



**NORTH MARIN  
WATER DISTRICT**

**NORTH MARIN WATER DISTRICT  
AGENDA - REGULAR MEETING**  
March 5, 2024 – 4:00 p.m.  
Location: 100 Wood Hollow Dr., Suite 300  
Novato, California

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Item	Subject
	<b>CALL TO ORDER</b>
1.	<b>APPROVE MINUTES FROM REGULAR MEETING</b> , February 6, 2024
2.	<b>GENERAL MANAGER'S REPORT</b>
3.	<b>OPEN TIME: (Please observe a three-minute time limit)</b>  This section of the agenda is provided so that the public may express comments on any issues not listed on the agenda that are of interest to the public and within the jurisdiction of the North Marin Water District. When comments are made about matters not on the agenda, Board members can ask questions for clarification, respond to statements or questions from members of the public, refer a matter to staff, or direct staff to place a matter of business on a future agenda. The public may also express comments on agenda items at the time of Board consideration.
4.	<b>STAFF/DIRECTORS REPORTS</b>
	<b>ACTION CALENDAR</b>
5.	<b>Approve:</b> Implementation of District Regulation 4, Multiple Service
6.	<b>Approve:</b> Rainwater Catchment Rebate Enhancement
7.	<b>Approve:</b> Approval of Salary, Terms and Conditions of Employment – General Manager
8.	<b>Approve:</b> District Practice for Consent Items – Direction to Staff
	<b>INFORMATION ITEMS</b>
9.	FY 23/24 2 <sup>nd</sup> Quarter Financial Statement
10.	Proposed FY 24/25 Budget Review and Rate Hearing Schedule
11.	FY 2023/24 Mid-Year Progress Report – Engineering
12.	<b>MISCELLANEOUS</b> Disbursements – Dated February 8, 2024 Disbursements – Dated February 15, 2024 Disbursements – Dated February 22, 2024 Disbursements – Dated February 29, 2024 Monthly Progress Report Auditor-Controller's Monthly Report of Investments for December 2023 NOAA Seasonal Drought Outlook – February 15, 2024  <u>News Articles:</u> Marin IJ – City fills opening for public works department head - NOVATO Marin IJ – County fair theme planned on water-related subjects – JULY 3-7 Marin IJ – Water district adopts plan aimed at improving agency – MARIN MUNICIPAL Marin IJ – Marin to conduct emergency alert test on March 23 – REGISTERED USERS

<b>Item</b>	<b>Subject</b>
	Marin IJ – Building of ADUs receives new push – LOWER FEES
	Mendofever - PG&E’s Hesitation Casts Shadow on Eel-Russian River Diversion Plan – WATER
	<u>Social Media Posts:</u>
	NMWD Web and Social Media Report – January 2024

13. **ADJOURNMENT**

1

**DRAFT**  
**NORTH MARIN WATER DISTRICT**  
**MINUTES OF REGULAR MEETING**  
**OF THE BOARD OF DIRECTORS**  
February 6, 2024

**CALL TO ORDER**

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

District employees Chris Kehoe, Construction/Maintenance Superintendent, Robert Clark, Operations/Maintenance Superintendent, Ryan Grisso, Water Conservation Coordinator, Tim Fuelle, Senior Engineer, Jeff Tarantino of Fryer and Laureta, and Jeff Riley of WRA were also in attendance.

**MINUTES**

On the motion of Director Fraites, and seconded by Director Petterle, the Board approved the minutes from the January 16, 2024 regular meeting as presented by the following vote:

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

NOES: None

ABSENT: None

ABSTAIN: None

On the motion of Director Joly, and seconded by Director Fraites, the Board approved the minutes from the January 23, 2024 special meeting as presented by the following vote:

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

NOES: None

ABSENT: None

ABSTAIN: None

**GENERAL MANAGER'S REPORT**

Tony Williams told that Board that in January he attended the first meeting of the new Eel River Project Authority (ERPA) and said it was a good kick off meeting and there were good presentations. Two county supervisors are on the Board, one being David Rabbitt, also two members from the Mendocino County Inland Water and Power Commission and a member of the Round Valley Indian Tribes. He said that ERPA has their website up and running.

Mr. Williams also said that Governor Newsom has released his salmon strategy which includes how to recover critical species and it mentions the Potter Valley Project.



1 Mr. Williams informed the Board that an inspector from the State Division of Safety of Dams  
2 came and performed the annual inspection of Stafford Dam and found nothing to change the dam's  
3 safety certification. Mr. Williams, Eric Miller and Brad Stompe attended the inspection.

4 Mr. Williams mentioned the homeowner, Regina Rus, who wants to build an ADU on her  
5 property at 715 Eucalyptus, who had come to a previous Board meeting. He said that she has been  
6 in contact with Eric Miller and because there are some legal aspects to the request related to her  
7 project, this item will be brought to the March 5 Board meeting and Carl Nelson, District legal  
8 counsel, will be available via telephone if necessary.

9 Mr. Williams said that the Stafford Dam had started spilling on Sunday, February 4. He said  
10 that the rain totals from the County's Center Road Tank gauge from Friday through Sunday was  
11 over 5.5", adding to the January 31 total of 9.3" since October. He mentioned that the winds out at  
12 Dillon Beach had been calculated at over 60 mph.

13 Director Joly asked if the storms have had any affect on the aqueduct and Mr. Williams said  
14 no, the hillside repair by Caltrans has held up well, including the upper slope and retaining wall.

15 Claire Garvie and Camille Milliner of Kiosk joined the meeting.

#### 16 **OPEN TIME**

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

#### 19 **STAFF/DIRECTORS REPORTS**

20 Robert Clark told the Board that the pump in Oceana Marin pumped a record amount of  
21 water in one day of 115,000 gallons. He said that we are currently doing a TV inspection of the  
22 collection system looking to see where the most infiltration is in the system. He said he will bring  
23 back findings at a later date. Mr. Clark said that in Point. Reyes, on February 4, around 3:00 pm,  
24 power was lost. Fortunately, there was enough water in the system till Monday morning. The crew  
25 took generators out there in case they were needed but the power was back on later in the  
26 afternoon. He said we were able to run the treatment plant later in the afternoon to pump back to  
27 the tanks. Currently, the PRE facilities still have no power. Mr. Clark said that a section of PG&E  
28 power lines over Drakes View had been severed by a tree. He said that Novato had no power  
29 issues but a generator had been set up at Eagle Drive hydropneumatics system just in case.

30 Director Joly asked Eric Miller if there have been any further delays at the Administration and  
31 Lab Upgrade project due to the weather and Mr. Miller said that there had been some new roof  
32 leaks but the contractor was addressing them.

#### 33 **CONSENT CALENDAR**

34 Director Joly asked that The NMWD Administration and Laboratory Upgrade Project –  
35 Architectural and Construction Management Services Contract Amendments be removed from the  
36 Consent Calendar and moved to the Action Calendar.

1 **ON-CALL PROFESSIONAL SERVICES AGREEMENTS – LAND SURVEYING**

2 On the motion of Director Joly, and seconded by Director Fraites, the Board approved this  
3 consent item by the following vote:

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

5 NOES: None

6 ABSENT: None

7 ABSTAIN: None

8 A Request for Proposal was issued for on-call professional land surveying support services.  
9 Four proposals were received and CSW/Stuber-Stroeh Engineering Group and Cinquini &  
10 Passarino were determined to be the best fit our needs out of the four qualified firms. Each firm will  
11 have a consulting services agreement with the District.

12 **ACTION CALENDAR**

13 **NMWD ADMINISTRATION AND LABORATORY UPGRADE PROJECT – ARCHITECTURAL AND**  
14 **CONSTRUCTION MANAGEMENT SERVICES CONTRACT AMENDMENTS**

15 Director Joly said that he would request a dollar limit for consent items. He said he feels  
16 customers would want the Board to scrutinize how the District’s money is spent. He said that for a  
17 new expenditure, even if it is in the plan, if it is more than \$100,000 it should on the Action Calendar.  
18 Director Petterle said he feels that perhaps this should be a guideline but not necessarily a policy.  
19 He reminded Director Joly that if it is on the agenda it can be pulled off of the Consent Calendar and  
20 moved to an Action item. He said that he is not sure a dollar limit is necessary, that it could be just  
21 the item in general. Tony Williams said this item specifically is needed and not controversial and  
22 that is why it was on the Consent Calendar but noted that the Directors have the discretion to  
23 remove any item off Consent. Director Joly said he feels that there should be more dialog on this.

24 Director Eichstaedt said he was concerned that the consultants’ billings were 80% over their  
25 original contracts but if there is anything that can be done to get the last phase of the project done  
26 on time that would be helpful. He said we should put some responsibility on the Construction  
27 Manager and feels that this might not be the last time we see this. He asked where we are on the  
28 project budget. Julie Blue said that information will be provided at the next project update. Eric  
29 Miller said the capital costs are at \$11.4M, and projected through the end of the construction will be  
30 an additional \$5.4M, a combined total of \$16.8M. Director Joly asked what the loan amount was  
31 and Julie said \$20M. He also asked where the original cap was thought to be and Julie said around  
32 \$16M.

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

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

1 NOES: None  
2 ABSENT: None  
3 ABSTAIN: None

4 **APPROVE: LYNWOOD PUMP STATION REPLACEMENT PROJECT – REQUEST FOR**  
5 **AUTHORIZATION TO CONDUCT CEQA PUBLIC REVIEW**

6 Tim Fuelle and Jeff Tarantino of Fryer & Laureta gave a presentation of the CEQA findings  
7 for the Lynwood Pump Station Replacement Project. Mr. Fuelle said that Freyer & Laureta is the  
8 project design lead but other consultants that have input on the project are CE&G (geotechnical)  
9 Beecher Engineering (electrical/instrumentation/controls), WRA Environmental Consultants (CEQA  
10 and permitting), and Advanced Hydro Engineering (hydraulic modeling). Mr. Fuelle said the project  
11 objectives are the need to improve reliability, enhance operability and, meet future needs. Mr. Fuelle  
12 said the pump station is no longer appropriately positioned in the service area as the Hamilton area  
13 was added after the pump station was built. Five different sites were looked at, one on Sunset, one  
14 on Ignacio Blvd, and the other three on C St, Main Gate, and Bolling Circle in Hamilton. Director  
15 Joly asked when the pump station was originally built and Mr. Fuelle said around 1963 (1966 as  
16 verified post- meeting). Director Joly also asked how many zones does the distribution system have  
17 and Mr. Fuelle said four. Mr. Fuelle then turned the presentation over to Jeff Tarantino, who then  
18 went over the alternative site locations for the new pump station. A comparison was done of all the  
19 alternatives. He said that Alternatives D & E, both located at the Ignacio Blvd site, seem to be the  
20 best to meet all the criteria and were the most cost effective. He also said that a Mitigated Negative  
21 Declaration (MND) is the appropriate approach to comply with CEQA and that any potential impacts  
22 can be mitigated. He said they will do a public information meeting to go over the project. Director  
23 Joly asked about the stakeholders, to make sure all nearby neighbors are invited. Mr. Tarantino  
24 said that they would be. Director Joly asked Jeff Riley of WRA if an MND is a sufficient CEQA  
25 approach and Mr. Riley said yes. Director Fraites asked if the pump station would be above or  
26 underground and Mr. Tarantino said it will be above ground. Director Petterle asked if the Board  
27 would receive parts of the Initial Study and MND and Mr. Riley said yes, they will. It was noted that  
28 there will be an architectural consultant for the project to help design the look of the pump station  
29 structure. Director Eichstaedt asked if the land cost is comparable for each location as well as the  
30 long-term energy cost as each location, is there an advantage to any one site. Mr. Fuelle responded  
31 that land costs should be comparable because most of these sites are either owned by the City of  
32 Novato or Novato Unified School District; however, the solicitation process will not begin until the  
33 CEQA process is complete. Mr. Fuelle responded that the long-term operational costs are similar  
34 and are reported in the engineering assessment report that will be circulated in conjunction with the  
35 CEQA documents. The Board was told the design could be completed by early 2025 and the new

1 pump station to be up and running in 2026. Director Joly noted that it was a good presentation and  
2 thanked Mr. Fvette. Mr. Tarantino and Mr. Riley left the meeting.

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

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

6 NOES: None

7 ABSENT: None

8 ABSTAIN: None

9 **APPROVE: BID ADVERTISEMENT FOR NMWD HQ RW EXTENSION FROM REDWOOD BLVD**

10 Eric Miller explained the scope of work for the recycled water extension from Redwood Blvd.  
11 to 999 Rush Creek Place. He said the pipe would go through an abandoned PG&E pipe that runs  
12 under the railroad tracks. Director Fraites asked if the recycled water was going into the large silver  
13 tank outside the new administration building. Mr. Miller said that that tank will be for rainwater  
14 harvesting. When that tank runs dry, we can turn to using recycled water. Director Petterle said that  
15 he liked that an employee was recognized in the Board memo, specifically Joe Kauwe in this case.

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

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

19 NOES: None

20 ABSENT: None

21 ABSTAIN: None

22 **APPROVE: CONSULTANT AGREEMENT WITH KIOSK FOR INTERIM STRATEGIC PLANNING**  
23 **SUPPORT**

24 Tony Williams said Kiosk Communications would be giving a presentation for the next  
25 agenda item. This item includes an agreement to assist with the interim steps for the 5-year  
26 strategic plan, including gathering data, look at the District organizational structure. He said that  
27 there will be a separate agreement with Kiosk for this work aside from the one we currently have  
28 with them for communications.

29 The proposed scope from Kiosk begins with a meeting with the General Manager and senior  
30 staff to go over the process. An employee survey will then be prepared and, after that, conduct  
31 interviews with six staff members from the different departments, Board members, and management  
32 team leaders. The organizational structure will be reviewed and recommendations made. Kiosk will  
33 then review the information gathered and provide a report to the General Manager identifying key  
34 themes and focus areas and another report on the organization structure review and  
35 recommendations.

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

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

4 NOES: None

5 ABSENT: None

6 ABSTAIN: None

7 **INFORMATION ITEMS**

8 **RESULTS OF NOVEMBER 2023 CUSTOMER SURVEY**

9 Ryan Grisso noted that one thing Kiosk did in relation to the strategic plan was conduct a  
10 customer survey late last calendar year. He turned it over to Claire Garvie of Kiosk for the  
11 presentation of the survey results. Ms. Garvie said there were 13 questions on the survey which  
12 covered service satisfaction, water use/conservation, rebates, future reliability, and future priorities,  
13 and a total of 808 responses were received. A branded 75-year pint glass was offered to those who  
14 completed the survey. Director Joly asked if they were surprised that the responses were overall  
15 positive. Ms. Garvie said the survey was promoted via the Waterline, social media, an email link  
16 sent to customers, the District website, and a web news story. Director Eichstaedt asked if this went  
17 to West Marin customers as well and the answer was yes but there was only one response.  
18 Director Joly asked how often we have been on the radio in West Marin and Mr. Williams said that  
19 he has been on three times. Director Joly asked Camille Milliner of Kiosk what social media  
20 platforms are used and she said Facebook, Instagram and X (formerly Twitter). Director Petterle  
21 thanked Kiosk. Director Eichstaedt said he thought he survey was great. The rest of the Board  
22 thanked Claire and Camille, who then left the meeting.

23 **FY 2023/24 MID-YEAR PROGRESS REPORT – WATER CONSERVATION & PUBLIC**  
24 **COMMUNICATION**

25 Ryan Grisso went over the mid-year progress report for Water Conservation and Public  
26 Communication. He said that washer rebates have increased but Cash for Grass rebates have  
27 decreased which was a similar trend in 2017. Mr. Grisso also said that rebate applications have  
28 been modernized to an online form. He said that paper forms are still available but that it is easier to  
29 fill them out online. He noted that we will continue to update the website and push information out.  
30 Mr. Grisso said that we will continue with the Fall Waterline but we may do email blasts in the future  
31 instead since the survey showed a majority of respondents preferred email. He told the Board that  
32 the District will be at the Marin County Fair, the last time we were a part of it was in 2002. An article  
33 will be coming out in the Marin IJ soon about it.

34 The Board thanked Mr. Grisso who then left the meeting.

35

1 **NBWA MEETING – FEBRUARY 2, 2024**

2 Director Fraites said that the North Bay Water Association group met at the Central Marin  
3 Sanitary Agency. He said that there was a presentation given by Warner Chabot of the San  
4 Francisco Estuary Institute, Aquatic Science Center, and that climate change and sea level rise was  
5 the topic.

6 **MISCELLANEOUS**

7 The Board received the following miscellaneous items: Disbursements dated January 18,  
8 January 25 and February 1, 2024, NOAA Three-Month Outlook Precipitation Probability- January 18,  
9 2024, NOAA Seasonal Drought Outlook – January 31, 2024 and Water Affiliates Group – Center for  
10 Western Weather and Water Extremes.

11 The Board received the following news articles: Marin IJ – Plan for 130 residences wins  
12 council’s approval – NOVATO, Water agency goal focuses on employees, customers - MARIN  
13 MUNICIPAL, City seeks bids for overhaul of bridge – NOVATO, Candidates have wide differences in  
14 politics, issues - DISTRICT 4 SUPERVISOR, Water District reservoirs all reach 100% capacity –  
15 MARIN MUNICIPAL, CalMatters – California regulators want to spend billions to reduce a fraction of  
16 water usage.

17 **CLOSED SESSION**

18 President Baker adjourned the Board into closed session at 6:00 p.m. after a short recess  
19 for a conference with Labor Negotiators in accordance with Government Code Section 54957.6. The  
20 Agency designated representative present was Christopher Boucher of Boucher Law and General  
21 Manager’s compensation was discussed. At 6:20 p.m. the General Manager, Tony Williams joined  
22 the meeting.

23 **OPEN SESSION**

24 Upon returning to regular session at 6:34 p.m., President Baker stated that no reportable  
25 action had been taken during Closed Session.

26 **ADJOURNMENT**

27 President Baker adjourned the meeting at 6:35 p.m.

28 Submitted by  
29  
30 Eileen Mulliner  
31 District Secretary  
32  
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**4**

**5**

**MEMORANDUM**

To: Board of Directors *EM* Date: March 5, 2024  
From: Eric Miller, Assistant General Manager/Chief Engineer  
Subj: Implementation of District Regulation 4, Multiple Service  
R:\CHIEF ENGMILLER\ADU\BOD memos\2024 0305 BOD memo Reg4 for ADUs.doc

**RECOMMENDED ACTION:** The Board provide direction to staff on implementation of District Regulation 4, Multiple Service

**FINANCIAL IMPACT:** Unknown at this time

**Background**

The District customer that owns the parcel known as 715 Eucalyptus Avenue (property owner) spoke during Open Time at the January 16, 2024 Board meeting requesting the Board reconsider staff's interpretation of District Regulation 4, Multiple Services, as it relates to their accessory dwelling unit (ADU) project. Specifically, the property owner's request was that the District waive the requirement to install a new and separate water meter to serve their proposed ADU on the basis that they intend to rent the ADU as a low-income housing unit.

In general, Engineering staff receives regular inquiries regarding implementation of District Regulations, ADU requirements, and associated costs. The purpose of this item is to be responsive to the property owner that the Board consider their request, and also to provide additional information to the Board on California Legislation and District Regulations related to ADUs.

**Governing Legislation**

Over the last several years the California Legislature has enacted multiple pieces of legislation that establish processes related to water use and metering requirements that local agencies must follow. The legislation applies to all customers of water purveyors, including those in ADUs and junior ADUs (JADUs).

The Water Measurement Law (Water Code Sections 520 - 537.5) has required every water purveyor, since 1992, to require the installation of a water meter to measure water usage as a condition of new water service. Water Code Section 520, enacted as part of the bill that codified the Water Measurement Law in 1991, stated the purpose as follows: "The Legislature hereby finds and declares that... to prevent waste, unreasonable use, or unreasonable method of use, it is necessary to determine the quantities of water in use throughout the state to the maximum extent that is reasonable to do so."

In 2005, the Water Measurement Law was amended to further explain the purpose of the Law: "Water furnished or used without any method of determination of the quantities of water

used by the person to whom the water is furnished has causes, and will continue to cause, waste and unreasonable use of water, and that this waste and unreasonable use should be identified, isolated, and eliminated.” (Water Code Section 521, subd. (a).) It is clear that the legislative intent of the Water Measurement Act was to require water metering whenever possible in order to encourage water conservation, consistent with the over-arching mandate of reasonable use found in Article X, Section 2 of the California Constitution.

The Legislature also recognized that the metering requirement could be difficult for low-income families to afford, and thus directed urban water suppliers to “take any available necessary step consistent with state law to ensure that the implementation of [the Water Measurement Law] does not place an unreasonable burden on low-income families.” (Water Code Section 521, subd. (g).)

In 2016, the Legislature, by enacting California Senate Bill 7 (SB 7), amended the Water Measurement Law to add... “the requirement that a water purveyor that provides water service to a newly constructed multiunit residential structure or newly constructed mixed-use residential and commercial structure that submits an application for a water connection after January 1, 2018, measure the quantity of water supplied to each *individual dwelling unit* as a condition of new water service.” (Legislative Counsel Digest of SB 7 (2016).)

Concurrent with the 2016 SB 7 amendment, the Legislature exempted certain multiunit residential structures and mixed-used residential and commercial structures from this new requirement. Specifically, Section 5 of SB 7 added a new Article 5, Multiunit Structures, comprised of Water Code Sections 537 through 537.5, to the Water Management Act.

The exemptions listed in these sections are limited in their effect to only the provisions within Article 5: “The structures in all of the following categories shall be exempt **from this article.**” This is an important distinction to make, as this supports staff’s interpretation of District Regulation 4, Multiple Services, which is covered in more detail below.

In response to the enactment of SB 7, the NMWD Board approved revisions to District Regulation 4, Multiple Service, District Regulation 7, Use of Water, and District Regulation 52, Meter Reading at the December 29, 2017 Board meeting. More specifically, District Regulation 4, Multiple Service was amended to include the following requirement (emphasis added);

b. Multiple Service

- (1) ***Each dwelling unit or other point of connection, including newly constructed multiunit residential structures or newly constructed mixed-use residential/commercial structures, for which an application for one or more water connections is submitted after January 1, 2018, shall be individually***

***metered unless such metering is specifically prohibited either by subdivision (f) of Government Code 65852.2 or exempted by subdivision (a) of Water Code 537.***

Therefore, District Regulation 4, Multiple Service, requires that customers applying for one or more water connections for a new dwelling unit must be individually metered except in scenarios that are either specifically prohibited by subdivision (f) of Government Code 65852.2, which states, in part, that;

*“For an ADU or JADU within the proposed space of a single-family dwelling or existing space of a single-family dwelling or accessory structure... a... special district... shall not require the applicant to install a new or separate utility connection directly between the ADU and the utility... “*

or in scenarios that are specifically exempted by subdivision (a) of Water Code Section 537 that states, in part, that

*“The structures in all of the following categories shall be exempt **from this article:** “Low-income housing” [which] means a residential building financed with low-income housing tax credits, tax-exempt mortgage revenue bonds, general obligation bonds, or local, state, or federal loans or grants, for which the rents of the occupants in lower income households, ... , do not exceed rents prescribed by deed restrictions or regulatory agreements... “*

The exemptions listed above have specific purposes which can be ambiguous due to the way that California Legislature documents are written. Much of Government Code 65852.2 is written to incentivize development of ADUs and JADUs, and the exemption in subdivision (f) is for those dwelling units that are created within the space of existing structures. Meaning, for example, that garage conversions to ADUs do not trigger as many requirements.

As previously stated, Section 537 subd. (a) is found in Chapter 8 “Water Measurement”, and more specifically found in Article 5 “Multi-Unit Structures” of the Water Management Act. This exemption exists for a more practical purpose, which is to relieve government subsidized multi-unit housing projects of requirements that would otherwise require installation of dozens of water meters, often resulting in large meter banks in public sidewalks that create logistical challenges.

### 715 Eucalyptus

The property owner is planning to construct a new standalone structure in the northwest corner of their parcel that will serve as an ADU, which does not meet the definition of a multi-unit structure. Engineering staff reviewed the project application and determined that the existing water service lateral sizing was adequate to allow for conversion to a dual-service. Meaning that,

the District will allow the existing service lateral to serve both the primary dwelling unit and the ADU. However, per District Regulation 4, Multiple Service, the District will require installation of a new water meter to serve the ADU individually. A cost estimate for the project was provided to the property owner as follows;

New water meter	\$610
Dual service conversion	\$425
Water conservation deposit	\$1,000
Facilities reserve charge (FRC)	\$7,640
<hr/> Subtotal	<hr/> \$9,675

The water conservation deposit of \$1,000 is returned to the customer during project close-out after verification that low-water-use fixtures have been installed in the ADU. Additionally, the FRC for ADUs was lowered from \$10,000 to the current amount of \$7,640 via Board action approving revised Regulation 1, New Service Connections, in December 2022.

The cost estimate of \$9,675 only includes those costs that the District incurs and requires reimbursement from the customer. In addition to that amount, the property owner will need to install a private on-site water lateral from the new water meter to the new ADU structure. Depending on the size of the parcel and existing on-site improvements, the cost of the private on-site water lateral may be substantial.

In December 2023, the District received correspondence from the property owner requesting that the requirement for a new water meter be waived on the basis that they intend to rent the ADU as a low-income housing unit. Waiving the requirement would lower the District cost estimate above by \$1,035, as the new water meter (\$610) and dual service conversion (\$425) would no longer be required, based on the assumption that the project meets the requirements of the relevant State and District Regulations. Other cost savings to the property owner would result from less or no private on-site water lateral construction costs, which are outside of the District's purview.

Additionally, the property owner has offered to "deed restrict" their property as a way of providing an ongoing commitment to rent the ADU as a low-income housing unit. Unfortunately, the District has no mechanism to enforce this course of action, nor does the District have prior or ongoing practice of monitoring rental units for compliance with low-income rental requirements.

Staff's interpretation of District Regulations and California Legislature is that they do not allow forgiveness of the requirement to individually meter the ADU in this scenario. In addition, staff's interpretation of the exemptions contained within Water Code Section 537 is that they only apply to multi-unit structures such as apartments or condominiums.

Staff notified the property owner of this interpretation and denied the request to waive District requirements in late December 2023, which led to the property owner's attendance at the January 16, 2024 Board meeting.

Staff received guidance from District Legal Counsel regarding the relevant State Legislation in this case. Legal Counsel will be available by phone during the Board Meeting to answer any questions from Board members.

#### Financial Impact

Customers are billed at-cost for time and material related to installation of new water service laterals and water meters. For this reason, the financial impact of this action is likely minimal, however the actual financial impact is unknown at this time.

#### RECOMMENDATION

The Board provide direction to staff on implementation of District Regulation 4, Multiple Service.

#### ATTACHMENTS:

1. District Regulation 4, Multiple Service

**NORTH MARIN WATER DISTRICT  
REGULATION 4  
MULTIPLE SERVICE**

a. General

Except as otherwise expressly authorized by this regulation, a single service connection shall serve no more than one separate dwelling unit (including townhouse and condominium units) or one separate commercial, agricultural or industrial enterprise.

b. Multiple Service

- (1) Each dwelling unit or other point of connection, including multiunit residential structures or mixed-use residential/commercial structures, shall be individually metered unless such metering is specifically prohibited either by subdivision (f) of Government Code 65852.2 or exempted by subdivision (a) of Water Code 537.
- (2) Each commercial, industrial and institutional building shall have a dedicated landscape irrigation meter.
- (3) Except as specified in subsection b.(2) of this regulation, if separate service connections present substantial mechanical problems or extraordinary expense as conclusively determined by the District, service through a single connection equipped with a master meter may be allowed to any of the following:
  - (i) a duplex, triplex, apartment, multiunit residential structure, or mixed-use residential/commercial structure, in undivided ownership, provided that each residential dwelling unit therein is equipped with a submeter, as defined in subsection b.(4) of this regulation, except as otherwise specified in subsection b.(1) of this regulation;
  - (ii) a commercial or industrial building (without residential units) in undivided ownership;
  - (iii) a building or group of non-residential buildings owned or exclusively occupied by a public entity or entities;
- (4) A submeter is defined in Water Code section 517 as an individual meter(s) located downstream of a master meter, which meter is owned and operated by the owner of the multiunit residential structure or the owner's agent, and which, in compliance with subdivision (b) of Water Code section 537, measures the quantity of water used by an individual residential dwelling unit. The District shall be responsible only for the master meter and has no obligation to fund or assume responsibility for ensuring compliance with any law or regulation governing the approval of submeter types or the installation, maintenance, reading, billing, and testing of submeters and associated onsite plumbing.

c. Subdivision of Ownership

If the ownership of a structure receiving service through a single service connection pursuant to subsection b.(1) of this regulation is subdivided, service may be continued without requiring new service connections and payment therefor, but only if service is thereafter furnished under a contract between the District and a responsible owners' association.



d. Charges for Multiple Service

The District will not render separate statements to each dwelling unit or enterprise served by a single meter. The party in whose name the service is registered will be responsible for all charges for all services through the meter.

e. Connections Prior to April 7, 1962

The preceding subsections of this regulation shall not apply to dwellings which have been continuously served through a single service connection installed prior to April 7, 1962. The minimum and quantity rates for each dwelling unit so served shall be computed as though each unit were served with a meter of the size installed on the single service connection as though the quantity delivered to each unit were the quantity of the water measured by the installed meter divided by the number of dwelling units connected thereto.

6

**MEMORANDUM**

To: Board of Directors  
From: Ryan Grisso, Water Conservation Coordinator *RG*  
Subject: Rainwater Catchment Rebate Enhancement  
V:\Memos to Board\Water Conservation Rebate Enhancement Grant.doc

March 5, 2024

- RECOMMENDED ACTION:**
1. Authorize an increase to the Rainwater Catchment Rebate;
  2. Authorize the General Manager to execute a Cooperative Funding Agreement.

**FINANCIAL IMPACT:** None

At the January 16, 2024 Board of Directors (Board) meeting, the Board approved an enhanced District water conservation program incentive for rainwater catchment increasing from \$0.25 per gallon of storage up to \$150, to \$0.50 per gallon of storage with a maximum of \$1,000. Recently, the North Marin Water District (District) along with Marin Municipal Water District (Marin Water) were approached by the Marin Countywide Stormwater Pollution Prevention Program (MCSTOPPP) with possible funding for projects that aide in water conservation efforts that also help to promote low impact development of green stormwater infrastructure, increase public awareness of stormwater and pollution, adoption of pollution prevention actions and help to reduce runoff from developed areas and loads of regulated pollutants. After a meeting of the entities involved, the consensus was that the funding could be used to further enhance the rainwater catchment rebate programs that each water utility provides and possibly the Cash for Grass project installations that meet certain criteria (yet to be determined at a later date). The proposed rebate enhancement funded by MCSTOPPP would be an additional \$0.25 per gallon, bringing our total to \$0.75 per gallon and to further increase the maximum to \$2,000, although projects of that size are unlikely. There is limited funding for this and the proposed District share (based on population in Marin County) would be \$4,968 (or approximately 20,000 gallons of rainwater storage). To formalize this effort, a sample draft cooperative agreement has been drafted and provided for reference (Attachment 1).

Traditionally, the District has not rebated a lot of rainwater catchment projects and this proactive action to increase the rebate and bring awareness to the program and the attributes both to water conservation and stormwater awareness could help increase participation. It is likely that this funding might be available in future years which would allow us to build on this cooperative effort and achieve further participation increases into the future.

RECOMMENDATION

Board authorize an increase to the Rainwater Catchment Rebate Program per gallon rebate (to \$0.75 per gallon) and maximum (up to \$2,000) temporarily while MCSTOPPP funding is available and authorize the General Manager to execute the final Cooperative Funding Agreement.

ATTACHMENTS

1. Draft Cooperative Agreement

**MCSTOPPP, MARIN WATER, AND NMWD COOPERATIVE AGREEMENT**

This Agreement is made and entered into this \_\_\_ day of \_\_\_\_\_ 2024 (Effective Date), by and between the Marin Countywide Stormwater Pollution Prevention Program (MCSTOPPP), Marin Water (MMWD) and North Marin Water District (NMWD);

**RECITALS**

WHEREAS, MMWD and NMWD provide incentive programs to their respective customers within their individual service areas to aide in water conservation efforts;

WHEREAS, MCSTOPPP municipalities located within MMWD and NMWD service areas seek to aide in these water conservation efforts as these efforts help to promote low impact development of green stormwater infrastructure, increase public awareness of stormwater and pollution, adoption of pollution prevention actions and help to reduce runoff from developed areas and loads of regulated pollutants;

WHEREAS, to increase the available funding and expand these incentive programs, MCSTOPPP will contribute up to \$20,000 annually, which will be subject to the funding being included in the MCSTOPPP annual budget approval, to be distributed to MMWD and NMWD as set forth in this Agreement;

WHEREAS, if the annual funding is not exhausted in one fiscal year, MCSTOPPP may in its sole discretion allow the amounts to roll over to the subsequent year subject to the distributions set forth in this Agreement;

1. MCSTOPPP shall
  - a. Contribute up to \$20,000 annually to MMWD and NMWD's incentive programs to be split between MMWD and NMWD proportional based on the annual service area populations of each water district for additional incentives provided pursuant to this Agreement. The 2023 service area populations for each water district were as follows:  
MMWD – population 186,670 (75.16%)  
NNWD – population 61,983 (24.84%)  
  
Therefore, for the first distribution MCSTOPPP will contribute up to \$4,968 to NMWD and up to \$15,032 to MMWD. Each calendar year, the split will be recalculated based on the service area population based on Department of Finance annual estimates
  - b. Reimburse MMWD and NMWD as set forth in this Agreement within a reasonable period of time of receiving an invoice as described in Paragraph 2 below.
  - c. Review the proposed additional incentives of both MMWD and NWMD to determine which programs qualify for reimbursement under this Agreement.
  - d. Following MCSTOPPP annual budget approval, provide written approval to MMWD and NMWD identifying which proposed additional incentive programs will qualify for reimbursement under this Agreement and the amount of funding available to MMWD and NMWD.
  - e. Provide MMWD and NMWD a sample template that can be used to complete the annual summary report required by Section 2(e) of this Agreement.
  - f. Acknowledge that this Agreement does not in any way require MMWD or NMWD to create any specific conservation programs and that MMWD and NMWD retain their

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individual authority to determine which conservation incentive programs to offer their respective customers and the details of any such programs.

2. MMWD and NMWD shall individually:
  - a. Consider offering additional incentives to customers which could include the following:
    - i. Increase the per gallon incentive for rain water barrels and cisterns
    - ii. Increase the maximum gallons eligible for incentive for rain water barrels and cisterns
    - iii. Increase incentive(s) for landscaping features that are low water use, do not require chemical fertilizers or increase the on-site infiltration of rain water
  - b. Provide a copy to MCSTOPPP of their proposed respective additional incentives to ensure the proposed incentives meet the benefits to MCSTOPPP municipalities as described in this Agreement.
  - c. Evaluate respective customer applications for incentives and determine eligibility for incentives.
  - d. Evaluate respective customers' compliance with incentive program requirements.
  - e. Provide an annual summary report to MCSTOPPP detailing the number of projects completed within each its service area and funded with the additional incentives, which shall include the number of gallons of storage included and the area of landscaping improved as part of each project as applicable.
  - f. Provide an invoice to MCSTOPPP not to exceed the allocation as set forth in paragraph 1 for the portion of the additional incentives provided to customers within the water district's service area in the previous program year.
3. Representatives. For all information and notices required under this Agreement the following are the designated representations for the parties. Any change to the designated representatives will be provided in written notice to the other parties.

MCSTOPPP  
Rob Carson  
415-473-2745  
[Rob.carson@marincounty.gov](mailto:Rob.carson@marincounty.gov)  
3501 Civic Center Drive, Room 304  
San Rafael, CA 94903

MMWD  
Carrie Pollard  
415-945-1522  
[capollard@marinwater.org](mailto:capollard@marinwater.org)  
220 Nellen Ave  
Corte Madera, CA 94925

NMWD  
Ryan Grisso  
415-761-8933  
[rgrisso@nmwd.com](mailto:rgrisso@nmwd.com)  
999 Rush Creek Pl  
Novato, CA 94945

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4. Miscellaneous Terms

- a. Prior to bringing any legal action, any dispute or claim in law or equity between MCSTOPPP, MMWD or NMWD arising out of or related to this Agreement shall be resolved by formal negotiation between the parties. If no resolution is achieved by formal negotiations of the parties, a mediator or arbitrator mutually chosen and paid for by the parties shall mediate any dispute. This provision shall survive the expiration or termination of this Agreement.
- b. Should any part of this Agreement be declared unconstitutional, invalid, or beyond the authority of either party to enter into or carry out, such decisions shall not affect the validity of the remainder of this Agreement, which shall continue in full force and effect; provided that the remainder of this Agreement can, absent the excised portion, be reasonably interrupted to give effect to the intentions of the parties.
- c. Nothing contained in this Agreement shall be construed to create and the parties do not intend to create any rights in third parties.
- d. This Agreement may be modified at any time by written mutual consent of the parties hereto.
- e. This Agreement is governed by the laws of the State of California.
- f. Any party to this Agreement may terminate it by providing the other parties hereto with fifteen (15) calendar days prior written notice. Such termination shall not relieve MCSTOPPP of its reimbursement obligations, set forth in Paragraph 1 of this Agreement, for any additional incentives approved by MMWD or NMWD prior to the termination date.
- g. This Agreement shall commence upon the Effective Date and continue until June 30<sup>th</sup>, 2026 unless otherwise terminated or extended.

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

Marin Countywide Stormwater Pollution Prevention Program

\_\_\_\_\_  
Name/Title

Marin Municipal Water District

\_\_\_\_\_  
Name/Title

North Marin Water District

\_\_\_\_\_  
Name/Title

**7**



**MEMORANDUM**

To: Board of Directors

March 5, 2024

From: Christopher Boucher, District Labor Counsel

Subj: Approval of Salary, Terms and Conditions of Employment – General Manager

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**RECOMMENDED ACTION:** Consider Adopting Resolution No. 24-XX Approving the General Manager's Salary, Terms and Conditions of Employment

**FINANCIAL IMPACT:** Additional Salary of \$39,305 + \$315 in related employer payroll taxes (per year)

The Board has recently met to discuss the General Manager's performance review and the salary, terms and conditions of the General Manager's employment. The Board recognizes that the General Manager has not had a salary increase since his appointment in May 2022 and desires to authorize an annual base salary increase, retroactively effective on October 1, 2023, in the amount of \$275,456 annually.

Particularly, the Board reviewed a salary survey conducted by Koff & Associates, a human resources consulting firm with expertise in serving public sector agencies and special districts throughout California. Koff & Associates surveyed comparable positions from agencies including: Alameda County Water District, Central Marin Sanitation Agency, City of Napa, City of Petaluma, City of Santa Rosa, City of Vallejo, Contra Costa Water District, Las Gallinas Valley Sanitary District, Marin Municipal Water District, Napa Sanitation District and Sonoma County Water Agency. The General Manager's salary is approximately 19% below the market median salary, which is \$279,996 annually.

Therefore, the proposed salary increase takes into account the market comparable salary, as well as a 5% cost-of-living adjustment consistent with the increases approved by the Board on January 16, 2024 for all other District employees in accordance with the Memorandum of Understanding with the North Marin Water District Employee Association (MOU) as well as for the Unrepresented Employees, retroactive to October 1, 2023. Overall, the proposed salary (including benefits) will bring the General Manager classification to within 1% (-1%) of salary survey median. In addition, the proposed salary also maintains the existing internal equity structure between the General Manager and the Assistant General Manager classifications.

In addition to an annual salary increase above, employer payroll taxes, specifically Medicare, which will increase by \$315.

In accordance with applicable CalPERS' regulations, 2 CCR § 570.5, authorization is also requested from the Board to approve Resolution 24-XX (Attachment 1) to update the publicly available pay schedule for the General Manager position. After factoring in the above adjustments, the annual base salary for the General Manager position will be \$275,456, effective October 1, 2023 (see Attachment 2).

**RECOMMENDATION**

That the Board adopt Resolution 24-XX approving the General Manager's salary, terms and conditions of employment with the District.

**ATTACHMENTS:**

1. Resolution No. 24-XX North Marin Water District Conditions of Employment – General Manager (without Exhibit A)
2. Revised Salary Schedule – All Employees

**RESOLUTION No. 24-XX  
OF  
THE NORTH MARIN WATER DISTRICT  
CONDITIONS OF EMPLOYMENT - GENERAL MANAGER**

---

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

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

WHEREAS Mr. Williams appointment became effective May 4, 2022 and the following provisions applied:

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

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

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

1. Annual salary of \$275,456 per year as reflected in **EXHIBIT A** (Salary Schedule), to be paid in semi-monthly installments. Said salary shall be reviewed annually.

2. Reimbursement of business- or business-related mileage incurred on privately owned vehicle at the normal rate per mile authorized by the District plus payment by District of \$338 per month. General Manager's use of privately-owned vehicle is for the convenience of the District and required as a condition of employment. General Manager shall maintain in force liability insurance on private vehicle of not less than \$300,000 for one individual and \$500,000 for two or more individuals.

3. Reimbursement of all reasonable expenses incurred in connection with the conduct or furtherance of District business and affairs.

4. Other benefits as are from time to time afforded all District unrepresented employees with the exception of overtime compensation. Except for vacation, such benefits, which are a function of time in service, shall be calculated from the date first employed by the District. For vacation eligibility purposes, the General Manager shall be credited with five additional vacation days annually until such time the maximum accrual rate is achieved.

5. The right to reside in any area within the District territorial boundaries.

6. The General Manager will timely cause to be placed on the Board's agenda each year a "closed session" for the purpose of his performance evaluation.

\* \* \* \* \*

I hereby certify that the foregoing is a true and complete copy of a resolution duly and regularly adopted/amended by the Board of Directors of NORTH MARIN WATER DISTRICT at a regular meeting of said Board held on the 5<sup>th</sup> day of March, 2024, by the following vote:

AYES:  
NOES:  
ABSENT:  
ABSTAIN:

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Eileen Mulliner, District Secretary  
North Marin Water District

(SEAL)

**NORTH MARIN WATER DISTRICT**  
**Employee Salary Ranges and Job Classifications - Effective 03/05/2024**

Approved by the Board of Directors on March 5, 2024

<b>JOB CLASSIFICATION</b>					
	Step 1	Step 2	Step 3	Step 4	Step 5
	Monthly /	Monthly /	Monthly /	Monthly /	Monthly /
<b><u>ADMINISTRATION DEPARTMENT</u></b>	Annual	Annual	Annual	Annual	Annual
Receptionist/Customer Service	5,506	5,781	6,070	6,374	6,693
	66,072	69,372	72,840	76,488	80,316
Account/Credit Clerk II	6,080	6,384	6,703	7,038	7,390
	72,960	76,608	80,436	84,456	88,680
Field Service Representative I	6,125	6,431	6,753	7,091	7,446
	73,500	77,172	81,036	85,092	89,352
Field Service Representative II	6,554	6,882	7,226	7,587	7,966
	78,648	82,584	86,712	91,044	95,592
Field Service Representative Lead	7,220	7,581	7,960	8,358	8,776
	86,640	90,972	95,520	100,296	105,312
Consumer Services Supervisor	8,593	9,023	9,474	9,948	10,445
	103,116	108,276	113,688	119,376	125,340
Storekeeper/Safety Coordinator	6,777	7,116	7,472	7,846	8,238
	81,324	85,392	89,664	94,152	98,856
District Secretary	9,345	9,812	10,303	10,818	11,359
	112,140	117,744	123,636	129,816	136,308
Human Resources/Safety Manager	9,504	9,979	10,478	11,002	11,552
	114,048	119,748	125,736	132,024	138,624
Accounting Clerk II	6,080	6,384	6,703	7,038	7,390
	72,960	76,608	80,436	84,456	88,680
Staff Accountant	7,833	8,225	8,636	9,068	9,521
	93,996	98,700	103,632	108,816	114,252
Senior Accountant	8,971	9,420	9,891	10,386	10,905
	107,652	113,040	118,692	124,632	130,860
Accounting Supervisor	9,661	10,144	10,651	11,184	11,743
	115,932	121,728	127,812	134,208	140,916
Auditor-Controller	14,858	15,601	16,381	17,200	18,060
	178,296	187,212	196,572	206,400	216,720
Water Conservation & Communications Manager	10,723	11,259	11,822	12,413	13,034
	128,676	135,108	141,864	148,956	156,408
General Manager <sup>1</sup>	22,955	22,955	22,955	22,955	22,955
	275,456	275,456	275,456	275,456	275,456
	Step 1	Step 2	Step 3	Step 4	Step 5
	Monthly /	Monthly /	Monthly /	Monthly /	Monthly /
<b><u>Engineering Department</u></b>	Annual	Annual	Annual	Annual	Annual
Engineering Secretary	6,329	6,645	6,977	7,326	7,692
	75,948	79,740	83,724	87,912	92,304
Engineering Services Rep	6,926	7,272	7,636	8,018	8,419
	83,112	87,264	91,632	96,216	101,028
Engineering Technician IV	8,244	8,656	9,089	9,543	10,020
	98,928	103,872	109,068	114,516	120,240
Engineering Assistant	9,106	9,561	10,039	10,541	11,068
	109,272	114,732	120,468	126,492	132,816
Junior Engineer	8,607	9,037	9,489	9,963	10,461
	103,284	108,444	113,868	119,556	125,532
Assistant Civil Engineer	9,409	9,879	10,373	10,892	11,437
	112,908	118,548	124,476	130,704	137,244
Associate Civil Engineer	11,062	11,615	12,196	12,806	13,446
	132,744	139,380	146,352	153,672	161,352
Senior Engineer	12,167	12,775	13,414	14,085	14,789
	146,004	153,300	160,968	169,020	177,468
Assistant GM / Chief Engineer	15,678	16,462	17,285	18,149	19,056
	188,136	197,544	207,420	217,788	228,672

1. GM Salary effective 10-31-23

**NORTH MARIN WATER DISTRICT**  
**Employee Salary Ranges and Job Classifications - Effective 03/05/2024**

Approved by the Board of Directors on March 5, 2024

<b>Construction Department</b>	Step 1 Monthly / Annual	Step 2 Monthly / Annual	Step 3 Monthly / Annual	Step 4 Monthly / Annual	Step 5 Monthly / Annual
Utility Worker I (Laborer)	5,454 65,448	5,727 68,724	6,013 72,156	6,314 75,768	6,630 79,560
Utility Worker II (Pipe Asst.)	5,851 70,212	6,144 73,728	6,451 77,412	6,774 81,288	7,113 85,356
Utility Worker III (Pipe Worker)	6,777 81,324	7,116 85,392	7,472 89,664	7,846 94,152	8,238 98,856
Heavy Equip. Operator	7,035 84,420	7,387 88,644	7,756 93,072	8,144 97,728	8,551 102,612
Dist. Maintenance Foreman	8,227 98,724	8,638 103,656	9,070 108,840	9,524 114,288	10,000 120,000
Pipeline Foreman	8,227 98,724	8,638 103,656	9,070 108,840	9,524 114,288	10,000 120,000
Const/Maint Superintendent	11,364 136,368	11,932 143,184	12,529 150,348	13,155 157,860	13,813 165,756


<b>Operations Department</b>	Step 1 Monthly / Annual	Step 2 Monthly / Annual	Step 3 Monthly / Annual	Step 4 Monthly / Annual	Step 5 Monthly / Annual
Program Assistant I	5,557 66,684	5,835 70,020	6,127 73,524	6,433 77,196	6,755 81,060
Program Assistant II	6,754 81,048	7,092 85,104	7,447 89,364	7,819 93,828	8,210 98,520
Program Assistant III	7,429 89,148	7,800 93,600	8,190 98,280	8,600 103,200	9,030 108,360
Cross Connection Tech I	5,960 71,520	6,258 75,096	6,571 78,852	6,900 82,800	7,245 86,940
Cross Connection Tech II	7,244 86,928	7,606 91,272	7,986 95,832	8,385 100,620	8,804 105,648
Auto/Equipment Mechanic	6,777 81,324	7,116 85,392	7,472 89,664	7,846 94,152	8,238 98,856
Apprentice Elec/Mech Tech	6,502 78,024	6,827 81,924	7,168 86,016	7,526 90,312	7,902 94,824
Elec/Mech Tech	7,631 91,572	8,013 96,156	8,414 100,968	8,835 106,020	9,277 111,324
Senior Elec/Mech Tech	8,268 99,216	8,681 104,172	9,115 109,380	9,571 114,852	10,050 120,600
Maintenance Supervisor	9,597 115,164	10,077 120,924	10,581 126,972	11,110 133,320	11,666 139,992
Lab Tech	5,397 64,764	5,667 68,004	5,950 71,400	6,248 74,976	6,560 78,720
Chemist I	7,406 88,872	7,776 93,312	8,165 97,980	8,573 102,876	9,002 108,024
Chemist II	8,821 105,852	9,262 111,144	9,725 116,700	10,211 122,532	10,722 128,664
Senior Chemist	9,654 115,848	10,137 121,644	10,644 127,728	11,176 134,112	11,735 140,820
Water Quality Supervisor	11,301 135,612	11,866 142,392	12,459 149,508	13,082 156,984	13,736 164,832
Asst Water Distrib & TP Op	6,829 81,948	7,170 86,040	7,529 90,348	7,905 94,860	8,300 99,600
Water Distrib & TP Op	8,503 102,036	8,928 107,136	9,374 112,488	9,843 118,116	10,335 124,020
Sr. Water Distrib & TP Op	9,463 113,556	9,936 119,232	10,433 125,196	10,955 131,460	11,503 138,036
Distrib & TP Supervisor	12,569 150,826	13,197 158,364	13,857 166,284	14,550 174,600	15,278 183,336
Op/Maint Superintendent	13,726 164,709	14,412 172,944	15,133 181,596	15,890 190,680	16,685 200,220

8

**MEMORANDUM**

To: Board of Directors

Date: March 5, 2024

From: Tony Williams, General Manager 

Subject: District Practice for Consent Items on Board Meeting Agenda

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At the February 6, 2024 Board meeting, a consent item was removed from “consent calendar” and was discussed separately before a final vote of approval. At that time, the Directors also briefly discussed what constitutes a consent item. The current District practice for determining what Agenda items appear on the Consent Calendar is a review by the General Manager and determining if there is no likely opposition to the action by the Board. The items on the consent calendar can be acted on in one consolidated motion or an item (or multiple items) may be removed from the consent calendar and separately considered at the request of any member of the Board. This practice is inline with the general practice by local agencies in California and is primarily intended to *expedite meetings and reserve time for matters that need to be discussed, Items on the consent calendar are generally non-controversial items that do not require much, if any, discussion*<sup>1</sup>.

The concept of a consent calendar comes from *Section 41 Order of Business, Orders of the Day, Agenda, or Program* in Robert's Rules of Order<sup>2</sup>. As such, it can be a significant time saver for Board meetings. An item placed on a consent calendar is fundamentally the same as an item on an “action calendar” and typically consists of a memorandum prepared by staff, the recommended action by the Board, financial impact, background and details, and supporting attachments as appropriate. The General Manager reviews the memoranda for all Agenda items regardless of where they appear in the Agenda.

The District Officers have reviewed and discussed the following general protocol for determining items that should generally **not be placed on the Consent Calendar** for a Board meeting Agenda. Those items are presented below:

- Board Policy: Any major or substantive changes to existing Board policy or proposed new Board policy;

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<sup>1</sup> The Concept of a “Consent Calendar” by the Institute for Local Government

<sup>2</sup> From 12<sup>th</sup> Edition, Section 41:32; “Consent Calendar. Legislatures, city, town, or county councils, or other assemblies which have a heavy work load including a large number of routine or noncontroversial matters may find a consent calendar a useful tool for disposing of such items of business...”



- District Regulations: Any changes/revisions to existing regulations or new regulations;
- District Ordinances: Any revisions or rescission of an existing ordinance, or a new ordinance;
- Any public hearing action, including approval to schedule/set a public hearing date;
- Adoption of a formal report or plan required by statute, order, code or regulation;
- Any agreements with other agencies, institutions or organizations, including memorandum of understanding (MOU) or memorandum of agreement (MOA), including major amendments to those agreements;
- New consulting services agreements greater than \$100,000, amendments to existing agreements that exceed \$100,000, or consulting agreements for services that are not routine in nature;
- Approval of annual District budgets, Financial Plans, or Audit reports including major updates;
- Any Capital Improvement Program (CIP) project over \$100,000 that was not identified in the approved fiscal year (FY) budget, including placeholder items;
- The approval for advertising or awarding of a CIP project that exceeds the line item amount in the approved FY budget;
- Adoption of California Environmental Quality Act (CEQA) action/determination, including notices, public hearings and final studies or reports;
- Any new actions or non-routine actions associated with agreements between the District and the Employee Association (referred to as the MOU);
- District responses to Civil Grand Jury Reports;
- Any requested action that may be of particular interest or potentially perceived as contentious to the District's customers and/or members of the Board.

The above identifies the types of Agenda items that will not appear under the consent calendar but is not intended to represent a comprehensive list. The General Manager will continue to review Agenda items, in accordance with the practice described above, before finalizing a meeting Agenda and generally only place items not listed above on the Consent Calendar. As a reminder, the items on the consent calendar can be acted on in one consolidated motion or an item (or multiple items) may be removed from the consent calendar and separately considered at the request of any member of the Board.

#### RECOMMENDATION

That the Board consider the practices described above and provide any feedback to staff.

ATTACHMENTS: None

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**MEMORANDUM**

To: Board of Directors

March 5, 2024

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

Subj: FY 23/24 2<sup>nd</sup> Quarter Financial Statement  
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**RECOMMENDED ACTION:** Information Only

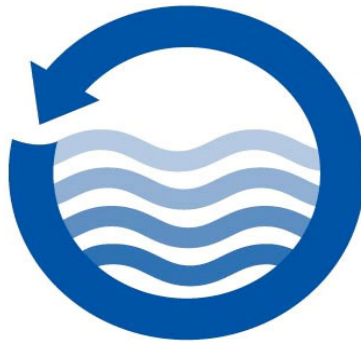
**FINANCIAL IMPACT:** None at this time

Attached is the Fiscal Year 23/24 2<sup>nd</sup> Quarter Financial Statement for all of North Marin Water District's enterprises. The financial statement includes financial transactions for the period of July 1, 2023 through December 31, 2023. The Auditor-Controller will highlight key elements of the report and be available to answer questions from the Board of Directors.

**ATTACHMENTS:**

1. FY 23/24 2<sup>nd</sup> Quarter Financial Statement

# **NORTH MARIN WATER DISTRICT**



## **FINANCIAL STATEMENT FISCAL YEAR 2023-24**

**December 31, 2023**

**NORTH MARIN WATER DISTRICT  
FINANCIAL STATEMENTS  
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**MEMORANDUM**

To: Tony Williams, General Manager

March 5, 2024

From: Reviewed by: Julie Blue, Auditor-Controller

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

Subj: Information – FY23/24 December Financial Statement

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**FISCAL YEAR PERFORMANCE COMPARED TO THE ANNUAL BUDGET**

<b><u>CONSOLIDATED SUMMARY</u></b>	<b>Dec-23</b>	<b>FY23/24</b>	<b>FY23/24</b>	<b>FYTD /</b>
<b>Actual vs. Budget</b>	<b><u>Actual</u></b>	<b><u>Actual YTD</u></b>	<b><u>Budget</u></b>	<b><u>Budget %</u></b>
Operating Revenue	\$1,767,620	\$15,017,173	\$26,434,000	57%
Operating Expense	\$1,703,114	\$11,947,091	\$20,864,000	57%
Non-Operating Revenue / (Expense)	\$104,642	\$399,801	(\$1,314,000)	(30%)
Net Income / (Loss)	\$169,148	\$3,469,883	\$4,256,000	82%
Other Sources / (Uses)*	(\$915,281)	(\$5,259,823)	(\$6,451,000)	82%
Cash Increase / (Decrease)	(\$746,133)	(\$1,789,940)	(\$2,195,000)	82%

\* See Page 8.

For the first six months of the fiscal year 2023-2024, the District generated a net income of \$3,469,883 and saw a net cash decrease of \$1,789,940. On a seasonally adjusted basis, Operating Revenue came in 3% over budget and Operating Expense came in 4% over budget. \$5,593,041 (34%) of the Capital Improvement Projects Budget was expended this fiscal year to date.

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

<b><u>NOVATO WATER</u></b>	<b>Dec-23</b>	<b>FY23/24</b>	<b>FY22/23</b>	<b>FY24 vs 23</b>
<b>Year over Year Comparison</b>	<b><u>Actual</u></b>	<b><u>Actual YTD</u></b>	<b><u>Actual YTD</u></b>	<b><u>Up/(Down)</u></b>
Operating Revenue	\$1,749,392	\$13,344,061	\$11,563,239	15%
Operating Expense	1,541,917	10,602,377	10,577,002	0%
Other Income / (Expense)	76,041	389,893	347,531	12%
Net Income / (Loss)	\$283,517	\$3,131,577	\$1,333,768	135%
Active Accounts	20,857	20,857	20,801	0%
Consumption (MG)	146	1,220	1,149	6%
Average Commodity Rate / 1,000 gal	\$7.50	\$7.73	\$7.03	10%
Income / (Loss) / Active Account	\$13.59	\$150.15	\$64.12	134%
Income / (Loss) / 1,000 Gal	\$1.94	\$2.57	\$1.16	121%
Facility Reserve Charges	\$149,190	\$210,310	\$172,420	22%
FRC Transfer (to)/from Recycled Water	\$0	\$0	(\$518,146)	(100%)
Developer 'In-Kind' Contributions	\$28,516	\$342,308	\$479,535	(29%)

Consumption for the fiscal year to date was 6% more than the prior year. Total operating revenue, which includes wheeling and other miscellaneous service charges, increased \$1,780,822 from the prior year. Total operating expense was \$25,376 more than last year.

The Stafford Treatment Plant produced 409 MG this fiscal year-to-date at a cost of \$3,374/MG<sup>1</sup> versus \$3,804/MG<sup>3</sup> from SCWA. The budget for Stafford is 650 MG at a cost of \$4,016/MG.

The fiscal year net income (which includes non-operating items such as interest revenue and expense) of \$3,131,577 compares to a budgeted net loss for the year of \$109,000 and to a net income of \$1,333,768 for the prior year. \$5,396,656 (39%) of the Novato Water Capital Improvement Project Budget was spent versus \$3,627,264 (22%) for the prior year. \$210,310 in Facility Reserve Charges (FRC) have been collected (\$793,000 is budgeted). FRC reserves totaling \$0 were transferred this fiscal year from the Novato Water Fund to the Recycled Water Fund. The Novato FRC Reserve has a net deficit of \$6,915,975 arising from transfers to the RW Fund in advance of FRC receipts. This is down from a net deficit of \$7,927,021 last year. That deficit will be reimbursed by future Connection Fee revenue. The Novato cash balance decreased \$403,535 in December, and stood at \$27,236,920 at month end, compared to a budgeted projection of \$15,886,000 at fiscal year-end.

<b><u>NOVATO RECYCLED</u></b>	<b>Dec-23</b>	<b>FY23/24</b>	<b>FY22/23</b>	<b>FY24 vs 23</b>
<b>Year over Year Comparison</b>	<b><u>Actual</u></b>	<b><u>Actual YTD</u></b>	<b><u>Actual YTD</u></b>	<b><u>Up/(Down)</u></b>
Operating Revenue	(\$86,206)	\$955,690	\$1,001,303	(5%)
Operating Expense	60,229	711,224	789,382	(10%)
Other Income / (Expense)	24,753	6,011	(61,234)	-
Net Income / (Loss)	<u>(\$121,682)</u>	<u>\$250,477</u>	<u>\$150,686</u>	66%
Active Accounts	100	100	100	0%
Consumption (MG)	9.1	118.9	132.0	(10%)
Average Commodity Rate / 1,000 gal (net)	(\$10.79)	\$7.33	\$6.96	5%
Deer Island Production (MG)	0.0	4.2	0.0	-
Novato Sanitary Production (MG)	0.0	86.3	113.8	(24%)
Las Gallinas Production (MG)	0.5	28.0	30.2	(7%)
Potable Water Input (MG)	0.8	7.3	4.1	79%
Facility Reserve Charge Alloc from Novato	\$0	\$0	\$518,146	(100%)
Developer 'In-Kind' Contributions	\$0	\$0	\$0	-
RW Costs	(\$38,732)	\$176,678	\$244,132	(28%)

118.9 MG was delivered to RW customers this fiscal year to date, 10% less than the prior year. Operating revenue was 5% less than last year. Total operating expense was 10% less than the prior year. The recycled water was produced at a cost of \$1,996/MG<sup>2</sup> (including potable water consumed) versus \$3,804/MG<sup>3</sup> from SCWA. The budgeted production cost of recycled water is \$3,085/MG.

The fiscal year net income of \$250,477 compares to a budgeted net loss for the year of \$289,000 and a net income of \$150,686 for the prior year. \$61,497 (7%) of the Recycled Water Capital Improvement Project Budget was spent versus \$0 (0%) for the prior year.

The Novato Recycled cash balance stood at \$6,887,571 at month end, \$6.4M of which amount resides in restricted reserves for debt service, the Deer Island Facility Replacement Fund and the Recycled Water Capital Replacement and Expansion Fund.

<sup>1</sup> Stafford production cost = TP op expense (\$1,020,660) + SRF loan interest (\$66,676) + plant depreciation (\$292,888)/409.1 MG produced

<sup>2</sup> Recycled Water production cost = purchased water cost (\$176,678) + treatment expense (\$3,910) + Deer Island RW Facility SRF loan interest (\$12,371) + Deer Island plant depreciation (\$57,960)/125.7 MG produced

<sup>3</sup> SCWA production cost per MG = O&M charge (\$3,049) + debt service charge (\$286) + Russian River conservation charge (\$421) + Russian River projects charge (\$49)

<b><u>WEST MARIN WATER</u></b>	<b>Dec-23</b>	<b>FY23/24</b>	<b>FY22/23</b>	<b>FY24 vs 23</b>
<b>Year over Year Comparison</b>	<b><u>Actual</u></b>	<b><u>Actual YTD</u></b>	<b><u>Actual YTD</u></b>	<b><u>Up/(Down)</u></b>
Operating Revenue	\$77,526	\$554,777	\$556,960	(0.4%)
Operating Expense	83,999	476,285	558,036	(15%)
Other Income / (Expense)	1,536	(2,905)	1,059	-
Net Income / (Loss)	<u>(\$4,937)</u>	<u>\$75,587</u>	<u>(\$17)</u>	-
Active Accounts	794	794	792	0%
Consumption (MG)	4.1	29.9	33.2	(10%)
Average Commodity Rate / 1,000 gal (net)	\$12.54	\$13.86	\$12.86	8%
Income/ (Loss) / Active Account	(\$6.22)	\$95.20	(\$0.02)	-
Income / (Loss) / 1,000 Gal	(\$1.22)	\$2.53	(\$0.00)	-
Facility Reserve Charges	\$0	\$21,660	\$0	-
Developer 'In-Kind' Contributions	\$539	\$645	\$48,166	(99%)

Consumption for the fiscal year was 10% less than the prior year. Operating revenue was 0.4% less than last year.

Operating expenditures were \$81,752, or 15% less than the previous year. The fiscal year net income of \$75,587 compares to a budgeted annual net loss of \$109,000 and to a net loss of \$17 for the prior year. \$69,686 (12%) of the Capital Improvement Project Budget was expended this fiscal year, and \$21,660 in connection fees have been collected (\$21,000 is budgeted). The West Marin cash balance decreased \$19,628 in December and stood at \$851,537 at month end, compared to a budgeted projection of \$482,000 at fiscal year-end.

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<b><u>OCEANA MARIN SEWER</u></b>	<b>Dec-23</b>	<b>FY23/24</b>	<b>FY22/23</b>	<b>FY24 vs 23</b>
<b>Year over Year Comparison</b>	<b><u>Actual</u></b>	<b><u>Actual YTD</u></b>	<b><u>Actual YTD</u></b>	<b><u>Up/(Down)</u></b>
Operating Revenue	\$26,908	\$162,645	\$152,280	7%
Operating Expense	16,969	157,205	142,942	10%
Other Income / (Expense)	2,311	6,801	5,803	17%
Net Income / (Loss)	<u>\$12,250</u>	<u>\$12,242</u>	<u>\$15,141</u>	(19%)
Active Accounts	236	236	235	0%
Monthly Sewer Service Charge	\$114	\$114	\$108	6%
Income / (Loss) / Active Account	\$51.91	\$51.87	\$64.43	-
Sewage Facilities Connection Charges	\$0	\$75,000	\$0	-

Operating revenue of \$162,645 was 7% more than the previous year due to the 6% rate increase effective July 1, 2023, one new connection and an inspection fee collected. Operating expenditures were 10%, or \$14,262 more than the previous year. The fiscal year net income of \$12,242 compares to a budgeted annual net income of \$29,000 and to a net income of \$15,141 for the prior year. \$65,202 (7%) of the Capital Improvement Project Budget has been expended this fiscal year.

\$75,000 in Sewage Facilities Connection Charges (SFCC) have been collected (\$0 is budgeted). The Oceana Marin cash balance increased \$162,052 in December and stood at \$563,180 at month end, compared to a budgeted projection of \$374,000 at fiscal-year-end.



**NORTH MARIN WATER DISTRICT  
STATEMENT OF NET POSITION  
FOR THE PERIOD ENDING DECEMBER 31, 2023**

	<u>TOTAL</u>	<u>NOVATO WATER</u>	<u>NOVATO RECYCLED</u>	<u>WEST MARIN WATER</u>	<u>OCEANA MARIN SEWER</u>
<b>ASSETS</b>					
<b>Cash &amp; Investments</b>					
Unrestricted/Undesignated Cash	\$4,569,663	\$3,347,567	\$282,197	\$459,985	\$479,914
<b>Restricted Cash</b> (Note 1)					
Connection Fee Fund	\$0	\$0	\$0	\$0	\$0
Deer Island RWF Replacement Fund	215,000	0	215,000	0	0
Capital Replacement & Expansion Fund	5,263,769	0	5,263,769	0	0
STP SRF Reserve-Marine Co Treasury	1,054,181	1,054,181	0	0	0
RWS North/South SRF Reserve Fund	614,299	0	614,299	0	0
RW Central Area SRF Reserve Fund	275,773	0	275,773	0	0
DL Falk Const Escrow Acct	478,386	478,386	0	0	0
<b>Designated Cash</b> (Note 2)					
Liability Contingency Fund	1,705,370	1,606,485	0	98,885	0
Workers' Compensation Fund	20,125	18,659	534	666	266
Retiree Medical Benefits Fund	4,287,222	4,287,222	0	0	0
Maintenance Accrual Fund	4,000,000	4,000,000	0	0	0
Operating Reserve Fund	6,955,000	6,344,000	236,000	292,000	83,000
Webster Bank-Admin Bldg/CIP Fund	6,233,991	6,233,991	0	0	0
<b>Total Cash</b>	<b>\$35,672,778</b>	<b>\$27,370,491</b>	<b>\$6,887,571</b>	<b>\$851,537</b>	<b>\$563,180</b>
Gain/(Loss) on MV of Investments	(133,571)	(\$133,571)	\$0	\$0	\$0
<b>Market Value of Cash &amp; Investments</b>	<b>\$35,539,208</b>	<b>\$27,236,920</b>	<b>\$6,887,571</b>	<b>\$851,537</b>	<b>\$563,180</b>
<b>Current Assets</b>					
Net Receivables - Consumers	\$1,627,429	\$1,454,283	\$56,275	\$133,015	(\$16,145)
Accrued Water Sales	2,222,302	2,116,180	43,741	62,381	0
Accounts Receivable-Other	242,209	61,513	19,251	0	161,445
Prepaid Expense	716,609	716,611	0	0	(3)
Reimbursable Small Jobs	16,678	16,678	0	0	0
Interest Receivable	310,505	310,505	0	0	0
Inventories	1,091,800	1,091,800	0	0	0
Deposits Receivable	23,274	23,274	0	0	0
<b>Total Current Assets</b>	<b>\$6,250,805</b>	<b>\$5,790,844</b>	<b>\$119,267</b>	<b>\$195,396</b>	<b>\$145,298</b>

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**NORTH MARIN WATER DISTRICT  
STATEMENT OF NET POSITION  
FOR THE PERIOD ENDING DECEMBER 31, 2023**

	<u>TOTAL</u>	<u>NOVATO WATER</u>	<u>NOVATO RECYCLED</u>	<u>WEST MARIN WATER</u>	<u>OCEANA MARIN SEWER</u>
<b>Loans Receivable</b>					
Employee Loans (Note 3)	250,000	\$250,000	\$0	\$0	\$0
Other Long Term Receivables (Note 4)	3,939,537	2,877,820	1,049,795	11,922	0
<b>Loans Receivable</b>	<b>\$4,189,537</b>	<b>\$3,127,820</b>	<b>\$1,049,795</b>	<b>\$11,922</b>	<b>\$0</b>
<b>Property and Plant</b>					
Land & Land Rights	\$1,493,091	\$1,368,872	\$0	\$123,411	\$808
Dam, Lake, & Source Facilities	5,675,845	5,183,433	0	492,412	0
Treatment Facilities	23,336,839	19,076,812	2,666,198	669,849	923,980
Storage Facilities	26,198,518	20,986,511	1,643,458	3,568,548	0
Transmission Facilities (16"+)	29,503,127	29,380,803	0	122,324	0
Distribution and Pumping Facilities	111,660,955	73,650,746	31,863,471	6,146,738	0
Sewer Mains, Pumps, & Laterals	1,218,650	0	0	0	1,218,650
<b>Sub-Total</b>	<b>\$199,087,025</b>	<b>\$149,647,177</b>	<b>\$36,173,127</b>	<b>\$11,123,282</b>	<b>\$2,143,439</b>
Less Accumulated Depreciation (Note 5)	(72,486,148)	(59,415,206)	(7,003,681)	(4,866,064)	(1,201,198)
<b>Net Property and Plant</b>	<b>\$126,600,877</b>	<b>\$90,231,971</b>	<b>\$29,169,446</b>	<b>\$6,257,219</b>	<b>\$942,240</b>
<b>Buildings and Equipment (Note 6)</b>					
Buildings	\$2,119,365	\$2,119,365	\$0	\$0	\$0
Office Equipment	1,281,848	1,281,848	0	0	0
Laboratory Equipment	323,072	323,072	0	0	0
Trucks & Automobiles	1,915,265	1,915,265	0	0	0
Construction Equipment	974,333	974,333	0	0	0
Tools, Shop Equipment	358,722	358,722	0	0	0
Lease Assets	0	0	0	0	0
<b>Sub-Total</b>	<b>\$6,972,606</b>	<b>\$6,972,606</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
Less Accumulated Depreciation (Note 5)	(5,378,714)	(5,378,714)	0	0	0
<b>Net Buildings and Equipment</b>	<b>\$1,593,892</b>	<b>\$1,593,892</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Construction In Progress</b>					
Developer	\$1,677,915	\$1,676,924	\$0	\$645	\$345
District	21,146,361	18,616,106	62,158	2,150,656	317,441
<b>Total Construction in Progress</b>	<b>22,824,276</b>	<b>20,293,030</b>	<b>62,158</b>	<b>2,151,301</b>	<b>317,787</b>
<b>Net Physical Plant &amp; Equipment</b>	<b>151,019,044</b>	<b>112,118,894</b>	<b>29,231,605</b>	<b>8,408,520</b>	<b>1,260,027</b>
Deferred Outflow of Resources-GASB68	6,895,249	6,895,249	0	0	0
Deferred Outflow of Resources-GASB75	22,539	22,539	0	0	0
<b>TOTAL ASSETS</b>	<b>\$203,916,382</b>	<b>\$155,192,265</b>	<b>\$37,288,238</b>	<b>\$9,467,375</b>	<b>\$1,968,504</b>

**NORTH MARIN WATER DISTRICT  
STATEMENT OF NET POSITION  
FOR THE PERIOD ENDING DECEMBER 31, 2023**

	<u>TOTAL</u>	<u>NOVATO WATER</u>	<u>NOVATO RECYCLED</u>	<u>WEST MARIN WATER</u>	<u>OCEANA MARIN SEWER</u>
<b>LIABILITIES AND NET ASSETS</b>					
<b>Current Liabilities</b>					
Trade Accounts Payable	\$2,273,683	\$2,272,305	\$1,378	\$0	\$0
Reimbursement Prog. Unclaimed Funds	406,601	381,401	0	25,200	0
Loan Debt Principal Payable-Current	788,688	463,743	324,946	0	0
Bank of Marin Principal Payable-Current	431,402	376,182	0	55,219	0
JP Morgan/Chase AMI Loan-Current	290,000	290,000	0	0	0
Webster Bank-Admin Bldg/CIP Loan-Current	753,254	753,254	0	0	0
WM Loan Due to Novato-Current	90,677	0	0	90,677	0
Accrued Interest Payable-SRF Loan	35,550	(2,706)	38,256	0	0
JP Morgan/Chase AMI Loan Interest Payable	29,366	29,366	0	0	0
Webster Bank Loan Interest Payable	198,214	198,214	0	0	0
WM Loan from Novato-Loan Interest Payable	12,522	0	0	12,522	0
Deposits/Performance Bonds	577,440	540,363	0	32,077	5,000
Unemployment Insurance Reserve (Note 8)	25,355	25,355	0	0	0
Workers' Comp Future Claims Payable	20,125	18,659	534	666	266
Payroll Benefits (Note 9)	957,822	871,122	33,459	41,504	11,737
Enterprise Vehicle Leases	70,995	70,995	0	0	0
Deferred Revenue	161,445	0	0	0	161,445
<b>Total Current Liabilities</b>	<b>\$7,123,139</b>	<b>\$6,288,255</b>	<b>\$398,572</b>	<b>\$257,865</b>	<b>\$178,447</b>
<b>Restricted Liabilities</b>					
Construction Advances	\$748,628	\$657,572	\$0	\$87,401	\$3,655
<b>Total Restricted Liabilities</b>	<b>\$748,628</b>	<b>\$657,572</b>	<b>\$0</b>	<b>\$87,401</b>	<b>\$3,655</b>
<b>Long Term Liabilities (Note 7)</b>					
JP Morgan/Chase AMI Loan Payable	\$2,985,000	\$2,985,000	\$0	\$0	\$0
Webster Bank-Admin Bldg/CIP Loan Payable	18,367,077	18,367,077	0	0	0
WM Loan from Novato	821,070	0	0	821,070	0
STP Rehab SRF Loan	4,889,446	4,889,446	0	0	0
RWF SRF Loan	782,256	0	782,256	0	0
RWS North/South Expansion SRF Loan	4,872,887	0	4,872,887	0	0
RWS Central Expansion SRF Loan	5,858,350	0	5,858,350	0	0
Bank of Marin Loan	3,362,526	2,932,122	0	430,403	0
Enterprise Vehicle Leases	288,628	288,628	0	0	0
Net Pension Liability	17,178,160	17,178,160	0	0	0
Total OPEB Liability (Note 2)	4,287,222	4,287,222	0	0	0
<b>Total Long Term Liabilities</b>	<b>\$63,692,622</b>	<b>\$50,927,655</b>	<b>\$11,513,493</b>	<b>\$1,251,473</b>	<b>\$0</b>
<b>Deferred Inflow of Resources-GASB 68</b>	<b>1,354,160</b>	<b>1,354,160</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Deferred Inflow of Resources-GASB 75</b>	<b>324,457</b>	<b>324,457</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Deferred Inflow of Resources-Leases</b>	<b>328,623</b>	<b>\$318,053</b>	<b>0</b>	<b>\$10,570</b>	<b>0</b>
<b>TOTAL LIABILITIES</b>	<b>\$73,571,629</b>	<b>\$59,870,152</b>	<b>\$11,912,066</b>	<b>\$1,607,310</b>	<b>\$182,102</b>

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**NORTH MARIN WATER DISTRICT  
STATEMENT OF NET POSITION  
FOR THE PERIOD ENDING DECEMBER 31, 2023**

	<u>TOTAL</u>	<u>NOVATO WATER</u>	<u>NOVATO RECYCLED</u>	<u>WEST MARIN WATER</u>	<u>OCEANA MARIN SEWER</u>
<b>Net Assets</b>					
<b>Invested in Capital Assets</b>					
Contributions in Aid of Construction	\$88,376,128	\$79,685,844	\$5,810,128	\$2,200,055	\$680,100
Grants in Aid of Construction	14,292,204	426,448	10,108,537	3,647,642	109,576
Connection Fees	46,598,037	31,152,209	12,181,005	2,443,367	821,455
<b>Total Investment</b>	<b>\$149,266,369</b>	<b>\$111,264,502</b>	<b>\$28,099,671</b>	<b>\$8,291,064</b>	<b>\$1,611,132</b>
<b>Restricted Reserves</b>					
Connection Fee Fund	(\$8,058,534)	(\$6,915,975)	\$0	(\$890,215)	(\$252,344)
Deer Island RWF Replacement Fund	215,000	0	215,000	0	0
Capital Replacement & Expansion Fund	2,417,211	0	2,417,211	0	0
RWS North/South SRF Reserve Fund	614,299	0	614,299	0	0
RW Central Area SRF Reserve Fund	275,773	0	275,773	0	0
<b>Designated Reserves</b>					
Liability Contingency Fund	1,705,370	1,606,485	0	98,885	0
Maintenance Accrual Fund	4,000,000	4,000,000	0	0	0
Retiree Medical Benefits Fund	4,287,222	4,287,222	0	0	0
Operating Reserve Fund	6,955,000	6,344,000	236,000	292,000	83,000
Webster Bank-Admin Bldg/CIP Reserve	6,233,991	6,233,991	0	0	0
Earned Surplus - Prior Yrs	(43,140,111)	(36,784,970)	(6,731,258)	34,744	341,373
Net Income/(Loss)	3,469,883	3,131,577	250,477	75,587	12,242
Prior Period Adjustment	0	0	0	0	0
Transfer (To)/From Reserves (see below)	2,103,281	2,155,281	(1,000)	(42,000)	(9,000)
<b>Total Restricted &amp; Designated</b>	<b>(\$18,921,616)</b>	<b>(\$15,942,389)</b>	<b>(\$2,723,498)</b>	<b>(\$430,999)</b>	<b>\$175,271</b>
<b>TOTAL NET POSITION</b>	<b>\$130,344,753</b>	<b>\$95,322,113</b>	<b>\$25,376,173</b>	<b>\$7,860,065</b>	<b>\$1,786,402</b>
<b>Transfer (To)/From Reserves</b>					
Connection Fee	\$0	\$0	\$0	\$0	\$0
Liability Reserve	0	0	0	0	0
Capital Replacement & Expansion Fund	0	0	0	0	0
Maintenance Reserve	0	0	0	0	0
RWF Replacement Fund	0	0	0	0	0
Retiree Medical Insurance Fund	(1,527,709)	(1,527,709)	0	0	0
(Gain)/Loss WC Fund	0	0	0	0	0
Bank of Marin Project Fund	0	0	0	0	0
Operating Reserve Fund	(616,000)	(564,000)	(1,000)	(42,000)	(9,000)
Trsf to Webster Bank-Admin Bldg/CIP Fund	4,246,991	4,246,991	0	0	0
<b>Total Transfer</b>	<b>\$2,103,281</b>	<b>\$2,155,281</b>	<b>(\$1,000)</b>	<b>(\$42,000)</b>	<b>(\$9,000)</b>
<b>TOTAL LIABILITIES AND FUND BALANCE</b>	<b>\$203,916,382</b>	<b>\$155,192,265</b>	<b>\$37,288,238</b>	<b>\$9,467,375</b>	<b>\$1,968,504</b>

**NORTH MARIN WATER DISTRICT  
SOURCES AND USES OF FUNDS STATEMENT - ALL SERVICE AREAS COMBINED  
FOR THE PERIOD ENDING DECEMBER 31, 2023**

	YTD Actual	Annual Budget	YTD/ Budget %	Prior YTD Actual
<b>OPERATING REVENUE</b>				
Water Rate Revenue	\$10,733,602	\$17,991,000	60%	\$9,433,947
Bimonthly Service Charge	3,844,309	7,675,000	50%	3,483,660
Sewer Service Charge	161,445	323,000	50%	152,280
Wheeling & Misc Service Charges	277,817	476,000	58%	203,894
<b>TOTAL OPERATING REVENUE</b>	<b>\$15,017,173</b>	<b>\$26,465,000</b>	<b>57%</b>	<b>\$13,273,782</b>
<b>OPERATING EXPENDITURES</b>				
Source of Supply	\$2,969,505	\$5,908,000	50%	\$3,085,749
Pumping	341,646	611,000	56%	266,025
Operations	600,607	1,307,000	46%	509,250
Water Treatment	1,509,488	3,208,000	47%	1,382,357
Sewer Service	105,350	213,000	49%	91,635
Transmission & Distribution	1,876,134	4,421,000	42%	1,833,886
Consumer Accounting	255,270	545,000	47%	239,001
Water Conservation	196,825	476,000	41%	198,005
General & Administrative	1,994,829	4,175,000	48%	2,173,590
Depreciation	2,097,436	4,576,000	46%	2,287,864
<b>TOTAL OPERATING EXPENDITURES</b>	<b>\$11,947,091</b>	<b>\$25,440,000</b>	<b>47%</b>	<b>\$12,067,362</b>
<b>NET OPERATING INCOME (LOSS)</b>	<b>\$3,070,082</b>	<b>\$1,025,000</b>	<b>300%</b>	<b>\$1,206,420</b>
<b>NON-OPERATING REVENUE/(EXPENSE)</b>				
Tax Proceeds	\$75,986	\$125,000	61%	\$72,176
Interest Revenue	812,928	585,000	139%	630,453
Miscellaneous Revenue	326,581	123,000	266%	178,550
Bond & Loan Interest Expense	(593,881)	(1,203,000)	49%	(527,179)
Miscellaneous Expense	(221,814)	(376,000)	59%	(60,841)
Capital Contribution Expense-NSD & LGVSD	0	(568,000)	0%	0
<b>TOTAL NON-OP REVENUE/(EXPENSE)</b>	<b>\$399,801</b>	<b>(\$1,314,000)</b>	<b>-30%</b>	<b>\$293,159</b>
<b>NET INCOME/(LOSS)</b>	<b>\$3,469,883</b>	<b>(\$289,000)</b>	<b>-1201%</b>	<b>\$1,499,579</b>
<b>OTHER SOURCES/(USES) OF FUNDS</b>				
Add Depreciation Expense	\$2,097,436	\$4,576,000	46%	\$2,287,864
Connection Fees	306,970	814,000	38%	172,420
Loan Proceeds	0	9,582,000	0%	0
Grant Proceeds	3,626	805,000	0%	11,151
Marin County Club Loan Principal Pmts	19,155	39,000	49%	23,183
MMWD AEEP Capital Contribution	0	161,000	0%	0
Transfers In from Capital Expansion Fund	0	750,000	0%	0
Capital Equipment Expenditures	(41,393)	(538,000)	8%	(194,850)
Capital Improvement Projects	(5,593,041)	(16,315,000)	34%	(4,004,723)
Lease Assets Acquisition	0	0	-	0
Bond & Loan Principal Payments	(1,504,467)	(3,417,000)	44%	(1,236,250)
Change in Working Capital	(548,109)	1,637,000	-	(683,870)
<b>TOTAL OTHER SOURCES/(USES)</b>	<b>(\$5,259,823)</b>	<b>(\$1,906,000)</b>	<b>276%</b>	<b>(\$3,625,075)</b>
<b>CASH INCREASE/(DECREASE)</b>	<b>(\$1,789,940)</b>	<b>(\$2,195,000)</b>	<b>82%</b>	<b>(\$2,125,497)</b>

**NORTH MARIN WATER DISTRICT  
INCOME STATEMENT AND CASH FLOW BY SERVICE AREA  
FOR THE PERIOD ENDING DECEMBER 31, 2023**

<b><u>SUMMARY INCOME STATEMENT</u></b>	<b>TOTAL</b>	<b>NOVATO WATER</b>	<b>NOVATO RECYCLED</b>	<b>WEST MARIN WATER</b>	<b>OCEANA MARIN SEWER</b>
Operating Revenue	\$15,017,173	\$13,344,061	\$955,690	\$554,777	\$162,645
Operating Expense	11,947,091	10,602,377	711,224	476,285	157,205
<b>OPERATING INCOME/(LOSS)</b>	<b>\$3,070,082</b>	<b>\$2,741,684</b>	<b>\$244,466</b>	<b>\$78,492</b>	<b>\$5,440</b>
Non-Operating Revenue/(Expense)	399,801	389,893	6,011	(2,905)	6,801
<b>NET INCOME/(LOSS)</b>	<b>\$3,469,883</b>	<b>\$3,131,577</b>	<b>\$250,477</b>	<b>\$75,587</b>	<b>\$12,242</b>
<b>CAPITAL CONTRIBUTIONS</b>					
Developer In-Kind Contributions	\$343,298	\$342,308	\$0	\$645	\$345
Caltrans AEEP Capital Contributions	0	0	0	0	0
Connection Fees	306,970	210,310	0	21,660	75,000
Cal OES & CA Dept of Water Resources Grants	3,626	0	0	0	3,626
FRC Transfer	0	0	0	0	0
<b>CAPITAL CONTRIBUTIONS</b>	<b>\$653,893</b>	<b>\$552,618</b>	<b>\$0</b>	<b>\$22,305</b>	<b>\$78,971</b>
Prior Period Adjustments	0	0	0	0	0
<b>CHANGE IN NET POSITION</b>	<b>\$4,123,776</b>	<b>\$3,684,194</b>	<b>\$250,477</b>	<b>\$97,892</b>	<b>\$91,213</b>
Net Position June 30, 2023	126,220,977	91,637,919	25,125,696	7,762,173	1,695,190
Net Position December 31, 2023	<b>\$130,344,753</b>	<b>\$95,322,113</b>	<b>\$25,376,173</b>	<b>\$7,860,065</b>	<b>\$1,786,402</b>
<b>CASH FLOW STATEMENT</b>					
Net Income/(Loss)	\$3,469,883	\$3,131,577	\$250,477	\$75,587	\$12,242
Add back Depreciation	2,097,436	1,556,504	394,255	120,510	26,167
<b>Cash Generated From Operations</b>	<b>\$5,567,319</b>	<b>\$4,688,081</b>	<b>\$644,732</b>	<b>\$196,097</b>	<b>\$38,409</b>
<b>Other Sources (Uses) of Funds</b>					
Connection Fee Revenue	\$306,970	\$210,310	\$0	\$21,660	\$75,000
Grant Proceeds	3,626	0	0	0	3,626
Capital Assets Acquisition	(5,634,433)	(5,438,049)	(61,497)	(69,686)	(65,202)
Caltrans AEEP Capital Contribution	0	0	0	0	0
Marin Country Club Loan Principal Pmts	19,155	0	19,155	0	0
Principal Paid on Debt	(1,504,467)	(763,612)	(625,794)	(115,061)	0
Consumer Receivables Decr (Incr)	(419,871)	(557,962)	153,026	(34,602)	19,667
Construction Advances (Decr) Incr	(103,795)	(116,197)	0	12,401	0
Other Assets Decr (Incr)	447,640	477,832	12,884	114,749	(157,825)
Other Liabilities (Decr) Incr	(92,894)	(171,261)	(66,599)	(20,033)	164,999
Trade Accounts Payable (Decr) Incr	(379,189)	(380,567)	1,378	0	0
Connection Fee Transfer	0	0	0	0	0
Interdistrict Transfers	0	0	0	0	0
<b>Total Other Sources (Uses)</b>	<b>(\$7,357,259)</b>	<b>(\$6,739,506)</b>	<b>(\$567,446)</b>	<b>(\$90,571)</b>	<b>\$40,265</b>
<b>Net Cash Provided (Used)</b>	<b>(\$1,789,940)</b>	<b>(\$2,051,425)</b>	<b>\$77,286</b>	<b>\$105,526</b>	<b>\$78,674</b>
<b>MV Cash &amp; Investments June 30, 2023</b>	<b>\$37,329,148</b>	<b>\$29,288,345</b>	<b>\$6,810,285</b>	<b>\$746,011</b>	<b>\$484,506</b>
<b>MV Cash &amp; Investments Dec 31, 2023</b>	<b>\$35,539,208</b>	<b>\$27,236,920</b>	<b>\$6,887,571</b>	<b>\$851,537</b>	<b>\$563,180</b>

**NOVATO WATER  
DETAIL INCOME STATEMENT  
FOR THE PERIOD ENDING DECEMBER 31, 2023**

	DECEMBER 2023	YEAR TO DATE ACTUAL	YTD/ BUDGET%	PRIOR YTD ACTUAL
<b>OPERATING REVENUE</b>				
Water Sales	\$1,099,295	\$9,470,341	61%	\$8,102,815
Bill Adjustments	(6,008)	(35,198)	57%	(29,958)
Bimonthly Service Charges	625,267	3,637,825	50%	3,291,697
Account Turn-on Charges	8,555	49,120	56%	43,300
New Account Charges	215	2,115	53%	2,200
Returned Check Charges	0	54	5%	171
Hydrant Meter Up/Down Charges	100	500	13%	300
Backflow Service Charges	14,342	85,635	50%	85,308
Lab Service-Outside Clients	1,474	22,430	59%	16,734
Wheeling Charges - MMWD	6,152	111,240	79%	50,671
<b>TOTAL OPERATING REVENUE</b>	<b>\$1,749,392</b>	<b>\$13,344,061</b>	<b>57%</b>	<b>\$11,563,239</b>
<b>TOTAL EXPENDITURES</b>				
<b>SOURCE OF SUPPLY</b>				
Supervision & Engineering	\$764	\$5,818	73%	\$3,255
Operating Expense - Source	1,102	2,444	49%	1,019
Maint/Monitoring of Dam	79	35,716	99%	19,764
Maint of Lake & Intakes	803	2,123	27%	0
Maint of Structures	0	868	-	0
Maint of Watershed	0	32,034	160%	12,829
Water Quality Surveillance	0	634	32%	0
Fishery Maint	0	0	0%	0
Erosion Control	0	0	0%	0
Purchased Water	417,683	2,698,101	50%	2,794,476
Fines, Penalties & Fees	0	2,009	-	0
GASB68 Adjustment	0	0	0%	0
GASB75 Adjustment (OPEB)	0	0	-	0
<b>SOURCE OF SUPPLY</b>	<b>\$420,431</b>	<b>\$2,779,746</b>	<b>51%</b>	<b>\$2,831,343</b>
<b>PUMPING</b>				
Maint of Structures & Grounds	\$2,570	\$18,684	57%	\$16,659
Maint of Pumping Equipment	1,417	11,057	32%	6,782
Electric Power	27,442	265,690	59%	204,920
GASB68 Adjustment (Pension)	0	0	0%	0
GASB75 Adjustment (OPEB)	0	0	-	0
<b>PUMPING</b>	<b>\$31,429</b>	<b>\$295,430</b>	<b>56%</b>	<b>\$228,361</b>
<b>OPERATIONS</b>				
Supervision & Engineering	\$38,865	\$227,317	78%	\$142,748
Operating Expense - Operations	35,988	220,016	43%	238,910
Maintenance Expense	4,938	25,192	43%	24,117
Telemetry Equipment/Controls Maint	8,016	32,873	55%	28,198
Leased Lines	2,215	14,013	56%	11,889
GASB68 Adjustment (Pension)	0	0	0%	0
GASB75 Adjustment (OPEB)	0	0	-	0
<b>OPERATIONS</b>	<b>\$90,022</b>	<b>\$519,412</b>	<b>46%</b>	<b>\$445,861</b>

**NOVATO WATER**  
**DETAIL INCOME STATEMENT**  
**FOR THE PERIOD ENDING DECEMBER 31, 2023**

	DECEMBER 2023	YEAR TO DATE ACTUAL	YTD/ BUDGET%	PRIOR YTD ACTUAL
<b>WATER TREATMENT</b>				
Supervision & Engineering	\$93,959	\$191,895	78%	\$149,672
Operating Expense - Water Treatment	737	252,144	70%	206,907
Purification Chemicals	7,800	267,729	56%	217,227
Sludge Disposal	5,091	55,429	47%	53,818
Maint of Structures & Grounds	2,728	20,673	22%	27,815
Maint of Purification Equipment	24,140	137,743	33%	177,266
Electric Power	6,316	95,048	57%	74,033
Water Quality Programs	8,094	46,160	50%	45,213
Laboratory Direct Labor	30,145	192,904	48%	197,705
Lab Service-Outside Clients	1,272	22,560	188%	16,753
Water Quality Supervision	8,147	54,418	54%	46,048
Laboratory Supplies & Expense	3,436	46,509	40%	48,920
Customer Water Quality	2,761	21,992	55%	21,874
Lab Cost Distributed	(3,009)	(20,283)	53%	(17,274)
GASB68 Adjustment (Pension)	0	0	0%	0
GASB75 Adjustment (OPEB)	0	0	-	0
<b>WATER TREATMENT</b>	<b>\$191,615</b>	<b>\$1,384,921</b>	<b>47%</b>	<b>\$1,265,977</b>
<b>TRANSMISSION &amp; DISTRIBUTION</b>				
Supervision & Engineering	\$44,739	\$270,203	36%	\$353,835
Maps & Records	12,860	139,887	57%	127,114
Operation of T&D System	18,409	65,272	40%	81,835
Facilities Location	12,562	74,352	52%	64,699
Safety: Construction & Engineering	8,730	39,752	57%	24,171
Customer Service Expense	12,300	86,604	36%	124,126
Flushing	0	11,886	31%	11,014
Storage Facilities Expense	8,141	56,160	43%	41,735
Cathodic Protection	608	4,509	38%	6,079
Maint of Valves/Regulators	9,907	40,284	26%	62,649
Maint of Mains	(117,733)	232,420	116%	86,137
Leak Detection - Mains	1,167	35,101	185%	10,425
Backflow Prevention Program	15,968	171,816	48%	208,146
Maint of Copper Services	13,147	171,655	98%	105,038
Maint of PB Service Lines	42,434	236,980	58%	248,693
Single Service Installations	(3,134)	8,272	39%	(6,663)
Maint of Meters	12,876	88,380	57%	62,502
Detector Check Assembly Maint	79	21,539	23%	46,797
Maint of Hydrants	21,008	47,002	84%	18,124
GASB68 Adjustment (Pension)	0	0	0%	0
GASB75 Adjustment (OPEB)	0	0	-	0
<b>TRANSMISSION &amp; DISTRIBUTION</b>	<b>\$114,067</b>	<b>\$1,802,073</b>	<b>44%</b>	<b>\$1,676,456</b>



**NOVATO WATER  
DETAIL INCOME STATEMENT  
FOR THE PERIOD ENDING DECEMBER 31, 2023**

	DECEMBER 2023	YEAR TO DATE ACTUAL	YTD/ BUDGET%	PRIOR YTD ACTUAL
<b>CONSUMER ACCOUNTING</b>				
Meter Reading	\$2,433	\$15,694	58%	\$11,855
Collection Expense - Labor	2,090	16,371	136%	5,872
Collection Expense - Agency	0	597	30%	235
Billing & Consumer Accounting	12,116	79,195	50%	73,548
Contract Billing	1,286	7,901	46%	8,027
Stationery, Supplies & Postage	5,761	34,722	50%	35,600
Online Payment Processing Fees	15,505	40,305	64%	34,053
Lock Box Service	(13,947)	5,902	24%	5,472
Uncollectable Accounts	492	8,564	26%	13,418
Office Equipment Expense	33,642	39,682	53%	43,180
Distributed to West Marin (4.1%)	(2,721)	(9,236)	49%	(8,613)
GASB68 Adjustment (Pension)	0	0	0%	0
GASB75 Adjustment (OPEB)	0	0	-	0
<b>CONSUMER ACCOUNTING</b>	<b>\$56,657</b>	<b>\$239,697</b>	<b>47%</b>	<b>\$222,645</b>
<b>WATER CONSERVATION</b>				
Residential	\$13,923	\$98,239	37%	\$133,664
Commercial	1,835	7,110	118%	1,854
Public Outreach/Information	5,963	83,669	69%	57,276
Large Landscape	330	3,120	39%	2,211
GASB68 Adjustment (Pension)	0	0	0%	0
GASB75 Adjustment (OPEB)	0	0	-	0
<b>TOTAL WATER CONSERVATION</b>	<b>\$22,051</b>	<b>\$192,138</b>	<b>41%</b>	<b>\$195,006</b>
<b>GENERAL AND ADMINISTRATIVE</b>				
Directors Fees	\$2,959	\$17,485	38%	\$18,339
Legal Fees	533	7,148	29%	\$9,090
Human Resources	22,140	120,303	47%	74,305
Auditing Fees	3,324	12,772	49%	9,636
Consulting Services/Studies	12,284	62,311	16%	53,316
General Office Salaries	80,572	560,381	35%	678,224
Safety: General District Wide	2,698	15,465	34%	20,753
Office Supplies	1,286	10,373	29%	13,227
Employee Events	1,244	4,701	47%	1,817
Other Administrative Expense	49	288	7%	2,494
Dues & Subscriptions	908	63,936	74%	69,269
Vehicle Expense	676	4,056	23%	4,056
Meetings, Conferences & Training	6,719	71,281	34%	91,074
Recruitment Expense	42	1,833	92%	1,314
Gas & Electricity	708	3,622	9%	4,804
Telephone	1,549	9,238	44%	10,151
Water	361	1,003	50%	855
Buildings & Grounds Maint	2,149	24,395	35%	39,572
Office Equipment Expense	16,466	83,860	32%	85,590
Insurance Premiums & Claims	24,870	125,805	47%	120,402
Retiree Medical Benefits	18,216	109,243	49%	102,827
(Gain)/Loss on Overhead Charges	86,155	(5,946)	-2%	38,906
G&A Applied to Other Operations (5.9%)	(12,571)	(91,737)	51%	(104,740)
G&A Applied to Construction	(49,419)	(246,129)	64%	(181,664)
GASB75 Adjustment (OPEB)	0	(363)	-	0
GASB68 Adjustment (Pension)	143,565	867,134	169%	812,259
<b>GENERAL &amp; ADMINISTRATIVE</b>	<b>\$367,483</b>	<b>\$1,832,457</b>	<b>48%</b>	<b>\$1,975,873</b>
<b>Depreciation</b> (Note 5)	248,162	1,556,504	42%	1,735,479
<b>TOTAL OPERATING EXPENSE</b>	<b>\$1,541,917</b>	<b>\$10,602,377</b>	<b>47%</b>	<b>\$10,577,002</b>
<b>OPERATING INCOME/(LOSS)</b>	<b>\$207,476</b>	<b>\$2,741,684</b>	<b>564%</b>	<b>\$986,238</b>

**NOVATO WATER  
DETAIL INCOME STATEMENT  
FOR THE PERIOD ENDING DECEMBER 31, 2023**

	DECEMBER 2023	YEAR TO DATE ACTUAL	YTD/ BUDGET%	PRIOR YTD ACTUAL
<b>NON-OPERATING REVENUE</b>				
Interest:				
General Funds	(\$98,181)	\$418,186	361%	\$15,298
Retiree Medical Insurance Fund	24,703	65,070	87%	72,477
Interest Revenue-Leases	235	10,047	100%	10,794
Admin Bldg/CIP Project Fund	35,920	114,286	63%	404,211
Funds Held in County Treasury	(11,877)	(2,170)	-11%	9,721
West Marin Loan from Novato	0	27,467	110%	0
MMWD Interconnection Agreement Loan	0	48,228		52,378
<b>Total Interest Revenue</b>	(\$49,200)	\$681,113	145%	\$565,203
Rents & Leases	7,100	52,907	60%	53,059
Tax Proceeds	73,218	75,986	61%	72,176
Other Non-Operating Revenue	(4,992)	16,756	58%	18,706
Gain/(Loss) on MV of Investments	163,741	251,382	-	101,073
<b>NON-OPERATING REVENUE</b>	\$189,867	\$1,078,146	152%	\$810,216
<b>NON-OPERATING EXPENSE</b>				
Bank of Marin AEEP Loan Interest Exp	\$9,515	\$58,392	51%	\$63,503
STP SRF Loan Interest Expense	11,113	66,676	50%	82,626
JP Morgan/Chase AMI Loan Interest Expense	7,341	44,049	50%	47,815
Webster Bank Loan Interest Expense	49,554	297,321	50%	207,909
Other Non-Operating Expense	36,303	221,814	59%	60,833
GASB68 Adjustment	0	0	-	0
<b>NON-OPERATING EXPENSE</b>	\$113,826	\$688,253	53%	\$462,685
<b>NET INCOME/(LOSS)</b>	\$283,517	\$3,131,577	(2873%)	\$1,333,768
<b>BEGINNING FUND EQUITY</b>				
		\$91,637,919		\$86,510,505
NET INCOME/(LOSS)	283,517	3,131,577		1,333,768
<b>CONTRIBUTED CAPITAL</b>				
Developer 'In-Kind' Contributions	28,516	342,308	-	479,535
Caltrans AEEP Capital Contribution	0	0	0%	0
MMWD AEEP Capital Contribution	0	0	0%	0
Facility Reserve Charges	149,190	210,310	27%	172,420
FRC Transfer to/from Recycled Water	0	0	0%	(518,146)
Prior Period Adjustment (Note 12)	0	0	-	0
<b>ENDING FUND EQUITY</b>		\$95,322,113		\$87,978,082

**NOVATO RECYCLED WATER  
DETAIL INCOME STATEMENT  
FOR THE PERIOD ENDING DECEMBER 31, 2023**

	DECEMBER 2023	YEAR TO DATE ACTUAL	YTD/ BUDGET%	PRIOR YTD ACTUAL
<b>OPERATING REVENUE</b>				
Recycled Water Sales	(\$98,430)	\$871,883	50%	\$918,465
Bimonthly Service Charges	12,224	70,991	53%	66,978
Water Loads	0	12,815	64%	15,860
<b>TOTAL OPERATING REVENUE</b>	<b>(\$86,206)</b>	<b>\$955,690</b>	<b>51%</b>	<b>\$1,001,303</b>
<b>OPERATING EXPENSE</b>				
<b>SOURCE OF SUPPLY</b>				
Supervision & Engineering	\$0	\$0	-	\$757
Purchased Water - NSD	19,460	170,593	60%	176,975
Purchased Water - LGVSD	(58,192)	6,085	5%	66,400
<b>SOURCE OF SUPPLY</b>	<b>(\$38,732)</b>	<b>\$176,678</b>	<b>45%</b>	<b>\$244,132</b>
<b>PUMPING</b>				
Maint of Pumping Equipment	28	5,892	295%	0
Electric Power	105	2,234	74%	1,805
GASB68 Adjustment (Pension)	0	0	-	0
GASB75 Adjustment (OPEB)	0	0	-	0
<b>PUMPING</b>	<b>\$133</b>	<b>\$8,126</b>	<b>163%</b>	<b>\$1,805</b>
<b>OPERATIONS</b>				
Supervision & Engineering	\$0	\$6,857	76%	\$5,194
Operating Expense - Operations	0	4,226	423%	213
Potable Water Consumed	23,850	49,854	100%	27,578
Maintenance Expense	0	0	0%	3,984
GASB68 Adjustment (Pension)	0	0	0%	0
GASB75 Adjustment (OPEB)	0	0	-	0
<b>OPERATIONS</b>	<b>\$23,850</b>	<b>\$60,937</b>	<b>75%</b>	<b>\$36,969</b>
<b>WATER TREATMENT</b>				
Supervision & Engineering	\$0	\$21	-	\$0
Purification Chemicals	0	3,182	-	0
Maint of Purification Equipment	531	706	-	0
Laboratory Direct Labor	252	1,001	100%	63
Customer Water Quality	0	0	0%	0
Lab Expense Distributed from Novato	133	533	-	34
GASB68 Adjustment (Pension)	0	0	0%	0
GASB75 Adjustment (OPEB)	0	0	-	0
<b>WATER TREATMENT</b>	<b>\$917</b>	<b>\$5,443</b>	<b>109%</b>	<b>\$97</b>
<b>TRANSMISSION &amp; DISTRIBUTION</b>				
Supervision & Engineering	\$0	\$480	12%	\$753
Operation of T&D System	0	47	-	0
Customer Service Expense	1,758	16,077	57%	17,133
Storage Facilities Expense	20	976	-	60
Maint of Valves/Regulators	0	0	0%	10,040
Single Service Installations	0	0	0%	8,987
Hydrant Maint & Operations	0	0	0%	0
Maint of Meters	222	4,122	-	0
Maint of Mains	0	0	0%	5,389
GASB68 Adjustment (Pension)	0	0	0%	0
GASB75 Adjustment (OPEB)	0	0	-	0
<b>TRANSMISSION &amp; DISTRIBUTION</b>	<b>\$2,000</b>	<b>\$21,701</b>	<b>29%</b>	<b>\$42,360</b>

**NOVATO RECYCLED WATER  
DETAIL INCOME STATEMENT  
FOR THE PERIOD ENDING DECEMBER 31, 2023**

	DECEMBER 2023	YEAR TO DATE ACTUAL	YTD/ BUDGET%	PRIOR YTD ACTUAL
<b>CONSUMER ACCOUNTING</b>				
Distributed from Novato (0.2%)	\$243	\$851	43%	\$864
<b>CONSUMER ACCOUNTING</b>	<b>\$243</b>	<b>\$851</b>	<b>43%</b>	<b>\$864</b>
<b>GENERAL AND ADMINISTRATIVE</b>				
Dues & Subscriptions	\$0	\$0	0%	\$0
Consulting Services/Studies	0	0	0%	13,758
Distributed from Novato (2.4%)	4,851	35,403	39%	43,970
GASB68 Adjustment	1,258	7,829	31%	11,170
<b>GENERAL &amp; ADMINISTRATIVE</b>	<b>\$6,110</b>	<b>\$43,232</b>	<b>30%</b>	<b>\$68,898</b>
<b>Depreciation</b> (Note 5)	<b>\$65,709</b>	<b>\$394,255</b>	<b>50%</b>	<b>\$394,256</b>
<b>TOTAL OPERATING EXPENSE</b>	<b>\$60,229</b>	<b>\$711,224</b>	<b>48%</b>	<b>\$789,382</b>
<b>OPERATING INCOME/(LOSS)</b>	<b>(\$146,436)</b>	<b>\$244,466</b>	<b>62%</b>	<b>\$211,921</b>
<b>NON-OPERATING REVENUE</b>				
Interest:				
General Funds	\$42,478	\$107,973	568%	\$50,202
RWF Replacement Fund	0	0	\$0	0
Self-Insured Workers' Comp Fund	0	0	-	9
StoneTree RWF Loan	0	4,388	44%	4,547
<b>Total Interest Revenue</b>	<b>\$42,478</b>	<b>\$112,361</b>	<b>113%</b>	<b>\$54,758</b>
Other Non-Operating Revenue	0	0	-	0
<b>NON-OPERATING REVENUE</b>	<b>\$42,478</b>	<b>\$112,361</b>	<b>113%</b>	<b>\$54,758</b>
<b>NON-OPERATING EXPENSE</b>				
RWF SRF Loan Interest Expense	\$2,062	\$12,371	49%	\$15,284
Expansion SRF Loan Interest Expense	15,663	93,979	50%	100,708
Capital Contribution Expense-NSD&LGVSD	0	0	0%	0
GASB68 Adjustment	0	0	-	0
<b>NON-OPERATING EXPENSE</b>	<b>\$17,725</b>	<b>\$106,350</b>	<b>14%</b>	<b>\$115,992</b>
<b>NET INCOME/(LOSS)</b>	<b>(\$121,682)</b>	<b>\$250,477</b>	<b>(87%)</b>	<b>\$150,686</b>
<b>BEGINNING FUND EQUITY</b>				
NET INCOME/(LOSS)	(121,682)	250,477		150,686
FRC Transfer to/from Novato	0	0	-	518,146
Prior Period Adjustment (Note 12)	0	0		0
<b>ENDING FUND EQUITY</b>		<b>\$25,376,173</b>		<b>\$25,274,400</b>

**WEST MARIN WATER  
DETAIL INCOME STATEMENT  
FOR THE PERIOD ENDING DECEMBER 31, 2023**

	<u>DECEMBER 2023</u>	<u>YEAR TO DATE ACTUAL</u>	<u>YTD/ BUDGET%</u>	<u>PRIOR YTD ACTUAL</u>
<b>OPERATING REVENUE</b>				
Water Sales	\$52,581	\$421,486	55%	\$433,700
Bill Adjustments	(1,707)	(7,725)	32%	(6,935)
Bimonthly Service Charges	24,942	135,493	48%	124,986
Account Turn-on Charges	325	1,300	130%	1,130
New Account Charges	5	50	-	55
Returned Check Charges	(9)	9	-	0
Backflow Service Charges	1,389	4,164	52%	4,025
<b>TOTAL OPERATING REVENUE</b>	<b>\$77,526</b>	<b>\$554,777</b>	<b>54%</b>	<b>\$556,960</b>
<b>OPERATING EXPENSE</b>				
<b>SOURCE OF SUPPLY</b>				
Supervision & Engineering	\$348	\$2,744	69%	\$1,319
Operating Expense	14	189	5%	186
Maint of Structures	399	9,169	57%	8,770
Water Quality Surveillance	0	0	0%	0
Fines, Penalties & Fees	0	979	-	0
GASB68 Adjustment (Pension)	0	0	0%	0
GASB75 Adjustment (OPEB)	0	0	-	0
<b>SOURCE OF SUPPLY</b>	<b>\$761</b>	<b>\$13,081</b>	<b>50%</b>	<b>\$10,275</b>
<b>PUMPING</b>				
Maint of Structures and Grounds	\$0	\$845	21%	\$1,784
Maint of Pumping Equip	843	2,431	8%	14,688
Electric Power	3,751	34,814	87%	19,388
GASB68 Adjustment (Pension)	0	0	0%	0
GASB75 Adjustment (OPEB)	0	0	-	0
<b>PUMPING</b>	<b>\$4,594</b>	<b>\$38,090</b>	<b>49%</b>	<b>\$35,859</b>
<b>OPERATIONS</b>				
Supervision & Engineering	\$2,815	\$12,035	46%	\$10,436
Operating Expense	440	4,364	13%	10,610
Maintenance Expense	0	0	0%	0
Maint of Telemetry Equipment	56	1,813	23%	3,249
Leased Lines	420	2,046	51%	2,124
GASB68 Adjustment (Pension)	0	0	0%	0
GASB75 Adjustment (OPEB)	0	0	-	0
<b>OPERATIONS</b>	<b>\$3,731</b>	<b>\$20,258</b>	<b>23%</b>	<b>\$26,419</b>
<b>WATER TREATMENT</b>				
Supervision & Engineering	\$812	\$7,598	58%	\$7,051
Operating Expense	10,227	25,509	53%	25,755
Purification Chemicals	1,577	4,522	90%	4,043
Maint of Structures & Grounds	383	435	14%	1,109
Maint of Purification Equipment	14	7,070	71%	3,636
Electric Power	0	4,683	29%	10,179
Laboratory Direct Labor	4,969	33,928	56%	29,837
Laboratory Services	1,780	11,330	142%	4,010
Water Quality Supervision	174	2,661	15%	8,540
Customer Water Quality	633	3,329	37%	5,853
Lab Expense Distributed from Novato	2,607	18,061	60%	16,271
GASB68 Adjustment (Pension)	0	0	0%	0
GASB75 Adjustment (OPEB)	0	0	-	0
<b>WATER TREATMENT</b>	<b>\$23,175</b>	<b>\$119,124</b>	<b>46%</b>	<b>\$116,282</b>

**WEST MARIN WATER  
DETAIL INCOME STATEMENT  
FOR THE PERIOD ENDING DECEMBER 31, 2023**

	DECEMBER 2023	YEAR TO DATE ACTUAL	YTD/ BUDGET%	PRIOR YTD ACTUAL
<b>TRANSMISSION &amp; DISTRIBUTION</b>				
Supervision & Engineering	\$264	\$549	3%	\$9,941
Facilities Location - USA	238	3,816	64%	0
Customer Service Expense	487	3,891	30%	1,778
Storage Facilities Expense	2,220	17,275	27%	19,495
Cathodic Protection	0	492	-	0
Maint of Valves	0	731	18%	2,740
Valve Operation Program	0	0	0%	8,509
Maint of Mains	0	2,231	10%	12,327
Backflow Dev Inspection/Survey	0	3,635	36%	5,879
Maint of Copper Services	0	4,536	151%	758
Maint of PB Service Lines	809	11,281	40%	43,938
Maint of Meters	382	1,196	60%	405
Detector Check Assembly Maint	0	2,807	281%	475
Maint of Hydrants	0	0	0%	194
Hydrant Operation	0	0	0%	8,633
Single Service Installation	8,207	(79)	-	0
GASB68 Adjustment (Pension)	0	0	0%	0
GASB75 Adjustment (OPEB)	0	0	-	0
<b>TRANSMISSION &amp; DISTRIBUTION</b>	<b>\$12,607</b>	<b>\$52,360</b>	<b>23%</b>	<b>\$115,070</b>
<b>CONSUMER ACCOUNTING</b>				
Meter Reading	\$1,633	\$5,891	49%	\$5,452
Collection Expense - Labor	255	501	50%	361
Uncollectable Accounts	45	45	1%	1,579
Online Payment Processing Fees	0	(150)	-	0
Distributed from Novato (3.6%)	1,926	6,741	48%	\$7,029
GASB68 Adjustment (Pension)	0	0	-	0
GASB75 Adjustment (OPEB)	0	0	-	0
<b>CONSUMER ACCOUNTING</b>	<b>\$3,859</b>	<b>\$13,027</b>	<b>42%</b>	<b>\$14,421</b>
<b>WATER CONSERVATION</b>				
Water Conservation Program	\$612	\$4,687	47%	\$2,999
GASB68 Adjustment (Pension)	0	0	-	0
GASB75 Adjustment (OPEB)	0	0	-	0
<b>TOTAL WATER CONSERVATION</b>	<b>\$612</b>	<b>\$4,687</b>	<b>47%</b>	<b>\$2,999</b>
<b>GENERAL AND ADMINISTRATIVE</b>				
Consulting Services/Studies	\$0	\$0	0%	\$13,602
Distributed from Novato (3.6%)	6,018	43,915	53%	46,843
GASB68 Adjustment (Pension)	8,556	51,232	-	41,509
<b>GENERAL &amp; ADMINISTRATIVE</b>	<b>\$14,574</b>	<b>\$95,148</b>	<b>60%</b>	<b>\$101,954</b>
Depreciation (Note 5)	20,087	120,510	50%	134,758
<b>TOTAL OPERATING EXPENSE</b>	<b>\$83,999</b>	<b>\$476,285</b>	<b>43%</b>	<b>\$558,036</b>
<b>OPERATING INCOME/(LOSS)</b>	<b>(\$6,473)</b>	<b>\$78,492</b>	<b>(95%)</b>	<b>(\$1,077)</b>

**WEST MARIN WATER  
 DETAIL INCOME STATEMENT  
 FOR THE PERIOD ENDING DECEMBER 31, 2023**

	<u>DECEMBER 2023</u>	<u>YEAR TO DATE ACTUAL</u>	<u>YTD/ BUDGET%</u>	<u>PRIOR YTD ACTUAL</u>
<b>NON-OPERATING REVENUE</b>				
Interest - General Funds	\$5,020	\$12,363	124%	\$4,220
Interest - Self-Insured WC Fund	0	0	-	12
Interest Revenue-Leases	0	540	-	698
Rents & Leases	0	5,285	88%	5,447
Other Non-Operating Revenue	0	0	-	16
<b>NON-OPERATING REVENUE</b>	<u>\$5,020</u>	<u>\$18,188</u>	114%	<u>\$10,393</u>
<b>NON-OPERATING EXPENSE</b>				
Bank of Marin Loan Interest Expense	\$1,397	\$8,571	50%	\$9,334
Loan from Novato-Interest Expense	2,087	12,522	50%	0
GASB68 Adjustment	0	0	-	0
<b>NON-OPERATING EXPENSE</b>	<u>\$3,484</u>	<u>\$21,093</u>	50%	<u>\$9,334</u>
<b>NET INCOME/(LOSS)</b>	<u>(\$4,937)</u>	<u>\$75,587</u>	(69%)	<u>(\$17)</u>
<b>BEGINNING FUND EQUITY</b>				
		\$7,762,173		\$7,399,720
NET INCOME/(LOSS)	(4,937)	75,587		(17)
<b>CONTRIBUTED CAPITAL</b>				
New Gallagher Well #2 Grant	0	0	0%	0
Developer 'In-Kind' Contributions	539	645	-	48,166
Facility Reserve Charges	0	21,660	103%	0
PRIOR YEAR ADJUSTMENTS (Note 11c)	0	0		0
<b>ENDING FUND EQUITY</b>		<u>\$7,860,065</u>		<u>\$7,447,869</u>

**OCEANA MARIN SEWER  
DETAIL INCOME STATEMENT  
FOR THE PERIOD ENDING DECEMBER 31, 2023**

	DECEMBER 2023	YEAR TO DATE ACTUAL	YTD/ BUDGET%	PRIOR YTD ACTUAL
<b>OPERATING REVENUE</b>				
Sewer Service Charges	\$26,908	\$161,445	50%	\$152,280
Inspection Fees	0	1,200	-	0
<b>TOTAL OPERATING REVENUE</b>	<b>\$26,908</b>	<b>\$162,645</b>	<b>50%</b>	<b>\$152,280</b>
<b>OPERATING EXPENSE</b>				
<b>SEWAGE COLLECTION</b>				
Supervision & Engineering	\$1,436	\$14,788	25%	\$38,669
Inspection	0	2,233	-	0
Operating Expense	770	2,139	214%	741
Facilities Location	0	364	-	0
Maint of Telemetry Equipment	60	245	24%	859
Sewer Service Installation	0	527	-	0
Maint of Lift Stations	0	539	5%	7,173
Maint of Sewer Mains	0	255	9%	2,855
Electric Power	1,514	9,926	41%	9,424
GASB68 Adjustment (Pension)	0	0	0%	0
GASB75 Adjustment (OPEB)	0	0	-	0
<b>SEWAGE COLLECTION</b>	<b>\$3,780</b>	<b>\$31,017</b>	<b>28%</b>	<b>\$59,721</b>
<b>SEWAGE TREATMENT</b>				
Operating Expense	\$1,696	\$40,017	110%	\$11,283
Treatment Supplies & Expense	0	2,372	-	0
Maint of Equipment	0	2,317	77%	1,484
Laboratory Direct Labor	511	3,174	58%	1,775
Lab Expense Distributed from Novato	269	1,689	84%	968
Electric Power	1,297	8,676	58%	6,727
GASB68 Adjustment (Pension)	0	0	0%	0
GASB75 Adjustment (OPEB)	0	0	-	0
<b>SEWAGE TREATMENT</b>	<b>\$3,772</b>	<b>\$58,244</b>	<b>88%</b>	<b>\$22,237</b>
<b>SEWAGE DISPOSAL</b>				
Operating Expense	\$545	\$6,416	58%	\$3,620
Maint of Pump Stations	0	6,676	111%	1,541
Maint of Storage Ponds	0	2,997	75%	0
Maint of Irrigation Field	0	0	0%	4,516
GASB68 Adjustment (Pension)	0	0	0%	0
GASB75 Adjustment (OPEB)	0	0	-	0
<b>SEWAGE DISPOSAL</b>	<b>\$545</b>	<b>\$16,089</b>	<b>46%</b>	<b>\$9,677</b>
<b>CONTRACT OPERATIONS</b>				
<b>CONTRACT OPERATIONS</b>	<b>\$0</b>	<b>\$0</b>	<b>-</b>	<b>\$0</b>
<b>CONSUMER ACCOUNTING</b>				
Online Payment Processing Fees	\$0	(\$300)	-	\$0
Collection Expense - County of Marin	\$351	\$351	-	\$351
Distributed from Novato (0.6%)	551	\$1,644	82%	720
<b>CONSUMER ACCOUNTING</b>	<b>\$902</b>	<b>\$1,695</b>	<b>85%</b>	<b>\$1,071</b>



**OCEANA MARIN SEWER  
DETAIL INCOME STATEMENT  
FOR THE PERIOD ENDING DECEMBER 31, 2023**

	DECEMBER 2023	YEAR TO DATE ACTUAL	YTD/ BUDGET%	PRIOR YTD ACTUAL
<b>GENERAL AND ADMINISTRATIVE</b>				
Consulting Services/Studies	\$0	\$0	-	\$678
Distributed from Novato (1.1%)	1,702	12,419	41%	13,928
Liability Insurance	217	1,300	43%	1,262
GASB68 Adjustment	1,690	10,274	-	10,997
<b>GENERAL AND ADMINISTRATIVE</b>	<b>\$3,609</b>	<b>\$23,993</b>	<b>73%</b>	<b>\$26,865</b>
Depreciation (Note 5)	4,361	26,167	56%	23,372
<b>TOTAL OPERATING EXPENSE</b>	<b>\$16,969</b>	<b>\$157,205</b>	<b>53%</b>	<b>\$142,942</b>
<b>OPERATING INCOME/(LOSS)</b>	<b>\$9,939</b>	<b>\$5,440</b>	<b>19%</b>	<b>\$9,338</b>
<b>NON-OPERATING REVENUE</b>				
Rents & Leases	\$0	\$250	-	\$250
Interest - General Funds	2,311	6,551	94%	5,557
Interest - Self Insured WC Fund	0	0	-	5
<b>NON-OPERATING REVENUE</b>	<b>\$2,311</b>	<b>\$6,801</b>	<b>97%</b>	<b>\$5,812</b>
<b>NON-OPERATING EXPENSE</b>				
Other Non-Operating Expense	\$0	\$0	0%	\$9
GASB68 Adjustment	0	0	-	0
<b>NON-OPERATING EXPENSE</b>	<b>\$0</b>	<b>\$0</b>	<b>0%</b>	<b>\$9</b>
<b>NET INCOME/(LOSS)</b>	<b>\$12,250</b>	<b>\$12,242</b>	<b>42%</b>	<b>\$15,141</b>
<b>BEGINNING FUND EQUITY</b>				
NET INCOME/(LOSS)	12,250	12,242		15,141
<b>CONTRIBUTED CAPITAL</b>				
Contribution in Aid of Construction	0	345	-	0
Sewer Facilities Connection Charges	0	75,000	250%	0
FEMA/CAL OES Grant-OM Treatment Pond	(80)	3,626		11,151
PRIOR YEAR ADJUSTMENTS (Note 11d)	0	0		0
<b>ENDING FUND EQUITY</b>		<b>\$1,786,402</b>		<b>\$1,767,075</b>

**NORTH MARIN WATER DISTRICT  
VEHICLE FLEET ANALYSIS  
FOR PERIOD ENDING DECEMBER 31, 2023**

Fiscal Year to Date

Vehicle Cost per Mile

Year	Description	Veh#	Assigned	Mileage	Expense <sup>1</sup>	Recovery <sup>2</sup>	Gain/(Loss)	Mileage	Life to Date	FYTD24	FYTD23
1	2008 Ford F250 4x4	506	Pool	364	\$266	\$56	(\$210)	82,776	\$0.85	\$0.73	\$0.00
2	2010 Ford F150 4x4	511	Maintenance	158	\$439	\$131	(\$308)	107,421	\$0.51	\$2.78	\$0.00
3	2010 Ford F150	513	Construction	0	\$308	\$0	(\$308)	98,561	\$0.47	\$0.00	\$1.13
4	2012 Ford F250	515	Williamson	4,253	\$2,925	\$4,865	\$1,940	103,645	\$0.64	\$0.69	\$0.17
5	2012 Ford F250	516	Pearce	7,540	\$3,730	\$6,062	\$2,332	119,731	\$0.62	\$0.49	\$2.05
6	2014 Ford F150	517	Kurfirist	1,668	\$794	\$4,918	\$4,124	34,070	\$0.63	\$0.48	\$0.38
7	2015 Ford F250 4x4	518	Construction	874	\$3,258	\$455	(\$2,803)	121,350	\$0.49	\$3.73	\$0.63
8	2015 Ford F150 4X4	521	Watkins/Shop	2,535	\$2,320	\$977	(\$1,344)	65,733	\$0.41	\$0.92	\$0.59
9	2016 Nissan Frontier	522	Roberto	2,260	\$2,745	\$1,297	(\$1,448)	62,372	\$0.42	\$1.21	\$0.63
10	2017 Ford Escape 4X4	523	Lab	1,724	\$1,010	\$964	(\$46)	41,296	\$0.35	\$0.59	\$0.25
11	2016 Nissan Frontier	524	Bynum	6,023	\$3,325	\$4,711	\$1,386	69,303	\$0.55	\$0.55	\$0.58
12	2018 Ford Cargo Van	526	On-Call	4,013	\$2,309	\$238	(\$2,071)	51,231	\$0.49	\$0.58	\$0.36
13	2018 Dodge Ram 2500	527	Breit	9,060	\$6,370	\$5,726	(\$644)	69,067	\$0.61	\$0.70	\$0.35
14	2019 Chev Colorado 4x4	528	Stompe	2,800	\$1,990	\$1,939	(\$51)	25,402	\$0.55	\$0.71	\$0.56
15	2019 Nissan Rogue	531	Eng/Wtr Consv	1,046	\$1,150	\$739	(\$411)	19,944	\$0.37	\$1.10	\$0.58
16	2019 Nissan Frontier	533	Pool	1,379	\$1,286	\$1,078	(\$208)	36,111	\$0.48	\$0.93	\$0.52
17	2019 Ford F-150 2WD	534	Reed	2,043	\$526	\$4,130	\$3,604	12,908	\$0.49	\$0.26	\$0.67
18	2019 Ford F-150 4x4	535	STP	3,428	\$824	\$840	\$16	31,473	\$0.30	\$0.24	\$0.00
19	2020 Chevrolet Colorado 2WD	536	Lawrence	6,592	\$4,251	\$4,081	(\$170)	45,353	\$0.35	\$0.64	\$0.70
20	2020 Ford F250 4X4	537	Northen	8,744	\$6,551	\$5,649	(\$902)	53,662	\$0.55	\$0.75	\$0.48
21	2020 Ford F250 4X4	538	STP	1,651	\$4,243	\$672	(\$3,571)	15,375	\$0.75	\$2.57	\$0.35
22	2020 Ford F150 2WD	539	Construction	2,276	\$1,217	\$2,450	\$1,233	17,084	\$0.40	\$0.53	\$0.22
23	2020 Ford F150 2WD	540	Bergstrom	4,788	\$1,481	\$5,163	\$3,681	32,206	\$0.34	\$0.31	\$0.52
24	2021 Nissan Rogue	541	Clark	2,473	\$2,142	\$665	(\$1,477)	25,425	\$0.32	\$0.87	\$0.47
25	2021 Nissan Frontier	542	STP	3,459	\$3,919	\$1,460	(\$2,460)	23,631	\$0.46	\$1.13	\$0.44
26	2021 Ford Ranger 4x4	543	Maintenance	782	\$252	\$469	\$217	22,608	\$0.27	\$0.32	\$0.34
27	2020 Ford F150	544	Grisso	529	\$236	\$511	\$275	2,167	\$0.49	\$0.45	\$0.44
28	2021 Ford F150	545	Kane	2,550	\$1,021	\$56	(\$965)	8,000	\$0.30	\$0.40	\$0.60
29	2021 Ford F150 4x4	546	Kauwe	6,425	\$2,271	\$1,936	(\$335)	16,297	\$0.33	\$0.35	\$0.74
30	2022 Chevy Bolt EUV	548	LAB	3,543	\$0	\$1,453	\$1,453	9,970	\$0.02	\$0.00	\$0.51
31	2023 Chevy Bolt EUV	549	LeBrun	6,040	\$248	\$504	\$256	12,812	\$0.06	\$0.04	\$0.34
32	2022 Ford Ranger 4x4	550	Davenport	6,638	\$2,551	\$3,598	\$1,047	10,820	\$0.41	\$0.38	\$0.47
33	2022 Ford Ranger 2WD	551	Ladd	1,019	\$214	\$1,855	\$1,641	1,656	\$0.45	\$0.21	\$0.03
34	2022 Ford Ranger 2WD	552	Castellucci	6,635	\$1,764	\$5,278	\$3,514	12,378	\$0.27	\$0.27	\$0.00
35	2022 Ford Ranger 2WD	553	Construction	1,405	\$938	\$518	(\$420)	6,265	\$0.48	\$0.67	\$0.00
36	2023 Ford Ranger 4x4	554	Kehoe, Chris	6,325	\$1,727	\$2,755	\$1,028	7,231	\$0.27	\$0.27	\$0.00
37	2023 Nissan Leaf EV	555	Clark	3,727	\$308	\$896	\$588	3,727	\$0.08	\$0.08	\$0.00
<b>Total 3/4 Ton &amp; Under</b>				<b>126,769</b>	<b>\$70,910</b>	<b>\$79,091</b>	<b>\$8,182</b>	<b>1,479,061</b>	<b>\$0.48</b>	<b>\$0.56</b>	<b>\$0.52</b>
1	1999 Ford F350 W/Svc Body	19	Pool	315	\$486	\$602	\$116	140,690	\$0.82	\$0.00	\$0.25
2	2002 Int'l 5 Yd Dump	44	Construction	479	\$1,822	\$2,422	\$600	118,032	\$1.83	\$3.80	\$3.78
3	2006 Int'l 4300 Crew	503	Construction/Crew	1,021	\$1,975	\$11,956	\$9,981	58,210	\$2.52	\$1.93	\$1.76
4	2009 Peterbilt 325 Crew	508	Construction/Crew	1,377	\$2,836	\$12,362	\$9,526	51,207	\$2.36	\$2.06	\$2.08
5	2012 Int'l 5 Yd Dump	514	Construction	2,488	\$6,616	\$9,744	\$3,128	60,381	\$1.74	\$2.66	\$3.29
6	2015 Int'l 5 Yd Dump	519	Sjoblom	1,806	\$3,897	\$6,902	\$4,587	61,070	\$1.41	\$2.16	\$0.59
7	2017 Ford F350 4x4	525	Lemos	2,407	\$1,505	\$6,972	\$5,467	59,298	\$0.79	\$0.63	\$2.26
8	2019 Ford F550 3 YD Dump	530	Construction	1,371	\$1,685	\$6,272	\$4,587	14,719	\$1.38	\$1.23	\$0.59
9	2021 Int'l 5 Yd Dump	547	Breit	1,728	\$2,488	\$7,273	\$4,785	6,308	\$2.34	\$1.44	\$3.55
<b>Total 1 Ton &amp; Over</b>				<b>12,992</b>	<b>\$23,309</b>	<b>\$64,505</b>	<b>\$42,777</b>	<b>569,915</b>	<b>\$1.51</b>	<b>\$1.79</b>	<b>\$2.79</b>

<sup>1</sup> Expense amount shown excludes depreciation (approximately \$210,000 for FY24).

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

**NORTH MARIN WATER DISTRICT  
WATER CONSERVATION PROGRAM DETAIL  
PERIOD ENDING DECEMBER 31, 2023**

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Description		COST THRU JUNE 2023	DECEMBER 2023	FYTD TOTAL	FY 23/24 BUDGET	(OVER) UNDER	TOTAL COST	Notes			
<b>NOVATO</b>											
a. Residential											
1-7700-01	1-7700-26	1	Cash for Grass	\$554,857	\$1,214	\$15,568	\$60,000	\$44,432	\$570,425	(e)	58001-01-21
1-7700-02	1-7700-27	2	Landscape Efficiency Rebates	40,056	351	2,845	6,000	3,155	42,901	(e)	58001-01-21
1-7700-03		3	Fixtures Purchases	71,840	0	0	5,000	5,000	71,840	(e)	58001-01-21
1-7700-06	1-7700-28	4	Washing Machine Rebates	367,327	306	4,166	5,000	834	371,494	(e)	58001-01-21
1-7700-07		5	Demonstration Garden Improvements	55,105	0	0	0	0	55,105	(e)	58001-01-21
1-7700-11	1-7700-29	6	Toilet Rebate-Residential	1,076,799	1,156	7,148	25,000	17,852	1,083,947	(e)	58001-01-21
1-7700-12		7	Toilet Rebate - MF	130	0	0	0	0	130	(e)	58001-01-21
1-7700-13		8	Residential Audits	500,053	60	800	20,000	19,200	500,853	(e)	58001-01-21
1-7700-15		9	High Efficiency Toilet Distribution	242,197	0	0	0	0	242,197	(e)	58001-01-21
1-7700-16		10	Water Waste Ordinance Monitoring	161,081	47	1,375	25,000	23,626	162,455	(e)	58001-01-21
1-7700-17	1-7700-31	11	Swimming Pool Cover Rebate	13,225	285	1,699	5,000	3,301	14,924	(e)	58001-01-21
1-7700-19	1-7700-32	12	ET Controller Rebate	59,625	65	854	6,000	5,146	60,478	(e)	58001-01-21
1-7700-08		13	Administration	1,977,291	9,294	58,423	126,000	67,577	2,035,713	(e)	58001-01-21
1-7700-20		14	New Development Wtr Cons Program	147,602	917	5,046	10,000	4,954	152,648	(e)	58001-01-21
1-7700-21	1-7700-33	15	Demand Offset Rebate Program	4,905	108	108	2,000	1,892	5,013	(e)	58001-01-21
1-7700-23		16	Grant Administration	3,300	0	0	1,000	1,000	3,300	(e)	58001-01-21
1-7700-24	1-7700-34	17	Hot Water Recirculation Rebate	4,466	122	208	2,000	1,792	4,673	(e)	58001-01-21
1-7700-25		18	Residential Fill Station	66,442	0	0	0	0	66,442	(e)	58001-01-21
1-7700-35		19	UWMP	16,733	0	0	0	0	16,733	(e)	58001-01-21
b. Non-Residential Programs											
1-7701-03	1-7701-04	1	Commercial Programs	50,006	1,835	7,110	10,295	3,185	57,116	(e)	58002-01-21
1-7702-01		2	Large Landscape Programs	49,979	330	3,120	12,967	9,847	53,099	(e)	58004-01-21
1-7700-04		c.	Public Outreach/Information	560,311	5,963	83,669	144,738	61,069	643,980	(e)	58003-01-21
<b>TOTAL NOVATO WATER CONSERVATION</b>				<b>\$6,023,329</b>	<b>\$22,051</b>	<b>\$192,138</b>	<b>\$466,000</b>	<b>\$273,862</b>	<b>\$6,215,467</b>		
<b>WEST MARIN WATER</b>											
2-5166-00		a.	Water Conservation Program	\$191,069	\$612	\$4,687	\$10,000	\$5,313	\$195,756	(e)	58000-02-21
<b>TOTAL WEST MARIN WATER CONSERVATION</b>				<b>\$191,069</b>	<b>\$612</b>	<b>\$4,687</b>	<b>\$10,000</b>	<b>\$5,313</b>	<b>\$195,756</b>		

**NORTH MARIN WATER DISTRICT  
CAPITAL IMPROVEMENT PROJECTS  
PERIOD ENDING DECEMBER 31, 2023**

Description		COST THRU JUNE 2023	DECEMBER 2023	FYTD TOTAL	FY 23/24 BUDGET	(OVER)/UNDER BUDGET	TOTAL COST
<b>1. PIPELINES</b>							
<b>1a Pipeline Improvements</b>							
a. Main/Pipeline Replacements							
1-7195-00	1 Novato Blvd Widening Diablo to Grant	\$77,199	\$320	\$12,853	\$80,000	\$67,147	\$90,053
1-7209-00	2 George St Main Replacement	79,197	1,759	106,942	225,000	118,058	186,139
1-7150-00	3 San Mateo Tank 24" Transmission Main	238,166	0	0	25,000	25,000	238,166
1-7211-00	4 Arthur St. Main Relocation	0	6,915	37,067	0	(37,067)	37,067
<b>1b Pipeline Replacements</b>							
1-8737-08	1 Repl 8" CI w/pvc-Railroad/Rose	\$82,117	\$147	\$7,447	\$350,000	\$342,553	\$89,564
1-7212-00	2 Stafford Lake Park Svc Line	0	0	971	0	(971)	971
<b>1c Aqueduct Improvements</b>							
1-6000-42	1 North Marin Aqueduct Restoration near Olompali Slide (CIP)	\$0	125,742	\$125,742	\$50,000	(\$75,742)	\$125,742
	2 Interconnection Modifications (w/ MMWD)	0	0	0	100,000	100,000	0
<b>1d Other Pipeline Projects</b>							
	1 Sync w/ City or County Paving	\$0	\$0	\$0	\$10,000	\$10,000	\$0
	2 Replace Galvanized Steel Pipe (200 LF/yr)	0	0	0	25,000	25,000	0
	3 Polybutylene (PB) Service Line Replacements	0	0	0	25,000	25,000	0
	4 Replace Plastic Thin Walled Pipe (< 4-inch)	0	0	0	50,000	50,000	0
	5 Other Main Replacements (60+ years old)	0	0	0	100,000	100,000	0
<b>Subtotal Pipelines</b>		<b>\$476,680</b>	<b>\$134,882</b>	<b>\$291,022</b>	<b>\$1,040,000</b>	<b>\$748,978</b>	<b>\$767,702</b>
<b>2. STORAGE TANKS &amp; PUMP STATIONS</b>							
<b>2a Tank Rehabilitation / Replacement</b>							
1-6207-20	1 Old Ranch Rd Tank Replacement	\$1,859,324	\$0	\$2,937	\$15,000	\$12,063	\$1,862,261
1-6209-20	2 Garner Tank Recoat	10,989	0	0	25,000	25,000	10,989
1-6213-24	3 Lynwood Tank #1 Seismic Upgrade/Coating	0	0	0	0	0	0
1-6414-20	4 Lynwood Tank #2 Seismic Upgrade/Coating	0	0	0	25,000	25,000	0
<b>2b Pump Station Rehabilitation / Replacement</b>							
1-6112-26	1 Lynwood PS Replacement	\$210,656	\$18,612	\$58,065	\$300,000	\$241,935	\$268,721
1-6141-00	2 Crest PS	320,399	5,336	68,366	1,500,000	1,431,634	388,765
1-6103-22	3 Cherryhill PS Retaining Wall Repair	4,784	11,761	24,900	200,000	175,100	29,684
<b>2c Hydropneumatic Systems</b>							
1-7170-00	1 Hydropneumatic Tank Repairs	\$190,792	\$0	\$35,072	\$850,000	\$814,928	\$225,863
1-7170-01	2 Bahia Hydropneumatic System Replacement	0	413	4,805	0	0	4,805
1-6600-34	3 HSPS #3 MOTOR R&R	166,752	0	0.00	0	0	166,752
<b>2d Other Tank &amp; Pump Station Improvements</b>							
	1 Other Tank & Pump Station Improvements	\$0	\$0	\$0	\$25,000	\$25,000	\$0
	2 Recoating of Other Tanks	0	0	0	25,000	25,000	0
1-7187-00	3 Mobil Pump Station for Tank Cleaning	19,255	0	0	20,000	20,000	19,255
1-6117-28	4 San Marin PS Motor Replacement (2)	0	0	0	0	0	0
<b>Subtotal Storage Tanks &amp; Pump Stations</b>		<b>\$2,782,951</b>	<b>\$36,122</b>	<b>\$194,145</b>	<b>\$2,985,000</b>	<b>\$2,795,660</b>	<b>\$2,977,095</b>

**NORTH MARIN WATER DISTRICT  
CAPITAL IMPROVEMENT PROJECTS  
PERIOD ENDING DECEMBER 31, 2023**

Description		COST THRU JUNE 2023	DECEMBER 2023	FYTD TOTAL	FY 23/24 BUDGET	(OVER)/UNDER BUDGET	TOTAL COST
<b>3. STAFFORD IMPROVEMENTS</b>							
<b>3a Stafford Treatment Plant (STP)</b>							
1-6610-22	1 Replace Supernatant Line to Center Road (4" @ 4,400')	\$21,719	\$212,896	\$217,761	\$625,000	\$407,239	\$239,479
	2 STP Efficiency Improvements	0			50,000	50,000	0
1-6610-26	3 STP-Chemical System Upgrade	7,944	0	0.00	50,000	50,000	7,944
1-6610-27	4 STP-VFD Upgrades	73,571	0	(73,571)	0	73,571	0
1-6610-29	5 STP-Tower Hose Replacement	0	98	44,496	0	(44,496)	44,496
1-6610-30	6 STP Primary Filter Basin Improvements	0	80,037	80,164.31	400,000	319,836	80,164
1-6610-31	7 Dam Piezometer Automation	0	0	0.00	0	0	0
1-6600-xx	8 Other Treatment Plant Improvements	0	0	0	100,000	100,000	0
<b>3b Stafford Dam / Watershed</b>							
1-6610-24	1 Water Supply Enhancements-Spillway ASG	\$26,958	\$0	\$9,971	\$150,000	\$140,029	\$36,929
1-6610-25	2 Dam Spillway Concrete Repair	5,720	3,699	31,112	100,000	68,888	36,832
1-6610-28	3 Access Road Slide Repair	\$0	0	7	\$50,000	49,993	7
1-6600-96	4 Leveroni Creek Embankment Repair <sup>1</sup>	92,294	0	0	0	0	92,294
<b>Subtotal Stafford Improvements</b>		<b>\$228,206</b>	<b>\$296,730</b>	<b>\$309,940</b>	<b>\$1,525,000</b>	<b>\$1,215,060</b>	<b>\$538,146</b>
<b>4. MISCELLANEOUS IMPROVEMENTS (NOVATO)</b>							
<b>4a District Offices</b>							
1-6501-44	1 NMWD Headquarters Upgrade <sup>2</sup>	\$9,549,019	\$703,019	\$4,259,908	\$8,000,000	\$3,740,092	\$13,808,928
1-6502-48	2 Repave Corp Yard	173,135	0	210,497	0	(210,497)	383,631
1-6502-49	3 Construction Locker Room Remodel	0	1,806	1,806	150,000	148,194	1,806
	4 Program Assessment for Yard Site Improvements	0			75,000	75,000	0
<b>4b System Pressure / Valving</b>							
	1 Frosty Lane Interconnect	0	0	0	0	0	0
1-2831-01	2 Veranda by Landsea-Stub out to Adjacent Property	0	272	821	0	(821)	821
1-7210-01	3 Compound Ultrsnc Mtr Rpl-Buck Inst	0	0	5,848	0	(5,848)	5,848
<b>4c Other Miscellaneous Improvements</b>							
	1 Backflow Protection - DCDA Repair/Replace (FY24)	\$0	\$0	\$0	\$50,000	\$50,000	\$0
1-7007-16	2 Detector Check Assembly Repair/Repl-FY23 (~8/yr)	9,460	15,283	122,668	0	(122,668)	132,128
	3 Cathodic Protection - Anode Installation (FY24)	0	0	0	10,000	\$10,000	\$0
	4 Other System Improvements	0	0	0	100,000	\$100,000	\$0
<b>Subtotal Miscellaneous Improvements (Novato)</b>		<b>\$9,731,614</b>	<b>\$720,380</b>	<b>\$4,601,549</b>	<b>\$8,385,000</b>	<b>\$3,783,451</b>	<b>\$14,333,163</b>

NORTH MARIN WATER DISTRICT  
**CAPITAL IMPROVEMENT PROJECTS**  
**PERIOD ENDING DECEMBER 31, 2023**

Description	COST THRU JUNE 2023	DECEMBER 2023	FYTD TOTAL	FY 23/24 BUDGET	(OVER)/UNDER BUDGET	TOTAL COST
<b>5. RECYCLED WATER SYSTEM (NOVATO)</b>						
<b>5a RW Pipelines</b>						
5-6501-48 1 NNWD HQ RW Ext from Redwood Blvd	\$0	\$0	\$0	\$300,000	\$300,000	\$0
5-7162-07 2 Hamilton Homeward Bound RW Main Ext <sup>5</sup>	661	892	61,497	300,000	238,503	62,158
<b>5b RW Tanks &amp; Pump Stations</b>						
1 Leak Repair - Reservoir Hill Tank	\$0	\$0	\$0	\$100,000	\$100,000	\$0
<b>5c Other RW Improvements</b>						
1 Other Recycled Water Improvements	\$0	\$0	\$0	\$50,000	\$50,000	\$0
2 RW Central Area ROW/Easements	0	0	0	90,000	90,000	0
<b>TOTAL RECYCLED WATER</b>	<b>\$661</b>	<b>\$892</b>	<b>\$61,497</b>	<b>\$840,000</b>	<b>\$778,503</b>	<b>\$62,158</b>
<b>6. WEST MARIN SYSTEM</b>						
<b>6a WM Pipelines</b>						
2-8912-00 1 Lagunitas Bridge Pipeline Replacement	\$85,562	\$1,505	\$3,525	\$50,000	\$46,475	\$89,087
2-7192-02 2 PRE 2" Galvanized Pipe-Sunnyside/Dover/Carlton/Balboa	58,420	0	6,646	0	(6,646)	65,066
2-7192-01 3 Replace PRE 2" Galv Pipe-Balboa/Drakesview/Baywood	8,290	0	0	125,000	125,000	8,290
<b>6b WM Tanks &amp; Pump Stations</b>						
<b>6c WM Wells</b>						
2-6604-23 1 Gallagher Well #1-Assess/Rehab	\$35,350	\$299	\$10,186	\$85,000	\$74,814	\$45,536
2-6609-21 2 GW #2-DWR Grant T1-Admin	3,422	0	0	10,000	10,000	3,422
2-6609-20 3 New Gallagher Well #2 <sup>3</sup>	1,005,260	4,755	44,625	165,000	120,375	1,049,885
2-6609-22 4 GW #2-DWR Grant T2-Well	3,618	0	0	0	0	3,618
2-6609-23 5 GW #2-DWR Grant T31-M&P	150,657	0	1,640	0	(1,640)	152,298
<b>6d WM Treatment Plant</b>						
2-6601-38 1 Pt Reyes TP - Pipe Gallery	0	186	186	75,000	74,814	186
<b>6e WM Other Improvements</b>						
2-8829-00 1 SYNC W/County Paving	\$1,455	\$0	\$0	\$20,000	\$20,000	\$1,455
2 Polybutylene (PB) Service Line Replacements	0	0	0	25,000	25,000	0
2-7185-00 3 Gallagher Ranch Streambank Stabilization	728,935	318	2,878	5,000	2,122	731,813
4 Other Water System Improvements <sup>4</sup>	0	0	0	25,000	25,000	0
<b>TOTAL WEST MARIN</b>	<b>\$2,080,970</b>	<b>\$7,064</b>	<b>\$69,686</b>	<b>\$585,000</b>	<b>\$515,314</b>	<b>\$2,150,656</b>
<b>7. OCEANA MARIN</b>						
<b>7a OM Pipelines</b>						
8-7208-01 1 Sewer Force Main Improvements-FM 1A	\$37,153	\$8,259	\$12,890	\$80,000	\$67,110	\$50,042
<b>7b OM Lift Station</b>						
<b>7c OM Treatment Ponds</b>						
8-7173-00 1 OM Treatment Pond Rehab-404 Grant-FEMA <sup>6&amp;7</sup>	\$206,776	(\$2,245)	\$1,829	\$800,000	\$798,171	\$208,605
8-7173-01 2 OM Treatment Pond Rehab-Grant Management	8,312	(2,300)	4,706	10,000	5,294	13,017
8-7173-02 3 OM Treatment Pond Rehab-PH 2 Const FEMA	0	1,649	45,777	0	(45,777)	45,777
<b>7d OM Other Improvements</b>						
1 Infiltration Repair (FY24)	\$0	\$0	\$0	\$40,000	\$40,000	\$0
2 Other Sewer System Improvements	0	0	0	25,000	25,000	0
<b>TOTAL OCEANA MARIN</b>	<b>\$252,240</b>	<b>\$5,363</b>	<b>\$65,202</b>	<b>\$955,000</b>	<b>\$889,798</b>	<b>\$317,441</b>

**NORTH MARIN WATER DISTRICT  
CAPITAL IMPROVEMENT PROJECTS  
PERIOD ENDING DECEMBER 31, 2023**

Description	COST THRU JUNE 2023	DECEMBER 2023	FYTD TOTAL	FY 23/24 BUDGET	(OVER)/UNDER BUDGET	TOTAL COST
<b>SUMMARY - GROSS PROJECT OUTLAY</b>						
		<b>Current Month</b>	<b>FYTD Total</b>	<b>FY 23/24 Budget</b>	<b>FYTD/ Budget%</b>	
Novato Water Capital Projects		\$1,188,114	\$5,396,656	\$13,935,000	39%	
Novato Recycled Water Capital Projects		892	61,497	840,000	7%	
West Marin Water Capital Projects		7,064	69,686	585,000	12%	
Oceana Marin Sewer Capital Projects		5,363	65,202	955,000	7%	
<b>Gross Capital Improvement Project Outlays</b>		<b>\$1,201,433</b>	<b>\$5,593,041</b>	<b>\$16,315,000</b>	<b>34%</b>	
<b>8 LESS FUNDED BY GRANTS, LOANS &amp; REIMBURSEMENTS</b>						
<b>(Accrued)/Deferred</b>						
a. NW - Loan Funds - Office/Yard Building Renovation	(\$2,323,020)	(\$703,019)	(\$4,259,908)	\$0	\$4,259,908	(\$6,582,928)
b. NW - Loan Funds - Crest PS Construction	0	(5,336)	(68,366)	0	68,366	(68,366)
c. NW - Loan Funds - Lynwood PS Replacement	0	(18,612)	(58,065)	0	58,065	(58,065)
d. NW - Loan Funds - Stafford ASG Construction	0	0	(9,971)	0	9,971	(9,971)
e. NW - Capital Replacement Expansion Fund	(146,634)			0	0	(146,634)
f. WM - CA DWR Drought Relief Grant for GW02	87,472	(4,755)	38,591	0	(38,591)	126,063
g. WM - Lagunitas Creek Bridge Pipeline Grant (FEMA)				0	\$0	\$0
h. OM - Novato Water Loan to OM				0	\$0	\$0
i. OM - Treatment Pond Rehab Grant (FEMA)	(53,489)	2,245	4,116	0	(4,116)	(49,373)
<b>FUNDING BY OTHERS (ACCRUED)/DEFERRED</b>	<b>(\$2,435,671)</b>	<b>(\$729,477)</b>	<b>(\$4,353,603)</b>	<b>\$0</b>	<b>\$4,353,603</b>	<b>(\$6,789,274)</b>
<b>Received</b>						
a. NW - Loan Funds - Office/Yard Building Renovation	(\$7,226,000)	\$0	\$0	\$8,000,000	\$8,000,000	(\$7,226,000)
b. NW - Loan Funds - Crest PS Construction	0	0	0	1,500,000	1,500,000	0
c. NW - Loan Funds - Lynwood PS Replacement	0	0	0	0	0	0
d. NW - Loan Funds - Stafford ASG Construction	0	0	0	0	0	0
e. RW - Capital Replacement Expansion Fund	0	0	0	750,000	750,000	0
f. WM - CA DWR Drought Relief Grant for GW02	(400,842)	0	(83,216)	165,000	248,216	(484,058)
g. WM - Lagunitas Creek Bridge Pipeline Grant (FEMA)	0	0	0	40,000	40,000	0
h. OM - Novato Water Loan to OM	0	0	0	200,000	200,000	0
i. OM - Treatment Pond Rehab Grant (FEMA)	(103,631)	0	(5,945)	600,000	600,945	(109,576)
<b>FUNDING BY OTHERS RECEIVED</b>	<b>(\$7,730,473)</b>	<b>\$0</b>	<b>(\$89,161)</b>	<b>\$11,255,000</b>	<b>\$3,435,366</b>	<b>(\$7,819,634)</b>
<b>NET PROJECT EXPENDITURES</b>	<b>\$5,387,177</b>	<b>\$471,956</b>	<b>\$1,150,277</b>	<b>\$27,570,000</b>	<b>\$18,515,734</b>	<b>\$6,537,454</b>

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CIP SUMMARY-NET EXPENDITURES:	Current Month	FYTD Total	FY 23/24 Budget	FYTD/ Budget%
Novato Water Capital Projects	\$1,188,114	\$5,396,656	\$4,435,000	122%
Novato Recycled Water Capital Projects	892	61,497	90,000	68%
West Marin Water Capital Projects	7,064	152,902	380,000	40%
Oceana Marin Sewer Capital Projects	5,363	71,147	155,000	46%
<b>Net Capital Improvement Project Outlays</b>	<b>\$1,201,433</b>	<b>\$5,682,202</b>	<b>\$5,060,000</b>	<b>112%</b>

**8. EQUIPMENT BUDGET**

1 Class 8 Service Truck			\$340,000	\$340,000
2 4,000 Tanker Truck			50,000	50,000
3 Lease Vehicles	0	30,626	148,000	117,374
5 Miscellaneous Equipment Purchases	0	10,767	0	(10,767)
	<b>\$0</b>	<b>\$41,393</b>	<b>\$538,000</b>	<b>\$496,607</b>

**NORTH MARIN WATER DISTRICT  
CAPITAL IMPROVEMENT PROJECTS  
PERIOD ENDING DECEMBER 31, 2023**

Description	COST THRU JUNE 2023	DECEMBER 2023	FYTD TOTAL	FY 23/24 BUDGET	(OVER)/UNDER BUDGET	TOTAL COST
<b>9. STUDIES &amp; SPECIAL PROJECTS</b>						
<b>9a General Studies</b>						
	\$0	\$0	\$0	\$25,000	\$25,000	\$0
1-4102-00 2 GIS Conversion/Mapping Project	16,015	7,349	27,087	25,000	(2,087)	43,102
3 Water Conservation Standards Assessment		0	0	25,000	25,000	0
<b>9b Novato Service Area Studies</b>						
1-4107-00 1 Novato Rate Study	\$0	\$2,000	\$15,600	\$60,000	\$44,400	\$15,600
2 North Marin Aqueduct Vulnerability/Cathodic Assessment	0	0	0	90,000	90,000	0
3 Stafford Treatment Plant Risk Management Plan Update	0	0	0	60,000	60,000	0
1-4099-00 4 Drought Contingency Plan-NBWRA	9,333	0	0	0	0	9,333
5 Novato-G&A Consultants/Studies General	0	0	2,800	0	(2,800)	2,800
1-4100-00 6 STP-Chlorine Code Compliance	0	0	693	0	(693)	693
1-4104-23 7 North Marin Master Plan-CY23	0	0	2,586	100,000	97,414	2,586
1-4105-00 8 SMART Master Agreement	0	0	2,548	0	(2,548)	2,548
1-4057-00 9 Local Water Supply Enhancement Study	282,240	0	0	0	0	282,240
1-4059-01 10 Stafford Lake Water Rights Review	9,490	0	0	0	0	9,490
1-4077-00 11 Potter Valley Project FERC Relicensing	30,146	1,688	5,378	0	(5,378)	35,523
1-4093-00 12 Gateway Commons Backflow Study	9,440	0	686	0	(686)	10,126
1-6501-43 13 Electronic Document Mgmt System	36,955	0	0	0	0	36,955
1-6610-21 14 STP-Corrosion Assessment	77,205	1,247	4,934	0	(4,934)	82,139
1-4076-01 15 District Boundary Election Map Review	32,000	0	0	0	0	32,000
1-7140-01 16 Stafford Dam EAP & Inundation Map	2,270	0	0	0	0	2,270
<b>9c WM Service Area Studies</b>						
	\$0	\$0	\$0	\$75,000	\$75,000	\$0
2-4089-00 2 Coast Guard Housing-PRTP Study	21,522	0	0	0	0	21,522
2-4101-00 3 Black Mountain Ranch Well Feasibility Study	474	0	0	0	0	474
<b>9d OM Service Area Studies</b>						
8-4096-00 1 Dillon Beach Wastewater Study	\$678	\$0	\$0	\$0	\$0	\$678
8-4080-00 2 OM Sewer System Management Plan	10,138	0	0	0	0	10,138
<b>9e Other Studies</b>						
5-4087-00 1 Recycled Water Program Strategy	\$17,359	\$0	\$0	\$0	\$0	\$17,359
	<b>\$555,265</b>	<b>\$12,284</b>	<b>\$62,311</b>	<b>\$460,000</b>	<b>\$397,689</b>	<b>\$617,576</b>

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**Notes to Capital Improvement Projects Schedule:**

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



## North Marin Water District Financial Statement Notes

### Note 1 - Restricted Cash

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

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

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

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

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

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

## **Note 2 - Designated Cash**

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

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

**Retiree Medical Benefits Fund:** NMWD pays the cost of health insurance for retirees between the ages of 55 and 65 and spouse under any group plan offered by CalPERS. The retiree must be at least 55 and have a minimum of 12 years (for employees hired on or before September 30, 2018) and a minimum of 20 years (for employees hired after September 30, 2018) of NMWD service at the date of retirement. NMWD's contribution toward the chosen plan is capped in the same manner as all other NMWD employees in the same class. Coverage terminates for the spouse when the spouse becomes eligible for Medicare, or for both the retiree and spouse when the retiree becomes eligible for Medicare. When the retiree or spouse becomes eligible for Medicare, NMWD pays up to the couple annuitant rate, which is capped at \$3,830 per year (\$319/month). In August 2003, NMWD transferred \$2.55 million (\$2.3 million for current retirees plus \$250,000 for future retirees) from unrestricted cash into a reserve to fund this obligation. In 2010 the Board directed staff to add \$1,500 per employee annually as a payroll overhead to accrue and accelerate amortization of this liability. The accrual is maintained as a Long-Term Liability entitled Total OPEB Liability. In 2022 an Actuarial Analysis calculated NMWD's total actuarial liability at \$4.3 million. The Retiree Medical Benefits cash fund earns interest quarterly.

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

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

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

**Note 3 – Employee Loans**

**Housing Loans:** The District’s Employer Assisted Housing Program allows up to \$300,000 to be loaned to an employee for a period of up to 15 years for the purchase of a home within the District service territory that will enable the employee to respond rapidly to emergencies affecting the operation of the District. Repayment is due upon sale, termination of employment, or other event as described in the Program. Interest on the loan is based on the amount of interest revenue that the District would have earned over the period of the loan. There is one employee-housing loan currently outstanding totaling \$250,000 dated March 2015.

**Note 4 – Other Long Term Receivables**

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

**Note 5 – Depreciation**

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

<u>Facility</u>	<u>Life (Years)</u>
Aqueduct.....	150
Dam.....	100
Buildings & Structures.....	40
Mains.....	50
Pumping Equipment.....	25
Water Treatment Equipment.....	20
Storage & Transmission (16"+) Facilities.....	50
Distribution Facilities (includes Pump Stations).....	50
Office, Laboratory, Construction & Shop Tools & Equipment.....	10
Vehicles 1 ton or greater.....	10
All other vehicles.....	5
Sewer Mains.....	40
Sewer Pumps.....	4-10

**Note 6 - Capitalization Policy**

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

**Note 7 – Bond & Loan Servicing Schedule for Fiscal Year 2023-2024**

North Marin Water District  
Financial Statement Notes

Service Area	Description	Issue Date	Rate	Original Amount	Payment Due	Final Pmt	Interest Expense	Principal Paid	6/30/24 Outstanding Balance
Novato	SRF Loan - STP	2004	2.39%	\$16,528,850	7/1 & 1/1	07/01/29	\$133,353	\$911,121	\$4,894,922
Novato	Bank Marin Loan	2011	3.42%	\$7,000,000	27 <sup>th</sup> /mo	10/27/31	\$113,863	\$368,178	\$3,122,754
Novato	Chase Bank Loan	2018	2.69%	\$4,600,000	3/1 & 9/1	03/01/33	\$88,098	\$290,000	\$3,275,000
Novato	Webster Bank	2022	3.11%	\$20,000,000	3/1 & 9/1	03/01/42	\$594,642	\$753,254	\$18,367,077
Novato Total							\$929,956	\$2,322,553	\$29,659,753
RW TP	SRF Loan	2006	2.40%	\$4,302,560	20-Jun	06/19/27	\$24,741	\$248,626	\$782,256
RW North	SRF Loans (4)	2013	2.60%	\$4,375,605	Varies	Varies	\$60,481	\$221,411	\$2,104,790
RW South	SRF Loans (3)	2013	2.20%	\$5,361,952	Varies	Varies	\$66,742	\$268,561	\$2,633,535
RW Central	SRF Loan	2016	1.00%	\$7,130,503	19-Dec	12/31/47	\$60,734	\$215,039	\$5,858,351
Recycled Water Total							\$212,698	\$953,637	\$11,378,932
WM Water	Bank Marin Loan	2012	3.42%	\$1,000,000	27 <sup>th</sup> /mo	10/27/31	\$16,714	\$54,045	\$458,386
West Marin Water Total							\$16,714	\$54,045	\$458,386
FY24 Total							\$1,159,368	\$3,330,235	\$41,497,071

1. In April 2004 the California State Department of Water Resources approved a 2.39% 20-year loan for reconstruction of the Stafford Water Treatment Plant. The project was completed in FY09 with repair of the Outlet Tower Sluice Gate. Interest paid during construction totaled \$1,636,378. The loan covenants require an annual reserve fund contribution of \$104,447 (10% of the annual debt service obligation) be deposited into the Marin County Treasury during each of the first ten years of the repayment period. Debt service is funded 25% by Facility Reserve Charges. The first payment was made in December 2009.
2. In October 2011 Bank of Marin made a 20-year 3.54% (APR) loan of \$8 million to fund the District's share of the Aqueduct Energy Efficiency Project. See Note 15 below, and note to loan 9 above.
3. In March 2018 Chase Bank made a 15-year 2.69% (APR) loan of \$4.6 million to fund the District's Automated Meter Information system Project.
4. In May 2022, Webster Bank made a 20-year 3.11% (APR) loan of \$20 million to fund the Admin Building Renovation and other Capital Improvement Projects. The first payment was made August 26, 2022.
5. In August 2006 the California State Department of Water Resources approved a 2.4% 20-year loan of \$4,264,545 for construction of the Deer Island Recycled Water Facility. With the addition of \$38,015 in Construction Period Interest, the loan principal totaled \$4,302,560. The project was completed in June 2007, and the first payment was made June 19, 2008.
6. In July 2011 the California State Department of Water Resources approved a series of four 2.6% 20-year loans which totaled \$4,375,605 for the Recycled Water North Service Area Expansion Project. The projects were completed on October 31, 2012, and the first payment was made in November of 2012.
7. In March 2012 the California State Department of Water Resources approved a series of three 2.2% 20-year loans totaling \$5,361,952 for the Recycled Water South Service Area Expansion Project. The projects were completed on September 4, 2013, and the first payment was made in December of 2013.

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

#### **Note 8 – Unemployment Insurance Reserve**

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

#### **Note 9 – Payroll Benefits**

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

#### **Note 10 - Interest Policy on Inter-District Loans**

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

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

#### **Note 11 – Budget Augmentations**

#### **Note 12 – Prior Period Adjustment**

#### **Note 13 – Explanation of Financial Statement Components**

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

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

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

**The Income Statement and Cash Flow by Service Area** (page 9) presents the net income (loss) for the fiscal year-to-date (FYTD) period for each of the District's four service areas. The income and expenses on this report are presented in conformity with Generally Accepted Accounting Principles (GAAP) and comply

with Governmental Accounting Standards Board pronouncements. Accordingly, all income and expenses are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. This statement measures the success of each service area's operations and can be used to determine whether the service area has successfully recovered all costs through user fees and other charges.

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

**Notes to the Financial Statements** (page 28) provide a summary of significant accounting policies and assumptions and other information of value to the financial statement reader.

**Other Supplementary Information** includes Detail Income Statements presented in accordance with GAAP for each of the four service areas (pages 10, 14, 16, 19). These statements present income and expenditures in close detail for further analysis. Other supplementary schedules of note include the Vehicle Fleet Analysis (page 21), and Capital Improvement Project Expenditures (page 23), which show outlays to date, compared with budget authority.

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

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

**Recycled Water  
FRC Transfers from Novato**

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

	Expansion Local Share			SRF RWF Expansion				Total	Transfer		
	North	South	Central	NBWRA	Loan	SRF Loan	BPGL Loan Repayment		CIP	Executed	
FY07				\$29,725					\$29,725		
FY08				\$50,478	\$22,795				\$73,273		
FY09				\$150,455	\$22,795				\$173,250		
FY10	\$133,659			\$75,198	\$22,795				\$231,652	\$133,659	\$133,659
FY11				\$133,319	\$22,795				\$156,114		\$1,175,098
FY12	\$233,478	\$265,500		\$115,883	\$22,795				\$637,656		(\$7,088)
FY13				\$315,023	\$22,795	\$464,572			\$802,390	\$1,970,400	\$802,390
FY14	\$236,291	\$723,525	\$4,024	\$63,035	\$22,795	\$500,529			\$1,550,200	\$1,550,200	\$1,550,200
FY15		\$17,563	(\$4,024)	\$38,283	\$22,795	\$614,299			\$688,916	\$688,916	\$688,916
FY16	\$0	\$0	\$66,729	\$102,842	\$22,795	\$614,299			\$806,664	\$806,664	\$806,664
FY17			\$362,524	\$194,636	\$22,795	\$614,299		\$36,687	\$1,230,940	\$1,230,940	\$1,230,940
FY18			\$5,071,512	\$38,908	\$22,795	\$614,299			\$5,747,513	\$5,747,513	\$5,747,513
FY19			(\$2,168,755)	\$6,966	\$22,795	\$890,072			(\$1,248,922)	(\$1,248,922)	(\$1,248,922)
FY20			\$5,499	\$0	\$0	\$350,287	(\$1,046,471)	\$1,084	(\$689,600)	(\$689,600)	(\$689,600)
FY21						\$890,072			\$890,072	\$890,072	\$890,072
FY22						\$743,438			\$743,438	\$743,438	\$743,438
FY23						\$614,299			\$614,299	\$614,299	\$614,299
FY24											
	<b>\$603,428</b>	<b>\$1,006,589</b>	<b>\$3,337,509</b>	<b>\$1,314,751</b>	<b>\$273,539</b>	<b>\$6,910,465</b>	<b>(\$1,046,471)</b>	<b>\$37,771</b>	<b>\$12,437,580</b>	<b>\$12,437,580</b>	<b>\$12,437,580</b>

10



**MEMORANDUM**

To: Board of Directors Date: March 5, 2024  
 From: Julie Blue, Auditor/Controller *JB*  
 Subject: Proposed FY 24/25 Budget Review and Rate Hearing Schedule  
T:\AC\Budget\FY-2024.25\Board Memos\Proposed FY 24.25 Budget Review and Rate Hearing Schedule.docx

**RECOMMENDED ACTION:** Information  
**FINANCIAL IMPACT:** None

The below tables outline the schedule of Board meeting activities related to the fiscal year 2024/2025 budget review, budget approval, rate setting and prop 218 rate hearing schedule. The dates are scheduled to align with a proposed rate increase effective July 1, 2024.

**PROPOSED BUDGET REVIEW SCHEDULE FY 2024-2025**

Date	Item	Service Area	Review/Approve
March 13	Novato & Recycled Water Rate Study	Novato/RW	Review
April 2	Novato & Recycled Water Rate Study	Novato/RW	Approve
April 2	West Marin & Oceana Marin Financial Plan	WM/OM	Review
May 7	Capital Improvement Plan	Novato/RW/WM/OM	Review
June 4	Comprehensive District Budget – Includes Operations & Maintenance and Capital Budgets for all Service Areas	Novato/RW/WM/OM	Review
June 18	Comprehensive District Budget – Includes Operations & Maintenance and Capital Budgets for all Service Areas	Novato/RW/WM/OM	Approve

**PROPOSED RATE HEARING SCHEDULE FY 2024-2025**

Date	Item	Service Area
April 2	Consider Proposed Rates	Novato/RW/WM/OM
April 16	Approve Prop 218 Notice to Customers	Novato/RW/WM/OM
May 2	Customer Letter Postmark Deadline <sup>(1)</sup>	Novato/RW/WM/OM
June 18	Rate Hearing	Novato/RW/WM/OM
July 1	Rate Effective	Novato/RW/WM/OM

ATTACHMENTS: None

<sup>(1)</sup> To meet minimum 45-day hearing notice requirement letters must be postmarked on or before the date shown.



11

**MEMORANDUM**

To: Board of Directors Date: March 5, 2024  
From: Eric Miller, Assistant General Manager / Chief Engineer *EM*  
Subject: FY2023/24 Mid-Year Progress Report – Engineering Department  
R:\CHIEF ENGMILLER\FY 23-24\Reporting\Mid-Year CIP Review\FY23-24 mid year BOD.docx

**RECOMMENDED ACTION:** Information Only

**FINANCIAL IMPACT:** None

The primary purpose of this memorandum is to provide a mid-year (July 1, 2023 to December 31, 2023) status report to the Board on the District's performance in completing budgeted FY2023/24 Capital Improvement Program (CIP) projects in Novato and West Marin (including Oceana Marin) service territories, as well as an overview of Special Studies managed by the Engineering Department. The memorandum also provides a summary of the total Engineering labor hours expended for both CIP and Developer projects.

A summary of the District's CIP expenditures for all service areas, including "placeholder" budget line items such as "Other Main/Pipeline Replacements" that are used as the need arises through the course of the fiscal year is provided in Table 1:

**Table 1 – CIP Cost Summary**

Service Area	CIP Project Costs (\$)		% Complete Q1 & Q2
	Budget	Actual	Actual
Novato Water	8,385,000	5,396,656	64
Novato Recycled	840,000	61,497	10
West Marin (including OM)	1,540,000	134,888	10
<b>Total</b>	<b>10,765,000</b>	<b>4,797,934</b>	<b>45</b>

A significant number of developer projects are in various project stages throughout the first half of FY2023/24 which continues to have an overall impact on the District's ability to execute the planned CIP projects. On average, the Department continues to receive approximately five planning-level or building permit referrals each week. During the first half of the fiscal year, the Engineering Department managed 26 different developer projects.

In addition to CIP and Developer projects, the Engineering Department work plan includes various Special Studies, summarized in Table 2. These studies require significant engineering staff time, use of outside consultants, as well as time and effort from staff in other departments.

**Table 2 – Special Studies Cost Summary**

Study Name	Study Costs (\$)		% Complete Q1 & Q2
	Budget	Actual	
GIS Conversion/Mapping	25,000	27,087	90
Novato Rate Study *	60,000	15,600	25
Novato Enhanced Master Plan – 2024 Update	100,000	0	0
STP Risk Management Plan Update	60,000	0	0
STP Chlorine Code Compliance	0	2,800	100
STP Corrosion Assessment	0	4,934	100

*\* Novato rate study is managed by the Auditor/Controller with assistance from Engineering staff*

In addition to the formal studies identified above, Engineering staff, as well as key staff from other Departments, are involved in significant projects led by external agencies such as the Marin County Multi-Jurisdictional Local Hazard Mitigation Plan and the Caltrans Highway 37 Environmental Impact Report. These efforts are not currently established District projects under the CIP program but may result in future ones.

Performance Status for CIP

A total of thirty-three (33) projects were included in the FY2023/24 CIP budget across all services areas; Novato, West Marin Water and Oceana Marin (OM). Fifteen (15) were newly planned project, eighteen (18) were carried over from the prior fiscal year, and six (6) new projects were added after the beginning of the fiscal year (aka “side-door projects”), for a total of thirty-nine (39) projects currently in the CIP through the first two quarters of the fiscal year.

Of these 39 projects, 36 are under the lead responsibility of the Engineering Department for completion, with the remaining projects being led by other departments. A summary and status of all 39 projects (29 Novato Potable, 3 Recycled Water and 7 West Marin), including annual “placeholder” contingency funds that may not currently be utilized, is provided in Tables 3 and 4.

**Table 3 – Novato Service Area**

Project Name	Phase	Project Costs (\$)		% Complete Q1 & Q2
		Budget	Actual	
<b>Pipeline Improvements</b>				
<i>Novato Blvd Widening – Diablo to Grant</i>	<i>D</i>	<i>80,000</i>	<i>12,853</i>	<i>50</i>
<i>George Street Main Replacement</i>	<i>C</i>	<i>225,000</i>	<i>106,942</i>	<i>95</i>
<i>San Mateo Tank 24" Transmission Pipeline *</i>	<i>E</i>	<i>25,000</i>	<i>0</i>	<i>0</i>
<b>Arthur Street Main Replacement</b>	<b>D/C</b>	<b>0</b>	<b>37,067</b>	<b>50</b>
<i>Railroad Avenue Main Replacement</i>	<i>C</i>	<i>350,000</i>	<i>7,447</i>	<i>5</i>
<b>Stafford Lake Park Service Line Replacement</b>	<b>P</b>	<b>0</b>	<b>971</b>	<b>5</b>
<i>North Marin Aqueduct Restoration near Olompali</i>	<i>P</i>	<i>50,000</i>	<i>125,742</i>	<i>100</i>
Interconnection Modifications (w/ MMWD)	P/D	100,000	0	10
<b>Storage Tanks &amp; Pump Stations</b>				
<i>Old Ranch Road Tank Replacement</i>	<i>C</i>	<i>15,000</i>	<i>2,937</i>	<i>95</i>
Garner Tank Recoat	P	25,000	0	0
Lynwood Tank Seismic Upgrade/Recoat	P	25,000	0	0
<i>Lynwood Pump Station Replacement</i>	<i>P/E/D</i>	<i>300,000</i>	<i>58,065</i>	<i>25</i>
<i>Crest Pump Station</i>	<i>C</i>	<i>1,500,000</i>	<i>68,366</i>	<i>10</i>
Cherry Hill Pump Station Retaining Wall	D/C	200,000	24,900	40
<i>Bahia Hydropneumatic System Replacement</i>	<i>C</i>	<i>850,000</i>	<i>35,072</i>	<i>10</i>
<b>San Marin Pump Station Motor Replacement</b>	<b>C</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Stafford Improvements</b>				
STP Supernatant Line Replacement	C	625,000	217,761	35
STP Efficiency Improvements	C	50,000	0	0
STP Chemical System Upgrade	C	50,000	0	0
<b>STP Tower Hose Replacement</b>	<b>C</b>	<b>0</b>	<b>44,496</b>	<b>100</b>
STP Primary Filter Basin Improvements	C	400,000	80,164	25
<b>Stafford Lake Dam Piezometer Automation</b>	<b>D/C</b>	<b>0</b>	<b>0</b>	<b>10</b>
<i>Stafford Lake Dam Spillway Modification (ASG)</i>	<i>P/E/D</i>	<i>150,000</i>	<i>9,971</i>	<i>15</i>
Stafford Lake Dam Spillway Concrete Repair	D/C	100,000	31,112	50
Stafford Lake Dam Access Road Slide Repair	D	50,000	0	10
<b>Miscellaneous Improvements</b>				
<i>Administration and Laboratory Upgrade</i>	<i>C</i>	<i>8,000,000</i>	<i>4,259,908</i>	<i>75</i>
<i>District Corporation Yard Repaving</i>	<i>C</i>	<i>0</i>	<i>210,497</i>	<i>100</i>

District Corporation Yard Locker Room Remodel	D/C	150,000	1,806	15
District Corporation Yard Program Assessment	P	75,000	0	0
<u>Novato Potable Water Contingency Funds</u>	<u>P/D/C</u>	<u>540,000</u>	<u>129,357</u>	<u>25</u>
<b>Recycled Water System</b>				
District Headquarters RW Extension	C	300,000	0	0
Hamilton Homeward Bound RW Extension	C	300,000	61,497	50
Reservoir Hill Tank (RW) Leak Repair	C	100,000	0	0
<u>Novato Recycled Water Contingency Funds</u>	<u>ALL</u>	<u>140,000</u>	<u>0</u>	<u>0</u>
<b>Total Novato Service Area</b>		<b>9,225,000</b>	<b>4,663,046</b>	<b>40</b>

\* design complete – staff is currently seeking grant funding for construction phase

**Table 4 – West Marin Service Area**

Project Name	Phase	Project Costs (\$)		% Complete Q1 & Q2
		Budget	Actual	
<b>West Marin Water System</b>				
<i>Hwy 1 @ Lagunitas Creek Main Replacement</i>	<i>P/D</i>	<i>50,000</i>	<i>3,525</i>	<i>20</i>
<i>Replace Galv. Pipe – Balboa/Drakes/Baywood</i>	<i>C</i>	<i>125,000</i>	<i>6,646</i>	<i>5</i>
<i>Gallagher Well No. 1 Rehabilitation</i>	<i>C</i>	<i>85,000</i>	<i>10,186</i>	<i>80</i>
<i>Gallagher Well No. 2</i>	<i>C</i>	<i>175,000</i>	<i>46,265</i>	<i>95</i>
<b>PRTP Pipe Gallery Replacement</b>	<b>D/C</b>	<b>0</b>	<b>186</b>	<b>10</b>
<u>West Marin Contingency Funds</u>	<u>ALL</u>	<u>150,000</u>	<u>2,878</u>	<u>5</u>
Subtotal (West Marin System)		585,000	69,686	15
<b>Oceana Marin Sewer System</b>				
<i>Sewer Form Main Improvements – Phase FM 1A</i>	<i>D</i>	<i>80,000</i>	<i>12,890</i>	<i>25</i>
<i>Treatment and Storage Pond Rehabilitation</i>	<i>C</i>	<i>810,000</i>	<i>52,312</i>	<i>10</i>
<u>Oceana Marin Contingency Funds</u>	<u>ALL</u>	<u>65,000</u>	<u>0</u>	<u>0</u>
Subtotal (Oceana Marin Sewer System)		955,000	65,202	10
<b>Total West Marin Service Area</b>		<b>1,540,000</b>	<b>134,888</b>	<b>10</b>

Notes for Tables 3 & 4

Carry forward projects from previous fiscal year

New projects added throughout the fiscal year

Placeholder contingency funds, total budget shown

Project Phases:

*(indicated in italics)*

**(indicated in bold)**

(indicated in underline)

Planning (P)

Environmental (E)

Design (D)

Construction (C)

### Novato Service Area

Of the twenty-nine (29) Novato Service Area CIP projects, eighteen (18) are currently active, including the Lynwood PS replacement project which is in the environmental clearance phase to determine which of the project alternatives is preferred by stakeholders. Staff is planning a public meeting to obtain feedback from Novato customers in the vicinity of the various alternative locations. Once a preferred alternative is identified coordination with City of Novato staff will be essential to secure the necessary property and/or easements.

The Crest Pump Station project was awarded to the low-bidding contractor and construction is scheduled to begin in earnest this spring. Two other significant projects are heading into their respective construction phases in the coming months; the Bahia hydropneumatics system replacement project will address an ongoing operations and maintenance concern in the Bahia neighborhood, and the District's headquarters recycled water extension project will bring recycled water to 999 Rush Creek Place which was a long-time goal of staff.

Significant progress continues on the design phase of the Novato Blvd. Widening project which is being managed by City of Novato staff. The project includes 4,500 feet of 12-inch main replacement, 1,000 feet of side-street branch ties and 35 new services. Preliminary design of the Stafford Lake Dam Adjustable Spillway Gate project is progressing in several areas. Consultants are working on a biological assessment, geotechnical seepage and stability analysis, and hydrologic modeling using the most current design parameters for probable maximum precipitation (PMP).

Construction of the Stafford Treatment Plant supernatant (sludge) line replacement project will be wrapped up in time for the treatment plant to begin water treatment as planned this spring. This important project replaces half of the brittle polybutylene piping of the sewer force main that carries treatment biproduct from the plant to the sewer system on Center Road, through the golf course. The other half of the pipeline will be programmed for replacement in an upcoming CIP.

Construction of the Administration and Laboratory Upgrade project is ongoing and is currently scheduled for completion in the third quarter of 2024. Staff has been presenting quarterly updates to the Board of Directors that include progress photos, schedule look-ahead, unforeseen issues, and budget status. These updates have been presented over the past six quarters and will continue until project closeout, with the next update planned for one of the two Board of Director's meetings in April 2024.

Of the eleven (11) non-active projects, five (5) were completed during the first two quarters of the 2023/24 fiscal year, and the other six (6) projects are currently on hold due to workload limitations and reprioritization. When new projects are added to the workplan throughout the fiscal year there are impacts to other budgeted projects, but District staff strives to work efficiently and reassess priorities throughout the year.

### West Marin Service Area

Of the seven (7) West Marin CIP's, six (6) are currently active, including continued design work on a segment of the sanitary sewer force main in Oceana Marin which will address a long-standing vulnerability of that system. The Oceana Marin Treatment and Storage Pond Rehabilitation project was awarded to the low-bidding contractor, with construction scheduled to begin in the spring as soon as practical with surrounding ground water levels. Staff successfully secured additional construction funding and a time extension from Cal OES and FEMA for this project.

Staff recently restarted design efforts on the project to replace the water main on Highway 1 at Lagunitas Creek at the request of Caltrans, who is leading the bridge replacement project at this location. Current schedules show construction of the new bridge beginning in 2025.

The Gallagher Well No. 2 project continues to move towards project closeout, with staff wrapping up final details for the electrical enclosure improvements that serve both wells at this location. The Gallagher Well No. 1 rehabilitation work was completed during the first two quarters of the fiscal year, with minor improvements to the overall yield of the well. Staff will continue to seek opportunities to increase redundancy of the water supply system in West Marin to reduce reliance on the Coast Guard Wells due to their increasing salinity levels.

### Engineering Department Labor Hours

The Engineering Department provides various services across the District in support of the overall operation, maintenance and expansion of water facilities. The three major work classifications for the department are:

- 1) General Engineering,
- 2) Developer Projects, and
- 3) Capital Improvement Program (CIP) Projects

There are approximately 18,090 engineering labor hours available annually. A comparison of budgeted labor hours vs. actual labor hours worked by the department is provided below in Table 5.

**Table 5 – Engineering Labor Distribution**

<b>Work Classification</b>	<b>Annual Budget (hrs)</b>	<b>% of Total</b>	<b>Q1 &amp; Q2 Actual (hrs)</b>	<b>% of Q1 &amp; Q2</b>
General Engineering	11,477	63	5,865	65
Developer Projects	2,290	13	729	8
CIP Projects	4,323	24	2,451	27
<b>Total</b>	<b>18,090</b>	<b>100</b>	<b>9,045</b>	<b>100</b>

Timesheet records indicate that only 8% of Engineering Department staff time was spent working on developer projects during the first half of the fiscal year. This can be misleading due to the amount of general engineering hours that should actually represent time spent on developer work. For instance, the Engineering Services Representative and Chief Engineer both work on a various of developer projects on a regular basis, to the extent that tracking time spent on individual projects is cumbersome and somewhat inaccurate. Staff will work internally to develop a more accurate tracking system for future reporting.

The Engineering Department continues to rely on outside consultants for assistance on many of the CIP projects throughout all service areas. Of the total CIP expenditure of \$4,797,934, approximately \$702,004 is consultant expense through the first half of the fiscal year (15% of total, compared to 16% through the first half of last FY). The majority of consultant time was used on one major project: The Office Building and Laboratory Renovation project.

ATTACHMENTS: None



12

**DISBURSEMENTS - DATED FEBRUARY 8, 2024**


Date Prepared 2/5/24


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 1/31/24	\$193,082.70
90675*	Internal Revenue Service	Federal & FICA Taxes PPE 1/31/24	84,682.55
90676*	State of California	State Taxes & SDI PPE 1/31/24	19,027.00
90677*	CalPERS	Pension Contribution PPE 1/31/24	51,786.92
90674*	CalPERS	February Insurance Premium (Employer \$57,251, Retirees \$12,548 & Employees \$7,884)	77,683.47
1	All Star Rents	Jackhammer Rentals (12/12/23-1/11/24) (STP Actifloc Filter Removal-2 Crews)	2,425.26
2	Alpha Analytical Labs	Lab Testing (Novato & W.M.)	425.00
3	AT&T	Telephone, Fax. Leased Lines & Data	533.12
4	Automation Direct	Ethernet Port	329.84
5	Badger Meter	6" Meter Strainer for Recycled Water Meter @ Marin Country Club	1,330.86
6	Bold & Polisner	Legal Fees-General (\$1,102) & NMWD Portion Potter Valley Project-FERC (\$1,688)	2,790.00
7	Borges & Mahoney	Vacuum Regulator Repair (STP)	1,172.57
8	Breit, Adam	Exp Reimb: Safety Boots	344.80
9	Casa Marinwood Association	Return Payment-Not Our Account	1,645.37
10		Vision Reimbursement	179.00
11	Comcast	February Internet Services (100 Wood Hollow)	354.81
12	Comcast	Feb Phone Services (Wood Hollow, Buck Inst., Yard & STP)	1,519.30
13	Core & Main	Bolts (300) (\$1,313), Couplings (34) (\$3,248), Flanges (2), Nuts (100), Gaskets (43) & Nipple	5,376.73

Seq	Payable To	For	Amount
35	Simpson, Austin	Exp Reimb: Balance of Safety Boot Purchase	75.29
36	Soiland Co., Inc.	Asphalt Recycling (4 yds) & Rock (\$1,077) (32 yds)	1,201.25
37	Sound Vision	Prog Pymt#1: Materials for AV System Office/Yard Refurbish (Balance Remaining on Contract \$19,066)	18,389.97
38	T & T Valve & Instrument	Valve Solenoids for STP (10)	2,032.61
39	Uline	Foam Bumper Guard Material	199.97
40	USA BlueBook	Chlorine Reagent (Lab)	64.79
41	Verizon Wireless	Cellular Charges & Tablet and Cell Phone for Construction	2,056.42
42	VWR International LLC	Pipettes (500) (Lab)	358.56
43	Waltz, James	Refund Overpayment on Closed Account	109.97
44	Waste Management	Waste Disposal (STP Actifloc Filters)	351.82
45	ZORO	PVC Cement & Thread Sealant	52.28
		<b>TOTAL DISBURSEMENTS</b>	<b><u>\$535,035.34</u></b>

The foregoing payroll and accounts payable vouchers totaling \$535,035.34 are hereby approved and authorized for payment.


02/06/24  
 \_\_\_\_\_  
 Auditor-Controller Date


2/6/24  
 \_\_\_\_\_  
 General Manager Date

## DISBURSEMENTS - DATED FEBRUARY 15, 2024

Date Prepared 2/12/24

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	ADTS, Inc.	Random Compliance Testing (Medeiros)	\$69.50
2	All Star Rents	Propane (17 gal) (Construction)	83.31
3	Alpha Analytical Labs	Lab Testing	106.00
4		Retiree Exp Reimb (Feb Health Ins)	1,417.18
5	Athens Administrators	January Indemnity Review Fee	105.00
6	Automation Direct	Pressure Transmitter & Connection Cable	297.29
7	Buck's Saw Service	Yard Tool Fuel & Muffler Kits (2)	327.91
8	Buck Institute for Research on Aging	Lease for Lab Space at Buck Institute (2/16/24-3/15/24)	13,188.00
9	Building Supply Center	52" Umbrella (STP)	17.31
10	Caltest Analytical Laboratory	Biochemical Oxygen Demand (Lab)	115.30
11		Retiree Exp Reimb (Feb Health Ins)	548.98
12		Retiree Exp Reimb (Feb Health Ins)	548.98
13	Clyde, Karen	Exp Reimb: CalGovHR Membership Renewal	60.00
14	Comcast	February Internet Services (1250 Lynwood Dr)	212.81
15	Comcast	February Internet Services (999 Rush Creek Place)	1,567.93
16	Conrado, Ligia	Replacement Payment-Original Check Lost in Mail (Return Payment-Paid Twice in Error)	317.00
17	Core & Main	Nipples (59), Plugs (5), Reducers (2) (\$1,606) & 12" Tee Flanges (5) (\$5,582)	7,659.34
18	Susan N. Dove	Exp Reimb: Binding Services for Engineering Books	72.92




Seq	Payable To	For	Amount
19	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	12,183.24
20	Ferguson Waterworks	Meter Box Lids (3)	205.39
21	Fisher Scientific	Culture Tubes (50) & Gloves (200) (Lab)	285.19
22	Freyer & Laureta, Inc.	Prog Pymt#24: Engineering & Design Services for Hydro-pneumatic Pressure Stations (Balance Remaining on Contract \$6,106)	8,117.00
23	Friedman's Home Improvement	Miscellaneous Hardware & Plumbing Supplies	1,226.18
24	Frontier Communications	Leased Lines	1,687.41
25	Grainger	Miscellaneous Maintenance Tools & Supplies	1,593.47
26	Juliano, Michele	Novato "Toilet Rebate" Program	250.00
27		Retiree Exp Reimb (Feb Health Ins)	548.98
28	Larsengines	Air Filter for Yard Tool	48.17
29		Retiree Exp Reimb (Feb Health Ins)	548.98
30		Retiree Exp Reimb (Feb Health Ins)	1,417.18
31		Retiree Exp Reimb (Feb Health Ins)	548.98
32	County of Marin	Encroachment Permit (500 'C' Street-Pt. Reyes)	736.20
33	McMaster-Carr Supply Co	Stainless Steel Pipe Nipples (2)	42.45
34	North Marin Auto Parts	Service Parts ('12 Int'l Dump Truck, '16 Nissan Frontier, '12 F250, '18 Dodge Ram, Compressor, '20 F150), Terry Rags (10 lbs) & Buckets (25)	1,209.38
35	NMWD Employee Association	Dues 11/15/23 Through 1/31/24	1,455.00
36	Novato Builders Supply	Miscellaneous Tools, Hardware & Concrete (2 yds) (Double Check Assembly Repair) (\$952)	1,051.47
37	O'Reilly Auto Parts	Battery (Telemetry Equipment)	225.33
38	Pace Supply	Corp Stops (2), Flange Spools (7) (\$6,483), Nipples (30), Tee, Unions (40), Valves (5) (\$2,068) & Meter Gaskets (700)	11,560.45

Seq	Payable To	For	Amount
39	Pape Machinery Inc.	Base Plate, Seals (5), O-Rings (2), Snap Rings (6) & Parts to Reseal Front Axle ('15 John Deere Skip Loader) (\$1,325)	2,249.35
40	Parkinson Accounting Systems	January Accounting Software Support	633.75
41	Pacific Gas & Electric Co	Power: Bldgs/Yard (\$3,180), Other (\$288), Pumping (\$49,906), Rect/Controls (\$920) & Treatment (\$237)	54,531.73
42	Pini Hardware	Miscellaneous Maintenance Tools & Supplies	673.30
43	Recology Sonoma Marin	January Trash Removal	662.98
44		Vision Reimbursement	715.00
45		Retiree Exp Reimb (Feb Health Ins)	548.98
46		Vision Reimbursement	296.00
47	Sonoma County Water Agency	Conservation Support Program (7/1/23-12/31/23)	1,547.31
48	USA BlueBook	Chlorine (STP)	320.97
49	Verizon Wireless	SCADA & AMI Collectors	1,101.72
50	VWR International LLC	Lauryl Tryptose Broth, Agar & Buffer (Lab)	603.31
51	Webster Bank	Webster Bank Loan Interest (Pymt #4 of 40)	1,050,575.15
52	ZORO	Shredder, Swing Check Valve & Couplings (4)	256.41
		<b>TOTAL DISBURSEMENTS</b>	<b><u>\$1,186,371.17</u></b>

The foregoing payroll and accounts payable vouchers totaling \$1,186,371.17 are hereby approved and authorized for payment.


02/13/24  
 \_\_\_\_\_  
 Auditor-Controller Date


2/13/24  
 \_\_\_\_\_  
 General Manager Date

## DISBURSEMENTS - DATED FEBRUARY 22, 2024

Date Prepared 2/20/24

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 2/15/24	\$189,162.40
90678*	Internal Revenue Service	Federal & FICA Taxes PPE 2/15/24	84,747.30
90679*	State of California	State Taxes & SDI PPE 2/15/24	19,237.69
90680*	CalPERS	Pension Contribution PPE 2/15/24	52,128.14
EFT*	US Bank	January Bank Analysis Charge (Lockbox \$912 & Other \$378 Less Interest \$101)	1,189.08
1	AT&T	Leased Lines	63.14
2	Bank of Marin	Bank of Marin Loan Principal & Interest (Pymt #148 of 240) Aqueduct Energy Efficiency Project	46,066.67
3	Blue, Julie	Exp Reimb: Mileage & Transportation to CSMFO Conference	59.90
4		Vision Reimbursement	368.00
5	Bold & Polisner	Legal Fees-General (\$38,923) & NMWD Portion-Potter Valley FERC (\$652)	39,575.00
6	Borges & Mahoney	Vacuum Regulator Repair	1,312.61
7	Boucher Law, PC	Labor Negotiations and General Labor Counsel (2023) (7/1/23-12/31/23)	98,743.00
8	Brady Industries	Safety Supplies	129.92
9	Chase	Chase Loan Payment-AMI Project (Pymt#12 of 30)	334,048.75
10		Vision Reimbursement	155.76
11	Comcast	Internet Services (Buck Institute)	359.81
12	Consolidated CM	Prog Pymt#33: Construction Management Services for Admin Building Renovation (Balance Remaining on Contract \$526,844)	30,656.50




Seq	Payable To	For	Amount
13	Core & Main	Couplings (83) (\$2,132), Corp Stops (20) (\$4,340). Spools (2), Bushings (4), Hydrant Extensions (6), Gaskets (50), Nipples (3) & 1" Clamps (2)	8,697.73
14	Deits, Earle Robert	Refund Over Payment on Closed Account	12.38
15	Durkin Signs & Graphics	Deposit on Fabrication & Installation of New Signs (999 Rush Creek Place)	5,918.00
16	D.L. Falk Construction, Inc.	Prog Pymt#19 Admin & Lab Building Upgrades (Balance Remaining on Contract \$2,855,978)	420,181.93
17	D.L. Falk Construction Escrow Acct	5% Retainage-Pymt#19 Admin Building & Laboratory Upgrade	22,114.83
18	Ferguson Waterworks	3/4" Meter Box Lids (5)	342.32
19	Freyer & Laureta, Inc.	Prog Pymt#13: Engineering & Design Services for Lynwood Pump Station (Balance Remaining on Contract \$145,426)	34,962.13
20	Frontier Communications	February Internet Services (STP)	640.00
21	GHD Inc.	Prog Pymt#10: GIS Conversion to ESRI & Mapping Support (Balance Remaining on Contract \$16,005)	7,858.19
22	Ghilotti Construction	Prog Pymt#2: Replace Supernatant Line Phase 1 & 2 (Balance Remaining on Contract \$222,086)	277,566.25
23	Grainger	Drawer Bin Cabinets (3) (STP) & Miscellaneous Maintenance Tools & Supplies	2,017.25
24	Hasa, Inc.	Sodium Hypochlorite (200 gal) (STP)	623.78
25	Hildebrand Consulting LLC	Review & Comment on Recycled Water to Interagency Agreement (\$890) & Novato Rate Study for FY 23/24 (\$13,000)	13,890.00
26	InfoSend, Inc.	January Processing Fee for Water Bills (\$1,329), Postage (\$4,284) & Monthly Support Fee (\$984)	6,596.75
27		Vision Reimbursement	231.17
28	Lincoln Life Employer Serv	Deferred Compensation 2/15/24 PPE	10,059.46



Seq	Payable To	For	Amount
29	Marin County Ford	Service Parts ('17 F350, '12 F250, '19 F150, '20 F350) & Labor to Replace Backup Camera ('20 F150-\$512)	1,880.44
30	McDonald, James	Refund Overpayment on Open Account	166.38
31	Metrohm USA, Inc.	Rotors for Injector (2) (\$1,545) & Sampling Loop (2) (Lab)	1,822.24
32	MG WEST	Deposit for Admin, Lab Office Furniture, Storage (\$184,116) & Deposit for Common Area Furniture (BOD, Lobby, Meeting Rooms, Etc) (\$77,761)	261,877.20
33	Nationwide Retirement Solution	Deferred Compensation 2/15/24 PPE	4,587.29
34	North Bay Gas	Nitrogen (STP)	30.00
35	ODP Business Solutions, LLC	Miscellaneous Office Supplies & Toner	303.18
36	Pace Supply	12" Coupling (\$1,010) & Elbow	1,355.71
37	Point Reyes Prop Mgmt Assn	February HOA Fees (25 Giacomini Rd)	75.05
38	RA Automotive software solutions	Hardware & Software for Clean Truck Check Inspection	1,735.00
39		Vision Reimbursement	231.00
40	RoadSafe Traffic Systems, Inc.	"Air Gap Required" Sign (14" x 10")	150.33
41	Roy's Sewer Service	Pumped Out & Cleaned Lift Station at North Street/Ocean View (Oceana Marin)	895.00
42	Soiland Co., Inc.	Rock (16 yds)	540.54
43	Sonoma County Water Agency	January Contract Water	525,640.54
44	South Bay Foundry	Valve Caps (100)	3,825.71
45	Staples Business Credit	Copy Paper (14 Reams)	591.16
46	State Water Resources Control	T2 Application Certificate Renewal (Clark)	60.00
47	Township Building Services	January Janitorial Services (District Yard-\$1,198 & STP)	1,579.21
48	West Coast Energy Systems LLC	Service on Generators (Oceana Marin & STP)	1,070.00

Seq	Payable To	For	Amount
49	White & Prescott	Prog Pymt# 37: Binford Road Water Line Easement (Balance Remaining on General Services Contract \$27,470)	720.00
50	ZORO	Electric Wall Heater for Caustic Room @ STP (\$1,783), Burr Sets (3) & Battery Backup Systems (4)	2,486.67
		<b>TOTAL DISBURSEMENTS</b>	<b><u>\$2,521,338.49</u></b>

The foregoing payroll and accounts payable vouchers totaling \$2,521,338.49 are hereby approved and authorized for payment.

 02/21/24  
Auditor-Controller Date

 2/21/24  
General Manager Date

## DISBURSEMENTS - DATED FEBRUARY 29, 2024

Date Prepared 2/26/24

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:

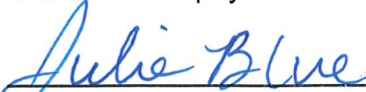
Seq	Payable To	For	Amount
90681*	CalPERS	March Insurance Premium (Employer \$57,981, Retirees \$12,548 & Employees \$8,179)	\$78,708.15
90682*	Amazon	Air Purifier Filters (2), Kitchen Supplies, Eye Lock Towing Parts, Computer Supplies, Solar Panels (2), Digital Alarm Clock, LED Lights (4) (\$490), Mini Humidifiers (4), Welder Tungsten Sharpeners (2) & Index Card Pockets	1,794.49
90683*	US Bank Card	Microsoft Monthly Subscription, Hose Adaptor Fittings (2), CSMFO-Annual Membership, Electric Vehicle Charging Fee, W-2, 1099, 1095-C Filing Fees, Job Postings for Field Service Rep & Staff Accountant (\$1,700), Internet Services for PRTP & Gallagher Well #2, Lodging, Meals, & Travel - CSMFO Conference (1/29-2/2-Blue) (\$1,348), Zoom for Board Meetings, American Water College Trainings (Ramudo) (\$699), CalGovHR Conf Registration (Clyde) (\$699), Supplies for Postal Meter, Clean Truck Check Compliance Fees, Marin IJ Subscription Renewal, Splice Closures, Wine Country Waterworks Backflow Connection Training & Level Controller Lid Clips	6,715.28
1	100 Wood Hollow Drive Owner	March 2024 Rent for 100 Wood Hollow	34,879.71
2	American Family Life Ins	AFLAC February Employee Paid Benefit	4,121.37
3	American Water Works Assoc	Membership Dues (Ladd) (11/1/23-10/31/24)	106.00
4		Vision Reimbursement	368.00
5	Brady Industries	Safety Gloves	42.65
6	California Water Service	February Water Service (O.M.)	30.72
7	C.J. Brown & Company, CPAs	January Final Billing Financial Statement Audit FY22-23	625.00

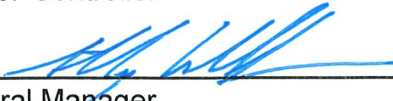
Seq	Payable To	For	Amount
8	Core Utilities, Inc	January IT Support (\$6,000), Programming for North St Lift Station, SCADA & PLC Support (\$2,400)	8,500.00
9	Crivelli, Nancy	West Marin "Toilet Rebate" Program	100.00
10	Cummings Trucking	Rock (111 yds) (\$1,852) & Sand (32 yds) Deliveries (\$742)	2,594.20
11	Dell Computers	Laptop - Board Meeting Notes & Presentations	1,826.32
12	Diesel Direct West	Gasoline (800 gal)	3,371.46
13	Ferguson Waterworks	Couplings (15), Nipples (55) & Tees (10)	677.58
14		Vision Reimbursement	300.96
15	Genterra Consultants	Prog Pymt#1: Consulting Services for Stafford Dam Stabilization Evaluation (Balance Remaining on Contract \$59,535)	465.00
16	Grainger	Miscellaneous Maintenance Tools & Supplies	1,943.11
17	Home Depot	Portable Wet/Dry Vacuum (Maint)	108.97
18	Idexx Laboratories	Media/Supplies for Coliform & Recycled Water Analysis	76.04
19	Kesich, Maryjane	Novato "Cash for Grass" Rebate Program	575.00
20	Kiosk	January Marketing Communications & Outreach Services (\$3,834) (Balance Remaining on Contract \$33,223) & Digitize Rebate Forms on NMWD.com (\$4,500)	8,334.09
21	McLellan Co, WK	Misc Paving	29,208.16
20	McMaster-Carr Supply Co	Suction Hoses (10) & Battery Terminal Connectors (14)	486.25
21	Mutual of Omaha	March Life Insurance Premium (\$1,354) & Feb-March Vision Insurance Premium (\$1,487)	2,841.04
22	Nute Engineering	Prog Pymt#13: Design & Engineering Services for Oceana Marin Force Main 1A (Balance Remaining on Contract \$48,939)	114.00



Seq	Payable To	For	Amount
23	ODP Business Solutions	Miscellaneous Office Supplies	347.75
24	Overhead Door	Deposit on 4 Replacement Roll Up Doors (District Yard & STP) (Includes Inspection of Various Existing Doors)	32,750.50
25	Pace Supply	Thermal Expansion Tank (5 gal), Replacement Booster Pump/Motor (Point Reyes TP) (\$813), Gate Valves (3) & 7" Couplings (2)	1,514.38
26	Phillips, Greg	Refund Overpayment on Closed Account	76.17
27	Brandon Pirinjian	Exp Reimb: D1 Test Fee	31.00
28	Quadient, Inc.	March Postal Meter Rental	143.09
29	Redwood Painting Co., Inc.	Painting Services for STP Primary Filter Basin Improvement Project (Balance Remaining on-call Contract \$67,780)	94,289.19
30	Red Wing Business Advantage	Safety Boots (Simpson)	200.00
31	Scott Technology Group	February Monthly Maintenance on Engineering, Admin Copiers & Contract Overage Charge on Engineering Copier	539.15
32	SPG Solar Facility XII, LLC	January Energy Delivered Under Solar Services Agreement	6,369.72
33	State Water Resources Control	D3 & T3 Distribution Certification Fees (Fike)	180.00
34	Uline	Wheel Chocks (2)	74.33
35	United Parcel Service	Delivery Service: Sent Pipette Out for Calibration	17.71
34	US Bank	January Safekeeping Treasury Securities	143.25
36	US Postal Service	Meter Postage	1,500.00
37	Village Marin Master Association	Refund Double Payment for Invoice	3,000.00
		<b>TOTAL DISBURSEMENTS</b>	<b><u>\$330,089.79</u></b>

The foregoing payroll and accounts payable vouchers totaling \$330,089.79 are hereby approved and authorized for payment.

 02/27/24  
 Auditor-Controller Date

 2/27/2024  
 General Manager Date

**NORTH MARIN WATER DISTRICT**  
**MONTHLY PROGRESS REPORT FOR JANUARY 2024**  
 March 5, 2024

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%
November	145.7	137.43	94.1	201.6	226.3	6%
December	121.6	106.62	137.1	183.0	141.2	14%
January	122.4	113.82	118.3	156.6	111.9	8%
<b>FYTD Total</b>	<b>1,248.6</b>	<b>1,213.3</b>	<b>1,257.8</b>	<b>1,706.2</b>	<b>1,650.6</b>	<b>2.9%</b>

**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%
November	5.0	4.6	3.5	5.8	6.7	10%
December	4.2	4.3	4.0	5.1	4.8	-3%
January	4.6	3.9	3.8	4.2	4.1	17%
<b>FYTD Total</b>	<b>41.4</b>	<b>38.0</b>	<b>34.0</b>	<b>47.1</b>	<b>48.3</b>	<b>9%</b>

**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%
November	21.8	30.0	0.0	0.6	102.8	-27%
December	0.0	0.0	0.0	0.0	0.0	-
January	0.0	0.0	0.0	0.0	0.0	-
<b>FYTD Total</b>	<b>409.1</b>	<b>266.0</b>	<b>168.1</b>	<b>211.3</b>	<b>493.0</b>	<b>54%</b>

**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	22.4	24.7	18.3	22.8	26.6	-9%
November	3.6	5.1	0.8	10.9	10.8	-29%
December	0.4	0.3	0.3	0.2	0.5	44%
January	0.4	0.4	0.8	0.3	0.6	-18%
<b>FYTD Total*</b>	<b>118.7</b>	<b>144.5</b>	<b>144.2</b>	<b>145.9</b>	<b>138.1</b>	<b>-18%</b>

\*Excludes potable water input to the RW system: FY24=8.2MG, 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	2023
Lake Storage*	93,547 MG	77,598 MG
Supply Capacity	112 %	97 %

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

## Lake Mendocino

	Current	2023
Lake Storage *	28,445 MG	30,891 MG
Supply Capacity	109 %	118 %

\*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

	January Average	January 2024	January 2023
Rainfall this month	5.76 Inches	7.52 Inches	16.77 Inches
Rainfall this FY to date	15.74 Inches	17.39 Inches	29.38 Inches
Lake elevation*	188.3 Feet	191.6 Feet	195.5 Feet
Lake storage**	877 MG	1,084 MG	1,360 MG
Supply Capacity	63 %	78 %	97 %

\* Spillway elevation is 196.0 feet (NGVD29)

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

### Temperature (in degrees)

	Minimum	Maximum	Average
January 2024 (Novato)	36	68	52
January 2023 (Novato)	42	57	50

### 4. Number of Services

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January 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	21,008	20,963	0.2%	102	102	0.0%	801	800	0.1%	-	-	-
Total meters active	20,855	20,813	0.2%	100	100	0.0%	792	792	0.0%	-	-	-
Active dwelling units	24,096	24,097	0.0%	-	-	-	836	837	-0.1%	236	235	0.4%

### 5. Oceana Marin Monthly Status Report (December)

Description	January 2024	January 2023
Effluent Flow Volume (MG)	1.013	1.371
Irrigation Field Discharge (MG)	0.278	0.868
Treatment Pond Freeboard (ft)	5.4	5.0
Storage Pond Freeboard (ft)	7.0	4.8

### 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 Jan	1	\$368	1	1	2	\$13,624 <sup>(1)</sup>
FY 23 through Jan	152	\$90,752	3	3	1	\$36,512 <sup>(2)</sup>
<b>Days since lost time accident through January 31, 2024</b>	<b>197 Days</b>					

<sup>(1)</sup> Vehicle damage by NMWD valve cap, Planter/Driveway Repair Highland Drive & Homeward Bound Lightpole damage.

<sup>(2)</sup> Claim settlement for driveway and concrete repair due to water damage to a property on Bugeia Lane

## 7. Energy Cost

FYE		January			Fiscal Year-to-Date thru January		
		kWh	¢/kWh	Cost/Day	kWh	¢/kWh	Cost/Day
2024	Stafford TP	27,036	23.6¢	\$205	384,811	23.3¢	\$475
	Pumping	78,383	37.8¢	\$898	867,366	34.2¢	\$1,381
	Other <sup>1</sup>	47,749	52.0¢	\$752	242,188	42.2¢	\$418
		153,168	39.7¢	\$1,856	1,494,365	32.7¢	\$2,274
2023	Stafford TP	30,537	22.9¢	\$225	357,311	22.3¢	\$370
	Pumping	82,989	28.1¢	\$727	847,656	28.2¢	\$1,118
	Other <sup>1</sup>	31,657	32.9¢	\$316	238,631	32.2¢	\$359
		145,183	28.5¢	\$1,268	1,443,598	27.4¢	\$1,847
2022	Stafford TP	38,904	22.2¢	\$279	276,677	21.9¢	\$282
	Pumping	71,199	29.0¢	\$645	771,182	27.5¢	\$992
	Other <sup>1</sup>	38,017	29.3¢	\$349	293,117	30.8¢	\$422
		148,120	27.3¢	\$1,273	1,340,976	27.1¢	\$1,696

<sup>1</sup>Other includes West Marin Facilities

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## 8. Water Conservation Update

	Month of January 2024	Fiscal Year to Date	Program Total to Date
High Efficiency Toilet (HET) Rebates	10	50	4,531
Retrofit Certificates Filed	5	46	6,843
Cash for Grass Rebates	1	15	1,078
Washing Machine Rebates	1	29	6,922
Water Smart Home Survey	2	11	3,932

## 9. Utility Performance Metric

<b>SERVICE DISRUPTIONS (No. of Customers Impacted)</b>	<b>January 2024</b>	<b>January 2023</b>	<b>Fiscal Year to Date 2024</b>	<b>Fiscal Year to Date 2023</b>
<b>PLANNED</b>				
Duration Between 0.5 and 4 hours	1	4	88	61
Duration Between 4 and 12 hours	0	11	0	11
Duration Greater than 12 hours	0	0	0	0
<b>UNPLANNED</b>				
Duration Between 0.5 and 4 hours	28	1	59	109
Duration Between 4 and 12 hours	0	0	82	74
Duration Greater than 12 hours	0	0	0	0
<b>SERVICE LINES REPLACED</b>				
Polybutylene	1	3	37	35
Copper Replaced or Repaired)	0	1	23	12

### January 2024 Service Disruptions

#### Planned:

For the month of January, we had 1 planned service disruption:

- Plastic: 2" PB service on Galli Dr.

#### Unplanned:

For the month of January, we had 3 main breaks which resulted in 28 service disruptions:

- 4" Cast Iron main on Marion Ct.
- 4" AC main on Oleander Ln.
- 8" AC main on Ridge Rd.



## 10. Summary of Complaints and Service Orders

<u>Summary of Complaints &amp; Service Orders January 2024</u>					
<u>Tag Breakdown:</u>					
Total:	<b>166</b>	Consumer:	67	Office:	99
Type	Jan-24	Jan-23	Added Notes		
<b><u>Billing</u></b>					
High Bill	4	2			
<b>Total</b>	<b>4</b>	<b>2</b>			
<b><u>Meter Replacement</u></b>					
	67	7	5 Tags included from December		
<b>Total</b>	<b>67</b>	<b>7</b>			
<b><u>Need Read</u></b>					
	4	6			
<b>Total</b>	<b>4</b>	<b>6</b>			
<b><u>No-Water</u></b>					
	4	1			
<b>Total</b>	<b>4</b>	<b>1</b>			
<b><u>Leak</u></b>					
Consumer	27	96	4 Tags included from December		
District	6	23	1 Tag included from December		
<b>Total</b>	<b>33</b>	<b>119</b>			
<b><u>Water Quality</u></b>					
Other	1	0	1 Tag Included From October		
<b>Total</b>	<b>1</b>	<b>0</b>			
<b><u>Check Pressure</u></b>					
	3	5			
<b>Total</b>	<b>3</b>	<b>5</b>			
<b><u>Turn Off / On</u></b>					
	17	35			
<b>Total</b>	<b>17</b>	<b>35</b>			
<b><u>Other</u></b>					
	33	11	1 Tag Included From December		
<b>Total</b>	<b>33</b>	<b>11</b>			
<b>TOTAL FOR MONTH</b>	<b>166</b>	<b>186</b>	<b>-11%</b>		
<b>Bill Adjustments Under Board Policy:</b>					
<b><u>January 24 vs. January 23</u></b>					
Jan-24	12	\$1,932			
Jan-23	15	\$3,250			
<b><u>Fiscal Year vs Prior</u></b>					
23/24	111	\$28,645			
22/23	106	\$26,130			



**MEMORANDUM**

To: Board of Directors

March 5, 2024

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

Subj: Auditor-Controller's Monthly Report of Investments for December 2023  
t:\acl\word\invest\24\investment report 1223.doc

**RECOMMENDED ACTION:** Information

**FINANCIAL IMPACT:** None

At month end the District's Investment Portfolio had an amortized cost value (i.e., cash balance) of \$35,672,778 and a market value of \$35,539,208. During December the cash balance decreased by \$909,511. The market value of securities held decreased \$745,770 during the month. The total unrestricted cash balance at month end was \$4,569,663 and 96.6% of the Target Reserves are funded.

At December 31, 2023, 61% of the District's Portfolio was invested in California's Local Agency Investment Fund (LAIF), 17% in Time Certificates of Deposit, 17% 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 57 days, compared to 66 days at the end of November. The LAIF interest rate for the month was 3.93%, compared to 3.84% the previous month. The weighted average Portfolio rate was 4.84%, compared to 4.74% for the prior month.

Investment Transactions for the month of December are listed below:

12/7/2023	LAIF	US Bank	\$450,000.00	Trsf from LAIF account
12/15/2023	US Bank	LAIF	\$500,000.00	Trsf to LAIF account
12/20/2023	Connexus Credit Union	US Bank	\$248,000.00	CD Maturity
12/28/2023	LAIF	US Bank	\$400,000.00	Trsf from LAIF account

**ATTACHMENTS:**

1. Monthly Report of Investments – December 2023

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

Type	Description	S&P Rating	Purchase Date	Maturity Date	Cost Basis <sup>1</sup>	12/31/2023 Market Value	Yield <sup>2</sup>	% of Portfolio
<b>LAIF</b>	State of CA Treasury	AA-	Various	Open	\$21,968,274	\$21,826,427	3.93% <sup>3</sup>	<b>61%</b>
<b>Time Certificate of Deposit</b>								
TCD	Enerbank	n/a	9/25/20	9/25/24	249,000	249,000	0.45%	1%
TCD	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	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	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%
					<b>\$5,932,000</b>	<b>\$5,932,000</b>	<b>3.37%</b>	<b>17%</b>
<b>US Treasury Bills</b>								
Treas	Treasury Bill	n/a	10/19/23	3/21/24	<b>\$5,999,186</b>	<b>\$6,007,461</b>	<b>5.42%</b>	<b>17%</b>
<b>Other</b>								
Agency	Marin Co Treasury	AAA	Various	Open	\$1,054,181	\$1,054,181	1.10%	3%
Other	Various	n/a	Various	Open	719,138	719,138	0.04%	2%
<b>TOTAL IN PORTFOLIO</b>					<b>\$35,672,778</b>	<b>\$35,539,208</b>	<b>4.84%</b>	<b>100%</b>

Weighted Average Maturity = **57 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 December 31, 2023.

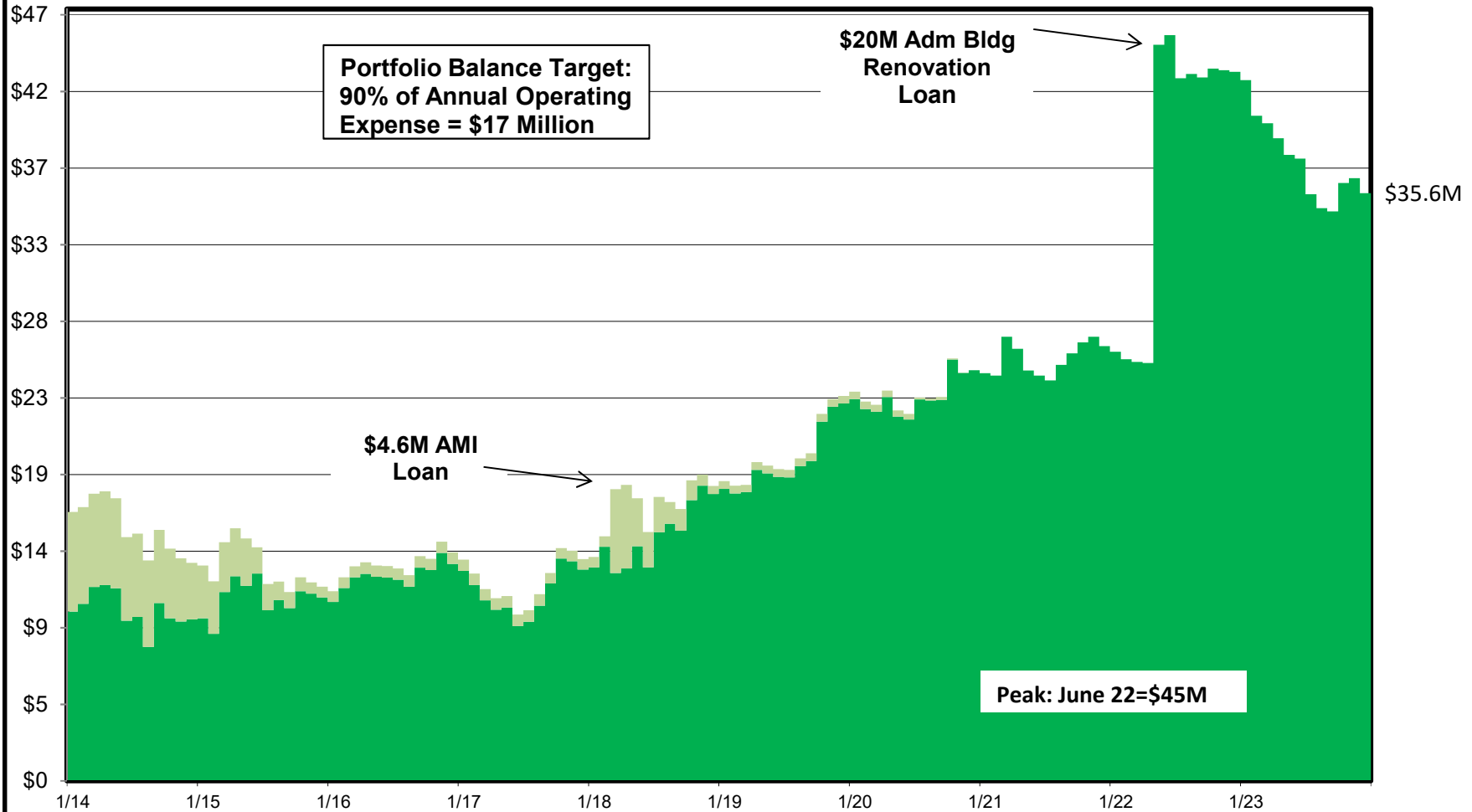
<b>Interest Bearing Loans</b>	Loan Date	Maturity Date	Original Loan Amount	Principal Outstanding	Interest Rate
	Marin Country Club Loan	1/1/18	11/1/47	\$1,265,295	\$1,041,634
Marin Municipal Water - AEEP	7/1/14	7/1/32	\$3,600,000	\$1,620,203	2.71%
Employee Housing Loan (1)	3/30/15	3/30/30	250,000	250,000	Contingent
<b>TOTAL INTEREST BEARING LOANS</b>			<b>\$5,115,295</b>	<b>\$2,911,837</b>	

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

Peak: June 22=\$45M

### NMWD Portfolio Balance 10-Year History

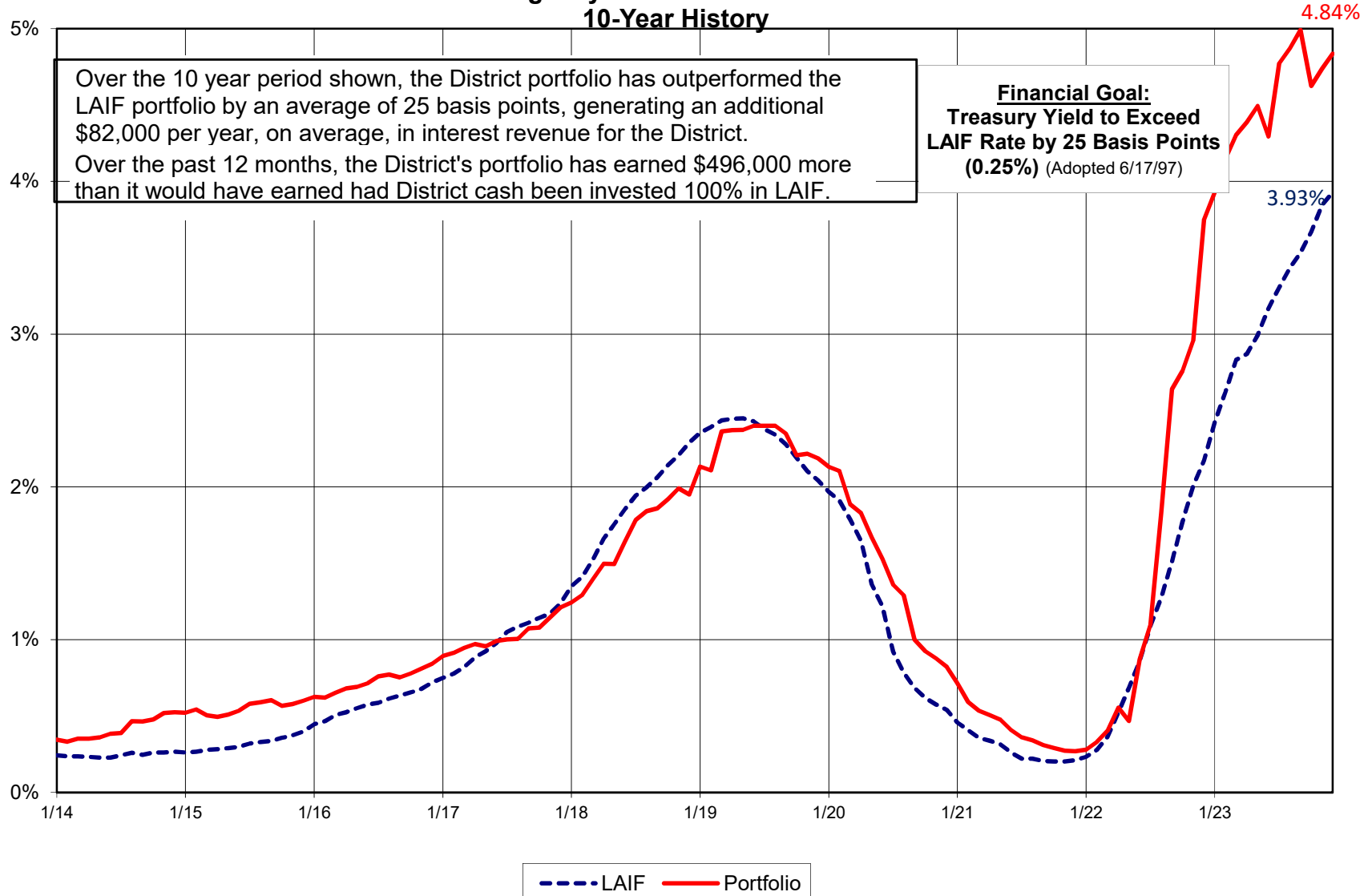
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### NMWD Portfolio Rate of Return State of CA Local Agency Investment Fund vs District Portfolio 10-Year History

Over the 10 year period shown, the District portfolio has outperformed the LAIF portfolio by an average of 25 basis points, generating an additional \$82,000 per year, on average, in interest revenue for the District.  
Over the past 12 months, the District's portfolio has earned \$496,000 more than it would have earned had District cash been invested 100% in LAIF.

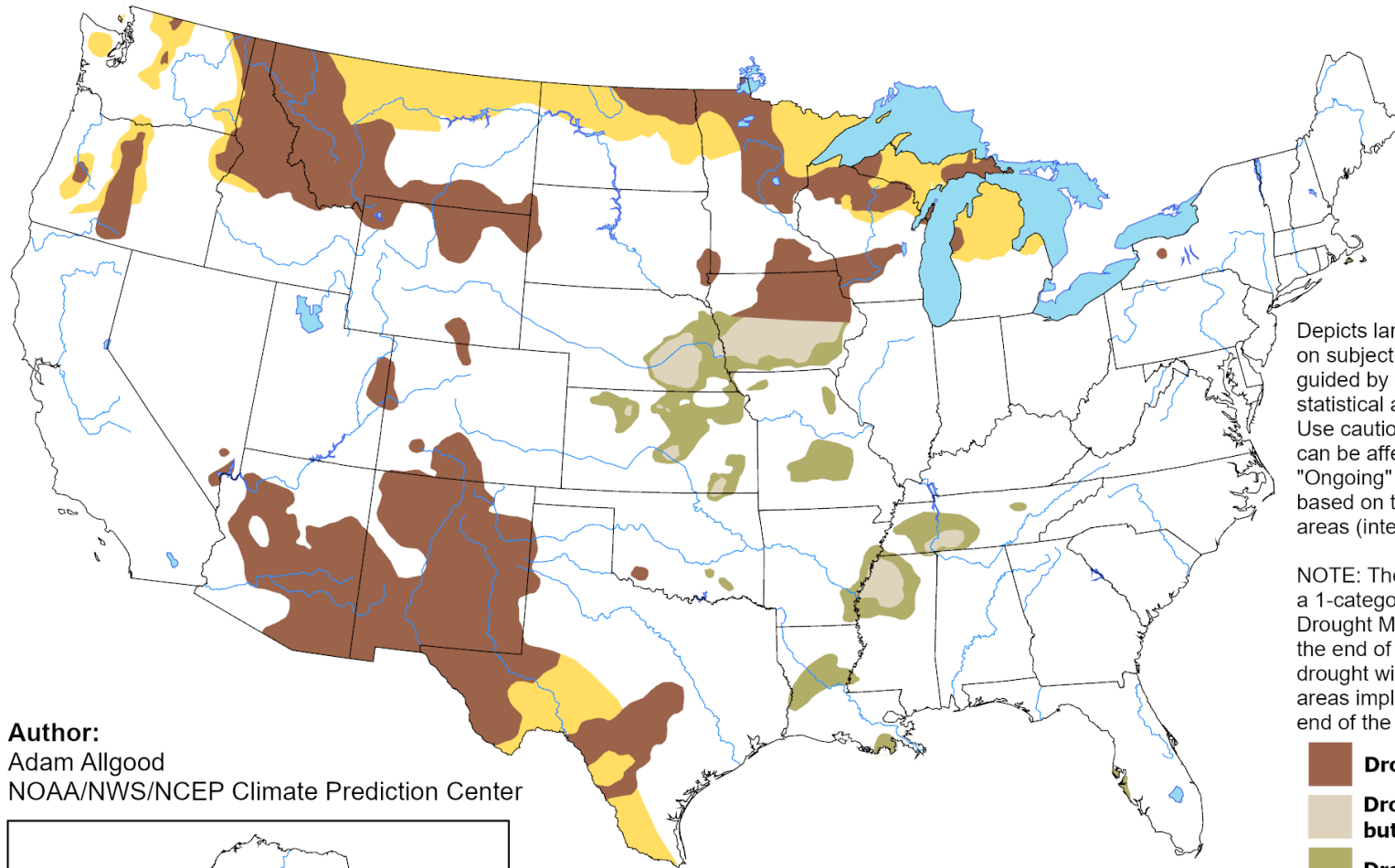
**Financial Goal:**  
Treasury Yield to Exceed  
LAIF Rate by 25 Basis Points  
(0.25%) (Adopted 6/17/97)



# U.S. Seasonal Drought Outlook

## Drought Tendency During the Valid Period

Valid for February 15 - May 31, 2024  
Released February 15, 2024

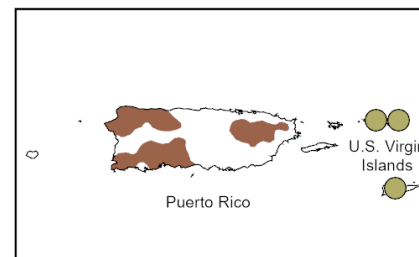
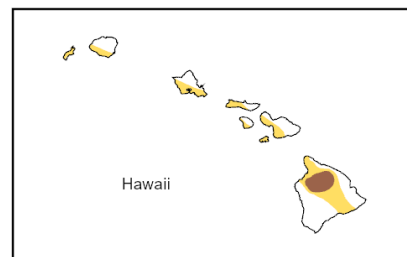
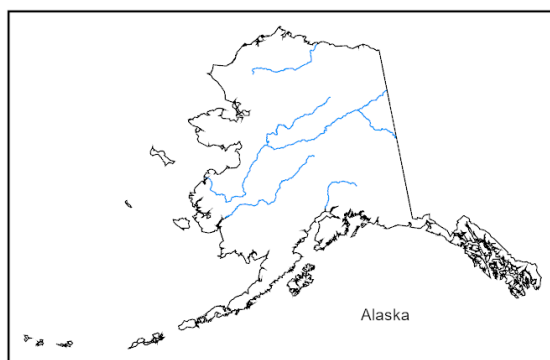


Depicts large-scale trends based on subjectively derived probabilities guided by short- and long-range statistical and dynamical forecasts. Use caution for applications that can be affected by short lived events. "Ongoing" drought areas are based on the U.S. Drought Monitor areas (intensities of D1 to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

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

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

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



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

NOVATO

# City fills opening for public works department head

BY GIUSEPPE RICAPITO

[GRICAPITO@MARINIJ.COM](mailto:GRICAPITO@MARINIJ.COM)

Novato has hired a new public works director as the city moves toward a series of multimillion-dollar projects.

Nick Nguyen, a former engineer with Tiburon and the Transportation Authority of Marin, starts the job on Feb. 12. The Public Works Department has 46 positions and an annual budget of about \$8.6 million.

“It is a privilege to serve this wonderful community with an opportunity to enhance every facet of public works services and project delivery,” he said.

“I look forward to being part of the city’s continued vibrancy, with an eye on the future while honoring the past.”

Nguyen’s starting annual salary will be \$202,723.

Nguyen’s background in public works includes project development, budgeting, engineering, construction management, maintenance and operations.

Nguyen has been a public works director and engineer for various municipalities and agencies, including Tiburon and Caltrans.

His most recent position was principal project delivery manager for the Transportation Authority of Marin.

“With extensive experience in both the public and private sectors, Nick brings a wealth of knowledge and regional transportation expertise to Novato,” said Amy Cunningham, the interim city manager.

“I am confident that he will be a valuable addition to our team and community.”

Nguyen has a bachelor’s degree in civil engineering from California State Polytechnic University, Pomona, and a master’s degree in business administration from the University of San Francisco.

He volunteers for a variety of nonprofit organizations in Marin, including the Rotary Club.

Nguyen replaces Chris DeGabriele, a former North Marin Water District general manager who was appointed interim director in July. DeGabriele stepped in for Chris Blunk, who left in June after being hired to head the engineering division at the Marin County Department of Public Works.

Novato has a five-year capital improvement program totaling \$43 million, with \$11.1 million allocated for the current fiscal year.

Projects that Nguyen will oversee include the Grant Avenue bridge widening, funded by a \$3.5 million federal grant.

He will also oversee a project to create a new three-lane layout on Novato Boulevard between Diablo Avenue and Grant Avenue.

The project cost is \$19 million and includes \$10 million from the Transportation Authority of Marin.

The city recently completed \$813,000 in improvements at Pioneer Park, including a playground and other recreational amenities.



JULY 3-7

# County fair theme planned on water-related subjects

BY KRISSY WAITE

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The Marin County Fair will run from July 3 to 7 with the theme “Make a Splash” — a focus on water-related subjects such as local watersheds, conservation and sea-level rise.

Gabriella Calicchio, director of the Marin County Department of Cultural Services, said the annual fair themes are meant to reflect issues and topics that are on residents’ minds. Last year’s theme, “Electrifying,” was inspired by reusable energy.

“So this year we were thinking about some of the things that are really relevant to our community and water, of course, is at the top of that list in terms of sea-level rise, water conservation and, really, the future and how much it depends on the availability of water,” Calicchio said.

The Marin Municipal Water District and the North Marin Water District are looking to partner with the county for the fair. Calicchio said that while it is early in the planning process, the organizations are exploring the idea of an exhibit with a home that shows ways to conserve water in the kitchen and bathroom.

Adriane Mertens, the communications and public affairs manager for the Marin Municipal Water District, said the utilities look forward to the opportunity to collaborate with the fair.

“Plans are underway for a unique, interactive experience that will guide fair attendees through the fascinating intricacies of how water is delivered from source to tap, while also seeking to spark fair goers’ interest and imagination as it relates to sustainable, long-term water use habits for their own homes and gardens,” Mertens said.

Competitive exhibits will reflect the theme, with categories such as decorated birdbaths, driftwood designs, surfboards and miniature sailboats. Art categories include watercolors, sea, surf and sand, water birds, drip paintings and marine mammals.

The competitive exhibit categories will be announced this month.

“The inspiration was trying to find something that would resonate with our community where we could partner with agencies to educate our community but where we could also make it fun,” Calicchio said.

Fair favorites, such as the juried arts and photography exhibit, carnival rides, sheepdog trials, the petting zoo, pig races and fireworks will be returning. Some will include new twists, like a children's tractor-pulling competition, she said.

Calicchio said one new addition to the fair is the "Butterfly Kingdom," an exhibit where visitors get a feeding stick and can explore an enclosure with 100 live butterflies of six species. The exhibit aims to teach about the butterfly life cycle and even how to mend a broken wing.

Concerts will also return with local talent performing each day. On July 5, family-friendly LGBTQ+ acts will take the stage in honor of the fair's Pride Day. On July 7, Latin artists will perform for Latin Heritage Day.

Calicchio said last year's fair had 92,076 attendees — 79,815 paid — and made \$1,951,265 in ticket revenue.

"Amazingly enough, even with those dreadfully hot days, we exceeded our numbers and number of people that came in 2022," Calicchio said. "We've been really lucky in that COVID and the two-year closure did not hurt our attendance."

This year the fair will be both indoors and outdoors, but the Marin Veterans' Memorial Auditorium will continue to be under construction for safety projects. Calicchio said being unable to use the building for exhibits causes a domino effect on event spaces and more stress on the Marin Center Exhibit Hall.

"We're just exploring new things we can bring as well as ensuring all the things that people love and enjoy," Calicchio said.

Tickets go on sale online on May 1. Prices start at \$15 for July 3, 5, 6 and 7, and \$30 for July 4.

REGISTERED USERS

# Marin to conduct emergency alert test on March 23

BY CAMERON MACDONALD

[CMACDONALD@MARINIJ.COM](mailto:CMACDONALD@MARINIJ.COM)

Tens of thousands of people who live or work in Marin County are scheduled to receive a test emergency alert on March 23.

The alerts will be transmitted at 10 a.m. by text message, phone call or email.

“We want to see how fast those alerts go out in the event that we do need to do a countywide notification,” said Steven Torrance, the county’s emergency management director.

His staff operates AlertMarin, a countywide notification system that alerts subscribers if there is a major emergency requiring evacuations or other actions.

Torrance said AlertMarin was used to tell subscribers to prepare for extended power outages during the severe storm on Feb. 4 that knocked out electricity for tens of thousands of Pacific Gas and Electric Co. customers in Marin County.

“We didn’t want people’s cellphones to die, and so we sent out that message as fast as we could,” he said.

“Regardless if someone was home, they got it on their cellphone or they got it in their email if they weren’t in that area.”

AlertMarin focuses on large-scale emergencies, differing from the Nixle system that fire and police agencies use to warn local communities about low-impact events, Torrance said.

The test on March 23 will only be sent to users who registered for the AlertMarin service on [AlertMarin.org](http://AlertMarin.org). More than 60,000 people are registered, and Torrance said that his staff hopes to increase that number by 10%. The county’s emergency management division plans to promote registration in cities before the test.

The staff will also run a call center to answer questions from the public about AlertMarin on the morning of the test day.

Torrance said that the test will be the first for AlertMarin following a recent upgrade.

Marin County Supervisor Dennis Rodoni, who also serves on the county’s Disaster and Citizens Corps Council, urges people to register for AlertMarin.

“Testing the system allows us to verify the performance and improve as needed,” he said.

The Federal Emergency Management Agency conducted a similar test of its public alert system in Marin County last October.

The Marin County Office of Emergency Management is overseen by the Marin County Fire Department.

"They're both around \$40 million," he said. "However, at this early phase of design, there are big uncertainties attached to this cost," from minus 50% to plus 100%, putting the estimate in the \$20 million to \$80 million range.

One of the potential designs is a roughened channel within the riverbed, lined with large boulders. It would be about 800 feet long, and, at a 3% grade, would deliver water into the tunnel using gravity. A day after the IWPC meeting, Scott Harding, a stewardship associate with American Whitewater, a river conservation organization, wrote to FERC objecting to the roughened channel, claiming that it violates the California Wild and Scenic Rivers Act by interfering with the free flow of the river by altering the makeup of the riverbed. He cited a legal case from 2019, where the California Attorney General sued Westlands Water District over its participation in planning to raise Shasta Dam, adding that, "This precedent suggests that departments and agencies of the state and local governments involved in planning of the roughened channel alternative for the New Eel-Russian Facility may have similar legal exposure."

The other alternative is a pump station, which would be just upstream of where Cape Horn is now. Johnson expressed confidence that both diversion designs would be able to handle the powerful flows of the Eel River in wintertime. And he was careful not to come out in favor of one or the other.

"There is no silver bullet," he warned. "Both of these options will have drawbacks. They'll be either more difficult to construct or more expensive or more expensive to operate or something. What is a benefit of one will be a drawback of the other, and vice versa. Neither will be perfect."

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# Water district adopts plan aimed at improving agency

Strategy covers better supply, cutting use, financial matters



Nicasio Reservoir, part of the Marin Municipal Water District, stands at full capacity on Feb. 9. The district's plan focuses on water supply, drought resiliency, land stewardship, fiscal responsibility and organizational excellence. ALAN DEP — MARIN INDEPENDENT JOURNAL





Nicasio Reservoir in July 2021. The Marin Municipal Water District plan's objectives include increasing water supply by 2,700 acre-feet through the completion of capital projects. SHERRY LAVARS — MARIN INDEPENDENT JOURNAL

**BY ADRIAN RODRIGUEZ**

[ARODRIGUEZ@MARINIJ.COM](mailto:ARODRIGUEZ@MARINIJ.COM)

The Marin Municipal Water District has adopted a five-year strategy after months of planning around how the agency can improve.

Targets for water supply, drought resiliency, land stewardship, fiscal responsibility and organizational excellence are wrapped into the plan that will chart the course of action through 2028.

“We’re finishing the strategic plan, but this really is just the beginning of the next step, which is implementing the plan,” Ranjiv Khush, president of the district board, said Tuesday. “This is a small part of what we’re trying to accomplish.”

Ben Horenstein, general manager of the district, said officials ensured that the plan is an “actionable document.”

“It’s very big, ambitious and somewhat bold in some respects,” Horenstein said. “All of the activities reflect really I think the criticality of this organization moving forward in a continuous improvement mindset.”

Next month, the board will hold its annual retreat, where officials will develop their plan for the remainder of 2024. The objectives for the year will be derived from the five-year strategic plan. Officials will set specific milestones and deliverables, Horenstein said.

The board is set to repeat that process each year through 2028 to record progress on the five-year plan, Horenstein said.

The district manages about 19,800 acres of watershed land in the county. It employs nearly 250 workers in 25 departments who are responsible for getting water to more than 191,000 people, according to the utility.

The district board has been meeting since September to draft the five-year plan and fine-tune the objectives that support each of the five goals.

At the previous meeting, in January, board members suggested several edits that they wanted to be compiled in a final draft before taking a vote. The final draft was presented to the board on Tuesday.

The document says the mission of the district is to provide reliable, high-quality water and to adapt and sustain resources for the future. “Marin Water is a leader in water and natural resource management and addressing the complexities of a changing environment,” the document says.

The plan’s objectives include reducing water use and waste by 800 acre-feet in the next five years and increasing water supply by 2,700 acre-feet through the completion of capital projects such as the electrification of the Soulajule pump station.

Other objectives include strengthening partnerships with Sonoma Water, Marin cities and agencies, and seeking support from state and federal agencies to develop regional water supplies.

The plan talks about prioritizing investments in infrastructure and energy planning to reduce the carbon footprint through the use of electric vehicles and renewable power options. Creek restoration, wildfire planning and overall stewardship are also part of the plan.

Operating with financial transparency, seeking outside funding, including grants and sometimes bond funding, and setting fair, equitable and proportional rates for customers are other objectives.

Targets to improve the district’s culture, values and experience for staff and customers are covered, too.

“The five-year plan really reflects a lot of careful consideration,” said Monty Schmitt, a member of the board.

Schmitt praised staff for boiling down suggestions made by the board into a clear document that demonstrates the tone, spirit and goals of the organization.

“I think it reflects the future that we are striving toward that is ambitious and with the intention to be the best district that we can be on stronger footing to achieve our mission,” Schmitt said.

More details about the plan are available at [marinwater.org/node/1184](http://marinwater.org/node/1184).



REGISTERED USERS

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[CMACDONALD@MARINIJ.COM](mailto:CMACDONALD@MARINIJ.COM)

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The Federal Emergency Management Agency conducted a similar test of its public alert system in Marin County last October.

The Marin County Office of Emergency Management is overseen by the Marin County Fire Department.

LOWER FEES

# Building of ADUs receives new push

## County extends incentives to encourage construction

BY RICHARD HALSTEAD

[RHALSTEAD@MARINIJ.COM](mailto:RHALSTEAD@MARINIJ.COM)

Marin County has extended its offer to lower fees for people interested in building new accessory dwelling units.

The Board of Supervisors, which met Tuesday, extended a building permit fee reduction of \$2,500 per accessory dwelling unit (ADU) and \$1,500 per junior accessory dwelling unit (JADU) through Dec. 31. The supervisors also extended a fee reduction of up to \$10,000 for ADUs that are deed-restricted to be rented at affordable rates, and a waiver of road-impact fees for JADUs.

Both local and state governments view the creation of such apartments as low-hanging fruit when it comes to addressing California's housing shortage.

The state has mandated that Marin County and its municipalities facilitate the creation of 14,210 new residences by 2031. In its housing element, the county projects that 280 of the 3,569 residences it must plan for will be ADUs.

Bowing to state edicts, the county now allows owners of single-family properties to split their lots and build one main residence, two ADUs and one junior accessory dwelling unit on each half, for a total of eight residences.

If an ADU is 800 square feet or smaller, it must be approved ministerially, so no local subjective criteria may be used to deny it.

Due to objections from the state, the county also had to lift a requirement that ADUs have direct vehicle access to a paved street, if located on a property in a very high fire hazard severity zone, and remove a requirement that barred ADUs from sensitive habitat areas.

Aline Tanielian, a county planner, said the county received 416 applications for ADUs from 2019 to 2023. Demand peaked at 154 in 2021 during the height of the COVID-19 pandemic and dropped back to 81 in 2023.

"I'd love to know how many of those applications got to completion and were built," Supervisor Mary Sackett said on Tuesday.

Leelee Thomas, deputy director of the Marin County Community Development Agency, "We'd have to get back to you on that."

From 2017 to 2022, 180 ADUs were built in the county. The number grew from seven in 2017 to a high of 54 in 2022.

Thomas said many people who submit ADU applications are deterred by the cost of construction. “They’re really expensive,” she said. Thomas also mentioned the requirement for a licensed septic system as a hurdle, particularly in western Marin.

Supervisor Eric Lucan asked how much in county fees someone building a state-exempted ADU would have to pay. State law prohibits development impact fees on ADUs smaller than 750 square feet.

Tanielian said ADUs that qualify for the state exemption would normally still be required to pay the county about \$10,000 in building fees, roughly half of what they would otherwise be required to pay in county fees.

To receive a fee reduction for an ADU or JADU, an owner must commit to not using the apartment as a short-term rental.

To receive the higher, \$10,000 reduction, the property owner must place a deed-restriction on the property confirming the apartment will be rented to a household at the income level specified.

Thomas said that is a significant disincentive when someone is considering spending \$400,000 to build an ADU. “I think we’ve only had one taker on that,” Thomas said, “so we’ve been thinking about how we can restructure the program to make it more effective.”

Thomas said the Community Development Agency is also exploring strategies for addressing the high cost of construction.

She said Napa County has been working with Bank of Marin to provide a loan program to people seeking to build ADUs.

“We’re hoping that we’ll be able to replicate something like that,” Thomas said. The county has been offering reduced fees for people building ADUs and JADUs since 2017.

In 2022, the county processed 39 ADU waivers and one JADU fee waiver, totaling \$97,500 and \$1,500 respectively. Last year, the county processed 47 ADU and two JADU fee waivers, totaling \$117,500 and \$4,000 respectively.

In December, county supervisors approved a three-year trial merger between ADU Marin — a collaboration involving the county and 10 Marin municipalities — and the Napa Sonoma ADU Center, a project sponsored by the Napa Valley Community Foundation, Community Foundation Sonoma County and other entities.

The pilot program will provide a one-stop-shop to assist property owners in planning and developing ADUs.



# MENDOFEVER

## MENDOCINO COUNTY NEWS

Home › Water

### PG&E'S HESITATION CASTS SHADOW ON EEL-RUSSIAN RIVER DIVERSION PLAN

Categories: [Featured](#) ‣ [News](#) ‣ [Water](#)



Sarah Reith February 14, 2024

0



*Cape Horn Dam, one that could soon be removed [Photograph from Sarah Reith]*

The plan to continue a diversion from the Eel River into the Russian after the Potter Valley dams are removed hit a snag last week, when PG&E balked at the proposed permitting strategy. PG&E owns and operates the hydropower facility, and is eager to get rid of it in the wake of mechanical failures and a report of earthquake hazards at Scott Dam, which impounds Lake Pillsbury. But a regional coalition of local governments, CDFW, and conservation organizations is planning for life after dam removal by designing a method to continue diverting water when the Eel River is high.

There are two partially designed alternatives for the diversion facility, one of which has garnered an open legal threat from a national river conservation non-profit.

Proponents of the diversion are trying to cajole PG&E into including their plan as a possible alternative when the utility submits its decommissioning plan to FERC, the Federal Energy Regulatory Commission. The proponents had hoped that PG&E would ask FERC to grant them a non-power generating license to build the diversion, at the same time that PG&E was removing the dams, also under a FERC permit.

But in a meeting at the end of January, PG&E announced that the utility won't include the request for a non-power generating license in its decommissioning proposal. PG&E did include the initial plan for the diversion in its draft decommissioning proposal to FERC late last year, along with an outline of its own proposal to remove all the hydropower infrastructure.

Last week, at a meeting of the IWPC, outside counsel Scott Schapiro told anxious water users that he doesn't think this is the end of the line for the diversion proposal.

"The meeting with PG&E has been characterized by some as the end of the earth, and I don't think that's what it is," he opined. "What PG&E determined was that there were aspects of our proposal which did not align with their goals of timing. In particular they were concerned that the non-power license mechanism would ultimately slow down the permitting for their dam removal. For that reason they don't want to include the non-power license in their proposal...They still want to collaborate with us on permitting. But they don't want the non-power license to be part of their proposal," possibly because it is more complicated for the utility to pass costs along to ratepayers without a direct order from FERC.

- Advertisement -



Governor Gavin Newsom's *California Salmon Strategy for a Hotter Drier Future* mentions the removal of the Eel River dams, saying, "Dam removal could reopen hundreds of stream miles of prime salmon and steelhead habitat." It also mentions the diversion plan, which is backed by CDFW, California Trout, Humboldt County, Mendocino County Inland Water and Power Commission, Round Valley Indian Tribes, Sonoma County Water Agency, and Trout Unlimited. While the report focuses on restoring habitat for salmon, Schapiro found encouragement for Russian River water users, as well, because he thinks the governor's plan includes preserving salmon in the Russian River as well as the Eel.

But he said that under the permitting pathway now under consideration, proponents of the diversion will have to seek permits from state agencies, which he fears could result in a delay between PG&E taking out the dams and proponents building the diversion. He presented a scenario.

"The simplest way to do this project, not the best for us, but the simplest, is that PG&E gets permission from FERC to decommission the project completely," he told the assembled members of small water districts. "FERC gives a series of rules on how that's done and what the end conditions have to be. PG&E takes that order to the CPUC (California Public Utilities Commission), and says here's what we're going to do. Please make sure we can collect money from our ratepayers. The PUC says OK. PG&E then goes and does all the work...Then step two, we come in, and we apply to all of the state agencies that we need to get permits from to build our project. That's the easiest way. It doesn't involve us having to touch anything until PG&E is done. We're not involved in any federal permitting. The problem is, it creates a lot of space between PGE& taking its facilities out and us having our facilities. It also subjects us to a permitting process that could be a year or ten years, or state regulators who never approve our permits, and as a result, the diversion never starts up again."

Tom Johnson, a consultant who is working with the IWPC on negotiations with FERC and PG&E, gave a presentation on the two diversion alternatives, which are designed by the Arcata-based firm McBain Associates. Sonoma Water received a \$2 million grant from the Bureau of Reclamation to bring the designs to a certain level of detail. Decision makers will receive a draft copy of McBain's report on February 23, and on March 19, they will decide which alternative they want to have fully designed. Neither design has received a comprehensive geotechnical analysis or sediment modeling at this early stage. Johnson gave a very rough preliminary cost estimate.



**NORTH MARIN  
WATER DISTRICT**

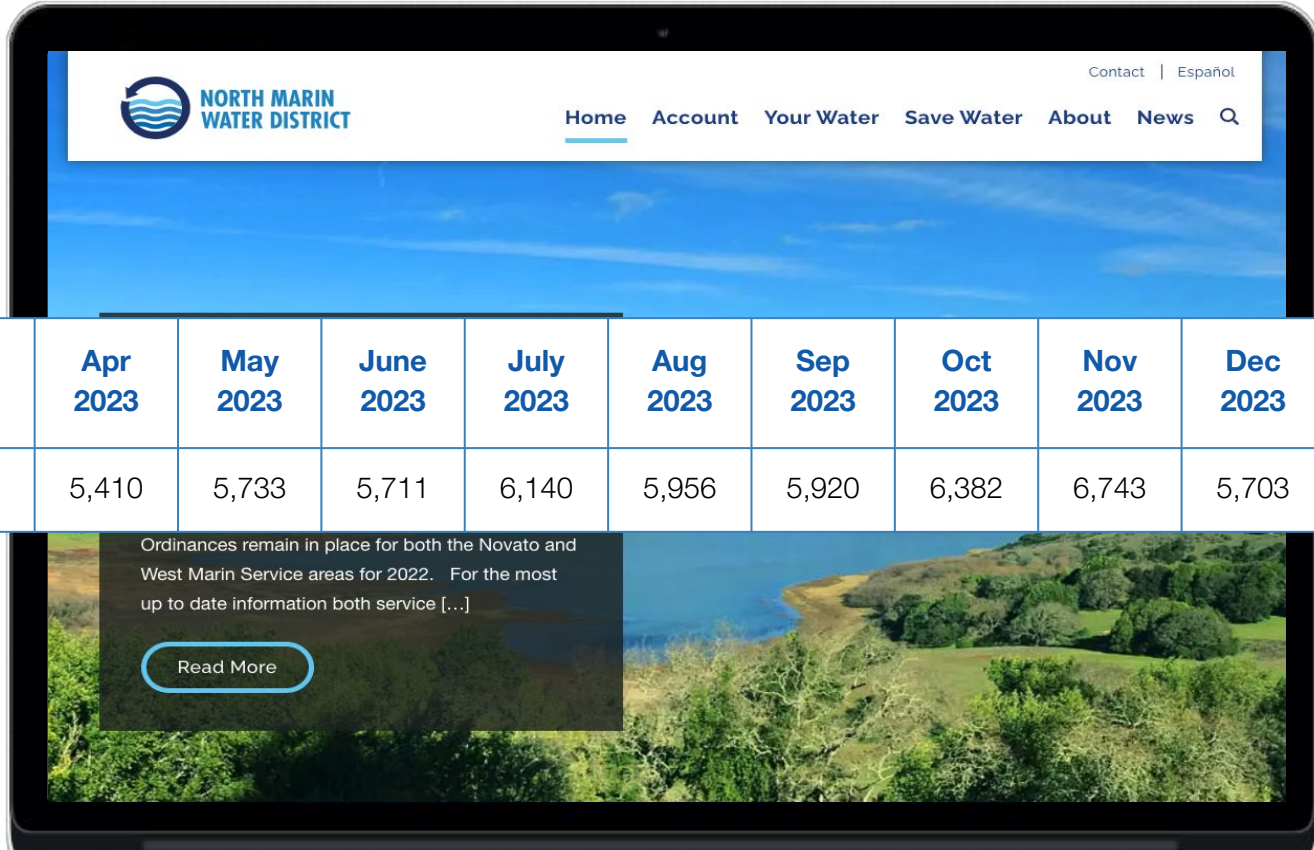
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# **Web & Social Media Report**

January 2024



# Website Statistics






	Mar 2023	Apr 2023	May 2023	June 2023	July 2023	Aug 2023	Sep 2023	Oct 2023	Nov 2023	Dec 2023	Jan 2024
2023/ 24 Visitors	8,631	5,410	5,733	5,711	6,140	5,956	5,920	6,382	6,743	5,703	9,616

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

	Mar-2023	Apr-2023	May-2023	Jun-2023	Jul-2023	Aug-2023	Sep-2023	Oct-2023	Nov-2023	Dec-2023	Jan-2024
 Facebook Followers	2,243	2,300	2,322	2,363	2,390	2,416	2,436	2,454	2,471	2,502	2,537
 X (Twitter) Followers	113	120	121	122	122	122	123	124	125	128	130
 Instagram Followers	774	794	808	822	835	841	844	859	860	869	876





# NMWD Most Visited Pages

Pages	Views
<a href="#">Home</a>	11,229
<a href="#">Online Billing</a>	2,764
<a href="#">Weather &amp; Production Statistics</a>	2,165
<a href="#">My Water Usage (WaterSmart Portal)</a>	587
<a href="#">Employment Opportunities</a>	471
<a href="#">What Is An Acre Foot?</a>	302
<a href="#">History</a>	244
<a href="#">Contact</a>	191
<a href="#">Meetings 2023</a>	185





# January Social Media Highlights | Facebook



199 people reached | 5 engagements



704 people reached | 170 engagements

*Engagements include likes, reactions, clicks and comments*





# January Social Media Highlights | Facebook



314 people reached | 27 engagements



177 people reached | 12 engagements

*Engagements include likes, reactions, clicks and comments*





# January Social Media Highlights | Facebook



189 people reached | 2 engagements



253 people reached | 16 engagements

*Engagements include likes, reactions, clicks and comments*





# January Social Media Highlights | Facebook

 **North Marin Water District**  
Published by Hootsuite · 13 January at 02:00 · 🌐


Customers are welcome and encouraged to attend North Marin Water District's board meeting next Tuesday. See the agenda here: [nmwd.com/meetings](https://nmwd.com/meetings)

**Board of Directors Meeting**


Tuesday,  
January 16th  
4:00pm

  
NORTH MARIN WATER DISTRICT

175 people reached | 11 engagements

 **North Marin Water District**  
Published by Hootsuite · 17 January at 17:01 · 🌐

In the winter season, a great way to save water is by capturing rainwater for reuse. There are many premade rain catchment systems as well as DIY options available. Once you collect the rain, you can save it to reuse during irrigation season. Did you know that NMWD offers a rebate? [#rebates](#)



  
NORTH MARIN WATER DISTRICT

255 people reached | 18 engagements

*Engagements include likes, reactions, clicks and comments*





# January Social Media Highlights | Facebook



495 people reached | 38 engagements



439 people reached | 15 engagements

*Engagements include likes, reactions, clicks and comments*







# January Social Media Highlights | Facebook



1524 people reached | 324 engagements




309 people reached | 15 engagements

*Engagements include likes, reactions, clicks and comments*







## January Social Media Highlights | Facebook

 **North Marin Water District**  
Published by Hootsuite · 3 days ago · 🌐

Did you know our annual water quality report is on our website in English and Spanish? The current report is a great resource to find out more about the continual water quality monitoring we perform year after year, as well as details about where your water comes from, what it contains and how it compares to regulatory standards. Learn more by visiting <https://nmwd.com/your-water/water-quality/> #drinkingwater #waterquality



**Did you know?**  
**¿Sabías?**



NORTH MARIN  
WATER DISTRICT

238 people reached | 6 engagements

*Engagements include likes, reactions, clicks and comments*







## January Social Media Highlights | X (Twitter)





## January Social Media Highlights | X (Twitter)

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

Travis Lawrence just celebrated his second anniversary at the North Marin Water District as a Field Service Representative. Thank you for everything you do! [#waterindustry](#) [#waterprofessionals](#)



 NORTH MARIN WATER DISTRICT

 **North Marin Water District** @NorthMarinWater · Jan 8 ...

Customers are welcome and encouraged to attend North Marin Water District's special board meeting tomorrow. See the agenda here: [nmwd.com/meetings](https://nmwd.com/meetings)



**Board of Directors Meeting**

Tuesday, January 9th  
4:00pm

 NORTH MARIN WATER DISTRICT





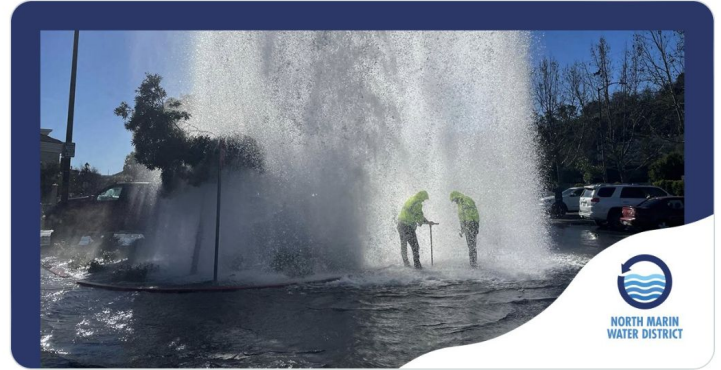
## January Social Media Highlights | X (Twitter)



**North Marin Water District** @NorthMarinWater · Jan 10 ...  
New, high efficiency, clothes washers use far less water than older models. Did you know that NMWD offers a rebate on qualifying Energy Star “Most Efficient” qualified washers? Check out our website for more information: [nmwd.com/save-water/ind...](http://nmwd.com/save-water/ind...) #rebates



**North Marin Water District** @NorthMarinWater · Jan 13 ...  
Yesterday, NMWD crews responded to an emergency shut-off of a fire hydrant that was hit in the Hamilton area.





# January Social Media Highlights | X (Twitter)

 **North Marin Water District** @NorthMarinWater · Jan 13 ...

Customers are welcome and encouraged to attend North Marin Water District's board meeting next Tuesday. See the agenda here: [nmwd.com/meetings](https://nmwd.com/meetings)

**Board of Directors Meeting**

Tuesday, January 16th  
4:00pm

  
NORTH MARIN WATER DISTRICT

 **North Marin Water District** @NorthMarinWater · Jan 17 ...

A great way to save water is by capturing rainwater for reuse. There are many premade rain catchment systems as well as DIY options available. Once you collect the rain, you can save it to reuse during irrigation season. Did you know that NMWD offers a rebate? [#rebates](#)

  
NORTH MARIN WATER DISTRICT





# January Social Media Highlights | X (Twitter)

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

NMWD will begin its annual water main flushing program this month. We have specific routes and use isolation valves to maximize results using the least amount of water. Flushing is performed in the winter months when there is a sufficient water supply for the task.



  
NORTH MARIN  
WATER DISTRICT

 **North Marin Water District** @NorthMarinWater · Jan 23 ...

Did you know that North Marin Water District's tank storage increased from 2 million gallons to 16 million gallons between 1961 and 1970? Learn more: [nmwd.com/about/history](https://nmwd.com/about/history) #staffordlake #history #didyouknow



  
NORTH MARIN  
WATER DISTRICT





## January Social Media Highlights | X (Twitter)

 **North Marin Water District** @NorthMarinWater · Jan 23 ...

Check out our current employment opportunity at North Marin Water District as a Field Service Representative! Visit [nmwd.com/careers/employ](https://nmwd.com/careers/employ) ... for more information.



**We're Hiring!**

  
NORTH MARIN  
WATER DISTRICT

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

A super simple home upgrade that makes a big difference in water savings – choose WaterSense labeled fixtures. WaterSense is an EPA program that offers consumers a simple way to identify water-efficient products. To learn more visit: [epa.gov/watersense/wat...](https://epa.gov/watersense/wat...) #bathroomremodel



  
NORTH MARIN  
WATER DISTRICT







## January Social Media Highlights | X (Twitter)

 **North Marin Water District** @NorthMarinWater · Jan 29 ...

Our annual water quality report is a great resource to learn about the continual water quality monitoring we perform, as well as details about where your water comes from, what it contains and how it compares to regulatory standards. Learn more at [nmwd.com/your-water/wat..](https://nmwd.com/your-water/wat..)



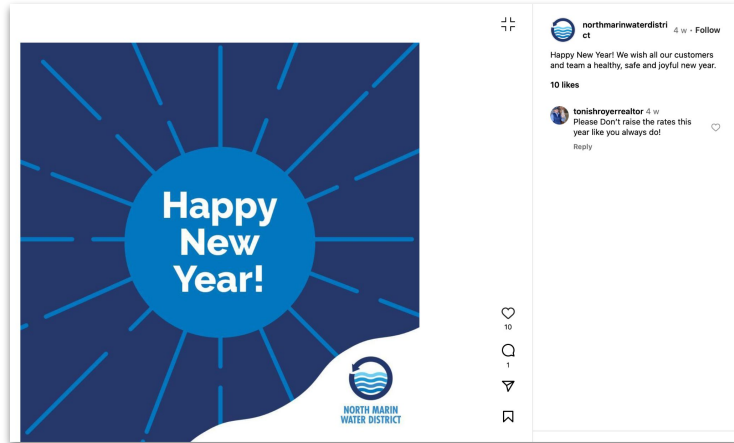
**Did you know?**  
**¿Sabías?**

  
NORTH MARIN  
WATER DISTRICT

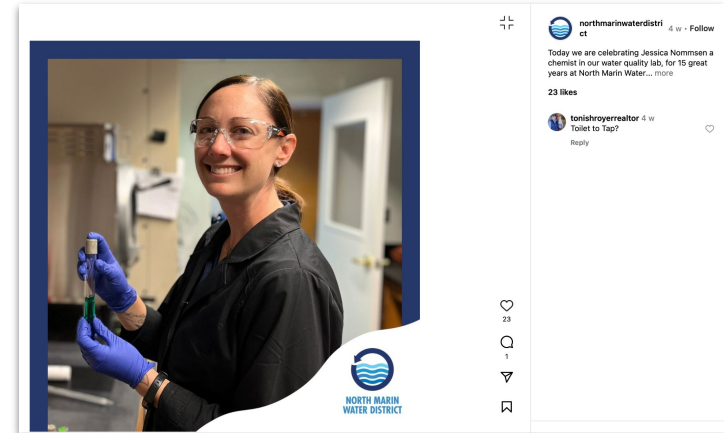




# January Social Media Highlights | Instagram



10 likes



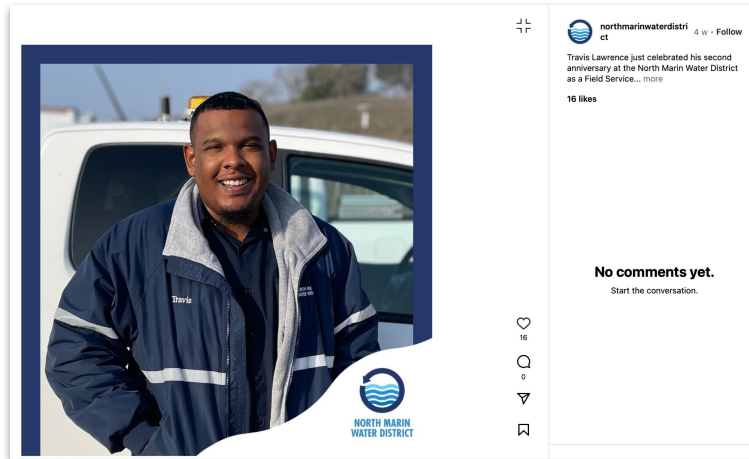
23 likes







# January Social Media Highlights | Instagram



16 likes



1 like

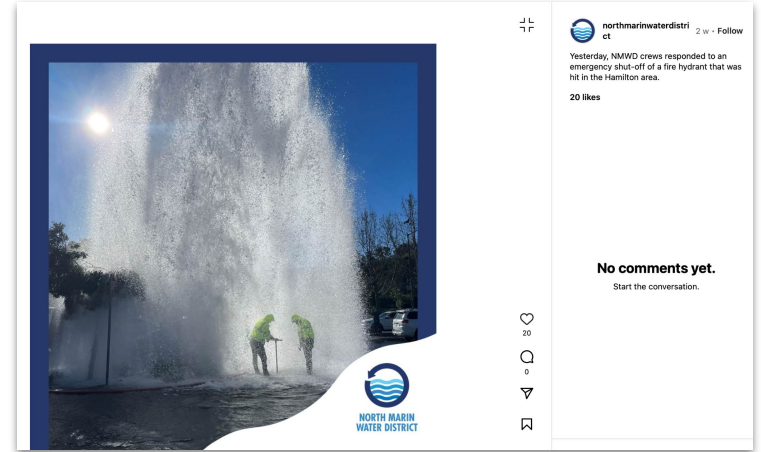




# January Social Media Highlights | Instagram



1 like

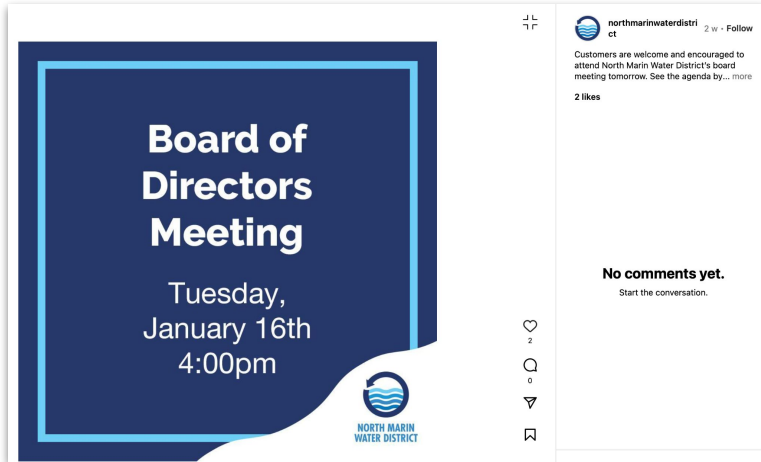


20 likes





# January Social Media Highlights | Instagram



2 likes




4 likes





# January Social Media Highlights | Instagram




northmarinwaterdistri  
ct 1 w · Follow

NMWD will begin its annual water main flushing program this month. This is a standard practice to ensure there is no... more

15 likes

**No comments yet.**  
Start the conversation.



15 likes



northmarinwaterdistri  
ct 1 w · Follow

Did you know that North Marin Water District's tank storage increased from 2 million gallons to 16 million gallons... more

9 likes

**No comments yet.**  
Start the conversation.

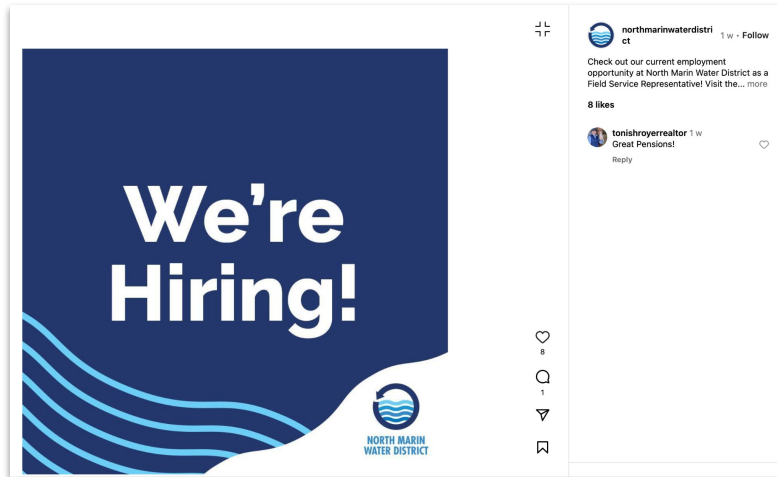


9 likes

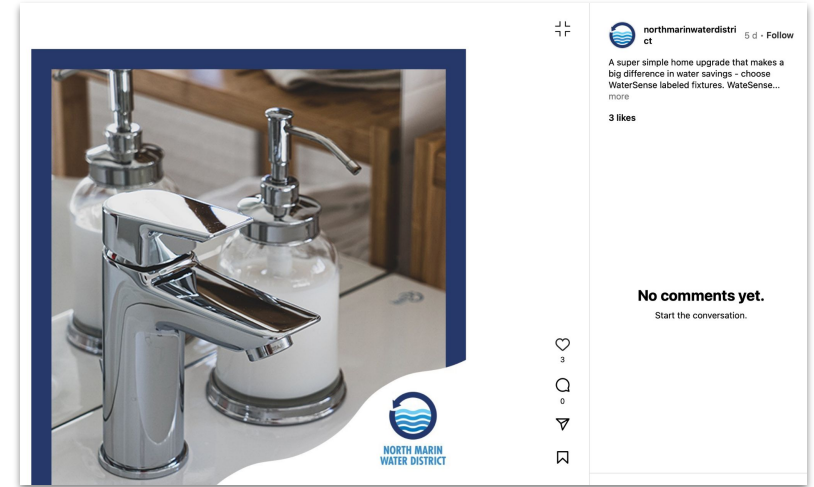




# January Social Media Highlights | Instagram



8 likes

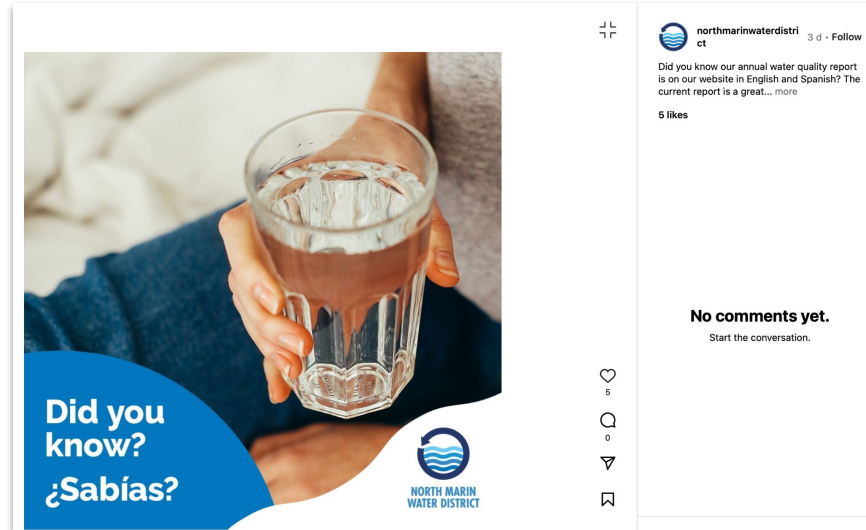


3 likes





# January Social Media Highlights | Instagram



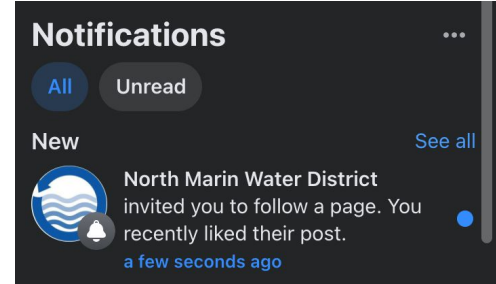
5 likes



# Facebook Likes Campaign - January Report



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

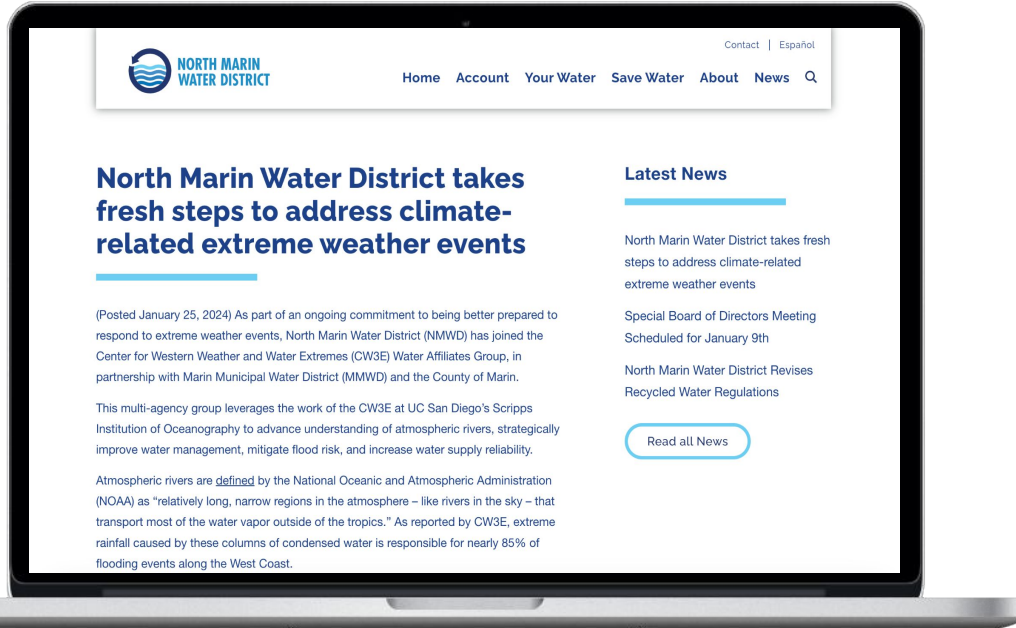


<b>Spend in January 2024</b>	<b>Reach</b> (Number of people who saw the ad)	<b>Impressions</b>	<b>Results</b> (New Page Likes)	<b>Cost Per New Page Like</b>
\$46.59	4,002	7,593	36	\$1.29

*This month, we were able to reach over **4,002** people with the Likes Campaign*



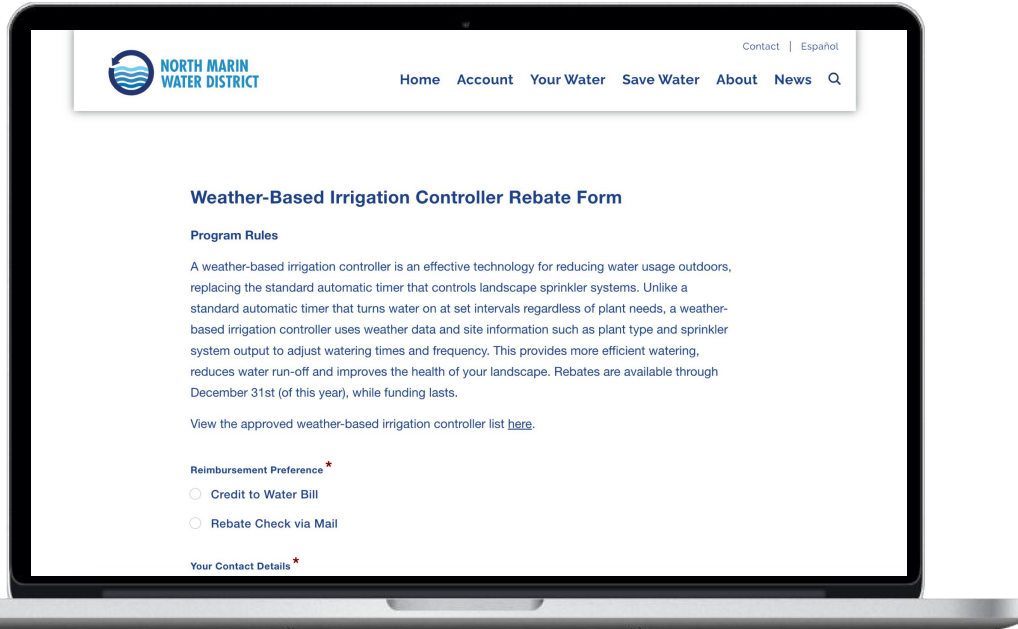
# January Web News Stories



- [North Marin Water District takes fresh steps to address climate-related extreme weather events](#)
- [Special Board of Directors Meeting Scheduled for January 9th](#)



# Digitized Rebate Forms



- Kiosk digitized the Landscape Efficiency, Weather-Based Irrigation Controller, Pool Cover, and High-Efficiency Toilet Rebate forms.

The forms went live January 24th.

<https://nmwd.com/save-water/nmwd-water-conservation-rebates/>

## What's Next?

- Kiosk to begin work on the Annual Report
  - We will be running a series of social media posts for National Engineers Week from 18-24 February, 2024
  - Other social media posts will feature employees on their work anniversaries, as well as highlight rebates
  - Kiosk continues to work with staff to get photos of construction and maintenance projects throughout Novato and West Marin
- 



**Thank You**