



**NORTH MARIN
WATER DISTRICT**

**NORTH MARIN WATER DISTRICT
AGENDA - REGULAR MEETING
February 7, 2012 – 7:30 p.m.
District Headquarters
999 Rush Creek Place
Novato, California**

Information about and copies of supporting materials on agenda items are available for public review at 999 Rush Creek Place, Novato, at the Reception Desk, or by calling the District Secretary at (415) 897-4133. A fee may be charged for copies. District facilities and meetings comply with the Americans with Disabilities Act. If special accommodations are needed, please contact the District Secretary as soon as possible, but at least two days prior to the meeting.

Est. Time	Item	Subject
7:30 p.m.	CALL TO ORDER	
	1. APPROVE MINUTES FROM REGULAR MEETING , January 17, 2012	
	2. GENERAL MANAGER'S REPORT	
	3. OPEN TIME: (Please observe a three-minute time limit)	
		This section of the agenda is provided so that the public may express comments on any issues not listed on the agenda that are of interest to the public and within the jurisdiction of the North Marin Water District. When comments are made about matters not on the agenda, Board members can ask questions for clarification, respond to statements or questions from members of the public, refer a matter to staff, or direct staff to place a matter of business on a future agenda. The public may also express comments on agenda items at the time of Board consideration.
	4. STAFF/DIRECTORS REPORTS	
	5. QUARTERLY FINANCIAL STATEMENT	
	CONSENT CALENDAR	
		The General Manager has reviewed the following items. To his knowledge, there is no opposition to the action. The items 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.
	6. Consent - Approve Lagunitas Creek Streamgaging Station Cost Sharing	
	7. Consent - Approve CYES "Green House Call" Bill Insert	
	8. Consent - Approve Planning Workshop Summary	
	ACTION CALENDAR	
	9. Consider: 2nd Request for Bill Adjustment - Krafft	
	10. Approve: Recycled Water Expansion South Service Area - Phase 1b: Award Construction Contract	
	11. Approve: Recycled Water On-site Retrofit Design Project Task 2 - Agreement for Design Services with Russ Mitchell and Associates, Inc.	
	12. Approve: Revision to Inter-district Loan Policy	
8:00 p.m.	INFORMATION ITEMS	
	13. Water Conservation Mid-Year Update (July-December 2011)	

All times are approximate and for reference only.
The Board of Directors may consider an item at a different time than set forth herein.

Est. Time	Item	Subject
	14.	Mid-Year Progress Report - Engineering Department
	15.	Second Quarter FY 2011/12 Update – Operations/Maintenance
	16.	Update for Proposed On Air/Verizon Cellular Tower at Winged Foot Tank Site
	17.	STP Solar Project Update
	18.	State Water Resources Control Board License 4324B Report
	19.	NBWA Meeting - February 3, 2012
	20.	WAC/TAC Meeting - February 6, 2012
	21.	Public Policy Facilitating Committee Meeting - February 9, 2012
	22.	MISCELLANEOUS Disbursements Postage Rate Change Response to Marin Civil Grand Jury Survey for Special Districts Reimbursement Program 2011 Donation Request from Tomales Bay Watershed Council Bimonthly Service Charge Analysis Russian River Water Supply System Designated "Dry" <u>News Articles:</u> Novato Water District to Flush Pipes Port Sonoma Developer Agrees to Full Environmental Review (Including letter from Congresswoman Lynn Woolsey)
9:00 p.m.	23.	ADJOURNMENT

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DRAFT
NORTH MARIN WATER DISTRICT
MINUTES OF REGULAR MEETING
OF THE BOARD OF DIRECTORS
January 17, 2012

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CALL TO ORDER

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President Petterle called the regular meeting of the Board of Directors of North Marin Water District to order at 7:30 p.m. at the District headquarters and the agenda was accepted as presented. Present were Directors Jack Baker, Rick Fraites, and John Schoonover. Also present were General Manager Chris DeGabriele, Secretary Renee Roberts, Auditor-Controller David Bentley and Chief Engineer Drew McIntyre. Director Dennis Rodoni was absent.

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District employee Robert Clark (Operations/Maintenance Superintendent) and Doug Moore (Construction/Maintenance Superintendent) were in the audience.

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MINUTES

On motion of Director Schoonover, seconded by Director Fraites and carried by the following vote, the Board approved the minutes from the previous meeting as presented:

AYES: Directors Baker, Fraites, Petterle, Schoonover

NOES: None

ABSTAIN: None

ABSENT: Director Rodoni

GENERAL MANAGER'S REPORT

Oceana Marin Homeowner's Association

Mr. DeGabriele advised that he will attend the Oceana Marin Homeowner's Association semi-annual meeting on Saturday, January 21, 2012 to review last year's activities and talk about plans for the coming year in Oceana Marin.

Upcoming Meetings

Mr. DeGabriele informed the Board of several meeting coming up in February: North Bay Watershed meeting on February 3; Water Advisory Committee meeting on February 6 and the Public Policy Facilitating Committee meeting on February 9.

OPEN TIME

President Petterle asked if anyone in the audience wished to bring up an item not on the agenda and there was no response.

1 **STAFF / DIRECTORS' REPORTS**

2 President Petterle asked if staff or Directors wished to bring up an item not on the agenda
3 and there was no response.

4 **MONTHLY PROGRESS REPORT**

5 Mr. DeGabriele provided the Monthly Progress Report for December. He reported that
6 Novato production was down 1% from one year ago, and down about 10% from three years ago;
7 West Marin production is down 5% from one year ago and down about 20% from three years ago.
8 He said that Stafford Treatment Plant production was good and there was no change on the
9 recycled water production as there was no need for recycled water for Stone Tree Golf Course. Mr.
10 DeGabriele stated that December was very dry and Stafford Lake is down to 178.5 feet in elevation
11 and there is 410 MG or 1300 acre feet remaining in the lake. He advised that he has talked to the
12 General Manager of Marin Municipal Water District to inquire if MMWD is interested in paying to
13 backfeed Stafford Lake for their benefit. He said that Mr. Helliker stated that he is talking with his
14 staff; however, MMWD lakes are full. Mr. DeGabriele stated that it will be necessary to decide by
15 early February to backfeed the lake.

16 Mr. DeGabriele stated that he had a conversation with Sonoma County Water Agency to let
17 them know that the District is interested to find out as early as possible what their water supply
18 projections will be. He said that there is still ample storage in Lake Mendocino and Lake Sonoma
19 and that there is enough capacity in the transmission system. He said that the question will be what,
20 if any, restrictions will be handed down from the State Water Resources Control Board. Mr.
21 DeGabriele advised that under current conditions this would be a "critical dry year", but with the
22 rainfall predicted for this week, it would likely become a "dry year". He said that there is a question
23 whether the Agency must file a Temporary Urgency Change petition this year since "dry year"
24 criteria will result in lower minimum flows to satisfy the Biological Opinion requirements.

25 Mr. DeGabriele reported that in Oceana Marin, freeboard in both the treatment and storage
26 ponds are at good levels. He said that this year in December there was 0.5 MG effluent flow volume
27 compared to 1.2 MG last year. He stated that this is an indication of the inflow and infiltration which
28 occurs during rainy months.

29 Mr. DeGabriele reported that in Safety and Liability, staff worked almost 300 days through
30 December 31 without a lost time accident or incident. He reported that on Friday, the mechanic
31 suffered an injury that resulted in lost time. Mr. DeGabriele stated that the Summary of Complaints
32 and Service Orders shows that for the month of December there is an increase in complaints that is
33 attributed to customer leaks and high bill complaints. He said that overall, the year-to-date total is

1 less than the previous year. Mr. DeGabriele said that the Customer Service Questionnaire
2 continues to show good performance by staff, but not many questionnaires are being returned.

3 Mr. Bentley reported that the cash balance at the end of December is \$12.5M that includes
4 the \$8M loan from Bank of Marin. He stated that the cash balance decreased \$715,000 in
5 December and the weighted average portfolio rate was 0.44%.

6 **CONSENT CALENDAR**

7 On the motion of Director Schoonover, seconded by Director Baker and unanimously carried
8 by those Directors present, the following items were approved on the consent calendar:

9 **WATER AGREEMENT WESTAMERICA BANK, 300 IGNACIO BLVD.**

10 This project consists of remodeling of the existing commercial building that includes fire
11 sprinkling with a dedicated four-inch fire service as required by the Novato Fire Protection District.
12 The existing polybutylene one-inch water service lateral will be replaced and a new 5/8-inch service
13 will be installed to separate the irrigation from the domestic service. Water facilities include ten feet
14 of six-inch PVC main, replacement of the existing one-inch service, one 5/8-inch irrigation service,
15 one commercial fire hydrant and a four-inch fire service with 5/8-inch bypass meter.

16 The Board approved Resolution No. 12-03 entitled, "Authorization of Execution of Water
17 Service Facilities Construction Agreement with Westamerica Bancorporation."

18 **NOTICE OF COMPLETION FOR RECYCLED WATER EXPANSION - NORTH SERVICE AREA -**
19 **SEGMENT 1 PROJECT (GHILOTTI CONSTRUCTION COMPANY)**

20 The project contractor, Ghilotti Construction Company, has fulfilled their obligations under
21 the contract pursuant to and in conformance with contract requirements for the Recycled Water
22 Project North Service Area Segment 1 Project. All work performed by Ghilotti Construction has
23 been inspected by District staff, Construction Manager The Covello Group, Consultants Miller Pacific
24 Engineering and Environmental Science Associates, and the County of Marin. The contractor's
25 work was completed on December 16, 2011.

26 The Board authorized the General Manager to execute and file a Notice of Completion for
27 the Recycled Water Expansion North Service Area Segment 1 Project.

28 **RESPONSE TO CUSTOMER REQUEST FOR REDUCED SERVICE CHARGE**

29 The Board approved a letter to be sent, under the Board President's signature, to a disabled
30 senior customer denying a request that the District reduce the bimonthly service charge for people in
31 her customer class.

1 **ACTION CALENDAR**

2 **CONSIDER: 2ND REQUEST FOR ADDITIONAL BILL ADJUSTMENT - 2404 LAGUNA VISTA**
3 **DRIVE**

4 Ms. Roberts reported that she received a phone call from Ms. Jeanne Krafft late this
5 afternoon requesting that this item be deferred until next meeting because she was too ill to attend.
6 The Board concurred to move this item to the February 7th meeting agenda.

7 **APPROVE: RECYCLED WATER EXPANSION TO THE SOUTH SERVICE AREA - PHASE 1A**
8 **PROJECT - BID ADVERTISEMENT**

9 Mr. McIntyre stated that staff is ready to move forward with advertisement of Phase 1a for
10 the Recycled Water South Service Area project. He noted that the Board has approved Phase 1b.
11 He said that the Phase 1a project is the installation of the 12-inch transmission line that connects
12 the recycled water treatment system at Las Gallinas Valley Sanitary District with the first part of the
13 distribution system in the Hamilton area. He advised that the 12-inch pipe is approximately 10,000
14 feet in length and runs north from Las Gallinas Valley Sanitary District through the CYO property to
15 the Meadow Park area of Hamilton. Mr. McIntyre stated that the estimated cost of the project is
16 \$914,000, the bid opening is scheduled for March 1, and scheduled for completion in mid-
17 September. He said that this is the second project in the South Service Area that is funded by the
18 American Recovery and Reinvestment Act (ARRA). He reminded the Board that both the Phase 1a
19 and Phase 1b projects received 25% in grant funds (ARRA and WaterSmart Grant funding via
20 Bureau of Reclamation), and the projects need to be completed by September of this year to meet
21 the requirements of the ARRA contract. Mr. McIntyre advised that staff is still working on the State
22 Revolving Fund loan for the South Service Area project and he expects approval by next month.

23 On motion of Director Schoonover, seconded by Director Baker, and carried by those
24 Directors present, the Board authorized bid advertisement of the Recycled Water Expansion South
25 Service Area - Phase 1a Project.

26 **APPROVE: PT. REYES WELL #3 REPLACEMENT PROJECT - REQUEST FOR**
27 **AUTHORIZATION TO CONDUCT CEQA PUBLIC REVIEW**

28 Mr. McIntyre stated that the Board has been apprised of the failing of Point Reyes Well #3
29 since September 2011 when the existing well casing had collapsed and was no longer functional.
30 He reminded the Board that Well #1 has been taken out of service and properly abandoned and the
31 District only operates Wells #2 and #3. He said that at the December 6th meeting, the Board was
32 advised that the District needs to comply with National Environmental Protection Act (NEPA)
33 requirements because the wells are on U.S. Coast Guard property via an easement. Mr. McIntyre
34 stated that NEPA approval should take two to four weeks and all indications are that this will be a

1 categorical exemption. He advised that since that property is within the Local Coastal Plan, the
2 District needs to comply with the California Coastal Commission Coastal Development Permit
3 requirements.

4 Mr. McIntyre stated that the Initial Study has been completed by Leonard Charles &
5 Associates and that staff is requesting Board approval to initiate the CEQA 30-day public review
6 period. He advised that the 30-day public review and comment period would be noticed in the Point
7 Reyes Light and filed with the County of Marin. He said that staff is further requesting that the Board
8 set a public hearing to consider adoption of the Mitigated Negative Declaration at the March 6, 2012
9 meeting. Mr. McIntyre said that with these actions, the District will have complied with the Coastal
10 Commission's permit application. He stated that after the 30-day review and comment period, and if
11 the application is deemed complete, the Coastal Commission has six months to schedule it for
12 action by the Commission. He further stated that if the Coastal Commission staff deems that the
13 project is minor, the Coastal Commission supervisor could take action and schedule for the next
14 Coastal Commission Committee meeting. Mr. McIntyre opined that the best case scenario would be
15 three to four months; worst case scenario six to seven months. He said that meeting demands
16 during summer months may be difficult if there is a problem with the remaining well (Well #2) as
17 there is no redundancy.

18 On motion of Director Fraites, seconded by Director Schoonover and unanimously carried by
19 those Directors present, the Board authorized staff to initiate the CEQA 30-day Public Review Period
20 and to schedule a public hearing for the March 6, 2012 Board meeting at which time the Board will
21 consider adoption of the Mitigated Negative Declaration.

22 **INFORMATION ITEMS**

23 **ETHICS TRAINING FOR BOARD OF DIRECTORS**

24 Mr. DeGabriele advised the Board that they are required to complete the Ethics Training this
25 year to comply with Assembly Bill 1234. He further advised that District officers will also complete
26 the Ethics Training this year to satisfy the District of Distinction requirements.

27 **DRAFT BOARD OF DIRECTORS PLANNING WORKSHOP SUMMARY**

28 Mr. DeGabriele presented the Board of Directors Planning Workshop Summary and
29 requested that the Board provide their comments by Friday. He said comments will be included in
30 the summary and presented at the next meeting for Board approval.

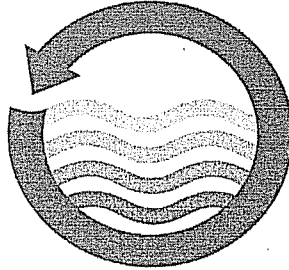
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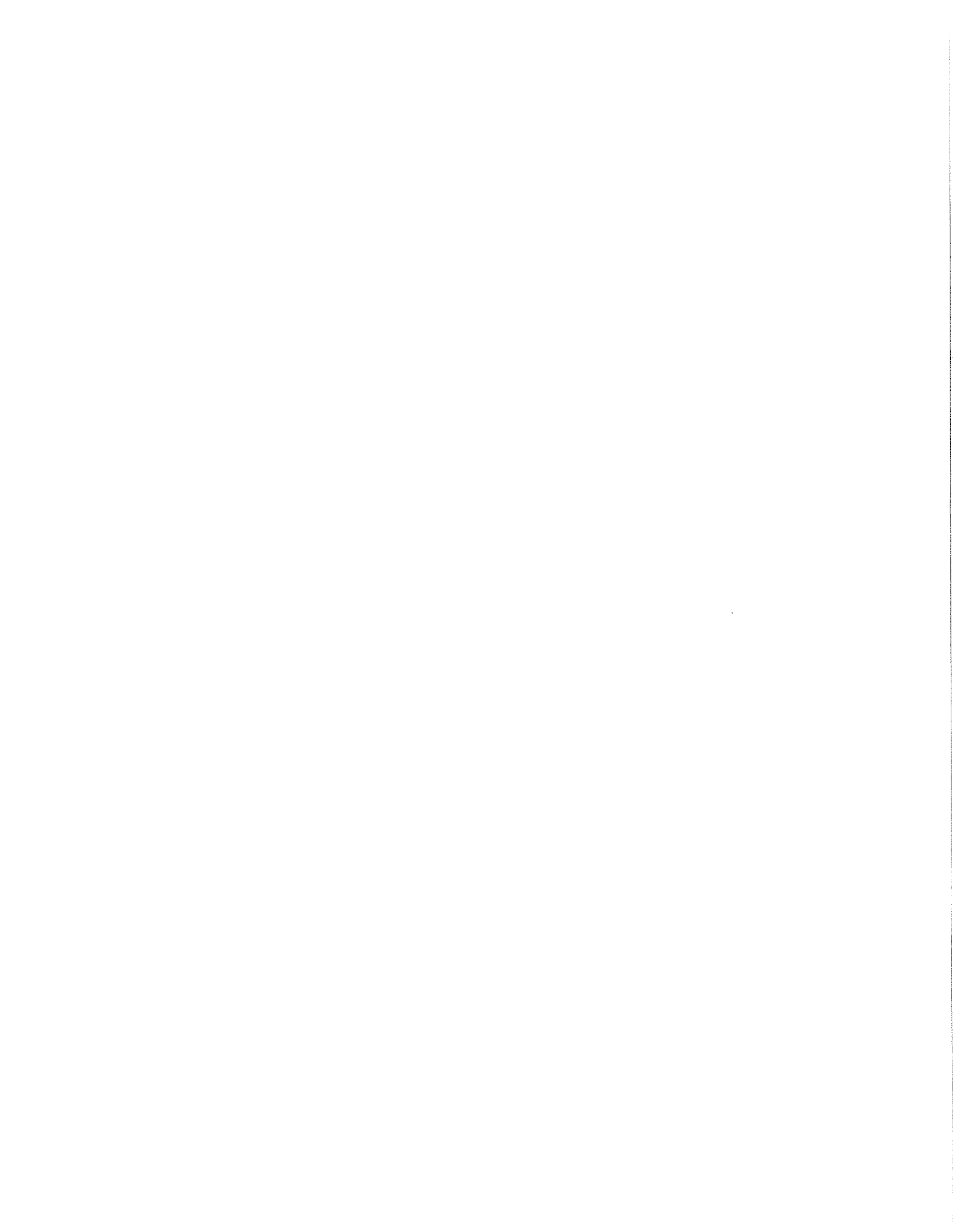
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NORTH MARIN WATER DISTRICT



FINANCIAL STATEMENT FISCAL YEAR 2011-12

December 2011



**NORTH MARIN WATER DISTRICT
FINANCIAL STATEMENTS
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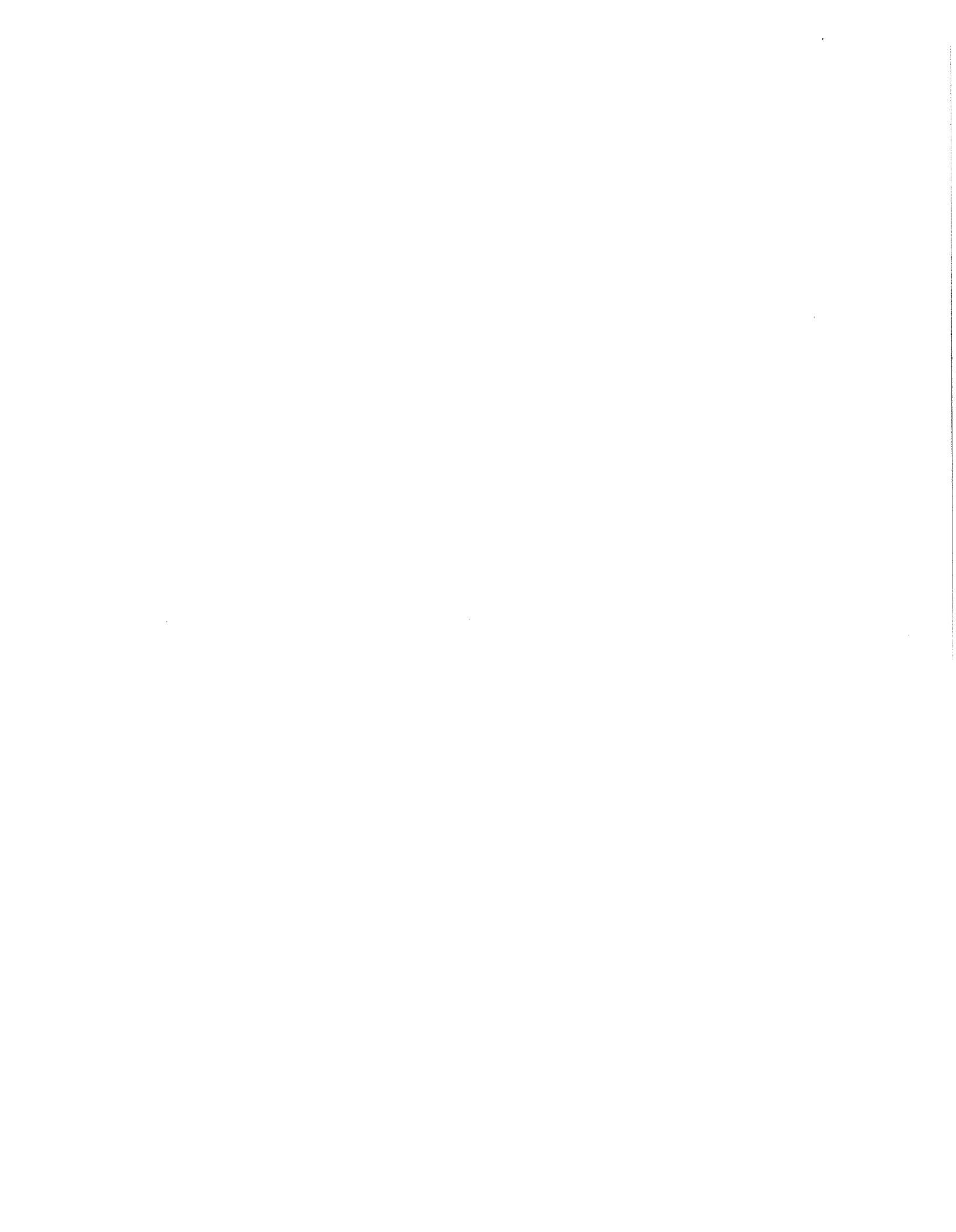
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MEMORANDUM

To: Board of Directors
 From: David L. Bentley, Auditor-Controller
 Subj: Information – FY11/12 December Financial Statement
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February 3, 2012

FISCAL YEAR-TO-DATE PERFORMANCE COMPARED TO THE ANNUAL BUDGET

CONSOLIDATED SUMMARY

Actual vs. Budget	Dec-11	FY11/12 YTD Actual	FY11/12 Budget	FYTD / Budget %
Operating Revenue	\$966,387	\$8,577,821	\$14,949,000	57%
Other Sources of Funds ¹	325,952	\$9,746,122	\$8,819,000	111%
Total Funds Received	\$1,292,339	\$18,323,943	\$23,768,000	77%
Operating Expense less depreciation	\$981,637	\$6,372,582	\$12,173,000	52%
Other Uses of Funds ²	1,537,516	\$4,105,406	\$12,184,000	34%
Total Funds Expended	\$2,519,153	\$10,477,988	\$24,357,000	43%
Net Surplus / (Deficit)	(\$1,226,814)	\$7,845,955	(\$589,000)	-

¹Other sources of funds exclude developer 'in-kind' contributions.

²Includes capital expenditures and debt service payments.

For the first half of the fiscal year the District received 77% of budgeted income and expended 43% of budgeted outlays. Operating Revenue, at 57%, came in 1% less than budget, and Operating Expense, at 52%, came in 1% less than budget seasonally adjusted. An \$8 million loan received in October for the Aqueduct Energy Efficiency Project contributed to a fiscal year-to-date surplus of \$7,845,955 compared to a budgeted deficit of \$589,000 for the entire year. 32% of the Capital Improvement Projects Budget has been expended this fiscal year-to-date. The District's total cash balance decreased \$715,529 during the month and increased \$8,074,958 since July 1st. The cash decrease was due primarily to payments for the STP SRF loan (\$574,461), Recycled Water Expansion-Seg. 3 (\$724,800) offset by the pay down of consumer receivables (\$492,731). The Debt Service Coverage Ratio at month end was 7.6, significantly exceeding the ratio of 1.2 required under the Bank of Marin AEEP loan covenant (see Financial Statement Note 16).

**SUMMARY INCOME STATEMENTS BY SERVICE AREA
 PRESENTED IN ACCORDANCE WITH GENERALLY ACCEPTED ACCOUNTING PRINCIPALS**

NOVATO WATER

Year over Year Comparison	Dec-11	FYTD 11/12	FYTD 10/11	FY12 vs 11 Up/(Down)
Operating Revenue	\$911,096	\$8,001,976	\$7,271,398	10%
Operating Expense less depreciation	\$943,226	\$6,032,022	\$6,476,582	(7%)
Depreciation Expense	\$193,345	\$1,165,400	\$1,161,672	0%
Other Income / (Expense)	(\$57,393)	(\$261,053)	(\$213,273)	22%
Net Income / (Loss)	<u>(\$282,868)</u>	<u>\$543,500</u>	<u>(\$580,128)</u>	-
Active Accounts	20,474	20,474	20,455	0%
Consumption (MG)	167	1,600	1,621	(1%)
Average Commodity Rate/1,000 gal	\$3.98	\$4.08	\$3.82	7%
Income / (Loss) / Active Account	(\$13.82)	\$26.55	(\$28.36)	-
Income / (Loss) / 1,000 Gal	(\$1.69)	\$0.34	(\$0.36)	-
Connection Fee Revenue	(\$120)	\$911,880	\$166,700	447%
Developer 'In-Kind' Contributions	\$17,249	\$330,750	\$491,614	(33%)

Consumption for the period was down 1% from the prior year same period. Total operating revenue, which includes wheeling and other miscellaneous service charges, increased 10% (\$730,577) due to the 11% rate increase commencing June 1, 2011. Total operating expense, before depreciation, was 7% (\$444,559) less than last year same period. The Stafford Treatment Plant produced 586 MG this fiscal year-to-date at a cost of \$1,966/MG¹ versus \$2,119/MG³ from SCWA. The budget for Stafford is 800 MG at a cost of \$2,783/MG. The plant shut down for the season on December 30.

Salary and benefit cost charged to Novato operations was 1% less (\$27,934) than last year. Staff time charged to Novato operations was 5% less than last year same period. Salary and benefit cost was \$2,642,731 this fiscal year-to-date, which was 49% of the \$5,369,000 budget for Novato operations.

The fiscal year-to-date net income (which includes non-operating items such as interest revenue and expense) of \$543,500 compares to a budgeted net loss for the year of \$416,000 and to a net loss of \$580,128 for the prior year. 15% (\$631,749) of the Novato Water Capital Improvement Project Budget was spent versus \$1,692,025 (26%) for the prior year same period. \$911,880 in connection fees were collected, which is 160% of budget. The Novato cash balance decreased \$806,736 during the month, and stood at \$12,061,643 at month end.

<u>NOVATO RECYCLED</u>		FYTD	FYTD	FY12 vs 11
Year over Year Comparison	<u>Dec-11</u>	<u>11/12</u>	<u>10/11</u>	<u>Up/(Down)</u>
Operating Revenue	\$623	\$133,433	\$127,337	5%
Operating Expense less depreciation	\$3,023	\$75,716	\$136,734	(45%)
Depreciation Expense	\$13,580	\$81,483	\$81,684	(0%)
Other Income / (Expense)	(\$2,035)	(\$11,275)	(\$11,789)	(4%)
Net Income / (Loss)	<u>(\$18,015)</u>	<u>(\$35,040)</u>	<u>(\$102,870)</u>	(66%)
Active Accounts	2	2	3	(33%)
Consumption (MG)	0	34	35	(2%)
Average Commodity Rate/1,000 gal	\$0.00	\$3.84	\$3.62	6%

The 0.5 MGD Deer Island Recycled Water Facility delivered 34 MG to the Stone Tree Golf Course and the Fire District this fiscal year-to-date. Operating revenue was up 5% due to the 6% commodity rate increase offset by the 2% consumption decrease. Total operating expense before depreciation was down 45% from last year same period. The recycled water was produced at a cost of \$5,594/MG² versus \$2,119/MG³ from SCWA. The budgeted production cost of recycled water is \$6,133/MG. The plant shut down for the season October 1st.

The fiscal year net loss of \$35,040 compares to a budgeted net loss of \$93,000 and a net loss of \$102,870 for the prior year same period. \$2,493,362 (49%) of the Improvement Project Budget was expended.

To date, \$3,642,246 has been expended on the North/South Area Expansion Projects. \$3,197,783 has been borrowed from Novato Water pending receipt of Grant (\$177,999 in ARRA Funds received to date) & SRF Loan funds.

¹ Cost of Stafford production = operating expense (\$709,381) + SRF loan interest (\$183,211) + plant depreciation (\$259,660) / 586 MG produced.

² Cost of Recycled Water production = operating expense (\$75,716) + SRF loan interest (\$43,552) + plant depreciation (\$70,922) / 34 MG produced

³ Cost of SCWA production per MG is comprised of O&M charge (\$1,680) + debt service charge (\$156) + Russian River conservation charge (\$222) + Russian River projects charge (\$61)

WEST MARIN WATER

Year over Year Comparison	<u>Dec-11</u>	<u>FYTD 11/12</u>	<u>FYTD 10/11</u>	<u>FY12 vs 11 Up/(Down)</u>
Operating Revenue	\$42,531	\$364,098	\$303,985	20%
Operating Expense less depreciation	\$25,151	\$191,419	\$239,983	(20%)
Depreciation Expense	\$12,515	\$75,410	\$73,264	3%
Other Income / (Expense)	\$28,267	\$27,193	\$23,324	17%
Net Income / (Loss)	<u>\$33,132</u>	<u>\$124,462</u>	<u>\$14,063</u>	785%
Active Accounts	774	774	769	1%
Consumption (MG)	3.8	41.6	40.0	4%
Average Commodity Rate/1,000 gal	\$8.31	\$7.22	\$6.37	13%
Income/ (Loss) / Active Account	\$42.81	\$160.80	\$18.29	779%
Income / (Loss) / 1,000 Gal (Potable)	\$8.72	\$2.99	\$0.35	751%
Connection Fee Revenue	\$0	\$8,900	\$16,150	(45%)
Developer 'In-Kind' Contributions	\$23,560	\$24,381	\$8,772	-

Potable water consumption was 41.6 MG this fiscal year-to-date, up 4% from the previous year same period. Operating revenue of \$364,098 was \$60,112 (20%) more than last year same period due in part to the 9% rate increase effective 8/1/11. West Marin water was produced at a marginal cost of \$647/MG.⁴

Operating expenditures before depreciation were \$191,419, down \$48,565 (20%) compared to the prior year. The fiscal year net income of \$124,462 compares to a budgeted annual income of \$177,000 and to a net income of \$14,063 for the prior year. \$44,859 (11%) of the Capital Improvement Project Budget was spent. \$8,900 in connection fees were collected (zero was budgeted). The amount borrowed from the Novato Water fund decreased \$28,040 during the month, and stood at \$152,198 at month end, compared to a budgeted projection for June 30, 2012 of \$455,000.

OCEANA MARIN SEWER

Year over Year Comparison	<u>Dec-11</u>	<u>FYTD 11/12</u>	<u>FYTD 10/11</u>	<u>FY12 vs 11 Up/(Down)</u>
Operating Revenue	\$12,137	\$78,315	\$74,800	5%
Operating Expense less depreciation	\$10,114	\$73,425	\$72,443	1%
Depreciation Expense	\$3,424	\$20,542	\$20,542	0%
Other Income / (Expense)	\$22,097	\$24,481	\$24,553	(0%)
Net Income / (Loss)	<u>\$20,696</u>	<u>\$8,830</u>	<u>\$6,368</u>	39%
Active Accounts	227	227	227	0%
Monthly Sewer Service Charge	\$58	\$58	\$55	5%
Income / (Loss) / Active Account	\$91.17	\$38.90	\$28.05	-
Connection Fee Revenue	\$0	\$0	\$0	-

Operating revenue of \$78,315 increased 5% over the same period last year due to a 5% rate increase effective August 1st. Operating expenditures before depreciation were 1% higher (\$1,000) than the prior year. The fiscal year net income of \$8,830 compares to a budgeted net income of \$30,000 and to a net income of \$6,368 for the prior year. 17% of the Capital Improvement Project Budget was expended.

No connection fees have been collected this fiscal year-to-date. Oceana Marin ended the month with a cash balance of \$345,706, compared to a budgeted projection of \$235,000 for June 30, 2012.

⁴ Marginal Cost of West Marin production = water treatment expense (\$23,554) + debt service charge (\$500) + plant depreciation (\$2,862) / 41.6 MG produced

**NORTH MARIN WATER DISTRICT
STATEMENT OF NET ASSETS
FOR THE PERIOD ENDING DECEMBER 31, 2011**

	TOTAL	NOVATO		NOVATO	WEST MARIN		OCEANA
		WATER	RECYCLED	WATER	MARIN	SEWER	
ASSETS							
Cash & Investments							
Unrestricted/Undesignated Cash	\$205,519	\$0	\$0	\$0	\$0	\$0	\$205,519
Restricted Cash (Note 1)							
Connection Fee Fund	\$1,233,180	\$1,155,612	\$0	\$0	\$0	\$0	\$77,568
Wohler Pipeline Financing Fund	423,699	423,699	0	0	0	0	0
Collector #6 Financing Fund	1,793,766	1,793,766	0	0	0	0	0
Revenue Bond Redemption Fund	30,000	0	0	30,000	0	0	0
Aqueduct Energy Efficiency Project Fund	5,412,800	5,412,800	0	0	0	0	0
Retiree Medical Benefits Fund	3,013,654	3,013,654	0	0	0	0	0
RWF Replacement Fund	0	0	0	0	0	0	0
Tax Receipts Held in Marin Co Treasury	13,307	0	0	11,580	0	0	1,727
STP SRF Loan Fund-Marín Co Treasury	262,113	262,113	0	0	0	0	0
Designated Cash (Note 2)							
Liability Contingency Fund	0	0	0	0	0	0	0
Self-Insured Workers' Compensation Fund	891	0	0	0	0	0	891
Drought Contingency Fund	0	0	0	0	0	0	0
Maintenance Accrual Fund	0	0	0	0	0	0	0
Conservation Incentive Rate Fund	0	0	0	0	0	0	0
Operating Reserve Fund	60,000	0	0	0	0	0	60,000
Total Cash	\$12,448,929	\$12,061,643	\$0	\$41,580	\$345,706	0	0
Gain/(Loss) on MV of Investments	21,564	21,564	0	0	0	0	0
Market Value of Cash & Investments	\$12,470,493	\$12,083,207	\$0	\$41,580	\$345,706	0	0
Current Assets							
Net Receivables - Consumers	\$1,759,397	\$1,642,760	\$50,552	\$74,291	(\$8,206)		
Accounts Receivable - Other	732,804	55,560	668,298	3,722	\$5,225		
Prepaid Expense	55,410	55,410	0	0	0		
Reimbursable Small Jobs	6,257	6,257	0	0	0		
Interest Receivable	11,159	11,159	0	0	0		
Inventories	541,398	541,398	0	0	0		
Deposits Receivable	22,170	22,170	0	0	0		
Total Current Assets	\$3,128,595	\$2,334,714	\$718,850	\$78,013	(\$2,981)		

**NORTH MARIN WATER DISTRICT
STATEMENT OF NET ASSETS
FOR THE PERIOD ENDING DECEMBER 31, 2011**

	TOTAL	NOVATO WATER	NOVATO RECYCLED	WEST MARIN WATER	OCEANA MARIN SEWER
Loans Receivable					
Employee Loans (Note 3)	\$1,447,956	\$1,447,956	\$0	\$0	\$0
Due From Other Funds	3,349,980	3,349,980	0	0	0
Other Long Term Receivables	2,525,844	0	2,525,844	0	0
Loans Receivable	\$7,323,780	\$4,797,936	\$2,525,844	\$0	\$0
Property and Plant					
Land & Land Rights	\$1,473,091	\$1,368,872	\$0	\$103,411	\$808
Dam, Lake, & Source Facilities	5,027,081	4,797,638	0	229,444	0
Treatment Facilities	22,162,002	17,374,033	3,962,402	319,913	505,655
Storage Facilities	18,066,603	16,196,307	0	1,870,296	0
Transmission Facilities	5,489,830	5,367,506	0	122,324	0
Distribution Facilities	58,794,341	53,797,557	974,202	4,022,582	0
Sewer Mains, Pumps, & Laterals	853,683	0	0	0	853,683
Sub-Total	\$111,866,632	\$98,901,913	\$4,936,603	\$6,667,969	\$1,360,146
Less Accumulated Depreciation (Note 5)	(34,585,550)	(30,575,243)	(668,790)	(2,633,432)	(708,085)
Net Property and Plant	\$77,281,082	\$68,326,670	\$4,267,813	\$4,034,537	\$652,061
Buildings and Equipment					
Buildings	\$1,778,388	\$1,778,388	\$0	\$0	\$0
Office Equipment	779,273	779,273	0	0	0
Laboratory Equipment	304,815	304,815	0	0	0
Trucks & Automobiles	1,027,179	1,027,179	0	0	0
Construction Equipment	755,536	739,158	16,378	0	0
Tools, Shop Equipment	218,586	218,586	0	0	0
Sub-Total	\$4,863,778	\$4,847,400	\$16,378	\$0	\$0
Less Accumulated Depreciation	(3,272,481)	(3,268,386)	(4,095)	0	0
Net Buildings and Equipment	\$1,591,297	\$1,579,014	\$12,284	\$0	\$0
Construction In Progress					
Developer	\$970,442	\$932,734	\$0	\$37,708	\$0
District	5,480,696	1,595,841	3,681,057	157,902	45,896
Total Construction in Progress	\$6,451,138	\$2,528,575	\$3,681,057	\$195,610	\$45,896
Net Utility Plant	\$85,323,517	\$72,434,259	\$7,961,154	\$4,230,147	\$697,957
TOTAL ASSETS	\$108,246,385	\$91,650,116	\$11,205,848	\$4,349,740	\$1,040,681

**NORTH MARIN WATER DISTRICT
STATEMENT OF NET ASSETS
FOR THE PERIOD ENDING DECEMBER 31, 2011**

	TOTAL	NOVATO WATER	NOVATO RECYCLED	WEST MARIN WATER	OCEANA MARIN SEWER
LIABILITIES AND NET ASSETS					
Current Liabilities					
Trade Accounts Payable	\$718,734	\$710,201	\$4,920	\$0	\$3,613
Reimbursement Prog. Unclaimed Funds	8,197	8,197	0	0	0
Bond Debt Principal Payable-Current	34,553	0	0	34,553	0
Loan Debt Principal Payable-Current	202,840	13,752	187,045	2,043	0
Bank of Marin Principal Payable-Current	284,740	284,740	0	0	0
Bond/Loan Debt Interest Payable-Current	3,925	2,336	0	1,589	0
Accrued Interest Payable-SRF Loan	45,045	1,494	43,552	0	0
Deposits/Performance Bonds	197,815	176,354	0	19,961	1,500
Unemployment Insurance Reserve (Note 8)	24,760	24,760	0	0	0
Employee Dental Reserve (Note 9)	164,963	164,963	0	0	0
Payroll Benefits (Note 10)	700,125	655,084	8,675	27,183	9,182
Due To Other Funds	3,349,980	0	3,197,783	152,198	0
Deferred Revenue	210	0	0	210	0
Total Current Liabilities	\$5,735,887	\$2,041,880	\$3,441,975	\$237,737	\$14,295
Restricted Liabilities					
Construction Advances	\$111,129	\$75,071	\$0	\$36,058	\$0
Total Restricted Liabilities	\$111,129	\$75,071	\$0	\$36,058	\$0
Long Term Liabilities (Note 7)					
Bonds Outstanding - PR3 (FmHA)	\$0	\$0	\$0	\$0	\$0
Bonds Outstanding - PR6 (FmHA)	92,000	0	0	92,000	0
Bonds Outstanding - OL2 (NMWD)	7,650	0	0	7,650	0
Bonds Outstanding - PRE1 (FmHA)	92,000	0	0	92,000	0
Drought Loan (EDA)	90,871	79,695	0	11,177	0
STP Rehab SRF Loan	14,865,993	14,865,993	0	0	0
RWF SRF Loan	3,409,691	0	3,409,691	0	0
RWF North/South Expansion SRF Loan	0	0	0	0	0
Bank of Marin AEEP Loan	7,668,745	7,668,745	0	0	0
Retiree Health Benefits Payable	429,949	429,949	0	0	0
Total Long Term Liabilities	\$26,656,898	\$23,044,381	\$3,409,691	\$202,826	\$0
TOTAL LIABILITIES	\$32,503,914	\$25,161,332	\$6,851,666	\$476,621	\$14,295

**NORTH MARIN WATER DISTRICT
STATEMENT OF NET ASSETS
FOR THE PERIOD ENDING DECEMBER 31, 2011**

	TOTAL	NOVATO		NOVATO		WEST MARIN		OCEANA	
		WATER	RECYCLED	WATER		WATER	MARIN	SEWER	
Net Assets									
Invested in Capital Assets									
Contributions in Aid of Construction	\$61,671,931	\$54,828,888	\$4,104,370	\$2,068,997	\$669,676				
Grants in Aid of Construction	2,477,879	100,838	993,826	1,383,215	0				
Connection Fees (Note 17)	27,162,821	24,521,742	1,278,874	1,026,845	335,360				
Total Investment	\$91,312,631	\$79,451,467	\$6,377,070	\$4,479,057	\$1,005,036				
Restricted Reserves									
Connection Fee Fund	1,479,778	1,155,612	0	246,598	77,568				
Wohler Pipeline Financing Fund	423,705	423,705	0	0	0				
Collector #6 Financing fund	1,793,793	1,793,793	0	0	0				
Revenue Bond Redemption Fund	30,000	0	0	30,000	0				
Aqueduct Energy Efficiency Project Fund	7,161,067	7,161,067	0	0	0				
Retiree Medical Insurance Fund	2,583,706	2,583,706	0	0	0				
RWF Replacement Fund	161,661	0	161,661	0	0				
Designated Reserves									
Liability Contingency Fund	414,700	331,815	0	82,885	0				
Maintenance Accrual Fund	3,765,681	3,765,681	0	0	0				
Self-Insured Workers' Compensation Fund	57,346	53,808	716	2,109	713				
Conservation Incentive Rate Fund	57,644	0	0	57,644	0				
Operating Reserve Fund	120,000	0	60,000	0	60,000				
Earned Surplus - Prior Yrs	(27,101,599)	(23,594,706)	(2,239,303)	(1,142,819)	(124,771)				
Net Income/(Loss)	641,751	543,500	(35,040)	124,462	8,830				
Transfer (To)/From Reserves (see below)	(7,213,200)	(7,180,663)	29,077	(6,818)	(989)				
Total Restricted & Designated	(\$15,623,967)	(\$12,962,683)	\$2,022,889)	(\$605,938)	\$21,351				
TOTAL NET ASSETS	\$75,742,471	\$66,488,784	\$4,354,181	\$3,873,119	\$1,026,387				
Transfer (To)/From Reserves									
Wohler Pipeline Financing	\$36,050	\$36,050	\$0	\$0	\$0				
Collector #6 Financing	94,834	94,834	0	0	0				
Connection Fee	(11,306)	(40,913)	29,883	0	(276)				
Maintenance Reserve	(50,000)	(50,000)	0	0	0				
RWF Replacement Fund	(90)	0	(90)	0	0				
Retiree Medical Insurance Fund	(5,759)	(5,759)	0	0	0				
(Gain)/Loss Self-Insured WC Fund	(111,153)	(53,808)	(716)	(2,109)	(713)				
Aqueduct Energy Efficiency Project Fund	(7,161,067)	(7,161,067)	0	0	0				
Conservation Incentive Rate Fund	(4,709)	0	0	(4,709)	0				
Total Transfer	(\$7,213,200)	(\$7,180,663)	\$29,077	(\$6,818)	(\$989)				

**NORTH MARIN WATER DISTRICT
SOURCES AND USES OF FUNDS STATEMENT - ALL SERVICE AREAS COMBINED
FOR PERIOD ENDING DECEMBER 31, 2011**

	YTD Actual	Annual Budget	YTD/ Budget %	Prior YTD Actual
OPERATING REVENUE				
Water Sales	\$6,957,183	\$11,651,000	60%	\$6,567,307
Bimonthly Service Charge	1,434,018	2,900,000	49%	1,031,600
Sewer Service Charge	78,315	157,000	50%	74,800
Wheeling & Misc Service Charges	108,305	241,000	45%	103,814
TOTAL OPERATING REVENUE	\$8,577,821	\$14,949,000	57%	\$7,777,521
OPERATING EXPENDITURES				
Source of Supply	\$2,425,819	\$3,925,000	62%	\$2,181,233
Pumping	171,665	382,000	45%	182,895
Operations	352,805	543,000	65%	309,314
Water Treatment	1,074,472	2,096,000	51%	1,087,654
Sewer Service	61,287	103,000	60%	55,403
Transmission & Distribution	1,227,198	2,388,000	51%	1,186,765
Consumer Accounting	288,893	582,000	50%	281,089
Water Conservation	136,815	404,000	34%	198,397
General & Administrative	974,522	2,240,000	44%	939,930
Other Operating Expense	(340,893)	(490,000)	70%	503,142
Depreciation Expense	\$1,342,835	\$2,465,000	54%	1,337,298
TOTAL OPERATING EXPENDITURES	\$7,715,417	\$14,638,000	53%	\$8,263,119
NET OPERATING INCOME (LOSS)	\$862,404	\$311,000	277%	(\$485,598)
NON-OPERATING REVENUE/(EXPENSE)				
Tax Proceeds	\$54,942	\$98,000	56%	\$52,978
Interest Revenue	56,246	115,000	49%	83,502
Miscellaneous Revenue	89,702	148,000	61%	46,623
Bond & Loan Interest Expense	(413,321)	(795,000)	52%	(357,837)
Miscellaneous Expense	(8,223)	(20,000)	41%	(2,451)
TOTAL OTHER SOURCES	(\$220,653)	(\$454,000)	49%	(\$177,184)
NET INCOME/(LOSS)	\$641,751	(\$143,000)	-449%	(\$662,782)
OTHER SOURCES/(USES) OF FUNDS				
Connection Fees	\$920,780	\$570,000	162%	\$485,208
Loan Proceeds	8,000,000	6,450,000	124%	18,891
Grant Proceeds	531,352	1,250,000	43%	53,188
Stone Tree RWF Loan Principal	93,099	188,000	50%	90,896
Add Depreciation Expense	1,342,835	2,465,000	54%	1,337,162
Capital Equipment Expenditures	(\$67,898)	(\$182,000)	37%	(11,364)
Capital Improvement Projects	(3,189,506)	(9,942,000)	32%	(791,513)
Bond & Loan Principal Payments	(426,459)	(1,245,000)	34%	(370,064)
TOTAL OTHER USES	\$7,204,204	(\$446,000)	-1615%	\$812,404
NET SURPLUS/(DEFICIT)	\$7,845,955	(\$589,000)	-1332%	\$149,622

**NORTH MARIN WATER DISTRICT
INCOME STATEMENT AND CASH FLOW BY SERVICE AREA
FOR PERIOD ENDING DECEMBER 31, 2011**

<u>SUMMARY INCOME STATEMENT</u>	TOTAL	NOVATO WATER	NOVATO RECYCLED	WEST MARIN WATER	OCEANA MARIN SEWER
Operating Revenue	\$8,577,821	\$8,001,976	\$133,433	\$364,098	\$78,315
Operating Expense	7,715,417	7,197,423	157,198	266,829	93,967
OPERATING INCOME/(LOSS)	\$862,404	\$804,553	(\$23,765)	\$97,269	(\$15,652)
Non-Operating Revenue/(Expense)	(\$220,653)	(\$261,053)	(\$11,275)	\$27,193	\$24,481
NET INCOME/(LOSS)	\$641,751	\$543,500	(\$35,040)	\$124,462	\$8,830
CAPITAL CONTRIBUTIONS					
Developer In-Kind Contributions	\$355,132	\$330,750	\$0	\$24,381	\$0
Connection Fees	920,780	911,880	0	8,900	0
Capital Grants	531,352	0	531,352	0	0
CAPITAL CONTRIBUTIONS	\$1,807,263	\$1,242,630	\$531,352	\$33,281	\$0
CHANGE IN NET ASSETS					
Net Assets July 1, 2011	73,293,456	64,702,653	3,857,870	3,715,376	1,017,557
Net Assets December 31, 2011	<u>\$75,742,471</u>	<u>\$66,488,784</u>	<u>\$4,354,182</u>	<u>\$3,873,119</u>	<u>\$1,026,387</u>
CASH FLOW STATEMENT					
Net Income/(Loss)	\$641,751	\$543,500	(\$35,040)	\$124,462	\$8,830
Add Depreciation	1,342,835	1,165,400	81,483	75,410	20,542
Cash Generated From Operations	<u>\$1,984,587</u>	<u>\$1,708,901</u>	<u>\$46,442</u>	<u>\$199,872</u>	<u>\$29,371</u>
Other Sources (Uses) of Funds					
Consumer Receivables Decr (Incr)	\$689,241	\$600,220	\$62,556	\$15,276	\$11,189
Capital Assets Acquisition	(3,257,404)	(699,648)	(2,493,362)	(44,859)	(19,535)
Construction Advances (Decr) Incr	15,000	(16,766)	0	31,766	0
Other Assets/Liabilities Decr (Incr)	(195,733)	85,662	(300,909)	11,409	8,105
Trade Accounts Payable (Decr) Incr	(279,505)	(285,058)	4,920	0	633
Loan Proceeds	8,000,000	8,000,000	0	0	0
Grant Proceeds	531,352	0	531,352	0	0
Connection Fee Revenue	920,780	911,880	0	8,900	0
Stone Tree RWF Loan Principal Pmts	93,099	0	93,099	0	0
Principal Paid on Debt	(426,459)	(400,132)	0	(26,327)	0
SRF Loan Proceeds	0	0	0	0	0
Interdistrict Loan Due To (From)	0	(1,817,915)	2,022,685	(204,770)	0
Total Other Sources (Uses)	<u>\$6,090,372</u>	<u>\$6,378,245</u>	<u>(\$79,660)</u>	<u>(\$208,605)</u>	<u>\$391</u>
Net Cash Provided (Used)	\$8,074,958	\$8,087,146	(\$33,217)	(\$8,733)	\$29,763
Cash Balance July 1, 2011	<u>4,373,971</u>	<u>3,974,497</u>	<u>33,217</u>	<u>50,313</u>	<u>315,943</u>
Cash Balance December 31, 2011	<u>\$12,448,929</u>	<u>\$12,061,643</u>	<u>\$0</u>	<u>\$41,580</u>	<u>\$345,706</u>

**NOVATO WATER
DETAIL INCOME STATEMENT
FOR PERIOD ENDING DECEMBER 31, 2011**

	DECEMBER 2011	YEAR TO DATE ACTUAL	YTD/ BUDGET%	PRIOR YTD ACTUAL
OPERATING REVENUE				
Water Sales	\$667,739	\$6,560,078	60%	\$6,222,643
Bill Adjustments	(3,678)	(35,047)	-	(\$36,317)
Bimonthly Service Charges	228,475	1,370,850	49%	983,233
Account Turn-on Charges	6,557	35,875	47%	38,125
New Account Charges	605	4,830	48%	5,170
Returned Check Charges	216	855	86%	594
Hydrant Meter Up/Down Charges	200	2,560	64%	2,800
Backflow Service Charges	6,049	37,326	50%	26,623
Wheeling Charges - MMWD	4,933	24,649	35%	28,527
Reg 15 Forfeiture	0	0	0%	0
TOTAL OPERATING REVENUE	\$911,096	\$8,001,976	58%	\$7,271,398
OPERATING EXPENSE				
SOURCE OF SUPPLY				
Supervision & Engineering	\$950	\$5,530	92%	\$2,317
Operating Expense - Source	(920)	4,498	75%	4,132
Maint/Monitoring of Dam	915	11,166	40%	3,019
Maint of Lake & Intakes	7,976	7,986	67%	189
Maint of Structures	0	0	0%	0
Maint of Watershed	0	114	0%	1,088
Water Quality Surveillance	1,352	10,734	83%	5,526
Fishery Maint	205	1,864	47%	99
Erosion Control	0	7,358	147%	0
Purchased Water	381,364	2,491,474	62%	2,259,661
Purch Wtr Capital Component (Note 4)	(20,034)	(130,884)	58%	(107,659)
SOURCE OF SUPPLY	\$371,807	\$2,409,840	62%	\$2,168,373
PUMPING				
Operating Expense - Pumping	\$0	\$0	0%	\$641
Maint of Structures & Grounds	3,726	18,511	49%	7,742
Maint of Pumping Equipment	1,620	21,165	36%	11,061
Electric Power	12,388	121,012	52%	142,923
PUMPING	\$17,735	\$160,688	48%	\$162,366
OPERATIONS				
Supervision & Engineering	\$14,394	\$84,374	57%	\$94,458
Operating Expense - Operations	21,031	127,343	68%	79,634
Maintenance Expense	10,891	51,681	59%	47,953
Telemetry Equipment/Controls Maint	5,188	40,451	65%	40,216
Leased Lines	1,475	10,013	48%	10,079
OPERATIONS	\$52,980	\$313,863	62%	\$272,340

**NOVATO WATER
DETAIL INCOME STATEMENT
FOR PERIOD ENDING DECEMBER 31, 2011**

	DECEMBER 2011	YEAR TO DATE ACTUAL	YTD/ BUDGET%	PRIOR YTD ACTUAL
WATER TREATMENT				
Supervision & Engineering	\$10,300	\$56,872	54%	\$56,981
Operating Expense - Water Treatment	29,177	194,261	56%	190,277
Purification Chemicals	15,606	229,502	54%	273,700
Sludge Disposal	11,914	77,173	104%	47,448
Maint of Structures & Grounds	1,459	30,085	28%	34,845
Maint of Purification Equipment	3,269	29,367	17%	50,756
Electric Power	14,474	92,122	85%	85,987
Water Quality Programs	9,619	45,614	58%	39,868
Laboratory Direct Labor	30,948	163,532	48%	142,263
Water Quality Supervision	4,698	30,365	72%	25,577
Laboratory Supplies & Expense	3,152	27,545	47%	25,516
Customer Water Quality	2,739	20,705	36%	20,300
Lab Cost Distributed	(898)	(14,211)	89%	(10,702)
WATER TREATMENT	\$136,456	\$982,929	52%	\$982,816
TRANSMISSION & DISTRIBUTION				
Supervision & Engineering	\$34,752	\$214,547	60%	\$245,466
Maps & Records	6,878	43,372	44%	50,294
Operation of T&D System	21,279	81,363	76%	75,186
Facilities Location	4,107	37,327	83%	31,912
Safety: Construction & Engineering	3,671	21,436	32%	12,583
Customer Service Expense	11,565	81,128	50%	79,821
Flushing	828	3,214	5%	54
Storage Facilities Expense	14,402	67,884	40%	60,743
Cathodic Protection	5,321	10,733	83%	5,305
Maint of Valves/Regulators	7,939	32,963	18%	77,270
Maint of Mains	2,533	26,036	22%	81,095
Backflow Prevention Program	6,135	46,137	46%	72,965
Maint of Copper Services	20,512	110,724	51%	88,717
Maint of PB Service Lines	39,941	302,181	99%	167,282
Single Service Installations	1,368	4,931	-	709
Maint of Meters	13,938	59,900	35%	65,296
Detector Check Assembly Maint	1,850	12,740	28%	15,876
Maint of Hydrants	449	9,638	16%	22,805
TRANSMISSION & DISTRIBUTION	\$197,467	\$1,166,253	51%	\$1,153,379
CONSUMER ACCOUNTING				
Meter Reading	\$11,501	\$69,145	54%	\$61,342
Collection Expense - Labor	2,068	14,213	47%	11,932
Collection Expense - Agency	57	731	37%	967
Billing & Consumer Accounting	23,744	140,336	48%	140,516
Contract Billing	1,659	9,212	48%	9,158
Stationery, Supplies & Postage	5,155	32,423	50%	35,252
Uncollectable Accounts	8,059	13,216	46%	11,475
Office Equipment Expense	863	4,190	60%	6,243
Distributed to West Marin (4.2%)	(1,308)	(7,742)	48%	(8,880)
CONSUMER ACCOUNTING	\$51,797	\$275,722	50%	\$268,006

**NOVATO WATER
DETAIL INCOME STATEMENT
FOR PERIOD ENDING DECEMBER 31, 2011**

	DECEMBER 2011	YEAR TO DATE ACTUAL	YTD/ BUDGET%	PRIOR YTD ACTUAL
WATER CONSERVATION				
Residential	\$14,574	\$105,155	37%	\$170,625
Commercial	0	853	3%	11,235
Public Outreach/Information	7,002	21,200	39%	10,394
Large Landscape	780	9,347	31%	4,071
TOTAL WATER CONSERVATION	\$22,356	\$136,555	34%	\$196,325
GENERAL AND ADMINISTRATIVE				
Directors Fees	\$1,100	\$6,500	43%	\$6,900
Legal Fees	1,766	2,802	25%	3,436
Human Resources	1,848	10,124	35%	12,035
Auditing Fees	0	28,900	100%	27,800
Consultants - Master Plan Update	4,668	9,778	10%	0
General Office Salaries	106,057	593,040	49%	552,482
Safety: General District Wide	832	2,528	14%	8,329
Office Supplies	1,951	11,693	24%	16,494
Employee Events	4,528	5,546	55%	3,812
Other Administrative Expense	1,940	8,764	40%	8,617
Election Cost	0	0	0%	0
Dues & Subscriptions	16,088	42,817	87%	40,831
Vehicle Expense	452	4,056	51%	4,056
Meetings, Conferences & Training	7,108	39,349	26%	53,359
Recruitment Expense	126	570	28%	262
Gas & Electricity	1,687	12,102	47%	12,786
Telephone	479	1,645	41%	1,880
Water	204	725	73%	596
Buildings & Grounds Maint	1,462	17,445	50%	14,921
Office Equipment Expense	3,778	37,131	39%	40,914
Insurance Premiums & Claims	8,972	55,529	42%	53,904
Retiree Medical Benefits	13,674	82,011	47%	75,083
Distributed to Other Operations (6.2%)	(9,932)	(49,526)	45%	(52,960)
GENERAL & ADMINISTRATIVE	\$168,788	\$923,530	43%	\$885,535
OTHER OPERATING EXPENSE				
Expensed Improvement Projects	\$0	\$0	-	\$587,788
Expensed Equipment Purchases	0	2,380	40%	14,317
G&A Applied to Construction	(27,123)	(162,720)	46%	(128,086)
(Gain)/Loss on Overhead Charges	(40,769)	(123,240)	88%	(86,577)
(Gain)/Loss on Self-Ins Workers' Comp	(8,267)	(53,777)	-	0
OTHER OPERATING EXPENSE	(\$76,159)	(\$337,357)	69%	\$387,441
TOTAL OPERATING EXPENSE	\$943,226	\$6,032,022	52%	\$6,476,582
OPERATING INCOME/(LOSS)				
BEFORE DEPRECIATION	(32,130)	1,969,953	83%	794,816
Depreciation (Note 5)	193,345	1,165,400	51%	1,161,672
OPERATING INCOME/(LOSS)	(\$225,475)	\$804,553	1183%	(\$366,855)

**NOVATO WATER
 DETAIL INCOME STATEMENT
 FOR PERIOD ENDING DECEMBER 31, 2011**

	<u>DECEMBER 2011</u>	<u>YEAR TO DATE ACTUAL</u>	<u>YTD/ BUDGET%</u>	<u>PRIOR YTD ACTUAL</u>
NON-OPERATING REVENUE				
Interest:				
General Funds	\$4,158	\$5,075	-	\$0
Facility Reserve Charge Fund	1,028	2,832	19%	16,304
Wohler Pipeline Financing Fund	233	1,582	53%	3,480
Collector #6 Financing Fund	983	6,583	47%	13,822
Aqueduct Energy Efficiency Fund	(2,235)	0	-	0
Retiree Medical Insurance Fund	1,635	5,715	52%	10,931
Self-Insured Workers' Comp Fund	32	33	-	0
Recycled Water Advance (Note 11)	0	0	-	105
West Marin Water Advance (Note 11)	186	1,324	44%	3,208
Total Interest Revenue	\$6,020	\$23,144	50%	\$47,851
Rents & Leases	5,658	42,162	65%	41,276
Other Non-Operating Revenue	11,337	26,158	34%	18,941
Gain/(Loss) on MV of Investments	(1,878)	17,090	-	(17,740)
NON-OPERATING REVENUE	\$21,137	\$108,553	76%	\$90,327
NON-OPERATING EXPENSE				
Bank of Marin AEEP Loan Interest Exp	\$22,402	\$45,618	24%	\$0
STP SRF Loan Interest Expense	30,867	183,211	50%	191,272
Drought Loan Interest Expense	389	2,336	47%	2,663
Wohler Pipeline Debt Service	5,518	36,050	58%	29,650
Collector #6 Debt Service	14,516	94,834	58%	78,008
Other Non-Operating Expense	4,837	7,556	38%	2,006
NON-OPERATING EXPENSE	\$78,530	\$369,606	46%	\$303,600
NET INCOME/(LOSS)	(\$282,868)	\$543,500	(92%)	(\$580,128)
 BEGINNING FUND EQUITY				
		\$64,702,653		\$64,368,223
NET INCOME/(LOSS)	(282,868)	543,500		(580,128)
CONTRIBUTED CAPITAL				
Developer 'In-Kind' Contributions	17,249	330,750		491,614
Connection Fees	(120)	911,880	160%	166,700
ENDING FUND EQUITY		\$66,488,784		\$64,446,408

**NOVATO RECYCLED WATER
DETAIL INCOME STATEMENT
FOR PERIOD ENDING DECEMBER 31, 2011**

	DECEMBER 2011	YEAR TO DATE ACTUAL	YTD/ BUDGET%	PRIOR YTD ACTUAL
OPERATING REVENUE				
Recycled Water Sales	\$0	\$131,564	57%	\$125,708
Bimonthly Service Charges	556	1,668	56%	1,484
Backflow Service Charges	67	201	-	145
TOTAL OPERATING REVENUE	\$623	\$133,433	57%	\$127,337
OPERATING EXPENSE				
PUMPING				
Maint of Structures & Grounds	\$0	\$555	-	\$0
Maint of Pumping Equipment	0	218	11%	0
PUMPING	\$0	\$773	39%	\$0
OPERATIONS				
Supervision & Engineering	\$0	\$3,603	-	\$2,985
Operating Expense - Operations	0	4,974	166%	9,376
Potable Water Consumed	717	12,435	-	1,522
Maintenance Expense	0	353	35%	951
Telemetry Equipment/Controls Maint	0	3,290	165%	1,744
OPERATIONS	\$717	\$24,655	411%	\$16,578
WATER TREATMENT				
Purification Chemicals	\$0	\$13,381	45%	\$26,220
Maint of Structures & Grounds	342	342	-	55
Maint of Purification Equipment	0	357	9%	437
Electric Power	0	4,920	55%	5,280
Laboratory Direct Labor	0	14,433	45%	15,077
Lab Expense Distributed from Novato	63	7,268	81%	5,160
WATER TREATMENT	\$405	\$40,701	48%	\$52,229
TRANSMISSION & DISTRIBUTION				
Supervision & Engineering	\$0	\$218	1%	\$190
Maps & Records	0	0	-	227
Operation of T&D System	0	57	6%	1,157
Maint of Valves/Regulators	0	0	0%	0
Maint of Mains	0	0	-	79
TRANSMISSION & DISTRIBUTION	\$0	\$275	2%	\$1,653
GENERAL AND ADMINISTRATIVE				
Distributed from Novato (1.2%)	\$2,011	\$10,029	46%	\$9,210
GENERAL & ADMINISTRATIVE	\$2,011	\$10,029	46%	\$9,210
OTHER OPERATING EXPENSE				
(Gain)/Loss on Self-Ins Workers' Comp	(\$110)	(\$716)	-	\$0
Expensed Improvement Projects	0	0	-	57,064
OTHER OPERATING EXPENSE	(\$110)	(\$716)	-	\$57,064
TOTAL OPERATING EXPENSE	\$3,023	\$75,716	58%	\$136,734
OPERATING INCOME/(LOSS)				
BEFORE DEPRECIATION	(2,400)	57,717	56%	(9,397)
Depreciation (Note 5)	13,580	81,483	49%	81,684
OPERATING INCOME/(LOSS)	(\$15,980)	(\$23,765)	38%	(\$91,081)

**NOVATO RECYCLED WATER
DETAIL INCOME STATEMENT
FOR PERIOD ENDING DECEMBER 31, 2011**

	<u>DECEMBER 2011</u>	<u>YEAR TO DATE ACTUAL</u>	<u>YTD/ BUDGET%</u>	<u>PRIOR YTD ACTUAL</u>
NON-OPERATING REVENUE				
Interest:				
General Funds	\$0	\$0	-	\$3
RWF Replacement Fund	\$0	\$90	9%	\$423
Stone Tree RWF Loan	5,303	32,187	51%	33,652
Total Interest Revenue	<u>\$5,303</u>	<u>\$32,277</u>	50%	<u>\$34,078</u>
Other Non-Operating Revenue	0	0	-	0
NON-OPERATING REVENUE	<u>\$5,303</u>	<u>\$32,277</u>	-	<u>\$34,078</u>
NON-OPERATING EXPENSE				
RWF SRF Loan Interest Expense	\$7,338	\$43,552	46%	\$45,762
Interest-Advance from Novato (Note 11)	0	0	-	105
NON-OPERATING EXPENSE	<u>\$7,338</u>	<u>\$43,552</u>	46%	<u>\$45,867</u>
NET INCOME/(LOSS)	<u>(\$18,015)</u>	<u>(\$35,040)</u>	22%	<u>(\$102,870)</u>
BEGINNING FUND EQUITY		\$3,857,869		\$3,703,383
NET INCOME/(LOSS)	(\$18,015)	(\$35,040)		(\$102,870)
State Prop 50 Grant	0	0	0%	53,188
Federal ARRA Grant	216,285	531,352	347%	0
ENDING FUND EQUITY		<u>\$4,354,181</u>		<u>\$3,653,702</u>

**WEST MARIN WATER
DETAIL INCOME STATEMENT
FOR PERIOD ENDING DECEMBER 31, 2011**

	DECEMBER 2011	YEAR TO DATE ACTUAL	YTD/ BUDGET%	PRIOR YTD ACTUAL
OPERATING REVENUE				
Water Sales	\$32,088	\$306,223	57%	\$270,693
Bill Adjustments	(494)	(5,634)	-	(\$15,420)
Bimonthly Service Charges	10,250	61,500	53%	46,883
Account Turn-on Charges	128	430	48%	643
New Account Charges	40	105	53%	115
Returned Check Charges	18	36	-	18
Backflow Service Charges	501	1,438	76%	1,054
TOTAL OPERATING REVENUE	\$42,531	\$364,098	55%	\$303,985
OPERATING EXPENSE				
SOURCE OF SUPPLY				
Operating Expense	\$1,563	\$7,004	175%	\$5,459
Operating Supplies & Expense	1,032	1,500	-	0
Maint of Structures	0	7,475	93%	7,400
Water Quality Surveillance	0	0	0%	0
SOURCE OF SUPPLY	\$2,595	\$15,979	123%	\$12,859
PUMPING				
Operating Labor	\$0	\$0	0%	\$0
Maint of Structures and Grounds	129	735	5%	3,981
Maint of Pumping Equip	0	1,467	10%	7,300
Electric Power	685	8,002	53%	9,248
PUMPING	\$814	\$10,204	23%	\$20,529
OPERATIONS				
Supervision & Engineering	\$267	\$1,424	36%	\$0
Operating Expense	984	4,187	70%	4,411
Maint of Telemetry Equipment	1,901	6,262	39%	13,356
Leased Lines	388	2,414	48%	2,628
OPERATIONS	\$3,539	\$14,287	46%	\$20,396
WATER TREATMENT				
Supervision & Engineering	\$623	\$2,871	96%	\$3,406
Operating Expense	181	3,354	19%	3,944
Purification Chemicals	0	3,916	78%	1,804
Maint of Structures & Grounds	0	0	0%	22
Maint of Purification Equipment	442	1,587	11%	5,206
Electric Power	1,023	11,825	45%	16,086
Laboratory Direct Labor	1,553	13,224	60%	11,218
Laboratory Services	0	2,075	52%	1,340
Water Quality Supervision	270	2,340	78%	771
Customer Water Quality	200	2,990	75%	3,272
Lab Expense Distributed from Novato	833	6,659	111%	5,542
WATER TREATMENT	\$5,125	\$50,842	48%	\$52,609

**WEST MARIN WATER
DETAIL INCOME STATEMENT
FOR PERIOD ENDING DECEMBER 31, 2011**

	DECEMBER 2011	YEAR TO DATE ACTUAL	YTD/ BUDGET%	PRIOR YTD ACTUAL
TRANSMISSION & DISTRIBUTION				
Supervision & Engineering	\$1,355	\$6,168	47%	\$5,006
Maps & Records	0	61	2%	392
Operating Expense	0	186	-	82
Facilities Location - USA	0	773	19%	956
Customer Service Expense	1,383	7,351	49%	7,189
Flushing	0	0	0%	0
Storage Facilities Expense	1,663	21,264	142%	5,022
Cathodic Protection	488	1,628	-	154
Maint of Valves	0	657	11%	178
Valve Operation Program	0	0	0%	0
Maint of Mains	0	0	0%	2,157
Water Quality Maintenance	0	99	-	0
Maint of Backflow Devices	0	0	0%	973
Backflow Dev Inspection/Survey	796	3,024	101%	3,042
Maint of Copper Services	0	2,516	50%	1,627
Maint of PB Service Lines	0	12,186	122%	2,217
Maint of Meters	0	180	9%	1,119
Detector Check Assembly Maint	0	1,040	104%	218
Maint of Hydrants	0	0	0%	545
Hydrant Operation	0	0	0%	0
Single Service Installation	0	3,539	-	776
TRANSMISSION & DISTRIBUTION	\$5,684	\$60,670	68%	\$31,654
CONSUMER ACCOUNTING				
Meter Reading	\$356	\$4,066	51%	\$3,248
Collection Expense - Labor	87	544	27%	515
Uncollectable Accounts	351	478	-	385
Distributed from Novato (3.6%)	1,126	6,670	48%	6,872
CONSUMER ACCOUNTING	\$1,920	\$11,759	49%	\$11,020
WATER CONSERVATION				
Water Conservation Program	\$0	\$260	7%	\$2,072
TOTAL WATER CONSERVATION	\$0	\$260	7%	\$2,072
GENERAL AND ADMINISTRATIVE				
Buildings & Grounds Maint	(123)	0	-	0
Distributed from Novato (3.7%)	\$5,921	\$29,525	45%	\$33,890
GENERAL & ADMINISTRATIVE	\$5,798	\$29,525	45%	\$33,890
OTHER OPERATING EXPENSE				
Expensed Improvement Projects	\$0	\$0	-	\$54,953
(Gain)/Loss on Self Ins Workers' Comp	(324)	(2,107)	-	0
OTHER OPERATING EXPENSE	(\$324)	(\$2,107)	-	\$54,953
TOTAL OPERATING EXPENSE	\$25,151	\$191,419	51%	\$239,983

**WEST MARIN WATER
DETAIL INCOME STATEMENT
FOR PERIOD ENDING DECEMBER 31, 2011**

	<u>DECEMBER 2011</u>	<u>YEAR TO DATE ACTUAL</u>	<u>YTD/ BUDGET%</u>	<u>PRIOR YTD ACTUAL</u>
OPERATING INCOME/(LOSS)				
BEFORE DEPRECIATION	\$17,380	\$172,679	61%	\$64,002
Depreciation (Note 5)	12,515	75,410	51%	\$73,264
OPERATING INCOME/(LOSS)	\$4,865	\$97,269	74%	(\$9,262)
NON-OPERATING REVENUE				
Rents & Leases	\$0	\$3,424	86%	\$3,628
Tax Proceeds - PR-3 G.O. Bond	7,170	7,554	50%	7,250
Tax Proceeds - OL-2 G.O. Bond	1,827	2,175	54%	1,852
Tax Proceeds - PR-2 Tax Allocation	20,800	21,888	58%	21,241
Other Non-Operating Revenue	0	150	-	0
NON-OPERATING REVENUE	\$29,797	\$35,191	58%	\$33,970
NON-OPERATING EXPENSE				
PR-3 G.O. Bond Interest Expense	\$113	\$675	68%	\$1,000
OL-2 G.O. Bond Interest Expense	61	365	36%	445
PRE-1 Revenue Bond Interest Exp	421	2,525	50%	2,750
PR-6 Revenue Bond Interest Exp	417	2,500	50%	2,700
Drought Loan Interest Expense	55	330	33%	379
Interest-Advance from Novato (Note 11)	186	1,324	44%	3,208
Other Non-Operating Expense	279	279	-	164
NON-OPERATING EXPENSE	\$1,530	\$7,998	50%	\$10,646
NET INCOME/(LOSS)	\$33,132	\$124,462	70%	\$14,063
BEGINNING FUND EQUITY		\$3,715,376		\$3,580,445
NET INCOME/(LOSS)	33,132	124,462		14,063
CONTRIBUTED CAPITAL				
Developer 'In-Kind' Contributions	23,560	24,381		8,772
Connection Fees	0	8,900	-	16,150
ENDING FUND EQUITY		\$3,873,119		\$3,619,430

**OCEANA MARIN SEWER
DETAIL INCOME STATEMENT
FOR PERIOD ENDING DECEMBER 31, 2011**

	DECEMBER 2011	YEAR TO DATE ACTUAL	YTD/ BUDGET%	PRIOR YTD ACTUAL
OPERATING REVENUE				
Sewer Service Charges	\$12,137	\$78,315	50%	\$74,800
TOTAL OPERATING REVENUE	\$12,137	\$78,315	50%	\$74,800
OPERATING EXPENSE				
SEWAGE COLLECTION				
Supervision & Engineering	\$534	\$2,796	40%	\$2,861
Inspection	0	0	-	363
Operating Expense	69	798	40%	799
Facilities Location	0	435	44%	1,258
Maint of Lift Stations	553	1,266	-	1,304
Electric Power	568	4,982	50%	4,730
SEWAGE COLLECTION	\$1,723	\$10,277	51%	\$11,316
SEWAGE TREATMENT				
Operating Expense	\$0	\$13,101	101%	\$10,262
Maint of Structures	0	1,213	-	0
Maint of Equipment	0	314	-	0
Laboratory Direct Labor	0	566	-	0
Lab Expense Distributed from Novato	2	285	-	0
Electric Power	629	3,869	64%	3,042
SEWAGE TREATMENT	\$632	\$19,348	102%	\$13,304
SEWAGE DISPOSAL				
Maint of Pump Stations	\$0	\$837	84%	\$489
Maint of Irrigation Field	0	218	-	0
SEWAGE DISPOSAL	\$0	\$1,054	105%	\$489
CONTRACT OPERATIONS				
Contract Operations	\$5,101	\$30,607	49%	\$30,294
Equipment Replacements/Upgrades	0	0	0%	0
CONTRACT OPERATIONS	\$5,101	\$30,607	49%	\$30,294
CONSUMER ACCOUNTING				
Collection Expense - County of Marin	\$341	\$341	-	\$0
Distributed from Novato (0.6%)	183	1,072	54%	2,008
Uncollectable Accounts	0	0	-	55
CONSUMER ACCOUNTING	\$523	\$1,413	71%	\$2,063
GENERAL AND ADMINISTRATIVE				
Distributed from Novato (1.2%)	\$2,000	\$9,973	45%	\$9,860
Liability Insurance	244	1,466	49%	1,434
GENERAL AND ADMINISTRATIVE	\$2,244	\$11,439	46%	\$11,294
OTHER OPERATING EXPENSE				
Expensed Improvement Projects	\$0	\$0	-	\$3,683
(Gain)/Loss on Self Ins Workers' Comp	(110)	(713)	-	0
OTHER OPERATING EXPENSE	(\$110)	(\$713)	-	\$3,683
TOTAL OPERATING EXPENSE	\$10,114	\$73,425	56%	\$72,443
OPERATING INCOME/(LOSS)				
BEFORE DEPRECIATION	\$2,023	\$4,890	18%	\$2,357
Depreciation (Note 5)	3,424	20,542	48%	20,542
OPERATING INCOME/(LOSS)	(\$1,401)	(\$15,652)	98%	(\$18,185)

**OCEANA MARIN SEWER
DETAIL INCOME STATEMENT
FOR PERIOD ENDING DECEMBER 31, 2011**

	<u>DECEMBER 2011</u>	<u>YEAR TO DATE ACTUAL</u>	<u>YTD/ BUDGET%</u>	<u>PRIOR YTD ACTUAL</u>
<u>NON-OPERATING REVENUE</u>				
Rents & Leases	\$0	\$500	50%	\$500
Interest - Connection Fee Reserve	42	276	-	531
Interest - General Funds	57	549	18%	1,042
Tax Proceeds - OM-1/OM-3 Tax Alloc	22,167	23,326	57%	22,636
Other Non-Operating Revenue	127	218	22%	18
NON-OPERATING REVENUE	\$22,393	\$24,869	54%	\$24,728
<u>NON-OPERATING EXPENSE</u>				
Other Non-Operating Expense	\$297	\$388	-	\$175
NON-OPERATING EXPENSE	\$297	\$388	-	\$175
NET INCOME/(LOSS)	\$20,696	\$8,830	29%	\$6,368
BEGINNING FUND EQUITY		\$1,017,557		\$993,621
NET INCOME/(LOSS)	20,696	8,830		6,368
CONTRIBUTED CAPITAL				
ENDING FUND EQUITY		\$1,026,387		\$999,989

**NORTH MARIN WATER DISTRICT
EQUIPMENT EXPENDITURES
PERIOD ENDING DECEMBER 31, 2011**

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	DECEMBER 2011	FYTD TOTAL	FY 11/12 BUDGET	(OVER) UNDER	Notes
1 INFORMATION SYSTEMS					
Administration					
a. Software Licenses		\$14,173	\$25,000	\$10,827	c
b. PC Workstations (2)		892	2,000	1,108	e,1
Engineering					
c. AutoCAD PC (Assoc Engr)		1,487	2,000	513	e,1
Operations					
d. PC Workstation (TP Supervisor)		0	1,000	1,000	e,1
Maintenance					
e. PC Workstation (Asst Wtr Dist/TP Op)		0	1,000	1,000	e
	\$0	\$16,553	\$31,000	\$14,447	
2 CONSTRUCTION					
a. Hydra-Stop Insta-Valve Complete Set, 4"-12"		\$47,241	\$48,000	\$759	c
	\$0	\$47,241	\$48,000	\$759	
3 MAINTENANCE					
a. Coats Tire Machine		\$6,483	\$6,000	(\$483)	c,1
	\$0	\$6,483	\$6,000	(\$483)	
4 VEHICLE & ROLLING EQUIPMENT PURCHASES					
a. 5-Yard Diesel Dump Truck with Radio		\$0	\$78,000	\$78,000	c,1
b. 3/4-Ton Pickup w/Service Body, Radio & Light Bar		0	25,000	25,000	c,1
	\$0	\$0	\$103,000	\$103,000	
TOTAL EQUIPMENT EXPENDITURES					
	\$0	\$70,277	\$188,000	\$117,723	
EQUIPMENT EXPENDITURE SUMMARY:					
Total Capitalized Equipment	\$0	\$67,898	\$182,000	\$114,102	
Total Expensed Equipment	0	2,380	6,000	3,621	
Total Equipment Expenditures	\$0	\$70,277	\$188,000	\$117,723	

Notes:

- (e) Expensed (c) Capitalized
(1) Replacement item.

**NORTH MARIN WATER DISTRICT
ANALYSIS OF WORKER'S COMP, CONNECTION FEE AND CIR FUNDS
FOR PERIOD ENDING DECEMBER 31, 2011**

	TOTAL	NOVATO WATER	WEST MARIN WATER	OCEANA MARIN SEWER	RECYCLED WATER
<u>WORKERS' COMPENSATION FUND</u>					
WC Cash Balance 7/1/11	\$14,400	\$13,512	\$529	\$179	\$180
Less: Projected Prior FY Claims Liability	14,400	13,512	529	179	180
Add: Funds borrowed to subsidize operations	0	0	0	0	0
WC Reserve Balance 7/1/11	\$0	\$0	\$0	\$0	\$0
Add: WC Expense Charged to Operations FYTD	86,086	80,776	3,165	1,069	1,075
Interest Earned	33	33	0	0	0
Subtotal	\$86,119	\$80,809	\$3,165	\$1,070	\$1,075
Less: Claims Expense Incurred	0	0	0	0	0
Excess Insurance Premium	22,773	21,369	837	283	284
Administration Fees	6,000	5,630	221	75	75
WC Reserve Balance 12/31/11	\$57,346	\$53,810	\$2,107	\$712	\$716
Add: Projected Prior FY Claims Liability	14,400	13,512	529	179	180
Projected FY12 Claims Liability	0	0	0	0	0
Funds borrowed to subsidize operations	(70,855)	(67,322)	(2,637)	0	(896)
WC CASH BALANCE 12/31/11	<u>\$892</u>	<u>\$0</u>	<u>\$0</u>	<u>\$891</u>	<u>\$0</u>
<u>CONNECTION FEE FUND</u>					
Connection Fee Cash Balance 7/1/11	\$484,570	\$407,278	\$0	\$77,292	
Add: funds borrowed to subsidize operations	237,698	0	237,698	0	
Connection Fee Reserve Balance 7/1/11	\$722,268	\$407,278	\$237,698	\$77,292	
Add: Connection Fees Collected FYTD	920,780	911,880	8,900	0	
Repayment Prior Year Loan from RWF	1,175,098	1,175,098	0	0	
Interest Earned	3,108	2,832	0	276	
Subtotal	\$2,821,254	\$2,497,088	\$246,598	\$77,568	
Less: Fees Expended FYTD	196,261	196,261	0	0	
Fees transferred to RWF FYTD (Note 17)	1,145,215	\$1,145,215	0	0	
Connection Fee Reserve Balance 12/31/11	\$1,479,778	\$1,155,612	\$246,598	\$77,568	
Less: Funds borrowed to subsidize operations	246,598	0	246,598	0	
CONNECTION FEE CASH BALANCE 12/31/11	<u>\$1,233,180</u>	<u>\$1,155,612</u>	<u>\$0</u>	<u>\$77,568</u>	
<u>CONSERVATION INCENTIVE RATE FUND</u>					
CIR Cash Balance 7/1/11	\$0	\$0	\$0		
Add funds borrowed to subsidize operations	0	0	52,936		
CIR Reserve Balance 7/1/11	\$0	\$0	\$52,936		
Add: CIR Charges Billed FYTD	36,789	29,251	7,539		
Regulation 15 Forfeitures	0	0	0		
Interest Earned	0	0	0		
Subtotal	\$36,789	\$29,251	\$60,475		
Less: CIR Funds Expended FYTD ¹	21,766	21,506	260		
Bill Adjustments	10,315	7,745	2,570		
CIR Reserve Balance 12/31/11	\$4,708	\$0	\$57,645		
Less funds borrowed to subsidize operations	57,645	0	57,645		
CIR CASH BALANCE 12/31/11	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>		

¹ On September 1, 2009 the Board authorized water conservation expenditures to be charged against the Conservation Incentive Rate Fund

**NORTH MARIN WATER DISTRICT
OVERHEAD ACCOUNT ANALYSIS
FOR PERIOD ENDING DECEMBER 31, 2011**

	YEAR TO DATE ACTUAL	ANNUAL BUDGET	YTD/ BUDGET %
<u>Material Handling</u>			
Material Overhead Recovered (15%)	\$37,539	\$110,000	34%
Labor	46,537	99,000	47%
Materials, Supplies & Expense	1,138	6,000	19%
Correction to Inventory Counts	(9,365)	-	-
Depr on Warehouse Equipment	1,849	5,000	37%
	<u>\$40,160</u>	<u>\$110,000</u>	37%
Net Gain / (Loss)	<u>(\$2,621)</u>	<u>\$0</u>	-
<u>Construction Supplies</u>			
Const Supplies Overhead Recovered (15%)	\$143,437	\$171,500	84%
Labor	27,603	76,000	36%
Materials, Supplies & Expense	39,488	73,000	54%
Small Tools	7,274	19,000	38%
Depreciation	1,205	3,500	34%
	<u>\$75,571</u>	<u>\$171,500</u>	44%
Net Gain / (Loss)	<u>\$67,866</u>	<u>\$0</u>	-
<u>Vehicle & Equipment</u>			
Vehicle & Equipment Recovered	\$213,583	\$411,000	52%
Labor	47,646	115,000	41%
Materials, Supplies & Expense	32,790	76,000	43%
Fuel	51,997	95,000	55%
Depreciation	55,221	125,000	44%
	<u>\$187,654</u>	<u>\$411,000</u>	46%
Net Gain / (Loss)	<u>\$25,929</u>	<u>\$0</u>	0%

**NORTH MARIN WATER DISTRICT
MATERIAL COST ANALYSIS
FOR PERIOD ENDING DECEMBER 31, 2011**

	Novato	Recycled	West Marin	Oceana Marin	YTD Total	Annual Budget	YTD/Budget %	Prior YTD Actual	% Change
OPERATING EXPENSE	\$2,642,731	\$25,211	\$75,587	\$5,868	\$2,749,397	\$5,577,000	49%	\$2,777,331	-1%
Salaries & Benefits	2,360,590	0	0	0	2,360,590	3,805,000	62%	2,152,002	10%
Water Purchases (net)	1,165,400	81,483	75,410	20,542	1,342,835	2,465,000	54%	1,337,162	0%
Depreciation	73,665	30,192	85,515	56,512	245,884	656,000	37%	251,764	-2%
Op Matl Srvs & Supplies	229,502	13,381	3,916	0	246,799	460,000	54%	301,724	-18%
Chemicals	213,133	4,920	8,002	8,851	234,906	431,000	55%	251,211	-6%
Electric Power	117,381	897	8,056	352	126,685	270,000	47%	149,710	-15%
Vehicles & Equipment	102,609	1,115	7,255	376	111,355	260,000	43%	127,672	-13%
Tools & Supplies	31,791	0	0	0	31,791	115,000	28%	91,285	-65%
Water Conservation Rebates	82,011	0	0	0	82,011	173,000	47%	75,083	9%
Retiree Medical Expense	78,964	0	3,087	0	82,052	129,000	64%	63,978	28%
Inventory Materials	55,529	0	0	1,466	56,996	136,000	42%	55,339	3%
Insurance & Claims	44,116	0	0	0	44,116	161,000	27%	51,746	-15%
Stationary, Supplies & Postage	0	0	0	0	0	0	-	576,899	-100%
IP Matl Srvs & Supplies								\$8,262,906	-7%
TOTAL OPERATING EXPENSE	\$7,197,422	\$157,198	\$266,829	\$93,967	\$7,715,417	\$14,638,000	53%		
NON-OPERATING EXPENSE									
Interest Expense	\$362,050	\$43,552	7,719	\$0	\$413,321	\$704,000	59%	\$358,322	15%
Other Non-Operating Expense	7,556	0	279	388	8,223	20,000	41%	2,345	251%
TOTAL NON-OPERATING EXPENSE	\$369,606	\$43,552	\$7,998	\$388	\$421,543	\$724,000	58%	\$360,667	17%
TOTAL OP & NON-OP EXPENSE	\$7,567,028	\$200,750	\$274,827	\$94,355	\$8,136,960	\$15,362,000	53%	\$8,623,573	-6%
DISTRICT CAPITAL PROJECTS									
Salaries and Benefits	\$162,680	\$243,414	\$27,250	\$1,783	\$435,127	\$811,840	54%	\$159,744	172%
G&A & Constr Supplies	75,437	71,920	2,547	725	150,629	353,278	43%	51,814	191%
Vehicles & Equipment	26,605	1,451	102	0	28,158	57,776	49%	827	3305%
Material Services & Supplies	367,026	2,176,578	\$14,961	17,027	2,575,592	8,719,106	30%	579,127	345%
TOTAL DISTRICT CAPITAL PROJECTS	\$631,749	\$2,493,362	\$44,859	\$19,535	\$3,189,505	\$9,942,000	32%	\$791,512	303%
DEVELOPER PROJECTS									
Salaries & Benefits	\$87,485	\$0	\$14,568	\$0	\$102,053	\$307,000	33%	\$154,763	-34%
G&A & Constr Supplies	37,601	0	8,977	0	46,578	151,000	31%	69,314	-33%
Vehicles & Equipment	27,537	0	7,383	0	34,920	36,000	97%	67,700	-48%
Material Services & Supplies	88,036	0	(6,547)	0	81,489	200,000	41%	205,801	-60%
TOTAL DEVELOPER PROJECTS	\$240,659	\$0	\$24,381	\$0	\$265,040	\$694,000	38%	\$497,578	-47%
TOTAL CAPITAL PROJECTS	\$872,408	\$2,493,362	\$69,240	\$19,535	\$3,454,546	\$10,636,000	32%	\$1,289,090	168%

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**NORTH MARIN WATER DISTRICT
VEHICLE FLEET ANALYSIS
FOR PERIOD ENDING DECEMBER 31, 2011**

Year	Description	Veh#	Assigned	Fiscal Year to Date			Mileage	Life to Date	Vehicle Cost per Mile		
				Mileage	Expense	Recovery ²			Gain/(Loss)	FYTD	FY11
1	1993 Ford F250 4x4	29	Cilia	3,741	\$3,121	\$4,550	131,627	\$0.55	\$0.83	\$1.42	\$1.19
2	1994 GMC C1500	30	Pool	69	\$410	\$92	132,456	\$0.30	\$5.94	\$0.81	\$0.21
3	1999 Dodge Ram 1500	32	Pool	1,582	\$894	\$1,685	62,864	\$0.42	\$0.57	\$0.49	\$0.81
4	1999 Ford F250	36	Ortiz	4,117	\$3,891	\$4,130	175,202	\$0.47	\$0.95	\$0.97	\$0.82
5	2000 Dodge Dakota	40	Pool	2,265	\$1,141	\$1,833	100,503	\$0.45	\$0.50	\$0.70	\$0.54
6	2001 Dodge Ram 1500	41	On-Call	2,862	\$2,427	\$1,106	97,933	\$0.54	\$0.85	\$0.62	\$0.44
7	2001 Dodge Dakota	42	Pool	4,591	\$1,999	\$2,424	105,987	\$0.31	\$0.44	\$0.95	\$0.46
8	2002 Dodge Dakota	45	Bynum	3,186	\$2,581	\$3,869	124,955	\$0.46	\$0.81	\$0.79	\$0.61
9	2002 Chev K1500 4x4	47	Engineering	2,101	\$1,614	\$1,382	97,633	\$0.33	\$0.77	\$0.72	\$0.60
10	2003 Dodge Dakota 4x4	49	Stompe	2,971	\$3,165	\$1,904	67,162	\$0.39	\$1.07	\$0.46	\$0.26
11	2003 Chev C1500	51	Pool	2,254	\$1,714	\$1,280	93,906	\$0.35	\$0.76	\$0.52	\$0.35
12	2004 Chev C1500	53	Kurfirst	4,762	\$3,436	\$4,502	86,169	\$0.38	\$0.72	\$0.45	\$0.88
13	2004 Chev C1500 Xtra Cab	54	Mello	1,208	\$640	\$830	70,015	\$0.36	\$0.53	\$0.46	\$0.86
14	2005 Honda Civic Hybrid	56	Lab	4,524	\$1,565	\$2,384	45,039	\$0.22	\$0.35	\$0.26	\$0.20
15	2005 Honda Civic Hybrid	57	Engineering	1,372	\$620	\$668	33,596	\$0.21	\$0.45	\$0.41	\$0.19
16	2005 Ford Ranger	58	Roberto	5,694	\$3,635	\$5,414	79,102	\$0.40	\$0.64	\$0.52	\$0.36
17	2005 Ford Ranger	59	Venegas	5,652	\$3,340	\$4,698	70,990	\$0.42	\$0.59	\$0.52	\$0.36
18	2006 Chev Colorado	501	Moore	8,108	\$3,424	\$6,276	78,749	\$0.36	\$0.42	\$0.46	\$0.33
19	2007 Chev K2500 4x4	502	Corda, Joe	4,198	\$3,164	\$8,956	47,086	\$0.50	\$0.75	\$0.53	\$0.44
20	2007 Chev Colorado	504	Grisso	2,153	\$734	\$2,801	23,174	\$0.41	\$0.34	\$0.58	\$0.49
21	2008 Ford F250 4x4	505	Arendell	4,140	\$3,181	\$12,497	46,068	\$0.67	\$0.77	\$0.63	\$0.65
22	2008 Ford F250 4x4	506	STP	2,338	\$1,810	\$2,471	25,216	\$0.85	\$0.77	\$0.58	\$0.83
23	2008 Chev Colorado 4x4	509	Lemos	6,140	\$2,006	\$2,566	41,566	\$0.33	\$0.33	\$0.36	\$0.29
24	2009 Toyota Pritus Hybrid	510	Clark	6,574	\$1,199	\$2,882	43,804	\$0.17	\$0.18	\$0.21	\$1.64
25	2010 Ford F150 4x4	511	STP	5,293	\$2,020	\$5,012	16,436	\$0.47	\$0.38	\$0.58	\$0.39
26	2010 Ford F150	512	Ortiz	7,661	\$3,891	\$4,040	29,623	\$0.42	\$0.51	\$0.37	\$0.44
27	2010 Ford F150	513	LeBrun	3,072	\$1,861	\$2,966	15,064	\$0.50	\$0.61	\$0.48	\$0.51
Total 3/4 Ton & Under				102,628	\$59,483	\$93,214	1,941,925	\$0.41	\$0.58	\$0.54	\$0.51
1	1991 Int'l 4700 5 Yd Dump	5	Sjoblom	3,987	\$6,986	\$9,038	148,684	\$0.86	\$1.75	\$1.28	\$1.46
2	1999 Ford F350 W/Svc Body	19	Pool	460	\$820	\$975	126,158	\$0.71	\$1.78	\$2.58	\$2.55
3	2002 Int'l 5 Yd Dump	44	Rupp	3,265	\$5,967	\$11,932	64,180	\$1.53	\$1.83	\$1.83	\$1.28
4	2002 Chev 1 Ton Crew	46	Castellucci	5,274	\$3,799	\$9,483	104,892	\$0.91	\$0.72	\$1.02	\$1.16
5	1999 Ford F550 3-Yd Dump ³	52	Crew	1,938	\$2,850	\$5,611	69,153	\$0.70	\$1.47	\$1.41	\$2.13
6	1999 Int'l 5 Yd Dump ⁴	55	Crew	2,375	\$3,874	\$8,955	60,219	\$1.20	\$1.63	\$1.52	\$6.07
7	2006 Int'l 4300 Crew	503	Reed	1,698	\$4,058	\$10,314	17,403	\$2.20	\$2.39	\$2.32	\$1.11
8	2008 Ford F350 4x4	507	Latanszyn	5,645	\$7,277	\$7,744	43,449	\$0.85	\$1.29	\$0.82	\$0.55
9	2009 Peterbilt 335 Crew	508	Kehoe	1,871	\$4,150	\$13,795	12,249	\$1.94	\$2.22	\$1.88	\$2.17
Total 1 Ton & Over				26,513	\$39,781	\$77,847	646,387	\$0.98	\$1.50	\$1.35	\$1.74

¹ Expense amount shown excludes depreciation (approximately \$75,000 for FY12).

² Recovery is the amount charged to projects and operations to recover the expense of owning and operating the vehicle. Commencing 7/1/07 the recovery rate for vehicles 3/4 ton and under is \$6/hr and the recovery rate for vehicles 1 Ton and over is \$11/hr. An additional 50% recovery rate is charged to developer projects to reflect the fair market value of the vehicle being used.

³ Purchased used in 2004 with 33,500 miles. Mileage shown is total incurred since District purchase.

⁴ Purchased used in 2008 with 30,708 miles. Mileage shown is total incurred since District purchase.

**NORTH MARIN WATER DISTRICT
WATER CONSERVATION PROGRAM DETAIL
FOR PERIOD ENDING DECEMBER 31, 2011**

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Description		COST THRU JUNE 2011	DECEMBER 2011	FYTD TOTAL	FY 11/12 BUDGET	(OVER) UNDER	TOTAL COST
NOVATO							
a. Residential							
1-7700-01	1 Cash for Grass	\$204,398	\$879	\$8,759	\$20,000	\$11,241	\$213,156
1-7700-02	2 Landscape Efficiency Rebates	25,172	0	245	7,500	7,255	25,417
1-7700-03	3 Fixtures Purchases	28,251	0	0	5,000	5,000	28,251
1-7700-06	4 Washing Machine Rebates	271,121	2,352	10,899	20,000	9,101	282,019
1-7700-07	5 Demonstration Garden Improvements	54,377	0	0	500	500	54,377
1-7700-11	6 Toilet Rebate SF	819,889	2,520	10,110	30,000	19,890	829,999
1-7700-12	7 Toilet Rebate MF	18,081	0	0	4,000	4,000	18,081
1-7700-13	8 Residential Audits	124,520	2,387	19,649	40,000	20,351	144,169
1-7700-16	9 Water Waste Ordinance Monitoring	29,922	0	0	20,000	20,000	29,922
1-7700-17	10 Swimming Pool Cover Rebate	226	0	0	0	0	226
1-7700-19	11 ET Controller Rebate	13,895	190	1,090	5,000	3,910	14,985
1-7700-08	12 Administration	718,373	8,081	50,314	122,000	71,686	768,687
1-7700-20	13 New Development Wtr Cons Program	22,666	196	3,603	8,000	4,397	26,269
1-7700-21	14 Demand Offset Rebate Program	490	450	488	5,000	4,513	978
b. Commercial							
1-7701-02	1 Toilet Rebate Program	63,527	0	200	7,500	7,300	63,727
1-7701-03	2 Commercial Audits	5,073	0	653	21,500	20,847	5,726
c. Public Outreach/Information							
1-8672-16	1 Fall Newsletter	25,474	0	6,314	8,000	1,686	31,788
1-8672-17	2 Spring Newsletter	38,601	0	0	12,000	12,000	38,601
1-8672-18	3 Summer Newsletter	5,139	0	0	8,000	8,000	5,139
1-7700-04	4 Public Outreach / H ₂ O Fair	82,459	0	994	5,000	4,006	83,453
1-7700-05	5 Marketing	83,300	3,566	9,498	21,000	11,502	92,798
1-7700-22	6 Public Outreach/Leadership Novato	0	957	4,394	0	(4,394)	4,394
d. Large Landscape							
1-8653-02	1 Large Landscape Audits	70,200	0	374	20,000	19,626	70,574
1-7702-01	2 Large Landscape Budgets	20,054	152	1,390	3,000	1,610	21,444
1-7702-02	3 Large Landscape Irrig Efficiency Rebates	11,376	0	0	5,000	5,000	11,376
1-8653-01	4 CIMIS Station Maintenance	18,424	19	114	2,000	1,886	18,538
1-7702-03	6 Administration-Large Landscape	3,579	609	7,469	0	(7,469)	11,048
TOTAL NOVATO WATER CONSERVATION		\$2,758,587	\$22,356	\$136,555	\$400,000	\$263,445	\$2,895,142
WEST MARIN							
2-5166-00	a. Water Conservation Program	\$35,383	\$0	\$260	\$4,000	\$3,740	\$35,643
TOTAL WATER CONSERVATION EXPENDITURES		\$2,793,970	\$22,356	\$136,815	\$404,000	\$267,185	\$2,930,785

**NORTH MARIN WATER DISTRICT
CAPITAL IMPROVEMENT PROJECTS
PERIOD ENDING DECEMBER 31, 2011**

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Description	COST THRU		DECEMBER 2011	FYTD TOTAL	FY 11/12		TOTAL COST
	JUNE 2011	2011			BUDGET	(OVER)/UNDER BUDGET	
1 PIPELINE REPLACEMENTS/ADDITIONS							
a. Main/Pipeline Replacements							
1-7130-00	1	\$0	\$0	\$0	\$160,000	\$160,000	\$0
1-7131-00	2	0	1,285	1,285	60,000	58,715	1,285
1-7067-01	3	96,392	39,428	273,077	120,000	(153,077)	369,469
b. PB Service Line Replacements							
1-7123-06	1	0	0	0	36,000	36,000	0
1-7123-07	2	0	29,755	39,599	52,000	12,401	39,599
1-7123-08	3	0	744	744	0	(744)	744
c. Relocations to Sync w/City & County C.I.P.							
1-8716-08	1	0	1,929	15,693	20,000	4,307	15,693
1-8737-04	2	0	0	885	50,000	49,115	885
1-8737-03	3	1,047	0	24,460	0	(24,460)	25,507
d. Aqueduct Replacements & Enhancements							
1-7118-01	1	75,782	7,871	27,589	0	(27,589)	103,371
1-7118-02	2	7,723	590	13,051	0	(13,051)	20,774
1-7118-03	3	72,225	669	9,768	0	(9,768)	81,993
1-7118-04	4	446,731	761	83,623	2,700,000	2,616,377	530,354
1-7118-05	5	5,109	93	5,392	0	(5,392)	10,501
1-7118-06	6	0	360	91,941	0	(91,941)	91,941
TOTAL PIPELINE REPLACEMENTS/ADDITIONS		\$705,008	\$83,484	\$587,106	\$3,198,000	\$2,610,895	\$1,292,114
2 SYSTEM IMPROVEMENTS							
a. Facility Map Database							
1-7042-00		\$96,819	\$490	\$6,707	\$20,000	\$13,293	\$103,525
b. System & Tank Cathodic Protection Maint/Upgrade							
1-6000-41		0	1,742	1,742	25,000	23,258	1,742
c. RTU Upgrades(Cabro Ct, Davies PS, Sunset Tank)							
1-7008-08		0	2,797	7,208	15,000	7,792	7,208
d. Flushing Taps at DCV's or Zone Valves							
1-8677-18		0	0	0	50,000	50,000	0
e. Detector Check Assembly Upgrade/Replace							
1-7007-06		0	1,129	3,193	75,000	71,807	3,193
f. Anode Installations (150/yr)							
1-7090-02		0	0	0	30,000	30,000	0
g. Radio Expansion Telemetry Upgrades							
1-7132-00		0	315	14,046	25,000	10,954	14,046
TOTAL SYSTEM IMPROVEMENTS		\$96,819	\$6,472	\$32,896	\$240,000	\$207,104	\$129,714

**NORTH MARIN WATER DISTRICT
CAPITAL IMPROVEMENT PROJECTS
PERIOD ENDING DECEMBER 31, 2011**

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Description	COST THRU		DECEMBER 2011	FYTD TOTAL	FY 11/12		TOTAL COST
	JUNE 2011				BUDGET	(OVER)/UNDER BUDGET	
3 BUILDINGS, YARD, & S.T.P. IMPROVEMENTS							
a. Administration Building							
1-5501-35	1	ADA Access Phase I	\$0	\$0	\$25,000	\$25,000	\$0
1-5501-42	2	Other Admin Bldg Improvements	0	0	25,000	25,000	0
b. Corp Yard/Warehouse/Construction Office							
1-5502-44	1	Other Yard Improvements	5,316	0	15,000	15,500	4,816
c. Stafford Treatment Plant							
1-5600-70	1	Watershed Erosion Control	0	0	34,000	34,000	0
1-5600-60	2	Leveroni Creek Bank Repair	35,090	175	130,000	128,432	36,658
1-5600-71	3	STP Data Communication via Radio	0	0	25,000	25,000	0
1-5600-69	4	Dam Concrete Apron Repairs	38,488	8,939	10,000	1,061	47,427
1-5600-72	5	STP Discharge/Treatment	0	0	47,000	47,000	0
1-5600-62	6	Spillway Security Improvements	4,460	0	25,000	25,000	4,460
1-5600-73	7	Remove Old Transformer Pole	0	0	40,000	40,000	0
1-5600-74	8	STP Emergency Power Generator	0	0	122,000	122,000	0
TOTAL BUILDING, YARD, & STP IMPROVEMENTS			\$83,354	\$9,114	\$498,000	\$487,993	\$93,361
4 STORAGE TANKS & PUMP STATIONS							
1-6112-24	a.	Lynwood Pump Station Motor Control Center	\$30,003	\$0	\$275,000	\$275,000	\$30,003
1-6217-20	b.	Pacheco Tank C12 Mixing System	18,782	825	75,000	74,057	19,726
1-6206-22	c.	Crest Tank #1 Interior Recoat ¹	0	468	0	(796)	796
TOTAL STORAGE TANKS & PUMP STATIONS			\$48,785	\$1,293	\$350,000	\$348,260	\$50,525
5 RECYCLED WATER							
5-7127-00	a.	NBWRA Grant Outreach	\$133,319	\$0	\$115,882	\$9,118	\$249,201
5-5055-01	b.	Expansion to North Service Area-SRF ⁴	38,223	0	3,475	(\$3,475)	41,697
5-5055-11	c.	Expansion to North Svc Area-Seg 1-ARRA/SRF ²	91,429	24,111	712,428	2,287,572	803,857
5-5055-12	d.	Expansion to North Svc Area-Seg 2-ARRA/SRF ²	152,805	8,033	82,802	(82,802)	235,607
5-5055-13	e.	Expansion to North Svc Area-Seg 3-ARRA/SRF ²	124,635	663,081	837,025	(837,025)	961,660
5-5055-14	f.	Expansion to N Svc Area-Plum St Storage-ARRA/SRF ²	60,319	169,283	273,401	(273,401)	333,719
5-5055-20	g.	RW Expansion N Svc Area-Retrofit-Private Property	0	2,352	64,517	(64,517)	64,517
5-5055-21	h.	RW Expansion N Svc Area-Retrofit-Gov't Property	0	275	20,791	(20,791)	20,791
5-5055-01	j.	Expansion to South Service Area-SRF ⁴	0	780	780	(780)	780
5-5055-11	k.	Expansion to South Svc Area-Seg 1A-ARRA/SRF ³	117,267	8,546	125,092	1,874,908	242,359
5-5055-12	l.	Expansion to South Svc Area-Seg 1B-ARRA/SRF ³	300,707	9,809	176,973	(176,973)	477,680
5-5055-13	m.	Expansion to South Svc Area-Seg 2-ARRA/SRF ³	127,587	0	38,829	(38,829)	166,417
5-5055-20	n.	RW Expansion S Svc Area-Retrofit-Private Property	1,338	1,344	31,697	(31,697)	33,035
5-5055-21	o.	RW Expansion S Svc Area-Retrofit-Gov't Property	1,256	485	9,671	(9,671)	10,927
TOTAL RECYCLED WATER			\$1,148,884	\$888,099	\$2,493,362	\$5,125,000	\$3,642,246

**NORTH MARIN WATER DISTRICT
CAPITAL IMPROVEMENT PROJECTS
PERIOD ENDING DECEMBER 31, 2011**

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Description	COST THRU JUNE 2011	DECEMBER 2011	FYTD TOTAL	FY 11/12 BUDGET	(OVER)/UNDER BUDGET	TOTAL COST
6 WEST MARIN WATER SYSTEM						
System Improvements:						
2-6601-32 a. TP Solids Handling & Land Acquisition	\$90,981	\$708	\$2,707	\$360,000	\$357,293	\$93,688
2-6601-34 b. TP RTU Upgrade	0	0	0	20,000	20,000	0
2-7133-00 c. Viento Way Upsizing	0	20,722	20,722	21,000	278	20,722
2-6603-20 d. Pt. Reyes Well #3 Rehab	15,415	8,475	20,202	15,000	(5,202)	35,617
2-6609-20 e. Pt Reyes Well #4 Construction	0	0	0	0	0	0
2-6261-21 f. Replace Retaining Wall at PRE 2	28,696	1,229	1,229	0	(1,229)	29,924
TOTAL WEST MARIN WATER SYSTEM	\$263,646	\$31,133	\$44,859	\$416,000	\$371,141	\$308,505
7 OCEANA MARIN SEWER SYSTEM						
8-8672-25 a. Infiltration Study & Repair	\$0	0	\$0	\$15,000	\$15,000	\$0
8-7085-01 b. Tahiti Way Lift Pumps Rebuild	0	0	15,691	20,000	4,309	15,691
8-6001-20 c. Cross Country Sewer Line Rehab	12,546	0	3,844	80,000	76,156	16,390
TOTAL OCEANA MARIN SEWER SYSTEM	\$12,546	\$0	\$19,535	\$115,000	\$95,465	\$32,082
TOTAL PROJECT EXPENDITURES	\$2,359,043	\$1,019,596	\$3,189,506	\$9,942,000	\$6,752,495	\$5,548,549
8 LESS FUNDED BY GRANTS, LOANS & REIMBURSEMENTS						
(Accrued)/Deferred						
a. RW Expansion - North Service Area Grant ²	(\$89,504)	(\$214,112)	(\$389,184)	\$0	\$389,184	(\$478,687)
b. RW - North Service Area Loan ²	(346,862)	(862,997)	(1,422,320)	0	1,422,320	(1,769,182)
c. RW Expansion - South Service Area Grant ³	(131,220)	(3,888)	21,701	0	(21,701)	(109,519)
d. RW - South Service Area Loan ³	0	0	0	0	0	0
e. MSN Aqueduct Caltrans Reimb-Segment B1-B3 ⁵	(155,730)	(9,130)	(50,407)	0	50,407	(206,137)
f. AEEP Segment B1-B3	(451,840)	(1,214)	7,819,045	0	(7,819,045)	7,367,205
FUNDING BY OTHERS (ACCRUED)/DEFERRED	(\$1,175,156)	(\$1,091,340)	\$5,978,835	\$0	(\$5,978,835)	\$4,803,679
Received						
g. RW Expansion - North Service Area Grant ²	\$0	\$0	(\$78,001)	(\$750,000)	(\$671,999)	(\$78,001)
h. RW - North Service Area Loan ²	0	0	0	(2,250,000)	(2,250,000)	0
i. RW Expansion - South Service Area Grant ³	0	0	(99,998)	(500,000)	(400,002)	(99,998)
j. RW - South Service Area Loan ³	0	0	0	(1,500,000)	(1,500,000)	0
k. MSN Aqueduct Caltrans Reimb-Segment B1-B3 ⁵	0	0	0	0	0	0
l. AEEP Segment B1-B3	0	0	(8,000,000)	(2,700,000)	5,300,000	(8,000,000)
FUNDING BY OTHERS RECEIVED	\$0	\$0	(\$8,177,999)	(\$7,700,000)	\$477,999	(\$8,177,999)
NET PROJECT EXPENDITURES	\$1,183,887	(\$71,744)	\$990,342	\$2,242,000	\$1,251,659	\$2,174,229

**NORTH MARIN WATER DISTRICT
CAPITAL IMPROVEMENT PROJECTS
PERIOD ENDING DECEMBER 31, 2011**

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Description	COST THRU		DECEMBER 2011	FYTD TOTAL	FY 11/12		(OVER)/UNDER		TOTAL COST
	JUNE 2011				BUDGET	BUDGET			
CIP SUMMARY-GROSS EXPENDITURES:									
Novato Water Capital Projects			\$100,364	\$631,749	\$4,286,000				15%
Novato Recycled Water Capital Projects			\$888,099	\$2,493,362	\$5,125,000				49%
West Marin Water Capital Projects			\$31,133	\$44,859	\$416,000				11%
Oceana Marin Sewer Capital Projects			\$0	\$19,535	\$115,000				17%
Gross Capital Improvement Project Outlays			\$1,019,596	\$3,189,506	\$9,942,000				32%
CIP SUMMARY-NET EXPENDITURES:									
Novato Water Capital Projects			\$90,021	\$400,386	\$1,586,000				25%
Novato Recycled Water Capital Projects			(\$192,898)	\$525,561	\$125,000				420%
West Marin Water Capital Projects			\$31,133	\$44,859	\$416,000				11%
Oceana Marin Sewer Capital Projects			\$0	\$19,535	\$115,000				17%
Net Capital Improvement Project Outlays			(\$71,744)	\$990,342	\$2,242,000				44%

Notes to Improvement Projects Schedule:

- (1) To fund the unbudgeted Crest Tank #1 Interior Recoat project, the STP 18" Transmission Line Access/Repair project (\$160,000) and the Service Line Anode Installation project (\$30,000) will be deferred to a future year.
- (2) The District will receive Federal Grant Funding equal to 25% of the project cost less overhead and a low interest State Revolving Fund Loan equal to 75% of the project cost, less 25% of the overhead.
- (3) The District will receive Federal Grant Funding equal to 25% of the project cost and anticipates receiving a low interest State Revolving Fund Loan equal to 75% of the project cost, less 25% of the overhead.
- (4) Non-Grant Funded RWS Expansion Costs will be funded by a low-interest rate State Revolving Fund Loan.
- (5) The District anticipates receiving reimbursement from Caltrans.
- (6) Funding provided by \$8 million Loan from Bank of Marin.

North Marin Water District Financial Statement Notes

Note 1 - Restricted Cash

Connection Fee Fund: Cash available from collection of Connection Fees. The fee is charged to developers based upon the estimate of cost necessary to construct capacity to serve the new development. These funds are restricted by law for expansion of the water or sewer facilities within the service area where the development occurs. Funds are disbursed from the Connection Fee Reserve as expenditures are incurred to increase system capacity to serve new development. The fund balance accrues interest monthly.

Wohler Pipeline Financing Fund: In December 2002 the Sonoma County Water Agency sold \$6.8 million (par) of 30-year revenue bonds to finance the Wohler to Forestville Pipeline. NMWD's share of the debt is \$844,050 ($\$6,800,000 \times 11.2 / 90.4$). In January 2003 the District established this designated cash and corresponding reserve account and transferred \$844,050 of FRC money into the fund. The Wohler Pipeline Financing Fund is credited with interest monthly, and is used to pay the revenue bond debt component of the monthly SCWA invoice for water delivery commencing July 2003.

Collector #6 Financing Fund: The Sonoma County Water Agency received a \$15.8 million State Revolving Fund loan commitment at an interest rate of 2.8% repayable over 20 years for construction of Collector #6. NMWD's share of Collector #6 is \$1,950,000 ($\$15,800,000 \times 11.2 / 90.4$). In January 2003 the District established this designated cash and corresponding reserve account and transferred \$1,950,000 of FRC money into the fund. The Collector #6 Financing Fund is credited with interest monthly, and is used to pay the revenue bond debt component of the monthly SCWA invoice for water delivery commencing July 2003.

Revenue Bond Redemption Fund: Comprised of one year of debt service as required by West Marin revenue bond covenants. These funds are restricted for payment of bond principal, interest and administration fees. The fund balance does not accrue interest.

Retiree Medical Benefits Fund: The District pays the cost of health insurance for retiree (age 55 to 65) and spouse under any group plan offered by PERS. The District's contribution toward the chosen plan is capped in the same manner as all other District employees in the same class. Coverage terminates when the retiree or spouse becomes eligible for Medicare. The retiree must be at least 55 and have a minimum of 12 years of service at the date of retirement. When the retiree or spouse becomes eligible for Medicare, the District pays up to the couple annuitant rate for the rest of the retiree and spouse's lives. In August 2003 the Board of Directors directed staff to transfer \$2.55M (\$2.3M for current retirees plus \$250,000 for future retirees) from unrestricted cash to fund this liability. In 2010 an Actuarial Analysis calculated the District's liability at \$3.5 million. At that time the Board directed staff to add \$1,500 per employee as a payroll cost overhead to be accrued to amortize this liability. This reserve fund accrues interest monthly. Accounting Standards require that the \$3.5M reserve be fully funded in 20 years.

RWF Replacement Fund: The State Revolving Fund (SRF) loan agreement required the District to agree to establish and maintain a Water Recycling Capital Reserve Fund (WRCRF) for the expansion, major repair, or replacement of the water recycling facilities. The WRCRF is maintained in compliance with the "Policy for Implementing the State Revolving fund for Construction of Wastewater Treatment Facilities" in effect at the time the agreement was signed by the District. The September 2003 Recycled Water Master Plan prepared by Nute Engineering recommended limiting the reserve to fund replacement of the RWF electrical and mechanical equipment (including transmission pumps) as they wear out. The cost of said equipment was \$1,483,000 which, at Nute's recommended 6% interest rate factor and 25-year life, renders an annual funding requirement \$115,000. The fund balance accrues interest monthly.

West Marin Tax Proceeds – Marin County Treasury: Balance of tax proceeds collected and disbursed by the County of Marin for repayment of the Olema (OL-2) and Point Reyes (PR-3) general obligation bond debt. The County credits interest to these funds quarterly.

Note 2 - Designated Cash

Liability Contingency Fund: Established in 1986 when the District first elected to self-insure its general liability risk. This reserve was funded with \$1 million initially and \$200,000 annually thereafter until it reached a balance of \$2 million. Commencing FY93, \$1 million of the reserve was made available to fund loans to eligible employees under the District's Employer Assisted Housing Program. In FY98 the West Marin Water

System was included in the fund and built-up a proportional reserve of \$74,000 over several years. In March 2005, \$652,400 was expended from the fund to purchase a home at 25 Giacomini Road in Point Reyes Station. The home is rented to an employee who provides after-hours presence in the community to respond to emergencies. In 2006, \$8,885 was added from the sale of surplus property in West Marin. In August 2008 \$500,000 was transferred to this reserve from the Self-Insured Workers' Compensation Fund and made available to fund Employer Assisted Housing Program loans. The fund balance does not accrue interest

Self-Insured Workers' Compensation Fund: Commencing July 2011, the District began self-insuring its workers' compensation liability. The savings accrued through self-insuring the liability is reserved in this fund for possible future claims expense. The District carries a workers' compensation excess policy for claims that exceed \$750,000. See table on page 21.

Drought Contingency (Rate Stabilization) Fund: In August 2008, the Board directed staff to establish this reserve with \$135,000 from the Self-Insured Workers' Compensation Fund for the Novato district to draw upon during dry years. A threshold of 3.2 billion gallons of potable consumption was established as a benchmark for 'normal' years. During any fiscal year that water sales volume exceeds 3.2BG, the incremental revenue generated is deposited into the Drought Contingency Reserve. In those years when sales volume falls below the benchmark, funds are withdrawn from the reserve to maintain the budgeted revenue forecast. The goal is to build a reserve equal to 20% (currently \$2,000,000) of budgeted annual water sales. In FY09 \$50,335 was added to the reserve. The fund balance accrues interest monthly. The fund was expended in FY10.

Maintenance Accrual Fund: Established in FY91 to provide a source of maintenance money for replacement of treatment, storage, transmission and distribution facilities as they wear out. The annual contribution from operating reserves was initially \$200,000. Net polybutylene claim settlement proceeds of \$671,060 were closed into the fund in FY 93. In FY 94 the annual contribution was reduced to \$100,000. The District's goal is to build a reserve equal to 10% of the net book value of Novato's existing plant, currently \$6.8M. Funds are borrowed from the Maintenance Accrual Fund to offset the shortfall in unrestricted Cash & Investments. The fund balance does not accrue interest.

Conservation Incentive Rate Fund: In 2004 and 2005, a Conservation Incentive Tier Rate was enacted in Novato and West Marin respectively. Monies derived from this tier-rate charge are set aside in the Conservation Incentive Rate Reserve, and used for conservation programs designated by the Board. The fund balance accrues interest monthly.

Operating Reserve: This reserve, comprised of four months of budgeted operating expenditures as recommended by the District's financial advisors, serves to ensure adequate working capital for operating, capital, and unanticipated cash flow needs that arise during the year. The fund balance does not accrue interest.

Note 3 – Employee Loans

Housing Loans: The District's Employer Assisted Housing Program allows up to \$300,000 to be loaned to an employee for a period of up to 15 years for the purchase of a home within the District service territory that will enable the employee to respond rapidly to emergencies affecting the operation of the District. Repayment is due upon sale, termination of employment, or other event as described in the Program. Interest on the loan is contingent upon and directly proportional to the appreciation in value occurring on the purchased property. There are eight employee-housing loans currently outstanding totaling \$1,441,785: a \$250,000 loan dated August 2004, a \$39,200 loan dated September 2004, a \$300,000 loan dated October 2006, a \$140,000 loan dated September 2007, a \$150,000 loan dated November 2007, a \$125,000 loan dated July 2008, a \$192,585 loan dated October 2008, and a \$245,000 loan dated June 28, 2010.

Personal Computer Loans: Up to \$3,500 may be loaned to an employee for a period of up to 36 months under the District's Personal Computer Loan Program. Loans are repaid with interest at the rate earned on the District's investment portfolio at the time of the loan plus one percent. Currently there are 8 employee loans outstanding totaling \$6,494.

Note 4 – Purchased Water Capital Component

In 2003 the Sonoma County Water Agency issued \$6.8 million in 30-year 4.75% revenue bonds to finance the Wohler to Forestville pipeline. That same year the Agency received a \$15.8 million 2.8% 20-year State Revolving Fund loan to finance construction of Collector #6. For these two projects the District pays the Agency a debt amortization surcharge incorporated into its purchased water cost. The FY12 Purchased Water

Capital Cost Component is \$225,000, which is the District's share of the annual debt service for these projects, and is paid as a \$111.31/MG surcharge, based on budgeted water deliveries. The Purchased Water Capital Component is funded from Restricted Cash Reserves established to amortize this debt (see Note 1).

Note 5 – Depreciation

Assets are assigned a useful life based on consultations with the District Chief Engineer and a survey of other water agencies. Depreciation is computed on a straight-line basis over the estimated useful life of the various classes of property as follows:

Aqueduct	150 Years
Dam	100 Years
STP & RWF Structures	40 Years
STP & RWF Mains	50 Years
STP & RWF Pumping Equipment	25 Years
STP & RWF Water Treatment Equipment	20 Years
Storage, Transmission Facilities	50 Years
Distribution Facilities	50 Years
Buildings	35 Years
Office, Laboratory, Construction, Shop Equipment, Tools	10 Years
Vehicles 1 ton & greater	10 Years
All other vehicles	5 Years
Sewer Mains	40 Years
Sewer Pumps	10 Years

Note 6 - Capitalization Policy

The Government Finance Officers Association *Guide for State and Local Governments* recommends that a capitalization policy incorporate a minimum threshold of \$5,000 and an estimated useful life of at least two years. It also cautions that federal grant and loan requirements prevent the use of capitalization thresholds in excess of \$5,000. Thus NMWD's capitalization threshold is \$5,000.

Note 7 – Bond & Loan Servicing Schedule for Fiscal Year 2011-2012

Service Area	Description	Issue Date	Rate	Original Amount	Payment Due	Final Pmt	FY12		6/30/12 Outstanding Balance
							Interest	Principal	
1 Novato	EDA Loan	1977	5.0%	\$351,770	7/1	7/1/17	\$5,327	\$13,097	\$93,437
2 Novato	SRF Loan - STP	2004	2.39%	\$16,528,850	7/1 & 1/1	7/1/29	\$359,366	\$685,108	\$14,521,404
3 Novato	AEEP Loan	2011	3.42%	\$8,000,000	27 th /mo	10/27/31	\$180,866	\$187,668	\$7,812,332
							\$545,559	\$885,873	\$22,427,173
4 RWF	SRF Loan	2006	2.4%	\$4,302,560	6/19	6/19/27	\$86,322	\$187,045	\$3,409,691
5 Point Reyes	PR-3 GO	1973	5.0%	\$250,000	1/1	1/1/13	\$1,350	\$13,000	\$14,000
6 Olema	OL-2 GO	1975	5.0%	\$70,000	1/1	1/1/15	\$729	\$3,384	\$11,203
7 Point Reyes	EDA Loan	1977	5.0%	\$46,000	7/1	7/1/17	\$758	\$1,945	\$13,217
8 PRE	PRE-1 Revenue	1980	5.0%	\$240,000	10/1 & 4/1	4/1/20	\$5,050	\$9,000	\$92,000
9 Point Reyes	PR-6 Revenue	1981	5.0%	\$217,800	7/1 & 1/1	7/1/21	\$5,200	\$8,000	\$100,000
							\$13,087	\$35,329	\$230,420
						Total	\$644,968	\$1,108,247	\$26,067,284

1. In 1977 the Federal Economic Development Administration issued a 40-year 5% loan of \$351,770 to assist in the funding emergency Novato Water system projects in response to the drought.
2. In April 2004 the California State Department of Water Resources approved a 2.39% 20-year loan for reconstruction of the Stafford Water Treatment Plant. The project was completed in FY09 with repair of the Outlet Tower Sluice Gate. Interest paid during construction totaled \$1,636,378. The loan covenants require an annual reserve fund contribution of \$104,447 (10% of the annual debt service obligation) be deposited into the Marin County Treasury during each of the first ten years of the repayment period. Debt service is funded 25% by Facility Reserve Charges.
3. In October 2011 Bank of Marin made a 20-year 3.42% loan of \$8 million to fund the District's share of the Aqueduct Energy Efficiency Project. See Note 16.
4. In August 2006 the California State Department of Water Resources approved a 2.4% 20-year loan of \$4,264,545 for construction of the Deer Island Recycled Water Facility. The project was completed in June 2007, and the first payment was made June 19, 2008.
5. In November of 1970, by a 70% "yes" vote, voters approved the formation of the PR-3 improvement district and a bonded indebtedness of \$250,000 to acquire and improve the Inverness Park and Point Reyes Water Companies. On 9/5/73 the bond issue was purchased in its entirety by the U.S. Department of Agriculture, Farmers Home Administration Rural Development Administration, on a 5%, 40-year payback basis. System upgrades included replacement of a major portion of the distribution facilities, installation of a treatment plant, addition of a 100,000-gallon storage tank in Point Reyes Station and connection of the Inverness Park System to the Point Reyes Station water source (Lagunitas Creek).
6. In June 1973, after petition and creation of an improvement district (OL-1) for the investigation of water service to Olema and the Point Reyes National Seashore Headquarters, Olema voters, by a 92% "yes" vote, approved formation of an improvement district (OL-2) and a bonded debt of \$70,000 to acquire and improve the Olema Water Company owned by W. Robert Phillips and others and to service that area. The Farmers Home Administration purchased the 1975 bond issue in its entirety. On 6/1/91, at the demand of the FHA, the Novato Water District repurchased the remaining \$56,760 balance in the Olema bond debt. The interest rate paid to Novato Water on the OL-2 bond was thereafter reset to the higher of the rate earned by the District treasury or the stated rate of 5%.
7. In 1977 the Federal Economic Development Administration issued a 40-year 5% loan of \$46,000 to assist in the funding emergency West Marin Water system projects, including temporary diversions from Bear Valley Creek and Lagunitas Creek in response to the drought.
8. The Paradise Ranch Estates private water system was created by David Adams and Sons in 1952 to provide water to 85 homes in the PRE subdivision located north of Inverness Park. Problems with water quality and quantity developed and in 1969 the Marin County Health Department issued a boil-water order to all customers of the company. In 1972 the County declared a moratorium on issuance of building permits. A suit by property owners resulted in an agreement reached in Marin Superior Court in late 1978 directing Adams to finance a District feasibility study for the takeover of the system. This culminated in formation of Improvement District PRE-1 and an election authorizing issue of \$240,000 of 5% 40-year revenue bonds, which, in conjunction with a \$720,000 Farmers Home Administration grant, financed system rehabilitation. Service was provided from the Point Reyes System by installation of an additional well, expansion of the treatment plant, and a 6-inch pipeline connection at the Inverness Park pump station extending 1.6 miles along Sir Francis Drake Boulevard to the newly reconstructed Paradise Ranch Estates distribution system. On 4/22/80 the USDA purchased the revenue bond issue in its entirety.
9. In 1981 work commenced on rehabilitating the Point Reyes Inverness Park water system. 18,865 feet of pipeline was either replaced or installed, a 300,000-gallon tank was added in Point Reyes Station and a 100,000-gallon tank was added in Inverness Park. Total cost of these improvements was \$820,015. A 72% grant combined with a \$217,800 5% 40-year revenue bond acquired 8/28/81 by the Farmers Home Administration financed the project.

Note 8 – Unemployment Insurance Reserve

NMWD uses the "Reimbursable Method" of paying for Unemployment Costs. Under this method, the District reimburses the State Employment Development Department for all unemployment benefits paid on our behalf. The reserve is maintained at an amount equal to the higher of the average claim amount paid over the last 5

years or 52 times the maximum weekly benefit amount (currently $\$450 \times 52 = \$23,400$).

Note 9 – Employee Dental Reserve

Since 1980 the District has self-insured its employee dental plan. One half of the savings accrued through self-insuring the plan are contributed by the District to the employee dental reserve to pay for dental benefits not covered in the basic plan, such as 100% coverage for crown, bridge, & denture work, \$1,000 of orthodontia, and two additional cleanings (total 4) per year.

Note 10 – Payroll Benefits

Payroll Benefits payable includes payroll taxes; vacation, sick, and holiday leave; Section 125 payments; cancer, long term care and disability insurance premiums; union dues; and employee benefit fund.

Note 11 - Interest Policy on Inter-District Loans

In the event an improvement district expends all of its Undesignated Funds, it shall borrow funds from that improvement district's Board Designated Fund reserves to meet ongoing requirements. In the event an improvement district expends all of its Board Designated Fund reserves, it may receive a loan from the Novato Improvement District in an amount sufficient to meet its ongoing requirements. Restricted Funds shall not be used to finance ongoing normal operating expenses.

No interest shall be paid by an improvement district on funds borrowed from that improvement district's Board Designated Fund reserves. Interest on loans from the Novato Improvement District shall be paid by the recipient district to the Novato district based upon the outstanding loan balance at the close of the previous accounting period. Interest shall be calculated at the average interest rate earned on the District treasury since the close of the previous accounting period plus \$50 per month.

Note 12 – Budget Augmentations

Note 13 – Prior Period Adjustment

The threshold for prior period adjustments is determined using the guidelines from the *GCX-8 Planning Materiality Worksheet for Governmental Engagements*. The limit for FY2012 is \$71,000.

Note 14 – CalPERS Unfunded Pension Liability

NMWD is one of 164 agencies assigned by CalPERS to a pooled-risk group of agencies having less than 100 employees that participate in the 2.5% at 55 benefit plan. The funded ratio for this pool was 63.9% at June 30, 2010 (the most recent data available). The unfunded liability for the combined 164 agencies was \$369M. Based on NMWD's payroll as a percent of total payroll of the 164 agencies, NMWD's share of the unfunded liability was about \$4.2M.

Note 15 – Explanation of Financial Statement Components

The District's financial statement is comprised of four components: 1) Statement of Net Assets, 2) Sources and Uses of Funds Statement – All Service Areas Combined, 3) Income Statement and Cash Flow by Service Area, and 4) Notes to the Financial Statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

The Statement of Net Assets (page 4) reports the District's assets and liabilities and provides information about the nature and amount of investments in resources (assets) and the obligations to the District's creditors (liabilities). The difference between assets and liabilities is reported as *net assets*. Over time, increases or decreases in the fund balance may serve as a useful indicator of whether the financial position of the District is improving or deteriorating.

The Sources and Uses of Funds Statement – All Service Areas Combined (page 8) compares fiscal year-to-date performance against the Board approved annual budget – presented in the adopted budget format. This Sources and Uses of Funds Statement varies from the income statement in that it includes capital expenditures, debt principal repayment, connection fee revenue, and cash infusions from debt issuance.

The Income Statement and Cash Flow by Service Area (page 9) presents the net income (loss) for the

fiscal year-to-date (FYTD) period for each of the District's four service areas. The income and expenses on this report are presented in conformity with Generally Accepted Accounting Principals (GAAP) and comply with Governmental Accounting Standards Board pronouncements. Accordingly, all income and expenses are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. This statement measures the success of each service area's operations and can be used to determine whether the service area has successfully recovered all costs through user fees and other charges.

Also included at the bottom of page 9 is a statement of Cash Flow by Service Area. The primary purpose of this statement is to reconcile in an informative manner the difference between the net income/(loss) for the period of each service area with the resultant change in cash balance that occurred over the same period.

Notes to the Financial Statements (page 31) provide a summary of significant accounting policies and assumptions and other information of value to the financial statement reader.

Other Supplementary Information includes Detail Income Statements presented in accordance with GAAP for each of the four service areas (pages 10, 14, 16, 19). These statements present income and expenditures in close detail for further analysis. Other supplementary schedules of note include the Vehicle Fleet Analysis (page 24), Equipment Expenditures (page 26) and Capital Improvement Project Expenditures (page 27), which show outlays to date, compared with budget authority.

Note 16 –Bank of Marin Aqueduct Energy Efficiency Project Loan Covenant

Per the loan agreement dated October 27, 2011, each June 30, beginning June 30, 2012, the Debt Service Coverage Ratio shall not be less than 1.2 to 1.

"Debt Service Coverage Ratio" shall mean the ratio of (i) Borrower's change in net assets plus interest, depreciation, and amortization during the fiscal-year period ending on the Determination Date to the sum of the scheduled principal and interest payments on the Loan during the twelve-month period following the Determination Date.

Change in Net Assets	\$2,449,015
Interest Expense	413,321
Depreciation & Amortization	1,342,835
TOTAL	\$4,205,171
Annual Loan Interest & Principal	\$552,800
Coverage Ratio	<u>7.6</u>

Note 17 –Connection Fee Transfers from Novato Water To Recycled Water

The following Connection Fee (FRC) amounts have been transferred to the Recycled Water fund:

	<u>Expansion Local Share</u>		NBWRA	SRF RWF Loan	TOTAL	Transfer Executed
	North	South				
FY07			\$29,725		\$29,725	
FY08			\$50,478	\$22,795	\$73,273	
FY09			\$150,455	\$22,795	\$173,250	
FY10	\$133,659		\$75,198	\$22,795	\$231,652	\$133,659
FY11			\$133,319	\$22,795	\$156,114	
FY12	\$233,478	\$265,500	\$115,882		\$614,860	\$1,145,215
	\$367,137	\$265,500	\$555,057	\$91,180	\$1,278,874	\$1,278,874

6

MEMORANDUM

To: Board of Directors
From: Robert Clark, Operations/Maintenance Superintendent *RC*
Subject: Lagunitas Creek Streamgaging Station Cost Sharing
T:\GM\West Marin\USGS\USGS Gallagher Streamgage Agr BOD Memo 2012 file 1546.15.doc

February 3, 2012

RECOMMENDED ACTION: Approve Funding Agreement with USGS for Gallagher Stream Gage

FINANCIAL IMPACT: \$7,525 (West Marin Operations Budget)

BACKGROUND:

The Lagunitas Creek streamgaging station located at the Gallagher Ranch bridge near Point Reyes Station (11460600) is owned, operated and maintained by the U.S. Geological Survey (USGS). The USGS no longer sees the benefit of operating this gage and stopped funding in 1996. The North Marin Water District (NMWD), the National Park Service – Point Reyes National Seashore (NPS) and Marin Municipal Water District (MMWD) all benefit from the information obtained through this gage. NPS and MMWD initially agreed to fund the program for USGS by sharing the costs until 1997/98. NMWD, NPS and MMWD have shared funding of this streamgage since that time. The information obtained from this gage is used to make operational decisions and it serves as criteria for implementation of off-tide pumping from the Point Reyes wells. USGS has requested to have the attached agreement in place by February 29, 2012 for the period November 1, 2011 to October 31, 2012. NMWD's share of the cost has increased \$50 this year.

RECOMMENDATION

Board approve the funding request and NMWD share in the amount of \$7,525 and authorize the General Manager to enter into the agreement with the USGS.

Approved by GM CD

Date 2/3/2012



United States Department of the Interior

U.S. GEOLOGICAL SURVEY

California Water Science Center
6000 J Street, Placer Hall
California State University
Sacramento, California 95819-6129
Phone: (916) 278-3000 Fax: (916) 278-3070
<http://water.wr.usgs.gov>

RECEIVED

JAN 30 2012

North Marin Water District

January 26, 2012

Mr. Chris DeGabriele, General Manager
North Marin Water District
Post Office Box 146
Novato, California 94948

Dear Mr. DeGabriele:

This letter confirms discussions between our respective staffs, concerning the cooperative water resources program between the North Marin Water District (NMWD) and the U.S. Geological Survey (USGS) during the period November 1, 2011 to October 31, 2012.

The proposed program and associated costs are as follows:

<u>Station number and name</u>	<u>Cost</u>
11460600 Lagunitas Creek near Point Reyes Station	\$ 7,525
TOTAL	\$ 7,525

The cost of this station will be shared between the NMWD, Marin Municipal Water District (MMWD) and the National Park Service - Point Reyes National Seashore (NPS). Operation and maintenance costs for this streamgaging station during the subject period are \$ 22,600. Federal matching funds are not available for this station, so the entire cost will be the responsibility of the NMWD, MMWD and NPS. The NMWD's portion of this cost would be \$ 7,525.

Enclosed, are two originals of Joint Funding Agreement (JFA) 12WSCA28600, for your approval. If you are in agreement with this proposed program, please return one fully executed JFA to our office. Work performed with funds from this agreement will be conducted on a fixed-price basis. Billing for this agreement will be rendered annually.

The USGS is required to have an agreement in place prior to any work being performed on a project. We request that the JFA's be returned prior to February 29, 2012. If a JFA is not received by February 29, we will be required to suspend operations until an agreement is received.

Mr. Chris DeGabriele, District Manager- North Marin Water District

If you have any questions concerning this program, please contact Mike Webster, in our Ukiah Field Office, at (707) 468-4042. If you have any administrative questions, please contact Tammy Seubert, in our Sacramento Office, at (916) 278-3040.

Sincerely,

Adena
Sharon/Gregg

Eric G. Reichard
Director, USGS California Water Science Center

Enclosures

cc: Robert Clark
North Marin Water District
Post Office Box 146
Novato, California 94948

Michael Webster, USGS CAWSC

Form 9-1366
(Oct. 2005)

**U.S. Department of the Interior
U.S. Geological Survey
Joint Funding Agreement**

Customer #: 6000000980
Agreement #: 12WSCA28600
Project #:
TIN #: 94-6002892
Fixed Cost Agreement Yes No

Page 1 of 2

**FOR
WATER RESOURCES INVESTIGATIONS**

THIS AGREEMENT is entered into as of the 1st day of November, 2011, by the U.S. GEOLOGICAL SURVEY, UNITED STATES DEPARTMENT OF THE INTERIOR, party of the first part, and the NORTH MARIN WATER DISTRICT, party of the second part.

1. The parties hereto agree that subject to availability of appropriations and in accordance with their respective authorities there shall be maintained in cooperation for cooperative resources investigations in the North Marin Water District area, herein called the program. The USGS legal authority is 43 USC 36C; 43 USC 50; and 43 USC 50b.
2. The following amounts shall be contributed to cover all of the cost of the necessary field and analytical work directly related to this program. 2(b) includes In-Kind Services in the amount of \$0.

(a) \$0.00 by the party of the first part during the period
November 1, 2011 to October 31, 2012

(b) \$7,525.00 by the party of the second part during the period
November 1, 2011 to October 31, 2012

USGS DUNS IS 1761-38857.

- (c) Additional or reduced amounts by each party during the above period or succeeding periods as may be determined by mutual agreement and set forth in an exchange of letters between the parties.
- (d) The performance period may be changed by mutual agreement and set forth in an exchange of letters between the parties.
3. The costs of this program may be paid by either party in conformity with the laws and regulations respectively governing each party.
4. The field and analytical work pertaining to this program shall be under the direction of or subject to periodic review by an authorized representative of the party of the first part.
5. The areas to be included in the program shall be determined by mutual agreement between the parties hereto or their authorized representatives. The methods employed in the field and office shall be those adopted by the party of the first part to insure the required standards of accuracy subject to modification by mutual agreement.
6. During the course of this program, all field and analytical work of either party pertaining to this program shall be open to the inspection of the other party, and if the work is not being carried on in a mutually satisfactory manner, either party may terminate this agreement upon 60 days written notice to the other party.
7. The original records resulting from this program will be deposited in the office of origin of those records. Upon request, copies of the original records will be provided to the office of the other party.

Form 9-1366
continued

U.S. Department of the Interior
U.S. Geological Survey
Joint Funding Agreement

Customer #: 6000000980
Agreement #: 12WSCA28600
Project #:
TIN #: 94-6002892

- 8. The maps, records, or reports resulting from this program shall be made available to the public as promptly as possible. The maps, records, or reports normally will be published by the party of the first part. However, the party of the second part reserves the right to publish the results of this program and, if already published by the party of the first part shall, upon request, be furnished by the party of the first part, at costs, impressions suitable for purposes of reproduction similar to that for which the original copy was prepared. The maps, records, or reports published by either party shall contain a statement of the cooperative relations between the parties.
- 9. USGS will issue billings utilizing Department of the Interior Bill for Collection (form DI-1040). Billing documents are to be rendered **annually**. Payments of bills are due within 60 days after the billing date. If not paid by the due date, interest will be charged at the current Treasury rate for each 30 day period, or portion thereof, that the payment is delayed beyond the due date. (31 USC 3717; Comptroller General File B-212222, August 23, 1983).

U.S. Geological Survey
United States
Department of the Interior

NORTH MARIN WATER DISTRICT

USGS Point of Contact

Customer Point of Contact

Name: Tammy Seubert
Address: 6000 J Street, Placer Hall
Sacramento, California 95819-6129
Telephone: 916-278-3040
Email: tseubert@usgs.gov

Name: Chris DeGabriele, General Manager
Address: Post Office Box 146
Novato, California 94948
Telephone:
Email:

Signatures

Signatures

By *Sharon Greig* Date 1-27-12
Name: Eric G. Reichard
Title: Director, USGS California Water
Science Center

By _____ Date _____
Name:
Title:

By _____ Date _____
Name:
Title:

By _____ Date _____
Name:
Title:

By _____ Date _____
Name:
Title:

By _____ Date _____
Name:
Title:

7

MEMORANDUM

To: Board of Directors

February 3, 2012

From: Ryan Grisso, Water Conservation Coordinator *RG*

Subject: CYES "Green House Call" Bill Insert
\\Nmwdsrv1\water conservation\Memos to Board\Bill Stuffer CYES 020212.doc

RECOMMENDED ACTION: Authorize CYES "Green House Call" Bill Insert

FINANCIAL IMPACT: \$210 from the 2011/2012 Water Conservation Budget

The District has participated with Rising Sun Energy Center (RSEC), to implement the California Youth Energy Services (CYES) "Green House Call" program in Novato for the past five years. The Green House Call Program includes the installation of energy and water saving fixtures and conservation education. The water portion of the Green House Call Program specifically includes installation of showerheads and sink aerators plus toilet gallons per flush determination and toilet leak detection. The District provides the fixtures needed for installation and provides leak detection tablets and District staff assists in CYES training as necessary.

This partnership helps to increase participation in our residential water use surveys as required by the California Urban Water Conservation Council Memorandum of Understanding and gives the District an opportunity to partner with energy conservation efforts.

The CYES program has recently opened an office in Novato and is requesting assistance in marketing the program. The CYES has designed and will print the attached bill stuffer for insertion into NMWD water bills for a 7 week cycle. NMWD will only have to pay the \$0.01 per insert, times approximately 21,000 accounts (\$210).

Recommendation

Approve bill insert for the CYES "Green House Call".

Approved by GM *CD*

Date *2/3/2012*

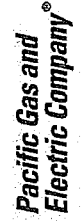


**WITH A CYES GREEN HOUSE
CALL YOU GET:**

- Water-saving faucet aerators
- High-pressure efficient showerheads
- A check of all your faucets and toilets for leaks
- A check of your water meter and water pressure
- Compact fluorescent light bulbs
- A retractable clothesline
- Efficient fluorescent floor lamps in exchange for halogen lamps
- Inspection of attic insulation
- A customized energy saving plan to help save money!



**NORTH MARIN
WATER DISTRICT**



California consumers are not obligated to purchase any full fee service or other service not funded by this program. This program is funded by California utility customers and administered by PG&E under the auspices of the California Public Utilities Commission. © 2012 Rising Sun Energy Center



**WITH A CYES GREEN HOUSE
CALL YOU GET:**

- Water-saving faucet aerators
- High-pressure efficient showerheads
- A check of all your faucets and toilets for leaks
- A check of your water meter and water pressure
- Compact fluorescent light bulbs
- A retractable clothesline
- Efficient fluorescent floor lamps in exchange for halogen lamps
- Inspection of attic insulation
- A customized energy saving plan to help save money!



**NORTH MARIN
WATER DISTRICT**



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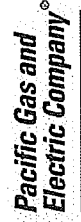


**WITH A CYES GREEN HOUSE
CALL YOU GET:**

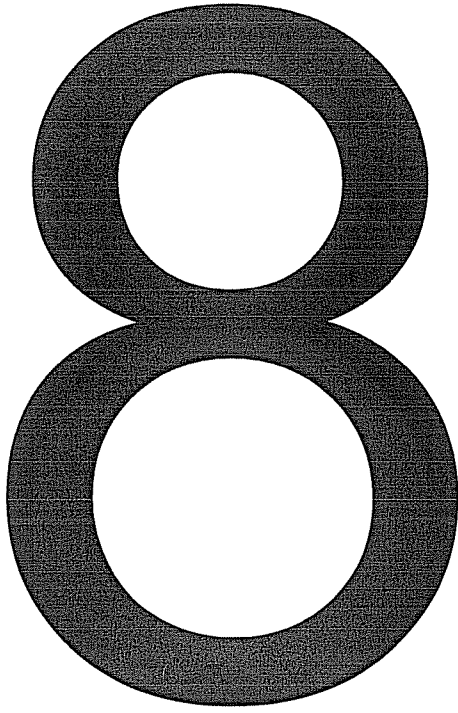
- Water-saving faucet aerators
- High-pressure efficient showerheads
- A check of all your faucets and toilets for leaks
- A check of your water meter and water pressure
- Compact fluorescent light bulbs
- A retractable clothesline
- Efficient fluorescent floor lamps in exchange for halogen lamps
- Inspection of attic insulation
- A customized energy saving plan to help save money!



**NORTH MARIN
WATER DISTRICT**



California consumers are not obligated to purchase any full fee service or other service not funded by this program. This program is funded by California utility customers and administered by PG&E under the auspices of the California Public Utilities Commission. © 2012 Rising Sun Energy Center



MEMORANDUM

To: Board of Directors
From: Chris DeGabriele, General Manager
Subject: Board Planning Workshop Summary
T:\GM\BOD Misc 2012\planning workshop summary.doc

February 3, 2012

RECOMMENDED ACTION: Adopt the Board of Directors Planning Workshop Summary from January 10, 2012

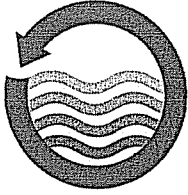
FINANCIAL IMPACT: None

Attached is the Draft Summary from the January 10, 2012 Planning Workshop. The Draft Summary remains unchanged from that included in your agenda at the January 17th meeting. No comments on the summary were received from the Board. Staff is requesting that the Board approve the Summary. It will then be used as a reference throughout the next two years.

RECOMMENDATION:

Board approved the Board of Directors Planning Workshop Summary dated January 10, 2012.

Approved by GM CD
Date 2/3/2012



DRAFT
NORTH MARIN WATER DISTRICT
Board of Directors Planning Workshop
Summary
January 10, 2012

Key Issues

a. Water Supply

- Reviewed water demand comparison chart showing total water demand has been reduced from the 2005 UWMP to the 2010 UWMP due to population/employment projections going down and conservation requirements of SBx7-7.
- 2011 actual water demands are 4300 AF below that projected in 2035 per the 2010 UWMP. Additional conservation (900 AF), recycled water (470 AF), and SCWA supply (4700 AF) will occur to meet future demand.
- SBx7-7 target for NMWD is 143 GPCD. 2011 actual is 130 GPCD.
- Working with all contractors to define the new Water Project(s).
- Urging SCWA to focus on planning for the new water project and long-range financial planning for a worst-case scenario to prevent future "rate shock" (build up capital funds for a Dry Creek pipeline if necessary).

ACTION:

- **Continue to work with contractors and SCWA in developing new water project**
- **Update UWMP in 2015 and review status at that time.**

b. Cooperating Agencies

i. SCWA

- Board has several opportunities to interface with SCWA Board members (TAC, WAC, NBWA, NBWRA, PFFC). Maintaining relationships is important.

ii. MMWD

- Received direction on Interconnection Agreement negotiation. Hopeful to conclude in spring.
- Consider joint meeting when negotiations concluded.

iii. NSD

- Continue cooperation on recycled water, assisting with laboratory services.
- Interest on NSD Board to make sure cooperative arrangement continues.
- Consider joint meeting on how to more formally cooperate/consider consolidation.

iv. City of Novato

- DLB active in Chamber of Commerce Government Affairs Committee and City Measure F Sales Tax Oversight Committee.
- City has significant issues to address not affecting NMWD. GM instinct is to stay on the sideline and watch closely.

v. County of Marin

- Good working relationship with County Supervisors and staff.
- Novato watershed program offers opportunity for continuing cooperation.
- Coordinating with County on Steelhead Recovery Planning.

ACTION:

- **Continue to participate and be involved with SCWA. If another trip to DC occurs, it would be great for Board member to attend.**
- **Consider joint meeting with NSD and consider joint meeting with MMWD.**

c. **Facilities & Financing**

1) Novato Water

- Reviewed District financial plan dashboard.
- Assumptions developed in 2011 were continued.
- Forecast is consistent with last year. District clearly moving in right direction.
- Can reduce water rates with reductions in labor/CIP expenditures.

2) Recycled water

- Reviewed recycled water system financial plan update.
- Many assumptions included.
- Plan looks promising at this time with a positive cash balance projected by FY 2013/14.

3) West Marin Water

- Sales continue to fall.
- Significant projects: Well No. 3 (unexpected costs), Solids Handling Facility.
- Gallagher Well and Treatment Plant rehab continue to be pushed out into the future pending financial assistance.
- Debt to Novato will increase, and recommend to increase inter-fund loan rate consistent with the Bank of Marin loan paid by Novato customers.

4) Oceana Marin Sewer

- Revenue and expenses stable.
- Major project is cross-country sewer line rehab.

ACTION:

- **Earlier workshop is better to look at dashboard when rate adjustment needed.**
- **Continue to monitor RW Actual vs. Forecast**
- **Propose adjustment to inter-fund loan rate.**

d. **Employees**

1. Employee Succession Planning/Staffing Update

- Reviewed charts of FTE history.

- Pursued “smart attrition”, down to 52.5 FTE and 2.4 per 1,000 connections – lowest ever.
- Could pursue more aggressive path and reduce to 37 FTE over 10 years. That approach would take more study, and don’t want to get so lean that customer service suffers.
- Next 5-8 years will see big change with 4 department head/officers likely retiring.
- Consider additional training for David Bentley, Robert Clark, Drew McIntyre – participation at Water and Wastewater Leadership Center. Board concerned with age of suggested staff to attend – will they retire before GM? Consensus is that leadership training is good.
- Discussion of consolidation with NSD may make sense at transition of GM.

ACTION:

- **Continue planned attrition**
- **Budget for leadership training in future years**

e. District of Distinction Accreditation (Attachment 2.e.)

- Reviewed accreditation information from Special Districts Leadership Foundation.
- Board consensus it appears to be a good thing.

ACTION:

- **Pursue District of Distinction Accreditation**

f. Public Outreach

- Add “to-date average” rainfall column on website.
- Consider electronic newsletter.

9

MEMORANDUM

To: Board of Directors

January 13, 2012

From: David L. Bentley, Auditor-Controller

Subj: 2nd Request for Additional Bill Adjustment - 2404 Laguna Vista Drive

t:\cons srvc\memo\2404 laguna vista 2nd request.docx

RECOMMENDED ACTION: Deny Additional Bill Adjustment

FINANCIAL IMPACT: Up to \$100 if an Additional Adjustment is Granted

Ms. Jeanne Krafft, 2404 Laguna Vista Drive, requested an additional bill adjustment for her October 2011 water bill. The Board denied her request at its December 6 meeting. The staff memorandum from that meeting is included for your review. Upon receiving the news, Mrs. Krafft wrote another letter, received January 3, requesting further discussion with the Board on the matter. She stated by phone that she would attend the January 17 meeting.

Subsequent to the December 6 meeting, Mrs. Krafft received her December bill, and was granted a \$42 adjustment under the policy, as the excess use encompassed two consecutive bimonthly billing periods.

The two adjustments granted total \$224.

RECOMMENDATION:

Deny the request for an additional bill adjustment.

December 20, 2011

Re: Water Bill at 2404 Laguna Vista Drive, Novato
Account # 1080004 - 1200

To: Board of Directors
Attn: David Bentley

North Marin Water District
999 Rush Creek Place
P O Box 146
Novato, CA 94948

RECEIVED

JAN 03 2012

North Marin Water District

I am writing to continue my discussion with you regarding my water bills from August 2011 through December 2011.

My water bills during this 4 months period were excessively high and the problem was found and fixed.

I was given an adjustment on both bills but would like to come to your next Board meeting on January 3, 2012 to discuss my position further with the Board.

Would you please place me on the itinerary for the evening. Rather than try to explain in a letter I would like to explain in person.

Thank you and I will see you on January 3rd



Jeanne Krafft
2404 Laguna Vista Drive
Novato, CA 94945

JEANNE CALLED 1/3/12 & SAID SHE
WOULD ATTEND THE 1/17/12 MEETING

MEMORANDUM

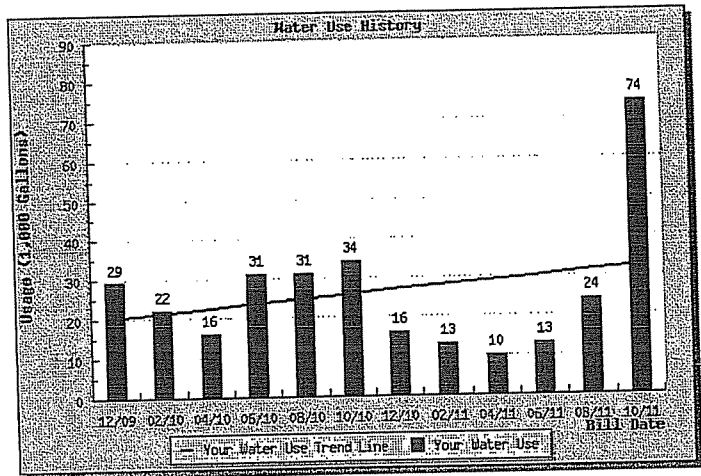
December 2, 2011

To: Board of Directors
From: David L. Bentley, Auditor-Controller *DLB*
Subj: Request for Additional Bill Adjustment – 2404 Laguna Vista Drive
t:\cons srvc\memo\2404 laguna vista drive.docx

RECOMMENDED ACTION: Deny Additional Bill Adjustment
FINANCIAL IMPACT: Up to \$100 if an Additional Adjustment is Granted

Ms. Jeanne Kraft, 2404 Laguna Vista Drive, has requested an additional bill adjustment for her October 2011 water bill. Ms. Kraft received a \$500 bill for use of 74,000 gallons, a significant increase from the 34,000 gallons used during the same period in 2010. As a normal procedure in the District's quality control program, a second meter reader was dispatched to verify the reading prior to rendering the bill. The second meter reader confirmed that the original read was accurate and found no evidence of a leak.

When Ms. Kraft received the \$500 bill she called the District. Her bill met the Bill Adjustment Policy criteria and she was granted a \$182 bill adjustment, subject to undergoing a Water Smart Home Survey. In the interim a Field Service Representative was dispatched to Mrs. Kraft's home and she informed him that her gardener discovered that her irrigation system was set to a long watering period, and surmised that a power outage reset the controller to a longer default run-time.



The bill adjustment granted under the policy reduced the bill to \$319. Ms. Kraft requests that she be granted an additional \$100 adjustment based upon her belief that both the meter reader who obtained the original read, and the second meter reader dispatched to verify the original read, failed to mention to her that there might be a problem.

While the meter readers were aware the read was high, there was no evidence of a leak (and in fact there was no leak). There is no dispute that the water was used. Under the Bill Adjustment Policy, Ms. Kraft received the additional 40,000 gallons consumed at below District cost. No further adjustment is warranted.

RECOMMENDATION:

Deny the request for an additional bill adjustment.

RECEIVED

November 14, 2011

NOV 22 2011

Re: Water Bill at 2404 Laguna Vista Drive, Novato.
Account #1080004 -1200

North Marin Water District

To: The Board of Directors

North Marin Water District
999 Rush Creek Place
P O Box 146
Novato, CA 94948

I am writing to appeal my water bills from August 2011 through December 2011.

My water bill for August/October 2011 was \$500 when it is normally about \$200 this time of year. I contacted NMWD to find out what happened. I have not received my current water bill yet.

After my call in Mid October to NMWD they came out immediately to inquire and informed me that my irrigation box was most likely reset by the electricity going out putting it on default mode which watered my grass much longer than it needed and ran up my bill. I have since corrected this problem.

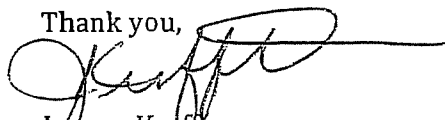
My bill was then adjusted and brought down to \$300. I have paid for \$200 of this bill already. I feel it is not fair that I pay the extra \$100 due to the following:

NMWD personnel came to my house to read my meter on 2 different occasions during this water bill's period to see why my water usage was excessively high for my home. I saw them on both occasions. On one of those occasions I went out to ask him what he was doing and he told me he was just reading the meter. I even asked him if everything was OK and he still said he was just reading my meter. He never mentioned that there might be a problem.

I am very concerned as a citizen that if NMWD was so concerned as to send out someone on 2 different occasions to see if there was a leak because my water usage was excessively high that they would have notified me or even put me on the alert. Had I been notified I would have been able to remedy the cause immediately instead of running up a huge bill not to mention the waste of water.

I hope that you will seriously consider my request to remove the extra \$100 from my current bill and look at the next bill and adjust for the first weeks before the situation was remedied.

Thank you,



Jeanne Krafft
2404 Laguna Vista Drive
Novato, CA 94945
415-531-3413

NORTH MARIN WATER DISTRICT

POLICY: BILL ADJUSTMENT POLICY

POLICY NUMBER: 2

Original Date: February 7, 1967
Last Review: January 2, 2007
Adopted: January 2, 2007

ORIGINAL: February 7, 1967
REVISED: January 5, 1971, February 3, 1981,
April 6, 1993, March 7, 1995
April 18, 1995, January 3, 2006,
September 5, 2006
January 2, 2007

In the event water use (measured in 1,000 (thousand) gallon units) for the disputed bill is in excess of one and one-half times the normal seasonal bimonthly use as solely determined by the District and there is no evidence that the excess use of water was due to the willful act or the negligence of the consumer or the consumer's agent(s), the District will credit the consumer's account for one half of the difference between the dollar amount of the normal bill (calculated as normal seasonal bimonthly use at current commodity rates) and the dollar amount of the disputed bill, plus, to the extent the excess use was subject to a tier rate, half the use in excess of normal will be credited to the customer's account at the tier rate. In the event the excess use encompasses two consecutive bimonthly billing periods, such bi-period rate adjustment will be separately applied to each such billing period provided the water use in each bimonthly period exceeds one and one-half times the normal seasonal bimonthly use for said period as determined by the District. Consideration of an adjustment pursuant to this policy shall be allowed only once in any consecutive 24-month period. Consumers requesting a bill adjustment must allow District staff to complete a residential water use survey before any bill adjustment is given. The District General Manager may grant exemptions to this requirement should staff be unavailable to perform the survey in a timely manner.

10

MEMORANDUM

To: Board of Directors

February 3, 2012

From: Drew McIntyre, Chief Engineer
David Jackson, Associate Engineer



Subject: Recycled Water Expansion South Service Area – Phase 1b: Award Construction Contract

R:\Folders by Job No\6000 jobs\6056\Board Memos\6056 Ph 1b Contract Award to Disney 2-3-12.doc

RECOMMENDED ACTION:

1. Allow Sierra Mountain Construction to withdraw their bid.
2. Disallow Ghilotti Construction Company's bid protest of Disney Construction.
3. Approve award of the contract to Disney Construction and authorize the General Manager to execute an agreement with Disney Construction, subject to State Revolving Fund (SRF) loan approval.

FINANCIAL IMPACT:

\$2,542,500 plus \$200,000 contingency (8%)

Background

The Phase 1b project includes construction of 1.9 miles of recycled water pipeline and the rehabilitation of the Reservoir Hill Water Storage Tank. Included pipelines: 12-inch and 8-inch pipes in Bolling Circle, Randolph Drive, Main Gate Road, Palm Drive, Hamilton Parkway, and the 16-inch Reservoir Hill Water Tank inlet/outlet line. Additionally the tank will require a sewer connection for the overflow and drain line. The Board authorized bid advertisement for the above referenced project on November 1, 2011. The advertisement date for this project was November 4, 2011 with a bid opening on December 15, 2011. The District advertised the project in the Marin IJ and mailed contract documents to thirty (30) interested contractors and builders exchanges in the greater bay area. Sixteen (16) contractors, including fourteen (14) prime contractors, attended the mandatory pre-bid meeting on November 29, 2011. The bid period was for approximately six (6) weeks and included one addendum. Nine bids were received ranging from a low of \$2,162,500 to a high of \$2,996,611.

	CONTRACTOR	BID
1.	Sierra Mountain Construction	\$2,162,500
2.	Disney Construction	\$2,542,500
3.	Ghilotti Construction	\$2,546,350
4.	Ranger Pipeline	\$2,564,560
5.	Argonaut Constructors	\$2,584,500
6.	Mountain Cascade	\$2,619,500
7.	Team Ghilotti	\$2,649,662
8.	W.R. Forde	\$2,792,000
9.	J & M Inc.	\$2,996,611

The Engineer's Estimate was \$2,409,000. The bid span between the Number 1 and Number 2 low bidders (Sierra Mountain Construction and Disney Construction) was substantial at \$380,000 (for a variance of 17%). The next six bids were within 5% of the second low bidder.

Bid Withdrawal

Six days after the bid opening the District received a letter from Sierra Mountain Construction (Attachment 1) stating that they had made a clerical error in preparing their bid by not including the cost of pipe materials in their bid price and requesting that the District allow Sierra Mountain Construction to withdraw its bid without forfeiting its bid bond. The clerical error amounted to about a \$300,000 reduction in Sierra Mountain Construction's bid amount. Said request letter was forwarded to District legal counsel with supporting background information. District legal counsel subsequently provided an opinion that Sierra Mountain Construction should be granted relief under Public Contract Code Section 5103 which governs whether a bidder is appropriately relieved from its bid.

Bid Evaluation

Subject to the withdrawal of Sierra Mountain Construction's bid, Disney Construction of Burlingame, California, submitted the lowest responsive bid of \$2,542,500 which is \$133,500 (5%) above the Engineer's construction cost estimate of \$2,409,000. Disney Construction's bid is \$3,850 (0.15%) below the next lowest bidder (Ghilotti Construction). A bid evaluation (Attachment 2) was performed by URS, the District's recently hired construction manager for the south area recycled water projects. The attached analysis shows that Disney Construction and the next lowest bidder, Ghilotti Construction, complied with the bidding requirements.

The Covello Group, the District's Construction Manager for the North Service area projects, reviewed the bids of Disney Construction and Ghilotti Construction for compliance with ARRA and SRF bid documentation requirements. Both contractors met those requirements (Attachment 3).

Bid Protest by Ghilotti Construction

The third low bidder, Ghilotti Construction, submitted a bid protest letter on December 22, 2011 (Attachment 4). Their letter asserted that Ghilotti Construction was the lowest responsive bidder in that Sierra Mountain Construction was non-responsive due to omissions in the submitted bid documents and that Disney Construction was non-responsive because they did not have sufficient pipeline work experience.

Since Sierra Mountain Construction requested withdrawal of their bid, their documents were not further reviewed related to this protest. District staff and the construction manager, URS, reviewed Disney Construction's work experience and determined that they meet the

experience requirements for this phase of the project (Attachment 5). This opinion was reviewed and confirmed with District legal counsel.

Project Financing

The project receives 25% federal grant funding from a combination of American Recovery and Reinvestment Act of 2009 and Water SMART Grant funds via Bureau of Reclamation awards.

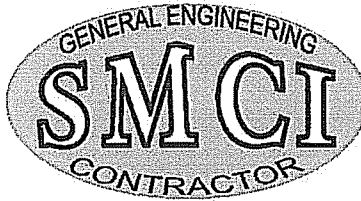
With respect to the status on the current SRF loan application, the District has supplied all requested documents to the State Water Resources Control Board (SWRCB) staff in advance of obtaining Facilities Plan Approval (FPA) and acceptance of Preliminary Funding Commitment (PFC) for the Recycled Water Expansion in the South Service Area. SRF loan approval is expected within approximately one month and staff recommends moving forward with the project.

The total estimated project costs of ~\$7.5M remains unchanged from that last presented to the Board at the January 17, 2012 meeting.

RECOMMENDATION

That the Board:

1. Allow Sierra Mountain Construction to withdraw their bid.
2. Reject Ghilotti Construction's protest of Disney Construction's bid.
3. Approve award of the contract to Disney Construction and authorize the General Manager to execute an agreement with Disney Construction.



SIERRA MOUNTAIN CONSTRUCTION, INC

55 New Montgomery St. San Francisco, CA 94105

Phone: 415-896-2859 Fax: 800-988-2282

Delivered: Hand delivered and by email

North Marin Water District
999 Rush Creek Place
PO Box 146
Novato, CA 94948

**re: North Marin Water District Recycled Water-South Phase 1B Project,
Project No. 5 6056.00
Request for Withdrawal of Bid for Mistake**

Dear Mr. Dave Jackson:

We are writing to request that our bid be withdrawn because of an inadvertent mistake. In carefully reviewing our bid after the bid opening, we discovered that we had, through an accidental clerical error, not added up all of the amounts we had planned on including in our price for bid item 3, for pipeline and paving work. From what we can determine, the pipe material cost was suspended in our bidding software and was not added in properly. This inadvertent mistake made our bid materially different from what we had intended. For example, most of the other bidders had priced bid item 3 at \$1,715,000 to \$1,810,00 but because of this clerical error, our price for this item was \$1,400,000, which corresponds to the cost of the material that had inadvertently not been added in by our software.

We apologize for any inconvenience that we may have caused. We would appreciate your confirmation that our bid will be deemed withdrawn and the return of our bid security at your earliest convenience. Thank you, and please feel free to contact me if you have any questions.

Very truly yours,

A handwritten signature in black ink, appearing to read "Dyon Zaratian", with a long horizontal flourish extending to the right.

Dyon Zaratian

SIERRA MOUNTAIN CONSTRUCTION, INC.



January 11, 2012

Mr. Dave Jackson, Associate Engineer
North Marin Water District
999 Rush Creek Place
Novato, CA 94948

Project: NMWD Recycled Water Expansion, South Service Area Phase 1b, Job No. 5.6056.12
Subject: Bid Review and Evaluation

Dear Mr. Jackson:

Nine (9) bid packages were received for the South Area Phase 1b work. All bids were opened on Thursday December 15, 2011 at around 3:15 p.m. The apparent low bidder was Sierra Mountain Construction, Inc. (SMCI). SMCI's base bid was \$2,162,500. Their base bid was \$380,000 less or 15% lower than the second low bid. On December 21, 2011, SMCI submitted a letter requesting withdrawal of their bid claiming that an error had been made when preparing their bid. It appears that Sierra's will be allowed to withdraw their bid. On January 4, 2012, the District notified SMCI in writing that staff will recommend that the Board of Directors approve withdrawal of SMCI's bid at the January 17, 2012 meeting. Therefore this bid review and evaluation focuses on only on the second and third lowest bidders.

The second apparent low bidder is Disney Construction (Disney) with a base bid of \$2,542,500. This is \$3,850 less or 0.15% than the third lowest bidder, Ghilotti Construction (Ghilotti). Based on our review and evaluation, URS finds Disney to be the lowest-responsive-responsible-bidder and it is recommended that NMWD award the contract to Disney Construction. A more detailed description of our review findings is as follows:

General Requirements: Two general requirements for all bidders were to: 1) Attend a mandatory pre-bid conference and 2) Submit a complete bid package. A mandatory pre-bid conference and site meeting for the referenced project was held on November 29, 2011. Names and signatures of representatives from both Disney and Ghilotti Construction appear on the Pre-Bid Site Meeting Attendee List (see attached) sign-in sheet. Both firms met this requirement. Based on a review of the bid packages received on December 15th, both bidders have submitted a complete bid package including all required forms and documents.

Bid Schedule and Base Bid Amounts: The base bid schedule consisted of seven (7) lump sum bid items. Items 1 – 4 make up the bulk of the required field work. These activities include Mobilization/Demobilization, Trenching, Pipe Lines and Tank Reconstruction. Item 5 is based on a unit price

URS Corporation
Post Montgomery Center
One Montgomery Street, Suite 900
San Francisco, CA 94104-4538
Tel: 415.896-5858

for an estimated quantity (500 CYs) of Hard Rock Excavation. Item 6 is a lump sum amount for Permitting Compliance. Item 7 is a fixed lump sum amount of \$5000 to be used by all bidders for As-Built Drawings.

The price difference between Disney and Ghilotti is only \$3,850. In looking at Items 1 – 4; Disney's price is \$60,850 less than Ghilotti. For the next two bid items, Hard Rock and Permit Compliance, Ghilotti's price is \$57,000 lower than Disney. Ghilotti's unit price for Item 5 (Hard Rock Excavation) was \$1/CY versus Disney's price of \$65/CY which resulted in Ghilotti's price being \$32,000 less than Disney's. Based on the minimal unit rate used by Ghilotti, one could surmise that either they are very familiar with the subsurface conditions in the subdivisions where work will be performed or they are willing to gamble that the equipment they will be using will be able to remove any hard rock encountered without any significant difficulty or additional cost. Either way, if additional hard rock is encountered the variation in quantities clause will dictate how the costs for excavating hard rock is calculated. Ghilotti's price for Item 6 (Permit Compliance) is \$15,000 versus Disney's price of \$40,000. One possible reason for this \$25,000 price difference is Ghilotti's has a better understanding of what will be required for compliance based on their recent experience with similar NMWD recycled water projects in this area.

A spreadsheet showing bid results is attached to this letter.

Engineer's Cost Estimate: The Engineer's cost estimate for the Phase 1b work is \$2,409,000. This amount is \$133,500 dollars less than Disney's. Disney's bid is 5.5% and Ghilotti's bid is 5.7% higher than the Engineer's estimate. The Engineer's estimate was within 10% of 6 of the 9 bids received. The closeness of Disney, Ghilotti's and four other bidders price to the Engineer's estimate is a fairly good indication that the scope of work for the project was clearly defined and well understood and that the bidding was competitive.

List of Material and Equipment Manufactures: Both bidders identified manufactures from NMWD approved materials list for each of the three (3) PVC Pipe products listed on Bid Form Page 00300-6.

List of Subcontractors & DBE Forms: Both bidders provided information regarding their proposed subcontractors and DBE usage on the forms provided. While it looks like Disney's submittal is complete, Ghilotti's DBE forms only state that no DBE's will be used on the project. Ghilotti did not provide a separate form for each of the 4 contractors listed on their List of Subcontractor's Form. It appears that Disney will be contracting out approximately 25% of the work. Even though it is not possible to determine the value of the work Ghilotti intends to contract out, based on the description of the work to be subcontracted it appears reasonably certain that they will also meet the requirement for the prime contractor to perform at least 50% of the work.

American Recovery and Reinvestment Act (ARRA): Disney and Ghilotti bids are being reviewed by The Covello Group for compliance with ARRA requirements.

Contractor Licensing: A check with the California State Licensing board confirmed that both Ghilotti and Disney have a valid Class A contractor license. It has also been confirmed that all of the subcontractors identified by both bidders are properly licensed for the type of work they would be performing.

Contractor Equipment: Both bidders provided information regarding contractor's equipment available for use on this Contract. Ghilotti provided an extensive list of construction equipment. Disney identified only 6 pieces of heavy equipment all of which would seem suitable and sufficient for performing underground pipeline installation work. An asphalt paving machine was missing but this work is identified as being performed by a subcontractor. It would appear that Disney satisfied the minimum requirement for identifying equipment.

Bid Security: Both contractors elected to provide a Bid Guaranty Bond instead of a check. Bonds for both bidders are issued by Safeco Insurance Company of America. The bonds are for 10% of their bid and the form provided in the bid documents is used. No attempt has been made to determine the validity of the bonds.

Section 004600 - Certification of Bidders Experience and Qualifications: This section addresses essential requirements, company experience, safety qualifications and financial qualifications. Both Disney and Ghilotti meet the minimum requirements. A more detailed discussion is provided below.

Section A (Essential Requirements) is a set of 7 yes or no questions related to licensing, insurance, bonding, and criminal history. Both bidders provided a correct response to all questions.

Section B (Company Experience) specifies minimum bidder experience requirements. The 3 basic requirements are: 1) Bidder list not less than three (3) and not more than five (5) projects of a similar nature completed within the last five (5) years with at least \$2 million in construction volume, 2) listed projects should include water/recycled water pipeline construction of lengths 0.5 miles or longer with a pipe diameter of at least 12-inches, and 3) bidder should have self-performed at least 50% of the work on each listed project. A fourth requirement was at least 2 of the listed projects involve pipeline bore and jack installation. Since the subject project does not involve any bore and jack work, past experience with this type of activity is not considered in this evaluation.

Disney's bid package provided the names and specified information of five (5) projects as required. Since Disney did not provide additional information regarding the scope of work for those projects, URS contacted Disney's president and some of the owner representatives for those projects to find out if work

performed included pipelines and if Disney had performed at least 50% of the work on those projects. URS has confirmed that Disney's bid package satisfied all 3 of the above mentioned experience requirements.

Bidders were specifically directed to identify 3 or more but not more than 5 projects, Ghilotti provided the names of 10 projects under company experience. URS initial approach was only to consider the first five projects listed. While 2 of the projects included approximately 5000 lf of pipeline work the pipeline diameter was less than the specified 12-inches. The other 3 projects involved installation of pipe over 12-inches in diameter but the lengths were less than .5 miles. The first 5 listed projects do satisfy the \$2 million volume and the 50% of the work requirements. If all of the 10 projects listed or the 5 most relevant projects were considered then Ghilotti would easily satisfy all experience requirements.

It should be noted that Ghilotti submitted a bid protest letter on December 12, 2011 requesting rejection of both Disney's and Sierra Mountain's bids. The reason given for requesting rejection of Disney's bid was failure to meet company experience requirements. Disney provided it's response to the protest in a letter dated December 23, 2011 noting that it had met all of the experience requirements for waterlines and bore and jack. Additional documentation supporting URS findings regarding both Disney and Ghilotti's experience is available upon request.

Section C (Safety Qualification Criteria) Both Disney and Ghilotti provided the specified information showing that they satisfied the District's three (3) listed safety criteria. Disney's 3-year average EMR (157%) was higher than 100% so their RIR and LTIR needed to be provided. While their average RIR (5.5) was acceptable their average LTIR (2.7) was higher than the minimum acceptable average of 2.0. Consequently if awarded the contract they would be required to hire an acceptable safety consultant in accordance with Section C – Safety Qualification Criteria of Section 00460 (Certification of Bidder's Experience and Qualifications.) This item has been discussed with Disney's President and he acknowledged that he is aware of this requirement and that his bid price includes the additional cost for a safety consultant.

Section D (Financial Qualifications) asks bidders to provide information on one or more of the following; financial resources, bonding capacity or construction claims filed. Both bidders elected to provide information showing that they had neither filed any claims nor had any claim filed against them during the past five (5) years.

Conclusion: The low bidder of the original three apparent lowest bidders was Sierra Mountain Construction Inc. SMCI has requested to have their bid withdrawn. Our technical review of the bidders submitting the next two lowest bids finds them both to be responsive, responsible bidders. Disney Corporation submitted the lowest bid and we did not find any reason for rejecting them, nor do we see a reason to accept the protest filed by Ghilotti.



If you have any questions please contact me at (415) 596-4163

Yours truly,

URS CORPORATION

A handwritten signature in cursive script that reads 'K. Canada'.

Kevin Canada
Construction Manager

Enclosure

cc: MRF

January 3, 2012

Mr. Dave Jackson
North Marin Water District
999 Rush Creek Place
Novato, CA 94945

PROJECT: NMWD – Recycled Water Expansion South Service Area
SUBJECT: Phase 1b Review of Bidder's ARRA & SRF/GFE Documentation

Dear Dave:

As requested by the District, Covello has reviewed ARRA and SRF required bid documentation submitted by the three apparent lowest bidders. The results of this review are summarized below.

In order, low to high, the three apparent lowest bidders were: Sierra Mountain Construction, Disney Construction (Disney) and Ghilotti Construction (Ghilotti).

Various ARRA and SRF documentation is allowed to be submitted within a certain time period following the bid and award dates. Emails were sent to the three lowest bidders requesting the supplemental information. A copy of those emails is attached for reference.

During the course of this review, Sierra Mountain Construction notified the District that they wished to withdraw their bid. Sierra Mountain did not respond to the request to submit the necessary ARRA and SRF information—presumably due to their intent to withdraw their bid.

ARRA Documentation: ARRA forms, Attachment A, B, C, D and E of Section 00900, were submitted by Disney and Ghilotti in response to the email request within the required time. These forms for both companies appear to be complete and appear to meet the requirements.

SRF EPA Forms: EPA forms 6100-4 & -3 and the Bidders List are required to be submitted with the bid. This was done by both Disney and Ghilotti. Disney's forms appeared complete and correct. As explained in the above noted email to Ghilotti, clarification was needed for their EPA form 6100-4. Ghilotti subsequently clarified form 6100-4. Because of the rather limited instructions provided for this form the required clarification is common. EPA forms 6100-4 & -3 and the Bidders List appear to be complete and correct for both Disney and Ghilotti.

SRF Good Faith Effort (GFE): The Good Faith documents are to be submitted within 10 working days of the bid opening; this was done by Disney and Ghilotti. Those documents have been reviewed and it appears that a genuine good faith effort was made by both firms and, with one possible exception; it appears the requirements have been met. Step 5 (fifth bullet point) of the Good Faith Efforts described on page 00900-21, requires use of the services and assistance of the SBA and Minority Business Development Agency of the Department of Commerce. The cover letter for Disney's GFE binder states that GoodFaith.com (a GFE service used by Disney) uses the SBA and MBDA services. Otherwise, no documentation has been provided by Disney showing use of the SBA or the MBDA. The statement in Disney's cover letter has not been verified, but if correct, it appears that Disney has fulfilled the requirement. It is expected that SRF representatives will be familiar with the databases utilized by GoodFaith.com and services

ATTACHMENT 3

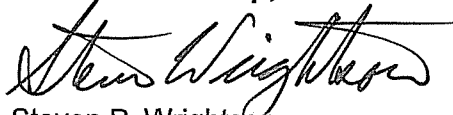
they provide and will therefore find Disney's statement satisfactory. While in our opinion the GFE requirements appear to have been fulfilled, ultimately the SRF officer must determine the acceptability of the GFE documents.

SRF Certifications: Various certifications, as described in the above noted emails, are required to be submitted within two weeks of contract award. These have not yet been submitted by any of the firms.

Conclusion: Except for documentation to be submitted after award, it appears that both Disney and Ghilotti have met the ARRA and SRF documentation requirements.

Please contact me if you have any questions regarding this matter.

Sincerely,
The Covello Group, Inc.



Steven P. Wrightson

cc:





December 22, 2011

To: North Marin Water District
999 Rush Creek Place
Novato, CA 94945

Attn: Dave Jackson

Re: Bid Protest
Recycled Water Expansion – South Service Area Phase 1B Project
NMWD Project No. 5 6056.00

Dear Mr. Jackson,

On Thursday, December 15, 2011, Ghilotti Construction Company bid the above referenced project and based on dollars is the apparent 3rd lowest bidder with Sierra Mountain Construction being the apparent low bidder and Disney Construction being the 2nd apparent lowest bidder.

Ghilotti Construction Company is formally protesting both Sierra Mountain Construction and Disney Construction as the lowest responsive bidder. Both bidders have fatal flaws as enumerated below. As such Ghilotti Construction Company is requesting that the Agency reject the bid proposal submitted by Sierra Mountain Construction and Disney Construction as non-responsive and award this project to the lowest responsive bidder - Ghilotti Construction Company.

Sierra Mountain Construction is non-responsive.

Sierra is non-responsive because they failed to enter the required information on page 300-6 "Schedule of Manufactures". The instructions at the top of this page clearly state that the bid is incomplete unless the bidder names the manufacturers for each item of equipment. This omission allows Sierra to continue to negotiate (from a position of power as the low bidder) with suppliers post bid, which is an advantage not available to the other bidders.

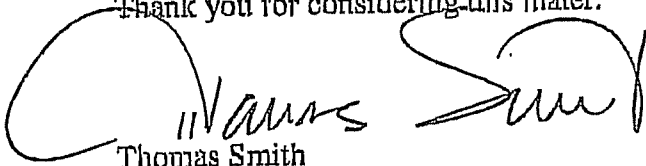
Additionally, Sierra is non-responsive because they failed to enter the required information on page 300-9 "Contractors Equipment Available". It's unclear as to why Sierra would indicate that they have no equipment with which to do the job, but it makes them nonresponsive nonetheless.

Disney Construction is non-responsive.

Disney Construction is non-responsive because they do not meet the "Company Experience" as required on page 460-2. None of the five projects that Disney listed include the required work experience regarding waterlines and bore and jacking.

Again, as a result of the fatal flaws on the part of the 1st and 2nd apparent low bidders, Ghilotti Construction Company is requesting that the Agency reject the bid proposal submitted by Sierra Mountain Construction and Disney Construction as non-responsive and award this project to the lowest responsive bidder - Ghilotti Construction Company.

Thank you for considering this mater.



Thomas Smith
Estimating Manager
Ghilotti Construction Company
707-585-1221

CC: Sierra Mountain Construction
Disney Construction

MEMORANDUM

To: Dave Jackson, NMWD

From: Kevin Canada, URS Corporation



Date: January 11, 2012

Regarding; NMWD Phase 1b Bid Evaluation Supplement

Message:

This memo provides information on URS's confirmation and evaluation of Disney Company Certification of Experience and Qualifications. This memo is a follow up to my memo dated 1/6/2012 in which I stated that I needed to confirm some information in regards to Disney's Company Experience and Safety Qualification Criteria before I could complete my review. This memo also addresses concerns raised in Ghilotti Construction's bid protest letter dated 12/22/2011 regarding Disney's waterline experience.

I've been able to confirm that Disney Company meets each of the criteria listed within Section 00460 (Certification of Bidder's Experience and Qualifications) of the bid documents. I've had a couple of telephone conversations and exchanged e-mails with Richard Disney, Disney Company President, in an effort to collect additional information. On 1/5/2012 you and I met with Richard, his Project Manager and another members of his staff in an attempt to gather more information on the company. I also discussed the scope of piping work performed on three (3) of the projects Disney listed with the owner's representatives.

Disney listed five (5) projects under the Company Experience Section. Items that needed to be confirmed are that they have installed water pipelines greater than or equal to 12-inches in diameter and longer than 0.5 miles on at least three (3) projects. I've been able to confirm they met these criteria on three (3) of their listed projects. Disney appears to meet the \$2 million construction volume, projects completed within the last five (5) years and self-performance of 50% of the work criteria. The listed projects are as follow:

Project Name – Devil's Slide; Owner - Caltrans

1. Contract cost \$34,000,000
2. Date of substantial completion 2/2009
3. Per telecom with Rick Disney (Owner) approximately 9,000 LF of 12-inch diameter pipeline was installed by Disney on this project. During 1/9/12 telecon with Thomas Grey, Caltrans Senior Bridge Engineer, he confirmed that Disney did perform an extensive amount of pipeline work. The original scope of work included hanging a 12-inch diameter pipe on a new bridge and subsequent change order work involved relocating a large diameter pipeline on a steep hillside.
4. Disney was the prime contractor.

Project Name – I-80 Hilltop; Owner - Caltrans

1. Contract cost \$6,200,000.
2. Date of substantial completion 10/2009.
3. Per telecom with Rick Disney, approximately 3,450 LF of 12-inch diameter and 2,000 LF of 18-inch diameter installed. During 1/9/12 telecon with Peter Stryker, Caltrans Senior Bridge Engineer, he confirmed that Disney did perform a fair amount of pipeline work on this project. This included large diameter gravity line and force main relocations.
4. Disney was the prime contractor.

Project Name – San Bruno Storm Culvert; Owner - JPB/Caltrain

1. Contract Cost \$1,956,693
2. Date of substantial completion 10/2020
3. Per Rick Disney pipeline work included relocation of 18-inch gravity line and 12-inch force main along the length of a 1500 LF box culvert. Unable to confirm with an owner representative that Disney performed any pipeline work.
4. Unable to confirm Disney was the prime contractor.

Project Name – Dyer Reservoir; Owner – Dept. of Water Resources

1. Contract Cost \$3,600,000
2. Date of substantial completion 2/2011
3. Per telecom with Rick Disney, approximately 1,000 LF of 48-inch diameter force main installed. Unable to confirm with an owner representative that Disney performed and pipeline installation.
4. Unable to confirm that Disney was the prime contractor.

Project Name – South Lake Tahoe Drainage Project; Owner

1. Contract cost \$14,600,000
2. Work is in progress and is about 60% complete.
3. Per telecon of 1/4/12 with Lynett Spadorcio, South Lake Tahoe Area Construction Manager, Disney is responsible for installing 14,000 LF of 18-inch plastic pipe and some 15-inch diameter RCP. Scope of work also includes curb & gutter work and grinding and paving. While work is still in progress she has not had any issues thus far with Disney's performance.
4. Confirmed Disney is the prime contractor.

The other area of concern noted in my earlier memo was whether or not Disney met the requirements of Section C (Safety Qualification Criteria.) Disney's bid included the company name and contact person but not the telephone number of their Workman's Compensation Insurance carrier. The numbers provided and dates used do not seem correct so I elected to discuss Disney's safety record with their listed contact person. I requested Richard to provide me with a telephone number for their listed contact on 1/5/2012. Richard provided me with the requested information and on 1/6/12. On the

same day I had telephone conversations with Elaina Roogen and Chris Shoemaker who are both familiar with Disney's Worker's Compensation insurance policy. They provided answers to my questions on how the EMR, RIR and LTIR data provided by Disney was formulated. As was explained to me, the reason Disney did not meet all of the safety criteria had to do with a number of claims filed by iron workers at the end of the Devil's Slide Bridge Replacement Project. It was explained to me that except for what might be considered as a few rather frivolous claims Disney has a good safety record.

In closing I would like to add that all the people I talked with spoke very highly of Richard Disney and his firm. The three (3) owner representatives all stated that Disney was very good at working through problem issues and associated costs with the team members. They also stated that they enjoyed working with Disney and would have no problem working with them again on future projects.

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MEMORANDUM

To: Board of Directors Date: February 3, 2012
From: Ryan Grisso, Water Conservation Coordinator *RG*
Subject: Recycled Water Onsite Retrofit Design Project Task 2 – Agreement for Design Services with Russ Mitchell and Associates, INC.
R:\RECYCLED WATER\Onsite Retrofit Project\RMA Agreement\RMA Onsite Retrofit Design Services BOD Memo 020212.doc

RECOMMENDED ACTION: Board authorize the General Manager to execute an agreement with Russ Mitchell and Associates, Inc. (RMA) for the Recycled Water Onsite Retrofit Design Project Task 2 for a not-to-exceed fee of \$112,000 plus a contingency of \$15,000.

FINANCIAL IMPACT: \$127,000 (with contingency)

Background

North Marin Water District (District) is working with North Bay Water Reuse Authority (NBWRA) to expand the use of recycled water through the North Bay Recycled Water Program. This unique, regional program will provide recycled water for irrigating large landscapes so that fresh drinking water can be saved for household uses and decrease the need for additional Russian River diversions. The Novato North and Central Service Area segments of this plan proposes to provide recycled water from Novato Sanitary District to large landscapes including the Fireman's Fund Complex, Valley Memorial Park Cemetery, school and park turf areas, commercial users west of U.S. 101, and other irrigated playing fields. As part of the Novato South Service Area segment, recycled water from Las Gallinas Valley Sanitary District will be used for landscape irrigation in Hamilton, including the Coast Guard housing area.

Regulation 18 Summary and Onsite Retrofit Provisions

The District's currently approved Recycled Water Regulation (Regulation 18) addresses recycled water service types, requirements and conditions for use, use permits, pricing, installation and maintenance costs, and penalties and exemptions. Regulation 18 also mandates the use of recycled water for new customers and existing customers should recycled water become available. Per Regulation 18, the District will be issuing notification to existing customers that their water service has been identified for conversion to recycled water and requesting return of a water service application within 30 days. For those existing customers mandated to use recycled water, Regulation 18 specifies that the District will pay the reasonable capital costs of retrofitting the water service on the customer's side of the water service meter.

Recycled Water Onsite Retrofit Design Project

The District has identified up to 75 existing customers (in the North and South Service Areas) to receive recycled water. Approximately 50 of these sites are deemed immediately viable and will need to have the retrofit design and construction completed by 2012 in order to be eligible to receive the federal stimulus (ARRA) funding. The other sites are in future phases where system pipeline construction will occur after 2012.

The Recycled Water Onsite Retrofit Design (RWORD) Project focuses on design work on the customer's side of the meter in order for the site to properly accept and use recycled water. There are a lot of unknowns associated with the customer's side of the meter so a careful examination of the water use on the existing site needs to be completed and documented. The RWORD Project will involve coordination with a site supervisor or customer representative, initial and detailed site surveys to document the existing irrigation system and other water use features of the site, coordination with California Department of Public Health (CDPH) for approval of designs, and will provide the District with a set of design drawings that can be put out to bid for the construction phase of the onsite retrofit. The District does not currently have the in-house resources necessary to conduct this work in time to meet the schedule requirements of the grant funding.

HydroScience Engineers was awarded the project for completing the first set of 24 sites identified for retrofit design (known as Task 1). Task 1 included some of the largest users identified to receive recycled water including Fireman's Fund, Valley Memorial Park Cemetery, Olive School, Hamann Baseball Field, parts of Meadow Park HOA and Bay Vista Apartments for a total projected demand of 260 acre feet per year.

An additional 18 sites have been identified for Task 2 which include some of the medium and smaller sites in both the North and South Service Areas. An additional eight of the smallest sites remain and will be designed using the contract contingency, if available, or by in-house staff, or the design will be postponed to 2013.

Consultant Procurement and Consulting Agreement

The District issued a Request for Proposals in December and received three proposals in early January (HydroScience Engineers, Russ Mitchell and Associates, and GHD formerly Winzler and Kelly). District staff reviewed and ranked the proposals, and Russ Mitchell and Associates, INC. (RMA) was selected and is recommended to provide consulting services to design the second set of onsite retrofits (known as Task 2). RMA is an experienced irrigation

design consulting firm with experience in recycled water irrigation retrofit designs. RMA has completed the original potable water irrigation designs for many of the sites the District is now retrofitting and staff feels confident in their ability to complete the project. Staff negotiated an agreement and scope of work based on RMA's proposal, and a copy of the draft Consulting Services Agreement, including scope of work, is provided in Attachment 1. The total cost estimate by RMA is \$112,000, with a contingency of \$15,000 for optional tasks including adding additional sites to the design project.

Financial Impact

On-site retrofit design and construction costs are being accelerated as much as possible to increase potential for eligibility for 25% federal grant monies. Total on-site design and construction retrofits costs are estimated at approximately \$450,000 for the North Service Area and \$925,000 for the South Service Area. The combined costs of approximately \$1.35 M will be partially offset by the recent Prop 84 grant award to NMWD of \$433,000. Under the best case scenario, 25% of the remaining costs could be reimbursed from both ARRA and WaterSmart Grants leaving a balance of approximately \$700,000. Of the remaining \$700,000, about 50% would be eligible for SRF loans (for those on-site retrofits on public property) and the balance would need to be paid from District reserve funds.

RECOMMENDATION

The Board authorize the General Manager to execute an agreement with Russ Mitchell and Associates, INC. for a not-to-exceed fee of \$112,000 plus a contingency of \$15,000.

DRAFT AGREEMENT FOR CONSULTING SERVICES

The following is an agreement between **North Marin Water District**, hereinafter "**NMWD**", and Russ Mitchell and Associates, INC., hereinafter, "**Consultant**".

WHEREAS, Consultant is a duly qualified consulting firm, experienced in performing recycled water onsite retrofit design work,

WHEREAS, in the judgement of the Board of Directors of the NMWD, it is necessary and desirable to employ the services of the Consultant for the Recycled Water Onsite Retrofit Project (RWORP) Task 2.

NOW, THEREFORE, in consideration of the mutual covenants contained herein, the parties hereto agree as follows:

PART A -- SPECIFIC PROVISIONS:

1. DESCRIPTION OF SERVICES AND PAYMENT: Except as modified in this agreement, the services to be provided and the payment schedule are:

- a. The Scope of Work covered by this agreement shall be that specified in Attachment A of this agreement.
- b. The fee for the work shall be on a time and expense (T & E) basis utilizing the Consultant's Design Labor Hours/Cost Estimate sheet included as Attachment B of this agreement and shall not exceed \$112,000 without prior written authorization by NMWD. Contingency for optional tasks, if approved by NMWD, may not exceed \$15,000.
- c. Invoices for work completed shall be submitted to NMWD as costs per retrofit site, separated between North and South Service Area, and Public and Private Ownership, as identified by NMWD.

PART B -- GENERAL PROVISIONS

1. ASSIGNMENT/DELEGATION: Except as above, neither party hereto shall assign, sublet or transfer any interest in or duty under this agreement without written consent of the other, and no assignment shall be of any force or effect whatsoever unless and until the other party shall have so consented.

2. STATUS OF CONSULTANT: The parties intend that the Consultant, in performing the services hereinafter specified, shall act as an independent contractor and shall have the control of the work and the manner in which it is performed. The Consultant is not to be considered an agent or employee of NMWD, and is not entitled to participate in any pension plan, insurance, bonus or similar benefits NMWD provides its employees.

3. INDEMNIFICATION: NMWD is relying on the professional ability and training of the Consultant as a material inducement to enter into this agreement. The Consultant hereby warrants that all its work will be performed in accordance with generally accepted professional practices and standards, as well as the requirements of applicable federal, state and local laws, it being understood that neither acceptance of the Consultant's work by NMWD nor Consultant's failure to

perform shall operate as a waiver or release.

- a. With respect to professional services under this agreement, Consultant shall assume the defense of and defend NMWD, its directors, officers, agents, and employees in any action at law or in equity in which liability is claimed or alleged to arise out of, pertain to, or relate to, either directly or indirectly, the intentional or willful misconduct, recklessness, or negligent act, error, or omission of Consultant (or any person or organization for whom Consultant is legally liable) in the performance of the activities necessary to perform the services for District and complete the task provided for herein. In addition, Consultant shall indemnify, hold harmless, and release NMWD, its directors, officers, agents, and employees from and against any and all actions, claims, damages, disabilities or expenses, including attorney's fees and witness costs, that may be asserted by any person or entity including the Consultant, arising out of, pertaining to, or relating to, the negligent acts, errors or omissions, recklessness, or intentional or willful misconduct of the Consultant (or any consultant or subcontractor of Consultant) in connection with the activities necessary to perform the services and complete the task provided for herein, but excluding liabilities due to the sole negligence or willful misconduct of NMWD.
- b. With respect to all other than professional services under this agreement, Consultant shall indemnify, hold harmless, release and defend NMWD, its agents and employees from and against any and all actions, claims, damages, disabilities or expenses, including attorney's fees and witness costs that may be asserted by any person or entity, including the Consultant, arising out of or in connection with the activities necessary to perform those services and complete the tasks provided for herein, but excluding liabilities due to the sole negligence or willful misconduct of NMWD.

This indemnification is not limited in any way by any limitation on the amount or type of damages or compensation payable by or for the NMWD or its agents under workers' compensation acts, disability benefit acts or other employee benefit acts.

4. PROSECUTION OF WORK: The execution of this agreement shall constitute the Consultant's authority to proceed immediately with the performance of this contract. Performance of the services hereunder shall be completed by July 15, 2012, provided, however, that if the performance is delayed by earthquake, flood, high water or other Act of God or by strike, lockout or similar labor disturbance, the time for the Consultant's performance of this contract shall be extended by a number of days equal to the number of days the Consultant has been delayed.

5. METHOD AND PLACE OF GIVING NOTICE, SUBMITTING BILLS AND MAKING PAYMENTS: All notices, bills and payment shall be made in writing and may be given by personal delivery or by mail. Notices, bills and payments sent by mail should be addressed as follows:

North Marin Water District
P.O. Box 146
Novato, CA 94948
Attention: Ryan Grisso

Consultant: Russ Mitchell and Associates, INC.
2760 Camino Diablo
Walnut Creek, CA 94597
Attn: Chris Mitchell

and when so addressed, shall be deemed given upon deposit in the United States Mail, postage prepaid. In all other instances, notices, bills and payments shall be deemed given at the time of actual delivery. Changes may be made in the names and addresses of the person to whom notices, bills and payments are to be given by giving notice pursuant to this paragraph.

6. MERGER: This writing is intended both as the final expression of the agreement between the parties hereto with respect to the included terms of the agreement, pursuant to California Code of Civil Procedure Section 1856 and as a complete and exclusive statement of the terms of the agreement. No modification of this agreement shall be effective unless and until such modification is evidenced by a writing signed by both parties.

7. SEVERABILITY: Each provision of this agreement is intended to be severable. If any term of any provision shall be determined by a court of competent jurisdiction to be illegal or invalid for any reason whatsoever, such provision shall be severed from this agreement and shall not affect the validity of the remainder of the agreement.

8. TERMINATION: At any time and without cause the NMWD shall have the right in its sole discretion, to terminate this agreement by giving written notice to the Consultant. In the event of such termination, NMWD shall pay the Consultant for services rendered to such date.

9. TRANSFER OF RIGHTS/OWNERSHIP OF DATA: The Consultant assigns to NMWD all rights throughout the work in perpetuity in the nature of copyright, trademark, patent, and right to ideas, in and to all versions of any plans and specifications, reports and document now or later prepared by the Consultant in connection with this contract.

The Consultant agrees to take such actions as are necessary to protect the rights assigned to NMWD in this agreement, and to refrain from taking any action which would impair those rights. The Consultant's responsibilities under this contract will include, but not be limited to, placing proper notice of copyright on all versions of any plans and specifications, reports and documents as NMWD may direct, and refraining from disclosing any versions of the reports and documents to any third party without first obtaining written permission of NMWD. The Consultant will not use, or permit another to use, any plans and specifications, reports and document in connection with this or any other project without first obtaining written permission of NMWD.

All materials resulting from the efforts of NMWD and/or the Consultant in connection with this project, including documents, reports, calculations, maps, photographs, computer programs, computer printouts, digital data, notes and any other pertinent data are the exclusive property of NMWD. Re-use of these materials by the Consultant in any manner other than in conjunction with activities authorized by NMWD is prohibited without written permission of NMWD.

Consultant shall deliver requested materials to NMWD in electronic format including but not limited to engineering plans (AutoCad, current edition) and specifications (MS Word, current edition).

10. COST DISCLOSURE: In accordance with Government Code Section 7550, the Consultant agrees to state in a separate portion of any report provided NMWD, the numbers and amounts of all contracts and subcontractors relating to the preparation of the report.

11. NONDISCRIMINATION: The Consultant shall comply with all applicable federal, state and local laws, rules and regulations in regard to nondiscrimination in employment because of race, color, ancestry, national origin, religion, sex, marital status, age, medical condition or physical handicap.

12. EXTRA (CHANGED) WORK: Extra work may be required. The Consultant shall not proceed nor be entitled to reimbursement for extra work unless it has been authorized, in writing, in advance, by NMWD. The Consultant shall inform the District as soon as it determines work beyond the scope of this agreement may be necessary and/or that the work under this agreement cannot be completed for the amount specified in this agreement. Said review shall occur before consultant incurs 75% of the total fee approved for any phase of the work. Failure to notify the District shall constitute waiver of the Consultant's right to reimbursement.

13. CONFLICT OF INTEREST: The Consultant covenants that it presently has no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of its services hereunder. The Consultant further covenants that in the performance of this contract no person having any such interest shall be employed.

14. INSURANCE REQUIREMENTS FOR CONSULTANTS

Consultant shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the consultant, his agents, representatives, employees or subcontractors.

Minimum Scope of Insurance

Coverage shall be at least as broad as:

1. Commercial General Liability coverage
2. Automobile Liability
3. Workers' Compensation insurance as required by the State of California.
4. Professional Liability insurance appropriate to the consultant's profession. Architects' and engineers' coverage is to be endorsed to include contractual liability.

Minimum Limits of Insurance

Consultant shall maintain limits no less than:

1. General Liability (including operations, products and completed operations.): **\$1,000,000** per occurrence for bodily injury, personal injury and property damage. If Commercial General Liability Insurance or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to this project/location or the general aggregate limit shall be twice the required occurrence limit.
2. Automobile Liability: **\$1,000,000** per accident for bodily injury and property damage.
3. Workers' Compensation Insurance: as required by the State of California.
4. Professional Liability, **\$1,000,000** per occurrence.

Verification of Coverage

Consultant shall furnish the District with original certificates and amendatory endorsements effecting coverage required by this clause. All certificates and endorsements are to be received and approved by the District before work commences. The District reserves the right to require at any time complete and certified copies of all required insurance policies, including endorsements affecting the coverage required by these specifications.

Subcontractors

Consultant shall include all subcontractors as insureds under its policies or shall furnish separate certificates and endorsements for each subcontractor to the District for review and approval. All coverage for subcontractors shall be subject to all of the requirements stated herein.

Self-Insured Retentions

Any self-insured retentions must be declared to and approved by the District. At the option of the District, either: the insurer shall reduce or eliminate such self-insured retentions as respects the District, its officers, officials, employees and volunteers; or the Consultant shall provide a financial guarantee satisfactory to the District (such as a surety bond) guaranteeing payment of losses and related investigations, claim administration, and defense expenses.

Other Insurance Provisions

The commercial general liability and automobile liability policies are to contain, or be endorsed to contain, the following provisions:

1. The District, its officers, officials, employees, and volunteers are to be covered as insureds with respect to liability arising out of automobiles owned, leased, hired or borrowed by or on behalf of the Consultant.
2. For any claims related to this project, the Consultant's insurance coverage shall be primary insurance as respects the District, its officers, officials, employees, and volunteers. Any insurance or self-insurance maintained by the District, its officers, officials, employees, or volunteers shall be excess of the Consultant's insurance and shall not contribute with it.
3. Each insurance policy required by this clause shall be endorsed to state that coverage shall not be canceled by either party, except after thirty (30) days' prior written notice by certified mail, return receipt requested, has been given to the District.

Acceptability of Insurers

Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A:VII.

15. DISPUTE RESOLUTION: Any dispute or claim in law or equity between District and Consultant arising out of this agreement, if not resolved by informal negotiation between the parties, shall be mediated by referring it to the nearest office of Judicial Arbitration and Mediation Services, Inc. (JAMS) for mediation. Mediation shall consist of an informal, non-binding conference or conferences between the parties and the judge-mediator jointly, then in separate caucuses wherein the judge will seek to guide the parties to a resolution of the case. If the parties cannot agree to mutually acceptable member from the JAMS panel of retired judges, a list and resumes of available mediators numbering one more than there are parties will be sent to the parties, each of whom will strike one name leaving the remaining as the mediator. If more than one name remains, JAMS arbitrations administrator will choose a mediator from the remaining names. The mediation process shall continue until the case is resolved or until such time as the mediator makes a finding that there is no possibility of resolution.

At the sole election of the District, any dispute or claim in law or equity between District and Consultant arising out of this agreement which is not settled through mediation shall be decided by neutral binding arbitration and not by court action, except as provided by California law for judicial review of arbitration proceedings. The arbitration shall be conducted in accordance with the rules of Judicial Arbitration Mediation Services, Inc. (JAMS). The parties to an arbitration may agree in writing to use different rules and/or arbitrators.

16. BILLING AND DOCUMENTATION: The Consultant shall invoice NMWD for work performed on a monthly basis and shall include a summary of work for which payment is requested. The invoice shall state the authorized contract limit, the amount of invoice and total amount billed to date. The summary shall include time and hourly rate of each individual, a narrative description of work accomplished, and an estimate of work completed to date.

17. REASONABLE ASSURANCES: Each party to this agreement undertakes the obligation that the other's expectation of receiving due performance will not be impaired. When reasonable grounds for insecurity arise, with respect to performance of either party, the other may, in writing, demand adequate assurance of due performance and until the requesting party receives such assurance may, if commercially reasonable, suspend any performance for which the agreed return has not been received. "Commercially reasonable" includes not only the conduct of the party with respect to performance under this agreement but also conduct with respect to other agreements with parties to this agreement or others. After receipt of a justified demand, failure to provide within a reasonable time, not to exceed 30 days, such assurance of due performance as is adequate under the circumstances of the particular case is a repudiation of this agreement. Acceptance of any improper delivery, service, or payment does not prejudice the aggrieved party's right to demand adequate assurance of future performance.

**NORTH MARIN WATER DISTRICT
"NMWD"**

Dated: _____

Chris DeGabriele, General Manager

**Russ Mitchell and Associates, INC.
"CONSULTANT"**

Dated: _____

Attachment A: DRAFT Scope of Work

Task 1 – Retrofit Site Design

The subtasks associated with retrofit design of these sites are described below. It should be noted that each site may differ in the issues to be addressed. The sites listed for design in this Scope of Work (SOW) are listed in the Project Cost Estimate section. Design assumptions are listed at the end of the document:

- **Task 1.1 – Coordinate with Site Supervisor/North Marin Water District (NMWD):**
Consultant shall make contact with the representative for the site, in coordination with NMWD staff. For this subtask, Consultant shall:
 - Arrange to meet site contact/landscaper/etc. on site to discuss specifics about the site, system operation, and known issues.
 - Obtain available/applicable plans from the site representative.
 - Establish how and when it is permissible to be on-site.

- **Task 1.2 – Create Base Map:**
For this subtask, Consultant shall create a base map of both the site and the irrigation system in AutoCAD.

- **Task 1.3 – Initial Site Survey:**
For this subtask, Consultant shall:
 - Survey retrofit site and document all irrigation water features and domestic water features on site exterior.
 - This initial site survey is intended to verify the accuracy of existing plans, complete the base map, and provide a basis for the subsequent detailed survey, which is described in Task 1.4.
 - For sites where plans are not available, this initial site survey will locate visible irrigation system and potable water appurtenances.

- **Task 1.4 – Detailed Survey of Existing Irrigation System:** Consultant shall perform a detailed survey of the existing irrigation system which is expected to include:
 - Determining the extent of the irrigation system boundaries.
 - Determining the water source for irrigation/bathrooms/drinking fountains/hose bibs.
 - Where possible, Consultant will conduct a portion of the cross-connection test to verify the water source to specific features.
 - Taking pressure readings to determine the existing pressure supplied to the site.
 - Determine suitable location for recycled water meter and point of connection to existing irrigation system.
 - Determine preferred irrigation system tie-in point and potable water connection removal.
 - Locate recycled water advisory signs.

- Perform irrigation hydraulic analysis and design calculations for new customer piping ensuring that retrofit system will adequately satisfy existing irrigation system requirements.
 - If needed, perform irrigation control system design work if existing controllers require relocation or modifications.
 - If applicable, specify rehabilitation of existing facilities and landscaping projected to be damaged during construction.
- **Task 1.5 – Prepare Draft (75%) Design Drawings:** Consultant shall incorporate the results of Tasks 1.1 through 1.4 into the 75% design drawings. The 75% design drawings will conform to the requirements of Titles 22 and 17 of the California Code of Regulations relating to recycled water use, the “Guidelines for the On-Site Retrofit of Facilities Using Disinfected Tertiary Recycled Water” (AWWA, California-Nevada Section, 1997), and all applicable Federal, State, and local plumbing codes for the use of recycled and potable water systems. The design drawings will also conform, as applicable, to the District Standard Specifications, Section 15152 Recycled Water Facilities (Onsite) in the Title 22 Engineers Report, Appendix B.

The 75% design drawing will be the site plan drawing, and encompass all of the work completed as Tasks 1.1 through 1.4 for that site; along with design intent for where the recycled water will connect to the system and the potable water will be disconnected from the system. The point of connection and details will be included in the draft (95%) final design drawings (Task 1.6), including backflow protection devices for the remaining potable water supply, if applicable. As available, other components of the draft design drawings may include:

- Detail new Point of Connection (POC) and separation of old POC in the design drawing.
- Site specific details.

The 75% design drawings will be submitted to NMWD for review and comment as 11” X 17” electronic PDFs.

- **Task 1.6 – Prepare Final Design Drawings:** Consultant will take the 75% design drawings, add the appropriate details and content to bring it to a biddable and complete state, incorporate NMWD comments, provide QA/QC for the drawings, and submit the final design drawings. Additionally, Consultant shall:
 - Provide QA/QC of detailed design drawings prepared by Consultant
 - Include all technical information required for the contractor to bid and construct the project will be contained within the drawings. No technical specifications will be prepared. Additional bidding documents (i.e. “Front-End Specifications) will be prepared at the discretion of NMWD.

The draft final design will be submitted to NMWD for review. NMWD will provide comments to the Final Design Drawings and consultant will incorporate into the final design. The final design drawings will be submitted to NMWD as an electronic copy in both AutoCAD and PDF formats.

- **Task 1.7 – Construction Cost Estimates:** Consultant shall prepare construction cost estimates as soon as possible in the design process. The NMWD may choose to stop all design work on a particular site based on the potential cost of the construction.
- **Task 1.8 – CDPH Submittal and Coordination:** If requested by NMWD, Consultant shall attend a meeting with CDPH to discuss the retrofit project, desired content for the submittals, and the expected review timeline. The intent of this meeting will be to facilitate subsequent plan review by CDPH.

Following completion of the final design drawings (Task 1.6), drawings will be submitted to CDPH in groups of between 5 and 10 sites. Drawings will be grouped by the North and South Service areas, and in accordance with the needs or requests of NMWD. Comments from the CDPH on the final design drawings will be incorporated into the bid set drawings distributed for advertisement either by Addendum or by preparing a conformed drawing set that incorporates the CDPH comments.

- **Task 1.9 – Bid Package and Right of Entry Design Drawings:** Following DPH approval, or at NMWD request, consultant shall produce design drawing packets in biddable format with the site's grouped at NMWD direction. Consultant shall also produce an individual design drawing for each site for inclusion into the Right of Entry Agreement with the property owner.
- **Task 1.10 – Schedule Tracking:** Consultant is to provide NMWD monthly updates (or additional updates as needed) on the project schedule.
 - Consultant shall prepare an initial project schedule for each of the Task 2 Retrofit sites. Schedule shall group sites by the North and South Service Areas.
 - Monthly, Consultant shall update the project schedule, and update NMWD on the design status and schedule issues relating to each retrofit.
- **Task 1.11 – Cost Tracking:** Consultant shall provide a monthly update on the project costs. These monthly updates shall include the following:
 - Prepare monthly retrofit design cost updates per site.
 - Specify any issues or foreseeable tasks, or out of scope work that may cause a certain site to require more hours than estimated on the Labor Hours table.
 - Identify status of base bid costs, optional services needs, and other factors that may impact the overall project budget.

Task 2 – Pump Station Evaluation and Design (Optional):

This optional task will only be performed after written approval from NMWD for each site.

- **Task 2.1: Evaluation of Existing Pump Stations and Design**

- Inspect and verify type of pump and pump operational requirements.
 - Determine if existing pump will be sufficient to remain in operation after the retrofit is complete.
 - Provide pump design or pump modification specifications in the retrofit design package as a construction option where pump designs are needed.
- **Task 2.2: Design of New Pump Stations**
 - Determine if retrofit requires the installation of a new pump station or modification of an existing pump station
 - Provide pump station specifications including pump size, type, and all other necessary information needed for advertisement.
 - Design of structural, electrical, civil, mechanical, and controls required for pump station.
 - Provide pump design or pump modification specifications in the retrofit design package as a construction option where pump designs are needed

Task 3 – Retrofit Design work for Additional Sites (Optional). This optional task will only be performed after written approval from NMWD for each site.

- **Task 3.1: Additional Retrofit Site Design:** Perform Task 1.1 through Task 1.11 for additional sites identified by NMWD.

Assumptions and General Understanding

Assumptions

- Recycled water infrastructure will be extended by NMWD as detailed in the pipeline design drawings and schematics provided to Consultant by NMWD.
- Clustered pump stations are not included in the base scope of work for this project.
- Topographic survey services are not required. Consultant will perform a site survey based on aerial photos, site visits, and available plans.
- Retrofit design drawings will be prepared based on Consultant's standard AutoCAD format.
- No new treatment processes or chemical handling facilities are required for this project.
- Similar design details and Consultant standard formats will be utilized for all project submittals.
- NMWD will perform construction advertising and bidding.

Retrofit Sites – General Understanding

This section includes a general understanding of what Consultant knows and believes to be the situation for each retrofit design included in Task 1. Information common to many or all retrofits is summarized below.

- Recycled water will be provided to these sites exclusively for exterior landscape irrigation and other approved uses noted in the Title 22 Engineers Report approved by CDPH in August 2011.
- In general, the irrigation system operation will not be upgraded or modified other than to change the water source and other standard point of connection appurtenances, other than what is specifically identified for individual sites.
- Recycled water services will be provided to the locations generally identified on the NMWD recycled water pipeline drawings.
- Recycled water services are to be sized based on meter sizes presented in Hamilton Area Table, and based on the design drawings for the North Service Area.
- Pump stations for the South Service Area are assumed to be required for selected sites to bring pressure at pump discharge to a minimum of 40 psi.
- All connections between potable water and irrigation systems will be removed. Examples of connections that will be removed include restrooms, drinking fountains, decorative fountains draining to storm drains, and existing potable water service(s).
- All sites to include locating of recycled water advisory signs and inclusion of standard details for all tagging and labeling.
- All potable water services without backflow preventers at sites that are to receive recycled water will be designed to add a backflow preventer to the potable water service.
- All potable water fire services at sites that are to receive recycled water are assumed to already have a double check backflow preventer.
- Consultant will work with the NMWD-provided site contact to discuss the operation of the current irrigation system and to obtain design plans.
- Design plans will be prepared with the intent of (1) obtaining CDPH approval of the design plans, (2) bidding the design plans to contractors and (3) inclusion as an attachment to the Right of Entry Agreement with the property owner.
- All cluster pump stations should be coordinated with the recycled water distribution pipeline design.

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MEMORANDUM

To: Board of Directors
From: David L. Bentley, Auditor-Controller
Subj: Revision to Interdistrict Loan Policy
t:\acl\word\memo\12\interdistrict loan policy revision.docx

February 3, 2012

RECOMMENDED ACTION: Approve

FINANCIAL IMPACT: Additional \$8,000/Year Charge paid by WM Water to Novato Water

The Interdistrict Loan Policy allows funds to be loaned from the Novato improvement district to the other improvement district's at an interest rate equal to the rate earned on the District treasury (0.44% at 12/31/11) plus \$50 per month for administrative (accounting) costs. The \$8 million 3.53% APR loan to finance the Aqueduct Energy Efficiency Project increased the weighted average interest rate paid on Novato improvement district debt to 2.8%¹. Novato ratepayers should receive no less than their cost of funds for loans made to the smaller improvement Districts.

Staff Recommendation:

Revise the Interdistrict Loan Policy to charge the higher of the investment portfolio earnings rate or the weighted average interest rate on Novato improvement district debt.

INTERDISTRICT LOAN POLICY

Effective: 1995
Last Revision 5/2/06

In the event an improvement district expends all of its Undesignated Funds, it shall borrow funds from its Board Designated Fund reserves to meet ongoing requirements. In the event an improvement district expends all of its Board Designated Fund reserves, it may receive a loan from the Novato Improvement District in an amount sufficient to meet its ongoing requirements. Restricted Funds shall not be used to finance ongoing operating expenses.

No interest shall be paid by an improvement district on funds borrowed from its improvement district's Board Designated Fund reserves. Interest on loans from the Novato Improvement District shall be paid by the recipient district to the Novato district based upon the outstanding loan balance at the close of the previous accounting period.

Interest shall be calculated at the higher of:

- the weighted average interest rate of Novato improvement district debt (2.8% at 12/31/11); or,
- the average interest rate earned on the District treasury since the close of the previous accounting period;
- plus \$50 per month.

Description	Issue Date	Rate	Final Pmt	6/30/12 Outstanding Balance
EDA Loan	1977	5.00%	7/1/17	\$93,437
SRF Loan - STP	2004	2.39%	7/1/29	\$14,521,404
AEEP Loan	2011	3.53%	10/27/31	\$7,812,332
Weighted Avg Rate		2.80%		\$22,427,173

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MEMORANDUM

To: Board of Directors

February 3, 2012

From: Ryan Grisso, Water Conservation Coordinator *RG*

Subject: Water Conservation Mid-Year Update (July-December 2011)

\\nmwdsrv1\water conservation\Memos to Board\Quarterly Reports\Mid Year Reports\Water Conservation FY 2011_2012 MID Year Report.doc

RECOMMENDED ACTION: Information

FINANCIAL IMPACT: None

Water Conservation:

This memo provides an update on water conservation activities implemented during the first half of Fiscal Year 2011/2012 (FY 12). The District Water Conservation and Public Outreach Programs are operated according to the Water Conservation Master Plan approved in June 2008 and are currently compliant with the California Urban Water Conservation Council's Best Management Practices. Water Conservation participation numbers for the first half of the current and previous two fiscal years are summarized in Table 1 below.

Table 1: Water Conservation Program Participation (July through December)

Program	FY12	FY11	FY 10
Water Smart Home Surveys	154	251	185
Water Smart Commercial Surveys	1	14	35
High Efficiency Toilet Rebates (Residential)	117	327	344
High Efficiency Toilet Rebates (Commercial)	2	50	12
Retrofit on Resale (Dwellings Certified)	126	146	169
High Efficiency Washing Machine Rebates	164	246	228
Cash for Grass Rebates	27 ¹	25	66
Water Smart Landscape Rebates	4	10	21
Smart Irrigation Controller Rebates (Residential)	2	0	2
Smart Irrigation Controller Replacement (Commercial)	0	0	18
New Development Sign-offs (Residential)	5	15	72
New Development Sign-offs (Commercial)	8	9	9
Large Landscape Audits (Number of accounts)	0	1	12
Large Landscape Budgets (Number of accounts)	435	435	433

¹ Cash for Grass participants removed 18,860 square feet of turf.

Water Conservation program participation has decreased when compared to last fiscal year. Staff feels that economic factors in combination with rebate level reduction has caused the drop in participation.

Water Conservation Programs

Water Smart Home Survey (WSHS) Program: This program is the cornerstone of the Residential Water Conservation Program and provides the customer with an in-depth analysis of both their indoor and outdoor water use. The WSHS Program not only allows conservation staff to gain access to the home to perform a water use analysis and make water efficient recommendations for customers to implement, but also provides staff with an opportunity to present applicable rebate programs to which the participating customer may be eligible for Cash for Grass and Smart Controller Rebate Programs. WSHS participation has dipped slightly, with 154 WSHS completed during this half of FY 12, compared to 251 and 185 completed in the first half of the previous years. This decrease is related to a staff transition during this period and there was not a big marketing push for the surveys as a result.

Water Conservation Fixture Distribution: Staff continues to distribute water conserving fixtures at the front counter of the District Administration Building, on service calls and WSHS, and at various public outreach events (Novato Farmer's Market). Fixtures include 2.0 gallon per minute (GPM) showerheads, 1.0 and 0.5 GPM sink aerators, hose nozzles (when available) and other related items. The District also offers commercial establishments installation of 0.5 GPM sink aerators on all hand-washing sinks when conducting a Water Smart Commercial Survey.

High Efficiency Toilet (HET) Replacement Program: The District provides \$75 rebates for residential customers and \$100 for commercial customers, for purchase and installation of qualified HETs. During the first half of FY 12, the District rebated 117 residential HETs and only one commercial HET. Pini Hardware and Home Depot displays are almost solely qualified HET models (1.28 gallons per flush) and other retail vendors are also displaying an ever increasing percentage of HETs. The decrease in participation could be related to the drop in rebate level. Once the lower rebate level settles in, hopefully we will see a rebound in participation numbers.

Retrofit on Resale: The District currently requires toilets, showerheads, and bathroom sinks to be retrofitted to meet current water conservation standards by the seller before the close of escrow of any property sold in the District service area. HET rebates are available (although HETs are not required) and fixtures (showerheads and sink aerators) are free to customers to help ease any potential financial hardships from the requirement. During the first half of FY 12, the District received certificates for 126 dwellings.

High Efficiency Clothes Washer Rebate Program: The District currently offers rebates for qualified high efficiency clothes washing machines through the Sonoma-Marín High Efficiency Clothes Washer Program, with rebates paid directly by the District. During the first half of FY 12 the District rebated 164 clothes washing machines through the program.

Cash for Grass Rebate Program: The District's longest active rebate program, for removing irrigated turf and replacing with low water use landscaping, is still running strong. Pre-inspection levels remain consistent, and participation has slightly increased in the first half of FY 12 compared to FY 11, with the District rebating 27 Cash for Grass projects for a total of 18,860 square feet of turf removed.

Water Smart Landscape Rebate Program: The District currently rebates a percentage of equipment costs (up to \$100) for landscape efficiency upgrade projects such as spray to drip irrigation conversions, and high volume spray head to low volume multi-stream rotating spray head conversions. In the first half of FY 12, the District rebated 4 projects.

Water Smart Irrigation Controller Rebate Program: Rebates are available for purchase, installation and activation of District approved Smart Irrigation Controllers (Smart Controllers) at a minimum level of \$200, or \$25 per active station, up to \$1,000. In the first half of FY 12, two smart controllers were rebated. This program has historically attracted little customer interest; however, staff will continue to market the program and outreach to the irrigation supply stores who may not be pushing the program due to lack of comparable rebate programs from surrounding utilities.

Large Landscape Water Conservation Program: The Large Landscape Water Conservation Program consists of the Large Landscape Audit Program, the Large Landscape Budget Program, Water Smart Controller Rebate Program (previously covered in the Water Smart Irrigation Controller Rebate Program section) and the Large Landscape Water Smart Landscape Efficiency Rebate Program. All programs are aimed at assisting large landscape accounts (dedicated irrigation and large mixed use meters) to become more water use efficient in their landscape water management practices. The large landscape activities of FY 12 through the mid-year focused heavily on gaining support and acceptance for conversion to recycled water, with continued maintenance of the water budget program. With willing customer participation, staff expects to complete five to ten large landscape audits in the second half of the FY.

Commercial Water Conservation Program: The Commercial Water Conservation Program currently offers the HET Rebate Program (previously covered in the High Efficiency Toilet Replacement Program), Water Smart Commercial Survey (WSCS), and a High Efficiency Washing Machine Rebate. In the first half of FY 12, staff completed 1 WSCS and rebated 2 Commercial HETs.

Public Outreach and Conservation Marketing

In the Water Conservation Master Plan 2008, the District committed to continuing a comprehensive outreach program aimed at alerting customers to water supply issues and water conservation programs. In the first half of FY 12, the District produced the fall issue of "*Water Line*", and the District staffed numerous Farmer's Market Events. Staff continued to update the District website and Facebook page with the latest information on water conservation. Staff is also working on a series of videos to be posted on a District YouTube page. The first four video topics include District Overview, Water Supply, Water Production and Water Quality.

Budget

Table 2 summarizes the mid-year expenditures between the last three fiscal years (July-December). The drop in expenditures in FY12 compared to FY11 is directly related to the decrease in program participation and rebate value reduction initiated in July 2011.

Table 2: Water Conservation and Public Outreach Expenditures (July-December)

	FY 12	FY 11	FY 10
Total Budget	\$400,000	\$500,000	\$500,000
July-December Expenditures	\$136,555	\$196,325	\$260,375

14

MEMORANDUM

To: Board of Directors

Date: February 3, 2012

From: Drew McIntyre, Chief Engineer



Subject: Mid-Year Progress Report – Engineering Department

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The purpose of this memo is to provide a mid-year status report to the Board on the District's performance in completing budgeted FY11-12 Capital Improvements Projects (CIP) with a primary emphasis on planned (i.e., baseline) versus actual performance. The following information supplements the progress report summary provided to the Board each month.

SUMMARY

<u>Service Areas</u>	<u>Project Costs</u>		<u>% Complete</u>		<u>Earned Value (\$)</u>	
	Budget (\$)	Forecast (\$)	Planned	Actual	Planned	Actual
Novato Water	4,286,000	2,329,000	35	33	1,791,350	784,750
Novato Recycled	5,125,000	6,725,000	50	38	2,562,500	2,662,500
West Marin	531,000	243,000	52	51	238,650	78,000
TOTAL	9,942,000	9,297,000	46	41	4,592,500	3,525,250

The above table summarizes the detailed tabulation of CIPs for both Novato (including Recycled Water) and West Marin (including Oceana Marin) systems provided in Attachment A. The above tabulation shows that year-end Novato CIP expenditures are forecast to be approximately \$1,957,000 below and \$1,600,000 above the respective approved FY11-12 budgets for water and recycled water. The year-end forecast for all service areas combined above represents approximately 94% of combined budgets (versus a forecast of 67% at this time last year). For the Novato Water system, actual District performance in completing CIP projects (i.e., 33%) is slightly below planned performance (i.e., 35%). Actual performance for the Novato Recycled Water system is also below (i.e., 38%) planned performance for project completion (i.e., 50%). With respect to West Marin (including Oceana Marin), year-end CIP expenditures of \$243,000 are forecast to be significantly below (i.e., 48%) the approved FY11-12 budget value (versus a forecast of 92% at this time last year). Planned performance through mid-year for West Marin was projected to be 52% and actual completion performance is at 51%. Overall, for the Novato Water, Novato Recycled Water and West Marin water systems, actual performance is slightly below (i.e., 41%) planned performance (i.e., 46%).

Performance Status for Improvement Projects

A detailed milestone schedule update is provided in Attachment B. As shown on the following table (Page 3), a total of 39 projects (versus 49 in FY 10-11) were originally budgeted in FY11-12 for the Novato, West Marin and Oceana Marin service areas. Four projects have been added and two projects have been deferred resulting in a new total of 41 projects. Of the 41 Capital Improvement Projects budgeted, 20 (versus 32 in FY 10-11) are under the lead responsibility of the Engineering Department for completion (18 in Novato and 2 in West Marin). The remaining 21

(versus 26 in FY 10-11) CIP projects are under the responsibility of the other departments (i.e., 10 – Maintenance, 9 – Operations and 2 – Construction) (Refer to the tabulation in Attachment A for a complete line item listing).

Novato Water Service Area Project Costs Variances

As shown in Attachment A, the vast majority of FY11-12 Novato Water CIPs are currently projected to be completed at or below original budget. Note that three project overruns are being predicted, one of which is for the already discussed the So. Novato Blvd. Main Break Repair project, the other two are the Stafford Dam Apron Repairs and the Pacheco Tank C12 Mixing System projects.

Three new projects have been added to date: PB Replacements – Glen Hill Ct / Bird Ct / Kenwood Ct., Indian Valley Rd – City Improvements and Crest Tank No. 1 Recoat at a combined cost of \$256,000 as summarized in Attachment A.

Novato Recycled Water Service Area Project Costs Variances

As shown in Attachment A, expenses for two of the three FY11-12 Novato Recycled Water CIPs are currently projected to be at or below original budget. Actual expenses for the Recycled Water North Service Area project are above budget due to the accelerated schedule. No recycled water projects have been added or deferred during the second quarter.

West Marin Service Area (including Oceana Marin) Project Costs Variances

All of the FY11-12 West Marin projects are currently projected to be completed within the original budget except for the Pt. Reyes Well No. 3 Replacement project. An update of which was provided to the Board at the January 17, 2012 meeting.

One new project has been added in West Marin to date: Retaining Wall Repair at PRE Tank #2 for a cost of \$16,000.

Engineering Department Labor Hours

The Engineering Department provides a multitude of functions supporting overall operation, maintenance and expansion of water facilities. The major work classifications are: (1) General Engineering, (2) Developer Projects and (3) District (i.e., CIP) Projects. Out of the approximately 13,990 engineering labor hours available annually (less Conservation), the FY11-12 labor budget for Developer Projects and District Projects is 1,393 (10% of total) and 5,564 (40% of total), respectively. A chart of actual hours expended versus budgeted hours for both Developer and District projects during FY11-12 is provided in Attachment C. At the end of the second quarter, actual engineering labor hours expended for Developer work was 33% (460 hours) versus 50% (697 hours) budgeted. With respect to District Projects, 2,888 engineering labor hours (52% of budget) has been expended on CIPs when compared against a second quarter estimate of 2,782 hours (50% of budget).

FY 11-12
 IMPROVEMENTS PROJECTS

PROJECTS BUDGETED	NOVATO SERVICE AREA	WEST MARIN/ OCEANA MARIN	TOTAL
Original Budget	32	7	39
Added	3	1	4
FY 10-11 Carryover	0	0	0
Deferred/Dropped	2	0	2
Adjusted Budget	33	8	41

FY10-11 CARRYOVER

None

Date Brought to Board

DEFERRED/DROPPED

Novato

STP 18" Transmission Line Assess/Repair

Anode Installations

West Marin

None

First Quarter Report

First Quarter Report

PROJECTS ADDED

Novato

Indian Valley Rd. City Improvements

Crest Tank No. 1 Recoat

PB Repl – Glen Hill Ct / Bird Ct / Kenwood Ct.

First Quarter Report

First Quarter Report

Second Quarter Report

West Marin

Retaining Wall Repair PRE Tank #2

Second Quarter Report

NOVATO SYSTEM CAPITAL IMPROVEMENT PROJECTS SUMMARY FY11-12
AS OF DECEMBER 31, 2011

STATUS ¹	DEPT	ITEM #	PROJECT NO.	DESCRIPTION	PROJECT COSTS		% COMPLETE		EARNED VALUE	
					Budget	Forecast	Baseline	Actual	Planned	Actual
				1. PIPELINE REPLACEMENTS/ADDITIONS						
				1.a.1 STP-18" Transmission Line Assess/Repair - DEFER	\$160,000	\$0	0	0	\$0	\$0
PC	Eng	1		1.a.2 Center Rd Pipeline in Conflict w/Priv Prop	\$60,000	\$60,000	14	5	\$8,400	\$3,000
PC	Eng	2		1.a.3 So. Novato Main Break Repair	\$120,000	\$273,000	50	80	\$60,000	\$218,400
				1.b.1 PB Repl - Cavalla Cay (18)	\$36,000	\$36,000	14	0	\$5,040	\$0
C	Eng	4		1.b.2 PB Repl - Del Oro (26)	\$62,000	\$46,000	33	100	\$17,160	\$46,000
PC	Eng	5		PB Repl - Glen Hill Ct/Kenwood Ct (28)	\$0	\$56,000	10	10	\$0	\$5,600
PC	Eng	6		1.c.1 City Paving Coordination	\$20,000	\$20,000	50	50	\$10,000	\$10,000
				1.c.2 Other Relocations	\$50,000	\$25,000	50	0	\$25,000	\$0
C	Eng	8		Indian Valley Rd - City Improvements	\$0	\$25,000	100	100	\$0	\$25,000
PC	Eng	9		1.d.1-6 AEEP - Hwy 101 Widening	\$2,700,000	\$650,000	50	50	\$1,350,000	\$325,000
				SubTotal	\$3,198,000	\$1,191,000				
				2. SYSTEM IMPROVEMENTS						
PC	Eng	10		2.a Facility Map Database	\$20,000	\$20,000	50	50	\$10,000	\$10,000
PC	Maint	11		2.b System Cathodic Protection Maintenance/Upgrades	\$25,000	\$20,000	50	90	\$12,500	\$18,000
PC	Maint	12		2.c RTU Upgrades	\$15,000	\$15,000	50	50	\$7,500	\$7,500
				2.d Flushing Taps at DCVs or Zone Valves	\$50,000	\$50,000	25	0	\$12,500	\$0
PC	Eng	14		2.e Detector Check Assy Upgrade/Replace	\$75,000	\$75,000	25	5	\$18,750	\$3,750
				2.f Anechoe Installations - DEFER	\$30,000	\$0	0	0	\$0	\$0
PC	Maint	15		2.g Radio Expansion Telemetry Upgrades	\$25,000	\$15,000	50	75	\$12,500	\$11,250
				SubTotal	\$240,000	\$195,000				
				3. BUILDINGS, YARD, & S.T.P. IMPROVEMENTS						
PC	Maint	16		3.a.1 ADA Access Phs I	\$25,000	\$25,000	0	10	\$0	\$2,500
PC	Maint	17		3.a.2 Other Admin Bldg Improvments	\$25,000	\$25,000	50	50	\$12,500	\$12,500
PC	Maint	18		3.b.1 Other Yard Improvements	\$15,000	\$15,000	50	50	\$7,500	\$7,500
PC	Ops	19		3.c.1 Watershed Erosion Control	\$34,000	\$34,000	0	25	\$0	\$8,500
PC	Eng	20		3.c.2 Leveroni Creek Bank Repair	\$130,000	\$30,000	50	50	\$65,000	\$15,000
				3.c.3 STP Data Communication via Radio	\$25,000	\$15,000	50	0	\$12,500	\$0
PC	Const	22		3.c.4 Dam Concrete Apron Repairs	\$10,000	\$30,000	50	70	\$5,000	\$21,000
				3.c.5 STP Discharge/Treatment	\$47,000	\$47,000	50	0	\$23,500	\$0
PC	Ops	24		3.c.6 Spillway Security Improvements	\$25,000	\$25,000	25	10	\$6,250	\$2,500
				3.c.7 Remove Old Transformer/Pole	\$40,000	\$40,000	0	0	\$0	\$0
				3.c.8 STP Emergency Power Generator	\$122,000	\$122,000	25	0	\$30,500	\$0
				SubTotal	\$498,000	\$408,000				
				PROJECT FORECAST REVISED						
1C - Completed				Baseline projects with revised forecast budget increases (indicated by shaded box)						
PC - Partially completed				Baselined projects to be deferred (indicated in strikethru)						
				New projects added (indicated in bold)						
				Prior year projects carried over indicated in italics						

STATUS	DEPT	ITEM #	PROJECT NO.	DESCRIPTION	PROJECT COSTS		% COMPLETE		EARNED VALUE			
					Budget	Forecast	Baseline	Actual	Planned	Actual		
				4. STORAGE TANKS & PUMP STATIONS								
PC	Maint	27		4.a Lynwood PS Motor Control Center	\$275,000	\$275,000	25	10	\$68,750	\$27,500		
PC	Eng	28		4.b Pacheco Tank C12 Mixing System	\$75,000	\$85,000	14	5	\$10,500	\$4,250		
	Eng	29		Crest Tank No. 1 Recoat	\$0	\$175,000	0	0	\$0	\$0		
				SubTotal	\$350,000	\$535,000						
				Novato Water Total	\$4,286,000	\$2,329,000	35	33	\$1,791,350	\$784,750		
				5. RECYCLED WATER FACILITY								
PC	Eng	30		5.a NBWRA Grant Program Administration	\$125,000	\$125,000	50	50	\$62,500	\$62,500		
PC	Eng	31		5.b-h Expansion to North Service Area	\$3,000,000	\$4,600,000	50	50	\$1,500,000	\$2,300,000		
PC	Eng	32		5.i-o Expansion to South Service Area	\$2,000,000	\$2,000,000	50	15	\$1,000,000	\$300,000		
				Novato Recycled Total	\$5,125,000	\$6,725,000	50	38	2,562,500	2,662,500		
				WEST MARIN CAPITAL IMPROVEMENT PROJECT SUMMARY FY11-12								
				AS OF DECEMBER 31, 2011								
STATUS	DEPT	ITEM #	PROJECT NO.	DESCRIPTION	PROJECT COSTS		% COMPLETE		EARNED VALUE			
					Budget	Forecast	Baseline	Actual	Planned	Actual		
				6. West Marin Water System								
				System Improvements								
PC	Ops	33		1.a TP Solids Handling	\$360,000	\$50,000	50	5	\$180,000	\$2,500		
	Ops	34		1.b TP RTU Upgrade	\$20,000	\$20,000	0	0	\$0	\$0		
C	Eng	35		1.c Viento Way Upsizing	\$21,000	\$21,000	100	100	\$21,000	\$21,000		
PC	Ops	36		1.d Pt. Reyes Well #3 Rehab	\$15,000	\$90,000	50	10	\$7,500	\$9,000		
C	Const.	37		Replace Retaining Wall at PRE 2	\$0	\$16,000	100	100	\$0	\$16,000		
					\$416,000	\$197,000						
				7. Oceana Marin Sewer System								
PC	Ops	38		2.a Infiltration Study & Repair	\$15,000	\$15,000	25	90	\$3,750	\$13,500		
C	Maint	39		2.b Tahiti Way Lift Pumps Rebuild	\$20,000	\$16,000	76	100	\$15,200	\$16,000		
PC	Eng	40		2.c Cross Country Sewer Line Rehab	\$80,000	\$15,000	14	0	\$11,200	\$0		
				SubTotal	\$115,000	\$46,000						
				Total West Marin	\$531,000	\$243,000	52	51	\$238,650	\$78,000		
				FY11-12 TOTAL	\$9,942,000	\$9,297,000	46	41	\$4,592,500	\$3,525,250		
				PROJECT FORECAST REVISED								
1C - Completed				Baseline projects with revised forecast budget increases (indicated by shaded box)								
PC - Partially completed				Baselined projects to be deferred (indicated in strikeout)								
				New projects added (indicated in bold)								
				<i>Prior year projects carried over indicated in italics</i>								

FY11_12 IMPROVEMENT PROJECTS

ID	Task Name	Start	Finish	% Complete	1st Quarter			2nd Quarter			3rd Quarter			4th Quarter					
					Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun			
1	1 A PIPELINE REPLACEMENTS/ADDITIONS	Fri 7/1/11	Sat 6/30/12	40%															
2	1A1 STP 18" Transmission Line Assess/Repair DEFER	Fri 7/1/11	Fri 7/1/11	0%															
3	1A2 Center Rd Pipeline in Conflict w/Private Property	Thu 12/1/11	Sat 6/30/12	5%															
4	1A3 So. Novato Main Break Repair	Fri 7/1/11	Fri 12/30/11	80%															
5	1B PB SERVICE LINE REPLACEMENTS	Sat 10/1/11	Sat 6/30/12	64%															
6	1B1 Cavella Cay (18)	Wed 2/1/12	Sat 6/30/12	0%															
7	1B2 Del Oro (26)	Sat 10/1/11	Sat 6/30/12	100%															
8	1C RELOCATIONS TO SYNC W/CITY & COUNTY CIP	Fri 7/1/11	Sat 6/30/12	43%															
9	1C1 City Paving Coordination (Measure B)	Fri 7/1/11	Sat 6/30/12	50%															
10	1C2 Other Relocations	Fri 7/1/11	Sat 6/30/12	0%															
11	1C3 Indian Valley Rd - City Improvements	Fri 7/1/11	Fri 12/30/11	100%															
12	1D1 Aqueduct Energy Efficiency Project	Fri 7/1/11	Sat 6/30/12	50%															
13	2 SYSTEM IMPROVEMENTS	Fri 7/1/11	Sat 6/30/12	53%															
14	2A Facility Map Database	Fri 7/1/11	Sat 6/30/12	50%															
15	2B System & Tank Cathodic Protection Main/Upgrade	Fri 7/1/11	Sat 6/30/12	90%															
16	2C RTU Upgrades	Fri 7/1/11	Sat 6/30/12	50%															
17	2D Flushing Taps at DCVs or Zone Valves	Wed 2/1/12	Sat 6/30/12	0%															
18	2E Detector Check Assembly Upgrade/Replace	Tue 11/1/11	Sat 6/30/12	5%															
19	2F Anode Installations DEFER	Fri 7/1/11	Fri 7/1/11	0%															
20	2G Radio Expansion Telemetry Upgrades	Fri 7/1/11	Sat 6/30/12	75%															
21	3 BUILDING, YARD, STP IMPROVEMENTS	Fri 7/1/11	Sat 6/30/12	28%															
22	3A ADMIN BUILDING	Fri 7/1/11	Sat 6/30/12	37%															
23	3A1 ADA Access Phase I	Mon 1/2/12	Sat 6/30/12	10%															
24	3A2 Other Admin Bldg Improvements	Fri 7/1/11	Sat 6/30/12	50%															
25	3B CORP YARD/WAREHOUSE/CONSTRUCTION OFFICE	Fri 7/1/11	Sat 6/30/12	50%															
26	3B1 Other Yard Improvements	Fri 7/1/11	Sat 6/30/12	50%															
27	3C STAFFORD TREATMENT PLANT	Fri 7/1/11	Sat 6/30/12	22%															
28	3C1 Watershed Erosion Control	Mon 1/2/12	Sat 6/30/12	25%															
29	3C2 Leveroni Creek Bank Repair	Fri 7/1/11	Sat 6/30/12	50%															

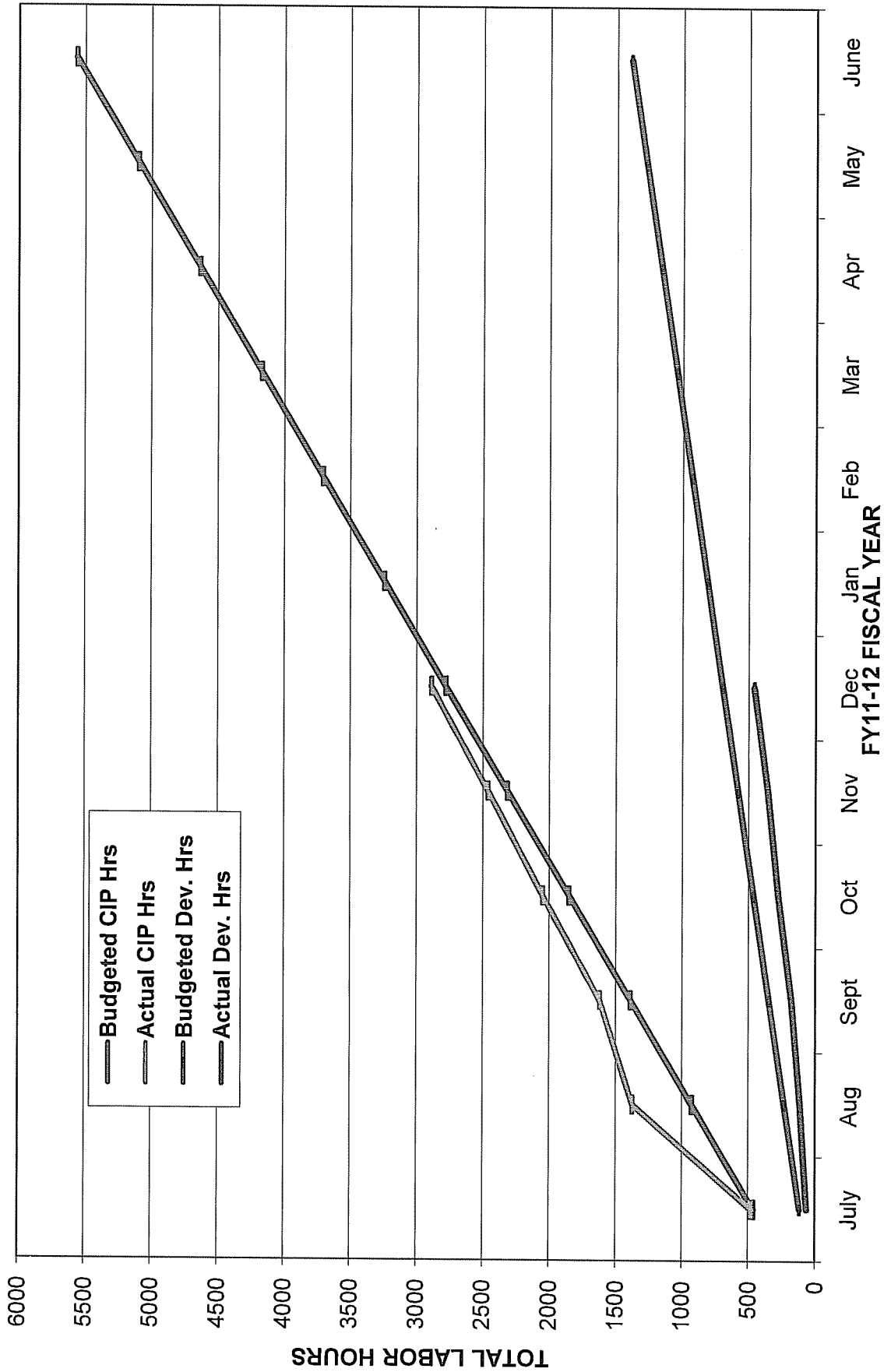
FY11_12 IMPROVEMENT PROJECTS

ID	Task Name	Start	Finish	% Complete	1st Quarter			2nd Quarter			3rd Quarter			4th Quarter					
					Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun			
30	3C3 STP Data Communication via Radio	Fri 7/1/11	Sat 6/30/12	0%															
31	3C4 Dam Concrete Apron Repairs	Fri 7/1/11	Sat 6/30/12	70%															
32	3C5 STP Discharge/Treatment	Fri 7/1/11	Sat 6/30/12	0%															
33	3C6 Spillway Security Improvements	Tue 11/1/11	Sat 6/30/12	10%															
34	3C7 Remove Old Transformer/Pole	Mon 1/2/12	Sat 6/30/12	0%															
35	3C8 STP Emergency Power Generator	Tue 11/1/11	Sat 6/30/12	0%															
36	4 STORAGE TANKS/PUMP STATIONS	Tue 11/1/11	Sat 6/30/12	8%															
37	4A Lynwood Pump Station Motor Control Center	Tue 11/1/11	Sat 6/30/12	10%															
38	4B Pacheco Tank C12 Mixing System	Thu 12/1/11	Fri 6/29/12	5%															
39	5 RECYCLED WATER	Fri 7/1/11	Sat 6/30/12	38%															
40	5A NBWRA Grant Program Administration	Fri 7/1/11	Sat 6/30/12	50%															
41	5B RW Expansion to North Service Area	Fri 7/1/11	Sat 6/30/12	50%															
42	5C RW Expansion to South Service Area	Fri 7/1/11	Sat 6/30/12	15%															
43	6 WEST MARIN WATER SYSTEM IMPROVEMENTS	Fri 7/1/11	Sat 6/30/12	22%															
44	SYSTEM IMPROVEMENTS	Fri 7/1/11	Sat 6/30/12	22%															
45	6A TP Solids Handling	Fri 7/1/11	Sat 6/30/12	5%															
46	6B TP RTU Upgrade	Mon 1/2/12	Sat 6/30/12	0%															
47	6C Viento Way Upsizing	Fri 7/1/11	Fri 12/30/11	100%															
48	6D Pt. Reyes Well #3 Rehab	Fri 7/1/11	Sat 6/30/12	10%															
49	7 OCEANA MARIN SEWER SYSTEM	Fri 7/1/11	Sat 6/30/12	72%															
50	7A Infiltration Study & Repair	Tue 11/1/11	Sat 6/30/12	90%															
51	7B Tahiti Way Lift Pumps Rebuild	Fri 7/1/11	Tue 2/28/12	100%															
52	7C Cross Country Sewer Line Rehab	Wed 2/1/12	Sat 6/30/12	0%															

Current Baseline Progress

N:\mwd\sr1\engineering\NON JOB No ISSUES\Microsoft Project files\FY11_12.mpp Fri 2/3/12 PROJECT STATUS AS OF DECEMBER 31, 2011
Page 2

ENGR. DEPT DEVELOPER & DISTRICT CAPITAL IMPROVEMENT PROJECTS (CIPs)



15

MEMORANDUM

To: Board of Directors
From: Robert Clark, Operations / Maintenance Superintendent
Subject: Second Quarter 2011/12 Update
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February 3, 2012

RECOMMENDED ACTION: Information
FINANCIAL IMPACT: None

Operations Summary

Stafford Treatment Plant operations continued through December this year, resulting in a calendar year production total of 2,868 AF- the second highest production ever. At the beginning of the period, a new Distribution Treatment Plant Operator, Michael Connolly, was hired. Michael's training has included Novato distribution, Point Reyes treatment and distribution and general STP operations. We have also been working with the Sonoma State University water program and have been able to bring on two unpaid interns who will be available to assist staff in the Lab and at STP two days a week through May.

Stafford Production

Stafford Water Treatment Plant fiscal year production was 1,798 AF through the end of the second quarter of FY 2010/11 leaving the lake at 178.5 feet elevation. As part of our annual Stafford Treatment Plant maintenance, the filters will be dewatered and the filter media washed with an acid solution. The filter media has dropped by 3 inches over the past year, and will need to be replenished to original design levels. Plant staff was 10% complete with the project and maintenance work at the end of the quarter.

Novato Water System Flows

The overall Novato production during this second quarter (1807 AF) was nearly the same for this period a year ago (1789 AF). Preliminary flushing plans were developed with a plan to flush all of Novato beginning February 1st.

West Marin System Flows, Demands and Storage

Overall, flows at Point Reyes Station for this period (51.8 AF) have been tracking somewhat lower from where they were last year (53.7 AF). Staff continued work on the permitting and design for the Well #3 replacement. Flushing is planned to begin in February.

Oceana Marin

Phillips & Associates continued good performance of operations and maintenance tasks. However, the non-filterable residual requirement has been tough to meet on a regular basis due to high algae growth. Use of copper sulfate has helped and we have suggested that Phillips & Associates operate the ponds as we had done in the past. We will investigate other methods over the coming months to help meet this requirement. Maximum monthly flow for this period was 503,933 gallons going to the storage and treatment ponds, a 60% decrease from last year at this time. This was due to the lack of rainfall during the period this year.

Maintenance Summary

Maintenance staff utilized temporary labor throughout the period to help complete the cross connection control repairs and the fire service testing. Winter storm preparation efforts included removal of accumulated silt in the Stafford Lake source creeks, removal of old and dying trees at tanks sites and trimming around buildings and pump stations.

Electrical Mechanical

Electrical Mechanical staff completed work on the installation of radio units at Pacheco, Sunset and Air Base Tanks, flow meter at Woodland Heights Pump Station (P/S), Radio Tests for Davies P/S, PLC design for Davies P/S, replaced rectifiers at Cherry Hill, Buck, Atherton, San Mateo Tanks, and repaired heater in the Auto Shop.

Cross Connection Control

The small device repair program was completed with fewer unexpected repair tasks; fire services were inspected and repaired. Staff installed reverse pressure principle (RPP) devices at three locations and replaced ten Bel Marin Keys combination meter double check valves services with new meters and a customer-owned RPP device.

Building and Grounds

Building and Grounds staff completed clean up of Stafford Dam, winterizing buildings and tank sites and inventoried building maintenance shop.

Fleet Operations

Ninety-day inspections and services on all trucks were completed, new block heater for

the Oceana Marin generator was installed, battery and spark plugs for the Crest Tank generator was replaced and fire extinguishers were re-certified throughout the District facilities.

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MEMORANDUM

To: Board of Directors

February 3, 2012

From: Robert Clark, Operations/Maintenance Superintendent 

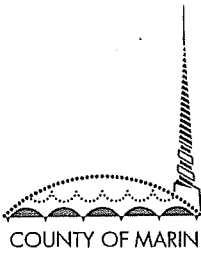
Subj: Update for Proposed On Air / Verizon Cellular Tower at Winged Foot Tank Site

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RECOMMENDED ACTION: Information

FINANCIAL IMPACT: None at this time

At the August 2, 2011 Board of Directors meeting, staff presented information regarding the On Air Company's interest in a cellular antenna project at the Winged Foot Tank site. The On Air Company performs cellular communications site evaluations for the Verizon Communication Company. In that presentation the Board was informed that Peter Hilliard, with whom District staff worked with on the STP/Little Mountain cellular project, indicated that the feasibility study be sent to the Marin County Open Space District for a request of utility access easement as well as move forward with a license agreement similar to that in place for the STP/Little Mountain site. Staff has received notice from the On Air Company that they will not continue to pursue a project at the Winged Foot Tank site because they received notice from Marin County Parks (attached) that the request of utility access would not be approved at this time.



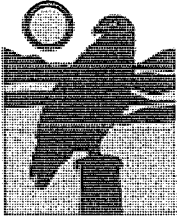
DM 1/30/12
RC 1/30/12
CD

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JAN 30 2012
North Marin Water District

MARIN COUNTY PARKS
Preservation • Recreation

MARIN COUNTY
PARKS
PRESERVATION • RECREATION

January 25, 2012



Peter Hilliard
On Air, LLC
465 First Street West, Suite 101
Sonoma, California 95476

SUBJECT: Request for a license to support a proposed cellular phone antenna, Winged-Foot Fire Road, Loma Verde Open Space Preserve, Novato, California

Linda Dahl
DIRECTOR
GENERAL MANAGER

Dear Mr. Hilliard:

Marin County Civic Center
3501 Civic Center Drive
Suite 260
San Rafael, CA 94903
415 473 6387 T
415 473 3795 F
415 473 2495 TTY
www.marincountyparks.org

The Marin County Open Space District has considered your request for a license to allow vehicle use and underground utilities on the above-referenced fire road. The purpose of the request is to support a proposed cellular antenna on a North Marin Water District tank site, which is an inholding within the preserve.

The Open Space District is in the process of revising its use policies in a manner that will affect non-open space uses of its protected lands. In addition, staff has concerns about impacts to resources of the preserve from the proposed installation of underground utilities, increased use of the fire road, construction of the cellular antenna tower, and the use of generators at the antenna site. Therefore, staff has decided not to move forward with the license request at this time. The Open Space District staff may reconsider your request after the Board adopts the new policy and if the proposal is consistent with the new policy.

Thank you for your understanding on this matter. If you have any questions, you may contact me at (415) 473-3745 or jraives@marincounty.org.

Sincerely,

James R. Raives
Senior Open Space Planner

cc: Brian Sanford, Open Space Superintendent
Eric Lueder, DPW-Real Estate
North Marin Water District
City of Novato, Community Development Agency

1

7

MEMORANDUM

To: Board of Directors
From: David L. Bentley, Auditor-Controller
Subj: STP Solar Project Update
t:\aclword\stp solar proj\pnc as financing company.docx



February 3, 2012

RECOMMENDED ACTION: Information

FINANCIAL IMPACT: None at this time

In November 2011 NRG Energy acquired Solar Power Partners (SPP) of Larkspur. SPP is the financing company with whom we negotiated a Power Purchase Agreement (PPA) to finance construction of the Stafford Treatment Plant photovoltaic facility. NRG reviewed the SPP agreement and requested the construction contractor, SPG Solar of Novato, to reduce its construction cost yet further. In response, SPG approached PNC Bank of Pittsburg, PA, to finance the project in NRG's place. PNC is an East Coast bank, the sixth largest in the country by deposits. PNC agreed to assume the terms of the existing PPA, which will charge NMWD 17¢/kWh for all power produced from the solar facility, escalated 3% annually, for 20 years. SPG has agreed to assume the legal cost of revising the PPA to replace SPP with PNC Bank.

SPG performed a reconnaissance level geotechnical assessment of the solar facility site on January 31, and will have their geotech perform a formal assessment this month. The Miller Pacific geotechnical report commissioned by NMWD in 2009 provides confidence that the selected site is suitable for the project. SPG is anxious to begin, and has set a tentative project completion date of June 30, 2012.

On the legal front, San Diego Gas and Electric's CPUC application to impose a "Network Use Charge" – a new billing component proposed to charge for energy that flows through a meter regardless of its direction, thereby drastically reducing the financial benefit of solar power investments - was rejected by the CPUC on January 18, 2012. SDG&E was ordered to resubmit its rate design proposal without the Network Use Charge. While this victory for solar generators eliminates 70% of the SDG&E's proposed increase, the remaining rate design proposals pertaining to solar will be considered by the CPUC in hearings later this year, with a decision scheduled for December 2012. NMWD's legal counsel in our PPA negotiations was the lead counsel opposing SDG&E's rate proposal, and we believe she will continue to be effective in mitigating the remaining demand based rate proposals of California's investor owned utilities.

Once the preliminary details (PPA revision and geotechnical report) are complete, staff will return to the Board with a construction schedule.

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MEMORANDUM

To: Board of Directors

February 3, 2012

From: Chris DeGabriele, General Manager 

Subject: State Water Resources Control Board License 4324B Report

T:\GM\West Marin\2012\SWRCB license 4324B report BOD memo 2012 file 731.9.06.doc

RECOMMENDED ACTION: Information only

FINANCIAL IMPACT: None

NMWD Water Right License 4324B for diversion of water from Lagunitas Creek now contains a fish and wildlife protection term which requires an annual report to be filed with the Chief of the Division of Water Rights containing the following information:

- a. Water year type for the reporting period
- b. Dates during the previous period of May 1 through November 1 when water was diverted under this license
- c. Minimum flows measured in Lagunitas Creek at the USGS Park gauge during the dates identified under b. above

Although 2011 was a normal year not requiring use of License 4324B, a comparison report showing the minimum flows measured in Lagunitas Creek at the USGS Park gauge and NMWD diversions at Point Reyes Treatment Plant for the period May 1 through November 1 are included for information on the attached.

DRAFT

February 7, 2012

Barbara Evoy, Deputy Director
Division of Water Rights
Attn: Ken Emanuel, Permitting Section
1001 I Street, 14th Floor
PO Box 2000
Sacramento, CA 95812-2000

Re: License 4324B (Lagunitas Creek) Report

Dear Ms. Evoy:

Pursuant to License 4324B (Application 13965B) authorizing North Marin Water District (NMWD) diversion from Lagunitas Creek, 2011 was a normal year pursuant to State Water Board Order WR 95-17 dated October 26, 1995. During the period May 1 through November 1, 2011, the District did monitor Lagunitas Creek stream flows at the Park gauge and diversions at the NMWD's Point Reyes Treatment Plant. As shown on the attached spreadsheet, it is noted that on no days did the stream flows measured at the Park gauge fall below those required pursuant to WR 95-17. On no days during the period, did NMWD diversions at the Point Reyes Treatment Plant exceeded 0.67 cfs.

Should you have any questions regards this information, please contact me.

Sincerely,

Chris DeGabriele
General Manager

CD:kly

Attachment

T:\GMWest Marin\2012\evoy ltr re 4324B 2012 file 731.9.06.doc

Date	USGS Gage Discharge cfs (Mean)	Pt Reyes TP Flow (1000 gal)	PT Reyes TP Flow (cfs)
5/1/2011	14 ^A	205.43	0.32
5/2/2011	12 ^A	264.21	0.41
5/3/2011	12 ^A	196.79	0.30
5/4/2011	12 ^A	269.68	0.42
5/5/2011	11 ^A	264.35	0.41
5/6/2011	11 ^A	214.44	0.33
5/7/2011	12 ^A	282.00	0.44
5/8/2011	12 ^A	181.76	0.28
5/9/2011	12 ^A	229.00	0.35
5/10/2011	12 ^A	259.67	0.40
5/11/2011	12 ^A	265.93	0.41
5/12/2011	12 ^A	204.42	0.32
5/13/2011	12 ^A	307.95	0.48
5/14/2011	11 ^A	157.62	0.24
5/15/2011	13 ^A	242.82	0.38
5/16/2011	13 ^A	198.80	0.31
5/17/2011	19 ^A	222.34	0.34
5/18/2011	20 ^A	228.99	0.35
5/19/2011	14 ^A	139.44	0.22
5/20/2011	12 ^A	239.19	0.37
5/21/2011	11 ^A	279.99	0.43
5/22/2011	12 ^A	236.50	0.37
5/23/2011	11 ^A	263.92	0.41
5/24/2011	12 ^A	290.92	0.45
5/25/2011	14 ^A	202.95	0.31
5/26/2011	13 ^A	124.43	0.19
5/27/2011	12 ^A	341.49	0.53
5/28/2011	12 ^A	153.20	0.24
5/29/2011	12 ^A	227.20	0.35
5/30/2011	12 ^A	282.17	0.44
5/31/2011	13 ^A	124.29	0.19
6/1/2011	13 ^A	208.46	0.32
6/2/2011	12 ^A	180.61	0.28
6/3/2011	12 ^A	286.55	0.44
6/4/2011	57 ^A	181.06	0.28
6/5/2011	31 ^A	95.09	0.15
6/6/2011	21 ^A	243.22	0.38
6/7/2011	17 ^A	24.86	0.04

6/8/2011	15 ^A	332.37	0.51
6/9/2011	13 ^A	147.63	0.23
6/10/2011	12 ^A	213.70	0.33
6/11/2011	12 ^A	191.81	0.30
6/12/2011	12 ^A	286.00	0.44
6/13/2011	12 ^A	224.72	0.35
6/14/2011	12 ^A	341.03	0.53
6/15/2011	12 ^A	239.53	0.37
6/16/2011	11 ^A	313.78	0.49
6/17/2011	9.8 ^A	209.21	0.32
6/18/2011	9.2 ^A	327.43	0.51
6/19/2011	8.9 ^A	237.90	0.37
6/20/2011	8.5 ^A	322.60	0.50
6/21/2011	8.5 ^A	386.60	0.60
6/22/2011	8.9 ^A	204.70	0.32
6/23/2011	8.8 ^A	319.69	0.49
6/24/2011	8.8 ^A	277.80	0.43
6/25/2011	8.6 ^A	354.90	0.55
6/26/2011	8.8 ^A	296.20	0.46
6/27/2011	9.2 ^A	304.00	0.47
6/28/2011	10 ^A	165.90	0.26
6/29/2011	10 ^A	191.90	0.30
6/30/2011	9.6 ^A	205.30	0.32
7/1/2011	9.2 ^A	261.40	0.40
7/2/2011	9.1 ^A	363.00	0.56
7/3/2011	9.0 ^A	222.60	0.34
7/4/2011	9.0 ^A	360.70	0.56
7/5/2011	8.8 ^A	280.01	0.43
7/6/2011	9.1 ^A	312.39	0.48
7/7/2011	9.4 ^A	282.40	0.44
7/8/2011	9.5 ^A	334.40	0.52
7/9/2011	9.4 ^A	244.00	0.38
7/10/2011	9.4 ^A	311.10	0.48
7/11/2011	9.5 ^A	197.80	0.31
7/12/2011	9.6 ^A	384.10	0.59
7/13/2011	9.6 ^A	201.20	0.31
7/14/2011	9.6 ^A	372.80	0.58
7/15/2011	9.6 ^A	222.10	0.34
7/16/2011	9.6 ^A	402.80	0.62
7/17/2011	9.7 ^A	235.50	0.36
7/18/2011	9.6 ^A	370.80	0.57
7/19/2011	9.5 ^A	229.81	0.36
7/20/2011	8.9 ^A	336.30	0.52
7/21/2011	8.3 ^A	248.80	0.38

7/22/2011	8.3 ^A	368.30	0.57
7/23/2011	8.3 ^A	260.30	0.40
7/24/2011	8.4 ^A	387.00	0.60
7/25/2011	8.3 ^A	272.10	0.42
7/26/2011	8.4 ^A	402.90	0.62
7/27/2011	8.2 ^A	265.40	0.41
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7/29/2011	8.5 ^A	317.30	0.49
7/30/2011	8.6 ^A	331.80	0.51
7/31/2011	8.6 ^A	294.00	0.45
8/1/2011	8.6 ^A	234.00	0.36
8/2/2011	8.5 ^A	385.60	0.60
8/3/2011	8.6 ^A	401.70	0.62
8/4/2011	8.6 ^A	227.00	0.35
8/5/2011	8.6 ^A	355.90	0.55
8/6/2011	8.4 ^A	218.51	0.34
8/7/2011	8.2 ^A	375.40	0.58
8/8/2011	8.2 ^A	217.40	0.34
8/9/2011	8.0 ^A	274.10	0.42
8/10/2011	8.0 ^A	388.10	0.60
8/11/2011	8.3 ^A	247.70	0.38
8/12/2011	8.7 ^A	381.00	0.59
8/13/2011	8.6 ^A	337.80	0.52
8/14/2011	8.6 ^A	300.40	0.46
8/15/2011	8.5 ^A	278.10	0.43
8/16/2011	8.5 ^A	389.60	0.60
8/17/2011	8.6 ^A	285.90	0.44
8/18/2011	8.6 ^A	274.51	0.42
8/19/2011	8.7 ^A	335.10	0.52
8/20/2011	8.8 ^A	249.30	0.39
8/21/2011	8.9 ^A	295.80	0.46
8/22/2011	8.8 ^A	282.20	0.44
8/23/2011	8.6 ^A	359.00	0.56
8/24/2011	8.4 ^A	365.20	0.57
8/25/2011	8.5 ^A	237.70	0.37
8/26/2011	8.5 ^A	348.80	0.54
8/27/2011	8.5 ^A	299.70	0.46
8/28/2011	8.5 ^A	359.70	0.56
8/29/2011	8.3 ^A	273.70	0.42
8/30/2011	8.3 ^A	391.40	0.61
8/31/2011	8.3 ^A	227.10	0.35
9/1/2011	10 ^A	310.20	0.48
9/2/2011	12 ^A	285.80	0.44
9/3/2011	12 ^A	384.00	0.59
9/4/2011	8.7 ^A	306.80	0.47

9/5/2011	8.6 ^A	360.70	0.56
9/6/2011	8.5 ^A	308.21	0.48
9/7/2011	8.6 ^A	225.49	0.35
9/8/2011	8.7 ^A	351.70	0.54
9/9/2011	8.5 ^A	264.60	0.41
9/10/2011	8.4 ^A	366.50	0.57
9/11/2011	8.4 ^A	202.00	0.31
9/12/2011	8.5 ^A	361.31	0.56
9/13/2011	8.5 ^A	243.00	0.38
9/14/2011	8.6 ^A	312.00	0.48
9/15/2011	8.5 ^A	225.80	0.35
9/16/2011	8.4 ^A	358.10	0.55
9/17/2011	8.4 ^A	321.80	0.50
9/18/2011	8.3 ^A	293.80	0.45
9/19/2011	8.2 ^A	316.90	0.49
9/20/2011	8.2 ^A	354.80	0.55
9/21/2011	8.3 ^A	241.10	0.37
9/22/2011	8.6 ^A	261.14	0.40
9/23/2011	8.6 ^A	384.90	0.60
9/24/2011	8.5 ^A	212.80	0.33
9/25/2011	8.4 ^A	273.61	0.42
9/26/2011	8.6 ^A	230.90	0.36
9/27/2011	8.6 ^A	318.10	0.49
9/28/2011	8.4 ^A	276.79	0.43
9/29/2011	8.3 ^A	226.90	0.35
9/30/2011	8.3 ^A	287.31	0.44
10/1/2011	8.2 ^P	265.00	0.41
10/2/2011	8.4 ^P	249.50	0.39
10/3/2011	8.9 ^P	173.31	0.27
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10/7/2011	8.9 ^P	208.31	0.32
10/8/2011	8.5 ^P	234.10	0.36
10/9/2011	8.4 ^P	169.50	0.26
10/10/2011	9.1 ^P	216.90	0.34
10/11/2011	9.3 ^P	217.30	0.34
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10/19/2011	8.7 ^P	212.40	0.33

10/20/2011	8.5 ^P	197.10	0.30
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10/22/2011	8.5 ^P	228.70	0.35
10/23/2011	8.5 ^P	227.31	0.35
10/24/2011	8.4 ^P	217.70	0.34
10/25/2011	8.4 ^P	194.99	0.30
10/26/2011	8.2 ^P	212.60	0.33
10/27/2011	8.2 ^P	150.41	0.23
10/28/2011	8.1 ^P	209.70	0.32
10/29/2011	8.1 ^P	296.30	0.46
10/30/2011	8.1 ^P	289.90	0.45
10/31/2011	8.1 ^P	207.09	0.32
11/1/2011	8.1 ^P	220.09	0.34

Explanation

A	Approved for publication -- Processing and review completed.
e	Value has been estimated.
p	Provisional data subject to revision.



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National Water Information System: Web Interface

USGS Water Resources

Data Category: Geographic Area:

News updated Nov, 2011

USGS 11460400 LAGUNITAS C A SAMUEL P TAYLOR STATE PARK CA

PROVISIONAL DATA SUBJECT TO REVISION

Available data for this site

Annual Report



► **Rating Information**

This station managed by the Ukiah Field Office.

Available Parameters	Period of Record	Output format	Begin date	End date	
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<input checked="" type="checkbox"/> 00060 Discharge(Mean)	1982-12-21 2012-01-29	<input type="radio"/> Graph w/ stats		<input type="text" value="2011-11-01"/>	
<input type="checkbox"/> 80154 Suspnd sedmnt conc(Mean)	2003-10-01 2006-05-31	<input type="radio"/> Graph w/ meas			
<input type="checkbox"/> 80155 Suspnd sedmnt disch(Mean)	2003-10-01 2006-05-31	<input checked="" type="radio"/> Table			
<input type="checkbox"/> 00010 Temperature, water(Ins.)	2003-10-09 2006-07-27	<input type="radio"/> Tab-separated			

Summary of all available data for this site

Date	Dis-charge, ft ³ /s, (Mean)
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05/02/2011	12 ^A
05/03/2011	12 ^A
05/04/2011	12 ^A
05/05/2011	11 ^A
05/06/2011	11 ^A
05/07/2011	12 ^A

05/08/2011	12 ^A
05/09/2011	12 ^A
05/10/2011	12 ^A
05/11/2011	12 ^A
05/12/2011	12 ^A
05/13/2011	12 ^A
05/14/2011	11 ^A
05/15/2011	13 ^A
05/16/2011	13 ^A
05/17/2011	19 ^A
05/18/2011	20 ^A
05/19/2011	14 ^A
05/20/2011	12 ^A
05/21/2011	11 ^A
05/22/2011	12 ^A
05/23/2011	11 ^A
05/24/2011	12 ^A
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05/26/2011	13 ^A
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05/30/2011	12 ^A
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06/12/2011	12 ^A
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07/31/2011	8.6 ^A
08/01/2011	8.6 ^A
08/02/2011	8.5 ^A
08/03/2011	8.6 ^A
08/04/2011	8.6 ^A
08/05/2011	8.6 ^A
08/06/2011	8.4 ^A
08/07/2011	8.2 ^A
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08/10/2011	8.0 ^A
08/11/2011	8.3 ^A
08/12/2011	8.7 ^A
08/13/2011	8.6 ^A
08/14/2011	8.6 ^A
08/15/2011	8.5 ^A
08/16/2011	8.5 ^A
08/17/2011	8.6 ^A
08/18/2011	8.6 ^A
08/19/2011	8.7 ^A
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08/21/2011	8.9 ^A
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08/25/2011	8.5 ^A
08/26/2011	8.5 ^A

08/27/2011	8.5 ^A
08/28/2011	8.5 ^A
08/29/2011	8.3 ^A
08/30/2011	8.3 ^A
08/31/2011	8.3 ^A
09/01/2011	10 ^A
09/02/2011	12 ^A
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09/07/2011	8.6 ^A
09/08/2011	8.7 ^A
09/09/2011	8.5 ^A
09/10/2011	8.4 ^A
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09/18/2011	8.3 ^A
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09/20/2011	8.2 ^A
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09/22/2011	8.6 ^A
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09/24/2011	8.5 ^A
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10/07/2011	8.9 ^P
10/08/2011	8.5 ^P
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11/01/2011	8.1 ^P

Explanation

A	Approved for publication -- Processing and review completed.
P	Provisional data subject to revision.

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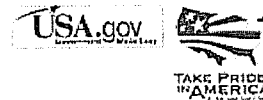
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Title: USGS Surface-Water Daily Data for California

URL: <http://waterdata.usgs.gov/ca/nwis/dv?>



Page Contact Information: [California Water Data Support Team](#)

Page Last Modified: 2012-01-30 14:23:58 EST

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**NOTICE OF MEETING OF
NORTH BAY WATERSHED ASSOCIATION**

Notice is hereby given that a meeting of the North Bay Watershed Association will be held as follows:

Date: Friday, February 3, 2011
Time: 9:30 a.m. – 11:30 a.m.
Location: Conference Room 2
Petaluma (Lucchesi) Community Center
320 N. McDowell Boulevard
Petaluma, CA 94954

AGENDA

<u>Item</u>	<u>Recommendation</u>
1. Call to Order (Jack Gibson, Chair)	
2. Public Comment	
3. Approval of the Agenda (1 min.)	Approve
4. Approval of Minutes	Approve
5. Treasurer's Report (1 min.)	Accept
6. State of the Bay (30 min.) Guest Speaker: Caitlin Sweeney, San Francisco Estuary Partnership	Information
7. Salmon and Steehead Recovery and Habitat Restoration (30 min.) – California Department of Fish and Game – Bay Delta Region Guest Speaker: Gail Seymour, California Department of Fish and Game	Information
8. Items of Interest	
9. Items for Next Agenda	

Next Meeting Information:

Next Meeting: March 2, 2012
Novato Sanitary District
500 Davidson Street
Novato, CA 94945

NORTH BAY WATERSHED ASSOCIATION

Minutes for the meeting of the North Bay Watershed Association (NBWA) Board of Directors.

Date: Friday, January 6, 2012
Time: 9:30 a.m.
Location: Marin Community Foundation
5 Hamilton Landing, Suite 200
Redwood Room
Novato, CA 94949

Directors Present: Directors present included:

<u>Board Member</u>	<u>Agency/Organization</u>	<u>Board Member</u>	<u>Agency/Organization</u>
Judy Arnold	County of Marin	Jack Gibson	Marin Municipal Water District
Jack Baker	North Marin Water District	Kathy Hartzell	Central Marin Sanitation Agency
Steve Barbose	City of Sonoma and Sonoma Valley County Sanitation District	Cary Parent	Bel Marin Keys Community Services District
Megan Clark	Las Gallinas Valley Sanitary District	Pamela Tuft	City of Petaluma
Mike DiGiorgio	Novato Sanitary District		

Directors present represented 10 out of the 16 agencies signatory to the Association MOU.

Board Actions

1. Call to Order. Jack Gibson, Chair, called the meeting to order at 9:40 a.m.
2. Public Comment. There was no public comment.
3. Approval of the Agenda. (See Handout) The Board unanimously approved the agenda.
4. Approval of Minutes of the Board Meeting held December 2, 2011. (See Handout) The Minutes of the Board Meeting held on December 2, 2011 were unanimously approved.
5. Treasurer's Report. (See Handout) The Treasurer's Report was accepted as presented by Harry Seraydarian.
6. Legacy Land Use Impacts on Corte Madera/San Anselmo Creeks. Laurel Collins, Watershed Sciences, exhibited her PowerPoint presentation, which emphasized the importance of analyzing the impacts from historic events prior to 1900 on the Corte Madera/San Anselmo Creeks. Laurel began with a photo of San Anselmo from 1886 noting the impacts on creek drainage from development in the Ross Valley and the Pacific Coast Railroad's need for a straight and cost efficient grade. Laurel displayed Google maps images illustrating the modern alignment of San Anselmo Creek and then explained the geology of the area with USGS maps. Through the use of photos, newspaper articles, and historic maps, Laurel estimated the original position of San Anselmo Creek and tributaries before 1867 and impacts from the North Pacific Coast Railroad. Laurel then highlighted the storms of 1867 and the possibility that a blockage shifted the drainage of the creek. She then presented an 1875 photo, after railroad construction, and noted that the railroad recognized the need to elevate tracks in a flood prone area. She also described the development in that period along and across the creeks and how it impacted natural drainage. Laurel explained a number of visuals from the flood plain zone and described the impacts of the 5 foot railroad berm on the creeks (narrowing the flood prone width resulting in more sheer stress, incision, sediment transport, and flooding). She also utilized a graph illustrating the shift in the stream bed over time (more incision) and summarized flooding since 1867. Laurel then segued to a number of Ross and Corte Madera Creek visuals demonstrating changes over time including the construction of Phoenix Lake dam in 1905 and the construction of the Lagunitas Bridge over a man-made channel. Laurel compared an 1873 map with an 1879 map, pointing out the different locations of the channel and asked the question, how does a channel just start? Using a Marin Sanitary 1899 map, Laurel explained that the remnant of the 1874 Corte Madera Creek is later referred to as Murphy Creek (now 34 feet wide) and mentioned that Marin Sanitary was the first sanitary district in the state. Laurel then displayed a drawing of alluvial fans and topography showing Kittle Creek associated with Ross Creek. Laurel illustrated another aspect of the change in the landscape by exhibiting a map of tidelands – reclamation of tidal salt marshes and constructed levees from around 1941, focusing on the reclaimed transitional tidal marshland. She stated that the reduction in the salt marsh area has implications on the conveyance capacity of the tidal channel to move water and sediment and therefore has impacts on flooding. Laurel also referred to the channelization of Corte Madera Creek by the Army Corps of Engineers and the assumption of erosion impacts, without regard to the relationship with the tidal prism. In

addition, she presented a visual of FEMA Flood Risk Zone A with historic conditions which indicated a much wider historical flood zone. Laurel also provided a sea level curve graph estimating that by year 2100 there will be a 1 meter (3.3 feet) rise at Corte Madera Marsh and also presented a graphic showing the 1917 railroad alignments around the bay that may still be affecting drainage. Laurel ended her presentation with a conceptual diagram of the parts of the creek system valley floor and provided a list of factors (width of channel, depth of channel, width of flood zone, gradient, sediment supply, sediment size, water supply, and riparian vegetation) in a creek system that, if changed, impact the other factors. She summarized the historic conditions of San Anselmo Creek that reduce flood peaks (distributary streams that spread water and sediment and function to reduce flood peaks; functional alluvial fans; disconnected tributaries; depression wetlands that store water; overflow channels in the flood zone; complex network of tidal channels; and expansive tidal marsh that functions).

7. NBWA Projects – Update and Sea Level Rise Proposal. Harry Seraydarian used PowerPoint and began his presentation with an overview of 2010 Projects and 2011 Projects. He summarized 2010 funded projects including: Water Conservation Guidelines for SSCRC for Slow It, Spread It, Sink It – (\$25k completed 9/10); Friends of Corte Madera Creek Multi-Media (\$5k-completed 6/11); Education/Restoration: TBI-STRAW (\$15k), Napa-SLEWS (\$15k), and SEC-ELI (\$15k); City of Sonoma Rain Garden (\$5k-underway); BAIRWMP (\$10-pending); Website Update (\$4.2k completed 4/11). Harry then described the two projects funded so far in 2011: (1) Aquatic Invasive Species Workshop held on 6/2/11 at the Marin Health and Wellness Campus in San Rafael – \$2k (actual costs-\$380) and (2) KRCB Video features – \$12k – project underway. Harry then described other potential projects identified for 2011: (1) Sea Level Rise-Pilot \$44k (WQTC lead); (2) Stormwater (WQTC lead); Early Monitoring Plan for Marin, Napa, Sonoma to meet Phase II Permit \$30k minimum (WQTC lead); (3) SSCRC, MCSTOPPP, Napa RCD ~ \$ 43k(?) follow up on Slow It, Spread It, Sink It; (4) Repeat Marin, Napa, Sonoma Education Restoration for \$45k. Harry then presented the chronology of events for the sea level rise proposal starting with the presentation to the NBWA Board in November 2010 by PWA on the Hayward Shoreline Project. Harry noted that given the Board interest he requested a proposal from PWA for a pilot sea level rise project on the Marin shoreline and PWA responded with a proposal that included the area from China Camp to the mouth of the Petaluma River. Harry then described the review process by the Water Quality and Habitat/Floodplain Technical Committees and the concerns identified during that process. Harry noted that based on those concerns he requested an alternative proposal from PRBO with an "option" to include Southern Marin in the geographic scope. Harry described the review of the PRBO proposal and how it was modified to address comments from the Technical Committees. Harry then summarized the final PRBO proposal: Scope/Tasks (include entire eastern Marin shoreline and the Petaluma river tidal area up to the City of Petaluma); Costs (\$49,837); and Schedule (January to September 2012). Harry then presented the consensus approvals by all three NBWA Technical Committees. There were only a few questions from the Board. Why doesn't the map show the entire Petaluma watershed? (Clarified that the map included tidal drainage). How much will we have left in carryover funds if we fund the PRBO proposal? (~ \$20,000). The NBWA Board unanimously approved the PRBO proposal.

8. NBWA 2012 Conference Update. Harry Seraydarian presented a PowerPoint update on the conference and reminded everyone of the Date: April 13, 2012, Location: Sheraton Petaluma, and the Theme: "Climate Change Adaptation – How can we be ready?" Harry reviewed the keynote speakers and highlighted the specific topics for each panel speaker. Harry also reminded the group that registration is available online and noted the costs: \$80 (\$70 before January 31, 2012) and \$40 for Watershed Council members. Harry ended with a summary of sponsorships to date totaling \$25,000.

9. Items of Interest. None.

10. Items for Next Agenda.

- * State of San Francisco Bay, Caitlin Sweeny, Watershed Coordinator, SFEP
- * Salmon and Steelhead Recovery & Habitat Restoration in the North Bay, Gail Seymour, CDFG

Jack Gibson, Chair, adjourned the meeting at 11:18 a.m.

SUBJECT TO APPROVAL

Submitted By: Elizabeth O. Preim-Rohtla

NEXT MEETING INFORMATION

February 3 – Petaluma (Lucchesi) Community Ctr., 320 N. McDowell Blvd., Petaluma, CA 94954—Conference Room 2
March 2 – Novato Sanitary District, 500 Davidson Street, Novato, CA 94945
April 13 – NBWA Conference – Sheraton Petaluma, 745 Baywood Drive, Petaluma, CA 94954

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FOR ACCESSIBLE
MEETING INFORMATION
CALL: (707) 543-3350
ADD: (707) 543-3031



**WATER ADVISORY COMMITTEE
AND
TECHNICAL ADVISORY COMMITTEE**

MONDAY: FEBRUARY 6, 2012

Utilities Field Operations Training Center
35 Stony Point Road, Santa Rosa, CA

9:00 a.m. Note location

This is a combined WAC and TAC meeting.

1. Check In
2. Public Comment
3. Recap from the November 17, 2011. WAC/TAC Meeting and Approval of Minutes
4. Recap from the January 9, 2012 TAC Meeting and Approval of Minutes
5. Water Supply Coordination Council
6. FY 2012/13 Draft SCWA Budget
7. Draft SCWA Long Range Financial Plan Project List (<http://www.scwa.ca.gov/finance/>)
8. Sonoma Marin Saving Water Partnership Annual Report
<http://www.savingwaterpartnership.org/wp-content/uploads/smswp-10-11%20Annual%20Report%20FINAL%20DRAFT%20web.pdf>
9. SCWA Water Supply/Transmission System Operations Status (So. Valley GWM Plan/Storm Water Mgmt.)
10. Local Water Supply/Operations Status (VOMWD)
11. Biological Opinion Status Update
12. Integrated Regional Water Management Plan(s) Update
13. Items for Next Agenda
14. Check Out

Minutes of Water Advisory Committee and Technical Advisory Committee
35 Stony Point Road, Santa Rosa, California
November 7, 2011

Attendees: Susan Gorin, City of Santa Rosa
Miles Ferris, City of Santa Rosa
Glen Wright, City of Santa Rosa
Linda Reed, City of Santa Rosa
Jennifer Burke, City of Santa Rosa
Linda Hall, City of Santa Rosa
Jake Mackenzie, City of Rohnert Park
Darrin Jenkins, City of Rohnert Park
Laurie Gallian, City of Sonoma
Milenka Bates, City of Sonoma
Toni Bertolero, City of Sonoma
Mark Landman, City of Cotati
Dennis Rodoni, North Marin Water District
Chris DeGabriele, North Marin Water District
Drew McIntyre, North Marin Water District
Mike Healy, City of Petaluma
Steve Simmons, City of Petaluma
Debora Fudge, Town of Windsor
Robin Goble, Town of Windsor
Richard Burt, Town of Windsor
Craig Scott, Town of Windsor
Mark Bramfitt, Valley of the Moon Water District
Krishna Kumar, Valley of the Moon Water District
Efren Carrillo, SCWA
Mike McGuire, SCWA
Grant Davis, SCWA
Jay Jasperse, SCWA
Pam Jeane, SCWA
Spencer Bader, SCWA
Michael Thompson, SCWA
Ann DuBay, SCWA
Brad Sherwood, SCWA
Paul Helliker, Marin Municipal Water District
Mike Ban, Marin Municipal Water District

Public Attendees: Brenda Adelman, RRWPC
Bob Anderson, United Wine Growers
David Keller, FOER
Dick Dowd, Santa Rosa BPU
Dietrich Stroeh
James Bennett

1. Check-in

WAC Chair Susan Gorin called the meeting to order at 9:00a.m.

2. Public Comment

Deborah Tavares shared a biodiversity map and distributed a leaflet of information.
James Bennett spoke out against Agenda 21 which is explained on the leaflet Deborah Tavares distributed.

3. Recap from the August 1, 2011 WAC/TAC Meeting and Approval of Minutes

Moved by Mark Landman, City of Cotati, seconded by Laurie Gallian, City of Sonoma; carried unanimously to approve the minutes of the August 1, 2011 WAC/TAC meeting as published.

4. Recap from October 3, 2011 TAC Meeting and Approval of Minutes

Correction – In item 4 land supply should be local supply. Moved by Darrin Jenkins, City of Rohnert Park, seconded by Miles Ferris, City of Santa Rosa; carried unanimously to approve the minutes of the October 2, 2011 TAC meeting as amended.

5. Water Supply Coordination Council

Efren Carrillo, SCWA, had no comments on the Water Supply Coordination Council Meeting of October 19, 2011. The meeting summary was included in the meeting packet.

6. Draft Water Supply Strategies Action Plan Update

Jay Jasperse, SCWA, presented a PowerPoint of the 2011 Draft Water Supply Strategies Action plan update which can be viewed on the SCWA website. This is the same presentation that was given to the TAC in October. Comments on the update should be sent to Ann DuBay by November 21. The plan will be presented to the SCWA board in December. Comments followed by several WAC and TAC members. Public comments and questions followed. The involved party section has been modified per Jay Jasperse.

7. Draft SCWA Long Range Financial Plan Process

Spencer Bader, SCWA, presented a PowerPoint of the Long Range Financial Plan process. The Long Range Financial Model presentation is available on the SCWA website. The model is a planning tool. Comments are welcomed for input on the project selection. A list of the projects will be reviewed by the TAC to determine the financial impact. The list of projects will be circulated to the WAC/TAC email list. Comments and questions from committee members and public followed the presentation.

8. SCWA Allocation Model & Rate Study

Jay Jasperse explained that Brown and Caldwell has been contracted to conduct the study in close coordination with the TAC. An allocation model exists on an annual basis. This annual model does not provide the tool necessary to determine the peak model. The annual model will be updated in the spring and the peak allocation model by summer, hopefully sooner. The models will follow the requirements of the Restructured Agreement Section 3.5. Jay also advised that SCWA is soliciting qualifications from consultants to assist with a water rate study.

9. SCWA Water Supply/Transmission System Operations Status

Mike Thompson reported SCWA has placed a high priority on emergency response and earthquake preparedness. A 7.5 earthquake was simulated in a drill that was conducted with North Marin, Marin Municipal and the California Department of Public Health. A larger exercise will be conducted this spring. Mike reported that the maintenance facility has been moved across from the Airport Blvd. SCWA facility. The presentation made to the TAC regarding the development of a tool to replace valves which has saved a substantial amount of money will be presented to the WAC in the future.

10. Biological Opinion Status Update

Pam Jeane distributed and reviewed the Russian River Biological Opinion Update for November 2011. Public outreach meetings will be conducted.

11. Integrated Regional Water Management Plan(s) Update

Jake Mackenzie reported on the North Coast IRW MP. The next meeting will be in January with meetings moved around the region quarterly. The executive group meets monthly in between the quarterly meetings. He attended a field trip to the Potter Valley project. Dams and diversion structures were visited. Paul Helliker reported the bay area is currently waiting for State update of the IRWMP. Kennedy/Jenks will be the lead consultant on the plan update. The North Bay Watershed Association is working on the issue of rising sea levels in the bay and the impacts. David Keller expressed the concern that water from the Eel River is being diverted to Lake Mendocino impacting the fish in the Eel River while Lake Mendocino is being drained to the ocean.

12. ACWA Task Force – Financing the 2009 Comprehensive Water Package

Paul Helliker reported there is another meeting of the task force this week. There is a debate on rolling bonds over to 2014. The task force will make recommendations on Policy Principles by the end of December. If bond money is not available they will discuss the alternative plans. When drafts are available they will be shared with the WAC/TAC. Should regions be allowed to come up with their own solutions or should money come from bonds was asked or are their other alternatives to be considered? Efren Carrillo expressed a concern for where funding would be established if bonds were not pursued.

13. 2012 WAC/TAC Meeting Schedule

The proposed 2012 schedule was presented to the committee, with no changes made.

14. Items for December TAC agenda

Long Range Financial Plan list of projects
Allocation model
Ground Water Management
Water Supply and Transmission System Operations status
Biological Opinion Status update

15. Items for February WAC/TAC agenda

Long Range Financial Plan status update
Standing item on the agenda – sharing from each group about what is happening in each city/district
Ground Water Management Plan

16. Check Out

Next TAC meeting is December 5.
Next WAC/TAC meeting is February 6.

Chair Susan Gorin adjourned the meeting at 11:07a.m.

Minutes of Technical Advisory Committee
35 Stony Point Road, Santa Rosa, California
January 9, 2012

Attendees: Glen Wright, City of Santa Rosa
Jennifer Burke, City of Santa Rosa
Linda Hall, City of Santa Rosa
Craig Scott, Town of Windsor
Milinka Bates, City of Sonoma
Toni Bertolero, City of Sonoma
Remleh Scherzinger, City of Petaluma
Paul Helliker, Marin Municipal Water District
Mike Ban, Marin Municipal Water District
Krishna Kumar, Valley of the Moon Water District
Chris DeGabriele, North Marin Water District
Drew McIntyre, North Marin Water District
Grant Davis, SCWA
Spencer Bader, SCWA
Pam Jeane, SCWA
Jay Jasperse, SCWA
Carrie Pollard, SCWA
Ann DuBay, SCWA
Dave Cuneo, SCWA
Kent Gylfe, SCWA
Cary Olin, SCWA
Erik Brown, SCWA
Renee Webber, SCWA
Lynne Rosselli, SCWA

Public Attendees: Dick Dowd, City of Santa Rosa BPU
David Keller, FOER
Brenda Adelman, RRWPC
Bob Anderson, United Winegrowers
Dawna Gallagher

Check-in

1. TAC Chair Chris DeGabriele called the meeting to order at 9:01a.m.
2. Public Comment
No comments
3. Recap from December 5, 2011 TAC Meeting and Approval of Minutes
Moved by Remleh Scherzinger, City of Petaluma, seconded by Melinka Bates, City of Sonoma, to approve the minutes as published; unanimously approved.
4. L/R/T2 Program Funding for FY 2012/13
Chris DeGabriele reviewed the memo included with the minutes and agenda on the subject. The L/R/T2 Sub-Committee recommended \$8.25 per acre foot be added for this year and the next year to fully fund the remaining allocation to contractors for a five-year period. Moved by Darrin Jenkins, Rohnert Park, seconded by Glen Wright, Santa Rosa to approve the recommendation; unanimously passed.

5. SCWA Water Supply/Transmission System Operations Status

Kent Gylfe, SCWA Principal Engineer, gave a PowerPoint presentation on the Santa Rosa Aqueduct Rodgers Creek Fault Crossing Project. Questions and further discussion followed the presentation.

6. Biological Opinion Status Update (including presentation on Dry Creek Habitat Demonstration Project)

Pam Jeane, SCWA, reviewed the January 2012 Russian River Biological Opinion Status Update which was emailed with the TAC meeting agenda. A 2012 temporary change order request for flow change is expected to be filed. The Temporary Change Order report for 2011 will be filed in March. There will be a Public Policy Facilitating Committee meeting on February 9 which will update all biological projects that are in progress.

Dave Cuneo, SCWA, Senior Environmental Specialist, gave a PowerPoint presentation updating the status of the Dry Creek Habitat Demonstration Project. Questions and further discussion followed the presentation.

7. ACWA Task Force – Financing the 2009 Comprehensive Water Package

Paul Helliker reported on the status of the Comprehensive Water Package. The bond is currently proposed, with no other plan being considered. The \$11 billion bond is being evaluated for revision. The Governor's office is very concerned over the bond. A set of ACWA policy principals should be in place for guidance. ACWA will be a big part of evaluation of the bond. The ACWA board is expected to approve the policy principals before presentation to the public.

8. Items for next WAC/TAC agenda

Long Range Financial Plan status update

Standing item on the agenda – sharing about what is happening at individual city/district

Ground Water Management Plan

Budget subcommittee presentation

Biological Opinion Status update

9. Check Out

Next WAC/TAC meeting is February 6

Next TAC meeting is March 5

Meeting adjourned at 10:12a.m.

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Summary
January 26, 2012
Water Supply Coordination Council Meeting

The WSCC is intended to coordinate activities of the Agency, WAC/TAC and other parties as necessary and to report on same pursuant to the Sonoma County Water Agency's September 15, 2009 Resolution #09-0871 to commence and continue development of new water supply projects, plans and strategies to meet the reasonably expected future water demands for the agency's water contractors. The WSCC makes no policy decisions. This WSCC summary is intended to disclose WSCC discussions with the WAC/TAC and other interested parties.

Attendees: Efren Carrillo, Grant Davis, Mark Bramfitt, Jake Mackenzie, Krishna Kumar, Chris DeGabriele

1. Review Draft Summary of Last Meeting (October 19, 2011)

Summary of the October 19, 2011 was reviewed.

2. February 6, 2012 WAC/TAC Meeting

A draft agenda for the Water Advisory Committee and Technical Advisory Committee Meeting scheduled for February 6th was reviewed. The parties agreed upon a WAC/TAC agenda to be distributed.

3. January 9, 2012 TAC Meeting

Chris DeGabriele reported on the January 9, 2012 TAC meeting.

4. FY 2012/13 Draft SCWA Budget

It was noted that the SCWA FY 2012/13 draft budget will be on the February 6th WAC/TAC agenda. A 5.99% increase is proposed and includes funding to restore the L/R/T2 program for contractors which have not yet received their full L/R/T2 share and additional aqueduct capital charges to begin building a reserve and avoid future rate shock if a dry creek pipeline project is needed after 2018. It's expected that a special WAC meeting will be required in March to consider WAC approval for the budget. The TAC chair and vice-chair will assist SCWA with presentations to contractor boards and councils if necessary.

5. Overall Rate Study

Krishna Kumar reported that consultants to conduct the rate study for SCWA will be interviewed the first week of February. The interview panel will consist of three members from the TAC budget sub-committee and three SWCA members.

6. Long Range Financial Planning Coordination

The WAC meeting on February 6th will include an information item on the list of long range financial plan projects. Work on the long range financial plan is ongoing and it

is hoped that a more comprehensive presentation can be made at the May WAC meeting.


7. February 9th Public Policy Facilitating Committee

Efren Carrillo advised that the next PPFC meeting is scheduled February 9th in the Sonoma County Board of Supervisors Chambers. Contactor representatives are encouraged to attend. This is an opportunity to update the status of Biological Opinion Performance with the National Marine Fishery Service, Department of Fish and Game, Regional Water Quality Control Board and Corps of Engineers, and Mendicino County, Russian River Flood Control and Water Conservation Improvement District.

8. Schedule next meeting

The next Water Supply Coordination Council Meeting will be scheduled prior to the May 7, 2012 WAC/TAC Meeting. Date and time to be determined.

MEMORANDUM

To: Board of Directors
From: David L. Bentley, Auditor-Controller 
Subj: Proposed FY13 SCWA Budget
t:\acl\word\scwa\13 budget.doc

February 3, 2012

RECOMMENDED ACTION: Information

FINANCIAL IMPACT: \$160,000 Increase in Purchased Water Cost

The Sonoma County Water Agency's most recent FY13 draft budget proposes a 3.7% increase in the rate for water deliveries for next fiscal year, a significant reduction from the 7% projected in NMWD's financial plan. A 3.7% increase would add \$160,000¹ to North Marin's cost of purchased water in FY13.

Almost half of the proposed increase pertains to NMWD's share of debt service on a planned \$8.2 million 4% loan undertaken by the Agency to pay for a new fish screen, fish ladder, and a 5,000 square-foot educational building. Under the terms of the Restructured Agreement, North Marin has the option to pay cash rather than participate in agency debt service.

NMWD's share of the debt obligation is \$1 million.² Assuming NMWD treasury earnings are less than 4% over the next 20 years, the best decision would be to pay cash as the expenditures for the capital projects are incurred. If NMWD could earn more than 4% on the \$1 million, it would be financially preferable to participate in the debt issue. The question, then, is where will interest rates go over the next 20 years? Over the past 10 years, the LAIF rate, the District's depository for surplus funds, has averaged 2.4%, and over the past 20 years, 3.9%. If history repeats itself, the District would be better served by exercising the cash-out option. Staff has expressed to the Agency that North Marin desires to exercise the cash-out option. We have not yet heard back from them.

The final rate for FY13 will be determined after January water deliveries are tallied. The Water Advisory Committee will then review the budget in February, and presumably approve it in March.

¹ 6,300 AF x \$25.49/AF increase = \$160,000. Assumes STP production of 2,000 AF. 1/13/12 proposed FY13 rate = \$715.91/AF; FY12 rate = \$690.42/AF.

² Per the Restructured Agreement, NMWD pays a ratio of 12.4% of "common costs", representing NMWD's entitlement relative to the system capacity (11.2 MGD of the 90.4 MGD agreed capacity).

FY 12-13 Water Transmission Budget

Overview

The proposed budget for FY 2012–2013 continues to be based on accomplishing a focused set of goals centered around the Water Agency’s Water Supply Strategy Action Plan, including the required elements of the Biological Opinion, continued implementation of hazard mitigation and reliability projects, and normal maintenance of facilities. Whenever possible, alternative sources of revenue, such as FEMA grants and existing fund balances, will be used to finance capital projects

Deliveries

As required by the Restructured Agreement for Water Supply, the budget year forecast deliveries are based on the past 12 months actual deliveries or the 12 month average over the past 36 months, whichever is smaller. The 12 month actual deliveries through December 2011 were 45,551 acre feet and the annual average over the last 36 months was 47,751 acre feet. Therefore, 45,551 acre feet are used to calculate rates in the DRAFT budget submitted to the water contractors. This is a 4.80% drop in water deliveries from the 47,848 acre feet used for the FY 2011-2012 budget and rates. The drop in water delivered continues to be a major factor resulting in increased rates. (Restructured Agreement Section 4.1) Final rates will be calculated after the January water deliveries per agreement with the Technical Advisory Committee.

Rates

The resulting DRAFT rates are shown below:

Charge / Aqueduct	Santa Rosa	Petaluma	Sonoma	% Change
O&M	\$430.63	\$430.63	\$430.63	-1.9%
Water Mgt Planning	1.10	1.10	1.10	-73.7%
Watershed Planning & Restoration	81.79	81.79	81.79	49.9%
Recycled Water	9.00	9.00	9.00	-50.4%
Water Conservation	33.15	33.15	33.15	5.4%
Total O&M	\$ 555.67	\$ 555.67	\$ 555.67	
Storage and Common Bond and Loan Charges	100.60	100.60	100.60	
Sonoma Aqueduct Bond Charge			69.03	
Total Prime without Local Supply and Capital	\$656.27	\$656.27	\$725.30	
Percent Change from FY 11-12 Budget	3.49%	3.49%	3.12%	
Aqueduct Capital Charges	8.50	8.50	8.50	
Local Recycled Water Tier 2 Program	7.14	7.14	7.14	
Total Prime Contractors	\$671.91	671.91	740.94	
Percent Change from Fy 11-12 Budget	5.96%	5.96%	5.35%	

▪ **Water Transmission System Fund**

▪ **Revenues**

The total revenue of the Water Transmission System Agency Fund is budgeted to increase by .32% or \$105,124 to \$32,765,918. This total revenue is comprised of numerous revenue categories, the biggest of which is water sales. Other revenue sources are grants, power sales, meter service installation charges, and interest on cash balances.

Water rates and therefore water revenues will not increase enough to pay for the budgeted capital expenses on a “pay-go” basis. Additional borrowing is planned to make up this difference.

▪ **Expenses**

Expenses for operations and maintenance, capital improvement projects, and main sub-funds are as follows:

	FY 11-12 Budget	FY 12-13 Requested	Change
Operations and Maintenance	\$19,990,500	\$19,804,250	(\$186,250)
Capital Projects	\$4,238,000	\$13,707,562	\$9,469,562
Water Management Planning	\$200,000	\$50,000	(\$150,000)
Watershed Planning and Restoration	\$2,610,680	\$3,725,600	\$1,114,920
Recycled Water and Local Supply	\$947,500	\$985,000	\$37,500
Water Conservation	\$1,505,000	\$1,510,000	\$5,000
Totals	\$29,491,680	\$39,782,412	\$10,290,732

Capital Projects

▪ **Pipeline**

- Santa Rosa Aq Cathodic Protection Upgrade \$800,000
- Santa Rosa Aq Rogers Creek Fault \$1,094,000
- Santa Rosa, Petaluma, and Sonoma Aq - LHMP –Program Design \$75,000
- Petaluma Aq Cathodic Protection \$265,000

▪ **Storage**

- Sonoma Tank Fence Replacement \$90,000
- Kawana to Sonoma Booster Pipeline Design (Reliability and Enhancement) \$350,000
- Petaluma Aq Relocation Kastania \$300,000

▪ **Common**

- Isolation Valves \$133,000
- RDS Liquefaction Mitigation \$150,000
- Russian River Crossing \$405,000
- Mirabel Surge Control \$200,000
- Collector 6 Chlorine Solution Lines \$25,000
- Air Valves \$541,000
- Collector 2and 3 Liquefaction Mitigation \$220,000
- Mark West Creek Crossing \$554,000
- Water Agency Westside Facility \$900,000

FY 12-13 Prime Contractor Rates Summary

	CHARGE PER ACRE FOOT:		
	Santa Rosa Aqueduct	Petaluma Aqueduct	Sonoma Aqueduct
O&M Charge [4.2]	\$430.630	\$430.63	\$430.63
Water Management Planning Sub-charge [4.13]	\$1.10	1.10	1.10
Watershed Planning/Restoration Sub-charge [4.14]	\$81.790	81.79	81.79
Recycled Water & Local Supply Sub-charge [4.15]	\$9.000	9.00	9.00
Water Conservation Sub-charge [4.16]	\$33.150	33.15	33.15
O&M Charge	555.67	555.67	555.67
Bond & Loan Charges	100.60	100.60	169.63
PRIME CONTRACTORS	\$656.27	\$656.27	\$725.30
Increase from FY 11-12	3.49%	3.49%	3.12%
Capital Charges - to build fund balance for future projects	8.50	8.50	8.50
Local Recycled Water Tier 2 Program	7.14	7.14	7.14
PRIME CONTRACTORS	15.64	15.64	15.64
Increase over base rate from FY 11-12	2.26%	2.26%	2.04%
TOTAL PRIME CONTRACTORS	\$671.91	\$671.91	\$740.94
Increase from FY 11-12	5.96%	5.96%	5.35%

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WATER TRANSMISSION SYSTEM
 FY 12-13 WATER CHARGES PER ACRE-FOOT
 FOR PRIME CONTRACTORS

	SANTA ROSA AQUEDUCT	% INCR. (DECR.)	PETALUMA AQUEDUCT	% INCR. (DECR.)	SONOMA AQUEDUCT	% INCR. (DECR.)
2012/13	671.90	5.96%	671.90	5.96%	740.94	5.35%
2011/12	634.11		634.11		703.33	
2010/11	603.92		603.92		674.47	
2009/10	564.78		564.78		622.11	
2008/09	471.13		511.13		486.22	
2007/08	441.70		461.70		453.49	
2006/07	431.29		451.29		442.60	
2005/06	412.68		432.68		424.53	
2004/05	402.51		422.51		414.42	
2003/04	393.89		413.89		407.95	
2002/03	387.49		397.90		387.43	
2001/02	383.29		384.02		373.38	
2000/01	330.76		331.61		320.74	

**WATER TRANSMISSION SYSTEM
FY 12-13 REVENUE SUMMARY CHART**

WATER CUSTOMER	FY 12-13 Budgeted Water Use (Acre- Feet)	FY 11-12 Rate \$/Acre-Foot	FY 12-13 Proposed Rate \$/Acre-Foot	Dollar Change	Percent Change
Santa Rosa Aqueduct	14,592	\$634.11	\$671.90	\$37.79	6.0%
Petaluma Aqueduct	9,918	634.11	671.90	\$37.79	6.0%
Sonoma Aqueduct	7,912	703.33	740.94	\$37.61	5.3%
North Marin Water Dist.	6,193	690.43	715.25	\$24.82	3.6%
Marin Municipal – Third Off Peak	4,300	795.60	833.06	\$37.46	4.7%
Marin Municipal – Supplemental	678	735.64	750.92	\$15.28	2.1%
Forestville Aqueduct	369	634.11	663.40	\$29.29	4.6%
Wholesale/Municipal	988	843.99	889.13	\$45.14	5.3%
Surplus	92	656.84	675.36	\$18.52	2.8%
Windsor	508	760.93	806.29	\$45.36	6.0%
TOTAL	45,551				

WATER TRANSMISSION SYSTEM FUNDS - ESTIMATED ENDING FUND BALANCES



[X] ESTIMATED [] OFFICIAL
 To Be Approved by Board of Directors on April DD, 2012

CHARGE PER ACRE FOOT:

	Santa Rosa Aqueduct	Petaluma Aqueduct	Sonoma Aqueduct
PRIME CONTRACTORS			
<u>O&M Charge [4.2]</u>	\$430.63	\$430.63	\$430.63
Water Management Planning Sub-charge [4.13]	\$1.10	\$1.10	\$1.10
Watershed Planning/Restoration Sub-charge [4.14]	81.79	81.79	81.79
Recycled Water & Local Supply Sub-charge [4.15]	16.14	16.14	16.14
Water Conservation Sub-charge [4.16]	33.15	33.15	33.15
O&M Charge	\$562.80	\$562.80	\$562.80
<u>Capital Charges - to build fund balance for future projects</u>			
Aqueduct Facilities Capital Charges [4.6 e]	\$8.50	\$8.50	\$8.50
<u>Bond & Loan Charges - to pay for existing debt service</u>			
Storage Facilities Capital Charge [4.7]	23.55	23.55	23.55
Common Facilities Capital Charge [4.8]	77.05	77.05	77.05
Aqueduct Facilities Capital Charges [4.6 b]			69.03
<i>Total Capital Charges</i>	\$100.60	\$100.60	\$169.63
TOTAL PRIME CONTRACTORS	\$671.90	\$671.90	\$740.94
Charge without LRT2 and voluntary AQ capital Charge	\$656.27	\$656.27	\$725.30
OTHER AGENCY CUSTOMERS/WHOLESALE CHARGES			
<u>(WATER CO'S & PUBLIC AGENCIES)</u>			
O&M Charge	\$562.80	\$562.80	\$562.80
Capital Charges	100.60	100.60	169.63
Aqueduct Facilities Capital Charge	\$225.73	\$225.73	\$156.69
TOTAL OTHER AGENCY CUSTOMERS/WHOLESALE CHARGES (4.12)	\$889.13	\$889.13	\$889.13
(120% OF HIGHEST PRIME)			
FORESTVILLE			
O&M Charge [4.2] *	\$430.63		
Water Management Planning Sub-charge [4.13]	1.10		
Watershed Planning/Restoration Sub-charge [4.14]	81.79		
Recycled Water & Local Supply Sub-charge [4.15]	16.14		
Water Conservation Sub-charge [4.16]	33.15		
O&M Charge	\$562.80		
<u>Bond & Loan Charges - to pay for existing debt service</u>			
Aqueduct Facilities Capital Charges [4.6]	0.00		
Storage Facilities Capital Charge [4.7]	23.55		
Common Facilities Capital Charge [4.8]	77.05		
<i>Total Capital Charges</i>	\$100.60		
TOTAL FORESTVILLE	\$663.40		
* Forestville Water District exempt from Santa Rosa Aqueduct sub-charge from FY 06/07 to FY 16/17 [4.12].			
NORTH MARIN WATER DISTRICT		\$562.80	Note: N. Marin does not pay an Aq Capital Charge.
O&M Charge		60.33	
North Marin Bond & Loan Charge [4.9]		72.12	
Russian River Conservation Charge [4.18 (a)]		20.00	
Russian River Projects Charge [4.18 (b)]		715.25	
TOTAL NORTH MARIN WATER DISTRICT		715.25	
THIRD OFF-PEAK (MARIN MUNICIPAL)		\$740.94	
Highest Prime		72.12	
Russian River Conservation Charge		20.00	
Russian River Projects Charge		\$833.06	
TOTAL THIRD OFF-PEAK		\$833.06	
SUPPLEMENTAL (MARIN MUNICIPAL)		\$562.80	
O&M Charge		96.00	
Capital Charge [4.11 (b)]		72.12	
Russian River Conservation Charge		20.00	
Russian River Projects Charge		\$750.92	
TOTAL SUPPLEMENTAL		\$750.92	
SURPLUS			
Non-Municipal / Municipal [4.11 (a)]	\$675.36	\$675.36	\$675.36
(120% of O&M Charge)			
Town of Windsor		\$806.29	
Town of Windsor is charged 120% of the highest charge for any other prime contractor on the Santa Rosa Aqueduct from FY 06/07 to FY 21/22 [4.17 (a)]. Town of Windsor pays all subcharges [4.13, 4.14, 4.15, and 4.16] on all water they divert from the Russian River using their equipment [4.17 (b)].			

The applicable section of the Restructured Agreement has been indicated in brackets.

**SCHEDULE OF WATER DELIVERIES BY AQUEDUCT
PAST 36 MONTHS / 12 MONTHS AVERAGE**

		DELIVERING AQUEDUCT				Monthly
		Santa Rosa	Petaluma	Forestville	Sonoma	Total
36	Jan-09	1,288.8	1,755.7	21.3	418.3	3,484.2
35	Feb-09	1,070.2	2,023.7	19.6	381.7	3,495.3
34	Mar-09	982.2	1,828.7	19.1	440.2	3,270.1
33	Apr-09	1,653.0	2,945.9	37.0	788.3	5,424.2
32	May-09	1,511.9	2,309.9	33.9	614.8	4,470.4
31	Jun-09	1,927.5	2,458.4	49.7	756.6	5,192.2
30	Jul-09	1,664.3	1,988.5	49.5	672.7	4,375.1
29	Aug-09	2,065.7	2,256.5	56.4	673.9	5,052.4
28	Sep-09	1,867.7	1,880.7	49.2	603.3	4,400.9
27	Oct-09	1,057.5	1,604.8	29.7	606.3	3,298.3
26	Nov-09	1,088.8	2,291.5	26.7	619.6	4,026.7
25	Dec-09	977.2	1,911.5	21.1	453.5	3,363.2
24	Jan-10	928.4	1,781.2	19.8	432.1	3,161.5
23	Feb-10	1,000.7	1,754.1	23.2	417.3	3,195.4
22	Mar-10	1,283.1	2,172.1	24.7	525.4	4,005.2
21	Apr-10	903.5	1,374.8	21.0	442.0	2,741.2
20	May-10	1,270.8	1,482.9	26.0	621.1	3,400.8
19	Jun-10	1,883.7	2,061.9	43.9	863.0	4,852.4
18	Jul-10	1,914.8	2,156.8	45.1	886.9	5,003.6
17	Aug-10	1,934.1	2,616.2	54.9	1,077.9	5,683.1
16	Sep-10	1,560.0	2,158.2	47.3	916.7	4,682.3
15	Oct-10	1,355.7	1,906.8	38.0	779.9	4,080.4
14	Nov-10	1,145.1	1,614.3	24.6	547.4	3,331.4
13	Dec-10	1,188.7	1,982.0	23.7	516.6	3,711.0
12	Jan-11	965.7	1,446.8	19.8	420.4	2,852.8
11	Feb-11	996.1	1,574.5	17.9	421.7	3,010.3
10	Mar-11	945.0	1,308.7	19.3	424.2	2,697.1
9	Apr-11	1,044.8	1,295.4	21.8	516.5	2,878.5
8	May-11	1,722.0	2,407.1	36.4	954.1	5,119.6
7	Jun-11	1,331.5	1,883.3	32.5	747.8	3,995.1
6	Jul-11	1,503.0	2,218.8	39.4	922.5	4,683.8
5	Aug-11	2,204.3	2,676.0	55.1	935.9	5,871.2
4	Sep-11	1,323.5	2,206.3	41.7	844.9	4,416.4
3	Oct-11	784.5	1,557.1	29.3	680.6	3,051.5
2	Nov-11	1,031.6	1,641.7	29.0	634.3	3,336.6
1	Dec-11	1,340.0	1,861.8	27.2	409.0	3,638.1
Total Deliveries		48,715.4	70,394.7	1,174.9	22,967.5	143,252.4
3-Year Annual Average		16,238.5	23,464.9	391.6	7,655.8	47,750.8
Past 12 Months		15,192.2	22,077.4	369.5	7,911.9	45,551.0
Total Deliveries		48,715.4	70,394.7	1,174.9	22,967.5	143,252.4
Less: North Marin			19,773.6			19,773.6
Marin Municipal			18,676.8			18,676.8
Sonoma Co. Deliveries		48,715.4	31,944.3	1,174.9	22,967.5	104,802.0
3-Year Annual Average		16,238.5	10,648.1	391.6	7,655.8	34,934.0

SONOMA COUNTY WATER AGENCY
 SCHEDULE OF ACTUAL PRIOR 12 MONTHS WATER DELIVERIES IN ACRE FEET (BY CUSTOMER TYPE)
 JANUARY 11 THROUGH DECEMBER 11 (Applicable Years as Indicated)

Aqueduct No.	JAN 11	FEB 11	MAR 11	APR 11	MAY 11	JUN 11	JUL 11	AUG 11	SEPT 11	OCT 11	NOV 11	DEC 11	TOTAL
PRIMES													
1	1,080.6	1,105.5	1,076.6	1,207.1	1,995.2	1,528.1	1,796.9	2,338.0	1,608.0	1,017.9	1,133.5	1,292.6	17,180.0
2	371.0	384.7	341.9	412.4	786.7	707.5	883.6	1,020.1	741.8	602.7	576.0	551.0	7,379.4
2	526.2	396.6	208.4	236.2	662.0	554.9	678.9	874.1	781.5	393.4	328.4	552.4	6,192.8
2	263.3	264.9	266.6	285.0	460.1	310.3	339.4	350.3	269.5	231.5	260.6	294.2	3,595.8
2	26.0	27.3	27.0	33.5	59.3	51.3	55.2	79.3	52.9	36.7	32.8	29.2	510.4
1	25.6	40.9	34.7	47.5	78.4	50.8	48.3	42.6	48.1	33.2	32.3	31.8	514.1
4	84.5	89.6	79.8	105.0	226.5	170.9	208.2	281.5	211.0	150.8	163.0	139.2	1,910.0
4	129.8	127.4	122.0	133.5	220.5	175.8	216.6	283.9	224.8	166.5	213.1	195.6	2,209.6
	2,507.1	2,437.0	2,156.9	2,460.1	4,488.7	3,549.7	4,227.0	5,269.7	3,937.6	2,632.5	2,739.7	3,086.1	39,492.1
TOTAL PRIMES													
OTHER AGENCY CUSTOMERS													
1	16.9	6.1	11.1	14.9	50.6	48.5	45.3	62.2	45.6	18.8	13.9	10.1	343.9
2	10.2	10.7	10.1	10.4	17.9	16.1	18.9	24.9	18.7	15.9	14.4	13.0	181.1
4	2.2	2.5	2.9	4.3	7.7	6.0	8.2	10.6	8.6	6.7	5.0	4.8	69.6
4	0.2	0.2	0.2	0.2	0.5	0.4	0.5	0.8	0.9	0.6	0.4	0.3	5.0
3	19.9	18.0	19.4	21.9	36.9	33.0	40.2	56.1	43.0	30.1	29.2	27.3	375.0
1	0.1	0.2	0.1	0.1	0.3	0.2	0.3	0.4	0.5	0.2	0.2	0.2	2.8
2	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
4	0.5	0.5	0.5	0.5	1.2	1.0	1.3	1.5	1.8	1.0	0.6	0.6	11.0
	50.0	38.1	44.2	52.4	115.0	105.2	114.6	156.5	119.2	73.2	63.7	56.2	988.5
TOTAL OTHER AGY. CUST													
OFF-PEAK CUSTOMERS													
2	293.6	534.2	494.8	358.0	498.2	334.7	332.7	425.8	343.0	340.1	530.0	493.3	4,978.4
Marin Municipal													
SURPLUS CUSTOMERS													
1	0.1	0.1	0.2	6.2	1.8	2.1	4.4	9.7	9.4	2.4	0.8	0.5	37.7
2	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
4	2.0	0.9	1.0	1.9	15.8	3.3	5.1	9.5	7.3	3.2	2.2	2.0	54.3
	2.1	1.0	1.2	8.0	17.6	5.5	9.6	19.3	16.7	5.6	3.1	2.5	92.0
TOTAL SURPLUS CUST.													
TOTAL DELIVERIES													
	2,852.8	3,010.3	2,697.1	2,878.5	5,119.6	3,995.1	4,683.8	5,871.2	4,416.4	3,051.5	3,336.6	3,638.1	45,551.0

FY 2012-13 BUDGET

Water Transmission System Agency Fund

ESTIMATED WATER DELIVERIES AND WATER SALES - O&M plus Surcharges

Sub-Object 4161

REVENUE CATEGORY	ESTIMATED ACRE FEET DELIVERED	ESTIMATED RATES	ESTIMATED REVENUE
WATER SALES - O&M			
1 PRIMES without Surcharges	39,492.1	430.63	17,006,494
2 OTHER AGENCY CUSTOMERS	988.5	756.96	748,237
3 MARIN MUNICIPAL (OFF-PEAK)	4,300.0	700.88	3,013,805
4 MARIN MUNICIPAL (SUPPLEMENTAL)	678.4	618.75	419,781
5 SURPLUS CUSTOMERS	92.0	543.19	49,970
TOTAL WATER SALES - O&M	45,551.0	N/A	\$21,238,287

Sub-Object 4175, 4176, 4177, and 4178

REVENUE CATEGORY	ESTIMATED ACRE FEET DELIVERED	ESTIMATED RATES	ESTIMATED REVENUE
WATER SALES - Sub-charges			
1a Water Management Planning Sub-charge [4.13]	45,551.0	1.10	50,000
1b Watershed Planning/Restoration Sub-charge [4.14]	45,551.0	81.79	3,725,600
1c Recycled Water & Local Supply Sub-charge [4.15]	45,551.0	16.14	735,000
1d Water Conservation Sub-charge [4.16]	45,551.0	33.15	1,510,000
TOTAL WATER SALES - Subcharges	45,551.0	N/A	\$6,020,600

FY 2012-13 BUDGET

Water Transmission System Agency Fund

SANTA ROSA AQUEDUCT ESTIMATED WATER DELIVERIES AND WATER SALES - O&M plus Surcharges

Sub-Object 4161

REVENUE CATEGORY	ESTIMATED ACRE FEET DELIVERED	ESTIMATED RATES	ESTIMATED REVENUE
<u>WATER SALES - O&M</u>			
1 SANTA ROSA AQUEDUCT	15,192.2	430.63	6,542,212

Sub-Object 4175, 4176, 4177, and 4178

REVENUE CATEGORY	ESTIMATED ACRE FEET DELIVERED	ESTIMATED RATES	ESTIMATED REVENUE
<u>WATER SALES - Sub-charges</u>			
1a Water Management Planning Sub-charge [4.13]	15,192.2	1.10	16,676
1b Watershed Planning/Restoration Sub-charge [4.14]	15,192.2	81.79	1,242,563
1c Recycled Water & Local Supply Sub-charge [4.15]	15,192.2	16.14	245,137
1d Water Conservation Sub-charge [4.16]	15,192.2	33.15	503,615
TOTAL WATER SALES - Sub-charges	15,192.2	N/A	\$2,007,991

REVENUE CATEGORY	ESTIMATED ACRE FEET DELIVERED	ESTIMATED RATES	ESTIMATED REVENUE
<u>CAPITAL CHARGES</u>			
Aqueduct Facilities Capital Charges [4.6 e]	15,192.2	8.50	129,134
<u>BOND AND LOAN CAPITAL CHARGES</u>			
Storage Facilities Capital Charge [4.7]	15,192.2	23.55	357,851
Common Facilities Capital Charge [4.8]	15,192.2	77.05	1,170,511
Aqueduct Facilities Capital Charges [4.6 b]	15,192.2	0.00	0
TOTAL WATER SALES - Capital & Bond and Loan Charges	15,192.2	N/A	\$1,657,496

TOTAL ESTIMATED REVENUE \$10,207,699

FY 2012-13 BUDGET

Water Transmission System Agency Fund

PETALUMA AQUEDUCT ESTIMATED WATER DELIVERIES AND WATER SALES - O&M plus Surcharges

Sub-Object 4161

REVENUE CATEGORY	ESTIMATED ACRE FEET DELIVERED	ESTIMATED RATES	ESTIMATED REVENUE
WATER SALES - O&M			
1 PETALUMA AQUEDUCT	22,077.4	430.63	9,507,212

Sub-Object 4175, 4176, 4177, and 4178

REVENUE CATEGORY	ESTIMATED ACRE FEET DELIVERED	ESTIMATED RATES	ESTIMATED REVENUE
WATER SALES - Sub-charges			
1a Water Management Planning Sub-charge [4.13]	22,077.4	1.10	24,234
1b Watershed Planning/Restoration Sub-charge [4.14]	22,077.4	81.79	1,805,705
1c Recycled Water & Local Supply Sub-charge [4.15]	22,077.4	16.14	356,236
1d Water Conservation Sub-charge [4.16]	22,077.4	33.15	731,859
TOTAL WATER SALES - Subcharges	22,077.4	N/A	\$2,918,034

REVENUE CATEGORY	ESTIMATED ACRE FEET DELIVERED	ESTIMATED RATES	ESTIMATED REVENUE
CAPITAL CHARGES			
Aqueduct Facilities Capital Charges [4.6 e]	22,077.4	8.50	187,658
BOND AND LOAN CAPITAL CHARGES			
Storage Facilities Capital Charge [4.7]	22,077.4	23.55	520,034
Common Facilities Capital Charge [4.8]	22,077.4	77.05	1,701,000
Aqueduct Facilities Capital Charges [4.6 b]	22,077.4	0.00	0
TOTAL WATER SALES - Capital & Bond and Loan Charges	22,077.4	N/A	\$2,408,692

TOTAL ESTIMATED REVENUE \$14,833,938

FY 2012-13 BUDGET
Water Transmission System Agency Fund
SONOMA AQUEDUCT ESTIMATED WATER DELIVERIES AND WATER SALES - O&M plus Surcharges
Sub-Object 4161

REVENUE CATEGORY	ESTIMATED ACRE FEET DELIVERED	ESTIMATED RATES	ESTIMATED REVENUE
<u>WATER SALES - O&M</u>			
1 SONOMA AQUEDUCT	7,911.9	430.63	3,407,113

Sub-Object 4175, 4176, 4177, and 4178

REVENUE CATEGORY	ESTIMATED ACRE FEET DELIVERED	ESTIMATED RATES	ESTIMATED REVENUE
<u>WATER SALES - Sub-charges</u>			
1a Water Management Planning Sub-charge [4.13]	7,911.9	1.10	8,685
1b Watershed Planning/Restoration Sub-charge [4.14]	7,911.9	81.79	647,113
1c Recycled Water & Local Supply Sub-charge [4.15]	7,911.9	16.14	127,665
1d Water Conservation Sub-charge [4.16]	7,911.9	33.15	262,277
TOTAL WATER SALES - Subcharges	7,911.9	N/A	\$1,045,740

REVENUE CATEGORY	ESTIMATED ACRE FEET DELIVERED	ESTIMATED RATES	ESTIMATED REVENUE
<u>CAPITAL CHARGES</u>			
Aqueduct Facilities Capital Charges [4.6 e]	7,911.9	8.50	67,251
<u>BOND AND LOAN CAPITAL CHARGES</u>			
Storage Facilities Capital Charge [4.7]	7,911.9	23.55	186,365
Common Facilities Capital Charge [4.8]	7,911.9	77.05	609,590
Aqueduct Facilities Capital Charges [4.6 b]	7,911.9	69.03	546,184
TOTAL WATER SALES - Capital & Bond and Loan Charges	7,911.9	N/A	\$1,409,390

TOTAL ESTIMATED REVENUE \$5,862,243

**FY 2012-13 BUDGET
BEGINNING AND ENDING CASH SUMMARY**

Section Title:

Water Transmission System Agency Fund

Section/Index No:

675108

Subobject Title	Actual 2010-11	Estimated 2011-12	Adopted 2011-12	Requested 2012-13	Difference	Percent Change
BEGINNING FUND BALANCE	3,857,624	6,810,781		4,422,151		

REVENUES

USE OF MONEY / PROPERTY

1700 Interest on Pooled Cash	73,335	33,275	33,275	30,250	(3,025)	(9.09%)
1701 Interest Earned	0	0	0	0	0	N/A
1800 Rents /Concessions	0	0	0	0	0	N/A
1801 Rent - Real Estate	450	0	0	0	0	N/A
SUBTOTAL	73,785	33,275	33,275	30,250	(3,025)	(9.09%)

INTERGOVERNMENTAL REVENUES

2400 State - Disaster Relief	0	0	0	0	0	N/A
2680 Federal - Disaster Relief	0	0	0	0	0	N/A
SUBTOTAL	0	0	0	0	0	N/A

CHARGES FOR SERVICES

3666 Meter Service / Install	30,037	20,000	20,000	20,000	0	0.00%
3980 Revenue Applicable to PY	6,470	0	0	0	0	N/A
SUBTOTAL	36,507	20,000	20,000	20,000	0	0.00%

MISCELLANEOUS REVENUES

4039 Sale - Power	774,631	800,000	800,000	800,000	0	0.00%
4040 Miscellaneous Revenues	15,959	0	0	0	0	N/A
4102 Donations/ Reimb.	119,935	0	0	2,000	2,000	N/A
4109 Outdated Warrants	0	0	0	0	0	N/A
4161 Water Sales - O&M	21,044,169	19,998,726	22,911,950	21,322,889	(1,589,061)	(6.94%)
4162 Comm. Rev. Bd. Charge	2,259,385	2,188,616	2,228,411	2,641,768	413,357	18.55%
4163 Storage Rev. Bd. Charge	813,308	793,829	808,229	807,647	(582)	(0.07%)
4164 Sonoma Aq. Rev. Charge	291,170	285,160	294,175	294,056	(119)	(0.04%)
4166 SR Aq. Capital Charge	62,381	65,195	66,445	198,215	131,770	198.31%
4167 Petaluma Aq. Cap. Chg.	0	0	0	187,658	187,658	N/A
4168 Sonoma Aq. Cap. Charge	0	0	0	67,251	67,251	N/A
4169 NM Revenue Bd. Charge	274,455	314,534	315,129	373,583	58,454	18.55%
4175 Water Mgmt Planning Sub-charge	195,087	190,403	200,000	50,000	(150,000)	(75.00%)
4176 Watershed Planning/Rest Sub-charge	1,710,554	2,485,264	2,610,680	3,725,600	1,114,920	42.71%
4177 Recycled Water & Local Supply Sub-charge	811,557	825,840	867,500	735,000	(132,500)	(15.27%)
4178 Water Conservation Sub-charge	1,542,147	1,432,580	1,505,000	1,510,000	5,000	0.33%
4303 State Grant	0	0	0	0	0	N/A
SUBTOTAL	29,914,738	29,380,148	32,607,519	32,715,668	108,149	0.33%

OTHER FINANCING SOURCES

4625 Operating Transfer In	0	0	0	0	0	N/A
SUBTOTAL	0	0	0	0	0	N/A

TOTAL REVENUES

30,025,030	29,433,423	32,660,794	32,765,918	105,124	0.32%
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Section Title:

Water Transmission System Agency Fund

Section/Index No:

675108

Subject Title	Actual 2010-11	Estimated 2011-12	Adopted 2011-12	Requested 2012-13	Difference	Percent Change
EXPENDITURES						
SERVICES AND SUPPLIES						
6020 Clothing / Personal	359	0	0	0	0	N/A
6040 Communications	62,465	75,000	60,000	75,000	15,000	25.00%
6060 Food	0	0	0	0	0	N/A
6080 Household Expense	227	1,362	0	0	0	N/A
6084 Janitorial Supplies	0	0	0	1,000	1,000	N/A
6085 Janitorial Services	0	0	0	0	0	N/A
6104 Fire Insurance	0	0	0	0	0	N/A
6140 Maintenance - Equipment	695,788	765,000	1,024,000	1,425,000	401,000	39.16%
6180 Maintenance - Buildings	75,853	234,000	234,000	0	(234,000)	(100.00%)
6190 Landscaping Service	4,193	0	0	0	0	N/A
6233 Maintenance - Proj Outside	0	0	0	0	0	N/A
6262 Laboratory Supplies	23,711	25,000	20,000	25,000	5,000	25.00%
6280 Memberships	38,791	50,000	75,000	77,500	2,500	3.33%
6300 Miscellaneous	0	0	0	0	0	N/A
6400 Office Expense	2,336	2,000	0	2,000	2,000	N/A
6410 Postage	2,744	3,000	0	1,000	1,000	N/A
6415 Books/Periodicals	780	1,000	0	1,000	1,000	N/A
6430 Printing	1,756	2,000	0	1,000	1,000	N/A
6461 Supplies / Expenses	54,443	55,000	50,000	50,000	0	0.00%
6500 Professional / Special Svcs	0	0	0	0	0	N/A
6512 Testing / Analysis	116,513	135,000	155,000	135,000	(20,000)	(12.90%)
6516 Data Processing Services	256	5,000	0	5,000	5,000	N/A
6522 District Services	660,889	0	0	0	0	N/A
6523 District Operations	8,499,478	9,600,000	10,200,000	9,800,000	(400,000)	(3.92%)
6540 Contract Services	0	15,000	0	30,000	30,000	N/A
6553 Contract-Security Services	20,618	21,000	30,000	25,000	(5,000)	(16.67%)
6570 Consultant Services	290,581	450,000	1,101,000	1,151,750	50,750	4.61%
6589 Permits	0	6,000	0	6,000	6,000	N/A
6590 Engineering Services	0	0	0	0	0	N/A
6595 Feasibility Study	0	0	0	0	0	N/A
6610 Legal Services	6,021	25,000	50,000	50,000	0	0.00%
6616 Change of Venue	0	0	0	0	0	N/A
6635 Fiscal Agent Fees	0	0	0	0	0	N/A
6654 Medical Examinations	0	0	0	0	0	N/A
6706 Water Quality	0	0	0	0	0	N/A
6710 Film Program	0	0	0	0	0	N/A
6800 Public/Legal Notices	2,093	2,000	5,000	5,000	0	0.00%
6820 Rents and Leases-Equip	84,688	100,000	74,000	85,000	11,000	14.86%
6840 Rents and Leases-Bldg/lmp	0	0	0	0	0	N/A
6880 Small Tools - Instruments	81,495	90,000	50,000	90,000	40,000	80.00%
6889 Software	16,645	210,000	210,000	120,000	(90,000)	(42.86%)
6890 Computer Hardware	9,416	10,000	0	10,000	10,000	N/A
7052 Out of State Use Tax	0	0	0	0	0	N/A
7110 Professional Development Admin Mgmt	0	0	0	0	0	N/A
7120 Training-in-Service	16,640	17,000	5,000	18,000	13,000	260.00%
7130 Tuition / Textbook	0	0	0	0	0	N/A
7201 Gas / Oil	2,512	5,000	4,000	5,000	1,000	25.00%
7206 Equipment Usage Charge	664,338	749,000	600,000	750,000	150,000	25.00%
7212 Chlorine Chem/Recorder	735,030	759,000	1,050,000	850,000	(200,000)	(19.05%)
7217 State Permits / Fees	39,645	40,000	25,000	40,000	15,000	60.00%
7247 Water Conservation Prog	0	0	0	0	0	N/A
7250 Reimbursable Projects	0	2,000	0	2,000	2,000	N/A
7277 Recycled Water Use Prog	0	0	0	0	0	N/A
7296 FERC Fees / Costs	4,353	5,000	5,000	5,000	0	0.00%
7297 Riverfront Park Levee Maintenance	7,128	40,000	40,000	40,000	0	0.00%
7301 County Car Expense	0	0	0	0	0	N/A
7302 Travel Expense	22,044	22,000	20,000	20,000	0	0.00%
7303 Private Car Expense	2,248	2,000	2,500	2,000	(500)	(20.00%)

Section Title:

Water Transmission System Agency Fund

Section/Index No:

675108

Subobject Title	Actual 2010-11	Estimated 2011-12	Adopted 2011-12	Requested 2012-13	Difference	Percent Change
7320 Utilities	299	1,000	1,000	1,000	0	0.00%
7394 Power	4,475,440	4,900,000	4,900,000	4,900,000	0	0.00%
7480 Expense applicable to Prior Year	0	0	0	0	0	N/A
SUBTOTAL	16,721,816	18,424,362	19,990,500	19,804,250	(186,250)	(0.93%)
OTHER CHARGES						
7920 Interest Expense	0	120,618	58,956	43,146	(15,810)	(26.82%)
7924 Interest-PY	(7,243)	0	0	0	0	N/A
7980 Depreciation	5,287,938	5,580,182	5,500,000	5,700,000	200,000	3.64%
7981 Amortization	0	27,110	0	129,000	129,000	N/A
8010 Contribution to Non-County	0	0	0	0	0	N/A
8090 Loss on Fixed Assets	0	0	0	0	0	N/A
SUBTOTAL	5,280,695	5,727,910	5,558,956	5,872,146	313,190	5.63%
FIXED ASSETS						
8510 Buildings / Improvements	237	70,000	0	70,000	70,000	N/A
8515 Engineering Costs	541	9,000	0	0	0	N/A
8517 Administration	458	9,000	0	0	0	N/A
8533 SCWA-New Metered Ser	1,152	20,000	20,000	20,000	0	0.00%
8560 Equipment	529,964	430,000	430,000	30,000	(400,000)	(93.02%)
8562 Comp/Word Process Equip	0	0	0	0	0	N/A
8571 Field Equipment	0	0	0	0	0	N/A
8572 Laboratory Equipment	0	0	0	0	0	N/A
8573 Mobile Equipment	0	0	0	0	0	N/A
8574 Shop Equipment	0	0	0	0	0	N/A
9482 Amort WIP Outlay	60,000	100,000	0	0	0	N/A
SUBTOTAL	592,352	638,000	450,000	120,000	(330,000)	(73.33%)
OTHER FINANCING USES						
8625 OT - W/in Special Dist	9,357,507	12,249,073	12,682,156	11,727,785	(954,371)	(7.53%)
SUBTOTAL	9,357,507	12,249,073	12,682,156	11,727,785	(954,371)	(7.53%)
APPROP. FOR CONTINGENCIES						
9000 Approp. for Contingencies	0	140,000	140,000	140,000	0	0.00%
SUBTOTAL	0	140,000	140,000	140,000	0	0.00%
ADMIN. CONTROL ACCOUNT						
9200 Ent - Principal	0	266,752	266,752	282,562	15,810	5.93%
9209 Ent - Principal Clearing	0	(266,752)	(266,752)	(282,562)	(15,810)	5.93%
SUBTOTAL	0	0	0	0	0	N/A
PRIOR YEAR ENCUMBRANCE EXPENSE						
9614 PY Enc - Maintenance Equip	30,080	0	0	0	0	N/A
9618 PY Enc - Maintenance Bldgs/Imp	0	0	0	0	0	N/A
9640 PY Enc - Office Expense	0	0	0	0	0	N/A
9650 PY Enc - Profess / Special	668,586	0	0	0	0	N/A
9688 PY Enc - Small Tools / Instruments	0	0	0	0	0	N/A
9700 PY Enc - Special Dept Exp	0	0	0	0	0	N/A
9852 PY Enc - Bldg / Imp / Equip	0	0	0	0	0	N/A
9853 PY Enc - Equip	163,043	0	0	0	0	N/A
SUBTOTAL	861,709	0	0	0	0	N/A
TOTAL EXPENDITURES	32,814,079	37,179,345	38,821,612	37,664,181	(1,157,431)	(2.98%)
Depreciation/Amortization	5,287,938	5,607,292		5,829,000		
Outstanding Encumbrances - (Decrease) Fund Balance	461,511	0		0		

Section Title:

Water Transmission System Agency Fund

Section/Index No:

675108

Subobject Title	Actual 2010-11	Estimated 2011-12	Adopted 2011-12	Requested 2012-13	Difference	Percent Change
PY Encumbrances				0		
Change in Prudent Reserve	0	(250,000)		0		
Post Audit Adjustments-Payables	0	0		0		
Post Audit Adjustments-Receivables	0	0		0		
Post Audit Adjustments-Inventory	0	0		0		
Post Audit Adjustments-Prepaid Expense	0	0		0		
Increase in Recycled/Conservation Deposits	0	0		0		
Capitalized Interest	(7,243)	0		0		
Gain/Loss of Disposal of Fixed Asset	0	0		0		
Reclass of Prior Year Asset	0	0		0		
ENDING FUND BALANCE	6,810,781	4,422,151		5,352,889		

Operations and Maintenance 675108 Fund Balance Reserve Goal
Over/(Under) Goal

5,059,099
293,790

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Water Transmission System Agency Fund
Major Services & Supplies Expenditure Items

Sub-Object No. and Title	Actual FY 10-11	Adopted FY 11-12	Requested FY 12-13	Difference	Percent Change
<u>6140 Maintenance - Equipment</u> See Project List on page A-12 for detail.	695,788	1,024,000	1,425,000	401,000	39.2%
<u>6180 Maintenance - Projects</u> Starting in Fy 2012/13 the costs to maintain the pumping, storage, pipeline and hydro-electric facilities will be budgeted in 6140.	75,853	234,000	0	(234,000)	-100.0%
<u>6280 Memberships</u> Reflects level of actual expenditures.	38,791	75,000	77,500	2,500	3.3%
<u>6461 Supplies / Expenses</u> No change from prior year.	54,443	50,000	50,000	0	0.0%
<u>6512 Testing / Analysis</u> Anticipated lower costs based on prior year actuals.	116,513	155,000	135,000	(20,000)	-12.9%
<u>6523 District Operations</u> Reflects MTO and held vacancies.	8,499,478	10,200,000	9,800,000	(400,000)	-3.9%
<u>6570 Consultant Services</u> See Consultant Services Project List for detail on page A-13.	290,581	1,101,000	1,151,750	50,750	4.6%
<u>6610 Legal Services</u> No change from prior year.	6,021	50,000	50,000	0	0.0%
<u>7206 Equipment Usage Charge</u> Increased expenditures based on prior year actuals and maintenance required.	664,338	600,000	750,000	150,000	25.0%
<u>7212 Chlorine Chemical / Recorder</u> Reflects level of actual expenditures.	735,030	1,050,000	850,000	(200,000)	-19.0%
<u>7394 Power</u> No change from prior year.	4,475,440	4,900,000	4,900,000	0	0.0%
<u>8560 Equipment</u> Reflects change in how we account for some "maintenance" projects. Many projects that were previously budgeted under "6180" are now budgeted here.	529,964	430,000	30,000	(400,000)	-93.0%

FY 2012-13 BUDGET

Water Transmission System Agency Fund

	DESCRIPTION - 6180 Maintenance Buildings	AMOUNT
1	Combined with 6140	
6180 Total		\$ -

	DESCRIPTION - 6140 Maintenance -Contracts and Equipment	AMOUNT
1	Electrical Supplies and Maintenance Services	300,000
2	Pump and Pipeline Supplies and Maintenance Services	250,000
3	Hardware and Miscellaneous Supplies	160,000
4	Water Treatment Systems Supplies and Maintenance Services	80,000
5	Safety Equipment and Safety Equipment Testing	70,000
6	Grounds Maintenance	40,000
7	Prefunding Cotati Tank #3 Recoat	525,000
6140 Total		\$ 1,425,000

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**Water Transmission Agency Fund, #675108
Multi-Year Subobject Review
FY 2012-13 BUDGET**

Subobject Title	Subobject Number	Actual FY 05/06	Actual FY 06/07	Actual FY 07/08	Actual FY 08/09	Actual FY 09/10	Actual FY 10/11	Estimate FY 11/12	Budget FY 12-13
Maintenance - Equipment	6140	114,538	1,777,109	1,036,922	927,294	865,722	695,788	765,000	1,425,000
Maintenance - Bldg/Imp	6180	7,344,865	1,949,875	1,880,212	495,840	272,670	75,853	234,000	0
District Administration	6522	5,682,854	5,722,654	8,047	9,169	6,344	660,889	0	0
District Operations	6523	0	3,208,841	10,589,066	10,820,013	10,062,360	8,499,478	9,600,000	9,800,000
Total of the Four Cost Categories		\$ 13,142,257	\$ 12,669,479	\$ 13,514,247	\$ 12,252,316	\$ 11,207,096	\$ 9,932,008	\$ 10,599,000	\$ 11,225,000
<i>Percentage Change from Prior Year</i>			<i>-3.68%</i>	<i>6.76%</i>	<i>-9.34%</i>	<i>-8.53%</i>	<i>-11.38%</i>	<i>6.72%</i>	<i>5.91%</i>

These subobjects are combined to allow review of SCWA labor expenses. In mid-year FY 06/07, an accounting change was processed to isolate SCWA labor costs to subobject 6523. Prior to that accounting change, SCWA labor costs were included within subobjects 6140, 6180, and 6523.

Subobject Title	Subobject Number	Actual FY 05/06	Actual FY 06/07	Actual FY 07/08	Actual FY 08/09	Actual FY 09/10	Actual FY 10/11	Estimate FY 11/12	Budget FY 12-13
Consulting Service	6570	\$ 580,672	\$ 693,373	\$ 712,593	\$ 860,688	\$ 653,985	\$ 290,581	\$ 450,000	\$ 1,151,750
<i>Percentage Change from Prior Year</i>			<i>17.39%</i>	<i>2.77%</i>	<i>20.78%</i>	<i>-24.02%</i>	<i>-55.57%</i>	<i>54.86%</i>	<i>155.94%</i>

Itemized Detail for 6570 Consulting Services

DESCRIPTION	Budget FY 12-13
Collector 1&2 Rehab Feasibility Study	125,000
LBNL Wohler Geophysics (phase 2 & 3)	15,000
LHMP Update / Program Design	75,000
Energy Optimization	30,000
USGS Water Quality (Diversion Facilities) and SW/GW Studies	40,000
Rate Study	60,000
Surface Water/Groundwater Model (HEC)	100,000
Dry Creek Stream Gauges	35,000
Engineering Services	100,000
Operations Support	15,000
IRWMPs	97,500
Conservation strategy group	25,000
Legislative Advocacy	50,000
Natural Resource Results	15,000
Miscellaneous Small Projects	14,250
Programmable Logic Control and Maintenance	15,000
Tank Inspection & Cleaning	50,000
Catholic Protection Design Agreements	50,000
Water Shortage Allocation Methodology	90,000
5-Year Water Quality Study	150,000
6570 Total	\$ 1,151,750

Subobject Title	Subobject Number	Actual FY 05/06	Actual FY 06/07	Actual FY 07/08	Actual FY 08/09	Actual FY 09/10	Actual FY 10/11	Estimate FY 11/12	Budget FY 12-13
Power Usage Review	7394	\$ 2,614,786	\$ 3,237,565	\$ 5,930,313	\$ 4,324,287	\$ 3,739,841	\$ 4,475,440	\$ 4,900,000	\$ 4,900,000
<i>Percentage Change from Prior Year</i>			<i>15.02%</i>	<i>63.17%</i>	<i>-16.90%</i>	<i>-24.11%</i>	<i>20%</i>	<i>9%</i>	<i>0%</i>

Water Transmission System Agency Fund
Local Supply / Recycled Water / Tier 2 Programs
Balance as of January 13, 2012

<i>Contractor</i>	<i>10-Year Allocation</i>	<i>Amount Approved</i>	<i>Amount Disbursed</i>	<i>Balance Available</i>
Santa Rosa	\$5,065,236	\$4,003,876	\$3,908,003	1,157,233
Petaluma	2,197,913	2,197,913	2,197,913	0
MMWD	1,724,026	1,000,000	1,000,000	724,026
NMWD	1,846,726	1,846,726	1,846,726	0
Rohnert Park	649,629	649,629	0	649,629
VOM WD	627,875	627,875	627,875	0
Sonoma	539,411	450,000	264,294	275,117
Windsor	86,996	86,996	86,996	0
Cotati	157,235	0	0	157,235
Forestville	104,953	104,953	104,953	0
TOTAL	\$13,000,000	\$10,967,968	\$10,036,760	\$2,963,240

Program started June 30, 2000 - No end date specified.

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**FY 2012-13 BUDGET
BEGINNING AND ENDING CASH SUMMARY**

Section Title: Storage Facilities

Section/Index No: 675405

Subsubject Title	Actual 2010-11	Estimated 2011-12	Adopted 2011-12	Requested 2012-13	Difference	Percent Change
BEGINNING FUND BALANCE	695,194	584,648		70,537		

REVENUES

USE OF MONEY / PROPERTY

1700 Interest on Pooled Cash	4,294	4,070	4,070	1,250	(2,820)	(69.29%)
SUBTOTAL	4,294	4,070	4,070	1,250	(2,820)	(69.29%)

MISCELLANEOUS REVENUE

4102 Donations/Reimbursements (Petaluma AQ - Caltrans Project)	0	150,000	0	0	0	N/A
SUBTOTAL	0	150,000	0	0	0	N/A

CHARGES FOR SERVICES

3145 Plans/Specs	60	0	0	0	0	N/A
SUBTOTAL	60	0	0	0	0	N/A

OTHER FINANCING SOURCES

4625 OT - W/in Special Dist	16,874	0	0	740,000	740,000	N/A
SUBTOTAL	16,874	0	0	740,000	740,000	N/A

Residual Equity Transfer In

4865 Residual Equity Transfer In	0	0	0	0	0	N/A
SUBTOTAL	0	0	0	0	0	N/A

TOTAL REVENUES	21,228	154,070	4,070	741,250	737,180	18112.53%
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EXPENDITURES

OTHER CHARGES

7924 Interest - Prior Year	(8,781)	0	0	0	0	N/A
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FIXED ASSETS

8510 Buildings/Improvements	40,491	0	0	90,000	90,000	N/A
8515 Engineering Costs	18,813	83,665	0	0	0	N/A
8517 Admnsitration	16,572	0	0	0	0	N/A
8542 Kawana Springs Reservoir	0	0	0	0	0	N/A
9137 Eldridge Booster Pump	0	0	0	0	0	N/A
9144 Reservoir inlet/outlet	0	0	0	0	0	N/A
9150 Kawana Spg Res. Pipeline	0	0	0	0	0	N/A
9151 Pipeline Rights - City of Sant	0	0	0	0	0	N/A
9153 Reservoir Siesmic Valves	0	0	0	0	0	N/A
9157 Cotati Res. Revegetation	0	0	0	0	0	N/A
8543 Petaluma Aque Relocation	45,696	300,000	150,000	300,000	150,000	100.00%
9162 Kawana to Ralphine Tanks	10,202	284,516	75,000	350,000	275,000	366.67%

9168 Kawana Springs Tank # 2	0	0	0	0	0	N/A
9171 Oakmont Pipeline	0	0	0	0	0	N/A
SUBTOTAL	131,774	668,181	225,000	740,000	515,000	228.89%
TOTAL EXPENDITURES	122,993	668,181	225,000	740,000	515,000	228.89%
Outstanding Encumbrances - Net C	0	0				
Long Term Debt proceeds	0	0				
Capitalized Interest	(8,781)	0		0		
CIP Adjustment	0					

ENDING FUND BALANCE	584,648	70,537	71,787
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**FY 2012-13 BUDGET
BEGINNING AND ENDING CASH SUMMARY**

Section Title:

Storage Facilities Revenue Bond - 2003A

Section/Index No:

675462

Subobject Title	Actual 2010-11	Estimated 2011-12	Adopted 2011-12	Requested 2012-13	Difference	Percent Change
BEGINNING FUND BALANCE	\$256,881	\$309,202		\$360,409		
REVENUES						
<u>USE OF MONEY / PROPERTY</u>						
1700 Interest on Pooled Cash	1,741	1,304	1,304	1,185	(119)	(9.13%)
1701 Interest Earned	54	0	0	0	0	N/A
SUBTOTAL	1,795	1,304	1,304	1,185	(119)	(9.13%)
<u>ADMINISTRATIVE CONTROL</u>						
4200 Long Term Debt Proceeds	0	0	0	0	0	N/A
4209 Long Term Debt Clearing	0	0	0	0	0	N/A
SUBTOTAL	0	0	0	0	0	N/A
<u>OTHER FINANCING SOURCES</u>						
4625 OT - W/in Special Dist	357,755	358,508	358,508	357,683	(825)	(0.23%)
SUBTOTAL	357,755	358,508	358,508	357,683	(825)	(0.23%)
TOTAL REVENUES	359,550	359,812	359,812	358,868	(944)	(0.26%)
EXPENDITURES						
<u>SERVICES AND SUPPLIES</u>						
6635 Fiscal Agent Fees	783	1,500	1,500	1,500	0	0.00%
6640 Debt Insurance Costs	2,822	2,822	2,822	2,822	0	0.00%
SUBTOTAL	3,605	4,322	4,322	4,322	0	0.00%
<u>OTHER CHARGES</u>						
7920 Interest	191,620	187,622	187,622	182,250	(5,372)	(2.86%)
7923 Discount / Bonds	319	319	319	319	0	0.00%
SUBTOTAL	191,939	187,941	187,941	182,569	(5,372)	(2.86%)
<u>OTHER FINANCING USES</u>						
8625 OT - W/in Special Dist	0	0	0	240,000	240,000	N/A
SUBTOTAL	0	0	0	240,000	240,000	N/A
<u>ADMIN. CONTROL ACCOUNT</u>						
9200 Ent - Principal	114,828	119,483	119,483	124,138	4,655	3.90%
9209 Ent - Principal Clearing	(114,828)	(119,483)	(119,483)	(124,138)	(4,655)	3.90%
SUBTOTAL	0	0	0	0	0	N/A
TOTAL EXPENDITURES	195,544	192,263	192,263	426,891	234,628	122.03%
Increase in Bonds Payable	0	0		0		
Amort. of Bond Issuance Costs	3,141	3,141		3,141		
Principal Payment	(114,826)	(119,483)		(124,138)		
ENDING FUND BALANCE	\$309,202	\$360,409		\$171,389		

**FY 2012-13 BUDGET
BEGINNING AND ENDING CASH SUMMARY**

Section Title:

Storage Facilities Revenue Bonds 2006

Section/Index No:

675488

Subsubject Title	Actual 2010-11	Estimated 2011-12	Adopted 2011-12	Requested 2012-13	Difference	Percent Change
BEGINNING FUND BALANCE	\$416,964	\$467,253		\$534,553		
REVENUES						
<u>USE OF MONEY / PROPERTY</u>						
1700 Interest on Pooled Cash	2,722	4,065	4,065	1,500	(2,565)	(63.10%)
1701 Interest Earned	69	0	0	0	0	N/A
SUBTOTAL	2,791	4,065	4,065	1,500	(2,565)	(63.10%)
<u>ADMINISTRATIVE CONTROL</u>						
4200 Long Term Debt Proceeds	0	0	0	0	0	N/A
4209 Long Term Debt Clearing	0	0	0	0	0	N/A
SUBTOTAL	0	0	0	0	0	N/A
<u>OTHER FINANCING SOURCES</u>						
4625 OT - W/in Special Dist	449,236	449,721	449,721	449,964	243	0.05%
SUBTOTAL	449,236	449,721	449,721	449,964	243	0.05%
TOTAL REVENUES	452,027	453,786	453,786	451,464	(2,322)	(0.51%)
EXPENDITURES						
<u>SERVICES AND SUPPLIES</u>						
6635 Fiscal Agent Fees	1,301	2,500	2,500	2,500	0	0.00%
6640 Debt Insurance Costs	4,575	4,576	4,576	4,576	0	0.00%
SUBTOTAL	5,876	7,076	7,076	7,076	0	0.00%
<u>OTHER CHARGES</u>						
7920 Interest	262,044	257,184	257,184	252,112	(5,072)	(1.97%)
7922 Premium-Call Bonds	(2,223)	0	0	0	0	N/A
SUBTOTAL	259,821	257,184	257,184	252,112	(5,072)	(1.97%)
<u>OTHER FINANCING USES</u>						
8625 OT - W/in Special Dist	16,874	0	0	500,000	500,000	N/A
SUBTOTAL	16,874	0	0	500,000	500,000	N/A
<u>ADMIN. CONTROL ACCOUNT</u>						
9200 Ent - Principal	121,518	126,802	126,802	132,085	5,283	4.17%
9209 Ent - Principal Clearing	(121,518)	(126,802)	(126,802)	(132,085)	(5,283)	4.17%
SUBTOTAL	0	0	0	0	0	N/A
TOTAL EXPENDITURES	282,571	264,260	264,260	759,188	494,928	187.29%
Cost of Issuance	0			0		
Restricted Cash w/Fiscal Agent	0			0		
Increase in Bonds Payable	0	0		0		
Amort of Bond Premium	0	0		0		
Amort. of Bond Issuance Costs	2,352	4,576		4,576		
Long Term Debt Proceeds	0	0		0		
Principal Payment	(121,519)	(126,802)		(132,085)		
Post-Audit Adjustment - Closing COI Funds	0			0		
ENDING FUND BALANCE	\$467,253	\$534,553		\$99,320		

**FY 2012-13 BUDGET
BEGINNING AND ENDING CASH SUMMARY**

Section Title:

Pipeline Facilities

Section/Index No:

675413

Subobject Title	Actual 2010-11	Estimated 2011-12	Adopted 2011-12	Requested 2012-13	Difference	Percent Change
BEGINNING FUND BALANCE	1,013,236	628,061		87,759		
REVENUES						
<u>USE OF MONEY / PROPERTY</u>						
1700 Interest on Pooled Cash	6,316	5,698	5,698	2,500	(3,198)	-56.12%
SUBTOTAL	6,316	5,698	5,698	2,500	(3,198)	-56.12%
<u>INTERGOVERNMENTAL REVENUE</u>						
2852 Federal Grants	71,253	0	0	0	0	N/A
SUBTOTAL	71,253	0	0	0	0	N/A
<u>MISCELLANEOUS REVENUE</u>						
4102 Donations/Reimbursements	0	0	0	0	0	N/A
SUBTOTAL	0	0	0	0	0	N/A
<u>OTHER FINANCING SOURCES</u>						
4625 OT - W/in Special Dist	19,878	1,161,000	1,161,000	2,534,000	1,373,000	118.26%
SUBTOTAL	19,878	1,161,000	1,161,000	2,534,000	1,373,000	118.26%
TOTAL REVENUES	97,447	1,166,698	1,166,698	2,536,500	1,369,802	117.41%
EXPENDITURES						
<u>FIXED ASSETS</u>						
8510 Buildings/Improvements	175	0	0	0	0	N/A
8515 Engineering Costs	15,188	0	0	0	0	N/A
8517 Administration	13,512	0	0	0	0	N/A
8543 Petaluma Aq Relocation - Kastania	0	0	0	0	0	N/A
9106 Santa Rosa Aqueduct Sections 2 & 3 (Slusser to Pet Aq)	0	562,000	322,000	825,000	503,000	156.21%
9115 Wohler Santa Rosa Pipeline	0	0	0	0	0	N/A
9128 Local Hazard Mitigation	71,280	800,000	0	1,094,000	1,094,000	N/A
9154 Petaluma Aqueduct	11,808	300,000	714,000	290,000	(424,000)	(59.38%)
9163 Eldridge-Madrone Pipeline	0	0	0	0	0	N/A
9174 South Trans. Syst. Pipeline	0	0	0	0	0	N/A
9192 Sonoma Aqueduct	0	45,000	125,000	325,000	200,000	160.00%
9482 Amort WIP Outlay	345	0	0	0	0	N/A
SUBTOTAL	112,308	1,707,000	1,161,000	2,534,000	1,373,000	118.26%
<u>OTHER CHARGES</u>						
7924 Interest - Prior Year	(120,184)	0	0	0	0	N/A
	(120,184)	0	0	0	0	N/A
TOTAL EXPENDITURES	(7,876)	1,707,000	1,161,000	2,534,000	1,373,000	118.26%
Outstanding Encumbrances - Net Change	(370,314)	0				
Capitalized Interest	(120,184)	0				
CIP Adjustment	0					
ENDING FUND BALANCE	628,061	87,759		90,259		

**FY 2012-13 BUDGET
BEGINNING AND ENDING CASH SUMMARY**

Section Title:

Sonoma Aqueduct Revenue Bonds

Section/Index No:

675470

Subsubject Title	Actual 2010-11	Estimated 2011-12	Adopted 2011-12	Requested 2012-13	Difference	Percent Change
BEGINNING FUND BALANCE	\$426,294	\$470,625		\$463,811		
REVENUES						
<u>USE OF MONEY / PROPERTY</u>						
1700 Interest on Pooled Cash	2,807	2,233	2,233	2,030	(203)	(9.09%)
1701 Interest Earned	45	0	0	0	0	N/A
SUBTOTAL	2,852	2,233	2,233	2,030	(203)	(9.09%)
<u>ADMINISTRATIVE CONTROL</u>						
4200 Long Term Debt Proceeds	0	0	0	0	0	N/A
4209 Long Term Debt Clearing	0	0	0	0	0	N/A
SUBTOTAL	0	0	0	0	0	N/A
<u>OTHER FINANCING SOURCES</u>						
4625 OT - W/in Special Dist	294,115	294,175	294,175	294,056	(119)	(0.04%)
SUBTOTAL	294,115	294,175	294,175	294,056	(119)	(0.04%)
TOTAL REVENUES	296,967	296,408	296,408	296,086	(322)	(0.11%)
EXPENDITURES						
<u>SERVICES AND SUPPLIES</u>						
6635 Fiscal Agent Fees	667	1,200	1,200	1,200	0	0.00%
6640 Debt Insurance Costs	2,320	2,320	2,320	2,320	0	0.00%
SUBTOTAL	2,987	3,520	3,520	3,520	0	0.00%
<u>OTHER CHARGES</u>						
7920 Interest	157,555	153,780	153,780	149,850	(3,930)	(2.56%)
7923 Discount / Bonds	262	262	262	262	0	0.00%
SUBTOTAL	157,817	154,042	154,042	150,112	(3,930)	(2.55%)
<u>OTHER FINANCING USES</u>						
8625 OT - W/in Special Dist	0	50,000	50,000	325,000	275,000	550.00%
SUBTOTAL	0	50,000	50,000	325,000	275,000	550.00%
<u>ADMIN. CONTROL ACCOUNT</u>						
9200 Ent - Principal	94,414	98,242	98,242	102,069	3,827	3.90%
9209 Ent - Principal Clearing	(94,414)	(98,242)	(98,242)	(102,069)	(3,827)	3.90%
SUBTOTAL	0	0	0	0	0	N/A
TOTAL EXPENDITURES	160,804	207,562	207,562	478,632	271,070	130.60%
Increase in Bonds Payable	0	0				
Amort. of Bond Issuance Costs	2,582	2,582		2,582		
Principal Payments on Bonds	(94,414)	(98,242)		(102,069)		
ENDING FUND BALANCE	\$470,625	\$463,811		\$181,778		

**FY 2012-13 BUDGET
BEGINNING AND ENDING CASH SUMMARY**

Section Title: Common Facilities

Section/Index No: 675421

Subobject Title	Actual 2010-11	Estimated 2011-12	Adopted 2011-12	Requested 2012-13	Difference	Percent Change
BEGINNING FUND BALANCE	(602,376)	(946,262)		(621,851)		
REVENUES						
<u>USE OF MONEY / PROPERTY</u>						
1700 Interest on Pooled Cash	(6,686)	(32,790)	(1,100)	(1,000)	100	(9.09%)
SUBTOTAL	(6,686)	(32,790)	(1,100)	(1,000)	100	(9.09%)
<u>Intergovernmental Revenue</u>						
4304 Federal Grant	0	255,132	0	0	0	N/A
SUBTOTAL	0	255,132	0	0	0	N/A
<u>Charges for Services</u>						
3980 Revenue Apply to PY	6,167	0	0	0	0	N/A
SUBTOTAL	6,167	0	0	0	0	N/A
<u>Miscellaneous Revenues</u>						
4040 Miscellaneous Revenue	0	0	0	0	0	N/A
4102 Donations/Reimbursements	0	0	0	300,000	300,000	N/A
4109 Outdate/Cancel Warrants	330	0	0	0	0	N/A
4303 State Grants	1,200	0	0	0	0	N/A
SUBTOTAL	1,530	0	0	300,000	300,000	N/A
<u>ADMINISTRATIVE CONTROL</u>						
4210 Advances	0	0	0	8,200,000	8,200,000	N/A
4219 Advances - Clearing	0	0	0	(8,200,000)	(8,200,000)	N/A
SUBTOTAL	0	0	0	0	0	N/A
<u>OTHER FINANCING SOURCES</u>						
4625 OT - W/in Special Dist	1,369,633	2,545,399	2,727,708	2,584,508	(143,200)	(5.25%)
SUBTOTAL	1,369,633	2,545,399	2,727,708	2,584,508	(143,200)	(5.25%)
TOTAL REVENUES	1,370,644	2,767,741	2,726,608	2,883,508	156,900	5.75%

EXPENDITURES

OTHER CHARGES

7480 Exp Applicable to Prior Year	0	0	0	0	0	N/A
7920 Interest Payment	0	0	0	326,562	326,562	N/A
7924 Capital Interest	(656,873)	0	0	0	0	N/A
8090 Loss on Fixed Assets	69,174	0	0	0	0	N/A
SUBTOTAL	(587,699)	0	0	326,562	326,562	N/A

FIXED ASSETS

8500 Land	0	0	0	0	0	N/A
8510 Buildings / Improvements	7,783	350,000	350,000	1,825,000	1,475,000	421.43%
8515 Engineering Costs	56,237	0	0	0	0	N/A
8517 Adminsitration	47,896	0	0	0	0	N/A
8528 Mirabel Generator	0	0	0	0	0	N/A
8529 Isolation Valves & Meters	205,468	191,330	150,000	133,000	(17,000)	(11.33%)

Section Title:

Common Facilities

Section/Index No:

675421

Subobject Title	Actual 2010-11	Estimated 2011-12	Adopted 2011-12	Requested 2012-13	Difference	Percent Change
8552 Forestville Storage Tank 1.14 (c) and (d)	105,482	722,000	722,000	0	(722,000)	(100.00%)
8558 Collector 1 & 2 Aq Exp	0	0	0	0	0	N/A
8559 Early Warning System	0	0	0	0	0	N/A
8625 Unclaimable OT within Special Districts	0	0	0	0	0	N/A
9105 Mirabel Fish Screen Replacement	20,506	200,000	0	6,309,000	6,309,000	N/A
9107 Air Valves	373,197	370,000	370,000	541,000	171,000	46.22%
9108 Aquifer Sediments Geochemical Study	0	0	0	0	0	N/A
9109 Surface Water/Groundwater Model HEC	0	0	0	0	0	N/A
9110 Surge Protection	0	0	0	0	0	N/A
9112 Mirabel Site Improvement	0	0	0	0	0	N/A
9113 Wohler Site Improvement	0	0	200,000	0	(200,000)	(100.00%)
9114 River Well Field Develop	0	0	0	0	0	N/A
9115 Mirabel Inflatable Dam	0	0	0	0	0	N/A
9125 Sonoma Booster Upgrade	0	0	0	0	0	N/A
9128 Local Hazard Mitigation	71,578	610,000	610,000	1,179,000	569,000	93.28%
9130 Trans System Exp - Water Project EIR, Dry Creek Feasibility Study, Mirabel/Cotati Feasibility Study, Flow EIR, Spring Lake Groundwater, Phase II 12 kv Project	439	0	0	0	0	N/A
9136 Production Wells Improv.	0	0	0	0	0	N/A
9138 River Road Site Improve.	0	0	0	0	0	N/A
9152 Pump & Collector Capacity	0	0	0	0	0	N/A
9159 Pump & Collector Capacity	0	0	0	0	0	N/A
9163 Eldridge-Madrone Pipeline	0	0	0	0	0	N/A
9164 Emergency Power for Trans. System	0	0	0	0	0	N/A
9170 River Front Park Recl.	0	0	0	0	0	N/A
9172 Water Education Facility	0	0	0	0	0	N/A
9175 Wohler Mirabel 12KV	0	0	0	0	0	N/A
9176 Mirabel - Cotati Pipeline	0	0	0	0	0	N/A
9177 Dry Creek Bypass Pipeline	0	0	0	0	0	N/A
9193 Auto Meter Infrastructure	38,195	0	0	0	0	N/A
9480 Intangible Assets	3	0	0	0	0	N/A
9482 Amort WIP Outlay	604	0	0	0	0	N/A
SUBTOTAL	927,388	2,443,330	2,402,000	9,987,000	7,585,000	315.78%
OTHER FINANCING USES						
8625 OT - W/in Special Dist	0	0	0	0	0	N/A
SUBTOTAL	0	0	0	0	0	N/A
ADMIN. CONTROL ACCOUNT						
9210 Advances	0	0	0	145,232	145,232	N/A
9219 Advances - Clearing	0	0	0	(145,232)	(145,232)	N/A
SUBTOTAL	0	0	0	0	0	N/A
PRIOR YEAR ENCUMBRANCE EXPENSE						
9852 PY Enc - Bldg / Imp	19,751	0	0	0	0	N/A
SUBTOTAL	19,751	0	0	0	0	N/A
TOTAL EXPENDITURES	359,440	2,443,330	2,402,000	10,313,562	7,911,562	329.37%

Section Title:

Common Facilities

Section/Index No:

675421

Subject Title	Actual 2010-11	Estimated 2011-12	Adopted 2011-12	Requested 2012-13	Difference	Percent Change
Loan	0	0		8,200,000		
Outstanding Encumbrances - Net Change	(767,391)	0		0		
Capitalized Interest	(656,873)	0		0		
Proceeds from State Loan & Other LT Debt	0	0		0		
Principal payment on Loan	0	0		(145,232)		
Change in Deposit with Others	0	0		0		
Change in Contingent Liability	0	0				
PY CIP Adjustment - Reclass to PY Exp	69,174					
ENDING FUND BALANCE	(946,262)	(621,851)		2,863		

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FY 2012-13 BUDGET
Common Facilities - Section 675421
Detailed Listing of Capital Projects

SUB-OBJECT DESCRIPTION	Project & Subobject FY 2012-13 BUDGET
8510 Buildings and Improvements	
DESCRIPTION	
Mirabel Potable Water Line	0
Billing Meter Replacement	400,000
Collector 6 Chlorine Solution Lines	25,000
Mirabel Surge Control	200,000
Westside Multipurpose Facility	1,200,000
	1,825,000
8528 Mirabel Generator	
DESCRIPTION	
Mirabel Generator	TBD
	0
	8528 Total
	0
8529 Isolation Valves and Meters	
DESCRIPTION	
Isolation Valves	7379 133,000
	8529 Total
	133,000
9105 Mirabel Fish Screen Replacement	
DESCRIPTION	
Fish Screen Replacement	7357, 7532 6,309,000
	9105 Total
	6,309,000
9107 Air Valves	
DESCRIPTION	
Air Valves	7429 541,000
	9107 Total
	541,000
9128 Local Hazard Mitigation Projects	
DESCRIPTION	
RDS Liquefaction Mitigation	0
Collector 6 Liquefaction Mitigation	0
RR Crossing	405,000
MW Creek Crossing	554,000
Mirabel Dam Emergency Response Plan	0
Collector 3 and 5 Liquefaction Mitigation Predesign	TBD 220,000
	9128 Total
	1,179,000
9482 - Amort WIP Outlay	
DESCRIPTION	
IBM Collaboration Platform (moved to GF w/WT support services s/o 6889)	0
	0

Total Common Facilities \$ 9,987,000

**FY 2012-13 BUDGET
BEGINNING AND ENDING CASH SUMMARY**

Section Title:

Common Facilities Revenue Bonds - 2003 A

Section/Index No:

675454

Subsubject Title	Actual 2010-11	Estimated 2011-12	Adopted 2011-12	Requested 2012-13	Difference	Percent Change
BEG. FUND BALANCE	\$222,543	\$294,384		\$365,286		
REVENUES						
USE OF MONEY / PROPERTY						
1700 Interest on Pooled Cash	1,559	1,238	1,238	1,000	(238)	(19.22%)
1701 Interest Earned	76	0	0	0	0	N/A
SUBTOTAL	1,635	1,238	1,238	1,000	(238)	(19.22%)
ADMINISTRATIVE CONTROL						
4200 Long Term Debt Proceeds	0	0	0	0	0	N/A
4209 Long Term Debt Clearing	0	0	0	0	0	N/A
SUBTOTAL	0	0	0	0	0	N/A
OTHER FINANCING SOURCES						
4625 OT - W/in Special Dist	500,280	500,380	500,380	500,180	(200)	(0.04%)
SUBTOTAL	500,280	500,380	500,380	500,180	(200)	(0.04%)
TOTAL REVENUES	501,915	501,618	501,618	501,180	(438)	(0.09%)
EXPENDITURES						
SERVICES AND SUPPLIES						
6635 Fiscal Agent Fees	1,047	1,600	1,600	1,600	0	0.00%
6640 Debt Insurance Costs	3,950	3,951	3,951	3,951	0	0.00%
SUBTOTAL	4,997	5,551	5,551	5,551	0	0.00%
OTHER CHARGES						
7920 Interest	268,269	261,840	261,840	255,148	(6,692)	(2.56%)
7923 Discount / Bonds	446	446	446	446	0	0.00%
SUBTOTAL	268,715	262,286	262,286	255,594	(6,692)	(2.55%)
OTHER FINANCING USES						
8625 OT - W/in Special Dist	0	0	0	400,000	400,000	N/A
SUBTOTAL	0	0	0	400,000	400,000	N/A
ADMIN. CONTROL ACCOUNT						
9200 Ent - Principal	160,759	167,276	167,276	173,794	6,518	3.90%
9209 Ent - Principal Clearing	(160,759)	(167,276)	(167,276)	(173,794)	(6,518)	3.90%
SUBTOTAL	0	0	0	0	0	N/A
TOTAL EXPENDITURES	273,712	267,837	267,837	661,145	393,308	146.85%
Increase in Bonds Payable	0	0		0		
Amort. of Bond Issuance Costs	4,397	4,397		4,397		
Long Term Debt Proceeds						
Principal Payment	(160,759)	(167,276)		(173,794)		
ENDING FUND BALANCE	\$294,384	\$365,286		\$35,924		

**FY 2012-13 BUDGET
BEGINNING AND ENDING CASH SUMMARY**

Section Title: Common Facilities Revenue Bonds 2006

Section/Index No: 675496

Subsubject Title	Actual 2010-11	Estimated 2011-12	Adopted 2011-12	Requested 2012-13	Difference	Percent Change
BEG. FUND BALANCE	\$118,970	\$177,370		\$229,885		
REVENUES						
USE OF MONEY / PROPERTY						
1700 Interest on Pooled Cash	813	825	825	750	(75)	(9.09%)
1701 Interest Earned	61	0	0	0	0	N/A
SUBTOTAL	874	825	825	750	(75)	(9.09%)
ADMINISTRATIVE CONTROL						
4200 Long Term Debt Proceeds	0	0	0	0	0	N/A
4209 Long Term Debt Clearing	0	0	0	0	0	N/A
SUBTOTAL	0	0	0	0	0	N/A
OTHER FINANCING SOURCES						
4625 OT - W/in Special Dist	401,125	401,125	401,557	401,774	217	0.05%
SUBTOTAL	401,125	401,125	401,557	401,774	217	0.05%
TOTAL REVENUES	401,999	401,950	402,382	402,524	142	0.04%
EXPENDITURES						
SERVICES AND SUPPLIES						
6635 Fiscal Agent Fees	1,183	2,300	2,300	2,300	0	0.00%
6640 Debt Insurance Costs	4,085	4,085	4,085	4,085	0	0.00%
SUBTOTAL	5,268	6,385	6,385	6,385	0	0.00%
OTHER CHARGES						
7920 Interest	233,934	233,936	229,596	225,068	(4,528)	(1.97%)
7922 Premium-Call Bonds	(1,984)	0	0	0	0	N/A
SUBTOTAL	231,950	233,936	229,596	225,068	(4,528)	(1.97%)
OTHER FINANCING USES						
8625 OT - W/in Special Dist	0	0	0	250,000	250,000	N/A
SUBTOTAL	0	0	0	250,000	250,000	N/A
ADMIN. CONTROL ACCOUNT						
9200 Ent - Principal	108,482	113,199	113,199	117,916	4,717	4.17%
9209 Ent - Principal Clearing	(108,482)	(113,199)	(113,199)	(117,916)	(4,717)	4.17%
SUBTOTAL	0	0	0	0	0	N/A
TOTAL EXPENDITURES	237,218	240,321	235,981	481,453	245,472	104.02%
Cost of Issuance	0	0		0		
Restricted Cash w/Fiscal Agent	0	0		0		
Increase in Bonds Payable	0	0		0		
Amort of Bond Premium	(1,984)	0		0		
Amort. of Bond Issuance Costs	4,085	4,085		4,085		
Long Term Debt Proceeds	0	0		0		
Principal Payment	(108,482)	(113,199)		(117,916)		
Post-Audit Adjustment -						
Closing COI Funds	0	0		0		
ENDING FUND BALANCE	\$177,370	\$229,885		\$37,125		

**FY 2012-13 BUDGET
BEGINNING AND ENDING CASH SUMMARY**

Section Title: State Loan Debt Service Fund

Section/Index No: 675439

Subobject Title	Actual 2010-11	Estimated 2011-12	Adopted 2011-12	Requested 2012-13	Difference	Percent Change
BEGINNING FUND BALANCE	\$105,354	\$247,824		\$407,500		
REVENUES						
USE OF MONEY / PROPERTY						
1700 Interest on Pooled Cash	4,317	3,641	3,641	3,500	(141)	(3.87%)
1701 Interest Earned	0	0	0	0	0	N/A
SUBTOTAL	4,317	3,641	3,641	3,500	(141)	(3.87%)
OTHER FINANCING SOURCES						
4625 OT - W/in Special Dist	1,196,268	1,196,268	1,196,268	1,196,268	(0)	(0.00%)
SUBTOTAL	1,196,268	1,196,268	1,196,268	1,196,268	(0)	(0.00%)
TOTAL REVENUES	1,200,585	1,199,909	1,199,909	1,199,768	(141)	(0.01%)
EXPENDITURES						
OTHER CHARGES						
7930 Interest - LT Debt	404,469	386,587	386,587	368,200	(18,387)	(4.76%)
SUBTOTAL	404,469	386,587	386,587	368,200	(18,387)	(4.76%)
OTHER FINANCING USES						
8625 OT - W/in Special Dist	0	0	0	0	0	N/A
SUBTOTAL	0	0	0	0	0	N/A
ADMIN. CONTROL ACCOUNT						
9200 Ent - Principal	635,758	653,646	653,646	672,033	18,387	2.81%
9209 Ent - Principal Clearing	(635,758)	(653,646)	(653,646)	(672,033)	(18,387)	2.81%
SUBTOTAL	0	0	0	0	0	N/A
TOTAL EXPENDITURES	404,469	386,587	386,587	368,200	(18,387)	(4.76%)
Principal Payment	(635,762)	(653,646)		(672,033)		
Change in Due to Other Gov	(17,884)					
ENDING FUND BALANCE	\$247,824	\$407,500		\$567,035		

**FY 2012-13 BUDGET
BEGINNING AND ENDING CASH SUMMARY**

Section Title: State Loan Reserve Fund

Section/Index No: 675447

Subobject Title	Actual 2010-11	Estimated 2011-12	Adopted 2011-12	Requested 2012-13	Difference	Percent Change
BEGINNING FUND BALANCE	\$0	\$0		\$0		

REVENUES

USE OF MONEY / PROPERTY

1700 Interest on Pooled Cash	5,619	4,373	4,373	4,500	127	2.90%
1701 Interest Earned	0	0	0	0	0	N/A
SUBTOTAL	5,619	4,373	4,373	4,500	127	2.90%

OTHER FINANCING SOURCES

4625 OT - W/in Special Dist	119,627	119,627	119,627	119,627	(0)	(0.00%)
SUBTOTAL	119,627	119,627	119,627	119,627	(0)	(0.00%)
TOTAL REVENUES	125,246	124,000	124,000	124,127	127	0.10%

EXPENDITURES

OTHER FINANCING USES

8625 OT - W/in Special Dist	0	0	0	0	0	N/A
SUBTOTAL	0	0	0	0	0	N/A

TOTAL EXPENDITURES	0	0	0	0	0	N/A
Reserve Unavail. for Budgeting	(125,246)	(124,000)		(124,127)		

ENDING FUND BALANCE	\$0	\$0		\$0		
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Fund Balance Components at
Beginning of FY

Cash

\$40,360	\$40,725
\$857,896	\$983,142

**FY 2012-13 BUDGET
BEGINNING AND ENDING CASH SUMMARY**

Section Title: North Marin Water Deposit

Section/Index No: 675512

Subobject Title	Actual 2010-11	Estimated 2011-12	Adopted 2011-12	Requested 2012-13	Difference	Percent Change
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BEGINNING FUND BALANCE	12,433	12,540		12,634		
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REVENUES

USE OF MONEY / PROPERTY

1700 Interest on Pooled Cash	107	94	94	85	(9)	(9.57%)
SUBTOTAL	107	94	94	85	(9)	(9.57%)

MISCELLANEOUS REVENUES

4625 OT - W/in Special Dist	0	0	0	0	0	N/A
SUBTOTAL	0	0	0	0	0	N/A

TOTAL REVENUES	107	94	94	85	(9)	(9.57%)
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EXPENDITURES

OTHER CHARGES

8010 Contribution Non-Co Govt	0	0	0	0	0	N/A
SUBTOTAL	0	0	0	0	0	N/A

TOTAL EXPENDITURES	0	0	0	0	0	N/A
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ENDING FUND BALANCE	12,540	12,634		12,719		
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**FY 2012-13 BUDGET
BEGINNING AND ENDING CASH SUMMARY**

Section Title:
Section/Index No:

Santa Rosa Aqueduct Capital Fund
675207

Subobject Title	Actual 2010-11	Estimated 2011-12	Adopted 2011-12	Requested 2012-13	Difference	Percent Change
BEGINNING FUND BALANCE	5,696,127	5,775,073		5,549,241		

REVENUES

USE OF MONEY / PROPERTY

1700 Interest on Pooled Cash	36,443	31,037	31,037	25,000	(6,037)	(19.45%)
1701 Interest Earned	0	0	0	145,360	145,360	N/A
SUBTOTAL	36,443	31,037	31,037	170,360	139,323	448.89%

MISCELLANEOUS REVENUES

4035 Sale - Water Resale	0	0	0	0	0	N/A
4036 Sale - Water Government	0	0	0	0	0	N/A
4102 Reimbursements	0	0	0	0	0	N/A
4166 SR Aqueduct Capital Charge	0	0	0	0	0	N/A
SUBTOTAL	0	0	0	0	0	N/A

ADMINISTRATIVE CONTROL ACCOUNT

4210 Advances	0	0	0	64,646	64,646	N/A
4219 Advances - Clearing	0	0	0	(64,646)	(64,646)	N/A
SUBTOTAL	0	0	0	0	0	N/A

OTHER FINANCING SOURCES

4625 OT - W/in Special Dist	62,381	65,131	66,445	198,215	131,770	198.31%
SUBTOTAL	62,381	65,131	66,445	198,215	131,770	198.31%

TOTAL REVENUES	98,824	96,168	97,482	368,575	271,093	278.10%
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EXPENDITURES

OTHER FINANCING USES

8625 OT - W/in Special Dist	19,878	322,000	322,000	1,919,000	1,597,000	495.96%
SUBTOTAL	19,878	322,000	322,000	1,919,000	1,597,000	495.96%

ADMINISTRATIVE CONTROL ACCOUNT

9210 Advances	0	0	0	3,650,000	3,650,000	N/A
9219 Advances - Clearing	0	0	0	(3,650,000)	(3,650,000)	N/A
SUBTOTAL	0	0	0	0	0	N/A

TOTAL EXPENDITURES	19,878	322,000	322,000	1,919,000	1,597,000	495.96%
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Advances to Common	(3,650,000)
Increase/(Decrease) in Loan Payable	0
Principal Receipt on Advance	64,646

ENDING FUND BALANCE	5,775,073	5,549,241	413,462
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**FY 2012-13 BUDGET
BEGINNING AND ENDING CASH SUMMARY**

Section Title:
Section/Index No:

Petaluma Aqueduct Capital Fund	
675215	

Subject Title	Actual 2010-11	Estimated 2011-12	Adopted 2011-12	Requested 2012-13	Difference	Percent Change
BEGINNING FUND BALANCE	5,545,740	5,581,223		4,897,605		

REVENUES

USE OF MONEY / PROPERTY

1700 Interest on Pooled Cash	35,483	30,382	30,382	25,000	(5,382)	(17.71%)
1701 Interest Earned	0	0	0	181,202	181,202	N/A
SUBTOTAL	35,483	30,382	30,382	206,202	175,820	578.70%

MISCELLANEOUS REVENUES

4035 Sale - Water Resale	0	0	0	0	0	N/A
4036 Sale-Water Govt	0	0	0	0	0	N/A
4102 Reimbursements	0	0	0	0	0	N/A
4167 Petaluma Aqueduct Cap C	0	0	0	0	0	N/A
SUBTOTAL	0	0	0	0	0	N/A

ADMINISTRATIVE CONTROL ACCOUNT

4210 Advances	0	0	0	80,586	80,586	N/A
4219 Advances - Clearing	0	0	0	(80,586)	(80,586)	N/A
SUBTOTAL	0	0	0	0	0	N/A

OTHER FINANCING SOURCES

4625 OT - W/in Special Dist	0	0	0	187,658	187,658	N/A
SUBTOTAL	0	0	0	187,658	187,658	N/A

TOTAL REVENUES

35,483	30,382	30,382	393,860	363,478	1196.36%
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EXPENDITURES

OTHER FINANCING USES

8625 OT - W/in Special Dist	0	714,000	714,000	290,000	(424,000)	(59.38%)
SUBTOTAL	0	714,000	714,000	290,000	(424,000)	(59.38%)

ADMINISTRATIVE CONTROL ACCOUNT

9210 Advances	0	0	0	4,550,000	4,550,000	N/A
9219 Advances - Clearing	0	0	0	(4,550,000)	(4,550,000)	N/A
SUBTOTAL	0	0	0	0	0	N/A

TOTAL EXPENDITURES

0	714,000	714,000	290,000	(424,000)	(59.38%)
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Advance to Common	(4,550,000)
Increase/(Decrease) in Loan Payable	0
Principal Receipt on Advance	80,586

ENDING FUND BALANCE	5,581,223	4,897,605	532,051
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**FY 2012-13 BUDGET
BEGINNING AND ENDING CASH SUMMARY**

Section Title:

Sonoma Aqueduct Capital Fund

Section/Index No:

675231

Subsubject Title	Actual 2010-11	Estimated 2011-12	Adopted 2011-12	Requested 2012-13	Difference	Percent Change
BEGINNING FUND BALANCE	124,254	125,049		50,731		

REVENUES

USE OF MONEY / PROPERTY

1700 Interest on Pooled Cash	795	682	682	650	(32)	(4.69%)
1701 Interest Earned	0	0	0	0	0	N/A
SUBTOTAL	795	682	682	650	(32)	(4.69%)

OTHER FINANCING SOURCES

4625 OT - W/in Special Dist	0	50,000	50,000	67,251	17,251	34.50%
SUBTOTAL	0	50,000	50,000	67,251	17,251	34.50%

TOTAL REVENUES

	795	50,682	50,682	67,901	17,219	33.98%
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EXPENDITURES

OTHER FINANCING USES

8625 OT - W/in Special Dist	0	125,000	125,000	0	(125,000)	(100.00%)
SUBTOTAL	0	125,000	125,000	0	(125,000)	(100.00%)

TOTAL EXPENDITURES

	0	125,000	125,000	0	(125,000)	(100.00%)
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ENDING FUND BALANCE	125,049	50,731		118,632		
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**FY 2012-13 BUDGET
BEGINNING AND ENDING CASH SUMMARY**

Section Title: Water Management Planning
 Section/Index No: 675710

Subsubject Title	Actual 2010-11	Estimated 2011-12	Adopted 2011-12	Requested 2012-13	Difference	Percent Change
BEGINNING FUND BALANCE	362,617	72,630		79,566		
REVENUES						
<u>USE OF MONEY / PROPERTY</u>						
1700 Interest on Pooled Cash	3,692	3,157	3,157	2,870	(287)	(9.09%)
SUBTOTAL	3,692	3,157	3,157	2,870	(287)	(9.09%)
<u>Intergovernmental Revenue</u>						
2912 Town of Windsor	12,242	13,376	13,376	3,513	(9,863)	(73.74%)
SUBTOTAL	12,242	13,376	13,376	3,513	(9,863)	(73.74%)
<u>Miscellaneous Revenue</u>						
4040 Miscellaneous Revenue	30	0	0	0	0	N/A
4175 Water Management Planning Charge	0	0	0	0	0	N/A
SUBTOTAL	30	0	0	0	0	N/A
<u>OTHER FINANCING SOURCES</u>						
4625 OT - W/in Special Dist	195,087	190,403	200,000	50,000	(150,000)	(75.00%)
SUBTOTAL	195,087	190,403	200,000	50,000	(150,000)	(75.00%)
TOTAL REVENUES	211,051	206,936	216,533	56,383	(160,150)	(73.96%)
EXPENDITURES						
<u>Services and Supplies</u>						
6040 Communications	123	0	0	0	0	N/A
6180 Maintenance Bldg/Imp	0	0	0	0	0	N/A
6430 Printing Services	1,556	0	0	0	0	N/A
6461 Supplies/Expense	146	0	0	0	0	N/A
6522 District Operations	25,701	0	0	0	0	N/A
6523 District Operations	302,359	75,000	75,000	25,000	(50,000)	(66.67%)
6570 Consultant Svs	18,265	50,000	50,000	25,000	(25,000)	(50.00%)
6610 Legal Services	127,296	75,000	75,000	0	(75,000)	(100.00%)
7206 Equipment Usage	150	0	0	0	0	N/A
7247 Water Conservation	0	0	0	0	0	N/A
7303 Private Car Expense	103	0	0	0	0	N/A
SUBTOTAL	475,699	200,000	200,000	50,000	(150,000)	(75.00%)
<u>PRIOR YEAR ENCUMBRANCE EXPENSE</u>						
9650 PY Enc - Profess/Special	143,548	0	0	0	0	N/A
SUBTOTAL	143,548	0	0	0	0	N/A
TOTAL EXPENDITURES	619,247	200,000	200,000	50,000	(150,000)	(75.00%)
Outstanding Encumbrances - Net Change	118,209					
ENDING FUND BALANCE	72,630	79,566		85,949		

**FY 2012-13 BUDGET
BEGINNING AND ENDING CASH SUMMARY**

Section Title:
Section/Index No:

Watershed Planning/Restoration
675728

Subject Title	Actual 2010-11	Estimated 2011-12	Adopted 2011-12	Requested 2012-13	Difference	Percent Change
BEGINNING FUND BALANCE	(913,142)	(1,303,176)		130,587		
REVENUES						
<u>USE OF MONEY / PROPERTY</u>						
1700 Interest on Pooled Cash	(4,231)	0	1	1	(0)	(37.50%)
SUBTOTAL	(4,231)	0	1	1	(0)	(37.50%)
<u>Intergovernmental Revenue</u>						
2912 Town of Windsor	106,850	174,592	174,597	261,727	87,130	49.90%
SUBTOTAL	106,850	174,592	174,597	261,727	87,130	49.90%
<u>Miscellaneous Revenues</u>						
3980 Revenue applicable to prior year	0	0	0	0	0	N/A
4102 Donations/Reimbursements - SR Plain Groundwater	0	0	0	0	0	N/A
SUBTOTAL	0	0	0	0	0	N/A
<u>OTHER FINANCING SOURCES</u>						
4625 OT - W/in Special Dist	2,058,295	3,869,851	3,995,267	3,725,600	(269,667)	(6.75%)
SUBTOTAL	2,058,295	3,869,851	3,995,267	3,725,600	(269,667)	(6.75%)
TOTAL REVENUES	2,160,914	4,044,443	4,169,865	3,987,327	(182,538)	(4.38%)
EXPENDITURES						
<u>Services and Supplies</u>						
6040 Communications	2,216	0	0	0	0	N/A
6140 Maint-Equipment	1,350	0	0	0	0	N/A
6180 Maintenance Bldg/Imp	12,417	0	0	0	0	N/A
6262 Lab Supplies	1,101	0	0	0	0	N/A
6400 Office Supplies	402	0	0	0	0	N/A
6410 Postage	325	0	0	0	0	N/A
6415 Books/Periodical	173	0	0	0	0	N/A
6430 Printing Services	11,139	0	0	0	0	N/A
6461 Supplies/Expenses	6,918	0	0	0	0	N/A
6512 Testing/Analysis	53,467	0	0	0	0	N/A
6522 District Services	168,551	0	0	0	0	N/A
6523 District Operations - RRIFR Program	1,544,458	2,176,180	2,176,180	2,705,600	529,420	24.33%
6570 Consultant Services - RRIFR Program	217,279	404,500	404,500	990,000	585,500	144.75%
6610 Legal Services	104,610	30,000	30,000	30,000	0	0.00%
6800 Public/Legal Notices	6,120	0	0	0	0	N/A
6840 Rents/Leases-Bldg/Imp	605	0	0	0	0	N/A
6880 Small Tools/Instruments	9,973	0	0	0	0	N/A
6889 Software	6,330	0	0	0	0	N/A
6890 Hardware	1,726	0	0	0	0	N/A
7022 Public Relations Exp	1,442	0	0	0	0	N/A
7206 Equipment Usage	21,029	0	0	0	0	N/A
7217 State Permits/Fees	1,373	0	0	0	0	N/A
7302 Travel Exp	14,581	0	0	0	0	N/A
7303 Private Car Expense	509	0	0	0	0	N/A
SUBTOTAL	2,188,094	2,610,680	2,610,680	3,725,600	1,114,920	42.71%
<u>PRIOR YEAR ENCUMBRANCE EXPENSE</u>						
9650 PY Enc - Profess/Special	571,460	0	0	0	0	N/A
SUBTOTAL	571,460	0	0	0	0	N/A
TOTAL EXPENDITURES	2,759,554	2,610,680	2,610,680	3,725,600	1,114,920	42.71%
Outstanding Encumbrances - Net Change	208,606					
ENDING FUND BALANCE	(1,303,176)	130,587		392,315		

**FY 2012-13 BUDGET
BEGINNING AND ENDING CASH SUMMARY**

Section Title: Recycled Water and Local Supply
 Section/Index No: 675736

Subobject Title	Actual 2010-11	Estimated 2011-12	Adopted 2011-12	Requested 2012-13	Difference	Percent Change
BEGINNING FUND BALANCE	237,578	313,253		286,278		
REVENUES						
<u>USE OF MONEY / PROPERTY</u>						
1700 Interest on Pooled Cash	7,862	14,685	14,685	2,500	(12,185)	(82.98%)
SUBTOTAL	7,862	14,685	14,685	2,500	(12,185)	(82.98%)
<u>Intergovernmental Revenue</u>						
2912 Town of Windsor	50,677	58,016	58,017	51,634	(6,383)	(11.00%)
SUBTOTAL	50,677	58,016	58,017	51,634	(6,383)	(11.00%)
<u>MISCELLANEOUS REVENUE</u>						
4040 Miscellaneous Revenue	0	0	0	0	0	N/A
4102 Donations/Reimbursements	75,000	80,000	80,000	140,000	60,000	75.00%
4303 State Grant	27,660	0	0	110,000	110,000	N/A
SUBTOTAL	102,660	80,000	80,000	250,000	170,000	212.50%
<u>OTHER FINANCING SOURCES</u>						
4625 OT - W/in Special Dist	811,557	825,840	867,500	735,000	(132,500)	(15.27%)
SUBTOTAL	811,557	825,840	867,500	735,000	(132,500)	(15.27%)
TOTAL REVENUES	972,756	978,541	1,020,202	1,039,134	18,932	1.86%
EXPENDITURES						
<u>Services and Supplies</u>						
6040 Communications	313	0	0	0	0	N/A
6140 Maint-Equipment	848	0	0	0	0	N/A
6400 Office Expense	67	0	0	0	0	N/A
6410 Postage	77	0	0	0	0	N/A
6430 Printing Supplies	17,261	0	0	0	0	N/A
6461 supplies/Expenses	437	0	0	0	0	N/A
6522 District Administration	28,167	0	0	0	0	N/A
6523 District Operations	279,718	330,000	330,000	275,000	(55,000)	(16.67%)
<i>SV GW Mgmt Plan, SR Plain GW Study & Mgmt Plan</i>						
6570 Consultant Services	364,800	617,500	617,500	385,000	(232,500)	(37.65%)
<i>SV GW Mgmt Plan, SR Plain GW Study & Mgmt Plan</i>						
6610 Legal Services	784	0	0	0	0	N/A
6630 Audit Services	0	0	0	0	0	N/A
6800 Public/Legal Notice	1,127	0	0	0	0	N/A
6840 Rents/Leases/Bldg/Imp	766	0	0	0	0	N/A
6889 Software	3,481	0	0	0	0	N/A
7206 Equipment Usage	1,683	0	0	0	0	N/A
7217 State Permits/Fees	678	0	0	0	0	N/A
7277 Recycled Water Use	0	0	0	0	0	N/A
7302 Travel Expense	17	0	0	0	0	N/A
7303 Private Car Expense	0	0	0	0	0	N/A
SUBTOTAL	700,224	947,500	947,500	660,000	(287,500)	(30.34%)
<u>Other Charges</u>						
7924 - Interest PY	(21,357)	0	0	0	0	N/A
8010 Contribution Non-County Government (LRT2)	0	0	0	325,000	0	N/A
SUBTOTAL	(21,357)	0	0	325,000	0	N/A
<u>Capital Assets</u>						
8510 Buildings/Imp	60,096	0	0	0	0	N/A
8515 Engineering Costs	448	0	0	0	0	N/A
8517 Admnsitrations	402	0	0	0	0	N/A
9482 Amortizable WIP	0	0	0	0	0	N/A
SUBTOTAL	60,946	0	0	0	0	N/A
<u>PRIOR YEAR ENCUMBRANCE EXPENSE</u>						
9650 PY Enc - Profess/Special	85,267	0	0	0	0	N/A
9700 PY Enc - Special Dept Exp	1,189,451	0	0	0	0	N/A
SUBTOTAL	1,274,718	0	0	0	0	N/A
TOTAL EXPENDITURES	2,014,531	947,500	947,500	985,000	37,500	3.96%
Outstanding Encumbrances - Net Change	1,255,339					
Capital interest	(21,357)	0				
Change in Windsor Reserve	(50,678)	(58,016)		(51,634)		
Audit Adjustment	(65,854)					
ENDING FUND BALANCE	313,253	286,278		288,778		

**FY 2012-13 BUDGET
BEGINNING AND ENDING CASH SUMMARY**

Section Title:
Section/Index No:

Water Conservation
675744

Subobject Title	Actual 2010-11	Estimated 2011-12	Adopted 2011-12	Requested 2012-13	Difference	Percent Change
BEGINNING FUND BALANCE	186,164	104,246		16,382		
REVENUES						
<u>USE OF MONEY / PROPERTY</u>						
1700 Interest on Pooled Cash	3,493	3,658	3,658	2,500	(1,158)	(31.66%)
SUBTOTAL	3,493	3,658	3,658	2,500	(1,158)	(31.66%)
<u>Intergovernmental Revenue</u>						
2911 City of Santa Rosa	0	0	0	0	0	N/A
2912 Town of Windsor	96,318	100,640	100,651	106,079	5,428	5.39%
2914 City of Rohnert Park	0	0	0	0	0	N/A
2919 City of Sonoma	0	0	0	0	0	N/A
2951 North Marin Water District	0	0	0	0	0	N/A
2954 Town of Windsor	0	0	0	0	0	N/A
SUBTOTAL	96,318	100,640	100,651	106,079	5,428	5.39%
<u>Miscellaneous Revenue</u>						
3980 Revenue Applicable to Prior Y	-	-	-	-	0	N/A
4040 Miscellaneous Revenue	-	-	-	-	0	N/A
4102 Donations/Reimbursements	0	0	0	0	0	N/A
4303 State Grants	(2,106)	67,347	0	0	0	N/A
SUBTOTAL	(2,106)	67,347	0	0	0	N/A
<u>OTHER FINANCING SOURCES</u>						
4625 OT - W/in Special Dist	1,542,148	1,432,580	1,505,000	1,510,000	5,000	0.33%
SUBTOTAL	1,542,148	1,432,580	1,505,000	1,510,000	5,000	0.33%
TOTAL REVENUES	1,639,853	1,604,225	1,609,309	1,618,579	9,270	0.58%
EXPENDITURES						
<u>Services and Supplies</u>						
6180 Maint-Bldg/Imp	813	0	0	0	0	N/A
6020 Clothing	0	0	0	0	0	N/A
6415 Books/Periodicals	119	0	0	0	0	N/A
6461 Supplies/Expense	953	0	0	0	0	N/A
6522 District Services	92,547	0	0	0	0	N/A
6523 District Operations	1,143,623	900,000	900,000	895,000	(5,000)	(0.56%)
6536 Business Environmental Allian	41,897	50,000	50,000	50,000	0	0.00%
6570 Consultant Services	0	20,000	10,000	0	(10,000)	(100.00%)
6584 Trade Shows - So Cty Fair	0	20,000	20,000	20,000	0	0.00%
6610 Legal Services	0	0	0	0	0	N/A
6630 Audit Svs - Review of Prg	0	0	0	0	0	N/A
6800 Public Information	27,363	0	0	0	0	N/A
6840 Rents/Lease-Bldg/Imp	835	0	0	0	0	N/A
7022 Public Relations	121,682	165,000	165,000	165,000	0	0.00%
7206 Equipment Usage	10,688	0	0	0	0	N/A
7247 Water Conservation	208,609	360,000	360,000	380,000	20,000	5.56%
7250 Reimbursable Projects	0	0	0	0	0	N/A
7302 Travel Expense	399	0	0	0	0	N/A
7303 Private Car Expense	1,709	0	0	0	0	N/A
SUBTOTAL	1,651,237	1,515,000	1,505,000	1,510,000	5,000	0.33%
<u>Other Charges</u>						
8010 Contribution to Non-County	0	67,347	0	0	0	N/A
SUBTOTAL	0	67,347	0	0	0	N/A
<u>PRIOR YEAR ENCUMBRANCE EXPENSE</u>						
9650 PY Enc - Profess/Special	14,284	0	0	0	0	N/A
9700 PY Enc - Special Dept Exp	127,312	0	0	0	0	N/A

SUBTOTAL	141,596	0	0	0	0	N/A
TOTAL EXPENDITURES	1,792,833	1,582,347	1,505,000	1,510,000	5,000	0.33%
Outstanding Encumbrances	126,491					
Change in Windsor Reserve	10,425	(109,742)		(106,079)		
Audit Adjustment	(65,854)					
ENDING FUND BALANCE	104,246	16,382		18,882		

DRAFT

REVENUE BOND / STATE LOAN CHARGES - WATER RATES AND ESTIMATED REVENUES FOR FY 12-13

A. ANNUAL DEBT SERVICE REQUIREMENTS

	Common Facilities	Watershed Plan Restoration	Water Conservation	Storage Facilities	Sonoma Pipeline Facilities
2003 A Revenue Bond	675454	TBD	TBD	675462	675470
PRINCIPAL	\$173,794			\$124,138	\$102,069
INTEREST	255,148			182,250	149,850
FISCAL AGENT FEES	1,800			1,500	1,200
DEBT ISSUANCE COSTS	3,951			2,822	2,320
DISCOUNT/BONDS	446			319	262
Total Individual Bond Payments	434,939	0		311,029	255,701
Bond Reserve	65,241	0		46,654	38,355
Total Individual Bond Debt Service	500,180	0		357,683	294,056
2006 A Revenue Bond	675496			675488	
PRINCIPAL	\$117,916			\$132,085	
INTEREST	225,068			252,112	
FISCAL AGENT FEES	2,300			2,500	
DEBT ISSUANCE COSTS	4,085			4,576	
DISCOUNT/BONDS					
Total Individual Bond Payments	349,369			391,273	0
Bond Reserve	52,405			58,691	0
Total Individual Bond Debt Service	401,774			449,964	0
2012 Santa Rosa AQ Capital Fund Loan	64,646				
PRINCIPAL	145,360				
INTEREST	0				
FISCAL AGENT FEES	0				
DEBT ISSUANCE COSTS	0				
DISCOUNT/BONDS	0				
Total Individual Loan Payments	210,006			0	0
Loan Reserve				0	0
Total Individual Loan Debt Service	210,006			0	0
2012 Petaluma AQ Capital Fund Loan	80,586				
PRINCIPAL	181,202				
INTEREST	0				
FISCAL AGENT FEES	0				
DEBT ISSUANCE COSTS	0				
DISCOUNT/BONDS	0				
Total Individual Loan Payments	261,788				
Loan Reserve					
Total Individual Loan Debt Service	261,788				
1. 09/10 Financing Exp for Common Fac incl above until index established	Mirabel Generators	TBD - RRIFR	TBD - Water Ed Bldg	TBD - Oakmont Pipeline	
PRINCIPAL	282,562				
INTEREST	43,146				
FISCAL AGENT FEES	0				
DEBT ISSUANCE COSTS	0				
Total Individual Bond Payments	325,708	0	0	0	0
Reserve	0	0	0	0	0
Total Individual Financing Debt Service	325,708	0	0	0	0
SRF LOAN	675439				
PRINCIPAL	672,033			N.A	N.A
INTEREST	368,200			N.A	N.A
USE OF SRF LOAN FUND BALANCE - 675439					
Reserve Requirement	156,035				
Total SRF Debt Service	1,196,268				
SRF LOAN RESERVE	675447				
RESERVE	119,627			N.A	N.A
Total SRF Debt Service	1,315,895				
TOTAL DEBT SERVICE	\$3,015,351	\$0	\$0	\$807,647	\$294,056
LESS REV. FROM N. MARIN REV. BOND CHARGES	\$373,583				
REMAINING REVENUE REQUIREMENT	\$2,641,768	\$0	\$0	\$807,647	\$294,056

B. CALCULATIONS OF WATER RATES FOR FY 12-13

	Common Facilities Debt Service Charge	Watershed Plan Restoration Debt Service Charge	Water Conservation Debt Service Charge	Storage Facilities Revenue Bonds Charge	Sonoma Pipeline Revenue Bonds Charge
REVENUE REQUIREMENT	\$2,641,768	\$0	\$0	\$807,647	\$294,056
APPLICABLE BASE WATER DELIVERIES IN A.F.	34,287.8	45,448.3	45,448.3	34,287.8	4,259.6
CHARGES PER ACRE-FEET	\$77.05	\$0.00	\$0.00	\$23.55	\$69.03

C. CALCULATIONS OF NORTH MARIN REVENUE BONDS CHARGE

REVENUE REQUIREMENT FOR COMMON FACILITIES DEBT SERVICE	3,015,351
N. MARIN'S SHARE (REV. REQMT. FOR COMMON FAC. DEBT SERVICE X (11.2/90.4))	373,583
ESTIMATED WATER DELIVERIES TO NORTH MARIN (IN A.F.)	6,193
NORTH MARIN REVENUE BONDS CHARGE	60
Common Facilities	
Total Debt Service	3,015,351
N. Marin's Share (11.2/90.4)	373,583
Estimated Water Deliveries to N. Marin	6,192.8
Applicable portion of the N. Marin R. Bonds Charge	\$69.03

FY 2012-13 BUDGET
SONOMA COUNTY WATER AGENCY
Operations and Maintenance Rate Computation

O & M REVENUE REQUIREMENT

ESTIMATED FISCAL YEAR 11/12 EXPENDITURES \$37,664,181

LESS:

Depreciation Amortization	5,829,000
Investment Income, Interest on Pooled Cash, Charges for Services	50,250
Power Sales	800,000
PWRPA Pre-paid Expense - FY 08/09 Rate Reduction- <i>One time only</i>	
"Mandatory Prudent Reserve" charge	0
Recycled Water funds (Sub-object 7277) taken from special reserve	0
Transfers Out	10,118,985

REVENUE REQUIREMENT (Net Expenditures)

\$20,865,946

O & M ACRE FOOT BASE

AVERAGE DELIVERIES - PAST 12 MONTHS 45,551.0

LESS:

Marin Municipal Surplus (Irrigation)	4,978.4
	<u>92.0</u>

TOTAL BASE DELIVERIES

40,480.6

O & M RATE COMPUTATION:

Rate = Revenue Requirement - (Marin Muni Off Peak Deliveries x Highest Prime Rate)
- (Marin Muni Surplus Deliveries x (O&M Charge + Capital Charge))
Total Deliveries - Surplus Deliveries - Marin Muni Past 36 Months Deliveries

= $\frac{20,865,946 - (4,300.00 \times 700.88) - (678.43 \times 618.75)}{45,551.0 - 92.0 - 4,978.4}$

* = \$430.63

SONOMA COUNTY WATER AGENCY
RUSSIAN RIVER CONSERVATION CHARGE COMPUTATION
FISCAL YEAR 2012-13

PROPERTY ASSESSMENT VALUES AS OF FY 11-12:

<u>TAX CODE</u>	<u>ENTITY</u>	<u>SECURED</u>	<u>UNSECURED</u>	<u>TOTAL VALUE</u>
14000	Forestville Co Water District	\$308,546,065	\$4,397,481	\$312,943,546
42800	City of Cotati	808,720,683	16,491,973	825,212,656
43500	City of Petaluma	7,113,916,314	329,777,166	7,443,693,480
43800	City of Rohnert Park	3,656,156,306	107,758,749	3,763,915,055
44500	City of Santa Rosa	16,979,374,646	657,091,122	17,636,465,768
45000	City of Sonoma	1,879,343,524	63,204,228	1,942,547,752
	Valley of the Moon Water District	2,365,864,261	17,064,944	2,382,929,205
	TOTAL	\$33,111,921,799	\$1,195,785,663	\$34,307,707,462

Notes:

- 1 Total value of secured and unsecured property in service areas of Prime Water Contractors of Sonoma County (see above) \$34,307,707,462
- 2 2011-12 Sonoma County tax rate per \$100 of full cash value assessed for payment of Warm Springs Dam Project Obligations 0.007
- 3 Total tax levied on citizens residing in service areas of Prime Water Contractors of Sonoma County, i.e., (Line 1/100) x Line 2 \$2,401,540
- 4 Total acre feet of water delivered to Prime Water Contractors of Sonoma County (not including North Marin) during the last 12 month period (to be revised per Restructured Agreement) 33,299.29
- 5 Total Russian River Conservation Charge per Acre Foot (Line 3 / Line 4) \$72.12

Russian River Projects Charge
Historical calculations

For FY	Calculated
00-01	5.8
01-02	5.66
02-03	9.15
03-04	14.93
04-05	19.18
05-06	24.23
06-07	17.02
07-08	21.4
08-09	25.08
09-10	24.68
10-11	24.4
11-12	23.44
12-13	20.38

**FY 2012-13 BUDGET
CHARACTER JUSTIFICATION**

Department - Division: Sonoma County Water Agency - Water Transmission

Section Title: Water Conservation

Character Title: Use of Money and Property Character No.: 675744-17

1700 Interest on Pooled Cash

This account records interest on pooled cash held for the Agency by the County Treasurer's office. Estimated interest is projected based on cash on hand and current interest rate trends.

Estimated Average Cash Balance	500,000
Projected Interest Rate	0.50%
Projected/Planned Interest on Pooled Cash	\$2,500

Character Title: Intergovernmental Revenues Character No.: 675744-20

2912 Town of Windsor

This item records revenue earned from the Town of Windsor for water diverted from the Russian River using the Town's equipment. Restructured Agreement 4.17b

Character Title: Miscellaneous Revenues Character No.: 675744-40

4303 State Grants

This is for an anticipated Grant from CA Dept of Water Resources

Character Title: Other Financing Sources Character No.: 675744-46

4625 OT - W/in Special Dist - BOS

This item records transfers of funds from the O&M fund to provide for planned expenditures. \$1,510,000

Character Title: Services and Supplies Character No.: 675744-60

6523 District Operation

This item is requested to provide for the charging of salaries, benefits and overhead costs for staff assigned to projects budgeted within the Water Conservation Fund.

Water Conservation, Water Education and Public Affairs Staff	755,000
Water education Seasonal Staffing	80,000
Prop 84 Water Conservation Grant Administration	60,000
	<u>\$ 895,000</u>

6536 Business Environmental Alliance 2319-22, 7190

Agreement with the Economic Development Board

	50,000
	<u>\$ 50,000</u>

6570 Consulting Services

0
<u>\$ -</u>

6584 Trade Shows 7189

Sonoma County Fair

	0
	0
	20,000
	<u>\$ 20,000</u>

7022 Public Relations 7189

Public Information and ACWA Campaign

	0
	0
	165,000
	<u>\$ 165,000</u>

7247 Water Conservation

School Education Program	280,000
QWEL English & Spanish	15,000
Seminars, Workshops, and Training	15,000
County Children's Museum	25,000
Wholesaler Support	20,000
Green Business Program	15,000
English as a Second Language Curriculum Program	10,000
	<u>\$ 380,000</u>

Character Title: Other Charges Character No.: 675744-75

8010 Contribution Non-County Governments

This item is request to pass DWR grant monies through to other governments \$0

FY 2012-13 BUDGET
Water Transmission System Operating Transfers

Fund	Index	OT Out (8625)	To	OT In (4625)	Beginning Fund	Ending Fund	Increase
					Balance	Balance	(Decrease)
Santa Rosa Aq. Capital Fund	675207	1,919,000	Pipeline Facilities	198,215	\$ 5,549,241	\$ 413,462	\$ (5,135,779)
Petaluma Aq. Capital Fund	675215	290,000	Pipeline Facilities	187,658	\$ 4,897,605	\$ 532,051	\$ (4,365,554)
Sonoma Aq. Capital Fund	675231	0		67,251	\$ 50,731	\$ 118,632	\$ 67,901
Sonoma Rev Bond 2003 Fund	675470	325,000	Pipeline Facilities	294,056	\$ 463,812	\$ 181,779	\$ (282,033)
Storage Rev Bond 2003 Fund	675462	240,000	Storage Facilities	357,683	\$ 360,408	\$ 171,388	\$ (189,020)
Storage Rev Bond 2006 Fund	675488	500,000	Storage Facilities	449,964	\$ 534,554	\$ 99,321	\$ (435,233)
Common Rev Bond 2003 Fund	675454	400,000	Common Facilities	500,180	\$ 365,286	\$ 35,924	\$ (329,362)
Common Rev Bond 2006 Fund	675496	250,000	Common Facilities	401,774	\$ 229,885	\$ 37,125	\$ (192,760)
State Loan Debt Service	675439	0		1,196,268	\$ 407,500	\$ 567,035	\$ 159,535
State Loan Reserve	675447	0		119,627	\$ -	\$ -	\$ -
Capital Lease Financing	675371	0		0	\$ 31	\$ 31	\$ 0
Agency Fund (Discretionary)	675108	1,608,800	Common Facilities	0	\$ 4,422,150	\$ 5,352,888	\$ 930,737
Agency Fund (Charges)	675108	10,118,985		0	\$ -	\$ -	\$ -
Pipeline Facilities	675413			2,534,000	\$ 87,758	\$ 90,258	\$ 2,500
Storage Facilities	675405			740,000	\$ 70,536	\$ 71,786	\$ 1,250
Common Facilities	675421	0		2,584,508	\$ (621,851)	\$ 2,863	\$ 624,714
North Marin	675512			0	\$ 12,633	\$ 12,718	\$ 85
Water Management Planning	675710			50,000	\$ 79,567	\$ 85,950	\$ 6,383
Watershed Planning./Restoration	675728			3,725,600	\$ 130,587	\$ 392,315	\$ 261,727
Recycled Water & Local Supply	675736			735,000	\$ 286,279	\$ 288,779	\$ 2,500
Water Conservation	675744			1,510,000	\$ 16,382	\$ 18,882	\$ 2,500

Total **15,651,785** **15,651,785** **17,343,095** **8,473,187** **(8,869,908)**

Common Facilities OT - in 4625 From

Water Transmission (discretionary)	1,608,800
Water Transmission (Charges)	325,708
2003 Bond Fund	400,000
2006 Bond Fund	250,000
	<u>2,584,508</u>

Agency Fund (Charges) OT - Out

Santa Rosa Aq. Capital Fund	198,214.62
Petaluma Aq. Capital Fund	187,658.31
Sonoma Aq. Capital Fund	67,251.37
Sonoma Rev Bond 2003 Fund	294,056.15
Storage Rev Bond 2003 Fund	357,683.35
Storage Rev Bond 2006 Fund	449,963.95
Common Rev Bond 2003 Fund	500,179.85
Common Rev Bond 2006 Fund	401,774.35
State Loan Debt Service	1,196,267.95
State Loan Reserve	119,626.80
Common Facilities	325,708.00
Water Management Planning	50,000
Watershed Planning./Restoration	3,725,600
Recycled Water & Local Supply	735,000
Water Conservation	1,510,000
	<u>10,118,985</u>

FY 12-13
Proposed Water Rates

	FY 11-12 (Actual)	FY 12-13 (Proposed)	% Change
O&M Charge	439.04	430.63	-1.9%
Water Management Planning Sub-Charge	4.18	1.10	-73.7%
Watershed Planning/Restoration Sub-Charge	54.56	81.79	49.9%
Recycled Water Sub-Charge	18.13	16.14	-11.0%
Water Conservation Sub-Charge	31.45	33.15	5.4%
Total O&M Charge	547.36	562.80	2.8%

Santa Rosa Aqueduct Rate

O&M Charge	547.36	562.80	2.8%
Aqueduct Facilities Capital Charges [4.6 e]	0.00	8.50	N/A
Storage Facilities Capital Charge [4.7]	23.09	23.55	2.0%
Common Facilities Capital Charge [4.8]	63.70	77.05	21.0%
TOTAL	634.15	671.90	6.0%

Petaluma Aqueduct Rate

O&M Charge	547.36	562.80	2.8%
Aqueduct Facilities Capital Charges [4.6 e]	0.00	8.50	N/A
Storage Facilities Capital Charge [4.7]	23.09	23.55	2.0%
Common Facilities Capital Charge [4.8]	63.70	77.05	21.0%
TOTAL	634.15	671.90	6.0%

Sonoma Aqueduct Rate

O&M Charge	547.36	562.80	2.8%
Aqueduct Facilities Capital Charges [4.6 e]	0.00	8.50	N/A
Storage Facilities Capital Charge [4.7]	23.09	23.55	2.0%
Common Facilities Capital Charge [4.8]	63.66	77.05	21.0%
Aqueduct Facilities Capital Charges [4.6 b]	69.22	69.03	-0.3%
TOTAL	703.33	740.94	5.3%



Russian River Biological Opinion Update – February 2012

The Sonoma County Water Agency is continually planning and implementing the Russian River Biological Opinion requirements. To better communicate the progress and timeline of this work, the Water Agency has provided the below outline of project updates. For more detailed information about these activities, please visit www.sonomacountywater.org.

Dry Creek Demonstration Project

- The Dry Creek Demonstration Project reached the 90% design level at the end of October. Discussions with landowners regarding right-of-way and construction are ongoing, and permitting applications to regulatory agencies have been submitted.
- In November, the Water Agency Board of Directors approved the demonstration project, the Initial Study and Mitigated Negative Declaration environmental document and right-of-way process.

Dry Creek Habitat Enhancement Study

- In December, InterFluve submitted the Draft Conceptual Design Report for the Dry Creek Habitat Enhancement draft feasibility study. This report presents conceptual designs for potential habitat improvements areas beyond the 1-mile demonstration project. The report will be finalized when official comments from NMFS are addressed.
- The Water Agency, National Marine Fisheries Service, Department of Fish & Game and the U.S. Army Corps of Engineers are working with consultants, ESSA, to develop clear success measures for habitat enhancement. The plan should be completed in 2012.

Tributary Fish Passage and Habitat Enhancement Projects

- Construction on the Crane Creek and Willow Creek Fish Passage Enhancement Projects are complete. Crane Creek is a tributary to Dry Creek located near the one-mile Demonstration Project. Willow Creek flows directly into the estuary near Bridgehaven. The Crane Creek project involved creating and enhancing pools to give steelhead and coho greater access to spawning habitat. The Willow Creek project involved replacing several plugged/collapsed side-by-side culverts with a bridge.
- A dedication of Willow Creek bridge was held in mid-December and was attended by the directors of the California Department of Fish and Game and California State Parks.
- Wild juvenile coho were found in both Crane and Willow Creeks during surveys this past summer. Low numbers of wild juvenile coho were also found in Dry Creek during Water Agency summer surveys. Fish monitoring activities have been completed for the season.

Wohler Pond Modification Project

- The project – which decommissioned infiltration ponds near Wohler Bridge – was completed in September. Historically, when flooding occurred in the area, the ponds would trap fish when the water receded. The purpose of the project was to remove any impediments so that future fish entrapment will not occur.

Mirabel Screen and Fish Ladder Replacement

- The Water Agency received a \$255,000 California Department of Fish and Game Fishery Restoration Grant for design of the project. Consultant (HDR Engineering) has completed the 30% design, which was received in November.

Russian River Estuary Management Project

- On January 26, a three-year general lease was received from the State Lands Commission for the estuary management project.
- The Estuary Management Project final Environmental Impact Report was certified in August and the Board of Directors approved the project. On September 16, a lawsuit was filed by the Russian River Watershed Protection Committee challenging the EIR.
- 2011 monitoring activities took place throughout the summer, including the fyke net placed in the estuary, rotary screw traps installed at the mouths of three creeks that drain into the estuary, invertebrate monitoring and seining and water quality monitoring. Monitoring was completed for the season in mid-October.
- Seal (and other pinniped) monitoring is ongoing.
- The estuary remained open during the 2011 lagoon management period (May 15 – October 15).

Fish Flow Project

Work is occurring internally on the preparation of the draft Environmental Impact Report for the Fish Habitat Flows and Water Rights Project.

- EIR Schedule
 - Release Draft EIR in summer 2012
 - Release Final EIR in summer 2013
 - BO requires Board to certify Final EIR by September 24, 2013
 - EIR will be prepared by Water Agency staff, with assistance from consultants on some areas of impact analysis.

Interim Flow Changes

- The 2011 Temporary Urgency Change order from the State Water Resources Control Board (State Board) ended on October 15. The order required weekly fisheries reports, water quality monitoring and for the contractors to require their irrigation customers to “achieve a maximum applied water allowance of 60 percent ETo.”
- The term for the Agency’s fisheries monitoring requirements under the TUC expired on November 15, but video monitoring of adult salmon and steelhead returns will continue until high river flow necessitates deflation of Mirabel Dam or when the adult coho run appears to tapering off. As of January 17, 3,119 Chinook and 616 steelhead (75 percent identified as hatchery) were counted at the Mirabel dam. Images that appear to be coho are reviewed by multiple biologists. Because of the additional review process, coho tallies are not as up to date as Chinook and steelhead. As of January 1, 124 coho were counted.
- Reports for the 2011 TUC will be submitted to the State Water Board by March 31, 2012.
- Pursuant to the Biological Opinion requirements, the Water Agency is preparing to submit to the State Board a temporary urgency change request for 2012.

Public Outreach

- The annual Public Policy Facilitating Committee meeting will be held 9 a.m. to 11:30 a.m., Thursday, February 9 in the Sonoma County Board of Supervisors Chambers.

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MEMORANDUM

To: Board of Directors

February 3, 2012

From: Chris DeGabriele, General Manager *CD*

Subject: Public Policy Facilitating Committee Meeting - Thursday, February 9, 2012

T:\GMBOD Misc 2012\PPFC meeting memo.doc

RECOMMENDED ACTION: Information only

FINANCIAL IMPACT: None

Attached is the agenda for the PPFC meeting scheduled February 9th. This is an opportunity to update the public on the Biological Opinion activities over the last year and receive public comments. A District Board member has typically attended PPFC meetings in the past. Director Steve Petterle is designated as the Board representative, with Director Dennis Rodoni as the alternate for PPFC meetings. The General Manager will attend the PPFC meeting.



PUBLIC POLICY FACILITATING COMMITTEE Agenda

Thursday, February 9, 2012

9 a.m. – 11:30 a.m.

Sonoma County Board of Supervisors Chamber
575 Administrative Dr., Room 102a, Santa Rosa

1. WELCOME

Chairman Efren Carrillo

2. PROJECT COMPONENTS: YEAR FOUR PLANS & CHALLENGES

- a. Dry Creek – Habitat enhancement, hatchery improvements, coho broodstock program
 - i. David Manning, Principal Environmental Specialist, Sonoma County Water Agency
 - ii. Mike Dillabough, Chief, Operations and Readiness Division, San Francisco District, U.S. Army Corps of Engineers
 - iii. Eric Larson, Programs Manager, Bay-Delta Region, California Department of Fish & Game
- b. Fish Flow Project – Changing minimum instream flows in Russian River and Dry Creek
Pam Jeane, Assistant General Manager of Operations, Sonoma County Water Agency
- c. Estuary – Outlet Channel Management implementation & Biological Surveys
Jessica Martini-Lamb, Principal Environmental Specialist, Sonoma County Water Agency

3. OVERVIEW OF YEAR THREE MILESTONES

Dr. William Hearn, National Marine Fisheries Service

4. PUBLIC COMMENTS

5. 2012 PPFC DECEMBER MEETING DATE: December 13, 9 a.m. – 11:30 a.m.

6. ADJOURN

NOTICE OF PUBLIC POLICY FACILITATING COMMITTEE MEETING FOR THE RUSSIAN RIVER BIOLOGICAL OPINION

Date/Time: Thursday, February 9, 9 a.m. – 11:30 a.m.

Location: Sonoma County Board of Supervisors Chambers,
575 Administration Drive, Santa Rosa

The Public Policy Facilitating Committee (PPFC) meets to discuss, disseminate information and take public comment on the implementation of Russian River Biological Opinion, as called for in a Memorandum of Understanding on a Section 7 consultation of the Endangered Species Act with the United States Army Corps of Engineers, National Marine Fisheries Service and the Sonoma County Water Agency.

Sonoma County Water Agency
404 Aviation Blvd
Santa Rosa CA 95403-1069

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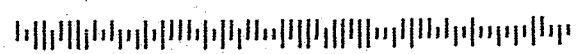
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FEB 02 2012

North Marin Water District

CHRIS DEGABRIELE
NORTH MARIN WATER DISTRICT
PO BOX 146
NOVATO CA 94948-0146

LIJWTP1 94948



PPFC Committee Members:

-
- Efren Carrillo, Sonoma County Board of Supervisors (Chair)
 - Carre Brown, Mendocino County Board of Supervisors
 - Mike McGuire, Sonoma County Board of Supervisors
 - Shirlee Zane, Sonoma County Board of Supervisors
 - Richard Butler, National Marine Fisheries Service
 - Lieutenant Colonel Torrey A. DiCiro, U.S. Army Corps of Engineers
 - Scott Wilson, California Department of Fish & Game
 - Catherine Kuhlman, North Coast Regional Water Quality Control Board
 - Sean White, Mendocino County Russian River Flood Control & Water Conservation Improvement District
 - Lee Howard, Mendocino County Russian River Flood Control & Water Conservation Improvement District
-

22

DISBURSEMENTS - DATED JANUARY 18, 2012

Date Prepared: 1/17/12

The following demands made against the District are listed for approval and authorization for payment in accordance with Section 31302 of the California Water Code, being a part of the California Water District Law:

Seq No.	Payable To	For	Amount
1	Aberegg, Michael	Drafting Services: Chipotle Grill (\$29), Westamerica Bank (\$770), Canyon Green Subdivision (\$660) & Pacheco Tank Mixing (\$275) (Balance Remaining on Contract \$12,990)	\$1,734.00
2	Ackerman, Gerald	Retiree Exp Reimb (Monthly Health Ins)	90.69
3	Autoworld	Axle Nut, Upper Radiator Hose (\$48) & Rear Springs ('03 Dodge Dakota) (\$200)	262.49
4	Bakalar, Michael	Retiree Exp Reimb (2012 Health Ins)	547.80
5	Bastogne	Refund Pymt on Closed Account	17.69
6	Bayshore International	Fuel Tank Straps (2) ('99 Int'l 5-yd Dump Truck)	381.03
7		Cafeteria Plan - Uninsured Medical Reimbursement	45.00
8	Bino, Gene	Retiree Exp Reimb (2012 Health Ins)	225.24
9	Bradbery, Ronald	Retiree Exp Reimb (Monthly Health Ins)	90.69
10	Building Supply Center	Cleanser, Floor Scrubber & Light Bulbs (8)	30.18
11	Bundesen, Gerald	Retiree Exp Reimb (Monthly Health Ins)	779.57
12	Butti, Lou	Retiree Exp Reimb (Monthly Health Ins)	779.57
13	Calif Board of Equalization	State Sales & Use Tax 1/11 - 12/11	8,679.00
14	California Water Service	Nov/Dec Water Service (OM) (0 Ccf)	126.18
15	California State Disbursement	Wage Assignment Order (3)	1,478.50
16	Correia, Joseph	Novato "Washer Rebate" Program	50.00
17	CA Sanitation Risk Mgmt Assoc	2012 Oceana Marin Liability Insurance	2,703.72
18	CSW/Stuber-Stroeh Engineering	Prog Pymt #9: Aqueduct Energy Efficiency Project (Balance Remaining on Contract \$134,743)	3,280.86

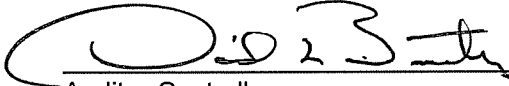
Seq No.	Payable To	For	Amount
19	Cummings Trucking	Rock (24.78 tons) (\$2,275) & Sand (23.26 tons) (\$988)	3,263.31
20	Derby, Richard	Retiree Exp Reimb (Monthly Health Ins)	90.69
21	Diggs, James	Retiree Exp Reimb (Monthly Health Ins)	779.57
22		Cafeteria Plan - Uninsured Medical Reimbursement	47.96
23	Dunn, Kathleen	Novato "Washer Rebate" Program	50.00
24	Electrical Supply of Santa Rosa	RTU Parts	1,112.63
25	Endriss, Al	Novato "Washer Rebate" Program	50.00
26	Eyler, John	Retiree Exp Reimb (Monthly Health Ins)	90.69
27	Fisher Scientific	Copper Standard, Calcium Carbonate (\$35), Sulfate Standard & Zinc Standard (Lab)	109.58
28		Cafeteria Plan - Child Care Reimbursement	1,446.00
29	Giari, John	Retiree Exp Reimb (2012 Health Ins)	225.24
30	Groeniger	Traffic Rated Meter Box Lids (2) (\$187), Flanges (3) (\$69), Bolts (100) (\$192), Tapping Sleeve (\$685) & Nipples (3)	1,150.68
31	Hach	Potassium Hydroxide (2) (Lab)	35.63
32	Hale, Larry	Retiree Exp Reimb (2012 Health Ins)	547.80
33	Hester, Mark	Novato "Washer Rebate" Program	50.00
34	Irish & Son's Welding	Weld 4" Spools for Heidrun Meadery Project	315.00
35	Johnstone, Daniel	Retiree Exp Reimb (Monthly Health Ins)	90.69
36	Jones, Laura	Engineering Support Services: Novato Water System Master Plan 2012 Update Project (Balance Remaining on contract \$28,665)	1,462.50
37		Cafeteria Plan - Uninsured Medical Reimbursement	105.70
38		Vision Reimbursement	320.50


Seq No.	Payable To	For	Amount
39	Koehn, Cynthia	Novato "Toilet Rebate" Program	225.00
40	Lincoln Life	Deferred Compensation PPE 1/15	9,748.33
41	Maltby Electric	Electrical Conduit Connectors & Mounting Channel	40.14
42		Cafeteria Plan - Uninsured Medical Reimbursement	46.76
43	Marin County Recorder	Release of Lien (Holly Browne - 46 Kona Ln)	13.00
44	Maselli & Sons	Vent Pipe & Flashing for Auto Shop Heater	65.80
45	Matchette, Tim	Retiree Exp Reimb (Monthly Health Ins)	230.18
46	McAghon, Andrew	December Sludge Removal (90 yds)	2,520.00
47	McCloskey, Lawrence	Novato "Washer Rebate" Program	50.00
48	Moore, Barbara	Novato "Toilet Rebate" Program	75.00
49	Moretti, Linda	Retiree Exp Reimb (2012 Health Ins)	225.24
50	National Deferred	Deferred Compensation PPE 1/15	825.00
51	Nelson, John O.	Retiree Exp Reimb (Monthly Health Ins)	90.69
52	Novato, City of	Inspection of Paving @ Novato Blvd & Rowland	3,361.12
53	Novato Disposal Service	Remove Misc Debris from Yard	370.12
54	NTU Technologies	Polymer (450 lbs)	657.00
55	Nuttman, Dennis	Novato "Washer Rebate" Program	50.00
56	Pace Supply	Saddles (2) (\$128), Tees (4), Ells (10) (\$334), Bushings (8), Couplings (34) (\$1,898), Connection Rings (40) (\$96), Gaskets (36) (\$227), Nuts (121), 1" & 2" Copper Pipe (33,840') (\$19,363), Flange, Nipples (10) (\$44), Freight on Pipe & Ells & Bolts (200) (\$636)	22,881.22
57	PDM Steel Service Centers	Steel for Welding Shop (Various Projects)	1,050.80
58	Performance Meter	Breakaway Hydrant Lock	138.98

Seq No.	Payable To	For	Amount
59	Phillips & Associates	January O & M of O.M. Wastewater Treatment System	5,101.24
60	Poiani, Pete	Retiree Exp Reimb (Monthly Health Ins)	90.69
61	Prunuske Chatham	Engineering Services; Leveroni Creek Bank Repair Project (Balance Remaining on Contract \$10,745)	3,284.63
62		Cafeteria Plan - Uninsured Medical Reimbursement	50.00
63	Rogers, Bill	Retiree Exp Reimb (2012 Health Ins)	770.64
64	Roudebush, Robert	Novato "Washer Rebate" Program	50.00
65	Sjoblom, Jeff	Exp Reimb: Safety Boots	200.00
66	Smail, Catherine	Retiree Exp Reimb (Monthly Health Ins)	90.69
67	Smalley, Gayle	Retiree Exp Reimb (2012 Health Ins)	547.80
68	Soiland	Fee for Asphalt Recycling (5.89 tons)	10.00
69	Sonosky, Norma	Retiree Exp Reimb (Monthly Health Ins)	90.69
70	Tangalakakis, Odysseus	Novato "Washer Rebate" Program	50.00
71	Ultra Scientific	Mineral Samples (3) (Lab)	203.49
72	UPS Store	Chlorine Scrubber Media Sent for Analysis	15.96
73	Vasconcellos, Joan	Retiree Exp Reimb (2012 Health Ins)	547.80
74	Velloza, Richard	Retiree Exp Reimb (Monthly Health Ins)	90.69
75	VWR International	Chloride Standard (Lab)	33.72
76	Wilson, Roena	Retiree Exp Reimb (2012 Health Ins)	770.64
77	Winzler & Kelly	Engineering Services: Pt Reyes Well #3 (Balance Remaining on Contract \$20,287)	1,808.34
78	Workforce Boots & Clothing	Safety Boots (Roberto)	170.62

Seq No.	Payable To	For	Amount
79		Cafeteria Plan - Child Care (\$416) & Vision Reimbursement (\$268)	684.66
80	Zlatunich, JoAnn	Novato "Washer Rebate" Program	50.00
		TOTAL DISBURSEMENTS	<u>50.00</u> <u>\$90,023.06</u>

The foregoing payroll and accounts payable vouchers totaling \$90,023.064 are hereby approved and authorized for payment.

 1/17/12
 Auditor-Controller Date

 1/17/2012
 General Manager Date

DISBURSEMENTS - JANUARY 25, 2012

Date Prepared: 1/24/12

The following demands made against the District are listed for approval and authorization for payment in accordance with Section 31302 of the California Water Code, being a part of the California Water District Law:

Seq	Payable To	For	Amount
P/R*	Employees	Net Payroll PPE 1/15	\$118,360.23
EFT*	US Bank	Federal & FICA Taxes PPE 1/15	43,028.41
1	Ahlborn Fence & Steel	Fence Repair @ STP (80') (Reimb by Driver's Insurance Carrier)	2,782.00
2	Alpha Analytical Labs	Lab Testing (Novato)	110.00
3	Athens Administrators	January Workers' Comp Admin Fee	1,000.00
4	Bank of Marin	AEEP Principal & Interest (Pymt 3 of 240)	46,066.67
5	Bender, Matthew	Annual Gov't Codes & Water Supplemental (2012) (Budget \$750)	724.68
6	Blastco	Prog Pymt #1: Recoat Interior of Crest Tank #1 (Balance Remaining on Contract \$156,578)	8,685.90
7	Calif Public Health Services	Drinking Water Treatment Operator Certification Renewal (Clark) (7/12-7/15) (Budget \$0) & Water Treatment Operator Certification Fee - Grade 2 (Lucchesi) (2/12-2/14) (Budget \$0)	120.00
8	State of California	State Tax & SDI PPE 1/15	8,333.28
9	Calpico	Brass Grounding Clamps (20)	191.53
10	Contractors State Lic Board	Contractors' State License Renewal (Moore) (2/12-2/14) (Budget \$0)	360.00
11	Covello Group	Prog Pymt #8: Recycled Water Pipeline Expansion (Balance Remaining on Contract \$319,744)	56,314.75
12	Dell Computers	P.C. (Roberts) (Budget \$1,000)	1,003.56
13	Drusihn, Kelly	Novato "Washer Rebate" Program	50.00

Seq	Payable To	For	Amount
14	Electrical Equipment	STP Pump Control Module	201.07
15	Environmental Express	Sterile Filters (1,000) (\$319) & Borosilicate Filters (800) (\$361) (Lab)	680.03
16	Farwest Corrosion Control	Replacement Rectifiers (4) (Budget \$12,000)	10,608.34
17	Findley, Linda	Novato "Washer Rebate" Program	50.00
18	Forde, W.R., Construction	Refund Security Deposit on Hyd Meter Less Final Bill	1,168.10
19	Ghalavand, Shahrokh	Refund Overpayment on Closed Account	177.81
20	Ghilotti Construction	Prog Pymt #3: Recycled Water North Segment 3 Construction (\$717,822) (Balance Remaining on Contract \$76,013) & Final Payment-Release of Retention: Recycled Water Expansion-North Service Area Seg 1 Project (\$28,527) (Total Seg 1 payments \$570,552)	746,349.31
21	Grainger	6" Folding Saws (2) (\$41), Cable Ties (800), Bucket Organizer (2), Ratchet Drive Looper (\$46) & Kneeling Pad (\$44)	188.17
22	Grubert, Larry	Novato "Washer Rebate" Program	50.00
23	InfoSend	December Processing Fee for Water Bills (\$1,411) & Postage (\$3,522)	4,932.61
24	International Fire	Replacement Fire Extinguishers (2) (\$442) & Annual Fire Extinguisher Service (\$1,152)	1,594.80
25		Cafeteria Plan - Uninsured Medical Reimbursement	150.00
26	Laurant, Dawn & Alexander	Refund Overpayment on Closed Account	15.74
27	Marin County EAC	Reg Fee: 2012 Employment & Labor Law Update (\$60) & Membership Dues (\$40) (Landeros) (Budget \$0)	100.00
28	Marutani, Lamar	To Replace Cancelled Check-Sent to Correct Address	14.40
29		Vision Reimbursement	197.00
30	MegaPath	DSL Internet Service (1/12/12 - 2/11/12)	142.30

Seq	Payable To	For	Amount
31	Mitchell, Yvonne	Novato "Washer Rebate" Program	50.00
32	Neopost USA	January Meter Rental on Postage Machine	65.10
33	Novato Disposal Service	December Trash Removal	403.40
34	Olson, Karen	Novato "Washer Rebate" Program	50.00
35	Pace Supply	Ells (5) (\$39), Couplings (2), Traffic Lids (4) (\$68), Meter Adaptors (140) (\$1,377) & Bolt Down Boxes (4) (\$106)	1,620.49
36	PERS Retirement System	Pension Contribution PPE 1/15	43,044.04
37	NMWD Petty Cash	Petty Cash Reimbursement	119.97
38	PG&E	Power: Bldgs/Yard (\$2,533), Rectifier/Controls (\$384), Pumping (\$15,203), Treatment (\$14,560) & Other (\$125)	32,805.52
39	Price, Cheri-Lee	Novato "Toilet Rebate" Program	150.00
40	Protection Engineering	Primer (12 qts)	220.30
41		Cafeteria Plan - Uninsured Medical Reimbursement	268.98
42	Sacramento Flow Control	Freeze Protection Bags (6) (Back Flow Devices)	378.40
43	Soiland	Fee for Asphalt Recycling (5.49 tons)	10.00
44	Sonoma County Water Agency	December Contract Water	381,363.77
45	Staples Advantage	File Folders (100), Monthly Organizer Pages (3) (\$64), Dividers (5), Daily Diary (\$37) Black Ink Cartridges (2) (\$72) & Mechanical Pencils (12)	180.31
46	Suter, Brian	Novato "Washer Rebate" Program	50.00
47	Township Building Services	December Janitorial Services	1,754.84
48	United Rentals	Spring for Small Jackhammer Air Control Valve	37.17
49	UNUM Life Insurance	January Group Life Ins Premium	664.02
50	VWR International	Disinfectant Envrocide (\$148) & Weighing Pans (\$51) (200) (Lab)	199.83

Seq	Payable To	For	Amount
51		Vision Reimbursement	368.00
52	Winzler & Kelly	Engineering Services: Aqueduct Relocation (Balance Remaining on Contract \$138)	3,936.13
TOTAL DISBURSEMENTS			<u>3,936.13</u>
			<u>\$1,521,490.96</u>

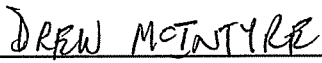
The foregoing payroll and accounts payable vouchers totaling \$1,521,490.96 are hereby approved and authorized for payment.



Auditor-Controller

1/24/12

Date



General Manager

1/24/12

Date

DISBURSEMENTS - DATED FEBRUARY 1, 2012

Date Prepared: 1/31/12

The following demands made against the District are listed for approval and authorization for payment in accordance with Section 31302 of the California Water Code, being a part of the California Water District Law:

Seq	Payable To	For	Amount
1	Advanced Reproduction Center	Plans/Specs - Recycled Water South Phase 1A Project (10 sets)	\$783.37
2	AT&T Mobility	Cellular Charges: Monthly (\$404) & Airtime (\$7) (15)	411.53
3	AT&T	Telephone Charges: Leased Lines	63.46
4	AT&T	Telephone Charges: Leased Lines (\$305), Local (\$4) & Minimum (\$606)	915.09
5	Badger Meter	1", 1 1/2", 2" & 3" Water Meters (5)	3,286.31
6	Baker, Jack	January Director's Fee (\$200), North Bay Watershed Assoc Meeting - 1/6 (\$100) & Planning Workshop - 1/10 (\$100)	400.00
7	Barzgar, Joyce Christine	Novato "Washer Rebate" Program	50.00
8	Basic Chemical Solutions	Sodium Hypochlorite (400 gals)	1,543.49
9	Best Best & Krieger	Solar Power Project Resolution Re: SDG&E	462.00
10	BlackPoint Tree Service	Trim Tree Hanging Over Fence @ Norman Tank & Dispose of Debris	785.00
11	Blankenship Jr, J.	Refund Overpayment on Closed Account	52.28
12	Bold & Polisner	December Legal Services: Lagunitas Water Rights (\$37), Port Sonoma (\$52), Pt Reyes Well #3 (\$18), RW Expand No-Private Retrofit (\$105), RW Exp South Phase 1A (\$684) & RW Exp South Phase 1B (\$111)	1,008.50

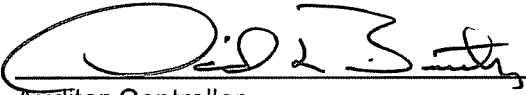
Seq	Payable To	For	Amount
13	Business Card	Internet Pymt Fee (\$115), Reg Fee: Chamber Installation & Recognition Lunch (Bentley) (\$35), Arm to Hold Open Hatch (Amaroli Tank) (\$67), Classified Ad: Temp Laborer (\$75), Parts for Lab E-Pure Sys (\$28), Cash Receipts for Cust Payments (2,000) (\$300), Endorsement Stamp "Payable to US Bank" (\$79), Reg Fee: SSU Economic Outlook Conf (Bentley) (\$49), 5 Copies of ACWA News (\$3) & Display Ad: Notice Inviting Bidders RW South Phs 1A	1,377.45
14	Calif Public Health Services	To Replace Cancelled Check - Wrong Amount	80.00
15	California State Disbursement	Wage Assignment Order (3)	1,478.50
16	Caudle, James	Refund Overpayment on Closed Account	38.27
17	Chavez, Sandra	Novato "Washer Rebate" Program	50.00
18		Cafeteria Plan - Uninsured Medical Reimbursement	40.20
19	Cole-Parmer Instrument	1/2" Non-Corrosive Tubing for Ferric Pumps @ STP (25')	216.49
20	Core Utilities	Consulting Services: December IT Support (\$5,000) & Utility Billing (\$75)	5,075.00
21		Cafeteria Plan - Uninsured Medical Reimbursement	94.33
22	Evenich Construction	PRE Tank #2 Retaining Wall Repair	15,317.28
23	Farrokhnia, Neda	Refund Overpayment on Closed Account	17.50
24	Fisher Scientific	Zinc (Lab)	10.70
25	Fleischer, Roy	Novato "Washer Rebate" Program	50.00
26	Fraites, Rick	January Director's Fee (\$200) & Planning Workshop - 1/10 (\$100)	300.00
27	Genazzi, May	Novato "Washer Rebate" Program	50.00
28	Golden Gate Petroleum	Gasoline (\$3.73/gal) & Diesel (\$3.95/gal)	4,312.92


Seq	Payable To	For	Amount
29		Cafeteria Plan - Uninsured Medical Reimbursement	13.64
30	Grainger	Storage Bins (50), Exit Light Batteries (2) & Ground Bar Kits (5) (\$48)	70.77
31	Groeniger	Utility Boxes (2) (\$187), Nipples (3), Brass Plugs (5), Couplings (3) (\$180) & Ells (2) (\$59)	450.23
32	HydroScience Engineers	Prog Pymt #3: Recycled Water On-Site Retrofits - Task 1 (Balance Remaining on Contract \$97,973)	33,092.00
33	Ianniccheri, Albert	Novato "Washer Rebate" Program	50.00
34	Ikerd, Julie Salmina	Novato "Toilet Rebate" Program	150.00
35	Johannessen, Gerald	Novato "Cash for Grass" Program	382.50
36	Lincoln Life	Deferred Compensation PPE 1/31	9,623.33
37		Cafeteria Plan - Child Care Reimbursement	208.33
38	McLellan, WK	Misc Paving: Novato Area (1,141 S.F.)	11,282.00
39	Melendez, Ubaldo	Novato "Washer Rebate" Program	50.00
40		Wage Assignment Order	284.00
41	National Park Service	Annual Use Permit Fee for Olema Tank	50.00
42	National Deferred	Deferred Compensation PPE 1/31	825.00
43	Neopost USA	Ink Cartridge for Postage Meter	311.38
44	Novato Police Dept	Telephone Answering Service (Nov - Jan)	600.00
45	Office Depot	Legal Trays (2), Register Tape (10), Canned Air (6), Copy Paper (115 reams) (\$453), Deposit Bags (400) (\$90), Pens (48) (\$50), Chair Mats (4) (\$133), Clear Tab Dividers, Adding Machine Tape (15), Date Stamp, Pencils, Folders w/Fasteners (75) (\$115), Storage Boxes (30) (\$68), Calendar, Labels, Business Cards, Envelopes (2,500) (\$49) & Mechanical Pencils (9)	1,228.23

Seq	Payable To	For	Amount
46	On Line Resource	Refund Payment on Closed Account	50.00
47	Pace Supply	Corp Stops (6) (\$797), Connection Rings (60) (\$144), Corp Stop Adaptors (80) (\$1,233) & Double Check Detector Flange (\$5,006)	7,180.48
48	PERS Health Benefits	February Health Ins Premium (Employees \$52,800, Retirees \$10,443 & Employee Contrib \$6,929)	70,171.30
49	Petterle, Stephen	January Director's Fee (\$200) & Planning Workshop - 1/10 (\$100)	300.00
50	Rasband, Ryan & Bonnie	Refund Overpayment on Closed Account	26.75
51	RMDD	Refund Security Deposit on Hyd Meter Less Final Bill	303.03
52		Cafeteria Plan - Uninsured Medical Reimbursement	343.49
53	Rodoni, Dennis	January Director's Fee (\$100) & Planning Workshop - 1/10 (\$100)	200.00
54	Schoonover, John	January Director's Fee Less Deferred (\$150) & Planning Workshop - 1/10 (\$100)	250.00
55	Staples Advantage	Legal Manila Folders (50) & Calculator	22.55
56	Team Ghilotti	Refund Security Deposit on Hyd Meter Less Final Bill	481.26
57	United Parcel Service	Delivery Services: CEQA Documents Sent to State Clearinghouse & Calif Coastal Comm (\$12) & Change Order Document Sent to SWRCB for Ranger Pipeline (\$12)	24.73
58	US Postal Service	Meter Postage	1,000.00
59	Verizon California	Telephone Charges: Leased Lines (\$757) & Minimum (\$28)	785.28

Seq	Payable To	For	Amount
60	VWR International	Sulfate Standard (Lab)	47.83
61	Young, Allan	Refund Alternative Compliance Reg 15 Deposit	945.00
TOTAL DISBURSEMENTS			<u>\$179,072.78</u>

The foregoing payroll and accounts payable vouchers totaling \$179,072.78 are hereby approved and authorized for payment.

 _____
 Auditor-Controller Date 1/30/12

 _____
 General Manager Date 1/30/2012

NORTH MARIN WATER DISTRICT CHECK REQUEST

(Check Request form to be used only when payee cannot provide an invoice or statement)

PAYEE: BAKER, JACK 425 CORTE NORTE NOVATO, CA 94949	DATE <i>1/9/12</i> TOTAL <i>100.00</i>
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PURPOSE: DIRECTOR'S FEE


CHARGE TO:

DISPOSITION OF CHECK

- MAIL TO PAYEE
- HOLD FOR
- OTHER

REQUESTED BY _____

APPROVED TO PAY BY _____

Prepared By <i>MJD</i>	Accounting Review	POST DATE <i>1/12</i>	Vendor No BAKE01	 NORTH MARIN WATER DISTRICT
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Invoice Number	Invoice Date	Invoice Amount
<i>CKDA018912</i>	<i>1/9/12</i>	<i>100.00</i>

NMWD Comment	<i>North Bay Watershed Assoc Meeting - 1/6</i>

Job Number	GL Account	Amount
	56001.01.11	<i>100.00</i>

TOTAL 100.00

MaryAnn Dowden

From: David Bentley
Sent: Monday, January 09, 2012 8:02 AM
To: MaryAnn Dowden; Connie Filippi
Cc: Jack Baker
Subject: FW: 1/6/12 mtg. North Bay Watershed Assoc.

MaryAnn

Please compensate accordingly....David

From: jack baker [mailto:jckbaker@gmail.com]
Sent: Saturday, January 07, 2012 5:05 PM
To: David Bentley
Subject: 1/6/12 mtg. North Bay Watershed Assoc.

David,

Yesterday I attended the referenced mtg, representing our District, and therefore request that you initiate compensation per district policy.

Thank you

J.Baker

MEMORANDUM

To: Board of Directors
From: Alicia Manzoni, Customer Service Supervisor
Subject: Information – Postage Rate Increase
t:\cons srvc\postage machine\postup01222012.docx

February 3, 2012

RECOMMENDED ACTION: Information Only

FINANCIAL IMPACT: \$1,600 Increase in Annual Postage Cost

The US Postal Service increased postage rates January 22, 2012. The bulk rate for the water bills increased by 1¢ (2.9%) to 35¢ per bill if sorted by the first 5 zip code digits and mailed in bundles of 500 or more. Regular first class letters increased 1¢ to 45¢ (2.3%). Last year we spent approximately \$9,000 on general postage and \$45,000 for water bill postage. In addition, the District mails two Waterline Newsletters per year at an annual postage cost of \$6,000. This will increase by about \$100 per year. Cumulatively, the District's postage cost will increase by about \$1,600 annually.



**NORTH MARIN
WATER DISTRICT**

999 Rush Creek Place
P.O. Box 146
Novato, CA 94948

PHONE
415.897.4133

FAX
415.892.8043

EMAIL
info@nmwd.com

WEB
www.nmwd.com

January 25, 2012

Michael Chernock, Foreman
Marin County Civil Grand Jury
3501 Civic Center Drive, Room 275
San Rafael, CA 94903

Re: Response to 2011-2012 Marin Civil Grand Jury Survey of Special Districts

Dear Mr. Chernock:

Following are the responses to the Civil Grand Jury's Survey of Special Districts:

1. Please provide your district's most recent financial statement.

The North Marin Water District Comprehensive Annual Financial Report (CAFR) for the Fiscal Years Ended June 30, 2011 and 2010 is enclosed as Attachment 1.

2. If the source of funds are not clearly shown, please provide the source of funds that comprise the gross revenue.

The source of funds that comprise the gross revenue of NMWD are clearly shown on page 16 of the CAFR (Attachment 1).

3. What is the annual budget for your District for 2012?

The total budgeted expenditures for FY2011/2012 is \$24,357,000.

4. State the amount of cash reserves that the District currently holds.

At June 30, 2011, the District held \$4.4 million in cash. At December 31, 2011, the District held \$12.4 million in cash, which amount includes \$8 million recently borrowed to pay for NMWD's share of the Aqueduct Energy Efficiency Project (aqueduct relocation) required in conjunction with the Caltrans Highway 101 widening project north of Novato.

5. How is this amount allocated among future expenses?

The District adopted a Reserve Policy in March 2009 (Attachment 2). At June 30, 2011, the District's cash reserves were allocated among the various reserve accounts as shown on the Comparative Reserve Summary (Attachment 3).

6. Does the district utilize specific criteria for determining the size of their reserves?

When NMWD's Reserve Policy was adopted, the Board directed staff to set a target in the District's financial plan to build and maintain a cash reserve equal to 90% of annual operating expense (see Attachment 4 - excerpt from March 3, 2009 Minutes of the Regular Meeting of the Board of Directors). The current operating budget of \$12.2 million renders a reserve goal of \$11.0 million (\$12.2 million X 90%).

7. If any of your revenue comes from service charges, please provide your schedule of service charge(s) paid by your customers for the years 2005-2010.

See Attachment 5 - Novato Service Area Rates and Charges.

8. State the name, title and phone number of the person completing this questionnaire.

David L. Bentley, Auditor-Controller, 415.897.4133.

Sincerely,



David L. Bentley
Auditor-Controller

Enclosures: as stated

DLB/kly

MEMORANDUM

To: Board of Directors
From: Nancy Williamson – Sr. Accountant
Subj: Reimbursement Program 2011
t:\finance\reimb program\reimbmemo2011.doc

February 3, 2012

RECOMMENDED ACTION: Information Only

FINANCIAL IMPACT: \$8,197 Reimbursement Payment to Developers

Regulation 30 (attached), Reimbursement for Extension of Pipelines that Benefit Others, allows developers to receive reimbursement for pipelines they are required to install which are not within the developers property. Reimbursement eligibility is determined by the District prior to execution of the Water Service Agreement, and is based upon the benefit to be derived from other potential users of the extended pipeline. The reimbursement entitlement is available only for installation of six-inch diameter pipeline and larger, and the first one hundred feet of said pipeline and fittings are not eligible for reimbursement.

Each year following the first full year after completion of the extension, the District pays to each developer having a reimbursement entitlement a pro-rata share of all Reimbursement Fund Charges (\$420 in Novato and \$1,950 in West Marin for each 1" residential meter in 2011) held by the District in its Reimbursement Fund Account. Reimbursement Fund Charges received and reimbursement entitlements are accounted for separately for the Novato and West Marin Service Areas (the current year schedule is attached). A developer's reimbursement entitlement expires upon payment thereof by the District in full without interest, or on the tenth year of payment, whichever occurs first.

There were twelve participants in the Reimbursement Program for Novato in 2011 representing \$1,534,742 in original reimbursement entitlements. We collected \$8,197 in Reimbursement Fund Charges during calendar year 2011 and that total was applied against the remaining reimbursement obligation of \$1,025,232 leaving a zero balance in the Reimbursement Fund Account. After this year's payment there remains an outstanding entitlement balance of \$1,017,035 in Novato.

There were two participants in the Reimbursement Program for West Marin in 2011 representing \$216,183 in original reimbursement entitlements. The remaining reimbursement obligation of \$160,821 at the end of calendar year 2010 remains unchanged because we did not collect any Reimbursement Fund Charges during calendar year 2011.

**NORTH MARIN WATER DISTRICT
REGULATION 30**

REIMBURSEMENT FOR EXTENSION OF PIPELINES THAT BENEFIT OTHERS

a. Reimbursement Entitlement for Off Tract Pipelines

The Reimbursement Entitlement for pipelines paid for by the Applicant but not within the Applicant's property shall be based upon the benefit to be derived by other potential users of said pipelines as estimated and determined by the District in its sole discretion. Reimbursement Entitlement will be considered only for pipelines and fittings of six-inch diameter and larger. The first one hundred feet of said pipelines and fittings except for the oversized portion are not eligible for Reimbursement Entitlement. In determining the Reimbursement Entitlement any pipeline footage traversing land in other water service zones or paralleling an existing water main shall not be considered eligible for reimbursement unless the District determines that such footage can reasonably be expected to be of benefit to abutting lands. The maximum Reimbursement Entitlement shall not exceed the maximum potential benefit to be derived by other users of the facilities paid for by the Applicant as determined by the District in its sole discretion.

b. Reimbursement Payments

In January of each year following the first full year after completion of the extension, the District will pay to each Applicant having a Reimbursement Entitlement, a portion of the total amount of Reimbursement Fund Charges established by Regulation 1.c. and received by the District from Applicants located within the same service area during the previous calendar year. Said portion shall be determined by multiplying said total amount of Reimbursement Fund Charges received by the quotient obtained by dividing the Applicant's unexpired reimbursement entitlement by the total of all unexpired reimbursement entitlements within the same service area. For the purpose of this Regulation, the Point Reyes and Paradise Ranch Estates Service Areas shall be considered one service area called the West Marin Service Area. Reimbursement Fund Charges received and unexpired Reimbursement Entitlements shall be accounted for separately for the Novato and West Marin Service Areas.

c. Expiration of Reimbursement Entitlement

The Applicant's unexpired Reimbursement Entitlement for a given year shall be determined by subtracting all prior reimbursement payments made to said Applicant from said Applicants' Reimbursement Entitlement. An Applicant's Reimbursement Entitlement shall expire and become invalid upon payment thereof by the District in full without interest, or on December 31 of the tenth year of payment on account thereof pursuant to Regulation 30.b. whichever shall first occur.

d. Acknowledgment of Necessity

Anyone who pays, deposits or agrees to pay all or part of the cost of any extension or improvement of the District's Water Distribution system hereby acknowledges that such extension or improvement is necessary and reasonable and releases the District from any liability based on a claim that a determination made by the District pursuant to Regulation 21 is or was unnecessary or unreasonable.

e. Assignment of Reimbursement Entitlement

The District will not recognize any assignment or attempted assignment of a Reimbursement Entitlement unless the assignment is in a form satisfactory to and approved in writing by the District and is signed and acknowledged by the assignor. The District will furnish forms of assignment on request. Except with the prior written approval of the District, no assignment of a Reimbursement Entitlement shall be effective until the first payment thereon from the reimbursement fund is paid or payable.

f. Liens of Reimbursement Entitlement

The District shall have a lien upon all money payable as a Reimbursement Entitlement for any indebtedness to the District of the holder of said entitlement. The District may exercise said lien without notice by transferring the appropriate amount from Reimbursement Fund Charges paid to the District at the time annual reimbursement payments are made.

g. Non-Applicability

This Regulation 30 shall not apply to extension or construction of recycled water facilities. The District may, however, enter into reimbursement arrangements for recycled water systems it deems reasonable and fair on a case by case basis.

**NORTH MARIN WATER DISTRICT
REIMBURSEMENT PROGRAM - 2011
Allocation Calculations
GL Acct 22700-01**

c:\accountants\financials\mfmfy12\reim12yr.xls\ap voucher oak park estates

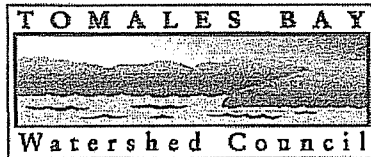
Job Number	PROJECT	FIRST YEAR	FINAL YEAR	ORIGINAL ENTITLEMENT	TOTAL PRIOR REIMB PAID	ENTITLEMENT REMAINING 12/31/2011	REIMB PAID THIS YEAR	GRAND TOTAL REIMB PAID	ENTITLEMENT REMAINING 12/31/2012	% REIMB TO DATE
NOVATO:										
1.2546.00	Point Marin (aka Rafael Village)- Phase 1	2006	2015	\$11,395.00	\$4,679.75	\$6,715.25	\$53.69	\$4,733.44	\$6,661.56	41.54%
1.2574.00	Tamalpais Hill Subdivision	2006	2015	\$218,250.00	\$89,631.74	\$128,618.26	\$1,028.34	\$90,660.08	\$127,589.92	41.54%
1.2576.00	Cherryhill Pipeline Extension	2006	2015	\$642,542.00	\$263,881.60	\$378,660.40	\$3,027.49	\$266,909.09	\$375,632.91	41.54%
1.2597.00	Point Marin Phases 2 & 3	2006	2015	\$233,170.00	\$95,759.15	\$137,410.85	\$1,098.64	\$96,857.79	\$136,312.21	41.54%
1.2598.00	Atherton Estates	2006	2015	\$91,820.00	\$37,708.99	\$54,111.01	\$432.63	\$38,141.62	\$53,678.38	41.54%
1.2659.00	Lehman Land Division	2007	2016	\$24,482.00	\$1,788.87	\$22,703.13	\$181.52	\$1,970.39	\$22,521.61	8.05%
1.2635.00	Channel Drive Water Main Extension	2007	2016	\$18,486.00	\$1,350.20	\$17,135.80	\$137.01	\$1,487.21	\$16,998.79	8.05%
1.2617.00	Marion Heights	2007	2016	\$88,322.00	\$6,450.94	\$81,871.06	\$654.58	\$7,105.52	\$81,216.48	8.05%
1.2282.00	Oak Park Estates	2008	2017	\$16,319.00	\$836.46	\$15,482.54	\$123.79	\$960.25	\$15,358.75	5.88%
1.2576.01	Cherryhill Pipeline - Phase 2	2008	2017	\$143,341.00	\$7,347.14	\$135,993.86	\$1,087.31	\$8,434.45	\$134,906.55	5.88%
1.2692.00	Whole Foods	2010	2019	\$42,368.00	\$75.06	\$42,292.94	\$338.14	\$413.20	\$41,954.80	0.98%
1.2614.00	Somerston Park	2011	2020	\$4,237.00	\$0.00	\$4,237.00	\$33.88	\$33.88	\$4,203.12	0.80%
	Total Invested			\$1,534,742.00	\$509,509.90	\$1,025,232.10	\$8,197.00	\$517,706.90	\$1,017,035.10	33.73%
	% Earned			0.53%						

Amt Remaining in Reimb Acct from 2010		\$0.00
Reimb collected 1/1/11 - 12/31/11 (22700-01)		8,197.00
Balance in Reimb Fund at 12/31/11		8,197.00
Paid out this year		(8,197.00)
Remaining in Reimb Acct after payments		\$0.00

WEST MARIN:

2.2530.00	Vallejo Avenue Extension	2007	2016	\$51,183.88	\$13,107.66	\$38,076.22	\$0.00	\$13,107.66	\$38,076.22	25.61%
2.2529.00	Pt. Reyes Affordable Housing	2007	2016	\$165,000.00	\$42,254.77	\$122,745.23	\$0.00	\$42,254.77	\$122,745.23	25.61%
	Total Invested			\$216,183.88	\$55,362.43	\$160,821.45	\$0.00	\$55,362.43	\$160,821.45	
	% Earned			0.00%						

Amt Remaining in Reimb Acct from 2010		\$0.00
Reimb collected 1/1/11 - 12/31/11 (22700-02)		0.00
Balance in Reimb Fund at 12/31/11		0.00
Paid out this year		0.00
Remaining amount in reimbursement account		\$0.00



OK TO PAY
1/31/12
CDS

Mr. David Bentley
North Marin Water District
PO Box 146
Novato, CA 94948-0146

Jan. 31, 2012

Dear Mr. Bentley,

Greetings and best wishes to you for the coming year. As you are already aware, the Tomales Bay Watershed Council is starting this New Year with a local fundraising campaign in order to continue our critical programs during this difficult funding period. Water quality is a major focus of our work! For almost five years we have been implementing the only comprehensive water quality monitoring program for Tomales Bay and its tributary streams. We also compile water quality information from government agencies, academic researchers and other groups and make it available to the public. We need your support to continue our program to monitor the long-term water quality trends in the watershed, and to inform the public about the watershed's health.

- ✓ We are writing to request a volunteer donation of \$1,000 to support operations, programs and projects of the Tomales Bay Watershed Council. Please send a check to the Tomales Bay Watershed Council Foundation P.O. Box 447 Point Reyes, CA 94956. We depend on the support of our members to match the grant funding that we receive each year, and we
- ✓ sincerely thank you for helping to keep the Council viable. We also wish to acknowledge your support and participation in the Council, and the valuable participation of Dennis Rodoni on our Foundation as well.

The Tomales Bay Watershed Council is made up of representatives from local organizations, businesses and government agencies who are dedicated to managing the 255 square miles of the Tomales Bay watershed. We are working collaboratively to implement our stewardship plan and a watershed management plan to preserve, protect and restore the water and land resources for sustainable use.

We sincerely thank you and look forward to future work together for the sake of the Bay and its watershed

Sincerely,

Neysa King, Secretary

FY12 BUDGET = \$1,000

MEMORANDUM

To: Board of Directors
From: David L. Bentley, Auditor-Controller
Subj: Bimonthly Service Charge Analysis
t:\ac\word\memo\12\bimonthly service charge analysis.docx

February 3, 2012

RECOMMENDED ACTION: Information

FINANCIAL IMPACT: None

The Bimonthly Service Charge covers a portion of the cost of reading, maintaining and replacing the water meter, billing and accounting, debt service, and other fixed costs. Annually the District updates its analysis of the costs that comprise the charge, which is \$20 bimonthly for 73% of District customers who are served with a 5/8" meter.

This year for the first time debt service has been incorporated into the calculation, as well as the cost of a sacrificial anode on each service, which became a component of the standard service installation in 2002.

The Novato 5/8" bimonthly service charge was increased from \$14.40 to \$20.00 last June 1, and is scheduled to increase to \$25 on June 1, 2012 and to \$30 on June 1, 2013. The cost last fiscal year (FY11) was \$27.18, as shown on the attached analysis.

Looking into the future, the \$8 million Bank of Marin loan executed last October to finance the Aqueduct Energy Efficiency Project will add another \$4.50 per meter bimonthly to the debt service cost for the analysis that will be done a year from now. Thus, even when the charge reaches \$30 bimonthly, the District will still recover only a portion of the fixed cost associated with the Bimonthly Service Charge.

North Marin Water District
Novato Service Charge Analysis
Annual Cost of Providing a Meter and Rendering a Bill

2/1/12

t:\ac\excel\rate analysis\{novato minimum charge analysis.xls}minchg 123111

as of 12/31/11

Active Meters 12/31/11 = 20,474

Capital Cost	5/8-Inch Service	1-Inch Fire Sprinkler Service	1-Inch Service
Installation Labor & Vehicle Charges ¹	\$2,339.97	\$2,339.97	\$2,339.97
Backfill, Blacktop & Sand ¹	824.44	824.44	824.44
Corporation Stop ²	47.42	47.42	47.42
Corporation Stop Adapter ²	20.68	20.68	20.68
Service Saddle (6") ²	54.29	54.29	54.29
Copper Pipe (30') ²	177.06	177.06	177.06
Meter Box	23.96	29.19	29.19
Fiberlite Meter Box Lid	26.38	45.42	45.42
Angle Meter Stop ²	52.34	52.34	52.34
Water Meter	65.63	161.81	161.81
Meter Spud	8.97	13.49	13.49
Anode (12lb)	50.93	50.93	50.93
Grounding Clamp ²	3.79	3.79	3.79
Total Capital Cost ³	\$3,695.87	\$3,820.84	\$3,820.84

Capital Cost Amortization ⁴ \$64.92 \$70.12 \$70.12

Annual Expenses ⁵

Billing and Accounting (net) ⁶	\$272,346			
Meter Maintenance	146,170			
Meter Reading	122,364			
Customer Service Expense	147,205			
Stationary & Supplies	70,347			
Uncollectible Accounts	32,723			
Office Equipment Expense	9,835			
Field Collection Expense (net) ⁷	(56,796)			
Collection Agency Fees	2,438			
General & Administrative ⁸	216,283			
Distributed to West Marin ⁹	(15,762)			
Debt Service ¹⁰	<u>1,062,898</u>			
Total Annual Expense	\$2,010,051	/ 20,474=	\$98.18	\$98.18 \$98.18
		Total Annual Cost per Meter	\$163.10	\$168.30 \$168.30
		Bimonthly Cost (Annual Cost / 6)	\$27.18	\$28.05 \$28.05
		Current Bimonthly Charge	\$20.00	\$22.00 \$40.00
		Bimonthly Contribution to System Repair and Replacement	(\$7.18)	(\$6.05) \$11.95

1 Average cost of last 5 years' installations.

2 Same 1" size is used for all three services shown.

3 Includes 8.5% sales tax & 15% material handling charge.

4 Annual capital cost amortization (capital recovery) is based upon estimated materials life of 50 years (except the meter which is amortized over 20 years) and assumes, in accordance with the Federal government's directive on discount rates specified in OMB Circular No. A-94 (revised December 2011), a nominal interest rate of 3.8% and an inflation rate of 1.8%.

5 Based on Expense amounts from the Audited FY 2011 financial statements.

6 Net of new account charges.

7 Net of account turn-on charges.

8 G&A is 34% of labor expense.

9 Billing, supplies & equipment expense are allocated to West Marin customers based on active accounts.

10 Debt service includes Principal & Interest for the STP SRF Loan & EDA Drought Loan.



BBD MUSE

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Russian River Water Supply System Designated "Dry"

[View Press Release Archi](#)

2012-02-01

For Immediate Release

February 1, 2012

CONTACT:

Brad Sherwood

707.547.1927 (Office)

707.322.8192 (Cell)

sherwood@scwa.ca.gov

Russian River Water Supply System Designated "Dry"

Water Supply Reservoirs in Fair Condition

(Santa Rosa, CA) The Russian River water supply condition will change from "normal" to "dry" on February 1 under the Sonoma County Water Agency's water rights permits and State Water Resource Control Board Decision 1610 (Decision 1610). According to Decision 1610, which was issued in 1986, a water year is declared normal, dry, or critical on the first of each month between January and June based on cumulative inflow into Lake Pillsbury, located in Lake County on the Eel River.

This "dry" designation means the Water Agency can reduce flows in the Russian River to preserve water storage in Lake Mendocino so there is enough for all water users and for release in the fall to support the migration of Russian River Chinook salmon, listed as threatened on the Federal Endangered Species List.

Flows may be reduced as shown below due to the dry year designation:

- **Upper Russian River** (Between Lake Mendocino and the confluence of Dry Creek and the Russian River near Healdsburg): 75 cubic feet per second ("normal" minimum flows that have currently been in effect are 150 cfs)
- **Lower Russian River** (between the confluence of Dry Creek and the Russian River to the Pacific Ocean): 85 cfs ("normal" minimum flows that have currently been in effect are 125 cfs)
- **Dry Creek** (between Lake Sonoma and the confluence of Dry Creek and the Russian River): No minimum flow change until April 1 ("normal" minimum flows currently in effect are 75cfs)

The Water Agency's two water supply reservoirs, Lake Sonoma and Lake Mendocino, continue to provide a reliable, secure source of drinking water for more than 600,000 residents in portions of Sonoma and Marin counties despite this year's dry weather.

Below are reservoir water supply levels as of February 1:

Lake Sonoma: 84% of water supply capacity

Lake Mendocino: 89% of water supply capacity

"The reduced in-stream flow requirements set the floor for how low the Russian River may be allowed to flow in order to ensure there is enough water stored in Lake Sonoma and Lake Mendocino for multiple uses, including the release of water for the fall migration of Chinook salmon," said Assistant General Manager of Operations Pam Jeane. "Fortunately, despite the dry weather and the dry year designation, water storage in Lake Sonoma and Lake Mendocino remains in fair condition. Rain or shine, we ask that our community continue to use water efficiently. There is never enough water to waste."

Background –Russian River Biological Opinion and hydrologic index

In 2008, the National Marine Fisheries Service (NMFS) issued its Russian River Biological Opinion. Biologists with NMFS concluded that minimum flow levels in the Russian River and Dry Creek during the summer (as established by Decision 1610) are too high for young coho salmon and steelhead. NMFS biologists believe that reducing summertime flows in the Russian River and Dry Creek would provide better fish habitat by reducing velocity. The Biological Opinion requires the Water Agency to seek permanent changes to the required minimum flows and, until those change requests are considered, annually request a reduction in minimum flows in the Russian River. In 2010 and 2011, the Water Agency sought – and the State Water Board granted – reductions in minimum flows to comply with the Biological Opinion.

Decision 1610 established a measure (known as a hydrologic index) that determines the water supply condition. The hydrologic index for the Russian River system is based on inflow into Lake Pillsbury, which is located outside of the Russian River watershed. The Water Agency is reviewing alternatives to this hydrologic index to determine if another index would more accurately reflect water supply conditions in the Russian River.

###

The Sonoma County Water Agency is working to secure our future by investing in our water resources, community and environment. The Water Agency provides water supply, flood protection and sanitation services for portions of Sonoma and Marin counties. Visit us on the Web at www.sonomacountywater.org.

BOD
misc



Novato water district to flush pipes

Marin Independent Journal

Posted: 01/30/2012 06:00:00 AM PST

NOVATO

The North Marin Water District will begin its annual water main flushing program in Novato on Wednesday.

The district will discharge water to remove rust or sediment from water pipelines and help prevent bacteria growth. Customers may temporarily experience low water pressure or a slight, but harmless color in their water, the district said.

Flushing is expected to be completed by the end of February.

Send us your news: We want more news items from Marin's cities and towns. Email them to our City Desk at localnews@marinij.com, mail them to City Desk, Marin Independent Journal, 4000 Civic Center Drive, San Rafael, CA 94903, or fax them to 415-382-7209. For more information about towns in Marin, visit the IJ's website at marinij.com.



BOD MISC
Drew

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Port Sonoma developer agrees to full environmental review

By **BRETT WILKISON**

THE PRESS DEMOCRAT

Published: Monday, January 23, 2012 at 7:46 p.m.

Facing some vocal opposition and a hearing before Sonoma County supervisors, a Marin County land management firm has made a last-minute change to its big plans for a ranch near the mouth of the Petaluma River.

Berg Holdings of Sausalito wants to raise 528 acres of farmland it owns adjacent to Port Sonoma by adding up to 18.5 million cubic yards of soil dredged from the bottom of San Francisco Bay over a 20-year period.

The project would dramatically escalate the dredge-and-spread operation that's been occurring on the property over the last 14 years. It is meant to improve the acreage for farming.

It is also a potentially lucrative project for the company headed by Marin investor Skip Berg, which is paid to dispose of the soil that is dredged from the bay each year to maintain shipping channels.

The county's zoning board gave the project a unanimous go-ahead in July, but some environmental groups have continued to press for a full environmental impact report, saying the project's more basic review was inadequate.

Berg Holdings officials have disputed that claim and were set to defend the project and their studies today in a hearing before the supervisors.

On Monday, however, J.T. Wick, a principal with Berg Holdings, announced the company would temporarily shelve the project to conduct the more in-depth environmental impact report.

Wick said the move would give the project a better chance of standing up in court if it is ultimately approved and then challenged by opponents.

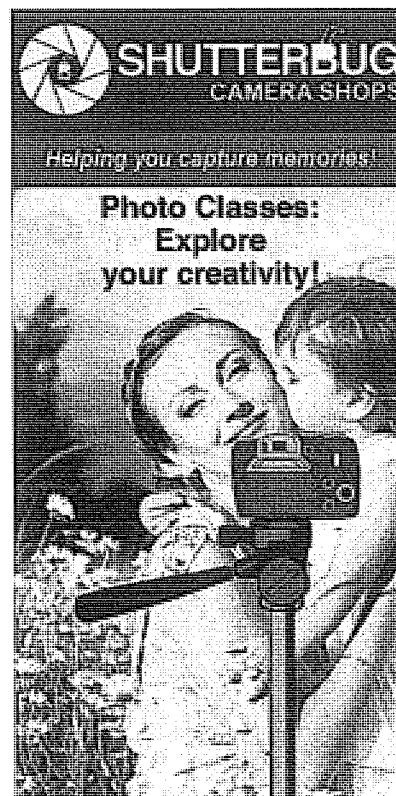
The report would likely take several months to complete and was expected to at least double the \$250,000 Berg Holdings has already spent on studies, Wick said.

"I do this with a heavy heart," he said.

Local representatives of the Sierra Club who had appealed the project's approval welcomed the company's decision. They said they were not trying to halt the project and pledged to work with proponents on minimizing their concerns over water quality, soil contamination and habitat impacts.

"It's a win for the county as a whole because projects of this magnitude should really get the proper level of environmental review," said Leonard Holt, a Sonoma County representative of the Sierra Club's Redwood Chapter. The Sonoma County Water Coalition, Marin Audubon Society, the Marin Conservation League and the Black Point Improvement Club, representing nearby residents, also voiced concerns about the project.

The decision was expected to result in the cancellation of this afternoon's Board of Supervisors hearing on the project.



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The company wants to raise the entire property at least eight feet, from one foot below sea level — it sits behind a 10-foot-tall levee on the east side of the Petaluma River — to seven feet above. The rise would escape brackish groundwater and allow a switch from farming low-value crops such as hay to higher-dollar crops such as tomatoes and blueberries.

Even without the crops, the project could be a financial windfall for Berg Holdings by expanding the amount of soil it accepts from dredging operations around the bay. The company, which currently takes in about 80,000 cubic yards of dredging materials annually, mostly from Port Sonoma, would accept as much as 900,000 cubic yards annually from across the Bay Area to elevate the land.

Berg Holdings could get \$9 for each cubic yard of soil it receives, equating to more than \$166 million over the project, according to one source familiar with the plans who spoke on condition of anonymity.

Wick declined to provide financial details but said the revenue estimates were inflated. The revenues are offset by the cost of equipment, soil improvements and soil and water testing requirements, many of which stem from a 2008 settlement with the Sonoma Land Trust, he said.

The land trust holds an easement requiring the ranch be kept in agriculture. It has not objected to the project.

The plans could come directly back to the board upon completion of the impact report, or go back to the zoning board, county officials said.

Meanwhile, Berg Holdings continues to battle speculation that the project is a backdoor bid to industrialize Port Sonoma, with plans for rail, barge and freight truck operations at the 110-acre recreational marina, a property that Berg Holdings also leases and manages.

Wick called those claims “ridiculous,” saying the operations would be limited to two new off-loading docks for dredging barges. The company’s separate bid to establish a commuter ferry service at the port with a \$20 million federal earmark it received in 2005 is dead, Wick said.

LYNN WOOLSEY
6TH DISTRICT, CALIFORNIA

COMMITTEES:

EDUCATION AND THE WORKFORCE
RANKING MEMBER, SUBCOMMITTEE ON
WORKFORCE PROTECTIONS
SUBCOMMITTEE ON EARLY CHILDHOOD,
ELEMENTARY AND SECONDARY EDUCATION
SCIENCE, SPACE, AND TECHNOLOGY
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January 23, 2012

Supervisor Shirlee Zane Chair
County of Sonoma Board of Supervisors
575 Administration Drive, Room 100A
Santa Rosa, CA 95403

Re: Carneros River Ranch Fill Project
Appeal of Board of Zoning Adjustments approval of a Use Permit

Dear Supervisor Zane,

The proposed dredge spoils project at Port Sonoma and Carneros Ranch, approved in July by the Sonoma County Board of Zoning Adjustments without the requirement of an environmental impact report, has provoked considerable concern and opposition throughout the area. A number of respected organizations, including Sierra Club Sonoma, Marin Conservation League, Marin Audubon Society, and the Black Point Improvement Club have voiced their concerns over the project and the need for a complete environmental study.

This 20-year project involves the disposal of more than 20 million cubic yards of dredge spoils, the majority of which will be barged to Port Sonoma where it will be offloaded and pumped under Highway 37 to be spread at Carneros Ranch, raising the grade 8-10 feet after compaction. A project of this magnitude, even if subject to strict conditions, has the potential for substantial impacts on air quality, water quality, traffic, wildlife and plant life. Because Port Sonoma is surrounded by wetland preserves and Carneros Ranch is located on diked baylands, and where there are endangered species issues, this project should only go forward if it can satisfy a rigorous and thorough environmental review.

I have worked with the community to restore the Sonoma Baylands, Tolay Creek, Hamilton Field and Bel Marin Keys, and most recently the conversion of the former naval base at Skaggs Island. Each of these projects required study and review before acceptance. We cannot have the efforts of hundreds of wetland advocates be diminished by a poorly thought out project.

Port Sonoma is presently zoned for recreational use, and the high volume of barge traffic to offload 20 million cubic yards of material will essentially transform it into an industrial off-load facility. It is clear that such high volume traffic will not only severely impact the recreational use of the port, but it will also dramatically impact that stretch of the Petaluma River, an historically popular recreation area for many people.

Although the Port Sonoma-Carneros Ranch dredge spoils project is located directly across the Petaluma River from Marin County, there was little or no effort to inform or involve nearby Marin residents in the approval process, and no notices were sent to property owners on the Marin side of the river.

Given the huge scale of this project and the potential impacts, I urge you to reconsider the approval until a thorough environmental review that provides adequate notice and appropriate study is completed and reported out. Public participation is an important part of any environmental assessment and I pledge to do my part to ensure that the public's questions are answered and that every effort is made by public agencies to maximize public involvement.

This is the 21st century where we have learned from our past mistakes and know and understand the value of our wetlands and open spaces, and, at the same time, understand the dire consequences of not protecting them. I am confident that upon further review you will see the wisdom of stepping back before this project begins.

Sincerely,



Lynn Woolsey
Member of Congress

Cc: Members of the Sonoma County Board of Supervisors