

# NOVATO SANITARY DISTRICT

Meeting Date: August 11, 2025

**The Board of Directors of the Novato Sanitary District will hold a regular in-person meeting at 5:30 p.m., Monday, August 11, 2025, at the District office, 500 Davidson Street, Novato.**

*Materials related to items on this agenda that are public records are available for public inspection at the District Office, 500 Davidson Street, Novato, during normal business hours. This agenda packet is also available on the District's website: [www.novatosan.com](http://www.novatosan.com). Note: All times and/or order of consideration for agenda items are for reference only. Times may vary and the Board of Directors may consider item(s) in a different order than set forth herein.*

## REGULAR MEETING AGENDA

- 1. ROLL-CALL & PLEDGE OF ALLEGIANCE:**
- 2. AGENDA APPROVAL (BY ACCLAMATION):**
- 3. PUBLIC COMMENT (PLEASE OBSERVE A THREE-MINUTE TIME LIMIT):**

*This item is to allow anyone wishing to address the Board of Directors on matters within the District's jurisdiction but not on the posted agenda\*. Each individual will be limited to a three-minute presentation. The Board President may refer any matter to staff for follow-up, or elect to have the matter placed on a future agenda. No action will be taken by the Board at this time as a result of any public comments made.*

*\*Note: Raise your hand and the Board President will recognize and notify you when it is your turn to speak.*

- 4. REVIEW OF MINUTES:**
  - a. Approve minutes of the regular meeting of July 14, 2025.

- 5. CONSENT CALENDAR:**

*The General Manager-Chief Engineer has reviewed the following items. To his knowledge, there is no opposition to the consent action. The item(s) can be acted on in one consolidated motion as recommended or may be removed from the Consent Calendar and separately considered at the request of any person.*

- a. Approve/ratify regular disbursements, July 15 - August 11, 2025.
- b. Ratify payroll and payroll related disbursements, July 2025.
- c. Receive deposit summary, July 2025.
- d. Receive 4<sup>th</sup> Quarter Investment Report, Fiscal Year (FY) 24-25.
- e. Receive 4<sup>th</sup> Quarter Financial Report, FY 24-25.
- f. Receive Accounts Receivable (A/R) Summary Report as of June 30, 2025.
- g. Approve transfer of \$328,810.47 from the Capital Fund to the Operating Fund for staff time spent on Capital Fund projects in Fiscal Year (FY) 24-25.
- h. Adopt Resolution No. 3204 Authorizing a Grant of Easement to the North Marin Water District, Assessor Parcel Number (APN) 157-171-16.
- i. Receive General Manager-Chief Engineer's report, National Association of Clean Water Agencies (NACWA) 55<sup>th</sup> Annual Meeting and Awards Ceremony, in Colorado Springs, CO, July 22 - 25, 2025 – information only.
- j. Receive Environmental Programs Manager's report, Northern California Household Hazardous Waste Information Exchange Event, July 9, 2025 - information only.
- k. Approve an application from Pacific Gas and Electric Company (PG&E) and authorize the General Manager-Chief Engineer to issue a one-time, temporary, Class I non-domestic discharge permit for discharge of groundwater and hydro-test water, 7600 Redwood Boulevard location.

- 6. ANNUAL BUDGET:**

- a. Receive and adopt the Final Fiscal Year (FY) 25-26 District Annual Budget, subject to edits or amendments.
- b. Adopt Resolution No. 3205 establishing the District's FY25-26 Appropriations Limit.

**7. WASTEWATER OPERATIONS:**

- a. Receive Wastewater Operations Report for July 2025 – information only:
  - i. Collection Systems
  - ii. Treatment Facilities
  - iii. Reclamation Facilities

**8. CAPITAL PROJECTS:**

- a. *Annual Ignacio Facility Improvements (Ignacio Potable Water System Improvements), Account No. 72807*: Review bids received, and authorize the General Manager-Chief Engineer to award to, and execute the construction contract with, Maggiora & Ghilotti, Inc. in the bid amount of \$454,800.
- b. *Annual Reclamation Facilities Improvements (NSD Effluent Pond Two Levee Repair), Account No. 72804*. Review bids received, and authorize the General Manager-Chief Engineer to award to, and execute the construction contract with, Maggiora & Ghilotti, Inc. in the bid amount of \$170,800.
- c. *Collection System Improvements (Main Interceptor 2 Repairs at Novato Creek Project), Account No. 72706*: Review bids received, and authorize the General Manager-Chief Engineer to award to, and execute the construction contract with, WestRock Engineering, Inc. in the bid amount of \$698,900.
- d. *Annual Reclamation Facility Improvements (Outfall Pipe Repairs and Rehabilitation Project), Account No. 72804*. Approve a contract with Woodard & Curran, Inc. in the not-to-exceed amount of \$165,670 for engineering services for the Outfall Pipe Repairs and Rehabilitation Project and authorize the General Manager-Chief Engineer to execute it.
- e. *Network and SCADA Upgrades, Account No. 72112*: Approve a contract with Tyler Technologies, Inc. in an amount not-to-exceed \$80,600 in one-time costs and an annual amount of \$43,710 which is subject to allocation of funds each fiscal year, for a total initial 3-year term cost of \$211,668.
- f. Receive Capital Projects Update Report through July 2025 – information only.

**9. STAFF REPORTS: (INFORMATION ONLY)**

- a. Receive report on CalPERS Health Plan Premium Rates for 2026.
- b. Receive report on Fiscal Year (FY) 24-25 Capacity Charges, California Government Code (CGC) §66013.
- c. Receive report on Uniform Public Construction Cost Accounting Act (UPCCAA) implementation for Fiscal Year (FY) 24-25.

**10. BOARD MEMBER REPORTS AND REQUESTS:**

- a. California Association of Sanitation Agencies (CASA) 2025 Annual Conference, San Diego, CA – information only.
- b. North Bay Watershed Association (NBWA) meeting, August 2025. (Meeting cancelled).

**11. GENERAL MANAGER'S REPORT AND ANNOUNCEMENTS:**

- a. Receive verbal report and announcements.

**12. ADJOURN:**

Next Resolution No. 3206.

**Next regular meeting: Monday, September 8, 2025, 5:30 p.m.**

**Meeting location: Novato Sanitary District office, 500 Davidson Street, Novato, CA.**

*In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the District at (415) 892-1694 at least 24 hours prior to the meeting. Notification prior to the meeting will enable the District to make reasonable accommodation to help ensure accessibility to this meeting.*