



**NORTH MARIN  
WATER DISTRICT**

**NORTH MARIN WATER DISTRICT  
AGENDA – REGULAR MEETING  
June 7, 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  
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+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.	<b>CALL TO ORDER</b>	
	1.	<b>APPROVE MINUTES FROM REGULAR MEETING - May 17, 2022</b>
	2.	<b>GENERAL MANAGER'S REPORT</b>
	3.	<b>OPEN TIME: (Please observe a three-minute time limit)</b>  This section of the agenda is provided so that the public may express comments on any issues not listed on the agenda that are of interest to the public and within the jurisdiction of the North Marin Water District. When comments are made about matters not on the agenda, Board members can ask questions for clarification, respond to statements or questions from members of the public, refer a matter to staff, or direct staff to place a matter of business on a future agenda. The public may also express comments on agenda items at the time of Board consideration.
	4.	<b>STAFF/DIRECTORS REPORTS</b>
		<div><b>CONSENT CALENDAR</b>  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.  5. <b>Consent – Approve:</b> Re-Authorizing Meetings by Teleconference of Legislative Bodies of North Marin Water District Resolution  6. <b>Consent – Approve:</b> Assistant General Manager/Chief Engineer Appointment  7. <b>Consent - Approve:</b> Agreement with Kiosk for Communications and Public Outreach  8. <b>Consent – Approve:</b> NMWD Administration and Laboratory Upgrade Project – Architectural and Construction Management Services  9. <b>Consent – Approve:</b> Pipeline Disposition Agreement with Pacific Gas &amp; Electric, Rush Creek Place</div>
		<b>ACTION CALENDAR</b>
	10.	<b>Approve:</b> Resolution of Appreciation for Anthony Arendell Resolution
	11.	<b>Approve:</b> Consider approval of Resolution 22-XX authorizing imposition of a \$1,000 administrative fine for violations of Section 6(b)(1) and amending Section 8 of Emergency Water Conservation Ordinance No. 41 Resolution
		<b>INFORMATION ITEMS</b>
	12.	Board of Directors Hybrid Meeting Plan
	13.	Budget Review – Proposed FY 22/23 Budgets Novato and West Marin Service Areas
	14.	FY 2021/22 Third Quarter Progress Report -Operations/Maintenance
	15.	NBWA Meeting – June 3, 2022
	16.	<b>MISCELLANEOUS</b> Disbursements – Dated May 19, 2022 Disbursements – Dated May 26, 2022 Disbursements – Dated June 2, 2022  <u>News Articles</u> Marin IJ – County approves rules for housing – BOARD OF SUPERVISORS Marin IJ – Experts fear reinfections pose big risk – COVID-19 PANDEMIC Marin IJ – Marin Voice – Opportunities to diversify water supply still in reach Marin IJ – Opinion – District should keep all drought rules permanent,

Est. Time	Item	Subject
		Ideas for water sources have always been here
		Marin IJ – Dick Spotwood – Public meetings on Zoom require more transparency
		Marin IJ – Newsom threatens to restrict water – DROUGHT
		Marin IJ – Three-year rollout of new water meters eyed – MMWD
		Marin IJ – Decorative grass irrigation limited – STATE DROUGHT ORDER
		Marin IJ – New tool monitors water supplies – MMWD
		Marin IJ – Four strategies for managing state’s crucial watershed
		Marin IJ – COVID-19 variants drive surge - PANDEMIC
		<u>Social Media Posts:</u>
		NMWD Web and Social Media Report – May 2022
	17.	<b>CLOSED SESSION:</b> Public Employee Performance Evaluation as allowed under Government Code Section 54957, Employee: General Counsel (law firm of Bold, Polisner, Maddow, Nelson and Judson)
7:30 p.m.	18.	<b>ADJOURNMENT</b>

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**DRAFT**  
**NORTH MARIN WATER DISTRICT**  
**MINUTES OF REGULAR MEETING**  
**OF THE BOARD OF DIRECTORS**  
May 17, 2022

**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. Williams performed a roll call of staff, participating remotely were Tony Williams (General Manager/Acting Chief Engineer), Terrie Kehoe (District Secretary), Julie Blue (Auditor-Controller), Tony Arendell (Construction/Maintenance Superintendent), Robert Clark (Operations/Maintenance Superintendent) and Pete Castellucci (Distribution/Maintenance Foreman). 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 Joly seconded by Director Baker, the Board approved the minutes from the May 3, 2022 Regular Board Meeting by the following vote:

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

36 NOES: None

37 ABSTAIN: None

38 ABSENT: None

39 **GENERAL MANAGER'S REPORT**

40 Mr. Williams announced that the Novato and West Marin Rate Hearings will be held  
41 virtually on June 28<sup>th</sup>. He explained that the two hearings are now combined due to an error by  
42 the printing vendor and the Novato flyers were resent on May 13<sup>th</sup> in order to fulfill the Prop 218  
43 forty-five-day noticing requirement.

44 Mr. Williams updated the Board on some staffing changes. He stated that since the April  
45 12<sup>th</sup> Closed Session NMWD Board Meeting, staff offered the Assistant General Manager/Chief  
46 Engineer position to Eric Miller. Additionally, Mr. Williams reported that in consideration of Mr.  
47 Arendell's retirement, Pete Castellucci will act as Interim Construction/Maintenance  
48 Superintendent for five months, followed by Chris Kehoe for the next five months. He noted that  
49 both candidates were outstanding candidates, and after their five-month rotation a decision will  
50 be made on who will permanently fill the position.

51 Mr. Williams apprised the Board that he attended the Sonoma Marin Drought Meeting on  
52 May 9<sup>th</sup>. He stated that Sonoma County Water Agency, Marin Municipal Water District, Supervisor  
53 Rodoni, Supervisor Rabbitt and Agricultural Representatives also attended the meeting. He noted  
54 that the Marin County ranchers are looking better this year with water supply, however if they  
55 need to start drawing water it will likely be from a hydrant on San Antonio Road and the Board  
56 will be notified.

57 Mr. Williams also noted that he attended Supervisor Rodoni's Dillon Beach Office Hours  
58 meeting on May 13<sup>th</sup>. He stated that he was a guest speaker there and mentioned the upcoming  
59 rate increase in Oceana Marin, noting most attendees were from Dillon Beach.

60 President Petterle asked if the Directors had any questions or comments.

61 Director Joly asked if there will not be a June 21<sup>st</sup> meeting since the Novato Rate Hearing  
62 was moved to June 28<sup>th</sup>. Mr. Williams replied that it will not be necessarily the case, it will depend  
63 on what other items are on that agenda.

64 Director Baker stated that the issue in Dillon Beach over the years has been sewage. He  
65 added that the pressure for us to serve that community is slowly growing and he expressed that  
66 he hopes Supervisor Rodoni listens to the reports and understands that NMWD is in no position  
67 to help the residents in Dillon Beach.

68 President Petterle welcomed Mr. Castellucci to the meeting. Mr. Castellucci thanked the  
69 Board for having him and stated that he was excited to have the opportunity to attend.

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

72 **OPEN TIME**

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

75 **STAFF/DIRECTORS REPORTS**

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

78 Director Baker asked if Mr. Castellucci could tell the Board what his background with the  
79 District was. Mr. Castellucci stated that he has been with the District for sixteen years. He added  
80 that he started as a Laborer, moved up to Pipeworker and has been a Distribution Maintenance  
81 Foreman for eight years. Mr. Castellucci noted that during this time he has been responsible for  
82 valve operation, maintenance, hydrant operation, main leak detection, first responder to leaks,  
83 customer service and final inspections. He stated that he loves working at NMWD and it has been  
84 a great career. Mr. Castellucci added it is also great to live and work in Novato.

85 Director Grossi reported on a Sonoma County Farm Bureau Water Summit Meeting. He  
86 stated that it was a two-day event that had some great PowerPoint presentations. Director Grossi  
87 added that the meeting was attended by the Secretary of Water Resources, Secretary of  
88 Agriculture, Jared Huffman, Grant Davis, Jay Jasperse, including many others. Additionally,  
89 Director Grossi noted there was a strong environmental presence. He said it was one of the best  
90 webinars he had attended and it was put on by SCWA and Sonoma County Farm Bureau.  
91 Director Grossi added that there were many topics discussed; which included the Potter Valley  
92 Project, water rights on the Russian River, the two-basin solution, and raising Coyote Dam to  
93 name a few. He noted that he will get the presentation information and share it with Directors and  
94 staff.

95 Director Fraites referred to the article on the desalination plant rejected by the California  
96 Coastal Commission and also a recent Marin IJ article about the ethics of using recycled  
97 wastewater as a drinking water supply. Director Fraites added that these are resources to look  
98 at. He stated that once people get beyond the yuck factor, we should see what other areas are  
99 doing successfully with their sanitary districts.

100 Director Joly stated that he found the articles in the miscellaneous section of the agenda  
101 packet very interesting and stated that he had mentioned the emerging technologies in the past,

noting desalination and more use of wastewater are exciting possibilities. Director Grossi stated that they spent an hour on the subject at the Farm Bureau meeting he attended, noting it will be a difficult task to get people to drink “sewer water”. Director Petterle stated that it would help to rename “sewer water” to something else more appealing.

#### **MONTHLY PROGRESS REPORT**

The Monthly Progress Report for April was reviewed. Mr. Williams reported on key areas such as water production, local and regional lake/reservoir capacity, safety, COVID-19 financial impact, delinquent bill impacts, customer complaints and service orders. He noted that there was a spike in unplanned outages under Utility Performance, which was due to the population of the multi-family complexes in that location. Mr. Williams announced that there was a change in the report, noting Section 2 is now regional and local water supply reporting. He added that this section is a work in progress and the SCWA data reflects current data rather than the month of the report. Mr. Williams informed the Board that he proposes to move this report to Miscellaneous in the future and advised Board to reach out with any questions to staff ahead of the meetings. He stated that he would likely keep it in the current agenda location for the next month and then move it to Miscellaneous in July.

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

Director Joly asked about the service orders and stated that the leak data seemed skewed and he wondered if the tracking data has changed recently. Mr. Williams confirmed, stating the number of leaks detected may look differently because of the way staff is now tracking them.

Director Joly asked what the effect of COVID-19 has had on our organization with the Omicron and other variants occurring. He asked how NMWD is responding, what the cost was to date, and are we seeing the numbers project downward. Mr. Williams replied that there has not been a financial impact on staff in the last couple of months, adding recently staff have been informed of the message from Dr. Willis from the Marin County Public Health Office, recommending wearing masks indoors. Ms. Blue stated that there has been minimal increase in costs, most of which has been attributed with legal counsel, and there was one employee who was required to take one day off. She added that the water delinquency impact has been decreasing due to the ability to perform shut offs for nonpayment again and has dropped down to pre-COVID levels.

President Petterle asked what the consensus was on the General Manager’s recommendation to move the Monthly Progress Report to the Miscellaneous section of the agenda. Director Baker stated that he had no objection, but would like to look at it and not make an immediate decision. Director Fraites noted that all the information is already included in the

agenda; therefore, he was fine with moving it to Miscellaneous. Director Grossi agreed, stating all the information is provided ahead of time and we still have an opportunity to ask questions. He agreed to move the Monthly Progress Report to Miscellaneous, adding it sounds like a good plan. Director Baker stated that it would streamline the meeting, unless we need to ask questions. Mr. Williams confirmed that there will be no change in the content, the only difference would be no verbal reporting. He noted that questions could be asked before the meeting, or during the Miscellaneous section of the agenda. Mr. Williams added that the Board can think about it, continue in the same manner in June and transition in July.

Director Joly asked about the potable water use, he stated that it seemed peculiar that even though April was wetter, compared to February and March, the April production was significantly lower. He compared West Marin's numbers versus Novato's, and asked if there were measurement problems again. Mr. Williams reminded the Board that West Marin no longer has mandatory reductions, only voluntary. He added that there are no measurement issues that he is aware of, and staff is always looking at anomalies. Director Joly noted that there was cooler weather in April, the Governor has a 15% mandatory statewide reduction and we have 20% reductions plus a drought surcharge. He added that SCWA was 20%, as was MMWD. Mr. Williams replied that for SCWA, the baseline is 2020 and the Governor's order may be based on last year's usage statewide. Director Joly stated that it is impressive to see how much our customers in Novato and West Marin have conserved water.

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

#### **CONSENT CALENDAR**

Director Joly asked where the District was with virtual meetings. Director Petterle replied that staff have been researching the possibility of in person or hybrid meetings by July. He added that he is thankful that we have not done so at this point since the Rate Hearings for Novato and West Marin will both be on the June 28<sup>th</sup> meeting. Mr. Williams stated that he will provide information to the Board at the June 7<sup>th</sup> meeting to see what a hybrid meeting would look like, but implementation would be July at the earliest. He added that with the new COVID-19 variant this may all change. Director Joly thanked Mr. Williams for the explanation and said he will not pull the item off of the Consent Calendar.

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

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

NOES: None

ABSTAIN: None

ABSENT: None

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

The Board approved Re-Authorizing Meetings by Teleconference of Legislative Bodies of North Marin Water District. Resolution 22-15 will extend the continuation of teleconference meetings effective May 17, 2022 through June 16, 2022 pursuant to Brown Act provisions.

**UTILITY AGREEMENT BETWEEN CALTRANS AND NORTH MARIN WATER DISTRICT FOR  
CALTRANS' WEST MARIN PAVING PROJECT**

The Board approved the Utility Agreement between Caltrans and North Marin Water District for Caltrans' West Marin Paving Project in an amount not to exceed \$12,500 and includes a \$5,000 contingency amount.

**APPROVE TEXT FOR SPRING 2022 NOVATO 'WATERLINE', ISSUE 48**

The Board approved the Test for the Spring 2022 Novato "Waterline", Issue 48.

**ACTION CALENDAR**

**EXCEPTION TO CALPERS 180-DAY WAIT PERIOD REQUIREMENT FOR RETIRING  
EMPLOYEES**

Mr. Williams stated Mr. McIntyre possesses specialized skills and unique knowledge of District operations and facilities, which is needed to assist with projects such as the close out of the Aqueduct Energy Efficiency Project with Caltrans and continued negotiations on the Potter Valley Project. He added that Mr. McIntyre will be an advisor on an as-needed basis for overall assistance with overflow work. He also recognized Ms. Blue and Ms. Clyde for doing much of the leg work for this agenda item.

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

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

On the motion of Director Baker, and seconded by Director Joly the Board approved Resolution 22-16 for exception to the 180-day wait period for hiring a retiree: and authorized the District to utilize the expertise of Drew McIntyre on an as needed basis, at an hourly rate of \$113.53 by the following vote:

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

NOES: None

ABSTAIN: None

ABSENT: None

**CONTRACT EXTENSION FOR NMWD TRENCH RESTORATION PAVING**

Mr. Arendell first informed the Board that he would like to make a clarification, noting the estimate was based on the proposed pricing, not the current pricing as stated that in the memo. He stated that W.K. McLellan Company have not raised their prices since 2019 and need to at this time, because labor, oil and fuel costs have gone up over the past few years. Mr. Arendell added that W. K. McLellan Company do wonderful work, and the County of Marin and City of Novato never question any of their repairs. He recommended the Board approve W.K. McLellan's contract extension, or otherwise provide direction staff to go out for bids.

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

Director Baker noted that the work W.K. McLellan does is specialized and not many companies do this type of work anymore. Director Petterle asked Mr. Arendell to explain their type of paving and compare it to the roadway at the recent tank project. Mr. Arendell responded that W. K. McLellan perform patch paving, there is no large grinder, only a small crew doing small batches. He noted they also do work for MMWD, PG&E and many other utilities in Marin County. As an example, Mr. Arendell stated that when the contractor on Canyon Road messed up some of the paving, W.K. McLellan was able to fix the problem.

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

On the motion of Director Baker, and seconded by Director Grossi the Board approved staff to prepare an extension of the trench restoration paving contract with W.K. McLellan Company based on the proposed unit prices provided by the following vote:

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

NOES: None

ABSTAIN: None

ABSENT: None

**INFORMATION ITEMS**

**FY 2021/22 THIRD QUARTER PROGRESS REPORT – ENGINEERING DEPARTMENT**

Mr. Williams. reported on the FY2021/22 Third Quarter Progress Report for the Engineering Department. He provided: a CIP cost summary; the costs of special studies; and the Performance Status for Capital Improvement Projects for the Novato, West Marin and Oceana Marin service areas. Mr. Williams also updated the Board on the Engineering Department labor hours.

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

Director Joly asked about the status of the release of the loan and the permits for the Administration Building and Lab Renovation Project. Mr. Williams replied that the District received a letter from the State Water Resources Control Board on May 16<sup>th</sup> and they provided the waiver for the loan. Additionally, he reported that staff are moving forward, meeting with the construction manager and the District hopes to have the permit from the City of Novato as early as May 25<sup>th</sup>. Mr. Williams noted that the contractor signed the agreement, adding the bond and insurance are in place. He announced the kickoff meeting will be on June 21<sup>st</sup> and then the contractor can mobilize assuming we get the building permit. Director Joly commended staff on a good job at getting the waiver for the loan.

Director Joly asked if all the chemical purchases for the Stafford Treatment Plant were secured so that the plant will be ready for startup. Mr. Clark reported that the cost of chemicals saw a 100% increase, and the plant is scheduled to start up in mid-June. He added that staff are waiting to hear back from the vendor for the polymer tank replacement.

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

#### **FY 2021/22 THIRD QUARTER PROGRESS REPORT – WATER CONSERVATION**

Mr. Williams reported on the on the FY2021-22 Third Quarter Progress Report for Water Conservation. He updated the Board on the Water Conservation program participation; public outreach and communications; budget and staffing. Mr. Williams noted that there continues to be a push on social media and a good effort from staff to post updates on our website. He added that the information is current and provided information on drought and project related issues. Mr. Williams announced that there is a new picture on the homepage of the website of the inside of the Stafford Treatment Plant. He also recognized how the AMI system and the Watersmart dashboard have been effective for both internal use by staff and our customers.

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

Director Joly stated that he thought the Waterline was well done and hit all the major points. He also noted that he looks at the AMI information every day as it helps him monitor his irrigation, adding it is a very helpful tool. Mr. Williams stated that he also uses it as a customer, noting it is amazing that you can see how much water is being used even while washing clothes. Director Joly stated that he waters every four days, unless it is cool then he skips a day, noting it is amazing the power of averaging. Director Petterle stated that he has a friend that lives in his division who commented that he got a call from NMWD that he had a leak and he was able to get it repaired within a couple of days. Director Joly stated that he has had many neighbors comment



that they are happy NMWD installed the AMI system. He commended the Board of Directors who originally approved the AMI system for making such a wise decision.

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

**RRIFR PUBLIC POLICY FACILITATING COMMITTEE ANNUAL MEETING AGENDA – MAY 4, 2022**

Director Grossi and Director Petterle reported on the Russian River Instream Flow and Restoration Annual Meeting for Public Policy Facilitating. The discussion included status of the Russian River instream flow changes; flow and fisheries monitoring, Warm Springs Hatchery, the Dry Creek Habitat Enhancement Project and a biological assessment update.

Director Petterle stated that the wineries in the Dry Creek area are very proud of the work done on their land, which would not have been the case if the pipeline had been done. He noted it would also not have been very beneficial to the fish. Director Grossi stated that some of the resting pools and wood structures for the fish were spectacular, noting the alternative, a pipeline over the hill to Asti, would have created more issues. Director Petterle added that, the Dry Creek Habitat Enhancement Project is a model for other areas.

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

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

**NBWA MEETING – MAY 6, 2022**

Director Fraites reported on the NBWA meeting that was held on May 6, 2022. He updated the Board on the outcome and feedback from NBWA's first virtual conference held in April: Climate Change(d), Weathering Extremes Together. He added that it was a good conference, noting there were 152 attendees and Congressman Huffman was a keynote speaker.

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

Director Fraites asked if NMWD paid our annual dues to NBWA. Mr. Williams confirmed, adding that it has also been budgeted for next year.

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

**MISCELLANEOUS**

The Board received the following miscellaneous item: Disbursements – Dated May 5, 2022.

The Board received the following news articles: Marin IJ – Utilities assess supply options

– DISTRICT STUDIES; Marin IJ – Marin Voice – Water ethic should include drinking recycled wastewater; Marin IJ – Opinion -MMWD asks too much of careful ratepayers; Marin IJ – District adjusts rules on water – MARIN MUNICIPAL; Marin IJ – Drought, rising costs halt community garden project – NOVATO; Marin IJ – Marin Voice – Take a ‘silver buckshot’ approach to water reliability; Marin IJ – Weak water savings fuel calls for harder line – STATE DROUGHT; Marin IJ – Californians ignore water savings goal – DROUGHT; Point Reyes Light – Water districts mull new supply options; and Los Angeles Times – California Coastal Commission rejects plan for Poseidon desalination plant.

The Board received the following social media posts: NMWD Web and Social Media Report – April 2022.

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

Director Grossi informed the Board that one of the speakers last week was the former Director of the State Regional Water Board. He stated that his statement about desalination was bold and noted that the San Francisco and Zone 2 Coastal regions have no plans to pursue desalination on a regional basis. Director Grossi added that desalination needs to be a state project, because it is not feasible on a regional level. Director Petterle stated that KGO radio station had a guest speaker who was well versed on desalination. He added that, that the podcast would be worth listening to. Director Fraites stated that the problem the Coastal Commission has with desalination is the discharge in the ocean, asking if these desalination plants are doing any monitoring or studies on pollution or the impact it has on the ocean. Director Grossi stated that it is different than brackish desalination, and goes way out into the ocean. He added that he would assume they are doing a lot of monitoring. Mr. Clark stated that when he was at an AWWA conference he was able to tour the southern California plant. He said they blend the discharge with the wastewater on site at the treatment facility. He added that he can check with AWWA about the water quality and the impact the discharge has from the plant.

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

### **ADJOURNMENT**

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

Submitted by

Theresa Kehoe  
District Secretary

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## MEMORANDUM

To: Board of Directors June 7, 2022

From: Tony Williams, General Manager *AW*

Subject: Re-Authorizing – Meetings by Teleconference of Legislative Bodies of North Marin Water District

t:\gm\bd misc 2022\board of directors meetings by teleconference 6.7.2022 final.doc

**RECOMMENDED ACTION:** Adopt Resolution No. 22-XX: "Resolution Finding Proclaimed State of Emergency, That Local Officials Continue to Recommend Physical Distancing, and that Meeting in Person Would Present Imminent Risks to the Health or Safety of Attendees; and Re-Authorizing Meetings by Teleconference of Legislative Bodies of North Marin Water District from June 7, 2022 through July 7, 2022 Pursuant to Brown Act Provisions".

**FINANCIAL IMPACT:** None

As authorized by the Governor's Executive Order N-29-20, Board meetings have been held virtually since March 17, 2020 to protect attendees, including members of public, District employees, and Board members, from potential exposure to the novel coronavirus disease 2019 ("COVID-19"). On June 11, 2021, the Governor issued Executive Order N-08-21 which rescinded these temporary modifications to the Brown Act, effective September 30, 2021. On September 16, 2021, the Governor signed Assembly Bill 361 (2021) ("AB 361") amending the Brown Act to allow local legislative bodies to continue to conduct meetings virtually under specified conditions and pursuant to special rules on notice, attendance, and other matters. AB 361 took full effect on October 1, 2021.

AB 361 authorizes the Board of Directors to meet virtually during declared states of emergency without noticing the location of individual Board Members or requiring such locations to be open to the public if certain findings are made and certain procedures are followed. Where a virtual meeting is held pursuant to AB 361, the members of the public must be able to observe and participate during the meeting.

The Governor's March 4, 2021 declaration of a State of Emergency remains in effect. On December 15, 2021, the State reinstated a universal masking requirement for all individuals while

Approved by GM *AW*

Date *6/2/2022*

indoors to help combat the surge in COVID-19 cases due to the Omicron variant. On December 30, 2021, Marin County Health and Human Services issued new guidance changing the local rules on masking to align with the State mandate. On February 7, 2022, the State issued a new health order, effective February 16, 2022, which limits indoor masking requirements to specified indoor settings and unvaccinated individuals. However, both the State and Marin County Health and Human Services continue to recommend wearing masks while indoors. CDC, OSHA, and Cal/OSHA continue to recommend mask wearing and physical distancing of at least six feet while indoors to protect against transmission of COVID-19. Therefore, the current circumstances support a determination by the Board that meeting in person would continue to present imminent risks to the health and safety of attendees.

On October 5, 2021, the Board adopted Resolution 21-22, thereby finding a proclaimed state of emergency, that local officials continue to recommend physical distancing, and that meeting in person would present imminent risks to the health or safety of attendees; and authorizing meetings by teleconference of legislative bodies of North Marin Water District from October 5, 2021 through November 4, 2021 pursuant to Brown Act provisions.

On November 2, 2021, November 16, 2021, December 7, December 21, 2021, January 18, 2022, February 15, 2022, March 15, 2022, April 5, 2022, May 3, 2022 and May 17, 2022 the Board adopted Resolutions 21-26, -27, -28, -30, 22-01, -04, -05, -06, -12, and -15 respectively, thereby finding a proclaimed state of emergency, that local officials continue to recommend physical distancing, and that meeting in person would present imminent risks to the health or safety of attendees; and re-authorizing meetings by teleconference of legislative bodies of North Marin Water District for 30 days pursuant to the Brown Act provisions.

If adopted, Resolution No. 22-XX will allow the Board to continue to meet virtually for another 30 days, after which the Board will need to reconsider its findings and confirm the need to hold virtual meetings. This reconsideration and confirmation will need to occur every thirty days until the Board determines it is safe to meet in person.

**RECOMMENDED ACTION:**

Adopt Resolution No. 22-XX: "Resolution Finding Proclaimed State of Emergency, That Local Officials Continue to Recommend Physical Distancing, and that Meeting in Person Would Present Imminent Risks to the Health or Safety of Attendees; and Re-Authorizing Meetings by



**Memo re Board of Directors Meetings by Teleconference**  
**June 7, 2022**  
**Page 3 of 3**

Teleconference of Legislative Bodies of North Marin Water District from June 7, 2022 through July 7, 2022 Pursuant to Brown Act Provisions”.

## RESOLUTION NO. 22-XX

### RESOLUTION OF THE BOARD OF DIRECTORS OF NORTH MARIN WATER DISTRICT FINDING PROCLAIMED STATE OF EMERGENCY, THAT LOCAL OFFICIALS CONTINUE TO RECOMMEND PHYSICAL DISTANCING, AND THAT MEETING IN PERSON WOULD PRESENT IMMINENT RISKS TO THE HEALTH OR SAFETY OF ATTENDEES; AND RE-AUTHORIZING MEETINGS BY TELECONFERENCE OF LEGISLATIVE BODIES OF NORTH MARIN WATER DISTRICT FROM JUNE 7, 2022 THROUGH JULY 7, 2022 PURSUANT TO BROWN ACT PROVISIONS

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**WHEREAS**, all meetings of the legislative bodies of the North Marin Water District ("District") are open and public, as required by the Ralph M. Brown Act ("Brown Act"), Government Code Section 54950, *et seq*, and any member of the public may observe, attend, and participate in the business of such legislative bodies; and

**WHEREAS**, on March 4, 2020, Governor Newsom declared a State of Emergency as a result of the rapid spread of the novel coronavirus disease 2019 ("COVID-19"); and

**WHEREAS**, on March 10, 2020, the Board of Supervisors of the County of Marin ratified proclamations of health and local emergency due to COVID-19; and

**WHEREAS**, on March 16, 2020, the City Council of the City of Novato ratified and confirmed a proclamation of local emergency due to COVID-19;

**WHEREAS**, on March 17, 2020, in response to the COVID-19 pandemic, Governor Newsom issued Executive Order N-29-20 suspending certain provisions of the Brown Act in order to allow local legislative bodies to conduct meetings telephonically or by other means, after which District staff implemented virtual meetings for all meetings of legislative bodies within the District; and

**WHEREAS**, on June 11, 2021, Governor Newsom issued Executive Order N-08-21, which terminated the provisions of Executive Order N-29-20 that allows local legislative bodies to conduct meetings telephonically or by other means effective September 30, 2021; and

**WHEREAS**, on September 16, 2021, Governor Newsom signed Assembly Bill 361 (2021) ("AB 361"), which amended the Brown Act to allow local legislative bodies to continue to conduct meetings by teleconference under specified conditions and pursuant to special rules on notice, attendance, and other matters; and

**WHEREAS**, AB 361 took full effect on October 1, 2021, and makes provisions under Government Code section 54953(e) for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions; and

**WHEREAS**, a required condition is that a state of emergency is declared by the Governor pursuant to Government Code section 8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the state caused by conditions as described in Government Code section 8558; and

**WHEREAS**, it is further required that state or local officials have imposed or, local officials have recommended, measures to promote social distancing, or, the legislative body must find that meeting in person would present imminent risks to the health and safety of attendees; and

**WHEREAS**, on October 5, 2021, the Board of Directors previously adopted Resolution No. 21-22, finding that the requisite conditions exist for the legislative bodies of North Marin Water District ("District") to conduct remote teleconference meetings without compliance with paragraph (3) of subdivision (b) of section 54953; and

**WHEREAS**, on November 2, 2021, the Board of Directors previously adopted Resolution No. 21-26, reaffirming the finding that the requisite conditions exist for the legislative bodies of North Marin Water District to continue to conduct remote teleconference meetings without compliance with paragraph (3) of subdivision (b) of section 54953; and

**WHEREAS**, on November 16, 2021, the Board of Directors previously adopted Resolution No. 21-27, reaffirming the finding that the requisite conditions exist for the legislative bodies of North Marin Water District to continue to conduct remote teleconference meetings without compliance with paragraph (3) of subdivision (b) of section 54953; and

**WHEREAS**, on December 7, 2021, the Board of Directors previously adopted Resolution No. 21-28, reaffirming the finding that the requisite conditions exist for the legislative bodies of North Marin Water District to continue to conduct remote teleconference meetings without compliance with paragraph (3) of subdivision (b) of section 54953; and

**WHEREAS**, on December 21, 2021, the Board of Directors previously adopted Resolution No. 21-30, reaffirming the finding that the requisite conditions exist for the legislative bodies of North Marin Water District to continue to conduct remote teleconference meetings without compliance with paragraph (3) of subdivision (b) of section 54953; and

**WHEREAS**, on January 18, 2022, the Board of Directors previously adopted Resolution No. 22-01, reaffirming the finding that the requisite conditions exist for the legislative bodies of North Marin Water District to continue to conduct remote teleconference meetings without compliance with paragraph (3) of subdivision (b) of section 54953; and

**WHEREAS**, on February 15, 2022, the Board of Directors previously adopted Resolution No. 22-04, reaffirming the finding that the requisite conditions exist for the legislative bodies of North Marin Water District to continue to conduct remote teleconference meetings without compliance with paragraph (3) of subdivision (b) of section 54953; and

**WHEREAS**, on March 15, 2022, the Board of Directors previously adopted Resolution No. 22-05, reaffirming the finding that the requisite conditions exist for the legislative bodies of North Marin Water District to continue to conduct remote teleconference meetings without compliance with paragraph (3) of subdivision (b) of section 54953; and

**WHEREAS**, on April 5, 2022, the Board of Directors previously adopted Resolution No. 22-06, reaffirming the finding that the requisite conditions exist for the legislative bodies of North Marin Water District to continue to conduct remote teleconference meetings without compliance with paragraph (3) of subdivision (b) of section 54953; and

**WHEREAS**, on May 3, 2022, the Board of Directors previously adopted Resolution No. 22-12, reaffirming the finding that the requisite conditions exist for the legislative bodies of North Marin Water District to continue to conduct remote teleconference meetings without compliance with paragraph (3) of subdivision (b) of section 54953; and

**WHEREAS**, on May 17, 2022, the Board of Directors previously adopted Resolution No. 22-15, reaffirming the finding that the requisite conditions exist for the legislative bodies of North Marin Water District to continue to conduct remote teleconference meetings without compliance with paragraph (3) of subdivision (b) of section 54953; and

**WHEREAS**, as a condition of extending the use of the provisions found in section 54953 (e), the Board of Directors must reconsider the circumstances of the state of emergency that exists in the District, and the Board of Directors has done so; and

**WHEREAS**, emergency conditions continue to persist in the District, specifically, the State of Emergency for the State of California declared by Governor Newsom as a result of the COVID-19 pandemic remains in effect; and

**WHEREAS**, the Centers for Disease Control and Prevention ("CDC) recommends physical distancing of at least six feet from unvaccinated individuals while indoors; and

**WHEREAS**, "Protecting Workers: Guidance on Mitigating and Preventing the Spread of COVID-19 in the Workplace," promulgated by the Occupational Safety and Health Administration ("OSHA") under the United States Department of Labor, provides that "[m]aintaining physical distancing at the workplace for unvaccinated and at-risk workers is an important control to limit the spread of COVID-19" and recommends that employers train employees about the airborne nature of COVID-19 and importance of exercising multiple layers of safety measures, including physical distancing, and that employers implement "physical distancing in all communal work areas for unvaccinated and otherwise at-risk workers," including physical distancing from members of the public, as a "key way to protect such workers"; and

**WHEREAS**, Title 8, Section 3205, subdivision (c)(5)(D) of the California Code of Regulations, promulgated by the Division of Occupational Safety and Health of the California Department of Industrial Relations ("Cal/OSHA"), requires employers to provide instruction to employees on using a combination of "physical distancing, face coverings, increased ventilation indoors, and respiratory protection" to decrease the spread of COVID-19; and

**WHEREAS**, the Board of Directors recognizes the recommendations by state and local officials to use physical distancing as a layer of protection against COVID-19 and desires to continue to provide a safe workplace for its employees and a safe environment for the open and public meetings of the District's legislative bodies; and

**WHEREAS**, due to the continued threat of COVID-19, the District continues to implement multiple layers of protection against COVID-19, including physical distancing, for the safety of employees and members of the public; and

**WHEREAS**, while the District believes District work-related activities may be conducted safely in person through imposition of various safety protocols, Board meetings continue to present a unique challenge due to their being open to the public generally, with

limited space in the boardroom, and no ability to verify vaccination status or to provide contact tracing for potentially exposed individual attendees; and

**WHEREAS**, the Board of Directors hereby finds that the presence of COVID-19 and the increase of cases due to the Omicron variant has caused, and will continue to cause, conditions of concern to the safety of certain persons within the District, including older and immunocompromised individuals that are likely to be beyond the control of the services, personnel, equipment, and facilities of the District, and, therefore, continues to present imminent risks to the health or safety of attendees, including members of the public and District employees, should meetings of the District's legislative bodies be held in person; and

**WHEREAS**, as a consequence of the local emergency persisting, the Board of Directors does hereby find that the legislative bodies of North Marin Water District shall continue to conduct their meetings without compliance with paragraph (3) of subdivision (b) of Government Code section 54953, as authorized by subdivision (e) of section 54953, and that such legislative bodies shall continue to comply with the requirements to provide the public with access to the meetings as prescribed in paragraph (2) of subdivision (e) of section 54953; and

**WHEREAS**, the District will continue to conduct meetings for all meetings of legislative bodies within the District virtually (i.e. through the use of Zoom, or similar virtual meeting provider) and/or telephonically, in conformance with requirements under the Brown Act.

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

1. The above recitals are true and correct and hereby incorporated into this Resolution.
2. In compliance with the special teleconference rules of Section 54953 of the Government Code, as established by Assembly Bill 361 (2021), the Board of Directors hereby makes the following findings:
  - a. The Board of Directors has considered the circumstances of the state of emergency; and
  - b. The states of emergency, as declared by the Governor, continue to impact directly the ability of the District's legislative bodies, as well as staff and members of the public, to safely meet in person;
  - c. The CDC, and Cal/OSHA continue to recommend physical distancing of at least six feet to protect against transmission of COVID-19; and
  - d. Meeting in person would continue to present imminent risks to the health and safety of members of the public, members of the District's legislative bodies, and District employees due to the continued presence and threat of COVID-19.
3. The District's legislative bodies may continue to meet remotely from June 7, 2022 through July 7, 2022 in compliance with the special teleconference rules of Section

54953 of the Government Code, as amended by Assembly Bill 361 (2021), in order to protect the health and safety of the public.

4. The Board of Directors will review these findings and the need to conduct meetings by teleconference within thirty (30) days of adoption of this resolution.

\* \* \* \* \*

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 7th day of June 2022 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINED:

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Theresa Kehoe, Secretary  
North Marin Water District

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## MEMORANDUM

To: Board of Directors

June 7, 2022

From: Tony Williams, General Manager *ABW*Subj: Assistant General Manager/Chief Engineer Appointment  
t:\gm\bod misc 2022\6-7-22 bod agm\_ce appoint.docx

**RECOMMENDED ACTION:** Board of Directors appoint Eric Miller to the Assistant General Manager/Chief Engineer position effective June 16, 2022

**FINANCIAL IMPACT:** None at this time

At the April 12, 2022 meeting the Board had an opportunity to interview the top two applicants to fill the Assistant General Manager/Chief Engineer (AGM/CE) vacancy created by Tony Williams' appointment to General Manager following Drew McIntyre's retirement on May 3, 2022. After this interview process, the Board directed Mr. Williams to do one final evaluation of the candidates and make a final selection. After a follow up interview, which included Mr. Williams and two staff members from the Engineering Department, Eric Miller was selected as the best qualified candidate. An offer was made and accepted on April 29<sup>th</sup> with a start date of June 16, 2022 at which time Mr. Miller will assume the duties and responsibilities of the position. It is now time to officially appoint Eric Miller as the Assistant General Manager/Chief Engineer effective June 16, 2022.

**RECOMMENDED ACTION:**

Board appoint Eric Miller as Assistant General Manager/Chief Engineer of the North Marin Water District effective June 16, 2022.

Approved by GM *ABW*Date *6/2/2022*



**7**



## MEMORANDUM

To: Board of Directors  
 From: Ryan Grisso, Water Conservation Coordinator *RG*  
 Subject: Approve – Agreement with Kiosk for Communications and Public Outreach  
v:\memos to board\kiosk public communications agreement fy23 final.doc

June 7, 2022

**RECOMMENDED ACTION:** Approve Agreement with Kiosk Creative LLC.

**FINANCIAL IMPACT:** Up to \$60,000 (Included in FY23 Budget)

## BACKGROUND

As a result of the North Marin Water District 2018 Strategic Plan, a series of goals were developed. Goal 2, Customer Engagement and Service, focused on increased communication with customers to improve public understanding and support for District policies and to facilitate customer input and engagement. To accomplish this goal, development of an annual public communications (or public outreach) plan, including a strategy for more effective social media outreach was recommended. To develop this comprehensive and strategic communications plan, staff solicited the services of Kiosk Creative LLC. (Kiosk), a local Novato full service marketing firm with extensive project experience. Kiosk completed a draft Public Communications Strategy and Plan (Plan) and presented their findings and recommendations to the Board at the September 3, 2019 Board meeting, the initial draft plan was presented to the Board at the September 17, 2019 Board meeting, and the Board adopted at the October 1, 2019 Board meeting.

At the October 15, 2019 Board meeting, the General Manager was authorized to enter into a consulting agreement with Kiosk to assist in implementing staff selected first-year recommended actions in the adopted Public Communications Strategy and Plan. The Board also separately authorized the General Manager to enter into an agreement with Kiosk to create a new District website, which went live in June of 2020. In June 2021, the Board approved a second agreement with Kiosk to continue the expanded communications effort through FY22.

Kiosk has successfully assisted the District to implement many public outreach related tasks through the current and past agreements as evidenced in the monthly social media and web report the Board receives. Other tasks as a part of the current agreement were the professional photography, which was only partially completed due to limitations from COVID-19, and design of the "Waterline" newsletters for both service areas, water supply enhancement outreach and continued creative and technical support for the website.

Approved by GM *[Signature]*

Date *6/2/2022*

## PATH FORWARD

To continue this communications and outreach effort with Kiosk a new agreement is needed. The draft agreement and scope are included for your review (Attachment 1). The scope includes continued social media post creation and management, website news story creation, website hosting and security services, website form hosting and continued rebranding efforts on outreach items including the Waterline newsletters, conservation mailers, annual report, water quality report and others. The scope also includes an ad hoc budget for those items that come up during the year which in the past have including the water supply enhancement study outreach efforts.

Kiosk has provided exceptional service to the District over the past three years and staff recommends continuing this cooperative effort with Kiosk to maintain the improvements, quality and quantity of the District's public outreach and communications, and recommends the Board authorize the General Manager to execute this agreement.

## RECOMMENDATION

Board authorize the General Manager to execute Agreement with Kiosk to assist in continued communication and public outreach implementation in an amount not to exceed \$60,000.

## Exhibit A

### Services, Deliverables and Costs

Task/ Service/ Deliverable	One Time Costs (July 2022- June 2023)	Total for 12 Months (July 2022 - June 2023)		Costs Each Month
One (1) web news story per month		\$4,320.00		\$360.00
Organic social media support monthly (3 platforms) (writing, image sourcing, creating graphics, planning month ahead, creating post deck for approval, client revisions, posting, monitoring comments)		\$8,640.00		720.00
Paid (advertising) social media support (2 platforms); boosting, managing boost budget, managing likes campaign, optimizing and inviting 'likers' to follow the page		\$4,320.00		\$360.00
Monthly web, organic social and paid social report		\$4,320.00		\$360.00
Client meetings (2 per month)		\$4,320.00		\$360.00
Project management, client liaison, web support as needed		\$10,800.00		\$900.00
Social 'LinkTree' cost		\$60.00		\$5.00
Social "likes" campaign		\$600.00		\$50.00
Social "boosts" budget (on an as needed basis)	\$600.00			
Quarterly web review to check for stale content and ad hoc fixes (\$700 per quarter)	\$2,880.00			
Website development updates, e.g. new pages, layout changes, new menu items etc	\$3,100.00			
Waterlines - design and copy x 3 issues	\$4,950.00			
Photography budget (stock and ad hoc local)	\$700.00			
Web Hosting for 12 months: renews 06/30/2022	\$500.00			

SSL Certificate for 12 months: renews 06/30 2022	\$199.00			
FormStack secure PII system license for 12 months: renews 09/20/2022	\$1,200.00			
Ad hoc communications and outreach services, as directed by Ryan Grisso or Tony Williams	\$8,491.00			
<b>Sub Totals</b>	<b>\$22,620.00</b>	<b>\$37,380.00</b>		<b>\$3,115.00</b>
<b>Grand Total</b>	<b>\$60,000.00</b>			

<b>Total Project Costs</b>	<b>\$60,000.00</b>
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## **DRAFT AGREEMENT FOR CONSULTING SERVICES**

The following is an agreement between **North Marin Water District**, hereinafter "**NMWD**", and **Kiosk Creative LLC**, hereinafter, "**Consultant**".

**WHEREAS**, Consultant is a duly qualified consulting firm, experienced in developing marketing and communication initiatives for public sector clients,

**WHEREAS**, in the judgment of the Board of Directors of the NMWD, it is necessary and desirable to employ the services of the Consultant to implement specific tasks from the 2019 Communications Strategy and Plan as identified by NMWD,

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

### **PART A -- SPECIFIC PROVISIONS:**

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

- a. The scope of work and fee amount covered by this agreement shall be that specified on a task-by-task basis. Attachment A of this agreement shall serve as Task 1.
- b. The fee for the work shall not exceed \$60,000 without prior written authorization by NMWD.

### **PART B -- GENERAL PROVISIONS**

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

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

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

- a. With respect to design professional services provided under this agreement, Consultant shall assume the defense of and defend NMWD, its directors, officers, agents, and employees in any action at law or in equity to the extent that liability is claimed or alleged to arise out of, pertain to, or relate to, either directly or indirectly,

the intentional or willful misconduct, recklessness, or negligent act, error, or omission of Consultant (or any person or organization for whom Consultant is legally liable) in the performance of the activities necessary to perform the services for District and complete the task provided for herein. In addition, Consultant shall indemnify, hold harmless, and release NMWD, its directors, officers, agents, and employees from and against any and all actions, claims, damages, disabilities or expenses, including attorney's fees and witness costs, that may be asserted by any person or entity including the Consultant, to the extent arising out of, pertaining to, or relating to, the negligent acts, errors or omissions, recklessness, or intentional or willful misconduct of the Consultant (or any consultant or subcontractor of Consultant) in connection with the activities necessary to perform the services and complete the task provided for herein, but excluding liabilities due to the sole negligence or willful misconduct of NMWD.

- b. With respect to all services other than design professional services provided under this agreement, Consultant shall indemnify, hold harmless, release and defend NMWD, its agents and employees from and against any and all actions, claims, damages, disabilities or expenses, including attorney's fees and witness costs that may be asserted by any person or entity, including the Consultant, arising out of or in connection with the activities necessary to perform those services and complete the tasks provided for herein, but excluding liabilities due to the sole negligence or willful misconduct of NMWD.

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

**4. PROSECUTION OF WORK:** The execution of this agreement shall constitute the Consultant's authority to proceed immediately with the performance of this contract. Performance of the services hereunder shall be completed by December 31, 2023, provided, however, that if the performance is delayed by earthquake, flood, high water or other Act of God or by strike, lockout or similar labor disturbance, the time for the Consultant's performance of this contract shall be extended by a number of days equal to the number of days the Consultant has been delayed.

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

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

Consultant:  
Kiosk Creative LLC  
750 Grant Ave, #200  
Novato, CA 94945  
Attention: Claire Garvie

and when so addressed, shall be deemed given upon deposit in the United States Mail, postage prepaid. In all other instances, notices, bills and payments shall be deemed given at the time of

actual delivery. Changes may be made in the names and addresses of the person to whom notices, bills and payments are to be given by giving notice pursuant to this paragraph.

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

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

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

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

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

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

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

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

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

**12. EXTRA (CHANGED) WORK:** Extra work may be required. The Consultant shall not proceed nor be entitled to reimbursement for extra work unless it has been authorized, in writing, in advance, by NMWD. The Consultant shall inform the District as soon as it determines work beyond



the scope of this agreement may be necessary and/or that the work under this agreement cannot be completed for the amount specified in this agreement. Said review shall occur before consultant incurs 75% of the total fee approved for any phase of the work. Failure to notify the District shall constitute waiver of the Consultant's right to reimbursement.

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

#### **14. INSURANCE REQUIREMENTS FOR CONSULTANTS**

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

##### **Minimum Scope of Insurance**

Coverage shall be at least as broad as:

1. Commercial General Liability coverage
2. Automobile Liability
3. Workers' Compensation insurance as required by the State of California.

##### **Minimum Limits of Insurance**

Consultant shall maintain limits no less than:

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

##### **Verification of Coverage**

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

##### **Subcontractors**

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

##### **Self-Insured Retentions**

Any self-insured retentions must be declared to and approved by the District. At the option

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

### **Other Insurance Provisions**

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

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

### **Acceptability of Insurers**

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

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

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

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

**17. REASONABLE ASSURANCES:** Each party to this agreement undertakes the

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

**18. PREVAILING WAGE REQUIREMENTS:** Prevailing Wage Rates apply to all Consultant personnel performing work under the Agreement for which wage determinations have been made by the Director of Industrial Relations pursuant to California Labor Code Sections 1770– 1782,. Consultant shall comply with all applicable prevailing wage labor code requirements.

**NORTH MARIN WATER DISTRICT  
"NMWD"**

Dated: \_\_\_\_\_

\_\_\_\_\_  
Anthony Williams, General Manager

**KIOSK CREATIVE LLC  
"CONSULTANT"**

Dated: \_\_\_\_\_

\_\_\_\_\_  
Claire Garvie, Chief Operating Officer

## Exhibit A

### Services, Deliverables and Costs

Task/ Service/ Deliverable	One Time Costs (July 2022- June 2023)	Total for 12 Months (July 2022 - June 2023)		Costs Each Month
One (1) web news story per month		\$4,320.00		\$360.00
Organic social media support monthly (3 platforms) (writing, image sourcing, creating graphics, planning month ahead, creating post deck for approval, client revisions, posting, monitoring comments)		\$8,640.00		720.00
Paid (advertising) social media support (2 platforms); boosting, managing boost budget, managing likes campaign, optimizing and inviting 'likers' to follow the page		\$4,320.00		\$360.00
Monthly web, organic social and paid social report		\$4,320.00		\$360.00
Client meetings (2 per month)		\$4,320.00		\$360.00
Project management, client liaison, web support as needed		\$10,800.00		\$900.00
Social "LinkTree" cost		\$60.00		\$5.00
Social "likes" campaign		\$600.00		\$50.00
Social "boosts" budget (on an as needed basis)	\$600.00			
Quarterly web review to check for stale content and ad hoc fixes (\$700 per quarter)	\$2,880.00			
Website development updates, e.g. new pages, layout changes, new menu items etc	\$3,100.00			
Waterlines - design and copy x 3 issues	\$4,950.00			
Photography budget (stock and ad hoc local)	\$700.00			
Web Hosting for 12 months: renews 06/30/2022	\$500.00			
SSL Certificate for 12 months: renews 06/30 2022	\$199.00			

FormStack secure PII system license for 12 months: renews 09/20/2022	\$1,200.00			
Ad hoc communications and outreach services, as directed by Ryan Grisso or Tony Williams	\$8,491.00			
<b>Sub Totals</b>	<b>\$22,620.00</b>	<b>\$37,380.00</b>		<b>\$3,115.00</b>
<b>Grand Total</b>	<b>\$60,000.00</b>			

<b>Total Project Costs</b>	<b>\$60,000.00</b>
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8



## MEMORANDUM

To: Board of Directors Date: June 7, 2022

From: Tony Williams, GM/Acting 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\June 7 2022\6501.44 Amend NT\_CCM Agrmts.docx

**RECOMMENDED ACTION:** Board authorize:

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

**FINANCIAL IMPACT:** \$1,333,365 (Included in FY2021-22 Budget)

The purpose of this memo is to request a second amendment to the Consulting Services Agreement with Noll & Tam Architects (N&T); as well as a second amendment to the Consulting Services Agreement with Consolidated CM (CCM) for construction-phase 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 in the amount of \$1,245,000, and the original agreement with CCM at the May 18, 2021 Board meeting in the amount of \$179,000 for project coordination and pre-construction support services. The Board approved first amendments to the N&T agreement and the CCM agreement at the April 19, 2022 Board meeting in the amounts of \$47,738 and \$47,426, respectively. These first amendments were necessary in the short term to continue work on the project as the construction phase was being determined. More significant amendments were anticipated for both agreements as the project moved into the bidding/award and construction phases of the project.

The Board authorized award of the project for construction to D.L. Falk Construction at the May 3, 2022 Board meeting. N&T has provided a proposal for a not to exceed cost of \$380,977 for architectural and engineering services during construction, including, but not limited to, field observations, attending meetings, reviewing shop drawings and technical submittals, responding to requests for information, assistance with change orders, support to furniture procurement and installation, and project closeout. CCM has provided a proposal for a not to exceed cost of \$952,388 which includes full-time construction management and inspections, including building permit-required special testing and inspections for various materials and

Approved by GM 

Date 6/2/2022

components planned for use in the project. A summary of the architectural and construction management costs for the bidding and construction phases of the project is provided in Table 1 below:

<b>Table 1 – Architectural and Construction Management Costs</b>		
<b>Consultant</b>	<b>Scope of Services</b>	<b>Cost</b>
Noll & Tam	Project Bidding and Permitting	\$47,738
Noll & Tam	Project Construction Phase Support	\$380,977
	Subtotal	\$428,715
Consolidated CM	Project Bidding and Award	\$47,426
Consolidated CM	Project Construction and Testing Support	\$952,388
	Subtotal	\$999,814
	<b>Total Architect and CM Costs</b>	<b>\$1,428,529</b>

In addition to services provided by N&T and CCM, geotechnical engineering support and hazardous materials abatement support is anticipated for the project in the amounts of \$14,500 and \$16,500, respectively. These consultant costs are included in the overall soft costs for the project estimated to be \$2,834,000, which also includes permit and utility fees, lab certification fees, temporary space leases, furniture, security and phone systems and cost of financing.

#### 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 \$380,977 and \$952,388, respectively.



9



## MEMORANDUM

To: Board of Directors Date: June 7, 2022

From: Tony Williams, GM/Acting Chief Engineer *spw*

Subject: Pipeline Disposition Agreement with Pacific Gas & Electric, Rush Creek Place  
R:\Folders by Job No\6000 jobs\6501.44 NMWD Office\_Yard Bldg Renovation\BOD Memos\June 7 2022\BOD Memo PGE Pipe at Rush Ck Pl.docx

**RECOMMENDED ACTION:** That the Board Authorize the General Manager to execute the Agreement

**FINANCIAL IMPACT:** None

Currently, the District's Headquarters and Corporation Yard is isolated from the District's Recycled Water (RW) distribution system due to a lack of a crossing under the SMART railroad tracks. Ironically the existing distribution mainline in Redwood Boulevard is less than 300 feet for the District offices. Developing a new pipeline crossing under the railroad tracks is an expensive undertaking and requires approval from SMART. However, the District's Engineering Technician, Joe Kauwe, first identified the possibility of using an existing abandoned Pacific Gas & Electric (PG&E) pipeline in Rush Creek Place as a "casing" to cross under the tracks approximately seven years ago.

Despite ongoing discussions with PG&E, not much progress was made until recently. Close coordination with key PG&E staff, including field investigations, potholing, and meetings have resulted in the identification of an approximately 292-foot long, 6-inch diameter steel pipe that was formally used as a natural gas transmission line no longer utilized by PG&E. The attached figure (Attachment 1) shows the extent and location of the abandoned pipeline. At a minimum, the portion of this pipeline that crosses under the SMART tracks can be used as a casing pipe or sleeve to route a new RW line off the distribution main in Redwood Boulevard. This new RW line would serve the irrigation needs for the District Administration Building landscaping as well as a potential RW fill station or other needs.

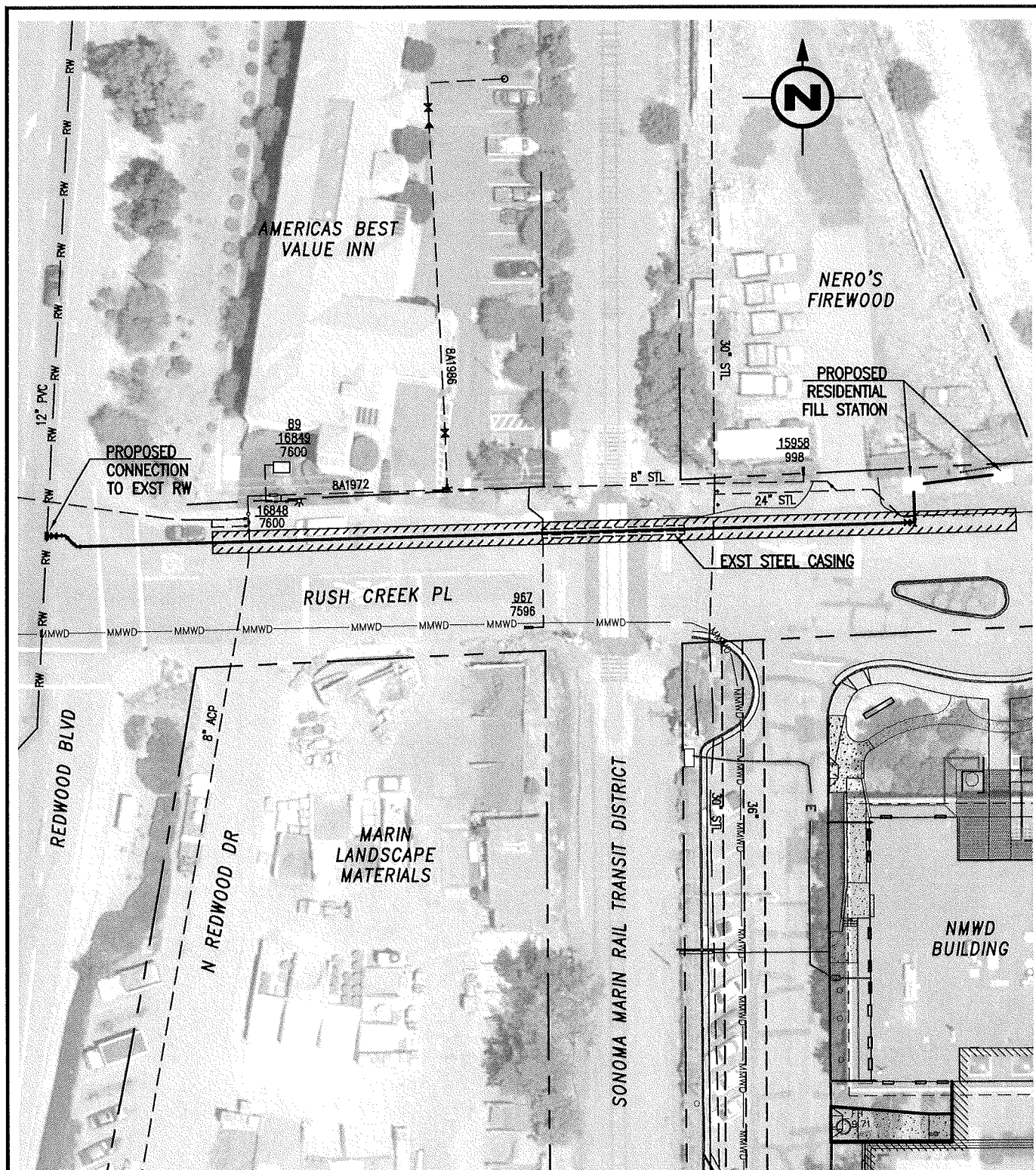
In order to transfer the abandoned pipeline, a Pipeline Disposition Agreement (Agreement) is required. A draft Agreement has been developed and reviewed by PG&E and the District, including District legal counsel and is provided as Attachment 2. Upon execution of the Agreement, PG&E provides a final test of the abandoned line to confirm there is no residual gas remaining before it is finally transferred to the District.

RECOMMENDATION

That the Board approve the Pipeline Disposition Agreement for the abandoned 6-inch pipeline in Rush Creek Place and authorize the General Manager to execute the Pipeline Disposition Agreement for this purpose.

Approved by GM *spw*

Date *6/2/2022*



**LEGEND:**

- PROPOSED RECYCLED WATER LINE
- RW — EXISTING RECYCLED WATER LINE
- — — EXISTING POTABLE WATER LINE
- ▨ PIPELINE DISPOSITION AGREEMENT BOUNDARY

**NMWD HEADQUARTERS BUILDING  
OFFICE AND LAB UPGRADE  
RECYCLED WATER IMPROVEMENTS**

DATE	SCALE	JOB. NO.	DWG. NO.
5/11/22	NTS	6501.44	MAP

## PIPELINE DISPOSITION AGREEMENT

This PIPELINE DISPOSITION AGREEMENT ("Agreement"), dated \_\_\_\_\_, 20\_\_ ("Effective Date"), between PACIFIC GAS AND ELECTRIC COMPANY, a California corporation ("PG&E"), and the North Marin Water District, ("Transferee") at 999 Rush Creek Place, Novato, CA 94948.

A. The PG&E gas service line to be abandoned is located within the boundary lines of Rush Creek Place (the "Land"), described as follows:

A 60 foot wide city street, shown as Atherton Avenue on the Map of the Knutte Tract, filed for record March 29, 1949 in Book 6 of Maps at page 78, Marin County records.

B. PG&E has installed and maintained a 4 inch diameter metal gas service line and 8 inch steel casing crossing under railroad property (the "Pipe"), running easterly approximately 15 feet southerly of the Northerly boundary line of said Rush Creek Place. Said Pipe, beginning from a point easterly approximately 11 feet from the easterly boundary line of North Redwood Drive, to the True Point of Beginning, running thence, easterly approximately 292 feet, to a point within the boundary lines of Rush Creek Place. And, Illustrated on Exhibit A.

C. The Pipe has been retired by PG&E. Transferee plans to use the retired gas service line as a sleeve for a recycled water line. In order to accommodate Transferee's project, PG&E has agreed to convey ownership of the gas Pipe to Transferee, subject to the terms and conditions of this Agreement.

NOW THEREFORE, for good and valuable consideration, the receipt and adequacy of which are acknowledged by the parties, effective as of 12:01 a.m. on the Effective Date, the parties agree as follows:

1. Transfer of Pipe.

(a) PG&E hereby conveys all right, title and interest to the Pipe to Transferee, free of liens and encumbrances; and Transferee hereby accepts ownership of, title to, and risk of loss with respect to, the Pipe. If Transferee removes the Pipe from the ground, Transferee agrees to remove any and all PG&E logos, writing or other markings (which would otherwise suggest that PG&E is still the owner of the Pipe).

(b) PG&E MAKES NO WARRANTIES, EXPRESS, IMPLIED, WRITTEN OR ORAL, INCLUDING BUT NOT LIMITED TO, WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. Transferee assumes all risk and liability whatsoever resulting from the ownership, possession, use, and disposition of the Pipe. The Pipe is conveyed to Transferee in place, with no undertaking by PG&E to remove or have any further responsibility of any sort for the Pipe. The Pipe is conveyed and accepted "AS IS, WHERE IS" and "WITH ALL FAULTS."

(c) Ownership of the Pipe is conveyed and accepted in consideration of the parties' agreements herein. Transferee shall pay the amount of any tax or any charge now or hereafter imposed by law, upon, with respect to, or measured by the transfer of ownership of the Pipe. If any excise, sales, use or similar taxes apply and Transferee has not provided PG&E with a valid exemption certification, all such taxes (i) shall be the responsibility of Transferee, and (ii) shall be paid to PG&E if so requested.

2. Possibility of Contamination; Handling of Pipe.

(a) *Specific and General Warnings.* Transferee is warned and acknowledges that the Pipe may bear or contain hazardous chemicals or other hazardous materials or substances "KNOWN TO THE STATE TO CAUSE CANCER OR BIRTH DEFECTS OR OTHER REPRODUCTIVE HARM" which may be, or may otherwise become, directly or indirectly hazardous to life, to health or to property by reason of toxicity, flammability, explosiveness or for other similar or different reasons, during use, handling, cleaning, reconditioning, disposal, or at any other time after the Effective Date. In particular, Transferee acknowledges that the Pipe has been used for natural gas transmission or distribution and that those conditions can give rise to contamination with petroleum hydrocarbons, benzene, polychlorinated biphenyls (PCBs), mercury or other hazardous substances. Transferee hereby discharges PG&E from any and all liability directly or indirectly resulting from the failure of PG&E to give more specific warning with respect to individual articles of the Pipe or from the inadequacy of any warning.

(b) *Testing.* Transferee acknowledges that it has inspected and tested, or has had the opportunity to inspect and test, the Pipe and that it is accepting title to the Pipe solely upon reliance upon such actual or offered inspection and testing, and not in reliance upon any express, implied or prospective warranties by PG&E. ANY AND ALL DOCUMENTS AND OTHER MATERIALS PROVIDED TO TRANSFEREE BY OR ON BEHALF OF PG&E (COLLECTIVELY, THE "DUE DILIGENCE MATERIALS") WERE MADE AVAILABLE TO TRANSFEREE AS A COURTESY, AND, EXCEPT AS OTHERWISE EXPRESSLY PROVIDED HEREIN, PG&E DOES NOT MAKE ANY REPRESENTATION OR WARRANTY, EXPRESS OR IMPLIED, AS TO THE ACCURACY OR COMPLETENESS OF THE DUE DILIGENCE MATERIALS, AND TRANSFEREE AGREES THAT IT HAS NOT BEEN AUTHORIZED TO RELY UPON THE DOCUMENTS, REPORTS AND OTHER MATERIALS INCLUDED IN THE DUE DILIGENCE MATERIALS AND PG&E SHALL HAVE NO LIABILITY FOR THE CONTENTS AND ACCURACY OF THE DUE DILIGENCE MATERIALS. TRANSFEREE ACKNOWLEDGES AND AGREES THAT PG&E AND ITS AFFILIATES HAVE GONE THROUGH NUMEROUS MANAGEMENT CHANGES AND PERSONNEL CHANGES OVER THE YEARS, AND THE EMPLOYEES WHO CURRENTLY MANAGE THE PIPE MAY HAVE LITTLE OR NO KNOWLEDGE OF THE LOCATION OR CONTENTS OF THE FILES AND RECORDS RELATING TO THE PIPE. IN LIGHT OF THE VOLUMINOUS FILES AND RECORDS OF PG&E, AND THE UNCERTAINTY OF THE LOCATION OR CONTENT OF SUCH FILES, TRANSFEREE ACKNOWLEDGES AND AGREES THAT IT WILL RELY SOLELY ON ITS OWN INVESTIGATIONS IN MAKING ITS DECISION TO COMPLETE THE TRANSACTIONS CONTEMPLATED BY THIS AGREEMENT.

(c) *Proper Handling by Transferee in Removal and Otherwise.* Transferee shall comply with all applicable statutes, laws, codes, ordinances, orders, rules, regulations, proclamations and other governmental requirements which are in any way related to its ownership, possession, transportation, storage, processing, cleaning, testing, decontamination, reconditioning, maintenance, handling, labeling, use or disposition of the Pipe "(Legal Requirements)".

(d) Transferee shall notify PG&E at least six months prior to removing any portion of the Pipe from the ground, and shall provide PG&E access to the Pipe to perform testing, cleaning, decontamination, cutting, capping or other operations, at PG&E's election.



3. Indemnity and Release.

(a) Transferee assumes the entire responsibility and liability for and will indemnify, protect, defend and hold harmless PG&E, its parent corporation, subsidiaries, affiliates, and their officers, agents, employees, successors and assigns (each, an "Indemnitee" and collectively, "Indemnitees") from and against any and all claims, losses (including, but not limited to, diminution in value), actions, demands, damages, costs, expenses (including, but not limited to, expert fees and reasonable attorneys' fees and costs) and liabilities of whatever kind or nature ("Claims") including Claims arising from the passive or active negligence of the Indemnitees arising out of or resulting from or in any way connected with the operation, maintenance, possession, use, transportation or disposition of the Pipe, including, but not limited to, Claims arising out of: (i) injury to or death of persons; (ii) injury to property or other interest of PG&E, Transferee or any third party; (iii) soil or groundwater contamination caused by post-transfer use or operation of the Pipe; or (iv) violation of any Legal Requirements.

(b) Transferee agrees to give warning of the possible hazard of the Pipe to any person(s) to whom Transferee resells or gives or delivers the Pipe or any portion thereof, or whom Transferee can reasonably foresee may be exposed to the hazards, if any. This undertaking in no way limits Transferee's agreement contained in Section 3(a).

(c) Transferee hereby releases and forever discharges the Indemnitees from any and all liability and waives any claims, actions, causes of action, demands, liabilities, damages, costs, expenses or compensation whatsoever it may now have, or which it may have in the future, whether direct or indirect, known or unknown, foreseeable or unforeseeable, against the Indemnitees which are in any way connected with (i) Transferee's ownership, possession, handling, loading, transporting, storing, processing, cleaning, reconditioning, maintenance, labeling, use, welding, cutting, grinding, separation or disposal of the Pipe, (ii) the physical condition of the Pipe, (iii) the presence of any contamination on or in the Pipe, (iv) soil or groundwater contamination caused by post-transfer use or operation of the Pipe, or (v) any failure by PG&E to disclose any information relating to the Pipe, or the inaccuracy or incompleteness of any information which PG&E does disclose. Transferee's release shall apply to any claims or liabilities of whatsoever kind or nature including, without limitation, those resulting directly or indirectly from strict liability, PG&E's negligence, the failure of PG&E to give more specific warnings with respect to individual articles of the Pipe, and the inadequacy of any PG&E warning. Transferee hereby waives the protection of California Civil Code Section 1542, which reads as follows:

"A GENERAL RELEASE DOES NOT EXTEND TO CLAIMS THAT THE CREDITOR OR RELEASING PARTY DOES NOT KNOW OR SUSPECT TO EXIST IN HIS OR HER FAVOR AT THE TIME OF EXECUTING THE RELEASE AND THAT, IF KNOWN BY HIM OR HER, WOULD HAVE MATERIALLY AFFECTED HIS OR HER SETTLEMENT WITH THE DEBTOR OR RELEASED PARTY."

Transferee's Initials: \_\_\_\_\_

(d) In no event shall PG&E be liable for any incidental, special, consequential or exemplary damages, including but not limited to loss of profits or revenue, loss of use of the equipment or any associated equipment, cost of capital, cost of replacement equipment, downtime costs, or claims of customers of Transferee for such damages, or shipping costs.

(e) The foregoing waiver provisions will apply to the full extent permitted by law and regardless of fault.

4. Transferee Representations and Warranties. Transferee represents and warrants to PG&E as follows:

(a) The Transferee does not currently intend to remove the Pipe. If Transferee does decide to remove the Pipe, it will do so in accordance with the provisions of the Agreement, specifically Section 2.

(b) *Organization and Existence.* Transferee is a duly organized and validly existing California Municipal Corporation of the Sixth Class in good standing under the laws of the State of California and is qualified to do business in the State of California.

(c) *Execution, Delivery and Enforceability.* Transferee has all requisite power and authority to carry on its activities as now conducted, and to enter into and carry out its obligations under this Agreement. The execution, delivery and performance by Transferee of this Agreement, and the consummation of the transactions contemplated hereby and thereby, have been duly authorized by all necessary action required on the part of Transferee. This Agreement has been duly and validly executed and delivered by Transferee and constitutes the valid and legally binding obligation of Transferee, enforceable against Transferee in accordance with its terms, except as such enforceability may be limited by bankruptcy, insolvency, reorganization, moratorium or other similar laws of general application relating to or affecting the enforcement of creditors' rights and by general equitable principles.

5. Miscellaneous.

(a) *Meaning of "Including".* The term "including" or "included" means "including without limitation".

(b) *No Assignment.* This Agreement is not assignable or transferable by Transferee, in whole or in part, except with the written consent of PG&E, which may be granted or withheld at PG&E's sole discretion.

(c) *Governing Law and Compliance.* This Agreement shall be governed by and interpreted in accordance with the laws of California without regard to conflicts of law.

(d) *Entire Agreement.* This Agreement contains the entire agreement between the parties with respect to the transactions contemplated hereby, and supersedes all prior negotiations, agreements, documents or discussions, whether written or oral.

(e) *Survival.* The parties' agreements herein shall survive execution and delivery of this Agreement and consequent transfer of ownership of the Pipe.

(f) *Severability.* If any provision of this Agreement, whether a section, sentence or any portion thereof, is determined by a court of competent jurisdiction to be null and void or unenforceable, such provision shall be deemed to be severed and the remaining provisions of this Agreement shall remain in full force and effect.

(g) *Counterparts.* This Agreement may be executed in one or more counterparts, each of which is an original, but all of which constitute one and the same instrument.

PACIFIC GAS AND ELECTRIC COMPANY,  
a California corporation

111 Stony Circle, Santa Rosa, CA 95401

By: \_\_\_\_\_  
Val Chernev:  
Gas Pipeline Engineer:

North Marin Water District

999 Rush Creek Place,

PO Box 146, Novato CA 94948

By: \_\_\_\_\_  
Anthony Williams:  
General Manager, North Marin Water  
District:




10

**MEMORANDUM**

To: Board of Directors

Date: June 7, 2022

From: Tony Williams, General Manager/Chief Engineer 

Subject: Resolution of Appreciation for Anthony Arendell  
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**RECOMMENDED ACTION:** Board Approve the Resolution of Appreciation to Anthony Arendell

**FINANCIAL IMPACT:** None

Anthony (Tony) Arendell is retiring on Wednesday, June 15<sup>th</sup> after almost 36 years of employment with North Marin Water District. His retirement was recognized at the District's "Patio Picnic" held on April 20<sup>th</sup>. It is therefore, appropriate to convey appreciation for Tony's years of service to the District and adopt the attached resolution of appreciation.

**RECOMMENDATION:**

Board adopt the resolution of appreciation to Tony's retiring after almost 36 years of employment with North Marin Water District.

## **Resolution 22-XX**

# **North Marin Water District**

Resolution of Appreciation

To

**Anthony Arendell**

### **WHEREAS:**

- Anthony (Tony) Arendell was hired on October 16, 1986 as a “Laborer” at North Marin Water District and promoted through the ranks of Pipeman Apprentice (1988), Pipeman (1990), Pipeline Foreman (2005), and culminating his career with the District as Construction Superintendent and Construction/Maintenance Department Head from 2014 to 2022.
- During Tony’s employment of thirty-six years, the District substantially increased to a water and sewer utility now serving 63,995 customers in Novato, Point Reyes and Oceana Marin areas of Marin County. Tony played an instrumental role in the construction and maintenance of facilities to serve these customer bases.
- For over 36 years of District employment, Tony performed all his duties with deep commitment and dedication. The Construction/Maintenance Department, under Tony’s leadership, strengthened its “workforce” and continued its longstanding and well-deserved reputation of being a highly competent, hardworking, efficient, proud and a close-knit group.
- Tony presented a competent and helpful demeanor to customers and persons he did business with on behalf of the District and pursued his work in a professional and businesslike fashion. He held the respect of his men, fellow District employees and District managers he served, the Board of Directors, contractors, developers and engineers.
- Tony developed and maintained strong and trustworthy relationships with local and regional partners such as City of Novato, Novato Sanitary and County of Marin.
- Tony’s devotion to the District is exemplified by his willingness to try new construction techniques and equipment in the field, and “can do” attitude to accomplish work assigned.
- Tony’s knowledge of the District’s distribution system combined with his expertise has been instrumental in ensuring quality designs of District projects.
- On June 15, 2022, Anthony Arendell will retire from the North Marin Water District, move to Massachusetts to pursue the lifelong dreams he shares with his family and friends.

### **THEREFORE, BE IT RESOLVED:**

That the Board of Directors of North Marin Water District hereby commends and expresses its appreciation to Anthony Arendell for many years of dedicated and loyal service.

### **BE IT FURTHER RESOLVED:**

That the Board of Directors, on behalf of the staff, officers and Directors of the North Marin Water District, extend to Anthony Arendell sincere good wishes in his new endeavors and many happy productive years filled with all the good things in life.

Dated at Novato, California  
June 7, 2022

---

Stephen Petterle, President  
North Marin Water District

\* \* \* \* \*

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 seventh day of June 2022, by the following vote:

AYES:  
NOES:  
ABSENT:  
ABSTAINED:

\_\_\_\_\_  
Theresa Kehoe, District Secretary  
North Marin Water District

(SEAL)

11



MEMORANDUM

To: Board of Directors

June 7, 2022

From: Tony Williams, General Manager *AW*  
Ryan Grisso, Water Conservation Coordinator *RG*

Subject: Consider approval of Resolution 22-XX authorizing imposition of a \$1,000 administrative fine for violations of Section 6(b)(1) and amending Section 8 of Emergency Water Conservation Ordinance No. 41.

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**RECOMMENDED ACTION:** Approve Resolution 21-XX authorizing imposition of a \$1,000 administrative fine for violations of Section 6(b)(1) and amending Section 8 of Emergency Water Conservation Ordinance No. 41.

**FINANCIAL IMPACT:** None at this time

At the March 16, 2021 meeting the Board held a public hearing and adopted Emergency Water Conservation Ordinance No. 41 (Ordinance 41) declaring that a water shortage emergency condition exists within the Novato Service Area, and specifically prohibiting the waste and non-essential use of water and providing for the conservation of water.

At the April 20, 2021 meeting, the Board amended Section 4 of Ordinance 41 to suspend new connections to the system as of July 1, 2021, and Section 6, to include a Stage 1 15% voluntary reduction in water use from May 1 to June 30, a Stage 2 mandatory 20% reduction in water use from July 1 to November 1, and adding specific types of prohibited non-essential water use at Stage 2.

At the October 19, 2021 meeting, the Board amended Ordinance 41, declaring the mandatory reduction of 20% and prohibitions on non-essential use in accordance with Stage 2 of the water shortage contingency plan for the greater Novato service area shall remain in effect until the board determines by subsequent resolution that Stage 2 conditions no longer exist, continuing to implement a drought surcharge for the greater Novato service area for the duration that Stage 2 conditions remain in effect.

After one year of enforcement, staff has found the current administrative enforcement procedures provided for in Section 8(b) of Ordinance 41 are somewhat inefficient. Moreover, staff has learned that the administrative fines for first and second violations of Ordinance 41 (\$250 and \$500 respectively) may not be effectively dissuading some persons from initially filling swimming pools and/or refilling completely drained swimming pools as prohibited Section 6(b)(1). Therefore, staff believes it is necessary to authorize imposition of a \$1,000

administrative fine for violations of Section 6(b)(1) and to streamline the enforcement procedures in Section 8(b) of Ordinance 41 to allow for efficient and effective enforcement going forward. Staff, with assistance from District legal counsel, has drafted Resolution 22-XX (Attachment 1) to authorize imposition of a \$1,000 administrative fine for violations of Section 6(b)(1) and amend Section 8(b) accordingly.

#### RECOMMENDATION

Approve Resolution 22-XX authorizing imposition of a \$1,000 administrative fine for violations of Section 6(b)(1) and amending Section 8 of Emergency Water Conservation Ordinance No. 41 in the Novato Service Area.

## **RESOLUTION 22-XX**

### **RESOLUTION OF THE BOARD OF DIRECTORS OF NORTH MARIN WATER DISTRICT AUTHORIZING IMPOSITION OF A ONE THOUSAND DOLLAR ADMINISTRATIVE FINE FOR VIOLATIONS OF SECTION 6(b)(1) AND AMENDING SECTION 8 OF ORDINANCE NO. 41**

WHEREAS, pursuant to Sections 350-358, 375-378, and 31026-31029 of the California Water Code, the Board of Directors ("Board") of the North Marin Water District ("District"), following a properly noticed and duly held public hearing at its meeting on March 16, 2021, adopted Ordinance No. 41, thereby declaring a water shortage emergency condition within the Greater 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; and

WHEREAS, in adopting Ordinance No. 41, the Board, to enable itself to respond to rapidly changing water supply conditions, reserved for itself the authority to modify Ordinance No. 41 and all provisions contained therein by resolution; and

WHEREAS, the Sonoma County Water Agency (Sonoma Water) is the wholesale water supplier in the region and a majority of Sonoma Water's potable water supply comes from the Russian River; and

WHEREAS, the District relies on Sonoma Water for approximately 80% of the District's potable water supply; and

WHEREAS, the declared water shortage emergency condition within the Greater Novato Service Area continues to exist; and

WHEREAS, the reduced water supply available to the District from Sonoma Water, together with the limited supply of water from other sources available to the District, means that the District's total available water supply is insufficient to meet customers' normal water needs now and in the immediate future; and

WHEREAS, on October 19, 2021, the Board declared the mandatory reduction of 20% and prohibitions on non-essential use in accordance with Stage 2 of the water shortage contingency plan for the greater Novato service area shall remain in effect until the Board determines by subsequent resolution that Stage 2 conditions no longer exist; and

WHEREAS, on October 19, 2021, Governor Newsom issued a proclamation declaring a statewide drought emergency, directing local water suppliers to execute their Water Shortage Contingency Plans at a level appropriate to local conditions while taking into account the possibility of a third dry year, and authorizing the State Water Resources Control Board (Water Board) to adopt emergency regulations prohibiting certain wasteful water practices; and

WHEREAS, on May 25, 2022, Sonoma Water filed Temporary Urgency Change Petitions (TUCP) with the Water Board to establish a critical water supply condition for both the upper and lower Russian River, which would commit Sonoma Water and its retail customers to a 20-percent



reduction in total diversions from the Russian River between July 1 and October 31 compared to the same time period in 2020; and

WHEREAS, using water furnished by the District to refill a completely drained swimming pool and/or to initially fill any swimming pool for which application for a building permit was made after July 1, 2021 is prohibited as a non-essential use under Section 6 (b)(1) of Emergency Water Conservation Ordinance No. 41; and

WHEREAS, the current administrative fines provided for in Section 8(b) of Emergency Water Conservation Ordinance No. 41 are not sufficient to dissuade persons from filling/refilling swimming pools in contravention of Section 6(b)(1); and

WHEREAS, it is therefore necessary to authorize the District's General Manager, or his or her designee, to impose a \$1000 administrative fine on those persons found to be in violation of Section 6 (b)(1) of Emergency Water Conservation Ordinance No. 41.

NOW, THEREFORE, BE IT RESOLVED:

1. The Board of Directors of the North Marin Water District finds and determines that the foregoing Recitals are true and correct and incorporates these Recitals as if fully set forth herein.
2. The Board of Directors of North Marin Water District hereby authorizes the District's General Manager, or his or her designee, to impose a \$1000 administrative fine on those persons found to be in violation of Section 6 (b)(1) of Emergency Water Conservation Ordinance No. 41.
3. Section 8(b) of Ordinance No. 41 is hereby amended as indicated in **EXHIBIT A**, attached hereto and incorporated herein by this reference as if fully set forth.
4. 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.

\* \* \* \* \*

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 7<sup>th</sup> of June 2022, by the following vote:

AYES:  
NOES:  
ABSENT:  
ABSTAINED:

(SEAL)

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Theresa Kehoe, District Secretary  
North Marin Water District

## EXHIBIT A

### 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 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/or mailed to the person who is regularly billed for the service where the violation occurred 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~~ may 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. The preceding language in this Section 8(b) notwithstanding, in the event the District determines that water furnished by the District has been used to fill a swimming pool in violation of Section 6(b)(1) of this ordinance, the District may impose an administrative fine of one thousand dollars (\$1,000) and will apply this fine to the next water bill of the person who is regularly billed for the service where the violation occurred. Any person who wishes to appeal imposition of the \$1000 administrative fine, may do so by submitting a written request to the District's General Manager within twenty days after receipt of the water bill indicating the \$1000 administrative fine has been imposed.

(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.

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## MEMORANDUM

To: Board of Directors

From: Tony Williams, General Manager 

Subject: Board of Directors Hybrid Meeting Plan  
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Date: June 7, 2022

**RECOMMENDED ACTION:** Information Only

**FINANCIAL IMPACT:** None at this time

At the April 19, 2022 Board meeting, a discussion was held regarding in-person Board meetings in light of some local agencies considering transition to or actually transitioning to full in-person or hybrid meeting settings. At the conclusion of that discussion, the Board directed staff to develop a hybrid meeting plan for consideration and implementation for future meetings beginning potentially as early as July 2022. The attached draft "Hybrid Meeting Plan" (Attachment 1) has been prepared for consideration by the Board and will be presented by staff.

It is important to note that the County of Marin has recently experienced a surge in COVID-19 cases mostly fueled by the highly contagious Omicron BA.2 variant. Consequently the Marin County Public Health Officer released a recommendation on May 11, 2022 advising those over age 60 who also have a medical condition that increases risk; residents of any age who are immunocompromised; and unvaccinated residents to consider the following:

- Avoiding non-essential indoor gatherings while transmission levels in the community remain high.
- If attending an indoor gathering, or in any indoor public setting, wear a well fitted KN-95 or N-95 mask.
- Prior to attending any gathering, seek same day rapid antigen testing.

In the near term, the Board has the option of continuing with a full virtual meeting setting, or implmeneting a hybrid meeting setting. Besides consideration of the recent public health recommendations, and considering the construction schedule for the renovation of the existing District Administration building as well as the logistics of the temporary move to the Wood Hollow office, the earliest hybrid meeting start would be the August 2, 2022 meeting.





**DRAFT**  
**HYBRID MEETING PLAN**  
**DISTRICT BOARD OF DIRECTORS MEETINGS**  
**May 2022**

Introduction

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<sup>1</sup>; and
2. The Board meetings will be conducted remotely to ensure the health and safety of the public while providing access to its meetings.

Hybrid Meeting Definition

Hybrid meetings are meetings that feature at least one group of in-person/face-to-face attendees connecting virtually with other meeting attendees. While hybrid events have been around for a number of years, their importance is more evident as we transition through the COVID-19 pandemic. Specifically, for the District Board meetings, the hybrid setting would consist of the following participation methods and participants as shown in Table 1.

**Table 1 - NMWD Hybrid Meeting**

<b>Participation Method</b>	<b>Participants</b>
In-Person	Board members, Key Staff
Virtually (via Zoom)	Public, staff, consultants

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<sup>1</sup> The District Headquarters is undergoing a renovation which is scheduled for completion in September 2023. The "new" Boardroom will have more flexibility with public attendance and social distancing.

The above table provides the hybrid meeting setting in the near-term (next 15 months) while the District Administration and Laboratory Upgrade project is in construction. During the construction period, the District will be temporarily located in the Wood Hollow Office Building located at 100 Wood Hollow Drive, Suite 310. Once the renovation project is completed, the Administration building will have a new Boardroom with a larger capacity for seating the Board, staff and members of the public. The following sections are specific to the Wood Hollow location.

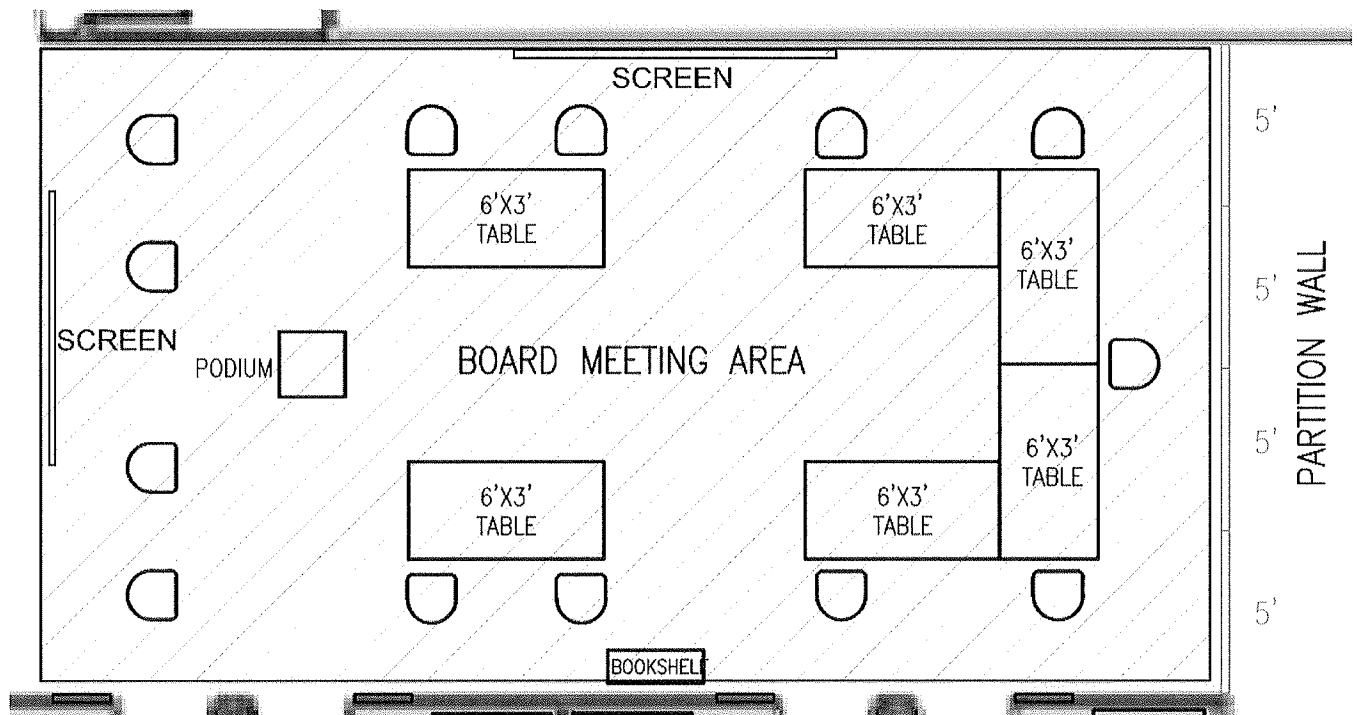
#### Hybrid Meeting Layout (Wood Hollow Office)

There are two options for a hybrid meeting setting in the temporary office location to accommodate the Board members and staff. Both options also provide the recommended 6-foot social distancing between the participants. Presentations would be projected onto a screen for the benefit of the Board's viewing, either mounted to the wall or onto a portable screen. Option A is a "U-shape" configuration and Option B is opposing tables configuration.

#### **Option A:**

Under this option, the Board members are seated around the U-shape table arrangement and staff are present in tables to each side of the Board.

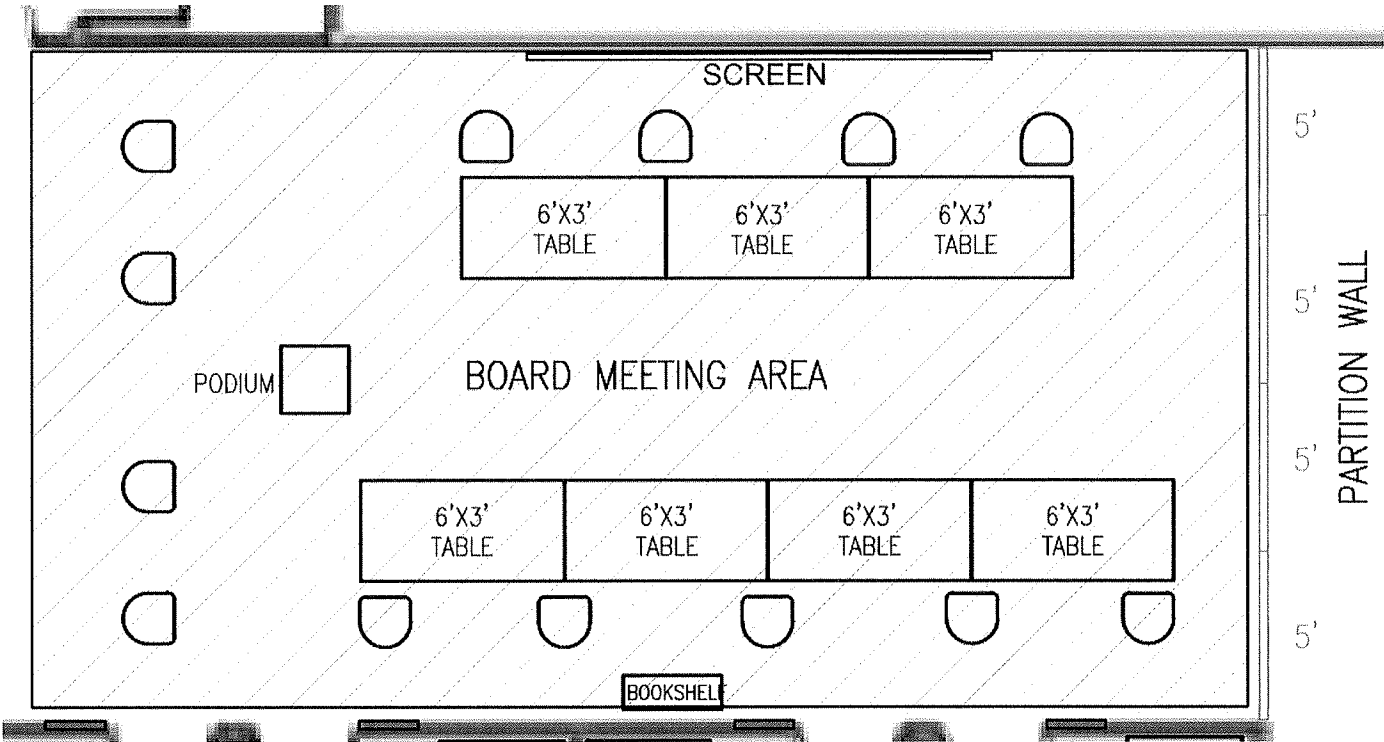
#### Option A Layout



**Option B:**

Under this option, the Board members are seated at the longer arrangement of tables and staff are seated in the tables on the opposing side of the Board.

**Option B Layout**

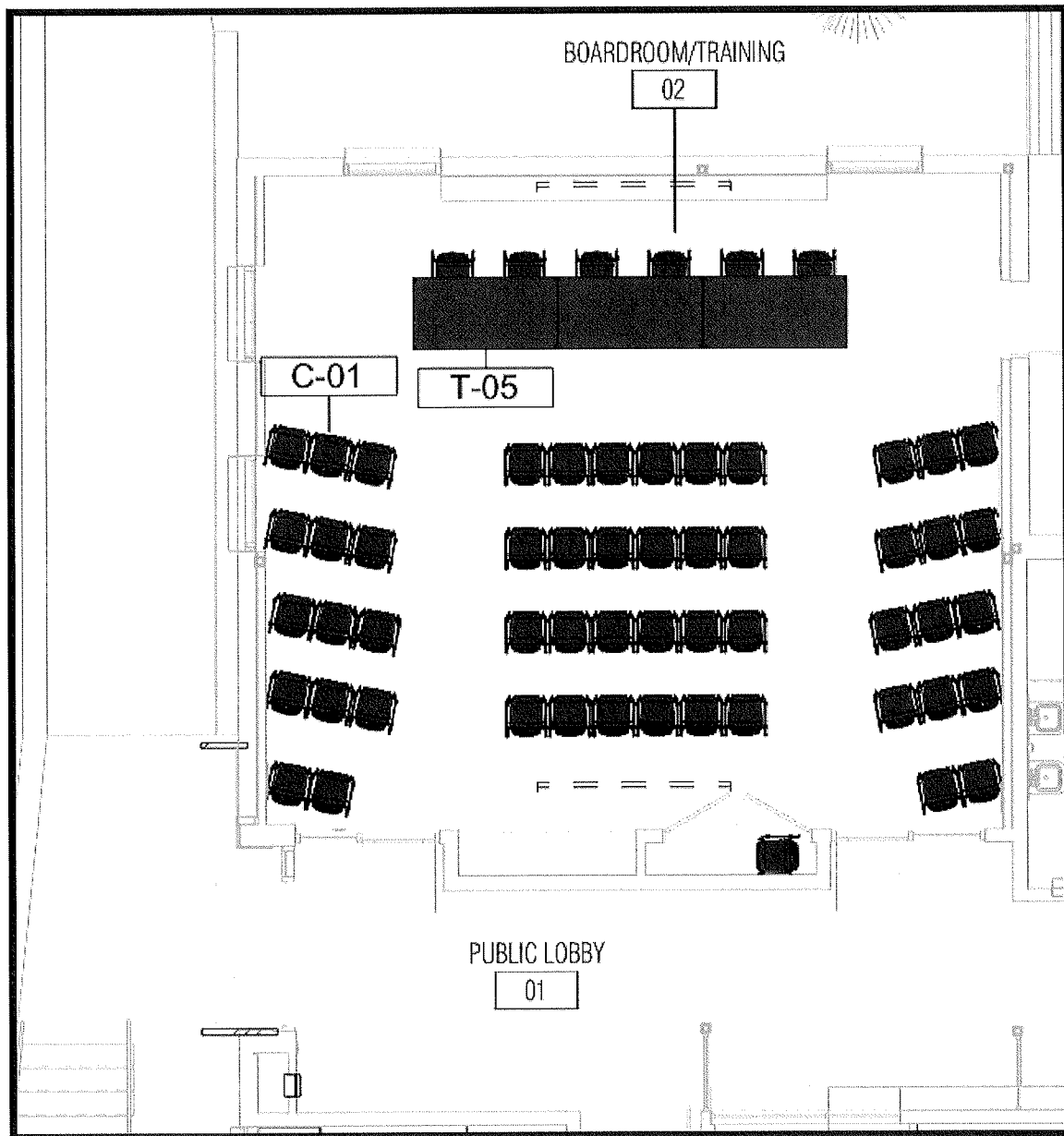


Option B is generally recommended over Option A, however, adjustments to the layout can be explored once staff formally relocates to the Wood Hollow building and if the hybrid meetings are initiated to allow for the optimal arrangement of tables and chairs, including a presentation screen or screens. Both options allow for up to a combination of eight (8) District staff participants, special presenters, or consultants. Members of the public would participate virtually (via Zoom).

**Hybrid Meeting Layout (New Administration Building)**

The renovation design of the District Administration building includes an approximate 875 square foot (SF) Boardroom that can seat a total capacity of over 100 occupants. This larger space, which is more than twice the size of the room in the existing building, will allow more flexibility for hybrid meeting layouts. This draft Plan will be updated as the construction of the Project is nearing completion and a furniture plan is fully developed. The tentative floor plan of the new Boardroom is provided below. Note that the furniture layout shown is very preliminary.

### New Boardroom Layout (preliminary)



### Hybrid Meeting Technology

The District currently uses the Zoom software platform (webinar mode) for virtual meetings. It is recommended to continue using Zoom for hybrid meetings. There are several options for the audio and video recordings of the in-person participants under a hybrid meeting setting:

- **Option 1 - Web Cam Option:** Under this option, there will be a dedicated stand-alone laptop with a web camera to take a video of the Board and staff at the meeting. The audio on laptop will be muted and audio will be provided through a Conference Phone via the



Zoom meeting. A host will still be required to mute and unmute those from the public who wish to speak. This option will also provide a recording online (Zoom link) for easy access. An additional camera can be used to ensure the video captures all of the staff and Board participants in the room.

- **Option 2 - Conference Camera Option:** This option will require a conference camera device with a built-in microphone. Unlike the web cam option, both a video and audio recording are taken from this single device.
- **Option 3 - Conference Phone Option:** This option will require a Conference Phone and an audio recording is taken with a hand-held device. This option will depend on what is available to us with the new Comcast Phone system.

Under Options 1 and 2, the addition of a projector and screen would allow staff participants to see the Zoom window without the need for individual laptops, iPads or similar devices. The costs for the necessary devices under various options is relatively minimal since the District currently owns some devices. However, approximately \$1,000 to 2,000 is likely necessary for new devices to ensure proper coverage. The District's IT support (Core Utilities) and public communications consultant (Kiosk) would be available to assist with the technology and setup, as well as assistance during the meetings (Zoom hosting, etc.).

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## MEMORANDUM

To: Board of Directors Date: June 7, 2022  
 From: Julie Blue, Auditor/Controller *JB*  
 Subject: Budget Review – Proposed FY 22/23 Budgets Novato & West Marin Service Areas  
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**RECOMMENDED ACTION:** Information Only – Budget Review  
**FINANCIAL IMPACT:** None at this time – Total \$44.1 Million Expenditure Plan  
 Capital/Equipment/Debt Service - \$24 Million  
 Operations - \$20.1 Million

**Budget Review:**

Attached for review are the FY 22/23 Budgets for North Marin Water District (NMWD) which include Novato Water, Recycled Water (RW), West Marin Water (WM), and Oceana Marin Sewer (OM).

To date, the Board of Directors (BOD) have reviewed financial forecasts for each service area in April. These financial forecasts were 5-year projections outlining the overall financial status of each Enterprise and conveyed the need for District wide rate increases.

The BOD also reviewed the FY 22/23 Capital Improvement Project (CIP) Budget and Equipment Budget in early May. The CIP Budget has a net projected outlay of \$4.5 million. The Equipment Budget has a projected outlay of \$557,000.

**Budget/Rate Hearing Schedule:**

As listed in the budget/rate hearing schedule that follows, a public hearing will take place to consider the proposed water rate increases for Novato, RW, WM, and OM on June 28, 2022 at 6:00 pm. Due to ongoing COVID-19 related restrictions the public hearing is scheduled to be conducted virtually via Zoom. Announcement of the public hearing and details of the Novato and RW rate increases will be published in the Marin IJ on June 14, 2022. Announcement of the public hearing and details of the West Marin Water and Oceana Marin Sewer rate increases will be published in the Point Reyes Light on June 9, 2022. The budget will be reviewed and refined if necessary prior to the next BOD's review when presented for approval at the June 28, 2022 Board meeting at 6:00 pm.



Date	Item	Review/Approve	Rate Hearing	Status	Service Area
April 5	Financial Plan Update	Review Only		Complete	Novato/RW/WM/OM
April 19	Review and Approve Prop 218 Letters to be sent to customers	Approve		Complete	Novato/RW/WM/OM
May 3	Capital Project & Equipment Budget Schedules	Review Only		Complete	Novato/RW/WM/OM
June 7	Operations & Maintenance and Capital Budget - District	Review Only		Current	Novato/RW/WM/OM
June 28	Operations & Maintenance and Capital Budget - Novato and Recycled Water	Approve	X	Upcoming	Novato/RW/WM/OM



**NORTH MARIN  
WATER DISTRICT**

# *North Marin Water District*

## **Budgets**

*Novato & West Marin Service Areas*

***Draft June 7, 2022***

**Fiscal  
Year  
2022/23**

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

## **INTRODUCTION**

This document contains the fiscal year 2022/23 budgets for North Marin Water District's various enterprise service districts located in Marin County. These are:

**Potable Water Service:**

Novato

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

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

Novato

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

Oceana Marin

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

## **MISSION STATEMENT**

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

## **VISION STATEMENT**

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

## **NMWD VALUES**

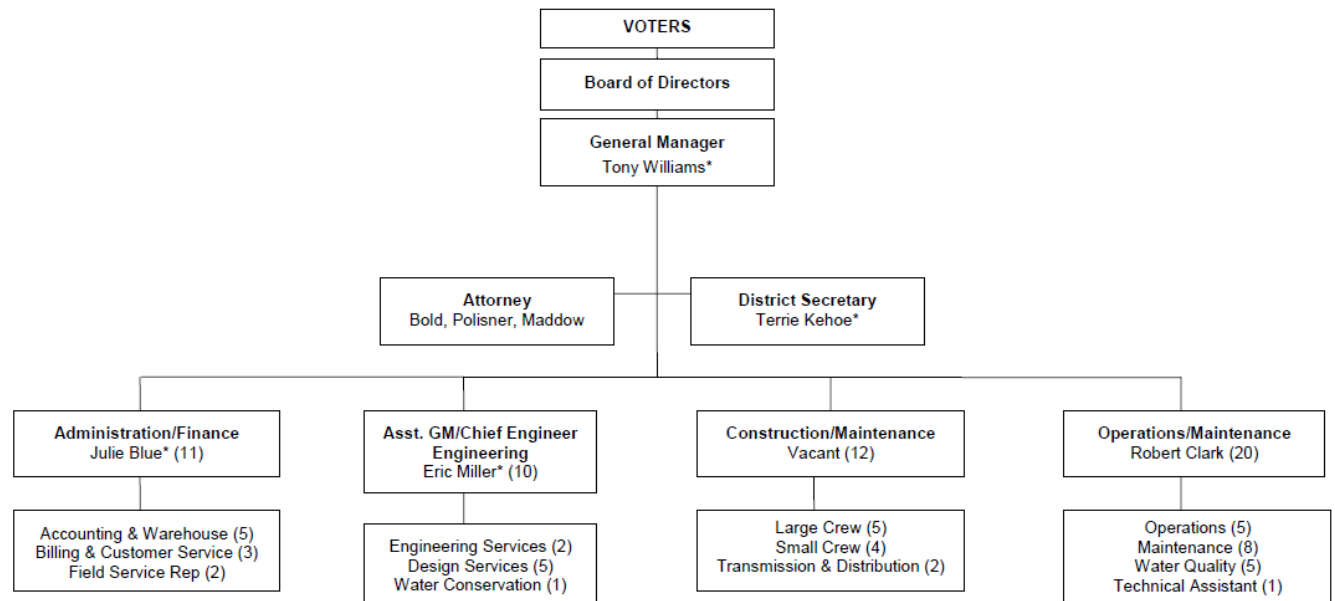
- Accountability – We work transparently and in full view of customers and take responsibility for our work.
- Integrity – Customers can count on quality and fair service from our staff and the District.
- Teamwork – We work cooperatively to accomplish our goals.
- Honesty – We always seek the truth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

## ORGANIZATION FACT SHEET

July 2022

### Organization:

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



\*Also serves as District officer

### Authority:

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

### Territory:

100 square miles (see attached map)

### Distribution System Expansion Policy:

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



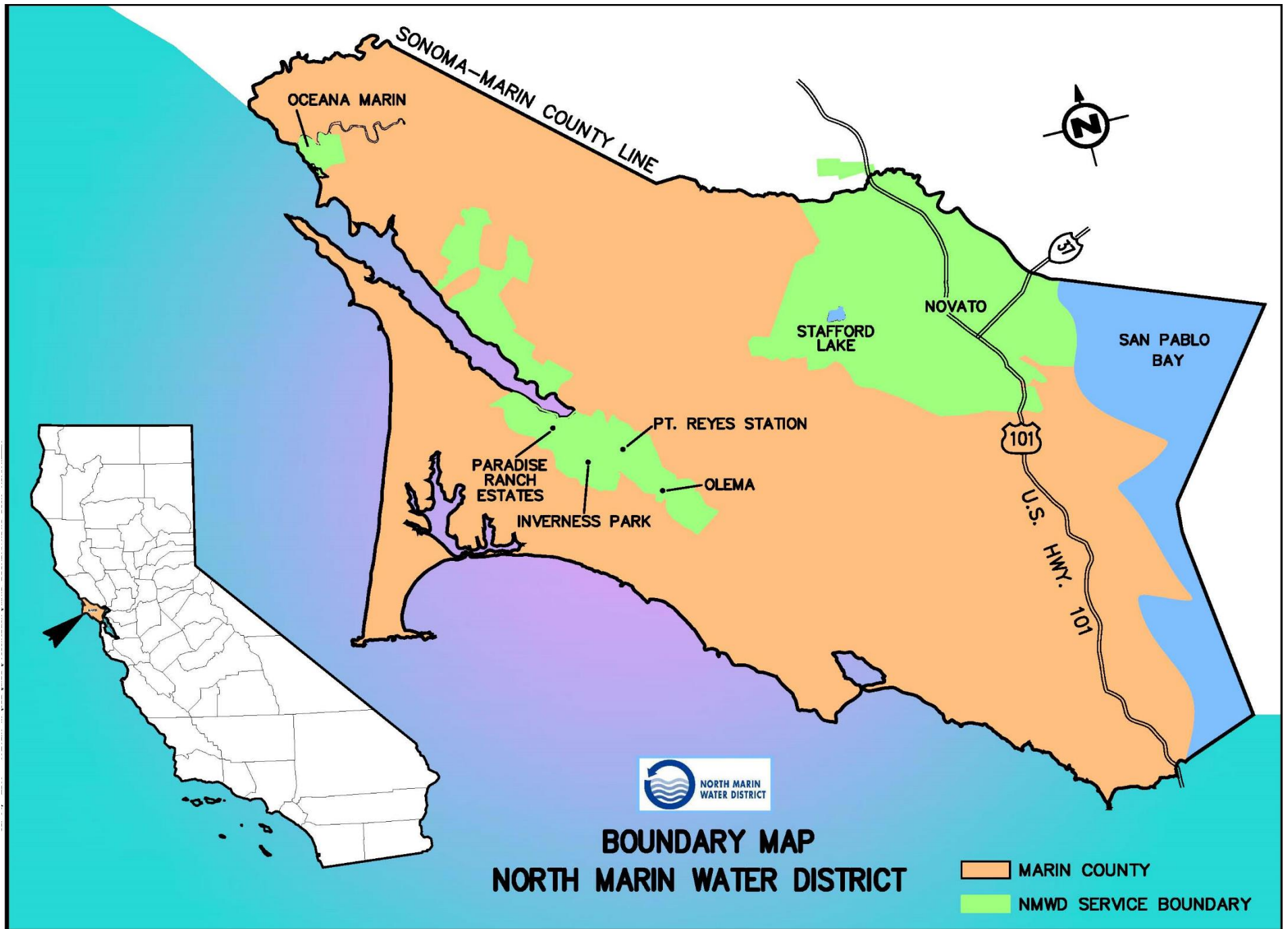




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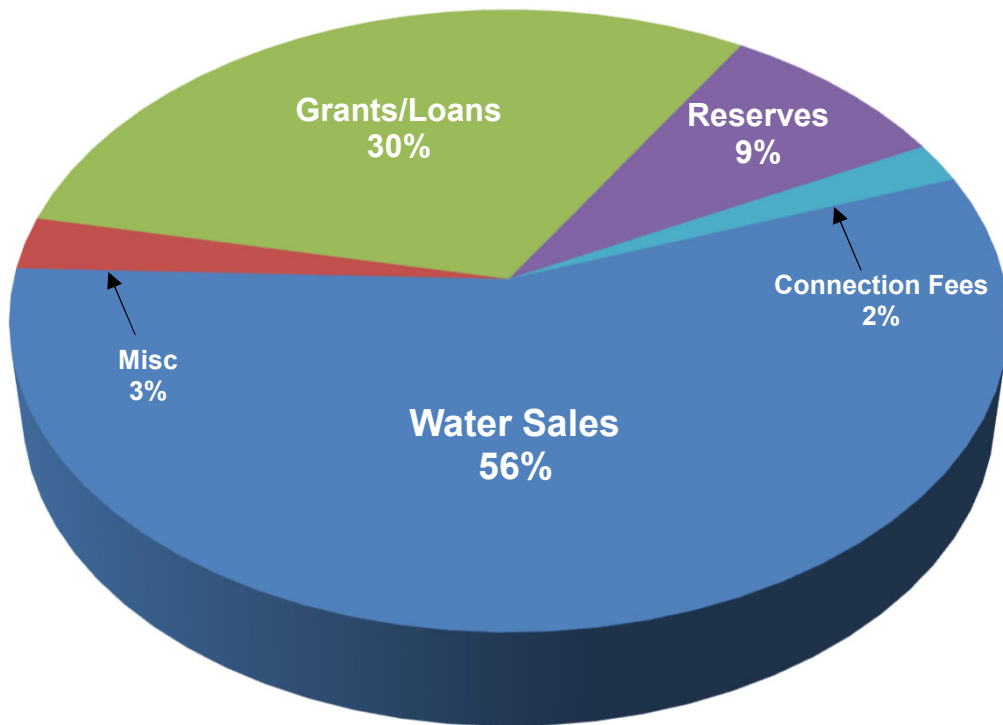
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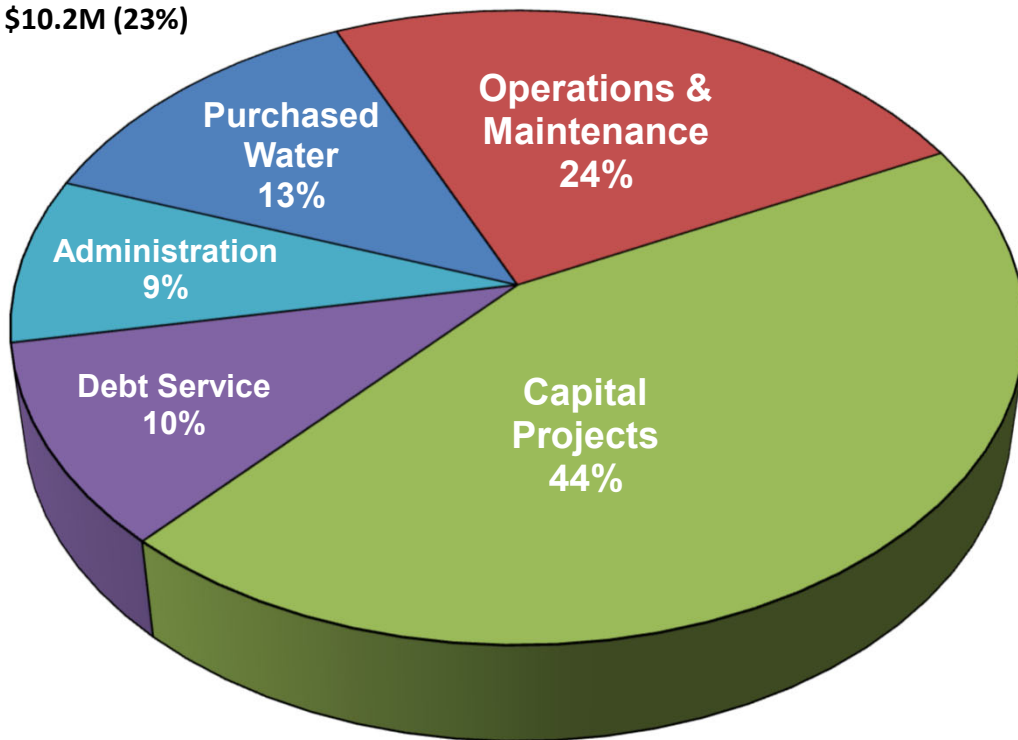
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**NORTH MARIN WATER DISTRICT**  
**FY22/23 DRAFT BUDGET - ALL SERVICE AREAS COMBINED**  
**SOURCES = \$44,089,000**



**Labor = \$10.2M (23%)**



**USES = \$44,089,000**

Excludes Depreciation Expense & Developer Funded Costs

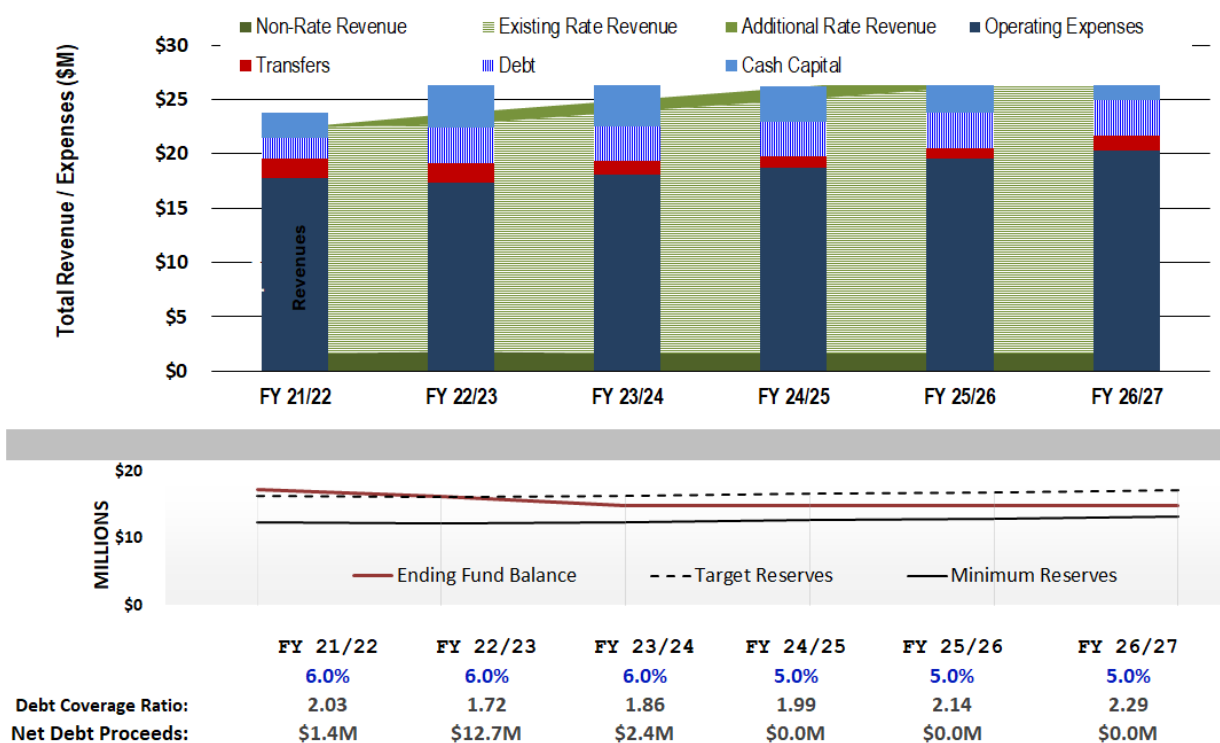
## Summary

The \$44.1 million consolidated budget projects operating revenue of \$25.6 million and a net operating income of \$2.5 million. The FY 22/23 budget incorporates \$4.5 million in internally funded capital improvement projects and \$5.7 million in water purchases. After payment of \$4.6 million in debt service, the consolidated budget projects a decrease in cash for the fiscal year of \$2.9 million.

## Novato Water

The Novato Potable Water System budget projects a \$3 million cash decrease over the fiscal year. A 6% rate increase in both the commodity and service charge, effective July 1, 2022, will be considered by the Board of Directors at a public hearing occurring on June 28, 2022. Total budget outlay, which includes \$3.9 million in internally funded capital improvement projects, is projected at \$26.9 million which is \$1M lower than the FY 21/22 budget. The below chart shows that the Novato Water financial plan will maintain sufficient cash reserves aiming towards the designated targets and remaining above the minimum level, as established during the 2020 Novato and Recycled Water Rate Study.

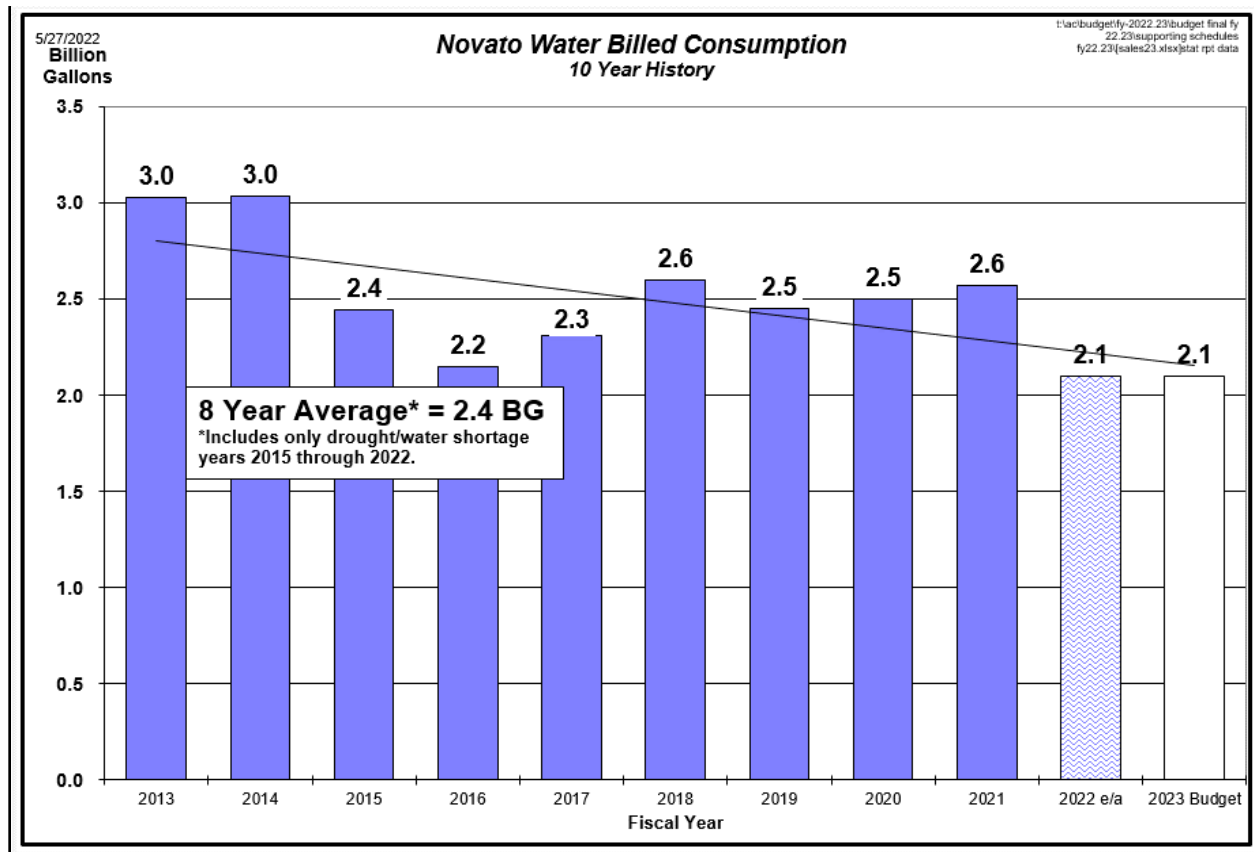
**Novato Water Financial Forecast Chart**



## Operating Revenue

**Water Sales** - Water sales volume is budgeted at 2.1 billion gallons (BG) which is a 12.5% decrease from the FY 21/22 budget. The decrease is primarily driven by the continuation of mandatory water conservation orders due to ongoing drought conditions and is equivalent to the estimated sales for FY 21/22. The proposed 6% rate increase, effective July 1, 2022 is projected to increase revenues by \$1 million but is highly dependent on water sales volume. The following

chart shows a 10-year history of billed consumption for the Novato Potable Water System. The FY 22/23 Budget also includes a drought surcharge of 5%, assuming drought conditions (Stage 2 water shortage) to continue throughout the fiscal year.



**Other Revenue** – Connection Fee revenue is budgeted at \$872,000. Connection Fee revenue of \$890,000 for 31 Equivalent Dwelling Units (EDUs) is estimated to be collected in FY 21/22. The annual average connections have been 61 EDUs (FY 17/18 through FY 21/22). Included in the projections is annual Connection Fee revenue equivalent to 30.5 EDUs or about half of the actual five-year average.

The wheeling charge to Marin Municipal Water District is budgeted at \$142,000. This is based on the average revenue collected in the past three years. In addition, MMWD will pay the annual fixed AEEP capital contribution of \$205,000 in accord with the terms of the 2014 Interconnection Agreement. Miscellaneous Revenue of \$216,000, from various sources, includes rental income, backflow charges, and account turn on charges.

### **Operating Expenditures**

Operating expenses (excluding depreciation) are budgeted to increase 1% or \$171,000 from the FY 21/22 budget. The increase is primarily due to inflation adjustments, increases in the cost to purchase water, insurance costs, and personnel costs. This increase is offset by a projected decrease in water purchases due to decreased demand. Water purchases, and some operational costs are variable and dependent on the volume of water produced and purchased while other expenses such as salaries, benefits, general liability insurance, and other administrative costs are fixed. More details are outlined in this budget report.

**Source of Supply** – The purchase price of water from Sonoma Water (SW) (AKA Sonoma County Water Agency) is projected to increase 5.2% in FY 22/23. This change will result in a cost per acre-foot of \$1,102 for FY 22/23 versus \$1,047 for the current fiscal year and is estimated to increase the cost to purchase water by \$280,000.

**Stafford Treatment Plant (STP) Water Production** – STP water production is projected at 500 MG in FY 22/23 which is lower than the 10-year average annual production of 544 MG. This estimate could differ from actual operations and is dependent on drought conditions, statewide water restrictions, and water allocations from Sonoma Water. The cost of production at the end of FY 20/21 was \$7,819/MG and varies depending on the volume and length of production.

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

**Personnel Costs** - The budget includes a staffing level of 55 full-time equivalent (FTE), see table below. There is an increase of a Junior Engineer, one FTE in the Engineering Department, to address an increase in workload demands due to an increase in Capital and Developer Projects. The temporary staffing budget hours are budgeted at 4,975 which is a reduction from the prior year's budget of 7,480 hours. Less temporary hours are needed due to increased efficiencies in the Consumer Services Department and the addition of the full time Junior Engineer position, decreasing the need for Engineering temporary hours.

<u>FTE Staffing</u>	<u>FY23</u>	<u>FY22</u>
Administration	8.0	8.0
Consumer Services	5.0	5.0
Construction/Maintenance	12.0	12.0
Engineering	10.0	9.0
Maintenance	9.0	9.0
Operations	6.0	6.0
Water Quality	<u>5.0</u>	<u>5.0</u>
	<u>55.00</u>	<u>54.00</u>

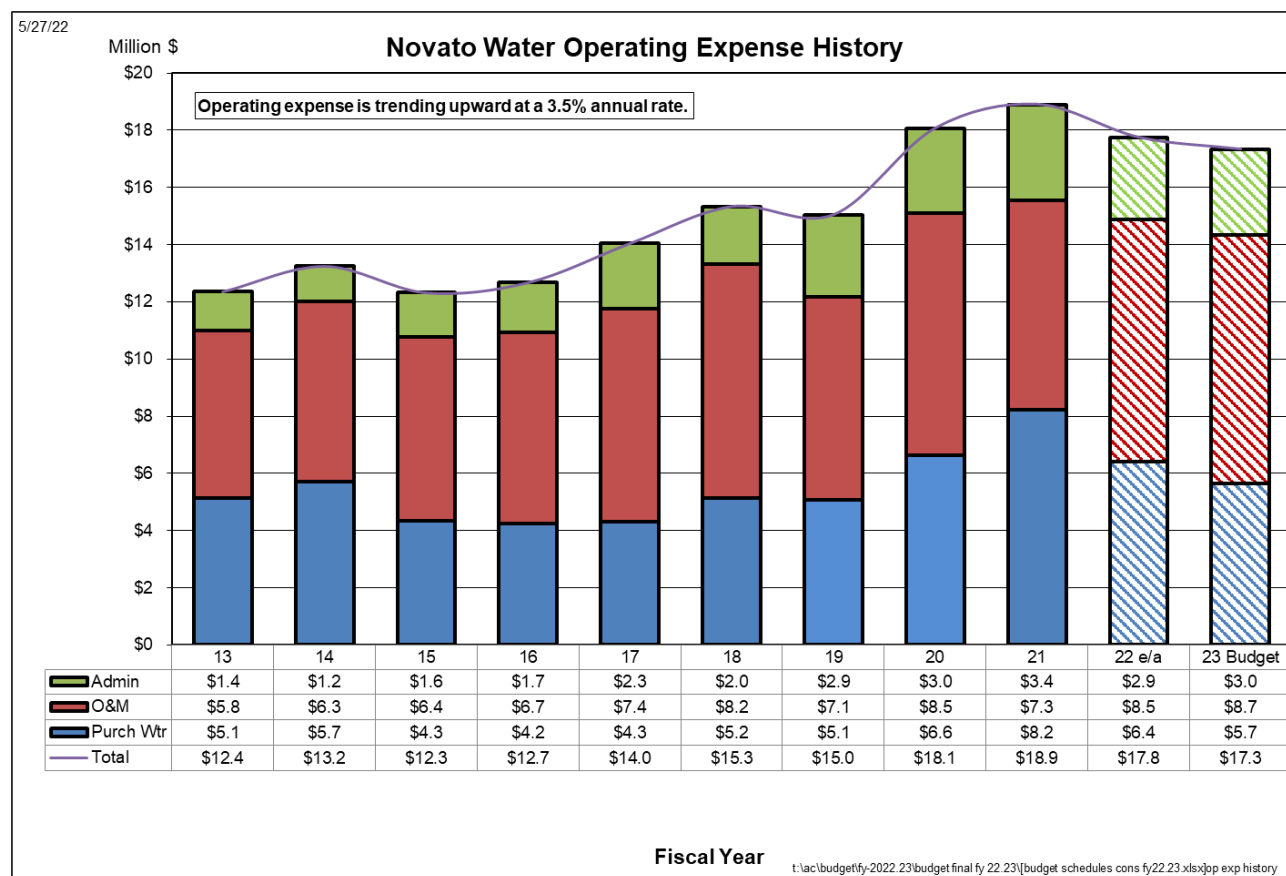
In accordance with the Employee Association and NMWD's Memorandum of Understanding (MOU), a 4.0% cost-of-living salary increase, has been factored into the budget effective October 1, 2022. The MOU links an annual cost-of-living adjustment (COLA) to the change in the Consumer Price Index (CPI). The District entered into a five-year MOU with the NMWD Employee Association beginning on October 1, 2018. The current MOU established a COLA minimum of 2.0% and a maximum of 4%. The 4.0% cost-of-living increase is staff's best projection at this time.

The District's average CalPERS retirement contribution rate will increase 1.81%, to 31.45% of earnings, compared to 29.65% from the rate budgeted last year. When applied to the FY 22/23 budgeted earnings this equates to an increase in pension expense of \$173,000. For context the rate in FY 16/17 was 20.2% of earnings and any increases in pension expense has a compounding impact when tied to annual COLA increases. All employees now pay 100% of the CalPERS employee contribution. For budgeting purposes, group health insurance rates remained constant. This cost increased minimally in 2022 and in prior years.

## Other Operations & Maintenance Expenses –

- Studies and Special Projects are budgeted at \$350K which include an update to the Novato Water Master Plan and a Pipeline Condition Assessment.
- Water Conservation costs are budgeted to increase 19% over budgeted FY 21/22 costs. This is due to ongoing drought conditions and to align with the actual expenditures expected in FY 21/22.
- An addition of \$20,000 in non-recurring election costs due to the term expiration of two members of the Board of Directors.
- An increase in insurance premiums and claims of \$32,000 from the prior year's budget to align with expected premium costs.

The following chart shows the past 10-years of operating expense (excluding depreciation) for Novato Water. The five-year average increase to actual expenses is 8.6% which is influenced by a one-time payment of \$1.1M in FY 19/20 for bond issued debt service made to SW. Additionally, the average increase in operating expenses is impacted by the purchase of 363.5 million gallons of water from SW to backfeed Stafford Lake in FY 21/22 at the cost of \$1.1 million. The ten-year actual average increase to operating expenses is 5.6%.



## Non-Operating Expenses –

- An increase of \$406,000 for costs related to the lease of temporary office and lab space during the Administrative and Laboratory Upgrade Project.

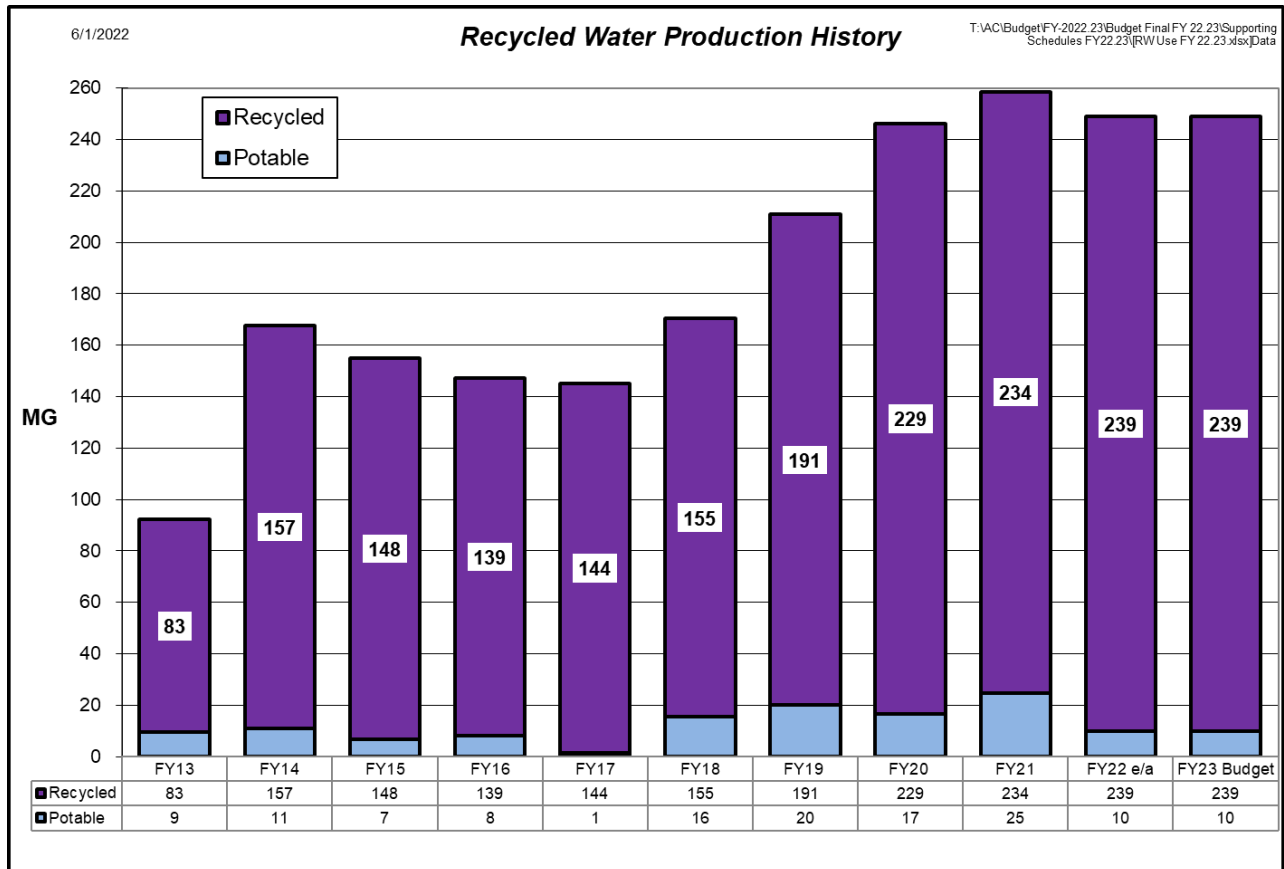
## Recycled Water

The FY 22/23 Recycled Water (RW) System Budget projects demand of 249MG which is consistent with the estimated sales volume in FY 21/22. Over the past few years, sales have increased primarily due to the Central expansion project completion in FY 17/18. The budget projects purchase of 180MG of tertiary treated water from Novato Sanitary District for approximately \$1,500/MG and 50MG from Las Gallinas Valley Sanitary District, at an average rate of \$2,200/MG. The Deer Island Plant is budgeted to produce 5MG during the summer, to keep it operating, and to serve as a back-up facility.

Consistent with the potable water increase, a 6% commodity rate and bimonthly service charge increase will be considered by the Board of Directors at a public hearing occurring on June 28, 2022, effective July 1, 2022. The increase is projected to generate \$99,000 in additional revenue next fiscal year.

Operating expenses (excluding depreciation) are budgeted to increase 5% or \$36,000 from the FY 21/22 budget. This increase is primarily due to refined budget estimates to align more closely with expected actual expenses. The RW system is projected to show a net operating income of \$392,000 and an increase of cash for the year of \$397,000.

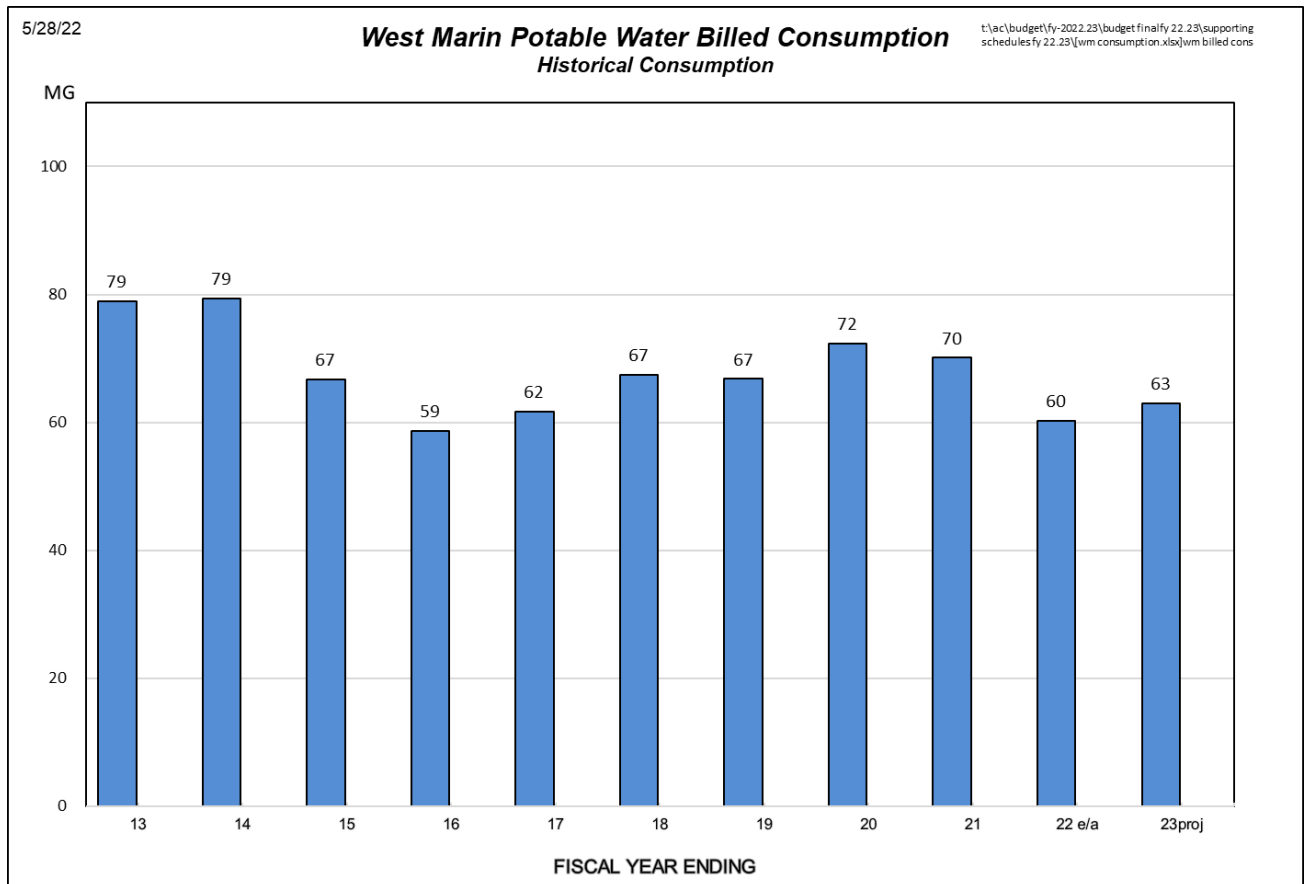
The following chart shows the historical production for the Recycled Water System.



## **West Marin Water**

Incorporated in the West Marin Water budget is a 6% rate increase in both the commodity and service charge, effective July 1, 2022. This proposed increase will be considered by the Board of Directors at a public hearing occurring on June 28, 2022. There are no new connection fees budgeted for FY 22/23. Included in the five-year financial forecast is revenue for one new connection every other year.

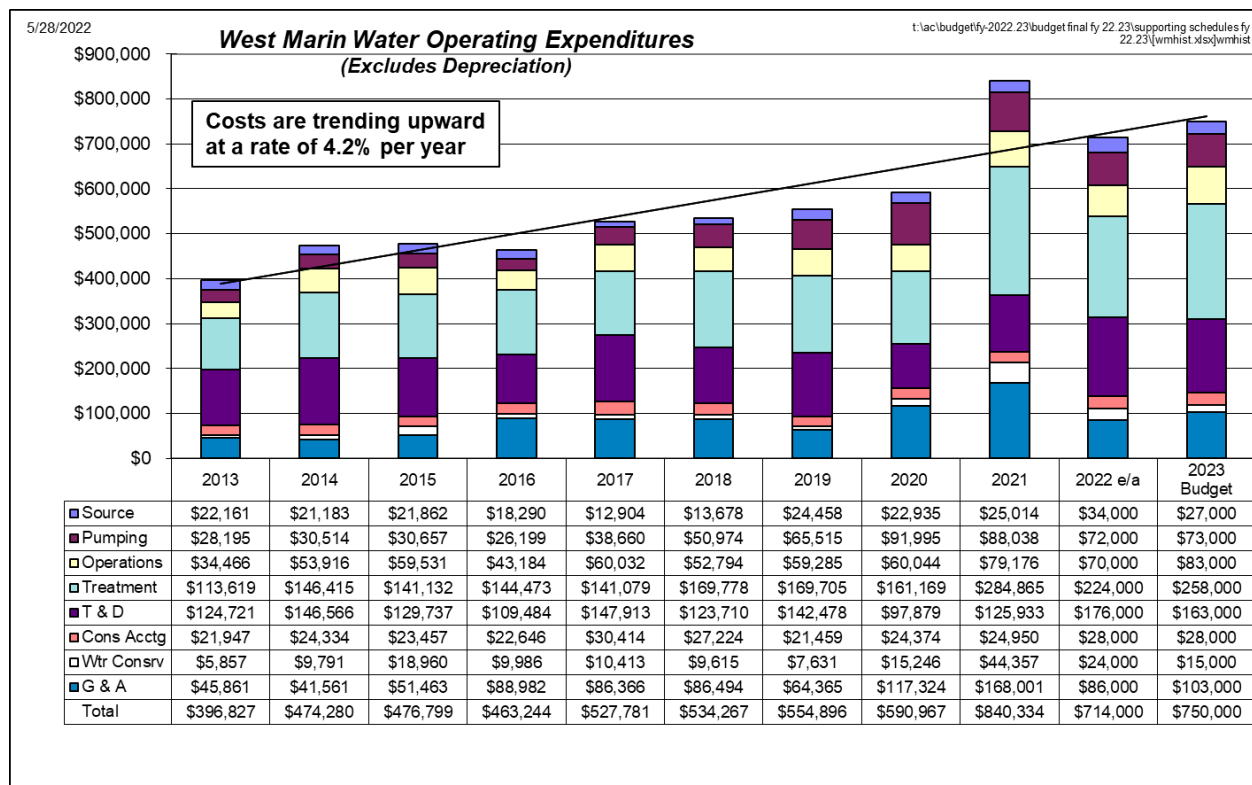
FY 22/23 water sales volume is budgeted at 63MG and is based on the estimated 60 MG in sales for FY 21/22, adjusted up by 5% for the anticipated slight rebound due to normal year water conditions in Lagunitas Creek. See the below chart for the historical consumption for the WM service area.





WM operating expenditures, before depreciation, are budgeted at \$750,000 which is \$140,000 higher or 22.3% more than the FY 21/22 adopted budget. The increase is primarily due to costs for Water Treatment which include Water Quality and Lab costs for ongoing efforts to monitor salinity intrusion in the West Marin System Source Wells. The budget projects a net operating income of \$97,000 and, after capital outlay and debt service, the system is projected to show a cash decrease for the year of \$71,000.

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

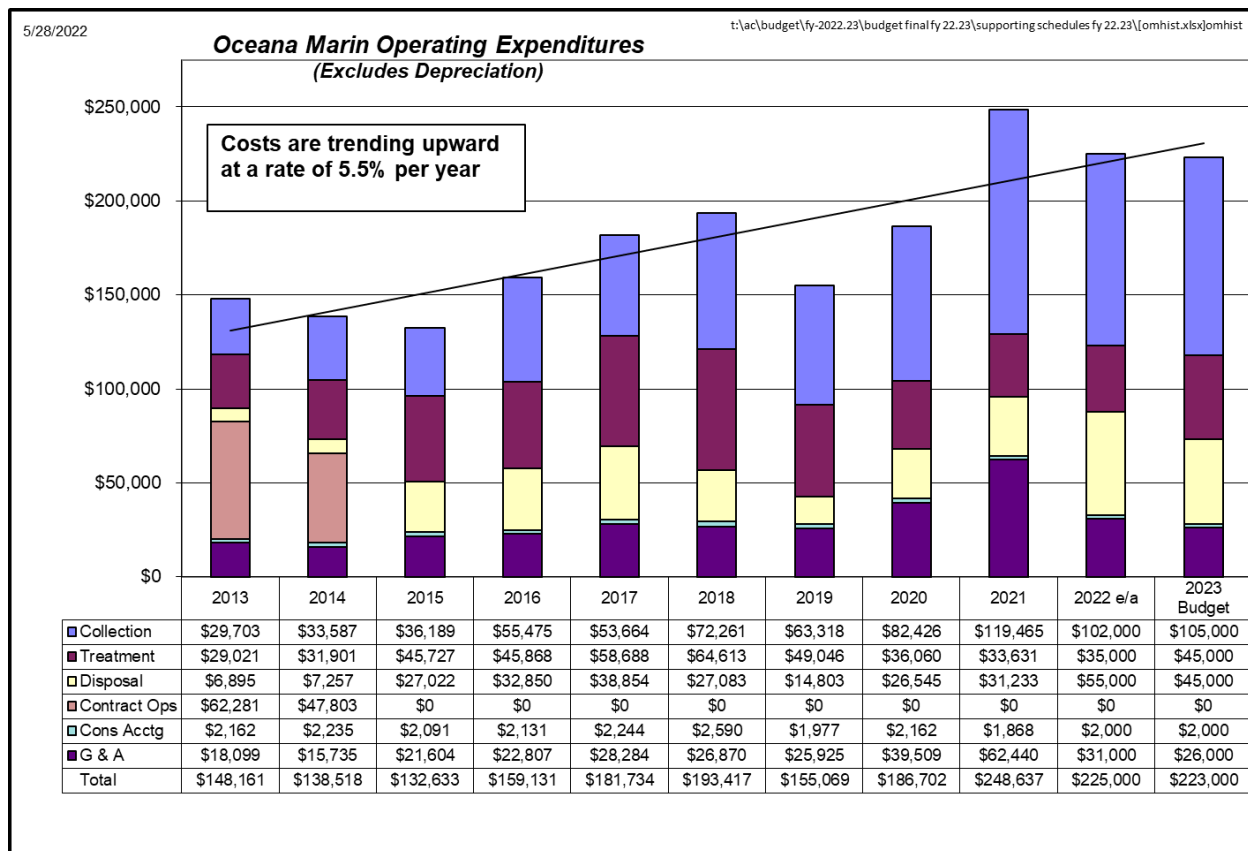


## Oceana Marin Sewer

A proposed 5% rate increase (\$5/month - to \$1,296/year) in the Oceana Marin Sewer service charge effective July 1, 2022, is projected to add \$14,000 in additional annual revenue. The increase will be considered by the Board of Directors at a public hearing occurring on June 28, 2022. Growth in the past three years has remained relatively stable so conservatively there is one new connection fee budgeted for FY 22/23. Included in the five-year financial forecast is revenue for one new connection every other year.

FY 22/23 OM operating expenditures, before depreciation, are budgeted at \$223,000 which is an increase of \$14,000 or 6.7% from the FY 21/22 adopted budget. The increase is primarily due to an increase in the annual State Water Resources Control Board permit fees for waste discharge. These fees have increased 58% over the last five years. The budget projects a net operating income of \$36,000 and, after capital outlay, the system is projected to show a cash decrease for the year of \$236,000.

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



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

The Fiscal Year 22/23 and FY 23/24 Capital Improvement Project (CIP) budget includes projects recommended for Novato Water, Recycled Water, West Marin Water, and Oceana Marin Sewer. Also included is a debt service schedule detailing the principal and interest payment required to fund prior CIPs.

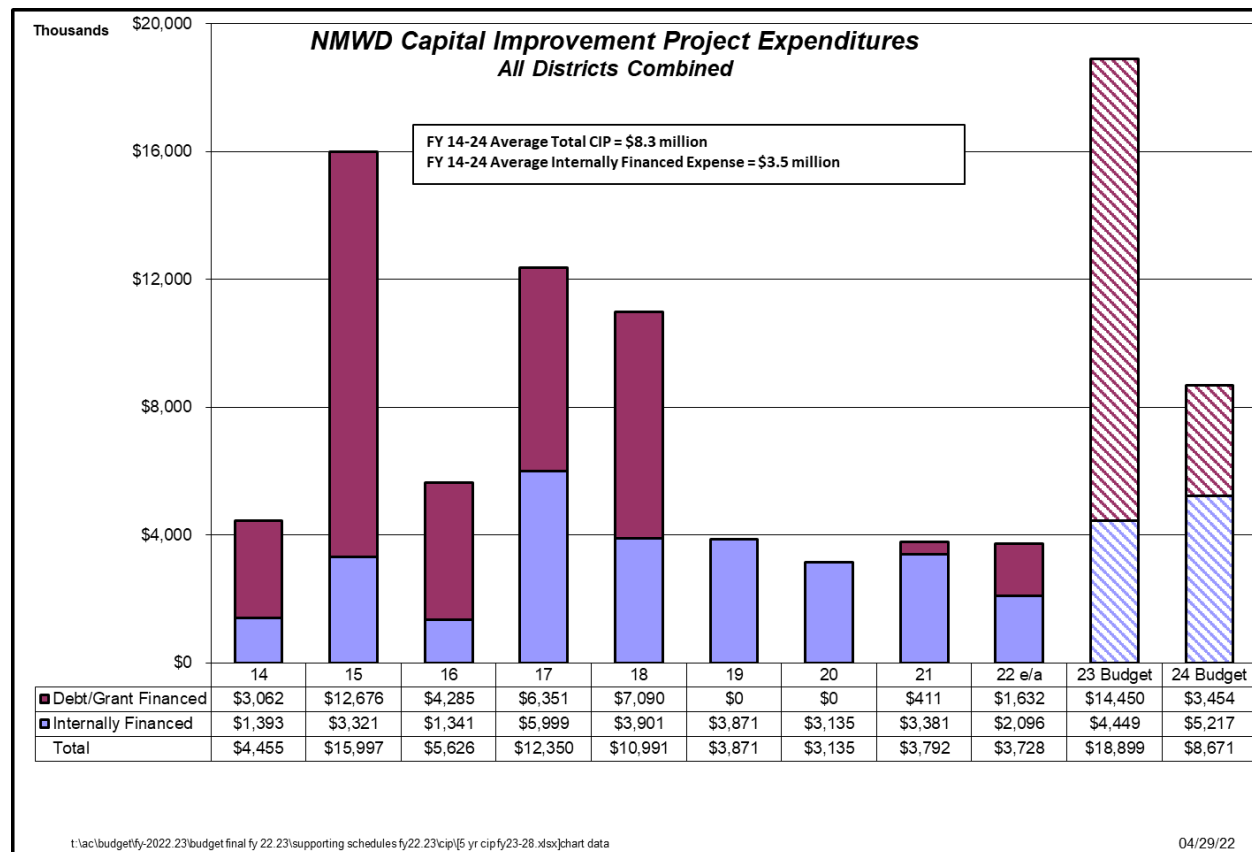
Below is a summary identifying the significant projects (totaling \$400,000 or more) to be undertaken over the next two fiscal years. The below table also includes the total cost of the projects which adds all costs occurring within and outside of the two-year budget period.

<b><u>Project</u></b>	<b><u>FY22/23</u></b>	<b><u>FY23/24</u></b>	<b><u>Total Project Costs</u></b>
Administration and Laboratory Upgrade Project	\$ 12,650,000	\$ 2,350,000	\$16,350,000
Novato Blvd Widening – Diablo to Grant (4,100')	1,000,000	1,500,000	2,500,000
Lynwood Recoat/Seismic Upgrade	1,000,000	1,000,000	2,000,000
San Mateo Tank 24" Transmission Main	-	332,000	1,328,000
Oceana Marin Treatment Pond Rehab (OM)	1,200,000	205,000	1,405,000
PRE Tank #1 & #2 Replacement (WM)	-	620,000	620,000
Other Projects	<u>3,049,000</u>	<u>2,664,000</u>	-
Gross Project Outlay	18,899,000	8,671,000	24,203,000
Less Loan/Grant Funding	<u>(14,450,000)</u>	<u>(3,554,000)</u>	<u>(18,004,000)</u>
<b>Net Project Outlay (internally funded)</b>	<b><u>\$4,449,000</u></b>	<b><u>\$5,117,000</u></b>	<b><u>\$6,199,000</u></b>

The two-year combined total project outlay, net of grant/loan funding, totals \$9.6 million, which is \$1 million less than the \$10.6 million combined two-year budget adopted last year. The CIP budget includes 38 projects in FY 22/23 and 31 projects in FY 23/24. This comprehensive plan is developed to confirm that adequate funding and staffing exists to accomplish the budgeted projects planned for FY 22/23.

	<b><u>Net Cash Outlay (Pay-go)</u></b>		
<b><u>District</u></b>	<b><u>Proposed FY23 &amp; FY23</u></b>	<b><u>Adopted FY21 &amp; FY22</u></b>	<b><u>Increase (Decrease)</u></b>
Novato Water	\$8,457,000	\$8,850,000	\$ (393,000)
Recycled Water	-	450,000	(450,000)
WM Water	434,000	791,000	(357,000)
OM Sewer	675,000	510,000	165,000
<b>Total</b>	<b><u>\$9,566,000</u></b>	<b><u>\$10,601,000</u></b>	<b><u>\$ (1,035,000)</u></b>

The below chart shows the District wide 10-year history of capital improvement projects which averages \$8.3M per year including \$3.5M of internally (or “Pay-Go”) financed projects.



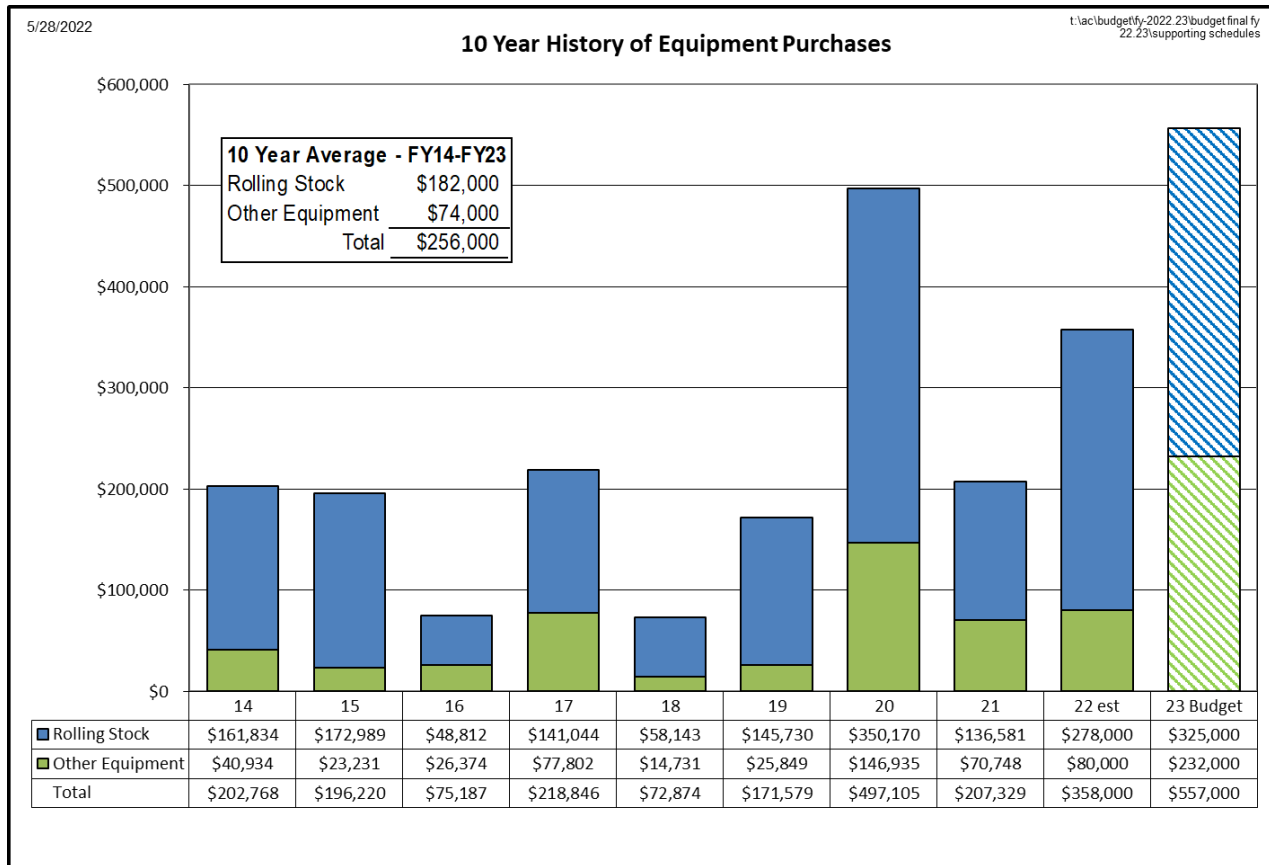
Novato Potable Water's CIP expenditure plan, when viewed over the current fiscal year and the next five years, averages \$4.1 million annually in internally funded projects, which is within the budget constraints of the five-year plan as established with the Board approved 2020 Novato and Recycled Water Rate Study. West Marin Water's CIP expenditure plan, when viewed over the next five years, averages \$280,000 annually in internally funded projects, which is within the budget constraints of the five-year plan as established with the Board approved 2021 West Marin Water Rate Study.

## Equipment Budget

The FY 22/23 Equipment Budget totals \$557,000. This is \$262,000 higher than the FY 21/22 Equipment Budget of \$295,000. FY 21/22 estimated actual expenditures are forecast to come in at \$358,000 which is \$63,000 above budget.

In FY 18/19 the District entered into a leasing agreement with Enterprise Fleet Management (EFM) with a plan to lease 27 vehicles, phased in over five years. The prior year budget did not include the leased vehicles due to a change in accounting treatment, effective June 30, 2021. There are currently 15 leased vehicles in the District's fleet. Included in the FY 22/23 budget is \$205,000 for leased vehicles for the replacement of six additional vehicles, ranging from 6 to 10 years old.

Another significant purchase included in the equipment budget is \$150,000 for a meter testing bench and equipment. The following chart shows the ten-year history of equipment purchases.



## **Debt Service**

Principal and interest payments totaling \$4.6 million are budgeted as the annual obligation on \$48.1 million in outstanding debt (as of June 30, 2022), comprised of:

- 1.) \$3.6 million with a 2.69% interest rate for a bank loan used to finance the Advanced Meter Information (AMI) project;
- 2.) \$6.7 million with a 2.39% interest rate for a State Revolving Fund (SRF) loan used to finance the Stafford Water Treatment Plant Rehabilitation;
- 3.) \$12.1 million in SRF loans (with interest varying from 1%-2.6%) used to finance the recycled water distribution system;
- 4.) \$4.4 million with a 3.54% interest rate for a bank loan used to finance the Aqueduct Energy Efficiency Project and West Marin Treatment Plant Solids-Handling Facility;
- 5.) \$1.3 million with a 2.4% interest rate for a SRF loan used to finance the Deer Island Recycled Water Facility;
- 6.) \$20 million with a 3.11% for a bank loan used to finance the Administration and Laboratory Upgrade Project other capital improvement projects in Novato & West Marin.

The Capital Improvement schedule includes additional debt service of \$1,348,000 for the Administration and Laboratory Upgrade Project. The loan was obtained on May 31, 2022 and semi-annual repayments commence in September 2022. Additional debt capacity remains available and the debt financing planned in the CIP budget will allow the District to maintain an average debt service coverage ratio of 1.5 as required by the Board approved Debt Policy. The estimated FY 21/22 consolidated debt service coverage ratio is 1.67.

**NORTH MARIN WATER DISTRICT**  
**BUDGET SUMMARY - ALL SERVICE AREAS COMBINED**  
**Fiscal Year 22/23**

	<i>Proposed Budget 2022/23</i>	<i>Estimated Actual 2021/22</i>	<i>Adopted Budget 2021/22</i>
<b>OPERATING INCOME</b>			
1 Water Sales	<b>\$24,742,000</b>	\$23,382,000	\$22,957,000
2 Sewer Service Charges	<b>306,000</b>	290,000	290,000
3 Wheeling & Misc Service Charges	<b>504,000</b>	494,000	470,000
4 <b>Total Operating Income</b>	<b>\$25,552,000</b>	<b>\$24,166,000</b>	<b>\$23,717,000</b>
<b>OPERATING EXPENDITURES</b>			
5 Source of Supply	<b>\$6,182,000</b>	\$6,860,000	\$6,559,000
6 Pumping	<b>628,000</b>	487,000	646,000
7 Operations	<b>1,120,000</b>	1,235,000	1,026,000
8 Water Treatment	<b>2,802,000</b>	2,418,000	2,794,000
9 Sewer Service	<b>195,000</b>	192,000	195,000
10 Transmission & Distribution	<b>3,902,000</b>	4,079,000	4,086,000
11 Consumer Accounting	<b>508,000</b>	480,000	528,000
12 Water Conservation	<b>462,000</b>	489,000	381,000
13 General & Administrative	<b>3,217,000</b>	3,102,000	2,440,000
14 Depreciation Expense	<b>4,077,000</b>	3,934,000	3,904,000
15 <b>Total Operating Expenditures</b>	<b>\$23,093,000</b>	<b>\$23,276,000</b>	<b>\$22,559,000</b>
16 <b>NET OPERATING INCOME (LOSS)</b>	<b>\$2,459,000</b>	<b>\$890,000</b>	<b>\$1,158,000</b>
<b>NON-OPERATING INCOME/(EXPENSE)</b>			
17 Tax Proceeds	<b>\$123,000</b>	\$120,000	\$116,000
18 Interest Revenue	<b>332,000</b>	217,000	241,000
19 Miscellaneous Revenue	<b>142,000</b>	69,000	136,000
20 Interest Expense	<b>(1,119,000)</b>	(687,000)	(1,372,000)
21 Transfers Out from Capital Expansion Fund	<b>(590,000)</b>	-	(501,000)
22 Miscellaneous Expense	<b>(407,000)</b>	(284,000)	(3,000)
23 <b>Total Non-Operating Income/(Expense)</b>	<b>(\$1,519,000)</b>	<b>(\$565,000)</b>	<b>(\$1,383,000)</b>
<b>NET INCOME/(LOSS)</b>	<b>\$940,000</b>	<b>\$325,000</b>	<b>(\$225,000)</b>
<b>OTHER SOURCES/(USES) OF FUNDS</b>			
24 Add Depreciation Expense	<b>\$4,077,000</b>	\$3,934,000	\$3,904,000
25 Connection Fees	<b>902,000</b>	929,000	558,000
26 MMWD AEEP Capital Contribution	<b>205,000</b>	205,000	205,000
27 Loans/Grants	<b>13,450,000</b>	1,581,000	5,125,000
28 Marin Country Club Principal Repayment	<b>39,000</b>	38,000	38,000
29 West Marin Loan Principal Repayment	<b>69,000</b>	-	-
30 Capital Improvement Projects	<b>(18,899,000)</b>	(3,730,000)	(11,250,000)
31 CIP Efficiency Adjustment	<b>-</b>	-	1,558,000
32 Transfers In from Capital Expansion Fund	<b>350,000</b>	-	-
33 Capital Equipment Expenditures	<b>(557,000)</b>	(358,000)	(295,000)
34 Low Income Rate Assistance	<b>(42,000)</b>	(21,000)	(86,000)
35 Debt Principal Payments	<b>(3,459,000)</b>	(2,450,000)	(2,541,000)
36 <b>Total Other Sources/(Uses)</b>	<b>(\$3,865,000)</b>	<b>\$128,000</b>	<b>(\$2,784,000)</b>
37 <b>CASH INCREASE/(DECREASE)</b>	<b>(\$2,925,000)</b>	<b>\$453,000</b>	<b>(\$3,009,000)</b>

**NOVATO POTABLE WATER**  
**BUDGET SUMMARY**  
**Fiscal Year 22/23**

	<i>Proposed Budget 2022/23</i>	<i>Estimated Actual 2021/22</i>	<i>Adopted Budget 2021/22</i>
<b>OPERATING INCOME</b>			
1 Water Sales	<b>\$21,927,000</b>	\$20,713,000	\$20,398,000
2 Wheeling & Misc Service Charges	<b>358,000</b>	356,000	347,000
3 <b>Total Operating Income</b>	<b>\$22,285,000</b>	\$21,069,000	\$20,745,000
<b>OPERATING EXPENDITURES</b>			
4 Source of Supply	<b>\$5,775,000</b>	\$6,452,000	\$6,141,000
5 Pumping	<b>547,000</b>	412,000	561,000
6 Operations	<b>933,000</b>	1,061,000	850,000
7 Water Treatment	<b>2,511,000</b>	2,166,000	2,594,000
8 Transmission & Distribution	<b>3,661,000</b>	3,866,000	3,853,000
9 Consumer Accounting	<b>476,000</b>	448,000	498,000
10 Water Conservation	<b>447,000</b>	465,000	377,000
11 General Administration	<b>2,989,000</b>	2,881,000	2,294,000
12 Depreciation Expense	<b>3,012,000</b>	2,918,000	2,807,000
13 <b>Total Operating Expenditures</b>	<b>\$20,351,000</b>	\$20,669,000	\$19,975,000
14 <b>NET OPERATING INCOME (LOSS)</b>	<b>\$1,934,000</b>	\$400,000	\$770,000
<b>NON-OPERATING INCOME/(EXPENSE)</b>			
15 Interest Revenue	<b>\$280,000</b>	\$172,000	\$150,000
16 Miscellaneous Revenue	<b>136,000</b>	\$64,000	136,000
17 Interest Expense	<b>(846,000)</b>	(416,000)	(1,088,000)
18 Miscellaneous Expense	<b>(406,000)</b>	(283,000)	(2,000)
19 <b>Total Non-Operating Income/(Expense)</b>	<b>(\$836,000)</b>	(\$463,000)	(\$804,000)
20 <b>NET INCOME/(LOSS)</b>	<b>\$1,098,000</b>	(\$63,000)	(\$34,000)
<b>OTHER SOURCES/(USES) OF FUNDS</b>			
21 Add Depreciation Expense	<b>\$3,012,000</b>	\$2,918,000	\$2,807,000
22 Connection Fees	<b>872,000</b>	890,000	558,000
24 MMWD AEEP Capital Contribution	<b>205,000</b>	205,000	205,000
25 West Marin Loan Principal Repayment	<b>69,000</b>	-	100,000
26 Loans/Grants	<b>12,650,000</b>	1,350,000	3,575,000
27 Low Income Rate Assistance Program	<b>(42,000)</b>	(21,000)	(86,000)
28 Capital Equipment Expenditures	<b>(557,000)</b>	(358,000)	(295,000)
29 Capital Improvement Projects	<b>(16,527,000)</b>	(3,220,000)	(8,475,000)
30 CIP Efficiency Adjustment	<b>-</b>	-	1,558,000
31 Debt Principal Payments	<b>(2,404,000)</b>	(1,487,000)	(1,488,000)
32 Connection Fee Transfer from (to) RW	<b>(890,000)</b>	(743,000)	(890,000)
33 Loan Transfer WM/OM - Less WM Repa	<b>(500,000)</b>	(800,000)	(550,000)
34 <b>Total Other Sources/(Uses)</b>	<b>(\$4,112,000)</b>	(\$1,266,000)	(\$2,981,000)
33 <b>CASH INCREASE/(DECREASE)</b>	<b>(\$3,014,000)</b>	(\$1,329,000)	(\$3,015,000)



**NOVATO POTABLE WATER****Fiscal Year 22/23 Five-Year Financial Forecast**

	Proposed Budget FY 22/23	Forecast FY 23/24	Forecast FY 24/25	Forecast FY 25/26	Forecast FY 26/27	
1	6.00%	5.00%	5.00%	5.00%	5.00%	
<b>Rate Revenue</b>						
2	<b>Water Rate Revenue</b>	\$20,143,000	\$22,178,000	\$23,287,000	\$24,451,000	\$25,674,000
3	Drought Surcharge	750,000	-	-	-	-
4	Change due to growth	15,000	16,000	17,000	18,000	19,000
5	Increase due to rate adjustment	1,019,000	1,109,000	1,164,000	1,223,000	1,284,000
<b>Non-Rate Revenues</b>						
6	Wholesale Rate Revenue	\$142,000	\$142,000	\$142,000	\$142,000	\$142,000
7	Other Charges	216,000	182,000	182,000	182,000	182,000
8	Interest Earnings	255,000	173,000	173,000	173,000	173,000
9	Connection Fees	872,000	872,000	872,000	872,000	872,000
10	Miscellaneous Revenue	136,000	75,000	75,000	75,000	75,000
11	Loan Repayment WM	94,000	94,000	94,000	94,000	94,000
12	MMWD AEEP Contributions	205,000	205,000	205,000	205,000	205,000
13	<b>Total Revenue</b>	<b>\$23,847,000</b>	<b>\$25,046,000</b>	<b>\$26,211,000</b>	<b>\$27,435,000</b>	<b>\$28,720,000</b>
<b>O&amp;M Costs</b>						
14	Source of Supply	\$5,775,000	\$6,122,000	\$6,489,000	\$6,878,000	\$7,291,000
15	Pumping	547,000	563,000	580,000	597,000	615,000
16	Other Operations	933,000	961,000	990,000	1,020,000	1,051,000
17	Water Treatment	2,511,000	2,586,000	2,664,000	2,744,000	2,826,000
18	Transmission & Distribution	3,661,000	3,771,000	3,884,000	4,001,000	4,121,000
19	Consumer Accounting	476,000	490,000	505,000	520,000	536,000
20	Water Conservation	447,000	460,000	474,000	488,000	503,000
21	General Administration	2,989,000	3,079,000	3,171,000	3,266,000	3,364,000
22	<b>Total Operating Expenses</b>	<b>\$17,339,000</b>	<b>\$18,032,000</b>	<b>\$18,757,000</b>	<b>\$19,514,000</b>	<b>\$20,307,000</b>
<b>Capital Costs</b>						
23	<b>Total Capital Spending</b>	<b>\$17,084,000</b>	<b>\$6,461,000</b>	<b>\$4,707,000</b>	<b>\$3,739,500</b>	<b>\$3,852,000</b>
24	<b>Debt/Grant Funded Capital</b>	<b>12,650,000</b>	<b>2,350,000</b>	-	-	-
25	<b>Grant Funded Capital</b>	-	<b>249,000</b>	<b>1,505,000</b>	-	-
26	Existing Debt Service	\$1,902,000	\$3,250,000	\$3,250,000	\$3,250,000	\$3,250,000
27	Cash Funded Capital Projects	4,434,000	3,862,000	3,202,000	3,739,500	3,852,000
28	New Debt Service	1,348,000	-	-	-	-
29	<b>Total Capital Expenses</b>	<b>\$7,684,000</b>	<b>\$7,112,000</b>	<b>\$6,452,000</b>	<b>\$6,989,500</b>	<b>\$7,102,000</b>
<b>Transfers/Other</b>						
30	Transfer Out to Recycled Water	\$890,000	\$890,000	\$890,000	\$890,000	\$890,000
31	Transfer Out to WM/OM	500,000	-	-	-	-
32	Funding for Affordability Program	42,000	84,000	84,000	84,000	84,000
33	Other Expenses	406,000	283,000	-	-	-
34	<b>Total Revenue Requirement</b>	<b>\$26,861,000</b>	<b>\$26,401,000</b>	<b>\$26,183,000</b>	<b>\$27,477,500</b>	<b>\$28,383,000</b>
35	<b>Beginning Year Balance</b>	<b>\$19,333,000</b>	<b>\$16,319,000</b>	<b>\$14,964,000</b>	<b>\$14,992,000</b>	<b>\$14,950,000</b>
36	<b>Surplus/(Shortfall)</b>	<b>(\$3,014,000)</b>	<b>(\$1,355,000)</b>	<b>\$28,000</b>	<b>(\$42,500)</b>	<b>\$337,000</b>
37	Restricted Reserves	\$1,045,000	\$1,045,000	\$1,045,000	\$1,045,000	\$1,045,000
38	<b>End of Year Balance</b>	<b>\$16,319,000</b>	<b>\$14,964,000</b>	<b>\$14,992,000</b>	<b>\$14,949,500</b>	<b>\$15,287,000</b>
39	<i>Minimum Reserves (by policy)</i>	\$12,180,000	\$12,411,000	\$12,652,000	\$12,905,000	\$13,169,000
40	<i>Available Cash (Unrestricted)</i>	\$3,094,000	\$1,508,000	\$1,295,000	\$999,500	\$1,073,000
41	<b>Debt Coverage Ratio</b>	<b>1.72</b>	<b>1.86</b>	<b>1.99</b>	<b>2.14</b>	<b>2.29</b>

NMWD DRAFT BUDGET

**NOVATO POTABLE WATER OPERATING BUDGET DETAIL**

Fiscal Year 22/23

	Proposed Budget 22/23	Estimated Actual 21/22	Adopted Budget 21/22	Actual 20/21	Actual 19/20	Actual 18/19	Actual 17/18	Actual 16/17
<b>STATISTICS</b>								
1 Active Meters	20,704	20,694	20,616	20,607	20,554	20,546	20,543	20,544
2 Avg Commodity Rate/1,000 Gal (Net)	\$7.37	\$6.89	\$6.72	\$6.68	\$6.37	\$6.00	\$6.00	\$5.40
3 Potable Consumption (BG)	2.10	2.10	2.40	2.57	2.40	2.42	2.58	2.31
<b>OPERATING INCOME</b>								
4 Water Sales	\$21,987,000	\$20,779,000	\$20,470,000	\$22,141,460	\$20,709,608	\$19,145,251	\$19,645,814	\$16,772,060
5 Bill Adjustments	(60,000)	(66,000)	(72,000)	(61,290)	(59,788)	(72,061)	(143,395)	(130,587)
6 Sales to MMWD	-	-	-	-	-	-	155,846	-
7 Wheeling Charges-MMWD	142,000	165,000	101,000	155,436	104,765	97,866	92,977	91,374
8 Miscellaneous Service Revenue	216,000	191,000	246,000	198,474	257,864	266,268	268,563	252,038
9 <b>TOTAL OPERATING INCOME</b>	<b>\$22,285,000</b>	<b>\$21,069,000</b>	<b>\$20,745,000</b>	<b>\$22,434,080</b>	<b>\$21,012,449</b>	<b>\$19,437,324</b>	<b>\$20,019,805</b>	<b>\$16,984,885</b>
<b>OPERATING EXPENSE</b>								
<b>SOURCE OF SUPPLY</b>								
10 Supervision & Engineering	\$9,000	\$8,000	\$12,000	\$9,002	\$13,274	\$7,564	\$9,303	\$11,264
11 Operating Expense - Source	15,000	7,000	15,000	7,517	8,289	9,195	6,236	8,513
12 Maintenance/Monitoring of Dam	38,000	21,000	69,000	23,927	30,588	33,686	22,203	24,059
13 Maintenance of Lake & Intakes	14,000	-	21,000	5,790	14,240	24,172	10,690	7,575
14 Maintenance of Watershed	39,000	4,000	46,000	10,378	19,689	4,446	29,646	36,218
15 Water Purchased for Resale to MMWD	-	-	-	-	-	-	111,891	-
16 Water Quality Surveillance	2,000	1,000	18,000	722	1,642	1,669	6,728	3,513
17 Contract Water - SCWA	5,650,000	6,360,000	5,950,000	7,131,008	6,623,534	5,082,987	5,151,516	4,320,623
18 Contract Water - SCWA Backfeed	0	41,000	-	1,098,109	-	-	-	-
19 GASB 68 & 75 Adjustment	8,000	10,000	10,000	3,403	7,592	3,690	8,535	5,682
20 <b>TOTAL SOURCE OF SUPPLY</b>	<b>\$5,775,000</b>	<b>\$6,452,000</b>	<b>\$6,141,000</b>	<b>\$8,289,856</b>	<b>\$6,718,848</b>	<b>\$5,167,409</b>	<b>\$5,356,748</b>	<b>\$4,417,447</b>
<b>PUMPING</b>								
21 Operating Expense	\$0	\$3,000	\$3,000	-	-	-	-	-
22 Maintenance of Structures/Grounds	32,000	30,000	33,000	41,581	34,416	56,801	32,611	28,514
23 Maintenance of Pumping Equipment	49,000	47,000	55,000	28,068	158,903	41,304	39,435	30,354
24 Electric Power - Pumping	450,000	312,000	450,000	473,378	341,401	285,772	293,588	246,869
25 GASB 68 & 75 Adjustment	16,000	20,000	20,000	6,887	14,298	5,272	6,967	3,496
26 <b>TOTAL PUMPING</b>	<b>\$547,000</b>	<b>\$412,000</b>	<b>\$561,000</b>	<b>\$549,914</b>	<b>\$549,018</b>	<b>\$389,149</b>	<b>\$372,601</b>	<b>\$309,233</b>
<b>OPERATIONS</b>								
26 Supervision & Engineering	\$211,000	\$264,000	\$171,000	\$263,382	\$232,895	\$215,732	\$253,594	\$234,870
27 Operating Expense	380,000	472,000	319,000	414,387	507,830	306,774	400,138	343,890
28 Maintenance Expense	64,000	65,000	56,000	58,439	52,959	38,570	50,339	47,202
29 Telemetry Equipment/Controls Maint	61,000	53,000	96,000	55,401	61,798	84,979	94,523	101,568
30 Leased Line Expense	20,000	19,000	20,000	18,506	16,656	16,678	17,414	17,592
31 GASB 68 & 75 Adjustment	197,000	188,000	188,000	82,878	136,794	48,442	107,728	63,553
32 <b>TOTAL OPERATIONS</b>	<b>\$933,000</b>	<b>\$1,061,000</b>	<b>\$850,000</b>	<b>\$892,993</b>	<b>\$1,008,932</b>	<b>\$711,175</b>	<b>\$923,736</b>	<b>\$808,675</b>

NMWD DRAFT BUDGET

**NOVATO POTABLE WATER OPERATING BUDGET DETAIL**

Fiscal Year 22/23

	Proposed Budget 22/23	Estimated Actual 21/22	Adopted Budget 21/22	Actual 20/21	Actual 19/20	Actual 18/19	Actual 17/18	Actual 16/17
<b>WATER TREATMENT</b>								
33 Supervision & Engineering	\$187,000	\$173,000	\$157,000	\$130,881	\$170,261	\$156,176	\$169,851	\$168,945
34 Operating Expense	250,000	184,000	353,000	144,628	284,929	228,878	276,795	349,671
35 Purification Chemicals	435,000	145,000	435,000	91,248	503,664	376,960	438,348	247,260
36 Sludge Disposal	111,000	81,000	130,000	72,767	93,987	88,352	100,305	107,942
37 Maintenance of Structures/Grounds	83,000	126,000	108,000	99,063	93,901	53,090	50,913	78,910
38 Purification Equipment Maintenance	221,000	326,000	193,000	199,629	200,107	162,714	212,385	186,246
39 Electric Power - Treatment	157,000	142,000	156,000	134,502	160,692	122,831	157,374	129,652
40 Laboratory Expense (net)	768,000	653,000	726,000	619,178	729,142	649,647	758,936	768,965
41 GASB 68 & 75 Adjustment	299,000	336,000	336,000	125,575	244,230	107,310	212,624	150,494
42 <b>TOTAL WATER TREATMENT</b>	<b>\$2,511,000</b>	<b>\$2,166,000</b>	<b>\$2,594,000</b>	<b>\$1,617,471</b>	<b>\$2,480,913</b>	<b>\$1,945,958</b>	<b>\$2,377,531</b>	<b>\$2,188,085</b>
<b>TRANSMISSION &amp; DISTRIBUTION</b>								
43 Supervision & Engineering	\$677,000	\$840,000	\$636,000	\$633,781	\$600,516	\$534,500	\$659,085	\$569,303
44 Maps & Records	146,000	162,000	163,000	132,140	121,602	132,053	159,512	168,267
45 Operation of T&D System	586,000	640,000	674,000	739,662	890,714	720,417	594,175	582,483
46 Storage Facilities Expense	117,000	87,000	147,000	141,484	113,029	107,033	110,077	155,641
47 Maintenance of Valves & Regulators	153,000	183,000	193,000	113,317	135,586	87,285	173,762	196,162
48 Maintenance of Mains	191,000	218,000	204,000	223,073	168,454	167,959	190,307	149,584
49 Backflow Prevention Program	237,000	238,000	243,000	231,595	187,669	231,822	186,692	155,536
50 Maintenance of Copper Services	214,000	194,000	215,000	189,641	131,389	182,789	157,337	159,769
51 Maintenance of PB Service Lines	425,000	424,000	498,000	482,542	443,334	558,788	471,527	473,695
52 Maintenance of Meters	107,000	134,000	145,000	135,771	96,608	113,810	126,985	66,356
53 Detector Check Assembly Maint	83,000	94,000	74,000	40,072	81,718	80,416	46,056	72,208
54 Maintenance of Hydrants	79,000	70,000	79,000	68,567	48,301	25,607	18,087	51,020
55 GASB 68 & 75 Adjustment	646,000	582,000	582,000	271,727	423,300	199,802	349,390	228,385
56 <b>TOTAL TRANSMISSION &amp; DISTRIB</b>	<b>\$3,661,000</b>	<b>\$3,866,000</b>	<b>\$3,853,000</b>	<b>\$3,403,372</b>	<b>\$3,442,219</b>	<b>\$3,142,281</b>	<b>\$3,242,992</b>	<b>\$3,028,409</b>
<b>CONSUMER ACCOUNTING</b>								
57 Meter Reading & Collection	\$53,000	\$25,000	\$142,000	\$23,359	\$38,348	\$99,549	\$190,554	\$182,663
58 Billing & Accounting	153,000	141,000	135,000	197,175	248,703	210,805	280,268	289,503
59 Contract Billing	15,000	16,000	18,000	18,752	13,742	15,484	16,395	16,692
60 Postage & Supplies	60,000	64,000	55,000	69,038	48,071	51,267	52,735	56,373
61 Credit Card Fees	60,000	57,000	65,000	59,613	64,242	55,709	46,678	29,685
62 Lock Box Service	11,000	11,000	11,000	10,998	10,998	10,944	10,944	10,944
63 Uncollectible Accounts	10,000	17,000	5,000	23,681	8,362	14,994	12,352	12,709
64 Office Equipment Expense	64,000	86,000	35,000	28,205	35,601	12,675	45,256	11,350
65 Distributed to Other Operations	(16,000)	(16,000)	(15,000)	(16,454)	(17,814)	(15,104)	(19,008)	(17,161)
66 GASB 68 & 75 Adjustment	66,000	47,000	47,000	27,626	56,438	29,463	75,257	49,950
67 <b>TOTAL CONSUMER ACCOUNTING</b>	<b>\$476,000</b>	<b>\$448,000</b>	<b>\$498,000</b>	<b>\$441,993</b>	<b>\$506,690</b>	<b>\$485,786</b>	<b>\$711,431</b>	<b>\$642,708</b>

NMWD DRAFT BUDGET

**NOVATO POTABLE WATER OPERATING BUDGET DETAIL**

Fiscal Year 22/23

	Proposed Budget 22/23	Estimated Actual 21/22	Adopted Budget 21/22	Actual 20/21	Actual 19/20	Actual 18/19	Actual 17/18	Actual 16/17
<b>WATER CONSERVATION</b>								
68 Residential	\$266,000	\$279,000	\$252,000	\$203,188	\$198,881	\$246,347	\$235,438	\$270,150
69 Commercial	5,000	4,000	7,000	3,579	6,481	7,983	5,818	1,702
70 Public Outreach/Information	111,000	146,000	98,000	111,992	125,537	51,040	33,789	30,618
71 Large Landscape	10,000	13,000	19,000	10,128	17,317	19,839	33,662	36,818
72 GASB 68 & 75 Adjustment	55,000	23,000	1,000	23,170	34,547	16,575	36,183	21,754
73 <b>TOTAL WATER CONSERVATION</b>	<b>\$447,000</b>	<b>\$465,000</b>	<b>\$377,000</b>	<b>\$352,057</b>	<b>\$382,764</b>	<b>\$341,784</b>	<b>\$344,890</b>	<b>\$361,042</b>
<b>GENERAL &amp; ADMINISTRATION</b>								
74 Director's Expense	\$46,000	\$45,000	\$42,000	\$41,450	\$40,873	\$36,815	\$37,111	\$34,384
75 Legal Fees	31,000	37,000	21,000	28,892	16,569	20,853	20,173	28,043
76 Human Resources	197,000	184,000	51,000	93,557	52,870	96,677	62,348	31,451
77 Auditing Services	25,000	20,000	20,000	16,008	19,651	22,731	19,706	16,220
78 Consulting Services/Studies	300,000	357,000	351,000	115,503	142,010	304,645	223,041	51,567
79 General Office Salaries	1,254,000	1,313,000	1,158,000	1,271,279	1,157,428	1,083,904	1,441,496	1,492,719
80 Office Supplies	36,000	16,000	42,000	31,434	33,783	31,761	33,753	35,048
81 Employee Events	12,000	4,000	12,000	1,186	9,369	10,664	10,123	9,726
82 Other Administrative Expense	56,000	9,000	15,000	8,508	6,281	7,289	12,528	13,960
83 Election Cost	20,000	0	-	250	0	18,915	0	2,077
84 Dues & Subscriptions	98,000	125,000	97,000	106,192	83,386	79,986	59,362	59,046
85 Vehicle Expense	8,000	8,000	8,000	8,112	8,112	8,112	8,634	9,325
86 Meetings, Conf & Training	156,000	125,000	194,000	79,640	111,593	107,583	149,670	186,436
87 Telephone, Water, Gas & Electricity	58,000	47,000	52,000	48,474	46,251	38,758	40,595	45,355
88 Building & Grounds Maintenance	32,000	73,000	60,000	97,509	77,130	58,884	75,130	62,856
89 Office Equipment Expense	128,000	123,000	120,000	112,374	143,224	109,014	97,003	95,465
90 Insurance Premiums & Claims	195,000	192,000	163,000	145,870	109,939	99,040	92,292	87,319
91 Retiree Medical Benefits	221,000	210,000	224,000	209,174	186,221	197,855	174,528	164,969
92 (Gain)/Loss on Overhead Charges	159,000	153,000	(90,000)	(107,012)	(322,446)	905,403	(357,925)	(19,931)
93 G&A Distributed to Other Operations	(160,000)	(202,000)	(135,000)	(147,885)	(130,592)	(140,526)	(157,976)	(161,036)
94 G&A Applied to Construction Projects	(363,000)	(348,000)	(501,000)	(351,489)	(389,809)	(374,552)	(346,105)	(290,813)
95 GASB 68 & 75 Adjustment	480,000	390,000	390,000	1,547,510	1,578,730	140,290	306,927	328,170
96 <b>TOTAL GENERAL &amp; ADMINISTRATION</b>	<b>\$2,989,000</b>	<b>\$2,881,000</b>	<b>\$2,294,000</b>	<b>\$3,356,536</b>	<b>\$2,980,572</b>	<b>\$2,864,101</b>	<b>\$2,002,414</b>	<b>\$2,282,356</b>
97 Depreciation Expense	\$3,012,000	\$2,918,000	\$2,807,000	\$2,857,337	\$2,660,688	2,752,212	\$2,730,867	\$2,710,627
98 <b>TOTAL OPERATING EXPENSE</b>	<b>\$20,351,000</b>	<b>\$20,669,000</b>	<b>\$19,975,000</b>	<b>\$21,761,528</b>	<b>\$20,730,643</b>	<b>\$17,799,855</b>	<b>\$18,063,210</b>	<b>\$16,748,582</b>
100 <b>NET OPERATING INCOME/(LOSS)</b>	<b>\$1,934,000</b>	<b>\$400,000</b>	<b>\$770,000</b>	<b>\$672,551</b>	<b>\$281,805</b>	<b>\$1,637,470</b>	<b>\$1,956,595</b>	<b>\$236,303</b>

**NOVATO RECYCLED WATER**  
**BUDGET SUMMARY**  
**Fiscal Year 22/23**

	<b>Proposed Budget 2022/23</b>	<b>Estimated Actual 2021/22</b>	<b>Adopted Budget 2021/22</b>
<b>OPERATING INCOME</b>			
1 Recycled Water Sales	<b>\$1,746,000</b>	\$1,647,000	\$1,554,000
2 Bimonthly Service Charge	<b>123,000</b>	116,000	116,000
3 Miscellaneous Service Charges	<b>15,000</b>	15,000	-
3 <b>Total Operating Income</b>	<b>\$1,884,000</b>	\$1,778,000	\$1,670,000
<b>OPERATING EXPENDITURES</b>			
4 Purchased Water - NSD	<b>\$270,000</b>	\$264,000	\$270,000
5 Purchased Water - LGVSD	<b>110,000</b>	110,000	120,000
6 Pumping	<b>8,000</b>	3,000	9,000
7 Operations	<b>104,000</b>	104,000	97,000
8 Water Treatment	<b>33,000</b>	28,000	35,000
9 Transmission & Distribution	<b>78,000</b>	37,000	65,000
10 Consumer Accounting	<b>2,000</b>	2,000	2,000
11 General Administration	<b>99,000</b>	104,000	70,000
12 Depreciation	<b>788,000</b>	768,000	779,000
13 <b>Total Operating Expenditures</b>	<b>\$1,492,000</b>	\$1,420,000	\$1,447,000
14 <b>NET OPERATING INCOME (LOSS)</b>	<b>\$392,000</b>	\$358,000	\$223,000
<b>NON-OPERATING INCOME/(EXPENSE)</b>			
15 Interest Revenue	<b>\$30,000</b>	26,000	\$70,000
16 MCC Interest Payments	<b>10,000</b>	11,000	11,000
17 Transfers Out from Capital Expansion Fund	<b>(590,000)</b>	-	(501,000)
18 Deer Island SRF Loan Interest Expense	<b>(30,000)</b>	(36,000)	(36,000)
19 Distrib System SRF Loans Interest Exp	<b>(201,000)</b>	(215,000)	(215,000)
20 <b>Total Non-Operating Income/(Expense)</b>	<b>(\$781,000)</b>	(\$214,000)	(\$671,000)
21 <b>NET INCOME/(LOSS)</b>	<b>(\$389,000)</b>	\$144,000	(\$448,000)
<b>OTHER SOURCES/(USES) OF FUNDS</b>			
22 Add Depreciation Expense	<b>\$788,000</b>	\$768,000	\$779,000
23 Connection Fees Transferred from (to) Novato	<b>890,000</b>	743,000	890,000
24 RW Central Area Expansion Grant	-	147,000	0
25 Marin Country Club Principal Repayment	<b>39,000</b>	38,000	38,000
26 Capital Improvement Projects	<b>(350,000)</b>	(30,000)	(100,000)
27 Transfers In from Capital Expansion Fund	<b>350,000</b>	0	0
28 Deer Island SRF Loan Principal Payments	<b>(243,000)</b>	(237,000)	(237,000)
29 Distrib System SRF Loan Principal Pmts	<b>(689,000)</b>	(675,000)	(675,000)
30 <b>Total Other Sources/(Uses)</b>	<b>\$785,000</b>	\$754,000	\$695,000
31 <b>CASH INCREASE/(DECREASE)</b>	<b>\$396,000</b>	\$898,000	\$247,000

NMWD DRAFT BUDGET

**NOVATO RECYCLED WATER**

**Fiscal Year 22/23 Five-Year Financial Forecast**

Fiscal Year Ending June 30 >		Proposed Budget FY 22/23	Forecast FY 23/24	Forecast FY 24/25	Forecast FY 25/26	Forecast FY 26/27
1	Active Services @ Fiscal Year End	96	96	96	96	96
2	Commodity Rate/1,000 Gal	\$7.01	\$7.36	\$7.73	\$8.12	\$8.52
3	Consumption (MG)	249	224	224	224	224
<b>OPERATING REVENUE</b>						
4	Recycled Water Sales	\$1,746,000	\$1,650,000	\$1,732,000	\$1,819,000	\$1,910,000
5	Bi-monthly Service Charge	123,000	129,000	135,000	142,000	149,000
6	Water Loads & Turn on Charges	15,000	15,000	15,000	15,000	15,000
7	<b>Total Operating Revenue</b>	<b>\$1,884,000</b>	<b>\$1,794,000</b>	<b>\$1,882,000</b>	<b>\$1,976,000</b>	<b>\$2,074,000</b>
<b>OPERATING EXPENSE</b>						
8	Purchased Water - NSD	\$270,000	\$278,000	\$286,000	\$295,000	\$304,000
9	Purchased Water - LGVSD	110,000	110,000	110,000	110,000	110,000
10	Other Operating Expenses	324,000	334,000	344,000	354,000	365,000
11	Depreciation	788,000	788,000	788,000	788,000	788,000
12	<b>Total Operating Expense</b>	<b>\$1,492,000</b>	<b>\$1,510,000</b>	<b>\$1,528,000</b>	<b>\$1,547,000</b>	<b>\$1,567,000</b>
<b>NON-OPERATING REVENUE/(EXPENSE)</b>						
13	Interest Revenue	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000
14	Interest Expense	(231,000)	(213,000)	(193,000)	(190,000)	(185,000)
15	Transfers Out from Capital Expansion Fun	(590,000)	(536,000)	(571,000)	(609,000)	(648,000)
16	Other Revenue/(Expense)	-	-	-	-	-
17	<b>Total Non-Op Revenue/(Expense)</b>	<b>(\$781,000)</b>	<b>(\$709,000)</b>	<b>(\$724,000)</b>	<b>(\$759,000)</b>	<b>(\$793,000)</b>
18	<b>NET INCOME/(LOSS)</b>	<b>(\$389,000)</b>	<b>(\$425,000)</b>	<b>(\$370,000)</b>	<b>(\$330,000)</b>	<b>(\$286,000)</b>
<b>OTHER SOURCES/(USES) OF FUNDS</b>						
19	Add Depreciation Expense	\$788,000	\$788,000	\$788,000	\$788,000	\$788,000
20	Loan Principal Repayment Received	39,000	39,000	39,000	39,000	39,000
21	Grants	-	-	-	-	-
22	Novato Potable FRC Fund Trsf	890,000	890,000	890,000	890,000	890,000
23	Capital Improvement Projects	(350,000)	(200,000)	(100,000)	(100,000)	(100,000)
24	Transfers In from Capital Expansion Fund	350,000	200,000	100,000	100,000	100,000
25	Deer Island TP Loan Principal	(243,000)	(246,000)	(249,000)	(251,000)	(253,000)
26	SRF Loan Principal - System Expansion	(689,000)	(704,000)	(721,000)	(722,000)	(725,000)
27	Other Sources/(Uses)	-	-	-	-	-
28	<b>Total Other Sources/Uses</b>	<b>\$785,000</b>	<b>\$767,000</b>	<b>\$747,000</b>	<b>\$744,000</b>	<b>\$739,000</b>
29	<b>Cash Increase/(Decrease)</b>	<b>\$396,000</b>	<b>\$342,000</b>	<b>\$377,000</b>	<b>\$414,000</b>	<b>\$453,000</b>
30	<b>Ending Reserve Balance</b>	<b>\$6,574,000</b>	<b>\$6,916,000</b>	<b>\$7,293,000</b>	<b>\$7,707,000</b>	<b>\$8,160,000</b>
31	<b>% Rate Increase<sup>1</sup></b>	<b>6.0%</b>	<b>5.0%</b>	<b>5.0%</b>	<b>5.0%</b>	<b>5.0%</b>

<sup>1</sup>Fiscal year 2023 Rate increase to be reviewed for approval by the Board of Directors on June 21, 2022. FY 2024 through 2027 are projections for financial forecasting purposes only - not yet approved by the Board of Directors.

**WEST MARIN WATER**  
**BUDGET SUMMARY**  
**Fiscal Year 22/23**

	<i>Proposed Budget 2022/23</i>	<i>Estimated Actual 2021/22</i>	<i>Adopted Budget 2021/22</i>
<b>OPERATING INCOME</b>			
1 Water Sales	<b>\$1,069,000</b>	\$1,022,000	\$1,005,000
2 Misc Service Charges	<b>8,000</b>	7,000	7,000
3 <b>Total Operating Income</b>	<b>\$1,077,000</b>	\$1,029,000	\$1,012,000
<b>OPERATING EXPENDITURES</b>			
4 Source of Supply	<b>\$27,000</b>	\$34,000	\$28,000
5 Pumping	<b>73,000</b>	72,000	76,000
6 Operations	<b>83,000</b>	70,000	79,000
7 Water Treatment	<b>258,000</b>	224,000	165,000
8 Transmission & Distribution	<b>163,000</b>	176,000	168,000
9 Consumer Accounting	<b>28,000</b>	28,000	26,000
10 Water Conservation	<b>15,000</b>	24,000	4,000
11 General Administration	<b>103,000</b>	86,000	64,000
12 Depreciation Expense	<b>230,000</b>	201,000	269,000
13 <b>Total Operating Expenditures</b>	<b>\$980,000</b>	\$915,000	\$879,000
14 <b>NET OPERATING INCOME (LOSS)</b>	<b>\$97,000</b>	\$114,000	\$133,000
<b>NON-OPERATING REVENUE/(EXPENSE)</b>			
15 Tax Proceeds - PR-2 Tax Allocation	<b>\$60,000</b>	\$58,000	\$56,000
16 Miscellaneous Revenue	<b>6,000</b>	5,000	-
17 Interest Revenue	<b>8,000</b>	2,000	6,000
18 Loan Interest Expense	<b>(42,000)</b>	(20,000)	(30,000)
19 <b>Total Non-Operating Income/(Expense)</b>	<b>\$32,000</b>	\$45,000	\$32,000
20 <b>NET INCOME/(LOSS)</b>	<b>\$129,000</b>	\$159,000	\$165,000
<b>OTHER SOURCES/(USES) OF FUNDS</b>			
21 Add Depreciation Expense	<b>\$230,000</b>	\$201,000	\$269,000
22 Connection Fees	-	39,000	-
23 Grant/Loan Proceeds	<b>340,000</b>	884,000	550,000
24 Capital Improvement Projects	<b>(647,000)</b>	(438,000)	(1,085,000)
25 Debt Principal Payments	<b>(123,000)</b>	(51,000)	(141,000)
26 <b>Total Other Sources/(Uses)</b>	<b>(\$200,000)</b>	\$635,000	(\$407,000)
27 <b>CASH INCREASE/(DECREASE)</b>	<b>(\$71,000)</b>	\$794,000	(\$242,000)

**WEST MARIN WATER****Fiscal Year 22/23 Five-Year Financial Forecast**

		Proposed				
		Budget	Forecast	Forecast	Forecast	Forecast
		FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27
<b>BASIC DATA</b>						
1	Active Meters	789	790	790	791	791
2	Avg Commodity Rate/1,000 Gal	\$12.94	\$13.72	\$14.54	\$15.41	\$15.88
3	Potable Consumption (MG)	63.0	65.0	65.0	65.0	65.0
<b>OPERATING REVENUE</b>						
4	Commodity Charge	\$815,000	\$892,000	\$945,000	\$1,002,000	\$1,032,000
5	Bimonthly Service Charge	254,000	269,000	285,000	285,000	285,000
6	Miscellaneous Service Charges	8,000	8,000	8,000	8,000	8,000
7	<b>Total Operating Revenue</b>	<b>\$1,077,000</b>	<b>\$1,169,000</b>	<b>\$1,238,000</b>	<b>\$1,295,000</b>	<b>\$1,325,000</b>
8	Operating Expenditures	\$750,000	\$773,000	\$796,000	\$820,000	\$845,000
9	Depreciation Expense	230,000	241,000	253,000	279,000	287,000
10	<b>Total Operating Expense</b>	<b>\$980,000</b>	<b>\$1,014,000</b>	<b>\$1,049,000</b>	<b>\$1,099,000</b>	<b>\$1,132,000</b>
11	<b>NET OPERATING INCOME</b>	<b>\$97,000</b>	<b>\$155,000</b>	<b>\$189,000</b>	<b>\$196,000</b>	<b>\$193,000</b>
<b>NON-OPERATING REVENUE/(EXPENSE)</b>						
12	Interest Revenue	\$8,000	\$7,000	\$6,000	\$5,000	\$4,000
13	Interest Expense	(42,000)	(38,000)	(34,000)	(30,000)	(26,000)
14	PR-2 County Tax Allocation	60,000	61,000	62,000	63,000	64,000
15	Miscellaneous	6,000	6,000	6,000	6,000	6,000
16	<b>Total Non-Op Revenue/(Expense)</b>	<b>32,000</b>	<b>36,000</b>	<b>40,000</b>	<b>44,000</b>	<b>48,000</b>
17	<b>Net Income</b>	<b>\$129,000</b>	<b>\$191,000</b>	<b>\$229,000</b>	<b>\$240,000</b>	<b>\$241,000</b>
<b>OTHER SOURCES/(USES)</b>						
18	Add Depreciation Expense	\$230,000	\$241,000	\$253,000	\$279,000	\$287,000
19	Connection Fees	-	23,000	-	23,000	-
20	Capital Improvement Projects	(647,000)	(727,000)	(1,560,000)	(501,000)	(647,000)
21	Grant/Loan Proceeds	340,000	100,000	1,100,000	-	-
22	Loan from Novato Water Principal	(69,000)	(72,000)	(74,000)	(76,000)	(78,000)
23	Debt Principal Payments	(54,000)	(55,000)	(57,000)	(59,000)	(61,000)
24	<b>Total Other Sources/(Uses)</b>	<b>(\$200,000)</b>	<b>(\$490,000)</b>	<b>(\$338,000)</b>	<b>(\$334,000)</b>	<b>(\$499,000)</b>
25	<b>Cash Increase/(Decrease)</b>	<b>(\$71,000)</b>	<b>(\$299,000)</b>	<b>(\$109,000)</b>	<b>(\$94,000)</b>	<b>(\$258,000)</b>
26	Operating Reserve	\$250,000	\$258,000	\$265,000	\$273,000	\$174,000
27	System Expansion Reserve	585,000	278,000	162,000	60,000	-
28	Liability Contingency Reserve	99,000	99,000	99,000	99,000	-
29	<b>ENDING CASH BALANCE</b>	<b>\$934,000</b>	<b>\$635,000</b>	<b>\$526,000</b>	<b>\$432,000</b>	<b>\$174,000</b>
30	<b>% Rate Increase<sup>1</sup></b>	<b>6.0%</b>	<b>6.0%</b>	<b>6.0%</b>	<b>6.0%</b>	<b>3.0%</b>

<sup>1</sup>Fiscal year 2023 Rate increase to be reviewed for approval by the Board of Directors on June 28, 2022. FY 2024 thru are projections for financial forecasting purposes only - not yet approved by the Board of Directors.



**OCEANA MARIN SEWER**  
**BUDGET SUMMARY**  
**Fiscal Year 22/23**

	<b><i>Proposed Budget 2022/23</i></b>	<b><i>Estimated Actual 2021/22</i></b>	<b><i>Adopted Budget 2021/22</i></b>
<b>OPERATING INCOME</b>			
1 Monthly Sewer Service Charge	<b>\$306,000</b>	\$290,000	\$290,000
2 Misc Service Charges	-	-	-
3 <b>Total Operating Income</b>	<b>\$306,000</b>	\$290,000	\$290,000
<b>OPERATING EXPENDITURES</b>			
4 Sewage Collection	<b>\$105,000</b>	\$102,000	\$94,000
5 Sewage Treatment	<b>45,000</b>	35,000	54,000
6 Sewage Disposal	<b>45,000</b>	55,000	47,000
7 Consumer Accounting	<b>2,000</b>	2,000	2,000
8 General Administration	<b>26,000</b>	31,000	12,000
9 Depreciation Expense	<b>47,000</b>	47,000	49,000
10 <b>Total Operating Expenditures</b>	<b>\$270,000</b>	\$272,000	\$258,000
11 <b>NET OPERATING INCOME (LOSS)</b>	<b>\$36,000</b>	\$18,000	\$32,000
<b>NON-OPERATING REVENUE/(EXPENSE)</b>			
12 OM-1/OM-3 Tax Allocation	<b>\$63,000</b>	\$62,000	\$60,000
13 Interest Revenue	<b>4,000</b>	6,000	4,000
14 Interest Expense	-	-	(3,000)
15 Miscellaneous Expense	<b>(1,000)</b>	(1,000)	(1,000)
16 <b>Total Non-Op Income/(Expense)</b>	<b>\$66,000</b>	\$67,000	\$60,000
<b>NET INCOME/(LOSS)</b>	<b>\$102,000</b>	\$85,000	\$92,000
<b>OTHER SOURCES/(USES) OF FUNDS</b>			
17 Add Depreciation Expense	<b>\$47,000</b>	\$47,000	\$49,000
18 Connection Fees	<b>30,000</b>	-	-
19 Grant/Loan Proceeds	<b>960,000</b>	-	1,450,000
20 Capital Improvement Projects	<b>(1,375,000)</b>	(42,000)	(\$1,590,000)
21 <b>Total Other Sources/(Uses)</b>	<b>(\$338,000)</b>	\$5,000	(\$91,000)
22 <b>CASH INCREASE/(DECREASE)</b>	<b>(\$236,000)</b>	\$90,000	\$1,000

**OCEANA MARIN SEWER****Fiscal Year 22/23 Five-Year Financial Forecast**

		Proposed				
		Budget FY 22/23	Forecast FY 23/24	Forecast FY 24/25	Forecast FY 25/26	Forecast FY 26/27
1	Number of Connections	236	236	237	237	237
2	Monthly Service Charge	\$108.00	\$113.00	\$119.00	\$125.00	\$131.00
<b>OPERATING REVENUE</b>						
3	Monthly Service Charge	\$306,000	\$320,000	\$338,000	\$356,000	\$373,000
4	<b>Total Operating Revenue</b>	<b>\$306,000</b>	<b>\$320,000</b>	<b>\$338,000</b>	<b>\$356,000</b>	<b>\$373,000</b>
<b>OPERATING EXPENSE</b>						
5	Operating Expenditures	\$223,000	\$229,000	\$235,000	\$242,000	\$249,000
6	Depreciation Expense	47,000	70,000	79,000	87,000	92,000
7	<b>Total Operating Expense</b>	<b>\$270,000</b>	<b>\$299,000</b>	<b>\$314,000</b>	<b>\$329,000</b>	<b>\$341,000</b>
8	<b>NET OPERATING INCOME</b>	<b>\$36,000</b>	<b>\$21,000</b>	<b>\$24,000</b>	<b>\$27,000</b>	<b>\$32,000</b>
<b>NON-OPERATING REVENUE/(EXPENSE)</b>						
9	Interest Revenue	\$4,000	\$3,000	\$1,000	\$6,000	\$4,000
10	Interest Expense	-	(16,000)	(14,000)	(25,000)	(23,000)
11	OM-1/OM-3 Tax Allocation	63,000	64,000	65,000	66,000	67,000
12	Miscellaneous Expense	(1,000)	(1,000)	(1,000)	(1,000)	(1,000)
13	<b>Total Non-Op Revenue/(Expense)</b>	<b>\$66,000</b>	<b>\$50,000</b>	<b>\$51,000</b>	<b>\$46,000</b>	<b>\$47,000</b>
14	<b>Net Income</b>	<b>\$102,000</b>	<b>\$71,000</b>	<b>\$75,000</b>	<b>\$73,000</b>	<b>\$79,000</b>
<b>OTHER SOURCES/(USES)</b>						
15	Add Depreciation Expense	\$47,000	\$70,000	\$79,000	\$87,000	\$92,000
16	Connection Fees	30,000	-	30,000	-	-
17	Capital Improvement Projects	(1,375,000)	(565,000)	(452,000)	(282,000)	(312,000)
18	Grant/Loan Proceeds	960,000	305,000	800,000	-	-
19	Debt Principal Payments	-	(43,000)	(45,000)	(81,000)	(86,000)
20	<b>Total Other Sources/(Uses)</b>	<b>(\$338,000)</b>	<b>(\$233,000)</b>	<b>\$412,000</b>	<b>(\$276,000)</b>	<b>(\$306,000)</b>
21	<b>Cash Increase/(Decrease)</b>	<b>(\$236,000)</b>	<b>(\$162,000)</b>	<b>\$487,000</b>	<b>(\$203,000)</b>	<b>(\$227,000)</b>
22	<b>ENDING CASH BALANCE</b>	<b>\$297,000</b>	<b>\$135,000</b>	<b>\$622,000</b>	<b>\$419,000</b>	<b>\$192,000</b>
23	<b>% Rate Increase<sup>1</sup></b>	<b>5.0%</b>	<b>5.0%</b>	<b>5.0%</b>	<b>5.0%</b>	<b>5.0%</b>

<sup>1</sup>Fiscal year 2023 Rate increase to be reviewed for approval by the Board of Directors on June 28, 2022. FY 2024 through are projections for financial forecasting purposes only - not yet approved by the Board of Directors.

**CAPITAL IMPROVEMENT PROJECTS**

		FY23	FY24	FY23 & FY24 Project Description
1.	PIPELINE REPLACEMENTS/ADDITIONS			
	a. Main/Pipeline Replacements			
1.7189.00	1 Replace 12" Pipe S. Novato Blvd (785LF)	\$50,000	\$200,000	Replace 60 year old pipe near or at its end of useful life/in conjunction with City paving
1.7183.xx	2 Replace Plastic Thin Walled Pipe < 4-inch	\$150,000	\$150,000	Ongoing systematic replacement of all plastic thin walled pipe < 4-inch.
1.7195.00	3 Novato Blvd Widening - Diablo to Grant (4100LF)	\$1,000,000	1,500,000	Replaces 60 year old cast iron pipe and replaces 50+ old ACP with 12" PVC; Joint project with City and Novato Sanitary District
	Subtotal	\$1,200,000	\$1,850,000	
	b. Main/Pipeline Additions			
1.7150.00	1 San Mateo Tank 24" Transmission Main	\$20,000	\$332,000	Grant Project combined with Crest Pump Station
	2 Loop Los Robles Rd and Posada Del Sol (230LF)	-	\$125,000	Master Plan Project 1b-11, Correlated with item No. 1b. 6 below (2025)
1.7206.00	3 Loop Zone Mall Area Near Nave Ct/ S. Novato	\$275,000	-	Master Plan Project 1b-09, Correlated with item No. 1b. 6 below (2030)
	Subtotal	\$295,000	\$457,000	
	c. Polybutylene (PB) Service Line Replacements			
1.7139.xx	1 Replace PB in Sync w/City Paving (30 Services)	\$60,000	-	Ongoing sys replacement of PB services in advance of City paving projects
1.7123.xx	2 Other PB Replacements (40 Services)	\$80,000	-	
	Subtotal	\$140,000	-	
	d. Relocations to Sync w/City & County CIP			
1.8737.xx	1 Other Relocations	\$25,000	\$70,000	Relocate facilities for yet to be identified City/County Projects
	Subtotal	\$25,000	\$70,000	
	e. Aqueduct Replacements & Enhancements			
1.7118.02	1 MSN B2-Utility Agreement Costs	\$12,000	-	Finalize pipeline easements and agreements
	Subtotal	\$12,000	-	
	TOTAL PIPELINE REPLACEMENTS/ADDITIONS	\$1,672,000	\$2,377,000	

**CAPITAL IMPROVEMENT PROJECTS**

		<b>FY23</b>	<b>FY24</b>	<b>FY23 &amp; FY24 Project Description</b>
<b>2.</b>	<b>SYSTEM IMPROVEMENTS</b>			
1.7007.16	a. DCDA Repair/Replace-FY23 (~8/yr)	\$100,000	\$100,000	Master Plan Project 2-01
1.7090.05	b. Anode Installations-FY23 (150/yr)	\$10,000	\$10,000	Master Plan Project 2-03
1.6313.20	c. Pressure Reducing Station - Harbor Drive	-	\$25,000	Upgrades and improvements to valves and vaults
1.6302.21	d. Rehab Black Point Pressure Regulating Station	-	\$175,000	Upgrades and improvements to valves and vaults
1.7136.00	e. Facilities Security Enhancements	\$25,000	-	
	f. Other System Improvements	\$200,000	-	
	<b>TOTAL SYSTEM IMPROVEMENTS</b>	<b>\$335,000</b>	<b>\$310,000</b>	
<b>3.</b>	<b>BUILDING, YARD, STP IMPROVEMENTS</b>			
	a. Administration Building			
1.6501.44	1 NMWD Headquarters Upgrade (Note 1)	\$12,650,000	\$2,350,000	50-year-old building requires significant upgrading; Phases 1 - 2 shown
	Subtotal	\$12,650,000	\$2,350,000	
	b. Yard Upgrade			
	1 Program Assessment for Site Improvements	-	\$75,000	Re-confirm previous site program study and phase projects as required
	Subtotal	-	\$75,000	
	c. Stafford Treatment Plant			
1.6610.22	1 Replace Sludge Line to Center Road (4"@ 4,400')	\$25,000	-	
1.6600.xx	2 Other Treatment Plant Improvements	\$50,000	\$100,000	Miscellaneous plant improvements, include roll up door
1.6600.97	3 Efficiency Improvements	\$50,000	-	Improvement of sludge treatment process as suggested in the Efficiency Study and HSPS
1.6600.92	4 Water Supply Enhancement - STP Modifications	\$50,000	-	Based on outcome of Local Water Supply Enhancement Study
	Subtotal	\$175,000	\$100,000	
	d. Stafford Dam / Watershed			
1.6600.69	1 Dam Concrete Repair (Apron)	-	\$150,000	Ongoing patch repairs as needed until full replacement FY27
1.6600.96	2 Leveroni Creek Embankment Repair (Note 2)	-	\$175,000	Repair/stabilize culvert embankment under access road to STP/IVGC
1.6610.23	3 Water Supply Enhancements - Dam	\$50,000	-	Based on outcome of Local Water Supply Enhancement Study
	Subtotal	\$50,000	\$325,000	
	<b>TOTAL BUILDING, YARD, STP IMPROVEMENTS</b>	<b>\$12,875,000</b>	<b>\$2,850,000</b>	

**CAPITAL IMPROVEMENT PROJECTS**

		FY23	FY24	FY23 & FY24 Project Description
4.	STORAGE TANKS/PUMP STATIONS			
	a. Clear Tank Sites			
	1 Woodland Heights (120,000 gal, 1974)	-	\$100,000	Consider for future Recycled Water Opportunities
1.6207.20	2 Old Ranch Rd Tank (removal post install Tank No. 2)	\$100,000	-	
	Subtotal	\$100,000	\$100,000	
	b. Tank Rehabilitation			
1.6216.20	1 Fire Flow Backfeed Valve Nunes Tank	\$200,000	-	Master Plan Project 4-03
	2 Recoating of Other Tanks (Garner in FY23)	\$170,000	\$17,000	
1.6213.24&1.6214.20	3 Lynwood Seismic Upgrade/Coating	\$1,000,000	\$1,000,000	Master Plan Project 4-04
	Subtotal	\$1,370,000	\$1,017,000	
	c. Pump Station Rehabilitation and Replacement			
1.6141.00	1 Crest PS	\$10,000	-	See 1.b.1 San Mateo Tank 24" Main
1.6112.26	2 Lynwood PS Upgrade	\$40,000	\$200,000	Upgrades tied to Study
	Subtotal	50,000	\$200,000	
	d. Hydropneumatic Systems			
1.7170.00	1 Hydropneumatic Upgrades, Phase 1	\$50,000	\$250,000	Specific project to be confirmed by Hydraulic Pneumatic Study
	Subtotal	\$50,000	\$250,000	
	e. 1 Other Tank & PS Improvements	\$75,000	\$75,000	Master Plan Project 4-07. Includes SS discharge, tank cleaning system, etc
	Subtotal	\$75,000	\$75,000	
	TOTAL STORAGE TANKS/PUMP STATIONS	\$1,645,000	\$1,642,000	
	TOTAL NOVATO SERVICE AREA	\$16,527,000	\$7,179,000	
5.	RECYCLED WATER			
5.7162.04	a. Replace CI in Atherton Avenue (1320LF)	\$350,000	-	Evaluate 1950's era cast iron pipe re-purposed for RW, potential slip lining
5.7162.xx	b. Other Recycled Water Expenditures	-	\$100,000	Retrofit existing potable irrigation customers to RW
	c. Reservoir Hill Tank Leak Repair	-	\$100,000	Small leak detected in FY22; needs repair
	TOTAL RECYCLED WATER PROJECTS	\$350,000	\$200,000	

**CAPITAL IMPROVEMENT PROJECTS**

		<b>FY23</b>	<b>FY24</b>	<b>FY23 &amp; FY24 Project Description</b>
<b>6.</b>	<b>WEST MARIN WATER SYSTEM</b>			
2.6609.20	a. New Gallagher Well #2	\$380,000	-	West Marin Master Plan Project 3-02
2.8829.xx	b. PB Replace in Sync w/ County Paving	-	\$52,000	West Marin Master Plan Project 1c-01 For 25 replacements
2-7185-00	c. Gallagher Ranch Streambank Stabilization	\$5,000	\$5,000	Monitoring costs over 5 years.
	d. PRE Tank #1 & #2 Replacement	-	\$620,000	West Marin Master Plan Project 4-04 & 4-05
2.8912.00	e. Lagunitas Creek Bridge Pipe Replacement (Caltrans)	\$52,000	\$50,000	Relocate/replace 8-inch water main across Lagunitas Creek Bridge
	f. Miscellaneous Water System Improvements	\$150,000	-	West Marin Master Plan Project 4-12
2.7207.00	g. PRE Replace 2-inch Galvanized Pipe	\$45,000	-	Replacement of aging galvanized pipe
2.7203.00	h. Raise Valves for HWY 1 Paving	\$15,000	-	Relocation of water facilities in conjunction with Caltrans Paving
	<b>TOTAL WEST MARIN WATER SYSTEM PROJECTS</b>	<b>\$647,000</b>	<b>\$727,000</b>	
<b>7.</b>	<b>OCEANA MARIN SEWER SYSTEM</b>			
8.8672.28	a. Infiltration Repair (Manhole Relining)	\$40,000	\$40,000	Ongoing work to identify and repair collection pipelines to prevent rainwater from leaking into the system
8.7173.00	b. OM Treatment Pond Rehab-404 Grant-FEMA	\$1,200,000	\$205,000	Hazard mitigation project to armor the existing earthen treatment pond berms to minimize storm erosion and damage due to earthquakes
8.7173.01	c. OM Treatment Pond Rehab-Grant Management	\$10,000	\$10,000	
	d. North St. Lift Station Bypass	-	\$310,000	
8.7208.00	e. Sewer Force Main Improvements	\$125,000	-	Adding isolation valves or other appurtenances in the 3,000+ LF FM to allow for repairs in the system. Commence Design and wait for funding
	<b>TOTAL OCEANA MARIN SEWER SYSTEM PROJECTS</b>	<b>\$1,375,000</b>	<b>\$565,000</b>	

**CAPITAL IMPROVEMENT PROJECTS**

	FY23	FY24	FY23 & FY24 Project Description
<b><u>SUMMARY - GROSS PROJECT OUTLAY</u></b>			
Novato Water	\$16,527,000	\$7,179,000	
Recycled Water	\$350,000	\$200,000	
West Marin Water	\$647,000	\$727,000	
Oceana Marin Sewer	\$1,375,000	\$565,000	
GROSS PROJECT OUTLAY	<u>\$18,899,000</u>	<u>\$8,671,000</u>	
LESS FUNDED BY LOANS/GRANTS/OTHER			
a. Office/Yard Building Refurbish (Note 1)	(\$12,650,000)	(\$2,350,000)	
b. Crest PS/San Mateo Tank Pipeline Grant	-	(\$249,000)	
c. RW Capital Replacement Expansion Fund	(\$350,000)	(\$200,000)	
d. WM Novato Water Loan to WM (Note 3)	(\$150,000)	(\$350,000)	
e. OM Novato Water Loan to WM (Note 4)	(\$500,000)	-	
f. WM CA DWR Drought Relief Grant	(\$340,000)	-	
g. WM Lagunitas Ck Bridge Pipeline Grant	-	(\$100,000)	
h. OM Treatment Pond Rehab Grant (Note 5)	(\$460,000)	(\$305,000)	
TOTAL LOAN/GRANT FUNDS	<u>(\$14,450,000)</u>	<u>(\$3,554,000)</u>	
<b><u>SUMMARY - NET PROJECT OUTLAY</u></b>			
Novato Capital Improvement Net Project Outlay	\$3,877,000	\$4,580,000	
Recycled Water	\$0	\$0	
West Marin Water	\$157,000	\$277,000	
Oceana Marin Sewer	\$415,000	\$260,000	
NET PROJECT OUTLAY	<u>\$4,449,000</u>	<u>\$5,117,000</u>	
Total Number of District Projects	38	31	
Novato 5-Year Average of Internally Funded Projects FY23-FY27	<b>\$4,120,000</b>		
RW 5-Year Average of Internally Funded Projects FY23-FY27	<b>\$60,000</b>		
West Marin 5-Year Average of Internally Funded Projects FY23-FY27	<b>\$280,000</b>		
Oceana Marin 5-Year Average of Internally Funded Projects FY23-FY27	<b>\$260,000</b>		

**CAPITAL IMPROVEMENT PROJECTS**

	FY23	FY24	FY23 & FY24 Project Description
<b>NOVATO POTABLE WATER DEBT SERVICE</b>			
a. STP SRF Loan	\$1,044,000	\$1,044,000	
b. AEEP Bank Loan	\$482,000	\$482,000	
c. Advanced Meter Info Retrofit Loan	\$376,000	\$376,000	
d. Admin Building Renovation Loan (Note 1)	\$1,348,000	\$1,348,000	
	<u>\$3,250,000</u>	<u>\$3,250,000</u>	
<b>NOVATO RECYCLED WATER DEBT SERVICE</b>			
e. Deer Island Facility SRF Loan	\$273,000	\$273,000	
f. RW North Expansion SRF Loan	\$282,000	\$282,000	
g. RW South Expansion SRF Loan	\$332,000	\$332,000	
h. RW Central Exp SRF Loan (Net of MCC)	\$276,000	\$276,000	
	<u>\$1,163,000</u>	<u>\$1,163,000</u>	
<b>WEST MARIN WATER DEBT SERVICE</b>			
i. WM Novato Loan Payback	\$94,000	\$94,000	
j. TP Solids Handling Bank Loan	\$71,000	\$71,000	
	<u>\$165,000</u>	<u>\$165,000</u>	
<b>OCEANA MARIN SEWER DEBT SERVICE</b>			
k. OM Novato Loan Payback	-	\$59,000	
	<u>\$0</u>	<u>\$59,000</u>	
TOTAL DEBT SERVICE	<u>\$4,578,000</u>	<u>\$4,637,000</u>	
NET PROJECT OUTLAY & DEBT SERVICE	<u><u>\$9,027,000</u></u>	<u><u>\$9,754,000</u></u>	



**CAPITAL IMPROVEMENT PROJECTS**

	FY23	FY24	FY23 & FY24 Project Description
<b>STUDIES &amp; SPECIAL PROJECTS</b>			
a. Novato Water Rate Study	-	\$60,000	
b. Novato Water Master Plan Update (Note 6)	\$175,000	-	
c. Novato Connection Fee Study	\$20,000	-	
d. Compensation Survey & Review	\$15,000	-	
e. Lynwood /San Marin Zone 2 Modification Evaluation	\$30,000	-	
f. Stafford Lake Sediment Survey (every 10 yrs.)	-	\$60,000	
g. Cathodic Protection Master Plan (Note 7)	-	\$40,000	
h. West Marin Connection Fee Study	\$10,000	-	
i. West Marin Water Master Plan (every 10 years)	-	\$65,000	
j. Coast Guard Housing-PRTP Study	\$25,000	-	
k. Stafford Dam Master Plan	\$25,000	-	
l. Tank & Pipeline Easement	-	\$25,000	
m. Pipeline Condition Assessment (Note 8)	\$50,000	-	
Total studies undertaken by the District	<u>\$350,000</u>	<u>\$250,000</u>	

Note 1 - \$16.3M NMWD Headquarters Upgrade is funded by a 20 year 3.11% interest Bank Loan.

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

Note 3 - Loan from Novato Water - As included in the 2021 WM Water rate study - to be paid back with interest. Loan to occur in FY22 & FY23.

Note 4 - Loan from Novato Water - As included in the five-year financial forecast.

Note 5 - Project to be funded 60% by grants. Eligible project costs are budgeted at \$1.5M (60%=\$914K). Also includes loans for capital projects of \$250K in FY23.

Note 6 - Novato Master Plan Update will be enhanced to include hydraulics, vulnerabilities (seismic, flooding, etc.), Frosty Lane pit, San Marin pit and NMA

Note 7 - Cathodic Protection Master Plan to Include an inventory and assessment of critical pipelines, casings, and highway crossings.

Note 8 - Perform pipeline condition assessment including large diameter pipelines to prioritize master plan designated improvements. Incl pipelines in narrow R/W and creek crossings.

**EQUIPMENT EXPENDITURES**

**Fiscal Year 22/23 Budget**

		Approved	Description
<b>1 OPERATIONS/MAINTENANCE</b>			
12107.01.00	a.	\$150,000	Meter Maintenance Program
12105.01.00	b.	\$42,000	Total Organic Carbon (TOC) Analyzer
		<b>\$192,000</b>	
<b>2 Engineering &amp; Construction</b>			
12106.01.00	a.	\$40,000	GPS Unit (Surveying)
		<b>\$40,000</b>	Field GPS unit for locating new and exist. pipes, valves, etc.
<b>3 VEHICLE &amp; ROLLING EQUIPMENT EXPENDITURES</b>			
12108.01.00	a.	\$60,000	STP Forklift 5,000 lbs
12104.01.00	b.	\$60,000	100 KW Portable Generator
12104.01.00	c.	\$205,000	Leased Vehicles
		<b>\$325,000</b>	Replace 6 Vehicles #515, 516, 518, 520, 521 & 522
		<b>\$557,000</b>	
		<b>Total</b>	

	Adopted Budget 2021/22	Estimated Actual 2021/22	Proposed Budget 2022/23
<b>RECAP</b>			
Equipment	\$160,000	\$80,000	\$232,000
Rolling Stock	\$135,000	\$278,000	\$325,000
	<b>\$295,000</b>	<b>\$358,000</b>	<b>\$557,000</b>

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## MEMORANDUM

To: Board of Directors  
 From: Robert Clark, Operations / Maintenance Superintendent *RC*  
 Subject: FY 21/22 Third Quarter Progress Report - Operations/Maintenance  
X:\MAINT SUP\2022\BOD\Q3 -2122 O&M update.doc

June 7, 2022

**RECOMMENDED ACTION:** Information

**FINANCIAL IMPACT:** None

**Novato**

With 18.13 inches of rain or 66 percent of average rainfall during this rainfall season in March Stafford Lake reached a maximum elevation of 191.5 feet or 77% of full capacity (overflow elevation is 196 feet). No water was produced from Stafford Lake during the period in order to save for the peak summer demand season. It is expected that Staff will begin to start up the Stafford Plant in mid-June.

Operations staff performed STP maintenance tasks including a rebuild of the sodium hydroxide pumps and controls, ferric chloride supply piping, and 7 chemical pumps. Staff also completed the chlorine system overhaul and chemical trench plate cover maintenance. Work was completed on the removal of corrosion spots on filters and recoated for continued protection. A full recoating may be recommended when the report from the corrosion assessment is complete this summer. Staff also rebuilt the filter level controllers to improve accuracy and filter performance. With the limited use of the Stafford Treatment plant this past year, the granular activated carbon (GAC) was rinsed and Staff has used a new cleaning solution on a quarter of the GAC to remove iron, manganese and calcium. No new GAC was required this year. Staff completed annual Bay Area Chemical Consortium bid program which resulted in a significant increase in cost for four primary treatment plant chemicals including Ferric Chloride up 68.1%; Chlorine up 95.9%; Sodium Hypochlorite 90.3% and Sodium Hydroxide up 56.4%.

Maintenance staff completed scheduled tasks this period including replacement of pump #2 at the San Marin pump station; and removal and replacement of the two variable frequency drives for the Stafford Treatment Plant high service pump station. Overhaul of the pressure regulation stations at Black Point, Harbor Drive and Iolanthus Ave., which completed all of the Black Point service area regulators. Installation of an in-tank mixing system at the Black Point Tank was also completed. Implementation of our new asset management program (NexGen) continued with training for Operations, Maintenance and Engineering staff.

The 2021 Cross Connection Control (CCC) annual report was completed; highlights from the

CCC program include; 97% completion of 2,278 backflow device tests and 98% completion of the commercial fire services testing. City of Novato and Novato Unified School District completed all device testing requirements again this year. Efforts continue towards updating the CCC program with focus on new program tracking software and addressing waterfront property CCC device installations and multi meter site protection options.

### **West Marin System / Oceana Marin**

Staff cleaned the Point Reyes Treatment Plant contact chamber, which we have found had more sediments than usual. This was primarily due to increased turbidity from the Coast Guard wells used for back washes. The Operators also completed the PRE-1 chlorine station eye wash installation removing the old un pressurized system. The Bear Valley tanks were drained and cleaned, and little sediments were found and tanks look great. Operations staff did not spend significant amounts of time in the West Marin this period as the winter storm season was light. Gallagher well pipeline annual cleaning was delayed until the new second well has come on line. This is required to help maintain flow from the Well No. 1 and reduce trapped sediments in the line.

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# North Bay Watershed Association

## Board Meeting - Agenda

June 3, 2022 | 9:30 – 11:30 a.m.

THIS MEETING WILL BE HELD VIRTUALLY VIA REMOTE CONFERENCING SERVICE—  
NO PHYSICAL MEETING LOCATION

### Join Zoom Meeting:

<https://us02web.zoom.us/j/81630673971?pwd=dm94TXJCRWMYWFBLC3U5V2pTSmNRZz09>

Webinar ID: 816 3067 3971 Password: 216460

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

## AGENDA

Time	Agenda Item	Proposed Action
9:30	<b>Welcome and Call to Order – Roll Call and Introductions</b> <i>Jack Gibson, Chair</i>	<i>N/A</i>
9:35	<b>General Public Comments</b> This time is reserved for the public to address the Committee about matters NOT on the agenda and within the jurisdiction of the Committee.	<i>N/A</i>
9:40	<b>Agenda and Past Meeting Minutes Review</b> <i>Jack Gibson, Chair</i>	<i>Approve</i>
9:45	<b>Treasure's Report</b> <i>Jack Gibson, Chair</i>	<i>Accept</i>
9:50	<b>Guest Presentation— Bay Area IRWMP Updates</b> <i>Taylor Nokhoudian, Water Resources Program Manager and Michelle Novotny, Manager of Special Programs, San Francisco Public Utilities Commission</i>  Taylor and Michelle will provide an overview of the Bay Area IRWMP Coordinating Committee's recent activities and upcoming engagement opportunities for the North Bay region.	<i>Overview and discussion</i>

10:30	<b>Executive Director Report</b> <i>Andy Rodgers, Executive Director</i> <p>Andy will provide an update on active projects including a June 2 workshop, recent meetings, communications, committees, activities, and developing initiatives since the May 6 Board meeting. Andy will outline ideas for next and future Board meeting topics and solicit feedback.</p>	<i>ED updates,  Board questions,  and input</i>
10:50	<b>Board Information Exchange and Drought Updates</b> <i>Members</i> <p>Members will highlight issues and share items of interest.</p>	N/A
11:30	<b>Announcements/Adjourn</b> <b>Next Board Meeting: July 1, 2022</b>	N/A



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**DISBURSEMENTS - DATED MAY 19, 2022**

Date Prepared 5/17/22

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 4/30/22	\$160,175.84
90481*	Internal Revenue Service	Federal & FICA Taxes PPE 4/30/22	71,601.20
90480*	State of California	State Taxes & SDI PPE 4/30/22	15,669.05
90482*	CalPERS	Pension Contribution PPE 4/30/22	42,975.98
EFT*	US Bank	April Bank Analysis Charge (Lockbox \$912 & Other \$381 Less Interest \$65)	1,228.16
60693*	ChromaGraphics	Postage for Rate Increase Letter & 4 Page Mailing	3,667.81
E10759*	100 Wood Hollow Drive	Balance of Deposit for Lease at 100 Wood Hollow Drive (\$8,750) & First Month's Rent (\$15,516) (05/15-05/31)	24,266.48
PR*	Employee	Final Payout	3,143.74
90484*	Internal Revenue Service	Federal & FICA Taxes for Final Payout	1,021.49
90483*	State of California	State Taxes & SDI for Final Payout	314.31
1	Able Tire & Brake	Tire ('19 Ditch Witch HX750) (\$301), Tire Repairs ('02 5yd Dump Truck, '19 Nissan Frontier & '18 Ford Cargo Van) (\$125)	425.76
2	Arrow Benefits Group	April 2022 Dental Claims Expense	10,384.58
3	AT&T	Leased Lines	67.94
4	Backflow Distributors	Freight Charge on Relief Valve Repair Kit	95.47
5	Bank of Marin	Bank of Marin Loan Principal & Interest (Pymt #127 of 240) Aqueduct Energy Efficiency Project	46,066.67
6	Bearings & Hydraulics	Parts for Trailer 5A	32.42
7	BMI Imaging Systems, Inc.	Document Scanning (Balance Remaining on Contract \$23,657)	7,872.05

Seq	Payable To	For	Amount
8	Bobcat of Santa Rosa	Switch (Track Loader)	15.94
9	Buck's Saw Service	Pull String	8.12
10	Building Supply Center	Mouse Traps	25.73
11	California Water Service	Water Service (O.M.)	29.91
12	Caltest Analytical Laboratory	Lab Testing	191.60
13	Chandrasekera, Carmela	Retiree Exp Reimb (May Health Ins)	1,137.78
14	Cilia, Joseph	Retiree Exp Reimb (May Health Ins)	409.28
15	Clean Earth Inc.	Hazardous Waste Disposal (Lab)	460.00
16	Clipper Direct	June Commuter Benefit Program	76.00
17	Comcast	May Internet Connection	198.66
18	Core & Main	Meter Stops (40) (\$2,524), Couplings (21) (\$1,084), Pipe Bell Ends (\$717) Spools (5) (\$1,001) & Handwheels (3) (\$357)	5,684.62
19	CPI International	Ion Chromography Standard (Lab)	84.07
20	Cummings Trucking	Sand (139 yds) (\$3,630) & Rock Delivery (72 yds) (\$735)	4,365.00
21	D&H Water Systems, Inc.	Tidal Wave Mixer (Black Point Tank)	15,696.25
22	DataTree	April Subscription to Parcel Data Info	100.00
23	Davis, Sylvia	Novato "Washer Rebate" Program	100.00
24	East Bay MUD	Bay Area Chemical Consortium Participation	1,515.52
25	Electrical Equipment Co	Electrical Materials for Gallagher Well 2 Project	604.35
26	Enterprise FM Trust	Monthly Leases for Chevy Colorado, Ford Ranger, F250's (2), Nissan Rogues (2), Nissan Frontiers (2) & F150's (7)	7,669.56
27	Ferguson Waterworks	Elbows (24) (\$356), Copper Pipe (200') (\$3,754) & Tube Roll (\$3,311)	7,421.13
28	Fisher Scientific	Filters (\$313) & Support Rod (\$65) (Lab)	378.24
29	Friedman's Home Improvement	Pipe Flange & E/M Tools (\$71)	87.53
30	Frontier Communications	Leased Lines April & May	3,460.95

Seq	Payable To	For	Amount
31	GHD Inc.	Consulting Services: Gallagher Ranch (Balance Remaining on Contract \$131,275)	6,610.52
32	Grainger	Miscellaneous Maintenance Tools & Supplies	551.07
33	Hach Co.	Sulfite Reagent & Acid Powder Pillows (1,000) (\$475) & Chlorine Reagents (1,000) (\$324) (STP)	798.69
34	Hildebrand Consulting LLC	Prog Pymt#5: Drought Surcharge Study-Novato (Balance Remaining on Contract \$2,300 - for as Needed Rate/Financial Consulting)	1,150.00
35	InfoSend, Inc.	April Processing Fee for Water Bills (\$1,330), Postage (\$3,669) & April Monthly Support Fee (\$927)	5,925.58
36	Jackson, David	Retiree Exp Reimb (May Health Ins)	1,137.78
37	Keeton Industries	Repair Kit for Compressor (STP)	385.88
38	Kehoe, Theresa	Exp Reimb: Snacks for Retiree's Last Day	62.21
39	Kehoe, Chris	Exp Reimb: D-3 Course Materials (\$166) & Safety Boots (\$200)	365.53
40	Latanyszyn, Roman	Retiree Exp Reimb (May Health Ins)	409.28
41	Lemos, Kerry	Retiree Exp Reimb (May Health Ins)	1,137.78
42	Real Manage	Not Our Customer - Return Payment	2,125.81
43	Manzoni, Alicia	Retiree Exp Reimb (May Health Ins)	409.28
44	Marin Color Service	Paint for Tanks & Offices	187.55
45	Marin Independent Journal	Display Ad: Invitation to Bid (Office/Yard Building Refurbish) (\$519) & Water Supply Workshop (4/26), Strategic Solutions (4/22) & Novato Chamber Edition (4/24) (\$506)	1,025.16
46	Marin Landscape Materials	Fill Sand (1 yd)	53.04
47	Marin County Ford	Service Parts ('18 Ford Transit Cargo Van-\$58 & '12 F250-\$348)	405.87
48	McLellan Co, WK	Misc Paving	1,038.48
49	National Fire Protection Asso	Membership Dues (6/22-6/23) (Williams) (Budget \$200)	175.00

Seq	Payable To	For	Amount
50	North Marin Auto Parts	Miscellaneous Service Parts & Maintenance Supplies	437.72
51	North Bay Gas	April Cylinder Rental	113.00
52	Northbay Nissan	Service Parts ('21 Nissan Rogue)	75.88
53	Office Depot	Misc Office Supplies	392.44
54	Opperman & Son, Inc.	Brake & Wheel Seal Parts ('07 Trailmax Trailer)	5,111.30
55	Pace Supply	Meter Pump (\$77), Elbows (10) (\$43), Caps (8), Flanges (20) (\$806), Nipples (10), Corp Stops (10) (\$3,342), Valves (30) (\$183), Flange Spool (\$399), Parts for Gallagher Well #2 (\$238), PVC Pipe (\$149) & Couplings (6)	5,260.68
56	Pacific Gas & Electric Co	Power: Bldgs/Yard (\$4,600), Other (\$223), Pumping (\$36,145), Rectifier/Controls (\$1,148) & Treatment (\$107)	42,222.89
57	Pini Hardware	Miscellaneous Maintenance Tools & Supplies	592.16
58	Pollard Water	Cutter Pipe & Tubing	168.06
59	Quadient, Inc.	June Postal Meter Rental	142.76
60	Recology Sonoma Marin	April Trash Removal	571.16
61	Redwood Painting Co., Inc.	Painting & Coating Services for STP Chemical System Upgrade (Balance Remaining on Contract \$199,415)	50,585.06
62	Soiland Co., Inc.	Asphalt Recycling (12 tons) (\$174) & Rock (42 yds) (\$1,234)	1,408.55
63	State Water Resources Control	D1 Certification Renewal (\$70) (Williamson) & Exam Fee for D2 Certification (\$65) (Fike)	135.00
64	State Water Resources Control	Clean Water SRF Loan Principal & Interest-RWF (Pynt #15 of 20) (\$273,367) & Clean Water SRF Loan Principal & Interest-RW North Seg 3 (Pynt #10 of 20) (\$96,153)	369,520.07
65	Syar Industries Inc	Sand (61 yds)	3,819.62
66	TPx Communications	May Telephone Charges	724.09
67	T & T Valve & Instrument Inc	STP Control Valves	976.84

Seq	Payable To	For	Amount
68	USA BlueBook	Turbidity Standard (\$295) & Calibration Gas (\$416) (STP)	710.83
69	US Bank	April Safekeeping Treasury Securities	139.00
70	Verizon Wireless	Cellular Charges: Data & Equipment (\$1,416), Airtime (\$99) & iPads for Asset Management (\$200)	1,715.32
71	Verizon Wireless	April SCADA & AMI Collectors (\$650)	810.80
72	VWR International LLC	Standard Solution (\$62), Pipettes (\$234), Phosphorus (\$72) & Test Tube Baskets (2) (\$108) (Lab)	475.90
73	Williamson, Matthew	Exp Reimb: Safety Boots	200.00
74	Wine Country Balance	Annual Analytical Balance Calibration (Lab)	525.00
75	West Yost Associates	Prog Pymt#7: Local Water Supply Enhancement Study (Balance Remaining on Contract \$6,436)	23,167.00
76	Zenith Insurance Company	Annual Workers Compensation Billing & Premium (5/1/22-5/1/23)	129,352.00
77	ZORO	Dead Bolts (4) (\$329), Motor Controller (\$209), Parts for Gallagher Well #2 (\$319) & Battery Backups (\$210)	1,066.40
<b>TOTAL DISBURSEMENTS</b>			<b><u>\$1,103,103.23</u></b>

The foregoing payroll and accounts payable vouchers totaling \$1,103,103.23 are hereby approved and authorized for payment.

  
Auditor-Controller

05/17/2022  
Date

  
General Manager

5/18/2022  
Date

## **DISBURSEMENTS - DATED MAY 26, 2022**

Date Prepared 5/23/22

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 5/15/22 & Final Payout	\$161,987.70
90486*	Internal Revenue Service	Federal & FICA Taxes PPE 5/15/22	76,033.06
90485*	State of California	State Taxes & SDI PPE 5/15/22	16,908.73
90487*	CalPERS	Pension Contribution PPE 5/15/22	41,654.85
90488*	State of California	Unemployment Insurance	189.00
1	Advanced Infrastructure Tech.	Metal Detector Receiver	640.62
2	American Family Life Ins	AFLAC-May Employee Paid Benefit	3,402.29
3	A.S.T.I.	Fire Service Testing - 43 Backflow & 30 Bypass Devices	4,490.00
4	Automation Direct	PLC Cards (3)	363.72
5	Bold & Polisner	April Legal Fees Legal Fees-General (\$8,050) & Potter Valley FERC NMWD Portion (\$1,283)	9,332.50
6	Buck's Saw Service	Face Shields (2) (\$65) & Gas for Small Tools (\$84)	149.33
7	California Water Efficiency Partnership	Membership Dues (Grisso) (1/22-12/22) (Budget \$4,100)	3,925.35
8	CentriTEK Industrial. Centrifuge Specialists	Service on Centrifuge (STP)	31,964.88
9	Cla-Val	Parts & Labor to Inspect & Rebuild All Pressure Regulators at Black Point Harbor Drive (Balance Remaining on Contract \$9,182)	25,435.73
10	Consolidated CM	Prog Pymt#11: Construction Management Services for NMWD Building Renovation Project (Balance Remaining on Contract \$43,630)	14,013.00
11	Crofts, Arthur	Novato "Smart Irrigation Controller" Program	412.49

Seq	Payable To	For	Amount
12	Diesel Direct West	Diesel (300 gals) (\$1,902) & Gasoline (699 gals) (\$3,853)	5,754.96
13	DRF Builders, Inc.	Refund of Deposit/New Development/Water Conservation Restriction-Novato	1,000.00
14	Eurofins Eaton Analytical, Inc	Quality Assurance for Lab	250.00
15	Fiserv/Bastogne Inc.	Return Payment-Not Our Customer	115.07
16	Foliart, Roberta	Novato "Toilet Rebate" Program	250.00
17	Forevergreen Landscape & Maintenance	Spinosa Way Weed Removal (\$2,285) & San Marin Pump Station Cleanup (\$2,265)	4,550.00
18	GHD Inc.	Prog Pymt #4: Consulting Services Agreement for Grant Support Services (Balance Remaining on Contract \$76,099)	55,176.39
19	Grady, Ken	Electrolytes, Membranes (12) (STP)	229.59
20	Grainger	Miscellaneous Maintenance Tools & Supplies	681.11
21	Instrument Technology Corp.	Utility Locator Kit	3,569.00
22	James, Stephanie	Novato "Toilet Rebate" Program (\$188) & Refund Alternative Compliance Reg 15 Deposit (\$315)	503.00
23	Kiosk Creative LLC	Marketing Communication & Outreach Services (Balance Remaining on Contract \$16,578)	5,652.49
24	KP Promotions	Uniforms (Engineering & Consumer Services)	613.03
25	LGVSD	Recycled Water Deliveries (1/1/22-3/31/22)	3,799.24
26	Lincoln Life Employer Serv	Deferred Compensation PPE 5/15/22	19,423.36
27	Maggiora & Ghilotti	Prog Pymt #5: Old Ranch Road Tank No 2 Construction Services (Balance Remaining on Contract \$465,512)	28,500.00
28	Marin Sanitary Service	Document Shredding (4 Carts)	310.00
29	McAghon, Andrew	Lawn Be Gone Sheet Mulching Program (212 Judith Ct) (500 sq ft) (Balance Remaining on Contract \$954)	358.00
30	McLellan Co, WK	Misc Paving	4,786.29



Seq	Payable To	For	Amount
31	McMaster-Carr Supply Co	Fixture Plate Chip Plug & Couplings (12)	74.09
32	Mutual of Omaha	June Life Insurance Premium	1,233.44
33	Nationwide Retirement Solution	Deferred Compensation PPE 5/15/22	1,195.00
34	Office Depot	Misc Office Supplies	218.84
35	Pace Supply	Gaskets (25)	79.57
36	Parkinson Accounting Systems	Accounting Software Support	97.50
37	Point Reyes Prop Mgmt Assn	May HOA Fees (25 Giacomini Rd)	75.05
38	Quadient, Inc.	Service on Postal Meter	1,036.70
39	Red Wing Business Advantage	Safety Boots (Pearce)	200.00
40	Rosales, Zabaz	Novato "Toilet Rebate" Program	625.00
41	RS Home Improvement, LLC	Refund of Deposit/New Development/WC Restriction-Novato (2)	2,000.00
42	Scott Technology Group	Monthly Maintenance on Engineering Copier (\$201) & Contract Overage Charge	304.05
43	Sessions Rise Homeowners	Return Payment-Not Our Customer	6,882.10
44	Sonoma County Water Agency	April Contract Water	442,605.28
45	South Bay Foundry	6" Valve Caps (93)	3,503.03
46	SPG Solar Facility XII, LLC	April Energy Delivered Under Solar Services Agreement	15,278.48
47	Survival CPR & First Aid LLC	CPR & First Aid Training (34)	2,861.10
48	Syar Industries Inc	Sand (15 yds)	947.63
49	Township Building Services	April Janitorial Services	2,157.61
50	United Parcel Service	Delivery Services: Inhibitory Testing for Lab & GAC Testing for STP	240.26
51	Van Bebber Bros	Parts for STP Trench Plates	333.85
52	VBS CAL LLC	Inkjet Vellum (Eng)	103.56
53	Waste Management	Green Waste Disposal	110.85

Seq	Payable To	For	Amount
54	West Coast Energy Systems	OM (\$535) & STP Generator Inspections (\$535)	1,070.00
55	HD-Supply - White Cap Const.	2" Pump (2)	756.85
56	Wood Rodgers, Inc.	Prog Pymt#8: Provide Engineering & Hydrogeological Services for Gallagher Well #2 (Balance Remaining on Contract \$15,291)	1,445.00
<b>TOTAL DISBURSEMENTS</b>			<b><u>\$1,011,859.62</u></b>

The foregoing payroll and accounts payable vouchers totaling \$1,011,859.62 are hereby approved and authorized for payment.

Julie Blue                      05/24/2022  
Auditor-Controller                      Date

[Signature]                      5/24/2022  
General Manager                      Date

## ***DISBURSEMENTS - DATED JUNE 2, 2022***

Date Prepared 5/31/22

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
E10834*	100 Wood Hollow Drive	June Rent & Suite Keys (32)	\$28,571.52
90489*	CALPERs	June Insurance Premium (Employer \$49,163, Retirees \$11,388 & Employees \$8,882)	69,433.08
1	Amazon/Genuine-Hardware	Gate Radios (\$365), Storage Shelving Unit (\$42), Computer Supplies (\$900), Under Cabinet Lighting (\$39), Batteries for STP (\$49), Thermal Labels for Lab (\$59) & Amazon-Bravo Gifts Cards (4) (\$200)	1,654.26
2	Arrow Benefits Group	May 2022 Dental Admin Fees	282.50
3	Asbury Environmental Services	Used Oil Disposal	95.00
4	AT&T	May Internet Service	100.96
5	Cadu, Denis & Engelbert, Lisa	Novato "Water Smart Landscape Efficiency Program" Residential	200.00
6	Calpico, Inc.	Zinc Anodes (200)	5,953.75
7	Caltest Analytical Laboratory	Lab Testing	95.80
8	ChromaGraphics	West Marin Rate Increase Letter (785)	1,461.48
9	Comcast	Internet for Lab @ Buck Institute	351.50
10	Core Utilities, Inc	Consulting Services: April IT Support (\$6,000), PLC Programming/Communication for Gallagher Well #2 (\$1,475), IT/SCADA Support for Novato Radio/Cell Project (\$300), CORE Billing Maintenance (\$600) & Front Office Network Design Review, Temp Office Relocation & Const Inspection (\$1,200)	9,575.00
11	Czezatke, Christian	Novato "Washer Rebate" Program	100.00
12	Easi File	Easi File Hangers (500) (Engineering)	477.02

Seq	Payable To	For	Amount
13	EKI Environment & Water, Inc.	Prog Pymt#5: Urban Water Management Plan (Balance Remaining on Contract \$199,564)	1,079.26
14	Electrical Equipment Co	Parts for Gallagher Well #2	2,421.05
15	Environmental Express	Conical Tube (Lab)	314.30
16	Fairway Design & Construction, Inc.	Refund of Deposit/New Development/WC Restriction-Novato	1,000.00
17	Ferguson Waterworks	Elbows (33) (\$1,312) & Unions (20) (\$323)	1,634.26
18	Fisher Scientific	Tube Culture (\$85), Thermometer (\$87) & Evaporating Dishes (10) (\$90)	262.16
19	GHD Inc.	Prog Pymt# 21: STP Corrosion Assessment Project (\$1,736) & Prog Payment #12: Old Ranch Road Tank No 2 Design Services (\$533) (Balance Remaining on Contract \$32,109)	2,268.50
20	Grainger	Umbrella Base (\$102), Kneeling Mats (5) (\$177) & Miscellaneous Maintenance Tools & Supplies (\$319)	598.62
21	Home Depot	Epoxy (3) (\$231), Zerust (\$22), Tool Chest Drawer (\$97) & Lithium Battery (\$368)	718.71
22	Idexx Laboratories	Quanti-Tray Pack (100)	318.03
23	Kelly-Moore Paint Company, Inc	Paint for Document Room	31.89
24	Medoff, Marc A.	Novato "Cash for Grass" Rebate Program	330.00
25	Metrohm USA, Inc.	Ion Chromatography Supplies (Lab)	1,459.35
26	Pace Supply	Meter Pit Pumps (2) (\$155), Bushings (3) (\$35), Nipples (30) (\$1,544), Reducers (20) (\$170) & Tees (10) (\$960)	2,863.24
27	Pailhe, Sean	Novato "Pool Cover" Rebate Program	75.00
28	PDM Steel Service Centers	Replacement Chemical Trench Plates (STP)	5,340.64
29	Pearlman, Avram	Exp Reimb: April-May Mileage	245.58
30	Pipette.com	Service on Pipettes (Lab)	91.00
31	POA of Novato Heights	2022 Dues (1/22-12/22) (Budget \$300)	400.00
32	Pollard Water	Hydrant Fittings (4)	185.97

Seq	Payable To	For	Amount
33	Richter, Kimberly	Novato "Cash for Grass" Rebate	800.00
35	Rolka, Gail M.	Novato "Cash for Grass" Rebate Program	800.00
36	Splenda, Trigg	Refund of Deposit/New Development/WC Restriction-Novato	1,000.00
37	State Water Resources Control	D4 Distribution Certification Renewal (Reed) (\$105), T2 Wastewater Exam Fee (Foster) (\$155) & T3 Exam Application Fee (Fike) (\$100)	360.00
38	Tregner, Jessica	Refund of Deposit/New Development/WC Restriction-Novato	1,000.00
39	Univar	Sodium Hypochlorite (424 gal) (O.M.)	1,530.64
40	Velkoff, Michael	Novato "Cash for Grass" Rebate Program	200.00
41	VWR International LLC	Burner Tips (10) (\$7) & Lab Coats (3) (\$85)	91.74
42	Waste Management	Green Waste Disposal	279.24
43	Water Education Foundation	Annual Membership (1/22-1/23) (Williams) (Budget \$150)	200.00
44	ZORO	Parts for Gallagher Well#2 (\$126) & Miscellaneous Maintenance Tools & Supplies (\$434)	560.66
<b>TOTAL DISBURSEMENTS</b>			<b><u>\$146,811.71</u></b>

The foregoing payroll and accounts payable vouchers totaling \$146,811.71 are hereby approved and authorized for payment.

Julie Blue 05/31/2022  
Auditor-Controller Date

[Signature] 05/31/2022  
General Manager Date

# County approves rules for housing

## BOARD OF SUPERVISORS

Ordinances would help execute new state laws

## Marin Independent Journal

By Richard Halstead

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

Marin County supervisors have approved interim ordinances for implementing new state laws that severely limit local control over new residential development.

For the most part, the supervisors followed the recommendations of the county's Planning Commission in designing the ordinances approved on Tuesday — with one exception. Supervisors decided to set the maximum house size allowable under Senate Bill 9 at 1,200 square feet, instead of 1,000 square feet as recommended by the commission.

SB 9, which took effect at the beginning of the year, gives the owners of lots in areas zoned for single-family residences the ministerial right to build two primary residences,

an accessory dwelling unit (ADU) and a junior accessory dwelling unit (JADU) on a single lot. The law also permits lot splits, in which case a maximum of four residences are allowed. Accessory dwelling units and junior units count.

Ministerial projects are statutorily exempt from having to comply with the California Environmental Quality Act.

Setting a maximum limit on the size of residences created under SB 9 is important because, under the law, homeowners could tear down their home and build a bigger one without adding any new residences.

“We want to make sure that this ministerial process isn't used by developers and property owners to build mega-homes in single-family residential districts,” said Tom Lai, director of the county's Community Development Agency.

Prior to the board's vote, Supervisor Damon Connolly said he favored accepting the commission's recommendations in their entirety.

"I really see it as an incremental approach as we figure this law out and what the impacts are going to be on communities," Connolly said.

"SB 9 is a flawed law in the sense that things like high fire- risk zones and other hazards are not adequately accounted for," he said.

The Planning Commission took a conservative approach with its recommendations, noting that a slew of new state laws has stripped local jurisdictions of most control over new residential development. Also, the county and its municipalities are under a state mandate to allow 14,405 more residences over the next eight years.

Supervisors Katie Rice and Dennis Rodoni said a 1 ,000-square-foot limit would be too restrictive.

"It just seems it's against the intent of SB 9 by restricting the size to 1,000 square feet," Rodoni said.

Rodoni suggested adopting a maximum of 1,200 square feet. Supervisor Stephanie Moulton-Peters said she would support that.

Rice, however, said, "I think we should consider a higher square footage than 1,200 to start off with, given that we have the ability to modify it. I would have been fine with 1,800 square feet."

Rodoni then said he would be willing to increase the maximum to 1,500 square feet. Connolly stood firm. "I made the motion to accept the Planning Commission recommendations," he said. "So if there is consensus around 1,200, I would be willing to bump it to that."

Among the commission's suggestions that the supervisors adopted was a recommendation to prohibit the creation of ADUs after lot splits under SB 9, which reduced the maximum number of new residences that could be built from six to four.

Rice said she might want to reconsider that decision in the future. The interim ordinances will be supplanted by more long-term regulations that will be embedded in the housing element of the county's general plan. An update of the plan is in the works and must be completed by January.

The ordinances adopted Tuesday also involve Senate Bill 35, which mandates a ministerial approval process for projects proposed in jurisdictions that have failed to create their state-mandated housing quota.

For the most part, the only say local jurisdictions still have in regulating projects under SB 35 and SB 9 is to enforce “objective design standards” — defined in SB 35 as “standards that involve no personal or subjective judgment by a public official and are uniformly verifiable by reference to an external and uniform benchmark.”

Examples of objective standards include height, setbacks, lot coverage, percentage of open space, density and parking requirements.

The supervisors adopted the floor area ratios, maximum heights and minimum setbacks recommended for SB 9 and SB 35 projects by the Planning Commission. These included 30% floor area ratios and 30-foot height limits for all main buildings.

Rice said she believes the 30% floor area ratio will be effective in limiting the size of homes created under SB 9.

Supervisors also adopted the commission’s recommendation to prohibit SB 35 projects from being built in stream conservation areas and wetland conservation areas, or removing protected and heritage trees.

State law provides some exceptions to all of these limitations.

For example, under state density bonus law, these standards would not apply to SB 35 developers building more than four residences, if the developers demonstrate the standards would make their projects infeasible.

And if the floor area of the new homes proposed under SB 9 is 800 feet or less, state law prohibits any limitation on floor area ratio or building in stream conservation or wetland conservation areas.

SB 9 does allow jurisdictions to require that lots created by an urban lot split have direct access to a public right of way, and the supervisors included that requirement in one of the ordinances they approved. They did so over the objections of Eric McCloskey, one of only two people to file an SB 9 application with the county so far. McCloskey’s application was denied over its lack of access to a public right of way.

During the public comment portion of the meeting, Chris Skelton, McCloskey’s attorney, objected to the public-right-of-way requirement, saying the law allows access to be provided by private easements.



Moulton-Peters said, "I strongly insist on direct access to a public road. Many of the homes in my district are on narrow roads as it is."

The supervisors also stuck with two other recommendations by the commission. They mandated owner occupancy for three years following a lot split under SB 9, and authorized the Planning Commission to review decisions on SB 35 applications without an ability to appeal to the Board of Supervisors.

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# Experts fear reinfections pose big risk

COVID-19 PANDEMIC

## **Marin Independent Journal**

**By Apoorva Mandavilli**

*The New York Times*

A virus that shows no signs of disappearing, variants that are adept at dodging the body's defenses and waves of infections two, maybe three times a year — this may be the future of COVID- 19, some scientists now fear.

The central problem is that the coronavirus has become more adept at reinfecting people. Already, those infected with the first omicron variant are reporting second infections with the newer versions of the variant — BA.2 or BA2.12.1 in the United States, or BA.4 and BA.5 in South Africa.

Those people may go on to have third or fourth infections, even within this year, researchers said in interviews. And some small fraction may have symptoms that persist for months or years, a condition known as long COVID.

“It seems likely to me that that’s going to sort of be a long-term pattern,” said Juliet Pulliam, an epidemiologist at Stellenbosch University in South Africa.

“The virus is going to keep evolving,” she added. “And there are probably going to be a lot of people getting many, many reinfections throughout their lives.”

It’s difficult to quantify how frequently people are re-infected, in part because many infections are now going unreported. Pulliam and her colleagues have collected enough data in South Africa to say that the rate is higher with omicron than seen with previous variants.

This is not how it was supposed to be. Earlier in the pandemic, experts thought that immunity from vaccination or previous infection would forestall reinfections.

The omicron variant dashed those hopes. Unlike previous variants, omicron and its many descendants seem to have evolved to partially dodge immunity. That leaves everyone — even those who have been vaccinated multiple times — vulnerable to multiple infections.

“If we manage it the way that we manage it now, then most people will get infected with it at least a couple of times a year,” said Kristian Andersen, a virologist at the Scripps Research Institute in San Diego. “I would be very surprised if that’s not how it’s going to play out.”

The new variants have not altered the fundamental usefulness of the COVID vaccines. Most people who have received three or even just two doses will not become sick enough to need medical care if they test positive for the coronavirus. And a booster dose, like a previous bout with the virus, does seem to decrease the chance of reinfection — but not by much.

At the pandemic’s outset, many experts based their expectations of the coronavirus on influenza, the viral foe most familiar to them. They predicted that, as with the flu, there might be one big outbreak each year, most likely in the fall. The way to minimize its spread would be to vaccinate people before its arrival.

Instead, the coronavirus is behaving more like four of its closely related cousins, which circulate and cause colds year-round. While studying common cold coronaviruses, “we saw people with multiple infections within the space of a year,” said Jeffrey Shaman, an epidemiologist at Columbia University in New York.

If reinfection turns out to be the norm, the coronavirus is “not going to simply be this wintertime once-a-year thing,” he said, “and it’s not going to be a mild nuisance in terms of the amount of morbidity and mortality it causes.”

Reinfections with earlier variants, including delta, did occur but were relatively infrequent. But in September, the pace of reinfections in South Africa seemed to pick up and was markedly high by November, when the omicron variant was identified, Pulliam said.

The number of reported reinfections in South Africa, as in the United States, may seem a bigger change than it is simply because so many have been immunized or infected at least once by now.

“The perception magnifies what’s actually going on biologically,” Pulliam said. “It’s just that there are more people who are eligible for reinfection.”

The omicron variant was different enough from delta, and delta from earlier versions of the virus, that some reinfections were to be expected. But now, omicron seems to be evolving new forms that penetrate immune defenses with relatively few changes to its genetic code.

“This is actually for me a bit of a surprise,” said Alex Sigal, a virologist at the Africa Health Research Institute. “I thought we’ll need a kind of brand-new variant to escape from this one. But in fact, it seems like you don’t.”

An infection with omicron produces a weaker immune response, which seems to wane quickly, compared with infections with previous variants. Although the newer versions of the variant are closely related, they vary enough from an immune perspective that infection with one doesn’t leave much protection against the others — and certainly not after three or four months.

Still, the good news is that most people who are re-infected with new versions of omicron will not become seriously ill. At least at the moment, the virus has not hit upon a way to fully sidestep the immune system.

“That’s probably as good as it gets for now,” Sigal said. “The big danger might come when the variant will be completely different.”

Still, each infection may bring with it the possibility of long COVID, the constellation of symptoms that can persist for months or years. It’s too early to know how often an omicron infection leads to long COVID, especially in vaccinated people.

To keep up with the evolving virus, other experts said, the COVID vaccines should be updated more quickly, even more quickly than flu vaccines are each year. Even an imperfect match to a new form of the coronavirus will still broaden immunity and offer some protection, they said.

“Every single time we think we’re through this, every single time we think we have the upper hand, the virus pulls a trick on us,” Andersen said. “The way to get it under control is not, ‘Let’s all get infected a few times a year and then hope for the best.’”



Clem Williams, 76, is bandaged after receiving her second coronavirus vaccine booster in Durham, N.C., on May 5. Some experts say COVID vaccines should be updated more quickly to keep up with the evolving virus.

# *Opportunities to diversify water supply still in reach*

## **Marin Independent Journal**

### **Marin Voice**

Some problems can be easily fixed; others require sterner measures. The current imbroglios surrounding the actions (and inactions) of the Marin Municipal Water District Board of Directors fall into the latter category. After years of dithering and delays over what to do to resolve what has become an endemic water crisis it is fair to say that we need changes.

The authority, aka the five overseers of our long-term water future (which is no less than the power to regulate the most important element of our everyday lives), is being abrogated either by gross ineptitude or plain indifference.

How else to explain initial support of a \$100 million pipeline to the East Bay which would take years to complete, assuming it survived a minefield of governmental and environmental challenges, and, even then, could supply barely 40% of Marin's water needs.

Knowing that the overwhelming weight of opinion from scientists, climatologists, university researchers, water policy experts and civil engineers predicts longer, more frequent and even more intense droughts as a result of climate change, why should we trust that still stricter conservation — combined with involuntary rationing — will turn the tide?

After the imposition of punitive water restrictions (which continue), financial penalties for violations and only sporadic rainfall, options such as enhanced recycling, groundwater recapture and more storage are finally getting some attention.

What are we to make of a board that has voted to arbitrarily obstruct or at least indefinitely delay a decision in favor of the development of a desalination plant under a previous ballot measure that cleverly derailed an opposing proposition and effectively took the power out of the voters' hands.

Directors essentially red lighted any meaningful efforts to pursue desalination as the ultimate option for a safe, permanent and reliable water supply. Marin operated a highly successful desalination pilot plant for one year (2005-06).

Newark, Antioch and Carlsbad adopted desalination and seawater desal plants are in development from Santa Cruz south to Monterey.

Marin officials, while warned about the potential for severe water shortages decades ago and the urgent need to devise new strategies, chose instead to bury their heads in the sand.

With forward planning, an environmentally sound, technologically proven and economically justifiable desalination facility might have been up and running part-time by now. It could have offset the initially high energy costs and been available for quick activation during emergencies.

Even had MMWD implemented some of the supply options it is just now getting around to studying, many experts are cautioning it might not have been enough to forestall the worst effects of a continuing drought this winter.

These repeatedly restudied options will supposedly be rehashed in the so-called Jacobs Report not due until August. Previews are not promising.

From my perspective, the water board members continue to justify spending millions more taxpayer dollars debating what are now outdated supply alternatives that they have known about for years and with competent management might already have significantly adapted to changing conditions.

Meanwhile, the growing howls from the public implore MMWD to institute changes that might restore some semblance of trustworthiness. Why are the summarily ignored?

When a critically important agency no longer demonstrates public accountability and is derelict in its duties, reelecting incumbents is taking a risk.

As a “special district,” MMWD is subject to legal authority under the Marin Local Agency Formation Commission (LAFCo) which is empowered to “establish, consolidate, reorganize or dissolve” such districts if they are not functioning properly.

Such actions can be requested by other local agencies, landowners or registered voters and Marin’s LAFCO (on which I served as a public member and on the state executive board) could initiate proceedings.

San Francisco saw the wisdom years ago of creating the Public Utilities Commission consisting of appointees who oversee and regulate the city’s water agency composed mainly of experts and not subject to the whims of elected officials with no term limits who can ignore the voters at will.

As a progressive county, perhaps Marin is ready to consider such change. *Richard Rubin, of Strawberry, is founder and board chair of the Marin Coalition for Water Solutions.*



# OPINION

Saturday Soapbox

## Marin Independent Journal

### District should keep all drought rules permanent

It seems that by lifting many of the water restrictions put in place during the recent drought, Marin Municipal Water District officials are suffering from amnesia (“Marin water supplier makes some drought rules permanent,” May 5). They are condemning the public to the potential of a repeat of what we went through less than a year ago. I’m talking about the real threat of running out of water.

Marin got lucky with some heavy rain this winter to replenish nearly dry reservoirs and lift us out of dire straits. The rain was certainly something to celebrate, but we should never forget exactly how dire it was. Now that many of the restrictions have been lifted, does this also mean that households should resume flushing every time the toilet is used? I also see that we can now wash cars in our driveway. That’s disappointing.

While some people go back to their normal habits, I am getting ready to install a hot water recirculating system at my house. But perhaps I’ll just cancel that expensive water conservation measure. From what MMWD is apparently trying to tell us, it doesn’t seem necessary any more.

It will be difficult to get the public to buy into the concept of conservation once more when, inevitably, the reservoirs will be drastically low again in the future. MMWD is giving me whiplash.

— *Beryn Hammil, Corte Madera*

### Ideas for water sources have always been here

In her recently published Marin Voice commentary, Cynthia Koehler, a member of the Marin Municipal Water District Board of Directors, calls for a “silver buckshot strategy” to maintain Marin County’s water supply (“Take a ‘silver buckshot’ approach to water reliability,” May 7). She noted that desalination, recycling, efficient storage and interties to other water agencies are all “on the table.”

But they've all been on the table for as long as Koehler and her fellow incumbents have held office. If Marin County residents want to take any of these solutions off the table and put into practice, they'll vote to cut the nonsense and elect new MMWD board members.

— *Steve Stein, Larkspur*

### **Entire Bay Area should focus on desalination**

I am worried about the future of the Bay Area's water supply amid increasing risk of drought. I think desalination is the answer. By establishing medium-sized desalination plants (whether stationary or on barges) throughout the Bay Area, we could keep reservoirs topped off if rain is not forthcoming.

Much of the Middle East survives on desalinated water, as do other parts of the planet. The technology and scientific uses are phenomenal. I urge everyone to go online and research what the benefits are of new methods being used. One exciting method used is the extraction of lithium from seawater.

Lithium is in high demand and can be used for batteries, sea salt and more. The ability to extract it is promising because the aqueous lithium (brine) recovery is more abundant, more environmentally friendly and cost effective. If this is not a perfect reason to support desalination, nothing is.

The Kastania Road pump on the outskirts of Petaluma is across the freeway from the Petaluma estuary/river and could be the perfect location for lithium extraction. In addition, we could run a water pipeline down from the Pacific Northwest. Instead of wasting money on more studies by the water districts, money could be used to build desal plants.

Our California reservoirs are well below normal levels, as are the snow levels. We're in dire need right now for water sources. Time, like our water, is running out. Let's not put desalination on the back shelf. — *John Christopher Baseheart, Novato*

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# ***Public meetings on Zoom require more transparency***

## **Marin Independent Journal**

**DICK SPOTSWOOD**

The danger of infection during the pandemic prompted local governments to take innovative steps. Most governing boards operated via Zoom or similar livestreaming providers allowing agency board members to participate from remote locations as could the interested public.

It was a desperate but necessary temporary solution to a hopefully once-in-a-lifetime dilemma: how to remain safe while allowing public participation.

Its downside quickly became obvious. With remote attendance, the literal and perceived distance between governing board members, municipal staff and the citizenry became even more distant.

Given the need for emergency measures, remote attendance was the correct option. With the pandemic winding down, most governing boards are again meeting in person. Those temporary measures should soon be jettisoned.

This isn't to throw the baby out with the bathwater. There is plentiful evidence of the benefits of recording public meetings and livestreaming them on the internet for citizens who wish to see their elected officials doing the people's business in public. Teleconferencing isn't done to allow electrode officials to skip their basic duty to show up in person.

Now California's Legislature is up to another "under the radar" effort to please a handful of elected insiders. These are the officials who find it more convenient to attend board meetings from their home, luxury vacation spots or the site of distant employment.

The two proposed laws are Assembly bills 1944 and 2449, both of which are designed to facilitate teleconferencing and remote attendance by board members at governmental meetings. Both are bad news.

AB 2449, introduced by Los Angeles County Democrat Blanca Rubio, essentially codifies that "the legislative body of a local agency may use teleconferencing for the benefit of the public and the legislative body in connection with any meeting or proceeding authorized by law."

AB 1944, whose lead author is Santa Clara County Democrat Alex Lee, modifies the Ralph M. Brown Act, Golden State's good government open meeting law. It reads, "upon a determination by a majority vote of the legislative body, a member to be exempt from identifying the address of the member's teleconference location in the notice and agenda or having the location be accessible to the public, if the member elects to teleconference from a location that is not a public place."

Currently, the law requires the disclosure of where remote members are sitting by their computers. They must disclose the address of that location, post an agenda on the site's door and allow the public in, even if the address is a Las Vegas casino. This has been particularly awkward for some directors who regularly work far away from Marin. AB 1944 abolishes those requirements.

The most glaring examples of elected officials not appearing in person are at Marin Municipal Water District board and committee meetings. It's understandable that they are busy, but that reality may mean being an elected official is not right for them. If these directors can't perform their duties in person they should resign or, at the least, forgo running for reelection.

Only with the public and decision-makers sitting together at the same time and same place do we have full transparency. Their insider-to-insider winks, body language, whispering and quirks are available for all to see. Likewise, board members being in the same room with the public gives elected officials the full impact of a chamber filled with unhappy constituents.

The best result is that AB 1944 is defeated and AB 2449 radically amended. The change should prohibit teleconferencing by governmental agencies. The sole exception should be if, by majority vote, the board's majority makes a finding that the potential remote board member has a temporary personal emergency preventing them from being present in person. *Columnist Dick Spotswood of Mill Valley writes on local issues Sundays and Wednesdays. Email him at [spotswood@comcast.net](mailto:spotswood@comcast.net).*

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Sunday, 05/22/2022 Page .A19

# Newsom threatens to restrict water

## DROUGHT

### *Marin Independent Journal*

**By Paul Rogers and Will Houston**

*Bay Area News Group*

Gov. Gavin Newsom warned major water agencies Monday to show better water conservation results or face mandatory statewide water restrictions as California heads into its third summer of severe drought.

The threat is a sign of Newsom's growing impatience with the state's lagging conservation efforts, and came as he convened a meeting in Sacramento of the state's largest water agencies, and told their leaders that not enough is being done to reduce urban water use.

Calling recent increases in water use a "black eye," according to one source in attendance, Newsom said the state will closely monitor water use over the next 60 days.

Newsom also told water agencies to submit water use data more frequently to the state and to step up outreach and education efforts to communicate the urgency of the crisis to the public.

"He was very stern, very deliberate," said Rick Callender, chief executive of the Santa Clara Valley Water District. "He wants to see more results. It was a cometo-Jesus moment."



Gov. Gavin Newsom visits the parched bed of Lake Mendocino last year. Newsom's call for a voluntary 15% cut in urban water use has not succeeded.

CALIFORNIA DEPARTMENT OF WATER RESOURCES

Callender said that most water agency leaders were receptive.

“For the most part everyone is getting there,” he said. “Everyone is going there. They want to find ways for additional conservation. We have to.”

Last July, Newsom declared a drought emergency and asked Californians to cut urban water use 15% compared to 2020 levels. But in March, the most recent month for which data is available, residents instead cranked up the taps, increasing urban water use a staggering 18.9% statewide compared to March 2020, following the driest January, February and March in the state’s recorded history.

Overall, Newsom’s calls for water conservation have been largely ignored, though not in Marin County.

Marin’s two largest municipal water suppliers have on average exceeded Newsom’s conservation target since July.

The Marin Municipal Water District, which serves 191,000 residents in central and southern Marin, has cut back water use by an average of 24% per month compared to 2020, according to district communications manager Adriane Mertens.

Last year, the district faced the possibility of depleting its main reservoir supplies by mid-2022 following two dry winters. The district was preparing to build a \$100 million emergency pipeline across the Richmond Bridge to pump in Sacramento Valley water before heavy downpours in the last three months of the year averted the crisis.

The North Marin Water District reported the 60,000 Novato residents it serves had cut back by an average of 21% per month since July, according to Tony Williams, the district general manager. The district has been mandating a collective 20% water use reduction in Novato since early 2021.

Cumulatively, from July through March, residents, businesses and government agencies reduced urban water use statewide by just 3.7% compared to the same time period in 2020, according to the State Water Resources Control Board, with lower rates of conservation in Southern California than Northern California.

“Every water agency across the state needs to take more aggressive actions to communicate about the drought emergency and implement conservation measures,” Newsom said. “Californians made significant changes since the last drought but we have seen an uptick in water use, especially as we enter the summer months. We all have to be more thoughtful about how to make every drop count.”

Currently, 95% of the state is in a severe drought, and 59% is in an extreme drought, according to the U.S. Drought Monitor, a weekly report issued by the federal government and the University of Nebraska.

Amid other crises like the COVID pandemic, wildfires, inflation and Russia's attack on Ukraine, Newsom has struggled to get the public to make the drought a top-tier concern.

For the past nine months, he has allowed local water agencies largely set their own conservation targets. Some have set vigorous targets with enforcement. Many have not. Conservation costs them millions in lost water sales.

Former Gov. Jerry Brown tried a similar voluntary approach at first during California's last drought from 2012 to 2016.

When it failed to produce significant water savings, Brown issued mandatory statewide water restrictions, with different targets based on per-capita use. San Francisco, which has thousands of apartments without yards, uses less water per capita than Sacramento or Palm Springs, so was given more moderate savings target than those areas.

At the time, the state required the Marin Municipal Water District to cut back by 20% and the North Marin Water District to conserve by 24%.

Under Brown's plan, cities and water districts that did not hit their goal were issued fines. Statewide water use fell 24.5%.

But it led to complaints from some agencies, particularly in Southern California, who asked Newsom to leave drought rules to local control.

Most of the state's major reservoirs are at low or record- low levels for this time of year. On Monday, Shasta Lake, the state's largest, near Redding, was just 40% full. No significant rain or snow is expected until October or November, if then.

Newsom supported plans by Poseidon, a private company, to build a \$1.4 billion desalination plant in Orange County. But two weeks ago, the California Coastal Commission — including all four of the governor's appointees — voted unanimously to deny it a permit, saying it would increase water rates for low-income people and could harm microscopic ocean life.

Newsom also supports plans to build new off-stream reservoirs, such as the proposed \$4 billion Sites Reservoir in Colusa County. But in his revised May budget, he did not devote any of the state's surplus this year to funding them.

There is no guarantee next winter will end the drought. California has been in a drought in seven of the past 10 years, exacerbated by climate change which increases temperatures and wildfire risk.

Although agriculture accounts for 80% of the water that people use in California, many urban systems rely on their own local reservoirs and local groundwater supplies for some or all of their water. On Monday, the 10 reservoirs operated by the Santa Clara



Valley Water District, which serves 2 million people in Santa Clara County, for example, were just 23% full.

In recent weeks, some major water agencies have begun to take more steps. Earlier this month, the Los Angeles Department of Water and Power announced it will allow customers to water lawns just twice a week — and for 8 minutes. The East Bay Municipal Utility District put in place three-day-a-week watering rules, along with an 8% water surcharge, and policies that by this summer will result in the names of its biggest water users being made public.

The Santa Clara Valley Water District will vote Tuesday on a plan to hire “water cops” to write tickets of up to \$500 for people who are wasting water.

Meanwhile, in another signal of the worsening drought playing out across California and the West, the state water board is set to vote Tuesday to ban all watering of lawns at office parks and industrial sites with potable water with fines up to \$500 for offenders.



A kayaker visits Lake Oroville last summer amid declining water levels from the drought.  
ETHAN SWOPE — THE ASSOCIATED PRESS

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Tuesday, 05/24/2022 Page .A01

# Three-year rollout of new water meters eyed

MMWD

Technology will aid conservation effort

## Marin Independent Journal

By Will Houston

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

The Marin Municipal Water District is set to release a plan next month to replace all of its analog water meters with smart meters by 2026.

The district, which serves 191,000 residents in central and southern Marin, estimates replacing its nearly 58,000 analog meters would take three years at a cost ranging from \$20 million to \$25 million.

The switch allows ratepayers to track their water use in real time. Staff and board members say the smart meters will improve conservation, reduce the need for staff to manually read meters and result in faster leak detection and fewer bills.

“In my thinking, this is the only way to go,” said district Board of Directors President Larry Russell during a presentation on the smart meter plan this month. “It’s like going from a horse and buggy to automobiles. This is a major upgrade of technology.”

The district’s analog meters must be read manually by a crew of eight every other month. Ratepayers are not able to see how much water they’ve used or whether they have any leaks until they receive their bimonthly bills. By comparison, smart meters — also known as advanced metering infrastructure, or AMI — are able to transmit real-time water use data directly to the district and to the ratepayer.

About 5,000 smart meters were installed in the district in 2019 as part of a \$2.5 million grant funded pilot program. The district found these customers conserved 6% to 12% more water and was able to catch several large leaks.

The smaller North Marin Water District, which serves more than 60,000 residents in the greater Novato area and parts of West Marin, has already replaced its 20,500 analog meters with smart alternatives as part of a \$5.5 million project. District staff and board

members say the meters have been integral for its customers continuing to meet their water conservation targets over the last two years.

MMWD is set to release a plan near the end of June detailing how it could roll out the smart meters and the varying technology offered from vendors. Staff says they are aiming to begin work in 2024 and would install 1,000 smart meters as well as set up the required hardware and software in the first year. The remaining meters would be installed in the following two years.

The district is planning to apply for a \$5 million federal grant through the U.S. Bureau of Reclamation that will require the district to provide \$5 million in matching funds.

The meters would need to be replaced about every 20 years, according to the district.

Staff estimate the cost savings resulting from the smart meters would pay itself back within 15 years.

Eventually, the district's eight meter readers would no longer be required, but could be shifted to different roles, staff said.

"Certainly, we'll need some corps to do the routine maintenance on these systems even though we won't have the meter reads," district General Manager Ben Horenstein told the board on Friday.

Board Director Larry Bragman said extensive public outreach will be needed to address privacy concerns that may be raised, especially given some communities' pushback to Pacific Gas & Electric Co.'s smart meter rollout in 2010.

"We've got to build privacy into the system," Bragman said. "That's really critical. It can't be bolted on to the system."

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Thursday, 05/26/2022 Page .A01



# Decorative grass irrigation limited

## STATE DROUGHT ORDER

Drinking water banned for turf at businesses, other properties

## Marin Independent Journal

By Will Houston

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

California regulators ordered water agencies throughout the state this week to adopt new irrigation restrictions meant to preserve reservoir supplies as the state heads into a third summer of drought.

The statewide order, approved by the State Water Board on Tuesday in response to a March executive order by Gov. Gavin Newsom, will ban the use of drinking water for irrigating ornamental grass at businesses, schools, government property, industrial areas and common areas in housing subdivisions and homeowners' associations.

"The severity of this drought requires all Californians to save water in every possible way," State Water Board Joaquin Esquivel said after the vote Tuesday. "The regulation compels water systems and local authorities to implement a range of additional critical conservation measures as we enter the hot and dry summer months."

The order, which requires water agencies to adopt the restrictions by June 10, does not affect residential lawns or recreational and athletic fields.

The State Water Board is also requiring the state's 420 largest water suppliers, including the Marin Municipal Water District and North Marin Water District, to enact "stage 2" of their water shortage contingency plans. The plans are required by state law to be updated every five years and detail six stages of water use restrictions based on the severity of the drought.

For the Marin Municipal Water District, which serves 191,000 residents in central and southern Marin, the stage 2 level calls for 20% voluntary conservation, increased public outreach efforts and beginning water waste patrols.

The North Marin Water District has had its stage 2 restrictions enacted since early 2021 because of the drought. The district has called for a 20% reduction in collective water use compared to 2020 from the 60,000 residents in its Novato service area and enacted a three-day sprinkler irrigation limit per week.

The new order comes as Californians have largely ignored Newsom's call in July 2021 to voluntarily cut back water use by 15% compared to 2020 water use. In March, the state's largest water suppliers reported a collective 19% increase in water use compared to March 2020. As a result, water suppliers have only saved a cumulative 3.7% since Newsom issued his conservation request in July 2021.

Newsom signaled this month that he would consider reinstating mandatory cutbacks unless more aggressive conservation action is taken. Similar mandates were approved during the last major drought, from 2012 to 2016, which required Marin's two water districts to conserve by up to 24% compared to 2013 water use.

Marin's two largest water suppliers haven't been part of the problem. The Marin Municipal Water District reported its ratepayers have been conserving by an average of 24% per month and have cumulatively cut back water use by 26% since July. The district is an outlier compared to other California water suppliers in that its seven reservoirs in the Mount Tamalpais watershed were nearly refilled after downpours in the final months of 2021.

The North Marin Water District has conserved by an average of 21% per month since July.

Monty Schmitt, a member of the Marin Municipal Water District board, said Newsom's order to tighten restrictions is commensurate with the severe water storage outlook statewide. Major reservoirs such as Lake Shasta and Lake Oroville are below average storage for this time of year.

"We're roughly around average storage, which is not the case at all for the vast majority of the state," Schmitt said. "I think when it comes down to it, the governor is doing what exactly he needs to be doing to be raising the alarm."

While the district was saved by the late rains, that does not mean it will be as fortunate in future winters, especially as climate change creates more extreme weather patterns, Schmitt said.

Board member Jack Gibson said if Newsom decides to mandate conservation, there should be some careful analysis of communities that have been conserving. "I agree with the goal he's trying to get to, but I think it requires local application," Gibson said.

Both Marin districts have also implemented restrictions on installing new turf. The North Marin Water District has banned new ornamental turf installation at commercial properties since 2006 and placed limitations on residential lawns since 2001, said Ryan Grisso, district water conservation coordinator.

"Back then we just saw the writing on the wall," Grisso said.

The Marin Municipal Water District adopted new rules this year banning the installation of new decorative turf in commercial properties, industrial areas and institutions such as schools and government properties. Residential lawns and athletic fields are not affected.

The district board has also discussed the potential of phasing out existing decorative turf over a period of several years and providing increased rebates for replacement projects. There are about 35 acres of decorative grass on non-residential areas in the district. The district estimates the turf uses 53 million gallons of water per year, which equates to about a half percent of the district's total annual water use in 2020.

Gibson said he would prefer using education and incentives rather than mandates.

"If someone really likes their decorative turf and they want to take fewer showers instead, I'm good with it," Gibson said. "Give them the education about it and people will then follow through."

Schmitt said the state's watering ban for ornamental turf this summer will cause most of it to dry up and turn brown, presenting an opportunity for property owners to consider replacing it with drought-tolerant landscaping or artificial turf.

"I think that it is something that if not now, sooner or later, we're likely to phase out because it doesn't make a lot of sense given the nature of the climate we're in," Schmitt said.

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Friday, 05/27/2022 Page .A01

# New tool monitors water supplies

MMWD

Model will help to manage drought

## Marin Independent Journal

By Will Houston

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

The Marin Municipal Water District has unveiled a new tool that will model how reliable its reservoir supply would be in more extreme droughts and how new water sources could help.

This week, Jacobs Engineering, a consulting firm to the district, provided a first look at a model that shows how the utility's two-year reservoir supply would fare under worsening drought conditions and from catastrophes such as fires or landslide damage.

"We've not yet experienced a four-year drought, and I think with a system like yours, that unless there is a substantial wet season in between you tend to deplete storage quite a bit faster," Armin Munevar, the consulting project manager, told the district board on Tuesday.

The model stemmed from a \$400,000 study that began in March. The district, concerned about the drought's effect on its reservoirs, approved the study to examine the costs and benefits of new supply sources such as a pipeline across the Richmond-San Rafael Bridge, desalination, ground-water banking, recycled water expansion and more conservation measures.

Five scenarios will be used to stress-test the reservoir supply and the various options for more supply. The scenarios include historic climate trends; historic climate trends with increased conservation efforts; four-year droughts with similar conditions to the droughts in 1976-77 and 2020-2021; long-term droughts up to six or seven years; and abrupt disruptions caused by fires or earthquakes taking out facilities or landslides limiting water production.

Cynthia Koehler, a member of the water district's board, asked why the model does not also include water supplies the district receives from the Russian River through Sonoma

Water. The district receives about 25% of its supply from the Russian River and about 75% from its seven reservoirs in the Mount Tamalpais watershed.

Munevar said the model is meant to help show when the district would need to trigger the need to draw more water from Sonoma.

“What we’re really trying to target this for,” Munevar told the board, “is an indication of when the system is in dire need of new supply.”

The district has a contract with Sonoma Water to receive up to 14,300 acre-feet of water from Lake Sonoma and Lake Mendocino water per year, an amount that equates to nearly 60% of the district’s annual drinking water demand. Until this year, the district was only able to draw about 9,000 acre-feet per year because of pumping constraints, which have recently been addressed through an upgrade to a pump station near Petaluma.

Sonoma Water has been experiencing drought conditions since 2020, resulting in a 20% reduction in water imports last year to customers such as the Marin Municipal Water District. On Friday, Sonoma Water announced it had petitioned the state to reinstate the 20% import reduction from July through October because of low reservoir storage levels.

“Our drought is going to be Sonoma’s as well, so that water can’t be assumed to be a reliable source in our droughts,” Larkspur resident Ed Jameson told the board on Tuesday.

Marin Conservation League board member Roger Roberts encouraged the district to incorporate Sonoma Water’s supply into the study.

“They have triggers in their own contracts with us in terms of how much water they can supply to MMWD and I assume that you know what those contract triggers are and how they will impact the various scenarios going forward,” Roberts said. “If not then you must do that.”

The board and the consulting firm plan to hold a public workshop at 5 p.m. Thursday to demonstrate the model and hear feedback.

The district plans to hold another discussion examining the costs of various new water supply options on June 28.

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Sunday, 05/29/2022 Page .A01

# ***Four strategies for managing state's crucial watershed***

**California Voice**

**The drying of the delta watershed has consequences for water supply and the environment.**

## ***Marin Independent Journal***

**By Ellen Hanak and Greg Gartrell**

Conditions in the Sacramento-San Joaquin Delta and its watershed are changing as droughts become warmer and more intense. But as our new study highlights, California is not doing a good job of tracking these changes. That's making it even tougher to manage the water that is available for the benefit of the state's communities, economy and environment.

This critical watershed supplies water to more than 30 million people and more than 6 million acres of farmland. It also supports commercial and recreational fisheries and provides vital habitat for many endangered native fish and other aquatic species.

But temperatures are rising, as is evaporative demand, or the "thirst of the atmosphere." This is drying out vegetation and soils, shrinking the snowpack — a key part of seasonal water storage — and reducing available runoff. Upstream use of river water also appears to be rising — possibly a result of thirstier soils and crops — further reducing the amount that reaches the delta.

The drying of the delta watershed has consequences for water supply and the environment.

For example, to keep the delta fresh enough for water users, a significant (and growing) portion of runoff must flow into San Francisco Bay. This outflow also protects habitat for endangered fish. To meet outflow needs during droughts, we're leaning more heavily than ever intended on upstream reservoirs and, in turn, making it even harder for these reservoirs to meet other needs, including protecting coldwater salmon habitat and supplying communities elsewhere in the state.

Our study identifies four imperatives for adapting delta water management to these changes. We need to:

- Get better at tracking water use. In 2021, upstream and in delta uses accounted for a staggering 100% of the runoff in the basin, leaving depleted reservoirs to meet all other needs. Yet the state lacks timely, precise information on these uses — information that's essential to managing the water rights system and curtailing these users when supplies are too tight.
- Establish routine practices for managing severe droughts, rather than relying on emergency declarations. To improve response capacity, it's critical to adapt forecasting to better capture the warmer, drier conditions of today's droughts (an effort now underway). We also need to anticipate alternative actions as the season unfolds and improve the ability to curtail diversions. To better manage salinity, we also should consider new infrastructure in the delta — something similar to the temporary barrier used to impede seawater during this drought and the last one. (As less freshwater flows down the river, seawater encroaches farther into the delta, raising the salinity.)
- Simplify, unify and modernize environmental regulations. Regulations to protect species and their habitat are essential in this watershed, but these regulations have become increasingly complex, overlapping and, occasionally, contradictory. Ongoing efforts to revise the water quality control plan for the watershed, and to update federal and state endangered-species protections, create an opportunity to make regulations more coordinated and effective. Building in flexibility can help both environmental water managers and water users respond to rapidly changing hydrologic conditions.
- Get better at storing water in wet years. Although droughts are getting more intense, wet years still occur — and they result in outflow well beyond what's needed for salinity and species protections. Storing more water has to be done with care for the environment and other water users. It is possible, however, to do a better job of storing water during wet years — both above and below ground — without doing harm. This is a key climate change adaptation strategy, and it will require identifying cost-effective investment options and adapting operations and regulatory approaches.

California needs to come to grips with the fact that conditions are changing in its most important watershed. Modernizing our drought and wet-year management tools is the best way to ensure that not every dry period becomes an emergency. *Ellen Hanak is an economist and director of the Public Policy Institute of California's Water Policy Center. Greg Gartrell is an independent consulting engineer and an adjunct fellow at the Public Policy Institute of California's Water Policy Center.*

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Thursday, 06/02/2022 Page .A09

# COVID-19 variants drive surge

## PANDEMIC

Virus dodging our immune system, causing illness in vaccinated

### ***Marin Independent Journal***

**By Lisa M. Krieger**

*Bay Area News Group*

In its evolutionary fight for survival, the COVID-19 virus is switching strategies: It's becoming a master at slipping past our immune systems. And that, say experts, is largely why we're dealing with an unexpected surge.

Powered by two mutations, new lineages of the omicron variant — called BA.2 and its more recent descendants BA.2.12.1, BA.4 and BA.5 — are increasing rates of vaccine breakthrough and reinfection, according to an analysis published Saturday by Trevor Bedford, a virologist at the Fred Hutchinson Cancer Research Center in Seattle, who studies the evolution of viruses.

These latest strains are succeeding “not because they're more contagious, as much as they are more immune evasive,” Dr. Paul Offit, an FDA adviser and director of the Vaccine Education Center at Children's Hospital of Philadelphia, said at a recent presentation at University of California, San Francisco. “This is something that surprises virologists.”

They're driving up case counts, even among those who are fully vaccinated or previously infected.

The United States is averaging about 110,000 new cases each day, a roughly 30% increase over the last two weeks. California's seven-day average case rate has more than doubled since the beginning of May to 34 cases for every 100,000 residents as of Friday. Because many cases go uncounted in official reports as people increasingly test at home, the true toll is higher than these figures show.

At the beginning of the pandemic, the virus grew more contagious, Offit said. The original virus first detected in Wuhan, China, was replaced by the alpha variant, which was replaced by the delta variant, which was replaced by the omicron variant.



Now its descendants are also getting better at dodging our immune system.

“They’re different genetically — they have a different pattern of mutations in the genome,” said UCSF virologist Dr. Charles Chiu.

This genetic change doesn’t make COVID-19 deadlier, however. Even though immunity from vaccination and prior infections doesn’t block infection, it blunts its impact.

But as COVID-19 case numbers increase, hospital and ICU admissions are starting to creep up, too, say experts. In California, the number of coronavirus patients topped 2,000 this past week, more than doubling from a lull in mid-April after this winter’s original omicron surge.

“These viruses should not be underestimated. For every person infected with the Wuhan strain, these (new subvariant) viruses may infect roughly 12,” wrote Dr. William Haseltine, former professor at Harvard Medical School and Harvard School of Public Health.

That is especially troubling, experts say, with COVID mandates a thing of the past, even though masks remain important protection.

Early in the pandemic, few people had been exposed to SARS-CoV-2. There was no evolutionary advantage to skirting the immune system. Rather, all the virus had to do was transmit better.

Now, with an estimated 90% of Americans with antibodies from vaccination or prior infection, immune-evading variants have an increasing advantage — especially if our antibodies have waned over time.

In lab tests by Qian Wang and David Ho and colleagues at Columbia University, antibodies from people who were “boosted” by vaccines or breakthrough infections were less successful at fending off the BA.4 and BA.5 subtypes of the virus.

Fortunately, the virus isn’t changing in a way that will profoundly alter the pandemic — turning it into something deadlier, such as Ebola.

But it is drifting in smaller ways that have long-term consequences. Initially, a subvariant called BA.1 was the most common circulating version of omicron. Then BA.2 became the dominant variant around the world.

Why are the names of mutations so complicated? Proteins are made up of building blocks called amino acids. When a mutation causes a change in an amino acid, the letter changes.

A newer subvariant, BA.2.12.1, now represents 47% of California cases and is on the climb. It has a mutation called “L45”;>L452Q. The lineages of BA.4 and BA.5 currently represent less than 1% of all cases in California. First described in South Africa in January and February, the two carry mutations called L452R and F486V. In Portugal, where BA.5 got an early start, it has pushed cases past BA.2 levels.

The L452R mutation helps the virus more firmly attach to the cell, as well as escape death by antibodies.

These mutations suggest that BA.4 and BA.5 are “fitter” than BA.2.12.1 and are expected to increase in frequency in the United States, according to Bedford. Compared to BA.2.12.1, BA.4 is expected to cause 1.2 more infections; BA.5 could cause 1.5 more infections.

Multiple infections in the same person may be expected. Both BA.4 and BA.5 are capable of escaping immune protection induced by infection with the original omicron variant, BA.1, Bedford said.

These changes are setting the stage for an endless evolutionary arms race — because the immune system can always make new antibodies, and the virus has a vast set of mutations to explore in response. In contrast, transmissibility of viruses tends to plateau over time.

“As weeks go by, it is evident that the omicron family of viruses continue to grow in complexity,” according to Haseltine. “The story of the omicron family of variants is still emerging and one that the world is watching closely.” *Bay Area News Group data reporter Harriet Blair Rowan contributed to this report.*



Dr. Charles Chiu, director of the UCSF-Abbott Viral Diagnostics and Discovery Center, inserts a tray of Universal Transport Medium (UTM) or vials for the collection, transport, maintenance and long-term freeze storage of viruses into a Biomatrix sorter that the Chiu Lab is using to study the genes of the Coronavirus.

PHOTO BY MARK HAMBURG/UCSF

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Thursday, 06/02/2022 Page .A01Copyright



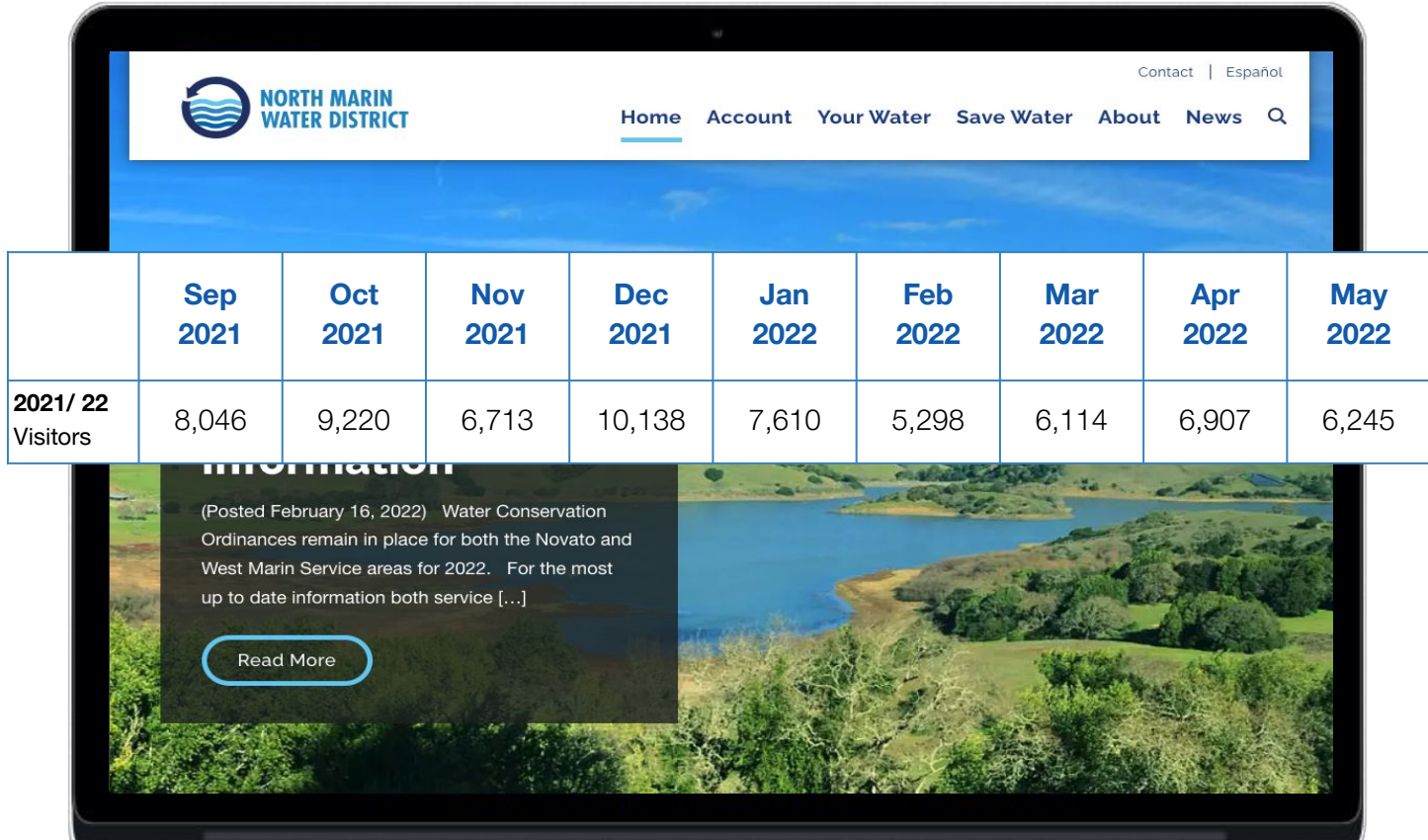
**NORTH MARIN  
WATER DISTRICT**

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# **Web & Social Media Report**

May 2022

# Website Statistics



## Social Media Followers

	Sep-2021	Oct-2021	Nov-2021	Dec-2021	Jan-2022	Feb-2022	Mar-2022	Apr-2022	May-2022
 Facebook Followers	1,291	1,313	1,338	1,376	1,454	1,510	1,571	1,627	1,695
 Twitter Followers	57	61	63	65	66	66	69	70	72
 Instagram Followers	573	593	599	611	618	630	638	645	656



## NMWD Most Visited Pages

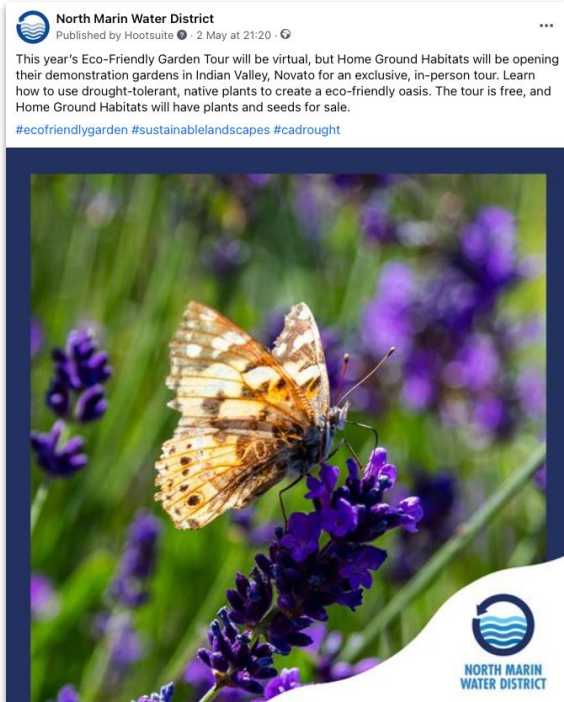
Pages	Unique Pageviews	% of Total
<a href="#">Home</a>	3,241	26.35%
<a href="#">Online Billing</a>	1,735	15.42%
<a href="#">Watersmart</a>	1,472	13.10%
<a href="#">Drought is Here. Save Water.</a>	384	3.47%
<a href="#">Save Water Outdoors</a>	301	2.32%
<a href="#">Novato Service Area Drought Guide</a>	275	2.09%
<a href="#">Proposed Rate Increases 2022 (Novato)</a>	258	1.94%
<a href="#">Contact</a>	239	1.83%
<a href="#">Novato Water</a>	237	1.78%





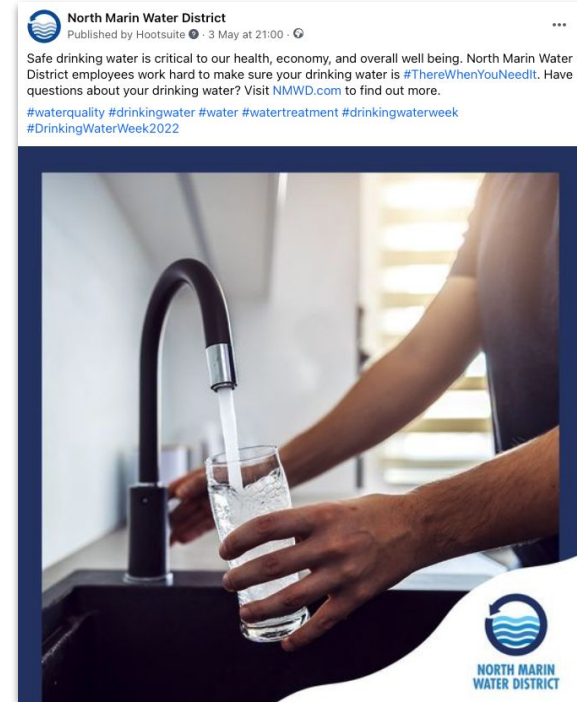
## May Social Media Highlights | Facebook

Boosted  
Post



3,397 people reached | 429 engagements

*Engagements include likes, reactions, clicks and comments*



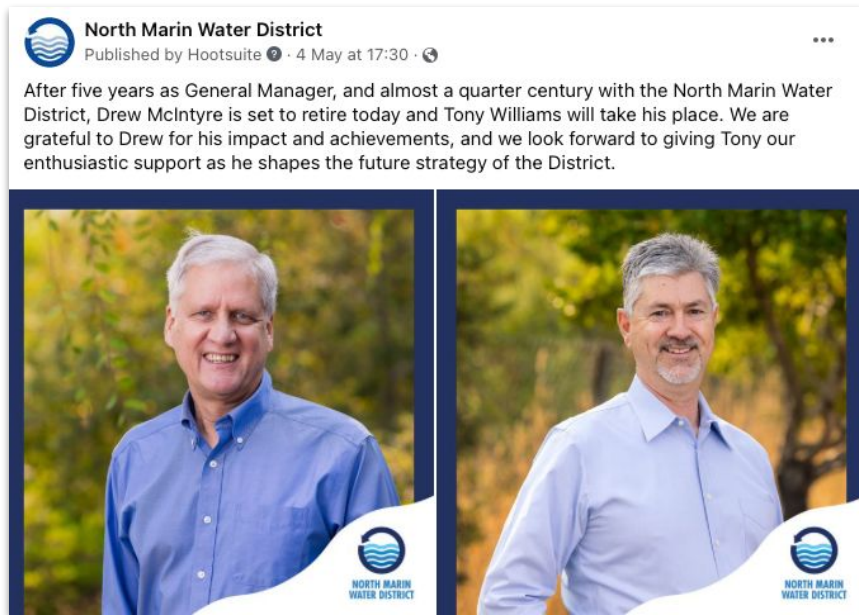
2 people reached | 2 engagements





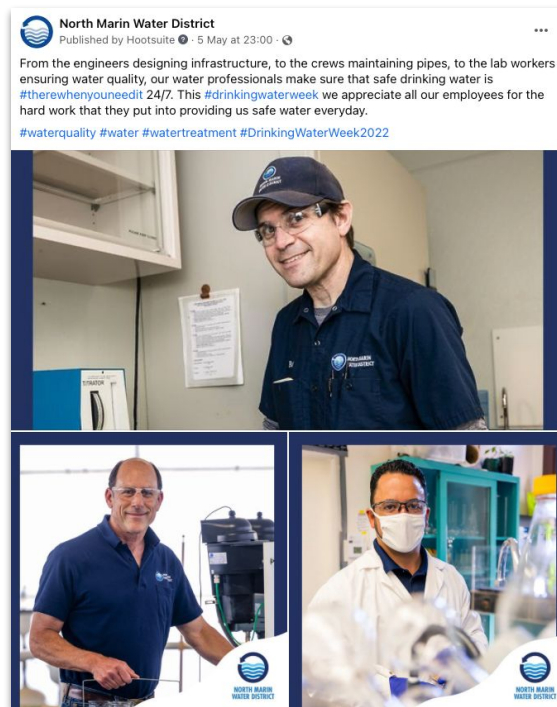


## May Social Media Highlights | Facebook



323 people reached | 53 engagements

*Engagements include likes, reactions, clicks and comments*

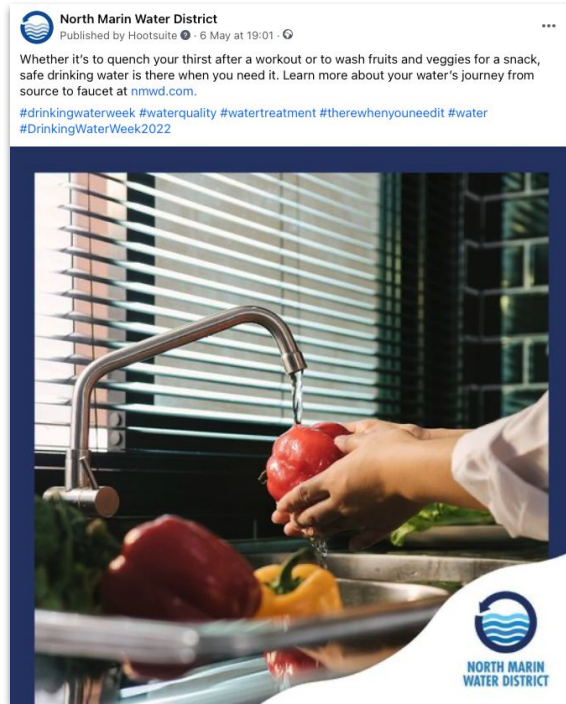


272 people reached | 33 engagements





## May Social Media Highlights | Facebook



197 people reached | 2 engagements

*Engagements include likes, reactions, clicks and comments*

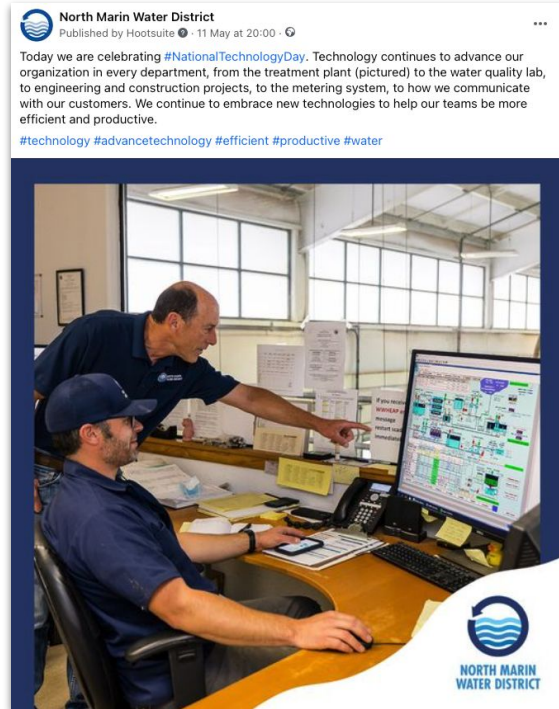


239 people reached | 9 engagements



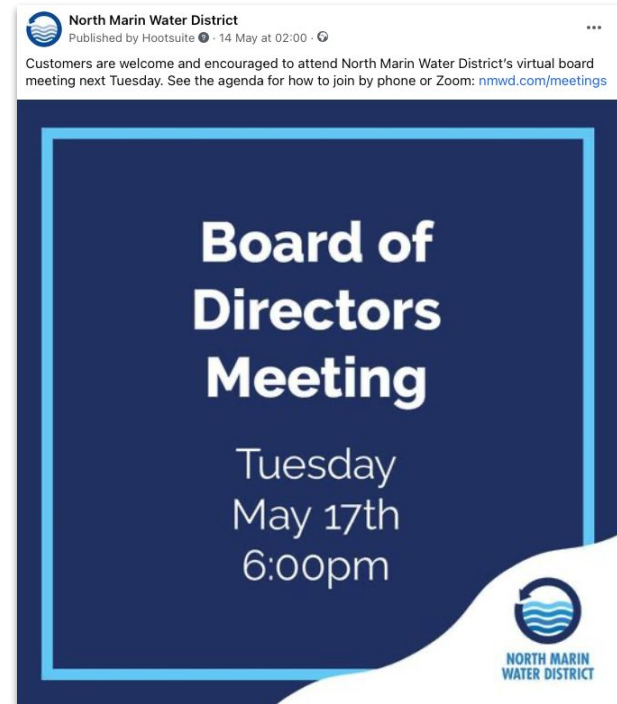


## May Social Media Highlights | Facebook



277 people reached | 20 engagements

*Engagements include likes, reactions, clicks and comments*



104 people reached | 1 engagement



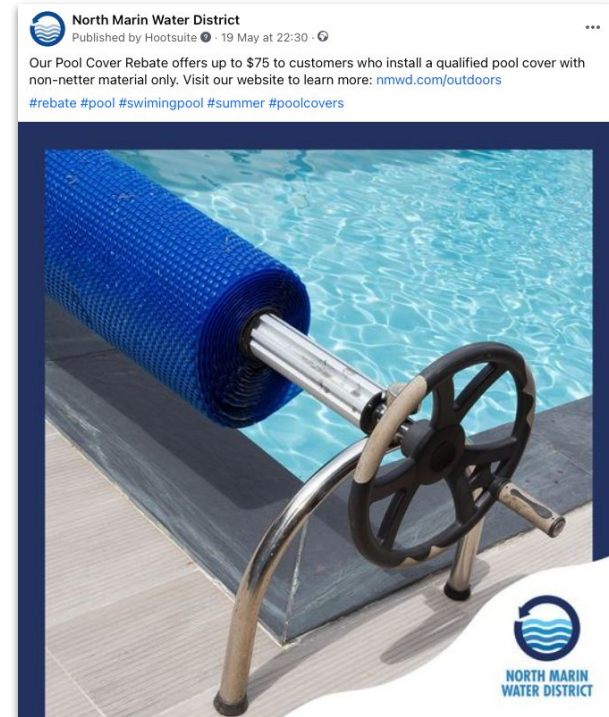


## May Social Media Highlights | Facebook



194 people reached | 9 engagements

*Engagements include likes, reactions, clicks and comments*



192 people reached | 5 engagements





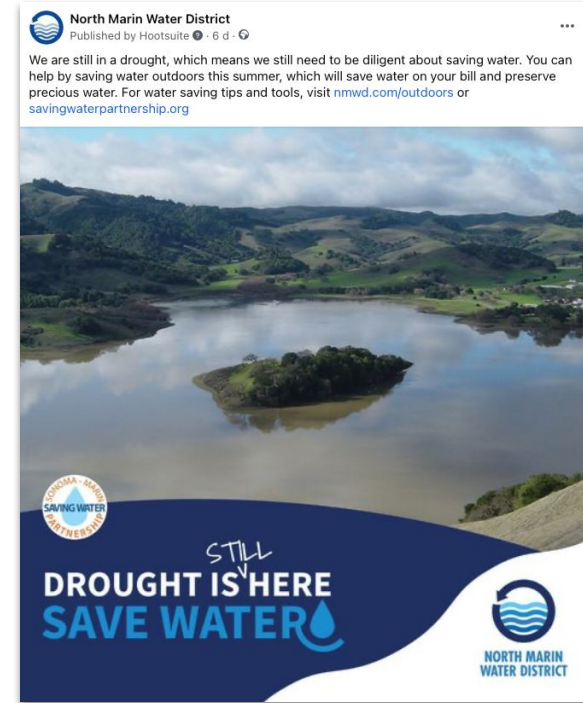


## May Social Media Highlights | Facebook



133 people reached | 3 engagements

*Engagements include likes, reactions, clicks and comments*



262 people reached | 11 engagements





## May Social Media Highlights | Facebook



277 people reached | 18 engagements

*Engagements include likes, reactions, clicks and comments*



149 people reached | 6 engagements





## May Social Media Highlights | Twitter



**North Marin Water District** @NorthMarinWater · May 2

...

This year's Eco-Friendly Garden Tour will be virtual, but Home Ground Habitats will be opening their demonstration gardens in Indian Valley, Novato for a free, exclusive, and in-person tour. Learn how to use native plants to create a eco-friendly oasis. [#ecofriendlygarden](#)



**North Marin Water District** @NorthMarinWater · May 3

...

Safe drinking water is critical to our health, economy, and overall well being. North Marin Water District employees work hard to make sure your drinking water is [#ThereWhenYouNeedIt](#). Visit [NMWD.com](#) to find out more about your water. [#DrinkingWaterWeek2022](#) [#water](#)





## May Social Media Highlights | Twitter



**North Marin Water District** @NorthMarinWater · May 4

...

After almost 25 years with North Marin Water District, Drew McIntyre retires today and Tony Williams takes his place as General Manager. We are grateful to Drew for his achievements and we are excited to support Tony as he shapes the future strategy of the District.



**North Marin Water District** @NorthMarinWater · May 5

...

This [#drinkingwaterweek](#) we appreciate all our employees for the hard work that they put into making sure that safe drinking water is [#therewhenyouneedit](#) 24/7. [#waterquality](#) [#water](#) [#watertreatment](#) [#DrinkingWaterWeek2022](#)







## May Social Media Highlights | Twitter



**North Marin Water District** @NorthMarinWater · May 6 ...

Whether it's to quench your thirst after a workout or to wash fruits and veggies for a snack, safe drinking water is there when you need it. Learn more about your water's journey from source to faucet at [nmwd.com](https://nmwd.com).  
[#therewhenyouneedit](#) [#DrinkingWaterWeek2022](#)



**North Marin Water District** @NorthMarinWater · May 10 ...

Don't forget to register for the 2022 Eco-Friendly Garden Tour on Saturday, May 14 and learn how to create sustainable landscapes by virtually touring inspiring native gardens. Register at [savingwaterpartnership.org](https://savingwaterpartnership.org) today!  
[#ecofriendlygardens](#) [#sustainablelandscapes](#) [#cadrought](#)





## May Social Media Highlights | Twitter



**North Marin Water District** @NorthMarinWater · May 11

Today we are celebrating [#NationalTechnologyDay](#). Technology continues to advance our organization in every department. We continue to embrace new technologies to help our teams be more efficient and productive.

[#technology](#) [#advancetechnology](#) [#efficient](#) [#productive](#) [#water](#)



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

Customers are welcome and encouraged to attend North Marin Water District's virtual board meeting next Tuesday. See the agenda for how to join by phone or Zoom: [nmwd.com/meetings](https://nmwd.com/meetings)

### Board of Directors Meeting

Tuesday, May 17th  
6:00pm





## May Social Media Highlights | Twitter



**North Marin Water District** @NorthMarinWater · May 17

...

Did you know that North Marin Water District's tank storage increased from 2 million gallons to 16 million gallons between 1961 and 1970? Learn more:

[nmwd.com/about/history/](https://nmwd.com/about/history/)

#didyouknow #staffordlake #water



NORTH MARIN  
WATER DISTRICT



**North Marin Water District** @NorthMarinWater · May 19

...

Our Pool Cover Rebate offers up to \$75 to customers who install a qualified pool cover with non-netter material only. Visit our website to learn more:

[nmwd.com/outdoors](https://nmwd.com/outdoors)

#rebate #pool #swimingpool #summer #poolcovers



NORTH MARIN  
WATER DISTRICT





## May Social Media Highlights | Twitter



**North Marin Water District** @NorthMarinWater · May 20 ...

As you begin to 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](https://nmwd.com/drought) for more information.



**North Marin Water District** @NorthMarinWater · May 24 ...

We are still in a drought, which means we still need to be diligent about saving water. You can help by saving water outdoors this summer, which will save water on your bill and preserve precious water. For water saving tips and tools, visit [nmwd.com/outdoors](https://nmwd.com/outdoors).







## May Social Media Highlights | Twitter



**North Marin Water District** @NorthMarinWater · May 26 ...

Looking for ways to permanently save water outdoors? Take a good look at your thirsty lawn. Need some ideas for creating a beautiful and water smart landscape? Check out these free landscape design templates, by visiting [savingwaterpartnership.org/programs\\_list/...](https://savingwaterpartnership.org/programs_list/)



**North Marin Water District** @NorthMarinWater · 19h ...

Consider planting California Native Plants in your garden this year. The benefits include saving water, low maintenance, fewer pesticides, air quality improvements, and preventing runoff water. Check your local nurseries selection today! [#NationalWaterAFlowerDay](#)

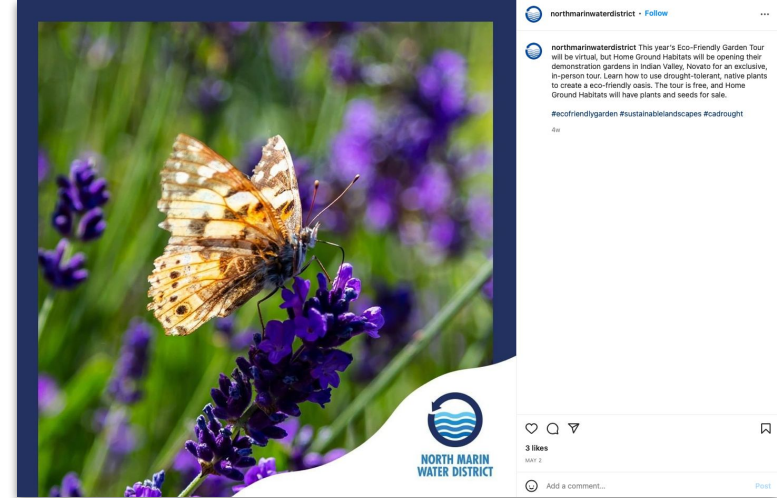




## May Social Media Highlights | Instagram



2 likes

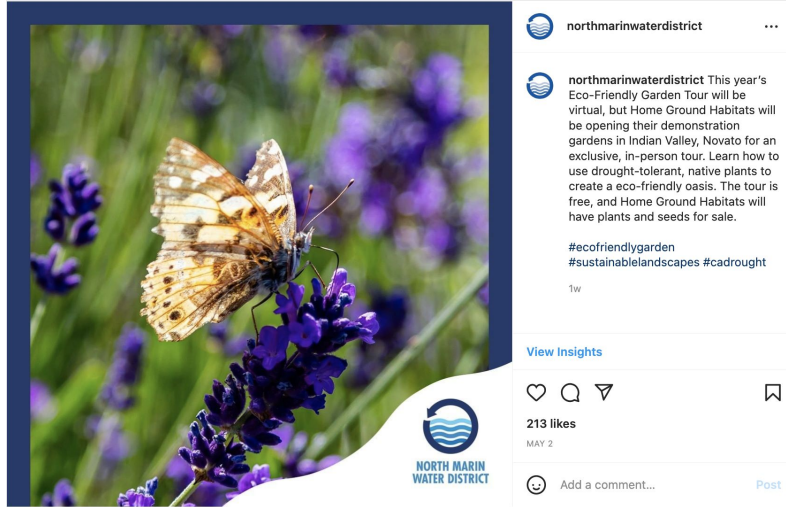


3 likes





## May Social Media Highlights | Instagram



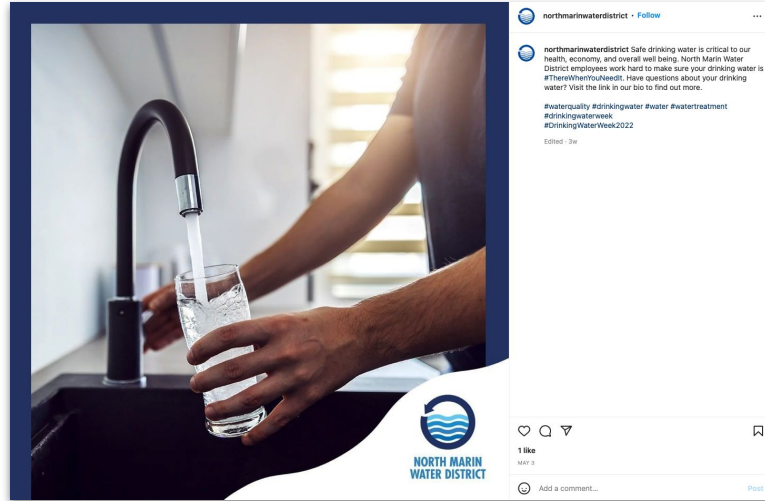
213 likes

Boosted  
Post





## May Social Media Highlights | Instagram



2 like



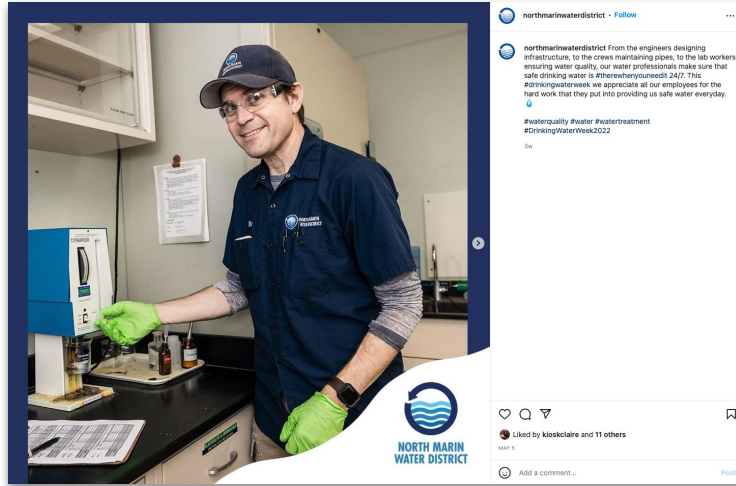
18 likes



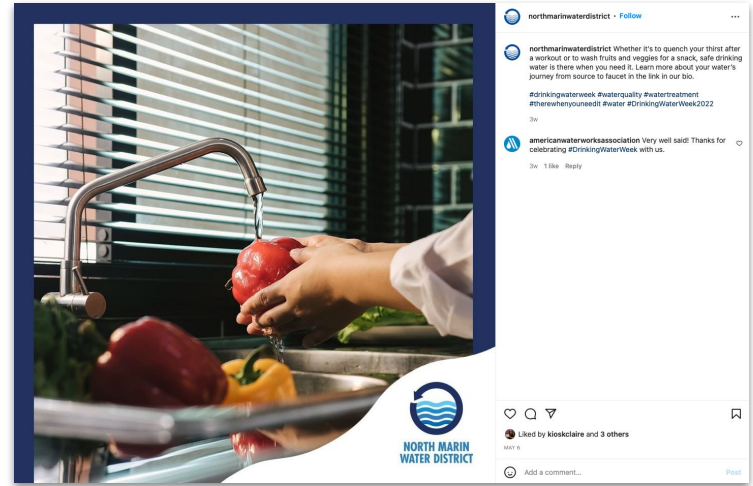




## May Social Media Highlights | Instagram



12 likes

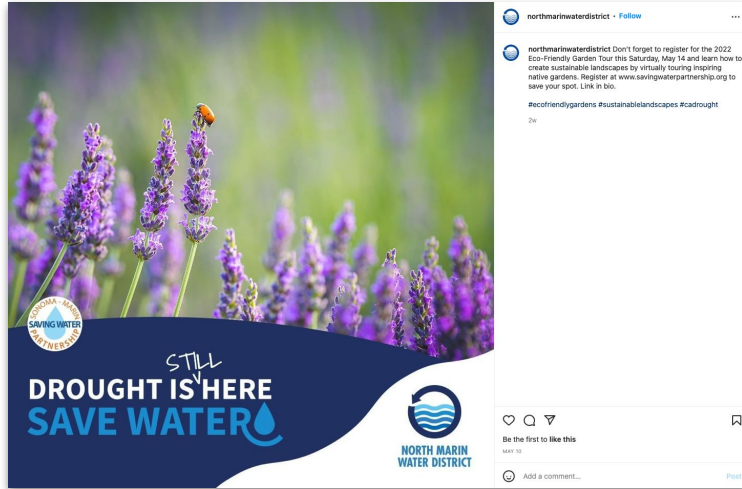


4 likes





## May Social Media Highlights | Instagram



2 likes

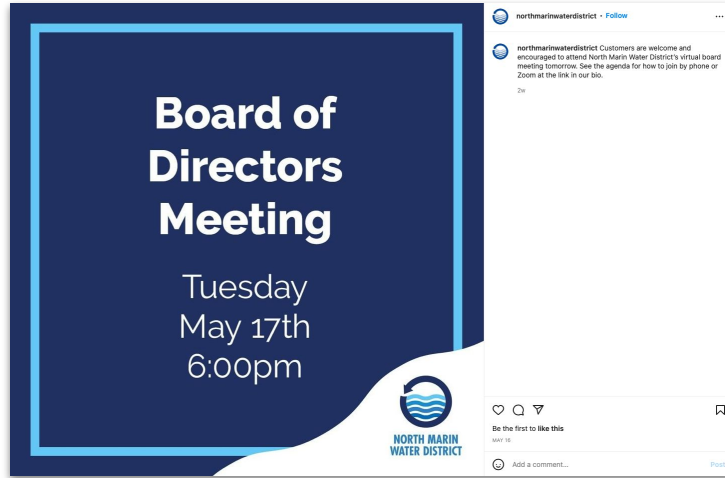


3 likes





## May Social Media Highlights | Instagram



2 like



3 likes

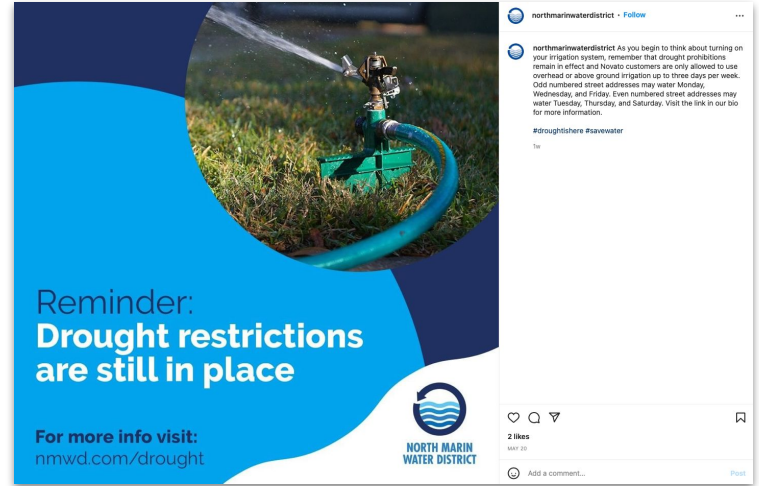




## May Social Media Highlights | Instagram



3 likes

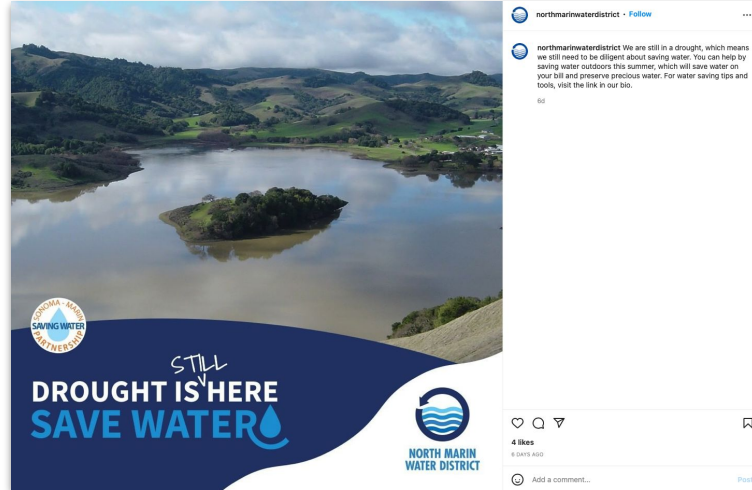


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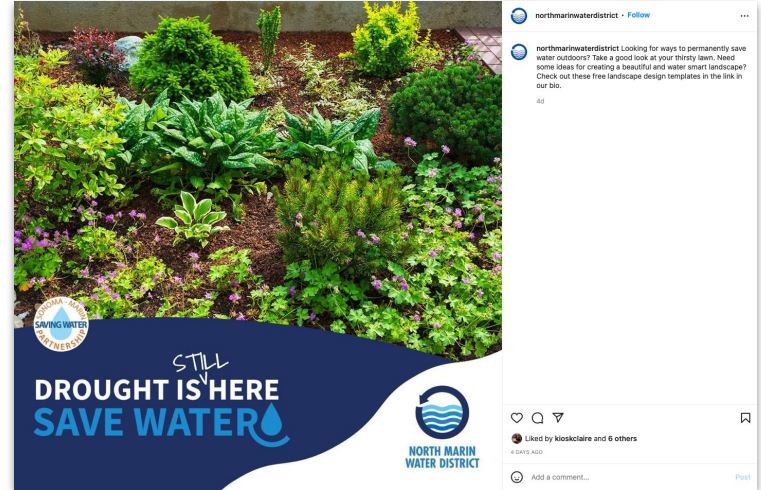




## May Social Media Highlights | Instagram



4 likes



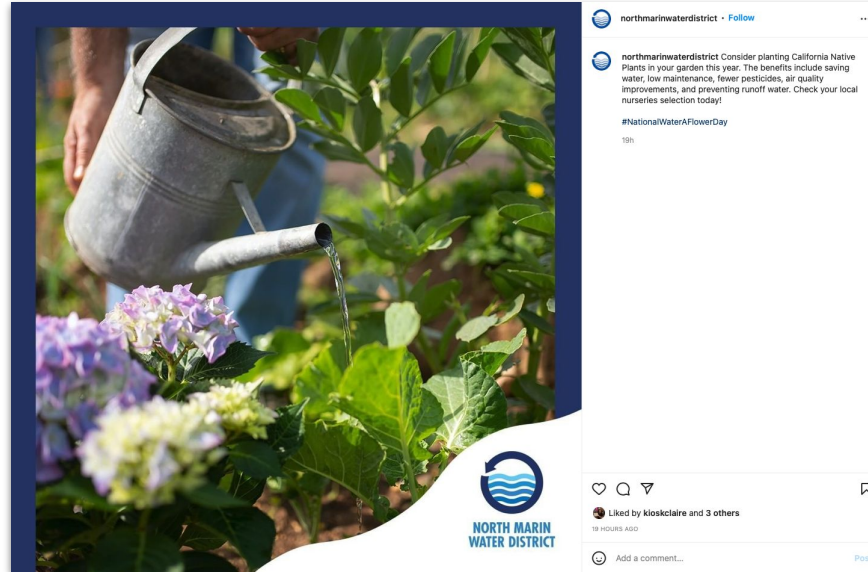
7 likes







## May Social Media Highlights | Instagram



4 likes



# Novato and West Marin Spring Waterlines

## Recycled Water Fill Station

This program provides clean, safe, tertiary-treated recycled water to residential customers to pick up at a select location and time, to be used for hand-watering of outdoor plants.

The program is offered at set times and locations. There is an annual application fee of \$75. Please visit [nmwd.com](http://nmwd.com) for more information.

The Recycled Water Fill Station will be open on Fridays from 9am – 1pm beginning on April 15th.

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US POSTAGE  
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ECRWSS

POSTAL CUSTOMER

### Access Your Water Use

A WaterSmart portal was developed as a part of the new AMI (Advanced Metering Infrastructure) system, and we encourage you to sign up and log in to get acquainted with the system and learn more about your water use. The portal gives customers access to hourly water use data and the ability to set up alerts for high use and leak events.

Please visit the District's website at [nmwd.com](http://nmwd.com) to learn more about accessing the WaterSmart portal (and online bill pay). If you experience any issues registering or logging in to the WaterSmart portal, please call 415-897-4133, and a staff member can guide you through the process.



For more info visit [nmwd.com/drought](http://nmwd.com/drought)

### Drought Is Here. Save Water.




## Low Income Rate Assistance (LIRA) Program

Julie Blue, Auditor/Controller

This program is available to eligible low-income customers and provides a credit on a two-month billing cycle of \$15 per bill or \$30 per year.

A direct water customer who has a single-family residential account and is eligible for PG&E's income-based CARE program is eligible for the District's LIRA Program. Once approved the discount would apply to your next billing cycle.



To request an application or for further information call our billing department at 415-897-4133 or visit the website at [nmwd.com/lira](http://nmwd.com/lira)

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Save up to \$90 a year.

### Drought Is Here. Save Water.

For more info visit [nmwd.com/drought](http://nmwd.com/drought)

## The Waterline

Novato Service Area Newsletter | Issue 48



### Drought Is Here. Save Water.

Tony Williams, General Manager

We are in a three-year drought and are asking Novato residents to continue to do their part to save water with a 20% water reduction goal. Despite an impressive early winter rainfall, the total through April, 2022 is 25% below average at only 20 inches. Fortunately, year-to-date rainfall has been sufficient to generate runoff to increase Stafford Lake's capacity from a low of 28% in early October, 2021 to just over 77% through April, 2022.

Sonoma County Water Agency's (SCWA) Russian River water delivery system typically provides 70-80% of our annual supply from Lake Sonoma. However, through the end of April, Lake Sonoma water level is only 58% of capacity, meaning reduced deliveries to North Marin Water District and other contractors by a minimum of 20% this summer - for the second year in a row.

On October 19, 2021 the board adopted a second Amended Emergency Water Conservation Ordinance No. 41. This extends the non-essential water use prohibitions, suspension of new connections and the drought surcharge past November 1, 2021, including the stage 2 mandate for 20% reduction in water use to be achieved with non-essential water use prohibitions. The drought surcharge will continue until the board declares Stage 2 conditions have ended.

Percentage reductions are based on the Novato Service Area as a whole and are not an individual ration of your water use. Reductions can be



achieved by eliminating water waste and non-essential usage, and by reducing water applied to landscaped areas.

Our Mediterranean climate results in year-to-year rainfall fluctuations. One of our strategic goals is to increase local supply and long-term supply reliability. North Marin Water District is participating in a Regional Water Supply Resiliency Study with SCWA to address this goal. We have also undertaken the largest capital improvement project in the District's history, in partnership with Novato and Las Gatas Valley Sanitary Districts, to increase our drought-proof recycled water supply from 2% of our summer water needs to over 10%.

In 2019, North Marin Water District became one of the first California water districts to convert 100% of its water meters from manually-read mechanical units to electronic units that offer hourly usage reporting. Visit our website on how to use the new WaterSmart portal to monitor your water use.

## The Waterline

West Marin Service Area Newsletter | Issue 21



### Water Supply Update Spring 2022

Tony Williams, General Manager

Water supplied by North Marin Water District to our West Marin customers is diverted from various shallow wells adjacent to Lagunitas Creek near the former U.S. Coast Guard Housing Facility in Point Reyes Station and on Gallagher Ranch.

This year's rainfall at over 41-inches through April 1, 2022, reached and exceeded normal year status (in normal year is declared when total precipitation from October 1 to April 1 exceeds 28-inches measured at the Marin Municipal's Kent Lake). However, the statewide drought still continues and in late 2021, the Governor ordered a 15% reduction in water use and in early January 2022, the State Water Resources Control Board (SWRCB) in Sacramento adopted water waste prohibitions.

To recognize the statewide drought, and rather than fully rescind Emergency Water Conservation Ordinance No. 39, North Marin Water District adjusted Ordinance No. 39 on February 1, 2022 to revert to Stage 1, voluntary 15% water use reduction request and keep all water waste prohibitions in place. This effectively ended the Stage 2 mandatory measures and the drought surcharge. Customers are asked to voluntarily reduce water consumption by 15% and implement common sense conservation measures intended to eliminate the waste of water.


Customers are encouraged to use water efficiently, reduce outdoor irrigation and participate in the District's water use programs described in this Waterline and at [nmwd.com/drought](http://nmwd.com/drought)



# Homepage Banner

For more information about the current drought, [click here.](#)




Contact | Español

 NORTH MARIN  
WATER DISTRICT

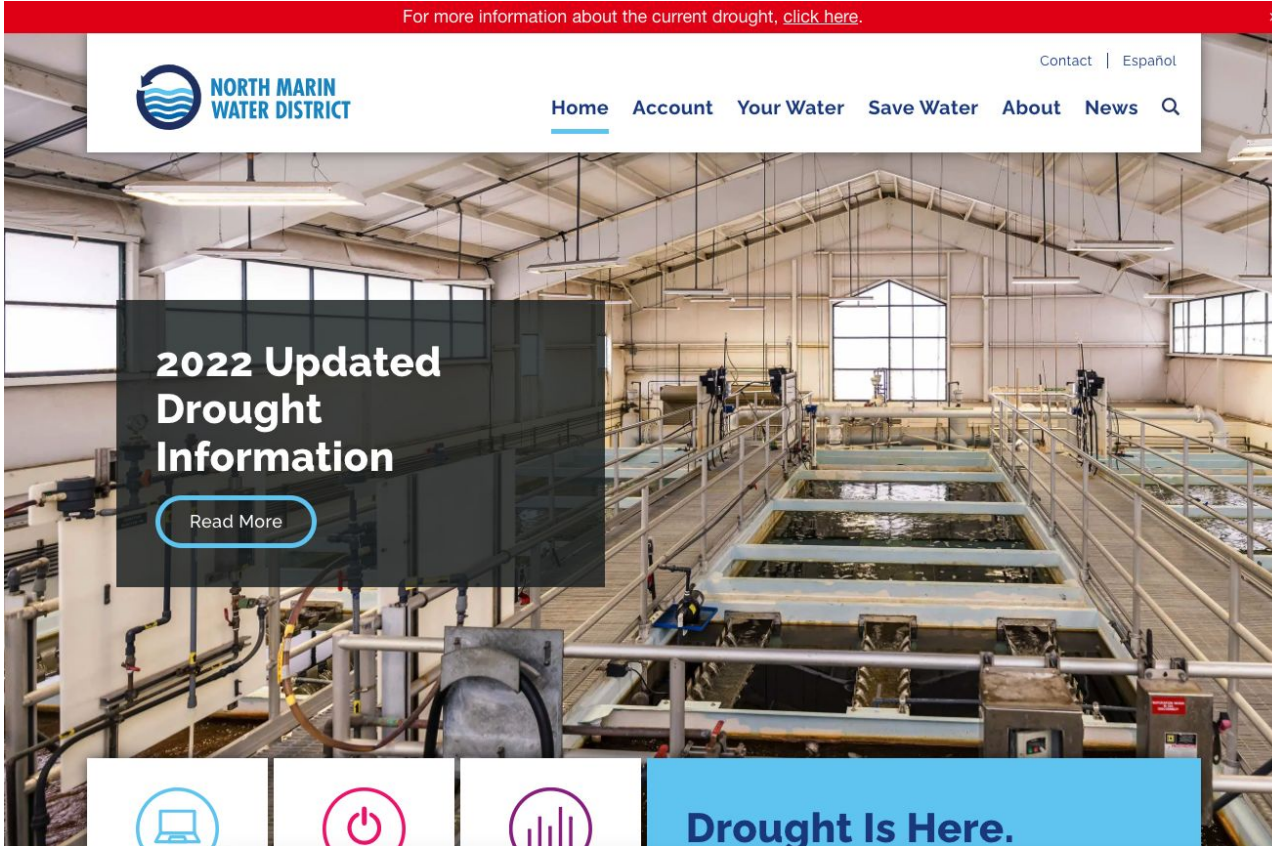
[Home](#) [Account](#) [Your Water](#) [Save Water](#) [About](#) [News](#) [Q](#)

**2022 Updated  
Drought  
Information**

[Read More](#)

**Drought Is Here.**





## Eco-Friendly Garden Tour | Boosted Post Report



We boosted a post for the Eco-Friendly Garden Tour at Home Ground Habitats on May 14th.

The posts were boosted on Facebook and Instagram from May 2nd through May 13th.

A summary of reach is detailed below.

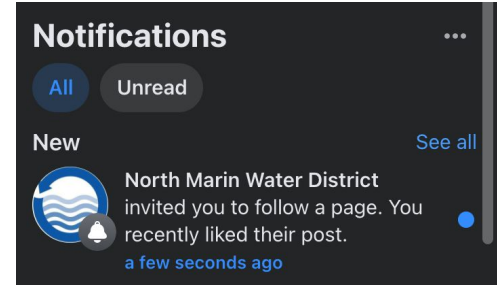
<b>Boosted Post Cost</b>	<b>Instagram Likes</b>	<b>Facebook Likes</b>	<b>Reach</b> (Number of people who saw the ad)	<b>Impressions</b>
\$48.52	213	302	3,103	4,659



# Facebook Likes Campaign - May Report



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



Spend in May 2022	Reach (Number of people who saw the ad)	Impressions	Results (New Page Likes)	Cost Per New Page Like
\$49.87	6,840	12,766	68	\$0.76

*This month, we were able to reach over **6,840** people with the Likes Campaign*



## News Stories - May

### Proposed Rate Increases 2022 (West Marin Service Area)

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(Posted May 16, 2022)

The District proposes rate increases for the West Marin Water service area for fiscal year 2022-2023. If approved at the public hearing on June 28, 2022, the new rates will go into effect on July 1, 2022.

For more details about the public hearing and the proposed rate increases see the links below.

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

- (1) [Proposed Rate Increases 2022 \(Novato Service Area\)](#)
- (2) [Notice To NMWD Contractors and Consultants](#)
- (3) [Proposed Rate Increases 2022 \(West Marin Service Area\)](#)

## What's Next?

- New Gallagher Well news story and social post
- Continued drought social campaign during summer months
- Design refresh for the 2021 Water Quality Report for Novato and West Marin
- Water Quality Report postcard/ mailer
- Updating branding for Boundary Map
- District Thank You Card
- Updating branding for Construction Project Signs
- Design of Water Supply postcard/ mailer



**Thank You**

17