



**NORTH MARIN  
WATER DISTRICT**

**NORTH MARIN WATER DISTRICT**  
**AGENDA - REGULAR MEETING**  
July 20, 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**

Go to: <https://us02web.zoom.us/j/82191971947>

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:   821 9197 1947#

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
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6:00 p.m.

**CALL TO ORDER**

1. **APPROVE MINUTES FROM REGULAR MEETING** – June 15, 2021
2. **APPROVE MINUTES FROM REGULAR MEETING** - June 22, 2021
3. **GENERAL MANAGER’S REPORT**
4. **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.

5. **STAFF/DIRECTORS REPORTS**
6. **MONTHLY PROGRESS REPORT w/ Customer Service Questionnaire**

**CONSENT CALENDAR**

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

**Consent - Approve Water Agreement**

		<u>Type</u>	<u>DU</u>	<u>EU</u>	
7.	Fire Restoration 385 Bel Marin Keys, APN:157-400-57	CM	0	3	Resolution

**ACTION ITEMS**

8. **Approve:** On-Call and Painting and Coating Services Contracts with Redwood Painting Company, Inc. and Unified Field Services Corporation
9. **Approve:** Application for Annexation to Improvement District No. PRE-1, 11 Redwood Avenue, Inverness (APN 114-071-13) Resolution
10. **Approve:** Rescind Declaration of Local Emergency Related to COVID-19 Pandemic Resolution

**INFORMATION ITEMS**

11. Request for Proposal: Local Water Supply Enhancement Study
12. TAC Meeting – June 7, 2021
13. NBWA Meeting – July 9, 2021

**MISCELLANEOUS**

- Disbursements – Dated June 24, 2021
- Disbursements – Dated July 1, 2021
- Disbursements – Dated July 8, 2021
- Approved FY 2021-22 Budget
- County of Marin – News Release – Marin Added to State’s Drought Emergency Counties

News Articles:

- Marin IJ – Editorial – Bad drought demands good conservation
- Marin IJ – MMWD starts legwork on bridge pipeline, desalting – DROUGHT
- Marin IJ – Marin Voice – North Marin Water District president considers solutions
- Point Reyes Light – NMWD raises water rates
- Point Reyes Light – Letters – Response to North Marin

<b>Est. Time</b>	<b>Item</b>	<b>Subject</b>
		Marin IJ – Don't expect speed of 1977 in latest plan to bring water
		Marin IJ – Overhaul of water rates in W. Marin -NORTH MARIN WATER
		Marin IJ – Plan to help monitor water usage comes with price
		Marin IJ – Historic lows for rainfall in Marin
		Marin IJ – Editorial – Track water closely for best conservation
		Point Reyes Light – Districts look to tech to tackle wasteful leaks
		Marin IJ – MMWD enacts one-day sprinkler limit
		Point Reyes Light – NMWD raises water rates
		Point Reyes Light – Public input campaign for Coast Guard housing
		Point Reyes Light – Marin Water studying creek release impacts
		Sacramento Bee – Gavin Newsom calls on Californians to cut water use by 15%, expands drought emergency
		Marin IJ – Newsom sets stage for Marin water aid – DROUGHT CRISIS
		Marin IJ – Drought affects supply from wells – SALTWATER CONTAMINATION
		<u>Social Media Posts:</u>
		NMWD Web and Social Media Report – June 2021
	15.	<b>CLOSED SESSION:</b> Conference with Real Property Negotiator – as authorized pursuant to Government Code Section 54956.8: Property: APNs 153-111-10, 153-111-15, and 153-182-44; Agency Negotiator: Assistant General Manager/Chief Engineer; Negotiating Party: Surplus Lands Act Submission; Under Negotiation: Price
	16.	<b>CLOSED SESSION:</b> Conference with Real Property Negotiator – as authorized pursuant to Government Code Section 54956.8: Property: 119-050-17; Agency Negotiator: <i>General Manager</i> ; Negotiating Party: Gallagher Family, LLC; Under Negotiation: <i>Price</i>
	17.	<b>CLOSED SESSION:</b> Conference with Legal Counsel –Significant Exposure to Litigation Pursuant to California Government Code Section 54956.9(d)(2) One Potential Case
8:30 p.m.	18.	<b>ADJOURNMENT</b>

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DRAFT  
**NORTH MARIN WATER DISTRICT**  
 MINUTES OF REGULAR MEETING  
 OF THE BOARD OF DIRECTORS  
 June 15, 2021

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**CALL TO ORDER**

Vice President Petterle 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. Vice President Petterle called the regular meeting of the Board of Directors of North Marin Water District to order at 6:02 p.m. and the agenda was accepted as presented. Vice President Petterle 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.

Vice President Petterle 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.

President Grossi joined the meeting at 6:03 p.m. 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 noted all public attendees will be invited to speak and will need to use the raised hand icon in Zoom or dial \*9 to be called upon. He noted any questions or comments should be asked once the report or presentation is complete.

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) and Ryan Grisso (Water Conservation Coordinator).

Mr. McIntyre announced participating remotely were Carl Nelson and Morgan Biggerstaff from BPMNJ (District Legal Counsel), Dave Usaki (EKI Environment and Water) and IT consultant Kevin Cozart (Core Utilities).

President Grossi announced for those joining the virtual meeting from the public to identify themselves. Participating remotely were Greg Borchardt, Scott Urban and three other public

36 members with the names Frank, Will and Margie.

37 **MINUTES**

38 On motion of Director Joly seconded by Director Petterle the Board approved minutes  
39 from the June 1, 2021 Regular Board Meeting by the following vote:

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

41 NOES: None

42 ABSTAIN: None

43 ABSENT: None

44 **PUBLIC HEARING TO CONSIDER APPROVAL OF THE 2020 URBAN WATER**  
45 **MANAGEMENT PLAN AND WATER SHORTAGE CONTINGENCY PLAN FOR THE NOVATO**  
46 **SERVICE AREA**

47 President Grossi opened the public hearing at 6:07 p.m. and introduced Mr. Grisso to  
48 proceed with the presentation.

49 Mr. Grisso reminded the Board that staff presented a public draft of the 2020 Urban Water  
50 Management Plan and Water Shortage Contingency Plan at the June 1, 2021 Board Meeting. He  
51 noted urban water suppliers are required to prepare Urban Water Management Plans (UWMP) to  
52 support their long-term water resource planning and to ensure that adequate water supplies are  
53 available to meet existing and future demands. Mr. Grisso stated the District is defined as an  
54 urban water supplier for the Novato Service Area only, due to the fact that it provides more than  
55 3,000 acre-feet of water per year to its customers and has more than 3,000 connections. He  
56 added the 2020 UWMP must be submitted to the Department of Water Resources by July 1,  
57 2021. Additionally, Mr. Grisso noted the resolution for this item was added in the agenda packet  
58 on June 15th.

59 Mr. Grisso introduced Dave Usaki from EKI Environment and Water. Mr. Usaki provided  
60 a presentation on the 2020 UWMP and 2020 Water Shortage Contingency Plan and a discussion  
61 ensued.

62 Director Joly thank Mr. Usaki for his presentation. He noted the analysis uses historical  
63 data and did not include the dry year conditions that we find ourselves in right now. Mr. Usaki  
64 replied that there have been discussions of more severe drought due to climate change and the  
65 potential for more severe drought than what we have experienced historically. He added the past  
66 does not always predict the future and the 2025 UWMP will reflect updated historical single and

67 multiple dry year conditions. Director Petterle thanked Mr. Grisso for including the Power Point  
68 presentation in the agenda packet.

69 President Grossi asked if anyone from the public wished to comment. Mr. Borchardt and  
70 Frank both stated they were waiting to speak during the rate hearing. Will stated he appreciated  
71 the presentation; however, he impressed the need to consider the events we are experiencing  
72 now and what we may experience next year. A discussion ensued regarding opportunities to  
73 expand recycled water use. Will stated he is asking for the return of the 2015 recycled water fill  
74 station program that was available at the office a couple of days of week. Mr. McIntyre replied  
75 that this fill station program is being re-activated this month.

76 Mr. Urban stated that he did not see anything on the supply end in regards to desalination.  
77 He asked if the District had considered this, adding with the rise of coastal water is seems like an  
78 unlimited supply that can be utilized. Mr. McIntyre replied, it is certainly a potential new source of  
79 supply, noting that SCWA's Regional Water Supply Resiliency Study is looking at various feasible  
80 options including storm water capture and groundwater aquifer recharge and recovery.

81 President Grossi closed the public hearing at 6:48 p.m.

82 Mr. Biggerstaff proceeded to share the resolution in the Board Agenda Packet. He noted  
83 the set of recitals, the adoption of the 2020 UWMP and the Water Shortage Contingency Plan.

84 Director Grossi asked if there was consideration of the resolution. Director Fraiters  
85 commented it was a good presentation. Director Joly noted the commentary and questions on  
86 supply were spot on. Director Petterle added the UWMP is something the District does every five  
87 years. He added it is a snap shot on long term water supply, a look at where we have been and  
88 where we are going. Director Petterle stated five years from now desalination and recycled water  
89 might be more realistic in cost, we are not trying to fix all the problems now just looking at the  
90 short term. Director Baker stated he appreciated Director Petterle's comments.

91 On the motion of Director Joly, and seconded by Director Petterle the Board approved  
92 adopting the 2020 Urban Water Management Plan and Water Shortage Contingency Plan for the  
93 Novato Service area by the following vote:

94 AYES: Director Baker, Fraiters, Grossi, Joly and Petterle

95 NOES: None

96 ABSTAIN: None

97 ABSENT: None

98 **PUBLIC HEARING TO CONSIDER PROPOSED INCREASE IN WATER RATES FOR NOVATO**  
99 **SERVICE AREA AND RESULTING REVISIONS TO DISTRICT REGULATION 54, WATER**  
100 **RATES**

101 President Grossi opened the public hearing at 6:52 a.m.

102 Ms. Blue asked the Board to consider the proposed 6% increase effective July 1, 2021.  
103 She noted all the customers were sent a hearing notice and it was published in the Marin IJ on  
104 June 1<sup>st</sup>. Additionally, she reminded the Board the proposed increase to the bimonthly service  
105 charge, and recycled water fixed charge for 1-inch and larger is to conform with the 2020 Rate  
106 Study. Ms. Blue reported protests must be 50%+1, and as of June 15<sup>th</sup> there were twenty official  
107 protests and of June 15<sup>th</sup>, one email and six calls with general questions. She reminded the  
108 Board this increase was set when the Board accepted the 2020 Rate Study as well as the FY 21-  
109 22 finance plan. Ms. Blue introduced Mr. McIntyre to give a presentation on the cost increase.

110 Mr. McIntyre shared his presentation and went through the history of the recent rate study  
111 and the factors leading up to the rate increase of 6% this year.

112 Director Joly commended Mr. McIntyre for a great presentation. He also noted the Board  
113 of Director's had tremendous foresight to add recycled water to our water supply. In addition, he  
114 applauded the board for putting in place the AMI system that allows water use to be monitored  
115 and even provides remote access. Director Joly stated it is important to point out that Proposition  
116 218 affects how the rates are structured.

117 Mr. McIntyre reminded the Board that in 2020 a comprehensive water rate study changed  
118 the rate structure in compliance with California state law. He added that Prop 218 mandates that  
119 each customer pay their fair share for the benefits received.

120 Scott Urban stated currently his bill is 50% fixed and 50% water use and added if the fix  
121 becomes more there is no incentive to conserve. He suggested the District not raise the fixed  
122 rate and raise the water rate so people do not abuse the system. Greg Borchardt stated he wrote  
123 a letter on June 5<sup>th</sup> and trusts we got it. He added many of the arguments he heard tonight are  
124 the same arguments made last year. Mr. Borchardt noted in his letter he pointed out the District  
125 could reduce staff, eliminate pension for new employees, enact surcharges for people building  
126 swimming pools and hot tubs. Additionally, he thought there should be no further pay increases  
127 and the District should consider cutting the salaries of staff. Mr. Borchardt stated he thought the  
128 District relied too heavily on consultants and staff should be doing all the work. He added the

129 District is treating their customers like an ATM machine and his water bill is higher than all other  
130 utilities combined, noting during the summer it runs \$300 a month.

131 President Grossi thanked the public for their comments and the hearing was closed at  
132 7:28 p.m.

133 Director Baker stated there were some good points made by speakers and in the letters,  
134 however the answer is not that simple. He added the District and the Board have the  
135 responsibility to keep the enterprise going. Director Baker noted we have to continue to pay for  
136 water from SCWA, therefore he believes it would be in the District's best interest to approve the  
137 rate increase.

138 Director Fraites stated NMWD's rates are low compared to other areas and the rate  
139 increase is needed. Director Joly stated he is fine with the resolution. He added he read all the  
140 letters and appreciates the time people took to write them, noting there were heartfelt comments.  
141 Director Joly stated, no one wants to raise rates, but it is the fiduciary duty to the customers of  
142 Novato to have a readily available water supply for our consumers' and be able to provide  
143 adequate fire protection. He added it has been an unimaginable year, like no year we have  
144 experienced, but our mission to provide good water is always there. Director Joly noted it is a  
145 tough decision for every Board Member to keep asking to raise the rates, but it is the right  
146 decision, it is necessary and he believes the customers appreciate that.

147 Director Petterle thanked all those that took part and wrote letters. He stressed that he  
148 implores those of the public to come to the Board Meetings. He noted the questions tonight about  
149 SCWA, desalination, the budget and infrastructure have all be discussed in the past. Director  
150 Petterle asked once again for the public to attend the meetings, provide input, adding the Board  
151 wants to hear what the public has to say as they are going through the budget and rate process.

152 Director Joly stated there are not enough of the public providing input from the start to the  
153 end of the process.

154 **GENERAL MANAGER'S REPORT**

155 **State Water Board (SWB) Order for Reductions in Russian River Steam Flow and**  
156 **Diversions**

157 Mr. McIntyre informed the Board that on June 14<sup>th</sup> the SWB approved SCWA's Temporary  
158 Urgency Charge Petition request and ordered a 20% reduction in Russian River deliveries starting  
159 July 1<sup>st</sup> through mid-December. He stated the minimum storage goal this fall for Lake Mendocino  
160 is 20,000-acre feet and 100,000-acre feet for Lake Sonoma Mr. McIntyre announced Stafford

161 Treatment Plant will start up July 1<sup>st</sup>, noting the previous backfeeding that increased our storage  
162 in Stafford Lake.

163 KWMR West Marin Radio

164 Mr. McIntyre announced he will be participating with Supervisor Rodoni on a half an hour  
165 radio show tomorrow, June 16<sup>th</sup> at 10 a.m.

166 Marin Emergency Drought Declaration and Governor Newsom

167 Mr. McIntyre apprised the Board that he continues to communicate with Marin County Ag  
168 Commissioner, the Marin County Supervisor's Office, and Ben Hornstein from Marin Municipal  
169 Water District to discuss Marin County's Emergency Drought Declaration. Mr. McIntyre noted the  
170 Governor did not include Marin County with the other fifty plus counties, however it is hoped he  
171 will do so in the near future.

172 West Marin Salinity

173 Mr. McIntyre reported that there continues to be a salinity issue in West Marin. He stated  
174 when the demand goes up so do the salinity levels. Mr. McIntyre added when the sodium level  
175 reaches 50mg/L, we will start putting a notice in the Point Reyes Light. Mr. Ramudo added, the  
176 District does have a program for a water fill station to provide low saline water for those who have  
177 dietary restrictions. He noted, the fill station will go up when the sodium level is at 115mg/L which  
178 he expects could be around mid-July.

179 Director Baker suggested the term filling station is not conventual and it should be made  
180 clear to everyone that this water is not for agricultural use. Mr. McIntyre clarified the filling station  
181 has a hose bib to fill small containers for home use.

182 **OPEN TIME**

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

185 **STAFF/DIRECTORS REPORTS**

186 President Grossi asked if any Directors or staff wished to bring up an item not on the  
187 agenda and the following items were discussed.

188 Mr. Williams recapped the Drought Drop By managed by Mr. Grisso on June 12<sup>th</sup>. He  
189 stated it was a regional effort with the Sonoma Marin Saving Water Partnership (SMSWP). Mr.  
190 Williams added we requested 300 drought kids with drought saving devices, noting in the past  
191 the drive-up events typically had less than 200 kits given away. He added the event started at  
192 9:00 a.m., people were showing up at 8:30 a.m. and the kits ran out by 11:30 a.m. Mr. Williams  
193 reported staff from the SMSWP were able to help distribute another 100 kits, and District staff  
194 were able to use some of our own supply resulting in 475 kits handed out by afternoon. He

195 estimated more than 500 customers came by, and due to the turn out and interest, staff is working  
196 with MMWD and SMSWP to see if another event can be scheduled this summer. Mr. Williams  
197 stated the concern is being able to acquire the drought saving supplies. Mr. Williams recognized  
198 all those staff that worked the event; Pete Castellucci, Shawn Kane, Avaram Pearlman and Cory  
199 Reed . He added it was a great effort from staff and a great opportunity to talk with our customers.

200 Mr. Clark advised the Board there has been much effort by staff to continue to understand  
201 cyber security risks. He reported recently Homeland Security reached out to the District and  
202 offered to help out with a third-party audit and go over our risk protection efforts. Mr. Clark added  
203 it will be good to get advice from a professional who can help us protect our SCADA, internet and  
204 customers. Director Grossi agreed that cyber security is a big issue in addition to the security of  
205 the quality of our water supply.

206 Director Joly commended Mr. Grisso's good work on the Drought Drop By event and also  
207 to Mr. Clark for his good work on cyber security.

208 **MONTHLY PROGRESS REPORT W/CUSTOMER SERVICE QUESTIONNAIRE**

209 The Monthly Progress Report for May was reviewed. Drew reported that water production  
210 in Novato was down 4% from one year ago and up 2% fiscal year to date. In West Marin, water  
211 production was up 22% from one year ago and down 1% fiscal year to date. The Board was  
212 apprised that Stafford Lake due to earlier backfeeding was at 50% capacity, Lake Sonoma was  
213 at 55% and Lake Mendocino was at 38% capacity. In Oceana Marin effluent volume was  
214 0.513MG for May compared to 0.431MG one year ago. Recycled Water production was up 42%  
215 from one year ago and up 13% fiscal year to date. Mr. McIntyre acknowledged Mr. Williams, and  
216 Mr. Clark along with their respective department staff for their good work in providing recycled  
217 water for different uses. He noted Redwood Landfill made outreach to the District and is now  
218 using recycled water for composting. Under Safety and Liability, we had 195 days without a lost  
219 time injury. On the Summary of Complaints and Service Orders, the Board was apprised that  
220 total numbers are up 28% from May one year ago.

221 Julie reported on the May 2021 Investments, where the District's portfolio holds \$25M  
222 earning a 0.46% average rate of return.

223 Ms. Blue stated that during May the cash balance decreased by \$1,317,379. She also  
224 noted the Local Agency Investment Fund (LAIF) interest rate was 0.32%. Additionally, Ms. Blue  
225 informed the Board that one CD at 2.4% interest matured, earning \$12,000 in interest over the  
226 life of the CD. She noted at this time, there are no longer CD's available at the rate.

227 Director Grossi stated he has never seen Stafford Lake look so blue before, adding it must  
228 be the added Russian River water.

229 **CONSENT ITEMS**

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

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

233 NOES: None

234 ABSTAIN: None

235 ABSENT: None

236 **QUITCLAIM EXISTING UNUSED EASEMENT (APN 153-082-16)**

237 The Board authorized the General Manager to execute a quitclaim of an existing unused  
238 easement for APN 153-082-16.

239 **NOTICE OF COMPLETION FOR STAFFORD TREATMENT PLANT COAT TOP OF**  
240 **CONCRETE CLEARWELLS PROJECT (REDWOOD PAINTING, INC.)**

241 The Board authorized the General Manger to execute and file a Notice of Completion for  
242 the Stafford Treatment Plant Coat Top of Concrete Clearwells Project.

243 **NOTICE OF COMPLETION FOR PRE TANK 4A REPLACEMENT PROJECT (PIAZZA**  
244 **CONSTRUCTION)**

245 The Board authorized the General Manager to execute and file a Notice of Completion for  
246 the PRE Tank 4A Replacement Project.

247 **ACTION ITEMS**

248 **NOVATO AND RECYCLED WATER SYSTEM FY 21/22 BUDGETS**

249 Ms. Blue reviewed the FY 21/22 Budgets for North Marin Water District which included  
250 Novato Water, West Marin Water, Recycled Water and Oceana Marin Sewer. She provided  
251 information on the budget review and changes, the Novato Water and Recycled Water Budget  
252 approval process, and the budget/rate hearing schedule. Ms. Blue reported on the operating  
253 revenue, operating expenditures, source of supply, Stafford Treatment Plant water production,  
254 personnel cost, operations and maintenance expenses for the Novato Water system. Ms. Blue  
255 also updated the Board on the Recycled Water, West Marin Water and Oceana Marin Systems.  
256 Additionally, she noted the Capital Improvement Budget, Equipment Budget and debt service.  
257 Ms. Blue also reminded the Board public hearings to consider the proposed water and sewer rate  
258 increases for West Marin and Oceana Marin will take place on June 22, 2021.

259 Director Fraites asked about the recycled water budget and noticed there was a  
260 discrepancy in cost between Las Gallinas Valley Sanitary District (LGVSD) and Novato Sanitary  
261 District (NSD). Ms. Blue replied she did the analysis based on what was charged historically. Mr.  
262 McIntyre stated the Las Gallinas Valley Sanitary District's recycled water cost more historically,

263 because they have a different treatment process. He added that LGVSD recently completed a  
264 major renovation and expansion and now MMWD and our system are combined. Mr. McIntyre  
265 expressed he is hoping the costs will come down once the new plant is up and running. Director  
266 Fraites asked if the cost does not come down, does NSD have enough water available to replace  
267 the LGVSD supply. Mr. McIntyre responded that it would take an extensive amount of capital  
268 since the systems are not interconnected. Director Baker stated he sympathizes with Director  
269 Fraites' concern. He noted LGVSD has always been higher and maybe it is worth having a  
270 discussion with their Board and also take a look at what alternatives are available. Director Baker  
271 added we should at least let the LGVSD General Manager know that the NMWD Board is having  
272 a problem with the higher cost of their recycled water compared to what we can get locally. Mr.  
273 McIntyre stated he will do so. Director Fraites added it would be best to work cooperatively with  
274 LGVSD to get the cost down.

275 Director Petterle stated he and Ms. Blue went over the budget last week and all his  
276 questions and issues were nicely resolved.

277 Director Grossi asked if there were any comments from the public and there was no  
278 response.

279 On the motion of Director Joly, and seconded by Director Baker the Board approved the  
280 Novato and Recycled Water FY21/22 Budgets by the following vote:

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

282 NOES: None

283 ABSTAIN: None

284 ABSENT: None

285 **ADVANCED METER INFORMATION (AMI) PROJECT IMPLEMENTATION CORRECTIONS**

286 Ms. Blue asked the Board to give direction to staff on the preferred Advanced Meter  
287 Information (AMI) Project Implementation Corrections. She updated the Board on the  
288 register/meter incompatibility errors, meter installation review, data review and customer  
289 corrections. Ms. Blue presented three options to the Board for discussion and consideration of  
290 approval and a discussion ensued.

291 Director Petterle stated there were twenty-four accounts that were incorrectly billed and  
292 twelve who were underbilled and asked if staff could provide a payment plan for those customers.  
293 Ms. Blue replied they would be flexible with the payment terms. Director Joly commented he  
294 would vote no on Option 1. Director Petterle agreed. Director Baker said he was torn, both  
295 Directors Joly and Petterle made good points, but setting a precedence could be problematic.  
296 Director Grossi stated the report talks about the errors made by Ferguson so it is hard not to try

297 and go back for more. Director Fraites stated he is torn between Options 2 and 3.

298 President Grossi asked if there were any comments from the public and there was no  
299 response.

300 Director Joly asked if legal counsel gave any reason as to why the Board could not do  
301 their own pleasure. Mr. Nelson stated this is an issue about water used by one customer and  
302 paid for by another with public funds without an associated purpose. Director Petterle asked what  
303 if the Board elects not to follow any of the options provided. Mr. Nelson responded the Board has  
304 the authority to do so. After more discussion Director Petterle suggested a fifth option, since  
305 Ferguson agreed to pay for \$11,000 of the lost revenue a compromise could be made in which  
306 the District would pay for \$6,900 and the underbilled customers would pay the remaining \$6,900  
307 of the loss revenue.

308 On the motion of Director Petterle, and seconded by Director Joly the Board approved a  
309 compromise where Ferguson will pay for \$11,000, the District will pay \$6,900 and the underbilled  
310 customers will pay the remaining \$6,900 of the lost revenue by the following vote:

311 AYES: Director Fraites, Joly and Petterle

312 NOES: Director Baker and Grossi

313 ABSTAIN: None

314 ABSENT: None

315 **OLD RANCH ROAD TANK NO.2 PROJECT – AWARD CONSTRUCTION CONTRACT**

316 Mr. Williams stated Old Ranch Road Tank No. 1 was at the end of its useful life and there  
317 was a need to increase fire flows. He stated he was excited by the bid results and if the Board  
318 awards the contract to Maggiora & Ghilotti the work could start as soon as mid-July.

319 On the motion of Director Petterle, and seconded by Director Joly the Board approved  
320 award of the construction contract to Maggiora & Ghilotti, Inc. for the Old Ranch Road Tank No.  
321 2 Project and authorized the General Manager to execute an agreement with Maggiora and  
322 Ghilotti Inc. for \$1,187,187 and set aside a contingency reserve of \$145,000 (~12%) by the  
323 following vote:

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

325 NOES: None

326 ABSTAIN: None

327 ABSENT: None

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

329 Mr. McIntyre reminded the Board that staff has been operating under partial Emergency  
330 Operations Center (EOC) activation. Mr. McIntyre reported on June 1, 2021, Marin moved from

331 the Orange Status (Tier 3) to Yellow Status (Tier 4) which means more reopening of the economy  
332 and another step toward pre-pandemic normalcy. He discussed the June 15<sup>th</sup> end of Tiers and  
333 the June 17<sup>th</sup> Cal/OSHA meeting. He stated the District is still waiting for Cal/OSHA to make a  
334 determination on workplace rules. He noted they are supposed to be meeting on June 17<sup>th</sup> and  
335 provide rules that may sync up with the federal CDC requirements. Mr. McIntyre informed the  
336 Board that for now staff are still wearing face masks and practicing physical separation. He  
337 added, in the meantime staff will be reevaluating the COVID Protection Plan and will be working  
338 with our outside human resources firm on a COVID Safety Plan update.

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

341 Director Baker asked Mr. McIntyre if the District's colleagues to the north are moving any  
342 more aggressively to bring the workplace back to normal. Mr. McIntyre replied he saw in the  
343 paper; Sonoma County passed a law to continue to the mask wearing mandate independent of  
344 Cal/OSHA recommendations.

345 On the motion of Director Joly, and seconded by Director Fraites the Board approved  
346 renewal of the Declaration of Local Emergency Related to COVID-19 Pandemic by the following  
347 vote:

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

349 NOES: None

350 ABSTAIN: None

351 ABSENT: None

352 **INFORMATION ITEMS**

353 **GALLAGHER WELL NO. 2 – COASTAL PERMIT APPEAL TO BOARD OF SUPERVISORS**  
354 **(COUNTY ID P3010)**

355 Mr. McIntyre updated the Board on the Gallagher Well No. 2 Coastal Permit Appeal to the  
356 Marin County Board of Supervisors. He reminded the Board the Marin County Community  
357 Development Agency held a public hearing on March 25, 2021 for the Project's Local Coastal  
358 Permit and the Deputy Zoning Administrator approved the Use Permit as the same hearing. He  
359 added a timely appeal was filed by Save Our Seashore (SOS) on April 1, 2021. Mr. McIntyre  
360 noted the Marin County Planning Commission held a public hearing on May 24, 2021 to take  
361 public testimony and consider the project. Mr. McIntyre stated final action at the meeting was to  
362 vote to deny the SOS appeal and approve a Coastal Use Permit. He added an appeal was  
363 subsequently submitted by Save our Seashore on May 28<sup>th</sup>, within the five-day window. Mr.  
364 McIntyre noted the next step is for the Marin County Board of Superiors (BOS) to hear the appeal.

365 He noted the tentative BOS hearing date is the afternoon of July 13, 2021. Additionally, Mr.  
366 McIntyre reported staff, legal counsel and ESA, the District's environmental consultant are  
367 preparing a response to Save our Seashore's most recent appeal so that it can be submitted to  
368 Marin County Community Development Agency (CDA) staff in advance of the Board of  
369 Supervisor's Appeal Hearing. He added staff are doing what they can to move forward with  
370 construction of the well by working on mitigation measures, additional surveys and pre-studies in  
371 Lagunitas Creek. Mr. Williams reported staff is also working submitting an application to the  
372 California Department of Fish and Wildlife for a Streambed Alteration permit

373 A discussion ensued. Director Joly asked if there was any mutual benefit to be reached  
374 here. Mr. McIntyre replied he has shared the District's scope of work for ESA studies, and  
375 modified the scope of work based on input from Mr. Bennett, however there has been no success  
376 in getting Mr. Bennett to change course. Director Joly stated he is concerned about the 1,800  
377 customers in West Marin. Mr. McIntyre stated the appeal process to-date has eliminated the  
378 possibility to construct the well this season, and staff is hoping to get through the process and  
379 have the well constructed early 2022 so as not to have the same situation next year. Mr. McIntyre  
380 recognized Mr. Nelson and ESA for a job well done and noted they will be participating when the  
381 District speaks to the Marin County Board of Supervisors.

382 **NBWA MEETING – JUNE 4, 2021**

383 Director Fraites reported on the NBWA meeting that was held on June 4<sup>th</sup>. He stated the  
384 main topic discussed was Sediment for Survival: A Strategy for the Resilience of Bay Wetlands  
385 in the Lower San Francisco Estuary. Director Fraites informed the Board with the continued sea  
386 level rise we need to create more wetlands and create areas where we can store sediment when  
387 we get it. He noted 60% of sediment is disposed offshore. Director Fraites stated we need to do  
388 a better job, we have holes in the shorelines that are being washed away and those holes must  
389 be filled. Director Fraites also updated the Board on the recent Highway 37 project and the  
390 program to create a raised road bed.

391 **MISCELLANEOUS**

392 The Board received the following miscellaneous items: Disbursements – Dated June 3,  
393 2021, Disbursements – Dated June 10, 2021, Comment Letter to SWRCB RE: SCWA Notice of  
394 TUCP for Permits, Marin IJ AD– Drought Drop By – Marin County Locations, Point Reyes Light –  
395 Article Clarification – Gordon Bennett Appeal and FY22 Insurance Renewal.

396 The Board received the following news articles: Marin IJ – Editorial – Banning water  
397 hookups has consequences; Marin IJ – District rethinks relief on pricing – MARIN MUNICIPAL;  
398 Marin IJ – Water savings vs. housing impact – MARIN MUNICIPAL; Marin IJ – Tougher rules for

399 water use possible – MARIN MUNICIPAL; Point Reyes Light – West Marin prepares for extreme  
400 drought; Point Reyes Light – Marin faces short timeline for redrawing district lines; Marin IJ –  
401 Businesses adapt to cope under drought restrictions -MARIN MUNICIPAL; Marin IJ – Pipeline for  
402 water could be fixture – RICHMOND BRIDGE and Point Reyes Light – Opinion- North Marin  
403 Water misses mark with drought plan, rate hike.

404 The Board received the following social media posts: NMWD Web and Social Media  
405 Report – May 2021.

406 Director Joly noted the article on MMWD’s possible pipeline on the Richmond Bridge. He  
407 asked if NMWD would participate and if it would be a benefit to the District. Mr. McIntyre stated  
408 it is in the best interest of the District to work on a regional solution with our contractors to the  
409 north.

410 President Grossi adjourned the meeting at 8:55 p.m.

411 Submitted by

412

413 Theresa Kehoe  
414 District Secretary

415

2

1 DRAFT  
2 NORTH MARIN WATER DISTRICT  
3 MINUTES OF REGULAR MEETING  
4 OF THE BOARD OF DIRECTORS  
5 June 22, 2021

6 **CALL TO ORDER**

7 President Grossi announced that due to the Coronavirus outbreak and pursuant to  
8 Executive Order N-29-20 issued by the Governor of the State of California this was a virtual  
9 meeting. President Grossi called the regular meeting of the Board of Directors of North Marin  
10 Water District to order at 6:00 p.m. and the agenda was accepted as presented. President Grossi  
11 added that there was not a public location for participating in this meeting, but any interested  
12 members of the public could participate remotely by utilizing the video or phone conference dial-  
13 in method using information printed on the agenda.

14 President Grossi welcomed the public to participate in the remote meeting and asked that  
15 they mute themselves, except during open time and while making comments on the agenda items.  
16 President Grossi noted that due to the virtual nature of the meeting he will request a roll call of  
17 the Directors. A roll call was done, those in remote attendance established a quorum.  
18 Participating remotely were Directors Jack Baker, Rick Fraithe, Jim Grossi, Michael Joly and  
19 Stephen Petterle.

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

24 President Grossi stated all public attendees will be invited to speak and will need to use  
25 the raised hand icon in Zoom or dial \*9 to be called upon.

26 Mr. McIntyre performed a roll call of staff, participating remotely were Drew McIntyre  
27 (General Manager), Tony Williams (Assistant GM/Chief Engineer), Terrie Kehoe (District  
28 Secretary), Julie Blue (Auditor-Controller), Pablo Ramudo (Water Quality Supervisor) and Ryan  
29 Grisso (Water Conservation Coordinator).

30 Mr. McIntyre announced also participating remotely were consultant Marc Hildebrand,  
31 District legal counsel Morgan Biggerstaff from BPMNJ and District IT consultant Kevin Cozart  
32 from Core Utilities.

33 President Grossi announced for those joining the virtual meeting from the public to identify  
34 themselves. Participating remotely were Ken Fox from the Tomales Bay Association, Ken Levin  
35 from Point Reyes Station Village Association, Braden Cartwright from the Point Reyes Light and

36 Will Houston from the Marin IJ.

37 **GENERAL MANAGER'S REPORT**

38 Marin Voice Article

39 Mr. McIntyre noted there have been many articles recently about water supply and  
40 drought. He informed the Board that in the July 22<sup>nd</sup> issue of the Marin IJ an article was published  
41 in the Marin Voice section of the newspaper authored by Director Grossi. Mr. McIntyre stated the  
42 article was a timely perspective on what NMWD is doing to address water supply issues and how  
43 we are responding to the drought. He reported a copy of the article will be in the July 20<sup>th</sup> agenda  
44 under miscellaneous.

45 **OPEN TIME**

46 President Grossi asked if anyone from the public wished to bring up an item not on the  
47 agenda.

48 Ken Fox expressed his views on the new proposed Gallagher Well No. 2. He stated he  
49 disagrees with many things Mr. Bennett puts out there and his tone of voice, but he would like the  
50 Board to consider releasing more water into Lagunitas Creek. Mr. Fox added, since NMWD has  
51 senior water rights, and although you are doing as good a job as you can do, the fish do need  
52 more water during September and October. He noted the water is needed for the migration flow,  
53 and to bring the chinook up the creek. Mr. Fox also stated he is in support of the rate increase.

54 President Grossi thanked Mr. Fox and there were no other public comments.

55 **STAFF/DIRECTORS REPORTS**

56 President Grossi asked if Directors or staff wished to bring up an item not on the agenda.

57 Director Petterle again recognized the Marin IJ article submitted by Director Grossi. He  
58 stated as he reads more articles from various newspaper he is becoming more alarmed. Director  
59 Joly agreed the article was well done and it that presented a vast supply of ideas. He added our  
60 customers can keep better track of their usage with the new AMI system and we need to keep  
61 the idea of water conservation and the dire of the drought in front of the public. Director Joly  
62 noted the article in the Point Reyes light was also well done. Director Fraites stated it was an  
63 extraordinary article. He added it showed how much further the District has progressed over the  
64 years to save water. Director Fraites stated people are commenting on social media about drilling  
65 more wells, which could affect our aquifer. Additionally, people want more reservoirs, but they  
66 don't understand what that entails, and the cost. Director Fraites shared a Novato Neighborhood  
67 post discussion about the AMI system, people love it and they get it. He added he is proud that

68 the District implemented the \$5M AMI system because it was worth every penny and our  
69 customers recognize that.

70 **PUBLIC HEARING – APPROVE: PROPOSED WEST MARIN WATER RATE INCREASE**

71 President Grossi declared the public hearing for the West Marin Water Rate increase  
72 opened at 6:13 p.m.

73 A Public Hearing was held to consider the proposed 6% revenue increase in water rates  
74 and tier allocations for the West Marin Service Area effective July 1, 2021. The increases  
75 proposed would result in revisions to District Regulation 54 water rates .

76 Ms. Blue reminded the Board that the rates reflect the five-year financial plan previously  
77 approved by the Board. Ms. Blue reviewed with the Board the process for the rate increase. She  
78 added that all West Marin customers were noticed by mail of the Public Hearing per Proposition  
79 218 requirements and a Public Hearing notice was also published in the Point Reyes Light  
80 newspaper. She stated the proposed rate increase is 6%, and it will add \$54,000 in revenue. Ms.  
81 Blue reported she received two official written protests as of June 22<sup>nd</sup>, noting phone calls  
82 received were general questions not protests. Additionally, she referenced the cost comparison  
83 analysis to other agencies, and stated that even after the rate increase, NMWD's rates are below  
84 most of the other small local agencies.

85 Ms. Blue reminded that the Board the West Marin Water Rate Study was accepted on  
86 March 16, 2021 by the Board. She stated the Rate Study was done in order to be compliant with  
87 Proposition 218 requirements in which customers are to be equitably charged for cost of service.  
88 Ms. Blue introduced the District's consultant Mark Hildebrand who gave a presentation  
89 summarizing the Water Rate Study process.

90 Mr. Hildebrand gave a presentation of the draft 2021 West Marin Water Rate Study. The  
91 presentation reviewed the rate setting process, rate study framework, enterprise fund  
92 revenue/expenses, capital spending and reserves, financial forecast and rate structure design.

93 President Grossi asked if any Directors had any questions or comments.

94 Director Joly stated the main impact to customers will be in the first year during the  
95 structure change and after that the increase in rates will level out. He noted those in Zone 2 are  
96 going to have the biggest hit. Mr. Hildebrand replied, Zone 2 rates were historically much too low  
97 and this structure change will correct that. He added the meter equivalency standard used was  
98 from the American Water Works Association (AWWA).

99 President Grossi opened up the hearing to the public for questions and comments.

100 Mr. Levin asked when looking at his bill, how can he identify what zone he is in. Ms. Blue  
101 responded she did not have a hard copy of the bill in front of her, but she will look it up and get  
102 back to him. Mr. Fox stated that he would better understand a higher rate for those that are high  
103 users, noting the rate should depend on your use in order to encourage conservation. Director  
104 Grossi replied the District is required to follow Proposition 218 which is why you are seeing the  
105 change in structure. Mr. Biggerstaff stated as a result of the court case in San Juan Capistrano,  
106 Proposition 218 changed how districts can apply rates. He added Districts must apply rates based  
107 on the cost of service and how the water is delivered. Mr. Biggerstaff stated that is why in the  
108 presentation Mr. Hildebrand discussed applying a portion of the Gallagher Well No. 2 cost to Tiers  
109 2 and 3, because those consumers are using more water.

110 President Grossi closed the hearing at 6:52 p.m.

111 Director Petterle stated the Board has gone through this presentation a couple of times, it  
112 is complex and complicated for us too. He added if you spend time with it and given the restraint  
113 of Prop. 218; it looks reasonable. Director Baker agreed with Director Petterle's comments.  
114 Director Joly also agreed with Director Petterle. He added the West Marin customers have had  
115 unrest the last two years, with dry conditions, fire risk, and the first year of the new rate for some  
116 may be a difficult increase. Director Joly stressed however, no one wants to raise rates, but we  
117 must follow the law and be fair. He noted this was a well thought out and thorough process that  
118 both District staff and the consultant worked on. Director Grossi concurred with staff and the  
119 Board. He agreed the study was complex and the District needed to comply with Proposition 218.  
120 He thanked Mark Hildebrand and staff for making the process as simple as they could.

121 On motion of Director Baker, seconded by Director Fraites the Board approved Resolution  
122 No. 21-12 amending Regulation 54 pertaining to Water Rates and Charges to reflect a 6% global  
123 revenue increase for customers in the West Marin service area, effective July 1, 2021 by the  
124 following vote:

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

126 NOES: None

127 ABSTAIN: None

128 ABSENT: None

129 **PUBLIC HEARING – APPROVE: PROPOSED OCEANA MARIN SEWER RATE INCREASE**

130 President Grossi declared the public hearing for the Oceana Marin Sewer Rate increase  
131 opened at 6:57 p.m.

132 Ms. Blue announced the ordinance in front of the Board is for the Oceana Marin proposed  
133 5% rate increase that will be put on the Marin County Property Tax bills.

134 Ms. Blue continued the discussion noting there are 235 customers in Oceana Marin and  
135 the District complied with the Prop. 218 notification procedures by mailing individual letters and  
136 the Public Hearing notice was also published twice in the Point Reyes Light newspaper. Ms. Blue  
137 stated this increase will provide \$14,000 in revenue, and there were no official protests . Ms. Blue  
138 added the need for the increase was reviewed by the Board during the financial plan and budget  
139 review. Additionally, Ms. Blue stated when looking at the 2021 Coastal Area Sewer Cost  
140 Comparison, Oceana Marin was the highest among the six surveyed. She noted however,  
141 Oceana Marin is a unique small system.

142 Mr. McIntyre mentioned when the motion is made to also amend the Ordinance No. 42  
143 title to reflect Fiscal Year 2021-22 not FY 2020-21.

144 President Grossi asked the Directors if they had any questions or comments and there  
145 was no response.

146 President Grossi asked if anyone from the public had any questions or comment and there  
147 was no response.

148 President Grossi declared the public hearing closed at 7:03 p.m.

149 On motion of Director Petterle, seconded by Director Joly the Board approved Ordinance  
150 42 with the title amended to FY 2021-22 by the following vote:

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

152 NOES: None

153 ABSTAIN: None

154 ABSENT: None

155 On motion of Director Petterle, seconded by Director Joly the Board approved Ordinance  
156 42 electing to have the Oceana Marin Sewer charges be collected on the tax roll of the County of  
157 Marin and approved Resolution No. 21-13 amending Regulation 109, effective July 1, 2021, to  
158 increase the Oceana Marin Sewer Service Rate to \$1,236 per dwelling unit per year by the  
159 following vote:

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

161 NOES: None

162 ABSTAIN: None

163 ABSENT: None

164 **CONSENT ITEMS**

165 On the motion of Director Fraites, and seconded by Director Baker the Board approved  
166 the following items on the consent calendar by the following vote:

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

168 NOES: None

169 ABSTAIN: None

170 ABSENT: None

171 **ANNUAL WATER QUALITY REPORT - NOVATO**

172 The Board approved the text for the annual Water Quality Report for Novato. The Safe  
173 Drinking Water Act requires water suppliers to publish and distribute a report of water quality  
174 information to its customers annually.

175 **ANNUAL WATER QUALITY REPORT – POINT REYES AREA**

176 The Board approved the text for the annual Water Quality Report for the Point Reyes area.  
177 The Safe Drinking Water Act requires water suppliers to publish and distribute a report of water  
178 quality information to its customers annually.

179 **ACTION ITEMS**

180 **WEST MARIN WATER & OCEANA MARIN SEWER FY 21/22 BUDGETS**

181 Ms. Blue reminded the Board that on several occasions they reviewed the FY 21/22  
182 Budgets for West Marin Water, and Oceana Marin Sewer. In West Marin Water, planned capital  
183 expenditures were reviewed and the Board was advised that \$2.8M is budgeted over the next five  
184 years. The West Marin water financial plan and budgets project one new connection every other  
185 year and 65MG of water sales. Operating expenditures are budgeted to increase 9%. In Oceana  
186 Marin, budgeted expenditures for next year total \$209K. The 235 existing Oceana Marin  
187 customers are scheduled for \$3M in Capital Projects over the next 5 years. New connections  
188 are anticipated at one every other year since growth has remained relatively stable. Operating  
189 expenses are projected to increase 1% next year. Ms. Blue stated the budget includes the  
190 proposed rate increases for West Marin Water (6%) and Oceana Marin Sewer (5%). She  
191 reminded the Board that to date they have reviewed financial forecasts for each service area and  
192 these financial forecasts were five-year projections outlining the overall financial status of each

193 service area, which explained the need for District wide rate increases. Ms. Blue added if  
194 approved tonight a full budget document will be provided to the Board at a subsequent meeting.

195 Director Joly stated he found the budgets helpful and explanatory. He asked how long it  
196 will take to pay off the \$150,000 interagency loan from Novato to West Marin. Ms. Blue replied it  
197 is scheduled to be paid back in ten years.

198 President Grossi asked if any Directors had any questions or comments and there was no  
199 response.

200 President Grossi asked if anyone from the public had any questions or comments and  
201 there was no response.

202 On the motion of Director Baker, and seconded by Director Joly the Board approved the  
203 West Marin and Oceana Marin Sewer FY 21/22 Budgets by the following vote:

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

205 NOES: None

206 ABSTAIN: None

207 ABSENT: None

208 **AGREEMENT WITH KIOSK FOR COMMUNICATIONS AND PUBLIC OUTREACH**

209 Mr. Grisso reminded the Board that as a result of the 2018 Strategic Plan, Kiosk was hired  
210 to do a public outreach plan, create a new website and implement key strategies from the first  
211 year of the plan. He stated now we are at the end of the agreement and we have a robust social  
212 media and website presence. Mr. Grisso stated Kiosk has helped with the Waterline newsletter,  
213 with newspaper ads and communications, website assistance and also handled website hosting,  
214 security and forms for submission. Mr. Grisso recommended to renew the agreement with Kiosk  
215 for communications and public Outreach in an amount not to exceed \$60,000. He stated the  
216 scope of the agreement includes website news story creation, social media post creation and  
217 management, website hosting and security services in addition to website form hosting.

218 Director Joly asked if the \$60,000 agreement is for an eighteen-month period. Mr. Grisso  
219 confirmed that the agreement has been extended. He replied he did not want to be tied to the  
220 June 30<sup>th</sup> date, and a year from now he may come back with an amended or supplemental  
221 agreement, adding he needs flexibility as this year has been an immense demand on Mr.  
222 McIntyre, himself and the District in regards to communication.

223 Director Petterle reminded the Board three to four years ago he requested the District get  
224 their presence out there and shortly after that he sat down with Kiosk. He added he thought Kiosk  
225 has been remarkable and this year we really needed them, and will continue to need their services  
226 moving forward. Mr. McIntyre also stated he is pleased with Kiosk and recognizes they are in

227 Novato, locally owned and the head of the company is a customer of NMWD. Director Grossi  
228 stated they are good to have on our team and they have been great. He complimented Mr. Grisso  
229 for all he does and believes the District is moving in the right direction with an increase of presence  
230 on social media. Director Grossi also thanked Mr. McIntyre for putting the article together. He  
231 added all the Board members and staff have done a good job making sure the public knows who  
232 we are.

233 On the motion of Director Petterle, and seconded by Director Fraites the Board authorized  
234 the General Manager to execute an agreement with Kiosk to assist in continued communication  
235 and public outreach implementation in an amount not to exceed \$60,000 by the following vote:

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

237 NOES: None

238 ABSTAIN: None

239 ABSENT: None

240 **SCOTT FOSTER ENGINEERING GENERAL SERVICES AGREEMENT**

241 Mr. Williams reminded the Board that since completion of the Aqueduct Energy Efficiency  
242 Project in 2015, Sonoma County Water District (SCWA) no longer operates the Kastania Pump  
243 Station to deliver water to North Marin Water District (NMWD) and Marin Municipal Water District  
244 (MMWD) via the North Marin aqueduct. He added in May of this year, MMWD Board of Directors  
245 approved the Kastania Pump Station Rehabilitation Project which would re-activate the pump  
246 station as early as November of this year. Mr. Williams noted in order to fully understand the  
247 impacts of the pump station operation on the North Marin aqueduct itself, as well as key elements  
248 of the Novato distribution system, staff is recommending that a pressure surge analysis be  
249 performed.

250 Director Joly asked a question about Kastania pump station history and a discussion  
251 ensued. Mr. McIntyre reminded the Board in 1999 the decision was made to transfer the pump  
252 station to SCWA and transfer a northern segment of NMWD's aqueduct to SCWA. He added  
253 what MMWD is now proposing is to re-acquire the Kastania pumps station and property they  
254 originally owned prior to 1999.

255 Director Petterle stated he is concerned about the CEQA and wants to make sure of the  
256 proposed operation by MMWD doesn't create any CEQA risks to NMWD

257 Director Grossi asked about the timeline of the process. Mr. Williams replied a draft three-  
258 way agreement might come back to the Board in late August since MMWD places a high priority  
259 on this project. Director Petterle asked Mr. Williams to look into the matter of whether the new  
260 agreement will have an end date. Director Grossi stated he had a concern with impacts and

261 wanted to be sure this project will not result in any limitations on our use. Mr. Williams responded  
262 Mr. Stompe and Mr. Clark are heavily involved in these conversations and understand the impact.

263 Director Baker expressed concern and wanted to be sure Scott Foster Engineering was  
264 competent for the project and vetted by staff. He noted a company from the Los Angeles area is  
265 not as accessible for meeting, or doing site visits. He added he understands there is not enough  
266 time for an RFP, but typically he would like to support the Marin community and its consultants.  
267 Mr. McIntyre stated he completely supports those comments to keep the work local, however this  
268 is really specialized work that is only done on large diameter pipes.

269 On the motion of Director Petterle, and seconded by Director Joly the Board authorized  
270 the General Manager to execute a General Consulting Services Agreement with Scott Foster  
271 Engineering, Inc. for \$20,000 plus a \$2,500 contingency by the following vote:

272 AYES: Director Baker, Fraithe, Grossi, Joly and Petterle

273 NOES: None

274 ABSTAIN: None

275 ABSENT: None

276 **AMEND GENERAL SERVICES AGREEMENT WITH ENVIRONMENTAL COLLABORATIVE**

277 Mr. Williams apprised the Board that Environmental Collaborative (EC) has been providing  
278 necessary environmental support services for several Capital Improvement Projects (CIP) and  
279 continued support is needed for these projects as they transition into construction. He informed  
280 the Board of the recent field work consisting of a rare plant survey for the San Mateo Tank 24-  
281 inch Transmission Main Project will likely exhaust the remaining balance on the contract and a  
282 required bird survey is still needed for the Old Ranch Road Tank No. 2 Project, in addition to the  
283 Oceana Marin Ponds Rehabilitation project.

284 On the motion of Director Fraithe, and seconded by Director Joly the Board authorized the  
285 General Manager to amend the General Services Agreement with Environmental Collaborative,  
286 and increase the budget by \$20,000 with an extension of time from December 31, 2021 to  
287 December 31, 2022 by the following vote:

288 AYES: Director Baker, Fraithe, Grossi, Joly and Petterle

289 NOES: None

290 ABSTAIN: None

291 ABSENT: None

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

293 Mr. McIntyre reminded the Board that staff has been operating under partial Emergency  
294 Operations Center (EOC) since March 16, 2020.

295 He reported District staff and our HR legal counsel will be reviewing the recent COVID  
296 workplace regulation changes as we develop a plan to gradually transition back to normal  
297 operations. Mr. McIntyre noted the key elements of this plan include updating the District's COVID  
298 Preparedness document to ensure it aligns with the new local, state and federal requirements;  
299 reopening of the District Office to the public, developing a phased approach for returning our few  
300 remaining remote workers to onsite work and resuming in-person Board meetings.

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

303 Director Joly asked if we had a timeline as to when we will no longer have virtual meetings.  
304 Mr. McIntyre replied it may be extended through September. He added there has been a bill  
305 introduced and there is high likelihood that in the future the District will continue to provide remote  
306 access. Director Grossi stated the Marin County Office of Education will be transitioning to in  
307 person next month, and it would be nice when NMWD can get back to in person meetings.

308 On the motion of Director Petterle, and seconded by Director Joly the Board approved  
309 renewal of the Declaration of Local Emergency Related to COVID-19 Pandemic by the following  
310 vote:

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

312 NOES: None

313 ABSTAIN: None

314 ABSENT: None

315 **INFORMATION ITEMS**

316 **WEST MARIN CAPITAL IMPROVEMENT PROJECTS – FY 20-21 PRELIMINARY YEAR-END**

317 **PROGRESS REPORT**

318 Mr. Williams reported on the preliminary year-end status report on the District performance  
319 in completing budgeted FY20-21 Capital Improvement Projects (CIPs) in the West Marin  
320 (including Oceana Marin) service territories. He noted a total of seven CIPs were originally  
321 budgeted in FY20-21 for the West Marin Water and Oceana Marin Sewer service areas, six  
322 projects were added and none were carried over or deferred, for a total for thirteen projects. Mr.  
323 Williams reported out of the thirteen projects, six projects have been completed Mr. Williams  
324 added the estimated Oceana Marin project expenses of \$68,500 are well below the Oceana Marin  
325 CIP budget of \$290,000. He noted he will provide the full fourth quarter report which will include  
326 the Novato Service Area later in the year.

327 Director Joly commended Mr. Williams and found his memo to be very helpful.

328 **MISCELLANEOUS**



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**NORTH MARIN WATER DISTRICT**  
**MONTHLY PROGRESS REPORT FOR June 2021**  
 July 20, 2021

1.

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

Month	FY20/21	FY19/20	FY18/19	FY17/18	FY16/17	21 vs 20 %
July	341.7	317.7	341.1	331.0	310.3	8%
August	290.1	287.1	300.9	303.0	299.6	1%
September	225.6	280.5	255.0	292.4	302.3	-20%
October	307.8	286.0	265.6	273.7	202.8	8%
November	201.6	226.3	170.1	163.9	143.8	-11%
December	183.0	141.2	157.8	152.1	147.6	30%
January	156.6	111.9	114.7	130.6	120.8	40%
February	110.5	120.3	110.9	134.8	118.6	-8%
March	124.1	151.8	138.8	130.2	145.8	-18%
April	225.4	195.0	143.8	151.7	136.2	16%
May	209.9	217.6	198.6	237.4	232.0	-4%
June	215.3	269.1	232.7	291.8	277.3	-20%
<b>FYTD Total</b>	<b>2,591.4</b>	<b>2,604.4</b>	<b>2,429.9</b>	<b>2,592.5</b>	<b>2,437.0</b>	<b>-0.5%</b>

\*Excludes waterbackfed into Stafford Lake: FY21=363.51MG

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

Month	FY20/21	FY19/20	FY18/19	FY17/18	FY16/17	21 vs 20 %
July	8.2	8.9	10.2	9.5	7.9	-8%
August	9.2	8.4	9.9	8.8	7.4	10%
September	7.9	7.8	9.5	8.4	6.4	1%
October	6.7	7.5	8.3	7.9	5.2	-11%
November	5.8	6.7	7.3	5.4	4.2	-15%
December	5.1	4.8	5.7	5.1	3.7	6%
January	4.2	4.1	5.0	4.5	3.6	2%
February	3.8	4.4	3.5	4.5	3.3	-13%
March	5.1	5.2	4.4	5.1	4.4	-1%
April	4.8	4.9	4.9	5.1	4.8	-2%
May	7.3	6.0	5.5	7.5	6.8	22%
June	6.2	7.4	6.9	9.0	8.1	-16%
<b>FYTD Total</b>	<b>74.4</b>	<b>76.2</b>	<b>81.1</b>	<b>80.9</b>	<b>65.8</b>	<b>-2%</b>

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

Month	FY20/21	FY19/20	FY18/19	FY17/18	FY16/17	21 vs 20 %
July	105.8	68.2	78.6	112.6	69.9	55%
August	81.1	103.8	79.3	81.5	90.4	-22%
September	16.1	115.0	60.5	122.7	96.9	-86%
October	7.7	103.4	74.5	102.3	93.9	-93%
November	0.6	102.8	0.0	53.6	63.8	-99%
December	0.0	0.0	0.0	0.0	0.0	-
January	0.0	0.0	0.0	0.0	0.0	-
February	0.0	0.0	0.0	0.0	0.0	-
March	0.0	0.0	19.2	0.0	38.9	-
April	0.0	30.9	60.3	5.4	60.6	-
May	0.0	60.2	97.4	85.2	121.9	-
June	0.0	101.8	97.1	82.8	119.9	-
<b>FYTD Total</b>	<b>211.3</b>	<b>685.9</b>	<b>567.0</b>	<b>646.0</b>	<b>756.2</b>	<b>-69%</b>

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

Month	FY20/21	FY19/20	FY18/19	FY17/18	FY16/17	21 vs 20 %
July	39.0	36.5	30.2	27.7	27.1	7%
August	43.2	33.3	30.6	26.1	26.0	30%
September	29.5	29.7	33.5	25.0	23.5	-1%
October	22.8	26.6	20.1	19.1	8.3	-14%
November	10.9	10.8	12.7	2.5	1.2	1%
December	0.2	0.5	1.5	0.8	0.4	-62%
January	0.3	0.6	0.9	1.0	0.3	-45%
February	0.5	0.6	0.3	3.3	0.0	-11%
March	11.4	11.7	0.4	1.7	0.5	-2%
April	18.1	12.5	10.1	5.1	2.7	46%
May	39.2	27.6	19.6	17.0	22.9	42%
June	41.6	38.3	31.2	25.8	30.9	8%
<b>FYTD Total*</b>	<b>256.7</b>	<b>228.7</b>	<b>191.0</b>	<b>155.0</b>	<b>143.8</b>	<b>12%</b>

\*Excludes potable water input to the RW system: FY21=14.2 MG; FY20=19.4; FY19=20.6 MG; FY18=15.8MG; FY17=1.4MG

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## 2. Stafford Lake Data

	June Average	June 2021	June 2020
Rainfall this month	0.20 Inches	0 Inches	0 Inches
Rainfall this FY to date	27.04 Inches	8.57 Inches	18.95 Inches
Lake elevation*	190.1 Feet	184.4 Feet	186.8 Feet
Lake storage**	987 MG	660 MG	789 MG

\* Spillway elevation is 196.0 feet

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

## Temperature (in degrees)

	Minimum	Maximum	Average
June 2021 (Novato)	52	104	68
June 2020 (Novato)	53	107	72

## 3. Number of Services

June 30	Novato Water			Recycled Water			West Marin Water			Oceana Marin Swr		
	FY21	FY20	Incr %	FY21	FY20	Incr %	FY21	FY20	Incr %	FY21	FY20	Incr %
Total meters installed	20,808	20,772	0.2%	99	96	3.1%	794	791	0.4%	-	-	-
Total meters active	20,607	20,554	0.3%	96	91	5.5%	785	782	0.4%	-	-	-
Active dwelling units	24,094	24,077	0.1%	-	-	-	836	832	0.5%	235	235	0.0%

## 4. Oceana Marin Monthly Status Report (June)

Description	June 2021	June 2020
Effluent Flow Volume (MG)	0.517	0.559
Irrigation Field Discharge (MG)	0.309	0
Treatment Pond Freeboard (ft)	6.1	6.9
Storage Pond Freeboard (ft)	9.8	9.0

## 5. Developer Projects Status Report (June)

Job No.	Project	% Complete	% This month
1.2820.00	Bahia Heights	96	1
1.2837.00	McPhails Phase 2A	99	0
1.2831.00	Landsea Homes	95	5
1.2817.03	COM-Miwok Center	95	10
1.2841.00	Hamilton Village	20	20

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

Job No.	Project	% Complete	% This month
2.6263.20	Replace PRE Tank 4A	99	0
1.7186.00	Grant Avenue CI Main Replacement	100	10
1.7193.00	Glen Rd AC Pipe Replacement	90	30
1.6600.87	STP Coat Top of Concrete Clearwells	99	4

## Employee Hours to Date, FY 20/21

As of Pay Period Ending June 30, 2021

Percent of Fiscal Year Passed = 100%

Developer Projects	Actual	Budget	% YTD Budget	District Projects	Actual	Budget	% YTD Budget
Construction	1,499	1,400	107%	Construction	3,231	3,460	93%
Engineering	1,758	1,504	117%	Engineering	2,893	2,722	106%

**6. Safety/Liability**

FY 21 through June  
FY 20 through June

Industrial Injury with Lost Time				Liability Claims Paid	
Lost Days	OH Cost of Lost Days (\$)	No. of Emp. Involved	No. of Incidents	Incurred (FYTD)	Paid (FYTD) (\$)
23	\$10,120	3	3	3	\$15,909*
21	\$8,824	3	3	0	\$0

Days since lost time accident through June 30, 2021 225 Days

\* (1) Vehicle accident on October 4, 2019 involving District vehicle and unoccupied parked vehicle during on-call event. Costs related to parked vehicle. (2) Vehicle accident on September 8, 2020 involving District vehicle and unoccupied parked vehicle. Costs related to parked vehicle. (3) Customer property damage from District owned water line break on February 23, 2021.

**7. Energy Cost**

FYE	kWh	June		Fiscal Year-to-Date thru June		
		¢/kWh	Cost/Day	kWh	¢/kWh	Cost/Day
2021 Stafford TP <sup>1</sup>	74,704	21.5¢	\$536	592,171	21.6¢	\$350
Pumping	154,064	25.7¢	\$1,319	1,853,335	25.5¢	\$1,296
Other <sup>2</sup>	38,844	30.0¢	\$388	569,710	27.3¢	\$427
	<u>267,612</u>	<u>25.2¢</u>	<u>\$2,244</u>	<u>3,015,216</u>	<u>25.0¢</u>	<u>\$2,073</u>
2020 Stafford TP	96,700	19.6¢	\$632	769,012	20.9¢	\$441
Pumping	156,858	25.6¢	\$1,384	1,461,425	23.7¢	\$946
Other <sup>2</sup>	44,783	31.0¢	\$479	560,536	26.1¢	\$400
	<u>298,341</u>	<u>24.5¢</u>	<u>\$2,495</u>	<u>2,790,973</u>	<u>23.4¢</u>	<u>\$1,787</u>
2019 Stafford TP	89,506	18.9¢	\$563	690,198	20.3¢	\$383
Pumping	151,666	21.5¢	\$1,018	1,383,023	20.8¢	\$783
Other <sup>2</sup>	50,716	27.0¢	\$428	575,751	24.2¢	\$379
	<u>291,888</u>	<u>21.6¢</u>	<u>\$2,009</u>	<u>2,648,972</u>	<u>21.4¢</u>	<u>\$1,545</u>

<sup>1</sup>Actual electricity used 9,553kWh.

<sup>2</sup>Other includes West Marin Facilities

**8. Water Conservation Update**

	Month of June 2021	Fiscal Year to Date	Program Total to Date
High Efficiency Toilet (HET) Rebates	12	109	4,275
Retrofit Certificates Filed	15	225	6,632
Cash for Grass Rebates Paid Out	3	17	948
Washing Machine Rebates	3	26	6,830
Water Smart Home Survey	0	0	3,899

**9. Utility Performance Metric**

<b>SERVICE DISRUPTIONS (No. of Customers Impacted)</b>	<b>June 2021</b>	<b>June 2020</b>	<b>Fiscal Year to Date 2021</b>	<b>Fiscal Year to Date 2020</b>
<b>PLANNED</b>				
Duration Between 0.5 and 4 hours	7*	12	118	102
Duration Between 4 and 12 hours	18**		20	96
Duration Greater than 12 hours				
<b>UNPLANNED</b>				
Duration Between 0.5 and 4 hours		35	59	98
Duration Between 4 and 12 hours	10***		39	28
Duration Greater than 12 hours				
<b>SERVICE LINES REPLACED</b>				
Polybutylene	2	8	82	73
Copper (Replaced or Repaired)	1	4	19	15

\* 6/21/2021 NMWD Tie-in 2" to new main on Glen Lane.

\*\* 6/29/2021 NMWD Tie in 8" main and 6" main on Glen Lane main replacement.

\*\*\* 6/24/2021 Contractor dug into a 8" AC water main at 1191 Simmons Lane.

# NORTH MARIN WATER DISTRICT

## Summary of Complaints & Service Orders June 2021

7/13/2021

Type	Jun-21	Jun-20	Action Taken June 2021
<b><u>Consumers' System Problems</u></b>			
Service Line Leaks	32	30	Notified Consumer
Meter Leak Consumer's Side	3	0	Notified Consumer
Noisy Plumbing	2	1	Notified Consumer
Seepage or Other	4	0	Notified Consumer
House Valve / Meter Off/On	14	6	Notified Consumer
Nothing Found	6	9	Notified Consumer
Low Pressure	3	3	Notified Consumer
High Pressure	0	2	~
Hose Left Running	1	0	Notified Consumer
<b>Total</b>	<b>65</b>	<b>51</b>	
<b><u>Service Repair Reports</u></b>			
Meter Replacement	2	0	Notified Consumer
Box and Lids	1	0	Notified Consumer
Water Off/On Due To Repairs	11	6	Notified Consumer
Misc. Field Investigation	7	8	Notified Consumer
<b>Total</b>	<b>21</b>	<b>14</b>	
<b><u>Leak NMWD Facilities</u></b>			
Main-Leak	2	0	Repaired
Shut Off Valves -Leak	3	0	Repaired
Service- Leak	3	4	Repaired
Services-Nothing Found	0	1	~
Fire Hydrant-Leak	4	1	Repaired
Meter Leak	0	1	~
Washer Leaks	4	6	Repaired
<b>Total</b>	<b>16</b>	<b>13</b>	
<b><u>High Bill Complaints</u></b>			
Consumer Leaks	0	1	~
Meter Testing	0	1	~
Meter Misread	0	1	~
Excessive Irrigation	0	2	~
<b>Total</b>	<b>0</b>	<b>5</b>	
<b><u>Low Bill Reports</u></b>			
<b>Total</b>	<b>0</b>	<b>0</b>	
<b><u>Water Quality Complaints</u></b>			
Taste and Odor	0	2	
<b>Total</b>	<b>0</b>	<b>2</b>	
<b>TOTAL FOR MONTH:</b>	<b>102</b>	<b>85</b>	<b>20%</b>
<b><u>Fiscal YTD Summary</u></b>			
Consumer's System Problems	519	683	-24%
Service Repair Report	208	220	-5%
Leak NMWD Facilities	182	177	3%
High Bill Complaints	42	77	-45%
Low Bills	0	0	0%
Water Quality Complaints	1	17	-94%
<b>Total</b>	<b>952</b>	<b>1,174</b>	<b>-19%</b>
			<b>Change Primarily Due To</b>
			Decrease In Nothing Found.
			Decrease In Water Off/On Due to Repairs.
			Increase In Service Leaks.
			Decrease In Nothing Found.
			No Change
			Decrease in Other.

# NORTH MARIN WATER DISTRICT

## Summary of Complaints & Service Orders June 2021

7/13/2021

<u>Type</u>	<u>Jun-21</u>	<u>Jun-20</u>	<u>Action Taken June 2021</u>
<b><u>"In House" Generated and Completed Work Orders</u></b>			
<b><u>Check Meter:</u></b> possible consumer/District leak, high bill, flooded, need read, etc.	38	56	
<b><u>Change Meter:</u></b> leaks, hard to read	4	8	
<b><u>Possible Stuck Meter</u></b>	3	1	
<b><u>Repair Meter:</u></b> registers, shut offs	3	0	
<b><u>Replace Boxes/Lids</u></b> meter obstruction, trims, bees, gate access, etc. get meter number, kill service, etc.	2	2	
	<u>50</u>	<u>67</u>	

### **Bill Adjustments Under Board Policy: June 21 vs. June 20**

Jun-21	7	\$4,106
Jun-20	34	\$7,330

### **Fiscal Year vs Prior FY**

FY 20/21	203	\$86,785
FY 19/20	290	\$85,024

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**Customer Service Questionnaire Quarterly Report**

**Quarter Ending 06/30/2021**



	Response		
	Agree	Neutral	Disagree
<b>Water Quality</b>			
Courteous & Helpful	0	0	0
Accurate Information	0	0	0
Prompt Service	0	0	0
Satisfactorily Resolved	0	0	0
Overall Experience	0	0	0
	0	0	0

**Pressure**

Courteous & Helpful	2	0	0
Accurate Information	2	0	0
Prompt Service	2	0	0
Satisfactorily Resolved	2	0	0
Overall Experience	2	1	0
	10	1	0

	Response		
	Agree	Neutral	Disagree
<b>Pressure</b>			
Courteous & Helpful	2	0	0
Accurate Information	2	0	0
Prompt Service	2	0	0
Satisfactorily Resolved	2	0	0
Overall Experience	2	1	0
	10	1	0

	Agree	Neutral	Disagree
<b>Leak</b>			
Courteous & Helpful	31	0	0
Accurate Information	29	1	0
Prompt Service	31	0	0
Satisfactorily Resolved	28	2	1
Overall Experience	30	1	0
	149	4	1

**Noisy Pipes**

Courteous & Helpful	0	0	0
Accurate Information	0	0	0
Prompt Service	0	0	0
Satisfactorily Resolved	0	0	0
Overall Experience	0	0	0
	0	0	0

	Agree	Neutral	Disagree
<b>Noisy Pipes</b>			
Courteous & Helpful	0	0	0
Accurate Information	0	0	0
Prompt Service	0	0	0
Satisfactorily Resolved	0	0	0
Overall Experience	0	0	0
	0	0	0

	Agree	Neutral	Disagree
<b>Billing</b>			
Courteous & Helpful	2	0	0
Accurate Information	1	1	0
Prompt Service	2	0	0
Satisfactorily Resolved	1	1	0
Overall Experience	1	1	0
	7	3	0

**Other**

Courteous & Helpful	8	0	0
Accurate Information	8	0	0
Prompt Service	8	0	0
Satisfactorily Resolved	7	1	0
Overall Experience	8	0	0
	39	1	0

	Agree	Neutral	Disagree
<b>Other</b>			
Courteous & Helpful	8	0	0
Accurate Information	8	0	0
Prompt Service	8	0	0
Satisfactorily Resolved	7	1	0
Overall Experience	8	0	0
	39	1	0

**Grand Total**

	205	9	1
	95%	4%	0%

Questionnaires Sent Out  
Questionnaires Returned

128	100%
44	34%

<b>Customer Service Questionnaire Quarterly Report</b>			
<b>Quarter Ending 06/30/2021</b>			
<b>Customer Comments</b>	<b>Staff Response to Negative Comments</b>	<b>Issues NMWD Should Address In The Future</b>	
<b>PRESSURE</b> Very pleased with tech. He gave me advice and was very well trained. Thank you			
<b>BILLING</b> Had service canceled out of area for six months. Called to start up once again and your agent was friendly and competent. Can't believe my usage is up from year ago. Irrigation has been reduced nothing else has changed. Do you know if your meter is accurate?	Work order created - field service rep dispatched and problem addressed		
<b>LEAK</b> Chris saw root pulling on the PVC to meter. Super helpful, one of the best service calls we've ever had glad he came out in person to minimize damage and advise us. System alerted us to a leak, it was in an unused sprinkler system. Would have never discovered it without the alert. Rich, then Chris responded quickly. Our sincere thanks. Chris was informed & helpful. The info he shared helped us pick/evaluate the best company for the repairs. The inspector knew immediately where my leak was. Rich was knowledgeable eager to help. Darrell was phenomenal! Polite, kind, knowledgeable. If we ever need service again we will request Darrell! Outstanding experience! Chris was very kind and informative on what I needed to do to get my leak fixed. Thank you. Rich was extremely helpful and he showed up shortly after I called. Need more staff like Rich. NMWD employee was very polite and answered all my questions. A H2O desalination plant portable should be activated and H2O be put into Nicasio Lake or Stafford don't have time to fool around anymore. Tech was prompt, helpful, and pleasant. Stressful situation handled with care and understanding deserves gold star! Everyone was very helpful!!! Great experience. Excellent service. Representative went out of his way to help me. Appreciated receiving the alert. Tech was very professional and polite. Great experience rep was helpful and knowledgeable. Determined cause of leak and helped resolve issue. Water analyst was fantastic! Helped find leak great customer service and knowledge! Fantastic and knowledgeable response! Extremely helpful and patient Chris was so helpful, very knowledgeable, excellent job. Should have been notified when leak first detected.	Provided customer info to Water Quality Department for follow up.		
<b>OTHER</b> No water office assured us someone would be here within the hour Chris Rodriguez came, solving the problem promptly. We really appreciated getting water so smoothly. Showed up in under 5 min to turn off water. Came back 20 min later to turn back on. Can't ask for more timely service than that. Chris Rodriguez was great!  Very helpful & polite! Initial response was within 30 mins valve replaced within 2 hours of call. We want Fluoride! I was so impressed how fast they came. I could not turn off my water b/c my valve was corroded. I also had a leak in my house he was here within 10 mins. Service was prompt as a contractor needed the water off for a short period of time. Yes, all neighborhood water pressures should be checked especially homes on hills.			

**MEMORANDUM**

To: Board of Directors

July 16, 2021

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

Subj: Auditor-Controller's Monthly Report of Investments for June 2021  
t:\aclword\invest\21\investment report 0621.doc

**RECOMMENDED ACTION:** Information

**FINANCIAL IMPACT:** None

At month end the District's Investment Portfolio had an amortized cost value (i.e., cash balance) of \$24,538,160 and a market value of \$24,539,753. During June the cash balance decreased by \$356,955. The market value of securities held increased \$1,593 during the month. The ratio of total cash to budgeted annual operating expense stood at 138%, down 2% from the prior month.

At June 30, 2021, 79% of the District's Portfolio was invested in California's Local Agency Investment Fund (LAIF), 12% in Time Certificates of Deposit, 4% in the Marin County Treasury, and 5% retained locally for operating purposes. The weighted average maturity of the portfolio was 31 days, compared to 34 days at the end of May. The LAIF interest rate for the month was 0.26%, compared to 0.32% the previous month. The weighted average Portfolio rate was 0.41%, compared to 0.46% the previous month.

Investment Transactions for the month of June are listed below:

6/3/2021	LAIF	US Bank	\$350,000.00	Trsf from LAIF account
6/17/2021	LAIF	US Bank	\$125,000.00	Trsf from LAIF account
6/23/2021	LAIF	US Bank	\$230,000.00	Trsf from LAIF account
6/28/2021	LAIF	US Bank	\$750,000.00	Trsf from LAIF account

**NORTH MARIN WATER DISTRICT  
AUDITOR-CONTROLLER'S MONTHLY REPORT OF INVESTMENTS  
June 30, 2021**

Type	Description	S&P Rating	Purchase Date	Maturity Date	Cost Basis <sup>1</sup>	6/30/2021 Market Value	Yield <sup>2</sup>	% of Portfolio
<b>LAIF</b>	State of CA Treasury	AA-	Various	Open	\$19,199,053	\$19,200,646	0.26% <sup>3</sup>	<b>79%</b>
<b>Time Certificate of Deposit</b>								
TCD	TIAA Bank	n/a	1/18/19	7/19/21	246,000	246,000	2.75%	1%
TCD	Capital One Bank NA	n/a	8/21/19	8/23/21	247,000	247,000	1.85%	1%
TCD	Capital One Bank USA	n/a	9/6/19	9/7/21	247,000	247,000	1.75%	1%
TCD	Goldman Sachs Bank USA	n/a	10/11/19	10/12/21	247,000	247,000	1.70%	1%
TCD	Flagstar Bank	n/a	11/15/19	11/15/21	247,000	247,000	1.75%	1%
TCD	Synovus Bank	n/a	12/9/19	12/9/21	247,000	247,000	1.65%	1%
TCD	Morgan Stanley Bank	n/a	1/16/20	1/18/22	247,000	247,000	1.75%	1%
TCD	Wells Fargo National Bank	n/a	3/6/20	3/7/22	248,000	248,000	1.35%	1%
TCD	American Express Natl Bank	n/a	4/7/20	4/7/22	248,000	248,000	1.35%	1%
TCD	Synchrony Bank	n/a	4/17/20	4/18/22	248,000	248,000	1.20%	1%
TCD	Pinnacle Bank	n/a	5/7/20	5/9/22	248,000	248,000	0.90%	1%
TCD	Enerbank	n/a	9/25/20	9/25/24	249,000	249,000	0.45%	1%
					<b>\$2,969,000</b>	<b>\$2,969,000</b>	<b>1.54%</b>	<b>12%</b>
<b>Other</b>								
Agency	Marin Co Treasury	AAA	Various	Open	\$1,045,108	\$1,045,108	0.22%	4%
Other	Various	n/a	Various	Open	1,324,999	1,324,999	0.41%	5%
<b>TOTAL IN PORTFOLIO</b>					<b>\$24,538,160</b>	<b>\$24,539,753</b>	<b>0.41%</b>	<b>100%</b>

Weighted Average Maturity = 31 Days

LAIF: State of California Local Agency Investment Fund.

TCD: Time Certificate of Deposit.

Agency: STP State Revolving Fund Loan Reserve.

Other: Comprised of 5 accounts used for operating purposes. US Bank Operating Account, US Bank STP SRF Loan Account, US Bank FSA Payments Account, Bank of Marin AEEP Checking Account & NMWD Petty Cash Fund.

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

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

3 Earnings are calculated daily - this represents the average yield for the month ending June 30, 2021

<b>Interest Bearing Loans</b>	Loan Date	Maturity Date	Original Loan Amount	Principal Outstanding	Interest Rate
Marin Country Club Loan	1/1/18	11/1/47	\$1,265,295	\$1,136,458	1.00%
Marin Municipal Water - AEEP	7/1/14	7/1/32	\$3,600,000	\$2,079,139	2.71%
Employee Housing Loans (2)	Various	Various	525,000	525,000	Contingent
<b>TOTAL INTEREST BEARING LOANS</b>			<b>\$5,390,295</b>	<b>\$3,740,597</b>	

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

7/16/21

t:\accountants\investments\[\aifrate.xlsx]data

### NMWD Portfolio Balance 10-Year History

Million  
\$28

\$25

\$22

\$19

\$17

\$14

\$11

\$8

\$6

\$3

\$0

Portfolio Balance Target:  
90% of Annual Operating  
Expense = \$16 Million

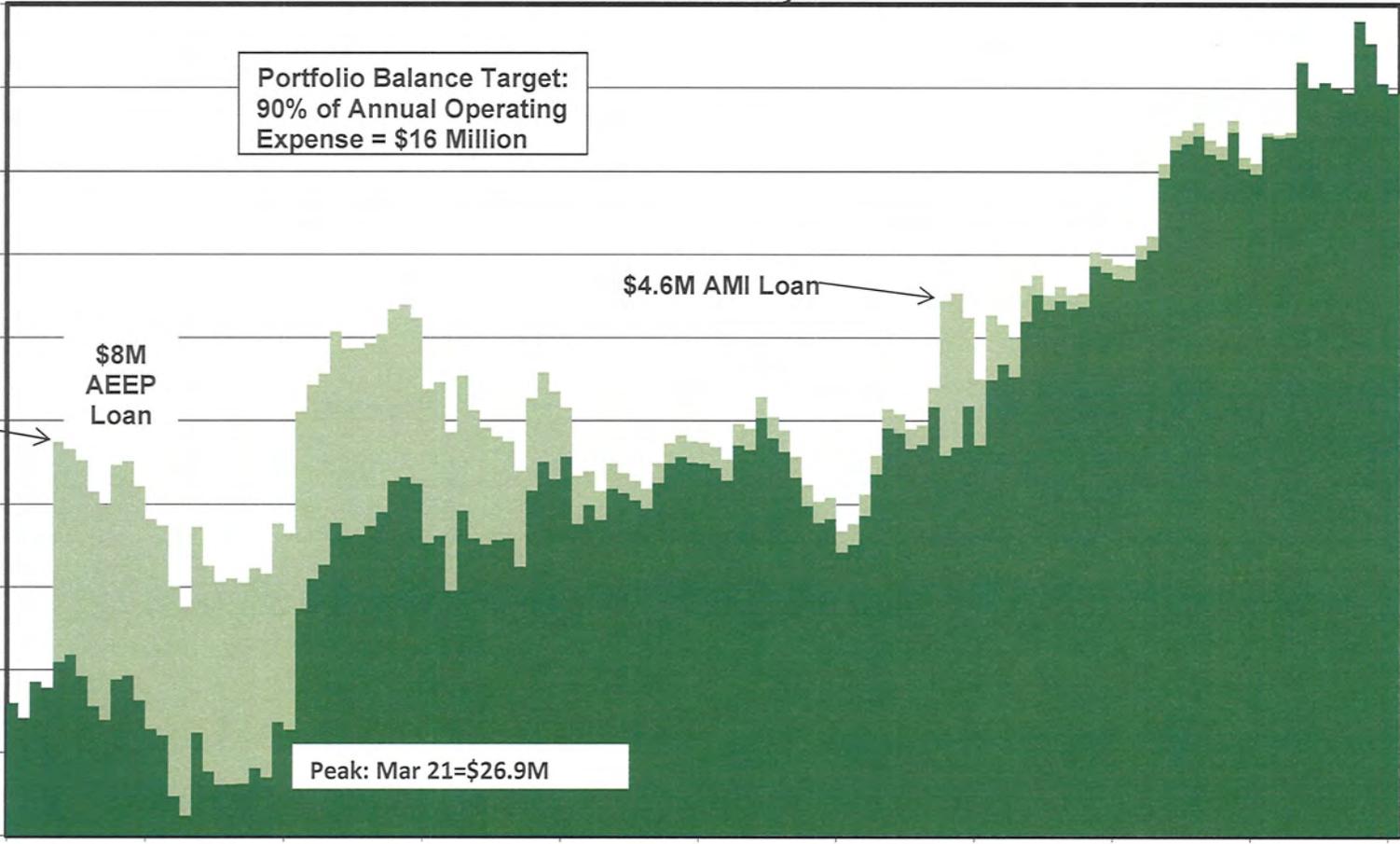
\$4.6M AMI Loan

\$8M  
AEEP  
Loan

Peak: Mar 21=\$26.9M

\$24.6M

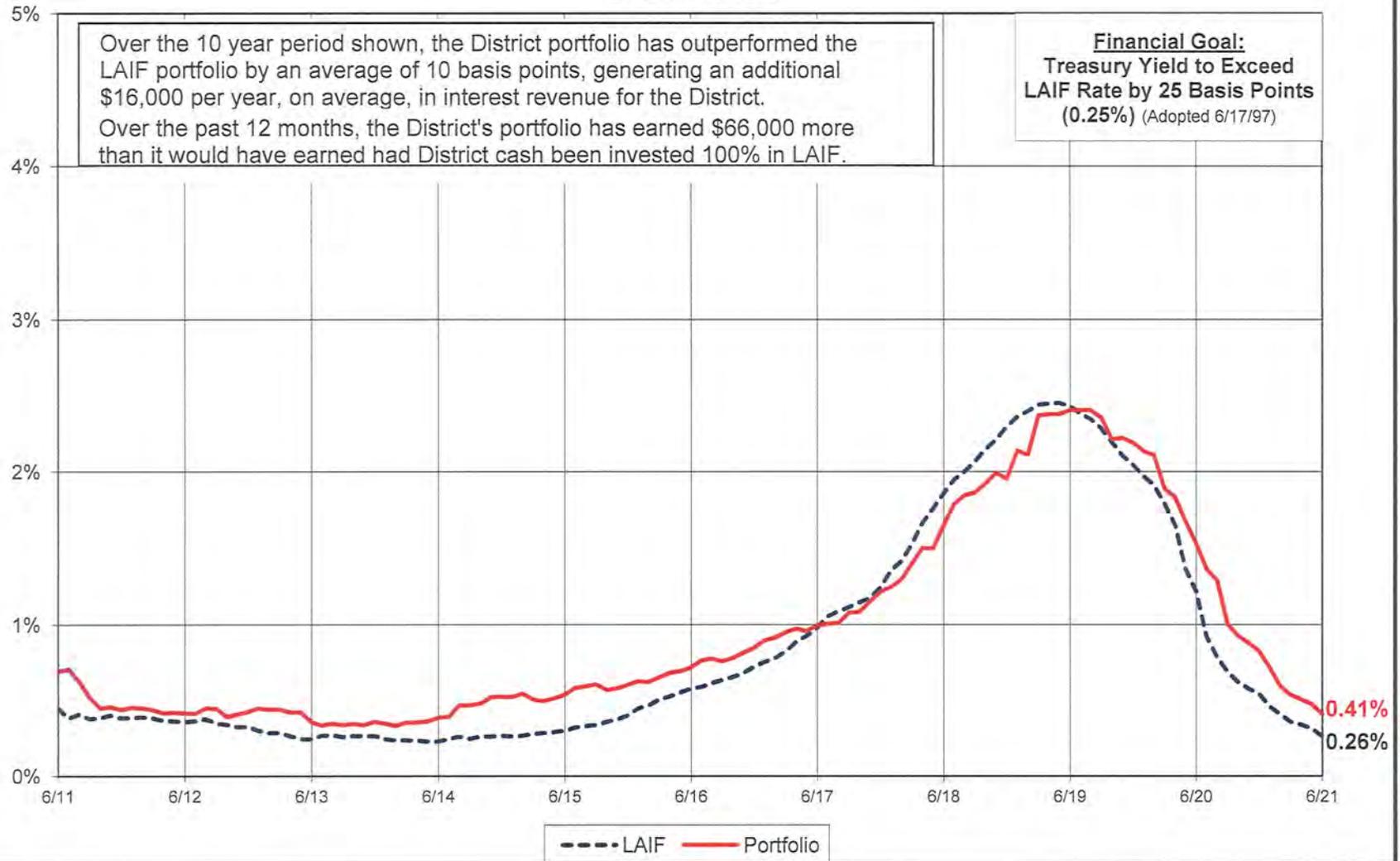
6/11 6/12 6/13 6/14 6/15 6/16 6/17 6/18 6/19 6/20 6/21



### NMWD Portfolio Rate of Return State of CA Local Agency Investment Fund vs District Portfolio 10-Year History

Over the 10 year period shown, the District portfolio has outperformed the LAIF portfolio by an average of 10 basis points, generating an additional \$16,000 per year, on average, in interest revenue for the District.  
Over the past 12 months, the District's portfolio has earned \$66,000 more than it would have earned had District cash been invested 100% in LAIF.

**Financial Goal:**  
Treasury Yield to Exceed  
LAIF Rate by 25 Basis Points  
(0.25%) (Adopted 6/17/97)



**7**

MEMORANDUM

To: Board of Directors

July 16, 2021

From: Tony Williams, Assistant GM/Chief Engineer

Subject: Water Service Agreement – Fire Restoration 385 Bel Marin Keys Blvd, APN: 157-400-057  
r:\folders by job no\2800 jobs\2851 385 Bel Marin Keys\BOD Memos\_Agmt\2851 memo.doc

**RECOMMENDED ACTION:** The Board approves authorization of this agreement.

**FINANCIAL IMPACT:** None: Developer Funded

The project is located at 385 Bel Marin Keys Blvd (see attached map). The current project proposes to restore the existing building to its previous condition before a fire damaged the building. Restoration plans include replacing the existing 5/8" meter with a new 1.5" meter, and installing a new above ground fire service located near the entrance of the building. A backflow prevention device will be installed by the owner immediately downstream of the new 1.5" inch domestic service.

Water facilities require for this project include one 1.5-inch domestic meter with 16 feet of 2" copper lateral and one fire service located above ground with a double check detector assembly, including 14 feet of 6-inch PVC pipe. Normal pressure Zone 1 water will continue to be provided for the project.

The service at 385 Bel Marin Keys has a historical (1) one EDU allocation from a water service agreement with Hamilton Industrial Park Unit 2, dated February 13, 1979. Based on historical water use, (4) four EDUs are appropriate for this service. This demand is not an increase over historical use, but rather an adjustment of entitlements in accordance with Regulation 1. Since this parcel has a credit for 1 EDU, the project will pay Facilities Reserve Charges (FRCs) for (3) three EDUs. The existing service will be killed after the new water facilities are installed.

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 15302, Replacement or Reconstruction.

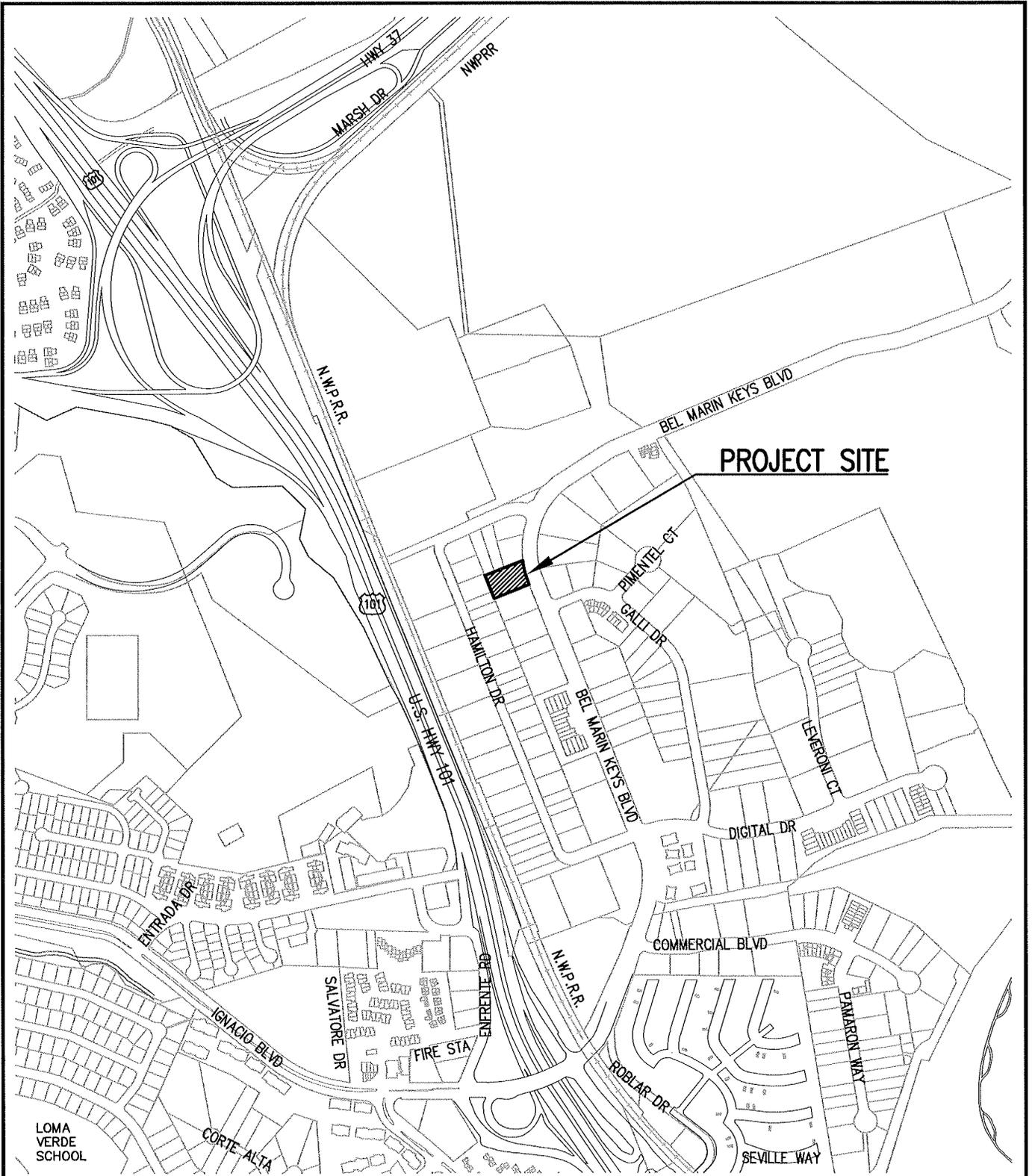
RECOMMENDATION:

That the Board approve authorization of this agreement.

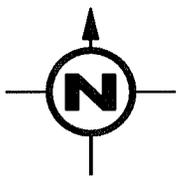
Approved by GM ADW

Date 7/16/21

Jun 08, 2021 - 1:23pm W:\JOB\1\_NOVATO\2851\_385 Bel Marin Keys Blvd\3\_ISSUED\A\_2851\_Vicinity Map.dwg User: SDOVE



**PROJECT SITE**



<b>385 BEL MARIN KEYS BLVD</b> <b>APN 157-400-57</b>			
DATE	SCALE	JOB. NO.	DWG. NO.
6/8/2021	NTS	2851	MAP

RESOLUTION NO. 21-  
AUTHORIZATION OF EXECUTION  
OF  
WATER SERVICE FACILITIES CONSTRUCTION AGREEMENT  
WITH  
FIRE RESTORATION 385 BEL MARIN KEYS BOULEVARD

---

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 Woodside Holdings LP, a limited partnership, providing for the installation of water distribution facilities to provide domestic water service to that certain real property known as 385 Bel Marin Keys Boulevard, #A, Novato, Marin County Assessor's Parcel Number 157-400-57 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 20th day of July, 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  
FIRE RESTORATION 385 BEL MARIN KEYS BOULEVARD

---

*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 WOODSIDE HOLDINGS LP, An Limited Partnership herein called "Applicant."

*WHEREAS*, the Applicant, pursuant to District Regulation 1, the State of California Subdivision Map Act and all applicable ordinances of the City of Novato and/or the County of Marin, has pending before the City or County a conditionally approved Tentative Subdivision Map, Precise Development Plan, Tentative Parcel Map or other land use application for the real property in the District commonly known as Marin County Assessor's Parcel Number 157-400-57 and the project known as FIRE RESTORATION 385 BEL MARIN KEYS BOULEVARD, consisting of one (1) lot for commercial development; and

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

*WHEREAS*, the Applicant is the owner of real property in the District commonly known as 385 Bel Marin Keys Blvd., Novato (Marin County Assessor's Parcel 157-400-57); and

*WHEREAS*, a 5/8-inch water service was established in October 1978 at 385 Bel Marin Keys Blvd. with an entitlement at (1) one EDU; and,

*WHEREAS*, 385 Bel Marin Keys Boulevard was developed by Pierpoint Company as Lot 6 and the District board approved Project J-1880 in February 1979; and,

*WHEREAS*, demand has been reviewed and (3) three additional Facility Reserve Charges are due for this project; and,

*WHEREAS*, the 385 Bel Marin Keys Boulevard project restores existing building to its previous condition before a fire damaged the building; and

*WHEREAS*, the current project total water demand is (4) four EDUs and Facilities Reserve Charges for (3) three EDUs will be collected after applying credit for (1) one EDU paid previously.

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 2851.001, entitled, "385 BEL MARIN KEYS BOULEVARD", 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 Estimated District Costs) domestic	One 1 1/2-inch @	\$	0.00	\$	0.00
Meter Charges (Included in material estimate) fire serve	One 5/8-inch @	\$	0.00	\$	0.00
Reimbursement Fund Charges	One 1 1/2 @	\$	1,540.00	\$	1,540.00
Facilities Reserve Charges – Multi Tenants comm' bldg..	Four @	\$	28,600.00	\$	114,400.00
Credit for Existing Services To Be Removed	One @	\$	28,600.00	\$	<28,600.00>

**Subtotal - Initial Charges..... \$ 87,340.00**

**Estimated District Costs**

Pipe, Fittings & Appurtenances.....	\$ 11,972.00
District Construction Labor.....	\$ 19,578.00
Engineering & Inspection.....	\$ 3,517.00
Bulk Materials.....	\$ 41.00
<b>Subtotal –Estimated District Costs.....</b>	<b>\$ 35,108.00</b>

**Estimated Applicant Installation Costs**

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

**TOTAL ESTIMATED WATER FACILITIES COSTS..... \$122,448.00**

(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 **\$122,448**. 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**

Pursuant to District Regulation 1 then in effect, if at any time water use exceeds that used in fixing the Facility Reserve Charge, the District may require the customer to pay additional Facilities Reserve Charges at the rate in effect for each EDU of such excess.

**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 **\$122,448** 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. The applicant shall not resell any water furnished pursuant to this agreement. If multiple services from a single connection to the District's system through a master meter are allowed pursuant to District Regulation 4(b) the Applicant shall not submeter the individual services. The District's bills for water measured by a master meter shall be paid by the Applicant. If a rental unit served through a master meter is converted into a separately owned unit the District may require the installation of separate connecting main and meter for water service to the unit at the cost of the owner of the unit.

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. 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 Applicant shall install and subsequently own and maintain a private backflow prevention assembly for each service 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, in accordance with per Regulation 54.

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

10. The District has determined that recycled water may be supplied for irrigation in the future and requires that the Applicant's irrigation system be designed to use recycled water per District regulations and specifications. Provisions shall be made, as directed by the District, to allow for connection of Applicant's irrigation system to the recycled distribution main when it becomes available. In the interim, potable water shall be supplied through a potable irrigation water meter with a reduced pressure principle backflow device. When recycled water becomes available and at Applicant's expense, the irrigation system will be connected to the recycled water distribution main per District requirements at the time the connection is made.

11. 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.

12. 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.

13. In the event of sale of this parcel, the Applicant shall provide to the buyer(s) a copy of this Agreement so that there is complete disclosure of the limited nature of the water service. In addition, upon execution of this Agreement, District shall have it recorded.

14. 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"

**ATTEST:**

\_\_\_\_\_  
James Grossi, President

\_\_\_\_\_  
Date

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

(SEAL)

**WOODSIDE HOLDINGS LP**  
A Limited Partnership  
"Applicant"

(SEAL)

\_\_\_\_\_  
Linda M. Peterson, 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.**

8

## MEMORANDUM

To: Board of Directors July 16, 2021  
 From: Tony Williams, Assistant General Manager/Chief Engineer   
 Subject: Approve – On-Call Painting and Coating Services Contracts with Redwood Painting Company, Inc. and Unified Field Services Corporation  
R:\NON JOB No ISSUES\On-Call\Painting and Coating 2021\BOD memos\OnCall Coating Services Contract Award BOD Memo 7-16-21.doc

**RECOMMENDED ACTION:** Board authorize General Manager to execute agreements with Redwood Painting Company, Inc. and Unified Field Services Corporation.

**FINANCIAL IMPACT:** \$250,000 each for a total amount of \$500,000

### Background

Beginning in 2015, the District has effectively used on-call construction services via qualified third-party contractors to accommodate more efficient completion of small District projects in a timely and cost-effective manner. The District's traditional advertise-bid-award procedure for hiring contractors continues to be utilized for most Capital Improvement Projects. In late April 2021, staff prepared and issued a Request for Proposal (RFP) for On-call Painting and Coating services at District facilities using the same approved template from the 2015 solicitation of on-call construction services. The RFP identified minimum qualifications including company experience, project manager's experience, satisfactory references, acceptable safety compliance record, adequate licensing, and included a pricing schedule for labor, equipment and standard mark-ups.

The RFP and associated contract documents were posted electronically on eBidboard (a web-based bid management service) on April 30, 2021 and two companies returned responsive proposals on the due date of May 28, 2021. These two companies are summarized as follows:

NAME	LOCATION
Redwood Painting Co, Inc.	Pittsburg, CA
Unified Field Services Corp	Bakersfield, CA

### Selection Process

A selection committee, consisting of Tim Fuelle, Brad Stompe, David Ladd, and Avram Pearlman, participated in the proposal review. The qualifications of each firm were ranked separately by each committee member against the following selection criteria:

- Company's Qualifications and Experience
- Safety Record
- Project Manager Qualifications
- Licensing
- Pricing Schedule

The firms were ranked with 60% of the scoring based on qualifications and 40% based on proposed pricing. Upon completion of the proposal review, both companies had comparable high scores with Redwood Painting scoring slightly higher overall. Both firms were ranked high because they demonstrated the required experience, good safety records, highly qualified project managers, and good pricing overall.

Staff recommends entering into contracts with both companies for individual contracts not to exceed \$250,000 (for a total authorization of \$500,000). Work will be approved based on negotiated task orders with the contractor that can most efficiently complete each task based on type of work and availability of resources. Pricing for projects will be obtained from both contractors with the lowest price selected to ensure strong price competition. The value for individual task orders will likely range depending on the need but will generally be \$150,000 or less each.

This contracting approach will minimize the District's administrative costs associated with developing multiple construction contracts and allows the smaller Capital Improvement Projects (CIPs) and facility maintenance needs to be implemented more quickly and cost effectively. The recently completed coating project at the Stafford Treatment Plant (J-1.6600.87) would have saved approximately \$7,344 in staff time if this contracting method was utilized.

#### Financial Impact

The majority of the projects will be for small CIPs (with approved budgets) or annual maintenance needs, especially at the Stafford and Pont Reyes Treatment Plants where protective painting and coating systems are crucial for the long-term operation of piping, equipment and structures. Current FY22 approved projects and operations budgets that may utilize these on-call services include, but are not limited to:

- STP – Chemical System Upgrades (containment area)
- STP – Other Plant Improvements (piping, equip, other coatings)
- Stafford Dam Concrete Repair (concrete sealing)
- Lynwood Pump Station (int./ext. painting)
- DCA Repairs/Replace (coating piping and valves)
- Graffiti abatement: water storage tanks, dam spillways (ops budget)
- Miscellaneous painting or coating of existing facilities (ops budget)

#### RECOMMENDATION

Board authorize General Manager to execute agreements with Redwood Painting and Unified Field Services Corp for on-call painting and coating services with a not to exceed limit of \$250,000 each.

9

## MEMORANDUM

To: Board of Directors  
 From: Tony Williams, Assistant General Manager/Chief Engineer   
 Subject: Application for Annexation to Improvement District No. PRE-1, 11 Redwood Avenue, Inverness (APN 114-071-13)

July 16, 2021

R:\Folders by Job No\2800 Jobs\2852 Livoti-Perlman Annexation\BOD Memos\_Agmt\2852 Intent to Annex BOD Memo.doc

**RECOMMENDED ACTION:** That the Board

1. Approve the annexation requested and provide service to the subject parcel pursuant to District regulations including receipt of an application and payment of all charges for annexation and service; and
2. Authorize staff to file the Notice of Exemption

**FINANCIAL IMPACT:**

Attached is a letter from Ms. Diane Livoti and Todd Perlman requesting annexation of their ½ acre parcel located at 11 Redwood Avenue, Inverness (Attachment 1) into the District's Improvement District No. PRE-1 (Paradise Ranch Estates). The property lies within the District's territorial boundaries. The property, shown on the attached map, is approximately 2,100 feet north of the northerly edge of the Paradise Ranch Estates Subdivision and 3,635 feet south of the Inverness Public Utilities District (IPUD) intertie valve on Sir Francis Drake Boulevard. The property includes an easement for purposes of utilities and road access that extends from the property to Sir Francis Drake Boulevard as shown (Attachment 2). The District has previously permitted other individual properties in this area to be annexed into Improvement District No. PRE-1, and water service could be provided to this parcel from a connection to the District's water main in Sir Francis Drake Boulevard. Ms. Livoti and Mr. Perlman currently obtain water service from the Hamilton Mutual Water Company, but have requested that the District provide water service to the existing single-family residence on the property once annexation is complete.

The District must perform environmental review pursuant to the California Environmental Quality Act (CEQA) for this project prior to any further action. Pursuant to CEQA guidelines (Title 14 of the California Code of Regulations, Section 15319(a)), the proposed annexation is a Class 19 categorically exempt project – Annexations for Existing Facilities and Lots for Exempt Facilities, which provides: "Annexations to a city or special district of areas containing existing public or private structures developed to the density allowed by the current zoning or pre-zoning of either the gaining or losing governmental agency whichever is more restrictive, provided, however, that the extension of utility services to the existing facilities would have a capacity to serve only the existing facilities."

If the Board approves the annexation and authorizes staff to file the appropriate CEQA Notice of Exemption (NOE), staff will file the NOE with the Marin County Clerk, post the NOE in the Pt. Reyes Light newspaper, and send the NOE to IPUD. If after the notice is posted for 35 days and no protest has been received at the end of that time, the District may install a service connection and provide water service to the parcel at 11 Redwood Avenue once Ms. Livoti and/or Mr. Perlman submits all necessary application materials and pays all charges pursuant to District regulations.

RECOMMENDATION:

That the Board approve the proposed annexation, adopt the attached resolution (Attachment 3), and authorize staff to file the CEQA NOE with Marin County Clerk.

Diane Livoti & Todd Perlman 11 Redwood Avenue, Inverness, CA, 94937

June 7, 2021

To whom it may concern,

Please accept this letter serves as our request to annex our home at 11 Redwood Avenue in Inverness into the North Marin Water District. We are grateful to Rosalia Solar who has worked with us to help us navigate the process of annexing into NMWD Improvement District and look forward to completing this project as soon we have the full approval from NWMD.

Thank you very much for working with us to secure a reliable and ongoing source of water to our beloved home.

Please let us know if there is anything more you need of us.

Best wishes,

A handwritten signature in black ink, appearing to read 'D. Livoti' followed by a flourish and 'T. Perlman'.

Diane Livoti and Todd Perlman

11 Redwood Avenue, Inverness Ca 94937

[4bayperls@gmail.com](mailto:4bayperls@gmail.com)

510-816-7387, Diane

510-725-1538, Todd

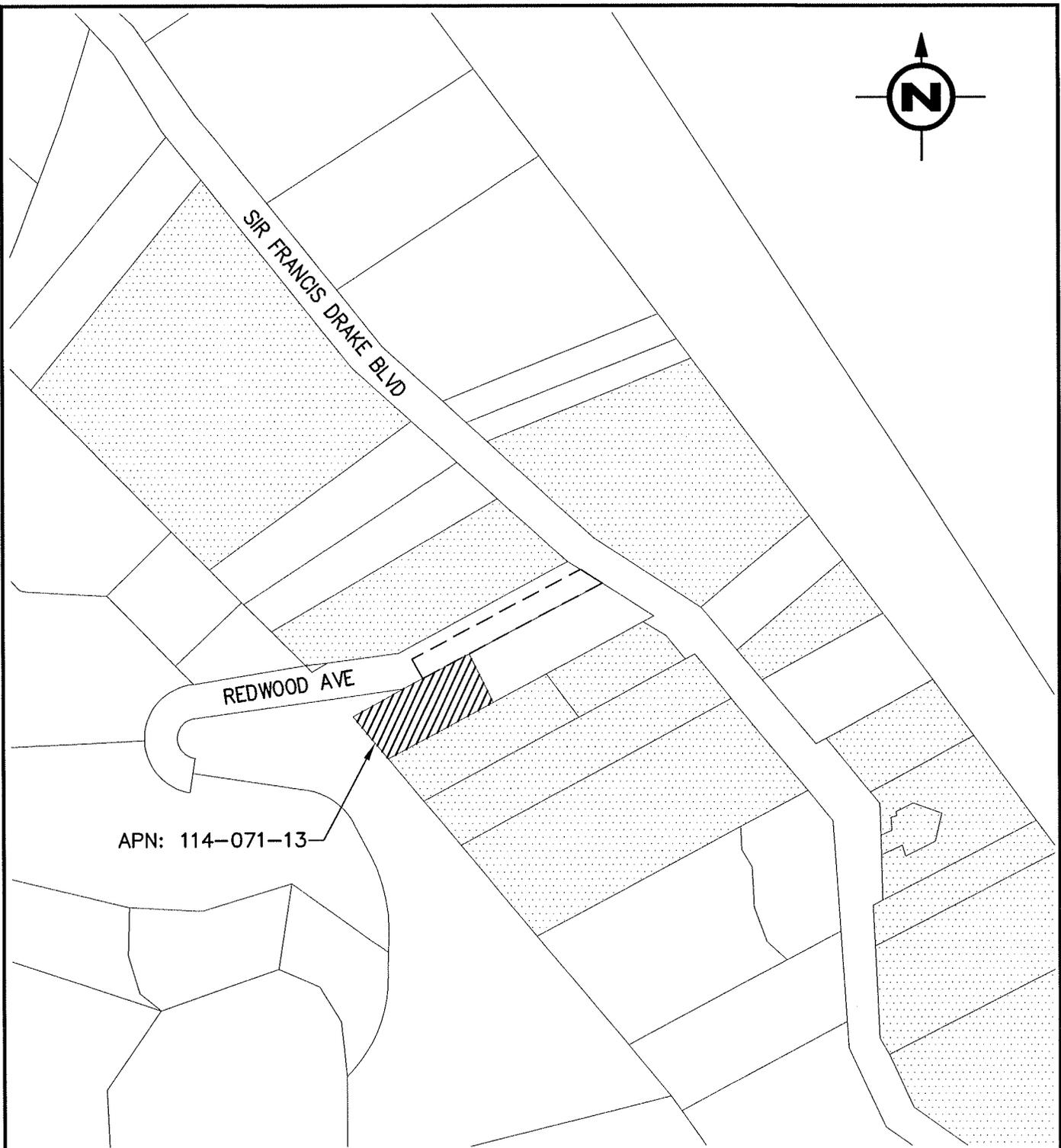
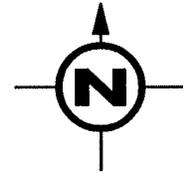
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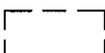
North Marin Water District

ATTACHMENT 1

Jun 24, 2021 - 1:20pm j:\\_NMWD Files\ANNEXATION\2.2852\_Redwood Ave Annexation\2852 Annexation No 12 Vicinity Map.dwg User: SUSAN



APN: 114-071-13

-  PROPOSED ANNEXATION
-  PREVIOUSLY ANNEXED NEARBY PARCELS
-  EXISTING ROAD AND UTILITY EASEMENT

<b>REDWOOD AVENUE ANNEXATION NO. 11 APN: 114-071-13</b>			
DATE	SCALE	JOB NO.	DWG. NO.
6/24/21	NTS	2.2852	MAP

**RESOLUTION 21-**

**RESOLUTION OF THE BOARD OF DIRECTORS OF  
NORTH MARIN WATER DISTRICT  
ORDERING THE ANNEXATION OF TERRITORY WITHIN SAID DISTRICT TO  
IMPROVEMENT DISTRICT NO. PRE-1, APPROVING THE FILING OF A NOTICE OF  
EXEMPTION PURSUANT TO THE CALIFORNIA ENVIRONMENTAL QUALITY ACT, AND  
DIRECTING DISTRICT STAFF TO FILE SAID NOTICE OF EXEMPTION WITH THE MARIN  
COUNTY CLERK**

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**WHEREAS**, Improvement District No. PRE-1 of North Marin Water District was formed and established by Resolution No. 79-66 of this Board of Directors duly passed and adopted on August 21, 1979; and

**WHEREAS**, pursuant to Water Code Sections 32550-32552, the Board of Directors of North Marin Water District may, by resolution, order the annexation of land into Improvement District No. PRE-1 without notice, hearing, or election if all the owners of land within the territory proposed to be annexed have given written assent to such annexation; and

**WHEREAS**, the owners of the land comprising the territory hereinafter described, which territory is within North Marin Water District territorial boundaries, have given their written consent to the annexation of said territory to Improvement District No. PRE-1 of North Marin Water District; and

**WHEREAS**, the proposed annexation of the territory hereinafter described will be for the interest of the landowners and present and future inhabitants within Improvement District No. PRE-1 and within the territory proposed to be annexed to Improvement District No. PRE-1.

**NOW THEREFORE, BE IT RESOLVED** by the Board of Directors of North Marin Water District as follows:

1. The Board of Directors does hereby find and determine that the foregoing Recitals are true and correct, and incorporates the Recitals herein.
2. The Board of Directors does hereby find and determine that there is no possibility that the proposed annexation to Improvement District No. PRE-1 will result in any significant adverse effect on the environment, that the project is not subject to the California Environmental Quality Act (CEQA), and that it is exempt under Section 15319 of Title 14 of the California Code of Regulations (CEQA Guidelines).
3. The Board of Directors does hereby order that the territory within North Marin Water District as described in "Exhibit A" and as depicted on "Exhibit B" (attached hereto and incorporated herein by reference) be and the same hereby is annexed to Improvement

District No. PRE-1 of North Marin Water District without notice or hearing by this Board, and without an election.

4. The Board of Directors does hereby approve the filing of a CEQA Notice of Exemption regarding the annexation and authorizes and directs the General Manager, or designee, to file the Notice of Exemption with the County Clerk of Marin County.

\* \* \* \* \*

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 July 20, 2021 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINED:

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Theresa, Secretary  
North Marin Water District

(SEAL)

NORTH MARIN WATER DISTRICT  
ANNEXATION NO. 12  
TO  
IMPROVEMENT DISTRICT NO. PRE-1

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*THAT CERTAIN* real property situated in the Unincorporated Area, County of Marin, State of California, designated as Marin County Assessor's Parcel Number 114-071-13 and further described as follows:

Parcel One:

Beginning at the angle point common to the course of North 39° 58' 48" West 890.873 feet and North 61° 38' East 500 feet, as set forth in the deed from Bank of San Rafael, a Corporation to Frank Meyer, et ux., recorded September 6, 1941 in Book 417 of Official Records at Page 306, Marin County Records and running thence North 61° 38' East 230.12 feet,

Thence South 29° 02' East 100.0 feet to the Southeasterly line of the parcel conveyed by Eugene C. Scruggs, et ux. to James Garner, et ux., by deed recorded August 2, 1951 in Book 697 of Official Records at Page 401, Marin County Records;

Thence along said line, South 61° 38' West 210.734 feet to the Southerly corner of said parcel conveyed to Garner on the Northeasterly line of the parcel so conveyed to Myer and thence North 39° 58' 48" West 102.08 feet to the point of Beginning.

Containing 0.501 acres more or less.

Parcel Two:

A non-exclusive easement for roadway and utilities over a strip of land 40 feet wide, lying Northwesterly or and adjacent to a line described as follows:

Beginning at a point North 61° 38' East 141.96 feet from the angle point common to the courses of North 39° 58' 49" West 890.73 feet and North 61° 38' East 500.0 feet as set forth in the description of Parcel One as described in the deed from Bank of San Rafael, a Corporation to Frank Myer, et ux., recorded September 6, 1941 in Book 417 of Official Records at Page 306, Marin County Records and running thence North 61° 38' East 358.04 feet, more or less to the County Road.

Exhibit A



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## MEMORANDUM

To: Board of Directors

July 16, 2021

From: Drew McIntyre, General Manager



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

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**RECOMMENDED ACTION:** Rescind Resolution 20-07 and approve termination of the local emergency resulting from the COVID-19 pandemic as declared in District Resolution No. 21-XX (attached)

**FINANCIAL IMPACT:** ~\$212,000 as of June 30, 2021 (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 limited activity, travel and business functions to most essential needs.

On March 16, 2020 the General Manger, 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 7, 2020, 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.

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 8<sup>th</sup> and the state officially issued said Order to Marin County (as part of the Bay Area region) on December 17<sup>th</sup>.

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".

On February 23, 2021, the State has announced that Marin County will move from "purple"(Tier 1) to "red" (Tier 2) status in the Blueprint for a Safer Economy effective Wednesday, February 24. The move from Tier 1 or "widespread risk" status to the less restrictive Tier 2 or "substantial risk" level is based on consecutive weeks of progress in Marin's COVID-19 case statistics.

On March 11, 2021, the state opened up additional segments as eligible for the COVID-19 vaccination. This includes utility workers who have been reclassified as Emergency Service workers which includes water and wastewater workers and support staff (all NMWD employees)

On March 24<sup>th</sup> 2021, Marin moved from the Red status (Tier 2) to Orange status (Tier 3). This move relaxed indoor operation restrictions for a number of sectors. Non-essential offices may now reopen again.

On April 6, 2021, Governor Newsom announced that California will lift nearly all of its restrictions on business and gathering on June 15, 2021,

On June 1, 2021, Marin moved from the Orange Status (Tier 3) to Yellow Status (Tier 4) which means more reopening of the economy and another step toward pre-pandemic normalcy.

On June 15, 2021, Governor Newsom terminated the executive orders that put into place the Stay Home Order and the Blueprint for a Safer Economy. He also phased out the vast majority of executive actions put in place since March 2020 as part of the pandemic response, leaving a subset of provisions that facilitate the ongoing recovery.

On June 17, 2021 the Cal-OSHA Board adopted revisions to the COVID-19 Prevention Emergency Temporary Standards and Governor Newsom quickly moved to issue an executive order to allow the revisions to immediately take effect on June 17.

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. Based on the Governor's June 15, 2021 termination of the vast majority of executive actions put in place as part of the initial pandemic response, the measures taken under the District's emergency declaration to ensure operational flexibility in meeting the challenges of COVID-19, during the pandemic are no longer required. In particular, specific authorities were given to the General Manager to take necessary actions including possible suspension of personnel rules, administrative procedures, work restrictions and other necessary actions to allow for continued water/wastewater service and protection of District employees and the public during the emergency resulting from the COVID-19 virus pandemic. It is important to recognize that the COVID-19 virus has not been eliminated at the national, state or local levels. While termination of the District's emergency declaration is requested, the District will continue to comply with all federal, state, and local laws and regulations which may apply to these areas.

District staff and our HR legal counsel have been updating recent COVID workplace regulation changes as we transition back to "normal" operations. Walk-in Services will resume on July 19 with front counter operations from 10 am to 2 pm, Monday through Thursday. These reduced hours will be increased after re-evaluation in late August. The small number of staff working remotely are beginning to transition to full onsite work. This transition will be complete early September. With respect to in-person Board meetings, it is my recommendation that we resume in-person board meetings on August 17<sup>th</sup>. In-person board meetings will no longer include the option for remote video participation but we will continue to allow remote audio participation using the District's conference phone feature as originally implemented at the start of virtual meetings. The remote call-in participation option will sunset at the end of September which is when the current state order allowing virtual meetings ends.

RECOMMENDED ACTION:

Rescind Resolution 20-07 and approve termination of the local emergency resulting from the COVID-19 pandemic as declared in District Resolution No. 21-XX (attached).

**RESOLUTION NO. 21-xxx**

**A RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE NORTH MARIN WATER DISTRICT  
TERMINATING THE COVID-19 VIRUS PANDEMIC LOCAL STATE OF EMERGENCY AND  
RESCINDING RESOLUTION 20-07**

WHEREAS, on April 7, 2020, the Board of Directors of the North Marin Water District (NMWD) approved Resolution No. 20-07 declaring a local State of Emergency as a result of the Covid-19 virus pandemic following similar emergency declarations made by the federal, state, and local county governments; and

WHEREAS, while the COVID-19 virus has not been eliminated at the national, state, or local levels, the NMWD declared State of Emergency is no longer required; and

WHEREAS, the delegation of authorities to the General Manager with regard to personnel rules, administrative procedures, and other matters are no longer required at this time in order to continue to provide safe and reliable water, wastewater, and recycled water service to the community and to protect the health of employees and the public.

NOW, THEREFORE BE IT RESOLVED by the Board of Directors of the North Marin Water District, that the state of local emergency within the North Marin Water District service area and jurisdiction as declared on April 7, 2020 is hereby terminated and Resolution No. 20-07 is hereby rescinded in its entirety.

\* \* \* \* \*

The foregoing Resolution was duly and regularly adopted at a meeting held on the 20th day of July 2020 by the Board of Directors of the North Marin Water District by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

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## MEMORANDUM

To: Board of Directors

Date: July 16, 2021

From: Drew McIntyre, General Manager



Subject: Request for Proposal: Local Water Supply Enhancement Study

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**RECOMMENDED ACTION:** Information Only (for Receipt of Comments)**FINANCIAL IMPACT:** None at this time.**Background**

One of the District's 2018 Strategic Plan goals is to increase long term water supply reliability. To this end, NMWD and the other retail water contractors who purchase wholesale water from Sonoma County Water Agency are funding a forward-looking study of the resilience of the regional water system. This Regional Water Supply Resiliency Study (Resiliency Study) was conceived to better understand the existing and future water supply resiliency challenges facing the region and to increase regional resilience by adopting water supply options that more fully integrate the regional systems. The Resiliency Study (conducted by Jacobs) seeks to identify the key factors impacting regional water supply resiliency and identify promising opportunities for SCWA and its retail contractors to improve regional resilience. The work on this Resiliency Study is projected to be complete in Summer, 2022. Due to the extreme drought currently present in the Russian River watershed, the Project Team (SCWA, Water Contractors and Jacobs) have been working to accelerate parts of the Resiliency Study to prioritize the resiliency assessment for the drought risk scenarios. The goal of the accelerated schedule is to determine risks of a prolonged 2021-22 drought, and other potential droughts, and evaluate options that could reduce or manage drought risks in the region. As a result of this fast-track schedule, resiliency options for drought risk scenarios is being accelerated from March 2020 to October 2021.

**Local Water Supply Enhancement Study**

The FY 2021-22 budget includes funding (\$150,000) for a Local Water Supply Enhancement Study. Time is of the essence to move forward with solicitation for qualified consultants to perform this study and this effort sequences well with current progress on the aforementioned Regional Water Supply Resiliency Study. The goal of the Local Water Supply Enhancement Study is to identify, evaluate and then recommend the most feasible alternative(s) to developing additional local water supply for our Novato Service Area. A draft Request for

Proposal is attached and provided for input. Staff plans to finalize the RFP during the week of July 19, 2021.

DRAFT

July XX, 2021

To: Consultants

**RE: Request for Proposals (RFP) for NMWD's Local Water Supply  
Enhancement Study  
NMWD File 1.4057.00**

Dear Consultant:

The North Marin Water District (District) is soliciting proposals from qualified consultants with proven expertise and experience to evaluate feasible alternatives for expanding the District's local water supply resiliency in the Novato Service Area. Please submit an original plus three copies and an electronic version (in .pdf) of your proposal no later than 4:00 p.m. August XX, 2021 to:

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

For questions regarding this RFP, contact Drew McIntyre at [dmcintyre@nmwd.com](mailto:dmcintyre@nmwd.com); (415) 761-8912.

### **PROJECT SCHEDULE**

The tentative project schedule is as follows:

Issue Request for Proposals (RFP)	July 26, 2021
Proposals Due	August 19, 2021
Review/Evaluation of Proposals	August 23-31, 2021
Contract Negotiation	September 6, 2021 (week of)
Board Approval of Consultant	September 21, 2021
Initiation of the Work	September 30, 2021
Completion of Work (milestone)	Per approved Project Schedule

### **BACKGROUND**

The District provides water service to approximately 61,000 residents in the greater Novato area through 20,554 potable water service connections and 91 recycled water connections. Residential customers comprise approximately 82% of the District's customer base and consume approximately 80% of the water produced annually by the District. The District purchases approximately 75% of its Novato water supply from the Sonoma County Water Agency (Agency) with the balance derived from the District's Stafford Lake Reservoir and some recycled water.

## **District Water Supply**

### Stafford Lake – Local Source Provides up to 20-25% of the District's Supply

Stafford Lake lies four miles west of downtown Novato and collects the runoff from 8.3 square miles of watershed land adjacent to the upper reaches of Novato Creek. The lake has a surface area of 230 acres and holds 4,450 AF (acre-feet) (1,450 MG) of water. Water from Stafford Lake is fed into the 6 million gallons per day (mgd) treatment plant located just below the dam. In fiscal year's 2021, 2020 and 2019, 211 AF (69 MG), 2,105 AF (686 MG) and 1,740 AF (567 MG) respectively, was produced by the Stafford Lake Water Treatment Plant. Local production in Stafford Lake in FY21 was only 11% of the District's FY target due to dry year conditions.

### Russian River – Provides 75% of the District's Annual Supply

Russian River water originates from both the Eel River and the Russian River watersheds northeast of the City of Ukiah (Lake Mendocino) and west of Healdsburg (Lake Sonoma). Lake Mendocino's Coyote Dam impounds the Eel River diversions and winter runoff from the local watershed. Lake Sonoma's Warm Springs Dam impounds winter runoff from the Dry Creek and Warm Springs watersheds. Lakes Mendocino and Sonoma combined can store 367,500 acre-feet to meet the regions' water supply needs, which totaled 45,650 acre feet in fiscal year 2020. Releases from the lakes flow to a point about 10 miles upstream of Guerneville where six deep Ranney Collector wells collect river water that has been filtered through 60 to 90 feet of natural sand and gravel to perforated pipes located at the bottom of each well. The thick layer of sand and gravel through which the water must pass before reaching the intake pipes provides a highly-efficient, natural filtration process which, with chlorination treatment, produces a clear, potable, bacteria-free water. This water is then fed directly into the Agency's aqueduct system. During the fiscal years 2021, 2020 and 2019, the District received 7,875 AF (2,566 MG), 5,887 AF (1,918 MG) and 5,714 AF (1,862 MG) respectively, of Russian River water. The District has an agreement in place with the Agency to provide sufficient supply to meet the District's current and future water supply needs during normal, wet and previous dry year conditions. However, the Russian River watershed is in a severe drought. Both the Governor and County of Sonoma have declared a drought emergency for the Russian River watershed. The Governor's drought declaration emergency was recently updated to include Marin County as well.

In response to worsening drought conditions in the Russia River Watershed, the State Water Resources Control Board (SWRCB) issued an order in June that reduces minimum instream flow requirements in the lower Russian River from 85 cubic feet per second (cfs) to 35 cfs. The Temporary Urgency Change Order (TUCO) also requires that Sonoma Water and its water contractors (including NMWD) to reduce total diversions from the Russian River by 20% compared to the same period of 2020 from July 1 through mid-December. The order, issued at the request of the Sonoma County Water Agency (Sonoma Water), will allow the agency to preserve storage in Lake Sonoma, which is the primary source of drinking water for more than 600,000 people in Sonoma and Marin counties. If 2022 results in another severe dry year, further state mandates could result in diversion reductions mandates as high as 30-40% from the Russian River.

Recycled Water – Provides up to 8% of the District’s Annual Supply

The District has significantly expanded recycled water since 2012 to increase sustainable local water supply reliability in Novato. NMWD designed and constructed new recycled water pipelines in each of the three Novato Zone 1 service areas to deliver Title 22, Disinfected Tertiary recycled water to the maximum number of large users possible. The District purchases recycled water from Novato Sanitary District and Las Gallinas Valley Sanitary District before storage and distribution to NMWD’s North, Central, and South Service Areas of Novato and currently has 92 connections, including large landscape commercial and institutional customers as well as 3 car washes, and makes up approximately 8 percent of Novato’s water supply.

A tabulation of historical water use and population is provided in the following table.

Year	Potable Water Use (AFY)	Potable Non-Revenue Water (AFY)	Recycled Water Use (AFY)	Total Water Use (AFY)	Service Area Population	Per Capita Potable Water Use (GPCD)	Per Capita Total Water Use (GPCD)
2004	11,233	473	--	11,705	57,180	183	183
2005	10,210	-254	--	9,955	57,848	154	154
2006	10,604	738	--	11,342	58,363	173	173
2007	10,214	324	160	10,698	58,878	160	162
2008	10,505	588	242	11,335	59,393	167	170
2009	9,273	-114	214	9,373	59,908	136	140
2010	8,479	-231	159	8,407	59,861	123	125
2011	8,275	519	159	8,952	60,119	130	133
2012	9,083	796	184	10,063	60,377	146	149
2013	9,398	670	420	10,489	60,635	148	154
2014	8,064	279	453	8,796	60,893	122	129
2015	6,923	54	452	7,429	61,381	101	108
2016	7,085	242	415	7,743	61,386	106	113
2017	7,666	193	458	8,317	61,470	114	121
2018	7,774	124	592	8,491	61,616	114	123
2019	7,864	407	578	8,849	61,637	120	128

**REQUESTED SCOPE OF SERVICES**

Requested scope of services would include, but not be limited to the following:

Task 1 – Introductory Research

A. Meet with District staff for a general orientation and introduction to the District’s water supply.

- B. Review relevant technical and planning documents, including but not limited to:
1. SCWA's progress reports on Jacob's ongoing Regional Water Supply Resiliency Study
  2. NMWD's 2020 Urban Water Management Plan
  3. SCWA's 2020 Urban Water Management Plan
  4. Stafford Treatment Plant Efficiency Study – June 2019
  5. NMWD's Title 22 Tertiary Recycled Water Treatment Facilities Engineering Report – August 2011
  6. Stafford Dam Flood Control and Spillway Project Design Report – April 1985
  7. Stafford Lake Sediment Survey - 2011
  8. Old Novato Wells Abandonment Study – June 2010
- C. Participate in a tour of District water supply, treatment, conveyance, and distribution and recycling facilities
- D. Meet with staff to confirm understanding of primary water supply issues and refine work items as necessary to focus the work effort, and as necessary during the project.

Task 2 – Develop alternatives for additional water supply through the evaluation of at least five feasible alternatives including, but not limited to:

1. Reclaimed water system expansion including consideration of indirect potable water use options
2. Capture, treatment and reuse of Stafford Treatment Plant solids thickening reject water that is discharged to Novato Sanitary District for treatment
3. Capture and Conveyance of Stormwater into Stafford Lake from nearby watersheds such as Bowman Canyon.
4. Increasing Stafford Lake water storage capacity by raising Stafford Lake water surface elevation three feet by using an adjustable gate in the existing “notched” spillway and/or sediment removal.
5. Aquifer storage recovery (ASR) in the “Novato Basin” aquifer through a well during times when water is available and recovery of the water from the well during times when it is needed. The water sources used for ASR could include SCWA potable water, reclaimed water, or stormwater.

Task 3 – Fully evaluate each alternative's benefits and challenges with respect to the following criteria:

1. Cost
2. Hazard/Risk Analysis
3. Water Chemistry Challenges
4. Revenue Impacts
5. Water Quality/Treatability
6. Permitting and Regulations
7. Public Education/Acceptance

This task includes the refinement and revision of the above proposed ranking criteria as applicable, and actual ranking of all the alternatives. The task also includes the development of a draft technical memorandum describing the alternatives, the ranking criteria, and the ranking of each. The following meetings shall be included in this task:

- Meeting with District staff to review the ranking criteria
- Meeting with District staff to review overall scoring/ranking of the alternatives

Task 4 – Provide a recommended alternative(s) to developing additional water supply and an implementation plan for said recommendation(s).

Deliverable: Technical Report (draft and final)

### **PROPOSAL FORMAT**

The proposal shall contain the following information:

- A. Firm Qualifications and Experience: Itemize and briefly describe similar work successfully completed by your firm. Include a list of significant, similar projects completed by the firm(s) within the last 5-10 years. For each project, provide a brief description of its relevancy to the Districts project. Include names and phone numbers of client contacts.
- B. Project Team Organization: Identify the project team members and discuss the roles and experience of the project manager and key support personnel. Include any subconsultants required for the project.
- C. Approach: Provide a description of the project approach and a narrative description for each scope of work task. Please include detailed information on your approach to addressing the benefits and challenges criteria and other evaluation criteria that your firm believes should be included
- D. Schedule: Provide available starting date, key milestones and project completion date.
- E. Labor Hours: Provide a listing of estimated labor hours by job classification and identification of any subconsultant hours.
- F. Standard Rate Schedule: Provide your firm's standard rate schedule including hourly rates for each person assigned to this project and any other applicable direct costs such as mileage and travel expenses.
- G. Insurance and Contract Compliance: Provide acknowledgement that your firm can comply with the District's standard insurance requirements as outlined below, and is able to sign the District's standard Agreement for Consulting Services (see attached)

### **SELECTION PROCESS**

The proposal will be evaluated by the District selection committee. Selection criteria will include experience of firm's program manager and proposed team, success on recent projects, understanding and approach to this project, proposed scope of work, proposed project labor hours, and ability to comply with the District's insurance requirements, and client references.

The District will use the following Selection Criteria and Scoring:

Personnel Qualifications                      20

Experience of the Team	20
Project Approach	25
Project Schedule	15
Labor Hours and Rates	15
<u>Contract Compliance</u>	<u>5</u>
Total Possible Score	100

The District intends to select a qualified firm to enter into negotiations for the project based on evaluations of the proposal. The final scope of work and budget estimate will be negotiated with the consultant and presented to the District Board of Directors for approval. Should negotiations between the selected consultant and the District not be finalized, the second highest ranked firm will be invited to enter into negotiations.

The District will not pay any costs incurred by the interested firms in preparing or submitting a proposal. The District reserves the right to modify, or cancel, in part or its entirety, this RFP. The District reserves the right to reject any and all proposals, to waive defects or informalities, and to offer to contract with any firm in response to the RFP. This RFP does not constitute any form of offer to contract. All proposals shall become the property of the District upon submittal. Any proprietary information contained in the proposal shall be clearly indicated.

### **INSURANCE**

The consultant, and its subconsultants, if any, shall purchase and maintain the following insurance:

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

The insurance company shall be an admitted carrier in the State of California with an A.M. Best rating of A:VII or better. The insurance policies shall indemnify the North Marin Water District and shall name the District as an additional insured. The successful proposer shall submit proof of insurance to the District as required above prior to issuance of a contract.

Sincerely,

Drew McIntyre,

General Manager

Enclosure(s):

Agreement for Consulting Services (template)

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## Item #12

\*DRAFT Minutes of Technical Advisory Committee  
Virtual Meeting – No Physical Location  
June 7, 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  
Lucy Croy, Marin Municipal Water District

Staff: Grant Davis, SCWA  
Pam Jeane, SCWA  
Jay Jasperse, SCWA  
Steven Hancock, SCWA  
Paul Piazza, SCWA  
Brad Sherwood, SCWA  
Barry Dugan, SCWA  
Lynne Rosselli, SCWA  
Michael Thompson, SCWA  
Colin Close, City of Santa Rosa  
Peter Martin, City of Santa Rosa  
Claire Nordlie, City of Santa Rosa  
Sandi Potter, Town of Windsor  
Ben Horenstein, Marin Municipal Water District  
Tony Williams, NMWD

Public Attendees: Bob Anderson, United Wine Growers  
David Keller, FOER  
Brenda Adelman, RRWPC  
Evan Jacobs, California American Water  
ejanzen

1. Check-in  
Drew McIntyre, TAC Chair, called the meeting to order at 9:03 a.m.
2. Public Comments  
Brenda Adelman saw the presentation on drought by Grant Davis and Don Seymour but there was no mention of impacts to the lower Russian River. She expressed concern about flows going from 85 cfs to 35 cfs at Hacienda She stated there is still water in Lake Sonoma and feels there hasn't been adequate analysis as to why more water can't be sent down the lower Russian River.

No public voicemail or email comments were received

3. Election of TAC Leadership

Drew McIntyre- Elect TAC Leadership. Motion was made by Colleen Ferguson, City of Sonoma to reaffirm existing TAC leadership, seconded by Kent Carothers, City of Petaluma; unanimously approved appointing Drew McIntyre, North Marin Water District, the TAC Chair and Jennifer Burke, City of Santa Rosa, the TAC Vice Chair for the full two-year term.

No public voicemail or email comments were received.

4. Water Supply Conditions and TUCP Update

Pam Jeane, SCWA. Comment period for the Temporary Urgency Change Petition (TUCP) ended June 2, 2021. Many comments were received, and State Water Board staff are working on incorporating the comments. They also received comments from individuals and resource agencies. The Temporary Urgency Change Order (TUCO) is expected by week ending June 12, 2021. Lake Mendocino, as of Saturday June 5<sup>th</sup>, was at 34,391 acre ft. Projections were done for Lake Mendocino storage to have 20,000 acre ft in the reservoir in October this year and at this time projections indicate Lake Mendocino will be several acre ft above that. Lake Mendocino is in bad condition and it is where it should be at the end of the season. Changing stream flow requirements will not save the reservoirs alone, there will have to be substantial changes in use patterns. The State Water Board is aware of the situation and are working on an emergency regulation to help them have more tools regarding water rights. They have asked those that support this regulation to show their support by attending the State Water Board meeting June 15. Lake Sonoma storage is at the lowest it has been since it was filled in 1986. It is currently at 137,804 acre ft. Sonoma Water is concerned about Lake Sonoma based on projections and looking ahead if there is another dry fall and winter.

Public comment: Brenda Adelman, RRWPC. She has been watching the levels go down faster than usual. Contractors are doing a lot of work gearing up on conservation, but it seemed like in 2014 there was a lot more being done at this time than what she is seeing lately. She stated that saving the fish in one part of the river in Dry Creek and killing them in another is ridiculous. She doesn't feel she's seen enough in conservation efforts, programs like cash for grass. Drew McIntyre, NMWD noted that water diversions to the retail contractors are down almost 30% than what they were over 10 years ago so there has been a significant reduction in river diversions.

Public Comment: David Keller, FOER. After reviewing the Draft Order, he asked State Water Board staff what the enforcement in the upper Russian River is. He was told the State Water Board has only funded 20 enforcement positions in the entire state and was not optimistic that enforcement staff will be there for the diverters on the upper and middle Russian River that are not permitted or licensed. David Keller asked if Sonoma Water can assist in identifying where losses are happening that are not being reported to the State Water Board to help Lake Mendocino storage levels. Pam Jeane stated they have talked to the State Water Board regarding this. They anticipate one item in the Order will be some analysis by reach between the gages. When asked a question on other water users instituting mandatory curtailment of deliveries for their customers, Pam Jeane shared that at least one district has implemented reductions.

Public comment: Evan Jacobs, Cal American Water. They did file for mandatory conservation measures with their Geyserville System and have a public hearing June 17 on the order.

Public comment Bob Anderson. Rate payer in City of Healdsburg and was sent notice they are requiring mandatory 20% conservation.

No public voicemail or email comments were received.

5. Sonoma Marin Saving Water Partnership

a. Approve New Member- City of Cloverdale

Drew McIntyre, North Marin Water District. Refer to handout. Paul Piazza provided an overview of the Water Conservation Subcommittee's recommendation on this item. Moved by Jennifer Burke, City of Santa Rosa, seconded by Mary Grace Pawson, City of Rohnert Park; unanimously approved City of Cloverdale to become a member of the Sonoma Marin Water Saving Partnership.  
No public comments.

- b. 2020 Water Production Relative to 2013 Benchmark  
Drew McIntyre, North Marin Water District. Refer to handout. Water use year to date is down 8% compared to the 2013 benchmark. No public comments.
  
- c. Drought Outreach Messaging and TUCO Term 9 Reporting  
Paul Piazza, SCWA. They have completed 3 of the monthly reports required for Term 9 of the current TUCO that was initiated back in January. The Partnership is showing just under 4 million gallons in water saving from the programmatic measures the Partnership has implanted in the last 3 months. All the partners have very robust water conservation programs including Cash for Grass that are ongoing and very active. In terms of outreach, the Partnership is trying to get the word out about the regional "Drought Drop By" event and have spent hundreds of thousands of dollars on outreach and drought kits. "Drought is here, Save Water" is the current messaging. Sonoma Water is looking into additional outreach in the near future ie: events, lawn signs, banners, billboards etc. No public comments.

6. Biological Opinion Status Update

Pam Jeanne, SCWA. Refer to handout.

Fish Flow Project: Staff continues to do a lot of work on the project. Videos that were viewed at the last Public Policy facilitating committee meeting can be viewed on their website. Additional information on the Russian River and the fish life cycle etc is also available on the website.

Dry Creek Habitat Enhancement: A contractor is on site this year to finish up two remaining projects as part of Phase III. Hanford has submitted their master schedule and weekly construction planning meetings have begun. They are starting work outside of the stream and are staging their equipment now.

Phase IV-VI: Phase IV, Interfluvé has completed the design and comments and the Corps is reviewing changes to Right of Way agreements that were requested by the property owners. Construction will most likely not start until next year. Phase V, ESA has completed the 99% design and construction is scheduled to begin in 2023. Phase VI, Cardno is addressing comments for the 99% designs and construction is not scheduled until 2024.

Fish monitoring: There were 7 downstream monitoring traps out this year but due to low river flows from the drought, the traps are not operating. Staff did have to pull the traps and stop the monitoring earlier than normal. The good news is they had robust numbers of Chinook salmon smolts and steelhead.

Russian River Estuary Management: Several closures and self breaches already this year. Closures can happen at this time of year until mid-summer when closure opportunities are not as good. They have submitted the 2021 Adaptive Management Plan to the Resource Agency for review and expect to finalize it this month.

Interim Flow changes: Sonoma Water filed a TUCP in January and was approved in February. Applies only to minimum flow requirements in the upper Russian River and the impact to Lake Mendocino. It is still in place and will be replaced if a new Order is issued this week. The petition in May addresses both Upper Russian River and Lower Russian River flows. Sonoma Water committed to a 20% reduction in diversion from July through October compared to last year.

Public Comment Brenda Adelman, RRWPC: One thing that happens at the lower river there starts to be a disconnect between the river and the tributaries where the fish like to come and go. This is a serious problem, and Ms. Adelman asked if NMFS expressed any concerns about this situation. She hasn't heard of any suggestions of how to address it.

No public voicemail or email comments were received.

7. Potter Valley Project Update

Pam Jeanne, SCWA. Trying to find money, hoping some State money will come from a revised State budget. PG&E did file a variance request with FERC, essentially reducing the diversions to the Russian River significantly. The variance was conditionally approved by FERC and PG&E started implementing it. FERC also opened a public comment period on the variance request and if anyone wants to comment or intervene, they would have needed to file a letter by last week. Comment letters and notices of interventions have been filed. No public comments.

8. Regional Water Supply Resiliency Study Update

Jay Jasperse, SCWA. Summarized that the project is intended to collectively look at combined assets and resources such as pipelines, reservoirs, groundwater basins etc. The study is intended to apply stress tests to the system including drought and seismic factors. The goals are to increase our overall water supply resiliency. The model should be completed by the end of June and will move forward with assessing the impacts of drought. No public comments.

9. Items for Special TAC Meeting July 12, 2021

Update on the Temporary Urgency Change Order  
Presentation on SCWA Capital Improvement Projects  
No public comments

10. Check Out

Meeting adjourned at 10:39am.

13

# North Bay Watershed Association

## Board Meeting - Agenda

July 9, 2021 | 9:30 – 11:30 a.m.

IN ACCORDANCE WITH THE GOVERNOR'S EXECUTIVE ORDERS N-25-20 AND N-29-20 WHICH SUSPENDS CERTAIN REQUIREMENTS OF THE BROWN ACT, THIS MEETING WILL BE HELD VIRTUALLY VIA REMOTE CONFERENCING SERVICE — NO PHYSICAL MEETING LOCATION

### Zoom Webinar:

<https://us02web.zoom.us/j/81908052488?pwd=eGtocHlnUFNld2FvSlcrbkNnS0xVUT09>

Webinar ID: 819 0805 2488 Password: 844545

Agenda and materials will be available the day of the meeting at:  
[www.nbwatershed.org](http://www.nbwatershed.org)

### AGENDA

Time	Agenda Item	Proposed Action
9:30	<b>Welcome and Call to Order – Roll Call and Introductions</b> <i>Jack Gibson, Chair</i>	<i>N/A</i>
9:35	<b>General Public Comments</b> This time is reserved for the public to address the Committee about matters NOT on the agenda and within the jurisdiction of the Committee.	<i>N/A</i>
9:40	<b>Agenda and Past Meeting Minutes Review</b> <i>Jack Gibson, Chair</i>	<i>Approve</i>
9:45	<b>Treasure's Report</b> <i>Jack Gibson, Chair</i>	<i>Accept</i>
9:50	<b>Guest Presentation—Earth, Wind, Fire, and Water: A paradigm shift that calls for a new proactive collaboration to protect our communities from wildfire by strategically restoring and managing our watershed lands and resources</b> <i>Mark Brown, Executive Officer, Marin Wildfire Prevention Authority</i> Mark will provide an overview of the MWPA and its core programs for wildfire prevention, and how these initiatives can go hand in hand with watershed protection efforts: planning for and mitigating massive wildfires by restoring our lands and preserving our precious watershed resources in the face of climate change.	<i>Presentation</i>

10:50	<p><b>Executive Director Report and Agenda Items for Future Meetings</b>  <i>Andy Rodgers, Executive Director</i></p> <p>Andy will provide an update on active projects, communications, committees, activities, and developing initiatives since the June 4 Board meeting. Andy will outline ideas for next and future Board meeting topics and solicit feedback.</p>	<i>Questions/input</i>
11:00	<p><b>Board Information Exchange and Drought Updates</b>  <i>Members</i></p> <p>Members will highlight issues and share items of interest.</p>	N/A
11:30	<p><b>Announcements/Adjourn</b>  <b>Next Board Meeting: September 10, 2021</b></p>	N/A

**14**

**DISBURSEMENTS - DATED JUNE 24, 2021**

Date Prepared 6/22/21

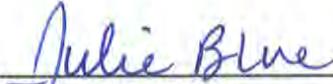
The following demands made against the District are listed for approval and authorization for payment in accordance with Section 31302 of the California Water Code, being a part of the California Water District Law:

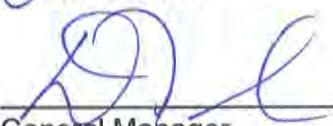
Seq	Payable To	For	Amount
P/R*	Employees	Net Payroll PPE 6/15/21	\$151,966.19
00000*	Internal Revenue Service	Federal & FICA Taxes PPE 6/15/21	69,167.52
00000*	State of California	State Taxes & SDI PPE 6/15/21	15,619.55
00000*	CalPERS	Pension Contribution PPE 6/15/21	39,387.41
00000*	CalPERS	July Health Insurance Premium (Employer \$47,909, Retirees \$12,165 & Employee Contribution \$10,371)	\$70,445.24
1	Alpha Analytical	Lab Testing	2,200.00
2	Amazon	Phone Case (\$32), Buoys for STP (\$87), Grips for Vac (\$97), Envelopes (500) (Eng) (\$35), Whiteboard for Construction (\$25), Safety Gloves (2,500) (\$838), Batteries for Chlorine Gas Monitors (STP) (\$43) & Laptop Case for E/M (\$28)	1,184.30
3	ARB Inc	Refund Deposit Less Water Loads and Close Out Account	85.00
4	AT&T	Leased Lines	66.68
5	Bank of Marin	Bank of Marin Loan Principal & Interest (Pymt 116 of 240) Aqueduct Energy Efficiency Project	46,066.67
6	Boucher Law	April Labor & Employment Law	625.00
7	Comcast	June Internet Connection	144.92
8	Core Utilities, Inc	Consulting Services: May IT Support (\$6,000), IT/SCADA Support for W.M. (\$975), Novato/Radio Cell (\$200), & RWF (\$150), CORE & Billing Maintenance (\$600) & Virtual Board Meeting Assistance (\$425)	8,350.00
9	Cummings Trucking	Delivery of Rock (\$735) & Sand (\$1,050)	1,785.00
10	Dell Computers	Replacement PC (Solar)	1,037.60

Seq	Payable To	For	Amount
11	Diesel Direct West	Diesel (644 gal) (\$2,478) & Gasoline (1,200 gal) (\$4,492)	6,969.98
12	Friedman's Home Improvement	Extension Cord (100')	199.18
13	Frost, Nancy	Novato "Water Smart Landscape Efficiency"	182.00
14	Grainger	Miscellaneous Maintenance Tools & Supplies	1,802.18
15		Vision Reimbursement	245.00
16	InfoSend, Inc.	May Processing Fees for Water Bills (\$1,314), Postage (\$3,638) & May Monthly Support Fee (\$763)	5,715.05
17	International Dioxide Inc	Parts for Chlorine Dioxide Generator (STP)	835.23
18	Kaiser Foundation Health Plan	DMV/DOT (\$115) & Pre-Employment Physicals (\$65)	180.00
19	Kiosk Creative LLC	Prog Pymt#23: Implement District Directed Communication Action (Balance Remaining on Contract \$10,501)	2,718.50
20	Klee, Amy	Novato "Washer Rebate" Program	100.00
21	Kurfirst, Eric	Exp Reimb: Hotel for Backflow Class in Sacramento on 6/24-6/25	320.32
22	Lemos, James	Exp Reimb: Hotel for Backflow Class in Sacramento on 6/24-6/25	320.32
23	Lincoln Life	Deferred Compensation PPE 6/15/21	8,704.69
24	County of Marin	Encroachment Permit (277 Alameda De La Loma)	448.54
25	Maselli & Sons	Parts for O.M. Pump Station	237.45
26	Minuteman Press	Recycled Water Vinyl Decals (125)	554.34
27	Nationwide Retirement Solution	Deferred Compensation PPE 6/15/21	1,020.00
28	Pape Machinery Inc.	Parts for Loader	1,861.81
29	Parkinson Accounting Systems	Accounting Software Support	292.50
30	PG&E	Closing Energy Bill for District Apartment	17.23

Seq	Payable To	For	Amount
31	Point Reyes Light	Legal Notices: Proposed Rate Increases for O.M. (6/3 & 6/10)	489.00
32	Point Reyes Prop Mgmt Assn	June HOA Fees (25 Giacomini Rd)	75.05
33		Vision Reimbursement	180.00
34	Smith, Charles	Refund of Deposit/New Development/WC Restriction-Novato	1,000.00
35	Sonoma County Water Agency	April Contract Water (\$644,703) & Backfed Water (\$18,699)	663,402.63
36	SPG Solar	May Energy Delivered Under Solar Services Agreement	16,829.13
37	State Water Resources Control	D3 Certification Fee (Simpson) (\$90) & D4 Certification Fee (Garrett) (\$105)	195.00
38	Syar Industries Inc	Sand (23 tons)	926.13
39	Takahashi, Valmer	Novato "Pool Cover Rebate" Program	75.00
40	Tamagno Green Products	Sludge Removal @ STP (15 yds)	525.00
41	Township Building Services	May Janitorial Service	2,035.48
42	TPx Communications	June Telephone Charges	898.60
43	White & Prescott	Prog Pymt#29: Hancock Quitclaim (Balance Remaining on Contract \$65,785)	225.00
44	Wine Country Balance	Annual Analytical Balance Calibration (Lab)	499.00
		<b>TOTAL DISBURSEMENTS</b>	<b><u>\$1,128,210.42</u></b>

The foregoing payroll and accounts payable vouchers totaling \$1,128,210.42 are hereby approved and authorized for payment.


6/21/21  
 \_\_\_\_\_  
 Auditor-Controller Date


6/21/21  
 \_\_\_\_\_  
 General Manager Date

## DISBURSEMENTS - DATED JULY 1, 2021

Date Prepared 6/29/21

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
*90394	US Bank Card	AWWA-Cross Connection Certification Renewal (Kurfirfirst) (\$100), Sympathy Flowers for Employee (\$45), Zoom for Board Meetings & Upgrade (\$68), Bluebeam Software User License (Eng) (\$449), Costco-Bottled Water for Construction (\$390) & Gate Remotes (10) (\$359)	\$1,412.06
1	All Star Rents	Propane (20 gal) (STP)	85.28
2	Alpha Analytical Labs	Lab Testing	90.00
3	American Family Life Ins	June AFLAC Employee Paid Benefit	3,085.53
4	Arrow Benefits Group	June Dental Admin Fee	259.90
5	Asbury Environmental Services	Used Oil Filter Disposal	140.00
6	Associated Right of Way Services	Prog Pymt#8: Right of Way Real Estate Services for Gallagher Well #2 (Balance Remaining on Contract \$40,204)	2,171.25
7	AT&T	June Internet Connection	90.25
8	Ayala, Marina	Refund Overpayment on Closed Account	72.67
9	Backflow Distributors	Freezer Bags for Backflows (4)	468.09
10	Bay Alarm Company	Quarterly Fire Alarm Monitoring Fee (STP) (7/121-10/121)	338.19
11	Buck's Saw Service	Trimmer Line & Oil for B/G	86.65
12	Corda, Jeff	Exp Reimb: Safety Boots	194.85
13		Vision Reimbursement	184.00
14	Draeger Inc	Fit Testing for K-Cart Escape Bottles (STP)	588.00
15	Electrical Equipment Co	Parts for STP Aerators	1,301.74

Seq	Payable To	For	Amount
16	Energy Systems	Repairs for O.M. Generator (Balance Remaining on Contract \$8,848)	1,152.50
17	Environmental Science Assoc	Prog Pymt#10: San Mateo Tank Permitting Assistance (Balance Remaining on Contract \$27,607)	350.00
18	Evoqua Water Technologies LLC	Service on Deionization System (Lab)	296.71
19	Fishman Supply Co	Lens Wipes (400), Brief Relief Urine Bags (3,000) (\$82), Sunscreen Pouches (100) & Ibuprofen (1,000) (\$104)	277.37
20	Frost, Nancy	Novato "Washer Rebate" Program	100.00
21	GHD Inc.	Prog Pymt#6: Old Ranch Road Tank No.2 Design Services (Balance Remaining on Contract \$12,031)	3,722.28
22	Grainger	Splices for Generator (\$91), Breakers for PRE 4A (\$98) & Miscellaneous Maintenance Tools & Supplies (\$132)	321.06
23	Hach Co.	Reagent Set (STP)	319.74
24	Holton, Nancy	Exp Reimb: Office Supplies Due to Working Remotely	77.73
25	Home Depot	Parts for PRE 4C (\$76) & PVC Conduit (20) (\$257)	332.91
26	Irish & Son Welding	Welding Services (Miwok Center)	1,485.00
27	James, Laura	Novato "Water Smart Landscape Efficiency" Residential (\$125) & Novato "Cash for Grass" Program (\$400)	524.83
28	Kiosk Creative LLC	West Marin Waterline Newsletter (Spring 2021)	1,605.00
29	Kurfirst, Eric	Exp Reimb: Meals While at Backflow Class in Sacramento	147.24
30	Lemos, James	Exp Reimb: Meals While at Backflow Class in Sacramento	122.99
31	Marin Pool Service	Refund Security Deposit on Hydrant Meter Less Final Bill	635.49
32	McMaster-Carr Supply Co	Parts for O.M. Generator Propane Tank	482.39

Seq	Payable To	For	Amount
33	McNear, Mary E.	Novato "Pool Cover" Rebate Program	75.00
34	Mutual of Omaha	July Group Life Insurance Premium	972.25
35	Network Adjusters, Inc.	Claim Settlement (Simran Bentel)	4,817.27
36	Office Depot	Office Supplies	106.42
37	O'Reilly Auto Parts	Car Wash/Cleaner for Fleet	256.75
38	Pace Supply	Elbows (14) (\$130), Bushings (43) (\$151), Nipples (10) (\$124), Couplings (2) (\$255), Valves (2) (\$181), Tape (100) (\$585), Meter Washers (413) (\$110), Bolt Set (2), Rubber Ring Gaskets (2), Ball Valve (\$149), PVC Flanges (2) & Clamps (4) (\$146)	1,883.97
39	Pape Machinery Inc.	Front Drive Parts for Loader	1,908.81
40	Preferred Alliance, Inc.	Pre-Employment Physical (McDonald)	42.00
41	Rough, Carol	Novato "Toilet Rebate" Program	200.00
42	Sage Software Inc	Accounting Software Fixed Assets (Budget \$900) (7/21-7/22)	1,072.00
43	United Rentals	Misc Repair Parts for Bomag Compactor	736.50
44	US Bank	May Safekeeping Treasury Securities	62.25
45	VWR International LLC	Brilliant Green Broth (\$148), Lauryl Tryptose Broth (\$177) & Ampules (40) (\$95) (Lab)	418.59
		<b>TOTAL DISBURSEMENTS</b>	<b><u>\$35,073.51</u></b>

The foregoing payroll and accounts payable vouchers totaling \$35,073.51 are hereby approved and authorized for payment.

 \_\_\_\_\_  
Auditor-Controller Date 06/29/21

 \_\_\_\_\_  
General Manager Date 6/29/21  
*ACTING*

## DISBURSEMENTS - DATED JULY 8, 2021

Date Prepared 7/6/21

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 6/30/21	\$153,339.37
00000*	Internal Revenue Service	Federal & FICA Taxes PPE 6/30/21	69,329.23
90396*	State of California	State Taxes & SDI PPE 6/30/21	15,463.01
90395*	CalPERS	Pension Contribution PPE 6/30/21	38,936.09
1	All-American Printing Services	Customer Service Questionnaires (600)	243.58
2	All Star Rents	Propane (24 gal)	103.03
3	AT&T	Telephone (\$71), Fax (\$89), Leased Lines (\$142) & Data (\$286)	588.46
4	Bold & Polisner	June Legal Fees - General (\$9,621) & Potter Valley FERC - NMWD Portion (\$518)	10,138.75
5	Borges & Mahoney	Sensor for STP Chlorine Analyzer	184.14
6	Boucher Law	Labor & Employment Law Matters - May 2021	2,050.00
7	Buck's Saw Service	Harness and Gas Can for Weed Wackers (\$146) & Chain for Chain Saw	176.55
8	Building Supply Center	Misc Maintenance Supplies (PRTP)	20.97
9	Chandrasekera, Carmela	Retiree Exp Reimb (July Health Ins)	1,063.97
10	ChromaGraphics	W.M. Spring Waterline (823)	1,528.31
11	Cilia, Joseph	Retiree Exp Reimb (July Health Ins)	372.37
12	Cla-Val	Regulator for Center Rd (\$2,339) & Parts, Labor & Service on Black Point Regulator Station (\$3,193)	5,531.97
13	Cole-Parmer Instrument	Peristaltic Pump Tubing for IC Auto Sampler (Lab)	256.21
14	Consolidated CM	Prog Pymt#1: Construction Management Services for NMWD Building Renovation (Balance Remaining on Contract \$167,945)	11,055.00

Seq	Payable To	For	Amount
15	DataTree	June Subscription to Parcel Data Info	100.00
16	Diesel Direct West	Diesel (702 gals) (\$2,930) & Gasoline (933 gals) (\$3,727)	6,656.99
17	Direct Line Inc	July Telephone Answering Service	237.75
18	Durkin Signs & Graphics	Magnetic Signs ("Frequent Stops") (FSRs) (4)	386.26
19	EKI Environment & Water, Inc.	Prog Pymt#7: Prepare 2020 Urban Water Management Plan Update (Balance Remaining on Contract \$2,674)	7,702.24
20	Electrical Equipment Co	Electrical Panel Keys (5) & Breaker for STP Aerators (\$557)	608.54
21	Enterprise FM Trust	Monthly Leases for Chevy Colorado, F250's (2), Nissan Rouges (2), Nissan Frontier & F150's (4)	5,040.54
22	Environmental Collaborative	Prog Pymt#3: Biological Monitoring San Mateo Tank Project (Balance Remaining on Contract \$26,405)	1,684.80
23	ETS	Prog Pymt#3: Provide Environmental Testing Services on Fill Materials (Hamilton Village) (Balance Remaining on Contract \$305)	550.00
24	Fishman Supply Co	Sunscreen Pouches (150)	90.00
25	Fisher Scientific	Liquid Detergent Dispenser (Glassware Washer) (\$742) & Chlorine Reagent (Lab)	769.60
26	Flume Water	Smart Home Water Monitors (5)	761.25
27	Arthur J. Gallagher & Co	FY22 Cyber Liability Insurance	4,972.00
28	Goodwin, Linda	Refund Overpayment on Closed Account	101.64
29	Grainger	Miscellaneous Maintenance Tools & Supplies	1,348.44
30	Guerrero Fencing Inc.	Mowing Services at Various NMWD Sites	7,050.00
31	Harrington Industrial Plastics	Parts for Chlorine Dioxide Generator (STP) (\$4,158), Booster Pump Replacement (\$620), Spare Injection Pump & Rebuild Kit for PRE#1 (\$787), Chlorine Drum Pump (\$1,308) & Tubing (200')	7,054.77
32	Holton, Nancy	Exp Reimb: Snacks for Inventory	109.67
33		Vision Reimbursement	208.79

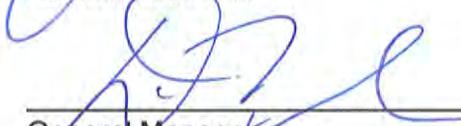
Seq	Payable To	For	Amount
34	Idexx Laboratories	6 Mos Supply of Coliform Testing Media (Lab)	3,273.56
35	Intellaprint Systems	Ink Cartridges for Engineering Plotter (3)	500.18
36	International Tank & Pipe Co.	Inspection of Redwood Tanks	7,590.00
37	International Dioxide Inc	Parts & Service on Chlorine Dioxide Generator (STP)	4,992.58
38	Jackson, David	Retiree Exp Reimb (July Health Ins)	1,063.97
39	KP Promotions	Uniforms - Reissue Check Lost in Mail	205.35
40	Latanyshyn, Roman	Retiree Exp Reimb (July Health Ins)	372.37
41	LeBrun, Kent	Exp Reimb: Safety Boots	147.56
42	Lemos, Kerry	Retiree Exp Reimb (July Health Ins)	1,063.97
43	Lincoln Life Employer Serv	Deferred Compensation PPE 6/30/21	8,791.09
44	Manzoni, Alicia	Retiree Exp Reimb (July Health Ins)	1,063.97
45	Marin County Tax Collector	FY22 Possessory Interest Tax Bill (25 Giacomini Rd) (7/1/21-6/30/22)	614.63
46	McMaster-Carr Supply Co	Suction Hoses (34') (\$654) & Control Valves (Lynwood Alternator)	766.65
47	Michael Baker International	Prog Pymt#10: Engineering Services-Prepare Additional Inundation Map & EAP for Stafford Dam (Balance Remaining on Contract \$4,215)	686.00
48	Miller Pacific Engineering	Prog Pymt#17: PRE Tank 4A Project (Balance Remaining on Contract \$74,741)	736.50
49	Nationwide Retirement Solution	Deferred Compensation PPE 6/30/21	1,020.00
50	Novato Sanitary District	March 2021 RW Operating Expense	11,845.59
51	Office Depot	Office Supplies	681.97
52	Pace Supply	Parts for Hamilton Village Project (\$18,029), Clamps (4), Bushings (4), Flanges (2), Plug, Meter Stops (7) (\$518), Gaskets (12) & Elbows (17) (\$828)	19,680.27
53	Pape Machinery Inc.	Service Parts ('15 JD Skip Loader)	455.99
54	Parkinson Accounting Systems	Annual Maintenance on Accounting Software (8/1/21-7/31/22) (Budget \$7,600)	7,345.00
55	Pacific Gas & Electric Co	Power: Other (\$196) & Pumping (\$3,422)	3,617.93

Seq	Payable To	For	Amount
56	Prunuske Chatham Inc	Prog Pymt#10: Leveroni Creek Embankment Repair (Balance Remaining on Contract \$16,720)	1,872.50
57	PumpMan Norcal	Labor to Replace STP HS P1 Motor	2,142.00
58	R & B Company	Couplings (63)	932.89
59	Red Wing Shoe Store	Safety Boots (Gibbs, Garrett, McDonald, Bynum & Ponikvar-Dolney)	996.64
60	Rothkop, Alan & Kathie	Refund Overpayment on Closed Account	105.83
61	Scardina, Robert	Refund Overpayment on Closed Account	422.76
62	Scott Technology Group	Monthly Maintenance on Engineering Copier (6/21/21-7/20/21) (\$183) & Contract Overage Charge	185.74
63	SCP Science	Nitrate (Lab)	92.87
64	Soiland Co., Inc.	Asphalt Recycling (21 tons) (\$322) & Rock (16 yds) (\$491)	813.37
65	South Bay Foundry	Valve Caps (47) - Reissue Check Lost in Mail	1,172.53
66	S-Scapes (Michael Steiner)	Annual Backflow Testing	7,080.00
67	Staples Business Credit	Office Supplies	39.83
68	State Water Resources Control	D3 Certification Renewal (Clark) (Budget \$90)	90.00
69	Syar Industries Inc	EZ Street Asphalt (6 tons)	1,018.49
70	Team Ghilotti Inc.	Prog Pymt#1: 6" AC Pipeline Replacement - Glen Rd (Balance Remaining on Contract \$258,736)	156,980.45
71	Thatcher Company	Chlorine (4,000 lbs) (STP)	1,842.00
72	Township Building Services	June Janitorial Services	2,035.48
73	Van Bebber Bros	Wear Plates ('15 JD Skip Loader)	228.02
74	Van Midde & Sons Concrete	Labor & Materials to Repair Stamped Concrete on Ganey Ct	19,340.00
75	Verizon Wireless	Cellular Charges: Data (\$1,184), Airtime (\$99) & iPads for Asset Management (\$200)	1,482.79

Seq	Payable To	For	Amount
76	VWR International LLC	Potassium Chromate, Magnesium, Glass Beakers (12) & Conductivity Standards (8) (\$222) (Lab)	313.05
77		Vision Reimbursement	368.00
		<b>TOTAL DISBURSEMENTS</b>	<b><u>631,884.66</u></b>

The foregoing payroll and accounts payable vouchers totaling \$631,884.66 are hereby approved and authorized for payment.


07/06/2021  
 \_\_\_\_\_  
 Auditor-Controller Date


7/6/2021  
 \_\_\_\_\_  
 General Manager Date



**NORTH MARIN  
WATER DISTRICT**

# *North Marin Water District*

## **Budgets**

*Novato & West Marin Service Areas*

***Adopted June 22, 2021***

**Fiscal  
Year  
2021/22**

NORTH MARIN WATER DISTRICT  
NMWD.COM  
999 RUSH CREEK PLACE  
NOVATO, CALIFORNIA 94945

## **INTRODUCTION**

This document contains the fiscal year 2021/22 budgets for North Marin Water District's various enterprise service districts located in Marin County. These are:

**Potable Water Service:**

Novato

West Marin (Point Reyes Station, Inverness Park, Olema, Bear Valley, Silver Hills & Paradise Ranch Estates)

**Recycled Water Treatment, Transmission and Distribution:**

Novato

**Sewage Collection, Treatment & Reuse/Disposal:**

Oceana Marin

Accompanying the operating budgets are capital improvement project expenditures for the fiscal year. Questions regarding these budgets may be directed to Julie Blue, Auditor-Controller, at [jblue@nmwd.com](mailto:jblue@nmwd.com) or 415-761-8950.

## **MISSION STATEMENT**

Our mission is to meet the expectations of our customers in providing potable and recycled water and sewer services that are reliable, high-quality, environmentally responsible, and reasonably priced.

## **VISION STATEMENT**

We strive to optimize the value of services we provide to our customers and continually seek new ways to enhance efficiency and promote worker and customer engagement and satisfaction.

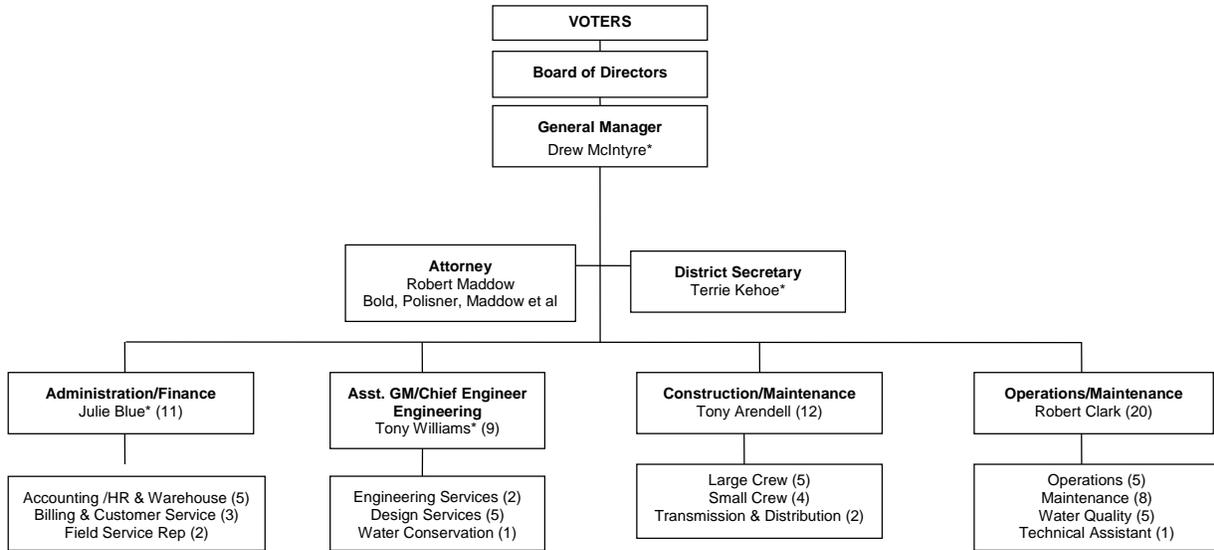
## **NMWD VALUES**

- **Accountability** – We work transparently and in full view of customers and take responsibility for our work.
- **Integrity** – Customers can count on quality and fair service from our staff and the District.
- **Teamwork** – We work cooperatively to accomplish our goals.
- **Honesty** – We always seek the truth in what we do.
- **Respect** – We value our customers and co-workers.

**ORGANIZATION FACT SHEET**  
July 2021

**Organization:**

- 5 Directors elected By-District (Division) for 4-year terms
  - James Grossi (Division 1), President
  - Stephen Petterle (Division 4), Vice-President
  - Jack Baker (Division 2)
  - Rick Fraites (Division 5)
  - Michael Joly (Division 3)
  
- 1 General Manager, Drew McIntyre (serves at the pleasure of the Board of Directors)
- 4 Departments
- 54 Employees (regular full-time-equivalent authorized)



**Authority:**

Formed by voter approval in April 1948 pursuant to provisions of the County Water District Law (refer Water Code - Division 12). A "voter-run" district.

**Territory:**

100 square miles (see attached map)

**Distribution System Expansion Policy:**

"Pay-as-you-go." Connection fees for typical single family units vary for each improvement district and are based on the policy that new growth pays the incremental cost to expand the utility plant allocable to said service.

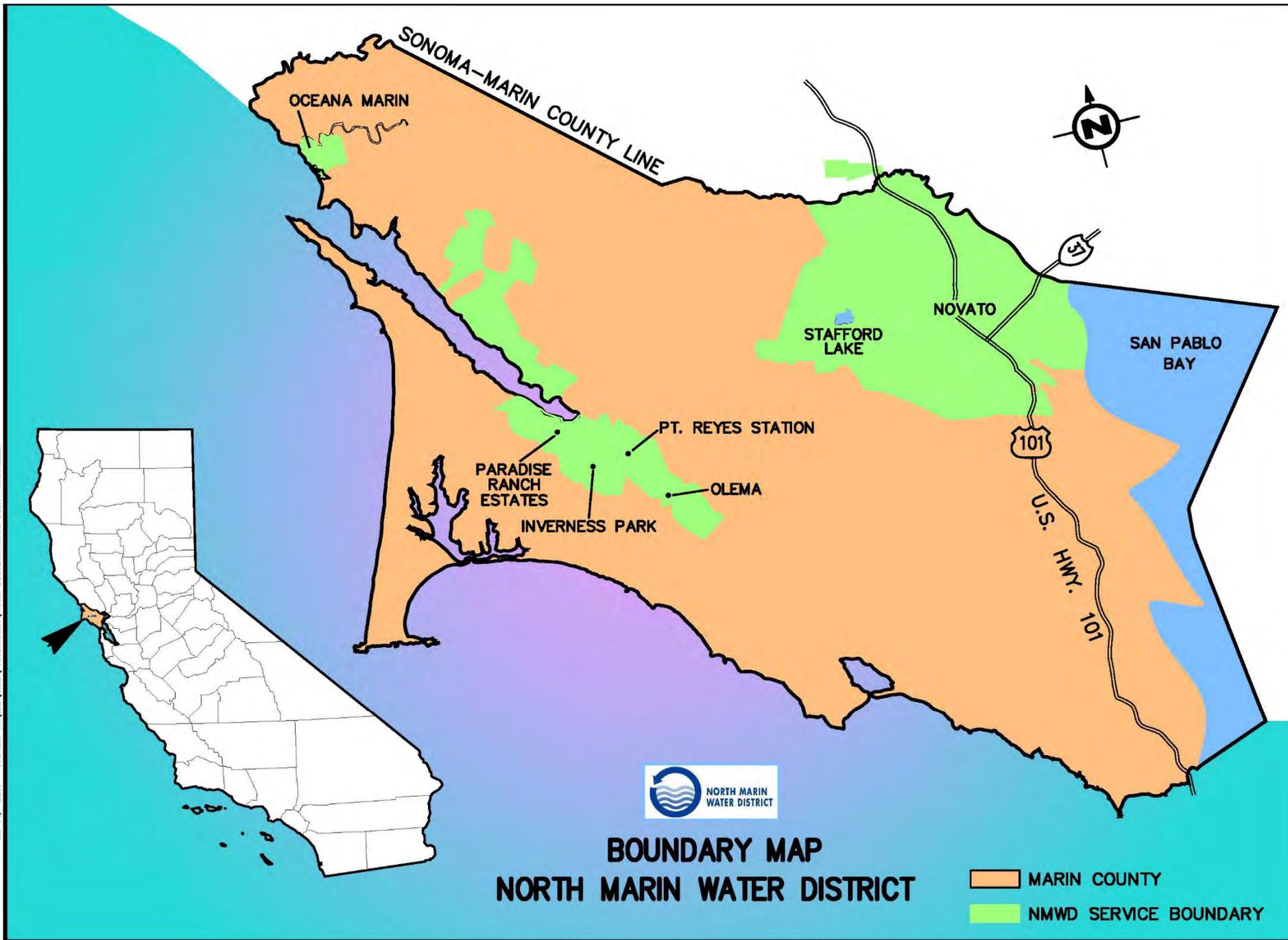


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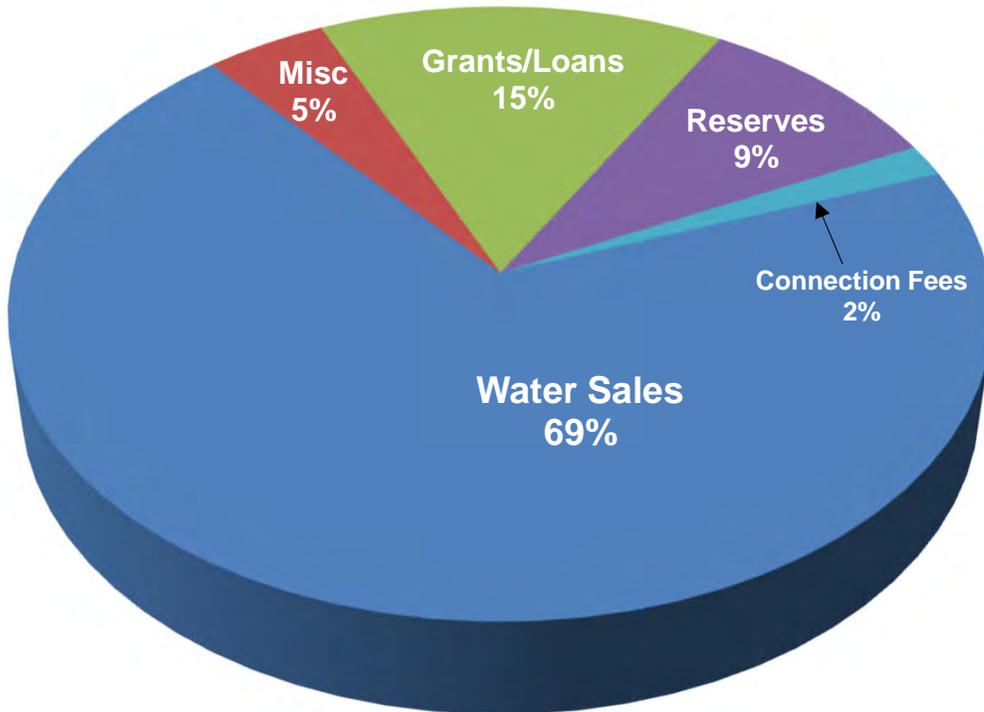
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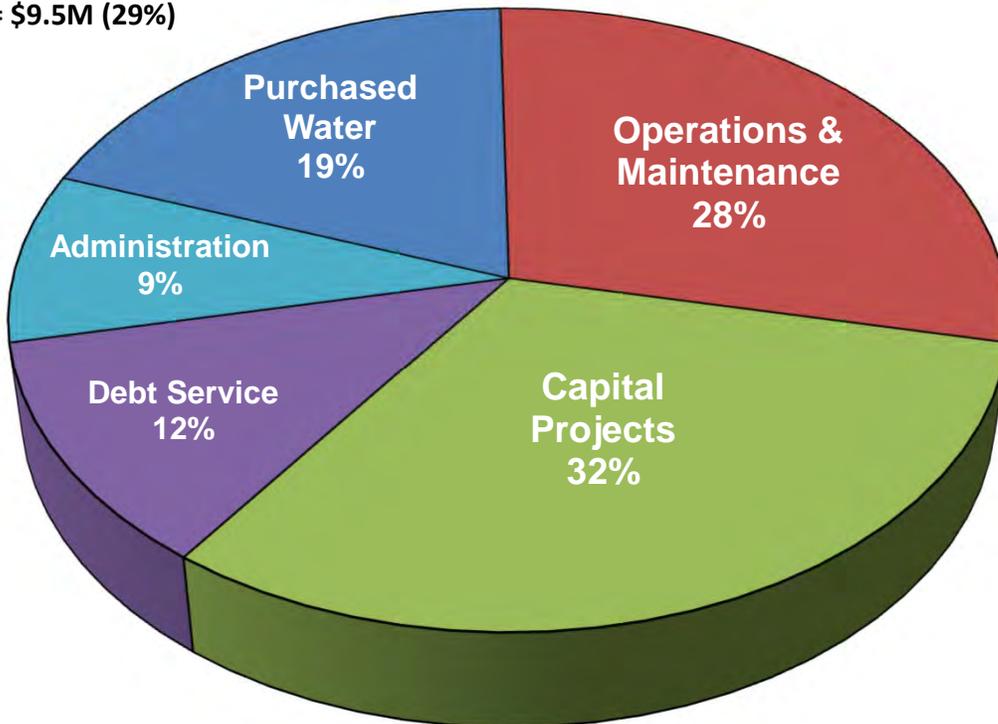
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**NORTH MARIN WATER DISTRICT  
FY21/22 BUDGET - ALL SERVICE AREAS COMBINED**

**SOURCES = \$33,145,000**



**Labor = \$9.5M (29%)**



**USES = \$33,145,000**

Excludes Depreciation Expense & Developer Funded Costs

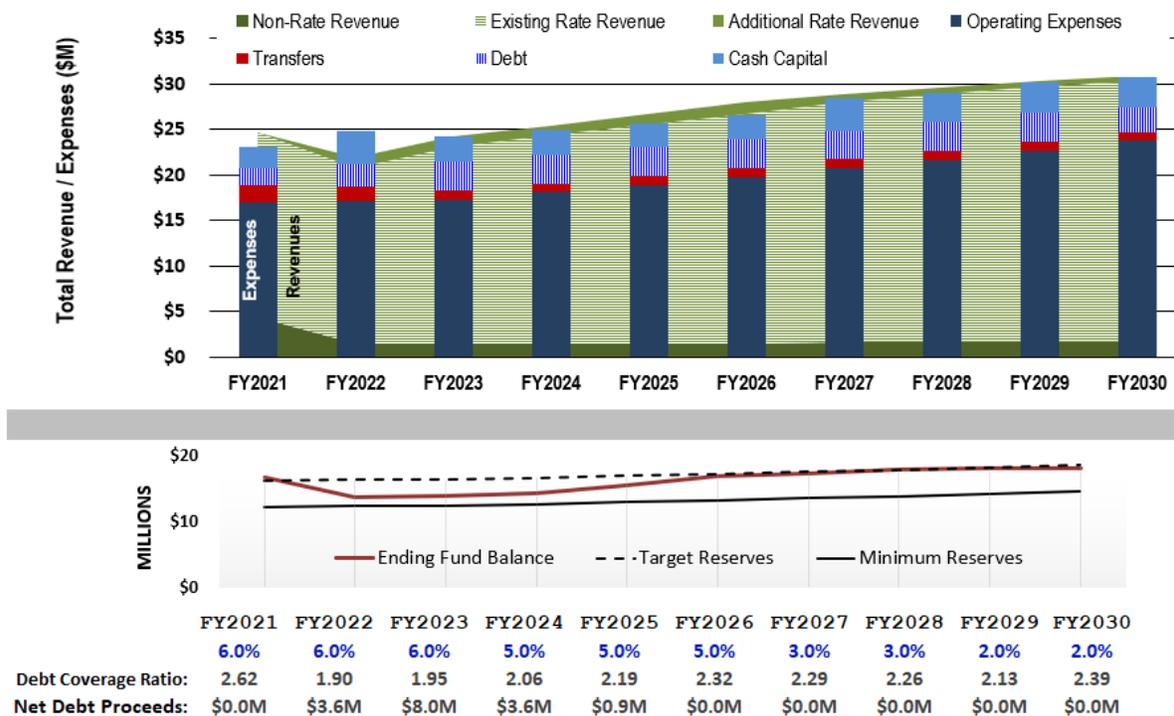
## Summary

The \$33.1 million consolidated budget projects operating revenue of \$23.7 million and a net operating income of \$1.2 million. The FY 21/22 budget incorporates \$5.7 million in internally funded capital improvement projects and \$6.3 million in water purchases. After payment of \$3.9 million in debt service, the consolidated budget projects a decrease in cash for the fiscal year of \$3 million.

## Novato Water

The Novato Potable Water System budget projects a \$3 million cash decrease over the fiscal year. A 6% rate increase in both the commodity and service charge, effective July 1, 2021, was approved by the Board of Directors at a public hearing on June 15, 2021. Total budget outlay, which includes \$4.9 million in capital improvement projects, is projected at \$24.9 million which is \$0.3M higher than the FY 20/21 budget. The below chart shows that the Novato Water financial plan will maintain sufficient cash reserves aiming towards the designated targets and remaining above the minimum level, as established during the 2020 Novato and Recycled Water Rate Study.

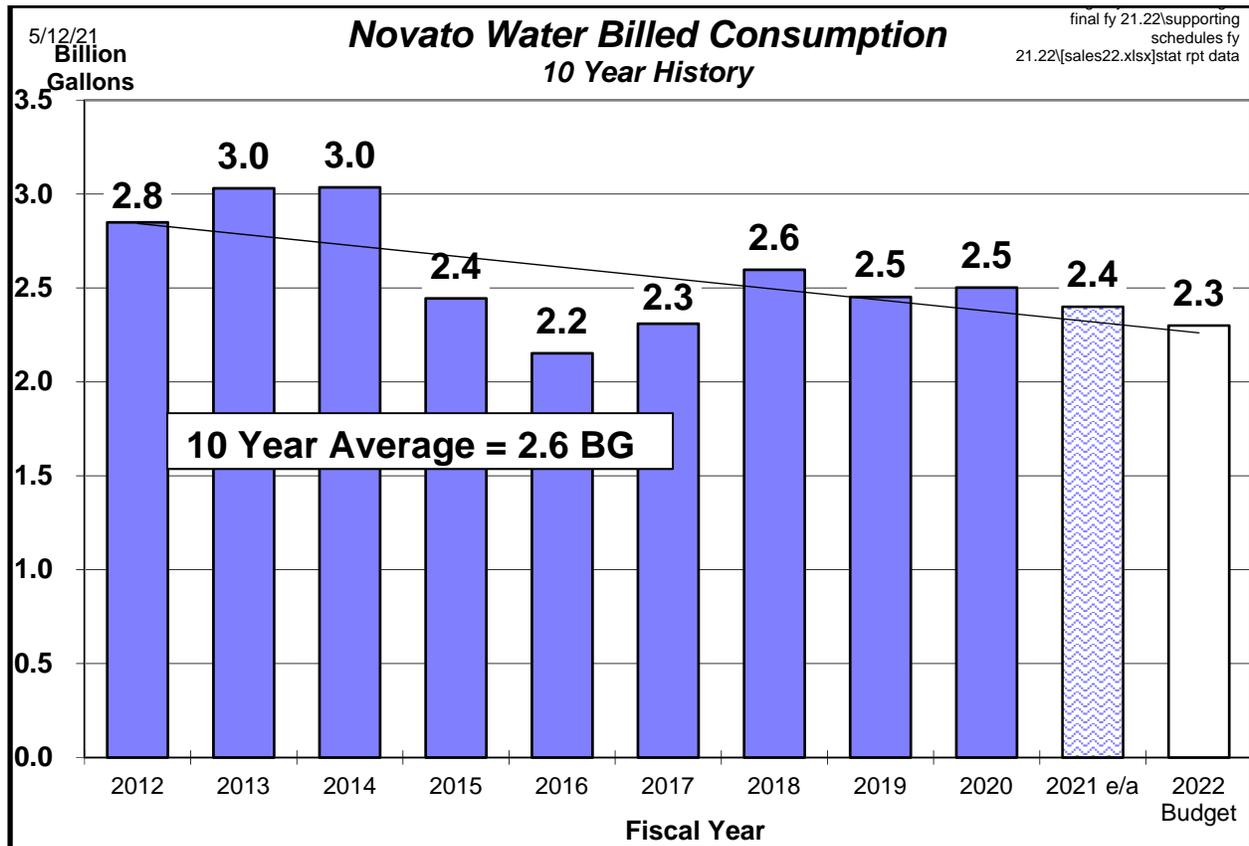
**Novato Water Financial Forecast Chart**



## Operating Revenue

**Water Sales** - Water sales volume is budgeted at 2.3 billion gallons (BG) which is a 4% decrease from the FY 20/21 budget. The decrease is primarily due to the voluntary call for 20% water conservation through June 30<sup>th</sup> followed by a mandatory water conservation order to reduce water consumption by 20% in the months of July 2021 through October 2021, as a result of the current two year drought condition. The projected revenue lost from the reduced consumption is budgeted at (\$1,062,000). The 6% rate increase, effective July 1, 2021 is projected to increase revenues

by \$1,223,000 but is highly dependent on water sales volume. The following chart shows a 10-year history of billed consumption for the Novato Potable Water System.



**Other Revenue** – Connection Fee revenue is budgeted at \$558,000. Connection Fee revenue of \$1.5 million for 54 Equivalent Dwelling Units (EDUs) was collected in FY 19/20. The annual average connections have been 39 EDUs (FY 15/16 through FY 19/20). Included in the projections is annual Connection Fee revenue equivalent to 20 EDUs or about half of the actual five-year average.

The wheeling charge to Marin Municipal Water District is budgeted at \$101,000. This is based on the average revenue collected in the past five years, increased for inflation. In addition, MMWD will pay the annual fixed AEEP capital contribution of \$205,000 in accord with the terms of the 2014 Interconnection Agreement. Miscellaneous Revenue includes \$94,000 in combined income from the rental of the Point Reyes home, the Little Mountain cell phone tower lease, Indian Valley Golf Club lease, three grazing leases, rental of the District's security apartment, and rental of the Pacheco Valle tennis courts.

### **Operating Expenditures**

Operating expenses (excluding depreciation) are budgeted to increase 3.8% or \$634,000 from the FY 20/21 budget. The increase is primarily due to inflation adjustments of approximately 3%, increases in the cost to purchase water, increases in the electrical costs of pumping, insurance costs, and increases in personnel costs. Water purchases, and some operational costs are variable and dependent on the volume of water produced and purchased while other expenses

such as salaries, benefits, general liability insurance, and other administrative costs are fixed. More details are outlined in this budget report.

**Source of Supply** – The purchase price of water from Sonoma Water (SW) (AKA Sonoma County Water Agency) is projected to increase 4.63% in FY 21/22. This change will result in a cost per acre-foot of \$1,047 for FY 21/22 versus \$1,001 for the current fiscal year and is estimated to increase the cost to purchase water by \$270,000.

**Stafford Treatment Plant (STP) Water Production** – STP water production is projected at 490 MG in FY 21/22 which is lower than the 10-year average annual production of 586 MG. The decrease in expected water production is due to a lower volume of water in the lake, due to the drought, which reduces the amount of water available to treat. The cost of production at the end of FY 19/20 was \$3,338/MG and varies depending on the volume and length of production.

Although the cost of STP water production is higher than purchases from SW, the benefits of having a local water supply for resiliency and emergency preparedness outweighs the additional costs in operating the plant.

**Personnel Costs** - The budget includes a staffing level of 54 full-time equivalent (FTE), see table below. There is an increase of one FTE in the Engineering Department to address an increase in workload demands and succession planning needs. This increase is offset by a decrease of one FTE in the Consumer Services Department. The Consumer Services Department FTE reduction aligns with planned staffing changes resulting from the implementation of the Automated Meter Information (AMI) system. The temporary staffing budget remains unchanged from the prior year's budget at 7,480 hours.

<u>FTE Staffing</u>	<u>FY22</u>	<u>FY21</u>
Administration	8.0	8.0
Consumer Services	5.0	6.0
Construction/Maintenance	12.0	12.0
Engineering	9.0	8.0
Maintenance	9.0	9.0
Operations	6.0	6.0
Water Quality	<u>5.0</u>	<u>5.0</u>
	<u>54.00</u>	<u>54.00</u>

In accordance with the Employee Association and NMWD's Memorandum of Understanding (MOU), a 3.0% cost-of-living salary increase, has been factored into the budget effective October 1, 2021. The MOU links an annual cost-of-living adjustment (COLA) to the change in the Consumer Price Index (CPI). The District entered into a 5-year MOU with the NMWD Employee Association beginning on October 1, 2018. The current MOU established a COLA minimum of 2.0% and a maximum of 4%. The 3.0% cost-of-living increase is staff's best projection at this time.

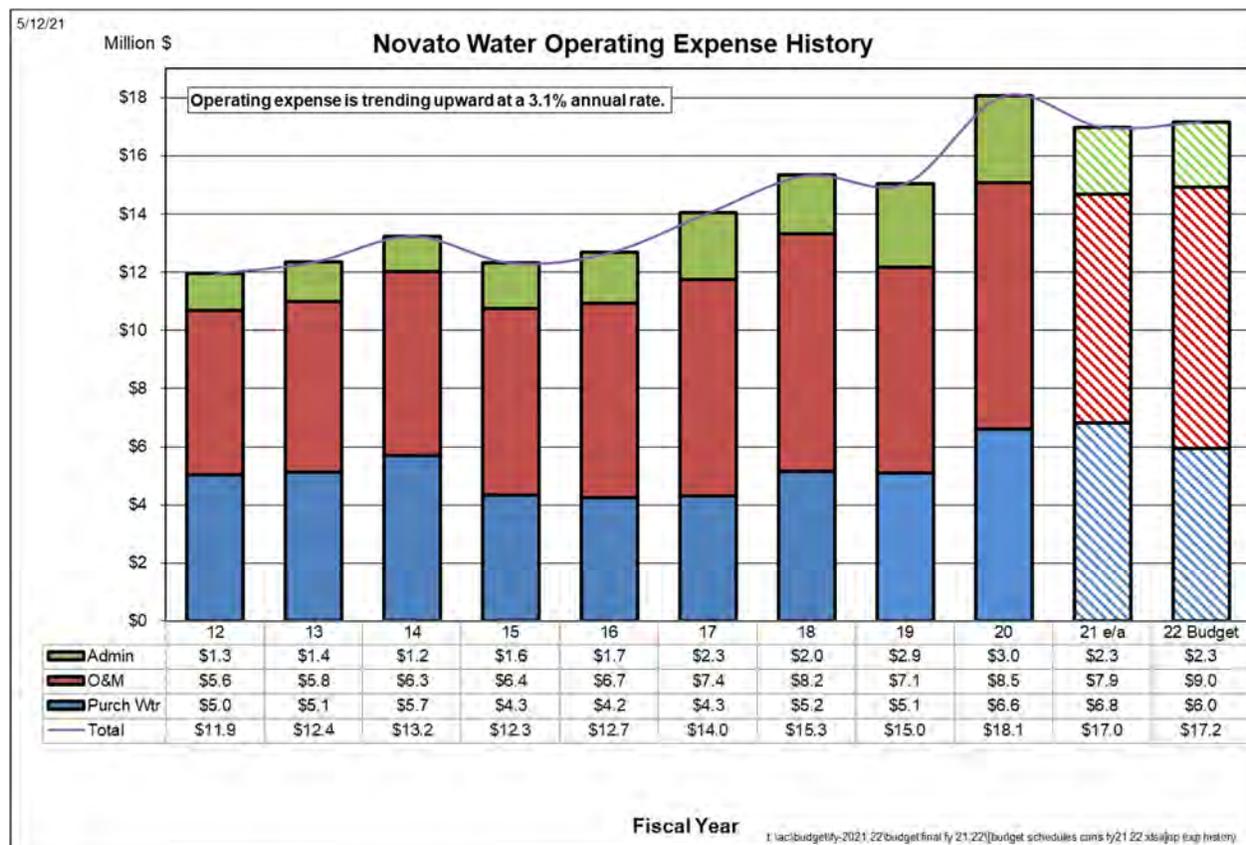
The District's average CalPERS retirement contribution rate will increase 0.6%, to 29.2% of earnings, compared to 28.6% from the rate budgeted last year. When applied to the FY 21/22 budgeted earnings this equates to an increase in pension expense of \$182,000. For context the

rate in FY 16/17 was 20.2% of earnings and any increases in pension expense has a compounding impact when tied to annual COLA increases. All employees now pay 100% of the CalPERS employee contribution. For budgeting purposes, group health insurance rates remained constant. This cost increased minimally in 2021 and in prior years.

Other Operations & Maintenance Expenses –

- Debt issuance costs totaling \$200,000 are included in the FY 21/22 budget. This is a one-time expense to secure funding for the NMWD Headquarter Upgrade Project.
- Electrical costs are budgeted to increase 5% over actual expected FY 20/21 costs and 22% over the prior year's budget. This is due to Pacific Gas & Electric's rate increases and time of use changes, a reduction in rebates to be received through Marin Clean Energy's Net Energy Metering Cash Out Program, and a budget correction from the prior year's budget.
- \$51,000 annual cost increase for lease of additional vehicles through the District Enterprise Fleet Management Program which were previously budgeted and purchased through the equipment budget.

The following chart shows the past 10-years of operating expense (excluding depreciation) for Novato Water. The five-year average increase to actual expenses is 8% which is influenced by a one-time payment of \$1.1M in FY 19/20 for bond issued debt service made to SCWA. The ten-year actual average increase is 4.3%.



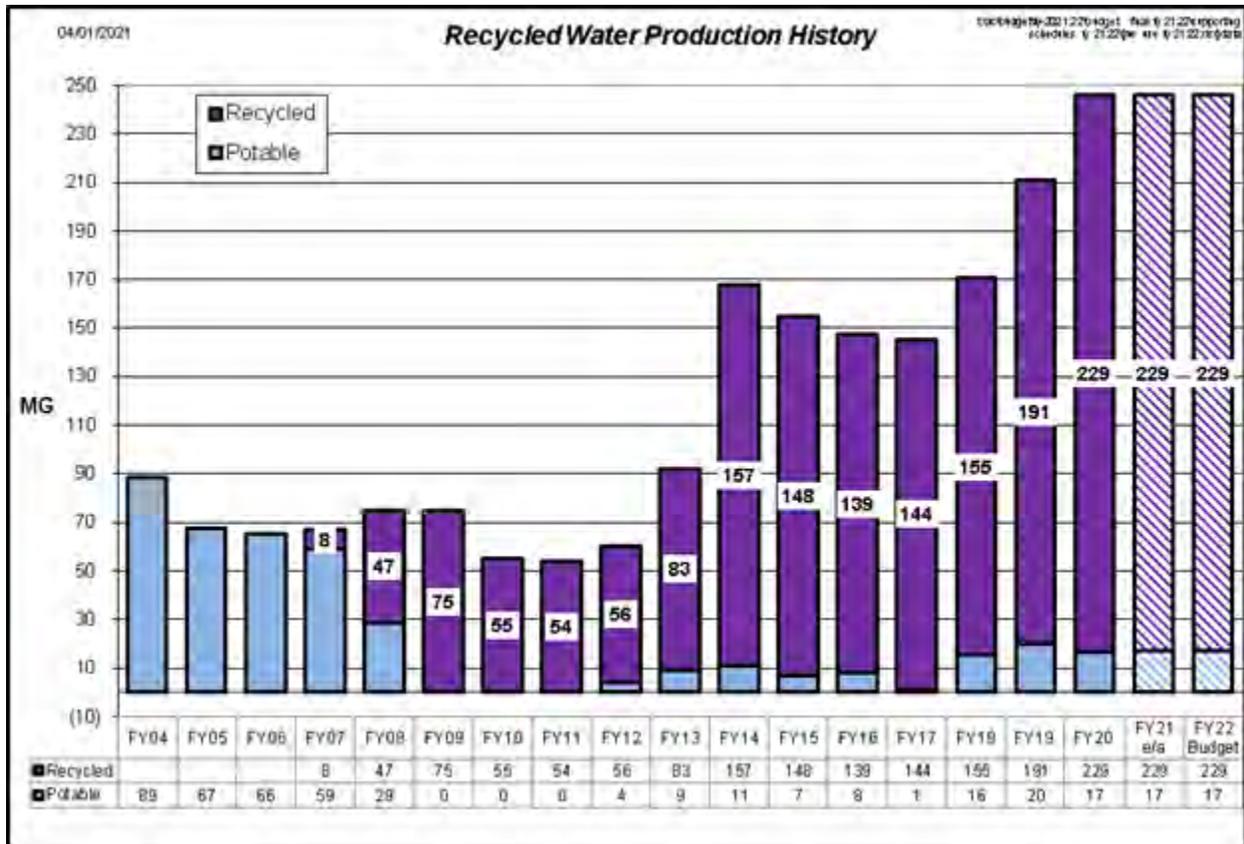
**Recycled Water**

The FY 21/22 Recycled Water (RW) System Budget projects demand of 235MG which is consistent with the volume budgeted in FY 20/21. Over the past few years, sales have increased primarily due to the Central expansion project completion in FY 17/18. The budget projects purchase of 180MG of tertiary treated water from Novato Sanitary District for approximately \$1,500/MG and 50MG from Las Gallinas Valley Sanitary District, at an average rate of \$2,400/MG. The Deer Island Plant is budgeted to produce 5MG during the summer, to keep it operating, and will serve as a back-up facility.

Consistent with the potable water increase, a 6% commodity rate and bimonthly service charge increase was approved by the Board of Directors at a public hearing on June 15, 2021, effective July 1, 2021. The increase is projected to generate \$88,000 in additional revenue next fiscal year.

Operating expenses (excluding depreciation) are budgeted to increase 28% or \$148,000 from the FY 20/21 budget. This increase is primarily due to a budget correction in prior years to properly reflect the cost of water from the local Sanitary Districts. The RW system is projected to show a net operating income of \$223,000 and an increase of cash for the year of \$247,000.

The following chart shows historical production for the Recycled Water System.

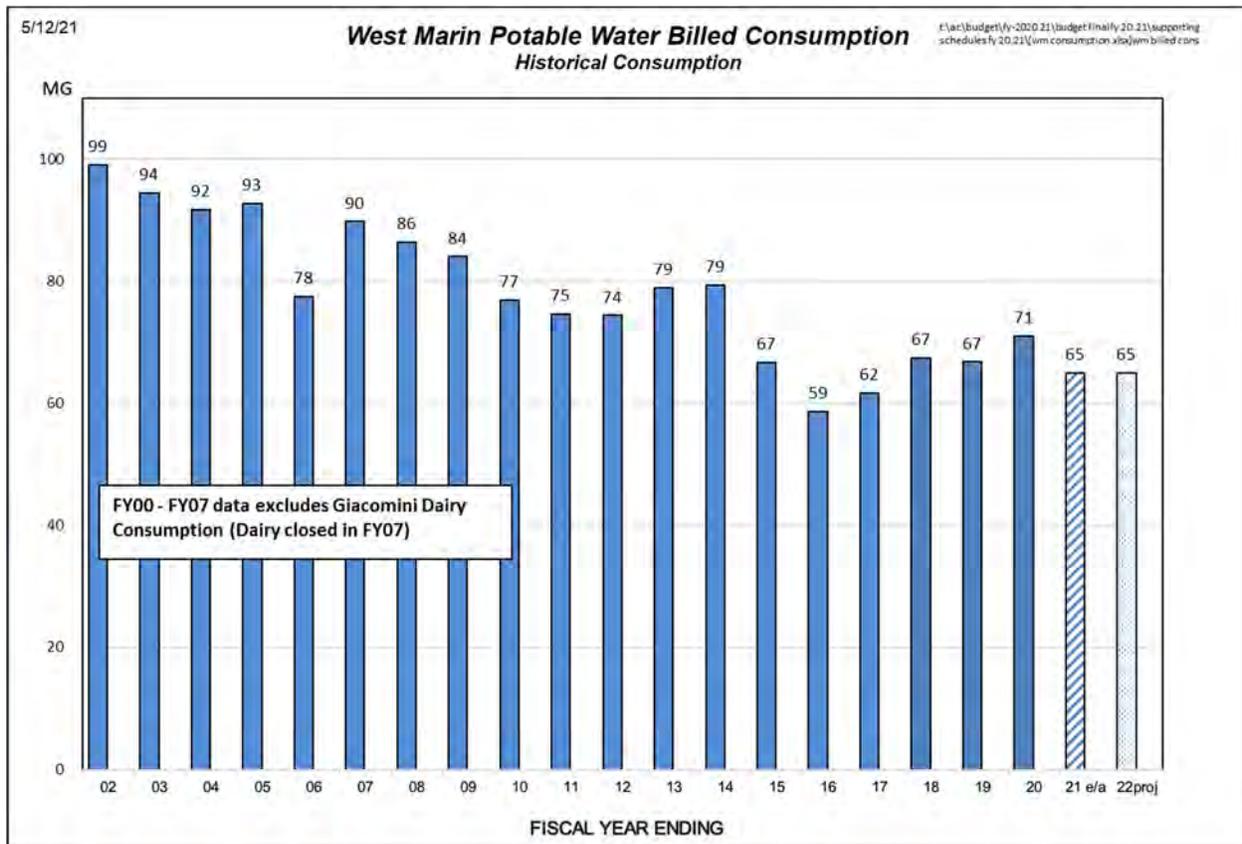


**West Marin Water**

Incorporated in the West Marin Water budget are proposed structural and rate changes to the commodity and bimonthly service which will generate 6% in revenue. The proposed 6% rate changes for West Marin (WM) Water customers, effective July 1, 2021, was approved by the Board of Directors at public hearing on June 22, 2021. Growth in the past three years has remained stable. There are no connection fees budgeted for FY 21/22. Included in the 5-year financial forecast is revenue for one new connection every other year.

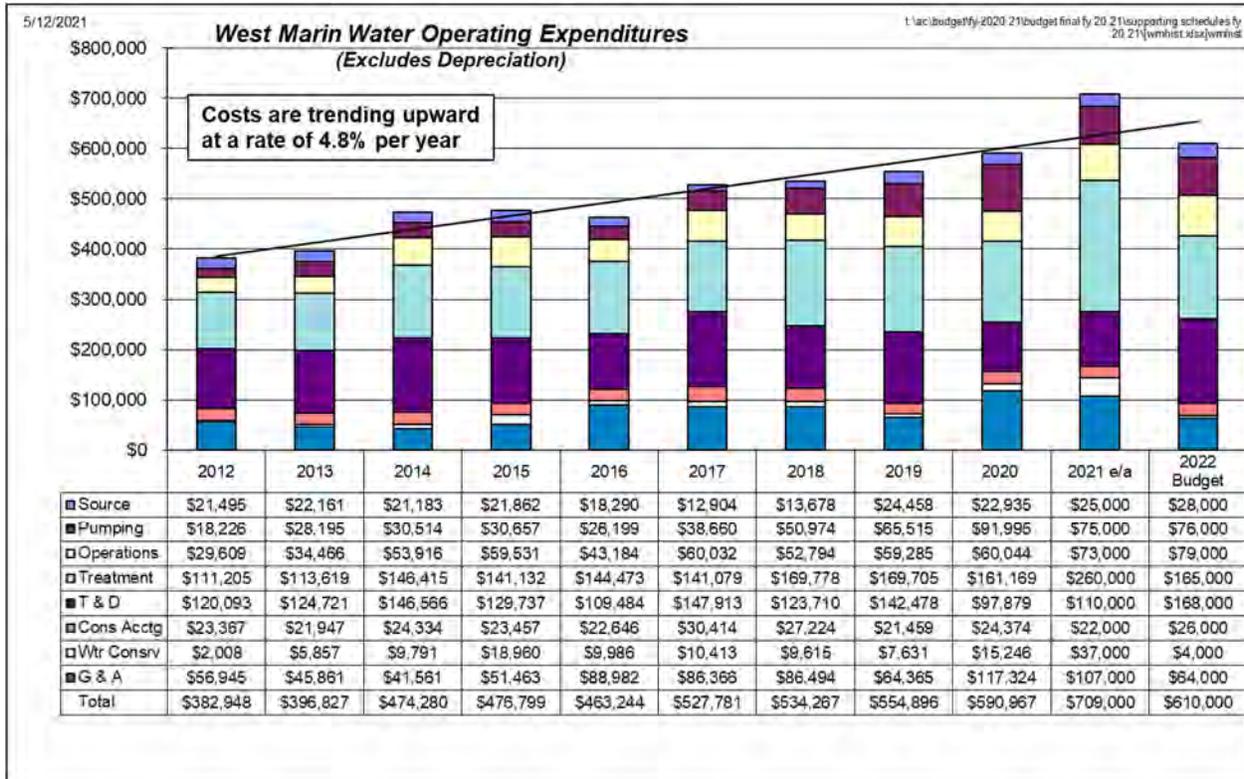
Significant Capital Improvement Projects budgeted for the year include \$400K towards the Lagunitas Creek Bridge Pipe Replacement project, and \$631K for the Gallagher Well #2 project.

FY 21/22 water sales volume is budgeted at 65MG and is based on the average of five years of actual sales (FY 15/16-FY 19/20) and is lower than the prior three years to adjust for the impact of the declaration of water shortage emergency and current drought. See the below chart for the historical consumption for the WM service area.



WM operating expenditures, before depreciation, are budgeted at \$610,000 which is an increase of \$50,000 or 9% from the FY 20/21 adopted budget of \$560,000. The increase is 3% or \$19,000 higher than the FY 19/20 actual expenditures. The budget projects a net operating income of \$133,000 and, after capital outlay and debt service, the system is projected to show a cash decrease for the year of \$242,000.

The below chart shows the past 10-years of operating expense for West Marin Water.



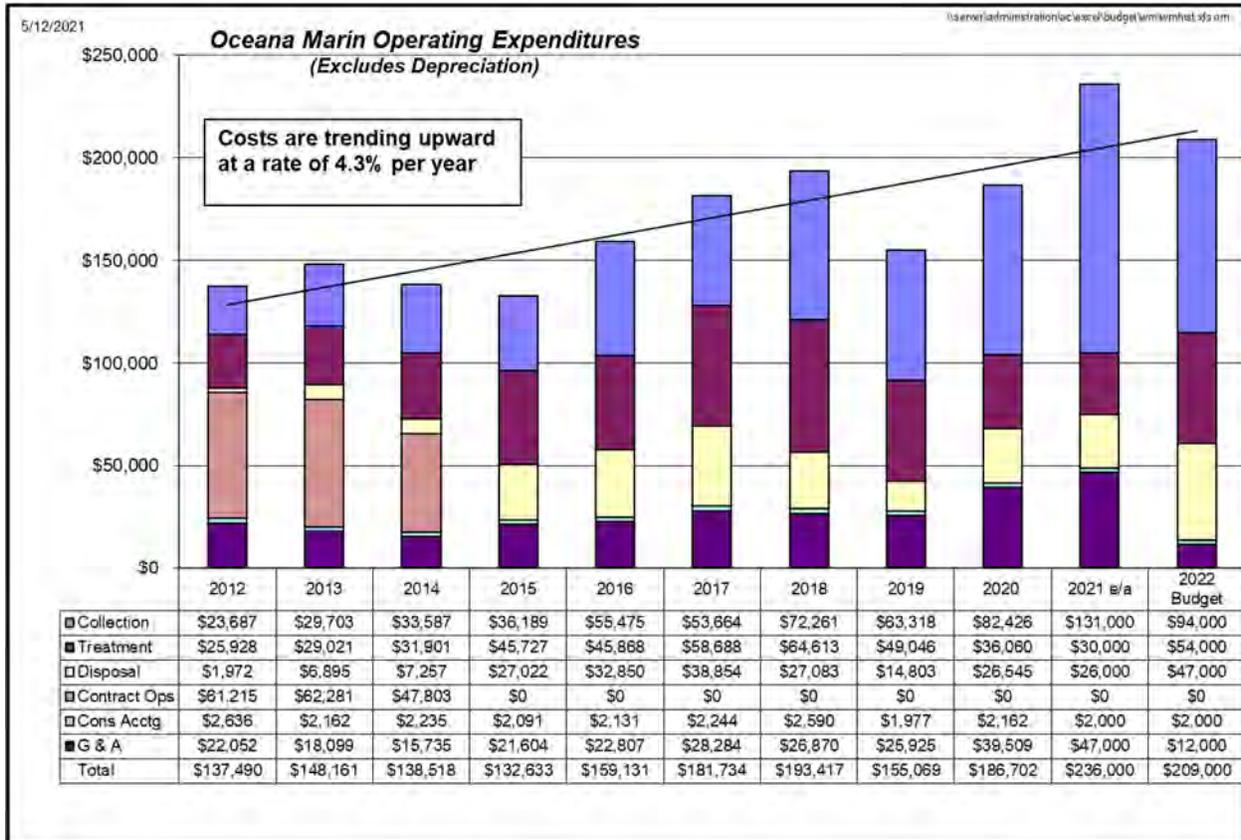
### Oceana Marin Sewer

A 5% increase (\$5/month - to \$1,236/year) in the Oceana Marin Sewer service charge effective July 1, 2021, is projected to add \$14,000 in additional annual revenue. This increase was approved by the Board of Directors at a public hearing on June 22 2021. Growth in the past three years has remained relatively stable so conservatively there is no new connection fee budgeted for FY 21/22. Included in the 5-year financial forecast is revenue for one connection every other year.

Capital Improvement Projects budgeted for the year include the Treatment Pond Rehab with a projected cost in FY 21/22 of \$1,450,000 and a total cost of \$1,900,000. This project is expected to be 75% grant funded. It is also planned to have the Tahiti Way Lift Pumps replaced with a projected cost in FY 21/22 of \$100,000 and a total cost of \$150,000. Additionally, \$40,000 is budgeted for the ongoing Capital work to identify and repair collection pipelines to prevent inflow and infiltration.

FY 21/22 OM operating expenditures, before depreciation, are budgeted at \$209,000 which is an increase of \$2,000 or 1% from the FY 20/21 adopted budget of \$207,000. The increase is primarily due to inflation. The budget projects a net operating income of \$32,000 and, after capital outlay and debt service, the system is projected to show a cash increase for the year of \$1,000.

The below chart shows the past 10-years of operating expense for Oceana Marin Sewer.



## **Capital Improvement Project Budget (CIP)**

The Fiscal Year 21/22 and FY 22/23 Capital Improvement Project (CIP) budget includes projects recommended for Novato Water, Recycled Water, West Marin Water, and Oceana Marin Sewer. Also included is a debt service schedule detailing the principal and interest payment required to fund prior CIPs.

Below is a summary identifying the significant projects (totaling \$400,000 or more) to be undertaken over the next two fiscal years. The below table also includes the total cost of the projects which adds all costs occurring within and outside of the two-year budget period.

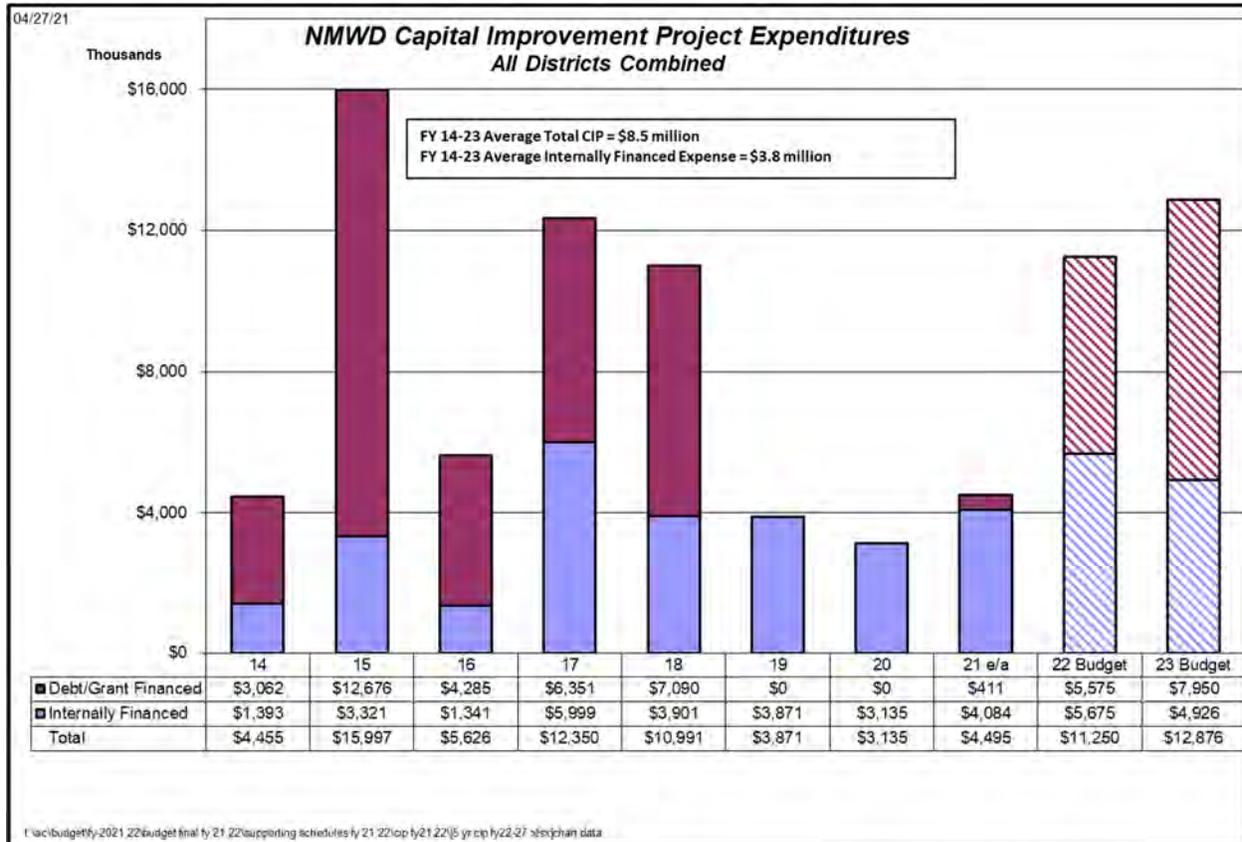
<b>Project</b>	<b>FY21/22</b>	<b>FY22/23</b>	<b>Total Project Costs</b>
NMWD Headquarters Upgrade <sup>1</sup>	\$3,475,000	\$7,950,000	\$16,200,000
Old Ranch Road Tank No. 2	1,600,000	-	1,900,000
Oceana Marin Treatment Pond Rehab	1,450,000	205,000	1,850,000
San Mateo 24" Inlet/Outlet Pipe (2,200')	850,000	-	925,000
New Gallagher Well #2 (WM)	631,000	-	924,000
Lagunitas Creek Bridge Pipe Replacement (WM)	400,000	52,000	477,000
Crest PS/Relocate School Rd PS	375,000	-	642,000
Novato Blvd Widening – Diablo to Grant (4,100')	200,000	1,300,000	1,520,000
Lynwood PS Motor Control Center	525,000	-	545,000
Lynwood Recoat/Seismic Upgrade	-	1,000,000	2,000,000
Replace Cast Iron Pipe – Atherton Ave. (RW)	50,000	350,000	400,000
Other Projects	<u>1,694,000</u>	<u>2,019,000</u>	-
<b>Gross Project Outlay</b>	<b>11,625,000</b>	<b>12,876,000</b>	<b>27,383,000</b>
Less Loan/Grant Funding	<u>(5,575,000)</u>	<u>(7,950,000)</u>	<u>(19,000,000)</u>
<b>Net Project Outlay (internally funded)</b>	<b><u>\$5,675,000</u></b>	<b><u>\$4,926,000</u></b>	<b><u>\$8,383,000</u></b>

1. This project is scheduled to be completed with an additional \$3.6M budget in FY 23/24 and \$0.9M in FY 24/25

The two-year combined total project outlay, net of grant/loan funding, totals \$10.6M, which is \$1.1M more than the \$9.5M combined two-year budget adopted last year. The CIP budget includes 34 projects in FY 21/22 and 27 projects in FY 22/23. This comprehensive plan is developed to confirm that adequate funding and staffing exists to accomplish the budgeted projects planned for FY 21/22.

	<b>Net Cash Outlay (Pay-go)</b>		
<b>District</b>	<b>Adopted FY22 &amp; FY23</b>	<b>Adopted FY21 &amp; FY22</b>	<b>Increase (Decrease)</b>
Novato Water	\$8,850,000	\$7,522,000	\$1,328,000
Recycled Water	450,000	200,000	250,000
WM Water	791,000	1,440,000	(649,000)
OM Sewer	510,000	355,000	155,000
<b>Total</b>	<b><u>\$10,601,000</u></b>	<b><u>\$9,517,000</u></b>	<b><u>\$1,084,000</u></b>

The below chart shows the District wide 10-year history of capital improvement projects which averages \$8.5M per year including \$3.8M of internally (or “Pay-Go”) financed projects.

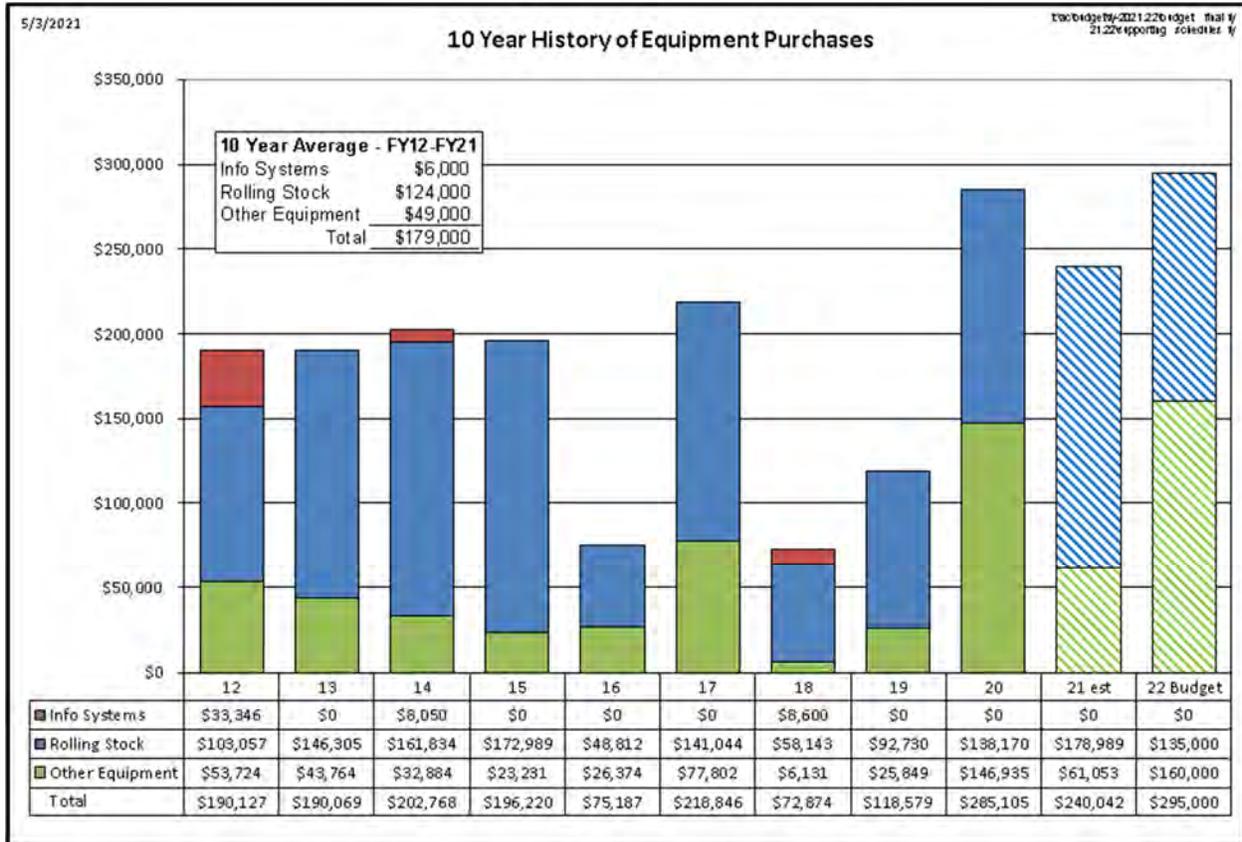


Novato Potable Water's CIP expenditure plan, when viewed over the current fiscal year and the next five years, averages \$4.1 million annually in internally funded projects, which is within the budget constraints of the five-year plan as established with the Board approved 2020 Novato and Recycled Water Rate Study.

## Equipment Budget

The FY 21/22 Equipment Budget totals \$295,000. This is \$35,000 lower than the FY 20/21 Equipment Budget of \$330,000. FY 20/21 estimated actual expenditures are forecast to come in at \$240,000 which is \$90,000 below budget.

A significant purchase included in the budget is \$135,000 to replace the cab and chassis on the Peterbilt 335 Dump Truck. Additionally, a meter testing bench and equipment for \$120,000 is included. The following chart shows the ten-year history of equipment purchases.



## **Debt Service**

Principal and interest payments totaling \$3.9 million are budgeted as the annual obligation on \$30.5 million in outstanding debt (as of June 30, 2021), comprised of:

- 1.) \$3.8 million at 2.7% for a bank loan used to fund the Advanced Meter Information (AMI) project;
- 2.) \$7.6 million at 2.4% State Revolving Fund (SRF) loan used to finance the Stafford Water Treatment Plant Rehabilitation;
- 3.) \$12.8 million in SRF loans (with interest varying from 1%-2.6%) used to finance the recycled water distribution system;
- 4.) \$4.8 million at 3.5% bank loan used to finance the Aqueduct Energy Efficiency Project and West Marin Treatment Plant Solids-Handling Facility;
- 5.) \$1.5 million at 2.4% SRF loan used to finance the Deer Island Recycled Water Facility.

The Capital Improvement schedule includes additional debt service for loans to be obtained in FY 21/22. Additional debt capacity remains available and the debt financing planned in the CIP budget will allow the District to maintain an average debt service ratio of 1.5 as required by the Board approved Debt Policy.

**NORTH MARIN WATER DISTRICT**  
**BUDGET SUMMARY - ALL SERVICE AREAS COMBINED**  
**Fiscal Year 2021/22**

	<i>Adopted Budget 2021/22</i>	<i>Estimated Actual 2020/21</i>	<i>Adopted Budget 2020/21</i>
<b>OPERATING INCOME</b>			
1 Water Sales	<b>\$22,957,000</b>	\$22,645,000	\$21,940,000
2 Sewer Service Charges	<b>290,000</b>	276,000	276,000
3 Wheeling & Misc Service Charges	<b>470,000</b>	417,000	430,000
4 <b>Total Operating Income</b>	<b>\$23,717,000</b>	<b>\$23,338,000</b>	\$22,646,000
<b>OPERATING EXPENDITURES</b>			
5 Source of Supply	<b>\$6,559,000</b>	\$7,283,000	\$6,286,000
6 Pumping	<b>646,000</b>	602,000	567,000
7 Operations	<b>1,026,000</b>	1,185,000	857,000
8 Water Treatment	<b>2,794,000</b>	2,218,000	2,628,000
9 Sewer Service	<b>195,000</b>	187,000	178,000
10 Transmission & Distribution	<b>4,086,000</b>	3,701,000	3,694,000
11 Consumer Accounting	<b>528,000</b>	539,000	683,000
12 Water Conservation	<b>381,000</b>	383,000	408,000
13 General & Administrative	<b>2,440,000</b>	2,520,000	2,520,000
14 Depreciation Expense	<b>3,904,000</b>	3,815,000	3,777,000
15 <b>Total Operating Expenditures</b>	<b>\$22,559,000</b>	\$22,433,000	\$21,598,000
16 <b>NET OPERATING INCOME (LOSS)</b>	<b>\$1,158,000</b>	\$905,000	\$1,048,000
<b>NON-OPERATING INCOME/(EXPENSE)</b>			
17 Tax Proceeds	<b>\$116,000</b>	\$114,000	\$118,000
18 Interest Revenue	<b>241,000</b>	316,000	316,000
19 Miscellaneous Revenue	<b>136,000</b>	82,000	136,000
20 Interest Expense	<b>(1,372,000)</b>	(748,000)	(748,000)
21 Transfers Out from Capital Expansion Fund	<b>(501,000)</b>	-	(369,000)
22 Miscellaneous Expense	<b>(3,000)</b>	(3,000)	(20,000)
23 <b>Total Non-Operating Income/(Expense)</b>	<b>(\$1,383,000)</b>	(\$239,000)	(\$567,000)
	<b>NET INCOME/(LOSS)</b>	<b>\$666,000</b>	<b>\$481,000</b>
<b>OTHER SOURCES/(USES) OF FUNDS</b>			
24 Add Depreciation Expense	<b>\$3,904,000</b>	\$3,815,000	\$3,777,000
25 Connection Fees	<b>558,000</b>	3,515,000	509,000
26 MMWD AEEP Capital Contribution	<b>205,000</b>	205,000	205,000
27 Loans/Grants	<b>5,125,000</b>	497,000	610,000
28 Marin Country Club Principal Repayment	<b>38,000</b>	37,000	37,000
29 Capital Improvement Projects	<b>(11,250,000)</b>	(4,084,000)	(6,862,000)
30 CIP Efficiency Adjustment	<b>1,558,000</b>	-	-
31 Capital Equipment Expenditures	<b>(295,000)</b>	(240,000)	(330,000)
32 Low Income Rate Assistance	<b>(86,000)</b>	(20,000)	-
33 Debt Principal Payments	<b>(2,541,000)</b>	(2,395,000)	(2,395,000)
34 <b>Total Other Sources/(Uses)</b>	<b>(\$2,784,000)</b>	\$1,330,000	(\$4,449,000)
35 <b>CASH INCREASE/(DECREASE)</b>	<b>(\$3,009,000)</b>	\$1,996,000	(\$3,968,000)

**NOVATO POTABLE WATER**  
**BUDGET SUMMARY**  
**Fiscal Year 2021/22**

	<i>Adopted Budget 2021/22</i>	<i>Estimated Actual 2020/21</i>	<i>Adopted Budget 2020/21</i>
<b>OPERATING INCOME</b>			
1 Water Sales	<b>\$20,398,000</b>	\$20,228,000	\$19,774,000
2 Wheeling & Misc Service Charges	<b>347,000</b>	340,000	365,000
3 <b>Total Operating Income</b>	<b>\$20,745,000</b>	\$20,568,000	\$20,139,000
<b>OPERATING EXPENDITURES</b>			
4 Source of Supply	<b>\$6,141,000</b>	\$6,900,000	\$5,984,000
5 Pumping	<b>561,000</b>	523,000	497,000
6 Operations	<b>850,000</b>	922,000	734,000
7 Water Treatment	<b>2,594,000</b>	1,944,000	2,432,000
8 Transmission & Distribution	<b>3,853,000</b>	3,564,000	3,466,000
9 Consumer Accounting	<b>498,000</b>	513,000	654,000
10 Water Conservation	<b>377,000</b>	346,000	399,000
11 General Administration	<b>2,294,000</b>	2,296,000	2,368,000
12 Depreciation Expense	<b>2,807,000</b>	2,785,000	2,868,000
13 <b>Total Operating Expenditures</b>	<b>\$19,975,000</b>	\$19,793,000	\$19,402,000
14 <b>NET OPERATING INCOME (LOSS)</b>	<b>\$770,000</b>	\$775,000	\$737,000
<b>NON-OPERATING INCOME/(EXPENSE)</b>			
15 Interest Revenue	<b>\$150,000</b>	\$224,000	\$150,000
16 Miscellaneous Revenue	<b>136,000</b>	82,000	136,000
17 Interest Expense	<b>(1,088,000)</b>	(456,000)	(456,000)
18 Miscellaneous Expense	<b>(2,000)</b>	(2,000)	(20,000)
19 <b>Total Non-Operating Income/(Expense)</b>	<b>(\$804,000)</b>	(\$152,000)	(\$190,000)
20 <b>NET INCOME/(LOSS)</b>	<b>(\$34,000)</b>	\$623,000	\$547,000
<b>OTHER SOURCES/(USES) OF FUNDS</b>			
21 Add Depreciation Expense	<b>\$2,807,000</b>	\$2,785,000	\$2,868,000
22 Connection Fees	<b>558,000</b>	3,515,000	486,000
24 MMWD AEEP Capital Contribution	<b>205,000</b>	205,000	205,000
25 Loans/Grants	<b>3,575,000</b>	-	-
26 Loan Repayment West Marin	<b>100,000</b>	-	-
27 Low Income Rate Assistance Program	<b>(86,000)</b>	(20,000)	-
28 Capital Equipment Expenditures	<b>(295,000)</b>	(240,000)	(330,000)
29 Capital Improvement Projects	<b>(8,475,000)</b>	(2,043,000)	(4,987,000)
30 CIP Efficiency Adjustment	<b>1,558,000</b>	-	-
31 Debt Principal Payments	<b>(1,488,000)</b>	(1,451,000)	(1,451,000)
32 Connection Fee Transfer from (to) RW	<b>(890,000)</b>	(894,000)	(794,000)
33 Loan Transfer to WM	<b>(550,000)</b>	(1,000,000)	-
34 <b>Total Other Sources/(Uses)</b>	<b>(\$2,981,000)</b>	\$857,000	(\$4,003,000)
33 <b>CASH INCREASE/(DECREASE)</b>	<b>(\$3,015,000)</b>	\$1,480,000	(\$3,456,000)

<b>NOVATO POTABLE WATER</b>		<b>Budget</b>	<b>Forecast</b>	<b>Forecast</b>	<b>Forecast</b>	<b>Forecast</b>
<b>FY 21/22 Five-Year Financial Forecast</b>		<b>FY2022</b>	<b>FY2023</b>	<b>FY2024</b>	<b>FY2025</b>	<b>FY2026</b>
1		<b>6.00%</b>	<b>6.00%</b>	<b>5.00%</b>	<b>5.00%</b>	<b>5.00%</b>
<b>Rate Revenue</b>						
2	<b>Water Rate Revenue</b>	\$20,294,000	\$21,532,000	\$22,840,000	\$23,999,000	\$25,216,000
3	Change due to Growth	\$15,000	\$16,000	\$17,000	\$17,000	\$18,000
4	Change due to 20% Use Reduction	(\$1,062,000)				
5	Increase due to Rate Adjustments	\$1,223,000	\$1,292,000	\$1,142,000	\$1,200,000	\$1,261,000
6	Bill Adjustments	(\$72,000)	(\$72,000)	(\$72,000)	(\$72,000)	(\$72,000)
<b>Non-Rate Revenues</b>						
7	Wholesale Rate Revenue	\$101,000	\$104,000	\$107,000	\$110,000	\$113,000
8	Other Charges	\$246,000	\$253,000	\$261,000	\$269,000	\$277,000
9	Interest Earnings	\$150,000	\$155,000	\$160,000	\$165,000	\$170,000
10	Connection Fees	\$558,000	\$558,000	\$558,000	\$558,000	\$558,000
11	Misc. Revenue	\$134,000	\$134,000	\$134,000	\$134,000	\$134,000
12	Loan Repayment WM	\$100,000	\$163,000	\$163,000	\$163,000	\$163,000
13	MMWD AEEP Contributions	\$205,000	\$205,000	\$205,000	\$205,000	\$205,000
14	<b>Total Revenue</b>	<b>\$21,892,000</b>	<b>\$24,340,000</b>	<b>\$25,515,000</b>	<b>\$26,748,000</b>	<b>\$28,043,000</b>
<b>O&amp;M Costs</b>						
15	Source of Supply	\$6,141,000	\$5,969,000	\$6,427,000	\$6,913,000	\$7,428,000
16	Pumping	\$561,000	\$578,000	\$595,000	\$613,000	\$631,000
17	Other Operations	\$850,000	\$876,000	\$902,000	\$929,000	\$957,000
18	Water Treatment	\$2,594,000	\$2,672,000	\$2,752,000	\$2,835,000	\$2,920,000
19	Transmission & Distribution	\$3,853,000	\$3,969,000	\$4,088,000	\$4,211,000	\$4,337,000
20	Consumer Accounting	\$498,000	\$513,000	\$528,000	\$544,000	\$560,000
21	Water Conservation	\$377,000	\$388,000	\$400,000	\$412,000	\$424,000
22	General Administration	\$2,294,000	\$2,363,000	\$2,434,000	\$2,507,000	\$2,582,000
23	<b>Total Operating Expenses</b>	<b>\$17,168,000</b>	<b>\$17,328,000</b>	<b>\$18,126,000</b>	<b>\$18,964,000</b>	<b>\$19,839,000</b>
<b>Capital Costs</b>						
24	<b>Total Capital Spending</b>	<b>\$8,770,000</b>	<b>\$11,900,000</b>	<b>\$7,545,000</b>	<b>\$4,605,000</b>	<b>\$3,800,000</b>
25	<b>Debt Funded Capital</b>	<b>\$3,575,000</b>	<b>\$7,950,000</b>	<b>\$3,575,000</b>	<b>\$900,000</b>	<b>-</b>
27	Existing Debt Service	\$1,904,000	\$1,902,000	\$1,905,000	\$1,907,000	\$1,904,000
28	Cash Funded Capital Projects	\$5,195,000	\$3,950,000	\$3,970,000	\$3,705,000	\$3,800,000
29	CIP Efficiency Adjustment	(\$1,558,000)	(\$1,185,000)	(\$1,191,000)	(\$1,111,000)	(\$1,140,000)
30	New Debt Service	\$672,000	\$1,238,000	\$1,238,000	\$1,238,000	\$1,238,000
31	<b>Total Capital Expenses</b>	<b>\$6,213,000</b>	<b>\$5,905,000</b>	<b>\$5,922,000</b>	<b>\$5,739,000</b>	<b>\$5,802,000</b>
<b>Transfers</b>						
32	Transfer Out to Recycled Water	\$890,000	\$890,000	\$890,000	\$890,000	\$890,000
33	Transfer Out to WM/OM	\$550,000				
34	Funding for Affordability Program	\$86,000	\$86,000	\$86,000	\$86,000	\$86,000
35	<b>Total Revenue Requirement</b>	<b>\$24,907,000</b>	<b>\$24,209,000</b>	<b>\$25,024,000</b>	<b>\$25,679,000</b>	<b>\$26,617,000</b>
36	<b>Beginning Year Balance</b>	<b>\$16,758,000</b>	<b>\$13,743,000</b>	<b>\$13,874,000</b>	<b>\$14,365,000</b>	<b>\$15,434,000</b>
37	<b>Surplus/(Shortfall)</b>	<b>(\$3,015,000)</b>	<b>\$131,000</b>	<b>\$491,000</b>	<b>\$1,069,000</b>	<b>\$1,426,000</b>
38	<b>End of Year Balance</b>	<b>\$13,743,000</b>	<b>\$13,874,000</b>	<b>\$14,365,000</b>	<b>\$15,434,000</b>	<b>\$16,860,000</b>
39	<i>Minimum Reserves (by policy)</i>	\$12,322,667	\$12,376,000	\$12,642,000	\$12,921,333	\$13,213,000
40	<i>Available Cash</i>	\$1,420,333	\$1,498,000	\$1,723,000	\$2,512,666	\$3,647,000
41	<b>Debt Coverage Ratio</b>	<b>1.90</b>	<b>1.95</b>	<b>2.06</b>	<b>2.19</b>	<b>2.32</b>

# NOVATO POTABLE WATER OPERATING BUDGET DETAIL

Fiscal Year 2021/22

	Adopted Budget 21/22	Estimated Actual 20/21	Adopted Budget 20/21	Actual 19/20	Actual 18/19	Actual 17/18	Actual 16/17	Actual 15/16
<b>STATISTICS</b>								
1 Active Meters	20,616	20,606	20,558	20,554	20,546	20,543	20,544	20,535
2 Avg Commodity Rate/1,000 Gal (Net)	\$6.72	\$6.34	\$6.34	\$6.37	\$6.00	\$6.00	\$5.40	\$5.25
3 Potable Consumption (BG)	2.30	2.40	2.40	2.40	2.42	2.58	2.31	2.15
<b>OPERATING INCOME</b>								
4 Water Sales	\$20,470,000	\$20,294,000	\$19,846,000	\$20,709,608	\$19,145,251	\$19,645,814	\$16,772,060	\$15,489,903
5 Bill Adjustments	(72,000)	(66,000)	(72,000)	(59,788)	(72,061)	(143,395)	(130,587)	(64,461)
6 Sales to MMWD	-	-	-	-	-	155,846	-	-
7 Wheeling Charges-MMWD	101,000	153,000	98,000	104,765	97,866	92,977	91,374	90,217
8 Miscellaneous Service Revenue	246,000	187,000	267,000	257,864	266,268	268,563	252,038	277,479
9 <b>TOTAL OPERATING INCOME</b>	<b>\$20,745,000</b>	<b>\$20,568,000</b>	<b>\$20,139,000</b>	<b>\$21,012,449</b>	<b>\$19,437,324</b>	<b>\$20,019,805</b>	<b>\$16,984,885</b>	<b>\$15,793,138</b>
<b>OPERATING EXPENSE</b>								
<b>SOURCE OF SUPPLY</b>								
10 Supervision & Engineering	\$12,000	\$9,000	\$11,000	\$13,274	\$7,564	\$9,303	\$11,264	\$10,586
11 Operating Expense - Source	15,000	7,000	14,000	8,289	9,195	6,236	8,513	11,928
12 Maintenance/Monitoring of Dam	69,000	29,000	128,000	30,588	33,686	22,203	24,059	22,796
13 Maintenance of Lake & Intakes	21,000	5,000	20,000	14,240	24,172	10,690	7,575	6,299
14 Maintenance of Watershed	46,000	9,000	45,000	19,689	4,446	29,646	36,218	17,325
15 Water Purchased for Resale to MMWD	0	-	-	-	-	111,891	-	-
16 Water Quality Surveillance	18,000	-	15,000	1,642	1,669	6,728	3,513	3,137
17 Contract Water - SCWA	5,950,000	6,830,000	5,740,000	6,623,534	5,082,987	5,151,516	4,320,623	3,997,030
18 GASB 68 Adjustment	10,000	11,000	11,000	7,592	3,690	8,535	5,682	-
19 <b>TOTAL SOURCE OF SUPPLY</b>	<b>\$6,141,000</b>	<b>\$6,900,000</b>	<b>\$5,984,000</b>	<b>\$6,718,848</b>	<b>\$5,167,409</b>	<b>\$5,356,748</b>	<b>\$4,417,447</b>	<b>\$4,069,101</b>
<b>PUMPING</b>								
20 Operating Expense	\$3,000	-	\$3,000	-	-	-	-	-
21 Maintenance of Structures/Grounds	33,000	43,000	32,000	34,416	56,801	32,611	28,514	26,347
22 Maintenance of Pumping Equipment	55,000	41,000	113,000	158,903	41,304	39,435	30,354	13,507
23 Electric Power - Pumping	450,000	430,000	340,000	341,401	285,772	293,588	246,869	212,207
24 GASB 68 Adjustment	20,000	9,000	9,000	14,298	5,272	6,967	3,496	-
25 <b>TOTAL PUMPING</b>	<b>\$561,000</b>	<b>\$523,000</b>	<b>\$497,000</b>	<b>\$549,018</b>	<b>\$389,149</b>	<b>\$372,601</b>	<b>\$309,233</b>	<b>\$252,061</b>
<b>OPERATIONS</b>								
26 Supervision & Engineering	\$171,000	\$251,000	\$163,000	\$232,895	\$215,732	\$253,594	\$234,870	\$256,231
27 Operating Expense	319,000	390,000	256,000	507,830	306,774	400,138	343,890	304,897
28 Maintenance Expense	56,000	61,000	56,000	52,959	38,570	50,339	47,202	34,755
29 Telemetry Equipment/Controls Maint	96,000	64,000	95,000	61,798	84,979	94,523	101,568	68,674
30 Leased Line Expense	20,000	17,000	20,000	16,656	16,678	17,414	17,592	17,704
31 GASB 68 Adjustment	188,000	139,000	144,000	136,794	48,442	107,728	63,553	-
32 <b>TOTAL OPERATIONS</b>	<b>\$850,000</b>	<b>\$922,000</b>	<b>\$734,000</b>	<b>\$1,008,932</b>	<b>\$711,175</b>	<b>\$923,736</b>	<b>\$808,675</b>	<b>\$682,261</b>

# NOVATO POTABLE WATER OPERATING BUDGET DETAIL

Fiscal Year 2021/22

	Adopted Budget 21/22	Estimated Actual 20/21	Adopted Budget 20/21	Actual 19/20	Actual 18/19	Actual 17/18	Actual 16/17	Actual 15/16
<b>WATER TREATMENT</b>								
33 Supervision & Engineering	\$157,000	\$168,000	\$149,000	\$170,261	\$156,176	\$169,851	\$168,945	\$130,358
34 Operating Expense	353,000	176,000	324,000	284,929	228,878	276,795	349,671	313,024
35 <b>Purification Chemicals</b>	435,000	116,000	425,000	503,664	376,960	438,348	247,260	378,562
36 Sludge Disposal	130,000	94,000	123,000	93,987	88,352	100,305	107,942	90,043
37 Maintenance of Structures/Grounds	108,000	111,000	106,000	93,901	53,090	50,913	78,910	68,351
38 Purification Equipment Maintenance	193,000	225,000	186,000	200,107	162,714	212,385	186,246	150,989
39 Electric Power - Treatment	156,000	150,000	156,000	160,692	122,831	157,374	129,652	113,223
40 Laboratory Expense (net)	726,000	629,000	679,000	729,142	649,647	758,936	768,965	705,212
41 GASB 68 Adjustment	336,000	275,000	284,000	244,230	107,310	212,624	150,494	-
42 <b>TOTAL WATER TREATMENT</b>	<b>\$2,594,000</b>	<b>\$1,944,000</b>	<b>\$2,432,000</b>	<b>\$2,480,913</b>	<b>\$1,945,958</b>	<b>\$2,377,531</b>	<b>\$2,188,085</b>	<b>\$1,949,762</b>
<b>TRANSMISSION &amp; DISTRIBUTION</b>								
43 Supervision & Engineering	\$636,000	\$620,000	\$596,000	\$600,516	\$534,500	\$659,085	\$569,303	\$559,007
44 Maps & Records	163,000	128,000	189,000	121,602	132,053	159,512	168,267	110,877
45 Operation of T&D System	674,000	760,000	590,000	890,714	720,417	594,175	582,483	509,160
46 Storage Facilities Expense	147,000	141,000	139,000	113,029	107,033	110,077	155,641	150,066
47 Maintenance of Valves & Regulators	193,000	110,000	186,000	135,586	87,285	173,762	196,162	189,372
48 Maintenance of Mains	204,000	211,000	170,000	168,454	167,959	190,307	149,584	215,077
49 Backflow Prevention Program	243,000	235,000	216,000	187,669	231,822	186,692	155,536	150,298
50 Maintenance of Copper Services	215,000	176,000	159,000	131,389	182,789	157,337	159,769	142,083
51 Maintenance of PB Service Lines	498,000	460,000	466,000	443,334	558,788	471,527	473,695	532,436
52 Maintenance of Meters	145,000	148,000	133,000	96,608	113,810	126,985	66,356	100,402
53 Detector Check Assembly Maint	74,000	39,000	83,000	81,718	80,416	46,056	72,208	54,586
54 Maintenance of Hydrants	79,000	84,000	72,000	48,301	25,607	18,087	51,020	34,311
55 GASB 68 Adjustment	582,000	452,000	467,000	423,300	199,802	349,390	228,385	-
56 <b>TOTAL TRANSMISSION &amp; DISTRIB</b>	<b>\$3,853,000</b>	<b>\$3,564,000</b>	<b>\$3,466,000</b>	<b>\$3,442,219</b>	<b>\$3,142,281</b>	<b>\$3,242,992</b>	<b>\$3,028,409</b>	<b>\$2,747,675</b>
<b>CONSUMER ACCOUNTING</b>								
57 Meter Reading & Collection	\$142,000	\$15,000	\$141,000	\$38,348	\$99,549	\$190,554	\$182,663	\$189,262
58 Billing & Accounting	135,000	217,000	215,000	248,703	210,805	280,268	289,503	281,010
59 Contract Billing	18,000	20,000	18,000	13,742	15,484	16,395	16,692	17,160
60 Postage & Supplies	55,000	73,000	55,000	48,071	51,267	52,735	56,373	58,903
61 Credit Card Fees	65,000	60,000	60,000	64,242	55,709	46,678	29,685	24,592
62 Lock Box Service	11,000	11,000	11,000	10,998	10,944	10,944	10,944	10,944
63 Uncollectible Accounts	5,000	22,000	5,000	8,362	14,994	12,352	12,709	15,382
64 Office Equipment Expense	35,000	15,000	63,000	35,601	12,675	45,256	11,350	23,091
65 Distributed to Other Operations	(15,000)	(17,000)	(15,000)	(17,814)	(15,104)	(19,008)	(17,161)	(16,959)
66 GASB 68 Adjustment	47,000	97,000	101,000	56,438	29,463	75,257	49,950	-
67 <b>TOTAL CONSUMER ACCOUNTING</b>	<b>\$498,000</b>	<b>\$513,000</b>	<b>\$654,000</b>	<b>\$506,690</b>	<b>\$485,786</b>	<b>\$711,431</b>	<b>\$642,708</b>	<b>\$603,385</b>

# NOVATO POTABLE WATER OPERATING BUDGET DETAIL

Fiscal Year 2021/22

	Adopted Budget 21/22	Estimated Actual 20/21	Adopted Budget 20/21	Actual 19/20	Actual 18/19	Actual 17/18	Actual 16/17	Actual 15/16
<b>WATER CONSERVATION</b>								
68 Residential	\$252,000	\$190,000	\$243,000	\$198,881	\$246,347	\$235,438	\$270,150	\$320,620
69 Commercial	7,000	4,000	20,000	6,481	7,983	5,818	1,702	3,711
70 Public Outreach/Information	98,000	96,000	60,000	125,537	51,040	33,789	30,618	32,287
71 Large Landscape	19,000	9,000	28,000	17,317	19,839	33,662	36,818	24,877
72 GASB 68 Adjustment	1,000	47,000	48,000	34,547	16,575	36,183	21,754	-
73 <b>TOTAL WATER CONSERVATION</b>	<b>\$377,000</b>	<b>\$346,000</b>	<b>\$399,000</b>	<b>\$382,764</b>	<b>\$341,784</b>	<b>\$344,890</b>	<b>\$361,042</b>	<b>\$381,495</b>
<b>GENERAL &amp; ADMINISTRATION</b>								
74 Director's Expense	\$42,000	\$41,000	\$41,000	\$40,873	\$36,815	\$37,111	\$34,384	\$34,222
75 Legal Fees	21,000	15,000	21,000	16,569	20,853	20,173	28,043	20,488
76 Human Resources	51,000	71,000	55,000	52,870	96,677	62,348	31,451	25,036
77 Auditing Services	20,000	13,000	26,000	19,651	22,731	19,706	16,220	18,770
78 Consulting Services/Studies	351,000	86,000	318,000	142,010	304,645	223,041	51,567	138,735
79 General Office Salaries	1,158,000	1,268,000	1,250,000	1,157,428	1,083,904	1,441,496	1,492,719	1,309,502
80 Office Supplies	42,000	18,000	45,000	33,783	31,761	33,753	35,048	37,709
81 Employee Events	12,000	2,000	12,000	9,369	10,664	10,123	9,726	10,143
82 Other Administrative Expense	15,000	8,000	15,000	6,281	7,289	12,528	13,960	10,427
83 Election Cost	0	0	35,000	0	18,915	0	2,077	250
84 Dues & Subscriptions	97,000	140,000	99,000	83,386	79,986	59,362	59,046	59,271
85 Vehicle Expense	8,000	8,000	8,000	8,112	8,112	8,634	9,325	8,112
86 Meetings, Conf & Training	194,000	80,000	192,000	111,593	107,583	149,670	186,436	139,858
87 Telephone, Water, Gas & Electricity	52,000	48,000	48,000	46,251	38,758	40,595	45,355	42,458
88 Building & Grounds Maintenance	60,000	108,000	59,000	77,130	58,884	75,130	62,856	63,344
89 Office Equipment Expense	120,000	120,000	140,000	143,224	109,014	97,003	95,465	87,141
90 Insurance Premiums & Claims	163,000	180,000	155,000	109,939	99,040	92,292	87,319	140,366
91 Retiree Medical Benefits	224,000	210,000	200,000	186,221	197,855	174,528	164,969	168,935
92 (Gain)/Loss on Overhead Charges	(90,000)	(57,000)	(140,000)	(322,446)	905,403	(357,925)	(19,931)	(89,626)
93 G&A Distributed to Other Operations	(135,000)	(145,000)	(145,000)	(130,592)	(140,526)	(157,976)	(161,036)	(126,771)
94 G&A Applied to Construction Projects	(501,000)	(345,000)	(477,000)	(389,809)	(374,552)	(346,105)	(290,813)	(359,689)
95 GASB45/75 Adjustment (OPEB)	-	-	-	20,250	15,707	(35,788)	120,988	-
96 GASB68 Adjustment (Pension Liability)	390,000	427,000	411,000	1,558,480	124,583	342,715	207,182	-
97 <b>TOTAL GENERAL &amp; ADMINISTRATION</b>	<b>\$2,294,000</b>	<b>\$2,296,000</b>	<b>\$2,368,000</b>	<b>\$2,980,572</b>	<b>\$2,864,101</b>	<b>\$2,002,414</b>	<b>\$2,282,356</b>	<b>\$1,738,681</b>
98 Depreciation Expense	\$2,807,000	\$2,785,000	\$2,868,000	\$2,660,688	2,752,212	\$2,730,867	\$2,710,627	\$2,577,081
99 <b>TOTAL OPERATING EXPENSE</b>	<b>\$19,975,000</b>	<b>\$19,793,000</b>	<b>\$19,402,000</b>	<b>\$20,730,643</b>	<b>\$17,799,855</b>	<b>\$18,063,210</b>	<b>\$16,748,582</b>	<b>\$15,001,502</b>
100 <b>NET OPERATING INCOME/(LOSS)</b>	<b>\$770,000</b>	<b>\$775,000</b>	<b>\$737,000</b>	<b>\$281,805</b>	<b>\$1,637,470</b>	<b>\$1,956,595</b>	<b>\$236,303</b>	<b>\$791,636</b>

**NOVATO RECYCLED WATER**  
**BUDGET SUMMARY**  
**Fiscal Year 2021/22**

	<i>Adopted Budget 2021/22</i>	<i>Estimated Actual 2020/21</i>	<i>Adopted Budget 2020/21</i>
<b>OPERATING INCOME</b>			
1 Recycled Water Sales	\$1,554,000	\$1,466,000	\$1,234,000
2 Bimonthly Service Charge	116,000	70,000	58,000
3 <b>Total Operating Income</b>	<b>\$1,670,000</b>	<b>\$1,536,000</b>	<b>\$1,292,000</b>
<b>OPERATING EXPENDITURES</b>			
4 Purchased Water - NSD	270,000	\$262,000	\$213,000
5 Purchased Water - LGVSD	120,000	96,000	71,000
6 Pumping	9,000	4,000	7,000
7 Operations	97,000	190,000	74,000
8 Water Treatment	35,000	14,000	31,000
9 Transmission & Distribution	65,000	27,000	62,000
10 Consumer Accounting	2,000	2,000	1,000
11 General Administration	70,000	70,000	61,000
12 Depreciation	779,000	786,000	673,000
13 <b>Total Operating Expenditures</b>	<b>\$1,447,000</b>	<b>\$1,451,000</b>	<b>\$1,193,000</b>
14 <b>NET OPERATING INCOME (LOSS)</b>	<b>\$223,000</b>	<b>\$85,000</b>	<b>\$99,000</b>
<b>NON-OPERATING INCOME/(EXPENSE)</b>			
15 Interest Revenue	\$70,000	62,000	\$140,000
16 MCC Interest Payments	11,000	12,000	12,000
17 Transfers Out from Capital Expansion Fund	(501,000)	-	(369,000)
18 Deer Island SRF Loan Interest Expense	(36,000)	(42,000)	(42,000)
19 Distrib System SRF Loans Interest Exp	(215,000)	(228,000)	(228,000)
20 <b>Total Non-Operating Income/(Expense)</b>	<b>(\$671,000)</b>	<b>(\$196,000)</b>	<b>(\$487,000)</b>
21 <b>NET INCOME/(LOSS)</b>	<b>(\$448,000)</b>	<b>(\$111,000)</b>	<b>(\$388,000)</b>
<b>OTHER SOURCES/(USES) OF FUNDS</b>			
22 Add Depreciation Expense	\$779,000	\$786,000	\$673,000
23 Connection Fees Transferred from (to) Novato	890,000	894,000	794,000
24 MCC Principal Repayment	38,000	37,000	37,000
25 Capital Improvement Projects	(100,000)	(100,000)	(100,000)
26 Deer Island SRF Loan Principal Payments	(237,000)	(232,000)	(232,000)
27 Distrib System SRF Loan Principal Pmts	(675,000)	(663,000)	(663,000)
28 <b>Total Other Sources/(Uses)</b>	<b>\$695,000</b>	<b>\$722,000</b>	<b>\$509,000</b>
29 <b>CASH INCREASE/(DECREASE)</b>	<b>\$247,000</b>	<b>\$611,000</b>	<b>\$121,000</b>

**NOVATO RECYCLED WATER**  
**FY 21/22-Five-Year Financial Forecast**

	Budget	Forecast	Forecast	Forecast	Forecast
Fiscal Year Ending June 30 >	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>
1 Active Services @ Fiscal Year End	96	96	96	96	96
2 Commodity Rate/1,000 Gal	\$6.61	\$7.01	\$7.36	\$7.73	\$8.12
3 Consumption (MG)	235	235	235	235	235
<b>OPERATING REVENUE</b>					
4 Recycled Water Sales	1,554,000	1,648,000	1,730,000	1,817,000	1,907,000
5 Bimonthly Service Charge	116,000	123,000	129,000	135,000	142,000
6 <b>Total Operating Revenue</b>	<b>1,670,000</b>	<b>1,771,000</b>	<b>1,859,000</b>	<b>1,952,000</b>	<b>2,049,000</b>
<b>OPERATING EXPENSE</b>					
7 Purchased Water - NSD	270,000	278,000	286,000	295,000	304,000
8 Purchased Water - LGVSD	120,000	124,000	128,000	132,000	136,000
9 <b>OPERATING EXPENSE</b>					
10 Other Operating Expenses	278,000	292,000	307,000	322,000	338,000
11 Depreciation	779,000	779,000	779,000	779,000	779,000
12 <b>Total Operating Expense</b>	<b>1,447,000</b>	<b>1,473,000</b>	<b>1,500,000</b>	<b>1,528,000</b>	<b>1,557,000</b>
<b>NON-OPERATING REVENUE/(EXPENSE)</b>					
13 Interest Revenue	70,000	70,000	70,000	70,000	70,000
14 Interest Expense	(251,000)	(210,000)	(195,000)	(192,000)	(190,000)
15 Transfers Out from Capital Expansion Fund	(501,000)	(538,000)	(569,000)	(601,000)	(635,000)
16 Other Revenue/(Expense)	11,000	11,000	11,000	11,000	11,000
17 <b>Total Non-Op Revenue/(Expense)</b>	<b>(671,000)</b>	<b>(667,000)</b>	<b>(683,000)</b>	<b>(712,000)</b>	<b>(744,000)</b>
18 <b>NET INCOME/(LOSS)</b>	<b>(448,000)</b>	<b>(369,000)</b>	<b>(324,000)</b>	<b>(288,000)</b>	<b>(252,000)</b>
<b>OTHER SOURCES/(USES) OF FUNDS</b>					
19 Add Depreciation Expense	779,000	779,000	779,000	779,000	779,000
20 Loan Principal Repayment Received	38,000	39,000	40,000	41,000	42,000
21 Novato Potable FRC Fund Trsf	890,000	714,000	687,000	665,000	665,000
22 Capital Improvement Projects	(100,000)	(100,000)	(100,000)	(100,000)	(100,000)
23 Deer Island TP Loan Principal Pmt	(237,000)	(243,000)	(246,000)	(249,000)	(251,000)
24 Distrib Sys Exp Loan Principal Pmt	(675,000)	(710,000)	(722,000)	(722,000)	(722,000)
25 <b>Total Other Sources/Uses</b>	<b>695,000</b>	<b>479,000</b>	<b>438,000</b>	<b>414,000</b>	<b>413,000</b>
26 <b>Cash Increase/(Decrease)</b>	<b>247,000</b>	<b>110,000</b>	<b>114,000</b>	<b>126,000</b>	<b>161,000</b>
27 <b>Ending Reserve Balance</b>	<b>4,930,000</b>	<b>5,040,000</b>	<b>5,154,000</b>	<b>5,280,000</b>	<b>5,441,000</b>
28 <b>% Rate Increase<sup>1</sup></b>	<b>6.0%</b>	<b>6.0%</b>	<b>5.0%</b>	<b>5.0%</b>	<b>5.0%</b>

29 <sup>1</sup>Fiscal year 2022 Rate increase to be reviewed for approval by the Board of Directors on June 15, 2021. FY 2023 through 2026 are projections for financial forecasting purposes only - not yet approved by the Board of Directors.

**WEST MARIN WATER**  
**BUDGET SUMMARY**  
**Fiscal Year 2021/22**

	<i>Adopted Budget 2021/22</i>	<i>Estimated Actual 2020/21</i>	<i>Adopted Budget 2020/21</i>
<b>OPERATING INCOME</b>			
1 Water Sales	\$1,005,000	\$951,000	\$932,000
2 Misc Service Charges	7,000	7,000	7,000
3 <b>Total Operating Income</b>	<b>\$1,012,000</b>	<b>\$958,000</b>	<b>\$939,000</b>
<b>OPERATING EXPENDITURES</b>			
4 Source of Supply	\$28,000	\$25,000	\$18,000
5 Pumping	76,000	75,000	63,000
6 Operations	79,000	73,000	49,000
7 Water Treatment	165,000	260,000	165,000
8 Transmission & Distribution	168,000	110,000	166,000
9 Consumer Accounting	26,000	22,000	26,000
10 Water Conservation	4,000	37,000	9,000
11 General Administration	64,000	107,000	64,000
12 Depreciation Expense	269,000	200,000	188,000
13 <b>Total Operating Expenditures</b>	<b>\$879,000</b>	<b>\$909,000</b>	<b>\$748,000</b>
14 <b>NET OPERATING INCOME (LOSS)</b>	<b>\$133,000</b>	<b>\$49,000</b>	<b>\$191,000</b>
<b>NON-OPERATING REVENUE/(EXPENSE)</b>			
15 PR-2 County Tax Allocation	\$56,000	\$55,000	\$57,000
16 Interest Revenue	6,000	12,000	11,000
17 Loan Interest Expense	(30,000)	(22,000)	(22,000)
18 <b>Total Non-Operating Income/(Expense)</b>	<b>\$32,000</b>	<b>\$45,000</b>	<b>\$46,000</b>
19 <b>NET INCOME/(LOSS)</b>	<b>\$165,000</b>	<b>\$94,000</b>	<b>\$237,000</b>
<b>OTHER SOURCES/(USES) OF FUNDS</b>			
20 Add Depreciation Expense	\$269,000	\$200,000	\$188,000
21 Connection Fees	-	-	23,000
22 Grant/Loan Proceeds	550,000	1,411,000	385,000
23 Capital Improvement Projects	(1,085,000)	(1,831,000)	(1,485,000)
24 Loan Principal Payments	(141,000)	(49,000)	(49,000)
25 <b>Total Other Sources/(Uses)</b>	<b>(\$407,000)</b>	<b>(\$269,000)</b>	<b>(\$938,000)</b>
26 <b>CASH INCREASE/(DECREASE)</b>	<b>(\$242,000)</b>	<b>(\$175,000)</b>	<b>(\$701,000)</b>

**WEST MARIN WATER**  
**FY 21/22-Five-Year Financial Forecast**

	Budget 2021/22	Projected 2022/23	Projected 2023/24	Projected 2024/25	Projected 2025/26
<b>BASIC DATA</b>					
1 Active Meters	785	786	786	787	787
2 Avg Commodity Rate/1,000 Gal	\$12.21	\$12.94	\$13.72	\$14.54	\$15.42
3 Potable Consumption (MG)	65.0	67.0	67.0	67.0	67.0
<b>OPERATING REVENUE</b>					
4 Commodity Charge	\$794,000	\$867,000	\$919,000	\$974,000	\$1,033,000
5 Bimonthly Service Charge	211,000	224,000	237,000	251,000	251,000
6 Miscellaneous Service Charges	7,000	7,000	7,000	7,000	7,000
7 <b>Total Operating Revenue</b>	<b>\$1,012,000</b>	<b>\$1,098,000</b>	<b>\$1,163,000</b>	<b>\$1,232,000</b>	<b>\$1,291,000</b>
8 Operating Expenditures	\$610,000	\$628,000	\$647,000	\$666,000	\$686,000
9 Depreciation Expense	269,000	287,000	291,000	296,000	306,000
10 <b>Total Operating Expense</b>	<b>\$879,000</b>	<b>\$915,000</b>	<b>\$938,000</b>	<b>\$962,000</b>	<b>\$992,000</b>
11 <b>NET OPERATING INCOME</b>	<b>\$133,000</b>	<b>\$183,000</b>	<b>\$225,000</b>	<b>\$270,000</b>	<b>\$299,000</b>
<b>NON-OPERATING REVENUE/(EXPENSE)</b>					
12 Interest Revenue	\$6,000	\$4,000	\$5,000	\$5,000	\$3,000
13 Interest Expense	(30,000)	(48,000)	(42,000)	(38,000)	(32,000)
14 PR-2 County Tax Allocation	56,000	57,000	58,000	59,000	60,000
15 <b>Total Non-Op Revenue/(Expense)</b>	<b>32,000</b>	<b>13,000</b>	<b>21,000</b>	<b>26,000</b>	<b>31,000</b>
16 <b>Net Income</b>	<b>\$165,000</b>	<b>\$196,000</b>	<b>\$246,000</b>	<b>\$296,000</b>	<b>\$330,000</b>
<b>OTHER SOURCES/(USES)</b>					
17 Add Depreciation Expense	\$269,000	\$287,000	\$291,000	\$296,000	\$306,000
18 Connection Fees	-	23,000	-	23,000	-
19 Capital Improvement Projects	(1,085,000)	(256,000)	(311,000)	(624,000)	(504,000)
20 Grant/Loan Proceeds	-	-	-	-	-
21 Loan from Novato Water	550,000	(134,000)	(130,000)	(140,000)	(146,000)
22 Debt Principal Payments	(141,000)	(52,000)	(54,000)	(56,000)	(56,000)
23 Net Change in Working Capital	-	-	-	-	-
24 <b>Total Other Sources/(Uses)</b>	<b>(\$407,000)</b>	<b>(\$132,000)</b>	<b>(\$204,000)</b>	<b>(\$501,000)</b>	<b>(\$400,000)</b>
25 <b>Cash Increase/(Decrease)</b>	<b>(\$242,000)</b>	<b>\$64,000</b>	<b>\$42,000</b>	<b>(\$205,000)</b>	<b>(\$70,000)</b>
26 Operating Reserve	\$203,300	\$209,300	\$215,700	\$190,300	\$197,000
27 System Expansion Reserve	92,700	150,700	186,300	(25,000)	(101,700)
28 Liability Contingency Reserve	99,000	99,000	99,000	99,000	99,000
29 <b>ENDING CASH BALANCE</b>	<b>\$395,000</b>	<b>\$459,000</b>	<b>\$501,000</b>	<b>\$296,000</b>	<b>\$226,000</b>
<b>% Rate Increase<sup>1</sup></b>	<b>6.0%</b>	<b>6.0%</b>	<b>6.0%</b>	<b>6.0%</b>	<b>6.0%</b>

<sup>1</sup>Fiscal year 2022 Rate increase to be reviewed for approval by the Board of Directors on June 22, 2021. FY 2023 through 2026 are projections for financial forecasting purposes only - not yet approved by the Board of Directors.

**OCEANA MARIN SEWER**  
**BUDGET SUMMARY**  
*Fiscal Year 2021/22*

	<i>Adopted Budget 2021/22</i>	<i>Estimated Actual 2020/21</i>	<i>Adopted Budget 2020/21</i>
<b>OPERATING INCOME</b>			
1 Monthly Sewer Service Charge	<b>\$290,000</b>	\$276,000	\$276,000
2 Misc Service Charges	-	-	-
3 <b>Total Operating Income</b>	<b>\$290,000</b>	\$276,000	\$276,000
<b>OPERATING EXPENDITURES</b>			
4 Sewage Collection	<b>\$94,000</b>	\$131,000	\$88,000
5 Sewage Treatment	<b>54,000</b>	30,000	45,000
6 Sewage Disposal	<b>47,000</b>	26,000	45,000
7 Consumer Accounting	<b>2,000</b>	2,000	2,000
8 General Administration	<b>12,000</b>	47,000	27,000
9 Depreciation Expense	<b>49,000</b>	44,000	48,000
10 <b>Total Operating Expenditures</b>	<b>\$258,000</b>	\$280,000	\$255,000
11 <b>NET OPERATING INCOME (LOSS)</b>	<b>\$32,000</b>	(\$4,000)	\$21,000
<b>NON-OPERATING REVENUE/(EXPENSE)</b>			
12 OM-1/OM-3 Tax Allocation	<b>\$60,000</b>	\$59,000	\$61,000
13 Interest Revenue	<b>4,000</b>	6,000	3,000
14 Interest Expense	<b>(3,000)</b>	-	-
15 Miscellaneous Expense	<b>(1,000)</b>	(1,000)	-
16 <b>Total Non-Op Income/(Expense)</b>	<b>\$60,000</b>	\$64,000	\$64,000
	<b>NET INCOME/(LOSS)</b>	\$60,000	\$85,000
<b>OTHER SOURCES/(USES) OF FUNDS</b>			
17 Add Depreciation Expense	<b>\$49,000</b>	\$44,000	\$48,000
18 Connection Fees	-	-	-
19 Grant/Loan Proceeds	<b>1,450,000</b>	86,000	225,000
20 Capital Improvement Projects	<b>(1,590,000)</b>	(110,000)	(\$290,000)
21 <b>Total Other Sources/(Uses)</b>	<b>(\$91,000)</b>	\$20,000	(\$17,000)
22 <b>CASH INCREASE/(DECREASE)</b>	<b>\$1,000</b>	\$80,000	\$68,000

**OCEANA MARIN SEWER**  
**FY 21/22-Five-Year Financial Forecast**

	<b>Budget 2021/22</b>	<b>Projected 2022/23</b>	<b>Projected 2023/24</b>	<b>Projected 2024/25</b>	<b>Projected 2025/26</b>	
<b>BASIC DATA</b>						
1	Number of Connections	235	236	236	237	237
2	Monthly Service Charge	\$103.00	\$108.00	\$113.00	\$119.00	\$125.00
<b>OPERATING REVENUE</b>						
3	Monthly Service Charge	\$290,000	\$306,000	\$320,000	\$338,000	\$356,000
4	Miscellaneous Service Charges	-	-	-	-	-
5	<b>Total Operating Revenue</b>	<b>\$290,000</b>	<b>\$306,000</b>	<b>\$320,000</b>	<b>\$338,000</b>	<b>\$356,000</b>
<b>OPERATING EXPENSE</b>						
6	Operating Expenditures	\$209,000	\$215,000	\$221,000	\$227,000	\$233,000
7	Depreciation Expense	49,000	76,000	82,000	88,000	96,000
8	<b>Total Operating Expense</b>	<b>\$258,000</b>	<b>\$291,000</b>	<b>\$303,000</b>	<b>\$315,000</b>	<b>\$329,000</b>
9	<b>NET OPERATING INCOME</b>	<b>\$32,000</b>	<b>\$15,000</b>	<b>\$17,000</b>	<b>\$23,000</b>	<b>\$27,000</b>
<b>NON-OPERATING REVENUE/(EXPENSE)</b>						
10	Interest Revenue	\$4,000	\$4,000	\$4,000	\$2,000	\$3,000
11	Interest Expense	(3,000)	(3,000)	(2,800)	(2,500)	(6,500)
12	OM-1/OM-3 Tax Allocation	60,000	61,000	62,000	63,000	64,000
13	Miscellaneous Expense	(1,000)	(1,000)	(1,000)	(1,000)	(1,000)
14	<b>Total Non-Op Revenue/(Expense)</b>	<b>\$60,000</b>	<b>\$61,000</b>	<b>\$62,200</b>	<b>\$61,500</b>	<b>\$59,500</b>
15	<b>Net Income</b>	<b>\$92,000</b>	<b>\$76,000</b>	<b>\$79,200</b>	<b>\$84,500</b>	<b>\$86,500</b>
<b>OTHER SOURCES/(USES)</b>						
16	Add Depreciation Expense	\$49,000	\$76,000	\$82,000	\$88,000	\$96,000
17	Connection Fees	-	30,000	-	30,000	-
18	Capital Improvement Projects	(1,590,000)	(370,000)	(350,000)	(452,000)	(282,000)
19	Grant/Loan Proceeds	1,450,000	250,000	-	400,000	-
20	Debt Principal Payments	-	(30,000)	(30,200)	(30,500)	(72,000)
21	<b>Total Other Sources/(Uses)</b>	<b>(\$91,000)</b>	<b>(\$44,000)</b>	<b>(\$298,200)</b>	<b>\$35,500</b>	<b>(\$258,000)</b>
22	<b>Cash Increase/(Decrease)</b>	<b>\$1,000</b>	<b>\$32,000</b>	<b>(\$219,000)</b>	<b>\$120,000</b>	<b>(\$171,500)</b>
23	<b>ENDING CASH BALANCE</b>	<b>\$382,000</b>	<b>\$414,000</b>	<b>\$195,000</b>	<b>\$315,000</b>	<b>\$144,000</b>
	<b>% Rate Increase<sup>1</sup></b>	<b>5.0%</b>	<b>5.0%</b>	<b>5.0%</b>	<b>5.0%</b>	<b>5.0%</b>

<sup>1</sup>Fiscal year 2022 Rate increase to be reviewed for approval by the Board of Directors on June 22, 2021. FY 2023 through 2026 are projections for financial forecasting purposes only - not yet approved by the Board of Directors.

**CAPITAL IMPROVEMENT PROJECTS**

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		FY22	FY23	FY22 & FY23 Project Description
1.	PIPELINE REPLACEMENTS/ADDITIONS			
	a. Main/Pipeline Replacements			
1.7189.00	1 Replace 12" CI Pipe Novato Blvd (785LF)	-	\$50,000	Replace 60 year old Cast-Iron-Pipe that has a high frequency of breaks and is at the end of its useful life.
1.7183.xx	2 Replace Plastic Thin Walled Pipe < 4-inch	\$150,000	\$150,000	Ongoing systematic replacement of all plastic TW pipe < 4-inch.
1.7195.00	3 Novato Blvd Widening - Diablo to Grant (4100LF)	\$200,000	\$1,300,000	Replaces 60 year old cast iron pipe and replaces 50+ old ACP with 12" PVC; Joint project with City and Novato Sanitary District.
	4 Other Main Replacements (60+ years old)	\$200,000	-	Unplanned repairs/replacements for failing mains.
		\$550,000	\$1,500,000	
	b. Main/Pipeline Additions			
1.7150.00	1 San Mateo 24" Inlet/Outlet Pipe (2,200')	\$850,000	-	
	2 Loop Los Robles Rd and Posada Del Sol	-	\$125,000	
	3 Other Main/Pipeline Additions	\$150,000	\$150,000	Misc. Projects to loop dead end mains
		\$1,000,000	\$275,000	
	c. Polybutylene Service Line Replacements			
1.7139.xx	1 Replace PB in Sync w/City Paving (30 Services)	\$70,000	\$70,000	Ongoing systematic replacement of PB services in advance of City paving projects.
1.7123.xx	2 Other PB Replacements (40 Services)	-	\$80,000	Ongoing systematic replacement of PB services.
		\$70,000	\$150,000	
	d. Relocations to Sync w/City & County CIP			
1.8737.xx	1 Other Relocations	\$70,000	\$25,000	Relocate facilities for yet to be identified City/County Projects.
		\$70,000	\$25,000	
	<b>TOTAL PIPELINE REPLACEMENTS/ADDITIONS</b>	<b>\$1,690,000</b>	<b>\$1,950,000</b>	

**CAPITAL IMPROVEMENT PROJECTS**

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		FY22	FY23	FY22 & FY23 Project Description
<b>2.</b>	<b>SYSTEM IMPROVEMENTS</b>			
1.7007.14	a. DCA Repair/Replace-FY21 (~14/yr)	\$100,000	\$100,000	Ongoing program to replace old assemblies
1.7090.04	b. Anode Installations-FY21 (150/yr)	\$10,000	\$10,000	Place anodes on copper laterals for corrosion protection. Prioritize bad sand sites
1.6313.20	c. Pressure Reducing Station - Harbor Drive	\$25,000	-	
1.6302.21	d. Pressure Reducing Station - Blackpoint	\$25,000	-	
1.7136.00	e. Facilities Security Enhancements	-	\$25,000	
1.7190.00	f. San Marin Aqueduct Valve Pit (STP to Zone 2)	\$150,000	-	Piping/Valve modifications to allow downtown Zone 1 water (from STP) to supply San Marin pump station.
	g. Other System Improvements	-	\$200,000	
	<b>TOTAL SYSTEM IMPROVEMENTS</b>	<b>\$310,000</b>	<b>\$335,000</b>	
<b>3.</b>	<b>BUILDING, YARD, STP IMPROVEMENTS</b>			
	a. Administration Building			
1.6501.44	1 NMWD Headquarters Upgrade (Note 1)	\$3,475,000	\$7,950,000	50-year-old building requires significant upgrading; Phases 1 - 2 shown
		\$3,475,000	\$7,950,000	
	b. Stafford Treatment Plant			
1.6600.69	1 Dam Concrete Repair (Apron)	\$50,000	-	Ongoing patch repairs as needed.
1.6600.96	2 Leveroni Creek Embankment Repair (Note 2)	\$175,000	-	Repair/stabilize culvert embankment under access road to STP/IVGC.
	3 Concrete Apron Overlay	-	\$100,000	
1.6600.xx	4 Other Treatment Plant Improvements	\$50,000	\$50,000	Miscellaneous plant improvements.
1.6600.92	5 STP - Chemical System Upgrades (Tank R&R)	\$75,000	\$75,000	Ongoing replacement of original chemical storage tanks (circa 2006) that are at the end of their useful life.
1.6600.83	6 Filter Underdrain/Media R&R	\$20,000	\$20,000	Filter underdrain inspection and media replacement for each filter unit (one per year).
		\$370,000	\$245,000	
	<b>TOTAL BUILDING, YARD, STP IMPROVEMENTS</b>	<b>\$3,845,000</b>	<b>\$8,195,000</b>	

**CAPITAL IMPROVEMENT PROJECTS**

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		FY22	FY23	FY22 & FY23 Project Description
4.	STORAGE TANKS/PUMP STATIONS			
	a. Tank Construction			
1.6207.20	1 Old Ranch Rd Tank No. 2 (100k gal)	\$1,600,000	-	Award construction in FY21, construction complete FY22
		\$1,600,000	-	
	b. Tank Rehabilitation			
1.7170.00	1 Hydropneumatic Tank Repairs	\$130,000	-	Ongoing program to inspect/Repair the 7 tanks in compliance with State Code.
	2 Garner Tank Recoat (0.1 MG)	-	\$170,000	
	3 Lynwood Recoat/Seismic Upgrade (0.85MG & 0.5MG)	-	\$1,000,000	
		\$130,000	\$1,170,000	
1.6112.24	c. Lynwood P.S. Motor Control Center	\$525,000	-	Move motor controls above-ground.
1.6141.00	d. Crest PS (Design/Const) /Reloc School Rd PS	\$375,000	-	Replace School Rd PS with new facility on Bahia Drive.
	e. Davies PS Upgrade	-	\$50,000	
	f. Fire Flow Backfeed Valve Nunes Tank	-	\$200,000	
		\$900,000	\$250,000	
	TOTAL STORAGE TANKS/PUMP STATIONS	\$2,630,000	\$1,420,000	
	TOTAL NOVATO SERVICE AREA	\$8,475,000	\$11,900,000	
5.	RECYCLED WATER			
5.7162.xx	a. Replace CI in Atherton Avenue (1320LF)	\$50,000	\$350,000	1950's era cast iron pipe re-purposed for RW. Sliplining maybe used.
5.7162.xx	b. Other Recycled Water Expenditures	\$50,000	-	Retrofit existing potable irrigation customers to RW.
	TOTAL RECYCLED WATER PROJECTS	\$100,000	\$350,000	

**CAPITAL IMPROVEMENT PROJECTS**

		FY22	FY23	FY22 & FY23 Project Description
6.	WEST MARIN WATER SYSTEM			
2.6263.20	a. Replace PRE Tank #4A (25K gal w/125K gal)	-	-	Replace and upsize redwood tank destroyed in Vision Fire with concrete tank.
2.6609.20	b. New Gallagher Well #2	\$631,000	-	Permit and construct 2nd well at Gallagher Ranch.
2.8829.xx	c. PB Replace in Sync w/ County Paving	\$50,000	-	For 25 replacements.
2-7185-00	d. Gallagher Ranch Streambank Stabilization (Note 3)	\$4,000	\$4,000	Monitoring costs over 5 years.
2.8912.00	e. Lagunitas Creek Bridge Pipe Replacement (Caltrans)	\$400,000	\$52,000	Relocate/replace 8-inch water main across Lagunitas Creek Bridge.
	f. Miscellaneous Water System Improvements	-	\$200,000	
	TOTAL WEST MARIN WATER SYSTEM PROJECTS	<u>\$1,085,000</u>	<u>\$256,000</u>	
7.	OCEANA MARIN SEWER SYSTEM			
8.8672.28	a. Infiltration Repair (Manhole Relining)	\$40,000	\$40,000	Ongoing work to identify and repair collection pipelines to prevent rainwater from leaking into the system.
8.7085.05	b. Tahiti Way Lift Pumps Replacement	\$100,000	-	Replacement of Lift Pumps
8.7173.00	c. OM Treatment Pond Rehab (Note 5)	\$1,450,000	\$205,000	Hazard mitigation project to armor the existing earthen treatment pond berms to minimize storm erosion and damage due to earthquakes.
	d. North St. Lift Station Bypass	-	-	
	e. Sewer Force Main Improvements	-	\$125,000	adding isolation valves or other appurtenances in the 3,000+ LF FM to allow for repairs in the system
	TOTAL OCEANA MARIN SEWER SYSTEM PROJECTS	<u>\$1,590,000</u>	<u>\$370,000</u>	

**CAPITAL IMPROVEMENT PROJECTS**

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	FY22	FY23	FY22 & FY23 Project Description
<b><u>SUMMARY - GROSS PROJECT OUTLAY</u></b>			
Novato Water	\$8,475,000	\$11,900,000	
Recycled Water	\$100,000	\$350,000	
West Marin Water	\$1,085,000	\$256,000	
Oceana Marin Sewer	\$1,590,000	\$370,000	
<b>GROSS PROJECT OUTLAY</b>	<b>\$11,250,000</b>	<b>\$12,876,000</b>	
<b>LESS FUNDED BY LOANS/GRANTS/OTHER</b>			
a. Office/Yard Building Refurbish (Note 1)	(\$3,575,000)	(\$7,950,000)	
b. WM Novato Water Loan to WM (Note 3)	(\$550,000)	-	
c. OM Treatment Pond Rehab (Note 4)	(\$1,450,000)	-	
<b>TOTAL LOAN/GRANT FUNDS</b>	<b>(\$5,575,000)</b>	<b>(\$7,950,000)</b>	
<b><u>SUMMARY - NET PROJECT OUTLAY</u></b>			
Novato Capital Improvement Net Project Outlay	\$4,900,000	\$3,950,000	
Recycled Water	\$100,000	\$350,000	
West Marin Water	\$535,000	\$256,000	
Oceana Marin Sewer	\$140,000	\$370,000	
<b>NET PROJECT OUTLAY</b>	<b>\$5,675,000</b>	<b>\$4,926,000</b>	
Total Number of District Projects	34	27	
Novato 5-Year Average of Internally Funded Projects FY21/22-FY25/26	<b>\$4,070,000</b>		
RW 5-Year Average of Internally Funded Projects FY21/22-FY25/26	<b>\$150,000</b>		
West Marin 5-Year Average of Internally Funded Projects FY21/22-FY25/26	<b>\$450,000</b>		
Oceana Marin 5-Year Average of Internally Funded Projects FY21/22-FY25/26	<b>\$240,000</b>		

**CAPITAL IMPROVEMENT PROJECTS**

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	<b>FY22</b>	<b>FY23</b>	<b>FY22 &amp; FY23 Project Description</b>
<b>NOVATO POTABLE WATER DEBT SERVICE</b>			
a. STP SRF Loan	\$1,044,000	\$1,044,000	
b. AEEP Bank Loan	\$482,000	\$482,000	
c. Advanced Meter Info Retrofit Loan	\$378,000	\$376,000	
d. Admin Building Renovation Loan (Note 1)	672,000	1,238,000	
	<u>\$2,576,000</u>	<u>\$3,140,000</u>	
<b>NOVATO RECYCLED WATER DEBT SERVICE</b>			
e. Deer Island Facility SRF Loan	\$273,000	\$273,000	
f. RW North Expansion SRF Loan	\$282,000	\$282,000	
g. RW South Expansion SRF Loan	\$332,000	\$332,000	
h. RW Central Exp SRF Loan (Net of MCC)	\$276,000	\$276,000	
	<u>\$1,163,000</u>	<u>\$1,163,000</u>	
<b>WEST MARIN WATER DEBT SERVICE</b>			
i. WM Novato Water Loan Payback	\$100,000	\$163,000	
j. TP Solids Handling Bank Loan	\$71,000	\$71,000	
	<u>\$171,000</u>	<u>\$234,000</u>	
<b>OCEANA MARIN SEWER DEBT SERVICE</b>			
k. CIP Financing	\$3,000	\$33,000	
	<u>\$3,000</u>	<u>\$33,000</u>	
	<u><u>TOTAL DEBT SERVICE</u></u>	<u><u>\$3,913,000</u></u>	<u><u>\$4,570,000</u></u>
	<u><u>NET PROJECT OUTLAY &amp; DEBT SERVICE</u></u>	<u><u>\$9,588,000</u></u>	<u><u>\$9,496,000</u></u>

**CAPITAL IMPROVEMENT PROJECTS**

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		FY22	FY23	FY22 & FY23 Project Description
<b>STUDIES &amp; SPECIAL PROJECTS</b>				
1.4057.00	a	Local Water Supply Enhancement Study	\$150,000	-
1.7039.02	b	Novato Water Master Plan Update	-	\$95,000
1.4077.00	d.	Potter Valley FERC Relicensing	\$5,000	-
1.6501.43	c.	Electronic Document Management System	\$60,000	-
	d.	District Boundary Election Map Review and Redraw e.	\$40,000	-
		Lynwood/San Marin Zone 2 Pumping Study	-	\$30,000
	f.	Cathodic Protection Master Plan	\$20,000	-
	g.	Pump Efficiency/Hydraulic Study	\$30,000	-
	h.	Crest/Black Point Zone Modification Eval.	-	\$27,000
			<u>\$305,000</u>	<u>\$152,000</u>

Note 1 - \$16.2M NMWD Headquarters Upgrade is proposed to be funded by 20 year 3.5% Bank Loan.

Note 2 - Project developed as part of October 2017 Feasibility Assessment prepared by Prunuske Chatham, Inc.

Note 3 - Loan from Novato Water - As included in the 2021 WM Water rate study - to be paid back with interest. Loan to occur in FY21 & FY22.

The timing of the loan will be dependent on the progress of construction of PRE Tank#4A which is uncertain due to a current appeal.

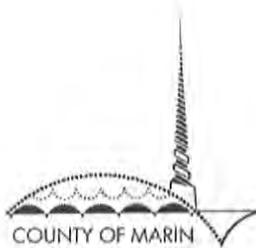
Note 4 - Project to be funded at 75% by grants. Eligible project costs are budgeted at \$2.2M (75%=\$1.425M). Also includes loans for capital projects of \$250K in FY22.

**EQUIPMENT EXPENDITURES**

*Fiscal Year 21/22 Budget*

		Approved	Description
<b>1 OPERATIONS/MAINTENANCE</b>			
12106.01.00	a. Meter Maintenance Program	\$120,000	
		<u><b>\$120,000</b></u>	
<b>2 Engineering</b>			
12106.01.00	a. File Management System	\$40,000	Replace flat filing system
		<u><b>\$40,000</b></u>	
<b>3 VEHICLE &amp; ROLLING EQUIPMENT EXPENDITURES</b>			
			<u>Rolling Stock to be Transferred &amp; Auctioned or Description</u>
12104.01.00	a. Peterbilt 335 (#508) cab and chassis	\$135,000	Replace Peterbilt 335 (#508) cab and chassis
		<u><b>\$135,000</b></u>	
<b>Total</b>		<u><b>\$295,000</b></u>	

	Adopted Budget 2020/21	Estimated Actual 2020/21	Adopted Budget 2021/22
<b>RECAP</b>			
Equipment	\$142,000	\$61,000	\$160,000
Rolling Stock	\$188,000	\$179,000	\$135,000
	<u><b>\$330,000</b></u>	<u><b>\$240,000</b></u>	<u><b>\$295,000</b></u>



# NEWS RELEASE

[www.marincounty.org/news](http://www.marincounty.org/news)

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For Immediate Release

July 9, 2021

## **Marin Added to State's Drought Emergency Counties**

*County and local water districts urge conservation*

**San Rafael, CA** – The State of California has added Marin County to its list of counties falling under its state of emergency regarding deepening drought conditions and record-breaking high temperatures statewide.

At a July 8 news conference in San Luis Obispo, Governor Gavin Newsom [made the drought official](#) in 50 of the state's 58 counties. Marin joined Inyo, Mono, Inyo, Monterey, San Luis Obispo, San Mateo, Santa Barbara, Santa Clara and Santa Cruz as newcomers on the list. Newsom also asked Californians to cut water consumption by 15% including by reducing outdoor watering by one day per week and using water-using appliances less frequently. State agencies are partnering with local water suppliers to promote conservation tips through the [Save Our Water](#) campaign.

After hearing details about local dry conditions and water supplies, the Marin County Board of Supervisors voted unanimously May 18 to [declare a local emergency](#) and acknowledge the imminent threat of disaster. The declaration acknowledged the extent and impacts of the drought in Marin, which is severely affecting dairies and ranchers in West Marin. It also made the County eligible for California Disaster Assistance and other forms of state funding and resources. The local declaration cleared the way for state authorities to aid response and recovery efforts available to the County, water suppliers, farmers, impacted businesses and residents.

[Marin Water](#), the municipal water district serving the majority of water customers in the county, and the Novato-based [North Marin Water District](#) (NMWD) are staying in contact with the County of Marin about drought conditions. Marin Water serves more than 191,000 customers in central and southern Marin. NMWD serves a customer base of about 64,000 in and around Novato and parts of coastal West Marin.

Both water districts declared water shortage emergencies and enacted mandatory conservation measures. For localized details, see the water rules webpages for [Marin Water](#) and [NMWD](#).

Marin Water has a collective districtwide goal of reducing water use by  
-more-

40%. The district this week tightened its irrigation restrictions, limiting spray irrigation to one day per week, with each community given an [assigned watering day](#). Drip irrigation is limited to any two days per week.

Marin's cumulative rainfall figures are at record lows, with rainfall levels in the last 18 months the lowest recorded in more than 140 years. Marin Water's reservoir storage levels are the lowest they have been in more than 40 years, since capacity was expanded. According to Marin Water rainfall measurements taken at Lake Lagunitas, the one-year total from July 2019 to July 2020 was about 34 inches, well below the historical annual average total of 52 inches. Measurements taken by the Marin County Flood Control and Water Conservation District at various locations around the county show that Marin has received less than half the rainfall than it did the previous year. Examine more local statistics on [Marin.OneRain.com](#).

Sonoma County, an important source of water for Marin customers, has been under a state of emergency since April 21 because of dry conditions within the Russian River watershed.

Marin residents have been asked to support local agricultural producers who have been affected by the drought right on the heels of the COVID-19 pandemic. Ranchers have been importing water by truck to keep their animals alive and reducing their herds. With far less vegetation for grazing because of the drought, animals are eating imported feed shipped from other states at high costs to the ranchers. Marin crop producers have fallowed approximately 150 acres, or about 50% of the 300 crop acres in the county.

The Board of Supervisors recently approved \$150,000 in drought relief funds for the agricultural industry and another \$250,000 for general drought relief needs to augment other state and federal aid.

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# *Bad drought demands good conservation*

Editorial

## **Marin Independent Journal**

It's been nearly 50 years since Marin residents and businesses have faced a drought like the one confronting us today.

At its worst, Marin Municipal Water District's customers faced strict rationing when household water use was cut to the level of 49 gallons per person, per household — 57% less than the amount that was normally used.

Families were showering with buckets, garbage cans were used to capture rinse water from washing machines and people were carefully hand-watering their gardens in the dark to protect against losing water to evaporation.

Those also were the days before low-flow showerheads, washing machines and dishwashers and water-wise irrigation systems now in use in many more local households.

The specter of another severe drought has already led to MMWD-ordered cutbacks. In just the few weeks since issuing restrictions, it has doubled the conservation rate and reduced consumption by 18%.

That number needs to grow, as MMWD says it needs to reduce consumption by 40% of the 2018-20 average use.

That's progress, but the momentum needs to continue. It will as customers recognize they need to do more until wet weather returns, hopefully this fall.

It should be clear to all that we need to redouble our water- saving efforts, even across a county that has practiced water conservation for decades.

Many Marin residents can remember that local water conservation was one of the main reasons why MMWD, just about a decade ago, shelved its controversial and costly plans to build a desalination plant on the shore of San Pablo Bay.

MMWD, the North Marin Water District and the Sonoma County Water Agency, whose Lake Sonoma reservoir feeds both Marin districts' water supplies, are trying to protect those supplies for the long run.

Likely, that means restrictions will tighten as the drought worsens.

MMWD General Manager Ben Horenstein's dire message should be all the incentive we need. "We currently have less than a year of water supply, and that's a perilous position for a water agency to be in," he said last week.

We need to take our longstanding water-conserving ethic to a much higher level.

The agency needs to bolster public awareness with regular updates on how well we are doing in saving toward the 40% goal. The communication needs to spread far beyond its website. By promoting our progress — or lack thereof — and providing tips on easy ways to save water, we can drive home the message that this crisis requires everyone to take conservation seriously — very seriously.

MMWD needs to do more, as well.

To its credit, MMWD is considering re-establishing the East Bay water pipeline, a conduit that rescued its water supply 50 years ago and one that might need to be a permanent part of its long-term water supply. That's a longterm solution and the viability of its help depends on the East Bay having enough water to pipe to Marin.

The drought shines a bright light on MMWD's need to expand its supply. More should have been done to extend the use of clean reclaimed water for outdoor irrigation. MMWD also needs to look into creating another reservoir or installing large water tanks to increase its storage capacity.

It also needs to provide its customers with updated numbers on the short- and longterm costs of desalination and definitively explain why it is not a local option.

There's a practical limit to the water-saving benefits of conservation. MMWD's supply and its customers may be getting to that point.

We have weathered several severe and less-severe droughts during the past five decades, but we are facing one that looks like one for the history books.

Our response, both in the district's leadership and by individual and household vigilance, also needs to be one for the history books.

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Sunday, 06/20/2021 Page .A18

# MMWD starts legwork on bridge pipeline, desalting DROUGHT

Utility makes early moves to head off supply crisis

## Marin Independent Journal

By Will Houston

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

The Marin Municipal Water District has taken the first steps toward building an emergency water pipeline across the Richmond-San Rafael Bridge for the first time in nearly 50 years to avoid potentially running out of water next summer.

The district said Friday that it has hired a consulting firm, Woodard & Curran, to find potential water rights holders in the Central Valley willing to sell their allotments. This water could be pumped across the bridge via the pipeline and into Marin's water system should the drought stretch into winter.

"That team is out at the moment searching for a source of water," Paul Sellier, the district's operations director, told the board at a meeting on Friday.

During the major drought of the late 1970s, the district built a temporary 6-mile pipeline across the bridge because it faced running out of water within 120 days. The pipeline was removed in 1982 after the drought ended and at the urging of Caltrans in order to restore a blocked traffic lane on the bridge.

Nearly 50 years later, the district and the 191,000 central and southern Marin residents it serves face the prospect of running out of water by next summer should this winter be as dry as the last and conservation efforts do not improve. Ben Horenstein, the district general manager, said it is unlikely a similarly dry winter would occur two years in a row, but the district must be prepared for that worst-case scenario.

**'This is going to be an investment.'**

— *Monty Schmitt, Marin Municipal Water District*



Traffic crosses the Richmond-San Rafael Bridge and heads into Marin on Thursday. The Marin Municipal Water District has hired a consultant to search for Central Valley water sources in case it needs to build a pipeline across the bridge.

ALAN DEP — MARIN INDEPENDENT JOURNAL



Projections show that the Marin Municipal Water District’s seven reservoirs could run out of water by next summer. Above, the Nicasio Reservoir on June 3.

ALAN DEP — MARIN INDEPENDENT JOURNAL

Horenstein said the district’s focus remains on conservation being the primary tool to retain local supplies, but it is considering the pipeline and a temporary desalination plant as insurance policies. The district estimates said these options would likely cost tens of millions to hundreds of millions of dollars, though no concrete estimates were provided on Friday.

“I also want to assure the board and the public that this work is happening in parallel with all of our conservation work,” Horenstein told the board.

A decision on both the pipeline and desalination plant could come as soon as December.

The district is looking for potential water sellers in the Sacramento River, Mokelumne River and Los Vaqueros watersheds, Sellier said. The district has also made inquiries with Sonoma Water, but they are unlikely to yield any options given the drought situation there, Sellier said.

Any sale would need to obtain approval either from the state or federal government, depending on the source, and would need to be studied for environmental impacts. Also, the district is in early talks with the East Bay Municipal Water District and Caltrans to use its facilities to transfer the water to Marin and build the pipeline across the bridge.

Water sales options could come back to the board for consideration as soon as July, Sellier said. From there, the district would need to secure approvals from various agencies between August and November to not only build the pipeline but also get the water from the Central Valley to the Bay Area. The district board would then decide whether to proceed with the project in December or January.

If it approves the project, the district would work to have the pipeline and supporting facilities such as pumping stations built by June 2022 — a similar construction timeframe to 1977.

The pipeline could pump in about 10,000 to 15,000 acre-feet of water per year to be used only for the bare essentials, Sellier said. For comparison, that amount of water is about half of the potable water demand by district customers in all of 2020.

For a temporary desalination plant, the district has hired a consulting firm to identify potential vendors and consider options for purchasing or lease agreements. A plant and any financing for it would require voter approval under a 2010 ordinance, with staff eyeing November for a potential vote. Board members said a desalination plant would likely result in the district having to consider 20% rate increases for a decade.

“We will be bringing back a lot of details in terms of the costs, more granularity as we understand it of what the projects can look like,” Horenstein told the board.

The drastic options are being considered after the district saw its second lowest rainfall on record this past winter, about 20 inches. The past 18 months were the driest ever in the district’s 143 years of records.

Projections show the district’s seven reservoirs in the Mount Tamalpais watershed could run out of water between June and early August 2022 assuming next

winter is just as dry and residents only maintain 20% conservation. This past week, residents were conserving about 19% more water compared to average use from 2018-2020, well short of the district's 40% conservation mandate imposed in April and just 1% percent more than the previous week.

The district receives about 25% of its supply from Sonoma Water, which is set to cut imports by 20% beginning in July.

The district staff outlined a conceptual timeline for the bridge pipeline and desalination projects on Friday. Each would require a rapid months-long turnaround.

These timelines raised concern with board president Cynthia Koehler, especially considering the staff did not have cost estimates yet and because she said the district has yet to invest what is needed into conservation efforts.

“We all want to be prepared in the event of the worse, but this is all proceeding as if we have done everything else we can do and we have no other choices,” Koehler said. “And I am concerned about the precipitousness of this timeframe in light of how little we have invested so far in those other options.”

Monty Schmitt, a member of the board, said the district needs look into these options in order to make informed decisions.

“This is going to be an investment,” Schmitt said. “And whether it's a short term or a long-term one, we just need to understand the numbers so that we make the right decision given the situation that we are in.”

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## *North Marin Water District president considers solutions*

Marin Voice

**Marin Independent Journal**

**By James Grossi**

This is the driest year in North Marin Water District's service area since record-keeping began in 1916.

As NMWD board president, I recognize that our customers have been using water wisely for decades. However, we must ask everyone to do even more during this water emergency and cut their water use by 20%.

North Marin Water District has taken major actions that you may not be aware of to decrease the impact of the drought. For instance, in February 2021, Stafford Lake was only one-quarter full. Anticipating water needs during this severe drought, we imported water during winter months to refill the lake to over one-half capacity by the end of April equal to about 15% of our yearly use.

We are always watching for opportunities such as this to improve water supplies for our customers.

Additionally, over the last decade, we built a robust recycled water system to increase the water supply. North Marin Water District has invested \$30 million and works with partners at two local sanitary districts to deliver about 250 million gallons of recycled water each year to irrigate parks, schools and other large landscapes, as well as serve multiple gas station car-wash facilities. This is equal to about 13% of the total use in Novato, which means a more drought-proof local supply of water for customers to use.

New automated meters help identify leaks and enable customers to better track and manage their water use. In recent years, the district invested more than \$5 million to fully install automated meters that help us quickly notify customers when identifying leaks or unusually high-water use. The devices also allow customers to track their own water use in real time down to hourly usage, thus promoting water awareness and water conservation while saving money for both the customer and the district over time.

We also offer extensive conservation rebates, information and services. Thousands of our customers have taken advantage of these programs since the 1970s. We urge

everyone to visit our website frequently during this drought to learn about our many rebates and incentives for high efficiency toilets, high-efficiency clothes washers, hot water recirculation systems, flapper replacements, pool covers, rainwater catchment, grey-water installations, lawn removal, weather-based irrigation controllers, water-efficient landscape irrigation equipment upgrades and more.

We are evaluating regional groundwater storage to improve future water supplies. Our region often experiences heavy rain years, such as 2019, in between dry years like this one. We desperately need all the water we can get in those wet years but need more places to store it. So, we are collaborating with partners around the region in a major study to find the best ways to increase water supplies.

One of the most promising options is to build pipes and pumps that can take large amounts of water in wet years and store it into groundwater basins, saving it for dry years. We may also be able to inject highly treated recycled water into the ground and save it for future use. We continue to work with regional partners to find innovative long-term water management solutions.

We still need your help to manage the current water emergency. North Marin Water District has never seen a drier year. We thank all of our customers for reducing their water use so we can stretch our supplies. We reached 16% savings in May, which is good progress toward the 20% water saving mandate starting July 1.

We need every drop that you save. And while you all work to conserve water and minimize use, we will continue improving the water supply and providing conservation rebates, useful information and helpful services.

Customers interested in learning more can contact the district online at [nmwd.com](http://nmwd.com), email [info@nmwd.com](mailto:info@nmwd.com) or call 415-897- 4133.

*James Grossi is president of the North Marin Water District board of directors.*

**In recent years, the district invested more than \$5 million to fully install automated meters that help us quickly notify customers when identifying leaks or unusually high-water use. The devices also allow customers to track their own water use in real time down to hourly usage.**

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# POINT REYES LIGHT

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## NMWD raises water rates

By Braden Cartwright  
06/23/2021

Water customers in Point Reyes Station, Olema and Inverness Park will see their next water bill change after the North Marin Water District approved a new rate structure on Tuesday. The threshold to pay more was lowered from 400 to 250 gallons per day, at the same time the rate for users over that threshold were reduced. Charges for high-elevation zones went up depending on the location. The extra 6 percent in projected revenue is meant to keep up with inflation and pay for infrastructure improvements. The district is building a new well on the Gallagher ranch, replacing a tank in Paradise Ranch Estates and in 2030, the district is planning to modify its treatment plant at a cost of \$4.8 million. At a public hearing, customer Ken Fox commented that it was crazy that heavier users were paying less during a drought and lawyer Morgan Biggerstaff responded that water suppliers are required to charge customers based on the cost of service. “The board cannot just make a policy choice to say we think the highest water users should pay five times what the normal user pays. There’s a restriction under the law from that,” he said. To see how you are impacted, visit [www.nmwd.com/account/annual-cost-calculator](http://www.nmwd.com/account/annual-cost-calculator) (<http://www.nmwd.com/account/annual-cost-calculator>).

## Letters

### **Response to North Marin**

North Marin Water District's rebuttal to my guest essay further confuses the public. It claims, "Reductions to existing tier rate usage thresholds will ensure that water rates reflect the cost of service as required by law." But since the existing 400 gallon per day tier and the proposed 250 gallon per day tier are both claimed to "reflect the cost of service as required by law," it is clear that the "law" is open to broad interpretation. The proposed tier is still almost twice what comparable coastal communities use and can be reduced while still remaining in compliance with the law.

The district claims its drought plan does not discriminate against those already conserving "because those using less than 200 gallons per day are already in compliance." But if you are in a household of three using the same as an average person uses in comparable coastal communities—70 gallons per day—you are not in compliance even though you are conserving. Conversely, if you are household of one using 2.75 times what the average person uses in comparable coastal communities, you are in compliance even though you are a water waster.

North Marin claims "salinity intrusion is not going away without a physical solution." Currently it tests salinity once a week, so why shouldn't a physical solution include continuous testing to allow it to carefully calibrate—instead of guess—when it can pump from the Coast Guard wells in non-drought years? In drought years, low flows make the Coast Guard wells largely unusable, but that is more than offset by the 25 percent drought reduction that would allow the existing Gallagher well alone to meet demand. Conservation is also a "physical solution" with tiers that reduce peak water demand.

The district left out the context when it quoted my statement that "the Gallagher well pumps at 140 gallons per minute, more than enough to meet demand." Instead, I wrote that the existing Gallagher well is more than enough to meet de-

mand in years with a 25 percent drought reduction. In non-drought years, summer landscape use boosts demand above the capacity of the well. But with higher non-drought flows, this deficit can be made up by the Coast Guard wells—if they have continuous salt monitoring. Thus, with careful management and drought conservation, the second Gallagher well is not needed in drought years to control salt intrusion and is not needed in non-drought years to meet peak landscape demand.

The district claims that "current residential indoor use in West Marin is already below that goal (55 gallons per day per person)." Using the figures from its website, I gathered that less than 55 gallons per day per person is about 50 percent of the total water treated—so we can surmise that about 50 percent of our water is used outside. The desired drought cutback applied only to outside use would leave health and sanitation water untouched and leave half of the outside water for gardens and landscaping. So why propose a first tier at 121 gallons per day per person (250 gallons per household) when only 55 gallons per day is needed for health and sanitation?

North Marin claims it will "remain in full compliance with provisions in its water right license for diversion of water from Lagunitas Creek." But it is a matter of fact, not opinion, that it violated the terms of its water license for most of the summer of 2020 when flows were below that which its license allowed it to pump. But instead of requesting more water—which it had rights to pump and which it could have received within 12 hours—the district kept pumping. Its defense is that its excessive pumping did not harm salmon. Maybe, but the studies should have been done before pumping, not after, and more water should have been requested before getting to that point. That is why customers should demand the same conditions on the proposed Gallagher well that are in North Marin's environmental study and water license—so that we can go to Marin for enforcement, as well as to Sacramento.

**Gordon Bennett**  
Paradise Ranch Estates

## *Don't expect speed of 1977 in latest plan to bring water*

### **Marin Independent Journal**

**Dick Spotswood**

Marin Municipal Water District will soon study the idea of returning the long-gone water pipeline to the upper deck of the Richmond-San Rafael Bridge. It's a smart move if the district can locate another agency to sell them additional water. They also should understand times have changed in the past 55 years. Installing a new, hopefully permanent, pipeline won't be the snap it was in 1977.

MMWD's general manager was then Dietrich "Diet" Stroeh, a "can do" civil engineer from the old school. Stroeh had a network of friends and professional colleagues who were crucial to his remarkable achievement.

It's all chronicled in the 2006 book authored by Michael Mc-Carthy recounting the 1976-77 drought and Stroeh's involvement. It is appropriately titled, "The Man Who Made It Rain."

By late 1976, MMWD estimated it would be dry within months. In January 1977, Stroeh found an agency willing to sell Marin water.

Since there were existing connections on both ends of the Richmond Bridge, the idea emerged of a 6-mile pipeline across San Pablo Bay.

In his post-water-district days, Stroeh ran a successful engineering firm in Novato and was a Golden Gate Bridge director. I interviewed him for a 2015 column about governments' inability to complete projects expeditiously.

I asked how long it took him to convince Caltrans' lethargic bureaucracy to surrender one of its then lightly used Richmond Bridge lanes for the pipeline. He replied, "About an hour." What about environmental and engineering studies? "It was an emergency," Stroeh explained, "we didn't worry about studies." Where did he get the pipe? "I knew a San Joaquin Valley fellow who had 5 miles of pipe. He didn't need it immediately so he let us have it."

Marin "movers and shakers" used political connections to convince the federal government to fund the pipeline's \$10 million cost. Stroeh recounted, "Thanks to Marin Supervisor Arnold Baptiste, a Washington meeting was set with (Baptiste's) old friend President Jimmy Carter." Stroeh, Baptiste, Supervisor Gary Giacomini and

Congressman John Burton met with Carter who OK'd a \$10 million earmark for Marin on the spot.

In January, extra water was obtained. In February, the basic design process commenced. In March, the pipe was delivered. The result was water flowing just 21 weeks later on June 7, 1977.

Don't expect that speed today. Environmental and engineering studies which will merely disclose what was learned in 1977 should take until 2022

while costing millions. We can surely expect someone to file multiyear litigation to halt construction. When and if more water materializes, its delivery costs will far exceed the original pipeline's \$10 million in 1977 dollars adjusted for inflation.

Despite this frustrating state of affairs, a pipeline and pursuit of additional water supplies are essential. Whether it's desalination, esoteric untested means of water production or a pipeline, nothing will happen for a year or two. None of these concepts will get MMWD and the North Marin Water District out of their predicament soon.

Once Marin could have had ample water supplies. All it required was voters' approval and ratepayers' tolerance for higher water charges to fund delivery. IJ archives report, "In 1971, a measure to build an aqueduct from the Russian River to (MMWD) was rejected by 89% of voters. Two years later, 65% of voters rejected Measure E, a \$7.6 million bond measure to connect the district to the Russian River."

Not much has changed in the past half century. In the early 1970s, the rationale behind the bonds' defeat was that plentiful water promotes unwanted housing development.

The upshot is today we have little water and high rates complemented by California's state government doing its utmost to force more growth in the midst of a long-term drought regardless of the consequences. *Columnist Dick Spotswood of Mill Valley writes on local issues Sundays and Wednesdays. Email him at [spotswood@comcast.net](mailto:spotswood@comcast.net).*

**Despite this frustrating state of affairs, a pipeline and pursuit of additional water supplies are essential**

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Wednesday, 06/23/2021 Page .A11

# Overhaul of water rates in W. Marin

## NORTH MARIN DISTRICT

Increases planned for rising costs and projects

### *Marin Independent Journal*

By Will Houston

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

West Marin residents served by the North Marin Water District may see their bills increase or decrease after July 1 under a new rate restructuring plan approved this week.

The rate overhaul will affect 1,800 residents in Point Reyes Station, Olema, Bear Valley, Inverness Park and Paradise Ranch Estates and seek to increase the district's rate revenues by 6%. The hike is the first of five planned rate increases the district says are needed to cover rising costs and pay for millions of dollars in projects including the construction of a new water well to address worsening saltwater contamination issues.

The rate changes were approved in a unanimous vote by the district's board of directors on Tuesday.

The district anticipates raising just under \$1.1 million in rate revenue this next fiscal year under the changes, an increase of about \$60,000 from the past year.

The changes will take effect the same day the district's West Marin and Novato customers will be required to reduce water use by 20% because of ongoing dry conditions. This is the second year in a row that West Marin has been required to cut back water use.

"No one wants to raise rates especially with our group out there that has had so much," board Director Mike Joly said on Tuesday before the vote, "but I think this is a fair, well-thought-through strategy presented by a rate expert and looked at by the board and staff."

The most notable change on July 1 will be to the thresholds for how much water a person can use before being bumped into more expensive rate tiers.

Currently, residents are charged based on a three-tiered rate structure, with higher water users charged higher rates. Tier 1 customers can use up to 400 gallons per day and pay \$9.66 per thousand gallons; tier 2 can use between 400-900 gallons per day and \$13.38 per thousand gallons; tier 3 can use more than 900 gallons per day and pay \$21.45 per thousand gallons. Customers at higher elevations pay higher rates to cover the costs of pumping.

The new rate structure that takes effect on July 1 allows tier 1 to use up to 250 gallons per day and pay \$8.88 per thousand gallons; tier 2 to use 250 to 600 gallons per day and pay \$12.91 per thousand gallons; and tier 3 to use more than 900 gallons per day and pay \$18.33 per thousand gallons.

District staff is encouraging customers to visit [nmwd.com/account/annual-cost-calculator/](http://nmwd.com/account/annual-cost-calculator/) to determine how the changes will affect their bills.

Following the changes this year, the district plans to implement 6% annual rate increases across all rate tiers for the next four years.

Most customers also will see an increase in their fixed bi-monthly service charge. For the nearly 75% of customers with a 5/8th inch meter, the charge will increase from \$35.68 to \$42.59 beginning in July. The district also will make changes to its hydraulic zone charge, which is charged to customers who live at higher elevations.

The district is changing the rates based on recent court rulings surrounding Proposition 218 to ensure what it charges to customers aligns with the costs to serve those customers. To do this, the district proposes to base the new rates on the sources of water and the cost to operate the system. The district approved similar rate changes for its Novato customers last year.

West Marin customers are currently served by three wells: two located on a former Coast Guard property in Point Reyes Station and one well located on the Gallagher Ranch about a mile east of town.

The Coast Guard wells, which are at lower elevations, have seen increased seawater contamination during these dry years. Customers have complaining about the salty taste of their drinking water and sea-level rise is expected to worsen the situation.

One of the main projects the rate increases will fund is the construction of a second well at Gallagher

Ranch. The district said the additional well is needed to ensure it can pump the full 300 gallons of water per minute that it intended when it completed the first well in 2015, as well as provide a second source of well water unaffected by saltwater.

The costs of the nearly \$900,000 well project will be borne by the district's highest water users. Half of the costs will be covered by tier 2 customers and the other half by tier 3 customers. The justification for this is that higher water users place greater demands on the water system and require the use of the Gallagher wells.

"Gallagher Well No. 2 is necessary no matter what because of water quality issues, but the entire capacity of the well wouldn't be needed if it weren't for your highest water users," district consultant Mark Hildebrand told the board on Tuesday.

The district planned to begin construction of the new well this summer but was delayed because of an appeal filed by the Inverness-based Save Our Shores environmental group led by Gordon Bennett.

The Board of Supervisors is set to consider the appeal on July 13. If the project prevails, construction isn't expected to start until 2022. If saltwater contamination worsens, the district may need to set up water fill stations in Point Reyes Station this year. This could have been avoided if the second Gallagher Ranch well was built, staff said.

Ken Fox of the Tomales Bay Association disagreed with the district's proposed rate structure.

"I think the rates should be dependent on the amount you actually use," Fox told the board. "It should go up when you're a very high user to encourage a little conservation."

Other projects that will be funded include the recently completed water tank project in Paradise Ranch Estates meant to bolster fire response supplies. The nearly \$964,800 project, completed on June 15, replaced a wooden 50,000-gallon storage tank with a 125,000-gallon concrete tank, according to Tony Williams, assistant general manager and chief engineer.

"Despite the fire and the pandemic and everything else, we were able to get that completed," Williams said Wednesday.

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# Plan to help monitor water usage comes with a price

## COPING WITH THE DROUGHT

Switch to monthly bills would cost an extra \$1.4M annually

### Marin Independent Journal

By Will Houston

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

The Marin Municipal Water District is considering switching from bimonthly to monthly billing as a way to allow its ratepayers to better monitor their use during the drought.

However, the change would cost an additional \$1.4 million each year, mostly from adding new staff. The proposal generated mixed opinions during the district board's initial discussion on Thursday.

"I still don't see much benefit from the program to justify the expense," said board member Larry Bragman.

"Seems to me something we should have done quite a long time ago," said Jack Gibson, another board member.

The idea to switch to monthly billing was raised in recent weeks after the board required residents to collectively cut back water use by 40% compared to the three-year average use in 2018-2020. But most of the district's 60,800 accounts do not have wireless meters that can track water use instantly. Therefore, most residents only learn their water use later when they receive their bimonthly bills.

So far, the district's ratepayers have only achieved 19% conservation as of last week. The board will consider tightening restrictions in July after forecasts showed the district running out of water by next summer in its seven reservoirs.

Only 5,000 of the district's accounts have wireless meters that can transmit usage data. The rest have to be read by district staff.

Switching to monthly billing would require four new meter readers as well as two customer service staffers, said Chuck McBride, the district finance director. That

would come with an annual cost of more than \$938,000, in addition to \$250,000 for more invoices and \$180,000 for postage, McBride said.



A section of the drought stricken Nicasio Reservoir on Wednesday. The Marin Municipal Water District board had mixed reactions to changing to monthly billing.

PHOTOS BY SHERRY LAVARS — MARIN INDEPENDENT JOURNAL



The water district's ratepayers have only achieved 19% conservation as of last week.

About \$420,000 in onetime costs would be needed to purchase trucks for the new meter readers and for upgrades to the district's billing software, he said.

The switch to monthly billing would also take about six months to implement and therefore wouldn't be ready until December or January. By then, according to forecasts, the district will have less than 30,000 acre-feet of water in its reservoirs, or about a third of its supply. That would automatically trigger a 50% conservation mandate as of Dec. 1.

Board member Monty Schmitt questioned whether the \$1.4 million could be put to better use in other areas, such as a potential districtwide switch to wireless meters.

"Maybe that is a better investment over time," Schmitt said.

District staffers said they plan to prepare a broad overview of the potential timeline and costs for such a program.

Gibson said the monthly billing would both get information to customers more quickly while also bringing in revenue more frequently.

"A dollar today is worth more than a dollar a month from now," Gibson said.

The district previously looked at switching to monthly billing in 2017. However, the proposal at the time did not include increasing the frequency of meter reading but rather just splitting the bimonthly bills in half. The board abandoned the idea that year.

The board's next regular meeting is set to take place at 7:30 p.m. July 6, when it is set to consider additional water use restrictions.

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# Historic lows for rainfall in Marin

## WATER SUPPLIERS

One of the driest times in more than 100 years

### *Marin Independent Journal*

By Will Houston

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Marin County hasn't experienced this dry of a year since people were still driving Ford Model Ts and the Golden Gate Bridge was years away from being built.

The county's two main water suppliers reported record low or near-record low rainfall this past fiscal year, which ended on Wednesday.

The Marin Municipal Water District, which serves about two-thirds of the county population, recorded just 20.7 inches of rain from July 1, 2020, through Wednesday — the third-lowest amount for this time period in 143 years of records. The record was set in 1924 when just 19 inches of rain fell. This year's rainfall was nearly tied with the second-lowest rainfall set in 1918, which was just one one-thousandth of an inch less.

That said, Cynthia Koehler, president of the district board, said water is still coming out of the taps after decades of investments to expand supply, reuse wastewater and bolster conservation programs.

“The district has, over time, anticipated and planned for this event,” Koehler said. “I don't want to minimize this at all. We, like the entire state and frankly, the entire West, are experiencing this severe drought, but we have taken very significant actions to ensure that the water does get to our businesses, our homes, our institutions.”

The North Marin Water District, which serves the greater Novato area and parts of West Marin, recorded its driest year on record with just 8.7 inches falling at its Stafford Lake reservoir. The district's rainfall records date to 1916, according to Drew McIntyre, the general manager.

Both districts track rainfall data by the fiscal year from July 1 through June 30, but the official water year used by the state and federal governments runs from Oct. 1 through Sept. 30.

Even so, the record still holds true for North Marin Water District. For Marin Municipal, the current water year is actually on track to have the second-lowest rainfall on record, barring any downpours between now and October, according to Paul Sellier, district operations director. The record-low rainfall for the water year was set in 1924 with a little over 18 inches of rain.

Preceded by a dry winter in 2019-2020, this year's rainfall mostly soaked into the parched ground and led to very little runoff into local reservoirs that provide most of the county's supply.

Typically, the Marin Municipal Water District would record more than 52 inches by June 30. The district recorded about 35 inches of rain in 2019-2020.

The North Marin Water District normally sees about 27 inches of rain by the end June 30. About 16 inches of rain fell in the 2019-2020 water year.

Forecasts by the Marin Municipal Water District show it could run out of water in its seven reservoirs in the Mount Tamalpais watershed by August 2022. The forecast assumes this winter will be as dry as the last and conservation still hovers around 20%.

Both water districts have implemented mandatory water use restrictions aimed at stretching out supplies in the hopes of being rescued by a dousing of rain this winter.

The Marin Municipal Water District is requiring its 191,000 customers in central and southern Marin to collectively cut back water use by 40%. The North Marin Water District switched from voluntary to mandatory 20% conservation for its nearly 64,000 Novato and West Marin customers on Thursday. So far, customers of both agencies have fallen short of their conservation targets.

If low rainfall totals weren't gloomy enough, Marin saw more cuts to its water supplies as of Thursday. The Sonoma Water agency, which imports water to Marin, cut back its water deliveries by 20% on Thursday in response to its own water supply issues. The agency provides about 75% of the North Marin Water District's supply and 25% of the Marin Municipal Water District's supply.

In anticipation of a dry winter, both districts began increasing their purchases from Sonoma earlier this year. North Marin pumped water into its Stafford Lake reservoir that equated to about 15% of its annual use.

“Additionally we are maximizing our use of recycled water in partnership with Novato and Las Gallinas Valley Sanitary Districts which this year will equal or exceed local surface water production at Stafford Lake,” McIntyre wrote in an email. “We also offer extensive conservation rebates, information and services.”

In preparation for another dry year, the Marin Municipal Water District is exploring emergency backup plans that include a water pipeline across the Richmond-San Rafael Bridge and a temporary desalination plant. These projects would cost tens to hundreds of millions of dollars potentially, according to staff, though solid cost estimates have yet to be presented.

The U.S. Drought Monitor on Thursday showed all of Marin County and about a third of the state as being in an exceptional drought, the highest drought category.

Information on existing water conservation mandates and programs can be found at [marinwater.org/water-conservation](http://marinwater.org/water-conservation) and [nmwd.com/save-water/indoors](http://nmwd.com/save-water/indoors).

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# *Track water closely for best conservation*

## Editorial

### **Marin Independent Journal**

Marin Municipal Water District moving to monthly billing may be one of the most effective ways it can help its customers with their vitally important responsibility to reduce their use of water.

As of June 24, MMWD business, residential and institutional customers had reduced the amount of water they are using by 19.5% over last year's figures.

That's only about halfway to the 40% district-wide cutback MMWD has ordered.

Getting there is not going to be easy or pain-free, but it's vital as the drought has left MMWD's reservoirs at low levels that haven't been seen in years. Many of us have already installed the easier conservation measures.

The drought — and concern that we're in for a prolonged dry spell — means we have to do more to preserve the water supply on which we depend.

Keeping track of one's progress toward MMWD's 40% objective seems the best way to further household and business efforts.

MMWD is providing its customers with weekly districtwide reports, but if each customer had a better idea of how they are doing, it would make a difference.

MMWD's current twomonth billing cycle creates a lost opportunity when every day can make a difference. By the time customers get their bills two months have passed; time when if those customers knew how well they were doing, they could have taken action to do more.

Many districts, the North Marin Water District among them, have installed electronic meters that enable those districts and their customers to keep daily track of water usage. Only 5,000 MMWD customers — less than 10% — have wireless meters.

The district is offering discounts to install a device that can provide up-to-date water-use reports, but how many customers will buy them is an open question.

Today, MMWD's billing has to wait until staff can read the 55,000 meters that are not on electronic "smart" meters.

During this challenge, the district needs to make it as easy as possible to let its customers know how they are doing in meeting their MMWD goal and, in most cases, that they have to take further action to meet it.

Regular reports on its websites help, but the district needs to do more. Districtwide numbers are important, but they don't provide customers with the individualized figures they need to take further conservation measures and assess their progress.

Moving to monthly billing would be a big help.

District budget-keepers estimate the shift would cost about \$1.4 million in increased staffing and issuing and mailing more bills. That's a sizable investment. MMWD and its customers are facing a substantial water shortage.

Likely, that would be cheaper and be accomplished a lot sooner than installing electronic readers.

In the short run, it would also be cheaper than the district paying for the Flume water-monitoring devices it is promoting.

Moving to monthly billing — even if only for the coming months as we meet the challenge of the drought and rebuild our water supply — would give MMWD customers a valuable tool in helping each of them do their part.

**Districtwide numbers are important, but they don't provide customers with the individualized figures they need to take further conservation measures and assess their progress.**

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# POINT REYES LIGHT

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## Districts look to tech to tackle wasteful leaks

By Ike Allen  
07/07/2021

Water leaks are going undetected on residential properties across West Marin, and water district authorities are working to find new ways to fix the problem as they contend with a drought emergency.

Technologies like flow meters are making it easier for utilities to more closely monitor usage while avoiding the high cost of updating meters. They also shift the onus onto customers.

“It’s a cultural shift,” said Tony Williams, chief engineer at North Marin Water District. “As a consumer, you become smart about your water.”

A staff report by the Inverness Public Utility District found that over the past year and a half, its customers experienced 17 large leaks, wasting over a million gallons, enough to supply the entire system for half a month. Fourteen of the leaks occurred at second homes or vacation rentals, where customers were away and not able to detect them as quickly, and most were failures of buried lines or irrigation systems rather than above-ground pipes.

“In times like this, where we’re tight on water, we need to have better tools to find leaks quickly, and to shift responsibility onto the customer,” said Wade Holland, the district’s customer services manager.

Last month, the IPUD board gave the go-ahead to buy at least 150 flow meters and sell them to customers at half price. The battery-powered devices, made by a San Luis Obispo-based company called Flume, strap onto the riser of a water meter and transmit usage data via WiFi to both customers’ smartphones and a centralized dashboard monitored by IPUD. The sensors will alert customers, and water operators, to leaks that might otherwise go undetected for some time.

Mr. Holland said once customers install their own Flume devices, many find right away that they had a leak. IPUD forgives the cost of leaks on the customer end, but with the drought, the district is reconsidering this policy for short-term rentals and second homes. The board may require that these customers install a Flume if they want to avoid paying the full price for leaks.

Inverness resident Kathy Hartzell told the IPUD board she had already bought a Flume for her meter. She said it took her 15 minutes to install, and she immediately identified an issue. “I bought a new washing machine,” she said, “so I’m no longer hogging 40 gallons to wash my clothes.”

IPUD serves roughly a dozen older meters that aren’t compatible with Flume, but the district already had plans to replace those meters, since they tend to underestimate water usage. Jim Fox, the district’s chief of operations, estimated that each outdated meter would cost just a few hundred dollars to upgrade.

The Flumes will also help ease the transition into a water rationing program that IPUD may enact later this summer. Last month, the board tentatively decided on a method of rationing that would allow a set number of gallons per day on each meter, with additional gallons allotted per resident. Mr. Holland's staff report suggested that Flumes could eliminate the need to send out meter readers any more often during rationing, since customers could check their own compliance. But for now, the Flume system wouldn't be enough to replace traditional meter readers altogether.

"We would not use the Flume data to confirm compliance with rationing," Mr. Holland said. "The dashboard isn't going to help us, except in the leak area, until we have more customers participating."

IPUD isn't the only district in Marin to consider Flumes: the Muir Beach Community Services District is considering buying some of the devices, and Marin Water has already distributed more than 1,100 of them to its customers at a 75 percent discount.

Bolinas Community Public Utility District general manager Jennifer Blackman said her district deals with some sort of leak on the customer side about once a month, often at houses where no one is home. "In the normal course of things, the leaks are often not caught until the meter is read for the next billing cycle," she said. At that point, customers have to consult with a plumber to find the source of the leak.

BCPUD advises customers to go out and check their own meters regularly, and to turn the water off at their house valve if they plan to leave town. "It is possible to [alleviate the leak problem] in a very low-tech way," Ms. Blackman said. A number of BCPUD customers have purchased their own Flumes to make the process easier. Like IPUD, the district forgives the cost of customer leaks, but only if the customer provides a written request showing the leak was beyond their control or the result of excusable neglect.

Ms. Blackman is talking with Flume about a potential discount program, but she acknowledged that internet connectivity might be an obstacle for some customers in Bolinas. Mr. Holland said IPUD knows of about 15 Inverness customers who likely don't have internet service and would not immediately be able to install a Flume.

In 2019, North Marin Water District spent \$6 million to replace more than 20,000 meters, nearly all of its Novato service area, with Neptune smart meters that transmit data via radio signal. Unlike Flume devices, which strap onto pre-existing infrastructure, this upgrade required the costly replacement of every water meter.

Last summer, N.M.W.D. looked to Flume instead of smart meters for a West Marin pilot project that could become permanent. Not only would installing smart meters around Point Reyes Station have been expensive, but it also would have required installing radio repeater antennas. Instead, the utility charged 32 West Marin customers \$50 each for Flumes.

Mr. Williams called the Flume program a "stopgap," but suggested the district could provide Flumes to its remaining customers rather than replacing more meters. He said customers are the "first responders" to leaks, since N.M.W.D. does not track them. The district does adjust customers' bills if they are unusually high and the circumstances suggest a leak.

# MMWD enacts one-day sprinkler limit

## DROUGHT STEPS

New water use restrictions OK'd in bid to increase conservation

## Marin Independent Journal

By Will Houston

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

Most Marin residents will only be allowed to turn on their sprinklers on one assigned day per week under stricter drought rules passed by the Marin Municipal Water District.

The district voted unanimously on Tuesday evening to enact the one-day limit, down from two unassigned days under the prior water use restrictions it approved in May. Drip irrigation will be limited to two unassigned days per week, down from three, and hand-watering will remain exempt. The rules took effect upon passage. The assigned sprinkler watering days:

- Monday: Ross, Tiburon, Belvedere, San Geronimo, Forest Knolls, Lagunitas
- Tuesday: San Rafael, unincorporated Marin County
- Wednesday: San Quentin, Sausalito, Corte Madera, San Anselmo • Thursday: Mill Valley
- Friday: Woodacre, Larkspur, Fairfax, Greenbrae, Kentfield
- Saturday and Sunday: None



Tree stumps are exposed by a receding shoreline at the Nicasio Reservoir. The reservoir levels are about 43% of capacity.

The district can enforce the rules through fines as large as \$250 per violation.

The rules were passed in part because many of the 191,000 central and southern residents served by the district still continue to use their sprinklers three or more times a week despite projections showing the district potentially running out of its reservoir supplies next summer.

Ben Horenstein, the district's general manager, said switching to one assigned day per week gives the district and residents better enforcement capabilities.

"This will give staff a tool to get out there and help target folks with education followed by enforcement that are not yet engaged," Horenstein told the board, "because we will know who in 'x' town is watering on days that are not assigned, and create a tremendous opportunity for staff as well as potentially for neighbors to help let them know what's in place with the district and the need to comply."

The district has set up an online portal where residents can submit reports of water waste or violations at [marinwater.org/forms/water-waste-report](https://marinwater.org/forms/water-waste-report).

The rules aim to cut water use during the district's peak demand period in the summer when use typically doubles, mostly because of outdoor irrigation. But data from nearly 800 customers who have installed water flow tracking devices showed just 35% of them were adhering to the two-day sprinkler use limit in June, according to Lucy Croy, the district water quality manager. About half were complying with the district's drip irrigation rules.

In April, the district began mandating a 40% collective reduction in water use compared to 2018-2020. Ratepayers have only conserved by as much as 21% as of last week.

This is a problem for a district that projects it might run out of its supplies from its seven reservoirs by August 2022 should the region experience a third dry winter in a row and conservation fails to ramp up significantly. The reservoirs supply 75% of the district's water, with the remaining 25% coming from imports from the Sonoma Water agency. Sonoma Water began reducing water imports by 20% on July 1 because of its own supply concerns.

The district's reservoir levels are about 43% of capacity and are projected to drop to under a third of capacity by December, which would automatically trigger a 50% conservation mandate.

The district estimates it would save about 6,850 acre-feet of water — about 9% of its total supply capacity and enough water to fill about 3,400 Olympic sized swimming pools — if it achieves 40% conservation between May and December. Nearly two-thirds of the savings would occur through reductions in outdoor watering. But if current conservation trends hold through the coming months, the district would only achieve half of those savings.

Some ratepayers questioned how much water the one-day per week sprinkler limit would actually achieve, especially if people choose to soak their lawns.

“People are just going to use more water and in some cases, it is going to run off,” James Krajewski told the board.

In past meetings, others suggested banning sprinkler use altogether similar to what the city of Healdsburg in Sonoma County did last month.

District staff said the conservation achieved so far is notable, especially given that it took ratepayers close to a year to comply with a 25% conservation mandate in 1976 during the county’s last drought of record. However, the district had to increase conservation to nearly 60% in 1977 and ban all landscape watering after another dry winter season and the potential of running out of water within four months.

The district has increased its supplies since then through Sonoma Water purchases, increasing total reservoir capacity and recycled water projects. However, similar to the 1970s, the district is now considering emergency supply projects, including a water pipeline across the Richmond-San Rafael Bridge in preparation for potentially running out of water next year.

In addition to the watering limits, the new rules adopted on Tuesday also “discourage” new plantings. Board director Larry Bragman said the directive is “pretty ambiguous and unenforceable” and suggested the district consider banning all new plantings on new developments, similar to what North Marin Water District approved in its drought restrictions.

“That would add some consistency and some kind of regulatory teeth to what we’re doing,” Bragman said.

The board is expected to consider the ban on new plantings at its next bimonthly board meeting on July 20.

The district is also considering the potential to suspend new water service hookups for developments, though the proposal has not come back to the board for discussion since June.

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Thursday, 07/08/2021 Page .A01

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# POINT REYES LIGHT

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## NMWD raises water rates

By Braden Cartwright  
06/23/2021

Water customers in Point Reyes Station, Olema and Inverness Park will see their next water bill change after the North Marin Water District approved a new rate structure on Tuesday. The threshold to pay more was lowered from 400 to 250 gallons per day, at the same time the rate for users over that threshold were reduced. Charges for high-elevation zones went up depending on the location. The extra 6 percent in projected revenue is meant to keep up with inflation and pay for infrastructure improvements. The district is building a new well on the Gallagher ranch, replacing a tank in Paradise Ranch Estates and in 2030, the district is planning to modify its treatment plant at a cost of \$4.8 million. At a public hearing, customer Ken Fox commented that it was crazy that heavier users were paying less during a drought and lawyer Morgan Biggerstaff responded that water suppliers are required to charge customers based on the cost of service. “The board cannot just make a policy choice to say we think the highest water users should pay five times what the normal user pays. There’s a restriction under the law from that,” he said. To see how you are impacted, visit [www.nmwd.com/account/annual-cost-calculator](http://www.nmwd.com/account/annual-cost-calculator) (<http://www.nmwd.com/account/annual-cost-calculator>).

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# POINT REYES LIGHT

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## Public input campaign for Coast Guard housing

By Braden Cartwright

06/30/2021

The Community Land Trust of West Marin is gearing up for a period of growth ahead of its development of the former Coast Guard property for affordable housing. The land trust hired a new interim executive director and will host four community gatherings on the 32-acre property, beginning last Sunday. Mary Vradelis, who has experience leading nonprofits in transition, will guide CLAM in its organizational design and take the load off of an overworked staff, board chair Maureen Cornelia said. After six to 12 months, depending on the pace of work, she will depart, and the trust will hire a long-term director. Acting executive director Stacey Laumann is returning to her role as deputy director. “We want to be sure when we go into a search process of what it is we really need at the leadership level, and also throughout the staff,” Ms. Cornelia said. The county selected CLAM and Eden Housing to develop and manage the Coast Guard property last year; the two organizations plan to rehabilitate 36 townhomes, an old dormitory and other buildings for a total of about 50 households. The first gathering was a Spanish-language orientation, and another orientation and tour takes place on July 20. On July 24, the land trust will hear design input from the public so it can provide a design summary and take more feedback on Aug. 14. All gatherings run from 4 to 6 p.m., with refreshments and music beforehand.

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# POINT REYES LIGHT

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## Marin Water studying creek release impacts

By Braden Cartwright  
06/30/2021

Marin Water is studying whether it can release less water from its reservoirs into Lagunitas Creek without harming aquatic species, allowing the district to hold onto more water this winter amid a historic drought.

The flow reductions would occur from November to March, when the changes could affect spawning and the rearing of fish eggs. Hydrologists chose four stretches of the creek that are typical habitat and will complete a detailed topographic survey there, then use modeling to determine the conditions at a range of flows, from 20 to 10 cubic feet per second.

The models show the water depth, velocity and temperature at thousands of points on the creek, and score them based on habitat suitability. If the study shows that a reduction in flows would have a minimal impact on the ecosystem, the water district will use it to apply for a petition to reduce its required releases during winter.

Any change would modify state water board order 95-17, which mandates a flow in Samuel P. Taylor State Park of 20 cubic feet per second during winters of dry years, and migration pulse flows of 35 cubic feet per second four times throughout the winter. Potential changes include reducing winter baseflows, cutting the number of migration pulses and delaying the winter releases. Marin Water releases about 10,000 acre-feet each year from its reservoirs, which hold up to 80,000 acre-feet.

The watershed is home to three bellwether species that are endangered or threatened in California but hanging on in Marin: endangered coho salmon and California freshwater shrimp, and threatened steelhead trout.

Marin Water's seven reservoirs are at 45 percent capacity, half of what is typical at this time of year. The water order has rules for normal and dry years, but nothing for a critically dry year—or two in a row.

“This is really uncharted territory, so there is a real need to better understand the relationship between instream flow, the releases from our reservoirs, and the habitat conditions for those three species, specifically the coho,” said Jonathan Koehler, the fisheries program manager for Marin Water.

The water district contracted the work to Environmental Science Associates in April and expects the study to conclude in September, allowing two months before winter for the State Water Resources Control Board to review a petition for a temporary urgency change order. The water board allowed Sonoma Water to temporarily limit its releases from Lake Sonoma and Lake Mendocino last month, reducing minimum creek flows in the lower Russian River from 85 to 35 cubic feet per second for the next 180 days.

Marin Water serves 191,000 people in the San Geronimo Valley and all of eastern Marin, except for Novato, which is served by the North Marin Water District. Marin is unique because it is not tapped into the California State Water Project, a massive and complex system for distributing water from the snowy Sierra Nevada to the Bay Area and Southern California. The federal Central Valley Project is also a major player.

Marin Water is giving monthly updates on the study to the Lagunitas Creek Technical Advisory Committee, the California Department of Fish and Wildlife, the National Marine Fisheries Service and the San Francisco Bay Regional Water Control Board. A change would come with ongoing monitoring and reporting rules.

Although the water district will only move forward if it can prove minimal or no impact, general manager Ben Horenstein said another dry year could force some tough decisions.

“It’s possible, if the severity of the drought continues, we could be faced with difficult issues of fish or people,” he said. “If this drought were to continue...no impacts isn’t necessarily a hard constraint.”

Director Monty Schmitt said that is why conservation is so important—not just for supply, but for wildlife, too. Habitat restoration is also critical because it enables the water that is released to have a greater impact, he said.

Water board order 95-17 is informed by studies from the 1980s, and the conditions in the watershed have changed. Millions of dollars have been spent on slowing and spreading streams, by softening channels and revegetating the banks. The coho population has slightly decreased in that time.

Further down Lagunitas Creek, North Marin Water District indirectly pumps water out of the creek from its wells. General manager Drew McIntyre said the district would not be impacted by any changes in wintertime flow. North Marin is required to request more releases from Marin Water when the tributaries are dry and all of the water comes from the dams, so summertime flows are more of a concern he said.

In the San Francisco Bay Delta, water regulators have seen that when creek flows are reduced, saltwater contaminates the estuary. North Marin has issues with salinity intrusion at its wells, but Mr. McIntyre said varying creek flows have had little impact on salt levels in Point Reyes Station.

Marin Water is moving fast and in many directions this summer to prepare for a potential third dry winter. In addition to conservation measures and usage restrictions, the district is looking into transferring water across the Richmond-San Rafael Bridge. To do so, the district must locate someone who is willing to sell their water rights, build a pipeline, develop a wheeling agreement with an East Bay water agency and install a new pump station on the other side of the bridge. A consultant is searching for a willing seller, and staff is meeting with Caltrans to begin a structural analysis to support a pipeline on the bridge.

The district is also exploring a temporary desalination plant at its bayside yard in San Rafael. Another consultant was hired to conduct a feasibility analysis and request quotes from suppliers that can rapidly assemble mobile treatment systems. The volume that can be produced at a facility is not yet known.

Both of those options are complex, costly and have a high degree of uncertainty, operations director Paul Sellier wrote.

# Gavin Newsom calls on Californians to cut water use by 15%, expands drought emergency

BY DALE KASLER

JULY 08, 2021 12:06 PM,  
THE SACRAMENTO BEE

## Gov. Gavin Newsom announces proposal of \$5.1 billion drought plan

California Gov. Gavin Newsom announces a proposal of a \$5.1 billion investment for drought preparedness, infrastructure and response to ensure a more climate resilient system, in Merced County, Calif, on Monday, May 10, 2021. BY [ANDREW KUHN](#)

Gov. Gavin Newsom expanded his drought emergency declaration Thursday and called on Californians to reduce water consumption by 15%.

In a pair of emergency orders issued during an appearance at parched Lopez Lake near San Luis Obispo, the governor added nine more counties to the list of those covered by his [emergency declaration from two months ago](#). That makes the drought official in 50 of the state's 58 counties — essentially, everywhere except San Francisco and urban Southern California.

The counties added to the list: San Luis Obispo, Inyo, Marin, Mono, Monterey, San Mateo, Santa Barbara, Santa Clara and Santa Cruz. Extending the emergency to a broader area makes it easier for the State Water Resources Control Board to cut off water rights to farmers who pull water from rivers and streams.

Newsom, who is facing a recall election in September, again refused to impose mandatory cutbacks, instead urging Californians to reduce their outdoor watering by one day a week, running dishwashers and laundry machines less frequently and taking other steps to save.

“Keeping showers under five minutes can save 12.5 gallons per shower when using a water-efficient showerhead,” his order read in part.

Heather Cooley, research director at the Pacific Institute, an Oakland water-policy think tank, said voluntary pleas can be effective at getting people to conserve, up to a point.

“Voluntary calls are a way to communicate with the public about how serious this is,” Cooley said. If conditions worsen, “it is a first step towards mandatory.”

Newsom's predecessor Jerry Brown instituted [25% mandatory cutbacks](#) on urban Californians in 2015, during the last drought — after his call for voluntary reductions fell well short of the goal he'd set a year earlier. Newsom and his top water advisors have said they could impose mandatory restrictions if California suffers through another dry winter.

The governor's call for 15% conservation exceeds the pleas issued by some urban areas. This week the [city of Sacramento asked residents](#) to scale back consumption 10% this week, as did the Contra Costa Water District.

Many cities already have some [restrictions on outdoor watering](#), rules left over from the last drought. The city of Sacramento limits watering to two days a week; much of Sacramento County is limited to three days a week.

In his new executive orders, Newsom directed state agencies to “identify unspent funds that can be repurposed to enable projects to address drought impacts to people, ecosystems and economic activities.”

The Legislature has already approved about \$2.4 billion in new funding for water and drought-related projects, and lawmakers are talking with the governor's office about proposals to add \$2 billion more to the budget.



California Gov. Gavin Newsom, left, speaks at San Luis Reservoir in May about the drought. On Thursday, he expanded his drought emergency declaration and called on Californians to reduce water consumption by 15%. [ANDREW KUHN@MERCEDSUN-STAR.COM](mailto:ANDREW KUHN@MERCEDSUN-STAR.COM)

# Newsom sets stage for Marin water aid

## DROUGHT CRISIS

### **Marin Independent Journal**

Emergency declaration helps county respond

**By Will Houston**

*[whouston@marinij.com](mailto:whouston@marinij.com)*

Gov. Gavin Newsom declared a drought emergency for Marin County on Thursday, opening the door for potential resources and special allowances for local agencies to respond to the historic dry conditions.

“I think it’s important the state has now recognized the very dire situation that the county finds itself in like so much of the rest of the state,” said Cynthia Koehler, board president of the Marin Municipal Water District. “I think it sends an even more clear message than we had before, and we’re really looking forward to partnering with Gov. Newsom and his administration.”

While it is unclear what kind of resources or financial aid Marin could receive under the designation, it does allow for special considerations to be made for options such as a temporary reduction in dam water releases into Lagunitas Creek that benefit endangered fish. The Marin Municipal Water District, which serves 191,000 residents in central and southern Marin, is studying this option to stretch out the supplies of its shrinking reservoirs, which could be depleted by next summer if dry conditions persist.

Newsom’s drought emergency declaration — the third since April — now applies to 50 of the 58 counties in the state. Marin was one of nine counties added on Thursday, along with Inyo, Mono, Monterey, San Luis Obispo, San Mateo, Santa Barbara, Santa Clara and Santa Cruz.

Similar to the two previous declarations, Newsom directed state water agencies to expedite water transfers between suppliers, approve funds to protect water supplies, consider requests to temporarily reduce reservoir releases for wildlife and potentially curtail stream and creek diversions by water rights holders, among other charges.

Drew McIntyre, general manager of the North Marin Water District, said the declaration could allow the district to temporarily reduce its Stafford Lake water releases that benefit fish in Novato Creek. Also, the state might consider loosening regulations on uses for recycled water such as allowing dairies to use recycled water to clean stalls, he said.

Besides the financial and procedural benefits, Newsom's declaration reinforces the message for residents to take the drought as seriously as possible, said longtime Marin Municipal Water District board director Jack Gibson. After Newsom did not include Marin in his larger 39-county drought proclamation in May, Gibson expressed concern that the omission would counter the district's calls for mandatory water conservation. "We need the governor out there stepping up and saying it," Gibson said. "That's what captures the headline."

McIntyre said it makes sense to include Marin in the declaration, considering its reliance on water from Sonoma and Mendocino counties, both of which were included in Newsom's original drought declaration in April.

"It's important that the messaging that we send to our customers is consistent with that of our neighboring counties and that is that in this region we're all in emergency drought conditions," McIntyre said.

Marin was not included in Newsom's first two declarations in part because the county Board of Supervisors had not declared a local drought emergency. The county had also not requested any alterations to water rights or flow releases that would require emergency action by the state. The Board of Supervisors voted soon after to declare a local drought emergency.

The Marin Municipal Water District forecasts that its seven reservoirs in the Mount Tamalpais watershed could be depleted by August 2022 should the region experience a similarly dry winter as 2020-21 and if conservation efforts do not significantly increase. In preparation for this worst-case scenario, the district is exploring emergency projects such as a water pipeline over the Richmond-San Rafael Bridge to pump in Central Valley water and a temporary destination plant on San Francisco Bay. The county built a pipeline across the bridge in 1977 during a similar drought to prevent the county from running out of water.

Meanwhile, the Sonoma Water agency — which supplies 75% of North Marin's water and 25% of Marin Municipal Water District's water — made a 20% reduction to its water imports on July 1 in response to its own supply concerns.

The district was the first major water supplier in the Bay Area to declare a drought emergency and adopt mandatory water use restrictions. The last 18 months have been the driest in the district's nearly 143 years of records.

The North Marin Water District, which serves about 64,000 residents in Novato and parts of West Marin, has also adopted mandatory restrictions in response to its lowest rainfall on records dating back to 1916. The town of Bolinas might soon be under mandatory water rationing of 125 gallons per day per household.

In addition to the emergency declaration, Newsom also approved an order calling for 15% water conservation statewide among residents, businesses, government agencies and industries. The state had previously required mandatory conservation among various communities during the 2012-17 drought.

The conservation mindset during that time has endured, resulting in a 16% reduction in residential water demand since the last drought, Newsom said during a press conference in San Luis Obispo on Thursday.

“This gives us an advantage over the last drought,” Newsom said.

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# Drought affects supply from wells

## SALTWATER CONTAMINATION

### Marin Independent Journal

West Marin residents may have to get water from storage tank

By Will Houston

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Some West Marin residents may need to line up to get their drinking water from a storage tank in Point Reyes Station as drought conditions worsen saltwater contamination in the main well-water supplies.

The North Marin Water District took the unprecedented step to install the 4,500-gallon water tank at the end of Commodore Webster Drive in case salt levels in well-water supplies reach higher concentrations that could pose a health risk to residents on low-salt diets.

“It’s already set up and ready to be implemented,” district General Manager Drew McIntyre said. “We have a trigger that we will activate once the sodium increases to 115 milligrams per liter. Right now it’s just a little bit under 50 milligrams per liter.”

Last year, salt levels reached 115 milligrams per liter in August but “every year is different,” McIntyre said.

“It’s hard to predict but we’re ready and we’re testing it on a regular basis,” he said.

The well water would still be safe to drink for residents who are not on salt-restricted diets, McIntyre said, albeit with a more salty taste. The concentration used for the trigger equates to about 10% of a person’s daily dietary limit for salt based on average daily water consumption.

District staff said this drastic step could have been avoided had it not been for an environmental group appealing its proposal to build a new water well earlier this year.

Saltwater contamination affects two of the district’s three wells, which supply all the water for its 1,800 customers in Point Reyes Station, Olema, Paradise Ranch Estates

and Inverness Park. The two affected wells are located in Point Reyes Station near the former U.S. Coast Guard property near Tomales Bay.

Some saltwater intrusion does occur normally but it has worsened through the years by a combination of drought, sea-level rise and the removal of the Giacomini dam on Lagunitas Creek in 1997 as well as the restoration of the Giacomini wetlands on the bay, according to McIntyre.

The district's third well at Gallagher Ranch, about one mile east of Point Reyes Station, was connected to the system in 2015 and is not affected by saltwater given its location and higher elevation. However, it only produces half of the 300 gallons per minute it was expected to generate. To boost production and to add a secondary source of water unaffected by saltwater, the district plans to build a second well at Gallagher Ranch.

Construction was set to begin this summer but was delayed after the Inverness based environmental organization Save Our Seashore filed an appeal with the county in March challenging its decision to grant a coastal development permit for the project.

The organization's president, Gordon Bennett, said the water district's environmental review did not adequately study how a second well would impact Lagunitas Creek flows and the endangered wildlife such as coho salmon.

The well project is now not expected to begin construction until early 2022 at the earliest because of the appeals, McIntyre said.

The point of contention involves a 1995 state order requiring the county's two main water suppliers, the Marin Municipal Water District and North Marin Water District, to maintain adequate flows in Lagunitas Creek for endangered coho salmon. Lagunitas Creek has the largest remaining population of endangered Central Coast coho between Monterey Bay and Mendocino County.

The water districts must maintain a creek flow rate of at least 48 gallons of water per second at a flow gauge in Samuel P. Taylor State Park during dry periods of June 16 through Nov. 1. This is achieved through dam water releases from the Kent Lake reservoir and would continue under the current plan, McIntyre said.

To provide greater protection for salmon, Bennett requested the county add a requirement to the permit requiring the district to release water "above and beyond" this amount should creek flows dip below the state-mandated rates at a water gauge in Gallagher Ranch.

“I have no objection to this process going forward if it’s adequately protected,” Bennett told the Board of Supervisors on Tuesday.

The county Planning Commission denied Bennett’s appeal in May. Bennett then brought the appeal before the Board of Supervisors, which voted unanimously on Tuesday to reject the appeal. Supervisor Judy Arnold was absent from the vote.

Both government bodies said the issues raised on water rights and minimum flows were outside their purview and that Bennett had already missed the window of time to challenge the project’s environmental review.

Reached Wednesday, Bennett said he plans to appeal the project to the California Coastal Commission and other state agencies if necessary.

Ken Levin, president of the Point Reyes Station Village Association, told the board that residents may soon have to line up with gallon jugs to get their drinking water because the district was prevented from beginning construction this summer.

“It’s not online because of one person who has had the tenacity to appeal every permit application on this,” Levin said.

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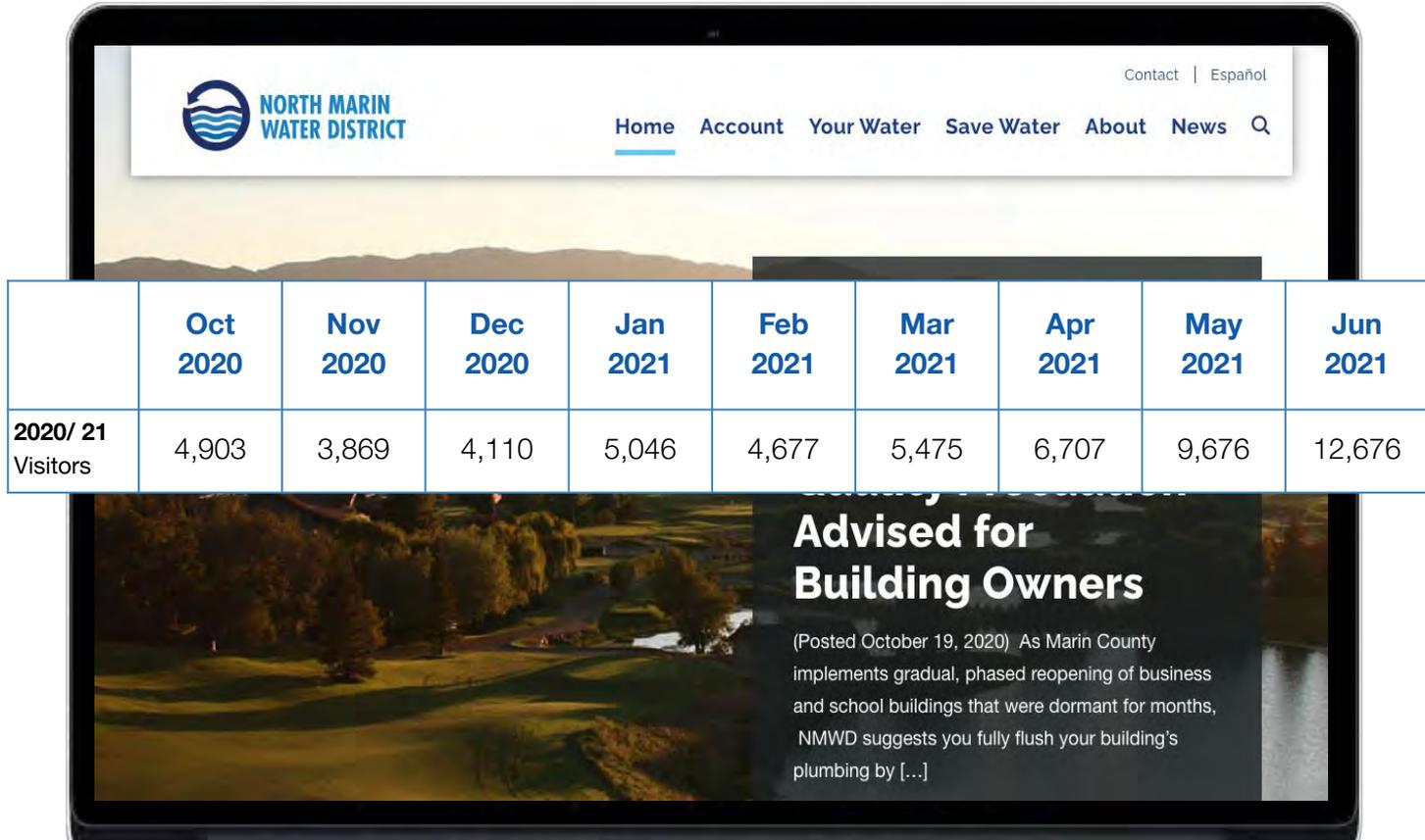
**NORTH MARIN  
WATER DISTRICT**

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# **Web & Social Media Report**

June 2021

# Website Statistics



# Social Media Followers

	Oct-2020	Nov-2020	Dec-2020	Jan-2021	Feb-2021	Mar-2021	Apr-2021	May-2021	Jun-2021
 Facebook Likes	1,185	1,186	1,188	1,186	1,181	1,185	1,183	1,181	1,178
 Twitter Followers	14	14	17	21	24	29	28	35	42
 Instagram Followers	402	414	431	439	457	469	482	497	516



# NMWD Most Visited Pages

Pages	Unique Pageviews	% of Total
<a href="#">Home</a>	7,839	34.97%
<a href="#">Watersmart</a>	3,377	14.74%
<a href="#">Online Billing</a>	2,305	10.19%
<a href="#">Emergency Water Conservation Ordinances</a>	1,083	3.88%
<a href="#">Novato Service Area Drought Guide</a>	816	2.91%
<a href="#">Drought</a>	732	2.84%
<a href="#">Save water outdoors</a>	639	2.36%
<a href="#">Save water indoors</a>	500	2.02%
<a href="#">Drought Drop-by Event Recap</a>	454	1.67%
<a href="#">Contact</a>	401	1.48%



## June News

# Drought Drop-by Event Recap

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(Updated June 15, 2021) Thank you to all of our customers who came out to the Drought Drop-by Event Saturday, June 12. It was an overwhelming success with over 500 “Drought kits” distributed. We do not have any more kits remaining at this time. We are working with our partners to possibly organize another Drought Drop-by event later this summer, so keep an eye out for that event if it is possible. In the meantime, we encourage you to visit your local hardware store to obtain similar items if needed. Thank you again for your continued effort to use water efficiently and conserve as much as possible during this drought.

For more information, please contact the District’s Water Conservation Hotline at (415) 761-8944 or email at [waterconserve@nmwd.com](mailto:waterconserve@nmwd.com).



## June News

# North Marin Water District awarded Certificate of Achievement for Excellence in Financial Reporting from GFOA

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(Posted June 22, 2021) North Marin Water District is proud to have been awarded The Government Finance Officers Association (GFOA) 'Certificate of Achievement for Excellence in Financial Reporting' for the 12th year in a row. The certificate was awarded for the District's comprehensive annual financial report for the fiscal year that ended June 30, 2020.

This Certification of Achievement is the highest form of recognition in governmental accounting and financial reporting, and it represents a significant achievement by a government and its management.

"It is an honor to receive this award for the 12th consecutive year," said Julie Blue,





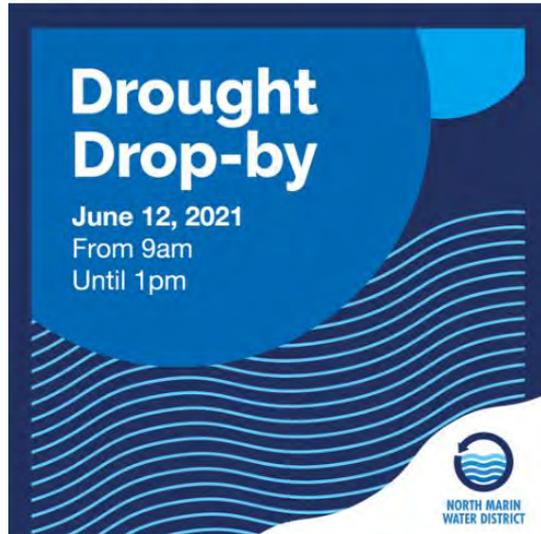
# June Social Media Highlights | Facebook



North Marin Water District

2 June · 🌐

North Marin Water District is holding a Drought Drop-by event on Saturday, June 12. Make sure to stop by and get your FREE Drought Tool Kit. COVID safety procedures will be in place. Visit [NMWD.com/drought-drop-by](https://nmwd.com/drought-drop-by) for more details.



54 people reached | 4 engagements

*Engagements include likes, reactions, clicks and comments*



North Marin Water District

4 June · 🌐

Drought is here. Save water. Remember to turn off the water while you lather, shave or brush your teeth. 💧 Visit [nmwd.com/drought](https://nmwd.com/drought) for more details. #cadrought #drought #bayarea #northmarinwaterdistrict



51 people reached | 0 engagements





# June Social Media Highlights | Facebook



North Marin Water District

5 June · 🌐

You and your family can help #savewater by only running full loads of laundry or dishes. Visit [nmwd.com/drought](http://nmwd.com/drought) for more water saving tips. #droughtishere #northmarinwaterdistrict #cadrought #drought #bayarea



49 people reached | 0 engagements

*Engagements include likes, reactions, clicks and comments*



North Marin Water District

5 June · 🌐

Happy #WorldEnvironmentDay! What are some actions you take to protect the environment? Share in the comments! #GenerationRestoration #northmarinwaterdistrict #bayarea #marincounty



46 people reached | 0 engagements





## June Social Media Highlights | Facebook



North Marin Water District

9 June · 🌐

Help #savewater and switch to water-saving plants. Visit [nmwd.com/drought](https://nmwd.com/drought) for more water saving tips. #cadrought #northmarinwaterdistrict #drought #marincounty



43 people reached | 0 engagements

*Engagements include likes, reactions, clicks and comments*



North Marin Water District

11 June · 🌐

Customers are welcome and encouraged to attend North Marin Water District's virtual board meeting next Tuesday. See the agenda for how to join by phone or Zoom: [nmwd.com/meetings](https://nmwd.com/meetings)



45 people reached | 1 engagements





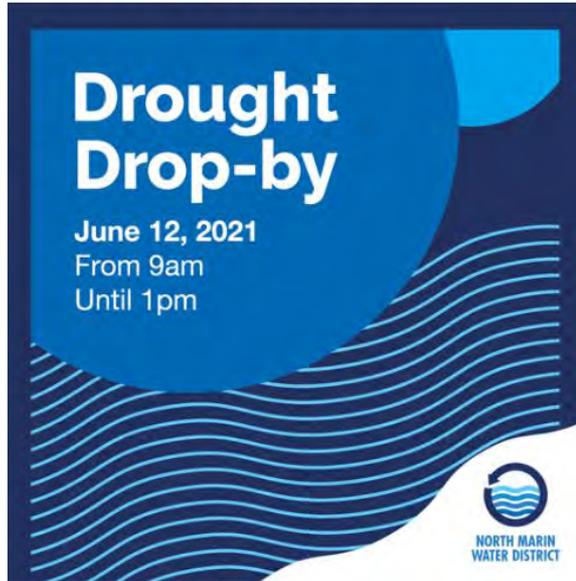
# June Social Media Highlights | Facebook



North Marin Water District

11 June · 🌐

Do your part to help save water 💧 and collect your FREE Drought Tool Kit at our Drought Drop-by event tomorrow (Saturday) at North Marin Water District, 999 Rush Creek Place, Novato. Visit [NMWD.com/drought-drop-by](https://nmwd.com/drought-drop-by) for more details!



51 people reached | 2 engagements

*Engagements include likes, reactions, clicks and comments*



North Marin Water District

12 June · 🌐

Come down to the Drought Drop-By today June 12 from 9am to 1pm. Get your free bucket of water saving devices. 999 Rush Creek Place. Sonoma Water @



901 people reached | 142 engagements





# June Social Media Highlights | Facebook



North Marin Water District

15 June · 🌐

Find and fix leaks! Using your water meter you can perform a simple leak check. Visit [nmwd.com/drought](http://nmwd.com/drought) for more water saving tips.

#droughtishere #savewater #cadrought #northmarinwaterdistrict #drought #savewater #fixaleak



58 people reached | 0 engagements

Engagements include likes, reactions, clicks and comments



North Marin Water District

16 June · 🌐

Thank you to our customers who came out to the Drought Drop-by event Saturday. We were able to distribute over 500 drought kits! At this time, we do not have any drought kits left. We're working with our partners to discuss a second Drought Drop-by event later this summer. We'll keep you all updated on our website and social media channels.

#droughtishere #savewater #cadrought #northmarinwaterdistrict #drought #savewater



97 people reached | 15 engagements





# June Social Media Highlights | Facebook



North Marin Water District

16 June · 🌐

#savewater by using a broom instead of a hose to clean your patios, walkways, and driveways. 💧 Visit [nmwd.com/drought](https://nmwd.com/drought) for more water saving tips. #northmarinwaterdistrict #droughtishere #cadrought #bayarea #drought



51 people reached | 1 engagements

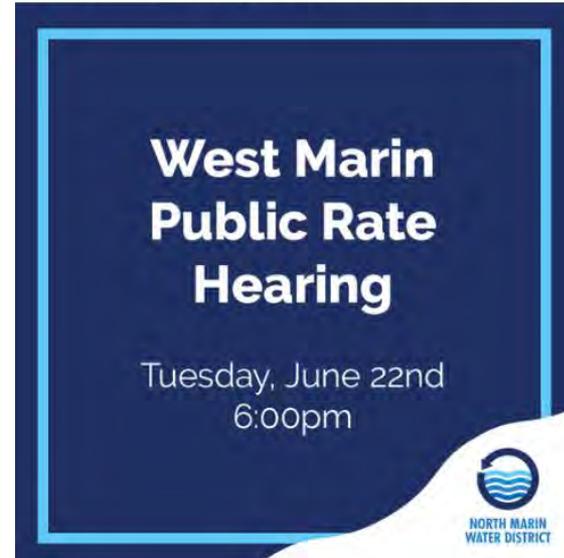
*Engagements include likes, reactions, clicks and comments*



North Marin Water District

18 June · 🌐

North Marin Water District is holding a Public Rate Hearing for the West Marin Water Service Area on June 22, 2021, via Zoom. If approved, the new rates and rate structure changes will go into effect on July 1, 2021. Visit [NMWD.com/westmarinproposal](https://nmwd.com/westmarinproposal) for more details. See the agenda for how to join the meeting by phone or Zoom: [nmwd.com/meetings](https://nmwd.com/meetings)



36 people reached | 0 engagements





# June Social Media Highlights | Facebook



North Marin Water District

19 June · 🌐

Customers are welcome and encouraged to attend North Marin Water District's virtual board meeting next Tuesday. See the agenda for how to join by phone or Zoom: [nmwd.com/meetings](https://nmwd.com/meetings)



46 people reached | 1 engagements

*Engagements include likes, reactions, clicks and comments*



North Marin Water District

20 June · 🌐

Drought is Here. Save water by only running the dishwasher when it's full, which also saves money on your water bill. Visit [nmwd.com/drought](https://nmwd.com/drought) for more water saving tips. #northmarinwaterdistrict #cadrought #bayarea #drought #savemoney



49 people reached | 1 engagements





## June Social Media Highlights | Facebook



North Marin Water District

23 June · 🌐

For the 12th year in a row, North Marin Water District has been awarded a Certificate of Achievement for Excellence in Financial Reporting by the Government Finance Officers Association! Visit [NMWD.com/news](http://NMWD.com/news) for the full story.



49 people reached | 1 engagements

*Engagements include likes, reactions, clicks and comments*



North Marin Water District

24 June · 🌐

Watering your landscape efficiently is an important way you can help #savewater during this #drought. Visit [nmwd.com/drought](http://nmwd.com/drought) for more water saving tips. #northmarinwaterdistrict #cadrought #bayarea #drought #savemoney



53 people reached | 1 engagements





# June Social Media Highlights | Facebook



North Marin Water District

25 June · 🌐

Drought is Here. Save Water. 💧

Flushing anything other than human waste and toilet paper can cause problems for the environment, sewer system, and your plumbing.

Unnecessary flushes waste water during the drought. Visit [nmwd.com/drought](http://nmwd.com/drought) for more water saving advice. #thinkbeforeyouflush #flushsmart #northmarinwaterdistrict #cadrought #bayarea #savewater #drought



58 people reached | 2 engagements

*Engagements include likes, reactions, clicks and comments*



North Marin Water District

29 June · 🌐

Remember to turn off the water while you lather, shave or brush your teeth. It will help save water. 💧 Visit [nmwd.com/drought](http://nmwd.com/drought) for more water saving tips. #drought #cadrought #savewater #northmarinwaterdistrict



54 people reached | 1 engagements





## June Social Media Highlights | Facebook

 North Marin Water District  
30 June · 🌐

We offer rebates up to \$100 per high-efficiency toilet (HET) and up to \$150 per ultra high-efficiency toilet (UHET) when customers replace an inefficient, older toilet. Visit [nmwd.com](http://nmwd.com) for more info. #savewater #droughtishere #cadrought #northmarinwaterdistrict

**Drought is Here.  
Save Water.**

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

 For more water saving tips visit [nmwd.com/drought](http://nmwd.com/drought)

  
NORTH MARIN  
WATER DISTRICT

44 people reached | 0 engagements

*Engagements include likes, reactions, clicks and comments*





# June Social Media Highlights | Twitter



**North Marin Water District** @NorthMarinWater · Jun 2

North Marin Water District is holding a Drought Drop-by event on Saturday, June 12. Stop by and get your FREE Drought Tool Kit! Visit [NMWD.com/drought-drop-by](https://nmwd.com/drought-drop-by) for more details. 💧



**North Marin Water District** @NorthMarinWater · Jun 4

Drought is here. Save water. Remember to turn off the water while you lather, shave or brush your teeth. 💧 Visit [nmwd.com/drought](https://nmwd.com/drought) for more details. #cadrought #drought #bayarea





## June Social Media Highlights | Twitter



**North Marin Water District** @NorthMarinWater · Jun 5

You and your family can help [#savewater](#) by only running full loads of laundry or dishes. Visit [nmwd.com/drought](http://nmwd.com/drought) for more water saving tips. [#droughtishere](#) [#northmarinwaterdistrict](#) [#cadrought](#) [#drought](#) [#bayarea](#)



**North Marin Water District** @NorthMarinWater · Jun 5

Happy [#WorldEnvironmentDay](#)! What are some actions you take to protect the environment? Share in the comments! [#GenerationRestoration](#) [#northmarinwaterdistrict](#) [#bayarea](#) [#marincounty](#)





## June Social Media Highlights | Twitter

 **North Marin Water District** @NorthMarinWater · Jun 9 ...

Drought is Here. Save Water. 💧 Take action by switching to low water use plants. Look for the 'water smart plant' label at local nurseries. Visit [nmwd.com/drought](https://nmwd.com/drought) for more water saving tips. #drought #cadrought #northmarinwaterdistrict



**DROUGHT IS HERE SAVE WATER**

**water smart plant**

- Switch to water-saving plants
- Use mulch to retain soil moisture

[SavingWaterPartnership.org](https://SavingWaterPartnership.org)

 NORTH MARIN WATER DISTRICT

 **North Marin Water District** @NorthMarinWater · Jun 11 ...

Customers are welcome and encouraged to attend North Marin Water District's virtual board meeting next Tuesday. See the agenda for how to join by phone or Zoom: [nmwd.com/meetings](https://nmwd.com/meetings)



**Board of Directors Meeting**

Tuesday, June 1st  
6:00pm

 NORTH MARIN WATER DISTRICT





# June Social Media Highlights | Twitter

 **North Marin Water District** @NorthMarinWater · Jun 11 ...

Our Drought-Drop by event is happening tomorrow from 9 a.m. to 1 p.m. at North Marin Water District, 999 Rush Creek Place, Novato! Make sure to come by and collect your free drought tool kit. #savewater #cadrought #northmarinwaterdistrict #bayarea



**Drought Drop-by**  
June 12, 2021  
From 9am  
Until 1pm

 NORTH MARIN WATER DISTRICT

 **North Marin Water District** @NorthMarinWater · Jun 15 ...

Find and fix leaks. Check your water meter regularly and perform a toilet dye test. Visit [nmwd.com/drought](https://nmwd.com/drought) for more water saving tips. #droughtishere #savewater #cadrought #northmarinwaterdistrict #drought #savewater #fixaleak



**DROUGHT IS HERE SAVE WATER**

 **NOVATO MARIN SAVING WATER PARTNERSHIP**

- Perform a toilet dye test
- Find and fix leaks
- Check outdoor irrigation

[SavingWaterPartnership.org](https://SavingWaterPartnership.org)

 NORTH MARIN WATER DISTRICT





## June Social Media Highlights | Twitter

 **North Marin Water District** @NorthMarinWater · Jun 16 ...

Thank you to our customers who came out to the [#Drought](#) Drop-by event Saturday! We have run out of drought kits, but we're looking at plans for another event later this year. In the meantime, we encourage you to visit your local hardware store to obtain similar items. [#savewater](#)



 NORTH MARIN WATER DISTRICT

 **North Marin Water District** @NorthMarinWater · Jun 16 ...

You and your family can [#savewater](#) by using a broom instead of a hose to clean your patios, decks, and driveways. Visit [nmwd.com/drought](https://nmwd.com/drought) for more water saving tips. [#cadrought](#) [#northmarinwaterdistrict](#) [#bayarea](#) [#droughtishere](#)



**Drought is Here.  
Save Water.**

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

 For more water saving tips visit [nmwd.com/drought](https://nmwd.com/drought)

 NORTH MARIN WATER DISTRICT





## June Social Media Highlights | Twitter



**North Marin Water District** @NorthMarinWater · Jun 18

North Marin Water District is holding a Public Rate Hearing for the West Marin Water Service Area on June 22, 2021, via Zoom. If approved, the new rates and rate structure changes will go into effect on July 1, 2021. Visit [NMWD.com/westmarinpropo...](https://nmwd.com/westmarinpropo...) for more details.



**North Marin Water District** @NorthMarinWater · Jun 19

Customers are welcome and encouraged to attend North Marin Water District's virtual board meeting next Tuesday. See the agenda for how to join by phone or Zoom: [nmwd.com/meetings](https://nmwd.com/meetings)





## June Social Media Highlights | Twitter

 **North Marin Water District** @NorthMarinWater · Jun 20

Drought is Here. Save water. Wait until you have a full load to run the dishwasher. Visit [nmwd.com/drought](http://nmwd.com/drought) for more water saving tips.  
[#northmarinwaterdistrict](#) [#cawater](#) [#savemoney](#) [#cadrought](#) [#bayarea](#)



**Drought is Here.  
Save Water.**

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

 For more water saving tips visit [nmwd.com/drought](http://nmwd.com/drought)

 NORTH MARIN WATER DISTRICT

 **North Marin Water District** @NorthMarinWater · Jun 23

North Marin Water District is proud to share that we have received a Certificate of Achievement for Excellence in Financial Reporting, awarded by the Government Finance Officers Association, for the 12th consecutive year! Visit [NMWD.com/news](http://NMWD.com/news) for the full story.



Government Finance Officers Association

AWARD FOR EXCELLENCE





# June Social Media Highlights | Twitter

 **North Marin Water District** @NorthMarinWater · Jun 24 ...

Water your landscape efficiently. Follow ordinance rules for when you can irrigate. Visit [nmwd.com/drought](https://nmwd.com/drought) for more water saving tips. #bayarea #savewater #cadrought #cawater #northmarinwaterdistrict



**Drought is Here. Save Water.**

Water your landscape efficiently. Follow ordinance rules for when you can irrigate!

 For more water saving tips visit [nmwd.com/drought](https://nmwd.com/drought)



 **North Marin Water District** @NorthMarinWater · Jun 25 ...

Don't flush unnecessarily during the drought. Save water by only flushing human waste and toilet paper. Visit [nmwd.com/drought](https://nmwd.com/drought) for more water saving tips. #thinkbeforeyouflush #flushsmart #cawater #drought #cadrought #northmarinwaterdistrict



**Drought is Here. Save Water.**

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

 For more water saving tips visit [nmwd.com/drought](https://nmwd.com/drought)





## June Social Media Highlights | Twitter



**North Marin Water District** @NorthMarinWater · Jun 29

Drought is Here. Save Water. Take action at home by turning off the water while you brush your teeth or lather up. Visit [nmwd.com/drought](https://nmwd.com/drought) for more water saving tips. #savewater #cadrought #northmarinwaterdistrict #takeaction



**North Marin Water District** @NorthMarinWater · Jun 30

Replace an inefficient toilet with a new high-efficiency model to #savewater during the #drought! NMWD offers rebates up to \$100 per high-efficiency toilet (HET) and up to \$150 per ultra high-efficiency toilet (UHET) when you upgrade. Visit [nmwd.com](https://nmwd.com) for more info.





# June Social Media Highlights | Instagram

**Board of Directors Meeting**

Tuesday, June 1st  
6:00pm

**northmarinwaterdistrict** ...

**northmarinwaterdistrict** Customers are welcome and encouraged to attend North Marin Water District's virtual board meeting tomorrow at 6PM. To see the agenda, and info on how to join by phone or zoom, visit [nmwd.com/meetings](http://nmwd.com/meetings)

5 w

2 likes  
MAY 31

Add a comment...

Post

**NORTH MARIN WATER DISTRICT**

2 likes

**Drought Drop-by**

June 12, 2021  
From 9am  
Until 1pm

**northmarinwaterdistrict** North Marin Water District ...

**northmarinwaterdistrict** Do your part to save water by picking up a FREE Drought Tool Kit including aerator, dye tabs, shower head, bucket, hose nozzle and more, at North Marin Water District's Drought Drop-by event on Saturday, June 12. Link in bio. #cadrought #drought #northmarinwaterdistrict #novato

4 w

5 likes  
JUNE 4

Add a comment...

**NORTH MARIN WATER DISTRICT**

5 likes





# June Social Media Highlights | Instagram

**DROUGHT IS HERE SAVE WATER**

**SONOMA - MARIN SAVING WATER PARTNERSHIP**

**Turn off the water when you:**

- Brush your teeth
- Wash your hands
- Shave

**SavingWaterPartnership.org**

**northmarinwaterdistrict**

**northmarinwaterdistrict** Do your part to help save water by turning off the water while you lather, shave, or brush your teeth! Link in bio. #cadrought #drought #bayarea

4 w

6 likes  
JUNE 4

Add a comment...

6 likes

**Drought is Here. Save Water.**

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

**For more water saving tips visit [nmwd.com/drought](https://nmwd.com/drought)**

**northmarinwaterdistrict**

**northmarinwaterdistrict** You and your family can help #savewater by only running full loads of laundry or dishes. Visit [nmwd.com/drought](https://nmwd.com/drought) for more water saving tips (link in bio). #droughtishere #waterconservation #northmarinwaterdistrict #cadrought #drought #bayarea

4 w

5 likes  
JUNE 5

Add a comment...

5 likes





# June Social Media Highlights | Instagram



 northmarinwaterdistrict  
Novato, California

 northmarinwaterdistrict Happy #WorldEnvironmentDay 🌍 We're proud to play a part in conserving our local environment for our community, wildlife and future generations. #NMWD #conservation #protecttheplanet #novato #staffordlake #environment #generationrestoration #marincounty #waterconservation

4 w



9 likes

JUNE 6

 Add a comment...

Post

9 likes



 northmarinwaterdistrict

 northmarinwaterdistrict Switch to water-saving plants. Look for the 'water smart plant' label at local nurseries. Visit nmwd.com/drought for more water saving tips (link in bio). #cawater #cadrought #northmarinwaterdistrict #savewater

3 w



7 likes

JUNE 9

 Add a comment...

Post

7 likes





# June Social Media Highlights | Instagram

**Board of Directors Meeting**

Tuesday, June 1st  
6:00pm

**northmarinwaterdistrict** ...

**northmarinwaterdistrict** Customers are welcome and encouraged to attend North Marin Water District's virtual board meeting next Tuesday. See the agenda for how to join by phone or Zoom: [nmgd.com/meetings](https://nmgd.com/meetings) (link in bio)

3 w

3 likes  
JUNE 11

Add a comment...

**NORTH MARIN WATER DISTRICT**

3 likes



17 likes





# June Social Media Highlights | Instagram

**DROUGHT IS HERE SAVE WATER**

**SONOMA - MARIN SAVING WATER PARTNERSHIP**

- Find and fix leaks
- Perform a toilet dye test
- Check outdoor irrigation

**northmarinwaterdistrict** Identify leaks and fix them to reduce water usage. Visit [nmwd.com/drought](http://nmwd.com/drought) for more water saving tips (link in bio). #droughtishere #savewater #northmarinwaterdistrict #cadrought #bayarea #fixaleak

10 likes  
JUNE 14

Save Water Partnership logo: [SavingWaterPartnership.org](http://SavingWaterPartnership.org)

10 likes

**northmarinwaterdistrict** The drought drop-by event on Saturday was a great success thanks to our customers! We distributed over 500 drought kits during the event and do not have any more available at this time. We're working with our partners to discuss a second Drought Drop-by event later this summer. To obtain similar items in the meantime, we encourage you to visit your local hardware store. #droughtishere #savewater #northmarinwaterdistrict #cadrought #bayarea

7 likes  
JUNE 16

North Marin Water District logo: **NORTH MARIN WATER DISTRICT**

7 likes





# June Social Media Highlights | Instagram

**Drought is Here. Save Water.**

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

For more water saving tips visit [nmwd.com/drought](http://nmwd.com/drought)

northmarinwaterdistrict Swap the hose for a broom. Sweep off patios, decks, and driveways with a broom rather than a hose to help #savewater Link in bio for more water saving tips. #droughtishere #northmarinwaterdistrict #cadrought #bayarea #fixaleak

2 w

5 likes

JUNE 16

Add a comment...

Pool

5 likes

**West Marin Public Rate Hearing**

Tuesday, June 22nd  
6:00pm

northmarinwaterdistrict North Marin Water District is holding a Public Rate Hearing for the West Marin Water Service Area on June 22, 2021, via Zoom. If approved, the new rates and rate structure changes will go into effect on July 1, 2021. Visit [NMWD.com/westmarinproposal](http://NMWD.com/westmarinproposal) for more details. See the agenda for how to join the meeting by phone or Zoom: [nmwd.com/meetings](http://nmwd.com/meetings)

2 w

4 likes

JUNE 16

Add a comment...

4 likes





# June Social Media Highlights | Instagram



5 likes



3 likes





# June Social Media Highlights | Instagram

**Drought is Here. Save Water.**

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

For more water saving tips visit [nmwd.com/drought](http://nmwd.com/drought)

northmarinwaterdistrict Don't flush unnecessarily during the drought. Never flush anything other than human waste and toilet paper. Visit the link in our bio for more water saving tips. #thinkbeforeyouflush #flushsmart #cawater #drought #cadrought #northmarinwaterdistrict

1 W

2 likes

JUNE 24

Add a comment...

2 likes

**Drought is Here. Save Water.**

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

For more water saving tips visit [nmwd.com/drought](http://nmwd.com/drought)

northmarinwaterdistrict While lathering, shaving or brushing your teeth, please turn off the water! Visit the link in our bio for more tips on how to #savewater during the #drought. #northmarinwaterdistrict #droughtishere #cadrought

1 W

2 likes

JUNE 29

Add a comment...

2 likes



# West Marin Spring 2021 Waterline

## The Waterline

West Marin Service Area Newsletter | Issue 19



### Water Supply Update Spring 2021

Drew McIntyre, General Manager

Water supplied by North Marin Water District (NMWD) to our West Marin customers is diverted from various shallow wells adjacent to Lagunitas Creek near the former U.S. Coast Guard Housing Facility in Point Reyes Station and on Gallagher Ranch. The State Water Resources Control Board (SWRCB) has determined that Lagunitas Creek is fully appropriated in summer months of dry years and has ordered NMWD to find an alternative source of water from July to October during dry years. (A dry year occurs when the total precipitation from October 1 to April 1 is less than 28 inches as measured at Marin Municipal Water District's Kent Lake). NMWD has complied with this request by purchasing a portion of the Giacomini Ranch water rights to use during these periods.

Rainfall at Kent Lake through April 1, 2021 totals just under 21 inches and dry year conditions continue on Lagunitas Creek. This is the first time there have been two consecutive dry years



water consumption by 15% (Stage 1) when compared to the corresponding billing period in 2013 (the most recent pre-drought normal year). For a second year in a row, beginning on July 1, a mandatory 25% reduction in water use (Stage 2) will be in place (also when compared to the corresponding billing period in 2013). Customers are also required to implement other conservation

## The Waterline

West Marin Service Area Newsletter | Issue 19



### Water Supply Update Spring 2021

Drew McIntyre, General Manager

Water supplied by North Marin Water District (NMWD) to our West Marin customers is diverted from various shallow wells adjacent to Lagunitas Creek near the former U.S. Coast Guard Housing Facility in Point Reyes Station and on Gallagher Ranch. The State Water Resources Control Board (SWRCB) has determined that Lagunitas Creek is fully appropriated in summer months of dry years and has ordered NMWD to find an alternative source of water from July to October during dry years. (A dry year occurs when the total precipitation from October 1 to April 1 is less than 28 inches as measured at Marin Municipal Water District's Kent Lake). NMWD has complied with this request by purchasing a portion of the Giacomini Ranch water rights to use during these periods.



Rainfall at Kent Lake through April 1, 2021 totals just under 21 inches and dry year conditions continue on Lagunitas Creek. This is the first time there have been two consecutive dry years since Water Right Order 90-17 was adopted by the SWRCB in October 1990 and 2014 was the only other previous single dry year condition. Pursuant to the order, Park Stage Dry Year Lagunitas Creek flows are currently being maintained by Marin Municipal Water District at the regulated threshold of 10 cfs public level, per order and will drop to 6 cfs on June 16. A public hearing was held last year on May 6, 2020 where the Board of Directors declared a water shortage emergency in NMWD's West Marin Service Area, the West Marin Water Shortage Contingency Plan was enacted and an Emergency Water Conservation Ordinance was adopted (No. 98).

The water shortage emergency condition remains in effect and Ordinance 98 has been revised to reflect current conditions for 2021. Until June 30, customers are asked to voluntarily reduce

water consumption by 15% (Stage 1) when compared to the corresponding billing period in 2013 (the most recent pre-drought normal year). For a second year in a row, beginning on July 1, a mandatory 25% reduction in water use (Stage 2) will be in place (also when compared to the corresponding billing period in 2013). Customers are also required to implement other conservation measures to minimize the waste and non-essential use of water. Many customers have already reduced their water use to less than these mandated reduction levels and customers using less than 200 gallons per day are already in compliance, but are requested to conserve more if possible. A drought surcharge for residential customers using more than 200 gallons effect with enactment of the mandatory Stage 2 restrictions from July 1 through November 1. You can see your water use history and target to reduce 25% by visiting the NMWD website at [www.nmwd.com](http://www.nmwd.com).

NMWD customers are encouraged to use water efficiently during this drought period, reduce outdoor irrigation and participate in NMWD Water Use Efficiency Programs described in the Waterline and at [www.nmwd.com](http://www.nmwd.com).

### Increased Salinity Levels

Point Reyes Station, Point Reyes, Lagunitas

NMWD is committed not only to serving water to customers that meets or exceeds all state and federal standards for quality, but also taste that is good. Significant investments are being made for the pumping and construction of a new pump-out well that is not vulnerable to salinity intrusion and is capable of meeting the production demands of the system.

Unfortunately, due to pumping orders beyond our control the new source well will not be available for use this Summer when salt levels are expected to increase again. Since a portion of NMWD's customers with septic system installations may agree that it is necessary to use alternative sources of water, NMWD is planning to provide a source of sea water as a Stage 2 option. The target threshold to activate a Stage 2 well will be when salinity reaches a concentration of 110 mg/L. This threshold represents 10% of the recommended daily intake value for sodium reported

by the FDA dietary guidelines. The rising salinity levels will be located near our treatment facilities at the former Coast Guard Housing Property in downtown Point Reyes Station.



### Water Use Monitoring and Leak Detection Device Pilot Program

Point Reyes, Water Conservation Coordinator

The District is continuing the offering of a pilot program for the shared cost purchase and use of a water monitoring and leak detection device called Flowe. These devices attach to your meter and relay real time water use data, and leak alerts through your Wi-Fi.

If you are interested in participating, please email our contact information and service address to [waterconservation@nmwd.com](mailto:waterconservation@nmwd.com), and staff can provide you with the website link to the shared cost purchase.

The pilot program is available to West Marin Service Area customers only.

Pay your bills online.

Visit [enr.billerica.com/nmwd](http://enr.billerica.com/nmwd)



## What's Next?

- GFOA news story & social (date pending)
- New 'Waste Water Report' form being added to NMWD.com
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**Thank You**