iv. Code Updates (ex. major revisions)
 - v. Event Reports and Recommendations (ex. Earth Day, Recycles Day, Filter Exchange Program, 4R Star Employee Recognition)
 - vi. Program Reports and Recommendations (ex. Commercial Programs, Multi-Family Programs, Schools Programs)
 - vii. Other Services and Pilots (ex. Street Cans, Less Than Weekly)
 - viii. StopWaste and Alameda County Waste Management Authority updates and Technical Advisory Committee notes
 - ix. Disposal Agreement
 - x. Landfill Rights

Attachments:

None.



**CASTRO VALLEY SANITARY DISTRICT
2026 Staff Directory**

Staff

Roland P. Williams, Jr. General Manager (GM) / Treasurer

Business Services Department

Stacy Marcoux-Powell	Business Services Supervisor
Michael Nelson	Public Outreach Specialist
Edward La Grange	Application Support Specialist
Purvi Solanki	Executive Assistant to the GM/Clerk of the Board
Kyle Levy	Administrative Technician
Jaquita Marengo-Angelino	Administrative Technician
Ryan McGearry	Outreach Technician
Christina Fenton	Accounting Clerk
Judy Rodriguez	Office Assistant
Vacant	Business Services Department Intern

Collection System Maintenance Department

Kevin Dip	Collection System Maintenance Supervisor
Gilbert Espinoza	Senior Collection System Maintenance Worker
Vacant	Collection System Maintenance Technician
Lorenzo Grayson	Collection System Maintenance Worker
Dominick Gates	Collection System Maintenance Worker
Christian Rico	Collection System Maintenance Worker
Vacant	Collection System Maintenance Worker Trainee

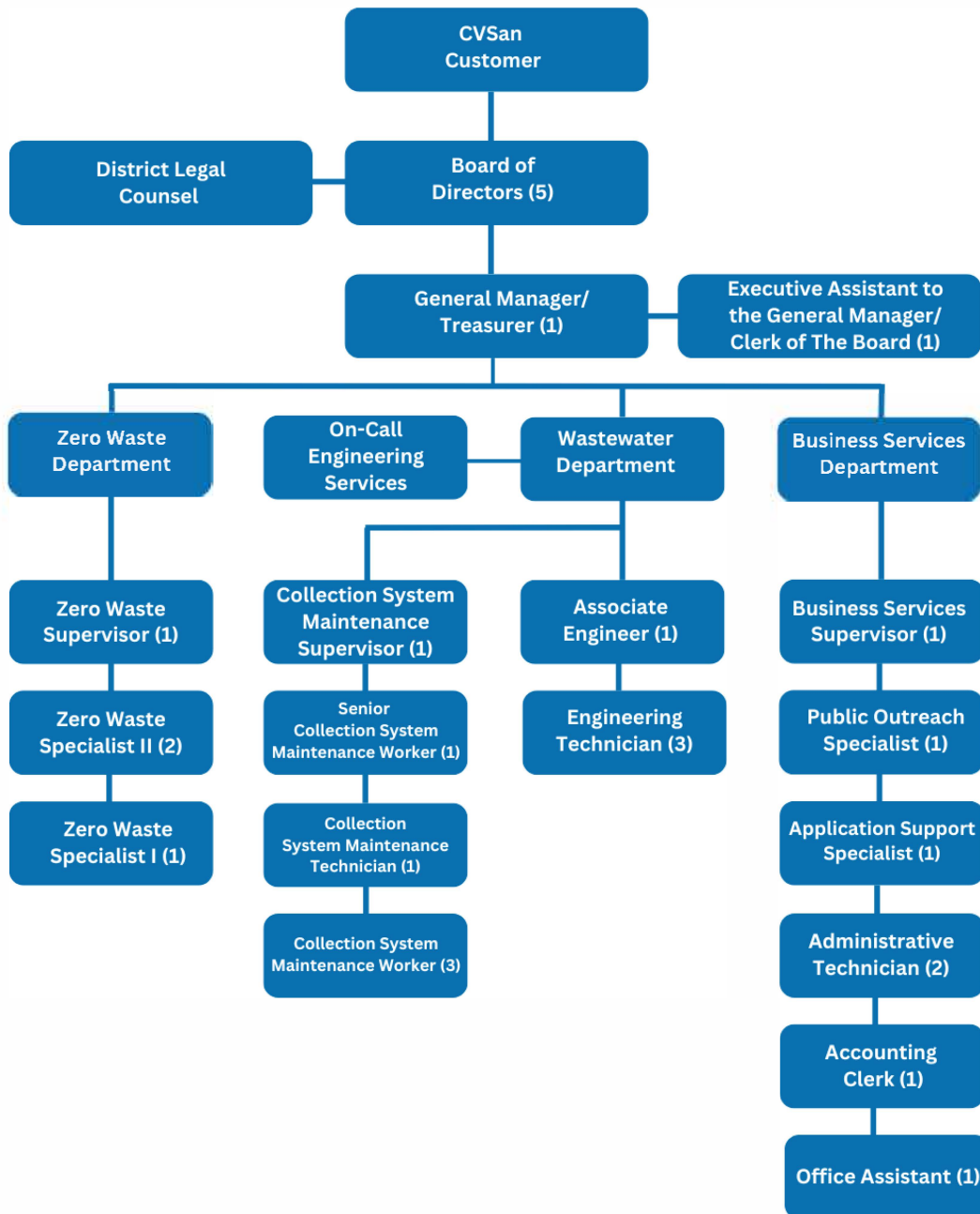
Engineering Department

Evan Choy	Associate Engineer
Natan Johnson Lennon	Engineering Technician
Vacant	Engineering Technician
Vacant	Engineering Technician
Vacant	Engineering Intern

Zero Waste Department

Naomi R. Lue	Zero Waste Supervisor
Jordan Figueiredo	Zero Waste Specialist II
Vacant	Zero Waste Specialist II
Vacant	Zero Waste Specialist I
Annie Lee	Zero Waste Program Intern

CVSan Organizational Chart





CASTRO VALLEY SANITARY DISTRICT

EFFECTIVE ENVIRONMENTAL SERVICES SINCE 1939

2024 – 2025 STATISTICAL INFORMATION SHEET

GENERAL

Castro Valley Sanitary District (CVSan) was formed on July 25, 1939 and is one of the oldest sanitary agencies in Alameda County. CVSan is a small public agency organized under the Health and Safety Code of the State of California. As a California Special District, CVSan has responsibility for the operation and maintenance of the wastewater collection system and solid waste collection services within CVSan boundaries, located in Unincorporated Alameda County.

Service Area Castro Valley is in Northern California, east of the San Francisco Bay, in the unincorporated area of Alameda County known as Eden Township. CVSan's service area encompasses 13 square miles and is located about 15 miles east of Oakland and 40 miles north of San Jose.

Population Served Approximately 66,440

Customer Base CVSan serves approximately 20,000 customers within its jurisdiction comprised of: 18,550 residential, 1,500 commercial, and one industrial users.

Services Provided

Sewage Activities

Sewage Collection CVSan collects sewage from approximately 18,550 households and 1,500 businesses.

Miles of Sewer There are approximately 160 miles of public sewer lines located in, and maintained by, CVSan.

Pump Stations CVSan has eight wastewater pump stations, which help sewage flow through the wastewater collection system to the Castro Valley/Oro Loma Wastewater Treatment Plant (WWTP).

Sewage Treatment CVSan's WWTP is jointly owned by Oro Loma Sanitary District (OLSD) (75%) and Castro Valley Sanitary District (25%). It has a permitted capacity of 20 million gallons per day and treats an average dry weather flow of 11 million gallons per day. CVSan is entitled to a nominal average dry-weather flow of five million gallons per day (MGD) through the WWTP. OLSD treats the wastewater to a secondary level through physical, biological, and chemical processes. The treated water, called effluent, is safely disposed of through a collectively owned discharge pipe into the deep waters of San Francisco Bay. The WWTP produces approximately 11 dry tons of bio solids per day. These bio solids are disposed of annually and used as alternative daily cover at the Altamont landfill.

Solid Waste Activities CVSan contracts municipal solid waste (recycling, organics, and garbage) collection and processing services to a private company (Alameda County Industries as of May 1, 2019) for residential and commercial customers, and contracts for landfill disposal. CVSan ensures compliance with Federal, State, and local regulations including mandates to reduce materials sent to landfills and reduce short-lived climate pollutants, along with a requirement to appropriately discard hazardous materials, which helps to ensure proper long-term management of our resources and the environment.

Zero Waste Activities

CVSan has a goal of zero waste by the year 2029 and a Zero Waste Strategic Plan. Staff does public outreach work and implements extensive 4Rs (Reduce, Reuse, Recycle, and Rot or Compost) programs and events in the commercial, multi-family, residential, and school sectors.

District Rates

Customer Type	<u>FY 2023/24</u>	<u>FY 2024/25</u>
Sewage Service Rates: <u>Residential Units</u> – rate per dwelling per year		
• Single-family dwellings	\$ 514.67	\$ 550.70
• Multiple-family dwellings	\$ 514.67	\$ 550.70
• Mobile homes/house trailers	\$ 514.67	\$ 550.70

Sewage Permits & Inspections: On average, 460 permits per fiscal year are issued involving sewer connections, disconnections, repairs, and inspections.

Customer Type	<u>CY 2024</u>	<u>CY 2025</u>
Sewer Connection Fees: <u>Residential Units</u>	\$ 16,402.00	\$ 16,565.00

Solid Waste Rates (1x/week service):

Single-Family Units	<u>FY 2023/24</u>	<u>FY 2024/25</u>
• 20-gallon cart per month	\$ 34.44	\$ 35.80
• 32-gallon cart per month	\$ 53.39	\$ 55.49
• 64-gallon cart per month	\$ 92.73	\$ 96.38
• 96-gallon cart per month	\$ 132.04	\$ 137.24

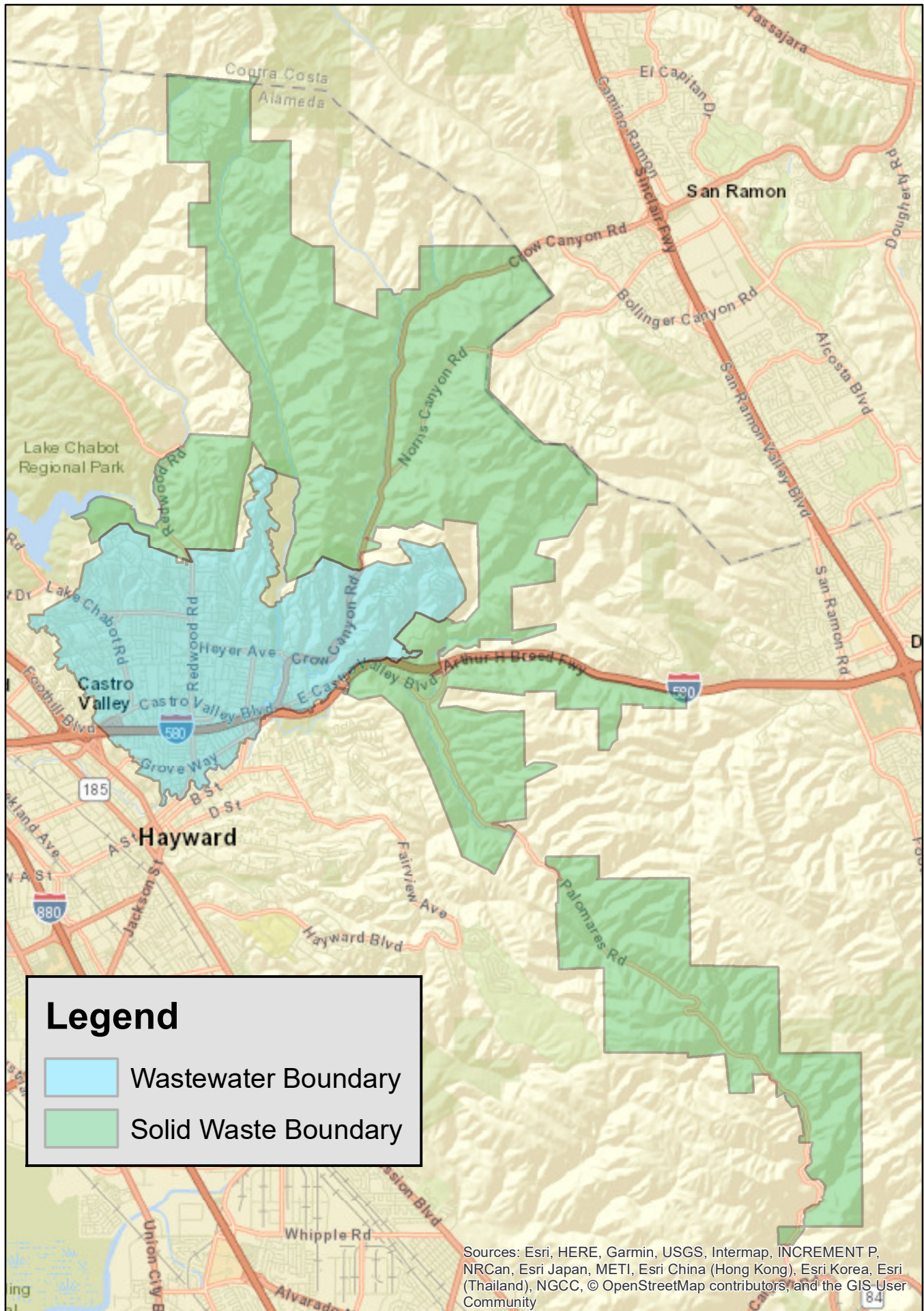
Rate includes the subscribed garbage cart above, up to a 96-gallon recycling cart, a 96-gallon organics cart, one on-call Bulky & Reuse Pick-Up, special curbside collection weeks, and two Recycles Day events including compost give-away.

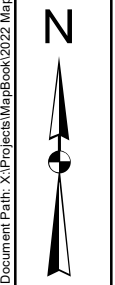
Mobile home/Multi-family/Commercial	<u>FY 2023/24</u>	<u>FY 2024/25</u>
• 1 cu yd bin / 1 cu yd bin	\$ 379.51	\$ 394.46
• 2 cu yd bin / 2 cu yd bin	\$ 702.97	\$ 730.67
• 3 cu yd bin / 3 cu yd bin	\$ 1,009.71	\$ 1,049.49
• 4 cu yd bin	\$ 847.49	\$ 880.88

Rate for 1-3 cy bins includes a custom bundle of two material types (garbage, recycling, or organics). Rate for 4 cy bin for garbage only.

CVSan Budgeted Expenditures For Fiscal Year 2024/25		
Type	Amount	%
Wastewater Collection	\$ 3,963,953	23.33%
Wastewater Treatment & Disposal	4,787,850	28.18%
Business Services Department	3,381,357	19.90%
Zero Waste Recycling	1,012,232	5.96%
Renewal & Replacement/Contingency/Other	362,750	2.13%
Total O&M Expenditures	13,508,141	79.50%
Capital Improvement Projects	3,483,000	20.50%
Total Budgeted Expenditures	\$ 16,991,141	100.00%

Castro Valley Sanitary District Boundaries

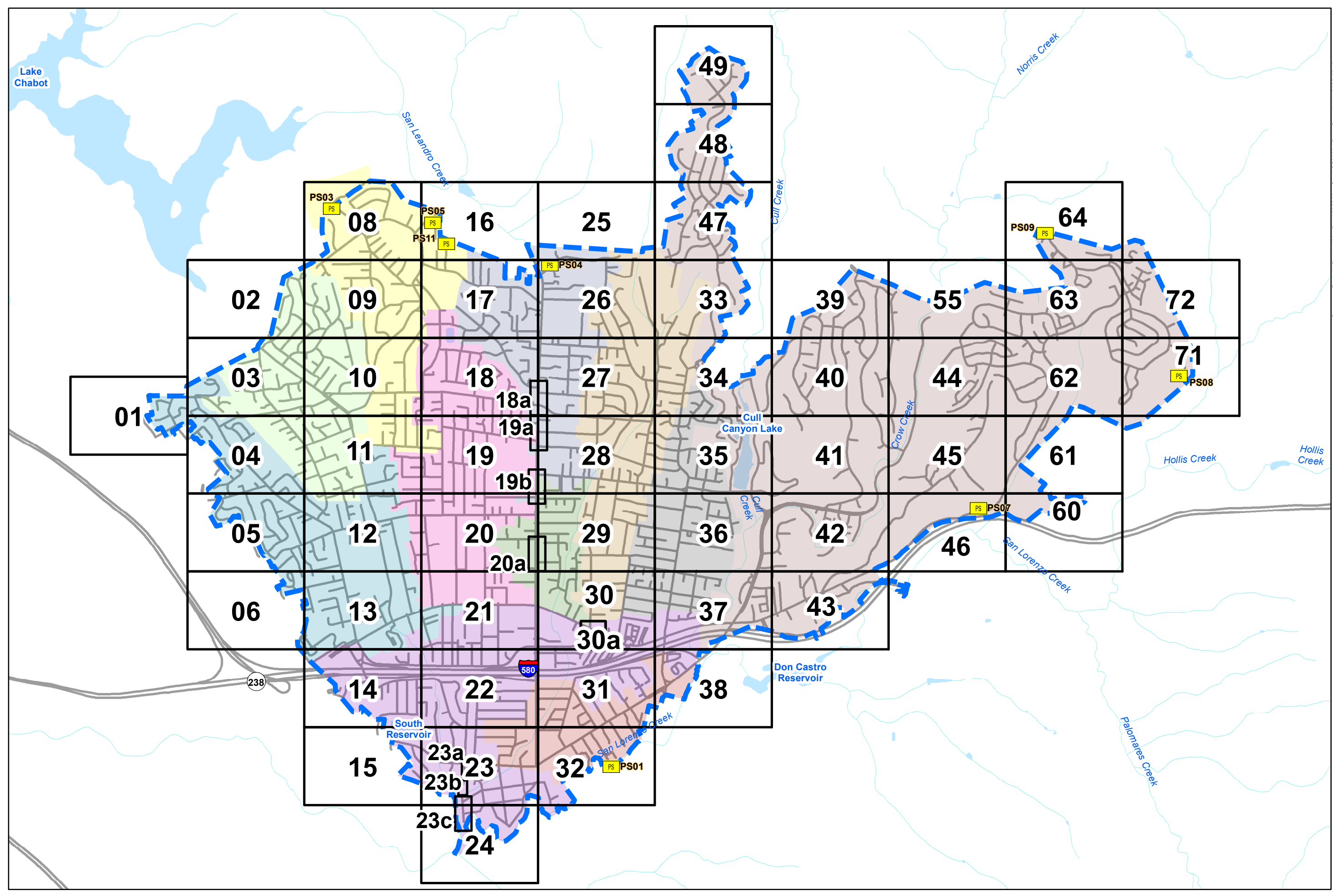


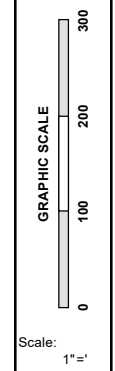
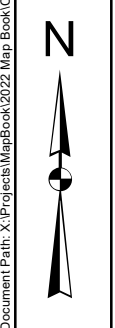


CASTRO VALLEY SANITARY DISTRICT
SEWER SYSTEM FACILITIES



INDEX







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

-  Pump Stations
-  District Boundary
-  Streets

Sanitary Structure Inventory

Lampholes




-  Abandoned
-  Active

Fittings




-  DEAD END/PLUGGED LINE
-  UNKNOWN

 WYE

Risers








-  Abandoned
-  Active
-  Sealed

Manholes

-  Abandoned
-  Active
-  Sealed

XX-XX Manhole #
X.X Manhole Depth,
Rim to Invert

Sanitary Pipe Inventory

-  Abandoned Sewer Pipe
-  Overflow
-  Sanitary Sewer
-  Trunk Line
-  Active Force Mains
-  Exposed Aerials
-  HDPE Pipes

-  BASIN 1
-  BASIN 2
-  BASIN 3
-  BASIN 4
-  BASIN 5
-  BASIN 6
-  BASIN 7
-  BASIN 8
-  BASIN 9
-  BASIN 10
-  BASIN 11

CASTRO VALLEY SANITARY DISTRICT ACRONYM LIST

ACI	Alameda County Industries, Inc.
ACPWA	Alameda County Public Works Agency
ACSDA	Alameda County Special Districts Association
ACWA	Association of California Water Agencies
ACWMA	Alameda County Waste Management Authority (Stopwaste.org)
ADMIN	CVSan's Administrative Department
ALCO	Alameda County
ANPRM	Advanced Notice of Proposed Rulemaking
APWA	American Public Works Association
AWWA	American Water Works Association
BAC	Bioenergy Association of California
BACWA	Bay Area Clean Water Agencies
C&D	Construction and Demolition
CAAQS	California Ambient Air Quality Standard
CAC	Community Advisory Committee
CalARP	California Accidental Release Prevention Program
CAPIO	California Association of Public Information Officials
CARB	California Air Resources Board
CASA	California Association of Sanitation Agencies
CCTV	Closed Circuit Television Inspections
CDFA	California Department of Food & Agriculture
CDPH	California Department of Public Health
CDO	Cease and Desist Order
CEC	California Energy Commission
CECs	Constituents of Emerging Concern
CEQA	California Environmental Quality Act
CFR	Code of Federal Regulations
CIWMB	California Integrated Waste Management Board
CIWQS	California Integrated Water Quality System Project
CMOM	Capacity, Management, Operation and Maintenance
CPUC	California Public Utilities Commission
CRRA	California Resource Recovery Association
CSD	CVSan's Collection System Maintenance Department
CSDA	California Special Districts Association
CSO	Combined Sewer Overflow
CSRMA	California Sanitation Risk Management Association
CTR	California Toxics Rule
CUAC	Commercial Users Advisory Committee
CUCCAC	California Uniform Construction Cost Accounting Commission
CVCWA	Central Valley Clean Water Association
CVSan	Castro Valley Sanitary District
CVSD	Castro Valley Sanitary District (prior to becoming CVSan)
CWA	Clean Water Act
CWEA	California Water Environment Association

CASTRO VALLEY SANITARY DISTRICT ACRONYM LIST

DFG	Department of Fish and Game
DH	Department Head
DO	Dissolved Oxygen
DOC	Department of Conservation
DPIs	District Performance Indicators
DSRSD	Dublin San Ramon Services District
DTSC	Department of Toxic Substances Control
DSTS	Davis Street Transfer Station
EBDA	East Bay Dischargers Authority
EBEDA	East Bay Economic Development Alliance
EBMUD	East Bay Municipal Utility District
EDW	Effluent Dominated Waterbody
EIS/EIR	Environmental Impact Statement/Report
ENG	CVSan's Engineering Department
EPA	Environmental Protection Agency
EPP	Environmentally Preferable Purchasing
EPR	Extended Producer Responsibility
ESMP	Electronic Self-Monitoring Report
E-Waste	Electronic Waste
FCWA	Federal Clean Water Act
FF	Castro Valley Fall Festival
FOG	Fats, Oil, and Grease
FSEs	Food Service Establishments
GASB	Government Accounting Standards Board
GFOA	Government Finance Officers Association
GHG	Greenhouse Gas
GIS	Geographical Information System
HAP	Hazardous Air Pollutant
HARD	Hayward Area Recreation Department
HHW	Household Hazardous Waste
JPA	Joint Powers Authority or Agency
LA	Load Allocation (non-point sources)
LAFCo	Local Agency Formation Commission
LAIF	Local Agency Investment Fund
LAVWMA	Livermore-Amador Valley Water Management Agency
LEED	Leadership in Environmental and Energy Design
LHC	Little Hoover Commission
LOCC	League of California Cities
LRGP	Lateral Replacement Grant Program

CASTRO VALLEY SANITARY DISTRICT ACRONYM LIST

MAC	Municipal Advisory Committee
MACT	Maximum Achievable Control Technology (air controls)
MCL	Maximum Contaminant Level
MGD	Million Gallons per Day
MMP	Mandatory Minimum Penalty
MOU	Memorandum of Understanding
MRF	Material Recovery Facility
MSR	Municipal Services Review
MSW	Municipal Solid Waste
MUN	Municipal Drinking Water Use
NACWA	National Association of Clean Water Agencies
NAS	National Academy of Sciences
NCRA	Northern California Recycling Association
NGOs	Non-Governmental Organizations
NOP	Notice of Preparation
NOX	Nitrogen Oxides
NPDES	National Pollutant Discharge Elimination System
NPS	Non-Point Source
NTR	National Toxics Rule
OERP	Overflow Emergency Response Plan
OES	Office of Emergency Services
OLSD	Oro Loma Sanitary District
OMB	Office of Management and Budget
ONRW	Outstanding National Resource Water
P&P	Policies and Procedures Manual
PAG	Public Advisory Group
PAHs	Polynuclear Aromatic Hydrocarbons
PCBs	PolyChlorinated Biphenyls
PCC	Public Contract Code
PET	Polyethylene Terephthalate (PET) containers (plastic bottles)
POTWs	Publicly Owned Treatment Works
PPCPs	Pharmaceutical and Personal Care Products
PSSEP	Partnership for Sound Science in Environmental Policy
QA/QC	Quality Assurance/Quality Control
RCRA	Resource Conservation and Recovery Act of 1976
Region IX	Western Region of EPA (CA, AZ, NV, & HI)
RFP	Request for Proposal
RFQ	Request for Qualifications
RMP	Risk Management Program
RO	Reverse Osmosis

CASTRO VALLEY SANITARY DISTRICT ACRONYM LIST

RPPP	Recycled Product Purchase Preference
RRRP	Rowell Ranch Rodeo Parade
RWQCB	Regional Water Quality Control Board
SAG	Stakeholder Advisory Group
SCAP	Southern California Alliance of POTWs
SEP	Supplemental Environmental Project
SFBRWQCB	San Francisco Bay Regional Water Quality Control Board
SIP	State Implementation Policy (CTR/NTR criteria)
SLAPP	Strategic Lawsuit Against Public Participation
SRF	State Revolving Fund
SS	Suspended Solids
SSC	Sewer Service Charge
SSMP	Sewer System Management Plan
SSO	Sanitary Sewer Overflows
SW	CVSan's Solid Waste Department
SWANA	Solid Waste Association of North America
SWRCB	State Water Resources Control Board
TAC	Toxic Air Contaminant or <u>Technology Advisory Committee</u>
TDS	Total Dissolved Solids
TMDL	Total Maximum Daily Load
TSO	Time Schedule Order
TSS	Total Suspended Solids
USEPA	United States Environmental Protection Agency
UPCCAA	Uniform Public Construction Cost Accounting Act
USD	Union Sanitary District
UV	Ultraviolet
UVM	Ultrasonic Velocity Meter
U-Waste	Universal Waste
VOCs	Volatile Organic Compounds
WAS	Waste Activated Sludge
WDR	Waste Discharge Requirements
WEF	Water Environment Federation
WERF	Water Environment Research Foundation
WET	Whole Effluent Toxicity
WESTCAS	Western Coalition of Arid States
WIFIA	Water Infrastructure finance and Innovation Act
WIN	Water Infrastructure Network
WLA	Waste Load Allocation (point sources)
WMAC/WM	Waste Management of Alameda County, Inc.
WMI	Watershed Management Initiatives
WQOs	Water Quality Order

CASTRO VALLEY SANITARY DISTRICT ACRONYM LIST

WRA	Wastewater Research Assistant
WRFP	Water Recycling Funding Program
WRDA	Water Resources Development Act
WWTP	Water Treatment Plan
WQBEL	Water Quality Based Effluent Limitation
WQS	Water Quality Standard
WW	CVSan's Wastewater Department

Final Community Advisory Committee (CAC) Work Plan January – December 2026

January 8th (Zero Waste Department)

Regular Business:

1. Board Meeting Minutes
2. CAC Minutes
3. Committee Guidelines, Term Limits, and CAC Role Review (Kristy)
4. CAC Handbook Review (Purvi)
5. Elect a new Chair and Vice-Chair for 2026
6. Finalize January – December 2026 Work Plan

Informational Updates: (Q and A)

1. Schools Programs, Reusables (Jordan, Belinda)
2. SB 1383 (Belinda)
3. ACI Services and Events (Naomi)

Items for Feedback and Recommendations:

1. List of Accomplishments Improvement (Recommendation to the Board) (Roland)
2. LRGP/Low Income Program (Roland)
3. Pipeline Adjustments (Mike)

February No Meeting

March 12th (Engineering Department)

Regular Business:

1. Board Meeting Minutes
2. CAC Minutes
3. Recommendation Sheet Review

Informational Updates: (Q and A)

1. PSL Program/Repair Inspections (Evan)
2. 10 Year CIP Update/Current CIP Projects (Evan)
3. Commercial FOG Program (Natan)

Items for Feedback and Recommendations:

1. 2027 Calendar Theme Review (Mike) (Recommendation to the Board)
2. Budget (Roland)

April – No Meeting

May 14th CAC FIELD TRIP (TBD)

Suggestions:

- Materials Recovery Facility

June No Meeting

July 9th (Business Services Department)

Regular Business:

1. Board Meeting Minutes
2. CAC Minutes
3. Recommendation Sheet Review

Informational Updates: (Q and A)

1. Budget Update/Financial Audit (Roland)
2. CVSan Comms Framework Update (Mike)
3. Wastewater Treatment Plant Update (Roland)

Items for Feedback and Recommendations:

1. Center Street Lobby (Judy)
2. Transparency Review (Kyle)
3. PSL Video Updates (Mike)

August – No Meeting

September 10th (Collections System Maintenance Department)

Regular Business:

1. Board Meeting Minutes
2. CAC Minutes
3. Recommendation Sheet Review

Informational Updates: (Q and A)

1. CRT Program Update (Kevin)
2. Preventative Maintenance (Kevin)
3. SSO Response (Kevin)

Items for Feedback and Recommendations:

1. Earth Day Charity (Recommendation to the Board) (Naomi)
2. Zero Waste Week 2027 (Naomi)
3. SSMP Review (Evan)

October No Meeting

November 12th - Holiday Social/Appreciation Dinner

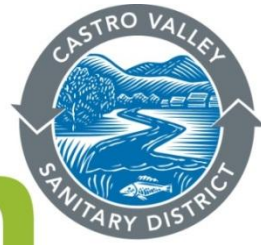
Regular Business:

1. Board Meeting Minutes
2. CAC Minutes
3. Recommendation Sheet Review (Mike)
4. Draft January – December 2027 CAC Work Plan (Mike)

Reports, Updates, & Committee Business:

1. Zero Waste Department Year in Review (Naomi)
2. Engineering Department Year in Review (Evan)
3. Business Services Department Year in Review (Stacy)
4. Collections Department Year-In-Review (Kevin)

December – No Meeting



Zero Waste Department Update

Schools Programs

- **Green Ribbon**
 - Check presentations at 8 schools
 - Promoted program and award history
 - App due Feb 6th
- **Bins & Signs**
 - Signs updated & replaced
 - Bin and program check-ins completed



Schools Programs

- **Refresher Assemblies**
 - Presented 24 assemblies at 13 schools
 - Green Ribbon Shine theme

- **4Rs Field Trips**
 - Welcomed back 3rd grade classes in person
 - Presented 15 field trips to 30 classrooms, 4 to go
 - 4Rs, 3Ps, how to sort, 4Rs Dance, recycled paper, tour



Stanton Elementary Reusable Foodware Pilot



Before...

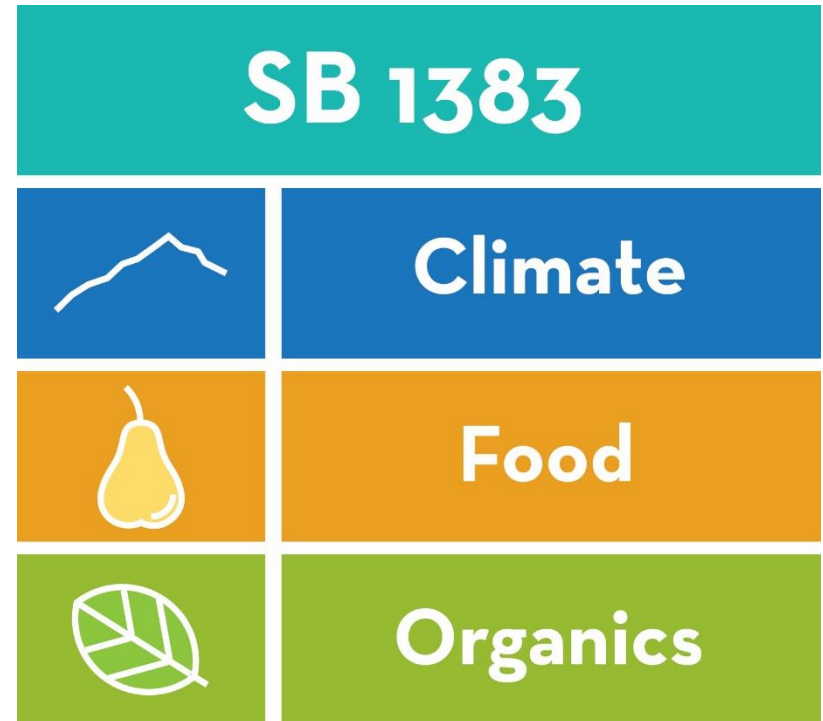


After!



Senate Bill 1383

- **16,019 Total Accounts Receiving Information**
- **Business Compliance**
 - 401 businesses
 - 10 notices of violation issued, 7 resolved
 - 13 Tier 1 & 2 Generators Audited / assisted
- **2 Complaints Resolved**
 - Education and service changes needed



Compost Hubs



Compost Hubs

Compost Hub in Castro Valley

- Investigating option to provide free compost to residents on ongoing basis
- Compost pile accessible to public during set hours
- Currently in 8 jurisdictions in Alameda County



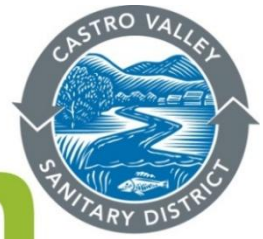
ACI Services & Events

- **Increase in Requests and Scope**
 - 10 events in 2023, 13 in 2024
 - 15 events in 2025
 - Church of the Transfiguration Crab Feed Event on January 25
 - Soccer Club Tournament on February 22 and 23
 - History Parade Event on May 10
 - Events at Rowell Ranch from May to September
 - Car Show on June 15
 - Rotary Club Restaurant Walk on August 13
 - Chamber Fall Festival on September 6 and 7
 - ForestR Pocket Park Cleanup on September 19
 - Our Lady of Grace Fall Festival – September 27
 - Greek Festival from October 4-5
 - Rotary Club Movie Night in the Park on October 18
 - St. Vincent de Paul Event on October 24
 - Soccer Club Event on November 1 - 2
 - Light Parade on November 8
 - Scouting America Food Drive on November 15

ACI Services & Events

- **Cubic Yards in ACI Agreement**
 - 480 CY annual maximum reached in 2025*
 - *Included some Center St. C&D debris
- **Recommendation to ZW Cmte: Recycling & Organics Only**
 - Mission-aligned
 - Increasing events
 - ACI can donate garbage sometimes





Questions?

Effective environmental services since 1939

CVSAN ACCOMPLISHMENTS 2025

All Departments

1. Successfully coordinated the relocation of CVSan's operations from the Marshall Street building to the new Center Street headquarters, overseeing all aspects of the move including movers, information technology (IT) logistics, file purging and shredding, and workplace setup, with active participation from all staff. This careful planning and collaboration ensured a smooth transition with minimal disruption to operations, strengthened teamwork, and optimized the new workspace for efficiency and productivity.

Business Services Department (BSD)

1. Executed a three-year lease agreement with the Alameda County Fire Department for the Marshal Street building, generating a total revenue of \$474,723.36 over the lease term. This lease maximizes the value of CVSan's assets, provides a stable revenue stream, and supports interagency collaboration.
2. Hosted a ribbon-cutting ceremony for the new Center Street headquarters and received proclamations from StopWaste, Oro Loma Sanitary District (OLSD), East Bay Municipal Utility District (EBMUD), and the Rotary Club of Castro Valley, as well as three Certificates of Recognition from Congressman Eric Swalwell, Senator Timothy Grayson, and Assemblymember Liz Ortega. These events and recognitions publicly highlighted CVSan's investment in modern, efficient facilities, strengthened relationships with local and regional partners, and showcased CVSan's commitment to serving the community while celebrating a major organizational milestone.
3. Provided oversight and/or event leadership to 11 teams of staff assigned to help with different aspects of preparing for the move to Center Street, including:
 - a. Website Updates
 - b. Address Change
 - c. Code Updates for Board Meetings
 - d. Good Neighbor and Annual Community Meeting
 - e. Guest and Lobby Management
 - f. Facilities Maintenance
 - g. Grand Opening / Ribbon Cutting
 - h. IT/Telecom
 - i. Emergency Plans
 - j. Policies and Procedures
 - k. File Purge and Hard Copy Management
4. Created or made updates to 17 policies, including the creation of Policy No. 2272 – Use of Artificial Intelligence (AI) Systems, which established clear guidelines for the

responsible, ethical, and transparent use of AI, protecting both staff and CVSan while supporting innovation and consistency.

5. Successfully recruited for and hired the following positions, including temporary help through our reinstated Intern Program which has been on hold since the COVID-19 pandemic:
 - a. Engineering (ENG) Intern: April 2025
 - b. Collection System Maintenance Worker (CSMW) (x2): June 2025
 - c. Business Services (BS) Intern: June 2025
 - d. Zero Waste (ZW) Intern: August 2025
 - e. Associate Engineer (AE): August 2025
 - f. Outreach Technician (OT): October 2025
6. Staff initiated labor negotiations with the represented employee group ahead of the contract end date in June 2026, which demonstrates proactive workforce planning and a commitment to maintaining positive labor relations. These efforts ensure that CVSan can collaboratively address employee needs, align compensation and benefits with organization goals, and support a productive, engaged, and stable workforce.
7. General Manager (GM) was nominated to serve as President of the California Association of Sanitation Agencies (CASA) Educational Foundation, which enhances CVSan's visibility, influence, and engagement in policy, education, and governance discussions impacting sanitation agencies.
8. GM was nominated to serve as a member of the Baywood Court Retirement Community Board, which improves CVSan's community partnerships, strengthens relationships with local stakeholders, and supports informed collaboration on issues affecting residents and CVSan services.
9. One BSD Administrative Technician (AT) attended and completed the California Special Districts Association (CSDA) 2025 Board Secretary / Clerk Conference Advanced Coursework which strengthens internal expertise in Board support, governance best practices, and compliance.
10. GM and Public Outreach Specialist (POS) presented on the Outreach panel at the CASA Winter Conference, which allowed CVSan to share best practices, elevate CVSan's professional reputation, and contribute to statewide discussions on effective community engagement.
11. Implemented CVSan's first ever diabetes safety training, updated shelter-in-place supplies to include diabetic supplies, and arranged cardiopulmonary resuscitation/automated external defibrillator (CPR/AED) and First Aid certification for most staff. These initiatives improve workplace safety, inclusivity and emergency preparedness, ensuring staff are equipped to respond effectively to medical incidents and support a safer environment for employees and visitors.

12. Completed the financial audit and received a “clean” unmodified opinion on the Fiscal Year (FY) 2024/25 Report, which confirms the integrity of CVSan’s financial controls, accounting practices, and stewardship of public funds.
13. Completed the Biennial Operating Budget Fiscal Year 2025/26 & 2026/27 (Budget), which ensures alignment of financial resources with CVSan priorities, supports informed decision-making by the Board and staff, and maintains fiscal stability and transparency. The Budget process included successfully completing the Proposition 218 process to ensure legal compliance, transparency, and meaningful public participation in rate-setting decisions.
14. Start the transition of CVSan’s banking services to Five Star Bank, which will reduce annual bank fees and improve customer service, enhancing financial efficiency and better support CVSan operations.
15. Transitioned to an opt-in mailing strategy for the CVSan Calendar, which reduced unnecessary printing and mailing costs, resulting in at least \$30,000 in savings while supporting sustainability goals and maintaining customer access to information.
16. Partnered with CV Strategies to develop a unified CVSan Communications Framework to ensure consistent messaging across all channels, which enhanced collaboration amongst staff and aligned team goals, ultimately leading to more effective outcomes.
17. Enhanced CVSan’s outreach capabilities through the purchase of video production equipment and editing software, while establishing a new vendor relationship that resulted in approximately 15% in cost savings and can support future outreach and IT equipment needs.
18. Continued administration of the Lateral Replacement Grant Program (LRGP) with an increased level of funding for the third consecutive year. This allowed CVSan to successfully complete the 26th year of the LRGP by granting funds to 50% more property owners than in most previous years. Since its inception in 1998, the LRGP has granted over \$2.5 million to the community for more than 800 properties.
19. Completed multiple competitive procurement processes, including Requests for Proposals/Quotes (RFPs/RFQs) for janitorial services, printing services, and IT services, and established a formal protocol for RFP bid protests. Conducting competitive procurement processes ensures transparency, fairness, and best value in vendor selection while aligning contracted services with CVSan’s operational needs.

Wastewater (WW) Department

1. In accordance with CVSan’s vehicle-purchasing plan, completed purchase of a new electric vehicle (EV) and approved purchase order for a new Hydro-Jetter vehicle and delivery is pending in 2026.

2. Successfully submitted CVSan's Sanitary Sewer Management Plan (SSMP) Update to the State Water Resources Control Board, fulfilling a regulatory requirement under the Statewide Waste Discharge Requirements and supporting ongoing compliance with sewer system management standards.
3. Conducted a Collection System Maintenance (CSM) Department workshop facilitated by the GM to improve communication and set expectations for the department.
4. Updated and implemented the CSM Work Plan to improve consistency, accountability, and productivity, which significantly increased staff efficiency.
5. Improved communication with residents before and after field work, enhancing transparency and in alignment with the Strategic Plan Customer Service Pillar.
6. Continued refinement of maintenance cycles based on condition assessment data to ensure the collection system operates at the highest level.
7. Implemented enhanced data review processes following an increase in sanitary sewer overflow (SSO) incidents to improve service reliability and reduce the likelihood of future SSOs.
8. In accordance with the CSM Work Plan, performed maintenance on 729,066 feet of sewer pipes during the calendar year, demonstrating a strong commitment to preventive maintenance and system reliability.
9. Welcomed two new CSMWs, strengthening the workforce with staff who bring prior wastewater industry experience.
10. One CSMW demonstrated initiative and promptly acquired a commercial DMV Class A License within three months of his hire date.
11. CSM Department staff obtained National Association of Sewer Service Companies (NASSCO) certifications in the Maintenance Hole Assessment Certification Program (MACP), Lateral Assessment Certification Program (LACP), and Pipe Assessment Certification Program (PACP) following the completion of a three-day training that was designed to equip staff to immediately perform standardized pipeline and maintenance hole assessments. This training and preparation aligns with national accredited pipeline assessment standards that CVSan follows.
12. One CSMW acquired his California Water Environment Association (CWEA) Collection System Maintenance Grade 1 Certification, supporting workforce development and professional competency within the department.
13. Completed all Safety Tailgates and trainings in bi-weekly and monthly sessions, to reinforce safety awareness about potential hazards in field operations, ensure a safety-first mindset and uphold CVSan's longstanding safety record.
14. Senior CSM staff attended a leadership training focused on emotional intelligence and effective leadership skills to strengthen their ability to mentor, support and lead new staff toward success.

15. Engineering Department staff attended the Pipe User Group Annual Sharing Technologies Seminar in Concord to stay current on and best practices in pipeline systems and projects.
16. One Engineering Technician (ET) attended the 2025 Environmental Systems Research Institute (ESRI) User Conference in San Diego supporting effective use of Geographic Information System (GIS) technology.
17. Two CSM staff attended the CWEA Annual Conference in Palm Springs to support professional development, learn about the latest technology and tools, and to network and make connections with other industry professionals in California.
18. The Collection System Maintenance Supervisor and Associate Engineer attended Water Environment Federation's Technical Exhibition and Conference (WEFTEC), gaining exposure to national best practices, emerging technologies and industry trends related to business operations, staffing, vendors and the use of AI. After the conference, closed-camera television (CCTV) vendor demonstrations and computerized maintenance management system (CMMS) meetings were scheduled to evaluate opportunities for improvements.
19. CVSan was awarded the CWEA San Francisco Bay Section (SFBS) Small Collection System of the Year Award for 2024, recognizing excellence in system operation, maintenance, and regulatory compliance.
20. CVSan was selected and interviewed for the CWEA SFBS Small Collection System of the Year Award for 2025. Although the award was not received, staff will seek feedback and apply lessons learned to strengthen future submissions.
21. Pump Station 4 was added to CVSan's capital improvement project list, to support long-term infrastructure planning and system reliability.
22. On-site storage was established for a bypass electrical generator and bypass pump in the vehicle bay to improve emergency response.
23. Executed the Private Sewer Lateral (PSL) Program utilizing the online web portal with permitting, payment, and scheduling options. Staff issued 447 Repair and CCTV permits and achieved a 98% compliance rate for the PSL Program. The online permit portal continues to be successful and has maintained over a 95 % compliance rate.
24. Staff successfully performed in project manager roles and assisted with construction management support for the District Project (DP) 96 – Operations and Engineering (O&E) Building Project. All staff and operations were successfully moved to the new office.
25. Accepted the Mainline Extension (MLX) project for Tract 8630, which included a total of 47 Single Family Dwellings with 23 Junior Accessory Dwelling Units and 610 linear feet of new mainline sewer extension (MLX).
26. Completed the 2024 Sewer Service Charge (SSC) Audit, including all commercial businesses east of Santa Maria Avenue, which included over 600 businesses.

27. Staff successfully implemented SwiftComply, a Fats, Oils, and Grease (FOG) Management Software, enabling food service establishments to upload grease trap and interceptor maintenance records electronically for staff review. The system improves inspection efficiency, supports the State Notice of Violation, and allows staff to focus time on food service establishments that have not submitted records, streamlining staff's operations and inspections.
28. Staff purchased a new locator for the Engineering Department and used the locator to map the force main for Pump Station 1. This allows staff to document GPS coordinates for existing maintenance holes, new maintenance holes and sewer main replacement and new installations which will allow staff to create more precise map books for the CSM Department.
29. Staff completed the review and update of the Gravity Sewer Asset Management Plan (GSAMP) in coordination with On-Call Engineering Services provider BKF Engineers, subconsultant V.W. Housen and Associates, and CSM Department staff.
30. Staff coordinated the removal of the Conex Containers stored at Pump Station 7 and Rowell Ranch to centralize storage of CVSan's inventory and improve organization onsite at the new office.
31. Staff successfully obtained a \$150,000 plus grant for electric vehicle (EV) charging stations procurement and installation. This aligns with CVSan's mission to be a leader in environmental stewardship.
32. Staff successfully hosted the 1st Annual Good Neighbor meeting as part of CVSan's Conditional Use Permit for the Operations and Engineering (O&E) Building Project, and positive feedback was received from attendees.
33. Engaged HF&H Consultants to perform a Wastewater Rate Study Update to evaluate sewer rate adjustment scenarios and bond issuances related to wastewater collection and treatment plant projects, and developed a rate strategy that considers all current and anticipated expenditures, including projected costs necessary for general repairs, capital improvements, and ongoing operations and maintenance (O&M).

Zero Waste (ZW) Department

1. Submitted for and received the Solid Waste Association of North America (SWANA), Northern California Gold Rush Chapter, Outstanding Public Agency Award 2025.
2. Acted as oversight and co-leads for the team organizing CVSan's Ribbon Cutting Ceremony which included preparation of the ceremony script and tours, coordination of transportation needs, outreach and publicity, and coordination with the Alameda County Special Districts Association (ACSDA) Membership Meeting.
3. Researched and selected three-stream indoor and outdoor receptacles for CVSan's new office headquarters. Receptacles were designed to last decades and were purchased utilizing zero waste grants.

4. Completed new emergency evacuation and safety items maps for the new office for the first and second floors. Developed, ordered, and placed safety decals for inside doors, metal safety signs for outdoor spaces, and coordinated replacement directional signs assisting the public with locating the new office. Researched and worked with CSM staff to identify safety signs to place outside of the Chemical Storage building.
5. Zero Waste Supervisor (ZWSup) was elected to serve as an Executive Officer / Vice-President for SWANA's Northern California Gold Rush Chapter 2025/26.
6. ZWSup received the SWANA Northern California Gold Rush Chapter Outstanding Service Award 2025.
7. ZWSup was reelected for a two-year term on the California Product Stewardship Council (CPSC)'s Board of Directors, a non-profit organization and California's leader on product stewardship and extended producer responsibility.
8. A Zero Waste Specialist II presented on CVSan's Schools Programs at a Northern California Recycling Association schools meeting with over 60 industry professionals and school teachers in attendance
9. Designed new sign artwork for Alameda County Industries (ACI) vehicles for implementation in 2025 to help educate members of the public about the 4Rs – Reduce, Reuse, Recycle, and Rot.
10. Promoted ACI's campaign in partnership with Tree Nation and encouraged over 534 customers to switch to paperless billing.
11. Initiated and oversaw the implementation of 88 metal ACI bins for swapping, repainting, repair, and delivery to commercial and multi-family customers; 258 total bins have been swapped and 164 remain. 313 carts from the prior hauler and damaged carts were removed and swapped as needed.
12. Oversaw and promoted two Textile Collection Weeks (TCWs) to encourage residents to set out bagged textiles curbside for reuse and recycling, resulting in a total of 41,292.58 pounds of textiles collected during the June and October TCWs.
13. Successfully submitted the Electronic Annual Report (EAR), Senate Bill (SB) 1383 Annual Report, City/County Payment Program (CCPP), and Used Oil Payment Program (UOPP) expenditure reporting to CalRecycle. Submitted Funding Requests for CCPP fiscal year (FY) 2023/24 and for UOPP FY 2024/25 to CalRecycle. Staff continued transitioning administrative responsibilities for CalRecycle funding programs to the Alameda County Community Development Agency.
14. Launched a local campaign and recruited three retailers to sell refillable one pound propane cylinders and educate the public on the benefits of switching from single-use to refillable cylinders
15. Conducted a refillable one pound propane cylinder exchange event at the July 2025 Recycles Day event, where over 200 refillable cylinders were distributed.

16. Developed a new format and slides for 4Rs Field Trips at CVSan's new Center Street Office. Presented 15 field trips to 30 classrooms, distributing over 680 Zero Waste Characters activity books and over 680 Defenders of the Bay Wastewater comic books to third grade students.
17. Presented 24 School Refresher assemblies and presentations to over 4,200 students at 13 schools during the beginning of the school year.
18. Certified 14 schools for the Green Ribbon Program with a combined diversion rate of over 92%. Distributed over 680 recycled pencils to promote the "Green Ribbon Shine" theme.
19. Worked with school staff and students for input and developed, printed and installed new 11x17 inch school-specific recycling, organics, and garbage signs at eight schools.
20. Certified one new business and recertified three businesses for additional terms in the 4R Star Business Program; 160 businesses have been certified since 2009.
21. Hosted two in-person Recycles Day events in partnership with ACI, as well as Alameda County Household Hazardous Waste Facility for the July 2025 event. Successfully implemented quick response (QR) Code ticketing system for the events and conducted a comprehensive evaluation to understand attendance trends.
22. Presented one Used Motor Oil Filter Exchange Program event in Fall 2025, which had 421 participants.
23. Met SB 1383 regulatory requirements by completing site visit audits at over 160 commercial businesses and multi-family communities and coordinating with ACI to complete required Route Reviews and to support contamination minimization.
24. CVSan applied for and received \$173,811 through CalRecycle's SB 1383 Local Assistance Grant Program for funds to cover donation of organics containers to the community, recordkeeping and reporting software, and personnel expenses.
25. Worked with the Castro Valley Library to purchase 88 discounted-rate book copies spanning 42 titles as part of an Altamont Settlement Agreement Educational Advisory Board (EAB) grant project for CVSan to donate books on the 4Rs and zero waste to the library.
26. Provided oversight and/or team leadership to five teams of staff assigned to help with different aspects of preparing for the move to Center Street, including:
 - a. Electric Vehicle Chargers
 - b. Good Neighbor and Annual Community Meeting
 - c. Ribbon Cutting
 - d. Interior Décor / Signage
 - e. Solid Waste Management



TO: Community Advisory Committee

FROM: Roland P. Williams, Jr. General Manager

SUBJECT: Modified Lateral Replacement Grant Program (LRGP)

DATE: December 18, 2025

Issue:

Castro Valley Sanitary District's (CVSan's) Lateral Replacement Grant Program (LRGP) has been reviewed by staff, the Community Advisory Committee (CAC), and the Board of Directors (Board) to evaluate potential modifications that would better serve the community's needs. The CAC is being asked to provide refined recommendations on implementing a modified LRGP with a low-income component.

Recommendation:

Staff recommends that the CAC review the previously discussed modifications to the LRGP and provide specific guidance on program implementation details, including eligibility criteria, funding allocation, grant amounts, application timeline, terminology, and pilot program parameters. The CAC's recommendations will be presented to the Board.

Fiscal Impact:

The current LRGP is funded at \$75,000 annually from Wastewater Department funds and staff currently spend about eight hours per week on LRGP during the first three months of the program, decreasing to about three hours per week thereafter. Adding a low-income component would require approximately 30 minutes of additional staff time per application to verify eligibility documentation, plus an estimated one additional hour per week for updating contractor lists and verifying contractor eligibility. All other aspects of the LRGP administration would remain unchanged.

Background:

The purpose of CVSan's LRGP is to provide an incentive for property owners to replace older and structurally deficient private sewer laterals that contribute to inflow and infiltration (I&I) into CVSan's wastewater collection system. Since its inception in 1998, the program has facilitated the replacement of over 51,137 linear feet of lateral pipe and awarded nearly \$1.5 million in grants to more than 875 individual property owners. In fiscal year 2024/25, \$75,000 was allocated to the program, with eligible residents receiving up to \$2,000 in assistance toward the cost of lateral repairs. The average cost to replace a lateral has increased significantly over time, from about \$2,000 in 1998 to about \$6,500 today.

In 2019, CVSan introduced the Private Sewer Lateral (PSL) Program. Since its rollout, the PSL Program has supported the replacement of 24.40 miles of private sewer laterals within CVSan's boundaries. More laterals have been replaced through the PSL Program in just six years than were replaced during the 27 years of LRGP. This comparison

highlights the evolving needs of the community and raises important questions about how the LRGP can be adapted to continue delivering value.

In July 2025, staff presented three scenarios for the future of the LRGP to the CAC. Scenario One proposed continuing the program as-is. Scenario Two proposed discontinuing the program entirely, with funds redirected to other priorities such as public education on lateral systems or capital projects to reduce I&I. Scenario Three proposed modifying the program to include a low-income component while maintaining broader eligibility, which would prioritize residents who may struggle to afford lateral repairs without excluding others.

Following discussion, the CAC recommended Scenario Three and modifying the LRGP to prioritize low-income residents. The CAC recommended that low-income applicants should be given priority for the first six months of the fiscal year, with applications then opened to all eligible residents for the remainder of the year to ensure full utilization of allocated funds. The CAC also recommended increasing the grant amount for qualifying low-income residents from \$2,000 to \$3,000 or \$4,000 to better address the current average lateral replacement cost of \$6,500. The CAC strongly advised against implementing a moratorium requirement, noting that such restrictions would be burdensome to enforce and could create hardship for residents facing life changes such as health issues requiring assisted living. The CAC further recommended implementing the modified program as a pilot to allow for evaluation and adjustments, considering the use of alternative terminology to "low-income" to improve community engagement, and developing a rating system to track applicant categories and program effectiveness.

Staff presented the CAC's recommendations to the Board in July 2025. The Board was supportive of the CAC's feedback and provided additional direction for refinement. Member Sadoff commended the CAC's recommendations as "some of the best feedback they had provided for any topic" and strongly supported implementing a pilot program. President (Dooman) Woerz suggested the program be offered to low-income residents for the first four months, then to moderate-income residents, but not to regular-income residents. She also stated that if the modified program does not prove effective, CVSan should consider discontinuing it and redirecting funds to capital improvement projects. Member McGowan recommended that if a modified LRGP is offered, it should be available to low-income residents year-round, noting that sewer emergencies can happen at any time. Member Johnson raised questions about the legal use of public funds for such a program. GM Williams clarified that the program could potentially be funded from CVSan's \$1.2 million share of unrestricted public taxes rather than ratepayer funds. GM Williams also suggested using enrollment in other low-income assistance programs, such as Pacific Gas & Electric's (PG&E's) California Alternate Rates for Energy (CARE) program, to verify eligibility without requiring CVSan to review specific income information.

To move forward with proposing a modified LRGP, staff is seeking the CAC's refined recommendations on several key program elements. First, staff seeks guidance on eligibility criteria, including what specific criteria should be used to determine low-income eligibility, whether CVSan should verify eligibility through enrollment in other programs or require income documentation, and whether vulnerability status such as age 55 or older,

veterans, or people with disabilities should be considered separately or in combination with income criteria.

Second, staff seeks direction on funding allocation, including whether CVSan should maintain the current \$75,000 budget or increase to \$85,000 to accommodate higher grant amounts and assist more homeowners.

Third, staff seeks recommendations on grant amounts, including whether the grant amount for low-income residents should be \$3,000 or \$4,000, whether non-low-income residents should continue to receive \$2,000 or if this tier should be adjusted or eliminated, and how funds should be divided between low-income and general applicants.

Fourth, staff seeks direction on the application timeline. The CAC originally recommended prioritizing low-income applicants for six months and then opening applications to all residents. However, the Board suggested variations including a four-month priority period followed by moderate-income only eligibility, or year-round access for low-income residents.

Fifth, staff seeks input on program terminology and what alternative terms would be more effective than "low-income" to encourage participation and reduce stigma.

Finally, staff seeks guidance on pilot program parameters, including what metrics CVSan should track to evaluate the pilot program's success and what duration the pilot program should run before evaluation.

Staff will incorporate the CAC's recommendations into a revised program proposal which will be presented to the Board.

Goals Achieved:

Implementing a low-income component in the LRGP would help reach more residents who need to replace their laterals but cannot afford to. The program would primarily support Castro Valley's senior population, many of whom live on a fixed income and have owned their homes over 15 years. Replacing aging lateral systems in these homes would also contribute to reducing I&I in CVSan's infrastructure.

Related to CVSan's Mission Statement to

"...protecting public health and the environment through proper stewardship of its wastewater and solid waste infrastructure and services..."

Related to CVSan's Culture Statement

"...We are true believers who are invested in inclusivity through building community and partnerships both internally and externally."

Related to CVSan's Strategic Plan's Pillar 4: Proactively enhancing strategic partnerships

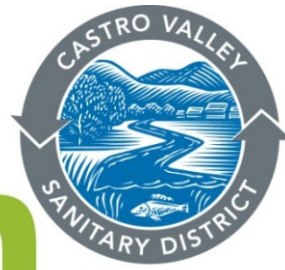
"Evaluate current programs and projects for modification or deletion (i.e., Lateral Replacement Grant Program (LRGP))..."

Related to CVSan's Strategic Plan's Pillar 5, Ensuring a stable financial position, *"Proactively explore grants and low interest funding opportunities for future programs and projects."*

Related to CVSan's Strategic Plan's Pillar 6, Climate change adaptation *"Increase sewer collection capacity and reduce inflow and infiltration to accommodate more frequent and higher intensity storms."*

Attachments:

1. Consideration of a Low-Income Option for the Lateral Replacement Grant Program Presentation



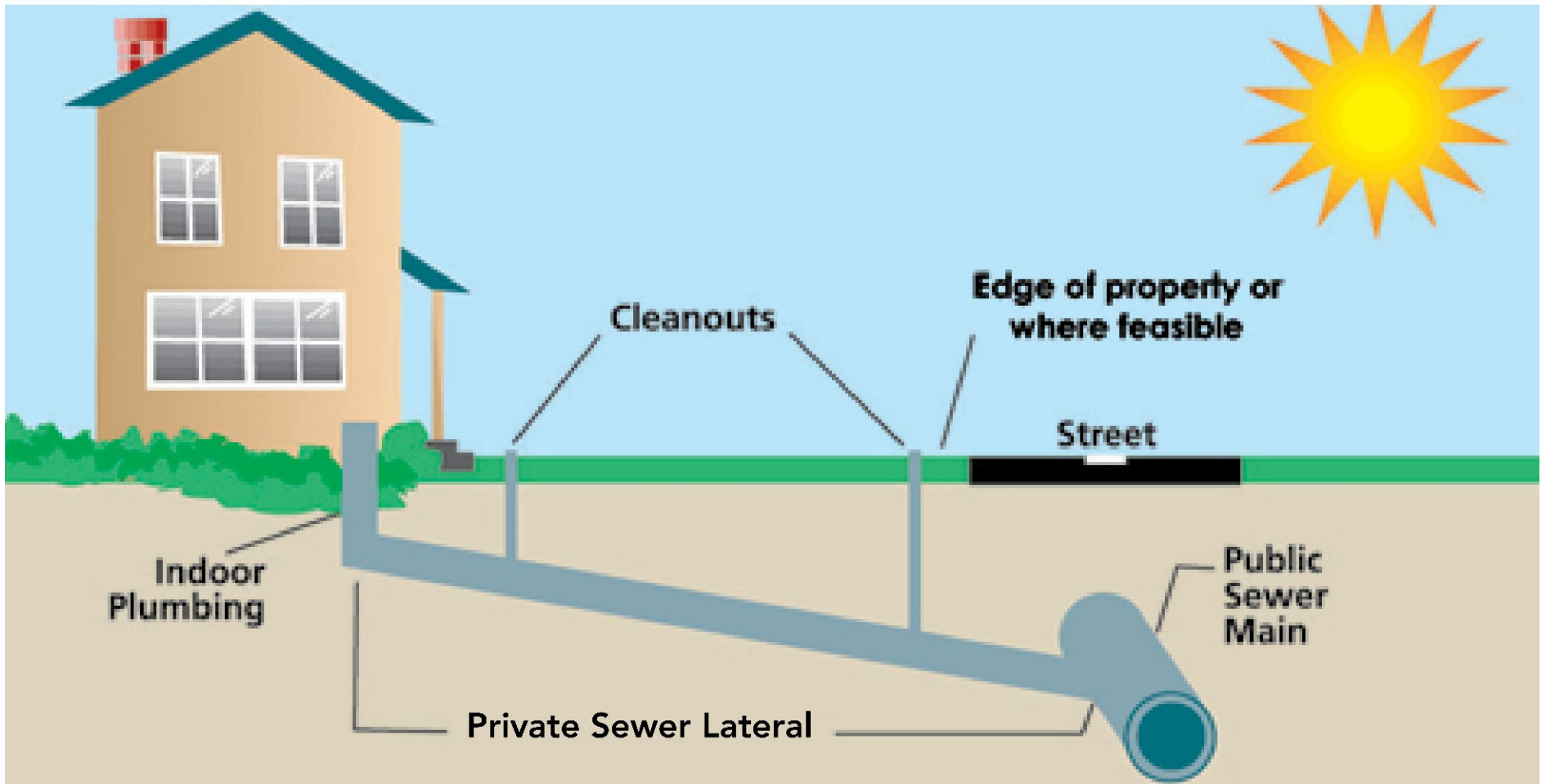
Consideration of a Low-Income Option for the Lateral Replacement Grant Program



Lateral Replacement Program

The purpose of Castro Valley Sanitary District's (CVSan's) Lateral Replacement Program (LRGP) is to provide an incentive for property owners to replace older and structurally deficient private sewer laterals that contribute to inflow and infiltration (I&I) into CVSan's wastewater collection system.

LRGP Diagram



LRGP Statistics

- Since its inception, the program has awarded nearly \$1.5 million in grants to more than 875 individual property owners.
- In fiscal year (FY) 2024/25, \$75,000 was allocated to the program, with eligible residents receiving up to \$2,000 in assistance toward the cost lateral repairs.
- The average cost to replace a lateral has increased significantly over time, from about \$2,000 in 1998 to about \$6,500 today.

LRGP & PSL Comparison

Lateral Replacement Grant Program (LRGP)

- As a result of LRGP, from 1998-2025 (27 years) over 51,137 linear feet (or about 9.6 miles) of lateral pipe was replaced.

Private Sewer Lateral Program (PSL)

- As a result of the PSL Program, from 2019-2025 (6 years) about 24 miles of lateral pipe has been replaced

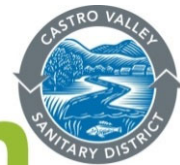
What are ways the LRGP can be modified to more efficiently meet CVSan's goal of reducing I&I and replace a greater number of laterals?

In consideration of modifying the LRGP to add a low-income option, three scenarios will be reviewed.

Scenario One: LRGP Continuation

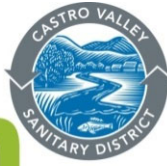


- LRGP has been a staple in the community for the last 27 years.
- CVSan has provided financial support for severely damaged lateral repairs and gained support from community members who have received financial assistance from the grant program.
- The program could continue as is by offering financial assistance for lateral repair costs.



Scenario Two: LRGP Discontinuation

- In just six years, the PSL Program has replaced as many laterals as the LRGP has in the last 27 years.
- Unlike LRGP, which helps homeowners with the cost of the repairs but does not mandate repairs, the PSL Program enforces compliance and has proven more effective in addressing faulty private sewer laterals.
- Given this, funds currently allocated to LRGP can be redirected to other priorities, such as public education on lateral systems or capital projects to reduce I&I.
- The discontinuation of the LRGP would be recommended moving forward.



Scenario Three: Modified Low-Income LRGP

- Introducing a low-income component to the existing LRGP while maintaining broader eligibility would prioritize our target audience residents who may struggle to afford lateral repairs:
 - residents who have owned their houses for more than 15 years
 - individuals 55 years or older
 - those on fixed incomes
 - individuals with vulnerable status
- This hybrid model could reduce community push-back by continuing to serve a wider population, while directing more funds toward those with the greatest financial need.
- The goal is to address damaged laterals contributing to I&I that remain unrepaired due to cost barriers.

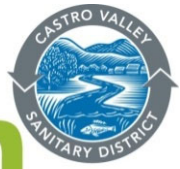
Scenario Three: Application Process



- While Castro Valley's poverty rate is 7.5%, many affected residents are seniors who have owned their homes for over 20 years and live in older properties with vitrified clay pipe (VCP) laterals that are prone to failure.
- To qualify, applicants would need to earn less than \$82,800, be enrolled in a low-income assistance program, and reside at the property needing repair.
- The application would be updated to include income verification, a list of qualifying programs, and consideration of household income and vulnerability status.
- Once the application is approved by CVSan, the repair process would follow the existing LRGP procedures, including work performed by companies on CVSan's approved list of qualified contractors.

Scenario Three: Grant Amount

- Given the current average lateral repair cost is about \$6,500, it is recommended that the grant amount for low-income residents be increased to \$3,000 or \$4,000.
- To support this, LRGP funding could stay at \$75,000 or be increased to \$85,000 for the next fiscal year to assist more homeowners.
- Alternatively, a portion of LRGP funds could be allocated specifically for low-income residents, offering them \$3,000 to \$4,000, while maintaining the current \$2,000 grant for non-low-income residents. A set amount of funding would need to be determined for both groups in the program.



Moratorium Considerations

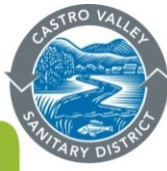
- Approved applicants of the low-income LRGP would agree to not sell their residence for five years after receiving grant funding.
- If the property is sold within the five-year moratorium period, the grant amount must be repaid to CVSan.
- An exception would be made in the event of the applicant's death, with proof required from next of kin.
- Staff would monitor property sales using public records, similar to the process used for the PSL program.
 - A note could also be added to CVSan's database to cross-reference whether properties that have been sold previously received low-income LRGP funding.

Grant Funding Breakdown

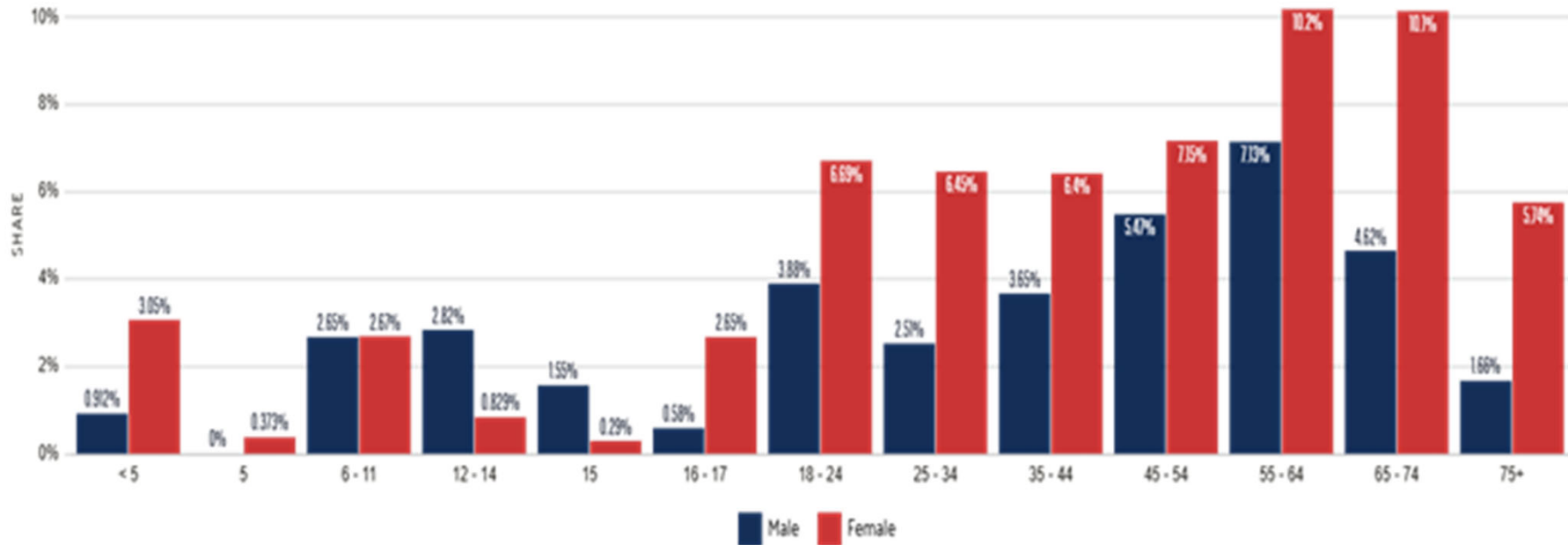


Program Type	Funding Amount				
	\$65,000	\$75,000	\$85,000	\$95,000	\$100,000
LRGP as-is (\$2,000)	32	37	42	47	50
Hybrid (2,000)	8	9	10	11	12
Hybrid (\$3,000)	16	18	21	23	25
Hybrid (\$4,000)	12	14	15	17	18
Low Income (\$3,000)	21	25	28	31	33
Low Income (\$4,000)	16	18	21	23	25

The table above shows how many homeowners could receive financial assistance depending on funding amounts. The Hybrid LRGP represents 75% of grant funds for low-income residents and 25% for non-low-income residents, so that more financial assistance is offered to residents with greater financial need. The table also includes how many homeowners would receive financial assistance if the low-income assistance amount was set at \$3,000 or \$4,000.



Castro Valley Poverty Levels



The median household in Castro Valley is \$138,069 (2023 census). Castro Valley has a poverty rate of 7.5% with 17% earning under \$50,000, this is 4.83k people. About 23% of the population income is \$50K-100K and 29% earn \$100K-200K. Castro Valley has a low poverty rate compared with other jurisdictions, but offering a low-income component to LRGP would help repair laterals to the portion of the population that is in the poverty rate and the greater community.

Fiscal Impact

- Engineering and Administrative Technicians currently spend about eight hours per week on LRGP during the first three months of the program, decreasing to about three hours per week thereafter.
- Adding a low-income component would require an estimated one additional hour per week for tasks such as updating the contractor list and verifying contractor eligibility .
- An extra 30 minutes per application would also be needed to verify income documentation and eligibility. All other aspects of the LRGP would remain unchanged.
- If the LRGP is discontinued, staff time would be allocated to PSL Program and other projects.

Other Low-Income Programs

- The following Bay Area agencies' low-income programs may serve as models for CVSan's modified LRGP:
 - [Pacific Gas & Electric \(PG&E\)](#)
 - [East Bay Municipal Utility District \(EBMUD\)](#)
 - [Central Contra Costa Sanitary District \(Central San\)](#)
 - [Dublin San Ramon Services District \(DSRSD\)](#)
- These agencies require applicants to be enrolled in low-income program.
- The modified LRGP would be unlike these agencies' programs as it would apply only in cases of sanitary sewer overflows (SSOs), addressing an essential homeowner need.



TO: Community Advisory Committee
FROM: Mike Nelson, Public Outreach Specialist
SUBJECT: 2026 Pipeline Adjustments
DATE: January 8, 2026

Issue: This memorandum (memo) presents the Community Advisory Committee (CAC) with an update on the 2026 Pipeline Plan. Updates include a reduced print schedule and content changes. These suggestions will decrease staff work time on these projects, lower overall production costs, while continuing to provide customers with the most critical information regarding Castro Valley Sanitary District (CVSan) services.

Update: The Pipeline will shift to a bi-annual production schedule. Reducing the production schedule from four to two annual issues decreases production costs by 50% and continues to lower CVSan’s paper usage. The January issue of the Pipeline will continue to be CVSan’s Annual Report. The Spring and Winter Editions of the Pipeline will no longer be produced. The Summer Pipeline will become an Annual CVSan Services Guide. Past Pipeline articles provide information on fundamental CVSan services. These article topics will be included in the single-family residential (SFR) E-Newsletter, and digital campaigns can be created to distribute necessary information.

Recommendation: The CAC provide feedback and suggestions for the 2026 Pipeline Adjustments.

Winter 2025/26 - ANNUAL REPORT

Please note that this issue reaches the community in January.

SFD – RESIDENTIAL BILLS on the 3rd week of the first month in each quarter.

MFD – MULTI-FAMILY BILLS on the first week of each month.

COM – COMMERCIAL BILLS on the first week of each month.

Summer 2026 – CVSan Service Guide

Please note that this issue reaches the community in July.

SFD – RESIDENTIAL BILLS on the 3rd week of the first month in each quarter.

MFD – MULTI-FAMILY BILLS on the first week of each month.

COM – COMMERCIAL BILLS on the first week of each month.

Goals Achieved:

Related to CVSan’s Strategic Plan Pillar#2Ac:

Utilize digital media such as Facebook, Instagram, and YouTube to deliver pertinent communication messages to the community.

Related to CVSan’s Strategic Plan Pillar#5Aa:

Implement a disciplined cost/benefit analysis process for all expenditures (outreach, operations, and capital improvement) with appropriate evaluation of results of all efforts.

Attachments:

1. CVSan Service Guide Draft

2026 Service Guide



DRAFT



How do I dispose of...?
For information on how and where to dispose of hard-to-recycle items, visit resource.stopwaste.org.

Household Hazardous Waste Drop-Off
Visit the nearest facility below, or find more information at (800) 606-6606 or household-hazwaste.org.
2091 West Winton Avenue
Hayward, CA 94545

Recycling, Organics, Garbage and Bulky Pick-Ups
Contact CVSan's solid waste service contractor Alameda County Industries (ACI) directly for inquiries or concerns.
(510) 483-1400
alamedacountyindustries.com/CVSan

Report a Sewer Emergency
Call CVSan First. We are available 24/7 to help you.
(510) 537-0757
(Monday – Friday, 7:00 a.m. – 4:00 p.m.)
(510) 506-5821
(sewer emergencies after hours)
CVSan.org

Resources

DRAFT

Lateral Grant Replacement Program
CVSan launched a local campaign to “Refuel Your Fun”, recruiting two local retailers to carry refillable one-pound propane cylinders for purchase and exchange.

Fats, Oils, and Grease Control Program
CVSan launched a local campaign to “Refuel Your Fun”, recruiting two local retailers to carry refillable one-pound propane cylinders for purchase and exchange.

DRAFT

Wastewater Services

Call Us First

CVSan launched a local campaign to “Refuel Your Fun”, recruiting two local retailers to carry refillable one-pound propane cylinders for purchase and exchange.

Private Sewer Lateral Program

CVSan launched a local campaign to “Refuel Your Fun”, recruiting two local retailers to carry refillable one-pound propane cylinders for purchase and exchange.

Prevent Blockages Program

CVSan launched a local campaign to “Refuel Your Fun”, recruiting two local retailers to carry refillable one-pound propane cylinders for purchase and exchange.

Follow us on Facebook and YouTube @CVSan
Follow us on Instagram @CVSanofficial

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Join CVSan's CAC
CVSan is no longer mass mailing the annual paper calendar. If you wish to continue to receive a paper calendar in the mail, please email your name and mailing address to optin@cvsan.org or call (510) 537-0757 and ask to opt-in for future calendars.

Customer Survey
CVSan is no longer mass mailing the annual paper calendar. If you wish to continue to receive a paper calendar in the mail, please email your name and mailing address to optin@cvsan.org or call (510) 537-0757 and ask to opt-in for future calendars.

Future Calendar Opt-In
CVSan is no longer mass mailing the annual paper calendar. If you wish to continue to receive a paper calendar in the mail, please email your name and mailing address to optin@cvsan.org or call (510) 537-0757 and ask to opt-in for future calendars.

Email Newsletter Sign-Up
Stay updated on the latest news, service updates, programs, and events by signing up for CVSan's email newsletter. Get important information delivered right to your inbox. Sign up today at cvsan.org/EmailUpdates.

Resources

Easements

CVSan launched a local campaign to “Refuel Your Fun”, recruiting two local retailers to carry refillable one-pound propane cylinders for purchase and exchange.

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Wet Weather Preparation

CVSan launched a local campaign to “Refuel Your Fun”, recruiting two local retailers to carry refillable one-pound propane cylinders for purchase and exchange.

Treatment Plant Tours

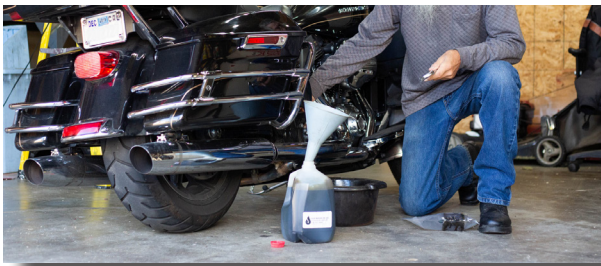
CVSan launched a local campaign to “Refuel Your Fun”, recruiting two local retailers to carry refillable one-pound propane cylinders for purchase and exchange.

ACI Curbside Services



Bulky and Reuse Pick-Up

If you have items that are too large for your bins call ACI at 510-483-1400 to schedule a Bulky & Reuse Pick-Up. Single Family Residents get one pick-up per calendar year at no extra charge.



Used Oil - Filter Exchange Program

Call ACI at 510-483-1400 to request a free used motor oil jug and filter bag. Set up to three one gallon jugs and three filters curbside on your regular collection day. For details visit cvsan.org/UsedOil.

Household Batteries

Place household batteries in a sealed plastic bag on top of your blue bin. Lithium batteries and automotive batteries are household hazardous waste and are not accepted.

Zero Waste Services



E-Waste

Find reuse and disposal options for your e-waste by using the StopWaste's RE:Source guide. Learn more about e-waste options at cvsan.org/EWaste



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Mattress Recycling

Mattresses and box springs are accepted in CVSsan's Bulky and Reuse Pick-Up. The Davis Street Transfer Station in San Leandro accepts mattresses and box springs for drop off at no additional cost. Learn more at cvsan.org/Mattresses



Household Hazardous Waste

It is illegal in California to dispose of HHW in the garbage, pour it down the drain, flush it down the toilet, or pour it on the ground. There are four facilities in Alameda County that accept hazardous waste at no charge and there are numerous annual free one day drop off events throughout the county. Learn more about your options at stopwaste.org/HHW.

Used Cooking Oil Pick-Up

Recycle used cooking oil instead of pouring it down the drain. Place used cooking oil curbside on your regular collection day next to your blue bin in a screw top plastic container no taller than 12" high. Please label the container "Cooking Oil".



Textile Collection

During the first full week in June and October place bagged textiles curbside by 6:00 a.m. on your regular collection day. For details visit cvsan.org/Textiles.

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Debris Boxes

Do you have construction materials or need to dispose of a large amount of items. You can order up to a 40 cubic yard debris box from ACI. For more information visit cvsan.org/DebrisBox.

Extra Cardboard

Extra cardboard can be flattened up to 4'x4' and placed beside the blue bin.

Food Scrap Recycling

Collect food scraps and food-soiled paper in a container of your choice. Biodegradable plastics, including bio-bags, can be placed in your Organics cart/bin. Place collected food scraps and food-soiled paper, along with any yard trimmings you may have, in your green organics cart. For more information and to order a free food scrap recycling pail visit cvsan.org/FSR.



Extra Service Tags and Garden Bags

If you can not fit everything in your cart. Extra service tags and garden bags can be purchased from ACI. Please call 510-483-1400 for more information.

Pharmaceuticals

Please do not put pharmaceuticals down the drain or place in any CVSsan bin. For Alameda County pharmaceutical drop-off locations, please visit the StopWaste Re:Source tool at resource.stopwaste.org.

Bag a Bag

Did you know you can recycle plastic bags? It's true! Just bundle bags together, by placing a bag in a bag, in a bag, in a bag, etc. and place in your blue bin.

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Holiday Tree Collection

Holiday trees may be set out curbside on your regular collection day during a two week period beginning on Monday January 5th, 2026. For details visit cvsan.org/HolidayTrees.



Sorting Guide

Do you need help figuring out what goes in what bin? How to properly recycle or dispose of an item? Or are you interested in seeing if someone can reuse an item you no longer need? Check out StopWaste's RE:Source guide.

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Recycles Day

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Free Containers

CVSsan assisted 18 events with recycling and organics services and signage, such as the Rowell Ranch Rodeo events, and the Castro Valley Eden Area Chamber of Commerce Fall Festival with services and event greening consultants to sort materials and educate participants.

Free Compost

Need FREE compost? Visit one of ten Free Compost Hubs located on Alameda County. Please note you need to bring your own fillable containers. Learn more at stopwaste.org/Compost.



**FIRST AMENDMENT TO
SOLID WASTE COLLECTION SERVICES AGREEMENT**

THIS FIRST AMENDMENT TO SOLID WASTE COLLECTION SERVICES AGREEMENT ("**Amendment**") is made and entered into as of this 10th day of May, 2023, by and between Oro Loma Sanitary District ("**District**") and Waste Management of Alameda County, Inc., a California corporation, ("**Contractor**").

Recitals

WHEREAS, District and Contractor are parties to a Solid Waste Collection Services Agreement dated January 1, 2023 (the "**Agreement**"), and desire to amend the Agreement to include provisions related to SB 1383 Regulations (defined in the Agreement).

In consideration of the mutual benefits contained herein, the parties hereto agree as follows:

- 1) The following is hereby added to the Agreement as Section 1.84: "Contamination. "Contamination" means the following: (a) with regard to materials placed in a Recyclable Materials Container, the existence of more than 10% non-Recyclable Materials, and (b) with regard to materials placed in an Organics Container, the existence of more than 3% non-Organics."
- 2) With regard to Sections 3 through 8 below (which Sections shall constitute the "**Smart Truck Program**" for purposes of this Amendment), such Agreement amendments will have an initial term of three (3) years, commencing September 1, 2023 (the "**Amendment Term**"). The Amendment Term will automatically extend for an additional three (3) years unless either party provides at least 90 days' written notice to the other party of its intent to not extend the Amendment Term. During the Amendment Term, either party may request to meet and confer to discuss temporarily or permanently canceling the Smart Truck Program. Any such cancellation requires the written consent of both parties, through an amendment to the Agreement. If the Smart Truck Program should terminate or expire, then the Agreement provisions modified by this Amendment shall be reinstated.
- 3) Section 4.1.5 of the Agreement is hereby replaced by the following: "Recyclable Materials and Organics Contamination; Overage.
 - a) Contamination.
 - i) Roll-Out Period – Communication. During the period beginning on September 1, 2023 and ending on January 15, 2024 (the "**Roll-Out Period**"), Contractor shall work with the District (within Contractor guidelines) to develop and provide an education and communication program designed to minimize instances of Contamination. During the Roll-Out Period, where Contractor documents that a particular Customer

(Commercial, MFD or SFD) has Contamination, Contractor shall collect the contaminated Container (where it can be done safely and excluding material laying on ground) and provide a notice to the Customer with the following information (a "**Warning Notice**"): (i) date of the incident; (ii) description of the incident; (iii) a photograph or video (or link to photograph or video); and (iv) a url to view online educational information. During the Roll-Out Period, Contractor shall not impose a Contamination Charge. Warning Notices sent by mail shall be in English and Spanish, and Warning Notices sent by email may be in English only. However, both forms of Warning Notices shall include a url where information may be provided in additional languages.

ii) Post Roll-Out Period. The following shall apply beginning on January 16, 2024:

- (1) For the first and second incident of Contamination of a Customer's Recyclable Material Containers, Contractor shall service the Container with Contamination, except where there is visible Unacceptable Waste and excluding material on the ground. Contractor shall provide a Warning Notice, but not charge a Contamination surcharge. Warning Notices sent by mail shall be in English and Spanish, and Warning Notices sent by email may be in English only. However, both forms of Warning Notices shall include a url where information may be provided in additional languages.
- (2) For the first and second incident of Contamination of a Customer's Organics Containers, Contractor shall service the Container with Contamination, except where there is visible Unacceptable Waste and excluding material on the ground. Contractor shall provide a Warning Notice, but not charge a Contamination surcharge. Warning Notices sent by mail shall be in English and Spanish, and Warning Notices sent by email may be in English only. However, both forms of Warning Notices shall include a url where information may be provided in additional languages.
- (3) For the third and all subsequent incidents of Contamination of a Customer's Recyclable Materials Containers, Contractor may opt to not collect the Container with Contamination in accordance with section 5.4.5. In such event, the Customer may request the Container be collected as Trash, and the Special Collection fee in Exhibit 2 will apply. Alternatively, Contractor may collect the Container with Contamination and bill the Customer a Contamination surcharge in the amount set forth in Exhibit 2, provided the Contractor has a clear photograph or video of the contamination incident and notifies the customer of the chargeable contamination incident (a "**Chargeable Notice**"). The Chargeable Notice shall include (i) date of the incident; (ii) description of the incident; (iii) a photograph or video (or link to photograph or video); and (iv) a url to Oro Loma's website. Notices sent by mail shall be in English and Spanish, and Notices sent by email may be in

English only. However, both forms of Chargeable Notices shall include a url where information may be provided in additional languages.

- (4) For the third and all subsequent incidents of Contamination of a Customer's Organics Containers, Contractor may opt to not collect the Container with Contamination in accordance with section 5.4.5; in such event, the Customer may request the Container be collected as Trash, and the Special Collection fee in Exhibit 2 will apply. Alternatively, Contractor may collect the Container with Contamination and bill the Customer a Contamination surcharge in the amount set forth in Exhibit 2, provided the contractor has a clear photograph or video of the contamination incident and sends a Chargeable Notice.
- iii) If a Customer has zero chargeable incidents across all waste streams during the 12-month period between September 1 and the following August 31 (a "**Review Period**"), then on each September 1 during the Amendment Term, and for purposes of subsections (a)(ii)(1) and (a)(ii)(2) above, the number of Contamination occurrences shall be reset to zero.
 - iv) If a Customer has four or more combined chargeable incidents of Contamination and Overage across all waste streams during a Review Period, Contractor may automatically increase the Customer's Trash service level (i.e., additional or larger Containers and/or more frequent collections). The Contractor shall notify the Customer of the service change via mail and/or email. The notification must include the Trash service change, effective date, rate, delivery date of Trash container(s), and service day(s). For residential customers (SFD and MFDs) the notification shall include information on recycling and organics service options, such as unlimited recycling and 95-gallons of organics collection service per unit, and information on how to sort properly. For 12 months following the Trash service level increase, a Customer may not request to have such service level decreased. The District can modify a customer's service levels at any time. If additional chargeable incidents of Contamination occur after the Customer's Trash service level is increased, the Contractor may further increase the Customer's Trash service level only with the prior approval from the District.
- b) Overage.
- i) Roll-Out Period – Communication (SFD and MFD Customers with carts only). During the Roll-Out Period, Contractor shall work with the District (within Contractor guidelines) to develop and provide an education program to residential cart Customers designed to minimize instances of Overage. During the Roll-Out Period, where Contractor documents that a particular SFD Customer has Trash Overage, or MFD cart Customer has Trash, Recyclable Materials, or Organics Overage, Contractor shall collect the cart (where it can be done safely and excluding material laying on ground) and provide a Warning Notice. During the Roll-Out Period, Contractor shall

not impose an Overage surcharge. Warning Notices sent by mail shall be in English and Spanish, and Warning Notices sent by email may be in English only. However, both forms of Warning Notices may include a url where information may be provided in additional languages.

ii) Post Roll-Out Period for SFD, MFD, and Commercial Customers. The following shall apply after the Roll-Out Period for SFD and MFD cart Customers, and from September 1, 2023 for MFD Customers with bins, MFD Customers with a combination of bins/carts, and Commercial Customers with bins/carts:

(1) For the first and second occurrence of Overage of a Commercial or MFD Customer's Recyclable Material Containers, Contractor shall service the Container with Overage, except where there is visible Unacceptable Waste and excluding material on the ground. Contractor shall provide a Warning Notice, but not charge an Overage surcharge. Warning Notices sent by mail shall be in English and Spanish, and Warning Notices sent by email may be in English only. However, both forms of Warning Notices shall include a url where information may be provided in additional languages. For the first and second incident of Overage of a Commercial or MFD Customer's Organics Containers, Contractor shall service the Container with Overage, except where there is visible Unacceptable Waste and excluding material on the ground. Contractor shall provide a Warning Notice, but not charge an Overage surcharge. Warning Notices sent by mail shall be in English and Spanish, and Warning Notices sent by email may be in English only. However, both forms of Warning Notices shall include a url where information may be provided in additional languages.

(2) For the first and second occurrence of Overage of a Customer's (SFD, Commercial or MFD) Trash Containers, Contractor shall service the Container with Overage, except where there is visible Unacceptable Waste and excluding material on the ground. Contractor shall provide a Warning Notice, but not charge an Overage Surcharge. Warning Notices sent by mail shall be in English and Spanish, and Warning Notices sent by email may be in English only. However, both forms of Warning Notices shall include a url where information may be provided in additional languages.

(3) For the third and all subsequent incidents of Overage of a Commercial or MFD Customer's Recyclable Materials Containers, Contractor shall service the Container with Overage (except where there is visible Unacceptable Waste and excluding material on the ground), and bill the Customer an Overage Charge in the amount set forth in Exhibit 2, provided Contractor has a clear photograph or video of the overage incident and sends a Chargeable Notice.

(4) For the third and all subsequent incidents of Overage of a Commercial or MFD Customer's Organics Containers, Contractor shall service the Container with

Overage (except where there is visible Unacceptable Waste and excluding material on the ground), and bill the Customer an Overage Charge in the amount set forth in Exhibit 2, provided Contractor has a clear photograph or video of the contamination incident and sends a Chargeable Notice

- (5) For the third and all subsequent incidents of Overage of a Customer's (SFD, Commercial or MFD) Trash Containers, Contractor shall service the Container with Overage (except where there is visible Unacceptable Waste and excluding material on the ground), and bill the Customer an Overage Charge in the amount set forth in Exhibit 2, provided Contractor has a clear photograph or video of the contamination incident and sends a Chargeable Notice.
 - (6) If a Customer has zero chargeable incidents across all waste streams during any Review Period, then on each September 1 during the Amendment Term, and for purposes of subsections (b)(ii)(1) and (b)(ii)(2) above, the number of Overage occurrences shall be reset to zero.
 - (7) If a Customer has four or more combined chargeable incidents of Contamination and Overage during a Review Period, Contractor may automatically increase the Customer's Trash service level (i.e., additional or larger Containers and/or more frequent collections), except for those listed on exhibit 3 and exhibit 4. The Contractor shall notify the customer of the service change via mail and/or email. The notification must include the Trash service change, effective date, rate, delivery date of Trash container(s), and service day(s). For residential customers (SFD and MFDs) the Trash notification shall include information on their recycling and organics service options, such as unlimited recycling and 95-gallons of organics collection service per unit, and information on how to sort properly. For 12 months following the Trash service level increase, a Customer may not request to have the service level decreased. The District can modify a customer's service levels at any time. If additional chargeable incidents of Overage occur after the Customer's Trash service level is increased, the Contractor may further increase the Customer's Trash service level only with the prior approval from the District. . Those listed on exhibit 3 and exhibit 4 shall be exempted from contamination and overage surcharges. However, they shall receive warning notifications of the incidents. The Contract Administrator shall be notified of the incidents.
- c) Locations and material streams listed in Exhibit 3 and Exhibit 4 that are not being charged for service shall be exempted from contamination and overage charges.
 - d) Customers assessed Incidents in error. Customers shall be credited and/or charges reversed when the pictures and/or videos are blurry, no visible Contamination or Overage exists, incorrect Container association or incident occurred due to missed pickup. If the Customer and the Contractor disagree on the validity of the incident, the Contractor shall notify the District in writing and provide the District with copies of all related documents,

photos and records. The District shall decide the validity of the incident, and the District's decision shall be final.

e) Photos or videos of Incidents shall be kept by Contractor as follows: (i) where Contractor has charged a surcharge, seven years, and (ii) where Contractor has not charged a surcharge, six months."

4) Route Reviews. Contractor shall review all routes annually by the end of each calendar year. At least 25 Customers per route, per waste stream shall be reviewed for Prohibited Container Contaminants. District has approved Contractor's use of its Smart TruckSM system for conducting required route reviews. Customers shall be notified of Prohibited Container Contaminants via mail or email.

5) Reporting. Contractor shall submit to the District a monthly report, due within 30 days of the close of the reporting period. Such report shall contain the following information:

a) Smart Truck Program Incidents and Trash Increase Reports. Contractor's report shall include the following information regarding Customer incidents of Contamination and Overages:

i) Monthly Contamination Report:

- Number of Contamination incidents per month for recycling and organics, by residential and commercial customers.
- Reason Codes – types of contaminants identified
- List of Customers with Contamination, and identification of how many incidents of Contamination the Customer has had (subject to the process for resetting the incident count under this Amendment)
- Monthly charge total (excludes retroactive adjustments)
- Upon request Contractor shall provide video/photo of incidents

ii) Monthly Overage Report:

- Number of Overage incidents per month for trash, recycling and organics, by residential and commercial customers. SFD overage for recycling and organics excluded.
- Contractor shall provide list of customer accounts with Overage, and identification of how many incidents of Overage the Customer has had (subject to the process for resetting the incident count under this Amendment).
- Contractor shall provide monthly charge total (excludes retroactive adjustments).
- Upon request Contractor shall provide video/photo of incidents.

- b) Each January, the Contractor shall provide the District a Trash route review list for the previous calendar year. The list shall include, the Trash routes reviewed, by route including service day, by customer type, prohibited materials observed, customer information, area, number of units (if available), notification provided by mail and/or email. The Contractor shall provide photo and/or video of Trash route reviews upon request to the District.
- c) Confidentiality. The monthly reports prepared by Contractor, notices sent by Contractor to Customers, records route reviews, and all photos and records created as part of Contractor's monitoring of Contamination and Overages shall be kept confidential by Contractor, and shall not be shared with or provided to anyone other than the District and the subject Customer without the District's prior written consent. In the event that applicable law, subpoena or court order require the Contractor to provide such documents or records to a third party or government agency, the Contractor shall notify the District of such pending disclosure at least five (5) days prior to disclosure. Contractor shall keep and store all data collected pursuant to this Amendment in accordance with all applicable laws.

6) Section 4.7 of the Agreement is hereby deleted.

7) The following Rates are hereby added to Exhibit 2 (Schedule of Rates) of the Agreement:

CONTAMINATION

	Recyclable Materials	Threshold to charge (Recycling)	Organics	Threshold to charge (Organics)	# of Warnings before charge	Charge for 3rd and subsequent incidents
SFD carts	Yes	10%+	Yes	3%+	2	\$ 25.00
MFD carts	Yes	10%+	Yes	3%+	2	\$ 25.00
CM carts	Yes	10%+	Yes	3%+	2	\$ 25.00
MFD bins	Yes	10%+	Yes	3%+	2	\$ 75.00
CM bins	Yes	10%+	Yes	3%+	2	\$ 75.00

Subject to RRI annually

OVERAGE

	Trash	Recyclable Materials	Organics	# of Warnings before charge	Charge for 3rd and subsequent incidents
SFD carts	Yes	No	No	2	\$ 12.00
MFD carts	Yes	Yes	Yes	2	\$ 12.00

CM carts	Yes	Yes	Yes	2	\$	25.00
MFD bins	Yes	Yes	Yes	2	\$	150.00
CM bins	Yes	Yes	Yes	2	\$	150.00

Subject to RRI annually

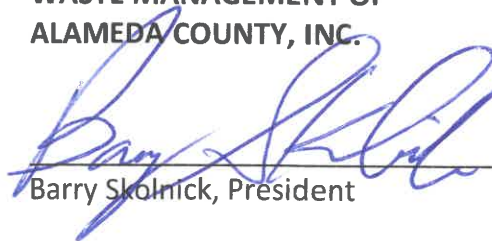
- 8) L2 (Hayward) Area. For purposes of clarity, the Smart Truck Program for Recyclable Materials collection will not be provided to Customers in the L2 Area serviced by Tri-City Economic Development Corporation, unless and until Tri-CED has such technology.
- 9) Except as expressly provided herein, all terms of the Agreement shall remain unchanged.

ORO LOMA SANITARY DISTRICT



Jimmy Dang
General Manager

**WASTE MANAGEMENT OF
ALAMEDA COUNTY, INC.**



Barry Skolnick, President

Approved as to form:

5345887.1

ORO LOMA SANITARY DISTRICT
~~STANDARD~~ PROCEDURE POLICY

No. IV.B.5
Effective: 12/01/00

**SUBJECT: ESTABLISHMENT OF SEATING OF ELECTED
BOARD MEMBERS, ELECTION OF OFFICERS
AND COMMITTEE ASSIGNMENTS**

- I. **POLICY:** The purpose of this policy is to establish a procedure for the seating of elected Board Members, the election of its Officers, and Board Committee assignments.

- II. **SCOPE:** This procedure applies to the Board of Directors.

- III. **PROCEDURE:**
 - A. **Seating of Newly Elected or Re-elected Board Members:**

Newly elected or re-elected Board members shall be sworn and installed as Members of the Board of Directors at the next regularly scheduled meeting of the Board after receipt of election certification from the Alameda County Registrar of Voters. The General Manager or District Counsel may administer the Oath of Office.

 - B. **Installation of Officers for Two-Year Terms:**

Following the seating of the newly elected or re-elected Board Members, the Board shall conduct an election to select its officers who will immediately assume the duties of the office to which they were elected for a period of two years.

 - C. **Committee Assignments:**

The Board President shall announce Committee assignments at his/her 2nd Board meeting as President. The Committee assignments will be ratified by a majority of the Board of Directors.

 - D. **Appointments to JPA's:**

Board members selected to represent the District on JPA's, such as East Bay Dischargers Authority, Alameda County Special Districts Association (both by minute motion), and the Alameda County Waste Management Authority (by resolution), shall be nominated by the Board President and approved by a majority vote of the Board of Directors. Board representatives shall be elected at the same time as the Committee assignments and shall serve for two years.

E. This policy is subject to adjustment by a majority of the Board of Directors.

Written by: M. Boerger/M. Cameron/H. Kerr/F. Sida:ri, 05/23/00
Based on Recommendations of: Operations Committee, 06/19/00
Approved by Board: 07/05/00
[Approved by: Board XX/XX/26](#)

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POLICY**

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Written by: M. Boerger/M. Cameron/H. Kerr/F. Sidari, 05/23/00
Based on Recommendations of: Operations Committee, 06/19/00
Approved by Board: 07/05/00
Approved by Board: XX/XX/26

ORO LOMA SANITARY DISTRICT
STANDARD PROCEDURE POLICY

No. I.A.4
Effective: 03/15/89
Amended: 09/07/2004

SUBJECT: ACCEPTANCE OF GRATUITIES

- I. **POLICY:** To ensure that the honor and integrity of District employees and Board members remains above reproach, and that no employee or Board member shall accept gratuities that could create a conflict of interest or afford personal gain or profit in violation of State law.
- II. **SCOPE:** This policy applies to the acceptance of gratuities by all employees and Board members.
- III. **RESPONSIBILITY.** It is the responsibility of every District employee and Board member to ensure that the policy is carried out.
- IV. **PROCEDURE:** Employees and Board members may accept gratuities in compliance with District policy and State law under the following guidelines:
 - A. For the purpose of this policy, a gratuity is defined as a gift or service rendered to an individual. Gifts may be in the form of money, candy, alcoholic beverage, tickets to events, meals, or use of equipment or property. Trivial items such as note pads, calendars, pens and pencils, etc., are excluded from the policy.
 - B. Gifts to the District, such as candy, passes, or tickets which are not earmarked for any specific official of the District, should be directed to the General ~~Manager=s~~Manager's office and shall be distributed among employees or given to individual employees on a random basis. A written public record will be maintained as to the terms under which the tickets were accepted, the terms under which they were distributed, and to whom. (CA Code of Regulation 18944.1)
 - C. Personal meal invitations offered for the convenience of conducting District business, or a group invitation to a special event or other activity reasonably related to District business, are acceptable. However, no employee or Board member may accept a meal or gratuity with a value in excess of that allowed by the Fair Political Practices Act, Section 89503. If there is doubt about the propriety of accepting meals or small items, it shall be the responsibility of each employee or Director to seek the advice of his/her supervisor, the Board President, or District legal counsel.
 - D. Acceptance of a single gratuity of \$50.00 or more and/or a total of more than ~~\$63340.00 (as of 202604)~~ from a single source in any calendar year must be reported by designated employees in their annual Conflict of Interest Statements as required by State law (Sections 87207 and 89503). ~~The \$340.00 ratchets up by the CPI, in increments of no less than \$10.00, on January 1 of each odd numbered year.~~ Acceptance of gratuities in excess of the ~~\$63340.00~~ limit requires an elected official to recuse himself from voting on matters related to the donor for a period of 12 months following receipt of the gratuity.

Procedure written by: S. Strom/M. Cameron

Amended by: J. Kerr, 09/07/04

Reviewed by: M. Riback: 10/23/98

Approved by: Board of Directors 11/03/98

[Approved by: Board of Directors XX/XX/26](#)

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 - D. Acceptance of a single gratuity of \$50.00 or more and/or a total of more than \$630.00 (as of 2026) from a single source in any calendar year must be reported by designated employees in their annual Conflict of Interest Statements as required by State law (Sections 87207 and 89503). Acceptance of gratuities in excess of the \$630.00 limit requires an elected official to recuse himself from voting on matters related to the donor for a period of 12 months following receipt of the gratuity.

Procedure written by: S. Strom/M. Cameron

Amended by: J. Kerr, 09/07/04

Reviewed by: M. Riback: 10/23/98

Approved by: Board of Directors 11/03/98

Approved by: Board of Directors XX/XX/26