



**NORTH MARIN
WATER DISTRICT**

NORTH MARIN WATER DISTRICT
AGENDA - REGULAR MEETING
 September 19, 2023 – 4:00 p.m.
 Location: 100 Wood Hollow Dr., Suite 300
 Novato, California

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Est. Time	Item	Subject
4:00 p.m.		CALL TO ORDER
	1.	APPROVE MINUTES FROM REGULAR MEETING , August 15, 2023
	2.	APPROVE MINUTES FROM SPECIAL MEETING , September 12, 2023
	3.	GENERAL MANAGER'S REPORT
	4.	OPEN TIME: (Please observe a three-minute time limit) This section of the agenda is provided so that the public may express comments on any issues not listed on the agenda that are of interest to the public and within the jurisdiction of the North Marin Water District. When comments are made about matters not on the agenda, Board members can ask questions for clarification, respond to statements or questions from members of the public, refer a matter to staff, or direct staff to place a matter of business on a future agenda. The public may also express comments on agenda items at the time of Board consideration.
	5.	STAFF/DIRECTORS REPORTS
		CONSENT CALENDAR The General Manager has reviewed the following items. To his knowledge, there is no opposition to the action. The items can be acted on in one consolidated motion as recommended or may be removed from the Consent Calendar and separately considered at the request of any person.
	6.	Consent - Approve: Text for Fall 2023 Novato "Waterline", Issue 51
	7.	Consent - Approve: Construction Management Services for Crest Pump Station with GHD, Inc.
	8.	Consent - Approve: Bid Advertisement for Crest Pump Station Project
		ACTION CALENDAR
	9.	APPROVE: Consulting Services Agreement Contract Amendment for a Compensation Study with Koff & Associates
	10.	APPROVE: Lease Agreement with Indian Valley Golf Club – Future Amendment for Lease Term
	11.	APPROVE: Letters of Support for Water Systems PFAS CERCLA Liability Protections
		INFORMATION ITEMS
	12.	Preliminary FY 22/23 Financial Statement

All times are approximate and for reference only.

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

Est. Time	Item	Subject
	13.	Post-Drought Conditions and Future Water Management
	14.	Post Drought Customer Survey
	15.	FY 2022/23 End of Year Progress Report - Water Conservation and Public Communications
	16.	FY 2022/23 End of Year Progress Report - Water Quality
	17.	MISCELLANEOUS Disbursements – Dated August 17, 2023 Disbursements – Dated August 24, 2023 Disbursements – Dated August 31, 2023 Disbursements – Dated September 7, 2023 Disbursements – Dated September 14, 2023 Monthly Progress Report AR Coalition AB 30 Support Letter AWWA Utility Advisory – Letter to U. S. President Biden about PFAS U.S. Seasonal Drought Outlook – August 31, 2023 <u>News Articles:</u> Marin IJ – Marin Municipal set to start study of new supply options – DROUGHT RESPONSE Marin IJ – Water suppliers in Marin keep eye on talks for dam – NORTH COAST Marin IJ – Utility to convert dormant tunnel to water storage – MMWD Marin IJ – Plan looks to Sonoma for getting more water – MARIN MUNICIPAL Marin IJ – Increase sought in water savings – STATE REGULATIONS Marin IJ – Transition to smart meters will face delay – MMWD Politico – Keep off the grass WaterNews Network – New California law taps science to improve water management CalTrout News – Dam Removal on the Eel is Closer Than Ever <u>Social Media Posts:</u> NMWD Web and Social Media Report – August 2023
5:30 p.m.	18.	ADJOURNMENT

1

1 **DRAFT**
2 **NORTH MARIN WATER DISTRICT**
3 **MINUTES OF REGULAR MEETING**
4 **OF THE BOARD OF DIRECTORS**
5 August 15, 2023

6 **CALL TO ORDER**

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

12 District employees Robert Clark (Operations and Maintenance Superintendent), Chris
13 Kehoe (Construction Superintendent) and Tim Fvette, Senior Engineer, were also in attendance.

14 Jeff Tarantino and Jeff Lewandowski of Fryer & Laureta, District consultant, were also in the
15 audience.

16 **MINUTES**

17 On motion of Director Joly, seconded by Director Baker, the Board approved the minutes
18 from the July 18, 2023 meeting as presented by the following vote:

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

20 NOES: None

21 ABSENT: None

22 ABSTAIN: None

23 **GENERAL MANAGER'S REPORT**

24 Tony Williams informed the Board that he and Eric Miller met with Assemblymember Damon
25 Connolly in July. They discussed infrastructure funding, the North Marin Aqueduct Landslide, and
26 dam safety. Mr. Connolly said that he would like to come and see the Stafford dam and treatment
27 plant.

28 Mr. Williams said that on August 9 he met with County Office of Emergency Management
29 Director, Steven Torrence, for a coordination meeting. They discussed dam safety.

30 Mr. Williams said the current Drought Ad-Hoc Committee is made up of himself, Director Joly
31 and Director Petterle and that they met on August 10. He said he will bring an item regarding this to
32 a Board meeting in September.

33 Mr. Williams also said that labor negotiations are still ongoing and that the salary survey will
34 be delivered soon. There will be a closed session scheduled in November.

35 **OPEN TIME**

36 President Fraites asked if anyone in the audience wished to bring up an item not on the
37 agenda and there was no response.

1 **STAFF/DIRECTORS REPORTS**

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

3 Eric Miller gave an update on the North Marin Aqueduct Landslide. He said that Caltrans is
4 almost done with the retaining wall, and completion and re-opening of the road is planned by the
5 end of September. Director Baer asked if there were any recent photos and Mr. Miller said he can
6 email some to him. Sometime in late September or early October North Marin will do an
7 assessment to determine if any of the pipeline needs to be replaced. Director Joly inquired about
8 rain and the complications from it. Mr. Miller said it could complicate things a little but we will still be
9 able to do an assessment.

10 Director Joly asked about the broken water line at Stafford Lake. Tony Williams said that we
11 are coordinating with the County of Marin, but there is no resolution as of yet. There are temporary
12 facilities in place. There is also a possibility of the County drilling a well.

13 **CONSENT CALENDAR**

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

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

17 NOES: None

18 ABSENT: None

19 ABSTAIN: None

20 **NMWD ADMINISTRATION AND LABORATORY UPGRADE PROJECT – ARCHITECTURAL**
21 **SERVICES CONTRACT AMENDMENT**

22 The Board approved the agreement with Noll & Tam (N&T) at the November 17, 2020 Board
23 meeting for an amount of \$1,245,000. The first amendment was approved in the amount \$47,738
24 which was necessary for N&T to support the District bridge the gap between final design and project
25 bidding. The second amendment was approved in the amount of \$380,977 for support services
26 during construction, and was related to the original project schedule with an initial completion date of
27 September 2023.

28 Staff is now proposing a third amendment with a not-to-exceed fee of \$178,700 and a scope
29 that includes architectural and engineering services support through the current estimated project
30 completion date of February 2024.

31 Director Eichstaedt commented that including a rate of charges is usual, but it was not
32 present in the consultant's amendment proposal however, he is comfortable with the cost of work
33 but would like to see how the costs were built. Director Joly asked about the contract increase. Mr.
34 Miller said that the first two amendments were for construction support services and that this third
35 amendment is due to the 5 months' extension of the project. Director Petterle noted that a separate

1 agreement for construction phase services, separate from design, would have been easier to portray
2 costs.

3 **ACTION CALENDAR**

4 **BID ADVERTISEMENT AND DELEGATE AUTHORITY TO AWARD CONSTRUCTION**
5 **CONTRACT FOR OCEANA MARIN TREATMENT AND STORAGE POND REHABILITATION**
6 **PROJECT (BUDGETED FY23/24)**

7 The District's Oceana Marin treatment and storage ponds project, which is partially funded
8 through a Federal Emergency Management Agency (FEMA) Hazard Mitigation Grant Program is
9 currently ready to be publicly advertised for bidding.

10 Staff is proposing that the Board authorize the General Manager to award the contract to the
11 lowest responsive and responsible bidder, allowing the project to begin sooner and enabling
12 ordering of long-lead-time materials. In the event that the lowest bid exceeds the engineer's
13 estimate by more than 10 percent (\$1,980,000), the General Manager will not award the contract but
14 rather staff will return to the Board seeking guidance on how to proceed.

15 Director Petterle questioned if pre-authorizing the delegation of authority to award the project
16 and Tony Williams said that he will confirm with our legal counsel. Director Joly said he would
17 approve as long as this was not setting a precedent. Mr. Williams said we would only request
18 something like this when time was of the essence for the project to proceed which is the case due to
19 the grant timeline. Director Baker asked when the construction would start and Mr. Miller said the
20 hope is to start in February 2024, weather permitting.

21 On the motion of Director Joly, and seconded by Director Baker, 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 **LYNWOOD PUMP STATION REPLACEMENT PROJECT – PRESENTATION OF PRELIMINARY**
28 **ENGINEERING ASSESSMENT AND CONSULTING SERVICES AGREEMENT AMENDMENT**

29 The Board approved an agreement with Freyer and Laureta, Inc. (F&L) in September 2022
30 to evaluate replacement of the Lynwood Pump Station. Evaluation of findings and a
31 recommendation have been documented in a draft technical report and, once finalized, will serve as
32 a basis for subsequent project phases including compliance with the California Environmental
33 Quality Act (CEQA), final design, and construction. Staff is recommending that F&L provide
34 consulting environmental services for the project. This would necessitate an amendment to F&L's
35 current contract.

1 Tim Fuelle gave a brief overview of the project before F&L, led by Jeff Tarantino gave their
2 presentation. He explained that the current location poses many challenges. Director Petterle
3 stressed that how the architectural aspects of the final pump station are very important and must be
4 a priority. Jeff Tarantino went over three alternative sites for the new Lynwood Pump Station in the
5 presentation. Director Baker said he was very impressed with the presentation, especially the
6 animations, and the information for the alternative sites. Director Joly asked about the costs and
7 Tim Fuelle addressed his question. Of the three sites, Alternative 3 looked to be the best choice but
8 is likely to be the most expensive. The estimated total costs, which include all soft costs, range from
9 approximately \$4M to over \$9M when comparing alternatives 1 through 3. Director Joly asked if
10 there is a possibility funds, such as grants, could be obtained, but Mr. Williams said that it was
11 unlikely but that staff is always keeping attuned to grants. He also noted that CEQA could impact
12 the decision on which alternative could be chosen and emphasized that the Board doesn't need
13 choose an alternative tonight.

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

16 AYES: Director(s) Baker, Eichstaedt, Fraiters, Joly and Petterle

17 NOES: None

18 ABSENT: None

19 ABSTAIN: None

20 Mr. Tarantino and Mr. Lewandowski left the meeting.

21 **RESPONSE TO MARIN CIVIL GRAND JURY REPORT – DAM AND RESERVOIR SAFETY JUNE**
22 **27, 2023**

23 Tony Williams gave a brief overview of the report by the Marin Civil Grand Jury. He said
24 there are many errors in the report that can mislead the public and the corrections are noted in the
25 draft transmittal letter. In the report there are five findings and six recommendations. The District
26 partially disagrees with some of the findings, particularly with Finding 4 which refers to FEMA and
27 National Flood Insurance maps which may not have entirely incorporated the most recent dam
28 inundation maps and are not available on the District's website. He said that we have a dam safety
29 sheet on the website. Mr. Williams noted a joint effort between the District and the Marin County
30 Flood Control District to extend their existing Novato Creek hydraulic model above the dam. Once
31 this work scope is finalized, the item will be brought back to the Board for consideration as part of
32 the Stafford Dam Adjustable Spillway Gate project. Director Joly said that he would ultimately like
33 the hydraulic modeling results brought back at a later meeting.

34 On the motion of Director Joly, and seconded by Director Eichstaedt, the Board approved by
35 the following vote:

1 AYES: Director(s) Baker, Eichstaedt, Fraites, Joly and Petterle
2 NOES: None
3 ABSENT: None
4 ABSTAIN: None

5 **MEMORANDUM OF UNDERSTANDING (MOU) BETWEEN SONOMA COUNTY WATER AGENCY**
6 **AND THE DANISH CONSULATE: AUTHORIZE THE PRESIDENT TO SIGN THE MOU**

7 North Marin Water District has been invited by Sonoma Water to consider signing a
8 Memorandum of Understanding (MOU) with the Danish Consulate in Silicon Valley. The purpose of
9 the MOU encompasses cooperation and knowledge sharing on topics such as climate resilience,
10 water management, environmental protection and governance practices.

11 Mr. Williams said this is a great opportunity and that there is no financial commitment. The
12 other water contractors that are a part of this MOU are Valley of the Moon Water District and Santa
13 Rosa Water, in addition to Sonoma Water.

14 On the motion of Director Petterle, and seconded by Director Baker, the Board approved by
15 the following vote:

16 AYES: Director(s) Baker, Eichstaedt, Fraites, Joly and Petterle
17 NOES: None
18 ABSENT: None
19 ABSTAIN: None

20 **AUTHORIZE THE GENERAL MANAGER TO VOTE FOR ACWA REGION 1 NOMINATING**
21 **COMMITTEE'S RECOMMENDED SLATE OF CANDIDATES**

22 The District is an active member of the Association of California Water Agencies (ACWA)
23 and staff participates in various ACWA committees; follows legislative or regulatory issues, and
24 attends ACWA hosted conferences. ACWA divides the state of California into 10 regions. The
25 District falls within Region 1. Tony Williams told the Board that he was on the nominating committee
26 and that, among others, David Rabbitt, Director for Sonoma Water, and Jennifer Burke, Director of
27 Water at the City of Santa Rosa, are on the ballot running for officers and he requested
28 authorization to vote for the nominating committee's recommended slate of candidates on the ballot
29 for the upcoming two-year term.

30 On the motion of Director Petterle, and seconded by Director Eichstaedt, the Board approved
31 by the following vote:

32 AYES: Director(s) Baker, Eichstaedt, Fraites, Joly and Petterle
33 NOES: None
34 ABSENT: None

1 ABSTAIN: None

2 **INFORMATION ITEMS**

3 **POTTER VALLEY PROJECT UPDATE**

4 Tony Williams gave an update on the Potter Valley Project (PVP) and said that recently a
5 group which includes Sonoma Water, the Mendocino Inland Water & Power Commission and the
6 Round Valley Indian Tribes, has given a proposal to PG&E to preserve some of the PVP facilities as
7 part of the decommissioning. There needs to be a majority vote of the water contractors for Sonoma
8 Water to be part of a final ownership of the facilities per the Restructured Agreement for water
9 supply among the water contractors.

10 **ADMINISTRATION & LABORATORY UPGRADE PROJECT – CONSTRUCTION UPDATE**

11 On April 29, 2022, the Board approved award of a contract to D.L. Falk Construction Inc. for
12 the construction phase of the Administration and Laboratory Upgrade Project. The construction
13 phase began with a pre-construction meeting on June 21, 2022. Since that meeting, District staff
14 has been very involved in coordination with the design team, construction administrator and the
15 contractor. The most recent schedule indicates project completion in February 2024.

16 Eric Miller gave a quarterly update presentation to the Board on the project. He provided a
17 project update at the May 16, 2023 Board meeting and plans to continue providing quarterly
18 informational presentations to the Board.

19 **WAC/TAC DRAFT MEETING MINUTES – MAY 1, 2023**

20 The minutes of this meeting reflected that the following topics were discussed: Water Supply
21 Condition and Temporary Urgency Change Order, Sonoma Marin Saving Water Partnership,
22 Sonoma County Water Agency (SCWA) Local Hazard Mitigation Plan Update, Russian River Water
23 Forum Update, Biological Opinion Status Updates, Potter Valley Project Update, SCWA
24 Government affairs Update, and Integrated Regional Water Management Plans) Update.

25 **TAC DRAFT MEETING MINUTES – JULY 10, 2023**

26 The minutes of this meeting reflected that the following topics were discussed: Water Supply
27 Conditions and Temporary urgency Change Order, Biological Opinion Status Updates, Potter Valley
28 Project Update, Russian River Water Forum Update, Recap of Sonoma / Santa Rosa and Water
29 technology Alliance of Denmark Workshop on Resilience and Next Steps, and SCWA Government
30 Affairs Update.

31 **NBWA AGENDA – AUGUST 4, 2023**

32 The North Bay Watershed Association's August 4, 2023 agenda included a guest
33 presentation on Regional Workforce Development for the Water Industry: Attracting and Retaining
34 the Workforce of the Future. Director Fraites, who attended the meeting, said this presentation

1 given by BAYWORK, noted that between 2021 and 2031 as many as 300,000 job openings will be
2 occur in the water and sewer districts. They train employees of districts on obtaining necessary
3 licenses. Another presentation was given on Ecological Workforce Development Overview, and the
4 Executive Director's Report.

5 **MISCELLANEOUS**

6 The Board received the following miscellaneous items: Disbursements Dated July 27,
7 August 3, and August 10, 2023, Monthly Progress Report, Auditor-Controller's Monthly Report of
8 Investments for June 2023, FY23 4th Quarter Labor Cost Report, Climate Prediction Center ENSO
9 Diagnostic Discussion, Potter Valley Project – Long Term Variance Letter: Sonoma Water, and
10 Potter Valley Project – Long Term Variance Letter: PG&E.

11 The Board also received the following news articles: Marin IJ – Council appoints interim
12 manager of public works – NOVATO, Marin needs to solve issue of confusing, varied ADU fees –
13 DICK SPOTSWOOD. Pt. Reyes Light – How 'poor' Inverness got its water system, Rodoni aide
14 departs office. Sonoma County Gazette - Sonoma County's water supply on the line: the
15 implications of PG&E's spin-off proposal. Press Democrat – Sonoma, Mendocino county water
16 managers propose pathway for continued Eel River diversions.

17 The Board also received the NMWD Web and Social Media Report – July 2023.

18 **ADJOURNMENT**

19 President Fraites adjourned the meeting at 6:15 p.m.

20 Submitted by

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Eileen Mulliner
District Secretary

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DRAFT
NORTH MARIN WATER DISTRICT
MINUTES OF SPECIAL MEETING
OF THE BOARD OF DIRECTORS
September 12, 2023

CALL TO ORDER

President Fraites called the special 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, AGM/Chief Engineer Eric Miller, Auditor-Controller Julie Blue. District employee Karen Clyde, HR/Safety Manager, was also in attendance. Chris Boucher of Boucher Law, PC was also in attendance.

OPEN TIME

President Fraites asked if anyone in the audience wished to bring up an item not on the agenda.

Ed Campos, 802 Juniper Pl, was present and said that there is a leak at his property. When it first started he said it was about 1/10 gallons per minute (gpm) and acknowledged that it was located after the meter which was verified by two District employees. He said it is now about ¼ gpm. He has contacted his HOA (Collins Management) several times but has not gotten any resolution. He would like to get the leak repaired since it is a waste of water. He also said that his understanding is that underground issues are not the responsibility of the owner, but that of the HOA. Mr. Campos asked the District if they would reach out to the HOA to request that they deal with the issue. Tony Williams said that we will follow up. Mr. Campos left the meeting.

CLOSED SESSION

President Fraites recessed the Board into closed session at 4:08 p.m. in accordance with California Government Code Section 54957.6 for Conference with Labor Negotiators (Christopher Boucher, Tony Williams, Eric Miller, Julie Blue, and Karen Clyde) for discussion and to provide direction.

OPEN SESSION

President Fraites reconvened the Board of Directors to open session at 5:11 p.m. President Fraites stated that there was no reportable action taken in closed session.

ADJOURNMENT

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

Submitted by

Eileen Mulliner
District Secretary

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**MEMORANDUM**

To: Board of Directors September 19, 2023
From: Ryan Grisso, Water Conservation Coordinator *RG*
Subject: Approve Text for Fall 2023 Novato "Waterline", Issue 51
V:\Memos to Board\Fall 2023 Novato Waterline Text.doc

RECOMMENDED ACTION: Approve Fall 2023 Novato "Waterline" Text

FINANCIAL IMPACT: \$9,000 (Included in FY 2023/2024 Budget)

Draft text and design for the Fall 2023 Novato "Waterline", Issue 51 is attached for your review. This issue includes a General Manager message on the District response to the Redwood Boulevard landslide and local and regional water supply updates, advertisement for the customer survey, water conservation program offerings to the customers, the Watersmart AMI Portal access, the Low-Income Rate Assistance Program and the Cash for Grass and Mulch Rebate Programs. Should any Board member have individual comments please provide them to the General Manager at the Board meeting on September 19, 2023 or no later than September 21, 2023. It is expected the Fall 2023 Novato "Waterline" will be mailed by the first of October 2023.

RECOMMENDATION

Board authorize General Manager to approve final text and design of Fall 2023 Novato "Waterline", Issue 51.

ATTACHMENT

1. Draft Fall Waterline newsletter

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

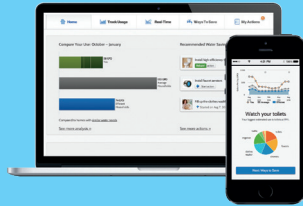
Save up to
\$90 a year.

PRSR STD
US POSTAGE
PAID
UNICORN GROUP
ECRWSS

POSTAL CUSTOMER

Have you signed up yet to access your water use?

We encourage you to sign up and log in on the AMI system 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 leak events.



Please visit the District's website at nmwd.com to learn more about accessing the WaterSmart Portal (and online bill pay).

Read Our Annual Report

Visit nmwd.com/about/documents or scan the code below.



For more info visit nmwd.com/drought



NORTH MARIN
WATER DISTRICT

The Waterline

Novato Service Area Newsletter | Issue 51



NORTH MARIN
WATER DISTRICT

Being Prepared and Planning Ahead

Tony Williams, General Manager

In March of this year, a major landslide occurred on the east side of Mount Burdell damaging portions of Redwood Boulevard south of Olompali State Park. The District's North Marin Aqueduct, a 30-inch to 42-inch diameter pipeline that delivers Russian River water from Sonoma Water, extends from Petaluma to the north end of Novato generally alongside Highway 101 and portions are within Redwood Boulevard where the slide occurred. Thanks to the prior training and awareness of staff and execution of the District's Emergency Operations Plan, as well as the skill and leadership of local responders, especially the Novato Fire District and the North Bay Incident Management Team, a swift and comprehensive response and recovery minimized impacts to the delivery of water. A final engineering assessment is planned for late September and if needed, we are prepared to replace a segment of the pipe.

The landslide incident illustrates the importance of water supply and the vulnerabilities associated with transmitting, storing, and distributing that water. Fortunately, the Novato area has a local water supply, Stafford Lake. However, as early as the 1950s soon after Stafford Dam was built, additional sources of supply were being explored. Because of this, North Marin Water District developed a partnership with Sonoma Water and has been importing Russian River water since the North Marin Aqueduct opened in 1961. Our recent Local Water Supply Enhancement Study determined that other local supply options are limited, however, we are conducting engineering and environmental evaluations for the Stafford Dam Adjustable Spillway Gate project which could add 725 acre-feet (or

236 million gallons) to Stafford Lake's storage. We hope to determine the final feasibility in early 2024.

Sonoma Water is entering the second phase of a Water Supply Resiliency Study looking closely at risks and vulnerabilities from another natural hazard: an earthquake event. Last year they completed a drought-resiliency component which identified alternatives to drawing water from the Russian River as well as management strategies for Lake Mendocino and Lake Sonoma. The Eel River may seem far removed from Marin County but water transfers into the Russian River via PG&E's Potter Valley Project (PVP) have been an important part of the overall water balance. In early August, Sonoma Water, in partnership with the Mendocino County Inland Water & Power Commission and the Round Valley Indian Tribes, announced a proposal to retain key elements of the PVP in light of PG&E's plans to decommission it after approval of a formal plan to be submitted in January 2025. We will continue to monitor and participate in this process over the next two years.

Lastly, we want to thank our customers again for conserving water during the previous drought and continuing to use water efficiently in 2023 following the end of the drought, even though formal water use prohibitions ended in early 2023. Please consider participating in our customer survey to help guide understanding of our customer's needs in regard to water supply, future water conservation programs, customer communications, and thoughts on other District operations and functions.

ATTACHMENT 1

North Marin Water District Outdoor Conservation Programs

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 on drip irrigation. 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 and re-landscaping plan approval are required for participation. The District also has a 'Lawn Be Gone' sheet mulching program - visit nmwd.com for details.

Mulch 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 for details on participation. Please remember to follow the Novato Fire Department's guide for mulch application in proximity to your house.



(Drip irrigation and other eligible equipment and materials also rebated through the Water Smart Landscape Efficiency Rebate Program.)

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.



Pool Cover Rebate

Rebate available for installing a new solar or safety pool cover with non-netted 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 qualified 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

We want to hear from you!

Customer Survey

Fill in our customer survey to help us better understand our customer's needs for water supply, future water conservation programs, customer communications and thoughts on other District operations and functions.

Visit nmwd.com/surveylink
or scan the code
to fill in our survey.



Pay your bills online, sign up for autopay and paperless billing.

Visit onlinebiller.com/nmwd



7



MEMORANDUM

To: Board of Directors September 19, 2023

From: Eric Miller, Assistant General Manager/Chief Engineer *EM*
 Avram Pearlman, Associate Engineer *AP*

Subject: Construction Management Services for Crest Pump Station with GHD, Inc. (GHD)

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RECOMMENDED ACTION: That the Board authorize the General Manager to execute an agreement with GHD for consulting services to perform construction management and engineering support

FINANCIAL IMPACT: \$190,000 (included in FY 23/24 budget)

Discussion

The District has historically relied on consultant services via qualified engineering and other professional services firms to assist with the planning, engineering support, design and construction management of Capital Improvement Program (CIP) projects or special studies to supplement in-house staff.

In February 2023, staff solicited proposals from three (3) qualified firms to provide bidding support and construction management services for the construction phase of an upcoming District project known as the Crest Pump Station. Two (2) of the three (3) firms solicited ultimately opted not to submit a proposal. Both firms cited a shortage of staff resources as the determining factor in their decision. Although GHD was the only firm to submit a proposal pursuant to our solicitation, they have a history of providing high-quality services to the District and the information contained within their proposal demonstrated a solid understanding of the project and the services needed by the District.

In March 2023, in the interest of maintaining the project schedule, the District authorized Task 1.2 – Constructability Review, Cost Estimate, and Schedule, and Task 1.3 – Bid Period Support, under a separate Task Order using an existing on-call contract with GHD. Since that time, the District has modified the contract documents to incorporate value engineering suggestions from GHD and to improve overall constructability of the pump station. Those documents have been finalized and authorization to solicit public bids will be requested under a separate Board action.

Consulting Agreement

GHD's scope of services covered under this agreement includes all other tasks identified in their proposal, included as an attachment, starting on page 15; full project management during the construction phase, contract management, coordinating meetings, documentation, evaluation of work performed, progress payments, responding to requests for information by the contractor, preparing contract change orders, ensuring compliance with project requirements, and closeout.

The total estimated cost for construction management services provided by GHD is \$174,626 and the work is planned to coincide with the construction phase of the Crest Pump Station project, planned for completion in September 2024.

Financial Impact

The approved line item in the FY23/24 CIP budget for this project is \$1,500,000, which includes staff's combined estimate for construction costs and soft costs. The total amount of \$190,000 for this action includes the estimated fee for construction management services of \$174,626 and a contingency of \$15,374.

As construction duration will likely span into the following fiscal year, staff will ensure adequate funding is included in the proposed FY 24/25 CIP budget.

Recommendation

That the Board authorize the General Manager to execute an agreement with GHD for consulting services to perform construction management and engineering support for the Crest Pump Station project with a not to exceed limit of \$190,000 through June 30, 2025.

Attachments

1. GHD – Crest PS Proposal, dated March 10, 2023
2. GHD – Updated Fee Proposal, dated September 5, 2023
3. Draft Consulting Services Agreement for GHD



Proposal for

Crest Pump Station

Bidding Support, Construction
Management, and Inspection Services

North Marin Water District

March 10, 2023



→ The Power of Commitment



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GHD Inc.
2235 Mercury Way, Suite 150
Santa Rosa CA 95407
www.ghd.com

March 10, 2023

Avram Pearlman
North Marin Water District
apearlman@nmwd.com

RE: Crest Pump Station - Bidding Support, Construction Management and Inspection Services

North Marin Water District's Crest Pump Station project will replace the existing School Road Pump Station, providing:

- Improved resilience to seismic events
- Increased pump efficiency, reducing energy costs
- Improved worker safety and access
- Redundant pumping capacity for improved reliability
- Improved fire flow

GHD understands the challenges of the project, since we have completed similar work for other Districts. We are ready, enthusiastic and well-qualified to assist the City with this improvement project.

We recognize that the District is looking for a highly qualified consultant to provide efficient bidding support, construction management and inspection services; maintain effective coordination with District staff; and meet the project objectives for the benefit of the ratepayers. GHD will work together with the District and the Contractor to achieve the project goals while also meeting cost, quality, and safety objectives. We are eager to provide those services and are proposing a local team uniquely suited for this project. Our efficient, highly qualified, and focused team has experience with similar work and is available to serve the District.

We are confident the GHD Team is the most qualified firm for this Project. We meet the City's needs as follows:

a. Qualifications of Project Team

We have selected the proposed construction management and inspection professionals for their directly applicable experience. Our team has worked together before and collectively our key team members offer decades of experience. Highlights of the value our team members offer include:

- Project and Construction Manager Jim Winter brings experience in managing all types of construction projects including water tanks (concrete and steel), pump stations for water, storm drain, and sewer, well construction, control buildings, water and sewer pipeline installation among other projects. He has completed these projects in Cities of Sonoma, Rohnert Park, Healdsburg, Petaluma, and special districts.
- Inspector Heather Lugassy is an amazing fit for this project - she has directly applicable experience, lives in close proximity to the site, and has the schedule flexibility to be on-site whenever needed but away from the job during gaps in activity.

c. Availability and ability to perform the Scope of Services in a timely manner

As this solicitation is early in the construction season, our team has great availability to meet anticipated project needs. We have the deep bench required to always be available when you need us.

We are sensitive to schedule and budget priorities, and we offer strong project management to keep projects on track.

d. Work Plan (Understanding of the work to be done)

Our standard work approach aligns well with the City's approach to construction projects. We will work with the Contractor toward a successful project while monitoring for compliance with the contract documents.

e. Experience with similar kinds of work

Key members of the GHD team have decades of experience with similar kinds of work. Further, we have a record of successful public outreach and will go the extra mile to address any resident's concerns.

f. Demonstrated technical ability

The GHD team's technical ability is perfectly aligned to the requirements of this project. We understand the traffic control challenges, as well as opportunities to minimize impacts to the traveling public

g. Reference response and demonstrated performance.

GHD is proud of our reputation for providing quality planning, design and construction management expertise in all facets of project implementation. We encourage you to talk with some of our clients about our performance on recent similar projects. There is no better proof of our work than direct testimonials from our clients.

Our proposal and attached cost proposal is valid for a minimum of 90 days. I am authorized to bind the firm and am also the primary contact for our team. Please let me know if you have any questions or need any further information.

Thank you for the opportunity to present our qualifications for this important project.



Jane Rozga, PE, Principal
Project Director
2235 Mercury Way, Suite 150
Santa Rosa, CA 95407
Jane.Rozga@ghd.com
707.236.1530

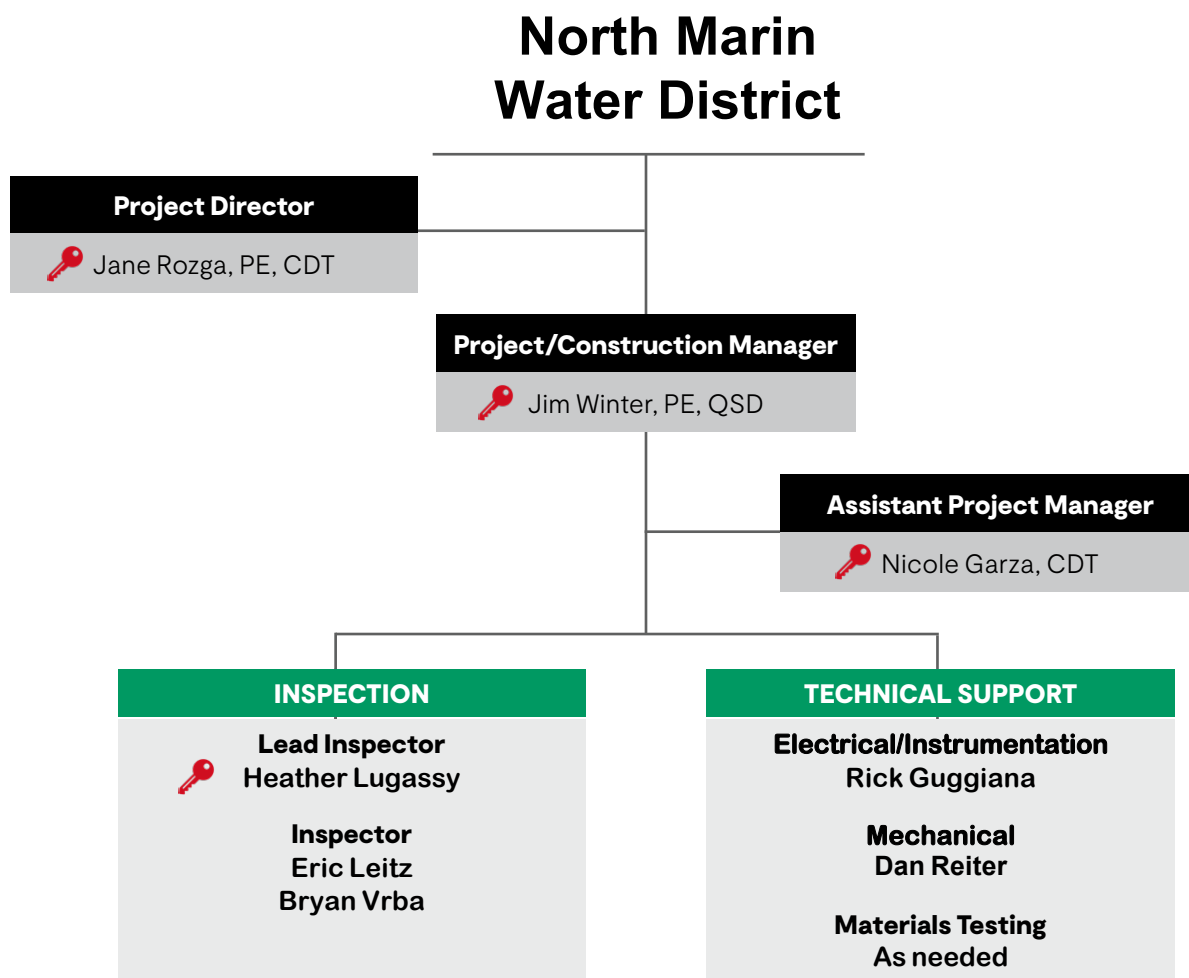
2.


→Project Team

GHD's key personnel bring unmatched value to your project

GHD has assembled a talented team of experts with an emphasis on demonstrated technical ability, construction knowledge, project management success, and proven track records. Our key personnel have developed valuable skills to efficiently complete complex, high-profile projects by integrating seamlessly and operating as an extension of agency staff.

Resumes for our key team members are included in Appendix A, identifying education, professional credentials, licensing and experience working on similar projects.



 Key Team Member

GHD acknowledges that there will be no change of key personnel, once our proposal is submitted, without the prior approval by the District

About GHD

Established in 1928, GHD is an international engineering firm owned by our people, operating across five continents. Our people can offer decades of knowledge, as well as a deep understanding of the challenges facing businesses and communities today. We deliver projects with high standards of safety, quality and ethics across the entire asset value chain. Driven by a client service-led culture, we connect the knowledge, skill and experience of our people with innovative practices, technical capabilities and robust systems to create lasting community benefits.

Construction Management Services

GHD has completed multiple construction management and inspection projects throughout Northern California. More importantly, we have ample experience in managing

the construction of projects along waterways, working with numerous regulatory stakeholders, engaged concerned citizens and multiple funding sources.

We are a recognized leader in the management of complex infrastructure construction in sensitive areas. This specific expertise has brought us a unique understanding of the key management requirements and responsibilities associated with helping the City implement this project.

We are sensitive to the public and the City's priorities of schedule and budget, and we offer strong project management to keep projects on track. GHD's "total project" expertise and service-oriented approach will be vital to the construction management, inspection and materials testing services for the proposed project.

Project/Construction Manager



Jim Winter, PE, QSD | Project/Construction Manager

Jim Winter has been with GHD since 1988 working in all aspects of the municipal market and has been involved all phases of a project. His experience includes utilities systems, sewer system rehabilitation, project funding, permitting, and overall project management. He has been responsible for scheduling, coordination, cost control, and quality assurance for many multi-disciplinary engineering projects involving daily communication with GHD's civil, structural, electrical, mechanical, and environmental engineering staff, surveying, and CAD technicians, as well as coordination with geotechnical and other subconsultants. Jim has obtained permits from and worked closely with city, county and state permitting agencies, as well as the US Army Corps of Engineers (USACE), California Department of Fish and Wildlife (CDFW), and the State

Regional Water Quality Control Board. Jim's construction management/inspection experience includes quality control of materials and construction methods, compaction testing, field verification of existing utilities and structures, coordination with affected residents to minimize construction impacts, coordination with government agencies and utility companies, contractor submittal reviews, quantity take-offs, and construction surveying and staking. He is extremely empathetic to citizen concerns.

Other commitments and number of hours per week dedicated to this Project:

During the critical construction period of August – October, Jim's only other firm project commitment is approximately 10 hours per week providing construction management support for a canal project in Vacaville.

If either of his other assignments extend beyond their planned July completion, close-out tasks will be completed by other team members. Since Jim is proposed to serve as both project and construction manager, ***we anticipate approximately ten (10) hours per week during the critical construction period. We understand that the needs of the project will vary; Jim is willing and able to devote additional time as needed.***

Qualifications/Accreditations

- BS, Civil Engineering, California State University, Chico, CA, 1984
- Civil Engineer, CA #44268
- Qualified Stormwater Pollution Prevention Plan (SWPPP) Developer #22642

3. → Project Team Qualifications



Team Qualifications

GHD is excited to present our team of local and experienced professionals dedicated to providing an expeditious and seamless delivery of the project. Our multi-personnel approach to managing this project offers efficiency and value, while drawing on decades of applicable experience to overcome potential challenges and provide innovative solutions.

Together, our team brings an exceptional combination of construction knowledge, project management success, and the positive team spirit necessary for successful completion of this project.

Availability

We expect that this project will have gaps between activities and will require a combination of full 8 hour days and partial days, with some intermittent days without on-site activity.

We are fortunate that our project representative, Heather Lugassy, lives in Novato and has the flexibility to be on-site when needed and take time off when her presence is not

needed. She lives close enough that partial days or even multiple trips during a day are not a problem.

The combination of her experience, proximity, and schedule flexibility is invaluable.

Dedication

GHD's team of individuals will be dedicated throughout the project, and no staffing changes will occur without prior approval from the City. This dedicated team approach will ensure project continuity and increased efficiency in project delivery, which will be critical to meeting your project goals.

Project Team Highlight

Our core team members have an amazing history of working together. Jane Rozga and Jim Winter first worked together 30 years ago. Jane, Jim, and Heather Lugassy worked together on a large recycled water pipeline and pumping project 23 years ago. Their experience and team approach will be a significant benefit to this project.



4. Work Plan

4a. Project Understanding

Our experience indicates that this project will likely not be constructed during 8-hour sequential days from start to finish. We anticipate that a variety of subcontractors will be needed for building construction, electrical work, instrumentation, and other technical tasks. Partial days and gaps between activities are likely.

Understanding that flexibility in site representation is key to providing cost effective services, GHD is thrilled to be able to offer Heather Lugassy as our on-site project representative. Heather has directly applicable experience, lives in close proximity to the project, and has the schedule flexibility to be on-site when needed and away from the project when not needed.

Heather will be supported by GHD's multidisciplinary North Bay team, assuring that the District has access to any resources needed for the project.

4b. Project Approach

Construction Management Philosophy: A Healthy Project is a Successful Project!

Application of personal wellness practices to construction projects monitors important functions, provides important information to the team, and facilitates appropriate response to project challenges.

Four key components to GHD's approach:

- Project communication and tracking
- Task planning/problem avoidance
- Problem solving
- Critical response

Project communications and tracking

The most important factor in the success or failure of a construction project is often communications. Clear communication between the contractor, design team, the field staff and the City is critical to understanding priorities and establishing good working relationships that will foster the trust needed to work through significant project issues.

Clear construction documentation is essential to support personal communications and to understand project status. GHD uses document controls to organize critical documents and track critical performance metrics.

Like a Fitbit for your project, document controls:

- Use of a dashboard to provide a quick overview of performance metrics
- Allows users to drill-down into critical data
- Alert and e-mail notification capabilities
- Provides reports that illustrate project performance
- Shares information across the project team

Similar to a focus on healthy personal habits, document controls encourage healthy project habits.

Task planning/problem avoidance

GHD recommends a pre-task planning session prior to the start of a new activity or work with a new crew, similar to an OSHA Job Hazard Analysis. As defined by OSHA:

- A job hazard analysis is a technique that focuses on job tasks as a way to identify hazards before they occur. It focuses on the relationship between the worker, the task, tools and the work environment.

As described by OSHA: "One of the best ways to determine and establish proper work procedures is to conduct a job hazard analysis." Just as a task is evaluated from a safety perspective, GHD recommends meeting with the Contractor to evaluate each new task from a quality control perspective. Assuring that the construction crew has a clear understanding of the work required and the

associated quality control requirements prior to beginning the task is the best way to build quality into a project.

Similar to checking that the necessary PPE's are on-hand as part of a Job Hazard Analysis, a quality control task analysis includes assuring that the necessary tools, materials, and equipment are on-hand, including confirmation that the associated submittals have been approved and any quality control inspections or testing are scheduled.

Spending time before the task to review requirements and anticipate potential challenges is preventive medicine for the project's health.

Problem solving

Despite tracking to encourage healthy project habits and planning to avoid hazards, challenges come up on every project. Like personal care physicians, GHD's construction management team takes an active role in:

- Diagnosing the problem
- Evaluating alternatives

Top 10 Keys to Effective, Efficient Quality Assurance

- 1** Dedication to project success
- 2** Apply practical knowledge base on related experience
- 3** Know contract documents
- 4** Recognize potential issues inherent in work
- 5** Understand construction crew skills, limitations and challenges
- 6** Understand site conditions
- 7** Prioritize based on risk and timing
- 8** Proactive contingency plan
- 9** Make use of resources - personnel and technology
- 10** Clear and timely communications

- Working with the Contractor, City, design team and other stakeholders to identify the solution that will restore a project to health as efficiently as possible

Initiating discussions on contentious issues as soon as they arise can allow resolution of potential claims before the parties become entrenched. GHD fosters a team approach to project issues, so that challenges are less likely to inflame adversarial relationships and have a long-term impact on project success.

Critical response

Sometimes projects are threatened by urgent issues — either due to the actions of one of the project team members, or due to something beyond the control of the team. Regardless of cause, professional relationships, clear communication, and a commitment to project success will allow project participants to work as a surgical team to resolve the issue effectively. Like a critical care unit, GHD has subject matter experts who can be engaged quickly to assist in pinpointing the most urgent steps to minimize collateral schedule and cost impacts.

GHD’s Construction Management Approach – Good for the “Wellness” of Your Project.

Approach to Project Management and Documentation

The success of a construction project is directly tied to the effectiveness of the Construction Management (CM) team, acting in partnership with the District. The CM team must be organized, reliable and flexible, and responsive to the fast-paced daily challenges of a complex construction project.

Meeting those requirements requires efficient access to project information and documentation. Also, critical to solving the challenges associated with any significant

construction project is the ability to communicate effectively and share project information.

We believe strongly in the importance of maintaining accurate and complete project documentation from the beginning of the project to the very end because we rely on that information both for proactive identification of potential problems and to minimize the negative impacts of unforeseen situations.

Construction Management Software



We propose to use PROCORE Construction Management Software as a project management tool and documentation system for this project. PROCORE provides anywhere access to all project documentation for the City, construction manager, design engineer and contractor, through

access from any web-based internet connection. Our clients have found PROCORE to be simple, easy to use and cost-effective. GHD has employed PROCORE on several recent projects and would welcome the opportunity introduce the City to this tool.

PROCORE will be leveraged to keep the job organized and on track. The program provides real-time project updates, which makes for quick turnaround times for requests for information, submittals, pay requests and other communications. We pair the PROCORE system with tablets to allow field staff easy remote access to documentation and the ability to enter daily reports and other information directly into the database. Tracking information in a single place allows greater accountability and facilitates reporting. Major benefits of PROCORE for NMWD include:

- 24/7 web access
- Ability to store and track all project communication and documents automatically
- Customizable security levels
- Ability to conduct global- and document-level keyword searches
- Cost savings by eliminating the need to manually track project information
- Reduced turnaround time for submittals and RFIs
- Significant reduction of shipping and document transportation costs
- Client-friendly user interface

Any documentation system is only as good as the data collected. Construction Management team members are fastidious record keepers from pre-construction photo logs to the final record drawings. Consistency in data entry will facilitate information retrieval long after the project is over.

Our CM team knows how, when and what to document. We know that accurate and detailed field records provide lasting value to our clients. It is these records that resolve construction disputes and support for long-term maintenance and management of valuable NMWD facilities.



West Napa Pump Station - NapaSan, CA

Our entire team understands the importance of thorough and organized documentation and is diligent about maintaining our solid reputation. Construction activities are recorded through:

- An on-site field investigator/observer
- Daily reports
- Photographs/video documentation
- Field changes recorded to plans and specifications
- Materials testing coordination and observation

We conduct quality assurance audits (or check-ups) of our projects to allow early detection of any vulnerabilities in our project record.

Dispute Resolution Process

The GHD CM team will follow the claim resolution procedure provided in Public Contract Code Section 9204. Minimizing the need to use this procedure will allow the full team — Contractor, NMWD, CM team and designers — to focus on successful completion of the project rather than on resolution of disputes. The GHD CM team members' most important characteristics related to dispute avoidance and resolution are positive attitudes and a culture of collaboration.

- **Communication.** Establish and maintain routine communication to build relationships and facilitate the conversations necessary to overcome obstacles, solve problems and neutralize areas of potential dispute.
 - Daily interactions
 - Weekly coordination meetings
 - Monthly progress meetings
- **Issue escalation.** Mutually agree to timeframes to escalate issues for resolution.
 - Empower staff to resolve issues at the lowest practical level
 - Allow any party to decide when to escalate an issue to the next level
 - Elevate quickly if relevant information is known and current level of ownership is unable to resolve an issue
- **Decision-making.** Keep management informed so that efficient decisions can be made when needed by team members not involved in day-to-day activities.
 - Routine progress reports
 - Regular meetings
 - Periodic site visits

Ability to Close-out the Project Efficiently

GHD's construction management practices facilitate effective and efficient project close out by beginning and managing the project with the end in mind. Specific steps include:

- Set up and maintain project files (electronic files and processing through construction management software so documentation is complete and ready to archive.
- Include completion of restoration and clean-up as part of installation pay items to minimize restoration activities at the end of the project.
- Resolve punch list issues during the project; withhold payment as necessary.
- Check record drawing mark-ups monthly as a prerequisite to processing the Contractor's monthly pay request.
- Minimize the number and magnitude of issues to be resolved at the end of the project through effective claims management.

4c. Availability

We are available to conduct the constructability review, support the bid process, and provide construction management and on-site representation in accordance with the District's anticipated schedule:

- Bid phase deliverables April 28
- Mobilization to site July 1



5.

→Reference Projects

References

GHD is proud of our reputation for providing quality planning, design and construction management expertise in all facets of project implementation. We encourage you to talk with some of our clients about our performance on recent similar projects.

There is no better proof of our work than direct testimonials from our clients. **A full 90 percent of our clients are municipal agencies or government entities, and approximately 75 percent of our work comes from repeat clients.** This track record illustrates our in-depth knowledge of specialized engineering services and speaks to our clients' confidence in our ability to deliver a project from planning and implementation, through to completion.





Browns Valley Trunk and West Napa Pump Station Project | Napa, CA

Client

City of Napa

Contact Name/Number

Andrew Damron, Technical Services
Director, Napa Sanitation District
707.258.6000, Ext. 507

Design Fee

N/A

Dates

07/2020 - Ongoing

Actual Construction Cost**Bid amount**

Browns Valley Trunk - \$20,507,752
West Napa Pump Station - \$7,662,305

Final amount including claims

Browns Valley Trunk - \$21,079,681 (not yet final)
West Napa Pump Station - \$7,617,063 (not yet final)

Relevant Team Members

Jane Rozga, Jim Winter, Eric Leitz,
Nicole Garza

Project Description

GHD is just completing construction management services for the Browns Valley Trunk and West Napa Pump Station Project – two projects funded under a single State Revolving Fund Contract, designed by two firms, being constructed by two contractors, but in close proximity and physically connected. The Browns Valley Trunk Project (\$21 million construction cost) was designed by GHD and includes approximately 16,000 feet of pipe ranging in size from 48 to 15 inches in diameter and trenchless crossings of Hwy. 29 and the Laurel/Kilburn intersection with Freeway Drive. Significant project challenges include sequencing construction in consideration of school and retail schedules and coordination with the City.

The West Napa Pump Station (\$7.5 million construction cost) was designed by Hazen & Sawyer and replaces an existing pump station. Construction includes a new 30-foot deep wet well with two 200 HP submersible pumps with variable frequency drives, a valve vault, new electrical building and primary electrical service, an emergency generator, odor control, demolition of the existing pump station and installation of a solar array. Significant project challenges include material delivery delays and labor shortages.

Constructability reviews for both the pump station and the pipeline identified cost-saving opportunities. Additionally, pump station construction required relocation of the existing force main between the existing pump station and the treatment plant. Through close coordination with the Contractor and NapaSan operations staff, GHD spearheaded a change to the bypass plan which allowed work to proceed approximately 1 month earlier than planned, reduced bypassing costs, improved reliability, and eliminated a potential 3 month delay due to Covid supply issues.

Services included facilitating weekly coordination meetings with the Owner, Contractor, designer, and CM staff. Provided periodic site visits to resolve issues and confirm construction in compliance with contract requirements. The construction management team also coordinated extensively with the City of Napa and the Contractor regarding sediment management and traffic control.



Tracen Treatment Upgrade Project – US Coast Guard Training Center, Petaluma CA



The US Coast Guard sought to upgrade the existing wastewater facility at its Training Facility (TRACEN) located in Petaluma to expand treatment and storage capacity. The new wastewater treatment system includes screening, flow measurement, flow equalization, grit removal, activated sludge aeration tanks with Biological Nutrient Removal (BNR) capabilities, secondary clarification, chlorine contact disinfection, tertiary treatment including chemical coagulation, flocculation, sand filtration and UV disinfection. Sludge de-watering is handled with either a belt filter press or sludge drying beds with synthetic media. New HDPE lined storage ponds were constructed for seasonal storage of secondary effluent. Tertiary effluent is used for on-base landscape irrigation.

Project challenges included an aggressive schedule, minimizing impacts to existing operations, construction around endangered species, and extensive coordination with operations staff during testing and start-up.

2018 Treatment Improvements Project – Napa Sanitary District, CA



GHD provided construction management for this project, which included replacing a portion of the influent pipe, replacing valves throughout the plant water system, replacing an effluent pipe header, replacing the wiring throughout the operations building, improvements to the 12kv incoming power service, new variable frequency drives for several pumps, and HVAC equipment and duct replacement for the operations building.

Project challenges included a shutdown of the entire plant to allow replacement of a portion of the single influent pipeline, inaccurate or non-existent record drawings for the existing facilities, and installation of improvements in an operating lab. The shutdown was scheduled to last no longer than 72 hours, with an incentive of \$500 for each hour of early completion up to a maximum of \$12,000. Through careful planning, creative solutions to space constraint challenges, and smooth execution, the Contractor earned the maximum incentive even though the single crew took some time off to sleep. The GHD CM Team coordinated closely with the Contractor and with District O&M staff.



San Anselmo Flood Risk Reduction Project | Marin County, CA

Client

Marin County Flood Control and Water Conservation District

Contact Name/Number

Hugh Davis, Project Manager
415.473.4232
HDavis@marincounty.org

Design Fee

N/A

Dates

07/2020 - Ongoing

Actual Construction Cost

Bid amount

Phase 1 - \$1,187,854
Phase 2 - \$3,878,444

Final amount including claims

Phase 1 - \$1,339,880
Phase 2 - TBD

Relevant Team Members

Jane Rozga, Jim Winter, Nicole Garza,
Eric Leitz

Project Description

GHD provided construction management and inspection services, as well as grant administration, for this project completed in two phases. The first phase, completed in 2020 with a \$1.5 million construction cost, demolished an old nursery site, cleared trees, and included initial excavation, stockpile of reusable material, and disposal of excess dirt.

The earthen storage reservoir is now under construction, with the Phase 1 contractor successfully bidding the second Phase of the work in a \$3.9 million contract.

In addition to excavation and levy construction, phase two work includes installation of weirs, an outlet structure, discharge piping, control gates, access roads, and landscaping.

Challenges for both phases included environmentally sensitive habitat, immediately adjacent neighbors and off-haul logistics.



Scope of Services

Task 1 General

Task 1.1 – Provide Management of GHD Services

GHD project management will include preparing and maintaining budgets and schedules for GHD services, instructions to the GHD Team, preparing field safety instructions, and routine progress reporting.

Task 1.2 – Constructability Review, Cost Estimate and Schedule

GHD will review the plans and specifications, including structural, civil, electrical, and pipeline improvements and identify any opportunities for clarification to improve biddability or for modification to reduce risk, cost, or schedule. The estimate of probable cost and schedule will also be reviewed with the recognition that the current market's volatile prices and material delays reduce the level of accuracy of estimates and increase the need for contingencies.

Task 1.3 – Bid Period Support

Provide as needed support during the bid period, including assisting with the pre-bid meeting, responding to bidder inquiries, preparing addenda.

Task 2 Contract Management

GHD's Construction Management Team (CMT) will act as an extension / adjunct of North Marin Water District staff. The CMT will coordinate with North Marin Water District to discuss project details, review schedules, provide drafts for review and produce final documentation ready for North Marin Water District signature. The CMT will provide periodic updates, coordinate meetings and telephone calls, promptly transcribe meeting notes, and distribute.

The CMT will perform the following services:

Task 2.1 – Provide Project Coordination

Coordinate with North Marin Water District staff to discuss and address issues with the project. This will be accomplished by daily / weekly email updates of the activities that preceded the work accomplished in the time period with issues that occurred. Weekly reports will be provided as needed to supplement weekly meeting minutes.

The CMT will coordinate with project stakeholders as needed and as requested by the District.

Task 2.2 – Prepare and Conduct Pre-Construction Meeting

The pre-construction meeting will include North Marin Water District, the Design Engineer, contractor, and others as requested. The CM will prepare the agenda and meeting minutes. Prior to the Pre-Construction Meeting, the CM will prepare a draft contact list including GHD staff, North Marin Water District staff, contractor and others as appropriate. Contact information will be identified for key personnel from each agency to be contacted in the event of an emergency. The list will be updated, finalized and distributed to all participants after the meeting, as well as to the police and fire departments.

Task 2.3 – Conduct and Document Project Meetings

Conduct weekly progress meetings and other special technical meetings throughout the project. The CM will prepare the agenda, describing key issues, schedule status, and potential change orders, and distribute notes to meeting participants.

Task 2.4 – Review Contractors Construction Schedule

Review the Contractor's project schedule for conformance with the specifications and for reasonableness of activity durations and sequence. The CM will perform the following activities:

- Review the schedule for consistency with project requirements.
- Meet with the contractor to discuss and clarify any significant issues. Review revised schedules. Review work progress as compared to the as-planned schedule and notify contractor of schedule slippage.
- Review schedule to determine impact of the weather and change orders on the construction schedule. Review contractor's updates of the construction schedule that incorporates actual progress, weather delays, and change order impacts.

Task 2.5 – Maintain Project Records

Maintain project records, including daily logs, inspection reports, compliance testing results, photos, measurement of quantities, schedules, submittals, RFIs, RFCs, PCOs, change orders, month pay requests, issues, and correspondence. Project records will be maintained in organized manner for quick reference. The project records are a combination of the web-based management system and our daily detailed field reports.

Task 2.6 – Review and Evaluate Monthly Progress Payments

Review and evaluate monthly progress payment requests submitted by the Contractor, negotiate differences over payment, and recommend payment to North Marin Water District. Quantity vouchers will be checked independently by the CM to monitor quantities paid against estimated quantities.

Task 2.7 – Prepare Monthly Progress Reports

CM will prepare and submit to North Marin Water District a monthly progress report, which will include a construction progress summary and summaries of RFI's, submittals, proposed change orders, and change orders.

Task 2.8 – Respond to Requests for Information (RFI's) and Issue Clarifications

Coordinate, evaluate, and manage the process of responding to RFI's and issuing clarifications. This effort includes receiving the RFI from the Contractor, logging into the system, transmitting it to the Design Engineer for response, coordinating with the Design Engineer on field status, tracking progress, reviewing responses, and transmitting responses to the Contractor.

Task 2.9 – Prepare Potential Change Orders (PCO’s) and Change Orders

Coordinate and manage the change order process, including logging, reviewing them in conjunction with Design Engineer and North Marin Water District, assisting with determination of changed conditions and scope definition as needed, developing independent cost estimates, assisting with negotiation, and incorporating change orders into the construction contract.

Task 2.10 – Coordinate Submittal and Shop Drawing Review Process

Coordinate the submittal and shop drawing review process, including logging submittals from the Contractor, transmitting to Design Engineer for response, coordinating with Design Engineer on field status, tracking progress, reviewing responses, and transmitting responses to the Contractor. Incomplete submittals will be returned to the contractor prior to being submitted to the Design Engineer.

Construction Manager and inspectors will also review submittals of shop drawings, materials, test reports, and manufacturer cut-sheets to understand installation requirements and identify potential issues.

Task 2.11 – Monitor Permit Compliance

Monitor contractor compliance with construction permits, traffic and pedestrian control plans, and environmental compliance. CM will coordinate with the Design Engineer and Inspector/Observer for compliance and will recommend a course of action to North Marin Water District if required measures are not being met by the Contractor.

Task 2.12 – Monitor Construction Record Drawings

CM will require the contractor to maintain construction record drawings in coordination with the progress pay request.

Task 2.13 – Labor Compliance

CM will monitor the Contractor’s certified payroll, spot check to confirm that hours and classifications are consistent with field observations, and track subcontractor documentation.

Task 2.14 – Perform Claims Management

Analyze potential claims for additional compensation submitted during the construction period and make recommendations to North Marin Water District for resolution. Coordinate and monitor claims response preparation, logging and tracking status. The Construction Manager will monitor and assist in mitigating any potential project claim, support in defending any construction claims will be negotiated as an extra service.

Task 3 Field Inspection/Observation

Task 3.1 – Provide Field Inspection / Observation

Provide an on-site construction inspector / observer to monitor the contractor’s work for compliance with the contract documents, submittals, RFIs, change orders, traffic and pedestrian control plan, public outreach plan, environmental compliance, including SWPPP requirements. Construction inspector will be on site full time during most operations and will coordinate with the design team and North Marin Water District staff. Daily effort is assumed to be 8 hours per day for a typical full day of work and may increase to include overtime during heavy work periods. During periods of lessor activity, the inspector’s time will be reduced commensurately.

Daily Reports will include employee names and labor classification, equipment identification, hours that workers and equipment were utilized, weather conditions, and issues, observations, and significant conversations between the inspector and the contractor and public. The report will be a combination of web-based data and written. The daily reports will have photographs and material tags.

Task 3.2 – Prepare Photograph or Video Documentation

Document initial site conditions prior to contractor’s commencement of construction using either still photographs or video and will provide additional photos of progress periodically throughout construction.

Task 3.3 – Materials Testing

Coordinate scheduling of materials testing laboratory to perform quality assurance testing in accordance with the contract documents. Coordinate between testing technicians and Contractor, review results to assure compliance with contract requirements.

Task 3.4 – Develop Punch List

Develop a preliminary punch list for the project and maintain a running punch list through the course of the project. Schedule final completion inspection with District staff and issue final punch list.

Task 3.5 – Compile Final Records

Provide North Marin Water District with a complete set of project records of the project, indexed and filed, and a listing of warranties provided under the project including the items covered and the warranty duration. The documentation will be all in electronic format.

Task 3.6 – Prepare Final Pay Estimates

Prepare the final pay estimate and balancing change orders, prepare the Notice of Completion, and coordinate retention release at the conclusion of construction.

Task 4 Public Outreach

Services related to public outreach during construction will be provided as needed. Effective communication with the public will minimize disruptions and impacts from construction. Field staff will collaborate with the District regarding communications with the neighbors.

Contingency

A contingency is recommended for additional services that may be required for the project. Use of the project contingency will be based on written authorization by North Marin Water District to proceed.

GHD's attached fee proposal was based on this scope and our experience with similar work. We are very open to discuss the level of effort anticipated for the various tasks and adjust as needed to better align with City priorities and expectations.

Assumptions:

- **Means and Methods.** The Contractor is responsible for the means and methods on the project.
- **Control of Contractor's Work.** The Construction Management Team (CMT) does not supervise or direct the Work of the Contractor. The Contractor is solely responsible for and has control over construction means, methods, techniques, sequences, and procedures and for coordinating all portions of the Work under the Contract.
- **Site Safety.** The Contractor is solely responsible for site safety.
- **Compliance with Contract Requirements.** The Contractor will not be relieved of obligations to perform the Work in accordance with the Contract Documents either by activities or duties of the CMT in the CMT's administration of the Contract, or by tests, inspections, or approvals required or performed by persons other than the Contractor.
- **Pipeline work.** District staff will be responsible for inspection of water pipeline work.
- **Material Testing** by others, can be added to our scope upon request.
- Note estimate includes 8 hrs/day inspection for 60 days. Actual need may include some partial days over a longer duration.

→ Appendix A: Resumes





Jim Winter PE, QSD

Project/Construction Manager



Location

Santa Rosa, CA

Experience

33 years

Qualifications/Accreditations

- BS, Civil Engineering, California State University, Chico, CA 1984
- Civil Engineer, CA #44268
- Qualified Stormwater Pollution Prevention Plan (SWPPP) Developer #22642

Key technical skills

- Utilities systems and sewer system rehabilitation
- Project funding and permitting
- Overall project management

Relevance to the project:

Jim Winter has been with GHD since 1988 working in all aspects of the municipal market and has been involved in all phases of a project. His experience includes utilities systems, sewer system rehabilitation, project funding, permitting and overall project management. He has been responsible for scheduling, coordination, cost control and quality assurance for many multi-disciplinary engineering projects involving daily communication with GHD's civil, structural, electrical, mechanical and environmental engineering staff, surveying, and CAD technicians, as well as coordination with geotechnical and other subconsultants. Jim has obtained permits from and worked closely with city, county and state permitting agencies, as well as the US Army Corps of Engineers (USACE), California Department of Fish and Wildlife (CDFW), and the State Regional Water Quality Control Board. He has been active in obtaining funding for and managing projects funded by various agencies, including US Department of Agriculture (USDA), and local assessment districts. Jim's construction management / inspection experience is extensive. This experience includes quality control of materials and construction methods, compaction testing, field verification of existing utilities and structures, coordination with affected residents and business owners to minimize construction impacts, coordination with government agencies and utility companies, contractor submittal reviews, quantity take-offs, and construction surveying and staking. He is extremely thorough in his construction documentation.

Geysers Recharge Project

Role: Resident Engineer

Client: City of Santa Rosa

Location: Santa Rosa, CA

Served as Resident Engineer for three pipeline projects; each pipeline project encompassed approximately eight miles of pipeline. Two projects were generally under construction at the same time. These included:

- Llano/Mark West Segment – Resident Construction Engineer for the \$16M pipeline construction.
- Windsor Segment – Resident Construction Engineer for the \$15M pipeline construction.
- Mid-South Segment – Resident Construction Engineer for the \$16M pipeline construction

The Mid-South Segment included the construction of the Geysers connection to Delta Pond.

San Anselmo Flood Risk Reduction Project – Part 2

Role: Construction Manager

Client: Marin County Water Conservation and Flood Control District

Location: Fairfax, CA

This project was completed in two phases– initial excavation and tree removal the first year with stockpile of reusable material and disposal of excess dirt. The second project began the following year to complete construction of the earthen storage reservoir and install piping, weirs, outlet structure, control gates, and access roads. Challenges included environmentally sensitive habitat, immediately adjacent neighbors, and off-haul logistics.

Browns Valley Trunk and West Napa Pump Station

Role: Project Manager / Construction Manager

Client: Napa Sanitation District (NapaSan)

Location: Napa, CA

The project includes construction management for a three-mile, 18- to 54-inch diameter trunk sewer located in West Napa. The project includes trenchless crossing of Caltrans Highway 29 right

Jim Winter PE, QSD | Project/Construction Manager

of way, extensive traffic control requirements including school and shopping district constraints, environmental mitigation requirements, coordination with City of Napa staff, and State Revolving Fund (SRF) funding. The project also includes construction of a new pump station, demolition of the existing station, and installation of a solar panel array.

Downtown Rohnert Park Infrastructure Improvements

Role: Construction Manager

Client: City of Rohnert Park

Location: Rohnert Park, CA

Served as Construction Manager for 1,900 linear feet of 10-inch diameter water main replacement in State Farm Drive and 3,600 linear feet of new 15-inch diameter gravity sewer main in Enterprise Drive. Work included temporary traffic control and stormwater protection measures.

Eastside Trunk Sewer Phases 1-3

Role: Construction Manager

Client: City of Rohnert Park

Location: Rohnert Park, CA

Served as Served as Construction Manager for these three projects. Phase 1 This project includes 5,169 feet of 42-inch High Density Polyethylene (HDPE)-lined concrete sanitary sewer gravity main with a five-foot-diameter bore below Hwy 101. Phase 2 has 8,600 feet of 24-inch and 1,300 feet of gravity sewer pipe, and Phase 3 has 2,300 feet of 24-inch gravity sewer pipe, complete roadway reconstruction/construction with bridge extension and two traffic signals. The project also included permits, mobilization, temporary utilities, protection of existing improvements, safety, quality control, traffic control, demolition, abandonment, site preparation, sewer flow control, earthwork, open trench construction, temporary shoring and bracing, dewatering, Asphalt Concrete (AC) paving, pavement markings and striping, manhole, sanitary sewers, testing, clean up, and demolition.

River Park Marina

Role: Construction Manager

Client: City of Napa

Location: Napa, CA

Served as Served as Construction Manager for the repair of approximately 1,500 linear feet of shoreline stabilization for a private marina in a tidal zone adjacent to the Napa River. GHD coordinated with the City staff, permitting agencies, and homeowners during construction. The work was pushed into the late fall due to permitting issues that needed to be resolved prior to construction. Permitting the project work required GHD to work closely with regulatory agencies such as the Army Corps of Engineers, Department of Fish and Game, and National Oceanic and Atmospheric Administration (NOAA) Fisheries.

City of Rohnert Park Sewer Interceptor/Outfall Project

Role: Construction Manager

Client: City of Rohnert Park

Location: Rohnert Park, CA

Served as Construction Manager for this project. This project includes 18,000 feet of 30-inch HDPE sanitary sewer force main. The depth of the pipe varies from four to 25 feet and included several jack and bores. The project also included permits, mobilization, temporary utilities, protection of existing improvements, safety, quality control, traffic control, demolition, abandonment, site preparation, sewer flow control, earthwork, open trench construction, temporary shoring and bracing, dewatering, AC paving, pavement markings and striping, manhole, sanitary sewers, testing, clean up, and demolition.

Replacement of Stonecrest Pump Station and Force Main and Silverado Trail Sewer Line Replacement

Role: Construction Manager

Client: Napa Sanitation District

Location: Napa, CA

Served as Construction Manager for the construction of a sewer pump station, force, and gravity main, and demolition of existing pump station and piping. Duties included site observation during of various components of construction, reviewing submittals, responding to Request for Information, issuing change orders, coordinating permits (Caltrans Encroachment, City of Napa, and Bay Area Air Quality Management District Permit), cost estimating for change orders, and coordinating between agencies, designers, and contractors.

Wet Weather Wastewater Treatment and Diversion Facility

Role: Project Engineer

Client: City of Santa Rosa

Location: Santa Rosa, CA

Served as Project Engineer for the design of 4 mg wet sanitary sewer wet weather detention basin, which includes a primary clarifier, and wash down water system. Pump station improvements included pump/motor replacements, addition of an emergency generator, Variable Frequency Drives (VFD's), and new pump station discharge.



Jane Rozga, PE, CDT

Project Director



Location

Santa Rosa, CA

Qualifications/Accreditations

- MBA, Business Administration, University of California, Berkeley, CA 1990
- BS, Civil Engineering, Stanford University, Palo Alto, CA 1984
- Civil Engineer, CA # 39887
- Construction Documents Technologist (CDT), Certified Construction Specifier, and Certified Construction Contract Administrator Construction Specification Institute

Experience

40 years

Key technical skills

- Construction and Project Management
- Planning and Design Services

Memberships

- American Council of Engineering Companies, Fellow
- Construction Specifications Institute

Relevance to the project:

Jane Rozga has over 40 years of broad experience in all aspects of infrastructure engineering, including construction management, project management, planning, and design services. She has special expertise in construction of infrastructure and facilities and the preparation of construction specifications, project delivery, scheduling, and permitting in support of infrastructure projects. Jane is recognized for construction management of complex and controversial projects with environmental, political, regulatory, and technical challenges.

Geysers Recharge

Role: Project Delivery/Construction Manager

Client: Santa Rosa Subregional System

Location: Santa Rosa, CA

Supported design staff and served as one of two construction managers for a project that required 41 miles of 30-inch- and 48-inch-diameter pipeline and four pump stations. Responsible for negotiating permit requirements and coordinating with agency staff, along with the project schedule, construction packaging, and sequencing. Assisted with right of way, environmental and public outreach activities, and specification preparation. As construction manager, continued liaison role for public outreach and permitting activities and was responsible for monitoring compliance with plans and specifications, processing and reviewing submittals, responding to requests for information, reviewing construction schedules, evaluating progress payment requests, and preparing and negotiating change orders on five of ten construction packages. Led resolution of claims and remediation of restoration planting destroyed by a fire during the maintenance period. Construction was completed in 2002 at a construction cost of \$170M.

Challenges included:

- Sensitive environmental habitat, including endangered and threatened species, wetlands, riparian habitat, natural

hazards, and construction of a 30-inch pipeline and pump station in an Audubon National Sanctuary

- Multiple funding sources (State Revolving Loan funds, bonds, and a Department of Energy grant)
- Coordination of numerous interfaces between contractors

Jane's responsibilities included construction of the tie between the Geysers Pipeline and Delta Pond that was constructed as part of the Mid-South segment.

San Anselmo Flood Risk Reduction Project - Parts 1 & 2

Role: Construction Manager

Client: Marin County Water Conservation and Flood Control District

Location: Fairfax, CA

Jane led the constructability review teams that provided review of the drawings and specifications for both construction packages. Results included changes to better align contract requirements with permitting restrictions and improved definition of bid items.

This project was completed in two phases- initial excavation and tree removal the first year with stockpile of reusable material and disposal of excess dirt. The second project began the following year to complete construction of the earthen storage reservoir

Jane Rozga, PE, CDT | Project Director

and install weirs, outlet structure, control gates, and access roads. Challenges included environmentally sensitive habitat, immediately adjacent neighbors, and off-haul logistics.

1,2,3-TCP Remediation Project

Role: Owner's Advisor–Construction Manager

Client: City of Atwater

Location: Atwater, CA

This fast-paced \$25M design-build project provided Granular Activated Carbon (GAC) vessels to treat the City's drinking water at five sites and included extensive raw water and treated water piping between the sites and existing wells. Project challenges included numerous site constraints, pandemic-related supply issues, and coordination with adjacent property owners and projects. The project received a merit award for Engineering Excellence from the American Council of Engineering Companies.

Browns Valley Trunk and West Napa Pump Station

Role: Project Manager / Construction Manager

Client: Napa Sanitation District (NapaSan)

Location: Napa, CA

Jane led the constructability review teams that provided review of the drawings and specifications for both construction packages. Results included changes in pipeline alignment to facilitate construction and reduce traffic impacts and modifications to the connection between the projects to provide additional flexibility during testing and start-up of the new facilities.

The project includes construction management for a three-mile, 18- to 54-inch diameter trunk sewer located in West Napa. The project includes trenchless crossing of Caltrans Highway 29 right of way, extensive traffic control requirements including school and shopping district constraints, environmental mitigation requirements, coordination with City of Napa staff, and State Revolving Fund (SRF) funding. The project also includes construction of a new pump station, demolition of the existing station, and installation of a solar panel array.

2018 Treatment Plant Improvements

Role: Project Manager, Construction Manager

Client: Napa Sanitation District (NapaSan)

Location: Napa, CA

The project includes replacing valves throughout the plant water system, replacing a portion of the influent pipe, replacing an effluent pipe header, replacing the wiring throughout the operations building, improvements to the 12kv incoming power service, and HVAC equipment and duct replacement for the operations building. Work required numerous shutdowns and close coordination with operations and maintenance staff.

American Basin Fish Screen and Habitat Improvement Projects

Role: Design Manager, Construction Manager

Client: Natomas Mutual Water Company

Location: Sacramento, CA

The Pritchard Pumping Plant includes a new pile-supported concrete-topped steel support structure, two 350-hp axial mixed flow pumps (150 cfs permitted capacity), self-cleaning tee-shaped wedge wire fish screens, and a control building.

The Sankey Diversion included two pile-supported concrete access bridges, vertical plate fish screens to protect fishery resources in the Sacramento River, and a control building. The pumping system includes a large concrete forebay/intake structure founded on driven piles and constructed within a sheet pile cofferdam. The facility includes five 400-hp vertical turbine pumps (434 cfs permitted capacity), wedge wire screens, and five 42-inch through 54-inch diameter welded steel discharge pipelines that extend across the flood control levee, in full compliance with US Army Corps of Engineers levee crossing requirements. Sankey Canal construction included two miles of new earthen irrigation canal, connections to and crossings of existing canals, and hibernacula and wetlands plantings.

Challenges for both projects included:

- Construction within the Sacramento River and endangered species habitat
- Construction within the flood plain during winter months

Project development responsibilities for the Pritchard Project included development of priorities, identification of alternatives, coordination with regulatory agencies and funders, permit applications, and preparation of budgets and schedules. Design management responsibilities for the Pritchard project included scheduling, budgeting, and overall quality control, as well as coordination between technical staff, the owner, regulators, and the finance manager.

Construction management responsibilities for both the Sankey and the Pritchard projects included coordination of contractor activities, compliance with environmental requirements, observation of construction, resolution of issues, processing and reviewing submittals, responding to requests for information, reviewing construction schedules, evaluating progress payment requests, and preparing and negotiating change orders. Also responsible for coordination with staff, resource agencies, permitting agencies, and funders.



Heather Lugassy, CDT

Inspector



Location

Santa Rosa, CA

Experience

1 years

Qualifications/Accreditations

-

Key technical skills

- T
- E
- Construction Inspection

Certifications / Trainings

- T
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Relevant experience summary

Ellis Creek Water Recycling Facility

Role: |
 Client:
 Location: |

On-Call Inspection Services

Role: |
 Client:
 Location:

Nathanson Creek Retaining Wall Repair

Role: |
 Client:
 Location:

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South Segment Sewer Main Replacement

Role: I

Client:

Location:

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Pepper Drive Sewer Improvements, Phase 2

Role: I

Client:

Location:

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Geysers Recharge Pipeline and Pump Stations

Role: I

Client:

Location:

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54-inch Sewer Main Replacement Project, North Segment

Role: I

Client:

Location:

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Eastside Trunk Sewer Phase II

Role: I

Client:

Location:

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France Street Rehab Project #1009

Role: I

Client:

Location:

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Nicole Garza CDT

Assistant Project Manager



Location

Santa Rosa, CA

Experience

12 years

Qualifications/Accreditations

- BS, Psychology, Sonoma State University, Rohnert Park, CA 2002
- Construction Documents Technology (CDT) Certified, Construction Specification Institute
- Occupational Safety and Health Administration (OSHA) 10-Hour Certified
- Completed Construction Law Course, Sonoma State University, Rohnert Park, CA
- Notary Public, 20+ Years

Key technical skills

- Project management and coordination
- Grant assistance

Memberships

- Construction Specifications Institute, Redwood Chapter

Relevance to the project:

Nicole Garza has been in the construction management field for over 12 years, managing multi-million-dollar projects in both the private and public sector. Her experience has been acquired through a variety of positions, including everything from administrative support to serving as a project manager herself. Holding all of these roles has strengthened Nicole's qualifications, as she's been exposed to many different roles, responsibilities and aspects of the construction industry. Nicole is the Procore Application Manager for GHD worldwide and has been using the product for almost 15 years.

Browns Valley Trunk Pipeline and West Napa Pump Station

Role: Project Coordinator

Client: Napa Sanitation District (NapaSan)

Location: Napa, CA

GHD's team is providing construction management for a three-mile, 18- to 54-inch diameter trunk sewer located in West Napa, which includes a trenchless crossing of Caltrans Highway 29 right of way, extensive traffic control requirements with school and shopping district constraints, environmental mitigation requirements, coordination with City of Napa staff, and State Revolving Fund (SRF) funding. Supports the project team with daily tasks including communication and coordination with client, staff, the contractor, and subconsultants. Assists with meeting coordination and documentation, attends weekly construction meetings, issues purchase orders, processes invoices, maintains document control, and coordinates public outreach. Also established and manages the project in Procore, a cloud-based construction management software.

Grant Reimbursement Assistance

Role: Project Coordinator

Client: Marin County Flood Control and Water Conservation District

Location: Marin County, CA

Works closely with the project manager, client, and grant issuing agency to develop progress reports, review invoices for grant acceptance, and facilitate the filing of the reimbursement packages on behalf of the District.

NapaSan 2018 Plant Improvements

Role: Project Coordinator

Client: Napa Sanitation District (NapaSan)

Location: Napa, CA

On this project, serving as the RFI and submittal manager, and is responsible for project management software functionality and for supporting the construction management team daily with coordination and communication. Also provides inspection services as needed and assists with coordination between the District staff, general contractor, second and third tier subconsultants and GHD staff.

Davenport Treatment Plant Improvements

Role: Project Coordinator

Client: Santa Cruz County Public Works Department

Location: Davenport, CA

Duties include supporting the project team by processing submittals and RFI's. Also worked with the construction manager to establish, coordinate, customize, and launch the project management software platform.

Keiser Avenue Reconstruction, Snyder Lane to Kerry Road Phase 1

Role: Project Coordinator

Client: City of Rohnert Park

Location: Rohnert Park, CA

Supported the project team with daily tasks including communication and coordination with client, staff, the contractor, and subconsultants. Assisted with meeting coordination and documentation, attended weekly construction meetings, issued purchase orders, processed invoices, maintained document control, and coordinated public outreach. Also established and managed the project in Procore, a cloud-based construction management software.

Healdsburg Avenue Improvements and Five-Way Roundabout Construction Management

Role: Project Coordinator

Client: City of Healdsburg

Location: Healdsburg, CA

This \$11M project, located right in the middle of Downtown Healdsburg, includes installing a five-way roundabout, replacing aging underground water and sewer lines, utilities, surface improvements, and adding landscaping and other aesthetic improvements. Provided daily support to the project team including communication and coordination with City staff and the Contractor, managing documentation, processing submittals and Requests for Information (RFI's), managing extra work reports and billings, and producing meeting documentation. Duties also include providing as needed support to inspection personnel, construction management, and third parties.

Redwood Business Park Road Improvements and Talmage Road Interchange

Role: Project Coordinator

Client: City of Ukiah

Location: Ukiah, CA

The project involves the reconstruction of an existing roadway system in a developing business park and retail area of the City. Duties include supporting the project team with daily tasks including communication and coordination with City staff, general contractor, and Caltrans. Assists with processing submittals, RFI's, reports submitted, and meeting documentation. Also worked with the construction manager establishing, coordinating, customizing, and launching a new project management software platform.

Line 97 Performance Improvement Project

Role: Project Coordinator

Client: Alameda-Contra Costa Transit (ACTransit)

Location: Alameda and Contra Costa Counties, CA

Served as Project Coordinator for this \$2.8M project consisting of intersection and bus stop improvements for the 17-mile-long Hesperian Corridor, including bus stop relocations, concrete work, and installation of Global Positioning System devices, video cameras, new traffic loops, Siecor and communications cable, cabinets, controllers, and programming for bus conditional priority. Responsibilities on this project included customizing and managing the project management software, implementing the document control strategy, and providing technical support.

Plant Improvement Upgrades

Role: Project Manager

Client: Calpine Geysers Power Company

Location: Geyserville, CA

Serving as one of two GHD project managers at the Calpine facility, which is the world's largest producer of geothermal energy. Responsibilities include development of work plans, monitoring project(s), scheduling, preparing monthly progress reports, communications, coordination between engineer/plant operators and stakeholders. Duties also include managing contractor bid document process, manage/oversee contractor installation, project materials tracking, monitoring project scope against contract budget, managing record drawings, and document control.

Various Energy and Solar Projects

Role: Project Manager, Executive Administrator

Client: Stellar Energy/REC Solar

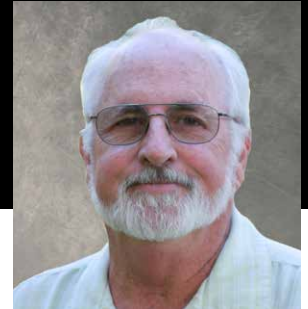
Location: Petaluma, CA

As Project Manager for Stellar Energy/REC Solar, successfully managed all aspects of projects including estimating, scheduling, contracting, procurement, coordination, utility interfacing, and commissioning, invoicing, etc. Managed client relationships and expectations from request for estimate through final report submission and invoicing. Also participated in legal contract scope of work development and managed a portfolio for both internal accounting and investor auditing.



Eric Leitz QSP, CDT

Lead Inspector



Location

Santa Rosa, CA

Experience

30 years

Qualifications/Accreditations

- American Construction Inspectors Association (ACIA) Certified Public Works Construction Inspector
- Qualified Stormwater Pollution Prevention Plan (SWPPP) Practitioner
- Construction Documents Technology (CDT), Construction Specification Institute
- Asphalt Paving Seminar
- Confined Space Training

Key technical skills

- [Enter skill/s]

Relevance to the project:

Eric Leitz provides over 30 years of experience in construction inspection, which includes quality control of materials and construction methods, compaction testing, field verification of existing utilities and structures, and coordination with government agencies and utility companies. Eric has experience with all types of projects including wastewater treatment facilities, pump stations, various types of sewer lines, roadway rehabilitation, Caltrans, and so much more.

Browns Valley Trunk Pipeline and West Napa Pump Station

Role: Resident Inspector

Client: Napa Sanitation District (NapaSan)

Location: Napa, CA

The project includes inspection for a three-mile, 18- to 54-inch diameter trunk sewer located in West Napa. The project includes trenchless crossing of Caltrans Highway 29 right of way, extensive traffic control requirements including school and shopping district constraints, environmental mitigation requirements, coordination with City of Napa staff, and State Revolving Fund (SRF) funding. The project also includes construction of a new sewage pump station, demolition of the existing station, and installation of a solar panel array. Services include monitoring contractor's performance for compliance with plans and specifications, coordinating with design teams, reviewing construction schedules, and preparing cost estimates for contract changes.

Construction of the West Napa Pump Station required driven sheet pipe shoring and dewatering for a 25-foot-deep excavation immediately adjacent to the existing station. The Browns Valley Trunk Sewer included a microtunnel installation under Highway 29 and a pilot-tube bore under a major intersection, along with excavations up to 25 feet deep along urban thoroughfares.

West Napa Street Water System Replacement

Role: Resident Inspector

Client: City of Sonoma

Location: Sonoma, CA

The project includes excavation and backfill for installation of 2,600 feet of new water main in a congested urban area in a state highway, along with temporary and permanent asphalt paving in accordance with Caltrans requirements. Night construction was required to minimize traffic impacts. The project also includes replacement of water services and fire hydrants. Recognized by residents for his diligence in following up on issues associated with night construction in close proximity to homes.

San Anselmo Flood Risk Reduction Project - Phase 2

Role: Resident Inspector

Client: Marin County Water Conservation and Flood Control District

Location: Fairfax, CA

Eric provided inspection services during the initial months of the second phase of the project which included construction of the earthen storage reservoir and tree removal. Challenges included environmentally sensitive habitat, immediately adjacent neighbors, and off-haul logistics.

2018 Various Streets Projects

Role: Resident Inspector

Client: Town of Tiburon

Location: Tiburon, CA

The project included pavement replacement and resurfacing including dig-out and repair of failed pavement areas, cold planing sections of roads. Work on 10 separate stretches of roads included over 3,000 tons of asphalt. Work included steep slopes and challenging traffic control on narrow, windy roads.

Eastside Trunk Sewer Phase I

Role: Resident Inspector

Client: City of Rohnert Park

Location: Rohnert Park, CA

Phase 1 construction included excavation and backfill for installation of 5,169 feet of 42-inch High Density Polyethylene (HDPE)-lined concrete sanitary sewer gravity main, with a five-foot diameter bore below Hwy 101. The project also included permits, mobilization, temporary utilities, protection of existing improvements, safety, quality control, traffic control, demolition, abandonment, site preparation, sewer flow control, earthwork, open trench construction, temporary shoring and bracing, dewatering, Asphalt Concrete (AC) paving, pavement markings and striping, manhole, sanitary sewers, testing, clean up, and demolition.

US Coast Guard (USCG) TRACEN Facility

Role: Resident Construction Inspector, Owner Representative

Client: US Coast Guard

Location: Sonoma County, CA

Served as Resident Construction Inspector for wastewater treatment facilities improvements. Project includes conversion of facultative pond treatment system to Biological Nutrient Removal, mechanical secondary treatment and tertiary filtration for Title 22 irrigation. This \$30 million facility included sludge drying, generator, laboratory, and air compressors. The work was through a design-build project and Eric was the only Owner Representative full-time on the site.

San Pablo Avenue Rehabilitation

Role: Construction Inspector

Client: City of San Pablo

Location: San Pablo, CA

Served as Construction Inspector on this ARRA funded project. The project involved pavement rehabilitation of San Pablo Avenue in an established area of mixed residential and business land uses. The project included upgrades/repairs of sidewalks, driveways, curb ramps, and curb and gutter at various locations along San Pablo Avenue. Placement of street trees, Americans with Disabilities Act (ADA) compliant tree grates and traffic signal improvements were also included.

Stonecrest Pump Station

Role: Construction Inspector

Client: Napa Sanitation District

Location: Napa, CA

The project included site grading, excavation and backfill associated with upgrading/replacing the existing wastewater pump station located on the bank of the Napa River. The existing pump station was regularly inundated when the river overflows its main channel. The new pump station is located above the 100-year flood elevation. Coordination with Caltrans was provided due to encroachment on the State right of way for State Route (SR) 121.

North Napa Bypass Sewer and Siphon

Role: Construction Inspector

Client: Napa Sanitation District

Location: Napa, CA

This project included new 36 to 54-inch gravity sewers, with a double barrel inverted siphon in a 72-inch casing tunneled under the Napa River. Included crossing under an existing railroad and coordination with construction for the Napa River Flood Control project.

Sewer Interceptor/Outfall Project

Role: Construction Inspector

Client: City of Rohnert Park

Location: Rohnert Park, CA

This project included 18,000 feet of 30-inch HDPE sanitary sewer force main. The depth of the pipe varies from four to 25-feet and included several jack and bores. Work included 1,780 linear feet of 42-inch diameter steel casing jacked below intersection, creeks, and other environmentally sensitive areas. Provided directions to the contractors and verified their line and grade techniques. The project also included permits, public interaction, mobilization, temporary utilities, protection of existing improvements, safety, quality control, traffic control, demolition, abandonment, site preparation, sewer flow control, earthwork, open trench construction, temporary shoring and bracing, dewatering, AC paving, pavement markings and striping, manholes, testing, cleanup, and demolition.

Geysers Recharge Pipeline

Role: Construction Inspector

Client: City of Santa Rosa Utility Department

Location: Santa Rosa, CA

This project consisted of over 40 miles of 48-inch reclaimed water pipeline, which operates at pressures over 310 psi. Provided inspection for installation of pipe by jack and boring and open cut trenching. Inspected approximately eight miles of this pipeline. Work included quality assurance of the installation of 48-inch raw water line, on and off road, as well as jack and bore operations, cathodic protection, air release valves, blow offs, compaction, and construction of structures. The project was challenging due to caving soils, unmapped abandoned utilities, long work hours, as well as a large emphasis on environmental compliance. As a very high-profile project, the work received much attention from the community, local and state agencies, and the press.



2020/11/30 10:22

PROJECT FEE ESTIMATING SHEET

PROJECT NAME: Crest Pump Station
 PREPARED BY: Jane Rozga

PROJECT # _____
 Date 9/5/2023
 CLIENT: North Marin Water District

SHT # 1 of 1
 On-Site Inspector Heather Lugassy
 Proj/Construction Manager Jim Winter
 Project Director Jane Rozga

Construction Cost
 \$ 1,200,000

LABOR CATEGORY> RATE> TASK	FEE COMPUTATION						Subconsultant Services & contingency	APC & Mileage \$6.5/hr office \$11.5/hr field	TOTAL FEE	60 Working Days 3 month Construction period 12 week Inspection period
	Project Director \$315 /HR	Proj/Construct on Manager \$265 /HR	Pub Outrch/ Proj Coord \$140 /HR	Proj Eng \$285 /HR	Lead Inspector \$180 /HR	TOTAL HOURS/ GHD fee				
Task 1 Project Management										
Task 1.1 Monthly Progress	8					8		\$ 48	\$ 2,568	4 months, including final 2 Hr for Project Director
Sub-Total	8					8		\$ 48	\$ 2,568	
Task 2 Contract Management										
Task 2.1 Provide Project Coordination	9	36				45		\$ 270	\$ 12,645	12 weekly 3 hrs CM, 25% PD
Task 2.2 Prepare and Conduct Preconstruction Meeting	4	6				14		\$ 84	\$ 3,654	
Task 2.3 Conduct and Document Project Meetings		48				48		\$ 288	\$ 13,008	12 weekly contractor & other meetings 4 hrs each
Task 2.4 Review Contractors Construction Schedule		6				6		\$ 36	\$ 1,626	3 monthly update 2 hrs each
Task 2.5 Maintain Project Records			24			24		\$ 144	\$ 3,504	12 weekly 2 hrs
Task 2.6 Review and Evaluate Monthly Progress Payments		12				12		\$ 72	\$ 3,252	4 pay requests, including final 3 hrs each
Task 2.7 Prepare Monthly Progress Reports		4	2			6		\$ 36	\$ 1,376	2 months including final 2 hrs for writing each CM 50% PC
Task 2.8 Respond to RFI's		10		10		20		\$ 120	\$ 5,620	5 Assumed Number of RFI's/RFC's 2 hrs each CM, PE, 50% PC
Task 2.9 Prepare PCO's and Change Orders	3	12	3			18		\$ 108	\$ 4,653	3 Assumed Number of PCO's 4 hrs each CM, 25% PD & PC
Task 2.10 Coordinate Submittal and Shop Drawing Review		10				10		\$ 60	\$ 2,710	20 Assumed Number of shop drawings/submittals 0.5 hrs each CM & coord
Task 2.11 Monitor Permit Compliance		6				6		\$ 36	\$ 1,626	12 weeks; Monitor Contractor cc 1 1 hrs each CM TCP's & SWPPP
Task 2.12 Monitor Construction Record Drawings								\$ -	\$ -	3 Months Included in 3.1
Task 2.13 Monitor Labor Compliance								\$ -	\$ -	3 Months hrs per month Anticipate not needed
Task 2.14 Perform Claims Management	8	16				24		\$ 144	\$ 6,904	Assumes no formal claims. Time is for meetings & communication to resolve field issues
Sub-Total	24	166	29	10	4	233		\$ 1,398	\$ 60,578	
Task 3: Field Inspection/Observation										5.0%
Task 3.1 Provide Field Inspection/Observation & Rpts					480	480		\$ 5,520	\$ 91,920	8.0 avg hrs per day inspection 60 working days hours per day inspection working days
Task 3.2 Prepare Photograph and Video Documentation					10	10		\$ 115	\$ 1,915	Prior to Pre-construction, and at Completion
Task 3.3 Materials Testing								\$ -	\$ -	Materials Testing by Others Coord time included in Task 3.1
Task 3.4 Develop Punchlists		4			8	12		\$ 138	\$ 2,638	Included in 3.1
Task 3.5 Compile Final Documents/Close-out		4	8		4	16		\$ 184	\$ 3,084	Record Drawings, warranty items Documentation ready for audit
Task 3.6 Prepare Final Pay Estimate		8	4		8	20		\$ 230	\$ 4,350	Final pay request, coordinate retention release Notice of Completion
Sub-Total	16	12			510	538		\$ 6,187	\$ 103,907	103907 check
Task 4: Public Info & Outreach										8.7%
Task 4.1 Routine Wkly Public Info & response to Inquiries		12	3			15		\$ 90	\$ 3,690	3 Months 6 hrs per month PC 4 hrs per month CM
Sub-Total		12	3			15		\$ 90	\$ 3,690	
Contingency & Mileage							\$3,415	\$468	\$ 3,883	60 miles RT travel from SRO 1 Trip/wk 2% Contingency
Project Totals	32	194	44	10	514	794		\$ 8,191	\$ 174,626	14.6%

\$ 163,020 check

* Associated Project Costs (APC) - consumables and technology not included in wage or overhead calculations

AGREEMENT FOR CONSULTING SERVICES

The following is an agreement between **North Marin Water District**, hereinafter "**NMWD**", and **GHD, Inc**, hereinafter, "**Consultant**".

WHEREAS, Consultant is a duly qualified consulting firm, experienced in the planning, design and construction management of water/wastewater facilities.

WHEREAS, in the judgement of the Board of Directors of the NMWD, it is necessary and desirable to employ the services of the Consultant to provide miscellaneous engineering services.

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

PART A -- SPECIFIC PROVISIONS:

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

- a. The scope of work and fee amount covered by this agreement shall be that specified Attachment A.
- b. The fee for the work shall be on a time and expense (T & E) basis utilizing the fee schedule included in Attachment B of this agreement and shall not exceed \$190,000 without prior written authorization by NMWD.
- c. The project schedule for completion of the work shall be in accordance with the milestones provided in Attachment C.

PART B -- GENERAL PROVISIONS

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

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

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

- a. With respect to design professional services provided under this agreement, Consultant shall assume the defense of and defend NMWD, its directors, officers, agents, and employees in any action at law or in equity to the extent that liability is claimed or alleged to arise out of, pertain to, or relate to, either directly or indirectly, the intentional or willful misconduct, recklessness, or negligent act, error, or omission of Consultant (or any person or organization for whom Consultant is legally liable) in the performance of the activities necessary to perform the services for District and complete the task provided for herein. In addition, Consultant shall indemnify, hold harmless, and release NMWD, its directors, officers, agents, and employees from and against any and all actions, claims, damages, disabilities or expenses, including attorney's fees and witness costs, that may be asserted by any person or entity including the Consultant, to the extent arising out of, pertaining to, or relating to, the negligent acts, errors or omissions, recklessness, or intentional or willful misconduct of the Consultant (or any consultant or subcontractor of Consultant) in connection with the activities necessary to perform the services and complete the task provided for herein, but excluding liabilities due to the sole negligence or willful misconduct of NMWD.
- b. With respect to all services other than design professional services provided under this agreement, Consultant shall indemnify, hold harmless, release and defend NMWD, its agents and employees from and against any and all actions, claims, damages, disabilities or expenses, including attorney's fees and witness costs that may be asserted by any person or entity, including the Consultant, arising out of or in connection with the activities necessary to perform those services and complete the tasks provided for herein, but excluding liabilities due to the sole negligence or willful misconduct of NMWD.

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

4. PROSECUTION OF WORK: The execution of this agreement shall constitute the Consultant's authority to proceed immediately with the performance of this contract. Performance of the services hereunder shall be completed by June 30, 2025, provided, however, that if the performance is delayed by earthquake, flood, high water or other Act of God or by strike, lockout or similar labor disturbance, the time for the Consultant's performance of this contract shall be extended by a number of days equal to the number of days the Consultant has been delayed.

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

North Marin Water District
P.O. Box 146
Novato, CA 94948
Attention: Eric Miller

Consultant:
GHD, Inc
2235 Mercury Way, Suite 150
Santa Rosa, CA 95407
Attention: Jane Rozga

and when so addressed, shall be deemed given upon deposit in the United States Mail, postage prepaid. In all other instances, notices, bills and payments shall be deemed given at the time of actual delivery. Changes may be made in the names and addresses of the person to whom notices, bills and payments are to be given by giving notice pursuant to this paragraph.

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

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

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

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

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

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

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

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

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

12. EXTRA (CHANGED) WORK: Extra work may be required. The Consultant shall not proceed nor be entitled to reimbursement for extra work unless it has been authorized, in writing, in advance, by NMWD. The Consultant shall inform the District as soon as it determines work beyond the scope of this agreement may be necessary and/or that the work under this agreement cannot be completed for the amount specified in this agreement. Said review shall occur before consultant incurs 75% of the total fee approved for any phase of the work. Failure to notify the District shall constitute waiver of the Consultant's right to reimbursement.

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

14. INSURANCE REQUIREMENTS FOR CONSULTANTS

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

Minimum Scope of Insurance

Coverage shall be at least as broad as:

1. Commercial General Liability coverage
2. Automobile Liability
3. Workers' Compensation insurance as required by the State of California.
4. Professional Liability insurance appropriate to the consultant's profession. Architects' and engineers' coverage is to be endorsed to include contractual liability.

Minimum Limits of Insurance

Consultant shall maintain limits no less than:

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

Verification of Coverage

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

Subcontractors

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

Self-Insured Retentions

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

Other Insurance Provisions

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

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

Acceptability of Insurers

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

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

At the sole election of the District, any dispute or claim in law or equity between District and Consultant arising out of this agreement which is not settled through mediation shall be decided by neutral binding arbitration and not by court action, except as provided by California law

for judicial review of arbitration proceedings. The arbitration shall be conducted in accordance with the rules of Judicial Arbitration Mediation Services, Inc. (JAMS). The parties to an arbitration may agree in writing to use different rules and/or arbitrators.

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

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

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

**NORTH MARIN WATER DISTRICT
"NMWD"**

Dated: _____

Anthony Williams, General Manager

**GHD, INC.
"CONSULTANT"**

Dated: _____

Jane Rozga, Principal

8

**MEMORANDUM**

To: Board of Directors

From: Eric Miller, Assistant General Manager/Chief Engineer
Avram Pearlman, Associate Engineer

Date: September 19, 2023

Subj: Approve Bid Advertisement for Crest Pump Station Project

\\nmwdfiler\server\engineering\Folders by Job No\6000 jobs\6141 Crest PS\Board Memos\Bid Memos 2023\6141 Crest PS Approve Advertise BOD Memo.doc

RECOMMENDED ACTION: That the Board authorize bid advertisement of the Crest Pump Station Project.

FINANCIAL IMPACT: \$1,050,000 (\$1,500,000 included in FY 23/24 budget)

Background

The Crest Pump Station is intended to replace the existing School Road Pump Station, which is undersized and requires the operation of both pumps during peak demand periods. The existing School Road Pump Station does not have a redundant pump unit, is not sufficiently sized to accommodate a third pump, and would not be able to meet peak demands in the event of an equipment failure. In addition, the School Road Pump Station has a long, undersized suction pipeline (8") that acts as a hydraulic bottleneck, and accessibility for maintenance and operations is another concern.

A new site on the south side of Bahia Drive, approximately 600 feet west of the intersection of Bahia Drive and Cerro Crest Drive, was selected for the new Crest Pump Station. In this vicinity, a large diameter (16") Zone 1 pipeline is near a large diameter (12") Zone 2 pipeline, which represents suitable hydraulic conditions for moving water from Zone 1 to Zone 2.

This location was selected based on the following considerations:

- This site provides the most direct hydraulic connection between the source and target Zone 2 tanks. Given the elevation of the Bahia Drive site, this proximity results in lower energy required to meet system demands.
- Constructing the new pump station at this location makes use of existing pipelines to the greatest possible extent, which reduces construction costs.
- At this site there will be sufficient Net Positive Suction Head (NPSH) for the new pumps.

Project Status and Environmental Clearance

The District's construction management consultant for this project, GHD Inc., recently performed a constructability review on the 100% drawings and specifications. Their comments were implemented into the bid package and the project is currently ready to be publicly advertised for bidding. Additionally, GHD will perform project management and inspection, representing NMWD during construction. PG&E has provided a service connection, the meter is set, and there is electrical service available at the site.

The Crest Pump Station Project qualifies under a class of projects that has been determined in the California Environmental Quality Act (CEQA) guidelines as not to have a significant effect on the environment and which may be exempted. Therefore as the Lead Agency, the Board approved at its meeting on September 18, 2018 to certify a Notice of Exemption (NOE) for this project citing a Class 3 categorical exemption pursuant to Section 15303 of the CEQA guidelines.

Schedule

Complete All Design Reviews	September, 2023
Advertise Project	September 21, 2023
Bid Opening	October 26, 2023
BOD Meeting to Award Contract	November 7, 2023
Contractor Notice to Proceed	November, 2023
Site Work to begin	March, 2024
Construction Complete	September, 2024

The project will be publicly advertised in the Marin Independent Journal and on the District's Online Plan Room (nmwdbids.com) with electronic plans and specifications available to the prospective bidders to view and purchase.

Financial Impact

The engineer's estimate of probable cost for the construction phase is \$1,050,000, but actual costs are unknown until the contractor bids are opened. The FY23/24 Capital Improvement budget includes a line item for the project's construction phase in the amount of \$1,500,000. Soft costs for the construction phase are estimated not-to-exceed \$250,000, which

include District staff time for project administration and closeout, construction management and inspections by GHD, Inc., survey staking, and materials testing.

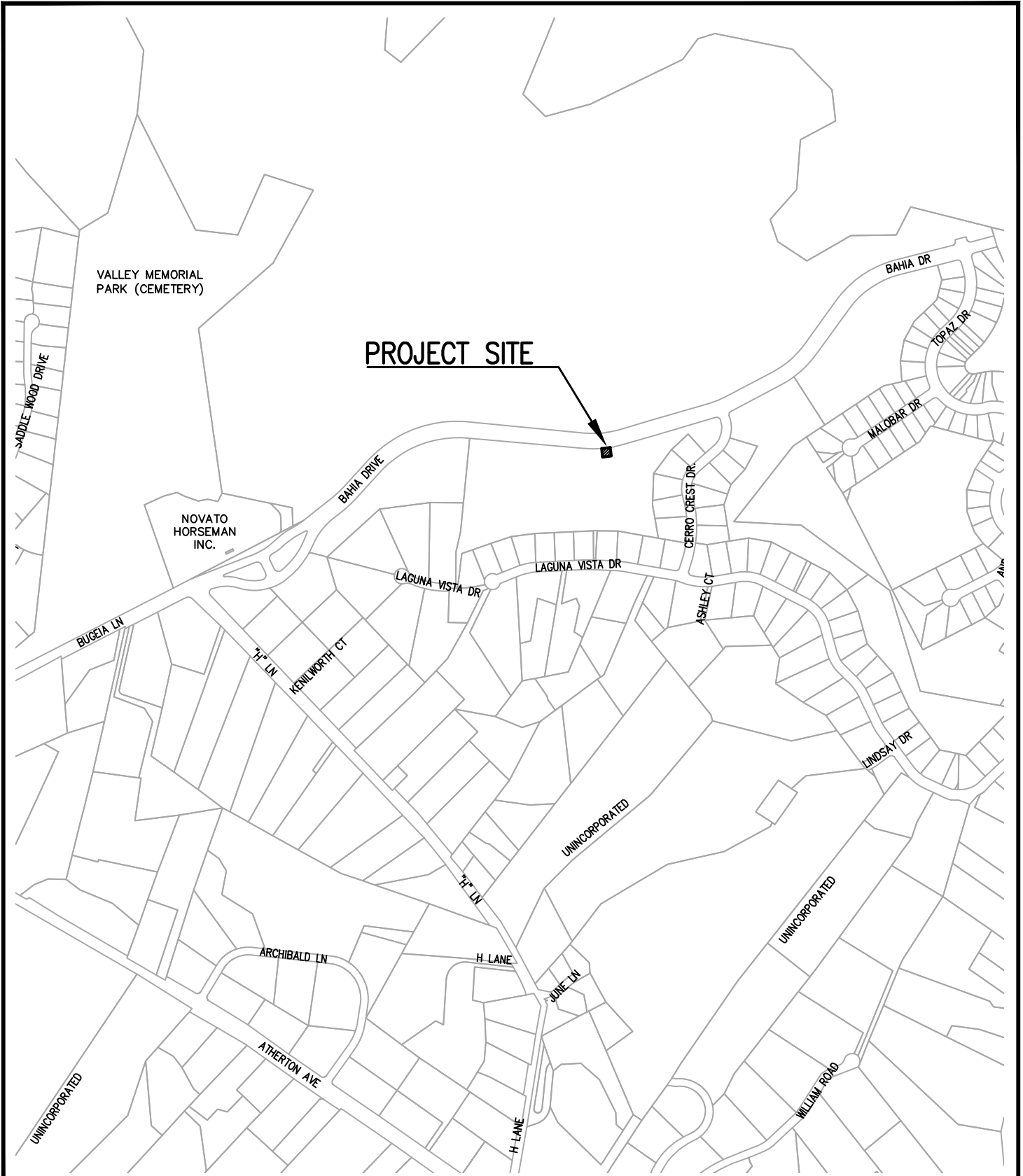
Recommendation

The Board authorize bid advertisement of the Crest Pump Station Project.

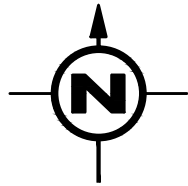
Attachments

1. Crest Pump Station Site Map

Sep 24, 2021 - 3:23pm u:_NMWD Files\6141 Crest PS\3_ISSUED\A\6141_Vicinity Map.dwg User: SUSAN



PROJECT SITE



CREST PUMP STATION BAHIA DRIVE APN 143-281-14			
DATE	SCALE	JOB. NO.	DWG. NO.
9/24/2021	NTS	6141	MAP

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**MEMORANDUM**

To: Board of Directors Date: September 19, 2023

From: Tony Williams, General Manager *TW*
Julie Blue, Auditor Controller *JB*

Subject: Consulting Services Agreement Contract Amendment for a Compensation Study with Koff & Associates

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RECOMMENDED ACTION: Authorize the General Manager to amend the agreement with Koff & Associates for Compensation Study in the amount, not to exceed, \$15,000.

FINANCIAL IMPACT: \$15,000 (with contingency)

Background

The Board approved an agreement with Koff & Associates in March of 2023 to conduct a compensation study (Study). This compensation study is in support of the *Side Letter agreement to the 2018-20203 NMWD/Employee Association Memorandum of Understanding (MOU)* stipulating, "The District shall use the Board-approved methodology and criteria to conduct an updated salary survey" prior to the expiration of the MOU agreement on September 30, 2023.

To date, Koff & Associates has made substantial progress on the Study and draft results were shared with the Board, District Management, and employees of the District - both unrepresented and members of the Employee Association (EA). After reviewing the draft Study there was additional analysis requested from the Employee Association (EA) as well as from unrepresented employees. In order to obtain a thorough and comprehensive Study it is recommended that this analysis be added to the scope of the Project. This will provide the District with a final product and will assist with continued employee negotiations.

Consulting Agreement

Koff & Associates is an experienced Human Resources and Recruitment firm and has provided services to cities, counties, special districts and other public agencies since 1984. Compensation and Classification study clients include, Alameda County Water District, Contra Costa Water District, Marin Municipal Water District and Napa Sanitation Districts, all of which are included in our scope of comparable districts.

The Compensation Study compares salary and benefits against the District and the EA agreed upon comparator agencies, which includes a total of 12 other Bay Area agencies,

including the four mentioned above. Benchmark classifications are then selected to measure North Marin Water District's salary and benefits to other Bay Area agencies. Koff & Associate's scope includes comparing established job descriptions, labor agreements, organizational charts, and salary information. When comparing job descriptions, a match is established if it is determined that the job descriptions match by at least 70%. This technical process strives towards a comprehensive evaluation of compensation alignment. A total of 34 NMWD positions are being evaluated in the Study

Financial Impact

Koff & Associate's cost estimate, for providing the additional analysis and finalizing the Study, is \$9,931.25. An additional contingency of \$5,068.75 is being requested for unforeseen work that may be needed during the final phase of the project to ensure a timely completion and to avoid prolonged negotiations. The maximum of \$15,000 will be paid from the fiscal year 23/24 Human Resources budget.

Annual billings from Koff & Associates to date are \$46,156 (\$16,319 in FY 22/23 and \$29,837 in FY 23/24). Adding this amendment will bring the total cost of the study to a maximum of \$64,525.

Recommendation

That the Board authorize the General Manager to amend the agreement with Koff & Associates for Compensation Study in the amount, not to exceed, \$15,000.

Attachments

1. Koff & Associates, Compensation Study Proposal – Amended Scope



Koff & Associates
A Gallagher Company

September 12, 2023

Compensation Study Proposal – Amended Scope

North Marin Water District

KOFF & ASSOCIATES, A GALLAGHER COMPANY

GEORG S. KRAMMER

Managing Director, Compensation and Rewards Consulting

2835 Seventh Street
Berkeley, CA 94710
www.KoffAssociates.com

georg_krammer@ajg.com
Tel: 510.658.5633
Fax: 510.652.5633



AMENDED PROJECT COST

Deliver-ables	Total Compensation Study	Hours
A.	Meetings with Study Project Team and Management Staff and Initial Documentation Review	Completed
B.	List of Comparator Agencies, Benchmark Classifications, and Benefits to be Collected	Completed
C.	Data from Comparators and Preliminary Analysis of Data	Completed
D.	Draft Compensation Findings/ <i>Additional Analysis of Match Changes Suggested by the Employee Association</i> /Study Project Team Meetings	50
E.	Analysis of Internal Relationships and Alignment	5
F.	Compensation Structure and Implementation Plan	5
G.	Final Report and Guidelines for Implementation	10
H.	Formal Appeals Process *	0
I.	Final Presentation	N/A
	<i>Anticipated hours for additional unscheduled meetings and phone calls</i>	6
	Total Professional Hours – Compensation	76
	Combined professional and clerical composite rate: \$175/Hour	\$13,300
	Remaining in current contract:	\$3,368.75
	Expenses are included in the composite hourly rate:	N/A
	<i>Expenses include but are not limited to duplicating documents, binding reports, phone, supplies, postage, etc.</i>	
	TOTAL NEEDED FOR THE AMENDMENT TO COMPLETE PROJECT:	\$9,931.25
	<i>*Additional consulting will be honored at composite rate (\$175/hr)</i>	

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**MEMORANDUM**

To: Board of Directors

September 19, 2023

From: Tony Williams, General Manager 

Subj: Lease Agreement with Indian Valley Golf Club – Future Amendment for Lease Term

t:\gmlbod memos 2023\9-19-2023 meeting\ivgc lease\9-19-23 ivgc lease 2nd amend bod memo.docx**RECOMMENDED ACTION:** Authorize the General Manager to send a Letter of Intent to Extend the Lease Term through a Future Amendment**FINANCIAL IMPACT:** None at this time

The North Marin Water District (District) has leased portions of the Stafford Lake watershed lands to the Indian Valley Golf Club (IVGC) since the 1950s. The current lease agreement, originally executed in 1988 was amended in 2020 (Amendment No. 1) to extend the lease expiration date to June 30, 2030. Based on recent discussions with staff, the IVGC intends to implement various improvements to the facilities, including those obligated under the terms of the lease. In order to ensure a long-term return on those planned investments, IVGC is interested in executing another lease extension. The proposed time frame is an additional 30 years, resulting in a new expiration date of June 30, 2060. There is no apparent urgency in executing another lease amendment given the current expiration date and other priorities, but staff sees no reason to deny a future amendment extending the lease another 30 years. However, as part of a future lease extension, staff feels the following items need to be addressed:

- Establishing/Formalizing an Emergency Access through the Course via Vineyard Road
- Use of Pro Shop Driving Range: either stop using or develop a golf ball retrieval program
- Revisit annual lease/rental fee amount (~\$13,000/year) and annual adjustments
- Stafford Dam Adjustable Spillway Gate (ASG) Project: formally identify potential future lake shoreline elevations of 199+ feet
- Identify future shoreline train alignment (County Parks project)

If the Board agrees that a future lease extension is allowable, the General Manager can send a letter of intent to the IVGC management indicating a future extension to 2060 is approved. A draft letter is provided as Attachment 1. Once a draft amendment is prepared, likely sometime in late 2029 or early 2030, it will be brought back to the Board for consideration.

RECOMMENDATION

Authorize the General Manager to send the attached letter of intent indicating approval of a future lease amendment and extension to 2060 for the Indian Valley Golf Club.

ATTACHMENTS:

1. Draft Letter of Intent to IVGC

DRAFT

September __, 2023

Indian Valley Golf Club, Inc.
Attn: Jeff McAndrew and Terry Leach
P.O. Box 118
Novato, CA 94948

SUBJECT: Lease between North Marin Water District and Indian Valley Golf Club, Inc., dated July 20, 1988

Dear Mr. McAndrew and Mr. Leach:

On behalf of the Board of Directors of the North Marin Water District (NMWD), I am writing to establish NMWD's intent to extend the subject lease, which currently has a June 30, 2030 expiration date (via First Amendment dated April 24, 2020). The proposed lease extension period is 30 years from the current expiration date, resulting in a future expiration date of June 30, 2060.

Given the current lease expiration date as well as other NMWD priorities, it is anticipated that a formal amendment ("Second Amendment") will likely be considered by the NMWD Board of Directors no sooner than sometime in 2029 unless you express a need to do so earlier. As part of the amendment development, NMWD will want to discuss and include the following topics in the formal amendment document:

- Establishing/Formalizing an Emergency Access through the Course via Vineyard Road
- Use of Pro Shop Driving Range: either stop using or develop a golf ball retrieval program
- Revisit annual lease/rental fee amount and annual adjustments
- Stafford Dam Adjustable Spillway Gate (ASG) Project: formally identify potential future lake shoreline elevations of 199+ feet (if the project is approved)
- Identify future shoreline trail alignment (County Parks project)

Please feel free to contact me if you have any questions, at twilliams@nmwd.com or 415-897-4133.

Sincerely,

Anthony Williams, PE
General Manager

Attachment:

Board of Directors Staff Memorandum from 9-19-2023 Meeting

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**MEMORANDUM**

To: Board of Directors

September 19, 2023

From: Tony Williams, General Manager 

Subj: Letter of Support for Water Systems PFAS CERCLA Liability Protections

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RECOMMENDED ACTION: Authorize the General Manager to Send Letters of Support for Water Systems PFAS CERCLA Liability Protections on Behalf of the District

FINANCIAL IMPACT: None at this time

The Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA) is designed to remediate contaminated sites and hold parties that caused the contamination financially responsible for cleanup through its polluter-pays model. The Association of California Water Agencies (ACWA) strongly supports the polluter-pays principle. However, under current federal efforts ACWA member agencies and their ratepayers will be facing a community-pays outcome that unfairly shifts the clean-up and liability costs onto ACWA member agencies and the public they serve. The North Marin Water District (District) is a member of ACWA, Region 1.

Without an explicit exemption from financial liability under CERCLA, water systems could be held financially liable for the cleanup of Superfund sites contaminated with per- and polyfluoroalkyl substances (PFAS), despite having never manufactured, used, or benefited from PFAS. Staff is aware of one Superfund site within the District's service territory, the former Hamilton Air Force Base (<https://cumulis.epa.gov/supercpad/cursites/csitinfo.cfm?id=0902750>). The presence of PFAS contamination is not known but may potentially exist at the site given the former military use, including aircraft operations within portions of the property. Staff therefore, supports the "polluter-pays" principle in these circumstances, especially in light of potential impact of PFAS on the environment, human health and upcoming drinking water standards. ACWA is urging member agencies to send letters to U.S. Senators Dianne Feinstein and Alex Padilla to build support for PFAS liability protections for water and wastewater agencies under the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA). Without explicit liability protections, water systems could be held responsible for the cleanup of Superfund sites contaminated with PFAS.

RECOMMENDATION

Authorize the General Manager to send the attached letters of support (Attachments 1 and 2) for Water Systems PFAS CERCLA Liability Protections under Senate Committee on Environment and Public Works considers legislation to address PFAS on behalf of the District.

ATTACHMENTS:

1. Draft letter to Senator Feinstein
2. Draft letter to Senator Padilla

September 20, 2023

The Honorable Senator Feinstein
United States Senate
Washington, D.C. 20510
Sent via email to Senator Feinstein c/o
alexis_segal@feinstein.senate.gov

**RE: North Marin Water District Requests Support for Water Systems PFAS
CERCLA Liability Protections**

Dear Senator Feinstein:

The North Marin Water District respectfully requests your support for PFAS liability protections for water and wastewater agencies under the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA) that follow all applicable law and regulations for PFAS. The North Marin Water District supplies potable and recycled water to a population of over 61,000 residents in the greater Novato area, and potable water to approximately 1,800 residents of the West Marin area, including the Point Reyes National Seashore. Potential liability from a proposed CERCLA hazardous substance designation and the associated costs are a serious concern for our agency.

In September 2022, EPA published a proposed rule to designate PFOA and PFOS as CERCLA hazardous substances. CERCLA is designed to remediate contaminated sites and hold parties that caused the contamination financially responsible for cleanup through its “polluter pays” model. The North Marin Water District strongly supports the “polluter pays” principle. However, under current federal efforts water agencies like us will be facing a “community pays” outcome that unfairly shifts the clean-up and liability costs onto the public we serve.

Public water and wastewater agencies are passive receivers of PFAS from a vast array of domestic, commercial, and industrial sources. Water systems, and the public, do not have control over PFAS in the environment given the overwhelming presence of this family of chemicals in the chain of commerce and in our homes.

Without an explicit exemption from financial liability under CERCLA, water systems could be held financially liable for the cleanup of Superfund sites contaminated with PFAS for merely fulfilling their responsibilities under the Safe Drinking Water Act to treat and dispose of these chemicals to protect public health.

As the Senate Committee on Environment and Public Works considers legislation to address PFAS, North Marin Water District urges you to uphold CERCLA’s “polluter pays” principle and protect water systems and the ratepayers they serve by supporting a tailored legislative exemption from PFAS liability.

Thank you for your attention to this request.

Sincerely,

Anthony Williams, PE
General Manager

cc: Jay Turner, ACWA Federal Relations Representative

September 20, 2023

The Honorable Senator Padilla
United States Senate
Washington, D.C. 20510
Sent via email to Senator Padilla c/o:
angela_ebiner@padilla.senate.gov
sarah_swig@padilla.senate.gov

**RE: North Marin Water District Requests Support for Water Systems PFAS
CERCLA Liability Protections**

Dear Senator Feinstein:

The North Marin Water District respectfully requests your support for PFAS liability protections for water and wastewater agencies under the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA) that follow all applicable law and regulations for PFAS. The North Marin Water District supplies potable and recycled water to a population of over 61,000 residents in the greater Novato area, and potable water to approximately 1800 residents of the West Marin area, including the Point Reyes National Seashore. Potential liability from a proposed CERCLA hazardous substance designation and the associated costs are a serious concern for our agency.

In September 2022, EPA published a proposed rule to designate PFOA and PFOS as CERCLA hazardous substances. CERCLA is designed to remediate contaminated sites and hold parties that caused the contamination financially responsible for cleanup through its “polluter pays” model. The North Marin Water District strongly supports the “polluter pays” principle. However, under current federal efforts water agencies like us will be facing a “community pays” outcome that unfairly shifts the clean-up and liability costs onto the public we serve.

Public water and wastewater agencies are passive receivers of PFAS from a vast array of domestic, commercial, and industrial sources. Water systems, and the public, do not have control over PFAS in the environment given the overwhelming presence of this family of chemicals in the chain of commerce and in our homes.

Without an explicit exemption from financial liability under CERCLA, water systems could be held financially liable for the cleanup of Superfund sites contaminated with PFAS for merely fulfilling their responsibilities under the Safe Drinking Water Act to treat and dispose of these chemicals to protect public health.

As the Senate Committee on Environment and Public Works considers legislation to address PFAS, North Marin Water District urges you to uphold CERCLA’s “polluter pays” principle and protect water systems and the ratepayers they serve by supporting a tailored legislative exemption from PFAS liability.

Thank you for your attention to this request.

Sincerely,

Anthony Williams, PE
General Manager

cc: Jay Turner, ACWA Federal Relations Representative

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MEMORANDUM

To: Board of Directors

September 19, 2023

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

Subj: Preliminary FY 22/23 Financial Statement
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RECOMMENDED ACTION: Information Only

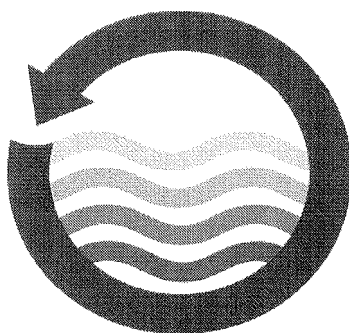
FINANCIAL IMPACT: None at this time

Attached is the preliminary Fiscal Year 22/23 Financial Statement for all of North Marin Water District's enterprises. The Auditor-Controller will highlight key elements of the report and be available to answer questions from the Board of Directors. This is a draft report pending conclusion of the audit, and the final audited Financial Statements will be presented to the Board at a future meeting.

ATTACHMENTS:

1. Preliminary FY 22/23 Financial Statement

NORTH MARIN WATER DISTRICT



FINANCIAL STATEMENT FISCAL YEAR 2022-23

**June 30, 2023
Preliminary**

**NORTH MARIN WATER DISTRICT
FINANCIAL STATEMENTS
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MEMORANDUM

To: Tony Williams, General Manager

September 15, 2023

From: Reviewed by: Julie Blue, Auditor-Controller

Prepared by: Nancy Williamson, Accounting Supervisor and Ling Reilly, Senior Accountant

Subj: Information – FY22/23 June Financial Statement

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FISCAL YEAR PERFORMANCE COMPARED TO THE ANNUAL BUDGET

<u>CONSOLIDATED SUMMARY</u>	Jun-23	FY22/23	FY22/23	FYTD /
Actual vs. Budget	<u>Actual</u>	<u>Actual YTD</u>	<u>Budget</u>	<u>Budget %</u>
Operating Revenue	\$2,336,525	\$24,075,746	\$25,510,000	94%
Operating Expense	(548,594)	20,391,965	23,093,000	88%
Non-Operating Revenue / (Expense)	<u>(163,932)</u>	<u>437,218</u>	<u>(1,519,000)</u>	(29%)
Net Income / (Loss)	\$2,721,186	\$4,120,998	\$898,000	459%
Other Sources / (Uses)*	<u>(2,921,881)</u>	<u>(11,363,180)</u>	<u>(3,823,000)</u>	297%
Cash Increase / (Decrease)	<u>(\$200,695)</u>	<u>(\$7,242,182)</u>	<u>(\$2,925,000)</u>	248%

* See Page 8.

For the fiscal year 2022-2023, the District generated a net income of \$4,120,998 and saw a net cash decrease of \$7,242,182. Operating Revenue came in 6% under budget and Operating Expense came in 12% under budget. \$9,814,362 (52%) of the Capital Improvement Projects Budget was expended this fiscal year to date. At month end the ratio of total cash to budgeted annual operating expense (sans depreciation) stood at 197%.

**SUMMARY INCOME STATEMENTS BY SERVICE AREA
PRESENTED IN ACCORDANCE WITH GENERALLY ACCEPTED ACCOUNTING PRINCIPALS**

<u>NOVATO WATER</u>	Jun-23	FY22/23	FY21/22	FY23 vs 22
Year over Year Comparison	<u>Actual</u>	<u>Actual YTD</u>	<u>Actual YTD</u>	<u>Up/(Down)</u>
Operating Revenue	\$2,077,506	\$21,379,165	\$20,773,979	3%
Operating Expense	(759,377)	17,665,659	22,938,477	(23%)
Other Income / (Expense)	<u>(114,589)</u>	<u>637,569</u>	<u>(1,098,938)</u>	-
Net Income / (Loss)	<u>\$2,722,294</u>	<u>\$4,351,075</u>	<u>(\$3,263,435)</u>	-
Active Accounts	20,831	20,831	20,700	1%
Consumption (MG)	208	1,995	2,054	(3%)
Average Commodity Rate / 1,000 gal	\$7.18	\$7.19	\$6.93	4%
Income / (Loss) / Active Account	\$130.68	\$208.88	(\$157.65)	-
Income / (Loss) / 1,000 Gal	\$13.11	\$2.18	(\$1.59)	0%
Connection Fee Revenue	\$234,120	\$437,680	\$900,380	(51%)
FRC Transfer (to)/from Recycled Water	(\$96,153)	(\$614,299)	(\$743,438)	(17%)
Caltrans Capital Contribution	(\$3,637)	(\$1,548)	\$90,393	0%
Developer 'In-Kind' Contributions	\$23,399	\$898,939	\$488,540	84%

Consumption for the fiscal year was 3% less than the prior year. Total operating revenue, which includes wheeling and other miscellaneous service charges, increased \$605,186 from the prior year. Previously included in the above charges was a drought surcharge of 5% for all customers. This surcharge ended on April 4th. Total operating expense was \$5,272,818 less than last year.

The Stafford Treatment Plant produced 636 MG this fiscal year-to-date at a cost of \$4,539/MG¹ versus \$3,382/MG³ from SCWA. The budget for Stafford is 500 MG at a cost of \$4,365/MG.

The fiscal year net income (which includes non-operating items such as interest revenue and expense) of \$4,351,075 compares to a budgeted net income for the year of \$1,098,000 and to a net loss of \$3,263,435 for the prior year. \$9,236,130 (56%) of the Novato Water Capital Improvement Project Budget was spent versus \$3,313,551 (39%) for the prior year. \$437,680 in connection fees have been collected (\$872,000 is budgeted). Connection Fee reserves totaling \$614,299 were transferred this fiscal year from the Novato Water Fund to the Recycled Water Fund. The Novato Connection Fee Reserve has a net deficit of \$7,126,285 arising from transfers to the RW Fund in advance of Connection Fee receipts. This is up from a net deficit of \$6,242,161 last year. That deficit will be reimbursed by future Connection Fee revenue. The Novato cash balance decreased \$160,411 in June, and stood at \$29,375,203 at month end, compared to a budgeted projection of \$16,319,000 at fiscal year-end.

<u>NOVATO RECYCLED</u>	Jun-23	FY22/23	FY21/22	FY23 vs 22
Year over Year Comparison	<u>Actual</u>	<u>Actual YTD</u>	<u>Actual YTD</u>	<u>Up/(Down)</u>
Operating Revenue	\$164,646	\$1,485,372	\$1,657,333	(10%)
Operating Expense	205,250	1,469,853	1,385,891	6%
Other Income / (Expense)	<u>(12,247)</u>	<u>(141,528)</u>	<u>(188,749)</u>	(25%)
Net Income / (Loss)	<u>(\$52,851)</u>	<u>(\$126,009)</u>	<u>\$82,693</u>	-
Active Accounts	100	100	97	3%
Consumption (MG)	21	188	229.5	(18%)
Average Commodity Rate / 1,000 gal (net)	\$7.28	\$7.01	\$6.62	6%
Deer Island Production (MG)	0.0	0.0	6.0	-
Novato Sanitary Production (MG)	22.5	157.8	197.0	(20%)
Las Gallinas Production (MG)	6.0	43.2	49.2	(12%)
Potable Water Input (MG)	0.0	10.6	12.4	(15%)
Connection Fee Alloc from Novato	\$96,153	\$614,299	\$743,438	(17%)
Developer 'In-Kind' Contributions	\$0	\$0	\$0	-
RW Costs	\$29,627	\$331,168	\$266,124	24%

187.6 MG was delivered to RW customers this fiscal year, 18% less than the prior year. Operating revenue was 10% less than last year. Total operating expense was 6% more than the prior year. The recycled water was produced at a cost of \$2,272/MG² (including potable water consumed) versus \$3,382/MG³ from SCWA. The budgeted production cost of recycled water is \$2,827/MG.

The fiscal year net loss of \$126,009 compares to a budgeted net loss for the year of \$389,000 and a net income of \$82,693 for the prior year. \$661 (0%) of the Recycled Water Capital Improvement Project Budget was spent versus \$26,444 (26%) for the prior year.

The Novato Recycled cash balance stood at \$6,810,285 at month end, \$6.4M of which amount resides in restricted reserves for debt service, the Deer Island Facility Replacement Fund and the Recycled Water Capital Replacement and Expansion Fund.

¹ Stafford production cost = TP op expense (\$2,144,440) + SRF loan interest (\$154,744) + plant depreciation (\$589,297)/636.4 MG produced

² Recycled Water production cost = purchased water cost (\$331,168) + treatment expense (\$3,266) + Deer Island RW Facility SRF loan interest (\$30,568) + Deer Island plant depreciation (\$115,919)/211.7 MG produced

³ SCWA production cost per MG = O&M charge (\$2,753) + debt service charge (\$232) + Russian River conservation charge (\$354) + Russian River projects charge (\$43)

<u>WEST MARIN WATER</u>	Jun-23	FY22/23	FY21/22	FY23 vs 22
Year over Year Comparison	<u>Actual</u>	<u>Actual YTD</u>	<u>Actual YTD</u>	<u>Up/(Down)</u>
Operating Revenue	\$68,993	\$906,648	\$866,009	5%
Operating Expense	(74,243)	913,032	1,048,671	(13%)
Other Income / (Expense)	(4,048)	(34,407)	47,029	-
Net Income / (Loss)	<u>\$139,189</u>	<u>(\$40,791)</u>	<u>(\$135,633)</u>	(70%)
Active Accounts	792	792	789	0%
Consumption (MG)	5.31	50.9	52.5	(3%)
Average Commodity Rate / 1,000 gal (net)	\$11.16	\$12.55	\$11.82	6%
Income/ (Loss) / Active Account	\$175.74	(\$51.50)	(\$171.91)	(70%)
Income / (Loss) / 1,000 Gal	\$26.21	(\$0.80)	(\$2.58)	(69%)
Connection Fee Revenue	\$0	\$0	\$61,600	(100%)
Developer 'In-Kind' Contributions	\$0	\$48,651	\$11,581	320%

Consumption for the fiscal year was 3% less than the prior year. Operating revenue was 5% more than last year.

Operating expenditures were \$135,640, or 13% less than the previous year. The fiscal year net loss of \$40,791 compares to a budgeted annual net income of \$129,000 and to a net loss of \$135,633 for the prior year. \$460,077 (71%) of the Capital Improvement Project Budget was expended this fiscal year, and \$0 in connection fees have been collected (\$0 is budgeted). The West Marin cash balance increased \$108,445 in June and stood at \$746,011 at month end, compared to a budgeted projection of \$934,000 at fiscal year-end.

<u>OCEANA MARIN SEWER</u>	Jun-23	FY22/23	FY21/22	FY23 vs 22
Year over Year Comparison	<u>Actual</u>	<u>Actual YTD</u>	<u>Actual YTD</u>	<u>Up/(Down)</u>
Operating Revenue	\$25,380	\$304,560	\$290,460	5%
Operating Expense	79,776	343,421	313,539	10%
Other Income / (Expense)	(33,049)	(24,416)	71,084	-
Net Income / (Loss)	<u>(\$87,445)</u>	<u>(\$63,278)</u>	<u>\$48,005</u>	-
Active Accounts	235	235	235	0%
Monthly Sewer Service Charge	\$108	\$108	\$103	5%
Income / (Loss) / Active Account	(\$372.11)	(\$269.27)	\$204.28	-
Connection Fee Revenue	\$0	\$0	\$0	-

Operating revenue of \$304,560 was 5% more than the previous year due to the 5% rate increase effective July 1, 2022. Operating expenditures were 10%, or \$29,883 more than the previous year. The fiscal year net loss of \$63,278 compares to a budgeted annual net income of \$102,000 and to a net income of \$48,005 for the prior year. \$117,493 (9%) of the Capital Improvement Project Budget has been expended this fiscal year.

No connection fees have been collected (\$30,000 was budgeted). The Oceana Marin cash balance decreased \$16,046 in June and stood at \$484,506 at month end, compared to a budgeted projection of \$297,000 at June 30, 2023.

**NORTH MARIN WATER DISTRICT
STATEMENT OF NET POSITION
FOR THE PERIOD ENDING JUNE 30, 2023**

	TOTAL	NOVATO WATER	NOVATO RECYCLED	WEST MARIN WATER	OCEANA MARIN SEWER
ASSETS					
Cash & Investments					
Unrestricted/Undesignated Cash	\$3,201,299	\$2,188,688	\$205,911	\$396,460	\$410,240
Restricted Cash (Note 1)					
Connection Fee Fund	\$0	\$0	\$0	\$0	\$0
Deer Island RWF Replacement Fund	215,000	0	215,000	0	0
Capital Replacement & Expansion Fund	5,263,769	0	5,263,769	0	0
STP SRF Reserve-Marín Co Treasury	1,063,737	1,063,737	0	0	0
RWS North/South SRF Reserve Fund	614,299	0	614,299	0	0
RW Central Area SRF Reserve Fund	275,773	0	275,773	0	0
DL Falk Const Escrow Acct	277,134	277,134	0	0	0
Designated Cash (Note 2)					
Liability Contingency Fund	1,705,370	1,606,485	0	98,885	0
Workers' Compensation Fund	20,125	18,659	534	666	266
Retiree Medical Benefits Fund	4,343,600	4,343,600	0	0	0
Maintenance Accrual Fund	4,000,000	4,000,000	0	0	0
Operating Reserve Fund	6,339,000	5,780,000	235,000	250,000	74,000
Webster Bank-Admin Bldg/CIP Fund	10,480,981	10,480,981	0	0	0
Total Cash	\$37,800,958	\$29,760,156	\$6,810,285	\$746,011	\$484,506
Gain/(Loss) on MV of Investments	(384,953)	(384,953)	\$0	\$0	\$0
Market Value of Cash & Investments	\$37,416,005	\$29,375,203	\$6,810,285	\$746,011	\$484,506
Current Assets					
Net Receivables - Consumers	\$1,013,036	\$896,321	\$16,779	\$98,413	\$1,523
Accrued Water Sales	2,994,861	2,694,784	204,425	95,652	0
Accounts Receivable-Other	372,281	242,909	38,406	88,647	2,320
Prepaid Expense	377,134	375,836	0	0	1,298
Reimbursable Small Jobs	10,095	10,095	0	0	0
Interest Receivable	214,008	213,124	884	0	0
Inventories	940,172	940,172	0	0	0
Deposits Receivable	23,274	23,274	0	0	0
Total Current Assets	\$5,944,861	\$5,396,516	\$260,494	\$282,711	\$5,140

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**NORTH MARIN WATER DISTRICT
STATEMENT OF NET POSITION
FOR THE PERIOD ENDING JUNE 30, 2023**

	TOTAL	NOVATO WATER	NOVATO RECYCLED	WEST MARIN WATER	OCEANA MARIN SEWER
Loans Receivable					
Employee Loans (Note 3)	250,000	\$250,000	\$0	\$0	\$0
Other Long Term Receivables (Note 4)	4,196,882	3,123,165	1,061,795	11,922	0
Loans Receivable	\$4,446,882	\$3,373,165	\$1,061,795	\$11,922	\$0
Property and Plant					
Land & Land Rights	\$1,493,091	\$1,368,872	\$0	\$123,411	\$808
Dam, Lake, & Source Facilities	5,675,845	5,183,433	0	492,412	0
Treatment Facilities	23,263,268	19,003,241	2,666,198	669,849	923,980
Storage Facilities	26,198,518	20,986,511	1,643,458	3,568,548	0
Transmission Facilities (16"+)	29,503,127	29,380,803	0	122,324	0
Distribution and Pumping Facilities	111,659,085	73,650,746	31,863,471	6,144,867	0
Sewer Mains, Pumps, & Laterals	1,218,650	0	0	0	1,218,650
Sub-Total	\$199,011,584	\$149,573,606	\$36,173,127	\$11,121,412	\$2,143,439
Less Accumulated Depreciation (Note 5)	(70,652,399)	(58,122,388)	(6,609,425)	(4,745,554)	(1,175,031)
Net Property and Plant	\$128,359,184	\$91,451,218	\$29,563,702	\$6,375,858	\$968,407
Buildings and Equipment (Note 6)					
Buildings	\$2,119,365	\$2,119,365	\$0	\$0	\$0
Office Equipment	1,281,848	1,281,848	0	0	0
Laboratory Equipment	323,072	323,072	0	0	0
Trucks & Automobiles	1,914,881	1,914,881	0	0	0
Construction Equipment	974,333	974,333	0	0	0
Tools, Shop Equipment	347,955	347,955	0	0	0
Lease Assets	587,691	587,691	0	0	0
Sub-Total	\$7,549,146	\$7,549,146	\$0	\$0	\$0
Less Accumulated Depreciation (Note 5)	(5,732,960)	(5,732,960)	0	0	0
Net Buildings and Equipment	\$1,816,186	\$1,816,186	\$0	\$0	\$0
Construction In Progress					
Developer	\$1,334,617	\$1,334,617	\$0	\$0	\$0
District	15,553,321	13,219,450	661	2,080,970	252,240
Total Construction in Progress	16,887,938	14,554,067	661	2,080,970	252,240
Net Utility Plant	147,063,308	107,821,471	29,564,363	8,456,828	1,220,647
Deferred Outflow of Resources-GASB68	6,895,249	6,895,249	0	0	0
Deferred Outflow of Resources-GASB75	22,539	22,539	0	0	0
TOTAL ASSETS	\$201,788,845	\$152,884,142	\$37,696,937	\$9,497,473	\$1,710,293

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**NORTH MARIN WATER DISTRICT
STATEMENT OF NET POSITION
FOR THE PERIOD ENDING JUNE 30, 2023**

	TOTAL	NOVATO WATER	NOVATO RECYCLED	WEST MARIN WATER	OCEANA MARIN SEWER
LIABILITIES AND NET ASSETS					
Current Liabilities					
Trade Accounts Payable	\$2,652,872	\$2,652,872	\$0	\$0	\$0
Reimbursement Prog. Unclaimed Funds	398,291	378,041	0	20,250	0
Loan Debt Principal Payable-Current	1,403,595	452,855	950,740	0	0
Bank of Marin Principal Payable-Current	422,223	368,179	0	54,045	0
JP Morgan/Chase AMI Loan-Current	290,000	290,000	0	0	0
Webster Bank-Admin Bldg/CIP Loan-Current	753,254	753,254	0	0	0
WM Loan Due to Novato-Current	88,253	0	0	88,253	0
Accrued Interest Payable-SRF Loan	100,031	0	100,031	0	0
JP Morgan/Chase AMI Loan Interest Payable	29,366	29,366	0	0	0
Webster Bank Loan Interest Payable	198,214	198,214	0	0	0
WM Loan from Novato-Loan Interest Payable	27,467	0	0	27,467	0
Deposits/Performance Bonds	429,557	396,057	0	30,500	3,000
Unemployment Insurance Reserve (Note 8)	23,400	23,400	0	0	0
Workers' Comp Future Claims Payable	20,125	18,659	534	666	266
Payroll Benefits (Note 9)	981,010	891,991	37,370	39,812	11,837
Enterprise Vehicle Leases	132,283	132,283	0	0	0
Lease Liability-Current	66,841	66,841	0	0	0
Deferred Revenue	303,568	294,635	912	8,021	0
Total Current Liabilities	\$8,320,350	\$6,946,647	\$1,089,587	\$269,014	\$15,103
Restricted Liabilities					
Construction Advances	\$848,769	\$773,769	\$0	\$75,000	\$0
Total Restricted Liabilities	\$848,769	\$773,769	\$0	\$75,000	\$0
Long Term Liabilities (Note 7)					
JP Morgan/Chase AMI Loan Payable	\$2,985,000	\$2,985,000	\$0	\$0	\$0
Webster Bank-Admin Bldg/CIP Loan Payable	18,367,077	18,367,077	0	0	0
WM Loan from Novato	911,747	0	0	911,747	0
STP Rehab SRF Loan	5,353,189	5,353,189	0	0	0
RWF SRF Loan	782,256	0	782,256	0	0
RWS North/South Expansion SRF Loan	4,872,887	0	4,872,887	0	0
RWS Central Expansion SRF Loan	5,858,350	0	5,858,350	0	0
Bank of Marin Loan	3,581,140	3,122,754	0	458,386	0
Enterprise Vehicle Leases	265,297	265,297	0	0	0
Lease Liability	0	0	0	0	0
Net Pension Liability	17,178,160	17,178,160	0	0	0
Total OPEB Liability (Note 2)	4,287,222	4,287,222	0	0	0
Total Long Term Liabilities	\$64,442,325	\$51,558,699	\$11,513,493	\$1,370,133	\$0
Deferred Inflow of Resources-GASB 68	1,354,160	1,354,160	0	0	0
Deferred Inflow of Resources-GASB 75	324,457	324,457	0	0	0
Deferred Inflow of Resources-Leases	359,913	\$344,057	0	\$15,855	0
TOTAL LIABILITIES	\$75,649,974	\$61,301,789	\$12,603,080	\$1,730,002	\$15,103

**NORTH MARIN WATER DISTRICT
STATEMENT OF NET POSITION
FOR THE PERIOD ENDING JUNE 30, 2023**

	TOTAL	NOVATO WATER	NOVATO RECYCLED	WEST MARIN WATER	OCEANA MARIN SEWER
Net Assets					
Invested in Capital Assets					
Contributions in Aid of Construction	\$88,032,830	\$79,343,537	\$5,810,128	\$2,199,410	\$679,755
Grants in Aid of Construction	14,288,578	426,448	10,108,537	3,647,642	105,950
Connection Fees	46,598,037	31,152,209	12,181,005	2,443,367	821,455
Total Investment	\$148,919,445	\$110,922,194	\$28,099,671	\$8,290,420	\$1,607,161
Restricted Reserves					
Connection Fee Fund	(\$8,365,504)	(\$7,126,285)	\$0	(\$911,875)	(\$327,344)
Deer Island RWF Replacement Fund	215,000	0	215,000	0	0
Capital Replacement & Expansion Fund	2,417,211	0	2,417,211	0	0
RWS North/South SRF Reserve Fund	614,299	0	614,299	0	0
RW Central Area SRF Reserve Fund	275,773	0	275,773	0	0
Designated Reserves					
Liability Contingency Fund	1,705,370	1,606,485	0	98,885	0
Maintenance Accrual Fund	4,000,000	4,000,000	0	0	0
Retiree Medical Benefits Fund	2,759,513	2,759,513	0	0	0
Operating Reserve Fund	6,339,000	5,780,000	235,000	250,000	74,000
Webster Bank-Admin Bldg/CIP Reserve	10,480,981	10,480,981	0	0	0
Earned Surplus - Prior Yrs	(54,907,311)	(48,819,123)	(6,625,087)	127,832	409,067
Net Income/(Loss)	4,120,998	4,351,075	(126,009)	(40,791)	(63,278)
Prior Period Adjustment	0	0	0	0	0
Transfer (To)/From Reserves (see below)	7,564,096	7,627,512	(12,000)	(47,000)	(4,416)
Total Restricted & Designated	(\$22,780,575)	(\$19,339,842)	(\$3,005,813)	(\$522,949)	\$88,029
TOTAL NET POSITION	\$126,138,870	\$91,582,353	\$25,093,858	\$7,767,471	\$1,695,190
Transfer (To)/From Reserves					
Connection Fee	(\$416)	\$0	\$0	\$0	(\$416)
Liability Reserve	0	0	0	0	0
Capital Replacement & Expansion Fund	0	0	0	0	0
Maintenance Reserve	0	0	0	0	0
RWF Replacement Fund	0	0	0	0	0
Retiree Medical Insurance Fund	0	0	0	0	0
(Gain)/Loss WC Fund	0	0	0	0	0
Bank of Marin Project Fund	0	0	0	0	0
Operating Reserve Fund	(120,000)	(57,000)	(12,000)	(47,000)	(4,000)
Trsf to Webster Bank-Admin Bldg/CIP Func	7,684,512	7,684,512	0	0	0
Total Transfer	\$7,564,096	\$7,627,512	(\$12,000)	(\$47,000)	(\$4,416)
TOTAL LIABILITIES AND FUND BALANCE	\$201,788,845	\$152,884,142	\$37,696,937	\$9,497,473	\$1,710,293

**NORTH MARIN WATER DISTRICT
SOURCES AND USES OF FUNDS STATEMENT - ALL SERVICE AREAS COMBINED
FOR THE PERIOD ENDING JUNE 30, 2023**

	YTD Actual	Annual Budget	YTD/ Budget %	Prior YTD Actual
OPERATING REVENUE				
Water Sales	\$16,344,304	\$19,105,000	86%	\$16,381,388
Bimonthly Service Charge	7,017,425	5,718,000	123%	6,517,572
Sewer Service Charge	304,560	306,000	100%	290,460
Wheeling & Misc Service Charges	409,457	381,000	107%	398,361
TOTAL OPERATING REVENUE	\$24,075,746	\$25,510,000	94%	\$23,587,782
OPERATING EXPENDITURES				
Source of Supply	\$5,001,982	\$6,182,000	81%	\$6,450,873
Pumping	493,028	627,000	79%	522,717
Operations	678,574	1,120,000	61%	1,385,266
Water Treatment	2,353,464	2,802,000	84%	2,588,135
Sewer Service	220,375	195,000	113%	217,921
Transmission & Distribution	2,913,849	3,898,000	75%	4,557,126
Consumer Accounting	386,333	508,000	76%	501,006
Water Conservation	320,596	462,000	69%	563,288
General & Administrative	3,499,860	3,222,000	109%	4,877,010
Depreciation	4,523,906	4,077,000	111%	4,023,236
TOTAL OPERATING EXPENDITURES	\$20,391,965	\$23,093,000	88%	\$25,686,578
NET OPERATING INCOME (LOSS)	\$3,683,781	\$2,417,000	152%	(\$2,098,796)
NON-OPERATING REVENUE/(EXPENSE)				
Tax Proceeds	\$140,595	\$123,000	114%	\$130,154
Interest Revenue	1,231,380	332,000	371%	207,619
Miscellaneous Revenue	287,229	142,000	202%	(464,381)
Bond & Loan Interest Expense	(1,206,332)	(1,119,000)	108%	(907,042)
Miscellaneous Expense	(15,653)	(590,000)	3%	(135,925)
Capital Contribution Expense-NSD & LGVSD	0	(407,000)	0%	0
TOTAL NON-OP REVENUE/(EXPENSE)	\$437,218	(\$1,519,000)	-29%	(\$1,169,574)
NET INCOME/(LOSS)	\$4,120,998	\$898,000	459%	(\$3,268,371)
OTHER SOURCES/(USES) OF FUNDS				
Add Depreciation Expense	\$4,523,906	\$4,077,000	111%	\$4,023,236
Connection Fees	437,680	902,000	49%	961,980
Loan Proceeds	0	12,150,000	0%	20,000,000
Grant Proceeds	377,573	1,300,000	29%	273,009
Marin County Club Loan Principal Pmts	3,837	39,000	10%	(4,597)
Caltrans AEEP Capital Contribution	(1,548)	0	-	90,393
MMWD AEEP Capital Contribution	0	205,000	0%	0
Transfers In from Capital Expansion Fund	0	350,000		
Capital Equipment Expenditures	(403,350)	(557,000)	72%	(327,424)
Capital Improvement Projects	(9,814,362)	(18,899,000)	52%	(4,024,865)
Lease Assets Acquisition	0	0	-	(587,691)
Bond & Loan Principal Payments	(3,506,933)	(3,459,000)	101%	(2,133,404)
Change in Working Capital	(2,979,983)	69,000		5,058,369
TOTAL OTHER SOURCES/(USES)	(\$11,363,180)	(\$3,823,000)	297%	\$23,329,006
CASH INCREASE/(DECREASE)	(\$7,242,182)	(\$2,925,000)	248%	\$20,060,635

**NORTH MARIN WATER DISTRICT
INCOME STATEMENT AND CASH FLOW BY SERVICE AREA
FOR THE PERIOD ENDING JUNE 30, 2023**

SUMMARY INCOME STATEMENT

	TOTAL	NOVATO WATER	NOVATO RECYCLED	WEST MARIN WATER	OCEANA MARIN SEWER
Operating Revenue	\$24,075,746	\$21,379,165	\$1,485,372	\$906,648	\$304,560
Operating Expense	20,391,965	17,665,659	1,469,853	913,032	343,421
OPERATING INCOME/(LOSS)	\$3,683,781	\$3,713,507	\$15,519	(\$6,384)	(\$38,861)
Non-Operating Revenue/(Expense)	437,218	637,569	(141,528)	(34,407)	(24,416)
NET INCOME/(LOSS)	\$4,120,998	\$4,351,075	(\$126,009)	(\$40,791)	(\$63,278)

CAPITAL CONTRIBUTIONS

Developer In-Kind Contributions	\$947,590	\$898,939	\$0	\$48,651	\$0
Caltrans AEEP Capital Contributions	(1,548)	(1,548)	0	0	0
Connection Fees	437,680	437,680	0	0	0
Cal OES & CA Dept of Water Resources Grants	377,573	0	0	359,890	17,683
FRC Transfer	0	(614,299)	614,299	0	0
CAPITAL CONTRIBUTIONS	\$1,761,295	\$720,772	\$614,299	\$408,541	\$17,683
Prior Period Adjustments	0	0	0	0	0
CHANGE IN NET POSITION	\$5,882,294	\$5,071,848	\$488,290	\$367,751	(\$45,594)
Net Position June 30, 2022	120,256,577	86,510,505	24,605,568	7,399,720	1,740,784
Net Position June 30, 2023	\$126,138,870	\$91,582,353	\$25,093,858	\$7,767,471	\$1,695,190

CASH FLOW STATEMENT

Net Income/(Loss)	\$4,120,998	\$4,351,075	(\$126,009)	(\$40,791)	(\$63,278)
Add back Depreciation	4,523,906	3,455,892	788,511	233,218	46,285
Cash Generated From Operations	\$8,644,904	\$7,806,967	\$662,502	\$192,427	(\$16,993)
Other Sources (Uses) of Funds					
Connection Fee Revenue	\$437,680	\$437,680	\$0	\$0	\$0
Grant Proceeds	377,573	0	0	359,890	17,683
Capital Assets Acquisition	(10,217,712)	(9,639,480)	(661)	(460,077)	(117,493)
Caltrans AEEP Capital Contribution	(1,548)	(1,548)	0	0	0
Marin Country Club Loan Principal Pmts	3,837	0	3,837	0	0
Principal Paid on Debt	(3,506,933)	(2,738,243)	(716,415)	(52,275)	0
Consumer Receivables Decr (Incr)	237,243	145,403	122,342	(28,978)	(1,523)
Construction Advances (Decr) Incr	104,230	191,222	0	(86,991)	0
Other Assets Decr (Incr)	(3,918,980)	(4,195,452)	152,032	7,079	117,362
Other Liabilities (Decr) Incr	518,898	738,402	(247,275)	26,944	827
Trade Accounts Payable (Decr) Incr	78,625	83,889	0	(5,263)	0
Connection Fee Transfer	0	(614,299)	614,299	0	0
Interdistrict Transfers	0	0	0	0	0
Total Other Sources (Uses)	(\$15,887,086)	(\$15,592,427)	(\$71,842)	(\$239,673)	\$16,856
Net Cash Provided (Used)	(\$7,242,182)	(\$7,785,459)	\$590,660	(\$47,245)	(\$137)
MV Cash & Investments June 30, 2022	\$44,658,187	\$37,160,662	\$6,219,625	\$793,256	\$484,643
MV Cash & Investments June 30, 2023	\$37,416,005	\$29,375,203	\$6,810,285	\$746,011	\$484,506

**NOVATO WATER
DETAIL INCOME STATEMENT
FOR THE PERIOD ENDING JUNE 30, 2023**

	JUNE 2023	YEAR TO DATE ACTUAL	YTD/ BUDGET%	PRIOR YTD ACTUAL
OPERATING REVENUE				
Water Sales	\$1,492,566	\$14,413,094	87%	\$14,285,740
Bill Adjustments	(2,856)	(58,862)	98%	(60,960)
Bimonthly Service Charges	535,614	6,625,825	124%	6,158,496
Account Turn-on Charges	4,945	84,950	139%	5,470
New Account Charges	285	3,995	100%	4,845
Returned Check Charges	18	315	26%	180
Hydrant Meter Up/Down Charges	300	1,060	28%	720
Backflow Service Charges	14,357	171,784	143%	161,764
Lab Service-Outside Clients	9,623	33,913	130%	32,170
Wheeling Charges - MMWD	22,655	103,093	73%	185,554
TOTAL OPERATING REVENUE	\$2,077,506	\$21,379,165	96%	\$20,773,979
TOTAL EXPENDITURES				
SOURCE OF SUPPLY				
Supervision & Engineering	\$135	\$6,375	71%	\$7,803
Operating Expense - Source	(1,676)	2,473	16%	7,071
Maint/Monitoring of Dam	7,685	28,304	74%	25,569
Maint of Lake & Intakes	152	3,729	27%	4,858
Maint of Structures	0	35	1%	94
Maint of Watershed	135	15,487	49%	8,144
Water Quality Surveillance	0	1,009	46%	1,041
Fishery Maint	0	0	0%	122
Erosion Control	0	0	0%	0
Purchased Water	469,994	4,596,407	81%	6,032,725
Purchased Water-Backfeed	0	0	-	40,796
Fines, Penalties & Fees	10,550	10,550	-	12,000
GASB68 Adjustment	(6,822)	(6,822)	-85%	6,530
GASB75 Adjustment (OPEB)	49	49	-	28
SOURCE OF SUPPLY	\$480,203	\$4,657,596	81%	\$6,146,781
PUMPING				
Operating Expense - Pumping	\$0	\$0	-	\$2,191
Maint of Structures & Grounds	\$2,053	\$35,189	110%	\$36,389
Maint of Pumping Equipment	6,138	25,277	52%	42,812
Electric Power	41,580	375,765	84%	359,043
GASB68 Adjustment (Pension)	(13,498)	(13,498)	-84%	13,603
GASB75 Adjustment (OPEB)	98	98	-	59
PUMPING	\$36,371	\$422,830	77%	\$454,098
OPERATIONS				
Supervision & Engineering	\$40,810	\$311,733	148%	\$263,145
Operating Expense - Operations	32,388	468,571	123%	471,789
Maintenance Expense	2,137	59,444	93%	66,390
Telemetry Equipment/Controls Maint	3,145	61,723	101%	49,589
Leased Lines	1,954	24,657	123%	19,900
GASB68 Adjustment (Pension)	(377,676)	(377,676)	-192%	272,070
GASB75 Adjustment (OPEB)	2,734	2,734	-	1,183
OPERATIONS	(\$294,508)	\$551,185	59%	\$1,144,066

NOVATO WATER
DETAIL INCOME STATEMENT
FOR THE PERIOD ENDING JUNE 30, 2023

	JUNE 2023	YEAR TO DATE ACTUAL	YTD/ BUDGET%	PRIOR YTD ACTUAL
WATER TREATMENT				
Supervision & Engineering	\$22,931	\$267,542	143%	\$156,755
Operating Expense - Water Treatment	48,350	405,127	162%	179,108
Purification Chemicals	361,793	758,895	174%	122,050
Sludge Disposal	28,312	108,552	98%	102,553
Maint of Structures & Grounds	6,590	69,097	83%	129,505
Maint of Purification Equipment	25,466	375,819	170%	336,154
Electric Power	21,219	159,409	102%	130,849
Water Quality Programs	7,108	88,679	108%	95,503
Laboratory Direct Labor	36,836	397,256	85%	403,944
Lab Service-Outside Clients	4,138	30,130	274%	26,575
Water Quality Supervision	8,753	96,591	110%	95,372
Laboratory Supplies & Expense	11,616	85,302	114%	77,229
Customer Water Quality	14,703	48,724	108%	29,109
Lab Cost Distributed	(3,440)	(36,448)	-	(34,467)
GASB68 Adjustment (Pension)	(667,091)	(667,091)	-223%	446,193
GASB75 Adjustment (OPEB)	4,828	4,828	-	1,942
WATER TREATMENT	(\$67,890)	\$2,192,411	87%	\$2,298,375
TRANSMISSION & DISTRIBUTION				
Supervision & Engineering	\$49,677	\$605,464	89%	\$847,258
Maps & Records	157,979	358,810	246%	161,665
Operation of T&D System	11,200	152,839	165%	236,465
Facilities Location	15,314	145,622	106%	147,659
Safety: Construction & Engineering	2,503	59,491	150%	61,750
Customer Service Expense	16,442	216,777	82%	227,293
Flushing	0	87,776	172%	3,305
Storage Facilities Expense	25,553	143,886	136%	93,351
Cathodic Protection	1,618	12,344	112%	5,395
Maint of Valves/Regulators	17,338	171,775	112%	200,184
Maint of Mains	23,057	342,892	205%	208,908
Leak Detection - Mains	1,509	19,998	83%	23,697
Backflow Prevention Program	65,546	429,124	181%	219,653
Maint of Copper Services	26,102	178,035	132%	162,071
Maint of PB Service Lines	44,097	410,625	97%	446,468
Single Service Installations	(13,630)	11,601	15%	73,960
Maint of Meters	14,836	142,991	134%	134,147
Detector Check Assembly Maint	28,041	118,366	143%	95,333
Maint of Hydrants	2,419	63,961	81%	66,127
GASB68 Adjustment (Pension)	(1,056,239)	(1,056,239)	-164%	930,478
GASB75 Adjustment (OPEB)	7,645	7,645	-	4,049
TRANSMISSION & DISTRIBUTION	(\$558,994)	\$2,623,782	72%	\$4,349,216

**NOVATO WATER
DETAIL INCOME STATEMENT
FOR THE PERIOD ENDING JUNE 30, 2023**

	JUNE 2023	YEAR TO DATE ACTUAL	YTD/ BUDGET%	PRIOR YTD ACTUAL
CONSUMER ACCOUNTING				
Meter Reading	\$1,932	\$24,833	92%	\$24,322
Collection Expense - Labor	2,593	17,474	73%	2,231
Collection Expense - Agency	44	466	23%	1,369
Billing & Consumer Accounting	10,992	146,932	96%	139,943
Contract Billing	1,299	15,937	106%	16,054
Stationery, Supplies & Postage	5,476	70,093	117%	64,404
Online Payment Processing Fees	9,557	63,588	106%	63,948
Lock Box Service	912	27,669	252%	10,998
Uncollectable Accounts	2,950	28,966	290%	16,641
Office Equipment Expense	540	70,038	109%	72,994
Distributed to West Marin (4.1%)	(1,187)	(16,216)	101%	(15,814)
GASB68 Adjustment (Pension)	(86,919)	(86,919)	-132%	65,296
GASB75 Adjustment (OPEB)	(86,290)	629	-	285
CONSUMER ACCOUNTING	(\$138,102)	\$363,490	76%	\$462,670
WATER CONSERVATION				
Residential	\$18,839	\$244,877	92%	\$277,579
Commercial	917	7,053	141%	3,802
Public Outreach/Information	29,757	152,032	137%	155,594
Large Landscape	330	6,150	61%	12,839
GASB68 Adjustment (Pension)	(97,961)	(97,961)	-178%	87,338
GASB75 Adjustment (OPEB)	709	709	-	381
TOTAL WATER CONSERVATION	(\$47,408)	\$312,860	70%	\$537,533
GENERAL AND ADMINISTRATIVE				
Directors Fees	\$2,690	\$39,752	86%	\$49,430
Legal Fees	2,655	17,775	57%	\$39,618
Human Resources	41,820	178,713	92%	195,851
Auditing Fees	6,098	17,034	68%	16,536
Consulting Services/Studies	94,093	234,764	72%	379,469
General Office Salaries	104,045	1,352,742	108%	1,274,278
Safety: General District Wide	3,185	42,604	95%	37,241
Office Supplies	2,334	36,651	102%	29,902
Employee Events	967	5,727	48%	4,486
Other Administrative Expense	45	2,782	25%	7,992
Election Cost	0	250	1%	0
Dues & Subscriptions	143	86,970	89%	109,973
Vehicle Expense	676	8,173	102%	7,977
Meetings, Conferences & Training	16,624	193,107	124%	117,872
Recruitment Expense	0	1,705	85%	1,565
Gas & Electricity	600	8,656	21%	40,713
Telephone	1,517	19,242	123%	9,951
Water	249	1,602	80%	1,992
Buildings & Grounds Maint	1,951	60,537	189%	73,213
Office Equipment Expense	8,051	160,147	125%	120,327
Insurance Premiums & Claims	17,939	222,928	114%	169,739
Retiree Medical Benefits	18,960	216,719	98%	207,255
(Gain)/Loss on Overhead Charges	31,218	(10,028)	-6%	(53,090)
G&A Applied to Other Operations (5.9%)	(17,416)	(209,109)	124%	(201,306)
G&A Applied to Construction	(33,610)	(392,391)	108%	(347,918)
GASB75 Adjustment (OPEB)	6,352	6,352	-	(5,993)
GASB68 Adjustment (Pension)	(733,352)	782,208	168%	2,251,266
GENERAL & ADMINISTRATIVE	(\$422,164)	\$3,085,612	103%	\$4,538,340
Depreciation (Note 5)	253,115	3,455,892	115%	3,007,398
TOTAL OPERATING EXPENSE	(\$759,377)	\$17,665,659	87%	\$22,938,477
OPERATING INCOME/(LOSS)	\$2,836,883	\$3,713,507	192%	(\$2,164,498)

**NOVATO WATER
DETAIL INCOME STATEMENT
FOR THE PERIOD ENDING JUNE 30, 2023**

	JUNE 2023	YEAR TO DATE ACTUAL	YTD/ BUDGET%	PRIOR YTD ACTUAL
NON-OPERATING REVENUE				
Interest:				
General Funds	\$3,300	\$518,063	207%	(\$1,627)
Wohler Pipeline Financing Fund	27,467	27,467	-	0
Retiree Medical Insurance Fund	0	101,816	1131%	89,853
Interest Revenue-Leases	(187)	12,084	-	13,207
Worker's Comp Fund	0	444	-	1,153
Admin Bldg/CIP Project Fund	0	386,618	-	0
Aqueduct Energy Efficiency Proj Fund	0	0	0%	0
Funds Held in County Treasury	19,263	34,507	173%	(14,460)
MMWD Interconnection Agreement Loan	0	52,378		56,418
Total Interest Revenue	\$49,842	\$1,133,378	405%	\$144,544
Rents & Leases	(10,020)	64,341	80%	89,308
Tax Proceeds	5,668	140,595		4,522
Other Non-Operating Revenue	16,662	36,425	65%	63,361
Gain/(Loss) on MV of Investments	(98,386)	213,960	-	(623,484)
NON-OPERATING REVENUE	(\$36,233)	\$1,588,699	382%	(\$321,749)
NON-OPERATING EXPENSE				
Bank of Marin AEEP Loan Interest Exp	\$10,964	\$125,917	100%	\$137,863
STP SRF Loan Interest Expense	11,144	154,744	100%	175,634
Debt Issuance Costs	0	0	-	124,000
JP Morgan/Chase AML Loan Interest Expense	7,341	93,201	98%	100,581
Webster Bank Loan Interest Expense	49,554	561,623	120%	104,819
Other Non-Operating Expense	(647)	15,645	4%	134,292
NON-OPERATING EXPENSE	\$78,356	\$951,130	76%	\$777,189
NET INCOME/(LOSS)	\$2,722,294	\$4,351,075	396%	(\$3,263,435)
BEGINNING FUND EQUITY				
		\$86,510,505		\$89,023,591
NET INCOME/(LOSS)	2,722,294	4,351,075		(3,263,435)
CONTRIBUTED CAPITAL				
Developer 'In-Kind' Contributions	23,399	898,939	-	488,540
Caltrans AEEP Capital Contribution	(3,637)	(1,548)	-	90,393
Connection Fees	234,120	437,680	50%	900,380
FRC Transfer to/from Recycled Water	(96,153)	(614,299)	69%	(743,438)
Prior Period Adjustment (Note 12)	0	0	-	14,475
ENDING FUND EQUITY		\$91,582,353		\$86,510,505

**NOVATO RECYCLED WATER
DETAIL INCOME STATEMENT
FOR THE PERIOD ENDING JUNE 30, 2023**

	JUNE 2023	YEAR TO DATE ACTUAL	YTD/ BUDGET%	PRIOR YTD ACTUAL
OPERATING REVENUE				
Recycled Water Sales	\$149,810	\$1,314,835	75%	\$1,520,541
Bimonthly Service Charges	10,636	134,313	109%	121,197
Water Loads	4,200	36,225	242%	15,595
TOTAL OPERATING REVENUE	\$164,646	\$1,485,372	79%	\$1,657,333
OPERATING EXPENSE				
SOURCE OF SUPPLY				
Supervision & Engineering	\$0	\$757	-	\$0
Purchased Water - NSD	72,057	290,874	108%	245,216
Purchased Water - LGVSD	(42,430)	39,536	36%	20,908
SOURCE OF SUPPLY	\$29,627	\$331,168	87%	\$266,124
PUMPING				
Maint of Structures & Grounds	\$0	\$0	0%	\$0
Maint of Pumping Equipment	0	0	0%	369
Electric Power	401	2,624	87%	3,046
GASB68 Adjustment (Pension)	(369)	(369)	-37%	273
GASB75 Adjustment (OPEB)	3	3	-	2
PUMPING	\$35	\$2,258	32%	\$3,689
OPERATIONS				
Supervision & Engineering	\$928	\$11,041	84%	\$13,861
Operating Expense - Operations	63	276	3%	19,714
Potable Water Consumed	26,834	67,496	135%	88,670
Maintenance Expense	0	3,984	48%	18,837
Telemetry Equipment/Controls Maint	0	0	0%	488
GASB68 Adjustment (Pension)	(6,832)	(6,832)	-46%	18,229
GASB75 Adjustment (OPEB)	49	49	-	79
OPERATIONS	\$21,042	\$76,014	73%	\$159,879
WATER TREATMENT				
Purification Chemicals	\$0	\$1,464	49%	\$3,834
Maint of Purification Equipment	800	1,802	16%	2,590
Electric Power	0	0	0%	5,324
Water Quality Programs	0	0	-	1,662
Laboratory Direct Labor	0	702	22%	765
Customer Water Quality	0	180	2%	2
Lab Expense Distributed from Novato	2	367	-	405
GASB68 Adjustment (Pension)	(706)	(706)	-35%	1,632
GASB75 Adjustment (OPEB)	5	5	-	7
WATER TREATMENT	\$101	\$3,814	12%	\$16,221
TRANSMISSION & DISTRIBUTION				
Supervision & Engineering	\$263	\$2,859	54%	(\$290)
Maps & Records	89,594	89,594	22399%	0
Operation of T&D System	0	0	0%	9
Safety: Construction & Engineering	131	131	-	0
Facilities Location	0	0	0%	812
Cathodic Protection	0	0	0%	0
Customer Service Expense	2,106	24,955	188%	33,797
Storage Facilities Expense	26	1,312	31%	2,198
Maint of Valves/Regulators	0	10,040	115%	0
Backflow Prevention Program	0	0	0%	0
Single Service Installations	0	8,987	-	0
Hydrant Maint & Operations	0	0	0%	0
Maint of Meters	0	0	0%	0
Maint of Mains	4,201	10,267	156%	336
GASB68 Adjustment (Pension)	(19,991)	(19,991)	-200%	13,604
GASB75 Adjustment (OPEB)	145	145	-	59
TRANSMISSION & DISTRIBUTION	\$76,475	\$128,299	173%	\$50,526

**NOVATO RECYCLED WATER
DETAIL INCOME STATEMENT
FOR THE PERIOD ENDING JUNE 30, 2023**

	JUNE 2023	YEAR TO DATE ACTUAL	YTD/ BUDGET%	PRIOR YTD ACTUAL
CONSUMER ACCOUNTING				
Distributed from Novato (0.2%)	\$121	\$1,627	81%	\$1,579
CONSUMER ACCOUNTING	\$121	\$1,627	81%	\$1,579
GENERAL AND ADMINISTRATIVE				
Legal Fees	\$0	\$0	0%	\$0
Dues & Subscriptions	0	0	0%	0
Consulting Services/Studies	2,907	27,709	-	18,944
Distributed from Novato (2.4%)	7,311	87,783	98%	90,432
GASB68 Adjustment	1,920	22,670	-	9,854
GENERAL & ADMINISTRATIVE	\$12,138	\$138,163	133%	\$119,229
Depreciation (Note 5)	65,709	788,511	100%	768,645
TOTAL OPERATING EXPENSE	\$205,250	\$1,469,853	99%	\$1,385,891
OPERATING INCOME/(LOSS)	(\$40,604)	\$15,519	4%	\$271,442
NON-OPERATING REVENUE				
Interest:				
General Funds	\$0	\$74,347	1487%	\$29,688
RWF Replacement Fund	0	0	\$0	14,271
Self-Insured Workers' Comp Fund	0	13	-	24
StoneTree RWF Loan	884	9,009	90%	11,177
Total Interest Revenue	\$884	\$83,369	208%	\$55,159
Other Non-Operating Revenue	0	0	-	0
NON-OPERATING REVENUE	\$884	\$83,369	208%	\$55,159
NON-OPERATING EXPENSE				
RWF SRF Loan Interest Expense	\$2,547	\$30,568	102%	\$36,259
Expansion SRF Loan Interest Expense	10,583	194,328	97%	207,650
Other Non-Operating Expense	0	0	-	0
Interest-Advance from Novato (Note 10)	0	0	-	0
Capital Contribution Expense-NSD&LGVSD	0	0	0%	0
GASB68 Adjustment	0	0	-	0
NON-OPERATING EXPENSE	\$13,131	\$224,896	27%	\$243,909
NET INCOME/(LOSS)	(\$52,851)	(\$126,009)	32%	\$82,693
BEGINNING FUND EQUITY				
NET INCOME/(LOSS)	(52,851)	(126,009)		82,693
Developer 'In-Kind' Contributions	0	0	-	0
FRC Transfer to/from Novato	96,153	614,299	69%	743,438
RW Central Area Expansion Grant	0	0	-	146,634
Prior Period Adjustment (Note 12)	0	0		0
ENDING FUND EQUITY		\$25,093,858		\$24,605,568

**WEST MARIN WATER
DETAIL INCOME STATEMENT
FOR THE PERIOD ENDING JUNE 30, 2023**

	JUNE 2023	YEAR TO DATE ACTUAL	YTD/ BUDGET%	PRIOR YTD ACTUAL
OPERATING REVENUE				
Water Sales	\$59,493	\$652,327	78%	\$649,653
Bill Adjustments	(242)	(13,314)	53%	(29,181)
Bimonthly Service Charges	8,166	257,288	101%	237,879
Account Turn-on Charges	200	2,040	204%	0
New Account Charges	10	105	-	105
Returned Check Charges	0	36	-	0
Backflow Service Charges	1,367	8,167	117%	7,553
TOTAL OPERATING REVENUE	\$68,993	\$906,648	84%	\$866,009
OPERATING EXPENSE				
SOURCE OF SUPPLY				
Supervision & Engineering	\$2,096	\$4,573	65%	\$3,574
Operating Expense	(892)	929	15%	1,593
Maint of Structures	0	9,135	102%	16,155
Water Quality Surveillance	0	0	0%	0
Purchased Water - MMWD	0	0	-	15,279
Fines, Penalties & Fees	976	976	-	0
GASB68 Adjustment (Pension)	(2,413)	(2,413)	-60%	1,361
GASB75 Adjustment (OPEB)	18	18	-	6
SOURCE OF SUPPLY	(\$215)	\$13,218	49%	\$37,968
PUMPING				
Maint of Structures and Grounds	\$3,674	\$6,050	114%	\$14,695
Maint of Pumping Equip	5,414	30,275	181%	5,159
Electric Power	4,912	41,069	91%	40,431
GASB68 Adjustment (Pension)	(9,523)	(9,523)	-159%	4,625
GASB75 Adjustment (OPEB)	69	69	-	20
PUMPING	\$4,546	\$67,939	93%	\$64,930
OPERATIONS				
Supervision & Engineering	\$1,112	\$25,720	131%	\$22,901
Operating Expense	792	25,961	127%	29,609
Maintenance Expense	0	0	0%	1,076
Maint of Telemetry Lines	0	0	0%	0
Maint of Telemetry Equipment	645	22,073	171%	7,165
Leased Lines	244	4,009	80%	4,176
GASB68 Adjustment (Pension)	(26,581)	(26,581)	-127%	16,324
GASB75 Adjustment (OPEB)	192	192	-	71
OPERATIONS	(\$23,596)	\$51,374	62%	\$81,322
WATER TREATMENT				
Supervision & Engineering	\$1,180	\$11,989	106%	\$16,956
Operating Expense	3,084	41,790	93%	38,345
Purification Chemicals	1,870	1,689	34%	2,281
Maint of Structures & Grounds	0	1,874	43%	6,794
Maint of Purification Equipment	1,022	8,166	43%	10,212
Electric Power	385	19,982	83%	20,038
Laboratory Direct Labor	5,615	62,412	127%	58,920
Laboratory Services	1,840	8,820	88%	7,644
Water Quality Supervision	0	23,878	133%	10,269
Customer Water Quality	3,355	11,560	58%	16,263
Lab Expense Distributed from Novato	3,066	32,612	-	31,164
GASB68 Adjustment (Pension)	(68,025)	(68,025)	-131%	54,414
GASB75 Adjustment (OPEB)	492	492	-	237
WATER TREATMENT	(\$46,116)	\$157,239	61%	\$273,539

**WEST MARIN WATER
DETAIL INCOME STATEMENT
FOR THE PERIOD ENDING JUNE 30, 2023**

	JUNE 2023	YEAR TO DATE ACTUAL	YTD/ BUDGET%	PRIOR YTD ACTUAL
TRANSMISSION & DISTRIBUTION				
Supervision & Engineering	\$10,325	\$24,054	159%	\$12,563
Maps & Records	0	0	0%	0
Operating Expense	627	627	-	68
Facilities Location - USA	301	1,417	12%	5,787
Customer Service Expense	3,727	14,409	209%	8,645
Flushing	0	10,825	-	56
Storage Facilities Expense	11,104	70,010	190%	32,965
Cathodic Protection	0	0	0%	0
Maint of Valves	0	4,315	144%	1,379
Valve Operation Program	0	8,509	-	0
Maint of Mains	3,002	20,180	235%	29,265
Water Quality Maintenance	0	0	0%	33
Maint of Backflow Devices	0	0	0%	0
Backflow Dev Inspection/Survey	0	10,075	157%	1,463
Maint of Copper Services	0	1,824	73%	2,477
Maint of PB Service Lines	6,399	56,668	211%	21,886
Maint of Meters	0	2,982	78%	1,808
Detector Check Assembly Maint	0	475	28%	272
Maint of Hydrants	0	194	6%	2,986
Hydrant Operation	0	8,333	-	0
Single Service Installation	0	0	0%	(2,525)
GASB68 Adjustment (Pension)	(73,660)	(73,660)	-295%	38,090
GASB75 Adjustment (OPEB)	533	533	-	166
TRANSMISSION & DISTRIBUTION	(\$37,642)	\$161,768	99%	\$157,385
CONSUMER ACCOUNTING				
Meter Reading	\$881	\$11,475	109%	\$15,293
Collection Expense - Labor	0	361	72%	472
Uncollectable Accounts	0	1,579	158%	0
Distributed from Novato (3.6%)	988	13,236	102%	\$12,911
GASB68 Adjustment (Pension)	(7,309)	(7,309)	-244%	6,262
GASB75 Adjustment (OPEB)	53	53	-	27
CONSUMER ACCOUNTING	(\$5,388)	\$19,394	69%	\$34,965
WATER CONSERVATION				
Water Conservation Program	\$2,025	\$9,947	66%	\$21,660
GASB68 Adjustment (Pension)	(2,227)	(2,227)	-	4,077
GASB75 Adjustment (OPEB)	16	16	-	18
TOTAL WATER CONSERVATION	(\$186)	\$7,736	52%	\$25,755
GENERAL AND ADMINISTRATIVE				
Legal Fees	\$0	\$0	0%	\$1,948
Consulting Services/Studies	0	26,118	75%	20,482
Distributed from Novato (3.6%)	7,789	93,519	144%	82,580
GASB68 Adjustment (Pension)	7,275	81,508	-	67,151
GENERAL & ADMINISTRATIVE	\$15,064	\$201,145	195%	\$172,161
Depreciation (Note 5)	19,289	233,218	101%	200,647
TOTAL OPERATING EXPENSE	(\$74,243)	\$913,032	93%	\$1,048,671
OPERATING INCOME/(LOSS)	\$143,236	(\$6,384)	(7%)	(\$182,662)

**WEST MARIN WATER
DETAIL INCOME STATEMENT
FOR THE PERIOD ENDING JUNE 30, 2023**

	<u>JUNE 2023</u>	<u>YEAR TO DATE ACTUAL</u>	<u>YTD/ BUDGET%</u>	<u>PRIOR YTD ACTUAL</u>
NON-OPERATING REVENUE				
Interest - General Funds	\$0	\$5,528	79%	\$171
Interest - FRC	0	0	-	(13)
Interest - Self-Insured WC Fund	0	16	-	34
Interest Revenue-Leases	0	698	-	847
Rents & Leases	(161)	5,285	88%	5,285
Tax Proceeds - PR-2 Tax Allocation	0	0	0%	60,818
Other Non-Operating Revenue	0	16	-	898
NON-OPERATING REVENUE	<u>(\$161)</u>	<u>\$11,543</u>	16%	<u>\$68,041</u>
NON-OPERATING EXPENSE				
Bank of Marin Loan Interest Expense	\$1,597	\$18,483	97%	\$20,237
Loan from Novato-Interest Expense	2,289	27,467	-	0
Other Non-Operating Expense	0	0	0%	776
GASB68 Adjustment	0	0	-	0
NON-OPERATING EXPENSE	<u>\$3,886</u>	<u>\$45,950</u>	109%	<u>\$21,013</u>
NET INCOME/(LOSS)	<u>\$139,189</u>	<u>(\$40,791)</u>	(32%)	<u>(\$135,633)</u>
BEGINNING FUND EQUITY				
NET INCOME/(LOSS)	139,189	(40,791)		(135,633)
CONTRIBUTED CAPITAL				
New Gallagher Well #2 Grant	83,216	359,890	-	124,168
Developer 'In-Kind' Contributions	0	48,651	-	11,581
Connection Fees	0	0	-	61,600
PRIOR YEAR ADJUSTMENTS (Note 11c)	0	0		807
ENDING FUND EQUITY		<u>\$7,767,471</u>		<u>\$7,399,720</u>

**OCEANA MARIN SEWER
DETAIL INCOME STATEMENT
FOR THE PERIOD ENDING JUNE 30, 2023**

	JUNE 2023	YEAR TO DATE ACTUAL	YTD/ BUDGET%	PRIOR YTD ACTUAL
OPERATING REVENUE				
Sewer Service Charges	\$25,380	\$304,560	100%	\$290,460
TOTAL OPERATING REVENUE	\$25,380	\$304,560	100%	\$290,460
OPERATING EXPENSE				
SEWAGE COLLECTION				
Supervision & Engineering	\$1,302	\$46,488	104%	\$41,635
Inspection	0	0	0%	0
Maps & Records	0	0	0%	0
Operating Expense	308	1,544	8%	17,894
Facilities Location	0	0	0%	2,753
Maint of Telemetry Equipment	273	2,364	236%	241
Maint of Lift Stations	648	13,029	163%	9,790
Maint of Manholes	0	0	0%	0
Maint of Sewer Mains	72,957	75,812	1264%	398
Electric Power	1,915	21,764	136%	23,532
GASB68 Adjustment (Pension)	(14,844)	(14,844)	-495%	17,957
GASB75 Adjustment (OPEB)	108	108	-	79
SEWAGE COLLECTION	\$62,666	\$146,265	139%	\$114,279
SEWAGE TREATMENT				
Supervision & Engineering	\$0	\$0	-	\$0
Operating Expense	733	31,291	95%	13,503
Maint of Structures	0	0	0%	0
Maint of Equipment	81	3,030	34%	2,615
Laboratory Direct Labor	686	6,638	-	5,478
Lab Expense Distributed from Novato	372	3,469	58%	2,897
Electric Power	1,406	15,005	125%	13,719
GASB68 Adjustment (Pension)	(15,048)	(15,048)	89%	5,711
GASB75 Adjustment (OPEB)	2,585	2,585	-	25
SEWAGE TREATMENT	(\$9,186)	\$46,970	104%	\$43,949
SEWAGE DISPOSAL				
Operating Expense	\$2,264	\$12,790	108%	\$12,522
Maint of Pump Stations	678	5,611	57%	14,514
Maint of Storage Ponds	4,803	4,907	58%	15,625
Maint of Irrigation Field	9,128	13,842	177%	7,742
GASB68 Adjustment (Pension)	(10,083)	(10,083)	-144%	9,251
GASB75 Adjustment (OPEB)	73	73	-	40
SEWAGE DISPOSAL	\$6,863	\$27,140	60%	\$59,694
CONSUMER ACCOUNTING				
Collection Expense - County of Marin	\$0	\$468	-	\$468
Distributed from Novato (0.6%)	78	\$1,354	68%	1,323
CONSUMER ACCOUNTING	\$78	\$1,822	91%	\$1,791

**OCEANA MARIN SEWER
DETAIL INCOME STATEMENT
FOR THE PERIOD ENDING JUNE 30, 2023**

	JUNE 2023	YEAR TO DATE ACTUAL	YTD/ BUDGET%	PRIOR YTD ACTUAL
GENERAL AND ADMINISTRATIVE				
Consulting Services/Studies	\$11,507	\$22,323	-	\$492
Legal Fees	0	0	-	158
Distributed from Novato (1.1%)	2,316	27,806	116%	28,294
Liability Insurance	217	2,562	128%	2,364
GASB68 Adjustment	1,879	22,249	-	15,972
GENERAL AND ADMINISTRATIVE	\$15,918	\$74,940	288%	\$47,280
Depreciation (Note 5)	3,436	46,285	98%	46,546
TOTAL OPERATING EXPENSE	\$79,776	\$343,421	127%	\$313,539
OPERATING INCOME/(LOSS)	(\$54,396)	(\$38,861)	(108%)	(\$23,079)
NON-OPERATING REVENUE				
Rents & Leases	\$0	\$250	-	\$250
Interest - General Funds	0	8,385	210%	6,861
Interest - Self Insured WC Fund	0	6	-	15
Tax Proceeds - OM-1/OM-3 Tax Alloc	0	0	0%	64,814
Other Non-Operating Revenue	(33,049)	(33,049)	-	0
NON-OPERATING REVENUE	(\$33,049)	(\$24,407)	-36%	\$71,941
NON-OPERATING EXPENSE				
Other Non-Operating Expense	\$0	\$9	1%	\$857
GASB68 Adjustment	0	0	-	0
NON-OPERATING EXPENSE	\$0	\$9	1%	\$857
NET INCOME/(LOSS)	(\$87,445)	(\$63,278)	(62%)	\$48,005
BEGINNING FUND EQUITY				
NET INCOME/(LOSS)	(87,445)	(63,278)		48,005
CONTRIBUTED CAPITAL				
Contribution in Aid of Construction	0	0	-	0
Connection Fees	0	0	0%	0
FEMA/CAL OES Grant-OM Treatment Pond	2,320	17,683		2,207
PRIOR YEAR ADJUSTMENTS (Note 11d)	0	0		0
ENDING FUND EQUITY		\$1,695,190		\$1,740,784

**NORTH MARIN WATER DISTRICT
EQUIPMENT EXPENDITURES
PERIOD ENDING JUNE 30, 2023**

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	JUNE 2023	FYTD TOTAL	FY 22/23 BUDGET	(OVER) UNDER	Notes
1 Administration					
a. Admin Copier	\$0	\$17,794	\$40,000	\$22,206	
	\$0	\$17,794	\$40,000	\$22,206	
2 OPERATIONS/MAINTENANCE					
a. Meter Maintenance Program	\$0	\$127,065	\$150,000	\$22,935	
b. Total Organic Carbon (TOC) Analyzer	0	0	42,000	42,000	
	\$0	\$127,065	\$192,000	\$64,935	
3 ENGINEERING					
a. GPS Unit (Surveying)	\$0	\$0	\$40,000	\$40,000	
	\$0	\$0	\$40,000	\$40,000	
4 VEHICLE & ROLLING EQUIPMENT EXPENDITURES					
a. STP Forklift (5,000 Lbs)	\$42,858	\$42,858	\$60,000	\$17,143	
b. 100KW Portable Generator	0	0	60,000	60,000	
c. Leased Vehicles	0	215,634	205,000	(10,634)	
	\$42,858	\$258,491	\$325,000	\$66,509	
TOTAL EQUIPMENT EXPENDITURES	\$42,858	\$403,350	\$557,000	\$171,444	

**NORTH MARIN WATER DISTRICT
VEHICLE FLEET ANALYSIS
FOR PERIOD ENDING JUNE 30, 2023
Fiscal Year to Date**

Vehicle Cost per Mile

Year	Description	Veh#	Assigned	Mileage	Expense ¹	Recovery ²	Gain/(Loss)	Mileage	Life to Date	FYTD23	FYTD22
1	2002 Chev K1500 4x4	47	Construction	776	\$13,879	\$798	(\$13,081)	156,070	\$0.40	\$0.00	\$1.28
3	2008 Ford F250 4x4	506	Pool	1,999	\$6,248	\$112	(\$6,136)	82,412	\$0.85	\$0.00	\$0.23
4	2008 Chev Colorado 4x4	509	Construction	1,312	\$1,482	\$277	(\$1,206)	120,870	\$0.39	\$1.13	\$1.87
5	2010 Ford F150 4x4	511	Maintenance	3,132	\$545	\$259	(\$286)	107,263	\$0.51	\$0.17	\$3.61
6	2010 Ford F150	512	To be Auctioned	2,131	\$4,375	\$1,512	(\$2,863)	136,701	\$0.52	\$2.05	\$1.21
7	2010 Ford F150	513	Construction	4,395	\$1,656	\$1,922	\$265	98,560	\$0.47	\$0.38	\$0.12
8	2012 Ford F250	515	Williamson	11,769	\$7,377	\$11,578	\$4,201	99,392	\$0.64	\$0.63	\$2.83
9	2012 Ford F250	516	Pearce	13,192	\$12,400	\$12,807	\$407	112,191	\$0.63	\$0.94	\$1.14
10	2014 Ford F150	517	Kurfirst	5,355	\$3,156	\$10,115	\$6,959	32,402	\$0.64	\$0.59	\$0.22
11	2015 Ford F250 4x4	518	Maintenance	14,855	\$9,395	\$8,843	(\$552)	120,476	\$0.47	\$0.63	\$0.47
12	2015 Ford Escape 4X4	520	To be Auctioned	5,360	\$1,340	\$1,015	(\$325)	119,805	\$0.31	\$0.25	\$1.82
13	2015 Ford F150 4X4	521	Watkins/Shop	5,675	\$3,284	\$1,831	(\$1,453)	63,198	\$0.39	\$0.58	\$0.26
14	2016 Nissan Frontier	522	Roberto	6,516	\$2,350	\$541	(\$1,809)	60,112	\$0.39	\$0.36	\$0.21
15	2017 Ford Escape 4X4	523	Lab	3,237	\$1,144	\$1,883	\$739	39,572	\$0.34	\$0.35	\$1.92
16	2016 Nissan Frontier	524	Bynum	16,425	\$9,224	\$7,991	(\$1,234)	63,280	\$0.55	\$0.56	\$1.20
17	2018 Ford Cargo Van	526	On-Call	8,656	\$5,018	\$1,111	(\$3,908)	47,218	\$0.49	\$0.58	\$0.79
18	2018 Dodge Ram 2500	527	Breit	19,398	\$9,994	\$13,393	\$3,399	60,007	\$0.60	\$0.52	\$0.67
19	2019 Chev Colorado 4x4	528	Stompe	4,965	\$3,332	\$2,261	(\$1,071)	22,602	\$0.53	\$0.67	\$0.17
20	2019 NISSAN ROGUE	531	Eng/Wtr Consv	1,656	\$611	\$1,138	\$527	18,898	\$0.33	\$0.00	\$0.33
21	2019 NISSAN FRONTIER	533	Pool	8,978	\$6,287	\$6,440	\$153	34,732	\$0.46	\$0.70	\$0.39
22	2019 FORD F-150 2WD	534	Reed	5,337	\$2,552	\$6,321	\$3,769	10,865	\$0.53	\$0.48	\$0.17
23	2019 FORD F-150 4x4	535	STP	6,198	\$2,179	\$1,848	(\$331)	28,045	\$0.31	\$0.35	\$0.56
24	2020 CHEVROLET COLORADO 2WD	536	Lawrence	17,961	\$3,992	\$7,102	\$3,109	38,761	\$0.30	\$0.22	\$0.53
25	2020 FORD F250 4X4	537	Kehoe, Chris	14,456	\$7,453	\$7,399	(\$54)	44,918	\$0.51	\$0.52	\$0.85
26	2020 FORD F250 4X4	538	STP	4,403	\$2,089	\$2,072	(\$17)	13,724	\$0.53	\$0.47	\$0.16
27	2020 FORD F150 2WD	539	Construction	8,271	\$3,599	\$4,099	\$499	14,808	\$0.38	\$0.44	\$0.32
28	2020 FORD F150 2WD	540	Bergstrom	11,058	\$3,737	\$7,420	\$3,683	27,418	\$0.34	\$0.34	\$0.78
29	2021 NISSAN ROGUE	541	Clark	13,434	\$5,935	\$2,613	(\$3,322)	22,952	\$0.26	\$0.44	\$0.36
30	2021 NISSAN FRONTIER	542	STP	11,700	\$6,994	\$10,337	\$3,343	20,172	\$0.35	\$0.60	\$0.29
31	2021 Ford Ranger 4x4	543	LeBrun	7,849	\$5,824	\$9,313	\$3,489	21,826	\$0.27	\$0.74	\$0.41
32	2020 FORD F150	544	Grisso	1,638	\$835	\$2,527	\$1,692	1,638	\$0.51	\$0.51	\$0.00
33	2021 FORD F150	545	Kane	4,140	\$1,391	\$833	(\$558)	5,450	\$0.26	\$0.34	\$1.37
34	2021 FORD F150 4x4	546	Engineering	6,469	\$3,051	\$5,159	\$2,108	9,872	\$0.31	\$0.47	\$3.40
35	2022 CHEVY BOLT EUV	548	LAB	6,427	\$197	\$2,538	\$2,340	6,427	\$0.03	\$0.03	\$0.00
36	2023 CHEVY BOLT EUV	549	LeBrun	6,772	\$508	\$756	\$248	6,772	\$0.08	\$0.00	\$0.00
37	2022 Ford Ranger 4x4	550	Davenport	4,182	\$1,924	\$2,569	\$645	4,182	\$0.46	\$0.00	\$0.00
38	2022 Ford Ranger 2WD	551	Ladd	637	\$531	\$581	\$50	637	\$0.83	\$0.00	\$0.00
39	2022 Ford Ranger 2WD	552	Castellucci	5,743	\$1,559	\$5,289	\$3,730	5,743	\$0.27	\$0.00	\$0.00
40	2022 Ford Ranger 2WD	553	Moniz	4,860	\$2,069	\$4,473	\$2,404	4,860	\$0.43	\$0.00	\$0.00
41	2023 Ford Ranger 4x4	554	Kehoe, Chris	906	\$205	\$343	\$138	906	\$0.23	\$0.00	\$0.00
Total 3/4 Ton & Under				282,223	159,721	169,413	9,692	1,885,737	\$0.47	\$0.57	\$0.56
1	1999 Ford F350 W/Svc Body	19	Pool	395	\$692	\$371	(\$321)	140,375	\$0.00	\$0.00	\$0.25
2	2002 Int'l 5 Yd Dump	44	Construction	626	\$4,215	\$1,776	(\$2,439)	117,553	\$1.70	\$6.73	\$3.78
3	2006 Int'l 4300 Crew	503	Construction/Crew	1,917	\$3,573	\$25,522	\$21,949	57,189	\$2.38	\$1.86	\$1.76
4	2009 Peterbilt 325 Crew	508	Construction/Crew	3,752	\$20,215	\$19,453	(\$762)	49,830	\$1.82	\$5.39	\$2.08
5	2012 Int'l 5 Yd Dump	514	Construction	4,526	\$13,499	\$14,791	\$1,292	57,893	\$1.24	\$2.98	\$3.29
6	2015 Int'l 5 Yd Dump	519	Sjoblom	4,515	\$9,194	\$10,780	\$4,034	59,264	\$0.61	\$2.04	\$0.59
7	2017 Ford F350 4x4	525	Lemos	8,370	\$9,352	\$16,261	\$6,909	56,891	\$0.47	\$1.12	\$2.26
8	2019 FORD F550 3 YD DUMP	530	Construction	2,758	\$6,284	\$10,318	\$4,034	13,348	\$0.61	\$2.28	\$0.59
9	2021 Int'l 5 Yd Dump	547	Breit	3,066	\$12,278	\$756	(\$11,522)	4,580	\$0.11	\$4.00	\$3.55
Total 1 Ton & Over				29,925	\$79,303	\$100,028	\$23,173	556,923	\$1.27	\$2.65	\$2.79

¹ Expense amount shown excludes depreciation (approximately \$195,000 for FY23).

² Recovery is the amount charged to projects and operations to recover the expense of owning and operating the vehicle. Commencing 7/1/17 the recovery rate for vehicles 3/4-ton and under is \$7/hr and the recovery rate for vehicles 1-ton and over is \$14/hr. An additional 50% is charged to developer projects to reflect the fair market value of the vehicle being used.

**NORTH MARIN WATER DISTRICT
WATER CONSERVATION PROGRAM DETAIL
PERIOD ENDING JUNE 30, 2023**

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Description		COST THRU JUNE 2022	JUNE 2023	FYTD TOTAL	FY 22/23 BUDGET	(OVER) UNDER	TOTAL COST	Notes			
NOVATO											
a. Residential											
1-7700-01	1-7700-26	1	Cash for Grass	\$513,533	\$2,722	\$41,324	\$60,000	\$18,676	\$554,857	(e)	58001-01-21
1-7700-02	1-7700-27	2	Landscape Efficiency Rebates	32,897	388	7,159	6,000	(1,159)	40,056	(e)	58001-01-21
1-7700-03		3	Fixtures Purchases	71,840	0	0	5,000	5,000	71,840	(e)	58001-01-21
1-7700-06	1-7700-28	4	Washing Machine Rebates	362,244	855	5,084	5,000	(84)	367,327	(e)	58001-01-21
1-7700-07		5	Demonstration Garden Improvements	55,105	0	0	0	0	55,105	(e)	58001-01-21
1-7700-11	1-7700-29	6	Toilet Rebate-Residential	1,062,742	1,539	14,057	25,000	10,943	1,076,799	(e)	58001-01-21
1-7700-12		7	Toilet Rebate - MF	0	130	130	0	(130)	130	(e)	58001-01-21
1-7700-13		8	Residential Audits	492,345	1,268	7,708	20,000	12,292	500,053	(e)	58001-01-21
1-7700-15		9	High Efficiency Toilet Distribution	242,197	0	0	0	0	242,197	(e)	58001-01-21
1-7700-16		10	Water Waste Ordinance Monitoring	133,328	408	27,753	30,000	2,247	161,081	(e)	58001-01-21
1-7700-17	1-7700-31	11	Swimming Pool Cover Rebate	10,747	585	2,478	5,000	2,522	13,225	(e)	58001-01-21
1-7700-19	1-7700-32	12	ET Controller Rebate	56,235	850	3,390	6,000	2,610	59,625	(e)	58001-01-21
1-7700-08		13	Administration	1,852,654	9,134	124,637	126,000	1,363	1,977,291	(e)	58001-01-21
1-7700-20		14	New Development Wtr Cons Program	137,234	917	10,368	10,000	(368)	147,602	(e)	58001-01-21
1-7700-21	1-7700-33	15	Demand Offset Rebate Program	4,437	43	468	2,000	1,532	4,905	(e)	58001-01-21
1-7700-23		16	Grant Administration	3,300	0	0	1,000	1,000	3,300	(e)	58001-01-21
1-7700-24	1-7700-34	17	Hot Water Recirculation Rebate	4,145	0	321	2,000	1,679	4,466	(e)	58001-01-21
1-7700-25		18	Residential Fill Station	66,442	0	0	0	0	66,442	(e)	58001-01-21
1-7700-35		19	UWMP	16,733	0	0	0	(0)	16,733	(e)	58001-01-21
b. Non-Residential Programs											
1-7701-03	1-7701-04	1	Commercial Programs	42,953	917	7,053	6,295	(758)	50,006	(e)	58002-01-21
1-7702-01		2	Large Landscape Programs	43,829	330	6,150	12,967	6,817	49,979	(e)	58004-01-21
1-7700-04		c.	Public Outreach/Information	408,279	29,757	152,032	139,739	(12,293)	560,311	(e)	58003-01-21
TOTAL NOVATO WATER CONSERVATION				\$5,613,217	\$49,844	\$410,112	\$462,000	\$51,889	\$6,023,329		
WEST MARIN WATER											
2-5166-00		a.	Water Conservation Program	\$181,122	\$2,025	\$9,947	\$14,700	\$4,753	\$191,069	(e)	58000-02-21
TOTAL WEST MARIN WATER CONSERVATION				\$181,122	\$2,025	\$9,947	\$14,700	\$4,753	\$191,069		

**NORTH MARIN WATER DISTRICT
CAPITAL IMPROVEMENT PROJECTS
PERIOD ENDING JUNE 30, 2023**

Description		COST THRU JUNE 2022	JUNE 2023	FYTD TOTAL	FY 22/23 BUDGET	(OVER)/UNDER BUDGET	TOTAL COST
1 PIPELINE REPLACEMENTS/ADDITIONS							
a. Main/Pipeline Replacements							
1-7189-xx	1 Replace 12" Pipe S. Novato Blvd (785LF)	\$0	\$0	\$0	\$50,000	\$50,000	\$0
1-7183-xx	2 Replace Plastic thin Walled Pipe < 4-inch	0	0	0	150,000	150,000	0
1-7195-00	3 Novato Blvd Widening Diablo to Grant	65,725	463	11,474	1,000,000	988,526	77,199
1-7205-00	4 Copper Replacement Jamison Ct (6)	16,532	0	22,700	0	(22,700)	39,232
1-7209-00	5 George St Main Replacement	0	64,424	79,197	0	(79,197)	79,197
b. Main/Pipeline Additions							
1-7150-00	1 San Mateo Tank 24" Transmission Main	231,968	1,558	6,198	20,000	13,802	238,166
1-7206-00	2 Loop Zone Mall Area Near Nave Ct/S. Novato	0	0	1,802	275,000	273,198	1,802
1-7204-00	3 Loop Dead End Mains-NMWD Yard	13,663	0	107,791	0	(107,791)	\$121,454
c. PB Service Line Replacements							
1-7139-xx	1 Repl PB in Sync w/City Paving (30 Svcs)	0	0	0	60,000	60,000	0
1-7123-xx	2 Other PB Replacements (40 Svcs)	0	0	0	80,000	80,000	0
d. Relocations to Sync w/City & County CIP							
1-8737-xx	1 Other Relocations	0	0	0	25,000	25,000	0
1-8737-08	Repl 8" CI w/pvc-Railroad/Rose	0	16,850	82,117	0	(82,117)	82,117
TOTAL PIPELINE REPLACEMENTS/ADDITIONS		\$327,888	\$83,295	\$311,280	\$1,660,000	\$1,348,720	\$639,168
e. Aqueduct Replacements & Enhancements							
1-7118-02	1 MSN B2-Utility Agreement Costs ¹	\$141,379	(\$0)	\$2,089	\$12,000	\$9,911	\$143,469
		\$141,379	(\$0)	\$2,089	\$12,000	\$9,911	\$143,469
2 SYSTEM IMPROVEMENTS							
1-7007-16	a. Detector Check Assembly Repair/Repl-FY23 (~8/yr)	\$0	\$573	\$9,460	\$100,000	\$90,540	\$9,460
1-7007-15	b. Detector Check Assembly Repair/Repl-FY22 (~8/yr)	36,203	0	34,075	0	(34,075)	70,277
1-7090-04	c. Anode Installations-FY23 (150/yr)	264	(528)	(264)	10,000	10,264	0
1-7136-00	d. Facilities Security Enhancements	0	0	0	25,000	25,000	0
e. Other System Improvements							
1-7178-00	f. Asset Management Software Procurement/Implementation	337,596	0	0	200,000	200,000	0
TOTAL SYSTEM IMPROVEMENTS		\$374,063	\$44	\$43,271	\$335,000	\$291,729	\$417,333
3 BUILDINGS, YARD, & S.T.P. IMPROVEMENTS							
a. Administration Building							
1-6501-44	1 NMWD Headquarters Upgrade ²	\$1,736,740	\$762,343	\$7,812,279	\$12,650,000	\$4,837,721	\$9,549,019
b. Yard							
1-6502-48	1 Repave Corp Yard	0	160,123	173,135	0	(173,135)	173,135
1-6502-47	2 Other Yard Improvements	0	0	673	0	(673)	673
c. Stafford Treatment Plant							
1-6610-22	1 Repair Sludge Line to Center Road (4" @ 4,400')	0	32	21,718.68	25,000	3,281	21,719
1-6600-xx	2 Other Treatment Plant Improvements	0	0	0.00	50,000	50,000	0
1-6600-97	3 Efficiency Improvements	0	0	0.00	50,000	50,000	0
1-6610-23	4 Water Supply Enhancement-STP Modifications	0	0	0.00	50,000	50,000	0
1-6600-96	5 Leveroni Creek Embankment Repair ³	88,393	0	3,901.64	0	(3,902)	92,294
1-6610-25	7 STP-Spillway Improvements	0	559	5,719.85	0	(5,720)	5,720
1-6610-27	8 STP-VFD Upgrades	0	37,518	73,570.99	0	(73,571)	73,571
d. Stafford Dam/Watershed							
1-6610-24	1 Water Supply Enhancements-Dam	0	7,760	26,957.89	50,000	23,042	26,958
1-6610-26	2 STP-Chemical System Upgrade	0	0	7,943.86	0	(7,944)	7,944
1-6600-34	HSPS #3 MOTOR R&R	101,182	12,258	65,570.08	0	(65,570)	166,752
TOTAL BUILDING, YARD, & STP IMPROVEMENTS		\$1,926,314	\$980,593	8,191,469.98	\$12,875,000	\$4,683,530	\$10,117,784

**NORTH MARIN WATER DISTRICT
CAPITAL IMPROVEMENT PROJECTS
PERIOD ENDING JUNE 30, 2023**

Description		COST THRU JUNE 2022	JUNE 2023	FYTD TOTAL	FY 22/23 BUDGET	(OVER)/UNDER BUDGET	TOTAL COST
4 STORAGE TANKS & PUMP STATIONS							
a. Clear Tank Sites							
1-6207-20	1 Old Ranch Rd Tank Replacement	\$1,539,765	\$986	\$319,559	\$100,000	(\$219,559)	\$1,859,324
b. Tank Rehabilitation							
1-6216-20	1 Fire Flow Backfeed Valve-Nunes Tank	0	0	0	200,000	200,000	0
	2 Recoating of Other Tanks	0	0	0	170,000	170,000	0
1-6213-24	3 Lynwood Tank #1 Seismic Upgrade/Coating	0	0	0	500,000	500,000	0
1-6414-20	4 Lynwood Tank #2 Seismic Upgrade/Coating	0	0	0	500,000	500,000	0
1-6209-20	5 Garner Tank Recoat	0	0	10,989	0	(10,989)	10,989
c. Pump Station Rehabilitation and Replacement							
1-6141-00	1 Crest PS	286,906	6,055	33,493	10,000	(23,493)	320,399
1-6112-26	2 Lynwood PS Upgrade	0	21,091	210,656	40,000	(170,656)	210,656
1-6112-24	3 Lynwood PS Motor Control Center	153,233	0	1,218	0	(1,218)	154,451
1-7187-00	4 Mobil Pump Station for Tank Cleaning	15,279	0	3,976	0	(3,976)	19,255
d. Hydropneumatic Systems							
1-7170-00	1 Hydropneumatic Tank Repairs	111,207	3,650	79,585	50,000	(29,585)	190,792
e. Other Tank & PS Improvements							
1-6103-22	1 Cherryhill PS Retaining Wall Repair	0	4,784	4,784	0	(4,784)	4,784
	2 Ammo Hill Tank Fence	0	23,760	23,760	0	(23,760)	23,760
		0	0	0	75,000	75,000	0
TOTAL STORAGE TANKS & PUMP STATIONS		\$2,106,389	\$60,325	\$688,020	\$1,645,000	\$956,980	\$2,794,410
5 RECYCLED WATER							
5-7162-04	1 Replace CI-Atherton Ave ⁵	\$0	\$0	\$0	\$350,000	\$350,000	\$0
5-7162-07	2 Hamilton Homeward Bound RW Main Ext	0	661	661	0	0	661
TOTAL RECYCLED WATER		\$0	\$661	\$661	\$350,000	\$350,000	\$661
6 WEST MARIN WATER SYSTEM							
2-6609-20	a. New Gallagher Well #2 ⁴	\$772,056	\$47,302	\$233,204	\$380,000	\$146,796	\$1,005,260
2-6609-21	b. GW #2-DWR Grant T1-Admin	0	0	3,422	0	(3,422)	3,422
2-6609-22	c. GW #2-DWR Grant T2-Well	21	0	3,597	0	(3,597)	3,618
2-6609-23	d. GW #2-DWR Grant T31-M&P	56,922	0	93,735	0	(93,735)	150,657
2-7185-00	e. Gallagher Ranch Streambank Stabilization	724,960	0	3,975	5,000	1,025	728,935
2-8912-00	f. Lagunitas Bridge Pipeline Replacement	75,768	0	9,794	52,000	42,206	85,562
	g. Miscellaneous Water System Improvements ⁵	0	0	0	120,000	120,000	0
2-7192-xx	h. Repl PRE 2" Galv Pipe	0	0	0	45,000	45,000	0
2-7192-01	i. Replace PRE 2" Galv Pipe-Balboa/Drakesview/Baywood	5,598	0	2,693	0	(2,693)	8,290
2-7192-02	j. PRE 2" Galvanized Pipe-Sunnyside/Dover/Carlton/Balboa	28	0	58,392	0	(58,392)	58,420
2-7203-00	k. Raise Valves for Hwy 1 Paving	9,122	0	805	15,000	14,195	9,927
2-6604-23	l. Gallagher Well #1-Assess/Rehab	0	940	35,350	15,000	(20,350)	35,350
2-7123-31	m. PB Repl-Fox Dr	0	0	15,110	15,000	(110)	15,110
TOTAL WEST MARIN WATER SYSTEM		\$1,644,475	\$48,242	\$460,077	\$647,000	\$186,923	\$2,104,553
7 OCEANA MARIN SEWER SYSTEM							
8-8672-28	a. Infiltration Repair (Manhole Relining)	\$113,113	\$0	\$25,462	\$40,000	\$14,538	\$138,575
8-7173-00	b. OM Treatment Pond Rehab-404 Grant-FEMA ^{7&8}	194,628	0	12,148	1,200,000	1,187,852	206,776
8-7173-01	c. OM Treatment Pond Rehab-Grant Management	3,414	309	4,898	10,000	5,102	8,312
8-7208-xx	d. Sewer Force Main Improvements	0	0	0	125,000	125,000	0
8-7208-01	e. Sewer Force Main Improvements-FM 1A	0	0	37,153	0	(37,153)	37,153
	f. Replacement Pumps-Pump #1-OM Lift Station	0	37,834	37,834	0	(37,834)	37,834
TOTAL OCEANA MARIN SEWER SYSTEM		\$311,155	\$38,142	\$117,493	\$1,375,000	\$1,257,507	\$428,648
TOTAL PROJECT EXPENDITURES		\$6,831,663	\$1,211,303	\$9,814,362	\$18,899,000	\$9,085,299	\$16,646,025

**NORTH MARIN WATER DISTRICT
CAPITAL IMPROVEMENT PROJECTS
PERIOD ENDING JUNE 30, 2023**

Description	COST THRU JUNE 2022	JUNE 2023	FYTD TOTAL	FY 22/23 BUDGET	(OVER)/UNDER BUDGET	TOTAL COST
8 LESS FUNDED BY GRANTS, LOANS & REIMBURSEMENTS						
(Accrued)/Deferred						
a. MSN Aqueduct Caltrans Reimb-Segment B2 ¹	(\$45,462)	\$0	(\$2,089)	\$0	\$2,089	(\$47,552)
b. NMWD Office/Yard Building Refurbish ²	5,489,260	(762,343)	(7,812,279)	(12,650,000)	(4,837,721)	(2,323,020)
c. Leveroni Creek Embankment Repair ³	0	0	(3,902)	0	3,902	(3,902)
d. New Gallagher Well #2 ⁴	(40,083)	(47,302)	127,555	(340,000)	(467,555)	87,472
e. WM Miscellaneous Water System Improvements ⁵	0	0	0	(150,000)	(150,000)	0
f. Replace Cl-Atherton Ave ⁶	0	0	0	(350,000)	(350,000)	0
g. OM Treatment Pond Rehab-404 Grant-FEMA ^{7&8}	(61,949)	0	8,460	(960,000)	(968,460)	(53,489)
FUNDING BY OTHERS (ACCRUED)/DEFERRED	\$5,341,765	(\$809,645)	(\$7,682,256)	(\$14,450,000)	(\$6,767,744)	(\$2,340,490)
Received						
a. MSN Aqueduct Caltrans Reimb-Segment B2 ¹	(\$120,684)	\$0	\$0	\$0	\$0	(\$120,684)
b. NMWD Office/Yard Building Refurbish ²	(\$7,226,000)	0	0	0	0	(7,226,000)
c. Leveroni Creek Embankment Repair ³	\$0	0	0	0	0	0
d. New Gallagher Well #2 ⁴	(\$40,083)	0	(360,759)	0	\$360,759	(400,842)
e. WM Miscellaneous Water System Improvements ⁵	0	0	0	0	\$0	0
f. Replace Cl-Atherton Ave ⁶	0	0	0	0	\$0	0
g. OM Treatment Pond Rehab-404 Grant-FEMA ^{7&8}	(86,060)	0	(17,571)	0	\$17,571	(103,631)
FUNDING BY OTHERS RECEIVED	(\$7,472,827)	\$0	(\$378,329)	\$0	(\$7,851,156)	(\$7,851,156)
NET PROJECT EXPENDITURES	\$4,700,601	\$401,658	\$1,753,777	\$4,449,000	(\$5,533,602)	\$6,454,379

CIP SUMMARY-GROSS EXPENDITURES:	Current Month	FYTD Total	FY 22/23 Budget	FYTD/ Budget%
Novato Water Capital Projects	\$1,124,257	\$9,236,130	\$16,527,000	56%
Novato Recycled Water Capital Projects	661	661	350,000	0%
West Marin Water Capital Projects	48,242	460,077	647,000	71%
Oceana Marin Sewer Capital Projects	38,142	117,493	1,375,000	9%
Gross Capital Improvement Project Outlays	\$1,211,303	\$9,814,362	\$18,899,000	52%

CIP SUMMARY-NET EXPENDITURES:	Current Month	FYTD Total	FY 22/23 Budget	FYTD/ Budget%
Novato Water Capital Projects	\$361,914	\$1,421,761	\$3,527,000	40%
Novato Recycled Water Capital Projects	661	661	350,000	0%
West Marin Water Capital Projects	940	222,972	307,000	73%
Oceana Marin Sewer Capital Projects	38,142	108,383	265,000	41%
Net Capital Improvement Project Outlays	\$401,658	\$1,753,777	\$4,449,000	39%

Notes to Capital Improvement Projects Schedule:

- (1) Funding provided 100% by Caltrans.
- (2) \$16.2M NMWD Headquarters Upgrade funded by a 20 year 3.11% bank loan.
- (3) Project developed as part of October 2017 Feasibility Assessment prepared by Prunuske Chatham.
- (4) WM CA DWR Drought Relief Grant.
- (5) Loan from Novato Water-As included in the 2021 WM Water rate study - to be paid with interest. Loan received 6/30/22.
- (6) Funded by Capital Replacement & Expansion Fund.
- (7) OM Treatment Pond Rehab-Project to be funded at 75% by grants. Eligible project costs are budgeted at \$2.2M (75%=\$1.425M)
- (8) Loan from Novato Water-As included in the five-year financial forecast

**NORTH MARIN WATER DISTRICT
CAPITAL IMPROVEMENT PROJECTS
PERIOD ENDING JUNE 30, 2023**

Description	COST THRU JUNE 2022	JUNE 2023	FYTD TOTAL	FY 22/23 BUDGET	(OVER)/UNDER BUDGET	TOTAL COST
CONSULTING SERVICES/STUDIES						
a. Novato Water Master Plan Study	\$0	\$0	\$0	\$0	\$0	\$0
1-7039-02 b. Novato Master Plan Update- FY17	0	237	15,822	144,000	128,178	15,822
1-4097-00 c. Novato Connection Fee Study	0	0	20,450	20,000	(450)	20,450
d. Compensation Survey & Review	0	0	0	15,000	15,000	0
e. Lynwood/San Marin Zone 2 Modification Evaluation	0	0	0	30,000	30,000	0
1-4099-00 f. Drought Contingency Plan-NBWRA	0	0	9,333	9,000	(333)	9,333
2-4098-00 g. West Marin Connection Fee Study	0	0	10,580	10,000	(580)	10,580
2-4089-00 h. Coast Guard Housing-PRTP Study	6,459	0	15,064	25,000	9,937	21,522
i. Stafford Dam Master Plan	0	0	0	25,000	25,000	0
1-4100-00 j. STP-Chlorine Code Compliance	0	1,554	23,301	0	(23,301)	0
k. Pipeline Condition Assessment	0	0	0	50,000	50,000	0
1-4050-02 l. Annual Water Supply & Demand Assessment	4,531	0	634	0	(634)	0
1-4057-00 m. Local Water Supply Enhancement Study	271,351	0	10,889	0	(10,889)	282,240
1-4059-01 n. Stafford Lake Water Rights Review	4,669	195	4,821	0	(4,821)	9,490
1-4069-00 o. Strategic Long Range Plan	18,537	0	758	0	(758)	19,295
1-4077-00 p. Potter Valley Project FERC Relicensing	23,365.50	780	6,780	0	(6,780)	30,146
1-4093-00 q. Gateway Commons Backflow Study	5,993	0	3,447	0	(3,447)	9,440
1-4102-00 r. GIS Conversion/Mapping Project	0	14,123	16,015	31,000	14,985	16,015
1-6501-43 s. Electronic Document Mgmt System	30,415	0	6,540	0	(6,540)	36,955
1-661021 t. STP-Corrosion Assessment	0	0	77,205	0	(77,205)	77,205
5-4087-00 u. Recycled Water Program Strategy	0	2,907	17,359	0	(17,359)	17,359
5-4099-00 v. Connection Fee Study-RW	0	0	10,350	0	(10,350)	10,350
8-4096-00 w. Dillon Beach Wastewater Study	0	0	678	0	(678)	678
8-4080-00 x. OM Sewer System Management Plan	0	0	10,138	0	(10,138)	10,138
8-6135-25 y. Grant Consulting - OM	0	11,507	11,507	0	(11,507)	11,507
2-4101-00 z. Black Mountain Ranch Well Feasibility Study	0	0	474	0	(474)	474
1-4076-01 1 District Boundary Election Map Review	0	0	32,000	0	(32,000)	32,000
1-7140-01 2 Stafford Dam EAP & Inundation Map	0	0	2,270	0	(2,270)	2,270
3 GASB 75 (OPEB) Disclosure Information & Actuarial Valuation	0	0	4,500	0	(4,500)	4,500
	\$365,320	\$31,302	\$310,914	\$359,000	\$48,086	\$647,768

North Marin Water District Financial Statement Notes

Note 1 - Restricted Cash

Connection Fee Fund: Cash available from collection of Connection Fees. The fee is charged to developers based upon the estimate of cost necessary to construct capacity to serve the new development. These funds are restricted by law for expansion of the water or sewer facilities within the service area where the development occurs. Funds are disbursed from the Connection Fee Reserve as expenditures are incurred to increase system capacity to serve new development. The fund balance accrues interest quarterly.

Deer Island RWF Replacement Fund: The State Revolving Fund (SRF) loan agreement for construction of the Deer Island RW Facility requires the District to establish and maintain a Water Recycling Capital Reserve Fund (WRCRF) for the expansion, major repair, or replacement of the water recycling facilities. The WRCRF is maintained in compliance with the State Water Resources Control Board's "Policy for Implementing the State Revolving Fund for Construction of Wastewater Treatment Facilities" in effect at the time the agreement was executed, July 2006. NMWD is required to deposit a minimum reserve of 0.5% of the SRF loan amount each year for a period of ten years. The balance in the DICRF is \$215,000 ($\$4.3M \times .5\% \times 10$ years). The fund balance does not accrue interest.

Recycled Water Capital Replacement and Expansion Fund: The 2011 Interagency Agreements for Recycled Water between NSD, LGVSD & NMWD require that any payments to the Distributor (NMWD) by the End User (Consumers) in excess of actual costs (marginal payments) shall be deposited in this fund. Operation and Maintenance Costs are defined as the actual cost of: labor (including general and administrative overhead plus tools and supplies normally applied), equipment and vehicle charges, consumables (such as chemicals and electrical power), and spare parts and/or replaced components necessary to reliably treat and deliver recycled water to the End Users. Operation and Maintenance Costs do not include costs for major capital replacement or process changes. A payment of \$305,711 was made to Novato Sanitary District in December 2019 for the Clearwell Improvement Project. This fund balance does not accrue interest.

STP SRF Reserve Fund – Marin County Treasury: The 2004 Stafford Treatment Plant State Revolving Fund (SRF) loan agreement requires the District to build a Reserve Fund equal to one year of payments (\$1,044,474) in the Marin County Treasury during the first ten years of the 20-year repayment period. Every January 1 and July 1, commencing January 1, 2010, the District deposits with the County 10% of the semi-annual SRF payment. This Reserve Fund was fully funded at 6/30/19. The County credits the fund with interest quarterly, which is applied to the semi-annual payments, and will use the Reserve to pay the last 2 semi-annual SRF loan payments.

RWS North/South SRF Reserve Fund: The State Water Resource Control Board Agreements for the seven Clean Water State Revolving Fund Loans made for expansion of the Recycled Water System distribution system require that the District establish a reserve fund equal to one year's debt service (\$614,299) prior to the construction completion date.

RWS Central SRF Reserve Fund: The State Water Resource Control Board Agreement for the Clean Water State Revolving Fund Loan made for expansion of the Recycled Water System distribution system requires that the District establish a reserve fund equal to one year's debt service (\$275,773) prior to the construction completion date.

Note 2 - Designated Cash

Liability Contingency Fund: Established in 1986 when the District first elected to self-insure its general liability risk. This reserve was funded with \$1 million initially and \$200,000 annually thereafter until it reached a balance of \$2 million. In FY98 the West Marin Water System was included in the fund and built-up a proportional reserve of \$74,000 over several years. Commencing FY93, \$1 million of the reserve was made available to fund loans to eligible employees under the District's Employer Assisted Housing Program. In August 2008, \$500,000 was transferred into this reserve from the Self-Insured Workers' Compensation Fund and made available to fund Employer Assisted Housing Program loans. Currently there is \$250,000 in one Employer Assisted Housing Loan outstanding (see Note 3). In March 2005, \$652,400 was expended from the fund to purchase a home at 25 Giacomini Road in Point Reyes Station. The home is currently rented. In 2006, \$8,885 was added from the sale of surplus property in West Marin. The fund balance does not accrue interest.

Workers' Compensation Fund: Commencing July 2019, the District switched from self-insuring its workers' compensation liability to 1st dollar workers' compensation insurance with Zenith Insurance Company. The premium for 1st dollar insurance is higher than staying with the SIR plan, but the risk of \$1M out of pocket costs is eliminated. The Worker's Comp Reserve Fund now stands at \$20,125, the amount of the one remaining claim filed when the District was self-insured, with the balance transferred to Unrestricted Cash.

Retiree Medical Benefits Fund: NMWD pays the cost of health insurance for retirees between the ages of 55 and 65 and spouse under any group plan offered by CalPERS. The retiree must be at least 55 and have a minimum of 12 years (for employees hired on or before September 30, 2018) and a minimum of 20 years (for employees hired after September 30, 2018) of NMWD service at the date of retirement. NMWD's contribution toward the chosen plan is capped in the same manner as all other NMWD employees in the same class. Coverage terminates for the spouse when the spouse becomes eligible for Medicare, or for both the retiree and spouse when the retiree becomes eligible for Medicare. When the retiree or spouse becomes eligible for Medicare, NMWD pays up to the couple annuitant rate, which is capped at \$3,830 per year (\$319/month). In August 2003, NMWD transferred \$2.55 million (\$2.3 million for current retirees plus \$250,000 for future retirees) from unrestricted cash into a reserve to fund this obligation. In 2010 the Board directed staff to add \$1,500 per employee annually as a payroll overhead to accrue and accelerate amortization of this liability. The accrual is maintained as a Long-Term Liability entitled Total OPEB Liability. In 2023 an Actuarial Analysis calculated NMWD's total actuarial liability at \$4.3 million. The Retiree Medical Benefits cash fund earns interest quarterly.

Maintenance Accrual Fund: Established in FY91 to provide a source of maintenance money for replacement of treatment, storage, transmission and distribution facilities as they wear out. The annual contribution from operating reserves was initially \$200,000. Net polybutylene claim settlement proceeds of \$671,060 were closed into the fund in FY93. In FY94 the annual contribution was reduced to \$100,000. Starting in FY21/22, this reserve was increased to \$4.0 million based on the District's planned pay-go capital spending per the 2020 Novato Water Rate Study and subsequent financial plans. Funds are borrowed from the Maintenance Accrual Fund to offset the shortfall in unrestricted Cash & Investments. The fund balance does not accrue interest.

Operating Reserve Fund: This reserve, comprised of four months of budgeted operating expenditures (less depreciation) as recommended by the District's financial advisors, serves to ensure adequate working capital for operating, capital, and unanticipated cash flow needs that arise during the year. Funds are borrowed from the operating Reserve Fund to offset the shortfall in unrestricted Cash & Investments. The fund balance does not accrue interest.

Webster Bank-Admin Bldg/CIP Fund: The District received a \$20 million loan from Webster Bank in May 2022 to fund the Admin Building Renovation and other CIP Projects. The 20-year, 3.11% annual percentage rate loan requires semi-annual payments and will be fully amortized on 3/1/42. The unexpended fund balance accrues interest quarterly.

Note 3 – Employee Loans

Housing Loans: The District's Employer Assisted Housing Program allows up to \$300,000 to be loaned to an employee for a period of up to 15 years for the purchase of a home within the District service territory that will enable the employee to respond rapidly to emergencies affecting the operation of the District. Repayment is due upon sale, termination of employment, or other event as described in the Program. Interest on the loan is contingent upon and directly proportional to the appreciation in value occurring on the purchased property. There is one employee-housing loan currently outstanding totaling \$250,000 dated March 2015.

Note 4 – Other Long Term Receivables

In 2014, the District entered into an interconnection agreement with MMWD for their share of the Aqueduct Energy Efficiency Project. The 2.71% \$3,622,882 loan will have yearly payments due of \$205,320, and the final payment is due in July 2032. In 2015 the District entered into an agreement with Marin Country Club for their share of the pipeline extension to provide recycled water for the Marin Country Club Golf Course. In 2016 the District received a \$6.6 million 30-year 1.0% SRF loan to finance the Recycled Water Central project, and Marin Country Club agreed to pay the District \$1,265,295 in bimonthly payments of \$8,142 at 1.0% over 30 years for their share of the pipeline extension. Marin Country Club also agreed to pay \$430,463 of the District's local share of the project in bimonthly payments of \$8,242 over 10 years at 2.8%, which is the Novato Potable Fund's weighted average cost of debt. The payments will coincide with Marin Country Club's water service payments. Marin Country Club paid the 10 year loan in full in December 2018. The final payment from Marin Country Club for the 30 year loan is due in November 2047. The Marin Country Club also owes the District \$189,402.89 in previously unbilled water receipts due to a recording error in their 6" AMI meter. \$89,990.87 of this amount was paid by Marin Country Club in October 2020 and the remaining balance due of \$99,412.02 will be re-paid in \$2,000 monthly installment payments and will be paid in full March 2025.

Note 5 – Depreciation

Assets are assigned a useful life based on consultations with the District Chief Engineer and a survey of other water agencies. Depreciation is computed on a straight-line basis over the estimated useful life of the various classes of property as follows:

<u>Facility</u>	<u>Life (Years)</u>
Aqueduct.....	150
Dam.....	100
Buildings & Structures.....	40
Mains.....	50
Pumping Equipment.....	25
Water Treatment Equipment.....	20
Storage & Transmission (16"+) Facilities.....	50
Distribution Facilities (includes Pump Stations).....	50
Office, Laboratory, Construction & Shop Tools & Equipment.....	10
Vehicles 1 ton or greater.....	10
All other vehicles.....	5
Sewer Mains.....	40
Sewer Pumps.....	10

Note 6 - Capitalization Policy

The Government Finance Officers Association *Guide for State and Local Governments* recommends that a capitalization policy incorporate a minimum threshold of \$5,000 and an estimated useful life of at least two years. It also cautions that federal grant and loan requirements prevent the use of capitalization thresholds in excess of \$5,000. Thus NMWD's capitalization threshold is \$5,000.

Note 7 – Bond & Loan Servicing Schedule for Fiscal Year 2022-2023

FY 23									
Service Area	Description	Issue Date	Rate	Original Amount	Payment Due	Final Pmt	Interest Expense	Principal Paid	6/30/23 Outstanding Balance
Novato	SRF Loan - STP	2004	2.39%	\$16,528,850	7/1 & 1/1	07/01/29	\$154,744	\$889,730	\$5,806,043
Novato	Bank Marin Loan	2011	3.42%	\$7,000,000	27 th /mo	10/27/31	\$125,917	\$356,125	\$3,490,933
Novato	Chase Bank Loan	2018	2.69%	\$4,600,000	3/1 & 9/1	03/01/33	\$95,630	\$280,000	\$3,275,000
Novato	Webster Bank	2022	3.11%	\$20,000,000	3/1 & 9/1	03/01/42	\$608,321	\$879,669	\$19,120,331
Novato Total							\$984,612	\$2,405,524	\$31,692,307
RW TP	SRF Loan	2006	2.40%	\$4,302,560	20-Jun	06/19/27	\$30,568	\$242,799	\$1,030,881
RW North	SRF Loans (4)	2013	2.60%	\$4,375,605	Varies	Varies	\$66,092	\$215,800	\$2,326,202
RW South	SRF Loans (3)	2013	2.20%	\$5,361,952	Varies	Varies	\$72,462	\$259,945	\$3,033,761
RW Central	SRF Loan	2016	1.00%	\$7,130,503	19-Dec	12/31/47	\$62,863	\$212,910	\$6,073,389
Recycled Water Total							\$231,985	\$931,454	\$12,464,233
WM Water	Bank Marin Loan	2012	3.42%	\$1,000,000	27 th /mo	10/27/31	\$18,483	\$52,275	\$512,431
West Marin Water Total							\$18,483	\$52,275	\$512,431
FY23 Total							\$1,235,080	\$3,389,253	\$44,668,971

1. In April 2004 the California State Department of Water Resources approved a 2.39% 20-year loan for reconstruction of the Stafford Water Treatment Plant. The project was completed in FY09 with repair of the Outlet Tower Sluice Gate. Interest paid during construction totaled \$1,636,378. The loan covenants require an annual reserve fund contribution of \$104,447 (10% of the annual debt service obligation) be deposited into the Marin County Treasury during each of the first ten years of the repayment period. Debt service is funded 25% by Facility Reserve Charges. The first payment was made in December 2009.
2. In October 2011 Bank of Marin made a 20-year 3.54% (APR) loan of \$8 million to fund the District's share of the Aqueduct Energy Efficiency Project. See Note 15 below, and note to loan 9 above.
3. In March 2018 Chase Bank made a 15-year 2.69% (APR) loan of \$4.6 million to fund the District's Automated Meter Information system Project.
4. In August 2006 the California State Department of Water Resources approved a 2.4% 20-year loan of \$4,264,545 for construction of the Deer Island Recycled Water Facility. With the addition of \$38,015 in Construction Period Interest, the loan principal totaled \$4,302,560. The project was completed in June 2007, and the first payment was made June 19, 2008.
5. In July 2011 the California State Department of Water Resources approved a series of four 2.6% 20-year loans which totaled \$4,375,605 for the Recycled Water North Service Area Expansion Project. The projects were completed on October 31, 2012, and the first payment was made in November of 2012.
6. In March 2012 the California State Department of Water Resources approved a series of three 2.2% 20-year loans totaling \$5,361,952 for the Recycled Water South Service Area Expansion Project. The projects were completed on September 4, 2013, and the first payment was made in December of 2013.

7. In May 2016 the California State Department of Water Resources approved a 1.0% 30-year loan of \$7,130,503 for the Recycled Water Central Service Area Expansion. The project will be completed in December 2017, and the first payment was made December 31, 2018.
8. In June 2012 the Board authorized reallocating \$1 million of the Bank of Marin loan to West Marin Water to repay Novato Water \$223,000 owed for loans to fund Long Range Improvement Projects and the remainder to fund the Solids Handling Facility at the Point Reyes Water Treatment Plant. See note to loan 2 above.
9. In May 2022, Webster Bank made a 20-year 3.11% (APR) loan of \$20 million to fund the Admin Building Renovation and other Capital Improvement Projects. The first payment was made August 26, 2022

Note 8 – Unemployment Insurance Reserve

NMWD uses the "Reimbursable Method" of paying for Unemployment Costs. Under this method, the District reimburses the State Employment Development Department for all unemployment benefits paid on our behalf. The reserve is maintained at an amount equal to the higher of the average claim amount paid over the last 5 years or 52 times the maximum weekly benefit amount (currently \$450 x 52 = \$23,400).

Note 9 – Payroll Benefits

Payroll Benefits payable includes payroll taxes; vacation, sick, and holiday leave; Section 125 payments; cancer, long term care and disability insurance premiums; union dues; and employee benefit fund.

Note 10 - Interest Policy on Inter-District Loans

In the event an improvement district expends all of its Undesignated Funds, it shall borrow funds from that improvement district's Board Designated Fund reserves to meet ongoing requirements. In the event an improvement district expends all of its Board Designated Fund reserves, it may receive a loan from the Novato Improvement District in an amount sufficient to meet its ongoing requirements. Restricted Funds shall not be used to finance ongoing normal operating expenses.

No interest shall be paid by an improvement district on funds borrowed from that improvement district's Board Designated Fund reserves. Interest on loans from the Novato Improvement District shall be paid by the recipient district to the Novato district based upon the outstanding loan balance at the close of the previous accounting period. Interest shall be calculated at the higher of: 1. The weighted average interest rate of Novato improvement district debt (2.99% at 6/30/23); or 2. The average interest rate earned on the District treasury since the close of the previous accounting period; plus \$50 per month.

Note 11 – Budget Augmentations

Note 12 – Prior Period Adjustment

Note 13 – Explanation of Financial Statement Components

The District's financial statement is comprised of four components: 1) Statement of Net Position, 2) Sources and Uses of Funds Statement – All Service Areas Combined, 3) Income Statement and Cash Flow by Service Area, and 4) Notes to the Financial Statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

The Statement of Net Position (page 4) reports the District's assets and liabilities and provides information about the nature and amount of investments in resources (assets) and the obligations to the District's creditors (liabilities). The difference between assets and liabilities is reported as *net position*. Over time, increases or decreases in the fund balance may serve as a useful indicator of whether the financial position of the District is improving or deteriorating.

The Sources and Uses of Funds Statement – All Service Areas Combined (page 8) compares fiscal year-to-date performance against the Board approved annual budget – presented in the adopted budget format. This Sources and Uses of Funds Statement varies from the income statement in that it includes capital expenditures, debt principal repayment, connection fee revenue, and cash infusions from debt issuance.

The Income Statement and Cash Flow by Service Area (page 9) presents the net income (loss) for the fiscal year-to-date (FYTD) period for each of the District's four service areas. The income and expenses on this report are presented in conformity with Generally Accepted Accounting Principles (GAAP) and comply with Governmental Accounting Standards Board pronouncements. Accordingly, all income and expenses are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. This statement measures the success of each service area's operations and can be used to determine whether the service area has successfully recovered all costs through user fees and other charges.

Also included at the bottom of page 9 is a statement of Cash Flow by Service Area. The primary purpose of this statement is to reconcile in an informative manner the difference between the net income/(loss) for period of each service area with the resultant change in cash balance that occurred over the same period.

Notes to the Financial Statements (page 27) provide a summary of significant accounting policies and assumptions and other information of value to the financial statement reader.

Other Supplementary Information includes Detail Income Statements presented in accordance with GAAP for each of the four service areas (pages 10, 14, 16, 19). These statements present income and expenditures in close detail for further analysis. Other supplementary schedules of note include the Vehicle Fleet Analysis (page 22), Equipment Expenditures (page 21) and Capital Improvement Project Expenditures (page 24), which show outlays to date, compared with budget authority.

Note 14 – Connection Fee Transfers from Novato Water To Recycled Water

The following Connection Fee (FRC) reserve amounts have been transferred to the Recycled Water fund:

Recycled Water
FRC Transfers from Novato

t:\finance\fric\recycled water frc transfers from novato.xlsx\sheet1

	Expansion Local Share			SRF RWF Expansion				Transfer		
	North	South	Central	NBWRA	Loan	SRF Loan	BPGL Loan Repayment	CIP	Total	Executed
FY07				\$29,725					\$29,725	
FY08				\$50,478	\$22,795				\$73,273	
FY09				\$150,455	\$22,795				\$173,250	
FY10	\$133,659			\$75,198	\$22,795				\$231,652	\$133,659
FY11				\$133,319	\$22,795				\$156,114	\$133,659
FY12	\$233,478	\$265,500		\$115,883	\$22,795				\$637,656	\$133,659
FY13				\$315,023	\$22,795	\$464,572			\$802,390	\$1,970,400
FY14	\$236,291	\$723,525	\$4,024	\$63,035	\$22,795	\$500,529			\$1,550,200	\$1,550,200
FY15		\$17,563	(\$4,024)	\$38,283	\$22,795	\$614,299			\$688,916	\$688,916
FY16	\$0	\$0	\$66,729	\$102,842	\$22,795	\$614,299			\$806,664	\$806,664
FY17			\$362,524	\$194,636	\$22,795	\$614,299		\$36,687	\$1,230,940	\$1,230,940
FY18			\$5,071,512	\$38,908	\$22,795	\$614,299			\$5,747,513	\$5,747,513
FY19			(\$2,168,755)	\$6,966	\$22,795	\$890,072			(\$1,248,922)	(\$1,248,922)
FY20			\$5,499	\$0	\$0	\$350,287	(\$1,046,471)	\$1,084	(\$689,600)	(\$689,600)
FY21						\$890,072			\$890,072	\$890,072
FY22						\$743,438			\$743,438	\$743,438
FY23						\$518,146			\$518,146	\$518,146
	\$603,428	\$1,006,589	\$3,337,509	\$1,314,751	\$273,539	\$6,814,311	(\$1,046,471)	\$37,771	\$12,341,427	\$12,341,427

13



MEMORANDUM

To: Board of Directors Date: September 19, 2023

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

Subject: Post-Drought Conditions and Future Water Management
t:\gml\bod memos 2023\9-19-2023 meeting\drought ad-hoc closure\9-19-23 bod memo drought comm_future water mgmt.docx

RECOMMENDED ACTION: Information Only

FINANCIAL IMPACT: None at this time

At the June 21, 2022 Board of Directors meeting, a Drought Ad Hoc Committee (Committee) was formed, made up of two members of the Board of Directors (Board): Director Petterle and former Director Grossi. Due to Director Grossi's untimely passing in late 2022, Director Joly replaced him on the Committee as recognized by the Board at the December 20, 2022 meeting.

Since its formation in June 2022, the Committee has met a total of seven times and has discussed a variety of drought related topics. Some of the topics have included aspects of Emergency Conservation Ordinance No. 41, including pool filling prohibitions, water-waste enforcement, water conservation rebate drought increases, water conservation reduction compliance, effects of new housing mandates on future demand, Waterline newsletter drought messaging, community drought messaging engagement, future State drought conservation mandate potential, post-drought water rebate changes, and connection fees. The Committee also reviewed the draft Facility Reserve Charges Study (Hildebrand) ahead of the presentation to the full Board at the November 15, 2022 meeting.

A common theme in the majority of the Committee meeting discussions was the need for effective communication and education of our customers. Under a separate Agenda item, staff will present a proposed customer survey, including draft survey questions as next steps for assessing customer awareness and opinions.

Ad Hoc Committees are temporary and formed for the purpose of advising the full Board on a specific topic or project, which in this case was the unprecedented drought. Therefore, staff is recommending that the Drought Ad Hoc Committee dissolve, although since the "assigned project" has been completed, the committee automatically dissolves under Robert's Rules (11th edition, p. 492.). Staff appreciates and would like to extend their thanks for all the efforts and inputs received from the Committee.

Water Management Committee: As we navigate through the post-drought status and the various District actions related to water supply, both locally and regionally, staff sees the value in establishing a Water Management Ad Hoc Committee, made up of two Board members. This temporary committee would periodically meet and discuss with staff on future updates to local and regional water supply projects, public communications, and upcoming State regulatory changes impacting long term water use. Staff is proposing the Ad Hoc Water Management Committee meet on an as needed basis via zoom during normal work hours and expect the Committee to last through the duration of current fiscal year and into the early part of the upcoming fiscal year, at which point it would cease. The Board President would assign the two Directors who will comprise this temporary committee.

ATTACHMENTS: None

14

**MEMORANDUM**

To: Board of Directors

Date: September 19, 2023

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

Subject: Post Drought Customer Survey
v:\memos to board\9-19-23 customer survey.docx

RECOMMENDED ACTION: Information Only

FINANCIAL IMPACT: None at this time

A common theme in the majority of the Drought Ad-Hoc Committee meeting discussions, was the need for effective communication and education of our customers. At the May 2, 2023 Board Meeting, representatives of the District's communications and public outreach firm Kiosk gave a presentation summarizing past communication and outreach efforts as well as planned future efforts. One of the future planned actions introduced by Kiosk in their presentation and included in the new agreement with Kiosk (approved at the June 6, 2023 Board meeting), is a strategic customer survey to help assess customer awareness and opinions to assist the District in identifying future effective communication strategies and actions, especially in the post-drought paradigm. Kiosk and key staff have developed a draft list of survey questions to be used in a planned upcoming customer survey (Attachment 1) that is planned to be available for participation throughout the month of October. Should any Board member have individual comments on the questions or the customer survey, please provide them to the General Manager at the September 19, 2023 Board meeting, so that the customer survey can be advertised in the upcoming Fall 2023 Novato "Waterline" newsletter.

ATTACHMENTS:

1. Draft Customer Survey Questionnaire

North Marin Water District 2023 Customer Survey

North Marin Water District is conducting a customer survey to help us better understand your needs, so that we may improve our services and communications.

Your identity and contact information are kept completely confidential unless you choose to share your contact details with us.

How are the results of the survey used?

Our research company prepares a report for North Marin Water District based on survey responses and data.

North Marin Water District uses your feedback to improve services for all customers.

What will I get for taking the survey?

All participants will have the chance to collect a free North Marin Water District 75 Years commemorative pint glass - collection details provided at the end of the survey.

How long does it take to complete the survey?

About 5 minutes.

Questions?

Contact us: (415) 897-4133 (Weekdays 8am – 5pm)
info@nmwd.com

1. Are you a residential or a business customer? (select from dropdown: residential / business)
2. What area of the District is your property in? (Novato city region, West Marin, Oceana)
3. How satisfied are you with the overall service that North Marin Water District provides to you? (5 point rating scale: very satisfied, satisfied, partially satisfied, unsatisfied, very unsatisfied, or 'Not sure')

(For any answers that are partially satisfied, unsatisfied, or very unsatisfied)

3b. Are there specific aspects of our services that you would like to see improved?
Please provide us with further details. (free text field)

4. Your water source

Thinking of the water your property receives, which of the following statements do you think is accurate:

(single answer radio button selector)

- 100% of my water is produced locally
- Some of my water is imported from Sonoma County
- Some of my water is imported from southern Marin
- Not sure

5. Your satisfaction with North Marin Water District's services

Please rate your level of satisfaction with North Marin Water District's efforts to achieve the following: (5 point rating scale: very satisfied, satisfied, partially satisfied, unsatisfied, very unsatisfied, or 'Not sure')

- Provide a reliable water service
- Provide water that tastes good and is safe to drink
- Provide water that is free of color and odor
- Keep the water system in good condition through timely repairs and maintenance
- Water conservation ideas, information and programs
- Rebate programs that help with the cost of water efficient landscape projects and appliance purchases
- Modern technology that allows me to monitor my water usage
- Provide sufficient water pressure
- Provide a sustainable water supply for future droughts
- Protect the water supply from contaminants and pollutants
- Provide good customer service
- Provide accurate billing statement
- Protecting watershed lands that are sources of water
- Offer good value for the cost of water services
- Good communications about any scheduled repairs that may cause service disruptions
- Provide regular, accessible communications and information
- Provide convenient hours of operation

(For any answers that are partially satisfied, unsatisfied, or very unsatisfied)

Please provide brief details of why you are not satisfied with North Marin Water District's efforts to provide this. (free text field)

6. Your water usage

Are you aware that you have access to the WaterSmart website portal that allows you to monitor your water usage and troubleshoot for potential leaks?

- Yes/No (single answer radio button selector)

6b. (if yes) How often do you monitor your water usage through the WaterSmart website portal?

(single answer radio button selector)

- More than once a week
- About once a week
- About once a month
- Once or twice a year
- Never
- Not sure

7. Water conservation

Although California experiences cycles of drought, because of the intense rainy season earlier this year we are not currently in a drought.

How important do you feel is it to reduce your water usage and use water efficiently even though we are not currently in a drought?

- Very important
- Somewhat important
- Not that important
- Not sure

(single answer radio button selector)

8. Do you need help finding the best ways to reduce your water use?

- Yes/No (single answer radio button selector)

9. Here is a list of reasons people may want to use water more efficiently. For each one, please tell us if this is a major reason, a minor reason, or not a reason for you to reduce your water use:

	Major reason	Minor reason	Not a reason	Not sure
Prepare for climate change				
Set a good example for your neighbors and others in your community				
Protect the environment for your future generations				
Improve wildfire resilience				

Protect water supply and reliability				
Save energy				
Prepare for future droughts				
Save money on your water bill				
Increase your home's value by installing efficient appliances and fixtures				
Protect wildlife habitats				
Sustainability is important to you				

10. Rebate and incentive programs

Here is a list of Marin Water rebates, incentives, and water efficiency programs available to residential customers. For each one, please indicate if you have heard about or used these programs:

	I have used this program	I have heard about this program, but not used it	I was not aware of this program
Free Water Smart Home Survey to help you find the conservation programs and rebates that work best for you			
Indoor conservation rebates			
Residential washing machine rebate			
High-efficiency toilet rebate			
Hot water recirculation rebate			
Free water-efficient fixtures including hose shutoff nozzles, faucet aerators, showerheads, shower timers, and leak detection dye tablets			
Outdoor conservation rebates			

'Cash for Grass' turf replacement			
'Lawn Be Gone' lawn replacement			
Landscape efficiency rebate			
Weather-based irrigation controller rebate			
Large landscape water audit program (for non-residential customers)			
Rainwater / greywater rebate			
Pool cover rebate			

11. Future reliability

North Marin Water District aims to provide a reliable water supply that can be depended upon to consistently provide enough water to meet the District's needs. Overall, how reliable do you think your household's water supply is going to be over the next five years?

Very reliable

Somewhat reliable

Unreliable

(If somewhat reliable or unreliable) Please let us know why you chose this answer. (free text field)

12. Improving our services to you in the future

Looking to the future, what are improvements/ investments that you feel the District should focus on (please rank them in order of importance to you):

- Improving water quality
- Improving customer education about water use and conservation
- Investing in new water sources, e.g. to help manage future droughts
- Improving or modernizing infrastructure
- Improving systems maintenance efforts
- Improving access to billing and usage information
- Improving communications with customers (website, social media, mailings)
- Improving customer service
- Improving the organization's ability to respond to an emergency
- Improving access to District board meetings
- Improving incentives to conserve water, e.g. rebates
- Other (please state) <free text field>

13. Optional follow-up

Are you willing to be contacted by our researcher to follow up on your answers? If yes, please provide your contact details below:

<First Name> <Last Name>

Preferred method of contact:

Email: <Email Address>

Phone: <Phone Number>

15



MEMORANDUM

To: Board of Directors September 19, 2023
 From: Ryan Grisso, Water Conservation Coordinator *Rg*
 Subject: FY 2022/23 End of Year Progress Report - Water Conservation and Public Communications

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RECOMMENDED ACTION: Information

FINANCIAL IMPACT: None

Water Conservation and Public Communications Summary

This memo provides an update on water conservation and public communication activities implemented during Fiscal Year 2022/23 (FY 23). Water Conservation program participation numbers for FY 23 and the previous two fiscal years are summarized in Table 1 below.

Table 1: Year End Water Conservation Program Participation (FY 23)

Program	FY 21	FY 22	FY 23
Water Smart Home Surveys	0	9	13
Water Smart Commercial Surveys	0	4	4
Toilet Replacements (Residential)	109	133	71
Toilet Replacements (Commercial)	2	2	1
Retrofit on Resale (Dwellings Certified)	225	169	97
High Efficiency Washing Machine Rebates	26	37	33
Cash for Grass Rebates/Lawn be Gone	22	68	47 ⁽¹⁾
Water Smart Landscape Rebates	16	31	20
Weather Based Irrigation Controller Rebates	28	16	14
Pool Cover Rebates	31	50	28
Hot Water Recirculation Rebates	6	5	2

(1) Cash for Grass/Lawn be Gone participants removed 33,404 square feet of turf in FY23 versus 48,304 in FY 22 and 13,906 in FY 21.

Water Conservation Programs

Water Smart Home Survey (WSHS) Program: This program provides the customer with an in-depth analysis of both their indoor and outdoor water use with water efficient recommendations for customers to implement. The WSHS Program also provides staff with an opportunity to present applicable rebate programs for which the participating customer may be eligible. This program resumed in 2022 after being on a 2-year hiatus due to the COVID-19

pandemic, with minimal participation. In FY 23, participation slightly increased with 13 WSHS's completed. Staff is working with Sonoma Water to strategize ways to increase participation in the current fiscal year.

Water Conservation Fixture Distribution: The District typically distributes water conserving fixtures at the front counter of the District Administration Building, on service calls and WSHSs, and at various public outreach events. However, currently (since the COVID-19 period began in March 2020) and the subsequent temporary office move to the Wood Hollow location, the fixtures have been distributed by delivery or by appointment where staff would place the items in a bag or envelope out in front of the District temporary office. Fixtures include 1.5 to 1.75 gallons per minute (GPM) showerheads, 1.0 and 0.5 GPM sink aerators, hose nozzles (when available) and other related items. The District also offers commercial establishments installation of 0.5 GPM sink aerators on all hand-washing sinks when conducting a Water Smart Commercial Survey.

High Efficiency Toilet (HET) Replacement Program: The District provides \$125 (increased from \$100 in May 2021) rebates for residential and commercial customers, for purchase and installation of qualified HETs (1.28 gallons per flush) and \$200 (increased from \$150 in May 2021) rebates for customers installing Ultra High Efficiency Toilets (1.1 gallons per flush or less, meeting the Maximum Performance “Premium” rating). In FY 23, the District rebated 71 residential toilets (10 of which were UHET).

Commercial Water Conservation Program: The Commercial Water Conservation Program currently contains the HET Rebate Program (previously covered in the High Efficiency Toilet Replacement Program), Water Smart Commercial Survey (WSCS), and a High Efficiency Clothes Washing Machine Rebate. In FY 23, the District conducted 4 WSCSs mainly in conjunction with new or remodeled businesses, and rebated one toilet installation.

Retrofit on Resale: The District currently requires toilets (1.6 gallons per flush or less), showerheads (2.0 GPM) and bathroom sink aerators (1.5 GPM) to be certified by the seller before the close of escrow on any property sold in the District's Novato and West Marin service areas. Toilet rebates are available and fixtures (showerheads and sink aerators) are available free to customers to help ease compliance with this requirement. In FY 23, the District received water conservation certificates for 97 properties sold in the District Novato and West Marin service areas, which is a decline from the previous few years.

High Efficiency Clothes Washer Rebate Program: The District currently offers rebates for qualified high efficiency clothes washing machines through the Sonoma-Marín Saving Water Partnership High Efficiency Clothes Washer Program, with \$100 (increased from \$50 in May

2021) rebates paid directly by the District to customers. In FY 23, the District rebated 33 clothes washing machines. Participation continues to be well below historical participation levels (with the absence of an energy provider rebate in the market), but the District has been steady at roughly the same level for the past three fiscal years.

Cash for Grass Rebate Program: The District rebated 47 Cash for Grass projects and funded 2 Lawn be Gone (sheet mulching) projects, removing 33,404 square feet of irrigated turf in FY 23, for an average of 661 square feet per project. This amount of square footage removal is estimated to save approximately one million gallons per year. Cash for Grass program participation levels have decreased in FY 23, following the drought, which is a similar trend following previous droughts. Staff is working on some program enhancements to hopefully increase participation in these post-drought years.

Water Smart Landscape Rebate Program: The District supplies rebates to customers for improving landscape water use efficiency. Rebates are provided for drip irrigation installations, multi-stream/low volume sprinkler retrofits, mulch, rain sensors and other water use efficiency related retrofits. In FY 23, the District rebated 20 projects, which is a decrease from the previous year and similar to previous post-drought years.

Weather Based Irrigation Controller Rebate Program: Rebates are available for purchase, installation and activation of District approved Smart Irrigation Controllers (Smart Controllers) at a minimum level of \$200, or \$30 per active station, up to \$1,200. This rebate also extends to large landscape customers on a per meter basis. In FY 23 the District rebated 14 qualified controllers which is a decrease from the previous fiscal years but consistent with recent historical levels. There has been an increase in the availability of reasonably priced mobile device operated Wi-Fi weather-based irrigation controllers which seems to be the preferred type of controller for District customers. The addition of an online form for the rebate submittal may help increase participation in this program.

Large Landscape Water Conservation Program: The Large Landscape Water Conservation Program consists of the Large Landscape Audit Program, the Large Landscape Budget Program, Water Smart Controller Rebate Program (previously covered in the Water Smart Irrigation Controller Rebate Program section) and the Large Landscape Water Smart Landscape Efficiency Rebate Program. All programs are aimed at assisting large landscape customers (dedicated irrigation and large mixed-use meters) to become more water use efficient in their landscape water management practices. In addition to the District's Large Landscape

conservation efforts, the Sonoma Marin Saving Water Partnership implemented Qualified Water Efficient Landscaper (QWEL) trainings throughout the year.

Communications

In FY23, the District continued expanding customer communication efforts working with Kiosk to implement the public communications plan (or public outreach plan) in response to a goal from the 2018 Strategic Plan. This communications and customer education effort continued with the enhanced social media campaign with twice weekly posts in Facebook, Twitter and Instagram. These posts include everything from Board Meeting announcements, to historically significant events, to conservation programs, to drought related items, to water supply enhancement efforts, to staff spotlights on service anniversaries, and many others that we plan throughout the year. Additionally, specific social media posts on water use prohibitions and water conservation tips were created in response to the drought situation along with drought related social media posts derived from the Sonoma Marin Saving Water Partnership during the first half of the fiscal year, followed by customer appreciation posts during the second half of the year thanking customers for their conservation efforts during the drought.

The District continues to monitor and review the new website (launched in 2020) and make changes and updates as needed to keep it fresh and easily navigable. This included a customized drought page created for each service area and also new webpage dedicated to new water supplies. Most notably, website news stories are being posted updated regularly and the rotating news flash on the home page is adjusted for the most pertinent news stories for the given time period. A banner was added on to the top of the website to direct customers to the drought pages for each service area during the drought, and also to alert customers that we have temporarily relocated offices. In the second half of the year, the website banner was used to update customers on the Redwood Blvd landslide status.

The WaterSmart AMI dashboard and customer portal was used as a public outreach tool to help inform customers on water use patterns and leaks. The portal has been a useful tool to alert customers to turning off their irrigation during and after rainfall events and also to communicate with customers who may be irrigating on the wrong day of the week and remind customers to turn off their irrigation system with incoming rain forecasted. The group messenger tool in WaterSmart was used to send important information out to customers with over 9,000 registered users and over 12,000 customer emails.

A Fall and Spring “Waterline” newsletter is sent out each year focusing on the most pertinent news updates and program updates at the time. The Fall of 2022 issue focused on the drought and related water use prohibitions, water supply enhancement efforts, and water

conservation programs. The Spring 2023 issue, focused on the end of the drought and thanking customers for their efforts, outdoor conservation programs, the District’s 75th Anniversary, and the AMI portal access and Low-Income Rate Assistance (LIRA) program. The newsletter still serves as a valuable tool for communicating to our customers evidenced by the increase in customer inquiries for water conservation programs and other District offerings after each letter drops. We are currently using a mailing technique for the newsletter that delivers to each postal recipient in our service area, which encompasses customers in multifamily and rental situations (commercial and residential), thus increasing the reach of the newsletter.

In addition, the District has been working to re-design all external documents to include the new branding guidelines from 2021. This has included the Annual Report, Water Report, Budget Report, Prop 218 Rate Increase Letter, and other flyers and collateral materials. Kiosk noted some of these document re-designs in their Board presentation in May 2023.

All of the outreach efforts (including social media, website, print-ads and newsletters) for the preceding month are provided to the Board in a report on the miscellaneous agenda item, typically at the second meeting of each month.

Water Conservation and Communications Budget and Staffing

Budget: Table 2 summarizes and compares the year end budget expenditures between the last three fiscal years (FY 21, FY 22 and FY 23). The FY 23 expenditures continued at increased levels this year due to the drought for more than half of the year and corresponding higher water conservation rebate incentive levels for each program coupled with the continued increase to the robust and comprehensive communication program implementation effort to educate the customers to District efforts and programs and Water awareness.

Table 2: Water Conservation and Communications Expenditures (FY23)

	FY 21	FY 22	FY23
Total Budget	\$390,000	\$377,000	\$462,000
Actual Expenditures	\$328,887	\$449,814	\$409,259

Staffing: Water Conservation and Communications is currently staffed by one full time Water Conservation and Communications Manager and one half time Water Conservation Technician. The District has also partnered with Sonoma County Water Agency through the Sonoma-Marín Saving Water Partnership to implement some of the District Water Conservation Programs including the WSHS program.

ATTACHMENTS: None

16



MEMORANDUM

To: Board of Directors

Date: September 19, 2023

From: Pablo Ramudo, Water Quality Supervisor 

Subject: FY 2022-23 End of Year Progress Report – Water Quality

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RECOMMENDED ACTION: Information

FINANCIAL IMPACT: None

The water served to the communities of Novato and Point Reyes met federal and state primary and secondary water quality standards during the second half of fiscal year 2022—2023

The following is a review of the activities and water quality issues in regards to:

- Source Water
- Treatment Performance
- Distribution System Water Quality
- Novato Recycled Water

NOVATO SYSTEM

Source Water: Stafford Lake

Stafford Lake water was used as a source of drinking water beginning on March 16, 2023. Water quality in the lake was monitored for chemical and mineral components as well as microbiological activity.

Algae were identified and enumerated from the raw water. Algae diversity was high while population sizes were low, and although there were some marked trends of growth and succession, there were no large blooms. In all, 21 species of algae were recorded in appreciable numbers, including 5 diatoms, 8 green algae, and 7 types of cyanobacteria. Total organic carbon (TOC) concentrations in the raw lake water were around half the levels recorded in 2022.

Treatment Performance: Stafford Treatment Plant

Total organic carbon (TOC) removal was excellent, well above the 35% requirement of the Enhanced Surface Water Treatment Rule. Operators were able to achieve 68 – 75% TOC removal with a finished water TOC concentration of 1.5 – 1.8 mg/L, below the District's goal of a maximum 2.0 mg/L.

Distribution System: Novato

Of 486 samples collected for compliance with the Total Coliform Rule, none were positive for coliform bacteria. Disinfection byproducts were moderate in the 3rd quarter and rose in the 4th quarter, but concentrations remained within standards of the Disinfection Byproduct Rule.

POINT REYES SYSTEM

Source Water: Coast Guard Wells

Raw water quality, by most measures, was good throughout the quarter. Water quality parameters affected by salt water continue to be elevated, but the decreased use of these wells for production looks to have slowed the rate and magnitude of seasonal changes.

The sodium concentration ranged from 97 to 130 mg/L and chloride ranged from 51 to 125 mg/L. Bromide, the seawater constituent that has been responsible for previous exceedances of trihalomethane (THMs) regulatory limits, ranged from 0.18 to 0.42 mg/L.

Source Water: Gallagher Wells

Raw water quality was very good throughout the quarter. The majority of water was produced from Gallagher Well #2 until June 15, when Gallagher Well #1 was restarted and used in conjunction with Well #2. Water Quality in the two wells is very similar with the principal difference being higher manganese and no iron in Gallagher Well #2.

Water quality parameters affected by saltwater are very low from these sources and because the wells are not prone to intrusion from seawater, concentrations of salts are very steady. The average concentration of sodium was 11 mg/L, chloride was 13 mg/L, and the bromide concentration was 0.06 mg/L.

Treatment Performance: Point Reyes Treatment Plant

The Point Reyes Treatment Plant is designed to provide disinfection and to remove iron, manganese and other metals. Treatment in these respects was excellent, no metals being detectable in finished water and all bacterial tests were clean.

Water was primarily sourced from the Gallagher Wells, while water from the Coast Guard Wells is only included when plant operations require higher instantaneous flowrates, such as after a backwash.

Distribution System: Point Reyes

There were 45 samples collected for routine monitoring and compliance with the total coliform rule, none tested positive for coliform bacteria.

Chlorine residual concentrations throughout our distribution system were adequate to maintain proper disinfection. Disinfection byproducts were moderate during the quarter.

NOVATO RECYCLED WATER

Deer Island Recycled Water Facility

The Deer Island facility was not operated during the period summarized in this report.

ATTACHMENTS

1. Regulatory Action Summary - 2023 A summary of upcoming regulatory changes.

REGULATORY ACTION SUMMARY - 2023



A SUMMARY OF UPCOMING
REGULATORY CHANGES

NEW FEDERAL REGULATION

- LEAD AND COPPER RULE REVISION 2023
 - LEAD SERVICE LINE INVENTORY
 - DISTRICT OWNED SERVICE LINE INVENTORY COMPLETED 2018
 - CUSTOMER OWNED SERVICE LINE INVENTORY BY NMWD DUE TO BE COMPLETED OCTOBER 2024
- LEAD AND COPPER RULE IMPROVEMENTS
 - EPA ANTICIPATES FINALIZING BY OCTOBER 2024
 - SEEKS TO PROVIDE MONEY TO REPLACE LEAD SERVICE LINES
 - TAP SAMPLING REQUIREMENTS BEING REVIEWED
 - SEEKS TO REVIEW ACTION AND TRIGGER LEVELS TO REDUCE COMPLEXITY

FEDERAL REGULATION PER- AND POLYFLUOROALKYL SUBSTANCES (PFAS)

- PFAS- UNREGULATED CONTAMINANT MONITORING RULE 3 (UCMR3)
 - 6 INDIVIDUAL COMPOUNDS
 - NMWD MONITORING IN 2014 AND 2015 SHOWED NO DETECTIONS
- PFAS- UCMR 5
 - 29 ADDITIONAL PFAS COMPOUNDS + LITHIUM
 - NMWD SCHEDULED TO BEGIN MONITORING IN FEBRUARY 2024

FEDERAL REGULATION PER- AND POLYFLUOROALKYL SUBSTANCES (PFAS)

- PFAS-PROPOSED PRIMARY REGULATION
 - EPA ANTICIPATES FINALIZING RULE BY THE END OF 2023
 - PFOA MAXIMUM CONTAMINANT LIMIT (MCL)= 4 PARTS PER TRILLION/NANOGRAMS PER LITER (NG/L)
 - PFOS MCL=4NG/L
 - PFNA, PFHxS, PFBS, AND HFPO-DA MCL=HAZARD INDEX OF 1.0

FEDERAL REGULATION OF DRINKING WATER OTHER PROPOSED CHANGES

- EIGHT CANDIDATES FOR REGULATION UNDER REVIEW
 - CHLORITE
 - CRYPTOSPORIDIUM
 - HALOACETIC ACIDS
 - HETEROTROPHIC BACTERIA
 - GIARDIA LAMBLIA
 - LEGIONELLA
 - TRIHALOMETHANES
 - VIRUSES

CALIFORNIA -PROPOSED REGULATIONS

- HEXAVALENT CHROMIUM- PROPOSED MCL 10 UG/L
 - MCL TO BE SET AT THE SAME LEVEL AS MCL IN PLACE FROM 2014-2017
- PFAS
 - MONITORING ORDERS FOR SEVERAL SYSTEMS INCLUDING SCWA (3 WELLS)
 - ESTABLISHES DETECTION LEVELS, NOTIFICATION LEVELS AND RESPONSE LEVELS FOR SEVERAL COMPOUNDS
- MICROPLASTICS
 - 30 WATER SYSTEMS SUBJECT TO MONITORING INCLUDING SCWA
 - DETECTIONS TO BE REPORTED TO CUSTOMERS
 - NO CONSENSUS ON HEALTH EFFECTS

CALIFORNIA REGULATIONS OTHER PROPOSED CHANGES

- ARSENIC MCL TO BE REVIEWED
 - CURRENT MCL IS 10 UG/L
- ADOPTION OF NEW DETECTION LIMITS (DLR) AND NOTIFICATION LEVELS (NL) IN PHASES
 - LOWER LEAD AND NICKEL DLR
 - ADOPT DLR FOR CONTAMINANTS WITH SECONDARY MCLS
 - LOWER ARSENIC, ANTIMONY, BERYLLIUM, CADMIUM, MERCURY, AND THALLIUM DLRS
 - FURTHER LOWER LEAD AND MANGANESE DLRS

LABORATORY STANDARDS FOR QUALITY MANAGEMENT SYSTEMS

- NEW “TNI 2016” STANDARD FOR LABORATORY QUALITY MANAGEMENT EFFECTIVE JANUARY 1, 2024
 - NEW REQUIREMENTS FOR MEASUREMENT TRACEABILITY
 - NEW REQUIREMENTS FOR DOCUMENT CONTROL
 - NEW REQUIREMENTS FOR INCREASED DOCUMENTATION ACROSS ALL AREAS OF OPERATION
 - NEW REQUIREMENT TO SEPARATE QUALITY MANAGEMENT FROM TECHNICAL MANAGEMENT
 - TNI = THE NATIONAL ENVIRONMENTAL LABORATORY ACCREDITATION COMMITTEE INSTITUTE

CALIFORNIA REGULATIONS OTHER CHANGES

- CROSS CONNECTION CONTROL POLICY HANDBOOK
 - LIKELY TO BE ADOPTED IN 2024
 - NMWD WILL NEED TO UPDATE CROSS CONNECTION CONTROL PROGRAM AND REG 6
- REGULATORY FEE INCREASES
 - DRINKING WATER PERMITS
 - WASTE DISCHARGE PERMITS
 - RECYCLED WATER PERMITS
 - LAB ACCREDITATION PROGRAM FEES
- DIRECT POTABLE REUSE OF RECYCLED WATER

17

DISBURSEMENTS - DATED AUGUST 17, 2023

Date Prepared 8/14/23

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	Able Fence Company	Fencing Materials	\$279.23
2	Arendell, Tony	Retiree Exp Reimb (Aug Health Ins)	1,234.14
3	Automation Direct	Communication Module	329.84
4	Boucher Law, PC	June Labor & Law Matters	10,594.00
5	Buck's Saw Service	Fuel for Tools	149.72
6	Carpenter Rigging & Supply Co.	Cable for Pulling Plastic Services (1,000')	1,122.41
7	CDW-Government, Inc.	CAT3 Router	448.97
8	Chandrasekera, Carmela	Retiree Exp Reimb (Aug Health Ins)	1,234.14
9	Chase	Chase Loan Payment-AMI Project (#11 of 30)	44,048.75
10	Cilia, Joseph	Retiree Exp Reimb (Aug Health Ins)	457.46
11	Core & Main	Elbows (24) (\$1,198), Bushings (6), Couplings (2), Gaskets (20), Nipples (18), Copper Pipe (60'), PVC Pipe (700') (\$43,671), Accessory Sets (12) (\$2,734) & Polywrap Pipe (\$785)	49,311.73
12	Digital Prints & Imaging	Vellum for Lab (24" x 36")	185.73
13	Enterprise FM Trust	Monthly Leases for Nissan Rogues (2), Nissan Frontiers (2), F-150's (7), F-250's (2), Ford Rangers (6), Chevy Bolts (2), Chevy Colorado & Nissan Leaf	12,528.68
14	Freyer & Laureta, Inc.	Prog Pymt#20: Engineering & Design Services for NMWD Hydropneumatic Pressure Stations (Balance Remaining on Contract \$7,244)	2,310.00
15	Frontier Communications	Leased Lines	1,658.14
16	Frontier Communications	August Internet (STP)	640.00
17	Grainger	Key Reel, Membrane Filters (600) (STP) & Plumbing Supplies	535.72

Seq	Payable To	For	Amount
18	HERC Rentals Inc.	Dump Truck Rental (7/20/23-8/1/23)	2,472.47
19		Vision Reimbursement	368.00
20	Kehoe, Theresa	Retiree Exp Reimb (Aug Health Ins)	457.46
21	Kemira Water Solutions	Ferric Chloride (10 dry tons) (STP)	15,518.57
22	Latanyshyn, Roman	Retiree Exp Reimb (Aug Health Ins)	457.46
23	Lemos, Kerry	Retiree Exp Reimb (Aug Health Ins)	1,234.14
24	Manzoni, Alicia	Retiree Exp Reimb (Aug Health Ins)	457.46
25	Marin Color Service	Paint to Cover Up Graffiti	69.51
26	McLaughlin, Patricia	Novato "Toilet Rebate" Program	125.00
27	McMaster-Carr Supply Co	Suction Water Hoses (10) & 10" Steel Bars (2)	717.26
28	Nagle, Amanda	Novato "Washer Rebate" Program	100.00
29	New Pig Corporation	Chemical Absorbent Mat Pads (3) (STP)	484.16
30	North Marin Auto Parts	Service Parts ('15 Nissan Frontier, '17 Dodge Ram, '93 Nissan Pickup, '18 Dodge Ram, '21 Nissan Frontier), Spark Plugs (10), Terry Rags (6 lbs), 5 Gal Buckets (8) & Antifreeze (2)	1,296.49
31	Novato Sanitary District	June 2023 RW Operating Expense	77,096.35
32	Parkinson Accounting Systems	July Accounting Software Support	2,681.25
33	Pacific Gas & Electric Co	Power: Bldgs/Yard (\$3,077), Other (\$258), Pumping (\$64,615), Rect/Controls (\$932) & Treatment (\$148)	69,030.48
34	Quincy Compressor	Service Call for STP Compressors	846.50
35	Rupp, Steve	Retiree Exp Reimb (Aug Health Ins)	457.46
36	Shape Incorporated	Parts to Rebuild Polymer Pump @ STP	5,199.32
37	US Bank	July Safekeeping Treasury Securities	116.25
38	Vulcan Materials Company	Power Patch (4 yds)	830.73
39	VWR International LLC	Agar Plate Count (Lab)	168.83
40	Waste Management	July Waste Disposal	90.26

DISBURSEMENTS - DATED AUGUST 24, 2023

Date Prepared 8/21/23

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 8/15/23	\$175,887.67
90620*	Internal Revenue Service	Federal & FICA Taxes PPE 8/15/23	78,331.96
90621*	State of California	State Taxes & SDI PPE 8/15/23	16,871.98
90622*	CalPERS	Pension Contribution PPE 8/15/23	48,380.06
90618	Amazon	Office Supplies, Clorox Wipes, Cuvettes, Bear Spray, Peg Board Kit, Bollard Covers (9) & Service Award	1,271.61
90619*	US Bank Card	Online Excel Course, AT&T (Internet @ PRTP & Gallagher Well #2), GFOA Trainings (4), Zoom Subscription, Cross Connection Control Program Course (\$1,400), Wine Country Water Works Trade Show & Symposium (5 Employees) (\$550), AWWA Corrosion Control Theory & Treatment Cert Program, Dropbox Annual Subscription, Aatrix Filing Fees (941 & DE9 Forms), Food for Staff Event (\$2,502), Carwash for District Vehicle, Network Switches (5) (\$2,242) & AWWA Water Supply Reference Books (4)	8,392.81
EFT*	US Bank	July Bank Analysis Charge (Lockbox \$912 & Other \$394 Less Interest \$110)	1,195.97
1	100 Wood Hollow	September Rent for 100 Wood Hollow	29,735.21
2	ADTS, Inc.	Random Compliance Testing (3 Employees)	169.50
3	Afartec	Aerial Photography (999 Rush Creek Place & Old Ranch Road)	518.00
4	Alpha Analytical Labs	Lab Testing	1,055.00
5	Athens Administrators	July Indemnity Review Fee	105.00
6	AT&T	Leased Lines	62.86

Seq	Payable To	For	Amount
7	Bank of Marin	Bank of Marin Loan Principal & Interest (Pymt#142 of 240) Aqueduct Energy Efficiency Project	46,066.67
8	Bennett, Ronald	Refund Overpayment on Closed Account	58.86
9	Berman, Celine	Novato "Cash for Grass" Rebate Program	800.00
10	Buck's Saw Service	Fuel for Tools	253.89
11	California Water Service	August Water Service (O.M.)	31.30
12	Caltest Analytical Laboratory	Lab Testing	105.80
13	Campbell, Wayne	Novato "Water Smart Landscape Efficiency Program" Residential	199.34
14	Clark, Robert E.	Exp Reimb: Carwash for District Vehicle	39.99
15	Comcast	August Internet Services (Buck Institute)	356.55
16	Core Utilities, Inc	Consulting Services: June IT Support (\$6,000), Labor for PLC Programming & Communication Set up for Gallagher Well #2 & SCADA (\$1,675), CORE Billing & Website Maintenance	8,061.90
17	Core & Main	Couplings (19) (\$2,783), Swivel Joint (\$2,430), Adaptor, Elbow, Strap Saddle & Tapping Sleeve (\$1,801)	8,342.58
18	Diesel Direct West	Diesel (719 gal)	3,988.44
19	E & M	Adaptor Plate, Cover & Access Panel	446.18
20	D.L. Falk Construction, Inc.	Prog Pymt#13: Admin & Lab Building Upgrades (Balance Remaining on Contract \$5,094,038)	741,430.17
21	D.L. Falk Construction Escrow Acct	5% Retainer: DL Falk Construction-CA Bank of Commerce-Admin Bldg & Lab Upgrade	39,022.63
22	Fire Goats LLC	Goat Grazing for Weed/Grass Control (Atherton Tank)	1,740.00
23	Fishman Supply Co	Sunscreen (150) & Lens Wipes for Safety Glasses (600)	174.73
24	Forman, Marjorie	Novato "Water Smart Landscape Efficiency" Program Residential	176.70

Seq	Payable To	For	Amount
25	Freyer & Laureta, Inc.	Prog Pymt#9: Engineering & Design Services for Lynwood Pump Station (Balance Remaining on Contract \$20,906)	14,121.50
26	Genterra Consultants	Prog Pymt#25: Dam Safety Consulting Services for STP (Balance Remaining on Contract \$67,844)	3,800.00
27	GHD Inc.	Prog Pymt#3: GIS Conversion to ESRI & Mapping Support (Balance Remaining on Contract \$11,705)	1,055.89
28	Grainger	Miscellaneous Maintenance Tools & Supplies	297.71
29	Hach Co.	Sodium Thiosulfate (STP)	63.55
30	HERC Rentals Inc.	Backhoe (\$3,029) (7/10/23-8/9/23) & Plate Compactor Rental (\$2,117) (7/27-8/7/23)	5,146.22
31	Hildebrand Consulting LLC	Financial Advising Support 06/29-07/25	2,300.00
32	Hoover, Svanhild	Novato "Cash for Grass" Rebate Program	150.00
33	InfoSend, Inc.	July Processing Fee for Water Bills (\$1,345), Postage (\$4,311) & Monthly Support Fee (\$842)	6,498.43
34	Kaiser Foundation Health Plan	DMV/DOT Physical (Breit)	115.00
35	Kehoe, Chris	Exp Reimb: Food for Interview Panel	36.31
36	Kiosk Creative LLC	July Marketing Communication & Outreach Services (Balance Remaining on Contract \$61,729)	5,163.03
37	Lincoln Life Employer Serv	Deferred Compensation PPE 8/15/23	9,474.81
38	McLellan Co, WK	Misc Paving - Pt Reyes	9,951.47
39	Nationwide Retirement Solution	Deferred Compensation PPE 8/15/23	3,710.00
40	Neuner, Eric	Novato "Toilet Rebate" Program	297.00
41	Pace Supply	Couplings (13) (\$3,286), Clamps (2), Bell Restrainers (3), Ratchet Key, Reducer & 12" x 2" Spool (\$1,303)	5,836.22
42	Pape Machinery Inc.	Parts to Repair Construction Compactor	640.92
43	Peifer, David	Novato "Washer Rebate" Program	100.00

Seq	Payable To	For	Amount
44	Point Reyes Prop Mgmt Assn	Aug HOA Fees (25 Giacomini Rd)	75.05
45	Quadient, Inc.	September Postal Meter Rental	143.09
46	RoadSafe Traffic Systems, Inc.	White Fiberglass Posts (15)	399.91
47	Soiland Co., Inc.	Asphalt Recycling (13 yds) & Rock (47 yds) (\$1,600)	2,009.20
48	Sonoma County Water Agency	July Contract Water	595,310.89
49	Sonoma County Tree Experts Inc.	Remove Elm Tree (Outside Maintenance Office)	1,200.00
50	SPG Solar Facility XII, LLC	July Energy Delivered Under Solar Services Agreement	17,131.85
51	S-Scapes (Michael Steiner)	Backflow Testing for Customer Owned RP Assemblies (70)	4,900.00
52	Staples Store #944	Refund Over Payment on Closed Account	110.43
53	Tamagno Green Products	Sludge Removal from STP (240 yds)	10,800.00
54	Township Building Services	July Janitorial Services (District Yard-\$1,155 & STP)	1,522.86
55	USA BlueBook	Flasks (10), Beakers (2), Turbidity Standard & Sodium Thiosulfate (STP)	664.19
56	US Postal Service	Refill Meter Postage	1,500.00
57	Villaluna, Angela	Novato "Washer Rebate" Program	100.00
58	Vulcan Materials Company	EZ Street Temp Paving (5 yds) (\$1,008), Pea & Sand (31 yds) (\$1,973)	2,981.09
59	VWR International LLC	Silver Nitrate, Beakers (2), Tubing (25'), Brilliant Green Blue Bile Broth, Buffer Solution, Cylinder Brushes (2), Germicidal Lamps (4), Buffer Reference Standard & Sulfuric Acid (Lab)	563.04
60	Walker, Jeanne	Novato "Cash for Grass" Rebate Program	800.00
61	Webster Bank	Webster Bank Loan Interest (Pynt #3 of 40)	297,321.15
62	White & Prescott	Prog Pynt#25: Homeward Bound Water Line Easement (Balance Remaining on Contract \$36,515)	855.00

DISBURSEMENTS - DATED AUGUST 31, 2023

Date Prepared 8/28/23

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
90623*	CalPERS	GASB68 Report & Schedule Fees-FY23	\$700.00
90624*	CalPERS	September Insurance Premium (Employer \$50,016, Retirees \$12,209 & Employees \$8,196)	70,421.21
1	American Family Life Ins	August 2023 Employee Paid Benefit	3,591.50
2	Badger Meter	2" Meters (3)	2,412.02
3	Bold & Polisner	July Legal Fees-General (\$1,823) & NMWD Portion-Potter Valley FERC	2,160.00
4	Caltest Analytical Laboratory	Lab Testing	105.80
5	Consolidated CM	Prog Pymt#27: Provide Construction Management Services for NMWD Admin Building Renovation (Balance Remaining on Contract \$426,589)	68,939.50
6	Core Utilities, Inc	Consulting Services: July IT Support (\$6,000), PLC Programming for Gallagher Well #2 & SCADA (\$2,125) & Labor to Design IT Systems for Renovated Admin Office & Lab (\$1,275)	9,400.00
7	Core & Main	12" Accessory Sets (2), Unions (15), Setter (\$1,248), Spools (14) (\$4,741), Valves (13) (\$14,170), Elbows (8), Bolts (1,000) (\$3,689), Meter Boxes (4), Bushings (9), Couplings (30), Flanges (8), Hydrant Ext (6), Nipples (24), Tees (4) & PVC Pipe (400') (\$12,282)	43,456.31
8	Diesel Direct West	Gasoline (1,000 gal)	4,911.85
9	Environmental Science Assoc	Prog Pymt#1: Environmental Support Services for Gallagher Well #2 Project (Balance Remaining on Contract \$28,134)	1,641.17
10	Grainger	Underground Warning Tape (2,000') (\$370) & Miscellaneous Maintenance Tools & Supplies	3,047.69

Seq	Payable To	For	Amount
11	Gwinnell, Yvonne	Refund Overpayment on Closed Account	109.84
12	Harrington Industrial Plastics	STP Sample Pump	454.37
13	Kehoe, Chris	Exp Reimb: Drinks for Crew on Hot Day	54.49
14	Keyes, Pamela	Novato "Toilet Rebate" Program	125.00
15	Mayer, John	Novato "Washer Rebate" & "Water Smart Landscape Efficiency" Program Residential	299.20
16	McLellan Co, WK	Misc Paving	37,477.09
17	Morgan, Aimee L.	Novato "Pool Cover Rebate" Program	75.00
18	MSI Litho	Business Cards (500-4 Employees)	200.92
19	Mutual of Omaha	Sept 2023-Group Life Insurance Premium	1,264.73
20	New Pig Corporation	Oil Absorbent Pads (600) (STP)	404.34
21	Ng, Geena	Novato "Water Smart Landscape Efficiency" Program Residential	200.00
22	Office Depot	Toner Cartridges (2)	84.83
23	O'Reilly Auto Parts	Cleaning Products for District Vehicles	608.83
24	Pace Supply	Replacement Booster Pump for STP (\$3,424), Valve, Plastic Pipe Joiner & Bell Restrainers (6)	4,651.53
25	Pearlman, Avram	Novato "Washer Rebate" Program	100.00
26	Redwood Painting Co., Inc.	Painting & Coating Services for STP Corrosion Assessment Project (Balance Remaining on Contract \$162,069)	29,401.64
27	Redwood Health Services, Inc.	August 2023 Dental Claims & Fees Expense	7,930.79
28		Vision Reimbursement	114.95
29	Scott Technology Group	Monthly Maintenance on Engineering, Admin Copiers & Contract Overage Charge	389.02
30	State Water Resources Control	SRF Loan Principal & Interest-Recycled Water North Segment (Pymt#11 of 20)	116,128.88
31	USA BlueBook	Roller, Tube Assemblies (OM) & Turbidity Standards (2) (STP)	1,043.20

DISBURSEMENTS - DATED SEPTEMBER 7, 2023


Date Prepared 9/5/23

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 8/31/23	\$179,194.27
90625*	Internal Revenue Service	Federal & FICA Taxes PPE 8/31/23	77,086.76
90626*	State of California	State Taxes & SDI PPE 8/31/23	16,619.75
90627*	CalPERS	Pension Contribution PPE 8/31/23	47,522.93
1	Alpha Analytical Labs	Lab Testing (Novato - \$3,030 & West Marin - \$1,000)	4,030.00
2	AT&T	Telephone, Fax, Leased Lines & Data	525.91
3	Backflow Distributors	Shutoff Rubber Disk for Check Modules, Rubber Parts Kit, Aluminum Test Fittings (9) & Freeze Protection Covers (5)	1,118.49
4	Bearings & Hydraulics	Clamps	12.38
5	Cao, David	Novato "Washer Rebate" Program	100.00
6	CPI International	Ion Chromatography Standards (2) (Lab)	163.15
7	Environmental Express	Bromide, Chlorate & Sulfate Standard (Lab)	210.35
8	Environmental Science Assoc	Prog Pymt#2: New Gallagher Well #2 Project (Balance Remaining on Contract \$19,240)	8,894.04
9	Fisher Scientific	Glycine (Lab)	61.64
10	Goodpaster, Stacie	Exp Reimb: AWWA CA-NV Membership Dues	311.00
11	Kehoe, Chris	Exp Reimb: Advanced Management & Supervisory Leadership Online Training Course (10/23/23-11/8/23)	499.00
12	Kemira Water Solutions	Ferric Chloride (10 tons) (STP)	16,167.20
13	LeBrun, Kent	Exp Reimb: Safety Boots	179.80
14	Lincoln Life Employer Serv	Deferred Compensation 8/31/23	9,305.51

Seq	Payable To	For	Amount
15	McLellan Co, WK	Misc Paving	67,740.71
16	Nationwide Retirement Solution	Deferred Compensation 8/31/23	3,397.50
17	Pace Supply	4" Pipe (60) (\$1,563), Elbows (45) (\$1,041), Accessory Sets (37) (\$3,251), Couplings (6), Tees (2), Reducer, Bolts & Nuts (222) (\$1,357), 8" Coupling Hymax (4) (\$2,403), Nipples (44), Valves (6) (\$5,439) & Caps (2)	17,623.14
18	Soiland Co., Inc.	Asphalt Recycling (7 yds)	209.80
19	Team Ghilotti Inc.	Final Billing (Repave Corp Yard)	16,357.05
20	Thatcher Company of California	Chlorine (4,000 lbs) (STP)	5,180.00
21	Verizon Wireless	Cellular Charges: Data, Airtime, iPads for Asset Management & Equipment	1,768.55
22	Verizon Wireless	SCADA & AMI Collectors (\$2,225)	2,585.47
23	Vulcan Materials Company	Pea & Sand (16 yds)	1,010.34
24	VWR International LLC	Hydrochloric Acid & Calcium Carbonate (Lab)	186.03
25	West Coast Energy Systems	Service on Generators (STP & Oceana Marin)	1,070.00
26	Zagunis, Sherry	Novato "Water Smart Landscaping Efficiency" Rebate Program	200.00
		TOTAL DISBURSEMENTS	<u>200.00</u> <u>\$479,330.77</u>

The foregoing payroll and accounts payable vouchers totaling \$479,330.77 are hereby approved and authorized for payment.


09/05/2023

Auditor-Controller Date


9/5/2023

General Manager Date

DISBURSEMENTS - DATED SEPTEMBER 14, 2023

Date Prepared 9/11/23


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	Able Tire & Brake	Tires (5) ('20 Chevy Colorado & '16 Nissan Frontier)	\$1,221.20
2	All Star Rents	Air Compressor Rental (1 Day)	207.92
3	Alpha Analytical Labs	Lab Testing	1,500.00
4	Badger Meter	1.5" Meters (4)	2,169.39
5	Building Supply Center	Plumbing Supplies & Miscellaneous Hardware	59.93
6	Caltest Analytical Laboratory	Lab Testing	105.80
7	Comcast	August Internet (1250 Lynwood Dr & 100 Wood Hollow)	566.10
8	Comcast	August Phone Services (Wood Hollow, Buck Institute, Yard & STP)	1,505.34
9	Comcast	Sept Internet Services (999 Rush Creek Place)	1,562.93
10	Core & Main	Elbows (16), Service Saddles (4), Couplings (22) (\$4,963), Flanges (4), Bell Restrainers (4) (\$1,486), Nipples (16), Spools (8) (\$3,177) & Coal Tar Tape (24 rolls) (\$1,693)	13,079.02
11	Cummings Trucking	Delivery of Rock (78 yds) (\$1,323) & Sand (124 yds) (\$2,968)	4,291.00
12	CWEA	Annual Membership (Reischmann)	221.00
13	DataTree	August Subscription to Parcel Data Info	100.00
14	Demsey, Filliger & Associates	GASB 75 Disclosure Information Report	500.00
15	Diesel Direct West	Gasoline (886 gal)	4,429.19
16	Direct Line Inc	August Telephone Answering Services	280.91
17	Electrical Equipment Co	Granulated Activated Carbon Pump Motor Rebuild (STP)	5,575.13


Seq	Payable To	For	Amount
18	Enterprise FM Trust	Monthly Leases for Nissan Rogues (2), Nissan Frontiers (2), F-150's (7), F-250's (2), Ford Rangers (6), Chevy Bolts (2), Chevy Colorado & Nissan Leaf	12,191.99
19	D.L. Falk Construction, Inc.	Prog Pymt#14: Admin & Lab Building Upgrades (Balance Remaining on Contract \$4,629,385)	441,420.61
20	D.L. Falk Construction Escrow Acct	5% Retainer: DL Falk Construction-CA Bank of Commerce-Admin Bldg & Lab Upgrade	23,232.67
21	Fishman Supply Co	First Aid Supplies	206.74
22	Fisher Scientific	Evaporating Dish (Lab)	207.72
23	Freyer & Laureta, Inc.	Prog Pymt#10: Engineering & Design Services for Lynwood Pump Station (\$9,110) (Balance Remaining on Contract \$211,796) & Prog Pymt#21: Engineering & Design Services for NMWD Hydropneumatic Pressure Stations (\$3,003) (Balance Remaining on Contract \$4,241)	12,113.00
24	Arthur J. Gallagher Risk Management Services LLC	Environmental & Railroad Liability Insurance - SMART	10,916.80
25	Grainger	Marking Chalk (30), 1/2 HP Utility Pump (STP), Underground Marking Tape (3,000') & Miscellaneous Maintenance Tools & Supplies	1,979.91
26	Kemira Water Solutions	Ferric Chloride (10 dry tons) (STP)	15,615.86
27	Koff & Associates Inc. - A Gallagher Company	Prog Pymt#4:(\$20,956) & Prog Pymt#5: (\$8,881) Classification Compensation Survey for Negotiations (Balance Remaining on Contract \$3,369)	29,837.50
28	Marin Landscape Materials	Wood Chips (1 yd), Crushed Rock (1 yd) & Quik Mix (42 bags)	494.87
29	Marin County Ford	Service Parts ('12 F250, '21 F150, '20 F150)	351.03
30	County of Marin	Encroachment Permits (15 Equestrian Ct-Novato & 209 A Street - Pt. Reyes Station)	1,280.62
31	Ng, Geena	Novato "Cash for Grass" Rebate Program	800.00
32	North Marin Auto Parts	Service Parts ('09 Peterbilt Crew, '99 Forklift, '12 F250 & '21 Nissan Rogue)	1,108.54
33	North Bay Gas	Carbon Dioxide, Nitrogen & Breathing Air	93.72

Seq	Payable To	For	Amount
34	Northbay Nissan	Service Parts ('21 Nissan Rogue)	127.55
35	Novato Builders Supply	Concrete (2 yds)	390.60
36	ODP Business Solutions, LLC	Wireless Keyboard & Toner	203.73
37	Parkinson Accounting Systems	August Accounting Software Support	585.00
38	Pacific Gas & Electric Co	Power: Bldgs/Yard (\$3,028), Other (\$255), Pumping (\$62,043), Rect/Controls (\$836) & Treatment (\$2,153)	68,315.43
39	Recology Sonoma Marin	August Trash Removal	618.51
40	RH & Sons Water Services	Backflow Testing for RP & DC Assemblies (98)	6,370.00
41		Vision Reimbursement	195.00
42	Sound Vision	Deposit on Audio Video System (Office/Yard Refurbish)	34,549.27
43	Staples Business Credit	Scanner & Miscellaneous Office Supplies	434.32
44	Star Creek Land Stewards	Refund Security Deposit on Hydrant Meter Less Final Bill	1,124.66
45	Team Ghilotti	Prog Pymt#6: Repave Corp Yard (Balance Remaining on as-needed Contract \$44,425)	16,552.00
46	Unicorn Group	Printing of W.M. (100) & Novato (250) Water Quality Reports	962.83
47	Van Bebber Bros	Metal Plate ('19 Ditch Witch)	200.73
48	Vulcan Materials Company	Pea & Sand (31 yds)	2,004.58
49	White & Prescott	Prog Pymt#26: Homeward Bound Water Line Easement (Balance Remaining on Contract \$35,975)	540.00
		TOTAL DISBURSEMENTS	<u>\$722,400.65</u>

The foregoing payroll and accounts payable vouchers totaling \$722,400.65 are hereby approved and authorized for payment.


09/12/23

 Auditor-Controller Date


9/12/23

 General Manager Date

NORTH MARIN WATER DISTRICT
MONTHLY PROGRESS REPORT FOR AUGUST 2023
 September 19, 2023

1.

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

Month	FY23/24	FY22/23	FY21/22	FY20/21	FY19/20	24 vs 23 %
July	218.6	224.5	282.9	341.7	317.7	-3%
August	230.9	235.9	212.4	290.1	287.1	-2%
FYTD Total	449.6	460.4	495.3	631.7	604.7	-2%

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

Month	FY23/24	FY22/23	FY21/22	FY20/21	FY19/20	24 vs 23 %
July	7.1	6.3	6.0	8.2	8.9	13%
August	7.5	6.8	5.7	9.2	8.4	9%
FYTD Total	14.6	13.1	11.8	17.4	17.3	11%

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

Month	FY23/24	FY22/23	FY21/22	FY20/21	FY19/20	24 vs 23 %
July	67.0	56.3	67.0	105.8	68.2	19%
August	98.3	67.9	31.3	81.1	103.8	45%
FYTD Total	165.3	124.2	98.2	186.9	171.9	33%

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

Month	FY23/24	FY22/23	FY21/22	FY20/21	FY19/20	24 vs 23 %
July	31.0	43.1	42.9	39.0	36.5	-28%
August	34.8	41.6	41.4	43.2	33.3	-16%
FYTD Total*	65.8	84.8	84.3	82.2	69.8	-22%

*Excludes potable water input to the RW system: FY24 =0.9MG, FY23= 10.8 MG FY22=10 MG; FY21=24.7 MG; FY20=16.7

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2. Regional and Local Water Supply

Lake Sonoma

	Current	2022
Lake Storage*	239,985 MG	117,815 MG
Supply Capacity	91 %	48 %

*Normal capacity =-245,000 AF (79,833.5 MG); deviation storage pool of 264,000 AF *86,025 MG)

Lake Mendocino

	Current	2022
Lake Storage *	84,801 MG	45,631 MG
Supply Capacity	76 %	63 %

*Normal capacity = 70,000-110,000 AF (22,800-35,840MG); flood control pool at 80,000 AF (26,000 MG)

3. Stafford Lake Data

	August Average	August 2023	August 2022
Rainfall this month	0.00 Inches	0.00 Inches	0.0 Inches
Rainfall this FY to date	0.06 Inches	0.00 Inches	0.0 Inches
Lake elevation*	185.0 Feet	189.1 Feet	186.4 Feet
Lake storage**	694.0 MG	928.0 MG	770.0 MG
Supply Capacity	50 %	66 %	49 %

* Spillway elevation is 196.0 feet

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

Temperature (in degrees)

	Minimum	Maximum	Average
August 2023 (Novato)	50	97	71
August 2022 (Novato)	49	119	71

4. Number of Services

August 31	Novato Water			Recycled Water			West Marin Water			Oceana Marin Swr		
	FY24	FY23	Incr %	FY24	FY23	Incr %	FY24	FY23	Incr %	FY24	FY23	Incr %
Total meters installed	20,984	20,881	0.5%	102	102	0.0%	800	800	0.0%	-	-	-
Total meters active	20,834	20,725	0.5%	100	99	1.0%	792	790	0.3%	-	-	-
Active dwelling units	24,097	24,099	0.0%	-	-	-	837	838	-0.1%	236	235	0.4%

5. Oceana Marin Monthly Status Report (August)

Description	August 2023	August 2022
Effluent Flow Volume (MG)	0.439	0.452
Irrigation Field Discharge (MG)	0.383	0.000
Treatment Pond Freeboard (ft)	7.0	3.5
Storage Pond Freeboard (ft)	8.5	10.0

6. Safety/Liability

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Industrial Injury with Lost Time				Liability Claims Paid	
Lost Days	OH Cost of Lost Days (\$)	No. of Emp. Involved	No. of Incidents	Incurred (FYTD)	Paid (FYTD) (\$)
1	\$368	1	1	0	\$0
64	\$37,504	2	2	0	\$0

FY 24 through August

FY 23 through August

Days since lost time accident through Aug 31, 2023

44 Days

7. Energy Cost

FYE		August			Fiscal Year-to-Date thru August		
		kWh	¢/kWh	Cost/Day	kWh	¢/kWh	Cost/Day
2024	Stafford TP	76,743	22.5¢	\$557	142,969	24.1¢	\$557
	Pumping	149,041	34.8¢	\$1,789	307,613	34.5¢	\$1,789
	Other ¹	34,845	41.1¢	\$494	70,628	40.9¢	\$494
		260,629	32.0¢	\$2,840	521,211	32.5¢	\$2,840
2023	Stafford TP	69,985	22.2¢	\$501	142,148	22.2¢	\$509
	Pumping	144,252	29.0¢	\$1,396	299,316	29.0¢	\$1,401
	Other ¹	37,953	34.5¢	\$437	82,204	34.3¢	\$454
		252,190	28.0¢	\$2,334	523,668	28.0¢	\$2,364
2022	Stafford TP	25,807	21.6¢	\$180	67,573	21.6¢	\$235
	Pumping	136,878	27.6¢	\$1,261	292,084	27.5¢	\$1,298
	Other ¹	39,713	31.4¢	\$416	82,021	31.3¢	\$413
		202,398	27.6¢	\$1,857	441,678	27.3¢	\$1,946

¹Other includes West Marin Facilities

8. Water Conservation Update

	Month of August 2023	Fiscal Year to Date	Program Total to Date
High Efficiency Toilet (HET) Rebates	6	10	4,491
Retrofit Certificates Filed	4	11	6,808
Cash for Grass Rebates	3	4	1,067
Washing Machine Rebates	6	8	6,901
Water Smart Home Survey	0	3	3,924

9. Utility Performance Metric

SERVICE DISRUPTIONS (No. of Customers Impacted)	August 2023	August 2022	Fiscal Year to Date 2024	Fiscal Year to Date 2023
PLANNED				
Duration Between 0.5 and 4 hours	37	25	55	32
Duration Between 4 and 12 hours	0	0	0	0
Duration Greater than 12 hours	0	0	0	0
UNPLANNED				
Duration Between 0.5 and 4 hours	25	27	30	90
Duration Between 4 and 12 hours	0	0	78	0
Duration Greater than 12 hours	0	0	0	0
SERVICE LINES REPLACED				
Polybutylene	2	11	16	14
Copper Replaced or Repaired)	6	1	10	1

August 2023 Service Disruptions

Planned:

For the month of August, we had 37 planned service disruptions.

Plastic: 2 plastic service leaks on Louise Ct and Sunset Parkway.

Copper: We had 6 copper service leaks on Coronado Ct, Alameda De La Loma, Equestrian Ct, and Los Cedros Dr.

Mains: We had a planned shutdown to remove a damaged section of 6" AC pipe on Laguna Vista that affected 29 customers.

Unplanned:

For the month of August, we had 25 unplanned service disruptions.

Mains: There were 2 main breaks on Carmen Ct and Los Cedros Dr, both of which were 2" PVC.

10. Summary of Complaints and Service Orders

Summary of Complaints & Service Orders August 2023						
Tag Breakdown:						
	Total:	210	Consumer:	81	Office:	129
Type		Aug-23		Aug-22	Added Notes	
Billing						
High Bill		6		1		
Total		6		1		
Meter Replacement						
		54		15		
Total		54		15		
Need Read						
		1		1		
Total		1		1		
No-Water						
		4		3		
Total		4		3		
Leak						
Consumer		97		252		
District		13		18		
Total		110		270		
Water Quality						
Taste/ Odor		1		0		
Color		1		0		
Total		2		0		
Check Pressure						
		1		4		
Total		1		4		
Turn Off / On						
		26		33		
Total		26		33		
Other						
		6		13		
Total		6		13		
TOTAL FOR MONTH:		210		340	-38%	
Bill Adjustments Under Board Policy:						
August 23 vs. August 22						
	Aug-23	15		\$2,662		
	Aug-22	16		\$2,951		
Fiscal Year vs Prior FY						
	FY 23/24	24		\$4,215		
	FY 22/23	31		\$5,276		



August 17, 2023

The Honorable Gavin Newsom
1021 O Street, Suite 9000
Sacramento, CA 95814

Re: Assembly Bill 30 - Support

Dear Governor Newsom,

Thank you for your continued leadership in strengthening California's drought resilience. We write in support of Assembly Bill 30 (Ward). This bill would expand the Department of Water Resources Atmospheric Rivers: Research, Mitigation, and Climate Forecasting Program (AR Program) to include forecast informed reservoir operations (FIRO) and integrate FIRO into Department of Water Resources (DWR) water supply operations and flood and hazard risk mitigation efforts. The bill would also advance DWR's atmospheric river forecast capabilities and include refined climate projections for various environmental conditions. Codifying these components of the AR Program is an important step to align investments in AR forecast development and FIRO implementation, which will enhance California's ability to leverage federal agency support and funding.

California's statewide annual precipitation is highly variable as up to 50 percent of California's total annual rainfall and 90 percent of flood impacts are caused by AR storms. Climate models indicate an additional increase in the variability and magnitude of these storm events. In 2015, Senate Bill 758 (Block) authorized the creation of the DWR AR Program to advance AR forecast capabilities and better understand their impact on California water supply and flood risk management. In 2015, FIRO was still in the concept phase, and it was unclear if USACE would be willing to incorporate FIRO into USACE operations. That has changed and it is time to explicitly include FIRO in the DWR AR program's statutory language.

DWR's AR Program leverages ongoing funding from several federal agencies. As California continues to be regularly impacted by chronic and severe drought followed by extreme rain events, providing California water managers with better forecasting tools will improve water management. AB 30 broadens DWR's AR program to include research, development, and implementation of new observations, prediction models, and novel forecasting methods to continue improving AR prediction capabilities.

Initial state program investments activated federal resources and agency support to demonstrate the viability of FIRO as a flood risk mitigation and water supply management tool at Lake Mendocino. During Water Year 2020, the third driest water year on record, Lake Mendocino's water supply increased by 20 percent due to FIRO. Due to state and federal investment in observations, data collection, and model development, skills in predicting ARs over one week in advance have been enhanced, including a 20 percent improvement in the five-day forecasts – an unprecedented forecast skill improvement that typically requires decades of development.

With improved precipitation and snow-level forecasting, full implementation of FIRO could allow the conservation of an additional 500,000 acre-feet of water in some years throughout the state, significantly enhancing California's water supply reliability while also mitigating flood risk. These promising water supply benefits would enhance community drought preparedness and support natural ecosystem management. AB 30 would require AR forecast integration with DWR operations, helping ensure the effective implementation of FIRO and improvement in California flood risk and water supply management.

We respectfully encourage your support for AB 30 and appreciate your consideration.

Sincerely,



Michael R. Markus, P.E., D.WRE, BCEE, F.ASCE
General Manager
Orange County Water District



Grant Davis
General Manager
Sonoma Water

Heather Dyer, MS, MBA
Chief Executive Officer/General Manager
San Bernardino Valley Municipal Water District

Paul A. Cook
General Manager
Irvine Ranch Water District

Dave Eggerton
Executive Director
Association of California Water Agencies

Dan Denham
Acting General Manager
San Diego County Water Authority

Aaron Avery
Senior Legislative Representative
California Special Districts Association

Michelle Reimers
General Manager
Turlock Irrigation District

Brenda Bass
Policy Advocate
California Chamber of Commerce

Willie Whittlesey
General Manager
Yuba Water Agency

Bart Broome
Assistant Officer for State Government Relations
Valley Water District

Allison Febbo
General Manager Santa Clara
Mojave Water Agency

Utility Advisory

Who: AWWA

What: Letter to U.S. President Biden about PFAS regulations

When: Sent Sept. 7

AWWA and four other water associations sent a [letter](#) yesterday to U.S. President Joe Biden, recommending the polluter pays model as it relates to cleaning per- and polyfluoroalkyl substances (PFAS) waste. The associations urged the Biden Administration to support the “[Water Systems PFAS Liability Protection Act](#),” which protects communities and holds polluters responsible for cleaning up PFAS pollution.

The letter was jointly signed by representatives from AWWA, the National Association of Clean Water Agencies (NACWA), Association of Metropolitan Water Agencies (AMWA), National Rural Water Association (NRWA) and the Water Environment Federation (WEF). It encouraged President Biden to direct the U.S. Environmental Protection Agency to expedite regulations for effluent discharges and wastes generated by manufacturers and industrial users of PFAS.

The letter stated,

“The water sector requests that the Biden Administration hold polluters – not local communities and their water ratepayers – responsible for PFAS pollution and contamination. This can be achieved by expeditiously establishing effluent discharge and waste management requirements for manufacturers and industrial users of PFAS and exempting water systems from liability for contaminated sites. We ask that your administration move quickly on these two goals, including support of federal legislation to make PFAS manufacturers pay for needed cleanups and protect local communities from these costs.”

The work of AWWA members communicating the importance of CERCLA liability relief to Congress is building much needed awareness and attention. Now that Congress is back in session, your continued efforts to raise this issue with your Congressional delegations is very valuable. If a template letter would be helpful for your outreach, see the [draft here](#).

AWWA has resources to assist water systems communicate to decision makers and the public about PFAS.

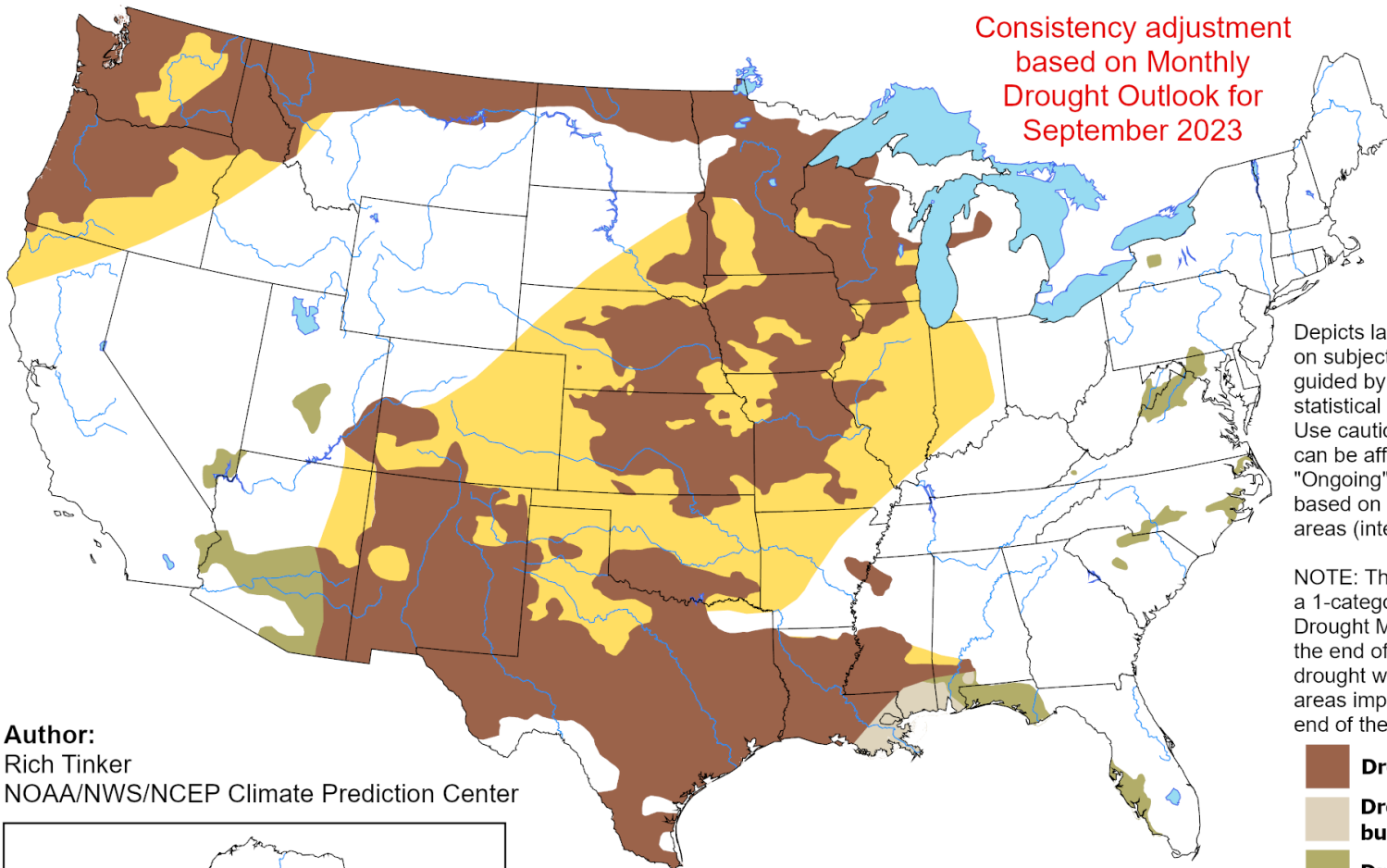
- [PFAS resource page](#)
- [AWWA Briefing on PFAS](#)
- [PFAS Technical Report Set](#), including a “[Source Water Evaluation Guide for PFAS](#)”
- [Trending in an Instant: A Risk Communication Guide for Water Utilities](#)

U.S. Seasonal Drought Outlook

Drought Tendency During the Valid Period

Valid for September 1 - November 30, 2023
Released August 31, 2023

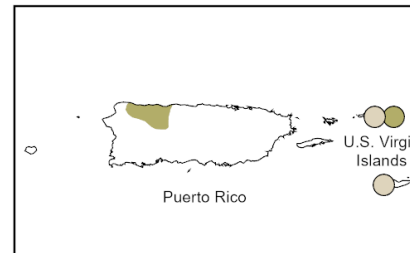
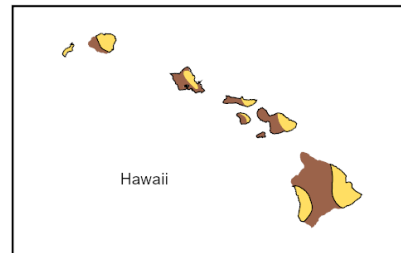
Consistency adjustment
based on Monthly
Drought Outlook for
September 2023








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:
Rich Tinker
NOAA/NWS/NCEP Climate Prediction Center



-  **Drought persists**
-  **Drought remains, but improves**
-  **Drought removal likely**
-  **Drought development likely**
-  **No drought**



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

DROUGHT RESPONSE

Marin Municipal set to start study of new supply options

Board to vote on contracts with new consulting teams



A watercraft rider travels down the Petaluma River in Novato. The Marin Municipal Water District is considering the river as the site of a desalination plant. ALAN DEP — MARIN INDEPENDENT JOURNAL



Water flows off the spillway at Phoenix Lake near Ross. SHERRY LAVARS — MARIN INDEPENDENT JOURNAL

BY WILL HOUSTON

WHOUSTON@MARINIJ.COM

The Marin Municipal Water District is preparing to launch more in-depth studies of new water supply projects, beginning with assembling consulting teams.

The district board is set to vote on contracts with new consulting teams next month to begin preliminary technical, environmental and engineering studies of larger, more complex projects. The projects include

expanding local reservoir storage, constructing a brackish Petaluma River desalination plant and installing new pipelines to transfer Russian River water directly into local reservoirs.

Unlike the broader study completed earlier this year that identified which supply options the district could pursue, the more in-depth analyses are needed to provide details on how and whether they can be built, as well as the costs and environmental impacts.

“There needs to eventually be a project you can say yes to, very specifically,” district consultant Xavier Irias told the board.

The district expects the studies to be completed between June and September 2024.

The district, which serves 191,000 residents in central and southern Marin, is preparing to significantly increase water supplies for the first time since the 1980s. The effort follows the 2020-2021 drought that threatened to deplete the utility’s seven reservoirs. Rains in late 2021 nearly refilled the basins and ended the crisis.

The seven reservoirs make up about 75% of the district’s water supply. The reservoirs can hold up to about 80,000 acre-feet of water, about a two-year supply. An acre-foot is about 326,000 gallons of water.

The remaining water is imported from the Russian River.

Following a yearlong study, the district adopted a water supply roadmap earlier this year that seeks to add 12,000 to 20,000 acre-feet of annual supply by 2035. The study estimated the agency would need at least 8,500 acre-feet of additional water per year to weather a severe four-year drought.

The district adopted historic rate increases to help pay for the estimated \$35 million it plans to invest in the projects through mid-2027.

Of the three longer-term studies, the proposal to enlarge reservoir capacity generated the most discussion among the board and staff. The district is studying the three largest reservoirs — Kent, Soulajule and Nicasio — for the potential of adding moveable spillway gates or raising spillways to add capacity.

“We’re looking at the costs, the impacts, the benefits, the timeline,” Irias told the board. “Those impacts could be across a wide range of concerns, whether it’s short-term construction impacts, impact on inundating a road and requiring it to be relocated.”

The biggest question about the proposal is how it would affect the district’s water rights. A 1995 order from the state water regulators says that any additional reservoir storage capacity the district creates must be used for environmental water releases for protected fish such as coho salmon.

“You can raise the dam but you have to release the water to the watershed,” board member Larry Russell said. “It’s mechanical. That’s what the current agreement says.”

Ben Horenstein, general manager of the water district, said the staff plans to simultaneously consult with the state regulators on the proposed projects while conducting the feasibility studies for each reservoir.

“We’ve tried to think about talking to the regulators first without that information, but that seems very problematic at this point given there’s so much we really don’t know and we’re also talking about different watersheds,” Horenstein told the board.

Monty Schmitt, president of the board, said he would prefer to consult with state regulators first to determine whether certain projects would not trigger reopening the district’s water rights.

“I do feel that is a very fundamental issue that could have a very substantial change in what we are currently required to release,” Schmitt said during the meeting, referring to the environmental releases.

For the proposed brackish desalination plant near the mouth of the Petaluma River, Paul Sellier, district water resources director, said Petaluma is set to release a report next month on preliminary well tests that could help determine the feasibility of such a facility. The district’s own feasibility report is expected to be released in June.

Meanwhile, work is underway on near-term projects that aim to improve the efficiency of the district’s existing water supplies. One project would automate environmental dam water releases using flow gauges as opposed to the manual process currently required. The project is meant to prevent releasing too much or too little water.

Sellier said the staff hopes to begin installing equipment at the end of October, followed by a yearlong calibration period.

Another project — a pipeline connecting Phoenix Lake to Bon Tempe Reservoir — is also set to undergo further study. Phoenix Lake is only drawn on during water shortages because it does not have a pumping and distribution system. To pump water, staff must undergo a four-week effort to set up a pump station and pipes to transport water to the Bon Tempe treatment plant. The new project would create a permanent pump station and pump water through a 1,200-foot tunnel into Bon Tempe Reservoir.

The district is also looking to add permanent pump stations to its third-largest reservoir, Soulajule. Like Phoenix Lake, the reservoir is only tapped during emergency shortages and requires the use of portable generators. Pacific Gas & Electric Co. says electric lines are the most feasible option to power the new facility and that alternative power such solar panels might not be cost-effective, according to Sellier.

Board members stated they would like to see more information from PG&E on how they came to that conclusion.

“It’s kind of a disappointment that PG&E is turning away with that,” board member Matt Samson said during the meeting.

“We seem like an optimal landowner and climate for solar,” board member Jed Smith said. “We have a long-term perspective. It would just be good to see the math.”

NORTH COAST

Water suppliers in Marin keep eye on talks for dam

BY WILL HOUSTON

WHOUSTON@MARINIJ.COM

Marin County water agencies are expressing cautious optimism about a new proposal to transfer ownership of a controversial hydropower plant that affects one of the county's main water suppliers.

The proposal centers on the Potter Valley Project, a 110-year-old hydropower plant in Mendocino County that is operated by Pacific Gas & Electric Co. Water diverted by the plant feeds into the Russian River watershed, which is a key part of Marin's water portfolio.

After PG&E announced its intention to surrender and decommission the power facility in 2019, there has been a question of whether water diversions to the Russian River would continue. The new proposal submitted this month by Sonoma Water, the Mendocino County Inland Water and Power Commission and the Round Valley Indian Tribes would transfer parts of the facility to a new entity that would continue Russian River water diversions.

"The proposal I think is welcomed," said Paul Sellier, the Marin Municipal Water District water resources director. "It's a positive step. We're very interested in the details."

Both of Marin's largest water agencies — the Marin Municipal Water District and North Marin Water District — purchase Russian River water through Sonoma Water. The Russian River provides about 75% of the greater Novato area's water supply and about 25% of the water supply for central and southern Marin communities.

Sonoma Water has two main reservoirs, Lake Sonoma and the smaller Lake Mendocino. Diversions from the Potter Valley Project flow into Lake Mendocino. Pamela Jeane, assistant general manager at Sonoma Water, said studies and modeling show that without continued diversions, Lake Mendocino is at risk of drying up during drought years.

The agency is also required to make dam water releases for the environment from Lake Mendocino as part of its state water rights. If the diversions from the hydropower plant end, Jeane said, it might be that more water would need to be released from Lake Sonoma, thus making water supply less reliable from its contractors, including Marin's water agencies.

"It's all one system and you can't bifurcate the upper portion of the river from the lower portion of the river," Jeane said. "All of our communities rely on both reservoirs and on the river as a pipeline."

Under the proposal submitted to PG&E this month, a new entity would be created to purchase parts of the Potter Valley Project from PG&E. Jeane said this entity would work to upgrade parts of the diversion tunnel and facilities and make improvements for fish passage at the hydropower site. PG&E is proposing to remove one of the two dams at the hydropower plant, known as Cape Horn Dam, but Jeane said it is still unclear who would be responsible for undertaking that work.

PG&E spokesman Paul Moreno said the company is reviewing the plan.

“PG&E has previously shared we would consider proposals for a third party to retain certain project features,” he said. “We will have an initial draft surrender application and decommissioning plan available for review in late November.”

The Federal Energy Regulatory Commission would ultimately decide whether to approve PG&E’s application. The proposal envisions the application and the transfer proposal being submitted to the commission before the end of January 2025.

Tony Williams, general manager of the North Marin Water District, said while it’s unclear how much water diverted from the Potter Valley Project ends up in Marin County, he said the district supports the proposal. However, there are still questions remaining that he wants answered, primarily on cost-sharing.

“We are going to work very closely with Sonoma Water to make sure we’re not flipping the bill for this 100%,” Williams said. “I think they have heard us say that pretty clearly.”

“But it also sounds like the other water interests on the Russian River side are starting to recognize the importance of something beyond when PG&E walks away,” Williams said. “I think they are starting to step up and hopefully are willing to contribute financially.”

MMWD

Utility to convert dormant tunnel to water storage

BY WILL HOUSTON

WHOUSTON@MARINIJ.COM

The Marin Municipal Water District has launched a project nearly 14 years in the works to bolster water storage in the Ross Valley and decommission a century-old tunnel used as a water storage tank.

The five- to six-year project will close off the 9,000-foot-long Pine Mountain Tunnel that was built in 1919 to transport raw water from the Alpine Lake reservoir to Cascade Canyon for drinking water. After new water treatment standards were implemented in the late 1960s, the tunnel was disconnected from Alpine Lake and repurposed in 1971 to store up to 3 million gallons of treated water.

“You can think of it as a 9,000-foot-long tank,” said Crystal Yezman, chief engineer at the district.

The project, for which planning began around 2009, will replace the tunnel with two 2-million-gallon storage tanks for treated water. The tanks will be on the western side of Concrete Pipe Road near Bolinas and Sky Oaks roads.

A risk assessment performed by the district in 2019 found that the tunnel had one of the highest risks of failure from disasters such as earthquakes, which could threaten water supply and fire response for Ross Valley communities. The tunnel was also found to have cracks, resulting in water loss.

“The project is going to be really beneficial to the community because it will increase the storage and reduce water loss,” Yezman said.

The project launched this month and will be completed over two phases.

The first phase will prepare the site for the new storage tanks through grading work and building a 400-foot-long soil nail wall to stabilize the nearby hillside.

The project will require the district to remove 45,000 cubic yards of soil, or enough to fill more than 2,800 dump trucks. About 5,000 cubic yards of topsoil will be hauled to a landfill to prevent the potential spread of a pathogen that causes sudden oak death disease, Yezman said.

The loaded trucks will be tarped and will take a one-way route through the watershed and exit out of Natalie Coffin Greene Park. The work will result in the temporary closure of some parking spaces at the park.

The remaining soil will be deposited at Bullfrog Quarry, with some being used to create the soil nail wall. The first phase is set for completion in early 2025.

The larger second phase set to begin in the summer of 2025 will build the new water tanks and cap off Pine Mountain Tunnel.

The first phase is estimated to cost \$6 million. While an engineer’s estimate is not finalized, Yezman said the second phase is expected to cost about \$20 million. The project will be funded by district funds, including revenues from its capital maintenance fee.

The project will result in traffic control measures and parking restrictions in Ross and nearby areas during the first phase of the project. Some trails and fire roads in the watershed will be closed through October.

The Ross Town Council heard a presentation on the project on Thursday. Mayor Elizabeth Brekhus said she was reassured by the presentation and that the town will work with the district to monitor and address any impacts.

“And while no one likes construction, the presentation persuaded me the work is necessary and other alternatives were explored to avoid the impacts,” Brekhus wrote in an email. “If the work is performed as described, it sounds like it will be a short-term inconvenience and will result in important benefits to the watershed capacity.”

MARIN MUNICIPAL

Plan looks to Sonoma for getting more water

District to study increasing supply from Russian River

BY WILL HOUSTON

WHOUSTON@MARINIJ.COM

Marin Municipal Water District is set to begin a new study into potential projects to import more Russian River water into Marin, including a first-time intertie to local reservoirs.

On Tuesday, the district Board of Directors is set to vote on a nearly \$936,000 contract with a consulting firm to conduct the study.

The district identified several options as part of a previous water supply study completed earlier this year. The proposed options range from improvements to the existing aqueduct system to miles of new pipeline that would pump water directly into two of the district's largest reservoirs, Nicasio and Soulajule.

The new studies would work to provide more detail on the costs and benefits of each option as well as construction, potential environmental impacts and other factors. The study would aim to identify a preferred project by May 2024.

"We really do need to make sure that we get it right and that it's robust and defensible before we select a preferred alternative," district Water Resources Director Paul Sellier told the board during an update meeting last month.

The Russian River is a key piece of Marin County's water portfolio. The water purchased from Sonoma Water agency makes up 25% of the water supply for the Marin Municipal Water District and the 191,000 residents it serves in West Marin. Novato receives about 75% of its annual supply from the Russian River.

Treated Russian River water is transported to Marin through a 9-mile aqueduct along the Highway 101 corridor from Petaluma to North Marin Water District in Novato. The district then wheels the water directly to the Marin Municipal Water District's water distribution system.

A previous Marin Municipal Water District water supply study completed earlier this year identified eight opportunities to improve Russian River water imports. Some options would involve building a new pipeline, some up to 25 miles long, to pump water directly into Nicasio and Soulajule reservoirs for storage.

Consultant Tim Taylor of the San Francisco-based Carollo Engineers firm told the district board last month that all of these projects have various engineering and technical challenges that must be assessed before a project is chosen. New pipelines to Nicasio and Soulajule reservoirs would travel through undeveloped areas in southern Sonoma and northern Marin. The district would also have to be able to pump water over higher elevations to reach the two reservoirs.

"These two alignments are out in the country roads," Taylor told the board. "How are you going to get power to them? These aren't small pump stations and hooking up to PG&E is not a small task. We've got to look at those technical issues as well."

Other projects would improve the current conveyance system to address constraints that currently limit how much water the district can import.

The district's contract with Sonoma Water allows it to purchase 14,300 acre-feet of water annually, but constraints in the district's transmission and distribution system only allow for up to 11,000 acre-feet to be

imported per year. An acre-foot is about 346,000 gallons.

Former Marin Conservation League board member Roger Roberts told the board that it must also factor in land costs, such as obtaining right-of-way easements, into its analysis.

District board President Monty Schmitt said he would also like to see the new study analyze how the costs and benefits change when factoring in proposed projects to increase capacity in local reservoirs such as Nicasio and Soulajule. Schmitt said he also wants to ensure that the analysis considers the availability of water from Sonoma Water into the future, especially as other contractors may wish to purchase more water from the Russian River system.

“Our assumptions about the availability of surplus water I think need to be looked at carefully just recognizing how much of that water are we relying upon is Sonoma’s water that they have a right to first,” Schmitt said during the meeting.

The district is proposing to have Carollo Engineers perform the study. The firm previously drafted design plans for a proposed emergency pipeline across the Richmond-San Rafael Bridge in 2021.

The pipeline would have pumped in water purchased in the Sacramento Valley and was meant to prevent the district from depleting its reservoir supplies, which was projected to occur as soon as mid-2022 after a two-year drought. The pipeline project was shelved after rains in late 2021 nearly refilled reservoir supplies.

The Tuesday board meeting begins at 6:30 p.m. and will include other consulting contracts for additional water supply studies. Go to [marinwater.org/board-meeting-information](https://www.marinwater.org/board-meeting-information).

STATE REGULATORS

Increase sought in water savings

Marin ahead of targets proposed in new rules

BY PAUL ROGERS**BAY AREA NEWS GROUP**

Dozens of California cities could be required to impose permanent water conservation measures starting in about a year — and keep them in place even when the state is not in a drought — under proposed new rules from state water regulators.

The landmark rules are required by two laws that former Gov. Jerry Brown signed in 2018 after a severe five-year drought. Environmentalists and some water districts support them, saying they are critical as the state grapples with climate change and more severe droughts.

But some water agencies have been strongly opposed, saying Sacramento is beginning a new era of micro-managing how local communities use water.

Under the new rules, roughly 400 of California's largest cities and water districts would be required to come up with a water-use budget every year beginning in 2025. They could eventually face fines of up to \$1,000 a day — and \$10,000 a day during drought emergencies — for failing to write a water use budget or meet their targets.

In general, the Central Valley and Southern California's inland communities could face the biggest cuts, while places where water conservation levels already are higher, like the Bay Area and much of coastal Southern California, would have far fewer or no required reductions in the first few years.

"We see conservation as one tool in the toolbox to address the water supply challenges that are going to result from climate change and a hotter, drier future," said Eric Oppenheimer, chief deputy director of the State Water Resources Control Board.

The new laws would make it likely that water agencies would need to offer more rebates for homeowners and business proprietors who replace lawns with drought-tolerant plants and who purchase water-efficient appliances. The agencies could also limit the hours and days of lawn watering to meet their targets, even when droughts are not occurring.

The targets would vary by community. They are based on a formula consisting of three main factors: a standard of 47 gallons per person per day for indoor water use, dropping to 42 gallons by 2030; an amount for outdoor residential use that varies by community depending on regional climates; and a standard for water loss from leaks in water system pipes.

State water officials recently made public the first detailed look of how the new rules could affect each city.

By 2025, a total of 228 cities and water agencies that serve 73% of California's urban population would not be required to make any changes because they already use water efficiently enough to meet the new state standards, the State Water Resources Control Board estimated.

Those include most of the state's major water providers, including the Los Angeles Department of Water and Power, the San Francisco Public Utilities Commission, the East Bay Municipal Utility District, the San Jose Water Co., the city of San Diego and others.

Marin County's two largest water agencies — the Marin Municipal Water District and the North Marin Water District — will not be required to make reductions until 2035, and those reductions only range from 1 to 2%.

Regardless of the state's targets, the Marin Municipal Water District still aims to reduce water use and expand supply given the effects of the recent drought, said Carrie Pollard, the utility's water efficiency manager.

"For us, it's great that we're meeting the current targets years in advance, but nevertheless we understand that reducing water use through efficiency and conservation is really a key component of our water supply roadmap," Pollard said.

Pollard said that while the state's proposed targets for residential water use reductions are available, the district is still awaiting information on reduction targets for landscaping and the commercial, industrial and institutional sectors.

The North Marin Water District will also consider adjusting conservation regulations and rebates for water-saving appliances and projects in the coming months, said Ryan Grisso, the utility's water conservation and communications manager.

"We've taken conservation seriously for a long time," said Grisso, whose district serves the Novato area and parts of western Marin. "It's kind of been a way of life in Marin since the late 70s. Now we'll implement as needed what we feel are good measures to improve water use efficiency as time goes on."

But 80 water agencies representing 15% of the population would need to reduce use by up to 10% starting in 2025, the board estimated. They include utilities in Livermore, Hollister, Newport Beach and Ukiah.

Another 51 water agencies representing 8% of California's urban population would need to reduce their water use by 10% to 20% starting in 2025, the state board estimated. They include agencies in Tracy, Martinez, Fresno, Modesto and Beverly Hills.

Finally, another 37 water agencies representing 4% of the state's urban population would have to cut water use by 20% or more starting in 2025, the state board estimated. They include agencies in Los Banos, Bakersfield, Merced and Palm Springs.

State water board officials say the initial targets are their best estimate. The targets could still change because cities and water agencies will be allowed to get credit under the law if they use recycled water, have significant population changes, or other factors.

But the new state estimates clearly show that by the end of this decade, most major water providers could have to reduce their use.

By 2030, the state water board estimated, only 97 agencies representing 28% of the state's urban population would have no required additional conservation. Another 88 with 18% of the state's urban population would see cutbacks of 10% to 20%, and 134 representing 19% of the state's urban population would see required cutbacks of 20% or more.

Environmental groups say the rules are common sense. Water that cities save can be used to reduce the severity of mandatory rationing during droughts, said Tracy Quinn, chief executive officer of Heal the Bay, a Los Angeles environmental group.

"When you talk about building new water supplies, they are generally more expensive than water you get from conservation," Quinn said. "Reservoirs and desalination plants are multibillion dollar projects, and somebody has to pay for those."

Opponents of the laws say that the decisions are best left to local water agencies, and tough state-imposed urban water budgets could harm smaller, less wealthy communities.

"This regulation could have a really significant cost impact on water suppliers and their customers," said Chelsea Haines, regulatory relations manager for the Association of California Water Agencies. "We want to make sure the standards are feasible and are going to be attainable. We want to set California up for a successful water-efficiency future."

Some independent analysts say the rules could spark a major controversy as the state water board imposes them

over the next year.

“Why would the state want to get into this business?” said Jay Lund, a professor of civil and environmental engineering at the University of California, Davis. “Most of the urban water agencies are doing a pretty good job. They understand that droughts are getting worse, and seem to be preparing for that in their own ways.”

Public hearings on the draft rules are scheduled to begin in October. A final vote by the state water board is expected next summer.

IJ reporter Will Houston contributed to this report.

MMWD

Transition to smart meters will face delay

BY WILL HOUSTON

WHOUSTON@MARINIJ.COM

Marin Municipal Water District staff are recommending delaying a proposed expansion of “smart” water meters to all customers in order to address more urgent risks to the agency’s main software system.

On Tuesday, staff and consultants told the district Board of Directors that attempting to simultaneously complete two of the district’s largest technological upgrades in decades may result in potential system failures.

“These systems, they’re not sexy, but they’re incredibly important to the operation of the district, and their failure is noticed far and wide and immediately if it does happen,” district consultant Andrew Levine told the board.

For the past 23 years, the water district has used the same software system from the multinational company SAP to manage nearly all of the agency’s functions, including billing, water-use tracking, human resources, maintenance planning and customer relations.

But the software will no longer be supported beginning in 2028. If the system is not replaced before then, staff said the district faces not only losing the ability to address software bugs or add new features but also security hacks and falling behind on employment law mandates, according to district staff and consultants.

“There are no fixes and nobody there to bail you out,” Levine told the board.

Replacing this software is estimated to take at least three years and cost \$10 million.

At the same time, the district is proposing to expand smart water meters to all customers at an estimated cost of \$25 million. Currently, about 55,000 of the district’s 60,000 ratepayer account holders have analog meters outside their homes and businesses, which must be read manually by district staff and only provide water use data every two months.

California water agencies have been working to replace analog meters with smart meters, which use wireless transmissions to report water use data in real time that can be used to track conservation goals and improve leak detection. About 5,000 Marin Municipal Water District account holders have smart meters under a pilot project launched in 2019.

Levine told the board that the difficulties of switching to a new software system by itself are akin to “brain surgery” and that there have been many examples where the transition has gone poorly. He cited Marin County’s experience when it converted to a new \$30 million computer and software system from SAP in the late 2000s, which became so problematic that it was abandoned four years later and resulted in litigation.

The transition to smart meters is also a complex process, and would need to overlap with these software upgrades, Levine said.

“If we do them simultaneously we’re just increasing the risk of failure in two projects that are already very risky,” he said.

By delaying the smart meter project, the district faces temporarily losing out on water savings but will have a smoother transition to the agency’s new software system, Levine said.

District Chief Engineer Crystal Yezman said that the district could likely begin preliminary work on the meter project after the district selects a new software provider, which is scheduled to happen within the next two years.

Board Directors Monty Schmitt, Matt Samson and Jed Smith indicated they supported delaying the water meter project in light of these concerns.

“I think the idea of us being hacked and the impacts that that could have on us, on our customers, these are things that are the threats that I think are greater than we’ve ever experienced,” Schmitt said during the meeting.

Board Director Larry Russell said he did not see the urgency in replacing the software. He said smart meters are also the only tool available to provide customers with real-time water data.

“I don’t understand the risk,” Russell said during the meeting. “If bugs haven’t been found in 23 years I have a little trouble believing you’re going to have a bug. Maybe I’m ignorant.”

Board Director Ranjiv Khush did not comment on the proposal.

The proposal generated mixed reactions from members of the public and local environmental groups.

Marin Conservation League board member Larry Minikes said smart meters should be secondary to the many other water supply projects the district is considering to weather future droughts.

“Taking too much risk on one project could really derail a lot of the other things you’re trying to get done,” he told the board.

Sustainable Marin President Wendy Callins said she is concerned that the system software upgrades could take longer than projected, further delaying the water- and cost-saving benefits of smart meters.

“It’s really a matter of not just efficiency of water but efficiency of where you use your resources,” Callins said.

Woodacre resident Phil Sotter said he supports smart meters, but would recommend the board provide more specifics on how it would use the data from these meters to justify the \$25 million expense.

“As always I’m a firm believer that the numbers will tell us a story and point us in the right direction,” Sotter told the board.



California Playbook PM

Your afternoon must-read briefing on politics and government in the Golden State

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Keep off the grass

By CAMILLE VON KAENEL | 09/06/2023 07:01 PM EDT

Presented by Connected Commerce Council

BROWN IS THE NEW GREEN: Nearly all of California is officially out of the drought, but one emergency rule that targets bright green lawns is on its way to becoming permanent.

A ban on the use of potable water on nonfunctional turf is one floor vote and a governor’s signature away from becoming reality. Wait, before you run to your sprinkler: Your yard and sport fields aren’t included. The state would ban ornamental grass only on commercial, industrial or institutional properties. Think of those decorative strips of grass at malls or office parks or in common areas controlled by homeowner associations.

The state water board already restricts watering in these areas as part of the drought emergency. That rule, however, is set to expire in June. Assemblymember **Laura Friedman** (D-Glendale)’s AB 1572 would phase in permanent requirements starting in 2027.

Homeowner associations and landscape contractors oppose the bill. But its progress through the Legislature on a mostly party-line vote is a sign the debate about lawns has turned a corner as California faces the reality of long-term water shortage. One of the bill's sponsors is the Metropolitan Water District of Southern California, which supplies water to 19 million people. The district has been recommending that cities and water agencies ban nonfunctional turf since last year to conserve water.

“This legislation takes our efforts one step further — to ensure that we are making the best use of our precious resources,” Metropolitan General Manager **Adel Hagekhalil** said in a statement.

Water districts aren't all on board with a related measure. The Association of California Water Agencies and California Municipal Utilities Association oppose Friedman's Assembly Bill 1573, which is intended to restrict the use of nonnative plants in landscaping projects.

The groups say it doesn't like the use of thresholds for specific plants.

Both bills are waiting for a Senate floor vote.

CAPTION THAT TRAIN — You might have spotted the POLITICO train rolling around Sacramento! It's all part of our California expansion. **CONTEST ALERT:** We want your best photos of the POLITICO CA Express in the wild. Share them with your best creative caption using the hashtag #PoliticoCAExpress on “X” (Twitter) or Instagram so we don't miss them. You can also send them to lkorte@politico.com and dgardiner@politico.com.

The winner will get a MAJOR prize — a VIP admission (including a special POLITICO swag bag) to our Sept. 12 launch event featuring a conversation with Gov. **Gavin Newsom** (think open bar featuring specialty Cali Cocktails, tasty nibbles & apps, and a chance to rub elbows with California power brokers and Playbookers). Happy hunting!

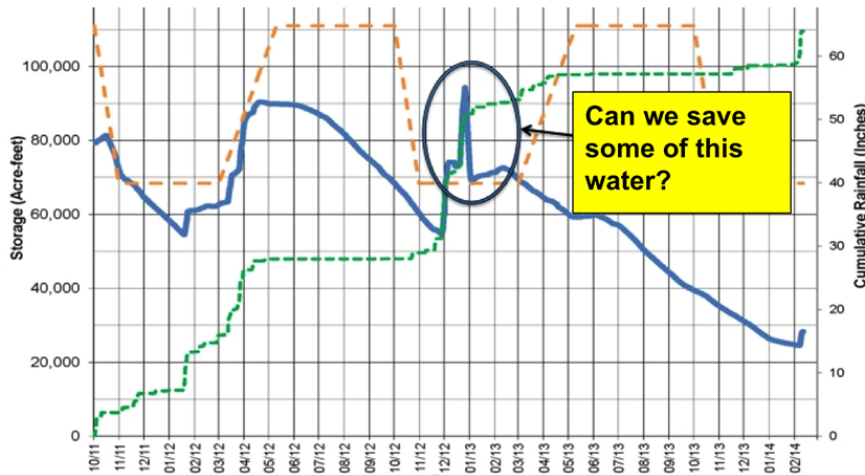
HAPPY WEDNESDAY AFTERNOON! Welcome to California Playbook PM, a POLITICO newsletter that serves as an afternoon temperature check of California politics and a look at what our policy reporters are watching. Got tips or suggestions? Shoot an email to cvonkaenel@politico.com or send a shout on Twitter. DMs are open!

A message from Connected Commerce Council:

Over 2 million CA small businesses sell online — to reach customers nationwide, track performance metrics, and manage logistics. Keep California small businesses connected with online marketplaces. [Learn more.](#)

WHAT YOU NEED TO KNOW TODAY

News



In late December 2012 an Atmospheric River storm greatly increased the amount of water in Lake Mendocino (thick blue line shows reservoir storage; green dashed line shows cumulative rainfall). The “rule curve” (dashed orange line) led to the release of this water. The lack of later rains (to February 2014) led to drought conditions and extremely low lake levels. Graphic courtesy of F. M. Ralph (UC San Diego/ Scripps /CW3E) and J. Jasperse (Sonoma Water) – FIRO Steering Committee Co-Chairs.

New California Law Taps Science to Improve Water Management

September 6, 2023

Legislation signed into law by California Governor Gavin Newsom ensures the state has the science [https://cw3e.ucsd.edu/firo/] and weather forecasting tools it needs for more flexible reservoir operations. The bill, AB 30, makes breakthrough water management technology standard for the California Department of Water Resources.

The legislation was introduced by San Diego Assemblymember Chris Ward and co-sponsored by the Sonoma County Water Agency and the San Diego County Water Authority. The bill was supported by the Water Authority's partner [https://www.waternewsnetwork.com/few-strong-landfalling-atmospheric-rivers-reach-california/], UC San Diego's Scripps Institution of Oceanography [https://scripps.ucsd.edu/].

Forecast-Informed Reservoir Operations strategy will help deal with drought and flood

CALIFORNIA AND THE WEST



Warming is Shifting Napa's Wine Growing Season

August 11, 2023



Snowmelt Runoff Sets Streamflow Records in the Southwest

August 7, 2023



California's Winter Waves May Be Increasing Under Climate Change

August 1, 2023



National Study Aims to Assist Water Utilities

July 18, 2023



June Marked by Record U.S. Heat Waves, Severe Weather

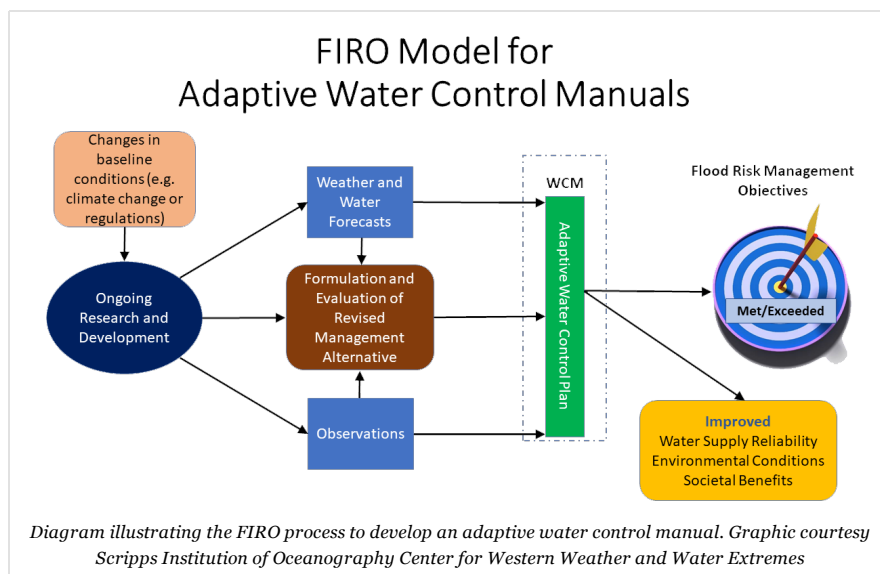
July 14, 2023

WATER AUTHORITY FACEBOOK

state water managers to integrate the strategy.

"We thank Assemblymember Chris Ward for his leadership and vision in supporting next-gen water management and flood reduction efforts that will benefit residents statewide," said Mel Katz, chair of the San Diego County Water Authority Board of Directors. "The legislation provides an innovative approach to help San Diego County and California thrive in the changing climate."

Forecast-informed reservoir operations use weather predictions to advise dam operators about how much water to retain or release from reservoirs, enhancing their ability to handle whatever nature serves up while retaining as much water as possible in storage.



Many reservoirs in the West are strictly regulated based on historical averages of winter storms and spring runoff. Under existing rules, the highly variable rainfall from year to year is not directly considered. Complicating the problem, many current guidelines and practices were developed before satellites, radar and advanced numerical models significantly improved weather forecasts.

To address these challenges, researchers at Scripps Institution of Oceanography and elsewhere developed tools that provide weather forecasters with reliable notice of atmospheric rivers a week in advance. Advancing this research could have taken decades, but sophisticated prediction products have evolved in less than 10 years with funding by the San Diego County Water Authority and other water agencies statewide, along with state and federal support.

The Water Authority has partnered [https://gcc02.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.sdcwa.org%7Cef3f39781925446ead4b08dbaf2d931e%7Cda49%3D%7C3000%7C%7C%7C&sdata=WK8gzFORpddvd0Y7n1xdDnKsczVZGoUMWJarXjbZgUs%3D&reserved=0] with SIO and the Scripps Center for Western Weather and Water Extremes at UC San

Vista Irrigation District Celebrates 100 Years of Service [https://bit.ly/45n2huy] bit.ly

On August 28, the Vista Irrigation District celebrates 100 years of service, helping the region flourish ...

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17 hours ago

"We are fortunate to have Dan's knowledge of the San Diego County Water Authority and his depth of exp ... see more [#]

Dan Denham Appointed San Diego County Water Authority General Manager [https://bit.ly/3PawffQ] bit.ly

The San Diego County Water Authority Board of Directors August 24 voted unanimously to appoint Dan Denham...

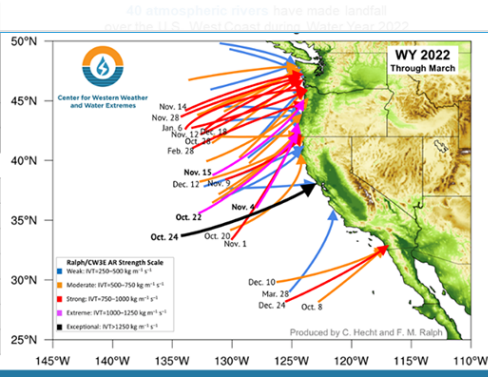
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WATERNEWSNETWORK

SAN DIEGO COUNTY WATER AUTHORITY

AR Strength	AR Count
Weak	11
Moderate	15
Strong	10
Extreme	3
Exceptional	1

Regions Impacted by Each AR	
State/Region	AR Conditions
Washington	36
Oregon	36
Northern CA	26
Central CA	15
Southern CA	11



Thanks to Maven's



More for battling the Water News Network

story on the Maven's

website and the ... see more

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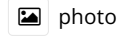


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Dam Removal on the Eel is Closer Than Ever

🕒 August 8, 2023



Water Users Support Restoring Eel River to Free-Flowing State

New proposal by Sonoma and Mendocino County water agencies, Round Valley Indian Tribes calls for dam removal and a new water diversion facility

Dam removal on the Eel River is closer than ever after county water agencies and a tribal government announced a last-minute conceptual plan for how a trans-basin water diversion from the Eel River to the Russian River watershed might be continued after the Pacific Gas & Electric Company removes two century-old dams on the upper Eel River.

The proposal was submitted to PG&E last week by the Mendocino County Inland Water and Power Commission, the Round Valley Indian Tribes, and the Sonoma County Water Agency, in response to the company's announcement earlier this year that it intends to remove Scott and Cape Horn dams as part of its draft plan for decommissioning the Potter Valley Project, which stopped producing electricity in 2021. The dams block native salmon and steelhead from reaching prime habitat in the headwaters of the Eel, and restoring upstream and downstream fish passage past the dam sites is a high priority for federal and state fisheries agencies as well as conservationists.

PG&E has said they will submit a draft decommissioning plan to federal regulators by November of this year. In May, the company left the door open for entities interested in taking ownership of any part of the project's facilities – including the inter-basin diversion infrastructure – and asked that proposals be submitted by the end of July. A final license surrender and decommissioning plan is due in early 2025.

California Trout and Trout Unlimited reacted to the announcement with cautious optimism. "This proposal represents progress on broader discussions between Russian River and Eel River stakeholders—two dams being removed, PG&E paying their fair share as they exit the basin, and Russian River water interests paying for water and water infrastructure associated with a diversion of Eel River water," said CalTrout Executive Director Curtis Knight. "We will continue to engage in a collaborative and inclusive process to work out the details and address deficiencies in this proposal."

"It's good to see these parties put forward a proposal, but it remains to be seen how much it actually changes anything, said Matt Clifford, California Director of Law and Policy for Trout Unlimited. "The high-level goals – ensuring unobstructed fish passage past the former dam sites while allowing for continued water diversion at levels consistent with fish recovery on the Eel – are things we have supported for years. The hard part has always been coming to agreement on the specifics – how much water will be diverted, and when, and using what infrastructure, and who pays for it. This proposal punts resolution of those issues to the future. We look forward to continuing constructive discussions, but there's a lot of work left to do – and in light of the dam removal timeline, not a lot of time left to do it."

Many important details remain unclear in the proposal, including a final design for the diversion structure, timing and rate of diversions, how diversions might impact the Eel River, and who would be responsible for the substantial cost of constructing the new diversion facilities and of operating and maintaining them over time.

"This proposal signals that Russian River water users recognize there cannot be an ongoing water diversion without prioritizing the recovery of the Eel River watershed," said Darren Mierau, North Coast Director for CalTrout. "Today's announcement makes clear that a free-flowing Eel River is all but guaranteed in the years to come. That's good news for salmon given the dire straits facing this keystone species, but we must act with urgency to restore California's largest free flowing river to give these species a chance."

Background: About the Potter Valley Project

Located on the Eel River 20 miles northeast of Ukiah, Scott and Cape Horn Dam are more than 100 years old. Equipment failures in 2021 caused project owner PG&E to permanently suspend hydropower operations. The dams are seismically unsound and completely block fish passage to high quality cold-water habitat in the Eel River headwaters.

The Potter Valley Project includes two Eel River dams, a diversion tunnel that moves water out of the Eel River watershed and into the East Branch of the Russian River, and a powerhouse. The Project's owner, PG&E, has allowed its license for the operation to expire and is currently working with federal regulators to develop a decommissioning plan for the facilities. PG&E has informed stakeholders that they intend to remove all in-water facilities as part of decommissioning.

Removing the Potter Valley Project's dams would make the Eel River California's longest free flowing river and would reconnect salmon and steelhead with almost 300 miles of habitat in the upper mainstem Eel River. Scientists recognize the Eel River as having the potential to support the rebound of these fisheries throughout the North Coast region.

Conservation and commercial fishing groups have long advocated for a free-flowing Eel River. In 2023, American Rivers named the Eel one of America's Most Endangered Rivers, citing the Potter Valley Project dams as major factors driving Chinook salmon, steelhead, and Pacific lamprey toward extinction.



Scott Dam.



Cape Horn Dam.

Cover Photo: Scott Dam. Credit: EcoFlight

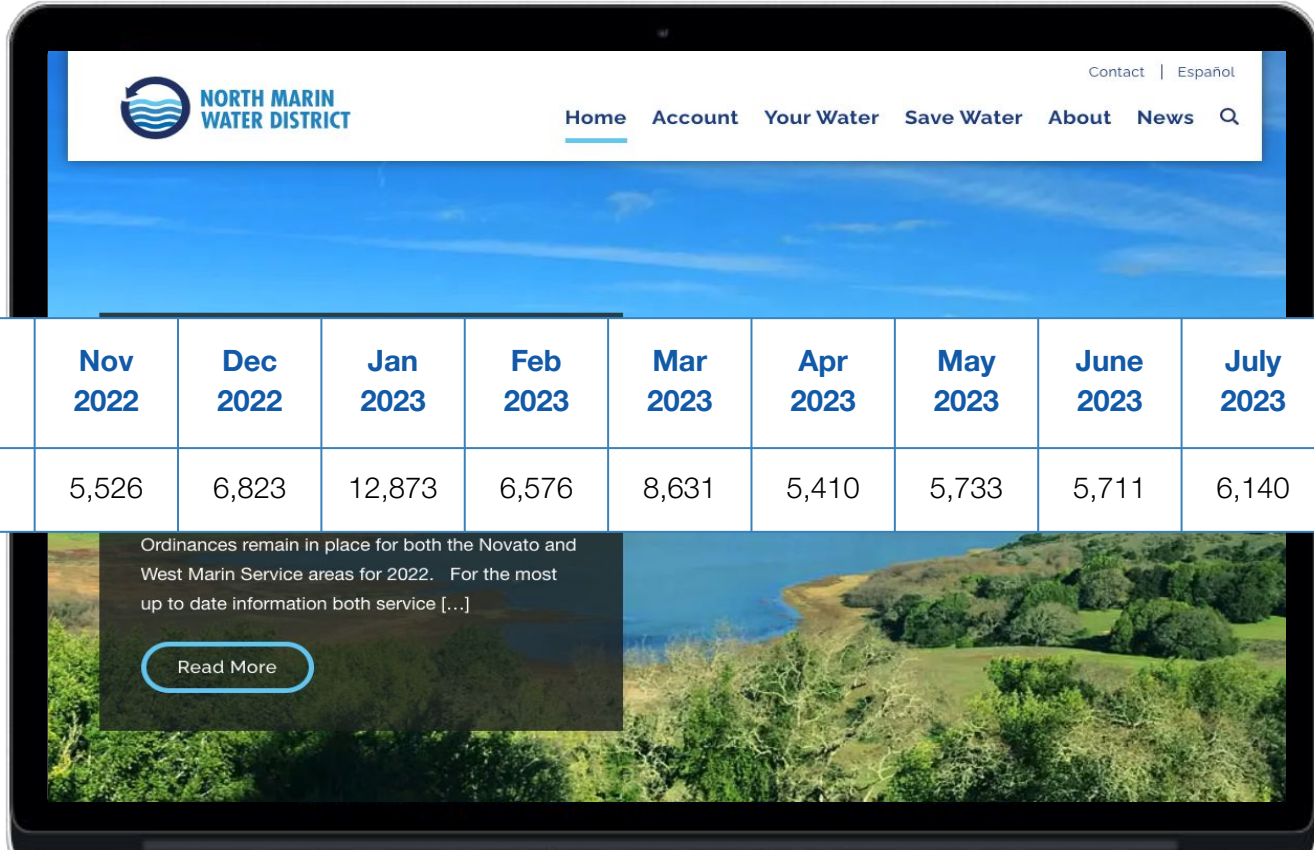


**NORTH MARIN
WATER DISTRICT**

Web & Social Media Report

August 2023

Website Statistics






	Oct 2022	Nov 2022	Dec 2022	Jan 2023	Feb 2023	Mar 2023	Apr 2023	May 2023	June 2023	July 2023	Aug 2023
2022/ 23 Visitors	6,037	5,526	6,823	12,873	6,576	8,631	5,410	5,733	5,711	6,140	5,956

Ordinances remain in place for both the Novato and West Marin Service areas for 2022. For the most up to date information both service [...]

[Read More](#)



Social Media Followers

	Oct-2022	Nov-2022	Dec-2022	Jan-2023	Feb-2023	Mar-2023	Apr-2023	May-2023	Jun-2023	Jul-2023	Aug-2023
 Facebook Followers	2,005	2,042	2,095	2,172	2,202	2,243	2,300	2,322	2,363	2,390	2,416
 Twitter Followers	74	71	76	110	112	113	120	121	122	122	122
 Instagram Followers	709	722	735	748	759	774	794	808	822	835	841



NMWD Most Visited Pages

Pages	Views
Home	5,778
Online Billing	2,712
My Water Usage (WaterSmart Portal)	1,366
What Is An Acre Foot?	270
Contact	215
Novato Water	186
Human Resources	170
Employment Opportunities	166
Update Account Info	158





August Social Media Highlights | Facebook



494 people reached | 50 engagements



57 people reached | 2 engagements

Engagements include likes, reactions, clicks and comments

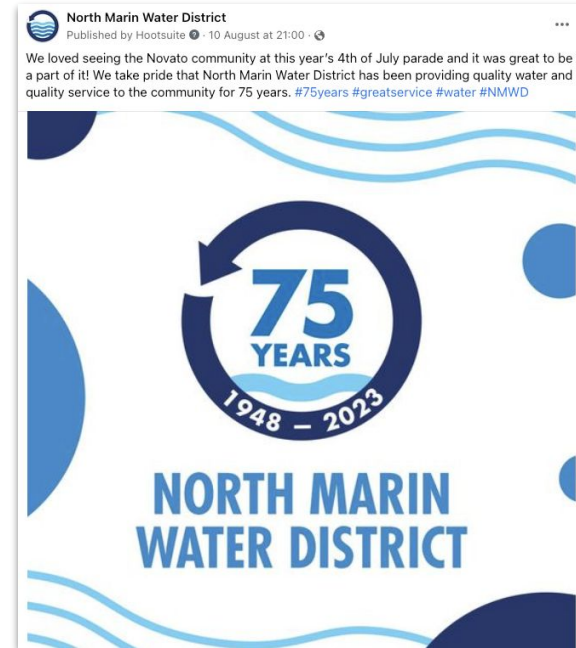




August Social Media Highlights | Facebook



138 people reached | 3 engagements



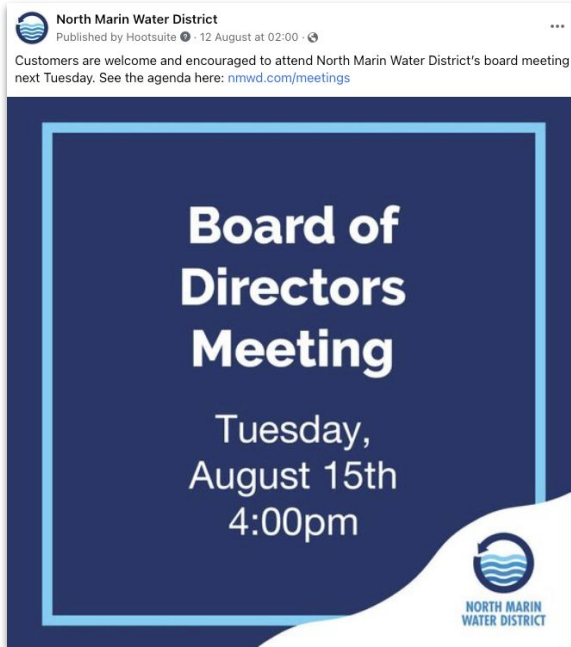
217 people reached | 17 engagements

Engagements include likes, reactions, clicks and comments





August Social Media Highlights | Facebook



526 people reached | 19 engagements



75 people reached | 2 engagements

Engagements include likes, reactions, clicks and comments





August Social Media Highlights | Facebook

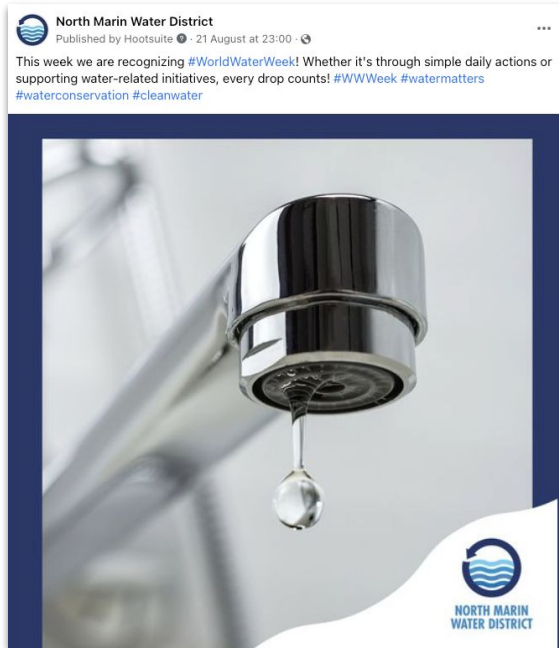


Engagements include likes, reactions, clicks and comments

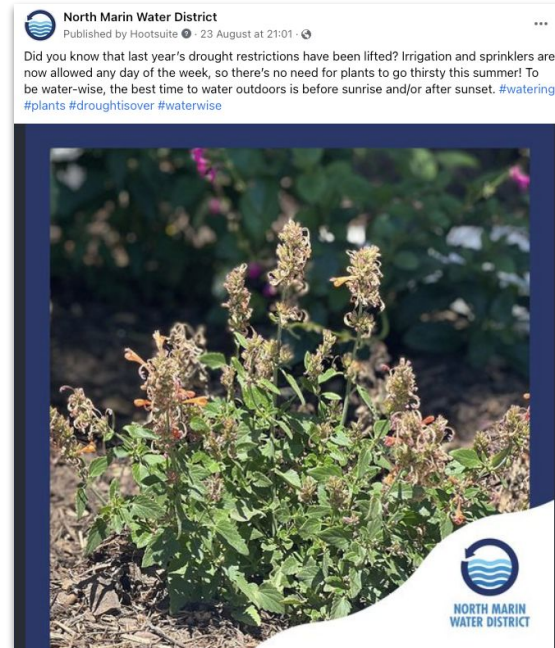




August Social Media Highlights | Facebook



80 people reached | 1 engagement



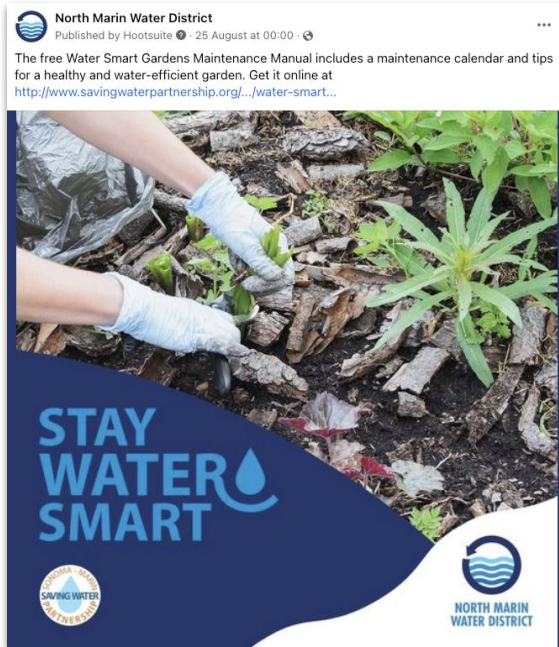
91 people reached | 5 engagements

Engagements include likes, reactions, clicks and comments

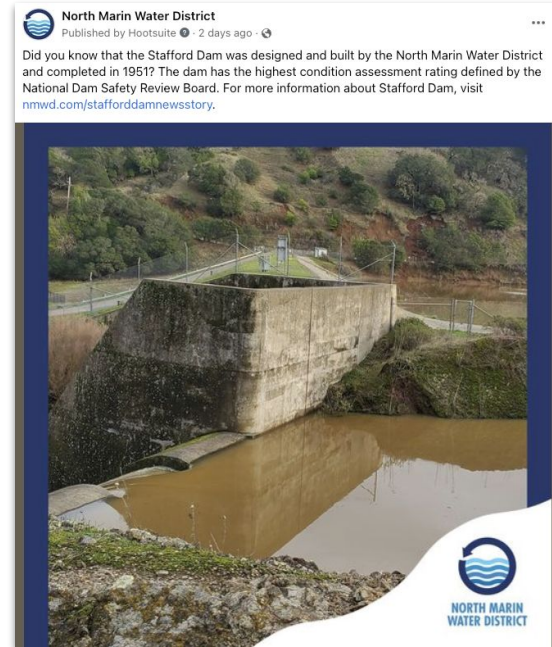




August Social Media Highlights | Facebook



178 people reached | 11 engagements



235 people reached | 18 engagements

Engagements include likes, reactions, clicks and comments





August Social Media Highlights | Facebook



191 people reached | 8 engagements

Engagements include likes, reactions, clicks and comments






August Social Media Highlights | Twitter

 **North Marin Water District** @NorthMarinWater · Aug 1 ...

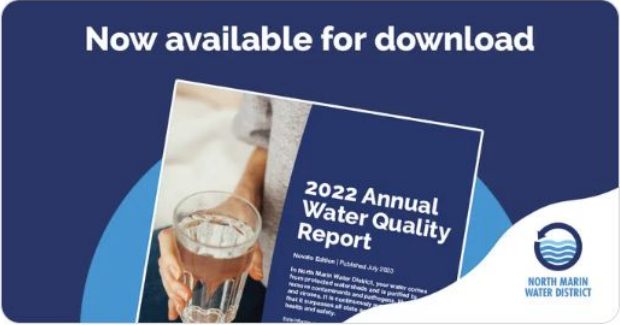
Congratulations to Corey Reed, our Engineering Technician, for serving 18 years at the District! We are lucky to have Corey's skills and experience on our team. #18years #anniversary #congrats #waterprofessionals



 NORTH MARIN WATER DISTRICT

 **North Marin Water District** @NorthMarinWater · Aug 4 ...


Our 2022 Water Quality Report is available! We take great pride in NMWD's exceptional water, surpassing all federal and state safety, and aesthetic standards for drinking water. Read the full report at nmwd.com/wq. #waterquality #drinkingwater #water #watertreatment



Now available for download

2022 Annual Water Quality Report

Nineteenth Edition | Published July 2022

 NORTH MARIN WATER DISTRICT






August Social Media Highlights | Twitter

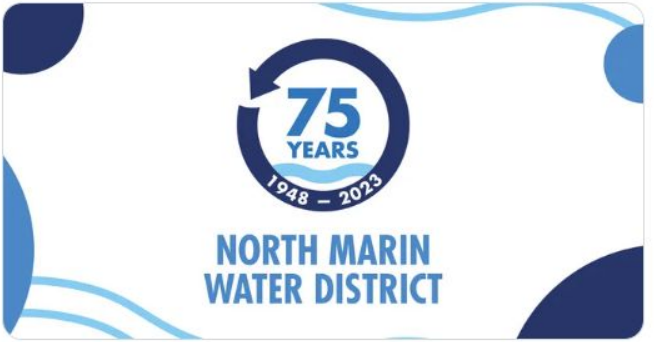
 **North Marin Water District** @NorthMarinWater · Aug 8 ...

Timing is everything! The Irrigation Scheduling Tool uses real-time weather data, so you know exactly how much water your plants need. Stay water smart and keep your plants healthy. Try it out at: savingwaterpartnership.org/watering-times/ #watering #irrigation



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

We loved seeing the Novato community at this year's 4th of July parade and it great to be a part of it! We take pride that North Marin Water District has been providing quality water and quality service to the community for 75 years. #75years #greatservice #water #NMWD





August Social Media Highlights | Twitter


 **North Marin Water District** @NorthMarinWater · Aug 12

Customers are welcome and encouraged to attend North Marin Water District's board meeting next Tuesday. See the agenda here: nmwd.com/meetings

Board of Directors Meeting

Tuesday, August 15th
4:00pm




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

August is National Water Quality Month. Have you read our most recent Water Quality Report? Learn more by visiting: nmwd.com/wq (Spoiler alert: NMWD water surpasses all fed and state quality standards) #waterquality

2022 Annual Water Quality Report

Now available for download.




Delivering high quality water to Novato

Water served by North Marin Water District to its customers comes from protected watersheds and is purified using modern treatment technologies to remove contaminants and pathogens, lead, bacteria and viruses. Water is continuously monitored to ensure that it surpasses all state and federal standards for health and safety.

The literature is a snapshot of water quality monitoring performance. It does not cover all water quality issues, but it does highlight water quality performance.

Know your water is treated!

North Marin Water District's treated water is delivered to your tap through a network of pipes and valves. The water is regularly tested to ensure it meets all state and federal standards for health and safety.







August Social Media Highlights | Twitter



North Marin Water District @NorthMarinWater · Aug 17

Congratulations to Susan Dove on 6 years as our Engineering Tech! We're proud to have you on the North Marin Water District team, Susan! [#6years](#) [#waterindustry](#) [#womeninwater](#)



North Marin Water District @NorthMarinWater · Aug 18

Darrell Bynum, our Field Service Representative, has been with North Marin Water District for 19 years today! Thank you for your continued commitment to the team, Darrell! [#waterindustry](#) [#19years](#) [#waterprofessionals](#) [#anniversary](#)





August Social Media Highlights | Twitter



North Marin Water District @NorthMarinWater · Aug 21

This week we are recognizing [#WorldWaterWeek](#)! Whether it's through simple daily actions or supporting water-related initiatives, every drop counts! [#WWWeek](#) [#watermatters](#) [#waterconservation](#) [#cleanwater](#)



North Marin Water District @NorthMarinWater · Aug 23

Did you know that last year's drought restrictions have been lifted? Irrigation and sprinklers are now allowed any day of the week, so there's no need for plants to go thirsty this summer! To be water-wise, the best time to water outdoors is before sunrise and/or after sunset.





August Social Media Highlights | Twitter



North Marin Water District @NorthMarinWater · Aug 25

...

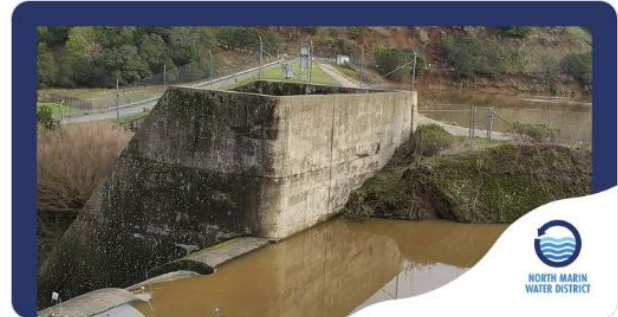
The free Water Smart Gardens Maintenance Manual includes a maintenance calendar and tips for a healthy and water-efficient garden. Get it online at [savingwaterpartnership.org/programs_list/...](https://savingwaterpartnership.org/programs_list/)



North Marin Water District @NorthMarinWater · Aug 29

...

Did you know that the Stafford Dam was designed and built by the North Marin Water District and completed in 1951? It has the highest condition assessment rating defined by the National Dam Safety Review Board. For more info about Stafford Dam visit nmwd.com/stafforddamnew...





August Social Media Highlights | Twitter

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

Elderberries are fast-growing, large shrubs that can be tree-trained. They thrive in various soils, with sun/part shade and low-average water. White flowers bloom in early summer, and bluish berries in late summer attracting diverse creatures. Perfect for garden sanctuaries!




NORTH MARIN
WATER DISTRICT





August Social Media Highlights | Instagram



32 likes



3 likes

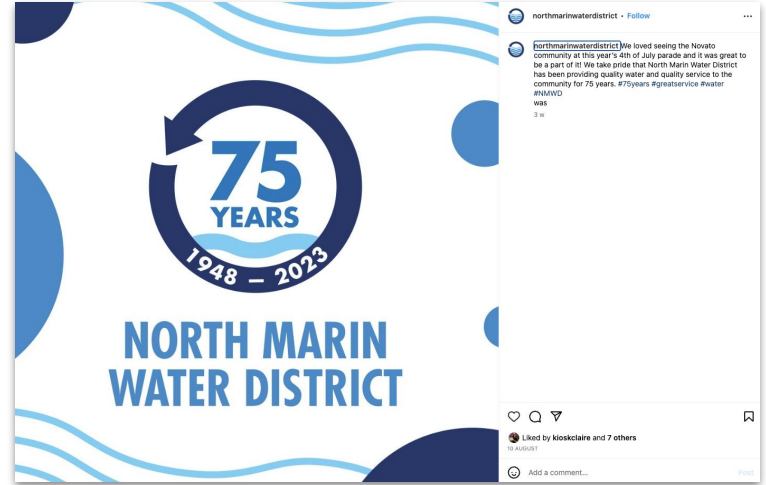




August Social Media Highlights | Instagram



6 likes



8 likes

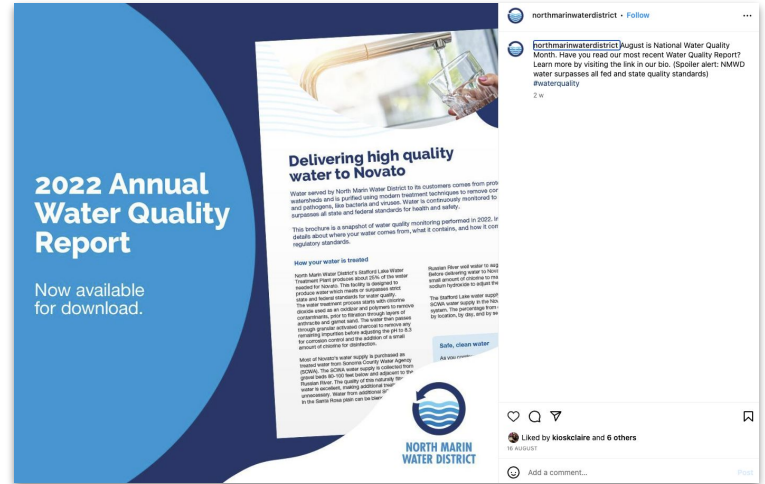




August Social Media Highlights | Instagram



2 likes

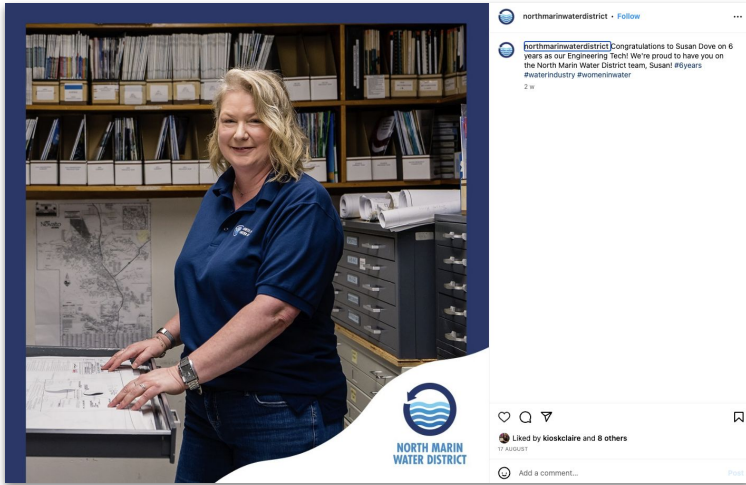


7 likes





August Social Media Highlights | Instagram



8 likes



9 likes





August Social Media Highlights | Instagram



1 like



5 likes

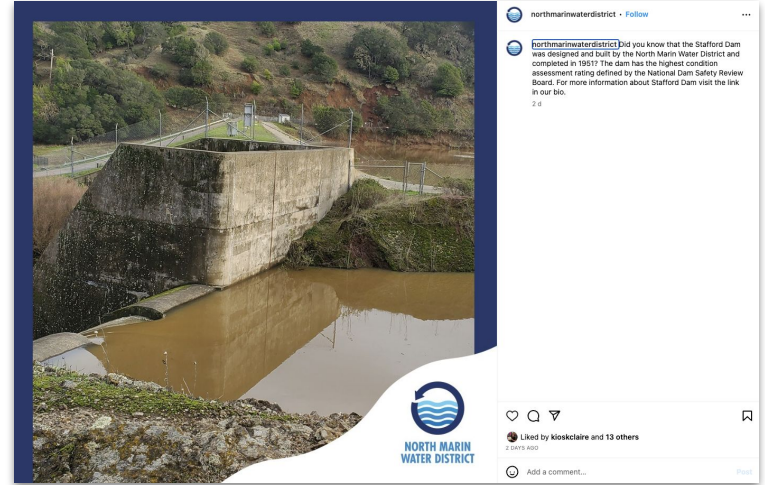




August Social Media Highlights | Instagram



5 likes



13 likes





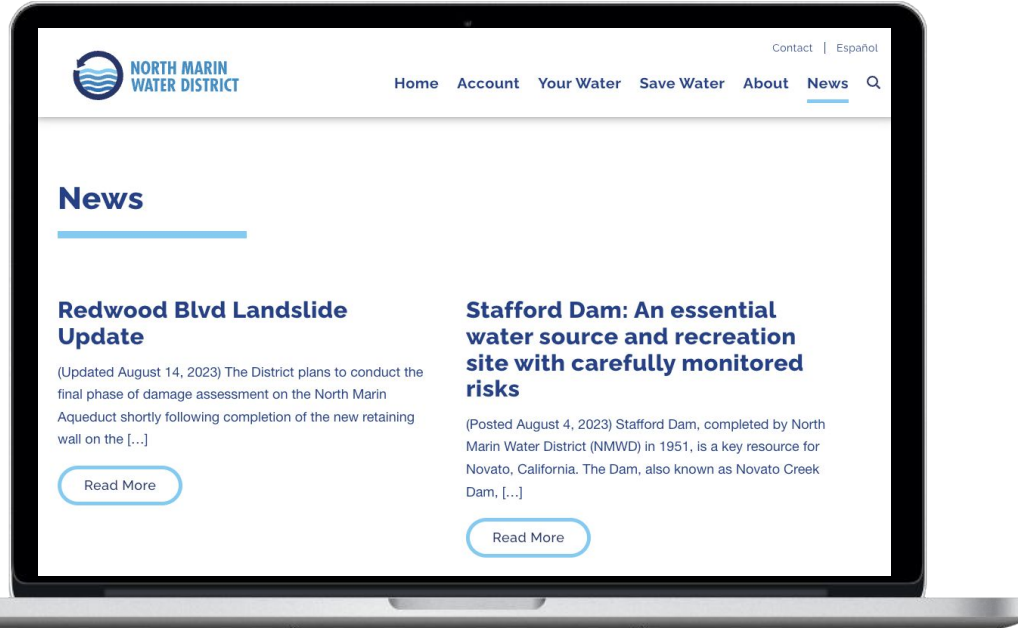
August Social Media Highlights | Instagram



2 likes

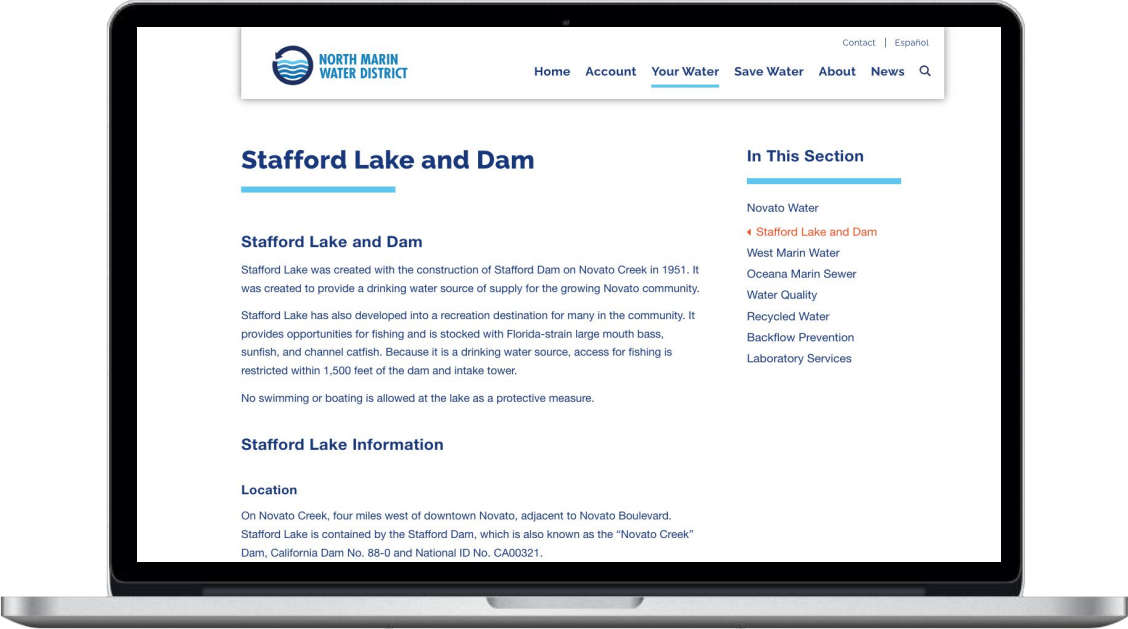


August Web News Stories



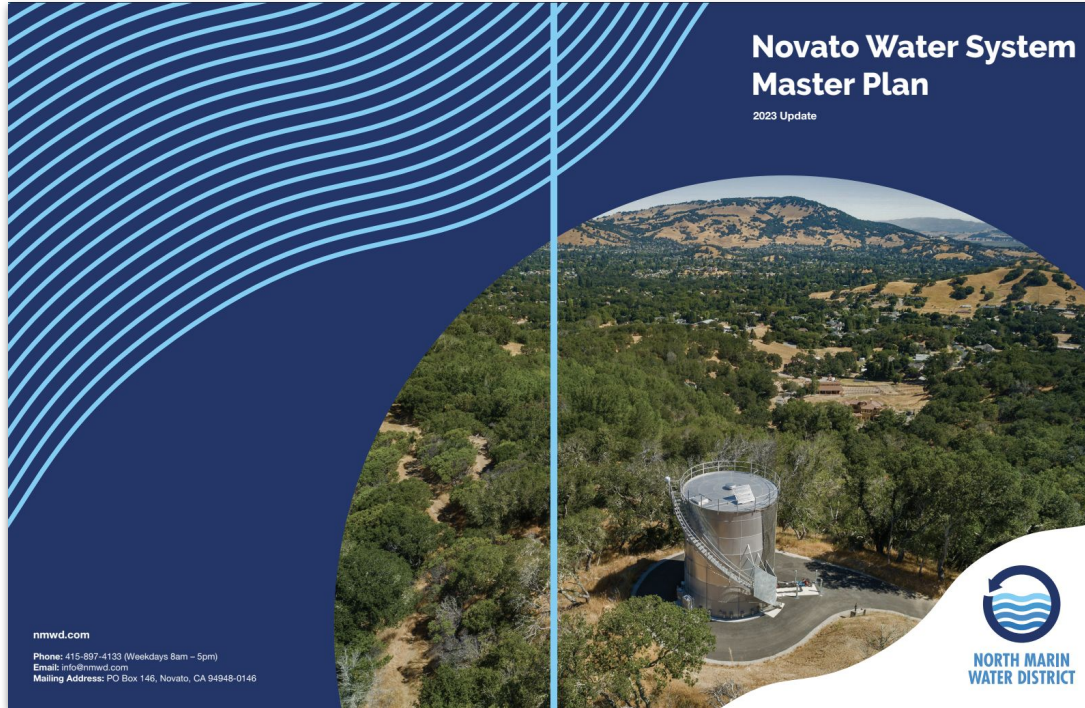
- [Stafford Dam: An essential water source and recreation site with carefully monitored risks](#)
- [Redwood Blvd Landslide Update](#)

Stafford Lake and Dam Web Page



- Kiosk created a new page for Stafford Lake and Dam and made edits to the Novato Water page

Novato Water System Master Plan

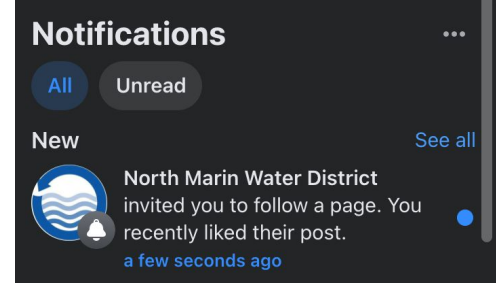


- Kiosk designed a new cover for the Novato Water System Master Plan

Facebook Likes Campaign - August Report



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




Spend in August 2023	Reach (Number of people who saw the ad)	Impressions	Results (New Page Likes)	Cost Per New Page Like
\$46.55	2,844	5,142	26	\$1.79

*This month, we were able to reach over **2,844** people with the Likes Campaign*



What's Next?

- Kiosk is working on the Fall Novato Waterline
 - Kiosk to work on the customer survey questionnaire
 - Kiosk to work on the digitizing/ redesign for water conservation forms
 - Kiosk to work through water quality report updates for Novato and West Marin in Spanish
 - Continuation of social posts to highlight employees on their work anniversaries
 - NMWD social posts will continue to highlight a 'plant of the month' in partnership with Home Ground Habitats
 - Kiosk to continue working with staff to get photos of construction and maintenance projects throughout Novato and West Marin
- 



Thank You