



**REGULAR MEETING
OF THE BOARD OF DIRECTORS
OF THE LIVERMORE-AMADOR VALLEY WATER MANAGEMENT AGENCY**

Wednesday, August 19, 2020, 6:00 p.m.

Due to Shelter in Place Orders, this meeting will be conducted via teleconference.

Meeting participants and the public may participate through computer video and audio by clicking on the following link:

<https://us02web.zoom.us/j/81853843164>

We recommend using your full name to log in for the meeting for ease of identification and recordkeeping purposes.

Meeting ID: 818 5384 3164

**One tap mobile if using audio only from a telephone and not a computer
+1 669 900 9128 818 5384 3164# US (San Jose)**

See below for additional info on participation procedures.

- 1. Call to Order**
- 2. Pledge of Allegiance**
- 3. Roll Call**
- 4. Order of Agenda/Acknowledgement of Posting**
(The agenda may be re-ordered by motion of the Board. The agenda has been posted virtually on the Agency's website and, to the extent possible under the circumstances, physically in the display case outside the DSRSD Building, Pleasanton City Hall and Livermore City Hall at least 72 hours prior to a regular meeting and 24 hours prior to a special meeting.)
- 5. Public Comment**
(See text in box below for information on how to observe and submit public comments.)
- Action 6. Consent Calendar**
(All items on the Consent Calendar will be considered together by one or more action(s) of the Board unless a Board member pulls an item.)
- Pages 4 – 7 6.a. Board Meeting Minutes of May 20, 2020**
(The Board will consider approving the minutes from the May 20, 2020 Board meeting.)

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|---|---|
| Information
Pages 8 – 15 | 7. Financial Reporting for the Fiscal Year Ending June 30, 2020
(The Board will review the Financial Reports for the Fiscal Year ending June 30, 2020.) |
| Information
Pages 16 – 42 | 8. LAVWMA Quarterly Report of Operations, 4th Quarter, FY2019-2020
(The Board will review the Quarterly Report of Operations, 4th Quarter, FY2019-2020.) |
| Information

Pages 43– 44 | 9. Project Status Reports - Risk Analysis of the Pump Station / Failure Analysis of the Forcemain System Project and Engineering Services for the Motor Control Center Replacement Project
(The Board will receive status reports on two projects at the Export Pump Station.) |
| Action
Pages 45 – 49 | 10. Electronic Signature Policy
(The Board will consider approving an electronic Signature Policy) |
| Information
Pages 50 – 53 | 11. Update and Response to Various Legal and Legislative Issues
(The Board will receive a report regarding proposed legislation and legal developments affecting LAVWMA and its member agencies.) |
| Information
Pages 54 – 60 | 12. General Manager's Report
(The Board will review the General Manager's Report regarding the operations and maintenance of the Agency and its facilities.) |
| Information | 13. Matters From/For Board Members
(Board members may make brief announcements or reports on his or her own activities, pose questions for clarification, and/or request that items be placed on a future agenda. Except as authorized by law, no other discussion or action may be taken.) |
| | 14. Next Regular Board Meeting, Wednesday, November 18, 2020, 6:00 p.m. |
| | 15. Adjournment |

IMPORANT NOTICE REGARDING COVID-19 AND TELECONFERENCED MEETINGS:

Due to shelter in place mandates issued by the Governor in Executive Order 33-20 and the County Public Health Officer, to minimize the spread of the coronavirus, please note the following changes to LAVWMA's ordinary meeting procedures:

- LAVWMA's facilities are not open to the public during this emergency.
- The meeting will be conducted via teleconference. (See Executive Order 29-20)
- All members of the public seeking to observe and/or to address the Board may participate in the meeting telephonically in the manner described below.

HOW TO PARTICIPATE IN THE MEETING:

For both audio and video through a computer, click on the following link:

<https://us02web.zoom.us/j/81853843164> Meeting ID: 818 5384 3164

For audio only via telephone, dial 1 669 900 9128 then enter the following code 81853843164#

NOTE: This is a public meeting that can be heard live by any member of the public. It may be recorded to facilitate taking meeting minutes.

HOW TO SUBMIT PUBLIC COMMENTS:

Written / Read Aloud: Please email your comments to info@lavwma.com, write “Public Comment” in the subject line. In the body of the email, include the agenda item number and title, as well as your comments. If you would like your comment to be read aloud at the meeting (not to exceed three (3) minutes at staff’s cadence), prominently write “Read Aloud at Meeting” at the top of the email. All comments received before 12:00 PM the day of the meeting will be included as an agenda supplement on LAVWMA’s website under the relevant meeting date and provided to the Directors at the meeting. Comments received after this time will be treated as concurrent comments.

Concurrent Comments: During the meeting, the Board Chair or designee will announce the opportunity to make public comments and identify the cut off time for submission. A short recess (generally less than 5 minutes) will take place during the time public comment is open to allow the comments to be collected, unless it is clear no member of the public is participating. Please email your comments to info@lavwma.com, write “Public Comment” in the subject line. In the body of the email, include the agenda item number and title, as well as your comments. Once the public comment period is closed, all comments timely received will be read aloud. Comments received after the close of the public comment period will be added to the record after the meeting.

ACCESSIBILITY INFORMATION:

Board Meetings are accessible to people with disabilities and others who need assistance. Individuals who need special assistance or a disability-related modification or accommodation (including auxiliary aids or services) to observe and/or participate in this meeting and access meeting-related materials should contact Chuck Weir, General Manager, as soon as possible but at least 72 hours before the meeting at (925)-875-2202 or info@lavwma.com. Advanced notification will enable LAVWMA to swiftly resolve such requests to ensure accessibility.

PUBLIC RECORDS:

Public records that relate to any item on the open session agenda for a meeting are available for public inspection. Those records that are distributed after the agenda posting deadline for the meeting are available for public inspection at the same time they are distributed to all or a majority of the members of the Board. The Board has designated LAVWMA’s website located at http://lavwma.com/agency_meetings.php as the place for making those public records available for inspection. The documents may also be obtained by contacting the General Manager.

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LAVWMA
Livermore-Amador Valley Water Management Agency

Draft

Minutes

Regular Meeting of Board of Directors

Wednesday, May 20, 2020

Due to Shelter in Place Orders, this was a web meeting available to participants and the public through the following link: <https://us02web.zoom.us/j/83423538102>.

6:00 p.m.

1. Call to Order

Chair Jerry Pentin called the meeting to order at 6:00 p.m.

2. Pledge of Allegiance

3. Roll Call

Board Members Present: Chair Jerry Pentin; Vice Chair Bob Woerner; Directors, Ed Duarte, Ann Marie Johnson, John Marchand, and Julie Testa

Board Members Absent: None

Staff Present: General Counsel Alexandra Barnhill, General Manager Chuck Weir, Treasurer Carol Attwood, DSRSD Operations Manager Jeff Carson, and Recording Secretary Sue Montague

Staff Absent: None

Others Present: None

4. Order of Agenda

There were no changes to the order of the agenda.

5. Comments from the Public

There were no comments from the public.

6. Consent Calendar

- a. Minutes of February 19, 2020 LAVWMA Board Meeting
- b. Declaration of the Board Chair altering the Regular Meeting Location Due to a Local Emergency Caused by the Coronavirus Pandemic

Director Marchand motioned, seconded by Director Woerner to approve Consent Calendar Item No. 6.a and No. 6.b.

The Motion passed unanimously (6-0) by a roll call vote.

7. Annual Board Rotation – Elect Chair and Vice Chair for FY2020/21

Director Marchand nominated, seconded by Chair Pentin, Vice Chair Bob Woerner for Chair for FY2020/21.

The Motion passed unanimously (6-0) by a roll call vote.

Director Marchand nominated, seconded by Chair Pentin, Director Ed Duarte for Vice Chair for FY2020/21.

The Motion passed unanimously (6-0) by a roll call vote.

8. Financial Reporting for the Fiscal Year June 30, 2020

Treasurer Atwood provided a summary of the financial statements for the period ending June 30, 2020. She noted that all expenses are tracking normally and that the Local Agency Investment Fund is currently a good investment for LAVWMA's funds.

This was an information item requiring no action by the Board.

9. LAVWMA Quarterly Reports of Operations, 3rd Quarter, FY2019-2020

The Board reviewed the Report and noted that costs were normal and there were no major equipment issues. Jeff Carson stated that PG&E has notified customers that implementation of the new Time of Use Rate Structure has been postponed from November 2020 to March 2021.

This was an information item requiring no action by the Board.

10. Proposed Operating and Capital Budget for Fiscal Year 2020/21

General Manager Weir discussed the proposed operating and capital budget for FY2020/21. The Board was surprised at the 42% increase in insurance costs. Based on the results of the capacity study and issues associated with the permit renewal he recommended that the proposed budget be modified to include \$50,000 for permit renewal technical consulting. Mr. Weir also highlighted the capital project list. Director Duarte suggested that the MCC replacement project should be a high priority.

Vice Chair Woerner motioned, seconded by Director Duarte, approval of the proposed Operating and Capital Budget for FY2020/21 with the addition of \$50,000 for permit renewal technical consulting.

The Motion passed unanimously (6-0) by a roll call vote.

11. Project Status Reports – Risk Analysis of the Pump Station / Failure Analysis of the Forcemain System and Engineering Services for the Motor Control Center Replacement Project

Mr. Weir noted that both projects were progressing well despite having to deal with COVID-19 issues. Staff met with the pump station analysis consultant earlier in the week to discuss issues including the capacity needed for the renewal of the agreement with EBDA. Much progress is being made on that issue and a final report should be available per the consultant agreement

schedule. The pipeline inspection has been delayed, but DSRSD staff in conjunction with the consultant have developed a comprehensive database and maps of all sections of the pipelines. They are listed by section number, pipe material, pipe diameter, and installation date. This information will be extremely useful for the Asset Management Program, GIS database, and future maintenance priorities. Mr. Weir showed a series of maps showing the pipeline section details.

The MCC project is also progressing smoothly. The consultant spent two days at the pump station taking pictures and making measurements that are critical to the design portion of the project. The consultant submitted a draft technical memo and plans that Mr. Weir showed the Board. Full bid documents should be available within two months which will keep the project on schedule for completion in FY2020/21.

This was an information item only requiring no action by the Board.

12. Update and Response to Various Legal and Legislative Issues

The General Manager and General Counsel updated the Board on legislation of interest. SB1362 is one piece of legislation that is a direct result COVID-19 issues that will benefit wastewater agencies by requiring all nonwoven wipes be clearly labeled that they are not to be disposed of in the toilet. The Board made comments on several of the other bills that were highlighted in the report. General Counsel Barnhill discussed the Judicial Council's Emergency Rule #9 and its application to all civil suits. Agencies that are used to relying on short statutes of limitations for appeals on CEQA, validation actions on new fees, and similar items could have problems finalizing actions. Since the courts are basically closed and not accepting filings, they are not going to kick cases out for failure to timely file when there was no way to do so. The main point is that there will be an extended period of time where it will not be clear if a civil lawsuit will be filed challenging very common actions of an agency for everything from setting fees to approving public works projects. This uncertainty is unsettling and will potentially inhibit agencies from taking actions they would otherwise.

This was an information item only requiring no action by the Board.

13. General Manager's Report

Mr. Weir referred to the list of activities in his report. He discussed the Master Agreement extension as well as the draft term sheet that have been proposed by EBDA. The General Manager and General Counsel have prepared detailed responses to both items and have discussed them with the member agency managers on several occasions. All agencies are on board with the positions that have been developed. As soon as actual capacity needs in EBDA are determined negotiations will begin for a new Master Agreement.

14. Matters From/For Board Members

There were no matters from the Board.

15. Next Regular Board Meeting, Wednesday, August 19, 2020 at 6:00 p.m.

16. Adjournment

There being no further action, Chair Pentin adjourned the meeting at 7:04 p.m.

Minutes Approved by the Board _____.

Charles V. Weir
General Manager

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Agenda Explanation
 Livermore-Amador Valley
 Water Management Agency
 Board of Directors
 August 19, 2020

ITEM NO. 7 FINANCIAL REPORTING FOR THE FISCAL YEAR ENDING JUNE 30, 2020

Action Requested

None at this time. This is an information item only.

To: LAVWMA Board of Directors

From: Carol Atwood, LAVWMA Treasurer

Subject: Financial Reporting for FYE 2020

Summary

Attached are the financial statements for the period July 1, 2019 through June 30, 2020.

Attachments

Schedule of Sub Fund Account Balance Sheets– Shows the assets and liabilities of LAVWMA in each of its funds.

Schedule of Sub Fund Account Activity – Shows the income and expense transactions for LAVWMA in each fund. Most of LAVWMA’s activity will be in the Operations & Maintenance fund.

O&M Fund Budget vs. Actual – Shows the status of the budget to actual expenses for the O&M Fund for the period July 1, 2019 through June 30, 2020 and period July 1, 2018 through June 30, 2019.

Investment Report – A report showing how LAVWMA’s available cash is invested.

General Management Expenses Listing – All general LAVWMA invoices are approved by the LAVWMA GM and Treasurer prior to payment by DSRSD. Those invoices are summarized and are billed to LAVWMA on a monthly basis via the DSRSD bill to LAVWMA. This listing is supplemental information requested by the LAVWMA General Manager to show the vendor, description, and amount of each invoice in more detail.

Recommendation

None at this time. This is an information item only.

LIVERMORE-AMADOR VALLEY WATER MANAGEMENT AGENCY
SCHEDULE OF SUB FUND ACCOUNT BALANCE SHEETS
July 2019 through June 2020

	Operation & Maintenance	EBDA Capacity	2011 Debt Service	Repair and Replacement Reserve			Total
				Joint-use Replacement	Dual-use Replacement	Sole-use Replacement	
ASSETS							
Cash and equivalents	\$ 1,918,082	\$ -	\$ 6,441,167	\$ 888,913	\$ 12,125	\$ 9,176	\$ 9,269,463
Investments	484,499	-	30,149	15,658,381	429,993	1,608,923	18,211,945
Investments (LAIF FMV Adj)	5,201	-	12,744	63,294	1,692	6,215	89,146
Service Charges receivable		-			-	-	-
Due from members	275,898	-	-	-	-	-	275,898
Advances to members	28,000	-	-	317,178	-	-	345,178
Capital Assets, net of accumulated depreciation		3,030,305	-	100,372,962	52,920	3,584,152	107,040,339
Total assets	2,711,680	3,030,305	6,484,060	117,300,728	496,730	5,208,465	135,231,968
LIABILITIES							
Accounts payable	474,229	-	-	165,545	-	-	639,774
Interest payable	-	-	1,424,469	-	-	-	1,424,469
Advances from members	1,672,700		6,414,363	200,000			8,287,063
Long-term debt							
Bond issuance premium, net of amortization	-	-	4,674,193	-	-	-	4,674,193
Due within one year	-	-	4,705,000	-	-	-	4,705,000
Due in more than one year	-	-	69,360,000	-	-	-	69,360,000
Total liabilities	2,146,929	-	86,578,024	365,545	-	-	89,090,498
NET ASSETS							
Invested in capital assets, net of related debt	-	-	(74,034,193)	100,372,962	52,920	3,584,152	29,975,841
Unrestricted net assets	564,752	3,030,305	(6,059,771)	16,562,221	443,810	1,624,313	16,165,630
Total net assets	\$ 564,752	\$3,030,305	\$ (80,093,964)	\$ 116,935,183	\$ 496,730	\$5,208,465	\$46,141,471

LIVERMORE-AMADOR VALLEY WATER MANAGEMENT AGENCY
SCHEDULE OF SUB FUND ACCOUNT ACTIVITY
July 2019 through June 2020

	Operation & Maintenance	EBDA Capacity	2011 Debt Service	Repair and Replacement Reserve			Total
				Joint-use Replacement	Dual-use Replacement	Sole-use Replacement	
<u>OPERATING REVENUES</u>							
Service charges - DSRSD	\$ 1,002,289	\$ -	\$ 3,113,866	\$ 139,800	\$ -	\$ -	\$ 4,255,955
Service charges - City of Pleasanton	1,217,674	-	2,663,841	139,800	-	-	4,021,316
Service charges - City of Livermore	1,141,935	-	2,227,893	120,400	-	-	3,490,228
Total operating revenues	3,361,898		8,005,600	400,000	-	-	11,767,498
<u>OPERATING EXPENSES</u>							
Power	1,275,977	-	-	-	-	-	1,275,977
LAVWMA share of EBDA O&M - Fixed	696,385	-	-	-	-	-	696,385 (1)
LAVWMA share of EBDA O&M - Variable	144,536	-	-	-	-	-	144,536 (1)
Operations agreement	891,686	-	-	-	-	-	891,686
Professional services	255,401	-	-	-	-	-	255,401 (1)
Livermore sole use O&M	46,139	-	-	-	-	-	46,139
Insurance	20,000	-	-	-	-	-	20,000 (1)
Miscellaneous	(34)	-	97	3,780	102	375	4,320 (2)
Total operating expenses	3,330,091	-	97	3,780	102	375	3,334,445
Capital outlay				-			-
Total operating expenses and capital outlay	3,330,091	-	97	3,780	102	375	3,334,445
Operating income (loss)	31,807	-	8,005,503	396,220	(102)	(375)	8,433,053
<u>NON-OPERATING REVENUES (EXPENSES)</u>							
Amortization/Depreciation		(303,030)	-	(2,812,349)	(7,560)	(261,702)	(3,384,641)
Bond interest expense	-	-	(3,021,887)	-	-	-	(3,021,887)
Other Income	5,141	-	13,845	35,405	946	3,462	58,799
Interest income	33,092	-	21,135	288,936	7,816	28,607	379,587
Total non-operating revenues (expenses)	38,232	(303,030)	(2,986,907)	(2,488,008)	1,202	(229,632)	(5,968,142)
Changes in net assets	70,040	(303,030)	5,018,596	(2,091,788)	1,100	(230,008)	2,464,911
<u>NET ASSETS</u>							
Net assets, beginning of period	494,712	3,333,335	(85,112,560)	119,026,971	495,630	5,438,472	43,676,560
Prior Period adjustment							
Net assets, beginning of period restated	494,712	3,333,335	(85,112,560)	119,026,971	495,630	5,438,472	43,676,560
Net asset transfers							
Net assets, end of period	\$ 564,752	\$ 3,030,305	\$ (80,093,964)	\$ 116,935,183	\$ 496,730	\$ 5,208,465	\$ 46,141,471

(1) Total \$1,116,322.21. See details in General Management Expenses Listing.

(2) Bank fees.

LIVERMORE-AMADOR VALLEY WATER MANAGEMENT AGENCY
Operations and Maintenance - Budget vs Actual
July - June, 2019 & July - June, 2020

	FY 2019 Budget	YTD 2019 ⁽¹⁾ Actual	Variance	FY 2020 Budget	YTD 2020 ⁽¹⁾ Actual	Variance
<u>OPERATING REVENUES</u>						
Service charges - DSRSD	\$ 875,485	\$ 3,089,675	\$ 2,214,190	\$ 935,992	\$ 1,002,289	\$ 66,297
Service charges - City of Pleasanton	1,063,285	2,681,159	1,617,874	1,137,742	1,217,674	79,932
Service charges - City of Livermore	947,630	1,896,273	948,643	1,012,266	1,141,935	129,669
Total operating revenues	2,886,400	7,667,107 ⁽²⁾	4,780,707	3,086,000	3,361,898	275,898
<u>OPERATING EXPENSES</u>						
Power	1,100,000	1,362,311	262,311	1,200,000	1,275,977	75,977
LAVWMA share of EBDA O&M - Fixed	480,000	442,700	(37,300)	505,000	696,385 ⁽³⁾	191,385
LAVWMA share of EBDA O&M - Variable	152,000	143,638	(8,362)	145,000	144,536 ⁽³⁾	(464)
Operations agreement	860,200	902,460		921,000	891,686	(29,314)
Professional services	232,200	202,969	(29,231)	242,000	255,401 ⁽³⁾	13,401
Livermore sole use O&M	25,000	48,137	23,137	25,000	46,139	21,139
Insurance	32,000	89,011	57,011	40,500	20,000 ⁽³⁾	(20,500)
Permits	5,000	-	(5,000)	7,500	-	(7,500)
Miscellaneous	-	1,832	1,832	-	(34)	(34)
Total operating expenses	2,886,400	3,193,056	264,397	3,086,000	3,330,091	244,091
Capital outlay			-			-
Total operating expenses and capital outlay	2,886,400	3,193,056	264,397	3,086,000	3,330,091	244,091
Operating income (loss)	-	4,474,051	4,516,310	-	31,807	31,807
<u>NON-OPERATING REVENUES (EXPENSES)</u>						
Amortization/Depreciation	-	(303,030)	(303,030)	-	(303,030)	(303,030)
Debt Service						
EBDA Debt	(412,000)		412,000	-	-	-
Interest income	-	30,758	30,758	-	33,092	33,092
Total non-operating revenues (expenses)	(412,000)	(272,272)	139,728	-	(269,938)	(269,938)
Net Income	\$ (412,000)	\$ 4,201,779	\$ 4,656,039	\$ -	\$ (238,131)	\$ (238,131)

(1) YTD 2019 is period July through June, 2019 and YTD 2020 is period July through June, 2020.

(2) Amount includes agencies advance payments for EBDA capacity purchase.

(3) Total \$1,116,322.21. See details in General Management Expenses Listing.

LIVERMORE-AMADOR VALLEY WATER MANAGEMENT AGENCY

Treasurer's Report

Portfolio Summary

June 30, 2020

Investments	Par Value	Market Value	Book Value	% of Portfolio	Avg. Term	Avg. Days to Maturity	YTM
LAIF- Operating	\$ 18,145,735	\$ 18,145,735	\$ 18,145,735	100.00	1	1	1.22%
	\$ 18,145,735	\$ 18,145,735	\$ 18,145,735	100.00	1	1	1.22%

Average Daily Balance

\$ 18,145,735

Effective Rate of Return

1.22%

I certify that this report reflects all Government Agency pooled investments and is in conformity with the investment policy of Livermore-Amador Valley Water Management Agency.

The investment program herein shown provides sufficient cash flow liquidity to meet the next six month's expenses.

Original signed by Carol Atwood

August 14, 2020

Carol Atwood, Treasurer

Date

Livermore-Amador Valley Water Management Agency
 General Management Expenses Listing
 July - June, 2020

Invoice Date	Vendor Name	Invoice#	Description	Check#	Date Paid	Total Amount
7/2/2019	EAST BAY DISCHARGERS AUTHORITY	3164	O&M ASSESSMENT - JULY 1, 2019 - 1ST QTR	101334	7/25/2019	\$176,303.05
7/12/2019	BARRETT BUSINESS SERVICES INC.	3117933	S. MONTAGUE: W/E 07/07/19	101237	7/18/2019	\$468.00
7/19/2019	BARRETT BUSINESS SERVICES INC.	3120404	S. MONTAGUE: W/E 07/14/19	101237	7/18/2019	\$390.00
7/26/2019	BARRETT BUSINESS SERVICES INC.	3121198	S. MONTAGUE: W/E 07/21/19	101459	8/1/2019	\$468.00
7/31/2019	JARVIS, FAY & GIBSON, LLP	13335	GENERAL COUNSEL SVCS - JULY 2019	101902	9/12/2019	\$2,730.00
8/2/2019	BARRETT BUSINESS SERVICES INC.	3121956	S. MONTAGUE: W/E 07/28/19	101606	8/22/2019	\$292.50
8/9/2019	BARRETT BUSINESS SERVICES INC.	3122677	S. MONTAGUE: W/E 08/4/19	101826	9/5/2019	\$468.00
8/13/2019	WEIR TECHNICAL SERVICES	LAVWMA_07- 19	MANAGEMENT SERVICES - JULY 2019	101841	9/5/2019	\$6,681.20
8/16/2019	BARRETT BUSINESS SERVICES INC.	3123581	S. MONTAGUE: W/E 08/11/19	101606	8/22/2019	\$663.00
8/21/2019	MARCHAND, JOHN	082119 meeting	REGULAR BOARD MTG ATTENDANCE - 08/21/19	102006	9/26/2019	\$50.00
8/21/2019	PENTIN, JERRY	082119 meeting	REGULAR BOARD MTG ATTENDANCE - 08/21/19	102061	9/26/2019	\$50.00
8/21/2019	TESTA, JULIE	082119 meeting	REGULAR BOARD MTG ATTENDANCE - 08/21/19	102068	9/26/2019	\$50.00
8/21/2019	WOERNER, BOB	082119 meeting	REGULAR BOARD MTG ATTENDANCE - 08/21/19	102077	9/26/2019	\$50.00
8/31/2019	JARVIS, FAY & GIBSON, LLP	13431	GENERAL COUNSEL SVCS - AUG. 2019	102052	9/26/2019	\$9,870.00
9/3/2019	WEIR TECHNICAL SERVICES	LAVWMA_08- 19	MANAGEMENT SERVICES - AUG 2019	102016	9/26/2019	\$10,022.18
9/27/2019	BARRETT BUSINESS SERVICES INC.	3128135	S. MONTAGUE: W/E 09/22/19	102079	10/3/2019	\$1,150.50
9/30/2019	JARVIS, FAY & GIBSON, LLP	13507	GENERAL COUNSEL SVCS - SEPT. 2019	102379	10/24/2019	\$8,711.50
9/30/2019	MAZE & ASSOCIATES	33498	LAVWMA AUDIT SVCS - JUNE 2019 (WORK IN SEPT.19)	102385	10/24/2019	\$5,084.00
10/1/2019	EAST BAY DISCHARGERS AUTHORITY	3176	O&M ASSESSMENT - OCTOBER 1, 2019 - 2ND QTR	102816	12/5/2019	\$176,303.05
10/3/2019	WEIR TECHNICAL SERVICES	LAVWMA_09- 19	MANAGEMENT SERVICES - SEPT 2019	102435	10/24/2019	\$7,624.62
10/4/2019	BARRETT BUSINESS SERVICES INC.	3128823	S. MONTAGUE: W/E 09/29/19	102207	10/17/2019	\$877.50
10/11/2019	BARRETT BUSINESS SERVICES INC.	3129805	S. MONTAGUE: W/E 10/06/19	102207	10/17/2019	\$624.00
10/18/2019	BARRETT BUSINESS SERVICES INC.	3130298	S. MONTAGUE: W/E 10/13/19	102424	10/24/2019	\$819.00
10/25/2019	BARRETT BUSINESS SERVICES INC.	3131417	S. MONTAGUE: W/E 10/20/19	102479	10/31/2019	\$780.00
10/31/2019	JARVIS, FAY & GIBSON, LLP	13602	GENERAL COUNSEL SVCS - OCT. 2019	102739	11/27/2019	\$16,485.00
11/4/2019	WEIR TECHNICAL SERVICES	LAVWMA_10- 19	MANAGEMENT SERVICES - OCT 2019	102720	11/27/2019	\$15,410.22
11/13/2019	BARRETT BUSINESS SERVICES INC.	3133408	S. MONTAGUE: W/E 11/10/19	103001	12/26/2019	\$1,380.00
11/15/2019	BARRETT BUSINESS SERVICES INC.	3133317	S. MONTAGUE: W/E 11/10/19	102635	11/21/2019	\$468.00
11/20/2019	MARCHAND, JOHN	112019 meeting	REGULAR BOARD MTG ATTENDANCE - 11/20/2019	102835	12/12/2019	\$50.00
11/20/2019	PENTIN, JERRY	112019 meeting	REGULAR BOARD MTG ATTENDANCE - 11/20/2019	102879	12/12/2019	\$50.00
11/20/2019	TESTA, JULIE	112019 meeting	REGULAR BOARD MTG ATTENDANCE - 11/20/2019	102891	12/12/2019	\$50.00

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11/20/2019	WOERNER, BOB	112019 meeting	REGULAR BOARD MTG	102900	12/12/2019	\$50.00
11/21/2019	SWRCB - ATTN: ACCT OFFICE	WD-0167158	ATTENDANCE - 11/20/2019 FY 20 PERMIT (FAC ID 2 019129001)	102757	11/27/2019	\$20,000.00
11/22/2019	BARRETT BUSINESS SERVICES INC.	3134041	S. MONTAGUE: W/E 11/17/19	102828	12/12/2019	\$1,267.50
11/25/2019	U.S. BANK EQUIPMENT FINANCE	5560251	TRUSTEE FEE 11/01/19 - 10/31/20 (2011 SWR BOND)	103133	1/9/2020	\$920.00
11/27/2019	MAZE & ASSOCIATES	33875	LAVWMA AUDIT SVCS - JUNE 2019 (WORK IN NOV.19)	102943	12/19/2019	\$847.00
11/30/2019	JARVIS, FAY & GIBSON, LLP	13685	GENERAL COUNSEL SVCS - NOV. 2019	102983	12/26/2019	\$7,385.00
11/30/2019	WEIR TECHNICAL SERVICES	LAVWMA_11- 19	MANAGEMENT SERVICES - NOV. 2019	103015	12/26/2019	\$8,408.10
12/1/2019	COMPUTER COURAGE INC.	43300	LAVWMA WEBSITE UPGRADE - NOVEMBER 2019	102976	12/26/2019	\$461.70
12/1/2019	COMPUTER COURAGE INC.	43326	LAVWMA WEBSITE UPGRADE - OCTOBER 2019	102976	12/26/2019	\$261.90
12/13/2019	BARRETT BUSINESS SERVICES INC.	3136317	S. MONTAGUE: W/E 12/08/19	103054	1/2/2020	\$858.00
12/20/2019	BARRETT BUSINESS SERVICES INC.	3137027	S. MONTAGUE: W/E 12/15/19	103151	1/9/2020	\$780.00
12/27/2019	BARRETT BUSINESS SERVICES INC.	3137687	S. MONTAGUE: W/E 12/22/19	103225	1/16/2020	\$780.00
12/31/2019	JARVIS, FAY & GIBSON, LLP	13759	GENERAL COUNSEL SVCS - DEC. 2019	103340	1/30/2020	\$1,260.00
1/2/2020	EAST BAY DISCHARGERS AUTHORITY	3191	O&M ASSESSMENT - JANUARY 1, 2020 - 3RD QTR	103291	1/23/2020	\$176,303.05
1/10/2020	BARRETT BUSINESS SERVICES INC.	3138786	S. MONTAGUE: W/E 01/05/20	103303	1/30/2020	\$234.00
1/17/2020	BARRETT BUSINESS SERVICES INC.	3139570	S. MONTAGUE: W/E 01/12/20	103432	2/13/2020	\$468.00
1/23/2020	WEIR TECHNICAL SERVICES	LAVWMA_12- 19	MANAGEMENT SERVICES - DEC. 2019	103316	1/30/2020	\$7,011.80
1/24/2020	BARRETT BUSINESS SERVICES INC.	3140011	S. MONTAGUE: W/E 01/19/20	103432	2/13/2020	\$780.00
1/31/2020	JARVIS, FAY & GIBSON, LLP	13858	GENERAL COUNSEL SVCS - JAN. 2020	103636	2/27/2020	\$3,605.00
1/31/2020	BARRETT BUSINESS SERVICES INC.	3141032	S. MONTAGUE: W/E 01/26/20	103514	2/20/2020	\$702.00
1/31/2020	MAZE & ASSOCIATES	34192	LAVWMA AUDIT SVCS - JUNE 2019 (WORK IN JAN. 20)	103562	2/20/2020	\$1,000.00
2/1/2020	COMPUTER COURAGE INC.	43765	LAVWMA WEBSITE UPGRADE - DEC. 2019 - JAN. 2020	103624	2/27/2020	\$2,133.00
2/4/2020	WEIR TECHNICAL SERVICES	LAVWMA_01- 20	MANAGEMENT SERVICES - JAN. 2020	103606	2/27/2020	\$8,245.29
2/7/2020	BARRETT BUSINESS SERVICES INC.	3141274	S. MONTAGUE: W/E 02/02/20	103597	2/27/2020	\$643.50
2/14/2020	BARRETT BUSINESS SERVICES INC.	3141930	S. MONTAGUE: W/E 02/09/20	103666	3/5/2020	\$780.00
2/21/2020	BARRETT BUSINESS SERVICES INC.	3142584	S. MONTAGUE: W/E 02/16/2020	103722	3/12/2020	\$1,150.50
2/21/2020	EAST BAY DISCHARGERS AUTHORITY	3193	OPEB AND CALPERS PENSION UAL LUMP SUM	103779	3/19/2020	\$135,708.62
2/28/2020	BARRETT BUSINESS SERVICES INC.	3143217	S. MONTAGUE: W/E 02/23/20	103777	3/19/2020	\$604.50
2/29/2020	JARVIS, FAY & GIBSON, LLP	13943	GENERAL COUNSEL SVCS - FEB. 2020	103893	3/26/2020	\$8,547.15
3/1/2020	WEIR TECHNICAL SERVICES	LAVWMA_02- 20	MANAGEMENT SERVICES - FEB. 2020	103957	3/26/2020	\$12,478.30
3/1/2020	COMPUTER COURAGE INC.	44125	LAVWMA WEBSITE UPGRADE - FEB. 2020	103869	3/26/2020	\$1,036.80

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3/6/2020	BARRETT BUSINESS SERVICES INC.	3143837	S. MONTAGUE: W/E 03/01/20	103945	3/26/2020	\$624.00
3/13/2020	BARRETT BUSINESS SERVICES INC.	3144456	S. MONTAGUE: W/E 03/08/20	103945	3/26/2020	\$702.00
3/20/2020	BARRETT BUSINESS SERVICES INC.	3145201	S. MONTAGUE: W/E 03/15/2020	103961	4/9/2020	\$702.00
3/27/2020	BARRETT BUSINESS SERVICES INC.	3145733	S. MONTAGUE: W/E 03/22/20	103961	4/9/2020	\$702.00
3/31/2020	JARVIS, FAY & GIBSON, LLP	14031	GENERAL COUNSEL SVCS - MAR. 2020	104130	4/23/2020	\$2,485.00
4/1/2020	EAST BAY DISCHARGERS AUTHORITY	3201	O&M ASSESSMENT - APRIL 1, 2020 - 4TH QTR	104083	4/23/2020	\$176,303.05
4/1/2020	COMPUTER COURAGE INC.	44384	LAVWMA WEBSITE UPGRADE - MAR. 2020	104112	4/23/2020	\$147.15
4/9/2020	WEIR TECHNICAL SERVICES	LAVWMA_03-20	MANAGEMENT SERVICES - MAR. 2020	104094	4/23/2020	\$8,128.31
4/10/2020	BARRETT BUSINESS SERVICES INC.	3146943	S. MONTAGUE: W/E 04/05/20	104079	4/23/2020	\$273.00
4/17/2020	MAZE & ASSOCIATES	35889	LAVWMA AUDIT SVCS - JUNE 2020 (WORK IN APR. 20)	104219	5/7/2020	\$3,491.00
4/17/2020	BARRETT BUSINESS SERVICES INC.	3147421	S. MONTAGUE: W/E 04/12/20	104175	5/7/2020	\$234.00
4/30/2020	JARVIS, FAY & GIBSON, LLP	14129	GENERAL COUNSEL SVCS - APR. 2020	104336	5/21/2020	\$6,195.00
5/1/2020	BARRETT BUSINESS SERVICES INC.	3148613	S. MONTAGUE: W/E 04/26/20	104376	5/28/2020	\$390.00
5/3/2020	WEIR TECHNICAL SERVICES	LAVWMA_04-20	MANAGEMENT SERVICES - APR. 2020	104383	5/28/2020	\$10,451.26
5/8/2020	BARRETT BUSINESS SERVICES INC.	3149006	S. MONTAGUE: W/E 05/03/20	104376	5/28/2020	\$312.00
5/15/2020	BARRETT BUSINESS SERVICES INC.	3149531	S. MONTAGUE: W/E 05/10/20	104421	6/4/2020	\$702.00
5/22/2020	BARRETT BUSINESS SERVICES INC.	3150092	S. MONTAGUE: W/E 05/17/20	104509	6/11/2020	\$546.00
5/29/2020	BARRETT BUSINESS SERVICES INC.	3150558	S. MONTAGUE: W/E 05/24/20	104560	6/18/2020	\$663.00
5/31/2020	JARVIS, FAY & GIBSON, LLP	14219	GENERAL COUNSEL SVCS - MAY 2020	104659	6/25/2020	\$3,045.00
6/1/2020	WEIR TECHNICAL SERVICES	LAVWMA_05-20	MANAGEMENT SERVICES - MAY 2020	104767	7/9/2020	\$12,297.06
6/1/2020	COMPUTER COURAGE INC.	44904	LAVWMA WEBSITE UPGRADE - MAY 2020	104639	6/25/2020	\$129.60
6/5/2020	BARRETT BUSINESS SERVICES INC.	3151351	S. MONTAGUE: W/E 05/31/20	104695	6/25/2020	\$390.00
6/12/2020	BARRETT BUSINESS SERVICES INC.	3151591	S. MONTAGUE: W/E 06/07/20	104706	7/2/2020	\$234.00
6/19/2020	BARRETT BUSINESS SERVICES INC.	3152134	S. MONTAGUE: W/E 06/14/20	104763	7/9/2020	\$234.00
6/30/2020	JARVIS, FAY & GIBSON, LLP	14317	GENERAL COUNSEL SVCS - JUNE 2020	104908	7/23/2020	\$7,395.50
7/1/2020	COMPUTER COURAGE INC.	45201	LAVWMA WEBSITE UPGRADE - JUNE 2020	104888	7/23/2020	\$317.25
7/1/2020	WEIR TECHNICAL SERVICES	LAVWMA_06-20	MANAGEMENT SERVICES - JUNE 2020	104873	7/23/2020	\$12,957.34
7/2/2020	BARRETT BUSINESS SERVICES INC.	3153167	S. MONTAGUE: W/E 06/28/20	104862	7/23/2020	\$702.00
7/9/2020	BARRETT BUSINESS SERVICES INC.	3153820	S. MONTAGUE: W/E 06/21/20	104862	7/23/2020	\$234.00

\$1,100,120.55

Expenses from journal entry and payroll:

Postage/Materials (credit for SDRMA Risk Mgmt Settlement)

DSRSD Board Members

Admin Support

Accounting

\$200.00

\$3,671.74

\$12,329.92

\$16,201.66

TOTAL:

\$1,116,322.21

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Agenda Explanation
Livermore-Amador Valley
Water Management Agency
Board of Directors
August 19, 2020

ITEM NO. 8 LAVWMA QUARTERLY REPORTS OF OPERATIONS, 4th QUARTER, FY 2019-2020

Action Requested

None at this time.

Summary

LAVWMA's Quarterly Report of Operations for the 4th Quarter, FY 2019-2020 is attached for the Board's review. These quarterly reports are prepared by DSRSD staff and summarize all LAVWMA operations and maintenance activity for each quarter. Jeff Carson, DSRSD Operations Manager, will be available to answer any questions from the Board. Please note that the report continues to be improved and now includes a Table of Contents, graphs for Quarter at a Glance, and an Executive Summary. The graphs show Flows and Pumping Efficiency, Energy Consumption, Budget Variance, and Work Order History. Per the Board's request, the Executive Summary includes a section for Items of Interest. Total expenses are running at 89.4% of the year to date budget. This season's rainfall has been less than normal.

Recommendation

None at this time. This is an information item only.

Attachment

LAVWMA's Quarterly Report of Operations for the 4th Quarter, FY2019-2020.

LAVWMA

QUARTERLY REPORT OF OPERATIONS

4th Quarter, FY 2019-2020



**Dublin San Ramon
Services District**

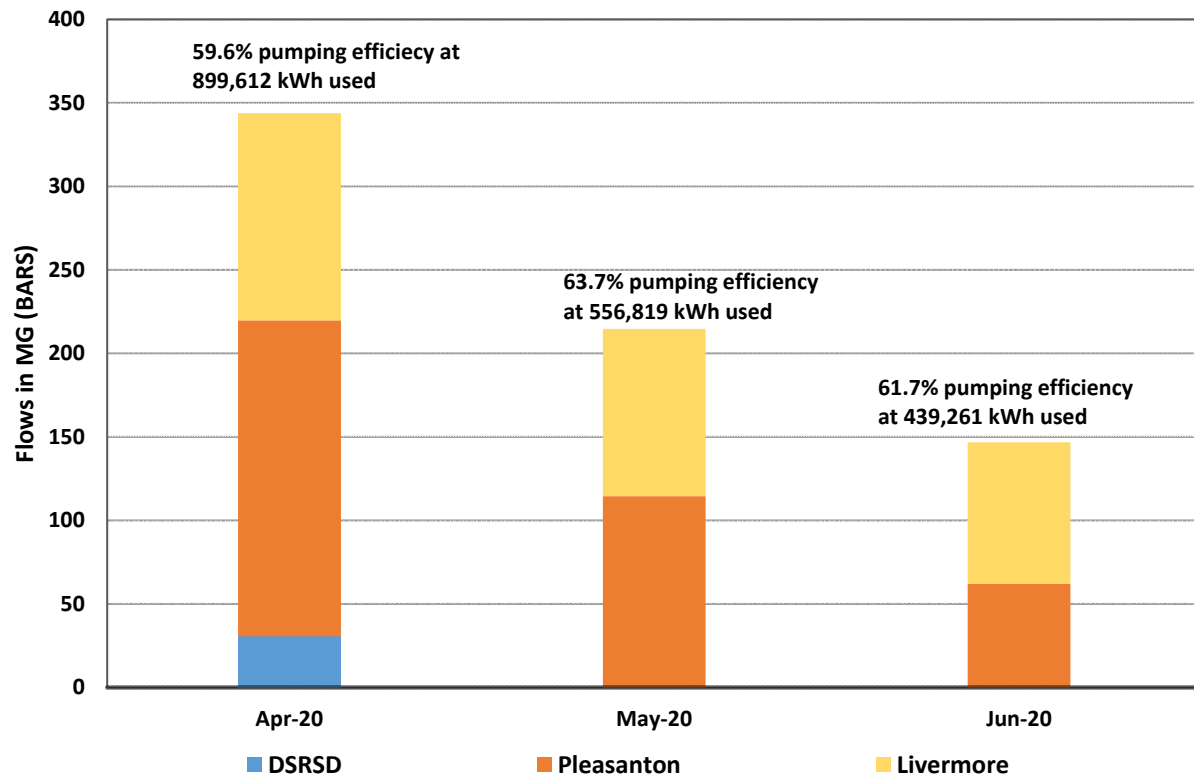
Water, wastewater, recycled water

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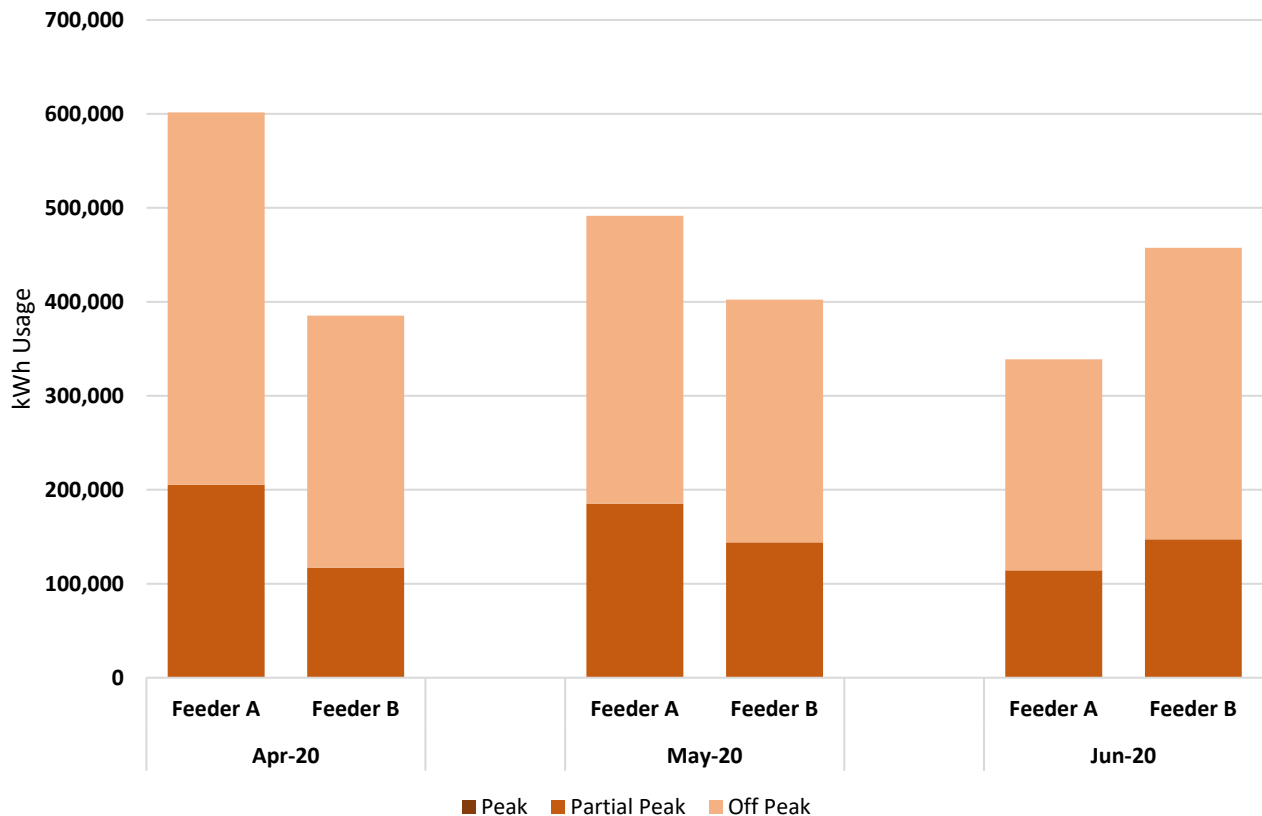
QUARTERLY REPORT OF OPERATIONS
LAVWMA PUMPING AND CONVEYANCE SYSTEM
4th Quarter FY 2019-2020: April to June 2020

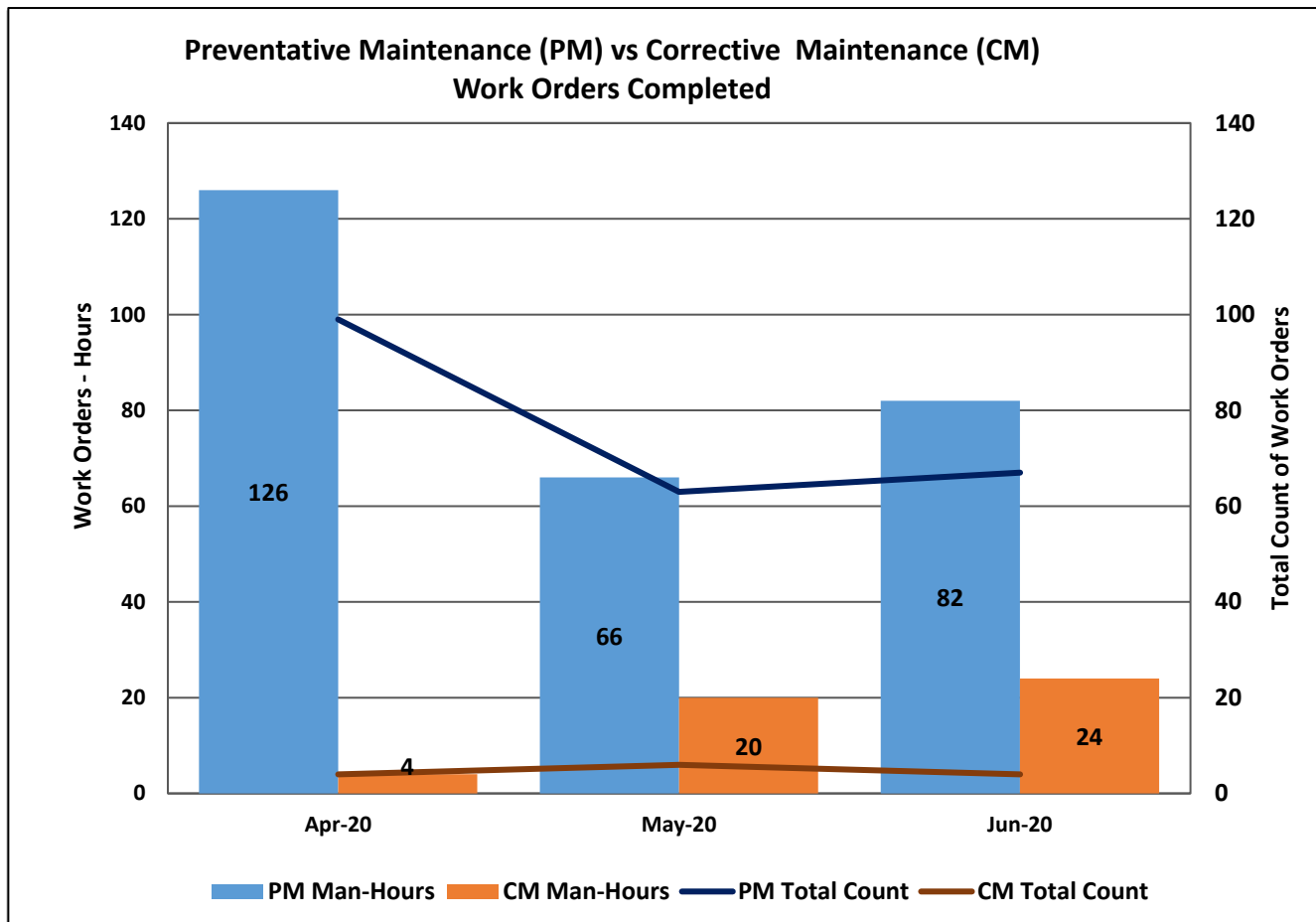
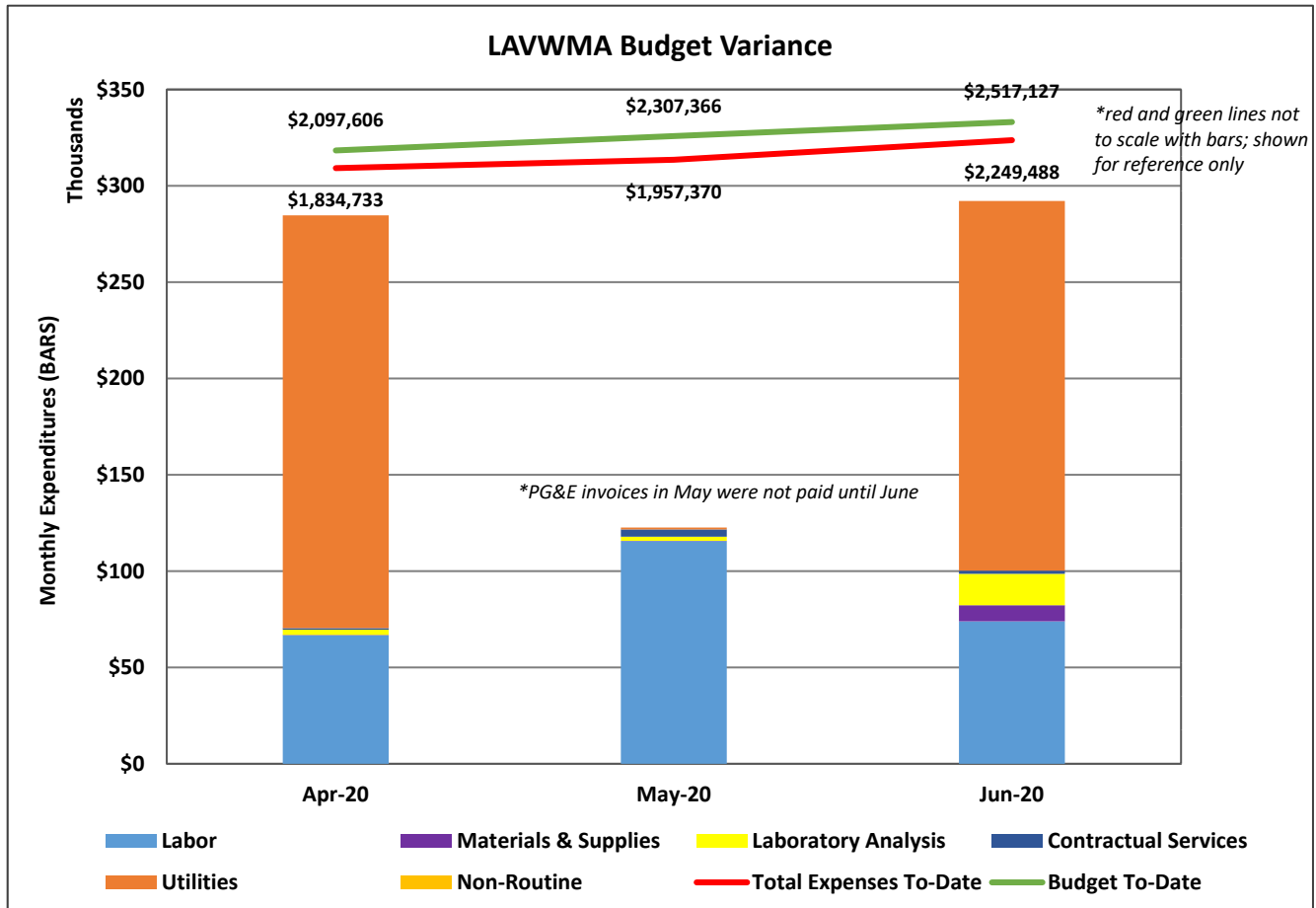
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LAVWMA Monthly Export Flows and Pumping Efficiency



LAVWMA Energy Consumption





**QUARTERLY REPORT OF OPERATIONS
LAVWMA PUMPING AND CONVEYANCE SYSTEM
4th Quarter FY 2019-2020: April to June 2020**

1. EXECUTIVE SUMMARY

The Livermore-Amador Valley Water Management Agency (LAVWMA) pumping and effluent conveyance system operated normally during the fourth quarter of FY 2019-2020. During the quarter, a total of 705 million gallons of fully treated secondary effluent were pumped to San Francisco Bay via the East Bay Dischargers Authority (EBDA) outfall diffuser and San Leandro Sample Station (SLSS); the overall efficiency of the pumping system averaged 61.7%, with an average electrical cost of \$406 per million gallons, or \$132 per acre-foot.

Total year-to-date operations and maintenance (O&M) expenses is \$2,249,488 or 89.4% of the O&M annual budget amount of \$2,517,127 and the running overall cost of operation is \$643 per million gallons pumped or \$209 per acre-foot. For the fiscal year, a total of 3,499 million gallons of fully treated secondary effluent were pumped to San Francisco Bay via the East Bay Dischargers Authority (EBDA) outfall diffuser and San Leandro Sample Station (SLSS); the overall efficiency of the pumping system averaged 64.6%, with an average electrical cost of \$373 per million gallons, or \$122 per acre-foot.

2. OPERATIONS

Monthly reports sent to EBDA which detail daily export flows and monitoring analysis of the treated effluent during the quarter are shown on Tables 9, 10, and 11.

A characterization study for LAVWMA's effluent and receiving waters (San Lorenzo Creek and Alamo Canal) was conducted in May 11 as required by provisions VI.C.2 and VI.C.3 of Order No. R2-2016-0015, NPDES No. CA0038679. Results of the study were included in LAVWMA's Wet Weather Annual Report submitted to the Regional Water Quality Control Board in June 2020. This data will be used for the Reasonable Potential Analysis to determine which, if any, effluents limits will be required in the new NPDES permit.

3. MAINTENANCE

During the quarter, 274 hours were spent on preventative maintenance (PM) work orders and 48 hours on corrective maintenance (CM) work orders on LAVWMA equipment and systems. The following are some noteworthy maintenance activities during the quarter:

- Check valve on export pump #9 failed and staff is planning to replace this in the first quarter of FYE 2021. The quote for the replacement valve is approximately \$9,000.
- In May, staff responded to two leaks: one on Dublin Canyon Road which was concluded to be a private recycled water line leak, and not on the LAVWMA line; another one on Lewelling Blvd which was due to faulty air release valve that was repaired and returned to service the same day.
- Three original pumps #6, #8 and #10 were removed and replaced with new pumps in 2018. The three pumps removed will be rebuilt and used to replace the next three pumps that have the most wear. Staff solicited quotes for rebuild and for high efficiency modification of the three pumps and selected a vendor in June. This process of rebuilding pumps to be used as replacement will continue through FYE 2021 until all pumps have been rebuilt.

- Insurance item: The junction boxes and rectifier panels for the cathodic protection equipment for rectifier panel P-6 and panel P-7 that were damaged by vehicular accident in September 2019 have been received and installed. Insurance has covered the full repair cost except for the deductible of \$500 which may also be covered if the insurance company is successful in collecting damages from the driver's insurance company.
- On April 17, false alarms were reported on the San Leandro SLSS SCADA system. The SLSS alarms that came up were Thiosulfate leak alarm and a discharge flow event alarm. Along with the alarms, the dechlor sequence was started which includes the thiosulfate pump running and dechlor sample pump running. On an unrelated issue, there were some SCADA screen updates performed earlier that day. During the time of the false alarms, the SLSS screen and trend could not be accessed. Operator on duty called the senior instrumentation/controls technician to troubleshoot the access to the SLSS screen and trend who was able to find a work around to give the operators access to the SLSS screen and trend. While still on-site, instrumentation/controls technician found that the secondary pressure instrument at SLSS was registering a high pressure. That high pressure triggered the dechlor sequence and a discharge flow event alarm. Operator shut down all pumps at the LAVWMA pump station and another operator went to SLSS to verify that this was a false event alarm and that there was no discharge to the creek.

SLSS had two pressure instruments reading the LAVWMA pipeline pressure. The PLC program used the secondary pressure instrument as a redundant signal for the primary LAVWMA pipeline pressure. Over the years, the sample piping was reconfigured numerous times and the secondary pressure instrument was repurposed to the sample lines but the PLC program was not updated accordingly. There were no issues detected for years since the sample line pressures were always minimal. However, the latest re-piping efforts added a valve on the sample line to ensure that there is adequate flow to the chlorine analyzer. Keeping a good flow to the analyzer has been an ongoing issue. This new valve caused enough back pressure on the sample line to cause a high pressure alarm. Instrumentation/controls technician modified the PLC program to remove the old secondary pressure signal from triggering the dechlor sequence and the discharge event alarm. Therefore, only the LAVWMA pipeline pressure and the PRV microswitches will trigger the dechlor sequence and the discharge event alarm.

Electrical Supervisor reloaded the original screens and the SCADA screens and trends were confirmed to be working normal once the original screens were reloaded.

- Minor repairs to the remote sensors for some of the LAVWMA pipeline rectifier panels were performed by in-house staff.
- Upgrades to the existing vibration monitoring equipment was started by in-house staff. It is estimated that this work will be completed during the first quarter of FYE 2021.
- Deployed Windows updates and Sophos anti-virus updates on the LAVWMA PS SCADA server.

4. CAPITAL OUTLAY

As part of the power monitoring system upgrade project for DSRSD's wastewater treatment facility and DERWA's water recycling plant, DSRSD electrical staff upgraded the hardware at the LAVWMA pump station and integrated the data into the server software for the treatment facility. This project was substantially completed in the fourth quarter.

5. BUDGET VARIANCE AND EXPENSES

Fourth quarter labor expenses totaled \$256,100 for 1,642 man-hours of effort, an average of 3.2 full time equivalents (FTEs). For the fiscal year, labor expenses totaled \$830,511 or 84.4% of the total annual budgeted labor amount.

For the fourth quarter, the total O&M expenses including labor, supplies, laboratory analysis, contractual services, and utilities totaled \$628,256, for an average cost of \$891 per million gallons pumped or \$290 per acre-foot. The total expense for the Livermore sole use pipeline for the quarter was \$2,429. For the fiscal year, the total O&M expenses including labor, supplies, laboratory analysis, contractual services, and utilities totaled \$2,249,488, for an average cost of \$643 per million gallons pumped or \$209 per acre-foot. The total expense for the Livermore sole use pipeline for the quarter was \$19,499.

Operation and maintenance (O&M) expenses and budget utilization details are shown on Tables 5, 6, 7, and 8.

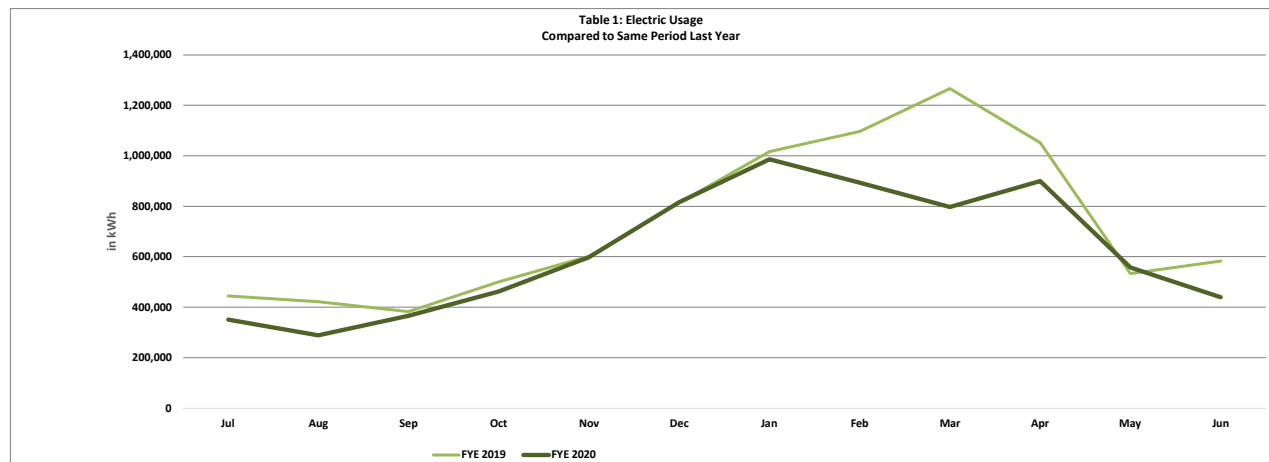
6. ITEMS OF INTEREST

DSRSD continues to run operations for the LAVWMA system under the COVID-19 State and County orders. Staff continues involvement with the current capital project schedules.

TABLE 1 - Electric Usage, Efficiency and Costs

LAVWMA SYSTEM: Fiscal Year 2019-2020, 4th Quarter

PG&E Service Accounts: Rate Schedule E20S														Total					
Acct # 8482061923-1					Acct # 8440395259-5									Export	Pumping				
Service A					Service B					Billing	Total			Flow ¹	Energy	Cost		Efficiency	
Month	kWh	Peak	Partial Peak	Off Peak	\$	kWh	Peak	Partial Peak	Off Peak	\$	Days	kWh	\$/kWh	\$	MG	kWh/MG	\$/MG	\$/AF	%
Jul-19	166,497	0	0	166,497	\$30,462	184,195	1,515	1,798	180,882	\$31,431	32	350,692	\$0.18	\$61,893	168	2,090	\$369	\$120	66.5%
Aug-19	178,837	0	0	178,837	\$31,331	110,904	1,658	2,029	107,217	\$21,515	30	289,741	\$0.18	\$52,846	126	2,304	\$420	\$137	60.3%
Sep-19	193,450	0	0	193,450	\$32,494	172,093	1,738	2,152	168,203	\$27,331	32	365,543	\$0.16	\$59,825	171	2,135	\$349	\$114	65.1%
Oct-19	201,037	0	0	201,037	\$37,264	260,956	1,692	2,228	257,036	\$47,263	29	461,993	\$0.18	\$84,527	228	2,028	\$371	\$121	68.6%
Nov-19	309,348	0	42,986	266,362	\$54,475	288,830	918	46,856	241,056	\$48,621	30	598,178	\$0.17	\$103,096	271	2,205	\$380	\$124	63.1%
Dec-19	559,331	0	195,128	364,203	\$86,709	256,514	0	88,605	167,909	\$51,674	29	815,845	\$0.17	\$138,382	373	2,185	\$371	\$121	63.6%
Jan-20	601,572	0	205,322	396,250	\$88,763	385,248	0	117,125	268,123	\$60,170	32	986,820	\$0.15	\$148,933	474	2,082	\$314	\$102	66.8%
Feb-20	491,518	0	185,217	306,301	\$81,570	402,379	0	144,046	258,333	\$71,130	30	893,897	\$0.17	\$152,700	453	1,975	\$337	\$110	70.4%
Mar-20	338,861	0	114,203	224,658	\$60,536	457,487	0	147,301	310,186	\$73,096	32	796,348	\$0.17	\$133,632	380	2,098	\$352	\$115	66.3%
Apr-20	452,233	0	183,368	268,865	\$70,455	447,379	0	173,890	273,489	\$71,390	30	899,612	\$0.16	\$141,845	386	2,331	\$368	\$120	59.6%
May-20	182,787	0	65,443	94,465	\$39,514	374,032	672	60,525	312,835	\$64,538	29	556,819	\$0.19	\$104,052	255	2,183	\$408	\$133	63.7%
Jun-20	50,957	0	0	50,957	\$19,172	388,304	1,512	1,889	384,903	\$67,031	32	439,261	\$0.20	\$86,203	195	2,254	\$442	\$144	61.7%
Quarter																			
Average	228,659				\$43,047	403,238				\$67,653	30	631,897	\$0.18	\$110,700	279	2,256	\$406	\$132	61.7%
Total	685,977				\$129,141	1,209,715				\$202,959	91	1,895,692		\$332,100	836	6,769			
Minimum	50,957				\$19,172	374,032				\$64,538	29	439,261	\$0.16	\$86,203	195	2,183	\$368	\$120	59.6%
Maximum	452,233				\$70,455	447,379				\$71,390	32	899,612	\$0.20	\$141,845	386	2,331	\$442	\$144	63.7%
YTD																			
Average	310,536				\$52,729	310,693				\$52,932	31	621,229	\$0.17	\$105,661	290	2,156	\$373	\$122	64.6%
Total	3,726,428				\$632,744	3,728,321				\$635,188	367	7,454,749		\$1,267,932	3,479	25,872			
Minimum	50,957				\$19,172	110,904				\$21,515	29	289,741	\$0.15	\$52,846	126	1,975	\$314	\$102	59.6%
Maximum	601,572				\$88,763	457,487				\$73,096	32	986,820	\$0.20	\$152,700	474	2,331	\$442	\$144	70.4%

**NOTES:**

1) To calculate pumping efficiency, read dates, electric usage, and export flows are **matched to PG&E billing periods**: January 12/13/19 - 1/13/20; February 1/14/20 - 2/12/19; March 2/13/20 - 3/15/20.

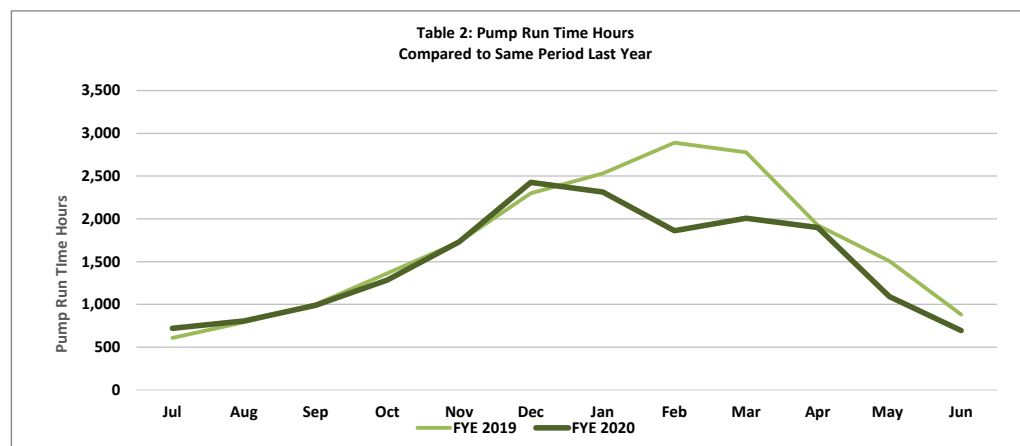
2) PG&E statement for Feeder B for February (2/13/20 - 3/15/30) for \$71,129 not received and processed for payment until 4/8/20; this expense will show in April A/P recap (4th quarter) but for the purpose of this report, this amount will be included in February expenses so that it is accurately included in 3rd quarter report as it should be.

2) Pumping efficiency is based on continuous average flows and a TDH of 442.8 feet, including static lift of 408.8 feet and piping losses of 34 feet (per Charlie Joyce, B&C, 2/12/07).

TABLE 2 - Pump Run Time Hours

LAVWMA SYSTEM: Fiscal Year 2019-2020, 4th Quarter

Month	Pump No. 1	Pump No. 2	Pump No. 3	Pump No. 4	Pump No. 5	Pump No. 6	Pump No. 7	Pump No. 8	Pump No. 9	Pump No. 10	TOTAL	
	Hours	Hours	Hours	Hours	Hours	Hours	Hours	Hours	Hours	Hours	Pump Run Hours	Pump Utilization %
Jul-19	79	0	0	155	73	135	106	0	32	141	719	9.7%
Aug-19	35	40	111	69	119	135	158	4	30	107	807	10.8%
Sep-19	55	224	44	37	127	37	176	262	1	29	991	13.8%
Oct-19	116	178	147	167	61	102	257	157	2	100	1,287	17.3%
Nov-19	319	7	108	167	260	124	171	20	276	280	1,732	24.1%
Dec-19	352	72	408	146	331	328	160	175	300	156	2,427	32.6%
Jan-20	239	216	105	378	261	200	175	194	188	358	2,314	31.1%
Feb-20	56	325	77	290	77	292	91	275	90	287	1,861	26.7%
Mar-20	215	106	135	422	5	241	275	253	285	70	2,008	27.0%
Apr-20	143	129	3	496	46	234	218	301	3	327	1,899	26.4%
May-20	1	238	1	292	13	4	243	67	118	114	1,091	14.7%
Jun-20	0	356	0	1	0	0	336	0	0	0	693	9.6%
Quarter												
Average	48	241	1	263	20	79	265	123	40	147	1,228	16.9%
Total	144	723	4	790	59	238	796	368	121	441	3,683	
Minimum	0	129	0	1	0	0	218	0	0	0	693	9.6%
Maximum	143	356	3	496	46	234	336	301	118	327	1,899	26.4%
YTD												
Average	134	158	95	218	115	153	197	142	110	164	1,486	20.3%
Total	1,609	1,890	1,139	2,620	1,374	1,831	2,365	1,708	1,324	1,968	17,828	
Minimum	0	0	0	1	0	0	91	0	0	0	693	9.6%
Maximum	352	356	408	496	331	328	336	301	300	358	2,427	32.6%



LAVWMA Quarterly Report of Operations FYE 2021 4th Quarter

TABLE 3 - Monthly Average Storage Basin Levels and Volume

LAVWMA SYSTEM: Fiscal Year 2019-2020, 4th Quarter

Month	Average Daily Volume			Average Volume Stored MG	Storage Available MG	Storage Basin Utilization %
	Basin No. 1	Basin No. 2	Basin No. 3			
	Feet	Feet	Feet			
Jul-19	2.51	0.14	2.22	2.39	18	13.3%
Aug-19	2.88	0.06	2.50	2.78	18	15.4%
Sep-19	4.18	0.33	4.03	4.36	18	24.2%
Oct-19	3.50	0.05	5.87	4.76	18	26.4%
Nov-19	1.88	1.07	2.89	3.02	18	16.8%
Dec-19	2.61	1.48	1.70	2.92	18	16.2%
Jan-20	2.54	0.10	3.17	2.95	18	16.4%
Feb-20	2.48	0.06	2.93	2.77	18	15.4%
Mar-20	2.80	0.08	2.93	2.87	18	15.9%
Apr-20	3.25	0.07	2.14	2.71	18	15.1%
May-20	4.36	0.06	4.99	4.81	18	26.7%
Jun-20	3.41	0.06	5.20	4.52	18	25.1%
<u>Quarter</u>						
Average	3.67	0.06	4.11	4.01		0.22
Minimum	3.25	0.06	2.14	2.71		0.15
Maximum	4.36	0.07	5.20	4.81		0.27
<u>YTD</u>						
Average	3.03	0.30	3.38	3.41		18.9%
Minimum	1.88	0.05	1.70	2.39		13.3%
Maximum	4.36	1.48	5.87	4.81		26.7%

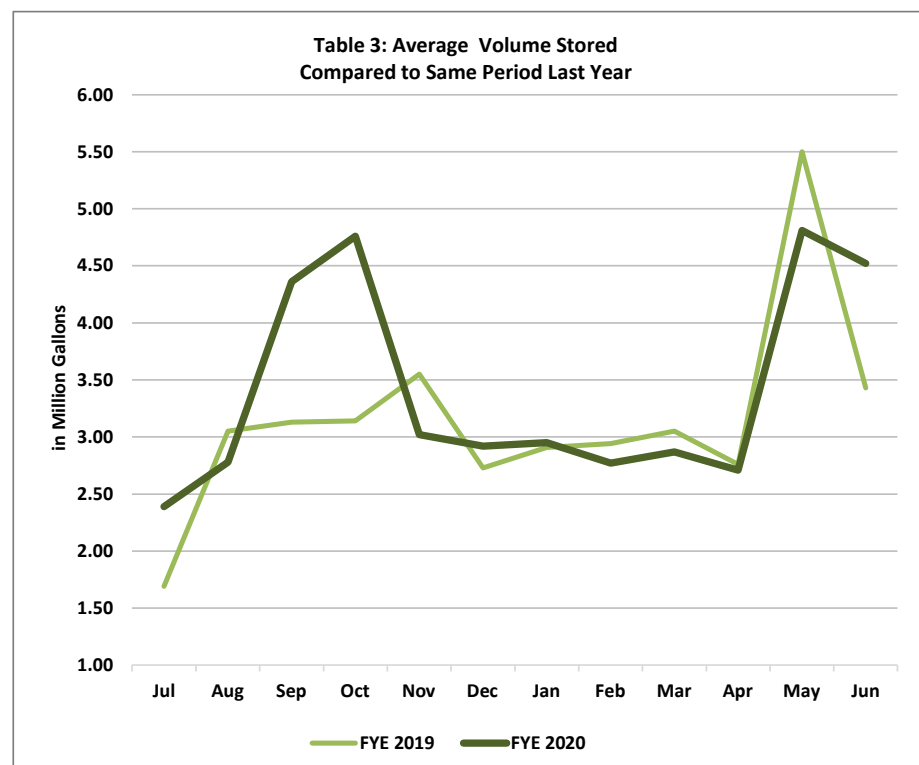
**Note:** Total available storage volume is 18 million gallons.

TABLE 4 - Monthly Export Flow

LAVWMA SYSTEM: Fiscal Year 2019-2020, 4th Quarter

	Dublin San Ramon	Pleasanton	Livermore	Combined Export	
Month	Flow * MG	Flow * MG	Flow MG	Flow MG	Total for Quarter
Jul-19	0	44	83	127	484
Aug-19	0	53	92	145	
Sep-19	10	108	94	212	
Oct-19	25	124	104	253	
Nov-19	41	168	111	320	1,076
Dec-19	149	216	138	503	
Jan-20	135	206	134	475	
Feb-20	107	173	113	394	
Mar-20	34	203	129	366	1,235
Apr-20	31	189	124	344	
May-20	0	115	100	215	
Jun-20	0	62	85	147	
705					
Quarter					
Total	31	366	309	705	
Average	10	122	103	235	
Minimum	0	62	85	147	
Maximum	31	189	124	344	
YTD					
Total	532	1660	1308	3,499	
Average	44	138	109	292	
Minimum	0	44	83	127	
Maximum	149	216	138	503	

* Monthly totals do not include flows diverted for recycling use by DERWA and Pleasanton.

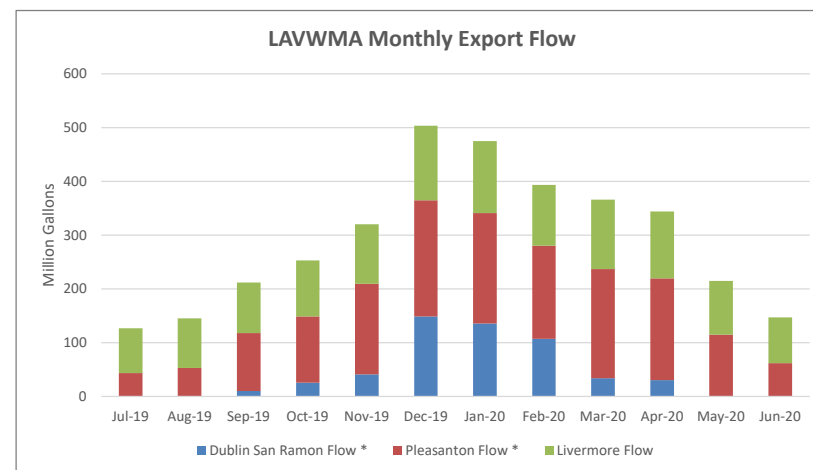
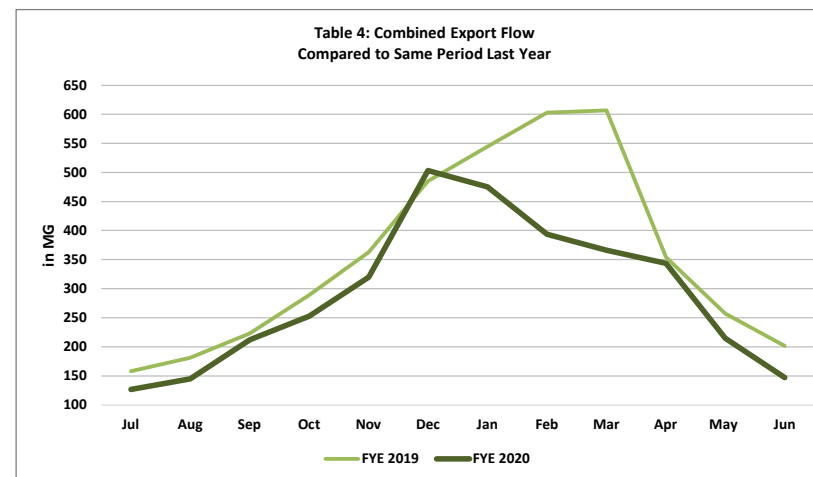


TABLE 5 - Labor Effort, Expenditures, and Budget Utilization

LAVWMA SYSTEM: Fiscal Year 2019-2020, 4th Quarter

FY Labor Budget \$983,447

Month	Billed	FTE	Labor Invoice	YTD	Budget Utilization	Labor	Export Flow	
	Labor Hours			Labor Budget		Budget Remaining	MG	AF
Jul-19	445.3	2.6	\$75,211	\$81,954	91.8%	\$908,236	127	389
Aug-19	327.8	1.9	\$64,097	\$163,908	85.0%	\$844,139	145	445
Sep-19	381.8	2.2	\$53,857	\$245,862	78.6%	\$790,282	212	650
Oct-19	497.3	2.9	\$79,111	\$327,816	83.1%	\$711,171	253	776
Nov-19	376.5	2.2	\$61,707	\$409,770	81.5%	\$649,465	320	982
Dec-19	322.3	1.9	\$46,667	\$491,724	77.4%	\$602,798	503	1,544
Jan-20	568.0	3.3	\$89,173	\$573,677	81.9%	\$513,625	475	1,458
Feb-20	322.5	1.9	\$51,307	\$655,631	79.5%	\$462,318	394	1,208
Mar-20	348.0	2.0	\$53,282	\$737,585	77.9%	\$409,036	366	1,123
Apr-20	427.5	2.5	\$66,620	\$819,539	78.2%	\$342,416	344	1,055
May-20	735.5	4.2	\$115,568	\$901,493	83.9%	\$226,848	215	659
Jun-20	478.5	2.8	\$73,912	\$983,447	84.4%	\$152,936	147	451
<u>QUARTER</u>								
Total	1,641.5		\$256,100				705	2,165
Average	547.2	3.2	\$85,367				235	722
Minimum	427.5	2.5	\$66,620				147	451
Maximum	735.5	4.2	\$115,568				344	1,055
<u>YTD</u>								
Total YTD	5,230.8		\$830,511		84.4%	\$152,936	3,499	10,740
Average YTD	435.9	2.5	\$69,209				292	895
Minimum	322.3	1.9	\$46,667				127	389
Maximum	735.5	4.2	\$115,568				503	1,544

TABLE 6 - O&M Expenditures and Budget Utilization**LAVWMA SYSTEM: Fiscal Year 2019-2020, 4th Quarter****Total O&M Budget: \$2,517,127**

Month	Labor Expenses	A/P Expenses	Total O&M Expenses	YTD O&M Budget	Budget Utilization	O&M Budget Remaining	Overall O&M Cost		Export Flow	
							\$/MG	\$/AF	MG	AF
Jul-19	\$75,211	\$80,995	\$156,206	\$209,761	74.5%	\$2,360,921	\$1,233	\$402	127	389
Aug-19	\$64,097	\$63,031	\$127,128	\$419,521	67.5%	\$2,233,793	\$877	\$286	145	445
Sep-19	\$53,857	\$90,398	\$144,255	\$629,282	67.9%	\$2,089,538	\$681	\$222	212	650
Oct-19	\$79,111	\$91,145	\$170,256	\$839,042	71.3%	\$1,919,282	\$674	\$220	253	776
Nov-19	\$61,707	\$112,067	\$173,774	\$1,048,803	73.6%	\$1,745,508	\$543	\$177	320	982
Dec-19	\$46,667	\$144,424	\$191,091	\$1,258,564	76.5%	\$1,554,418	\$380	\$124	503	1,544
Jan-20	\$89,173	\$159,519	\$248,691	\$1,468,324	82.5%	\$1,305,726	\$523	\$171	475	1,458
Feb-20	\$51,307	\$166,597	\$217,904	\$1,678,085	85.2%	\$1,087,822	\$554	\$180	394	1,208
Mar-20	\$53,282	\$138,646	\$191,928	\$1,887,845	85.9%	\$895,894	\$525	\$171	366	1,123
Apr-20	\$66,620	\$146,881	\$213,501	\$2,097,606	87.5%	\$682,394	\$621	\$202	344	1,055
May-20	\$115,568	\$7,069	\$122,637	\$2,307,366	84.8%	\$559,757	\$571	\$186	215	659
Jun-20	\$73,912	\$218,206	\$292,118	\$2,517,127	89.4%	\$267,639	\$1,990	\$648	147	451
<u>QUARTER</u>										
Total	\$256,100	\$372,156	\$628,256				\$891	\$290	705	2,165
Average	\$85,367	\$124,052	\$209,419						235	722
Minimum	\$66,620	\$7,069	\$122,637				\$571	\$186	147	451
Maximum	\$115,568	\$218,206	\$292,118				\$1,990	\$648	344	1,055
<u>YTD</u>										
Total YTD	\$830,511	\$1,418,978	\$2,249,488		89.4%	\$267,639	\$643	\$209	3,499	10,740
Average YTD	\$69,209	\$118,248	\$187,457							
Minimum	\$46,667	\$7,069	\$122,637				\$380	\$124	127	389
Maximum	\$115,568	\$218,206	\$292,118				\$1,990	\$648	503	1,544

Notes: 1) PG&E statement for Feeder B for February (2/13/20 - 3/15/30) for \$71,129 not received and processed for payment until 4/8/20; this expense will show in April A/P recap (4th quarter) but for the purpose of this report, this amount will be included in February expenses so that it is accurately included in 3rd quarter report as it should be. 2) PG&E May invoices totaling \$99,384 was not paid until June and is therefore showing in the June A/P expenses.

TABLE 7 - O&M Expenditures and Budget Utilization for Livermore Sole Use Facilities

LAVWMA SYSTEM: Fiscal Year 2019-2020, 4th Quarter

Livermore Sole Use Facilities			
Month	Labor	A/P	Total
-----	Expenses	Expenses	Expenses
-----	-----	-----	-----
Jul-19	\$636	\$195	\$831
Aug-19	\$0	\$227	\$227
Sep-19	\$5,919	\$0	\$5,919
Oct-19	\$0	\$210	\$210
Nov-19	\$0	\$3,118	\$3,118
Dec-19	\$0	\$249	\$249
Jan-20	\$3,820	\$220	\$4,040
Feb-20	\$0	\$1,405	\$1,405
Mar-20	\$875	\$196	\$1,071
Apr-20	\$389	\$211	\$600
May-20	\$1,069	\$0	\$1,069
Jun-20	\$389	\$371	\$760
<u>Quarter</u>			
Total	\$1,847	\$582	\$2,429
Average	\$616	\$194	\$810
Minimum	\$389	\$0	\$600
Maximum	\$1,069	\$371	\$1,069
<u>YTD</u>			
YTD Total	\$13,097	\$6,402	\$19,499
YTD Average	\$1,091	\$534	\$1,625
YTD Minimum	\$0	\$0	\$210
YTD Maximum	\$5,919	\$3,118	\$5,919

TABLE 8

LAVWMA
BUDGET COMPARISON TO ACTUAL EXPENSES

Current FY Period: 12

ACTUAL EXPENSES BILLED TO LAVWMA FOR REGULAR O&M															
	Budget FY 2019-2020	July 2019	August 2019	September 2019	October 2019	November 2019	December 2019	January 2020	February 2020	March 2020	April 2020	May 2020	June 2020	YTD TOTAL	YTD Budget
Labor															
Staff	\$983,447	\$75,211	\$53,857	\$64,097	\$79,111	\$61,707	\$46,667	\$89,173	\$51,307	\$53,282	\$66,620	\$115,568	\$73,912	\$830,511	\$983,447
Subtotal	\$983,447	\$75,211	\$53,857	\$64,097	\$79,111	\$61,707	\$46,667	\$89,173	\$51,307	\$53,282	\$66,620	\$115,568	\$73,912	\$830,511	\$983,447
Materials & Supplies															
Operations Supplies	\$12,200	\$0	\$17	\$9	\$106	\$33	\$147	\$9	\$9	\$9	\$9	\$9	\$1,060	\$1,416	\$12,200
Mechanical Supplies	\$25,000	\$252	\$20	\$1,410	\$837	\$19	\$703	\$1,919	\$0	\$0	\$117	\$144	\$485	\$5,906	\$25,000
Electrical Supplies	\$25,500	\$45	\$287	\$11,754	\$1,181	\$1,503	\$483	\$1,544	\$2,082	\$52	\$144	\$0	\$6,862	\$25,935	\$25,500
Subtotal	\$62,700	\$297	\$324	\$13,172	\$2,124	\$1,555	\$1,332	\$3,472	\$2,091	\$61	\$269	\$153	\$8,407	\$33,257	\$62,700
Laboratory Analysis															
Compliance Testing	\$11,300	\$890	\$712	\$712	\$890	\$712	\$712	\$890	\$712	\$712	\$890	\$712	\$712	\$9,256	\$11,300
Operational Support Testing	\$4,000	\$330	\$330	\$330	\$330	\$330	\$330	\$330	\$330	\$330	\$330	\$330	\$330	\$3,960	\$4,000
Special Sampling	\$15,000	\$1,156	\$1,445	\$1,445	\$1,445	\$1,156	\$1,445	\$1,156	\$1,156	\$1,156	\$1,445	\$1,064	\$15,247	\$29,316	\$15,000
Subtotal	\$30,300	\$2,376	\$2,487	\$2,487	\$2,665	\$2,198	\$2,487	\$2,376	\$2,198	\$2,198	\$2,665	\$2,106	\$16,289	\$42,532	\$30,300
Contractual Services															
Sub-surface Repairs	\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,000
Street Sweeping	\$5,000	\$0	\$788	\$743	\$394	\$394	\$493	\$394	\$493	\$0	\$394	\$394	\$887	\$5,372	\$5,000
Cathodic Protection Survey & Repairs	\$30,000	\$0	\$0	\$0	\$0	\$12,635	\$0	\$0	\$5,415	\$0	\$0	\$0	\$0	\$18,050	\$30,000
Underground Service Alert	\$3,800	\$4,948	\$3,031	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$7,979	\$3,800
SCADA software maintenance contract	\$10,000	\$0	\$0	\$10,051	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$10,051	\$10,000
Rectifier monitoring (5 yr contract, FY22 \$40K)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Med voltage switchgear 3-yr PM (FY22, \$18k)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Arc Flash Study 5-yr (FY24, \$20k)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Motor rehab	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
HVAC Maintenance/Repairs	\$750	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$750
Termite/Pest Control	\$900	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$900
Landscape/weed maintenance	\$8,000	\$0	\$980	\$1,960	\$0	\$0	\$0	\$1,960	\$1,960	\$394	\$0	\$2,941	\$0	\$10,196	\$8,000
Janitorial Service	\$3,000	\$0	\$990	\$495	\$495	\$495	\$495	\$495	\$495	\$495	\$495	\$495	\$495	\$5,940	\$3,000
Fire Extinguisher Maintenance	\$200	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$170	\$170	\$200
Postage/Shipping Charges	\$250	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$250
Professional Services, misc	\$10,000	\$0	\$972	\$0	\$0	\$0	\$0	\$0	\$0	\$356	\$0	\$0	\$59	\$1,387	\$10,000
Subtotal	\$76,900	\$4,948	\$6,762	\$13,249	\$889	\$13,524	\$988	\$2,849	\$8,363	\$1,245	\$889	\$3,830	\$1,610	\$59,145	\$76,900
Utilities															
Electricity (PG&E)	\$1,346,400	\$62,419	\$53,459	\$59,825	\$84,889	\$104,009	\$139,617	\$150,822	\$82,149	\$134,162	\$213,544	\$0	\$191,258	\$1,276,152	\$1,346,400
Water & Sewer (Pleasanton)	\$1,000	\$10,287	\$0	\$358	\$0	\$-9,971	\$0	\$0	\$0	\$153	\$0	\$153	\$0	\$980	\$1,000
Water (EBMUD)	\$880	\$180	\$0	\$185	\$0	\$190	\$0	\$0	\$0	\$185	\$0	\$185	\$0	\$924	\$880
Telephone/communications	\$4,500	\$488	\$0	\$1,123	\$577	\$561	\$0	\$0	\$668	\$643	\$642	\$643	\$643	\$5,987	\$4,500
WW Treatment (DSRSD)	\$2,500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,500
Subtotal	\$1,355,280	\$73,374	\$53,459	\$61,490	\$85,467	\$94,790	\$139,617	\$150,822	\$82,816	\$135,142	\$214,186	\$980	\$191,900	\$1,284,043	\$1,355,280
Non-Routine															
Pump Efficiency Testing	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Corrosion Studies/ Inspections	\$500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$500
Med voltage switchgear 3-yr PM (FY22, \$18k)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Time delay switches for electrical switchgear	\$8,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$8,000
LAVWMA PS PLC Upgrade (placeholder, \$160k)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Subtotal	\$8,500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$8,500
Monthly Total	\$2,517,127	\$156,206	\$116,889	\$154,494	\$170,256	\$173,774	\$191,091	\$248,691	\$146,775	\$191,928	\$284,630	\$122,637	\$292,118	\$2,249,488	\$2,517,127
YTD Total		\$156,206	\$273,095	\$427,589	\$597,845	\$771,619	\$962,709	\$1,211,401	\$1,358,176	\$1,550,104	\$1,834,733	\$1,957,370	\$2,249,488	89% of YTD Budget	
Combined Export Flow, mg	4,094	127	145	212	253	320	503	475	394	366	344	215	147	3,501	4,094
Pumping Efficiency		66.5%	60.3%	65.1%	68.6%	63.1%	63.6%	66.8%	70.4%	66.3%	59.6%	63.7%	61.7%		
Monthly Cost, \$/mg		\$1,233	\$806	\$729	\$673	\$543	\$380	\$524	\$373	\$524	\$827				
YTD Running Cost, \$/mg	\$615	\$1,233	\$1,005	\$884	\$812	\$730	\$617	\$595	\$559	\$555	\$585	\$584	\$643		

TABLE 8

LAVWMA
BUDGET COMPARISON TO ACTUAL EXPENSES

Current FY Period: 12

ACTUAL EXPENSES BILLED TO LAVWMA FOR REGULAR O&M														
FY 2019-2020	Jul 2019	Aug 2019	Sep 2019	Oct 2019	Nov 2019	Dec 2019	Jan 2020	Feb 2020	Mar 2020	Apr 2020	May 2020	Jun 2020	YTD TOTAL	YTD Budget
<i>Estimated Personnel Hours</i>														
Division 50 - Ops Admin	0	-	-	-	-	-	-	-	-	-	-	-	-	-
	0	-	-	-	-	-	-	-	-	-	-	-	-	-
Division 51 - FOD	72	-	-	-	-	-	-	2.00	-	-	-	-	2.00	72.00
Water/Wastewater Sys Lead Op	0	-	-	-	-	-	-	2.00	-	-	-	-	2.00	-
Water/Wastewater Sys OP IV-On Call	0	-	-	-	-	-	-	-	-	-	-	-	-	-
Water/Wastewater Sys OP IV	64	-	-	-	-	-	-	-	-	-	-	-	-	64.00
Water/Wastewater Sys OP III	0	-	-	-	-	-	-	-	-	-	-	-	-	-
Water/Wastewater Sys OP II	0	-	-	-	-	-	-	-	-	-	-	-	-	-
Maintenance Worker	0	-	-	-	-	-	-	-	-	-	-	-	-	-
Supervisor	8	-	-	-	-	-	-	-	-	-	-	-	-	8.00
Division 52 - WWTP	2,996	197.00	156.50	151.00	228.00	153.00	206.50	229.00	165.50	174.50	206.50	366.50	210.00	2,444.00
Process Lead Operator IV/V	200	11.00	9.00	12.00	8.00	6.00	10.00	6.00	4.00	2.50	-	-	68.50	200.00
Senior WWTP Operator III	590	183.00	85.50	107.00	122.00	60.00	44.50	101.00	89.50	102.00	113.00	206.50	82.00	1,296.00
Operator In Training	0	-	-	-	78.00	-	146.00	112.00	50.00	66.00	78.00	144.00	122.00	796.00
Operator II	1,000	-	61.00	28.00	16.00	84.00	-	-	19.00	-	10.00	10.00	-	1,000.00
Operator II (SLSS)	1,156	-	-	-	-	-	-	-	-	-	-	-	-	1,156.00
Supervisor	50	3.00	1.00	4.00	4.00	3.00	6.00	10.00	3.00	4.00	5.50	6.00	6.00	55.50
Division 53 - MECH	1,741	103.75	96.75	160.75	111.75	128.50	55.75	181.50	62.00	123.50	152.50	264.00	186.25	1,627.00
Senior Mechanic-Crane Cert	380	-	1.50	-	-	4.00	-	-	-	-	-	-	5.50	380.00
Senior Mechanic - USA	82	-	2.00	-	-	-	-	-	-	-	-	-	2.00	82.00
Maintenance Worker	0	-	-	-	2.00	4.00	-	-	8.00	7.50	-	-	-	21.50
Mechanic I/II	760	48.00	49.00	72.25	62.75	59.25	15.00	100.50	41.00	47.00	96.00	141.50	101.00	833.25
Mechanic II-Crane Cert	200	45.50	26.00	67.00	30.50	51.50	28.50	65.50	-	15.00	56.50	114.00	68.00	568.00
Mechanic I/II - USA	269	5.75	10.75	12.00	12.50	5.25	4.75	5.50	8.00	32.50	-	8.50	13.50	119.00
Mechanic II-Crane Cert - USA	0	4.50	7.50	9.50	4.00	4.50	7.50	10.00	5.00	21.50	-	-	3.75	77.75
Supervisor	50	-	-	-	-	-	-	-	-	-	-	-	-	50.00
Division 54 - ELEC	924	138.50	70.00	61.00	149.00	89.50	58.00	149.00	90.00	43.50	58.00	76.00	47.00	1,029.50
Senior Instrument/Controls Tech	12	-	-	-	-	-	-	-	-	-	-	-	-	12.00
Instrument Tech	480	124.50	30.00	12.00	81.00	58.00	1.00	16.00	10.00	5.50	29.00	24.00	5.00	396.00
OPS Control Sys Spec	144	-	-	20.00	16.00	14.50	15.00	23.50	-	-	4.00	-	12.00	105.00
Senior Electrician	36	-	-	-	-	-	-	-	-	-	-	-	-	36.00
Electrician I/II	240	13.00	40.00	28.00	48.00	17.00	39.00	108.50	79.00	37.00	25.00	48.00	26.00	508.50
Supervisor	12	1.00	-	1.00	4.00	-	3.00	1.00	1.00	1.00	-	4.00	4.00	20.00
Division 26 - SAFETY	48	-	-	-	-	-	-	-	-	-	-	-	-	48.00
Safety Officer	48	-	-	-	-	-	-	-	-	-	-	-	-	48.00
Division 40 - ENG	100	6.00	4.50	9.00	8.50	5.50	2.00	8.50	3.00	6.50	8.50	29.00	6.00	97.00
Associate/Senior Civil Engineer-SME	100	6.00	4.50	9.00	8.50	5.50	2.00	8.50	3.00	6.50	8.50	29.00	6.00	97.00
Total Estimated Personnel Hours	5,881													
<i>FTE</i>	<i>2.83</i>													
Total Monthly Hours	445.25	327.75	381.75	497.25	376.50	322.25	568.00	322.50	348.00	425.50	735.50	449.25	5,199.50	5,881.00

TABLE 9

San Leandro Sampling Station Microbiology Results

2nd Quarter 2020

Collection Date	Fecal Coliform MPN/100ml	Enterococcus MPN/100ml
04/02/20	<2	<10
04/09/20	2	<10
04/16/20	2	<10
04/23/20	13	<10
04/30/20	4	<10
05/07/20	2	<10
05/14/20	13	--
05/22/20	8	<10
05/26/20	30	<10
06/04/20	<2	<10
06/12/20	22	<10
06/18/20	27	<10
06/25/20	11	<10
Median	8	<10
Geometric Mean	6.4	10

Note:

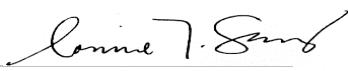
Sample collected on 05/14/20 was not analyzed for enterococcus.

Monthly Report for LAVWMA -April 2020
Dublin San Ramon Services District Laboratory
ELAP Certificate # 1272

DATE	FLOW (MGD)	CBOD (mg/L) (kg/d)		TSS (mg/L) (kg/d)		MINIMUM pH (units)	MAXIMUM pH (units)	CHLORINE RESIDUAL (mg/L)	CHLORINE RESIDUAL (SLS STATION) (mg/L)
1	10.94	3.5	145	8.0	331	7.49	7.55	3.956	0.000
2	10.94					7.45	7.55	3.112	0.000
3	13.13					7.41	7.49	3.123	0.000
4	10.51					7.38	7.43	3.091	0.000
5	13.76					7.27	7.39	2.983	0.000
6	13.76					7.25	7.32	2.987	0.000
7	13.76					7.28	7.33	3.160	0.000
8	13.76	4.7	245	10.8	562	7.30	7.37	3.527	0.000
9	14.94					7.32	7.37	3.673	0.000
10	13.09					7.32	7.37	3.417	0.000
11	14.12					7.33	7.39	3.309	0.000
12	13.11					7.28	7.38	3.190	0.000
13	13.07					7.34	7.52	3.361	0.000
14	12.04					7.32	7.40	3.957	0.034
15	13.23	3.4	170	7.3	366	7.33	7.44	3.850	0.053
16	10.95					7.32	7.39	3.632	0.046
17	10.84					7.36	7.42	3.955	0.051
18	10.66					7.35	7.41	4.759	0.060
19	10.08					7.28	7.36	4.605	0.018
20	10.32					7.33	7.38	4.677	0.001
21	10.32					7.33	7.36	4.660	0.001
22	10.32	3.2	125	7.2	281	7.31	7.37	4.861	0.001
23	10.32					7.32	7.39	4.731	0.001
24	10.32					7.33	7.40	4.485	0.012
25	10.32					7.39	7.43	4.467	0.004
26	8.93					7.39	7.45	3.988	0.001
27	8.35					7.37	7.61	3.956	0.001
28	11.41					7.39	7.49	4.666	0.001
29	8.39	4.2	133	4.8	152	7.37	7.47	4.636	0.001
30	8.08					7.33	7.42	4.653	0.001
MAX.	14.94	4.7	245	10.8	562	7.49	7.61	4.86	0.06
MIN.	8.08	3.2	125	4.8	152	7.25	7.32	2.98	0.00
AVE.	11.46	3.8	164	7.6	339	7.34	7.42	3.91	0.01
TOTAL	343.78								

Samples collected from LAVWMA Export Pump Station, except for chlorine at the San Leandro Sampling Station as noted.
 MGD = Millions of gallons per day; mg/L = milligrams per liter; kg/d = kilograms per day

Authorized for release by:


 Connie Sanchez, Acting Laboratory Supervisor

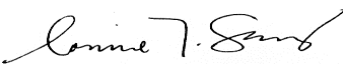
Date: 7/20/2020

Monthly Report for LAVWMA - May 2020
Dublin San Ramon Services District Laboratory
ELAP Certificate # 1272

DATE	FLOW (MGD)	CBOD (mg/L) (kg/d)		TSS (mg/L) (kg/d)		MINIMUM pH (units)	MAXIMUM pH (units)	CHLORINE RESIDUAL (mg/L)	CHLORINE RESIDUAL (SLS STATION) (mg/L)
1	7.27					7.34	7.39	4.577	0.001
2	7.27					7.33	7.37	3.420	0.001
3	8.18					7.31	7.37	3.649	0.001
4	8.18					7.31	7.50	3.621	0.001
5	9.09					7.42	7.49	3.025	0.001
6	5.16	5.1	100	6.2	121	7.37	7.44	3.558	0.002
7	5.75					7.35	7.43	3.806	0.017
8	6.53					7.33	7.38	3.224	0.019
9	6.53					7.34	7.43	2.878	0.013
10	7.08					7.35	7.44	3.010	0.021
11	7.08					7.36	7.46	3.821	0.001
12	7.60					7.40	7.46	4.218	0.001
13	6.48	6.4	157	7.8	191	7.34	7.41	3.505	0.001
14	7.08					7.34	7.37	3.968	0.001
15	7.08					7.35	7.67	3.875	0.001
16	7.43					7.35	7.73	2.795	0.001
17	9.27					7.37	7.42	3.873	0.001
18	7.84					7.33	7.43	4.930	0.001
19	7.84					7.38	7.43	3.944	0.001
20	7.84	6	178	10.5	312	7.43	7.71	4.396	0.003
21	6.63					7.51	7.59	3.782	0.001
22	7.33					7.52	7.70	3.730	0.001
23	7.34					7.57	7.65	3.370	0.001
24	6.97					7.60	7.64	3.256	0.001
25	6.97					7.44	7.64	3.839	0.001
26	6.33					7.45	7.63	3.029	0.001
27	6.33	5.2	124	14.0	335	7.42	7.52	3.147	0.001
28	6.33					7.43	7.53	2.327	0.001
29	4.62					7.42	7.54	2.129	0.001
30	4.62					7.45	7.56	2.187	0.001
31	4.62					7.38	7.48	3.162	0.001
MAX.	9.27	6.4	178	14.0	335	7.60	7.73	4.93	0.02
MIN.	4.62	5.1	100	6.2	121	7.31	7.37	2.13	0.00
AVE.	6.93	5.7	140	9.6	240	7.40	7.51	3.49	0.00
TOTAL	214.68								

Samples collected from LAVWMA Export Pump Station, except for chlorine at the San Leandro Sampling Station as noted.
 MGD = Millions of gallons per day; mg/L = milligrams per liter; kg/d = kilograms per day

Authorized for release by:


 Connie Sanchez, Acting Laboratory Supervisor

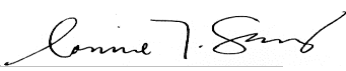
Date: 7/20/2020

Monthly Report for LAVWMA -June 2020
Dublin San Ramon Services District Laboratory
ELAP Certificate # 1272

DATE	FLOW (MGD)	CBOD (mg/L) (kg/d)		TSS (mg/L) (kg/d)		MINIMUM pH (units)	MAXIMUM pH (units)	CHLORINE RESIDUAL (mg/L)	CHLORINE RESIDUAL (SLS STATION) (mg/L)
1	6.77					7.31	7.42	3.458	0.001
2	6.77					7.36	7.45	2.729	0.001
3	4.23	3.9	62	7.2	115	7.32	7.40	2.038	0.001
4	4.23					7.32	7.53	0.748	0.001
5	4.23					7.47	7.56	0.263	0.001
6	5.50					7.50	7.60	0.057	0.001
7	5.50					7.35	7.51	0.164	0.001
8	5.28					7.27	7.36	1.529	0.001
9	5.28					7.27	7.32	1.109	0.001
10	4.16	5.4	85	10.2	161	7.27	7.33	0.907	0.001
11	4.17					7.28	7.35	0.841	0.001
12	4.14					7.30	7.38	0.314	0.001
13	6.06					7.28	7.37	0.224	0.001
14	6.06					7.23	7.35	0.652	0.001
15	5.56					7.29	7.45	1.000	0.001
16	5.56					7.34	7.42	1.379	0.001
17	4.05	6.4	98	11.5	176	7.30	7.36	0.835	0.001
18	4.03					7.29	7.35	0.386	0.001
19	4.13					7.33	7.40	0.184	0.001
20	4.90					7.26	7.38	0.266	0.001
21	4.90					7.13	7.36	0.034	0.001
22	5.26					7.20	7.36	0.143	0.001
23	5.26					7.24	7.45	0.226	0.001
24	4.07	3.3	51	6.6	102	7.23	7.40	0.699	0.001
25	4.02					7.23	7.35	0.839	0.001
26	4.07					7.23	7.29	2.603	0.001
27	3.70					7.18	7.29	1.496	0.001
28	5.15					7.21	7.36	1.372	0.001
29	4.90					7.21	7.37	2.070	0.001
30	4.90					7.27	7.38	1.635	0.001
MAX.	6.77	6.4	98	11.5	176	7.50	7.60	3.46	0.00
MIN.	3.70	3.3	51	6.6	102	7.13	7.29	0.03	0.00
AVE.	4.89	4.8	74	8.9	138	7.28	7.40	1.01	0.00
TOTAL	146.80								

Samples collected from LAVWMA Export Pump Station, except for chlorine at the San Leandro Sampling Station as noted.
 MGD = Millions of gallons per day; mg/L = milligrams per liter; kg/d = kilograms per day

Authorized for release by:


 Connie Sanchez, Acting Laboratory Supervisor

Date: 7/20/2020

TABLE 11

DUBLIN SAN RAMON SERVICES DISTRICT WASTEWATER TREATMENT FACILITY

LAVWMA

Langelier pH Saturation Index

Collection DATE	TDS (mg/L)	Temp (°C)	Ca Hardness (mg/L CaCO ₃)	Alkalinity (mg/L CaCO ₃)	pH (Actual)	pH Saturation	Langlier Index
04/07/20	652	20.0	108	290	7.2	7.4	-0.2
05/05/20	668	22.0	96	308	7.4	7.4	0.0
06/09/20	614	23.2	91	278	7.0	7.4	-0.4
MAXIMUM	668	23.2	108	308	7.4	7.4	0.0
MINIMUM	614	20.0	91	278	7.0	7.4	-0.4
AVERAGE	645	21.7	98	292	7.2	7.4	-0.2

TABLE 11

DUBLIN SAN RAMON SERVICES DISTRICT WASTEWATER TREATMENT FACILITY

DSRSD

Langelier pH Saturation Index

Collection DATE	TDS (mg/L)	Temp (°C)	Ca Hardness (mg/L CaCO ₃)	Alkalinity (mg/L CaCO ₃)	pH (Actual)	pH Saturation	Langlier Index
04/07/20	704	21.1	136	306	7.4	7.3	0.2
05/05/20	726	22.9	110	312	7.0	7.3	-0.3
06/09/20	713	25.2	92	296	7.3	7.4	-0.1
MAXIMUM	726	25.2	136	312	7.4	7.4	0.2
MINIMUM	704	21.1	92	296	7.0	7.3	-0.3
AVERAGE	714	23.1	113	305	7.3	7.3	-0.1

TABLE 11

CITY OF LIVERMORE
LIVERMORE WATER RECLAMATION PLANT

Langelier pH Saturation Index

Collection DATE	TDS (mg/L)	Temp (°C)	Ca Hardness (mg/L CaCO ₃)	Alkalinity (mg/L CaCO ₃)	pH (Actual)	pH Saturation	Langlier Index
04/08/20	590	21.0	83	345	7.5	7.5	0.1
05/06/20	620	23.0	75	306	7.6	7.5	0.0
06/03/20	578	25.0	77	311	7.6	7.5	0.1
MAXIMUM	620	25.0	83	345	7.6	7.5	0.1
MINIMUM	578	21.0	75	306	7.5	7.5	0.0
AVERAGE	596	23.0	78	321	7.6	7.5	0.1

TABLE 12 – LAVWMA Routine and Emergency Contact Information

<i>Agency</i>	<i>Contact</i>	<i>Office</i>
DSRSD	Sue Stephenson, Community Affairs Supervisor	(925) 875-2295
LAVWMA	Chuck Weir, General Manager	(925) 875-2233

The routine, non-emergency contact information is as follows:

<i>Agency</i>	<i>Contact</i>	<i>Office</i>
DSRSD	WWTP Main Office/Control Room Office	(925) 846-4565
DSRSD	Shawn Quinlan, Mechanical Maintenance Supervisor	(925) 875-2358
DSRSD	Levi Fuller, WWTP Operations Supervisor	(925) 875-2300
DSRSD	Jeff Carson, Operations Manager	(925) 875-2345
DSRSD	Fax Machine	(925) 462-0658

The after-hours and emergency contact information is as follows:

<i>Agency</i>	<i>Contact</i>	<i>Cell</i>
DSRSD	24 Hour On Duty Operator	(925) 519-0557
DSRSD	Operator II On Duty	(925) 872-5887
DSRSD	Shawn Quinlan, Mechanical Maintenance Supervisor	(925) 570-7878
DSRSD	Levi Fuller, WWTP Operations Supervisor	(925) 570-8775
DSRSD	Jeff Carson, Operations Manager	(925) 719-2997

The City of Livermore emergency contact information is as follows:

<i>Agency</i>	<i>Contact</i>	<i>Cell</i>
Livermore	24 Hour On Duty Operator	(925) 960-8160
Livermore	Jimmie Truesdell, Water Resources Operations Manager	(925) 525-2016

The City of Pleasanton emergency contact information is as follows:

<i>Agency</i>	<i>Contact</i>	<i>Cell</i>
Pleasanton	24 Hour On Call Operator	(925) 437-3992
Pleasanton	Eric Amaro, Chief Utilities System Operator	(925) 437-3605

End of Report

LAVWMA Quarterly Report of Operations, FYE 2020, Fourth Quarter

Page 1

Agenda Explanation
 Livermore-Amador Valley
 Water Management Agency
 Board of Directors
 August 19, 2020

ITEM NO. 9 PROJECT STATUS REPORTS - RISK ANALYSIS OF THE PUMP STATION / FAILURE ANALYSIS OF THE FORCEMAIN SYSTEM PROJECT AND ENGINEERING SERVICES FOR THE MOTOR CONTROL CENTER REPLACEMENT PROJECT

Action Requested

None at this time.

Summary

At the August 21, 2019 Board meeting the Board authorized the General Manager to issue two Requests for Proposal (RFP) for critical pump station projects. The first RFP was to conduct a risk analysis of the pump station electrical system, system storage capabilities, and a failure analysis of the forcemain system. As a reminder, this RFP was designed to help evaluate the risk associated with the potential loss of electrical power due to PG&E's Public Safety Power Shutoff (PSPS) program or other outages, explore alternatives such as using a generator as a backup to allow pumping or storing effluent for up to five days until power is restored, as well as provide an inspection of the forcemain and evaluation of its remaining useful life. The Board also authorized the General Manager to: (a) form a selection committee to evaluate the proposals, and (b) award a Professional Services Agreement to the selected Proposer, if any, in an amount not to exceed \$250,000.

The second RFP is to design the Motor Control Center (MCC) Replacement Project. As a reminder, this project involves the design and engineering necessary to bring the two MCCs at the pump station to modern standards since the starters are coming to the end of their useful life and/or have obsolete equipment that cannot be replaced. The Board also authorized the General Manager to; (a) form a selection committee to evaluate the proposals and (b) award a Professional Services Agreement with the selected Proposer, if any, in an amount not to exceed \$225,000.

Risk/Failure Analysis and Pipeline Inspection Project Status

HydroScience (HS) was selected for this project. The final scope was revised slightly in light of new information indicating a relatively low risk to LAVWMA regarding a PSPS power outage. This project is a critical path item and is proceeding despite COVID-19 issues. Meetings are being held as webinars. A confidential draft Technical Memo, Pump Station Flow, Storage, and EBDA Capacity Analysis was received on August 6, 2020. The document is currently under review and a final Technical Memo should be received before the end of August. Information in this report has allowed the member agencies to agree on capacity needs in the EBDA system. This will be relevant in the ongoing negotiations of a new Master Agreement with EBDA. There, LAVWMA is being asked to pick a flow volume that it will commit to paying for over the term of the agreement, even if LAVWMA's needs change over time. The Master Agreement will

likely allow LAVWMA to purchase increased capacity in the EBDA system over time, but not reduce it. Thus, the analysis provided by HydroScience is critical to selecting a flow that meets - but does not exceed - the Agency's needs. The report also has useful information that will be used in the NPDES Permit renewal process, which LAVWMA will be undertaking this year.

The pipeline inspection portion of this project has been delayed due to COVID-19 issues. A final list of sites for inspection has been agreed upon. DSRSD staff is in the process of arranging traffic control for the inspections, which will occur over a period of five to six days. Inspections will occur in mid-September. In addition, information gathered from the inspections will be used in the recommendation of additional sites for inspection in Fiscal Year 2020/21.

MCC Replacement Design Project Status

DTN Engineers was awarded the engineering portion of this project. They have submitted 80% plans and specifications which were reviewed by the member agency staff. DTN is in the process of finalizing the plans and specs.

There are two similar projects scheduled this fiscal year. One is to replace the Programmable Logic Controller (PLC), which is the brains managing the pump and motor operation. The second is electrical improvements to the main switchgear. Discussions with DSRSD staff concluded that efforts should be made to combine all three projects under the MCC project. DTN was asked to review the general scopes of the projects and provide a budget level cost estimate. DTN offered to incorporate the switchgear improvements into its scope for the MCC design at no additional cost. DTN will prepare additional plans and specs such that the MCC and switchgear projects can be bid under one construction project. The bid packet is expected to be available in September 2020.

DTN further recommended that the PLC project not be included in the MCC project due to COVID-19 issues. There is not enough space in the cabinets from multiple contractors to be working at the same time and follow social distancing protocols. Instead, DSRSD staff has suggested that the PLC project be included in their design-build project for replacing their SCADA system. Similar projects have been completed jointly in the past. The most recent was installation of fiber optic cable at the DSRSD treatment plant and the LAVWMA Pump Station.

Recommendation

None at this time. This is an information item only.

Page 1

Agenda Explanation
Livermore-Amador Valley
Water Management Agency
Board of Directors
August 19, 2020

ITEM NO. 10 POLICY FOR THE USE OF ELECTRONIC SIGNATURES**Action Requested**

Review and approve the Electronic Signature Policy

Summary

Current shelter-in-place orders in response to the COVID-19 pandemic have made it necessary for public agencies to develop their capabilities in working remotely and conducting business electronically. Many public agencies in California have therefore moved to using digital signatures, rather than handwritten “wet” signatures. Even when the pandemic ends, LAVWMA is comprised of three separate public entities from across Alameda county and the use of digital signatures could save time, money and effort on the part of staff and Directors for acquiring signatures on routine documents and other forms designated by the General Manager as having a low risk of being the subject of misuse.

Staff has developed an electronic signature policy that would allow LAVWMA to conduct business efficiently in a remote-work environment while still ensuring legal requirements are being met.

Under Government Code section 16.5, a digital signature has the same force and effect as a manual signature, if and only if: (1) it is unique to the person using it, (2) it is capable of verification, (3) it is under the sole control of the person using it, (4) it is linked to data in such a manner that if the data are changed, the digital signature is invalidated, and (5) it conforms to regulations adopted by the Secretary of State. Consistent with this and other state and federal laws, the attached policy outlines the guidelines and procedures that would govern LAVWMA’s use of electronic signatures, including the technologies that may be used, the situations where an electronic signature is acceptable, and the situations where an electronic signature is, by law, not permitted.

The Secretary of State’s regulations define the types of technologies that are acceptable for use by public agencies creating and executing documents with digital signatures. One such acceptable and certified software is DocuSign, which is currently the industry leader for electronic signatures. DocuSign has strong security measures and best practices and has been recommended by other public agencies for being user-friendly. Staff therefore proposes using DocuSign if the Board approves this policy.

Recommendation

Approve the Electronic Signature Policy. The use of electronic signatures provides cost benefits, increased efficiency, and a legally binding equivalent to a handwritten signature.

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Attachment

Electronic Signature Policy

Electronic Signature Policy

I. Purpose

The use of electronic signatures provides cost benefits, increased efficiency, and a legally binding equivalent to a handwritten signature. The purpose of this policy is to establish the acceptable procedures for the use of electronic signatures in LAVWMA-related business.

II. Applicability

This policy applies to the execution of LAVWMA's internal documents, acceptance of electronic signatures from parties outside of LAVWMA, and the use of electronic signatures on documents executed on behalf of LAVWMA, to the extent allowed by applicable federal and state laws.

Nothing in this policy prohibits an LAVWMA official or employee, with the consent of the of the LAVWMA General Manager, from requiring a wet signature or higher form of secure electronic signature if he or she believes it is prudent or necessary. Any transaction must be analyzed under the facts and circumstances existing at the time a transaction was executed.

III. Definitions

An “**electronic record**” is “a record created, generated, sent, communicated, received, or stored by electronic means.” (Civil Code section 1633.2(g).) An electronic record generally contains information or a data file that was created and stored in digitized form through the use of computers, machines, and software applications.

An “**electronic signature**” is “any sound, symbol, or process attached to or associated with an electronic record and executed or adopted by a person with the intent to sign the electronic record.” (Civil Code section 1633.2(h).) It is the electronic equivalent of a handwritten, wet, or manual signature on paper, and therefore must have certain characteristics for evidentiary purposes.

A “**digital signature**” is “an electronic identifier, created by computer, intended by the party using it to have the same force and effect as the use of a manual signature.” Government Code section 16.5 states a digital signature shall have the same force and effect as a manual signature if and only if:

1. It is unique to the person using it.
2. It is capable of verification.
3. It is under the sole control of the person using it.
4. It is linked to data in such a manner that if the data are changed, the digital signature is invalidated, and
5. It conforms to regulations adopted by the Secretary of State.

For the purpose of this policy, “digital signature” and “electronic signature” shall have the same meaning.

An “**electronically signed record**” is a record, file, or document that has been electronically signed by means of an electronic signature and that is related to the conduct of the LAVWMA's official business.

IV. Requirements for Electronic Signatures

The use of electronic signatures shall comply with all applicable federal and state laws, including but not limited to 15 U.S.C. §§ 7001, et seq. [U.S. Federal Electronic Signatures in Global and National Commerce Act]; California Government Code §16.5; and California Civil Code §§ 1633.1, *et seq.*

The General Manager, in consultation with LAVWMA's General Counsel, shall determine the acceptable technology LAVWMA will use for digital signatures, which shall be consistent with industry best practices to ensure the security and integrity of the data and the signature. Digital signature certification authorities shall be selected from the list of "Certification Authorities" approved and maintained by the California Secretary of State.

The use or acceptance of a digital signature is at the option of the parties to the transaction and nothing in the law requires a public entity to use or accept the submission of a document containing a digital signature. (Gov. Code § 16.5.) For electronic signatures and records created and executed using LAVWMA's electronic signature system, the criteria below shall be considered met:

1. The parties intend to sign and execute the agreement electronically, as is required in order for the electronic signature to be valid and legally binding.
2. The parties consent to the transaction, consent that the transaction be completed electronically, and consent to receive disclosures electronically.
3. LAVWMA will maintain the security procedure and audit trails for the transactions for which electronic signatures are used.

V. Procedures for Electronically Signed Documents

LAVWMA staff shall establish and maintain the software system to be used for the purposes of requesting, collecting, and executing electronic signatures and electronic records, consistent with the encryption standards established by the State of California.

Execution and Routing of Electronically Signed Documents

Use of electronic signatures will not change who within LAVWMA must approve or execute a transaction, nor will it change the routing process for the transaction.

Signed Copies Provided to All Parties

When a document is electronically signed by all parties, LAVWMA will provide a copy of the electronically signed document to the other parties in an electronic format that is capable of being retained and printed by the other parties.

Storage and Archiving of Electronically Signed Documents

The LAVWMA staff primarily responsible for the execution of a particular transaction or document shall ensure that a fixed version of the final electronic document, and any supporting documentation, is executed and collected in a manner approved by the General Manager. LAVWMA staff shall file and maintain electronic records in a manner that complies with LAVWMA's document retention schedule and policies and applicable public records law.

VI. Classes of Documents for which Electronic Signatures are Permitted

A digital signature may be used or accepted on the following documents:

1. Requests for proposal
2. Certificates and Permits (if permitted by law)
3. HR-related items, such as employee reviews and personnel action forms
4. Commission/committee applications
5. Legal filings such as Declarations
6. Service Agreements for Consulting & Professional Services
7. Financial Documents (if permitted by law)
8. Non-Professional Services Agreements
9. Internal and external memoranda
10. Internal documents (if permitted by law)
11. Letters and other correspondence

LAVWMA may accept an electronic signature form and utilize the electronic signature software for the execution of documents for any other public entity, regulatory body, or non-profit public benefit corporation that has adopted electronic signature protocols acceptable to LAVWMA.

This above list is not intended to be an exhaustive list, nor does it require an electronic signature for any particular document. LAVWMA staff shall work with the General Manager to determine whether electronic signatures may be used for any particular document and with LAVWMA General Counsel to determine the instances in which applicable law permit the use of electronic signatures.

VII. Classes of Documents for which Electronic Signatures are Prohibited

An electronic signature shall not be used in any transactions or documents for which electronic signatures are prohibited by Civil Code section 1633.3. Any other documents that, by law, require a wet signature shall also not be signed electronically.

A digital signature may not be used or accepted on the following documents:

1. Documents or transactions that require a handwritten signature, including but not limited to transfers of interest in real property
2. Documents or transactions requiring a signature to be notarized or acknowledged
3. Unless the County Recorder issues an order or directive that otherwise permits electronic signatures, Documents that are to be recorded with the County Recorder (including but not limited to Deeds, Conditional Use Permits, and Regulatory Agreements)
4. Initiative petitions

----- END OF POLICY -----

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ITEM NO. 11 UPDATE AND RESPONSE TO VARIOUS LEGAL AND LEGISLATIVE ISSUES

Action Requested

None at this time.

Summary

California Association of Sanitation Agencies (CASA) updated its bill tracking list on March 13, 2020. That list was included in the May 20, 2020 Agenda packet. The current status of the Bills that were reviewed at the last meeting include the following. Updates are in *italics*.

AB1672 (Bloom) Solid waste: nonwoven disposable products. CASA is both a sponsor and supporter of this bill and has been attempting to get the Legislature to act on so-called “disposable” wipes to no avail until COVID-19 struck. Due to shortages of toilet paper people started using baby wipes and flushing them down the toilet which resulted in many instances of clogged pipes and sanitary sewer overflows. The State Water Board even got involved and assisted with messaging that these products are not to be flushed down the toilet. Most agencies push the concept that only the three “Ps” are to be flushed: pee, poo, and (toilet) paper. This bill would require that products be clearly labeled that they should not be flushed down the toilet. It also prohibits manufacturers from marketing them as flushable. *The bill has been amended several times in both the Assembly and the Senate, most recently by the Senate on July 9, 2020. It was reviewed by the Committee on Environmental Quality on August 10 where it was unanimously approved and forwarded to the Senate Committee on Appropriations.*

AB2182 (Rubio, Blanca) Emergency backup generators: water and wastewater facilities. CASA is supporting this bill which would require emergency generators to comply with maintenance and testing procedures established by the National Fire Protection Association. *This bill has stalled as the hearing was postponed by the committee on March 16, 2020.*

AB2560 (Quirk) Water quality: notification and response levels: procedures. CASA is supporting this bill which applies to public drinking water agencies. They would be required to issue notices to the public when contaminants are detected above maximum contaminant levels as established by the State Water Board. *This bill was unanimously approved by the Assembly and forwarded to the Senate. It has been referred to the Committee on Environmental Quality.*

SB45 (Allen) Wildfire Protection, Safe Drinking Water, Drought Preparation, and Flood Protection Bond Act of 2020. This is a \$5.5Billion Bond Act that CASA is supporting. It is intended to provide funding for the items listed. *This bill was passed by the Senate and has been held up by the Assembly since January 2020.*

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SB931 (Wieckowski) Local government meetings: agendas and documents. CASA has a watch position on this bill which would require public agencies to email agenda documents upon request. *This bill has been held up in the Committee on Governance and Finance since April 2020.*

SB996 (Portantino) State Water Resources Control Board: Constituents of Emerging Concern. CASA has taken a support position on this bill which would require the State Water Board to establish a program to support and conduct research and provide recommendations on constituents of emerging concern in drinking water. *This bill has been held in Committee since February 2020.*

SB1052 (Hertzberg) Water Quality: municipal wastewater agencies. CASA is both a supporter and sponsor of this bill which would allow wastewater agencies to enter into agreement with stormwater agencies for the purpose of managing stormwater and dry weather runoff and levy taxes and fees for said programs. *This bill has been held up due to the shortened legislative calendar for 2020.*

SB1056 (Portantino) Drinking water: testing: perfluoroalkyl and polyfluoroalkyl substances. CASA is watching closely this bill which would require the State Water Board to certify methodologies for testing water sources for PFAS substances and to accredit labs to perform those analyses. *This bill was referred to the Committee on Environmental Quality and hearings have been postponed since April 1, 2020.*

SB1099 (Dodd) Emergency backup generators: critical facilities: exemption. CASA supports this bill which would require local air districts to have rules that allow emergency generators that are used in response to emergency electrical outages (i.e. PG&E Public Safety Power Shutoff events) not have those events count toward any limitations established by the air district. *This bill has based out of the Senate and is now in the Assembly. It has been referred to the Committee on Natural Resources.*

Other bills that may be of interest to the member agencies include development fees, climate change, and microfibers. CASA supports the microfiber bills as they could reduce the quantity of microfibers that reach wastewater treatment plants.

The Hertzberg bill, SB332, which would prohibit wastewater discharges to the ocean and bays is inactive at this time. It was returned to the Secretary of the Senate in early February. As of this writing, it has not reappeared.

The CASA website maintains a special website for COVID-19 related information, including agency planning and operations, worker safety, state actions, federal actions, how to remain in

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compliance, links for responses, communication tools, research, and emergency assistance from FEMA and CalOES. This information is available at the following link:

<https://casaweb.org/covid-19/>

California Special Districts Association (CSDA) is also tracking hundreds of bills on behalf of special districts. The bills of most interest to wastewater agencies are the same ones being tracked by CASA.

Another useful summary is BACWA's Key Regulatory Issue Summary, **Attachment No. 11.a**. This summary is updated every few months and provides useful information for Bay Area wastewater agencies.

At the last Board meeting, we discussed a variety of Executive Orders issued by California's Governor that required sheltering in place and allowed public agencies to conduct meetings remotely without following the onerous requirements in the Brown Act for teleconferences. The pandemic has continued and therefore, these orders remain relevant.

We previously informed the Board that the Judicial Council adopted 11 temporary emergency rules for California Courts, but questions remained about whether the rules would toll the deadline to file a CEQA suit. The Judicial Council has now amended the rule to clarify it does apply to CEQA and other writs of mandate. The rule now restarts statutes of limitations on set dates (instead of tying it to the state of emergency declaration). It suspends from April 6 to October 1 (178 days) the statute of limitations and repose for civil causes of action that exceed 180 days, and suspends from April 6 to August 3 (119 days) the statute of limitations and repose for civil causes of action that are 180 days or less. This eliminates the open-ended tolling period that was causing significant uncertainty for all discretionary actions taken by public agencies that could potentially be subject to a CEQA suit.

The California Supreme Court ruled unanimously on August 3, 2020 that municipal water rates are not subject to the referendum process, only the initiative process. In *Wilde v. City of Dunsmuir*, the City concluded that its aging water facilities required significant upgrades and repairs which necessitated higher water rates to pay for these infrastructure projects. The City held a protest hearing as required under Proposition 218 for the new water rates, but no majority protest was mounted, and the Council approved new water rates.

Ms. Wilde attempted to stop the implementation of the new water rates by way of initiative and referendum. The initiative was rejected by the voters. The city refused to place Wilde's referendum on the ballot because the city believed the voters lacked the authority to set water rates via referendum. If water rates were subject to the referendum power, they would be suspended while the referenda challenge played out. Whereas, the initiative power does not delay

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or suspend operation of statutes. The distinction was significant, and the law was not clear on the issue of whether utility rates are subject to challenge by referendum.

Wilde challenged and, ultimately, the Court found that referendum was not the appropriate method to challenge a public agency's water rates. The Court emphasized that a public agency's ability to adopt a balanced budget and raise funds for operating revenue should not be delayed or undermined because this could compromise the agency's ability to finance its water utility and manage its fiscal affairs, including providing an essential service like water to its residents. The Court made clear that water rates can be challenged by initiative. The *Wilde* case is a win for local governments and their ability to fund essential governmental services.

Recommendation

There is no recommendation at this time.

ITEM NO. 12 GENERAL MANAGER'S REPORT

Action Requested

None at this time. This is an information item only.

Summary

The General Manager's (GM) tenure began on April 17, 2014. A two year extension was approved on April 20, 2016, and a three year extension was approved on February 21, 2018. The agreement requires a report on hours worked during the fiscal year at each Board meeting. There is a limitation of 1,000 hours per fiscal year. For the fiscal year ending June 30, 2019 the General Manager billed LAVWMA 467.50 hours. For the fiscal year ending June 30, 2020 the General Manager has billed LAVWMA 606.00 hours. More hours were billed this fiscal year due to EBDA and capital project issues.

In addition to the brief descriptions below, there are several items of interest for the Board's review:

1. **Asset Management.** DSRSD staff continues to refine the equipment listing, particularly the useful lives and replacement costs which are key to ensuring the fund balance is adequate for the projects that are scheduled. The GIS pipeline map is one example of the results of their efforts. As discussed in the last agenda, DSRSD staff is in the process of preparing ID tags for all equipment.
2. **Records Management Project.** At long last, a Purchase Order in the amount of \$29,000 has been issued for this project. The scope and cost have been modified to include all active files in the project. COVID-19 issues and the inability of DSRSD staff to return to the main office has resulted in yet another delay. This project finally began the week of August 10, 2020, with social distancing requirements in place.
3. **EBDA Issues.** EBDA's new Joint Powers Agreement (JPA) was approved by all five member agencies before the end of December 2019. The new JPA took effect on July 1, 2020. The current Master Agreement between LAVWMA and EBDA has been extended through December 31, 2020. Currently the parties disagree regarding the nature of LAVWMA's interest in the capacity rights within EBDA's system, which will likely need to be resolved before we can enter a new master agreement. Before taking a hard stance in negotiations, LAVWMA will be meeting with the member agencies' attorneys to receive feedback and conducting further research to understand the pros and cons of any position it may take. Due to the sensitive nature of the issues, a detailed discussion is not included in this report.

4. Wastewater Agency Response to COVID-19

Plant personnel are all practicing social distancing as much as possible and the use of personnel protective equipment (PPE) continues. This includes masks, gloves, face shields and other items. In most instances only essential O&M staff have been reporting to work, along with management staff periodically. As employees come to work, they self-report as to the presence of any symptoms that could be caused by the virus. If there are any, they immediately go home and remain in isolation for fourteen days. Administrative and engineering staff typically work from home. Email, phone calls, and web meetings have become the new normal. Face to face meetings are extremely rare. The State Water Board has concluded that disinfection methods practiced by wastewater agencies are adequately killing or inactivating the virus in effluent samples. It is now believed that untreated wastewater may be a viable method to track the presence of the virus in society as a whole. Agencies are working with research institutions to learn more about this. The tests are expensive and are beyond the resources of most agencies. BACWA is working with research institutions to develop more cost effective sampling and testing methods. During the meeting, Member Agency staff can detail more steps they have taken in response to COVID-19. The Board can also refer to the CASA website link in the previous agenda report.

5. FYE21 Capital Project Planning

Please refer to **Attachment No. 12.a** for a status report on all capital projects for FYE21. The General Manager is working closely with DSRSD staff to ensure that projects are managed as effectively as possible.

Following is a brief description of major activities since the February 19, 2020 Board meeting:

- Attended LAVWMA O&M meetings with DSRSD, Livermore and Pleasanton staff. Recent meetings have been Zoom web meetings.
- Prepared and distributed agenda packet for the August Staff Advisory Group meeting and hosted the August 11, 2020 SAG Zoom meeting.
- Developed a spreadsheet for FYE21 capital project planning and hosted several Zoom meetings with DSRSD staff to identify and discuss issues. Modified spreadsheet as new information becomes available.
- Drafted items for August 19, 2020 Board Agenda and prepared packet for distribution.
- Drafted minutes from May 20, 2020 Board meeting and revised based on comments received.
- Downloaded FYE21 Insurance documents from SDRMA website. Reviewed and forwarded same to DSRSD staff and General Counsel
- Made updates to website as needed for files and legal requirements. Worked with Chair Pentin to arrange for aerial photos of the pump station. Worked with staff to select photos and send to website developer for use in updating the website.

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- Updated Action Item List.
- Continued to work with General Counsel to track legislation of interest to LAVWMA and the member agencies.
- Worked with DSRSD staff and DTN Engineers on the MCC replacement project. Was able to get DTN to add upgrades to the main switchgear to the project at no additional cost.
- Participated in several Zoom meetings with HydroScience and DSRSD staffs to refine the flow model and select sites for pipeline inspection.
- Monitored progress of pump station and O&M projects managed by DSRSD staff.
- Reviewed and approved invoices for payment by DSRSD. Updated accounting system and operating system on remote computer.
- Continued to Discuss Asset Management issues with DSRSD staff. LAVWMA will follow their lead.
- Worked with DSRSD staff on various inquiries regarding projects near the forcemain to ensure there would be no issues of concern with the integrity of the forcemain.
- Issued a bid packet for corrosion protection projects. Selected Corpro for the project and worked with them and General Counsel to collect all applicable documents and execute the contract.
- Initiated contact with possible replacement for Sue Montague when she retires. Discussed and obtained concurrence from DERWA.
- Participated in CASA/CWEA/WEF webinars related to managing COVID-19 issues including the virus's presence in wastewater influent, effluent, biosolids, and disinfection practices.
- Attended EBDA Managers Advisory Committee (MAC) meetings. Made notes of same and shared with SAG members.
- Discussed EBDA agreement issues with SAG members on several occasions. Discussed LAVWMA response to EBDA term sheet with EBDA General Manager. Issue of capacity ownership is an outstanding one. Worked with General Counsel to prepare an informal analysis of ownership issues. Received and reviewed EBDA legal counsel response to same. Discussed with SAG and made plans for further analysis and review.
- Issued purchase order to Woodard & Curran for NPDES permit renewal technical assistance. Participated in telephone calls and emails with same to discuss permit issues and plans for submitting the Report of Waste Discharge (ROWD) by the due date of August 31, 2020. Reviewed priority pollutant monitoring results and compiled into spreadsheets for submittal with the ROWD. Worked with DSRSD staff to compile all conventional monitoring data for the ROWD. Entered the priority pollutant monitoring data into Regional Board provided spreadsheet for the reasonable potential analysis. Email and phone communication with Regional Board staff regarding various issues. Discussed possibility of increasing discharges to San Lorenzo Creek from once every 1.5 years to 1.7 times per year. Regional Board staff was supportive. Began assembling all parts of the ROWD for submittal to the Regional Board.

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- Prepared and submitted monthly invoices for LAVWMA General Management services.
- Reviewed and commented on 4th Quarter O&M Report prepared by DSRSD staff.
- Logged into Samsara website at various times to monitor pump station and flows.
- Reviewed and approved DSRSD monthly invoices for O&M services.
- Continued working with EBDA and LAVWMA agency staff to address enterococcus issues.
- Reviewed EBDA and DSRSD agenda packets.
- Responded to various emails and phone calls from outside agencies and organizations.

Attached for the Board's information, is the most recent Action Item List, **Attachment No. 12.b.**

Next Meeting

The next Regular Board meeting is scheduled for November 18, 2020.

Recommendation

None at this time. This is an information item only.

Attachments

- 12.a FYE21 Capital Projects Planning List
- 12.b LAVWMA Action item List

LAVWMA FYE21 Capital Projects
Modified 8/9/2020

Project	Estimated Cost	Estimated Completion Date	Priority (High, Medium, Low)	Complexity (High, Medium, Low)	Lead/Co-Lead/Others	Coordination Issues (Engineering/Operations/Mechanical/Instrumentation, Controls, & Electrical)	Schedule Issues	Status and other notes
Pump Station Risk Analysis and Forcemain Inspection and Evaluation. Carryover from FYE20.	\$250,000	9/30/2020	High, nearing completion	Medium for pump station issues. High for pipeline inspection. Need to provide traffic control for some sites. Will likely use DSRSD's contractor and bill the project.	Weir/Quinlan			Project nearing completion. Will include report on capacity issues, storage basin management, SLSS improvements, pipeline inspection results and recommendations for future inspections
MCC and Soft Starter Replacement Project. Carryover from FYE20 and into FYE21. Electrical Improvements to the Main Switchgear at the Pump Station.	Design cost \$250,000. Construction cost \$1,065,000 + \$50,000 from the Electrical Improvements to the Switchgear project. Total = \$1,115,000.	12/31/2021	High, design nearing completion. Construction High - need to complete before winter 2021/22	Medium for design. High for construction due to weather and need for phasing.	Weir/Atendido			Design phase nearing completion. 80% plans and specs are under review. Should be out for bid before the end of August 2020. Need to have a construction management firm. Chris Davenport and Psomas? Diep Nguyen has agreed to add this to his MCC replacement project at no additional cost.
Rebuild Three Pumps and Their Associated Mortors.	\$216,000	12/31/2020	High, underway as purchase order has been issued to R.F. McDonald.	Medium. Will replace the remaining three 500 HP pumps. Need to order seals too. Use same as on the first three?	Quinlan			Three bids were received. Firm has been selected and will be added after the Ops meeting on July 8.
Resealing of all Three Storage Basins.	\$200,000	12/31/2020	High, bid packet under development.	Medium. Will need to coordinate with DSRSD's basin sealing project.	Quinlan			Project to be combined with sealing of DSRSD's storage basins.
San Leandro Sample Station Design Improvements.	\$175,000	6/30/2021	High		TBD			Improvements are needed to manage likely more frequent discharges to San Lorenzo Creek in response to the new EBDA agreement. HydroScience is preparing a report to assist in design needs.
Road Drainage Improvements at the Pump Station.	\$35,000	12/31/2020			TBD			To be combined with similar projects at DSRSD.

LAVWMA FYE21 Capital Projects
Modified 8/9/2020

Project	Estimated Cost	Estimated Completion Date	Priority (High, Medium, Low)	Complexity (High, Medium, Low)	Lead/Co-Lead/Others	Coordination Issues (Engineering/Operations/Mechanical/Instrumentation, Controls, & Electrical)	Schedule Issues	Status and other notes
Cathodic Protection Projects.	\$185,000	12/31/2020	High. Bids are due July 13 at 3:00 p.m.	Medium for some parts, high for others that require traffic control.	Weir/Atendido			Bid Packet issued June 29, 2020. Bids are due July 13, 2020. Informal bid process being used. Three firms were notified.
PLC Upgrade at the Pump Station.	\$300,000	6/30/2021			TBD			Could this be combined with MCC project. Need to have a discussion with Diep and Maurice. Need to have a construction management firm. Chris Davenport and Psomas? May be combined with DSRSD SCADA project.
Pipeline Inspection	\$100,000	6/30/2021			TBD			Scope will be based on the results and recommendations of the HydroScience (National Plant Services) inspection project.
Smart Detectors on High Maintenance Air/Vac and Air Release Valves.	\$40,000	6/30/2021			TBD			The smart detectors are intended to help prevent leaks from the valves along the forcemain system.

LAVWMA Action Item List

Month: August 2020

SAG Task	Responsible Party	Due Date	Status	Completion Date
Items for August 19, 2020 LAVWMA Board Meeting	SAG	8/12/2020	Usual reports, updates on Risk, MCC and Corrosion Protection projects, progress on renewal of agreement with EBDA, policy for electronic signatures, NPDES permit renewal.	
Operations Coordination Committee Task	Responsible Party	Due Date	Status	Completion Date
FYE21 Replacement Projects: See Items Below	Zavadii/Delight	Various dates	Refer to information below.	
Pump Station Risk Analysis and Forcemain Inspection and Evaluation. Carryover from FYE20. Estimated cost \$250,000	Weir	9/30/2020	Project nearing completion. Will include report on capacity issues, storage basin management, SLSS improvements, pipeline inspection results and recommendations for future inspections	
MCC and Soft Starter Replacement Project. Carryover from FYE20 and into FYE21. Estimated design cost \$250,000. Estimated construction cost \$1,065,000. Project now includes Electrical Improvements to the Main Switchgear at the Pump Station. Total estimated cost \$1,115,000.	Weir/Atendido	12/31/2021	Design phase nearing completion. 80% plans and specs are under review. Plans for electrical improvements to switchgear being added. Should be out for bid before the end of September 2020.	
Rebuild Three Pumps and Their Associated Motors. Estimated cost \$216,000	Quinlan	12/31/2020	Three bids were received. Firm has been selected and purchase order has been issued. Will also need to rebuild the three associated motors.	
Resealing of all Three Storage Basins. Estimated cost \$200,000	Quinlan	12/31/2020	Project to be combined with sealing of DSRSD's storage basins.	
San Leandro Sample Station Design Improvements. Estimated cost \$175,000	TBD	6/30/2021	Improvements are needed to manage likely more frequent discharges to San Lorenzo Creek in response to the new EBDA agreement. HydroScience is preparing a report to assist in design needs.	
Road Drainage Improvements at the Pump Station. Estimated cost \$35,000	TBD	12/31/2020	To be combined with similar projects at DSRSD.	
Cathodic Protection Projects. Estimated cost \$185,000	Weir/Atendido	12/31/2020	Corpro submitted sole bid. All documents are in signature process. Notice to Proceed should be issued week of August 17, 2020.	
PLC Upgrade at the Pump Station. Estimated cost \$300,000	TBD	6/30/2021	Considered combining with MCC project. Now likely to be included in DSRSD SCADA project, which is design build.	
Pipeline Inspection. Estimated cost \$100,000	TBD	6/30/2021	Scope will be based on the results and recommendations of the HydroScience (National Plant Services) inspection project.	
Smart Detectors on High Maintenance Air/Vac and Air Release Valves. Estimated cost \$40,000	TBD	6/30/2021	The smart detectors are intended to help prevent leaks from the valves along the forcemain system.	
Other Items				
Wet Weather Issues	Fuller	10/31/2020	Meeting to be scheduled. New EBDA Agreement will be a key element of modifications to the wet weather procedures.	
Live test of SLSS system	Fuller/Atendido	TBD	Conducted in April 2019. No significant issues.	
Live test of Alamo Canal discharge during wet weather	Carson/Fuller	TBD	Test postponed due to COVID-19. Will be scheduled for this winter.	
Wet Well Isolation Gates	Quinlan	6/30/2019	Gate is in good shape but won't fully close. No date set, perhaps this winter.	
EBDA Enterococcus Issue	Fuller		No issues at this time.	
YTD O&M Expenses compared to budget	Carson, Weir	Ongoing	Reviewed at every Operations Coordination Meeting.	