



NORTH MARIN WATER DISTRICT
AGENDA - REGULAR MEETING
 November 21, 2023 – 4:00 p.m.
 Location: 100 Wood Hollow Dr., Suite 300
 Novato, California

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Item	Subject
	CALL TO ORDER
1.	PRESENTATION BY MMWD ON THE WATER SUPPLY ROADMAP
2.	APPROVE MINUTES FROM REGULAR MEETING , November 7, 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 ACTION CALENDAR
6.	Approve: Award Construction Contract – Crest Pump Station Project
7.	Approve: Reimbursement Agreement with the City of Novato – Novato Blvd Widening
	INFORMATION ITEMS
8.	WAC/TAC Meeting Minutes – August 7, 2023
9.	TAC Meeting Minutes – October 2, 2023
10.	NBWA Meeting – November 3, 2023
11.	MISCELLANEOUS Disbursements – Dated November 9, 2023 Disbursements – Dated November 16, 2023 Monthly Progress Report Auditor-Controller's Monthly Report of Investments for September 2023 Response to NMWD Public Comment Letter re Chevron Facility at 5810 Nave Drive NOAA Three Month Outlook Precipitation Probability NOAA Seasonal Outlook Drought Probability
	<u>New Articles:</u> Marin IJ – Administrator hires key as county, Novato face changes – DICK SPOTSWOOD
	<u>Social Media Posts:</u> NMWD Web and Social Media Report – October 2023

Item	Subject
12.	CLOSED SESSION: Conference with Labor Negotiators (§ 54957.6) Agency designated representatives: Tony Williams, Julie Blue and Christopher Boucher Employee organization: North Marin Water District Employee Association
13.	CLOSED SESSION: Conference with Labor Negotiators (§ 54957.6) Agency designated representatives: Tony Williams, Julie Blue and Christopher Boucher Unrepresented employee: Unrepresented Employees
14.	CLOSED SESSION: Conference with Legal Counsel – Existing Litigation (Gov. Code § 54956.9) AFFF Multi-District Litigation No. 2873 for PFAS contamination in Public Water Systems' Drinking Water on behalf of: (1) the 3M Company ("3M"); and (2) E.I. Du Pont de Nemours and Company (n/k/a EIDP, Inc.), DuPont de Nemours Inc., The Chemours Company, The Chemours Company FC, LLC, and Corteva, Inc. (collectively, "DuPont")
15.	RECONVENE: Reconvene as the Board of Directors
16.	ADJOURNMENT

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MMWD PRESENTATION

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1 roundness was observed but not further changes were observed and there is also a potential that
2 the pipe may have rebounded slightly back to a more circular shape. Mr. Williams said he feels
3 confident to continue operating the pipeline and we will be able to shut down the Stafford Treatment
4 Plant now. He said that Tim Fuelle will come to a future Board meeting, most likely in January or
5 February, with more information on the entire evaluation process. Mr. Williams also said that we will
6 not currently cancel the local emergency declaration that is currently in effect. Director Eichstaedt
7 asked if we had asked legal counsel about sending a letter out regarding this and Mr. Williams said
8 that he is in discussions with legal about that.

9 Mr. Williams told the Board that he had attended Supervisor Rodoni's quarterly West Marin
10 Water Manager's meeting on October 26. He also went to, along with Director Fraites, a Marin
11 Sonoma Coordination meeting that was attended by Grant Davis and Don Seymour of Sonoma
12 Water, Supervisor David Rabbitt, Director Jed Smith and Ben Horenstein of Marin Water. Mr.
13 Williams also attended a meeting on November 3 with Damon Connolly and scheduled a tour of
14 Stafford Treatment Plant and Dam for him on November 30.

15 Mr. Williams noted to the Board that he had put the Sonoma Marin Saving Water Partnership
16 Annual Report at each their places to review.

17 Mr. Williams also noted that today, November 7, the Marin County Flood District had their
18 district meeting to approve the amendment to the Stafford Dam agreement for hydrologic and
19 hydraulic modeling that this Board approved back in October.

20 Director Joly asked how many West Marin Water Agencies there are and Mr. Williams said 7
21 or 8 and some smaller ones as well. Director Joly also asked about the Sonoma Marin meeting and
22 if there was discussion about water resiliency and Mr. Williams said yes and that Ben Horenstein of
23 Marin Water will be attending a NMWD Board meeting soon to talk about their water supply efforts.
24 He also asked if Grant Davis or David Rabbitt talked about it and Mr. Williams said no but that Don
25 Seymour did talk about Lake Sonoma historical levels for this time of the year.

26 **OPEN TIME**

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

29 **STAFF/DIRECTORS REPORTS**

30 President Fraites asked if staff or Directors wished to bring up an item not on the agenda.
31 Eric Miller mentioned to the Board that he has some visuals related to Item #6 on the agenda to
32 view after the meeting.

33 **CONSENT CALENDAR**

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

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

5 **GIS CONVERSION TO ESRI AND MAPPING SUPPORT – CONTRACT AMENDMENT**

6 The District has a consulting services agreement with GHD to assist with transferring the
7 District’s geographic information system (GIS) database into the ArcGIS program developed by
8 ERSI which is the GIS platform used by many public works agencies and utility providers. Staff is
9 now requesting the Board authorize an amendment to GHD’s contract for additional services related
10 to the conversion of the District’s GIS data to the ESRI platform and developing an updated system
11 distribution map.

12 **VILLAGE MARIN MASTER ASSOCIATION AGREEMENT EXTENSION**

13 The Village of Marin Master Association (VMMA) currently has a ten-year license agreement
14 with the District allowing use of Pacheco Tank roof for four tennis / pickle ball courts. The courts
15 were installed at this site in 1975 during the construction of the Village Marin area. The current
16 agreement runs through December 31, 2023 with a provisional option to extend the term for an
17 additional ten years. The Village of Marin Master Association (VMMA) is in good standing with the
18 District, and has requested to exercise this option (with minor modifications). The agreement
19 modifications requested by the VMMA pertain to how they reference the courts to include Pickle
20 Ball. The modified agreement has been reviewed and approved by staff and the District’s legal
21 counsel.

22 **ACTION CALENDAR**

23 **QUITCLAIM DEEDS FOR NORTH MARIN AQUEDUCT, AQUEDUCT ENERGY EFFICIENCY**
24 **PROJECT AND CALTRANS MSN PROJECT**

25 Tony Williams gave a brief history of the easements and Utility Agreements for the Aqueduct
26 Energy Efficiency Project and the associated Marin Sonoma Narrows project. He explained that
27 several of the original easements are now no longer needed, some because they are located in the
28 roadway, and of no use to the District and therefore need to be quitclaimed. Mr. Williams said that
29 we are asking for the resolution to be approved so he can eventually sign the quitclaim deeds as
30 they come up rather than as a whole package because Caltrans has indicated that they will come in
31 a few at a time as they are ready. He also said that legal counsel and our consultant surveyor will
32 do a final review of the deeds before he signs them.

33 Director Joly asked why this issue was coming up since the project closed several years ago.
34 Mr. Williams said these deeds are for the old alignment and this is basically a paperwork cleanup
35 process related to the aqueduct relocation and highway realignment. Director Eichstaedt asked if

1 there will be more quitclaims coming up and Mr. Williams said that there will be a few more, for
2 private property owners along the aqueduct corridor and those will be presented to the Board
3 separately.

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

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

7 NOES: None

8 ABSENT: None

9 ABSTAIN: None

10 **INFORMATION ITEMS**

11 **OCEANA MARIN TREATMENT AND STORAGE PONDS REHABILITATION PROJECT –**
12 **REPORT OF AWARD**

13 Eric Miller gave a brief history on the advertisement and bidding process for the project. He
14 told the Board that the District has awarded the project to Argonaut Constructors, a contractor that
15 has worked for the District on other projects and is highly recommended. We have until January
16 2025 to fully complete the project as the FEMA grant has been extended. Argonaut's bid came in
17 about 17% below the engineer's estimate. Mr. Miller said he will come back at a later meeting with
18 an update about midway through the project. Director Eichstaedt asked how we keep the West
19 Marin public informed and Mr. Williams noted that the project has been discussed numerous times
20 leading up to this point with the agencies involved in the West Marin Water Managers meeting. Mr.
21 Miller said also that we plan to coordinate with Supervisor Rodoni's office as they keep the public
22 informed as well. He also said that the contractor will let customers in the area of the project know
23 once construction begins.

24 **STRATEGIC PLAN PROGRESS REPORT – FINAL YEAR REVIEW (FY 2022-23)**

25 Tony Williams noted to the Board that since last strategic plan was put together that Robert
26 Clark is the only original staff member remaining of those involved. He also noted that all of the
27 Board members with the exception of Director Eichstaedt were involved. Mr. Williams said that
28 because next year is an election year for the Board that he would like to wait until after the Board
29 members are in place before starting on the next 5-year Strategic Plan. He would like to get a
30 scope of work for interim planning in the next year with the assistance of Kiosk to facilitate and then
31 move forward with the next 5-year plan later. Director Eichstaedt asked the other directors how the
32 process worked from the beginning. Director Joly said it was during the drought, and before Covid.
33 Mr. Williams noted that Rauch Communications was involved as well. Robert Clark gave a brief
34 history of the strategic plan saying that our Master Plans are for operational needs but the Strategic
35 Plan is for how the District runs, such as succession planning for various positions. Mr. Williams

1 mentioned the branding of the District that has been implemented as part of the prior plan. Director
2 Joly asked Mr. Williams his opinion about the prior plan. Mr. Williams said he feels it is very
3 ambitious and that the majority of the action items were accomplished, and that he would like to get
4 more staff involved at all levels for the interim plan and next full plan. Director Joly noted that staff
5 involvement will be important. Director Petterle said that he feels the new staff has done a good job.
6 Director Fraites asked about the customer survey that is on our website. Mr. Williams said we have
7 had a decent response of at least 30-40 so far. He said that Ryan Grisso and Kiosk think we will get
8 a good response overall.

9 **FY 23/24 1ST QUARTER FINANCIAL STATEMENT**

10 Julie Blue gave some highlights of the FY 23/24 1st Quarter Financial Statement. She said
11 that operating revenue was 33% of budget and operating expenses were 39% of the budget. \$2.7
12 million or 17% of the Capital Improvement Plan has been completed so far. She said we are seeing
13 a rebound of water sales in Novato, consumption is 6% higher than last year at this time. Stafford
14 produced 278 MG and 85 MG of recycled water was consumed. In West Marin, year-to-date
15 operating revenue is 9% lower than last year and the net income for that service area was \$51,000.
16 She noted that Oceana Marin has one additional service which brings the total to 236 active
17 accounts. The net income from Oceana Marin is \$23,000. Director Eichstaedt asked if the water
18 the District gets from Sonoma Water is less expensive than the water from Stafford Lake and Mr.
19 Williams said that Stafford water is higher per gallon. He emphasized the importance of the local
20 supply because of situations like the Redwood Landslide at which point we had to rely on the water
21 from Stafford while the aqueduct was shut down. Director Joly complimented Julie and her staff on
22 the thorough and transparent financial statements. He concluded by asking what the current debt
23 service coverage ratio was and Julie responded 1.98, as shown in the last audited financial
24 statement.

25 **MISCELLANEOUS**

26 The Board received the following miscellaneous items: Disbursements dated October 19 and
27 November 2, 2023, NOAA Three Month Outlook Precipitation Probability, and NOAA Seasonal
28 Outlook Drought Probability.

29 The Board also received the following news articles: Marin IJ – Court denies appeal over
30 bridge replacement plan – WEST MARIN, Marin IJ – Utility rethinks Novato rates as costs rise –
31 NORTH MARIN WATER DISTRICT, Marin IJ – Water diversion has Marin support – LOCAL
32 SUPPLIERS, and Marin IJ – MMWD action comes with an investment cost - EDITORIAL.

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1 **ADJOURNMENT**

2 President Fraites adjourned the meeting at 4:52 p.m.

3 Submitted by

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Eileen Mulliner
District Secretary

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MEMORANDUM

To: Board of Directors

Date: November 21, 2023

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

Subj: Award Construction Contract for Crest Pump Station Project

R:\Folders by Job No\6000 jobs\6141 Crest PS\Board Memos\Bid Memos 2023\2023.11.21 Award Construction Contract\6141 Crest PS Award Construction Contract.doc

RECOMMENDED ACTION: Approve award of the contract to Maggiora & Ghilotti, Inc., and authorize the General Manager to execute an agreement with Maggiora & Ghilotti, Inc. for the Crest Pump Station Project.

FINANCIAL IMPACT: \$1,297,420 plus contingency reserve of \$150,000 (~12%) (\$1,500,000 included in FY 23/24 budget)

Background

The project site is located on Bahia Drive as shown on the attached map (Attachment 1). A project background, project status and environmental clearance summary was provided to the Board at the September 19, 2023 meeting and the Board authorized bid advertisement at that time (Attachment 2).

Bid Results

The project was publicly advertised for bidding beginning on September 21, 2023 and the bid opening took place virtually on October 26, 2023 at 3:00pm. The District advertised the project in the Marin Independent Journal and the contract documents were made available electronically for review and/or download via the District's virtual plan room, nmwdbids.com (a web-based bid management service). The bid period was approximately five (5) weeks and included two addendums.

Eleven (11) prime contractors attended the mandatory pre-bid meeting and site visit on October 6, 2023. Five bids were received and the base bid amounts for each bidder are listed below:

	CONTRACTOR	TOTAL BASE BID
	<i>Engineer's Estimate</i>	\$1,050,000
1	Maggiora & Ghilotti, Inc., San Rafael, CA	\$1,297,420
2	GSW Construction, San Francisco, CA	\$1,443,300
3	CWS Construction, Novato, CA	\$1,585,000
4	Terracon Construction, Healdsburg, CA	\$1,606,930
5	Pacific Infrastructure, Pleasanton, CA	\$1,996,000

Bid Evaluation

Maggiora & Ghilotti, Inc. of San Rafael, CA submitted the lowest responsive bid of \$1,297,420 which is \$247,420 (24%) above the Engineer’s Estimate of \$1,050,000. The bid span between the Number 1 and Number 2 low bidders (Maggiora & Ghilotti, Inc. and GSW Construction) was \$145,880 (for a variance of 11%). The next three bidders were \$287,580 (22%), \$309,510 (24%), and \$698,580 (54%) above the low bidder, respectively.

The variance in Base Bid amounts compared to both the Engineer’s Estimate and the lowest responsive bid are listed in the table below. The relatively large variance across the five bidders is likely due to ongoing economic uncertainties, supply chain factors, and individual company’s tolerance for different levels of risk and profit margins.

	CONTRACTOR	TOTAL BASE BID	% Above Low Bidder	% Above Eng. Est.
	<i>Engineer’s Estimate</i>	\$1,050,000	-19%	0%
1	Maggiora & Ghilotti, San Rafael, CA	\$1,297,420	0%	24%
2	GSW Construction, San Francisco, CA	\$1,443,300	11%	37%
3	CWS Construction, Novato, CA	\$1,585,000	22%	51%
4	Terracon Construction, Healdsburg, CA	\$1,606,930	24%	53%
5	Pacific Infrastructure, Pleasanton, CA	\$1,996,000	54%	90%

A bid evaluation was performed by District staff, concluding that Maggiora & Ghilotti Inc.’s supplied all required bid documents in good order. Other references were also checked and their work was considered satisfactory by those clients. Maggiora & Ghilotti, Inc. constructed the Old Ranch Road Tank No. 2 Project in 2022 and performed successfully for the District.

Financial Impact

The FY23/24 Capital Improvement (CIP) budget includes a line item for the project in the amount of \$1,500,000 (item 2b2). Total estimated costs for the project’s construction phase include the base bid contract amount of \$1,297,420, a contingency reserve amount of \$150,000, and soft costs 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. The total estimated costs of \$1,697,420 exceed the budgeted amount for the current fiscal year, FY23/24.

The project completion date of September 2024 spans into FY24/25, and staff will program funds as needed in the proposed FY 24/25 CIP budget to cover expenses that carryover into next fiscal year. For this reason, the FY23/24 CIP budget has adequate budget to award the project to the lowest responsive and responsible bidder, despite their low bid amount being 24% over the Engineer’s Estimate.

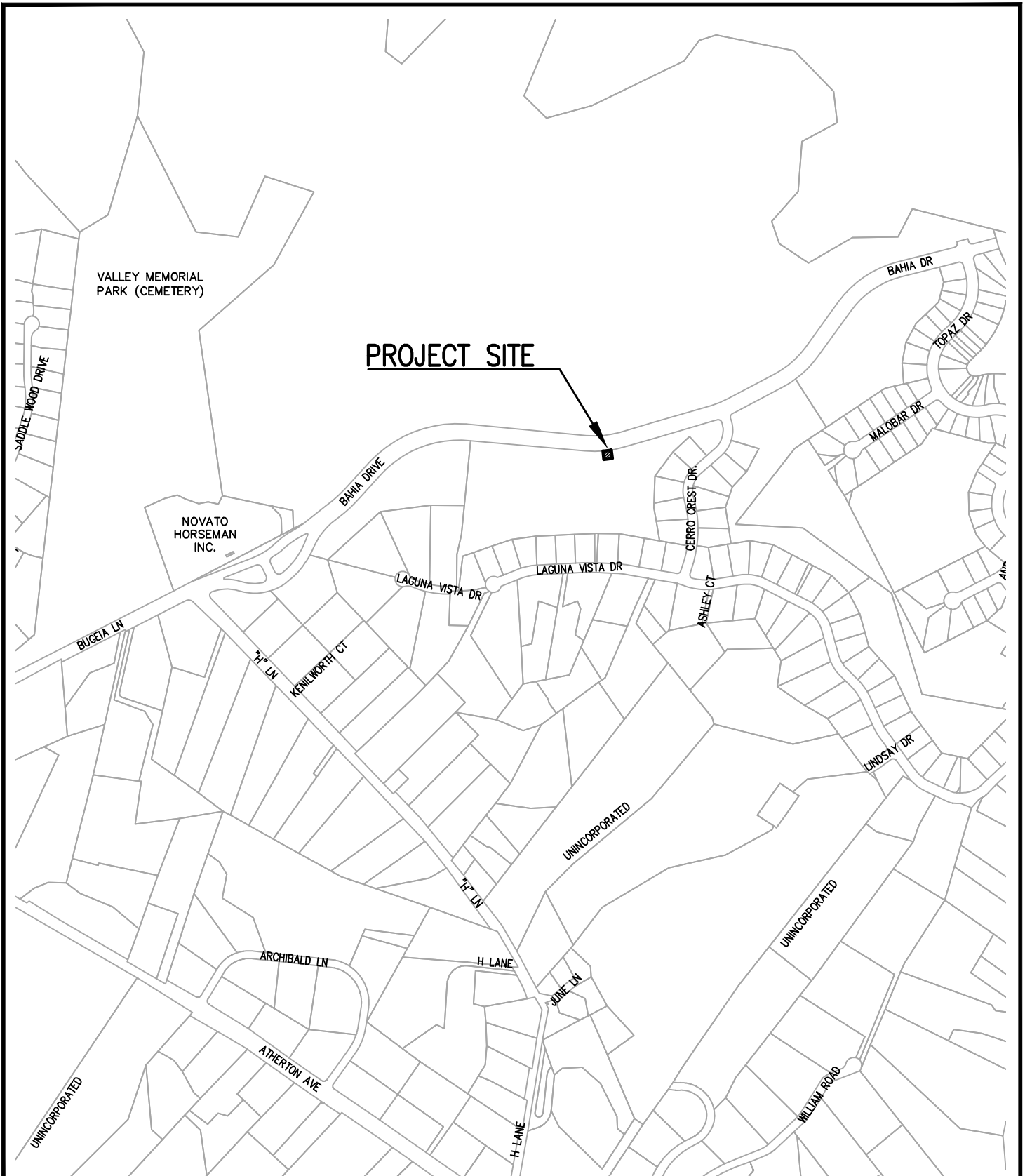
RECOMMENDATION

That the Board approve award of the contract to Maggiora & Ghilotti Inc., and authorize the General Manager to execute an agreement for Maggiora & Ghilotti Inc. for the construction phase of the Crest Pump Station Project.

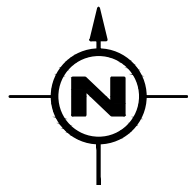
ATTACHMENTS:

1. Crest Pump Station Site Map
2. BOD Memo for Bid Advertisement, dated September 19, 2023

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



MEMORANDUM

To: Board of Directors Date: September 19, 2023
 From: Eric Miller, Assistant General Manager/Chief Engineer *EM*
 Avram Pearlman, Associate Engineer *AP*
 Subj: Approve Bid Advertisement for Crest Pump Station Project.
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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

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MEMORANDUM

To: Board of Directors Date: November 21, 2023

From: Eric Miller, Assistant General Manager/ Chief Engineer *EM*
 Tim Fuelle, Senior Engineer *TF*

Subj: Reimbursement Agreement between NMWD and City of Novato for Potholing Existing Conditions related to Novato Blvd. Improvements (Budgeted FY23/24)

R:\Folders by Job No\7000 jobs\7195 Novato Blvd Widening Diablo to Grant\BOD memos\7195 Novato Blvd Widening BOD Memo 11-06-23.doc

RECOMMENDED ACTION: That the Board authorize the General Manager to execute a Reimbursement Agreement with the City of Novato.

FINANCIAL IMPACT: Approximately \$115,000 (\$80,000 included in FY23/24 budget)

Discussion

The City of Novato (City) intends to construct certain roadway, sidewalk, and streetscape improvements along Novato Boulevard corridor between Diablo Avenue and Grant Avenue; known as Novato Boulevard Improvements Project (Project). As part of the Project, many other utility providers plan to replace and/or improve their respective underground utilities, including North Marin Water District (NMWD). The City, as Lead Agency, is coordinating these planned utility improvements into a consolidated construction document package that includes drawings from various agencies and developing specifications applicable to all aspects of the construction-related Project work. This coordination and NMWD's involvement began in 2021. To assist with the finalization of construction documents and in the spirit of sharing information for mutual benefits, economy of scale cost savings, and less traffic impact to the community, both the City and NMWD will enter into a reimbursement agreement (Agreement) to pothole existing conditions to help finalize the design. The City plans to enter into similar but separate reimbursement agreements with other agencies.

Both the City Attorney and District's Legal Counsel have reviewed, modified and agreed to the current language in the Agreement. The Novato City Council will consider the proposed Agreement at an upcoming Council meeting.

Budget

The potholing work will cost the District approximately \$115,000 (includes 15% for contingency and escalation). The potholing work was originally planned to be performed last spring and was accounted for in the FY22/23 budget; however, the City deferred implementing this Agreement due to several other utility providers requesting time extensions for their phases of work, which had an adverse impact on the City's schedule. In addition to the \$80,000 included in the FY23/24 CIP budget (Item 1a1), there is an additional \$35,000 of available

unused funds remaining in budget line item for the completed project on George Street (Item 1a2) that will be used to fund the budget shortfall on this project.

RECOMMENDATION

That the Board authorize the General Manager to execute a Reimbursement Agreement with the City of Novato for potholing work in support of the Novato Boulevard Improvements Project.

ATTACHMENTS:

1. Reimbursement Agreement Between The City of Novato and North Marin Water District for Contract for Potholing and Investigation of Existing Conditions for Improvements to Facilities Within the Boundary of The City of Novato CIP Project 01-004, Novato Boulevard Improvements

REIMBURSEMENT AGREEMENT BETWEEN THE CITY OF NOVATO AND NORTH MARIN WATER DISTRICT FOR CONTRACT FOR POTHOLING AND INVESTIGATION OF EXISTING CONDITIONS FOR IMPROVEMENTS TO FACILITIES WITHIN THE BOUNDARY OF THE CITY OF NOVATO CIP PROJECT 01-004, NOVATO BOULEVARD IMPROVEMENTS

This Reimbursement Agreement Between The City Of Novato And North Marin Water District For Contract For Potholing And Investigation Of Existing Conditions For Improvements To Facilities Within The Boundary Of The City Of Novato CIP Project 01-004, Novato Boulevard Improvements (the "AGREEMENT") is made and entered into this ____ day of ____, 2023, by and between the CITY OF NOVATO, a California municipal corporation ("CITY") and NORTH MARIN WATER DISTRICT, a California special district ("NMWD"),, all located in the State of California, collectively the "PARTIES," and individually a "PARTY."

RECITALS

- A. CITY plans to conduct roadway improvements along Novato Boulevard between Diablo Avenue and Grant Avenue. The planned improvements, being designed and completed as the City's Capital Improvement Project CIP 01-004, hereinafter the "ROADWAY PROJECT."
- B. NMWD plans to conduct improvements to its facilities within the ROADWAY PROJECT boundaries, hereinafter referred to as "NMWD PROJECT."
- C. NSD plans to conduct improvements to its facilities within the ROADWAY PROJECT boundaries, hereinafter referred to as "NSD PROJECT."
- D. For their mutual benefit, the PARTIES have agreed to combine the ROADWAY PROJECT, the NMWD PROJECT, and the NSD PROJECT resulting in a "JOINT PROJECT."
- E. The PARTIES have been working together to coordinate the design of the JOINT PROJECT.
- F. The PARTIES have been working together to finalize cost sharing agreements to clarify the administration, cost, and management associated with the bidding and construction of the JOINT PROJECT.
- G. The PARTIES desire to complete an investigation of the existing site conditions, including but not limited to existing utility facilities and installations, utilizing a variety of methodologies, including, but not limited to, potholing, hereinafter referred to as "SITE INVESTIGATION," prior to finalizing the cost sharing agreements to assist in the design coordination of the JOINT PROJECT.
- H. CITY and NMWD wish to enter into this AGREEMENT to clarify the administration and costs associated with the SITE INVESTIGATION.

NOW THEREFORE, in consideration of the promises and mutual covenants set forth herein, the PARTIES hereby agree as follows:

SECTION 1: RECITALS.

- A. The PARTIES agree that the Recitals constitute the factual basis upon which the PARTIES have entered into this AGREEMENT. The PARTIES each acknowledge the accuracy of the Recitals and agree that the Recitals are incorporated into this AGREEMENT, as though fully set forth herein.

SECTION 2: PROJECT COORDINATION

- A. All notices and other communications required or permitted to be given under this AGREEMENT shall be in writing and given by personal delivery, or deposited with the United States Postal Service, postage prepaid, addressed to the parties named in Section 1.B. Notice shall be deemed

given as of the date of personal delivery, or if mailed, upon the date of deposit with the United States Postal Service.

- B. The designated project coordinators for the PARTIES shall be as follows:
 - 1. Elisa Sarlatte, Senior Civil Engineer for CITY at 922 Machin Ave, Novato, CA 94945.
 - 2. Tim Fuelle, Senior Engineer for NMWD at P.O. Box 146, Novato, CA 94948.

SECTION 2: SCOPE OF THE AGREEMENT

- A. The PARTIES acknowledge and agree that the sole purpose of this AGREEMENT is to set forth the PARTIES responsibilities regarding the administration, management, and cost of the SITE INVESTIGATION.
- B. The PARTIES acknowledge that they solicited and reviewed three or more proposals for the SITE INVESTIGATION and mutually agreed upon the selection of the proposal submitted by T2 UES, Inc., a Delaware corporation ("CONTRACTOR") to conduct the work and perform the SITE INVESTIGATION.
- C. The PARTIES acknowledge that they mutually worked to create the exhibit, "Novato Boulevard Improvements Diablo Avenue to Grant Avenue, Utility Composite Plan STA 10+00 to STA 19+50", which identifies the locations of SITE INVESTIGATION as well as the agency(s) responsible for each location, attached hereto as Exhibit A and incorporated herein by this reference, hereinafter referred to as the "SITE INVESTIGATION EXHIBIT."
- D. The PARTIES acknowledge that they agree to share the cost of the SITE INVESTIGATION. NMWD's share of the cost of the SITE INVESTIGATION shall be 54% ("PROPORTIONAL RESPONSIBILITY"), subject to the provisions of Section 3 and regardless of other PARTIES or third-party contributions.
- E. The PARTIES agree that the current PROPORTIONAL RESPONSIBILITY of the SITE INVESTIGATION, as stated in Section 2(D), may be revised or altered as a result of change orders. All change orders shall include the location and nature of the change, designate or define the responsible agency, and reallocate or redefine the PROPORTIONAL RESPONSIBILITY of the PARTIES. All change orders will be agreed to by the PARTIES in writing prior to being authorized.

SECTION 3: DUTIES OF EACH AGENCY

- A. The CITY shall administer the contract agreement for the SITE INVESTIGATION with CONTRACTOR, which incorporates the SITE INVESTIGATION EXHIBIT. NMWD will review the contract agreement, provide any revisions to the CITY, and provide final written authorization to CITY prior to CITY forwarding the contract agreement to CONTRACTOR.
- B. CITY and NMWD shall review any and all change orders and provide written approval or disapproval within three (3) business days of receiving each request.
- C. CITY shall be solely responsible for receiving and processing SITE INVESTIGATION project invoicing. Within five (5) business days of receipt of an invoice from CONTRACTOR, CITY will transmit a copy of the received invoice to NMWD. CITY shall include with the copy of the invoice and a summary of the PARTIES' PROPORTIONAL RESPONSIBILITY of the amount invoiced.
- D. NMWD shall be responsible for approving or disapproving, in writing, of that invoicing within ten (10) business days of receipt of the invoice and summary of PROPORTIONAL RESPONSIBILITY.
- E. NMWD agrees to and shall be responsible for reimbursing CITY for the approved PROPORTIONAL RESPONSIBILITY of each invoice within thirty (30) calendar days of the PARTIES' approval of the invoicing.
- F. If NMWD disputes an invoice, the disputing PARTY shall provide the written basis for the dispute no later than ten (10) business days after their receipt of the invoice. The PARTIES shall negotiate

in good faith to resolve any such dispute. Each PARTY shall maintain all accounting records related to this AGREEMENT for a minimum of three (3) years.

- G. NMWD shall make all payments due CITY pursuant to this AGREEMENT without deduction or offset, and NMWD waive any right of offset they now have or may have against CITY and its successors and assigns with respect to NMWD'S reimbursement requirement described herein.

SECTION 4: MISCELLANEOUS TERMS

- A. Term of AGREEMENT: This AGREEMENT shall terminate upon the ending of warranty of work provided for in the contact agreement for the SITE INVESTIGATION between CITY and CONTRACTOR.
- B. Termination: This AGREEMENT may be terminated by CITY, prior to the commencement of work by the CONTRACTOR and upon thirty (30) calendar days advance notice from NMWD of the cancellation, termination, or amendment of the NMWD PROJECT.
- C. Amendment and Merger: This AGREEMENT contains all the terms and conditions made between the PARTIES to this AGREEMENT and may only be modified by written agreement signed by all the PARTIES to this AGREEMENT or their respective successor in interest.
- D. No Agency, Joint Venture, or Partnership: This AGREEMENT shall in no way be construed to create, and shall not be deemed to have created, any relationship of employer/employee, master/servant, principal/agent, partnership, joint venture, or otherwise. No PARTY shall have authority, whether express or implied, to bind the others to any contractual or other third-party relationship, obligation, or liability.
- E. Indemnification by CONTRACTOR. To the fullest extent allowed by law, the PARTIES agree that the contact agreement for the SITE INVESTIGATION between CITY and CONTRACTOR shall include an indemnity provision obligating CONTRACTOR to defend, indemnify, and hold CITY, and NMWD, and each of them, and each of their respective directors, officers, employees, agents, and volunteers harmless from all liabilities, damages, losses, claims, suits, judgments, costs and expenses, including reasonable attorneys' fees, directly and/or indirectly incurred by any or all of the PARTIES resulting from and/or arising out of and/or in connection with the work and services provided and/or supplied by CONTRACTOR in its performance of the contact agreement for the SITE INVESTIGATION between CITY and CONTRACTOR.
- F. Mutual Indemnification. To the fullest extent allowed by law, NMWD shall indemnify and hold harmless CITY, and its officials, officers, employees, agents, and volunteers from all liabilities, damages, losses, claims, suits, judgments, costs and expenses, including attorneys' fees, directly and/or indirectly incurred by CITY from claims by third parties as the result of and/or arising out of and/or in connection with its respective services supplied in connection with this AGREEMENT.

To the fullest extent allowed by law, CITY shall indemnify and hold harmless NMWD, and its directors, officers, employees, agents, and volunteers from all liabilities, damages, losses, claims, suits, judgments, costs and expenses, including attorneys' fees, directly and/or indirectly incurred by NMWD from claims by third parties as the result of and/or arising out of and/or in connection with its respective services supplied in connection with this AGREEMENT.
- G. Agreement Binding: The terms and provisions of this AGREEMENT shall extend to and be binding upon and inure to the benefit of the heirs, executors, and administrators or to any approved successor, as well as to any assignee or legal successor to any PARTIES to the AGREEMENT.
- H. Cooperation: The PARTIES pledge cooperation during the term of this AGREEMENT.
- I. No Third-Party Beneficiaries: Nothing contained in this AGREEMENT shall be constructed to create and the PARTIES do not intend to create any rights in third parties.

- J. Severability: If any term, covenant, or condition of this AGREEMENT or the application thereof to any person or circumstance is determined to be invalid or unenforceable, the remainder of this AGREEMENT of the application of such term, covenant and condition to persons or circumstances other than those as to which it is held invalid or unenforceable, shall not be affected thereby, and each term, covenant and condition of this AGREEMENT shall be valid and enforced to the fullest extent permitted by law.
- K. No Waiver: The waiver by any of the PARTIES of any default under this AGREEMENT shall not operate as a waiver of any subsequent breach of the same or any other provision of this AGREEMENT.
- L. Time is of the Essence: Time is of the essence with respect to the performance of every provision of this AGREEMENT for which time or performance is a factor. PARTIES agree to adhere to all deadlines mutually agreed upon in writing throughout the course of the SITE INVESTIGATION.
- M. Mediation: The PARTIES agree to first attempt to resolve any dispute or claim in law or equity between the PARTIES through informal negotiation between the PARTIES. If the dispute or claim is not resolved by an informal negotiation between the PARTIES, then the PARTIES agree that they will attempt to resolve the dispute or claim by private, non-binding mediation. The PARTIES will agree upon the selection of a mediator. If the PARTIES cannot agree upon the selection of a mediator, then the Presiding Judge of the California Superior Court for the County of Marin shall select the mediator. The PARTIES shall each be responsible for their own attorneys' fees for the mediation, and the cost of the medication shall be split and shared equally amongst and between the PARTIES. The completion of the mediation shall be a prerequisite to the filing of any lawsuit, litigation, and/or demand for arbitration. The non-binding mediation process shall continue until the case is resolved or until such a time as the mediator makes a finding that there is no possibility of resolution. If mediation is unsuccessful, the PARTIES may avail themselves of any other remedies.
- N. Applicable Law and Venue: This AGREEMENT shall be constructed and enforced in accordance with the laws of the State of California. The PARTIES hereto agree that venue of any action or proceeding regarding this AGREEMENT, or performance thereof, shall be in the Superior Court for the County of Marin, California.
- O. Attorneys' Fees: In the event any action at law or in equity is initiated to enforce or interpret the terms of this AGREEMENT or arises out of or pertains to this AGREEMENT, each party shall pay its own attorneys' fees.
- P. Remedies: The remedies specified in this AGREEMENT shall be in addition to and not exclusive of any other remedies available to a PARTY at law or in equity.
- Q. No Presumption Regarding Drafter: The PARTIES acknowledge and agree that the terms and provisions of this AGREEMENT have been negotiated and discussed between the PARTIES and their attorneys, and this AGREEMENT reflects their mutual AGREEMENT regarding the same. Because of the nature of negotiations, and discussions it would be inappropriate to deem any Party to be the drafter of this AGREEMENT. Therefore, no presumption for or against validity, or as to any interpretation thereof, based upon the identity of the drafter, shall be applicable in interpreting or enforcing this AGREEMENT.
- R. Assistance of Counsel: Each Party to this AGREEMENT warrants as follows:
 - 1. That each Party had the assistance of counsel in negotiation for, and the execution of, the AGREEMENT and all related documents; and
 - 2. That each Party has lawfully authorized the execution of the AGREEMENT.
- S. Section Headings: The section headings contained in this AGREEMENT are for convenience and identification only and shall not be deemed to limit or define the contents of the sections to which they relate.

- T. No Right to Assign: No PARTY shall assign, transfer, or sell all or any part of its rights or obligations hereunder, by operation of law or otherwise, without the prior written consent of the other PARTIES.
- U. Counterparts: This AGREEMENT may be executed in two or more counterparts, each of which shall be deemed an original, but all of which taken together shall constitute one and the same instrument. Photocopies and pdf versions of signature pages shall be deemed to be an original signature.

IN WITNESS WHEREOF, the PARTIES hereto have executed this AGREEMENT by their duly authorized officers of the day and year first above written.

CITY OF NOVATO

NORTH MARIN WATER DISTRICT

By: _____
Adam McGill, City Manager
Date: _____

By: _____
Anthony Williams, General Manager
Date: _____

ATTEST:

ATTEST:

By: _____
Laura, McDowall, City Clerk
Date: _____

By: _____
Eileen Mulliner, District Secretary
Date: _____

APPROVED AS TO FORM:

APPROVED AS TO FORM:

By: _____
Gary B. Bell, City Attorney
Date: _____

By: _____
J. Kevin Moore, Legal Counsel
Date: _____

EXHIBIT A
SITE INVESTIGATION EXHIBIT

8

DRAFT MINTUES - WATER ADVISORY COMMITTEE AND
TECHNICAL ADVISORY COMMITTEE
Utilities Field Operations (UFO) Training Center
35 Stony Point Road
August 7, 2023

ITEM #8

Attendees: Jack Baker, North Marin Water District
Laura Sparks, City of Cotati
Grant Davis, Sonoma County Water Agency (SCWA or Sonoma Water)
Sam Salmon, Town of Windsor
Craig Scott, City of Cotati
Dan Herrera, City of Petaluma
Mike Healy, City of Petaluma
Natalie Rogers, City of Santa Rosa
Jennifer Burke, City of Santa Rosa
Matt Wargula, City of Sonoma
Ron Wellander, City of Sonoma
Emily Sanborn, Rohnert Park
Tony Williams, North Marin Water District
Cristina Goulart, Town of Windsor
Amanda Hudson, Valley of The Moon Water District
Paul Sellier, Marin Municipal Water District
Michelle Montoya, City of Santa Rosa

Staff/Alternates: Lynne Rosselli, SCWA
Pam Jeane, SCWA
Robert Rogers, SCWA
Kent Gylfe, SCWA
Brad Sherwood, SCWA
Jake Spaulding, SCWA
Don Seymour, SCWA
Mike Thompson, SCWA
Brian Lee, SCWA
Dannielle Favela, City of Petaluma
Shannon Cotulla, Town of Windsor
Peter Martin, City of Santa Rosa
Colin Close, City of Santa Rosa
Armin Munevar, Jacobs Inc.

Public: Brenda Adelman, Russian River Watershed Protection

1. Check In
Mike Healy, WAC Chair, called the meeting to order at 9:07 a.m.
2. Public Comment
No public comments.
3. Recap from the May 1, 2023 WAC/TAC Meeting and Approval of Minutes
Moved by Sam Salmon, Town of Windsor, seconded by Jack Baker, North Marin Water District.
No public comments. Unanimously approved, with Valley of the Moon absent.
4. Recap from the July 10, 2023 TAC Meeting and Approval of Minutes (TAC)
Moved by Craig Scott, City of Cotati, seconded by Cristina Goulart, Town of Windsor.
No public comment. Unanimously approved, with Rohnert Park absent.

5. Water Supply Coordination Council – July 31, 2023

Mike Healy, WAC Chair, presented. The Water Supply Council met on July 31, 2023 and set the agenda for today's WAC/TAC meeting.

No public comment.

6. Regional Water Supply Resiliency Study Update

Don Seymour, SCWA, and Armin Munevar, Jacobs. Inc. consultant for SCWA, presented. Provided an update on the Regional Resiliency Study that has been in progress over the last several years. Sonoma Water has been working on some on-going efforts regarding climate adaptation and resiliency. These efforts include: Partner in Center for Western Weather and Water Extremes (CW3E) for Atmospheric River Forecasting, Forecast Informed Reservoir Operations (FIRO), Advanced Quantitative Precipitation Information (AQPI), Fire Camera Alert System (AlertWildfire), NOAA Habitat Blueprint Adaptive Management and Restoration, Local Hazard Mitigation Plan (LHMP), Climate Adaptation Plan (CAP), and the Regional Water Supply Resiliency Study. The Resiliency Study seeks to look at the regional system, outside of jurisdictions. Approach has been to identify major risk factors first, then evaluating the baseline of resilience, developing and evaluating adaptation strategies to improve resilience, and then report preparation, stakeholder engagement, and project management. The model integrates three major components including the Russian River system, Sonoma Water transmission system, and retail customer systems with the main model inputs being reservoir and river flows, member agency demands, and maximum member agency local supplies available. Worked with the TAC to look at the types of adaptation strategies that could be used. These included increasing supply, reducing demand, improving operations, and modifying policy and regulations. From there, near-term response actions were determined. Those actions included maximizing delivery of natural flows from the Russian River system, Kastania Booster Station rehabilitation, increasing Sonoma Water groundwater production, increasing retail customers' ground water , regulatory flexibility through temporary urgency change petitions (TUCPs), and water conservation and water use efficiency for retail customers and diverters. The other risks that are going to be evaluated throughout 2023 include seismic, wildfires, power loss, flooding, and the uncertainty of the Potter Valley Project. The next steps in this process are completing the additional risk scenarios, cascading risk scenarios, summarizing and recommending regional strategies, and preparing the study report.

No public comment

7. Water Supply Conditions and Temporary Urgency Change Order

Don Seymour, SCWA, presented.

Storage at Lake Mendocino is currently just under 90,000 acre-ft and is being drawn down by about 200 acre-ft per day. Lake Sonoma has storage at just over 250,000 acre-ft, which means the reservoir is still in the flood control pool, with the Army Corps of Engineers maintaining control of release. That will switch to Sonoma Water once it is in the water supply pool. This is remarkable for this time of year and is due to the forecast informed reservoir operations and the major deviation at Lake Mendocino, as well as the minor deviation at Lake Sonoma. Update for the Potter Valley Project, PG&E has updated seismic analysis for Scott Dam and found it to be at a higher risk of failure than originally thought. In order to protect against potential failure, the spillway gates will remain open, losing 20,000 acre-ft of storage. This has an impact on PG&E meeting their obligations for minimum releases into the Eel and Russian Rivers, their water supply obligations to the Potter Valley irrigation district, and their ESA (Endangered Species Act) obligations for water quality conditions in the Eel River. In May, PG&E filed for a temporary flow variance to reduce releases to the east branch of the Russian River to maintain better reservoir management at Lake Pillsbury, specifically for the steelhead salmon that need cold temperatures to survive. FERC (Federal Energy Regulatory Commission) noticed PG&E's

variance request in early July. Comments on the variance request were due on August 4. This variance asks that the current release of 75 cfs (cubic feet per second) with a 5 cfs buffer, be reduced to 25 cfs, and if temperatures go above 16 degrees Celsius, it be further reduced to 5 cfs. In July, PG&E filed another variance they called a "long-term flow request." This request is asking for what has been done on a temporary basis to be permanent, recognizing that the issue of not being able to close the spillway gate will continue. Another request was that if Scott Dam was spilling in winter and spring and requirements below the diversion are being met, PG&E would like to increase their diversions from 45 cfs to 135 cfs in winter and spring.

Tony Williams, North Marin Water District, asked for confirmation that it was not only PG&E's decision to keep the gate open, but that the Division of Dam Safety mandated it. Don Seymour, SCWA, confirmed that is correct, that it was the Division of Dam Safety. Jennifer Burke, Santa Rosa Water, asked about the changes to the license that PG&E filed with FERC regarding the increase of capacity from 45 cfs.

Don Seymour, SCWA, confirmed that, since the transformer bank failure, PG&E has not transferred more than that in the winter. However, in consultation with the resource agencies and the Round Valley Indian Tribes, an additional request has been made that releases may go up to 135 cfs, which PG&E has not been willing to do before. For this to occur certain requirements must be met including the reservoir must be spilling, as well as other conditions that will be determined through consultation.

Jennifer Burke, Santa Rosa Water, asked if this amendment has been noticed by FERC, and if there is opportunity for comments.

Don Seymour, SCWA, confirmed that this request has just been filed and has not been noticed yet.

The Russian River system is currently being managed under a Temporary Urgency Change Order (TUCO) as required by the Biological Opinion as it is a normal water supply year. This means the flows on the Upper Russian River were reduced from 185 cfs to 125 cfs, and the flows on the Lower Russian River from 125 cfs to 70 cfs. The TUCO expires on October 15, and Sonoma Water is preparing to submit another Temporary Urgency Change Petition (TUCP) requesting that the water supply conditions be determined by storage thresholds at Lake Mendocino versus cumulative inflow into Lake Pillsbury. This would help make sure that the hydrologic index accurately reflects our reservoir and watershed conditions. The goal is to file the TUCP in September and have a new TUCO in place before the current TUCO expires.

Brenda Adelman, Russian River Watershed Protection, shared that she tracks the flows at Hacienda due to concern about the lower river. It has been getting below 125 cfs, which is the level during normal rain years, but with the TUCO the level was dropping to 60 cfs. One day it rose to the 150 cfs range and has been there for a week and a half. Wondering what the explanation is when this wasn't expected to happen.

Don Seymour, SCWA, said that it is a balance of the water coming into the Upper Russian River above the confluence of Dry Creek. That minimum flow requirement is currently 125 cfs, and the minimum flow requirement on Dry Creek is 85 cfs. That is putting over 200 cfs into the Upper Russian River, plus diversions and the natural stream flow, keeps the flows higher and causes the jump that is seen. Does not expect to see flows drop below 125 cfs.

8. Sonoma Marin Saving Water Partnership (TAC)

a. 2023 Water Production Relative to 2013 Benchmark

Jennifer Burke, Santa Rosa Water, presented.

Looking at 2013 our region has done significant conservation, with the current total delivers in May, compared to 2013, showing a reduction of 33%. Year-to-date water usage compared to 2013 is also down by 30%. Water conservations activities, along with the lower temperatures, have reduced demand. The gallons per capita per day over time is showing a significant rise in population with a significant reduction in water use.

No public comment.

b. Water Use Efficiency Messaging

Brian Lee, SCWA, presented.

August's outreach campaign will focus on the Water Smart garden maintenance manual. This manual will give information on maintaining a low water use landscape. Also promoting the Water Smart plant labels. There is a partnership with nurseries to label plants that meet water smart requirements. Eco-friendly garden tour in May had 17 gardens over 3,700 attendees and partnerships with California Native Plant Society, Zero Waste Sonoma, and the UC Master Gardeners. Over 20 garden hosts are interested in participating in the tour again next year. On July 29, the Rainwater Harvesting Tour took place in Healdsburg. The tour included 27 participants that featured rainwater catchment systems, graywater systems, and low water use plant gardens. There was a Fix-it-Clinic and Reuse Fair hosted in Rohnert Park on July 29. Buckets for water capture and reuse were distributed and had a turnout of about 100 people. Latest outreach is at the Sonoma County Fair. The Partnership and Master Gardeners collaborated on a sustainable landscape exhibit, efficient irrigation systems, water- smart plants, soil health, rainwater capture, and beneficial habitat.

No public comment.

9. Biological Opinion Status Update

Pam Jeane, SCWA, presented.

Fish Flow Project – No changes on the project at this point.

Dry Creek Habitat Enhancement Project – Currently constructing a portion of Phase IV and construction is beginning on Phase V this year. Sonoma Water's right-of-way staff are continuing to work with the Phase VI property owners to finalize the access routes and staging areas, obtain appraisals for the value of the right-of-way compensation amounts, and prepare compensation offers.

Habitat Monitoring Maintenance – Crews have completed pre-construction monitoring on an upcoming Phase V project site in Reach 2, and post-effective flow monitoring on past projects in reaches 13, 8, and 7. Crews also collected drone aerial photographs of past projects in reaches 8, 5, and 4. Also spent time documenting changes that happen on the creek due to high flows. Some changes ended up resulting in redesigns.

Fish Monitoring – All traps were pulled out by end of July. Did not look great for steelhead and Chinook, however, Coho was the highest on record and included many naturally spawned fish.

Russian River Estuary Management Project – Mouth of the Russian River is open. The lagoon management season runs from May 15 to October 15.

Biological Assessment for New Biological Opinion – Staff is currently working on revising the document based on comments received. Resubmittal should happen within the next couple weeks.

No public comment.

10. Potter Valley Project Update

Pam Jeane, SCWA, and Don Seymour, SCWA, presented.

Pam Jeane, SCWA, shared that work is happening on the Department of Water Resources (DWR) grant, which includes three tasks that are currently being worked on. One is looking at the diversion facilities that PG&E uses to transfer water to the Russian River. The other is an assessment of potential water supplies for Potter Valley.

Don Seymour, SCWA, shared that with the first task, there is an assessment of the diversion facility at Van Arsdale. The consultants are looking at three options, which are planned to be taken to a 30% design. One option is Cape Horn Dam remaining with significant changes and modifications, and complete replacement of the fish ladder to meet today's fish passage standards. The other two are substantially removing most of Cape Horn Dam and having remnants that would be used to tie in a rough-in channel.

That would include adding an 800-ft rock ramp, that would be able to withstand the dynamic flows of that area. The other option is a pumping station with fish screen and vertical pumps, similar to what is at Mirabel. The grant requires that this phase be completed by June 2024. Sonoma Water also applied for a Bureau of Recreation grant that would provide funding to take one of the scenarios to a 60% design.

No public comment.

11. Russian River Water Forum Update

Mike Thompson, SCWA, presented.

The Russian River Leadership Council has not met yet and is not yet scheduled to meet. The Planning group, which is made up by representatives from Mendocino, Lake, Humboldt, and Sonoma counties, as well as tribal interests, have met several times. The Working groups have also met several times.

Jennifer Burke, Santa Rosa Water, asked if there was a sense of when the Leadership Council will meet.

Mike Thompson, SCWA, believes that group will meet by the end of year.

Mike Healy, City of Petaluma, asked who is on the leadership council.

Mike Thompson, SCWA, said a list could be provided as he did not have it with him currently.

No public comment.

a. Recommendation – WAC Interest Statement Regarding Russian River Water Forum (TAC)

Jennifer Burke, Santa Rosa Water, spoke on the WAC Interest Statement.

Summary of Interest Statement: supportive of the continuation of the diversion, recognize that the diversion provides different benefits and that proportionality is considered especially in regard to funding, supportive of modifications to water rights orders that can help align water rights and supply sources, continue to invest in resiliency for the Russian River and for our water supplies, make sure decisions are consistent with the Restructured Agreement with Sonoma Water, continue to support looking for funding options for this project, and continue to work closely and collaboratively with Sonoma Water. Reviewed by TAC members to ensure that the statement met their needs. Sonoma Water was also able to review and provide feedback.

Moved by Tony Williams, North Marin Water District, seconded by Dan Herrera, City of Petaluma.

No public comment. Unanimously recommended, with Rohnert Park absent.

b. Consideration of Adoption of WAC Interest Statement Regarding Russian River Water Forum

Moved by Jack Baker, North Marin Water District, seconded by Natalie Rogers, City of Santa Rosa.

No public comment. Unanimously approved, with Valley of the Moon Water District absent.

12. Integrated Regional Water Management Plan(s) Update

Grant Davis, SCWA, presented.

North Coast Resource Partnership met last month. Advanced Quantitative Precipitation Information (AQPI) program is making great progress and waiting on environment clearance to get the last one of the five the radars up. Biggest news is that the sea radar is going to be focused on the Pacific Ocean and will be located down by Mount Barnabe.

No public comment.

13. Community and Government Affairs Update

Brad Sherwood, SCWA, presented.

The bills that Sonoma Water helped sponsor will be on the Senate Floor, once they have reconvened after their recess. The bond work for the Integrated Regional Water Management Program is continuing, with support still being received. On the Community Engagement side, there are new ambassadors staffing Lake Sonoma Visitor's Center. Last July, there were over 2,000 visitors, so without this staff, people would not have been able to visit and learn more about where their water comes from. Top social media post was a Barbie post talking about FOG (fats, oils and grease). There is a great partnership with Land Path's to continue to provide bilingual tours. A new development dashboard has been created for Sonoma Water's strategic plan to report out on implementation. Would like to report out on it at the next WAC/TAC meeting. Attended National Association of Counties (NACO) and they authored a resolution for FIRO and subseasonal to seasonal work. The Denmark MOU is going to Sonoma County's board in September. Valley of the Moon, North Marin Water District, and Santa Rosa Water are taking the MOU to their boards as well. There is still time if anyone else would like to be a collaborator on this.

A video on the Sonoma Booster Station work was shared and can be viewed here:

<https://www.youtube.com/watch?v=O9ngj-nUpYo>

Regarding the mussel inspection programs, it has been successful as there have been no mussels found in Lake Sonoma or Lake Mendocino and Sonoma Water has received over \$1 Million in grant funding from the state to support this program.

No public comment.

14. Items for Next Agenda (next combined WAC/TAC Meeting is November 6, 2023)
Jennifer Burke, Santa Rosa Water, asked clarification on if the Strategic Plan should be a TAC or WAC/TAC item and it was confirmed that it should be on the next WAC/TAC meeting in November.
15. Check Out
Mike Healy, WAC Chair, adjourned the meeting at 10:28 a.m.

9

DRAFT MINUTES OF TECHNICAL ADVISORY COMMITTEE
Utilities Field Operations Training Center
35 Stony Point Road, Santa Rosa, CA
October 2, 2023

ITEM #9

Attendees: Dan Herrera, City of Petaluma
Matt Fullner, Valley of The Moon Water District
Jennifer Burke, City of Santa Rosa
Peter Martin, City of Santa Rosa
Tony Williams, North Marin Water District
Pam Jeane, Sonoma County Water Agency (SCWA)
Craig Scott, City of Cotati
Matt Wargula, City of Sonoma
Mike Berger, City of Sonoma
Paul Sellier, Marin Municipal Water District
Christina Goulart, Town of Windsor
Michelle Montoya, City of Santa Rosa

Staff/Alternates: Mike Thompson, SCWA
Andrea Rodriguez, SCWA
Don Seymour, SCWA
Paul Piazza, SCWA
Brad Sherwood, SCWA
Kent Gylfe, SCWA
Jake Spaulding, SCWA
Ann DuBay, SCWA
Daniella Favela, City of Petaluma
Colin Close, City of Santa Rosa

Public: Brenda Adelman, Russian River Watershed Protection
Dick Dowd

1. Check In

Jennifer Burke, TAC Chair, called the meeting to order at 9:04 a.m.

2. Public Comment

None.

3. Recap from the September 11, 2023 TAC Meeting and Approval of Minutes

Moved by Tony Williams, North Marin Water District, seconded by Matt Wargula, City of Sonoma.

No public comment.

Minutes approved as submitted with all Committee members voting yes, with City of Cotati and City of Rohnert Park absent and Jennifer Burke, Santa Rosa Water, and Dan Herrera, City of Petaluma, abstaining. Peter Martin, Santa Rosa Water, voted for Santa Rosa Water as the alternate.

4. Water Supply Conditions and Temporary Urgency Change Order

Don Seymour, SCWA, presented.

Lake Mendocino is a little over 76,000 acre-ft and Lake Sonoma is a little over 231,000 acre-ft. In mid-September there was a drop in flows from the Eel River through the Potter Valley Project per PG&E's operating license, dropping from 75 cfs (cubic feet per second) to 35 cfs.

The Temporary Urgency Change Order (Order) that Sonoma Water is currently operating under ends on October 15, which means the flows in the upper Russian River will increase from 125 cfs to 150 cfs and from 85 cfs to 125 cfs on the lower Russian River. Chinook will be migrating into the system soon and will benefit from the higher flow.

FERC has still not acted on PG&E's temporary flow variance. FERC has also not noticed PG&E's long-term flow variance request.

No public comment.

5. Sonoma Marin Saving Water Partnership

a. 2023 Water Production Relative to 2013 Benchmark

Jennifer Burke, Santa Rosa Water, presented.

August 2023 water usage compared to August 2013 is down by 19% total for the partnership. Water usage to date 2023 compared to 2013 is down 28% total for partnership.

No public comment.

b. Water Use Efficiency Messaging

Andrea Rodriguez, SCWA, presented.

The Summer 2023 campaign has ended. Moving into the Fall/Winter 2023 campaigns. Highlights include Flora Fridays, Water Smart Plant Label program, Garden Sense program, irrigation scheduling tool, Water Smart Gardens Maintenance manual, and Water Smart plant picker tool.

Jennifer Burke, Santa Rosa Water, asked what Flora Friday is.

Paul Piazza, SCWA, shared that Flora Friday are informational engagement posts on low water use plant choices that are available.

No public comment.

6. Biological Opinion Status Update

Pam Jeane, SCWA, presented.

Fish Flow Project – No update.

Dry Creek Habitat – Phase IV is anticipated to be complete this year, Phase V is anticipated to be complete next year, and Phase VI is tentatively planned for construction

in 2024 and 2025. For Phase VI, issues getting right of way. Construction is complete on Reach 13 sites, except for the inlet to the 13B site, and post-construction monitoring has begun. Construction of the nine Reach 10 sites is currently underway and scheduled for completion by October 15th.

Habitat Monitoring and Maintenance – Sonoma Water environmental staff continue to evaluate and monitor previously constructed and maintained sites to quantify the habitat areas and identify changes or maintenance needs.

Fish Monitoring – Preparing to monitor the 2023-24 adult Chinook salmon run in the Russian River. An underwater video camera was installed in the fish ladder that will be used to record Chinook, coho and steelhead as they move upstream past the inflatable dam.

Russian River Estuary Management Project – The mouth of Russian River is open, and the lagoon management season will end on October 15.

Biological Assessment for New Biological Opinion - A revised Biological Assessment was submitted on August 23, 2023 and National Marine Fisheries Service (NMFS) will be reviewing.

Brenda Adelman asked if public comments are taken on the biological opinion and what the schedule would be.

Pam Jeane, said there is no official public comment period, but the public can submit comments to SCWA and they would be happy to pass it on.

7. Potter Valley Project Update

Pam Jeane, SCWA, presented.

PG&E has a submitted a flow variance request and there has been no response from FERC. PG&E also submitted a longer-term variance request, which amounts to a license amendment, to change minimum flows. PG&E license surrender application is still on track to release a document in November, that will serve as a draft license surrender application. This will be high level, without a lot of detail, but the plan is to collect public comment on it. The hope is that the draft will include an option for the diversion to continue through the project into the Russian River. Three pieces are being worked on under the Department of Water Resources (DWR) grant. One is the assessment of the project facilities and looking at options to replace the existing diversion works with upgraded or new diversion works. As part of the proposal submitted to PG&E, Sonoma Water is working with a Technical Advisory Group on 3 different design options for migration and water supply diversion, with two design options as the main focus. All three options will be taken to 30% design, anticipated by next spring. The second piece is the work being done

up in Potter Valley, including looking into ground water banking or active storage recovery. The third piece funded under the DWR grant is the Russian River Water Forum.

Jennifer Burke, Santa Rosa Water, asked what the process or mechanism will be for PG&E to collect comments on the draft application.

Pam Jeane, SCWA, said that it is not an official submittal to FERC, but anticipates they will begin a more public process.

Jennifer Burke, Santa Rosa Water, asked what the deliverables are going to be on the Potter Valley investigation and if there are plans for implementation if there are recommendations.

Pam Jeane, SCWA, said that Potter Valley folks would be responsible for any implementation that needs to take place. Don Seymour, SCWA, added that the deliverables would be a report of the findings, work performed, and recommendations. There will also be five new wells going in that will contribute to the data collection.

Matt Fullner, Valley of the Moon Water District, asked if ASR (Aquifer Storage and Recovery) can be done in Potter Valley and if so, what the proposed source of water would be.

Don Seymour, SCWA, answered that there is natural inflow and also considering the wintertime diversion.

Matt Fullner, Valley of the Moon Water District, asked if it would be a direct injection ASR where it would need to be brought up to drinking water standards.

Don Seymour, SCWA, said that right now they are just looking at the feasibility of whether it would be ASR or on farm recharge project, also looking at opportunities for surface water storage.

No public comment.

8. Russian River Water Forum Update

Mike Thompson, SCWA, presented.

The next meeting will be Wednesday in Ukiah. There will be updates from the Water Rights working group and the Russian River Watershed Resiliency Subcommittee. There will also be updates on the proponents proposal. The main component of the meeting will be a presentation and discussion from the Lake Pillsbury Alliance.

No public comment.

9. Community and Government Affairs Update

Brad Sherwood, SCWA, presented.

Federal funding that supports weather service forecasting was cut. Working to get that funding restored to keep FIRO (Forecast Informed Reservoir Operations) in existence. House appropriation meeting went well to the point that staff have included the funding in the next fiscal year's bill. Sonoma Water staff met with the new official at the Army Corps. headquarters, Susan J. Kennedy Smith, who is the new inner corps. district resource manager. Her predecessor helped with the Biological Opinion funding and process. 40th anniversary of Lake Sonoma was in paper the last week. Congratulations to Jennifer Burke, Santa Rosa Water, was elected as Vice Chair of ACWA (Association of California Water Agencies) Region 1 Board. David Rabbit, County of Sonoma, was also elected to the ACWA Region 1 board.

Jennifer Burke, Santa Rosa Water, asked about any plans for another day in Sacramento. Brad Sherwood, SCWA, said that they are working on state and legislative platforms, and will be taking them to their board in December. Would like input on priorities, and an email will be sent to TAC members by November 15 to solicit comments and ideas. GSA funding coalition will provide opportunity to have a meeting up in Sacramento. Not sure of timing as of now, possibly in January or February.

Jennifer Burke said ACWA spring conference will be in Sacramento and may want to work around that date.

No public comment.

10. Items for Next Agenda

Jennifer Burke, TAC Chair, gave a reminder that the next meeting will be a joint WAC TAC. No other items suggested.

No public comment.

11. Check Out

Jennifer Burke, TAC Chair, adjourned the meeting at 9:45 a.m.

10

North Bay Watershed Association

Board Meeting - Agenda

November 3, 2023 | 9:30 – 11:30 a.m.

MEETING WILL BE HELD AT THE
City of Petaluma Ellis Creek Treatment Plant
[3890 Cypress Drive, Petaluma, CA 94954](#)

For those wishing to attend virtually

Join Zoom Meeting:

<https://us02web.zoom.us/j/81630673971?pwd=dm94TXJCRWMYWFBLc3U5V2pTSmNRZz09>

Webinar ID: 816 3067 3971 Password: 216460

Agenda and materials will be available the day of the meeting at: www.nbwatershed.org

AGENDA

Time	Agenda Item	Proposed Action
9:30	Welcome and Call to Order – Roll Call and Introductions <i>Jean Mariani, Chair</i>	<i>N/A</i>
9:35	General Public Comments This time is reserved for the public to address the Committee about matters NOT on the agenda and within the jurisdiction of the Committee.	<i>N/A</i>
9:40	Agenda and Tour of the Montezuma Wetlands Project Overview (August 4 Minutes to Review) <i>Jean Mariani, Chair</i> Treasurer's Reports (August, September and October) <i>Jean Mariani, Chair</i>	<i>Approve/ Review</i>
9:50	Guest Presentation: Education Into Action Collaborations: A Lever to Move the World <i>Dr. Chris Halle, Program Developer, Center for Environmental Inquiry, Sonoma State University</i> Chris will describe the Education Into Action model developed at SSU's Center for Environmental Inquiry by focusing on the Rising Waters Initiative, a collaborative driven by local experts, NGOs, faculty, and students working together to tackle complex issues at the nexus of homelessness and water quality. Particular attention will be paid on how universities and outside agencies can merge their cultures to work together to create actionable change in local communities.	<i>Presentation slides</i>

10:25	<p>Executive Director Report <i>Andy Rodgers, Executive Director</i></p> <p>Andy will facilitate a brief Board discussion to identify any next steps supporting workforce development initiatives in the region.</p> <p>Andy will provide updates and solicit board input on activities since the August 4 Board meeting and the October 6 Tour of the Montezuma Wetlands Project, including reviewing a timely opportunity to submit a grant application for regional project funding, and summarizing other active and developing projects, meetings, regional programs and initiatives, communications, and committees.</p> <p>Andy will outline ideas for next and future Board meeting topics and solicit feedback.</p>	<i>ED updates, Board questions, and input</i>
11:00	<p>Board Information Exchange and Updates <i>Members</i></p> <p>Members will highlight issues and share items of interest.</p>	<i>N/A</i>
11:30	<p>Announcements/Adjourn Next Board Meeting: December 1</p>	<i>N/A</i>

11

DISBURSEMENTS - DATED NOVEMBER 9, 2023

ITEM #11

Date Prepared 11/6/23

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 10/31/23 PPE	\$182,318.72
90643*	Internal Revenue Service	Federal & FICA Taxes PPE 10/31/23 PPE	74,359.56
90644*	State of California	State Taxes & SDI PPE 10/31/23 PPE	16,486.66
90645*	CalPERS	Pension Contribution PPE 10/31/23 PPE	46,338.56
1	All Star Rents	Blade, Propane (9 gal) & Air Compressor Rental (1 day)	346.92
2	Alpha Analytical Labs	Lab Testing (Novato & West Marin)	3,665.00
3	American Family Life Ins	October 2023 Employee Paid Benefit	3,761.41
4	AT&T	Leased Lines (Bear Valley P/S, PRE Tank #1, Inverness P/S, O.M. P/S & Olema P/S)	308.24
5	AT&T	Telephone, Fax, Leased Lines & Data	28.86
6	Automation Direct	ProSense Pressure Transmitter (3)	387.35
7	Avery, Lori	Novato "WSLE" Rebate Program Residential	47.50
8	Backflow Distributors	Cage & Freeze Bag for Installing Above Grade Backflow Preventer on Dedicated Fire Meter	752.63
9	Bio-Acoustical Corporation	Annual Hearing Test (18)	750.00
10	Buck's Saw Service	Chain Saw & Miscellaneous Yard Tools & Supplies	604.27
11	Buck Institute for Research on Aging	Quarterly Lease for Lab Dept @ Buck Institute (11/16/23-2/15/24)	39,564.00
12	Caltest Analytical Laboratory	Lab Testing	105.80
13	Chaudhari, Fumie	Novato "Cash for Grass" Rebate Program	780.00
14	Comcast	November Phone Services (Wood Hollow, Buck Institute, Yard & STP)	1,516.20
15	Comcast	Internet Services (999 Rush Creek Place)	1,562.93

Seq	Payable To	For	Amount
16	CWEA	Membership Renewal (Nommsen)	221.00
17	DataTree	October Subscription to Parcel Data Info	100.00
18	Direct Line Inc	October Telephone Answering Service	185.00
19	Eliopoulos, Arden S.	Novato "Cash for Grass" Rebate Program	728.00
20	E & M	Wonderware 1 Year Support & Maintenance Agreement	285.00
21	Fishman Supply Co	Safety Gloves (1,000)	160.04
22	GHD Inc.	Prog Pymt#31: Oceana Marin Treatment & Storage Pond Repair (Balance Remaining on Contract \$22,168)	7,897.00
23	Grainger	Clear Construction Film (2) & Miscellaneous Maintenance Tools & Supplies	1,745.70
24	Intellaprint Systems	Annual Maintenance Service Contract for Engineering Plotter	900.00
25	Kehoe, Chris	Exp Reimb: Lunch for Crew While Working on Aqueduct Landslide Repair	111.79
26	Kemira Water Solutions	Chlorine (10 Dry Tons) (STP)	16,118.56
27	KP Promotions	Uniform Order	13,494.43
28	Lee Cox, Britta	Refund Excess Advance Over Actual Job Cost	923.02
29	Lincoln Life Employer Serv	Deferred Compensation 10/31/23 PPE	10,502.63
30	Marin Landscape Materials	Crushed Rock (4 yds) (Aqueduct Landslide Repair)	316.82
31	Marin, County of	Water Well Repairs & Upgrade Permit Fee for Gallagher Well No.1 Rehab	1,205.00
32	Martrano Enterprises LLC	Replacement Gate Entry Keypad for STP	1,115.18
33	McLellan Co, WK	Misc Paving	5,539.64
34	McMaster-Carr Supply Co	Nipples (7) & Flanges (7)	1,163.79
35	McPhail Fuel Company	Propane (162 gal) (O.M. Generator)	608.52
36	Miller Pacific Engineering	Prog Pymt#7: Geotechnical Services for Admin Building Renovation Project (Balance Remaining on Contract \$20,205)	8,195.50
37	Mutual of Omaha	November 2023 Group Life Insurance Premium	1,265.57

Seq	Payable To	For	Amount
38	Nationwide Retirement Solution	Deferred Compensation 10/31/23 PPE	4,177.50
39	Nave Motors	Parts & Labor to Repair AC System ('15 Ford F250)	2,801.30
40	Nixon, Doug & Nancy	Novato "Toilet Rebate" Program	125.00
41	Norris, Suzi	Novato "Toilet Rebate" Program	375.00
42	North Marin Auto Parts	Batteries (3) & Service Parts ('19 Nissan Frontier, '13 Vac Excavator, '19 Ditch Witch, '18 Dodge Ram)	1,025.22
43	North Bay Watershed Assoc.	FY 23/24 Dues (Budget \$6,000)	5,838.16
44	NMWD Employee Association	Dues 7/15/23-10/31/23	1,915.00
45	Novato Builders Supply	Concrete, Cement & Lumber	1,157.33
46	NSI Solutions, Inc.	Alkalinity Reagent (Lab)	77.00
47	ODP Business Solutions, LLC	Miscellaneous Office Supplies	367.98
48	Pape Machinery Inc.	Parts & Labor to Replace Axle Seal, Repair Dig Function & Cylinder Pin ('15 JD Skip Loader)	1,890.76
49	Parkinson Accounting Systems	October Accounting Software Support	195.00
50	Recology Sonoma Marin	October Trash Service	618.51
51	Redwood Health Services, Inc.	October 2023 Dental Claims & Fees Expense	6,324.00
52	Shay, Christina	Novato "Cash for Grass" Rebate Program	800.00
53	Sonoma County Tree Experts Inc.	Tree Removal Services (6)	2,760.00
54	Staples Business Credit	Copy Paper (10 reams)	498.49
55	State Water Resources Control	Clean Water SRF Loan Principal & Interest-RW North Plum Storage (Pynt#12 of 20)	29,413.76
56	Univar	Sodium Hydroxide (13 tons) (STP)	10,000.05
57	Verizon Wireless	Cellular Charges: Data (\$1,284), Airtime & iPads for Asset Management	1,531.54
58	Verizon Wireless	SCADA & AMI Collectors (\$650)	1,036.98
59	Vulcan Materials Company	Pea & Sand (16 yds)	1,040.47

Seq	Payable To	For	Amount
60	Waste Management	Waste Disposal	268.94
		TOTAL DISBURSEMENTS	<u>\$520,704.79</u>

The foregoing payroll and accounts payable vouchers totaling \$520,704.79 are hereby approved and authorized for payment.

Julie Blue 11/8/23
 Auditor-Controller Date

[Signature] 11/8/23
 General Manager Date

DISBURSEMENTS - DATED NOVEMBER 16, 2023

Date Prepared 11/13/23

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	Tire Disposal Fee ('16 Nissan Frontier), Tires (10) & Alignment ('19 Ditch Witch, '20 F250, '21 Nissan)	\$4,119.28
2	Able Fence Company	Fence Materials	122.64
3	Arendell, Tony	Retiree Exp Reimb (Nov Health Ins)	1,234.14
4	Athens Administrators	October Indemnity Review Fee	105.00
5	Beames, Emma	Novato "Washer Rebate" Program	100.00
6	Benson, Laura	Novato "Washer Rebate" Program	100.00
7	Billetter, A. Frank	Novato "Toilet Rebate" Program	125.00
8	Bold & Polisner	October Legal Fees-General (\$1,387) & NMWD Potter Valley FERC	2,084.62
9	Boyadjieva, Natalia	Novato "Washer Rebate" Program	100.00
10	California Water Service	November Water Service	30.49
11	Chandrasekera, Carmela	Retiree Exp Reimb (Nov Health Ins)	1,234.14
12	Cilia, Joseph	Retiree Exp Reimb (Nov Health Ins)	457.46
13	Clinton, John	Novato "Washer Rebate" Program	100.00
14	Comcast	November Internet Services (100 Wood Hollow, 1250 Lynwood Dr. & Buck Institute)	814.16
15	Corda, Jeff	Exp Reimb: Safety Boots	200.00
16	Core & Main	Elbows (60) (\$1,065), Bolts (300), Blow Off Traffic Lids (\$1,736), Caps (4), Gaskets (40), Nipples (55) (\$1,081), Tapping Sleeve (\$2,485), Tees (20), Valves (10) (\$5,935) & Gaskets (24)	14,344.78
17	Diesel Direct West	Gasoline (810 gal)	3,473.39

Seq	Payable To	For	Amount
18	Enterprise FM Trust	Monthly Leases for Nissan Rogue (2), Nissan Frontier (2), F-150's (7), F-250's (2), Ford Rangers (6), Chevy Bolts (2), Chevy Colorado & Nissan Leaf	12,191.24
19	Ferguson Waterworks	Cellular AMI Antennas (5)	379.75
20	Fishman Supply Co	First Aid Supplies	160.41
21	Freyer & Laureta, Inc.	Prog Pymt#22: Engineering & Design Services for NMWD's Hydropneumatic Pressure Stations (\$20,536) (Balance Remaining on Contract \$12,605), Prog Pymt#1: Engineering & Design Services for Redwood Blvd Landslide (\$4,851) (Balance Remaining on Contract \$15,149) & Prog Pymt#1: Provide Engineering & Design Services for Lynwood Pump Station Upgrade Project (\$13,222) (Balance Remaining on Contract \$186,778)	38,608.58
22	Frontier Communications	Leased Lines	1,683.55
23	Frontier Communications	November Internet Services (STP)	640.00
24	Garahan, Sean	Novato "Washer Rebate" Program	100.00
25	Grainger	Ammonium Hydroxide (2), Solenoid Valve (\$593) (Lynwood Pump Station) & Potassium Iodide (STP)	1,021.21
26	Hasa, Inc.	Sodium Hypochlorite (424 gal) (OM)	2,371.62
27	HERC Rentals Inc.	Mini-Excavator Rental (4 weeks)	4,850.34
28	Hernandez, Ralph	Novato "Washer Rebate" Program	100.00
29	Keast, Lemoyne	Novato "Washer Rebate" Program	100.00
30	Kehoe, Theresa	Retiree Exp Reimb (Nov Health Ins)	457.46
31	Kemira Water Solutions	Ferric Chloride (20 dry tons-STP)	32,756.02
32	Latanyszyn, Roman	Retiree Exp Reimb (Nov Health Ins)	457.46
33	Lemos, Kerry	Retiree Exp Reimb (Nov Health Ins)	1,234.14
34	Manzoni, Alicia	Retiree Exp Reimb (Nov Health Ins)	457.46
35	Marin County Tax Collector	Supplemental Tax Bill (25 Giacomini Rd) (4/1/22-7/1/23)	1,024.14

Seq	Payable To	For	Amount
36	McAghon, Andrew	Prog Pymt#20: Lawn Be Gone Mulching Program (Balance Remaining on Contract \$9,672)	786.00
37	McPhail Fuel Company	Propane Tank Lease (25 Giacomini Rd)	64.95
38	Network Adjusters, Inc.	Claim Settlements (Vehicle Damage by NMWD Valve Cap - \$7,404 & Planter/ Driveway Repair-Highland Dr)	7,754.02
39	North Bay Gas	Carbon Dioxide, Nitrogen & Breathing Air (STP)	142.44
40	ODP Business Solutions, LLC	Toner (2) & Miscellaneous Office Supplies	398.59
41	Pace Supply	Nipples (8), Valves (7) (\$3,674) & Muellers (4)	4,192.60
42	Pape Machinery Inc.	Labor to Inspect & Repair Broken Bolt ('15 JD Skip Loader)	578.53
43	Pearlman, Avram	Exp Reimb: P.E. License Renewal	180.00
44	Pacific Gas & Electric Co	Power: Bldgs/Yard (\$2,835), Other, Pumping (\$58,256), Rect/Controls & TP (\$8,138)	70,339.17
45	Phelan, Leann	Novato "Washer Rebate" Program	100.00
46	Pini Hardware	Miscellaneous Maintenance Tools & Supplies	492.73
47	Rupp, Steve	Retiree Exp Reimb (Nov Health Ins)	457.46
48	Silverman, Lj	Novato "Toilet Rebate" Program	125.00
49		Vision Reimbursement	493.00
50	SMART	License Agreement Fee for SMART Right of Way Entry Permit	600.00
51	Solenis, LLC	Praestol 2515 (2,000 lbs-STP)	5,080.00
52	State Water Resources Control	T5 Exam Fee (Corda)	120.00
53	Swann, Scott	Refund Overpayment on Closed Account	206.22
54	Thomas, Grant	Novato "Washer Rebate" Program	100.00
55	T & T Valve	Valve Positioner for GAC Effluent Valves (STP)	2,142.23
56	US Bank	October Safekeeping Treasury Securities	151.75
57	VBS CAL LLC	Plotter Paper (Engineering)	89.27

NORTH MARIN WATER DISTRICT
MONTHLY PROGRESS REPORT FOR OCTOBER 2023
 November 21, 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%
September	212.4	203.5	214.5	225.6	280.5	4%
October	197.0	191.6	198.5	307.8	286.0	3%
FYTD Total	859.0	855.4	908.2	1,165.2	1,171.2	0.4%

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%
September	6.7	6.3	5.9	7.9	7.8	6%
October	6.4	5.7	5.1	6.7	7.5	11%
FYTD Total	27.6	25.2	22.7	32.0	32.6	10%

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%
September	112.6	57.8	41.7	16.1	115.0	95%
October	109.4	54.0	28.2	7.7	103.4	102%
FYTD Total	387.3	236.1	168.1	210.7	390.3	64%

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%
September	26.1	29.2	39.6	29.5	29.7	-11%
October	16.0	24.7	18.3	22.8	26.6	-35%
FYTD Total*	107.9	138.6	142.2	134.5	126.1	-22%

*Excludes potable water input to the RW system: FY24 =2.84MG, 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*	73,207 MG	33,987 MG
Supply Capacity	86 %	42.6 %

*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 *	22,378 MG	12,370 MG
Supply Capacity	86 %	67.6 %

*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

	October Average	October 2023	October 2022
Rainfall this month	1.42 Inches	0.04 Inches	0.00 Inches
Rainfall this FY to date	1.73 Inches	0.04 Inches	0.76 Inches
Lake elevation*	181.1 Feet	182.3 Feet	182.4 Feet
Lake storage**	509 MG	560 MG	565 MG
Supply Capacity	36 %	40 %	40 %

* Spillway elevation is 196.0 feet (NGVD29)

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

Temperature (in degrees)

	Minimum	Maximum	Average
October 2023 (Novato)	36	104	64
October 2022 (Novato)	40	86	62

4. Number of Services

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October 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	21,003	20,915	0.4%	102	102	0.0%	800	800	0.0%	-	-	-
Total meters active	20,853	20,767	0.4%	100	99	1.0%	793	791	0.3%	-	-	-
Active dwelling units	24,097	24,099	0.0%	-	-	-	838	838	0.0%	236	235	0.4%

5. Oceana Marin Monthly Status Report (October)

Description	October 2023	October 2022
Effluent Flow Volume (MG)	0.347	0.364
Irrigation Field Discharge (MG)	0.341	0.661
Treatment Pond Freeboard (ft)	7.5	6.0
Storage Pond Freeboard (ft)	12.0	11.6

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) (\$)	
FY 24 through Oct	1	\$368	1	1	0	\$0
FY 23 through Oct	107	\$61,576	2	2	1	\$36,512

Days since lost time accident through October 31, 2023 105 Days

* (1) Claim settlement for driveway and concrete repair due to water damage to a property on Bugeia Lane

7. Energy Cost

FYE	kWh	October		Fiscal Year-to-Date thru October		
		¢/kWh	Cost/Day	kWh	¢/kWh	Cost/Day
2024 Stafford TP	51,144	23.6¢	\$389	293,947	23.3¢	\$455
Pumping	145,709	33.1¢	\$1,509	600,902	34.2¢	\$1,673
Other ¹	35,252	39.6¢	\$436	140,758	39.7¢	\$556
	232,105	31.8¢	\$2,334	1,035,607	31.9¢	\$2,683
2023 Stafford TP	53,315	22.9¢	\$393	258,023	22.0¢	\$462
Pumping	135,593	26.5¢	\$1,157	576,355	28.4¢	\$1,332
Other ¹	35,979	24.2¢	\$281	155,269	32.0¢	\$404
	224,887	25.3¢	\$1,831	989,647	27.3¢	\$2,198
2022 Stafford TP	46,985	22.2¢	\$337	175,059	21.8¢	\$311
Pumping	118,666	27.0¢	\$1,032	543,733	27.5¢	\$1,214
Other ¹	64,297	33.3¢	\$691	186,078	32.0¢	\$485
	229,948	27.8¢	\$2,060	904,870	27.3¢	\$2,010

¹Other includes West Marin Facilities

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8. Water Conservation Update

	Month of October 2023	Fiscal Year to Date	Program Total to Date
High Efficiency Toilet (HET) Rebates	12	23	4,504
Retrofit Certificates Filed	13	31	6,828
Cash for Grass Rebates	3	9	1,072
Washing Machine Rebates	1	13	6,906
Water Smart Home Survey	2	7	3,928

9. Utility Performance Metric

SERVICE DISRUPTIONS (No. of Customers Impacted)	October 2023	October 2022	Fiscal Year to Date 2024	Fiscal Year to Date 2023
PLANNED				
Duration Between 0.5 and 4 hours	13	8	75	45
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	1	10	31	100
Duration Between 4 and 12 hours	0	0	78	0
Duration Greater than 12 hours	0	0	0	0
SERVICE LINES REPLACED				
Polybutylene	12	8	33	27
Copper Replaced or Repaired)	2	2	14	4

October 2023 Service Disruptions

Planned:

For the month of October, we had 13 planned service disruptions.

Plastic: We replaced 12 plastic service lines on McClay Rd, 7th St, Hill Rd, Estates Dr., Monte Maria Ave, Gustafson Ct, Knob Hill, and Ignacio Blvd.

Copper: There were 2 copper service lines replaced on Rockport Way.

Unplanned:

There was 1 unplanned plastic service leak on Guisela Ct.

10. Summary of Complaints and Service Orders

NORTH MARIN WATER DISTRICT				
Summary of Complaints & Service Orders October 2023				
Tag Breakdown:				
Total:	219	Consumer:	87	Office: 132
Type	Oct-23	Oct-22	Added Notes	
Billing				
High Bill	6	2		
Total	6	2		
Meter Replacement				
	40	21	Include 2 tags from Sept.	
Total	40	21		
Need Read				
	4	4		
Total	4	4		
No-Water				
	2	1		
Total	2	1		
Leak				
Consumer	83	187		
District	20	18		
Total	103	205		
Water Quality				
Taste/ Odor	2	0		
Other	1	0		
Color	1	0		
Total	4	0		
Check Pressure				
	2	0		
Total	2	0		
Turn Off / On				
	31	27		
Total	31	27		
Other				
	27	11		
Total	27	11		
TOTAL FOR MONTH:	219	271	-19%	
Bill Adjustments Under Board Policy:				
October 23 vs. October 22				
Oct-23	25	\$3,737		
Oct-22	20	\$7,200		
Fiscal Year vs Prior FY				
FY 23/24	63	\$15,594		
FY 22/23	64	\$16,919		



MEMORANDUM

To: Board of Directors Date: November 7, 2023
From: Julie Blue, Auditor/Controller *JB*
Nancy Williamson, Accounting Supervisor *NW*
Subject: Auditor-Controller's Monthly Report of Investments for September 2023
T:\AC\Board Reports\Investments\Investment Report 09.2023.docx

RECOMMENDED ACTION: Information
FINANCIAL IMPACT: None at this time, information only

At month end the District's Investment Portfolio had an amortized cost value (i.e., cash balance) of \$34,568,151 and a market value of \$34,393,636. During September the cash balance decreased by \$190,290. The market value of securities held decreased \$170,197 during the month. The total unrestricted cash balance at month end was \$1,464,143 and 96.8% of the Target Reserves are funded.

At September 30, 2023, 53% of the District's Portfolio was invested in California's Local Agency Investment Fund (LAIF), 19% in Time Certificates of Deposit, 23% in a Treasury Bill, 3% in the Marin County Treasury, and 2% retained locally for operating purposes. The weighted average maturity of the portfolio was 67 days, compared to 79 days at the end of August. The LAIF interest rate for the month was 3.53%, compared to 3.43% the previous month. The weighted average Portfolio rate was 4.99%, compared to 4.87% for the prior month.

Investment Transactions for the month of September are listed below:

9/11/2023	UBS Bank USA	US Bank	\$249,000.00	CD Maturity
9/11/2023	US Bank	LAIF	\$800,000.00	Trsf to LAIF account
9/15/2023	LAIF	US Bank	\$100,000.00	Trsf from LAIF account
9/21/2023	LAIF	US Bank	\$250,000.00	Trsf from LAIF account

ATTACHMENTS:

1. Monthly Report of Investments – September 2023
2. Portfolio Rate of Return – 10-Year History
3. Portfolio Balance – 10-Year History

NORTH MARIN WATER DISTRICT
AUDITOR-CONTROLLER'S MONTHLY REPORT OF INVESTMENTS
September 30, 2023

Type	Description	S&P Rating	Purchase Date	Maturity Date	Cost Basis ¹	9/30/2023 Market Value	Yield ²	% of Portfolio
LAIF	State of CA Treasury	AA-	Various	Open	\$18,199,313	\$17,950,124	3.53% ³	53%
Time Certificate of Deposit								
TCD	Enerbank	n/a	9/25/20	9/25/24	249,000	249,000	0.45%	1%
TCD	BMW Bank	n/a	8/20/21	2/20/24	249,000	249,000	0.45%	1%
TCD	Goldman Sachs Bank	n/a	1/19/22	1/19/24	249,000	249,000	0.75%	1%
TCD	Ally Bank	n/a	2/24/22	2/23/24	248,000	248,000	1.30%	1%
TCD	Greenstate Credit Union	n/a	3/15/22	3/15/24	249,000	249,000	1.60%	1%
TCD	Capital One Bank	n/a	4/7/22	4/8/24	247,000	247,000	2.20%	1%
TCD	Capital One Bank, N.A.	n/a	4/20/22	4/22/24	247,000	247,000	2.35%	1%
TCD	American Express Natl Bank	n/a	5/4/22	5/6/24	246,000	246,000	2.60%	1%
TCD	BMO Harris Bank	n/a	6/10/22	6/10/24	246,000	246,000	2.80%	1%
TCD	GE Credit Union	n/a	6/29/22	6/28/24	249,000	249,000	3.25%	1%
TCD	Beal Bank	n/a	7/13/22	7/10/24	246,000	246,000	3.05%	1%
TCD	Synchrony Bank	n/a	8/5/22	8/5/24	245,000	245,000	3.30%	1%
TCD	Discover Bank	n/a	9/13/22	9/13/24	245,000	245,000	3.40%	1%
TCD	Sharonview Credit Union	n/a	10/17/22	10/17/24	249,000	249,000	4.35%	1%
TCD	Popular Bank	n/a	11/9/22	11/7/24	247,000	247,000	4.75%	1%
TCD	Dannemora Fed Credit Union	n/a	11/10/22	11/10/23	249,000	249,000	4.70%	1%
TCD	Greenwood Credit Union	n/a	11/21/22	11/21/23	248,000	248,000	4.85%	1%
TCD	Alabama Credit Union	n/a	11/22/22	11/22/24	248,000	248,000	4.90%	1%
TCD	Community West Credit Union	n/a	12/19/22	12/19/24	249,000	249,000	4.78%	1%
TCD	Connexus Credit Union	n/a	12/20/22	12/20/23	248,000	248,000	5.00%	1%
TCD	Austin Telco Fed Credit Union	n/a	1/27/23	1/27/25	248,000	248,000	4.90%	1%
TCD	First Tech Fed Credit Union	n/a	2/17/23	2/18/25	249,000	249,000	4.85%	1%
TCD	Keybank National Assoc	n/a	3/15/23	3/17/25	243,000	243,000	5.00%	1%
TCD	Morgan Stanley Bnk NA	n/a	4/6/23	4/7/25	244,000	244,000	4.90%	1%
TCD	Morgan Stanley Private Bnk	n/a	4/6/23	4/7/25	244,000	244,000	4.90%	1%
TCD	Raiz Federal Credit Union	n/a	5/11/23	5/12/25	248,000	248,000	4.85%	1%
TCD	Hughes Federal Credit Union	n/a	6/29/23	6/30/25	248,000	248,000	5.25%	1%
					\$6,677,000	\$6,677,000	3.34%	19%
US Treasury Bills								
Treas	Treasury Bill	n/a	5/23/23	10/19/23	\$7,997,714	\$8,072,389	5.23%	23%
Other								
Agency	Marin Co Treasury	AAA	Various	Open	\$1,051,860	\$1,051,860	0.67%	3%
Other	Various	n/a	Various	Open	642,263	642,263	0.06%	2%
TOTAL IN PORTFOLIO					\$34,568,151	\$34,393,636	4.99%	100%

Weighted Average Maturity = **67 Days**

LAIF: State of California Local Agency Investment Fund.

TCD: Time Certificate of Deposit.

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

Agency: STP State Revolving Fund Loan Reserve.

Other: Comprised of 5 accounts used for operating purposes. US Bank Operating Account, US Bank STP SRF Loan

Account, US Bank FSA Payments Account, Bank of Marin AEEP Checking Account & NMWD Petty Cash Fund.

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

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

3 Earnings are calculated daily - this represents the average yield for the month ending September 30, 2023.

Interest Bearing Loans	Loan Date	Maturity Date	Original Loan Amount	Principal Outstanding	Interest Rate
Marin Country Club Loan	1/1/18	11/1/47	\$1,265,295	\$1,048,030	1.00%
Marin Municipal Water - AEEP	7/1/14	7/1/32	\$3,600,000	\$1,620,203	2.71%
Employee Housing Loan (1)	3/30/15	3/30/30	250,000	250,000	Contingent
TOTAL INTEREST BEARING LOANS			\$5,115,295	\$2,918,233	

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

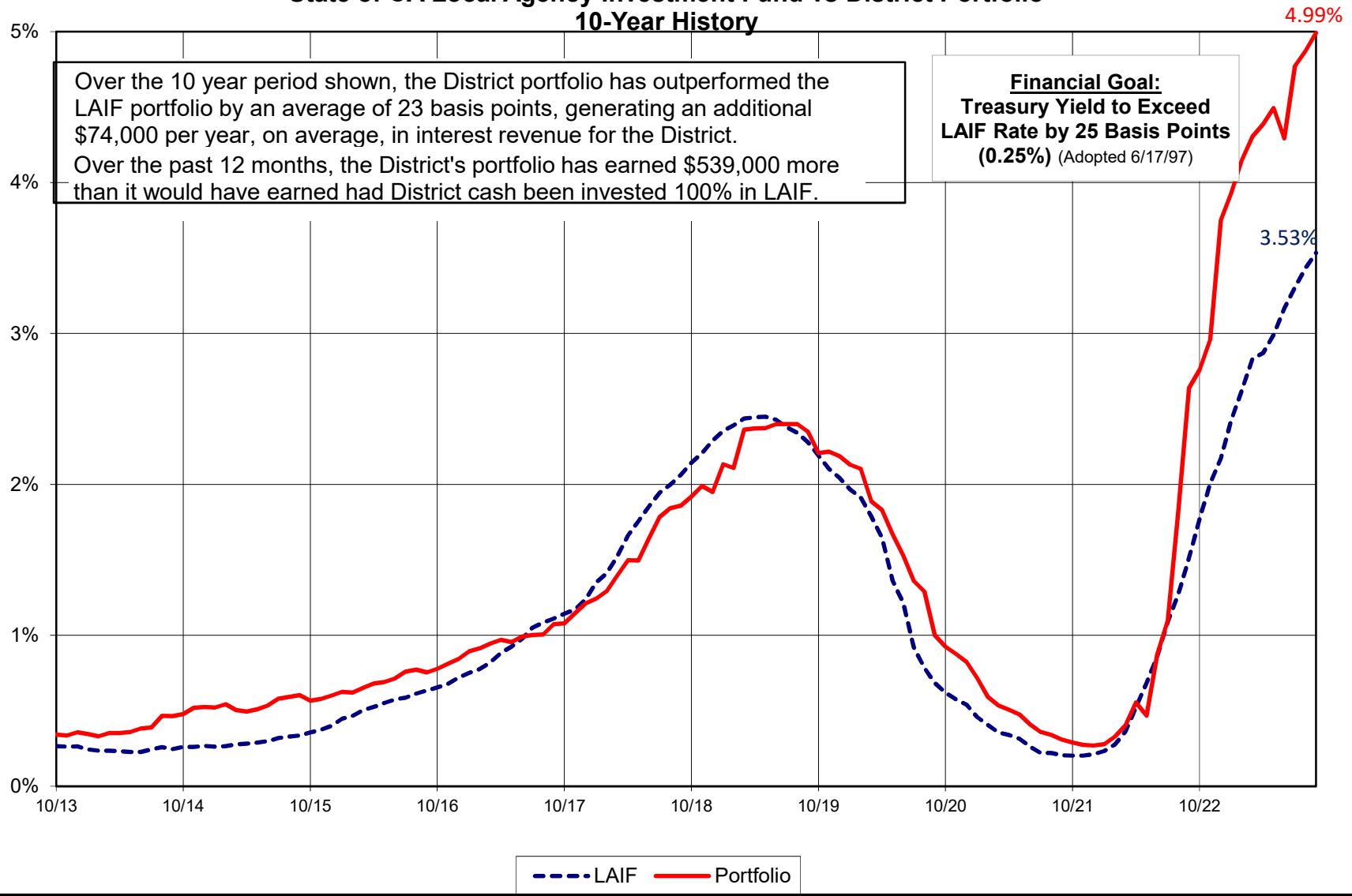
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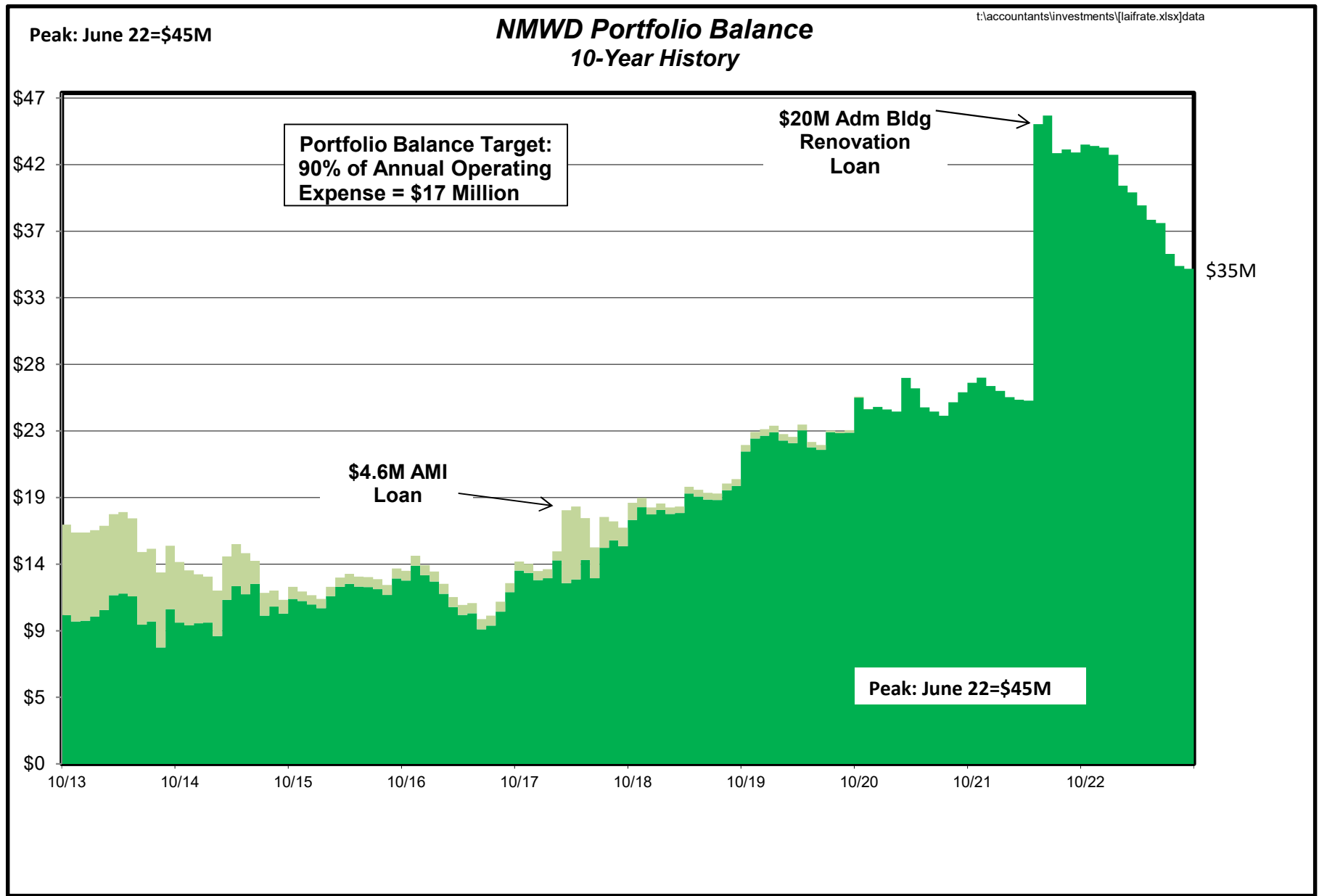
t:\accountants\investments\[laifrate.xls]chart3

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

Over the 10 year period shown, the District portfolio has outperformed the LAIF portfolio by an average of 23 basis points, generating an additional \$74,000 per year, on average, in interest revenue for the District. Over the past 12 months, the District's portfolio has earned \$539,000 more than it would have earned had District cash been invested 100% in LAIF.

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





Anthony Williams and Pablo Ramudo
North Marin Water District
999 Rush Creek Place
P.O. Box 146
Novato, CA 94948-0146

Arcadis U.S., Inc.
7 Waterfront Plaza
500 Ala Moana Boulevard
Suite 400
Honolulu
Hawaii 96813
Phone: 808 522 0321
Fax: 808 522 0366
www.arcadis.com

Date: November 6, 2023

Our Ref: 30045657

Subject: Chevron Response to North Marin Water District (NMWD) Public
Comment Letter regarding Chevron Facility 96151 located at 5810 Nave Drive,
Novato, CA

Dear Anthony Williams and Pablo Ramudo,

In a letter dated July 24, 2023, the San Francisco Bay Regional Water Quality Control Board (SFBRWQCB) proposed site closure for the UST Cleanup Fund Claim No. 21119 (Geotracker ID T0604100029) associated with the former Chevron service station (Chevron Facility 96151) located at 5810 Nave Drive, Novato, CA (the Site). Additionally, the SFBRWQCB issued a notice of opportunity for public comment and opportunity for tribal consultation with the public comment period ending on Friday, October 13, 2023. The SFBRWQCB received public comment from the North Marin Water District (NMWD) related to the proposed case closure at the Site in a letter dated October 2, 2023 (Attachment 1). The NMWD public comment letter was provided to Chevron Environmental Management Company (CEMC) and its environmental consultant, Arcadis U.S., Inc. (Arcadis). At the request of SFBRWQCB, Arcadis is providing this response to the NMWD public comment letter on behalf of CEMC.

As detailed in the Low-Threat Closure Request (LTC Report) (Arcadis 2021), soil and groundwater conditions at the Site have been adequately characterized and the SFBRWQCB agreed to case closure at the Site (SWRCB 2023) per the State Water Resources Control Board (SWRCB) Low-Threat Underground Storage Tank Case Closure Policy (also known as Low-Threat Closure Policy [LTCP]) (SWRCB 2012).

A Soil and Groundwater Management Plan (SGMP) (Arcadis 2022) document has been prepared by CEMC for the property owner of the Site. The Site is located on Assessor's Parcel Number (APN) 157-400-19, 157-400-20, and 157-400-21, owned by the City of Novato. The SGMP provides information about CEMC's environmental assessment of the Site and outlines the process for working with CEMC to address Covered Soil and/or Covered Groundwater related to excavation or dewatering activities necessary for on-Site construction activities. At the Site, it should be noted that historical depth-to-groundwater has ranged from approximately 6 to 14.5 feet below ground surface (bgs), which is deeper than the bottom of the NMWD water main which is located at approximately 5 feet bgs. Additionally, the SGMP indicates responsibilities of the property owner related to Covered Soil and/or Covered Groundwater at the Site.

If petroleum-impacted soil and/or shallow groundwater is recognized during planned or unplanned future excavation associated with NMWD infrastructure located near the Site, then NMWD should notify the City of Novato (the property owner), the SFBRWQCB, and CEMC.

Anthony Williams and Pablo Ramudo
North Marin Water District
November 6, 2023

Sincerely,
Arcadis U.S., Inc.

A handwritten signature in blue ink, appearing to read "Max Dieckmann".

Max Dieckmann
Project Manager

Email: Max.Dieckmann@arcadis.com
Direct Line: 808-522-0368

Enclosures:

Attachment 1 - North Marin Water District Letter Dated October 2, 2023

Anthony Williams and Pablo Ramudo
North Marin Water District
November 6, 2023

References:

Arcadis. 2021. Low-Threat Closure Request. Former Chevron Service Station No. 96151. 5810 Nave Drive, Novato, California. SFBRWQCB Case No. 21-0030. March 8.

Arcadis. 2022. Soil and Groundwater Management Plan. Former Chevron Service Station No. 96151. 5810 Nave Drive, Novato, Marin County, California. September.

SWRCB. 2012. Low-Threat Underground Storage Tank Case Closure Policy. Adopted May 1, 2012, approved by Office of Administrative Law on July 30, 2012, became effective August 17, 2012. (http://www.swrcb.ca.gov/ust/lt_cls_plcy.shtml).

SWRCB. 2023. Underground Storage Tank (UST) Case Closure Summary. Former Chevron Service Station No. 96151. 5810 Nave Drive, Novato, California. SFBRWQCB Case No. 21-0030. July 24.

Attachment 1

North Marin Water District Letter Dated October 2, 2023



October 2, 2023

State Water Resources Control Board
Underground Storage Tank Program, 15th Floor
P.O. Box 2231
Sacramento, CA 95814
Attention: Dayna Cordano

Sent via email:

USTClosuresComments@waterboard.ca.gov,
Dayna.Cordano@waterboards.ca.gov,
Laurent.Meillier@waterboards.ca.gov

RE: Case Number 21-0030 Chevron 5810 Nave Drive, Novato, Marin County

Dear Dayna Cordano and Laurent Meillier:

The North Marin Water District (NMWD) has received the Public Notice for the referenced Site, reviewed the Case Closure Summary and the Draft Order, and conducted limited review of the documents available in the GeoTracker data management system. Based on that review, NMWD is providing important background information and comments for consideration by the Water Board.

Background Information

1. NMWD provides potable and recycled water to the greater Novato area, including the location of the former Chevron facility (opened in 1963 and closed in 1983) and the surrounding development. A 12-inch diameter potable water main pipeline is located in Nave Drive and the adjoining Roblar Drive. In addition, several water services and appurtenances (e.g. fire hydrants) are connected to the water main as shown on the attached Exhibit A. Note that a 30-inch transmission main, owned and operated by Marin Municipal Water District (MMWD) is also located in this area as shown in the exhibit.
2. The existing 12-inch water main described above is asbestos cement pipe and was originally installed in 1962. As part of the NMWD Water Master Plan¹, as well as NMWD engineering procedures for the Capital Improvement Program (CIP), replacement of this pipeline will be performed sometime in the next 10 to 15 years due to overall age and material type. The pipeline was installed at a depth of approximately 5 feet (measured from the bottom of the pipe).
3. Since the 12-inch water main is located within public right of way, NMWD would apply for a project-specific encroachment permit from the City of Novato (City) prior to any excavation associated with a pipeline replacement or major repair. However, each year, NMWD secures an "annual utility encroachment permit" from the City for use in emergencies or minor maintenance work. Based on prior experience, asbestos cement pipe of the age of this pipeline is subject to unplanned breakage or leakage prior to full planned replacement.
4. NMWD is subject to numerous state and federal regulations, engineering and operational standards, and general and specific best practices regarding its potable water distribution system. These include Section 64572 of CCR Title 22 (California

¹ <https://nmwd.com/wp-content/uploads/2020/04/2018WMP.pdf>

“Waterworks Standards”) which requires not only specific pipeline materials, design, and construction standards, but most importantly, physical separation of water mains from certain hazards, such as a “...sanitary landfill, wastewater disposal pond, or hazardous waste disposal site...” as well as an “...underground hazardous material storage tank...” (see Section 64572(42), underlining for emphasis). In addition, NMWD’s engineering standards comply with or are based on various American Water Works Association (AWWA) standards and practices that assume that all water pipeline bedding or trench material are free of contamination.

Comments

NMWD’s concerns with the planned closure of the referenced Site has two basic elements: 1) the health and safety of our construction and maintenance crews (as well as contracted construction firms) working on the pipelines and appurtenances within or near the Site; and 2) impacts to the nearby water distribution system (see Exhibit A) and overall compliance with state requirements for separation and protection of the pipelines from various hazards. Due to documented past contamination events at sites similar to the referenced Site, it is assumed that there is a risk of contaminants in the groundwater and soils surrounding drinking water distribution and transmission mains entering those pipelines. As previous described above, this concern is generally reflected in state regulations which require minimum separation distances, specific pipe materials, design standards, and construction standards for drinking water mains in relation to sources of contaminants in their vicinities. Additional requirements exist for backflow protection due to the tendency of pipelines to draw in foreign fluids that results from changes in pressures which can create negative pressure (vacuum conditions).

Given the overall concerns described above and based on NMWD’s limited review of the prior soil and groundwater sampling and site characterization of the contamination at the referenced Site, the following specific comments are provided:

1. NMWD is concerned that under certain circumstances, the existing potable distribution system would be a possible sensitive receptor of any residual contamination. These conditions exist when there is a depressurization of the pipeline due to system pressure fluctuations or loss, a pipeline breakage, or other circumstances which are not necessarily unusual or extreme. As previously described, these conditions could create a negative pressure or vacuum conditions that could draw contamination into NMWD’s pipelines from surrounding groundwater.
2. NMWD feels that additional soil and groundwater characterization by the Responsible Party is needed within our pipeline alignment to gauge if additional protective provisions are needed in the Soil and Groundwater Management Plan ahead of a planned or, more importantly, an unplanned excavation for pipe maintenance or repair.
3. NMWD is concerned that the planned or unplanned future excavation of its water facilities in this area (within or near the Site) could directly encounter contamination (either soil or shallow groundwater). Please clarify that the Chevron Environmental Management Company (CEMC) or its successor or replacement entity must be available and responsible for profiling of the encountered soil or groundwater within the trench excavation.
4. Please clarify that CEMC (or its successor or replacement entity) will be responsible for the handling and disposal of any subsequently confirmed contaminated soil or groundwater encountered during NMWD’s excavation activities associated with water facilities repair or replacement activities within or near the Site, including the cost of such handling and disposal.

5. Soil and Groundwater Management Plan notifications: In addition to notifying the City of Novato, please also notify NMWD if CEMC is replaced by a successor or some other entity:

North Marin Water District
Attention: Engineering Department
P.O. Box 146
Novato, CA 94948

Thank you for consideration of these comments. At NMWD, the safety of our staff is paramount. Our overall mission is to provide high quality potable water to our customers at reasonable rates. Maintaining and upgrading the above and below ground water distribution system is a critical element of that mission, including assurances that our delivery systems are protected from negative environmental or anthropogenic impacts as well as compliance with all applicable state and federal regulations.

If you have any questions please contact me at 415-897-4133 or twilliams@nmwd.com.

Sincerely,



Pablo Ramudo
Water Quality Supervisor

Sincerely,

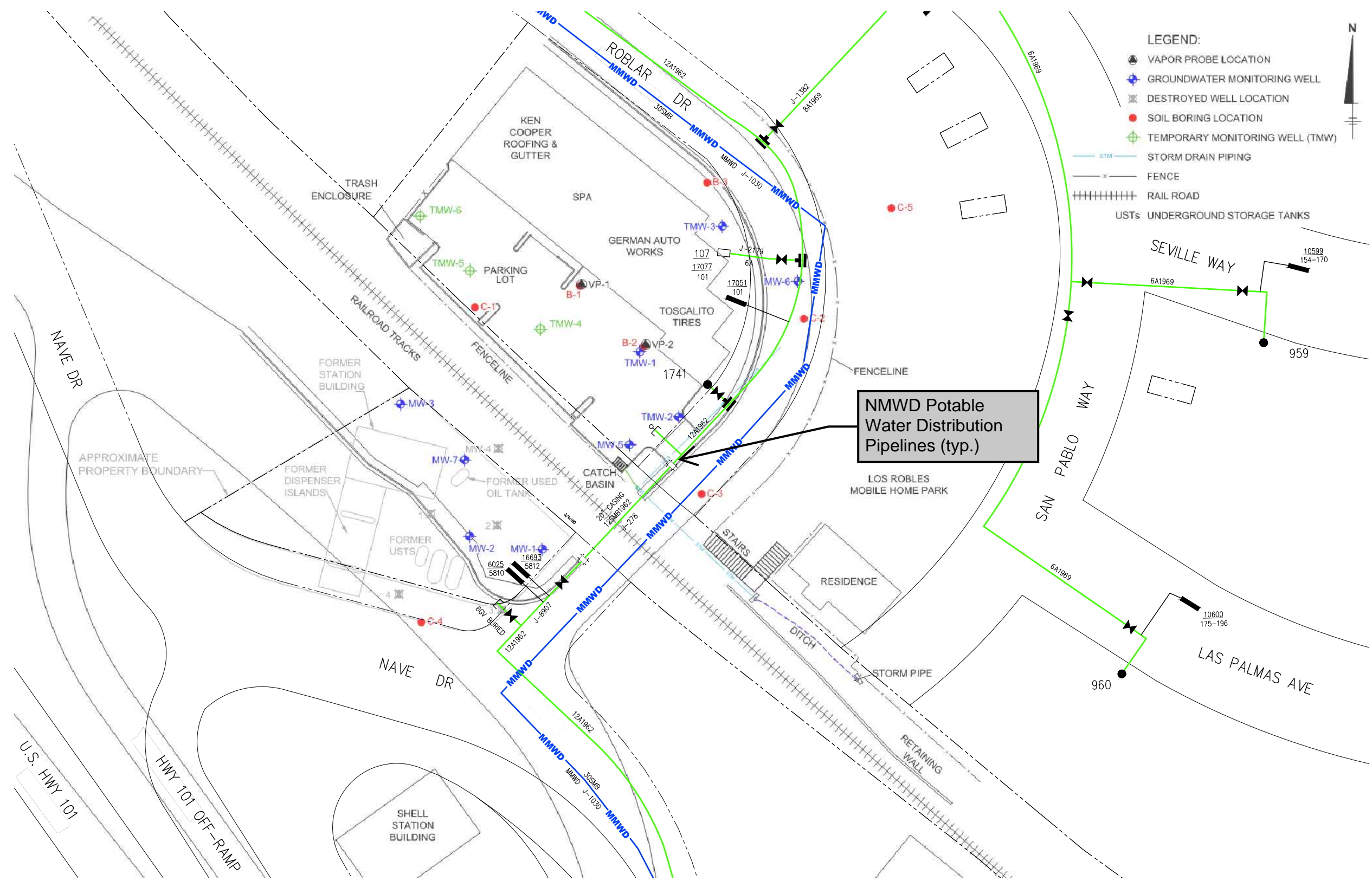


Anthony Williams, P.E., QSD
General Manager

Attachment: Exhibit A (Site Plan)

- c: Elena Joy Pelen, Marin District Division of Drinking Water
Craig Judson, Bold Polisner, Maddow, Nelson & Judson (NMWD Counsel)
Paul Sellier, Marin Municipal Water District
Chris DeGabriele, Interim Public Works Director, City of Novato
David Dammuller, Engineering Services Manager, City of Novato

Aug 14, 2023 - 2:36pm W:\JOB\FACILITY\Former Chevron Station_Site Map.dwg User: SDOVE



- LEGEND:**
- VAPOR PROBE LOCATION
 - GROUNDWATER MONITORING WELL
 - DESTROYED WELL LOCATION
 - SOIL BORING LOCATION
 - TEMPORARY MONITORING WELL (TMW)
 - STORM DRAIN PIPING
 - FENCE
 - RAIL ROAD
 - USTs: UNDERGROUND STORAGE TANKS



- LEGEND:**
- ("T" TANK, GRAVITY ZONES)
 - ZONE 1
 - ZONE 2
 - ZONE 3
 - ZONE 4
- ("R" REGULATED ZONES)
- ZONE 1
 - ZONE 2
 - ZONE 3
 - ZONE 4
- ("H" HYDROPNEUMATIC ZONES)
- ZONE 1
 - ZONE 2
 - ZONE 3
 - ZONE 4
- RECYCLED WATER ABANDONED PIPE
- MMWD PIPELINE
- SCWA PIPELINE

NORTH MARIN WATER DISTRICT NOVATO, CALIFORNIA			
FORMER CHEVRON STATION SITE MAP			
DRAWN BY: SD	DATE: 8/14/23	DESIGNED BY: TW	DATE: 8/14/23
REVISED BY:	DATE:		DRAWING NO. FIGURE 1

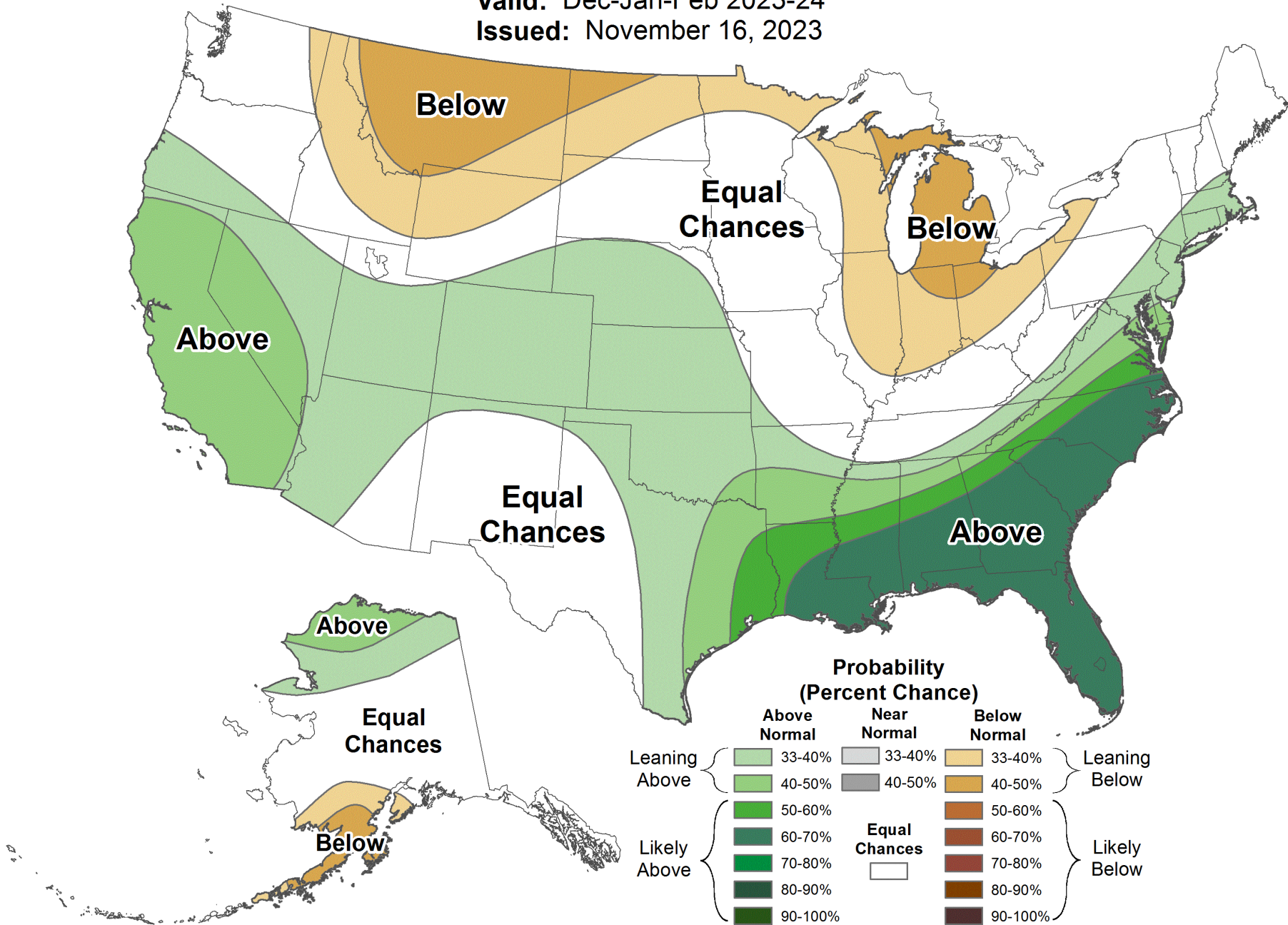


Seasonal Precipitation Outlook



Valid: Dec-Jan-Feb 2023-24

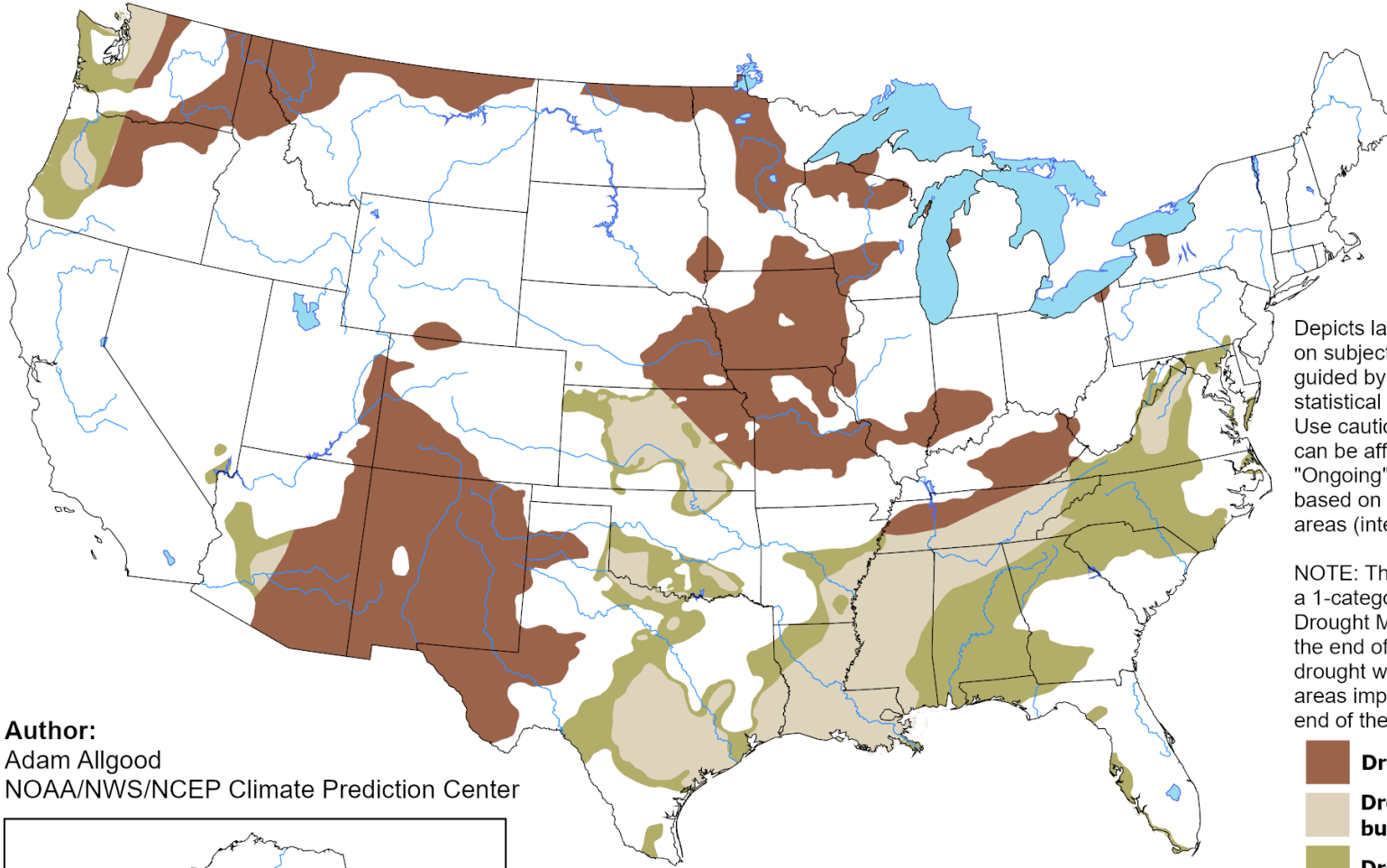
Issued: November 16, 2023



U.S. Seasonal Drought Outlook

Valid for November 16, 2023 - February 29, 2024
 Drought Tendency During the Valid Period

Released November 16, 2023

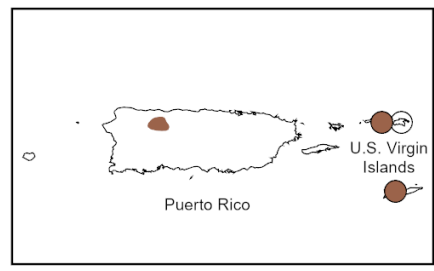
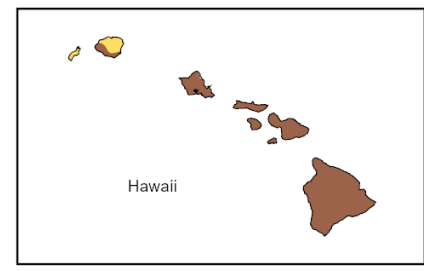
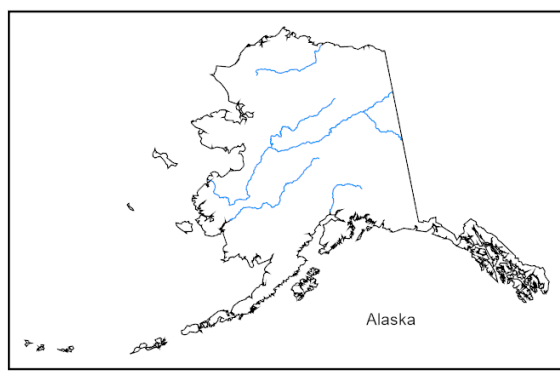


Depicts large-scale trends based on subjectively derived probabilities guided by short- and long-range statistical and dynamical forecasts. Use caution for applications that can be affected by short lived events. "Ongoing" drought areas are based on the U.S. Drought Monitor areas (intensities of D1 to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

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

Author:
 Adam Allgood
 NOAA/NWS/NCEP Climate Prediction Center



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

Administrator hires key as county, Novato face changes

The most important decision any city council member, county supervisor, school trustee or special purpose district director will make during their tenure is selection of their agency's full-time executive. Those professionals are called city managers, county executives, school superintendents and district general managers.

A lesson from government classes is that elected officials set policy and resolve disputes. They're the public sector equivalent of a corporation's board of directors. Those elected to serve are lightly paid (or unpaid) and are never full time. As in the private sector, the board selects a professional manager as day-to-day chief operating officer.

With the advice and oversight of the elected officials, the CEO runs the ship. That professional hires and fires department chiefs, carries out elected officials' policies and sees that finances are in order.

Most professional municipal and school managers have university training in public management and finance. For special purpose districts, experience in the agency's mission is essential.

The Novato City Council will soon be tested by how well it selects a new city manager. Its current top executive, Adam McGill, who was Novato's police chief before serving as city manager, just resigned. In recent decades, Novato has gone through that drill more often than most Marin governmental entities. High turnover is a sign to potential recruits that a town is trouble; a negative when recruiting top-notch talent.

There is an informal telegram connecting California city managers, county administrators and school superintendents. They're aware of each governments' reputation. Some places are noted as ideal to finish a career. Others are burdened with rumors that town councils or school boards are "difficult." Some jurisdictions face intractable problems or poor finances. Those places pay top dollars to obtain the pick of the litter.

Marin's county supervisors face a similar task upon the resignation of highly regarded county administrator Matthew Hymel. Supervisors made the recruitment easier by finally changing the title of county "administrator" to county "executive."

The city-county manager model was a post-World War II reform. In pre-war days, many bailiwicks, including Marin, were run by a "courthouse gang." Composed of elected officials

and their cronies, financial shenanigans were inevitable.

Traditionally, a county administrator deferred to elected officials when it came to selecting department heads. A “county executive” denotes a professional who is truly the top manager. Marin has informally operated under the modern manager model. The move to formalize the distinction was a good sign.

The key is for council members and county supervisors to perform thorough due diligence prior to selecting their new executive. That requires in-person visits to the candidate’s community and talks with elected officials and community leaders to learn the scuttlebutt is about the potential new hire. That person must be professionally qualified, able to work with current elected officials and be a good fit for the town, county or district.

With a few exceptions, Marin’s local governments have enjoyed excellent management. Select the right town manager or county executive and blue skies are forecast. Make the wrong call, and stormy weather is ahead.

When people take the witness stand, they are sworn to “tell the truth, the whole truth, and nothing but the truth.” When the Metropolitan Transportation Commission says that opening the Richmond-San Rafael Bridge’s upper deck bike lane did not increase congestion, they are telling the truth, misleading as it is.

The whole truth is that before millions were spent constructing a lightly used bikeway across the windy span, the upper deck’s “third lane” wasn’t open to traffic. It was used solely for bridge maintenance and emergency pull-offs. There was no traffic to increase.

Truthfully, opening a third upper deck westbound lane for autos, buses and trucks will decrease congestion, limit pollution from backed up vehicles and ease working folks’ transbay commute.

Columnist Dick Spotswood of Mill Valley writes on local issues Sundays and Wednesdays. Email him at spotswood@comcast.net.

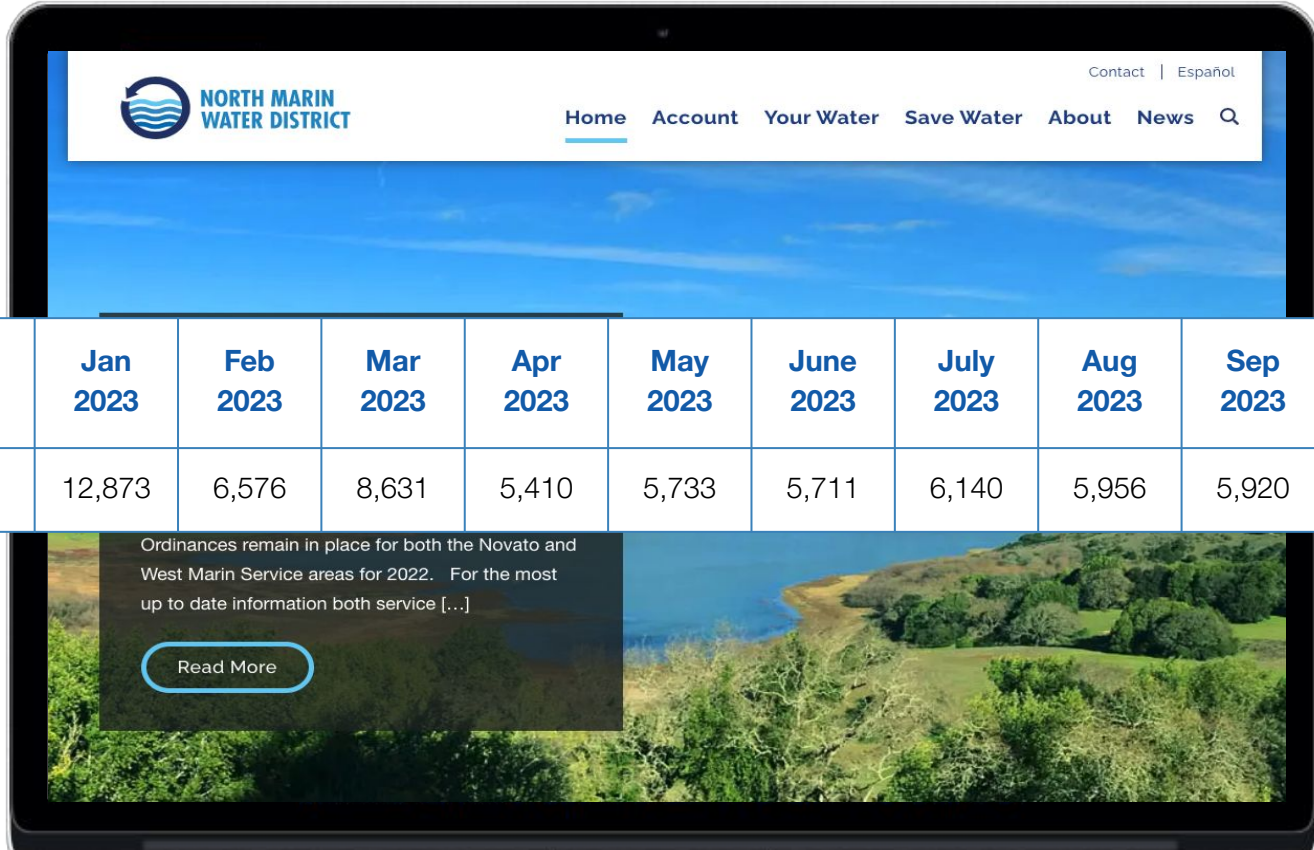


**NORTH MARIN
WATER DISTRICT**

Web & Social Media Report

October 2023

Website Statistics






	Dec 2022	Jan 2023	Feb 2023	Mar 2023	Apr 2023	May 2023	June 2023	July 2023	Aug 2023	Sep 2023	Oct 2023
2022/ 23 Visitors	6,823	12,873	6,576	8,631	5,410	5,733	5,711	6,140	5,956	5,920	6,382

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

	Dec-2022	Jan-2023	Feb-2023	Mar-2023	Apr-2023	May-2023	Jun-2023	Jul-2023	Aug-2023	Sep-2023	Oct-2023
 Facebook Followers	2,095	2,172	2,202	2,243	2,300	2,322	2,363	2,390	2,416	2,436	2,454
 X (Twitter) Followers	76	110	112	113	120	121	122	122	122	123	124
 Instagram Followers	735	748	759	774	794	808	822	835	841	844	859



NMWD Most Visited Pages

Pages	Views
Home	6,057
Online Billing	2,879
My Water Usage (WaterSmart Portal)	1,170
2023 Survey	384
What Is An Acre Foot?	286
Contact	224
Meetings 2023	213
Employment Opportunities	190
About NMWD	169
Low-Income Rate Assistance (LIRA) Program	153





October Social Media Highlights | Facebook



486 people reached | 136 engagements



369 people reached | 54 engagements

Engagements include likes, reactions, clicks and comments

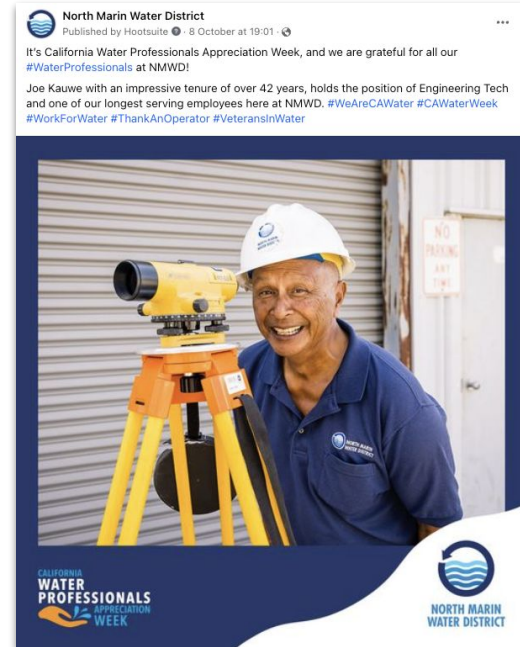




October Social Media Highlights | Facebook



94 people reached | 5 engagements



252 people reached | 19 engagements

Engagements include likes, reactions, clicks and comments





October Social Media Highlights | Facebook



194 people reached | 14 engagements



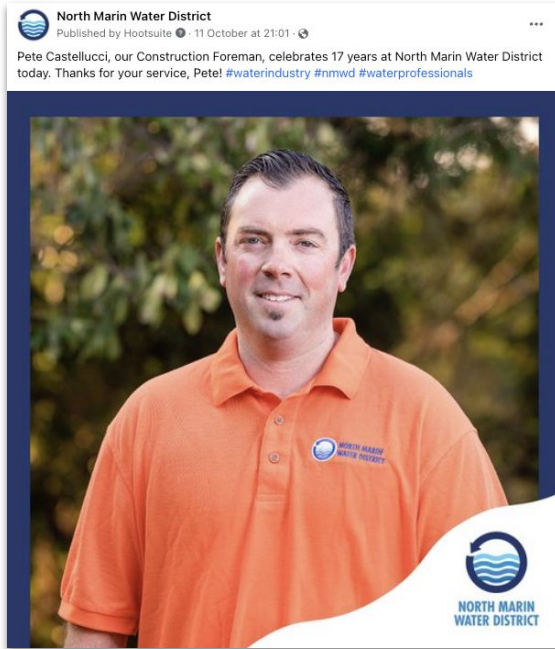
199 people reached | 20 engagements

Engagements include likes, reactions, clicks and comments





October Social Media Highlights | Facebook



359 people reached | 28 engagements



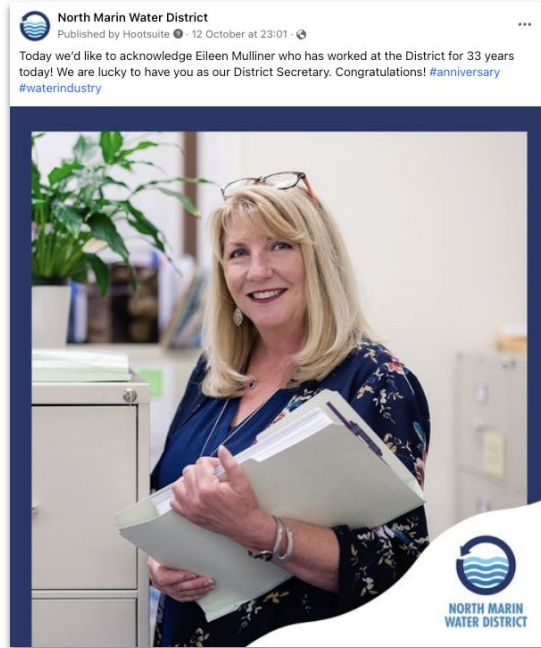
106 people reached | 11 engagements

Engagements include likes, reactions, clicks and comments

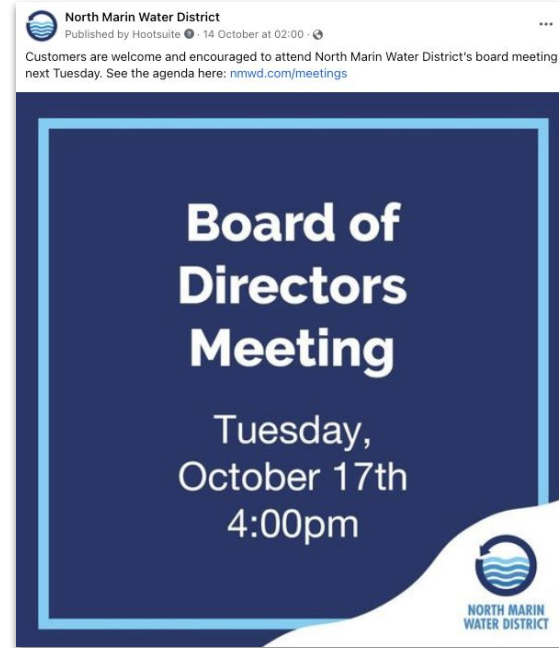




October Social Media Highlights | Facebook



236 people reached | 24 engagements



156 people reached | 15 engagements

Engagements include likes, reactions, clicks and comments

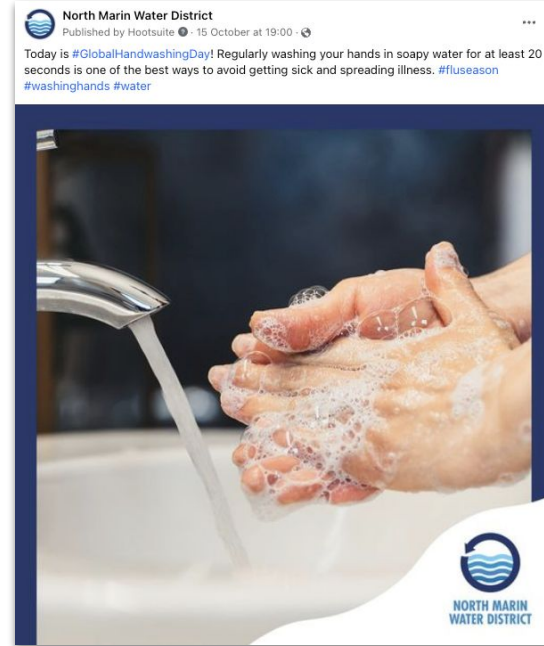




October Social Media Highlights | Facebook



220 people reached | 31 engagements



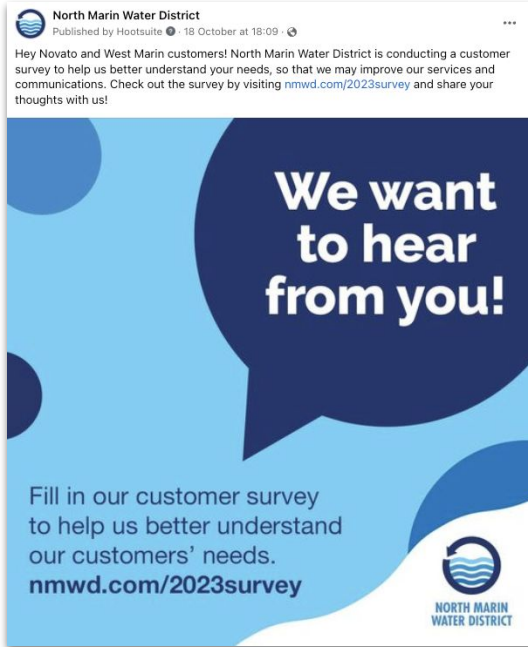
109 people reached | 2 engagements

Engagements include likes, reactions, clicks and comments





October Social Media Highlights | Facebook



213 people reached | 18 engagements



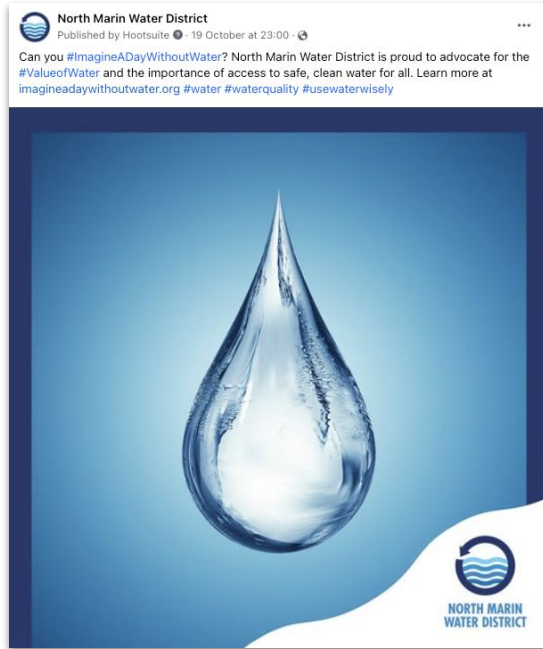
368 people reached | 34 engagements

Engagements include likes, reactions, clicks and comments





October Social Media Highlights | Facebook



69 people reached | 1 engagement



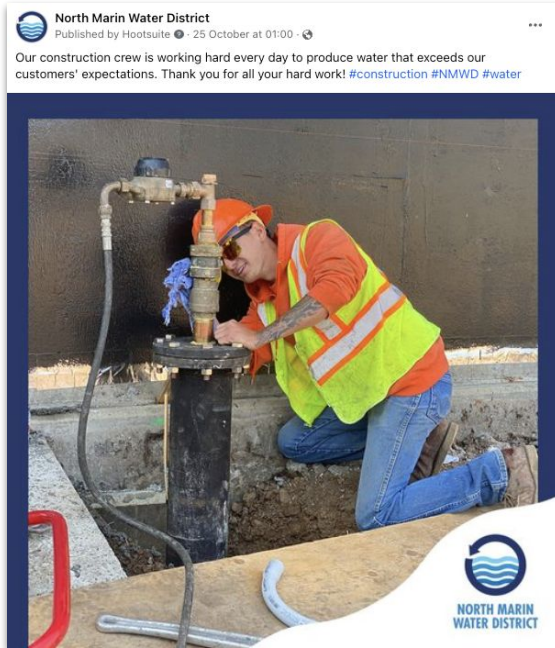
249 people reached | 27 engagements

Engagements include likes, reactions, clicks and comments

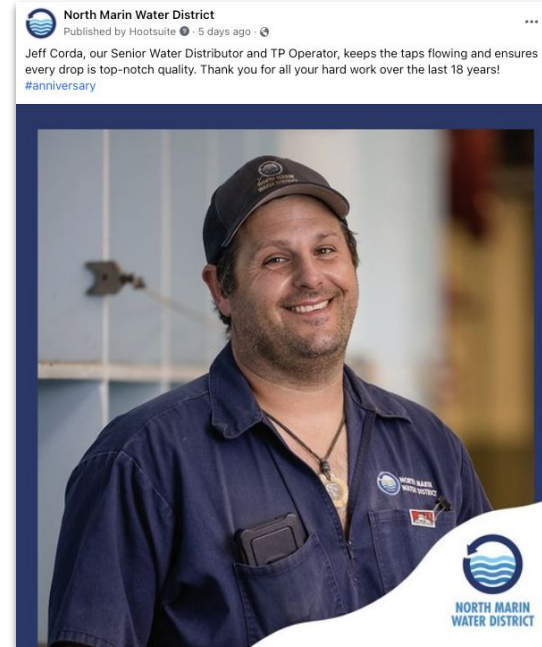




October Social Media Highlights | Facebook



240 people reached | 20 engagements



1,815 people reached | 529 engagements

Engagements include likes, reactions, clicks and comments





October Social Media Highlights | Facebook



193 people reached | 5 engagements



131 people reached | 7 engagements

Engagements include likes, reactions, clicks and comments





October Social Media Highlights | X (Twitter)

 **North Marin Water District** @NorthMarinWater · Oct 2 ...

Today our Water Quality Supervisor, Pablo Ramundo (20 years), Distributor and TP Supervisor, Brad Stompe (26 years), and Pipeline Foreman, Adam Breit (12 years) are celebrating milestones at North Marin Water District. Thank you all for your service and expertise! [#anniversary](#)



The collage features three images: a large portrait of Pablo Ramundo on the left, a photo of Brad Stompe in a blue polo shirt standing next to water treatment equipment in the top right, and a photo of Adam Breit in an orange polo shirt and a grey baseball cap in the bottom right. Each photo has a small North Marin Water District logo in the bottom right corner.

 **North Marin Water District** @NorthMarinWater · Oct 4 ...

Today, we are celebrating another milestone at the North Marin Water District! Ryan Grisso, our Water Conservation Coordinator, has been with the District for 17 years! Thank you for everything you do. [#waterprofessional](#) [#anniversary](#) [#waterindustry](#)



The photo shows Ryan Grisso, a man with a grey beard and short hair, wearing a dark blue jacket with the North Marin Water District logo on the chest. He is smiling and standing outdoors with green foliage in the background. A small North Marin Water District logo is visible in the bottom right corner of the photo.





October Social Media Highlights | X (Twitter)



North Marin Water District @NorthMarinWater · Oct 7

It's California Water Professionals Appreciation Week, and we are grateful for all our [#WaterProfessionals](#) at NMWD!

Dan Garrett and Roy Foster wear protective suits and masks as they inspect the chlorine tanks at the NMWD Treatment Plant. [#WeAreCAWater](#) [#CAWaterWeek](#)



CALIFORNIA
WATER
PROFESSIONALS
APPRECIATION
WEEK



NORTH MARIN
WATER DISTRICT



North Marin Water District @NorthMarinWater · Oct 8

It's California Water Professionals Appreciation Week, and we are grateful for all our [#WaterProfessionals](#) at NMWD! Joe Kauwe with an impressive tenure of over 42 years, holds the position of Engineering Tech and one of our longest serving employees here at NMWD. [#WeAreCAWater](#)



CALIFORNIA
WATER
PROFESSIONALS
APPRECIATION
WEEK



NORTH MARIN
WATER DISTRICT





October Social Media Highlights | X (Twitter)



North Marin Water District @NorthMarinWater · Oct 10

It's California Water Professionals Appreciation Week, and we are grateful for all our [#WaterProfessionals](#) at NMWD! Susan Dove, an Engineering Tech, can be seen meticulously organizing "as-built" plans for a recently finished project. [#WomenInWater](#) [#WaterEngineer](#) [#CAWaterWeek](#)



FOR
WATER
PROFESSIONALS
APPRECIATION
WEEK



North Marin Water District @NorthMarinWater · Oct 11

It's California Water Professionals Appreciation Week! Robert Clark is our head of Operations. Robert manages the supply, distribution and water quality for Novato and the West Marin communities, and oversees all "above-ground" maintenance for the District. [#WeAreCAWater](#)



FOR
WATER
PROFESSIONALS
APPRECIATION
WEEK





October Social Media Highlights | X (Twitter)

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

Pete Castellucci, our Construction Foreman, celebrates 17 years at North Marin Water District today. Thanks for your service, Pete! [#waterindustry](#) [#nmwd](#) [#waterprofessionals](#)



 **North Marin Water District** @NorthMarinWater · Oct 12

Today, we celebrate our General Manager, Tony Williams, at the North Marin Water District. As Tony marks another year of dedicated service and leadership, we are grateful for his unwavering commitment to ensuring clean water for our community. [#anniversary](#) [#waterindustry](#)





October Social Media Highlights | X (Twitter)

 **North Marin Water District** @NorthMarinWater · Oct 12 ...

Today we'd like to acknowledge Eileen Mulliner who has worked at the District for 33 years today! We are lucky to have you as our District Secretary. Congratulations! #anniversary #waterindustry




NORTH MARIN
WATER DISTRICT

 **North Marin Water District** @NorthMarinWater · Oct 14 ...

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, October 17th
4:00pm


NORTH MARIN
WATER DISTRICT





October Social Media Highlights | X (Twitter)

 **North Marin Water District** @NorthMarinWater · Oct 14 ...

It's California Water Professionals Appreciation Week! In the photo above, Kent LeBrun, our Maintenance Supervisor, is captured performing regular maintenance inspections at the San Marin Pump Station. [#WeAreCAWater](#) [#CAWaterWeek](#) [#WorkForWater](#) [#ThankAnOperator](#)



 **North Marin Water District** @NorthMarinWater · Oct 15 ...

Today is [#GlobalHandwashingDay](#)! Regularly washing your hands in soapy water for at least 20 seconds is one of the best ways to avoid getting sick and spreading illness. [#fluseason](#) [#washinghands](#) [#water](#)











October Social Media Highlights | X (Twitter)

 **North Marin Water District** @NorthMarinWater · Oct 18

Hey Novato and West Marin customers! NMWD is conducting a customer survey to help us better understand your needs, so that we may improve our services and communications. Check out the survey by visiting nmwd.com/2023survey and share your thoughts with us!

We want to hear from you!

Fill in our customer survey to help us better understand our customers' needs.
nmwd.com/2023survey

 NORTH MARIN WATER DISTRICT

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

Today marks 8 years for our Program Assistant II, David Ladd! We are happy to have you on the team, congrats on the achievement!
[#anniversary](#) [#8years](#)




 NORTH MARIN WATER DISTRICT







October Social Media Highlights | X (Twitter)

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

Can you [#ImagineADayWithoutWater](#)? North Marin Water District is proud to advocate for the [#ValueofWater](#) and the importance of access to safe, clean water for all. Learn more at imagineadaywithoutwater.org [#water](#) [#waterquality](#) [#usewaterwisely](#)



NORTH MARIN
WATER DISTRICT

 **North Marin Water District** @NorthMarinWater · Oct 22 ...

Celebrating the powerhouse behind the scenes! Meet Jeff Sjoblom, our dedicated Heavy Equipment Operator at the North Marin Water District. Thank you for keeping our operations running smoothly and ensuring clean and reliable water for our community. [#anniversary](#) [#22years](#)



NORTH MARIN
WATER DISTRICT





October Social Media Highlights | X (Twitter)



North Marin Water District @NorthMarinWater · Oct 25

Our construction crew is working hard every day to produce water that exceeds our customers' expectations. Thank you for all your hard work!
[#construction](#) [#NMWD](#) [#water](#)



North Marin Water District @NorthMarinWater · Oct 26

Jeff Corda, our Senior Water Distributor and TP Operator, keeps the taps flowing and ensures every drop is top-notch quality. Thank you for all your hard work over the last 18 years! [#anniversary](#)





October Social Media Highlights | X (Twitter)

 **North Marin Water District** @NorthMarinWater · Oct 28 ...

California Fuchsias are beautiful & tough plants! These red to orange vibrant plants make for striking foliage. Plus, they are drought-tolerant and deer-proof. Perfect for your garden! [#plantofthefmonth](#) [#flowers](#) [#droughttolerant](#) [#fuchsias](#)



 NORTH MARIN WATER DISTRICT

 **North Marin Water District** @NorthMarinWater · Oct 30 ...

Did you know that North Marin Water District is conducting a customer survey to help us better understand your needs? The survey is intended to help us improve our services and communications. Visit nmwd.com/2023survey to take the 5 minute survey!



We want to hear from you!

Fill in our customer survey to help us better understand our customers' needs.
nmwd.com/2023survey

 NORTH MARIN WATER DISTRICT





October Social Media Highlights | Instagram



2 likes



12 likes

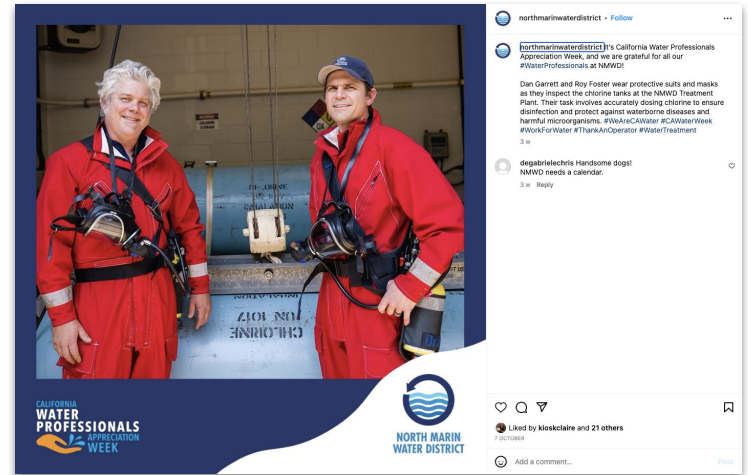




October Social Media Highlights | Instagram



24 likes



22 likes





October Social Media Highlights | Instagram



13 likes



14 likes





October Social Media Highlights | Instagram



15 likes

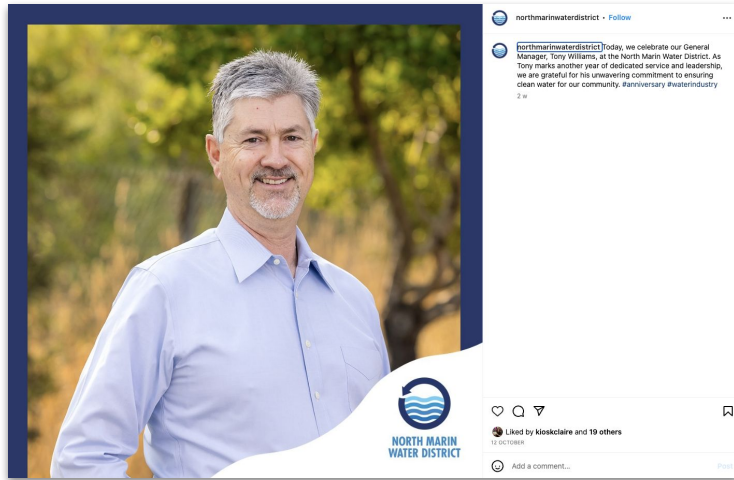


31 likes





October Social Media Highlights | Instagram



20 likes



22 likes





October Social Media Highlights | Instagram



12 likes



3 likes





October Social Media Highlights | Instagram



4 likes



3 likes





October Social Media Highlights | Instagram



12 likes

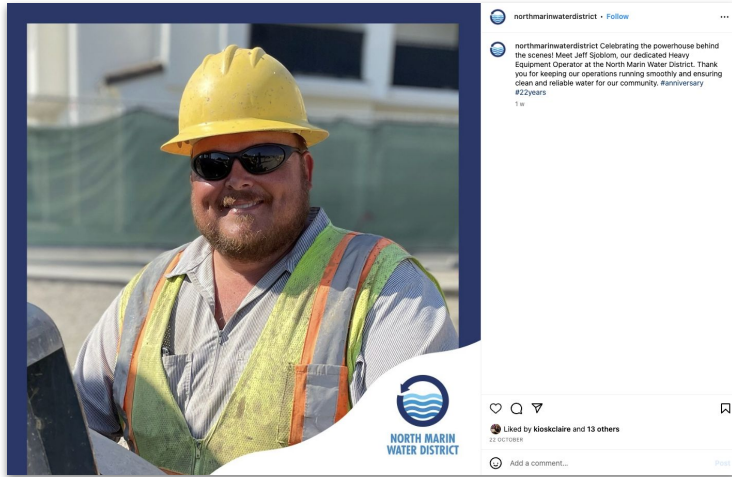


3 likes

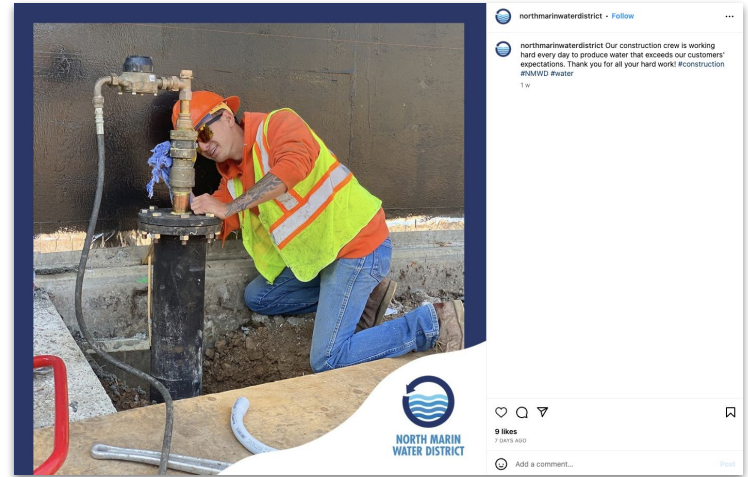




October Social Media Highlights | Instagram



13 likes

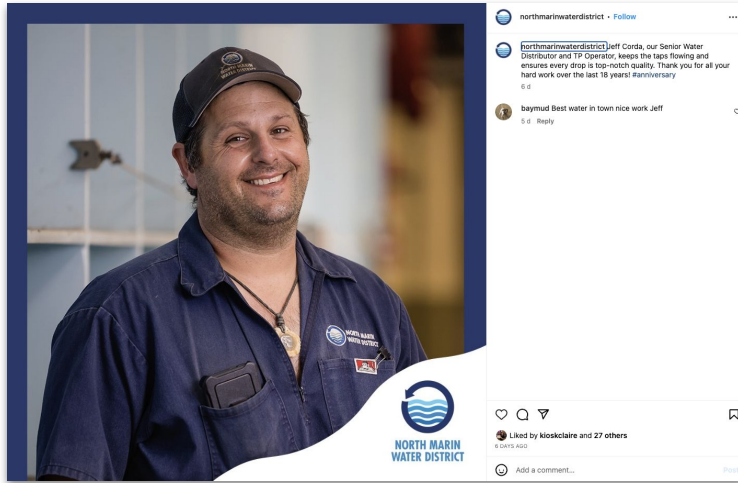


9 likes





October Social Media Highlights | Instagram



27 likes



5 likes





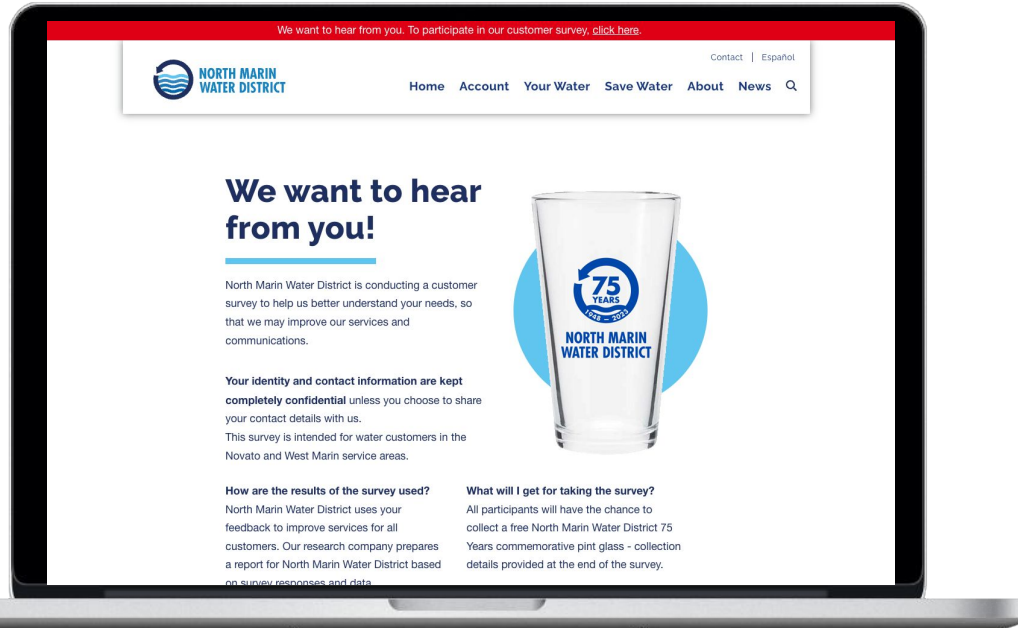
October Social Media Highlights | Instagram



1 like

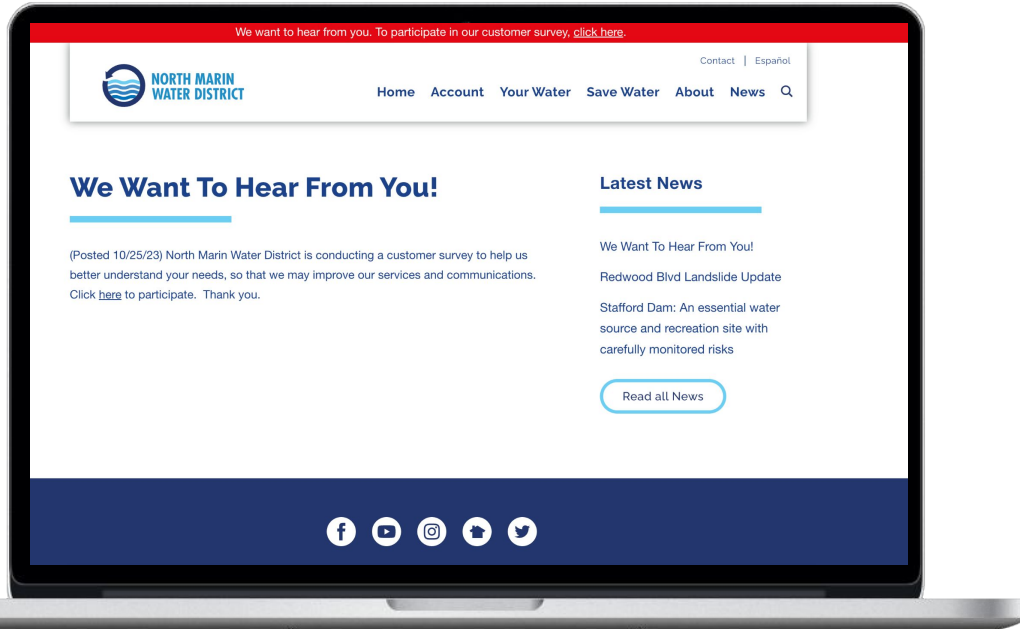


2023 Customer Survey



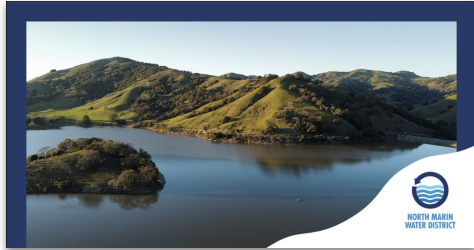
- Kiosk set the Customer Survey live on the [website](#).

October Web News Stories

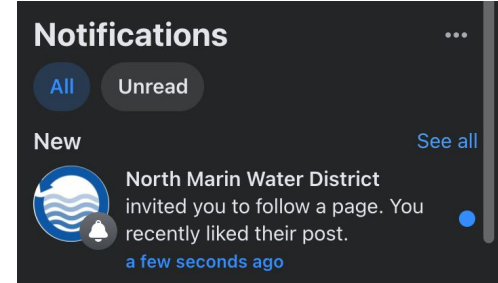


- [We Want To Hear From You!](#)

Facebook Likes Campaign - October Report



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




Spend in October 2023	Reach (Number of people who saw the ad)	Impressions	Results (New Page Likes)	Cost Per New Page Like
\$46.60	2,961	5,169	19	\$2.45

*This month, we were able to reach over **2,961** people with the Likes Campaign*



What's Next?

- Kiosk is working on a new workflow to ingest the SCADA data into the website
 - Summarize the 2023 Customer Survey questionnaire
 - Kiosk is working on redesigning and digitizing Rebate Application forms
 - Kiosk is updating the Spanish versions of the Water Quality Report for Novato and West Marin
 - Social posts will highlight the 2023 Customer Survey, as well as continuing to highlight employees on their work anniversaries and feature a 'plant of the month' in partnership with Home Ground Habitats
 - Kiosk continues to work with staff to get photos of construction and maintenance projects throughout Novato and West Marin
- 



Thank You

12

CLOSED SESSION ITEM

13

CLOSED SESSION ITEM

14

CLOSED SESSION ITEM