



**NORTH MARIN WATER DISTRICT**  
**AGENDA – REGULAR MEETING**  
 May 2, 2023 – 4:00 p.m.  
 Location: 100 Wood Hollow  
 Novato, California

Information about and copies of supporting materials on agenda items are available for public review at the District Office, at the Reception Desk, by calling the District Secretary at (415) 897-4133 or on our website at nmwd.com. 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.

<b>Est. Time</b>	<b>Item</b>	<b>Subject</b>
4:00 p.m.		<b>CALL TO ORDER</b>
	1.	<b>APPROVE MINUTES FROM REGULAR MEETING</b> , April 18, 2023
	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>
		<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> Text for Spring 2023 Novato “Waterline”, Issue 50
	6.	<b>Consent - Approve:</b> Text for Spring 2023 West Marin “Waterline”, Issue 22
		<b>ACTION CALENDAR</b>
	7.	Letter of Support for Sonoma Water Grant Application for the Potter Valley Project
		<b>INFORMATION ITEMS</b>
	8.	Pubic Communications Implementation Update
	9.	Preview of FY 23/24 Capital Improvement Program (CIP)
	10.	NBWRA Board Meeting - April 24, 2023
	11.	<b>MISCELLANEOUS</b> Disbursements - Dated April 20, 2023 Disbursements – Dated April 27, 2023 Auditor-Controller’s Monthly Report of Investments for March 2023 FY 23 3 <sup>rd</sup> Quarter Labor Cost Report

All times are approximate and for reference only.

The Board of Directors may consider an item at a different time than set forth herein.

<b>Est. Time</b>	<b>Item</b>	<b>Subject</b>
		US Seasonal Drought Outlook – April 20 Russian River Forum – Planning Group Roster
		<u>News Articles:</u> Marin IJ – Hearing scheduled on 126-home project - NOVATO Marin IJ – North Marin Water District plans 9.5% Novato rate hike – NEW PROPOSAL Marin IJ – City’s housing plan rejected – NOVATO Pt. Reyes Light – Reservoirs full, but officials say risks remain
5:30 p.m.	12.	<b><i>ADJOURNMENT</i></b>

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DRAFT  
NORTH MARIN WATER DISTRICT  
MINUTES OF REGULAR MEETING  
OF THE BOARD OF DIRECTORS  
APRIL 18, 2023

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**CALL TO ORDER**

President Fraites called the regular meeting of the Board of Directors of North Marin Water District to order at 4:00 p.m. at the District Headquarters and the agenda was accepted as presented. Present were Directors Jack Baker, Ken Eichstaedt, Rick Fraites, Michael Joly, and Stephen Petterle. Also present were General Manager Tony Williams, District Secretary Eileen Mulliner, Auditor-Controller Julie Blue and AGM/Chief Engineer Eric Miller.

District employee Chris Kehoe (Construction Superintendent), and Robert Clark (Operations and Maintenance Supervisor) were also in attendance. Pablo Ramudo, Water Quality Supervisor, joined later in the meeting.

**MINUTES**

On motion of Director Joly seconded by Director Baker, the Board approved the minutes from the April 4, 2023 meeting as presented by the following vote:

- AYES: Director(s) Baker, Eichstaedt, Fraites, Joly and Petterle
- NOES: None
- ABSENT: None
- ABSTAIN: None

**GENERAL MANAGER'S REPORT**

During the General Manager's report, Mr. Williams mentioned one of the miscellaneous items in the agenda packet regarding a presentation on the Potter Valley Project that was given at the last TAC meeting he attended. He noted that there is a new planning group under the Russian River Water Forum and that NMWD is officially in the group. Paul Sellier of Marin Water is his alternate. Mr. Williams will bring more information to future meetings.

Mr. Williams said that he and Julie Blue attended an ACWA Region 1 meeting in early April. Brad Sherwood of Sonoma Water also attended and they spoke about the aqueduct and the landslide.

Mr. Williams also mentioned that he and staff met with Kyle Ochenduszk from the City of Benicia. The City of Benicia experienced a similar landslide situation as the District in which their main raw water supply pipeline broke. Staff and Mr. Ochenduszk toured the Redwood Blvd landslide area along the highway.

1 Mr. Williams said that past two written updates on the landslide provided to the Board are  
2 also provided in the Miscellaneous portion of the agenda packet so that the public receives the  
3 same information. He, Eric Miller, Chris Kehoe, Pablo Ramudo, Robert Clark, and Tim Fuelle  
4 continue to meet twice a week to coordinate. Director Joly asked how many gallons a day are going  
5 through the aqueduct. Robert Clark answered that we have only run water through pipeline a total  
6 of 7 times since the slide on March 21. The first few times only 1 million gallon (MG) were released,  
7 and the past couple of times have increased to 5MG. Each time is approximately 7-8 hours but the  
8 time varies and staff are present at isolation valves when water is flowing. We are hoping to  
9 continue increasing both the amount of time and volume.

10 Eric Miller noted that Caltrans has excavated a test pit but we would like another one closer  
11 to the slide toe in order to visually inspect the pipe but there is still too much groundwater. This is  
12 being coordinated this week with Caltrans.

13 **OPEN TIME**

14 President Fraitess asked if anyone in the audience wished to bring up an item not on the  
15 agenda and there was no response.

16 **STAFF/DIRECTORS REPORTS**

17 President Fraitess asked if staff or Directors wished to bring up an item not on the agenda.  
18 Director Petterle said that he watched the film 'River's End'. He said it was very educational and  
19 highly recommended it. He said it was on PBS, but also bought a DVD to the meeting to donate it to  
20 the District's library.

21 **CONSENT CALENDAR**

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

24 AYES: Director(s) Baker, Eichstaedt, Fraitess, Joly and Petterle

25 NOES: None

26 ABSENT: None

27 ABSTAIN: None

28 **WATER LOSS COMPONENT ANALYSIS – CONSULTING SERVICES AGREEMENT WITH E**

29 **SOURCE**

30 In 2020, North Marin Water District, along with ten partner agencies, was awarded grant  
31 funding under Proposition 1, the Water Quality, Supply, and Infrastructure Improvement Act of 2014,  
32 administered by the State of California Department of Water Resources. A Water Loss Component  
33 Analysis (WLCA) was included, which is a comprehensive study to understand and improve water  
34 loss in the distribution system. In compliance with the grant terms, a Request for Proposal was

1 prepared and advertised. Only one proposed was received, from E Source out of Boulder,  
2 Colorado. Staff reviewed their proposal, which included contacting their references listed for similar  
3 work and recommends contracting with E Source to prepare the WLCA study.

4 **ACTION CALENDAR**

5 **RATE INCREASE (PROP. 218) NOTICE TO NOVATO WATER & RECYCLED WATER**  
6 **CUSTOMERS**

7 Julie Blue reminded the Board that she presented the 5-year financial plan at the April 4,  
8 2023 Board meeting with the proposed rate increases of 9.5% for Novato potable and 5.3% for  
9 recycled water and noted that a public hearing would be scheduled for the June 20, 2023 Board  
10 meeting. The notice will be sent to Novato water and recycled water customers. She noted that  
11 there was an error on the draft notice in the listing of the Board members, but that that will be  
12 corrected before it is mailed out. Director Fraites said that he would like to emphasize that Sonoma  
13 Water is increasing our rate by 12.5% which is why NMWD is raising their rates and that the  
14 increase is not going to salaries. Ms. Blue responded that the notice does mention the rate increase  
15 from Sonoma Water. Director Fraites said he would like to have that information stand out in the  
16 notice. Director Eichstaedt said that he liked the notice and that it was very informative. There was  
17 discussion regarding the comparison chart of other Bay Area water providers and Ms. Blue noted  
18 that she and her staff tried to include the most up to date information, including proposed new rates  
19 of other agencies. Director Petterle said it looked professional and well done and staff noted that  
20 Kiosk provided help with the layout and appearance.

21 On the motion of Director Petterle and seconded by Director Joly, the Board approved by the  
22 following vote:

23 AYES: Director(s) Baker, Eichstaedt, Fraites, Joly, and Petterle

24 NOES: None

25 ABSENT: None

26 ABSTAIN: None

27 **RATE INCREASE (PROP. 218) NOTICE TO WEST MARIN WATER & OCEANA MARIN SEWER**  
28 **CUSTOMERS**

29 Julie Blue said that a rate increase notice, similar to Novato's, will be going out to West  
30 Marin Water and Oceana Marin Sewer customers informing them of a 6% rate increase and a public  
31 hearing to be held in June.

32 On the motion of Director Joly and seconded by Director Baker, the Board approved by the  
33 following vote:

34 AYES: Director Baker, Eichstaedt, Fraites, Joly and Petterle

35 NOES: None

1 ABSENT: None

2 ABSTAIN: None

3 **INFORMATION ITEMS**

4 **STATUS OF POTENTIAL CROSS-CONNECTION SITUATION AT GATEWAY COMMONS**  
5 **NEIGHBORHOOD**

6 Eric Miller explained that in the Gateway Commons neighborhood is a large complex with  
7 several buildings wherein each building is a 4-unit condo, each with their own water meter.  
8 Additionally, there is a common laundry room in each that has a separate meter and the way the hot  
9 water is plumbed there a potential backflow issue which can be a health issue for the individual  
10 units. The District has been coordinating with the Homeowner's Association (HOA) and has offered  
11 three alternatives to rectify the situation, however the alternatives are very expensive. A part of the  
12 cost is to reconcile water entitlement which appears to be well in exceedance of the original  
13 agreement. One of the alternatives is to hook up the development to recycled water for irrigation as  
14 the pipeline is nearby and there is an existing stub out. Director Joly asked how many units there  
15 are and water entitlement discrepancy, and Mr. Miller responded that there are 280 units and that  
16 they have an entitlement of 8 EDUs, but are currently using 92 EDUs being used for irrigation.  
17 There is a large amount of lawn and grass areas in the complex and their irrigation use is  
18 subsequently very high. Mr. Miller noted that the HOA is having a hard time determining the best  
19 alternative but is trying to hire a consultant to help with the alternatives. Director Joly asked what our  
20 legal liability was if a resident was actually harmed by bad water quality. Mr. Williams noted that he  
21 has been in contact with legal counsel but didn't have an answer to that specific question but will  
22 follow up.

23 **NORTH MARIN WATER DISTRICT 75-YEAR ANNIVERSARY**

24 Mr. Williams noted that the official 75-year anniversary date for the District is April 21, 2023.  
25 That date, in 1948, was when the State acknowledged the incorporation of the District. He said that  
26 a committee consisting of Eileen Mulliner and Karen Clyde have been working with Ryan Grisso on  
27 how the District can celebrate this anniversary. He said that we expect to participate in the Novato  
28 4<sup>th</sup> of July Parade and we will be handing out the logoed rubber ducks that have been very popular  
29 in the past. He also mentioned that will are planning on putting a 75<sup>th</sup> year anniversary banner on  
30 one of the storage buildings at the Rush Creek Place location that faces the freeway. We have  
31 temporarily changed our letterhead using the 75-year anniversary logo and plan to use it as much as  
32 possible during 2023. Director Petterle asked that we make sure to follow all local ordinances for  
33 signage before installing the banner.

1 **NBWA MEETING – APRIL 7, 2023**

2 President Fraites informed the Board that he attended the North Bay Water Association  
3 (NBWA) meeting on April 7, 2023. He noted that there was a presentation on groundwater and sub  
4 basins and that Sonoma Valley has a lot of potential for groundwater recharge.

5 **MISCELLANEOUS**

6 The Board received the following miscellaneous items: Disbursements Dated April 6, and  
7 April 13, 2023, Monthly Progress Report, Russian River Forum Presentation, North Marin Aqueduct  
8 – Redwood Blvd Landslide Status 4-7-23 and North Marin Aqueduct – Redwood Blvd Landslide  
9 Status 4-13-23.

10 The Board also received the following news articles: Marin IJ – Heavy winter rain could end  
11 toxic algae problem – BAY AREA, and Eco-Friendly Garden Tour Advertisement.

12 The Board also received the NMWD Web and Social Media Report – March 2023.

13 **ADJOURNMENT**

14 President Fraites adjourned the meeting at 5:13 p.m.

15 Submitted by

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19 Eileen Mulliner

20 District Secretary

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MEMORANDUM

To: Board of Directors

May 2, 2023

From: Ryan Grisso, Water Conservation Coordinator *RG*

Subject: Approve Text for Spring 2023 Novato "Waterline", Issue 50  
V:\Memos to Board\Spring 2023 Novato Waterline Text.doc

**RECOMMENDED ACTION:** Approve Spring 2023 Novato "Waterline" Text

**FINANCIAL IMPACT:** \$9,000 (Included in FY 2022/2023 Budget)

Draft text and design for the Spring 2023 Novato "Waterline", Issue 50 is attached for your review. This issue advises customers that the drought has ended and thanks them for their conservation efforts. The newsletter also includes a section on the District's 75<sup>th</sup> Anniversary, information on water conservation program offerings to the customers, the Watersmart AMI Portal access, and the Low-Income Rate Assistance Program. Should any Board member have individual comments please provide them to the General Manager at the Board meeting on May 2, 2023. It is expected the Novato "Waterline" will be mailed in mid May 2023.

RECOMMENDATION

Board authorize General Manager to approve final text and design of Spring 2023 Novato "Waterline", Issue 50.

ATTACHMENT: 1. Draft Novato *Waterline*, Issue 50

Approved by GM *RG*

Date *4/26/23*

## Low Income Rate Assistance (LIRA) Program

This program is available to eligible low-income customers and provides a credit on a two-month billing cycle of \$15 per bill or \$90 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)

## Access and Understand Your Water Use

A WaterSmart Portal that customers can access online was developed as a part of the new Advanced Metering Infrastructure (AMI.) Already, over 9,000 District customers are accessing information on their water use through the AMI system. If you haven't already done so we encourage you to sign up and log into the WaterSmart Portal 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 water leak events. We are confident this technology will prove useful in understanding your water use and in aiding conservation efforts. 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 into 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)

# The Waterline

## Drought is Over. Thank You!

Tony Williams, General Manager

Good news! This year, rainfall has been well above average and all of the reservoirs supplying Novato (Stafford Lake, Lake Sonoma and Lake Mendocino) are at capacity. Governor Newsom has declared an end to the state-wide drought provisions. Novato customers did a great job conserving water during the three-year drought period by continually conserving an average of 20%. Thank you!

On April 4, 2023, the District Board rescinded Emergency Water Conservation Ordinance No. 41. This action immediately eliminated non-essential water use restrictions and the suspension on new water connections, while also ending the drought surcharge. We are however reminding customers that common sense water waste prohibitions remain in place permanently. Visit [nmwd.com/postdrought](http://nmwd.com/postdrought) to see which prohibitions remain in effect. The end of this drought period does not mean an end to the need for conservation, and we encourage you to participate in the many programs the District offers to help you use water more efficiently.

Looking forward, even though this drought period has ended, with ongoing seasonal weather uncertainty drought conditions could return in the future. We are continuing to aggressively pursue efforts to enhance our water supplies both locally and regionally. We are moving forward with the best options from our Local Water Supply Reliability Study to increase storage capacity in Stafford Lake, while Sonoma Water has been able to cooperatively work with the US Army Corps of Engineers to adjust

Save up to  
\$90 a year.

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POSTAL CUSTOMER

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NORTH MARIN  
WATER DISTRICT



NORTH MARIN  
WATER DISTRICT

Novato Service Area Newsletter | Issue 50

operating procedures, enabling us to retain more water supply volume within the flood control pools at both Lake Sonoma and Lake Mendocino.



ATTACHMENT 1

## North Marin Water District Outdoor Conservation Programs

Ryan Grisso, Water Conservation Coordinator

### Cash-For-Grass

#### Turf Replacement Incentive

North Marin Water District offers a cash incentive for replacing regularly maintained, irrigated lawns with District-approved low water use plantings on drip irrigation.



The incentive is still at the increased level and we will now pay rebates of up to \$100 per 100 square feet (\$1 per square foot) of lawn area if you replace it with qualified low water use planting. This incentive is limited to \$800 per single family dwelling, \$100 for townhouses or condominiums (common area), and \$50 for apartments (common area). Pre-qualification site visit and re-landscaping plan approval are required for participation. The District also has a 'Lawn Be Gone' sheet mulching program - visit [nmwd.com](http://nmwd.com) for details.



#### Landscape Efficiency Rebate

As a part of North Marin Water District's Water Smart Landscape Efficiency Rebate Program, mulch purchase and installation can be rebated at 50% of the cost of approved mulch materials up to \$200 (continuing for now at the increased drought level). Please call 415-761-8944 or email [waterconserve@nmwd.com](mailto:waterconserve@nmwd.com) for details on participation. Please remember to follow the Novato Fire Department's guide for mulch application in proximity to your house.

## Water Smart Savings Program

North Marin Water District wants to help customers use water efficiently. That's why we've put all of our water saving promotions under one umbrella. The Water Smart Savings Program encompasses all you need to get started on saving water and saving money.



#### Water Smart Home Survey

This free service includes thorough indoor and outdoor water efficiency checks. Virtual surveys or phone guidance offered at this time.



#### Pool Cover Rebate

Rebate available for installing a new solar or safety pool cover with non-netter material only.



#### Residential Washing Machine Rebate

North Marin Water District offers a rebate to customers when they purchase a qualifying high-efficiency clothes washer.



#### Rainwater Catchment Rebate

Rebate available for collection and storage of rainwater.



#### High-Efficiency Toilet Rebate

Customers who replace an old water-guzzling toilet with a high-efficiency toilet may be eligible for a rebate.



#### Weather-Based Irrigation Controller Rebate

Rebate for controllers that use weather data and site information such as plant type and sprinkler system output to automatically adjust watering times and frequency.



#### Greywater Rebate

Rebate available for installation of qualified greywater systems.

Call 415-761-8944 for  
program participation  
details or visit [nmwd.com](http://nmwd.com)

## 75 Year Anniversary

In April 1948, the North Marin Water District was formed and this year we are celebrating 75 years of service to our customers. We will see you out at the 4th of July Parade!



# NORTH MARIN WATER DISTRICT

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**MEMORANDUM**

To: Board of Directors

May 2, 2023

From: Ryan Grisso, Water Conservation Coordinator *AGW for*

Subject: Approve Text for Spring 2023 West Marin "Waterline", Issue 22  
V:\Memos to Board\Spring 2023 West Marin WaterLine Text.doc

**RECOMMENDED ACTION:** Approve Spring 2023 West Marin "Waterline" Text

**FINANCIAL IMPACT:** \$2,100 (Included in FY 2022/2023 WM Budget)

Draft text and design for the Spring 2023 West Marin "Waterline", Issue 22 is attached for your review. This issue focuses on the New Gallagher Well project and water conservation programs available to customers. Also included is a piece on the continuation of the Flume device program for incentivizing the installation of private line water use monitoring and leak detection devices. Should any Board member have individual comments please provide them to the General Manager at the Board meeting on May 2, 2023. It is expected the Spring 2023 West Marin "Waterline" will be mailed in mid-May 2023.

RECOMMENDATION

Board authorize General Manager to approve final text and design of the Spring 2023 West Marin "Waterline", Issue 22.

ATTACHMENT: 1. Draft West Marin *Waterline*, Issue 22

Approved by GM *AGW*

Date *7/26/23*

## Low Income Rate Assistance (LIRA) Program

This program is available to eligible low income customers and provides a credit on a two-month billing cycle of \$15 per bill or \$90 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).

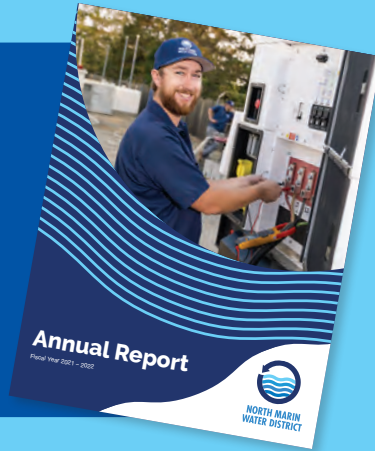
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## Read Our Annual Report

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NORTH MARIN  
WATER DISTRICT

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

# The Waterline

West Marin Service Area Newsletter | Issue 22



NORTH MARIN  
WATER DISTRICT

## Drought is Over. Thank You!

Tony Williams, General Manager

This year's rainfall levels through April 1, 2023 far exceeded normal year status at 50 inches. The statewide drought was declared over by the Governor in March 2023 and on April 4, 2023 the District Board rescinded Emergency Water Conservation Ordinance No. 39, effectively ending drought water use restrictions in the West Marin Service Area. Common sense water waste prohibitions do still remain in place permanently through District Regulation 17. Thank you for doing your part to conserve water over the last three years.

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. The State Water Resources Control Board (SWRCB) has determined that Lagunitas Creek is fully appropriated in the summer months of dry years and has ordered the District to find an alternative source of water from July to October during dry years. (A dry year occurs when the total precipitation from October 1 to April 1 is less than 28 inches as measured at Marin Municipal Water District's Kent Lake). The District has complied with this request by purchasing a portion of the Giacomini Ranch water rights to use during these periods.

Even though this drought has ended, North Marin Water District customers are encouraged to continue to use water efficiently and participate in the water conservation programs described in this

Waterline and at [nmwd.com](http://nmwd.com). Please pay attention to water use, especially outside, and limit outdoor water use as much as possible. Any reduction in water use is appreciated. There's not a drop to waste!



ATTACHMENT 1



## New Gallagher Well

Eric Miller, Assistant General Manager/Chief Engineer

North Marin Water District is committed not only to providing water to customers that meets or exceeds all state and federal quality standards but also to ensure that it tastes good. We are pleased to report that in late October 2022 the District completed the construction of Gallagher Well No. 2, outside Point Reyes Station, to enhance reliability and address salinity levels in the water supply for the West Marin Service Area. This well reduces reliance on Coast Guard wells further downstream, which have experienced increasing salinity intrusion, particularly during drought periods.

Furthermore, the new well has been providing water with significantly lower salinity levels, which has improved the overall taste and quality of the water for customers in the West Marin Service Area.

The Gallagher Well No. 2 project was funded by the Small Community Drought Relief Program of the California Department of Water Resources. The District has also been awarded supplemental grant funds for electrical upgrades at the site and repair work on Gallagher Well No. 1, further reducing reliance on Coast Guard wells. We are thrilled with the reduced salinity levels in the West Marin Service area. Looking to the future, the District is already exploring ways to enhance water supply resiliency and will be seeking grants to study feasibility.



## Water Smart Savings Program

The drought is over but there is always a need to save water. North Marin Water District wants to help customers use water efficiently in the future. That's why we've put all of our water saving promotions under one umbrella. The Water Smart Savings Program encompasses all you need to get started on saving water during this drought. Call 415-761-8944 for program details or visit nmwd.com.



### Water Smart Home Survey

This free service includes thorough indoor and outdoor water efficiency checks. Virtual surveys or phone guidance are offered at this time.



### Landscape Efficiency Rebate

Rebate available for water efficient landscape equipment, such as a new drip irrigation system replacing a spray system or a rain shut off device.



### Pool Cover Rebate

Rebate available for installing a new solar or safety pool cover with non-netter material only.



### Cash-For Grass Turf Replacement Incentive

Get cash for removing irrigated and maintained lawn and replacing it with low water use plants. Pre-qualification is required.



### Residential Washing Machine Rebate

North Marin Water District offers a rebate to customers when they purchase a qualifying high-efficiency clothes washer.



### Rainwater Catchment Rebate

Rebate available for collection and storage of rainwater.



### High-Efficiency Toilet Rebate

Customers who replace an old water-guzzling toilet with a high-efficiency toilet may be eligible for a rebate.



### Weather-Based Irrigation Controller Rebate

Rebate for controllers that use weather data and site information - such as plant type and sprinkler system output - to automatically adjust watering times and frequency.



### Greywater Rebate

Rebate available for installation of qualified greywater systems.

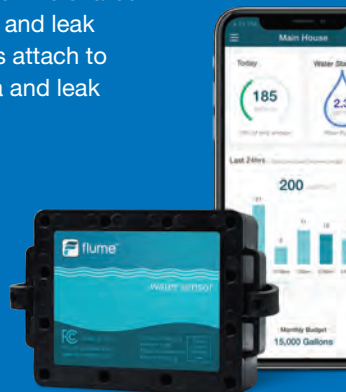
## Water use monitoring and leak detection device pilot program

Ryan Grisso, Water Conservation Coordinator

The District is continuing to offer a program for the shared cost purchase and use of a water monitoring and leak detection device called Flume. These devices attach to your meter and relay real time water use data and leak alerts through your Wi-Fi.

If you are interested in participating, please email your contact information and service address to [waterconserve@nmwd.com](mailto:waterconserve@nmwd.com) and staff can provide you with the website link for the shared cost purchase.

This pilot program is available to West Marin Service Area customers only.



## 75 Year Anniversary

In April 1948, the North Marin Water District was formed and this year we are celebrating 75 years of service to our customers. We will see you out at the 4th of July Parade!



# NORTH MARIN WATER DISTRICT

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## MEMORANDUM

To: Board of Directors

May 2, 2023

From: Tony Williams, General Manager *TW*

Subj: Letter of Support for Sonoma Water Grant Application for the Potter Valley Project

I:\gm\bod misc 2023\5-2-23 meeting\5-2-23 bod support of usbr.docx

**RECOMMENDED ACTION:** Authorize the General Manager to Send a Letter of Support for Sonoma Water's grant application on Behalf of the District

**FINANCIAL IMPACT:** None at this time

The District relies on Russian River water deliveries from the Sonoma County Water Agency (Sonoma Water) for 75 – 80% of the water demand for the Novato Service Area. There are two major reservoir projects that provide water supply for the Russian River watershed: Lake Mendocino and Lake Sonoma. Lake Mendocino and Lake Sonoma are dual-purpose reservoirs in that they provide flood protection (managed by the U.S. Army Corps of Engineers) and water supply storage (releases managed by Sonoma Water). Sonoma Water, as local sponsor, controls and coordinates water supply releases from Lake Mendocino and Lake Sonoma in accordance with its water rights permits and the requirements of State Water Resources Control Board's Decision 1610.

The Potter Valley Hydroelectric Project (Potter Valley Project), owned and operated by Pacific Gas & Electric (PG&E), is located along the Eel River and diverts water into the East Fork of the Russian River which flows into Lake Mendocino. The Potter Valley Project features include Lake Pillsbury, a 76,876 acre-feet storage reservoir impounded by Scott Dam; Van Arsdale Reservoir, a 700-acre feet storage reservoir impounded by the Cape Horn Diversion Dam which includes a fish ladder; and a tunnel and penstocks that divert Eel River water to the powerhouse located in Potter Valley, and ultimately water flows into Lake Mendocino. Releases from Lake Mendocino flow into the Upper Russian River and are highly regulated by the state. The Potter Valley Project currently diverts, on average, approximately 60,000 acre-feet of Eel River water into the Russian River per year. The Project is licensed by the Federal Energy Regulatory Commission (FERC). In February 2022, PG&E announced its plans to surrender the FERC license and decommission the Project. In July 2022, FERC accepted PG&E's proposed 30-month schedule to submit a license surrender application and decommissioning plan. The schedule has a January 2025 completion date at which point a decommissioning plan will be revealed.

Sonoma Water is preparing an application to the newly created US Bureau of Reclamation (USBR) WaterSMART Aquatic Ecosystem Restoration Grant Program. Created by a provision introduced by Congressman Huffman in the FY21 Omnibus Appropriations Bill, the purpose of this program is to support the study, design, and construction of aquatic ecosystem restoration projects that are collaboratively developed; have widespread regional benefits; and are for the purpose of improving the health of fisheries, wildlife, and aquatic habitat through restoration and improved fish passage. Sonoma Water is currently implementing a facilities assessment at the Potter Valley Project's Van Arsdale Diversion and Cape Horn Dam using grant funds from the CA Department of Water Resources (DWR). More information is provided in the grant application summary provided as Attachment 1.

The USBR notice of federal funding opportunity for this program emphasizes stakeholder support and encourages the submission of support letters from a broad array of interests.

#### **RECOMMENDATION**

Authorize the General Manager to send the attached letter of support for Sonoma Water's grant application (Attachment 2) on behalf of the District.

#### **ATTACHMENTS:**

1. USBR Grant Application Summary
2. Draft NMWD letter of Support



## **USBR Aquatic Ecosystem Restoration Grant Application for PVP Cape Horn Dam Fish Passage Design**

### Description:

To further the objectives of the Potter Valley Project Two-Basin Solution, Sonoma Water is preparing an application to the newly created US Bureau of Reclamation WaterSMART Aquatic Ecosystem Restoration Grant Program. Created by a provision introduced by Congressman Huffman in the FY21 Omnibus Appropriations Bill, the purpose of this program is to support the study, design, and construction of aquatic ecosystem restoration projects that are collaboratively developed; have widespread regional benefits; and are for the purpose of improving the health of fisheries, wildlife, and aquatic habitat through restoration and improved fish passage. Sonoma Water is currently implementing a facilities assessment at the Potter Valley Project's Van Arsdale Diversion and Cape Horn Dam using grant funds from the CA Department of Water Resources (DWR). The Assessment is a new effort but leans heavily on the work developed through the second phase feasibility studies prepared for a CA Dept of Fish and Wildlife (CDFW) grant to Cal-Trout and the Two-Basin Partnership. Four fish passage alternatives were developed through the CDFW Two-Basin Partnership grant.

The DWR funded Assessment assumes the removal of Scott Dam and will consider both the modification and removal of Cape Horn Dam. The current scope of the Assessment has consultants McMillen and Stillwater developing up to three fish passage designs (compatible with Cape Horn "dam-in" and Cape Horn "dam-out" alternatives) to the 20-30% level of design. Sonoma Water proposes to use the USBR grant to convene a facilitated stakeholder process and technical advisory committee that will select a single fish passage design. Using grant funds, Sonoma Water will then hire a consultant to advance that design from the 30% to 60% level. These tasks apply to the Study and Design portion of the USBR grant program (see program details below). The USBR notice of federal funding opportunity for this program emphasizes stakeholder support and encourages the submission of support letters from a broad array of interests.

The objectives of the USBR application would be to:

- Establish a facilitated stakeholder process to select a preferred fish passage alternative
- Establish a group of technical experts to review work products
- Contract a consultant team to advance a fish passage design from 30% to 60%
- USBR anticipates awarding grants in early 2024
- Sonoma Water's proposed timeline for the work is 2 years (spring 2024 to spring 2026)
- An application would be made to the Task A portion of the program (see below)
- With stakeholder support, Sonoma Water hopes the 60% design product from Task A will be eligible for future funding under the Task B construction portion of the USBR grant program

### Application Details:

- Application Due Date: 6/1/23 @ 3pm PST
- Match Requirement: 35% or more of total project costs
- Award Amount:
  - Task A: Study & Design – \$500k - \$2M
  - Task B: Construction - \$3M - \$20M

- Anticipated Award Date: Applicants will be notified in late Summer 2023. Official award date expected 1/2/24
- Anticipated Project Completion Date:
  - Task A: Study & Design – 12/31/26
  - Task B: Construction – 12/31/28
- Pre-award Costs:
  - Eligible pre-award costs associated with the proposed project must be incurred after the posting date of this funding opportunity and are limited to costs related to the planning and design of the project including, but not limited to engineering and design, modeling, environmental and cultural studies, and permitting

May X, 2023

Bureau Of Reclamation  
Water Resources and Planning Office  
Attn: Ms. Avra Morgan  
Mail Code: 86-6300  
P.O. Box 25007  
Denver, CO 80225-0007

**SUBJECT: Eel River at Cape Horn Dam Fish Passage Improvement Planning and Design**

Dear USBR Ecosystem Restoration Grant Program Review Committee:

As General Manager of the North Marin Water District, I am writing to express my support of the application submitted by the Sonoma County Water Agency (Sonoma Water) for the Eel River at Cape Horn Dam Fish Passage Improvement Planning and Design (Project).

The North Marin Water District delivers drinking water to more than 61,000 residents in the Novato area. We rely primarily on surface water provided by Sonoma Water to meet the needs of our community. Our District is currently participating in a forward-looking study of the resilience of the regional water system. While the study is still underway, we know that water diverted from the Eel River through the Potter Valley Project (PVP) and into Lake Mendocino in the Russian River watershed is a key component of meeting future climate challenges for water supply, fisheries and agriculture in Mendocino, Sonoma and Marin counties.

That being said, we understand that PVP in its current configuration is no longer viable: A facilities assessment currently underway by Sonoma Water (funded by the California Department of Water Resources and based on work prepared for the California Department of Fish and Wildlife) assumes significant modifications to PVP, including the removal of Scott Dam and the possible modification or removal of Cape Horn Dam. The assessment also includes the initial development of three fish passage designs, with the goal of continuing water diversions while ensuring improved fish passage in the Eel River.

The proposed Project will ensure that stakeholders have a voice in determining which of the three fish passage designs is further developed, will provide for review by technical experts and will advance the fish passage design from 30 percent to 60 percent. This facilitated work is critical in helping the water suppliers in our region transition from the current PVP to a future diversion design that will continue to provide water "insurance" as we face a changing climate.

For these reasons, the North Marin Water District supports the Eel River at Cape Horn Dam Fish Passage Improvement Planning and Design. Thank you in advance for considering funding for this important project. Please feel free to contact me if you have any questions, at [twilliams@nmwd.com](mailto:twilliams@nmwd.com) or 415-761-8945.

Sincerely,

Anthony Williams  
General Manager



8

**MEMORANDUM**

To: Board of Directors  
From: Ryan Grisso, Water Conservation Coordinator *RG*  
Subject: Public Communications Implementation Update  
V:\Memos to Board\Kiosk Public Communications Update May 2023.doc

May 2, 2023

**RECOMMENDED ACTION:** Information Only  
**FINANCIAL IMPACT:** Information Only

As a result of the North Marin Water District 2018 Strategic Plan, a goal was developed to focus 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 a public communications plan (or public outreach plan), including a strategy for more effective social media outreach was recommended. To help develop a more comprehensive and strategic communications plan, a consulting services agreement with Kiosk (a Novato based firm) was approved in 2019. Since that time, Kiosk has been assisting the District to implement a comprehensive and robust communications effort including a complete overhaul of the District's website, a rebranding of District outreach materials, increased and targeted social media campaigns, and many other collateral material developments including the Waterline newsletter.

Kiosk will be in attendance to make a short presentation to highlight these communication efforts over the last year, including a preview of upcoming efforts, and be available for questions.

9



MEMORANDUM

To: Board of Directors

Date: May 2, 2023

From: Eric Miller, Assistant General Manager / Chief Engineer *EM*

Subject: Preview of FY 23/24 Capital Improvement Program (CIP)

r:\chief eng\miller\cip planning\fy 23-24\5-2-23 bod memo cip preview.docx

**RECOMMENDED ACTION:** Information Only

**FINANCIAL IMPACT:** None at this time

Attached for review are presentation slides for the proposed Fiscal Year 23/24 Capital Improvement Program (CIP) expenditure budget. The budget includes projects recommended for Novato Water, Recycled Water, West Marin Water, and Oceana Marin Sewer. The list of projects being proposed was developed in coordination with senior staff from all of the District's departments to ensure that the priorities of all District work programs are being addressed. Similarly, the CIP budget was prepared in close coordination with the Auditor/Controller to meet our targets for internally (or "Pay-Go") financed projects.

In previous budget cycles the proposed CIP was presented to the Board with a heavy focus on financial details. While that level of financial information will again be included during this budget cycle, in subsequent meeting agendas, this presentation is intended to discuss the proposed CIP in a manner that focuses on the projects themselves.

The presentation slides also include a list of studies & special projects being proposed for Fiscal Year 23/24. Funding for studies & special projects are not included in the summary budget numbers as they are not considered capital assets in the same capacity as infrastructure improvement work.

ATTACHMENTS: Presentation slides dated May 2, 2023



**NORTH MARIN  
WATER DISTRICT**

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**FY 23/24 PREVIEW  
Capital Improvement Program (CIP)**

May 2, 2023

# FY 23/24 CIP PREVIEW

## Contents

1. Pipelines \*
2. Storage Tanks & Pump Stations \*
3. Stafford Improvements \*
4. Facilities Improvements (Novato)
5. Recycled Water System (Novato)
6. West Marin System
7. Oceana Marin System
8. Special Studies
9. Budget Summary

*\* Novato potable water system*





**Novato Service Area**

# FY 23/24 CIP PREVIEW

## 1. PIPELINES (Novato potable)

ID	Project	FY 23/24 Forecast
1a. Pipeline Improvements		
1a1	Novato Blvd. Widening – Diablo to Grant (4,100 LF)	\$125,000
1a2	Connect Dead-ends at George St. w/ 8" (290 LF)	\$60,000
1a3	San Mateo Tank 24" Transmission Main	\$25,000
1b. Pipeline Replacements		
1b1	Replace 8" Pipe – Railroad Ave. (500 LF)	\$350,000
1c. Aqueduct Improvements		
1c1	North Marin Aqueduct Restoration near Olompali Slide	\$75,000
1c2	Interconnection Modifications (w/ MMWD)	\$125,000
1d. Other Pipeline Projects		
1d1	Budget for Various Projects	\$325,000
1. Pipelines – Subtotal		\$1,085,000

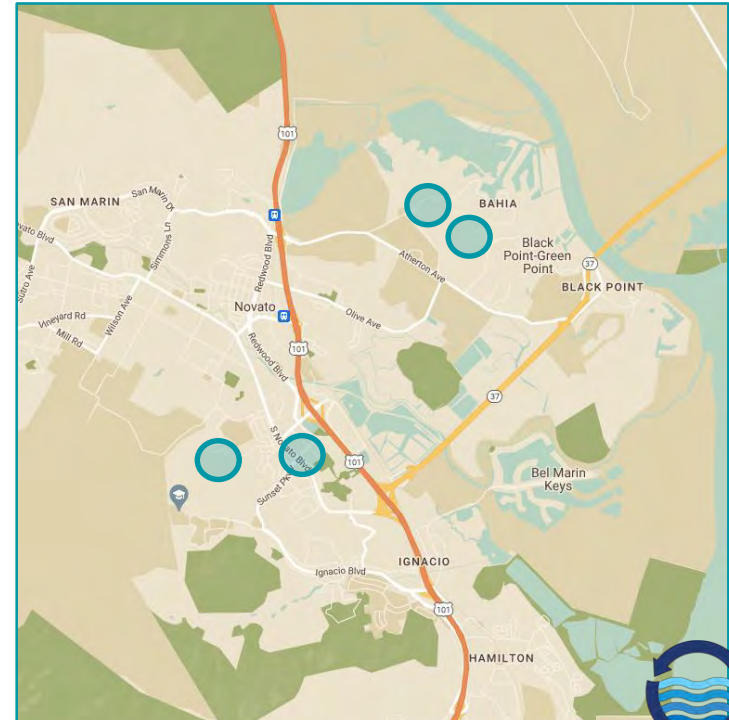




# FY 23/24 CIP PREVIEW

## 2. STORAGE TANKS & PUMP STATIONS (Novato potable)

ID	Project	FY 23/24 Forecast
2a. Tank Rehabilitation / Replacement		
2a1	Recoating – Garner Tank	\$25,000
2a2	Seismic Upgrade / Coating – Lynwood Tanks (x2)	\$50,000
2b. Pump Station Rehabilitation / Replacement		
2b1	Lynwood Pump Station Replacement	\$300,000
2b2	Crest Pump Station Construction (Reloc. School Rd. PS)	\$1,500,000
2c. Hydropneumatic Systems		
2c1	Hydropneumatic upgrades, Phase 1 (Bahia)	\$850,000
2d. Other Tank & Pump Station Improvements		
2d1	Budget for Various Projects	\$130,000
2. Storage Tanks & Pump Stations – Subtotal		\$2,855,000



# FY 23/24 CIP PREVIEW

## 3. STAFFORD IMPROVEMENTS (Novato potable)

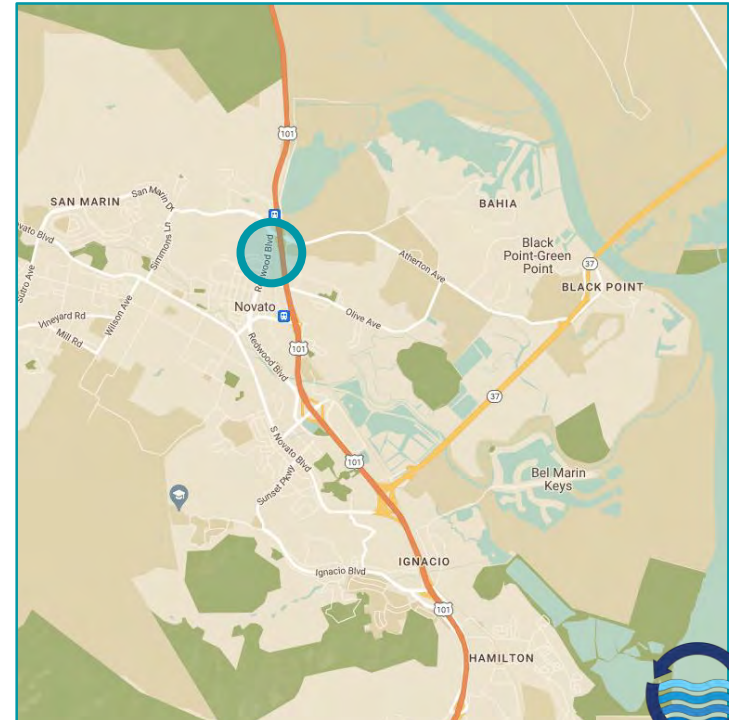
ID	Project	FY 23/24 Forecast
3a. Stafford Treatment Plant (STP)		
3a1	Replace Supernatant Line to Center Rd. (4" – 4,400 LF)	\$400,000
3a2	STP Efficiency Improvements	\$50,000
3a3	STP Chemical System Upgrade	\$50,000
3a4	STP Corrosion Improvements – Primary Filter Recoat (x3)	\$400,000
3a5	Other STP Improvements	\$50,000
3b. Stafford Dam / Watershed		
3b1	Water Supply Enhancement – Spillway ASG	\$150,000
3b2	Dam Spillway Concrete Repair	\$100,000
3. Stafford Improvements – Subtotal		\$1,200,000



# FY 23/24 CIP PREVIEW

## 4. FACILITIES IMPROVEMENTS (NOVATO)

ID	Project	FY 23/24 Forecast
4a. District Offices		
4a1	NMWD Headquarters Upgrade (Admin & Lab)	\$9,000,000
4a2	Construction Building Upgrade	\$150,000
4a3	Program Assessment for Yard Site Improvements	\$75,000
4b. System Pressure / Valving		
4b1	None	-
4c. Other Miscellaneous Improvements		
4c1	Budget for Various Projects	\$160,000
4. Facilities Improvements (Novato) – Subtotal		\$9,385,000



# FY 23/24 CIP PREVIEW SUMMARY (Novato potable)

Capital Improvement Program Category	FY 23/24 Forecast
1. Pipelines	\$1,085,000
2. Storage Tanks & Pump Stations	\$2,855,000
3. Stafford Improvements	\$1,200,000
4. Facilities Improvements (Novato)	\$9,385,000
Novato (potable) – Subtotal	\$14,525,000
Loans / Grants / Other Funding Sources	\$10,500,000
<b>Novato (potable) – Total</b>	<b>\$4,025,000</b>





# Recycled Water (Novato)

# FY 23/24 CIP PREVIEW

## 5. RECYCLED WATER SYSTEM (NOVATO)

ID	Project	FY 23/24 Forecast
5a. RW Pipelines		
5a1	RW extension from Redwood Blvd. to 999 Rush Creek	\$300,000
5a2	Hamilton Veteran's Housing (Homeward Bound)	\$300,000
5b. RW Tanks & Pump Stations		
5b1	Leak Repair – Reservoir Hill Tank	\$100,000
5c. Other RW Improvements		
5c1	Budget for Various Projects	\$50,000
5. Recycled Water System (Novato) – Subtotal		\$750,000
Loans / Grants / Other Funding Sources		\$750,000
<b>5. Recycled Water System (Novato) – Total</b>		<b>\$0</b>





**West Marin**

# FY 23/24 CIP PREVIEW

## 6. WEST MARIN SYSTEM

ID	Project	FY 23/24 Forecast
6a. WM Pipelines		
6a1	Lagunitas Creek Bridge Pipe Replacement (Caltrans)	\$50,000
6a2	Replace 2-inch Galvanized Pipe – Balboa+	\$125,000
6b. WM Tanks & Pump Stations		
6c. WM Wells		
6c1	West Marin Water Supply Resiliency Project	* Studies *
6c2	Rehabilitate Well – Gallagher Well No. 1	\$85,000
6c3	New Well – Gallagher Well No. 2	\$175,000
6d. WM Treatment Plant		
6d1	Pt. Reyes Treatment Plant Modifications	Future Project
6e. WM Other Improvements		
6e1	Budget for Various Projects	\$150,000
	Loans / Grants / Other Funding Sources	\$205,000
<b>6. West Marin System – Total</b>		<b>\$380,000</b>





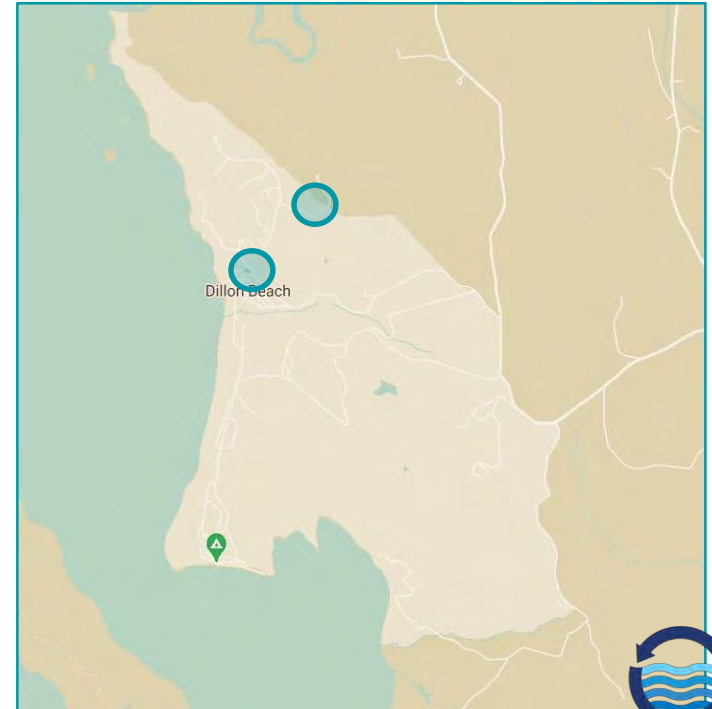


**Oceana Marin**

# FY 23/24 CIP PREVIEW

## 7. OCEANA MARIN SYSTEM

ID	Project	FY 23/24 Forecast
7a. OM Pipelines		
7a1	Sewer Force Main Improvements – FM 1A (Design Only)	\$80,000
7a2	Sewer Force Main Improvements – FM 1A (Construction)	* Unfunded *
7b. OM Lift Station		
7c. OM Treatment Ponds		
7c1	OM Treatment Pond Rehabilitation – FEMA Grant	\$810,000
7d. OM Other Improvements		
7d1	Budget for Various Projects	\$65,000
Loans / Grants / Other Funding Sources		\$800,000
<b>7. Oceana Marin System – Total</b>		<b>\$155,000</b>





# Studies & Special Projects

# FY 23/24 CIP PREVIEW

## 8. STUDIES & SPECIAL PROJECTS

ID	Project	FY 23/24 Forecast
8a. General Studies		
8a1	Compensation Survey & Review	\$30,000
8a2	Grant Acquisition Support	\$25,000
8a3	GIS Conversion to Esri/ArcGIS	\$25,000
8b. Novato Service Area Studies		
8b1	Novato Water Rate Study	\$60,000
8b2	Novato Water Master Plan Update	\$125,000
8b3	North Marin Aqueduct Vulnerability & Cathodic Protection Plan	\$90,000
8b4	Stafford Treatment Plant Risk Management Plan Update	\$60,000
8c. WM Service Area Studies		
8c1	West Marin Water Supply Resiliency - Feasibility Study	\$75,000
8. Studies & Special Projects – Subtotal		\$490,000





# Budget Summary

# FY 23/24 CIP PREVIEW SUMMARY (All Service Areas)

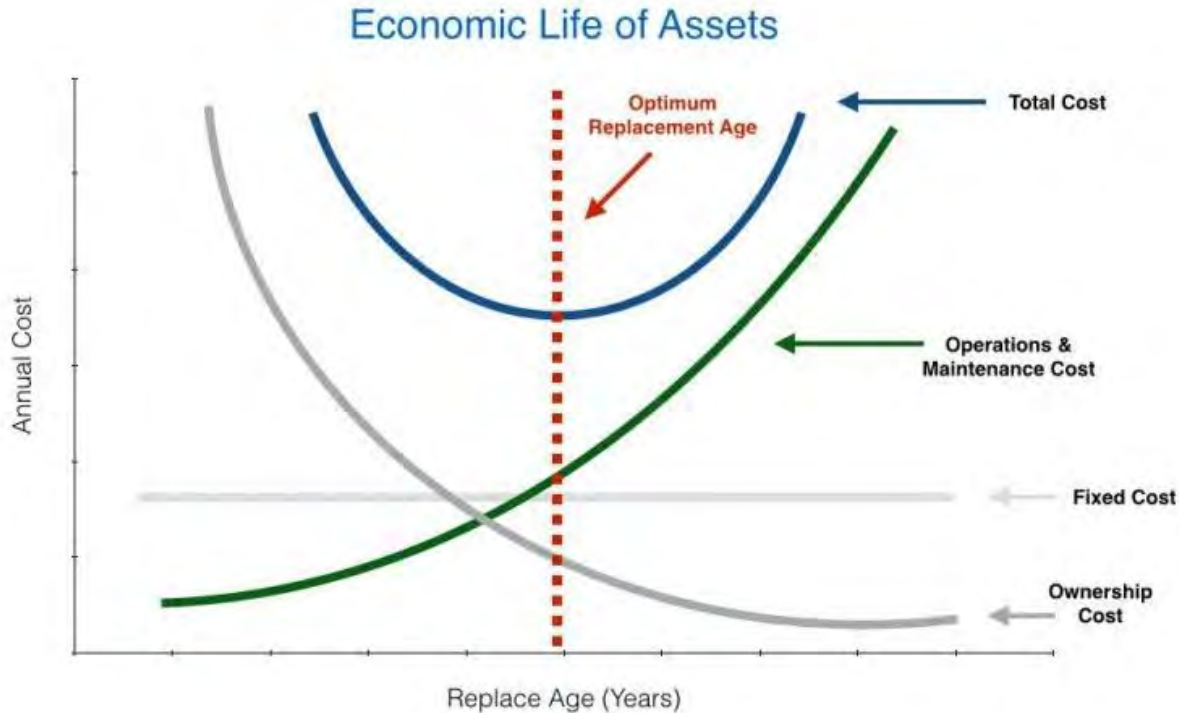
Capital Improvement Program Category	FY 23/24 Forecast
1-4. Novato System	\$14,525,000
5. Recycled Water (Novato)	\$750,000
6. West Marin System	\$585,000
7. Oceana Marin System	\$955,000
Capital Improvement Program – Subtotal	\$16,815,000
Loans / Grants / Other Funding Sources	\$12,255,000
<b>Capital Improvement Program – Total</b>	<b>\$4,560,000</b>

\* 8. Studies & Special Projects (\$490,000) not included in CIP Total



# FY 23/24 CIP PREVIEW

## ASSET MANAGEMENT



### Capitalized Asset Values \*

Novato Water  
\$102 million

RW  
\$30 million

WM  
\$8.5 million

OM  
\$1.3 million

\* less depreciation





Crest Pump Station  
artist rendering



Questions?



10



## NORTH BAY WATER REUSE PROGRAM

*Expanding Water Supplies with Regional Reuse*



### BOARD OF DIRECTORS MEETING

#### AGENDA

**Monday, April 24, 2023**  
**9:30 AM**

**Per Board Policy this meeting will be a Zoom Meeting only.  
Meeting participants and the public may participate via the following:**

**Join Zoom Meeting**

<https://us02web.zoom.us/j/86702642935>

**Meeting ID: 867 0264 2935**

**One tap mobile +16699009128, 86702642935# US (San Jose)**

**Dial in +1 669-900-9128 US (San Jose)**

**Meeting ID: 867 0264 2935**

**1. Call to Order (1 minute)**

**2. Roll Call (1 minute)**

**3. Public Comment (3 minutes)**

(Any member of the public may address the Board at the commencement of the meeting on any matter within the jurisdiction of the Board. This should not relate to any item on the agenda. It is the policy of the Authority that each person addressing the Board limit their presentation to three minutes. Non-English speakers using a translator will have a time limit of six minutes. Any member of the public desiring to provide comments to the Board on an agenda item should do so at the time the item is considered. It is the policy of the Authority that oral comments be limited to three minutes per individual or ten minutes for an organization. Speaker's cards will be available in the Boardroom and are to be completed prior to speaking.)

**4. Introductions (2 minutes)**

Action  
Pages 4 – 6

**5. Board Meeting Minutes of March 27, 2023 (2 minutes)**

(The Board will consider approving the minutes from the March 27, 2023 Board meeting.)

Action  
Page 7

**6. Election of Officers (5 minutes)**

(The Board will elect a Chair and Vice Chair for 2023.)

North Bay Water Reuse Authority • c/o Sonoma County Water Agency, 404 Aviation Boulevard, Santa Rosa, CA 95403  
707-235-8965 • NBWRA.org

- Information**  
Page 8
- 7. Report from the Chair (5 minutes)**  
(The Chair will report on items of interest to the Board.)
- Pages 9 - 21**
- 7.a Report from the Technical Advisory Committee (5 minutes)**  
(The Board will review the Report on the TAC meeting of April 6, 2023 and consider recommendations from the TAC included in this agenda.)
- Page 22**
- 7.b Consultant Progress Reports (5 minutes)**  
(The Board will review the consultant progress reports.)
- Pages 23 - 53**
- 7.c Reports on Bay Area Sea Level Rise Projects and Collaborative Efforts with Other Organizations per Board Request (15 minutes)**  
(The Board will receive reports on Bay Area Sea Level Rise Projects and Collaborative Efforts with Other Organizations as requested at the March 27, 2023 meeting.)
- Information**  
Pages 54 - 61
- 8. Financial Reports for the Fiscal Years Ending June 30, 2022 and June 30, 2023 (5 minutes)**  
(The Board will review the Financial Reports for Fiscal Years Ending June 30, 2022 and June 30, 2023.)
- Information**  
Page 62
- 9. Status of Phase 1 Reconciliation and Closeout Activities (5 minutes)**  
(The Board will be updated on Phase 1 status of reconciliation and closeout activities.)
- Discussion**  
Page 63
- 10. Status of Phase 2 and Financial Capability Analysis Report Update (5 minutes)**  
(The Board will be updated on the status of the Phase 2 EIR/EIS and the funding application to USBR.)
- Information**  
Pages 64 - 65
- 11. Status Reports on Resilience Arena Projects: Recycled Water, Drought Contingency Planning, and Sea Level Rise Adaptation Vision**  
(The Board will receive status reports on the three Resilience Arena Projects: recycled Water, Drought Contingency Planning, and Sea Level Rise Adaptation Vision.)
- Discussion**  
Page 66
- 12. Items for the Next Agenda (5 minutes)**  
(The Board will consider items for the next Agenda.)
- Discussion**
- 13. Comments from the Chair, Board, and Member Agencies (5 minutes)**  
(The Board will discuss items for future discussion and the Chair, Board, or Member Agencies may make brief announcements or reports on their own activities, pose questions for clarification, and/or request that items be placed on a future agenda. Except as authorized by law, no other discussion or action may be taken.)
- 14. Adjournment (1 minute)**

**Next Board Meeting**  
**Tentatively Scheduled June 26, 2023**

(In compliance with the Americans with Disabilities Act of 1990, if you need special assistance to participate in a Board meeting, or you need a copy of the agenda, or the agenda packet, in an appropriate alternative format, please contact the Program Manager at (510) 410-5923. Notification of at least 48 hours prior to the meeting or time when services are needed will assist in assuring that reasonable

North Bay Water Reuse Authority • c/o Sonoma County Water Agency, 404 Aviation Boulevard, Santa Rosa, CA 95403  
707-235-8965 • NBWRA.org

County of Marin • Las Gallinas Valley Sanitary District • Novato Sanitary District • Marin Municipal Water District • North Marin Water District • Sonoma County Water Agency  
City of Petaluma • Sonoma Valley County Sanitation District • County of Napa • Napa Sanitation District • City of American Canyon

11

**DISBURSEMENTS - DATED APRIL 20, 2023**

Date Prepared 4/17/23

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
1	All-American Printing Services	Customer Service Questionnaires (600)	\$297.29
2	Alpha Analytical Labs	Lab Testing (W.M.-\$1,105, Novato & Aqueduct Landslide Damage)	1,759.00
3	Arendell, Tony	Retiree Exp Reimb (April Health Ins)	1,234.14
4	Athens Administrators	March Indemnity Review Fee	105.00
5	AT&T	Leased Lines	62.86
6	Badger Meter	5/8" Meters (60)	5,443.47
7	Bank of Marin	Bank of Marin Loan Principal & Interest (Pynt#138 of 240)	46,066.67
8	Calcon Systems	SCADA Programming (\$1,020) & Labor/Materials to Install & Program Centrifuge VFD System (\$18,168) (STP)	19,187.60
9	California Water Service	Water Service (O.M.)	32.06
10	Chandrasekera, Carmela	Retiree Exp Reimb (April Health Ins)	1,234.14
11	Cilia, Joseph	Retiree Exp Reimb (April Health Ins)	457.46
12	City Ventures	Refund Security Deposit on Hydrant Meter Less Final Bill	706.02
13	C.J. Brown & Company, CPA's	March Progress Billing Financial Statement Audit FY22/23	550.00
14	Comcast	April Internet (100 Wood Hollow, 1250 Lynwood Dr & Buck Institute)	922.65
15	Core & Main	Gaskets (72), Nipples (30), Valves (12) (\$9,489), Tapping Sleeve (\$1,169), Tees (2), Flanges (4), Elbows (34) (\$1,128), Mechanical Joint Accessory Set & Meter Boxes (8)	15,324.16

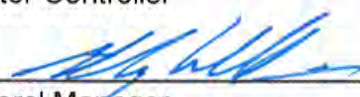
Seq	Payable To	For	Amount
16	Enterprise FM Trust	Monthly Leases for Nissan Rogue (2), Nissan Frontier (2), F-150's (7), F-250's (2), Ford Rangers (5), Chevy Bolts (2) & Chevy Colorado	11,346.32
17	D.L. Falk Construction, Inc.	Prog Pymt#9: Perform NMWD Admin & Lab Building Upgrades (Balance Remaining on Contract \$7,782,813)	688,456.04
18	D.L. Falk Construction Escrow Acct	5% Retainer: DL Falk Construction-CA Bank of Commerce-Admin Bldg & Lab Upgrade	36,234.52
19	FLW, Inc.	Solenoid Valve (STP)	332.63
20	Friedman's Home Improvement	Sealant, Seal Spray & Misc Hardware	576.07
21	Frontier Communications	Leased Lines	1,659.80
22	Frontier Communications	April Internet (STP)	640.00
23	Arthur J. Gallagher Risk Management Services LLC	Property, General & Excess Liability, Public Official Error & Omissions, Employee Fidelity & Auto Physical Damages (4/1/23-3/31/24)	230,014.00
24	Grainger	Miscellaneous Maintenance Tools & Supplies	1,968.29
25	Hach Co.	Door Assembly (Pt Reyes TP)	325.81
26	Heritage Park	Refund Security Deposit on Hydrant Meter Less Final Bill	437.18
27	InfoSend, Inc.	March Processing Fee for Water Bills (\$1,392), Postage (\$4,206) & March Monthly Support Fee (\$1,032)	6,629.57
28	International Dioxide Inc	Delay Module for Chlorine Dioxide Generator (STP)	261.93
29	Kehoe, Theresa	Retiree Exp Reimb (April Health Ins)	1,234.14
30	Kemira Water Solutions	Ferric Chloride (10 Dry Tons) (STP)	12,056.49
31	Kiosk Creative LLC	Marketing Communication & Outreach Services (Balance Remaining on Contract \$22,362)	4,328.64
32	Department of Labor and Industries Washington	Quarterly WA Workers Comp Insurance for Employee Working Remotely	22.87
33	Latanzsyn, Roman	Retiree Exp Reimb (April Health Ins)	457.46
34	Lemos, Kerry	Retiree Exp Reimb (April Health Ins)	1,234.14

Seq	Payable To	For	Amount
35	Mallory Safety and Supply LLC	Calibration Gas (4 lbs) (STP)	367.17
36	Manzoni, Alicia	Retiree Exp Reimb (April Health Ins)	457.46
37	Marin County Ford	Service Parts ('21 F150, '17 F350, '15 F250, '18 Transit Cargo Van, '20 F150, '21 Ford Ranger, '12 F250, '20 F250)	1,664.07
38	McMaster-Carr Supply Co	Battery Terminal Connectors (106), Suction Water Hose (3) & Abrasion Resistant Wraps (5)	1,202.23
39	MSI Litho	Business Cards (4 Directors & 3 Employees)	274.74
40	Musante, Ron	Refund Overpayment on Open Account	500.00
41	New Pig Corporation	All Purpose Wipers (3) (STP)	508.49
42	NMWD Employee Association	Association Dues (1/15/23-3/31/23)	1,445.00
43	Novato Sanitary District	November (\$11,468) & December (\$4,042) 2022-RW Operating Expense	15,510.26
44	Parkinson Accounting Systems	March Accounting Software Support	292.50
45	Pacific Gas & Electric Co	Power: Bldgs/Yard (\$2,588), Other (\$235), Pumping (\$32,226), Rect/Cont (\$724) & TP (\$157)	35,929.95
46	Pollard Water	Screw Feed Cutter, Pipe & Tubing	185.04
47	Red Wing Business Advantage	Safety Boots (Rubio)	193.94
48	Redwood Health Services, Inc.	March 2023 Dental Claims & Fees Expense	1,829.55
49	Rupp, Steve	Retiree Exp Reimb (April Health Ins)	457.46
50	Soiland Co., Inc.	Rock (31 yds) (\$1,076) & Asphalt Recycling (7 yds)	1,294.27
51	Sonoma County Water Agency	March Contract Water	245,405.05
52	Township Building Services	March Janitorial Services (District Yard-\$1,155 & STP)	1,522.86
53	Unicorn Group	Postage for Novato Prop 218 Notices	4,998.00
54	United Parcel Service	Delivery Services: Sent Backflow Devices & Weights for Calibration	68.08

Seq	Payable To	For	Amount
55	USA BlueBook	Chlorine (STP), 30" Flag (500), Flag Carrier/Probe, Phenylarsine Oxide (STP), Shut-Off Valve (20) (Pt Reyes TP) & Repair Kit for Griffco Valves (STP)	1,622.09
56	US Bank	March Safekeeping Treasury Securities	143.25
57	Vulcan Materials Company	EZ-Street (3 yds) & Sand (32 yds) (\$2,042)	2,723.71
58	VWR International LLC	Pump Tubing & Cotton Applicators (400) (Lab)	191.59
<b>TOTAL DISBURSEMENTS</b>			<b><u>\$1,410,385.18</u></b>

The foregoing payroll and accounts payable vouchers totaling \$1,410,385.18 are hereby approved and authorized for payment.


04/18/23  
 \_\_\_\_\_  
 Auditor-Controller Date


4/18/2023  
 \_\_\_\_\_  
 General Manager Date



## DISBURSEMENTS - DATED APRIL 27, 2023

Date Prepared 4/24/23


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 4/15/23	\$176,307.33
90580*	Internal Revenue Service	Federal & FICA Taxes PPE 4/15/23	78,062.82
90581*	State of California	State Taxes & SDI PPE 4/15/23	16,817.83
90582*	CalPERS	Pension Contribution PPE 4/15/23	44,318.08
90583*	US Bank Card	Microsoft Monthly Subscriptions (2), Cal Chamber of Commerce-Labor & Law Posters (3), Zoom for Board Meetings, AT&T (Internet for PRTP & Gallagher Well #2), AWWA Training DVD's (16) & 1st Quarter 941 & DE9 Forms	1,904.65
EFT*	US Bank	March Bank Analysis Charge (Lockbox \$912 & Other \$379 Less Interest \$68)	1,222.71
1	100 Wood Hollow Drive Owner	May Rent for 100 Wood Hollow	28,294.75
2	Able Fence Company	Barbed Wire Added to Existing Fence	109.50
3	All Star Rents	Propane (16 gals)	77.95
4	Alpha Analytical Labs	Lab Testing	1,000.00
5	Amazon	Office Supplies, Service Award (Kehoe), Modem, Cell Phone Antenna, Display Case, Kitchen Supplies, Laser Printers (2), Pressure Tester for Cooling Systems, Stool for District Secretary & Thermal Labels (Lab)	1,141.24
6	Bay Vista Apartments C/O John Stewart Company	Refund Overpayment on Closed Account	28.45
7	Buck Institute for Research on Aging	Quarterly Lease for Lab Dept @ Buck Institute (5/16/23-8/15/23)	27,698.76
8	Centric Signs	"Save Water" Banner (144" x 480")	1,383.38
9	Chris Gatewood Industries, Inc.	Labor to Diagnose VFD Failure on STP	368.00

Seq	Payable To	For	Amount
10	Clark, Robert E.	Exp Reimb: Registration, Airfare, Lodging & Transportation - AWWA Spring Conf in San Diego (4/2-4/5)	1,819.81
11	Corda, Jeff	Exp Reimb: Safety Boots	200.00
12	Core & Main	Nipples (33), Couplings (10) (\$4,730), Angle Meter Stops (40) (\$1,649), 2" Ductile Valves (20) (\$9,440) & Meter Adaptors (188) (\$3,090)	19,079.01
13	Culhane, Thomas	Novato "Cash for Grass" Rebate Program	350.00
14	Diesel Direct West	Diesel (138 gal) & Gasoline (845 gal) (\$3,675)	4,300.73
15	Goodpaster, Stacie	Exp Reimb: CA-NV AWWA Lab Analyst Grade 4 Renewal	75.00
16	Grainger	Utility Pumps (2) & Miscellaneous Maintenance Tools & Supplies	1,550.65
17	Lincoln Life Employer Serv	Deferred Compensation PPE 4/15/23	11,831.59
18	County of Marin	Encroachment Permit (35 Corte Alta)	448.54
19	Nationwide Retirement Solution	Deferred Compensation PPE 4/15/23	2,035.00
20	Niessen, Robert	Novato "Washer Rebate" Program	100.00
21	Nute Engineering	Prog Pymt#7: Engineering Services for Oceana Marin Force Main 1A Project (Balance Remaining on Contract \$61,017)	12,972.00
22	ODP Business Solutions, LLC	Misc Office Supplies & Folding Tables (2-30' x 72') (Eng)	823.58
23	Pace Supply	Copper Gaskets (100) & Wet Barrel Hydrant (\$7,018)	7,283.60
24	Point Reyes Prop Mgmt Assn	April HOA Fees (25 Giacomini Rd)	75.05
25	Quadient, Inc.	May Postage Meter Rental	143.09
26	Rasmussen, James	Refund Overpayment on Open Account	1,128.21
27	Scott Technology Group	Contract Overage Charge & Monthly Maintenance on Admin Copier	226.53
28	SMART	Easement Access @ Golden Gate Crossing	940.43

Seq	Payable To	For	Amount
29	SPG Solar Facility XII, LLC	March Energy Delivered Under Solar Services Agreement	10,610.37
30	SWRCB Accounting Office	Lab Certification (Environmental Laboratory Accreditation Program)	4,250.00
31	Univar	Caustic Soda (12 dry tons) (STP)	9,483.11
32	VWR International LLC	Phosphorus Buffer & Lauryl Tryptose Broth (2) (Lab)	261.48
33	Waste Management	Waste Disposal	114.88
34	White & Prescott	Prog Pymt#23: Engineering Services for North Bay Children's Center Water Line Easement (\$135) (Balance Remaining on Contract \$37,505) & Prog Pymt#24: AEEP Easement Support -B2 Reach A (\$135) (Balance Remaining on Contract \$37,370)	270.00
35	Wood Rodgers, Inc.	Prog Pymt#7: Gallagher Well #1 Assessment/Rehab (Balance Remaining on Contract \$16,615)	11,376.11
36	Zenith Insurance Company	Annual Deposit Billing & Premium (5/1/23-5/1/24)	143,365.00
		<b>TOTAL DISBURSEMENTS</b>	<b><u>\$623,849.22</u></b>

The foregoing payroll and accounts payable vouchers totaling \$623,849.22 are hereby approved and authorized for payment.


04/25/23  
 \_\_\_\_\_  
 Auditor-Controller Date


4/25/23  
 \_\_\_\_\_  
 General Manager Date



**MEMORANDUM**

To: Board of Directors

May 2, 2023

From: Julie Blue, Auditor-Controller *AB*  
 Nancy Williamson, Accounting Supervisor *NW*

Subj: Auditor-Controller's Monthly Report of Investments for March 2023  
I:\ac\word\invest\23\investment report 0323.doc

**RECOMMENDED ACTION:** Information

**FINANCIAL IMPACT:** None

At month end the District's Investment Portfolio had an amortized cost value (i.e., cash balance) of \$39,903,960 and a market value of \$39,609,249. During March the cash balance decreased by \$467,521. The market value of securities held decreased \$379,445 during the month. The total unrestricted cash balance at month end was \$5,524,111 and 105.7% of the Designated Cash Reserves are funded.

At March 31, 2023, 56% of the District's Portfolio was invested in California's Local Agency Investment Fund (LAIF), 16% in Time Certificates of Deposit, 25% in a Treasury Note, 2% in the Marin County Treasury, and 1% retained locally for operating purposes. The weighted average maturity of the portfolio was 79 days, compared to 86 days at the end of February. The LAIF interest rate for the month was 2.83%, compared to 2.62% the previous month. The weighted average Portfolio rate was 4.30%, compared to 4.15% for the prior month.

Investment Transactions for the month of March are listed below:

3/1/2023	LAIF	US Bank	\$400,000.00	Trsf from LAIF account
3/13/2023	US Bank	LAIF	\$600,000.00	Trsf to LAIF account
3/14/2023	US Bank	LAIF	\$100,000.00	Trsf to LAIF account
3/15/2023	US Bank	Keybank NA	\$243,000.00	Purchase 5.0% TCD due 3/17/25
3/17/2023	LAIF	US Bank	\$200,000.00	Trsf from LAIF account
3/23/2023	LAIF	US Bank	\$350,000.00	Trsf from LAIF account
3/30/2023	LAIF	US Bank	\$350,000.00	Trsf from LAIF account

**NORTH MARIN WATER DISTRICT  
AUDITOR-CONTROLLER'S MONTHLY REPORT OF INVESTMENTS  
March 31, 2023**

Type	Description	S&P Rating	Purchase Date	Maturity Date	Cost Basis <sup>1</sup>	3/31/2023 Market Value	Yield <sup>2</sup>	% of Portfolio
<b>LAIF</b>	State of CA Treasury	AA-	Various	Open	\$22,326,177	\$21,910,670	2.83% <sup>3</sup>	<b>56%</b>
<b>Time Certificate of Deposit</b>								
TCD	Enerbank	n/a	9/25/20	9/25/24	249,000	249,000	0.45%	1%
TCD	Sallie Mae Bank	n/a	8/18/21	8/18/23	249,000	249,000	0.35%	1%
TCD	UBS Bank	n/a	9/9/21	9/11/23	249,000	249,000	0.35%	1%
TCD	BMW Bank	n/a	8/20/21	2/20/24	249,000	249,000	0.45%	1%
TCD	Goldman Sachs Bank	n/a	1/19/22	1/19/24	249,000	249,000	0.75%	1%
TCD	Ally Bank	n/a	2/24/22	2/23/24	248,000	248,000	1.30%	1%
TCD	Greenstate Credit Union	n/a	3/15/22	3/15/24	249,000	249,000	1.60%	1%
TCD	Capital One Bank	n/a	4/7/22	4/8/24	247,000	247,000	2.20%	1%
TCD	Capital One Bank, N.A.	n/a	4/20/22	4/22/24	247,000	247,000	2.35%	1%
TCD	American Express Natl Bank	n/a	5/4/22	5/6/24	246,000	246,000	2.60%	1%
TCD	BMO Harris Bank	n/a	6/10/22	6/10/24	246,000	246,000	2.80%	1%
TCD	GE Credit Union	n/a	6/29/22	6/28/24	249,000	249,000	3.25%	1%
TCD	Beal Bank	n/a	7/13/22	7/10/24	246,000	246,000	3.05%	1%
TCD	Synchrony Bank	n/a	8/5/22	8/5/24	245,000	245,000	3.30%	1%
TCD	Discover Bank	n/a	9/13/22	9/13/24	245,000	245,000	3.40%	1%
TCD	Sharonview Credit Union	n/a	10/17/22	10/17/24	249,000	249,000	4.35%	1%
TCD	Popular Bank	n/a	11/9/22	11/7/24	247,000	247,000	4.75%	1%
TCD	Dannemora Fed Credit Union	n/a	11/10/22	11/10/23	249,000	249,000	4.70%	1%
TCD	Greenwood Credit Union	n/a	11/21/22	11/21/23	248,000	248,000	4.85%	1%
TCD	Alabama Credit Union	n/a	11/22/22	11/22/24	248,000	248,000	4.90%	1%
TCD	Community West Credit Union	n/a	12/19/22	12/19/24	249,000	249,000	4.78%	1%
TCD	Connexus Credit Union	n/a	12/20/22	12/20/23	248,000	248,000	5.00%	1%
TCD	Austin Telco Fed Credit Union	n/a	1/27/23	1/27/25	248,000	248,000	4.90%	1%
TCD	First Tech Fed Credit Union	n/a	2/17/23	2/18/25	249,000	249,000	4.85%	1%
TCD	Keybank National Assoc	n/a	3/15/23	3/17/25	243,000	243,000	5.00%	1%
					<b>\$6,191,000</b>	<b>\$6,191,000</b>	<b>3.03%</b>	<b>16%</b>
<b>US Treasury Notes</b>								
Treas	Treasury Note	n/a	12/21/22	5/18/23	\$9,998,765	\$10,119,561	4.47%	25%
<b>Other</b>								
Agency	Marin Co Treasury	AAA	Various	Open	\$1,047,297	\$1,047,297	0.20%	2%
Other	Various	n/a	Various	Open	340,721	340,721	0.06%	1%
<b>TOTAL IN PORTFOLIO</b>					<b>\$39,903,960</b>	<b>\$39,609,249</b>	<b>4.30%</b>	<b>100%</b>

Weighted Average Maturity = 79 Days

LAIF: State of California Local Agency Investment Fund.

TCD: Time Certificate of Deposit.

Treas: US Treasury Notes with maturity of 5 years or less.

Agency: STP State Revolving Fund Loan Reserve.

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

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

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

3 Earnings are calculated daily - this represents the average yield for the month ending March 31, 2023.

<b>Interest Bearing Loans</b>	Loan Date	Maturity Date	Original Loan Amount	Principal Outstanding	Interest Rate
Marin Country Club Loan	1/1/18	11/1/47	\$1,265,295	\$1,067,153	1.00%
Marin Municipal Water - AEEP	7/1/14	7/1/32	\$3,600,000	\$1,777,295	2.71%
Employee Housing Loan (1)	3/30/15	3/30/30	250,000	250,000	Contingent
<b>TOTAL INTEREST BEARING LOANS</b>			<b>\$5,115,295</b>	<b>\$3,094,448</b>	

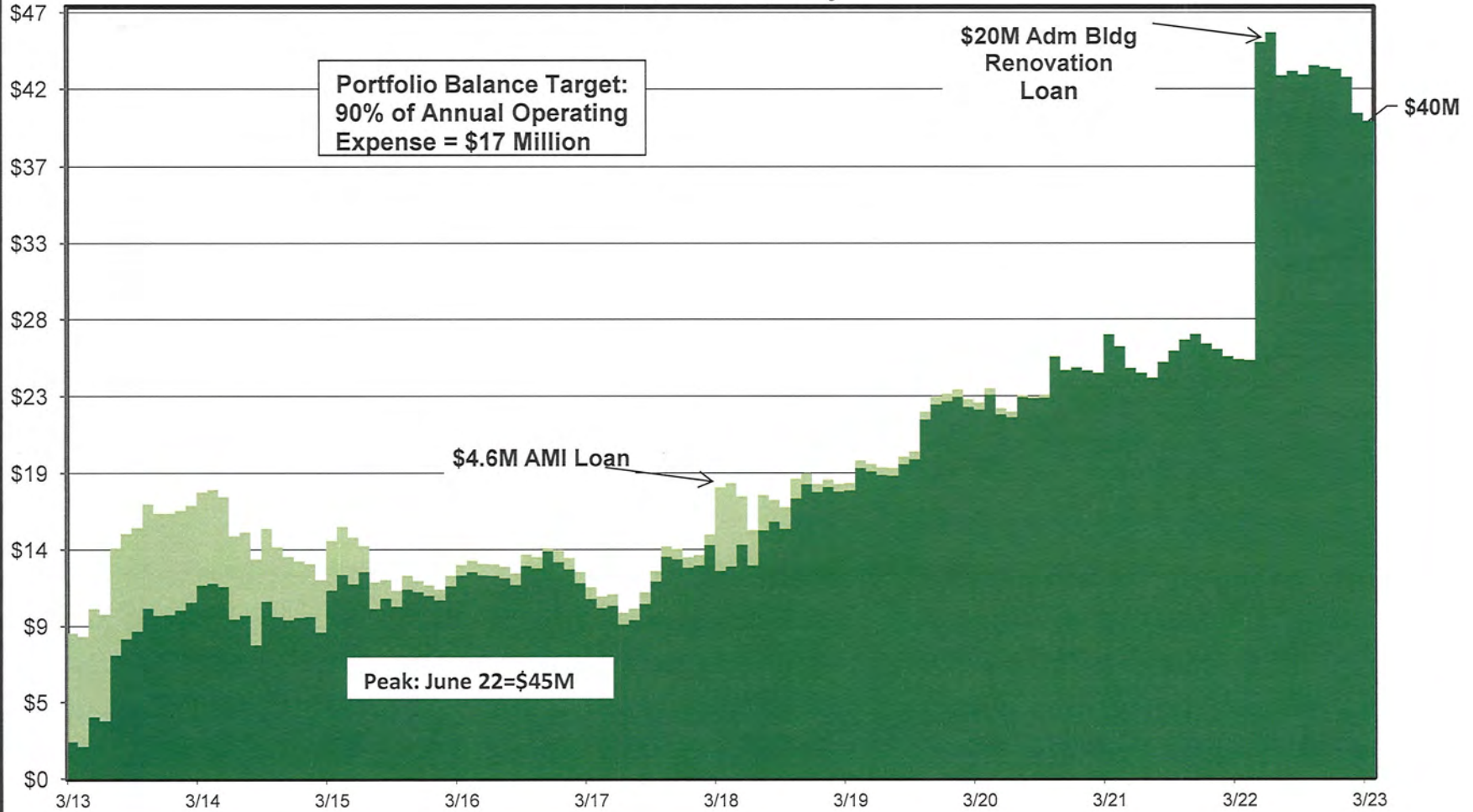
The District has the ability to meet the next six months of cash flow requirements.



5/2/2023

### NMWD Portfolio Balance 10-Year History

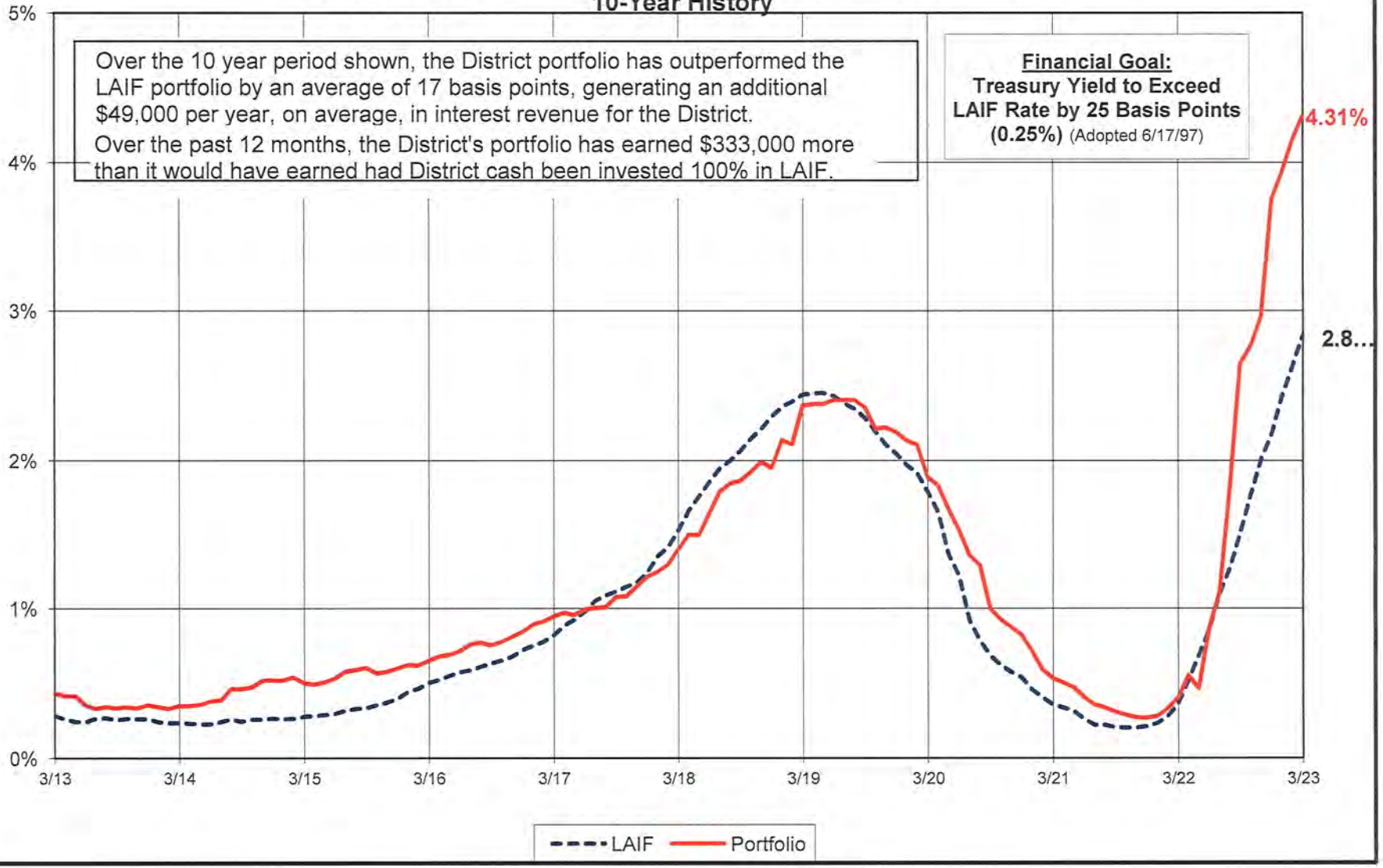
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### NMWD Portfolio Rate of Return State of CA Local Agency Investment Fund vs District Portfolio 10-Year History

Over the 10 year period shown, the District portfolio has outperformed the LAIF portfolio by an average of 17 basis points, generating an additional \$49,000 per year, on average, in interest revenue for the District.  
Over the past 12 months, the District's portfolio has earned \$333,000 more than it would have earned had District cash been invested 100% in LAIF.

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





**MEMORANDUM**

To: Board of Directors  
From: Nancy Williamson, Accounting Supervisor *NW*  
Subj: Information – FY23 3rd Quarter Labor Cost Report  
t:\acl\word\memo\23\3rd qtr labor cost rpt.doc

May 2, 2023

**RECOMMENDED ACTION:** Information Only

**FINANCIAL IMPACT:** None

Total labor cost increased \$698,687 (11.0%) from the prior fiscal year and is \$906,236 (11.4%) below the FY23 budget to-date. The number of FTE's increased from the prior year, due to vacant positions being filled in Engineering and Water Quality. Attached in graphical format is a five-year comparative summary of total labor cost (Attachment A), overtime cost (Attachment B) and temporary employee cost (Attachment C) expended during each fiscal year. Also attached is a summary of total labor cost vs. budget (Attachment D) through the end of the third quarter of the fiscal year.

<b>Department</b>	<b>Increase / (Decrease) in Labor Cost vs prior FY</b>	<b>% Change</b>
Administration	\$175,780	10.9%
Engineering	\$163,865	13.7%
Operations/Maint	\$346,002	15.1%
Construction/Maint	\$13,040	1.1%
Net Increase/(Decrease)	\$698,687	11.0%

Comment on Change from Prior Year

**Administration:** Labor Cost increased \$175,780, or 10.9%. The increase was due to eight 5% step increases, more overtime hours worked and to the 4.0% cost of living adjustment (COLA) effective October 1, of 2022.

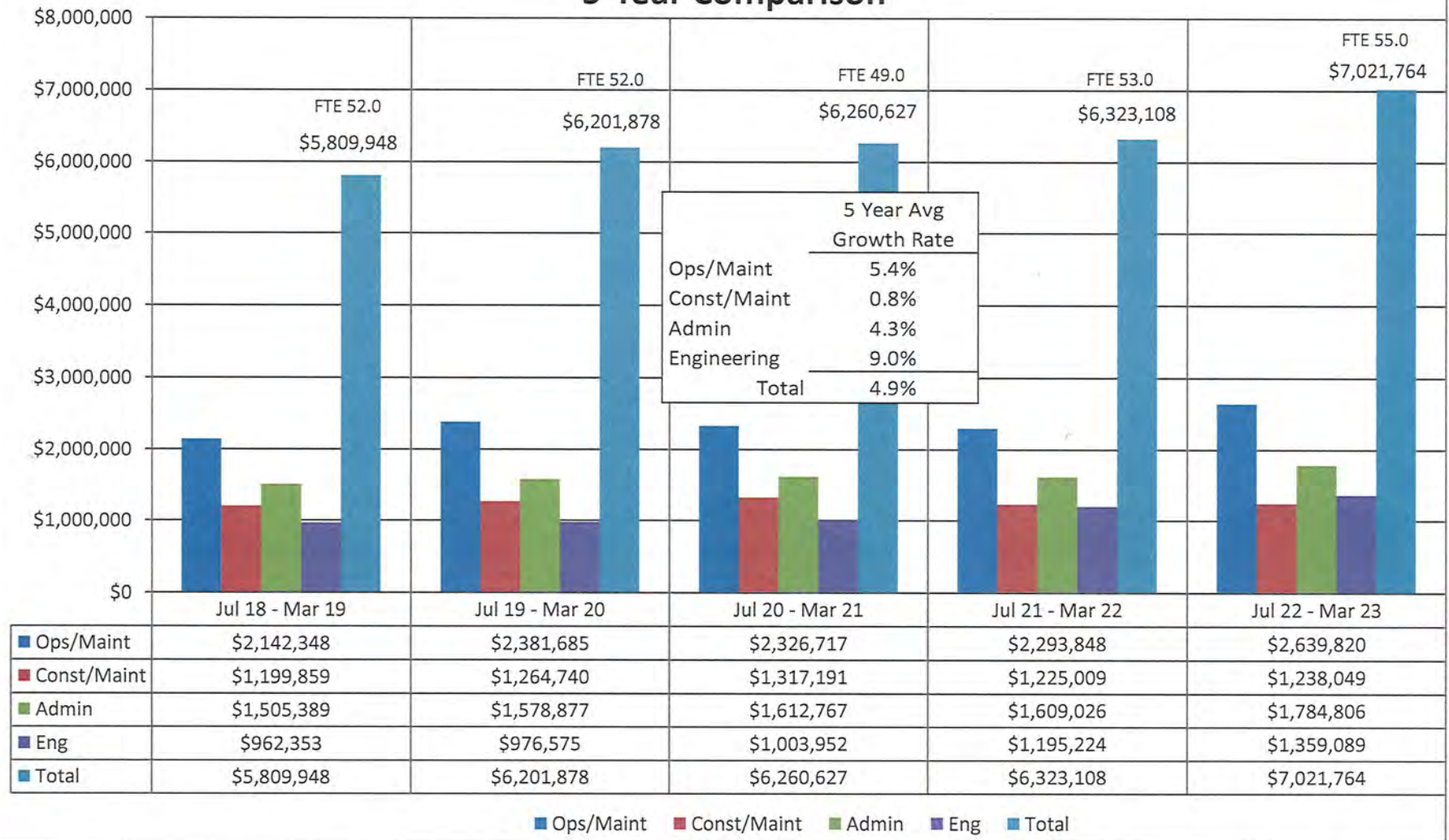
**Engineering:** Labor Cost increased \$163,865, or 13.7%. The increase was due to the addition of a Junior Engineer on September 26, 2022, four 5% step increases and to the October 2022 COLA.

**Operations/Maintenance:** Labor Cost increased \$346,002, or 15.1%. The increase was due the addition of a Lab Tech on July 1, 2022, to ten 5% step increases, more overtime hours worked and to the October 2022 COLA.

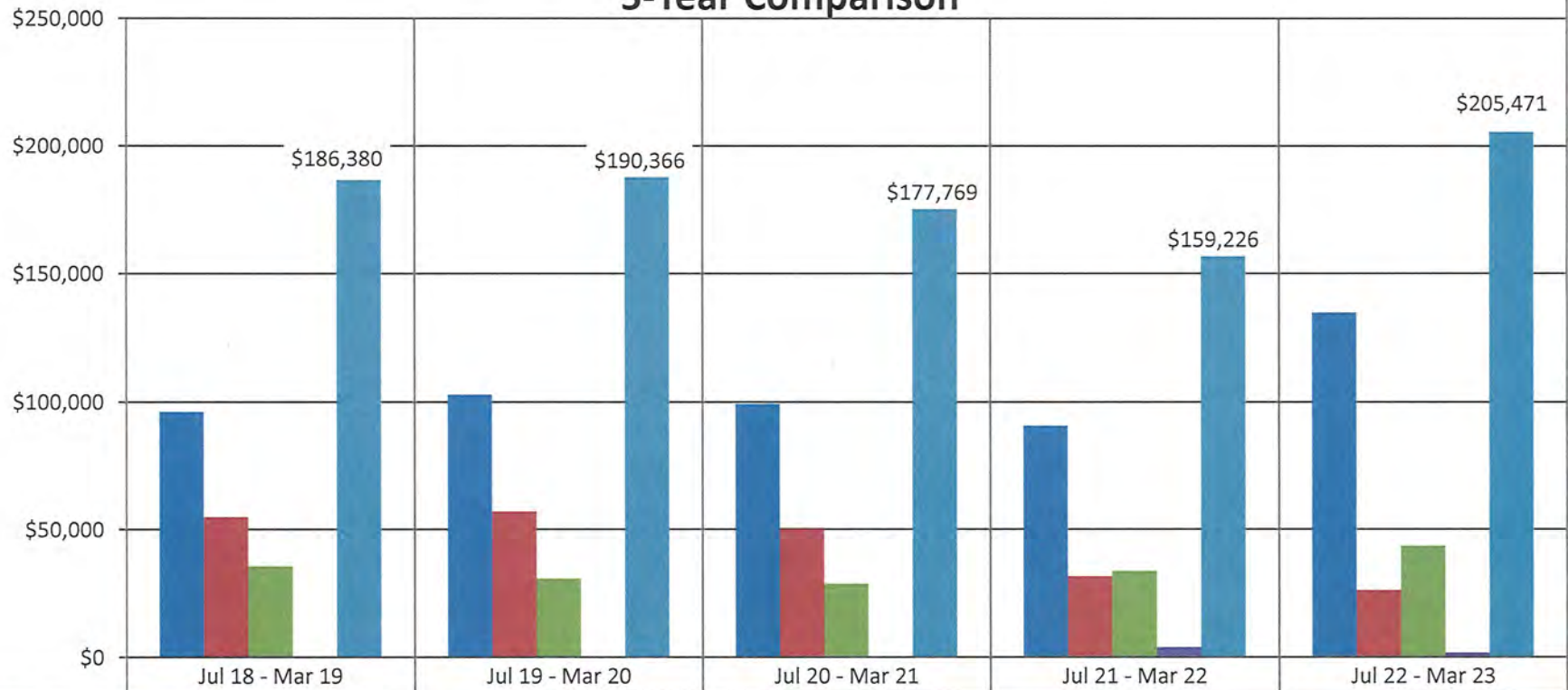
**Construction/Maintenance:** Labor Cost increased \$13,040, or 1.1%. The increase was due to ten 5% step-increases and the October 2022 COLA. The increase was offset by less On-Call and overtime pay this year compared to last year



## Total Labor Cost NMWD Fiscal Year through March 5-Year Comparison



## Overtime Cost NMWD Fiscal Year through March 5-Year Comparison



■ Ops/Maint	\$96,142	\$102,848	\$99,154	\$90,637	\$134,580
■ Const/Maint	\$54,750	\$56,937	\$50,166	\$31,367	\$25,940
■ Admin	\$35,489	\$30,582	\$28,450	\$33,442	\$43,387
■ Eng				\$3,780	\$1,565
■ Total	\$186,380	\$190,366	\$177,769	\$159,226	\$205,471

■ Ops/Maint   ■ Const/Maint   ■ Admin   ■ Eng   ■ Total

## Temporary Employee Cost NMWD Fiscal Year through March 5-Year Comparison



■ Ops/Maint	\$12,926	\$13,380	\$4,038	\$4,940	
■ Const/Maint	\$22,671			\$12,586	
■ Admin	\$50,077	\$18,883	\$8,800	\$14,398	\$28,093
■ Eng	\$16,126	\$40,257	\$74,689	\$18,486	\$16,709
■ Total	\$101,800	\$72,520	\$87,527	\$50,409	\$44,802

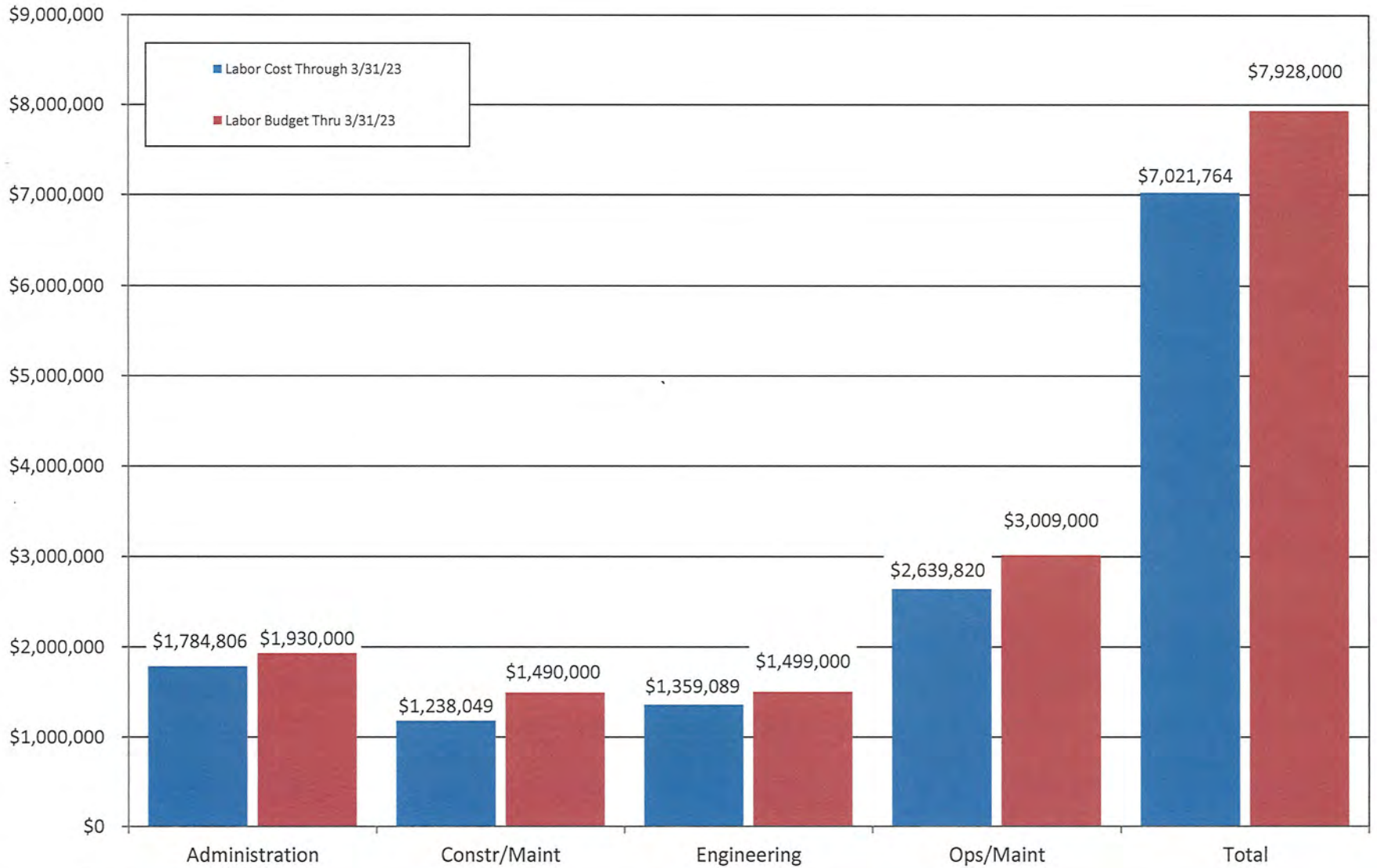
■ Ops/Maint   
 ■ Const/Maint   
 ■ Admin   
 ■ Eng   
 ■ Total



4/26/23

finance\hrs rpt\labor cost compared to budget fy23\salary chart.xls

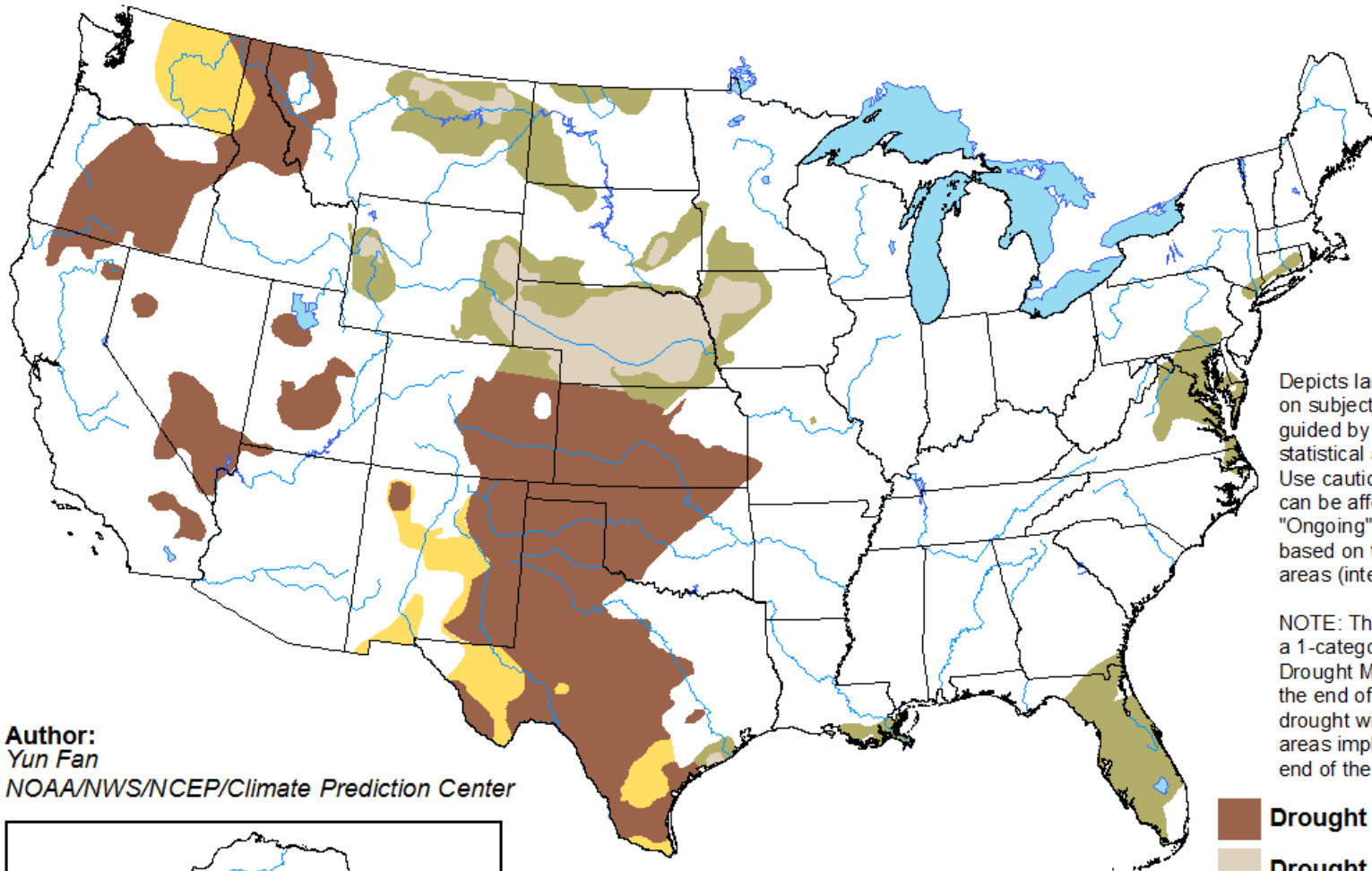
# Total Labor Cost vs. Budget NMWD Fiscal Year through March



# U.S. Seasonal Drought Outlook

## Drought Tendency During the Valid Period





Valid for April 20 - July 31, 2023  
Released April 20

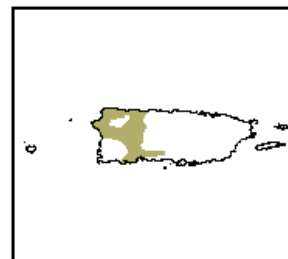
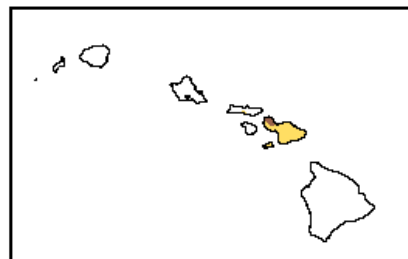
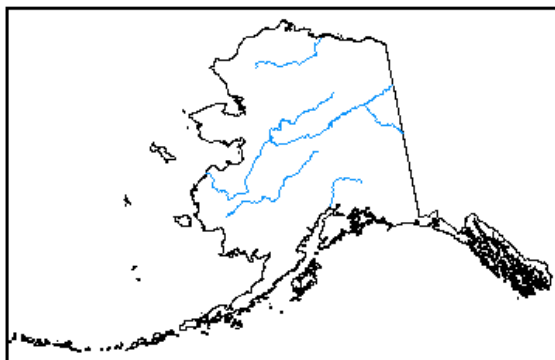


Depicts large-scale trends based on subjectively derived probabilities guided by short- and long-range statistical and dynamical forecasts. Use caution for applications that can be affected by short lived events. "Ongoing" drought areas are based on the U.S. Drought Monitor areas (intensities of D1 to D4).

NOTE: The tan areas imply at least a 1-category improvement in the Drought Monitor intensity levels by the end of the period, although drought will remain. The green areas imply drought removal by the end of the period (D0 or none).

Author:  
Yun Fan  
NOAA/NWS/NCEP/Climate Prediction Center

-  Drought persists
-  Drought remains but improves
-  Drought removal likely
-  Drought development likely



<http://go.usa.gov/3eZ73>

**Russian River Water Forum**

**Planning Group Roster** (last updated 4/25)



Please note that this is the latest roster for the Planning Group and is subject to change.

Please also note that each tribe may nominate a member and alternate to the Planning Group; there is no limit to tribal seats.

Category	Geography	Member	Member Affiliation(s)	Alternate	Alternate Affiliation(s)
Agriculture NGO/RCD	Mendocino County	Brandon Axell	Mendocino County Farm Bureau	Guinness McFadden	Potter Valley Irrigation District, Inland Water and Power Commission
Agriculture NGO/RCD	Mendocino County	Cathy Monroe	Mendocino County RCD	Denise Woods	Mendocino County RCD
Agriculture NGO/RCD	Sonoma County	John Nagle	Sonoma RCD	Adriane Garayalde	Agriculture Landowner, Russian River Confluence Coordinator
Agriculture NGO/RCD	Sonoma County	Denny Murphy	Agriculture Landowner	Bill Ricioli	Agriculture Landowner
Agriculture NGO/RCD	Sonoma County	Allan Nelson	Agriculture Landowner	Pam Bacigalupi	Agriculture Landowner
Commercial Fisheries	Russian and Eel River Basins	Vivian Helliwell	Pacific Coast Federation of Fishermen's Associations, Institute for Fisheries Resources	Glen Spain Andy Colonna	Pacific Coast Federation of Fishermen's Associations, Institute for Fisheries Resources
County Staff	Humboldt County	Hank Seeman	Humboldt County	Craig Tucker	Humboldt County, Suits & Signs
County Staff	Lake County	Eddie Crandell	Lake County		
County Staff	Mendocino County	Glenn McGourty	Mendocino County	Maureen Mulheren	Mendocino County
County Staff	Sonoma County	John Mack	Permit Sonoma		
Environmental NGO	Eel River Basin	Charlie Schneider	CalTrout	Meghan Quinn	American Rivers
Environmental NGO	Eel River Basin	Alicia Hamann	Friends of the Eel River	Redgie Collins	CalTrout
Environmental NGO	Russian River Basin	Jaime Neary	Russian Riverkeeper	Don McEnhill	Russian Riverkeeper
Environmental NGO	Russian River Basin	Matt Clifford	Trout Unlimited	Chris Shutes	California Sportfishing Protection Alliance
Recreation	Eel River Basin				
Recreation	Russian River Basin	Bert Whitaker	Sonoma County Parks		
Tribal Government	Eel River Basin				
Tribal Government	Eel River Basin				
Tribal Government	Russian River Basin	Brenda L. Tomaras	Lytton Band of Pomo Indians		
Tribal Government	Russian River Basin	Terri McCartney	Pinoleville Pomo Nation		
Tribal Government	Russian River Basin	Gregg Young	Potter Valley Tribe	Mike Shaver	Potter Valley Tribe
Water Supplier	Mendocino County	Janet Pauli	Potter Valley Irrigation District, Inland Water and Power Commission	Tyler Rodrique	Russian River Flood Control and Water Conservation Improvement District
Water Supplier	Mendocino County	Elizabeth Salomone	Russian River Flood Control and Water Conservation Improvement District	Chris Watt	Russian River Flood Control and Water Conservation Improvement District
Water Supplier	Mendocino County	Sean White	City of Ukiah	Mari Rodin	City of Ukiah
Water Supplier	Mendocino County	Bree Klotter	Redwood Valley County Water District	Adam Gaska	Redwood Valley County Water District
Water Supplier	Sonoma County	Mike Thompson	Sonoma Water	Don Seymour	Sonoma Water
Water Supplier	Sonoma County	Tony Williams	North Marin Water District	Paul Sellier	Marin Municipal Water District
Water Supplier	Sonoma County	Shannon Cotulla	Town of Windsor	Dan Herrera	City of Petaluma
Water Supplier	Sonoma County	Jennifer Burke	City of Santa Rosa	Mary Grace Pawson	City of Rohnert Park
Water Supplier	Sonoma County	Gary Helfrich	Camp Meeker	Eric Schanz	Sweetwater Springs Water District
Water Supplier	Sonoma County	Terry Crowley	City of Healdsburg		

NOVATO

**Hearing scheduled on 126-home project**

The Design Review Commission is planning a public hearing next week on the Valley Oaks residential development proposal.

The development would have 49 detached homes, 20 townhome-style condominiums, 12 other attached homes and 45 junior accessory dwelling units, according to a city staff report. The 38-acre project site is along Redwood Boulevard north of San Marin Drive.

The commission will review development and design standards and make a recommendation to the Planning Commission and the City Council.

The hearing is scheduled for 7 p.m. April 19 at City Hall.

Project details are available online at [bit.ly/3Kv0PND](https://bit.ly/3Kv0PND).



NEW PROPOSAL

## North Marin Water District plans 9.5% Novato rate hike

Conservation impact, increase in operating expenses cited



A cyclist rides near Stafford Lake in Novato on Wednesday. The North Marin Water District receives about 75% of its water from Russian River water imports through the Sonoma Water agency.  
PHOTOS BY SHERRY LAVARS — MARIN INDEPENDENT JOURNAL







Canadian geese swim with their chicks along the shoreline at Stafford Lake.

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Novato area residents could see higher water rates beginning this summer under a proposal by the North Marin Water District.

The district is proposing to increase rates by 9.5% in July, which district staff said would increase the median residential customer's bimonthly water bill by about \$12.

The proposed rate hike is about 3% more than those adopted in recent years.

District General Manager Tony Williams said the larger rate hike is needed to address inflation impacts, lower water sales from continued conservation and a doubling of rates to purchase imported water from the Sonoma Water agency, which is Novato's main source of water.

"We're actually seeing that ripple through our operating expenses," Williams said Wednesday. "Whether we're buying chemicals, whether we're buying equipment or materials — everything has gone up in price."

The district serves about 60,000 residents in the greater Novato area as well as about 1,800 residents in areas of West Marin. The district sets different rates for Novato and West Marin because they are served by different water supply systems.

The district receives about 75% of its water from Russian River water imports through the Sonoma Water agency with the remainder coming from its Stafford Lake reservoir. On Tuesday, the Sonoma Water Board of Directors voted to increase its wholesale water rates, particularly to Marin's two largest agencies.

North Marin will see the largest percentage increase of all Sonoma Water's contractors at 12.5%. Typically, the district's rates were only increased by about 5% to 7% per year on average in recent years and were previously expected to only increase by about 6% annually, Williams said.

"That has a huge impact," he said.

Sonoma Water's wholesale rates are based on how much water a contractor uses, with North Marin's comparatively lower water use resulting in higher rates.

"It's sort of this Catch-22," Williams said. The larger wholesale rates are expected to continue through the next five years, with rate increases expected to range from 7-11.5%, according to Williams.

Sonoma Water board member David Rabbitt said the increase is needed to address tens of millions of dollars worth of deferred repairs and retrofits to its aging water supply system — a problem shared by Marin's largest water suppliers and others.

"It would be foolish to continue doing that and end up with unforeseen consequences of not being able to deliver clean, reliable water 24/7 to all the customers," Rabbitt said.

Rabbitt said the original rate proposal was much higher — around 20% — but was reduced to about 10.5% on average by deferring certain projects, using other fund balances and other reductions.

North Marin plans to respond to the larger wholesale rates, among other factors, with larger rate increases in Novato in the coming years, starting with a proposed 8.5% increase in 2024-25 and a 7% increase during the following three years.

Continued conservation is also impacting Novato's rate proposal. In 2022, customers used about 2.1 billion gallons, which was the lowest annual amount since at least 2014. The district's 10-year average annual use is about 2.3 billion gallons. Williams said the district is expecting water sales to remain flat during the next few years, meaning it will have lower-than-normal water sales revenue.

Inflation is expected to increase operations and maintenance costs for the district by 8.6%, including a 7% increase in pension costs, according to the agency.

Under the five-year rate plan it adopted in 2020, the district planned to only hike rates by 5% for 2023-2024. But given the changes that have occurred since then, from the two-year drought to the state of the economy, Williams said the agency is considering revising its plan.

"Some of the assumptions are just no longer valid," Williams said. "A lot of water contractors who get water from Sonoma are seeing the same thing."

For the district's West Marin service area, rates are proposed to increase by about 6%, which sticks to the rate schedule the agency adopted under a 2021 rate plan. The rate increases would affect the 1,800 residents in Point Reyes Station, Olema, Bear Valley, Inverness Park and Paradise Ranch Estates using water wells in the Lagunitas Creek watershed.

The median residential customer would see about a \$7.60 increase on their bimonthly water bill, according to the district. The district also collects and treats wastewater for Ocean Marin, and proposes to increase its sewage surcharge by \$78 per year for a total of \$1,374. The surcharge is billed on customer property taxes.



# City's housing plan rejected

## State kicks draft submission back for revisions



Novato's proposed sites for new housing include the former Fireman's Fund complex on San Marin Drive. The city says more than 1,000 homes could go there.

**BY RICHARD HALSTEAD**

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State officials have rejected Novato's draft housing element, sending the city a 10-page directive with changes they want.

The state has mandated that Novato facilitate the creation of 2,090 new homes between 2023 and 2031 while also "affirmatively furthering fair housing." The city doesn't have to build the homes itself but must rezone properties and make other policy changes to promote their construction.

Failure to do so will result in the city losing virtually all control over what new housing projects will look like, while also facing large state fines.

The Department of Housing and Community Development, or HCD, said the plan the city submitted falls short.

“The draft element addresses many statutory requirements; however, revisions will be necessary to comply with State Housing Element Law,” the department said in a letter on April 12.

The letter includes instructions for Novato to provide evidence that projects it has listed in its draft as “approved/entitled developments” meet that definition.

“Particularly, there are projects that have not yet submitted applications, projects that may be infeasible, and projects that many not attain approval,” the letter says. “The city will need to demonstrate that projects listed on this table are feasible and that their existing status is accurate.”

Jenny Silva, a volunteer with Campaign for Fair Housing Elements, raised the issue in a letter she sent to the department on March 1. Silva wrote that only four of the projects listed as approved/entitled have been identified by the city as “approved.” The rest are listed as “in review.”

Every eight years the state projects how many new dwellings will be needed to accommodate growth, and cities and counties are assigned a share of the increase.

Silva noted in her letter that the state housing department allows jurisdictions to take credit for new dwellings approved, permitted or built since the start date of the new eight-year cycle. For projects approved, but not yet built, the jurisdiction must demonstrate the homes can be built within the remaining planning period and demonstrate affordability to very-low-income or low-income households.

Silva wrote that rather than identify a significant number of new housing sites, Novato was relying almost entirely on “pipeline” sites to fulfill its obligation to create new housing over the next eight years.

Silva said it was “especially problematic” that the project at the former Fireman’s Fund site on San Marin Drive was on the pipeline project list. Slated to accommodate 1,300 residences, the site accounts for about half of the sites contained in the housing element.

“This project requires a change in zoning and a change in the general plan to move forward,” Silva wrote. “It is very early in the process and does not meet the HCD criteria for a pipeline project.”

During a Planning Commission meeting on the housing element in January, Riley Hurd, an attorney representing Bay West Development, the owner of the 65-acre Fireman’s Fund property, raised similar issues.

“I want to express a grave concern about a particular approach being taken in the housing element, that is the 98% reliance on pending projects without saying or doing more,” Hurd said.

Hurd said that while the state housing department allows jurisdictions to take credit for pending projects, “it has issued very specific guidance in its site inventory guidebook that the city has to show and demonstrate that those units will be built.”

Hurd said the state requires a discussion regarding consistency with general plans and zoning; a discussion of all necessary approvals and when those will occur; and an anticipated construction schedule. He said that in the case of the Fireman’s Fund property, those requirements have not been met.

Hurd warned that the city could also face legal challenges because of its decision not to complete a programmatic environmental impact report on its housing element.

“I think there is some exposure in the city using just an addendum,” Hurd said. “That has to do with California Environmental Quality Act piecemealing.”

He said the need for subsequent environmental review could increase the difficulty of completing projects within the eight-year cycle. The state housing department, however, did not raise this issue in its letter.

Many of the other concerns raised in the department's letter relate to "affirmatively further fair housing," a new state requirement that housing elements also include active steps to racially integrate communities.

The letter states that the element "identifies seven of twelve existing census tracts within the city that qualify as 'racially concentrated areas of affluence.'" The letter says that the element should include more analysis of what factors contributed to this outcome and additional actions to promote housing mobility.

"As the Council has not yet reviewed HCD's response with our Community Development staff, I am not in a position to provide comment at this time," Novato Mayor Susan Wernick said in an email.

Novato Councilmember Pat Eklund said she was unaware of the state approving any initial draft of a housing element.

"So this is not unusual at all," Eklund said. "I'm confident that the staff will be able to respond to HCD in a timely fashion so that we can get our element approved."

Novato Community Development Director Vicki Parker and Planning Manager Steve Marshall did not respond to requests for comment.

Californians for Homeownership, a nonprofit funded and controlled by the California Association of Realtors, sued Novato and Belvedere in January, accusing them of not following the proper procedure for submitting their housing elements to the state for approval.

The Novato suit, filed in Marin County Superior Court, alleges that the city failed to submit its draft housing element update to the state for review 90 days prior to adoption by the City Council.

Instead, Novato sent a draft of its housing element to the state on Jan. 12, and its City Council adopted the element on Jan. 24 before receiving any feedback from the housing department.

As a remedy, California for Homeownership is asking the court to declare that Novato is subject to the "builder's remedy." This penalty prevents cities and counties from using their zoning or general plan standards to reject any housing project that meets certain affordability requirements.

"We're in the beginning stages of litigation," Californians for Homeownership attorney Matthew Gelfand said Friday. "I hope to get a hearing date for our writ proceeding next week."



# Reservoirs full, but officials say risks remain

By Ben Stocking

In the aftermath of this winter's record-setting rains, Marin's smaller water districts are ending the emergency restrictions declared during the drought. Once-thirsty reservoirs are filled to the brim and Marin's creeks are flowing. "Drought is over," proclaims a banner on the North Marin Water District's website.

North Marin rescinded its water emergency on April 4, and the Inverness Public Utility District followed suit this week. Bolinas is expected to do the same in the coming weeks.

Yet as the rainy season recedes, officials have made

it clear that it takes more than one year of heavy rainfall to erase the impacts of prolonged drought on parched earth. The risk of late-summer wildfires remains as high as ever, and the county's water engineers are not letting down their guard. Marin's biggest water district, Marin Water, is seeking to raise rates by 60 percent over four years to strengthen its capacity to withstand future droughts.

"Right now, we are blessed with an abundance of water," Monte Schmitt, Marin Water's director and board chairman, said during a recent webinar. "We are aware that we will be fac-

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# Reservoirs full but officials say risks remain

Continued from page 1

ing dry years in the future, potentially very soon. It's our job to be prepared so that we can continue to deliver water to people's taps."

Marin Water serves central Marin and the San Geronimo Valley. If approved, its rate increase would be phased in over four years and would vary from customer to customer, pegged to water use. Proceeds would fund a mix of projects for the short, medium and long term that were outlined in a water supply roadmap the district approved this spring.

Among the short-term efforts described in the roadmap is the installation of a PG&E power line that would allow the district to pump water from Soulajule Reservoir more frequently, and a \$4.5 million project that would install a connection linking Bon Tempe and Phoenix Lakes. Together, those initiatives would add nearly 222 million gallons of drinking water a year.

The district is also planning new infrastructure projects that would allow it to increase the amount of water it receives from Sonoma County, which currently provides 25 percent of Marin's supply.

Marin Water is also investigating long-term projects such as desalinating brackish

water and expanding the capacity of Kent Lake and Nicasio and Soulajule Reservoirs. The board will hold a hearing on the proposed rate increase on May 16.

Last year, North Marin Water District, which serves Point Reyes Station, Olema and Inverness Park along with Novato, completed a new well that pumps 240,000 gallons a day. The district spent \$1 million on the effort.

"We've already bolstered our supplies with that project, which was a big deal from an investment standpoint," said Tony Williams, the district's general manager. The district's West Marin supply comes exclusively from groundwater.

"The underground water table is very high right now," Mr. Williams said. "The December rains soaked into the ground, the January rains soaked into the ground, and the March rains are sinking into the ground."

North Marin uses the water levels in Kent Lake to gauge the health of West Marin water supplies. If 28 inches of rain have fallen at the lake by April, water levels are typically sufficient to supply the district's needs for the year. That threshold has been surpassed.

So far this year, Marin Water has recorded over 51 inches of rain on Mount Tamalpais compared to a paltry 4.25 inches at this time last year.

Inverness, which has its own water district, relies on streams and rivulets on the ridge. Decomposing vegetation acts as a giant sponge on the forest floor, absorbing

and holding rainwater and slowly releasing it over time. The district measures stream flows to assess its water supply. If a million gallons of water are flowing at any time between Jan. 1 and March 1, it considers the watershed fully charged. It reached that target by the end of February.

"A million gallons tells us that we don't have to worry at all," said Wade Holland, a longtime IPUD employee and former general manager of the district, which stores water in five large tanks stationed around the village. "We're going to sail through the summer and fall."

By April, 47.5 inches of rain had fallen in Inverness, far exceeding the annual average of 37.26 inches since record keeping began in 1925. The wettest year of all occurred in 1981, when rainfall exceeded 72 inches.

Inverness came close to imposing water rationing in 2020, but that step proved unnecessary as residents adhered to voluntary conservation measures, Mr. Holland said. At its monthly board meeting on Wednesday, the district lifted all drought-imposed water restrictions.

In Bolinas, 38 inches of rain had fallen by the end of March. Jennifer Blackman, general manager of the town's utility district, will recommend that the board lift its water conservation alert next month.

"Our creek flows are much improved, and we have full reservoirs," Ms. Blackman said. "A fourth consecutive year of below-average rainfall would have been very challenging for us."

Water users in Bolinas, like those in Inverness, abided by voluntary measures during the drought, enabling the district to avoid rationing.

"We owe a tremendous debt of gratitude to our customers," Ms. Blackman said. "Because the district was able to avoid mandatory water restrictions, there are none to lift. That said, we always encourage our residents to conserve water due to the limited nature of our water supply, which is very responsive to current weather conditions."

In Marin's larger water districts, restrictions on some nonessential uses remain; they have been imbedded into ongoing regulations, regardless of drought. Customers are discouraged from using irrigation systems to water lawns and must use a hose with a shutoff attachment when washing cars or boats. They are also encouraged to repair any plumbing leaks promptly.

Despite all the rain, the risk of wildfires later in the year continues unabated, said Mark Brown, the executive officer of the Marin Wildfire Prevention Authority. "Due to our Mediterranean climate, California dries out every year, regardless of the rain in the winter," he said. "It is just a matter of when."

Wet years produce more vegetation, and thus more fuels to burn when plants dry out in the summer. "Historically, after every drought-busting winter, we have a catastrophic fire season," Mr. Brown said. "It just starts later."