



NORTH MARIN WATER DISTRICT
AGENDA - REGULAR MEETING
February 2, 2021 – 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.

Est. Time	Item	Subject																				
6:00 p.m.	CALL TO ORDER																					
	1.	APPROVE MINUTES FROM REGULAR MEETING , January 19, 2021																				
	2.	GENERAL MANAGER'S REPORT																				
	3.	OPEN TIME: (Please observe a three-minute time limit) This section of the agenda is provided so that the public may express comments on any issues not listed on the agenda that are of interest to the public and within the jurisdiction of the North Marin Water District. When comments are made about matters not on the agenda, Board members can ask questions for clarification, respond to statements or questions from members of the public, refer a matter to staff, or direct staff to place a matter of business on a future agenda. The public may also express comments on agenda items at the time of Board consideration.																				
	4.	STAFF/DIRECTORS REPORTS																				
	5.	QUARTERLY FINANCIAL STATEMENT																				
	<div>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.<table><tr><th></th><th>Consent - Approve Water Agreement</th><th><u>Type</u></th><th><u>DU</u></th><th><u>EU</u></th></tr><tr><td>6.</td><td>Gateway Commons Fire Service 44, 46, 48, 50 and 49L Inyo Circle, APN 152-241-61, 62, 63 and 64</td><td>CM</td><td>0</td><td>0 Resolution</td></tr><tr><td>7.</td><td colspan="4">Consent –Approve: ESA Consulting Services Agreement Amendment No. 3 – Post Construction Monitoring Services for Gallagher Ranch (Lagunitas Creek) Streambank Stabilization Project</td></tr><tr><td>8.</td><td colspan="4">Consent –Approve: Bid Advertisement Budgeted FY21 Coat Top of Concrete Clearwells Project</td></tr></table></div>			Consent - Approve Water Agreement	<u>Type</u>	<u>DU</u>	<u>EU</u>	6.	Gateway Commons Fire Service 44, 46, 48, 50 and 49L Inyo Circle, APN 152-241-61, 62, 63 and 64	CM	0	0 Resolution	7.	Consent –Approve: ESA Consulting Services Agreement Amendment No. 3 – Post Construction Monitoring Services for Gallagher Ranch (Lagunitas Creek) Streambank Stabilization Project				8.	Consent –Approve: Bid Advertisement Budgeted FY21 Coat Top of Concrete Clearwells Project			
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	ACTION CALENDAR																					
	9.	Approve : Amendment No. 1 of Water Service Agreement Residence Inn by Marriott - APN 143-011-06																				
		CM 0 0 Resolution																				
	10.	Approve: Renaming Indian Valley Golf Course Access Driveway to Jeff McAndrew Lane																				
	11.	Approve: Proposed FY21/22 Budget Review Schedule																				
	12.	Approve: Proposed FY 21/22 Rate Hearing Schedule																				
	13.	Approve: Renew Declaration of Local Emergency Related to COVID-19 Pandemic																				
	INFORMATION ITEMS																					
	14.	Preparing for Dry Year Conditions																				
	15.	Winter Outreach Campaign 2021																				
	16.	TAC Meeting – January 4, 2021																				
	17.	MISCELLANEOUS Disbursements – Dated January 21, 2021 Disbursements – Dated January 28, 2021 Point Reyes Light – Salinity Notice – January 14, 2021 Point Reyes Light – Salinity Notice – January 21, 2021																				

Est. Time	Item	Subject
		Information - FY21 2 ND Quarter Labor Cost Report
		Increase in Directors' Compensation
		County of Marin Paving Moratorium
		City of Novato Paving Moratorium
		Water Boards – Media Release – Survey results show COVID-19 financial impact on water systems, customers
		NOAA Three-Month Outlook Temperature and Precipitation Probability
		<u>News Articles:</u>
		Marin IJ –Editorial - McGuire is on track with housing bill
		The Press Democrat – Sonoma County flirts with drought as reservoirs recede in water-poor winter
		Marin IJ – THE COUNTY -Pension system outlook lowered
		Point Reyes Light – Inverness scopes tax for fire, drought preparedness
		Marin IJ – Fireman's Fund site sold; housing, businesses likely
7:00 p.m.	18.	ADJOURNMENT

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)

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DRAFT
NORTH MARIN WATER DISTRICT
MINUTES OF REGULAR MEETING
OF THE BOARD OF DIRECTORS
January 19, 2021

CALL TO ORDER

President Grossi 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 Grossi called the regular meeting of the Board of Directors of North Marin Water District to order at 6:00 p.m. and the agenda was accepted as presented. President Grossi 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 Grossi 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 Grossi noted that due to the virtual nature of the meeting he will request a roll call of the Directors. A roll call was done, those in remote attendance established a quorum. Participating remotely were Directors Jack Baker, Rick Fraites, Jim Grossi, Michael Joly and Stephen Petterle.

President Grossi 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), Tony Williams (Assistant GM/Chief Engineer), Terrie Kehoe (District Secretary), Julie Blue (Auditor-Controller), Robert Clark (Operations/Maintenance Superintendent), Ryan Grisso (Water Conservation Coordinator) and Monica Juarez (Receptionist/Customer Service Assistant).

President Grossi announced for those joining the virtual meeting from the public to identify themselves. Ken Levin from the Point Reyes Village Association joined remotely at 6:20 p.m.

MINUTES

On motion of Director Joly seconded by Director Fraites the Board approved minutes from the January 5, 2021 meeting by the following vote:

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

NOES: None

ABSTAIN: None

ABSENT: None

GENERAL MANAGER'S REPORT

MMWD Request to Reactivate Kastania Pump Station

Mr. McIntyre reported Marin Municipal Water District (MMWD) has made outreach to the District and there was some preliminary discussion about MMWD investigating the potential benefits associated with reactivating Kastania Pump Station. Mr. McIntyre stated NMWD's 2015 Aqueduct Energy Efficiency Project allowed the delivery of 18M gallons to be gravity fed therefore eliminating the need of the pump station. Director Petterle noted that CEQA's description of the 2015 project was that we would gravity feed the historical deliver and, as we had no intention increase deliveries in the future, it would be MMWD's responsibility to conduct CEQA for any project that results in increased deliveries. Mr. McIntyre agreed stating that any new project would have to be instigated by MMWD not NMWD. Director Petterle added that we also need to be sure any future project does not interfere with our water rights. Mr. McIntyre stated that staff will continue to keep a close eye on how this develops to ensure our interests are not jeopardized. Director Fraites asked how much more water MMWD wishes to acquire. Mr. McIntyre replied that an amount was not identified in the discussion. Director Fraites noted we have rights to 18M gallons and asked what happens to water that NMWD does not use. Mr. McIntyre responded that our contractional water delivery amounts peak at 14,100 ac-ft per year with a maximum daily flow rate of 19.9 MGD. Mr. McIntyre added there are questions and not many answers at this early stage

Dry Year Conditions Update

Mr. McIntyre apprised the Board that on January 8, 2021 Sonoma County Water Agency (SCWA) submitted a temporary urgency change petition (TUCP) to the state to reduce releases from Lake Mendocino. He stated no word has been received yet , but SCWA hopes to hear back soon. Mr. McIntyre noted at the first Board meeting in February he will have a dry year conditions update for 2021. He added that staff has been in discussion with MMWD regarding backfeeding of Stafford Lake and he will have more to report at the next meeting. Mr. McIntyre also notified the Board that the District as well as the other water contractor partners will be pushing out a social media public outreach campaign with the slogan "It's A Dry Year – Save Water With Us".

Point Reyes Coast Guard Housing Reuse Meeting January 14, 2021 – Re: Wastewater Disposal

Mr. McIntyre advised the Board that on January 14th that he, Pablo Ramudo and Tony Williams participated in a virtual meeting with Supervisor Rodoni and representatives from CLAM and Eden Housing regarding the letter we recently sent raising concern about the identified potential wastewater disposal locations. He stated it was a constructive meeting, but the county and their partners still have a lot of work to do to make sure that the recommended project is one that will not compromise NMWD's water supply for our West Marin Customers.

Indian Valley Golf Course (IVGC) Access Driveway – Renaming in Honor of Jeff McAndrew

Mr. McIntyre announced he was contacted by Glenn Dunn, the IVGC restaurant manager regarding a request to name the golf course access driveway beyond the Stafford Treatment Plant, "Jeff McAndrew Lane", in honor of Jeff McAndrew, the fifty plus year owner/manager who passed away earlier this month. He added he thought this was a worthwhile request from the current IVGC staff. Mr. McIntyre stated if there is a consensus from the Board tonight he will bring this back as an action item at the next Board meeting. There was a general consensus of the Board to move this item forward as an action item.

OPEN TIME

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

STAFF/DIRECTORS REPORTS

President Grossi asked if staff or Directors had anything to report and there was nothing to report.

MONTHLY PROGRESS REPORT

The Monthly Progress Report for December was reviewed. Mr. McIntyre reported that water production in Novato was up 30% from one year ago. In West Marin, water production was up 6% from one year ago. Recycled Water production was down 62% from one year ago. The Board was apprised that Stafford Lake was at 28% capacity, Lake Sonoma was at 65% and Lake Mendocino was at 45% capacity. In Oceana Marin effluent volume at 0.512 MG was down 15% from one year ago and pond freeboard levels are good so we are ready to store the rain. Under Safety and Liability, we had forty-four days without a lost time injury. On the Summary of Complaints and Service Orders, the Board was apprised that total numbers are down 34% from December one year ago. Mr. McIntyre noted there were not as many questionnaires sent out with thirty-one mailed to customers and only ten returned, noting COVID has had an impact on the rate of return.

Director Joly asked if we ever found the answer on why the September Novato potable

water usage was down 20%. Mr. McIntyre replied staff reviewed all the data and did not find any meter reading errors.

Ms. Blue reported on the December 2020 Investments, where the District's portfolio holds \$25M earning a 0.82% average rate of return. Ms. Blue noted that during November the cash balance increased by \$154,889. She also noted the LAIF rate is 0.54.%.

CONSENT ITEMS

On the motion of Director Petterle, and seconded by Director Fraites the Board approved the following item on the consent calendar by the following vote:

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

NOES: None

ABSTAIN: None

ABSENT: None

SET SPECIAL MEETING FOR WEST MARIN STUDY WORKSHOP – FEBRUARY 23, 2021

Staff identified February 23, 2021 at 6:00 p.m. as an appropriate date and time for the West Marin (WM) Water Rate Study Workshop. All West Marin Water Customers are invited to join the Board, staff and consultant Mark Hildebrand to discuss the current rate study.

ACTION ITEMS

2020 WEST MARIN DRY YEAR WATER CONDITIONS REPORT

Mr. Grisso stated at the last meeting he presented this information in draft form. He noted NMWD is required to prepare a report detailing the dry year summer month water conditions (July through October), including flow conditions as reported at the Gallagher gauge and comparisons with flows at the Samuel P. Taylor Park gauge. Mr. Grisso added the report also documented conservation efforts, assessed the strengths and weaknesses of the Water Shortage Contingency Plan and the Salinity Intrusion Plan. Additionally, he reported on increased usage which was influenced by this past year and included; higher residential occupancy due to COVID, the Woodward Fire and hydrant meter water used for construction. Mr. Grisso reported even with these occurrences the demand has been much lower than before when you compare the numbers to historical water use in the early 2000's.

Director Joly commended Mr. Grisso for his report. Director Fraites stated the incredible drop of usage of the past years makes him wonder. Mr. Grisso replied that people have become more aware of how important it is to conserve. Mr. Levine sent a Zoom chat thanking staff and the Directors.

On the motion of Director Joly, and seconded by Director Baker the Board approved the West Marin 2020 Dry Year Conditions Report by the following vote:

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

NOES: None

ABSTAIN: None

ABSENT: None

REVISED SENIOR ENGINEER JOB DESCRIPTION AND AUTHORIZE RECRUITMENT

Mr. Williams stated the education requirements in the Senior Engineer Job Description were broadened to enable not just Civil or Mechanical Engineers to apply, but other related academic engineering disciplines. Additionally, he noted the position will still require professional registration from the state in Civil or Mechanical Engineering. Mr. Williams reminded the Board that the Engineering Department has been without an Associate Engineer since the end of September. He also reminded the Board that Ms. Chandrasekera was promoted to the senior position in her last months of her employment. Mr. Williams stated the last recruitment for Associate Engineer only had three candidates qualified for the position and staff was unable to get an accepted offer. Mr. Williams noted staff is proposing to revise the position in order to attract more candidates.

Director Joly asked why staff was unable to close the offer with the top candidate. Mr. Williams replied perhaps the applicant declined due to salary, or personal ties he had with his current employer. Director Joly asked if the hierarchy of the positions will be, Assistant GM/Chief Engineer, Senior Engineer and then Associate Engineer. Mr. Williams confirmed. Director Grossi stated that it makes sense moving forward. Director Baker expressed his support in the revision of the job description and recruitment, however he stated he would like to have an informal discussion with staff on the topic.

On the motion of Director Petterle, and seconded by Director Joly the Board approved the revised Senior Engineer job description by the following vote.

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

NOES: None

ABSTAIN: None

ABSENT: None

RENEW DECLARATION OF LOCAL EMERGENCY RELATED TO COVID-19 PANDEMIC

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

Mr. McIntyre reminded the Board that staff has been operating under partial Emergency Operations Center (EOC) activation. On December 3, 2020 Governor Newsom announced that all sectors other than retail and essential operations will be closed in regions of California were

less than 15% of intensive care unit (ICU) beds are available under a new Regional Stay Home Order. Mr. McIntyre reported the state's regional stay at home order is still in effect for the Bay Area with ICU capacity at 7.4% which is well below the 15% minimum needed to lessen the stay at home order restrictions. He noted the stay at home restrictions currently impact 91% of the population within the state of California and only two regions are not under this order, Northern California and Greater Sacramento. Mr. McIntyre reminded the Board that he sent a letter to Dr. Matt Willis, the Marin County Public Health Officer, requesting that NMWD staff receive priority in Phase 1B distribution for essential workers as described in the CDC's playbook. Mr. McIntyre stated he was recently informed water and wastewater workers are currently in the Phase 1C group with an estimated start date for vaccinations no earlier than March. He added sometime in April is probably more realistic.

Director Grossi stated it is important to follow this issue, noting rental and utility debt is increasing and whether these costs will be covered by the state or federal government is up in the air. He stated he was glad to see staff keeping an eye on it and added that he is dealing with the vaccine issue on the education side, the process is a mess and they often are not following their own rules.

Mr. McIntyre announced maximum workplace spacing continues and walk in services remain suspended. He added a summary of key emergency action items taken and resulting cost impacts were provided in Attachment 1, which identified COVID related costs have increased ~\$17,250 in December. Additionally, the delinquent balances due on accounts have increased from \$52,000 in December of 2019 to \$124,000 in December of 2020. Mr. McIntyre noted this was a \$72,000 increase.

On the motion of Director Fraites, and seconded by Director Joly 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

INFORMATION ITEMS

ENTERPRISE FLEET MAINTENANCE PROGRAM FOR FLEET VEHICLES – SECOND YEAR REVIEW

Mr. Clark reviewed the second year Enterprise Fleet Management Program for Fleet Vehicles. He reported the District continues to see an estimated annual saving of as much as

\$12,000 per year in overall fleet operations. Mr. Clark noted the District plans to look at the EFM maintenance program after this year prior to when the fourth round of vehicles are leased to evaluate whether additional savings can be obtained.

Director Joly asked if in the second year there was a savings of \$31,400 where was the \$12,000 savings number derived. Mr. Clark replied the estimated \$12,000 annual savings is based on the full term of the program. He noted we were unable to purchase the vehicles early enough and normally the orders are done in September/October, but instead we placed our order in January/February and expect to get our vehicles in May/June of 2021.

GREEN HOUSE GAS EMISSION REDUCTION PROGRESS – REPORTING YEAR 2019

Mr. Clark reported on the Green House Gas (GHG) Emission Reduction Progress for year 2019 and reviewed the data from the Green House Gas Emission Tracking. He stated NMWD has been committed to reducing its GHG emissions since 2006 by becoming a member of the California Climate Action Registry (CCAR). Mr. Clark noted NMWD has met its future GHG reduction targets for electric use with the STP Solar Project and the Marin Clean Energy Program, and in two of the past ten years met the 2020 GHG reduction target for fleet use. Additionally, Mr. Clark stated other efficiency improvements are expected in the future with the District Headquarters renovation and use of a more efficient vehicle fleet.

Director Joly asked when the Board can expect to see an electric vehicle fleet. Mr. Clark replied that they are very expensive, noting we have purchased hybrids in the past that did not pan out as the literature stated. He emphasized that we do not want to be the first to purchase an electric utility vehicle until we learn more about their reliability. Director Fraites stated batteries are the way of the future and in the next few years we should see a great improvement in the electric vehicle. Mr. Clark stated he has had this discussion with Enterprise and they know all about these types of vehicles and will help us make the right decision when the time comes.

ANNUAL REPORT ON BOARD COMPENSATION

Ms. Blue presented the Annual Report on Board Compensation. She explained in order to comply with the requirements of AB. 2020 and AB 1234, the District prepares a yearly report of the annual compensation and expense reimbursements paid to each Board member. Ms. Blue stated part of the requirement is transparency and reporting out on meeting attendance.

MISCELLANEOUS

The Board received the following miscellaneous items: Disbursements – Dated January 7, 2021, Disbursements – Dated January 14, 2021, Point Reyes Light - Salinity Notice – December 24, 2020, Point Reyes Light - Salinity Notice – December 31, 2020, Point Reyes Light – Salinity Notice – January 7, 2021 and 8-inch Main Break Summary – School Road near School

Road Pump Station.

The Board received the following news articles: Marin IJ – Editorial – Putting it on line to defend water rates; San Francisco Chronicle – Bay Area forecast: Dry conditions to persist for weeks as window to make up for arid winter starts closing; Point Reyes Light – Letters – New water alternative, and NBC Bay Area – Water Bill Debt Soars During Pandemic, Prompting Fears of Future Shutoffs.

The Board received the following social media posts: NMWD Web and Social Media Report – December 2020.

Director Joly commented that the social media report was great, however he would like to see a message go out about the free fire protection service the District gives to the community. He added, for example the Woodward Fire used 1.2M unmetered gallons of water and it would be nice to get the message out especially with the increase of rates and the dry year conditions. He stressed it would be good to have the public understand and appreciate the service that we do. Mr. McIntyre agreed and stated he will work with Mr. Grisso and Kiosk to determine the best way to identify all the services we provide.

Director Baker stated he appreciated staff's the summary on School Road leak and found it to be very interesting. He wondered if this was an indication the pipe was thinning out, since compared to other pipes this one was not terribly old. He also considered the possibility of location. Director Baker asked if we might expect more of same. Mr. Williams replied that staff will be taking additional pipe integrity samples in the same area in order to look for trends since there is currently limited data.

President Grossi adjourned the meeting at 7:08 p.m.

Submitted by

Theresa Kehoe
District Secretary

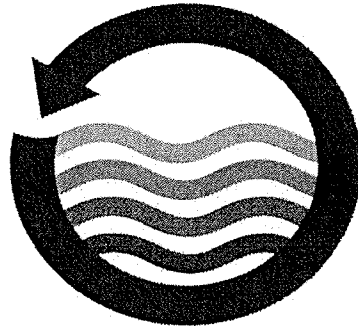
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NORTH MARIN WATER DISTRICT



FINANCIAL STATEMENT FISCAL YEAR 2020-21

December 31, 2020

**NORTH MARIN WATER DISTRICT
FINANCIAL STATEMENTS
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MEMORANDUM

To: Drew McIntyre, General Manager

January 29, 2021

From: Reviewed by: Julie Blue, Auditor-Controller

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

Subj: Information – FY20/21 December Financial Statement

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FISCAL YEAR PERFORMANCE COMPARED TO THE ANNUAL BUDGET

CONSOLIDATED SUMMARY

Actual vs. Budget	Dec-20 Actual	FY20/21 Actual YTD	FY20/21 Budget	FYTD / Budget %
Operating Revenue	\$1,552,819	\$13,459,973	\$22,646,000	59%
Operating Expense	1,880,621	12,170,847	21,598,000	56%
Non-Operating Revenue / (Expense)	(30,869)	(110,117)	(199,000)	55%
Net Income / (Loss)	(\$358,672)	\$1,179,008	\$849,000	139%
Other Sources / (Uses)*	513,560	1,498,929	(4,817,000)	-
Cash Increase / (Decrease)	\$154,888	\$2,677,938	(\$3,968,000)	-

* See Page 8.

For the first six months of fiscal year 2020-2021, the District generated a net income of \$1,179,008 and saw a net cash increase of \$2,677,938. On a seasonally adjusted basis, Operating Revenue came in 7% over budget and Operating Expense came in 8% over budget. \$1,626,071 (24%) 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 140%.

SUMMARY INCOME STATEMENTS BY SERVICE AREA

PRESENTED IN ACCORDANCE WITH GENERALLY ACCEPTED ACCOUNTING PRINCIPALS

NOVATO WATER

Year over Year Comparison	Dec-20 Actual	FY20/21 Actual YTD	FY19/20 Actual YTD	FY21 vs 20 Up/(Down)
Operating Revenue	\$1,485,690	\$11,763,731	\$11,211,348	5%
Operating Expense	1,672,235	10,706,321	9,431,139	14%
Other Income / (Expense)	(83,987)	(79,250)	(23,944)	231%
Net Income / (Loss)	(\$270,533)	\$978,161	\$1,756,264	(44%)
Active Accounts	20,569	20,569	20,529	(0%)
Consumption (MG)	162	1,473	1,406	5%
Average Commodity Rate / 1,000 gal	\$6.43	\$6.22	\$6.16	1%
Income / (Loss) / Active Account	(\$13.15)	\$47.56	\$85.55	(44%)
Income / (Loss) / 1,000 Gal	(\$1.67)	\$0.66	\$1.25	(47%)
Connection Fee Revenue	\$28,600	\$1,700,600	\$1,417,135	20%
FRC Transfer (to)/from Recycled Water	\$0	(\$793,919)	\$786,862	-
Caltrans Capital Contribution	\$0	\$8,100	\$725	1018%
MMWD AEEP Capital Contribution	\$0	\$205,320	\$205,320	0%
Developer 'In-Kind' Contributions	\$66,909	\$594,417	\$532,217	12%

Consumption for the fiscal year to date was 5% more than the prior year same period. Total operating revenue, which includes wheeling and other miscellaneous service charges, increased 5% (\$552,383) from the prior year same period. Total operating expense was \$1,275,181 more than last year same period.

The Stafford Treatment Plant produced 211 MG this fiscal year-to-date at a cost of \$4,582/MG¹ versus \$3,071/MG³ from SCWA. The budget for Stafford is 650 MG at a cost of \$3,305/MG.

Staff time (hours) charged to Novato operations was 3% less than last year. Salary and benefit cost was \$1,821,436, which was 28% 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 \$978,161 compares to a budgeted net income for the year of \$546,000 and to a net income of \$1,756,264 for the prior year. \$476,213 (10%) of the Novato Water Capital Improvement Project Budget was spent versus \$750,563 (17%) for the prior year. \$1,700,600 in connection fees have been collected (\$486,000 is budgeted). Connection Fee reserves totaling \$793,919 were transferred this fiscal year from the Novato Water Fund to the Recycled Water Fund. The Novato Connection Fee Reserve has a net deficit of \$6,098,274 arising from transfers to the RW Fund in advance of Connection Fee receipts. This is up from a net deficit of \$5,960,467 last year. That deficit will be reimbursed by future Connection Fee revenue. The Novato cash balance decreased \$180,272 in December, and stood at \$18,420,762 at month end, compared to a budgeted projection of \$13,079,000 at fiscal year-end.

NOVATO RECYCLED	Dec-20	FY20/21	FY19/20	FY21 vs 20
Year over Year Comparison	Actual	Actual YTD	Actual YTD	Up/(Down)
Operating Revenue	\$26,172	\$1,002,575	\$758,369	32%
Operating Expense	91,897	846,935	516,245	64%
Other Income / (Expense)	(9,726)	(98,353)	(48,545)	103%
Net Income / (Loss)	<u>(\$75,451)</u>	<u>\$57,287</u>	<u>\$193,579</u>	(70%)
Active Accounts	94	94	93	1%
Consumption (MG)	3.3	154.1	121.4	27%
Average Commodity Rate / 1,000 gal (net)	\$6.26	\$6.24	\$5.97	4%
Deer Island Production (MG)	3.0	3.0	6.4	(53%)
Novato Sanitary Production (MG)	83.7	121.2	89.0	36%
Las Gallinas Production (MG)	0.2	21.3	31.3	(32%)
Potable Water Input (MG)	2.6	11.8	16.7	(30%)

154.1 MG was delivered to RW customers this fiscal year-to-date, 27% more than the prior year. Operating revenue was 32% more than last year. Total operating expense was 64% more than the prior year same period. The recycled water was produced at a cost of \$1,938/MG² (including potable water consumed) versus \$3,071/MG³ from SCWA. The budgeted production cost of recycled water is \$2,023/MG.

The fiscal year net income of \$57,287 compares to a budgeted net loss for the year of \$19,000 and a net income of \$193,579 for the prior year same period. None of the Capital Improvement Project Budget has been expended this fiscal year-to-date.

The Novato Recycled cash balance stood at \$5,423,328 at month end, \$4.2M 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.

¹ Stafford production cost = TP op expense (\$574,366) + SRF loan interest (\$101,362) + plant depreciation (\$291,074)/ 211 MG produced

² Recycled Water production cost = purchased water cost (\$216,063) + treatment expense (\$9,120) + Deer Island RW Facility SRF loan interest (\$21,116) + Deer Island plant depreciation (\$57,960)/ 157 MG produced

³ SCWA production cost per MG = O&M charge (\$2,512) + debt service charge (\$207) + Russian River conservation charge (\$326) + Russian River projects charge (\$27)

WEST MARIN WATER	Dec-20	FY20/21	FY19/20	FY21 vs 20
Year over Year Comparison	Actual	Actual YTD	Actual YTD	Up/(Down)
Operating Revenue	\$18,025	\$556,074	\$554,394	0%
Operating Expense	83,256	478,684	376,992	27%
Other Income / (Expense)	29,977	32,073	65,478	(51%)
Net Income / (Loss)	<u>(\$35,253)</u>	<u>\$109,464</u>	<u>\$242,879</u>	(55%)
Active Accounts	784	784	782	0%
Consumption (MG)	4.5	38.5	38.7	(1%)
Average Commodity Rate / 1,000 gal (net)	\$0.05	\$11.81	\$11.74	1%
Income/ (Loss) / Active Account	(\$44.97)	\$139.62	\$310.59	(55%)
Income / (Loss) / 1,000 Gal	(\$7.84)	\$2.84	\$6.28	(55%)
Connection Fee Revenue	\$0	\$0	\$0	-
Developer 'In-Kind' Contributions	\$0	\$0	\$0	-

Consumption for the fiscal year was 1% less than the prior year. Operating revenue of \$556,074 was about the same as the prior year.

Operating expenditures were \$101,691, or 27% more than the previous year same period. The fiscal year net income of \$109,464 compares to a budgeted annual net income of \$237,000 and to a net income of \$242,879 for the prior year same period. \$1,121,876 (76%) of the Capital Improvement Project Budget was expended this fiscal year-to-date, and no connection fees were collected (\$23,000 is budgeted). The West Marin Water cash balance decreased \$80,790 in December and stood at \$653,545 at month end, compared to a budgeted projection of \$386,000 at June 30, 2021.

OCEANA MARIN SEWER	Dec-20	FY20/21	FY19/20	FY21 vs 20
Year over Year Comparison	Actual	Actual YTD	Actual YTD	Up/(Down)
Operating Revenue	\$22,932	\$137,592	\$130,572	5%
Operating Expense	33,233	138,908	126,981	9%
Other Income / (Expense)	32,867	35,412	37,625	(6%)
Net Income / (Loss)	<u>\$22,566</u>	<u>\$34,096</u>	<u>\$41,216</u>	(17%)
Active Accounts	235	235	234	0%
Monthly Sewer Service Charge	\$98	\$585	\$93	530%
Income / (Loss) / Active Account	\$96.02	\$145.09	\$176.14	-
Connection Fee Revenue	\$0	\$0	\$0	-

Operating revenue of \$137,592 was 5% more than the previous year due to the 5% rate increase effective July 1, 2020. Operating expenditures were 9% \$11,926 more than the previous year. The fiscal year-to-date net income of \$34,096 compares to a budgeted annual net income of \$85,000 and to a net income of \$41,216 for the prior year. \$27,982 (10%) 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 increased \$237,114 in December and stood at \$429,120 at month end, compared to a budgeted projection of \$387,000 at June 30, 2021.

**NORTH MARIN WATER DISTRICT
STATEMENT OF NET POSITION
FOR THE PERIOD ENDING DECEMBER 31, 2020**

	TOTAL	NOVATO WATER	NOVATO RECYCLED	WEST MARIN WATER	OCEANA MARIN SEWER
ASSETS					
Cash & Investments					
Unrestricted/Undesignated Cash	\$4,468,609	\$2,776,426	\$987,696	\$350,373	\$354,114
Restricted Cash (Note 1)					
Connection Fee Fund	\$0	\$0	\$0	\$0	\$0
Bank of Marin Project Fund	18,065	18,065	0	0	0
AMI Project Loan Fund	0	0	0	0	0
Deer Island RWF Replacement Fund	1,802,963	0	1,802,963	0	0
Capital Replacement & Expansion Fund	1,561,481	0	1,561,481	0	0
Tax Receipts Held in Marin Co Treasury	632	0	0	576	56
STP SRF Reserve-Marine 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
Designated Cash (Note 2)					
Liability Contingency Fund	\$1,430,370	\$1,331,485	\$0	\$98,885	\$0
Workers' Compensation Fund	533,563	502,785	8,117	16,711	5,950
Retiree Medical Benefits Fund	4,658,025	4,658,025	0	0	0
Maintenance Accrual Fund	2,500,000	2,500,000	0	0	0
Operating Reserve Fund	5,940,000	5,511,000	173,000	187,000	69,000
Total Cash	\$24,848,253	\$18,342,260	\$5,423,328	\$653,545	\$429,120
Gain/(Loss) on MV of Investments	\$78,502	\$78,502	\$0	\$0	\$0
Market Value of Cash & Investments	\$24,926,755	\$18,420,762	\$5,423,328	\$653,545	\$429,120
Current Assets					
Net Receivables - Consumers	\$1,244,822	\$1,077,485	\$62,814	\$118,929	(\$14,406)
Accrued Water Sales	1,240,621	1,131,101	65,335	44,185	0
Accounts Receivable-Other	298,772	74,068	18,558	0	206,147
Prepaid Expense	574,266	572,064	0	0	2,202
Reimbursable Small Jobs	79,703	79,703	0	0	0
Interest Receivable	61,311	60,348	963	0	0
Inventories	669,123	669,123	0	0	0
Deposits Receivable	28,013	28,013	0	0	0
Total Current Assets	\$4,196,630	\$3,691,905	\$147,669	\$163,114	\$193,943

**NORTH MARIN WATER DISTRICT
STATEMENT OF NET POSITION
FOR THE PERIOD ENDING DECEMBER 31, 2020**

	TOTAL	NOVATO WATER	NOVATO RECYCLED	WEST MARIN WATER	OCEANA MARIN SEWER
Loans Receivable					
Employee Loans (Note 3)	\$524,996	\$524,996	\$0	\$0	\$0
Other Long Term Receivables (Note 4)	3,459,978	2,224,108	1,235,870	0	0
Loans Receivable	\$3,989,674	\$2,749,104	\$1,235,870	\$0	\$0
Property and Plant					
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	107,869,632	70,505,242	31,455,961	5,908,429	0
Sewer Mains, Pumps, & Laterals	1,258,111	0	0	0	1,258,111
Sub-Total	\$192,880,030	\$145,810,874	\$35,765,617	\$9,186,257	\$2,117,282
Less Accumulated Depreciation (Note 5)	(61,668,299)	(51,696,756)	(4,645,205)	(4,212,588)	(1,113,751)
Net Property and Plant	\$131,211,731	\$94,114,118	\$31,120,412	\$4,973,670	\$1,003,531
Buildings and Equipment (Note 6)					
Buildings	\$2,119,365	\$2,119,365	\$0	\$0	\$0
Office Equipment	840,251	840,251	0	0	0
Laboratory Equipment	313,376	313,376	0	0	0
Trucks & Automobiles	1,287,718	1,287,718	0	0	0
Construction Equipment	974,660	974,660	0	0	0
Tools, Shop Equipment	220,890	220,890	0	0	0
Sub-Total	\$5,756,261	\$5,756,261	\$0	\$0	\$0
Less Accumulated Depreciation (Note 5)	(4,451,971)	(4,451,971)	0	0	0
Net Buildings and Equipment	\$1,304,290	\$1,304,290	\$0	\$0	\$0
Construction In Progress					
Developer	\$1,146,038	\$1,146,038	\$0	\$0	\$0
District	5,144,954	1,907,147	470,660	2,494,635	272,511
Total Construction in Progress	6,290,992	3,053,185	470,660	2,494,635	272,511
Net Utility Plant	138,807,012	98,471,593	31,591,072	7,468,305	1,276,042
Deferred Outflow of Resources-GASB68	2,795,641	2,795,641	0	0	0
Deferred Outflow of Resources-GASB75	341,851	341,851	0	0	0
TOTAL ASSETS	\$175,052,863	\$126,470,856	\$38,397,939	\$8,284,964	\$1,899,104

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**NORTH MARIN WATER DISTRICT
STATEMENT OF NET POSITION
FOR THE PERIOD ENDING DECEMBER 31, 2020**

	TOTAL	NOVATO WATER	NOVATO RECYCLED	WEST MARIN WATER	OCEANA MARIN SEWER
LIABILITIES AND NET ASSETS					
Current Liabilities					
Trade Accounts Payable	\$1,255,567	\$1,154,864	\$59,623	\$41,080	\$0
Reimbursement Prog. Unclaimed Funds	164,316	153,216	0	11,100	0
Loan Debt Principal Payable-Current	1,656,255	858,581	797,674	0	0
Bank of Marin Principal Payable-Current	387,867	338,220	0	49,647	0
JP Morgan/Chase AMI Loan-Current	270,000	270,000	0	0	0
Accrued Interest Payable-SRF Loan	53,277	826	52,451	0	0
JP Morgan/Chase AMI Loan Interest Payable	36,880	36,880	0	0	0
Deposits/Performance Bonds	364,746	334,117	0	27,629	3,000
Unemployment Insurance Reserve (Note 8)	23,747	23,747	0	0	0
Workers' Comp Future Claims Payable	23,440	21,682	656	797	305
Payroll Benefits (Note 9)	996,661	918,999	28,994	35,207	13,462
Deferred Revenue	137,592	0	0	0	137,592
Total Current Liabilities	\$5,370,347	\$4,111,131	\$939,399	\$165,459	\$154,358
Restricted Liabilities					
Construction Advances	\$573,746	\$498,746	\$0	\$75,000	\$0
Total Restricted Liabilities	\$573,746	\$498,746	\$0	\$75,000	\$0
Long Term Liabilities (Note 7)					
JP Morgan/Chase AMI Loan Payable	\$3,830,000	\$3,830,000	\$0	\$0	\$0
STP Rehab SRF Loan	7,132,774	7,132,774	0	0	0
RWF SRF Loan	1,510,788	0	1,510,788	0	0
RWS North/South Expansion SRF Loan	6,015,730	0	6,015,730	0	0
RWS Central Expansion SRF Loan	6,286,299	0	6,286,299	0	0
Bank of Marin Loan	4,611,015	4,020,805	0	590,210	0
Net Pension Liability @ 6/30/20	13,653,187	13,653,187	0	0	0
Total OPEB Liability (Note 2)	4,658,025	4,658,025	0	0	0
Total Long Term Liabilities	\$47,697,818	\$33,294,791	\$13,812,818	\$590,210	\$0
Deferred Inflow of Resources-GASB 68	801,855	801,855	0	0	0
Deferred Inflow of Resources-GASB 75	121,829	121,829	0	0	0
TOTAL LIABILITIES	\$54,565,595	\$38,828,351	\$14,752,217	\$830,669	\$154,358

**NORTH MARIN WATER DISTRICT
STATEMENT OF NET POSITION
FOR THE PERIOD ENDING DECEMBER 31, 2020**

	TOTAL	NOVATO WATER	NOVATO RECYCLED	WEST MARIN WATER	OCEANA MARIN SEWER
Net Assets					
Invested in Capital Assets					
Contributions in Aid of Construction	\$86,298,172	\$77,669,940	\$5,810,128	\$2,138,348	\$679,755
Grants in Aid of Construction	13,637,997	426,448	9,961,904	3,163,585	86,060
Connection Fees	41,857,827	28,444,540	10,727,115	1,994,465	691,706
Total Investment	\$141,793,995	\$106,540,929	\$26,499,147	\$7,296,398	\$1,457,521
Restricted Reserves					
Connection Fee Fund	(\$6,820,872)	(\$6,098,274)	\$0	(\$524,587)	(\$198,011)
Bank of Marin Project Fund	18,065	18,065	0	0	0
Deer Island RWF Replacement Fund	1,802,963	0	1,802,963	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
Designated Reserves					
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	510,123	481,103	7,461	15,914	5,645
Retiree Medical Benefits Fund	2,759,513	2,759,513	0	0	0
Operating Reserve Fund	5,940,000	5,511,000	173,000	187,000	69,000
Earned Surplus - Prior Yrs	(33,038,563)	(26,240,076)	(7,258,665)	81,596	378,582
Net Income/(Loss)	1,179,008	978,161	57,287	109,464	34,096
Transfer (To)/From Reserves (see below)	(38,887)	(139,400)	(87,024)	189,624	(2,087)
Total Restricted & Designated	(\$21,306,727)	(\$18,898,424)	(\$2,853,425)	\$157,896	\$287,225
TOTAL NET POSITION	\$120,487,268	\$87,642,505	\$23,645,722	\$7,454,294	\$1,744,746
Transfer (To)/From Reserves					
Connection Fee	\$0	\$0	\$0	\$0	\$0
AMI Project Fund	0	0	0	0	0
Liability Reserve	0	0	0	0	0
Capital Replacement & Expansion Fund	0	0	0	0	0
Maintenance Reserve	0	0	0	0	0
RWF Replacement Fund	(81,901)	0	(81,901)	0	0
Retiree Medical Insurance Fund	0	0	0	0	0
(Gain)/Loss WC Fund	(7,744)	(7,290)	(123)	(244)	(87)
Bank of Marin Project Fund	195,758	1,890	0	193,868	0
Operating Reserve Fund	(145,000)	(134,000)	(5,000)	(4,000)	(2,000)
Total Transfer	(\$38,887)	(\$139,400)	(\$87,024)	\$189,624	(\$2,087)
TOTAL LIABILITIES AND FUND BALANCE	\$175,052,863	\$126,470,856	\$38,397,939	\$8,284,964	\$1,899,104

**NORTH MARIN WATER DISTRICT
SOURCES AND USES OF FUNDS STATEMENT - ALL SERVICE AREAS COMBINED
FOR THE PERIOD ENDING DECEMBER 31, 2020**

	YTD Actual	Annual Budget	YTD/ Budget %	Prior YTD Actual
OPERATING REVENUE				
Water Sales	\$10,582,298	\$16,330,000	65%	\$9,839,938
Bimonthly Service Charge	2,563,563	5,610,000	46%	2,484,100
Sewer Service Charge	137,592	276,000	50%	130,572
Wheeling & Misc Service Charges	176,519	430,000	41%	200,072
TOTAL OPERATING REVENUE	\$13,459,973	\$22,646,000	59%	\$12,654,682
OPERATING EXPENDITURES				
Source of Supply	\$4,341,631	\$6,286,000	69%	\$3,230,978
Pumping	302,710	567,000	53%	417,247
Operations	574,875	857,000	67%	410,635
Water Treatment	1,028,503	2,628,000	39%	1,182,736
Sewer Service	74,568	178,000	42%	84,319
Transmission & Distribution	1,739,507	3,694,000	47%	1,519,430
Consumer Accounting	236,024	683,000	35%	235,973
Water Conservation	170,276	408,000	42%	154,154
General & Administrative	1,772,146	2,520,000	70%	1,505,541
Depreciation	1,930,607	3,777,000	51%	1,710,344
TOTAL OPERATING EXPENDITURES	\$12,170,847	\$21,598,000	56%	\$10,451,358
NET OPERATING INCOME (LOSS)	\$1,289,125	\$1,048,000	123%	\$2,203,324
NON-OPERATING REVENUE/(EXPENSE)				
Tax Proceeds	\$63,789	\$118,000	54%	\$62,707
Interest Revenue	138,226	316,000	44%	288,699
Miscellaneous Revenue	66,693	135,000	49%	87,603
Bond & Loan Interest Expense	(377,455)	(748,000)	50%	(406,356)
Miscellaneous Expense	(1,369)	(20,000)	7%	(2,040)
Capital Contribution Expense-NSD & LGVSD	0	0	-	0
TOTAL NON-OP REVENUE/(EXPENSE)	(\$110,117)	(\$199,000)	55%	\$30,614
NET INCOME/(LOSS)	\$1,179,008	\$849,000	139%	\$2,233,938
OTHER SOURCES/(USES) OF FUNDS				
Add Depreciation Expense	\$1,930,607	\$3,777,000	51%	\$1,710,344
Connection Fees	1,700,600	509,000	334%	1,417,135
Loan Proceeds	0	647,000	0%	0
Grant Proceeds	86,060	0	-	0
Marin County Club Loan Principal Pmts	18,714	0	-	18,404
StoneTree RWF Loan Principal	0	0	-	1,081,103
Caltrans AEEP Capital Contribution	8,100	1,000	810%	725
MMWD AEEP Capital Contribution	205,320	205,000	100%	205,320
Capital Equipment Expenditures	(105,041)	(699,000)	15%	(285,105)
Capital Improvement Projects	(1,626,071)	(6,862,000)	24%	(1,017,879)
Bond & Loan Principal Payments	(991,870)	(2,395,000)	41%	(1,175,597)
Change in Working Capital	272,511	0	-	541,029
TOTAL OTHER SOURCES/(USES)	\$1,498,929	(\$4,817,000)	-	\$2,495,478
CASH INCREASE/(DECREASE)	\$2,677,938	(\$3,968,000)	-	\$4,729,417

**NORTH MARIN WATER DISTRICT
INCOME STATEMENT AND CASH FLOW BY SERVICE AREA
FOR THE PERIOD ENDING DECEMBER 31, 2020**

SUMMARY INCOME STATEMENT		NOVATO WATER	NOVATO RECYCLED	WEST MARIN WATER	OCEANA MARIN SEWER
	TOTAL				
Operating Revenue	\$13,459,973	\$11,763,731	\$1,002,575	\$556,074	\$137,592
Operating Expense	12,170,847	10,706,321	846,935	478,684	138,908
OPERATING INCOME/(LOSS)	\$1,289,125	\$1,057,410	\$155,640	\$77,391	(\$1,316)
Non-Operating Revenue/(Expense)	(110,117)	(79,250)	(98,353)	32,073	35,412
NET INCOME/(LOSS)	\$1,179,008	\$978,161	\$57,287	\$109,464	\$34,096
CAPITAL CONTRIBUTIONS					
Developer In-Kind Contributions	\$594,417	\$594,417	\$0	\$0	\$0
Caltrans AEEP Capital Contributions	8,100	8,100	0	0	0
MMWD Capital Contribution	205,320	205,320	0	0	0
Connection Fees	1,700,600	1,700,600	0	0	0
FEMA/CAL OES Grant-OM Treatment Pond	86,060	0	0	0	86,060
FRC Transfer	0	(793,919)	793,919	0	0
CAPITAL CONTRIBUTIONS	\$2,594,497	\$1,714,518	\$793,919	\$0	\$86,060
Prior Period Adjustments	0	0	0	0	0
CHANGE IN NET POSITION	\$3,773,505	\$2,692,679	\$851,206	\$109,464	\$120,156
Net Position June 30, 2020	116,713,763	84,949,826	22,794,516	7,344,831	1,624,590
Net Position December 31, 2020	<u>\$120,487,268</u>	<u>\$87,642,505</u>	<u>\$23,645,722</u>	<u>\$7,454,294</u>	<u>\$1,744,746</u>
CASH FLOW STATEMENT					
Net Income/(Loss)	\$1,179,008	\$978,161	\$57,287	\$109,464	\$34,096
Add back Depreciation	1,930,607	1,403,162	405,046	100,214	22,186
Cash Generated From Operations	\$3,109,615	\$2,381,323	\$462,333	\$209,677	\$56,282
Other Sources (Uses) of Funds					
Connection Fee Revenue	\$1,700,600	\$1,700,600	\$0	\$0	\$0
Loan Proceeds	0	0	0	0	0
Grant Proceeds	86,060	0	0	0	86,060
Capital Assets Acquisition	(1,731,112)	(581,255)	0	(1,121,875)	(27,982)
Caltrans AEEP Capital Contribution	8,100	8,100	0	0	0
MMWD AEEP Capital Contribution	205,320	205,320	0	0	0
Marin Country Club Loan Principal Pmts	18,714	0	18,714	0	0
Principal Paid on Debt	(991,870)	(586,547)	(381,125)	(24,198)	0
Consumer Receivables Decr (Incr)	275,664	26,381	262,941	(28,064)	14,406
Construction Advances (Decr) Incr	26,742	(36,758)	(10,000)	73,500	0
Other Assets Decr (Incr)	1,920,594	1,597,529	82,635	379,175	(138,745)
Other Liabilities (Decr) Incr	(308,571)	(172,126)	(268,887)	(5,521)	137,962
Trade Accounts Payable (Decr) Incr	(1,641,919)	(1,676,704)	11,679	23,106	0
Connection Fee Transfer	0	(793,919)	793,919	0	0
Total Other Sources (Uses)	(\$431,678)	(\$309,377)	\$509,875	(\$703,877)	\$71,701
Net Cash Provided (Used)	\$2,677,938	\$2,071,946	\$972,208	(\$494,200)	\$127,983
MV Cash & Investments June 30, 2020	\$22,248,817	\$16,348,817	\$4,451,119	\$1,147,745	\$301,137
MV Cash & Investments Dec 31, 2020	<u>\$24,926,755</u>	<u>\$18,420,762</u>	<u>\$5,423,328</u>	<u>\$653,545</u>	<u>\$429,120</u>

NOVATO WATER
DETAIL INCOME STATEMENT
FOR THE PERIOD ENDING DECEMBER 31, 2020

	DECEMBER 2020	YEAR TO DATE ACTUAL	YTD/ BUDGET%	PRIOR YTD ACTUAL
OPERATING REVENUE				
Water Sales	\$1,045,645	\$9,203,304	64%	\$8,694,473
Bill Adjustments	(6,467)	(37,839)	53%	(34,143)
Bimonthly Service Charges	415,981	2,425,249	45%	2,354,611
Account Turn-on Charges	0	0	0%	42,156
New Account Charges	455	3,125	45%	3,540
Returned Check Charges	27	108	11%	279
Hydrant Meter Up/Down Charges	160	2,260	45%	3,200
Backflow Service Charges	12,461	75,573	53%	74,189
Lab Service-Outside Clients	2,654	19,856	60%	23,629
Wheeling Charges - MMWD	14,773	72,095	74%	49,414
TOTAL OPERATING REVENUE	\$1,485,690	\$11,763,731	58%	\$11,211,348
TOTAL EXPENDITURES				
SOURCE OF SUPPLY				
Supervision & Engineering	\$587	\$3,923	36%	\$3,726
Operating Expense - Source	363	4,219	30%	6,775
Maint/Monitoring of Dam	201	21,618	17%	29,696
Maint of Lake & Intakes	756	2,044	10%	3,549
Maint of Structures	0	0	0%	0
Maint of Watershed	31	6,740	16%	18,501
Water Quality Surveillance	0	79	1%	85
Erosion Control	0	603	-	62
Ground Water Well Monitoring	0	0	-	0
Purchased Water	538,947	4,076,824	71%	2,970,638
SOURCE OF SUPPLY	\$540,886	\$4,116,049	69%	\$3,033,032
PUMPING				
Operating Expense - Pumping	\$0	\$0	0%	\$0
Maint of Structures & Grounds	940	19,075	1	10,091
Maint of Pumping Equipment	2,956	16,007	14%	152,740
Electric Power	22,713	225,827	66%	193,443
PUMPING	\$26,609	\$260,909	53%	\$356,274
OPERATIONS				
Supervision & Engineering	\$20,715	\$116,234	71%	\$111,622
Operating Expense - Operations	26,399	198,881	78%	175,251
Maintenance Expense	6,313	31,102	56%	18,027
Telemetry Equipment/Controls Maint	7,382	33,556	35%	25,697
Leased Lines	1,403	8,404	42%	8,328
OPERATIONS	\$62,213	\$388,178	66%	\$338,925

NOVATO WATER
DETAIL INCOME STATEMENT
FOR THE PERIOD ENDING DECEMBER 31, 2020

	DECEMBER 2020	YEAR TO DATE ACTUAL	YTD/ BUDGET%	PRIOR YTD ACTUAL
WATER TREATMENT				
Supervision & Engineering	\$59,902	\$113,898	76%	\$113,701
Operating Expense - Water Treatment	1,853	111,294	34%	197,393
Purification Chemicals	0	76,577	18%	183,015
Sludge Disposal	14,276	54,239	44%	53,622
Maint of Structures & Grounds	22,164	50,909	48%	27,408
Maint of Purification Equipment	20,060	99,233	53%	96,303
Electric Power	7,892	68,217	44%	71,807
Water Quality Programs	7,907	45,455	47%	57,038
Laboratory Direct Labor	29,135	182,353	53%	191,971
Lab Service-Outside Clients	7	19,650	44%	26,549
Water Quality Supervision	9,558	39,887	55%	35,325
Laboratory Supplies & Expense	5,245	35,660	43%	38,485
Customer Water Quality	2,302	12,808	20%	22,297
Lab Cost Distributed	(3,216)	(14,172)	57%	(12,266)
WATER TREATMENT	\$177,084	\$896,007	42%	\$1,102,648
TRANSMISSION & DISTRIBUTION				
Supervision & Engineering	\$60,577	\$311,076	52%	\$283,464
Maps & Records	8,794	69,514	37%	65,471
Operation of T&D System	22,009	146,828	216%	88,240
Facilities Location	14,612	93,775	67%	85,913
Safety: Construction & Engineering	6,252	18,983	32%	21,129
Customer Service Expense	24,615	129,164	47%	145,851
Flushing	0	2,954	6%	3,144
Storage Facilities Expense	8,709	67,820	56%	40,246
Cathodic Protection	0	4,724	28%	7,651
Maint of Valves/Regulators	14,398	74,184	40%	91,831
Maint of Mains	23,961	100,140	62%	95,596
Leak Detection - Mains	2,050	12,100	93%	3,677
Backflow Prevention Program	52,043	117,894	55%	93,660
Maint of Copper Services	7,854	61,983	40%	44,707
Maint of PB Service Lines	21,901	271,459	58%	260,150
Single Service Installations	(798)	20,433	-	9,488
Maint of Meters	9,769	95,121	72%	59,535
Detector Check Assembly Maint	5,848	25,212	30%	37,247
Maint of Hydrants	12,127	43,945	61%	30,285
TRANSMISSION & DISTRIBUTION	\$294,721	\$1,667,309	56%	\$1,467,285
CONSUMER ACCOUNTING				
Meter Reading	\$905	\$8,354	8%	\$13,161
Collection Expense - Labor	0	0	0%	15,306
Collection Expense - Agency	95	913	46%	283
Billing & Consumer Accounting	22,118	114,854	53%	119,780
Contract Billing	1,232	10,861	60%	7,645
Stationery, Supplies & Postage	4,914	40,134	73%	25,847
Online Payment Processing Fees	4,885	31,554	53%	36,387
Lock Box Service	966	5,526	50%	5,472
Uncollectable Accounts	2,949	11,932	239%	4,808
Office Equipment Expense	630	6,195	10%	3,140
Distributed to West Marin (4.1%)	(1,496)	(8,988)	60%	(8,334)
CONSUMER ACCOUNTING	\$37,198	\$221,335	40%	\$223,495

NOVATO WATER
DETAIL INCOME STATEMENT
FOR THE PERIOD ENDING DECEMBER 31, 2020

	DECEMBER 2020	YEAR TO DATE ACTUAL	YTD/ BUDGET%	PRIOR YTD ACTUAL
WATER CONSERVATION				
Residential	\$16,088	\$91,894	38%	\$99,781
Commercial	142	1,878	9%	3,334
Public Outreach/Information	6,722	47,992	80%	38,188
Large Landscape	851	4,929	18%	11,136
TOTAL WATER CONSERVATION	\$23,803	\$146,693	42%	\$152,439
GENERAL AND ADMINISTRATIVE				
Directors Fees	\$2,884	\$18,167	44%	\$16,106
Legal Fees	3,870	11,297	54%	5,985
Human Resources	5,388	15,892	29%	15,924
Auditing Fees	1,675	9,175	35%	13,121
Consulting Services/Studies	11,600	42,218	15%	61,955
General Office Salaries	100,466	624,524	52%	519,815
Safety: General District Wide	2,894	18,911	33%	21,317
Office Supplies	1,474	9,943	22%	12,775
Employee Events	762	1,125	9%	6,844
Other Administrative Expense	245	1,638	11%	3,610
Election Cost	0	0	0%	0
Dues & Subscriptions	5,860	100,721	102%	74,723
Vehicle Expense	676	4,056	51%	4,056
Meetings, Conferences & Training	6,835	28,826	15%	77,353
Recruitment Expense	10,750	18,967	-	638
Gas & Electricity	2,633	20,370	54%	20,886
Telephone	647	4,172	60%	3,447
Water	385	1,471	49%	1,328
Buildings & Grounds Maint	10,239	69,432	118%	24,142
Office Equipment Expense	10,648	66,893	48%	81,221
Insurance Premiums & Claims	10,322	68,519	44%	52,652
Retiree Medical Benefits	17,456	96,259	48%	88,890
(Gain)/Loss on Overhead Charges	(7,179)	(52,017)	37%	(76,587)
G&A Applied to Other Operations (5.9%)	(12,935)	(77,281)	53%	(64,015)
G&A Applied to Construction	(27,682)	(154,510)	32%	(200,745)
GASB68 Adjustment (Pension)	117,502	657,912	160%	634,708
GENERAL & ADMINISTRATIVE	\$277,413	\$1,606,680	69%	\$1,400,150
Depreciation (Note 5)	232,309	1,403,162	49%	1,356,892
TOTAL OPERATING EXPENSE	\$1,672,235	\$10,706,321	58%	\$9,431,139
OPERATING INCOME/(LOSS)	(\$186,545)	\$1,057,410	58%	\$1,780,208

**NOVATO WATER
DETAIL INCOME STATEMENT
FOR THE PERIOD ENDING DECEMBER 31, 2020**

	DECEMBER 2020	YEAR TO DATE ACTUAL	YTD/ BUDGET%	PRIOR YTD ACTUAL
NON-OPERATING REVENUE				
Interest:				
General Funds	(\$75,461)	\$17,206	23%	\$0
Retiree Medical Insurance Fund	17,774	64,392	129%	125,113
Workers' Comp Fund	1,893	6,933	-	14,836
Conservation Incentive Rate Fund	0	0	-	0
Aqueduct Energy Efficiency Proj Fund	69	270	-	767
Funds Held in County Treasury	0	4,214	140%	6,066
Total Interest Revenue	(\$55,725)	\$93,015	72%	\$146,782
Rents & Leases	6,872	50,027	60%	55,839
Other Non-Operating Revenue	2,155	8,694	17%	19,192
Gain/(Loss) on MV of Investments	1,646	2,257	-	7,017
NON-OPERATING REVENUE	(\$45,052)	\$153,994	58%	\$228,830
NON-OPERATING EXPENSE				
Bank of Marin AEEP Loan Interest Exp	\$12,500	\$76,175	51%	\$81,709
STP SRF Loan Interest Expense	17,077	101,362	52%	111,345
JP Morgan/Chase AMI Loan Interest Expense	9,191	55,145	50%	58,642
Other Non-Operating Expense	167	562	3%	1,078
NON-OPERATING EXPENSE	\$38,935	\$233,243	49%	\$252,774
NET INCOME/(LOSS)	(\$270,533)	\$978,161	60%	\$1,756,264
BEGINNING FUND EQUITY				
		\$84,949,826		\$79,168,973
NET INCOME/(LOSS)	(270,533)	978,161		1,756,264
Developer 'In-Kind' Contributions	66,909	594,417	-	532,217
Caltrans AEEP Capital Contribution	0	8,100	810%	725
MMWD AEEP Capital Contribution	0	205,320	100%	205,320
Connection Fees	28,600	1,700,600	500%	1,417,135
FRC Transfer to/from Recycled Water	0	(793,919)	-87%	786,862
Prior Period Adjustment (Note 12)	0	0	-	0
ENDING FUND EQUITY		\$87,642,505		\$83,867,495

**NOVATO RECYCLED WATER
DETAIL INCOME STATEMENT
FOR THE PERIOD ENDING DECEMBER 31, 2020**

	DECEMBER 2020	YEAR TO DATE ACTUAL	YTD/ BUDGET%	PRIOR YTD ACTUAL
OPERATING REVENUE				
Recycled Water Sales	\$20,930	\$961,841	78%	\$725,019
Bimonthly Service Charges	5,242	40,434	70%	33,220
Water Loads	0	300	-	100
Account Turn-on Charges	0	0	-	30
TOTAL OPERATING REVENUE	\$26,172	\$1,002,575	78%	\$758,369
OPERATING EXPENSE				
SOURCE OF SUPPLY				
Purchased Water - NSD	\$3,665	\$173,404	81%	\$137,467
Purchased Water - LGVSD	10,632	50,466	71%	49,351
SOURCE OF SUPPLY	\$14,297	\$223,870	79%	\$186,819
PUMPING				
Maint of Structures & Grounds	\$0	\$0	0%	\$0
Maint of Pumping Equipment	0	134	0	292
Electric Power	205	2,490	83%	2,803
PUMPING	\$205	\$2,624	37%	\$3,095
OPERATIONS				
Supervision & Engineering	\$638	\$9,152	70%	\$6,946
Operating Expense - Operations	107	3,720	29%	6,024
Potable Water Consumed	3,118	129,626	864%	28,808
Maintenance Expense	2,560	11,599	116%	663
Telemetry Equipment/Controls Maint	0	2,698	22%	0
OPERATIONS	\$6,423	\$156,795	249%	\$42,441
WATER TREATMENT				
Purification Chemicals	\$0	\$1,350	34%	\$2,748
Maint of Purification Equipment	0	5,820	39%	520
Electric Power	0	1,950	65%	0
Laboratory Direct Labor	0	365	9%	1,118
Lab Expense Distributed from Novato	4	197	7%	605
WATER TREATMENT	\$4	\$9,681	33%	\$4,991
TRANSMISSION & DISTRIBUTION				
Supervision & Engineering	0	63	0%	559
Maps & Records	0	0	0%	0
Operation of T&D System	0	0	0%	0
Facilities Location	109	644	64%	612
Cathodic Protection	0	0	0%	0
Customer Service Expense	1,029	3,576	51%	3,953
Storage Facilities Expense	22	136	1%	535
Maint of Valves/Regulators	0	3,466	69%	2,547
Backflow Prevention Program	0	0	0%	0
Maint of Meters	0	0	0%	0
Maint of Mains	0	3,150	315%	3,282
TRANSMISSION & DISTRIBUTION	\$1,159	\$11,034	19%	\$11,488

**NOVATO RECYCLED WATER
DETAIL INCOME STATEMENT
FOR THE PERIOD ENDING DECEMBER 31, 2020**

	DECEMBER 2020	YEAR TO DATE ACTUAL	YTD/ BUDGET%	PRIOR YTD ACTUAL
CONSUMER ACCOUNTING				
Distributed from Novato (0.2%)	\$145	\$874	87%	\$623
CONSUMER ACCOUNTING	\$145	\$874	87%	\$623
GENERAL AND ADMINISTRATIVE				
Legal Fees	\$0	\$270	-	\$0
Distributed from Novato (2.4%)	5,226	31,225	53%	25,739
GASB68 Adjustment	932	5,516	276%	4,134
GENERAL & ADMINISTRATIVE	\$6,159	\$37,010	61%	\$29,873
Depreciation (Note 5)	63,505	405,046	60%	236,914
TOTAL OPERATING EXPENSE	\$91,897	\$846,935	72%	\$516,245
OPERATING INCOME/(LOSS)	(\$65,725)	\$155,640	135%	\$242,124
NON-OPERATING REVENUE				
Interest:				
General Funds	\$4,623	\$5,029	8%	\$33,366
RWF Replacement Fund	6,810	24,401	\$0	45,929
Self-Insured Workers' Comp Fund	30	112	-	252
StoneTree RWF Loan	963	5,698	47%	14,575
Total Interest Revenue	\$12,426	\$35,239	23%	\$94,121
Other Non-Operating Revenue	0	0	-	0
NON-OPERATING REVENUE	\$12,426	\$35,239	23%	\$94,121
NON-OPERATING EXPENSE				
RWF SRF Loan Interest Expense	\$3,558	\$21,116	50%	\$23,852
Expansion SRF Loan Interest Expense	18,594	112,476	49%	118,815
Other Non-Operating Expense	0	0	-	0
Capital Contribution Expense-NSD&LGVSD	0	0	-	0
NON-OPERATING EXPENSE	\$22,152	\$133,592	49%	\$142,667
NET INCOME/(LOSS)	(\$75,451)	\$57,287	(1910%)	\$193,579
BEGINNING FUND EQUITY		\$22,794,516		\$23,421,587
NET INCOME/(LOSS)	(75,451)	57,287		193,579
Developer 'In-Kind' Contributions	0	0	-	0
State Prop 50 Grant	0	0	-	0
IRWMP Prop 84 Grant	0	0	-	0
Water Smart Grant	0	0	-	0
Federal ARRA Grant	0	0	-	0
FRC Transfer to/from Novato	0	793,919	-87%	(786,862)
ENDING FUND EQUITY		\$23,645,722		\$22,828,304

**WEST MARIN WATER
DETAIL INCOME STATEMENT
FOR THE PERIOD ENDING DECEMBER 31, 2020**

	DECEMBER 2020	YEAR TO DATE ACTUAL	YTD/ BUDGET%	PRIOR YTD ACTUAL
OPERATING REVENUE				
Water Sales	\$292	\$470,782	64%	\$463,832
Bill Adjustments	(45)	(16,091)	-	(9,342)
Bimonthly Service Charges	16,582	97,880	49%	96,269
Account Turn-on Charges	0	0	0%	316
New Account Charges	20	75	8%	65
Returned Check Charges	0	9	-	0
Backflow Service Charges	1,177	3,419	68%	3,253
TOTAL OPERATING REVENUE	\$18,025	\$556,074	59%	\$554,394
OPERATING EXPENSE				
SOURCE OF SUPPLY				
Supervision & Engineering	\$106	\$462	-	\$1,044
Operating Expense	28	1,147	16%	1,227
Maint of Structures	59	102	1%	8,685
Water Quality Surveillance	0	0	0%	0
Purchased Water - MMWD	0	0	-	171
SOURCE OF SUPPLY	\$193	\$1,711	7%	\$11,127
PUMPING				
Maint of Structures and Grounds	\$0	\$3,595	36%	\$5,537
Maint of Pumping Equip	28	13,145	57%	30,369
Electric Power	2,705	22,437	80%	21,972
PUMPING	\$2,733	\$39,177	64%	\$57,878
OPERATIONS				
Supervision & Engineering	\$1,792	\$7,880	53%	\$7,975
Operating Expense	3,239	11,659	65%	10,790
Maintenance Expense	0	759	-	229
Maint of Telemetry Equipment	0	7,517	50%	8,208
Leased Lines	350	2,086	42%	2,066
OPERATIONS	\$5,381	\$29,902	56%	\$29,268
WATER TREATMENT				
Supervision & Engineering	\$2,625	\$8,811	80%	\$6,691
Operating Expense	7,956	23,598	94%	14,191
Purification Chemicals	0	2,130	43%	2,402
Maint of Structures & Grounds	0	770	77%	308
Maint of Purification Equipment	28	9,809	98%	7,314
Electric Power	3,408	11,838	49%	8,951
Laboratory Direct Labor	5,541	24,209	67%	19,842
Laboratory Services	1,405	6,130	88%	2,425
Water Quality Supervision	1,712	14,143	354%	624
Customer Water Quality	656	8,341	167%	1,614
Lab Expense Distributed from Novato	3,192	13,036	62%	10,737
WATER TREATMENT	\$26,523	\$122,815	82%	\$75,098

**WEST MARIN WATER
DETAIL INCOME STATEMENT
FOR THE PERIOD ENDING DECEMBER 31, 2020**

	DECEMBER 2020	YEAR TO DATE ACTUAL	YTD/ BUDGET%	PRIOR YTD ACTUAL
TRANSMISSION & DISTRIBUTION				
Supervision & Engineering	\$285	\$1,481	19%	\$5,202
Facilities Location - USA	323	5,808	48%	7,061
Customer Service Expense	400	2,617	52%	4,659
Flushing	21	28	-	0
Storage Facilities Expense	1,840	11,651	58%	6,714
Cathodic Protection	0	0	0%	28
Maint of Valves	0	120	6%	353
Valve Operation Program	0	0	0%	0
Maint of Mains	0	3,134	39%	2,887
Water Quality Maintenance	0	4	0%	0
Maint of Backflow Devices	0	0	0%	0
Backflow Dev Inspection/Survey	806	1,150	19%	166
Maint of Copper Services	106	2,459	82%	570
Maint of PB Service Lines	(5)	21,766	75%	11,165
Maint of Meters	158	1,380	69%	629
Detector Check Assembly Maint	0	0	0%	1,222
Maint of Hydrants	610	610	61%	0
Hydrant Operation	0	0	0%	0
Single Service Installation	0	8,955	149%	0
TRANSMISSION & DISTRIBUTION	\$4,544	\$61,164	51%	\$40,657
CONSUMER ACCOUNTING				
Meter Reading	\$1,355	\$5,351	67%	\$3,795
Collection Expense - Labor	0	0	0%	0
Distributed from Novato (3.6%)	1,219	7,348	57%	6,952
CONSUMER ACCOUNTING	\$2,574	\$12,698	58%	\$10,747
WATER CONSERVATION				
Water Conservation Program	\$6,989	\$23,583	262%	\$1,715
TOTAL WATER CONSERVATION	\$6,989	\$23,583	262%	\$1,715
GENERAL AND ADMINISTRATIVE				
Legal Fees	\$0	\$135	7%	\$0
Consulting Services/Studies	7,252	23,872	68%	0
Distributed from Novato (3.6%)	5,628	33,626	54%	28,042
GASB68 Adjustment (Pension)	4,921	29,786	1489%	29,231
GENERAL & ADMINISTRATIVE	\$17,802	\$87,419	88%	\$57,273
Depreciation (Note 5)	16,517	100,214	53%	93,229
TOTAL OPERATING EXPENSE	\$83,256	\$478,684	66%	\$376,992
OPERATING INCOME/(LOSS)	(\$65,231)	\$77,391	36%	\$177,401

**WEST MARIN WATER
DETAIL INCOME STATEMENT
FOR THE PERIOD ENDING DECEMBER 31, 2020**

	<u>DECEMBER 2020</u>	<u>YEAR TO DATE ACTUAL</u>	<u>YTD/ BUDGET%</u>	<u>PRIOR YTD ACTUAL</u>
NON-OPERATING REVENUE				
Interest - General Funds	\$1,355	\$5,649	56%	\$27,300
Interest - FRC	0	0	0%	1,669
Interest - Self-Insured WC Fund	63	230	-	496
Interest - Bank of Marin Project Fund	30	1,422	-	12,736
Rents & Leases	0	5,464	-	5,305
Tax Proceeds - OL-2 G.O. Bond	0	1	-	2
Tax Proceeds - PR-2 Tax Allocation	30,756	30,879	54%	30,355
Other Non-Operating Revenue	0	1	-	1
NON-OPERATING REVENUE	<u>\$32,203</u>	<u>\$43,646</u>	64%	<u>\$77,864</u>
NON-OPERATING EXPENSE				
Bank of Marin Loan Interest Expense	\$1,835	\$11,182	51%	\$11,994
Other Non-Operating Expense	391	391	-	392
NON-OPERATING EXPENSE	<u>\$2,226</u>	<u>\$11,573</u>	53%	<u>\$12,386</u>
NET INCOME/(LOSS)	<u>(\$35,253)</u>	<u>\$109,464</u>	42%	<u>\$242,879</u>
BEGINNING FUND EQUITY		\$7,344,831		\$6,685,965
NET INCOME/(LOSS)	(35,253)	109,464		242,880
CONTRIBUTED CAPITAL				
Gallagher Ranch Streambank Grant	(336,398)	0	-	0
Developer 'In-Kind' Contributions	0	0	-	0
Connection Fees	0	0	-	0
ENDING FUND EQUITY		<u>\$7,454,294</u>		<u>\$6,928,845</u>

**OCEANA MARIN SEWER
DETAIL INCOME STATEMENT
FOR THE PERIOD ENDING DECEMBER 31, 2020**

	DECEMBER 2020	YEAR TO DATE ACTUAL	YTD/ BUDGET%	PRIOR YTD ACTUAL
OPERATING REVENUE				
Sewer Service Charges	\$22,932	\$137,592	50%	\$130,572
TOTAL OPERATING REVENUE	\$22,932	\$137,592	50%	\$130,572
OPERATING EXPENSE				
SEWAGE COLLECTION				
Supervision & Engineering	\$1,021	\$3,737	16%	\$5,065
Inspection	0	0	0%	0
Maps & Records	0	0	-	56
Operating Expense	1,690	7,429	57%	8,148
Facilities Location	240	2,056	51%	808
Maint of Telemetry Equipment	811	2,231	45%	543
Maint of Lift Stations	246	4,474	64%	15,684
Maint of Manholes	0	0	0%	0
Maint of Sewer Mains	0	0	0%	0
Electric Power	1,264	10,101	78%	6,781
SEWAGE COLLECTION	\$5,272	\$30,028	41%	\$37,085
SEWAGE TREATMENT				
Operating Expense	\$272	\$26,509	140%	\$23,154
Maint of Equipment	56	1,122	12%	3,652
Laboratory Direct Labor	0	1,745	35%	1,707
Lab Expense Distributed from Novato	19	940	47%	924
Electric Power	909	6,337	106%	8,286
SEWAGE TREATMENT	\$1,257	\$36,652	89%	\$37,724
SEWAGE DISPOSAL				
Operating Expense	\$185	\$3,666	31%	\$1,729
Maint of Pump Stations	0	2,842	41%	1,440
Maint of Storage Ponds	0	1,000	7%	4,892
Maint of Irrigation Field	0	379	5%	1,450
SEWAGE DISPOSAL	\$185	\$7,887	19%	\$9,511
CONSUMER ACCOUNTING				
Collection Expense - County of Marin	\$351	\$351	-	\$350
Distributed from Novato (0.6%)	132	766	38%	759
CONSUMER ACCOUNTING	\$483	\$1,117	56%	\$1,109

**OCEANA MARIN SEWER
DETAIL INCOME STATEMENT
FOR THE PERIOD ENDING DECEMBER 31, 2020**

	DECEMBER 2020	YEAR TO DATE ACTUAL	YTD/ BUDGET%	PRIOR YTD ACTUAL
GENERAL AND ADMINISTRATIVE				
Consulting Services/Studies	\$18,762	\$18,762	938%	\$0
Legal Fees	0	878	-	0
Distributed from Novato (1.1%)	2,080	12,430	50%	10,234
Liability Insurance	175	1,052	53%	1,056
GASB68 Adjustment	1,321	7,915	-	6,954
GENERAL AND ADMINISTRATIVE	\$22,339	\$41,037	142%	\$18,245
Depreciation (Note 5)	3,698	22,186	46%	23,309
TOTAL OPERATING EXPENSE	\$33,233	\$138,908	59%	\$126,981
OPERATING INCOME/(LOSS)	(\$10,301)	(\$1,316)	(3%)	\$3,591
NON-OPERATING REVENUE				
Rents & Leases	\$0	\$250	-	\$250
Interest - General Funds	484	2,589	86%	5,417
Interest - Self Insured WC Fund	22	82	-	177
Tax Proceeds - OM-1/OM-3 Tax Alloc	32,777	32,908	54%	32,350
Other Non-Operating Revenue	0	0	-	0
NON-OPERATING REVENUE	\$33,284	\$35,829	56%	\$38,194
NON-OPERATING EXPENSE				
Interest - Advance from Novato (Note 11)	\$0	\$0	-	\$0
County O&M Tax Collection Fee	0	0	-	0
County Tax Administration Expense	0	0	-	0
Other Non-Operating Expense	417	417	-	569
GASB68 Adjustment	0	0	-	0
NON-OPERATING EXPENSE	\$417	\$417	-	\$569
NET INCOME/(LOSS)	\$22,566	\$34,096	32%	\$41,216
BEGINNING FUND EQUITY		\$1,624,590		\$1,522,727
NET INCOME/(LOSS)	22,566	34,096		41,216
CONTRIBUTED CAPITAL				
Contribution in Aid of Construction	0	0	-	0
Connection Fees	0	0	-	0
FEMA/CAL OES Grant-OM Treatment Pond	86,060	86,060		0
PRIOR YEAR ADJUSTMENTS (Note 11d)	0	0		0
ENDING FUND EQUITY		\$1,744,746		\$1,563,943

**NORTH MARIN WATER DISTRICT
EQUIPMENT EXPENDITURES
PERIOD ENDING DECEMBER 31, 2020**

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	DECEMBER 2020	FYTD TOTAL	FY 20/21 BUDGET	(OVER) UNDER	Notes
1 OPERATIONS/MAINTENANCE					
a. Metals Analyzer	\$0	\$61,053	\$85,000	\$23,947	1
b. Meter Maintenance Program	0	0	57,000	57,000	
	\$0	\$61,053	\$142,000	\$80,947	
2 VEHICLE & ROLLING EQUIPMENT EXPENDITURES					
a. 5-Yard Dump Truck	\$0	\$0	\$135,000	\$135,000	1
b. 9,000 GVWR Hyd Dump Trailer	0	7,724	11,000	3,276	
c. 14,000 GVWR Tilt Deck Trailer	0	9,352	17,000	7,648	
d. Cart-Away 1 Yard Concrete Mixer	26,913	26,913	25,000	(1,913)	
	\$26,913	\$43,989	\$188,000	\$144,011	
TOTAL EQUIPMENT EXPENDITURES	\$26,913	\$105,041	\$330,000	\$224,959	

Notes:

(1) Replacement item.

**NORTH MARIN WATER DISTRICT
EXPENDITURES BY CATEGORY
FOR PERIOD ENDING DECEMBER 31, 2020**

OPERATING EXPENSE		Novato	Recycled	West Marin	Oceana Marin	YTD Total	Annual Budget	YTD Budget %	Prior YTD Actual	% Change
1	Salaries & Benefits	\$1,821,436	\$19,642	\$110,808	\$17,004	\$1,968,890	\$6,360,000	31%	\$3,061,266	-35 %
2	Water Purchases	4,076,824	223,870	0	0	4,300,694	5,985,000	72%	3,157,457	36 %
3	Depreciation	1,403,162	405,046	100,214	22,186	1,930,607	3,777,000	51%	1,710,344	12 %
4	Materials, Services & Supplies	2,250,078	151,951	102,802	42,755	2,547,586	2,093,000	122%	1,032,782	146 %
5	Consulting Services/Studies	42,218	0	23,872	18,762	84,853	145,000	59%	61,955	36 %
6	Chemicals	76,577	1,350	2,130	0	80,057	484,000	17%	188,165	-57 %
7	Electric Power	290,820	4,440	34,276	14,107	343,642	513,000	67%	314,044	9 %
8	Vehicles and Equipment (Distrib)	64,094	1,301	6,593	602	72,589	325,000	22%	145,211	-50 %
9	Tools & Supplies (Distrib)	104,012	1,524	13,994	1,329	120,859	180,000	67%	155,496	-22 %
10	Retiree Medical Expenses	96,259	0	0	0	96,259	172,000	56%	88,890	8 %
11	Water Conservation Rebates	11,301	0	200	0	11,501	104,000	11%	10,260	12 %
12	Insurance & Claims	68,519	0	0	1,052	69,571	173,000	40%	53,708	29 %
13	Office Supplies & Postage	50,077	0	0	0	50,077	102,000	49%	75,010	-33 %
14	GASB 68 Adjustments	657,912	5,516	29,786	7,915	701,128	0	-	675,027	-
15	Overhead Charges (Gain)/Loss	(52,017)	0	0	0	(52,017)	(39,000)	133%	(76,587)	-32 %
16	Distributed Costs (Lab,G&A,ConsAcctg)	(254,951)	32,295	54,010	13,196	(155,449)	(374,000)	42%	(201,668)	-22 %
17	Total Operating Expense	\$10,706,321	\$846,935	\$478,684	\$138,908	\$12,170,847	\$20,000,000	61%	\$10,451,358	16 %
18	Interest Expense & Other	233,243	133,592	11,573	417	378,825	870,000	44%	314,381	20 %
22 19	Total Expense	\$10,939,564	\$980,527	\$490,256	\$139,324	\$12,549,672	\$20,870,000	60%	\$10,765,739	16 %
<u>Warehouse, Shop & Yard</u>										
20	Salaries & Benefits	\$58,708	\$0	\$0	\$0	\$58,708	\$277,000	21%	\$106,372	-44 %
21	Materials, Services & Supplies	166,227	0	0	0	166,227	341,000	49%	\$169,736	-2 %
22	Depreciation	47,415	0	0	0	47,415	0	0%	\$78,799	-39 %
23	Distributed Costs	(272,350)	0	0	0	(272,350)	(618,000)	44%	(354,907)	-23 %
24	Total W/H, Shop & Yard	\$0	\$0	\$0	\$0	\$0	\$0	-	\$0	-
<u>District Capital Outlay</u>										
25	Salaries & Benefits	\$101,219	\$0	\$39,694	\$1,312	\$142,225	\$645,000	22%	\$201,466	-29 %
26	Equipment Expenditures	105,041	0	0	0	105,041	355,000	30%	285,105	-63 %
27	Debt Principal Payments	586,547	381,125	24,198	0	991,870	2,279,000	44%	1,175,597	-15 %
28	Materials, Services & Supplies	374,994	0	1,082,181	26,670	1,483,845	6,418,000	23%	816,413	81 %
29	Total District Capital Outlay	\$1,167,802	\$381,125	\$1,146,073	\$27,982	\$2,722,982	\$9,697,000	28%	\$2,478,581	9 %
<u>Developer Funded Projects</u>										
30	Salaries & Benefits	\$67,908	\$0	\$99	\$0	\$68,006	\$209,000	33%	\$172,810	-60 %
31	Materials, Services & Supplies	287,778	0	874	0	288,651	122,000	237%	368,866	-21 %
32	Total Developer Projects	\$355,685	\$0	\$972	\$0	\$356,658	\$331,000	108%	\$541,675	-34 %
33	Total	\$12,463,051	\$1,361,652	\$1,637,301	\$167,307	\$15,629,311	\$30,898,000	51%	\$13,785,995	13 %

**NORTH MARIN WATER DISTRICT
VEHICLE FLEET ANALYSIS
FOR PERIOD ENDING DECEMBER 31, 2020**

Fiscal Year to Date

Vehicle Cost per Mile

Year	Description	Veh#	Assigned	Mileage	Expense ¹	Recovery ²	Gain/(Loss)	Mileage	Life to Date	FYTD21	FYTD20
1	2002 Chev K1500 4x4	47	Construction	1,701	\$792	\$2,009	\$1,217	151,070	\$0.38	\$0.47	\$0.60
2	2003 Dodge Dakota 4x4	49	STP	4,767	\$2,649	\$1,036	(\$1,613)	123,692	\$0.43	\$0.56	\$0.51
4	2004 Chev C1500 Xtra Cab	54	Pool	0	(\$0)	\$0	\$0	109,681	\$0.46	(\$0.13)	\$0.35
6	2007 Chev Colorado	504	Pool	0	\$39	\$0	(\$39)	89,496	\$0.42	\$0.00	(\$0.54)
7	2008 Ford F250 4x4	505	Maintenance	241	\$343	\$0	(\$343)	107,542	\$0.77	\$1.42	(\$1.86)
8	2008 Ford F250 4x4	506	STP	336	\$1,145	\$0	(\$1,145)	80,047	\$0.79	\$3.41	(\$2.42)
9	2008 Chev Colorado 4x4	509	Engineering	4,012	\$1,229	\$4,407	\$3,177	115,922	\$0.35	\$0.31	\$0.49
11	2010 Ford F150 4x4	511	STP	1,755	\$438	\$847	\$409	93,406	\$0.50	\$0.25	\$0.50
12	2010 Ford F150	512	Elec/Mech	3,482	\$903	\$1,113	\$210	118,360	\$0.50	\$0.26	\$0.76
13	2010 Ford F150	513	Construction	2,644	\$489	\$1,218	\$729	90,149	\$0.47	\$0.18	\$0.69
14	2012 Ford F250	515	Reed	4,924	\$2,204	\$5,838	\$3,634	76,158	\$0.61	\$0.45	\$0.67
15	2012 Ford F250	516	Castellucci	6,545	\$2,643	\$6,328	\$3,685	82,159	\$0.54	\$0.40	\$0.74
16	2014 Ford F150	517	Kurfirst	3,051	\$1,258	\$4,768	\$3,509	18,816	\$0.71	\$0.41	\$2.99
17	2015 Ford F250 4x4	518	Ocodhain	3,846	\$1,078	\$2,898	\$1,820	98,183	\$0.43	\$0.28	\$0.62
18	2015 Ford Escape 4X4	520	Arendell	9,577	\$3,636	\$4,295	\$659	92,081	\$0.29	\$0.38	\$0.35
19	2015 Ford F150 4X4	521	Watkins/Shop	4,635	\$1,502	\$1,285	(\$217)	48,905	\$0.34	\$0.32	\$0.77
20	2016 Nissan Frontier	522	Roberto	1,476	\$230	\$165	(\$65)	52,200	\$0.38	\$0.16	\$0.42
21	2017 Ford Escape 4X4	523	Lab	2,599	\$670	\$989	\$319	27,206	\$0.33	\$0.26	\$0.47
22	2016 Nissan Frontier	524	Bynum	4,462	\$2,217	\$4,115	\$1,898	35,566	\$0.45	\$0.50	\$0.54
23	2018 Ford Cargo Van	526	On-Call	4,683	\$984	\$1,221	\$1,898	20,601	\$0.53	\$0.21	\$0.34
24	2018 Dodge Ram 2500	527	Rupp	5,737	\$2,963	\$5,680	\$237	24,201	\$0.65	\$0.52	\$0.62
25	2019 Chev Colorado 4x4	528	Stompe	2,299	\$578	\$1,104	\$2,717	10,597	\$0.48	\$0.25	\$0.30
26	2019 NISSAN ROGUE	531	Clark	3,076	\$258	\$1,037	\$526	14,201	\$0.32	\$0.08	\$0.37
27	2019 NISSAN ROGUE	532	Eng/Wtr Conserv	6,571	\$953	\$3,099	\$780	8,373	\$0.27	\$0.15	\$0.63
28	2019 NISSAN FRONTIER	533	Castellucci	5,058	\$1,531	\$6,891	\$2,146	9,043	\$0.37	\$0.30	\$0.30
29	2019 FORD F-150 2WD	534	Grisso	647	\$117	\$1,852	\$5,360	1,835	\$0.44	\$0.18	\$0.58
30	2019 FORD F-150 4x4	535	STP	3,942	\$1,277	\$2,362	\$1,735	8,641	\$0.31	\$0.32	\$0.29
31	2020 CHEVROLET COLORADO 2WI	536	Rodriguez	5,159	\$656	\$802	\$1,085	5,399	\$0.35	\$0.13	\$5.21
32	2020 FORD F250 4X4	537	Kehoe, Chris	9,141	\$2,156	\$8,423	\$145	9,757	\$0.40	\$0.24	\$2.85
33	2020 FORD F250 4X4	538	STP	2,397	\$690	\$378	\$6,268	2,397	\$0.84	\$0.29	\$0.00
34	2020 FORD F150 2WD	539	Pool	1,187	\$287	\$0	(\$312)	1,187	\$0.00	\$0.00	\$0.00
35	2020 FORD F150 2WD	540	LeBrun	4,210	\$807	\$1,857	(\$287)	4,731	\$0.23	\$0.19	\$0.57
Total 3/4 Ton & Under				114,160	\$6,720	\$6,016	\$4,143	1,731,602	\$0.48	\$0.32	\$0.38
1	1999 Ford F350 W/Svc Body	19	Pool	391	\$328	\$196	(\$132)	138,765	\$0.00	\$0.84	\$1.57
2	2002 Int'l 5 Yd Dump	44	Construction	2,931	\$3,816	\$9,380	\$5,564	112,046	\$1.76	\$1.30	\$2.11
3	1999 Ford F550 3-Yd Dump	52	Construction	248	\$381	\$364	(\$1,437)	98,753	\$0.00	\$1.54	\$0.00
4	2006 Int'l 4300 Crew	503	Bergstrom	1,728	\$10,187	\$8,750	(\$1,437)	50,553	\$2.63	\$5.90	\$2.59
5	2009 Peterbilt 325 Crew	508	Breit/Crew	2,271	\$1,675	\$11,662	\$9,987	41,356	\$2.17	\$0.74	\$14.43
6	2012 Int'l 5 Yd Dump	514	Rupp	2,174	\$2,198	\$6,902	\$4,704	46,353	\$1.44	\$1.01	\$0.00
7	2015 Int'l 5 Yd Dump	519	Sjblom	4,485	\$4,929	\$8,981	\$4,052	45,207	\$1.31	\$1.10	\$20.77
8	2017 Ford F350 4x4	525	Davenport	4,892	\$3,391	\$8,288	\$4,897	39,544	\$0.61	\$0.69	\$0.00
9	2019 FORD F550 3 YD DUMP	530	Construction	1,917	\$953	\$5,026	\$4,073	4,175	\$1.38	\$0.50	\$1.77
Total 1 Ton & Over				21,037	\$27,859	\$59,549	\$30,270	576,752	\$1.37	\$0.50	\$5.76

¹ Expense amount shown excludes depreciation (approximately \$81,000 for FY21).

² 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.

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

**NORTH MARIN WATER DISTRICT
WATER CONSERVATION PROGRAM DETAIL
PERIOD ENDING DECEMBER 31, 2020**

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Description			COST THRU JUNE 2020	DECEMBER 2020	FYTD TOTAL	FY 20/21 BUDGET	(OVER) UNDER	TOTAL COST
NOVATO								
a. Residential								
1-7700-01	1-7700-26	1 Cash for Grass	\$436,415	\$888	\$7,024	\$35,000	\$27,976	\$443,439
1-7700-02	1-7700-27	2 Landscape Efficiency Rebates	24,907	100	410	5,000	4,590	25,318
1-7700-03		3 Fixtures Purchases	53,519	0	0	5,000	5,000	53,519
1-7700-06	1-7700-28	4 Washing Machine Rebates	351,148	625	1,650	5,000	3,350	352,798
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	1,019,555	1,774	9,983	18,000	8,017	1,029,537
1-7700-12	1-7700-30	7 Toilet Rebate MF	18,507	0	65	2,000	1,935	18,572
1-7700-13		8 Residential Audits	474,729	697	3,416	65,000	61,584	478,145
1-7700-15		9 High Efficiency Toilet Distribution	242,177	0	0	0	0	242,177
1-7700-16		10 Water Waste Ordinance Monitoring	92,739	0	102	7,000	6,898	92,841
1-7700-17	1-7700-31	11 Swimming Pool Cover Rebate	3,547	0	0	1,000	1,000	3,547
1-7700-19	1-7700-32	12 ET Controller Rebate	41,010	1,335	4,980	5,000	20	45,990
1-7700-08		13 Administration	1,650,751	6,805	49,379	130,000	80,621	1,700,130
1-7700-20		14 New Development Wtr Cons Program	116,121	1,418	6,040	15,000	8,960	122,162
1-7700-21	1-7700-33	15 Demand Offset Rebate Program	3,843	0	0	2,000	2,000	3,843
1-7700-23		16 Grant Administration	3,300	(40)	0	1,000	1,000	3,300
1-7700-24	1-7700-34	17 Hot Water Recirculation Rebate	2,491	75	75	2,000	1,925	2,566
1-7700-25		18 Residential Fill Station	66,421	0	0	0	0	66,421
1-7700-35		19 UWMP	0	2,410	8,771	0	(8,771)	8,771
b. Commercial								
1-7701-02	1-7701-05	1 Toilet Rebate Program	67,561	0	0	10,000	10,000	67,561
1-7701-03	1-7701-04	2 Commercial Audits	35,572	142	1,878	9,000	7,122	37,450
c. Public Outreach/Information								
1-8672-16		1 Fall Newsletter	89,458	204	10,273	8,000	(2,273)	99,731
1-8672-17		2 Spring Newsletter	103,959	0	0	9,000	9,000	103,959
1-8672-18		3 Summer Newsletter	20,290	0	0	0	0	20,290
1-7700-04		4 Public Outreach / H ₂ O Fair	236,197	6,518	37,719	17,000	(20,719)	273,915
1-7700-05		5 Marketing	172,908	0	0	15,000	15,000	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	91,788	0	0	3,000	3,000	91,788
1-7702-01		2 Large Landscape Budgets	40,123	0	270	1,000	730	40,393
1-7702-02	1-7702-04	3 Large Landscape Irrig Efficiency Rebates	14,960	0	0	4,000	4,000	14,960
1-8653-01		4 CIMIS Station Maintenance	19,760	0	62	2,000	1,938	19,822
1-7702-03		5 Administration-Large Landscape	103,892	851	4,597	13,000	8,403	108,489
TOTAL NOVATO WATER CONSERVATION			\$5,664,080	\$23,803	\$146,693	\$390,000	\$243,307	\$5,810,773
WEST MARIN WATER								
2-5166-00	a. Water Conservation Program		\$117,535	\$6,989	\$23,583	\$9,000	(\$14,583)	\$141,118
TOTAL WATER CONSERVATION EXPENDITURES			\$117,535	\$6,989	\$23,583	\$9,000	(\$14,583)	\$141,118

**NORTH MARIN WATER DISTRICT
CAPITAL IMPROVEMENT PROJECTS
PERIOD ENDING DECEMBER 31, 2020**

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Description		COST THRU JUNE 2020	DECEMBER 2020	FYTD TOTAL	FY 20/21 BUDGET	(OVER)/UNDER BUDGET	TOTAL COST
1 PIPELINE REPLACEMENTS/ADDITIONS							
a. Main/Pipeline Replacements							
1-7189-00	1 Replace 12" CI Pipe (785LF) S. Novato Blvd	\$0	\$0	\$0	\$100,000	\$100,000	\$0
1-7183-xx	2 Replace Plastic thin Walled Pipe < 4-inch	0	0	0	150,000	150,000	0
1-7183-00	3 Replace Plastic thin Walled Pipe-Scown	15,329	0	83,187	0	(83,187)	98,517
1-7183-01	4 Replace Plastic thin Walled Pipe-Wilson	0	0	15,793	0	(15,793)	15,793
1-7186-00	5 Replace CI Pipe-Grant Ave	5,665	1,359	5,325	0	(5,325)	10,990
1-7193-00	6 Replace 6" ACP Pipe (810') Glen Rd	0	57	6,654	0	(6,654)	6,654
1-7194-00	7 Redwood Blvd Pipe Lowering	0	14,447	14,447	0	(14,447)	14,447
1-7195-00	8 Novato Blvd Widening Diablo to Grant	0	4,369	4,369	0	(4,369)	4,369
	9 Other Main Replacements (60+ years old)	0	0	0	200,000	200,000	0
b. Main/Pipeline Additions							
1-7150-00	1 San Mateo Inlet/Outlet Pipe (2,200')	137,340	5,581	46,643	910,000	863,357	183,983
1-7191-00	2 Loop South/North Zone 2-Indian Valley Campus	0	0	8,612	0	(8,612)	8,612
	3 Other Main/Pipeline Additions	0			150,000		
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
1-7123-xx	2 Other PB Replacements (80 Svcs)	0	0	0	80,000	80,000	0
1-7123-28	3 Repl PB-San Ramon/Vivian/Verismo (47)	0	17,089	69,343	0	(69,343)	69,343
1-7123-29	4 Repl PB-Vineyard/San Joaquin/Wilson/Brooke	0	26,089	30,046	0	(30,046)	30,046
1-7139-23	5 Repl PB-San Marin Dr/Ignacio Blvd	0	0	2,483	0	(2,483)	2,483
d. Relocations to Sync w/City & County CIP							
1-8737-xx	1 Other Relocations	0	0	0	70,000	70,000	0
TOTAL PIPELINE REPLACEMENTS/ADDITIONS		\$158,334	\$68,991	\$286,901	\$1,730,000	\$1,293,099	\$445,235
e. Aqueduct Replacements & Enhancements							
1-7118-02	1 MSN B2-Utility Agreement Costs¹	\$118,247	\$0	\$8,100	\$0	(\$8,100)	\$126,347
1-7118-11	2 AEEP Post Construction Costs	19,507	0	2,160	0	(2,160)	21,667
		\$137,753	\$0	\$10,260	\$0	(\$10,260)	\$148,013
2 SYSTEM IMPROVEMENTS							
1-7007-14	a. Detector Check Assembly Repair/Repl (~14/yr)	\$0	\$4,394	\$87,259	\$100,000	\$12,741	\$87,259
1-7090-04	b. Anode Installations (150/yr)	264	0	0	10,000	10,000	264
1-7178-00	c. Asset Management Software Procurement/Implementation	276,168	0	6,239	0	(6,239)	282,407
1-7136-00	d. Facilities Security Enhancements	68,635	0	0	25,000	25,000	68,635
1-7190-00	e. San Marin Aqueduct Valve Pit (STP to Zone 2)	0	0	0	110,000	110,000	0
1-7188-00	f. Watershed Property-Vineyard Fence	0	0	35,453	0	(35,453)	35,453
TOTAL SYSTEM IMPROVEMENTS		\$345,067	\$4,394	\$128,950	\$245,000	\$116,050	\$474,017
3 BUILDINGS, YARD, & S.T.P. IMPROVEMENTS							
a. Administration Building							
1-6501-44	1 Office/Yard Building Renovation	\$109,936	\$0	\$3,855	\$1,000,000	\$996,145	\$113,791
b. Corp Yard/Warehouse/Construction Office							
1-6502-47	1 Other Yard Improvements	173	0	(173)	0	173	0
c. Stafford Treatment Plant							
1-6600-96	1 Leveroni Creek Embankment Repair	45,724	0	0	192,000	192,000	45,724
1-6600-xx	2 Other Treatment Plant Improvements	0	0	0	100,000	100,000	0
1-6600-97	3 Efficiency Improvements	0	0	0	100,000	100,000	0
1-6600-92	4 STP-Chemical System Upgrades	68,996	0	0	75,000	75,000	68,996
1-6600-34	5 STP-High Service Pump #3 Replacement	15,803	0	0	20,000	20,000	15,803
1-6600-83	6 Filter Underdrain/Media R&R	0	181	181	20,000	19,819	181
1-6600-40	7 STP-Upgr Plant Water Booster Pump Station	0	0	4,814	0	(4,814)	4,814
1-6600-39	8 STP-Replace Chlorine Control System	10,787	0	0	0	0	10,787
1-6600-72	9 STP-Discharge/Treatment	0	0	358	0	(358)	358
1-6600-87	10 STP-Coat Top of Concrete Clearwells	0	1,356	1,356	0	(1,356)	1,356
TOTAL BUILDING, YARD, & STP IMPROVEMENTS		\$251,419	\$1,537	\$10,391	\$1,507,000	\$1,496,609	\$261,810

**NORTH MARIN WATER DISTRICT
CAPITAL IMPROVEMENT PROJECTS
PERIOD ENDING DECEMBER 31, 2020**

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Description	COST THRU JUNE 2020	DECEMBER 2020	FYTD TOTAL	FY 20/21 BUDGET	(OVER)/UNDER BUDGET	TOTAL COST
4 STORAGE TANKS & PUMP STATIONS						
a. Tank Construction						
1-6207-20 1 Old Ranch Rd Tank Replacement	\$142,752	\$9,836	\$22,126	\$500,000	\$477,874	\$164,877
b. Tank Rehabilitation						
1-7170-00 1 Hydropneumatic Tank Repairs	15,145	0	0	30,000	30,000	15,145
1-6112-24 c. Lynwood Pump Station Motor Control Center	150,067	0	0	400,000	400,000	150,067
1-6141-00 d. Crest P.S.(Design/Const)/Reloc School Rd P.S.	226,865	3,243	17,586	550,000	532,414	244,450
e. Other Tank & PS Improvements	0	0	0	25,000	25,000	0
TOTAL STORAGE TANKS & PUMP STATIONS	\$534,828	\$13,079	\$39,711	\$1,505,000	\$1,465,289	\$574,540
5 RECYCLED WATER						
a. Other Recycled Water Expenditures	\$0	\$0	\$0	\$100,000	\$100,000	\$0
TOTAL RECYCLED WATER	\$0	\$0	\$0	\$100,000	\$100,000	\$0
6 WEST MARIN WATER SYSTEM						
2-6263-20 a. Replace PRE Tank #4A (25K Gal w/125K Gal)	\$578,764	\$141,259	\$631,217	\$1,000,000	\$368,783	\$1,209,980
2-6609-20 b. New Gallagher Well #2	82,616	18,939	100,109	75,000	(25,109)	182,724
2-8829-00 c. PB Replace in Sync w/County Paving	1,455	0	0	50,000	50,000	1,455
2-7185-00 d. Gallagher Ranch Streambank Stabilization ²	386,826	0	335,832	260,000	(75,832)	722,658
2-8912-00 e. Lagunitas Bridge Pipeline Replacement	32,357	115	736	100,000	99,264	33,093
2-7123-27 f. PB Replace-SR1 PT Reyes Caltrans	75,876	0	37,652	0	(37,652)	113,528
2-6130-23 g. Olema PS Wireless to Tank	8,468	0	168	0	(168)	8,636
4-6133-20 h. PRE P.S. #2 Pumping Equipment	0	0	8,361	0	(8,361)	8,361
2-7192-00 i. Repl PRE 2" Galvanized Pipe-Balboa, Drakes View, Baywood	0	438	5,310	0	(5,310)	5,310
2-7183-02 j. Repl Thin Walled Pipe < 4"-Blackberry Ln	0	167	2,490	0	(2,490)	2,490
TOTAL WEST MARIN WATER SYSTEM	\$1,166,360	\$160,918	\$1,121,876	\$1,485,000	\$363,125	\$2,288,236
7 OCEANA MARIN SEWER SYSTEM						
8-8672-28 a. Infiltration Repair (Manhole Relining)	\$77,813	\$0	\$0	\$40,000	\$40,000	\$77,813
8-7085-05 b. Tahiti Way Lift Pump Replacement	9,489	0	0	25,000	25,000	9,489
8-7173-00 c. OM Treatment Pond Rehab-404 Grant-FEMA ³	157,227	576	27,982	225,000	197,018	185,209
TOTAL OCEANA MARIN SEWER SYSTEM	\$244,529	\$576	\$27,982	\$290,000	\$262,018	\$272,511
TOTAL PROJECT EXPENDITURES	\$2,838,290	\$249,494	\$1,626,071	\$6,862,000	\$5,085,929	\$4,464,361

**NORTH MARIN WATER DISTRICT
CAPITAL IMPROVEMENT PROJECTS
PERIOD ENDING DECEMBER 31, 2020**

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Description	COST THRU JUNE 2020	DECEMBER 2020	FYTD TOTAL	FY 20/21 BUDGET	(OVER)/UNDER BUDGET	TOTAL COST
8 LESS FUNDED BY GRANTS, LOANS & REIMBURSEMENTS						
(Accrued)/Deferred						
a. MSN Aqueduct Caltrans Reimb-Segment B2 ¹	(\$26,372)	\$0	\$0	\$0	\$0	(\$26,372)
b. Gallagher Ranch Streambank Stabilization ²	0	0	(335,832)	(385,000)		
c. OM Treatment Pond Rehab-404 Grant-FEMA ³	0	(432)	(20,987)	(225,000)		
FUNDING BY OTHERS (ACCRUED)/DEFERRED	(\$26,372)	(\$432)	(\$356,819)	(\$610,000)	\$0	(\$26,372)
Received						
a. MSN Aqueduct Caltrans Reimb-Segment B2 ¹	(\$116,642)	(\$4,042)	(\$4,042)	\$0	\$4,042	(\$120,684)
b. Gallagher Ranch Streambank Stabilization ²	0	0	0	(385,000)		
c. OM Treatment Pond Rehab-404 Grant-FEMA ³	0	0	0	(225,000)		
FUNDING BY OTHERS RECEIVED	(\$116,642)	(\$4,042)	(\$4,042)	(\$610,000)	(\$734,726)	(\$120,684)
NET PROJECT EXPENDITURES	\$2,695,277	\$245,020	\$1,265,210	\$5,642,000	\$4,351,203	\$4,317,306

CIP SUMMARY-GROSS EXPENDITURES:	Current Month	FYTD Total	FY 20/21 Budget	FYTD/ Budget%
Novato Water Capital Projects	\$88,000	\$476,213	\$4,987,000	10%
Novato Recycled Water Capital Projects	0	0	100,000	0%
West Marin Water Capital Projects	160,918	1,121,876	1,485,000	76%
Oceana Marin Sewer Capital Projects	576	27,982	290,000	10%
Gross Capital Improvement Project Outlays	\$249,494	\$1,626,071	\$6,862,000	24%

CIP SUMMARY-NET EXPENDITURES:	Current Month	FYTD Total	FY 20/21 Budget	FYTD/ Budget%
Novato Water Capital Projects	\$83,958	\$472,171	\$4,987,000	9%
Novato Recycled Water Capital Projects	0	0	100,000	0%
West Marin Water Capital Projects	\$160,918	786,044	1,100,000	71%
Oceana Marin Sewer Capital Projects	144	6,996	65,000	11%
Net Capital Improvement Project Outlays	\$245,020	\$1,265,210	\$6,252,000	20%

Notes to Capital Improvement Projects Schedule:

- (1) Funding provided 100% by Caltrans.
- (2) Gallagher Ranch Streambank Stabilization-\$385K funded by others (\$310K NRCS, \$50K MALT, \$25K MMWD)
- (3) OM Treatment Pond Rehab-Project to be funded at 75% by grants. Eligible project costs are budgeted at \$2.2M (75%=\$1.425M). Also includes loans for capital projects of \$250K in FY22.

CONSULTING SERVICES/STUDIES						
1-4055-00	a. Stafford Lake Sanitary Survey	\$26,396	\$3,365	\$16,781	\$0	(\$16,781)
1-4057-00	b. Local Water Supply Enhancement Study	0	0	0	25,000	25,000
1-4077-00	c. Potter Valley Project FERC Relicensing	12,071	135	3,758	10,000	6,243
1-7140-00	d. Dam Safety Emergency Action Plan	96,878	0	2,962	10,000	7,038
1-7140-01	e. Stafford Dam EAP & Inundation Mapping Updates	14,367	0	333	10,000	9,667
1-4050-01	f. Urban Water Management Plan	17,053	8,610	13,545	50,000	36,455
1-6501-43	g. Electronic Document Management System	4,427	0	0	60,000	60,000
8-4080-00	h. Oceana Marin Sewer System Management Plan	0	18,252	18,762	50,000	31,238
	i. Stafford Lake Sediment Survey	0	0	0	60,000	60,000
2-4082-00	j. West Marin Water Rate Study	0	7,252	23,872	35,000	11,128
	k. Design Report (Eagle Dr & Hayden Hydro-P System Upgrade)	0	0	0	20,000	20,000
1-4078-00	l. COVID Impacts-Safety	6,303	0	109	0	(109)
1-4079-00	m. COVID Impacts-Bldg Maintenance	0	0	13,177	0	(13,177)
		\$177,494	\$37,614	\$93,299	\$330,000	\$236,701
						\$270,793

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.

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: Commencing July 2019, the District switched from self-insuring its workers' compensation liability to 1st dollar workers' compensation insurance with Zenith Insurance Company. The premium for 1st dollar insurance is higher than staying with the SIR plan, but the risk of \$1M out of pocket costs is eliminated.

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. In 2020 an Actuarial Analysis calculated NMWD's total actuarial liability at \$4.7 million. The Retiree Medical Benefits cash fund earns interest monthly.

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

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. The Marin Country Club also owes the District \$189,402.89 in previously unbilled water receipts due to a recording error in their 6" AMI meter. \$89,990.87 of this amount was paid by Marin Country Club in October 2020 and the remaining balance due of \$99,412.02 will be re-paid in \$2,000 monthly installment payments and will be paid in full March 2025.

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 2020-2021

Service Area	Description	Issue Date	Rate	Original Amount	Payment Due	Final Pmt	FY21		6/30/21 Outstanding Balance
							Interest Expense	Principal Paid	
1 Novato	SRF Loan - STP	2004	2.39%	\$16,528,850	7/1 & 1/1	7/1/29	\$196,033	\$848,442	\$7,564,614
2 Novato	Bank Loan Marin	2011	3.54%	\$7,000,000	27 th /mo	10/27/31	\$149,511	\$332,531	\$4,191,417
3 Novato	Chase Bank Loan	2018	2.69%	\$4,600,000	3/1 & 9/1	3/1/33	\$110,290	\$270,000	\$3,830,000
Novato Total							\$455,834	\$1,450,973	\$15,586,031
4 RW TP	SRF Loan	2006	2.4%	\$4,302,560	6/20	6/19/27	\$41,816	\$231,551	\$1,510,788
5 RW North	SRF Loans (4)	2013	2.6%	\$4,375,605	Varies	Varies	\$76,891	\$205,002	\$2,752,334
6 RW South	SRF Loans (3)	2013	2.2%	\$5,361,952	Varies	Varies	\$83,532	\$248,874	\$3,548,055
7 RW Central	SRF Loan	2016	1.0%	\$7,130,503	12/19	12/31/47	\$67,058	\$208,715	\$6,497,101
Recycled Water Total							\$269,297	\$894,142	\$14,308,278
8 WM Water	Bank Loan Marin	2012	3.54%	\$1,000,000	27 th /mo	10/27/31	\$21,946	\$48,812	\$614,949
West Marin Water Total							\$21,946	\$48,812	\$614,949
FY21 Total							\$747,077	\$2,393,927	\$30,509,258

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 was made December 31, 2018.
8. 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 (2.76% at 6/30/20); 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 28) 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 23), Equipment Expenditures (page 21) and Capital Improvement Project Expenditures (page 25), 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:

	Expansion Local Share			SRF RWF Expansion		BPGL Loan		CIP	Transfer		
	North	South	Central	NBWRA	Loan	SRF Loan	Repayment		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)
FY21						\$216,362			\$216,362	\$216,362	\$216,362
	\$603,428	\$1,006,589	\$3,337,509	\$1,314,751	\$273,539	\$4,879,018	\$0	\$37,771	\$11,452,604	\$10,406,133	\$10,406,133

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.

	FY17	FY18	FY19	FY20	FY21
Net Income/(Loss)	\$597,600	\$1,860,520	\$1,159,000	\$1,830,000	\$849,000
Depreciation	\$3,416,507	\$3,434,069	\$3,528,000	\$3,486,000	\$3,777,000
Interest Expense	\$757,935	\$833,197	\$850,000	\$806,000	\$748,000
Connection Fees	\$1,034,585	\$1,455,400	\$733,000	\$340,000	\$509,000
Total Available For Debt Service	\$5,806,627	\$7,583,186	\$6,270,000	\$6,462,000	\$5,883,000
Annual Debt Service	\$2,527,021	\$2,201,451	\$3,129,000	\$3,139,000	\$3,141,004
Debt Service Coverage Ratio	2.30	3.45	2.01	2.06	1.87

6

MEMORANDUM

To: Board of Directors January 27, 2021
From: Tony Williams, Assistant General Manager/Chief Engineer *TW*
Subject: Water Service Agreement – Gateway Commons Fire Service for 44, 46, 48, 50 and 49L Inyo Circle, Novato, APNs: 152-241-61, 62, 63, and 64

r:\folders by job no\2800 jobs\2847 gateway commons fire-loss reconstruction\board details\2847 bod memo 02.2021.doc

RECOMMENDED ACTION: The Board approve authorization of this agreement.

FINANCIAL IMPACT: None: Owner Funded

The project is located at 44, 46, 48, 50 and 49L Inyo Circle, which consists of a condominium building (see attached map). The project includes a new fire service close to the entrance of the recently remodeled building. This fire service will pressurize a sprinkler system that will serve all four residences and the common area of the structure. The Applicant for this new fire service is Gateway Commons, the association for the complex, not the individual unit owners.

New District water facilities required for this project include 15 feet of 2-inch copper pipe and one below grade 1.5-inch fire service assembly, which includes a backflow preventer. Normal pressure Zone 1 water will continue to be provided to the property. The District will provide testing and maintenance of the backflow preventer, but the owner will pay a bi-monthly service charge per District Regulation 54.

The service at 44, 46, 48, and 50 Inyo Circle has a historical one single family equivalent dwelling unit (EDU) allocation for each unit, and one EDU for the common area laundry (49L Inyo Circle) from a water service agreement with The Crossroads Unit 1 in January 19, 1972. Based on historical water use one EDU per service is appropriate. Therefore, no additional EDUs will be applied when calculating Facilities Reserve Charges.

Sewer service is currently provided by the Novato Sanitary District.

Environmental Document Review

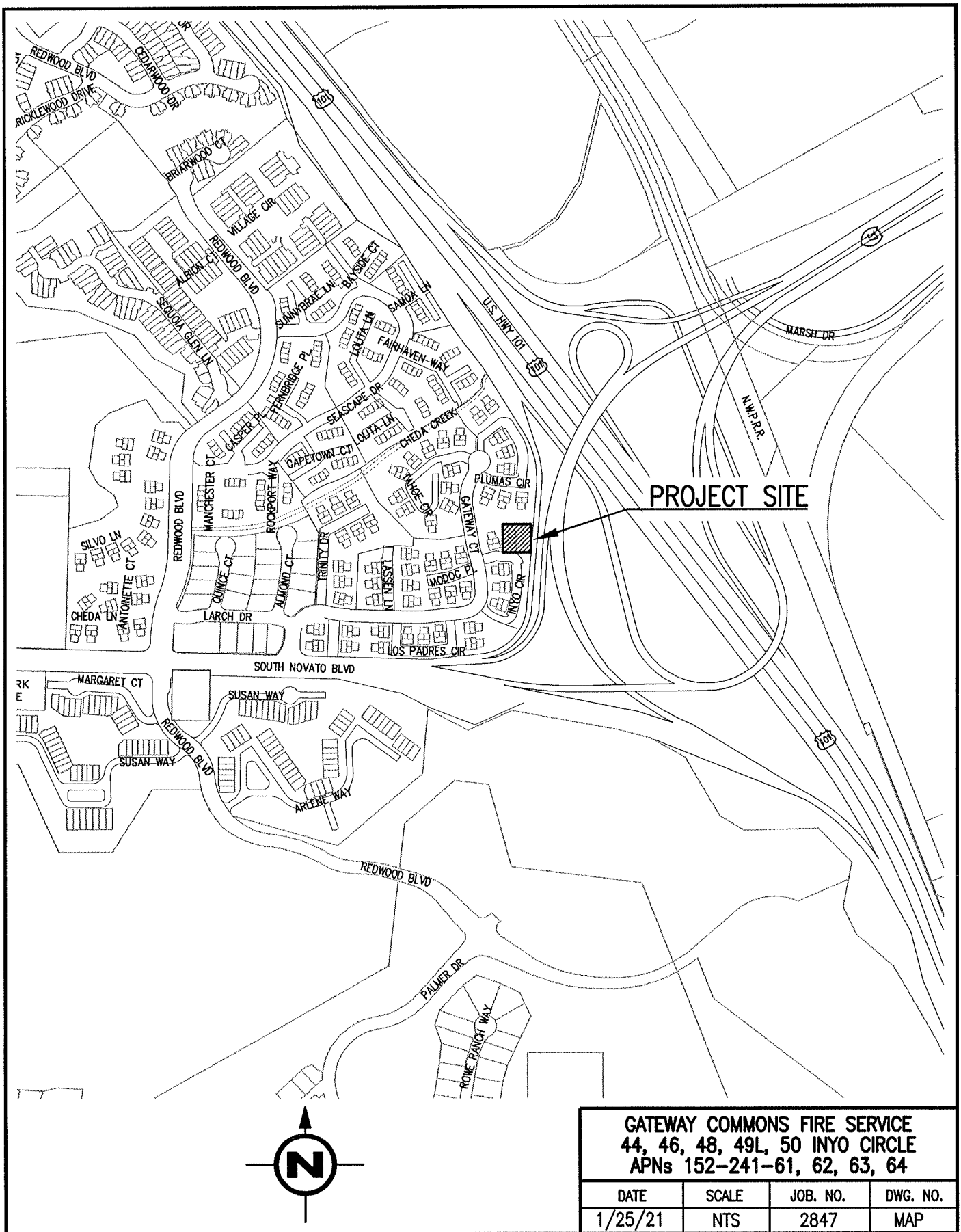
The project is categorically exempt from California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15301, Existing Facilities.

RECOMMENDATION:

That the Board approve authorization of this agreement.

Approved by GM *DR*

Date *1/29/21*



**GATEWAY COMMONS FIRE SERVICE
44, 46, 48, 49L, 50 INYO CIRCLE
APNs 152-241-61, 62, 63, 64**

DATE	SCALE	JOB. NO.	DWG. NO.
1/25/21	NTS	2847	MAP

RESOLUTION NO. 21-
AUTHORIZATION OF EXECUTION
OF
WATER SERVICE FACILITIES CONSTRUCTION AGREEMENT
WITH
GATEWAY COMMONS FIRE SERVICE

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 Gateway Commons, a Corporation, providing for the installation of water distribution facilities to provide domestic water service to that certain real property known as 44, 46, 48, 50 and 49L Inyo Circle, Novato, Marin County Assessor's Parcel Number 152-241-61, -62, -63, and -64, 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 2nd day of February, 2021, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINED:

(SEAL)

Theresa Kehoe, Secretary
North Marin Water District

PART ONE
WATER SERVICE FACILITIES CONSTRUCTION AGREEMENT
FOR
GATEWAY COMMONS FIRE SERVICE

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 _____, 2021, by and between NORTH MARIN WATER DISTRICT, herein called "District," and GATEWAY COMMONS, A Corporation, 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 152-241-61, -62, -63, and -64 and the project known as GATEWAY COMMONS FIRE SERVICE, consisting of one (1) building with four (4) condominiums units for residential and one (1) common area laundry room; 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 Home Owner's Association for of real property in the District commonly known as 44, 46, 48, 50 and 49L Inyo Circle, Novato (Marin County Assessor's Parcel 152-241-61, -62, -63, and -64); and

WHEREAS, as part of the agreement January 19, 1972 water service agreement, the previous association name was The Crossroads Fourplex Homeowners Association and the new Home Owner's Association is now Gateway Commons.

WHEREAS, the current project will not change water demand and and no additional Facilities Reserve Charge fees are due at this time; and

WHEREAS, as part of the January 19, 1972 water service agreement with The Crossroads Unit No. 1, four (4) 5/8-inch water service was established at 44, 46, 48, and 50 Inyo Circle for domestic service and one (1) common area laundry room (49L), with an entitlement at 5 EDU paid previously; 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 5 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 2847.001, entitled, "GATEWAY COMMONS FIRE SERVICE", 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 5 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 (Included in previous agreement J-439)	Five 5/8-inch @	\$ 0.00	\$ 0.00
Fire Service Meter (Included in material estimate)	One 1.5-inch @	\$ 0.00	\$ 0.00
Reimbursement Fund Charges (Domestic meters)	Five 5/8-inch @	\$ 420.00	\$ 2,100.00
Facilities Reserve Charges.	Five @	\$17,200.00	\$ 86,000.00
Credit for Existing Services (5 EDUs)	Five @	\$17,200.00	\$ <86,000.00>
Credit for Existing Services (Domestic meters)	Five 5/8-inch @	\$ 420.00	\$ <2,100.00>

Subtotal - Initial Charges..... \$ 0.00

Estimated District Costs

Pipe, Fittings & Appurtenances.....	\$ 2,500.00
District Construction Labor.....	\$ 5,750.00
Engineering & Inspection.....	\$ 2,545.00
Bulk Materials.....	\$ 486.00
Subtotal –Estimated District Costs.....	\$ 11,281.00

Estimated Applicant Installation Costs

Installation Labor.....	\$ 0.00
Contractor Furnished – Pipe Fittings & Appurtenances.....	\$ 0.00
Bulk Materials.....	\$ 0.00
Subtotal- Estimated Applicant Installation Costs.....	\$ 0.00

TOTAL ESTIMATED WATER FACILITIES COSTS..... \$ 11,281.00

(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. 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 **\$11,281**. 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.

Estimated Installation Costs

Installation By District: Due to the proprietary nature of construction required to install said facilities, the District reserves the right to install the facilities utilizing District construction forces. The Applicant shall either pay to the District the total Estimated Installation Costs set forth in Section 4 hereof in the amount of **\$11,281** 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.

6. Cross-connection and Backflow Prevention is required for the new Water Facilities described herein in accordance with District Regulation 6 entitled "Cross-connection and Backflow Protection for Potable Water Service". The District will install and maintain the required backflow prevention assemblies or devices as shown on Exhibit "A" or otherwise required by the District in accordance with District standards and specifications.

a. Inspection and testing of backflow preventers shall be performed annually by individuals certified by American Water Works Association (AWWA) as backflow prevention testers in accordance with District Regulation 6. Inspections will be conducted by qualified District personnel or others at the sole discretion of the District.

b. Backflow devices that fail a performance test will be repaired by the customer or the District as applicable, in accordance with District Regulation 6.

c. The Applicant is responsible for paying a bi-monthly fee for maintaining the backflow preventor device per Regulation 54.

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. 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 5 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.

9. 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.

10. 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:

James Gross, President Date

Theresa Kehoe, Secretary

(SEAL)

GATEWAY COMMONS
A Corporation
"Applicant"

(SEAL)

Randall Lee, Board President Date

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 Date: January 29, 2021

From: Tony Williams, Assistant General Manager/Chief Engineer 

Subject: ESA Consulting Services Agreement Amendment 3 – Post-Construction Monitoring Services for Gallagher Ranch (Lagunitas Creek) Streambank Stabilization Project

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2021.doc

RECOMMENDED ACTION: Authorize General Manager to Amend the Consulting Services Agreement with ESA

FINANCIAL IMPACT: \$19,748 (No project budget augmentation needed at this time)

The purpose of this memo is to request a third amendment to the Consulting Services Agreement with Environmental Science Associates (ESA) for assistance with post construction biological and geomorphic monitoring services for the Gallagher Ranch Streambank Stabilization project (project). The project consisted of creek bank repair along Lagunitas Creek that threatened the District's Gallagher well and pipeline conveyance facilities. The Board approved the original agreement with ESA at the October 15, 2019, Amendment 1 at the April 7, 2020 meeting, and Amendment 2 at the June 16, 2020 meeting.

The original agreement for \$57,500 included consulting services to provide environmental support services and submit permit applications to support the project; Amendment 1 for \$25,000 was approved for out-of-scope and additional services; and Amendment 2 was for permit-required pre-construction site surveys, pre-construction site documentation, and construction compliance monitoring and bird nest monitoring. This Amendment 3 is for permit-required post-construction monitoring. Specifically, the scope of these services includes annual geomorphic monitoring (evaluating changes in the creek bank geometry due to erosion and other natural processes) for 5 years, coordinating vegetation monitoring by MALT, and preparing a final completion report in 2025.

Consulting Agreement Amendment

ESA requests a contract modification of \$19,748 for post-construction monitoring and reporting in conformance with the permit conditions (see Attachment 1). Several other post-construction permit requirements will be completed by other project partners at no cost to the District.

Financial Impact

The FY21 Capital Improvement budget includes \$260,000 for the project. The final project design, permitting and construction cost was \$722,658 over FY 20 and 21. The District received a federal Natural Resources Conservation Service (NRCS) grant in the amount of \$336,398 in November 2020, and as of December 2020 additional contributions from the Marin

Approved by GM

Date

1/29/21

Agricultural Land Trust (MALT), Marin Municipal Water District, and the Gallagher family, totaling \$75,000, were received. Accordingly, the District's net project cost is \$311,260 (see Attachment 2). The current FY available balance for this project is approximately \$75,000, so no budget adjustment is required at this time.

RECOMMENDATION

That the Board authorize the General Manager to amend the consulting services agreement with ESA for the Gallagher Ranch Streambank Stabilization Project for a not to exceed fee of \$19,748.



1425 N. McDowell Boulevard
Suite 200
Petaluma, CA 94954
707.795.0900 phone
707.795.0902 fax

esassoc.com

July 9, 2020

Drew McIntyre
North Marin Water District
999 Rush Creek Place
Novato, CA 94945

Subject: Gallagher Ranch Bank Stabilization Post-Construction Environmental Compliance Support: Contract Amendment Request

Dear Mr. McIntyre:

As requested, Environmental Science Associates (ESA) is pleased to present this scope of work for Post-Construction Monitoring and Reporting Services to support the North Marin Water District (NMWD) during the post-construction period of the Gallagher Ranch Bank Stabilization Project (Project). Our scope of work has been developed based on our understanding of the Project and a review of the Project's permits. As listed in the permit tracking matrix (Excel spreadsheet), the following work plan provides for photo-documentation, post-construction surveys, post-construction site documentation to assist NMWD with project reporting and monitoring requirements (i.e., Post-construction permit requirement Items 20-29 as listed in the Excel spreadsheet).

~~**Task 1 (Item 20) Photo Documentation**~~ complete

ESA will take photographs from established vantage points upon completion of plantings. Additional photo documentation will be performed concurrently with the annual reporting included in Task 2 below.

~~**Task 2 Annual Revegetation Reporting (Item 21, 22, and 23)**~~ by others

ESA conduct field evaluations of reseeded and planted restoration areas for 5 years after project completion (2021-2026). The success or revegetation efforts will be evaluated against the success criteria established in the Project Description, RWQCB, and CDFW permits. Photographs will be taken from established vantage points and included in the Annual Reports. A draft report will be submitted to NMWD for review prior to submission to the agencies (RWQCB and CDFW), and this scope includes up to 2 hours of time for response to comments and revisions each year.

~~**Task 3 Final Report (Item 24)**~~ by others

ESA will prepare a Final Report as described in the project's RWQCB permit after successful completion of the restoration monitoring. The final monitoring report shall demonstrate all performance criteria have been met and shall include a Final Project Completion Report as described in the permit. A draft report will be submitted to NMWD for review prior to submission to RWQCB, and this scope includes up to 2 hours of time for response to comments and revisions.

Mr. McIntyre
July 9, 2020
Page 2

~~**Task 4 USFWS Annual Report (Item 20)**~~ by others

ESA will prepare an Annual Report for submission to USFWS by January 31, 2021 as described in the 2018 USFWS *Programmatic Formal Consultation on the Natural Resources Conservation Service's Conservation Practices in Four Bay Area Counties (Napa, Sonoma, Solano, and Marin Counties), California* (USFWS File No. 08ESMF00-2018-F-1383). This scope assumes that ESA will be provided with the final disturbance area and environmental training documentation for inclusion in the report. This report will be submitted to NMWD and NRCS to review and up to 2 hours of time are assumed for response to comments and revisions prior to finalizing the report for submittal to NRCS, who will submit it to USFWS per the Biological Opinion requirements.

Task 5 Notice of Completion (Items 25 and 28)

ESA will complete a Notice of Completion to the SWRCB and CDFW within 30 days of project completion, as required in the 2012 Amended *Order For Clean Water Act Section 401 General Water Quality Certification For Small habitat Restoration Projects* File # SB12006GN and Section 1652(f) of the California Fish and Game Code.

~~**Task 6 Compliance Certification**~~ by others

ESA will assist NMWD with the completion and submittal of the Certification of Compliance for Nationwide Permit required by the project's Section 404 authorization from the United States Army Corps of Engineers (File Number 2020-00101N, Enclosure 5).

Task 7 Geomorphic Monitoring

For 5 years' post-construction (2021-2026), ESA will conduct annual geomorphic monitoring to document whether the project is performing as intended. The monitoring will consist of a visual assessment and photo documentation of the project reach as well as 100 feet upstream and downstream, with 2 photos (upstream and downstream) every 50 feet. The results of the geomorphic monitoring will be included in the annual reports completed under Task 2 and will consist of a short report including an annotated design plan showing areas of erosion and deposition (if present).

Task 8 Project Management

Allocation for general project management support including, progress updates and invoice preparation will be included in this task.

Mr. McIntyre
July 9, 2020
Page 3

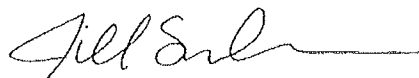
Cost Estimate

<i>Labor Category</i>		Director II	Managing Associate II	Senior Associate I	Project Technician III	Total Hours	Labor Price
Task #	Task Name/Description	\$225	\$190	\$150	\$120		
1.0	Photo Documentation		1	4		5	\$790
2.0	Annual Revegetation Reporting	28	128		9	165	\$31,700
3.0	RWQCB/CDFW Final Report		4	8		12	\$1,960
4.0	USFWS Final Report		4	8		12	\$1,960
5.0	Notice of Completion		2	8		12	\$2,000
6.0	Compliance Certification (USACE)	1				1	\$225
7.0	Geomorphic monitoring	5	80			85	\$16,325
8.0	Project Management	8				8	\$900-- \$1,800
	Total Hours	42	219	28	9	300	
	Total Labor Costs	\$9,450	\$41,610	\$4,200	\$1,080		\$56,760
	Reimbursable Expenses						\$523-- \$1,047
	Project Total					\$19,748	-- \$57,807

Note: lined items provided by others. Confirmed new scope and fee with ESA on 1/14/2021

ESA appreciates the opportunity to continue our long-standing working relationship with NMWD. Please feel free to contact me at 510-292-3393 or jsunahara@esassoc.com if you have any questions or comments regarding this request.

Sincerely,



Jill Sunahara, Project Manager

MEMORANDUM

To: Board of Directors

December 11, 2020

From: Nancy Holton, Accounting Supervisor

Subject: Funding Received-Gallagher Ranch Streambank Stabilization Project

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RECOMMENDED ACTION: Information

FINANCIAL IMPACT: Net Project Costs \$311,260

The Gallagher Ranch Streambank Stabilization Project was substantially completed in July 2020 to repair a bank failure along Lagunitas Creek in Point Reyes Station which was caused by the winter storm events in 2017 and 2019. The streambank failure threatened public services, including North Marin Water District water supply wells and pipelines. This project will also prevent future bank failure.

The total project cost to date is \$722,658. The summary below shows total contributions of \$411,398 received and a net cost to the District of \$311,260.

	Amount
Total Project Costs	\$ 722,658
<i>Less Outside Contributions:</i>	
US Department of Agriculture Natural Resources Conservation Service Grant	336,398
Marin Agricultural Land Trust	42,500
Marin Municipal Water District	25,000
Gallagher Family Trust	7,500
Total Outside Contributions	\$ 411,398
Net Project Costs NMWD	\$ 311,260

8

MEMORANDUM

To: Board of Directors Date: January 29, 2021
 From: Tony Williams, Assistant General Manager/Chief Engineer *ABW*
 Subj: Budgeted FY21 Coat Top of Concrete Clearwells Project - Approve Bid Advertisement
R:\Folders by Job No\6000 jobs\6600 STP jobs\6600.87 Concrete Floor Cracks_leaks\BOD\6600.87 Approve advertisement BOD.doc

RECOMMENDED ACTION: That the Board authorize bid advertisement of the Stafford Treatment Plant – Coat Top of Concrete Clearwells Project

FINANCIAL IMPACT: \$123,000 (included in the FY21 CIP budget)

Background

The Stafford Treatment Plant (STP) includes a Clearwell as part of the Acti-Floc Filtration and a Finished Water Clearwell at the end of the plant. The interior floor and wall surfaces of both clearwells were coated in 2019 because of concern with deterioration of the untreated concrete surfaces and the potential for corrosion of the underlying steel reinforcement. This coating system has been performing well and is inspected annually by Operations staff. This project consists of coating the upper concrete slabs that form the roofs or tops of each clearwell with the same coating system previously used in 2019. This coating, a long-lasting elastomeric polyurethane, will include a fine sand injection to create a non-slip surfacing. This additional coating is needed to prevent the infiltration of water and other substances through the existing concrete and into the clearwells. Infiltration of water has been observed in both clearwells. Although there is no structural distress or deficiencies present in the concrete, micro-cracking, which is typical for concrete, and existing joints are likely pathways for water or other liquid substances used at the plant to enter into the clearwell interiors. Locations of the clearwells are shown in Attachment A.

The FY21 Capital Improvement budget for STP improvements includes a line item for "Other Treatment Plant Improvements" in the amount of \$100,000. The overall CIP budget for STP also includes the "Leveroni Creek Embankment Repair" Project (\$192,000), which is not planned for construction this FY as it is a good candidate for outside grant funding and can be deferred to a later construction timing.

Plans and specifications for the project were recently completed by District staff and are ready for bidding. The following project schedule identifies key dates, including the proposed advertising date. The timing of the project is intended to occur while STP is currently off-line for the winter season.

Approved by GM *ABW*

Date *1/29/21*

SCHEDULE

Advertise Project	February 4, 2021
Prebid Meeting (tentative)	February 17, 2021
Bid Opening	February 25, 2021
Board Authorization of Award	March 3, 2021
Notice of Award	March 4, 2021
Contractor Notice to Proceed	March 16, 2021
Construction Complete	April 14, 2021

The project will be advertised in the Marin IJ and on the NMWD website with electronic plans and specifications available to the prospective bidders for free download.

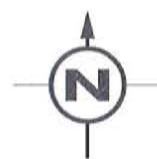
Project Description and Costs

The scope of work for this project includes preparing surfaces; protecting existing equipment and piping not to be coated; furnishing and applying elastomeric polyurethane with sand injection as a protective coating system to the concrete surfaces above the Acti-Floc Clearwell and Finished Clearwell.

The engineer's total project cost estimate for this project is \$123,000 (see Attachment B), which includes a 5% contingency.

RECOMMENDATION

The Board authorize bid advertisement of the Stafford Treatment Plant - Coat Top of Concrete Clearwells project.



STAFFORD TREATMENT PLANT
CLEARWELLS

DATE	SCALE	JOB.NO.	DWG.NO.
1/22/21	N.T.S.	6600 87	MAD

ATTACHMENT A

**NORTH MARIN WATER DISTRICT
WATER SYSTEM IMPROVEMENTS/SPECIAL PROJECTS
PROJECT SUMMARY**

COMPLETED BY: Tony Williams
DATE: 12/28/2020

UPDATED BY: Tony Williams
DATE: 1/19/2021

SERVICE AREA: ☒ **NOVATO**

☐ **WEST MARIN**

☐ **OCEANA MARIN**

Job No.	1.6600.87	Job Title: Coat Top of Concrete Clearwells, STP								
Facility No.	6600	Facility Type (Pipelines, Pump Stations, etc.): Treatment Plant								
Description: Coat STP concrete interior surfaces above the Actifloc clarifier clearwell and exterior surface of the top (roof) of finished water clearwell. Water is finding its way through micro cracks or other imperfections in the concrete and entering these clearwell areas.										
Project Justification: Water or other spilled liquids will continue to seep and penetrate into these areas. Providing an impervious coating will protect the structure and separate the treated water from other liquids.										
	Baseline Cost Estimate	Initial	Updated 1/19/2021			Expended to Date	Baseline Schedule	Start	Finish (Est.)	Finish (Actual)
1	Project Dev.	\$750	\$750				Project Dev.			
2	Design	\$4,500	\$3,000				Design			
3	Permitting (CEQA)	N/A	N/A				Permitting			
4	Coating Contract	\$90,494	\$96,828				Procurement			
5	Inspection	\$8,000	\$11,000				Construction			
6	Legal +Misc.+ Materials	\$0	\$0				Project Closeout			
7	NMWD Maintenance									
8	NMWD Treatment Plant staff									
9										
10	Const. Admin.	\$9,049	\$4,500							
11	Project Closeout	\$1,200	\$500							
12	SubTotal	\$113,993	\$116,578	\$0		\$0				
13	Project Contingency (5%)	\$5,700	\$6,000	\$0						
	Total	\$119,693	\$122,578	0	0	\$0				
Comments: Verified unit cost for coating system with manufacturer technical rep. Technical rep visited site on 12/30/20.										

9

MEMORANDUM

To: Board of Directors January 29, 2021

From: Tony Williams, Assistant General Manager/Chief Engineer *ABW*

Subject: Amendment No. 1 of Water Service Agreement – Residence Inn by Marriott
APN: 143-011-06

r:\Folders by job no\2800 jobs\2836 residence inn by marriott\bod amendment\2836 bod memo amendment no. 1 02.2021.doc

RECOMMENDED ACTION: The Board approve authorization of this amendment.

FINANCIAL IMPACT: None: Developer Funded

On August 4, 2020, the Board authorized an agreement for the Residence Inn by Marriott, a project that consists of the construction of a 103-room hotel and a 8,000 square foot commercial retail building in the former Dairyman's site. (See Map in Attachment 1).

To date, the Applicant has executed the agreement as required. The next agreement milestone is payment of the financial arrangement in the amount of \$913,975, which is due by February 4, 2021.

In the attached letter from Mr. Don Cape, the Applicant's manager (Attachment 2), is a request for a one time, one-year extension of time to complete the financial arrangements, setting a new milestone of February 4, 2022. The reason cited by Mr. Cape for this request is unexpected issues related to the COVID-19 pandemic. These issues not only include the pandemic's impact to the hospitality and travel industries, but the extended processing times for permitting and approvals by various agencies and entities as well.

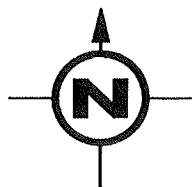
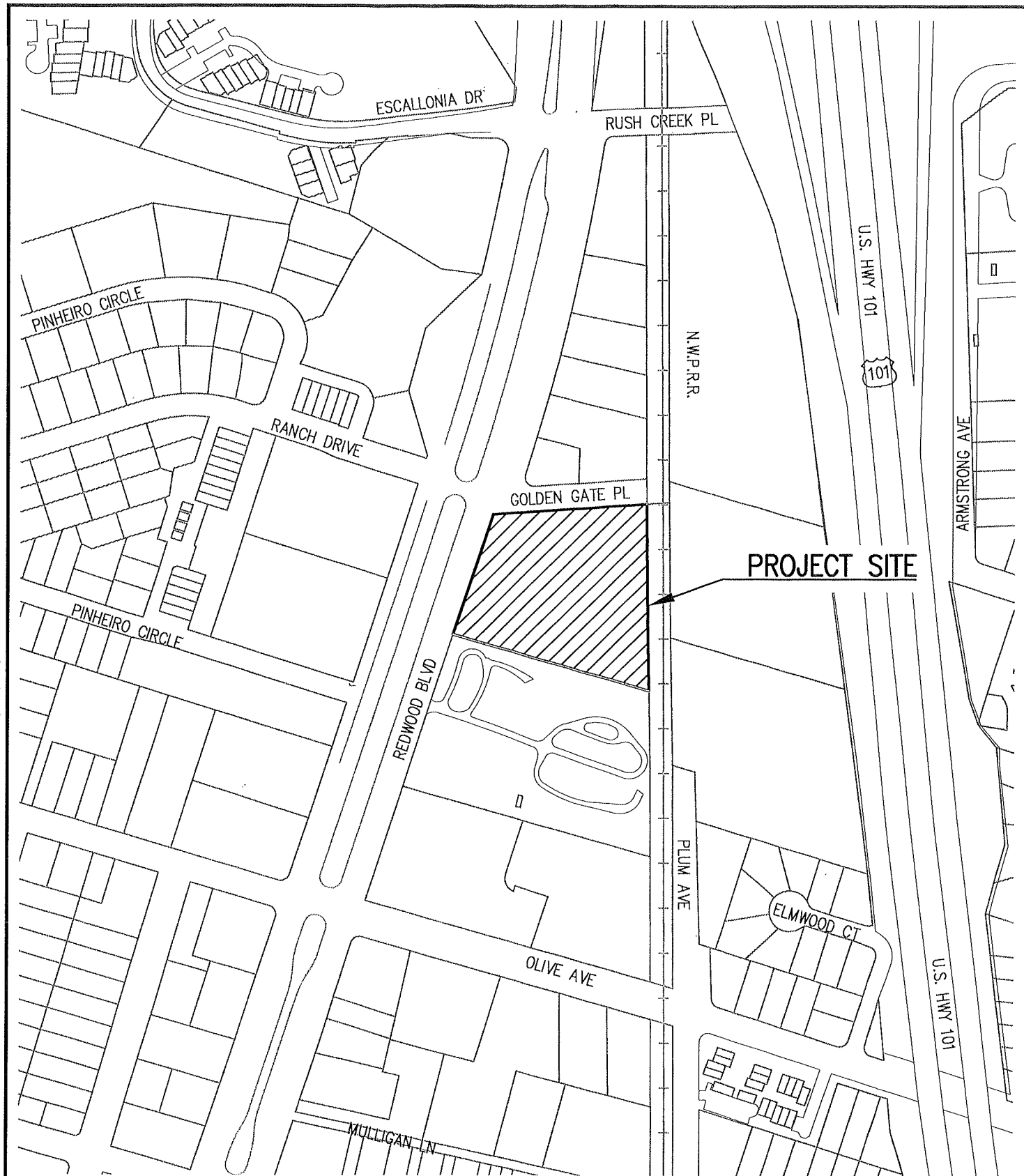
The Board was presented with a similar request back in October 2020 for the Springbrook Green Homes project. In that particular case, the Board approved a 6-month extension of the agreement. Based on this previous example and given the apparent validity of the COVID-19 impacts to the project, staff is presenting two options for the Board's consideration:

- Option 1 – approve a 6-month extension;
- Option 2 – terminate the existing agreement

Staff is recommending Option 1, consistent with recent Board action and attached is a proposed amendment (Attachment 3) that changes the deadline to complete financial arrangements as set forth in Section 9 of the agreement from the original six (6) months to twelve (12) months from the date of the agreement which was executed on August 4, 2021, effectively adding six months to the current financial milestone deadline of February 4, 2021. This proposed amendment also changes the deadline to start construction as set forth in Section 9 of the agreement from twelve (12) months to eighteen (18) months from the date of the agreement.

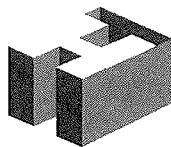
RECOMMENDATION:

That the Board approve authorization of Amendment No. 1 to the Residence Inn by Marriott Water Service Agreement.



RESIDENCE INN BY MARRIOTT
7546 REDWOOD BLVD
APN 143-011-06

DATE	SCALE	JOB. NO.	DWG. NO.
7/28/20	NTS	2836	MAP



tharaldson*hospitality*
DEVELOPMENT

January 12, 2021

Rosalia Solar
North Marin Water District
999 Rush Creek Place
P.O. Box 146
Novato, CA 94948-0146

Subject: Residence Inn by Marriott
NMWD File No. 1 2836.00

Dear Ms. Solar,

Due to Impacts COVID-19 has caused especially on the hotel industry all projects are being severely delayed. We are hoping to see some relief with the vaccine this year, but the travel industry is not expected to return to viable levels until the 2024. These projects are complex in normal times as we have opened dozens of hotels in the last few years. We started this project in May of 2015 and it took 4 years to achieve the entitlements. We have been in for permit review since December of 2019 and are nearly complete with our permit and hope to be ready to break ground as soon as recovery allows and anticipate a 24 month build schedule. Based on these impacts we are requesting a 1-year time extension to submit payment from the original six-month deadline date of "February 4th, 2021".

Sincerely,

Don Cape
Vice President
Tharaldson Hospitality Development
www.tharaldsonhm.com
702-385-4988 xt 207
702-339-9115 cell

RESOLUTION NO. 22 -
AUTHORIZATION OF EXECUTION
OF
AMENDMENT NO. 1 TO
WATER SERVICE FACILITIES CONSTRUCTION AGREEMENT
WITH
RESIDENCE INN BY MARRIOTT - NOVATO

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 R. I. Heritage Inn of Novato LLC, an applicant, providing for the installation of water distribution facilities to provide domestic water service to that certain real property known as 7546 Redwood Blvd., Novato, Marin County Assessor's Parcel Numbers 143-011-06 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 2nd day of February, 2021, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINED:

(SEAL)

Theresa Kehoe, Secretary
North Marin Water District

AMENDMENT NO. 1 TO
WATER SERVICE FACILITIES CONSTRUCTION AGREEMENT
WITH
RESIDENCE INN BY MARRIOTT - NOVATO

THAT CERTAIN "Part Water Service Facilities Construction Agreement for RESIDENCE INN BY MARRIOTT - NOVATO – 7546 Redwood Blvd." dated February 4, 2021 by and between NORTH MARIN WATER DISTRICT, herein called "District," and R. I. HERITAGE INN of NOVATO LLC, a Limited Liability Corporation, herein called "Applicant," is hereby amended as follows:

Page 1-4 Section 9 of Part One shall be revised and shall read as set forth on replacement Pages 1-4A attached hereto and made a part hereof.

IN WITNESS WHEREOF, the parties hereto have executed this amendment to their agreement on the 6th day of October 2020.

NORTH MARIN WATER DISTRICT
"District"

ATTEST:

James Grossi, President Date

Theresa Kehoe, Secretary

(SEAL)

R. I. Heritage Inn of Novato LLC
A Limited Liability Company
"Applicant"

(SEAL)

Gary Tharaldson, Manager Date

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 APPLICANT SIGNATURES MUST BE ACKNOWLEDGED BEFORE A NOTARY PUBLIC.**

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.

6. 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.

7. 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.

8. Backflow prevention device(s) shall be installed by others (owner) as shown in Drawing No. 1.2835.001 and a initial passing test record acceptable to the District shall be provided to the District. Applicant or Home Owner Association agrees to pay bi-monthly service charges related to backflow prevention device(s) per NMWD regulations 6 and 54.

9. 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 **twelve (12)** 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 **eighteen (18) months** 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.

10. 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.

10

MEMORANDUM

To: Board of Directors

January 29, 2021

From: Drew McIntyre, General Manager

Subj: Approve Naming Indian Valley Golf Course Access Driveway to Jeff McAndrew Lane
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RECOMMENDED ACTION: Board approve naming the Indian Valley Golf Course access driveway to "Jeff McAndrew Lane" in honor of Jeff McAndrew.

FINANCIAL IMPACT: None

At the January 19, 2021 Board of Directors meeting I discussed Mr. Glenn Dunn's (IVGC restaurant manager) request to name the golf course access driveway beyond the Stafford Treatment Plant to "Jeff McAndrew Lane", in honor of Jeff McAndrew who passed away early January, 2021.

Mr. McAndrew came to the IVGC in 1964 from the Merced Country Club where he was the Assistant Pro. He has held the position of IVGC's Director of Golf for an astonishing 55 years. Mr. McAndrew was an institution at IVGC and created a great golf experience for the members. He also worked closely with NMWD staff over many decades on issues related to golf course operations and good stewardship on the Stafford Lake watershed.

RECOMMENDATION

Board approve naming the Indian Valley Golf Course access driveway "Jeff McAndrew Lane" in honor of Jeff McAndrew.

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MEMORANDUM

To: Board of Directors

January 29, 2021

From: Julie Blue, Auditor-Controller 

Subj: Proposed FY21/22 Budget Review Schedule

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RECOMMENDED ACTION: Approve**FINANCIAL IMPACT:** None***PROPOSED BUDGET REVIEW SCHEDULE FY 2021-22***

Date	Location	Item	Service Area	Review/Approve
May 4	Novato	Capital Project & Equipment Budget Schedules	Novato/RW/WM/OM	Review
May 18	Novato	Operations & Maintenance and Capital Budget - District	Novato/RW/WM/OM	Review
June 1	Novato	Operations & Maintenance and Capital Budget - District	Novato/RW/WM/OM	Review
June 15	Novato	Operations & Maintenance and Capital Budget - Novato and Recycled Water	Novato/Recycled Water	Approve
June 22	Pt Reyes	Operations & Maintenance and Capital Budget - West Marin Water	West Marin Water	Approve
June 22	Pt Reyes	Operations & Maintenance and Capital Budget - Oceana Marin Sewer	Oceana Marin Sewer	Approve

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MEMORANDUM

To: Board of Directors

January 29, 2021

From: Julie Blue, Auditor-Controller Subj: Proposed FY21/22 Rate Hearing Schedule
t:\ac\budget\fy-2021.22\board memos\proposed rate hearing schedule fy21.22.docx**RECOMMENDED ACTION:** Approve**FINANCIAL IMPACT:** None

The below table outlines the schedule for Board meeting activities related to the rate setting and rate hearing schedule. The dates are scheduled to align with a rate increase effective July 1, 2021.

PROPOSED RATE HEARING SCHEDULE FY 2021-22

Action	Novato Potable & Recycled Water	West Marin Water & Oceana Marin Sewer
Consider Proposed Rates	March 16, 2021	March 16, 2021
Approve Letter to Customers	April 6, 2021	April 6, 2021
Customer Letter Postmark Deadline ⁽¹⁾	April 26, 2021	April 30, 2021
Rate Hearing	June 15, 2021	June 22, 2021
Rate Effective	July 1, 2021	July 1, 2021

⁽¹⁾ To meet minimum 45-day hearing notice requirement letters must be postmarked on or before the date shown.

13

MEMORANDUM

To: Board of Directors

January 29, 2021

From: Drew McIntyre, General Manager

Subject: Renew Declaration of Local Emergency Related to COVID-19 Pandemic

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

FINANCIAL IMPACT: ~\$123,500 as of December 31, 2020 (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 September 15, 2020, Marin County successfully appealed to the California Department of Public Health (CDPH) to move into Tier 2 in the state's COVID-19 response framework. Moving from Tier 1, or "widespread" COVID-19 community risk (or purple) status, to the Tier 2 "substantial" (or red) status risk category allowing more businesses to reopen.

On October 27, 2020 Marin County was notified that California was moving the county from Tier 2 or "substantial risk" status to the Tier 3 or "moderate risk" level due to fewer daily cases, and a reduction in the positivity rate.

On November 16, Governor Gavin Newsom announced that CDPH officially moved Marin County from orange Tier 3 ("moderate risk") to the more restrictive red Tier 2 ("substantial risk") on its Blueprint for a Safer Economy. The step back comes just three days after the Marin County Department of Health and Human Services (HHS) notified local businesses and agencies about preemptive restrictions to stem the virus' spread locally.

On December 3, 2020 Governor Newsom announced that all sectors other than retail and essential operations will be closed in regions of California when less than 15% of intensive care unit (ICU) beds are available under a new Regional Stay Home Order. Marin County proactively implemented the State's Regional Stay Home Order at noon on December 8th and the state officially issued said Order to Marin County (as part of the Bay Area region) on December 17th.

On January 25, 2021, CDPH lifted the Regional Stay-Home Order for the Bay Area and statewide. All 11 counties in the Bay Area, including Marin, thereby moved into the purple (or Tier 1) stage within the State's "Blueprint for a Safer Economy". With 7% of Marin residents vaccinated and very limited weekly supplies, health officials noted that the vaccine will play a limited role in preventing any surges soon.

On April 7th, 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. The District's current COVID-19 Preparedness and Response Plan has been prepared to maintain optimum health and safety working conditions. As a result of the Plan, the District has adopted various housekeeping and physical distancing protocols and also instituted modified work schedules as appropriate. 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 86% of staff on-site or in the field full time. The balance of staff are teleworking from home with most coming into the office at least one day each week. Walk-in customer service is still suspended. A summary of key emergency actions taken and current estimated costs is provided in Attachment 1. COVID related costs have increased ~\$17,250 in December.

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 currently ~15% of employees are on full or partial temporary telework assignments.
- 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 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.).
- Modified work spaces to improve physical separation between staff.
- Developed a COVID-19 Preparedness and Response Plan and provided training.
- Implemented a daily self-assessment reporting program for all staff reporting to work.
- Modifying District office front lobby in preparation of re-opening walk-in services (Date to be determined).
- Installed “No Touch” drinking fountains in both Administration Building and Construction Building.

General Manager Authorizations

- Extended vacation accrual maximums from July 1, 2020 to September 30, 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
Total Procurement Amount To-Date		\$26,047	

Internal Labor Expenses

Increased on-call labor costs: ~\$62,800 thru November 30, 2020
~\$73,025 thru December 31, 2020

Families First Coronavirus Response Act (FFCRA)
Allows employees to take time off for COVID medical reasons and/or childcare. ~\$17,400 thru November 30, 2020
~\$24,380 thru December 31, 2020

Water Bill Delinquency Impacts

	<u>10/2019</u>	<u>10/2020</u>	<u>12/2019</u>	<u>12/2020</u>
Customer Accounts Past Due (count)	1.7%	6.2%	1.9%	4.3%
Delinquent Balances % Due on Account	3.8%	8.9%	4.1%	11.8%
Delinquent Balances \$ Due on Account	\$53,000	\$98,00	\$52,000	\$124,000

14

MEMORANDUM

To: Board of Directors
From: Drew McIntyre, General Manager
Subject: Preparing for Dry Year Conditions
t:\gmibod misc 2021\preparing for dry year conditions.doc



January 29, 2021

RECOMMENDED ACTION: Information Only**FINANCIAL IMPACT:** None at this time

Rainfall in Novato through Wednesday, January 27, 2021 is at 5.4-inches. On Lagunitas Creek rainfall at the Kent Lake rain gauge is 13.5-inches. On the Russian River Sonoma County Water Agency (SCWA) has declared dry year conditions. Absent significant rainfall for the months of February and March it's likely that dry year conditions will prevail on the Russian River and on Lagunitas Creek for the summer season. A table of dry year rainfall totals is attached for your information (Attachment 1).

Lagunitas Creek

Rainfall in the Lagunitas Creek watershed measured by Marin Municipal Water District totals 13.5-inches through January 27th, almost 15 inches below that necessary for normal year classification (i.e., 28-inches or more by April 1st). In West Marin, we are still operating under the dry year conditions which went into effect last April 1, 2020 and resulted in the Board adopting an Emergency Water Conservation Ordinance (No. 39) on May 5, 2020. If the Kent Lake rainfall does not equal or exceed 28-inches by April 1 of this year, the dry year designation on Lagunitas Creek will continue which means that summer flows beginning July 1st will be set at 6 cubic feet per second (cfs). Since the State Water Resources Control Board (SWRCB) Order 95-17 was issued in 1995, dry year conditions on Lagunitas Creek have occurred in 2014 and 2020. This could be the third year that NMWD may have to operate with flows in Lagunitas Creek at less than 8 cfs during the summer. If dry year conditions are still in effect on April 1st, we will once again request a 15% voluntary reduction from April 1st through June 30th and 25% mandatory reduction from July 1st through November 1st compared to the baseline normal year in 2013. Note that the mandatory 25% reduction would be for the West Marin service area as a whole and does not necessarily impose a 25% mandatory reduction for individual residential customers.

Our intertie agreement with Marin Municipal enables NMWD to request up to 250 acre-feet (AF) of water to be released from storage to Lagunitas Creek for rediversion by NMWD. For each AF of water released by Marin Municipal for this purpose we are to pay the cost of delivering Kent Lake water to Marin Municipal customers (approximately \$234 per acre/ft). The intertie agreement also requires that if Marin Municipal has requested voluntary or mandatory water use reductions of its customers, that NMWD would require its West Marin customers to reduce water use by a similar percentage. It is not yet known whether Marin Municipal will request any water use reduction from their customers however the mandatory requirements of NMWD's water shortage contingency plan would likely trump any call for conservation in the Marin Municipal service territory. Over the next two months, District staff will be monitoring rainfall data and preparing the West Marin WaterLine for distribution to keep customers informed.

Stafford Lake and Novato

The Russian River water supply system is currently designated as normal and will be designated as dry on February 1 pursuant to SWRCB Decision 1610. However, the Temporary Urgency Change Petition filed by SCWA on January 8, 2021 will put the Russian River water system into critical dry conditions preserving storage in both Lake Mendocino and Lake Sonoma for later release necessary for water supply or fishery requirements. Through January 25th, 2021, Lake Mendocino holds just over 26,700 AF (40% of target water supply pool) and Lake Sonoma holds 156,000 AF (64% of water supply pool).

Stafford Lake is a similar story with Lake Mendocino in that water storage is at 29% of capacity through January 27th. Recent discussion with Marin Municipal indicates that they will most likely not request backfeeding in Stafford Lake this year. However, the watershed soil is becoming more saturated with the recent rains so it is hoped that Stafford Lake will continue to fill over the next couple of months. Obviously, we won't know conclusively how overall 2021 water year conditions will end up until April 1st. Nevertheless, NMWD staff has been reviewing the Novato area water shortage contingency plan and emergency water conservation ordinance with samples included herein as Attachment 2 & 3. Staff is also investigating alternate staff assignments for treatment plant operators as its likely Stafford Treatment Plant production will be greatly reduced this summer.

Public Outreach

SCWA and the water contractors have a collective commitment to continue use water efficiently and eliminate any unnecessary use of potable water. A regional Sonoma Marin Saving Water Partnership winter outreach campaign has been launched and is discussed in more detail in another agenda item. Staff will continue to keep the Board apprised as conditions change over the next couple of months.

Dry Year Rainfall

Water Year	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Jul	Aug	Sep	Oct-Dec Total	Water Year Total
1976	3.16	0.35	0.68	0.26	2.29	1.06	2.06	0.00	0.00	0.00	0.54	0.28	4.19	10.68
1977	0.43	1.45	1.25	2.17	1.33	2.69	0.15	1.04	0.00	0.00	0.08	0.70	3.13	11.29
1991	0.28	0.46	1.63	0.51	4.22	9.39	0.87	0.13	0.31	0.00	0.28	0.00	2.37	18.08
2007	0.53	2.91	4.66	0.58	4.87	0.13	1.14	0.38	0.02	0.01	0.02	0.06	8.10	15.31
2012	2.04	2.53	0.10	3.40	2.08	5.69	0.47	0.00	0.00	0.00	0.01	0.00	4.67	16.32
2013	2.06	6.47	8.02	0.67	0.57	0.71	1.10	0.05	0.40	0.00	0.00	0.33	16.55	20.38
2014	0.00	1.21	0.92	0.03	7.84	2.56	1.00	0.01	0.00	0.00	0.00	0.30	2.13	13.87
2018	0.29	3.40	0.04	6.20	0.61	5.51	3.13	0.06	0.00	0.00	0.01	0.00	3.73	19.25
2020	0.00	2.39	11.13	1.89	0.00	1.69	1.08	0.64	0.00	0.00	0.07	0.00	13.52	18.89
2021	0.00	0.47	1.62	0.92									2.09	3.01

T:\GM\BOD Misc 2021\[Copy of Dry Year Rainfall Data 01_28_21.xlsx]Sheet1

DRAFT

NORTH MARIN WATER DISTRICT'S

WATER SHORTAGE CONTINGENCY PLAN

FOR GREATER NOVATO AREA

APRIL 19, 2016

**NORTH MARIN WATER DISTRICT
WATER SHORTAGE CONTINGENCY PLAN
FOR GREATER NOVATO AREA**

April 2016

Customer Notification

1. NMWD notifies customers by bill message and on the website
 - A. Dry water supply conditions exist. Please reduce your water use by ____%. Consult the NMWD website for water saving tips and the latest news on water supply status.
 - B. Critical dry water supply conditions exist. A mandatory ____% reduction in water use is required. Consult the NMWD website for more information.
 - C. A temporary impairment of the water supply delivery system exists. A mandatory ____% reduction in water use is required. Consult the NMWD website for more information.
2. Special issue of NMWD WaterLine will be mailed to all customers stipulating requirements.

Specific Triggers

- Stage 1 Trigger:** When the NMWD Board of Directors determines that Dry Conditions¹ prevail based on advice from NMWD staff, Sonoma County Water Agency or the State Water Resources Control Board.
- Stage 2 Trigger:** When the NMWD Board of Directors determines that Critical Dry Conditions or a Temporary Impairment of the water supply delivery system prevails based on advice from NMWD staff, Sonoma County Water Agency or the State Water Resources Control Board or Sonoma County Water Agency enacts its' water shortage allocation methodology provided that storage is not projected to fall below 100,000-acre feet in Lake Sonoma.
- Stage 3 Trigger:** When the NMWD Board determines that storage in Lake Sonoma is projected to fall below 100,000 acre feet based on advice from Sonoma County Water Agency, or NMWD staff or State Water Resources Control Board advise that mandatory reductions in water use are required.

¹ Dry Conditions on the Russian River are defined in State Water Resources Control Board Decision 1610 as follows:

Date	Cumulative Inflow to Lake Pillsbury
January 1	8,000 acre feet
February 1	39,200 acre feet
March 1	65,700 acre feet
April 1	114,500 acre feet
May 1	145,000 acre feet
June 1	160,000 acre feet

Local Dry Conditions may occur from time to time at Stafford Lake depending on annual rainfall less than 20 inches per water year.
Statewide Dry Conditions may occur from time to time as determined by the State Water Resources Control Board.

Consumption Limits (do not apply where private well or recycled water supply is used)

Stage 1: (Request for up to ____% voluntary reduction)

Residential: ____% voluntary reduction in water use from a prior year for similar billing period to be determined by the NMWD Board of Directors depending on circumstances in place at the time of enactment.

Commercial and Industrial: ____% voluntary reduction in water use from a prior year for similar billing period (exceptions may be granted in order to preserve jobs) to be determined by the NMWD Board of Directors depending on circumstances in place at time of enactment.

Stage 2: (Mandatory water use restrictions (to enable reduction in water use up to ____%))

Residential: Water use for certain purposes are restricted as determined by the NMWD Board of Directors depending on circumstances in place at time of enactment.

Commercial and Industrial: Water use for certain purposes are restricted as determined by the NMWD Board of Directors depending on circumstances in place at time of enactment (exceptions may be granted in order to preserve jobs).

Stage 3: (Up to 50% mandatory reduction)

Residential: ____% mandatory reduction in water use from a prior year for similar billing period to be determined by the NMWD Board of Directors depending on circumstances in place at time of enactment.

Commercial and Industrial ____% mandatory reduction in water use from a prior year for similar billing period to be determined by the NMWD Board of Directors depending on circumstances in place at time of enactment (exceptions may be granted to preserve jobs).

Stages of Action

Stage 1 Voluntary - achieve ____% reduction² in water use by implementation of any of the following

- a. Encourage voluntary rationing;
- b. Pursue vigorous enforcement of water wasting regulations and provisions of District's Water Conservation Regulation 15 which requires water saving devices in new construction, prohibits installation of certain wasteful types of turf configurations, and encourages turf avoidance;
- c. Request customers to make conscious efforts to conserve water;
- d. Request other governmental agencies to demonstrate leadership and implement restrictive water use programs;

²Exact amount and Districtwide measurement of goal and method of achievement to be established by Board of Directors after examining projected supplies from SCWA, Stafford Lake and treatment plant and other emergency sources and after holding water shortage emergency public hearing.

- e. Distribute water saving kits upon customer request, to assure availability to existing and new customers (Note: Similar kits were distributed system wide to all customers during the 1976-77 California drought);
- f. Encourage private sector to use alternate water sources such as recycled water or use of private wells;
- g. Encourage the non-commercial washing of privately owned motor vehicles, trailers and boats only from a bucket and except that a hose equipped with a shut-off nozzle may be used for a quick rinse.;
- h. Encourage nighttime irrigation;
- i. Request restaurants, hotels, cafes, cafeterias, bars or other public places where food or drink are served/purchased to serve water only upon request;
- j. Implement detailed measures from other stages to meet desired objective;
- k. Any use of potable water from a fire hydrant except for fighting fire, human consumption, essential construction needs or use in connection with animals;
- l. Navy style showering will be promoted (e.g., turn on water to wet person or persons, turn off water, lather up, scrub, then turn on water for a quick rinse, then turn off shower with free push button showerhead control valves available to customers upon request);
- m. Customers will be urged not to regularly flush their toilets for disposal of urine only;
- n. Request hotel and motel operators to provide guests with the option of choosing not to have towels and linens laundered daily;
- o. Use of potable water for dust control at construction sites or other locations;

Stage 2 Mandatory - achieve a ____% reduction² in water use by declaring a water shortage emergency and implementing Stage 1 (voluntary) and Stage 2 (mandatory) restrictions on water use for the following certain purposes

- a. Washing sidewalks, driveways, parking areas, tennis courts, patios or other exterior paved areas except by the Novato Fire Protection District or other public agency for the purpose of public safety;
- b. Refilling a completely drained swimming pool and/or initial filling of any swimming pool;
- c. Non-commercial washing of privately-owned motor vehicles, trailers and boats except from a bucket and except that a hose equipped with a shut-off nozzle may be used for a quick rinse;
- d. Watering of any lawn, garden, landscaped area, tree, shrub or other plant except from a hand-held hose or container or drip irrigation system except sprinklers can be used if customer maintains the volume or percent reduction pursuant to the NMWD Board of Directors determination compared to a prior year's use in same billing period;
- e. Watering any portion of a golf course except the tees and greens;
- f. Any non-residential use by a vehicle washing facility in excess of the volume percent or reduction pursuant to the NMWD Board of Directors determination;
- g. Irrigating landscape other than between the hours of 7pm and 9am the following day;
- h. Irrigating landscape more than _____ days per week;

- i. Irrigating landscape during or within 48 hours of measureable precipitation;
- j. Irrigating with potable water of lawn area on public street medians.

Stage 3 Mandatory - achieve up to a _____%² reduction in water use by declaring a water emergency and implementing Stage 1 (Voluntary), Stage 2 (Mandatory) and the following additional Stage 3 (Mandatory) requirements.

- a. Watering any residential lawn, or any commercial or industrial area lawn maintained for aesthetic purposes, at any time day or night during the period of March 1, through September 30. (These designated lawns will be allowed to dry up for the summer). Affected customers will be advised on tested methods for re-greening the lawns at minimum expense beginning on October 1, during a Stage 3 mandatory period if operating conditions permit. By following the prescribed instructions, the affected customers will likely avoid the cost of replacing lawns.)
- b. Planting any new landscaping, except for designated drought resistant landscaping authorized by NMWD.
- c. Public agencies may apply to the General Manager for exemptions for watering specific public lawns used extensively for community wide recreation. Such public area lawn watering shall only be done under methods and time periods prescribed by the General Manager. Such exemptions will only be given by the General Manager, if the mandatory _____% reduction in water can otherwise be achieved on a service area basis.
- d. Golf courses may only use private well or recycled water for general irrigation. Golf courses may apply to the General Manager for specific exemptions to water greens only, and then only under methods and time periods prescribed by the General Manager. Such exemptions will only be given by the General Manager, if the mandatory _____% reduction in water use can otherwise be achieved on a service area basis.
- e. All day and nighttime sprinkling will be discontinued. Any and all outside watering will be done only with a hand held nozzle. An exception will be made to permit drip irrigation for established perennial plants and trees using manual or automatic time controlled water application sufficient only for assured plant survival.
- f. No new annual plants, vegetables, flowers or vines may be planted until the Stage 3 mandatory period is over. An exception will be considered on a case by case basis for customers who are eliminating existing thirsty landscaping and replacing same with drought resisting landscaping prescribed by NMWD, as in b. above.
- g. Limit deliveries of water to outside service area customers to that needed for human consumption, sanitation and public safety only or as stipulated in outside service agreements.

<u>Plan Preparation</u>	This plan has been coordinated with the Sonoma County Water Agency and the other regular contractors which utilize the Sonoma County Water Agency Aqueduct System and the City of Novato, and County, State and Federal Emergency Services Offices.
<u>Adoption of Plan</u>	The Stage of Action will be enacted after public hearing required by the District's Emergency Water Conservation Ordinance and a determination by the District's Board of Directors that a Water Shortage Emergency exists.
<u>Monitoring of Actual Water Use</u>	Monitoring of water use will be by meters with data analysis using the District's computers.
<u>Mandatory Prohibitions</u>	Wasting of water is prohibited by Regulation 15 of the North Marin Water District. Stage 2 and Stage 3 of the Water Shortage Contingency Plan contain specific mandatory provisions.
<u>Revenue and Expenditure Analysis</u>	Temporary Drought Revenue Recovery Surcharge In the event that mandatory water use restrictions or mandatory reduction in water use is triggered (Stage 2 or Stage 3 herein), a Temporary Drought Revenue Recovery Surcharge may be implemented. The Temporary Drought Revenue Recovery Surcharge will serve to mitigate the revenue loss resulting from a reduction in water use, as well as the liquidated damages assessed by the Sonoma County Water Agency pursuant to the water shortage and apportionment provisions of the Restructured Agreement for Water Supply. The Temporary Drought Revenue Recovery Surcharge shall be a quantity charge for each 1,000 gallons as specified in District Regulation 54.

SAMPLE

**NORTH MARIN WATER DISTRICT
NOVATO SERVICE AREA
EMERGENCY WATER CONSERVATION ORDINANCE NO. 28**

APRIL 1, 2014

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EMERGENCY WATER CONSERVATION ORDINANCE

ORDINANCE NO. 28

AN ORDINANCE OF NORTH MARIN WATER DISTRICT DECLARING THE EXISTENCE OF A WATER SHORTAGE EMERGENCY CONDITION WITHIN THE NOVATO SERVICE AREA OF THE DISTRICT, PROHIBITING THE WASTE AND NON-ESSENTIAL USE OF WATER, AND PROVIDING FOR THE CONSERVATION OF THE WATER SUPPLY OF THE DISTRICT

BE IT ORDAINED by the Board of Directors of North Marin Water District as follows:

Section 1. Declaration of a Water Shortage Emergency

This Board of Directors does hereby find and declare as follows:

(a) A public hearing was held on April 1, 2014, on the matter of whether this Board of Directors should declare a water shortage emergency condition exists within the water service area of this District which is served by Stafford Lake and the North Marin Aqueduct.

(b) Notice of said hearing was published in the Novato Advance and Marin Independent Journal, newspapers of general circulation printed and published within said water service area of the District.

(c) At said hearing all persons present at said hearing were given an opportunity to be heard and all persons desiring to be heard were heard.

(d) Said hearing was called, noticed and held in all respects as required by law.

(e) This Board heard and has considered each protest against the declaration and all evidence presented at said hearing.

(f) A water shortage emergency condition exists and prevails within the portion of the territory of this District served by Stafford Lake and the North Marin Aqueduct. Said portion of this District is hereinafter referred to as the Novato Service Area and consists in all the territory of this District except the portions hereof in the western part of Marin County denominated Annexations 2, 3, 5, 6, 7, 8, 10, 11, 12, 13, 14, 15 and 16 generally known as Point Reyes Station, Inverness Park, Olema, Oceana Marin, and territories on the east shore of Tomales Bay. Said water shortage exists by reason of the fact that the ordinary demands and requirements of the water consumers in the Novato area cannot be met and satisfied by the water supplies available to this District in the Novato Service Area without depleting the water supply to the extent that there would be insufficient water for human consumption, sanitation and fire protection.

(g) On April 1, 2014 the Board of Directors enacted the North Marin Water District Water Shortage Contingency Plan for the Greater Novato Area (Plan) and said Plan defines specific triggers for stages of action applicable to District customers, and pursuant to this ordinance. The specific triggers for stages of action vary and are determined based on advice and action of Sonoma County Water Agency regarding water supply conditions on the Russian River and in Lake Sonoma from which approximately eighty percent of the District's water supply for the Novato Service Area is delivered through the North Marin Aqueduct.

Section 2. Purpose and Authority

The purpose of this ordinance is to conserve the water supply of the District for the greatest public benefit with particular regard to public health, fire protection and domestic use, to conserve water by reducing waste, and to the extent necessary by reason of drought and the existing water

shortage emergency condition to reduce water use fairly and equitably. This ordinance is adopted pursuant to Water Code Section 350 to and including 358, and Sections 31026 to and including 31029.

Section 3. Effect of Ordinance

This ordinance shall take effect on April 1, 2014, shall be effective only in the Novato Service Area, shall supersede and control over any other ordinance or regulation of the District in conflict herewith, and shall remain in effect until the Board of Directors declares that the water shortage emergency has ended.

Section 4. Suspension of New Connections to the District's Water System

(a) From the date the Board of Directors, by resolution, determines that Stage 2, Moderate Mandatory actions are to be implemented, until, the Board of Directors by resolution declares that the water shortage has ended, which period is hereinafter referred to as the suspension period, no new or enlarged connection shall be made to the District's water system except the following:

- (1) connection pursuant to the terms of connection agreements which prior to the date Stage 2, mandatory actions are implemented, had been executed or had been authorized by the Board of Directors to be executed;
- (2) connections of fire hydrants;
- (3) connections of property previously supplied with water from a well which runs dry.
- (4) connection of property for which the Applicant agrees to defer landscape installation until after the suspension period.
- (5) Recycled Water connections.

(b) During the suspension period applications for water service will be processed only if the Applicant acknowledges in writing that such processing shall be at the risk and expense of the Applicant and that if the application is approved in accordance with the District's regulations, such approval shall confer no right upon the Applicant or anyone else until the suspension period has expired, and that the Applicant releases the District from all claims of damage arising out of or in any manner connected with the suspension of connections.

(c) Upon the expiration of the suspension period, the District will make connections to its water system in accordance with its regulations and the terms of connection agreements for all said applications approved during the suspension period. The water supply then available to the District will be apportioned equitably among all the customers then being served by the District without discrimination against services approved during the suspension period.

(d) Nothing herein shall prohibit or restrict any modification, relocation or replacement of a connection to the District's system if the General Manager determines that the demand upon the District's water supply will not be increased thereby.

Section 5. Waste of Water Prohibited

No water furnished by the District shall be wasted. Waste of water includes, but is not limited to, the following:

- (a) permitting water to escape down a gutter, ditch or other surface drain;
- (b) failure to repair a controllable leak of water;

- (c) failure to put to reasonable beneficial use any water withdrawn from the District's system.

Section 6. Prohibition of Non-Essential Use of Water

(a) No water furnished by the District shall be used for any purpose declared to be non-essential by this ordinance for the following stages of action as determined by the Board of Directors after considering specific triggers consistent with the Water Shortage Contingency Plan for the Greater Novato Service Area.

Stage 1 - Voluntary Stage (up to 20% reduction). Achieve up to 20% reduction in water usage compared to the corresponding billing period in 2013 by encouraging voluntary rationing, enforcement of water wasting regulations and water conservation Regulation 15, requesting customers to make conscious efforts to conserve water, request restaurants to serve water only upon request, encourage private sector to use alternate source and encourage night irrigation.

(b) The following uses are declared to be non-essential from and after April 1, 2014:

- (1) washing sidewalks, driveways, parking areas, tennis courts, patios or other exterior paved areas except by the Novato Fire Protection District or other public agency for the purpose of public safety;
- (2) refilling a swimming pool drained after July 1, 2014;
- (3) non-commercial washing of privately-owned motor vehicles, trailers and boats except from a bucket and except that a hose equipped with a shut-off nozzle may be used for a quick rinse.

Stage 2 - Moderate Mandatory Rationing (up to 30% reduction)

(c) From and after the date that the Board of Directors, by resolution, determines that the following additional uses are declared to be non-essential:

- (1) any use of water from a fire hydrant except for fighting fires, human consumption, essential construction needs or use in connection with animals;
- (2) watering of any lawn, garden, landscaped area, tree, shrub or other plant except from a handheld hose equipped with an automatic shut-off nozzle, container or drip irrigation system except overhead sprinkler irrigation can be used if customer maintains an overall 30% reduction in water use compared to the corresponding billing period in 2013 (Customers using less than 300 gallons per day are permitted to water their landscapes without a required 30% reduction), and properly operates the irrigation system in a non-wasteful manner between the hours of 7:00 p.m. and 9:00 a.m. the next day. If sprinkler water is used in a wasteful manner, the General Manager may prohibit sprinkling by that customer.
- (3) watering any portion of a golf course except the tees and greens except as provided in Section 10 hereof or where private well or recycled water supply is used;
- (4) use of water for dust control at construction sites;
- (5) initial filling of any swimming pool for which application for a building permit was made after April 1, 2014;
- (6) use by a vehicle washing facility in excess of up to 30% less than the amount used by it during the corresponding billing period in 2013. If the facility was not operating in 2013, an assumed amount shall be computed by the District from its records. This subsection shall not apply to any facility that recycles water in a manner satisfactory to the District.

- (7) any non-residential use in excess of up to 30% less than the amount used by the customer during the corresponding billing period in 2013. If connection to the District system was not in existence or use in 2013, an assumed amount will be computed from the District's records.

Stage 3 - Severe Mandatory Rationing (up to 50% reduction)

(d) From and after the date that the Board of Directors, by resolution, determines that the water shortage emergency requires severe rationing, the following additional uses are declared to be non-essential:

- (1) Watering any residential lawn, or any commercial or industrial area lawn maintained for aesthetic purposes, at any time of the day or night during the period of March 1, through September 30, when a Stage 3 is in progress.
- (2) Planting any new landscaping, except for designated drought resistant landscaping prescribed by the District.
- (3) All day and nighttime sprinkling will be discontinued. Any and all outside watering will be done only with a hand held nozzle. An exception will be made for carefully timed drip irrigation for established perennial plants and trees. Only sufficient water for assured plant survival may be applied.
- (4) No new annual plants, vegetables, flowers or vines may be planted during the Stage 3 emergency period. An exception will be made for customers who are eliminating existing thirsty landscaping and replacing same with drought resisting landscaping prescribed by the District, as in (2) above.

The combined rationing including Stage 1, 2, and 3 is designed to achieve a minimum reduction of 50% or more in Novato service territory water consumption as compared with normal annual usage.

(e) The percentages stipulated in Stage 2 and Stage 3 may be increased by the General Manager for any class of customer if the General Manager determines that such increase is necessary to protect the public health, safety and welfare or to spread equitably among the water users of the District the burdens imposed by the drought and the shortage in the District's water supply.

Section 7. Variances

Applications for a variance from the provisions of Section 6 of this ordinance may be made to the General Manager. The General Manager may grant a variance to permit a use of water otherwise prohibited by Section 6 if the General Manager determines that the variance is reasonably necessary to protect the public health and safety and/or economic viability of commercial operation. Any decision of the General Manager under this section may be appealed to the Board of Directors.

Section 8. Violations

(a) If and when the District becomes aware of any violation of any provision of Section 5 or 6 of this ordinance, a verbal warning will be given, then if the violation continues or is repeated, a written notice shall be placed on the property where the violation occurred and mailed to the person who is regularly billed for the service where the violation occurs and to any other person known to the District who is responsible for the violation or its correction. Said notice shall describe the violation and order that it be corrected, cured and abated immediately or within such specified time as the General Manager determines is reasonable under the circumstances. If said order is not complied

with, the District may forthwith disconnect the service where the violation occurs.

(b) For the first offense, a fee of \$50 shall be paid for the reconnection of any service disconnected pursuant to subsection (a) during the suspension period. For each subsequent violation of Section 8 (a), the fee for reconnection shall be \$75.

(c) No service which is disconnected twice because of a violation of Section 5 or 6 of this ordinance during the suspension period, shall be reconnected unless a device supplied by the District which will restrict the flow of water to said service is installed. Furthermore, the fee for reconnection of such a service during the suspension period shall be \$100 in lieu of the fee required by subsection (b) hereof.

(d) In the event the District determines that water furnished by the District has been used to fill a swimming pool in violation of Section 5 or 6 hereof, service shall be disconnected and shall be reconnected pursuant to Section 8 (b) hereof, as applicable, except that the reconnection fee shall be \$200 for each subsequent offense.

Section 9. Signs on Lands Supplied from Private Wells or Recycled Water

The owner or occupant of any land within the Novato water service area that is supplied with water from a private well or with recycled water shall post and maintain in a conspicuous place thereon a sign furnished by the District giving public notice of such supply.

Section 10. Drought Surcharge

In the event a mandatory reduction in water use is triggered (Stage 2 or Stage 3 herein), a Drought Surcharge will be implemented simultaneous with enactment of the mandatory stage. The Drought Surcharge will serve to mitigate the revenue loss resulting from a reduction in water use, as well as the liquidated damages assessed by the Sonoma County Water Agency pursuant to the water shortage and apportionment provisions of the Restructured Agreement for Water Supply. The Drought Surcharge shall be a quantity charge for each 1,000 gallons as specified in District Regulation 54.

* * * * *

I hereby certify that the foregoing is a true and complete copy of an ordinance duly and regularly adopted by the Board of Directors of North Marin Water District at a regular meeting thereof held on April 1, 2014 by the following vote:

AYES:	Directors Baker, Fraites, Petterle, Rodoni, Schoonover
NOES:	None
ABSENT:	None
ABSTAINED:	None

(SEAL)



Katie Young

District Secretary
North Marin Water District

15

MEMORANDUM

To: Board of Directors
From: Ryan Grisso, Water Conservation Coordinator
Subject: Winter Outreach Campaign
V:\Memos to Board\Winter Outreach Campaign 2021.doc

January 29, 2021

RECOMMENDED ACTION: Information Only

FINANCIAL IMPACT: Information Only

Due to unusually low rainfall this winter and below average rainfall conditions last year, water storage levels are particularly low in Stafford Lake, Lake Mendocino, Lake Sonoma, and the Russian River. Sonoma Water has requested a Temporary Urgency Change Petition (TUCP) with the State Water Resources Control Board, to retain as much supply as possible in storage should these dry conditions continue. To accompany the TUCP, the Sonoma-Marín Saving Water Partnership, which represents Sonoma Water and its wholesale water contractors that deliver drinking water to more than 600,000 residents in the North Bay has come together to seek the community's help in saving water. A campaign has been developed to be deployed on social media and the Partnership member websites through a series of template posts and summary sheet of water conservation tips for Winter.

The District modified the Partnership template campaign posts to match current social media branding and design and the eleven final District posts are attached (Attachment 1) for your information. These posts are scheduled to be deployed twice per week on Facebook, Instagram and Twitter for the next six weeks with schedule flexibility should we get an adequate amount of rainfall in that time. In addition to the posts on social media websites, a news story (Attachment 2) was posted on the District website. Additionally, a Watersmart group messenger email may be deployed in the next couple weeks which would be very similar to the news story.



**NORTH MARIN
WATER DISTRICT**

Dry Year Social Posts

January, February, March 2021

Dry Year Social Posts

Week 1: Jan 25 to Jan 31



**It's a dry year.
Save water with us.**

Save water now by turning off your irrigation system.

 **For more water saving tips visit**
nmwd.com/save-water


NORTH MARIN
WATER DISTRICT

Remember to turn off your irrigation system during wet weather! 🌧️☁️ It will help save water for the dry year ahead, and save money on your water bill. Visit nmwd.com/save-water for more water saving tips!
#nmwd #atmosphericriver #bayarea #savewater #savemoney



**It's a dry year.
Save water with us.**

Save water now by running only full loads of laundry or dishes.

 **For more water saving tips visit**
nmwd.com/save-water


NORTH MARIN
WATER DISTRICT

We may be having a wet winter, but experts predict a dry year ahead. Help save water now by only running full loads of laundry or dishes. Visit nmwd.com/save-water for more water saving tips.
#nmwd #water #savewater #savemoney #dryyear



Dry Year Social Posts

Week 2: Feb 1 to Feb 7

A social media post graphic with a dark blue border. The background is a close-up of a white toothbrush with blue bristles, resting on a white soap dish. The text is in white and black. At the bottom, there is a white wave graphic containing a blue water drop icon and the North Marin Water District logo.

**It's a dry year.
Save water with us.**

Save water now by turning off the water while you lather with soap, shave, or brush your teeth.

For more water saving tips visit
nmwd.com/save-water


NORTH MARIN
WATER DISTRICT

You can help save water by turning off the water while you lather, shave or brush your teeth. Visit nmwd.com/save-water for more water saving tips!
#nmwd #water #savewater #savemoney #dryyear

A social media post graphic with a dark blue border. The background is a close-up of a garden bed with brown mulch and some green plants. The text is in white and black. At the bottom, there is a white wave graphic containing a blue water drop icon and the North Marin Water District logo.

**It's a dry year.
Save water with us.**

Save water now by applying mulch to retain moisture and prevent soil erosion.

For more water saving tips visit
nmwd.com/save-water


NORTH MARIN
WATER DISTRICT

Maintain a three inch layer of mulch throughout your landscape for healthy soil and to keep weeds down. Visit nmwd.com/save-water for more water saving tips.
#nmwd #water #savewater #savemoney #dryyear
#gardentips #mulch #gardening



Dry Year Social Posts

Week 3: Feb 8 to Feb 14

**It's a dry year.
Save water with us.**

Save water now by
not using the toilet as
a trash bin.



 For more water
saving tips visit
nmwd.com/save-water



NORTH MARIN
WATER DISTRICT

Never flush wipes, tissues, masks, gloves or paper towels. Visit nmwd.com/save-water for more water saving tips.

#nmwd #water #savewater #savemoney #dryyear

**It's a dry year.
Save water with us.**

Save water now by
using a broom
instead of a hose.



 For more water
saving tips visit
nmwd.com/save-water



NORTH MARIN
WATER DISTRICT

Sweep off patios, decks, sidewalks and driveways with a broom rather than a hose. Visit nmwd.com/save-water for more water saving tips.

#nmwd #water #savewater #savemoney #dryyear



Dry Year Social Posts

Week 4: Feb 15 to Feb 21

**It's a dry year.
Save water with us.**

Relandscape your yard with low water use plants.



For more water saving tips visit
nmwd.com/save-water



NORTH MARIN
WATER DISTRICT

Look for the 'water smart plant' label at participating local nurseries. Visit nmwd.com/save-water for more water saving tips.

#nmwd #water #savewater #savemoney #dryyear

**It's a dry year.
Save water with us.**

Save water now by waiting for a full load before running the dishwasher.



For more water saving tips visit
nmwd.com/save-water



NORTH MARIN
WATER DISTRICT

Only run the dishwasher when it's full. It will help save water for the dry year ahead, and save money on your water bill. Visit nmwd.com/save-water for more water saving tips.

#nmwd #water #savewater #savemoney #dryyear



Dry Year Social Posts

Week 5: Feb 22 to Feb 28

**It's a dry year.
Save water with us.**

Save water now
by finding and
fixing leaks.



 **For more water
saving tips visit**
nmwd.com/save-water



Check your water meter regularly and perform a toilet dye test. Visit nmwd.com/save-water for more water saving tips.

#nmwd #water #savewater #savemoney #dryyear

**It's a dry year.
Save water with us.**

Relandscape your
yard with low water
use plants.



 **For more water
saving tips visit**
nmwd.com/save-water



NMWD offers rebates for replacing lawns and for irrigation system upgrades. Visit nmwd.com/save-water for more water saving tips.

#nmwd #water #savewater #savemoney #dryyear



Dry Year Social Posts

Week 6: Mar 1 to Mar 7

A social media post graphic with a dark blue border. The background is a light blue gradient with a faint image of a toilet. The text is white and black. The top text reads "It's a dry year. Save water with us." Below this, it says "Save water now by replacing inefficient toilets with new high-efficiency models." At the bottom left, there is a water drop icon and the text "For more water saving tips visit nmwd.com/save-water". At the bottom right, there is the North Marin Water District logo, which consists of a circular arrow around a wave, with the text "NORTH MARIN WATER DISTRICT" below it.

**It's a dry year.
Save water with us.**

Save water now by replacing inefficient toilets with new high-efficiency models.

 **For more water saving tips visit**
nmwd.com/save-water


NORTH MARIN
WATER DISTRICT

NMWD offers rebates of up to \$150 when customers replace their non-water conserving toilets (pre-1993). Visit nmwd.com/save-water for more rebates and water saving tips.

#nmwd #water #savewater #savemoney #dryyear



Published: 1/25/21

It's a Dry Year. Save Water With Us.

Due to unusually low rainfall this winter and below average rainfall conditions last year, our water storage levels are particularly low. This means we need your help in conserving water and preserving our community's water sources — including Stafford Lake, Lake Mendocino, Lake Sonoma, and the Russian River.

We are proud to be part of the Sonoma-Marín Saving Water Partnership, which represents Sonoma Water and its wholesale water contractors, or the cities that deliver drinking water to more than 600,000 residents in the North Bay. The Partnership has come together to seek the community's help in saving water, and we hope you will join us in this important mission.

Conserving water is easier than you might think! Small changes around your home can make a big difference, especially if each household can commit to just a few. Save water now by:

- Turning off your irrigation system. Plants need much less water during the winter. Manually water only when the soil below the surface is dry.
- Applying mulch to retain moisture and prevent soil erosion.
- Running only full loads of laundry or dishes. The dishwasher uses less water than washing by hand.
- When loading the dishwasher, skip rinsing and scrape food scraps into the compost bin instead of the garbage disposal.
- Turning off the water while you lather with soap, shave, and brush your teeth.
- Not using the toilet as a trash bin. Never flush wipes, tissues, masks, gloves, or paper towels.
- Replacing inefficient toilets with new high-efficiency models. Top performing models use just 0.8 gallons per flush.
- Using a broom instead of a hose to clean off patios, decks, sidewalks, and driveways.
- Finding and fixing leaks. Check your water meter and perform a toilet dye test.
- Relandscape your yard with water smart plants. Look for the label at participating nurseries.

You'll be seeing these tips on our social media channels over the next few weeks. Please share these tips with your friends and family so we can all make a difference, together.

Learn more about the Sonoma-Marín Saving Water Partnership at savingwaterpartnership.org.



16

Item #16

*DRAFT Minutes of Technical Advisory Committee
Virtual Meeting – No Physical Location
January 4, 2021

Attendees: Easter Ledesma, City of Santa Rosa
Gina Perez, City of Santa Rosa
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
Christina Goulart, Town of Windsor
Matt Fullner, Valley of the Moon Water District
Paul Sellier, Marin Municipal Water District

Staff: Grant Davis, SCWA
Pam Jeane, SCWA
Don Seymour, SCWA
Jay Jasperse, SCWA
Paul Piazza, SCWA
Barry Dugan, SCWA
Brad Sherwood, SCWA
Lynne Rosselli, SCWA
David Manning, SCWA
Michael Thompson, SCWA
Colin Close, City of Santa Rosa
Peter Martin, City of Santa Rosa
Kimberly Zunino, City of Santa Rosa
Claire Nordlie, City of Santa Rosa
Brian Kilkenny, City of Santa Rosa
Chelsea Thompson, City of Petaluma
Tony Williams, NMWD
Sandi Potter, Town of Windsor
Elizabeth Cargay, Town of Windsor

Public Attendees: Bob Anderson, United Wine Growers
David Keller, FOER
Margaret DiGenova, California American Water

1. Check-in
Drew McIntyre, TAC Chair, called the meeting to order at 9:03 a.m.
2. Public Comments
Voicemail left from Dwyane Dewitt. With low rainfall and drought situations Dwayne Dewitt is hoping TAC will look at Stormwater retention possibilities including the Roseland Creek corridor that goes into the Laguna De Santa Rosa.
3. Recap of December 7, 2020 TAC meeting and approval of minutes
Moved by Jennifer Burke, City of Santa Rosa, seconded by Craig Scott, City of Cotati; unanimously approved. No public comments.
4. TAC Finance Subcommittee Update- SCWA FY22 Budget

Drew McIntyre, TAC Chair. The draft budget will be given to the TAC Finance Subcommittee by January 15. The subcommittee is chaired by Kimberly Zunino, City of Santa Rosa, and comprises representatives from Windsor, Cotati, North Marin Water District and Marin Municipal Water District. The subcommittee will meet with SCWA staff January 20 to start reviewing the budget. The subcommittee will present an update at the February 1 WAC/TAC meeting with review and recommendations to approve the budget at the TAC March 1 meeting. Lynne Rosselli from SCWA will also be available in the month of March to present at water contractors' governing board meetings. A Special WAC meeting will be held April 6 to approve the SCWA Water Transmission System budget and rates and SCWA will put it on their Board of Director's agenda for approval before the end of April. No public comments.

5. Sonoma Marin Water Saving Partnership

a. 2020 Water Production Relative to 2013 Benchmark

Drew McIntyre, North Marin Water District. Refer to handout. Water use year to date is down 9% compared to the 2013 benchmark. Public Comment: Dwayne Dewitt left a voicemail stating in this drought there needs to be public outreach again that works with residents of Sonoma and Marin County to promote water saving with innovative approaches and shouldn't just be the government doing it with government money paid by tax payers.

6. Water Supply Conditions and Temporary Urgency Change Order

Pam Jeane, SCWA. As of January 1, 2021, water supply conditions have changed back to Normal. Minimum streamflow requirements are higher than what they were at the end of December when operating under the previous Temporary Urgency Change Order (TUCO) and SCWA had to increase flows out of Lake Mendocino to meet minimum flow requirements. SCWA staff are working on a new temporary urgency change petition to request water supply conditions be based on storage levels in Lake Mendocino, which would result in a change in water supply conditions to Dry, based on current storage levels, and corresponding lower release flows.. Storage at Lake Mendocino is currently 28,000-acre ft. Lake Sonoma storage is at 158,000-acre ft. The main concern is the storage levels at Lake Mendocino with the higher stream flow release requirement. No public comments.

7. Water Supply Conditions Public Outreach Messaging Timeline

Paul Piazza, SCWA. The Water Conservation Subcommittee met on December 28, 2020 to discuss a winter water conservation campaign and consensus was reached to move forward with a social media campaign to address current conditions. SCWA staff are working to finalize social media posts and will distribute them on a drop box site for the Sonoma Marin Saving Water Partners. There will also be a pdf page of a list of water saving tips that will be available for distribution to the Sonoma Marin Saving Water Partners to post on websites. The Partners have agreed to amplify the social media message by continuing with what is already underway with savings messages, AMI billing software, website posts, mail inserts, local radio, etc. SCWA asked each of the Partners to provide their adopted shortage plan stages in case they needed to move in that direction and SCWA would reassess in February. No public comments.

8. Biological Opinion Status Update

Pam Jeanne, SCWA. Refer to handout. Fish Flow Project: Draft EIR to be recirculated in 2021. Dry Creek Habitat Enhancement: Construction along the project was completed in November 2020, Hanford completed the portions required in phase III while the remaining portions in phase III are instream and will be completed between June 15 and

October 15, 2021. They also completed some maintenance work as well. Staff has been conducting physical and biological surveys on new sites constructed and maintained. For phases IV-VI, SCWA are working with the Army Corps of Engineers and reviewing 99% design drawing and preparing bid packages. Late in 2020 the Project Partnership Agreement was executed between SCWA and the Corps . Fish Monitoring: SCWA was able to complete almost all the fish monitoring that was required in the Biological Opinion in 2020. They were able to complete only one of five surveys with beach seining in the estuary due to safety issues from COVID-19. Russian River Estuary Management Project: SCWA mechanically breached the estuary Wednesday December 30, 2020 and it closed again on Saturday January 2, 2021. There are some high swells and a lot of action anticipated in the ocean so SCWA staff are not sure that they will be able to safely breach in the next couple of weeks if it is needed. No public comments.

9. Potter Valley Project Relicensing Update

Pam Jeanne, SCWA. Potter Valley Project Relicensing is in a current holding pattern. SCWA submitted responses to comments that were made on the Initial Study Report that was submitted to FERC in September 2020 and the following stakeholder meeting. FERC will be releasing a Study Plan determination in January and will tell SCWA and their partners what they will need to do to get through the study phase of the Integrated Licensing process. No public comments.

10. Emergency Training and Coordination Subcommittee Update

Steven Hancock, SCWA. This item was carried over to the next WAC/TAC meeting agenda which is scheduled for February 1.

11. Items for Next Agenda (February 1 2021 WAC/TAC Meeting)

Emergency Training and Coordination Subcommittee Update
Discussion about new WAC member orientation
Fiscal Year 2022 Water Transmission System Budget Update
Updates on the public outreach messaging related to water supply conditions on the agenda at every meeting

12. Check Out

Meeting adjourned at 9:58 am.

17

DISBURSEMENTS - DATED JANUARY 21, 2021

Date Prepared 1/19/21

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
EFT*	US Bank	December Bank Analysis Charge (Lockbox \$912 & Other \$355, Less Interest \$78)	\$1,188.81
1	Able Tire & Brake	Tires for Forklift (2) (\$942) & Repair ('19 Nissan Rogue)	979.90
2	Athens Administrators	December Indemnity Review Fee	105.00
3	Backflow Distributors	Hydrant Meter/Backflow Assemblies (2)	4,758.81
4	Bakalar, Michael	Retiree Exp Reimb (2021 Health Ins)	547.80
5	Bank of Marin	Bank of Marin Loan Principal & Interest (Payment 111 of 240) Aqueduct Energy Efficiency Project	46,066.67
6	Bender, Matthew	LexisNexis Water Codes Volume 10 (\$608) & 20 (\$702)	1,309.85
7	Borges & Mahoney	Parts to Rebuild Chlorine Gas Regulators @ STP	939.32
8	California Water Service	Water Service (O.M.) (10/30-12/31/20) (O ccf)	50.01
9	Chandrasekera, Carmela	Retiree Exp Reimb (Jan Health Ins)	1,063.97
10	Cilia, Joseph	Retiree Exp Reimb (Jan Health Ins)	372.37
11	Cinquini & Passarino	Prog Pymt#4: PRE Tank 4A Replacement (Balance Remaining on Contract \$15,133)	1,245.00
12	Clipper Direct	February Commuter Benefit Program	49.00
13	Comcast	January Internet Connection	144.92
14	California Sanitation Risk Mgmt	2021 O.M. Liability Insurance (12/31/20-12/31/21)	2,204.72
15	DataTree	December Subscription to Parcel Data Info	106.08
16	Derby, Richard	Retiree Exp Reimb (2021 Health Ins)	1,088.28

Seq	Payable To	For	Amount
17	Direct Line	January Telephone Answering Service	168.00
18	Eyler, John	Retiree Exp Reimb (2021 Health Ins)	1,088.28
19	Fritz, James	Retiree Exp Reimb (2021 Health Ins)	1,088.28
20	GHD	Prog Pymt#1: Old Ranch Rd Tank No. 2 Design Services (Balance Remaining on Contract \$105,609)	4,681.14
21	Grainger	Fittings for STP Pumps (\$271) & Miscellaneous Maintenance Parts & Supplies (\$356)	627.86
22	Hach	Salt Bridge for pH Probes (STP)	555.47
23	Hale, Larry	Retiree Exp Reimb (2020 Health Ins)	547.80
24	HERC Rentals	STP Forklift Rental (12/15-12/22)	1,022.09
25	Hildebrand Consulting	Prog Pymt#3: West Marin Water Rate Study 2021 (Balance Remaining on Contract \$15,540)	7,140.00
26	InfoSend	December Processing Fee for Water Bills (\$1,232), Postage (\$3,352) & December Monthly Support Fee (\$913)	5,497.16
27	Intellaprint Systems	Quarterly Equipment Maintenance on KIP 3,000 Engineering Scanner/Copier	447.00
28	Jackson, David	Retiree Exp Reimb (Jan Health Ins)	1,063.97
29	Johnstone, Daniel	Retiree Exp Reimb (2021 Health Ins)	1,088.28
30	JW Mobile	Hoses for Vac ('19 Ditch Witch)	233.48
31	Kerr, Duncan	Credit for Bill Adjustment per Customer Request Due to Overpayment	11,566.63
32	Kiosk Creative	Prog Pymt#16: Implement District Directed Communication Action (Balance Remaining on Contract \$26,228)	2,718.50
33	LaCombe, Frank	Retiree Exp Reimb (2021 Health Ins)	63.12
34	Latanyshyn, Roman	Retiree Exp Reimb (Jan Health Ins)	372.37
35	Lemos, Kerry	Retiree Exp Reimb (Jan Health Ins)	1,063.97
36	Lyons, Carolyn	Refund Overpayment on Closed Account	21.79

Seq	Payable To	For	Amount
37	MacDougall, Rod	Novato "Washer Rebate" Program	50.00
38	Manzoni, Alicia	Retiree Exp Reimb (Jan Health Ins)	1,063.97
39	Masters, Joe	Novato "Smart Irrigation Controller" Program	180.00
40	McLellan, WK	Misc Paving	13,863.76
41	Nelson, John O.	Retiree Exp Reimb (2021 Health Ins)	744.36
42	North Marin Auto Parts	Rags for Shop (\$127), Service Parts ('18 Dodge Ram) (\$53), 5 Gal Buckets (15), Batteries ('12 F250-\$60, '99 Forklift-\$167, Small Tools-\$60), Trailer Plug Sockets for Fleet (\$161), Hydraulic Oil (\$136) (Less Credit on Battery)	715.65
43	Novato, City of	Encroachment Permit Fee (Grant Ave Pipeline Replacement)	826.85
44	Office Depot	Calendars (2)	42.59
45	Pace Supply	Air Release Valves (3) (\$1,946) & Angle Meter Stops (Landsea Homes) (70) (\$23,446)	25,391.60
46	Parkinson Accounting Systems	December Accounting Software Support	3,217.50
47	Pini Hardware	Miscellaneous Maintenance Tools & Supplies	661.68
48	Poiani, Isabelle	Retiree Exp Reimb (2021 Health Ins)	63.12
49	Point Reyes Prop Mgmt Assn	January HOA Fees (25 Giacomini Rd)	75.05
50	Rader Excavating	Traffic Control (12/16/20)	1,470.00
51	Randall Bros. Automotive	Smog Test ('12 F250-\$70 & '08 Chevy Colorado-\$70)	140.00
52	Reed, David	Novato "Washer Rebate" Program	50.00
53	Rose, Brian	Refund Overpayment on Closed Account	621.73
54	Smalley, Gayle	Retiree Exp Reimb (2021 Health Ins)	547.80
55	Soiland	Asphalt Recycling (17 tons)	169.30
56	Sonoma County Water Agency	December Contract Water	561,946.89
57	Sonosky, Norma	Retiree Exp Reimb (2021 Health Ins)	744.36
58	Thompson-Brundidge, Ashley	Novato "Toilet Rebate" Program	100.00

Seq	Payable To	For	Amount
59	Township Building Services	December Janitorial Services	2,035.48
60	TPx Communications	January Telephone Charges	587.22
61	US Bank	December Safekeeping Treasury Securities	81.75
62	Vasconcellos, Joan	Retiree Exp Reimb (2021 Health Ins)	547.80
63	Velloza, May	Retiree Exp Reimb (2021 Health Ins)	369.00
64	Verizon Wireless	SCADA & AMI Collectors (\$650)	810.96
65	Waste Management	Green Waste Removal	401.90
66	White & Prescott	Prog Pymt#24: Crest Pump Station Site Plan (\$520) (Balance Remaining on Contract \$38,620) & Prog Pymt#25: Old Ranch Rd Tank Site (\$945) (Balance Remaining on Contract \$37,675)	1,465.00
67	White, Sonja	Retiree Exp Reimb (2021 Health Ins)	63.12
68	Wilson, Roena	Retiree Exp Reimb (2021 Health Ins)	369.00
TOTAL DISBURSEMENTS			<u>\$722,693.14</u>

The foregoing payroll and accounts payable vouchers totaling \$722,693.14 are hereby approved and authorized for payment.

	<u>01/19/2021</u>
Auditor-Controller	Date
	<u>1/19/2021</u>
General Manager	Date

DISBURSEMENTS - DATED JANUARY 28, 2021

Date Prepared 1/25/21

The following demands made against the District are listed for approval and authorization for payment in accordance with Section 31302 of the California Water Code, being a part of the California Water District Law:

Seq	Payable To	For	Amount
P/R*	Employees	Net Payroll PPE 1/15/21	\$143,721.79
90347*	Internal Revenue Service	Federal & FICA Taxes PPE 1/15/21	66,456.43
90348*	State of California	State Taxes & SDI PPE 1/15/21	15,181.90
90349*	CalPERS	Pension Contribution PPE 1/15/21	37,723.49
90350*	US Bank Card	Calif Society of Municipal Finance Officers-Membership Renewal (\$110), Costco-Misc Lab, Construction & Kitchen Supplies (\$119), AWWA Reference Book "M11 Steel Pipe: A Guide for Design & Installation" (\$198), Dry Erase Calendar (to be returned) (\$41), Safeway-Sodas for Holiday Meal (\$34), Go-Daddy SSL Renewal (\$80), Zoom for Board Meetings (\$13) & Wilcox-Zinc Coating Used @ STP (\$421)	1,015.35
1	Amazon/Genuine-Hardware	Service Award (\$99), Daily Planners (2) (\$104), Monitors for Warehouse (2) (\$119), iPhone Charger (\$18) & Miscellaneous Office Supplies (\$68)	409.23
2	Arendell, Tony	Exp Reimb: Food for Crew on Leak After Hours	118.74
3	Associated Right of Way Services	Prog Pymt#4: Right of Way Real Estate Services for Gallagher Well #2 (Balance Remaining on Contract \$21,218)	75.00
4	AT&T	January Internet Connection	90.25
5	AT&T	Leased Lines	66.68
6	Bay Area Barricade Service	Sign Braces (8)	270.82
7	Bay Area Air Quality Mgmt Dist	Annual Permit Renewal Fees (Dillon Beach)	356.00
8	Borges & Mahoney	Parts for Chlorine System (STP)	226.43
9	Boucher Law	November Labor & Employment Law Matters	650.00
10	Brown, Janice	Novato "Toilet Rebate" Program	300.00

Seq	Payable To	For	Amount
11	Cart-Away Concrete Systems	1 Yard Concrete Mixer (\$23,816) w/ Chute Assembly	24,871.00
12	Core Utilities	Consumer Services: Dec IT Support (\$6,000), CORE Billing Maintenance (\$500) & Server Upgrade (\$950) (Balance Remaining on Contract \$1,475)	7,450.00
13	Department of Toxic Substance	Hazardous Waste Manifest Fees	150.00
14	Ditch Witch West	Wand Tip ('19 Ditch Witch)	258.14
15	Elterman, Eytan	Novato "Washer Rebate" Program	50.00
16	Environmental Express	Bleach (18) (Lab)	54.58
17	Fink, Michael	Novato "Washer Rebate" Program	50.00
18	Fishman Supply	Safety Gloves (1,600) (\$313), Safety Glasses (3) & Ear Plugs (400) (\$51)	381.46
19	Fisher Scientific	Chlorine (1,000) (\$195), Buffer Solution (\$63), Silver Nitrate & Petri Pads (600) (\$196) (Lab)	473.60
20	Grainger	Plumbing Supplies (STP) (\$65), 'O' Ring, Screw Extractor Set (\$102), Adaptors (8), Chain Saw Blades (3) & Reciprocating Saw Blades (45) (\$266)	496.78
21	Home Depot	Refrigerator for NMWD Apartment	670.88
22	Industrial Vacuum Equipment	Hurricane Vacuum Rental (1 week) (STP)	5,197.50
23	Jordan, Joan	Novato "Toilet Rebate" Program	100.00
24	Lincoln Life	Deferred Compensation 1/15/21	8,225.75
25	McLellan, WK	Misc Paving	20,517.74
26	McMaster-Carr Supply	Abrasion Resistant Water Suction Hose (35')	466.81
27	Nationwide Retirement Solution	Deferred Compensation PPE 1/15/21	920.00
28	Pace Supply	2.5" Clows (4) (\$276), Gaskets (20), Corp Stops (10) (\$319), Pipe (120') (\$1,404) & Couplings (2) (\$170), Clamp (2) (\$682), Nipples (10), Flange (\$141), Double Check Valves (10) (\$1,486), Tapping Sleeve (8' x 4') (\$716) & 3" Bolts (600) (\$829)	6,097.58

Seq	Payable To	For	Amount
29	Peterson Trucks	Parts, Labor to Repair Defective Speedometer & Alignment ('06 Int'l 4300 Crew Truck) (\$4,679) & Service Parts ('15 Int'l Dump Truck) (\$401)	5,080.30
30	Pitto, Russell	Refund Overpayment on Closed Account	122.91
31	Quadient	February Postal Meter Rental	143.09
32	SPG Solar	December Energy Delivered Under Solar Services Agreement	7,708.90
33	SRT Consultants	Prog Pymt#14: Consulting Services to Complete Stafford Lake Sanitary Survey (Balance Remaining on Contract \$6,346)	3,365.00
34	Syar Industries	Sand (25 tons)	981.96
35	USA BlueBook	Tubes (35) (STP)	505.56
36	VWR International	Medium (\$165), Tryptic Soy Broth, Chlorine Standard (\$58), Safety Gloves (\$97), Zinc, Potassium Nitrate (2) (\$110), Iron (2), Tip Macros (500) (\$225), Lithium Standard & Hardness Solution (\$62)	872.07
37	Wood Rodgers	Prog Pymt#1: Provide Engineering & Hydrogeological Services (Balance Remaining on Contract \$29,560)	440.00
TOTAL DISBURSEMENTS			<u>\$362,313.72</u>

The foregoing payroll and accounts payable vouchers totaling \$362,313.72 are hereby approved and authorized for payment.


Auditor-Controller

01/26/2021
Date


General Manager

1/26/2021
Date

January 14, 2021 POINT REYES LIGHT

Notice:

Salinity intrusion into the Point Reyes well supply serving the West Marin communities of Point Reyes, Olema, Inverness Park, and Paradise Ranch Estates has occurred and has caused sodium levels to increase from background levels of 15-30 milligrams per Liter (mg/L). While there is no direct health concern from the salt for most people at this concentration, it does affect the taste. Customers that are on sodium restricted diets should consult their physicians to see if the additional sodium is a concern for them. The table below lists the most recent concentrations for sodium in the West Marin water supply:

Date	Sodium	Chloride	Units
12/15/20	34.7	90.4	mg/L
12/22/20	57.5	141	mg/L
12/29/20	21.4	44.4	mg/L
1/5/21	13.3	16.5	mg/L

*milligrams per liter

Notice:

Salinity intrusion into the Point Reyes well supply serving the West Marin communities of Point Reyes, Olema, Inverness Park, and Paradise Ranch Estates has occurred and has caused sodium levels to increase from background levels of 15-30 milligrams per Liter (mg/L). While there is no direct health concern from the salt for most people at this concentration, it does affect the taste. Customers that are on sodium restricted diets should consult their physicians to see if the additional sodium is a concern for them. The table below lists the most recent concentrations for sodium in the West Marin water supply:

Date	Sodium	Chloride	Units
12/22/20	57.5	141	mg/L
12/29/20	21.4	44.4	mg/L
1/5/21	13.3	16.5	mg/L
1/12/21	21.6	15.2	mg/L

*milligrams per liter

MEMORANDUM

To: Board of Directors
From: Nancy Williamson, Senior Accountant *NW*
Subj: Information – FY21 2nd Quarter Labor Cost Report
t:\acl\word\memo\21\2ns qtr labor cost rpt.doc

January 29, 2021

RECOMMENDED ACTION: Information Only

FINANCIAL IMPACT: None

Total labor cost increased \$139,897 3.4% from the prior fiscal year. Attached in graphical format is a five-year comparative summary of total labor cost (Attachment A), overtime cost (Attachment B) and temporary employee cost (Attachment C) expended during each fiscal year. Also attached is a summary of total labor cost vs. budget (Attachment D), which shows that labor was 15.3% under budget through the end of the second quarter of the fiscal year.

Department	Increase / (Decrease) in Labor Cost vs prior FY	% Change
Administration	\$61,830	6.0%
Engineering	\$22,969	3.5%
Operations/Maint	(\$49,377)	(3.1%)
Construction/Maint	\$104,475	12.6%
Net Increase/(Decrease)	\$139,897	3.4%

Comment on Change from Prior Year

Administration: Labor Cost increased \$61,830, or 6.0%. The Accounting/HR Supervisor position had been vacant since July 24, 2018. A Senior Accountant was promoted to Accounting Supervisor on November 1, 2019 and an HR/Safety Manager was hired on July 20, 2020 and since resigned on December 17, 2020. There were also nine 5% step increases and the 2.7% cost of living adjustment (COLA) effective October 1, of 2019 and 2.0% COLA effective October 1, 2020. The increase was offset by less temporary hours worked.

Engineering: Labor Cost increased \$22,969, or 3.5%. The increase is primarily due the October 2019 and 2020 COLAs, three 5% step increases and more temporary hours worked. The increase was offset by the resignation of the Chief Engineer on February 4, 2020 and that position remaining vacant until October 12, 2020 when an Asst. GM/Chief Engineer was hired and also to the retirement of an Associate Civil Engineer on September 30, 2020 and that position remaining vacant.

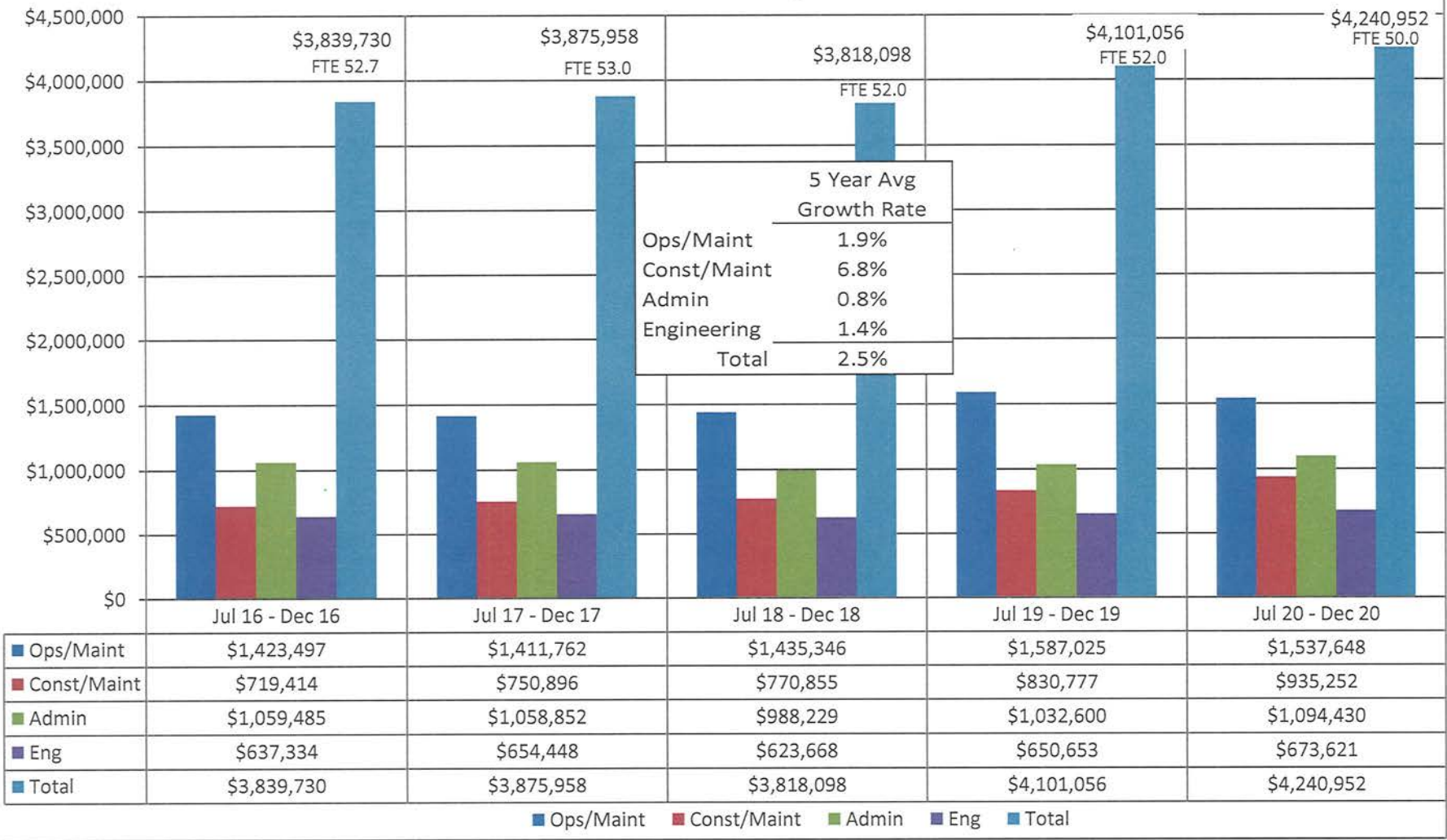
Operations/Maintenance: Labor Cost decreased \$49,377, or 3.1%. The decrease was due a Chemist II position being vacant since February 21, 2020 and to an E/M Technician position being vacant since September 11, 2020. The decrease was offset by eleven 5% step increases and the October 2019 and 2020 COLAs.

Construction/Maintenance: Labor Cost increased \$104,475, or 12.6%. The increase is due to more On Call pay because of an entire crew being on call in order to keep crews separate due to COVID-19 distancing precautions as well as ten 5% step-increases, and the October 2019 and 2020 COLAs.

1/29/21

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Total Labor Cost NMWD Fiscal Year through December 5-Year Comparison



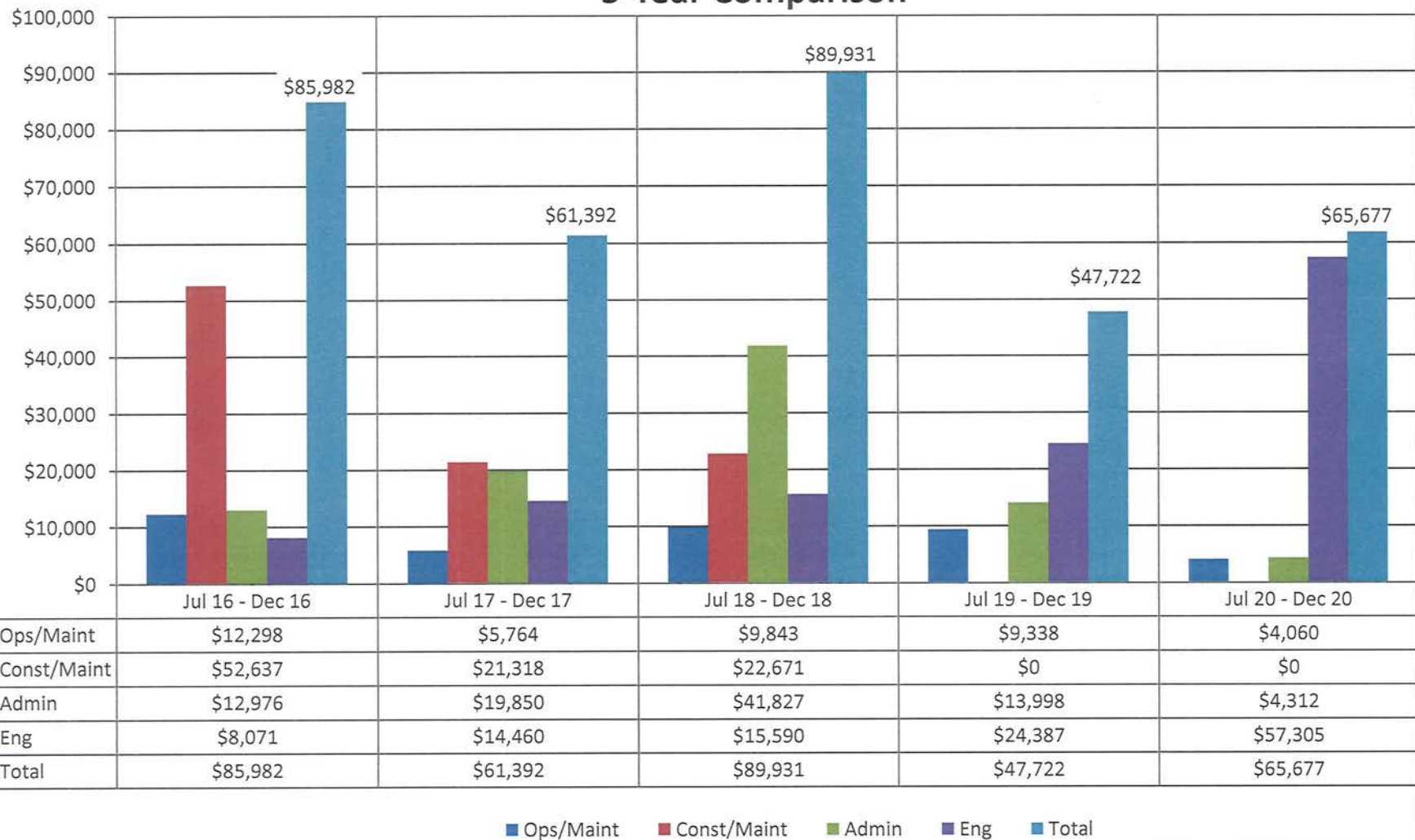
1/29/21

t:\finance\hrs\rt\fy21 2nd qtr labor cost report\ot \$ chart

Overtime Cost NMWD Fiscal Year through December 5-Year Comparison



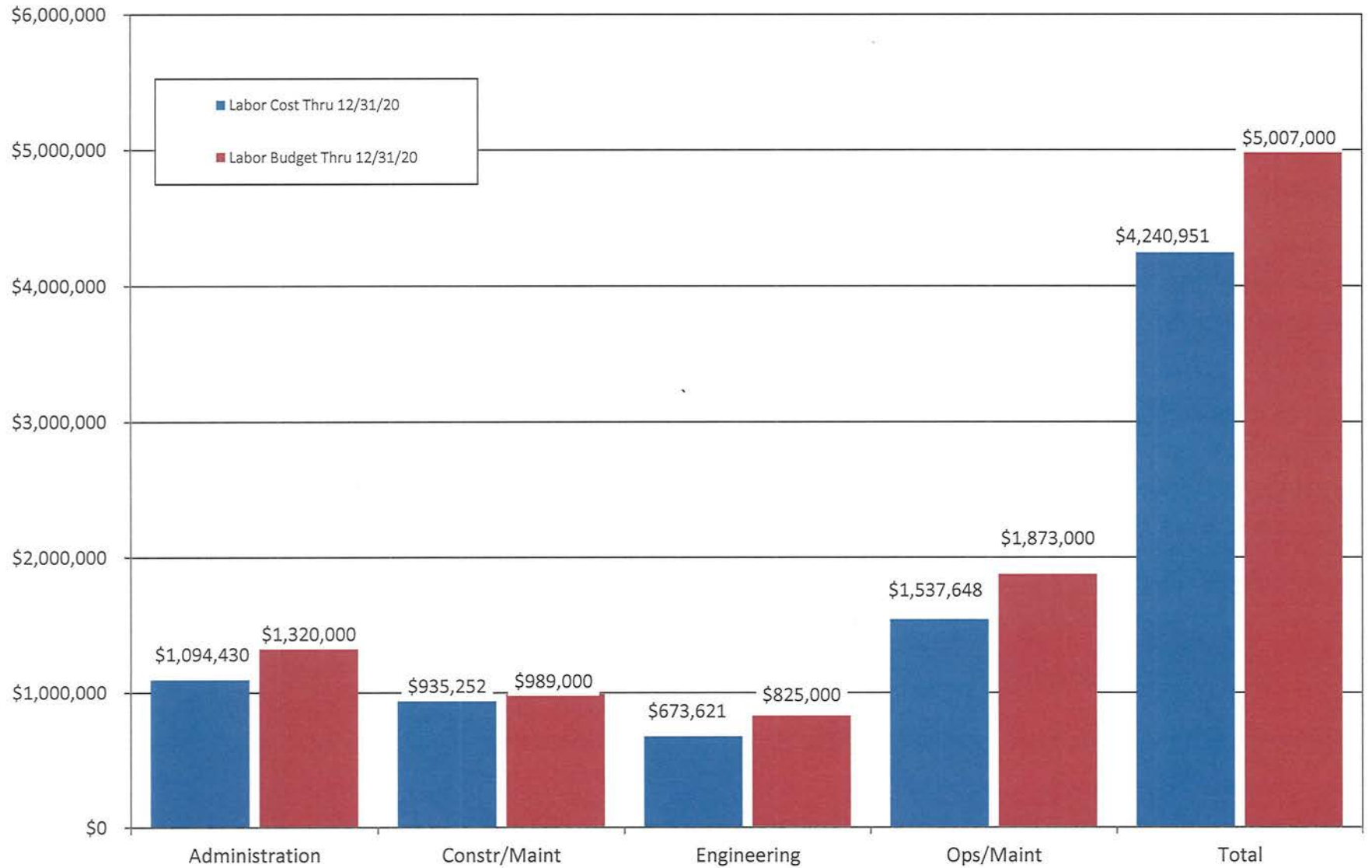
Temporary Employee Cost NMWD Fiscal Year through December 5-Year Comparison



1/29/21

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Total Labor Cost vs. Budget NMWD Fiscal Year through December



MEMORANDUM

To: Board of Directors

January 29, 2021

From: Julie Blue, Auditor-Controller



Subj: Increase in Directors' Compensation

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RECOMMENDED ACTION: None - Information Only

FINANCIAL IMPACT: \$800 Annually

In accordance with Board Policy 13 and Ordinance No. 27 pertaining to Director's Compensation, said compensation amount shall be escalated annually on each January 1st based upon the change in the San Francisco Bay Area Consumer Price Index for the prior 12 month period, but by no greater than 5% per year, pursuant to California Water Code section 20200 et seq. The change in the SF Bay Area CPI in 2020 was 2%. Therefore, effective January 1, 2021, each director shall receive compensation of two hundred and forty-six dollars (\$246) per day ⁽¹⁾ for each day's attendance at meetings of the Board, or for each day's service rendered as a director with prior approval of the Board.

Director's compensation for the five-member Board is budgeted at \$41,000 annually, which includes payroll taxes. A 2% increase will add approximately \$800 in cost to the District annually.

(1) Note: This is a maximum daily limit. If a director attends two meetings in one day the compensation is capped at reimbursement for only one meeting with a maximum of six days reimbursed in a calendar month.

MEMORANDUM

To: Board of Directors

January 29, 2021

From: Lia Solar, Engineering Services Representative *LS*
Tony Williams, Assistant General Manager/Chief Engineer *atw*

Subject: County of Marin Paving Moratorium
r:\chief eng\eng serv replpaving\paving 2020\board memo county 2021.doc

RECOMMENDED ACTION: Information Only

FINANCIAL IMPACT: None

Standard practice by the County of Marin is to adopt a five-year street cut (excavation) prohibition immediately following a street pavement rehabilitation project. These excavation prohibitions, also known as paving moratoriums, can have a negative impact on District customers undergoing major remodels due to the need to upsize water service for fire sprinkling. When we receive paving moratorium updates we first transfer the information to the District's facility maps located at the Engineering Department counter. This allows both staff and customers the opportunity to see the actual areas affected by the moratorium as well at the date in which the moratorium remains in effect.

Annually, the District sends a direct mailing to all those consumers with properties that will be affected by the upcoming paving moratorium. This year we used the parcel database program DataTree that allows properties to be searched by parcel number, street address or owner name. This program also has the capability to print out mailing labels. In doing so we are able to search each street by parcel number, service number and mailing address. In this way we have a quick reference of what was sent out and know that everyone on that street was contacted. For the anticipated 2021 paving moratorium, the District sent 416 notices. The upcoming paving moratorium has an approximate start date as early as May 2021 and will last at least five years.

MEMORANDUM

To: Board of Directors

From: Lia Solar, Engineering Services Representative *RS*
Tony Williams, Assistant General Manager/Chief Engineer *AW*

Subject: City of Novato Paving Moratorium
r:\chief eng\eng serv repl\paving\paving 2020\board memo city 2021.doc

January 29, 2021

RECOMMENDED ACTION: Information Only

FINANCIAL IMPACT: None

Standard practice by the City of Novato is to adopt a five-year street cut (excavation) prohibition immediately following a street pavement rehabilitation project as outlined in the Novato Municipal Code Chapter XV, Section 15-2.54. These excavation prohibitions, also known as paving moratoriums, can have a negative impact on District customers undergoing major remodels due to the need to upsize water service to meet fire sprinkling requirements. This information is made available from the City of Novato's website and also by mail (via public notice). When the District receives paving moratorium updates, we first transfer the information to the District's facility maps located at the Engineering Department counter. This allows both staff and customers the opportunity to see the actual areas affected by the moratorium as well as the dates the moratorium remains in effect.

Annually, the District sends a direct mailing to all those consumers with properties that will be affected by the upcoming paving moratorium. This year the District utilized a new parcel database program Data Tree that allows properties to be searched by parcel number, street address or owner name. This program also has the capability to print out mailing labels. The District is able to search each street on the paving listing, and print it by service number and mailing address. This provides a concise reference of what was mailed to our customers. For the anticipated 2021 paving moratorium, the District sent 134 notices. The upcoming paving moratorium has an approximate start date of June 2021 and will last at least five years.



Media Release

Survey results show COVID-19 financial impact on water systems, customers

Jan. 19, 2021

Contact: Blair Robertson
Blair.robertson@waterboards.ca.gov

SACRAMENTO – Public water systems throughout California are facing heightened financial challenges during the COVID-19 pandemic, as about 1.6 million residential water customers, or 12% of all households, have been unable to pay their bills, according to the State Water Resources Control Board’s comprehensive survey.

The results of the survey were presented to the Board at its meeting today and are available to the public [online](#). The survey requested information from a statistically significant sample of 510 small- to medium-sized water systems (fewer than 10,000 service connections) and 150 large systems (more than 10,000 service connections). The water systems sampled provide service to 70% of Californians, or 28 million people. The data received from these systems were used to estimate statewide impacts and offer the first detailed assessment of the pandemic’s impact on California water systems and their customers, revealing that many households were carrying an average of \$500 in water debt by the end of October 2020.

“For nearly a year, the COVID-19 pandemic has made it difficult for many people to pay their bills due to job loss and other hardships. The findings in our survey give us the first clear picture of the impacts on Californians and our community water systems,” said E. Joaquin Esquivel, chair of the State Water Board. “Results of this survey are critical data points to inform state and federal policymakers as we consider additional relief options for water systems and community members.”

Even before COVID-19, many smaller water systems were struggling with financial and operational challenges, which are now being exacerbated by prolonged revenue losses. The survey results indicate that up to 25 small- to medium-sized water systems are at extreme risk and may need financial assistance before April, based on three self-reported items: number of months until financial assistance may be needed, cash on hand, and revenue-to-expense ratio. Many other water systems have deferred capital investments and maintenance projects, making them more vulnerable to future shocks. The Board will support these water systems to identify and obtain assistance, in coordination with state and federal agencies.

Many low-income Californians face high levels of water bill debt, with over 155,000 households owing over \$1,000. High debt levels are concentrated in ZIP codes with lower household incomes and higher proportions of Black and Latinx residents. The top-10 ZIP codes with the highest levels of water debt are in Los Angeles, Santa Maria, Rancho Cordova, Colton, Bell Gardens, Norwalk, and Cypress. The water-debt crisis issue is most acute in Southern California,



CALIFORNIA ENVIRONMENTAL PROTECTION AGENCY
STATE WATER RESOURCES CONTROL BOARD
1001 I Street, Sacramento, CA 95814 • Mailing Address: P.O. Box 100, Sacramento, CA 95812-0100 • www.waterboards.ca.gov



particularly in Los Angeles. Not all ZIP codes were included in the survey, so the Water Board projects more with high debt.

“We are going to do everything in our power to get emergency assistance to any water systems that think they are in danger of not being able to maintain service. We are also encouraging water systems that were not part of the survey to contact us right away if they are facing financial challenges related to COVID,” said Darrin Polhemus, deputy director of the State Water Board’s Division of Drinking Water.

The survey data indicate that total household debt statewide is currently \$1 billion. Since some water systems also collect payment for wastewater, stormwater and energy on their water bills, the State Water Board estimates \$600 million of that debt is specifically for drinking water. The water systems sampled provide service to 70% of Californians (28 million people). The response rate was high: 84% (428) of small/medium and 87% (131) of large systems contacted by the State Water Board responded to the survey.

To protect all households’ access to water during the COVID-19 pandemic, the Governor’s April 2, 2020 [Executive Order](#) prevents water service shut offs for non-payment and continues for the duration of the emergency.

The State Water Board is in the second year of a 10-year plan to address out-of-compliance systems using a range of solutions through its Safe and Affordable Fund for Equity and Resilience (SAFER) program. This new data will better inform those efforts, but it also highlights that there will likely be even more demand on the limited resources allocated to help systems that already were at risk pre-COVID. The State Water Board will be exploring all avenues to help systems and households recover from the impacts of this pandemic.

###

Three-Month Outlooks

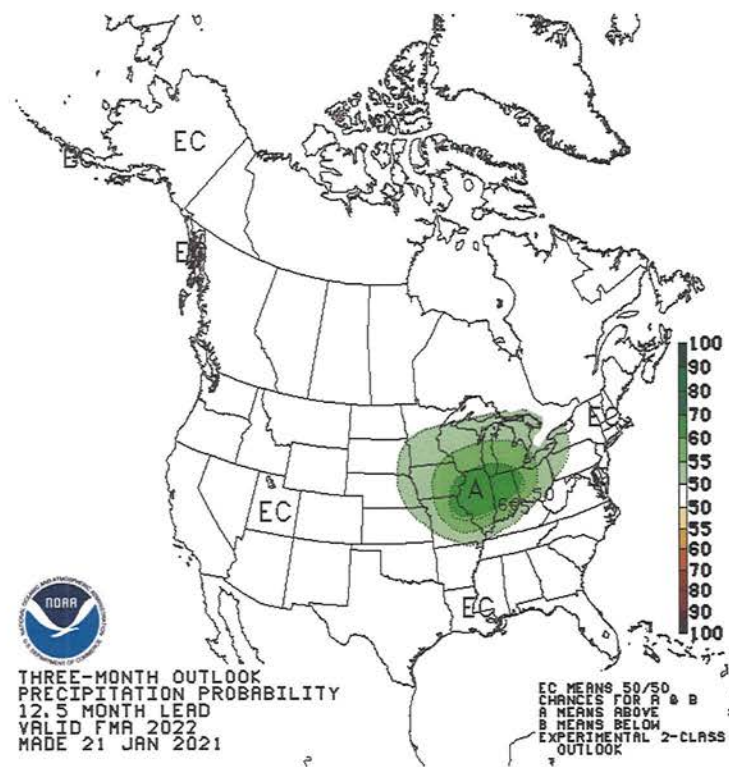
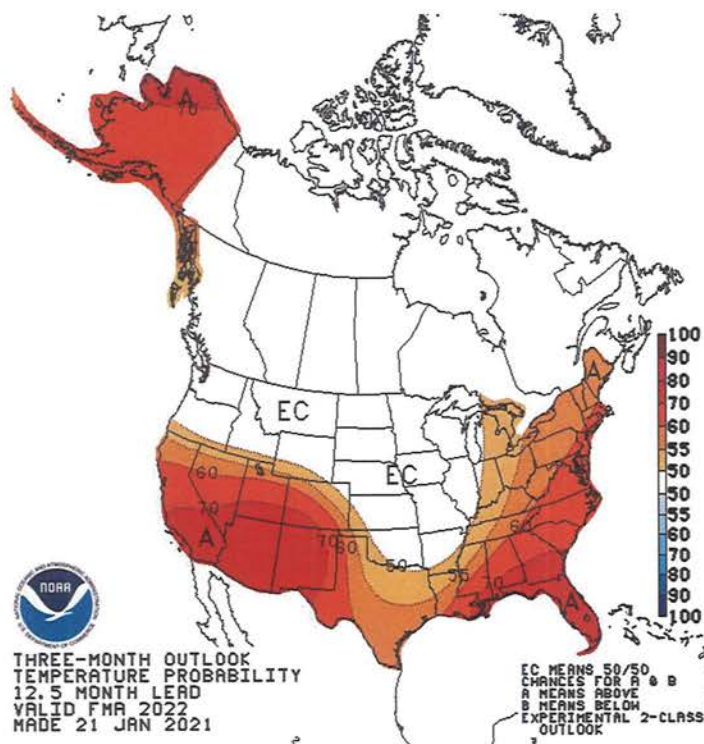
Revised OFFICIAL Forecasts

January 2021

Precipitation Probability

(Feb-Mar-Apr_ 2021/22)

https://www.cpc.ncep.noaa.gov/products/predictions/long_range/two_class.php



[UPDATED MONTHLY FORECASTS SERVICE CHANGE NOTICE]
[EXPERIMENTAL TWO-CLASS SEASONAL FORECASTS]

McGuire is on track with housing bill

Editorial

Marin Independent Journal

Sacramento has been busy eroding municipalities' local control over land-use planning in its drive to meet Californians' need for housing.

The disconnect in Sacramento's one-size-fits-all approach is that many areas, Marin among them, need affordable housing. Building more subdivisions or apartment towers filled with market- rate housing is missing the mark around here.

It's unlikely that building more units is going to lead to more affordable real estate prices.

State Sen. Mike McGuire, who represents Marin, appears to have figured that out.

While there is plenty of antihousing sentiment in Marin politics where neighbors prefer saving land as open space rather than building housing on it, a significant hurdle to affordable housing is the cost of local acreage and governmental fees.

McGuire is advancing legislation that would put a statewide bond measure on the ballot to provide state funding for building affordable housing.

The cost of property in Marin is not a new hurdle, but it wasn't that long ago that larger municipalities such as Novato and San Rafael were able to use redevelopment funding as a financial foundation to help foster the construction of housing within reach of local workers.

State law required that local redevelopment agencies steer 20% of their revenue toward that goal.

Just as the state was ramping up pressure on local municipalities to build that housing, it also dismantled local redevelopment agencies to help solve its budget crisis.

Lawmakers have been busy trying to make it easier to win local approvals needed to build housing. Their laws have done little to help make sure that new development is in the right location, at the right size and is the right design for a site or neighborhood.

They don't seem to care where it is, what it looks like or what possible problems (such as parking) neighbors will have to live with. Those are not their problems. They don't have to live with them.

McGuire, a former Healdsburg councilman, is taking a more responsible approach.

He is well aware that the cost of real estate is a major factor in those issues. If the state can help underwrite that front-end cost, not only of the land, but hefty pre-development fees levied by municipalities and public utility agencies, then projects become doable.

There's no question that California needs more housing opportunities. There's also no question that while the state has long established fair-share quotas for local municipalities, there has been little impetus to meet those numbers.

Meanwhile, land prices and construction costs have risen. So, has the need. There's also no question that the lack of affordable housing raises valid questions of social and racial equity that need to be addressed.

The bond measure that McGuire envisions is both timely, but also a tool local municipalities can use to help foster good development — the right answers to the right challenges.

Instead of undermining local control, Sacramento should be supporting local government's efforts to get affordable housing built.

It is too early to endorse the measure. Who knows what Sacramento lawmakers will bury in the legislation?

But right now, McGuire is on the right track.

There's no question that California needs more housing opportunities. There's also no question that while the state has long established fair-share quotas for local municipalities, there has been little impetus to meet those numbers.

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Monday, 01/18/2021 Page .A09

Sonoma County flirts with drought as reservoirs recede in water-poor winter

Weather forecasters blame La Niña; firefighters see new evidence wildfire season never ends

GUY KOVNER

THE PRESS DEMOCRAT

January 16, 2021, 4:28PM



About a mile of bare, cracked earth now lies like a desertscape between the boat ramp at the north end of Lake Mendocino and the water's edge of a diminished reservoir that helps provide water for 600,000 Sonoma and Marin County residents.

The human-made lake near Ukiah is about 30 feet lower than it was at this time last year, and Nick Malasavage, an Army Corps of Engineers official who oversees operations at the reservoir, said the scene is "pretty jarring."



Yorty Creek on the east side of Lake Sonoma is difficult to navigate as water levels continue to drop, Friday, Jan. 15, 2021. During an average year, the trees would be completely submerged. (Kent Porter / The Press Democrat) 2021

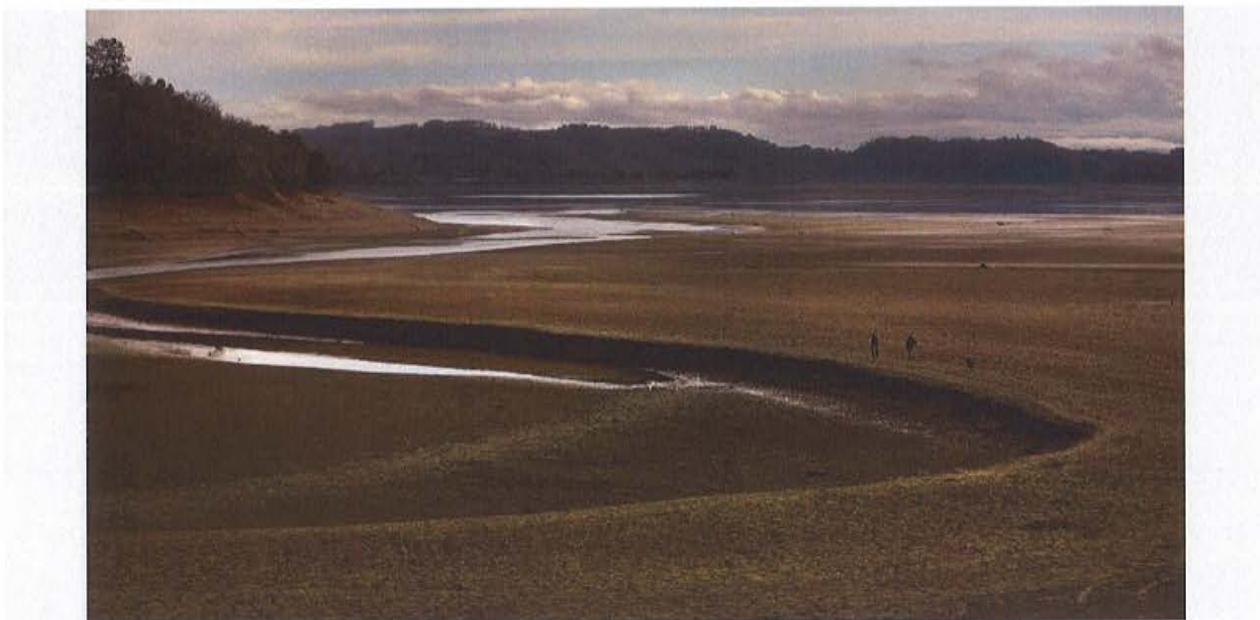
Some 40 miles to the south, skeletal drowned trees protrude from the water at the upper end of the Yorty Creek arm of Lake Sonoma, the cornerstone of the Russian River water system. The lake is about 25 feet lower than last year.

And while the county's bucolic hills are green from rain, cattle ranchers, dairy operators and wine grape growers say too little has fallen to sustain their crops and livestock.

Farm reservoirs are low from lack of storm runoff, and some are nearly empty, like the pond at a Korbel Winery vineyard near Guerneville meant to provide water for frost protection and irrigation.

Sonoma County and the surrounding region are flirting with drought in the midst of a water-poor winter attributed to a La Niña weather pattern that threatens the county's \$1 billion farming sector and could fuel more catastrophic fire conditions later this year.

"If we don't get average rainfall for the next two months we could be in a critically dry year," said Grant Davis, head of Sonoma Water, the agency that provides water to most of Sonoma County and northern Marin.



The Russian River flows into the north end of receding Lake Mendocino, exposing the bottom of the reservoir, Wednesday, Jan. 13, 2020. (Kent Porter / The Press Democrat) 2021



During a normal winter, water would be coursing over the spillway as Korbel's John Bidia inspects a nearly dry irrigation and frost protection reservoir at a Korbel vineyard in Guerneville, Thursday, Jan. 14, 2021. (Kent Porter / The Press Democrat) 2021

Even that makeup rainfall might not suffice in a year that has delivered just 5.77 inches of precipitation in Santa Rosa since Oct. 1, nearly a foot shy of the 17.5-inch average by this time of the official rain year. The 12-month historical average for the city is over 36 inches.

Petaluma Municipal Airport, at the dry southern end of the county, has just 3.25 inches of rain so far and needs 23.4 inches to reach average by the Sept. 30 end of the rain year, according to the Western Region Climate Center, a federally funded agency.

The likelihood of closing that rain deficit is less than 9%, the center said.

The 19 cities and communities listed on The Press Democrat's weather page all have less than 10 inches of rain to date and for many it is less than half of last year's precipitation.



Rancher Joe Pozzi supplements his Angus cattle stock with alfalfa, on leased land in Coleman Valley in December 2020. Meager winter rains have slowed the growth of pasture grass. (Kent Porter / The Press Democrat) 2021

Venado, the remote place in the mountains 10 miles west of Healdsburg that is heralded as the county's soggiest spot and known for 100-inch rain years, has had a mere 12.36 inches since Oct. 1.

While the two reservoirs are rain-deprived — Lake Sonoma at 65% of targeted capacity and Lake Mendocino at 40% — Davis said the water agency would have enough supplies this year for its North Bay customers.

Lake Sonoma, the 2,700-acre reservoir created by the construction of Warm Springs Dam in 1983, can hold a three-year water supply. Lake Mendocino, created behind Coyote Valley Dam in 1958, is about one-third as large and depends more on yearly replenishment from nature.



Liam, 11, and Cameron Earsley, 7, upright a buoy marker on the dry lakebed at the north end of Lake Mendocino in December 2020. (Kent Porter / The Press Democrat) 2021

Lake Mendocino is fed by rainfall in the upper Russian River watershed that is measured at Ukiah, where rainfall in 2020 was 11.32 inches — 31% of normal and second lowest since 1893. The lowest mark was 7.6 inches in 2013, at the outset of a historic statewide drought that sapped supplies and forced conservation measures.

To preserve water in Lake Mendocino, Sonoma Water this month has asked state water regulators for temporary permission to cut releases by half or more under certain conditions this year.

Firefighters, too, are on edge, with meteorologists warning that the unusually warm and windy weather could spark wildfires. Despite the danger, the weather service was not anticipating issuing a red flag warning or fire weather watch.

Closer to home, Cal Fire Division Chief Ben Nicholls said he's worried by a forecast for dry offshore winds, blowing from east to west and gusting from 20 to 45 mph on Sunday through Tuesday, compounded by sunny days in the low 70s Sunday and Monday.

The warm, dry spell will create "elevated fire conditions," he said, calling it added evidence that California's wildfire season "is truly year-round."

While global warming, among other factors, is cited for California's increasingly frequent and fearsome wildfires, meteorologists point to La Niña — a phenomenon characterized by unusually cold water temperatures in the tropical Pacific Ocean — as the force behind the arid winter.

"It's what we would expect from a moderate La Niña system," said Max Gawryla, a meteorologist with AccuWeather, a private company that provides forecasts for The Press Democrat's weather page.

Storm fronts from the Gulf of Alaska are being shunted to the north by a ridge of high pressure shielding the Bay Area and diverting the rain to the Pacific Northwest and the Rocky Mountains, he said.

"Let's call it the Great Bay Area Wall," said Brian Garcia of the National Weather Service office in Monterey, noting that rain is falling aplenty from Humboldt County northward.

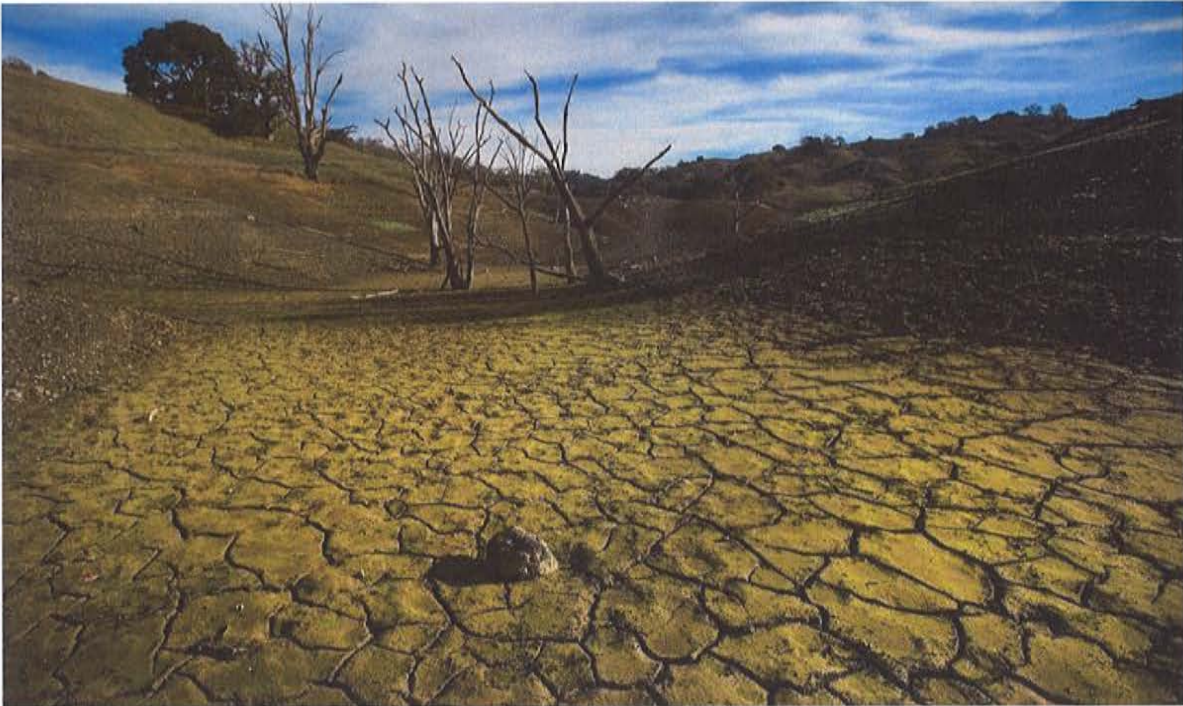


Dusk falls as visitors to Lake Mendocino navigate the receding water line of the reservoir at dusk, using cell phone flashlights to find the trail to the south end parking lot in December 2020. (Kent Porter / The Press Democrat) 2021

Sonoma County's coastal mountains also form a barrier that is "eating up the rain," reducing precipitation from about 50% of average to 30%, he said.

The shortfall is affecting agriculture, including the county's two largest commodities — wine and milk — and even curbing wastewater flow to Santa Rosa's treatment plant.

Joe Pozzi, a Valley Ford cattle and sheep rancher, said farm ponds are falling and natural springs, like the ones he relies on for water, are drying up. The biggest problem, however, is stunted growth of grass in livestock pastures.



Moss grows on an exposed inlet in Yorty Creek on the east side of Lake Sonoma as water levels continue to drop, Friday, Jan. 15, 2021. During an average year, the trees would be completely submerged. (Kent Porter / The Press Democrat) 2021

Without rain, ranchers are forced to deplete their stocks of dry hay, buy more feed or — as a last resort — downsize their herd.

"We're not there yet," said Pozzi, who's been ranching since 1984.

"No matter how much dry hay you put out, the animals don't do as well as they would on grass," he said.

"It's starting to get a little scary," said Doug Beretta, who runs the Santa Rosa-area dairy founded by his grandfather in 1948.

If the dry spell continues, Beretta said he might have to start buying hay, and worries about whether the supply from California, Oregon and Nevada will be sufficient in a county with 56 licensed cow dairies.



The Lake Pillsbury elk herd grazes on winter grasses on the drought exposed lakebed, Thursday, Jan. 14, 2021.
(Kent Porter / The Press Democrat) 2021

There are 47 certified organic dairies, including Beretta's, that face an added concern over federal regulations mandating that every animal over six months old must spend at least 120 days in pastures receiving 30% of their feed.

Dairies that can't meet the standard might have to shrink their herd or apply for a variance from the rule.

Some dairies are trucking in water to sustain their cows, which can drink a third of their body weight — 40 to 50 gallons of water — a day.

Beretta also is one of the 63 farm operators who obtain recycled wastewater from Santa Rosa's treatment plant on Llano Road. That water can legally be consumed by animals not producing milk.

But the rain-stingy season has also reduced water flowing into the treatment plant and the amount of recycled water stored in ponds at the facility, said Jennifer Burke, director of Santa Rosa Water.

There are usually 600 million gallons in storage this time of year, but there are now only 400 million gallons and the gap is likely to grow as storage capacity under normal weather conditions increases into spring, she said.



Squaw Valley Creek flows under boat slips near Pine Point campground, Thursday, Jan. 14, 2021 on the partially dry Lake Pillsbury lakebed. (Kent Porter / The Press Democrat) 2021

Without sufficient rainfall there may be “very little recycled water available” this year for agricultural users, Burke said.

Santa Rosa pipes 4.6 billion gallons of treated wastewater to geothermal power plants at The Geysers and stores the rest.

Grapevines are dormant during winter, immune to the dry conditions for now, said John Bidia, director of vineyards operations at Korbel Winery.

But the lack of rain is failing to replenish soil moisture and could impact the grape growing season, he said.

When the vines start waking up in March they may need water for frost protection, said Bidia, who is in his 41st year with Korbel.

Two of Korbel’s seven vineyards store water in ponds; one is about 30% full and the other essentially empty with the water level below the outlet pipe.

Sonoma County’s dairy industry dates back to the 19th century and milk was the top commodity until it was surpassed by grapes in 1987.



A growing shoreline at Lake Sonoma, Friday, Jan. 15, 2021 underlines the lack of rainfall this winter. (Kent Porter / The Press Democrat) 2021



Children's sunglasses, most likely dropped from a boat during high water flows along Yorty Creek at Lake Sonoma, Friday, Jan. 15, 2021. (Kent Porter / The Press Democrat) 2021

The county's 2018 crop report, the latest one published, valued agriculture at \$1.1 billion with wine grapes at nearly \$778 million and milk at \$141 million.

It's unclear whether the county is entering a drought, since there are two weeks remaining in January, which averages 7.05 inches of rain, along with February (6.63 inches) and March (4.98 inches).



An inlet of Yorty Creek on the east side of Lake Sonoma is difficult to navigate as water levels continue to drop, Friday, Jan. 15, 2021. During an average year, the trees would be completely submerged. (Kent Porter / The Press Democrat) 2021

"That's the question everybody is asking," said Davis, the water agency head.

The U.S. Drought Monitor placed more than 95% of California in one of four stages of drought last week. Nearly all of Sonoma County was in severe drought, while Napa and Lake counties were a level higher in extreme drought and Mendocino County was about evenly divided between the two levels.

A year ago, none of the state was in a drought condition.

Ultimately, it is up to the Gov. Gavin Newsom and the Department of Water Resources to declare a drought, Davis said.

But there could be a break in the dry spell the weekend of Jan. 23 and 24, when AccuWeather, which does long-range forecasting, said the North Bay could get a half-inch to an inch of rain, followed by another 2 to 3 inches in the last week of the month.

"That would be huge. This could change overnight," Pozzi said.

"We could make up a lot," Beretta said



Korbel's John Bidia inspects a nearly dry irrigation and frost protection pond at a Korbel vineyard in Guerneville, Thursday, Jan. 14, 2021. (Kent Porter / The Press Democrat) 2021

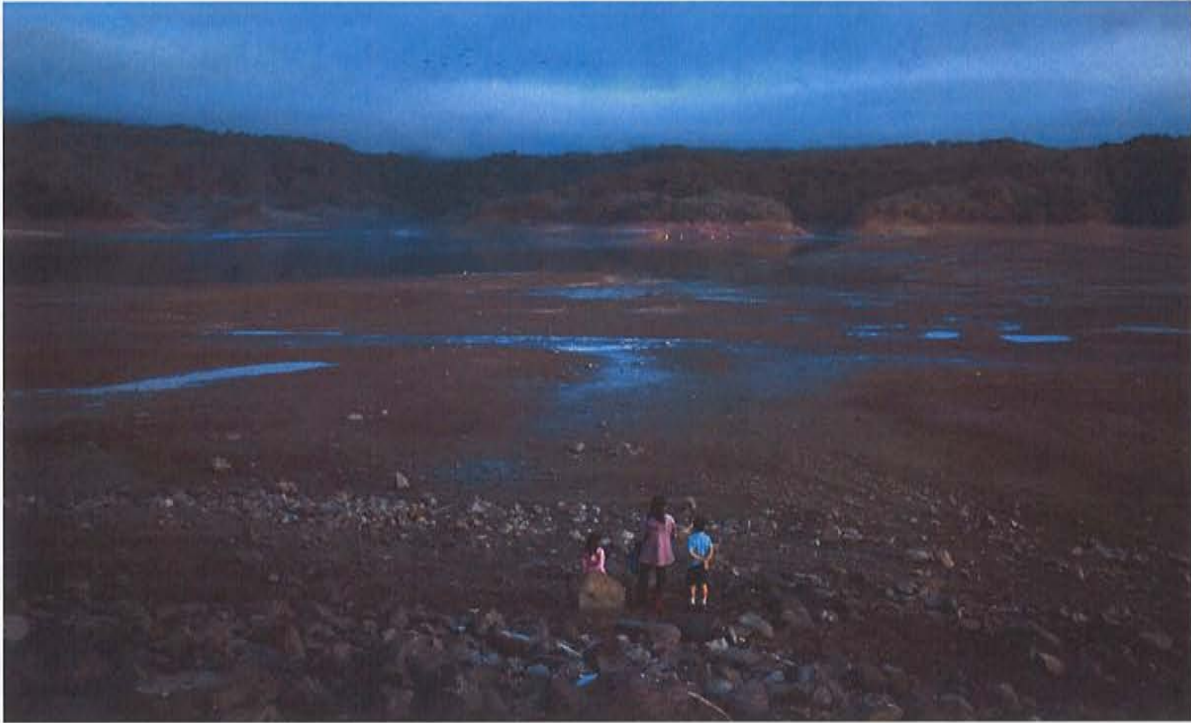


Yorty Creek on the east side of Lake Sonoma is difficult to navigate as water levels continue to drop, Friday, Jan. 15, 2021. During an average year, the trees would be completely submerged. (Kent Porter / The Press Democrat) 2021

La Niña should fade in spring, offering the prospect of relief, meteorologist Garcia said.

But as much as the region needs rain, it could prove harmful if a downpour triggered debris flows over the region's massive wildfire burn scars, he said.

"What we need is Goldilocks rain: not too little, not too much," Garcia said.



The south end of Lake Mendocino shows the effects of paltry rain totals this winter as the reservoir near Ukiah continues to recede, Wednesday, Jan. 13, 2021. (Kent Porter / The Press Democrat) 2021

There is also the possibility of a "March miracle" delivering enough precipitation to terminate a drought in one prolonged storm, but also bringing the threat of flooding.

In early March 2016, near what would be the end of California's worst drought on record, a heavy storm, known as an atmospheric river, pumped both Lake Sonoma and Lake Mendocino up to more than 100% of capacity, leaving both the fullest they had been at that time of the year since 2012. It also stopped in time to avert flooding.

March miracles can be the stuff of dreams, said Brad Sherwood, a Sonoma Water spokesman. "They happen once in a while and when they do we dance with joy."

You can reach Staff Writer Guy Kovner at 707-521-5457 or guy.kovner@pressdemocrat.com. On Twitter @guykovner.

Pension system outlook lowered

THE COUNTY

Marin Independent Journal

Employees, agencies will face higher costs

By Richard Halstead

rhalstead@marinij.com

Nine public entities and their employees in Marin County will have to contribute more to their pension fund starting July 1.

The Marin County Employees Retirement Association's board voted 8-1 this month to accept a set of economic and demographic assumptions that will determine how much members and their employees will have to pay into the system.

Chief among these assumptions is the annual rate of return. A majority of the board voted to cut the retirement fund's assumed return from 7% to 6.75%, as recommended by consulting actuary Graham Schmidt.

Other key assumptions include the inflation rate, the longevity of the fund's retirees and the rate at which employees are retiring.

If the fund earns a lower return, then both employers and employees, who share the cost of paying for pensions, have to pay more. The Marin association reviews its assumptions every three years. The assumed rate of return was last cut in 2017, from 7.25% to 7%.

The retirement association includes Marin County, the city of San Rafael, the Novato Fire Protection District, Marin County Superior Court, the Marin City Community Services District, the Southern Marin Fire Protection District, the Marin Local Agency Formation Commission, the Marin/Sonoma Mosquito and Vector Control District and the Tamalpais Community Services District.

As a result of the assumptions approved by the board, the cost to Marin County and its employees will increase 1.29%. The cost to the city of San Rafael and its employees will go up 0.56%, and the cost to the Novato fire district and its employees will increase 1.31%.

The exact dollar cost to each of these groups won't be known until the board meets on Feb. 10 and receives an update on their share of the fund's unfunded liability, which enters into the calculation.

Jeff Wickman, administrator of the Marin County Employees Retirement Association, said the key demographic change was a decision to reduce the longevity assumption for retirees.

“We had changed this assumption a couple of years ago because we saw there were mortality improvements,” Wickman said. “People were living longer.”

However, when the actuary looked at the latest data, including recent studies done by the California Public Employees Retirement System, it was evident that retirees weren’t living as long as projected, and this was before the coronavirus pandemic began, Wickman said.

“The adoption of that change had the impact of reducing the cost of the plan,” he said.

Joe Valenti, the Novato fire district’s finance director, said, “I estimate our annual pension cost increase would be less than half of my initial estimate, or about \$100,000 each year over the next three years.”

Nadine Hade, San Rafael’s finance director, said the city expects pension costs to increase between \$102,000 and \$195,000 a year.

“Although the decrease in the economic assumption resulted in an increase

to the city’s pension cost, some of this was offset by the favorable demographic assumptions,” Hade said.

Bret Uppendahl, the county’s budget manager, said the new assumptions will result in a net increase to the county’s required contributions of approximately \$2 million next year. Uppendahl estimated that when the changes are fully phased in by fiscal 2023-24, the increase will amount to about \$3.5 million.

“Although the reduced earnings assumption will increase costs for the county and our employees, we feel that the decision was made with the best long-term interests in mind,” Uppendahl said.

Retirement board member Steve Block, who cast the dissenting vote, wanted to reduce the price inflation assumption further. The assumption approved by the board was measured by the consumer price index of 2.5%.

Block, who also serves on the Belvedere City Council, said he favored 2.25%. That would have required association members and their employees to contribute even more to the fund. Contacted after the meeting, Block declined to elaborate on his thinking.

Pension hawks have long advocated for cutting the fund’s assumed rate of return, which they say is overly optimistic.

Richard Tait, a spokesman for the Marin organization Citizens for Sustainable Pension Plans, said it recommended an earnings assumption no higher than 6.75% three years ago. Tait believes now the rate should be set at 6%.

“But with the stock market doing well,” Tait said, “the higher percentage prevailed.”

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Monday, 01/25/2021 Page .A01

POINT REYES LIGHT

Inverness scopes tax for fire, drought preparedness

By Anna Guth
01/20/2021

The smoke from the Woodward Fire was still lingering in the air when a group of Inverness residents decided that the village's immediate needs related to wildfire prevention and water storage would require a new funding source. In a survey launched this month, residents are weighing in on whether they would support a new parcel tax that the Inverness Association hopes to sponsor.

"The biggest driver of this is climate change," said Jerry Meral, who sits on the association's board and had the idea for the tax. "Look, we have had almost no rain halfway through January, and that's true throughout the whole Pacific Southwest, it's not just Inverness. And so I think we need to be ready—to be ready with our water supply and to fight the fires we all know are getting more and more frequent. Now whether the Inverness voters share that view, I guess we will find out."

The Inverness Foundation, which shares a board with the association, is spearheading the initiative and wrote the survey. It outlines five possible projects that would make use of a new batch of funds, including a handful that would improve Inverness Public Utility District infrastructure to mitigate the impacts of drought. Another proposed project is to cover a third of the estimated cost of fuel control and ecological restoration on the federal and state lands immediately adjacent to Inverness, including in the Tomales Bay State Park and the Point Reyes National Seashore.

Should Inverness residents show support for the idea, a ballot measure could appear as early as August. The survey proposes two options for a parcel tax, with some exclusions for low-income residents. The first option, which would cost 20 cents per square foot and last for a decade, would mean the owner of a 1,700-square-foot house would pay \$340 a year. The second, which would exact 30 cents per square foot for the same duration, would cost the same homeowner \$510 per year.

The funds for water-related projects and some fire projects would go to the utility district, which manages the village's water system and volunteer fire department with a budget of \$1 million.

In its survey, the Inverness Foundation lists creating an additional 100,000 gallons of water storage as a priority. IPUD, which pulls water from the streams and creeks that run down from the Inverness Ridge, has been hit hard by the current drought. The district has minimal storage capacity, turning over all the water in its existing storage tanks every three days.

After experiencing the driest year in its 40 years of water management, the district declared a water shortage emergency last summer. It has since rolled back some of the conservation measures after seeing a reduction in use and receiving some rain, but rainfall since last July is still only 38 percent of normal.

The proposed additional 100,000 gallons in storage would amount to a 25 percent increase over IPUD's current capacity. Wade Holland, the district's customer services manager, said ideally Inverness should have a water storage

capacity of a million gallons—far larger than its existing 440,000-gallon capacity.

The Inverness Foundation also hopes the parcel tax could fund a new leak detection program and the replacement of leaking and aging infrastructure. The district currently estimates that around 15 to 20 percent of its water is lost in part due to tank and distribution system leaks, Mr. Holland said.

There are 10 tanks in the system: Half are redwood, and they leak, and the other half are newer steel tanks. IPUD is in the process of replacing the two key tanks in the system with steel, with help from a state grant.

The distribution system is also a mix of old and new. In the last four decades, IPUD has upgraded and replaced 60 percent of the system with PVC pipe; the rest was built with asbestos concrete before 1980.

IPUD board members will discuss their opinions on the idea of a parcel tax on Feb. 24.

The fourth project the parcel tax would target is the removal of dead and hazardous trees throughout Inverness. And lastly, the parcel tax proposes to cover a third of the estimated cost of fuel control and ecological restoration on the state and federal lands adjacent to Inverness.

Kathy Hartzel, the board president of the Inverness Foundation, said new county wildfire initiatives—such as the Marin Wildfire Prevention Authority, funded by Measure C—were promising, but it wasn't enough. "The concept [for the parcel tax came up] because of the brutal truth that the funds for the needed fire protection measures—be they fuel reduction or work on an evacuation route or expanding water capacity or any number of things that fall into those categories—are not going to be coming down the pike to us in all likelihood through some of the measures providing funding," she said.

Marin County Fire recently allocated some of its Measure C monies to reestablish an overgrown fuel break that runs along the boundary between Seahaven and Tomales Bay State Park, but only committed to tackling roughly a third of the footprint. The hope is that having a source of local funds would help move projects such as the break higher up on priority lists for state and federal land managers.

For Seahaven homeowner Gray Brechin, a historical geographer, completing the fuel break is essential. Mr. Brechin favors the higher, 30-cent parcel tax option.

"In the short term, the fuel break must be completed from Tomales Bay to Sir Frances Drake before the next fire season," he wrote to the Light. "If that means the community pooling capital to complete the work and waivers granted for it, so be it, because the need is urgent. In the longer term, Inverness needs a comprehensive plan to build and maintain the kind of fire levees that could be a model for the rest of the state. To do less risks losing everything we love about this place, including our lives."

According to the survey, the 30-cent parcel tax would be able to cover the entirety, versus just a third, of the estimated funds for fuel control and ecological restoration on the lands adjacent to Inverness.

Inverness resident Francine Allen is uncertain whether the tax is the right solution. She understands the financial burden for homeowners, and said that more information would help her make up her mind.

"How did the [Inverness Foundation] come to this figure for a 10-year parcel tax? Is there a budget for how IPUD would spend this money? How are the priorities determined? Where is the oversight?" Ms. Allen asked.

The foundation plans to publicize the results of the survey.

Fireman's Fund site sold; housing, businesses likely

NOVATO

Buildings will be replaced at long-vacant 63-acre campus

Marin Independent Journal

By Will Houston

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The former Fireman's Fund campus in Novato — Marin County's largest non-retail commercial property — has new owners who plan to redevelop the long-vacant site.

The San Francisco-based Bay West Development company and the Colorado-based Forum Investment Group closed the deal on the 63-acre campus this week as part of a joint venture. Bay West Development founder Bill Poland said it's likely the three large office buildings on the property will be torn down to make way for a mix of housing, neighborhood retail and community gathering spaces.

"I'm super familiar with the site and it's so unique," said Poland, a 40-year Marin resident who has served on the Ross town council and sits on the Buck Institute for Research on Aging's board of trustees.

"It seemed to me that the stars are aligned in certain ways for us to create a very special community on the site that will gel with the city of Novato. It's an incredibly attractive site for what could be, and there is going to be a long process here to get feedback from all the various groups and really have a great learning session along the way."

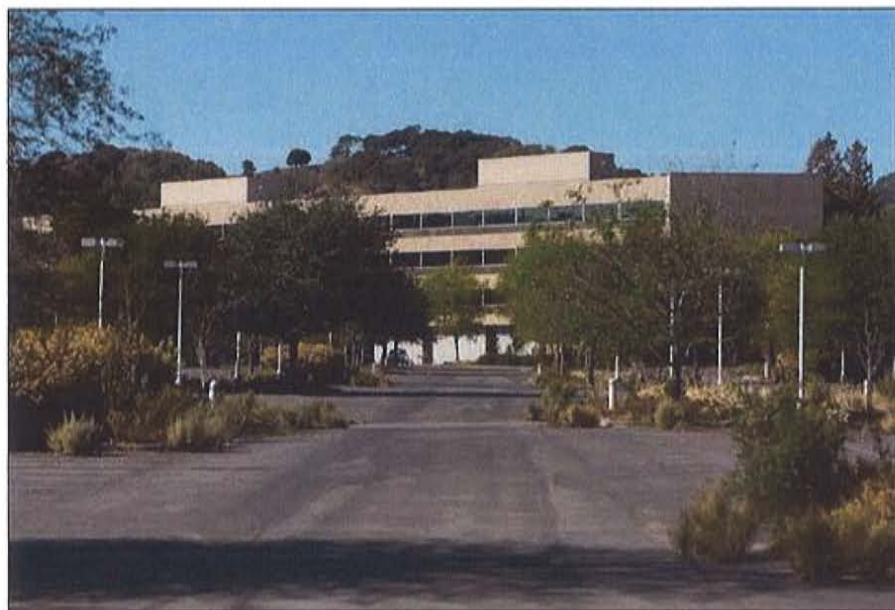
The campus at 777 San Marin Drive has been unoccupied since 2015, when Fireman's Fund Insurance Co., then Marin's largest employer, relocated to Petaluma. Fireman's Fund, which was acquired by the German insurance company Allianz in 1991, had occupied the complex since 1982.

For years, the closed-off campus and its forlorn four-story buildings remained a question mark in Marin's commercial real estate portfolio. Talk circulated for a time that major tech companies such as Google and Amazon were eyeing the campus and its 700,000 square feet of office space, but nothing materialized.

Pete Beritzhoff, a partner at Bay West Development, said their company had been eyeing the property for years.

"A site of this size in Marin County, they're difficult to find so that's really where the opportunity lies," Beritzhoff said. "The access is fantastic. Its proximity to the freeway and the

SMART station and certainly downtown Novato are really huge factors in making this an exciting site for a master plan.”



The former Fireman's Fund complex in Novato — new owners plan a mix of housing, neighborhood retail and community gathering spaces.

PHOTOS BY ALAN DEP — MARIN INDEPENDENT JOURNAL



A fountain runs in the pond at the now vacant Fireman's Fund property in Novato.

Poland declined to disclose the purchase price. The Marin County Recorder's Office has yet to record the property sale as of Thursday.

While their vision is for a mix of housing and businesses, Beritzhoff said it's too early to say what the final layout and design will be.

Even before the pandemic, an office campus as large as Fireman's Fund was difficult to market. Poland said the odds of keeping the office buildings in place are “extremely low.”

“We’ve looked at demoing the interiors of the buildings to create atriums and this and that,” Poland said. “It’s a bit out of sync with things.”

The owners plan to begin an extensive community outreach campaign on its own and through the city vetting process to gather ideas for the redevelopment.

The companies have set up a website — 777sanmarinca.com — where people can sign up for updates and submit questions.

“We want to be very expeditious but we just know that we have to make sure that we have gone through the process in the proper way,” Poland said.

Bay West Development has had a longstanding relationship with Forum Investment Group, making the joining venture a “natural” opportunity, Beritzhoff said.

“As a California native, I am happy to be part of a group dedicated to providing area residents a distinctive and attainable housing alternative,” Forum Investment Group CEO and founder Darren Fisk said in a written statement.

The property is zoned for business and professional office uses, meaning any other uses of the property such as housing would require a zoning change.

Until this week, the property was owned by the Manhattan-based investment firm, DW Partners.

While it initially owned the campus, Fireman’s Fund Insurance began leasing the property for nearly 15 years from American Assets Trust, which had purchased the property using a loan. After Fireman’s Fund’s lease expired in 2017 and no mortgage payments were made the property eventually went into foreclosure.

DW Partners was the lead lender and had a controlling interest in the loan. In September 2019, an American Assets Trust subsidiary signed a deed in lieu of foreclosure with a DW Partners subsidiary in which the company also took on the \$110.2 million in unpaid debt and associated charges on the property, according to county documents.

On Tuesday, DW Partners transferred ownership of the property to San Marin Owners LLC, a subsidiary of Bay West Development and Forum Investment.

DW Partners could not be reached for comment on Thursday.

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