



NORTH MARIN WATER DISTRICT
AGENDA – REGULAR MEETING
April 19, 2022 – 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 pursuant to the authorizations provided by Government Code section 54953(e)."

There will not be a public location for participating in this meeting, but any interested member of the public can participate telephonically by utilizing the dial-in information printed on this agenda.

Video Zoom Method

CLICK ON LINK BELOW:

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

Password: 466521

SIGN IN TO ZOOM:

Meeting ID: 821 9197 1947

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.

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

Est. Time	Item	Subject
6:00 p.m.	CALL TO ORDER	
	1.	APPROVE MINUTES FROM REGULAR MEETING , April 5, 2022
	2.	APPROVE MINUTES FROM SPECIAL MEETING , April 12, 2022
	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.	
	7.	Consent – Approve: NMWD Administration and Laboratory Upgrade Project – Architectural and Construction Management Services
	8.	Consent – Approve: Quitclaim Portion of Existing 10-Foot Width Water Line Easement APN 157-332-16 & -19
	ACTION CALENDAR	
	9.	Approve: Rate Increase Letter to Novato Water & Recycled Water Customers
	10.	Approve: Rate Increase Letter to West Marin Water and Oceana Marin Sewer Customers
	11.	Approve: General Manager Appointment, Conditions of Employment and Pay Scale Resolution
	12.	Approve- Consider: Amending Regulation 26 to Increase General Manger's Expense Authority for Minor Extensions or Modifications to the Water Distribution System and Make Other Clarifications Resolution
	13.	Approve: California Pool and Spa Association (CPSA) Response
	INFORMATION ITEMS	
	14.	Planning for Transition to In-Person Board Meetings
	15.	NBWRA Meeting – March 28, 2022
	16.	MISCELLANEOUS Disbursements – Dated April 7, 2022 Disbursements – Dated April 14, 2022 <u>News Articles:</u> Marin IJ – NMWD leader to step down after 24 years – Retires May 4

Est. Time	Item	Subject
		<u>Social Media Posts:</u> NMWD Web and Social Media Report – March 2022
7:30 p.m.	17.	<i>ADJOURNMENT</i>

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

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DRAFT
NORTH MARIN WATER DISTRICT
MINUTES OF REGULAR MEETING
OF THE BOARD OF DIRECTORS
April 5, 2022

Please note: during the meeting two Board members experienced technical difficulties and were not present to vote on some of the items.

CALL TO ORDER

President Petterle announced that due to the Coronavirus outbreak and pursuant to the Brown Act as modified by Assembly Bill 361, this was a virtual meeting. President Petterle called the regular meeting of the Board of Directors of North Marin Water District to order at 6:00 p.m. and the agenda was accepted as presented. President 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. President Petterle announced that 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 Petterle 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 Petterle 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 Petterle announced that 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.

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), Tony Arendell (Construction/Maintenance Superintendent), and Robert Clark (Operations/Maintenance Superintendent). Also participating remotely was IT consultant Clay Smedshammer (Core Utilities).

President Petterle requested that for those joining the virtual meeting from the public to identify themselves and there was no response.

MINUTES

On motion of Director Fraites seconded by Director Baker, the Board approved the minutes from the March 15, 2022 Regular Board Meeting by the following vote:

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

NOES: None

ABSTAIN: None

ABSENT: None

GENERAL MANAGER'S REPORT

Retirement Announcement

Mr. McIntyre advised the Board that Construction/Maintenance Superintendent, Tony Arendell announced that he will be retiring as of June 15th. He noted that Mr. Arendell has been a dedicated District employee for thirty-six years and he will be missed. Mr. McIntyre added that his retirement will be acknowledged during the District's Patio Picnic on April 20th. He reported that internal recruitment has started in order to have an overlap for additional training before Mr. Arendell retires.

NBWA Virtual Conference

Mr. McIntyre announced North Bay Water Association will be having a Virtual Conference on April 8th from 9:00 a.m. until 3:00 p.m. He added there is still time to register for those Board members who are interested in attending. Mr. McIntyre noted that for those who did not receive notification of the conference to contact Ms. Kehoe and she will provide the link.

Assistant General Manager/Chief Engineer (AGM/CE) Interviews

Mr. McIntyre notified the Board that there will be a NMWD Special Board Meeting on April 12th, at 6:00 p.m. He added the purpose will be in-person interviews with the AGM/CE candidates.

Annual Russian River Biological Opinion Public Policy Facilitating Committee (PPFC)

Mr. McIntyre apprised the Board that the annual Russian River PPFC meeting will be held on Wednesday, May 4th via Zoom from 2:00 to 4:30 p.m. He noted that Director Petterle and Director Grossi are designated Board members for the meetings and if they did not get the invite to contact Ms. Kehoe.

Virtual Meetings Versus Hybrid Meetings

Mr. McIntyre stated that the Board will again to be asked to approve a Resolution for continued virtual meetings. He reported that most local agencies are holding their meetings virtually, with only one agency holding in-person meetings. Mr. McIntyre added although we continue to see the infection trend decline, he would prefer not to be one of the first agencies to

return to in-person meetings. He reported staff will continue to track the data and report back to the Board.

President Petterle asked if there were any comments or questions from the Directors.

Director Fraites stated that he did not receive an invite to the NBWA conference for this Friday and thought perhaps that was the case with the rest of the Board. He noted that the conference will have several good speakers. Director Fraites asked if Ms. Kehoe could find the invitation and forward it to the Board.

Director Joly recognized Mr. Arendell for all his years of tremendous service. He stated that he will be greatly missed and it will be like a great oak going down in the forest. Mr. Arendell replied that he will miss everyone.

Director Petterle stated that he would prefer to err on the side of caution when dealing with the coronavirus. He noted that Great Britain is reporting a new variant, with the highest infection rate ever.

President Petterle asked if anyone from the public would like to speak and there was no response.

OPEN TIME

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

STAFF/DIRECTORS REPORTS

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

Ms. Kehoe reminded the Board and staff that there will be a patio picnic on April 20th to recognize newly hired employees and soon to be retirees.

Ms. Blue announced that with the decrease in COVID outbreaks the District office expanded their office hours to 9:00 a.m. to 4:00 p.m. She added staff is also working on reinstating the Shut-off policy in late April and Consumer Services is working on a plan to make that happen. Ms. Blue was happy to report that staff has been successful in reducing the number of delinquent customers by almost 50% in the last six weeks.

Director Joly stated that it was good to hear that the lobby hours are going to be increased.

Director Petterle, reminded everyone that we are still in a drought. He also commended the local media for keeping the drought in the news.

CONSENT CALENDAR

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

AYES: Director Baker, Fraites, Joly and Petterle

NOES: None

ABSTAIN: None

ABSENT: Director Grossi

**RE-AUTHORIZING MEETINGS BY TELECONFERENCE OF LEGISLATIVE BODIES OF
NORTH MARIN WATER DISTRICT**

The Board approved Re-Authorizing Meetings by Teleconference of Legislative Bodies of North Marin Water District. Resolution 22-06 will extend the continuation of teleconference meetings effective April 5, 2022 through May 5, 2022 pursuant to Brown Act provisions.

RECORDS RETENTION PROGRAM – DESTRUCTION OF RECORDS

The District's Policy for the Retention of Documents and Destruction of Specified Documents was approved by the Board in 2002 and revised in 2003. The Policy stated that once a year, after Board approval, the documents designated as eligible will be destroyed in an appropriate manner.

ACTION CALENDAR

NOVATO POTABLE WATER AND RECYCLED WATER FINANCIAL PLAN UPDATE FY 22/23

Ms. Blue gave an update on the Novato Potable Water and Recycled Water Financial Plan for Fiscal Year 2022-23. The Board accepted the plan and directed staff to draft a letter for Board review that will notify Novato and Recycled Water customers of a public hearing on June 21st to consider a 6% rate increase.

President Petterle asked if there were any comments or questions from the Directors.

Director Joly asked about the option to pay cash in lieu of participating in SCWA's 2022 Water Revenue Bond financing to fund capital projects. Ms. Blue replied that we need to maintain current cash reserves for impending projects and reduced water sales and therefore the best choice is to participate in SCWA's bond financing. Director Joly asked a question about the water sales budget in FY2022-23 of 2.1 billion gallons and a discussion ensued.

President Petterle asked if anyone from the public would like to speak and there was no response.

On the motion of Director Fraites, and seconded by Director Petterle the Board accepted FY 2022-23 Novato Potable Water and Recycled Water Financial Plans and directed staff to draft a letter to Novato and Recycled Water customers for Board review noticing a public hearing on June 21, 2022 to consider a 6% rate increase by the following vote:

AYES: Director Baker, Fraites and Petterle

NOES: None

136 ABSTAIN: None

137 ABSENT: Director Joly and Grossi

138 **WEST MARIN WATER SYSTEM FINANCIAL PLAN UPDATE FY 22/23**

139 Ms. Blue gave an update on the West Marin Water System Financial Plan for Fiscal Year
140 2022-23. The Board accepted the plan and directed staff to draft a letter for Board review that
141 will notify West Marin customers of a public hearing on June 28th to consider a 6% rate increase.

142 President Petterle asked if there were any comments or questions from the Directors.

143 Director Fraites stated that he did the math and it appears that average residential water
144 use in Novato is twice as much as that in West Marin. Mr. McIntyre confirmed that is the case.

145 President Petterle asked if anyone from the public would like to speak and there was no
146 response.

147 On the motion of Director Fraites and seconded by Director Baker the Board accepted FY
148 2022-23 West Marin Water Financial Plan and directed staff to draft a letter to West Marin water
149 customers for Board review noticing a public hearing on June 28, 2022 to consider a 6% rate
150 increase by the following vote:

151 AYES: Director Baker, Fraites, Joly and Petterle

152 NOES: None

153 ABSTAIN: None

154 ABSENT: Director Grossi

155 **OCEANA MARIN SEWER SYSTEM FINANCIAL PLAN UPDATE FY 22/23**

156 Ms. Blue gave an update on the Oceana Marin Sewer System Financial Plan for Fiscal
157 Year 2022-23. The Board accepted the plan and directed staff to draft a letter for Board review
158 that will notify Oceana Marin customers of a public hearing on June 28th to consider a 5% rate
159 increase.

160 President Petterle asked if there were any comments or questions from the Directors and
161 there was no response.

162 President Petterle asked if anyone from the public would like to speak and there was no
163 response.

164 On the motion of Director Fraites, and seconded by Director Joly the Board accepted FY
165 2022-23 Oceana Marin Sewer Financial Plan and directed staff to draft a letter to Oceana Marin
166 sewer customers for Board review noticing a public hearing on June 28, 2022 to consider a 5%
167 rate increase by the following vote:

168 AYES: Director Baker, Fraites, Joly and Petterle

169 NOES: None

170 ABSTAIN: None

171 ABSENT: Director Grossi

172 **AMEND GENERAL SERVICES AGREEMENT – GHD, INC.**

173 Mr. Williams reported the amendment to GHD's agreement will increase funds for GHD to
174 continue to provide as-needed engineering and environmental support services for CIP projects
175 and grant funding support.

176 President Petterle asked if there were any comments or questions from the Directors and
177 there was no response.

178 President Petterle asked if anyone from the public would like to speak and there was no
179 response.

180 On the motion of Director Baker, and seconded by Director Fraites the Board authorized
181 the General Manager to amend the General Services Agreement between NMWD and GHD, Inc.,
182 and increase the budget by \$200,000 by the following vote:

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

184 NOES: None

185 ABSTAIN: None

186 ABSENT: None

187 **INFORMATION ITEMS**

188 **LOCAL WATER SUPPLY ENHANCEMENT STUDY UPDATE**

189 Mr. Williams provided an informational update to the Board on SCWA's Regional Water
190 Supply Resiliency Study and the District's Local Water Supply Enhancement Study. He
191 announced a second Public Workshop is proposed as a Special Meeting to be held on April 26th
192 to review the conclusions and recommendations of the Local Water Supply Enhancement Study
193 which will also provide another opportunity for the public to engage in the conversation.

194 President Petterle asked if there were any comments or questions from the Board.

195 Director Petterle stated that he worked at MMWD during the 1976-77 drought and
196 managed their Water Conservation Program in the mid-1980's to 1990's. He noted that people
197 do not often get a sense of water use, because the water industry talks in acre feet and hundred
198 cubic feet (ccf). He emphasized we need to get the message across to the general public, adding
199 an objective for all agencies should be to put water usage in relatable terms.

200 Director Fraites agreed, stating we do not know when it will rain next. Director Fraites
201 stated that this will be an incredible problem we don't get at least average rainfall in the next few
202 years.

Director Joly stated that the amazing thing about the October atmospheric river weather event was it brought us almost eight inches of rain, had we not had that this year would have been a catastrophe. He agreed that people and the government are not taking this seriously.

Director Grossi agreed, noting the basis for the Resiliency Study is to look at the worst years and plan for worse than that. He agreed with the ground water basin options. Director Grossi stated that we need to keep in mind that we are a small district, we can't afford some projects on our own and it is important to partner with SCWA, because that makes us bigger. He added, it would also help to partner with MMWD to help resolve the water crisis. Director Grossi noted there is excess water that is not being captured from the Russian River, we need to capture it and figure out how to store it in the Santa Rosa or Sonoma Basins. He stated that we need to continue to backfill Stafford Lake, and MMWD should backfill Kent Lake. Additionally, Director Grossi noted that we are lucky to have mindful customers who conserve in our District.

Director Joly stated that we are doing the best job we can, and we need to face the fact that we may have a fourth dry year. He added we need to talk to the public and it is our obligation to give them the information they need about the studies. Director Joly stated that it is our obligation to be transparent and keep with our mission statement. Mr. McIntyre responded that he agreed completely with the Board that the District needs to continue to communicate with our customers. He added that staff has done an incredible job with public outreach to our customers including direct Waterline Newsletter mailings, various website news stories, multiple social media posts, a newspaper advertisement campaign, newspaper Op Ed articles and workshops.

Mr. McIntyre stated that the water sales are the lowest we ever had, noting our customers have done a lot to conserve. He added that they have taken advantage of the rebate programs offered and with last year's 20% reduction they came really close at 17%. Mr. McIntyre emphasized we do not want to lose sight of what a good job our customers have done to conserve.

President Petterle asked if there were any comments or questions from the public and there was no response.

FY 2021-22 SECOND QUARTER PROGRESS REPORT – WATER QUALITY

Mr. Clark reported on the second quarter FY 2021-22 progress report for Water Quality. He updated the Board on the Novato, Point Reyes and Novato Recycled Systems. He reported both Novato and Point Reyes Station met the primary and secondary water quality goals.

Mr. Clark apprised the Board that Stafford Lake continues to have blue green algae issues and staff are reaching out to consultants find a solution. He noted that algae was non-detectible in the drinking water and the concern is with recreational exposure.

Mr. Clark stated that in West Marin there was still concern with salinity intrusion in the Coast Guard wells. He reminded the Board that a Fill Station was made available to customers I 2021 from October 15th through November 5th. Mr. Clark noted that staff is already seeing increased salinity levels and will most likely have to post notices soon.

Mr. Clark reported the Recycled Water plant at Deer Island was not in operation during the second quarter.

President Petterle asked if there were any comments or questions from the Board and there was no response.

President Petterle asked if the Board or the public had any comments or questions and there was no response.

RESIGNATION AND RETIREMENT FROM NMWD

Mr. McIntyre reminded the Board that he announced his intent to retire in May of this year at the January 18, 2022 meeting. He stated that he submitted his letter of resignation and retirement to formalize his decision to resign and retire from NMWD effective May 4, 2022. Mr. McIntyre thanked all staff, current and past. Additionally, he thanked the Board of Directors and former General Manager Chris DeGabriele for providing him the opportunity to join Team NMWD in 1998 and for their ongoing guidance and support throughout his tenure. Mr. McIntyre added retiring is bittersweet as he will miss his colleagues and he expressed good wishes to all.

President Petterle asked if there were any questions or comments from the Board.

Director Baker stated that to say Mr. McIntyre will be missed is an understatement. He asked Mr. McIntyre if he planned on staying in the area. Mr. McIntyre replied that he has no plans to move and will continue to be a customer of North Marin Water District. Director Baker expressed the District has been fortunate to have many great General Managers. He noted that Mr. Williams will have big shoes to fill, but he knows he can do it. Mr. McIntyre stated that he has the utmost confidence in him and knows he will continue to excel in his new role as General Manager. Director Grossi also expressed the Board was lucky to have Mr. McIntyre in the lead. Director Grossi added that he is happy Mr. McIntyre will be staying in the area as he is a great resource to tap into. Director Joly commended Mr. McIntyre for doing an exceptional job, noting he represents the very best of management and was an honor to work with. Director Fraites stated that Mr. McIntyre was a phenomenal General Manager that carried on a tradition of exceptional General Managers. He added Mr. McIntyre has an excellent reputation in the City of Novato and has spent many years with the Rotary, noting he has been flawless in his leadership. Director Petterle added Mr. McIntyre has a calming demeanor that was appreciated by all. Director Petterle agreed that Mr. Williams will do a great job filling in Mr. McIntyre's shoes.

President Petterle asked if the public had any comments or questions and there was no response.

WAC/TAC MEETING – FEBRUARY 7, 2022

Mr. McIntyre updated the Board on the Special WAC/TAC Meeting on February 7, 2022.

President Petterle asked if the Board had any comments or questions and there was no response.

President Petterle asked if the public had any comments or questions and there was no response.

MISCELLANEOUS

The Board received the following miscellaneous items: Disbursements – March 17, 2022, Disbursements – March 24, 2022, Disbursements – March 31, 2022, State Water Board Letter - Partnership and Regionalization Opportunities and Update - Polybutylene Pipe Population.

The Board received the following news articles: Marin IJ – Californians falling short of water savings targets – DROUGHT and Marin IJ – Marin studies new water sources.

Mr. McIntyre noted that the March 31st State Water Board Letter. He stated that the State Water Board is emphasizing consolidation and regionalization opportunities to help small disadvantaged water systems.

CLOSED SESSION

President Petterle adjourned the regular session at 7:31 p.m. and convened to closed session at 7:35 p.m. in accordance with Public Employee Appointment (§ 54957) Title: General Manager, Conference with Labor Negotiators (§ 54957.6) Unrepresented employee: General Manager.

OPEN SESSION AND REPORT OUT

The Board reconvened into open session at 7:51 p.m., President Petterle announced the Board had not taken any reportable action.

ADJOURNMENT

President Petterle adjourned the meeting at 7:51 p.m.

Submitted by

Theresa Kehoe
District Secretary

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**NORTH MARIN WATER DISTRICT
MINUTES OF SPECIAL MEETING
OF THE BOARD OF DIRECTORS
April 12, 2022**

CALL TO ORDER

President Petterle called the special meeting of the Board of Directors of North Marin Water District to order at 6:00 p.m. at the District headquarters. Present were Directors Jack Baker, Rick Fraites, James Grossi, Michael Joly, and Stephen Petterle. Also present were General Manager Drew McIntyre, AGM/Chief Engineer Tony Williams and professional recruiter, Heather Renschler with Ralph Anderson and Associates.

There were two interview candidates who attended the meeting.

OPEN TIME

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

CLOSED SESSION

President Petterle adjourned the Board into closed session at 6:02 p.m. in accordance with California Government Code Section 54957 for Public Employment, Title: Assistant General Manager/Chief Engineer.

OPEN SESSION

Upon returning to regular session at 8:52 p.m., President Petterle stated that during the closed session no reportable action had been taken.

ADJOURNMENT

President Petterle adjourned the meeting at 8:52 p.m.

Submitted by

Theresa Kehoe
District Secretary

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NORTH MARIN WATER DISTRICT
MONTHLY PROGRESS REPORT FOR March 2022
 April 19, 2022

1.

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

Month	FY21/22	FY20/21	FY19/20	FY18/19	FY17/18	22 vs 21 %
July	282.9	341.7	317.7	341.1	331.0	-17%
August	212.4	290.1	287.1	300.9	303.0	-27%
September	214.5	225.6	280.5	255.0	292.4	-5%
October	198.5	307.8	286.0	265.6	273.7	-36%
November	94.1	201.6	226.3	170.1	163.9	-53%
December	137.1	183.0	141.2	157.8	152.1	-25%
January	118.3	156.6	111.9	114.7	130.6	-24%
February	118.6	110.5	120.3	110.9	134.8	7%
March	130.3	124.1	151.8	138.8	130.2	5%
FYTD Total	1,506.8	1,940.8	1,922.7	1,854.8	1,911.6	-22%

*Excludes water backfed into Stafford Lake: FY22=12.82 MG

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

Month	FY21/22	FY20/21	FY19/20	FY18/19	FY17/18	22 vs 21 %
July	6.0	8.2	8.9	10.2	9.5	-26%
August	5.7	9.2	8.4	9.9	8.8	-38%
September	5.9	7.9	7.8	9.5	8.4	-26%
October	5.1	6.7	7.5	8.3	7.9	-25%
November	3.5	5.8	6.7	7.3	5.4	-39%
December	4.0	5.1	4.8	5.7	5.1	-21%
January	3.8	4.2	4.1	5.0	4.5	-11%
February	3.8	3.8	4.4	3.5	4.5	1%
March	4.1	5.1	5.2	4.4	5.1	-21%
FYTD Total	41.9	56.0	57.8	63.8	59.2	-25%

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

Month	FY21/22	FY20/21	FY19/20	FY18/19	FY17/18	22 vs 21 %
July	67.0	105.8	68.2	78.6	112.6	-37%
August	31.3	81.1	103.8	79.3	81.5	-61%
September	41.7	16.1	115.0	60.5	122.7	159%
October	28.2	7.7	103.4	74.5	102.3	266%
November	0.0	0.6	102.8	0.0	53.6	-100%
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	0.0	19.2	0.0	-
FYTD Total	168.1	211.3	493.0	312.1	472.6	-20%

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

Month	FY21/22	FY20/21	FY19/20	FY18/19	FY17/18	22 vs 21 %
July	42.9	39.0	36.5	30.2	27.7	10%
August	41.4	43.2	33.3	30.6	26.1	-4%
September	39.6	29.5	29.7	33.5	25.0	35%
October	18.3	22.8	26.6	20.1	19.1	-20%
November	0.8	10.9	10.8	12.7	2.5	-92%
December	0.3	0.2	0.5	1.5	0.8	50%
January	0.8	0.3	0.6	0.9	1.0	150%
February	1.3	0.5	0.6	0.3	3.3	147%
March	14.4	11.4	11.7	0.4	1.7	26%
FYTD Total*	159.8	157.8	150.4	130.2	107.2	1%

*Excludes potable water input to the RW system: FY22=8.5 MG; FY21=24.7 MG; FY20=16.7; FY19=20.0 MG; FY18=15.8 MG

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2. Stafford Lake Data

	March Average	March 2022	March 2021
Rainfall this month	3.48 Inches	0.64 Inches	1.69 Inches
Rainfall this FY to date	24.13 Inches	16.90 Inches	8.56 Inches
Lake elevation*	193.3 Feet	191.5 Feet	183.6 Feet
Lake storage**	1199 MG	1077 MG	623 MG

* Spillway elevation is 196.0 feet

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

Temperature (in degrees)

	Minimum	Maximum	Average
March 2022 (Novato)	31	88	57
March 2021 (Novato)	43	73	58

3. Number of Services

March 31	Novato Water			Recycled Water			West Marin Water			Oceana Marin Swr		
	FY22	FY21	Incr %	FY22	FY21	Incr %	FY22	FY21	Incr %	FY22	FY21	Incr %
Total meters installed	20,835	20,795	0.2%	100	98	2.0%	799	792	0.9%	-	-	-
Total meters active	20,677	20,589	0.4%	96	94	2.1%	789	784	0.6%	-	-	-
Active dwelling units	24,099	24,089	0.0%	-	-	-	837	834	0.4%	235	235	0.0%

4. Oceana Marin Monthly Status Report (January)

Description	March 2022	March 2021
Effluent Flow Volume (MG)	0.416	0.551
Irrigation Field Discharge (MG)	0.784	0.805
Treatment Pond Freeboard (ft)	6.7	6.4
Storage Pond Freeboard (ft)	8.0	9.4

5. Developer Projects Status Report (March)

Job No.	Project	% Complete	% This month
1.2836.00	Residence Inn	10	0
1.2856.00	Redwood Credit Union	95	15
1.2850.00	59 Bridge Road	95	75
1.2858.00	North Bay Children's Center	10	5
1.2859.00	Station House Café	10	10
1.2855.00	NSD Ignacio Plant	10	10

District Projects Status Report - Const. Dept. (March)

Job No.	Project	% Complete	% This month
1.1798.00	Replace Valves on Center Road	10	5
2.6609.20	Gallagher Well No. 2	15	5

Employee Hours to Date, FY 22/21

As of Pay Period Ending March 31, 2022

Percent of Fiscal Year Passed = 75%

Developer Projects	Actual	Budget	% YTD Budget	District Projects	Actual	Budget	% YTD Budget
Construction	1,236	1,400	88%	Construction	1,674	3,988	42%
Engineering	1,498	2,290	65%	Engineering	1,879	4,323	43%

6. Safety/Liability

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Industrial Injury with Lost Time				Liability Claims Paid	
Lost Days	OH Cost of Lost Days (\$)	No. of Emp. Involved	No. of Incidents	Incurred (FYTD)	Paid (FYTD) (\$)
65	\$16,086	3	3	0	\$0
23	\$10,120	3	3	2	\$11,092

FY 22 through Mar

FY 21 through Mar

Days since lost time accident through March 31, 2022

3 Days

7. Energy Cost

FYE	kWh	March		Fiscal Year-to-Date thru March		
		¢/kWh	Cost/Day	kWh	¢/kWh	Cost/Day
2022 Stafford TP	60,347	22.2¢	\$433	386,813	22.0¢	\$310
Pumping	90,477	28.0¢	\$873	942,641	27.7¢	\$958
Other ¹	37,272	32.6¢	\$419	373,133	31.2¢	\$427
	188,096	27.0¢	\$1,724	1,702,588	27.2¢	\$1,695
2021 Stafford TP	25,873	26.3¢	\$219	370,862	21.6¢	\$293
Pumping	198,039	26.0¢	\$1,778	1,286,611	25.3¢	\$1,195
Other ¹	43,619	26.0¢	\$391	446,667	26.8¢	\$438
	267,531	26.1¢	\$2,388	2,104,140	25.0¢	\$1,926
2020 Stafford TP	23,977	17.9¢	\$138	574,678	20.4¢	\$428
Pumping	88,608	23.0¢	\$702	1,077,271	23.4¢	\$912
Other ¹	52,057	21.4¢	\$384	432,251	25.1¢	\$393
	164,642	21.7¢	\$1,224	2,084,200	22.9¢	\$1,733

¹Other includes West Marin Facilities

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8. Water Conservation Update

	Month of March 2022	Fiscal Year to Date	Program Total to Date
High Efficiency Toilet (HET) Rebates	10	99	4,374
Retrofit Certificates Filed	7	105	6,937
Cash for Grass Rebates	4	57	1,005
Washing Machine Rebates	2	29	6,859
Water Smart Home Survey	2	7	3,906

9. Utility Performance Metric

SERVICE DISRUPTIONS (No. of Customers Impacted)	March 2022	March 2021	Fiscal Year to Date 2022	Fiscal Year to Date 2021
PLANNED				
Duration Between 0.5 and 4 hours	1	11	71	89
Duration Between 4 and 12 hours			17	
Duration Greater than 12 hours				
UNPLANNED				
Duration Between 0.5 and 4 hours	4*	2	17	35
Duration Between 4 and 12 hours				29
Duration Greater than 12 hours				1
SERVICE LINES REPLACED				
Polybutylene	1	3	34	62
Copper Replaced or Repaired)	0	8	16	12

*2" Main on Christopher Ct – 4 unplanned

10. Summary of COVID-19 Costs and Water Bill Delinquency Impacts - to Date

	<u>Total</u>
Increase in on-call Labor Costs	\$ 136,900
Payroll Accounts Receivable Collection Costs	\$ 15,000
Time off to Employees for COVID related reasons* -	\$ 78,900
Vendor Expenses - Including Legal Fees	\$ 45,900
Total Covid-19 Costs to Date	<u>\$ 276,700</u>

* Families First Coronavirus Response Act (FFCRA) & CA Supplemental Paid Sick Leave (SPSL)
Allows employees to take time off for COVID medical reasons including vaccination.

Water Bill Delinquency Impacts

	<u>2 Years Ago 03/2020</u>	<u>Last Year 03/2021</u>	<u>This Year 03/2022</u>
Customer Accounts Past Due (count)	3.6%	3.7%	2.3%
Delinquent Balances % Due on Account	9.0%	10.6%	6.2%
Delinquent Balances \$ Due on Account*	\$ 92,000	\$ 129,000	\$ 59,376

* High balance on record of \$159K in 12/2021.

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NORTH MARIN WATER DISTRICT

Summary of Complaints & Service Orders March 2022

Tag Breakdown:

Total: 313 Consumer: 87 Office: 226

<u>Type</u>	<u>Mar-22</u>	<u>Mar-21</u>	<u>Added Notes</u>
<u>Billing</u>			
High Bill	2	0	
Low Bill	1	0	
Total	3	0	
<u>Meter Replacement</u>	21	12	
Total	21	12	
<u>Need Read</u>	6	0	
Total	6	0	
<u>No-Water</u>	4	0	
Total	4	0	
<u>Leak</u>			
Consumer	231	101	
District	7	11	
Total	238	112	
<u>Noisy Pipes</u>	1	0	
Total	1	0	
<u>Check Pressure</u>	0	2	
Total	0	2	
<u>Turn Off / On</u>	30	13	
Total	30	13	
<u>Other</u>	10	6	
Total	10	6	
TOTAL FOR MONTH:	313	145	116%

Fiscal YTD Summary

Billing	9	40	-78% Decrease in Billing
Meter Replacement	75	61	23% Increase in Meter Replacements
Need Read	19	0	100% Increase in Reads
No-Water	12	0	100% Increase in No-Water
Leak	1,143	776	47% Increase in Leaks
Water Quality	2	1	100% Increase in Water Quality
Noisy Pipes	1	0	0% No Change.
Pressure	10	5	100% Increase in Water Pressure
Turn Off / On	149	141	6% Increase in Water On/Off
Other	44	40	10% Decrease in Misc. Tags
Total	1,464	1,064	38% Increase overall

Bill Adjustments Under Board Policy:

March 22 vs. March 21

Mar-22	23	\$12,729
Mar-21	14	\$8,460

Fiscal Year vs Prior FY

FY 21/22	141	\$57,507
FY 20/21	175	\$76,905

Customer Service Questionnaire Quarterly Report

Quarter Ending : 03/31/22



NMWD

	Response		
	Agree	Neutral	Disagree
Water Quality			
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
Leak			
Courteous & Helpful	57	2	0
Accurate Information	55	3	1
Prompt Service	59	0	0
Satisfactorily Resolved	53	4	2
Overall Experience	54	5	0
	278	14	3

	Agree	Neutral	Disagree
Billing			
Courteous & Helpful	1	0	0
Accurate Information	1	0	0
Prompt Service	1	0	0
Satisfactorily Resolved	1	0	0
Overall Experience	1	0	0
	5	0	0

	Agree	Neutral	Disagree
Pressure			
Courteous & Helpful	5	0	0
Accurate Information	5	0	0
Prompt Service	5	0	0
Satisfactorily Resolved	5	0	0
Overall Experience	5	0	0
	25	0	0

	Agree	Neutral	Disagree
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
Other			
Courteous & Helpful	14	0	0
Accurate Information	13	1	0
Prompt Service	14	0	0
Satisfactorily Resolved	12	1	1
Overall Experience	14	0	0
	67	2	1

Grand Total

	Agree	Neutral	Disagree
	375	16	4
	95%	4%	1%

Questionnaires Sent Out	136	100%
Questionnaires Returned	83	61%

Customer Service Questionnaire Quarterly Report

Quarter Ending :03/31/22

Customer Comments

Staff Response to Negative Comments

Issues NMWD Should Address in The Future

Pressure		
Arrived quickly & solved my problem. Referred to plumber.		
Staff was friendly and knowledgeable		No issues at this time
Jeff was awesome when he came out in the early morning hours on Jan 30th. He helped to figure out what the problem is. He is a very hard worker.		
Problem solved, well done. Staff very professional and thorough		
BILLING		
Very Courteous & prompt attention to resolve the matter.		
LEAK		
Rich Roberto couldn't be more Helpful & Competent. He was a pleasure to work with!		
Rich is very friendly & professional. He is excellent at his job!		
Water District Staff was great. Receptionist referred my call to water inspector. He came out promptly and checked for leaks. All staff involved were extremely helpful		
The Person who came was prompt, knowledgeable, polite, and knew just what to do.		
Ended up that the Novato Sanitary District diagnosed the problem. It had to do with back up mainline.		Not at this time, thanks.
I am a senior citizen and the two gentlemen were so helpful for me.		
Rich was prompt, professional, and accessible for follow up. Thanks! We're on our way to solving the issue.		
Darrell was very helpful, excellent customer service. Thank you Darrell!		
Service was excellent, professional, friendly, and supportive.		
He said we have a leak but could not identify where it was coming from		
Thank you for coming out on game day.		
Darrell was knowledgeable, friendly, courteous and very customer service oriented		
The leak was found in a toilet and fixed by Benjamin franklin plumbing		
The tech was very helpful and informative, He located the problem quickly. He also gave advise on correcting the problem.		
No one contacted met at the time of service but the leak was in the utility box at the curb - not on my property		
Darrell was courteous, helpful & friendly! I would also like to mention the friendly service when I called the office. Thank you!		
The staff was helpful and prompt.	Copy given to Jenny to follow up with dept.	This is the second time we've been told that NMWD needs to replace equipment at the street. Can we schedule this so we wont have this issue in the future? Thank you!
The leak was identified by NMWD but not the source. The leak has yet to be identified so it is aggravating.		
Great communication, great response (very quick), and I really appreciate the effort!		
Rich Roberto was a big help with suggestions and fixes on our water leak.		
Great Staff. No surprise. Service was much appreciated		
Very courteous, friendly, and knowledgeable. Thank you!		
Glad he was there to help identify the problem. Thank you.		
Both Jenny and Rebecca have been helpful on the phone and in the office.		
Very Impressed by the prompt service and all employees that have helped us.		
Employee was courteous and knowledgeable.		
My next step is to call a plumber or leak detection company.		

Customer Service Questionnaire Quarterly Report

Quarter Ending :03/31/22

Customer Comments	Staff Response to Negative Comments	Issues NMWD Should Address in The Future
The problem has to be fixed by a plumber!		
This was a long time ago - maybe last summer - I think the guy who came out was Chris - He was great.		
My Contractor hit the service line between the meter and the house while digging a post hole. Your staff responded quickly, getting the water shut off with clear instructions for the repair. He then followed up to be sure water service was restored.		
The Gal that I spoke to over the phone was efficient & nice. Fast repair too, Thank you!		Lower fees
Great attentive service for a broken shut off valve Thank you. I love the hand written address on the questionnaire!		
Your Staff and water crew are very competent and courteous. Thank you NMWD.		
A+ all around. Very, very helpful.		
Knowledge/ friendly		
Always liked NMWD. Thanks for plugging the leak!		
I liked Travis. He was cheerful, prompt, polite, cooperative and did his chore thoughtfully.		You could be more helpful with leak detection
Darrell was great. He went above and beyond to help us figure out where our leak could be and he found it. He was very service oriented and friendly!		
We had a big leak from a broken pipe and couldn't find out shut off. NMWD found it right away and turned off the water.		
Thank you for the good service!		
OTHER		
AMI "opt out" should be offered to customers when requested. Thank you!		
Came out as scheduled - explained that nmw should come out to shut off water each time its needed.		
Darrell is awesome!		
Looking forward to doing business with you.		
Street shut-off valve now broken (by NMWD). The water to my house cannot be shutoff at the street.	Copy of tag/ questionnaire given to Tony A. for follow up. *Shut off replaced 02/22/22 per Tony A.	I wasn't told if/ when my street shut-off valve would be repaired
Robert and Pete really went above and beyond with their service. I cant thank you guys enough. They came out same day to pull out our water meter so I could replace the main shut off at our house. They were prompt, friendly, and clearly skilled pros. Thank you, John.		
I loved speaking with your chemist about water quality.		Our water is too hard and too chlorinated.
I appreciate the prompt and courteous service given by field service rep Travis Lawrence.		
NMWD staff was very prompt and courteous and helpful!		
Pleasant, quick and efficient! The receptionist was very friendly and efficient, nice first contact!		

MEMORANDUM

To: Board of Directors

April 15, 2022

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

Subj: Auditor-Controller's Monthly Report of Investments for March 2022
t:\ac\word\invest\22\investment report 0322.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 \$25,417,476 and a market value of \$25,362,295. During March the cash balance decreased by \$229,357. The market value of securities held decreased \$55,181 during the month. The total unrestricted cash balance at month end was \$4,714,250 and 98.8% of the Designated Cash Reserves are funded.

At March 31, 2022, 85% of the District's Portfolio was invested in California's Local Agency Investment Fund (LAIF), 10% in Time Certificates of Deposit, 4% in the Marin County Treasury, and 1% retained locally for operating purposes. The weighted average maturity of the portfolio was 41 days, compared to 37 days at the end of February. The LAIF interest rate for the month was 0.37%, compared to 0.28% the previous month. The weighted average Portfolio rate was 0.41%, compared to 0.33% for the prior month.

Investment Transactions for the month of March are listed below:

3/7/2022	Wells Fargo Natl Bank	US Bank	\$248,334.97	TCD Matured
3/10/2022	US Bank	LAIF	\$400,000.00	Trsf to LAIF account
3/15/2022	US Bank	Greenstate Credit Union	\$249,000.00	Purchase 1.60% TCD due 3/15/24
3/16/2022	LAIF	US Bank	\$350,000.00	Trsf from LAIF account
3/24/2022	LAIF	US Bank	\$350,000.00	Trsf from LAIF account

**NORTH MARIN WATER DISTRICT
AUDITOR-CONTROLLER'S MONTHLY REPORT OF INVESTMENTS
March 31, 2022**

Type	Description	S&P Rating	Purchase Date	Maturity Date	Cost Basis ¹	3/31/2022 Market Value	Yield ²	% of Portfolio
LAIF	State of CA Treasury	AA-	Various	Open	\$21,547,776	\$21,492,594	0.37% ³	85%
Time Certificate of Deposit								
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%
TCD	Sallie Mae Bank	n/a	8/18/21	8/18/23	249,000	249,000	0.35%	1%
TCD	UBS Bank	n/a	9/9/21	9/11/23	249,000	249,000	0.35%	1%
TCD	BMW Bank	n/a	8/20/21	2/20/24	249,000	249,000	0.45%	1%
TCD	Goldman Sachs Bank	n/a	1/19/22	1/19/24	249,000	249,000	0.75%	1%
TCD	Ally Bank	n/a	2/24/22	2/23/24	248,000	248,000	1.30%	1%
TCD	Greenstate Credit Union	n/a	3/15/22	3/15/24	249,000	249,000	1.60%	1%
					\$2,486,000	\$2,486,000	0.87%	10%
Other								
Agency	Marin Co Treasury	AAA	Various	Open	\$1,045,312	\$1,045,312	0.22%	4%
Other	Various	n/a	Various	Open	338,389	338,389	0.41%	1%
TOTAL IN PORTFOLIO					\$25,417,476	\$25,362,295	0.41%	100%

Weighted Average Maturity = **41 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 March 31, 2022

Interest Bearing Loans	Loan Date	Maturity Date	Original Loan Amount	Principal Outstanding	Interest Rate
Marin Country Club Loan	1/1/18	11/1/47	\$1,265,295	\$1,105,113	1.00%
Marin Municipal Water - AEEP	7/1/14	7/1/32	\$3,600,000	\$1,930,238	2.71%
Employee Housing Loans (2)	Various	Various	525,000	525,000	Contingent
TOTAL INTEREST BEARING LOANS			\$5,390,295	\$3,560,351	

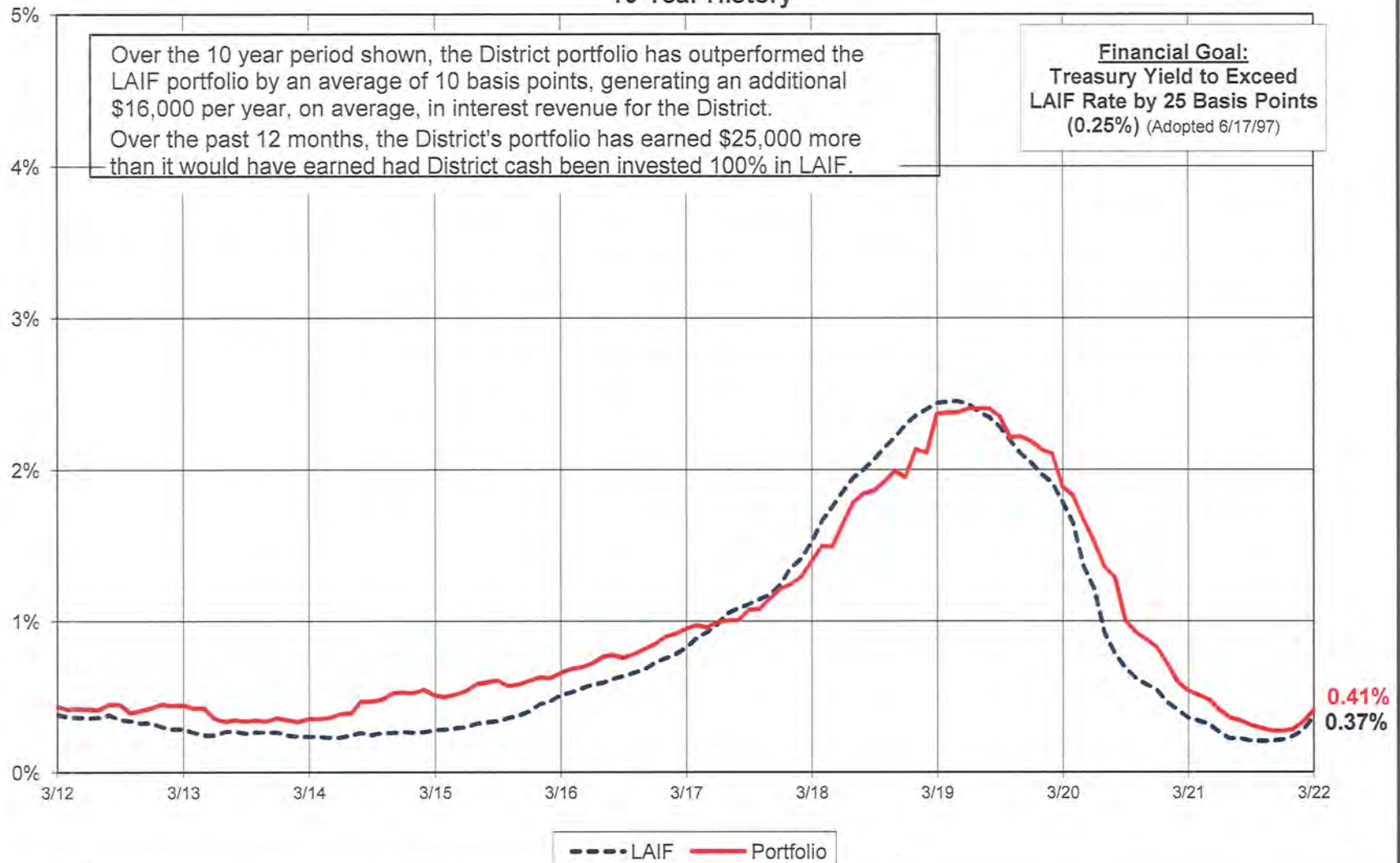
The District has the ability to meet the next six months of cash flow requirements.

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4/15/2022

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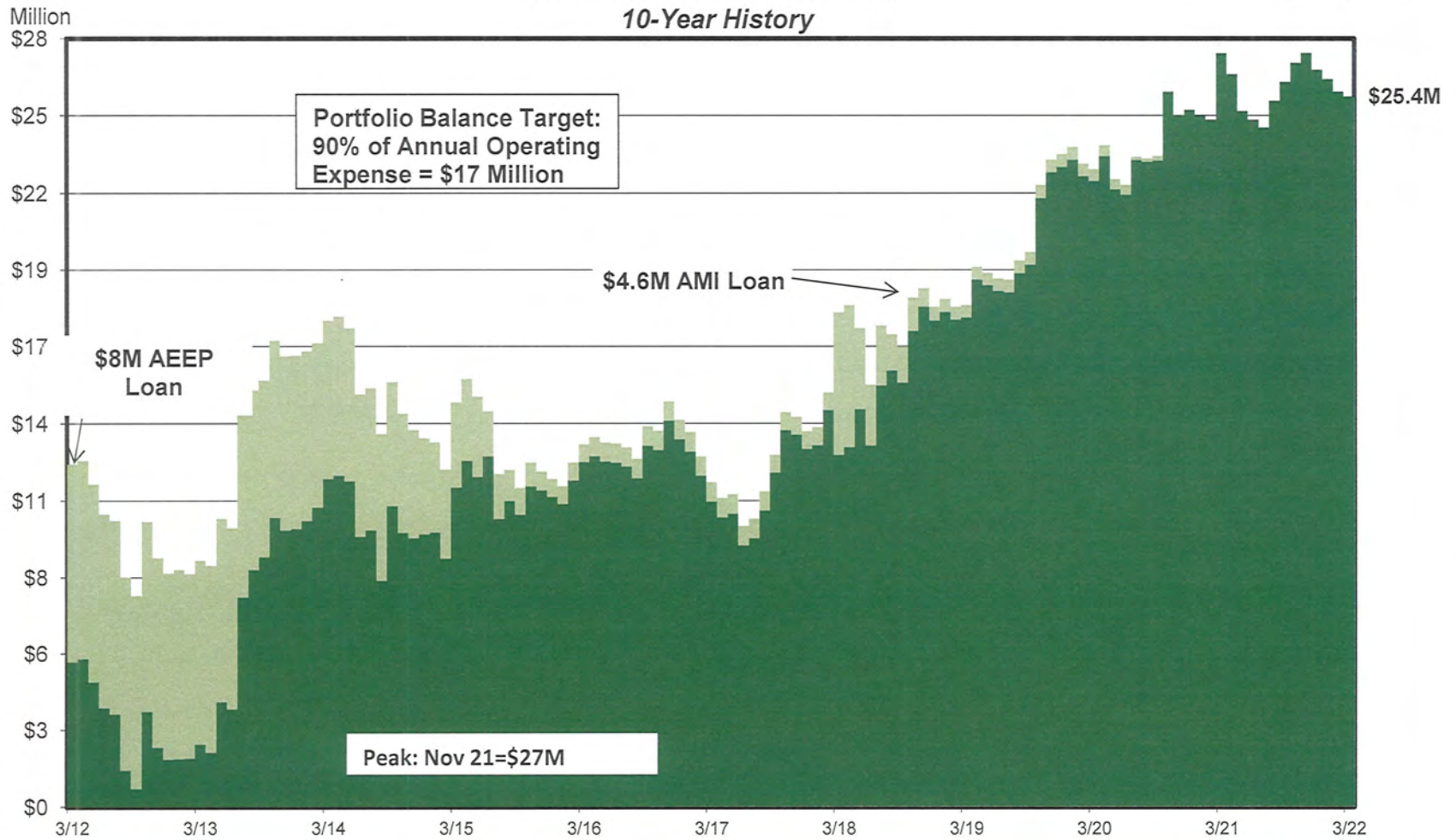
NMWD Portfolio Rate of Return State of CA Local Agency Investment Fund vs District Portfolio 10-Year History



4/15/2022

NMWD Portfolio Balance 10-Year History

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7

MEMORANDUM

To: Board of Directors Date: April 15, 2022

From: Tony Williams, Assistant GM/Chief Engineer 

Subject: NMWD Administration and Laboratory Upgrade Project – Architectural and Construction Management Services

R:\Folders by Job No\6000 jobs\6501.44 NMWD Office_Yard Bldg Renovation\BOD Memos\April 19 2022\6501.44 Amend Arch_CM BOD memo.doc

RECOMMENDED ACTION: Board authorize:

1. General Manager to amend the Agreement with Noll & Tam Architects
2. General Manager to amend the Agreement between Consolidated CM

FINANCIAL IMPACT: \$95,164 (included in FY22 CIP Budget)

The purpose of this memo is to request a first amendment to the Consulting Services Agreement with Noll & Tam Architects (N&T); as well as a first amendment to the Consulting Services Agreement with Consolidated CM (CCM) for continued services for the District's Administration and Laboratory Upgrade project (J-1.6501.44). The Board approved the agreement with N&T at the November 17, 2020 Board meeting for design of the project, and the original agreement with CCM at the May 18, 2021 Board meeting. Amendments were anticipated for both agreements as the project moved from the final design phase into the bidding/award and construction phases.

The Board authorized advertisement of the project for construction at the February 15, 2022 Board meeting. The project was advertised on March 14, 2022 and a mandatory pre-bid meeting was held on March 31, 2022. A total of fourteen (14) general contractors attended the mandatory meeting. The bid opening is scheduled for April 19, 2022 and assuming a responsible low bidder is identified, staff will request the project construction award at the May 3, 2022 Board meeting. In order to maintain the current level of support during the bid and award phase of the project leading to the planned construction award and post-award tasks, amendments are needed for both N&T and CCM agreements.

N&T has provided a proposal for a not to exceed cost of \$47,738; and CCM has provided a proposal for a not to exceed cost of \$47,426, both of which will allow for the continued consulting services through late May 2022 as the construction phase of the project is determined.

RECOMMENDATION


Board authorize General Manager to amend the agreement with Noll & Tam Architects and the agreement with Consolidated CM for the Administration and Laboratory Upgrade Project in the amounts of \$47,738 and \$47,726, respectively.

Approved by GM 

Date 4/15/22

8

MEMORANDUM

To: Board of Directors
From: Tony Williams, Assistant General Manager / Chief Engineer 
Subject: Quitclaim Portion of Existing 10-Foot Width Water Line Easement
APN 157-332-16 & 19

April 15, 2022

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RECOMMENDED ACTION: That the Board approve the quitclaim of the District's existing 10-foot wide easement on APNs 157-332-16 and 157-332-19 in exchange for a new easement and authorize the General Manager to execute a Quitclaim Deed for this purpose.


FINANCIAL IMPACT: None

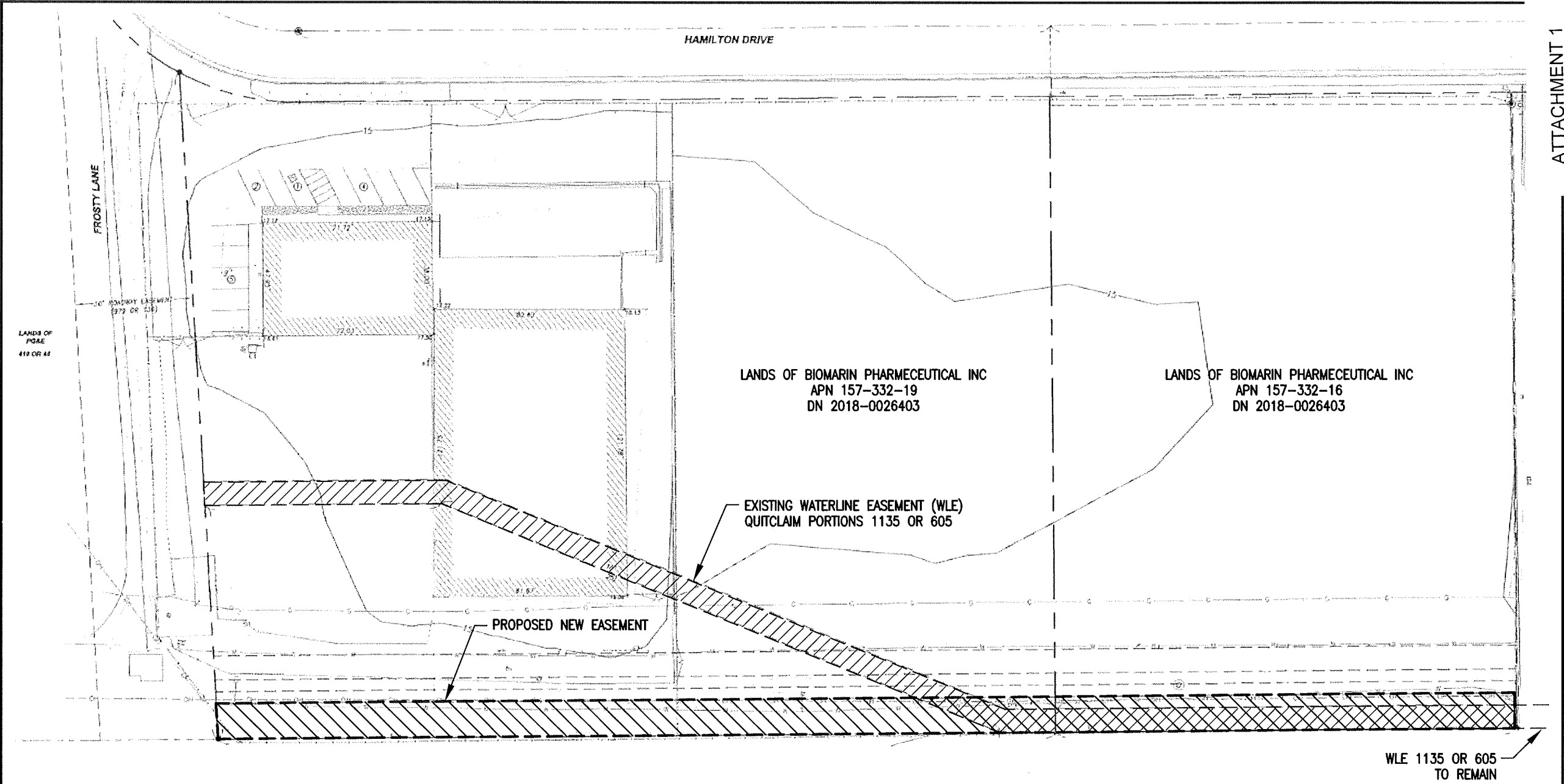
In 1957, a 12-inch cast iron water main was installed paralleling the railroad tracks on private property commonly known as Frosty Acres located on Hamilton Drive in the Bel Marin Keys area (recently occupied by Marin Hydroponics). The property owners, BioMarin Pharmaceutical (BioMarin), plan to develop APN 157-332-16 & 19 parcels. BioMarin's engineer, CSW/Stuber-Stroeh Engineers, discovered a portion of the water line easement was incorrectly described for the parcels and prepared a new easement 15-feet in width in the correct location in exchange for District 10-foot width existing easement 1135 OR 605. Figure 1 (Attachment 1) shows the locations of the existing and proposed easements on the subject parcels.

In order to properly document the removal of the existing easement from the parcels, the District must record a quitclaim deed. A Resolution and the associated quitclaim deed are provided in Attachment 2. The quitclaim documents for this circumstance were reviewed by the District's on-call licensed surveyor as well as legal counsel.

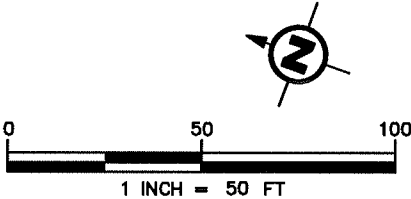
RECOMMENDATION

That the Board approve the quitclaim of the District's existing 10-foot wide easement on APNs 157-332-16 and 157-332-19 in exchange for a new easement and authorize the General Manager to execute Quitclaim Deed for this purpose.

Approved by GM Date 4/15/22



ABBREVIATIONS:
APN ASSESSOR PARCEL NUMBER
RDN RECORDERS DOCUMENT NUMBER
POB POINT OF BEGINNING



NORTH MARIN WATER DISTRICT EASEMENT MAP			FROSTY ACRES QUITCLAIM		FIGURE 1 EXHIBIT "A"	
DRWN	CHK	DATE	SCALE	FAC MAP	SERVICE AREA 1	JOB NO Frosty Acres
SD	JK	3/10/22	1" = 50'	J-22		
APN: 157-332-19, -16			SHEET NO: 1 OF 1 SHEETS			

RESOLUTION NO. 22-xx
AUTHORIZATION OF EXECUTION OF QUITCLAIM DEED TO
BIOMARIN PHARMACEUTICAL INC, A DELAWARE CORPORATION

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 Quitclaim Deed for APNs 157-332-16 and 157-332-19 providing for the release of a portion of a pipeline easement which is not required for District purposes.

* * *

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 this 15th day of April 2022, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINED:

Theresa Kehoe, Secretary
North Marin Water District

(SEAL)

Recording requested by:

NORTH MARIN WATER DISTRICT

When Recorded Mail To:

North Marin Water District
P. O. Box 146
Novato, CA 94948-0146

No recording fee pursuant to Government Code 27383
Documentary Transfer Tax \$0.00 (value less than \$100)

A.P.N. 157-332-16
A.P.N. 157-332-19

J-97

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for Recorder's use

FOR BENEFIT OF THE DISTRICT

QUITCLAIM DEED

FOR A VALUABLE CONSIDERATION, receipt of which is hereby acknowledged,

NORTH MARIN WATER DISTRICT, A Public Corporation organized and existing under the County Water District Law of the State of California, does hereby remise, release, abandon, and forever quitclaim that portion within APNs 157-332-16 and 157-332-19 only to BioMarin Pharmaceutical., a Delaware corporation, all of said District's right, title, and interest in that certain water line easement conveyed to North Marin County Water District by Grant of Easement recorded August 21, 1967 in Book 1135 of Official Records at page 605, Marin County Records, in trade for an easement in correct location. The easement being quitclaimed is shown on Exhibit A attached hereto.

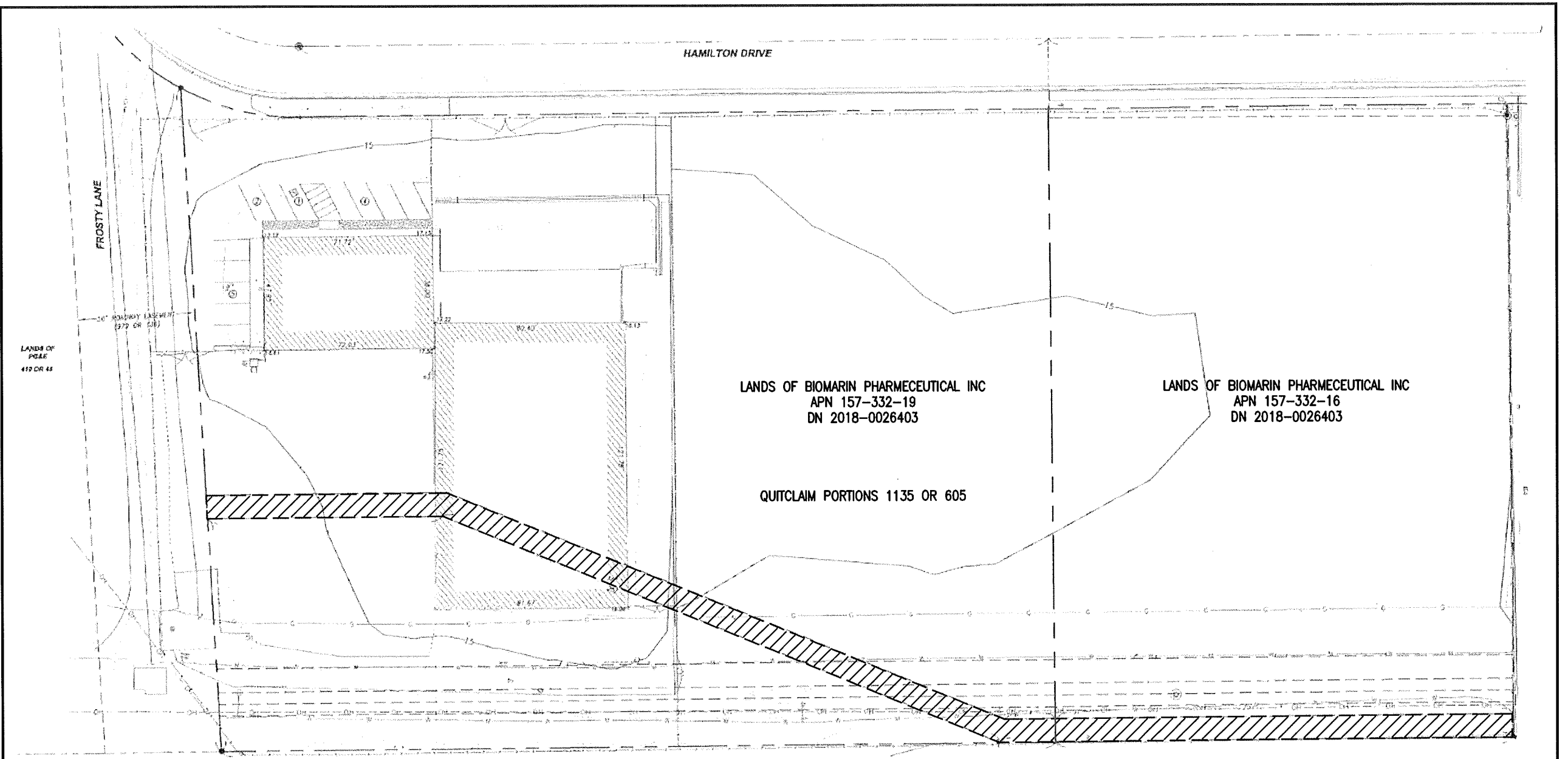
NORTH MARIN WATER DISTRICT

Date: _____

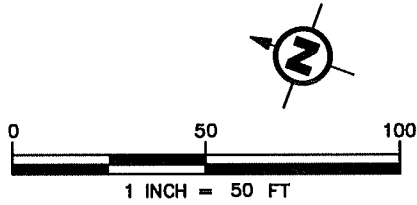
Drew McIntyre, General Manager

(attach notary acknowledgement)

Mar 11, 2022 - 9:08am W:\JOB\EASEMENT\Frosty Acres\ESMT EXH A_Quitclaim.dwg User: SDOVE



ABBREVIATIONS:
APN ASSESSOR PARCEL NUMBER
RDN RECORDERS DOCUMENT NUMBER
POB POINT OF BEGINNING



NORTH MARIN WATER DISTRICT EASEMENT MAP			FROSTY ACRES QUITCLAIM		EXHIBIT "A"	
DRWN	CHK	DATE	SCALE	FAC MAP	SERVICE AREA 1	JOB NO Frosty Acres
SD	JK	3/10/22	1" = 50'	J-22		
APN: 157-332-19, -16			SHEET NO: 1 OF 1 SHEETS			

9

MEMORANDUM

To: Board of Directors
From: Julie Blue, Auditor-Controller *JB*
Subj: Rate Increase Letter to Novato Water & Recycled Water Customers
t:\ac\budget\fy-2022.23\rate increase & prop 218\novato prop 218 letter fy 22.23 board memo.docx

April 15, 2022

RECOMMENDED ACTION: Approve Letter to Customers**FINANCIAL IMPACT:** \$10,000 Expense

Section 6 of Article XIID of the California Constitution, a provision added with the passage of Proposition 218 in 1996 (Prop 218), requires that customers be notified of proposed restructuring or increases in rates or charges not less than 45 days prior to the public hearing where the Board considers adoption of the proposed restructuring and/or increases. The public hearing is scheduled for Tuesday, June 21, 2022 at 6:00 PM. Due to ongoing COVID-19 related restrictions the public hearing is scheduled to be conducted virtually via Zoom. If conditions change, a physical location for an in-person public hearing will be provided on the District website at www.nmwd.com. The June 21 hearing date requires that the letters be mailed by May 6, 2022. Postage and printing costs for approximately 20,500 active customers is estimated at \$10,000.

The proposed commodity and bimonthly service charge rate increase for Novato Water customers is 6%. The median single-family residential customer will see a \$4.50 per month increase (\$9.00 bimonthly) on their typical bill. The Annual Cost Calculator on the District's website allows each customer to see the impact of the proposed increase on their annual water cost based upon their water use over the past 12 months. As shown in the Novato Water Rate Comparison (Attachment 1), the cost of water is at the midpoint of the 16 agencies surveyed.

The proposed commodity and bimonthly service charge rate increase for Recycled Water customers is 6%. This rate increase aligns with the board approved 2020 Novato and Recycled Water Rate Study and the recently board reviewed five-year financial forecasts.

The proposed restructured drought surcharges are implemented only when the Board declares a Stage 2 (currently in effect) through Stage 6 water shortage as defined by Novato Water's Water Shortage Contingency Plan. The temporary drought surcharges would be applied to the water usage rates (but not the fixed monthly service charges), and the amount of the surcharge would vary with the amount of required water use reductions. The temporary drought surcharges are expressed as a percentage of the then-current water usage rate.

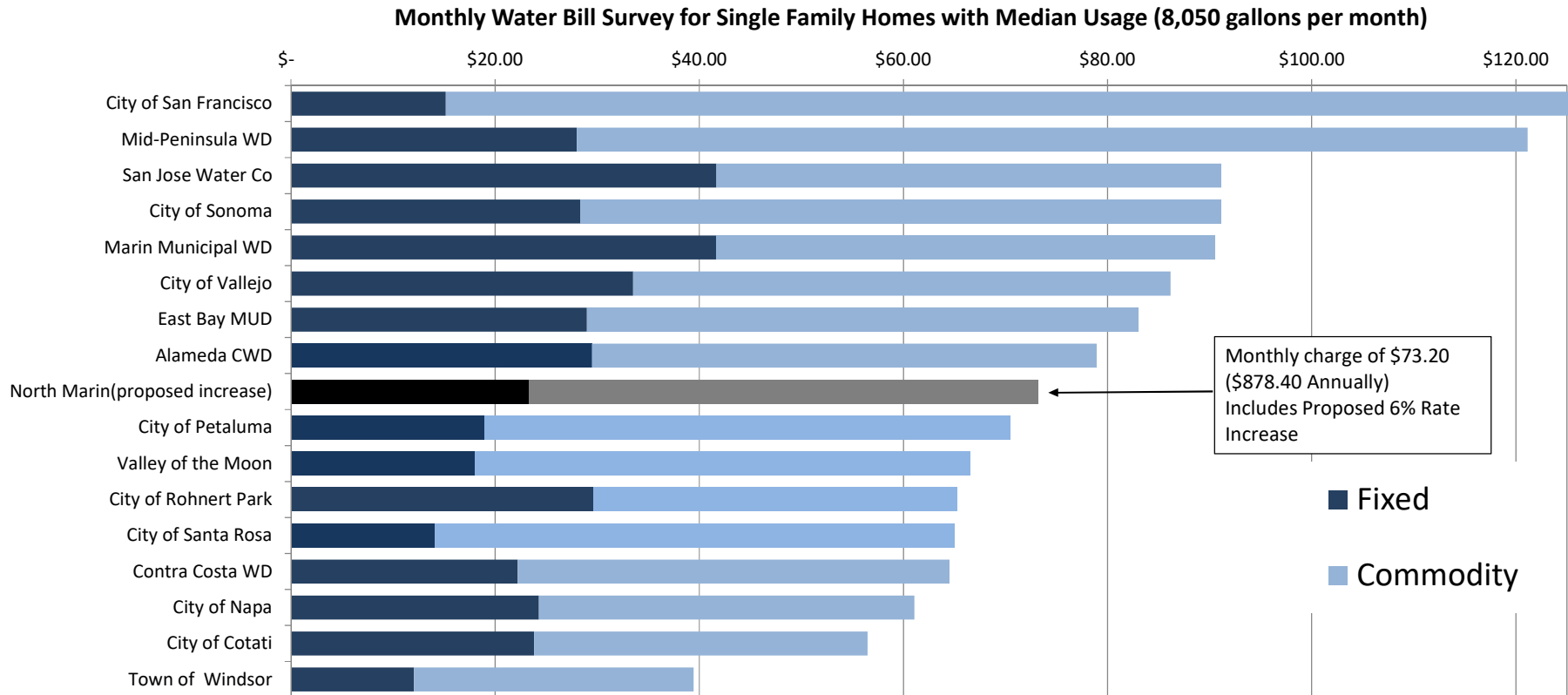
Attachment 2 is a draft of the proposed letter for Board review and comment, which legal counsel has reviewed to assure compliance with Prop 218. The final page of the notice references Tony Williams as the General Manager (GM) as he is scheduled to be appointed GM prior to mailing the notices.

RECOMMENDATION:

Approve mailing notifying customers of a proposed rate increase and upcoming public hearing.

NOVATO WATER RATE COMPARISON

ATTACHMENT 1





**NORTH MARIN
WATER DISTRICT**

NOTICE OF PUBLIC HEARING

REGARDING PROPOSED RATE INCREASES AND RESTRUCTURED DROUGHT SURCHARGES

For the Novato Service Area

This Notice provides information about proposed increases to North Marin Water District's water rates and charges for the Novato Service Area and restructured drought surcharges. The Board of Directors will hold a public hearing at which public comments will be considered and written protests will be counted before the Board votes on the proposed increases.

HEARING DATE: Tuesday, June 21, 2022

TIME: 6:00 p.m.

VIRTUAL LOCATION*: Zoom Meeting

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

Meeting ID: 821 9197 1947 Password: 466521

The District proposes increasing revenue for fiscal year 2022-2023. If approved at the public hearing on June 21, 2022, the new rates and rate structure changes will go into effect on July 1, 2022.

**Due to ongoing COVID-19 related risks to public health and safety, the public hearing is scheduled to be conducted via Zoom utilizing the link above. If conditions change, information on a physical location for an in-person public hearing will be provided on the District website at www.nmwd.com.*

REASONS FOR THE PROPOSED RATE INCREASE

The key reasons that a 6% rate increase is needed are described below.

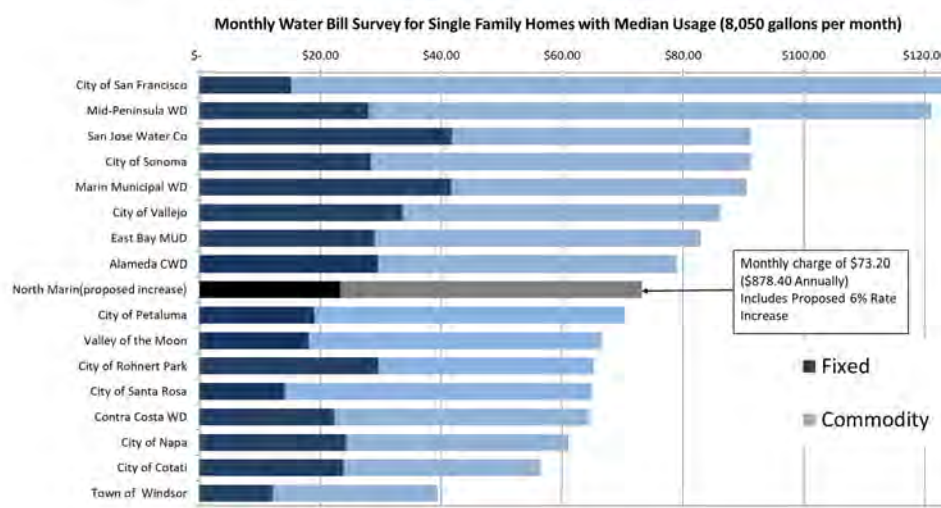
Increased investment in water facilities. The District must continue to invest in facility upgrades and replacements with an approximate cost of \$4 million per year. This will help address the need to properly maintain the District's \$132 million system of pipelines, pumps, reservoirs, treatment plants, valves, hydrants, laboratory, monitoring systems, and more.

Rising costs to purchase imported water. The District typically imports 75% of its water from Sonoma County Water Agency. The cost of purchasing imported water accounts for 30% of the budget and the wholesale water supplier has forecast that the costs will continue to increase by 6% every year.

Impact of inflation on all costs. The proposed revenue increase is designed to meet all the costs of providing water service. This includes purchasing, treating, and delivering safe, high-quality, reliable water to your home or business without fail, every day and around the clock.

RATE COMPARISON

Our rates are the lowest in Marin County and at the median for water agencies around the Bay Area region.



Details of Proposed Rate Increases

Proposed 6% rate increase.

Novato Water - North Marin Water District is proposing a 6% rate increase to cover the increasing costs of providing quality potable water service to our Novato Water service area customers.

Recycled Water - A 6% rate increase is proposed for the Recycled Water System.

The typical residential customer (approximately 56% of all customers) will pay about \$4.50 more per month if the changes are approved (\$9.00 on the bi-monthly bill).

PROPOSED BI-MONTHLY FIXED SERVICE CHARGES

The Bi-Monthly Fixed Service Charge includes an account charge and a meter charge. The meter charge is based on an industry standard that apportions costs based on meter size and flow capacity. Most single-family residential customers have a 5/8" meter. Residential accounts that have a 1" meter due to fire requirements, but would otherwise have a 5/8" meter, are charged at the 5/8" meter rate.

PROPOSED BI-MONTHLY FIXED SERVICE CHARGE FOR POTABLE WATER		
Meter Size (in inches)	Current Fixed Charge	Proposed Fixed Charge
5/8"	\$43.95	\$46.58
1"	\$78.50	\$83.21
1.5"	\$136.08	\$144.25
2"	\$205.18	\$217.50
3"	\$389.45	\$412.82
4"	\$596.76	\$632.56
6"	\$1,172.60	\$1,242.96
8"	\$1,518.11	\$1,609.20

PROPOSED BI-MONTHLY FIXED SERVICE CHARGE FOR RECYCLED WATER		
Meter Size (in inches)	Current Fixed Charge	Proposed Fixed Charge
5/8"	\$51.71	\$54.81
1"	\$90.93	\$96.38
1.5"	\$156.31	\$165.69
2"	\$234.76	\$248.84
3"	\$443.96	\$470.60
4"	\$679.31	\$720.07
6"	\$1,333.07	\$1,413.05

To learn how the proposed rates will affect your specific water bill, check out the District's water cost calculator, available at nmwd.com/account/annual-cost-calculator. The maximum rates that may be imposed are shown in this document. Prior to implementing the rates, the Board of Directors may choose to implement the full amount or less, but not more.

PROPOSED RESTRUCTURED DROUGHT SURCHARGES

The proposed restructured drought surcharges are implemented only when the Board declares a Stage 2 through Stage 6 water shortage as defined by Novato Water's Water Shortage Contingency Plan. The temporary drought surcharges would be applied to the potable water usage rates (but not the fixed monthly service charges), and the amount of the surcharge would vary with the amount of required water use reductions. The temporary drought surcharges are expressed as a percentage of the then-current water usage rate. The 2022 drought surcharge rate review can be found at <https://nmwd.com/wp-content/uploads/2022/03/2022-Novato-West-Marin-Water-Drought-Surcharge-Review.pdf>

PROPOSED DROUGHT SURCHARGE STRUCTURE							
	Normal Supply	Stage 1	Stage 2	Stage 3	Stage 4	Stage 5	Stage 6
Water Shortage Surcharge	None	0%	5%	13%	21%	30%	42%
Tier 1 (0 to 262 gal/day)	\$6.18	\$6.18	\$6.49	\$6.98	\$7.48	\$8.03	\$8.78
Tier 2 (262 to 720 gal/day)	\$7.00	\$7.00	\$7.35	\$7.91	\$8.47	\$9.10	\$9.94
Tier 3 (> 720 gal/day)	\$8.62	\$8.62	\$9.05	\$9.74	\$10.43	\$11.21	\$12.24
Fixed Month Charge	Varies	No changes to this service charge					

and Restructured Drought Surcharges

PROPOSED TIERED QUANTITY (USAGE) CHARGES

The Tiered Quantity (Usage) Charges has three tiers that reflect the costs of the different sources of water.

Tier 1 (1-262 gallons per day - GPD) is based on the cost of imported water. Tier 2 (263-720 GPD) is based on the cost of locally treated water from Stafford Lake. Tier 3 (>720 GPD) is based on the cost of locally treated water plus the cost of the District's conservation program, which is paid by those customers that use the most water. Usage charges include an **elevation zone charge** to recover the costs of pumping water to higher elevations.

PROPOSED BI-MONTHLY TIERED USAGE RATES FOR RESIDENTIAL POTABLE WATER						
Quantity Charge Per 1,000 Gallons	CURRENT RATES			PROPOSED RATES		
	Tier 1	Tier 2	Tier 3	Tier 1	Tier 2	Tier 3
Residential Elevation Zone A	\$5.83	\$6.60	\$8.13	\$6.18	\$7.00	\$8.62
Residential Elevation Zone B	\$6.64	\$7.41	\$8.94	\$7.03	\$7.85	\$9.47
Residential Elevation Zone C	\$8.06	\$8.83	\$10.36	\$8.54	\$9.36	\$10.98

PROPOSED BI-MONTHLY TIERED USAGE RATES FOR COMMERCIAL POTABLE WATER				
Quantity Charge Per 1,000 Gallons	CURRENT RATES		PROPOSED RATES	
	Winter	Summer	Winter	Summer
Commercial Elevation Zone A	\$5.83	\$8.13	\$6.18	\$8.62
Commercial Elevation Zone B	\$6.64	\$8.94	\$7.03	\$9.47
Commercial Elevation Zone C	\$8.06	\$10.36	\$8.54	\$10.98

PROPOSED FIRE SERVICE CHARGES

Fire Service Charges apply to commercial connections with fire sprinklers. The charges are based on the actual cost of maintaining fire service lines.

PROPOSED BI-MONTHLY FIRE CONNECTION CHARGE		
Service Size	Current	Proposed
1"	\$15.09	\$16.00
2"	\$19.91	\$21.10
4"	\$55.54	\$58.88
6"	\$78.02	\$82.70
8"	\$103.70	\$109.92
10"	\$135.80	\$143.94

PROPOSED BI-MONTHLY USAGE RATES FOR OTHER WATER SERVICES

These charges are for additional services that are offered to customers.

PROPOSED BI-MONTHLY USAGE RATES		
Quantity Charge Per 1,000 Gallons		
Water Type	Current	Proposed
Raw	\$3.11	\$3.29
Recycled	\$6.61	\$7.01
Temporary/Fire Svc	\$7.41	\$7.85



**NORTH MARIN
WATER DISTRICT**

**PO Box 146
Novato, CA 94948
nmwd.com**

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BOARD OF DIRECTORS

Stephen Petterle, President
Rick Fraites, Vice President
Jack Baker, Director
James Grossi, Director
Michael Joly, Director

GENERAL MANAGER

Tony Williams

Notice of Public Hearing on Proposed Rate Increases

Where to Learn More, Get Answers, and Make Comments

CONTACT US:

Phone: 415-897-4133
Email: info@nmwd.com

VISIT OUR WEBSITE:

www.nmwd.com

ATTEND THE BOARD HEARING

The Board will review and consider adopting the rate increases at a virtual meeting on June 21, 2022, at 6:00 p.m. via Zoom at:

<https://us02web.zoom.us/j/82191971947>. *Due to ongoing COVID-19 related risks to public health and safety, the public hearing is scheduled to be conducted via Zoom utilizing the link above. If conditions change, information on a physical location for an in-person public hearing will be provided on the District website at www.nmwd.com.*

At the Public Hearing: The Board of Directors will accept and consider all written protests and will hear and consider all verbal comments to the proposed rate increases at the Public Hearing. Verbal comments must be accompanied by a written protest to qualify as a valid protest. At the conclusion of the Hearing, the Board of Directors will consider adoption of the proposed rate increases as outlined in this notice. If written protests of the proposed changes are presented by a majority of the property owners or tenants subject to the proposed changes, the proposed rate increases will not be adopted.

How to Protest the Proposed Rate Increases

Any owner of a parcel upon which the water service charges are proposed to be changed, or any tenant that directly pays the water bill for such parcel, may submit a written protest of the proposed rate changes. Only one protest will be counted per parcel. Written protests must: (1) state that the property owner or tenant is opposing the proposed increases; (2) provide the location of the parcel (by street address, assessor's parcel number, or customer account number); and (3) include the name and signature of the property owner or tenant submitting the protest. Written protests may be submitted by mail or in person to the District Secretary at North Marin Water District, PO Box 146, Novato, CA 94948, or in person at the Public Hearing. All written protests must be received prior to the close of the public input portion of the Public Hearing. Protests submitted via email or other electronic means will not be accepted. Please mark the protest: Attn: Novato Rate Hearing.

10

MEMORANDUM

To: Board of Directors
 From: Julie Blue, Auditor-Controller 
 Subj: Rate Increase Letter to West Marin Water and Oceana Marin Sewer Customers
L:\ac\budget\fy-2022.23\rate increase & prop 218\wm & om prop 218 memo fy 22.23.docx

April 15, 2022

RECOMMENDED ACTION: Approve Letter to Customers

FINANCIAL IMPACT: \$1,700 (\$1,500 West Marin & \$200 Oceana Marin)

Section 6 of Article XIID of the California Constitution, a provision added with the passage of Proposition 218 in 1996 (Prop 218), requires that customers be notified of proposed restructuring or increases in rates or charges not less than 45 days prior to the public hearing where the Board considers adoption of the proposed restructuring and/or increases. The public hearing is scheduled for Tuesday, June 28, 2022 at 6:00 PM. Due to ongoing COVID-19 pandemic related restrictions the meeting is schedule to be conducted virtually via Zoom. If conditions change, a physical location for an in-person public hearing will be provided on the District website at www.nmwd.com. The June 28 public hearing date requires that the notification letters be postmarked no later than May 13, 2022. The Oceana Marin Sewer System letters will be printed in-house and the marginal postage, stationary and copying cost for the 235 active customers will be approximately \$200. The West Marin Water System letters will be printed and mailed through a printing service and will cost approximately \$1,500.

West Marin Water

As proposed in the 2021 West Marin Water Rate Study, accepted by the Board of Directors at the March 16, 2021 board meeting, the proposed 6% rate increase will generate an additional 6% (\$46,000) in revenue. The 6% proposed rate increase, if approved, will be effective July 1, 2022.

The Annual Water Cost Calculator on the District's website allows each customer to see the impact of the proposed increase on their annual water cost based upon their water use over the past 12 months. The typical residential customer, assuming no change in water use, will see an increase of \$4.45 per month (\$8.90 bi-monthly). As shown in Attachment 1, the Coastal Area Water Cost Comparison, the cost of water for West Marin Water customers is the lowest of the eight agencies surveyed.

The proposed restructured drought surcharges are implemented only when the Board declares a Stage 2 through Stage 3 water shortage as defined by West Marin Water's Water Shortage Contingency Plan. The temporary drought surcharges would be applied to the water usage rates (but not the fixed monthly service charges), and the amount of the surcharge would

vary with the amount of required water use reductions. The temporary drought surcharges are expressed as a percentage of the then-current water usage rate.

Oceana Marin Sewer

A 5% rate increase (a \$5 increase to \$108 per month) effective July 1, 2022 is proposed for Oceana Marin sewer service. The increase would generate approximately \$14,100 annually and would support projects identified in the 2016 Oceana Marin Master Plan Update. In contrast to the 10% rate increases adopted in 2016 and 2017 to finance the CIP plan on a pay-go basis, the current 5-year financial plan includes a current year increase of 5% and subsequent annual 5% rate increases and also forecasts borrowing \$650,000 to complete the CIP plan. As shown in Attachment 2, the Coastal Area Sewer Cost Comparison, the Oceana Marin sewer rates are highest when compared to similar agencies.

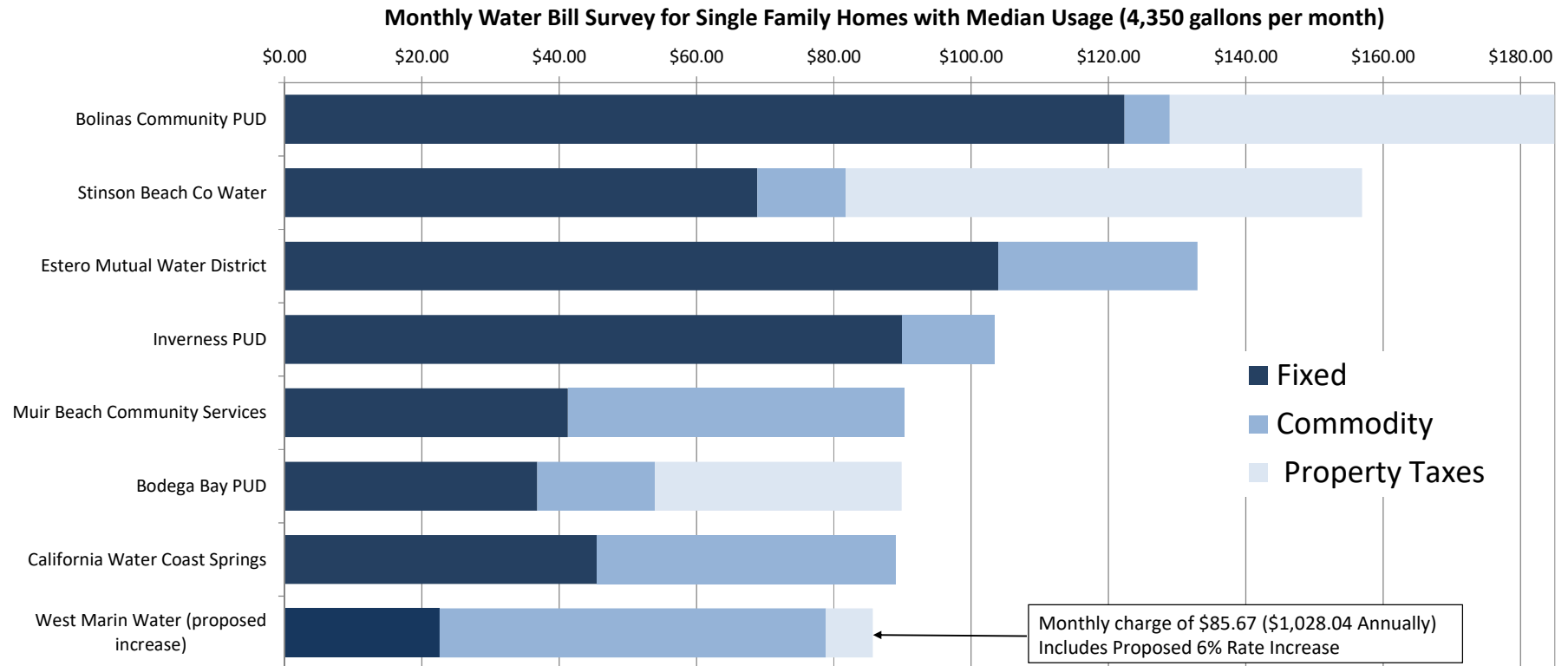
The proposed letters are attached for Board review and comment (West Marin Water – Attachment 3 and Oceana Marin Sewer – Attachment 4). Legal counsel has reviewed the letters to assure compliance with Prop 218. The final page of the notices references Tony Williams as the General Manager (GM) as he is scheduled to be appointed GM prior to mailing the notices.

RECOMMENDATION:

Approve mailing a letter notifying customers of a proposed rate increase and upcoming public hearing.

COASTAL AREA WATER RATE COMPARISON

ATTACHMENT 1



2022 COASTAL AREA SEWER COST COMPARISON

4/11/2022

Comparison of NMWD's Charges with Other Agencies based on Charges in effect on 7/1/22

<u>Agency</u>	<u>No. of Sewer Services</u>	<u>Monthly Service Charge</u>	<u>Annual Tax Revenue</u> ⁽¹⁾	<u>Annual Total</u>	
> NMWD Oceana Marin	235	\$108.00 ⁽²⁾	\$289 ⁽³⁾	\$1,585	<
Bolinas Community PUD	163	\$121.08	\$0	\$1,453	
Marshall Community Wastewater System	52	\$107.88 ⁽⁴⁾	\$0	\$1,295	
Tomales Village CSD	126	\$81.90	\$86 ⁽⁵⁾	\$1,069	
Bodega Bay PUD	1,099	\$76.26	\$0	\$915	
Stinson Beach Co Water - Inspection Only	710	\$39.65 ⁽⁶⁾	\$398 ⁽⁷⁾	\$874	

Notes:

- (1) Includes taxes for debt service on outstanding sewer bonds and loans plus any applicable allocation of the AB8 1% County levy distributed to compensate for the Prop 13 elimination of the operation and maintenance tax.
- (2) Includes proposed increase of \$5/month.
- (3) Based on share of 1% County levy. This "allocation" is projected by the County of Marin at \$68,000 for 2022/23 which equates to \$289 per service.
- (4) Community wastewater step-system commenced October 2008. Each parcel has own septic tank, pumped to a community collection tank, then pumped into a community leach field. Rate shown is last year's rate. Rates are based on the Bay Area CPI at April 30th which will be available toward the end of May. Rate used is the April 2021 rate.
- (5) Based on home with net AV of \$432,177 (average 2021/22 AV on 80 single family homes in Tomales) and tax rate of 2.0¢/\$100 AV.
- (6) On-Site Wastewater System - no sewer system. Services provided include septic inspections, ground and surface water monitoring and other inspections required by the State Water Quality Control Board. In addition to the cost paid to Stinson Beach Water Co., each customer must purchase and install their own on-site wastewater system.
- (7) Stinson Beach shares in 1% County levy. This "allocation" was projected by the County of Marin at \$942,454 for 2021/22 of which 30% was allocated to sewer amounting to \$398 per service.



**NORTH MARIN
WATER DISTRICT**

NOTICE OF PUBLIC HEARING

REGARDING PROPOSED RATE INCREASES AND RESTRUCTURED DROUGHT SURCHARGES

For the West Marin Water System Service Area

This Notice provides information about proposed increases to North Marin Water District's West Marin Water System Service Area water rates and charges and restructured drought surcharges. The Board of Directors will hold a public hearing at which public comments will be considered and written protest will be counted before the Board votes on the proposed changes.

HEARING DATE: Tuesday, June 28, 2022

TIME: 6:00 p.m.

VIRTUAL LOCATION*: Zoom Meeting

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

Meeting ID: 821 9197 1947 Password: 466521

The District proposes increasing revenue for fiscal year 2022-2023. If approved at the public hearing on June 28, 2022, the new rates and rate structure changes will go into effect on July 1, 2022.

**Due to ongoing COVID-19 related risks to public health and safety, the public hearing is scheduled to be conducted via Zoom utilizing the link above. If conditions change, information on a physical location for an in-person public hearing will be provided on the District website at www.nmwd.com.*

REASONS FOR THE PROPOSED RATE INCREASE

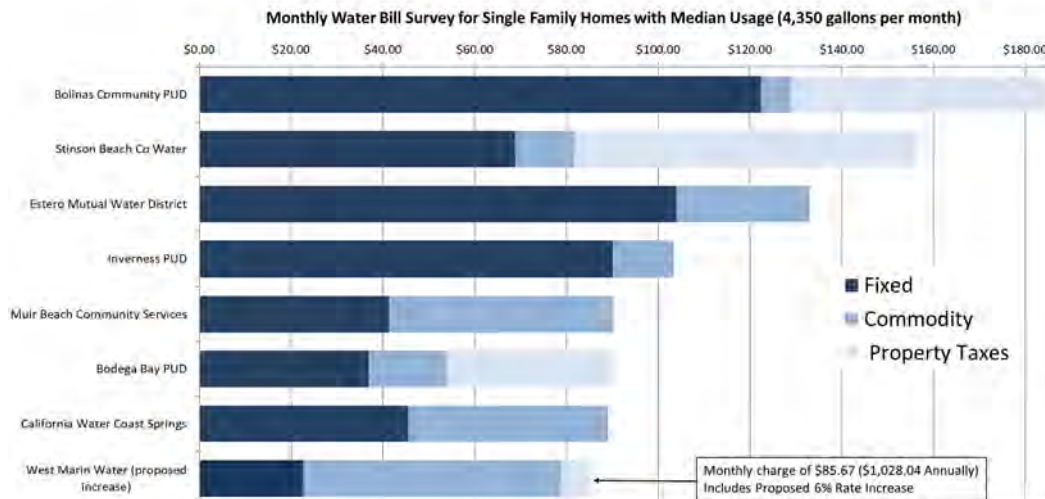
The key reasons that a 6% rate increase is needed are described below.

Continued investment in water facilities. The District must continue to make investments in facility upgrades and replacements that will benefit the West Marin Water System's fire protection, water supply, and aging infrastructure. This will help to properly maintain the service area's treatment plant, 26 miles of pipeline, 7 pump stations, 13 tanks, 3 wells, 168 hydrants, monitoring systems, and more.

Impact of inflation on all costs. The proposed revenue increase is designed to meet all the costs of providing water service, all of which rise every year with inflation. These costs include treating and delivering safe, high-quality, reliable water to your home or business without fail, every day and around the clock.

RATE COMPARISON

Our West Marin water rates are the lowest when compared to other West Marin Coastal Area Retail Water Agencies.



Details of the Proposed Rate Increases

Proposed 6% rate increase. North Marin Water District is proposing a 6% rate increase in its West Marin Water System in order to cover the increasing costs of providing potable water that is reliable, high quality, environmentally responsible and reasonably priced.

The typical residential customer (approximately 78% of all customers) will pay about \$4.45 more per month if the changes are approved (\$8.90 on the bi-monthly bill).

PROPOSED BI-MONTHLY FIXED SERVICE CHARGES

The bi-monthly fixed Service Charge is made up of an account charge and a meter charge. The meter charge is based on an industry standard that apportions costs based on meter size and flow capacity. Most single-family residential customers have a 5/8" meter. Residential accounts that have a 1" meter due to fire requirements, but would otherwise have a 5/8" meter, are charged at the 5/8" meter rate.

PROPOSED BI-MONTHLY FIXED SERVICE CHARGE FOR Potable WATER		
Meter Size (in inches)	Current Fixed Charge	Proposed Fixed Charge
5/8"	\$42.59	\$45.15
1"*	\$104.80	\$111.09
1.5"	\$208.47	\$220.98
2"	\$332.88	\$352.85
3"	\$664.64	\$704.52
4"	\$1,037.87	\$1,100.14

*Residential accounts that have a 1" meter due to fire requirements, but would otherwise have 5/8" meter, are charged at the 5/8" meter rate.

To learn how the proposed rates will affect your specific water bill, check out the District's water cost calculator, available at nmwd.com/account/annual-cost-calculator. The proposed changes in rates are based on detailed engineering, financial, and legal evaluations carried out with the help of recognized experts in water rates. The rates conform to California law requiring that each class of customers (residential and commercial) pay their proportionate share of the cost to serve them. **The maximum rates that may be imposed are shown in this document.** Prior to implementing the rates, the Board of Directors may choose to implement the full amount or less, but not more.

PROPOSED RESTRUCTURED DROUGHT SURCHARGE

The proposed restructured drought surcharges are implemented only when the Board declares a Stage 2 or Stage 3 water shortage as defined by West Marin's Water Shortage Contingency Plan. The temporary drought surcharges would be applied to the water usage rates (but not the fixed monthly service charges), and the amount of the surcharge would vary with the amount of required water use reductions. The temporary drought surcharges are expressed as a percentage of the then-current water usage rate. The 2022 drought surcharge rate review can be found at: <https://nmwd.com/wp-content/uploads/2022/03/2022-Novato-West-Marin-Water-Drought-Surcharge-Review.pdf>.

PROPOSED TEMPORARY DROUGHT SURCHARGE STRUCTURE				
	Normal Supply	Stage 1	Stage 2	Stage 3
Water Shortage Surcharge	None	0%	13%	30%
Tier 1 (0 to 250 gal/day)	\$9.41	\$9.41	\$10.63	\$12.23
Tier 2 (251 to 600 gal/day)	\$13.68	\$13.68	\$15.46	\$17.78
Tier 3 (> 601 gal/day)	\$19.43	\$19.43	\$21.96	\$25.26
Fixed Month Charge	Varies	No changes to this service charge		

and Restructured Drought Surcharges

PROPOSED TIERED QUANTITY (USAGE) CHARGES

The proposed Quantity (usage) Charges has three tiers that reflect the costs of the different sources of water. Tier 1 (1-250 gallons per day (GPD)) is based on the cost of drawing water from existing wells and half of the capital costs associated with developing a new well. Tier 2 (251-600 GPD) includes all of Tier 1 costs, as well as the remaining capital costs associated with the new well. Tier 3 (>600 GPD) includes all of the Tier 2 costs, as well as the costs of the District's conservation program. Usage charges include an **elevation (hydraulic) zone charge** to recover the costs of pumping water to higher elevations.

PROPOSED BI-MONTHLY TIERED USAGE RATES FOR RESIDENTIAL POTABLE WATER						
Quantity Charge Per 1,000 Gallons	CURRENT RATES			PROPOSED RATES		
	Tier 1	Tier 2	Tier 3	Tier 1	Tier 2	Tier 3
Residential Elevation Zone 1	\$8.88	\$12.91	\$18.33	\$9.41	\$13.68	\$19.43
Residential Elevation Zone 3*	\$9.98	\$14.01	\$19.43	\$10.58	\$14.85	\$20.60
Residential Elevation Zone 2*	\$11.07	\$15.10	\$20.52	\$11.73	\$16.01	\$21.75
Residential Elevation Zone 4**	\$15.04	\$19.07	\$24.49	\$15.94	\$20.21	\$25.96

PROPOSED BI-MONTHLY TIERED USAGE RATES FOR COMMERCIAL POTABLE WATER				
Quantity Charge Per 1,000 Gallons	CURRENT RATES		PROPOSED RATES	
	Winter	Summer	Winter	Summer
Commercial Elevation Zone 1	\$8.88	\$18.33	\$9.41	\$19.43
Commercial Elevation Zone 3*	\$9.98	\$19.43	\$10.58	\$20.60
Commercial Elevation Zone 2*	\$11.07	\$20.52	\$11.73	\$21.75
Commercial Elevation Zone 4**	\$15.04	\$24.49	\$15.94	\$25.96

* Zone 3 (Olema) is at a lower elevation than Zone 2 (Inverness Park, Bear Valley, and Lower Paradise Ranch Estates)

** Zone 4 (Upper Paradise Ranch Estates).

PROPOSED FIRE SERVICE CHARGES

Fire Service Charges apply to commercial connections with fire sprinklers. The charges are based on the actual cost of maintaining fire service lines.

PROPOSED BI-MONTHLY FIRE CONNECTION CHARGE		
Service Size	Current	Proposed
1"	\$15.09	\$16.00
1.5" & 2"	\$19.91	\$21.10
4"	\$55.54	\$58.87
6"	\$78.02	\$82.70
8"	\$103.70	\$109.92
10"	\$135.80	\$143.95

PROPOSED BI-MONTHLY USAGE RATES FOR OTHER WATER SERVICES

These charges are for additional services that are offered to customers.

PROPOSED BI-MONTHLY USAGE RATES		
Quantity Charge Per 1,000 Gallons		
Water Type	Current	Proposed
Temporary/Fire Svc	\$15.10	\$16.01
Outside Improvement District - Surcharge	\$4.08	\$4.32



**NORTH MARIN
WATER DISTRICT**

**PO Box 146
Novato, CA 94948
nmwd.com**

PRSRT STD
U.S. POSTAGE
PAID
SAN RAFAEL, CA
PERMIT NO 2

BOARD OF DIRECTORS

Stephen Petterle, President
Rick Fraites, Vice President
Jack Baker, Director
James Grossi, Director
Michael Joly, Director

GENERAL MANAGER

Tony Williams

Notice of Public Hearing on Proposed Rate Increases

Where to Learn More, Get Answers, and Make Comments

CONTACT US:

Phone: 415-897-4133
Email: info@nmwd.com

VISIT OUR WEBSITE:

www.nmwd.com

ATTEND THE BOARD HEARING

The Board will review and consider adopting the rate increases at a virtual meeting on June 28, 2022, at 6:00 p.m. via Zoom at:

<https://us02web.zoom.us/j/82191971947>. Due to ongoing COVID-19 related risks to public health and safety, the public hearing is scheduled to be conducted via Zoom utilizing the link above. If conditions change, information on a physical location for an in-person public hearing will be provided on the District website at www.nmwd.com.

At the Public Hearing: The Board of Directors will accept and consider all written protests and will hear and consider all verbal comments to the proposed rate increases and rate structure modifications at the Public Hearing. Verbal comments must be accompanied by a written protest to qualify as valid a protest. At the conclusion of the Hearing, the Board of Directors will consider adoption of the proposed rate increases as described in this notice. If written protests of the proposed changes are presented by a majority of the property owners or tenants subject to the proposed changes, the proposed rate increases will not be adopted.

How to Protest the Proposed Changes

Any owner of a parcel upon which the water service charges are proposed to be changed, or any tenant that directly pays the water bill for such parcel, may submit a written protest of the proposed rate changes. Only one protest will be counted per parcel. Written protests must: (1) state that the property owner or tenant is opposing the proposed increases; (2) provide the location of the parcel (by street address, assessor's parcel number, or customer account number); and (3) include the name and signature of the property owner or tenant submitting the protest. Written protests may be submitted by mail or in person to the District Secretary at North Marin Water District, PO Box 146, Novato, CA 94948, or in person at the Public Hearing. All written protests must be received prior to the close of the public input portion of the Public Hearing. Protests submitted via email or other electronic means will not be accepted. Please mark the protest: Attn: West Marin Water Rate Hearing.



999 Rush Creek Place
P.O. Box 146
Novato, CA 94948-0146

PHONE
415-897-4133

EMAIL
info@nmwd.com

WEB
www.nmwd.com

May 9, 2022

RE: Notice of Proposed Oceana Marin Sewer Service Cost Increase

Dear Customer:

This letter is to advise you of a **proposed increase to the Oceana Marin sewer service charge** that would take effect on July 1, 2022. It also provides information about a **Public Hearing scheduled on June 28, 2022**, at which time written protests and oral comments will be considered and a vote on the proposed increase will be taken by the North Marin Water District Board of Directors.

How much is the proposed rate increase?

Current Oceana Marin sewer service charges are \$103/month (\$1,236/year). A **5% increase** is proposed equaling \$108/month (\$1,296/year).

How will the proposed increase affect my sewer bill?

Oceana Marin sewer service charges are collected on the Marin County property tax bill, which is charged annually for the fiscal year period July 1 through June 30. The proposed sewer service charge increase would add \$5 per month to the cost of sewer service for all customers in Oceana Marin, resulting in a total annual charge for fiscal year 22/23 of \$1,296 (\$108 per month for July 2022 through June 2023).

Why are rates being increased?

In January 2016 the District concluded a Master Plan Update that identified over \$3 million in projects necessary to improve the reliability and redundancy of the Oceana Marin Wastewater System. Constructing these improvements will be financially challenging for the 235 customers of the Oceana Marin utility. Even if the projects are constructed over a 20-year period, the cost would still average \$150,000 annually. The proposed increase, if enacted, would generate approximately \$14,100 of additional revenue annually (\$60/year X 235 customers). The entire Master Plan Update is available for review at: <https://nmwd.com/wp-content/uploads/2020/04/011916-1.pdf>.

Additional rate increases will be necessary in future years as the District continues to improve the reliability of the existing facilities and to construct redundant facilities in order to protect against potential system failure and sewage spills. Prior years' rate increases were in-line with financing the CIP plan on a pay-go basis while the current 5-year financial plan includes an annual rate increase of 5% for FY 22/23 and 5% thereafter, and forecasts borrowing funds to complete the plan.

Public Hearing

A public hearing before the NMWD Board of Directors to consider the proposed sewer service charge increase is scheduled for 6:00 pm, Tuesday, June 28, 2022 via Zoom at the below link:

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

Meeting ID: 821 9197 1947

Password: 466521.

Due to ongoing COVID-19 related risks to public health and safety, the public hearing is scheduled to be conducted via Zoom utilizing the link above. If conditions change, information on a physical location for an in-person public hearing will be provide on the District's website at www.nmwd.com.

The Board of Directors will accept and consider all written protests and will hear and consider all verbal comments to the proposed sewer service charge increase at the Public Hearing. Verbal comments must be accompanied by a written protest to qualify as a valid protest. At the conclusion of the Hearing, the Board of Directors will consider adoption of the proposed sewer service charge increase as outlined in this notice. If written protests to the proposed sewer service charge increase are presented by a majority of the property owners, the proposed increase will not be adopted.

Your written protest must be received prior to the close of the June 28, 2022 public hearing. Written protests must: 1) state that the property owner is opposing the proposed increase 2) include the name and signature of the property owner; and 3) must include a description of the parcel (parcel number or service address). Only one written protest will be counted for each property. Send written protests to:

District Secretary
North Marin Water District
PO Box 146
Novato, CA 94948

For more information about the North Marin Water District, including a history of the Oceana Marin Sewer System, or to view the most recent Coastal Area Sewer Cost Comparison or the District's audited financial statement, visit NMWD's website at www.nmwd.com or call the District Secretary at (415) 897-4133.

Sincerely,



Tony Williams, PE
General Manager

11

MEMORANDUM

To: Board of Directors

April 15, 2022

From: Drew McIntyre, General Manager

Subj: General Manager Appointment and Conditions of Employment and Pay Schedule

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RECOMMENDED ACTION: Approve Resolution 22-XX appointing Anthony (Tony) Williams as General Manager effective May 4, 2022 along with other specified conditions of employment and associated pay schedule.

FINANCIAL IMPACT: \$236,151 per year salary + benefit costs of approx. \$48,785

Over the past several years, the Board and General Manager have discussed my intention to retire from the District and have been apprised of transition planning. At the January 18, 2022 meeting, I informed the Board of my intent to retire in May of this year. At the April 5, 2022 meeting I offered my resignation and intent to retire from NMWD effective May 4, 2022.

Anthony (Tony) Williams has been the Assistant General Manager/Chief Engineer since October 12, 2020 and has performed in an exemplary manner. He is a registered professional civil engineer in four states (including California) and has over 28 years of diverse experience in both the public and private sectors.

In keeping with current succession planning, it is recommended that the Board appoint Tony Williams as General Manager of the North Marin Water District effective May 4, 2022. Historically, the North Marin Water District General Manager has been engaged by a Resolution of Employment and not a contract. The attached Draft Resolution 22-XX Conditions of Employment for the new General Manager has been reviewed by the General Manager and the Board of Directors.

In accordance with applicable CalPERS' regulations, 2 CCR § 570.5, authorization is also requested from the Board to approve the same Resolution 22-XX to update the publicly available pay schedule for the General Manager position.

RECOMMENDED ACTION:

Board authorize Resolution 22-XX North Marin Water District Conditions of Employment – General Manager and associated pay schedule.

RESOLUTION No. 22-XX
OF
THE NORTH MARIN WATER DISTRICT
CONDITIONS OF EMPLOYMENT - GENERAL MANAGER

WHEREAS: Anthony Bruce Williams was hired as Assistant General Manager/Chief Engineer of the District on October 12, 2020; and

WHEREAS: Mr. Williams' appointment as General Manager was approved by unanimous vote of the Board of Directors on April 19, 2022; and

WHEREAS: Mr. Williams appointment becomes effective May 4, 2022 and the following provisions apply:

WHEREAS: Mr. Williams serves at the pleasure of the Board and shall:

- a. Have full charge and control of the maintenance, operation and construction of the water and wastewater systems of the District,
- b. Have full power and authority to employ and discharge all employees at pleasure (excluding the District Secretary, Auditor and Assistant General Manager/Chief Engineer),
- c. Be designated as the District's Director of Emergency Services for the purposes of disaster management pursuant to the California Emergency Services Act, Government Code section 8630,
- c. Have full power to determine the duties of employees,
- d. Set the compensation of employees' subject to Board policy,
- e. Represent the District at various public entities/private groups and perform other duties imposed by the Board, and
- f. Report to the Board in accordance with Board policy.

NOW, THEREFORE, BE IT RESOLVED that the conditions of Mr. Williams' employment, remuneration and benefits are:

1. Annual salary of \$236,151 per year to be paid in semi-monthly installments. Said salary shall be reviewed annually.
2. Reimbursement of business- or business-related mileage incurred on privately owned vehicle at the normal rate per mile authorized by the District plus payment by District of \$338 per month. General Manager's use of privately-owned vehicle is for the convenience of the District and required as a condition of employment. General Manager shall maintain in force liability insurance on private vehicle of not less than \$300,000 for one individual and \$500,000 for two or more individuals.
3. Reimbursement of all reasonable expenses incurred in connection with the conduct or furtherance of District business and affairs.
4. Other benefits as are from time to time afforded all District unrepresented employees with the exception of overtime compensation. Except for vacation, such benefits, which are a function of time in service, shall be calculated from the date first employed by the District. For vacation eligibility purposes, the General Manager shall be credited with five additional vacation days annually until such time the maximum accrual rate is achieved.
5. The right to reside in any area within the District territorial boundaries.
6. The General Manager will timely cause to be placed on the Board's agenda each year a "closed session" for the purpose of his performance evaluation.

* * * * *

I hereby certify that the foregoing is a true and complete copy of a resolution duly and regularly adopted/amended by the Board of Directors of NORTH MARIN WATER DISTRICT at a regular meeting of said Board held on the 19th day of April, 2022 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:


Theresa Kehoe, District Secretary
North Marin Water District

(SEAL)

12

MEMORANDUM

To: Board of Directors April 15, 2022

From: Tony Williams, Assistant General Manager/Chief Engineer 

Subject: Consider Amending Regulation 26 to Increase General Manager's Expense Authority for Minor Extensions or Modifications to the Water Distribution System and Make Other Clarifications

t:\gm\admin secty\regulations\regulation review 2022\part b\bod memo\4-15-22 bod memo reg 26 update.doc

RECOMMENDED ACTION: Consider adoption of Resolution 22-XX approving an increase in the General Manager's expense authority and amending Regulation 26

FINANCIAL IMPACT: None at this time

Background

District Regulations 20 through 29 describe the requirements and procedures, including formal agreements necessary for extensions of the District's water distribution system. These regulations generally apply to new development but can be applicable to a single property owner requiring new water service where an existing water distribution main is not present nearby. Regulation 26, last updated in 1994, specifically addresses authority of the General Manager (GM) to prepare and execute agreements for extensions of the District's water distribution systems. Currently that authorization is limited to \$5,000, requiring BOD approval of any extension over that amount. Historically, the GM's expense authorization for extensions or modification provided in Regulation 26 has also served as the foundation for certain expense limits in the District's purchasing policy. Moreover, while Regulation 26 has typically been interpreted to include agreements for modifications to the Districts' water distribution system, it does not specifically call out the term "modification".

The purpose of this memo is to request amendments to Regulation 26, especially the need to update the expense authorization limit. Staff also recommends revising the language contained in Regulation 26 to: 1) include reference to "modifications" to the District's water distribution systems; and 2) accurately identify the standard agreement used for such extensions and/or modifications. The \$5,000 authorization of the GM needs to be revised for several reasons, including general alignment with other local government agencies. The following table provides a survey of expense authority delegated to executive directors¹ of other local/regional government agencies:

Agency	Expense Authority (Construction)
Novato Sanitary District	\$200,000
Marin County (Department of Public Works)	\$200,000
Contra Costa Water District	\$100,000

¹ various titles are used by the different agencies which are equivalent to the NMWD GM

Valley of the Moon Water District	\$20,000
NMWD	\$5,000

A review of completed projects over the last 2 years that consisted solely of providing new fire services (new service connection and backflow assembly) ranged in cost from \$11,200 to \$95,000 (average cost of approximately \$49,000). These fire service installation projects represent typical minor extensions or modifications of the District's water distribution system that are required for health and safety reasons and are routine in nature. It is important to note that the current daily rate of an NMWD Construction Crew is \$4,391 (effective October 2021) and the cost of materials for minor extensions or modifications can represent as much as 50 to 65 percent of the total cost. Therefore, any work that requires more than 8 hours to complete, would require BOD approval under the current limit. For comparison, a typical "over the counter" application for a new residential connection in the Novato Service Area is \$6,525 (1-inch meter, per Regulation 1.c.(1)).

Proposed Update

Attached is draft Resolution 22-XX which proposes to increase the expense authority of the GM for minor extensions or modifications to the District's water system to \$100,000 or less. The proposed revision will accommodate more efficient completion of minor extensions or modifications in a timely and cost-effective manner as well as update a limit that hasn't been increased in nearly 30 years. The Resolution also includes clarifying amendments to the language used in Regulation 26 such as including the term "modification" and referring to "Water Service Facilities Construction Agreement", the actual title of the agreement form used by the District to formalize an extension or modification requested by an Applicant.

RECOMMENDATION

Adopt Resolution 22-XX approving an increase in the General Manager's expense authority, and amending Regulation 26.

RESOLUTION 22-XX

RESOLUTION OF THE BOARD OF DIRECTORS OF NORTH MARIN WATER DISTRICT APPROVING AN INCREASE IN THE GENERAL MANAGER'S EXPENSE AUTHORITY FOR EXTENSIONS OR MODIFICATIONS TO THE DISTRICT WATER DISTRIBUTION SYSTEMS, AND AMENDING REGULATION 26

WHEREAS, pursuant to Water Code Section 31024, the Board of Directors (Board) of the North Marin Water District (District) may establish rules and regulations for the sale, distribution, and use of water; and

WHEREAS, District Regulation 26 authorizes the District's General Manager to prepare and execute agreements under \$5,000 for minor extensions of the District's water distribution system; and

WHEREAS, the District has not reviewed the expense authority of its General Manager under Regulation 26 for over twenty-eight years, while the cost of materials and labor to perform routine extensions or modifications to the District's water distribution system has significantly increased during that time; and

WHEREAS, the expense authority delegated to general managers (or managers with equivalent title) of other local/regional government agencies is significantly higher than the current limit provided for in Regulation 26; and

WHEREAS, District staff has recommended revising the language contained in Regulation 26 to include reference to "modifications" to the District's water distribution systems and to accurately identify the standard agreement used for such extensions and/or modifications; and

WHEREAS, the Board desires to increase the expense authority of the General Manager for minor extensions or modifications to the District's water distribution system to generally align with authority delegated to managers of other local/regional government agencies, and also to make other clarifying amendments to Regulation 26.

NOW, THEREFORE, BE IT RESOLVED:

1. The Board of Directors of North Marin Water District finds and determines that the foregoing Recitals are true and correct, and incorporates the Recitals herein.
2. The Board of Directors of the North Marin Water District hereby approves an increase in the General Manager's authority to prepare and execute agreements for extensions or modifications to the District's water distribution system that are less than \$100,000, and also amends Regulation 26 as indicated in **EXHIBIT A**, attached hereto and incorporated by this reference.

3. This Resolution shall be effective immediately upon adoption and shall remain in effect until such time as modified, repealed, or superseded by further resolution of the Board.
4. If any provision of this Resolution, or any part thereof, is for any reason held to be *ultra vires*, invalid, unenforceable, or unconstitutional, the remaining provisions shall not be affected but shall remain in full force and effect, and to this end the provisions of this Resolution are severable.

* * * * *

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 April 19, 2022 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINED:

Theresa, Secretary
North Marin Water District

(SEAL)

NORTH MARIN WATER DISTRICT

REGULATION 26

SMALL AUTHORIZATION OF THE GENERAL MANAGER TO PREPARE AND EXECUTE
WATER SERVICE FACILITIES CONSTRUCTION AGREEMENTS FOR MINOR EXTENSIONS
OR MODIFICATIONS TO THE WATER SYSTEM AGREEMENTS AND AGREEMENTS FOR
PRELIMINARY ENGINEERING WORK AND PREPARATION OF REPORTS

When the estimated cost of the proposed extensions or modifications to the District water system work to be performed by the District is less than \$5100,000 (exclusive of charges referred to in Regulation 1 c.), the General Manager of the District is authorized to prepare annegotiate and execute a Water Service Facilities Construction aAgreement with the Applicant. All of such agreements shall be in writing in the District's usual form, and signed by the Applicant and on behalf of the District by the General Manager for the President of the Board of Directors. When the estimated cost of the work to be performed is greater than \$100,000, the Water Service Facilities Agreement shall be approved by the District Board of Directors.

13

MEMORANDUM

To: Board of Directors

From: Ryan Grisso, Water Conservation Coordinator *RG*
Drew McIntyre, General Manager *DM*

Subject: California Pool and Spa Association (CPSA) Response
\\gm\bod misc 2022\cpsa response memo 04.2022 clean.doc

April 15, 2022

RECOMMENDED ACTION: Approve Letter Response

FINANCIAL IMPACT: None

On March 28, 2022, the NMWD Board of Directors (Board) received a letter from the California Pool and Spa Association (CPSA) (Exhibit 1) requesting the Board to reconsider its Stage 2 prohibition on filling new swimming pools contained in Section 6 of NMWD's Novato Service Area Emergency Conservation Ordinance No 41. NMWD staff and legal counsel reviewed the CPSA letter and have determined that no substantive changes to the current water use restrictions are needed, including the prohibition on filling new or existing swimming pools.

Staff, with the assistance of legal counsel, drafted a letter response stating NMWD's position (Exhibit 2), including the rationale for keeping the Stage 2 prohibition on filling swimming pools in effect.

RECOMMENDATION

Board authorize General Manager to send response letter to the CPSA.



**POOL &
HOT TUB
ALLIANCE**



CPSA
California Pool & Spa Association

March 28, 2022

Board President Stephen Petterle
North Marin Water District Board of Directors
999 Rush Creek Place
Novato, CA 94925

RE: Request for Reconsideration on Prohibition to Filling Swimming Pools

Dear Board President Petterle:

I am writing on behalf of CPSA and our member spa retailers, pool builders, and suppliers in your service area. We are requesting that the North Marin Water District reconsider its decision to prohibit the initial filling of any swimming pool for which application for a building permit was made after December 1, 2021. We take no issue with the prohibition on emptying and re-filling of a pool or spa during a drought. There are alternatives available to dumping pool water for repairs or due to the buildup of chemical solids in the pool water.

We are very aware that California is experiencing a severe drought and water is a precious commodity. However, prohibiting the filling of swimming pools and spas is, at most, a symbolic gesture. Pools use very little water and, as such, there is no basis in fact or science that would indicate that banning the filling of swimming pools would have anything but a de minimis impact on water conservation. However, what this prohibition does achieve is to threaten the very existence of pool builders in the community who have weathered the COVID-19 storm over the last 18 months.

The facts about water use by swimming pools:

1. A new swimming pool requires an average of 14,000-18,000 gallons of water to fill it. When you sum the total amount of water to fill all new swimming pools that are permitted in a region annually and compare the sum against the average one-day use of water by the residents, you find that filling new pools accounts for less than 5% of a region's one-day water use.
2. Filling new swimming pools takes less water than car washes that recycle their water. According to the Western Car Wash Association, car wash facilities that recycle their water use approximately 1% of a region's annual water use. This is much higher than the water it takes to fill new swimming pools and spas, yet there is no movement to shut down car washes in the region.
3. Once filled, a new pool saves 10,000 gallons of water in the first year it is installed, and 30,000 gallons annually thereafter. Santa Margarita Water District Study
4. In the state's guidebook for Urban Water Management Plans the State of California's only water conservation restriction relative to swimming pools and spas is to recommend that

Pool & Hot Tub Alliance
2111 Eisenhower Avenue, Suite 500
Alexandria, Virginia 22314
703-838-0083 | www.phta.org

California Pool & Spa Association
915 L Street, Suite 1110
Sacramento, CA 95814-3705
916-447-4113 | www.thecpa.org

EXHIBIT 1

cities require pools to be covered when not in use. A pool that is covered when not in use can save up to 97% of the water lost through evaporation.

5. The swimming pool and spa industry creates approximately \$50,000 in local economic impact for each new pool built. At about \$903.00 per acre-feet, the pool and spa industry has the highest economic impact per acre-feet of water used than any other industry in California except high tech.
6. The swimming pool and spa industry employs more people per acre-feet of water used than any industry in the state at 11,797 people employed.

Our pool builders, distributors, and retailers live and work in the community. The industry provides good-paying jobs and purchases almost all construction materials from local suppliers. Our members utilize local subcontractors, accountants, tax preparation firms, and many other businesses in the community and pay local taxes and permit fees. A prohibition on issuing building permits for new swimming pools amounts to the government taking their business away and nullifying the benefits this industry brings to the community, especially where there is no compelling evidence that such action will have a significant effect on water conservation. The City of Novato for instance only issued six new swimming pool permits in 2021-22.

Moreover, such a prohibition amounts to interference with contracts between our members and homeowners. Such a prohibition will likely leave at least some homeowners with very expensive unfinished pools. If the builder completes the pool and cannot fill it, it could endanger the pool shell, create an attractive nuisance, or becomes a breeding ground for mosquitoes.

The Marin Water District enacted a similar restriction on fully new swimming pools. However, CPSA was informed last week that their board plans to rescind that prohibition at their next meeting. We would request you do the same.

For all the reasons cited above, we would implore the North Marin Water District to reconsider its decision to prohibit the initial filling of any new swimming pool. I would be more than happy to respond to any questions you might have relative to this letter and/or the source of the facts contained herein.

Sincerely,

JOHN A. NORWOOD
Norwood Associates, LLC
916-447-5053

Cc: Rick Fraites, Board Vice President
Jack Baker, Board Member
Michael Joly, Board Member
James Grossi, Board Member



**NORTH MARIN
WATER DISTRICT**

DRAFT

April 20, 2022

999 Rush Creek Place
P.O. Box 146
Novato, CA 94948-0146

John A. Norwood
President, California Pool & Spa Association
915L Street, Suite 1110
Sacramento, CA 95814-3705

PHONE
415-897-4133

EMAIL
info@nmwd.com

WEB
www.nmwd.com

**Re: North Marin Water District Emergency Water Conservation Ordinance No. 41
Swimming Pool Restrictions**

Dear Mr. Norwood:

Thank you for your letter dated March 28, 2022 (Attachment 1) requesting NMWD to reconsider its prohibition on the initial filling of swimming pools in the Novato Service Area for which an application for a building permit was made after July 1, 2021. The NMWD Board of Directors (NMWD Board) considered your request at their meeting on April 19, 2022 and has determined to make no substantive changes to the current water use restrictions now in place, including the prohibition on filling new swimming pools with potable water obtained from NMWD.

On March 16, 2021, at a duly noticed public hearing, the NMWD Board adopted Emergency Water Conservation Ordinance No. 41 for the Novato Service Area, thereby declaring a water shortage emergency and enacting the Novato Water Shortage Contingency Plan. On April 20, 2021, at a duly noticed public hearing, the NMWD Board further amended Ordinance No. 41 to enact several prohibitions on non-essential use under Stage 2 of the Novato Water Shortage Contingency Plan, which included a prohibition on refilling a completely drained swimming pool and/or initial filling of any swimming pool for which application for a building permit was made after July 1, 2021 (Attachment 2). No objections to the prohibition on filling swimming pools were raised at that time.

This is a severe three-year drought period. The majority of NMWD's water supply is imported from Sonoma County Water Agency (SCWA). For the second year in a row, SCWA is requiring that retail water customers reduce SCWA deliveries by at least 20% due to low storage levels in both Lake Sonoma (58% capacity) and Lake Mendocino (54% capacity). While the NMWD Board is sensitive to the economic impacts this prohibition may have on local pool builders, NMWD must continue to implement all Stage 2 actions contained in its Novato Water Shortage Contingency Plan to help mitigate continuing drought conditions and SCWA's reduction in wholesale water deliveries. Therefore, the prohibition on filling new swimming pools in the Novato Service Area will remain in effect.

Sincerely,

Drew McIntyre
General Manager

Cc: Bold Polisner Maddow Nelson and Judson

DM: tk

\\gm\2022 mactletter response to cpsa 4.2022_clean.docx

DIRECTORS: JACK BAKER · RICK FRAITES · JAMES GROSSI · MICHAEL JOLY · STEPHEN PETTERLE

OFFICERS: DREW MCINTYRE, General Manager · TERRIE KEHOE, District Secretary · JULIE BLUE, Auditor-Controller · TONY WILLIAMS, Asst. GM/Chief Engineer

EXHIBIT 2

**NORTH MARIN WATER DISTRICT
NOVATO SERVICE AREA
EMERGENCY WATER CONSERVATION ORDINANCE NO. 41**

Adopted March 16, 2021
Amended April 20, 2021
Amended October 19, 2021

Section 1. Declaration of a Water Shortage Emergency	2
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EMERGENCY WATER CONSERVATION ORDINANCE

ORDINANCE NO. 41

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

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

Section 1. Declaration of a Water Shortage Emergency

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

(a) A public hearing was held on March 16, 2021, on the matter of whether this Board of Directors should declare a water shortage emergency condition exists within the Novato water service area of this District which is served by Stafford Lake and the North Marin Aqueduct.

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

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

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

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

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

(g) On June 15, 2021, following a properly noticed and duly held public hearing at its regular meeting, the Board of Directors adopted the North Marin Water District Water Shortage Contingency Plan 2020 Update for the Greater Novato Service Area (2020 WSCP) and said Plan defines specific triggers for stages of action applicable to District customers. The specific triggers for stages of action vary and are determined based on advice and action of Sonoma County Water Agency regarding water supply conditions on the Russian River and in Lake Sonoma from which approximately eighty percent of the District's water supply for the Novato Service Area is delivered through the North Marin Aqueduct.

Section 2. Purpose and Authority

The purpose of this ordinance is to conserve the water supply of the District for the greatest public benefit with particular regard to public health, fire protection and domestic use, to conserve

water by reducing waste, and to the extent necessary by reason of the existing water shortage emergency condition to reduce water use fairly and equitably. This ordinance is adopted pursuant to Water Code Section 350 to and including 358, Section 375 to and including 378, and Section 31026 to and including 31029.

Section 3. Effect of Ordinance

This ordinance shall take effect on April 1, 2021, shall be effective only in the Novato Service Area, shall supersede and control over any other ordinance or regulation of the District in conflict herewith, and shall remain in effect until the Board of Directors declares by resolution that the water shortage emergency condition has ended. This ordinance, and all provisions contained herein, may be modified by resolution of the Board of Directors. If any provision of this ordinance, including the rules and regulations attached hereto and incorporated herein, or any part thereof, is for any reason held to be ultra vires, invalid, or unconstitutional, the remaining provisions of this ordinance shall not be affected, but shall remain in full force and effect, and to this end the provisions of this ordinance are severable.

Section 4. Suspension of New Connections to the Novato Service Area

- (a) Until the Board of Directors declares by resolution that the water shortage emergency condition has ended, the Board of Directors may determine by resolution that no new or enlarged connection shall be made to the District's water system except under certain conditions.
- (b) As provided for in Section 4(a) above, from July 1, 2021 until the Board of Directors by resolution declares that the water shortage has ended, which period is hereinafter referred to as the suspension period, no new or enlarged connection shall be made to the Greater Novato Service Area except the following:
 - (1) connection pursuant to the terms of connection agreements which prior to July 1, 2021, had been executed or had been authorized by the Board of Directors to be executed;
 - (2) connections of fire hydrants;
 - (3) connections of property previously supplied with water from a well which runs dry.
 - (4) connection of property for which the Applicant agrees to defer potable water irrigated landscape installation until after the suspension period.
- (c) During the suspension period applications for water service will be processed only if the Applicant acknowledges in writing that such processing shall be at the risk and expense of the Applicant and that if the application is approved in accordance with the District's regulations, such approval shall confer no right upon the Applicant or anyone else until the suspension period has expired, and that the Applicant releases the District from all claims of damage arising out of or in any manner connected with the suspension of connections.
- (d) Upon the expiration of the suspension period, the District will make connections to its water system in accordance with its regulations and the terms of connection agreements for all said applications approved during the suspension period. The water supply then available to the District will be apportioned equitably among all the customers then being served by the District without discrimination against services approved during the suspension period.
- (e) Nothing herein shall prohibit or restrict any modification, relocation or replacement of a connection to the District's system if the General Manager determines that the demand upon the District's water supply will not be increased thereby.

Section 5. Waste of Water Prohibited

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

(a) The washing of sidewalks, walkways, driveways, parking lots and other hard surfaced areas by direct hosing when runoff water directly flows to a gutter or storm drain, except as may be necessary to properly dispose of flammable or other dangerous liquids or substances, wash away spills that present a trip and fall hazard, or to prevent or eliminate materials dangerous to the public health and safety;

(b) The escape of water through breaks or leaks within the customers' plumbing or private distribution system for any substantial period of time within which such break or leak should reasonably have been discovered and corrected. It shall be presumed that a period of seventy-two (72) hours after the customer discovers such a break or leak or receives notice from the District, is a reasonable time within which to correct such break or leak, or, as a minimum, to stop the flow of water from such break or leak;

(c) Irrigation in a manner or to an extent which allows excessive run-off of water or unreasonable over-spray of the areas being watered. Every customer is deemed to have his/her water system under control at all times, to know the manner and extent of his/her water use and any run-off, and to employ available alternatives to apply irrigation water in a reasonably efficient manner;

(d) Washing cars, boats, trailers or other vehicles and machinery directly with a hose not equipped with a shutoff nozzle;

(e) Water for non-recycling decorative water fountains;

(f) Water for new non-recirculating conveyor car wash systems;

(g) Water for new non-recirculating industrial clothes wash systems;

(h) Water for single pass coolant systems;

(i) Potable water for outdoor landscaping during or within 48 hours of measurable rainfall;

(j) Potable water on ornamental turf in public street medians;

(k) Drinking water other than on request in eating or dining establishments; and

(l) Water for the daily laundering of towels and linens in hotels and motels without offering guests the option of choosing not to have daily laundering.

Section 6. Prohibition of Non-Essential Use of Water

(a) No water furnished by the District shall be used for any purpose declared to be non-essential by resolution of the Board of Directors and in accordance with the 2020 WSCP.

Stage 1 - Voluntary Stage (10% reduction). Achieve up to 10% reduction in water usage compared to the corresponding billing period in 2020 by: encouraging non-commercial washing of privately-owned motor vehicles, trailers and boats except from a bucket and except that a hose equipped with a shut off nozzle may be used for a quick rinse; requesting restaurants, hotels, cafes, cafeterias, bars or other public places where food or drink are served/purchased to serve water only upon request; promoting "navy showers" (e.g. turn on water to wet person or persons, turn off water, lather up, scrub, then turn on water for a quick rinse, then turn off shower with free push button showerhead control valves available to customers upon request); requesting hotel and motel operators to provide guests with the option of choosing not to have

towels and linens laundered daily; voluntary rationing; enforcing water waste prohibitions as defined in District Regulation 15, Section B; requesting customers to make conscious efforts to conserve water; encouraging private sector to use alternate sources; and encouraging night irrigation.

- (b) As provided for in Section 6(a) above, the following uses are declared to be non-essential from and after July 1, 2021, until such time as the Board determines by subsequent resolution that Stage 2 of the 2020 WSCP is no longer in effect:

Stage 2: Mandatory Stage (20% reduction)

- (1) Refilling a completely drained swimming pool and/or initial filling of any swimming pool for which application for a building permit was made after July 1, 2021;
- (2) Non-commercial washing of privately-owned motor vehicles, trailers and boats except from a bucket and except that a hose equipped with a shut off nozzle may be used for a quick rinse;
- (3) Any use of potable water from a fire hydrant except for fighting fire, human consumption, essential construction needs or use in connection with animals;
- (4) Watering of any lawn, garden landscaped area, tree, shrub or other plant except from:
 - a. A handheld hose equipped with an automatic shut-off nozzle;
 - b. A container;
 - c. A drip irrigation system; or
 - d. An overhead sprinkler irrigation system used more than three (3) days per week.
 - i. Odd numbered street addresses are authorized to irrigate using an overhead sprinkler irrigation system on Monday, Wednesday and Friday and even numbered street addresses are authorized to irrigate using an overhead sprinkler irrigation system on Tuesday, Thursday and Saturday provided that the customer maintains an overall 20% reduction in water use compared to the corresponding billing period in 2020 and properly operates the irrigation system in a non-wasteful manner between the hours of 7:00 p.m. and 9:00 a.m. the next day.
 - ii. Exemptions may be granted for irrigation of commercial or government owned recreational landscape areas provided a 20% reduction in water use compared to the corresponding billing period in 2020 is maintained.
 - iii. Customers using less than 300 gallons per day are permitted to water their landscapes without the required 20% reduction).
- (5) Use of potable water, soil compaction or backfill consolidation for dust control at construction sites or other locations; and

(6) Watering any portion of a golf course with potable or raw water except the tees and greens unless the customer can maintain a 25% reduction in water use as compared to 2020; and

(7) Failing to repair leaks within 48 hours.

Section 7. Variances

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

Section 8. Violations

(a) After the publication or posting of this ordinance as provided in Water Code Section 31027, it is a misdemeanor for any person to use or apply water received from the District contrary to or in violation of Section 5 or Section 6 of this ordinance. Pursuant to the authority provided in in Government Code section 53069.4, the District may impose administrative fines and penalties against any person found to be in violation of this ordinance. The purpose of the administrative fines and penalties assessed pursuant to this ordinance is to assure future compliance by customers through the imposition of increasingly significant fines and penalties so as to create a meaningful disincentive to commit future violations of the rules and regulations contained and referenced herein.

(b) If and when the District becomes aware of any violation of any provision of Section 5 or 6 of this ordinance, a verbal warning will be given, then if the violation continues or is repeated, a written notice shall be placed on the property where the violation occurred and mailed to the person who is regularly billed for the service where the violation occurs and to any other person known to the District who is responsible for the violation or its correction. Said notice shall describe the violation and order that it be corrected, cured and abated immediately or within such specified time as the General Manager determines is reasonable under the circumstances. If said order is not complied with, the District shall impose an administrative fine of not more than two hundred fifty dollars (\$250) for a first offense, and five hundred dollars (\$500) for a second offense, and may disconnect the service where the violation occurs.

(c) A fee of \$35 during normal business hours and \$60 during after-hours and weekends shall be paid for the first reconnection of any service disconnected pursuant to this ordinance during the suspension period. For each subsequent disconnection, the fee for reconnection shall be \$35 during normal business hours and \$60 during after-hours and weekends.

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

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

The owner or occupant of any land within the Novato water service area that is supplied with

water from a private well or with recycled water shall post and maintain in a conspicuous place thereon a sign furnished by the District giving public notice of such supply.

Section 10. Drought Surcharge

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

* * * * *

I hereby certify that the foregoing is a true and complete copy of an ordinance duly and regularly adopted by the Board of Directors of North Marin Water District at a regular meeting thereof held on March 16, 2021 and amended on October 19, 2021 by the following vote:

AYES:	Directors Baker, Fraites, Grossi, Joly, Petterle
NOES:	None
ABSENT:	None
ABSTAINED:	None



(SEAL)

Theresa Kehoe
District Secretary
North Marin Water District

14

MEMORANDUM

To: Board of Directors

April 15, 2022

From: Drew McIntyre, General Manager
Tony Williams, Assistant General Manager/Chief Engineer

Subject: Planning for Transition to In-Person Board Meetings

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RECOMMENDED ACTION: Discuss moving to in-person Board Meetings and consider scheduling the date for the first in-person meeting.**FINANCIAL IMPACT:** None at this time

Between April 2020 and September 2021, the Board held its monthly meeting virtually in accordance with Governor Newsom's Executive Order that temporarily modified the Brown Act's legislative body teleconference meeting requirements. When that Order expired at the end of September 2021, the Board continued to meet virtually as allowed by AB361 that went into effect on October 1, 2022. The virtual meeting authorization in AB361 can be utilized through January 1, 2024, if certain conditions are met.

As long as Governor Newsom's proclaimed State of Emergency remains in effect, the Board can decide to meet virtually by making the following findings:

- 1) The Marin County Director of Health and Human Services recommends social distancing in order to minimize the spread of COVID-19 during indoor, public meetings, and the Agency cannot guarantee the appropriate public distancing in the Boardroom ; and
- 2) The Board meetings will be conducted remotely to ensure the health and safety of the public while providing access to its meetings.

As stated at the April 5, 2022 Board meeting, most of the local public agencies surveyed are still having their meetings virtually, as we are. There is, however, some recent movement in transitioning back to in-person meetings or a hybrid version thereof. It is my opinion that we should still be cautious and allow more time to pass before moving to in-person meetings. In addition, as long as the social distancing recommendation is still in place, the small size of our Board meeting room makes it impossible to provide social distancing for the five Board members, six staff members and any public. That said, it is possible to transition to a hybrid meeting format where the Board and some key staff could meet in-person and the public (with

other staff members) attending virtually. In the near term, the Board has approved remote meetings through the regular meeting on May 3rd. It is appropriate to check-in with the Board about its interest to transition to in-person meetings in the NMWD Boardroom. Some potential options are outlined as follows assuming compliance with six-foot social distancing recommendations:

Option 1 (Recommended) – Continue to hold remote (i.e. teleconference) meetings through the scheduled rate hearings in June and then implement hybrid meetings (Board and some staff in-person, all others remote via audible connection).

Option 2 - Direct staff to develop a plan to implement hybrid meetings starting the meeting of June 7th. As with Option 1, the hybrid meeting would consist of only Board members and select staff in-person with other staff and public attending remotely via audible connection.

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**North Bay Water Reuse Authority
Board of Directors Meeting
March 28, 2022**

1. Call to Order

Chair Rabbitt called the meeting to order at 9:32 a.m. on Monday, March 28, 2022. Due to Shelter in Place Orders, this meeting was a Zoom only meeting. Meeting participants and the public participated via the following link: <https://us02web.zoom/j/86196358760>.

2. Roll Call

PRESENT:	David Rabbitt, Chair	Sonoma Water
	Jack Gibson, Vice Chair	Marin Municipal Water District
	Brian Barnacle	City of Petaluma
	Susan Gorin	Sonoma Valley County Sanitation District
	Sandeep Karkal	Novato Sanitary District
	Drew McIntyre	North Marin Water District
	Ron Ford	Las Gallinas Valley Sanitary District
	Belia Ramos	Napa County
	Scott Sedgley	Napa Sanitation District
	Pierre Washington	City of American Canyon

ABSENT: Marin County
TAC members filled in for Novato Sanitary District and North Marin Water District.

OTHERS

PRESENT:	Chuck Weir, Program Manager	Weir Technical Services
	Kevin Booker	Sonoma Water
	Christopher Bolt	City of Petaluma
	Pat Costello	City of Napa
	Brad Elliott	Sonoma Water
	Jason Farnsworth	City of Petaluma
	Akin Fayehun	City of Petaluma
	Rene Guillen	Brown & Caldwell
	Tim Healy	Napa Sanitation District
	Dale McDonald	Las Gallinas Valley Sanitary District
	Mark Millan	Data Instincts
	Carmen Morales	Sonoma Water
	Jim O'Toole	ESA
	Mike Savage	Data Instincts
	Paul Sellier	Marin Municipal Water District
	Dawn Taffler	Kennedy Jenks Consultants
	Richard Thomasser	Napa County

3. Public Comments

There were no members of the public.

4. Introductions

Introductions were not made.

5. Board Meeting Minutes of February 28, 2022

On a motion by Vice Chair Gibson, seconded by Director Ford, the minutes of the February 28, 2022, meeting were unanimously approved by the Board by a roll call vote.

6. Report from the Chair

Chair Rabbitt noted that there were reports from the Technical Advisory Committee, Item No. 6.a and the Consultant Progress Reports, Item No. 6.b as part of his report. He stated that action items for the Board included Item No. 10, FY2021/22 Budget Modification to Provide Funding for Consultants through June 30, 2022. This was an information item only requiring no action by the Board.

6.a Report from the Technical Advisory Committee

TAC Chair Healy provided a summary of the March 3, 2022 TAC meetings. The TAC reviewed a budget modification for FY2021/22 in the amount of \$49,700 to provide funding for the consultants through June 30, 2022. This item is considered separately in Agenda Item No. 10.

The TAC also continued its discussion of FY2022/22 resilience arena projects and directed the consultant team to develop more detailed scopes to be considered at the April 7, 2022 TAC meeting for the following items:

- Recycled water – completing EIR/EIS and related tasks – estimated at \$205,000
- DCP follow up study estimated at \$50,000
- Sea Level Rise Adaptation estimated at \$50,000

6.b Consultant Progress Reports

The consultant progress reports were included in the packet. This was an information item requiring no action by the Board.

7. Declaration of a State of Emergency pursuant to AB361 due to COVID-19 to Continue Remote Meetings Until the State of Emergency is Rescinded or Until January 1, 2024, Whichever Occurs First

The Board discussed the issue of remote meetings and agreed that remote meetings are preferable as attendees do not have to spend time driving to the meeting and it reduces the carbon footprint of the meetings. On a motion by Director Gorin, seconded by Vice Chair Gibson, to approve the Declaration of a State of Emergency pursuant to AB361 due to COVID-19 to Continue Remote Meetings Until the State of Emergency is Rescinded or Until January 1, 2024, Whichever Occurs First was unanimously approved by a roll call vote.

8. Board Policy to Conduct All Future Board Meetings Via Zoom to Reduce its Carbon footprint and to Reduce Staff and Consultant Travel Costs

The Board discussed the merits of the policy and the desire of the Board to comply with the Brown Act. The Brown Act allows for Board members to attend meetings remotely, but the address for the meeting must be published. One legal interpretation is that the Zoom internet address satisfies that requirement. Following discussion, it was agreed to delete the word “all” from the policy and to ask Sonoma County Counsel for a legal opinion to be reported at the next meeting. A motion by Vice Chair Gibson, seconded by Director Gorin, to approve a Board Policy to Conduct Future Board Meetings Via Zoom to Reduce its Carbon Footprint and to Reduce Staff and Consultant Travel Costs was unanimously approved by a roll call vote.

9. Financial Reports for Fiscal Year Ending June 30, 2022.

The Board reviewed the financial reports and noted that expenses were tracking normally and that funds for the consultants were running low and would be addressed by Agenda Item No. 10. This was an information item only, requiring no action by the Board.

10. FY2021/22 Budget Modification to Provide Funding for Consultants through June 30, 2022

This item was reviewed and recommended by the TAC. A motion by Director Gorin, seconded by Vice Chair Gibson, to approve a FY2021/22 Budget modification to provide funding for consultants through June 30, 2022 was unanimously approved by a roll call vote.

11. Phase 1: Status of Reconciliation and Closeout Activities

Brad Elliott, Sonoma Water Grants Manager, gave an update on the reconciliation and close out activities for Phase 1. He noted that a final Reimbursement Request Memo, for approximately \$800,000, dated February 16, 2022, was recently submitted to USBR to officially close out the Title XVI funding agreement. The submittal included a Federal Financial Report, Final Project Report, Project Descriptions, and Maps and Photos for the 12 sub-projects. Once the funding is received, it will be allocated to the Phase 1 agencies and then the reconciliation process can begin. Director Ford thanked Brad Elliott and Mike Cortez from Las Gallinas Valley Sanitary for their efforts in this matter.

12. Status of Phase 2

Brad Elliott discussed the recent application to USBR for Title XVI in the amount of \$6.9 million for three City of Petaluma projects. He stated that a response from USBR is expected this spring.

13. Items for the Next Agenda

Items for the next Agenda include a report and recommendations from the TAC, regular reports, Phase 1 and Phase 2 Status Reports, and the FY2022/23 Budget including recommended resilience arena projects. Grant Davis suggested that the Board also receive a report on all funding that has been received by North Bay agencies from all sources in an effort to document the success of collaboration by the NBWRA Agencies. Board members agreed with this recommendation.

14. Comments from the Chair, Board, and Member Agencies.

Director Ford stated that he was happy to be joining such a great group of recycled water proponents.

15. Adjournment

Chair Rabbitt adjourned the meeting at 9:59 a.m. The next meeting will be Monday, April 25, 2022, at 9:30 a.m. via Zoom.

Minutes approved by the Board _____.

Charles V. Weir
Program Manager

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DISBURSEMENTS - DATED APRIL 7, 2022

Date Prepared 4/4/22



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
90473*	US Bank Card	Photo Book (\$62), Canopies for District Patio (\$504) & Fiber Cables/Connectors Needed for Wood Hollow Move (3) (\$5,205)	\$5,771.13
1	Airgas USA LLC	Replacement Welder	5,600.00
2	All Star Rents	Propane (5 gal)	19.91
3	AT&T	Telephone (\$69), Fax (\$56), Leased Lines (\$142) & Data (\$254)	520.92
4	Aztec Container	Shipping Containers for Material Storage (2)	9,833.96
5	Backflow Distributors	Parts for Backflow	104.23
6	Bao, Xuping	Novato "Cash for Grass" Rebate Program	481.00
7	Bay Alarm Company	Quarterly Fire Alarm Monitoring Fee (STP) (4/1/22-7/1/22)	338.19
8	Bay Area Crane Services, Inc.	Crane Services to Remove Old Sodium Chlorite Tank @ STP	600.00
9	Bearings & Hydraulics	Pulleys for STP Sand Pumps	109.01
10	Boucher Law, PC	December Labor & Law Employment Matters	2,050.00
11	Buck's Saw Service	Weed Wacker Repair (\$76) & Chain Saw Blades (\$62)	137.71
12	Charles Custom Welding	Welding Services @ Deer Island RWF	500.00
13	Coast Counties Peterbilt	Service Parts ('15 F250-\$522 & '15 F250-\$424)	945.56
14	Core & Main	Tees (4) (\$157), Couplings (64) (\$5,504), Spools (6) (\$1,549), Nuts (1,000) (\$705), Nipples (41) (\$464), Gaskets (50) (\$466), Clamps (60) (\$488), Box Lids (20) (\$998) & Meter Stops (4) (\$369)	10,702.28
15	Cresco Equipment Rentals	Pavement Breakers for Jack Hammers (3)	199.26

Seq	Payable To	For	Amount
16	Digital Prints & Imaging	Vellum (Lab)	178.73
17	Electrical Equipment Co	Motor Saver (Front Office HVAC) (\$166) & Parts for Gallagher Well #2 (\$26,241)	26,407.42
18	FedEx Freight	Holding Fee (Enclosures for Variance Frequency Drives for High Service Pumps @ STP)	130.00
19	Ferguson Waterworks	AMI Retrofit Antenna (\$339) & Copper Pipe (200') (\$2,103)	2,441.50
20	Fisher Scientific	Syringe Filter (\$155) & Sodium Hydroxide	185.89
21	Grainger	Miscellaneous Maintenance Tools & Supplies	1,174.04
22	Gray, Frances	Refund Overpayment on Open Account	1,799.81
23	HERC Rentals Inc.	Excavator Rental (3 Days) (Bridge Road)	945.53
24	Kiosk Creative LLC	Public Outreach Support	437.50
25	McMaster-Carr Supply Co	Pipe Fittings (2) (\$55), Valves (2) (\$74), Pipe Nipples (4), Gasket Maker Sealant (\$50), Syringe & Beaker	251.33
26	Noll & Tam Architects	Prog Pymt#12: Provide NMWD Headquarters Upgrade A/E Services (Balance Remaining on Contract \$93,253)	22,703.25
27	NSI Solutions, Inc.	Lab Testing	796.00
28	Office Depot	Misc Office Supplies	340.93
29	O'Reilly Auto Parts	Light Sockets (4) (\$117) & Brake Cleaner for Fleet (\$73)	190.06
30	Pace Supply	Restrained Flanges (2) (\$1,017), Bushings (20) (\$81) & Bell Restrainers (4) (\$791)	1,888.42
31	Parihk, Kim	Novato "Hot Water Recirculation System" Rebate Program	100.00
32	Perry's Novato LLC	Refund Excess Advance over Actual Construction Job Costs-Perry's Restaurant	4,036.64
33	Peterson Trucks	Air Filter ('02 5yd Dump Truck)	104.42
34	Pipette.com	Pipette Calibration & Maintenance (Lab)	169.00

Seq	Payable To	For	Amount
35	Pollard Water	Pipe Puller	392.50
36	Spurlock, Michael G.	Novato "Smart Irrigation Controller" (\$120), "Water Smart Landscape Efficiency" Residential (\$200) & "Cash for Grass" Rebate Programs (\$800)	1,119.99
37	Staples Business Credit	Misc Office Supplies	452.57
38	Vaillant, Jeffrey	Novato "Cash for Grass" Rebate Program	800.00
39	Verizon Wireless	Cellular Charges: Data (\$1,322), Airtime (\$57) & iPads for Asset Management (\$200)	1,579.46
40	VWR International LLC	Standard Solutions (\$89), Potassium Hydroxide, Filter Paper (\$175), Bottles (36) (\$98), Medium, Bottle Wash, Calibration Bottle & Alcohol Reagent (\$57) (Lab)	635.63
41	Winzer Corporation	Misc Hardware for Auto Shop	456.30
42	West Yost Associates	Prog Pymt#6: Provide Local Water Supply Enhancement Study (Balance Remaining on Contract \$29,603)	49,134.90
TOTAL DISBURSEMENTS			<u>\$156,764.98</u>

The foregoing payroll and accounts payable vouchers totaling \$156,764.98 are hereby approved and authorized for payment.

	<u>04/05/2022</u>
Auditor-Controller	Date
	<u>4/5/2022</u>
General Manager	Date

DISBURSEMENTS - DATED APRIL 14, 2022

Date Prepared 4/11/22

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 3/31/22	\$161,339.62
90474*	Internal Revenue Service	Federal & FICA Taxes PPE 3/31/22	72,963.55
90475*	State of California	State Taxes & SDI PPE 3/31/22	16,041.26
90476*	CalPERS	Pension Contribution PPE 3/31/22	43,198.66
1	Allied Mechanical	HVAC Maintenance (\$430) & Repair (\$700) (Front Office)	1,129.51
2	Alpha Analytical Labs	Water Quality Monitoring (Novato & Pt Reyes)	235.00
3	Amaya, Francisco	Refund Overpayment on Closed Account	31.32
4	Arrow Benefits Group	March 2022 Dental Claims Expense	1,693.18
5	Bay Area Barricade Service	Tag for Fire Service (\$594), Marking Paint (\$172) & Spray Chalk (\$303)	1,069.48
6	BMI Imaging Systems, Inc.	Prog Pymt#2: Document Scanning (Balance Remaining on Contract \$40,940)	7,468.56
7	DataTree	March Subscription to Parcel Data Info	100.00
8	Direct Line Inc	April Telephone Answering Service	204.00
9	Ditch Witch West	Deflector for Vac	129.23
10	Fiserv/Bastogne Inc.	Replacement Payment-Original Lost in Mail (Return Payment-Not Our Customer)	351.23
11	Freyer & Laureta, Inc.	Prog Pymt#6: Engineering & Design Services for NMWD Hydropneumatic Pressure Stations (Balance Remaining on Contract \$52,787)	1,080.00
12	Friedman's Home Improvement	Drill for E/M (\$152), Parts for Black Pt Tank (\$70), Parts for Meter Shop (\$371) & Tools & Supplies for E/M (\$362)	955.55

Seq	Payable To	For	Amount
13	Arthur J. Gallagher & Co	FY22 Property, Excess Liability, Public Official Error & Omissions, Employee Fidelity & Auto Physical Damages (4/1/22-3/31/23)	181,730.00
14	Grainger	Emergency Eyewash Station (\$884) (OM Treatment Bldg) & Miscellaneous Maintenance Tools & Supplies (\$2,049)	2,932.88
15	Gunnell, Paula	Refund Overpayment on Open Account	249.36
16	Kane, Shawn	Exp Reimb: Food for CPR Class	42.95
17	Kennedy, J	Refund Overpayment on Open Account	1,465.60
18	Department of Labor and Industries Washington	Quarterly Fee for WA Worker's Comp Insurance for Employee Working Remotely (1/1/22-3/31/22)	24.40
19	Lincoln Life Employer Serv	Deferred Compensation PPE 3/31/22	15,605.81
20	Marin Landscape Materials	Fill Sand (11 yds) (\$518) (Office/Yard Refurbish) & Quik Mix (84 sacks) (\$674)	1,192.82
21	Marin County Ford	Service Parts ('17 F350-\$589, '20 F250-\$150, '14 F150-\$103, '12 F250-\$955 & '19 F150-\$59)	1,856.44
22	Nationwide Retirement Solution	Deferred Compensation PPE 3/31/22	1,195.00
23	North Marin Auto Parts	O' Rings, Service Parts ('17 Ram 2500-\$82, '10 F150-\$128 & '09 Peterbilt Crew-\$130), Rags for Construction (60 lbs) (\$127) & Degreaser for Shop (2) (\$64)	534.10
24	North Bay Gas	Wire & Gas for Welding (\$205) & March Cylinder Rental (\$113)	317.85
25	Novato Builders Supply	Lumber (\$299) & Shelving (\$474) (STP)	773.21
26	Novato Chamber of Commerce	Leadership Sponsor	250.00
27	Office Depot	Misc Office Supplies	461.03
28	Pace Supply	Parts ('13 Excavator & Trailer)	85.65
29	Pearlman, Avram	Exp Reimb: February-March 2022 Mileage	145.37
30	Pacific Gas & Electric Co	Power: Bldgs/Yard (\$4,521), Other (\$203), Pumping (\$32,620), Rect/Controls (\$571) & Treatment (\$99)	38,014.99

Seq	Payable To	For	Amount
31	Pollard Water	Pipe Plugs (20)	194.22
32	Pump Repair Service	Cost for Materials, Labor to Remove, Rebuild & Reinstall San Marin P2	24,217.31
33	Ralph Andersen & Associates	Prog Pymt#2: Recruitment of Assistant General Manager/Chief Engineer (Balance Remaining on Contract \$11,550)	7,725.00
34	Recology Sonoma Marin	March Trash Removal	571.16
35	Soiland Co., Inc.	Rock (32 yds)	1,011.04
36	State Water Resources Control	T4 License Renewal (Garrett) (\$105) & Application/Exam Fee for T4 (Simpson) (\$130)	235.00
37	Syar Industries Inc	EZ Street Asphalt (6 tons)	958.17
38	United Parcel Service	Delivery Services: Sent Granular Activated Carbon from STP, Backflow Test Kit for Calibration & Variable Frequency Drives for Tanks Mixer (STP)	41.35
39	Univar	Sodium Hypochlorite (PRTP)	153.82
40	Verizon Wireless	March SCADA & AMI Collectors (\$650)	810.84
41	Volvo Construction Equipment	Service Parts ('10 Ingersoll Rand Compressor-\$398, '12 Ingersoll Rand Compressor-\$47, '10 Ingersoll Rand Compressor-\$47 & '12 Compressor-\$398)	890.70
TOTAL DISBURSEMENTS			<u>\$591,676.22</u>

The foregoing payroll and accounts payable vouchers totaling \$591,676.22 are hereby approved and authorized for payment.


Auditor-Controller

04/12/2022
Date


General Manager

4/12/2022
Date

NMWD leader to step down after 24 years

RETIRES MAY 4

Marin Independent Journal

By Will Houston

whouston@marinij.com

The head of the North Marin Water District is set to retire next month after working nearly a quarter century with the agency.

Drew McIntyre, 64, plans to exit on May 4 after five years as the general manager, two years as assistant general manager and 17 years as the chief engineer. McIntyre is the district's fourth general manager in its 70-year history.

The district supplies water to nearly 63,000 residents in the greater Novato area and parts of West Marin. In McIntyre's time as general manager, the district completed or laid the groundwork for several projects to bolster water supplies and conservation efforts. It also recently began the process of finding new sources of water to weather droughts.

After a 40-year career in the water and wastewater field, McIntyre said he has no plans to work. He said he will remain in Novato with his wife Michelle.

"I've been proud to work with the district," McIntyre said Wednesday. "It's been incredibly rewarding to both live and work in a local community. I'm happy to be staying here and continue to be a customer of this water district."

While McIntyre was general manager, the district completed the installation of "smart" meters in Novato that can track real-time water use of customers, replacing the need for staff to personally read water meters and allowing the district to detect leaks more quickly.



Drew McIntyre, general manager of North Marin Water District, stands along Novato Creek in 2018.
ROBERT TONG — MARIN INDEPENDENT JOURNAL, FILE

McIntyre said he has also been proud to expand the district's recycled water system, the utility's largest capital project in recent history and one that he has worked on since his time as chief engineer. The recycled water system has cut the demand on the district's potable water supply by 10%.

The district is also set to begin drilling a new well for its West Marin service area, where about 1,800 residents rely on district well water. The new well at Gallagher Ranch near Point Reyes Station has been years in the making and will provide a source of water unaffected by worsening saltwater contamination at some of the district's other wells.

At a regional level, McIntyre was the chair of Sonoma Water's technical advisory committee for five years. Sonoma Water supplies about 75% of Novato's water and 25% in central and southern Marin.

Grant Davis, general manager of Sonoma Water and former director of the California Department of Water Resources, said McIntyre was instrumental in continuing the work of his predecessor, Chris DeGabriele, and brought a wealth of institutional knowledge to the region.

McIntyre's experience in working through droughts has also helped inform an upcoming report on new potential water sources in the North Bay.

"One could say that Drew McIntyre is one of the deans of the delegation for water in the North Bay," Davis said. "He's left a very positive mark on this region over the years and should be very proud of what he's accomplished. And we're going to miss him."

Other colleagues in the district gave McIntyre high praise this week.

“You’ve been practically flawless if not flawless in your leadership,” Rick Fraites, a 19-year member of the utility’s board, said at the board’s meeting on Tuesday.

McIntyre’s annual salary is \$248,580. The district’s assistant general manager, Tony Williams, will run the utility after McIntyre departs.

Williams, who turns 57 next week, has been assistant general manager since October 2020. He has had a 26-year engineering career in the public and private sectors as well as in military service.

Williams previously worked as a civil engineer and assistant director of the Marin County Public Works Department and as a civil engineer for Novato. Before that, he was an engineer in the private sector, for the U.S. Army Corps of Engineers and during his service in the U.S. Navy.

Williams said he plans to focus on repairing or replacing aging pipes and storage tanks that are nearing the end of their service life. He will also be leading the agency as it explores new sources of water, including increasing storage capacity at Stafford Lake and collaborating with Sonoma Water on projects such as groundwater banking.

“I’m very fortunate to have worked with Drew and learned from him in the last year and a half since I’ve been here,” said Williams, a Novato resident. “I’ve known him since 2014 or so. It’s going to be a tough act to follow as far as his capabilities and demeanor.”

The board is set to consider a contract with Williams at its meeting on April 19.

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Friday, 04/08/2022 Page .A03

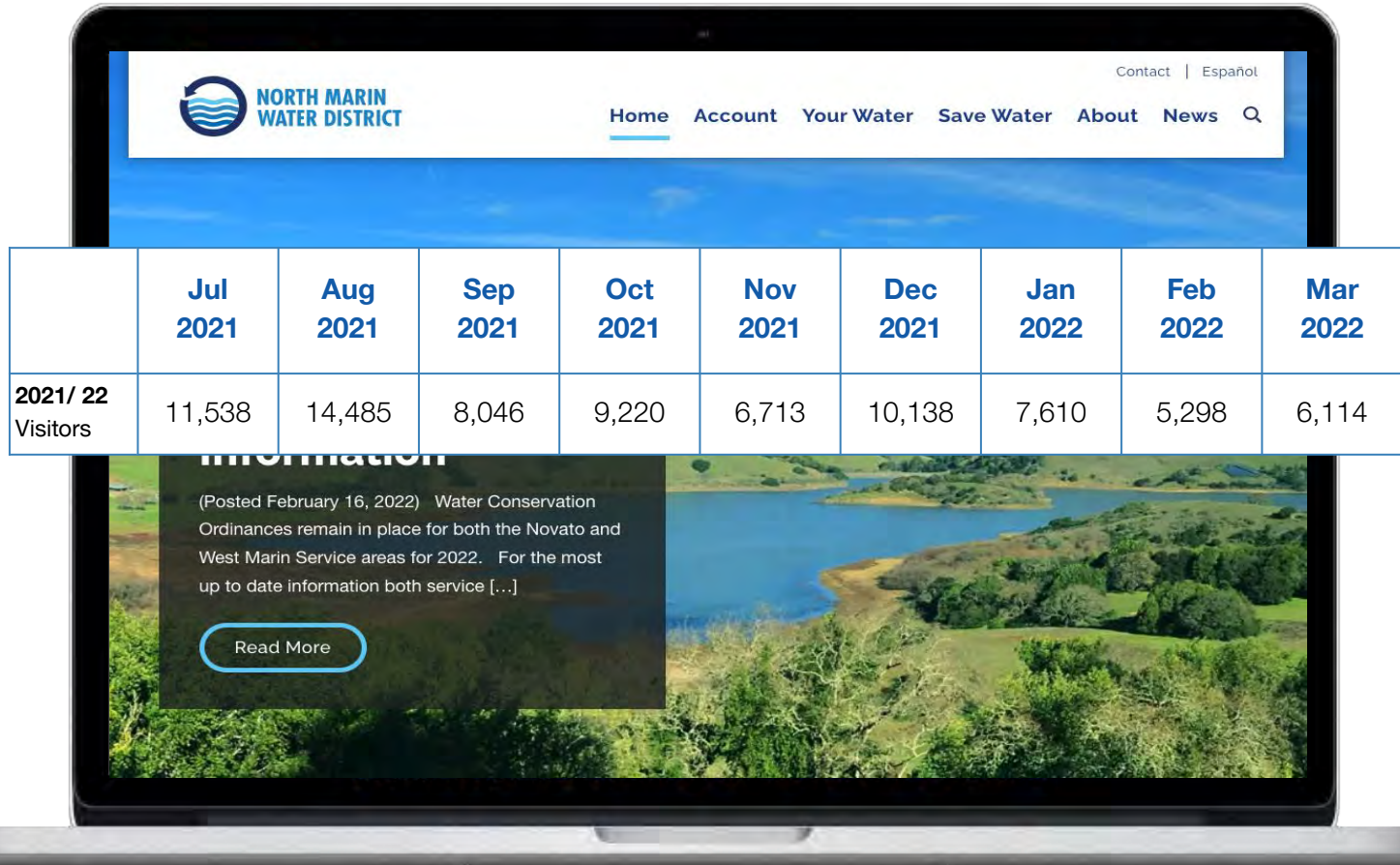


**NORTH MARIN
WATER DISTRICT**




Web & Social Media Report

March 2022

Website Statistics



Social Media Followers

	Jul-2021	Aug-2021	Sep-2021	Oct-2021	Nov-2021	Dec-2021	Jan-2022	Feb-2022	Mar-2022
 Facebook Followers	1,181	1,191	1,291	1,313	1,338	1,376	1,454	1,510	1,571
 Twitter Followers	44	52	57	61	63	65	66	66	69
 Instagram Followers	536	549	573	593	599	611	618	630	638



NMWD Most Visited Pages

Pages	Unique Pageviews	% of Total
Home	3,326	28.84%
Online Billing	2,075	19.43%
Watersmart	1,186	11.11%
Weather & Production Statistics	377	3.28%
Contact	220	1.82%
Drought is Here, Save Water.	204	1.72%
Save Water Outdoors	185	1.61%
Novato Water	185	1.61%
About NMWD	150	1.57%

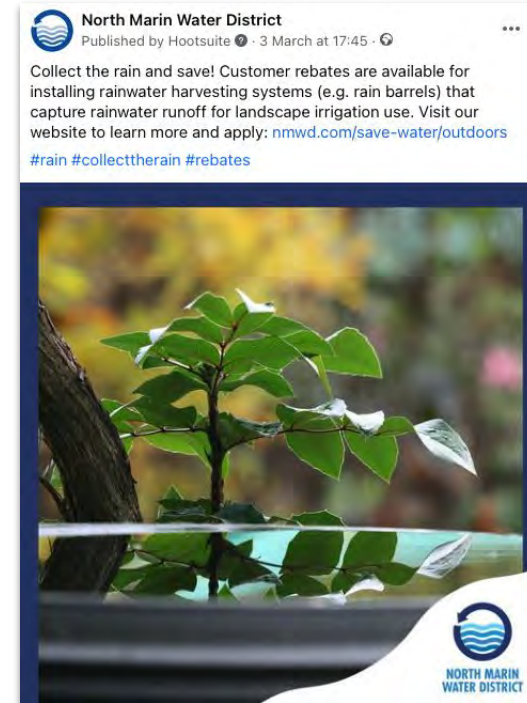




March Social Media Highlights | Facebook



181 people reached | 3 engagements



196 people reached | 10 engagements

Engagements include likes, reactions, clicks and comments





March Social Media Highlights | Facebook



1011 people reached | 117 engagements

Engagements include likes, reactions, clicks and comments



479 people reached | 56 engagements



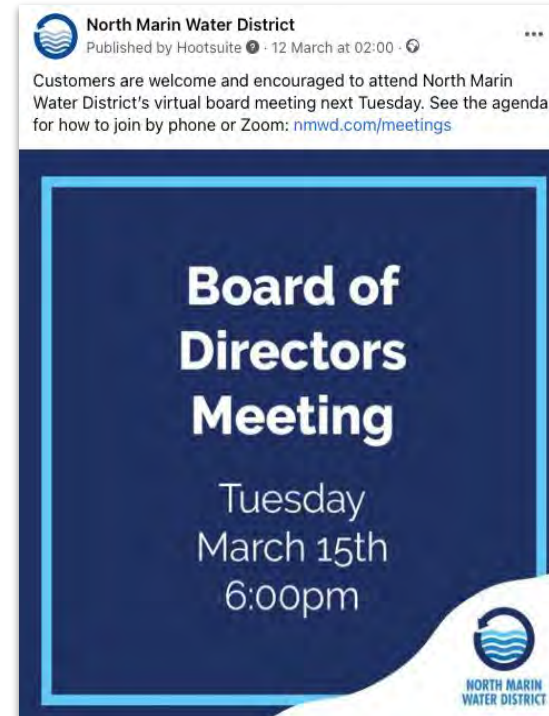


March Social Media Highlights | Facebook



144 people reached | 2 engagements

Engagements include likes, reactions, clicks and comments



144 people reached | 2 engagements



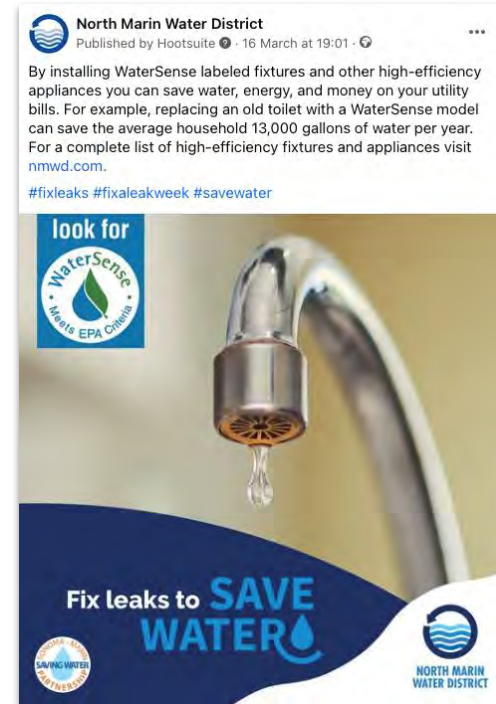


March Social Media Highlights | Facebook



151 people reached | 9 engagements

Engagements include likes, reactions, clicks and comments

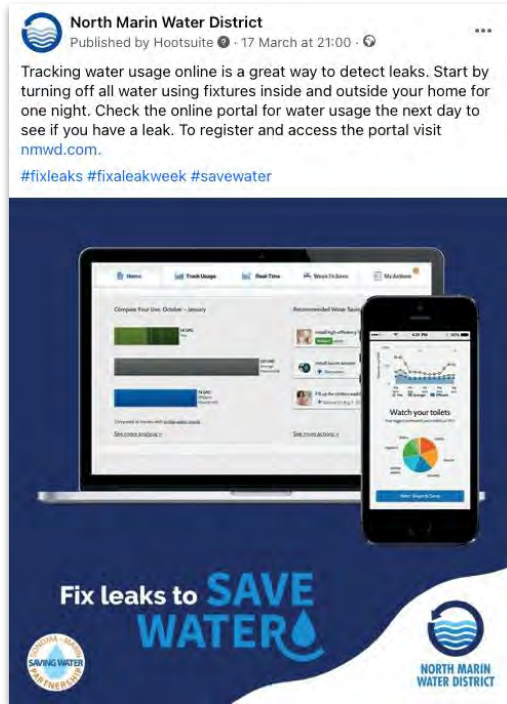


82 people reached | 2 engagements



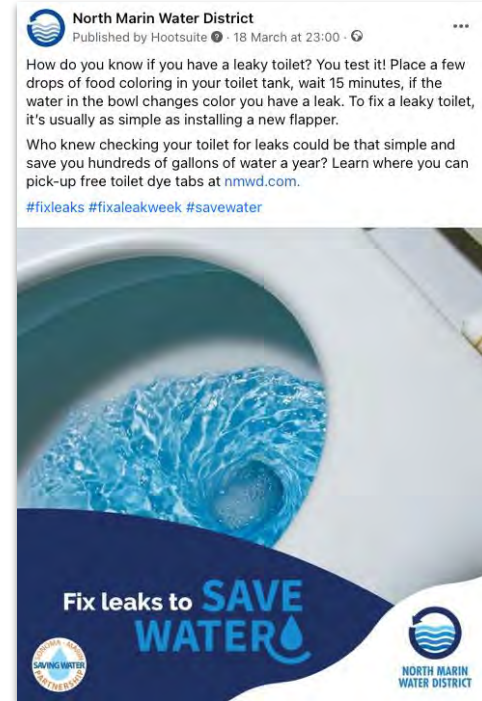


March Social Media Highlights | Facebook



77 people reached | 1 engagement

Engagements include likes, reactions, clicks and comments

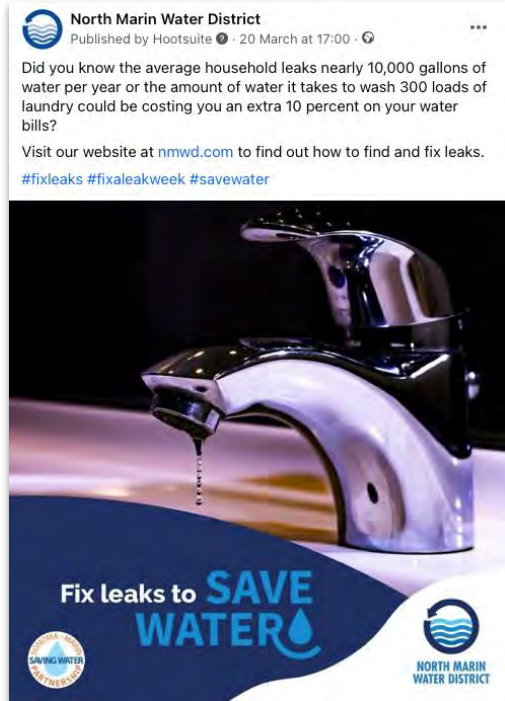


81 people reached | 0 engagement





March Social Media Highlights | Facebook



87 people reached | 0 engagement

Engagements include likes, reactions, clicks and comments



340 people reached | 10 engagements





March Social Media Highlights | Facebook



340 people reached | 10 engagements



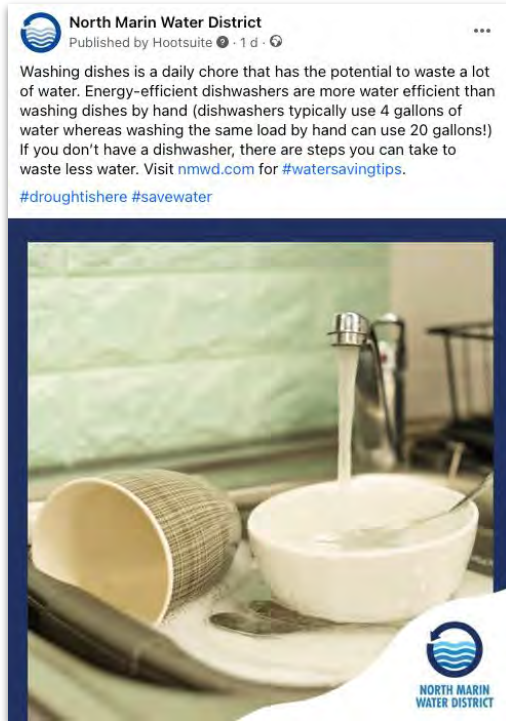
1547 people reached | 365 engagements

Engagements include likes, reactions, clicks and comments

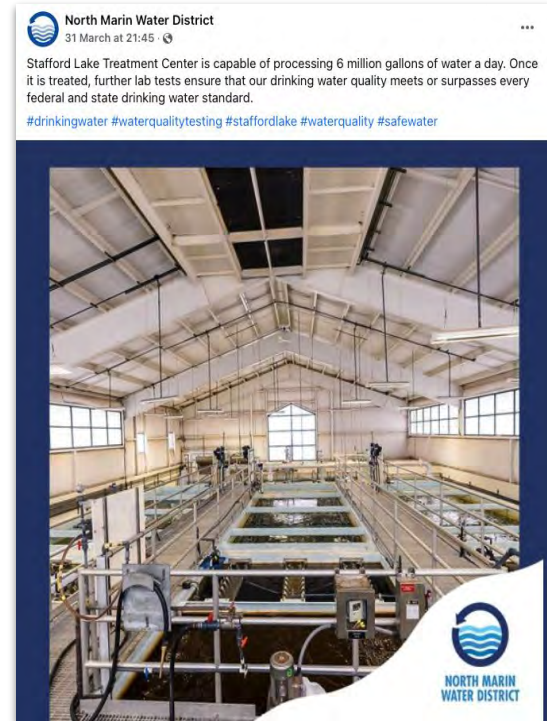




March Social Media Highlights | Facebook



207 people reached | 13 engagements



141 people reached | 4 engagements

Engagements include likes, reactions, clicks and comments





March Social Media Highlights | Twitter





March Social Media Highlights | Twitter





March Social Media Highlights | Twitter





March Social Media Highlights | Twitter

 **North Marin Water District** @NorthMarinWater · Mar 14

Think you have a leak? Examine your January and February water bills. You can also look for spikes—is your water use a lot higher this month than it was last month? Learn more about your water bill at nmwd.com.

[#fixleaks](#) [#fixaleakweek](#) [#savewater](#)



 **North Marin Water District** @NorthMarinWater · Mar 16

By installing WaterSense labeled fixtures and other high-efficiency appliances you can save water, energy, and money on your utility bills. For a complete list of high-efficiency fixtures and appliances visit nmwd.com.

[#fixleaks](#) [#fixaleakweek](#) [#savewater](#)





March Social Media Highlights | Twitter



North Marin Water District @NorthMarinWater · Mar 17

Track your water usage online to detect leaks. Start by turning off all your inside and outside water fixtures overnight. Then check the online portal for water usage the next day to see if you have a leak. To register and access the portal visit nmwd.com.



North Marin Water District @NorthMarinWater · Mar 18

How do you know if you have a leaky toilet? You test it! To fix a leaky toilet, it's usually as simple as installing a new flapper. Learn where you can pick-up free toilet dye tabs at nmwd.com.

[#fixleaks](#) [#fixaleakweek](#) [#savewater](#)





March Social Media Highlights | Twitter



North Marin Water District @NorthMarinWater · Mar 20

Did you know the average household leaks nearly 10,000 gallons of water per year or the amount of water it takes to wash 300 loads of laundry could be costing you 10% on your water bills? Visit our website at nmwd.com to find out how to find and fix leaks.



North Marin Water District @NorthMarinWater · Mar 21

If you think about turning on your irrigation system, remember that drought prohibitions remain in effect and Novato customers are only allowed to use overhead or above ground irrigation up to three days per week. Visit NMWD.com/drought for more information. #savewater





March Social Media Highlights | Twitter



North Marin Water District @NorthMarinWater · Mar 22

...

Today is World Water Day. Did you know there are over 2 billion people who don't have access to clean drinking water around the world? Take action today to save water in your household or business. Visit [NMWD.com](https://www.nmwd.com) for ideas. [#everydropcounts](#) [#worldwaterday](#)



North Marin Water District @NorthMarinWater · Mar 25

...

As a North Marin Water District employee Jeff Corda has been recognized by the AWWA's annual Operator's Meritorious Service Awards for his commitment to maintaining public health standards and other actions consistent with delivering outstanding public service. Congratulations!





March Social Media Highlights | Twitter



North Marin Water District @NorthMarinWater · Mar 29

Washing dishes is a daily chore that can waste a lot of water. Energy-efficient dishwashers are more water efficient than washing dishes by hand. If you don't have a dishwasher, there are steps you can take to waste less water. Visit nmwd.com for [#watersavingtips](#).



North Marin Water District @NorthMarinWater · Mar 31

Stafford Lake Treatment Center is capable of processing 6 million gallons of water a day. Once it is treated, further lab tests ensure that our drinking water quality meets or surpasses every federal and state drinking water standard. [#drinkingwater](#) [#staffordlake](#) [#waterquality](#)





March Social Media Highlights | Instagram



1 like



9 likes





March Social Media Highlights | Instagram



15 likes

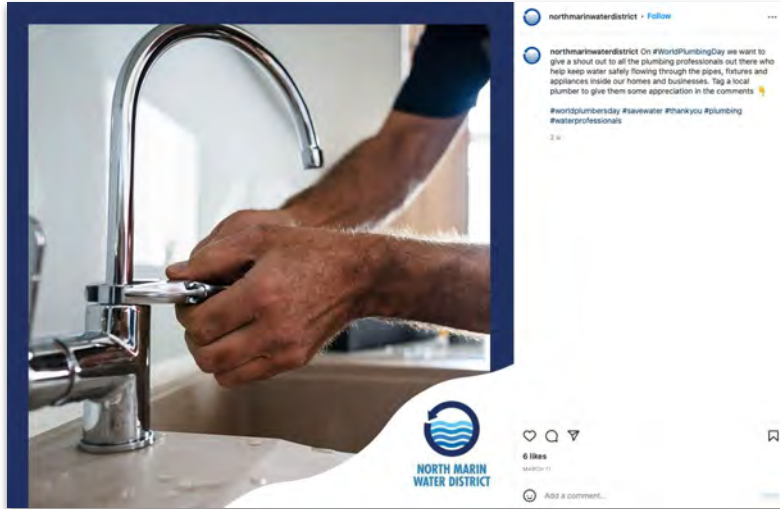


20 likes





March Social Media Highlights | Instagram



6 likes



3 likes

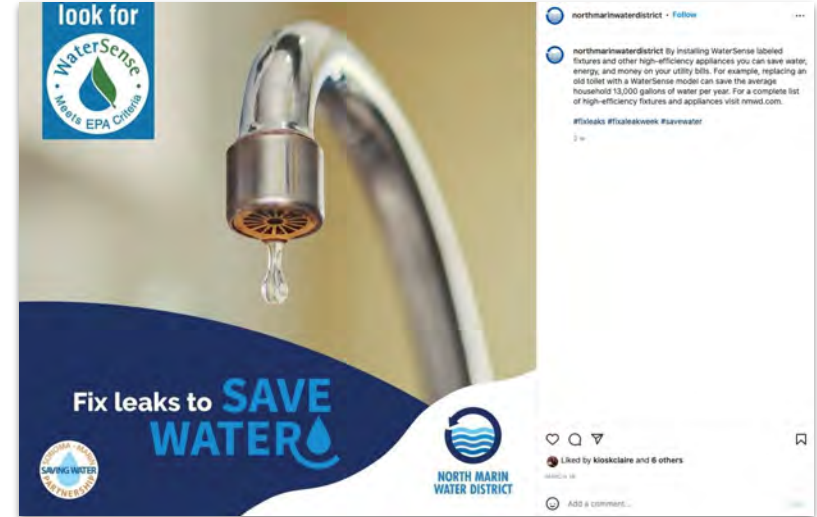




March Social Media Highlights | Instagram



9 likes

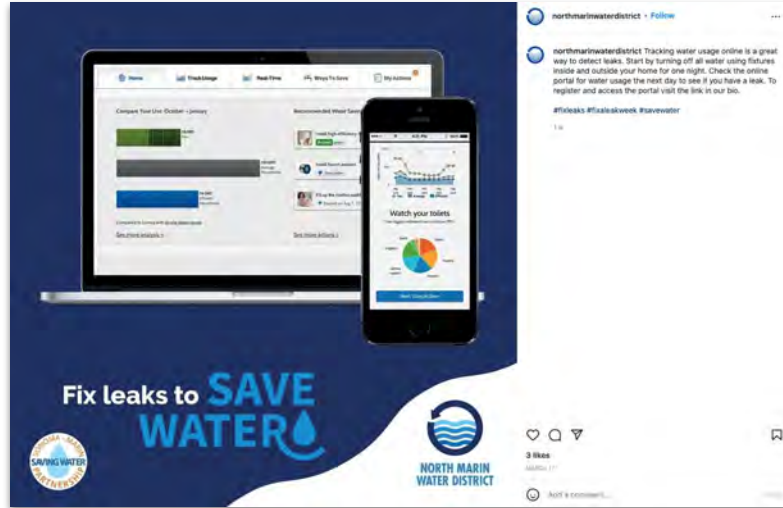


7 likes





March Social Media Highlights | Instagram



3 likes

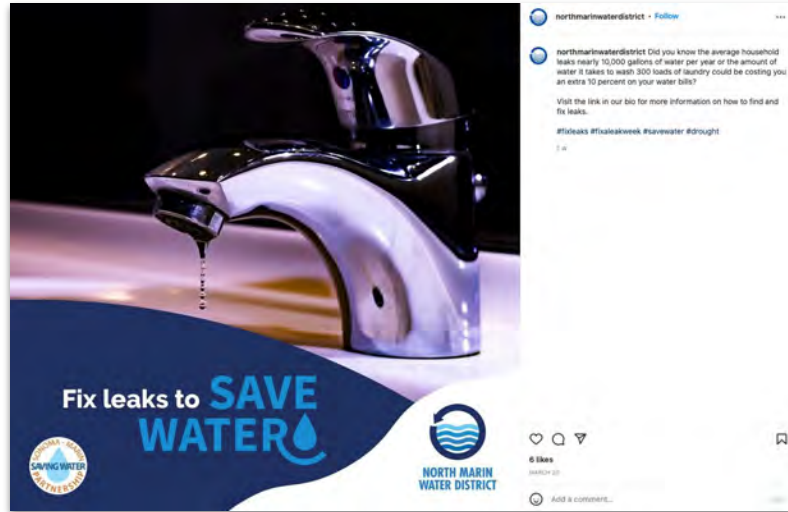


7 likes

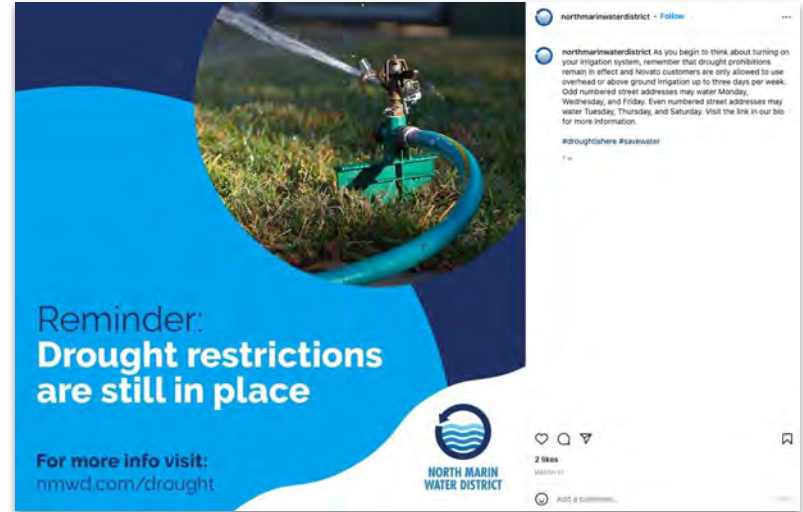




March Social Media Highlights | Instagram



6 likes



2 likes





March Social Media Highlights | Instagram



5 likes

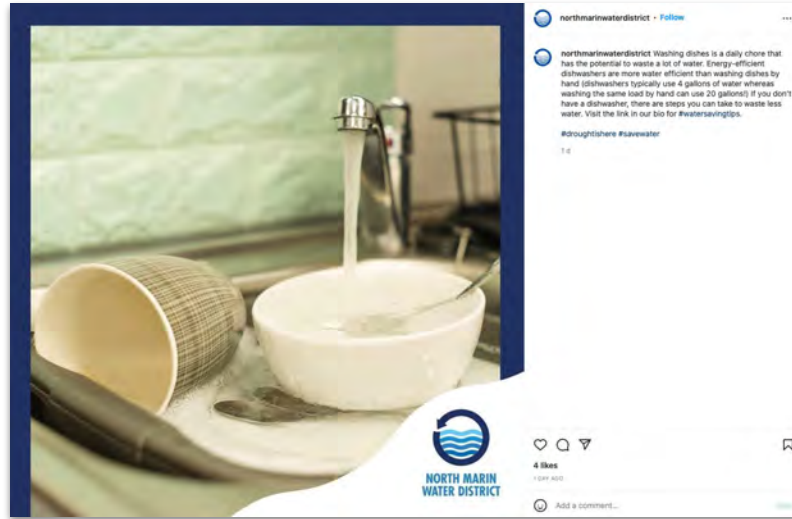


20 likes

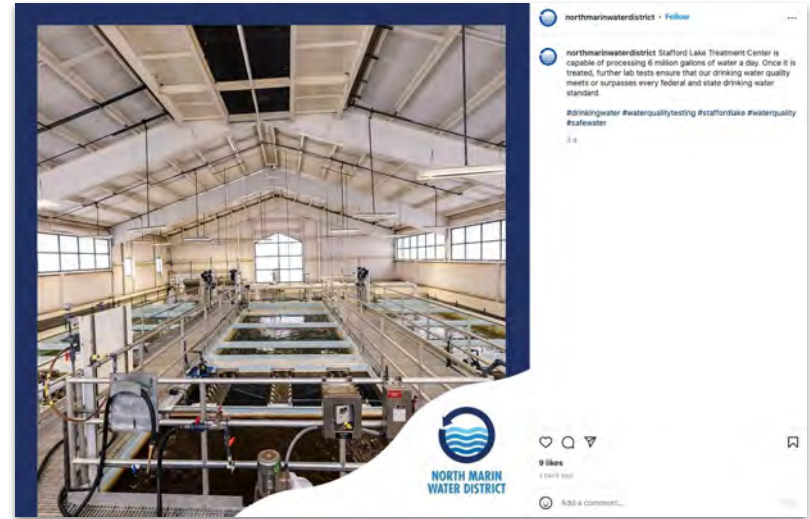




March Social Media Highlights | Instagram



4 likes



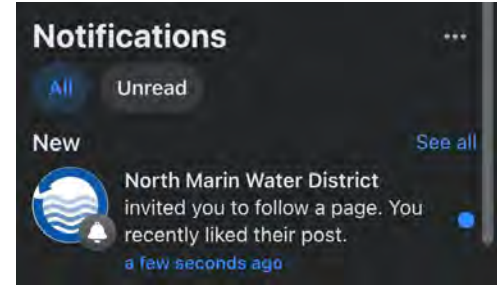
9 likes



Facebook Likes Campaign - March Report



We are running an evergreen ad which encourages residents in the NMWD service areas to 'like' (follow) the NMWD Facebook page.



Spend in March 2022	Reach (Number of people who saw the ad)	Impressions	Results (New Page Likes)	Cost Per New Page Like
\$54.53	2,780	5,195	55	\$0.99

*This month, we were able to reach over **2.7K** people with the Likes Campaign*



News Stories - March

Fix-A-Leak Week

(Posted March 8, 2022) The US Environmental Protection Society's annual Fix-A-Leak Week is March 14-20, and we've worked with our partners at Sonoma Marin Water Saving Partnership to compile a list of quick and easy steps you can take to save water in your household.

There are several ways to check whether you have a leak, and most household leaks are simple to fix. Things such as rundown toilet flappers (the part that seals the opening between the tank and the toilet bowl), leaky faucets, and dripping showerheads all are easy to correct and can save you money on your utility bill and help save water during the drought.

Did you know that nearly 1 trillion gallons of water could be saved each year in U.S. homes if everyone fixed their water leaks? Check out some of our helpful tips and resources to get you started.

[Fix-A-Leak Week](#)

What's Next?

- Design refresh for the 2021 Water Quality Report
- Spring Waterline design
- Water Supply Workshop: Marin IJ ad, press release, and social media posts
- Recycled Water Fill Station social media post
- 2022 Eco-Friendly Garden Tour social media post
- Highlighting Drought information on the website homepage with a new banner/ticker



Thank You