



**NORTH MARIN WATER DISTRICT**  
**AGENDA - REGULAR MEETING**  
August 18, 2020 – 6:00 p.m.  
Location: Virtual Meeting  
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.

**ATTENTION: This will be a virtual meeting of the Board of Directors pursuant to Executive Order N-29-20 issued by the Governor of the State of California.**  
There will not be a public location for participating in this meeting, but any interested member of the public can participate telephonically by utilizing the dial-in information printed on this agenda.

**Video Zoom Method**

**CLICK ON LINK BELOW:**

Go to: <https://us02web.zoom.us/j/8349174264>

Password: 466521

**SIGN IN TO ZOOM:**

Meeting ID: 8349174264

Password: 466521

**Call in Method:**

Dial: +1 669 900 9128  
+1 253 215 8782  
+1 346 248 7799  
+1 301 715 8592  
+1 312 626 6799  
+1 646 558 8656

Meeting ID: 834 917 4264#

Participant ID: #

Password: 466521#

For clarity of discussion, the Public is requested to MUTE except:

1. During Open Time for public expression item.
2. Public comment period on agenda items.

*Please note: In the event of technical difficulties during the meeting, the District Secretary will adjourn the meeting and the remainder of the agenda will be rescheduled for a future special meeting which shall be open to the public and noticed pursuant to the Brown Act.*

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

(Continued)

Est.  
Time  
6:00 p.m.

Item

Subject

**CALL TO ORDER**

1. **APPROVE MINUTES FROM REGULAR MEETING**, August 4, 2020
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. **MONTHLY PROGRESS REPORT**
6. **PRELIMINARY FY 2019/2020 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.

**Consent - Approve Water Agreement**

**Type    DU    EU**

- |    |   |     |    |    |
|----|---|-----|----|----|
| 7. | Hamilton Village Water Facilities – APN: 157-970-03 | THC | 75 | 58 |
|----|---|-----|----|----|

**ACTION CALENDAR**

8. **Approve:** Renew Declaration of Local Emergency Related to COVID-19 Pandemic

**INFORMATION ITEMS**

9. WAC/TAC Meeting Update – August 3, 2020

10. **MISCELLANEOUS**

Disbursements – Dated August 6, 2020

NMWD Candidates Who Have Filed Papers for Office – November 3, 2020

News Articles:

DWR head: SGMA will bring more certainty to farmers

Coronavirus shutdown causes new risk at CDC: Legionnaire's disease

The Virus Detectives: Tracking COVID-19 in Bay Area Wastewater

COVID-19 Relief Negotiations Remain at Stalemate: NACWA Continues Strong Push for Water Assistance

Competition set in five council races in election

7:00 p.m.

11. **ADJOURNMENT**

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DRAFT  
NORTH MARIN WATER DISTRICT  
MINUTES OF REGULAR MEETING  
OF THE BOARD OF DIRECTORS  
August 4, 2020

**CALL TO ORDER**

President Joly announced that due to the Coronavirus outbreak and pursuant to Executive Order N-29-20 issued by the Governor of the State of California this was a virtual meeting. President Joly called the regular meeting of the Board of Directors of North Marin Water District to order at 6:02 p.m. and the agenda was accepted as presented. President Joly added that there was not a public location for participating in this meeting, but any interested members of the public could participate remotely by utilizing the video or phone conference dial-in method using information printed on the agenda.

President Joly welcomed the public to participate in the remote meeting and asked that they mute themselves, except during open time and while making comments on the agenda items. President Joly noted that due to the virtual nature of the meeting he will conduct a roll call from the Directors. A roll call was done, all were in remote attendance therefore establishing a quorum. Participating remotely were Directors Jack Baker, Rick Fraites, James Grossi, Michael Joly and Stephen Petterle.

President Joly announced in the event of technical difficulties during the meeting, the District Secretary will adjourn the meeting and the remainder of the agenda will be rescheduled for a future special meeting which shall be open to the public and noticed pursuant to the Brown Act.

Mr. McIntyre performed a roll call of staff, participating remotely were Drew McIntyre (General Manager), Terrie Kehoe (District Secretary), Julie Blue (Auditor-Controller), Tony Arendell (Construction/Maintenance Superintendent), Robert Clark (Operations/Maintenance Superintendent) and Monica Juarez (Cashier/Receptionist).

President Joly announced for those joining the virtual meeting from the public to identify themselves. Vivian Housen from V. W. Housen and Associates was in remote attendance.

**MINUTES**

On motion of Director Fraites, seconded by Director Petterle the Board approved minutes from the July 21, 2020 meeting by the following vote:

AYES: Director Baker, Fraites, Grossi, Joly and Petterle

NOES: None

35 ABSTAIN: None

36 ABSENT: None

37 **GENERAL MANAGER'S REPORT**

38 Radio Interview with KWMR on July 29th

39 Mr. McIntyre announced he participated in a thirty-minute interview that included  
40 background of our water system, sources of water, dry year conditions, water conservation and  
41 future challenges for the West Marin system. Mr. McIntyre also discussed the 25% dry year  
42 mandatory conservation requirement and the salinity issues with the Coast Guard wells and the  
43 District's desire to increase water production at the Gallagher ranch. He added it was a good  
44 opportunity to get our message out to our West Marin customers.

45 2020 Novato Leadership Graduate

46 Mr. McIntyre recognized Terrie Kehoe as the District's 2020 Leadership Novato Graduate.  
47 He noted that her class was the first to graduate under global health pandemic conditions. He  
48 stated that there was some difficulty for the class to transition from physical meetings to zoom  
49 meetings, but they were up to the challenge and successful. Mr. McIntyre noted that Novato  
50 Leadership is working on next year's format and will start the new class in virtual mode.

51 Assistant / Associate Engineer Recruitment

52 Mr. McIntyre updated the Board on the current Assistant/ Associate Engineer recruitment.  
53 He stated the position opened on July 28<sup>th</sup> and will close on August 18<sup>th</sup>. Mr. McIntyre added that  
54 either the Assistant or Associate level position will be filled after a review of the applicant's  
55 qualifications.

56 Gallagher Ranch Stream Bank Stabilization Project

57 Mr. McIntyre reminded the Board that at the last meeting he reported that the project was  
58 substantially complete and now he was happy to report it is 100% complete. Mr. McIntyre stated  
59 staff are working on a final closeout report and expect to submit a request for a 75%  
60 reimbursement to the Natural Resources Conservation Service (NRCS) towards the end of  
61 August. He added a final accounting will be presented to the Board at a future meeting.

62 Mr. McIntyre announced he will be on vacation from August 6 through August 14 and Ms.  
63 Blue will be in charge during his absence.

64 **OPEN TIME**

65 President Joly asked if anyone from the public wished to bring up an item not on the  
66 agenda and there was no response.

67 **STAFF/DIRECTORS REPORTS**

68 Director Baker asked if staff was contemplating doing work near schools when they are  
69 not in session. Mr. McIntyre responded that whenever possible, construction projects near  
70 schools are typically scheduled during summer or other breaks throughout the year when school  
71 is not in session. Director Baker stated this year is much different with the COVID-19 situation  
72 and that staff may need to see if the school schedule has changed in case construction work  
73 needs to be rescheduled. Mr. McIntyre stated this will occur. Director Baker stated he noticed  
74 Maggiora Ghillotti was doing work on County Club and Alameda de La Loma and asked if they  
75 were working for NMWD. Mr. Arendell stated he thought it may be a project with Novato Sanitary  
76 District.

77 Director Fraites announced Chris DeGabriele contacted him about two months ago to see  
78 if he was interested in reading a book he had, The Dreamt Land: Chasing Water and Dust Across  
79 California by Mark Arax. He stated it is about the history of water policy in California. Director  
80 Fraites said it was depressing and an eye opener and covered the time of the Gold Rush to the  
81 present. He highly recommended the book and asked if any of the other Board Members would  
82 be interested in reading it. Directors Petterle and Baker said they were both interested.

83 Mr. Clark reported on the current increase of salinity at the Coast Guard Wells that  
84 occurred in July. He stated in June the Point Reyes system was below the reportable limit,  
85 however it jumped up in July and now sodium is over the 50 mg per liter limit. Mr. Clark stated  
86 that the low Lagunitas creek flows are aggravating the increased salinity conditions which in turn  
87 causes an increase in disinfectant byproducts within the system. Mr. Clark stated Mr. Ramudo,  
88 Mr. Stompe and himself are working on keeping the salinity level under control.

89 **CONSENT CALENDAR**

90 On the motion of Director Petterle, and seconded by Director Baker the Board approved  
91 the following items on the consent calendar by the following vote:

92 AYES: Director Baker, Fraites, Grossi, Joly and Petterle

93 NOES: None

94 ABSTAIN: None

95 ABSENT: None

96 **WATER AGREEMENT RESIDENCE INN BY MARRIOTT, 7546 REDWOOD BLVD., Novato**

97 **APN 143-011-06**

98 The Board approved the water agreement for Residence Inn by Marriott. The project site  
99 is located at 7546 Redwood Blvd., Novato and consists of construction of a 103-room hotel and  
100 an 8,000 square foot commercial retail building in the former Dairyman's Milling's site.

101 **WATER AGREEMENT NOVATO PUBLIC LIBRARY FIRE SERVICE, 1720 NOVATO BLVD.,**  
102 **NOVATO APN: 141-201-19**

103 The Board approved the water agreement for Novato Public Library Fire Service. The  
104 project is located at 1720 Novato Blvd., Novato and proposes a new six-inch fire service and  
105 hydrant close to the entrance of the building.

106 **ACTION ITEMS**

107 **RENEW DECLARATION OF LOCAL EMERGENCY RELATED TO COVID-19 PANDEMIC**

108 Mr. McIntyre requested the Board find that there still exists a need to continue the State  
109 of Emergency due to the COVID-19 pandemic as reflected by Resolution No. 20-07.

110 Mr. McIntyre reminded the Board that staff has been operating under partial Emergency  
111 Operations Center (EOC) activation since March 18<sup>th</sup> and summarized various key measures  
112 implemented by the District's emergency management team since that time. He stated the  
113 District's staff are physically separated as much as possible including having some employees  
114 work from home, but all critical operations needed to maintain essential services continue. Mr.  
115 McIntyre also noted we have been operating with 85% of staff on-site or in the field. He apprised  
116 the Board that currently we have no employees who have been instructed to be isolated or are  
117 self-quarantined.

118 Mr. McIntyre updated the Board on current coronavirus conditions in Marin County. Mr.  
119 McIntyre reported on July 13, 2020 Governor Newsom issued a statewide order to dial back on  
120 recent loosening of restrictions due to a significant increase in the number of confirmed cases.

121 Mr. McIntyre reported the District's COVID-19 Preparedness and Response Plan is now  
122 finalized and training has been completed by staff. He noted the plan is a living document and  
123 will continue to be updated as needed. Mr. McIntyre announced the walk-in services will be  
124 extended to the end of August and then we will need to review the situation again, adding we will  
125 do what is necessary for the safety of our employees and the public.

126 Mr. McIntyre provided a cost summary for COVID related purchases totaling \$26,000.  
127 Labor costs have also increased due to additional on-call labor costs at about \$2,000 a week, or  
128 a total of \$19,000 to date.

129 Director Grossi asked if the purchase cost summary of \$26,000 is the total cost of the  
130 COVID-19 pandemic so far. Mr. McIntyre responded that the total reported is for purchases made  
131 that were strictly related to COVID and added he will continue to provide a summary to the Board.  
132 Director Grossi stated he thought there were some hidden costs due to how COVID is affecting  
133 the efficiency of the crew, noting there is no way the District can get around this during this time  
134 of pandemic and it is hard to put a number on it. Mr. McIntyre agreed with Director Grossi's

statement and stated the additional internal labor costs totaling \$19,000 is occurring so specific people are on standby to prevent cross contamination from one crew to another. Mr. McIntyre stated another related cost is with delinquent bills, which is now 1.75% of all customers, noting four months ago it was 1.6%. He added the District is trying to get a handle on the cost impact due to delinquent payments and staff are working with customers to set up payment plans. Director Baker commented that the numbers were not too dramatic.

Director Baker asked if staff have received complaints or feedback about not having access to the office. Ms. Blue replied that we have had some complaints, most of those are from people who pay in cash. She noted there were more calls in the beginning, but now that people realize the situation, the calls have greatly decreased. Director Baker asked if contractors and developers can make arrangements or appointments to meet engineering staff. Mr. McIntyre confirmed. Director Joly asked if staff are seeing more payment activity in the drop box. Ms. Juarez confirmed, however it is mostly the people who would have otherwise come into the office to pay.

On the motion of Director Grossi, and seconded by Director Baker the Board approved renewal of the Declaration of Local Emergency Related to COVID-19 Pandemic by the following vote:

AYES: Director Baker, Fraites, Grossi, Joly and Petterle

NOES: None

ABSTAIN: None

ABSENT: None

**CONSULTING SERVICES AGREEMENT FOR THE OCEANA MARIN SEWER SYSTEM  
MANAGEMENT PLAN UPDATE**

Mr. Clark announced Vivian Housen our consultant is in attendance. Mr. Clark updated the Board on the Consulting Services Agreement for the Oceana Marin Sewer System Management Plan. Staff requested proposals from three consulting firms and recommended V.W. Housen and Associates. They would perform an audit of the District's existing SSMP followed by a review of current documents, drawings and operating history. Additionally, the proposal included development of a pump station emergency response plan for the two pump stations in the system. Mr. Clark added the requirement for reporting is every five years and this will help staff meet this requirement.

On the motion of Director Petterle, and seconded by Director Baker the Board authorized the General Manager to execute a Consulting Engineering Services Agreement with V.W. Housen and Associates for an amount not to exceed \$30,000 by the following vote:



169 AYES: Director Baker, Fraites, Grossi, Joly and Petterle

170 NOES: None

171 ABSTAIN: None

172 ABSENT: None

173 Ms. Housen thanked the Board.

174 **CONTRACT AMENDMENT FOR ENGINEERING SERVICES – PES ENVIRONMENTAL**

175 Mr. McIntyre presented the contract amendment for engineering services with PES  
176 Environmental. A contract amendment is necessary for exploratory test wells in the North Pasture  
177 at Gallagher Ranch related to development of a second well. Mr. McIntyre explained last fall's  
178 test drilling was done to find a productive well, but the test well only produced 55 gpm and the  
179 goal was 150gpm. Mr. McIntyre stated over the last six months they have been able to use  
180 information gained from the Streambank Stabilization project permits to identify better test well  
181 locations closer to Lagunitas Creek.

182 Director Baker asked if the sites were suggested by the hydrogeologist and Mr. McIntyre  
183 confirmed. Director Baker expressed his apprehension that maybe the property owners were  
184 influencing the location and he was concerned we were not considering other sites. Mr. McIntyre  
185 stated PES suggested the area is worth exploring more. Director Grossi asked if all these sites  
186 were still located in the north pasture. Mr. McIntyre confirmed.

187 On the motion of Director Baker, and seconded by Director Grossi the Board authorized  
188 the General Manager to amend the Consulting Services Agreement with PES Environmental in  
189 the amount of \$70,000 by the following vote:

190 AYES: Director Baker, Fraites, Grossi, Joly and Petterle

191 NOES: None

192 ABSTAIN: None

193 ABSENT: None

194 **INFORMATION ITEMS**

195 **PRE TANK 4A REPLACEMENT – PROJECT UPDATE**

196 Mr. McIntyre gave a project update on the PRE Tank 4A Replacement Project. He  
197 reported the date of substantial completion is November 11, 2020 and the project was currently  
198 36% complete. Additionally, he noted there were no change orders and he will continue to update  
199 the Board on the progress of the project.

200 Director Baker asked what the reaction of the neighbors were and if they are happy with  
201 the new water supply. Mr. McIntyre responded that they are generally supportive. He stated that  
202 a weekly eblast update is being sent out. Mr. McIntyre noted that they had received complaints

that contract workers were smoking on the site, and a summer rental occupant complained about noise. He added staff addressed the smoking issue, however there is not much that can be done about the noise. Director Joly thanked Mr. Jackson for putting the memo together. Mr. McIntyre stated that he would like to take this opportunity to give a shout out to Mr. Jackson for coming back from retirement and noted he has always been a strong asset to the District.

#### **MISCELLANEOUS**

The Board received the following miscellaneous items: Disbursements- Dated July 23, 2020, Disbursements- Dated July 30, 2020 and FY20 4<sup>th</sup> Quarter Labor Cost Report.

The Board received the following news articles: Audit pans city for red tape on project permits – NOVATO; Santa Rosa, Sonoma County collect more than \$240 million in PG&E settlement for 2017 fires; Marin Voice – Common misunderstanding led to Mill Valley mistake; and State Supreme Court says public employees can't 'spike' pensions.

Director Joly recognized Ms. Williamson for her great memo on labor cost, noting that even with the recent increase in staff we are at budget.

Director Joly asked if the \$939,000 CalPERS unfunded disbursement was expected. Ms. Blue confirmed, noting that we pay a lump sum in July rather than over twelve months in order to save on interest.

President Joly asked if there were any comments on the news articles and there was no reply. He announced on behalf of the Board he would like to thank staff and all those who participated in the call and congratulated Ms. Kehoe on her completion of Novato Leadership.

#### **CLOSED SESSION**

President Joly adjourned the Board into closed session at 6:55 p.m. in accordance with California Government Code Section 54957 for Public Employment, Title: Chief Engineer/Assistant General Manager.

#### **OPEN SESSION**

Upon returning to the regular session at 7:03 p.m., President Joly stated that no reportable action had been taken.

#### **ADJOURNMENT**

President Joly adjourned the meeting at 7:27 p.m.

Submitted by

Theresa Kehoe  
District Secretary

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**NORTH MARIN WATER DISTRICT**  
**MONTHLY PROGRESS REPORT FOR July 2020**  
August 18, 2020

1.

**Novato Potable Water Prod\* - RR & STP Combined - in Million Gallons - FYTD**

Month	FY20/21	FY19/20	FY18/19	FY17/18	FY16/17	21 vs 20 %
July	341.7	317.7	341.1	331.0	310.3	8%

**West Marin Potable Water Production - in Million Gallons - FY to Date**

Month	FY20/21	FY19/20	FY18/19	FY17/18	FY16/17	21 vs 20 %
July	8.0	8.9	10.2	9.5	7.9	-10%

**Stafford Treatment Plant Production - in Million Gallons - FY to Date**

Month	FY20/21	FY19/20	FY18/19	FY17/18	FY16/17	21 vs 20 %
July	105.8	68.2	78.6	112.6	69.9	55%

**Recycled Water Production\* - in Million Gallons - FY to Date**

Month	FY20/21	FY19/20	FY18/19	FY17/18	FY16/17	21 vs 20 %
July	39.0	36.5	30.2	27.7	27.1	7%

\*Excludes potable water input to the RW system: FY21=7.4 MG; FY20=19.4; FY19=20.6 MG; FY18=15.8MG; FY17=.52MG

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**2. Stafford Lake Data**

	July Average	July 2019	July 2020
Rainfall this month	0.01 Inches	0 Inches	0 Inches
Rainfall this FY to date	0.01 Inches	0 Inches	0 Inches
Lake elevation*	187.7 Feet	191.4 Feet	183.5 Feet
Lake storage**	841 MG	1074 MG	618 MG

\* Spillway elevation is 196.0 feet

\*\* Lake storage less 390 MG = quantity available for delivery

**Temperature (in degrees)**

	Minimum	Maximum	Average
July 2019 (Novato)	54	103	72
July 2020 (Novato)	54	103	73

**3. Number of Services**

July 31	Novato Water			Recycled Water			West Marin Water			Oceana Marin Swr		
	FY20	FY19	Incr %	FY20	FY19	Incr %	FY20	FY19	Incr %	FY20	FY19	Incr %
Total meters installed	20,780	20,749	0.1%	98	95	3.2%	791	791	0.0%	-	-	-
Total meters active	20,559	20,542	0.1%	93	91	2.2%	782	783	-0.1%	-	-	-
Active dwelling units	24,085	24,076	0.0%	-	-	-	832	833	-0.1%	235	235	0.0%

**4. Oceana Marin Monthly Status Report (July)**

Description	July 2019	July 2020
Effluent Flow Volume (MG)	0.617	0.611
Irrigation Field Discharge (MG)	0.727	0
Treatment Pond Freeboard (ft)	7.0	5.8
Storage Pond Freeboard (ft)	8.5	9.7

## 5. Developer Projects Status Report (July)

Job No.	Project	% Complete	% This month
1.2817.03	College of Marin – New Miwok Center	42	0
1.2828.00	Jonas Center (COM)	96	1
1.2795.00	McPhail's	95	3
1.2840.00	Starbucks Redwood	90	15
1.2820.00	Bahia Heights	1	1

## District Projects Status Report - Const. Dept. (July)

Job No.	Project	% Complete	% This month
1.6112.24	Lynwood Pump Station MCC	16	0
2.6263.20	Replace PRE Tank 4A	45	5
1.7150.00	San Mateo Tank Inlet/Outlet	20	0
1.7183.00	Replace Plastic 4-inch – Scown Lane	75	45
2.7123.27	PB Replacements – Caltrans (WM Highway 1)	75	25

## Employee Hours to Date, FY 19/20

As of Pay Period Ending July 31, 2020

Percent of Fiscal Year Passed = 8%

Developer Projects	Actual	Budget	% YTD Budget	District Projects	Actual	Budget	% YTD Budget
Construction	30	1,400	2%	Construction	561	3,460	16%
Engineering	147	1,504	10%	Engineering	237	2,722	9%

## 6. Safety/Liability

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Industrial Injury with Lost Time				Liability Claims Paid	
Lost Days	OH Cost of Lost Days (\$)	No. of Emp. Involved	No. of Incidents	Incurred (FYTD)	Paid (FYTD) (\$)
11	\$4,840	1	1	0	\$0
0	\$0	0	0	0	\$0

FY 21 through July

FY 20 through July

Days without a lost time accident through July 31, 2020

38 Days

## 7. Energy Cost

FYE	kWh	July		Fiscal Year-to-Date thru July		
		¢/kWh	Cost/Day	kWh	¢/kWh	Cost/Day
2021 Stafford TP	95,067	19.6¢	\$601	55,901	28.3¢	\$511
Pumping	167,936	25.8¢	\$1,497	167,936	25.8¢	\$1,497
Other*	45,392	29.5¢	\$462	45,392	29.5¢	\$462
	308,395	24.5¢	\$2,559	269,229	27.0¢	\$2,470
2020 Stafford TP	74,698	21.9¢	\$527	74,698	21.9¢	\$527
Pumping	160,236	23.1¢	\$1,236	160,236	23.1¢	\$1,236
Other*	54,252	27.6¢	\$499	54,252	27.6¢	\$499
	289,186	23.7¢	\$2,262	289,186	23.7¢	\$2,262
2019 Stafford TP	80,606	19.7¢	\$530	80,606	19.7¢	\$513
Pumping	182,367	20.4¢	\$1,028	182,367	20.4¢	\$1,162
Other*	52,067	26.1¢	\$420	52,067	26.1¢	\$424
	315,040	21.2¢	\$1,978	315,040	21.2¢	\$2,099

\*Other includes West Marin Facilities

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## 8. Water Conservation Update

	Month of July 2020	Fiscal Year to Date	Program Total to Date
High Efficiency Toilet (HET) Rebates	6	6	4,172
Retrofit Certificates Filed	20	20	6,426
Cash for Grass Rebates Paid Out	1	1	932
Washing Machine Rebates	3	3	6,807
Water Smart Home Survey	0	0	3,899

## 9. Utility Performance Metric

<b>SERVICE DISRUPTIONS</b> <b>(No. of Customers Impacted)</b>	<b>July 2020</b>	<b>July 2019</b>	<b>Fiscal Year to Date 2020</b>	<b>Fiscal Year to Date 2020</b>
<b>PLANNED</b>				
Duration Between 0.5 and 4 hours	32	2	32	2
Duration Between 4 and 12 hours		96		96
Duration Greater than 12 hours				
<b>UNPLANNED</b>				
Duration Between 0.5 and 4 hours	23	3	23	3
Duration Between 4 and 12 hours				
Duration Greater than 12 hours				
<b>SERVICE LINES REPLACED</b>				
Polybutylene	10	5	10	5
Copper (Replaced or Repaired)	0	0	0	0

36 – Disruptions due to thin wall at Scown Lane and Hanson Court

8 – Disruptions due to leak at Carmen Court

# NORTH MARIN WATER DISTRICT

## Summary of Complaints & Service Orders July 2020

8/12/2020

Type	Jul-21	Jul-20	Action Taken July 2020
<b><u>Consumers' System Problem</u></b>			
Service Line Leaks	37	47	Notified Consumer
House Plumbing	0	1	Notified Consumer
Noisy Plumbing	1	1	Notified Consumer
House Valve / Meter Off	6	11	Notified Consumer
Nothing Found	10	21	Notified Consumer
Low Pressure	0	2	~
High Pressure	1	3	PRV failed @ 130 PSI. Advised to call plumber.
<b>Total</b>	<b>55</b>	<b>86</b>	
<b><u>Service Repair Reports</u></b>			
Meter Replacement	1	2	Replaced
Box and Lids	6	0	Replaced
Water Off/On Due To Repairs	5	9	Notified Consumer
Misc. Field Investigation	10	10	Notified Consumer
<b>Total</b>	<b>22</b>	<b>21</b>	
<b><u>Leak NMWD Facilities</u></b>			
Main-Leak	0	3	Repaired
Mains-Nothing Found	0	2	Notified Consumer
Service- Leak	8	11	Repaired
Services-Nothing Found	1	0	Notified Consumer
Fire Hydrant-Leak	2	4	Repaired
Fire Hydrants-Nothing Found	0	1	Notified Consumer
Fire Hydrants-Damaged	2	0	~
Meter Leak	0	1	Repaired
Washer Leaks	10	9	Repaired
<b>Total</b>	<b>23</b>	<b>31</b>	
<b><u>High Bill Complaints</u></b>			
Consumer Leaks	1	0	Notified Consumer
Meter Testing	0	1	Notified Consumer
Meter Misread	0	1	Notified Consumer
Nothing Found	1	5	Notified Consumer
Excessive Irrigation	1	0	~
<b>Total</b>	<b>3</b>	<b>7</b>	
<b><u>Low Bill Reports</u></b>			
<b>Total</b>	<b>0</b>	<b>0</b>	
<b><u>Water Quality Complaints</u></b>			
Taste and Odor	0	2	~
<b>Total</b>	<b>0</b>	<b>2</b>	
<b>TOTAL FOR MONTH:</b>	<b>103</b>	<b>147</b>	<b>-30%</b>

# NORTH MARIN WATER DISTRICT

## Summary of Complaints & Service Orders July 2020

8/12/2020

Type	Jul-21	Jul-20	Action Taken July 2020
<b><u>Fiscal YTD Summary</u></b>			<b><u>Change Primarily Due To</u></b>
Consumer's System Problems	55	86	-36% Decrease In Nothing Found.
Service Repair Report	22	21	5% Increase In Box and Lids
Leak NMWD Facilities	23	31	-26% Decrease In Main/Service Leaks.
High Bill Complaints	3	7	-57% Decrease In Nothing Found.
Low Bills	0	0	0% No Change.
Water Quality Complaints	0	2	-100% Decrease in Taste and Odor.
Total	<u>103</u>	<u>147</u>	<u>-30%</u>
<b><u>"In House" Generated and Completed Work Orders</u></b>			
<b><u>Check Meter:</u></b> possible consumer/District leak, high bill, flooded, need read, etc.	38	298	
<b><u>Change Meter:</u></b> leaks, hard to read	4	13	
<b><u>Repair Meter:</u></b> registers, shut offs	0	2	
<b><u>Replace Boxes/Lids</u></b>	0	2	
<b><u>Hydrant Leaks</u></b>	1	0	
<b><u>Dig Outs</u></b>	2	0	
	<u>45</u>	<u>315</u>	

## Bill Adjustments Under Board Policy:

### July 20 vs. July 19

Jul-20	12	\$9,625
Jul-19	11	\$2,725

### Fiscal Year vs Prior FY


20/21 FY	11	\$9,625
19/20 FY	34	\$2,725

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## MEMORANDUM

To: Board of Directors

August 14, 2020

From: Julie Blue, Auditor-Controller   
Nancy Holton, Accounting Supervisor

Subj: Auditor-Controller's Monthly Report of Investments for July 2020  
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**RECOMMENDED ACTION:** Information

**FINANCIAL IMPACT:** None

At month end the District's Investment Portfolio had an amortized cost value (i.e., cash balance) of \$21,251,497 and a market value of \$21,322,399. During July the cash balance decreased by \$908,276. The market value of securities held increased \$70,902 during the month. The ratio of total cash to budgeted annual operating expense stood at 119%, down 9% from the prior month.

At July 31, 2020, 64% of the District's Portfolio was invested in California's Local Agency Investment Fund (LAIF), 24% in Time Certificates of Deposit, 5% in US Treasury Notes, 5% in the Marin County Treasury, and 2% retained locally for operating purposes. The weighted average maturity of the portfolio was 87 days, compared to 92 days at the end of June. The LAIF interest rate for the month was 0.92%, compared to 1.22% the previous month. The weighted average Portfolio rate was 1.36%, compared to 1.53% the previous month.

Investment Transactions for the month of July are listed below:

7/8/2020	US Bank	LAIF	\$650,000.00	Trsf to LAIF account
7/22/2020	LAIF	US Bank	\$500,000.00	Trsf from LAIF account
7/23/2020	LAIF	US Bank	\$900,000.00	Trsf from LAIF account

**NORTH MARIN WATER DISTRICT**  
**AUDITOR-CONTROLLER'S MONTHLY REPORT OF INVESTMENTS**  
**July 31, 2020**

Type	Description	S&P Rating	Purchase Date	Maturity Date	Cost Basis <sup>1</sup>	7/31/2020 Market Value	Yield <sup>2</sup>	% of Portfolio
<b>LAIF</b>	State of CA Treasury	AA-	Various	Open	\$13,609,318	\$13,676,178	0.92% <sup>3</sup>	<b>64%</b>
<b>Time Certificate of Deposit</b>								
TCD	Bank of America	n/a	8/15/18	8/17/20	246,000	246,000	2.75%	1%
TCD	Ally Bank	n/a	9/28/18	9/28/20	246,000	246,000	2.80%	1%
TCD	Barclays Bank	n/a	11/14/18	11/16/20	246,000	246,000	3.00%	1%
TCD	CIT Bank	n/a	12/17/18	12/17/20	246,000	246,000	3.00%	1%
TCD	Reliance Bank	n/a	1/11/19	1/11/21	249,000	249,000	2.70%	1%
TCD	Iberia Bank	n/a	1/25/19	1/25/21	246,000	246,000	2.70%	1%
TCD	Merrick Bank	n/a	2/8/19	2/8/21	249,000	249,000	2.60%	1%
TCD	Eaglebank	n/a	3/15/19	3/15/21	249,000	249,000	2.60%	1%
TCD	Central Bank	n/a	4/18/19	4/19/21	249,000	249,000	2.40%	1%
TCD	Morgan Stanley Private Bank	n/a	5/23/19	5/24/21	247,000	247,000	2.40%	1%
TCD	TIAA Bank	n/a	1/18/19	7/19/21	246,000	246,000	2.75%	1%
TCD	Capital One Bank NA	n/a	8/21/19	8/23/21	247,000	247,000	1.85%	1%
TCD	Capital One Bank USA	n/a	9/6/19	9/7/21	247,000	247,000	1.75%	1%
TCD	Goldman Sachs Bank USA	n/a	10/11/19	10/12/21	247,000	247,000	1.70%	1%
TCD	Flagstar Bank	n/a	11/15/19	11/15/21	247,000	247,000	1.75%	1%
TCD	Synovus Bank	n/a	12/9/19	12/9/21	247,000	247,000	1.65%	1%
TCD	Morgan Stanley Bank	n/a	1/16/20	1/18/22	247,000	247,000	1.75%	1%
TCD	Wells Fargo National Bank	n/a	3/6/20	3/7/22	248,000	248,000	1.35%	1%
TCD	American Express Natl Bank	n/a	4/7/20	4/7/22	248,000	248,000	1.35%	1%
TCD	Synchrony Bank	n/a	4/17/20	4/18/22	248,000	248,000	1.20%	1%
TCD	Pinnacle Bank	n/a	5/7/20	5/9/22	248,000	248,000	0.90%	1%
					<b>\$5,193,000</b>	<b>\$5,193,000</b>	<b>2.14%</b>	<b>24%</b>
<b>US Treasury Notes</b>								
Treas	2.750%	n/a	3/5/19	9/30/20	1,000,355	1,004,398	2.76%	5%
					<b>\$1,000,355</b>	<b>\$1,004,398</b>	<b>2.75%</b>	<b>5%</b>
<b>Other</b>								
Agency	Marin Co Treasury	AAA	Various	Open	\$1,045,101	\$1,045,101	2.22%	5%
Other	Various	n/a	Various	Open	403,721	403,721	0.41%	2%
<b>TOTAL IN PORTFOLIO</b>					<b>\$21,251,497</b>	<b>\$21,322,399</b>	<b>1.36%</b>	<b>100%</b>

Weighted Average Maturity = **87 Days**

LAIF: State of California Local Agency Investment Fund.

TCD: Time Certificate of Deposit, Treas: US Treasury Notes with maturity of 5 years or less.

Agency: STP State Revolving Fund Loan Reserve.

Other: Comprised of 5 accounts used for operating purposes. US Bank Operating Account, US Bank STP SRF Loan

Account, US Bank FSA Payments Account, Bank of Marin AEEP Checking Account & NMWD Petty Cash Fund.

1 Original cost less repayment of principal and amortization of premium or discount.

2 Yield defined to be annualized interest earnings to maturity as a percentage of invested funds.

3 Earnings are calculated daily - this represents the average yield for the month ending July 31, 2020.

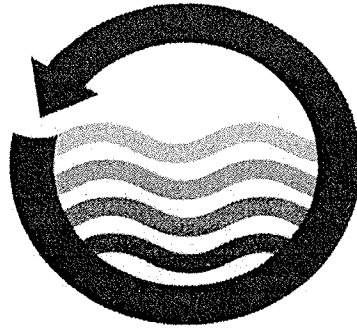
<b>Interest Bearing Loans</b>		Loan Date	Maturity Date	Original Loan Amount	Principal Outstanding	Interest Rate
Marin Country Club Loan		1/1/18	11/1/47	\$1,265,295	\$1,167,544	1.00%
Employee Housing Loans (2)		Various	Various	525,000	525,000	Contingent
<b>TOTAL INTEREST BEARING LOANS</b>				<b>\$1,790,295</b>	<b>\$1,692,544</b>	

**The District has the ability to meet the next six months of cash flow requirements.**

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# **NORTH MARIN WATER DISTRICT**



## **FINANCIAL STATEMENT FISCAL YEAR 2019-20**

**June 30, 2020**

**Preliminary**

**NORTH MARIN WATER DISTRICT  
FINANCIAL STATEMENTS  
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# MEMORANDUM

To: Drew McIntyre, General Manager

August 14, 2020

From: Reviewed by: Julie Blue, Auditor-Controller

Prepared by: Nancy Holton, Accounting Supervisor and Nancy Williamson, Senior Accountant

Subj: Information – FY19/20 June Financial Statement

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## FISCAL YEAR PERFORMANCE COMPARED TO THE ANNUAL BUDGET

### CONSOLIDATED SUMMARY

<b>Actual vs. Budget</b>	<b>Jun-20 Actual</b>	<b>FY19/20 Actual YTD</b>	<b>FY19/20 Budget</b>	<b>FYTD / Budget %</b>
Operating Revenue	\$2,249,829	\$22,360,374	\$22,998,000	97%
Operating Expense	3,038,809	21,469,489	20,868,000	103%
Non-Operating Revenue / (Expense)	(54,189)	(288,001)	(300,000)	96%
Net Income / (Loss)	(\$843,170)	\$602,884	\$1,830,000	33%
Other Sources / (Uses)*	645,837	2,701,173	(4,151,000)	-
Cash Increase / (Decrease)	(\$197,333)	\$3,304,057	(\$2,321,000)	-

\* See Page 8.

For the fiscal year 2019-2020, the District generated a net income of \$602,884 and saw a net cash increase of \$3,304,057. Operating Revenue came in 3% under budget and Operating Expense came in 3% over budget. \$3,134,715 (56%) of the Capital Improvement Projects Budget was expended this fiscal year. At month end the ratio of total cash to budgeted annual operating expense (sans depreciation) stood at 128%.

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

<b>NOVATO WATER</b>	<b>Jun-20 Actual</b>	<b>FY19/20 Actual YTD</b>	<b>FY18/19 Actual YTD</b>	<b>FY20 vs 19 Up/(Down)</b>
<b>Year over Year Comparison</b>				
Operating Revenue	\$1,968,163	\$19,784,381	\$19,437,324	2%
Operating Expense	2,859,720	19,494,213	17,799,856	10%
Other Income / (Expense)	(50,369)	(25,516)	(78,175)	(67%)
Net Income / (Loss)	(\$941,927)	\$264,652	\$1,559,293	(83%)
Active Accounts	20,554	20,554	20,546	(0%)
Consumption (MG)	256	2,502	2,416	4%
Average Commodity Rate / 1,000 gal (net)	\$6.03	\$5.88	\$6.01	(2%)
Income / (Loss) / Active Account	(\$45.83)	\$12.88	\$75.89	(83%)
Income / (Loss) / 1,000 Gal	(\$3.68)	\$0.11	\$0.65	(84%)
Connection Fee Revenue	\$28,600	\$1,531,535	\$1,484,380	3%
FRC Transfer (to)/from Recycled Water	(\$96,153)	\$689,600	\$1,239,907	(44%)
Caltrans Capital Contribution	\$2,031	\$20,510	\$24,787	(17%)
MMWD AEEP Capital Contribution	\$0	\$205,320	\$245,000	(16%)
Developer 'In-Kind' Contributions	\$46,147	\$864,540	\$384,351	125%

Consumption for the fiscal year was 4% more than the prior year. Total operating revenue, which includes wheeling and other miscellaneous service charges, increased 2% (\$347,056) from the prior year. Total operating expense was \$1,694,357 more than last year.

The Stafford Treatment Plant produced 686 MG this fiscal year at a cost of \$3,338/MG<sup>1</sup> versus \$2,877/MG<sup>3</sup> from SCWA. The budget for Stafford is 650 MG at a cost of \$3,522/MG.

Staff time (hours) charged to Novato operations was 1% more than last year. Salary and benefit cost was \$5,984,623, which was 92% of the \$6,514,000 budget for Novato operations.

The fiscal year net income (which includes non-operating items such as interest revenue and expense) of \$264,652 compares to a budgeted net income for the year of \$902,000 and to a net income of \$1,559,293 for the prior year. \$1,947,104 (46%) of the Novato Water Capital Improvement Project Budget was spent versus \$3,328,681 (58%) for the prior year. \$1,531,535 in connection fees have been collected (\$340,000 is budgeted). Connection Fee reserves totaling \$689,600 were transferred this fiscal year from the Recycled Water Fund to the Novato Water Fund. The Novato Connection Fee Reserve has a net deficit of \$6,599,639 arising from transfers to the RW Fund in advance of Connection Fee receipts. This is down from a net deficit of \$7,659,100 last year. That deficit will be reimbursed by future Connection Fee revenue. The Novato cash balance increased \$377,565 in June, and stood at \$16,246,782 at month end, compared to a budgeted projection of \$5,892,000 at fiscal year-end.

<b>NOVATO RECYCLED</b>	<b>Jun-20</b>	<b>FY19/20</b>	<b>FY18/19</b>	<b>FY20 vs 19</b>
<b>Year over Year Comparison</b>	<b>Actual</b>	<b>Actual YTD</b>	<b>Actual YTD</b>	<b>Up/(Down)</b>
Operating Revenue	\$166,676	\$1,298,327	\$1,183,419	10%
Operating Expense	129,297	1,022,728	1,087,361	(6%)
Other Income / (Expense)	(14,026)	(441,481)	(199,444)	121%
Net Income / (Loss)	<u>\$23,353</u>	<u>(\$165,882)</u>	<u>(\$103,386)</u>	60%
Active Accounts	91	91	91	0%
Consumption (MG)	56.5	206.1	192.0	7%
Average Commodity Rate / 1,000 gal (net)	\$2.88	\$5.97	\$5.82	3%
Deer Island Production (MG)	0.0	6.4	4.0	61%
Novato Sanitary Production (MG)	34.7	176.0	158.1	11%
Las Gallinas Production (MG)	3.7	47.0	28.8	63%
Potable Water Input (MG)	4.0	16.7	20.0	(16%)

206.1 MG was delivered to RW customers this fiscal year, 7% more than the prior year. Operating revenue was 10% more than last year. Total operating expense was 6% less than the prior year. The recycled water was produced at a cost of \$1,9712/MG<sup>2</sup> (including potable water consumed) versus \$2,877/MG<sup>3</sup> from SCWA. The budgeted production cost of recycled water is \$2,410/MG.

The fiscal year net loss of \$165,882 compares to a budgeted net income for the year of \$54,000 and a net loss of \$103,386 for the prior year. \$6,584 (5%) of the Capital Improvement Project Budget has been expended this fiscal year.

The Novato Recycled cash balance stood at \$4,458,430 at month end, \$4.1M of which amount resides in restricted reserves for debt service, the Deer Island Facility Replacement Fund and the Recycled Water Capital Replacement and Expansion Fund.

<sup>1</sup> Stafford production cost = TP op expense (\$1,507,541) + SRF loan interest (\$215,953) + plant depreciation (\$566,131)/ 686 MG produced

<sup>2</sup> Recycled Water production cost = purchased water cost (\$317,962) + treatment expense (\$3,627) + Deer Island RW Facility SRF loan interest (\$47,243) + Deer Island plant depreciation (\$115,919) /246 MG produced

<sup>3</sup> SCWA production cost per MG = O&M charge (\$2,361) + debt service charge (\$177) + Russian River conservation charge (\$313) + Russian River projects charge (\$26)

<b>WEST MARIN WATER</b>	<b>Jun-20</b>	<b>FY19/20</b>	<b>FY18/19</b>	<b>FY20 vs 19</b>
<b>Year over Year Comparison</b>	<b>Actual</b>	<b>Actual YTD</b>	<b>Actual YTD</b>	<b>Up/(Down)</b>
Operating Revenue	\$93,228	\$1,013,294	\$898,784	13%
Operating Expense	67,169	730,429	741,819	(2%)
Other Income / (Expense)	6,158	109,001	89,507	22%
Net Income / (Loss)	<u>\$32,217</u>	<u>\$391,866</u>	<u>\$246,472</u>	59%
Active Accounts	782	782	783	(0%)
Consumption (MG)	12.4	72.3	66.8	8%
Average Commodity Rate / 1,000 gal (net)	\$6.15	\$11.26	\$10.57	7%
Income/ (Loss) / Active Account	\$41.20	\$501.11	\$314.78	59%
Income / (Loss) / 1,000 Gal	\$2.61	\$5.42	\$3.69	47%
Connection Fee Revenue	\$0	\$0	\$8,000	(100%)

Consumption for the fiscal year was 8% more than the prior year. Operating revenue of \$1,013,294 was 13% more than prior year.

Operating expenditures were \$11,390, or 2% less than the previous year. The fiscal year net income of \$391,866 compares to a budgeted annual net income of \$209,000 and to a net income of \$246,472 for the prior year. \$1,023,482 (83%) of the Capital Improvement Project Budget was expended this fiscal year-to-date, and no connection fees were collected (\$0 is budgeted). The West Marin Water cash balance decreased \$387,650 in June and stood at \$1,193,691 at month end, compared to a budgeted projection of \$754,000 at June 30, 2020.

<b>OCEANA MARIN SEWER</b>	<b>Jun-20</b>	<b>FY19/20</b>	<b>FY18/19</b>	<b>FY20 vs 19</b>
<b>Year over Year Comparison</b>	<b>Actual</b>	<b>Actual YTD</b>	<b>Actual YTD</b>	<b>Up/(Down)</b>
Operating Revenue	\$21,762	\$264,372	\$252,720	5%
Operating Expense	16,235	222,119	193,263	15%
Other Income / (Expense)	4,048	69,995	63,369	10%
Net Income / (Loss)	<u>\$9,575</u>	<u>\$112,248</u>	<u>\$122,826</u>	(9%)
Active Accounts	235	235	234	0%
Monthly Sewer Service Charge	\$93	\$93	\$90	3%
Income / (Loss) / Active Account	\$40.75	\$477.65	\$524.90	-
Connection Fee Revenue	\$0	\$0	\$0	-

Operating revenue of \$264,372 was 5% more than the previous year due to the 3.5% rate increase effective July 1, 2019 and addition of one new customer mid-year. Operating expenditures were 15% \$28,856 more than the previous year. The fiscal year-to-date net income of \$112,248 compares to a budgeted annual net income of \$92,000 and to a net income of \$122,826 for the prior year. 286% of the Capital Improvement Project Budget has been expended this fiscal year-to-date.

No connection fees have been collected (\$0 is budgeted). The Oceana Marin cash balance decreased \$5,653 in June and stood at \$310,216 at month end, compared to a budgeted projection of \$384,000 at June 30, 2020.

**NORTH MARIN WATER DISTRICT  
STATEMENT OF NET POSITION  
FOR THE PERIOD ENDING JUNE 30, 2020**

	<b>TOTAL</b>	<b>NOVATO WATER</b>	<b>NOVATO RECYCLED</b>	<b>WEST MARIN WATER</b>	<b>OCEANA MARIN SEWER</b>
<b>ASSETS</b>					
<b>Cash &amp; Investments</b>					
Unrestricted/Undesignated Cash	\$1,963,497	\$915,485	\$109,819	\$700,896	\$237,297
<b>Restricted Cash</b> (Note 1)					
Connection Fee Fund	0	0	0	0	0
Bank of Marin Project Fund	213,823	19,955	0	193,868	0
AMI Project Loan Fund	0	0	0	0	0
Deer Island RWF Replacement Fund	1,721,062	0	1,721,062	0	0
Capital Replacement & Expansion Fund	1,561,481	0	1,561,481	0	0
Tax Receipts Held in Marin Co Treasury	627	0	0	572	55
STP SRF Reserve-Marín Co Treasury	1,044,474	1,044,474	0	0	0
RWS North/South SRF Reserve Fund	614,299	0	614,299	0	0
RW Central Area SRF Reserve Fund	275,773	0	275,773	0	0
<b>Designated Cash</b> (Note 2)					
Liability Contingency Fund	\$1,430,370	\$1,331,485	\$0	\$98,885	\$0
Workers' Compensation Fund	525,917	495,586	7,997	16,470	5,864
Retiree Medical Benefits Fund	4,520,164	4,520,164	0	0	0
Maintenance Accrual Fund	2,500,000	2,500,000	0	0	0
Operating Reserve Fund	5,795,000	5,377,000	168,000	183,000	67,000
<b>Total Cash</b>	<b>\$22,166,486</b>	<b>\$16,204,149</b>	<b>\$4,458,430</b>	<b>\$1,193,691</b>	<b>\$310,216</b>
Gain/(Loss) on MV of Investments	76,245	76,245	0	0	0
<b>Market Value of Cash &amp; Investments</b>	<b>\$22,242,731</b>	<b>\$16,280,394</b>	<b>\$4,458,430</b>	<b>\$1,193,691</b>	<b>\$310,216</b>
<b>Current Assets</b>					
Net Receivables - Consumers	\$1,349,932	\$1,103,867	\$153,895	\$90,864	\$1,306
Accrued Water Sales	1,788,637	1,501,806	177,168	109,663	0
Accounts Receivable-Other	443,439	337,613	37,271	0	68,555
Prepaid Expense	341,866	340,817	0	0	1,049
Reimbursable Small Jobs	80,116	79,364	0	752	0
Interest Receivable	101,064	97,163	3,902	0	0
Inventories	628,948	628,948	0	0	0
Deposits Receivable	23,274	23,274	0	0	0
<b>Total Current Assets</b>	<b>\$4,757,276</b>	<b>4,112,851</b>	<b>\$372,236</b>	<b>\$201,280</b>	<b>\$70,909</b>

**NORTH MARIN WATER DISTRICT  
STATEMENT OF NET POSITION  
FOR THE PERIOD ENDING JUNE 30, 2020**

	TOTAL	NOVATO WATER	NOVATO RECYCLED	WEST MARIN WATER	OCEANA MARIN SEWER
<b>Loans Receivable</b>					
Employee Loans (Note 3)	\$525,385	\$525,385	\$0	\$0	\$0
Other Long Term Receivables (Note 4)	1,136,458	0	1,136,458	0	0
<b>Loans Receivable</b>	<b>\$1,661,843</b>	<b>525,385</b>	<b>\$1,136,458</b>	<b>\$0</b>	<b>\$0</b>
<b>Property and Plant</b>					
Land & Land Rights	\$1,473,091	\$1,368,872	\$0	\$103,411	\$808
Dam, Lake, & Source Facilities	5,675,845	5,183,433	0	492,412	0
Treatment Facilities	22,604,626	18,625,907	2,666,198	454,159	858,362
Storage Facilities	24,593,098	20,844,117	1,643,458	2,105,523	0
Transmission Facilities (16"+)	29,405,627	29,283,304	0	122,324	0
Distribution and Pumping Facilities	106,970,601	69,606,211	31,455,961	5,908,429	0
Sewer Mains, Pumps, & Laterals	1,258,111	0	0	0	1,258,111
<b>Sub-Total</b>	<b>\$191,980,999</b>	<b>\$144,911,843</b>	<b>\$35,765,617</b>	<b>\$9,186,257</b>	<b>\$2,117,282</b>
Less Accumulated Depreciation (Note 5)	(59,855,226)	(50,421,254)	(4,230,033)	(4,112,374)	(1,091,565)
<b>Net Property and Plant</b>	<b>\$132,125,773</b>	<b>94,490,589</b>	<b>\$31,535,583</b>	<b>\$5,073,883</b>	<b>\$1,025,717</b>
<b>Buildings and Equipment (Note 6)</b>					
Buildings	\$2,119,365	\$2,119,365	\$0	\$0	\$0
Office Equipment	840,251	840,251	0	0	0
Laboratory Equipment	252,324	252,324	0	0	0
Trucks & Automobiles	1,243,730	1,243,730	0	0	0
Construction Equipment	974,660	974,660	0	0	0
Tools, Shop Equipment	220,890	220,890	0	0	0
<b>Sub-Total</b>	<b>\$5,651,219</b>	<b>5,651,219</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
Less Accumulated Depreciation (Note 5)	(4,334,436)	(4,334,436)	0	0	0
<b>Net Buildings and Equipment</b>	<b>\$1,316,783</b>	<b>1,316,783</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Construction In Progress</b>					
Developer	\$1,450,652	\$1,450,652	\$0	\$0	\$0
District	3,518,883	1,430,934	470,660	1,372,760	244,528
<b>Total Construction in Progress</b>	<b>\$4,969,535</b>	<b>\$2,881,587</b>	<b>\$470,660</b>	<b>\$1,372,760</b>	<b>\$244,528</b>
<b>Net Utility Plant</b>	<b>138,412,091</b>	<b>98,688,959</b>	<b>32,006,244</b>	<b>6,446,643</b>	<b>1,270,245</b>
Deferred Outflow of Resources-GASB68	2,616,317	2,616,317	0	0	0
Deferred Outflow of Resources-GASB75	172,404	172,404	0	0	0
<b>TOTAL ASSETS</b>	<b>\$169,862,661</b>	<b>\$122,396,309</b>	<b>\$37,973,368</b>	<b>\$7,841,613</b>	<b>\$1,651,371</b>

**NORTH MARIN WATER DISTRICT  
STATEMENT OF NET POSITION  
FOR THE PERIOD ENDING JUNE 30, 2020**

	TOTAL	NOVATO WATER	NOVATO RECYCLED	WEST MARIN WATER	OCEANA MARIN SEWER
<b>LIABILITIES AND NET ASSETS</b>					
<b>Current Liabilities</b>					
Trade Accounts Payable	\$2,868,544	\$2,805,913	\$44,658	\$17,974	\$0
Reimbursement Prog. Unclaimed Funds	75,750	64,650	0	11,100	0
Loan Debt Principal Payable-Current	1,315,842	421,701	894,141	0	0
Bank of Marin Principal Payable-Current	381,461	332,634	0	48,827	0
JP Morgan/Chase AMI Loan-Current	270,000	270,000	0	0	0
Accrued Interest Payable-SRF Loan	120,851	0	120,851	0	0
JP Morgan/Chase AMI Loan Interest Payable	36,763	36,763	0	0	0
Deposits/Performance Bonds	369,161	337,661	0	28,500	3,000
Unemployment Insurance Reserve (Note 8)	23,400	23,400	0	0	0
Workers' Comp Future Claims Payable	23,537	21,772	659	800	306
Payroll Benefits (Note 9)	957,301	881,781	28,194	34,236	13,090
Deferred Revenue	292,229	286,129	483	5,618	0
<b>Total Current Liabilities</b>	<b>\$6,734,839</b>	<b>5,482,404</b>	<b>\$1,088,985</b>	<b>\$147,054</b>	<b>\$16,396</b>
<b>Restricted Liabilities</b>					
Construction Advances	\$537,004	\$535,504	\$0	\$1,500	\$0
<b>Total Restricted Liabilities</b>	<b>\$537,004</b>	<b>535,504</b>	<b>\$0</b>	<b>\$1,500</b>	<b>\$0</b>
<b>Long Term Liabilities (Note 7)</b>					
JP Morgan/Chase AMI Loan Payable	\$3,830,000	\$3,830,000	\$0	\$0	\$0
STP Rehab SRF Loan	7,991,354	7,991,354	0	0	0
RWF SRF Loan	1,510,788	0	1,510,788	0	0
RWS North/South Expansion SRF Loan	6,300,388	0	6,300,388	0	0
RWS Central Expansion SRF Loan	6,497,101	0	6,497,101	0	0
Bank of Marin Loan	4,806,464	4,191,237	0	615,227	0
Net Pension Liability @ 6/30/19	12,560,160	12,560,160	0	0	0
Total OPEB Liability (Note 2)	4,520,164	4,520,164	0	0	0
<b>Total Long Term Liabilities</b>	<b>\$48,016,420</b>	<b>33,092,915</b>	<b>\$14,308,277</b>	<b>\$615,227</b>	<b>\$0</b>
<b>Deferred Inflow of Resources-GASB 68</b>	<b>540,356</b>	<b>540,356</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Deferred Inflow of Resources-GASB 75</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL LIABILITIES</b>	<b>\$55,828,620</b>	<b>39,651,179</b>	<b>\$15,397,263</b>	<b>\$763,782</b>	<b>\$16,396</b>

**NORTH MARIN WATER DISTRICT  
STATEMENT OF NET POSITION  
FOR THE PERIOD ENDING JUNE 30, 2020**

	TOTAL	NOVATO WATER	NOVATO RECYCLED	WEST MARIN WATER	OCEANA MARIN SEWER
<b>Net Assets</b>					
<b>Invested in Capital Assets</b>					
Contributions in Aid of Construction	\$85,695,655	\$77,067,424	\$5,810,128	\$2,138,348	\$679,755
Grants in Aid of Construction	13,215,539	426,448	9,961,904	2,827,187	0
Connection Fees	40,210,672	28,039,223	9,933,197	1,546,546	691,706
<b>Total Investment</b>	<b>\$139,121,866</b>	<b>105,533,095</b>	<b>\$25,705,229</b>	<b>\$6,512,081</b>	<b>\$1,371,461</b>
<b>Restricted Reserves</b>					
Connection Fee Fund	(\$6,874,317)	(\$6,599,639)	\$0	(\$76,667)	(\$198,011)
Bank of Marin Project Fund	213,823	19,955	0	193,868	0
Deer Island RWF Replacement Fund	1,721,062	0	1,721,062	0	0
Capital Replacement & Expansion Fund	1,561,481	0	1,561,481	0	0
RWS North/South SRF Reserve Fund	614,299	0	614,299	0	0
RW Central Area SRF Reserve Fund	275,773	0	275,773	0	0
<b>Designated Reserves</b>					
Liability Contingency Fund	1,430,370	1,331,485	0	98,885	0
Maintenance Accrual Fund	2,500,000	2,500,000	0	0	0
Workers' Compensation Fund	502,379	473,813	7,338	15,670	5,558
Retiree Medical Benefits Fund	2,759,513	2,759,513	0	0	0
Operating Reserve Fund	5,795,000	5,377,000	168,000	183,000	67,000
Earned Surplus - Prior Yrs	(35,754,365)	(28,818,735)	(6,746,206)	(479,320)	289,896
Net Income/(Loss)	602,884	264,652	(165,882)	391,866	112,248
Transfer (To)/From Reserves (see below)	(435,725)	(96,009)	(564,988)	238,449	(13,177)
<b>Total Restricted &amp; Designated</b>	<b>(\$25,087,824)</b>	<b>(22,787,965)</b>	<b>(\$3,129,123)</b>	<b>\$565,751</b>	<b>\$263,514</b>
<b>TOTAL NET POSITION</b>	<b>\$114,034,042</b>	<b>82,745,130</b>	<b>\$22,576,105</b>	<b>\$7,077,832</b>	<b>\$1,634,975</b>
<b>Transfer (To)/From Reserves</b>					
Connection Fee	(\$13,037)	\$0	\$0	(\$2,053)	(\$10,984)
AMI Project Fund	0	0	0	0	0
Liability Reserve	(189,200)	(189,200)	0	0	0
Capital Replacement & Expansion Fund	(363,001)	0	(363,001)	0	0
Maintenance Reserve	0	0	0	0	0
RWF Replacement Fund	(194,796)	0	(194,796)	0	0
Retiree Medical Insurance Fund	0	0	0	0	0
(Gain)/Loss WC Fund	(18,447)	(17,504)	(191)	(559)	(193)
Bank of Marin Project Fund	250,756	6,695	0	244,061	0
Operating Reserve Fund	92,000	104,000	(7,000)	(3,000)	(2,000)
<b>Total Transfer</b>	<b>(\$435,725)</b>	<b>(\$96,009)</b>	<b>(\$564,988)</b>	<b>\$238,449</b>	<b>(\$13,177)</b>
 <b>TOTAL LIABILITIES AND FUND BALANCE</b>	 <b>\$169,862,661</b>	 <b>\$122,396,309</b>	 <b>\$37,973,368</b>	 <b>\$7,841,613</b>	 <b>\$1,651,371</b>

**NORTH MARIN WATER DISTRICT  
SOURCES AND USES OF FUNDS STATEMENT - ALL SERVICE AREAS COMBINED  
FOR THE PERIOD ENDING JUNE 30, 2020**

	YTD Actual	Annual Budget	YTD/ Budget %	Prior YTD Actual
<b>OPERATING REVENUE</b>				
Water Sales	\$16,757,621	\$17,387,000	96%	\$16,337,171
Bimonthly Service Charge	4,968,620	4,958,000	100%	4,810,297
Sewer Service Charge	264,372	261,000	101%	252,720
Wheeling & Misc Service Charges	369,761	392,000	94%	372,059
<b>TOTAL OPERATING REVENUE</b>	<b>\$22,360,374</b>	<b>\$22,998,000</b>	<b>97%</b>	<b>\$21,772,247</b>
<b>OPERATING EXPENDITURES</b>				
Source of Supply	\$7,085,260	\$6,186,000	115%	\$5,492,324
Pumping	626,119	438,000	143%	458,594
Operations	1,028,902	808,000	127%	993,209
Water Treatment	2,387,006	2,697,000	89%	2,131,166
Sewer Service	134,401	171,000	79%	127,167
Transmission & Distribution	3,095,301	3,656,000	85%	3,301,629
Consumer Accounting	476,597	644,000	74%	510,341
Water Conservation	361,691	399,000	91%	349,416
General & Administrative	2,907,997	2,383,000	122%	3,007,301
Depreciation	3,366,216	3,486,000	97%	3,451,154
<b>TOTAL OPERATING EXPENDITURES</b>	<b>\$21,469,489</b>	<b>\$20,868,000</b>	<b>103%</b>	<b>\$19,822,299</b>
<b>NET OPERATING INCOME (LOSS)</b>	<b>\$890,885</b>	<b>\$2,130,000</b>	<b>42%</b>	<b>\$1,949,948</b>
<b>NON-OPERATING REVENUE/(EXPENSE)</b>				
Tax Proceeds	\$115,025	\$116,000	99%	\$113,753
Interest Revenue	532,128	277,000	192%	426,850
Miscellaneous Revenue	170,618	133,000	128%	218,525
Bond & Loan Interest Expense	(796,147)	(806,000)	99%	(875,354)
Miscellaneous Expense	(3,913)	(20,000)	20%	(8,516)
Capital Contribution Expense-NSD & LGVSD	(305,711)	0	-	0
<b>TOTAL NON-OP REVENUE/(EXPENSE)</b>	<b>(\$288,001)</b>	<b>(\$300,000)</b>	<b>96%</b>	<b>(\$124,742)</b>
<b>NET INCOME/(LOSS)</b>	<b>\$602,884</b>	<b>\$1,830,000</b>	<b>33%</b>	<b>\$1,825,206</b>
<b>OTHER SOURCES/(USES) OF FUNDS</b>				
Add Depreciation Expense	\$3,366,216	\$3,486,000	97%	\$3,451,154
Connection Fees	1,531,535	340,000	450%	1,492,380
Loan Proceeds	0	69,000	0%	1,773,836
Grant Proceeds	0	0	-	20,191
Marin County Club Loan Principal Pmts	36,901	0	-	448,209
Caltrans AEEP Capital Contribution	20,510	1,000	2051%	24,787
StoneTree RWF Loan Principal	1,081,103	227,000	476%	221,514
MMWD AEEP Capital Contribution	205,320	205,000	100%	245,000
Capital Equipment Expenditures	(285,105)	(433,000)	66%	(118,579)
Capital Improvement Projects	(3,134,715)	(5,713,000)	55%	(3,870,982)
Bond & Loan Principal Payments	(2,124,083)	(2,333,000)	91%	(1,871,005)
Change in Working Capital	2,003,490	0	-	190,536
<b>TOTAL OTHER SOURCES/(USES)</b>	<b>\$2,701,173</b>	<b>(\$4,151,000)</b>	<b>-</b>	<b>\$2,007,040</b>
<b>CASH INCREASE/(DECREASE)</b>	<b>\$3,304,057</b>	<b>(\$2,321,000)</b>	<b>-</b>	<b>\$3,832,246</b>



**NORTH MARIN WATER DISTRICT  
INCOME STATEMENT AND CASH FLOW BY SERVICE AREA  
FOR THE PERIOD ENDING JUNE 30, 2020**

**SUMMARY INCOME STATEMENT**

	<b>TOTAL</b>	<b>NOVATO WATER</b>	<b>NOVATO RECYCLED</b>	<b>WEST MARIN WATER</b>	<b>OCEANA MARIN SEWER</b>
Operating Revenue	\$22,360,374	\$19,784,381	\$1,298,327	\$1,013,294	\$264,372
Operating Expense	21,469,489	19,494,213	1,022,728	730,429	222,119
<b>OPERATING INCOME/(LOSS)</b>	<b>\$890,885</b>	<b>\$290,167</b>	<b>\$275,600</b>	<b>\$282,865</b>	<b>\$42,253</b>
Non-Operating Revenue/(Expense)	(288,001)	(25,516)	(441,481)	109,001	69,995
<b>NET INCOME/(LOSS)</b>	<b>\$602,884</b>	<b>\$264,652</b>	<b>(\$165,882)</b>	<b>\$391,866</b>	<b>\$112,248</b>
<b>CAPITAL CONTRIBUTIONS</b>					
Developer In-Kind Contributions	\$874,540	\$864,540	\$10,000	\$0	\$0
Caltrans AEEP Capital Contributions	20,510	20,510	0	0	0
MMWD Capital Contribution	205,320	205,320	0	0	0
Connection Fees	1,531,535	1,531,535	0	0	0
FRC Transfer	0	689,600	(689,600)	0	0
<b>CAPITAL CONTRIBUTIONS</b>	<b>\$2,631,905</b>	<b>\$3,311,506</b>	<b>(\$679,600)</b>	<b>\$0</b>	<b>\$0</b>
<b>CHANGE IN NET POSITION</b>	<b>\$3,234,789</b>	<b>\$3,576,157</b>	<b>(\$845,482)</b>	<b>\$391,866</b>	<b>\$112,248</b>
Net Position June 30, 2019	110,864,836	79,230,648	23,421,988	6,688,798	1,523,402
Net Position June 30, 2020	<u>\$114,099,626</u>	<u>\$82,806,805</u>	<u>\$22,576,506</u>	<u>\$7,080,665</u>	<u>\$1,635,650</u>

**CASH FLOW STATEMENT**

Net Income/(Loss)	\$602,884	\$264,652	(\$165,882)	\$391,866	\$112,248
Add back Depreciation	3,366,216	2,660,688	473,828	185,652	46,048
<b>Cash Generated From Operations</b>	<b>\$3,969,100</b>	<b>\$2,925,340</b>	<b>\$307,947</b>	<b>\$577,518</b>	<b>\$158,295</b>
<b>Other Sources (Uses) of Funds</b>					
Connection Fee Revenue	\$1,531,535	\$1,531,535	\$0	\$0	\$0
Capital Assets Acquisition	(3,419,820)	(2,232,209)	(6,584)	(1,023,482)	(157,544)
Caltrans AEEP Capital Contribution	20,510	20,510	0	0	0
MMWD AEEP Capital Contribution	205,320	205,320	0	0	0
Marin Country Club & Stone Tree Loan Principal Pmts	1,118,004	0	1,118,004	0	0
Principal Paid on Debt	(2,124,083)	(1,409,575)	(667,381)	(47,127)	0
Consumer Receivables Decr (Incr)	(12,118)	67,145	(74,431)	(4,791)	(42)
Construction Advances (Decr) Incr	(242,803)	(234,303)	(10,000)	1,500	0
Other Assets Decr (Incr)	956,078	978,670	(953)	(21,647)	7
Other Liabilities (Decr) Incr	(457,156)	(257,578)	(206,746)	6,109	1,060
Trade Accounts Payable (Decr) Incr	1,759,490	1,736,518	4,998	17,974	0
Connection Fee Transfer	0	689,600	(689,600)	0	0
<b>Total Other Sources (Uses)</b>	<b>(\$665,043)</b>	<b>\$1,095,634</b>	<b>(\$532,693)</b>	<b>(\$1,071,464)</b>	<b>(\$156,520)</b>
<b>Net Cash Provided (Used)</b>	<b>\$3,304,057</b>	<b>\$4,020,974</b>	<b>(\$224,746)</b>	<b>(\$493,946)</b>	<b>\$1,776</b>
<b>MV Cash &amp; Investments June 30, 2019</b>	<b>\$18,938,674</b>	<b>\$12,259,420</b>	<b>\$4,683,176</b>	<b>\$1,687,637</b>	<b>\$308,441</b>
<b>MV Cash &amp; Investments June 30, 2020</b>	<u><b>\$22,242,731</b></u>	<u><b>\$16,280,394</b></u>	<u><b>\$4,458,430</b></u>	<u><b>\$1,193,691</b></u>	<u><b>\$310,216</b></u>

**NOVATO WATER**  
**DETAIL INCOME STATEMENT**  
**FOR THE PERIOD ENDING JUNE 30, 2020**

	JUNE 2020	YEAR TO DATE ACTUAL	YTD/ BUDGET%	PRIOR YTD ACTUAL
<b>OPERATING REVENUE</b>				
Water Sales	\$1,549,814	\$14,772,318	95%	\$14,582,922
Bill Adjustments	(6,070)	(59,788)	74%	(72,061)
Bimonthly Service Charges	392,435	4,709,222	100%	4,562,329
Account Turn-on Charges	0	54,154	69%	79,195
New Account Charges	465	5,990	86%	6,360
Returned Check Charges	9	360	36%	297
Hydrant Meter Up/Down Charges	600	4,800	96%	4,900
Backflow Service Charges	13,147	149,428	105%	142,731
Lab Service-Outside Clients	4,827	43,132	131%	32,786
Wheeling Charges - MMWD	12,936	104,765	140%	97,866
<b>TOTAL OPERATING REVENUE</b>	<b>\$1,968,163</b>	<b>\$19,784,381</b>	<b>96%</b>	<b>\$19,437,324</b>
<b>TOTAL EXPENDITURES</b>				
<b>SOURCE OF SUPPLY</b>				
Supervision & Engineering	\$636	\$13,274	121%	\$7,564
Operating Expense - Source	320	8,289	59%	8,623
Maint/Monitoring of Dam	0	30,588	46%	33,686
Maint of Lake & Intakes	315	14,240	71%	24,172
Maint of Structures	0	0	0%	205
Maint of Watershed	435	19,627	44%	4,446
Water Quality Surveillance	0	1,642	12%	1,669
Erosion Control	0	62	-	0
Ground Water Well Monitoring	0	0	-	367
Purchased Water	1,585,902	6,623,534	116%	5,082,987
GASB68 Adjustment	0	0	0%	3,278
GASB75 Adjustment (OPEB)	0	0	-	412
<b>SOURCE OF SUPPLY</b>	<b>\$1,587,608</b>	<b>\$6,711,256</b>	<b>114%</b>	<b>\$5,167,409</b>
<b>PUMPING</b>				
Maint of Structures & Grounds	\$6,673	\$34,416	108%	\$56,801
Maint of Pumping Equipment	1,518	158,903	300%	41,304
Electric Power	39,573	341,401	119%	285,772
GASB68 Adjustment (Pension)	0	0	0%	4,681
GASB75 Adjustment (OPEB)	0	0	-	591
<b>PUMPING</b>	<b>\$47,764</b>	<b>\$534,720</b>	<b>140%</b>	<b>\$389,149</b>
<b>OPERATIONS</b>				
Supervision & Engineering	\$16,794	\$232,895	147%	\$215,732
Operating Expense - Operations	34,605	507,830	213%	306,774
Maintenance Expense	8,662	52,959	93%	38,570
Telemetry Equipment/Controls Maint	4,864	61,798	71%	84,979
Leased Lines	1,388	16,656	98%	16,678
GASB68 Adjustment (Pension)	0	0	0%	43,018
GASB75 Adjustment (OPEB)	0	0	-	5,424
<b>OPERATIONS</b>	<b>\$66,313</b>	<b>\$872,138</b>	<b>127%</b>	<b>\$711,175</b>

**NOVATO WATER**  
**DETAIL INCOME STATEMENT**  
**FOR THE PERIOD ENDING JUNE 30, 2020**

	JUNE 2020	YEAR TO DATE ACTUAL	YTD/ BUDGET%	PRIOR YTD ACTUAL
<b>WATER TREATMENT</b>				
Supervision & Engineering	\$9,183	\$170,261	119%	\$156,176
Operating Expense - Water Treatment	39,238	284,929	88%	228,878
Purification Chemicals	292,720	503,664	106%	376,960
Sludge Disposal	7,655	93,987	76%	88,352
Maint of Structures & Grounds	767	93,901	77%	53,090
Maint of Purification Equipment	4,678	200,107	105%	162,714
Electric Power	12,346	160,692	103%	122,831
Water Quality Programs	6,585	107,549	106%	109,139
Laboratory Direct Labor	35,665	404,859	111%	341,949
Lab Service-Outside Clients	4,943	46,974	102%	40,794
Water Quality Supervision	8,752	89,662	120%	79,834
Laboratory Supplies & Expense	11,166	67,128	84%	58,387
Customer Water Quality	3,422	38,770	59%	46,358
Lab Cost Distributed	(2,954)	(25,801)	103%	(26,814)
GASB68 Adjustment (Pension)	0	0	0%	95,295
GASB75 Adjustment (OPEB)	0	0	-	12,016
<b>WATER TREATMENT</b>	<b>\$434,167</b>	<b>\$2,236,683</b>	<b>90%</b>	<b>\$1,945,958</b>
<b>TRANSMISSION &amp; DISTRIBUTION</b>				
Supervision & Engineering	\$49,845	\$600,516	102%	\$534,500
Maps & Records	12,323	121,544	76%	132,053
Operation of T&D System	36,741	310,804	457%	148,687
Facilities Location	16,211	164,579	110%	180,263
Safety: Construction & Engineering	6,945	46,003	77%	53,484
Customer Service Expense	28,128	321,269	116%	270,902
Flushing	0	48,060	89%	55,039
Storage Facilities Expense	7,904	101,710	81%	98,222
Cathodic Protection	0	11,319	63%	8,810
Maint of Valves/Regulators	1,972	135,586	71%	87,285
Maint of Mains	9,313	158,205	93%	167,959
Leak Detection - Mains	1,526	10,249	85%	12,042
Backflow Prevention Program	12,135	170,089	77%	231,822
Maint of Copper Services	19,134	105,350	75%	117,773
Maint of PB Service Lines	51,144	443,334	92%	558,788
Single Service Installations	4,861	26,039	-	65,016
Maint of Meters	7,089	96,608	69%	113,810
Detector Check Assembly Maint	6,258	73,643	88%	80,416
Maint of Hydrants	5,021	48,301	66%	25,607
GASB68 Adjustment (Pension)	0	0	0%	177,431
GASB75 Adjustment (OPEB)	0	0	-	22,371
<b>TRANSMISSION &amp; DISTRIBUTION</b>	<b>\$276,547</b>	<b>\$2,993,206</b>	<b>87%</b>	<b>\$3,142,281</b>
<b>CONSUMER ACCOUNTING</b>				
Meter Reading	\$972	\$19,205	18%	\$69,881
Collection Expense - Labor	0	18,395	57%	27,444
Collection Expense - Agency	193	748	25%	2,224
Billing & Consumer Accounting	16,547	248,703	117%	210,805
Contract Billing	2,515	13,742	76%	15,484
Stationery, Supplies & Postage	9,080	48,071	87%	51,267
Online Payment Processing Fees	8,495	64,242	107%	55,709
Lock Box Service	912	10,998	100%	10,944
Uncollectable Accounts	(482)	8,362	167%	14,994
Office Equipment Expense	675	35,601	102%	12,677
Distributed to West Marin (4.1%)	(1,595)	(17,814)	111%	(15,104)

**NOVATO WATER**  
**DETAIL INCOME STATEMENT**  
**FOR THE PERIOD ENDING JUNE 30, 2020**

	JUNE 2020	YEAR TO DATE ACTUAL	YTD/ BUDGET%	PRIOR YTD ACTUAL
GASB68 Adjustment (Pension)	0	0	0%	26,164
GASB75 Adjustment (OPEB)	0	0	-	3,299
<b>CONSUMER ACCOUNTING</b>	<b>\$37,312</b>	<b>\$450,252</b>	<b>73%</b>	<b>\$485,786</b>
<b>WATER CONSERVATION</b>				
Residential	\$16,366	\$198,881	78%	\$246,347
Commercial	417	6,481	32%	7,983
Public Outreach/Information	22,804	125,537	285%	51,040
Large Landscape	432	17,317	62%	19,839
GASB68 Adjustment (Pension)	0	0	0%	14,720
GASB75 Adjustment (OPEB)	0	0	-	1,855
<b>TOTAL WATER CONSERVATION</b>	<b>\$40,019</b>	<b>\$348,217</b>	<b>89%</b>	<b>\$341,784</b>
<b>GENERAL AND ADMINISTRATIVE</b>				
Directors Fees	\$5,768	\$40,873	100%	\$36,815
Legal Fees	3,045	18,278	87%	20,853
Human Resources	12,334	50,727	98%	95,476
Auditing Fees	0	19,651	94%	22,731
Consulting Services/Studies	8,235	140,301	72%	304,645
General Office Salaries	101,198	1,112,359	96%	1,043,436
Safety: General District Wide	3,736	45,069	79%	40,468
Office Supplies	2,318	33,783	72%	31,761
Employee Events	60	9,369	78%	10,664
Other Administrative Expense	357	6,281	42%	7,289
Election Cost	0	0	-	18,915
Dues & Subscriptions	865	83,386	88%	79,986
Vehicle Expense	676	8,112	101%	8,112
Meetings, Conferences & Training	902	111,593	59%	107,583
Recruitment Expense	500	2,143	71%	1,201
Gas & Electricity	3,561	37,254	96%	32,251
Telephone	623	7,088	89%	4,518
Water	0	1,909	95%	1,989
Buildings & Grounds Maint	20,013	77,130	135%	58,884
Office Equipment Expense	23,256	143,224	111%	109,014
Insurance Premiums & Claims	10,320	109,939	75%	99,040
Retiree Medical Benefits	14,522	186,221	108%	197,855
(Gain)/Loss on Overhead Charges	(117,066)	(331,882)	277%	905,405
G&A Applied to Other Operations (5.9%)	(11,363)	(130,592)	89%	(140,526)
G&A Applied to Construction	(33,922)	(389,809)	120%	(374,552)
GASB75 Adjustment (OPEB)	0	0	-	15,707
GASB68 Adjustment (Pension)	104,997	1,294,648	354%	124,583
<b>GENERAL &amp; ADMINISTRATIVE</b>	<b>\$154,934</b>	<b>\$2,687,054</b>	<b>120%</b>	<b>\$2,864,101</b>
<b>Depreciation (Note 5)</b>	<b>215,057</b>	<b>2,660,688</b>	<b>95%</b>	<b>2,752,212</b>
<b>TOTAL OPERATING EXPENSE</b>	<b>\$2,859,720</b>	<b>\$19,494,213</b>	<b>103%</b>	<b>\$17,799,856</b>
<b>OPERATING INCOME/(LOSS)</b>	<b>(\$891,557)</b>	<b>\$290,167</b>	<b>17%</b>	<b>\$1,637,468</b>

**NOVATO WATER  
DETAIL INCOME STATEMENT  
FOR THE PERIOD ENDING JUNE 30, 2020**

	<b>JUNE 2020</b>	<b>YEAR TO DATE ACTUAL</b>	<b>YTD/ BUDGET%</b>	<b>PRIOR YTD ACTUAL</b>
<b>NON-OPERATING REVENUE</b>				
Interest:				
General Funds	\$6,160	\$41,834	55%	\$3,317
Wohler Pipeline Financing Fund	0	0	0%	3,098
Collector #6 Financing Fund	0	0	0%	12,181
Retiree Medical Insurance Fund	16,332	217,499	435%	178,704
Workers' Comp Fund	1,876	25,407	-	21,836
Aqueduct Energy Efficiency Proj Fund	92	1,279	-	1,253
Funds Held in County Treasury	0	17,799	593%	18,085
<b>Total Interest Revenue</b>	<b>\$24,460</b>	<b>\$303,817</b>	<b>203%</b>	<b>\$238,474</b>
Rents & Leases	4,006	81,043	98%	86,133
Other Non-Operating Revenue	152	33,930	68%	68,470
Gain/(Loss) on MV of Investments	(39,438)	49,825	-	57,836
<b>NON-OPERATING REVENUE</b>	<b>(\$10,820)</b>	<b>\$468,615</b>	<b>166%</b>	<b>\$450,913</b>
<b>NON-OPERATING EXPENSE</b>				
Bank of Marin AEEP Loan Interest Exp	\$12,373	\$160,988	100%	\$171,335
STP SRF Loan Interest Expense	17,345	215,953	100%	235,405
JP Morgan/Chase AMI Loan Interest Expense	9,191	114,881	98%	119,182
Other Non-Operating Expense	641	2,309	12%	3,166
<b>NON-OPERATING EXPENSE</b>	<b>\$39,550</b>	<b>\$494,131</b>	<b>96%</b>	<b>\$529,088</b>
<b>NET INCOME/(LOSS)</b>	<b>(\$941,927)</b>	<b>\$264,652</b>	<b>18%</b>	<b>\$1,559,293</b>
<b>BEGINNING FUND EQUITY</b>				
		\$79,168,973		\$74,211,063
NET INCOME/(LOSS)	(941,927)	264,652		1,559,293
SCWA 84 Water Conservation Grant	0	0	-	20,191
Developer 'In-Kind' Contributions	46,147	864,540	-	384,351
Caltrans AEEP Capital Contribution	2,031	20,510	2051%	24,787
MMWD AEEP Capital Contribution	0	205,320	100%	245,000
Connection Fees	28,600	1,531,535	450%	1,484,380
FRC Transfer to/from Recycled Water	(96,153)	689,600	76%	1,239,907
<b>ENDING FUND EQUITY</b>		<b>\$82,745,130</b>		<b>\$79,168,972</b>

**NOVATO RECYCLED WATER  
DETAIL INCOME STATEMENT  
FOR THE PERIOD ENDING JUNE 30, 2020**

	JUNE 2020	YEAR TO DATE ACTUAL	YTD/ BUDGET%	PRIOR YTD ACTUAL
<b>OPERATING REVENUE</b>				
Recycled Water Sales	\$162,960	\$1,231,084	103%	\$1,118,028
Bimonthly Service Charges	3,716	66,859	155%	62,783
Water Loads	0	300	-	2,460
Account Turn-on Charges	0	84	-	148
<b>TOTAL OPERATING REVENUE</b>	<b>\$166,676</b>	<b>\$1,298,327</b>	<b>105%</b>	<b>\$1,183,419</b>
<b>OPERATING EXPENSE</b>				
<b>SOURCE OF SUPPLY</b>				
Purchased Water - NSD	\$45,456	\$253,961	120%	\$238,029
Purchased Water - LGVSD	32,915	97,613	155%	62,428
<b>SOURCE OF SUPPLY</b>	<b>\$78,371</b>	<b>\$351,575</b>	<b>128%</b>	<b>\$300,457</b>
<b>PUMPING</b>				
Maint of Pumping Equipment	\$499	\$1,199	40%	\$225
Electric Power	472	3,900	130%	3,705
<b>PUMPING</b>	<b>\$971</b>	<b>\$5,099</b>	<b>85%</b>	<b>\$3,930</b>
<b>OPERATIONS</b>				
Supervision & Engineering	\$636	\$10,648	82%	\$8,651
Operating Expense - Operations	0	6,024	46%	6,819
Potable Water Consumed	0	82,157	747%	202,989
Maintenance Expense	2,893	4,851	49%	655
Telemetry Equipment/Controls Maint	0	0	0%	1,997
GASB68 Adjustment (Pension)	0	0	-	1,456
GASB75 Adjustment (OPEB)	0	0	-	184
<b>OPERATIONS</b>	<b>\$3,529</b>	<b>\$103,681</b>	<b>140%</b>	<b>\$222,749</b>
<b>WATER TREATMENT</b>				
Purification Chemicals	\$0	\$2,748	69%	\$2,937
Maint of Purification Equipment	359	879	6%	3,537
Electric Power	0	0	0%	1,560
Laboratory Direct Labor	0	1,118	19%	4,175
Customer Water Quality	0	0	-	196
Lab Expense Distributed from Novato	5	607	20%	2,511
GASB68 Adjustment (Pension)	0	0	-	521
GASB75 Adjustment (OPEB)	0	0	-	66
<b>WATER TREATMENT</b>	<b>\$365</b>	<b>\$5,352</b>	<b>18%</b>	<b>\$15,503</b>
<b>TRANSMISSION &amp; DISTRIBUTION</b>				
Supervision & Engineering	\$135	\$974	4%	\$3,158
Facilities Location	0	1,522	152%	854
Customer Service Expense	700	7,006	100%	5,428
Storage Facilities Expense	369	1,014	9%	1,362
Maint of Valves/Regulators	0	2,547	42%	4,720
Maint of Mains	0	3,496	350%	0
Maint of PB Service Lines	0	1,198	-	0
GASB68 Adjustment (Pension)	0	0	-	1,196
GASB75 Adjustment (OPEB)	0	0	-	151
<b>TRANSMISSION &amp; DISTRIBUTION</b>	<b>\$1,204</b>	<b>\$17,757</b>	<b>34%</b>	<b>\$16,869</b>

**NOVATO RECYCLED WATER  
DETAIL INCOME STATEMENT  
FOR THE PERIOD ENDING JUNE 30, 2020**

	JUNE 2020	YEAR TO DATE ACTUAL	YTD/ BUDGET%	PRIOR YTD ACTUAL
<b>CONSUMER ACCOUNTING</b>				
Distributed from Novato (0.2%)	\$120	\$1,326	133%	\$1,118
<b>CONSUMER ACCOUNTING</b>	\$120	\$1,326	133%	\$1,118
<b>GENERAL AND ADMINISTRATIVE</b>				
Legal Fees	\$0	\$105	-	\$0
Consulting Services/Studies	0	3,250	-	0
Distributed from Novato (2.4%)	4,569	52,508	95%	52,910
GASB68 Adjustment	683	8,248	-	0
<b>GENERAL &amp; ADMINISTRATIVE</b>	\$5,252	\$64,111	117%	\$52,910
Depreciation (Note 5)	39,486	473,828	100%	473,825
<b>TOTAL OPERATING EXPENSE</b>	\$129,297	\$1,022,728	106%	\$1,087,361
<b>OPERATING INCOME/(LOSS)</b>	\$37,379	\$275,600	102%	\$96,058
<b>NON-OPERATING REVENUE</b>				
Interest:				
General Funds	\$1,922	\$43,224	96%	\$17,866
RWF Replacement Fund	6,037	79,796	-	58,286
Workers' Comp Fund	32	431	-	390
StoneTree RWF Loan	978	21,473	60%	48,002
<b>Total Interest Revenue</b>	\$8,969	\$144,923	179%	\$124,544
Other Non-Operating Revenue	0	0	-	0
<b>NON-OPERATING REVENUE</b>	\$8,969	\$144,923	179%	\$124,544
<b>NON-OPERATING EXPENSE</b>				
RWF SRF Loan Interest Expense	\$3,889	\$47,243	101%	\$52,543
Expansion SRF Loan Interest Expense	19,106	233,451	97%	268,091
Other Non-Operating Expense	0	0	-	3,354
Capital Contribution Expense-NSD&LGVSD	0	305,711	-	0
<b>NON-OPERATING EXPENSE</b>	\$22,995	\$586,405	204%	\$323,988
<b>NET INCOME/(LOSS)</b>	\$23,353	(\$165,882)	(259%)	(\$103,386)
<b>BEGINNING FUND EQUITY</b>		\$23,421,587		\$24,764,880
NET INCOME/(LOSS)	23,353	(165,882)		(103,386)
Developer 'In-Kind' Contributions	10,000	10,000	-	0
FRC Transfer to/from Novato	96,153	(689,600)	76%	(1,239,907)
<b>ENDING FUND EQUITY</b>		\$22,576,105		\$23,421,587

**WEST MARIN WATER  
DETAIL INCOME STATEMENT  
FOR THE PERIOD ENDING JUNE 30, 2020**

	<b>JUNE 2020</b>	<b>YEAR TO DATE ACTUAL</b>	<b>YTD/ BUDGET%</b>	<b>PRIOR YTD ACTUAL</b>
<b>OPERATING REVENUE</b>				
Water Sales	\$77,334	\$838,938	115%	\$748,090
Bill Adjustments	(1,260)	(25,231)	-	(42,268)
Bimonthly Service Charges	16,045	192,539	104%	185,184
Account Turn-on Charges	0	336	34%	1,036
New Account Charges	15	115	12%	150
Returned Check Charges	0	9	-	18
Backflow Service Charges	1,094	6,588	132%	6,573
<b>TOTAL OPERATING REVENUE</b>	<b>\$93,228</b>	<b>\$1,013,294</b>	<b>110%</b>	<b>\$898,784</b>
<b>OPERATING EXPENSE</b>				
<b>SOURCE OF SUPPLY</b>				
Supervision & Engineering	\$0	\$2,680	-	\$2,051
Operating Expense	14	1,500	25%	4,080
Maint of Structures	8,765	18,064	226%	16,906
Water Quality Surveillance	0	14	1%	572
Purchased Water - MMWD	0	171	-	322
GASB68 Adjustment	0	0	-	468
GASB75 Adjustment (OPEB)	0	0	-	59
<b>SOURCE OF SUPPLY</b>	<b>\$8,779</b>	<b>\$22,429</b>	<b>150%</b>	<b>\$24,458</b>
<b>PUMPING</b>				
Maint of Structures and Grounds	\$620	\$9,043	100%	\$10,424
Maint of Pumping Equip	2,584	37,303	339%	15,825
Electric Power	4,020	39,954	143%	37,683
GASB68 Adjustment (Pension)	0	0	-	1,405
GASB75 Adjustment (OPEB)	0	0	-	177
<b>PUMPING</b>	<b>\$7,224</b>	<b>\$86,300</b>	<b>180%</b>	<b>\$65,515</b>
<b>OPERATIONS</b>				
Supervision & Engineering	\$996	\$13,905	116%	\$20,518
Operating Expense	1,815	17,673	104%	17,029
Maintenance Expense	66	1,088	-	257
Maint of Telemetry Equipment	3,142	16,285	109%	13,287
Leased Lines	352	4,133	83%	4,094
GASB68 Adjustment (Pension)	0	0	-	3,641
GASB75 Adjustment (OPEB)	0	0	-	459
<b>OPERATIONS</b>	<b>\$6,371</b>	<b>\$53,084</b>	<b>108%</b>	<b>\$59,285</b>
<b>WATER TREATMENT</b>				
Supervision & Engineering	\$890	\$14,058	67%	\$9,453
Operating Expense	1,216	22,890	79%	25,080
Purification Chemicals	0	3,332	67%	6,701
Maint of Structures & Grounds	198	654	65%	5,040
Maint of Purification Equipment	0	7,572	40%	10,232
Electric Power	2,019	19,802	94%	29,396
Laboratory Direct Labor	5,060	42,312	111%	35,079
Laboratory Services	375	5,748	82%	7,219
Water Quality Supervision	106	3,060	77%	7,860
Customer Water Quality	28	2,579	29%	4,703
Lab Expense Distributed from Novato	2,928	22,965	121%	21,035
GASB68 Adjustment (Pension)	0	0	-	7,023
GASB75 Adjustment (OPEB)	0	0	-	885
<b>WATER TREATMENT</b>	<b>\$12,819</b>	<b>\$144,971</b>	<b>84%</b>	<b>\$169,705</b>



**WEST MARIN WATER  
DETAIL INCOME STATEMENT  
FOR THE PERIOD ENDING JUNE 30, 2020**

	JUNE 2020	YEAR TO DATE ACTUAL	YTD/ BUDGET%	PRIOR YTD ACTUAL
<b>TRANSMISSION &amp; DISTRIBUTION</b>				
Supervision & Engineering	\$342	\$5,939	17%	\$5,936
Facilities Location - USA	395	11,564	96%	7,868
Customer Service Expense	1,837	9,009	180%	8,046
Flushing	0	7,137	-	0
Storage Facilities Expense	1,341	19,867	64%	21,813
Cathodic Protection	0	28	1%	1,464
Maint of Valves	0	705	23%	1,108
Valve Operation Program	0	0	0%	4,889
Maint of Mains	115	11,886	198%	7,783
Water Quality Maintenance	0	0	0%	718
Backflow Dev Inspection/Survey	0	1,057	18%	2,547
Maint of Copper Services	0	883	29%	9,708
Maint of PB Service Lines	477	19,771	68%	41,513
Maint of Meters	403	1,613	32%	2,467
Detector Check Assembly Maint	0	1,222	61%	0
Maint of Hydrants	0	0	0%	3,977
Hydrant Operation	0	0	0%	5,355
Single Service Installation	(4,377)	(6,342)	-	7,330
GASB68 Adjustment (Pension)	0	0	-	8,843
GASB75 Adjustment (OPEB)	0	0	-	1,115
<b>TRANSMISSION &amp; DISTRIBUTION</b>	<b>\$534</b>	<b>\$84,338</b>	<b>54%</b>	<b>\$142,478</b>
<b>CONSUMER ACCOUNTING</b>				
Meter Reading	\$1,073	\$8,064	67%	\$8,437
Collection Expense - Labor	0	0	0%	26
Uncollectable Accounts	0	0	0%	(298)
Distributed from Novato (3.6%)	1,341	14,792	114%	12,475
GASB68 Adjustment (Pension)	0	0	-	728
GASB75 Adjustment (OPEB)	0	0	-	92
<b>CONSUMER ACCOUNTING</b>	<b>\$2,413</b>	<b>\$22,856</b>	<b>82%</b>	<b>\$21,459</b>
<b>WATER CONSERVATION</b>				
Water Conservation Program	\$2,085	\$13,474	150%	\$7,221
GASB68 Adjustment (Pension)	0	0	-	364
GASB75 Adjustment (OPEB)	0	0	-	46
<b>TOTAL WATER CONSERVATION</b>	<b>\$2,085</b>	<b>\$13,474</b>	<b>150%</b>	<b>\$7,631</b>
<b>GENERAL AND ADMINISTRATIVE</b>				
Legal Fees	\$1,734	\$1,902	15%	\$0
Consulting Services/Studies	0	0	0%	898
Distributed from Novato (3.6%)	4,978	57,206	112%	63,467
GASB68 Adjustment (Pension)	4,828	58,217	-	0
<b>GENERAL &amp; ADMINISTRATIVE</b>	<b>\$11,539</b>	<b>\$117,324</b>	<b>183%</b>	<b>\$64,365</b>
<b>Depreciation (Note 5)</b>	<b>15,404</b>	<b>185,652</b>	<b>99%</b>	<b>186,922</b>
<b>TOTAL OPERATING EXPENSE</b>	<b>\$67,169</b>	<b>\$730,429</b>	<b>100%</b>	<b>\$741,819</b>
<b>OPERATING INCOME/(LOSS)</b>	<b>\$26,059</b>	<b>\$282,865</b>	<b>149%</b>	<b>\$156,965</b>

**WEST MARIN WATER  
DETAIL INCOME STATEMENT  
FOR THE PERIOD ENDING JUNE 30, 2020**

	<b>JUNE 2020</b>	<b>YEAR TO DATE ACTUAL</b>	<b>YTD/ BUDGET%</b>	<b>PRIOR YTD ACTUAL</b>
<b>NON-OPERATING REVENUE</b>				
Interest - General Funds	\$3,759	\$48,021	480%	\$35,595
Interest - FRC	0	2,053	23%	3,735
Interest - WC Fund	63	850	-	736
Interest - Bank of Marin Project Fund	1,467	21,397	143%	18,144
Rents & Leases	0	5,305	133%	5,150
Tax Proceeds - OL-2 G.O. Bond	0	6	-	6
Tax Proceeds - PR-2 Tax Allocation	2,656	55,673	99%	55,064
Other Non-Operating Revenue	29	32	-	686
<b>NON-OPERATING REVENUE</b>	<b>\$7,974</b>	<b>\$133,336</b>	<b>142%</b>	<b>\$119,116</b>
<b>NON-OPERATING EXPENSE</b>				
Bank of Marin Loan Interest Expense	\$1,816	\$23,631	98%	\$25,150
PRE-1 Revenue Bond Interest Exp	0	0	-	1,073
PR-6 Revenue Bond Interest Exp	0	0	-	2,576
Other Non-Operating Expense	0	704	-	810
<b>NON-OPERATING EXPENSE</b>	<b>\$1,816</b>	<b>\$24,335</b>	<b>101%</b>	<b>\$29,609</b>
<b>NET INCOME/(LOSS)</b>	<b>\$32,217</b>	<b>\$391,866</b>	<b>151%</b>	<b>\$246,472</b>
<b>BEGINNING FUND EQUITY</b>		\$6,685,965		\$6,431,493
NET INCOME/(LOSS)	32,217	391,866		246,472
CONTRIBUTED CAPITAL				
Connection Fees	0	0	-	8,000
PRIOR YEAR ADJUSTMENTS (Note 11c)	0	0		0
<b>ENDING FUND EQUITY</b>		<b>\$7,077,832</b>		<b>\$6,685,965</b>

**OCEANA MARIN SEWER  
DETAIL INCOME STATEMENT  
FOR THE PERIOD ENDING JUNE 30, 2020**

	<b>JUNE 2020</b>	<b>YEAR TO DATE ACTUAL</b>	<b>YTD/ BUDGET%</b>	<b>PRIOR YTD ACTUAL</b>
<b>OPERATING REVENUE</b>				
Sewer Service Charges	\$21,762	\$264,372	101%	\$252,720
<b>TOTAL OPERATING REVENUE</b>	<b>\$21,762</b>	<b>\$264,372</b>	<b>101%</b>	<b>\$252,720</b>
<b>OPERATING EXPENSE</b>				
<b>SEWAGE COLLECTION</b>				
Supervision & Engineering	\$440	\$26,634	76%	\$11,471
Inspection	0	0	0%	0
Maps & Records	0	56	-	0
Operating Expense	777	12,325	123%	15,344
Facilities Location	249	2,006	40%	2,141
Maint of Telemetry Equipment	141	3,614	120%	1,782
Maint of Lift Stations	0	17,509	250%	11,415
Maint of Manholes	0	0	0%	0
Maint of Sewer Mains	0	0	0%	2,637
Electric Power	1,545	14,082	117%	14,778
GASB68 Adjustment (Pension)	0	0	-	3,330
GASB75 Adjustment (OPEB)	0	0	-	420
<b>SEWAGE COLLECTION</b>	<b>\$3,152</b>	<b>\$76,225</b>	<b>96%</b>	<b>\$63,318</b>
<b>SEWAGE TREATMENT</b>				
Operating Expense	\$725	\$10,580	53%	\$21,042
Maint of Equipment	134	4,722	59%	8,846
Laboratory Direct Labor	0	4,107	51%	5,434
Lab Expense Distributed from Novato	20	2,229	111%	3,268
Electric Power	556	12,523	209%	9,224
GASB68 Adjustment (Pension)	0	0	-	1,093
GASB75 Adjustment (OPEB)	0	0	-	137
<b>SEWAGE TREATMENT</b>	<b>\$1,435</b>	<b>\$34,162</b>	<b>78%</b>	<b>\$49,046</b>
<b>SEWAGE DISPOSAL</b>				
Operating Expense	\$0	\$5,265	35%	\$4,035
Maint of Pump Stations	1,256	3,352	48%	1,936
Maint of Storage Ponds	540	12,314	77%	7,396
Maint of Irrigation Field	233	3,083	39%	382
GASB68 Adjustment (Pension)	0	0	-	936
GASB75 Adjustment (OPEB)	0	0	-	118
<b>SEWAGE DISPOSAL</b>	<b>\$2,029</b>	<b>\$24,013</b>	<b>52%</b>	<b>\$14,803</b>
<b>CONSUMER ACCOUNTING</b>				
Collection Expense - County of Marin	\$0	\$466	-	\$466
Distributed from Novato (0.6%)	134	1,696	85%	1,511
<b>CONSUMER ACCOUNTING</b>	<b>\$134</b>	<b>\$2,162</b>	<b>108%</b>	<b>\$1,977</b>

**OCEANA MARIN SEWER  
DETAIL INCOME STATEMENT  
FOR THE PERIOD ENDING JUNE 30, 2020**

	<b>JUNE 2020</b>	<b>YEAR TO DATE ACTUAL</b>	<b>YTD/ BUDGET%</b>	<b>PRIOR YTD ACTUAL</b>
<b>GENERAL AND ADMINISTRATIVE</b>				
Legal Fees	\$2,646	\$2,646	-	\$0
Distributed from Novato (1.1%)	1,817	20,878	91%	24,149
Liability Insurance	175	2,110	106%	1,775
GASB68 Adjustment	1,149	13,874	-	0
<b>GENERAL AND ADMINISTRATIVE</b>	<b>\$5,787</b>	<b>\$39,509</b>	<b>158%</b>	<b>\$25,925</b>
<b>Depreciation</b> (Note 5)	<b>3,698</b>	<b>46,048</b>	<b>124%</b>	<b>38,194</b>
<b>TOTAL OPERATING EXPENSE</b>	<b>\$16,235</b>	<b>\$222,119</b>	<b>95%</b>	<b>\$193,263</b>
<b>OPERATING INCOME/(LOSS)</b>	<b>\$5,527</b>	<b>\$42,253</b>	<b>151%</b>	<b>\$59,457</b>
<b>NON-OPERATING REVENUE</b>				
Rents & Leases	\$0	\$250	-	\$250
Interest - General Funds	1,164	10,762	135%	5,359
Interest - WC Fund	22	304	-	264
Tax Proceeds - OM-1/OM-3 Tax Alloc	2,844	59,346	99%	58,683
Other Non-Operating Revenue	17	234	-	0
<b>NON-OPERATING REVENUE</b>	<b>\$4,048</b>	<b>\$70,896</b>	<b>104%</b>	<b>\$64,555</b>
<b>NON-OPERATING EXPENSE</b>				
Other Non-Operating Expense	\$0	\$901	-	\$1,186
<b>NON-OPERATING EXPENSE</b>	<b>\$0</b>	<b>\$901</b>	<b>-</b>	<b>\$1,186</b>
<b>NET INCOME/(LOSS)</b>	<b>\$9,575</b>	<b>\$112,248</b>	<b>117%</b>	<b>\$122,826</b>
<b>BEGINNING FUND EQUITY</b>		<b>\$1,522,727</b>		<b>\$1,416,011</b>
<b>NET INCOME/(LOSS)</b>	<b>9,575</b>	<b>112,248</b>		<b>122,826</b>
<b>CONTRIBUTED CAPITAL</b>				
Contribution in Aid of Construction	0	0	-	0
Connection Fees	0	0	-	0
<b>PRIOR YEAR ADJUSTMENTS</b> (Note 11d)	<b>0</b>	<b>0</b>		<b>(16,110)</b>
<b>ENDING FUND EQUITY</b>		<b>\$1,634,975</b>		<b>\$1,522,727</b>

**NORTH MARIN WATER DISTRICT  
EQUIPMENT EXPENDITURES  
PERIOD ENDING June 30, 2020**

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	JUNE 2020	FYTD TOTAL	FY 19/20 BUDGET	(OVER) UNDER	Notes
<b>1 ADMINISTRATION</b>					
a. Website Upgrade	\$0	\$0	\$10,000	\$10,000	
b. Exchange Server Upgrade	0	0	7,000	7,000	
c. Timekeeping Software Upgrade	0	0	10,000	10,000	
	<u>\$0</u>	<u>\$0</u>	<u>\$27,000</u>	<u>\$27,000</u>	
<b>2 ENGINEERING</b>					
a. Copier	\$0	\$8,015	\$0	(\$8,015)	1,2
	<u>\$0</u>	<u>\$8,015</u>	<u>\$0</u>	<u>(\$8,015)</u>	
<b>3 OPERATIONS/MAINTENANCE</b>					
a. Metals Analyzer	\$0	\$0	\$68,000	\$68,000	1
b. 100 KW Towable Generator	0	61,431	90,000	28,569	
c. 45 KW Towable Generator (2)	0	77,489	50,000	(27,489)	
d. Portable Light Generator	0	0	12,000	12,000	
	<u>\$0</u>	<u>\$138,920</u>	<u>\$220,000</u>	<u>\$81,080</u>	
<b>4 VEHICLE &amp; ROLLING EQUIPMENT EXPENDITURES</b>					
a. 1/2 ton 2WD Pick-Up w/Tool Box & Radio	\$0	\$0	\$28,000	\$28,000	1
b. Vacuum Excavator	0	116,965	130,000	13,035	1
c. Hybrid SUV w/Radio	0	0	28,000	28,000	1
d. Truck Bed Body for 5-Yard Diesel Dump Truck	0	21,205	0	(21,205)	1
	<u>\$0</u>	<u>\$138,170</u>	<u>\$186,000</u>	<u>\$47,830</u>	
<b>TOTAL EQUIPMENT EXPENDITURES</b>	<u>\$0</u>	<u>\$285,105</u>	<u>\$433,000</u>	<u>\$147,895</u>	

**Notes:**

(1) Replacement item.

(2) Not budgeted for FY20. Unused funds from Item 1c were used for this purchase.

**NORTH MARIN WATER DISTRICT  
EXPENDITURES BY CATEGORY  
FOR PERIOD ENDING JUNE 30, 2020**

OPERATING EXPENSE		Novato	Recycled	West Marin	Oceana Marin	YTD Total	Annual Budget	YTD Budget %	Prior YTD Actual	% Change
1	Salaries & Benefits	\$5,978,843	\$35,343	\$235,810	\$53,006	\$6,303,003	\$6,226,000	101%	\$5,760,487	9 %
2	Water Purchases	6,623,534	351,575	0	0	6,975,108	5,985,000	117%	5,383,443	29 %
3	Depreciation	2,660,688	473,828	185,652	46,048	3,366,216	3,528,000	95%	3,451,154	-2 %
4	Materials, Services & Supplies	1,804,551	85,962	56,334	51,223	1,998,070	1,910,000	105%	1,982,542	0 %
5	Consulting Services/Studies	140,301	3,250	0	0	143,551	335,000	43%	305,543	-53 %
6	Chemicals	503,664	2,748	3,332	0	509,744	484,000	105%	386,599	31 %
7	Electric Power	499,138	3,900	59,756	25,993	588,788	513,000	115%	504,950	16 %
8	Vehicles and Equipment (Distrib)	209,681	1,490	16,915	4,165	232,250	317,000	73%	256,393	-9 %
9	Tools & Supplies (Distrib)	272,710	1,943	19,201	3,125	296,979	177,000	168%	272,723	8 %
10	Retiree Medical Expenses	186,221	0	0	0	186,221	172,000	108%	197,855	-5 %
11	Water Conservation Rebates	24,339	0	250	0	24,589	104,000	24%	33,300	-26 %
12	Insurance & Claims	109,939	0	0	2,110	112,049	173,000	65%	100,815	11 %
13	Office Supplies & Postage	81,853	0	0	0	81,853	102,000	80%	138,737	-41 %
14	GASB 68 Adjustments	1,294,648	8,248	58,217	13,874	1,374,987	0	-	520,174	-
15	Overhead Charges (Gain)/Loss	(331,882)	0	0	0	(331,882)	(39,000)	851%	905,405	-136 %
16	Distributed Costs (Lab,G&A,ConsAcctg)	(564,016)	54,441	94,963	22,574	(392,038)	(366,000)	107%	(377,821)	3 %
17	<b>Total Operating Expense</b>	<b>\$19,494,213</b>	<b>\$1,022,728</b>	<b>\$730,429</b>	<b>\$222,119</b>	<b>\$21,469,489</b>	<b>\$19,621,000</b>	<b>109%</b>	<b>\$19,822,299</b>	<b>8 %</b>
18	Interest Expense & Other	494,131	280,694	24,335	901	800,060	870,000	92%	670,772	19 %
22 19	<b>Total Expense</b>	<b>\$19,988,344</b>	<b>\$1,303,421</b>	<b>\$754,764</b>	<b>\$223,020</b>	<b>\$22,269,549</b>	<b>\$20,491,000</b>	<b>109%</b>	<b>\$20,493,071</b>	<b>8 %</b>
<b><u>Warehouse, Shop &amp; Yard</u></b>										
20	Salaries & Benefits	\$207,377	\$0	\$0	\$0	\$207,377	\$267,000	78%	\$183,329	13 %
21	Materials, Services & Supplies	283,381	0	0	0	283,381	339,000	84%	(\$68,655)	-512 %
22	Depreciation	154,770	0	0	0	154,770	0	0%	\$118,153	30 %
23	Distributed Costs	(645,529)	0	0	0	(645,529)	(606,000)	107%	(232,827)	177 %
24	<b>Total W/H, Shop &amp; Yard</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>-</b>	<b>\$0</b>	<b>-</b>
<b><u>District Capital Outlay</u></b>										
25	Salaries & Benefits	\$285,239	\$4,288	\$144,408	\$14,934	\$448,868	\$628,000	71%	\$548,155	-18 %
26	Equipment Expenditures	285,105	0	0	0	285,105	355,000	80%	118,579	140 %
27	Debt Principal Payments	1,139,575	667,381	47,127	0	1,854,083	2,279,000	81%	2,151,005	-13 %
28	Materials, Services & Supplies	1,660,139	2,297	876,096	142,611	2,681,143	5,086,000	53%	3,294,174	-18 %
29	<b>Total District Capital Outlay</b>	<b>\$3,370,058</b>	<b>\$673,965</b>	<b>\$1,067,631</b>	<b>\$157,544</b>	<b>\$5,269,198</b>	<b>\$8,348,000</b>	<b>63%</b>	<b>\$6,111,912</b>	<b>-13 %</b>
<b><u>Developer Funded Projects</u></b>										
30	Salaries & Benefits	\$308,974	\$0	\$624	\$0	\$309,598	\$208,000	149%	\$270,384	14 %
31	Materials, Services & Supplies	569,356	0	1,561	(1,051)	569,866	131,000	435%	193,501	194 %
32	<b>Total Developer Projects</b>	<b>\$878,330</b>	<b>\$0</b>	<b>\$2,184</b>	<b>\$(1,051)</b>	<b>\$879,464</b>	<b>\$339,000</b>	<b>259%</b>	<b>\$463,885</b>	<b>89 %</b>
33	<b>Total</b>	<b>\$24,236,732</b>	<b>\$1,977,386</b>	<b>\$1,824,579</b>	<b>\$379,514</b>	<b>\$28,418,211</b>	<b>\$29,178,000</b>	<b>97%</b>	<b>\$27,068,868</b>	<b>4 %</b>

**NORTH MARIN WATER DISTRICT  
VEHICLE FLEET ANALYSIS  
FOR PERIOD ENDING JUNE 30, 2020**

Fiscal Year to Date								Vehicle Cost per Mile			
Year	Description	Veh#	Assigned	Mileage	Expense <sup>1</sup>	Recovery <sup>2</sup>	Gain/(Loss)	Mileage	Life to Date	FYTD20	FYTD19
1	2002 Chev K1500 4x4	47	Construction	2,016	\$1,342	\$1,463	\$121	149,136	\$0.38	\$0.67	\$0.62
2	2003 Dodge Dakota 4x4	49	STP	5,726	\$3,932	\$3,878	(\$54)	116,962	\$0.43	\$0.69	\$0.42
3	2004 Chev C1500	53	Construction	468	\$789	\$42	(\$747)	132,748	\$0.46	\$1.69	\$0.40
4	2004 Chev C1500 Xtra Cab	54	Pool	2,908	\$1,012	\$854	(\$158)	109,681	\$0.46	\$0.35	\$0.52
5	2005 Ford Ranger	58	FSR/Pool	661	\$673	\$466	(\$208)	133,190	\$0.46	\$1.02	\$0.59
6	2007 Chev Colorado	504	Pool	7,858	(\$4,630)	(\$14)	\$4,616	88,841	\$0.42	(\$0.59)	\$0.45
7	2008 Ford F250 4x4	505	Maintenance	5,626	(\$11,536)	\$4,893	\$16,429	106,715	\$0.78	(\$2.05)	\$0.65
8	2008 Ford F250 4x4	506	STP	2,909	(\$7,889)	\$4,277	\$12,166	79,364	\$0.78	(\$2.71)	\$1.10
9	2008 Chev Colorado 4x4	509	Engineering	5,153	\$2,524	\$5,807	\$3,283	111,893	\$0.36	\$0.49	\$0.57
10	2009 Toyota Prius Hybrid	510	Sold in Jan 2020	1,271	\$863	\$217	(\$646)	134,302	\$0.19	\$0.68	\$0.15
11	2010 Ford F150 4x4	511	STP	3,849	\$2,319	\$2,282	(\$37)	90,849	\$0.51	\$0.60	\$1.17
12	2010 Ford F150	512	Elec/Mech	5,025	\$3,945	\$5,859	\$1,914	114,687	\$0.50	\$0.79	\$0.49
13	2010 Ford F150	513	Construction	4,436	\$3,120	\$2,093	(\$1,027)	87,394	\$0.48	\$0.70	\$0.45
14	2012 Ford F250	515	Reed	7,624	\$6,756	\$12,628	\$5,872	68,777	\$0.64	\$0.89	\$0.68
15	2012 Ford F250	516	Castellucci	6,832	\$5,785	\$11,176	\$5,390	74,632	\$0.56	\$0.85	\$0.53
16	2014 Ford F150	517	Kurfirist	1,671	\$6,598	\$4,638	(\$1,961)	15,228	\$0.80	\$3.95	\$0.49
17	2015 Ford F250 4x4	518	Ocodhain	10,652	\$7,691	\$13,856	\$6,165	92,660	\$0.44	\$0.72	\$0.43
18	2015 Ford Escape 4X4	520	Arendell	13,690	\$5,991	\$9,147	\$3,157	79,255	\$0.29	\$0.44	\$0.30
19	2015 Ford F150 4X4	521	Watkins/Shop	3,786	\$3,154	\$3,056	(\$98)	43,976	\$0.34	\$0.83	\$0.35
20	2016 Nissan Frontier	522	Roberto	9,215	\$3,889	\$7,849	\$3,960	50,593	\$0.39	\$0.42	\$0.43
21	2017 Ford Escape 4X4	523	Lab	4,144	\$2,363	\$3,432	\$1,069	23,757	\$0.34	\$0.57	\$0.31
22	2016 Nissan Frontier	524	Bynum	7,193	\$4,366	\$6,990	\$2,624	30,235	\$0.45	\$0.61	\$0.41
23	2018 Ford Cargo Van	526	On-Call	5,994	\$2,283	\$729	\$2,624	15,177	\$0.65	\$0.38	\$0.28
24	2018 Dodge Ram 2500	527	Rupp	9,571	\$6,457	\$11,061	(\$1,554)	17,595	\$0.72	\$0.67	\$0.77
25	2019 Chev Colorado 4x4	528	Stompe	4,813	\$1,635	\$3,019	\$4,603	7,735	\$0.59	\$0.34	\$0.99
26	2019 NISSAN ROGUE	531	Clark	8,740	\$4,068	\$4,489	\$1,384	8,740	\$0.49	\$0.47	-
27	2019 NISSAN ROGUE	532	Eng/Wtr Consv	1,549	\$1,132	\$1,012	\$421	1,549	\$0.85	\$0.73	-
28	2019 NISSAN FRONTIER	533	Castellucci	3,197	\$1,158	\$1,732	(\$120)	3,360	\$0.53	\$0.36	\$3.78
29	2019 FORD F-150 2WD	534	Grisso	1,085	\$690	\$1,657	\$574	3,985	\$0.17	\$0.64	-
30	2019 FORD F-150 4x4	535	STP	3,822	\$1,369	\$1,781	\$967	3,985	\$0.34	\$0.36	-
31	2020 CHEVROLET COLORADO 2WI	536	Rodriguez	1,188	\$1,249	\$802	\$412	3,985	\$0.31	\$1.05	-
32	2020 FORD F250 4X4	537	Kehoe, Chris	3,822	\$1,754	\$2,061	(\$448)	3,985	\$0.44	\$0.46	-
33	2020 FORD F250 4X4	538	STP	1,188	\$1,319	\$42	\$307	3,985	\$0.33	\$1.11	-
34	2020 FORD F150 2WD	539	Pool	3,822	\$176	\$0	(\$1,277)	3,985	\$0.04	\$0.05	-
35	2020 FORD F150 2WD	540	LeBrun	1,188	\$295	\$336	(\$176)	3,985	\$0.07	\$0.25	-
Total 3/4 Ton & Under				162,692	66,643	133,606	69,545	2,016,926	\$0.46	\$0.41	\$0.49
1	1999 Ford F350 W/Svc Body	19	Pool	646	\$970	\$2,226	\$1,256	138,265	\$0.00	\$1.50	\$0.00
2	2002 Int'l 5 Yd Dump	44	Construction	3,066	\$7,774	\$18,893	\$11,119	108,505	\$1.78	\$2.54	\$1.64
3	1999 Ford F550 3-Yd Dump °	52	Construction	2,174	\$1,802	\$5,670	\$12,674	98,501	\$0.00	\$0.83	\$0.00
4	2006 Int'l 4300 Crew	503	Bergstrom	2,413	\$7,052	\$19,726	\$12,674	48,520	\$2.53	\$2.92	\$2.29
5	2009 Peterbilt 325 Crew	508	Breit/Crew	2,169	\$7,517	\$25,648	\$18,131	38,683	\$2.28	\$3.47	\$2.94
6	2012 Int'l 5 Yd Dump	514	Rupp	3,289	\$7,236	\$19,586	\$12,350	43,807	\$1.48	\$2.20	\$1.15
7	2015 Int'l 5 Yd Dump	519	Sjoblom	4,867	\$15,682	\$19,306	\$3,624	40,245	\$1.35	\$3.22	\$1.30
8	2017 Ford F350 4x4	525	Ielmorini/Davenport	9,425	\$8,378	\$20,790	\$12,412	32,910	\$0.63	\$0.89	\$0.62
9	2019 FORD F550 3 YD DUMP	530	Construction	1,778	\$3,853	\$9,534	\$5,681	1,778	\$2.71	\$2.17	-
Total 1 Ton & Over				29,827	\$60,264	\$141,379	\$89,921	551,214	\$1.38	\$2.02	\$1.37

<sup>1</sup> Expense amount shown excludes depreciation (approximately \$84,000 for FY20).

<sup>2</sup> Recovery is the amount charged to projects and operations to recover the expense of owning and operating the vehicle. Commencing 7/1/17 the recovery rate for vehicles 3/4-ton and under is

\$7/hr and the recovery rate for vehicles 1-ton and over is \$14/hr. An additional 50% is charged to developer projects to reflect the fair market value of the vehicle being used.

<sup>3</sup> Purchased used in 2004 with 32,500 miles. Mileage shown is total incurred since District purchase.

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**NORTH MARIN WATER DISTRICT  
WATER CONSERVATION PROGRAM DETAIL  
PERIOD ENDING June 30, 2020**

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Description			COST THRU JUNE 2019	JUNE 2020	FYTD TOTAL	FY 19/20 BUDGET	(OVER) UNDER	TOTAL COST
<b>NOVATO</b>								
a. Residential								
1-7700-01	1-7700-26	1 Cash for Grass	\$424,575	\$876	\$11,840	\$35,000	\$23,160	\$436,415
1-7700-02	1-7700-27	2 Landscape Efficiency Rebates	24,065	100	843	5,000	4,157	24,907
1-7700-03		3 Fixtures Purchases	53,020	0	500	5,000	4,500	53,519
1-7700-06	1-7700-28	4 Washing Machine Rebates	349,202	0	1,946	5,000	3,054	351,148
1-7700-07		5 Demonstration Garden Improvements	55,105	0	0	1,000	1,000	55,105
1-7700-11	1-7700-29	6 Toilet Rebate SF	1,001,289	1,435	18,265	18,000	(265)	1,019,555
1-7700-12	1-7700-30	7 Toilet Rebate MF	18,261	0	246	2,000	1,754	18,507
1-7700-13		8 Residential Audits	447,287	2,412	27,443	65,000	37,557	474,729
1-7700-15		9 High Efficiency Toilet Distribution	242,177	0	0	0	0	242,177
1-7700-16		10 Water Waste Ordinance Monitoring	92,441	0	298	7,000	6,702	92,739
1-7700-17	1-7700-31	11 Swimming Pool Cover Rebate	3,464	0	83	1,000	917	3,547
1-7700-19	1-7700-32	12 ET Controller Rebate	35,660	1,118	5,350	5,000	(350)	41,010
1-7700-08		13 Administration	1,534,674	9,591	116,077	130,000	13,923	1,650,751
1-7700-20		14 New Development Wtr Cons Program	101,232	834	14,890	15,000	111	116,121
1-7700-21	1-7700-33	15 Demand Offset Rebate Program	2,816	0	1,027	2,000	973	3,843
1-7700-23		16 Grant Administration	3,300	0	0	1,000	1,000	3,300
1-7700-24	1-7700-34	17 Hot Water Recirculation Rebate	2,416	0	75	2,000	1,925	2,491
1-7700-25		18 Residential Fill Station	66,421	0	0	0	0	66,421
b. Commercial								
1-7701-02	1-7701-05	1 Toilet Rebate Program	67,361	0	200	10,000	9,800	67,561
1-7701-03	1-7701-04	2 Commercial Audits	29,291	417	6,281	9,000	2,719	35,572
c. Public Outreach/Information								
1-8672-16		1 Fall Newsletter	77,971	0	11,487	8,000	(3,487)	89,458
1-8672-17		2 Spring Newsletter	94,888	5,155	9,071	9,000	(71)	103,959
1-8672-18		3 Summer Newsletter	20,290	0	0	0	0	20,290
1-7700-04		4 Public Outreach / H <sub>2</sub> O Fair	142,144	17,649	94,053	17,000	(77,053)	236,197
1-7700-05		5 Marketing	161,983	0	10,925	15,000	4,075	172,908
1-7700-22		6 Public Outreach/Leadership Novato	11,327	0	0	0	0	11,327
d. Large Landscape								
1-8653-02		1 Large Landscape Audits	90,824	0	965	3,000	2,035	91,788
1-7702-01		2 Large Landscape Budgets	38,567	0	1,556	1,000	(556)	40,123
1-7702-02	1-7702-04	3 Large Landscape Irrig Efficiency Rebates	14,460	0	500	4,000	3,500	14,960
1-8653-01		4 CIMIS Station Maintenance	19,496	15	263	2,000	1,737	19,760
1-7702-03		5 Administration-Large Landscape	89,859	417	14,033	13,000	(1,033)	103,892
<b>TOTAL NOVATO WATER CONSERVATION</b>			<b>\$5,315,864</b>	<b>\$40,019</b>	<b>\$348,217</b>	<b>\$390,000</b>	<b>\$41,783</b>	<b>\$5,664,080</b>
<b>WEST MARIN WATER</b>								
2-5166-00		a. Water Conservation Program	\$104,061	\$2,085	\$13,474	\$9,000	(\$4,474)	\$117,535
<b>TOTAL WATER CONSERVATION EXPENDITURES</b>			<b>\$104,061</b>	<b>\$2,085</b>	<b>\$13,474</b>	<b>\$9,000</b>	<b>(\$4,474)</b>	<b>\$117,535</b>



**NORTH MARIN WATER DISTRICT  
CAPITAL IMPROVEMENT PROJECTS  
PERIOD ENDING June 30, 2020**

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Description		COST THRU JUNE 2019	JUNE 2020	FYTD TOTAL	FY 19/20 BUDGET	(OVER)/UNDER BUDGET	TOTAL COST
<b>1 PIPELINE REPLACEMENTS/ADDITIONS</b>							
a. Main/Pipeline Replacements							
1-7183-00	1 Replace Plastic thin Walled Pipe < 4-inch	\$0	\$1,627	\$15,329	\$150,000	\$134,671	\$15,329
	2 Other Main Replacements (60+ years old)	0	0	0	200,000	200,000	0
1-7186-00	3 Main Replacement-Grant Ave CI Pipe Repl W/PVC	0	0	5,665	0	(5,665)	5,665
b. Main/Pipeline Additions							
1-7150-00	1 San Mateo Inlet/Outlet Pipe (2,200')	56,760	11,692	80,580	50,000	(30,580)	137,340
c. PB Service Line Replacements							
1-7139-xx	1 Repl PB in Sync w/City Paving (30 Svcs)	0	0	0	70,000	70,000	0
1-7139-22	2 Repl PB-Hatch Rd & Mill Rd (13)	0	6,896	42,087	0	(42,087)	42,087
1-7123-xx	3 Other PB Replacements (80 Svcs)	0	0	0	80,000	80,000	0
1-7123-24	4 Repl PB-Lanham Village (32)	73,577	195	32,039	0	(32,039)	105,615
1-7123-26	5 Repl PB-MCC Estates (23)	0	195	111,243	0	(111,243)	111,243
d. Relocations to Sync w/City & County CIP							
1-8737-xx	1 Other Relocations	0	0	0	70,000	70,000	0
<b>TOTAL PIPELINE REPLACEMENTS/ADDITIONS</b>		<b>\$130,337</b>	<b>\$20,604</b>	<b>\$286,942</b>	<b>\$620,000</b>	<b>\$333,058</b>	<b>\$417,279</b>
e. Aqueduct Replacements & Enhancements							
1-7118-02	1 MSN B2-Utility Agreement Costs <sup>1</sup>	\$97,736	\$2,031	\$20,510	\$0	(\$20,510)	\$118,247
1-7118-11	2 AEEP Post Construction Costs	11,533	5,723	7,974	0	(7,974)	19,507
		<b>\$109,269</b>	<b>\$7,754</b>	<b>\$28,484</b>	<b>\$0</b>	<b>(\$28,484)</b>	<b>\$137,753</b>
<b>2 SYSTEM IMPROVEMENTS</b>							
1-7007-13	a. Detector Check Assembly Repair/Repl (~14/yr)	\$0	\$3,345	\$89,725	\$100,000	\$10,275	\$89,725
1-7090-04	b. Anode Installations (150/yr)	0	0	264	10,000	9,736	264
1-7178-00	c. Asset Management Software Procurement/Implementation	74,499	0	201,670	163,000	(38,670)	276,168
1-7136-00	d. Facilities Security Enhancements	67,986	0	649	25,000	24,351	68,635
1-7181-00	e. Novato Fair Shopping Center-Backflow	7,725	0	1,137	0	(1,137)	8,862
1-7158-00	f. Advanced Meter Information Retrofit	5,696,348	0	98,054	0	(98,054)	5,794,402
<b>TOTAL SYSTEM IMPROVEMENTS</b>		<b>\$5,846,558</b>	<b>\$3,345</b>	<b>\$391,498</b>	<b>\$298,000</b>	<b>(\$93,498)</b>	<b>\$6,238,056</b>
<b>3 BUILDINGS, YARD, &amp; S.T.P. IMPROVEMENTS</b>							
a. Administration Building							
1-6501-44	1 Office/Yard Building Renovation <sup>2</sup>	\$79,285	\$19	\$30,651	\$900,000	\$869,349	\$109,936
1-6501-47	2 Office Roof Renovation	0	0	206,672	0	(206,672)	206,672
b. Corp Yard/Warehouse/Construction Office							
1-6502-47	1 Other Yard Improvements	0	173	173	30,000	29,827	173
c. Stafford Treatment Plant							
1-6600-69	1 Dam Concrete Repair (Apron)	195,455	0	54,756	50,000	(4,756)	250,211
1-6600-96	2 Leveroni Creek Embankment Repair	2,907	0	42,817	191,000	148,183	45,724
1-6600-xx	3 Other Treatment Plant Improvements	0	0	0	114,000	114,000	0
1-6600-97	4 Efficiency Improvements	0	0	0	100,000	100,000	0
1-6600-82	5 STP Generator	0	0	147,667	400,000	252,333	147,667
1-6600-92	6 STP-Chemical System Upgrades	8,946	0	60,050	0	(60,050)	68,996
1-6600-98	7 STP-Backwash Pond 30" Isolation Valve	0	8,390	21,145	0	(21,145)	21,145
1-6600-99	8 STP-Outlet Valve Replacement	0	(8,390)	0	0	0	0
1-6600-34	9 STP-High Service Pump #3 Replacement	0	0	15,803	0	(15,803)	15,803
1-6600-38	10 STP-High Service Road Repair	0	0	14,673	0	(14,673)	14,673
1-6600-39	11 STP-Replace Chlorine Control System	0	10,787	10,787	0	(10,787)	10,787
<b>TOTAL BUILDING, YARD, &amp; STP IMPROVEMENTS</b>		<b>\$286,593</b>	<b>\$10,979</b>	<b>\$605,194</b>	<b>\$1,785,000</b>	<b>\$1,179,806</b>	<b>\$891,787</b>

**NORTH MARIN WATER DISTRICT  
CAPITAL IMPROVEMENT PROJECTS  
PERIOD ENDING June 30, 2020**

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Description	COST THRU JUNE 2019	JUNE 2020	FYTD TOTAL	FY 19/20 BUDGET	(OVER)/UNDER BUDGET	TOTAL COST
<b>4 STORAGE TANKS &amp; PUMP STATIONS</b>						
a. Tank Construction						
1-6207-20 1 Old Ranch Rd Tank Replacement	\$50,687	\$11,532	\$92,065	\$150,000	\$57,935	\$142,752
b. Tank Rehabilitation						
1-7170-00 1 Hydropneumatic Tank Repairs	15,145	0	0	30,000	30,000	15,145
1-6205-22 2 Cherry Hill #2 Recoat	16,754	506	369,080	400,000	30,920	385,833
1-6112-24 c. Lynwood Pump Station Motor Control Center	127,093	0	22,974	320,000	297,026	150,067
1-6141-00 d. Crest P.S.(Design/Const)/Reloc School Rd P.S.	124,870	5,640	101,995	635,000	533,005	226,865
1-6111-21 e. Indian Hills PS-Bypass	946	0	6,192	0	(6,192)	7,138
1-6116-21 f. Rockrose PS-Bypass	901	0	6,609	0	(6,609)	7,511
1-6105-20 g. Diablo PS-Bypass	710	0	0	0	0	710
1-7184-00 h. Quick Connects-Generators (16)	0	0	36,071	0	(36,071)	36,071
<b>TOTAL STORAGE TANKS &amp; PUMP STATIONS</b>	<b>\$337,106</b>	<b>\$17,677</b>	<b>\$634,986</b>	<b>\$1,535,000</b>	<b>\$900,014</b>	<b>\$972,091</b>
<b>5 RECYCLED WATER</b>						
5-7127-00 a. NBWRA Grant Program Administration	\$1,314,750	\$0	\$0	\$20,000	\$20,000	\$1,314,751
b. Other Recycled Water Expenditures	0	0	0	100,000	100,000	0
5-6058-10 c. Expansion to Central Area <sup>3</sup>	1,095,783	0	0	0	0	1,095,783
5-6058-15 d. RW Central Right of Way Costs <sup>3</sup>	89,486	0	108	0	(108)	89,594
5-6058-20 e. RW Central Private Onsite Retrofit	864,456	0	3,437	0	(3,437)	867,892
5-6058-40 f. RW Central-West Side Const	6,874,562	0	702	0	(702)	6,875,264
5-6058-50 g. RW Central-Norman Tank Rehab/Const	1,122,107	0	2,337	0	(2,337)	1,124,445
5-7162-02 h. South Novato Dual Plumbed Shell Loop	0	(182)	0	0	0	0
<b>TOTAL RECYCLED WATER</b>	<b>\$11,361,145</b>	<b>(\$182)</b>	<b>\$6,584</b>	<b>\$120,000</b>	<b>\$113,416</b>	<b>\$11,367,729</b>
<b>6 WEST MARIN WATER SYSTEM</b>						
2-6263-20 a. Replace PRE Tank #4A (25K Gal w/125K Gal)	\$235,454	\$181,817	\$343,309	\$550,000	\$206,691	\$578,764
2-6609-20 b. New Gallagher Well #2	8,720	0	73,895	75,000	1,105	82,616
2-8829-00 c. PB Replace in Sync w/County Paving	1,455	0	0	50,000	50,000	1,455
2-7182-00 d. WM Brominated-TTHM Reduction	20,482	0	47,256	300,000	252,744	67,738
2-8912-00 e. Lagunitas Bridge Pipeline Replacement	18,742	104	13,615	200,000	186,385	32,357
2-8737-07 f. Olema Creek Bridge Replacement	1,010	0	703	35,000	34,297	1,714
2-6130-23 g. Olema PS Wireless to Tank	0	8,468	8,468	20,000	11,532	8,468
2-7123-25 h. PB Replacement-Drakes View Dr	1,814	195	66,264	0	(66,264)	68,078
2-7185-00 i. Gallagher Ranch Streambank Stabilization	0	157,929	386,826	0	(386,826)	386,826
2-6130-24 j. Olema Pump Station Pump Replacement	0	0	7,270	0	(7,270)	7,270
2-7123-27 k. PB Replacement-SR 1 Pt Reyes (32)	0	72,229	75,876	0	(75,876)	75,876
<b>TOTAL WEST MARIN WATER SYSTEM</b>	<b>\$287,677</b>	<b>\$420,742</b>	<b>\$1,023,482</b>	<b>\$1,230,000</b>	<b>\$206,518</b>	<b>\$1,311,159</b>
<b>7 OCEANA MARIN SEWER SYSTEM</b>						
8-8672-28 a. Infiltration Repair	\$39,195	\$0	\$38,618	\$40,000	\$1,382	\$77,813
8-7085-04 b. Tahiti Way Lift Pump 1 Assembly	0	0	9,489	15,000	5,511	9,489
8-7173-00 c. OM Treatment Pond Rehab-404 Grant-FEMA	47,789	8,240	109,438	0	(109,438)	157,227
<b>TOTAL OCEANA MARIN SEWER SYSTEM</b>	<b>\$86,984</b>	<b>\$8,240</b>	<b>\$157,544</b>	<b>\$55,000</b>	<b>(\$102,544)</b>	<b>\$244,528</b>
<b>TOTAL PROJECT EXPENDITURES</b>	<b>\$18,445,668</b>	<b>\$489,159</b>	<b>\$3,134,715</b>	<b>\$5,643,000</b>	<b>\$2,508,285</b>	<b>\$21,580,383</b>

**NORTH MARIN WATER DISTRICT  
CAPITAL IMPROVEMENT PROJECTS  
PERIOD ENDING June 30, 2020**

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Description	COST THRU JUNE 2019	JUNE 2020	FYTD TOTAL	FY 19/20 BUDGET	(OVER)/UNDER BUDGET	TOTAL COST
<b>8 LESS FUNDED BY GRANTS, LOANS &amp; REIMBURSEMENTS</b>						
<u>(Accrued)/Deferred</u>						
a. MSN Aqueduct Caltrans Reimb-Segment B2 <sup>1</sup>	(\$26,372)	(\$2,031)	(\$20,510)	\$0	\$20,510	(\$46,882)
<b>FUNDING BY OTHERS (ACCRUED)/DEFERRED</b>	(\$26,372)	(\$2,031)	(\$20,510)	\$0	\$20,510	(\$46,882)
<u>Received</u>						
a. MSN Aqueduct Caltrans Reimb-Segment B2 <sup>4</sup>	(\$59,974)	\$0	\$0	\$0	\$0	(\$59,974)
b. Office/Yard Building Renovation <sup>2</sup>	0	0	0	(900,000)	(900,000)	0
<b>FUNDING BY OTHERS RECEIVED</b>	(\$59,974)	\$0	\$0	(\$900,000)	(\$900,000)	(\$59,974)
<b>NET PROJECT EXPENDITURES</b>	<b>\$18,359,322</b>	<b>\$487,127</b>	<b>\$3,114,204</b>	<b>\$4,743,000</b>	<b>\$1,628,796</b>	<b>\$21,473,527</b>

CIP SUMMARY-GROSS EXPENDITURES:	Current Month	FYTD Total	FY 19/20 Budget	FYTD/ Budget%
Novato Water Capital Projects	\$60,360	\$1,947,104	\$4,238,000	46%
Novato Recycled Water Capital Projects	(182)	6,584	120,000	5%
West Marin Water Capital Projects	420,742	1,023,482	1,230,000	83%
Oceana Marin Sewer Capital Projects	8,240	157,544	55,000	286%
<b>Gross Capital Improvement Project Outlays</b>	<b>\$489,159</b>	<b>\$3,134,715</b>	<b>\$5,643,000</b>	<b>56%</b>

CIP SUMMARY-NET EXPENDITURES:	Current Month	FYTD Total	FY 19/20 Budget	FYTD/ Budget%
Novato Water Capital Projects	\$58,328	\$1,926,593	\$3,338,000	58%
Novato Recycled Water Capital Projects	(182)	6,584	120,000	5%
West Marin Water Capital Projects	420,742	1,023,482	1,230,000	83%
Oceana Marin Sewer Capital Projects	8,240	157,544	55,000	286%
<b>Net Capital Improvement Project Outlays</b>	<b>\$487,127</b>	<b>\$3,114,204</b>	<b>\$4,743,000</b>	<b>66%</b>

**Notes to Capital Improvement Projects Schedule:**

- (1) Funding provided 100% by Caltrans.  
(2) Office/Yard Refurbish to be funded by Bank Loan.

<b>CONSULTING SERVICES/STUDIES</b>						
1-4055-00	a. Stafford Lake Sanitary Survey	\$20,761	\$65	\$5,635	\$15,000	\$9,365
1-4057-00	b. Local Water Supply Enhancement Study	0	0	0	25,000	25,000
1-7039-02	c. Novato Water Master Plan Update	176,896	0	3,412	0	(3,412)
1-4058-20	d. 2019 Cost of Service Study	9,970	7,351	60,614	50,000	(10,614)
1-4059-00	e. Stafford Lake Water Rights Update	0	0	273	50,000	49,727
1-4073-00	f. Surplus Property	200	0	7,792	0	(7,792)
1-4076-00	g. CVRA-Trans From At-Large Elections	56,898	0	7,229	15,000	7,771
1-4077-00	h. Potter Valley Project FERC Relicensing	0	819	12,071	10,000	(2,071)
1-7140-01	i. Stafford Dam EAP & Inundation Mapping Updates	0	0	0	10,000	10,000
1-4050-01	j. Urban Water Management Plan	0	0	17,053	20,000	2,948
1-4060-00	k. STP Efficiency Improvements	75,221	0	9,522	0	(9,522)
1-6501-43	l. Electronic Document Management System	0	0	4,427	70,000	65,573
1-4078-00	m. COVID Impacts-Safety	0	6,249	6,249	0	(6,249)
1-4079-00	n. COVID Impacts-Bldg Maintenance	0	0	0	0	0
		<b>\$339,946</b>	<b>\$14,484</b>	<b>\$134,275</b>	<b>\$265,000</b>	<b>\$130,725</b>
						<b>\$474,221</b>

## 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. The restricted cash Wohler Pipeline Financing Fund account and the related reserve account have been closed as of 10/31/18.

**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. The restricted cash Collector #6 Financing Fund account and the related reserve account have been closed as of 10/31/18.

**Bank of Marin Project Fund:** The District received an \$8 million loan from the Bank of Marin in October 2011 to fund the Aqueduct Energy Efficiency Project. The 20-year, 3.54% annual percentage rate loan requires monthly payments of \$46,067 and will be fully amortized on 10/27/2031. In June 2012 the Board authorized reallocating \$1 million of this loan to West Marin Water to repay Novato Water \$223,000 owed for previous loans to fund Long Range Improvement Projects and the remainder to fund the Solids Handling Facility at the Point Reyes Water Treatment Plant. The unexpended fund balance accrues interest monthly.

**Deer Island 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 Deer Island Recycled Water Treatment Plant. 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.

**Recycled Water Capital Replacement and Expansion Fund:** The 2011 Interagency Agreements for Recycled Water between NSD, LGVSD & NMWD require that any payments to the Distributor (NMWD) by the End User (Consumers) in excess of actual costs (marginal payments) shall be deposited in this fund. Operation and Maintenance Costs are defined as the actual cost of: labor (including general and administrative overhead plus tools and supplies normally applied), equipment and vehicle charges, consumables (such as chemicals and electrical power), and spare parts and/or replaced components necessary to reliably treat and deliver recycled water to the End Users. Operation and Maintenance Costs do not include costs for major capital replacement or process changes. A payment of \$305,711 was made to Novato Sanitary District in December 2019 for the Clearwell Improvement Project.

**Tax Receipts held in Marin County Treasury:** Balance of tax proceeds collected and disbursed by the County of Marin for repayment of the Olema (OL-2) general obligation bond debt. The County credits interest to these funds quarterly.

**STP SRF Reserve Fund – Marin County Treasury:** The 2004 Stafford Treatment Plant State Revolving Fund (SRF) loan agreement requires the District to build a Reserve Fund equal to one year of payments (\$1,044,474) in the Marin County Treasury during the first ten years of the 20-year repayment period. Every January 1 and July 1, commencing January 1, 2010, the District deposits with the County 10% of the semi-annual SRF payment. This Reserve Fund was fully funded at 6/30/19. The County credits the fund with interest quarterly, which is applied to the semi-annual payments, and will use the Reserve to pay the last 2 semi-annual SRF loan payments.

**RWS North/South SRF Reserve Fund:** The State Water Resource Control Board Agreements for the seven Clean Water State Revolving Fund Loans made for expansion of the Recycled Water System distribution system require that the District establish a reserve fund equal to one year's debt service (\$614,299) prior to the construction completion date.

**RWS Central SRF Reserve Fund:** The State Water Resource Control Board Agreement for the Clean Water State Revolving Fund Loan made for expansion of the Recycled Water System distribution system requires that the District establish a reserve fund equal to one year's debt service (\$275,773) prior to the construction completion date.

## **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. In FY98 the West Marin Water System was included in the fund and built-up a proportional reserve of \$74,000 over several years. 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 August 2008, \$500,000 was transferred into this reserve from the Self-Insured Workers' Compensation Fund and made available to fund Employer Assisted Housing Program loans. Currently there is \$525,000 in Employer Assisted Housing Loans outstanding (see Note 3). 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 currently rented. In 2006, \$8,885 was added from the sale of surplus property in West Marin. The fund balance does not accrue interest.

**Workers' Compensation Fund:** The District began self-insuring its workers' compensation liability July 2011. The savings accrued through self-insuring the liability is reserved in this fund for possible future claims expense. The District carried a workers' compensation excess policy for claims that exceed \$1,000,000. Commencing July 2019 the District switched to 1<sup>st</sup> dollar workers' compensation coverage with Zenith Insurance Company.

**Retiree Medical Benefits Fund:** NMWD pays the cost of health insurance for retirees between the ages of 55 and 65 and spouse under any group plan offered by CalPERS. The retiree must be at least 55 and have a minimum of 12 years (for employees hired on or before September 30, 2018) and a minimum of 20 years (for employees hired after September 30, 2018) of NMWD service at the date of retirement. NMWD's contribution toward the chosen plan is capped in the same manner as all other NMWD employees in the same class. Coverage terminates for the spouse when the spouse becomes eligible for Medicare, or for both the retiree and spouse when the retiree becomes eligible for Medicare. When the retiree or spouse becomes eligible for Medicare, NMWD pays up to the couple annuitant rate, which is capped at \$3,830 per year (\$319/month). In August 2003, NMWD transferred \$2.55 million (\$2.3 million for current retirees plus \$250,000 for future retirees) from unrestricted cash into a reserve to fund this obligation. In 2010 the Board directed staff to add \$1,500 per employee annually as a payroll overhead to accrue and accelerate amortization of this liability. The accrual is maintained as a Long-Term Liability entitled Total OPEB Liability. The total OPEB Liability has a balance of \$4.5M. In 2017 an Actuarial Analysis calculated NMWD's total actuarial liability at \$5.6 million. The Retiree Medical Benefits cash fund earns interest monthly. Accounting Standards require that the \$5.6M reserve be fully funded in 20 years.

**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 \$2,500,000) of budgeted annual water commodity sales. In FY09 \$50,335 was added to the reserve. The fund was fully depleted 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 FY93. In FY94 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 \$7.0M. Funds are borrowed from the Maintenance Accrual Fund to offset the shortfall in unrestricted Cash & Investments. The fund balance does not accrue interest.

**Operating Reserve Fund:** This reserve, comprised of four months of budgeted operating expenditures (less depreciation) 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. Funds are borrowed from the operating Reserve Fund to offset the shortfall in unrestricted Cash & Investments. 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 two employee-housing loans currently outstanding totaling \$525,000: a \$250,000 loan dated March 2015, and a \$275,000 loan dated June 2018.

### **Note 4 – Other Long Term Receivables**

The District entered into a temporary water service agreement with Black Point Golf Links in 1999 to provide potable water for StoneTree Golf Course until recycled water was available. In 2006 the District received a \$4.3 million 20-year 2.4% SRF loan to finance the Deer Island Recycled Water project, and Black Point Partners agreed to pay the District \$3,612,640 in bimonthly payments of \$41,762 at 2.4% coinciding with StoneTree's water service payments. Bay Club took over ownership of StoneTree in 2014 and paid the loan in full in October 2019.

In 2015 the District entered into an agreement with Marin Country Club for their share of the pipeline extension to provide recycled water for the Marin Country Club Golf Course. In 2016 the District received a \$6.6 million 30-year 1.0% SRF loan to finance the Recycled Water Central project, and Marin Country Club agreed to pay the District \$1,265,295 in bimonthly payments of \$8,142 at 1.0% over 30 years for their share of the pipeline extension. Marin Country Club also agreed to pay \$430,463 of the District's local share of the project in bimonthly payments of \$8,242 over 10 years at 2.8%, which is the Novato Potable Fund's weighted average cost of debt. The payments will coincide with Marin Country Club's water service payments. Marin Country Club paid the 10 year loan in full in December 2018. The final payment from Marin Country Club for the 30 year loan is due in November 2047.

### 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:

<u>Facility</u>	<u>Life (Years)</u>
Aqueduct.....	150
Dam.....	100
Buildings & Structures.....	40
Mains.....	50
Pumping Equipment.....	25
Water Treatment Equipment.....	20
Storage & Transmission (16"+) Facilities.....	50
Distribution Facilities (includes Pump Stations).....	50
Office, Laboratory, Construction & Shop Tools & Equipment.....	10
Vehicles 1 ton or greater.....	10
All other vehicles.....	5
Sewer Mains.....	40
Sewer Pumps.....	10

### 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 2019-2020

<u>Service Area</u>	<u>Description</u>	<u>Issue Date</u>	<u>Rate</u>	<u>Original Amount</u>	<u>Payment Due</u>	<u>Final Pmt</u>	<u>FY20</u>		<u>6/30/20 Outstanding Balance</u>
							<u>Interest Expense</u>	<u>Principal Paid</u>	
1 Novato	SRF Loan - STP	2004	2.39%	\$16,528,850	7/1 & 1/1	7/1/29	\$215,953	\$828,522	\$8,413,056
2 Novato	Bank Loan Marin	2011	3.54%	\$7,000,000	27 <sup>th</sup> /mo	10/27/31	\$160,674	\$321,368	\$4,523,948
3 Novato	Chase Bank Loan	2018	2.69%	\$4,600,000	3/1 & 9/1	3/1/33	\$117,284	\$260,000	\$4,100,000
Novato Total							\$493,911	\$1,409,890	\$17,037,004
3 RW TP	SRF Loan	2006	2.4%	\$4,302,560	6/20	6/19/27	\$47,243	\$226,124	\$1,742,339
4 RW North	SRF Loans (4)	2013	2.6%	\$4,375,605	Varies	Varies	\$82,086	\$199,807	\$2,957,335
5 RW South	SRF Loans (3)	2013	2.2%	\$5,361,952	Varies	Varies	\$88,890	\$243,517	\$3,796,928
6 RW Central	SRF Loan	2016	1.0%	\$7,130,503	12/19	12/31/47	\$69,125	\$206,648	\$6,705,816
Recycled Water Total							\$287,344	\$876,096	\$15,202,418
7 WM Water	Bank Loan Marin	2012	3.54%	\$1,000,000	27 <sup>th</sup> /mo	10/27/31	\$23,585	\$47,173	\$663,761
West Marin Water Total							\$23,585	\$47,173	\$663,761
FY20 Total							\$804,840	\$2,333,159	\$32,914,796

1. 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. The first payment was made in December 2009.
2. In October 2011 Bank of Marin made a 20-year 3.54% (APR) loan of \$8 million to fund the District's share of the Aqueduct Energy Efficiency Project. See Note 15 below, and note to loan 9 above.
  3. In March 2018 Chase Bank made a 15-year 2.69% (APR) loan of \$4.6 million to fund the District's Automated Meter Information system Project.
  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. With the addition of \$38,015 in Construction Period Interest, the loan principal totaled \$4,302,560. The project was completed in June 2007, and the first payment was made June 19, 2008.
  5. In July 2011 the California State Department of Water Resources approved a series of four 2.6% 20-year loans which totaled \$4,375,605 for the Recycled Water North Service Area Expansion Project. The projects were completed on October 31, 2012, and the first payment was made in November of 2012.
  6. In March 2012 the California State Department of Water Resources approved a series of three 2.2% 20-year loans totaling \$5,361,952 for the Recycled Water South Service Area Expansion Project. The projects were completed on September 4, 2013, and the first payment was made in December of 2013.
  7. In May 2016 the California State Department of Water Resources approved a 1.0% 30-year loan of \$7,130,503 for the Recycled Water Central Service Area Expansion. The project will be completed in December 2017, and the first payment will be made December 31, 2018.
  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.
  10. In June 2012 the Board authorized reallocating \$1 million of the Bank of Marin loan to West Marin Water to repay Novato Water \$223,000 owed for loans to fund Long Range Improvement Projects and the remainder to fund the Solids Handling Facility at the Point Reyes Water Treatment Plant. See note to loan 2 above.

#### **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 x 52 = \$23,400).



#### **Note 9 – 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 10 - 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 higher of: 1. The weighted average interest rate of Novato improvement district debt (2.78% at 6/30/18); or 2. The average interest rate earned on the District treasury since the close of the previous accounting period; plus \$50 per month.

#### **Note 11 – Budget Augmentations**

#### **Note 12 – Prior Period Adjustment**

#### **Note 13 – Explanation of Financial Statement Components**

The District's financial statement is comprised of four components: 1) Statement of Net Position, 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 Position** (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 position*. 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 Principles (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 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 25), Equipment Expenditures (page 22) and Capital Improvement Project Expenditures (page 27), which show outlays to date, compared with budget authority.

#### **Note 14 –Connection Fee Transfers from Novato Water To Recycled Water**

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

##### **Recycled Water FRC Transfers from Novato**

	Expansion Local Share			SRF RWF Expansion			BPGL Loan		Transfer		
	North	South	Central	NBWRA	Loan	SRF Loan	Repayment	CIP	Total	Executed	
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	\$133,659
FY11				\$133,319	\$22,795				\$156,114		\$1,175,098
FY12	\$233,478	\$265,500		\$115,883	\$22,795				\$637,656		(\$7,088)
FY13				\$315,023	\$22,795	\$464,572			\$802,390	\$1,970,400	\$802,390
FY14	\$236,291	\$723,525	\$4,024	\$63,035	\$22,795	\$500,529			\$1,550,200	\$1,550,200	\$1,550,200
FY15		\$17,563	(\$4,024)	\$38,283	\$22,795	\$614,299			\$688,916	\$688,916	\$688,916
FY16	\$0	\$0	\$66,729	\$102,842	\$22,795	\$614,299			\$806,664	\$806,664	\$806,664
FY17			\$362,524	\$194,636	\$22,795	\$614,299		\$36,687	\$1,230,940	\$1,230,940	\$1,230,940
FY18			\$5,071,512	\$38,908	\$22,795	\$614,299			\$5,747,513	\$5,747,513	\$5,747,513
FY19			(\$2,168,755)	\$6,966	\$22,795	\$890,072			(\$1,248,922)	(\$1,248,922)	(\$1,248,922)
FY20			\$5,499	\$0	\$0	\$350,287	(\$1,046,471)	\$1,084	(\$689,600)	(\$689,600)	(\$689,600)
	<b>\$603,428</b>	<b>\$1,006,589</b>	<b>\$3,337,509</b>	<b>\$1,314,751</b>	<b>\$273,539</b>	<b>\$4,662,656</b>	<b>(\$1,046,471)</b>	<b>\$37,771</b>	<b>\$10,189,771</b>	<b>\$10,189,771</b>	<b>\$10,189,771</b>

#### **Note 15 –Debt Service Coverage Ratio**

Debt Service Coverage Ratio is the ratio of net income/(loss) plus interest expense, depreciation, and connection fee revenue for the fiscal year to the sum of the fiscal year's principal and interest payments on the District's total debt.

	FY16	FY17	FY18	FY19	FY20
Net Income/(Loss)	\$91,719	\$597,600	\$1,860,520	\$1,159,000	\$1,830,000
Depreciation	\$3,286,353	\$3,416,507	\$3,434,069	\$3,528,000	\$3,486,000
Interest Expense	\$807,035	\$757,935	\$833,197	\$850,000	\$806,000
Connection Fees	\$278,690	\$1,034,585	\$1,455,400	\$733,000	\$340,000
Total Available For Debt Service	\$4,463,797	\$5,806,627	\$7,583,186	\$6,270,000	\$6,462,000
Annual Debt Service	\$2,528,938	\$2,527,021	\$2,201,451	\$3,129,000	\$3,139,000
Debt Service Coverage Ratio	1.77	2.30	3.45	2.01	2.06

**7**

## MEMORANDUM

To: Board of Directors

August 14, 2020

From: Drew McIntyre, General Manager / Acting Chief Engineer

Subject: Hamilton Village Water Facilities – APN: 157-970-03

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**RECOMMENDED ACTION:** The Board approve authorization of this agreement.**FINANCIAL IMPACT:** None: Developer Funded

Hamilton Village is located at 802 State Access Road, Novato (see attached map). The project proposes to develop a 4.7- acre vacant parcel with 75 three story two to four-bedroom townhomes in 17 buildings. The project will provide 15 units of affordable housing, with 8 units for low income households and 7 units for moderate income households. The project also features a 1.1-acre public use park area at the west end with a community garden, bocce ball courts, children's play area and landscaping.

New Zone 1 water facilities required include 600 feet of 8-inch PVC main, 1,200 feet of 6-inch PVC and 300 feet of 4-inch PVC main and laterals, eighteen (18) 4-inch diameter steel manifolds for services, 879 feet of 8-inch PVC recycled water main, 5 new commercial fire hydrants, seventy five (75) domestic 1-inch meters, one (1) 1-inch potable water meter for community vegetable garden with a 1-inch RPP back flow prevention device, and one (1) 1.5-inch recycled water meter for landscape irrigation.

The 8-inch recycled water main will be extended from State Access Road to the north west corner of the parcel along the project's new private roads and will be connected to an existing out of service 10-inch ACP main that currently runs along the west end of the project parcel and Homeward Bound parcels to the north. The existing out of service 10-inch main within the parcel in building areas will be properly abandoned in place. A credit for 460 ft (\$55,411) of the total 879 ft of the recycled water main will be applied to the project since the developer will be installing additional pipe length (460 feet) at the District's request instead of extending the recycled water main to the end of the parcel (419 feet) along the State Access Road to the west.

Total water demand is 58 equivalent dwelling units (75 condominium units @ 0.6 EDUs, plus 13 EDUs for irrigation). The water service agreement will be recorded at the county to inform the residents that private irrigation shall not be connected to the recycled water system. The project will pay Facilities Reserve Charges (FRCs) for fifty-eight (58) EDUs. Since this project includes housing units affordable to lower income households, payment of initial charges for up to fifteen (15) units may be eligible to be deferred pursuant to Regulation 1.c. (5).

Sewer service is provided by the Novato Sanitary District.

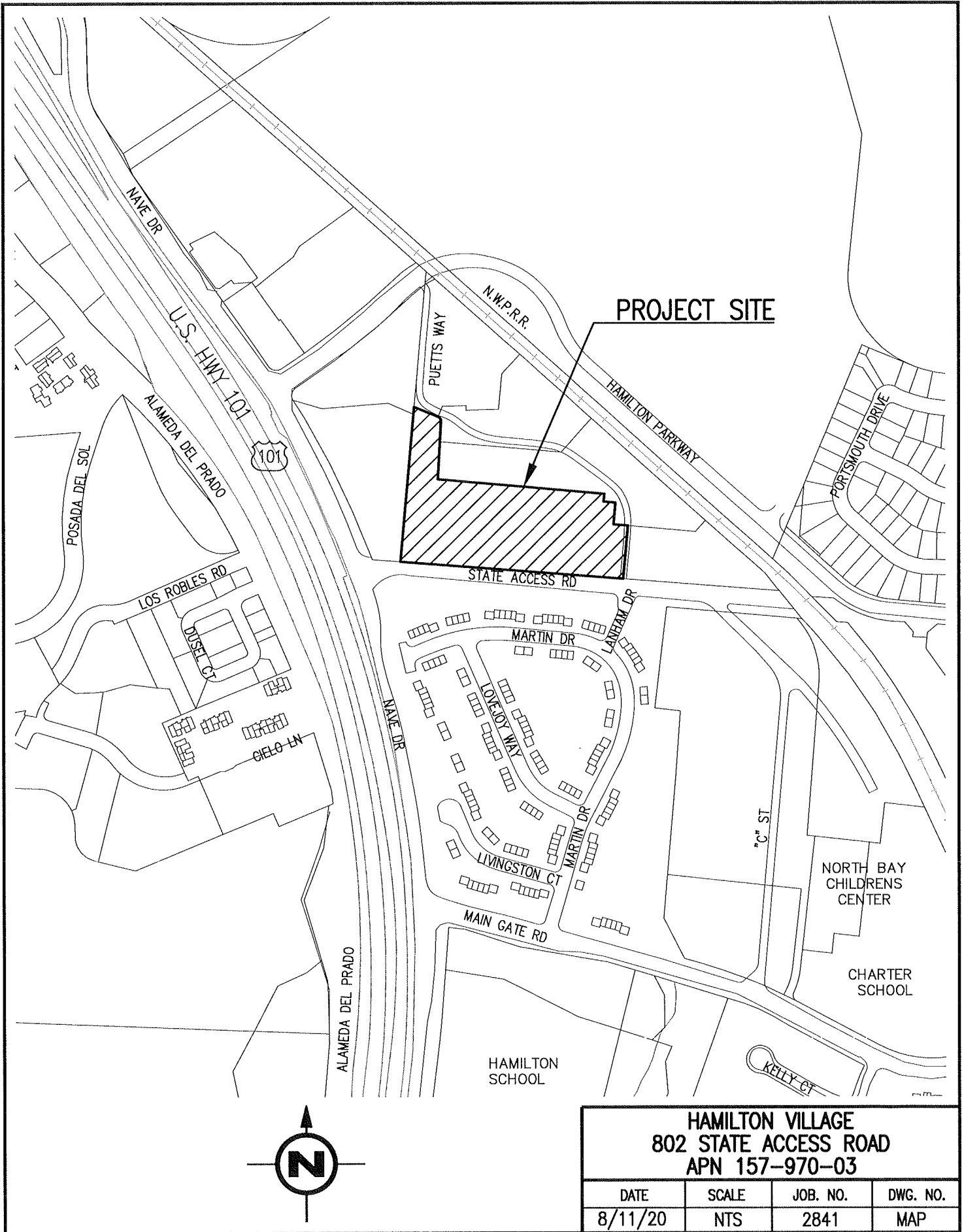
Environmental Document Review

A Mitigated Negative Declaration was approved on July 14, 2020.

RECOMMENDATION:

That the Board approve authorization of this agreement.

Approved by GM Date 8/14/20



**HAMILTON VILLAGE  
802 STATE ACCESS ROAD  
APN 157-970-03**

DATE	SCALE	JOB. NO.	DWG. NO.
8/11/20	NTS	2841	MAP

RESOLUTION NO. 20-  
AUTHORIZATION OF EXECUTION  
OF  
WATER SERVICE FACILITIES CONSTRUCTION AGREEMENT  
WITH  
HAMILTON VILLAGE

---

BE IT RESOLVED by the Board of Directors of NORTH MARIN WATER DISTRICT that the President and Secretary of this District be and they hereby are authorized and directed for and on behalf of this District to execute that certain water service facilities construction agreement between this District and City Ventures Homebuilding LLC, an applicant, providing for the installation of water distribution facilities to provide domestic water service to that certain real property known as 802 State Access Road , Novato, Marin County Assessor's Parcel Number 157-970-03, NOVATO, CALIFORNIA.

\* \* \*

I hereby certify that the foregoing is a true and complete copy of a resolution duly and regularly adopted by the Board of Directors of NORTH MARIN WATER DISTRICT at a regular meeting of said Board held on the 18th day of August, 2020, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINED:

(SEAL)

---

Theresa Kehoe, Secretary  
North Marin Water District

PART ONE  
WATER SERVICE FACILITIES CONSTRUCTION AGREEMENT  
FOR  
HAMILTON VILLAGE

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*THIS AGREEMENT*, which consists of this Part One and Part Two, Standard Provisions, attached hereto and a part hereof, is made and entered into as of \_\_\_\_\_, 2020, by and between NORTH MARIN WATER DISTRICT, herein called "District," and CITY VENTURES HOMEBUILDING, A Limited Liability Company, herein called "Applicant."

*WHEREAS*, the Applicant, pursuant to District Regulation 1, the State of California Subdivision Map Act and all applicable ordinances of the City of Novato and/or the County of Marin, has pending before the City or County a conditionally approved Tentative Subdivision Map, Precise Development Plan, Tentative Parcel Map or other land use application for the real property in the District commonly known as Marin County Assessor's Parcel Number 157-970-03 and the project known as HAMILTON VILLAGE, consisting of one (1) lot for residential development; and

*WHEREAS*, prior to final approval by the City or County of a Subdivision Map, Precise Development Plan, Parcel Map or other land use application and recording of a final map for the project, the Applicant shall enter into an agreement with the District and complete financial arrangements for water service to each lot, unit or parcel of the project; and

*WHEREAS*, the Applicant is the owner of real property in the District commonly known as 802 State Access Road, Novato (Marin County Assessor's Parcel 157-970-03); and

*WHEREAS*, the proposed project's estimated average day peak month water demand is fifty eight (58) EDUs; and

*WHEREAS*, the Applicant is entitled to a \$55,411 credit for extending 8-inch recycled water main 460 feet beyond the required extension for the project; and

*NOW THEREFORE*, the parties hereto agree as follows:

1. The Applicant hereby applies to the District for water service to said real property and project and shall comply with and be bound by all terms and conditions of this agreement, the District's regulations, standards and specifications and shall construct or cause to be constructed the water facilities required by the District to provide water service to the real property and project. Upon acceptance of the completed water facilities, the District shall provide water service to said real property and project in accordance with its regulations from time to time in effect.

2. Prior to the District issuing written certification to the City, County or State that financial arrangements have been made for construction of the required water facilities, the Applicant shall complete such arrangements with the District in accordance with Section 6 of this agreement.

3. Prior to release or delivery of any materials by the District or scheduling of either construction inspection or installation of the facilities by the District, the Applicant shall:

a. deliver to the District vellum or mylar prints of any revised utility plans approved by the City or County to enable the District to determine if any revisions to the final water facilities construction drawings are required. The proposed facilities to be installed are shown on Drawing No. 1 2841.001 - 1 2841.004, entitled, "HAMILTON VILLAGE", a copy of which is attached, marked Exhibit "A", and made a part hereof. (For purposes of recording, Exhibit "A" is not attached but is on file in the office of the District.)

b. grant or cause to be granted to the District without cost and in form satisfactory to the District all easements and rights of way shown on Exhibit "A" or otherwise required by the District for the facilities.

c. deliver to the District a written construction schedule to provide for timely withdrawal of guaranteed funds for ordering of materials to be furnished by the District and scheduling of either construction inspection or construction pursuant to Section 6 hereof.

4. Except for fire service, new water service shall be limited to the number and size of services for which Initial Charges are paid pursuant to this agreement. Initial Charges for new services, estimated District costs and estimated applicant installation costs are as follows:

#### **Initial Charges**

Meter Charges (Domestic) (Included in material estimate).....	75	1-inch @	\$	0.00	\$	0.00
Reimbursement Fund Charges (Domestic).....	75	1-inch @	\$	420.00	\$	31,500.00
Meter Charges (inc'd in matl est) Potable – Community Garden..	1	1-inch @	\$	0.00	\$	0.00
Reimbursement Fund Charges – Community Garden...	1	1-inch @	\$	1,055.00	\$	1,055.00
Meter Charges (included in material estimate) RW.....	1	1.5-inch @	\$	0.00	\$	0.00
Reimbursement Fund Charges – RW.....	0	1.5-inch @	\$	0.00	\$	0.00
Facilities Reserve Charges (75 Condos domestic).....	75	@	\$	17,200.00	\$	1,290,000.00
Facilities Reserve Charges (irrigation 13 EDUs).....	13	@	\$	28,600.00	\$	371,800.00
Credit for Extension of RW main (460 ft).....						\$<55,411.00>

**Subtotal - Initial Charges..... \$1,638,944.00**

#### **Estimated District Costs**

District Furnished - Pipe, Fittings & Appurtenances	\$ 101,286.00
District Construction Labor.....	\$ 44,382.00
Engineering & Inspection.....	\$ 30,848.00
Bulk Materials (crushed rock, imported backfill, concrete, reinforcing steel, paving materials, ets)	\$ 10,019.00



**Subtotal –Estimated District Costs..... \$ 186,535.00**

**Estimated Applicant Installation Costs**

Installation Labor..... \$ 244,720.00  
Contractor Furnished – Pipe Fittings & Appurtenances..... \$ 92,976.00  
Bulk Materials (crushed rock, imported backfill, concrete, reinforcing steel, paving materials, etc.)..... \$ 75,158.00

**Subtotal- Estimated Applicant Installation Costs..... \$ 412,854.00**

**TOTAL ESTIMATED WATER FACILITIES COSTS..... \$2,238,333.00**

(Bulk materials are such items as crushed rock, imported backfill, concrete, reinforcing steel, paving materials, and the like, which are to be furnished by the contractor performing the work.)

5. In addition to the Initial Charges, Estimated District costs and Contributions, and Estimated Applicant Installation costs set forth in Section 4 above, the Applicant shall furnish at no cost to the District all PVC pipe (4-inch diameter and larger), valves and water line fittings shown on Exhibit "A" or otherwise required by the District. The quantities, type and quality of said materials shall be approved by the District prior to purchase by the Applicant and shall conform to District standards as stated and shown on Specifications (15100 Valves, 15056 Pipeline Fittings, 15064 Polyvinyl Chloride (PVC) Pressure Pipe) marked as Exhibit "B" attached hereto and made a part hereof and as otherwise may be required. (For purposes of recording, Exhibit "B" is not attached but is on file in the office of the District.) The cost of said materials is estimated to be **\$92,976**. The District reserves the right to reject and prohibit installation of all nonconforming materials furnished by the Applicant.

6. Financial Arrangements to be made by the Applicant shall consist of the following:

**Initial Charges and Estimated District Costs**

The Applicant shall either pay to the District or provide a two (2) year irrevocable letter of credit in form satisfactory to the District and payable at sight at a financial institution in the Novato area the sum of Initial Charges and Estimated District Costs as set forth in Section 4 hereof in the amount of **\$1,825,479**. If the Applicant provides the two (2) year irrevocable letter of credit, the District shall immediately draw down Initial Charges and shall draw upon the remaining funds guaranteed by the letter at any time the District deems appropriate to recover the Estimated District Costs which normally will be at least thirty (30) days prior to the anticipated start of construction for the ordering of materials to be furnished by the District. Pursuant to District Regulation 1(c)(5), this is an affordable housing project and the aforementioned requirements may be modified to allow deferred payment of Initial Charges in the amount of **\$258,000** for 15 units for a period of up to two (2) years from the date of this agreement or until the date of issuance of a Certificate of Occupancy by the City or County, whichever

occurs first. If this option is exercised, the Applicant shall notify the District in writing and modify payment in accordance with this paragraph and concurrently increase the amount of the financial guarantees specified below by this amount. No water service meters will be installed to any of the lots until full payment of this amount plus applicable interest is received.

#### Estimated Installation Costs

Alternate No. 1 – Installation By Applicant: If the Applicant elects to install the facilities or hire a private contractor to install the facilities, the Applicant shall provide financial guarantees satisfactory to the District in the form of a performance bond in the amount of **\$412,854** conditioned upon installation of the facilities and furnishing of bulk materials and a maintenance bond in the amount of **\$103,214** conditioned upon payment of the cost of maintaining, repairing, or replacing the facilities during the period of one (1) year following completion of all the facilities and acceptance by the District. Performance and maintenance bonds shall be executed by a California admitted surety insurer with a minimum A.M. Best rating of A-VII. In lieu of posting bonds, the Applicant may provide an irrevocable letter or letters of credit payable at sight at a financial institution in the Novato area guaranteeing funds in the same amounts. All financial guarantees shall be provided by the Applicant rather than the contractor. The Applicant or contractor, whichever performs the work, shall be properly licensed therefore by the State of California and shall not be objectionable to the District.

Alternate No. 2 – Installation By District: If the Applicant requests the District to install the facilities and the District consents to do so, the Applicant shall either pay to the District the total Estimated Installation Costs set forth in Section 4 hereof in the amount of **\$412,854** or shall include such amount in the irrevocable letter of credit provided for the Initial Charges and Estimated District Costs set forth first above. The District shall draw upon installation funds guaranteed by the letter at any time the District deems appropriate which normally will be at least thirty (30) days prior to the anticipated start of construction.

Whenever an irrevocable letter of credit is required by this agreement, the Applicant may substitute a certificate of deposit at a financial institution in the Novato area provided the certificate may be cashed at sight by the District at any time.

7. Water service through the facilities to be installed pursuant to this agreement will not be furnished to any building unless the building is connected to a public sewer system or to a waste water disposal system approved by all governmental agencies having regulatory jurisdiction. This restriction shall not apply to temporary water service during construction.

8. New construction in the District's Novato service area is required to be equipped with high efficiency water conserving equipment and landscaping specified in Regulation 15 sections e. and f.

9. The District has determined that recycled water will be supplied for irrigation and requires that the Applicant's irrigation system be designed to use recycled water per District regulations and specifications. Provisions shall be made, as directed by the District, to provide connection of Applicant's irrigation system to the recycled distribution main. No private residential irrigation plumbing shall be connected to the recycled water system.

10. All estimated costs set forth in this agreement shall be subject to periodic review and revision at the District's discretion. In the event the Applicant has not completed financial arrangements with the District in accordance with Section 6 hereof prior to expiration of six (6) months from the date of this agreement, all Initial Charges and estimated costs set forth in Section 4 hereof shall be revised to reflect then current District charges and estimates. In the event the Applicant has not secured final land use approval for the project from the City of Novato or County of Marin, recorded a final map and diligently commenced construction of improvements required by those agencies and the District prior to expiration of one (1) year from the date of this agreement, the District may, at its option, either retract financial certifications issued to City, County and State agencies and terminate this agreement or require amendment of this agreement and review of all Initial Charges and estimated costs contained herein. The Applicant shall pay any balance due upon demand or furnish a guarantee of such payment satisfactory to the District.

11. All extensions of time granted by the City of Novato or the County of Marin for the Applicant to comply with conditions of land use approval or to construct improvements pursuant to a subdivision improvement agreement shall require concurrent extensions of this agreement and shall be cause for review and revision of all Initial Charges and estimated costs set forth in Section 4 hereof. The Applicant shall apply to the District for extension of this agreement prior to approval of the Applicant's requests for such extensions by either the City of Novato or the County of Marin.

12. This agreement shall bind and benefit the successors and assigns of the parties hereto; however, this agreement shall not be assigned by the Applicant without the prior written consent of the District. Assignment shall be made only by a separate document prepared by the District at the Applicant's written request.

**NORTH MARIN WATER DISTRICT**  
"District"

**NOTARIZED:**

\_\_\_\_\_  
Michael H. Joly, President                      Date

\_\_\_\_\_  
Theresa Kehoe, Secretary

(SEAL)

**CITY VENTURES HOMEBUILDING**  
A Limited Liability Company  
"Applicant"

(SEAL)

\_\_\_\_\_  
Phil Kerr, Chief Executive Officer

**NOTES:** *If the Applicant executing this agreement is a corporation, a certified copy of the bylaws or resolutions of the Board of Directors of said corporation authorizing designated officers to execute this agreement shall be provided.*

*This agreement must be executed by the Applicant and delivered to the District within thirty (30) days after it is authorized by the District's Board of Directors. If this agreement is not signed and returned within thirty days, it shall automatically be withdrawn and void. If thereafter a new agreement is requested, it shall incorporate the Initial Charges (connection fees) and cost estimates then in effect.*

**\*\*ALL SIGNATURES MUST BE ACKNOWLEDGED BEFORE A NOTARY PUBLIC.**

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## MEMORANDUM

To: Board of Directors August 14, 2020

From: Drew McIntyre, General Manager/Acting Chief Engineer

Subject: Renew Declaration of Local Emergency Related to COVID-19 Pandemic  
t:\gm\bod misc 2020\renew covid emergency declaration #9 08\_18\_20.doc

**RECOMMENDED ACTION:** Approve continuation of the local emergency resulting from the COVID-19 pandemic as declared in District Resolution No. 20-07

**FINANCIAL IMPACT:** ~\$50,000 to-date (total fiscal impacts are currently unknown)

On March 4, 2020, the Governor of the State of California declared a State of Emergency as a result of the coronavirus (COVID-19) pandemic. On March 13, 2020, the President of the United States declared a National Emergency as a result of the threat of COVID-19.

On March 16, 2020, the County of Marin by Order of the Health Officer issued a Shelter in Place Order limiting the travel of all county residents and ordering county businesses to cease all non-essential activities and to take further actions as described in said Order through April 7, 2020. The order limits activity, travel and business functions to most essential needs.

On March 16, 2020 the General Manager, as the District's Emergency Manager activated the District's Emergency Operations Plan.

On March 19, 2020, Governor Newsom issued Executive Order N-33-20 ordering all individuals living in California to stay home at their place of residence, with certain exceptions for critical services and other qualifying exceptions. This shelter-in-place order has no specified termination date.

On March 31, 2020, the County of Marin by Order of the Health Officer issued an extended Shelter in Place Order through May 3, 2020 that is more restrictive than the original order. The new order continues to provide an exception for the operations and maintenance of "Essential Infrastructure," which includes, but is not limited to, water, wastewater, and recycled water service. Exemptions are also in place for Essential Government Functions, for certain "Minimum Basic Operations," for emergency management functions, for certain narrowly prescribed "Essential Business" functions, and for certain qualifying private construction, such as housing projects meeting low-income needs.

On April 29, 2020, Marin County and the other six Bay Area Public Health Officers issued a new order effective May 4, 2020 through May 31, 2020. Marin's public health order concerning use of face coverings does not have an end date and will remain in place until further notice. Under the May 4th Shelter-In-Place order, construction activities, certain businesses that operate primarily

outdoors, and some outdoor activities will be allowed to resume with specific conditions.

On May 15, 2020, Marin County issued a new order allowing a limited number of additional businesses and activities to resume operations subject to specified conditions. In particular, office spaces were allowed to resume operation on June 1, 2020 subject to strict compliance with specific Marin County requirements. This new order has no end date and is to remain in effect until rescinded or superseded.

On July 13, 2020 Governor Newsom issued a statewide order to dial back on recent loosening of restrictions due to a significant increase in the number of confirmed cases. As a result, various activities in Marin County were once again closed down, including: office space for non-essential operations, indoor malls, hair salons/barbershops and indoor seating at restaurants.

On April 7<sup>th</sup>, the Board of Directors approved Resolution No. 20-07 proclaiming the existence of a local emergency, granting the General Manager to take actions necessary for emergency response due to the COVID-19 pandemic until the State of Emergency is terminated.

Since April 21, 2020, the Board of Directors has, at every regular meeting, approved continuation of the local emergency resulting from the COVID-19 pandemic as declared in District Resolution No. 20-07.

District emergency planning has been aggressively implemented since March 16, 2020. Initially approximately 50% of the District's staff were physically separated as much as possible by rotating shifts and having some employees work from home, but all critical operations needed to maintain essential services continue. Relocation of additional staff back to the District buildings, and certain other projects and activities has occurred and the District is now operating with 85% of staff on-site or in the field. The District's COVID-19 Preparedness and Response Plan is now finalized and training has been completed with staff. Additional physical work space modifications are ongoing and walk-in customer service is still suspended. A summary of key emergency actions taken and current estimated costs is provided in Attachment 1.

As the COVID-19 emergency continues in our service area, Staff is requesting the Board find that there still exists a need to continue the State of Emergency reflected by Resolution No. 20-07.

RECOMMENDED ACTION:

Approve continuation of the local emergency resulting from the COVID-19 pandemic as declared in District Resolution No. 20-07.

## Emergency Actions Summary

### Emergency Operations Team Actions

- Water treatment plants have been closed to all non-essential staff and the public; expanded social distancing and safety measures for essential plant staff.
- Public lobby in the District Administration building has been closed and customers have been provided with alternative methods for communicating with District staff.
- Developed guidelines for social distancing in the office and in the field; distributed guidance to all employees and posted social distancing protocol at facility entrances.
- Developed an initial rotational schedule for operations and maintenance staff to reduce staffing density on-site and minimize the number of employees on duty while completing essential work. (This approach reduced productivity, but improved the likelihood of healthy backup staff.)
- During initial response, shifted ~50 percent of employees to rotating schedule and/or rotating work.
- Procured additional District cell phones for field staff to have better access to District communications and direct contact with supervisors.
- Disinfected District vehicles and reconfigured vehicle assignments to accommodate single occupancy to allow for social distancing, including re-deployment of vehicles scheduled for auction
- Suspended discretionary water service turn-offs for the duration of the emergency declaration.
- Continuing coordination with local agency, county and state contracts to share information and implement best practices.
- Participating in twice weekly multi agency coordination calls through Marin County Office of Emergency Services (OES).
- Updating public website, messaging and social media posts as necessary including messages on suspension of walk-in services and water safety and reliability.
- Spring 2020 Waterline newsletter, direct mailed to all customers, included COVID-19 messaging with information on water safety and reliability.
- Posted magnetic signage on vehicles to inform public to respect distancing around crews.
- Issued guidance on face coverings in compliance with Centers for Disease Control and Prevention and County recommendations; revised to address April 29 County order generally requiring members of the public and workers to wear face coverings.
- Developed and rolled out an employee self-assessment screening questionnaire for use by any District employee or vendor prior to entering a District workspace; self-assessment questions are reviewed and updated as needed.
- Continue to procure necessary face coverings and personal protective equipment, including disposable masks, face covering and N95 equivalent masks.
- Tracking customer delinquency and comparing to last year to assess potential revenue impacts.



- Developing a living “lessons learned” document.
- Installed hand disinfecting stations at District facilities.
- Expanded use of District’s on-call requirements to ensure construction crew staff maintain their work “bubbles” to ensure adequate back-up staff availability.
- Increased janitorial services to include disinfection of frequently touched areas (door handles, knobs, etc.).

#### **General Manager Authorizations**

- Extended vacation accrual maximums from July 1, 2020 to August 31, 2020.
- Extended FY 2019/20 vision insurance reimbursement eligibility from July 1 to August 31, 2020.

## COVID Cost Summary

### PROCUREMENT EXPENSES

Vendor Purchases	Procurement Type	Total Purchase Order Amount	Date
Durkin Signs & Graphics	Magnetic "Social Distance" Signs	\$1,077	4/14/2020
Winzer Corporation	Surgical Masks (2,000)	\$3,751	4/15/2020
Boucher Law	COVID Protection Plan	\$3,250	5/26/2020
JCA Construction	Misc. Office Social Distancing Modifications	\$12,427	6/30/2020
Winzer Corporation	Surgical Masks (2,000)	\$1,573	7/6/2020
Novato Glass	Plexiglass	\$3,969	6/9/2020
<b>Total Procurement Amount To-Date</b>		<b>\$26,047</b>	

### Internal Labor Expenses

Increased on-call labor costs    ~\$24,000 to-date (~\$2,100/week)

### Water Bill Delinquency Impacts

Still under evaluation

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\*DRAFT Minutes of Water Advisory Committee and Technical Advisory Committee  
Virtual Meeting – No Physical Location  
August 3, 2020

Attendees: Easter Ledesma, City of Santa Rosa  
Gina Perez, City of Santa Rosa  
Susan Harvey, City of Cotati  
Dave King, City of Petaluma  
Jake Mackenzie, City of Rohnert Park  
Dick Dowd, City of Santa Rosa  
Jack Baker, North Marin Water District  
Sam Salmon, Town of Windsor  
Jon Foreman, Valley of The Moon Water District  
Larry Russell, Marin Municipal Water District  
Craig Scott, City of Cotati  
Kent Carothers, City of Petaluma  
Mary Grace Pawson, City of Rohnert Park  
Jennifer Burke, City of Santa Rosa  
Colleen Ferguson, City of Sonoma  
Drew McIntyre, North Marin Water District  
Sandi Potter, Town of Windsor  
Matt Fullner, Valley of The Moon Water District  
Paul Sellier, Marin Municipal Water District

Staff/Alternates: David Rabbitt, SCWA Liaison  
Grant Davis, SCWA  
Pam Jeane, SCWA  
Jay Jasperse, SCWA  
Lynne Roselli, SCWA  
Don Seymour, SCWA  
Brad Sherwood, SCWA  
Paul Piazza, SCWA  
Steven Hancock, SCWA  
Michael Thompson, SCWA  
Peter Martin, City of Santa Rosa  
Colin Close, City of Santa Rosa  
Chelsea Thompson, City of Petaluma  
Larry Russell, Marin Municipal Water District  
James Grossi, North Marin Water District

Public: Bob Anderson, United Wine Growers  
David Keller, FOER  
Brittany Bober  
Mark Millan, Data Instincts

Margaret DiGenova, California American Water

1. Check-in  
Susan Harvey, WAC Chair, called the meeting to order at 9:03 a.m.
2. Public Comments  
No public comments.

3. Recap from the May 18, 2020 WAC/TAC Meeting and Approval of Minutes  
Moved by Jack Baker, North Marin Water District, seconded by Jake Mackenzie, City of Rohnert Park; unanimously approved with one abstention from Dick Dowd, City of Santa Rosa.
4. Recap from the July 13, 2020 TAC Meeting and Approval of Minutes (TAC)  
Moved by Jennifer Burke, City of Santa Rosa, seconded by Sandi Potter, Town of Windsor; unanimously approved.
5. Water Supply Coordination Council-July 21, 2020 – Susan Harvey, WAC Chair  
The Water Supply Coordination Council met remotely July 21. Went through the agenda for the WAC/TAC August 3 meeting and had a lot of discussion.
6. Water Supply Conditions and Temporary Urgency Change Order  
Don Seymour, SCWA.

July 28 State Water Resources Control Board Issued an order approving Temporary Urgency Change Petition and it contains terms for fisheries and water quality protection as well as water conservation. Most of the terms have reporting requirements that will be due by next April. In response to the order being issued, Sonoma Water reduced releases at Coyote Valley Dam by 20 cfs last week, storage at Lake Mendocino is currently 53,500-acre ft about 2,000-acre ft above target water supply storage levels that were developed by SCWA staff. The flow at Healdsburg in the Upper Russian River is 76 cfs and at Hacienda Bridge in the Lower Russian River is 91cfs. Both locations are at or about minimum stream flow requirements for Sonoma Water obligations. Lake Sonoma is currently at 196,000-acre feet. Sonoma Water is currently releasing 120 cfs at Warm Springs Dam.

7. Sonoma Marin Saving Water Partnership (TAC)

a. 2020 Water Production Relative to 2013 Benchmark

Drew McIntyre, North Marin Water District.

Healdsburg data was incorrect on the hand out, June usage was 10% below and a corrected handout will be posted on the Sonoma Water's website. Also included is a chart of historical water use over the last two decades. Water Contractor customers have made great strides in reducing per capita water use over the years well before 2013.

b. 2020 Urban Water Management Plan Update  
Colin Close, City of Santa Rosa.

Urban Water Management Plan update is required every 5 years by Urban Water Retailers. The Plan documents each agency's long-term plan to make sure adequate water is available today and into the future. The assessments are on water availability and demands looking out at least 20 years as required by the State. There are many new requirements and regulations that resulted from the drought in 2013. This is a critical document about effective water management. The eight Water Contractors and MMWD have worked together throughout the years to work on sections of the UWMP analysis as a team. One consultant was hired to run demand analysis and conservation analysis using common methodology so when it is submitted to Sonoma Water it is a unified approach. The process is two months behind schedule due to Covid impacts. EKI has

received everyone's data now and have developed preliminary demand projections. EKI will work on final demand projections and they should be sent in a couple of weeks. Final plans are due to the State by July 1, 2021.

c. Summer Ad Campaign. Paul Piazza, SCWA.

Every year the partnership undertakes a water use efficiency multimedia campaign from June-Sept which coincides with higher water usage months. The Campaign includes radio messages, online video placements on streaming sites as well as still ads for digital and print media. This year was unique creating a message during the pandemic. Sonoma Water created the still ads to provide a visible reminder of the value and importance of water and the role saving water means for long term availability of water supply. The video campaign on reinforcing correct summer watering practicing and irrigation system maintenance and broadcast radio focused on the increase interest of growing their own food and DIY projects with summer watering, saving money with irrigation, and irrigation maintenance. By the numbers, about 275,000 impressions are being made monthly on a variety of different online sites and trusted local news sources. The video went out on connect tv and streaming radio.

Brad Sherwood, SCWA.

In light of the TUCP, the SCWA Board of Directors wanted to not only ask the community about using water wisely but also to educate them about the water system. They started a regional radio campaign with the goal to educate the community about where their water comes from and especially about importance of Lake Mendocino why it is important to protect our fish species through a positive voice and positive message. After Mr. Sherwood's discussion many of the Water Contractors spoke individually about additional water use efficiency measures their agencies were implementing during these Dry Year conditions.

Public comments:

Margaret DiGenova California American Water- their water conservation efforts include bill inserts and watching for leaks in the system, they also have a pilot program within their company with Flume. It is a device that customers can attach to their meter with Velcro and see real time meter usage and see if there is a leak. There is a rebate for their customers, and customers can purchase it at a lower cost.

#### 8. Biological Opinion Status Update

Pam Jeane, SCWA

Fish Flow: Draft EIR- Sonoma Water staff anticipate recirculation of the draft EIR spring of 2021.

Dry Creek Habitat Enhancement: Contractor Hanford is starting to mobilize for the last of first three miles of construction work at Dry Creek. They will also do maintenance work in terms of fixing a few things that got disturbed during high flows last year. Also, Sonoma Water continues to make progress with Corps of Engineers on miles IV, V and VI. Designs are advancing 90-99% at this point and staff have a big emphasis on right of way and acquiring easements.

Fish Monitoring: They are finished with the downstream migrant trapping. They are now sampling for young Coho salmon and steelhead in tributaries. In Dry Creek they are trying

to determine whether fish are using the areas that were rehabilitated by installing devices and tagging fish.

Russian River Estuary Management Project: We are currently in the management period; it goes from May 15-October 15. The river mouth is currently open, and Sonoma Water finalized their adaptive management plan back in May.

Interim flow changes: The Order expires on December 27, 2020. Information on petitions on Sonoma Water's website among additional documents.

9. Potter Valley Relicensing Update:  
Pam Jeane, SCWA

In May, the Planning Agreement Partners submitted the feasibility study report to the Federal Energy Regulatory Commission. The comment period ended in June and was meant for people to comment on the study plans that were proposed in the report. Hundreds of comment letters were filed but they were mostly opinions about what was being proposed and not comments on the study plans. Three dozen comment letters did address the study plans. There has not been a formal acceptance of the Report as it is not an official part of the FERC filing process. The PAP received a new process plan and schedule dated June 3 for the integrated Licensing Process. The first order is to file report with FERC in mid-September which is an interim study report. Integrated Licensing Process consultant is currently being sought out and PAPs are negotiating with one of the proposed teams on scope of work, schedule and budget. Sonoma water hopes in the next week or so to have it finalized. Work groups continue to work and some that are on hiatus will start up again and the formation of regional entity and division with partners workgroup will start up again soon. Information and documentations are available at the website [twobasinsolution.org](http://twobasinsolution.org)

Public Comments:

Mark Millan, Data Instincts shared that the [twobasinsolution.org](http://twobasinsolution.org) has the schedule posted with key milestones and meetings from August 2020 through April 2022.

David Keller, FOER. Asked Pam to comment on the what seemed like recalcitrance in Mendocino County for moving ahead with what has been agreed to get the core of the two-basin solution, and their reluctance to agree to the core principles. Pam stated she hasn't been privy to the presentations that David is referring to but the working relationship has been great and helpful. David Keller noted he was referring to a column posted in the Ukiah Daily General by Devin Jones from Farm Bureau doubting workability of the two-basin solution.

10. Approve- Regional Water Supply Resiliency Study Work Plan (Phase 1) (TAC)  
Drew McIntyre, North Marin Water District

TAC has been involved with the workplan development over the last 6-8 months. The workplan was prepared by the consultant Jacobs. The workplan wraps up the initial scope of work. TAC has seen this document multiple times, most recently in both May and July meetings. After this document is approved the project will move into phase 2 and Sonoma water will start the work with Jacobs late this summer and will be an 18-month duration. Phase 2 will build upon the initial input and develop, evaluate and prioritize various resiliency options to improve overall coordination between the water contractors and agency.

Agenda item 10 approved with no objections from the TAC

11. Approve- Emergency Training & Coordination Program (TAC)  
Drew McIntyre, North Marin Water District

TAC has had the opportunity to review and comment on this item multiple times, it is now ready to be finalized and approved. This document was generated based upon 2019 Sonoma County Civil Grand Jury report and one of the findings was the coordination between SCWA and contractors could be improved by increasing training and mutual aid coordination. A subcommittee has been formed that includes a representative from each of the water contractors and Sonoma Water with Steven Hancock, SCWA as the Chair. Some of the goals are to enhance the working relationship between water contractors and the water agency in terms of emergency coordination, develop mutual aid processes and increase regional readiness and response by practicing field command and coordination.

Public Comments:

Margaret DiGenova- California American Water would like to participate in what the committee comes up with.

Agenda item 11 approved with no objections from the TAC

12. Covid-19 Training & Coordination  
Drew McIntyre, North Marin Water District

Technical staff from the water contractors meet regularly on the phone regarding Covid-19. They hold weekly calls with a regular agenda covering items such as: mutual aid, consistent messaging, sharing information on availability of PPE and safety standards. Drew wanted to recognize Sonoma Water for coordinating these calls.

Public comments:

Mark Millan, Data Instincts. Serves on Water Reuse Board of Trustees for state of California. Mark spoke on Covid-19 through sewage surveillance. Some agencies are analyzing this and gathering information. This could be useful as the epidemic leaves a community, Mark asked if this group has discussed sewage surveillance now or for the future as it evolves? Mark wanted to mention it for general awareness. Jennifer Burke, City of Santa Rosa reported that the City of Santa Rosa did offer to participate in studies early on but they were completely full. She shared that the City of Santa Rosa is more than happy to provide samples and data, but the study would have to be done by some other agency

13. SCWA Government Affairs Update  
Grant Davis and Brad Sherwood, SCWA

Brad Sherwood- Sonoma Water is following the development of economic stimulus proposal in Sacramento that relies on future tax vouchers. This could potentially provide economic relief and help water resource programs as well. Regarding AQPI-Advanced Quantitative Precipitation Information Program, Sonoma Water is moving forward with intense legislative outreach to develop ongoing operation funding for 5 new radar systems to better detect precipitation in atmospheric rivers. On the federal side, Sonoma Water continues to work with OMB administrators on various appropriation requests associated with Army Corps of Engineers. Also, Sonoma Water staff are following Congressman Huffman's office regarding the Water Resources Development Act which will most likely go to a vote next year.



14. Integrated Regional Water Management Plan(s) Update  
Grant Davis, SCWA.

The AQPI project comes out of Bay Area and radars are very important for the bay area in response and planning accurately. There will be leadership changes at the North Coast Resource Partnership. The current chair is relinquishing the Chair later this year. There will be additional leadership required. Jake McKenzie noted Judy Morris has done a great job over the years and is sorry she is leaving and would hope at some point in time it would be acknowledged.

15. Items for Next Agenda (November 2, 2020 WAC/TAC Meeting)  
Report on Covid-19 Actions  
PSPS Update

16. Check out  
Meeting adjourned at 11:26 am

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**DISBURSEMENTS - DATED AUGUST 6, 2020****Item #10**

Date Prepared 8/3/20

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 7/31/20	\$148,378.42
90304*	Internal Revenue Service	Federal & FICA Taxes PPE 7/31/20	65,425.38
90305*	State of California	State Taxes & SDI PPE 7/31/20	14,072.10
90306*	CalPERS	Pension Contribution PPE 7/31/20	38,696.14
90301*	CalPERs	August Health Insurance Premium (Employer 47,263, Retirees \$12,035 & Employee Contribution \$10,287)	69,585.21
90302*	State of California	EDD Benefit Charges (4/1/20-6/30/20)	7,079.83
90303*	US Bank Card	AWWA Webinar "Corrosion Control & Drinking Water Regulations" (McIntyre) (\$80), Zoom for Board Meetings (\$13), Porta-Potty Rental (1 month) (\$362) & Chromebook (\$243)	697.62
1	Asbury Environmental Services	Used Oil Filter & Debris Disposal	446.42
2	Athens Administrators	July Replenishment for Check Written	79.82
3	Autoworld	Service Parts for STP Boat	54.17
4	Badger Meter	1.5" Meter Registers (2)	54.90
5	Bearings & Hydraulics	Axle Lube Caps (2)	4.23
6	Borges & Mahoney	Chlorine Injectors (2) (STP)	376.74
7	Carpenter Rigging & Supply	Wire Rope (500')	259.69
8	Cunningham, Bruce & Kimberly	Refund Overpayment on Closed Account	68.18
9	Diesel Direct West	Fuel for PSPS Tank @ PRTP (300 gal) (\$1,391), Fuel for STP Generator (300 gal) (\$1,390), Diesel (430 gal) (\$1,312) & Gasoline (498 gal) (\$1,466)	5,559.48
10	Direct Line	August Telephone Answering Service	239.98

Seq	Payable To	For	Amount
11	Environmental Collaborative	Prog Pymt#1: Biological & Wetland Review-O.M. Wastewater Treatment & Storage Pond Repair (\$2,350) (Balance Remaining on Contract \$17,650) Prog Pymt#2: Biological Consulting-Old Ranch Road Tank Replacement Project (\$6,697) (Balance Remaining on Contract \$10,953)	9,047.47
12	Environmental Science Assoc	Prog Pymt#9: NMWD San Mateo Tank Permitting Assistant (Balance Remaining on Contract \$43,852)	8,465.89
13	Filley, Kathryn	Refund Overpayment of Closed Account	38.35
14	Fishman Supply	Safety Vests (10)	97.11
15	Fisher Scientific	Sodium Standard (Lab)	68.81
16	GHA Technologies	Cell Modems for SCADA Network (2)	762.58
17	Ghazzagh, Farzad	Novato "Cash for Grass" Rebate Program	290.00
18	GHD	Prog Pymt#24: Water Tank PRE 4A Replacement (Balance Remaining on Contract \$4,238.00)	3,597.25
19	Gockel, Keith - Trustee	Refund Overpayment on Closed Account	40.93
20	Goodpaster, Stacie	Exp Reimb: AWWA Membership (Budget \$280) (9/20-8/21)	286.00
21	Grady, Ken	Membranes & Electrolyte Solutions for RWF Chlorine Analyzers	82.22
22	Grainger	Lockbox for Fleet Keys (\$207), Disposable Gloves (2,000) (\$421), Miter Saw (\$389), Smoke & Carbon Monoxide Detectors (\$230), Base Molding for Front Office (\$208), Light Cover for Front Office (\$229), Pressure Washer Parts (\$123), Belt Barrier (\$280) & Miscellaneous Maintenance Parts & Supplies	3,182.66
23	Guerrero Fencing	Remove & Replace Old Damaged Fence Around District Owned Lot @ End of Vineyard Road (4,470 linear feet)	35,453.00
24	Guillen, Gishela & Harold	Refund Overpayment on Closed Account	139.08
25	Harrington Plastics	Chlorine Dioxide pH Probe (STP)	558.96

Seq	Payable To	For	Amount
26	Hopkins Technical Products	Gaskets (2) (STP)	5.46
27	Hourigan, Kelly	Novato "Washer Rebate" Program	50.00
28	Intellaprint Systems	Quarterly Maintenance on Engineering Copier/Scanner (\$447) & Maintenance on Engineering Canon Image Plotter (\$168)	614.50
29	LeBrun, Kent	Exp Reimb: Safety Boots	184.46
30	Lincoln Life	Deferred Compensation PPE 7/31/20	8,343.03
31	Marin Color Service	Primer (5 gal)	91.45
32	Marin County Tax Collector	FY21 Possessory Interest Tax Bill (25 Giacomini Rd) (7/1/20-6/30/21)	626.27
33	McLellan, WK	Misc Paving	16,331.44
34	McPhail Fuel	Propane for O.M. Generator (242 gal)	766.29
35	Mutual of Omaha	August Group Life Insurance Premium	977.25
36	Nationwide Retirement Solution	Deferred Compensation PPE 7/31/20	920.00
37	Novato Sanitary District	Treatment & Disposal of Discharge from STP	368.63
38	On Line Resource	Refund Overpayment on Closed Account	500.00
39	O'Reilly Auto Parts	Fittings ('13 Vac Excavator & Trailer)	9.79
40	Pace Supply	Elbow (\$152), Fire Check Assembly (\$1,621), Valves (6) (\$1,797), Gaskets (160) (\$467), Couplings (60) (\$1,595), Connection Rings (100) (\$312) Epoxy Double Saddle Strap (\$56), Pipe (220') (\$920), Bushings (7), Plugs (20) (\$58), Meter Spuds (40) (\$425), Tracer Wire (1,000') (\$319), Adaptors (4) (\$283), Flange Spool (\$242) & Service Saddles (15) (\$670)	8,729.66
41	Pape Machinery	Service Parts ('04 Backhoe & '09 JD Backhoe)	110.24
42	Parkinson Accounting Systems	Annual Maintenance on Accounting Software (8/1/20-7/31/21) (Budget \$7,600)	7,370.00
43	Patel, Dig	Refund Overpayment on Closed Account	14.84
44	Point Blue Conservation Science	Prog Pymt#1: Old Ranch Road Northern Spotted Owl Surveys (Balance Remaining on Contract \$1,747)	2,882.61

Seq	Payable To	For	Amount
45	Pollard Water	Tube Rounder	99.55
46	Prunuske Chatham	Refund Overpayment on Closed Account	94.17
47	Quincy Compressor	Parts for STP Compressor	508.79
48	R & B	Corp Stop & Coupling, Tees (5) (\$171), Unions (2), Valves (2) (\$1,184), Hydrant Extensions (\$76), Nipples (16) (\$155), Flange & Elbows (10) (\$120)	1,850.69
49	Recology Sonoma Marin	July Trash Removal	510.80
50	Scott Technology Group	July Monthly Maintenance on Engineering Copier (7/21/20-8/20/20)	169.91
51	Searles, Sharon & Stanley	Refund Overpayment on Closed Account	34.52
52	Sigma Pneumatics	Jack Hammer Handles (2)	116.16
53	Soiland	Asphalt Recycling (42 tons)	417.40
54	Sonoma County Water Agency	2019 Revenue Bonds-Cash Deposit Restructured Agreement for Water Supply	1,106,216.00
55	Sonoma County Water Agency	Conservation Support Program (4/1/20-6/30/20)	2,165.97
56	Sorensen, Michelle	Refund Overpayment on Closed Account	147.51
57	S-Scapes	Annual Backflow Testing (91)	5,460.00
58	Staples Business Credit	Printer (\$217), Toner (\$85), Banker Boxes (60) (\$179), Frames (6) (\$87) & Misc Office Supplies (\$224)	791.96
59	Synectic Technologies	Quarterly Phone System Maintenance	446.70
60	Thatcher of California	Ferric Chloride (9 tons) (\$7,347) & Chlorine (4,000 lbs) (\$3,766) Less Credit for Cylinder Return (-\$2,000) (STP)	9,113.40
61	Thomas Scientific	Phosphate Buffer (Lab)	77.06
62	Tompkins, Kristen	Refund Overpayment on Open Account	693.00
63	Uline	Zip Ties for Fire Service (200)	201.44
64	Underground Service Alert	Annual Membership (Arendell) (7/20-6/21)	5,120.62

Seq	Payable To	For	Amount
65	Univar	Sodium Hypochlorite (200 gal) (PRTP)	465.02
66	USA BlueBook	Forehead Scanner Thermometer (\$109), Sealed Triode (\$245) & Parts for Sludge Polymer Pump (\$276) (STP)	630.16
67	US Postal Service	Meter Postage	1,000.00
68	Verizon Wireless	Cellular Charges: Data (\$1,268), Airtime (\$186) & iPads for Asset Management (\$200)	1,654.07
69	VWR International	Lauryle Tryptose Broth (\$207) & Sodium Standard (Lab)	264.50
70	Jerry & Don's Yager Pump & Well Service	Potable Water Booster Pump Pressure Tanks for STP	2,414.63
71	Zenith Insurance	Annual Workers Comp Premium Audit Adjustment	2,261.00
<b>TOTAL DISBURSEMENTS</b>			<b><u>\$1,605,009.87</u></b>

The foregoing payroll and accounts payable vouchers totaling \$1,605,009.87 are hereby approved and authorized for payment.

  
Auditor-Controller

8/5/2020  
Date

  
General Manager

8/5/2020  
Date

# November 3, 2020 - Status of Candidates who have Taken Out Papers for Office

Lynda Roberts, Registrar of Voters, Elections

## Statewide General Election — 11/03/2020

### North Marin Water District Director, Division 2

Seats Open	Number of Candidates Who Took Papers	Number of Candidates Who Filed Papers
1	1	1

#### Candidates

Name/ Occupation	Declaration of Candidacy Filed	Candidate Statement Filed
JACK BAKER** <i>Director, North Marin Water District</i>	7/17/2020	7/17/2020

### North Marin Water District Director, Division 3

Seats Open	Number of Candidates Who Took Papers	Number of Candidates Who Filed Papers
1	1	1

#### Candidates

Name/ Occupation	Declaration of Candidacy Filed	Candidate Statement Filed
MICHAEL H. JOLY** <i>Incumbent</i>	8/7/2020	



# November 3, 2020 - Status of Candidates who have Taken Out Papers for Office

Lynda Roberts, Registrar of Voters, Elections

## Statewide General Election — 11/03/2020

### North Marin Water District Director, Division 4

Seats Open	Number of Candidates Who Took Papers	Number of Candidates Who Filed Papers
1	1	1

#### Candidates

Name/ Occupation	Declaration of Candidacy Filed	Candidate Statement Filed
STEPHEN PETTERLE** <i>Incumbent</i>	7/16/2020	7/16/2020

# DWR head: SGMA will bring more certainty to farmers

08/03/20 12:26 PM By Brad Hooker



Karla Nemeth, who directs the Department of Water Resources, said the implementation of the Sustainable Groundwater Management Act (SGMA) beginning this year will provide “agriculture with more certainty, even around surface water supplies.” Nemeth was delivering a keynote talk last week at the summer conference for the Association of California Water Agencies.

She recognized the “economic dislocation” associated with implementing the act’s local basin plans. A [report earlier this year](#) found that SGMA could cost the San Joaquin Valley as much as \$7 billion every year. Yet Nemeth emphasized that “the [cost of doing nothing](#) in the context of groundwater management will be far higher, and that uncertainty will be far greater.”

She explained that the plans being developed for SGMA will “address a long-standing need to connect surface water supplies with how we manage our groundwater basins.” They will also provide the state with focused regional perspectives on the economic impacts to both farming and communities.

**On Delta outflow:** Nemeth added that the administration is still pursuing voluntary agreements as another way to add more certainty to agricultural water customers. DWR is also working closely with the coalition behind the [Water Blueprint for the San Joaquin Valley](#), particularly on coordinating groundwater recharge projects, she said.

**On water infrastructure:** While the administration is no longer supporting a climate resilience bond this year, Nemeth said it is looking at ballot initiatives for later elections. One selling point:

“Prop. 1, which at \$7.1 billion, will have leveraged \$21 billion in investments in water in California,” she said. “That math is very important to make our case, not only in the Legislature, but to the voting public.”

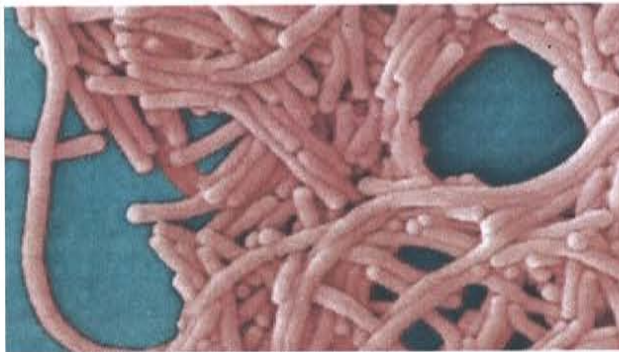
# Coronavirus shutdown causes new risk at CDC: Legionnaire's disease

By [Maggie Fox](#), CNN

Updated 7:08 AM ET, Fri August 7, 2020

**(CNN)** The US Centers for Disease Control and Prevention says it has closed several buildings it leases in Atlanta because [Legionella bacteria](#) have been found in their water systems -- bacteria that likely grew because of the prolonged pandemic shutdown.

It's a problem that people across the country need to be on the lookout for, the CDC says. The bacteria, which can cause deadly pneumonia, grow in warm or stagnant water.



## Death toll rises after a Legionnaires' disease outbreak in North Carolina

The plumbing in buildings that have been closed for months because of the coronavirus pandemic could provide a perfect breeding ground for Legionella and other waterborne pathogens, the CDC cautions.

It even happened to the CDC itself.

"During the recent closures at our leased space in Atlanta, working through the General Services Administration (GSA), CDC directed the landlord to take protective actions," the CDC said in a statement to CNN.



## Sheraton Atlanta hotel cleared to reopen after outbreak of Legionnaires' disease



"Despite their best efforts, CDC has been notified that Legionella, which can cause Legionnaires' Disease, is present in a cooling tower as well as in some water sources in the buildings. Out of an abundance of caution, we have closed these buildings until successful remediation is complete."

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Legionella bacteria are common in water everywhere. They're usually only a problem when the water gets aerosolized and people breathe it in. Showers and fountains are common sources. The name dates back to 1976, when an outbreak among people at an [American Legion convention in Philadelphia](#) affected 182 people and killed 29 of them.

People most at risk include the elderly, smokers, people with suppressed immune systems and diabetics.

Last year, the CDC reports, 4,294 cases were reported. So far this year, 1,813 cases have been reported.



#### Deadly Legionnaires' outbreak at Atlanta hotel is the largest on record in Georgia

It's not yet clear if the pandemic has worsened the problem, or perhaps eased it because people are not gathering at large hotels or working in big factory buildings as much, said Chris Edens, an epidemiologist on CDC's Legionella team. He said state health departments that normally monitor and report cases of Legionella infection are tied up dealing with coronavirus.

And no national entity systematically checks buildings to see if the bacteria has started growing in the plumbing. "There is currently no nationwide surveillance of water systems for Legionella disease," Edens said.

As people return to work and start to travel more, hospitals and clinics need to think about the possibility of Legionella, Edens said. "Flu and coronavirus are not the only things that can cause severe pneumonia," he said. If people turn up with pneumonia, it's worth testing them for Legionella -- especially since it can be treated with antibiotics, unlike flu or coronavirus.

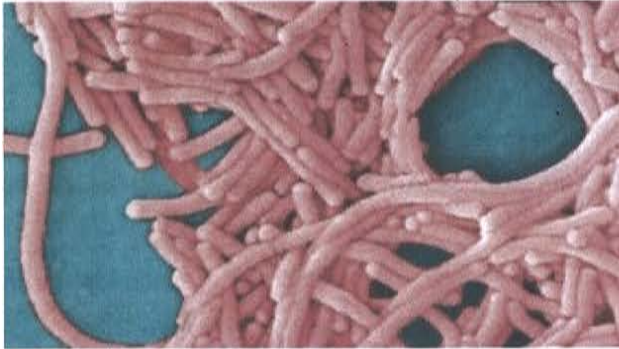
#### New Jersey Health Department is investigating a cluster of Legionnaires' disease cases

Many different buildings could be at risk, and building managers need to be aware during prolonged closures. "We are talking hotels, we are talking large office buildings, we are

even talking certain kinds of factories ... a lot of those buildings have been shut down," Edens told CNN.

"This water has been sitting and could be at risk of Legionella growth."

Poorly maintained cooling towers are another potential source.



#### Disneyland shuts down cooling towers over Legionnaires' cases

The fix is not difficult. "You want to keep the cold water cold and you want to keep your hot water hot," Edens said. Legionella flourishes at temperatures between 80° and 120° Fahrenheit. It's killed by chlorination and other disinfecting routines, but the bacteria can grow into mats that create hard-to-dislodge sludge inside pipes, Edens said.

"One of the things that we typically recommend in buildings that have been disused is flushing," he said.

"That can be as simple as turning the faucet on. Let cold or hot water course through the system. Keep that water moving."

Legionella is not the only risk, by the way. "There's lots of different waterborne pathogens," Edens said. "There are certainly other bugs out there."

"These can include other microbial hazards, such as non-tuberculous mycobacteria, changes in water chemistry that lead to corrosion, leaching of metals (such as lead) into stagnant water, disinfection by-products, and sewer gases that enter buildings through dry sanitary sewer drain traps," it says.



# The Virus Detectives: Tracking COVID-19 in Bay Area Wastewater

**LORI POTTINGER** AUGUST 3, 2020



With the number of COVID-19 cases rising, public health officials are struggling to keep up with testing and monitoring. Because wastewater carries the virus, it can provide a window into outbreaks. We talked to Eileen White, director of wastewater at the East Bay Municipal Utilities District (EBMUD), about the agency's role in tracking the spread of the virus.



**PPIC:** What is EBMUD doing to monitor COVID-19?

**EILEEN WHITE:** We've been working on this ever since the [Grand Princess Cruise ship arrived](#) at the Port of Oakland with COVID-19 in its wastewater. We reached out to the Alameda County Department of Public Health and the Centers for Disease Control (CDC) to confirm that they agreed with our approach to managing the ship's sewage while protecting our wastewater workers. Since then we've been monitoring sewage in our service area to see how much virus it contains.

Testing wastewater is a very efficient way to learn about the virus. We can take samples at strategic locations to identify the prevalence of COVID-19. You can test areas with nursing homes or schools, for example. It's like detective work, finding the specific sewersheds where the virus is rising. This doesn't replace individual tests. But because lab backlogs are

making it hard to process individual tests for the virus in a timely way, testing wastewater can help guide public health departments where they need to ramp up individual testing.

A number of studies from around the world have demonstrated that testing wastewater influent is a cost-effective way to detect and track regional COVID-19 outbreaks. It costs more than \$100 per person to be tested; for the same money, a wastewater sample will show prevalence of the infection in more than a thousand people. Here at EBMUD we're working to get our analytical methods finalized—we are moving quickly and pushing hard. We have also been sending samples to the University of South Carolina, which has a lab equipped for this kind of work, and are also partnering with the CDC, UC Berkeley, and Stanford.

**PPIC:** What can wastewater testing show about the virus in a community?

**EW:** Testing wastewater allows us to monitor trends in real time, evaluate community presence and infection rates, prioritize focus areas, and observe the impact of shelter-in-place orders. It gives public health departments a leading indicator of infection rates rather than the lagging indicator of case counts, which only occur many days after infection. This allows them to figure out in advance how the disease will increase in a particular area, and to get hospitals and ICUs ready for a surge in cases.

The unfortunate reality is there is no vaccine yet, not enough testing capacity, and it's taking too long to get results. We're not yet at a stage yet where we can predict exact numbers, but this data is a valuable indicator of where to increase testing.

**PPIC:** Is funding for this type of monitoring an issue?

**EW:** The analytical work is the biggest cost. Many wastewater agencies in the Bay Area and throughout the state are interested in getting their wastewater tested for COVID-19. This is an area where cooperation and capacity sharing among wastewater agencies are proving extremely important. We are pursuing funding to pay for this analytical work from a number of sources—the CDC, the state, and some foundations. This effort is taking our mission of protecting public health to a new level, and we're gratified to be able to play a role in trying to stop the spread of this global pandemic.



## COVID-19 Relief Negotiations Remain at Stalemate; NACWA Continues Strong Push for Water Assistance

(August 5, 2020) – Since the Senate Republican majority's release last week of their [proposed next COVID-19 relief package](#) as a counter to the House Democratic majority [HEROES Act](#), which passed the House in May, negotiations on finalizing a next COVID-19 relief/stimulus package have remained at a stalemate.

House and Senate negotiators had hoped to reach a deal by last Friday, July 31, before current enhanced unemployment benefits expired at midnight and Members of Congress were scheduled to leave town until after Labor Day for the August recess.

Aside from the strong partisan divisions between the House and Senate bills, Senate Republicans continue to struggle internally to come to a legislative consensus which has exacerbated the current stalemate. At this point, it is unclear if and when a consensus will be reached on the next COVID-19 package and what the scope of it will be.

Despite this, NACWA has continued its Congressional engagement on the importance of including the water sector in the next package. In response to direct water ratepayer assistance not being included in the Senate proposal, and the release of a report by the Senate Environment & Public Works (EPW) Democrat minority that highlighted the "need" for a federal moratorium on water shutoffs, NACWA sent a [letter](#) this week to Capitol Hill [further](#) urging the importance of federal financial assistance for public water utilities and strongly cautioning that no moratoriums on shutoffs are acceptable absent commensurate federal support to cover unpaid local rates.

Specifically, the NACWA letter requests Congress provide at least \$4 billion in emergency federal assistance to help address low-income ratepayer needs during the ongoing COVID-19 pandemic, noting that federal support programs already exist for energy and food assistance that are not linked to an emergency declaration. Furthermore, the letter firmly states NACWA's opposition to any national moratorium that is not directly tied to the local receipt of federal funding to cover a utility's financial losses and that any federal moratoriums must be limited to the duration of the COVID-19 pandemic.

As negotiations continue, **NACWA urges all members to reach out to their Senators as soon as possible to share their local experiences as it relates to delinquent accounts, suspending water shutoffs, lost commercial revenues, and the resulting financial pressure on utilities. You can feel free to use any or all of NACWA's [letter](#) in your communication.**

In the meantime, NACWA continues its near daily engagement with Congressional Leadership and other key Members of Congress on these issues. Please contact NACWA's legislative team, [Kristina Surfus](#) or [Jason Isakovic](#), with any questions or to discuss COVID-19 Congressional actions.



## Competition set in five council races in election

NOVEMBER

By Richard Halstead

[rhalstead@marinij.com](mailto:rhalstead@marinij.com)

Candidates will compete in five Marin council races in the Nov. 3 election.

Competitive council races are set in five of the six Marin municipalities where incumbents' terms are ending.

The extended filing period for candidates seeking local offices closed at 5 p.m. Wednesday. Candidates filed to challenge incumbents in San Rafael, Sausalito, San Anselmo, Fairfax and Belvedere. In Tiburon only the two incumbents — David Kulik and Holli Thier — filed.

Sausalito has the most candidates in the hunt with six — Melissa Blaustein, Aaron Singer, Joan Cox, Janelle Kellman, Vicki Nichols and Ian Sobieski — competing for three seats.

Sobieski, who filed after the initial deadline on Friday, wrote in an email, "We have an embarrassment of riches in Sausalito with a lot of good candidates. I bring my life experience as an adviser and investor into small companies, from restaurants to high tech startups."

There were no late filers in any other council races.

The San Rafael City Council and several boards in San Rafael and Novato — including the San Rafael Board of Education, the Novato Unified school board, the North Marin water board, the Novato Sanitary District board and the Novato Fire Protection District board — have switched from at-large elections and will be conducting their first zone elections.

Maika Gulati, a current San Rafael Board of Education trustee whose term is ending, is running unopposed

for the new San Rafael City Council District 1 seat. District 1 includes San Rafael's Canal neighborhood, where a large number of the county's Latino population lives.

Two other San Rafael Board of Education trustees — Rachel Kertz and Greg Knell — are running for San Rafael's new District 4 seat, which includes Terra Linda. Incumbent John Gamblin, who was appointed to the council in 2014 to replace Damon Connolly, is also running for that seat.

Gina Daly and Samantha Ramirez have filed to run for the new Area 1 seat on the San Rafael Board of Education. Knell would have been the Area 1 incumbent had he chosen to seek re-election.

Councilwoman Kate Colin and Mahmoud Shirazi, who operates a small market in downtown San Rafael, will compete to replace Mayor Gary Phillips, who is stepping down after serving two terms.

In San Anselmo, Eileen Burke and Ann Politzer will compete with incumbents Brian Colbert, John Wright and Alexis Fineman for three seats.

In Fairfax, Chance Cutrano and Joe McGarry will com-

## **ELECTION » PAGE 4**

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### **Election**

### **FROM PAGE 3**

pete with incumbents Barbara Coler, John Reed, and Bruce Ackerman for three seats.

In Belvedere, Planning Commissioner James Lynch, and residents Steve Block and Chelsea Schlunt have filed to run for City Council along with incumbent Nancy Kemnitzer. There are three seats available.

In some other local races, candidates did declare their intent after the initial deadline on Friday. One race that took shape late was the competition for two seats on the Mill Valley School District board. Joan Hottenstein, Michele Hodge, Elli Abdoli and incumbent Bob Jacobs are running.

The number of candidates seeking to replace Armando Quintero as the Division 2 representative on the Marin Municipal Water District board also increased after the initial deadline. Mark Lubamersky and Monty Schmitt joined Carsten Andersen as candidates for that position. Chris Hobbs is running to unseat Larry Russell, who holds the Division 5 seat on the MMWD board.

The two incumbents whose terms are ending on the Marin Healthcare District board, Harris Simmonds and Ann Sparkman, are seeking re-election. They are being challenged by Edward Alfrey, Marin- Health Medical Center's trauma surgery director, and Melissa Bradley.

Larry Bedard, chairman of the district board, said at its Tuesday night meeting the board voted to switch to district

elections following completion of the 2020 census. The board made the decision under the threat of a lawsuit. Bedard has endorsed Alfrey.

All four of the Marin Community College District's board members whose terms are ending — Stephanie O'Brien, Philip Kranenburg, Eva Long and Stuart Tanenberg— filed to seek re-election along with two challengers, Robbie Powelson and Paul Da Silva.

Felicia Agrelus is running to unseat incumbent Robert Goldman who holds the Area 4 seat on the Marin County Board of Education.

Lisa Bennett, Jennifer Conway, Alena Maunder and Yasmine McGrane will compete for two seats on the Sausalito Marin City School District board.

Desmond Fambrini and Julie Jacobson filed to compete for the new Area 3 seat on the Novato Unified School District board.

Five candidates — Brandon Johnson, Tiffany McElroy, Mandy Downing and incumbents Karen Loebbaka and Leslie Harlander — will compete for two seats on the Tamalpais Union High School District board.

A complete list of candidates who filed is at [bit.ly/2DPW4jo](https://bit.ly/2DPW4jo).

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