



**NORTH MARIN WATER DISTRICT**  
**AGENDA – REGULAR MEETING**  
May 21, 2024 – 4:00 p.m.  
Location: 100 Wood Hollow Dr., Suite 300  
Novato, California

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**Item Subject**

**CALL TO ORDER**

- 1. **APPROVE MINUTES FROM REGULAR MEETING**, May 7, 2024
- 2. **GENERAL MANAGER’S REPORT**
- 3. **OPEN TIME: (Please observe a three-minute time limit)**

This section of the agenda is provided so that the public may express comments on any issues not listed on the agenda that are of interest to the public and within the jurisdiction of the North Marin Water District. When comments are made about matters not on the agenda, Board members can ask questions for clarification, respond to statements or questions from members of the public, refer a matter to staff, or direct staff to place a matter of business on a future agenda. The public may also express comments on agenda items at the time of Board consideration.

4. **STAFF/DIRECTORS REPORTS**

**CONSENT CALENDAR**

The General Manager has reviewed the following items. To his knowledge, there is no opposition to the action. The items can be acted on in one consolidated motion as recommended or may be removed from the Consent Calendar and separately considered at the request of any person.

- 5. **Consent – Approve:** 286 Vallejo Ave Water Facilities – APN 114-241-16 **Resolution**
- 6. **Approve:** Base Salary Schedule Revision and Approval of Side Letter Agreement for Compaction Adjustments

**INFORMATION ITEMS**

- 7. Marin Local Agency Formation Commission 2024 Municipal Service Review Draft Study
- 8. Annual Water Supply and Demand Assessment
- 9. NBWA Meeting – May 3, 2024

10. **MISCELLANEOUS**

- Disbursements – Dated May 9, 2024
- Disbursements – Dated May 16, 2024
- Monthly Progress Report

News Articles:

- Marin IJ – Drought-like water saving planned – MARIN MUNICIPAL
- Marin IJ – Study to gauge effects of climate change on dams – MARIN MUNICIPAL WATER DISTRICT
- Marin IJ – Novato water utility explores new options for pump station – PUBLIC OPPOSITION

| <b>Item</b> | <b>Subject</b>   |
|-------------|--|
|             | Marin IJ – Expansion considerations are part of job – EDITORIAL                        |
|             | Marin IJ – Public safety leader Dave Jeffries dies – OBITUARY                          |
|             | Point Reyes Light – Water use reaches historic low as North Marin considers rate hikes |
|             | <u>Social Media Posts:</u>   |
|             | NMWD Web and Social Media Report – April 2024  |

11. ***ADJOURNMENT***

1



1 Mr. Williams noted to the Board that select number of hardcopies of the North Marin Water  
2 District's FY 22/23 Annual Report were printed and the report is also on our website. The Directors  
3 had been given a copy as well as Sonoma Water's current annual report.

4 **OPEN TIME**

5 President Baker asked if anyone in the audience wished to bring up an item not on the  
6 agenda. Mark Smith of Point Marin said he was glad that we had posted FAQs for the Lynwood  
7 Pump Station Replacement project on the website.

8 Directors Petterle and Joly both noted that open time would be a good time to speak on the  
9 Lynwood Pump Station project unless the comments were specific to Item No. 8 on the agenda  
10 which was very specific to amending a current agreement with the consultant assisting with that  
11 project. No other member of the audience spoke.

12 **STAFF/DIRECTORS REPORTS**

13 President Baker asked if there were any staff or director's reports and there was no response  
14 from staff. Director Eichstaedt said he had heard from a customer in West Marin who asked when  
15 we would be having a public meeting physically out there. He suggested that the upcoming rate  
16 study include a meeting in West Marin.

17 **CONSENT CALENDAR**

18 On the motion of Director Petterle, and seconded by Director Joly, the Board approved the  
19 consent calendar as presented by the following vote:

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

21 NOES: None

22 ABSENT: None

23 ABSTAIN: None

24 **APPROVE: TEXT FOR SPRING 2024 NOVATO "WATERLINE", ISSUE 52**

25 The Board approved the Spring 2024 Novato "Waterline", Issue 52. Director Joly noted that  
26 he liked the test and that the issue itemized the number of pump station, hydropneumatic pump  
27 stations and tanks.

28 **APPROVE: TEXT FOR SPRING 2024 WEST MARIN "WATERLINE", ISSUE 23**

29 The Board approved the Spring 2024 West Marin "Waterline", Issue 23.

30 **ACTION CALENDAR**

31 **APPROVE: RESOLUTION OF APPRECIATION FOR DARRELL BYNUM**

32 Director Joly, at the request of President Baker, read aloud the Resolution of Appreciation for  
33 Darrell Bynum who will be retiring from the District on May 17<sup>th</sup>, 2024. Darrell addressed the Board  
34 and expressed his pride and gratitude of working for North Marin Water District. Director Petterle

1 told Darrell he would be greatly missed and the Board thanked Darrell. The Directors and staff gave  
2 Darrell a standing ovation and the rest of the audience clapped.

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

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

6 NOES: None

7 ABSENT: None

8 ABSTAIN: None

9 **APPROVE: LYNWOOD PUMP STATION REPLACEMENT – CONSULTING SERVICES**  
10 **AGREEMENT AMENDMENT NO. 2**

11 Eric Miller addressed the Board and gave a brief summary of the Board memo. He said that  
12 the Board had previously directed staff to seek additional primary sites for the Lynwood Pump  
13 Station Replacement Project. Mr. Miller said that project consultant’s contract needs amending with  
14 additional funds to perform the work as directed by the Board. He said that the amended scope of  
15 work includes engineering analysis for up to two additional primary sites, and that staff will bring an  
16 update to the Board at a future meeting. Director Eichstaedt asked if geotechnical analysis is part of  
17 the contract and Mr. Miller confirmed that there is. He said that geotechnical information is  
18 considered as part of the siting study and that additional analysis will be performed once a site is  
19 selected. Director Joly noted to the people in the audience that Eric Miller and Tim Fuelle are the  
20 point people for the project. He also noted that the consultant’s original contract for this project was  
21 \$100,000 and that this amendment is \$80,000 more, adding that this type of work is expensive to  
22 do. Mr. Miller said that the amendment also includes architectural expertise which is warranted for  
23 this project but is earlier in the process than a typical project.

24 Leonard Shaw spoke to the Board and said that he supports staff to further explore more  
25 appropriate sites for the pump station. He said that it might be appropriate to ask some in real  
26 estate to assist in locating a site that is more commercial instead of open space. He said that an  
27 engineering firm may not be as experienced as a real estate person. He said that this is a massive  
28 project and may need more funds in the future to find a better site that won’t be disruptive. The  
29 Board thanked him for his comments.

30 Judy Shaw addressed the Board and thanked them for putting this item on the agenda and  
31 thanked the members of the community who have come to the meetings. The Board thanked her.  
32 Director Petterle thanked the public for attending and encouraged them to come to future meetings.  
33 Director Baker also thanked the public for coming to the meeting.

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

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

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

4 **APPROVE: SIDE LETTER AGREEMENT REGARDING 457(B) DEFERRED COMPENSATION**  
5 **MATCH TO 401(A) DEFERRED COMPENSATION PLAN AND EMPLOYEE HANDBOOK**  
6 **REVISIONS**

7 Mr. Williams noted to the Board that there are two actions to vote on with this item, one  
8 allowing staff to counter-sign the side letter agreement that has already been signed by the  
9 Employee Association Chairperson, and the other to update the employee handbook. Julie Blue  
10 explained to the Board that in the recently approved Memorandum of Understanding (MOU) the  
11 District would match employee contributions up to 1% of the annual base salary for any employees  
12 who choose to participate in the 457(b) deferred compensation plan effective July 1, 2024. She said  
13 the Nationwide 457(b) account is exempt from Social Security and Medicare taxes. Director Joly  
14 said it was a good memo and asked Ms. Blue if an employee leaves, as opposed to retiring, if the  
15 employee can roll the funds into another account and she said they can.

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

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

22 **APPROVE: 2024 EMERGENCY INVERNESS INTERTIE AND COOPERATIVE SERVICES**  
23 **AGREEMENT BETWEEN NORTH MARIN WATER DISTRICT AND INVERNESS PUBLIC**  
24 **UTILITIES DISTRICT**

25 Tony Williams told the Board this agreement with Inverness Public Utilities District (IPUD) is  
26 a good example of partnerships with other districts. He said that the agreement has been reviewed  
27 by legal counsel on each side and IPUD's Board has approved it. He said that having an intertie  
28 and associated agreement meets new requirements from the state under SB 552. He also said that  
29 it is a 10-year agreement and that it is not a guarantee that the District will share water with them,  
30 but it is in place should there be a catastrophic failure or similar event. Director Eichstaedt said it is  
31 good to have the flexibility. He also said the most critical tanks in their system are redwood and  
32 need to be replaced soon and it is to have the water available if needed. Mr. Clark said the intertie  
33 has been used in the past and also that it is tested and flushed occasionally

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

36 AYES: Director(s) Baker, Eichstaedt, Fraites, Joly and Petterle  
37 NOES: None

1 ABSENT: None

2 ABSTAIN: None

3 **INFORMATION ITEMS**

4 **PREVIEW OF FY 24/25 CAPITAL IMPROVEMENT PROGRAM (CIP)**

5 Eric Miller introduced Lia Solar, Tim Fuelle, Avram Pearlman, Susan Dove, Sebastian Rubio-  
6 Gomez of the Engineering Department. He said Corey Reed, Joe Kauwe and Rebecca Sylvester  
7 were not able to attend. He then gave a presentation on the FY 24/25 Capital Improvement  
8 Program.

9 One of the first slides in the presentation showed an updated service area map for Novato,  
10 which also included elevation zones. Some of the major pipeline projects for the upcoming CIP  
11 include the Novato Blvd. Widening, Arthur St. Main Relocation, and San Mateo Tank 24”  
12 Transmission Main, and the Stafford Lake Park Service Line. The park service line ruptured under  
13 the lake last year. The major tank and pump station projects will include the Lynwood Pump Station  
14 Replacement, Crest Pump Station Relocation, and the Cherry Hill Pump Station Retaining Wall.  
15 Stafford Treatment Plant projects are the Chemical Tank Replacement, Water Supply  
16 Enhancement, the Stafford Dam Spillway Concrete Repair, and the Dam Piezometer Automation.  
17 Facilities Improvements include the current Administration and Lab Building Upgrade, the  
18 Construction Locker Room Remodel, Asphalt Repairs at Rush Creek Place, and the Corp Yard  
19 Building Roof Replacement. In summary, the Novato budget totals approximately \$6.1M with loan  
20 funds in the amount of ~\$2.4M, for a net total for the Novato system of ~\$3.7M.

21 The Recycled Water (RW) system projects include the Recycled Water Extension from  
22 Redwood Blvd. to Rush Creek Place, and the Hamilton Vets Housing. The RW budget is \$450,000,  
23 with loans and grant funds in the amount of \$450,000 for a net total for the RW system of \$0. In  
24 West Marin, the main projects are the Lagunitas Creek Bridge Pipe Replacement, the Replacement  
25 of the 2-inch Galvanized Pipe at Balboa, installation of an electrical enclosure at the Gallagher Well  
26 No. 2, and Relocation of the chemical storage at the Pt. Reyes Treatment Plant.

27 The West Marin budget is \$445,000. For the Oceana Marin system, the budgeted projects  
28 are the design phase of the sewer force main improvements – FM 1A and the construction of the  
29 Oceana Marin Treatment Pond Rehab. The budget for the Oceana Marin system is \$1,905,000,  
30 with loan and grant funds in the amount of \$1,734,000, for a net total for the Oceana Marin system  
31 of \$180,000.

32 Director Petterle asked if one of the projects in the Studies & Special Projects division, the  
33 Novato Master Plan, is going to be done by an outside consultant and Mr. Miller said it will be a  
34 combination of consultant support and District staff effort. Director Joly asked about the \$90,000 for  
35 the North Marin Aqueduct Vulnerability & Cathodic Assessment project. Mr. Williams said this  
36 project is a detailed assessment of the District’s transmission pipeline from Sonoma to Novato,



1 which is one of the District's most critical assets. Director Eichstaedt asked about the Master Plan  
2 Update and if there were plans for staff to perform any of the modeling in-house, as opposed to a  
3 consultant performing the modeling. Mr. Miller said yes that staff was planning to do basic modeling  
4 in-house, but that consultant support would be used for the more advanced modeling tasks.  
5 Director Eichstaedt also asked if the cathodic protection assessment is just for the aqueduct and  
6 Robert Clark answered that it is.

7 Mr. Miller showed the budget summer for each enterprise with a total net budget of  
8 \$4,325,000.

9 **FY 23/24 3<sup>RD</sup> QUARTER FINANCIAL STATEMENT**

10 Julie Blue addressed the Board and summarized the 3rd Quarter Financial Statement. She  
11 said that operating revenue was at 75% of the budget and operating expenses were 87% of budget.  
12 She said \$8.3M (52%) of the capital plan was completed and consolidated net income was \$2M.  
13 She said that year to date operating revenue in Novato was 12% higher than the prior year due to  
14 rate increases as well as a slight rebound in water sales. The income for Novato was \$1.9M and  
15 \$609,000 was received in Facility Reserve Charges. Stafford Treatment Plant produced 409 MG  
16 (million gallons). Ms. Blue said that an estimated 121 MG of recycled water (RW) was consumed in  
17 Novato and the RW net income year to date was \$140,000. In Pt. Reyes (West Marin Water), an  
18 estimated 38.2 MG was consumed, operating revenue was 1.9% higher than prior year and that we  
19 have one new connection. The net loss for West Marin Water was \$85,000. She said that Oceana  
20 Marin has 236 active accounts, there was a net income of approximately \$12,000, and \$75,000 in  
21 connection fees were collected.

22 **MARIN COUNTY CIVIL GRAND JURY REPORT: AN UPDATE ON RESPONSES TO THE 2022-**  
23 **2023 REPORTS**

24 Tony Williams informed the Board that the Grand Jury Report states that the District has  
25 completed everything that was promised in the District's response to the Grand Jury's Dam Safety  
26 Report in 2023. We have also provided public information on our website and through  
27 presentations to civic groups. He said we are now members of the Center for Western Weather and  
28 Water Extremes and that seasonal and sub-seasonal forecasting that is being done will likely be  
29 helpful to the District. Mr. Williams said he will bring back to the Board an update on the Stafford  
30 Dam adjustable spillway gate project if it shown to be feasible. The geotechnical and  
31 hydrology/hydraulics methodology has been submitted to the state Division of Safety of Dams  
32 (DSOD) for approval. Director Joly asked about atmospheric rivers and how Stafford Lake handled  
33 the 29-inches of rainfall and Mr. Williams said it did very well and that the dam has been spilling  
34 consistently since February and never reached the higher spillway. He said the last inspection from  
35 the state's DOSD showed compliance with dam safety requirements.

36

1 **WAC/TAC MEETING – FEBRUARY 5, 2024**

2 Tony Williams noted that many of the agenda items from this meeting have been discussed  
3 but noted that Sonoma Water has been working on a resiliency study which has a drought-related  
4 chapter which was previously approved. He said that Sonoma Water hopes to bring a draft report in  
5 July or August to the TAC that has all risks identified including cyber-attacks, etc. Robert Clark said  
6 there is an AWWA program that the District joined that looks at our water system operational  
7 technologies and we receive reports that alert us if we have any threats.

8 **TAC MEETING – MARCH 4, 2024**

9 Tony Williams mentioned that Sonoma Water’s proposed budget was on this agenda.

10 **MISCELLANEOUS**

11 The Board received the following miscellaneous items: Disbursements – April 18 and 25  
12 and May 2, 2024, Auditor-Controller’s Monthly Report of Investments for March 2024, AWWA Legal  
13 Advisory – Introduced CERCLA legislation, PFAS Enforcement Discretion and Settlement Policy  
14 Under CERCLA – USEPA, Pages from Spring WAG Roundtable Meeting – April 25, 2024, NOAA  
15 US Seasonal Three-Month Drought Outlook – April 30, 2024, NOAA US Seasonal Three-Month  
16 Precipitation Outlook – April 18, 2024.

17 The Board received the following news articles: Marin IJ – Water districts remain vigilant  
18 amid new rules – FOREVER CHEMICALS, Marin IJ – Ranchers rip proposal for reservoir expansion  
19 – MARIN MUNICIPAL, Pt. Reyes Light – Housing development clears hurdle

20 **ADJOURNMENT**

21 President Baker adjourned the meeting at 5:44 p.m.

22 Submitted by

23  
24  
25 Eileen Mulliner  
26 District Secretary  
27

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3

**4**

**5**



## MEMORANDUM

To: Board of Directors

Date: May 21, 2024

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

Subj: 286 Vallejo Ave Water Facilities – APN: 114-241-16  
R:\Folders by Job No\2800 Jobs\2874 286 Vallejo Avenue\BOD Memos\_Agmt\2874 BOD Memo.doc

**RECOMMENDED ACTION:** The Board approve authorization of this agreement

**FINANCIAL IMPACT:** None: Developer Funded

### Summary

The subject project is located at 286 Vallejo Avenue, in Inverness Park, vicinity map attached. Until recently, the subject property and the adjacent property (288 Vallejo Avenue) were under common ownership. Unbeknownst to the District, the property owner had constructed private water facilities on the customer side of the meter serving 288 Vallejo Avenue that extended across the property boundary to serve the subject property at 286 Vallejo Avenue.

Both properties were recently sold to two separate owners, and the District is working with the new owner of 286 Vallejo Avenue to construct a separate potable service to serve their parcel consistent with District Regulations. The scope of work will extend the District's 6-inch main westerly along Vallejo Avenue to allow for a new service connection at the southeast property corner of APN 114-241-16. The total estimated costs of this project exceed the authorization limited of the General Manager under Regulation 26.

### Project Details

This project requires new water facilities in the Inverness Park Zone, including 285 feet of 6-inch PVC main, 15 feet of 1-inch copper lateral, and one (1) domestic 1-inch water meter with a 1-inch RPP back flow prevention device. The new 6-inch water main will be extended from the existing blow off at the end of the existing main on Vallejo Avenue.

Total water demand is one (1) Equivalent Dwelling Unit (EDU) and the applicant will pay Facilities Reserve Charges (FRCs) for one (1) EDU.

The parcel has existing sewer service via septic system and leach field, and the agreement will reflect the State of California requirement of a 25-foot separation between the District main and the boundary of any leach field, as well as a 10-foot separation from any District service, including the water meter and lateral.

Reimbursement Fund Program Eligibility:

Pursuant to District Regulation 30 – Reimbursement for Extension of Pipelines that Benefit Others, any extension of District water mains not adjacent to the owner’s property, greater than 100 feet in length, with a diameter of at least six inches, are eligible for reimbursement. An estimate of project costs eligible under the District’s Reimbursement Program is shown below, the same method will be used to determine actual eligibility upon project completion when final project costs are known.

$$\begin{aligned} \text{Total Project Cost Estimate} &= \$136,466 \\ \text{Pavement Restoration Estimate} &= \$22,176 \\ \text{Total Project Length (LF)} &= 264 \text{ LF} \\ \text{Reimbursement Estimate} &= (\$136,466 - \$22,176) \times \frac{(264 \text{ LF} - 100 \text{ LF})}{264 \text{ LF}} \\ &= \$114,290 \times 62.1\% \\ &= \$70,998 \end{aligned}$$

District Regulation 30 excludes the first one hundred linear feet of main extension from reimbursement eligibility. For this reason, the cost of pipeline replacement is modified by the percentage equal to the length of eligible replacement, in this case 62.1%. The cost of pavement restoration is also removed from the calculation, as none of those costs are eligible for reimbursement under the District’s program.

RECOMMENDATION:

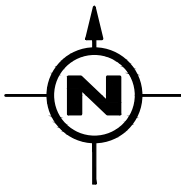
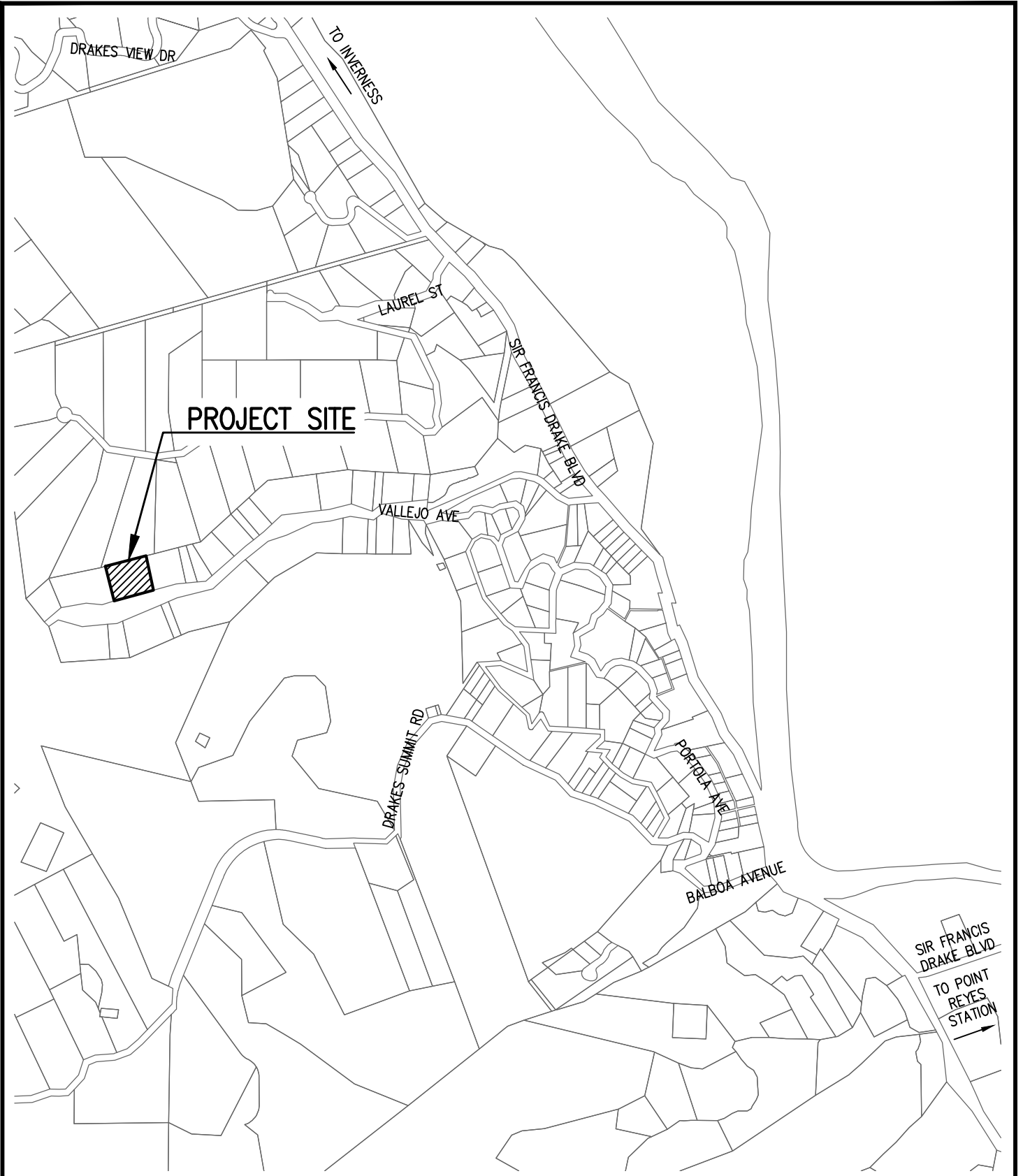
The Board approve authorization of this agreement, including associated Resolution No. 24-XX.

ATTACHMENTS:

1. Vicinity Map
2. Water Service Facilities Construction Agreement
3. Resolution No. 24-XX for Authorization of Execution of Agreement



Apr 19, 2024 - 10:23am W:\JOB\2\_PT\_REY\2874\_286 Vallejo Ave Main Ext\3\_ISSUED\A\2874\_Vicinity Map.dwg User: SDOVE



|   |       |          |          |
|---|-------|----------|----------|
| <b>DINA SAALISI RESIDENCE</b><br><b>286 VALLEJO AVENUE</b><br><b>APN 114-241-16</b> |       |          |          |
| DATE  | SCALE | JOB. NO. | DWG. NO. |
| 04/19/24  | NTS   | 2874     | MAP      |

PART ONE  
HIGH PRESSURE  
WATER SERVICE FACILITIES CONSTRUCTION AGREEMENT  
FOR  
286 VALLEJO AVENUE – WATER MAIN EXTENSION

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*THIS AGREEMENT*, which consists of this Part One and Part Two, Standard Provisions, attached hereto and a part hereof, is made and entered into as of \_\_\_\_\_, 2024, by and between NORTH MARIN WATER DISTRICT, herein called "District," and DINA SAALISI AND DAVID SAALISI, Individuals, herein called "Applicants."

*WHEREAS*, the Applicant, pursuant to District Regulation 1, the State of California Subdivision Map Act and all applicable ordinances of the County of Marin, has purchased the real property in the District commonly known as Marin County Assessor's Parcel Number 114-241-16 and the project known as 286 VALLEJO AVENUE WATER MAIN EXTENSION, consisting of one (1) lot previously developed but without water facilities; and

*WHEREAS*, the Applicant is the owner of real property in the District commonly known as 286 Vallejo Avenue, Inverness Park (Marin County Assessor's Parcel 114-241-16); and

*WHEREAS*, the neighboring parcel commonly known as 266 Vallejo Avenue, Inverness Park is now under separate ownership and has entitlement of two (2) EDUs; and,

*WHEREAS*, 286 Vallejo Ave has a current entitlement of zero (0) EDUs and Facilities Reserve Charges for 1 EDUs will be collected; and

NOW THEREFORE, the parties hereto agree as follows:

1. The Applicant hereby applies to the District for water service to said real property and project and shall comply with and be bound by all terms and conditions of this agreement, the District's regulations, standards and specifications and shall construct or cause to be constructed the water facilities required by the District to provide water service to the real property and project. Upon acceptance of the completed water facilities, the District shall provide water service to said real property and project in accordance with its regulations from time to time in effect.

2. Prior to the District issuing written certification to the City, County or State that financial arrangements have been made for construction of the required water facilities, the Applicant shall complete such arrangements with the District in accordance with Section 5 of this agreement.

3. Prior to release or delivery of any materials by the District or scheduling of either construction inspection or installation of the facilities by the District, the Applicant shall:

a. deliver to the District PDF prints of any revised utility plans approved by the County to enable the District to determine if any revisions to the final water facilities construction drawings are required. The proposed facilities to be installed are shown on Drawing No. 2 2874.001, entitled, "286 VALLEJO AVENUE – WATER MAIN EXTENSION", a copy of which is attached, marked Exhibit "A", and made a part hereof. (For purposes of recording, Exhibit "A" is not attached but is on file in the office of the District.)

b. grant or cause to be granted to the District without cost and in form satisfactory to the District all easements and rights of way shown on Exhibit "A" or otherwise required by the District for the facilities.

c. deliver to the District a written construction schedule to provide for timely withdrawal of guaranteed funds for ordering of materials to be furnished by the District and scheduling of either construction inspection or construction pursuant to Section 5 hereof.

4. Except for fire service, new water service shall be limited to the number and size of services for which Initial Charges are paid pursuant to this agreement. Initial Charges for new services, estimated District costs and estimated applicant installation costs are as follows:

**Initial Charges**

|   |                |    |           |           |                  |
|---|----------------|----|-----------|-----------|------------------|
| Meter Charges (Domestic) (Included in Estimated District Costs) ..... | One 5/8-inch @ | \$ | 0.00      | \$        | 0.00             |
| Reimbursement Fund Charges .....                                      | One @          | \$ | 1,950.00  | \$        | 1,950.00         |
| Facilities Reserve Charges.....                                       | One @          | \$ | 20,660.00 | \$        | 20,660.00        |
| <b>Subtotal - Initial Charges.....</b>                                |                |    |           | <b>\$</b> | <b>22,610.00</b> |

**Estimated District Costs**

|   |           |                   |
|---|-----------|-------------------|
| Pipe, Fittings & Appurtenances.....             | \$        | 14,673.00         |
| District Construction Labor.....                | \$        | 55,414.00         |
| Engineering & Inspection.....                   | \$        | 2,850.00          |
| Bulk Materials.....                             | \$        | 63,529.00         |
| <b>Subtotal – Estimated District Costs.....</b> | <b>\$</b> | <b>136,466.00</b> |

**Estimated Applicant Installation Costs**

|   |           |             |
|---|-----------|-------------|
| Installation Labor.....                                       | \$        | 0.00        |
| Contractor Furnished – Pipe Fittings & Appurtenances.....     | \$        | 0.00        |
| Bulk Materials.....   | \$        | 0.00        |
| <b>Subtotal - Estimated Applicant Installation Costs.....</b> | <b>\$</b> | <b>0.00</b> |

**TOTAL ESTIMATED WATER FACILITIES COSTS..... \$ 159,076.00**

(Bulk materials are such items as crushed rock, imported backfill, concrete, reinforcing steel, paving materials, and the like, which are to be furnished by the contractor performing the work.)

5. Financial Arrangements to be made by the Applicant shall consist of the following:

Initial Charges and Estimated District Costs

Installation By District: Due to the proprietary nature of construction required to install said facilities, the District reserves the right to install the facilities utilizing District construction forces. The Applicant shall either pay to the District the total Estimated Installation Costs set forth in Section 4 hereof in the amount of **\$159,076** or shall include such amount in the irrevocable letter of credit provided for the Initial Charges and Estimated District Costs set forth first above. The District shall draw upon installation funds guaranteed by the letter at any time the District deems appropriate which normally will be at least thirty (30) days prior to the anticipated start of construction.

Whenever an irrevocable letter of credit is required by this agreement, the Applicant may substitute a certificate of deposit at a financial institution in the Novato area provided the certificate may be cashed at sight by the District at any time.

6. The facilities to be constructed pursuant to this agreement are subject to reimbursement in accordance with the District's Regulations from time to time in effect. The estimated amount subject to reimbursement is **\$70,998**. The actual amount subject to reimbursement will be calculated by the District and based on final construction costs. Reimbursement payment shall be made in accordance with Regulation 30.

7. High pressure water service will be rendered to 286 Vallejo Avenue Water Facilities in accordance with District Regulation 12 entitled "High Pressure Service". The Applicant shall install a private pressure regulating device for each service to said lots as required by local ordinances and plumbing codes prior to occupancy of any structures, shall inform the buyer or buyers of said lots of the water service conditions herein described, and shall provide each buyer a copy of this agreement prior to any final sales transaction. Said private pressure regulating devices shall be in accordance with District Standard 28 but shall not be a part of the District's water system. The maintenance and operation of said devices shall be the responsibility of the property owners.

8. Cross-connection and Backflow Prevention is required for the new Water Facilities described herein in accordance with District Regulation 6 entitled "Cross-connection and Backflow Protection for Potable Water Service". NMWD shall install and then the Applicant will own and maintain

a private backflow prevention assembly for each service as shown on Exhibit "A" or otherwise required by the District in accordance with District standards and specifications.

a. Inspection and testing of backflow preventers shall be performed annually by individuals certified by American Water Works Association (AWWA) as backflow prevention testers in accordance with District Regulation 6. Inspections will be conducted by qualified District personnel or others at the sole discretion of the District.

b. Backflow devices that fail a performance test will be repaired by the customer or the District as applicable, in accordance with District Regulation 6.

c. The Applicant is responsible for paying a bi-monthly fee for maintaining the backflow preventer device per Regulation 54.

9. Water service through the facilities to be installed pursuant to this agreement will not be furnished to any building unless the building is connected to a public sewer system or to a waste water disposal system approved by all governmental agencies having regulatory jurisdiction. This restriction shall not apply to temporary water service during construction. Additionally, the following setbacks must be met:

- a. 50-foot separation between NMWD mains and any septic leach field
- b. 25-foot separation between NMWD meter or lateral and any septic leach field

10. New construction in the District's West Marin service is required to be equipped with high efficiency water conserving equipment and landscaping specified in Regulation 17 sections e. and f.

11. All estimated costs set forth in this agreement shall be subject to periodic review and revision at the District's discretion. In the event the Applicant has not completed financial arrangements with the District in accordance with Section 5 hereof prior to expiration of six (6) months from the date of this agreement, all Initial Charges and estimated costs set forth in Section 4 hereof shall be revised to reflect then current District charges and estimates. In the event the Applicant has not secured final land use approval for the project from the County of Marin, recorded a final map and diligently commenced construction of improvements required by those agencies and the District prior to expiration of one (1) year from the date of this agreement, the District may, at its option, either retract financial certifications issued to City, County and State agencies and terminate this agreement or require amendment of this agreement and review of all Initial Charges and estimated costs contained herein. The Applicant shall pay any balance due upon demand or furnish a guarantee of such payment satisfactory to the District.

12. All extensions of time granted by the County of Marin for the Applicant to comply with conditions of land use approval or to construct improvements pursuant to a subdivision improvement agreement shall require concurrent extensions of this agreement and shall be cause for review and revision of all Initial Charges and estimated costs set forth in Section 4 hereof. The Applicant shall apply to the District for extension of this agreement prior to approval of the Applicant's requests for such extensions by either the County of Marin.

13. In the event of sale of this parcel, the Applicant shall provide to the buyer(s) a copy of this Agreement so that there is complete disclosure of the limited nature of the water service. In addition, upon execution of this Agreement, District shall have it recorded.

14. This agreement shall bind and benefit the successors and assigns of the parties hereto; however, this agreement shall not be assigned by the Applicant without the prior written consent of the District. Assignment shall be made only by a separate document prepared by the District at the Applicant's written request.

NOTARIZED:

**NORTH MARIN WATER DISTRICT**  
"District"

\_\_\_\_\_  
Jack Baker, President                      Date

\_\_\_\_\_  
Eileen Mulliner, Secretary

(SEAL)

**Dina Saalisi**  
An Individual  
"Applicant"

(SEAL)

\_\_\_\_\_  
Dina Saalisi, Property Owner                      Date

**David Saalisi**  
An Individual  
"Applicant"

(SEAL)

\_\_\_\_\_  
David Saalisi, Property Owner                      Date

NOTES: *If the Applicant executing this agreement is a corporation, a certified copy of the bylaws or resolutions of the Board of Directors of said corporation authorizing designated officers to execute this agreement shall be provided.*

*This agreement must be executed by the Applicant and delivered to the District within thirty (30) days after it is authorized by the District's Board of Directors. If this agreement is not signed and returned within thirty days, it shall automatically be withdrawn and void. If thereafter a new agreement is requested, it shall incorporate the Initial Charges (connection fees) and cost estimates then in effect.*

**\*\*ALL SIGNATURES MUST BE ACKNOWLEDGED BEFORE A NOTARY PUBLIC.**

RESOLUTION NO. 24-XX  
AUTHORIZATION OF EXECUTION  
OF  
WATER SERVICE FACILITIES CONSTRUCTION AGREEMENT  
WITH  
286 VALLEJO AVENUE – WATER MAIN EXTENSION

---

BE IT RESOLVED by the Board of Directors of NORTH MARIN WATER DISTRICT that the President and Secretary of this District be and they hereby are authorized and directed for and on behalf of this District to execute that certain water service facilities construction agreement between this District and Dina Saalisi and David Saalisi, individuals, providing for the installation of water distribution facilities to provide domestic water service to that certain real property known as 286 Vallejo Avenue, Inverness Park, Marin County Assessor's Parcel Number 114-241-16, NOVATO, CALIFORNIA.

\* \* \*

I hereby certify that the foregoing is a true and complete copy of a resolution duly and regularly adopted by the Board of Directors of NORTH MARIN WATER DISTRICT at a regular meeting of said Board held on the 21st day of May, 2024, by the following vote:

AYES:  
NOES:  
ABSENT:  
ABSTAINED:

(SEAL)

---

Eileen Mulliner, Secretary  
North Marin Water District



6

## MEMORANDUM

To: Board of Directors

Date: May 21, 2024

From: Tony Williams, General Manager  
Julie Blue, Auditor-Controller

Subj: Base Salary Schedule Revision and Approval of Side Letter Agreement for Compaction Adjustments

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**RECOMMENDED ACTION:** That the Board:

- 1) Approve the updated District Salary Schedule to be effective July 1, 2024
- 2) Authorize the General Manager to sign the Side Letter Agreement with the Employee Association for the Base Salary Schedule Compaction Adjustments for Pipeline Foreman, Distribution Maintenance Foreman and Water Quality Supervisor

**FINANCIAL IMPACT:** 3.8% Base Salary Increase Effective July 1, 2024 (FY 24/25)  
FY 24/25 Salary & Benefit Cost Increase \$1,153,700

**Represented Employees**

In accordance with the Memorandum of Understanding (MOU) with the North Marin Water District Employee Association (EA), effective October 1, 2023 through June 30, 2028, as approved by the Board on January 16, 2024, employees will receive a cost of living adjustment equal to the percentage change in the CPI-U<sup>1</sup> annually on July 1. The San Francisco Bay Area All Urban Consumers Price Index (CPI-U) increased 3.8% over the twelve months ending April 30, 2024 (Attachment 1).

The following salary adjustments were also approved by the Board effective July 1, 2024 and the side letter to the MOU is included as reference (Attachment 2):

- One-time equity adjustments for a total of 32 District classifications (2 Administration, 2 Consumer Services, 4 Construction, 7 Engineering, 8 Maintenance, 5 Water Quality, 4 Operations) ranging from 1.6% to 21.2% including both equity and internal compaction adjustments.
- Certification pay as part of base pay for dual certifications for Water Treatment Plant Operators.

<sup>1</sup> Specifically, Section 24.c of the 2023-2028 MOU provides for a cost of living adjustment (COLA) equal to the percentage change in the CPI as measured by the CPI-U San Francisco Bay Area (May 1 of the previous year through April 30th of the current year), with a minimum (Floor) of 2.25% and a maximum (Ceiling) of 4.5%. The SF Bay Area All Urban Consumers Index at 04/30/24 - 351.247, 04/30/23 = 338.496 = 351.247 / 338.496 = 3.8%  
More info can be found at the below link to the US Bureau of Labor Statistics:

[https://www.bls.gov/regions/west/news-release/consumerpriceindex\\_sanfrancisco.htm](https://www.bls.gov/regions/west/news-release/consumerpriceindex_sanfrancisco.htm)

Subsequent to the ratification of the MOU, one-time equity adjustments, effective July 1, 2024 were agreed upon with the side letter agreement (Attachment 3) reached between the District and the Employee Association, signed by the EA chairperson on April 29, 2024. These adjustments are due to compaction issues and effect the Pipeline Foreman (6.8%), Distribution Maintenance Foreman (6.8%) and Water Quality Supervisor (5.3%) classifications. After reviewing the salary schedule, effective July 1, 2024, it became apparent that negotiations did not account for these important adjustments, which are necessary for equitable compensation between employees performing comparable roles within the District.

### **Unrepresented Employees**

Salaries for Unrepresented Employees, including the Assistant General Manager/Chief Engineer, Auditor-Controller, Human Resources/Safety Manager, Construction/Maintenance Superintendent, Operations/Maintenance Superintendent and Executive Assistant/District Secretary, but excluding the General Manager, are also proposed to be increased consistent with the terms of the Employee Association MOU by the same CPI-U 3.8% rate to base wages. This is consistent with the action of the Board on January 16, 2024, when the Salary and Terms and Conditions of Employment for Unrepresented employees was approved.

In addition, the updated salary schedule includes one-time equity adjustments for Unrepresented positions, as reviewed by the Board at the January 16, 2024 meeting. The adjustments include the Auditor/Controller (3.0%), Assistant General Manager/Chief Engineer (5.8%), Construction/Maintenance Superintendent (6.9%), Executive Assistant/District Secretary (2.0%), Human Resources/Safety Manager (12.0%) and Operation/Maintenance Superintendent (3.0%).

### **Summary**

The total labor cost increase includes the cost of benefits, some of which are a percentage of salary (e.g., CalPERS, Social Security, workers' compensation, etc.). The July 1 salary increase will result in a FY 24/25 labor cost increase of \$1,153,700 which is within the assumptions included in the 2024 Novato and Recycled Water Rate Study, and will be incorporated into the FY 24/25 budget. Once the attached salary schedule is approved by the Board, it will be posted on the District's website as a publicly available document.

Title 2 of the California Code of Regulations, section 570.5, requires that the pay schedule of every CalPERS agency be approved and adopted by the agency's governing body pursuant to public meeting law. The District's Salary Schedule is included as Attachment 4 for the Board's review and approval.

**RECOMMENDATION:**

That the Board:

- 1) Approve the updated District Salary Schedule to be effective July 1, 2024;
- 2) Authorize the General Manager to sign the Side Letter Agreement with the Employee Association for the Base Salary Schedule Compaction Adjustments for Pipeline Foreman, Distribution Maintenance Foreman and Water Quality Supervisor.

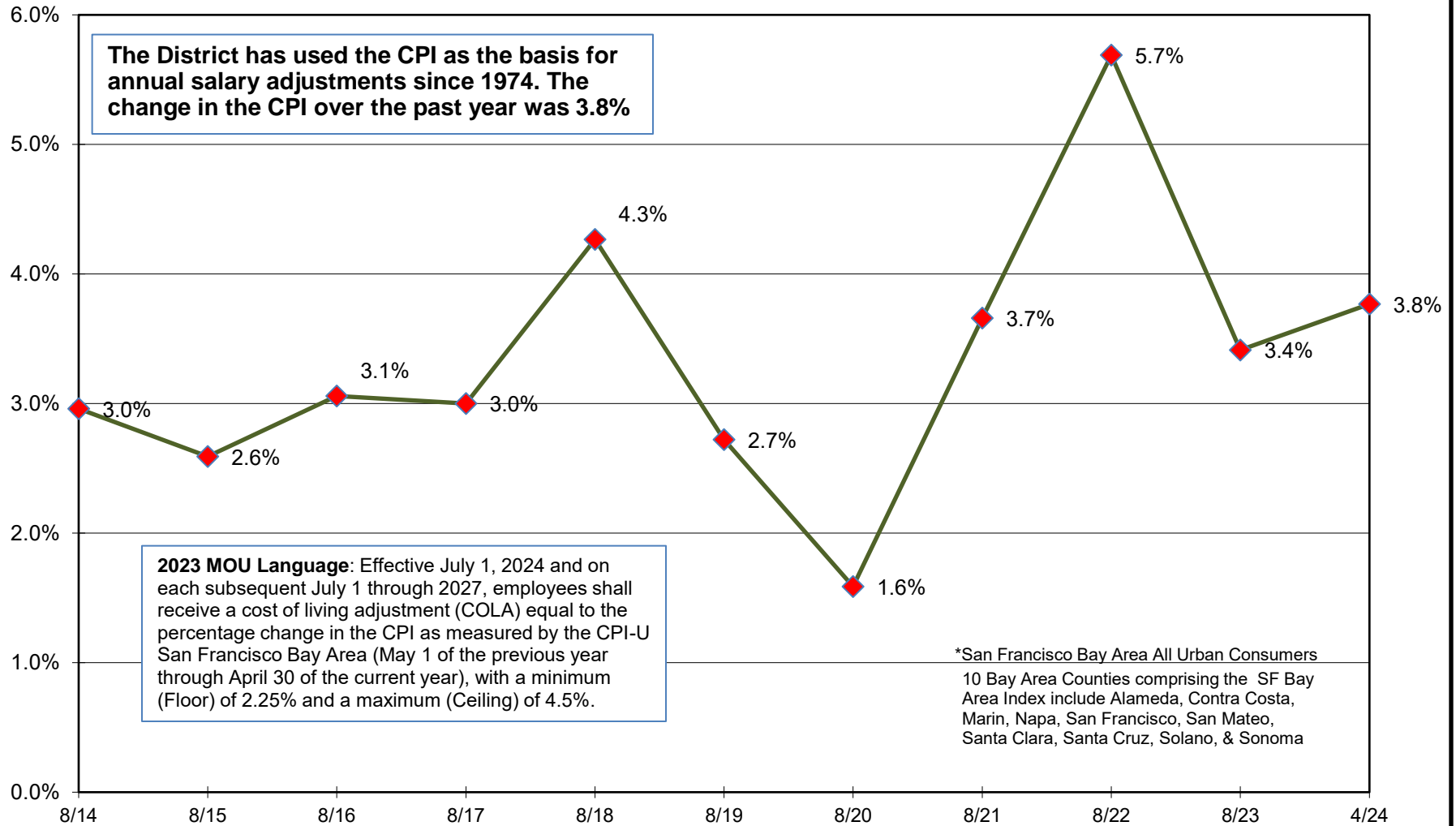
**ATTACHMENTS:**

1. CPI-U San Francisco Bay Area April 2024 Results and History
2. MOU Excerpt Side Letter Agreement for One-Time Equity Adjustments (Board approved Jan. 16, 2024)
3. Side Letter Agreement for Base Salary Schedule Compaction Adjustments
4. July 1, 2024 Salary Schedule

5/15/2024

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### Consumer Price Index\* 10 Year History Year-Over-Year Rate of Change



**SIDE LETTER AGREEMENT TO THE  
2023 – 2028 NMWD/EMPLOYEE ASSOCIATION  
MEMORANDUM OF UNDERSTANDING**

The District and the Employee Association agree to this side letter agreement as follows:

The District will grant one-time equity adjustments for the following classifications to be paid out as follows:

| <b>Position</b>              | <b>2/1/2024 Equity Adjustment</b> |
|------------------------------|-----------------------------------|
| Distrib. & TP Supervisor     | 9.8%                              |
| <b>Position</b>              | <b>7/1/2024 Equity Adjustment</b> |
| Accounting Supervisor        | 4.3%                              |
| Apprentice Elec/Mech Tech    | 9.7%                              |
| Assistant Engineer           | 5.8%                              |
| Associate Engineer           | 5.8%                              |
| Auto/Equipment Mechanic      | 7.9%                              |
| Chemist I                    | 4.8%                              |
| Chemist II                   | 4.3%                              |
| Consumer Services Supervisor | 6.5%                              |
| Cross Connection Tech I      | 8.3%                              |
| Cross Connection Tech II     | 8.3%                              |
| Elec/Mech Tech               | 9.7%                              |
| Engineering Secretary        | 7.3%                              |
| Engineering Services Rep     | 7.3%                              |
| FSR Lead                     | 2.5%                              |
| Heavy Equip. Operator        | 4.0%                              |
| Junior Engineer              | 5.8%                              |
| Lab Tech                     | 21.2%                             |
| Maintenance Supervisor       | 14.2%                             |

| <b>Position</b>                         | <b>7/1/2024 Equity Adjustment (cont.)</b> |
|---|---|
| Senior Chemist                          | 4.3%                                      |
| Senior Elec/Mech Tech                   | 9.7%                                      |
| Senior Engineer                         | 6.8%                                      |
| Storekeeper/Safety Coord.               | 2.8%                                      |
| Utility Worker I (Laborer)              | 4.3%                                      |
| Utility Worker II (Maint Asst.)         | 4.3%                                      |
| Utility Worker II (Pipe Asst.)          | 4.3%                                      |
| Utility Worker III (Pipe Worker)        | 4.3%                                      |
| Water Conservation & Communications Mgr | 6.0%                                      |
| Water Quality Supervisor                | 3.6%                                      |
| Asst Water Distrib & TP Op              | 1.6%                                      |
| Water Distrib & TP Op                   | 1.6%                                      |
| Sr. Water Distrib & TP Op               | 1.6%                                      |

- The District will update salary ranges with updated COLA and wage adjustments for all classifications.
- New Certification as part of base pay for required Dual certifications for Distribution & Treatment Plant Operators.
- The Distribution and Treatment Plant Operators have an updated salary schedule that includes, as part of base pay, the new certification pay based upon the following guidelines and becomes effective 7/1/2024.:
  - D1/ T1 - \$100 per month
  - D2 / T2 - \$200 per month
  - D3 / T3 - \$300 per month
  - D4 / T4 - \$400 per month
  - D5 / T5 - \$500 per month

This certification pay applies when both Treatment and Distribution certifications are held. When these two certifications are not at the same level the employee will be paid at the lower of the two certifications possessed.

**NMWD  
Employee  
Association**



**Side  
Letter  
Agreement**

**SIDE LETTER AGREEMENT REGARDING  
Base Salary Schedule  
Compaction Adjustments**

**DATE: May 21, 2024**

The North Marin Water District ("District") and the North Marin Water District Employee Association ("Employee Association") enter into this Side Letter Agreement and hereby agree to the following:

It is proposed that the July 1, 2024 salary schedule includes a one-time equity adjustment, due to compaction issues, derived in agreement between the District and the Employee Association for the following classifications, effective July 1, 2024: Pipeline Foreman, Distribution Maintenance Foreman (6.8%) and the Water Quality Supervisor (5.3%). After reviewing the salary schedule, effective July 1, 2024, it became apparent that negotiations did not account for these important adjustments, which are necessary for equitable compensation between employees performing comparable roles within the District.

Unless otherwise stated, the provisions of this Side Letter Agreement supersede any inconsistent or conflicting provisions of the parties' Memorandum of Understanding, effective October 1, 2023 – June 30, 2028 ("MOU"). All other provisions of the parties' MOU shall otherwise remain in full force and effect.

This Side Letter Agreement shall only become binding and effective upon the District's Board of Directors' adoption of this Side Letter Agreement, and such changes will take effect on July 1, 2024 and continuing on a prospective basis.

The parties further agree that this Side Letter Agreement shall be incorporated into the successor MOU without further meet-and-confer efforts, and it is the parties' intention that the terms of this Side Letter Agreement shall remain in force beyond the expiration of the 2023 – 2028 MOU.

The parties' signatures below signify that they have met and conferred in good faith in accordance with California Government Code Section 3500, *et seq.* Agreed to on this 21st day of May 2024, by the parties' authorized representatives.



**NMWD  
Employee  
Association**



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2023 – 2028 MOU

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**Side  
Letter  
Agreement**

For the District

For the Employee Association

\_\_\_\_\_  
Tony Williams  
General Manager

\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Jeff Corda  
Chairperson

4-29-2024  
\_\_\_\_\_  
Date

**North Marin Water District  
Employee Salary Ranges and Job Classifications - Effective 07/01/2024**

Draft for Board of Director's approval at the May 21, 2024 Board Meeting

|  | Step 1<br>Monthly /<br>Annual | Step 2<br>Monthly /<br>Annual | Step 3<br>Monthly /<br>Annual | Step 4<br>Monthly /<br>Annual | Step 5<br>Monthly /<br>Annual |
|--|-------------------------------|-------------------------------|-------------------------------|-------------------------------|-------------------------------|
| <b><u>Administration Department</u></b>  |                               |                               |                               |                               |                               |
| Receptionist/Customer Service Asst.      | 5,715<br>68,580               | 6,001<br>72,012               | 6,301<br>75,612               | 6,616<br>79,392               | 6,947<br>83,364               |
| Account/Credit Clerk II                  | 6,311<br>75,732               | 6,627<br>79,524               | 6,958<br>83,496               | 7,306<br>87,672               | 7,671<br>92,052               |
| Field Service Rep I                      | 6,358<br>76,296               | 6,676<br>80,112               | 7,010<br>84,120               | 7,361<br>88,332               | 7,729<br>92,748               |
| Field Service Rep II                     | 6,803<br>81,636               | 7,143<br>85,716               | 7,500<br>90,000               | 7,875<br>94,500               | 8,269<br>99,228               |
| Field Service Representative Lead        | 7,675<br>92,100               | 8,059<br>96,708               | 8,462<br>101,544              | 8,885<br>106,620              | 9,329<br>111,948              |
| Consumer Services Supervisor             | 9,478<br>113,736              | 9,952<br>119,424              | 10,450<br>125,400             | 10,973<br>131,676             | 11,522<br>138,264             |
| Storekeeper/Safety Coord.                | 7,224<br>86,688               | 7,585<br>91,020               | 7,964<br>95,568               | 8,362<br>100,344              | 8,780<br>105,360              |
| Executive Assistant/District Secretary   | 9,887<br>118,644              | 10,381<br>124,572             | 10,900<br>130,800             | 11,445<br>137,340             | 12,017<br>144,204             |
| HR/Safety Manager                        | 11,006<br>132,072             | 11,556<br>138,672             | 12,134<br>145,608             | 12,741<br>152,892             | 13,378<br>160,536             |
| Accounting Clerk II                      | 6,311<br>75,732               | 6,627<br>79,524               | 6,958<br>83,496               | 7,306<br>87,672               | 7,671<br>92,052               |
| Staff Accountant                         | 8,131<br>97,572               | 8,538<br>102,456              | 8,965<br>107,580              | 9,413<br>112,956              | 9,884<br>118,608              |
| Senior Accountant                        | 9,312<br>111,744              | 9,778<br>117,336              | 10,267<br>123,204             | 10,780<br>129,360             | 11,319<br>135,828             |
| Accounting Supervisor                    | 10,444<br>125,328             | 10,966<br>131,592             | 11,514<br>138,168             | 12,090<br>145,080             | 12,695<br>152,340             |
| Auditor-Controller                       | 15,868<br>190,416             | 16,661<br>199,932             | 17,494<br>209,928             | 18,369<br>220,428             | 19,287<br>231,444             |
| Water Conservation & Communications Mgr  | 11,774<br>141,288             | 12,363<br>148,356             | 12,981<br>155,772             | 13,630<br>163,560             | 14,312<br>171,744             |
| General Manager                          |                               |                               | 22,955<br>275,456             |                               |                               |
| <b><u>Engineering Department</u></b>     |                               |                               |                               |                               |                               |
| Engineering Administrative Assistant     | 7,032<br>84,384               | 7,384<br>88,608               | 7,753<br>93,036               | 8,141<br>97,692               | 8,548<br>102,576              |
| Engineering Services Rep                 | 7,695<br>92,340               | 8,080<br>96,960               | 8,484<br>101,808              | 8,908<br>106,896              | 9,353<br>112,236              |
| Engineering Technician IV                | 8,557<br>102,684              | 8,985<br>107,820              | 9,434<br>113,208              | 9,906<br>118,872              | 10,401<br>124,812             |
| Engineering Assistant                    | 9,433<br>113,196              | 9,905<br>118,860              | 10,400<br>124,800             | 10,920<br>131,040             | 11,466<br>137,592             |
| Junior Engineer                          | 9,433<br>113,196              | 9,905<br>118,860              | 10,400<br>124,800             | 10,920<br>131,040             | 11,466<br>137,592             |
| Assistant Engineer                       | 10,312<br>123,744             | 10,828<br>129,936             | 11,369<br>136,428             | 11,937<br>143,244             | 12,534<br>150,408             |
| Associate Engineer                       | 12,124<br>145,488             | 12,730<br>152,760             | 13,367<br>160,404             | 14,035<br>168,420             | 14,737<br>176,844             |
| Senior Engineer                          | 13,457<br>161,484             | 14,130<br>169,560             | 14,837<br>178,044             | 15,579<br>186,948             | 16,358<br>196,296             |
| Assistant General Manager/Chief Engineer | 17,183<br>206,196             | 18,042<br>216,504             | 18,944<br>227,328             | 19,891<br>238,692             | 20,886<br>250,632             |

**North Marin Water District**  
**Employee Salary Ranges and Job Classifications - Effective 07/01/2024**

Draft for Board of Director's approval at the May 21, 2024 Board Meeting

|   | Step 1<br>Monthly /<br>Annual | Step 2<br>Monthly /<br>Annual | Step 3<br>Monthly /<br>Annual | Step 4<br>Monthly /<br>Annual | Step 5<br>Monthly /<br>Annual |
|---|-------------------------------|-------------------------------|-------------------------------|-------------------------------|-------------------------------|
| <b><u>Construction Department</u></b>   |                               |                               |                               |                               |                               |
| Utility Worker I                        | 5,896<br>70,752               | 6,191<br>74,292               | 6,501<br>78,012               | 6,826<br>81,912               | 7,167<br>86,004               |
| Utility Worker II                       | 6,325<br>75,900               | 6,641<br>79,692               | 6,973<br>83,676               | 7,322<br>87,864               | 7,688<br>92,256               |
| Utility Worker III                      | 7,326<br>87,912               | 7,692<br>92,304               | 8,077<br>96,924               | 8,481<br>101,772              | 8,905<br>106,860              |
| Heavy Equipment Operator                | 7,584<br>91,008               | 7,963<br>95,556               | 8,361<br>100,332              | 8,779<br>105,348              | 9,218<br>110,616              |
| Distribution/Maintenance Foreman        | 9,099<br>109,188              | 9,554<br>114,648              | 10,032<br>120,384             | 10,534<br>126,408             | 11,061<br>132,732             |
| Pipeline Foreman                        | 9,099<br>109,188              | 9,554<br>114,648              | 10,032<br>120,384             | 10,534<br>126,408             | 11,061<br>132,732             |
| Construction/Maintenance Superintendent | 12,580<br>150,960             | 13,209<br>158,508             | 13,869<br>166,428             | 14,562<br>174,744             | 15,290<br>183,480             |

|                                     | Step 1<br>Monthly /<br>Annual | Step 2<br>Monthly /<br>Annual | Step 3<br>Monthly /<br>Annual | Step 4<br>Monthly /<br>Annual | Step 5<br>Monthly /<br>Annual |
|-------------------------------------|-------------------------------|-------------------------------|-------------------------------|-------------------------------|-------------------------------|
| <b><u>Operations Department</u></b> |                               |                               |                               |                               |                               |
| Utility Worker I                    | 5,896<br>70,752               | 6,191<br>74,292               | 6,501<br>78,012               | 6,826<br>81,912               | 7,167<br>86,004               |
| Utility Worker II                   | 6,325<br>75,900               | 6,641<br>79,692               | 6,973<br>83,676               | 7,322<br>87,864               | 7,688<br>92,256               |
| Program Assistant I                 | 5,768<br>69,216               | 6,056<br>72,672               | 6,359<br>76,308               | 6,677<br>80,124               | 7,011<br>84,132               |
| Program Assistant II                | 7,011<br>84,132               | 7,362<br>88,344               | 7,730<br>92,760               | 8,117<br>97,404               | 8,523<br>102,276              |
| Program Assistant III               | 7,711<br>92,532               | 8,097<br>97,164               | 8,502<br>102,024              | 8,927<br>107,124              | 9,373<br>112,476              |
| Cross Connection Tech I             | 6,681<br>80,172               | 7,015<br>84,180               | 7,366<br>88,392               | 7,734<br>92,808               | 8,121<br>97,452               |
| Cross Connection Tech II            | 8,121<br>97,452               | 8,527<br>102,324              | 8,953<br>107,436              | 9,401<br>112,812              | 9,871<br>118,452              |
| Auto/Equipment Mechanic             | 7,570<br>90,840               | 7,949<br>95,388               | 8,346<br>100,152              | 8,763<br>105,156              | 9,201<br>110,412              |
| Apprentice Elec/Mech Tech           | 7,380<br>88,560               | 7,749<br>92,988               | 8,136<br>97,632               | 8,543<br>102,516              | 8,970<br>107,640              |
| Electrical/Mechanical Tech          | 8,661<br>103,932              | 9,094<br>109,128              | 9,549<br>114,588              | 10,026<br>120,312             | 10,527<br>126,324             |
| Senior Elec/Mech Tech               | 9,384<br>112,608              | 9,853<br>118,236              | 10,346<br>124,152             | 10,863<br>130,356             | 11,406<br>136,872             |
| Maintenance Supervisor              | 11,324<br>135,888             | 11,890<br>142,680             | 12,485<br>149,820             | 13,109<br>157,308             | 13,764<br>165,168             |
| Laboratory Technician               | 6,746<br>80,952               | 7,083<br>84,996               | 7,437<br>89,244               | 7,809<br>93,708               | 8,199<br>98,388               |
| Chemist I                           | 8,043<br>96,516               | 8,445<br>101,340              | 8,867<br>106,404              | 9,310<br>111,720              | 9,776<br>117,312              |
| Chemist II                          | 9,536<br>114,432              | 10,013<br>120,156             | 10,514<br>126,168             | 11,040<br>132,480             | 11,592<br>139,104             |
| Senior Chemist                      | 10,436<br>125,232             | 10,958<br>131,496             | 11,506<br>138,072             | 12,081<br>144,972             | 12,685<br>152,220             |
| Water Quality Supervisor            | 12,736<br>152,832             | 13,373<br>160,476             | 14,042<br>168,504             | 14,744<br>176,928             | 15,481<br>185,772             |

**North Marin Water District  
Employee Salary Ranges and Job Classifications - Effective 07/01/2024**

Draft for Board of Director's approval at the May 21, 2024 Board Meeting

|                                       | Step 1<br>Monthly /<br>Annual | Step 2<br>Monthly /<br>Annual | Step 3<br>Monthly /<br>Annual | Step 4<br>Monthly /<br>Annual | Step 5<br>Monthly /<br>Annual |
|---------------------------------------|-------------------------------|-------------------------------|-------------------------------|-------------------------------|-------------------------------|
| <b>Operations Department (cont.)</b>  |                               |                               |                               |                               |                               |
| Asst Water Distrib & TP Op - Tier 1 * | 7,298<br>87,576               | 7,658<br>91,896               | 8,036<br>96,432               | 8,433<br>101,196              | 8,850<br>106,200              |
| Asst Water Distrib & TP Op - Tier 2 * | 7,398<br>88,776               | 7,758<br>93,096               | 8,136<br>97,632               | 8,533<br>102,396              | 8,950<br>107,400              |
| Asst Water Distrib & TP Op - Tier 3 * | 7,498<br>89,976               | 7,858<br>94,296               | 8,236<br>98,832               | 8,633<br>103,596              | 9,050<br>108,600              |
| Water Distrib & TP Op - Tier 2 *      | 9,162<br>109,944              | 9,610<br>115,320              | 10,081<br>120,972             | 10,575<br>126,900             | 11,094<br>133,128             |
| Water Distrib & TP Op - Tier 3 *      | 9,262<br>111,144              | 9,710<br>116,520              | 10,181<br>122,172             | 10,675<br>128,100             | 11,194<br>134,328             |
| Water Distrib & TP Op - Tier 4 *      | 9,362<br>112,344              | 9,810<br>117,720              | 10,281<br>123,372             | 10,775<br>129,300             | 11,294<br>135,528             |
| Sr. Water Distrib & TP Op - Tier 3 *  | 10,274<br>123,288             | 10,773<br>129,276             | 11,297<br>135,564             | 11,847<br>142,164             | 12,424<br>149,088             |
| Sr. Water Distrib & TP Op - Tier 4 *  | 10,374<br>124,488             | 10,873<br>130,476             | 11,397<br>136,764             | 11,947<br>143,364             | 12,524<br>150,288             |
| Sr. Water Distrib & TP Op - Tier 5 *  | 10,474<br>125,688             | 10,973<br>131,676             | 11,497<br>137,964             | 12,047<br>144,564             | 12,624<br>151,488             |
| Distrib & TP Supervisor - Tier 3 *    | 13,346<br>160,152             | 13,998<br>167,976             | 14,683<br>176,196             | 15,402<br>184,824             | 16,157<br>193,884             |
| Distrib & TP Supervisor - Tier 4 *    | 13,446<br>161,352             | 14,098<br>169,176             | 14,783<br>177,396             | 15,502<br>186,024             | 16,257<br>195,084             |
| Distrib & TP Supervisor - Tier 5 *    | 13,546<br>162,552             | 14,198<br>170,376             | 14,883<br>178,596             | 15,602<br>187,224             | 16,357<br>196,284             |
| Operations/Maintenance Superintendent | 14,659<br>175,908             | 15,392<br>184,704             | 16,162<br>193,944             | 16,970<br>203,640             | 17,819<br>213,828             |

\* Treatment Operators Tiers 1-5 schedules are based on certifications held by Stafford Treatment Plant Operators issued by the State Water Resources Control Board. The certification tiers are outlined below:


Tier 1 = Distribution (D)1/ Transmission (T)1 -\$100 per month, Tier 2 = D2/T2 -\$200 per month,  
Tier 3 = D3 /T3-\$300per month, Tier 4 = D4/T4-\$400per month & Tier 5 = D5/T5 -\$500 per month  
The employee will be paid at the lower of the two certifications held.

**7**

**MEMORANDUM**

To: Board of Directors

May 21, 2024

From: Tony Williams, General Manager 

Subject: Marin Local Agency Formation Commission 2024 Municipal Service Review Draft Study

T:\GMBOD Memos 2024\5-21-24 Meeting\LAFCo\5-21-24 BOD memo LAFCo MSR.doc

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

As previously noted at recent Board meetings during various General Manager's reports, the Marin Local Agency Formation Commission (LAFCo) has been conducting a "Municipal Service Review (MSR)" of various local agencies, including the services provided by the North Marin Water District (District). This effort began in late October 2023 with a request from LAFCo staff for data and information regarding the District's water supply sources, distribution and treatment systems, and other financial and related documents. A copy of the LAFCo questionnaire and District responses is provide as Attachment 1.

LAFCo has released a public draft of their "Municipal Service Review Multi-Regional Services Study" for comments through June 28, 2024. The study focuses on five Marin County local agencies only: North Marin Water District, Marin Municipal Water District, Marin County Open Space District, Marin County Service Area #31, and Marin Healthcare District. A copy of the draft report containing only the relevant District sections is provided as Attachment 2. The draft report will be presented to the LAFCo Board at their regular June 13<sup>th</sup> Meeting. A copy of the full draft report (78 pages) is also available on LAFCo's website through June 28, 2024 at: <https://www.marinlafco.org/files/e1db052a5/Multi-Regional+MSR+PUBLIC+DRAFT+R.pdf>

Staff plans to review the draft report and provide comments to LAFCo, if necessary. There are two "Determinations" included in the draft report related to services, governmental structure and operational efficiencies that are directly related to the District (see pages 16 and 17 of Attachment 2). In general, staff supports these draft determinations but welcomes any feedback from the Board. These are determinations are provided below for convenience:

- *In the late 1970s through the 1980s, the North Marin Water District initiated LAFCo-approved outside service area agreements for approximately 33 parcels outside of the District's boundary in southern Sonoma County. The parcels reside within the Sonoma County planning area known as the Petaluma Dairy Belt Area. Rather than continuing in perpetuity with the outside service agreements, representatives from Marin LAFCo, Sonoma LAFCo, North Marin Water District, and the City of Petaluma should convene in order to explore the transfer of these parcels for future service.*

- *North Marin Water District's existing jurisdictional boundary entirely overlaps the jurisdictional boundary of the Inverness Public Utilities District. This overlap merits correction as the Commission discourages two agencies providing the same service to have overlapping boundaries. Additionally, NMWD does not provide service within IPUD's boundary, nor does it plan to in the future. Representatives from NMWD, Marin LAFCo, and IPUD should convene to explore an efficient, organized, and well-communicated manner in which to detach the parcels within the jurisdictional boundary of IPUD from NMWD.*

ATTACHMENT

1. LAFCo Questionnaire and North Marin Water District Responses 2023
2. LAFCo MSR Draft Study (excerpt – NMWD sections only) May 2024

**LOCAL AGENCY FORMATION COMMISSION OF MARIN COUNTY**  
 1401 Los Gamos Drive, Suite 220, San Rafael, California 94903  
 (415) 448-5877 | [www.marinlafco.org](http://www.marinlafco.org)

**Multi-Regional Services Municipal Service Review  
 2023-2024  
 Water Agency Questionnaire**

**I. GENERAL INFORMATION**

|  |                                   |                |                |                |                |
|--|-----------------------------------|----------------|----------------|----------------|----------------|
| 1. Agency Name:  | North Marin Water District        |                |                |                |                |
| 2. Formation Date:   | April 21, 1948                    |                |                |                |                |
| 3. Contact Name and Title:                                 | Anthony Williams, General Manager |                |                |                |                |
| 4. Full-Time Equivalent Employees:                         | 54                                | 54             | 54             | 54             | 55             |
|  | <i>2018-19</i>                    | <i>2019-20</i> | <i>2020-21</i> | <i>2021-22</i> | <i>2022-23</i> |
| 5. Adopted Operating Budget                                | \$21,187,000                      | \$20,868,000   | \$21,598,000   | \$22,559,000   | \$23,093,000   |
|  | <i>2018-19</i>                    | <i>2019-20</i> | <i>2020-21</i> | <i>2021-22</i> | <i>2022-23</i> |
| 6. Undesignated/Unreserved Fund Balance (year-end amounts) | \$2,018,111                       | \$1,963,497    | \$3,448,272    | \$5,925,380    | \$3,114,441    |
|  | <i>2018-19</i>                    | <i>2019-20</i> | <i>2020-21</i> | <i>2021-22</i> | <i>2022-23</i> |

**II. POTABLE: WATER SOURCE**

|  |                            |                           |                             |
|--|----------------------------|---------------------------|-----------------------------|
| 1. Surface Water Source(s):                | Stafford Lake              | 1,433 MG                  | 686 MG                      |
|  | <i>Name</i>                | <i>Annual Entitlement</i> | <i>Normal Year Delivery</i> |
| (b).....                                   | Purchased Water from SCWA* | 4,594.5 MG                | 1,919 MG                    |
|  | <i>Name</i>                | <i>Annual Entitlement</i> | <i>Normal Year Delivery</i> |
| 2. Groundwater Source(s):                  | Coast Guard #2             | Lagunitas Ck/60'          | 320 gpm                     |
|  | <i>Well Name</i>           | <i>Location / Depth</i>   | <i>Pumping Capacity</i>     |
| (b).....                                   | Coast Guard #4 (2013)      | Lagunitas Ck/60'          | 350 gpm                     |
|  | <i>Well Name</i>           | <i>Location / Depth</i>   | <i>Pumping Capacity</i>     |
| (c).....                                   | Gallagher No. 1 (1993)     | Lagunitas Ck/50'          | 120 gpm                     |
|  | <i>Well Name</i>           | <i>Location / Depth</i>   | <i>Pumping Capacity</i>     |
|  | Gallagher No. 2 (2022)     | Lagunitas Ck/50'          | 150 gpm                     |
|  | <i>Well Name</i>           | <i>Location / Depth</i>   | <i>Pumping Capacity</i>     |
| 3. Total Annual Yields: (combined amounts) | 2,680.6 MG                 | 2,353.2 MG                | 2,114.5 MG                  |
|  | <i>Normal Year</i>         | <i>Single-Dry Year</i>    | <i>Multiple Dry Years</i>   |

*please use additional sheets if necessary...*

**Notes:**

\*SCWA = Sonoma County Water Agency;

Surface Water sources are for the Novato Potable Water System only; Groundwater sources are for the West Marin Water System only.

Stafford Lake "entitlement" shown is total "collection to storage" per existing water rights.

**III. POTABLE: WATER TREATMENT**

|                          |                             |              |                       |                     |                            |
|--------------------------|-----------------------------|--------------|-----------------------|---------------------|----------------------------|
| 1. Treatment Facilities: | Stafford Treatment Plant    | 2006*        | Stafford Lake         | 5 MGD               | 225,000 gal                |
|                          | <i>Name</i>                 | <i>Built</i> | <i>Source Treated</i> | <i>Day Capacity</i> | <i>Clearwell Tank Size</i> |
| (b) .....                | Point Reyes Treatment Plant | 1972         | Wells (see above)     | 1 MGD               | n/a                        |
|                          | <i>Name</i>                 | <i>Built</i> | <i>Source Treated</i> | <i>Day Capacity</i> | <i>Clearwell Tank Size</i> |

\*Rehabilitation in 2006 of the original treatment plant from 1950s.

*please use additional sheets if necessary...*



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#### IV. POTABLE: WATER DISTRIBUTION SYSTEM (NOVATO WATER SYSTEM)

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1. Identify the number and general locations of all pressure zones underlying the distribution system:

There is a total of 4 main pressure zones in the Novato system; Zone 1 being the lowest in elevation and progressively increasing by elevation to Zone 4. There are also seven isolated hydropneumatic pressure system at various locations within the system that are fed from the main system due to unique topography or hydraulic constraints. There is also an “aqueduct zone” where customers are fed directly from our transmission line that delivers SCWA water from Petaluma to north Novato. The water rates are based on 3 pressure zones: A 0-60 feet; B 60-200 feet and C >200 feet. There are 2 raw water customers that have connections directly to Stafford Lake for irrigation (County of Marin and Indian Valley Golf Course)

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2. Identify the number and general location of any pump facilities within the distribution system:

There are 25 pump stations throughout the Novato system. Six are located in Zone 1; 13 in Zone 2; and 4 in Zone 3. There are two pump stations within the aqueduct zone.

---

3. Identify any areas in distribution system that experience low pressure due to topography or other specified reasons:

In very limited and isolated areas of Zone 1 (the lowest elevation zone) as well as within certain locations in the aqueduct zone there are some low pressure (LP) connections but not generally widespread, with the exception of the Half Moon Road (12 LP services) due to local storage tank elevation.

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4. Identify the approximate date range of the distribution system (i.e., 1920s to 2000s):

1950s to 2000s. Each year, additions of or replacements to the distribution system are performed under the Capital Improvement Program (CIP).

---

5. Identify any areas overlaying the existing distribution system that are located beyond the agency’s jurisdictional boundary:

NMWD currently serves approximately 30 customers in Sonoma County along the Highway 101 corridor as well as on South Petaluma Blvd that are outside of the jurisdictional boundary.

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6. Identify any areas within the agency’s jurisdictional boundary that lie beyond the agency’s distribution system:

The majority of the parcels in the western and northern edges of the boundary are beyond the distribution system. These parcels mostly zoned agricultural or conservation land use.

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#### IV.A. POTABLE: WATER DISTRIBUTION SYSTEM (WEST MARIN WATER)

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1. Identify the number and general locations of all pressure zones underlying the distribution system:

The West Marin System has 5 pressure zones, one of which has 3 sub-zones. The zones are geographically separated as: Point Reyes Station; Bear Valley; Inverness Park; Paradise Ranch Estates ((PRE), has 3 subzones); and Olema. The water rates generally match these zone descriptions although PRE only has a lower (0 - 365 feet) and an upper zone rate (>365 feet).

---

2. Identify the number and general location of any pump facilities within the distribution system:

There are 6 pump stations that serve the Olema, Bear Valley, Inverness Park and PRE zones (2). The well pumps provide pressure for the Pt Reyes Station zone.

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3. Identify any areas in distribution system that experience low pressure due to topography or other specified reasons:

There are only a few isolated active services that experience low pressure.

---

4. Identify the approximate date range of the distribution system (i.e., 1920s to 2000s):

1970s to 2000s. Note that NMWD acquired several private water companies in the 1970s and essentially the majority of older distribution pipes (installed by the prior owner) have been replaced.

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5. Identify any areas overlaying the existing distribution system that are located beyond the agency’s jurisdictional boundary:

Highway 1 north of Point Reyes Station– see **October 2017 LAFCo NMWD SOI report**

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6. Identify any areas within the agency’s jurisdictional boundary that lie beyond the agency’s distribution system:  
 The entirety of the Inverness Public Utilities District (IPUD) is beyond NMWD’s distribution system. All of the parcels south of IPUD and north of the NMWD PRE system (~Inverness Way to ~Drake’s View) are beyond the distribution system with the exception of an intertie mainline in Sir Francis Drake Blvd and individual services connected to that main. All of the Marshall Area that is within the NMWD boundary but has no infrastructure or facilities at all (water or sewer).

**V. POTABLE: WATER STORAGE**

|                        |                     |              |                 |                 |                     |
|------------------------|---------------------|--------------|-----------------|-----------------|---------------------|
| 1. Storage Facilities: | <b>See attached</b> |              |                 |                 |                     |
|                        | <i>Name</i>         | <i>Built</i> | <i>Material</i> | <i>Capacity</i> | <i>Service Zone</i> |

*please use additional sheets if necessary...*

**See attached tables**

**VI. POTABLE: WATER USERS (NOVATO WATER)**

|  |                    |                     |                   |                   |                  |
|--|--------------------|---------------------|-------------------|-------------------|------------------|
| 1. Total Number of Service Connections:  | 20,752             | 20,772              | 20,808            | 20,982            | 20,853           |
|  | <i>2018-19</i>     | <i>2019-20</i>      | <i>2020-21</i>    | <i>2021-22</i>    | <i>2022-23</i>   |
| 2. Current Service Connection Breakdown: | 19,018             | 2                   | 1,523             | -                 | 387              |
|  | <i>Residential</i> | <i>Agricultural</i> | <i>Commercial</i> | <i>Industrial</i> | <i>Other</i>     |
| 3. Total Number of Outside Connections:  | 31                 | 31                  | 31                | 30                | 31               |
|  | <i>2018-19</i>     | <i>2019-20</i>      | <i>2020-21</i>    | <i>2021-22</i>    | <i>2022-23</i>   |
| 4. Breakdown of Connections by Zone      | 9,227              | 9,608               | 1,628             | 2                 |                  |
|  | <i>Zone A</i>      | <i>Zone B</i>       | <i>Zone C</i>     | <i>Zone "Raw"</i> | <i>Zone ____</i> |
| 5. Total Metered Water Demand:           | 2,429.9 MG         | 2,604.4 MG          | 2,591.4 MG        | 2,057.0 MG        | 1,961.6 MG       |
|  | <i>2018-19</i>     | <i>2019-20</i>      | <i>2020-21</i>    | <i>2021-22</i>    | <i>2022-23</i>   |
| 6. Peak Day Water Demand:                | 16.05 MG           | 18.13 MG            | 13.76 MG          | 9.88 MG           | 11.31 MG         |
|  | <i>2018-19</i>     | <i>2019-20</i>      | <i>2020-21</i>    | <i>2021-22</i>    | <i>2022-23</i>   |
| 7. Date of Peak Day Water Demand:        | 8-4-2018           | 8-17-19             | 7-20-20           | 7-8-21            | 8-26-22          |
|  | <i>2018-19</i>     | <i>2019-20</i>      | <i>2020-21</i>    | <i>2021-22</i>    | <i>2022-23</i>   |

*please use additional sheets if necessary...*

**VI. POTABLE: WATER USERS (WEST MARIN WATER)**

|  |                    |                     |                   |                   |                  |
|--|--------------------|---------------------|-------------------|-------------------|------------------|
| 1. Total Number of Service Connections:  | 791                | 791                 | 794               | 799               | 800              |
|  | <i>2018-19</i>     | <i>2019-20</i>      | <i>2020-21</i>    | <i>2021-22</i>    | <i>2022-23</i>   |
| 2. Current Service Connection Breakdown: | 701                | -                   | 95                | -                 | 1                |
|  | <i>Residential</i> | <i>Agricultural</i> | <i>Commercial</i> | <i>Industrial</i> | <i>Other</i>     |
| 3. Total Number of Outside Connections:  | 9                  | 9                   | 9                 | 9                 | 9                |
|  | <i>2018-19</i>     | <i>2019-20</i>      | <i>2020-21</i>    | <i>2021-22</i>    | <i>2022-23</i>   |
| 4. Breakdown of Connections by Zone      | 344                | 206                 | 27                | 115               |                  |
|  | <i>Zone 1</i>      | <i>Zone 2</i>       | <i>Zone 3</i>     | <i>Zone 4</i>     | <i>Zone ____</i> |
| 5. Total Metered Water Demand:           | 81.1 MG            | 76.2 MG             | 74.4 MG           | 57.5 MG           | 60 MG            |
|  | <i>2018-19</i>     | <i>2019-20</i>      | <i>2020-21</i>    | <i>2021-22</i>    | <i>2022-23</i>   |
| 6. Peak Day Water Demand:                | 290,410 gal        | 411,860 gal         | 231,970 gal       | 182,080 gal       | 242,620 gal      |
|  | <i>2018-19</i>     | <i>2019-20</i>      | <i>2020-21</i>    | <i>2021-22</i>    | <i>2022-23</i>   |
| 7. Date of Peak Day Water Demand:        | 8-10-2018          | 7-21-2019           | 7-3-2020          | 7-20-21           | 7-26-22          |
|  | <i>2018-19</i>     | <i>2019-20</i>      | <i>2020-21</i>    | <i>2021-22</i>    | <i>2022-23</i>   |

*please use additional sheets if necessary...*

**VII. RECYCLED: WATER SOURCE**

|               |                                |  |  |  |  |  |
|---------------|--------------------------------|--|--|--|--|--|
| 1. Source(s): | Novato Sanitary Dist.          | 158.1 MG                                 | 176 MG                                   | 216.5 MG                                 | 197 MG                                   | 157.8 MG                                 |
|               | <i>Name of Source Provider</i> | <i>2018-19 Total Wastewater Received</i> | <i>2019-20 Total Wastewater Received</i> | <i>2020-21 Total Wastewater Received</i> | <i>2021-22 Total Wastewater Received</i> | <i>2022-23 Total Wastewater Received</i> |

MARIN LAFCO

|          |                                       |  |  |  |  |  |
|----------|---------------------------------------|--|--|--|--|--|
| (b)..... | Las Gallinas Valley Sanitary District | 28.8 MG                                  | 47 MG                                    | 40.4 MG                                  | 49.2 MG                                  | 43.2 MG                                  |
| .....    | <i>Name of Source Provider</i>        | <i>2018-19 Total Wastewater Received</i> | <i>2019-20 Total Wastewater Received</i> | <i>2020-21 Total Wastewater Received</i> | <i>2021-22 Total Wastewater Received</i> | <i>2022-23 Total Wastewater Received</i> |
| (c)..... | North Marin Water District            | 4 MG                                     | 6.4 MG                                   | 9 MG                                     | 6 MG                                     | 0 MG                                     |
| .....    | <i>Name of Source Provider</i>        | <i>2018-19 Total Wastewater Received</i> | <i>2019-20 Total Wastewater Received</i> | <i>2020-21 Total Wastewater Received</i> | <i>2021-22 Total Wastewater Received</i> | <i>2022-23 Total Wastewater Received</i> |

please use additional sheets if necessary...

**VIII. RECYCLED: WATER TREATMENT\***

|                          |                        |              |                       |                     |                       |
|--------------------------|------------------------|--------------|-----------------------|---------------------|-----------------------|
| 1. Treatment Facilities: | Deer Island RWF (NMWD) | 2007         | Tertiary RW           | 0.5 MGD             | 0                     |
|                          | <i>Name</i>            | <i>Built</i> | <i>Treatment Type</i> | <i>Day Capacity</i> | <i>Onsite Storage</i> |
| (b) .....                | <i>Name</i>            | <i>Built</i> | <i>Treatment Type</i> | <i>Day Capacity</i> | <i>Onsite Storage</i> |
| (c) .....                | <i>Name</i>            | <i>Built</i> | <i>Treatment Type</i> | <i>Day Capacity</i> | <i>Onsite Storage</i> |

\*For information on the treatment facilities owned by NSD and LGVSD see those agencies.

please use additional sheets if necessary...

**IX. RECYCLED: WATER DISTRIBUTION SYSTEM**

- Identify the number and general locations of all pressure zones underlying the distribution system:  
The recycled water system consists of two distinct distribution systems: The North/Central that is supplied by the Novato Sanitary District; and the South, supplied by the Las Gallinas Valley Sanitary District. The NMWD Deer Island facility can also supply the “North” portion of the North/Central system.
- Identify the number and general location of any pump facilities within the distribution system:  
Each recycled water source (NSD, LGVSD, NMWD DIRWF) has pumps that pressurize the system. There is one booster pump station in the South system located in the Hamilton area.
- Identify any areas in distribution system that experience low pressure due to topography or other specified reasons:  
There are no low pressure issues.
- What year did the agency begin providing recycled water service?  
2007
- Identify any areas overlaying the existing distribution system that extend beyond the agency’s jurisdictional boundary:  
None. Recycled water is only available in select portions of the Novato Water System boundary.
- Identify any areas within the agency’s jurisdictional boundary that lie outside beyond the agency’s distribution system:  
The majority of the western and northern portions of the Novato Water boundary; all of the West Marin boundaries.

**X. RECYCLED: WATER STORAGE**

|                       |             |              |                 |                 |                     |
|-----------------------|-------------|--------------|-----------------|-----------------|---------------------|
| 1. Storage Facilities |             |              |                 |                 |                     |
|                       | <i>Name</i> | <i>Built</i> | <i>Material</i> | <i>Capacity</i> | <i>Service Zone</i> |

please use additional sheets if necessary...

See attached tables

**XI. RECYCLED: WATER USERS**

|   |                |                |                |                |                |
|---|----------------|----------------|----------------|----------------|----------------|
| 1. Total Number of Service Connections: | 95             | 96             | 99             | 101            | 102            |
|   | <i>2018-19</i> | <i>2019-20</i> | <i>2020-21</i> | <i>2021-22</i> | <i>2022-23</i> |
| 2. Total Number of Outside Connections: | 0              | 0              | 0              | 0              | 0              |
|   | <i>2018-19</i> | <i>2019-20</i> | <i>2020-21</i> | <i>2021-22</i> | <i>2022-23</i> |
| 3. Total Metered Water Demand:          | 191 MG         | 228.7          | 256.7          | 252.3          | 201.1          |
|   | <i>2018-19</i> | <i>2019-20</i> | <i>2020-21</i> | <i>2021-22</i> | <i>2022-23</i> |

**XII. DOCUMENT REQUESTS**

1. Adopted Agency Operating Budgets for Last Five Fiscal Years
  - a. <https://nmwd.com/about/documents/>
2. Completed Annual Audit/Financial Reports for Last Five Fiscal Years
  - a. <https://nmwd.com/about/documents/>
3. Current Rate Schedules (Potable and Recycled)
  - a. <https://nmwd.com/wp-content/uploads/2023/07/Reg-54-final-6.2023-1.pdf>
4. Adopted Water Conservation Policies (Potable Only)
  - a. <https://nmwd.com/wp-content/uploads/2020/04/Reg-15-1.pdf>
  - b. <https://nmwd.com/wp-content/uploads/2020/04/Reg-17-1.pdf>
5. Urban Water Management Plans (Potable Only / If Applicable)
  - a. [https://nmwd.com/wp-content/uploads/2021/07/NMWD-UWMP-2020\\_without\\_appendices.pdf](https://nmwd.com/wp-content/uploads/2021/07/NMWD-UWMP-2020_without_appendices.pdf)
6. Capital Improvement Plan
  - a. <https://nmwd.com/wp-content/uploads/2023/06/Budget-Final-FY-23.24.pdf> (see page 32 of 35 of pdf)

\* *Web links to documentation are preferred but emailed document attachments are fine as well.*

## NMWD STORAGE FACILITIES

## NOVATO SERVICE AREA STORAGE FACILITIES

### POTABLE SYSTEM

|    | Zone | Storage Tanks                | Capacity<br>(gallons) | Overflow<br>Depth (ft) | Elevation    |              | Inside<br>Diameter (ft) | Gal Per Ft.    | Type of<br>Construction | Year<br>Built |
|----|------|------------------------------|-----------------------|------------------------|--------------|--------------|-------------------------|----------------|-------------------------|---------------|
|    |      |                              |                       |                        | Bottom       | Overflow     |                         |                |                         |               |
| 1  | 1    | Lynwood 1                    | 500,000               | 30.4                   | 132.7        | 163.1        | 53.0                    | 16,502         | Welded Steel            | 1958          |
| 2  | 1    | Lynwood 2                    | 850,000               | 33.4                   | 131.0        | 164.4        | 66.0                    | 25,591         | Welded Steel            | 1963          |
| 3  | 1    | Norman                       | 500,000               | 33.8                   | 123.0        | 156.8        | 50.0                    | 14,687         | Welded Steel            | 1951          |
| 4  | 1    | Atherton                     | 5,000,000             | 31.5                   | 133.0        | 164.5        | 164.0                   | 158,780        | Welded Steel            | 1973          |
| 5  | 1    | Amaroli Tank                 | 4,500,000             | 30.0                   | 130.0        | 160.0        | 108x216                 | 170,671        | Concrete                | 2002          |
| 6  | 1    | Palmer Drive                 | 3,000,000             | 30.0                   | 130.0        | 160.0        | 130.0                   | 99,270         | Welded Steel            | 2008          |
|    |      | <b>Total Zone 1</b>          | <b>14,350,000</b>     |                        |              |              |                         |                |                         |               |
| 7  | 2    | Sunset                       | 5,000,000             | 35.5                   | 288.0        | 323.5        | 155.2                   | 141,506        | Welded Steel            | 1963          |
| 8  | 2    | Trumbull                     | 1,500,000             | 23.5                   | 285.0        | 308.5        | 104.5                   | 64,154         | Welded Steel            | 1963          |
| 9  | 2    | San Mateo                    | 5,000,000             | 31.5                   | 288.7        | 320.2        | 164.5                   | 159,167        | Welded Steel            | 1966          |
| 10 | 2    | Crest 1                      | 500,000               | 47.5                   | 293.8        | 341.3        | 42.4                    | 10,561         | Welded Steel            | 1966          |
| 11 | 2    | Crest 2                      | 500,000               | 47.5                   | 293.8        | 341.3        | 42.4                    | 10,561         | Welded Steel            | 2011          |
| 12 | 2    | Pacheco                      | 5,000,000             | 24.6                   | 298.4        | 323.0        | 236x136                 | 239,128        | Concrete                | 1975          |
| 13 | 2    | Black Point                  | 324,000               | 24.0                   | 168.0        | 192.0        | 48.0                    | 13,535         | Welded Steel            | 2000          |
| 14 | 2    | Air Base                     | 1,000,000             | 27.5                   | 250.4        | 277.9        | 80.0                    | 37,604         | Welded Steel            | 1957          |
|    |      | <b>Total Zone 2</b>          | <b>18,824,000</b>     |                        |              |              |                         |                |                         |               |
| 15 | 3    | Ponti                        | 500,000               | 23.8                   | 409.5        | 433.3        | 60.0                    | 21,149         | Welded Steel            | 1976          |
| 16 | 3    | Cherry Hill 1                | 250,000               | 23.3                   | 411.0        | 434.5        | 42.25                   | 10,611         | Welded Steel            | 1979          |
| 17 | 3    | Cherry Hill 2                | 200,000               | 25.0                   | 410.0        | 434.5        | 37.75                   | 8,247          | Welded Steel            | 1997          |
| 18 | 3    | Garner                       | 100,000               | 25.0                   | 461.0        | 486.0        | 26.0                    | 3,972          | Welded Steel            | 1986          |
| 19 | 3    | Half Moon                    | 100,000               | 15.2                   | 461.0        | 476.2        | 35.0                    | 7,197          | Welded Steel            | 1969          |
| 20 | 3    | Center Road                  | 500,000               | 32.0                   | 495.3        | 527.3        | 52.0                    | 15,885         | Welded Steel            | 2007          |
| 21 | 3    | Wild Horse Valley            | 500,000               | 31.5                   | 495.3        | 526.9        | 50.0                    | 15,885         | Welded Steel            | 1966          |
| 22 | 3    | Winged Foot                  | 600,000               | 31.6                   | 506.0        | 537.6        | 57.0                    | 19,087         | Welded Steel            | 1964          |
| 23 | 3    | San Andreas                  | 250,000               | 23.3                   | 523.5        | 546.0        | 42.25                   | 10,611         | Welded Steel            | 1985          |
| 24 | 3    | San Antonio                  | 200,000               | 20.7                   | 479.0        | 500.0        | 42.25                   | 10,611         | Welded Steel            | 1982          |
| 25 | 3    | Dickson                      | 250,000               | 32.5                   | 392.0        | 424.5        | 36.5                    | 7,828          | Welded Steel            | 1988          |
| 26 | 3    | Nunes                        | 120,000               | 22.0                   | 388.5        | 411.5        | 30.0                    | 5,285          | Welded Steel            | 1994          |
| 27 | 3    | Old Ranch Road 2             | 100,000               | 23.8                   | 516.8        | 540.5        | 27.7                    | 4,255          | Bolted Steel            | 2022          |
| 28 | 3    | Windhaven                    | 8,000                 | 9.0                    | 410.0        | 419.0        | 12.5                    | 920            | Concrete                | 1991          |
|    |      | <b>Total Zone 3</b>          | <b>3,678,000</b>      |                        |              |              |                         |                |                         |               |
| 29 | 4    | Upper Wild Horse             | 44,000                | 15.5                   | 625.0        | 640.5        | 21.5                    | 2,389          | Bolted Steel            | 1987          |
| 30 | 4    | Buck                         | 500,000               | 20.0                   | 555.0        | 575.0        | 64.0                    | 24,065         | Welded Steel            | 1997          |
| 31 | 4    | Cabro Court                  | 5,500                 | 6.0                    | 608.0        | 614.0        | 12.5                    | 918            | Concrete                | 2001          |
|    |      | <b>Total Zone 4</b>          | <b>549,500</b>        |                        |              |              |                         |                |                         |               |
|    |      | <b>NOVATO POTABLE TOTAL</b>  | <b>37,401,500</b>     |                        |              |              |                         |                |                         |               |
|    |      | <b>Other-Kastania (SCWA)</b> | <b>12,000,000</b>     | <b>40.0</b>            | <b>195.0</b> | <b>235.0</b> | <b>226.0</b>            | <b>300,000</b> | <b>Welded Steel</b>     | <b>1985</b>   |

### RECYCLED WATER SYSTEM

|   | Zone | Storage Tanks                | Capacity<br>(gallons) | Overflow<br>Depth (ft) | Elevation |          | Inside<br>Diameter (ft) | Gal Per Ft. | Type of<br>Construction | Year<br>Built |
|---|------|------------------------------|-----------------------|------------------------|-----------|----------|-------------------------|-------------|-------------------------|---------------|
|   |      |                              |                       |                        | Bottom    | Overflow |                         |             |                         |               |
| 1 |      | Plum Street                  | 500,000               | 24.0                   | 135.0     | 159.0    | 60.0                    | 21,149      | Welded Steel            | 1955          |
| 2 |      | Norman                       | 500,000               | 33.8                   | 123.0     | 156.8    | 50.0                    | 14,687      | Welded Steel            | 1951          |
| 3 |      | Reservoir Hill               | 500,000               | 33.4                   | 126.5     | 141.8    | Varies                  | Varies      | Concrete                | 1939          |
|   |      | <b>NOVATO RECYCLED TOTAL</b> | <b>1,500,000</b>      |                        |           |          |                         |             |                         |               |

**HYDROPNEUMATIC TANK SYSTEM**

| Zone                       | Storage Tanks | Capacity (gallons) | Pump Elev (ft) | Tank Elev (ft) | Pressure (psi) |     | Total Head (ft) |          | Year Built |
|----------------------------|---------------|--------------------|----------------|----------------|----------------|-----|-----------------|----------|------------|
|                            |               |                    |                |                | On             | Off | Pump On         | Pump Off |            |
| 1                          | * Hayden      | 3,500              | 65.0           | 165.0          | 75             | 90  | 220             | 275      | 1963       |
| 2                          | * Eagle Drive | 4,000              | 160.0          | 315.0          | 38             | 60  | 405             | 455      | 1959       |
| 3                          | Bahia         | 3,000              | 238.0          | 290.0          | 60             | 95  | 377             | 458      | 1970       |
| 4                          | Rockrose      | 3,000              | 235.0          | 235.0          | 50             | 68  | 350             | 392      | 1980       |
| 5                          | Indian Hills  | 6,000              | 215.0          | 292.0          | 46             | 62  | 398             | 435      | 1982       |
| 6                          | Diablo        | 1,500              | 25.0           | 60.0           | 50             | 70  | 140             | 187      | 1985       |
| 7                          | Garner        | 4,200              | 462.0          | 462.0          | 56             | 70  | 591             | 624      | 1985       |
| * two tanks at these sites |               |                    |                |                |                |     |                 |          |            |
| <b>NOVATO HYDRO TOTAL</b>  |               | 25,200             |                |                |                |     |                 |          |            |

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## WEST MARIN SERVICE AREA STORAGE FACILITIES

### POTABLE SYSTEM

|    | Zone  | Storage Tanks                   | Capacity<br>(gallons) | Overflow<br>Depth (ft) | Elevation |          | Inside<br>Diameter (ft) | Gal Per Ft. | Type of<br>Construction | Year<br>Built |
|----|-------|---------------------------------|-----------------------|------------------------|-----------|----------|-------------------------|-------------|-------------------------|---------------|
|    |       |                                 |                       |                        | Bottom    | Overflow |                         |             |                         |               |
| 1  | PR    | Point Reyes #1                  | 180,000               | 18.3                   | 197.8     | 216.2    | 41.0                    | 9,864       | Concrete                | 2004          |
| 2  | PR    | Point Reyes #2                  | 100,000               | 15.2                   | 201.6     | 216.8    | 35.0                    | 7,197       | Welded Steel            | 1973          |
| 3  | PR    | Point Reyes #3                  | 300,000               | 24.0                   | 194.0     | 217.8    | 46.0                    | 12,432      | Welded Steel            | 1982          |
|    |       | <b>Total Point Reyes</b>        | <b>580,000</b>        |                        |           |          |                         |             |                         |               |
| 4  | IP    | Inverness Park #1               | 36,500                | 22.0                   | 360.0     | 382.0    | 16.8                    | 1,658       | Concrete                | 2009          |
| 5  | IP    | Inverness Park #2               | 100,000               | 24.0                   | 359.0     | 383.0    | 26.0                    | 3972        | Welded Steel            | 1982          |
|    |       | <b>Total Inverness Park</b>     | <b>136,500</b>        |                        |           |          |                         |             |                         |               |
| 6  | PRE   | PRE #1                          | 25,000                | 15.0                   | 351.5     | 364.5    | 17.0                    | 1,698       | Redwood                 | 1975          |
| 7  | PRE   | PRE #2                          | 25,000                | 15.4                   | 539.5     | 556.5    | 16.0                    | 1,504       | Redwood                 | 1980          |
| 8  | PRE   | PRE #3                          | 38,000                | 12.5                   | 837.0     | 849.5    | 22.5                    | 2,975       | Concrete                | 2002          |
| 9  | PRE   | PRE #4c                         | 125,000               | 20.7                   | 1062.5    | 1083.2   | 32.0                    | 6,015       | Concrete                | 2021          |
|    |       | <b>Total Paradise Ranch Es</b>  | <b>213,000</b>        |                        |           |          |                         |             |                         |               |
| 10 | BV    | Bear Valley #1                  | 10,000                | 8.8                    | 456.0     | 465.0    | 14.0                    | 1,111       | Concrete                | 1978          |
| 11 | BV    | Bear Valley #2                  | 10,000                | 8.8                    | 456.0     | 465.0    | 14.0                    | 1,111       | Concrete                | 1978          |
| 12 | BV    | Bear Valley #3                  | 10,000                | 8.8                    | 456.0     | 465.0    | 14.0                    | 1,111       | Concrete                | 1978          |
|    |       | <b>Total Bear Valley</b>        | <b>30,000</b>         |                        |           |          |                         |             |                         |               |
| 13 | Olema | Olema                           | 150,000               | 14.5                   | 253.9     | 268.4    | 42.0                    | 10,351      | Concrete                | 2005          |
|    |       | <b>WEST MARIN POTABLE TOTAL</b> | <b>1,109,500</b>      |                        |           |          |                         |             |                         |               |

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# MARIN LAFCO MUNICIPAL SERVICE REVIEW MULTI-REGIONAL SERVICES STUDY PUBLIC DRAFT 2024 (EXCERPT)

full report available here:

<https://www.marinlafco.org/files/e1db052a5/Multi-Regional+MSR+PUBLIC+DRAFT+R.pdf>



# Marin Local Agency Formation Commission

Municipal Service Review

## **Multi-Regional Services Study**

PUBLIC DRAFT

May 2024

**EXCERPT - SECTIONS 1 THRU 6 (NMWD)  
ONLY**

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## PREFACE

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This Municipal Services Review (MSR) documents and analyzes services provided by local governmental agencies that are providing services across multiple regions of Marin County. Specifically, it evaluates the adequacy and efficiency of local government structure and boundaries within the regions and provides a basis for boundary planning decisions by the Marin Local Agency Formation Commission (LAFCo).

### Context

Marin LAFCo is required to prepare this MSR in accordance with the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 (Government Code §56000, et seq.), which took effect on January 1, 2001. The MSR reviews services provided by public agencies—cities and special districts—whose boundaries and governance are subject to LAFCo. The analysis and recommendations included herein serve to promote and coordinate the efficient delivery of local government services and encourage the preservation of open space and agricultural lands.

### Commissioners, Staff, Municipal Services Review Preparers

#### Commissioners

|                            |                            |   |
|----------------------------|----------------------------|---|
| Barbara Coler – Chair      | City                       | Town of Fairfax                         |
| Dennis Rodoni – Vice Chair | County                     | District 4 Supervisor                   |
| Eric Lucan                 | County                     | District 5 Supervisor                   |
| Larry Chu                  | Public                     | Commission                              |
| Lew Kious                  | Special District           | Almonte Sanitary District               |
| Craig Murray               | Special District           | Las Gallinas Valley Sanitary District   |
| Steve Burdo                | City                       | Town of San Anselmo                     |
| Roger Smith                | Public Alternate           | Commission                              |
| Cathryn Hilliard           | Special District Alternate | Southern Marin Fire Protection District |
| Stephen Burke              | City Alternate             | City of Mill Valley                     |
| Stephanie Moulton-Peters   | County Alternate           | District 3 Supervisor                   |

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## 1.0 INTRODUCTION

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### 1.1 ROLE AND RESPONSIBILITY OF LAFCO

Local Agency Formation Commissions (LAFCOs) were established in 1963 and are political subdivisions of the State of California responsible for providing regional growth management oversight in all 58 counties. LAFCOs' authority is currently codified under the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 ("CKH"), which specifies regulatory and planning powers delegated by the Legislature to coordinate and oversee the establishment, expansion, and organization of cities and special districts as well as their municipal service areas.

Guiding LAFCOs' regulatory and planning powers is to fulfill specific purposes and objectives that collectively construct the Legislature's regional growth management priorities under Government Code (G.C.) Section 56301. This statute reads:

*"Among the purposes of the commission are discouraging urban sprawl, preserving open space and prime agricultural lands, efficiently providing governmental services, and encouraging the orderly formation and development of local agencies based upon local conditions and circumstances. One of the objects of the commission is to make studies and to obtain and furnish information which will contribute to the logical and reasonable development of local agencies in each county and to shape the development of local agencies so as to advantageously provide for the present and future needs of each county and its communities."*

LAFCo decisions are legislative in nature and not subject to an outside appeal process. LAFCOs also have broad powers with respect to conditioning regulatory and planning approvals so long as not establishing terms that directly control land uses, densities, or subdivision requirements.

#### Regulatory Responsibilities

LAFCOs' principal regulatory responsibility involves approving or disapproving all jurisdictional changes involving the establishment, expansion, and reorganization of cities and most special districts.<sup>1</sup> More recently LAFCOs have been tasked with also overseeing the approval process for cities and districts to provide new or extended services beyond their jurisdictional boundaries by existing service. LAFCOs generally exercise their regulatory authority in response to applications submitted by the affected agencies, landowners, or registered voters.

Recent CKH amendments, however, now authorize and encourage LAFCOs to initiate on their own jurisdictional changes to form, consolidate, and dissolve special districts consistent with current and future community needs. LAFCo regulatory powers are described in Table 1.1 below.

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<sup>1</sup> CKH defines "special district" to mean any agency of the State formed pursuant to general law or special act for the local performance of governmental or proprietary functions within limited boundaries. All special districts in California are subject to LAFCo with the following exceptions: school districts; community college districts; assessment districts; improvement districts; community facilities districts; and air pollution control districts.



**Table 1-1: LAFCo's Regulatory Powers**

| Regulatory Powers Granted by Government Code (G.C.) Section 56301 |   |
|---|---|
| • City Incorporations / Disincorporations                         | • City and District Annexations               |
| • District Formations / Dissolutions                              | • City and District Detachments               |
| • City and District Consolidations                                | • Merge/Establish Subsidiary Districts        |
| • City and District Outside Service Extensions                    | • District Service Activations / Divestitures |

## Planning Responsibilities

LAFCos inform their regulatory actions through two central planning responsibilities: (a) making sphere of influence (“sphere”) determinations and (b) preparing municipal service reviews. Sphere determinations have been a core planning function of LAFCos since 1971 and effectively serve as the Legislature’s version of “urban growth boundaries” with regard to cumulatively delineating the appropriate interface between urban and non-urban uses within each county. Municipal service reviews, in contrast, are a relatively new planning responsibility enacted as part of CKH and are intended to inform – among other activities – sphere determinations. The Legislature mandates, notably, all sphere changes as of 2001 be accompanied by preceding municipal service reviews to help ensure LAFCos are effectively aligning governmental services with current and anticipated community needs.

## 1.2 MUNICIPAL SERVICE REVIEWS

Municipal service reviews were a centerpiece to CKH’s enactment in 2001 and are comprehensive studies of the availability, range, and performance of governmental services provided within a defined geographic area. LAFCos generally prepare municipal service reviews to explicitly inform subsequent sphere determinations. LAFCos also prepare municipal service reviews irrespective of making any specific sphere determinations in order to obtain and furnish information to contribute to the overall orderly development of local communities. Municipal service reviews vary in scope and can focus on a particular agency or governmental service. LAFCos may use the information generated from municipal service reviews to initiate other actions under their authority, such as forming, consolidating, or dissolving one or more local agencies.

All municipal service reviews – regardless of their intended purpose – culminate with LAFCos preparing written statements addressing seven specific service factors listed under G.C. Section 56430. This includes, most notably, infrastructure needs or deficiencies, growth and population trends, and financial standing. The seven mandated service factors are summarized in the following table.

**Table 1-2: Mandatory Determinations**

| <b>Mandatory Determinations / Municipal Service Reviews<br/>(Government Code Section 56430)</b>  |
|--|
| 1. Growth and population projections for the affected area.  |
| 2. Location and characteristics of any disadvantaged unincorporated communities within or contiguous to affected spheres of influence. |
| 3. Present and planned capacity of public facilities, adequacy of public services, and infrastructure needs or deficiencies.           |
| 4. Financial ability of agencies to provide services.  |
| 5. Status and opportunities for shared facilities.   |
| 6. Accountability for community service needs, including structure and operational efficiencies.                                       |
| 7. Matters relating to effective or efficient service delivery as required by LAFCo policy.  |

### **1.3 MARIN LAFCO COMPOSITION**

Marin LAFCo is governed by a 7-member board comprised of two county supervisors, two city councilmembers, two independent special district members, and one representative of the general public. Each group also gets to appoint one “alternate” member. Each member must exercise their independent judgment, separate from their appointing group, on behalf of the interests of all residents, landowners, and the public. Marin LAFCo is independent of local government and employs its own staff. Marin LAFCo’s current commission membership is provided below in Table 1-3.

**Table 1-3: Marin LAFCo Commission Membership**

| <b>Name</b>               | <b>Position</b>            | <b>Agency Affiliation</b>                      |
|---------------------------|----------------------------|--|
| Lew Kious                 | Special District           | <i>Almonte Sanitary District</i>               |
| Barbara Coler, Chair      | City                       | <i>Town of Fairfax</i>                         |
| Eric Lucan                | County                     | <i>District 5 Supervisor</i>                   |
| Dennis Rodoni, Vice Chair | County                     | <i>District 4 Supervisor</i>                   |
| Steve Burdo               | City                       | <i>Town of San Anselmo</i>                     |
| Craig Murray              | Special District           | <i>Las Gallinas Valley Sanitary District</i>   |
| Larry Chu                 | Public                     | <i>Commission</i>                              |
| Roger Smith               | Public Alternate           | <i>Commission</i>                              |
| Cathryn Hilliard          | Special District Alternate | <i>Southern Marin Fire Protection District</i> |
| Stephen Burke             | City Alternate             | <i>City of Mill Valley</i>                     |
| Stephanie Moulton-Peters  | County Alternate           | <i>District 3 Supervisor</i>                   |

Marin LAFCo offices are located at 1401 Los Gamos Drive, Suite 220 in San Rafael. Information on Marin LAFCo’s functions and activities, including reorganization applications, are available by calling (415) 448-5877 by e-mail to [staff@marinlafco.org](mailto:staff@marinlafco.org) or by visiting [www.marinlafco.org](http://www.marinlafco.org).

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## 2.0 EXECUTIVE SUMMARY

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This study represents Marin LAFCo’s scheduled regional municipal service review of local agencies that provide public services across multiple regions of Marin County. The underlying aim of the study is to produce an independent assessment of the municipal services provided by the agencies over the next five to ten years relative to the Commission’s regional growth management duties and responsibilities. The information generated as part of the study will be directly used by the Commission in (a) guiding subsequent sphere of influence updates, (b) informing future boundary changes, and – if merited – (c) initiating government reorganizations, such as special district formations, consolidations, and/or dissolutions.

### 2.1 AFFECTED PUBLIC AGENCIES

This report focuses on five agencies operating across all regions of Marin County as listed below and shown in Figure 2.1.

**Table 2-1: Multi-Regional MSR Agencies**

| Multi-Regional MSR Agency Names  |
|----------------------------------|
| Marin Municipal Water District   |
| North Marin Water District       |
| Marin County Open Space District |
| Marin County Service Area #31    |
| Marin Healthcare District        |

Together, these agencies provide a range of municipal services to the communities in which they serve, including:

#### **Water**

Water services include the access to, treatment of, and distribution of water for municipal purposes. An in-depth review of countywide water services was prepared by Marin LAFCo in 2016.

#### **Healthcare**

All of the services outlined in California Health and Safety Code §32121, including (but not limited to) operating hospitals and community-based clinics .

#### **Structural Fire Protection**

Fire protection services consist of firefighting and fire prevention.

#### **Open Space Acquisition and Management**

Open Space land is commonly set aside for recreation and stormwater management purposes, as well as for natural resource protection, preservation of cultural and historic resources, preservation of scenic vistas, and many other reasons.

## 2.2 PLANS, POLICIES, STUDIES

Key references and information sources for this study were gathered for each agency considered. The references utilized in this study include published reports; review of agency files and databases (agendas, minutes, budgets, contracts, audits, etc.); Master Plans; Capital Improvement Plans; engineering reports; EIRs; finance studies; general plans; and state and regional agency information (permits, reviews, communications, regulatory requirements, etc.). Additionally, the LAFCo Executive Officer and Deputy Executive Officer contacted each agency with requests for information.

The study area for this MSR includes eleven cities/towns, multiple census-designated unincorporated communities, as well as a number of unincorporated areas adjacent to the cities. In the areas entirely outside of the cities, Marin County has the primary authority over local land use and development policies (and growth). The eleven respective municipalities have authority over land use and development policies within their distinct jurisdictions. City, County, and Community plans were vital for the collection of baseline and background data for each agency. The following is a list of documents used in the preparation of this MSR:

- County General Plans
- Specific Plans
- Community Plans
- Previous municipal service reviews
- Agency databases and online archives (agendas, meeting minutes, website information)

### 2.3 AGENCY AND PUBLIC PARTICIPATION

Within the approved scope of work, this study has been prepared with an emphasis on soliciting outside public review and comment as well as multiple opportunities for input from the affected agencies. This included an agency startup meeting with Marin LAFCo, information requests sent to individual agencies, draft agency profiles also sent to agencies, and review of the draft report prior to Commission action.

This MSR is posted on the Commission’s website ([www.marinlafco.org](http://www.marinlafco.org)). It may also be reviewed at the LAFCo office located at 1401 Los Gamos Drive, Suite 220 in San Rafael during open hours.

**Table 2-2: Multi-Regional Services MSR Agencies’ Meeting Information**

| Multi-Regional Services Municipal Service Review – Agency Transparency |                    |  |  |                      |  |
|--|--------------------|--|--|----------------------|--|
| Agency   | Governing Body     | Meeting Date/Time  | Meeting Location   | Televised/ Streaming | Website  |
| Marin Municipal Water District   | Board of Directors | 1 <sup>st</sup> and 3 <sup>rd</sup> Tuesday at 6:30 p.m. | MMWD Administration Building<br>220 Nellen Avenue<br>Corte Madera, CA  | No                   | <a href="http://marinwater.org/board-meeting-information">marinwater.org/board-meeting-information</a> |
| North Marin Water District   | Board of Directors | 1 <sup>st</sup> and 3 <sup>rd</sup> Tuesday at 4:00 p.m. | NMWD Meeting Room<br>100 Wood Hollow Dr.<br>Novato, CA                 | No                   | <a href="http://nmwd.com/meetings">nmwd.com/meetings</a>   |
| Marin Healthcare District  | Board of Directors | 2 <sup>nd</sup> Tuesday 4:00 p.m.                        | MarinHealth Medical Center<br>250 Bon Air Road<br>Greenbrae, CA        | No                   | <a href="http://marinhealthcare.org/public-meetings">marinhealthcare.org/public-meetings</a>           |
| Marin County Open Space District                                       | Board of Directors | Scheduled Tuesdays 9:00 a.m.                             | Marin County Civic Center<br>3501 Civic Center Drive<br>San Rafael, CA | Yes                  | <a href="http://marincounty.gov/departments/board">marincounty.gov/departments/board</a>               |
| Marin County Service Area #31  | Board of Directors | Scheduled Tuesdays 9:00 a.m.                             | Marin County Civic Center<br>3501 Civic Center Drive<br>San Rafael, CA | Yes                  | <a href="http://marincounty.gov/departments/board">marincounty.gov/departments/board</a>               |

## 2.4 WRITTEN DETERMINATIONS

The Commission is directed to prepare written determinations to address the multiple governance factors enumerated under G.C. Section 56430 anytime it prepares a municipal service review. These determinations are similar to findings and serve as independent statements based on information collected, analyzed, and presented in this study's subsequent sections. The underlying intent of the determinations is to identify all pertinent issues relating to the planning, delivery, and funding of municipal services as it relates to the Commission's role and responsibilities. An explanation of these seven determination categories is provided below.

### 1. Growth and Population

This determination evaluates existing and projected population estimates for each of the unincorporated communities within the study area.

### 2. Location and Characteristics of any Disadvantaged Unincorporated Communities Within or Contiguous to the Sphere of Influence.

This determination was added by Senate Bill (SB) 244, which became effective in January 2012. A disadvantaged community is defined as an inhabited community of 12 or more registered voters having a median household income of 80 percent or less than the statewide median household income.

### 3. Capacity and Infrastructure

Also discussed is the adequacy and quality of the services provided by each agency, including whether sufficient infrastructure and capital are in place (or planned for) to accommodate planned future growth and expansions.

### 4. Financing

This determination provides an analysis of the financial structure and health of each service provider, including the consideration of rates and service operations, as well as other factors affecting the financial health and stability of each provider. Other factors considered include those that affect the financing of needed infrastructure improvements and compliance with existing requirements relative to financial reporting and management.

### 5. Shared Facilities

Opportunities for districts to share facilities are described throughout this MSR. Practices and opportunities that may help to reduce or eliminate unnecessary costs are examined, along with cost avoidance measures that are already being utilized. Occurrences of facilities sharing are listed and assessed for more efficient delivery of services.

### 6. Government Structure and Local Accountability

This subsection addresses the adequacy and appropriateness of existing boundaries and spheres of influence and evaluates the ability of each service provider to meet its demands under its existing government structure. Also included is an evaluation of compliance by each provider with public meeting and records laws (Brown Act).

**7. Other Matters Related to Effective or Efficient Service Delivery, as Required by Commission Policy**

Marin LAFCo has specified the sustainability of local agencies as a priority matter for consideration in this MSR. Sustainability is not simply about the environment but can consider the sustainability of an organization and its ability to continue to provide services efficiently for many years to come. Sustainable local governments that take practical steps to protect the environment and our natural resources through land conservations, water recycling and reuse, preservation of open space, and opting to use renewable energy are the key players in determining the sustainability of the region.

In addition, other matters for consideration could relate to the potential future SOI determination and/or additional effort to review potential advantages or disadvantages of consolidation or reorganization.

A summary of determinations regarding each of the above categories is provided in Chapter 3 of this document and will be considered by Marin LAFCo in assessing potential future changes to an SOI or other reorganization.

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### 3.0 DETERMINATIONS

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#### **Growth and population projections for the affected area.**

a) Despite an annual population decline since 2017 of -0.48%, the Association of Bay Area Governments (ABAG) projects the population of Marin County to grow by 12% by 2040 to a total population of 283,000. While the current development potential within the multiple planning areas throughout the County is fairly minimal, ABAG's Regional Housing Needs Allocation plan has required the addition of 3,569 housing units in unincorporated Marin County, and 9,971 units within all of the incorporated cities and towns throughout the County. Using the baseline of the average persons per household captured by the 2020 Census for Marin County of 2.4, if the full RHNA allocation were to be met, it could reasonably be assumed to add approximately 32,000 people to the current population estimate of 252,959.

#### **The location and characteristics of any disadvantaged unincorporated communities within or contiguous to the sphere of influence.**

a) Two census tract block groups (Tract 1290, Block Group 1; Tract 1121, Block Group 1) that have been designated by Marin LAFCo as a disadvantaged unincorporated community (DUC) based on 2020 U.S. Census Bureau Redistricting Data has been identified within the study area. The block groups are situated within the census-designated place of Marin City, as well as the northern section of the California Park unincorporated island in the San Rafael Area. A disadvantaged community is defined in Water Code Section 7905.5(a) as a community with an annual median household income of less than 80 percent of the statewide median household income. The statutory definition of DUCs comes from Government Code Section 56033.5, which defines DUCs as "inhabited territory" that constitutes all or a portion of a disadvantaged community. "Inhabited territory" may be defined by Government Code Section 56046 as having at least 12 registered voters, or it can be determined by "commission policy".

Per Marin LAFCo's policy, Marin LAFCo will include considerations of disadvantaged unincorporated communities within a city or district sphere of influence in statements of written determinations of municipal service reviews. Marin LAFCo will prohibit the approval of city annexations greater than 10 acres that are contiguous to a disadvantaged unincorporated community unless the city applies to annex the disadvantaged unincorporated community as well. At this time Marin LAFCo has no applications for annexation for any lands contiguous to the identified DUC. Should LAFCo in the future get such a request then it will work with the community to determine if it is in the best interest of those living within the DUC to be annexed. If it is not in the community's best interest, then they would not be included in that application.



**Present and planned capacity of public facilities, adequacy of public services, and infrastructure needs or deficiencies including needs or deficiencies related to sewers, municipal and industrial water, and structural fire protection in any disadvantaged unincorporated communities within or contiguous to the sphere of influence.**

a) The three agencies within this study that have public facilities (Marin Municipal Water District, North Marin Water District, and the Marin Healthcare District) have each shown that the present capacity of their facilities are sufficient to provide services at their current levels. Both MMWD and NMWD have adopted ambitious capital improvement plans and recently made the necessary adjustments to each of their rate schedules in order to fund the designated infrastructure improvements to both continue to provide services at their current levels as well as taking into account planning for future growth and the increased potential for lean water years. With the recent completion of both a new parking structure as well as the 260,000-square-foot hospital replacement building, the Marin Healthcare District continues to display both the intention and the necessary planning to ensure the MarinHealth Medical Center meets the standards required within SB 1953.

**Financial ability of agencies to provide services.**

a) The Marin Municipal Water District, North Marin Water District, Marin Healthcare District, Marin County Open Space District, and County Service Area #31 all prepare annual budgets and financial statements in accordance with established governmental accounting standards. The Boards of Directors, and the County Board of Supervisors, acting as the Board for CSA 31 and the Marin County Open Space District, may amend their budgets by resolution during the fiscal year in order to respond to emerging needs, changes in resources, or shifting priorities. Expenditures may not exceed appropriations at the fund level, which is the legal level of control.

b) The special district General Managers and County Administrative Officer are authorized to transfer budgeted amounts between accounts, departments, or funds under certain circumstances, however; the Special District Boards and County Board of Supervisors, acting as the Board for the Marin County Open Space District as well as CSA 31, must approve any increase in the operating expenditures, appropriations for capital projects, and transfers between major funds and reportable fund groups. Audited financial statements are also prepared for each agency by independent certified public accounting firms.

c) While additional revenues are needed to provide some services and maintain infrastructure covered in this MSR, each agency meets its financial responsibilities to provide services. In order to complete the second phase of its planned seismic infrastructure upgrades, the Marin Healthcare District will, in all likelihood, necessitate the pursuit of additional revenue bonds. CSA #31 has operated at the same tax rate since its formation 30

years ago. No attempt has been made to increase the tax since the failed ballot measure in 2010. While costs to provide service as well as simple inflation have significantly risen since that time, the CSA's tax base has remained the same. While current circumstances such as voter tax fatigue as well as the recent approval of Measure C, which levies a parcel tax specifically for fire protection and prevention services, certainly detract from the chances of the CSA successfully seeking an increase in the current tax in the near term, the possibility should continue to be monitored in order to make the necessary adjustments to the funding mechanism to ensure sufficient revenue supplementation for Marin County Fire in the future.

**Status of, and opportunities for, shared facilities.**

a) While no opportunities were identified for the sharing specifically of constructed facilities between any of the agencies reviewed within the study, the possibility for the shared expansion of a current service has arisen between the Marin Municipal Water District and the Marin County Open Space District. Given the contiguous nature of a number of the Marin County Open Space District's preserves in relation to the public lands of the Marin Municipal Water District, the two Districts should explore a shared services agreement with the intention of expanding the Open Space District's current annual offering of free, naturalist-guided walks through public open-spaces to include protected lands and trails within MMWD's jurisdiction.

**Accountability for community service needs, including governmental structure and operational efficiencies.**

a) The current jurisdictional boundary for Marin County Service Area #31 includes all of the area of Angel Island State Park that resides within the legal boundary of Marin County. This area of Angel Island also resides within the jurisdictional boundary of the Town of Tiburon. CSA 31 was originally formed as a benefit assessment district in order to provide supplemental tax funding to the Marin County Fire Department for the provision of structure fire protection services. As there are no legally taxable parcels within Angel Island State Park, the inclusion of Angel Island within the jurisdictional boundary of CSA 31 creates no additional benefit for the Marin County Fire Department, as was the intention of the formation of the district.

The Marin County Fire Department contracts with the California Department of Forestry and Fire Protection (CAL FIRE) to provide wildland fire protection and associated fire prevention activities for lands designated as state responsibility areas (SRA). While the area is technically state parkland, CAL FIRE does not include this area as carrying the designation of SRA, but rather as a local responsibility area (LRA)<sup>2</sup>. LRA is also the designation for all of the other incorporated spaces within Marin County. The Town of Tiburon receives fire protection services from the Tiburon Fire Protection District (TFPD), however, the Tiburon Fire Protection District's current jurisdictional boundary does not include the area of Angel

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<sup>2</sup> [State Responsibility Area Fire Hazard Severity Zones Marin County](#)

Island State Park. Despite this, due to the geographic proximity of Tiburon Fire Protection District Station 11 to Angel Island as well as the District's watercraft giving it access from the Tiburon peninsula to Angel Island, TFPD frequently is the initial responder to calls for service (in particular, emergency medical calls) to Angel Island.

At this time, the state of the delivery of fire protection, as well as other emergency services, to Angel Island State Park necessitates the convening of representatives from Marin LAFCo, Marin County Fire Department, Tiburon Fire Protection District, the Town of Tiburon, and CAL FIRE/California State Parks in order to explore a more organized and defined structure to the future of this service delivery within this area.

b) In the late 1970s through the 1980s, the North Marin Water District initiated LAFCo-approved outside service area agreements for approximately 33 parcels outside of the District's boundary in southern Sonoma County. The parcels reside within the Sonoma County planning area known as the Petaluma Dairy Belt Area. Rather than continuing in perpetuity with the outside service agreements, representatives from Marin LAFCo, Sonoma LAFCo, North Marin Water District, and the City of Petaluma should convene in order to explore the transfer of these parcels for future service.

c) North Marin Water District's existing jurisdictional boundary entirely overlaps the jurisdictional boundary of the Inverness Public Utilities District. This overlap merits correction as the Commission discourages two agencies providing the same service to have overlapping boundaries. Additionally, NMWD does not provide service within IPUD's boundary, nor does it plan to in the future. Representatives from NMWD, Marin LAFCo, and IPUD should convene to explore an efficient, organized, and well-communicated manner in which to detach the parcels within the jurisdictional boundary of IPUD from NMWD.

**Any other matter related to effective or efficient service delivery, as required by commission policy**

a) Marin Municipal Water District and North Marin Water District have effectively partnered with other local agencies in jointly funding and establishing regional recycled water programs as part of the North Bay Water Reuse Authority. This cooperative arrangement provides a mechanism for MMWD and NMWD to pool resources in securing competitive governmental subventions to implement and expand recycled water services in their service areas to help offset potable demands. Marin Municipal Water District should explore the feasibility of further collaboration with wastewater agencies in central and southern Marin County to continue to expand its provision of recycled water throughout other geographic portions of its service area.

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## 4.0 RECOMMENDATIONS

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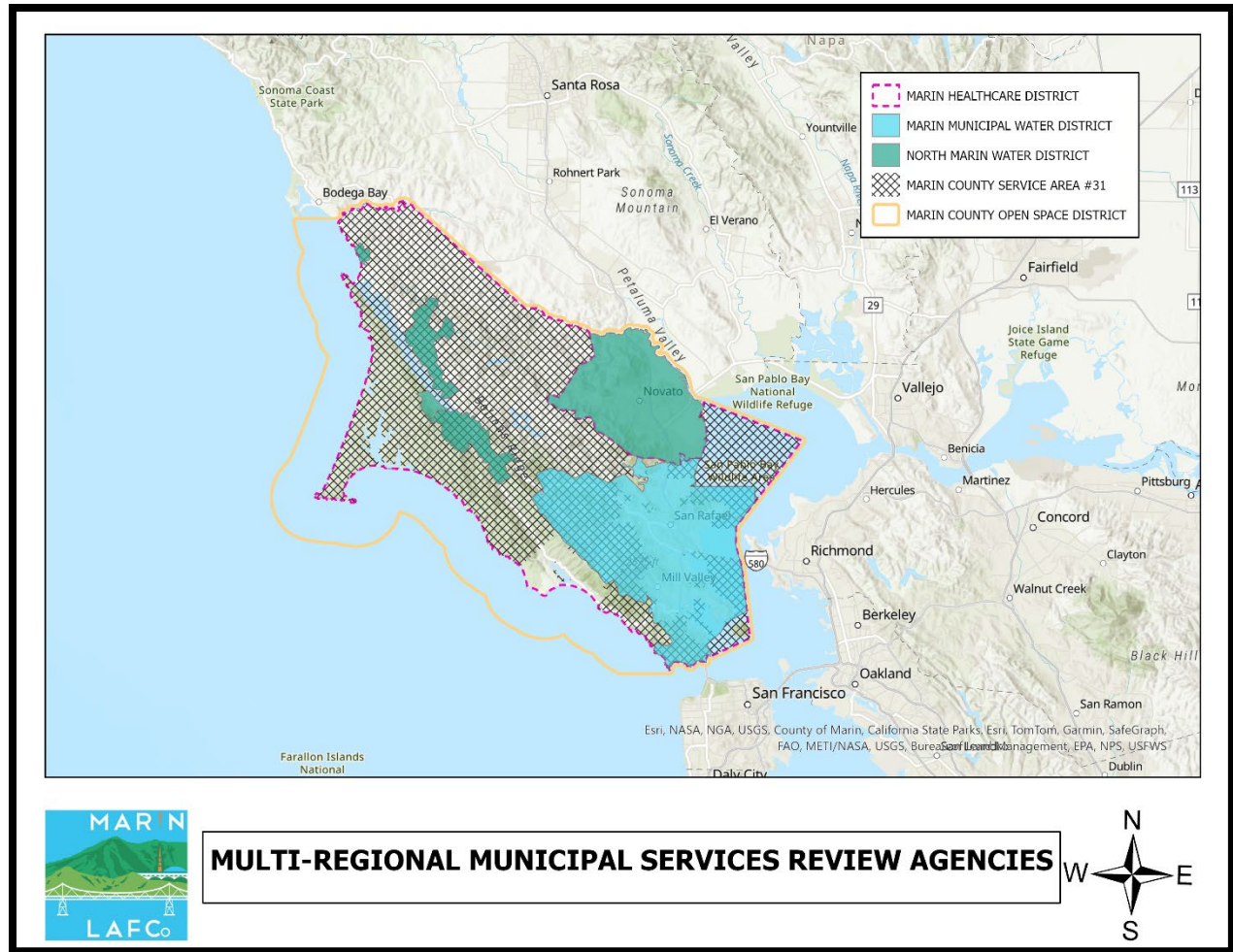
The following recommendations call for specific action either from the Commission and/or by the affected agencies based on information generated as part of this study.

Recommendations for Commission action are dependent on a subsequent directive from the membership and through the adopted work plan.

1. Representatives from Marin LAFCo, Sonoma LAFCo, North Marin Water District, and the City of Petaluma should convene in order to explore the transfer of outside water service parcels that were approved in the late 1970s through the 1980s that are within the jurisdictional boundary of Sonoma County.
2. The staff for Marin LAFCo should work with the contracted GIS consultant from Cinquini and Passarino in order to remove the parcel (APN 166-030-34) in the general vicinity of the unincorporated community of Olema from Marin LAFCo's GIS mapping system as, after collaboration with staff from NMWD, it has been determined that the parcel was excluded from the annexation of this area in 1967.
3. Representatives from Marin LAFCo, North Marin Water District, and the Inverness Public Utility District should convene to explore an efficient, organized, and well-communicated manner in which to detach the parcels within the jurisdictional boundary of the Inverness Public Utility District from the North Marin Water District.
4. Representatives from Marin LAFCo, Marin County Fire Department (on behalf of County Service Area #31), the Town of Tiburon, the Tiburon Fire Protection District, California State Parks, and the California Department of Forestry and Fire Protection (CAL FIRE) should convene to explore the current status and future possibilities of the organization and efficiencies of fire protection services for Angel Island State Park, as well as the consideration of the detachment of the area from Marin County Service Area #31 and/or the Town of Tiburon.
5. The Marin Municipal Water District should explore the feasibility of further collaboration with wastewater agencies in central and southern Marin County to continue to expand its provision of recycled water throughout other geographic portions of its service area.
6. Given the contiguous nature of a number of the Marin County Open Space District's preserves in relation to the public lands of the Marin Municipal Water District, the Marin County Open Space District and the Marin Municipal Water District should explore a shared services agreement with the intention of expanding the Open Space District's current annual offering of free, naturalist-guided walks through public open-spaces.

7. Throughout the course of this study, there have been several instances of some level of ambiguity surrounding the correct jurisdictional area of the North Marin Water District and the multiple large annexation areas in past decades. In order to ensure current and future accuracy, staff from NMWD should compare current district records with what is currently displayed within the public-facing Marin LAFCo GIS web application and work collaboratively with Marin LAFCo staff to rectify any further instances of boundary discrepancies.

## 5.0 REGIONAL SETTING



The Multi-Regional Municipal Service Review (MSR) study area consists of public agencies that cover significant geographic areas of, and in one instance, the entirety of Marin County. Five public agencies, including one County Service Area (CSA), are reviewed within this document. Many distinct communities lie within and adjacent to the Study Area. These communities are served by a number of municipal service providers that have been established over time to meet local conditions and needs. While jurisdictional boundaries define the geographical extent of an agency’s authority and responsibility to provide services, there are several instances of overlapping boundaries and service responsibilities in the Study Area. These service arrangements and relationships for providing fire protection, municipal water, open space management, and other municipal services within the Study Area are described in this report.

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## 6.0 NORTH MARIN WATER DISTRICT

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### 6.1 OVERVIEW

The North Marin Water District (NMWD) was established in 1948 as an independent special district under Sections 30000-33900 of the California Water Code. The NMWD multi-county boundary surrounds just over 100 square miles of northeastern and north-western Marin County, in addition to a portion of southern Sonoma County along the Highway 101 corridor. The district serves a population of approximately 63,981<sup>3</sup> persons encompassing three unique service areas: Novato, West Marin, and Oceana Marin. The last Municipal Service Review that included NMWD was conducted in November of 2017 as part of the North Marin Water District Sphere of Influence Update.

As a limited-purpose agency, NMWD provides potable water, non-potable water, and wastewater management. The majority of the District's Novato service area potable water supplies are imported from the Russian River through a contract with the Sonoma County Water Agency, with the remainder of the District's supplies to this service area drawn locally from Stafford Lake. Potable water supplies for the West Marin service area are drawn from two distinct and separate locations using two separate wells at each location. The potable local sources of supply are not interconnected. The District also provides wastewater collection, treatment, and disposal for the Oceana Marin service area and recycled water in its Novato service area.

**Table 6-1: North Marin Water District Overview**

| North Marin Water District |  |                           |                |
|----------------------------|--|---------------------------|----------------|
| <b>Primary Contact:</b>    | Anthony Williams                             | <b>Phone:</b>             | (415)-897-4133 |
| <b>Main Office:</b>        | 999 Rush Creek Pl, Novato, CA                |                           |                |
| <b>Formation Date:</b>     | April 21, 1948                               |                           |                |
| <b>Services Provided:</b>  | Potable Water, Non-Potable Water, Wastewater |                           |                |
| <b>Service Area:</b>       | 64,628 acres                                 | <b>Population Served:</b> | ≈63,981        |

### 6.2 FORMATION AND DEVELOPMENT

The North Marin Water District's formation was derived from the transition and development of its primary service area of Novato from agricultural to urban. While signs pointed towards urban development in the late 1800s, the transformation was somewhat impeded for a number of decades due to the sheer profitability of ranching and dairy operations in the area. By the mid-1920s, the area's population reached approximately 1,200 and the residents agreed to form the Novato Sanitary District (at that time referred to as Marin County Sanitary District #6) in 1925 and the Novato Fire Protection District (1926). During this time, organized water service in the Novato area was initially established by private utilities for each new subdivision until the

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<sup>3</sup> Population served calculated through the means given in California Code of Regulations Section 64412 by tallying the most recent Census data using the tract, block group, and block levels.

eventual ownership of these rights by the Novato Water Company. The water was sourced from groundwater wells that were adequate for the slowly growing community. The growth of the area was hastened when in 1935, the Marin County Air Field was converted into the Hamilton Army Air Field. The construction of the new military base resulted in new housing and commercial development in the surrounding area. By 1950<sup>4</sup>, the population of the area had risen to 3,489.

The significant growth brought on by the Hamilton Base throughout the 1940s proved to be difficult for the private water system to sustain. This prompted local leaders in 1947 to request that Marin Municipal Water District (MMWD) extend its service north to Novato. MMWD subsequently extended its services to a portion of the Hamilton Base, however, declined to extend its services further north in Novato, and community leaders were forced to pivot towards the establishment of a new public water agency (which MMWD had fairly recently set the road map for) through the purchase of Novato Water Company's system and the assumption of its service responsibilities. In 1948, Novato area landowners petitioned for the formation of the new water district which would initially be known as the North Marin County Water District. After the Marin Boundary Change Commission<sup>5</sup> approved the official service area of the District as what is now the greater Novato area, a successful vote by the residents officially formed the District. Soon after, separate ballot measures were approved to provide the necessary funding for the District to purchase the Novato Water Company and all of its infrastructure. These ballot measures also authorized NMWD to establish a new surface water supply by damming Novato Creek and creating Stafford Lake. The construction of Stafford Dam was completed in 1951, and the resulting Stafford Lake had an initial holding capacity of 1,720 acre-feet.<sup>6</sup> The Stafford Water Treatment Plant was constructed and began operation in 1952 with a capacity of 3.75 million gallons per day.

With the City of Novato officially incorporated in January of 1960<sup>7</sup> and a continually expanding population at the time of 17,881, water demands were at an all-time high. In need of increased supplies, in 1960 NMWD entered into an agreement with Sonoma County Flood Control District (later known as the Sonoma County Water Agency) for an annual allocation of 10,000 acre-feet of pretreated water that would be drawn from the Russian River and delivered through an interconnection with the City of Petaluma. The subsequent intertie, known as the North Marin Aqueduct, was constructed in 1961<sup>8</sup> and consisted of approximately 9.4 miles of 30-inch pipeline to connect NMWD's system to SCWA's system in Petaluma along State Highway 101.

In the late 1960s and into the 1970s, NMWD annexed a number of unincorporated communities in West Marin at the request of residents within those communities. These communities

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<sup>4</sup> Earliest available Census data on the area.

<sup>5</sup> The County Boundary Commission was a technical governing body tasked with officially designating the jurisdictional boundary of all boundary changes prior to LAFCO's creation in 1963. The boundary commissions included four distinct members of county government, supervisor chairperson, assessor, auditor, and surveyor.

<sup>6</sup> This amount was raised to 4,450 acre-feet in 1954 by modification of the dam's spillway.

<sup>7</sup> Voters approved incorporation on November 3, 1959, but the effective date of incorporation was January 20, 1960.

<sup>8</sup> The construction was funded by a voter-approved \$3.79 million bond in 1960.



included Ocean Marin (1969), Point Reyes Station/Inverness Park (1970), Olema (1973), Tomales (1975), and Paradise Ranch Estates (1979). The annexations were approved with the expectation of NMWD purchasing and assuming the service responsibilities from the preexisting private utilities that were presently operating. NMWD constructed and operated a community wastewater system for Tomales in 1979. The community eventually formed the Tomales Village Community Service District and, in 1999, the wastewater system was turned over to the newly created district as part of a voter-approved reorganization in which the unincorporated community was detached from NMWD.

In 2001, Marin Municipal Water District agreed to a reorganization of its service area with NMWD premised on simplifying the alignment of NMWD's Novato service area southern boundary to match the City of Novato. This effectively removed the area of the former Hamilton Air Force Base (which was officially closed in 1996) from the Marin Municipal Water District's boundary. On June 24<sup>th</sup>, 2002, the agreement became fully effective.

In 2006, the Stafford Lake Water Treatment Plant upgrade project was completed. The project cost approximately \$16 million and increased daily treatment capacity for the facility to 6 million gallons. This was followed in 2007 by the completion and beginning of operations of the Deer Island Recycled Water Facility. The facility opened with a 500,000-gallon-per-day capacity and provided recycled water for irrigation purposes at Stone Tree Golf Course. NMWD's recycled water system has subsequently expanded such that NMWD is the distributor of recycled water in central and northern Novato with Novato Sanitary District as the producer. A similar agreement between NMWD and Las Gallinas Valley Sanitary District exists for recycled water distribution in southern Novato.

As part of a significant multi-year project by the California Department of Transportation (Caltrans) known as the Marin-Sonoma Narrows project, the District was forced to relocate a large apportionment of its North Marin Aqueduct. In partnership with Caltrans and Marin Municipal Water District, the Aqueduct Energy Efficiency Project was created and completed in 2015. The project enlarged 5 miles of the North Marin Aqueduct's 30' diameter pipe with 42" pipeline from South Petaluma, which helped to eliminate the need for the Kastania Pump Station and reduce energy costs and greenhouse gas emissions. The total cost of the project was \$22 million of which 2/3 was paid by Caltrans and the remaining cost was split between NMWD and MMWD.

### **6.3 DISTRICT BOUNDARY AND SPHERE OF INFLUENCE**

North Marin Water District's service boundary currently encompasses just over 100 square miles and covers 64,628 acres of both incorporated and unincorporated Marin County and Sonoma County. Since LAFCoS were created in 1963 and Marin LAFCo assumed responsibility in overseeing the District's service area, the jurisdictional boundary has grown by approximately 30%, with the most significant additions occurring between 1966 and 1975 during the multiple annexations in West Marin. There have been 19 recorded boundary changes to NMWD since 1963, with the most recent of significant total acreage being the reorganization of 980 acres comprising the former Hamilton Air Force Base from Marin Municipal Water District to North Marin Water District.

The District also maintains outside service agreements for water services to approximately 33 parcels in Sonoma County just south of the City of Petaluma. These parcels all reside within an unincorporated area that Sonoma County has dubbed the Petaluma Dairy Belt. The Petaluma Dairy Belt Area Plan, which helps guide the planning in the area, was most recently updated in September of 2008.

The District has provided Marin LAFCo with documentation showing five parcels<sup>9</sup> in the District's service area that are adjacent to the Sonoma/Marin County boundary on the Sonoma County side. Documentation for the parcels on the eastern side of the highway shows that they were added in 1967, while the one on the western side was added in 1962 which would be pre-LAFCo establishment. As opposed to the 33 parcels just to the north of these for which the District maintains outside service agreements, these five parcels were formally annexed to the District.

An area of the District's jurisdictional boundary is coterminous with the boundary of the Inverness Public Utility District (IPUD). NMWD provides no services in this area as IPUD provides potable water services within its jurisdictional boundary. While there is an intertie between the two agencies that would allow for the transfer of potable water, at this time there is no agreement between the two districts for regular supplemental water purchases due to the most recent attempt failing to receive the necessary voter support. NMWD has intimated that it is open to detaching the area from its service boundary. Additionally, there is one parcel within the District's current jurisdictional boundary outside of the community of Olema that neither the District nor Marin LAFCo has any record of within that particular area's annexation and, as such, should be removed from the District's official boundary.

The District's sphere of influence was established by Marin LAFCo as part of two separate actions. The first action occurred in 1982 and established the sphere of influence for the East Marin (Novato) service area. This sphere boundary was entirely coterminous with the jurisdictional boundary in that area at the time. The second action took place in 1984 and established the sphere of influence for the West Marin service area. This sphere of influence was coterminous with the District's jurisdictional boundary with the exceptions of the exclusion of jurisdictional lands on the east shore of the Tomales Bay (Marshall) as well as the area that comprised the jurisdictional boundary of the Inverness Public Utility District. At the time, the Commission's explanation for excluding the Marshall area was in anticipation of the County adopting the "East Shore Community Plan".

The sphere of influence received its next update in 2002. The update was a partial update specific to only the East Marin service area in response to the reorganization of the Hamilton Air Force Base reorganization. This update again made the East Marin service area's sphere of influence to be coterminous with its jurisdictional boundary. The most recent sphere of influence update was performed in October of 2017. This update reaffirmed the East Marin service area sphere as well as amending the sphere in West Marin to add approximately 2,230 acres of unincorporated lands off of State Highway 1 adjacent to the Pt. Reyes Station service

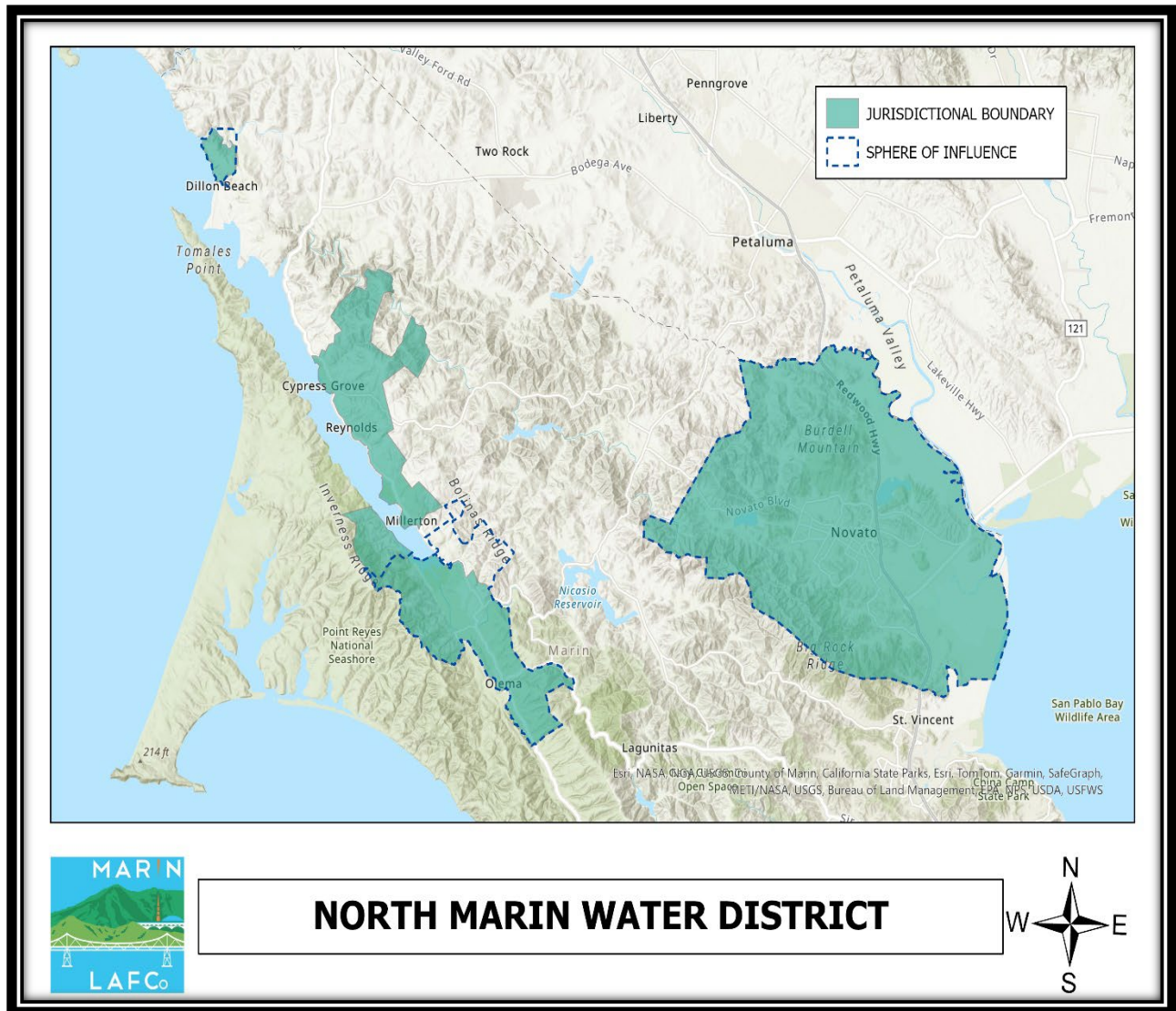
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<sup>9</sup> Parcel APN #s 019-290-001; 019-280-014; 019-280-012; 019-280-013; 019-280-005

area and just south of the East Shore jurisdictional lands. This area is made up of 11 parcels, largely under commercial agricultural uses along with 7 residential units (as well as the adjacent right-of-way along State Highway 1). This area was added “...to recognize the existing service commitments to the majority of the affected lands as part of pre-CKH outside service agreements.”

A map of NMWD’s jurisdictional lands within Marin County<sup>10</sup> as well as the current sphere of influence for the District can be seen below in Figure 6-1.

**Figure 6-1: North Marin Water District Jurisdictional Boundary and Sphere of Influence**



<sup>10</sup> Marin LAFCo does not have access to GIS information from the County of Sonoma at this time, and as such cannot accurately portray the District’s service area outside of Marin County within this map.

## 6.4 GROWTH AND POPULATION

The North Marin Water District’s service area includes the City of Novato as well as the census-designated places of Black Point – Green Point, Point Reyes, and Inverness. The service area also includes a number of other smaller unincorporated neighborhoods/communities such as Marshall, Oceana Marin, Bel Marin Keys, Loma Verde, Indian Valley, Olema, Bear Valley, and Paradise Ranch Estates. The eastern portion of the District’s service area makes up approximately 95% of the total population within its boundaries at 61,314<sup>11</sup>, while the western service area has a total population of 2,667<sup>12</sup>. This amount is just under 24% of Marin County’s total population of 262,321.<sup>13</sup> Since 2010, the County as a whole has seen a total population growth of 9,912, an increase of 3.9%. The population change data for the cities, towns, and census-designated places within the District’s boundary from 2010 to 2020 can be seen below in Table 6-2.

**Table 6-2: Municipality and Census-Designated Place Population Change Within NMWD**

| Community Name            | 2010   | 2020   |
|---------------------------|--------|--------|
| City of Novato            | 51,904 | 53,225 |
| Point Reyes Station       | 848    | 895    |
| Inverness                 | 1,304  | 1,379  |
| Black Point – Green Point | 1,306  | 1,431  |

The remaining development potential within each of the planning areas within the District’s boundary (both incorporated and unincorporated), while relatively minimal based upon the number of remaining undeveloped parcels zoned for residential development, has experienced recent changes with Marin County having adopted an updated Housing Element and the City of Novato in the final stages of its Housing Element being reviewed by the State’s Department of Housing and Community Development that included planning for accommodations of the housing mandates from the State. The Association of Bay Area Governments (ABAG) has designated a need for a total of 3,569 additional housing units in unincorporated Marin County by 2031 within the Regional Housing Needs Allocation (RHNA) plan. This number is 907 units shy of what Marin County had deemed as the total buildout for unincorporated Marin County. Of those 3,569 units, 720<sup>14</sup> of those have sites identified for development within the unincorporated spaces in North Marin Water District’s jurisdictional boundary. The additional housing unit mandates for the City of Novato is a total of 2,090<sup>15</sup>.

Assuming that within the District’s service area in both unincorporated and incorporated spaces, the total number of housing units (2,810) was constructed, this would lead to an increase in the

<sup>11</sup> Total number is based on the sum total of the 14 Census tracts that comprise the District’s eastern service area.

<sup>12</sup> Total number is based on the sum total of the 3 census block groups and 7 census blocks that comprise the District’s western service area.

<sup>13</sup> [Marin County U.S. Census Bureau Data](#)

<sup>14</sup> [Marin County Housing Element Update 6<sup>th</sup> Cycle 2023-2031 pg. 104 and 105](#)

<sup>15</sup> [ABAG Final RHNA Plan](#)

population of 6,744<sup>16</sup>. The District projects a population increase within its Urban Water Management Plan (UWMP) of 6,043 between 2025 and 2045. Utilizing the baseline of the gallons per capita per day that the District reported in 2020 (119<sup>17</sup>), the projected 6,043 inhabitants in 2045 would add a demand of approximately 586 acre-feet of water annually. If this amount were to be added to 2020's usage total of 8,194 acre-feet, it would amount to 8,780 acre-feet, which is 5.65% less than the District's 10-year average annual demand between 2010 and 2020 of 9,305 acre-feet.

## 6.5 MUNICIPAL SERVICES

### Potable Water

The North Marin Water District provides retail potable water services through a combination of its own as well as contracted supply, treatment, storage, and distribution facilities, including the importing of water from sources in Sonoma County. As the District's potable water services are distinctly geographically separated, there are two separate water systems that are managed in Novato and West Marin (including Point Reyes Station). The Novato distribution system spans approximately 317 miles while the West Marin distribution network is approximately 24 miles. Due to the District's separate water systems, each will be described separately.

NMWD's primary potable water supplies for the Novato system are drawn from the Russian River and secured through an agreement with the Sonoma County Water Agency (SCWA).<sup>18</sup> The agreement provides the District with a maximum annual allocation of 14,100 acre-feet of treated potable water drawn from underflow of the Russian River. NMWD is enabled through a cost-sharing arrangement with SCWA and other regional contractors to divert, treat, and convey water from the Russian River through a series of aqueducts, pipelines, and pumps, that span approximately 30 miles before connecting to NMWD's distribution system. NMWD is authorized to receive upwards of 64.1 acre-feet in a single day. During FY 2022-23, the District received 4,033 acre-feet<sup>19</sup> of Russian River water, down from 5,787 acre-feet in FY 2021-22.

The Novato system's additional surface supplies are drawn from Stafford Lake which collects the runoff from the Novato Creek watershed. The lake has a total capacity of 4,450 acre-feet. The District maintains two separate post-1914 appropriative rights to draw water from Novato Creek. These appropriative rights allow NMWD to divert and use up to 8,454 acre-feet annually directly from Novato Creek. The water from Stafford Lake is conveyed to NMWD's treatment facility, the Stafford Lake Water Treatment Plant (STP), which operates seasonally and most frequently during the summer months to help offset demands on pre-treated water imported from the SCWA. While typically conveyed from Stafford Lake to STP via gravity, pumps are available to assist in moving the water if necessary. The plant's daily treatment capacity is 18.41

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<sup>16</sup> Projected population is calculated based on applying the average captured from the 2020 Census for Marin County of 2.4 persons per household to the total estimated in new housing.

<sup>17</sup> [This number is the amount of both potable and raw water demand.](#) (UWMP pg. 28)

<sup>18</sup> Agreement runs through 2037.

<sup>19</sup> [FY 23 CAFR pg. 4](#)

acre-feet. In FY 2022-23, 516 acre-feet of water were produced by the Stafford Lake Water Treatment Plant.

The Distribution system for NMWD's Novato water system consists of approximately 317 miles of mains and overlays four connected pressure zones that jointly cover a 400-foot range in elevation between service connections. The main pressure zone is Zone 1, which covers most of the City of Novato and the area along Highway 101 on both sides of the freeway and contains the majority of the lower elevations. Zone 2 serves elevations between 60 and 200 feet. Zone 3 serves elevations between 200 and 400 feet, and Zone 4 serves elevations above 400 feet. The distribution system relies on gravity pressure for recharge from 31 storage tanks that collectively hold approximately 37.3 million gallons, which is more than three times the peak day use in FY 2022-23. There are 25 pump stations throughout the Novato system with six located in Zone 1, 13 in Zone 2, and 4 in Zone 3. Approximately 90% of the Novato system's connections are located within Zones 1 and 2. The Novato system has 31 potable water storage tanks that combine for a total of 37,401,500 gallons.

The Novato system has a total of 20,853 active water service connections as of the term of this study, with 19,018 of those being residential. There has been a total increase of 101 service connections (0.49%) since 2018. The 10-year average of billed water consumption for the Novato system (FY 13/14 – FY 22/23) is 7,365 acre-feet<sup>20</sup>.

The potable water supplies for the West Marin service area (often referred to as Point Reyes Station system) are primarily drawn from two groundwater well locations that access underflow from Lagunitas Creek. The first and original well location is on land previously owned<sup>21</sup> by the United States Coast Guard at 101 Commodore Webster Drive in Point Reyes Station and consists of two active wells. These wells, termed as Coast Guard #2 and Coast Guard #4 (and collectively referred to as Coast Guard Wells), are each drilled to approximately 60 feet and outfitted by 30 horsepower pumps that push water to the nearby Point Reyes Water Treatment Plant. Well #2 has a capacity of 250 gallons per minute and Well #4 has a capacity of 300 gallons per minute.

In addition to these two wells, the District also has two additional permitted wells at a location further upstream of Lagunitas Creek located on the Gallagher Ranch. Gallagher Well #1 was drilled in 1993 and Gallagher Well #2 was drilled in 2022 and began fully operating in November of 2022. As opposed to the Coast Guard Wells, the Gallagher Wells are located upstream of typical flooding and tidal reach which keeps them from experiencing the same levels of periodic salinity intrusion. While the addition of Gallagher Well #2 gives the District a source of additional water, it does not increase the amount that it is permitted to draw annually. All of the Point Reyes Station system permit capacities are garnered through post-1914 appropriated rights<sup>22</sup>. The Point Reyes Station service area had an approximate annual usage of 230 acre-feet

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<sup>20</sup> NMWD FY 23-24 Budget; Pg. 3

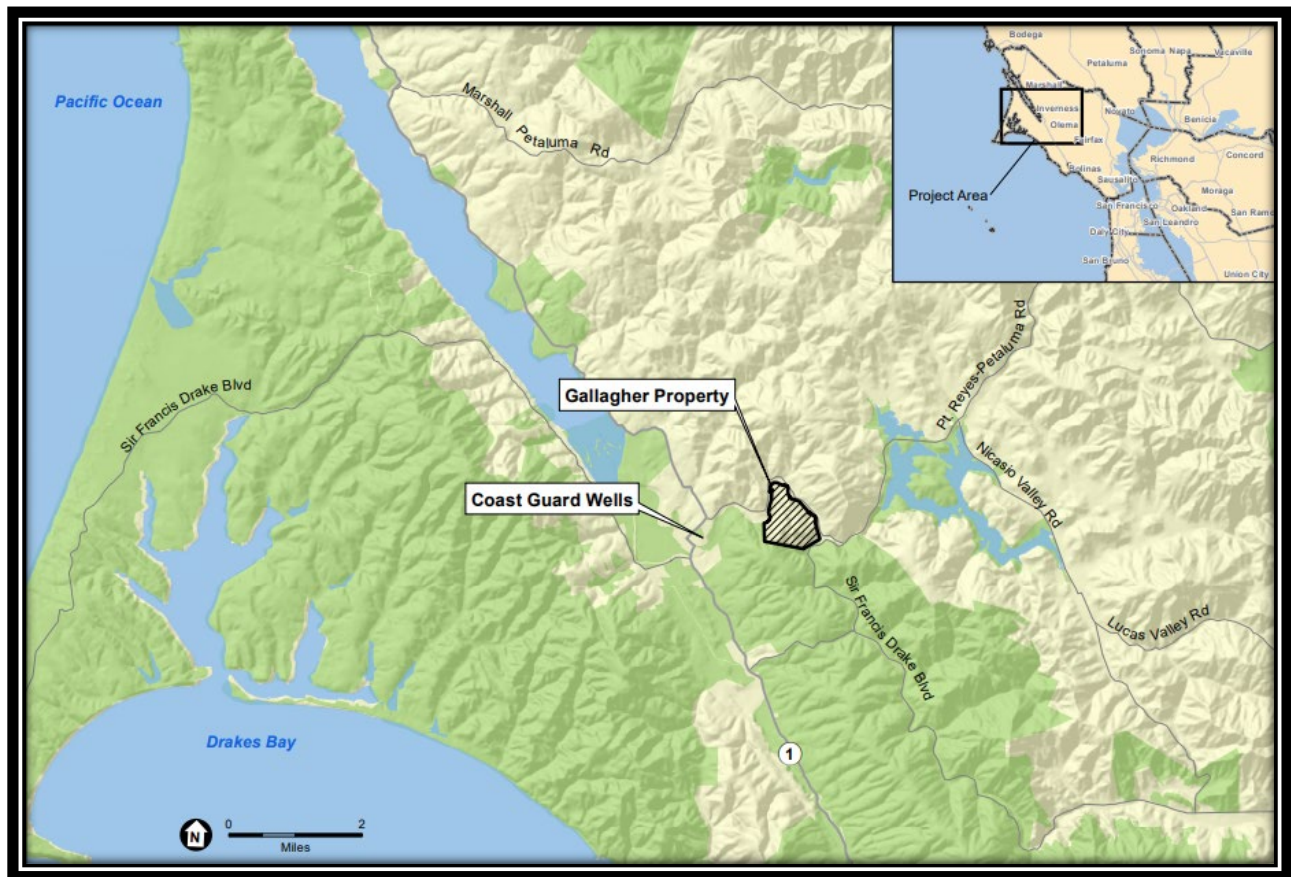
<sup>21</sup> This land was purchased by the County of Marin in 2019

<sup>22</sup> NMWD holds three active water rights for underflow from Lagunitas Creek. License No. 4324B allows NMWD to divert 0.67 cubic feet per second (producing a daily max of 1.11 acre-feet) with a maximum annual use of 148.8

over the course of the study window. A map of the vicinities of the wells can be seen below in Figure 6-2.

To meet water demand in dry years when water cannot be diverted from Lagunitas Creek, the District uses a water exchange with Marin Municipal Water District (MMWD) as established in the 2014 Intertie Agreement. Under the Intertie Agreement, stored water can be released by MMWD into Lagunitas Creek from Kent Lake in exchange for compensation by NMWD. The existing Intertie Agreement between the two districts runs through 2040 and provides for a maximum of 250 acre-feet to be exchanged annually.

**Figure 6-2: NMWD Point Reyes Station System Overview**



acre-feet each year at its well sites between May 1st and November 1st. Permits No. 19724 and No. 19725 are year round allowances, although are classified as junior rights and therefore not available between July and October during dry-years. Permit No. 19724 allows NMWD to divert up to 0.699 cubic feet per second (producing a daily max of 1.15 acre-feet) with a maximum annual use of 212.7 acre-feet. Permit No. 19725 allows NMWD to divert up to 0.961 cubic feet per second (producing a daily max of 1.59 acre-feet) with a maximum annual use of 292.5 acre feet. Together Permits No. 19724 and 19725 allows NMWD to collectively divert an additional divert up to 505.2 acre-feet each year from January 1st to December 31st at its well sites. These latter two permits, however, are conditioned to prohibit diversions between July and October in “dry-years”.

All of the raw potable water drawn from the Point Reyes Station System surface source receives treatment at the Point Reyes Treatment Plant. The plant was originally constructed in 1970 and received its most recent significant upgrades in 2007. The treatment plant has a daily treatment capacity maximum total of 2.1 acre-feet. The distribution system for the system is made up of approximately 24 miles of mains and overlays five connected pressure zones: Point Reyes Station, Bear Valley, Inverness Park, Paradise Ranch Estates, and Olema. The Paradise Ranch Estates pressure zone has 3 subzones. These zones cover roughly a 1,000-foot range in elevation between service connections. The distribution system relies on gravity pressure for recharge from storage tanks that collectively hold 3.2 acre-feet. There are a total of 6 pump stations that serve the Olema, Bear Valley, Inverness Park, and Paradise Ranch Estates zones. The well pumps provide the pressure for the Point Reyes Zone as it is at the lowest elevation. The West Marin service area has a total of 13 storage tanks with a combined capacity of 1,109,500 gallons.

Approximately 65% of the Point Reyes Station system's service connections are located within the Point Reyes Station zone. At the end of fiscal year 2023, the District had a total of 800 service connections in the Point Reyes Station System. 701 of the connections are residential. The system saw an increase of 9 total new connections over the past five years. Over the past 10 fiscal years (FY 13/14 – FY 22/23) the billed water consumption average for the West Marin system was approximately 200 acre feet.<sup>23</sup>

## Recycled Water

NMWD began providing tertiary treated recycled water services in 2007 with the construction of its own treatment facility, Deer Island. The treatment facility has a capacity of 500,000 gallons per day and initially provided service to the Stonetree Golf Course in Blackpoint for irrigation purposes. The facility receives secondary treated supplies from the Novato Sanitary District's wastewater treatment facility before NMWD completes the tertiary process. In 2013, the District increased its supplies with tertiary supplies that directly tie in to the District's distribution system from the Las Gallinas Valley Sanitary District and the Novato Sanitary District. The Novato Sanitary District source is capable of producing up to 1.7 million gallons per day, and the Las Gallinas Valley Sanitary District source is capable of producing 600,000 gallons per day. There are three storage tanks for the recycled water system that total 1,500,000 gallons.

The recycled water system consists of two distribution systems with a North/Central system that is supplied by the Novato Sanitary District and the South system that is supplied by the Las Gallinas Valley Sanitary District. The Deer Island facility can also supply the northern portion of the North/Central system. The north service area has recycled water conveyed from the Deer Island facility to the Stonetree Golf Course and the Novato Fire Department. The south service area has recycled water conveyed from the LGVSD recycled water facility to landscape irrigation customers. The central service area has recycled water conveyed from NSD's Davidson Street treatment plant to private and public landscape irrigation customers, including homeowner associations, Marin Country Club, and Vintage Oaks Shopping Center. As of the

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<sup>23</sup> NMWD FY 23-24 Budget; pg 9



writing of this study, the District had 102 recycled water service connections and an average annual demand of approximately 236 million gallons over the past 5 years.

## Wastewater

North Marin Water District provides wastewater services Oceana Marin subdivision. The area, originally developed in the 1960s, is now approximately one square mile and is comprised of 251 lots with 235 dwellings. The area resides adjacent to the north of the unincorporated community of Dillon Beach. The potable water within this area of the District is provided by Estero Mutual Water and California Water Service Company. The community’s wastewater facilities consist of approximately 5 miles of gravity sewer pipe and .75 miles of force mains. All sewage is pumped to a wastewater treatment facility consisting of a treatment pond and a storage pond. The treated effluent from these ponds is applied to the land via subsurface disposal. The public sewer mains are comprised of approximately 60% asbestos cement pipes (ACP), which was a common sewer and water pipeline material in the 1960s and 1970s when the development’s construction was completed.

The District contracts with Roy’s Sewer Service for system maintenance and sewer system overflow (SSO) response. If Roy’s is unavailable to respond, the District has an agreement with the Novato Sanitary District for supplemental aid. Within the course of the study window, the Oceana Marin wastewater system experienced two SSOs with a total volume of 3,859 gallons.<sup>24</sup>

## 6.6 ORGANIZATION STRUCTURE

### Board of Directors

The North Marin Water District has been governed since its formation as an independent special district with registered voters comprising a five-member governing board. This governing board had always been elected on an at-large basis up until 2019 when the District transitioned to a division-based election system in which each board member is elected by a specific division within the District. District elections are held in November of even-numbered years to coincide with the State’s general elections. Elections are staggered with divisions 2, 3, and 4 being held in one year and divisions 1 and 5 two years later. All directors are required to live within and be registered voters in the division that they seek election for. The Board of Directors maintains current certificates for the AB 1234 Ethics Training Compliance that can be viewed on the District’s website.

**Table 6-3: North Marin Water District Board of Directors**

| Member           | Position       | Term Expiration |
|------------------|----------------|-----------------|
| Ken Eichstaedt   | Director       | December 2024   |
| Rick Frait       | Director       | December 2026   |
| Jack Baker       | President      | December 2024   |
| Michael Joly     | Vice-President | December 2024   |
| Stephen Petterle | Director       | December 2024   |

<sup>24</sup> [NMWD SSMP pg. 101](#)

## Administration

The Board of Directors of NMWD appoints a General Manager who serves on an at-will basis to oversee all District activities. The General Manager oversees 58 full-time equivalent employees which are divided into four personnel divisions: Administrative/Finance, Engineering, Construction, and Operations.

## 6.7 ACCOUNTABILITY AND TRANSPARENCY

The North Marin Water District provides the public with information and documentation on its website in an effort to maintain high accountability and transparency in all its activities. The [NMWD website](#) provides information on Board meetings, financial reports, services, history, water conservation, water rates, and more. At this time the District is meeting all of the requirements by the State of California for a public agency website.

## Meetings and Agendas

The Board of Directors meets regularly on the 1<sup>st</sup> and 3<sup>rd</sup> Tuesday of each month at 4:00 p.m. at the NMWD District Headquarters located at 100 Wood Hollow Drive, Suite 300, in Novato. Special meetings are held as needed to go over specific topics that require board discussion/approval outside of the regular meeting schedule. Meeting agendas and minutes can be found on the [NMWD website](#).

## 6.8 FINANCIAL OVERVIEW

### Budget and Financials

The District's primary source of annual revenue is water sales, which averaged 68% of total operating revenues throughout the course of this study window. Supplementing the remainder of the annual operating revenues are service charges (27%), sewer service charges (1%), and Other charges and services (2%). The District also receives a small amount of non-operating revenues such as limited property tax<sup>25</sup> and investment earnings, among other things. Operating revenues account for approximately 95% of the District's annual total revenues.

On June 20, 2023, NMWD's Board of Directors approved significant changes to customer water rates, fees, and charges that took effect on July 1, 2023. The rate changes were originally developed in partnership with an independent rate consultant who performed a cost-of-service analysis in 2020. While the study recommended a rate increase of 5% for the fiscal year 2023/24, the District's Board adopted an increase for the year of 9.5%<sup>26</sup> for the Novato system based upon three key assumptions/projections:

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<sup>25</sup> A small portion of the City of Novato's property tax is allocated to NMWD. NMWD does not receive property tax from any other properties in the NMWD boundary outside of Novato.

<sup>26</sup> This increase also included a 5.3% increase for recycled water (rate of inflation at time of budget preparation for FY 23/24) with a recommended increase of 6% for FY 24/25 through FY 27/28.

1. The anticipation of an increase of 12.5% from Sonoma County Water Agency, the District's main water supplier, with the expectation of future increases of approximately 11% and a tentatively planned rate increase for FY 2024-25 of 11.74%.
2. The 2020 rate study factored an assumed inflationary rate of 3%, which is significantly lower than is being experienced.
3. Lower water consumption than was anticipated in the study due to significant conservation efforts due to the recent drought has led to a drop in water sales that was not forecasted in the report.

The District primarily relies on two main charges billed bi-monthly: service charge and usage charge. The service charge is fixed based on meter size and intended to contribute towards recovering the majority of the District's fixed costs such as billing, meter reading and maintenance, facility maintenance, and administrative support. The updated rate for the Novato System service charge assigns a bi-monthly charge of \$51<sup>27</sup> for the majority of users within the system. This is the realized increase from the prior bi-monthly charge of \$46.58. The approved increase equates to an average of \$12 per month more for the majority of residential users to their bi-monthly service charges. The usage charge applies tier format to an escalating rate based on consumption in three different elevation zones to cover day-to-day operating costs. Projections for future revenues and expenditures show the necessitation of an additional increase of 8.5% in FY 24/25, 8% in FY 25/26, 7% in FY 26/27, and 7% in FY 27/28.<sup>28</sup>

At the same meeting (June 20, 2023), the NMWD Board of Directors approved an increase of 6% for water rates for the West Marin system that went into effect on July 1, 2023. The District followed the recommendation proposed in the 2021 West Marin Rate Study and noted that as West Marin is not reliant on the imported water from SCWA, they are not impacted by the increase in costs of the imported water in the same manner that the Novato system users are. The West Marin system also operates with a service charge and usage charge. The majority of customers saw an increase in their service charges from \$45.15 to \$47.86.

The Board also adopted an increase of 6% for the Oceana Marin Sewer system at the June 20, 2023 meeting. The increase added \$78 annually for each equivalent dwelling unit, raising the annual charge from \$1,296 to \$1,374. Projections call for additional 6% increases in each of the following 5 fiscal years. The increases are primarily focused on funding the approximately \$2.4 million in capital improvements planned for the system over the next 5 years.

The primary annual operating expense for the District comes in the form of imported water supply (approximately 25%), followed by depreciation (22%) general and administrative (18%), water treatment (11%), and water transmission and distribution (14%). The District also maintains a robust Capital Improvement Program that aids in the planning of significant infrastructure improvements over the course of the upcoming five fiscal years. The District's current plan includes projects with a total cost (both internally funded and loan/grant funded) of \$33,885,000. The total projected operating expenditures for the District for FY 2023-24 totaled

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<sup>27</sup> Recycled water fixed charge increased to a bi-monthly assessment of \$57.71.

<sup>28</sup> [NMWD Budget FY 23/24 pg. 20](#)

\$20,864,000. The average year-end operating revenues for the NMWD over the past 5 audited years has been \$23,756,029. The District realized an average annual increase in Net Position of \$3,370,608 over the course of the study window. A breakdown of the past 5 audited years of operating revenues and expenses can be seen below in Table 6-4.

**Table 6-4: NMWD Financial Information**

| Revenue                             | FY 2018-19   | FY 2019-20   | FY 2020-21   | FY 2021-22   | FY 2022-23   | Averages     |
|-------------------------------------|--------------|--------------|--------------|--------------|--------------|--------------|
| <b>Water Consumption Sales</b>      | \$16,337,171 | \$18,194,168 | \$19,546,611 | \$16,405,015 | \$16,537,824 | \$17,404,158 |
| <b>Monthly Meter Service Charge</b> | \$4,810,296  | \$4,968,620  | \$5,210,162  | \$6,517,572  | \$7,017,426  | \$5,704,815  |
| <b>Sewer Service Charge</b>         | \$252,720    | \$264,372    | \$276,360    | \$290,460    | \$304,560    | \$277,694    |
| <b>Other Charges and Services</b>   | \$372,059    | \$369,761    | \$345,402    | \$374,734    | \$384,901    | \$277,694    |
| <b>Total Revenues</b>               | \$21,772,246 | \$23,796,921 | \$25,378,535 | \$23,587,731 | \$24,244,711 | \$23,756,029 |

| Expenses                               | FY 2018-19   | FY 2019-20   | FY 2020-21   | FY 2021-22   | FY 2022-23   | Averages     |
|--|--------------|--------------|--------------|--------------|--------------|--------------|
| <b>Source of Supply</b>                | \$5,492,324  | \$7,096,645  | \$8,624,268  | \$6,450,873  | \$5,001,982  | \$6,533,218  |
| <b>Pumping</b>                         | \$458,594    | \$646,366    | \$642,477    | \$522,717    | \$493,027    | \$552,636    |
| <b>Water Facilities Operations</b>     | \$993,209    | \$1,176,833  | \$1,218,090  | \$1,385,267  | \$678,573    | \$1,090,394  |
| <b>Water Treatment</b>                 | \$2,131,166  | \$2,647,688  | \$1,917,786  | \$2,588,135  | \$2,353,464  | \$2,327,648  |
| <b>Transmission and Distribution</b>   | \$3,301,629  | \$3,560,513  | \$3,623,201  | \$4,556,025  | \$2,913,847  | \$3,591,043  |
| <b>Sewage Collection and Treatment</b> | \$127,513    | \$145,183    | \$185,533    | \$219,023    | \$220,375    | \$179,525    |
| <b>Customer Service</b>                | \$510,341    | \$534,552    | \$470,411    | \$501,005    | \$386,333    | \$480,528    |
| <b>General and Administrative</b>      | \$3,007,301  | \$3,201,515  | \$3,658,893  | \$4,877,009  | \$3,499,861  | \$3,648,916  |
| <b>Water Conservation</b>              | \$349,415    | \$398,010    | \$396,414    | \$563,288    | \$320,597    | \$405,545    |
| <b>Depreciation and Amortization</b>   | \$3,451,155  | \$3,366,216  | \$3,887,096  | \$4,023,236  | \$4,523,906  | \$3,850,322  |
| <b>Total</b>                           | \$19,822,647 | \$22,773,521 | \$24,624,169 | \$25,686,578 | \$20,391,965 | \$22,659,775 |

## Debt

As of June 30, 2023, NMWD had a total long-term debt outstanding of \$45.1 million, which was a decrease of \$3.7 million from the prior year. The District’s current debts are as follows:

- Enterprise Vehicle Lease – 2023 Balance: \$397,580
- 100 Wood Hollow Structure Lease – 2023 Balance: \$43,972
- Buck Institute Structure Lease – 2023 Balance: \$22,869

- 2004 DWR Loan – 2023 Balance: \$5,806,044
- 2011 Bank of Marin Loan – 2023 Balance: \$3,490,933
- 2018 JP Morgan Chase Loan – 2023 Balance: \$3,275,000
- 2022 Webster Bank Loan – 2023 Balance: \$19,120,331
- 2006 SWRCB Loan – 2023 Balance: \$1,030,881
- 2011/12 SWRCB Loans – 2023 Balance: \$5,259,962
- 2016 SWRCB Loan – 2023 Balance: \$6,073,389
- 2012 Bank of Marin Loan – 2023 Balance: \$512,431

The second source of debt for the District comes in the form of a pension plan for employees that is part of the California Public Employees Retirement System (CalPERS). CalPERS provides retirement, disability, and death benefits based on the employee’s years of service, age, and final compensation. As of June 30, 2023, the NMWD Net Pension Liability was \$17,178,160<sup>29</sup>. The NMWD pension-funded ratio was approximately 68.8%<sup>30</sup> at that measurement date. In addition to the pension plan, NMWD provides other post-employment benefits (OPEB) to its retirees. As of June 30, 2023, the District carried a Total OPEB Liability total of \$4,287,222. The District currently has 91 employees, both active and inactive, in their OPEB plan. Future pension costs for new employees have been reduced by fully implementing the California Public Employees’ Pension Reform Act (PEPRA). As of 2023, the majority of the District’s staff fall under PEPRA requirements.

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<sup>29</sup> [NMWD 2023 ACFR; pg. 54](#)

<sup>30</sup> [CalPERS Summary of Valuation Results](#)

8

**MEMORANDUM**

To: Board of Directors  
From: Tony Williams, General Manager *TW*  
Ryan Grisso, Water Conservation Coordinator *RG*  
Subject: Annual Water Supply Demand Assessment  
V:\Memos to Board\Annual Water Supply Demand Assessment 23\_24.doc

May 21, 2024

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

As part of the District's adopted 2020 Urban Water Management Plan Update for the Novato Service Area, a Water Shortage Contingency Plan (WSCP) was developed to serve as a flexible framework of planned response measures to mitigate future water supply shortages. As a result of the 2018 State Legislation, "Making Water Conservation a California Way of Life", the State is mandating each urban water supplier to submit to the state Department of Water Resources (DWR) an annual water shortage assessment report with information on anticipated shortage, triggered shortage response actions, compliance and enforcement actions, and communication actions as described in the WSCP, formally now called an Annual Water Supply Demand Assessment (AWSDA). This report compares unconstrained demand projections to available supply projections for each upcoming July to June year to identify any water supply shortfalls, if any, triggering implementation of an appropriate stage of the WSCP if such a shortfall was projected. The WSCP is available on the District's website: [https://nmwd.com/wp-content/uploads/2021/07/WSCP\\_20210629.pdf](https://nmwd.com/wp-content/uploads/2021/07/WSCP_20210629.pdf).

Attached you will find the District's FY 2024/25 AWSDA report that will be submitted to the State by July 1, 2024 (Attachment 1). Unconstrained demand was derived from interpolating the projected demand between 2020 and 2025, for years 2024 and 2025 from the 2020 Urban Water Management Plan (UWMP). In addition, these demands were adjusted to reflect the actual growth in development that the service area is experiencing, which is slightly lower than the projections in the UWMP. The water supply data is provided by Sonoma Water with the remaining amount supplied by Stafford Lake. As expected, there are no water shortages projected for the next year. It is important to note that the projected demand in the report differs from the demand projected in the upcoming rate proposal due to the fact that projected demand contains an estimate of the future demand with continuing or residual conservation practices from the customers (known as demand hardening), similar to the demands we have seen in the years following past droughts; where the unconstrained demand used in the AWSDA is a projected number without the demand hardening affect following the drought period.

The AWSDA report development includes a series of steps leading up to the draft report presented at this meeting. Key staff began internal discussions in January which included review of reservoir levels, water demands to date, and climate forecasts. Regional coordination with Sonoma County Water Agency (Sonoma Water) and the water contractors also began earlier this year at various Technical Advisory Committee meetings culminating in the issuance of a water supply assessment from Sonoma Water in early May 2024. Another element of the District's AWSDA development is consideration of infrastructure capabilities and constraints may affect its ability to deliver supplies to meet expected customer water demands in the coming year. Last year, the Redwood Blvd landslide along the District's North Marin Aqueduct (NMA) had an immediate impact of water supply deliveries from Sonoma Water and highlighted the importance of this component of the AWSDA analysis. There are no immediate infrastructure capabilities or constraints identified for the upcoming year that affect our delivery of water to customers.

#### ATTACHMENT

1. Draft North Marin Water District Draft Annual Water Supply Demand Assessment 24/25



**Table 1. Annual Assessment Information**

| Annual Assessment Information (Required)   |   |
|--|---|
| <b>Year Covered By This Shortage Report</b>  |   |
| Start: July 1,   | 2024  |
| End: June 30,  | 2025  |
| <b>Supplier's Annual Assessment Planning Cycle</b>   |   |
| Start Month:   | July  |
| End Month:   | June  |
| <b>Data Reporting Interval Used:</b>   | Annual                                      |
| <b>Volume Unit for Reported Supply and Demand:</b><br><i>(Must use the same unit throughout)</i> | AF  |
| <b>Water Supplier's Contact Information</b>  |   |
| Water Supplier's Name:   | North Marin Water District                  |
| Contact Name:  | Ryan Grisso                                 |
| Contact Title:   | Water Conservation Coordinator              |
| Street Address:  | P.O. Box 146                                |
| ZIP Code:  | 94948                                       |
| Phone Number:  | (415) 761-8933                              |
| Email Address:   | rgrisso@nmwd.org                            |
| <b>Report Preparer's Contact Information</b><br><i>(if different from above)</i>                 |   |
| Preparer's Organization Name:  |   |
| Preparer's Contact Name:   |   |
| Phone Number:  |   |
| Email Address:   |   |
| <b>Supplier's Water Shortage Contingency Plan</b>  |   |
| <b>WSCP Title</b>  | Water Shortage Contingency Plan 2020 Update |
| <b>WSCP Adoption Date</b>  | 6/15/2021                                   |
| <b>Other Annual Assessment Related Activities (Optional)</b>                                     |   |
| <b>Activity</b>  | <b>Timeline/ Outcomes / Links / Notes</b>   |
| Annual Assessment/ Shortage Report Title:  | Optional                                    |
| Annual Assessment / Shortage Report Approval Date:   | MM/DD/YYYY                                  |
| Other Annual Assessment Related Activities:  | Optional                                    |
| (Add rows as needed)   |   |

|  |                     |
|--|---------------------|
|  | = From prior tables |
|  | = Auto calculated   |

**Table 2: Water Demands<sup>1</sup>**

| Use Type  | Start Year:                        |  | 2024  |     | Volumetric Unit Used <sup>2</sup> : |     |     |     |     |     |     |     |     |     | AF   |                            |
|---|------------------------------------|--|---|-----|-------------------------------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|------|----------------------------|
| <b>Drop-down list</b><br>May select each use multiple times<br>These are the only Use Types that will be recognized by the WUEdata online submittal tool<br>(Add additional rows as needed) | Additional Description (as needed) | Level of Treatment for Non-Potable Supplies<br><b>Drop-down list</b> | Projected Water Demands - Volume <sup>3</sup> |     |                                     |     |     |     |     |     |     |     |     |     |      | Total by Water Demand Type |
|   |                                    |  | Jul   | Aug | Sep                                 | Oct | Nov | Dec | Jan | Feb | Mar | Apr | May | Jun |      |                            |
| <b>Demands Served by Potable Supplies</b>   |                                    |  |   |     |                                     |     |     |     |     |     |     |     |     |     |      |                            |
| All Demands   | (a)                                |  |   |     |                                     |     |     |     |     |     |     |     |     |     | 9572 | 9572                       |
|   |                                    |  |   |     |                                     |     |     |     |     |     |     |     |     |     |      | 0                          |
|   |                                    |  |   |     |                                     |     |     |     |     |     |     |     |     |     |      | 0                          |
|   |                                    |  |   |     |                                     |     |     |     |     |     |     |     |     |     |      | 0                          |
|   |                                    |  |   |     |                                     |     |     |     |     |     |     |     |     |     |      | 0                          |
|   |                                    |  |   |     |                                     |     |     |     |     |     |     |     |     |     |      | 0                          |
|   |                                    |  |   |     |                                     |     |     |     |     |     |     |     |     |     |      | 0                          |
|   |                                    |  |   |     |                                     |     |     |     |     |     |     |     |     |     |      | 0                          |
|   |                                    |  |   |     |                                     |     |     |     |     |     |     |     |     |     |      | 0                          |
| <b>Total by Month (Potable)</b>   |                                    |  | 0   | 0   | 0                                   | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 9572 | 9572                       |
| <b>Demands Served by Non-Potable Supplies</b>   |                                    |  |   |     |                                     |     |     |     |     |     |     |     |     |     |      |                            |
| All Demands   |                                    |  |   |     |                                     |     |     |     |     |     |     |     |     |     | 608  | 608                        |
|   |                                    |  |   |     |                                     |     |     |     |     |     |     |     |     |     |      | 0                          |
|   |                                    |  |   |     |                                     |     |     |     |     |     |     |     |     |     |      | 0                          |
|   |                                    |  |   |     |                                     |     |     |     |     |     |     |     |     |     |      | 0                          |
|   |                                    |  |   |     |                                     |     |     |     |     |     |     |     |     |     |      | 0                          |
|   |                                    |  |   |     |                                     |     |     |     |     |     |     |     |     |     |      | 0                          |
| <b>Total by Month (Non-Potable)</b>   |                                    |  | 0   | 0   | 0                                   | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 608  | 608                        |

Notes:  
 (a) Raw water demand, which is supplied by Stafford Lake, are included in the Potable demand projection.  
 Total annual unconstrained potable and non-potable demand for 2024 are interpolated linearly between 2020 and 2025 demands from DWR Table 4-3 of the 2020 UWMP with a slight adjustment using actual % growth.  
 Total unconstrained demand from the 2020 UWMP was not adjusted as there were:  
 - No significant new developments (i.e. new accounts) that were not considered in the 2020 UWMP projections.  
 - No significant loss of accounts  
 - No other significant factors expected to affect unconstrained demand

<sup>1</sup>Projections are based on best available data at time of submitting the report and actual demand volumes could be different due to many factors.  
<sup>2</sup>Units of measure (AF, CCF, MG) must remain consistent.  
<sup>3</sup>When opting to provide other than monthly volumes (bi-monthly, quarterly, or annual), please see directions on entering data for Projected Water Demand in the Table Instructions.

| Optional (for comparison purposes) | Jul | Aug | Sep | Oct | Nov | Dec | Jan | Feb | Mar | Apr | May | Jun | Total |
|------------------------------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-------|
| Last year's total demand           |     |     |     |     |     |     |     |     |     |     |     |     | 0     |
| Two years ago total demand         |     |     |     |     |     |     |     |     |     |     |     |     | 0     |
| Three years ago total demand       |     |     |     |     |     |     |     |     |     |     |     |     | 0     |
| Four years ago total demand        |     |     |     |     |     |     |     |     |     |     |     |     | 0     |

|  |                     |
|--|---------------------|
|  | = From prior tables |
|  | = Auto calculated   |

**Table 3: Water Supplies<sup>1</sup>**

| Water Supply   |                                   | Start Year:                                    | 2024 |     | Volumetric Unit Used <sup>2</sup> : |     |      |      |      |     |     |     |     |                            | AF   |      | Water Quality<br><br>Drop-down List | Total Right or Safe Yield* (optional) |
|--|-----------------------------------|--|------|-----|-------------------------------------|-----|------|------|------|-----|-----|-----|-----|----------------------------|------|------|-------------------------------------|---------------------------------------|
| Drop-down List<br>May use each category multiple times. These are the only water supply categories that will be recognized by the WUEdata online submittal tool<br>(Add additional rows as needed) | Additional Detail on Water Supply | Projected Water Supplies - Volume <sup>3</sup> |      |     |                                     |     |      |      |      |     |     |     |     |                            |      |      |                                     |                                       |
|  |                                   | Jul  | Aug  | Sep | Oct                                 | Nov | Dec  | Jan  | Feb  | Mar | Apr | May | Jun | Total by Water Supply Type |      |      |                                     |                                       |
| <b>Potable Supplies</b>  |                                   |  |      |     |                                     |     |      |      |      |     |     |     |     |                            |      |      |                                     |                                       |
| Purchased/Imported Water   | SCWA                              |  |      |     |                                     |     |      |      |      |     |     |     |     |                            | 8572 | 8572 |                                     |                                       |
| Surface water (not desal.)   | Stafford Lake                     |  |      |     |                                     |     |      |      |      |     |     |     |     |                            | 1000 | 1000 |                                     |                                       |
|  |                                   |  |      |     |                                     |     |      |      |      |     |     |     |     |                            |      | 0    |                                     |                                       |
|  |                                   |  |      |     |                                     |     |      |      |      |     |     |     |     |                            |      | 0    |                                     |                                       |
|  |                                   |  |      |     |                                     |     |      |      |      |     |     |     |     |                            |      | 0    |                                     |                                       |
|  |                                   |  |      |     |                                     |     |      |      |      |     |     |     |     |                            |      | 0    |                                     |                                       |
|  |                                   |  |      |     |                                     |     |      |      |      |     |     |     |     |                            |      | 0    |                                     |                                       |
|  |                                   |  |      |     |                                     |     |      |      |      |     |     |     |     |                            |      | 0    |                                     |                                       |
|  |                                   |  |      |     |                                     |     |      |      |      |     |     |     |     |                            |      | 0    |                                     |                                       |
| <b>Total by Month (Potable)</b>  |                                   | 0  | 0    | 0   | 0                                   | 0   | 0    | 0    | 0    | 0   | 0   | 0   | 0   | 0                          | 9572 | 9572 |                                     | 0                                     |
| <b>Non-Potable Supplies</b>  |                                   |  |      |     |                                     |     |      |      |      |     |     |     |     |                            |      |      |                                     |                                       |
| Recycled Water   |                                   |  |      |     |                                     |     |      |      |      |     |     |     |     |                            | 608  | 608  |                                     |                                       |
|  |                                   |  |      |     |                                     |     |      |      |      |     |     |     |     |                            |      | 0    |                                     |                                       |
|  |                                   |  |      |     |                                     |     |      |      |      |     |     |     |     |                            |      | 0    |                                     |                                       |
|  |                                   |  |      |     |                                     |     |      |      |      |     |     |     |     |                            |      | 0    |                                     |                                       |
|  |                                   |  |      |     |                                     |     |      |      |      |     |     |     |     |                            |      | 0    |                                     |                                       |
|  |                                   |  |      |     |                                     |     |      |      |      |     |     |     |     |                            |      | 0    |                                     |                                       |
| <b>Total by Month (Non-Potable)</b>  |                                   | 0  | 0    | 0   | 0                                   | 0   | 0.00 | 0.00 | 0.00 | 0   | 0   | 0   | 0   | 0                          | 608  | 608  |                                     | 0                                     |

Notes: The District will utilize Sonoma County Water Agency (SCWA) water to meet the customer's demand and supplement the remaining demand with Stafford Lake surface water, and the projected Stafford Lake supply is 1,000 AF. Projected supply from SCWA provided by SCWA on May 6, 2024. The District makes up roughly 15.5% of SCWA's retailer unconstrained demand with an estimated share of SCWA projected supply at 8,572 AF. The District does not anticipate a reduction in recycled water supply, as recycled water is a "drought proof" supply. Therefore the available recycled water supply is assumed to be equal to the unconstrained demand presented in Table 2.

<sup>1</sup>Projections are based on best available data at time of submitting the report and actual supply volumes could be different due to many factors.  
<sup>2</sup>Units of measure (AF, CCF, MG) must remain consistent.  
<sup>3</sup>When opting to provide other than monthly volumes (bi-monthly, quarterly, or annual), please see directions on entering data for Projected Water Supplies in the Table Instructions.

| Optional (for comparison purposes) | Jul | Aug | Sep | Oct | Nov | Dec | Jan | Feb | Mar | Apr | May | Jun | Total |
|------------------------------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-------|
| eAR Reported Total Water Supplies  |     |     |     |     |     |     |     |     |     |     |     |     | 0     |

|  |                     |  |
|--|---------------------|--|
|  | = Auto calculated   |  |
|  | = From prior tables |  |
|  | = For manual input  |  |

| Table 4(P): Potable Water Shortage Assessment <sup>1</sup> | Start Year: 2024 |         |         |         |         |         | Volumetric Unit Used <sup>2</sup> : |         |         |         |         |                  | AF      |  |
|--|------------------|---------|---------|---------|---------|---------|-------------------------------------|---------|---------|---------|---------|------------------|---------|--|
|  | Jul              | Aug     | Sep     | Oct     | Nov     | Dec     | Jan                                 | Feb     | Mar     | Apr     | May     | Jun <sup>3</sup> | Total   |  |
| Anticipated Unconstrained Demand                           | 0.0              | 0.0     | 0.0     | 0.0     | 0.0     | 0.0     | 0.0                                 | 0.0     | 0.0     | 0.0     | 0.0     | 9572.0           | 9572.00 |  |
| Anticipated Total Water Supply                             | 0.0              | 0.0     | 0.0     | 0.0     | 0.0     | 0.0     | 0.0                                 | 0.0     | 0.0     | 0.0     | 0.0     | 9572.0           | 9572.00 |  |
| Surplus/Shortage w/o WSCP Action                           | 0.0              | 0.0     | 0.0     | 0.0     | 0.0     | 0.0     | 0.0                                 | 0.0     | 0.0     | 0.0     | 0.0     | 0.0              | 0.0     |  |
| % Surplus/Shortage w/o WSCP Action                         | #DIV/0!          | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0!                             | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0! | 0%               | 0%      |  |
| <b>State Standard Shortage Level</b>                       | #DIV/0!          | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0!                             | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0! | 0                | 0       |  |
| Planned WSCP Actions                                       |                  |         |         |         |         |         |                                     |         |         |         |         |                  |         |  |
| Benefit from WSCP: Supply Augmentation                     |                  |         |         |         |         |         |                                     |         |         |         |         | 0.0              | 0.0     |  |
| Benefit from WSCP: Demand Reduction                        |                  |         |         |         |         |         |                                     |         |         |         |         | 0.0              | 0.0     |  |
| Revised Surplus/Shortage with WSCP                         | 0.0              | 0.0     | 0.0     | 0.0     | 0.0     | 0.0     | 0.0                                 | 0.0     | 0.0     | 0.0     | 0.0     | 0.0              | 0.0     |  |
| % Revised Surplus/Shortage with WSCP                       | #DIV/0!          | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0!                             | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0! | 0%               | 0%      |  |

<sup>1</sup>Assessments are based on best available data at time of submitting the report and actual volumes could be different due to many factors.

<sup>2</sup>Units of measure (AF, CCF, MG) must remain consistent.

<sup>3</sup>When optional monthly volumes aren't provided, verify Tables 2 and 3 use the same columns for data entry and are reflected properly in Table 4 and make sure to use those same columns to enter the benefits from Planned WSCP Actions. Please see directions on the shortage balancing exercise in the Table Instructions. If a shortage is projected, the supplier is highly recommended to perform a monthly analysis to more accurately identify the time of shortage.

|  |                     |  |
|--|---------------------|--|
|  | = Auto calculated   |  |
|  | = From prior tables |  |
|  | = For manual input  |  |

| Table 4(NP): Non-Potable Water Shortage Assessment <sup>1</sup> | Start Year: 2024 |         |         |         |         |         | Volumetric Unit Used <sup>2</sup> : |         |         |         |         |                  | AF     |  |
|---|------------------|---------|---------|---------|---------|---------|-------------------------------------|---------|---------|---------|---------|------------------|--------|--|
|   | Jul              | Aug     | Sep     | Oct     | Nov     | Dec     | Jan                                 | Feb     | Mar     | Apr     | May     | Jun <sup>3</sup> | Total  |  |
| Anticipated Unconstrained Demand: Non-Potable                   | 0.0              | 0.0     | 0.0     | 0.0     | 0.0     | 0.0     | 0.0                                 | 0.0     | 0.0     | 0.0     | 0.0     | 608.0            | 608.00 |  |
| Anticipated Total Water Supply: Non-Potable                     | 0.0              | 0.0     | 0.0     | 0.0     | 0.0     | 0.0     | 0.0                                 | 0.0     | 0.0     | 0.0     | 0.0     | 608.0            | 608.0  |  |
| Surplus/Shortage w/o WSCP Action: Non-Potable                   | 0.0              | 0.0     | 0.0     | 0.0     | 0.0     | 0.0     | 0.0                                 | 0.0     | 0.0     | 0.0     | 0.0     | 0.0              | 0.0    |  |
| % Surplus/Shortage w/o WSCP Action: Non-Potable                 | #DIV/0!          | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0!                             | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0! | 0%               | 0%     |  |
| Planned WSCP Actions  |                  |         |         |         |         |         |                                     |         |         |         |         |                  |        |  |
| Benefit from WSCP: Supply Augmentation                          |                  |         |         |         |         |         |                                     |         |         |         |         | 0.0              | 0.0    |  |
| Benefit from WSCP: Demand Reduction                             |                  |         |         |         |         |         |                                     |         |         |         |         | 0.0              | 0.0    |  |
| Revised Surplus/Shortage with WSCP                              | 0.0              | 0.0     | 0.0     | 0.0     | 0.0     | 0.0     | 0.0                                 | 0.0     | 0.0     | 0.0     | 0.0     | 0.0              | 0.0    |  |
| % Revised Surplus/Shortage with WSCP                            | #DIV/0!          | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0!                             | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0! | 0%               | 0%     |  |

<sup>1</sup>Assessments are based on best available data at time of submitting the report and actual volumes could be different due to many factors.

<sup>2</sup>Units of measure (AF, CCF, MG) must remain consistent.

<sup>3</sup>When optional monthly volumes aren't provided, verify Tables 2 and 3 use the same columns for data entry and are reflected properly in Table 4 and make sure to use those same columns to enter the benefits from Planned WSCP Actions. Please see directions on the shortage balancing exercise in the Table Instructions. If a shortage is projected, the supplier is highly recommended to perform a monthly analysis to more accurately identify the time of shortage.

**Table 5: Planned Water Shortage Response Actions** July 1, 2024 to June 30, 2025

| Anticipated Shortage Level<br>Drop-down List of State Standard Levels (1 - 6) and Level 0 (No Shortage) | ACTIONS: Demand Reduction, Supply Augmentation, and Other Actions. (Drop-down List)<br>These are the only categories that will be accepted by the WUedata online submittal tool. Select those that apply. | Is action already being implemented? (Y/N) | How much is action going to reduce the shortage gap? |  | When is shortage response action anticipated to be implemented? |           |
|---|---|--|--|--|---|-----------|
|   |   |  | Enter Amount   | (Drop-down List) Select % or Volume Unit | Start Month   | End Month |
| <i>Add additional rows as needed</i>  |   |  |  |  |   |           |
| 0 (No Shortage)   | No Actions  | No   |  |  |   |           |
|   |   | No   |  |  |   |           |
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Notes: No shortage levels anticipated.

9

# North Bay Watershed Association

## Board Meeting - Agenda

May 3, 2024 | 9:30 – 11:30 a.m.

**MEETING WILL BE HELD AT THE**

**City of Petaluma: Ellis Creek Water Recycling Facility**

[3890 Cypress Dr, Petaluma, CA 94954](https://www.google.com/maps/place/3890+Cypress+Dr,+Petaluma,+CA+94954)

For those wishing to attend virtually

Join Zoom Meeting:

<https://us02web.zoom.us/j/81630673971?pwd=dm94TXJCRWMyWFBlc3U5V2pTSmNRZz09>

Webinar ID: 816 3067 3971 Password: 216460

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

### AGENDA

| Time  | Agenda Item   | Proposed Action                |
|-------|---|--------------------------------|
| 9:30  | <b>Welcome and Call to Order – Roll Call and Introductions</b><br><i>Jean Mariani, Chair</i>  | <i>N/A</i>                     |
| 9:35  | <b>General Public Comments</b><br>This time is reserved for the public to address the Committee about matters NOT on the agenda and within the jurisdiction of the Committee.   | <i>N/A</i>                     |
| 9:40  | <b>Agenda and Past Meeting Minutes Review</b><br><i>Jean Mariani, Chair</i><br><b>Treasurer’s Report</b><br><i>Jean Mariani, Chair</i>  | <i>Approve/<br/>Accept</i>     |
| 9:45  | <b>Guest Presentation – BCDC’S Regional Shoreline Adaption Plan</b><br><i>Dana Brechwald, Assistant Planning Director for Climate Adaption, San Francisco Bay Conservation and Development Commission (BCDC)</i><br>BCDC’s Regional Shoreline Adaptation Plan is currently developing guidelines that local jurisdictions will use as they develop subregional adaptation required by SB 272, passed last October. The guidelines will shape what elements those plans should contain and how they should be developed. | <i>Presentation<br/>slides</i> |
| 10:15 | <b>Wrap-up: April 19 NBWA Biennial Conference</b><br><i>Andy Rodgers, Executive Director</i><br>Andy will review outcomes and feedback from NBWA’s first in-person conference since 2018: Imagine Our Future North Bay, at Sonoma State University.   | <i>Presentation<br/>slides</i> |

|       |  |  |
|-------|--|--|
| 10:30 | <p><b>Executive Director Report</b><br/> <i>Andy Rodgers, Executive Director</i></p> <p>Andy will provide an update on active projects including recent meetings, communications, committees, activities, and developing initiatives since the March 1 Board meeting and April 19 conference.</p> <p>Andy will also present an opportunity for member agencies to consider becoming NBWA’s fiscal agent beginning FY24/25, following over 20 years of stellar service by the Marin Municipal Water District.</p> <p>Andy will outline ideas for next and future Board meeting topics and solicit feedback.</p> | <p><i>ED updates,<br/>         Board questions,<br/>         and input</i></p> |
| 10:55 | <p><b>Board Information Exchange and Updates</b><br/> <i>Members</i></p> <p>Members will highlight issues and share items of interest.</p>   | <p><i>N/A</i></p>  |
| 11:30 | <p><b>Announcements/Adjourn</b><br/> <b>Next Board Meeting: June 7</b></p>   | <p><i>N/A</i></p>  |



10

**DISBURSEMENTS - DATED MAY 9, 2024**

Date Prepared 5/6/24

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 4/30/24  | \$192,335.22 |
| 90703* | Internal Revenue Service      | Federal & FICA Taxes PPE 4/30/24   | 85,401.84    |
| 90704* | State of California           | State Taxes & SDI PPE 4/30/24  | 19,348.97    |
| 90705* | CalPERS                       | Pension Contribution PPE 4/30/24   | 52,777.76    |
| 90702* | CalPERS                       | May 2024 Insurance Premium (Employer \$57,251, Retirees \$12,548 & Employees   | 77,683.47    |
| 1      | All Star Rents                | Propane (18 gal)   | 88.18        |
| 2      | Alpha Analytical Labs         | Lab Testing  | 555.00       |
| 3      | Asbury Environmental Services | Used Oil Disposal  | 100.00       |
| 4      | AT&T                          | Telephone, Fax, Leased Lines & Data  | 532.18       |
| 5      | Automation Direct             | Pressure Transmitter   | 129.12       |
| 6      | Backflow Distributors         | Replacement Backflow Assemblies for Meters Servicing Coast Guard (\$6,840) & Freeze Bags (5)                             | 7,309.57     |
| 7      | Bainhardt, Emil               | Novato "Toilet Rebate" Program   | 100.00       |
| 8      | Brady Industries              | Safety Gloves (48)   | 170.64       |
| 9      | Buck's Saw Service            | Yard Tool Supplies   | 183.70       |
| 10     | Comcast                       | April Internet Services (100 Wood Hollow)  | 364.81       |
| 11     | Comcast                       | May Phone Services (Wood Hollow, Buck Inst, Yard & STP)  | 1,547.70     |
| 12     | Consolidated CM               | Prog Pymt#36: Construction Management Services for Admin & Lab Upgrade Project (Balance Remaining on Contract \$344,942) | 57,184.40    |

| Seq | Payable To                     | For  | Amount    |
|-----|--------------------------------|--|-----------|
| 13  | Core & Main                    | Coper Tubing (1,200') (\$9,960), Nipples (2), Reducer (5) & Pit Pump   | 10,539.70 |
| 14  | DataTree                       | April Subscription to Parcel Data Information  | 100.00    |
| 15  | Diesel Direct West             | Diesel (581 gal) (\$3,109) & Gasoline (1,200 gal) (\$6,073)  | 9,182.88  |
| 16  | Direct Line Inc                | April Telephone Answering Service  | 190.00    |
| 17  | E & M                          | Engineering Services for Emergency Variable Frequency Drive Replacements (O.M. Lift Station)   | 1,760.00  |
| 18  | GHD Inc.                       | Prog Pymt#1: Construction Management of Crest Pump Station Project (Balance Remaining on Contract \$182,921)   | 7,079.09  |
| 19  | Grainger                       | Miscellaneous Maintenance Tools & Supplies   | 1,524.86  |
| 20  | Haff, DeAnn                    | Novato "Cash for Grass" Rebate Program   | 800.00    |
| 21  | Hagerman, Jennifer             | Novato "Pool Cover" Rebate Program   | 75.00     |
| 22  | Kaiser Foundation Health Plan  | Pre-Employment Physical (FSR)  | 65.00     |
| 23  | Kiosk Creative LLC             | March Marketing Communication & Outreach Services (\$3,653) (Balance Remaining on Contract \$24,929) & Interim Strategic Plan (\$2,350) (Balance Remaining on Contract \$22,270) | 6,003.71  |
| 24  | Lemos, James                   | Exp Reimb: Meals While Attending Backflow Conference 4/18-4/20   | 154.65    |
| 25  | Lincoln Life Employer Serv     | Deferred Compensation PPE 4/30/24  | 9,655.28  |
| 26  | Marin Landscape Materials      | Quik Mix (42 bags) (\$405), Soil (1 yd) & Rebar (4)  | 488.69    |
| 27  | Miller Pacific Engineering     | Prog Pymt#12: Admin & Lab Upgrade Project (Balance Remaining on as needed Contract \$38,113)   | 5,264.20  |
| 28  | National Fire Protection Assoc | Membership Dues (6/24-6/25) (Miller)   | 175.00    |
| 29  | Nationwide Retirement Solution | Deferred Compensation 4/30/24 PPE  | 5,244.54  |

| Seq | Payable To                   | For   | Amount    |
|-----|------------------------------|---|-----------|
| 30  | Novato Builders Supply       | Screws (200), Lumber & Concrete (4 yd) (\$826)  | 867.72    |
| 31  | ODP Business Solutions, LLC  | Misc Office Supplies & Office Chair (\$332)   | 366.64    |
| 32  | Overhead Door                | Final Payment on Replacement Roll Up Doors (3) (District Yard & STP)  | 19,868.00 |
| 33  | Pace Supply                  | Elbows (60), Bolts (200) (\$1,010), Nuts (200), Traffic Boxes (2), Bushings (10), Caps (4), MJ Accessory Set, Couplings (10) (\$4,487), Flanges (5) (\$1,003), Fire Hydrant (\$2,169), Hydrant Extensions (4), Reducers (5), Angle Meter Stops (9), Tees (3)(\$2,748), Pipe (400') (\$21,585), Nipples (51) (\$2,231) & Valves (45) (\$8,007) | 47,245.34 |
| 34  | Parkinson Accounting Systems | April Accounting Software Support   | 97.50     |
| 35  | Pipette.com                  | Lab Testing   | 199.00    |
| 36  | Pollard Water                | Wire Flags (1,000)  | 150.27    |
| 37  | Rader Excavating             | Traffic Control Plans (Arthur & Cambridge)  | 525.00    |
| 38  | Redwood Painting Co., Inc.   | Painting Services for STP Corrosion Assessment Project (Balance Remaining on as needed Contract \$156,904)  | 32,235.26 |
| 39  | Thomas Scientific            | Color Label Tape (6) (Lab)  | 64.00     |
| 40  | US Postal Service            | Meter Postage   | 1,500.00  |
| 41  | Verizon Wireless             | April Cellular Charges  | 1,585.34  |
| 42  | Vulcan Materials Company     | Pea & Sand (30 Yds)   | 2,057.57  |
| 43  | VWR International LLC        | Kwik-Spikes (2) & Aerogenes (Lab)   | 159.83    |
| 44  | Watersmart Software Inc.     | Watersmart Software Renewal (3/31/24-3/30/25)   | 25,607.00 |

| Seq | Payable To | For  | Amount                     |
|-----|------------|--|----------------------------|
| 46  | ZORO       | Silicone Sealant (6), Loop Detector (3) (\$488) &<br>Gate Sensor Cable (50') | 752.01                     |
|     |            | <b>TOTAL DISBURSEMENTS</b>   | <b><u>\$687,395.64</u></b> |

The foregoing payroll and accounts payable vouchers totaling \$687,395.64 are hereby approved and authorized for payment.

Julie Blue 05/07/24  
 Auditor-Controller Date

[Signature] 5/7/24  
 General Manager Date

## DISBURSEMENTS - DATED MAY 16, 2024

Date Prepared 5/13/24

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   | Able Tire & Brake             | Truck Tire Repair, Tires (8) ('20 F150) ('19 Chevy Colorado) & Alignment                         | \$2,822.32 |
| 2   | ACC Environmental Consultants | Prog Pymt#2 Provide Updated Risk Management Program for STP (Bal Remaining on Contract \$20,100) | 9,736.65   |
| 3   | Allied Mechanical             | Service on HVAC System (Maint Building)  | 450.98     |
| 4   | Ammons Backflow               | Backflow Testing (36)  | 2,250.00   |
| 5   |                               | Retiree Exp Reimb (May Health Ins)   | 1,417.18   |
| 6   | Athens Administrators         | Replenishment For Checks Written (4/1-4/30) April Indemnity Review Fee                           | 123.00     |
| 7   | Bearings & Hydraulics         | Hose & Couplings (4)   | 411.02     |
| 8   | Bender & Co Inc, Matthew      | Water Codes (Gov 2A, 2B & 3)   | 1,163.52   |
| 9   | Blue, Eileen                  | Exp Reimb: Retirement Book & Coffee  | 155.36     |
| 10  | Bold & Polisner               | April Legal Fees-General (\$2,700) & NMWD Portion Potter Valley FERC                             | 3,240.00   |
| 11  | Brady Industries              | Fabric Bandages (700)  | 59.05      |
| 12  | Building Supply Center        | Loppers  | 45.45      |
| 13  | CDW-Government, Inc.          | 5-Bay Disk Station (System Backup)   | 1,724.35   |
| 14  |                               | Retiree Exp Reimb (May Health Ins)   | 548.98     |
| 15  |                               | Retiree Exp Reimb (May Health Ins)   | 548.98     |
| 16  | Comcast                       | May Internet Service (999 Rush Creek Place & 1250 Lynwood Dr)                                    | 1,780.74   |
| 17  | Susan N. Dove                 | Exp Reimb: Office Supplies   | 31.99      |


| Seq | Payable To                    | For   | Amount    |
|-----|-------------------------------|---|-----------|
| 18  | Enterprise FM Trust           | Monthly Leases for Nissan Rogue (2), Nissan Frontier (2), F-150's (7), F-250's (4), Ford Rangers (6), Chevy Bolts (2), Chevy Colorado & Nissan Leaf | 14,374.90 |
| 19  | Freyer & Laureta, Inc.        | Prog Pymt#16: Provide Engineering & Design Services for Lynwood Pump Station (Balance Remaining on Contract \$96,187)                               | 2,479.85  |
| 20  | Friedman's Home Improvement   | Screws & Lumber   | 232.84    |
| 21  | Grainger                      | Miscellaneous Maintenance Tools & Supplies (\$1,239), Water Hose Assembly (50 Ft) (\$370) & Sump Pump (\$382)                                       | 1,990.98  |
| 22  |                               | Retiree Exp Reimb (May Health Ins)  | 548.98    |
| 23  | Ken Grady Company, Inc        | Replacement Analyzer for Total Organic Carbon (STP)   | 8,152.81  |
| 24  |                               | Retiree Exp Reimb (May Health Ins)  | 548.98    |
| 25  |                               | Retiree Exp Reimb (May Health Ins)  | 1,417.18  |
| 26  | LGVSD                         | Recycled Water Deliveries (1/1/24-3/31/24)  | 3,626.73  |
| 27  | Mallory Safety and Supply LLC | Oxygen Sensor (STP)   | 277.68    |
| 28  |                               | Retiree Exp Reimb (May Health Ins)  | 548.98    |
| 29  | Marin County Ford             | Service Parts ('17 Ford Escape - \$1,307, '12 F250, '19 F150, '20 F250 & '22 Ford Ranger)   | 2,427.48  |
| 30  | McElroy, J                    | Refund Overpayment on Open Account  | 1,853.12  |
| 31  | McMaster-Carr Supply Co       | Brass Connector (2), Brass Cap & Straight Adaptor   | 138.62    |
| 32  | Nerviani's Backflow           | Backflow Testing (49)   | 3,185.00  |
| 33  | Noll & Tam Architects         | Prog Pymt#35: Architectural & Engineering Services for Admin Headquarters Upgrade (Balance Remaining on Contract \$178,712)                         | 14,911.25 |
| 34  | North Marin Auto Parts        | Service Parts, ('17 Ford Escape, '16 Nissan Frontier, '20 F250), Buckets (23-5 gal), Vehicle Cleaner & Thread Sealant                               | 609.98    |
| 35  | North Bay Gas                 | Carbon Dioxide & Nitrogen   | 82.07     |


| Seq | Payable To                    | For  | Amount    |
|-----|-------------------------------|--|-----------|
| 36  | Novato, City of               | Encroachment Permit (505 Arthur St. - \$14,605 & 1203 Simmon Lane - \$3,333)                     | 17,937.45 |
| 37  | Novato Sanitary District      | January - March 2024 RW Operating Expense  | 6,072.92  |
| 38  | ODP Business Solutions, LLC   | Miscellaneous Office Supplies  | 79.38     |
| 39  | Overhead Door                 | Final Payment on Replacement Roll up Doors (3) (District Yard & STP)                             | 12,882.50 |
| 40  | Pace Supply                   | Connection Rings (200) (\$957) & 12' Swivel Joint (\$2,477) & Bolts (400) (\$744)                | 4,178.77  |
| 41  | Pape Machinery Inc.           | Sky Hook ('24 JD Backhoe)  | 502.52    |
| 42  | Pacific Gas & Electric Co     | Power: Build/Yard (\$3,288), Other (\$246), Pumping (\$40,443), Rect/Cont (\$1,404) & TP (\$156) | 45,537.76 |
| 43  | Pini Hardware                 | Miscellaneous Maintenance Tools & Supplies & Shovels (8) (\$422)                                 | 1,104.80  |
| 44  | Pollard Water                 | Pipe Freezing Kit (\$802), Bell Plugs (6) (\$384) & Meter Wrenches (2)                           | 1,467.94  |
| 45  | Recology Sonoma Marin         | April Trash Removal  | 662.98    |
|     |                               | Retiree Exp Reimb (May Health Ins)   | 548.98    |
| 46  | Schroeder, Sharon             | Refund Over Payment On Closed Account  | 55.00     |
| 47  | Snap-On Industrial            | Software Updates & Subscription Renewals for Heavy Truck & Light Vehicle Scan Tools              | 5,253.00  |
| 48  | Staples Advantage             | Copy Paper (85 reams)  | 836.68    |
| 49  | State Water Resources Control | D-5 Certification (Garrett)  | 105.00    |
| 50  | USA BlueBook                  | Stain Remover (12)   | 196.96    |
| 51  | US Geological Survey (USGS)   | 1/3 Share of FY25 Gallagher Stream Gauge Maintenance   | 8,770.00  |
| 52  | Verizon Wireless              | SCADA & AMI Collectors (\$650)   | 1,097.04  |
| 53  | Vulcan Materials Company      | Power Patch (4 yds)  | 908.86    |



| Seq                        | Payable To               | For  | Amount                     |
|----------------------------|--------------------------|--|----------------------------|
| 54                         | Williamson, Matthew      | Exp Reimb: Lodging & Meals While Attending<br>Cross Connection Control Specialist Class In<br>Sacramento (4/29-5/03) | 1,376.77                   |
| 55                         | Zenith Insurance Company | Workers Comp Premium (5/1/24-5/01/25)  | 193,779.00                 |
| <b>TOTAL DISBURSEMENTS</b> |                          |  | <b><u>\$387,271.31</u></b> |

The foregoing payroll and accounts payable vouchers totaling \$387,271.31 are hereby approved and authorized for payment.


05/14/24  
 Auditor-Controller Date


5/14/24  
 General Manager Date

**NORTH MARIN WATER DISTRICT**  
**MONTHLY PROGRESS REPORT FOR APRIL 2024**  
 May 21, 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%         |
| February          | 117.5          | 105.15         | 118.6          | 110.5          | 120.3          | 12%        |
| March             | 121.0          | 123.05         | 130.3          | 124.1          | 151.8          | -2%        |
| April             | 140.6          | 146.36         | 137.7          | 225.4          | 195.0          | -4%        |
| <b>FYTD Total</b> | <b>1,627.7</b> | <b>1,587.8</b> | <b>1,644.5</b> | <b>2,166.2</b> | <b>2,117.7</b> | <b>3%</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%        |
| February          | 3.7         | 3.3         | 4.0         | 3.8         | 4.4         | 10%        |
| March             | 5.1         | 3.7         | 4.1         | 5.1         | 5.2         | 41%        |
| April             | 4.9         | 4.9         | 5.1         | 4.8         | 4.9         | -1%        |
| <b>FYTD Total</b> | <b>55.1</b> | <b>49.9</b> | <b>47.1</b> | <b>60.8</b> | <b>62.7</b> | <b>10%</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          | -          |
| February          | 0.0          | 0.0          | 0.0          | 0.0          | 0.0          | -          |
| March             | 0.0          | 50.5         | 0.0          | 0.0          | 0.0          | -          |
| April             | 0.0          | 110.0        | 0.0          | 0.0          | 30.9         | -          |
| <b>FYTD Total</b> | <b>409.1</b> | <b>426.4</b> | <b>168.1</b> | <b>211.3</b> | <b>524.0</b> | <b>-4%</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%        |
| February           | 0.9          | 0.4          | 1.3          | 0.5          | 0.6          | 143%        |
| March              | 0.9          | 0.4          | 14.3         | 11.4         | 11.7         | 114%        |
| April              | 3.1          | 5.1          | 16.7         | 18.1         | 12.5         | -39%        |
| <b>FYTD Total*</b> | <b>123.7</b> | <b>150.4</b> | <b>176.5</b> | <b>176.0</b> | <b>162.8</b> | <b>-18%</b> |

\*Excludes potable water input to the RW system: FY24=9.5MG, FY23=10.8 MG FY22=10 MG; FY21=24.7 MG; FY20=16.7

## 2. Regional and Local Water Supply

### Lake Sonoma

|                 | Current   | 2023      |
|-----------------|-----------|-----------|
| Lake Storage*   | 85,975 MG | 85,975 MG |
| Supply Capacity | 99.9 %    | 99.9 %    |

\*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 *  | 32,772 MG | 32,557 MG |
| Supply Capacity | 94.6 %    | 93.3 %    |

\*Normal capacity = 70,000-110,000 AF (22,800-35,840 MG); FIRO pool 26,000-36,170 MG

## 3. Stafford Lake Data

|                          | April Average | April 2024  | April 2023   |
|--------------------------|---------------|-------------|--------------|
| Rainfall this month      | 1.66 Inches   | 0.81 Inches | 0.20 Inches  |
| Rainfall this FY to date | 25.9 Inches   | 27.7 Inches | 42.14 Inches |
| Lake elevation*          | 193.3 Feet    | 197.48 Feet | 195.79 Feet  |
| Lake storage**           | 1,198 MG      | 1,508 MG    | 1,378 MG     |
| Supply Capacity          | 86 %          | 108 %       | 98 %         |

\* Spillway elevation is 196.0 feet (NGVD29)

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

### Temperature (in degrees)

|                     | Minimum | Maximum | Average |
|---------------------|---------|---------|---------|
| April 2024 (Novato) | 35      | 81      | 66      |
| April 2023 (Novato) | 37      | 88      | 68      |

## 4. Number of Services

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| April 30               | 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 | 21,012       | 20,970 | 0.2%   | 103            | 102  | 1.0%   | 802              | 800  | 0.2%   | -                | -    | -      |
| Total meters active    | 20,861       | 20,820 | 0.2%   | 101            | 100  | 1.0%   | 793              | 792  | 0.1%   | -                | -    | -      |
| Active dwelling units  | 24,096       | 24,097 | 0.0%   | -              | -    | -      | 837              | 837  | 0.0%   | 236              | 235  | 0.4%   |

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

| Description                     | April 2024 | April 2023 |
|---------------------------------|------------|------------|
| Effluent Flow Volume (MG)       | 0.485      | 0.631      |
| Irrigation Field Discharge (MG) | 1.21       | 0.927      |
| Treatment Pond Freeboard (ft)   | 5.4        | 4.8        |
| Storage Pond Freeboard (ft)     | 6.6        | 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 Apr                | 1                         | \$368                | 1                | 1                     | 2                | \$13,624 <sup>(1)</sup> |
| FY 23 through Apr                | 152                       | \$90,752             | 3                | 3                     | 1                | \$37,590 <sup>(2)</sup> |

Days since lost time accident through April 30, 2024

287 Days

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

(2) Claim settlement for driveway and concrete repair due to water damage to a property on Bugeia Lane & (2) Landscape repair due to water line break on Taft Ct.,

## 7. Energy Cost

| FYE                | kWh     | April |          | Fiscal Year-to-Date thru April |       |          |
|--------------------|---------|-------|----------|--------------------------------|-------|----------|
|                    |         | ¢/kWh | Cost/Day | kWh                            | ¢/kWh | Cost/Day |
| 2024 Stafford TP   | 33,865  | 23.6¢ | \$266    | 501,052                        | 23.4¢ | \$476    |
| Pumping            | 76,192  | 39.6¢ | \$1,005  | 1,083,763                      | 35.2¢ | \$1,247  |
| Other <sup>1</sup> | 30,869  | 49.6¢ | \$511    | 337,379                        | 43.2¢ | \$382    |
|                    | 140,925 | 37.9¢ | \$1,782  | 1,922,194                      | 33.5¢ | \$2,105  |
| 2023 Stafford TP   | 70,592  | 22.9¢ | \$506    | 512,990                        | 22.5¢ | \$379    |
| Pumping            | 86,076  | 30.7¢ | \$826    | 1,075,040                      | 28.5¢ | \$1,002  |
| Other <sup>1</sup> | 28,089  | 35.9¢ | \$315    | 333,711                        | 33.0¢ | \$360    |
|                    | 184,757 | 28.5¢ | \$1,647  | 1,921,741                      | 27.7¢ | \$1,741  |
| 2022 Stafford TP   | 68,791  | 22.2¢ | \$509    | 455,604                        | 22.0¢ | \$330    |
| Pumping            | 105,457 | 27.3¢ | \$930    | 1,048,098                      | 27.7¢ | \$955    |
| Other <sup>1</sup> | 41,812  | 30.6¢ | \$413    | 414,945                        | 31.2¢ | \$425    |
|                    | 216,060 | 26.3¢ | \$1,852  | 1,918,647                      | 27.2¢ | \$1,710  |

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

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## 8. Water Conservation Update

|                                      | Month of April 2024 | Fiscal Year to Date | Program Total to Date |
|--------------------------------------|---------------------|---------------------|-----------------------|
| High Efficiency Toilet (HET) Rebates | 2                   | 55                  | 4,536                 |
| Retrofit Certificates Filed          | 10                  | 59                  | 6,846                 |
| Cash for Grass Rebates               | 1                   | 17                  | 1,080                 |
| Washing Machine Rebates              | 0                   | 33                  | 6,926                 |
| Water Smart Home Survey              | 2                   | 15                  | 3,936                 |

## 9. Utility Performance Metric

### April 2024 Service Disruptions

| <b>SERVICE DISRUPTIONS<br/>(No. of Customers Impacted)</b> | <b>April 2024</b> | <b>April 2023</b> | <b>Fiscal Year to<br/>Date 2024</b> | <b>Fiscal Year to<br/>Date 2023</b> |
|--|-------------------|-------------------|-------------------------------------|-------------------------------------|
| <b>PLANNED</b>   |                   |                   |                                     |                                     |
| Duration Between 0.5 and 4 hours                           | 9                 | 56                | 107                                 | 160                                 |
| Duration Between 4 and 12 hours                            | 26                | 0                 | 57                                  | 11                                  |
| Duration Greater than 12 hours                             | 0                 | 0                 | 0                                   | 0                                   |
| <b>UNPLANNED</b>   |                   |                   |                                     |                                     |
| Duration Between 0.5 and 4 hours                           | 2                 | 33                | 63                                  | 158                                 |
| Duration Between 4 and 12 hours                            | 0                 | 0                 | 108                                 | 74                                  |
| Duration Greater than 12 hours                             | 0                 | 0                 | 0                                   | 0                                   |
|  |                   |                   |                                     |                                     |
| <b>SERVICE LINES REPLACED</b>                              |                   |                   |                                     |                                     |
| Polybutylene   | 3                 | 3                 | 44                                  | 47                                  |
| Copper Replaced or Repaired)                               | 6                 | 1                 | 40                                  | 15                                  |

#### Planned:

For the month of April, we had 35 planned service disruptions.

Plastic: We replaced 3 plastic service lines on Ormond Ct, Ignacio Blvd, and 3<sup>rd</sup> St in West Marin.

Copper: We replaced copper service lines on Caribe Isle, Corte Del Cerro, Benton Ln, and Summers Ave.

Valves: There was a shut down on Arthur St and Cambridge to install new isolation valves that affected 26 customers.

#### Unplanned:

Mains: There was a 12" ac main that broke at 8950 Redwood Hwy (Redwood Landfill) that affected 2 customers.

## 10. Summary of Complaints and Service Orders – April 2024

| <b>Tag Breakdown:</b>                       |               |                  |                    |                |    |
|---|---------------|------------------|--------------------|----------------|----|
| <b>Total:</b>                               | <b>153</b>    | <b>Consumer:</b> | 83                 | <b>Office:</b> | 70 |
| <b>Type</b>                                 | <b>Apr-24</b> | <b>Apr-23</b>    | <b>Added Notes</b> |                |    |
| <b>Billing</b>                              |               |                  |                    |                |    |
| High Bill                                   | 2             | 2                |                    |                |    |
| Low Bill                                    | 0             | 0                |                    |                |    |
| <b>Total</b>                                | <b>2</b>      | <b>2</b>         |                    |                |    |
| <b>Meter Replacement</b>                    |               |                  |                    |                |    |
| <b>Total</b>                                | <b>10</b>     | <b>26</b>        |                    |                |    |
| <b>Need Read</b>                            |               |                  |                    |                |    |
| <b>Total</b>                                | <b>5</b>      | <b>0</b>         |                    |                |    |
| <b>No-Water</b>                             |               |                  |                    |                |    |
| <b>Total</b>                                | <b>4</b>      | <b>5</b>         |                    |                |    |
| <b>Leak</b>                                 |               |                  |                    |                |    |
| Consumer                                    | 64            | 113              |                    |                |    |
| District                                    | 14            | 14               |                    |                |    |
| <b>Total</b>                                | <b>78</b>     | <b>127</b>       |                    |                |    |
| <b>Water Quality</b>                        |               |                  |                    |                |    |
| Taste/ Odor                                 | 2             | 3                |                    |                |    |
| Turbidity                                   | 0             | 0                |                    |                |    |
| Suspended Slids                             | 0             | 0                |                    |                |    |
| Illness                                     | 0             | 0                |                    |                |    |
| Other                                       | 0             | 0                |                    |                |    |
| Color                                       | 2             | 2                |                    |                |    |
| <b>Total</b>                                | <b>4</b>      | <b>5</b>         |                    |                |    |
| <b>Noisy Pipes</b>                          |               |                  |                    |                |    |
| <b>Total</b>                                | <b>0</b>      | <b>0</b>         |                    |                |    |
| <b>Check Pressure</b>                       |               |                  |                    |                |    |
| <b>Total</b>                                | <b>0</b>      | <b>9</b>         |                    |                |    |
| <b>WSHS</b>                                 |               |                  |                    |                |    |
| <b>Total</b>                                | <b>0</b>      | <b>0</b>         |                    |                |    |
| <b>Turn Off / On</b>                        |               |                  |                    |                |    |
| <b>Total</b>                                | <b>33</b>     | <b>31</b>        |                    |                |    |
| <b>Other</b>                                |               |                  |                    |                |    |
| <b>Total</b>                                | <b>17</b>     | <b>9</b>         |                    |                |    |
| <b>TOTAL FOR MONTH:</b>                     | <b>153</b>    | <b>214</b>       |                    | <b>-29%</b>    |    |
| <b>Bill Adjustments Under Board Policy:</b> |               |                  |                    |                |    |
| <b>April 24 vs. April 23</b>                |               |                  |                    |                |    |
| Apr-24                                      | 12            | \$3,130          |                    |                |    |
| Apr-23                                      | 10            | \$4,274          |                    |                |    |
| <b>Fiscal Year vs Prior FY</b>              |               |                  |                    |                |    |
| FY 23/24                                    | 143           | \$36,789         |                    |                |    |
| FY 22/23                                    | 139           | \$37,976         |                    |                |    |

# Drought-like water saving planned

District's new conservation strategy would mirror rules during dry times

BY ADRIAN RODRIGUEZ

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The Marin Municipal Water District is bolstering its strategy on conservation with policy updates and incentive programs designed to reduce water use by hundreds of millions of gallons annually.

The draft "2024 Water Efficiency Master Plan" is a playbook that outlines how water is used today in the county, and how the district can help its 191,000 customers in central and southern Marin cut back.

The plan aims to reduce water use districtwide by more than 1,000 acre-feet a year starting in 2025, with even greater incremental reduction targets beyond that. An acre-foot is about 326,000 gallons of water.

District staffers presented the draft plan to the board at a special meeting on Wednesday.

Carrie Pollard, the district's water efficiency manager, said that while the strategic plan sets a goal to reduce water use by 800 acre-feet in the next five years, planners wanted to set a target that was "aspirational."

"This is an aggressive and realistic goal that we can strive for and really work towards achieving and have a significant impact on water use," Pollard said.

If the plan is implemented, the staff projects reducing another 3,350 acre-feet a year by 2035, and another reduction of 4,160 acre-feet a year by 2045.

To achieve this, the drought response water use would become the new norm for the community over the next few decades, staff said.

Pollard said the plan contemplates goals of 170,000 square feet of turf conversion each year through rebate programs. The plan also looks at a systemwide deployment of wireless metering and customer communication strategies to ensure savings.

The plan proposes sunsetting the high-efficiency toilet rebate and high-efficiency clothes washer programs.

The programs would be replaced by a custom rebate program for commercial, industrial, institutional, irrigation and multifamily home customers.

The rebate of the new program would be a 50% cost share or an amount calculated based on water savings, whichever is lower.

Staff are proposing to update the grey water ordinance to provide customers one of three options when establishing a new connection or making a substantial remodel.

A customer could choose to install drought-tolerant plants in all new or rehabilitated planting areas that total at least 500 square feet and use no- or low-volume irrigation.

A customer could install a grey water system or irrigate the site with recycled water, which is required where recycled water is available.

The plan also proposes updating fixture standards to align with the CALGreen standards for interior plumbing.

The plan also asks staff to look at why some people are motivated by drought or environmental reasons while others are motivated by the expense, and how to appeal to each type of customer to make efforts toward conservation.

Board members said they are encouraged by the draft plan and look to create some synergy between other district efforts.

“I really, really think that we should have our water efficiency efforts tied to the analytics that we’re doing on water supply and storage,” board member Jed Smith said.

The district is considering reservoir expansion proposals that would cost upwards of \$290 million just to construct, he said.

The district is also looking at proposals to connect pipelines between Sonoma and Marin at a cost of \$140 million to \$380 million.

“We have to look at them next to each other and we have to look at how water efficiency and conservation can help drive us to be more sustainable from a water supply perspective for a long time,” Smith said.

Board member Larry Russell agreed, given the extreme costs to expand reservoirs and pump water into Marin.

“What I’d like you to think about is, if we doubled our budget for conservation or tripled, what could we do to improve the return, if anything?” Russell said.

“It would be great if there was some way to understand, should we be investing even deeper, or is there really a limit?” board member Monty Schmitt said.

Another update on the plan is expected at the communications and water efficiency committee meeting on May 15. More information is at [marinwater.org](http://marinwater.org).



MARIN MUNICIPAL WATER DISTRICT

# Study to gauge effects of climate change on dams

Allocation of \$1.06M follows critical grand jury report



Runoff water flows down the Bon Tempe Reservoir spillway in January in the Mount Tamalpais watershed. The Marin Municipal Water District has seven reservoirs. PHOTOS BY SHERRY LAVARS — MARIN INDEPENDENT JOURNAL



Water flows off the spillway at Phoenix Lake near Ross. The district's reservoirs can hold up to about 80,000 acre-feet of water, or about a two-year supply. SHERRY LAVARS — MARIN INDEPENDENT JOURNAL

**BY ADRIAN RODRIGUEZ**

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The Marin Municipal Water District is embarking on a yearlong study to examine the impact of frequent, severe storms on the utility's seven dams.

The district board authorized spending up to \$1.06 million to evaluate the capacity of the dam spillways, and to use climate change projections to assess potential hazards.

The study is a response to a critical Marin County Civil Grand Jury report published last summer. The watchdog panel said dam safety plans for the Marin Municipal Water District and the North Marin Water District are failing to account for more regular "atmospheric river" storms brought on by climate change.

The grand jury recommended, among other actions, that the water districts update their dam hazard mitigation plans with the latest science on climate change effects on storms.

Elysha Irish, engineering manager for the Marin Municipal Water District, said it has a thorough dam safety program and that the state Division of Safety of Dams has determined the agency's dams to be safe for continued use.

"This effort of confirming our spillway capacity is a proactive and precautionary review given projections of future atmospheric rivers," Irish said. "The spillway capacity assessment is being performed to ensure the spillways are appropriately sized for our changing climate conditions."

MMWD operates seven of the eight large dams in Marin. Six are earthen dams, and Alpine Dam is concrete. The reservoirs can hold up to about 80,000 acre-feet of water, about a two-year supply. An acre-foot is about 326,000 gallons.

The agency said its hazard plan was updated in 2022 and contains information on dam failure in relation to climate change.

In addition to the spillway capacity analysis, the study includes a subsurface assessment of the Bon Tempe spillway that will involve surveying cracks in the system.

The study would potentially do similar work at Peters dam at Kent Lake, Seeger Dam at the Nicasio Reservoir and the Soulajule spillway.

"This is really great work, and I appreciate the dedication to safety and being responsive to the grand jury report," board member Monty Schmitt said. "I know that it's the intention is to draw attention to dam safety as an issue that affects, frankly, all dams, especially the older they get, and especially given changing climate."

Schmitt said considering the district is also looking at potentially increasing water storage, it would be good to know if one dam might be a candidate for a safety retrofit, because "that might significantly shift the cost-benefit."

The North Marin Water District's dam safety plan is incorporated into the countywide hazard mitigation plan. The plan was last updated in 2018.

Tony Williams, general manager of NMWD, said the district is in the middle of a study in partnership with the county flood district. The analysis of the Novato Creek watershed, where Stafford Lake and its dam are located, includes an analyses of the dam's structure, incoming flows to the lake and other details.

A draft of the study is expected to be completed this summer, Williams said.

An engineering analysis of a proposed adjustable spillway gate at Stafford dam, which could help increase the reservoir's storage capacity, is also expected to be presented in the coming months.

The grand jury report also recommended that Marin water suppliers form a committee to plan strategies to prevent potential dam failures.

Earlier this year, the two water districts and the county joined the Center for Western Weather and Water Extremes Water Affiliates Group in an effort to understand extreme weather better.

The group researches atmospheric rivers and other severe weather to improve water management, mitigate flood risk and increase water supply reliability.

The National Oceanic and Atmospheric Administration says atmospheric rivers are storms that move most of the water vapor out of the tropics. According to the Water Affiliates Group, heavy rainfall from these flows of condensed water is responsible for almost 85% of floods on the West Coast.

At last week's meeting, Ranjiv Khush, the MMWD board chair, said he is interested in learning if there is agreement between the near-term projections by the Water Affiliates Group and the longer-term projections that will be revealed as part of the new study.

"Keep us updated on the results," he told staff.

# Novato water utility explores new options for pump station



A North Marin Water District pump station on Sunset Parkway in Novato. A proposal to build a new pump station is facing opposition from some residents. ALAN DEP – MARIN INDEPENDENT JOURNAL, FILE

BY ADRIAN RODRIGUEZ

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The North Marin Water District is taking another look at where it could build a new water pump station, a project that has roiled residents in a Novato neighborhood.

The district's board, which met Tuesday, voted unanimously to study one or two additional sites to construct its new primary pump station designed to replace the nearly 60-year-old one near Lynwood Elementary School.

The vote authorized staff to amend the district's consulting agreement with Freyer and Laureta Inc. to add \$72,000 for services and an \$8,000 contingency. The new contract total is \$480,000.

The duration of work has been extended by six months through the end of the year.

Working with consultants, the district has already identified five sites for possible pump stations. Two sites could be a primary pump station, while the other three could be for secondary pumps.

At the center of the issue is the proposed primary pump station at “Site 2.” The spot is a city-owned greenway that runs along Arroyo San Jose Creek near Ignacio Boulevard and Palmer Drive.

An environmental analysis has concluded that it is the preferred location because it would yield the most benefit. But neighbors say it would be an eyesore in a tree-lined linear park, and fear that noise and vibration from a permanent pump operation could disturb the community.

“I am happy, frankly,” resident Leonard Shaw said of the decision to continue exploring sites.

“This is a massive, multimillion dollar project with more than a year of construction,” said Shaw, who lives on Fairway Drive, near the proposed site. “They ought to measure twice and cut once, and they’re looking for a more appropriate location.”

“This is certainly a positive step,” said Peter Chuck, another resident. “It would be a real shame to introduce a large structure like that in a very nice open space area.”

However, the controversial site is still in the mix. At a meeting in March, the board said it was premature to remove the site from consideration without having confidence that they would find something better.

The continued study enables the district officials to find out.

As proposed, the project would involve the construction of a 1,188-square-foot pump station and 3,750 linear feet of new piping to connect the station. If the district approves this option, it would require the Novato City Council to agree to sell the land or grant an easement.

The environmental analysis took a look at a number of different options.

One alternative being considered does not involve Site 2, but envisions a new station with four pumps at the Sunset Parkway median between Cambridge Street and Monte Maria Drive.

Another alternative would create a single pump station at Site 2. Three alternatives propose a primary pump station at Site 2, each with secondary pumps at different remote sites.

Tony Williams, general manager of the water district, said at this point the staff does not know how many proposed options will remain in consideration.

“Depending on the outcome of this additional work, NMWD will complete the necessary CEQA review of additional sites, if identified,” he said, referring to the California Environmental Quality Act. The law compelled the district to complete an initial study, the environmental analysis that identified Site 2 as the preferred location for the primary pump station.

The district serves about 60,000 residents in the greater Novato area as well as about 1,800 residents in areas of western Marin. The Lynwood pump station serves approximately 25% of the district’s customers, staff said.

Williams said the estimated project budget and timeline are to be determined.

# Expansion considerations are part of job

Those stunning warnings in 2021 that the Marin Municipal Water District was within months of running out of water led voters to demand change.

In the 2022 election, that frustration was evident as voters elected three new directors.

The historic drought has taken a toll on the district's chain of reservoirs, the capacity of which it relies to meet the water needs of the communities MMWD serves. The Lake Sonoma reservoir, which MMWD relies on to import about 25% of its supply, was also depleted by the drought and its releases restricted.

The drought was a huge test of the district's long held policy of maintaining its supply through conservation.

The prolonged drought proved that conservation, while vitally necessary, wasn't enough — and the district was caught in a crisis.

Rain returned and refilled the district's reservoirs, but didn't allay ratepayers' frustration.

The new board has been working diligently to explore possible sources for increasing MMWD's supply with the aim of not being caught nearly high and dry again.

Climate change promises to challenge the district's supply again and directors are working to develop short- and long-term plans to bolster its ability to withstand another multiyear drought.

That includes looking at increasing the capacity of the district's reservoirs — a strategy that had been indefinitely tabled by previous boards.

The new board has been re-evaluating that decision, taking a hard look at the viability — from both financial and engineering standpoints — of expanding its reservoirs.

It is fulfilling a "new approach" promise that voters expected after the 2022 election.

The review has come up with a short list of potential projects, among them expanding Kent Lake, the district's largest reservoir, creating a new reservoir in upper Nicasio and raising the Soulajule dam in the hills of Novato.

Those proposals have already generated opposition.

Some of it has come from veteran board member Larry Russell.

He's been blunt, contending the district is wasting time and money on a costly and controversial exercise.

"Pie in the sky is pie in the sky," says Russell. "You have to look at this cold-heartedly from a pure engineering feasibility standpoint, and you know, there's just better places to spend the money. It's as simple as that to my mind."

The full board may ultimately reach the same conclusion.

But district ratepayers expect no stone left unturned in the search for solutions to bolster the resilience of the district's supply.

Ratepayers, who were required to significantly reduce their household and business water use and still faced the peril of running short of water, want solutions.

If Russell is right, the board can point to having diligently explored the potential of expanding its reservoirs.

Russell, however, is not the only doubter.

The proposal to expand Soulajule has generated opposition from neighboring ranchers who fear they will lose acreage to the project.

Those impacts and the cost of acquiring the land need to be built into what district staff is calling its "white paper exercise" on the viability of that strategy.

It's been 40 years since the district has significantly expanded its supply.

A couple of costly — and controversial — trials with building a desalination plant were tried, but scrapped.

The board opted to rely on conservation, which was tested by the drought.

The strategy also creates a scenario all too familiar to MMWD ratepayers where they wind up paying more for having used less water.

Forty years is a long time.

The 2021 crisis was enough to put the issue of expanding its supply back on the table.

That's what the board is doing, taking a hard look at the potential with practical, public and forthright planning to develop a can-do strategy to be better prepared.



## OBITUARY

# Public safety leader Dave Jeffries dies

BY CAMERON MACDONALD

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Dave Jeffries, a former Novato police captain who had a key role at the Marin Emergency Radio Authority, died at his home in Rohnert Park. He was 63.

The Novato City Council honored Mr. Jeffries during its meeting on Tuesday. A crowd of people, many of them uniformed police and fire personnel from across the North Bay, gathered at the council chambers.

“We are grateful for his time with us and we acknowledge his sacrifice of time with his family to serve others,” Mayor Mark Milberg said.

Laura Land, Mr. Jeffries’ partner, said she was touched by the outpouring of support that night.

“It would have meant so much to Dave and just seeing everybody come here and so many people who knew him and loved him means so much to myself and all of his family,” she said.

Mr. Jeffries died April 22. The Sonoma County coroner’s office is investigating the death, and the cause was unavailable Wednesday.

Mr. Jeffries developed an interest in public safety when he was a student at Montgomery High School in Santa Rosa. He was involved in the Civil Air Patrol and volunteered with the Sonoma County Sheriff’s Office, said his youngest brother, Scott Jeffries.

He recalled when his brother chose to study criminal justice in college.

“Some people questioned it because he was a super bright guy and he could’ve done lots of different things, but he chose his profession and he stayed with it,” he said.

Mr. Jeffries graduated with the criminal justice degree in 1982 from California State University, Sacramento. He became a Novato police officer three days later, stayed on the force for 31 years and rose from patrol officer to captain.

Mr. Jeffries was named the Novato Police Department employee of the year in 1999, Milberg said.

Novato police Chief Jim Naugle worked with Mr. Jeffries after joining the department in 1998. Mr. Jeffries was a sergeant by then.

“I just always remembered him always being in a good mood and joking around the station,” Naugle said. “He was always upbeat and always looking for the best.”

After retiring from the department, Mr. Jeffries became involved in emergency management consulting.

He was incident commander for the North Bay Incident Management Team as well as president of the California Emergency Services Association.

Mr. Jeffries became deputy executive officer of the Marin Emergency Radio Authority and helped manage a \$74 million upgrade of the system. The system is used by dispatch centers to communicate to 25 law enforcement, fire and public works agencies.

Heather Tannehill-Plamondon, MERA's executive officer, remembered his ability to keep track of all of the ambitious project's moving parts.

"That made it a lot easier for me to come in and for others to come in and pick up the project," she said. The MERA upgrade is still on schedule to transition all users to the new radio network in October, Tannehill-Plamondon said.

"We're going to do our best to honor him by making sure this project does not slip off-track," she said.

Quinn Gardner, the deputy director emergency management in San Rafael, recalled how Mr. Jeffries loved the work and the people involved in it.

"He found a way to get a lot of work done and still be everybody's friend and make everybody laugh," she said.

In addition to his partner and brother, Mr. Jeffries is survived by his mother Shelly; another brother, Steve; and his son Michael.

A memorial service is planned Saturday in Santa Rosa. More information is available by emailing [DLJeffriesMemorial@gmail.com](mailto:DLJeffriesMemorial@gmail.com)

The family said that in lieu of flowers, supporters can donate to German Shepherd Rescue of Northern California at [gsrnc.org](http://gsrnc.org).

## **Water use reaches historic low as North Marin considers rate hikes**

*By Ben Stocking*

With water consumption by its West Marin customers at the lowest level in 40 years, North Marin Water District may soon raise rates by more than the regular increase anticipated for next year. Water use fell after the drought years of 2020 and 2021, when conservation ordinances were enacted, and it has yet to bounce back, said Tony Williams, general manager of the district, which serves Point Reyes Station, Olema and Inverness Park along with its Novato customers. It is not yet clear whether water consumption will rebound or by how much, although it typically increases during the summer, when gardens are in bloom and vacationers flock to the seashore and fill houses that are vacant during winter. Consumption in West Marin is now 19 percent lower than it has been over the previous five years, according to the district's latest five-year financial plan. Meanwhile, the district has significant capital improvements planned, and inflation has driven up the projected costs of implementing them. When Caltrans replaces the Green Bridge, the district will have to temporarily move a pipeline attached to it and then move it back when the new bridge is complete. The

## *In brief*

Continued from page 2

district will also temporarily relocate a second pipeline when the county replaces a culvert beneath Sir Francis Drake Boulevard that crosses Olema Creek. A redwood tank in Inverness Park will need to be replaced, and the treatment plant near the Coast Guard housing in Point Reyes Station also needs an upgrade. The district generally conducts a rate study every five years, outlining its revenue estimates, anticipated capital expenses and potential rate increases. The most recent one called for a 6 percent increase next year. If approved by the board after a public hearing on June 18, the 6 percent increase will take effect on July 1. If consumption does not bounce back, larger increases may be needed in coming years, according to the financial forecast district staff shared with the board last month. The next five-year review was scheduled for 2025, but staff asked the board to conduct it one year earlier due to the changing economic forecasts.



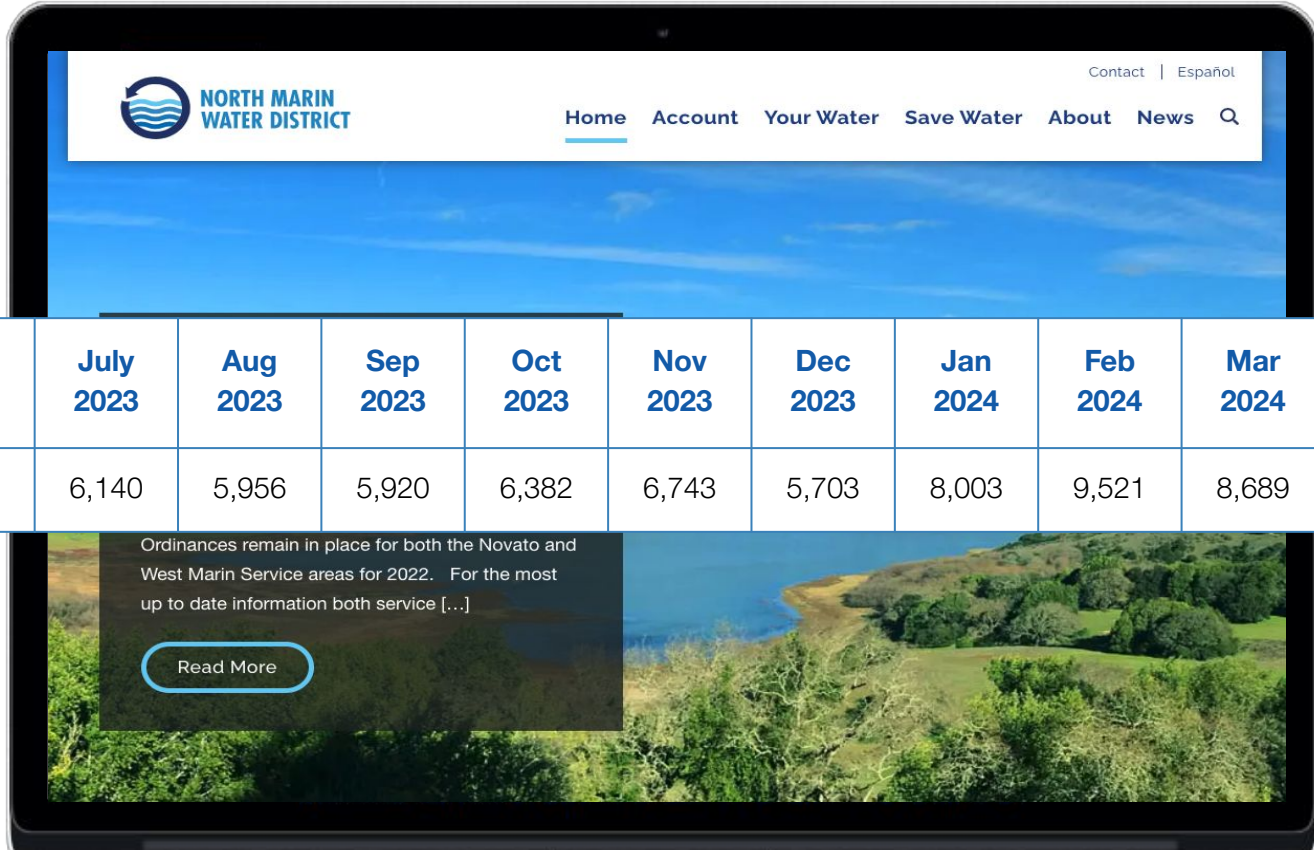
**NORTH MARIN  
WATER DISTRICT**

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# **Web & Social Media Report**

April 2024

# Website Statistics






|                   | June 2023 | July 2023 | Aug 2023 | Sep 2023 | Oct 2023 | Nov 2023 | Dec 2023 | Jan 2024 | Feb 2024 | Mar 2024 | Apr 2024 |
|-------------------|-----------|-----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|
| 2023/ 24 Visitors | 5,711     | 6,140     | 5,956    | 5,920    | 6,382    | 6,743    | 5,703    | 8,003    | 9,521    | 8,689    | 6,333    |

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

|  | Jun-2023 | Jul-2023 | Aug-2023 | Sep-2023 | Oct-2023 | Nov-2023 | Dec-2023 | Jan-2024 | Feb-2024 | Mar-2024 | Apr-2024 |
|--|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|
| <br>Facebook Followers    | 2,363    | 2,390    | 2,416    | 2,436    | 2,454    | 2,471    | 2,502    | 2,537    | 2,548    | 2,569    | 2,581    |
| <br>X (Twitter) Followers | 122      | 122      | 122      | 123      | 124      | 125      | 128      | 130      | 131      | 131      | 130      |
| <br>Instagram Followers   | 822      | 835      | 841      | 844      | 859      | 860      | 869      | 876      | 891      | 903      | 907      |



# NMWD Most Visited Pages

| Pages   | Views |
|---|-------|
| <a href="#">Home</a>                                | 3,588 |
| <a href="#">Online Billing</a>                      | 2,265 |
| <a href="#">My Water Usage (WaterSmart Portal)</a>  | 642   |
| <a href="#">Weather &amp; Production Statistics</a> | 526   |
| <a href="#">What Is An Acre Foot?</a>               | 416   |
| <a href="#">Meetings 2024</a>                       | 268   |
| <a href="#">Contact</a>                             | 240   |
| <a href="#">Employment Opportunities</a>            | 212   |
| <a href="#">Stop Service</a>                        | 204   |

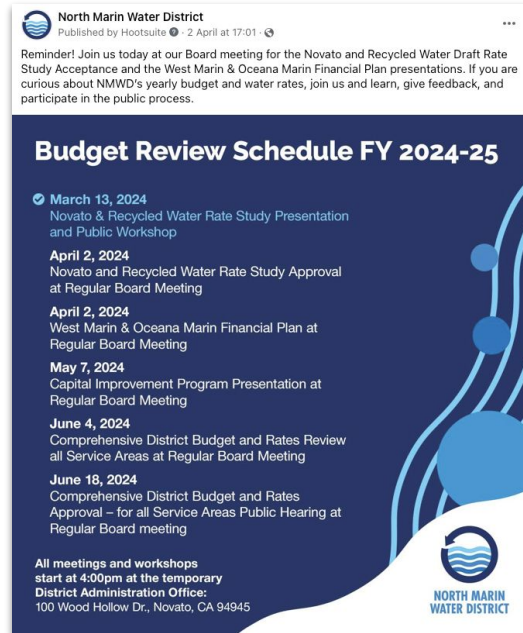




# April Social Media Highlights | Facebook



248 people reached | 23 engagements



149 people reached | 3 engagements

*Engagements include likes, reactions, clicks and comments*







# April Social Media Highlights | Facebook

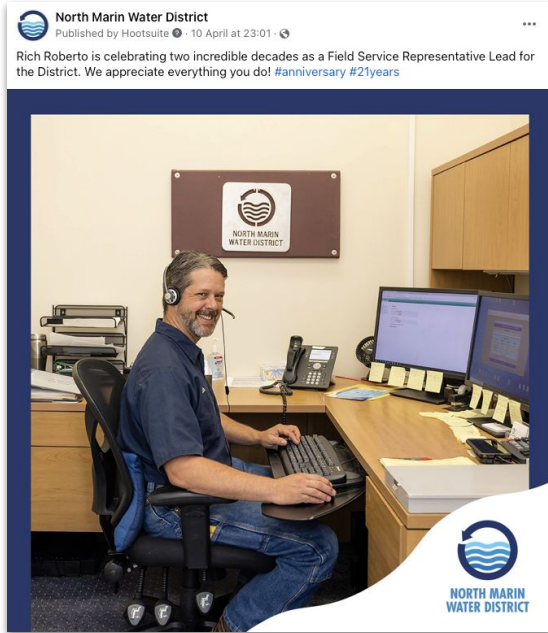


*Engagements include likes, reactions, clicks and comments*

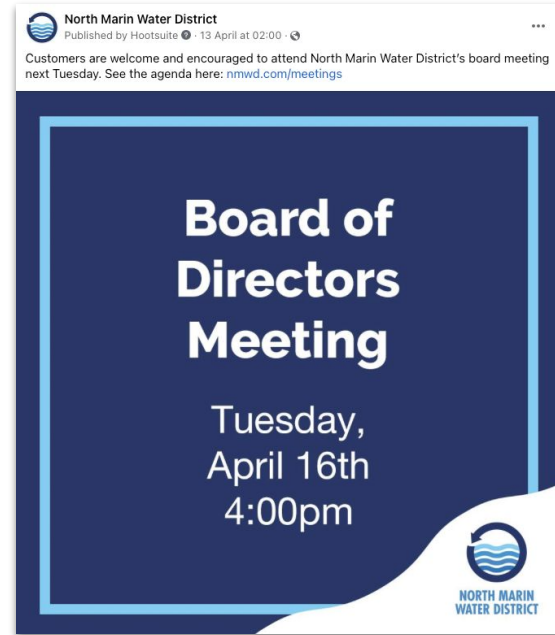




## April Social Media Highlights | Facebook



221 people reached | 17 engagements



133 people reached | 2 engagements

*Engagements include likes, reactions, clicks and comments*





## April Social Media Highlights | Facebook



135 people reached | 6 engagements



213 people reached | 16 engagements

*Engagements include likes, reactions, clicks and comments*





# April Social Media Highlights | Facebook

**North Marin Water District**  
Published by Hootsuite · 17 April at 23:00 · 🌐

The 2024 Biennial North Bay Watershed Association (NBWA) Conference is taking place on Friday, April 19, 2024 from 9:00 AM – 4:00 PM at Sonoma State University – Event/Student Center. This year's event will be a dynamic gathering of regional leaders and partners to envision tomorrow's resilient watershed communities and workforce, focusing on the theme "Imagine Our Future North Bay". Join NBWA for insightful discussions, actionable strategies and networking opportunities. Loo... [See more](#)



## IMAGINE OUR FUTURE NORTH BAY

**Resilient Watersheds and Thriving Communities**

Join sessions delving into extreme weather, California's just-released Water Plan Update, Impactive Climate Adaptation Programs, and Resilience Workforce Development Initiatives!

**April 19, 2024**

**Speaker Sessions**  
9:00 a.m. to 3:00 p.m.

**Networking Event**  
3:00 p.m. to 4:00 p.m.

**Sonoma State University  
Event/Student Center**  
1801 E. Cotati Avenue, Rohnert Park, CA

*Register Today!*



**Tickets are \$110**  
Student and Early Bird discounts available!

146 people reached | 6 engagements

**North Marin Water District**  
Published by Hootsuite · 22 April at 17:01 · 🌐

Happy #EarthDay! Today and every day we are doing our part to help customers [#conservewater](#) to protect our planet. [#waterconscious](#)



127 people reached | 10 engagements

*Engagements include likes, reactions, clicks and comments*





## April Social Media Highlights | Facebook



228 people reached | 28 engagements

*Engagements include likes, reactions, clicks and comments*






# April Social Media Highlights | X (Twitter)

 **North Marin Water District** @NorthMarinWater · Apr 1

Dan Garrett, one of our Treatment Plant Operators is celebrating his 25th anniversary with the District. Thank you for a great 25 years! #anniversary #25years



 NORTH MARIN WATER DISTRICT


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

Reminder! If you are curious about NMWD's yearly budget and water rates, join us today for our scheduled meeting to learn, give feedback, and participate in the public process.

### Budget Review Schedule FY 2024-25

- March 13, 2024  
Novato & Recycled Water Rate Study Presentation and Public Workshop
- April 2, 2024  
Novato and Recycled Water Rate Study Approval at Regular Board Meeting
- April 2, 2024  
West Marin & Oceana Marin Financial Plan at Regular Board Meeting
- May 7, 2024  
Capital Improvement Program Presentation at Regular Board Meeting
- June 4, 2024  
Comprehensive District Budget and Rates Review all Service Areas at Regular Board Meeting
- June 18, 2024  
Comprehensive District Budget and Rates Approval – for all Service Areas Public Hearing at Regular Board meeting

All meetings and workshops start at 4:00pm  
at the temporary District Administration Office:  
100 Wood Hollow Dr., Novato, CA 94945

 NORTH MARIN WATER DISTRICT



## April Social Media Highlights | X (Twitter)



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

...

The other week we welcomed Marin Oaks High School students to tour the Stafford Lake Water Treatment Plant. They met with treatment plant operators and learned about the different careers that North Marin Water District offers. #waterprofessionals #baywork #future @NUSD1



**North Marin Water District** @NorthMarinWater · Apr 8


...

A weather-based irrigation controller, or Smart Controller, is an effective technology for reducing water usage outdoors. This could save your household 30% or more on your landscape water use. Learn more at [nmwd.com/save-water/out...](https://nmwd.com/save-water/out...) #rebates






## April Social Media Highlights | X (Twitter)

 **North Marin Water District** @NorthMarinWater · Apr 10

Rich Roberto is celebrating two incredible decades as a Field Service Representative Lead for the District. We appreciate everything you do!  
[#anniversary #21years](#)



 NORTH MARIN WATER DISTRICT

 **North Marin Water District** @NorthMarinWater · Apr 13

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



**Board of Directors Meeting**  
Tuesday, April 16th  
4:00pm

 NORTH MARIN WATER DISTRICT







## April Social Media Highlights | X (Twitter)



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

It's [#NationalGardeningDay](#)! Look out for the 'Water Smart Plant' label at participating nurseries and garden centers when picking out your next crops or plants this spring. [#nationalgardeningday2024](#) [#gardening](#) [#flowers](#) [#crops](#) [#droughttolerant](#)




**North Marin Water District** @NorthMarinWater · Apr 16

Marc Reischmann, one of our Senior Chemists, is celebrating his 21st anniversary at the North Marin Water District. Congratulations on this great achievement! [#21years](#) [#thankyou](#)






# April Social Media Highlights | X (Twitter)

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

The 2024 Biennial North Bay Watershed Association (NBWA) Conference is taking place this Friday at Sonoma State University. Join NBWA for insightful discussions and actionable strategies. Register today at: [eventbrite.com/e/imagine-our-...](https://eventbrite.com/e/imagine-our-...) #NBWA #SSU #watershed #WaterConference



**IMAGINE OUR FUTURE NORTH BAY**

Resilient Watersheds and Thriving Communities

Join sessions delving into extreme weather, California's just-released Water Plan Update, Impactive Climate Adaptation Programs, and Resilience Workforce Development Initiatives!

**April 19, 2024**


**Speaker Sessions**  
9:00 a.m. to 3:00 p.m.

**Networking Event**  
3:00 p.m. to 4:00 p.m.

**Sonoma State University  
Event/Student Center**  
1801 E. Cotati Avenue, Rohnert Park, CA

*Register Today!*

**Tickets are \$110**  
Student and Early Bird discounts available!



 **North Marin Water District** @NorthMarinWater · Apr 22

Happy #EarthDay! Today and every day we are doing our part to help customers #conservewater to protect our planet. #waterconscious







## April Social Media Highlights | X (Twitter)





# April Social Media Highlights | Instagram



0 likes



12 likes






# April Social Media Highlights | Instagram

**Budget Review Schedule FY 2024-25**

- March 13, 2024**  
Novato & Recycled Water Rate Study Presentation and Public Workshop
- April 2, 2024**  
Novato and Recycled Water Rate Study Approval at Regular Board Meeting
- April 2, 2024**  
West Marin & Oceana Marin Financial Plan at Regular Board Meeting
- May 7, 2024**  
Capital Improvement Program Presentation at Regular Board Meeting
- June 4, 2024**  
Comprehensive District Budget and Rates Review all Service Areas at Regular Board Meeting
- June 18, 2024**  
Comprehensive District Budget and Rates Approval – for all Service Areas Public Hearing at Regular Board meeting

All meetings and workshops start at 4:00pm at the temporary District Administration Office:  
100 Wood Hollow Dr., Novato, CA 94945



4 likes

northmarinwaterdistrict • Follow

northmarinwaterdistrict Remind! Join us today at our Board meeting for the Novato and Recycled Water Draft Rate Study Acceptance and the West Marin & Oceana Marin Financial Plan presentations. If you are curious about MMWD's yearly budget and water rates, join us and learn, give feedback, and participate in the public process.




northmarinwaterdistrict • Follow

northmarinwaterdistrict The other week we welcomed @marinoaks High School students to tour the Stafford Lake Water Treatment Plant. They met with treatment plant operators and learned about the different careers that North Marin Water District offers. #waterprofessionals #baywork #future



16 likes

northmarinwaterdistrict • Follow

northmarinwaterdistrict The other week we welcomed @marinoaks High School students to tour the Stafford Lake Water Treatment Plant. They met with treatment plant operators and learned about the different careers that North Marin Water District offers. #waterprofessionals #baywork #future

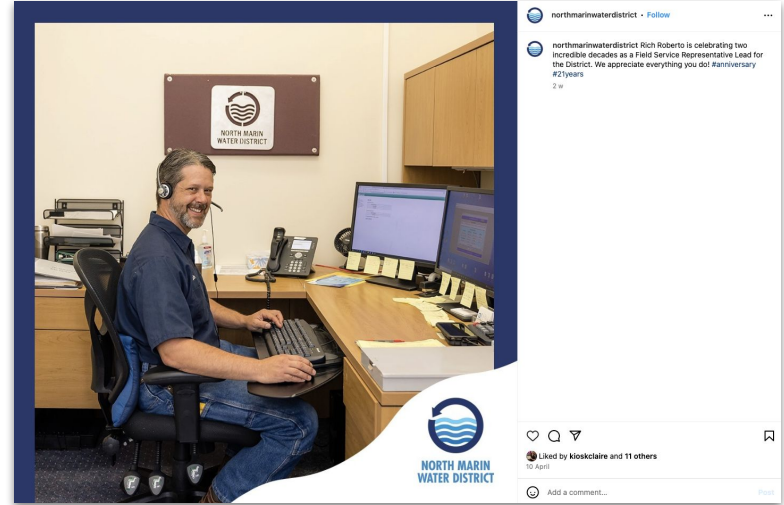





# April Social Media Highlights | Instagram



5 likes



12 likes





# April Social Media Highlights | Instagram



3 likes



3 likes





# April Social Media Highlights | Instagram



14 likes



1 like







# April Social Media Highlights | Instagram



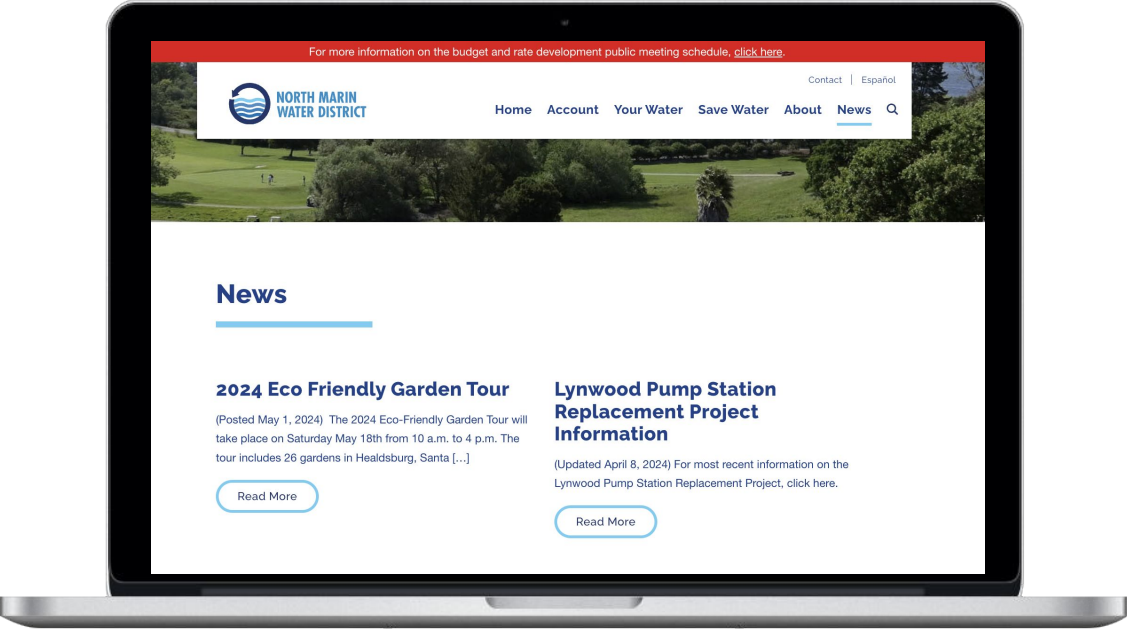
5 likes



9 likes

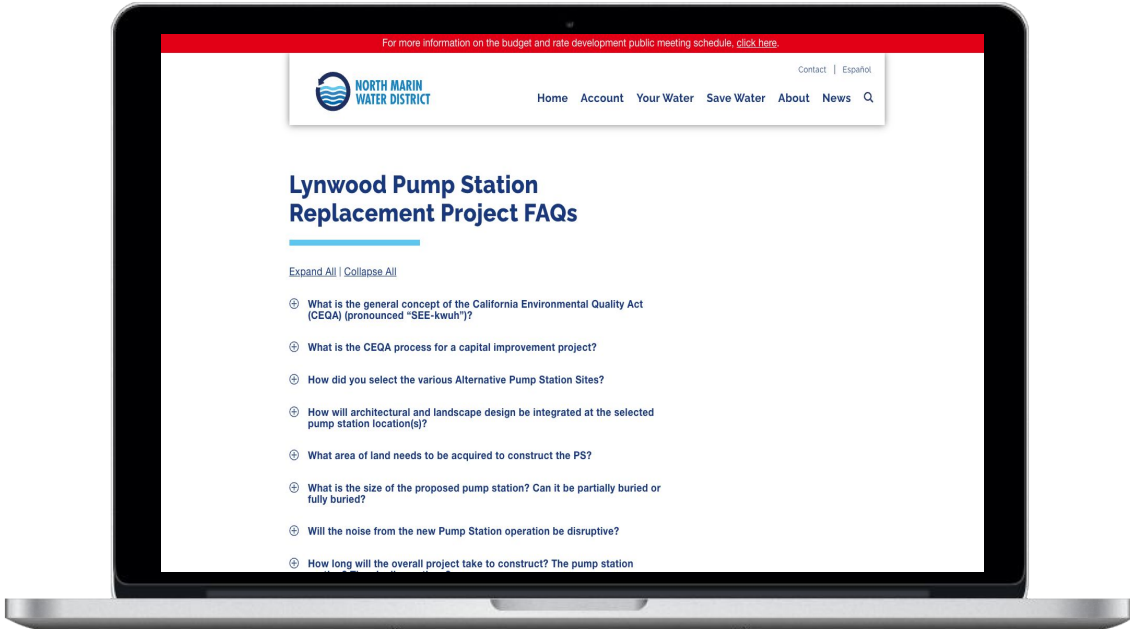


# April Web News Stories



- [Lynwood Pump Station Replacement Project Information](#)

# April Web News Stories



- Kiosk built out the [Lynwood Pump Station FAQ Page](#)

# Annual Report

## Construction and Maintenance Department

**Water Quality Group**  
The Water Quality Group includes five employees consisting of chemists and lab technicians that provide oversight to all aspects of North Marin operations to ensure that water quality is protected, using a multi-barrier approach. Surveillance.



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71,842, which will be

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Water resources  
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an additional \$172,383

technical upgrades to

and West Marin

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analyze the increase  
value for Nevada and



## Annual Report

Fiscal Year 2022 - 2023



**NORTH MARIN  
WATER DISTRICT**

Kiosk designed and laid out the 2022-2023 Annual Report.

## Marin County Fair Materials

Kiosk designed a table cloth for NMWD's booth at the Marin County Fair.



# Rate Increase Study Outreach Campaign Materials

### Budget Review Schedule FY 2024-25

March 13, 2024  
Novato & Recycled Water Rate Study Presentation and Public Workshop

April 2, 2024  
Novato and Recycled Water Rate Study Approval at Regular Board Meeting

April 2, 2024  
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May 7, 2024  
Capital Improvement Program Presentation at Regular Board Meeting

June 4, 2024  
Comprehensive District Budget and Rates Review all Service Areas at Regular Board Meeting

June 18, 2024  
Comprehensive District Budget and Rates Approval - for all Service Areas Public Hearing at Regular Board meeting

All meetings and workshops start at 4:00pm at the temporary District Administration Office: 100 Wood Hollow Dr., Novato, CA 94945

### Proposed rate increase and rate structure changes

The District proposes increasing rates and updating the water rate structure to the Novato and Recycled Water Service Areas for a three-year period starting with Fiscal Year (FY) 2024-2025.

If approved at the public hearing on June 18, 2024, the new rates and rate structure changes will go into effect on July 1, 2024. Public hearing will be held at the temporary District Administration office located at 100 Wood Hollow Dr at 4:00PM.

Navigation: Home Account Your Water Save Water About News Q

Kiosk designed and created a outreach campaign materials for the rate increase study.

Materials included:

- Budget Review Schedule Graphics
- Marin IJ Advertisements
- How Your Dollar Is Spent Graphic
- Service Charge Graphic
- Pass-Through Graphic
- Webpage Creation
- Rate Increase Letter to Novato and West Marin Customers



### Calculation of Rate Increase



### Notice of public hearing regarding proposed rate increases and rate structure changes for the Novato service area

Hearing Date: Tuesday, June 18, 2024  
Time: 4:00pm  
Location: 100 Wood Hollow Dr., Novato, CA 94945

This Notice provides information about proposed increases to North Marin Water District's water rates and proposed rate structure modifications. The Board of Directors will hold a public hearing to consider public comments before the Board votes on the proposed changes.

The District proposes increasing rates and updating the water rate structure for a three-year period starting with Fiscal Year (FY) 2024-2025.

**Reasons for the proposed rate increases:**

- Increased investment in water facilities:** The District must continue to invest in facility upgrades and improvements to properly maintain the District's \$330 million system of pipelines, pumps, reservoirs, treatment plants, valves, backhoes, lift stations, measuring systems, buildings, and more. These investments benefit the system's fire protection, water supply, and aging infrastructure.
- Rising costs to purchase imported water:** The cost of purchasing imported water accounts for one third of the Novato operating budget and the water supplier has increased the cost of purchasing water by over 24% in the past two years.
- Inspired by inflation cost all assets:** The proposed rate increase is designed to meet all the costs of providing water service. This includes purchasing, treating, and delivering safe, high-quality, reliable water to your home or business residential.

**Approximate Rate Increase:**

In FY 2024, the typical residential customer (approximately 90% of all customers) will pay about 8.1% more in \$9.54 per month if the changes are approved (8.17 per month).

**Where to learn more, get answers, and make comments**

Call 415-827-1133  
Email: [infobeam@nmwd.com](mailto:infobeam@nmwd.com)  
Visit: [nmwd.com](http://nmwd.com)

**About the public hearing**

The Board will review and consider adopting the rate increases at a public hearing on June 18, 2024, at 4:00PM at 100 Wood Hollow Drive in Novato.

### Additional public hearings

For residential customers:

**Novato Water**

Charge based on a 3" charge (otherwise base a 5" charge)

| Area (gallon) | \$0.00 | \$10.00 | \$100.00 |
|---------------|--------|---------|----------|
| Charge        |        |         |          |

For non-residential customers:

| Area (gallon) | \$0.00 | \$10.00 | \$100.00 |
|---------------|--------|---------|----------|
| Charge        |        |         |          |

For 175 gal or greater:

| Area (gallon) | \$0.00 | \$10.00 | \$100.00 |
|---------------|--------|---------|----------|
| Charge        |        |         |          |

Additional public hearings at Novato Water District (Novato, CA 94945)

For residential customers:

| Area (gallon) | \$0.00 | \$10.00 | \$100.00 |
|---------------|--------|---------|----------|
| Charge        |        |         |          |

For non-residential customers:

| Area (gallon) | \$0.00 | \$10.00 | \$100.00 |
|---------------|--------|---------|----------|
| Charge        |        |         |          |

For 175 gal or greater:

| Area (gallon) | \$0.00 | \$10.00 | \$100.00 |
|---------------|--------|---------|----------|
| Charge        |        |         |          |

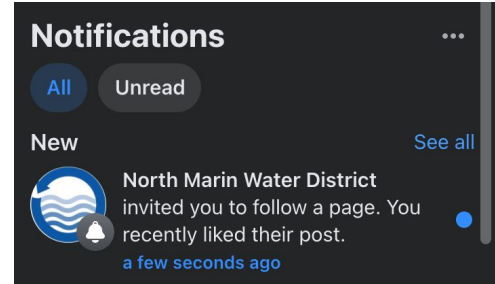
For 175 gal or greater:

| Area (gallon) | \$0.00 | \$10.00 | \$100.00 |
|---------------|--------|---------|----------|
| Charge        |        |         |          |

# Facebook Likes Campaign - April 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 April 2024</b> | <b>Reach</b><br>(Number of people who saw the ad) | <b>Impressions</b> | <b>Results</b><br>(New Page Likes) | <b>Cost Per New Page Like</b> |
|----------------------------|---|--------------------|------------------------------------|-------------------------------|
| \$45.26                    | 3,018   | 5,627              | 14                                 | \$3.23                        |

*This month, we were able to reach over **3,000** people with the Likes Campaign*



## What's Next?

- Kiosk to finalize the Novato and West Marin Spring Waterlines
  - Kiosk to begin work on the design and layout of the Water Quality Report
  - Social media posts will feature employees on their work anniversaries, as well as highlight rebates and Rate Hearing infographics
  - Kiosk continues to work with staff to get photos of construction and maintenance projects throughout Novato and West Marin
- 





**Thank You**