



NORTH MARIN WATER DISTRICT
AGENDA - REGULAR MEETING
September 17, 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 , August 20, 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: Text for Fall 2024 Novato "Waterline", Issue 53
6.	Consent - Approve: Contract Extension for NMWD Trench Restoration Paving – W.K. McLellan Company
7.	Consent - Approve: Approval for President Baker to Attend Association of California Water Agencies Fall Conference from December 3-5, 2024
	ACTION CALENDAR
8.	APPROVE: Oceana Marin Association – Road Rehabilitation Contribution
9.	APPROVE: Novato Water System 2024 Master Plan Update – Engineering and Planning Services Agreement
	INFORMATION ITEMS
10.	Preliminary FY 23/24 Financial Statement
11.	CalPERS Pension Update 2024
12.	Oceana Marin Community Microgrid Incentive Program and County of Marin Dillon Beach Wastewater Study Updates
13.	FY 2023/24 End of Year Progress Report – Engineering Department

Item	Subject
14.	<p>MISCELLANEOUS</p> <p>Disbursements – Dated August 22, 2024 Disbursements – Dated August 29, 2024 Disbursements – Dated September 5, 2024 Disbursements – Dated September 12, 2024 Monthly Progress Report Talking Points Topic: 2024 Temporary Urgency Change Petitions U.S. Seasonal Drought Outlook – August 31, 2024 Proposed Alexander Valley Water District Presentation at Sept 9, 2024 TAC Meeting Ungated Spillway Stream Gage Assessment: Stafford Lake – Ca. Dept of Water Resources Marin Conservation League After Hours: Eel River Dams County of Marin Planning Division – Zoning Administration Hearing Agenda: County of Marin Coastal Development and Conditional Use Permit – 100 Commodore Webster Dr, PRS</p> <p><u>News Articles:</u> Marin IJ – Stunning price tag for water pipelines – MARIN MUNICIPAL Marin IJ - Key hearing ahead of proposal for housing – IN YOUR TOWN Marin IJ – Promoting a new generation of water workers is essential to our state – CALIFORNIA VOICE Marin IJ – Plan launched to streamline permit process - NOVATO Pt. Reyes Light – County okays Coast Guard development Pt. Reyes Light – Dillon Beach land given to Miwok tribe Press Democrat – Graton Rancheria acquires prized Marin coastal property in ‘land back’ conservation deal</p> <p><u>Social Media Posts:</u> NMWD Web and Social Media Report – August 2024</p>
15.	ADJOURNMENT

1

1 West Marin. He said this could potentially be a \$350,000 grant, some which would be available for
2 the study.

3 Mr. Williams said that there had been a fire in the Marinwood area on August 13, that had
4 the potential to come over the adjoining ridge into Pacheco Valle which is served primarily by the
5 District's Pacheco Valle Tank. This tank is one the storage tanks that is filled by the Lynwood
6 Pump Station. He said that staff met to discuss filling the tank should there be the need for
7 firefighting. He said this illustrates the importance of Lynwood Pump Station to this particular area.
8 President Baker asked for a map that shows the area that Lynwood Pump Station serves. Director
9 Petterle asked if Airbase Tank is NMWD's and Mr. Williams confirmed this and noted that it is also
10 critical tank for the eastern side of the highway. Director Joly asked if there are other tanks in this
11 area and Mr. Williams said that Ponti Tank is the only other tank in the Pacheco Valle area. Robert
12 Clark added that Lynwood Pump Station fills the Sunset Tank, then Pacheco Valle, and the Ponti
13 and Airbase Tanka are filled from the Pacheco Tank. President Baker asked if this could be shown
14 as an exhibit with an explanation at a future meeting.

15 Mr. Williams said that some of the District's regulations will have changes made due to the
16 pending state-wide Conservation rules. He said that he and Ryan Grisso will come back to the
17 Board with updates possibly in January 2025 to give an overview.

18 Mr. Williams added that Eric Miller will be giving a detailed explanation later in the meeting
19 on the State's new Cross-Connection Control Policy Handbook.

20 **OPEN TIME**

21 President Baker asked if anyone in the audience wished to bring up an item not on the
22 agenda and there was no response.

23 **STAFF/DIRECTORS REPORTS**

24 Eric Miller informed the Board that the main electrical panel for the new Administration &
25 Laboratory building has been delivered and installed. The City of Novato will be performing their
26 inspection on August 21, 2024 and, if all goes well, PG&E is scheduled to install their transformer
27 and meter during the week of September 3, 2024.

28 Mr. Miller gave a brief update on the Oceana Marin Treatment Ponds project. He said that
29 the project is proceeding on budget and that staff was successful in securing a 3-month time
30 extension from CalOES for the FEMA hazard mitigation grant program closeout deadline.

31 Eileen Mulliner informed the Board that they will be receiving an email from the District's HR
32 Manager, Karen Clyde, about the bi-annual Anti-Harassment Training course they need to
33 complete.

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1 **CONSENT CALENDAR**

2 Director Joly asked to have Item #5 removed from the Consent Calendar and there was no
3 opposition from the other directors.

4 **APPROVE: REVISION TO LOW INCOME RATE ASSISTANCE, POLICY NO. 49**

5 The District's Low Income Rate Assistance (LIRA) program previously provided low income
6 customers who were also part of the PG&E CARE program a \$15 credit to their water bill. This
7 revised policy will increase the credit amount from \$15 to \$30. Per Prop. 218, the District cannot
8 use rate revenue to pay for this program. Non-rate revenues, such as property tax proceeds, rent
9 revenue and interest revenue, have been identified to fund the program.

10 Director Joly asked what else are we using the non-rate revenue for and Julie Blue said that
11 a portion is used for the capital budget and a portion is part of the operating budget. She said the
12 total funds are not all earmarked for LIRA program. She said that it's an appropriate revision to the
13 policy for the participating customers and that they are pleased that the bill assistance amount is
14 being raised.

15 On the motion of Director Joly, and seconded by Director Eichstaedt, the Board approved
16 the Consent Calendar by the following vote:

17 AYES: Director(s) Baker, Eichstaedt, Fraitcs, Joly, and Pctterlc

18 NOES: None

19 ABSENT: None

20 ABSTAIN: None

21 **ACTION CALENDAR**

22 **APPROVE: COMMENT LETTER FOR SENATE BILL NO. 1255 WATER RATE ASSISTANCE**
23 **PROGRAM**

24 Tony Williams said that this item is to get approval to send a letter to Assemblymember
25 Damon Conolly. He said that proposed Senate Bill (SB) 1255 Water Rate Assistance Program
26 proposed to make a LIRA-type program mandatory for all water providers. He said this bill would
27 create a great deal of work for the District and that we may not have enough staff resources to
28 manage it. He said our current LIRA program would likely not meet the criteria proposed in the
29 legislation. Mr. Williams said that ACWA and other larger agencies are proposing changes to the
30 bill that would make more sense. He said the program is good but needs some adjustments.
31 Director Eichstaedt asked if all the co-signers on the attached ACWA petition have LIRA programs.
32 Mr. Williams said that he did not know about the status of the agencies listed. Director Joly asked if
33 the program aligns with Prop. 218 and Mr. Williams said that it supposedly does.

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

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

5 **INFORMATION ITEMS**

6 **FY 2023/24 END OF YEAR PROGRESS REPORT – WATER CONSERVATION AND PUBLIC**
7 **COMMUNICATIONS**

8 Ryan Grisso went through the 2023/24 End of Year Progress Report for Water Conservation
9 and Public Commutations. He said that Water Conservation has many rebate programs and that the
10 District's Regulation 15 has been updated with the additions. He said that the number of rebate
11 applications continues to be down but that this is typical post-drought. He said that there has been
12 an increase in Water Smart Surveys and that although washing machine rebates had been
13 declining, they are now seeing an increase in applications and for the Cash For Grass applications
14 as well. Mr. Grisso mentioned that it has become more difficult for customers to find the right
15 washers that are on the approved list since Sears closed their stores. He said that although some
16 of the program applications have decreased, we continue to send out educational materials.
17 Director Joly asked if customers can go on the NMWD website to get rebate applications and
18 information on qualifying appliances and Mr. Grisso said yes. Director Eichstaedt said we have a
19 very progressive approach. He also said that perhaps we could put out information on how many
20 water saving appliances have been sold and how much water it has saved. Director Petterle
21 commented that information could be put out that there is energy consumption when using water
22 and by saving water using water saving appliances reduces pumping costs.

23 Mr. Grisso went on to speak about the communications program. He said that we are
24 following the 2018 Strategic Plan and try to do 2-3 social media posts per week. He said that we
25 are continuing to refresh the website to stay current and interesting and we continue to redesign
26 outgoing materials. Mr. Grisso mentioned that the District participated in the Marin County Fair this
27 summer, co-hosting a booth with Marin Water. He said that we had watering stations and an
28 interactive booth. Director Petterle commented that we have come a long way with communications
29 and that he is very pleased and proud of what we do, said that we are current and up to date and
30 everything looks very professional. Director Joly agreed.

31 **NEW STATE GUIDELINES FOR CROSS-CONNECTION CONTROL**

32 Eric Miller explained to the Board that as of July 1, 2024, the State Water Resources Control
33 Board adopted a new Cross-Connection Control Policy Handbook that applies to every water district
34 in the State. He started by explaining the difference between cross-connection and backflow. He
35 said that a cross-connection is any instance where our public water system is simply connected to

1 private plumbing. He went on to define backflow as any instance when water from the private side
2 flows backwards and ends up in our public water system. The public water system generally has a
3 higher pressure than a private system therefore under normal conditions water will only flow from
4 public to private. However, if the pressure on the public side drops for some reason, water will
5 backflow from the private side into the public side. Or, if the pressure on the private side increases
6 to the point where it exceeds pressures on the public side, water will backflow into the public water
7 system. He said the standard way of preventing instances of backflow is to install a backflow
8 prevention assembly (backflow preventer). Mr. Miller noted that the District has a very robust cross-
9 connection control program in place prior to the new State guidelines. However, he said the new
10 State guidelines require that water districts conduct a formal hazard assessment that classifies
11 every premise with water service as either high-, low-, or no-hazard potential. The State guidelines
12 also require that the District install a backflow preventer on all water services at high- and low-
13 hazard potential sites. For example, any property that contains a non-potable source of water, such
14 as a well, creek, pond, pool, etc., are classified a high-hazard potential sites under the new
15 guidelines and the District will now require installation of a backflow preventer if they do not
16 currently have one. Another example is if a property has two separate connections to the public
17 water system, such as primary home and an ADU, under the new State guidelines backflow
18 preventers will be required at both meters. If a property has two structures but only one connection
19 to the public water system, only one backflow preventer would be required. Mr. Miller said that
20 District Regulations 6, 36, and 54 will require updates to reflect the changes and said that staff
21 plans to return to the Board with those revisions by the end of the year. He said that these new
22 requirements will greatly impact District operations. All single-family dwellings with ADUs or
23 residential fire sprinkler systems, and multi-family dwellings (such as apartment or condo
24 complexes) will be impacted. Director Fraites asked if we would need additional staff for this new
25 program and Mr. Williams responded that this will stretch our staff resources. Director Fraites also
26 said that we should put this information out to the public and explain that it is a mandate from the
27 State. Director Joly asked how long we have to implement the new regulations and Mr. Miller said
28 we have one year to submit a formal program to the State and 10 years to fully comply with the new
29 requirements. Director Joly also asked how many of the District's connections will have to be
30 modified. Mr. Clark said that we have not completed the formal hazard assessment, but that he
31 estimates more than 500 commercial services, 300-400 residential services with pools, wells, etc.,
32 and a few thousand multi-family dwellings will be impacted. He said the administrative aspect of
33 the program will have a great impact on us. Director Fraites asked about the costs and if there are
34 any potential reimbursement from the State and Mr. Clark said currently there is no State funding.

1 Director Eichstaedt said communication is key and that it is a good idea to get information out to the
2 public so they are well informed.

3 Randall Lee, Gateway Commons HOA President addressed the Board. Gateway Commons
4 has backflow issues and Mr. Lee said they have been approached by the District outlining what
5 modifications are needed under the new State guidelines. He said it will be very expensive for the
6 HOA to install hundreds of backflow preventers and, due to some other issues, their funds have
7 been depleted. Following some discussion about the complex and the HOA's next steps, Mr. Lee
8 thanked the Board for their time. Director Petterle suggested the HOA contact the State for
9 possible funding assistance.

10 Director Joly agreed that customer awareness is a key issue. Mr. Williams noted that a
11 group of the water contractors are closer looking at this State mandate and the associated impacts.

12 **BOUNDARY ADJUSTMENT AND DE-ANNEXATION PROCESS WITH MARIN LOCAL AGENCY**
13 **FORMATION COMMISSION (LAFCo)**

14 Tony Williams said that in May and June LAFCo's Municipal Services Review study was
15 discussed at Board meetings. He said that LAFCo is currently working on recommendations in the
16 study, including the anomaly that NMWD's boundary overlaps with Inverness PUD's and also the
17 de-annexing of the Marshall service area. Mr. Williams said that IPUD is discussing this as well and
18 that unless there are objections from the Board, a public meeting is planned for October 8, 2024 at
19 the Inverness Fire Station regarding these actions. At the meeting staff from LAFCo, NMWD, and
20 IPUD will present the details and answer any questions. Mr. Williams said that once the boundary
21 adjustments are made our West Marin service area maps will be re-done to reflect the changes.
22 Director Joly asked what type of Board representation would be appropriate for the October 8th
23 meeting and Mr. Williams said no more than two directors should attend to avoid any issues with
24 the Brown Act. Director Eichstaedt said he will be attending.

25 **WAC/TAC DRAFT MEETING MINUTES – MAY 6, 2024**

26 Mr. Williams said that he did not have anything to add to the information presented in the
27 WAC/TAC draft May 6 meeting minutes. There were no questions or comments from the Board.

28 **TAC DRAFT MEETING MINUTES – JULY 1, 2024**

29 There were no questions or comments from the Board on the TAC July 1, 2024 draft
30 meeting minutes. Mr. Williams mentioned an item in the minutes addressing a wildfire around Lake
31 Sonoma, however the Sonoma water contractors were not aware of it and the Sonoma County-
32 based water contractors asked for better communication in the future.

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1 **MISCELLANEOUS**

2 The Board received the following miscellaneous items: Disbursements dated August 8 and
3 15, 2024, Monthly Progress Report, Auditor-Controller’s Monthly Report of Investments for June
4 2024, Status of Candidates who have taken out papers for office, Letter of Intent – Building
5 Resilience to Climate Change in Northern California Coastal Watershed.

6 The Board also received the following news articles: Marin IJ - Options in pump project
7 expand – NOVATO, Compensation for Marin elected officials varies wildly – DICK SPOTSWOOD,
8 Ballot set as filing comes to a close- MARIN ELECTION.

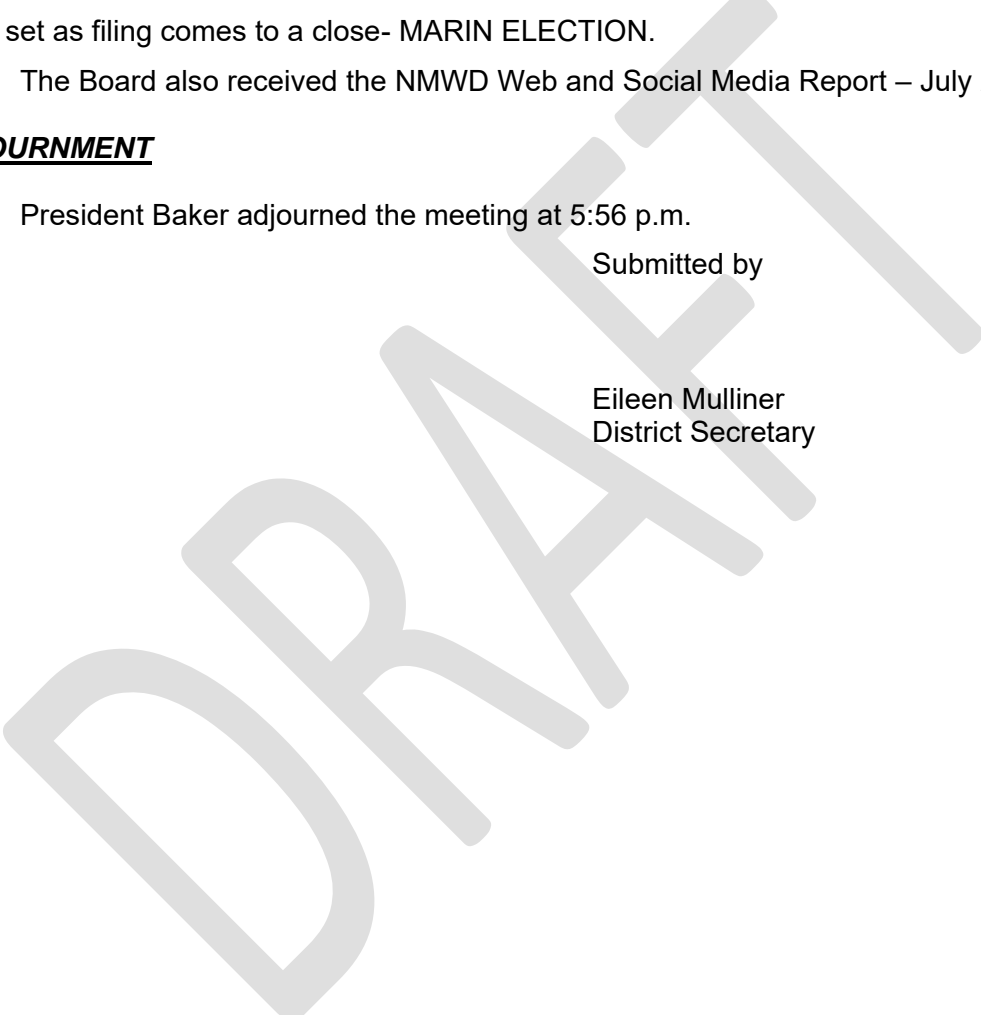
9 The Board also received the NMWD Web and Social Media Report – July 2024.

10 **ADJOURNMENT**

11 President Baker adjourned the meeting at 5:56 p.m.

12 Submitted by

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14
15 Eileen Mulliner
16 District Secretary
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MEMORANDUM

To: Board of Directors

September 17, 2024

From: Ryan Grisso, Water Conservation Coordinator RG

Subject: Approve Text for Fall 2024 Novato "Waterline", Issue 53

V:\Memos to Board\Fall 2024 Novato Waterline Text.doc

RECOMMENDED ACTION: Approve Fall 2024 Novato "Waterline" Text

FINANCIAL IMPACT: \$9,000 (Included in FY 2024/2025 Budget)

Draft text and design for the Fall 2024 Novato "Waterline", Issue 53 is attached for your review. Should any Board member have individual comments please provide them to the General Manager at the Board meeting on September 17, 2024. It is expected the Fall 2024 Novato "Waterline" will be mailed in October 2024.

RECOMMENDATION

Board authorize General Manager to approve final text and design of Fall 2024 Novato "Waterline", Issue 53.

ATTACHMENT:

1. Draft Novato *Waterline*, Issue 53

Low Income Rate Assistance (LIRA) Program

This program is available to eligible low-income customers and provides a credit on a two-month billing cycle of \$30 per bill or \$180 per year.

Save up to
\$180 a year.

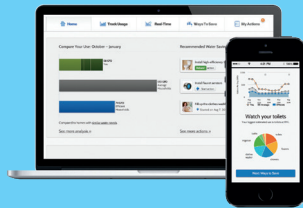
A direct water customer who has a single-family residential account and is eligible for PG&E's income-based CARE program is eligible for the District's LIRA Program. Once approved the discount would apply to your next billing cycle.

To request an application or for further information call our billing department at 415-897-4133 or visit the website at nmwd.com/lira

POSTAL CUSTOMER

Have you signed up yet to access your water use?

We encourage you to sign up and log in on the AMI system Watersmart portal to get acquainted with the system and learn more about your water use. The portal gives customers access to hourly water use data and the ability to set up alerts for high use and leak events.



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

Read Our Annual Report

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



For more info visit nmwd.com



**NORTH MARIN
WATER DISTRICT**

The Waterline

Novato Service Area Newsletter | Issue 53



**NORTH MARIN
WATER DISTRICT**

Your Water and Community

Tony Williams, General Manager

Fire Safety and Water

After reading Chief Tyler's message in the Novato Fire District Summer 2024 Newsletter, I thought it would be good to remind our customers what role North Marin Water District (District) plays in fire prevention and safety. On any given day, District operators ensure that at least 25 million gallons of water are stored in thirty different water storage tanks located throughout the distribution system, ranging in capacity from 5,000 gallons to 5 million gallons. These storage tanks are connected to the District's water distribution system which also includes over 2,600 fire hydrants spaced throughout the community, mostly near homes, schools, and commercial development. In coordination with Novato Fire, the District installs additional fire hydrants whenever new water pipelines are installed or replaced, and replaces any damaged hydrants. Novato Fire handles painting the hydrants to protect them from the elements and to extend their life. The District relies on the hydrants for routine testing and flushing of pipelines as well as for temporary connections for special needs, and Novato Fire relies on the hydrants for fighting fires and protecting the community.

Critical Infrastructure Update

The District has an extensive distribution system to ensure we always have water available for human consumption and firefighting purposes. As part of our ongoing improvement efforts the District is embarking on three projects that will help make it more effective and robust in the coming years. These projects include the Lynwood Pump Station Upgrade

Project, the Crest Pump Station Project, and the San Mateo Tank 24-inch transmission water main project. See our website for updates on timelines and details on these and other District projects.

New Regulations

Water supply, treatment, and distribution are highly regulated and the District prides itself on meeting or exceeding the various state and federal regulations that govern our water service to the community. Highlights on key regulatory changes related to water quality are featured later in the Newsletter in "Regulatory Round-Up".

New Water Quality Laboratory

We are in the final stages of construction on the Administration and Laboratory Building Upgrade Project. One of the highlights is a new state-of-the-art water quality laboratory. The new laboratory will provide ample space to conduct required testing for the high-quality water provided to our customers and accommodate future testing needs in the ever-changing world of regulations and procedures. The new laboratory will facilitate microbiology, metals, and inorganic chemical testing to ensure the water delivered to our customers meets or exceeds all state and federal water quality standards. The District laboratory also provides important testing services for its other water and wastewater enterprises in West Marin and to partner agencies throughout Marin County.

Regulatory Round-Up

Lead and Copper Rule Revisions under the federal Safe Drinking Water Act

Requires all public water systems to conduct an inventory of service lines to each customer. The District began a comprehensive survey earlier this year. Although the District has never used lead piping materials and lead has been banned in home construction since 1985, customer-owned service lines made from lead may be present in older homes. If your home or business was constructed prior to 1985 you may see District staff members at your meter box inspecting the service line connecting your home or commercial building to the water meter. The completed inventory will be publicly available later this year.

Cross-Connection Control Regulations under the California Safe Drinking Water Act

This act has evolved in California since the original regulation was adopted in 1924 with the goal of protecting public health. As of July 1, 2024, new state policy addresses cross-connections, or the interconnection of the District's water system and other non-potable sources, and backflow, which is the undesired/unintended reversal of flow of water in the District's distribution system. Installing a "backflow prevention assembly" (BPA), which consists of special piping and valves installed just past the water meter, is a proven method the North Marin Water District has used to prevent backflow occurrences. Under the new state-mandated rules, the District will be evaluating all residential and commercial customers to assess the risk of cross-connections and backflow and determine where additional BPAs may be required.

Water Smart Savings Program

North Marin Water District wants to help customers use water efficiently. That's why we've put all of our water saving promotions under one umbrella. The Water Smart Savings Program encompasses all you need to get started on saving water and saving money. Together, these programs have saved over 500 million gallons per year. Call 415-761-8944 or email waterconserve@nmwd.com for program participation details.



Water Smart Home Survey

This free service includes thorough indoor and outdoor water efficiency checks.



Water Smart Landscape Rebate

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



Pool Cover Rebate

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



Cash for Grass Rebate

Get cash for removing irrigated and maintained lawn and replacing it with low water use plants. Up to \$100 per 100 square feet now available. Pre-qualification is required.



High-Efficiency Clothes Washer Rebate

North Marin Water District offers a rebate when purchasing a qualifying high-efficiency clothes washer.



Rainwater Catchment Rebate

(Now enhanced with a higher rebate level)

Rebate for collection and storage of rainwater.



High-Efficiency Toilet Rebate

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



Weather-Based Irrigation Controller Rebate

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



Greywater Rebate

Rebate available for installation of qualified greywater systems.

Capital Improvement Project Recap

Railroad Avenue Project

We replaced 650 feet of eight-inch main line pipe in the 900 block of Railroad Avenue, in coordination with the City Public Works' summer paving project. Utility coordination ahead of paving work reduces the likelihood of trenching through newly paved streets, which optimizes the infrastructure investments of both agencies.



Arthur Street Project

We replaced 375 feet of eight-inch main line pipe near the intersection of Arthur Street and Cambridge Street, in coordination with Novato Sanitary District and Novato Unified School District. Work was completed during spring and summer school breaks to minimize traffic impact.



Old Ranch Road Tank

We replaced a 50,000 gallon redwood storage tank with a new 100,000 gallon stainless steel storage tank in the Indian Valley. This project improves the District's resiliency to wildfire by replacing wooden infrastructure with steel, and the increased tank size improves flows in the area if needed by the Novato Fire Protection District.



Stafford Treatment Plant Upgrades

We rehabilitated the primary filter basins at the District's surface water treatment plant near Stafford Lake. The project is part of the District's proactive approach to maintaining critical facilities and results in greater efficiency when producing potable water from Stafford Lake, leading to a more reliable water supply if needed in an emergency.



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6



MEMORANDUM

To: Board of Directors September 17, 2024
 From: Chris Kehoe, Construction/ Maintenance Superintendent
 Subject: Contract Extension for NMWD Trench Restoration Paving – W.K. McLellan Company

K:\Construction Superintendent\2025\Memo's\WK Contract Amend BOD Memo 9.17.24.doc

RECOMMENDED ACTION: The Board authorize the General Manager to execute a trench restoration paving contract with W.K. McLellan Company

FINANCIAL IMPACT: Estimated at \$450,000

W.K. McLellan Company (McLellan) has been the District's contractor for trench restoration work since 1997. This contract was approved by the Board at the August 20, 2019 meeting, then extended at the June 2, 2020 meeting and subsequently at the June 1, 2021, May 13, 2022, and again at the June 6, 2023 Board meetings. McLellan has stated that they will be maintaining their current pricing for FY 24/25 (see Attachment 1).

Annual billings from McLellan for FY24/25 are estimated to be approximately \$430,000. Annual costs for this work over the last nine years are summarized in Table 1. To execute the work, task orders will be issued monthly for trench areas to be paved, stripped, and compaction tested at the approved unit pricing.

TABLE 1

YEAR	BILLINGS
FY15-16	\$295,616
FY16-17	\$173,868
FY17-18	\$201,489
FY18-19	\$378,143
FY19-20	\$258,679
FY20-21	\$390,529
FY21-22	\$401,268
FY22-23	\$367,690
FY23-24	\$396,154

McLellan has had an excellent working relationship with NMWD, City of Novato, and County of Marin and they go out of their way to ensure that the District's paving needs are met. The quality of McLellan's work has been excellent and there have been very few complaints from City or County staff, or customers on the workmanship or longevity of trench restoration paving.

RECOMMENDATION

That the Board authorize the General Manager to execute a trench restoration paving contract with W.K. McLellan Company.

ATTACHMENT: 1. W.K. McLellan Pricing Schedule FY 24/25

<i>ITEM</i>	<i>BID DESCRIPTION</i>	<i>MCLELLAN PRICING FY 24/25</i>
1.	<u>EXCAVATE, PRIME AND RESURFACE 2-INCH GRIND AND PAVE</u>	
	a) 0-1000 square feet	\$9.24
	b) 1000-2500 square feet	\$9.24
	c) 2500-5000 square feet	\$9.24
2.	<u>EXCAVATE, PRIME AND RESURFACE WITH 4-INCH ASPHALT CONCRETE</u>	
	a) 0-29 square feet	\$11.64
	b) 30-99 square feet	\$11.64
	c) 100-499 square feet	\$11.34
	d) Excess of 500 square feet	\$11.08
3.	<u>EXCAVATE, PRIME AND RESURFACE WITH 6-INCH ASPHALT CONCRETE</u>	
	a) 0-29 square feet	\$13.90
	b) 30-99 square feet	\$13.59
	c) 100-499 square feet	\$13.26
	d) Excess of 500 square feet	\$12.94
4.	<u>EXCAVATE, PRIME AND RESURFACE WITH 8-INCH ASPHALT CONCRETE</u>	
	a) 0-29 square feet	\$18.11
	b) 30-99 square feet	\$18.11
	c) 100-499 square feet	\$18.11
	d) Excess of 500 square feet	\$18.11
5.	<u>EXCAVATE, PRIME AND RESURFACE WITH 12-INCH ASPHALT CONCRETE</u>	
	a) 0-100 square feet	\$23.29
	c) 100-499 square feet	\$23.29
	d) Excess of 500 square feet	\$23.29
6.	<u>VALVES</u> Includes a 3'x3' patch Installing of aluminum ring in valve riser Rising to grade <u>Cast- in- Place Concrete</u>	\$300.00
7.	4" Sidewalk / sf.	\$17.49
8.	6" Sidewalk / sf.	21.12
9.	<u>Dowels / ea.</u>	\$10.56
10.	<u>Curb and Gutter / lf.</u>	\$72.60

Note: Striping will be billed separately with 5% mark up.
 Compaction tests will be billed separately with 5% mark up.
 Traffic Control will be billed separately with 5% mark up.

7



MEMORANDUM

To: Board of Directors September 17, 2024

From: Tony Williams, General Manager

Subject: Approval for President Baker to Attend the Association of California Water Agencies (ACWA) Fall Conference from December 3-5, 2024
T:\GM\BOD Memos 2024\9-17-24 Meeting\ACWA Conference\9-17-24 BOD Memo ACWA Conf Baker.docx

RECOMMENDED ACTION: Approve Travel Authorization

FINANCIAL IMPACT: Estimated \$2,529 (available in FY 25 Budget)

Background

District Policy 13: "Directors Compensation and Procedure", states that expenses incurred by a Board member in connection with attending a meeting out of the immediate area are reimbursable, when authorized by prior approval of the Board. President Baker wishes to attend the ACWA Fall Conference and requests that the Board approve reimbursement of his expenses.

ACWA conferences provide an excellent opportunity for Directors and staff to learn about California water issues. The cost breakdown is estimated as follows:

Conference Registration w/meals	\$899
Air Fare	\$500
Hotel (3 nights)	\$800
<u>Misc. (Transportation, Meals)</u>	<u>\$330</u>
Estimated Total	\$2,529

The approved fiscal year budget includes a line item for "Meetings, Conferences and Training" for Administration Department, including the Board which has available funds to cover the estimated costs outlined above for conference attendance and related travel expenses.

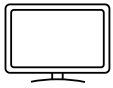
RECOMMENDATION

Approve expense reimbursement for President Baker's attendance at the Association of California Water Agencies (ACWA) Fall Conference in Palm Desert, California from December 3rd through 5th, 2024.

ATTACHMENTS

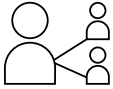
1. ACWA Conference & Expo Pricing Sheet

REGISTRATION, MEALS AND HOTEL INFORMATION SHEET



REGISTER ONLINE

Register online by **November 15, 2024** at www.acwa.com to take advantage of the advance pricing.



REGISTER ON SOMEONE'S BEHALF

Select from a list of people affiliated with your company in your account. If the registrant is not listed, you will need to create a Portal profile for the registrant through the ACWA website before registering.

GROUP SAVINGS! Register 5 individuals from the same organization, receive a 6th registration free!
(Subject to [terms and conditions](#).) **Contact Teresa Taylor at TeresaT@acwa.com for more information before registering.**

REGISTRATION OPTIONS <i>Advantage pricing applies to ACWA public agency members, associates & affiliates. Standard pricing applies to non-members of ACWA.</i>	ADVANCE DEADLINE: 11/15/24		ONSITE	
	ADVANTAGE	STANDARD	ADVANTAGE	STANDARD
Full Conference Registration Includes access to Tuesday ACWA Committee meetings, all ACWA conference programs, ACWA meal functions*, ACWA Exhibit Hall, ACWA hosted receptions and access to on-demand designated conference recordings after the live conference. *ACWA meal functions include: Wednesday Continental Breakfast, Wednesday Networking Lunch and Thursday Networking Brunch	\$899	\$1,350	\$929	\$1,395
Tuesday Committee Meetings Only (complimentary - must register to attend) Includes Tuesday Committee Box Lunch. Committee meetings are not recorded. Virtual participation is not available.	\$0	\$0	\$0	\$0
One-Day Conference Registration Wednesday, Dec. 4: Includes access to all Wednesday ACWA conference programs, Tue. ACWA Welcome Reception in the Exhibit Hall, Wed. ACWA Reception in the Exhibit Hall, Wed. ACWA Continental Breakfast and Wed. ACWA Networking Lunch. On-demand designated conference recordings are NOT included. Thursday, Dec. 5: Includes access to all Thursday ACWA conference programs and Thur. ACWA Networking Brunch. On-demand designated conference recordings are NOT included.	\$549	\$825	\$579	\$870
Guest Conference Registration Guest registration is not available to anyone with a professional reason to attend. Includes access to ACWA hosted receptions.	\$189	\$189	\$189	\$189
PRE-ORDER: On-Demand Designated Conference Recordings Only Includes on-demand access to designated conference recordings after the live conference. Video recordings will only be available for the Main Stage presentations. All other designated educational programs will only have on-demand audio recordings and PDFs of presentations made available. See preliminary agenda for details.	\$250	\$375	\$250	\$375

HOTEL INFORMATION

You must be registered for the ACWA conference in order to receive hotel reservation information and conference special room rates. **Conference special rates are available September 3 - November 11**, based on availability.

HOTEL & ROOM RATES

JW Marriott Palm Desert Springs Resort & Spa
\$219 average nightly rate (plus taxes + fees)

HEALTH & SAFETY

Please check [ACWA's conference page HERE](#) for current health & safety information.

IMPORTANT DATES

The conference hotel room block opens on September 3, 2024.
Deadline for group rate is November 11, 2024.

For those **registering for conference prior to September 3**, information on how to reserve your hotel room will be provided via e-mail on September 3.

For those registering for conference from **September 3 to November 11**, your **confirmation e-mail** will include the information on how to reserve your hotel room and an opportunity to receive the conference special hotel rates.

8

**MEMORANDUM**

To: Board of Directors

September 17, 2024

From: Eric Miller, Assistant GM/Chief Engineer *EM*
Tim Fuelle, Senior Engineer *TFP*

Subject: Oceana Marin Association – Road Rehabilitation Contribution

R:\Folders by Job No\7000 jobs\7173 OM Pond Rehab-404 Grant\7173.02 Phase 2 -Construction\2. BOD Memos\2024 0917 OMA road rehab\7173.02 BOD Memo OMA road rehab.doc**RECOMMENDED ACTION:** The Board to provide staff direction**FINANCIAL IMPACT:** Unknown at this time (\$0 included in the FY24/25 CIP budget)Background

Work began on the Oceana Marin Treatment and Storage Pond Rehabilitation Project (Project) in June 2024. The Project is located at the end of Ocean View Boulevard in Oceana Marin, and the scope of work includes armoring the banks of both ponds with rock slope protection (rip-rap), installation of equipment access ramps in each pond, and minor regrading of adjacent earthen slopes. The project's construction cost is \$2,000,000 and is being funded 75% through the Hazard Mitigation Grant Program sponsored by FEMA and 25% through the required District local match.

The Project's haul route requires traveling on two of the OMA's private roads, Oceana Drive and Oceana View Blvd. In June 2024, equipment mobilization and material deliveries began and remain ongoing until all rip-rap necessary to complete the project has been delivered to the site. Material is being delivered using 4-axle "Super Dump" trucks that have a maximum payload weight of 20 tons. This legal limit is standardized by the California Department of Transportation and is based on the number of axles used by a given vehicle. District staff monitors the weight of each truck via delivery tags and has confirmed that no load has exceeded 20 tons. Staff estimates approximately 500 truck trips in total by the time the project is completed later this year.

Discussion

The Oceana Marin Association (OMA) is a small group of residents that represent the property owners within Oceana Marin including, among other things, responsibility for the maintenance of the community's various private roads.

The OMA president contacted the District in July 2024 to discuss the impact that the Project's trucking activities are having on their private roads. The OMA has requested that the District provide a monetary contribution that would be put towards future road maintenance work

managed by the association. This request is consistent with the OMA practice of requiring their association members to pay a “Road Maintenance Fee” of \$1,200 when conducting a home remodel project. The OMA has requested a monetary contribution from the District of \$20,000, and has provided rationale for arriving at that amount based on an estimated number of truck trips compared to an average home remodel project.

The Project’s haul route requires trucks to drive on two private roads that are under the responsibility of the OMA, however driving straight on a road, even under fully loaded conditions, does not have the same detrimental impacts that stopping and turning has on roads. For this reason, it is unlikely that the Project’s truck trip impacts are commensurate with residential construction trucking impacts. Additionally, the Project has an inherent benefit to the Oceana Marin community in that it represents approximately \$1,500,000 of infrastructure improvements that are only possible with grant funding and the District’s financing model.

District staff recently met with a representative from the OMA on-site to review the current road condition and discuss historical rehabilitation work. Much of the observable road damage existed prior to the Project, however there are discrete areas of damage along the haul route and close to the project site where a stop sign is located, that have likely been exacerbated by the Project’s trucking activities. Due to the accelerated damage in these areas, the OMA is considering repair work sooner than anticipated in an effort to mitigate continued road degradation.

Financial Impact

Due to the limited number of District customers served by the District’s Oceana Marin system, the annual Capital Improvement Program (CIP) pay-go budget for the enterprise is only \$65,000. These limited funds are generally used for preventative infrastructure maintenance such as manhole lining, pipeline spot repairs, pump and motor replacement for the lift station, etc. At the close of the last fiscal year, the District used \$32,000 of the pay-go budget on preventative maintenance and the remaining pay-go of \$33,000 contributed to the Project’s required District local cost-share match.

Based on the enterprise’s 25% required local match of \$493,000, the District’s Novato enterprise will cover a bulk of the initial repayment obligation, with the Oceana Marin enterprise repaying the debt as surplus annual pay-go funds become available. For this reason, it will likely take over 10 years for the Oceana Marin enterprise to fully reimburse the Novato enterprise for the Project.

RECOMMENDATION

Staff proposes a monetary contribution of \$10,000 towards the OMA road maintenance fund, to be paid from the current fiscal year CIP budget. Alternatively, the Board may consider a different contribution amount, different payment model, or a different reimbursement mechanism altogether.

ATTACHMENTS

None

9

**MEMORANDUM**

To: Board of Directors Date: September 17, 2024
From: Eric Miller, Assistant GM/Chief Engineer *EM*
Subject: Novato Water System 2024 Master Plan Update – Engineering and Planning Services Agreement
R:\Folders by Job No\4000 jobs\4104.XX - North Marin Master Plan\4104.23 - 2024 Master Plan Update\00 Board Memos\2024 0917 consultant contract\4104.23 FL Agrmt BOD Memo.docx

RECOMMENDED ACTION: Board authorize the General Manager to execute an agreement with Freyer & Laureta, Inc.

FINANCIAL IMPACT: \$375,000 (included in FY24/25 CIP Budget)

Background

The purpose of this memo is to request Board authorization to enter into contract with Freyer & Laureta, Inc. (F&L) of Novato, CA, to augment District staff efforts in the development of the Novato Water System 2024 Master Plan Update. F&L proposes to partner with Kennedy/Jenks (KJ) and West Yost (WY) to prepare updates to all ten existing chapters from the 2018 Master Plan, as well as to create four new chapters that include information about the District's local water supplies, the recycled water system, operational strategies, and a vulnerability assessment and resilience plan. A detailed scope of work and associated fee schedules for all three consultants (F&L Team) can be found in Attachment 1.

2024 Novato Water System Master Plan

In late 2023, District staff set out to update the Master Plan for the Novato Service Area. Staff used the initial meetings to review the 2018 Master Plan and ultimately determined that the next iteration of the document was going to include relatively major revisions and additions to the previous version. Previous iterations of the document were authored internally by various staff members, with some hydraulic modeling and demand projections being performed by consultants. However, for the 2024 update, staff is looking to add new chapters to the document that, among other things, incorporates findings from the 2020 Urban Water Management Plan, the 2022 Local Water Supply Enhancement Study, the 2023 Local Hazard Mitigation Plan, and captures operational strategies that will inform the future capital improvement program.

The District's small engineering staff has several decades of professional engineering experience; however, when considering the 2024 update staff acknowledged the relatively short tenure the team has working at the District, with most of the Department having less than 5 years. Additionally, one major difference with the 2024 update is that the Capital Improvement Program (CIP) budget is now \$4 million annually, which represents a substantial increase over the annual CIP budget utilized during development of previous master plans. The increase to annual pay-go

investment in the Novato Service Area CIP since the previous Master Plan update requires a complete overhaul of section 10 of the Master Plan.

Consultant Selection

For the reasons listed above, staff met individually with three local consulting firms that have familiarity with the District's system and that also have the expertise to assist with the 2024 update. Initial discussions focused on the District's goals with the update, the anticipated level of effort, and the timeline for execution. Ultimately, District staff asked the three firms to consider teaming up to deliver the project together. The firms agreed to this project delivery approach, and also agreed that one firm act in a lead capacity with the other two firms acting as sub-consultants to ensure one single point of contact for the project.

The project manager for this effort will be Jeffery Tarantino, who is the Executive Vice President with F&L and works out of their Novato office. Mr. Tarantino is also a District customer and has intimate knowledge of the Novato system. Similarly, the other two consulting firms involved in this project, KJ and WY, have senior-level staff lead contacts and have extensive experience working with the District and developing master plans for other utility agencies. District staff have previously determined that all three firms are qualified to perform the necessary master planning as well as related engineering services. The scoping documents and project records refer to the three firms collectively as the F&L Team.

Delivery Schedule

Given the size of the project, staff decided to break the effort into two phases, Phase 1: Programming Phase, and Phase 2: Implementation Phase. The F&L Team developed a scope of work for Phase 1 and the General Manager subsequently executed an agreement for that work under his contract authority. Phase 1 spanned from March to June 2024, and included a project workshop hosted by the F&L Team which was attended by key District senior staff members and resulted in the detailed scope of work and proposed fee for Phase 2.

Phase 2 is planned to commence following Board authorization, with delivery milestones for the Administrative Draft submittal in April 2025, and the Final Draft being presented to the Board in June 2025. Staff anticipated this effort and included budget in the FY24/25 CIP budget, line item 9b2.

RECOMMENDATION

Board authorize General Manager to execute a consulting services agreement with Freyer & Laureta, Inc. with a not to exceed limit of \$375,000.

ATTACHMENTS

1. F&L Scope of Work and Fee Schedule



September 10, 2024

Eric Miller, P.E.
 Assistant General Manager/District Engineer
 North Marin Water District
 PO Box 146
 Novato, CA 94948-0146

**RE: Proposal for Engineering Services
 2024 Master Plan Update**

Dear Eric,

Freyer & Laureta, Inc. (F&L) is pleased to present this proposal to the North Marin Water District (District) to provide engineering services to prepare the 2024 Master Plan Update. F&L will partner with Kennedy/Jenks (KJ) and West Yost (WY) prepare the master plan update. All three firms are excited for the opportunity to support NMWD on the critical project.

Background

The F&L team has been assisting the District to develop the approach and outline for the desired update to the District's existing master plan. The F&L team and the District participated in a scoping workshop and reviewed the master plan update scope outline. Through the ongoing coordination during the programming phase, the District identified its priorities for the 2024 Master Plan Update and provide direction to the F&L team for developing both base scope of work tasks and potential additive tasks that the District may consider authorizing separately.

Attachment A to this proposal is a matrix that identifies:

- Section numbers for the 2018 Master Plan Update.
- Proposed section numbers and descriptions for the proposed 2024 Master Plan Update.
- Correlate the proposed section numbers to the base scope of work tasks.
- Identify whether a proposed section is an existing section from the 2018 Master Plan Update that will be review and updated or if a new section will be created.

The F&L team has proposed the 2024 Master Plan organization based on our discussions with District staff through the programming phase and our team's experience with developing similar master plan updates. It is possible that through development of the 2024 Master Plan update that the F&L team may discussion with District staff some modifications to the proposed section numbers and descriptions presented in Attachment A.

Scope of Work

Attachment B to this proposal contains the detailed Scope of Works proposed by the F&L team. We have included:

- An overview of each task,

Headquarters

150 Executive Park Blvd, Ste 4200
 San Francisco, CA 94134
 (415) 534-7070

North Bay Office

505 San Marin Dr, Ste A220
 Novato, CA 94945
 (415) 534-7070

East Bay Office

825 Washington Street, Ste 237
 Oakland, CA 94607
 (510) 937-2310

South Bay Office

20863 Stevens Creek Blvd, Ste 400
 Cupertino, CA 95014
 (408) 516-1090

- Proposed number of meetings including potential meeting topics;
- Proposed deliverables; and
- Key assumptions for each task.

Compensation

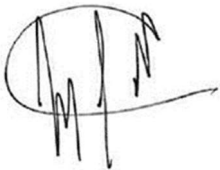
The F&L team proposes to provide the Scope of Work on a time and materials basis for a not-to-exceed fee of \$375,000. A detailed estimate by task and staff person is presented in Attachment C. F&L has not included any markup on either KJ or WY proposed fees.

Schedule

The F&L team will develop a detailed schedule following receipt of Notice to Proceed. We anticipate delivering the Administrative Draft 2024 Master Plan Update to the District for review on or around April 1, 2025. We anticipate presentation of the Final Draft 2024 Master Plan Update to the District Board by June 2025.

Thank you for the opportunity to support NMWD on this critical project. Please contact me at (650) 619-3226 or tarantino@freyerlaureta.com with any questions or comments.

Very truly yours,



**Jeffrey J. Tarantino, P.E., Executive Vice President
FREYER & LAURETA, INC.**

CC: Tim Fvette, P.E. (North Marin Water District)

Attachments

- A. Master Plan Update Section Summary
- B. Scope of Work for Base Tasks
- C. Budget Estimate for Base Tasks

Attachment A
Master Plan Update Section Summary
North Marin Water District

Existing Section No.	Proposed Section No.	Proposal Task No.	Section Title	Existing Section	Proposed Section
ES	ES	2	Executive Summary	X	
1	1	2	Introduction	X	
2	2	2	Performance and Evaluation Criteria	X	
N/A	3	3	Local Water Supply		X
3	4	2	Existing Potable Water Distribution System	X	
N/A	5	4	Existing Recycled Water System		X
4	6	5	Historical Water Demands and Demand Forecasts	X	
5	7	2	Storage and Pumping Capacity Evaluation	X	
N/A	8	6	Operational Strategy		X
7	9	7	Hydraulic Evaluation	X	
6	10	8	Water Quality Evaluation	X	
8	11	9	Asset Management	X	
N/A	12	10	Vulnerability Assessment and Resilience		X
9	13	11	Evaluation of Improvement Projects	X	
10	14	12	Capital Improvement Plan	X	

Freyer & Laureta, Inc. (F&L), Kennedy/Jenks (KJ), and West Yost (WY), herein referred to as the F&L Team, have prepared this proposed scope of work to update the North Marin Water District's (District's) Novato Water System Master Plan (Master Plan). We have organized this proposal to first present the tasks that would be the Base Scope of Work followed by Additive Scope of Work that the District may choose to include select tasks.

SCOPE OF WORK

Task 1: Project Management

F&L will provide overall project management for the team, including coordination with the District. This task includes preparing and submitting progress reports with each monthly invoice summarizing the work accomplished during the billing period, the work to be accomplished in the upcoming billing period, critical issues requiring resolution, and budget status.

F&L will create and maintain a SharePoint site to facilitate data sharing between the F&L team and the District. The SharePoint site will serve as record for all correspondence, meeting agendas and minutes, submittals, and other key documents.

F&L will hold bi-weekly 30-minute conference calls to allow our project manager to provide real-time updates to the District's project manager. The goal of the bi-weekly call is to offer the opportunity to review in-progress deliverables, provide schedule updates, and identify potential supplemental information needs that may be identified during Master Plan Update.

Key Assumptions

- Bi-weekly conference calls will be virtual and no more than 30 minutes.
- No more than 16 bi-weekly conference calls will be required.
- F&L will be responsible for administration of the SharePoint site and District will provide the list of District staff members that should be provided access.
- All document sharing between the F&L team and the District will be through the SharePoint site.

Deliverables

1. Monthly progress reports
2. Monthly invoices, including a summary of work completed
3. Bi-weekly Update Meeting agendas and minutes

Task 2: Revise Existing Sections

The F&L team will review the following sections and identify potential areas for updates:

- Executive Summary;
- Introduction;
- Performance and Evaluation Criteria;
- Existing Potable Water Distribution System; and
- Storage and Pumping Capacity Evaluation.

The task includes review of the sections listed above, highlighting portions of each section that will be updated for District review and concurrence, and preparing updates to the sections.

Key Assumptions

- District will provide the F&L team with the editable files from the 2018 Master Plan Update.
- Section revisions will be made concurrently with performance of Task 12.
- Initial review of Performance and Evaluation Criteria with District will occur as part of Progress Workshop No. 1 described in Task 13.
- No separate meetings for Task 2 are included.
- District staff will provide consolidated comments to draft chapter 10 working days after submittal.

Deliverables

1. List of recommended updates
2. Redline updates for review
3. Updates to Sections listed above

Task 3: Prepare Water Supply Section

The F&L team and the District has identified a new section to be added as part of this Master Plan Update to provide a summary of the District's primary water supply sources. Before preparing this section, we will develop an outline for District review and comment.

The proposed new section will include the following:

- Provide an overview of the water supply sources as described in Section 3.3 of the 2018 Master Plan
- Provide an overview of Stafford Lake, Stafford Dam, and Stafford Water Treatment Plant including facility descriptions, existing conditions overview, operational overview.

- Provide an executive summary from previous work completed related to Local Water Supply and Stafford Lake.
- Provide an overview of regional partnerships and emergency interties with Marin Water, Petaluma, and SCWA.
 - Recommendations from the 2022 Local Water Supply Enhancement Study (LWSES) and discussion on District progress including the adjustable slide gate implementation.
- Updated cost estimates based on Engineering News Record (ENR) Construction Cost Index (CCI) for feasible projects identified in the LWSES

The new Water Supply section is intended to integrate information from several District documents and provide a summary of both the regional and local water supply. The chapter will be further expanded as part of a future update. We have also included one meeting with District staff as a kickoff for this task. The F&L team will provide a meeting agenda prior to the meeting highlighting specific discussion topics that would require District feedback during the meeting.

Key Assumptions

- NMWD will provide documentation available associated with condition assessments of Stafford Lake, Stafford Dam, and Stafford Water Treatment Plant.
- The meeting is assumed to be in person at F&L's Novato office.
- The meeting will be held concurrently with the meeting proposed with Task 4.
- District staff will provide consolidated comments to draft chapter 10 days after submittal.

Deliverables

1. New Section Outline for Review
2. Draft Chapter of Water Supply Section
3. Final Chapter of Water Supply Section
4. Meeting Agendas and Minutes

Task 4: Prepare Recycled Water Section

The F&L team and the District has identified that a new section related to the Recycled Water System be added as part of this Master Plan Update. Before preparing this section, we will develop an outline for District review and comment. The proposed new section includes:

1. Overview of the existing recycled water distribution system,
2. Existing facilities condition description based on discussions with District staff,
3. Operational enhancements implemented by District since initial startup,
4. Findings from the 2022 Local Water Supply Enhancement Study, including:

- a. Potential for additional recycled water demands from LWSES,
 - b. Updated potential expansion and associated costs
 - c. Feasibility finding
5. Summary of annual reports for each of the three recycled water systems.

We have also included one meeting with District staff as a kickoff for this task to review the existing recycled water system, discuss operating conditions, and other key items to be captured in the new Recycled Water section. The F&L team will provide a meeting agenda prior to the meeting highlighting specific discussion topics that would require District feedback during the meeting.

Key Assumptions

- The meeting is assumed to be in person at F&L's Novato office.
- The meeting will be held concurrently with the meeting proposed with Task 3.
- District staff will provide consolidated comments to draft chapter 10 working days after submittal.

Deliverables

1. New Section Outline for Review
2. Draft Recycled Water Section
3. Final Recycled Water Section
4. One Meeting Agenda and Minute

Task 5: Enhance Historical Water Demands and Demand Forecasts Section

The F&L team recommends that the existing Historical Water Demands and Demand Forecasts section be expanded based on review of the current content and discussions with the District. The proposed enhancements include:

- Comparison of demand projections from the 2020 Urban Water Management Plan and other supporting documents to actual historical demands,
- Review of regulatory changes related to water demand since the previous Master Plan Update,
- Identification of new and pending regulatory requirements related to water demand including potential risks to the District,
- Review of regional planning documentation (i.e. RHNA) and alignment with future demand projections, and
- Summary of College of Marin and Novato Unified School District proposed development.

This task includes development of an outline for the proposed section enhancements for District review and comment prior to moving forward with preparation of the revised section.

We have also included one progress meeting with District staff that will be an opportunity for the F&L team to provide updates on progress, solicit preliminary District input, and discuss any critical issues that may be identified during development of the enhanced section. The progress meeting be scheduled on an as needed basis and would generally be held virtually. The F&L team will provide the meeting agenda prior to the meeting highlighting specific discussion topics that would require District feedback during the meeting.

Key Assumptions

- District will provide all relevant historical planning documentation for demand projection development.
- District will provide summary of College of Marin and Novato Unified School District housing projections.
- Progress meetings will be virtual.
- District staff will provide consolidated comments to draft chapter 10 working days after submittal.

Deliverables

1. Historical Document Data Request
2. Section Revisions Outline for Review
3. Final Historical Water Demands and Demand Forecasts
4. Final Historical Water Demands and Demand Forecasts
5. One Meeting Agendas and Minutes (PDF)

Task 6: Prepare Operational Strategy Section

The F&L team and the District has identified that a new section to document key Operational Strategies be added as part of this Master Plan Update. The proposed new section includes:

- Overview of existing operational strategies,
- Document seasonal operational requirements, and
- Summarize key operating constraints and challenges.

This task includes development of an outline for the proposed new section for District review and comment prior to moving forward with preparation of the revised section.

We have also included two progress meetings with District staff that will be an opportunity for the F&L team to provide updates on progress, solicit preliminary District

input, and discuss any critical issues that may be identified during development of the enhanced section. The F&L team will provide meeting agendas prior to the meeting highlighting specific discussion topics that would require District feedback during the meeting.

Key Assumptions

- Progress Meeting No. 1 will serve as a kickoff meeting for this tasks and will occur within 30 days of the Notice to Proceed.
- Progress Meeting No. 1 will be in person at the District's office and will be up to two hours in duration.
- Progress Meeting No. 2 will be virtual.
- District staff will provide consolidated comments to draft chapter 10 working days after submittal.

Deliverables

1. New Section Outline for Review
2. Draft Operations Plan Section
3. Final Operations Plan Section
4. Two Meeting Agendas and Minutes

Task 7: Enhance Existing Hydraulic Evaluation Section

The F&L team recommends that the existing Hydraulic Evaluation section be expanded based on review of the current content and discussions with the District. The goal of this task is to identify locations (nodes/pipelines) in the distribution system that exceed the system criteria established in Task 2 to inform system deficiencies for CIP. The proposed enhancements include:

- Review hydraulic studies and summarize system improvements completed/planned improvements since the last Master Plan Update,
- Evaluate existing distribution and storage system based on revisions completed under Task 2
- Review of two years of recent water meter billing data; calculate average day demand for each customer. Geolocate demands to the existing hydraulic model using InfoWater Pro's demand allocator tool. Summarize system demands by pressure zone.
- Allocate future demands to model based on future demand locations (RHNA/other documentation from Task 5).
- Review two years of daily water production/purchased water to calculate updated max day demand (MDD) and minimum day demand (MinDD) peaking factors.

This task includes developing a list of model scenarios that will be evaluated by the F&L Team to identify potential system deficiencies and inform potential CIP projects. This

scope and fee assumes up to six model scenarios will be created. The list of scenarios will be confirmed with the District before any modeling work is completed. This task includes the generation and processing of model outputs and generating up to two GIS map figures per scenario.

This task also includes development of an outline for the proposed section enhancements for District review and comment prior to moving forward with preparation of the revised section.

We have also included four progress meetings with District staff that will be an opportunity for the F&L team to provide updates on progress, solicit preliminary District input, and discuss any critical issues that may be identified during development of the enhanced section. The progress meetings would be scheduled on an as needed basis and would generally be held virtually. The F&L team will provide meeting agendas prior to the meeting highlighting specific discussion topics that would require District feedback during the meeting.

Key Assumptions

- District will provide input on model scenarios as well as model inputs, such as system setpoints and initial statuses for pumps, zone valves, control valves, and tank levels.
- District will provide all requested billing data, water production/purchase data, meter shapefiles, and locations of future developments/estimated demands.
- District will provide a list of projects completed since the last Master Plan Update as well as any ongoing/near-term, funded projects that should be reflected in the hydraulic model.
- All hydraulic analyses performed under this task are steady state.
- District will provide spatially accurate meter shapefile. Any missing meter accounts will be addressed by District staff.
- Model Demand Allocation method assumed to be “nearest node” method.
- If more than six scenarios or more than two outputs maps per scenario are desired, additional budget will be required.
- Progress meetings will be virtual.
- District staff will provide consolidated comments to draft chapter 10 working days after submittal.

Deliverables

1. Hydraulic model data request list (excel)
2. Section Revisions Outline for Review
3. Draft and Final Revised Existing Section 7 (Now Section 10)
4. Four Meeting Agendas and Minutes

Task 8: Enhance Water Quality Section

The F&L team recommends that existing Water Quality be expanded based on review of the current content and discussions with the District. The proposed enhancements include:

- Review of new regulatory requirements since the previous Master Plan Update,
- Summary of current operating strategies to meet regulatory requirements,
- Identify new and pending regulatory requirements including potential risks to the District,
- Identify potential operational enhancements and recommended future analyses/studies to be completed

The includes development of an outline for the proposed section enhancements for District review and comment prior to moving forward with preparation of the revised section. The District's initial proposed outline includes six primary sections, which are:

- Introduction
- Regulatory Compliance Programs
- Process Control and Quality Assurance
- System Design and Operation
- Goals and Challenges
- Recommendations

We have also included one progress meeting with District staff to provide updates on progress, solicit preliminary District input, and discuss any critical issues that may be identified during development of the enhanced section. The progress meeting would be scheduled on an as needed basis and would generally be held virtually. The F&L team will provide the meeting agenda prior to the meeting highlighting specific discussion topics that would require District feedback during the meeting.

Key Assumptions

- District will provide written summary of current operational strategy to mitigate water quality issues (seasonal).
- Progress meeting will be virtual.
- District staff will provide consolidated comments to draft chapter 10 working days after submittal.

Deliverables

1. Draft Water Quality Section
2. Final Water Quality Section
3. One Meeting Agendas and Minutes

Task 9: Enhance Asset Management Section

The F&L team recommends that the existing Asset Management (AM) section be expanded based on review of the current content and discussions with the District. Since the last Update, the District has implemented an EAM (NEXGEN) and currently uses it for work order management and tracking of some asset data. The District has various tools and databases that contain asset data and desires to develop a plan to continue consolidation of these databases to facilitate the renewal and replacement (R&R) and capital improvement program (CIP) process and improve data availability across departments.

The goals of this task are to document existing efforts to date, review and update condition and criticality rating systems, assess asset condition and criticality, identify highest priority and class-equitable improvements to include in the CIP, improve data accessibility, and establish an understanding of vulnerabilities to use with the Vulnerability Assessment and Resilience Plan (Additive Task 17), if selected by the District. The proposed subtasks include:

Task 9.1 Data Review

- Collect and review existing data related to condition assessments and criticality (NEXGEN, spreadsheets, etc.) to establish current practices and available data;
- Review Level of Service Goals, condition and criticality rating methods established in previous asset management documents;
- Review business processes for utilizing NEXGEN (or other tools) for attribute, maintenance, and condition data; and
- Provide summary, as a percentage, comparing the District facilities that are integrated into NEXGEN and those facilities that remain to be added.

Task 9.2 Level of Service Goals, Condition and Criticality Rating Approach

- Establish Condition Rating Approach
 - Develop condition rating approach for tanks and pump stations;
 - Develop high-level vulnerability assessment approach to seismic events, landslides, and wildfires;
 - For pipelines, use likelihood of failure approach identified in District's pipeline vulnerability assessment; GIS break data by address will be utilized.
- Establish Criticality Rating Approach
 - Develop criticality rating approach consistent with NEXGEN methodology for pump stations and tanks;
 - For pipelines, use the consequences of failure approach identified in the District's pipeline vulnerability assessment.
- Hold In-Person Workshop 1 – Level of Service Goals, Condition & Criticality Rating Approach

Task 9.3 Evaluate Assets

- Within NexGen, assign condition, vulnerability, and criticality to pump stations, tanks, and pipelines based on approach established in Task 8.2.
- Develop long-term age-based replacement projections (100-year) for tanks, pump stations, and pipelines;
- Develop short-term (5-year) replacement/rehabilitation projections based on:
 - District priorities using condition, vulnerability, criticality, or other priorities.
 - Agreed-upon R&R interventions, timing, & costs;
- Hold In-Person Workshop 2 – Asset Evaluation Results
 - Review results of asset evaluation
 - Confirm prioritization criteria

Task 9.4 Asset Management Recommendations

- Identify highest priority improvements
 - Develop long-term plan based on Task 8.3
 - Develop annual budget for next 5-10 years based on Task 8.3
- In-Person Workshop 3 – Asset Management Recommendations
 - Review results of highest priority projects & recommendations for next steps

Task 9.5 Draft Asset Management Section

- Outline of proposed Asset Management Section.
- Draft Asset Management Section

Key Assumptions

- LOS and Goals defined in 2018 Update will be used as the basis for Task 9.2
- Asset evaluations only include pump stations, tanks, and pipelines.
- Assessments will utilize existing data; no field condition assessments will be performed.
- The final draft of the section will be completed in Task 15.
- District staff will provide consolidated comments to draft chapter 10 working days after submittal.

Deliverables

1. Outline of Asset Management Section
2. Draft Asset Management Section
3. In-Person Workshop 1 Agenda and Minutes
4. In-Person Workshop 2 Agenda and Minutes
5. In-Person Workshop 3 Agenda and Minutes

Task 10: Prepare Vulnerability Assessment and Resilience Plan Section

The F&L team will develop a high-level, qualitative Vulnerability Assessment and Resilience Plan. The goals of the plan are to identify the most critical and vulnerable assets, prioritize projects to improve resilience, and develop an ongoing resilience improvement program to help the District protect customers in hazardous events.

Subtasks include:

Task 10.1 Identify Hazards, LOS Goals, and Backbone Facilities

- Review hazards identified in the 2020 Risk and Resilience Assessment and most recent Local Hazards Mitigation Plan
- Review findings presented in the 2023 Marin County Multi-Jurisdictional Local Hazard Mitigation Plan.
- Confirm available GIS mapping information available representing hazardous impacts (e.g. landslide, liquefaction, etc.)
- Assess estimated impacts of climate change on frequency and intensity of hazardous events.
- Establish Emergency Level of Service (LOS) Goals
- Consider National Institute of Science and Technology (NIST) Community Resilience Planning Guidelines
- Identify and prioritize critical customers
- Identify backbone facilities that connect supply to critical customers. Rely on backbone effort established by staff and criticality rating established in Task 9.

Task 10.2 Vulnerability Assessment

- Perform a qualitative vulnerability assessment for backbone facilities considering highest hazards. Integrate vulnerabilities developed in Section 9 – Asset Management.
- For pipelines, review and incorporate existing vulnerability assessment and Risk and Resilience Assessment to avoid duplicating effort.
- For pump stations and storage tanks, vulnerability will be based on staff input, asset condition data, facility age, and proximity to hazards.
- For supply sources, vulnerability will be based on staff input, asset condition data, facility age, and proximity to hazards.
- Identify additional recommended vulnerability assessments for facilities with limited information.
- Develop a Vulnerability Assessment Matrix of Backbone Facilities

Task 10.3 Resilience Improvements

- Develop highest priority resilience improvements to be included in Task 9 and the Capital Improvement Plan.
- Develop planning level cost estimates for additional studies and recommended projects.

- Include recommendations for continued resilience planning
- Identify needs for Emergency Response Plan
- Identify overlap with 2025 Risk and Resilience Plan

Task 10.4 Resilience Planning Workshop

- Facilitate a multi-day workshop with District staff to go through each of the task elements above. Assumes three four-hour workshops in three consecutive days.
- Prepare workshop materials including maps, condition and criticality assessments.

Task 10.5 Draft and Final Vulnerability Assessment and Resilience Plan

- Develop draft and final Vulnerability Assessment and Resilience Plan. Incorporate staff comments on draft plan into final Plan.

Key Assumptions

- Vulnerability Assessments will be performed for backbone facilities only.
- Structural performance evaluations and improvements of facilities are not included.
- Staff will attend and participate in workshops virtually.
- This task will be done after Task 9 – Asset Management
- District staff will provide consolidated comments to draft chapter 10 working days after submittal.

Deliverables

1. Workshop materials.
2. Vulnerability Assessment Matrix of Backbone Facilities
3. Draft Vulnerability Assessment and Resilience Plan
4. Final Vulnerability Assessment and Resilience Plan

Task 11: Enhance Existing Improvement Project Evaluation Section

The F&L team recommends that Evaluation of Improvement Projects be expanded based on review of the current content, discussions with the District, and the enhanced changes that will be made to other sections of the current Master Plan. The proposed enhancements include:

- Develop risk-based criteria to prioritize projects,
- Update cost estimating methodologies,
- Provide summary of improvements identified in previous sections;
- Prepare project summary reports, and
- Develop potential timeline for improvements.

The includes development of an outline for the proposed section enhancements for District review and comment prior to moving forward with preparation of the revised section.

We have also included two progress meetings with District staff that will be an opportunity for the F&L team to provide updates on progress, solicit preliminary District input, and discuss any critical issues that may be identified during development of the enhanced section. The progress meetings would be scheduled on an as needed basis and would generally be held virtually. The F&L team will provide meeting agendas prior to the meeting highlighting specific discussion topics that would require District feedback during the meeting.

Key Assumptions

- Progress Meeting No. 1 will be to review draft risk-based criteria and cost estimating methodologies and will be held prior to the F&L team preparing the new section outline.
- Progress Meeting No. 2 will be for the F&L team to present to the District the initial proposed project prioritization and allow the District to provide initial feedback. The meeting will be held prior to submitting the draft section.
- All meetings will be virtual.
- District staff will provide consolidated comments to draft chapter 10 working days after submittal.

Deliverables

1. Section Revisions Outline for Review
2. Draft Project Alternatives Evaluation Section
3. Final Project Alternatives Evaluation Section
4. Two Meeting Agendas and Minutes

Task 12: Enhance Existing Capital Improvement Plan Section

The F&L team will outline the Capital Improvement Plan for the District. The F&L team will integrate recommendations the Task 2 through Task 11 to create a comprehensive plan for the District. This task includes development of an outline for the proposed section enhancements for District review and comment prior to moving forward with preparation of the revised section.

The F&L team has not included any progress meeting for this task as progress meetings including with other tasks will provide the F&L team with sufficient guidance to prepare the draft Capital Improvement Plan.

Key Assumptions

- No meetings are included in this task

- District staff will provide consolidated comments to draft chapter 10 working days after submittal.

Deliverables

1. Draft Capital Improvement Plan Section
2. Final Capital Improvement Plan Section

Task 13: Prepare Administrative Draft Master Plan Update

Following completion of Task 2 through Task 12, the F&L team will integrate all revised, enhanced, and new sections into a comprehensive Master Plan Update. The administrative draft document will be submitted in electronic format to the District for review and comment. We anticipate providing a compiled PDF of the Master Plan Update to including all text, tables, figures, and appendices. The F&L team will also provide MS Word files of the text to facilitate review and comment by the District.

Key Assumptions

- No meetings are included in this task as review of the Administrative Draft with District staff is included in Task 14.
- District staff will provide consolidated comments to draft chapter 15 working days after submittal.

Deliverables

1. Administrative Draft Master Plan Update in PDF format
2. Text from the Administrative Draft Master Plan Update in MS Word format

Task 14: Administrative Draft Workshops

The F&L Team anticipates a series of workshops and meetings throughout development of the Master Plan Update. In general, the workshops are anticipated to be a hybrid format to maximize participation. The F&L team proposes the following:

Task 14.01 – Progress Workshop No. 1

Progress Workshop No. 1 will focus on operational related topics and review section outlines developed under Task 2, Task 3, Task 6, and Task 10.

Task 14.02 – Progress Workshop No. 2

Progress Workshop No. 2 will focus on Stafford Lake and supply related topics and review section outlines developed under Task 4 and Task 5.

Task 14.03 – Administrative Draft Workshop

Administrative Draft Workshop will include a presentation by the F&L team highlighting key components of the Administrative Draft Master Plan Update, facilitate discussion with District staff, capture comments from District staff, and review next steps.

Key Assumptions

- For all workshops and meetings, the F&L team will prepare meetings agendas and distribute the agendas to attendees prior to the workshop or meeting.
- The F&L team will also prepare minutes from all workshops and meetings.

Deliverables

1. Progress Workshop No. 1 agenda and minutes
2. Progress Workshop No. 2 agenda and minutes
3. Administrative Draft Workshop agenda and minutes

Task 15: Prepare Final Master Plan Update

Following completion of the Administrative Draft Workshop and receipt of the District's consolidated written comments, the F&L Team will respond to all District comments. The F&L Team will also proceed with preparing the draft final Master Plan Update

Prior to presenting the draft final Master Plan Update to the District Board, the F&L team will assist the District to meet with and present key components of the update to key staff from several potential stakeholders including:

- Novato Fire Protection District
- City of Novato
- County of Marin

The purpose of the stakeholder presentation is to provide an overview of the Master Plan Update and recommendations. The presentation is also anticipated to include an overview of the recommended capital improvement program.

Following completion of the stakeholder meetings, the draft final Master Plan Update will also be presented to the Board of Directors. For purposes of this proposal, the F&L team assumes that the Master Plan Update will be presented during a Board workshop. The F&L team will prepare presentation materials and participate in the workshop with District staff.

The final Master Plan Update will be prepared after completion of the stakeholder meetings and Board workshop to allow the F&L team to incorporate feedback. The draft final Master Plan Update will be submitted the District for review and comment. The F&L team will provide written response to comments along with the final Master Plan Update.

Key Assumptions

- Up to three stakeholder meetings may be required and those meetings will be virtual.
- The District Board presentation will occur during a workshop and separate from a regular District Board meeting.
- The F&L team will participate both in person and remotely to maximize participation by the F&L team.

Deliverables

1. Up to three stakeholder meetings agendas and minutes
2. Board Workshop agenda and minutes
3. Draft Final Master Plan Update
4. Final Master Plan Update including Response to Comments

ATTACHMENT C
BUDGET ESTIMATE FOR BASE TASKS FOR NORTH MARIN WATER DISTRICT MASTER PLAN UPDATE
 Novato, California

TASKS	ESTIMATED																	TOTAL LABOR COST (\$)	OTHER DIRECT COSTS				ESTIMATED COST (2)											
	LABOR (Hours) (1)																		UNIT	QNTY	UNIT COST (\$)	MARKUP (\$)	TOTAL COST PER ITEM (\$)	SUB TOTALS (\$)										
	F&L				West Yost							Kennedy Jenks																						
	Clerical	Staff Engineer	Project Engineer	Principal-in-Charge	QC Review	Engineer/Scientist/Geologist Manager II	Principal Engineer/Scientist/Geologist II	Principal Tech Specialist I	Senior Engineer/Scientist/Geologist II	Associate Engineer/Scientist/Geologist I	Engineer/Scientist/Geologist II	Administrative III	Engineer-Scientist-Specialist 3	Engineer-Scientist-Specialist 5	Engineer-Scientist-Specialist 7	Engineer-Scientist-Specialist 8	Sr. GIS Analyst								Project Assistant									
105	152	163	263	355	351	322	320	286	226	205	145	210	250	300	320	195	145																	
Task 5: Historical Water Demands and Demand Forecasts																																		
Review historical demands and projections													12	10	2	4		2	\$7,190						\$7,190									
Review regulatory changes (esp. Making Conservation a CA Way of Life)													8	4		2			\$3,320						\$3,320									
Review regional planning documentation and develop future demand projections													12	8	2	2			\$5,760						\$5,760									
Section Revision Outline Development				1									4	2		1			\$1,923						\$1,923									
Section Draft revisions and Final Section Writing				1									36	14	2	4			\$13,203						\$13,203									
Task Meetings		1		1										1		1			\$985						\$985									
Subtotal Labor Hours - Task 5		1		3									72	39	6	14		2	\$32,381							\$32,380								
Estimated Cost - Task 5																																		
Task 6: Operational Strategy																																		
Support Documenting Operations Setpoint Info													3	2					\$1,130						\$1,130									
Review existing operational procedures		8																	\$1,216						\$1,216									
Progress Meeting No. 1 Kickoff		4		2															\$1,134						\$1,134									
Prepare SOP template and instructions	8	8		2															\$2,582						\$2,582									
Prepare Operations Plan section outline		8		1															\$1,479						\$1,479									
Prepare Draft and Final Operations Plan Section		16		4															\$3,484						\$3,484									
Progress Meeting No. 2		4		2															\$1,134						\$1,134									
Subtotal Labor Hours - Task 6	8	48		11									3	2					\$12,159							\$12,160								
Estimated Cost - Task 6																																		
Task 7: Hydraulic Evaluation																																		
Review previous hydraulic studies													8	6		4		4	\$5,040						\$5,040									
Evaluate system storage requirements			1	1									8	6		2			\$4,246						\$4,246									
Review historical water meter data / geolocate meter data													24	6		1	8	\$8,420						\$8,420										
Review production data to calculated MDD and MinDD factors													16	6	2	2			\$6,100						\$6,100									
Develop Scenario List (Max 6 scenarios)				1									4	6		1			\$2,923						\$2,923									
Hydraulic Model Update including future demand allocation to nodes													18	6					\$5,280						\$5,280									
Hydraulic Model Runs and Outputs													34	8					\$9,140						\$9,140									
Generate model output figures													16	8			24	\$10,040						\$10,040										
Hydraulic Evaluation Section Outline				1									6	4		2			\$3,163						\$3,163									
Hydraulic Evaluation Draft and Final Section Writing				2									32	8	2	2			\$10,486						\$10,486									
Task Meetings (4)		4		4									8	4		4			\$5,620						\$5,620									
Subtotal Labor Hours - Task 7		4		9									174	68	4	18	32	4	\$70,458							\$70,460								
Estimated Cost - Task 7																																		
Task 8: Water Quality Evaluation																																		
Review new and pending drinking water regulatory requirements		12	2	1															\$2,413						\$2,413									
Section Revision Outline Development		4	1	1															\$1,034						\$1,034									
Section 7 Draft and Final Section Writing		16	4	2											4				\$4,810						\$4,810									
Task Meetings		1		1															\$415						\$415									

ATTACHMENT C
BUDGET ESTIMATE FOR BASE TASKS FOR NORTH MARIN WATER DISTRICT MASTER PLAN UPDATE
 Novato, California

TASKS	ESTIMATED																	TOTAL LABOR COST (\$)	OTHER DIRECT COSTS				ESTIMATED COST (2)	
	LABOR (Hours) (1)																		UNIT	QNTY	UNIT COST (\$)	MARKUP (\$)	TOTAL COST PER ITEM (\$)	SUB TOTALS (\$)
	F&L				West Yost							Kennedy Jenks												
Clerical	Staff Engineer	Project Engineer	Principal-in-Charge	QC Review	Engineer/Scientist/Geologist Manager II	Principal Engineer/Scientist/Geologist II	Principal Tech Specialist I	Senior Engineer/Scientist/Geologist II	Associate Engineer/Scientist/Geologist I	Engineer/Scientist/Geologist II	Administrative III	Engineer-Scientist-Specialist 3	Engineer-Scientist-Specialist 5	Engineer-Scientist-Specialist 7	Engineer-Scientist-Specialist 8	Sr. GIS Analyst	Project Assistant							
105	152	163	263	355	351	322	320	286	226	205	145	210	250	300	320	195	145							
Task 14: Administrative Draft Workshops																								
Progress Workshop 1	4		4			4												\$2,948				\$2,948	\$2,948.00	
Progress Workshop 2			4			8												\$3,628	1	\$660		\$4,288	\$4,288.00	
Administrative Draft Workshop	4		4			4							2		2			\$4,088	1	\$110		\$4,198	\$4,198.00	
Coordination Allowance			2															\$526				\$526	\$526.00	
Subtotal Labor Hours - Task 14	8		14			16							2		2			\$11,190	Estimated Cost - Task 14			\$11,960		
Task 15: Prepare Final Master Plan Update																								
Final Report Edits	4	4	2		4	8					2	4	4		2			\$8,104				\$8,104	\$8,104.00	
Respond to comments		4	2		2	6		2	4	4								\$5,864				\$5,864	\$5,864.00	
Stakeholder Meetings		4		2		6												\$3,066				\$3,066	\$3,066.00	
Board of Directors Meeting			4			4												\$2,340				\$2,340	\$2,340.00	
Subtotal Labor Hours - Task 15	4	12	4	6		6	24		2	4	4	2	4	4		2		\$19,374	Estimated Cost - Task 15			\$19,370		
Total Labor Hours	28	174	86	116	12	20	158	64	80	282	20	14	291	147	14	43	38	10	\$378,409	Total Estimated Cost			\$374,740	

Notes to Table:

- (1) Billing rates are based on F&L's Charge Rate Schedule dated January 1, 2024.
- (2) Subtotal Labor Hours and Estimated costs are rounded to the nearest \$10.

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MEMORANDUM

To: Board of Directors

September 17, 2024

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

Subj: Preliminary FY 23/24 Financial Statement
t:\ac\board reports\board memos\2024\financial statements\bod memo financial statements fy 23.24 4th qtr.docx

RECOMMENDED ACTION: Information Only

FINANCIAL IMPACT: None at this time

Attached is the preliminary Fiscal Year 23/24 Financial Statement for all of North Marin Water District's enterprises. The financial statement includes financial transactions for the full fiscal year from July 1, 2023 through June 30, 2024. The Auditor-Controller will highlight key elements of the report and be available to answer questions from the Board of Directors. This is a draft report pending conclusion of the audit, and the final audited Financial Statements will be presented to the Board at a future meeting.

ATTACHMENTS

1. Preliminary 23/24 Financial Statement

NORTH MARIN WATER DISTRICT



FINANCIAL STATEMENT FISCAL YEAR 2023-24

June 30, 2024 - PRELIMINARY

**NORTH MARIN WATER DISTRICT
FINANCIAL STATEMENTS
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MEMORANDUM

To: Tony Williams, General Manager

September 10, 2024

From: Reviewed by: Julie Blue, Auditor-Controller

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

Subj: Information – FY23/24 June Financial Statement

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FISCAL YEAR PERFORMANCE COMPARED TO THE ANNUAL BUDGET

<u>CONSOLIDATED SUMMARY</u>	Jun-24	FY23/24	FY23/24	FYTD /
Actual vs. Budget	<u>Actual</u>	<u>Actual YTD</u>	<u>Budget</u>	<u>Budget %</u>
Operating Revenue	\$3,077,801	\$27,114,942	\$26,465,000	102%
Operating Expense	\$2,753,432	\$25,190,300	\$25,440,000	99%
Non-Operating Revenue / (Expense)	(\$122,750)	\$485,713	(\$1,314,000)	(37%)
Net Income / (Loss)	\$201,618	\$2,410,354	(\$289,000)	(834%)
Other Sources / (Uses)*	(\$735,601)	(\$10,469,776)	(\$6,451,000)	162%
Cash Increase / (Decrease)	(\$533,982)	(\$8,059,421)	(\$6,740,000)	120%

* See Page 8.

For the fiscal year 2023-2024, the District generated a net income of \$2,410,354 and saw a net cash decrease of \$8,059,421. Operating Revenue came in 2% over budget and Operating Expense came in 1% under budget. \$11,061,408 (68%) of the Capital Improvement Projects Budget was expended this fiscal year to date.

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

<u>NOVATO WATER</u>	Jun-24	FY23/24	FY22/23	FY24 vs 23
Year over Year Comparison	<u>Actual</u>	<u>Actual YTD</u>	<u>Actual YTD</u>	<u>Up/(Down)</u>
Operating Revenue	\$2,678,276	\$24,292,058	\$21,521,589	13%
Operating Expense	2,434,756	22,309,743	17,665,659	26%
Other Income / (Expense)	(49,876)	325,795	550,711	(41%)
Net Income / (Loss)	\$193,644	\$2,308,110	\$4,406,642	(48%)
Active Accounts	20,875	20,875	20,831	0%
Consumption (MG)	240	2,150	1,993	8%
Average Commodity Rate / 1,000 gal	\$7.71	\$7.63	\$7.27	5%
Income / (Loss) / Active Account	\$9.28	\$110.57	\$211.54	(48%)
Income / (Loss) / 1,000 Gal	\$0.81	\$1.07	\$2.21	(51%)
Facility Reserve Charges	\$362,030	\$970,610	\$437,680	122%
FRC Transfer (to)/from Recycled Water	(\$693,686)	(\$693,686)	(\$614,299)	13%
Developer 'In-Kind' Contributions	\$3,883	\$536,625	\$898,939	(40%)

Consumption for the fiscal year to date was 8% more than the prior year. Total operating revenue, which includes wheeling and other miscellaneous service charges, increased \$2,770,469 from the prior year. Total operating expense was \$4,644,084 more than last year.

The Stafford Treatment Plant produced 409 MG this fiscal year-to-date at a cost of \$5,320/MG¹ versus \$3,804/MG³ from SCWA. The budget for Stafford is 650 MG at a cost of \$4,016/MG.

The fiscal year net income (which includes non-operating items such as interest revenue and expense) of \$2,308,110 compares to a budgeted net loss for the year of \$109,000 and to a net income of \$4,406,642 for the prior year. \$10,099,360 (72%) of the Novato Water Capital Improvement Project Budget was spent versus \$9,236,130 (56%) for the prior year. \$970,610 in Facility Reserve Charges (FRC) have been collected (\$793,000 is budgeted). FRC reserves totaling \$693,686 were transferred this fiscal year from the Novato Water Fund to the Recycled Water Fund. The Novato FRC Reserve has a net deficit of \$8,379,143 arising from transfers to the RW Fund in advance of FRC receipts. This is up from a net deficit of \$7,126,285 last year. That deficit will be reimbursed by future Connection Fee revenue. The Novato cash balance decreased \$908,595 in June, and stood at \$21,170,121 at month end, compared to a budgeted projection of \$15,886,000 at fiscal year-end.

<u>NOVATO RECYCLED</u>	Jun-24	FY23/24	FY22/23	FY24 vs 23
Year over Year Comparison	<u>Actual</u>	<u>Actual YTD</u>	<u>Actual YTD</u>	<u>Up/(Down)</u>
Operating Revenue	\$256,706	\$1,493,496	\$1,517,211	(33%)
Operating Expense	171,405	1,377,108	1,469,853	(6%)
Other Income / (Expense)	(3,710)	106,437	(141,528)	-
Net Income / (Loss)	<u>\$81,591</u>	<u>\$222,825</u>	<u>(\$94,171)</u>	-
Active Accounts	101	101	100	1%
Consumption (MG)	29.6	180.3	187.5	(4%)
Average Commodity Rate / 1,000 gal (net)	\$8.29	\$7.38	\$7.18	3%
Deer Island Production (MG)	(0.0)	4.2	0.0	-
Novato Sanitary Production (MG)	(0.0)	87.9	157.8	(44%)
Las Gallinas Production (MG)	0.0	31.0	43.2	(28%)
Potable Water Input (MG)	0.0	13.4	10.6	27%
Facility Reserve Charge Alloc from				
Novato	\$693,686	\$693,686	\$614,299	13%
RW Costs	\$38,781	\$270,502	\$331,168	(18%)

180.3 MG was delivered to RW customers this fiscal year to date, 4% less than the prior year. Operating revenue was 33% less than last year. Total operating expense was 6% less than the prior year. The recycled water was produced at a cost of \$2,129/MG² (including potable water consumed) versus \$3,804/MG³ from SCWA. The budgeted production cost of recycled water is \$3,085/MG.

The fiscal year net income of \$222,825 compares to a budgeted net loss for the year of \$289,000 and a net loss of \$94,171 for the prior year. \$302,363 (36%) of the Recycled Water Capital Improvement Project Budget was spent versus \$0 (0%) for the prior year.

The Novato Recycled cash balance stood at \$7,167,849 at month end, \$7.1M of which amount resides in restricted reserves for debt service, the Deer Island Facility Replacement Fund and the Recycled Water Capital Replacement and Expansion Fund.

¹ Stafford production cost = TP op expense (\$1,456,326) + SRF loan interest (\$133,353) + plant depreciation (\$586,935)/409.1 MG produced

² Recycled Water production cost = purchased water cost (\$270,502) + treatment expense (\$6,106) + Deer Island RW Facility SRF loan interest (\$24,741) + Deer Island plant depreciation (\$115,919)/196.0 MG produced

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

WEST MARIN WATER	Jun-24	FY23/24	FY22/23	FY24 vs 23
Year over Year Comparison	Actual	Actual YTD	Actual YTD	Up/(Down)
Operating Revenue	\$115,682	\$1,003,924	\$901,350	11.4%
Operating Expense	117,355	1,125,129	913,032	23%
Other Income / (Expense)	26,303	27,432	(34,407)	-
Net Income / (Loss)	\$24,629	(\$93,774)	(\$46,088)	103%
Active Accounts	797	797	792	1%
Consumption (MG)	6.5	54.4	50.9	7%
Average Commodity Rate / 1,000 gal (net)	\$13.77	\$13.27	\$12.45	7%
Income/ (Loss) / Active Account	\$30.90	(\$117.66)	(\$58.19)	102%
Income / (Loss) / 1,000 Gal	\$3.81	(\$1.72)	(\$0.91)	91%
Facility Reserve Charges	\$20,660	\$68,560	\$0	-
Developer 'In-Kind' Contributions	\$461	\$14,073	\$48,651	(71%)

Consumption for the fiscal year was 7% more than the prior year. Operating revenue was 11.4% more than last year.

Operating expenditures were \$212,098, or 23% more than the previous year. The fiscal year net loss of \$93,774 compares to a budgeted annual net loss of \$109,000 and to a net loss of \$46,088 for the prior year. \$336,466 (58%) of the Capital Improvement Project Budget was expended this fiscal year, and \$68,560 in connection fees have been collected (\$21,000 is budgeted). The West Marin cash balance increased \$7,753 in June and stood at \$609,557 at month end, compared to a budgeted projection of \$482,000 at fiscal year-end.

OCEANA MARIN SEWER	Jun-24	FY23/24	FY22/23	FY24 vs 23
Year over Year Comparison	Actual	Actual YTD	Actual YTD	Up/(Down)
Operating Revenue	\$27,137	\$325,464	\$304,560	7%
Operating Expense	29,915	378,320	343,421	10%
Other Income / (Expense)	3,288	26,049	(24,416)	-
Net Income / (Loss)	\$509	(\$26,807)	(\$63,278)	(58%)
Active Accounts	237	237	235	1%
Monthly Sewer Service Charge	\$115	\$115	\$108	6%
Income / (Loss) / Active Account	\$2.15	(\$113.11)	(\$269.27)	-
Sewage Facilities Connection Charges	\$0	\$75,000	\$0	-

Operating revenue of \$325,464 was 7% more than the previous year due to the 6% rate increase effective July 1, 2023, two new connections and an inspection fee collected. Operating expenditures were 10%, or \$34,899 more than the previous year. The fiscal year net loss of \$26,807 compares to a budgeted annual net income of \$29,000 and to a net loss of \$63,278 for the prior year. \$323,218 (34%) of the Capital Improvement Project Budget has been expended this fiscal year.

\$75,000 in Sewage Facilities Connection Charges (SFCC) have been collected (\$0 is budgeted). The Oceana Marin cash balance decreased \$162,354 in June and stood at \$322,200 at month end, compared to a budgeted projection of \$374,000 at fiscal-year-end.

**NORTH MARIN WATER DISTRICT
STATEMENT OF NET POSITION
FOR THE PERIOD ENDING JUNE 30, 2024**

	<u>TOTAL</u>	<u>NOVATO WATER</u>	<u>NOVATO RECYCLED</u>	<u>WEST MARIN WATER</u>	<u>OCEANA MARIN SEWER</u>
ASSETS					
Cash & Investments					
Unrestricted/Undesignated Cash	\$476,752	\$0	\$20,243	\$217,698	\$238,811
Restricted Cash (Note 1)					
Connection Fee Fund	\$0	\$0	\$0	\$0	\$0
Deer Island RWF Replacement Fund	215,000	0	215,000	0	0
Capital Replacement & Expansion Fund	5,974,461	0	5,974,461	0	0
STP SRF Reserve-Marine Co Treasury	1,067,432	1,067,432	0	0	0
RWS North/South SRF Reserve Fund	614,299	0	614,299	0	0
RW Central Area SRF Reserve Fund	275,773	0	275,773	0	0
DL Falk Const Escrow Acct	573,551	573,551	0	0	0
Designated Cash (Note 2)					
Liability Contingency Fund	1,705,370	1,606,485	0	98,885	0
Workers' Compensation Fund	29,437	27,293	780	974	389
Retiree Medical Benefits Fund	4,287,222	4,287,222	0	0	0
Maintenance Accrual Fund	3,882,192	3,882,192	0	0	0
Operating Reserve Fund	6,786,293	6,344,000	67,293	292,000	83,000
Webster Bank-Admin Bldg/CIP Fund	3,404,828	3,404,828	0	0	0
Total Cash	\$29,293,614	\$21,194,009	\$7,167,849	\$609,557	\$322,200
Gain/(Loss) on MV of Investments	(23,888)	(\$23,888)	\$0	\$0	\$0
Market Value of Cash & Investments	\$29,269,727	\$21,170,121	\$7,167,849	\$609,557	\$322,200
Current Assets					
Net Receivables - Consumers	\$1,817,988	\$1,509,407	\$130,620	\$173,358	\$4,603
Accrued Water Sales	3,754,316	3,364,624	286,494	103,198	0
Accounts Receivable-Other	703,947	333,577	38,791	138,718	192,861
Prepaid Expense	428,444	428,444	0	0	0
Reimbursable Small Jobs	28,488	28,488	0	0	0
Interest Receivable	227,520	226,668	852	0	0
Inventories	1,007,639	1,007,639	0	0	0
Deposits Receivable	34,982	34,982	0	0	0
Total Current Assets	\$8,003,324	\$6,933,829	\$456,757	\$415,275	\$197,464

**NORTH MARIN WATER DISTRICT
STATEMENT OF NET POSITION
FOR THE PERIOD ENDING JUNE 30, 2024**

	<u>TOTAL</u>	<u>NOVATO WATER</u>	<u>NOVATO RECYCLED</u>	<u>WEST MARIN WATER</u>	<u>OCEANA MARIN SEWER</u>
Loans Receivable					
Employee Loans (Note 3)	250,000	\$250,000	\$0	\$0	\$0
Other Long Term Receivables (Note 4)	3,853,622	2,852,239	995,239	6,143	0
Loans Receivable	\$4,103,622	\$3,102,239	\$995,239	\$6,143	\$0
Property and Plant					
Land & Land Rights	\$1,493,091	\$1,368,872	\$0	\$123,411	\$808
Dam, Lake, & Source Facilities	5,675,845	5,183,433	0	492,412	0
Treatment Facilities	23,486,730	19,076,812	2,666,198	819,741	923,980
Storage Facilities	26,430,232	21,218,225	1,643,458	3,568,548	0
Transmission Facilities (16"+)	29,503,127	29,380,803	0	122,324	0
Distribution and Pumping Facilities	112,020,940	74,010,731	31,863,471	6,146,738	0
Sewer Mains, Pumps, & Laterals	1,218,650	0	0	0	1,218,650
Sub-Total	\$199,828,616	\$150,238,876	\$36,173,127	\$11,273,174	\$2,143,439
Less Accumulated Depreciation (Note 5)	(74,320,702)	(60,708,816)	(7,397,936)	(4,986,583)	(1,227,366)
Net Property and Plant	\$125,507,914	\$89,530,060	\$28,775,191	\$6,286,590	\$916,073
Buildings and Equipment (Note 6)					
Buildings	\$2,502,997	\$2,502,997	\$0	\$0	\$0
Office Equipment	1,315,766	1,315,766	0	0	0
Laboratory Equipment	323,072	323,072	0	0	0
Trucks & Automobiles	2,031,802	2,031,802	0	0	0
Construction Equipment	1,263,758	1,263,758	0	0	0
Tools, Shop Equipment	398,458	398,458	0	0	0
Lease Assets	0	0	0	0	0
Sub-Total	\$7,835,853	\$7,835,853	\$0	\$0	\$0
Less Accumulated Depreciation (Note 5)	(5,586,004)	(5,586,004)	0	0	0
Net Buildings and Equipment	\$2,249,849	\$2,249,849	\$0	\$0	\$0
Construction In Progress					
Developer	\$1,885,830	\$1,871,242	\$0	\$14,073	\$515
District	25,283,937	22,137,910	303,024	2,267,545	575,458
Total Construction in Progress	27,169,767	24,009,152	303,024	2,281,618	575,973
Net Physical Plant & Equipment	154,927,530	115,789,061	29,078,215	8,568,208	1,492,046
Deferred Outflow of Resources-GASB68	6,895,249	6,895,249	0	0	0
Deferred Outflow of Resources-GASB75	22,539	22,539	0	0	0
TOTAL ASSETS	\$203,221,991	\$153,913,038	\$37,698,060	\$9,599,183	\$2,011,709

**NORTH MARIN WATER DISTRICT
STATEMENT OF NET POSITION
FOR THE PERIOD ENDING JUNE 30, 2024**

	TOTAL	NOVATO WATER	NOVATO RECYCLED	WEST MARIN WATER	OCEANA MARIN SEWER
LIABILITIES AND NET ASSETS					
Current Liabilities					
Trade Accounts Payable	\$2,886,675	\$2,869,480	\$10,005	\$0	\$7,190
Reimbursement Prog. Unclaimed Funds	414,965	385,865	0	29,100	0
Loan Debt Principal Payable-Current	1,434,201	463,743	970,458	0	0
Bank of Marin Principal Payable-Current	437,229	381,264	0	55,965	0
JP Morgan/Chase AMI Loan-Current	300,000	300,000	0	0	0
Webster Bank-Admin Bldg/CIP Loan-Current	776,681	776,681	0	0	0
WM Loan Due to Novato-Current	90,677	0	0	90,677	0
Accrued Interest Payable-SRF Loan	92,790	0	92,790	0	0
JP Morgan/Chase AMI Loan Interest Payable	26,766	26,766	0	0	0
Webster Bank Loan Interest Payable	190,405	190,405	0	0	0
WM Loan from Novato-Loan Interest Payable	25,043	0	0	25,043	0
Deposits/Performance Bonds	416,192	407,042	0	7,150	2,000
Unemployment Insurance Reserve (Note 8)	11,700	11,700	0	0	0
Workers' Comp Future Claims Payable	29,437	27,971	534	666	266
Payroll Benefits (Note 9)	1,122,905	1,022,776	38,641	47,933	13,555
Enterprise Vehicle Leases	134,871	134,871	0	0	0
Deferred Revenue	295,837	289,214	390	6,234	0
Total Current Liabilities	\$8,686,374	\$7,287,778	\$1,112,818	\$262,768	\$23,010
Restricted Liabilities					
Construction Advances	\$815,666	\$597,929	\$0	\$214,252	\$3,485
Total Restricted Liabilities	\$815,666	\$597,929	\$0	\$214,252	\$3,485
Long Term Liabilities (Note 7)					
JP Morgan/Chase AMI Loan Payable	\$2,685,000	\$2,685,000	\$0	\$0	\$0
Webster Bank-Admin Bldg/CIP Loan Payable	17,590,396	17,590,396	0	0	0
WM Loan from Novato	821,070	0	0	821,070	0
STP Rehab SRF Loan	4,431,179	4,431,179	0	0	0
RWF SRF Loan	527,663	0	527,663	0	0
RWS North/South Expansion SRF Loan	4,374,211	0	4,374,211	0	0
RWS Central Expansion SRF Loan	5,641,161	0	5,641,161	0	0
Bank of Marin Loan	3,143,911	2,741,490	0	402,421	0
Enterprise Vehicle Leases	265,225	265,225	0	0	0
Net Pension Liability	17,178,160	17,178,160	0	0	0
Total OPEB Liability (Note 2)	4,287,222	4,287,222	0	0	0
Total Long Term Liabilities	\$60,945,198	\$49,178,672	\$10,543,035	\$1,223,491	\$0
Deferred Inflow of Resources-GASB 68	1,354,160	1,354,160	0	0	0
Deferred Inflow of Resources-GASB 75	324,457	324,457	0	0	0
Deferred Inflow of Resources-Leases	325,129	\$314,559	0	\$10,570	0
TOTAL LIABILITIES	\$72,450,985	\$59,057,555	\$11,655,853	\$1,711,081	\$26,495

**NORTH MARIN WATER DISTRICT
STATEMENT OF NET POSITION
FOR THE PERIOD ENDING JUNE 30, 2024**

	<u>TOTAL</u>	<u>NOVATO WATER</u>	<u>NOVATO RECYCLED</u>	<u>WEST MARIN WATER</u>	<u>OCEANA MARIN SEWER</u>
Net Assets					
Invested in Capital Assets					
Contributions in Aid of Construction	\$88,584,043	\$79,880,162	\$5,810,128	\$2,213,484	\$680,270
Grants in Aid of Construction	14,762,869	522,353	10,108,537	3,784,712	347,267
Connection Fees	48,861,382	32,681,992	12,874,691	2,483,243	821,455
Total Investment	\$152,208,295	\$113,084,507	\$28,793,357	\$8,481,438	\$1,848,992
Restricted Reserves					
Connection Fee Fund	(\$9,514,679)	(\$8,379,143)	\$0	(\$883,192)	(\$252,344)
Deer Island RWF Replacement Fund	215,000	0	215,000	0	0
Capital Replacement & Expansion Fund	5,974,461	0	5,974,461	0	0
RWS North/South SRF Reserve Fund	614,299	0	614,299	0	0
RW Central Area SRF Reserve Fund	275,773	0	275,773	0	0
Designated Reserves					
Liability Contingency Fund	1,705,370	1,606,485	0	98,885	0
Maintenance Accrual Fund	4,000,000	4,000,000	0	0	0
Retiree Medical Benefits Fund	4,287,222	4,287,222	0	0	0
Operating Reserve Fund	6,955,000	6,344,000	236,000	292,000	83,000
Webster Bank-Admin Bldg/CIP Reserve	3,404,828	3,404,828	0	0	0
Earned Surplus - Prior Yrs	(43,140,111)	(36,784,970)	(6,731,258)	34,744	341,373
Net Income/(Loss)	2,410,354	2,308,110	222,825	(93,774)	(26,807)
Prior Period Adjustment	0	0	0	0	0
Transfer (To)/From Reserves (see below)	1,375,194	4,984,444	(3,558,250)	(42,000)	(9,000)
Total Restricted & Designated	(\$21,437,289)	(\$18,229,024)	(\$2,751,150)	(\$593,336)	\$136,222
TOTAL NET POSITION	\$130,771,006	\$94,855,483	\$26,042,207	\$7,888,102	\$1,985,214
Transfer (To)/From Reserves					
Connection Fee	\$0	\$0	\$0	\$0	\$0
Liability Reserve	0	0	0	0	0
Capital Replacement & Expansion Fund	(3,557,250)	0	(3,557,250)	0	0
Maintenance Reserve	0	0	0	0	0
RWF Replacement Fund	0	0	0	0	0
Retiree Medical Insurance Fund	(1,527,709)	(1,527,709)	0	0	0
(Gain)/Loss WC Fund	0	0	0	0	0
Bank of Marin Project Fund	0	0	0	0	0
Operating Reserve Fund	(616,000)	(564,000)	(1,000)	(42,000)	(9,000)
Trsf to Webster Bank-Admin Bldg/CIP Fund	7,076,153	7,076,153	0	0	0
Total Transfer	\$1,375,194	\$4,984,444	(\$3,558,250)	(\$42,000)	(\$9,000)
TOTAL LIABILITIES AND FUND BALANCE	\$203,221,991	\$153,913,038	\$37,698,060	\$9,599,183	\$2,011,709

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**NORTH MARIN WATER DISTRICT
SOURCES AND USES OF FUNDS STATEMENT - ALL SERVICE AREAS COMBINED
FOR THE PERIOD ENDING JUNE 30, 2024**

	YTD Actual	Annual Budget	YTD/ Budget %	Prior YTD Actual
OPERATING REVENUE				
Water Rate Revenue	\$18,482,239	\$17,991,000	103%	\$16,513,268
Bimonthly Service Charge	7,713,543	7,675,000	101%	7,017,425
Sewer Service Charge	324,264	323,000	100%	304,560
Wheeling & Misc Service Charges	594,896	476,000	125%	409,457
TOTAL OPERATING REVENUE	\$27,114,942	\$26,465,000	102%	\$24,244,710
OPERATING EXPENDITURES				
Source of Supply	\$6,720,551	\$5,908,000	114%	\$5,001,982
Pumping	666,362	611,000	109%	493,028
Operations	1,235,107	1,307,000	94%	678,574
Water Treatment	2,529,311	3,208,000	79%	2,353,464
Sewer Service	266,727	213,000	125%	220,375
Transmission & Distribution	4,050,541	4,421,000	92%	2,913,849
Consumer Accounting	512,743	545,000	94%	386,333
Water Conservation	448,859	476,000	94%	320,596
General & Administrative	4,620,818	4,175,000	111%	3,499,860
Depreciation	4,139,280	4,576,000	90%	4,523,906
TOTAL OPERATING EXPENDITURES	\$25,190,300	\$25,440,000	99%	\$20,391,965
NET OPERATING INCOME (LOSS)	\$1,924,642	\$1,025,000	188%	\$3,852,745
NON-OPERATING REVENUE/(EXPENSE)				
Tax Proceeds	\$142,865	\$125,000	114%	\$140,595
Interest Revenue	1,519,432	585,000	260%	1,144,523
Miscellaneous Revenue	502,743	123,000	409%	287,229
Bond & Loan Interest Expense	(1,166,761)	(1,203,000)	97%	(1,206,332)
Miscellaneous Expense	(512,567)	(376,000)	136%	(15,653)
Capital Contribution Expense-NSD & LGVSD	0	(568,000)	0%	0
TOTAL NON-OP REVENUE/(EXPENSE)	\$485,713	(\$1,314,000)	-37%	\$350,360
NET INCOME/(LOSS)	\$2,410,354	(\$289,000)	-834%	\$4,203,105
OTHER SOURCES/(USES) OF FUNDS				
Add Depreciation Expense	\$4,139,280	\$4,576,000	90%	\$4,523,906
Connection Fees	1,114,170	814,000	137%	437,680
Loan Proceeds	0	9,582,000	0%	0
Grant Proceeds	474,291	805,000	59%	377,573
Marin County Club Loan Principal Pmts	(386)	39,000	-1%	3,837
Caltrans AEEP Capital Contribution	0	0	-	(1,548)
MMWD AEEP Capital Contribution	0	161,000	0%	0
Transfers In from Capital Expansion Fund	0	750,000	-	0
Capital Equipment Expenditures	(521,009)	(538,000)	97%	(403,350)
Capital Improvement Projects	(11,061,408)	(16,315,000)	68%	(9,814,362)
Lease Assets Acquisition	0	0	-	0
Bond & Loan Principal Payments	(3,479,844)	(3,417,000)	102%	(3,506,933)
Change in Working Capital	(1,134,870)	1,637,000	-	(3,148,947)
TOTAL OTHER SOURCES/(USES)	(\$10,469,776)	(\$1,906,000)	549%	(\$11,532,144)
CASH INCREASE/(DECREASE)	(\$8,059,421)	(\$2,195,000)	367%	(\$7,329,039)

**NORTH MARIN WATER DISTRICT
INCOME STATEMENT AND CASH FLOW BY SERVICE AREA
FOR THE PERIOD ENDING JUNE 30, 2024**

<u>SUMMARY INCOME STATEMENT</u>	TOTAL	NOVATO WATER	NOVATO RECYCLED	WEST MARIN WATER	OCEANA MARIN SEWER
Operating Revenue	\$27,114,942	\$24,292,058	\$1,493,496	\$1,003,924	\$325,464
Operating Expense	25,190,300	22,309,743	1,377,108	1,125,129	378,320
OPERATING INCOME/(LOSS)	\$1,924,642	\$1,982,315	\$116,388	(\$121,205)	(\$52,856)
Non-Operating Revenue/(Expense)	485,713	325,795	106,437	27,432	26,049
NET INCOME/(LOSS)	\$2,410,354	\$2,308,110	\$222,825	(\$93,774)	(\$26,807)
CAPITAL CONTRIBUTIONS					
Developer In-Kind Contributions	\$551,214	\$536,625	\$0	\$14,073	\$515
Connection Fees	1,114,170	970,610	0	68,560	75,000
Grant Proceeds	474,291	95,905	0	137,069	241,317
FRC Transfer	0	(693,686)	693,686	0	0
CAPITAL CONTRIBUTIONS	\$2,139,674	\$909,454	\$693,686	\$219,703	\$316,832
Prior Period Adjustments	0	0	0	0	0
CHANGE IN NET POSITION	\$4,550,029	\$3,217,564	\$916,511	\$125,929	\$290,024
Net Position June 30, 2023	126,220,977	91,637,919	25,125,696	7,762,173	1,695,190
Net Position June 30, 2024	\$130,771,006	\$94,855,483	\$26,042,207	\$7,888,102	\$1,985,214

CASH FLOW STATEMENT

Net Income/(Loss)	\$2,410,354	\$2,308,110	\$222,825	(\$93,774)	(\$26,807)
Add back Depreciation	4,139,280	3,057,405	788,511	241,029	52,334
Cash Generated From Operations	\$6,549,635	\$5,365,515	\$1,011,337	\$147,256	\$25,527
<u>Other Sources (Uses) of Funds</u>					
Connection Fee Revenue	\$1,114,170	\$970,610	\$0	\$68,560	\$75,000
Grant Proceeds	474,291	95,905	0	137,069	241,317
Capital Assets Acquisition	(11,582,416)	(10,620,369)	(302,363)	(336,465)	(323,218)
Caltrans AEEP Capital Contribution	0	0	0	0	0
Marin Country Club Loan Principal Pmts	(386)	0	(386)	0	0
Principal Paid on Debt	(3,479,844)	(2,386,807)	(950,740)	(142,298)	0
Consumer Receivables Decr (Incr)	(856,183)	(613,085)	(164,072)	(74,946)	(4,080)
Construction Advances (Decr) Incr	(36,588)	(175,840)	0	139,252	0
Other Assets Decr (Incr)	(560,543)	(378,880)	66,588	(59,007)	(189,243)
Other Liabilities (Decr) Incr	84,640	101,805	(6,492)	(15,875)	5,202
Trade Accounts Payable (Decr) Incr	233,803	216,608	10,005	0	7,190
Connection Fee Transfer	0	(693,686)	693,686	0	0
Interdistrict Transfers	0	0	0	0	0
Total Other Sources (Uses)	(\$14,609,056)	(\$13,483,740)	(\$653,773)	(\$283,710)	(\$187,833)
Net Cash Provided (Used)	(\$8,059,421)	(\$8,118,224)	\$357,563	(\$136,454)	(\$162,306)
MV Cash & Investments June 30, 2023	\$37,329,148	\$29,288,345	\$6,810,285	\$746,011	\$484,506
MV Cash & Investments June 30, 2024	\$29,269,726	\$21,170,121	\$7,167,849	\$609,557	\$322,200

NOVATO WATER
DETAIL INCOME STATEMENT
FOR THE PERIOD ENDING JUNE 30, 2024

	June 2024	YEAR TO DATE ACTUAL	YTD/ BUDGET%	PRIOR YTD ACTUAL
OPERATING REVENUE				
Water Sales	\$1,856,162	\$16,474,605	106%	\$14,555,517
Bill Adjustments	(3,906)	(66,289)	107%	(58,862)
Bimonthly Service Charges	632,463	7,301,145	101%	6,625,825
Account Turn-on Charges	6,610	87,560	100%	84,950
New Account Charges	245	3,715	93%	3,995
Returned Check Charges	9	108	9%	315
Hydrant Meter Up/Down Charges	200	1,400	37%	1,060
Backflow Service Charges	14,344	171,335	100%	171,784
Lab Service-Outside Clients	11,374	40,846	107%	33,913
Wheeling Charges - MMWD	8,961	125,818	90%	103,093
Regulation 15 Forfeiture	151,815	151,815	-	0
TOTAL OPERATING REVENUE	\$2,678,276	\$24,292,058	105%	\$21,521,589
TOTAL EXPENDITURES				
SOURCE OF SUPPLY				
Supervision & Engineering	\$280	\$8,895	111%	\$6,375
Operating Expense - Source	546	6,607	132%	2,473
Maint/Monitoring of Dam	0	36,757	102%	28,304
Maint of Lake & Intakes	(135)	2,123	27%	3,729
Maint of Structures	0	868	-	35
Maint of Watershed	0	33,586	168%	15,487
Water Quality Surveillance	158	1,368	68%	1,009
Fishery Maint	0	0	0%	0
Erosion Control	0	0	0%	0
Purchased Water	840,858	6,340,957	117%	4,596,407
Fines, Penalties & Fees	0	2,009	-	10,550
GASB68 Adjustment	0	0	0%	(6,822)
GASB75 Adjustment (OPEB)	0	0	-	49
SOURCE OF SUPPLY	\$841,707	\$6,433,169	117%	\$4,657,596
PUMPING				
Maint of Structures & Grounds	\$1,527	\$38,787	118%	\$35,189
Maint of Pumping Equipment	4,106	47,240	135%	25,277
Electric Power	64,975	486,410	108%	375,765
GASB68 Adjustment (Pension)	0	0	0%	(13,498)
GASB75 Adjustment (OPEB)	0	0	-	98
PUMPING	\$70,608	\$572,437	108%	\$422,830
OPERATIONS				
Supervision & Engineering	\$23,473	\$299,242	103%	\$311,733
Operating Expense - Operations	57,850	556,370	110%	468,571
Maintenance Expense	3,642	59,791	101%	59,444
Telemetry Equipment/Controls Maint	5,678	79,722	133%	61,723
Leased Lines	2,209	27,623	110%	24,657
GASB68 Adjustment (Pension)	0	0	0%	(377,676)
GASB75 Adjustment (OPEB)	0	0	-	2,734
OPERATIONS	\$92,851	\$1,022,749	90%	\$551,185

**NOVATO WATER
DETAIL INCOME STATEMENT
FOR THE PERIOD ENDING JUNE 30, 2024**

	June 2024	YEAR TO DATE ACTUAL	YTD/ BUDGET%	PRIOR YTD ACTUAL
WATER TREATMENT				
Supervision & Engineering	\$15,618	\$292,000	118%	\$267,542
Operating Expense - Water Treatment	(7,635)	262,058	72%	405,127
Purification Chemicals	0	276,012	58%	758,895
Sludge Disposal	18,750	85,918	73%	108,552
Maint of Structures & Grounds	1,017	75,656	79%	69,097
Maint of Purification Equipment	3,169	261,280	62%	375,819
Electric Power	16,814	203,402	123%	159,409
Water Quality Programs	30,893	118,875	128%	88,679
Laboratory Direct Labor	36,492	413,600	102%	397,256
Lab Service-Outside Clients	6,405	39,654	330%	30,130
Water Quality Supervision	5,706	111,523	112%	96,591
Laboratory Supplies & Expense	4,205	88,562	76%	85,302
Customer Water Quality	8,277	50,168	125%	48,724
Lab Cost Distributed	(5,924)	(46,502)	122%	(36,448)
GASB68 Adjustment (Pension)	0	0	0%	(667,091)
GASB75 Adjustment (OPEB)	0	0	-	4,828
WATER TREATMENT	\$133,786	\$2,232,206	76%	\$2,192,411
TRANSMISSION & DISTRIBUTION				
Supervision & Engineering	\$53,194	\$575,915	76%	\$605,464
Maps & Records	8,790	213,859	87%	358,810
Operation of T&D System	6,147	141,110	87%	152,839
Facilities Location	13,669	157,238	109%	145,622
Safety: Construction & Engineering	2,587	80,800	115%	59,491
Customer Service Expense	15,590	177,542	74%	216,777
Flushing	0	68,281	180%	87,776
Storage Facilities Expense	20,262	173,003	131%	143,886
Cathodic Protection	4,374	15,011	125%	12,344
Maint of Valves/Regulators	12,622	104,193	67%	171,775
Maint of Mains	84,072	392,749	196%	342,892
Leak Detection - Mains	1,106	42,945	226%	19,998
Backflow Prevention Program	12,165	349,261	98%	429,124
Maint of Copper Services	41,943	332,146	189%	178,035
Maint of PB Service Lines	37,148	366,734	90%	410,625
Single Service Installations	(9,504)	5,267	25%	11,601
Maint of Meters	12,113	278,694	181%	142,991
Detector Check Assembly Maint	255,009	325,513	343%	118,366
Maint of Hydrants	169	47,619	85%	63,961
GASB68 Adjustment (Pension)	0	0	0%	(1,056,239)
GASB75 Adjustment (OPEB)	0	0	-	7,645
TRANSMISSION & DISTRIBUTION	\$571,456	\$3,847,880	93%	\$2,623,782

NOVATO WATER
DETAIL INCOME STATEMENT
FOR THE PERIOD ENDING JUNE 30, 2024

	June 2024	YEAR TO DATE ACTUAL	YTD/ BUDGET%	PRIOR YTD ACTUAL
CONSUMER ACCOUNTING				
Meter Reading	\$3,405	\$33,118	123%	\$24,833
Collection Expense - Labor	3,847	33,115	276%	17,474
Collection Expense - Agency	328	1,487	74%	466
Billing & Consumer Accounting	11,297	163,402	103%	146,932
Contract Billing	1,275	15,654	92%	15,937
Stationery, Supplies & Postage	5,577	69,454	101%	70,093
Online Payment Processing Fees	324	84,846	135%	63,588
Lock Box Service	912	11,374	45%	27,669
Uncollectable Accounts	146	18,344	56%	28,966
Office Equipment Expense	820	66,849	89%	70,038
Distributed to West Marin (4.1%)	(973)	(19,465)	102%	(16,216)
GASB68 Adjustment (Pension)	0	0	0%	(86,919)
GASB75 Adjustment (OPEB)	0	0	-	629
CONSUMER ACCOUNTING	\$26,959	\$478,180	94%	\$363,490
WATER CONSERVATION				
Residential	\$14,069	\$201,735	76%	\$244,877
Commercial	1,464	16,097	268%	7,053
Public Outreach/Information	14,159	210,503	173%	152,032
Large Landscape	702	6,236	78%	6,150
GASB68 Adjustment (Pension)	0	0	0%	(97,961)
GASB75 Adjustment (OPEB)	0	0	-	709
TOTAL WATER CONSERVATION	\$30,394	\$434,571	93%	\$312,860
GENERAL AND ADMINISTRATIVE				
Directors Fees	\$3,312	\$40,393	88%	\$39,752
Legal Fees	1,620	12,571	50%	\$17,775
Human Resources	15,669	340,796	133%	178,713
Auditing Fees	6,880	20,277	78%	17,034
Consulting Services/Studies	108,230	251,214	65%	234,764
General Office Salaries	121,235	1,481,391	92%	1,352,742
Safety: General District Wide	2,571	35,990	80%	42,604
Office Supplies	1,702	33,201	92%	36,651
Employee Events	344	11,127	111%	5,727
Other Administrative Expense	117	683	17%	2,782
Election Cost	0	0	-	250
Dues & Subscriptions	2,391	89,830	104%	86,970
Vehicle Expense	676	8,112	45%	8,173
Meetings, Conferences & Training	1,092	152,488	74%	193,107
Recruitment Expense	1,339	7,454	373%	1,705
Gas & Electricity	873	9,098	23%	8,656
Telephone	1,580	18,630	89%	19,242
Water	361	2,084	104%	1,602
Buildings & Grounds Maint	8,241	52,150	76%	60,537
Office Equipment Expense	8,750	149,447	57%	160,147
Insurance Premiums & Claims	22,719	250,962	94%	222,928
Retiree Medical Benefits	18,677	226,814	101%	216,719
Expensed Equipment Purchases	0	0	-	0
(Gain)/Loss on Overhead Charges	19,299	46,946	19%	(10,028)
G&A Applied to Other Operations (5.9%)	(23,447)	(230,380)	129%	(209,109)
Expensed Improvement Projects	0	0	-	0
G&A Applied to Construction	(57,267)	(551,294)	143%	(392,391)
GASB75 Adjustment (OPEB)	0	(363)	-	6,352
GASB68 Adjustment (Pension)	149,704	1,771,527	346%	782,208
GENERAL & ADMINISTRATIVE	\$416,666	\$4,231,147	110%	\$3,085,612
Depreciation (Note 5)	250,329	3,057,405	83%	3,455,892
TOTAL OPERATING EXPENSE	\$2,434,756	\$22,309,743	98%	\$17,665,659
OPERATING INCOME/(LOSS)	\$243,519	\$1,982,315	408%	\$3,855,930

**NOVATO WATER
DETAIL INCOME STATEMENT
FOR THE PERIOD ENDING JUNE 30, 2024**

	June 2024	YEAR TO DATE ACTUAL	YTD/ BUDGET%	PRIOR YTD ACTUAL
NON-OPERATING REVENUE				
Interest:				
General Funds	(\$68,526)	\$602,792	520%	\$431,206
Retiree Medical Insurance Fund	3,942	186,420	249%	101,816
Interest Revenue-Leases	206	11,390	114%	12,084
Worker's Comp Fund	0	0	-	444
Admin Bldg/CIP Project Fund	3,130	243,260	135%	386,618
Funds Held in County Treasury	(7,688)	32,777	164%	34,507
West Marin Loan from Novato	(2,424)	25,043	100%	27,467
MMWD Interconnection Agreement Loan	0	48,228		52,378
Total Interest Revenue	(\$71,360)	\$1,149,910	245%	\$1,046,521
Rents & Leases	(1,205)	73,042	83%	64,341
Tax Proceeds	6,165	142,865	114%	140,595
Other Non-Operating Revenue	8,969	31,025	107%	36,425
Gain/(Loss) on MV of Investments	120,774	361,065	-	213,960
Disposition of Surplus Property	0	0	-	0
NON-OPERATING REVENUE	\$63,342	\$1,757,908	247%	\$1,501,841
NON-OPERATING EXPENSE				
Bank of Marin AEEP Loan Interest Exp	\$9,210	\$113,863	100%	\$125,917
STP SRF Loan Interest Expense	11,113	133,353	100%	154,744
JP Morgan/Chase AMI Loan Interest Expense	6,691	85,497	97%	93,201
Webster Bank Loan Interest Expense	47,601	586,834	99%	561,623
Other Non-Operating Expense	38,603	512,567	136%	15,645
GASB68 Adjustment	0	0	-	0
NON-OPERATING EXPENSE	\$113,218	\$1,432,113	110%	\$951,130
NET INCOME/(LOSS)	\$193,644	\$2,308,110	(2118%)	\$4,406,642

BEGINNING FUND EQUITY		\$91,637,919		\$86,510,505
NET INCOME/(LOSS)	193,644	2,308,110		4,406,642
CONTRIBUTED CAPITAL				
SCWA 84 Water Conservation Grant	51,304	95,905	-	0
Developer 'In-Kind' Contributions	3,883	536,625	-	898,939
Caltrans AEEP Capital Contribution	0	0	0%	(1,548)
MMWD AEEP Capital Contribution	0	0	0%	0
Facility Reserve Charges	362,030	970,610	122%	437,680
2% @ 55 Fund Interest	0	0	-	0
FRC Transfer to/from Recycled Water	(693,686)	(693,686)	92%	(614,299)
Prior Period Adjustment (Note 12)	0	0	-	0
ENDING FUND EQUITY		\$94,855,483		\$91,637,919

**NOVATO RECYCLED WATER
DETAIL INCOME STATEMENT
FOR THE PERIOD ENDING JUNE 30, 2024**

	June 2024	YEAR TO DATE ACTUAL	YTD/ BUDGET%	PRIOR YTD ACTUAL
OPERATING REVENUE				
Recycled Water Sales	\$245,525	\$1,330,788	77%	\$1,346,673
Bimonthly Service Charges	10,657	140,808	104%	134,313
Water Loads	500	21,875	109%	36,225
Account Turn-on Charges	25	25	-	0
TOTAL OPERATING REVENUE	\$256,706	\$1,493,496	79%	\$1,517,211
OPERATING EXPENSE				
SOURCE OF SUPPLY				
Supervision & Engineering	\$0	\$0	-	\$757
Purchased Water - NSD	33,948	251,262	89%	290,874
Purchased Water - LGVSD	4,833	19,240	17%	39,536
SOURCE OF SUPPLY	\$38,781	\$270,502	68%	\$331,168
PUMPING				
Maint of Pumping Equipment	0	5,892	295%	0
Electric Power	686	3,696	123%	2,624
GASB68 Adjustment (Pension)	0	0	-	(369)
GASB75 Adjustment (OPEB)	0	0	-	3
PUMPING	\$686	\$9,588	192%	\$2,258
OPERATIONS				
Supervision & Engineering	\$6,249	\$18,708	208%	\$11,041
Operating Expense - Operations	(270)	4,907	491%	276
Potable Water Consumed	28,626	100,702	201%	67,496
Maintenance Expense	10,651	16,138	231%	3,984
Telemetry Equipment/Controls Maint	0	0	-	0
GASB68 Adjustment (Pension)	0	0	0%	(6,832)
GASB75 Adjustment (OPEB)	0	0	-	49
OPERATIONS	\$45,256	\$140,455	173%	\$76,014
WATER TREATMENT				
Supervision & Engineering	\$0	\$21	-	\$0
Purification Chemicals	0	3,182	-	1,464
Maint of Purification Equipment	0	1,306	-	1,802
Electric Power	1,596	1,596	-	0
Laboratory Direct Labor	0	2,671	267%	702
Customer Water Quality	0	0	0%	180
Lab Expense Distributed from Novato	93	1,536	-	367
GASB68 Adjustment (Pension)	0	0	0%	(706)
GASB75 Adjustment (OPEB)	0	0	-	5
WATER TREATMENT	\$1,689	\$10,313	206%	\$3,814
TRANSMISSION & DISTRIBUTION				
Supervision & Engineering	(\$80)	\$330	8%	\$2,859
Maps & Records	0	0	-	89,594
Operation of T&D System	0	47	-	0
Safety: Construction & Engineering	0	0	-	131
Customer Service Expense	882	22,267	80%	24,955
Storage Facilities Expense	32	10,599	-	1,312
Maint of Valves/Regulators	0	0	0%	10,040
Backflow Prevention Program	0	0	-	0
Single Service Installations	0	0	0%	8,987
Hydrant Maint & Operations	0	0	0%	0
Maint of Meters	0	4,122	-	0
Maint of Mains	0	0	0%	10,267
GASB68 Adjustment (Pension)	0	0	0%	(19,991)
GASB75 Adjustment (OPEB)	0	0	-	145
TRANSMISSION & DISTRIBUTION	\$834	\$37,364	50%	\$128,299

**NOVATO RECYCLED WATER
DETAIL INCOME STATEMENT
FOR THE PERIOD ENDING JUNE 30, 2024**

	June 2024	YEAR TO DATE ACTUAL	YTD/ BUDGET%	PRIOR YTD ACTUAL
CONSUMER ACCOUNTING				
Distributed from Novato (0.2%)	\$88	\$1,823	91%	\$1,627
CONSUMER ACCOUNTING	\$88	\$1,823	91%	\$1,627
GENERAL AND ADMINISTRATIVE				
Dues & Subscriptions	\$0	\$5,000	28%	\$0
Consulting Services/Studies	8,000	8,890	89%	27,709
Distributed from Novato (2.4%)	9,049	88,908	99%	87,783
GASB68 Adjustment	1,312	15,754	63%	22,670
GENERAL & ADMINISTRATIVE	\$18,361	\$118,552	83%	\$138,163
Depreciation (Note 5)	\$65,709	\$788,511	100%	\$788,511
TOTAL OPERATING EXPENSE	\$171,405	\$1,377,108	92%	\$1,469,853
OPERATING INCOME/(LOSS)	\$85,302	\$116,388	30%	\$47,357
NON-OPERATING REVENUE				
Interest:				
General Funds	\$5,921	\$301,479	1587%	\$74,347
Self-Insured Workers' Comp Fund	0	0	-	13
StoneTree RWF Loan	852	10,416	104%	9,009
Total Interest Revenue	\$6,773	\$311,895	1076%	\$83,369
Other Non-Operating Revenue	0	0	-	0
NON-OPERATING REVENUE	\$6,773	\$311,895	1076%	\$83,369
NON-OPERATING EXPENSE				
RWF SRF Loan Interest Expense	\$2,062	\$24,741	99%	\$30,568
Expansion SRF Loan Interest Expense	8,422	180,716	96%	194,328
Capital Contribution Expense-NSD&LGVSD	0	0	0%	0
GASB68 Adjustment	0	0	-	0
NON-OPERATING EXPENSE	\$10,484	\$205,458	26%	\$224,896
NET INCOME/(LOSS)	\$81,591	\$222,825	(62%)	(\$94,171)
BEGINNING FUND EQUITY				
		\$25,125,696		\$24,605,568
NET INCOME/(LOSS)	81,591	222,825		(94,171)
Developer 'In-Kind' Contributions	0	0	-	0
State Prop 50 Grant	0	0	-	0
IRWMP Prop 84 Grant	0	0	-	0
Water Smart Grant	0	0	-	0
Federal ARRA Grant	0	0	-	0
FRC Transfer to/from Novato	693,686	693,686	-	614,299
RW Central Area Expansion Grant	0	0	-	0
Prior Period Adjustment (Note 12)	0	0		0
ENDING FUND EQUITY		\$26,042,207		\$25,125,696

**WEST MARIN WATER
DETAIL INCOME STATEMENT
FOR THE PERIOD ENDING JUNE 30, 2024**

	June 2024	YEAR TO DATE ACTUAL	YTD/ BUDGET%	PRIOR YTD ACTUAL
OPERATING REVENUE				
Water Sales	\$89,129	\$732,636	96%	\$647,029
Bill Adjustments	(150)	(11,376)	47%	(13,314)
Bimonthly Service Charges	24,865	271,590	95%	257,288
Account Turn-on Charges	350	2,460	246%	2,040
New Account Charges	20	105	-	105
Returned Check Charges	0	9	-	36
Backflow Service Charges	1,468	8,500	106%	8,167
TOTAL OPERATING REVENUE	\$115,682	\$1,003,924	97%	\$901,350
OPERATING EXPENSE				
SOURCE OF SUPPLY				
Supervision & Engineering	\$0	\$3,759	94%	\$4,573
Operating Expense	659	2,974	74%	929
Maint of Structures	0	9,169	57%	9,135
Fines, Penalties & Fees	0	979	-	976
GASB68 Adjustment (Pension)	0	0	0%	(2,413)
GASB75 Adjustment (OPEB)	0	0	-	18
SOURCE OF SUPPLY	\$659	\$16,880	68%	\$13,218
PUMPING				
Maint of Structures and Grounds	\$175	\$4,888	122%	\$6,050
Maint of Pumping Equip	165	9,454	30%	30,275
Electric Power	9,141	69,996	175%	41,069
GASB68 Adjustment (Pension)	0	0	0%	(9,523)
GASB75 Adjustment (OPEB)	0	0	-	69
PUMPING	\$9,480	\$84,338	108%	\$67,939
OPERATIONS				
Supervision & Engineering	\$2,734	\$24,088	93%	\$25,720
Operating Expense	6,837	27,467	81%	25,961
Maintenance Expense	0	935	94%	0
Maint of Telemetry Equipment	872	14,383	180%	22,073
Leased Lines	478	5,030	126%	4,009
GASB68 Adjustment (Pension)	0	0	0%	(26,581)
GASB75 Adjustment (OPEB)	0	0	-	192
OPERATIONS	\$10,921	\$71,903	82%	\$51,374
WATER TREATMENT				
Supervision & Engineering	\$1,344	\$13,386	103%	\$11,989
Operating Expense	7,792	58,400	122%	41,790
Purification Chemicals	576	7,923	158%	1,689
Maint of Structures & Grounds	101	4,906	164%	1,874
Maint of Purification Equipment	4,010	35,371	354%	8,166
Electric Power	0	24,299	152%	19,982
Laboratory Direct Labor	4,832	68,123	112%	62,412
Laboratory Services	580	19,136	239%	8,820
Water Quality Supervision	3,690	10,390	58%	23,878
Customer Water Quality	728	5,677	63%	11,560
Lab Expense Distributed from Novato	4,990	39,181	131%	32,612
GASB68 Adjustment (Pension)	0	0	0%	(68,025)
GASB75 Adjustment (OPEB)	0	0	-	492
WATER TREATMENT	\$28,643	\$286,792	110%	\$157,239

**WEST MARIN WATER
DETAIL INCOME STATEMENT
FOR THE PERIOD ENDING JUNE 30, 2024**

	June 2024	YEAR TO DATE ACTUAL	YTD/ BUDGET%	PRIOR YTD ACTUAL
TRANSMISSION & DISTRIBUTION				
Supervision & Engineering	\$77	\$2,608	13%	\$24,054
Maps & Records	0	0	-	0
Operating Expense	0	0	-	627
Facilities Location - USA	1,878	9,151	153%	1,417
Customer Service Expense	1,481	9,461	73%	14,409
Flushing	0	8,234	-	10,825
Storage Facilities Expense	8,097	51,421	82%	70,010
Cathodic Protection	0	813	-	0
Maint of Valves	0	1,238	31%	4,315
Valve Operation Program	0	0	0%	8,509
Maint of Mains	0	4,420	19%	20,180
Water Quality Maintenance	0	1,334	-	0
Maint of Backflow Devices	0	0	-	0
Backflow Dev Inspection/Survey	2,529	6,593	66%	10,075
Maint of Copper Services	0	7,648	255%	1,824
Maint of PB Service Lines	0	44,254	158%	56,668
Maint of Meters	589	11,677	584%	2,982
Detector Check Assembly Maint	0	3,185	319%	475
Maint of Hydrants	0	0	0%	194
Hydrant Operation	0	0	0%	8,333
Single Service Installation	7,411	3,260	-	0
GASB68 Adjustment (Pension)	0	0	0%	(73,660)
GASB75 Adjustment (OPEB)	0	0	-	533
TRANSMISSION & DISTRIBUTION	\$22,062	\$165,297	73%	\$161,768
CONSUMER ACCOUNTING				
Meter Reading	\$3,218	\$13,731	114%	\$11,475
Collection Expense - Labor	177	1,305	130%	361
Uncollectable Accounts	0	45	1%	1,579
Online Payment Processing Fees	0	(150)	-	0
Distributed from Novato (3.6%)	696	14,435	103%	\$13,236
GASB68 Adjustment (Pension)	0	0	-	(7,309)
GASB75 Adjustment (OPEB)	0	0	-	53
CONSUMER ACCOUNTING	\$4,091	\$29,365	95%	\$19,394
WATER CONSERVATION				
Water Conservation Program	\$1,446	\$14,289	143%	\$9,947
GASB68 Adjustment (Pension)	0	0	-	(2,227)
GASB75 Adjustment (OPEB)	0	0	-	16
TOTAL WATER CONSERVATION	\$1,446	\$14,289	143%	\$7,736
GENERAL AND ADMINISTRATIVE				
Consulting Services/Studies	\$0	\$0	0%	\$26,118
Distributed from Novato (3.6%)	11,225	110,286	133%	93,519
GASB68 Adjustment (Pension)	8,742	104,950	-	81,508
GENERAL & ADMINISTRATIVE	\$19,967	\$215,236	136%	\$201,145
Depreciation (Note 5)	20,087	241,029	100%	233,218
TOTAL OPERATING EXPENSE	\$117,355	\$1,125,129	101%	\$913,032
OPERATING INCOME/(LOSS)	(\$1,673)	(\$121,205)	148%	(\$11,681)

**WEST MARIN WATER
DETAIL INCOME STATEMENT
FOR THE PERIOD ENDING JUNE 30, 2024**

	<u>June 2024</u>	<u>YEAR TO DATE ACTUAL</u>	<u>YTD/ BUDGET%</u>	<u>PRIOR YTD ACTUAL</u>
NON-OPERATING REVENUE				
Interest - General Funds	\$667	\$34,289	343%	\$5,528
Interest - Self-Insured WC Fund	0	0	-	16
Interest Revenue-Leases	0	540	-	698
Rents & Leases	0	5,285	88%	5,285
Other Non-Operating Revenue	29,075	29,075	-	16
NON-OPERATING REVENUE	\$29,742	\$69,189	432%	\$11,543
NON-OPERATING EXPENSE				
Bank of Marin Loan Interest Expense	\$1,352	\$16,714	98%	\$18,483
Loan from Novato-Interest Expense	2,087	25,043	100%	27,467
GASB68 Adjustment	0	0	-	0
NON-OPERATING EXPENSE	\$3,439	\$41,757	99%	\$45,950
NET INCOME/(LOSS)	\$24,629	(\$93,774)	87%	(\$46,088)
BEGINNING FUND EQUITY				
NET INCOME/(LOSS)	24,629	(93,774)		(46,088)
CONTRIBUTED CAPITAL				
SCWA 84 Water Conservation Grant	4,130	4,130	-	0
New Gallagher Well #2 Grant	132,939	132,939	65%	359,890
Developer 'In-Kind' Contributions	461	14,073	-	48,651
Facility Reserve Charges	20,660	68,560	326%	0
PRIOR YEAR ADJUSTMENTS (Note 11c)	0	0		0
ENDING FUND EQUITY		\$7,888,102		\$7,762,173

**OCEANA MARIN SEWER
DETAIL INCOME STATEMENT
FOR THE PERIOD ENDING JUNE 30, 2024**

	June 2024	YEAR TO DATE ACTUAL	YTD/ BUDGET%	PRIOR YTD ACTUAL
OPERATING REVENUE				
Sewer Service Charges	\$27,137	\$324,264	100%	\$304,560
Inspection Fees	0	1,200	-	0
TOTAL OPERATING REVENUE	\$27,137	\$325,464	101%	\$304,560
OPERATING EXPENSE				
SEWAGE COLLECTION				
Supervision & Engineering	\$2,729	\$25,540	43%	\$46,488
Inspection	590	5,046	-	0
Operating Expense	91	4,242	424%	1,544
Facilities Location	381	1,292	-	0
Maint of Telemetry Equipment	60	755	75%	2,364
Sewer Service Installation	0	527	-	0
Maint of Lift Stations	262	8,113	74%	13,029
Maint of Sewer Mains	227	31,411	1047%	75,812
Electric Power	2,000	23,071	96%	21,764
GASB68 Adjustment (Pension)	0	0	0%	(14,844)
GASB75 Adjustment (OPEB)	0	0	-	108
SEWAGE COLLECTION	\$6,339	\$99,996	89%	\$146,265
SEWAGE TREATMENT				
Operating Expense	\$4,060	\$60,920	167%	\$31,291
Treatment Supplies & Expense	0	2,372	-	0
Maint of Equipment	0	2,638	88%	3,030
Laboratory Direct Labor	907	10,058	183%	6,638
Lab Expense Distributed from Novato	841	5,785	289%	3,469
Electric Power	1,956	18,906	126%	15,005
GASB68 Adjustment (Pension)	0	0	0%	(12,554)
GASB75 Adjustment (OPEB)	0	0	-	91
SEWAGE TREATMENT	\$7,763	\$100,679	153%	\$46,970
SEWAGE DISPOSAL				
Operating Expense	\$1,386	\$21,977	200%	\$12,790
Maint of Pump Stations	0	17,337	289%	5,611
Maint of Storage Ponds	2,465	24,243	606%	4,907
Maint of Irrigation Field	2,475	2,496	36%	13,842
GASB68 Adjustment (Pension)	0	0	0%	(10,083)
GASB75 Adjustment (OPEB)	0	0	-	73
SEWAGE DISPOSAL	\$6,326	\$66,053	189%	\$27,140
CONSUMER ACCOUNTING				
Collection Expense - County of Marin	\$0	\$468	-	\$468
Distributed from Novato (0.6%)	189	\$2,908	145%	1,354
Uncollectable Accounts	0	0	-	0
CONSUMER ACCOUNTING	\$189	\$3,376	169%	\$1,822

**OCEANA MARIN SEWER
DETAIL INCOME STATEMENT
FOR THE PERIOD ENDING JUNE 30, 2024**

	June 2024	YEAR TO DATE ACTUAL	YTD/ BUDGET%	PRIOR YTD ACTUAL
GENERAL AND ADMINISTRATIVE				
Consulting Services/Studies	\$0	\$0	-	\$22,323
Distributed from Novato (1.1%)	3,174	31,187	104%	27,806
Liability Insurance	0	3,775	126%	2,562
GASB68 Adjustment	1,762	20,921	-	22,249
GENERAL AND ADMINISTRATIVE	\$4,937	\$55,883	169%	\$74,940
Depreciation (Note 5)	4,361	52,334	111%	46,285
TOTAL OPERATING EXPENSE	\$29,915	\$378,320	128%	\$343,421
OPERATING INCOME/(LOSS)	(\$2,779)	(\$52,856)	(189%)	(\$38,861)
NON-OPERATING REVENUE				
Rents & Leases	\$0	\$250	-	\$250
Interest - General Funds	288	22,799	326%	8,385
Interest - Self Insured WC Fund	0	0	-	6
Other Non-Operating Revenue	3,000	3,000	-	(33,049)
NON-OPERATING REVENUE	\$3,288	\$26,049	372%	(\$24,407)
NON-OPERATING EXPENSE				
Other Non-Operating Expense	\$0	\$0	0%	\$9
GASB68 Adjustment	0	0	-	0
NON-OPERATING EXPENSE	\$0	\$0	0%	\$9
NET INCOME/(LOSS)	\$509	(\$26,807)	(92%)	(\$63,278)
BEGINNING FUND EQUITY				
NET INCOME/(LOSS)	509	(26,807)		(63,278)
CONTRIBUTED CAPITAL				
Contribution in Aid of Construction	170	515	-	0
Sewer Facilities Connection Charges	0	75,000	250%	0
FEMA/CAL OES Grant-OM Treatment Pond	237,691	241,317		17,683
PRIOR YEAR ADJUSTMENTS (Note 11d)	0	0		0
ENDING FUND EQUITY		\$1,985,214		\$1,695,189

**NORTH MARIN WATER DISTRICT
VEHICLE FLEET ANALYSIS
FOR PERIOD ENDING June 30, 2024**

Fiscal Year to Date

Vehicle Cost per Mile

Year	Description	Veh#	Assigned	Mileage	Expense ¹	Recovery ²	Gain/(Loss)	Mileage	Life to Date	FYTD24	FYTD23
1	2008 Ford F250 4x4	506	Pool	364	\$1,212	\$56	(\$1,156)	82,776	\$0.86	\$3.33	\$0.00
2	2010 Ford F150 4x4	511	Maintenance	158	\$715	\$187	(\$528)	107,421	\$0.51	\$4.52	\$0.00
3	2010 Ford F150	513	Construction	0	\$308	\$0	(\$308)	98,561	\$0.47	\$0.00	\$1.13
4	2012 Ford F250	515	Williamson	8,945	\$5,243	\$8,722	\$3,479	108,337	\$0.62	\$0.59	\$0.17
5	2012 Ford F250	516	Castellucci	14,033	\$11,465	\$12,516	\$1,051	126,224	\$0.61	\$0.82	\$2.05
6	2014 Ford F150	517	Kurfirst	3,291	\$1,994	\$8,943	\$6,948	35,693	\$0.62	\$0.61	\$0.38
7	2015 Ford F250 4x4	518	Construction	1,902	\$3,778	\$1,134	(\$2,644)	122,378	\$0.49	\$1.99	\$0.63
8	2015 Ford F150 4X4	521	Watkins/Shop	4,001	\$2,810	\$1,320	(\$1,490)	67,199	\$0.40	\$0.70	\$0.59
9	2016 Nissan Frontier	522	Hanson	5,657	\$5,473	\$3,763	(\$1,711)	65,769	\$0.41	\$0.97	\$0.63
10	2017 Ford Escape 4X4	523	Lab	3,106	\$3,770	\$2,357	(\$1,413)	42,678	\$0.34	\$1.21	\$0.25
11	2016 Nissan Frontier	524	Lab	8,298	\$5,493	\$6,956	\$1,463	71,578	\$0.54	\$0.66	\$0.58
12	2018 Ford Cargo Van	526	On-Call	11,632	\$5,299	\$826	(\$4,473)	58,850	\$0.44	\$0.46	\$0.36
13	2018 Dodge Ram 2500	527	LeBrun	13,284	\$12,449	\$8,082	(\$4,368)	73,291	\$0.65	\$0.94	\$0.35
14	2019 Chev Colorado 4x4	528	Stompe	5,233	\$4,125	\$3,353	(\$772)	27,835	\$0.51	\$0.79	\$0.56
15	2019 Nissan Rogue	531	Eng/Wtr Consv	2,958	\$1,692	\$1,957	\$264	21,856	\$0.35	\$0.57	\$0.58
16	2019 Nissan Frontier	533	Pool	4,344	\$2,306	\$2,681	\$375	39,076	\$0.46	\$0.53	\$0.52
17	2019 Ford F-150 2WD	534	Reed	3,979	\$1,672	\$6,909	\$5,237	14,844	\$0.48	\$0.42	\$0.67
18	2019 Ford F-150 4x4	535	STP	8,287	\$6,810	\$2,261	(\$4,549)	36,332	\$0.35	\$0.82	\$0.00
19	2020 Chevrolet Colorado 2WD	536	Lawrence	14,426	\$8,433	\$9,450	\$1,017	53,187	\$0.34	\$0.58	\$0.70
20	2020 Ford F250 4X4	537	Northen	18,037	\$11,491	\$12,135	\$644	62,955	\$0.51	\$0.64	\$0.48
21	2020 Ford F250 4X4	538	STP	5,761	\$6,173	\$2,562	(\$3,611)	19,485	\$0.64	\$1.07	\$0.35
22	2020 Ford F150 2WD	539	Construction	5,069	\$2,665	\$5,796	\$3,131	19,877	\$0.40	\$0.53	\$0.22
23	2020 Ford F150 2WD	540	Bergstrom	10,356	\$5,515	\$10,451	\$4,936	37,774	\$0.33	\$0.53	\$0.52
24	2021 Nissan Rogue	541	Roberto	4,681	\$2,650	\$1,131	(\$1,520)	27,633	\$0.30	\$0.57	\$0.47
25	2021 Nissan Frontier	542	STP	9,240	\$5,865	\$3,343	(\$2,523)	29,412	\$0.39	\$0.63	\$0.44
26	2021 Ford Ranger 4x4	543	Maintenance	4,030	\$1,504	\$1,827	\$323	25,856	\$0.28	\$0.37	\$0.34
27	2020 Ford F150	544	Grisso	675	\$436	\$609	\$173	2,313	\$0.49	\$0.65	\$0.44
28	2021 Ford F150	545	Kane	2,585	\$1,277	\$354	(\$923)	8,035	\$0.32	\$0.49	\$0.60
29	2021 Ford F150 4x4	546	Eng/Wtr Consv	9,551	\$3,174	\$3,210	\$36	19,423	\$0.32	\$0.33	\$0.74
30	2022 Chevy Bolt EUV	548	LAB	6,776	\$827	\$2,809	\$1,981	13,203	\$0.08	\$0.12	\$0.51
31	2023 Chevy Bolt EUV	549	LeBrun	10,723	\$561	\$1,092	\$531	17,495	\$0.05	\$0.05	\$0.34
32	2022 Ford Ranger 4x4	550	Davenport	13,018	\$4,488	\$8,750	\$4,262	17,200	\$0.30	\$0.34	\$0.47
33	2022 Ford Ranger 2WD	551	Ladd	1,568	\$399	\$2,226	\$1,827	2,205	\$0.39	\$0.25	\$0.03
34	2022 Ford Ranger 2WD	552	Castellucci	14,519	\$3,773	\$10,731	\$6,958	20,262	\$0.21	\$0.26	\$0.00
35	2022 Ford Ranger 2WD	553	Construction	6,564	\$2,354	\$5,656	\$3,302	11,424	\$0.31	\$0.36	\$0.00
36	2023 Ford Ranger 4x4	554	Kehoe, Chris	12,378	\$3,563	\$4,771	\$1,208	13,284	\$0.24	\$0.29	\$0.00
37	2023 Nissan Leaf EV	555	Clark	6,533	\$348	\$2,093	\$1,745	6,533	\$0.05	\$0.05	\$0.00
38	2024 FORD F250 4X4 #556	556	Watkins	2,891	\$5,298	\$560	(\$4,738)	2,891	\$1.43	\$1.83	\$0.00
39	2024 FORD F250 4X4 #557	557	Breit	7,700	\$5,088	\$3,780	(\$1,308)	7,700	\$0.30	\$0.66	\$0.00
Total 3/4 Ton & Under				266,553	152,498	165,355	12,857	1,618,845	\$0.48	\$0.57	\$0.52
1	1999 Ford F350 W/Svc Body	19	Pool	407	\$696	\$1,120	\$424	140,782	\$0.82	\$0.00	\$0.25
2	2002 Int'l 5 Yd Dump	44	Construction	973	\$2,712	\$4,928	\$2,216	118,526	\$1.82	\$2.79	\$3.78
3	2006 Int'l 4300 Crew	503	Construction/Crew	2,042	\$3,379	\$20,846	\$17,467	59,231	\$2.48	\$1.65	\$1.76
4	2009 Peterbilt 325 Crew	508	Construction/Crew	2,738	\$10,188	\$23,275	\$13,087	52,568	\$2.41	\$3.72	\$2.08
5	2012 Int'l 5 Yd Dump	514	Construction	9,412	\$12,478	\$21,091	\$8,613	67,305	\$1.61	\$1.33	\$3.29
6	2015 Int'l 5 Yd Dump	519	Construction	2,880	\$5,495	\$13,972	\$8,477	62,144	\$1.40	\$1.91	\$0.59
7	2017 Ford F350 4x4	525	Lemos	5,539	\$7,007	\$15,981	\$8,974	62,430	\$0.81	\$1.27	\$2.26
8	2019 Ford F550 3 YD Dump	530	Construction	2,345	\$3,841	\$11,662	\$7,821	15,693	\$1.40	\$1.64	\$0.59
9	2021 Int'l 5 Yd Dump	547	Construction	3,458	\$4,230	\$14,987	\$10,757	8,038	\$1.92	\$1.22	\$3.55
Total 1 Ton & Over				29,794	\$50,026	\$127,862	\$77,836	586,717	\$1.52	\$1.68	\$2.65

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

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

**NORTH MARIN WATER DISTRICT
WATER CONSERVATION PROGRAM DETAIL
PERIOD ENDING JUNE 30, 2024**

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Description		COST THRU JUNE 2023	JUNE 2024	FYTD TOTAL	FY 23/24 BUDGET	(OVER) UNDER	TOTAL COST	Notes			
NOVATO											
a. Residential											
1-7700-01	1-7700-26	1	Cash for Grass	\$554,857	\$1,493	\$28,953	\$60,000	\$31,047	\$583,810	(e)	58001-01-21
1-7700-02	1-7700-27	2	Landscape Efficiency Rebates	40,056	151	3,734	6,000	2,266	43,790	(e)	58001-01-21
1-7700-03		3	Fixtures Purchases	71,840	0	0	5,000	5,000	71,840	(e)	58001-01-21
1-7700-06	1-7700-28	4	Washing Machine Rebates	367,327	389	6,327	5,000	(1,327)	373,655	(e)	58001-01-21
1-7700-07		5	Demonstration Garden Improvements	55,105	0	0	0	0	55,105	(e)	58001-01-21
1-7700-11	1-7700-29	6	Toilet Rebate-Residential	1,076,799	521	12,559	25,000	12,441	1,089,358	(e)	58001-01-21
1-7700-12		7	Toilet Rebate - MF	130	0	0	0	0	130	(e)	58001-01-21
1-7700-13		8	Residential Audits	500,053	0	3,261	20,000	16,739	503,314	(e)	58001-01-21
1-7700-15		9	High Efficiency Toilet Distribution	242,197	0	0	0	0	242,197	(e)	58001-01-21
1-7700-16		10	Water Waste Ordinance Monitoring	161,081	155	1,623	25,000	23,378	162,703	(e)	58001-01-21
1-7700-17	1-7700-31	11	Swimming Pool Cover Rebate	13,225	150	2,277	5,000	2,723	15,502	(e)	58001-01-21
1-7700-19	1-7700-32	12	ET Controller Rebate	59,625	185	1,895	6,000	4,105	61,520	(e)	58001-01-21
1-7700-08		13	Administration	1,977,291	10,896	130,001	126,000	(4,001)	2,107,291	(e)	58001-01-21
1-7700-20		14	New Development Wtr Cons Program	147,602	0	10,059	10,000	(59)	157,662	(e)	58001-01-21
1-7700-21	1-7700-33	15	Demand Offset Rebate Program	4,905	129	517	2,000	1,483	5,422	(e)	58001-01-21
1-7700-23		16	Grant Administration	3,300	0	0	1,000	1,000	3,300	(e)	58001-01-21
1-7700-24	1-7700-34	17	Hot Water Recirculation Rebate	4,466	0	472	2,000	1,528	4,938	(e)	58001-01-21
1-7700-25		18	Residential Fill Station	66,442	0	0	0	0	66,442	(e)	58001-01-21
1-7705-02			Clothers washer Rebate program	54,097	0	56	0	(56)	54,153	(e)	58002-01-21
1-7700-35		19	UWMP	16,733	0	0	0	0	16,733	(e)	58001-01-21
b. Non-Residential Programs											
1-7701-03	1-7701-04	1	Commercial Programs	50,006	1,464	16,097	10,295	(5,802)	66,103	(e)	58002-01-21
1-7700-04			c. Public Outreach/Information	560,311	14,159	210,503	144,738	(65,765)	770,814	(e)	58003-01-21
1-7702-01		2	Large Landscape Programs	49,979	702	6,236	12,967	6,731	56,215	(e)	58004-01-21
TOTAL NOVATO WATER CONSERVATION				\$6,077,426	\$30,394	\$434,571	\$466,000	\$31,429	\$6,511,997		
WEST MARIN WATER											
2-5166-00		a.	Water Conservation Program	\$191,069	\$1,446	\$14,289	\$10,000	(\$4,289)	\$205,357	(e)	58000-02-21
TOTAL WEST MARIN WATER CONSERVATION				\$191,069	\$1,446	\$14,289	\$10,000	(\$4,289)	\$205,357		

**NORTH MARIN WATER DISTRICT
CAPITAL IMPROVEMENT PROJECTS
PERIOD ENDING JUNE 30, 2024**

Description		COST THRU JUNE 2023	JUNE 2024	FYTD TOTAL	FY 23/24 BUDGET	(OVER)/UNDER BUDGET	TOTAL COST
1. PIPELINES							
1a Pipeline Improvements							
a. Main/Pipeline Replacements							
1-7195-00	1 Novato Blvd Widening Diablo to Grant	\$77,199	\$424	13,881	\$80,000	\$66,119	\$91,080
1-7150-00	2 San Mateo Tank 24" Transmission Main	238,166	1,358	9,017	25,000	15,983	247,184
1-7209-00	3 Closed Job - George St Main Replacement	79,197	0	108,188	225,000	116,812	187,385
1-7211-00	4 Arthur St. Main Relocation	0	(35,869)	167,000	0	(167,000)	167,000
1b Pipeline Replacements							
1-8737-08	1 Repl 8" CI w/pvc-Railroad/Rose	\$82,117	\$103,483	266,794	\$350,000	\$83,206	\$348,911
1-7212-00	2 Stafford Lake Park Svc Line	0	238	2,146	0	(2,146)	2,146
1c Aqueduct Improvements							
1-6000-42	1 North Marin Aqueduct Restoration near Olompali Slide (CIP)	\$0	0	125,783	\$50,000	(\$75,783)	\$125,783
	2 Interconnection Modifications (w/ MMWD)	0	0	0	100,000	100,000	0
1d Other Pipeline Projects							
	1 Sync w/ City or County Paving	\$0	\$0	0.00	\$10,000	\$10,000	\$0
	2 Replace Galvanized Steel Pipe (200 LF/yr)	0	0	0.00	25,000	25,000	0
	3 Polybutylene (PB) Service Line Replacements	0	0	0.00	25,000	25,000	0
	4 Replace Plastic Thin Walled Pipe (< 4-inch)	0	0	0.00	50,000	50,000	0
	5 Other Main Replacements (60+ years old)	0	0	0.00	100,000	100,000	0
Subtotal Pipelines		\$476,680	\$69,633	\$692,809	\$1,040,000	\$347,191	\$1,169,489
2. STORAGE TANKS & PUMP STATIONS							
2a Tank Rehabilitation / Replacement							
1-6207-20	1 Old Ranch Rd Tank Replacement	\$1,859,324	\$0	\$2,951	\$15,000	\$12,049	\$1,862,275
1-6209-20	2 Garner Tank Recoat	10,989	0	0	25,000	25,000	10,989
1-6414-20	3 Lynwood Tank #2 Seismic Upgrade/Coating	0	0	0.00	25,000	25,000	0
2b Pump Station Rehabilitation / Replacement							
1-6112-26	1 Lynwood PS Replacement	\$210,656	\$28,885	\$283,392	\$300,000	\$16,608	\$494,048
1-6141-00	2 Crest PS	320,399	\$4,377	151,812	1,500,000	1,348,188	472,210
1-6103-22	3 Cherryhill PS Retaining Wall Repair	4,784	\$0	34,534	200,000	165,467	39,317
1-6405-11	4 Hayden Press Tank-Pit Replacement	0	\$0	3,121	0	(3,121)	3,121
2c Hydropneumatic Systems							
1-7170-00	1 Closed Job - Hydropneumatic Tank Repairs	\$190,792	\$0	\$40,923	\$850,000	\$809,077	\$231,714
1-7170-01	2 Bahia Hydropneumatic System Replacement	0	\$575	21,210	0	0	21,210
1-6600-34	3 Closed Job- HSPS #3 MOTOR R&R	166,752	\$0	0	0	0	166,752
2d Other Tank & Pump Station Improvements							
	1 Other Tank & Pump Station Improvements	\$0	\$0	\$0	\$25,000	\$25,000	\$0
	2 Recoating of Other Tanks	0	\$0	0	25,000	25,000	0
1-7187-00	3 Mobile Pump Station for Tank Cleaning	19,255	\$0	0	20,000	20,000	20,000
1-6117-28	4 San Marin PS Motor Replacement (2)	0	\$0	29,012	0	(29,012)	29,012
Subtotal Storage Tanks & Pump Stations		\$2,782,950	\$33,837	\$566,953	\$2,985,000	\$2,439,257	\$3,350,648

**NORTH MARIN WATER DISTRICT
CAPITAL IMPROVEMENT PROJECTS
PERIOD ENDING JUNE 30, 2024**

Description		COST THRU JUNE 2023	JUNE 2024	FYTD TOTAL	FY 23/24 BUDGET	(OVER)/UNDER BUDGET	TOTAL COST
3. STAFFORD IMPROVEMENTS							
3a Stafford Treatment Plant (STP)							
1-6610-22	1 Replace Supernatant Line to Center Road (4" @ 4,400')	\$21,719	\$7,327	\$713,843	\$625,000	(\$88,843)	\$735,561
	2 STP Efficiency Improvements	0	\$0	0	50,000	50,000	0
1-6610-26	3 STP-Chemical System Upgrade	7,944	\$0	0	50,000	50,000	7,944
1-6610-27	4 Closed Job -STP-VFD Upgrades	73,571	\$0	0			73,571
1-6610-29	5 STP-Tower Hose Replacement	0	\$0	46,771	0	(46,771)	46,771
1-6610-30	6 STP Primary Filter Basin Improvements	0	\$19,299	694,588	400,000	(294,588)	694,588
1-6610-31	7 Dam Piezometer Automation	0	\$1,579	15,323	0	(15,323)	15,323
1-6600-xx	8 Other Treatment Plant Improvements	0	\$0	0	100,000	100,000	0
3b Stafford Dam / Watershed							
1-6610-24	1 Water Supply Enhancements-Spillway ASG	\$26,958	\$0	\$13,974	\$150,000	\$136,026	\$40,932
1-6610-25	2 Dam Spillway Concrete Repair	5,720	\$0	36,196	100,000	63,804	41,916
1-6610-28	3 Access Road Slide Repair	0	\$0	5,195	50,000	44,805	5,195
Subtotal Stafford Improvements		\$135,911	\$28,205	\$1,525,891	\$1,525,000	(\$891)	\$1,661,802
4. MISCELLANEOUS IMPROVEMENTS (NOVATO)							
4a District Offices							
1-6501-44	1 NMWD Headquarters Upgrade ²	\$9,549,019	\$693,852	\$7,089,205	\$8,000,000	\$910,795	\$16,638,224
1-6502-48	2 Closed Job - Repave Corp Yard	173,135	\$0	210,497	0	(210,497)	383,631
1-6502-49	3 Construction Locker Room Remodel	0	\$1,895	7,336	150,000	142,664	7,336
	4 Program Assessment for Yard Site Improvements	0	\$0	0	75,000	75,000	0
4b System Pressure / Valving							
	1 Frosty Lane Interconnect	0	\$0	0	0	0	0
1-2831-01	1 Veranda by Landsea-Stub out to Adjacent Property	0	\$0	821	0	(821)	821
1-7210-01	2 Closed Job - Compound Ultrsnc Mtr Rpl-Buck Inst	0	\$0	5,848	0	(5,848)	5,848
4c Other Miscellaneous Improvements							
	1 Backflow Protection - DCDA Repair/Replace (FY24)	\$0	\$0	\$0	\$50,000	\$50,000	\$0
	2 Cathodic Protection - Anode Installation (FY24)	0	\$0	0	10,000	10,000	0
	3 Other System Improvements	0	\$0	0	100,000	100,000	0
Subtotal Miscellaneous Improvements (Novato)		\$9,722,154	\$695,746	\$7,313,707	\$8,385,000	\$1,071,293	\$17,035,862

**NORTH MARIN WATER DISTRICT
CAPITAL IMPROVEMENT PROJECTS
PERIOD ENDING JUNE 30, 2024**

Description	COST THRU JUNE 2023	JUNE 2024	FYTD TOTAL	FY 23/24 BUDGET	(OVER)/UNDER BUDGET	TOTAL COST
5. RECYCLED WATER SYSTEM (NOVATO)						
5a RW Pipelines						
5-6501-48 1 NNWD HQ RW Ext from Redwood Blvd	\$0	\$3,123	\$239,977	\$300,000	\$60,023	\$239,977
5-7162-07 2 Hamilton Homeward Bound RW Main Ext ⁵	661	\$0	62,387	300,000	237,613	63,048
5b RW Tanks & Pump Stations						
1 Leak Repair - Reservoir Hill Tank	\$0	\$0	\$0	\$100,000	\$100,000	\$0
5c Other RW Improvements						
1 Other Recycled Water Improvements	\$0	\$0	\$0	\$50,000	\$50,000	\$0
2 RW Central Area ROW/Easements	0	\$0	0	90,000	90,000	0
TOTAL RECYCLED WATER	\$661	\$3,123	\$302,363	\$840,000	\$537,637	\$303,024
6. WEST MARIN SYSTEM						
6a WM Pipelines						
2-8912-00 1 Lagunitas Bridge Pipeline Replacement	\$85,562	\$2,399	\$29,034	\$50,000	\$20,966	\$114,595
2-7192-02 2 PRE 2" Galvanized Pipe-Sunnyside/Dover/Carlton/Balboa	58,420	\$3,645	11,909	0	(11,909)	70,330
2-7192-01 3 Replace PRE 2" Galv Pipe-Balboa/Drakesview/Baywood	8,290	\$0	0	125,000	125,000	8,290
6b WM Tanks & Pump Stations						
6c WM Wells						
2-6604-23 1 Gallagher Well #1-Assess/Rehab	\$35,350	\$21	\$10,207	\$85,000	\$74,793	\$45,557
2-6609-21 2 GW #2-DWR Grant T1-Admin	3,422	\$0	0	10,000	10,000	3,422
2-6609-20 3 New Gallagher Well #2 ³	1,005,260	\$81,710	128,400	165,000	36,600	1,133,659
2-6609-22 4 GW #2-DWR Grant T2-Well	3,618	\$0	0	0	0	3,618
2-6609-23 5 GW #2-DWR Grant T31-M&P	150,657	\$0	1,640	0	(1,640)	152,298
6d WM Treatment Plant						
2-6601-38 1 Closed Job - Pt Reyes TP - Pipe Gallery	\$0	\$0	\$149,891	\$75,000	(\$74,891)	\$149,891
6e WM Other Improvements						
2-8829-00 1 SYNC W/County Paving	\$1,455	\$0	\$0	\$20,000	\$20,000	\$1,455
2 Polybutylene (PB) Service Line Replacements	0	\$0	0	25,000	25,000	0
2-7185-00 3 Gallagher Ranch Streambank Stabilization	728,935	\$2,507	5,385	5,000	(385)	734,320
4 Other Water System Improvements ⁴	0	\$0	0	25,000	25,000	0
TOTAL WEST MARIN	\$2,080,970	\$90,283	\$336,466	\$585,000	\$248,534	\$2,417,436
7. OCEANA MARIN						
7a OM Pipelines						
8-7208-01 1 Sewer Force Main Improvements-FM 1A	\$37,153	\$0	\$13,118	\$80,000	\$66,882	\$50,270
7b OM Lift Station						
7c OM Treatment Ponds						
8-7173-00 1 OM Treatment Pond Rehab-404 Grant-FEMA ^{6&7}	\$206,776	(\$63)	\$1,829	\$800,000	\$798,171	\$208,605
8-7173-01 2 OM Treatment Pond Rehab-Grant Management	8,312	\$1,102	8,975	10,000	1,025	17,286
8-7173-02 3 OM Treatment Pond Rehab-PH 2 Const FEMA	0	\$168,412	267,022	0	(267,022)	267,022
7d OM Other Improvements						
8-8672-29 1 Infiltration Repair (FY24)	\$0	\$32,275	\$32,275	\$40,000	\$7,725	\$32,275
2 Other Sewer System Improvements	0	\$0	0	25,000	25,000	0
TOTAL OCEANA MARIN	\$252,240	\$201,726	\$323,218	\$955,000	\$631,782	\$575,458

**NORTH MARIN WATER DISTRICT
CAPITAL IMPROVEMENT PROJECTS
PERIOD ENDING JUNE 30, 2024**

Description	COST THRU JUNE 2023	JUNE 2024	FYTD TOTAL	FY 23/24 BUDGET	(OVER)/UNDER BUDGET	TOTAL COST
SUMMARY - GROSS PROJECT OUTLAY						
		Current Month	FYTD Total	FY 23/24 Budget	FYTD/ Budget%	
Novato Water Capital Projects		\$827,422	\$10,099,360	\$13,935,000	72%	
Novato Recycled Water Capital Projects		3,123	302,363	840,000	36%	
West Marin Water Capital Projects		90,283	336,466	585,000	58%	
Oceana Marin Sewer Capital Projects		201,726	323,218	955,000	34%	
Gross Capital Improvement Project Outlays		\$1,122,555	\$11,061,408	\$16,315,000	68%	
8 LESS FUNDED BY GRANTS, LOANS & REIMBURSEMENTS						
(Accrued)/Deferred						
a. NW - Loan Funds - Office/Yard Building Renovation	\$9,549,019	\$0	\$0	\$0	\$0	\$9,549,019
b. NW - Loan Funds - Crest PS Construction	0	0	0	0	0	0
c. NW - Loan Funds - Lynwood PS Replacement	0	0	0	0	0	0
d. NW - Loan Funds - Stafford ASG Construction	0	0	0	0	0	0
e. NW - Capital Replacement Expansion Fund	146,634	0	0	0	0	146,634
f. WM - CA DWR Drought Relief Grant for GW02	93,216	132,939	132,939	0	(132,939)	226,155
g. WM - Lagunitas Creek Bridge Pipeline Grant (FEMA)	0	0	0	0	\$0	\$0
h. OM - Novato Water Loan to OM	0	0	0	0	\$0	\$0
i. OM - Treatment Pond Rehab Grant (FEMA)	2,320	145,710	190,541	0	(190,541)	192,861
FUNDING BY OTHERS (ACCRUED)/DEFERRED	\$9,791,189	\$278,650	\$323,480	\$0	(\$323,480)	\$10,114,669
Received						
a. NW - Loan Funds - Office/Yard Building Renovation	(\$9,549,019)	(\$693,852)	(\$7,089,205)	(\$8,000,000)	(\$910,795)	(\$16,638,224)
b. NW - Loan Funds - Crest PS Construction	0	0	0	(1,500,000)	(1,500,000)	0
c. NW - Loan Funds - Lynwood PS Replacement	0	0	0	0	0	0
d. NW - Loan Funds - Stafford ASG Construction	0	0	0	0	0	0
e. RW - Capital Replacement Expansion Fund	0	0	0	(750,000)	(750,000)	0
f. WM - CA DWR Drought Relief Grant for GW02	(400,842)	0	(83,216)	(165,000)	(81,784)	(484,058)
g. WM - Lagunitas Creek Bridge Pipeline Grant (FEMA)	0	0	0	(40,000)	(40,000)	0
h. OM - Novato Water Loan to OM	0	0	0	(200,000)	(200,000)	0
i. OM - Treatment Pond Rehab Grant (FEMA)	(101,423)	(44,830)	(48,536)	(600,000)	(551,464)	(149,959)
FUNDING BY OTHERS RECEIVED	(\$10,051,285)	(\$738,682)	(\$7,220,957)	(\$11,255,000)	(\$4,034,043)	(\$17,272,241)
NET PROJECT EXPENDITURES	(\$4,390,907)	\$105,223	\$3,516,971	\$5,060,000	\$917,278	\$19,356,146

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CIP SUMMARY-NET EXPENDITURES:	Current Month	FYTD Total	FY 23/24 Budget	FYTD/ Budget%
Novato Water Capital Projects	\$133,570	\$3,010,155	\$4,435,000	68%
Novato Recycled Water Capital Projects	3,123	302,363	90,000	336%
West Marin Water Capital Projects	(42,656)	120,311	380,000	32%
Oceana Marin Sewer Capital Projects	11,185	84,142	155,000	54%
Net Capital Improvement Project Outlays	\$105,223	\$3,516,971	\$5,060,000	70%

8. EQUIPMENT BUDGET				
1 Class 8 Service Truck & John Deere Backhoe	\$0	\$289,425	\$340,000	\$50,575
2 4,000 Tanker Truck	\$0		50,000	50,000
3 Lease Vehicles	\$0	147,163	148,000	837
4 Miscellaneous Equipment Purchases	\$0	84,421	0	(84,421)
Total Equipment Purchases	\$0	\$521,009	\$538,000	\$16,991

**NORTH MARIN WATER DISTRICT
CAPITAL IMPROVEMENT PROJECTS
PERIOD ENDING JUNE 30, 2024**

Description	COST THRU JUNE 2023	JUNE 2024	FYTD TOTAL	FY 23/24 BUDGET	(OVER)/UNDER BUDGET	TOTAL COST
9. STUDIES & SPECIAL PROJECTS						
9a General Studies						
1 Grant Consultant	\$0	0	\$0	\$25,000	\$25,000	\$0
1-4102-00 2 GIS Conversion/Mapping Project	16,015	4,390	61,846	25,000	(36,846)	77,861
3 Water Conservation Standards Assessment		0	0	25,000	25,000	0
9b Novato Service Area Studies						
1-4107-00 1 Novato Rate Study	\$0	4,000	\$47,100	\$60,000	\$12,900	\$47,100
2 North Marin Aqueduct Vulnerability/Cathodic Assessment	0	0	0	90,000	90,000	0
3 Stafford Treatment Plant Risk Management Plan Update	0	0	0	60,000	60,000	0
4 Novato-G&A Consultants/Studies General	0	0	2,800	0	(2,800)	2,800
1-4100-00 5 STP-Chlorine Code Compliance	0	0	693	0	(693)	693
1-4104-23 6 North Marin Master Plan-CY23	0	21,342	44,611	100,000	55,389	44,611
1-4105-00 7 SMART Master Agreement	0	0	2,548	0	(2,548)	2,548
1-4106-00 8 STP Risk Management Program Update 2023	0	1,927	23,159	0	(23,159)	23,159
1-4077-00 9 Potter Valley Project FERC Relicensing	30,146	383	7,943	0	(7,943)	38,088
1-4093-00 10 Gateway Commons Backflow Study	9,440	0	794	0	(794)	10,234
1-6610-21 11 STP-Corrosion Assessment	77,205	0	(24,468)	0	24,468	52,737
1-6600-96 12 AP Cost Expensed - Leveroni Creek Embankment	0	84,188	84,188	0	(84,188)	84,188
9c WM Service Area Studies						
1 West Marin Water Supply Resiliency Feasibility Study	\$0	\$0	\$0	\$75,000	\$75,000	\$0
9d OM Service Area Studies						
9e Other Studies						
5-4087-00 1 Recycled Water Program Strategy	\$17,359	\$0	\$0	\$0	\$0	\$17,359
2 Recycled Water-G&A Consultants/Studies General	\$0	0	890	\$0	(\$890)	\$890
3 Recycled Water Rate Study	\$0	0	8,000	\$0	(\$8,000)	
	\$150,165	\$116,230	\$260,104	\$460,000	\$199,896	\$402,270

Notes to Capital Improvement Projects Schedule:

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

North Marin Water District Financial Statement Notes

Note 1 - Restricted Cash

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

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

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

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

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

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

Note 2 - Designated Cash

Liability Contingency Fund: Established in 1986 when the District first elected to self-insure its general liability risk. This reserve was funded with \$1 million initially and \$200,000 annually thereafter until it reached a balance of \$2 million. In FY98 the West Marin Water System was included in the fund and has since built-up a proportional reserve of \$98,885 over several years. Commencing FY93, \$1 million of the reserve was made available to fund loans to eligible employees under the District's Employer Assisted Housing Program. In August 2008, \$500,000 was transferred into this reserve from the Self-Insured Workers' Compensation Fund and made available to fund Employer Assisted Housing Program loans. Currently there is \$250,000 in one Employer Assisted Housing Loan outstanding (see Note 3). In March 2005, \$652,400 was expended from the fund to purchase a home at 25 Giacomini Road in Point Reyes Station. The home is currently rented. In 2006, \$8,885 was added from the sale of surplus property in West Marin. The fund balance does not accrue interest.

Workers' Compensation Fund: Commencing July 2019, the District switched from self-insuring its workers' compensation liability to 1st dollar workers' compensation insurance with Zenith Insurance Company. The premium for 1st dollar insurance is higher than staying with the SIR plan, but the risk of \$1M out of pocket costs is eliminated. The Worker's Comp Reserve Fund now stands at \$29,455, the amount of the one remaining claim filed when the District was self-insured, with the balance transferred to Unrestricted Cash.

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

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

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

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

Note 3 – Employee Loans

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

Note 4 – Other Long Term Receivables

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

Note 5 – Depreciation

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

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

Note 6 - Capitalization Policy

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

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

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

1. In April 2004 the California State Department of Water Resources approved a 2.39% 20-year loan for reconstruction of the Stafford Water Treatment Plant. The project was completed in FY09 with repair of the Outlet Tower Sluice Gate. Interest paid during construction totaled \$1,636,378. The loan covenants require an annual reserve fund contribution of \$104,447 (10% of the annual debt service obligation) be deposited into the Marin County Treasury during each of the first ten years of the repayment period. Debt service is funded 25% by Facility Reserve Charges. The first payment was made in December 2009.
2. In October 2011 Bank of Marin made a 20-year 3.42% (APR) loan of \$8 million to fund the District's share of the Aqueduct Energy Efficiency Project.
3. In March 2018 Chase Bank made a 15-year 2.69% (APR) loan of \$4.6 million to fund the District's Automated Meter Information system Project.
4. In May 2022, Webster Bank made a 20-year 3.11% (APR) loan of \$20 million to fund the Admin Building Renovation and other Capital Improvement Projects. The first payment was made August 26, 2022.
5. In August 2006 the California State Department of Water Resources approved a 2.4% 20-year loan of \$4,264,545 for construction of the Deer Island Recycled Water Facility. With the addition of \$38,015 in Construction Period Interest, the loan principal totaled \$4,302,560. The project was completed in June 2007, and the first payment was made June 19, 2008.
6. In July 2011 the California State Department of Water Resources approved a series of four 2.6% 20-year loans which totaled \$4,375,605 for the Recycled Water North Service Area Expansion Project. The projects were completed on October 31, 2012, and the first payment was made in November of 2012.

7. In March 2012 the California State Department of Water Resources approved a series of three 2.2% 20-year loans totaling \$5,361,952 for the Recycled Water South Service Area Expansion Project. The projects were completed on September 4, 2013, and the first payment was made in December of 2013.
8. In May 2016 the California State Department of Water Resources approved a 1.0% 30-year loan of \$7,130,503 for the Recycled Water Central Service Area Expansion. The project will be completed in December 2017, and the first payment was made December 31, 2018.
9. In June 2012 the Board authorized reallocating \$1 million of the Bank of Marin loan to West Marin Water to repay Novato Water \$223,000 owed for loans to fund Long Range Improvement Projects and the remainder to fund the Solids Handling Facility at the Point Reyes Water Treatment Plant. See note to loan 2 above.

Note 8 – Unemployment Insurance Reserve

NMWD uses the “Reimbursable Method” of paying for Unemployment Costs. Under this method, the District reimburses the State Employment Development Department for all unemployment benefits paid on our behalf. The reserve is maintained at an amount equal to the higher of the average claim amount paid over the last 5 years or 26 times the maximum weekly benefit amount (currently $\$450 \times 26 = \$11,700$).

Note 9 – Payroll Benefits

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

Note 10 - Interest Policy on Inter-District Loans

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

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

Note 11 – Budget Augmentations

Note 12 – Prior Period Adjustment

Note 13 – Explanation of Financial Statement Components

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

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

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

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

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

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

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

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

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

**Recycled Water
FRC Transfers from Novato**

t:\finance\frcl\recycled water frc transfers from novato.xlsx\sheet 1

	Expansion Local Share			SRF RWF Expansion				CIP	Total	Transfer Executed
	North	South	Central	NBWRA	Loan	SRF Loan	BPGL Loan Repayment			
FY07				\$29,725					\$29,725	
FY08				\$50,478	\$22,795				\$73,273	
FY09				\$150,455	\$22,795				\$173,250	
FY10	\$133,659			\$75,198	\$22,795				\$231,652	\$133,659
FY11				\$133,319	\$22,795				\$156,114	
FY12	\$233,478	\$265,500		\$115,883	\$22,795				\$637,656	
FY13				\$315,023	\$22,795	\$464,572			\$802,390	\$1,970,400
FY14	\$236,291	\$723,525	\$4,024	\$63,035	\$22,795	\$500,529			\$1,550,200	\$1,550,200
FY15		\$17,563	(\$4,024)	\$38,283	\$22,795	\$614,299			\$688,916	\$688,916
FY16	\$0	\$0	\$66,729	\$102,842	\$22,795	\$614,299			\$806,664	\$806,664
FY17			\$362,524	\$194,636	\$22,795	\$614,299		\$36,687	\$1,230,940	\$1,230,940
FY18			\$5,071,512	\$38,908	\$22,795	\$614,299			\$5,747,513	\$5,747,513
FY19			(\$2,168,755)	\$6,966	\$22,795	\$890,072			(\$1,248,922)	(\$1,248,922)
FY20			\$5,499	\$0	\$0	\$350,287	(\$1,046,471)	\$1,084	(\$689,600)	(\$689,600)
FY21						\$890,072			\$890,072	\$890,072
FY22						\$743,438			\$743,438	\$743,438
FY23						\$614,299			\$614,299	\$614,299
FY24						\$693,686			\$693,686	\$693,686
	\$603,428	\$1,006,589	\$3,337,509	\$1,314,751	\$273,539	\$7,604,151	(\$1,046,471)	\$37,771	\$13,131,266	\$13,131,266

11

**MEMORANDUM**

To: Board of Directors

Date: September 17, 2024

From: Julie Blue, Auditor/Controller *JB*

Subject: CalPERS Pension Update 2024

T:\AC\Board Reports\Board Memos\2024\CalPERS Pension Update\CalPERS Pension Update. 09.2024.docx

RECOMMENDED ACTION: Information Only**FINANCIAL IMPACT:** \$2,244,000 Expenses in FY 24/25—\$332,000 increase from FY24Background

The District offers its employees a defined benefit pension plan through the California Public Employee's Retirement System (CalPERS). All CalPERS participating employers (aka members), with less than 100 employees, are combined into a pooled plan where gains/losses are allocated between the members by a proportionate share based on each agency's accrued liability. There are two types of employee membership classifications, Classic and PEPR. PEPR members were established under the Public Employee Pension Reform Act which took effect in January 2013. PEPR was created to address structural concerns related to California public employees' pensions to help agencies better manage future pension costs.

Under contract or law, each classification of employees is assigned a retirement benefit formula which determines the calculation for retiree pension payments. Three factors are used to calculate the retirement benefit which are service credit (years), multiplied by the benefit factor (% per year), multiplied by the final monthly compensation. The retirement benefit formula for Classic members is 2.5% @ 55 and the PEPR formula is 2% @ 62. The final monthly compensation for Classic members is based on the highest single year of compensation and for PEPR members it is based on the highest average compensation over a three-year period.

Employer Contributions

The District is responsible for the employer contribution costs associated with the CalPERS pension plan. CalPERS notified the District that its fiscal year 24/25 (FY25) employer contributions increased by approximately \$332,000, from the prior FY. This increase is due to an increase in payroll and an increase in the amount of unfunded liability allocated to the District's plan. The District's estimated employer contributions are equivalent to 30.5% of payroll earnings. Attachment 1 illustrates the historical employer contributions as a percentage of payroll.

There are two components included in the employer contributions, the Unfunded Accrued Liability (UAL) and the Normal Cost (NC) rate. The UAL for FY25 is \$1,438,000 which is the amount owed towards the plan for members who are currently receiving benefits. The UAL is paid annually as a lump sum at the beginning of the fiscal year. The NC rate represents the annual cost of service for active employees for the upcoming fiscal year and is estimated to be \$806,000, or 11% of payroll. The NC is calculated as a percentage of payroll and paid after each semimonthly payroll processing. Additionally, Classic member employees contribute 8% of their earnings and PEPRAs members contribute 7.75% to fund the plan.

Plan’s Funded Status

Annually, CalPERS provides an actuary report which projects benefits that will be owed to all employees when they retire and calculates how much should be contributed to the plan each year to fund those benefits. The District’s net unfunded liability, including PEPRAs and Classic Plans, was \$19.8 million at June 30, 2023, which is an increase from \$18.5 million from the prior year. The funded ratio was down to 68.1% compared to 68.8% in the prior year and is calculated as the market value of the plan assets divided by the accrued liability. The level of funding required is dependent on the discount rate, currently 6.8%, which is the long-term interest rate (assumed rate of return) used to fund future pension benefits. The District’s funded ratio over the past 10 years has varied from 68.1% to 80.7% primarily due to the fluctuation in the market value of the assets in the CalPERS plan.

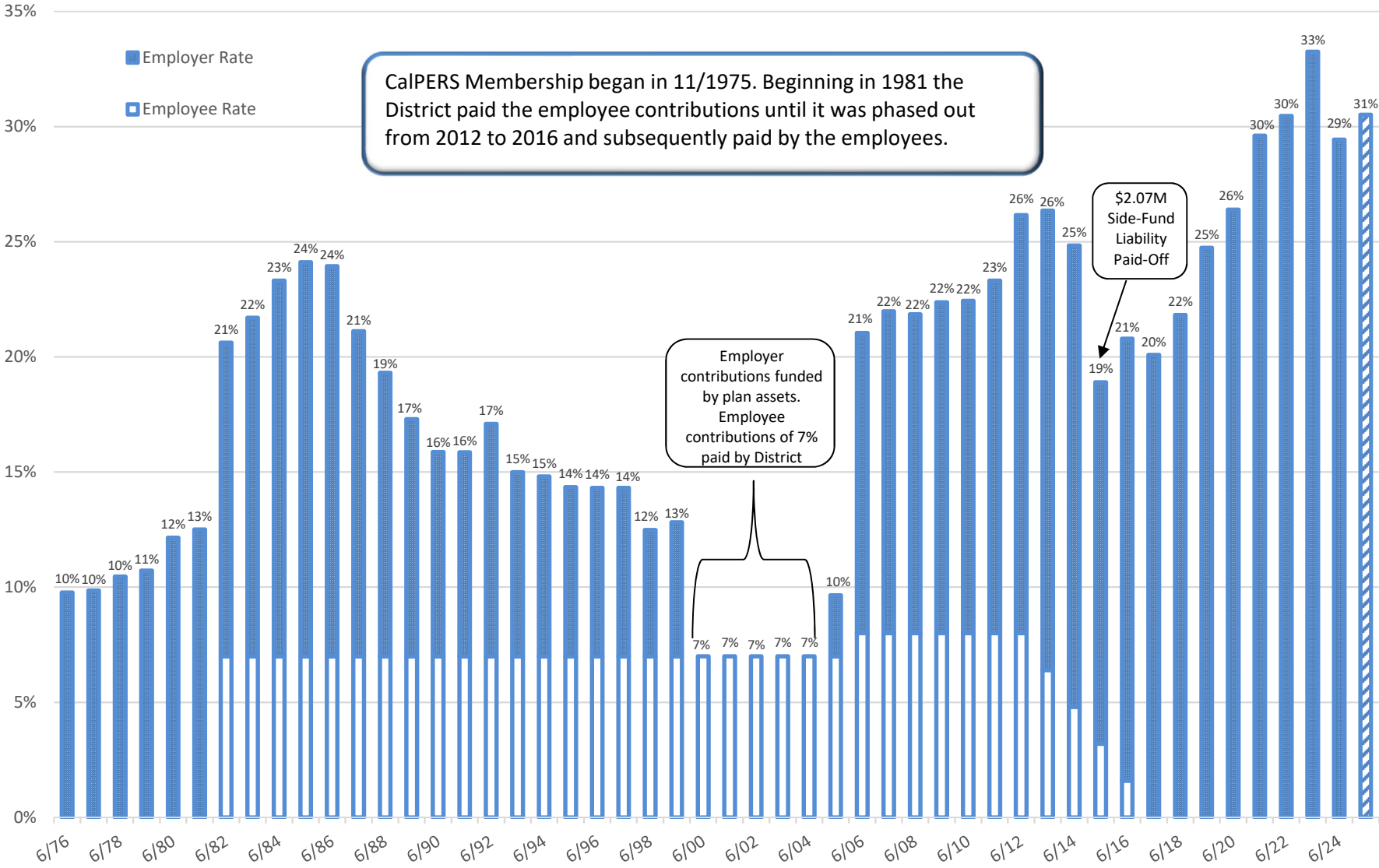
The funding status is listed out by membership type in the table below. The Classic plan is funded at 67.6% and represents 45% of the District’s employees and the PEPRAs plan is funded at 86.1% and represents 55% of the District’s employees. The collective funded status, of the CalPERS Public Employee Retirement Fund (PERF) pooled plan as of June 30, 2023, was 72% which is slightly higher than the District’s cumulative funding status for the same period. The negative change in funding status is due to CalPERS’ investment returns of 6.1% in FY 23. This will be positively adjusted by the estimated rate of investment returns for FY 24 of 9.3% which will bring the overall funding status up to about 75% and the District’s funding status will follow.

Membership Type	% of Payroll	Funding Status				
		2019	2020	2021	2022	2023
Classic	45%	71.2%	70.1%	79.2%	68.4%	67.6%
Pepra	55%	91.2%	88.7%	103.4%	86.1%	86.1%
Cumulative	100%	71.4%	70.4%	79.6%	68.8%	68.1%

ATTACHMENTS

1. CalPERS Employer Contributions – Historical Rates as a % of Payroll

CalPERS Employer Contributions Historical Rates as a % of Payroll



12

**MEMORANDUM**

To: Board of Directors September 17, 2024
From: Tony Williams, General Manager 
Subject: Oceana Marin Community Microgrid Incentive Program and County of Marin Dillon Beach Wastewater Study Updates

T:\GM\BOD Memos 2024\9-17-24 Meeting\9-17-24 BOD Memo Microgrid Update OM.docx

RECOMMENDED ACTION: Information only

FINANCIAL IMPACT: None at this time

Microgrid Background

The concept of community-based energy resilience such as the use of microgrids for electric power is gaining interest in Marin County. A microgrid is an electrical system that can operate independently from the central energy grid and the associated PG&E distribution network. Typical microgrids in Marin County would consist of solar or wind power generation with battery storage. Under PG&E's Microgrid Incentive Program (MIP), communities with critical facilities such as water or wastewater facilities (e.g., a pump station) can work with PG&E to develop and construct a microgrid. The District's Oceana Marin (OM) Tahiti Sewer Lift Station is an example of a facility that qualifies as a critical facility under the MIP.

Members of the Dillon Beach Resources Committee (Committee), which is a committee under the Oceana Marin Association (OMA), previously approached District staff seeking interest in pursuing the implementation of a microgrid that would serve the greater OM community. A letter of interest from the District for participation in a local microgrid project was requested by the Committee and approved by your Board at the February 15, 2022 regular meeting. The West Marin Services Ad Hoc Committee which consists of Directors Fraites and Eichstaedt, received an update on October 13, 2023 from the Committee on their plans for submission under the PG&E MIP sometime in 2024.

The Committee formally submitted a proposal to PG&E on July 3, 2024 and in mid-August PG&E notified the Committee that their proposal was being considered. A copy of the Committee's proposal was provided to staff and is included as Attachment 1. West Marin Services Ad Hoc Committee was briefed on the July Submittal at their August 28, 2024 meeting.

District Participation

As previously reported to the Board, in general District staff support the concept of a community-scale microgrid facility in the Oceana Marin (OM) area. As described previously, the

process for developing and constructing such a facility is very involved and requires ongoing coordination with PG&E. Due to very limited staffing and resources for the District's OM enterprise, the level of participation in the project's development and implementation should be limited to providing data as necessary regarding existing District facilities as well as coordination with the Committee at key times during the process. Currently, the District doesn't have a full understanding of the details and conditions for any necessary legal arrangements between the community partners or with PG&E, including, but not limited to, net metering arrangements or long-term operations and maintenance responsibilities. However, if the application moves into the next phases of the MIP application process, some form of agreement between the District and the OMA will likely be required, including granting access and use of District-owned property for installation of the microgrid (see pages 10 and 11 of Attachment 1).

Wastewater Study Background

As previously reported to the Board, the County received a state grant in 2021 to conduct a wastewater feasibility study of the Dillon Beach Village area, which was completed in October 2022. The properties in the Dillon Beach Village area are dependent on individual onsite septic systems, many predating modern codes and practices, and the study report evaluated alternatives for improving wastewater treatment and disposal for the area and identifies four main alternatives for improving the existing conditions at Dillon Beach Village as summarized below:

- Alternative 1 Maintain Status Quo (No project)
- Alternative 2 Upgrades to Existing Systems and Creation of a Maintenance District
- Alternative 3 Connection to District's OM system
- Alternative 4 Hybrid Solution (which includes some parcels connecting to OM)

Alternative 3 which includes a proposed connection to the OM system as two sub-alternatives, 3a and 3b. Alternative 3a is connection of the entire study area to OM (190 equivalent single-family dwellings), while Alternative 3b consists of connecting only the "Village Area" to OM for a total of 152 equivalent single-family dwellings. Alternative 4, the Hybrid solution, includes connection of 75 developed parcels, the Dillon Beach Resort café, rental cottages and beach restroom to OM. Subsequent to the completion of the report, several meetings have been held by the County with District staff participation. Following a meeting on February 22, 2023 in which the County indicated a desire to engage the community and discuss next steps, staff noted that additional effort was needed to effectively discuss the report's proposed alternatives and associated costs. As a follow

up, a memorandum was sent the County's project manager on March 10, 2023 detailing these efforts, including the need to conduct a connection fee and rate study (Attachment 2).

Current Status

Recently, County staff requested a meeting with District staff and stated they were ready to move forward with the recommended connection fee and rate study. However, after further discussion and after pointing out that the work outlined in the March 2023 memorandum wasn't included in either agency's current fiscal year work plan or budget, District staff recommended any effort be delayed until the next fiscal year and the County staff agreed. District staff also made it clear that the proposed cost of the connection fee and rate study can't be borne by the District. Staff does see an advantage in leading this effort in coordination with County staff to ensure the best interests of the District are considered.

As part of the next fiscal year budget preparation, the connection fee and rate study effort can be included in the OM budget, assuming confirmation that the County can support the cost as well as perform an independent analysis of the costs included in the 2022 wastewater report. The West Marin Services Ad Hoc Committee convened on August 28, 2024 and received a similar update on this County project.

Staff is seeking any feedback or comments from the Board regarding either of these two matters. Staff will also consider convening the West Marin Services Ad Hoc Committee to review any status changes as needed.

ATTACHMENTS

1. Oceana Marin Association Dillon Beach Resources Committee MIP Proposal, July 2, 2024
2. Memorandum from Tony Williams to Arti Kundu, March 10, 2023

OMA's DBRC PG&E Microgrid Incentive Program (MIP) Proposal

July 2, 2024

Dillon Beach, CA 94929



Dillon Beach, CA 94929



OMA DBRC MIP Overview

- Shout out to Supervisor Rodoni and SES Team
- Overview
 - Critical Facilities and Goal and Scope
 - DERs
 - Line Diagram
 - Maps
 - Cost
 - MIP Details (Back Up Slides)

Supervisor Rodoni



Marin County Civic Center
3501 Civic Center Drive
Suite 329
San Rafael, CA 94903
415 473 7331 T
415 473 3645 F
415 473 6172 TTY
Dennis.Rodoni@marincounty.gov
MarinCounty.gov/board

June 10, 2024

BOARD OF SUPERVISORS
DENNIS RODONI
Fourth District

Pacific Gas & Electric
Microgrid Incentive Program
Via email to Tom Flynn

RE: Support for Microgrid Project in Coastal Marin County

Dear PG&E Microgrid Incentive Program Staff,

As the Marin County District 4 Supervisor, I am writing today to express my support for a community microgrid in the rural coastal communities of Dillon Beach, Tomales, Marshall, and Point Reyes Station.

The rural coastal areas of my district are subject to frequent electricity outages that often last for extended periods. Loss of electricity creates a variety of negative impacts for these communities, and they need opportunities for energy resilience.

A microgrid distribution system could provide benefits to these communities by serving critical facilities including, local fire stations, schools, emergency shelters, water suppliers, and wastewater systems.

I am very supportive of exploring microgrid potential in coastal Marin County as it would provide a substantial community benefit.

Sincerely,

A handwritten signature in blue ink that reads "Dennis Rodoni".

Dennis Rodoni

SES Team – Gabe, Josh and Taylor



Taylor Bohlen

Energy Innovation Engineer

Taylor performs all aspects of renewable energy development including solar, storage, and microgrid. He conducts site feasibility assessments for electrical, structural, and civil considerations, and generates production and operational models for solar, storage, and microgrid projects.

Key Experience

Energy Innovation Engineer, Syserco Energy Solutions, Inc. (2021 – present)

- ▶ Develops solar PV and battery storage scopes of work for renewable energy projects.
- ▶ Performs engineering calculations and modeling for solar PV and storage projects.
- ▶ Provides technical support for product selection and solar PV storage software customer interface.
- ▶ Performs site visits and audits for solar PV and storage feasibility analysis.

Development Engineer, SepiSolar (2020 – 2021)

- ▶ Advised management on special projects that can be incorporated into standard scopes.
- ▶ Developed modeling tools to solve non-standard development challenges in a repeatable manner.
- ▶ Managed engineering project budget, subcontractors, and in-house tasks to provide project packages.

Senior Design Engineer, SepiSolar (2017 – 2020)

- ▶ Designed and engineered solar and storage systems.
- ▶ Developed financial analyses and optimizations of system performance for proposal generation.
- ▶ Developed 60+ MW of designed and installed systems, across over 1,000 projects.

Notable Project Experience

- ▶ Santa Rosa City Schools, Santa Rosa, CA – 2022
\$21 million project installing 4.5 MW of solar PV arrays across 20 sites across the school district.
- ▶ Cabrillo Unified School District (Ph. 3), Half Moon Bay, CA – 2021,
\$2.7 million energy upgrades and solar PV project including carport and roof-mount systems.

Education

- ▶ University of California, Los Angeles

Certifications & Training

- ▶ Drafting – AutoCAD, TurboCAD
- ▶ Design & Analysis – EnergyToolbase, Helioscope, Aurora, PVWatts, PVsyst, Xendee
- ▶ Electrical Knowledge – Inverters, Electrical Codes, and Energy Storage Systems

Tenure

Taylor has been with SES for three years and has worked in renewable energy since 2016.



Josh Sarpotdar, PE, CEM, CMVP

Project Development Manager

Josh is a Certified Energy Manager (CEM), Certified Measurement & Verification Professional (CMVP), and Professional Engineer (PE) with over 10 years of comprehensive energy project development and assessment experience. He manages our team of project development engineers, acting as subject matter expertise on various projects to enhance value and reduce risk to our customers.

Key Experience

Project Development Manager, Syserco Energy Solutions, Inc. (2021 – present)

- ▶ Oversees all operations ensuring the safety, timeliness, efficiency, and quality of all work done by SES.
- ▶ Managed all members of the project development team.
- ▶ Fosters communication between customers and SES.
- ▶ Ensures each project is delivered on time, within budget, and above the expectations of the customer.

Senior Energy Engineer, ABM Industries, Inc. (2017 – 2021)

- ▶ Lead the development and engineering team and act as the primary customer contact.
- ▶ Met with customers to determine project drivers.
- ▶ Responsible for detailed scope development, schedule, and savings projections.
- ▶ Created risk assessment and worked with operations team to assign risk contingency.
- ▶ Negotiated final project terms with stakeholders and presented to decision makers for project approval.

Notable Project Experience

- ▶ City of Norwalk, CA – 2023, \$6.2 million energy and solar PV project with 2.2 MW in solar arrays across 5 sites.
- ▶ Santa Rosa City Schools, Santa Rosa, CA – 2022
\$21 million project installing 4.5 MW of solar PV arrays across 20 sites across the school district.
- ▶ Cabrillo Unified School District (Ph. 3), Half Moon Bay, CA – 2021,
\$2.7 million energy upgrades and solar PV project including carport and roof-mount systems.
- ▶ North County Joint Union School District, Hollister, CA – 2023,
\$1.3 million solar PV project.
- ▶ Hayward Area Recreation & Park District, Hayward, CA – 2023,
\$14.2 million energy upgrades and solar PV project.
- ▶ Spreckels Union School District, Spreckels, CA – 2022

Education

- ▶ MS in Mechanical Engineering – California State University of Los Angeles
- ▶ BS in Mechanical Engineering – UCLA

Professional Affiliations

- ▶ Association of Energy Engineers (AEE)

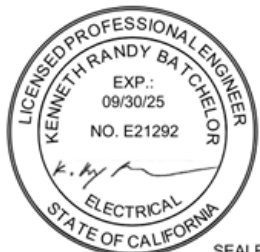
Certifications & Training

- ▶ Professional Mechanical Engineer (PE) licensed in California, License #37583
- ▶ Project management Professional (PMP)
- ▶ Energy Management Professional (EMP)
- ▶ Certified Energy Manager (CEM), Cert. #24906
- ▶ CMVP, Cert. #5080

Tenure

Josh has been with SES for three years and has worked in energy services since 2013.

Updated April 2024



SEALED:
07/02/2024

This analysis was performed by Taylor Bohlen of Syserco Energy Solutions and was reviewed and stamped by Randy Batchelor of Sol Rebel Power Systems. The documents reviewed are located in the Zip Folder "OceanaMarinAssociation_EngineeringAnalysis.Zip".

OMA DBRC Goal and Scope

Goal: Provide power to these entities (1 full day per month capacity) so DB community's sewer service and potable water services are safe and secure due to PG&E outage event without fossil fuel generator!

For NMWD, their APNs: 100-261-47


- 100-261-47 which has Tahiti Way, Dillon Beach, CA 94929 as address Service ID 8824698722, Meter # 1009846992
- 100-100-56 which is on 101 Ocean View Blvd, CA 94929 as address Service ID 8824700389, Meter # 1009779194
- NMWD has other APN 100-040-32 + 100-100-55 as a leech field no address

For EMWC, their APNs:

- 100-100-58 no address and is one you marked, the large potable water reservoir
- 100-040-34 no address it is located at the end of the line at sea level elevation off of the Estero de SanAntonio
- EMWC has other APNs 100-100-52 and -53 no addresses and perhaps others

For CalWater, their APNs:

- 100-230-04 no address it is located near the reclosers, one sees it from Dillon Beach Rd.
- 100--100-33, -34 -35 no addresses
- 100-240-01, -02, -03, -04, -05 no addresses

 **Tony Williams**
From: twilliams@nmwd.com
To: Bruce Webster, Robert Clark
Cc: Sean Van Gelder, Dennis Rothhaar, John Fraser

Fri, Jun 28 at 5:33 PM

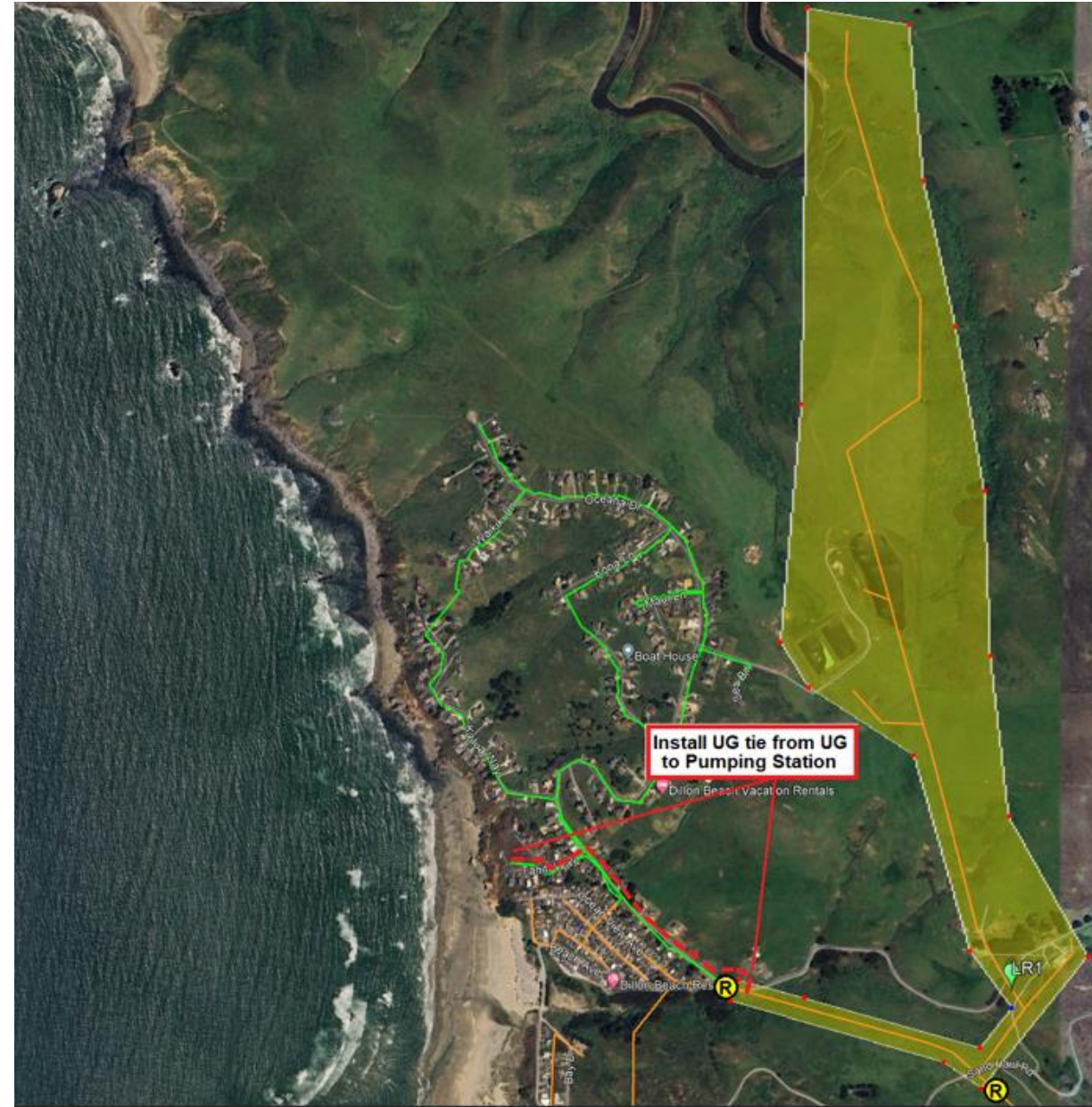
Hi Bruce,

North Marin Water District's (NMWD) sewer lift station* on Tahiti Way (APN 100-261-47) currently has a fossil fuel generator (operates on propane gas) that operates in back up mode if there is an electrical outage at the PG&E meter 1009846992 Account 8824698722 (the primary power source).

*The NMWD sewer lift station on Tahiti Way serves a population of approximately 500 and delivers wastewater flows to the nearby Ocean Marin Wastewater Treatment and Storage Ponds. A sustained loss of power at this wastewater lift station leads to potential sewerage overflow and environmental contamination, therefore it is critical infrastructure as defined by the CPUC under the Water and Wastewater Systems Sector.

Regards,

Tony Williams, PE, QSD
General Manager
North Marin Water District
(415) 897-4133



OMA DBRC MIP DERs

DERs

Proposed Generation Type and Size				
Generation Type	Unit Size	Quantity	Total System Size	Manufacturer
Solar PV Modules	670 W	436	292.12 kW	ZnShine
Solar PV Inverters	80 kW	3	240 kW	Solis
Energy Storage System	500 kW / 1116 kWh	1	500 kW / 1116 kWh	Socomec



ZXM8-TPLDD132 Series

12BB HALF-CELL Bifacial Double Glass Monocrystalline PERC PV Module

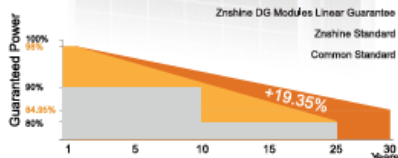
645-670W **21.57%** **0.45%**
POWER RANGE **MAXIMUM EFFICIENCY** **YEARLY DEGRADATION**

12 YEARS PRODUCT WARRANTY **30 YEARS OUTPUT GUARANTEE**



IEC 61215/IEC 61730/IEC 61701/IEC 62716
 ISO 14001: Environmental Management System
 ISO 9001: Quality Management System
 ISO45001: Occupational Health and Safety Management System

*As there are different certification requirements in different markets, please contact your local znshine sales representative for the specific certificates applicable to the products in the region in which the products are to be used.



*Please check the valid version of Limited Product Warranty which is officially released by ZNSHINE PV-TECH Co., Ltd.

Models:

S5-GC75K-US / S5-GC80K-US

S5-GC90K-US / S5-GC100K-US

Ordering: S5-GC(75-100)K-US

- APST (APS MLRSD Transmitter)
- RSS (Tigo MLRSD Transmitter)
- NEPT (NEP MLRSD Transmitter)



SUNSYS HES L

SUNSYS HES L[®]

Modular outdoor Energy Storage System

from 50 kVA / 186 kWh to 550 kVA / 1116 kWh systems



The solution for

- > Commercial and industrial buildings
- > EV charging infrastructure
- > Isolated microgrids
- > Resilient microgrids
- > Renewable energy integration: Solar and Storage

Strong points

- > Safety certified
- > Extreme flexibility
- > Fast and error-free installation
- > Easy maintenance
- > Maximum savings and fast ROI

Conformity to standards

SUNSYS HES L is an outdoor system that merges proven individual technologies to create a more efficient all-in-one solution. Partnering with CATL, Socomec has selected the EnerOne liquid cooled LFP battery system as the optimum battery for SUNSYS Hybrid Energy Storage.

OMA DBRC MAPS

Dillon Beach - Community Microgrid



Scale: 1" = 300'

Contractor:

 215 Fourier Avenue
 Fremont, CA, 94539
 Suite 140

Project Location:
 Dillon Beach
 Coordinates: 38.2575, -122.9596
 AHJ: Marin County

Project Details:
 PV: 292.12 kWstc, 240 kWAC
 PV: 272.41 kW CEC-AC
 ESS: 1116 kWh, 500 kW
 Utility: PG&E

Revision History:

Rev #	Date	Description
1	6/12/2024	Original
2	6/19/2024	System Size
3	6/25/2024	Site Map
4	6/26/2024	Location Adjustment
5	6/28/2024	System Size

Engineering Approval:

OMA DBRC MAPS

Dillon Beach - Community Microgrid



Contractor:

 215 Fourier Avenue
 Fremont, CA, 94539
 Suite 140

Project Location:
 Dillon Beach
 Coordinates: 38.2575, -122.9596
 AHJ: Marin County

Project Details:
 PV: 292.12 kWstc, 240 kWAC
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Engineering Approval:

OMA DBRC MIP COST

MIP Project Budget Plan

Task	Cost Element & Description*	MIP Eligible Cost (Y/N)	Estimated Cost to Complete	Application Incentive Amount Requested (AIR)	Microgrid Special Facilities Allowance	MIP Interconnection Allowance	Requested Amount in Application Development Grant (\$25k max)	Additional Funding Required O&M	Comments
1	Labor and Services	YES	\$2,260,000.00	\$1,985,000.00	\$0.00	\$0.00	\$25,000.00	\$250,000.00	
2	Equipment	YES	\$2,045,000.00	\$2,045,000.00	\$0.00	\$0.00		\$0.00	
3									
4									
5									
6									
7									
8									
9									
10									
		Totals:	\$4,305,000.00	\$4,030,000.00	\$0.00	\$0.00	\$25,000.00	\$250,000.00	

Budget for PG&E I

FUNDING

Application Incentive Request (AIR)

Costs eligible for the AIR include:

- The costs for purchasing IFOM Project Resources and their grid-forming and grid-following inverters
 - To be eligible, none of these resources can be part of an Interconnection Agreement with PG&E executed before the close of the Application Window used for your Microgrid Application.³
- The costs for purchasing IFOM Project Resource's controller, protection and communications equipment
- Permitting and licensing expenses incurred for IFOM Project Resource(s) and Balance of System prior to a microgrid's Islanding Operation Date
- Expenses related to reconfiguring behind-the-meter (BTM) electric service equipment so specific customer or facility loads can be isolated and served when the microgrid is in Island Mode
- Project management costs, including costs related to engineering, studies, system integration and construction activities for IFOM Project Resource and Balance of System. Includes site preparation, civil, electrical and mechanical work
- Expenses associated with purchasing or leasing property for the IFOM Project Resources and Balance of Systems
 - Leasing property expenses should reflect the present value of the lease for the property needed for the IFOM Project Resources and Balance of System.
- Costs related to community outreach activities conducted for the microgrid
- Costs associated with developing a microgrid proposal and MIP Application, to the extent not covered in the optional MIP Application Development Grant
- Related legal costs
- Taxes to the extent applicable on any of the above

The financial costs to be covered under the Interconnection Allowance and Microgrid Special Facilities Allowance will not be estimated until the Interconnection Studies and Microgrid Islanding Studies are completed in Stage 3.

When these studies are complete, PG&E will identify the required facilities and upgrades needed for the project. This information, along with the estimated costs, will be documented in the Generator Interconnection Agreement and in the Microgrid Special Facilities Agreement.

Owners of IFOM Project Resources will only be required to pay for the costs of Interconnection Facilities and Distribution Upgrades to the extent the costs exceed the \$1 million allowance cap. Likewise, MIP Awardees will only be required to pay for the costs of Microgrid Special Facilities to the extent the costs exceed the \$3 million allowance cap.





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Microgrid Incentive Program (MIP) Overview

Learn how a community microgrid can provide a layer of energy resilience, and how the Microgrid Incentive Program (MIP) can assist with project development and help your community pay for it.

MIP Overview Share

The illustration depicts a community microgrid. It features a central hub with a play button icon, surrounded by various buildings (houses and commercial buildings), solar panels, and power lines connecting them. The background is a light blue map-like shape.

[Play audio description](#) →

[Transcript \(PDF\)](#) →

Benefit Score

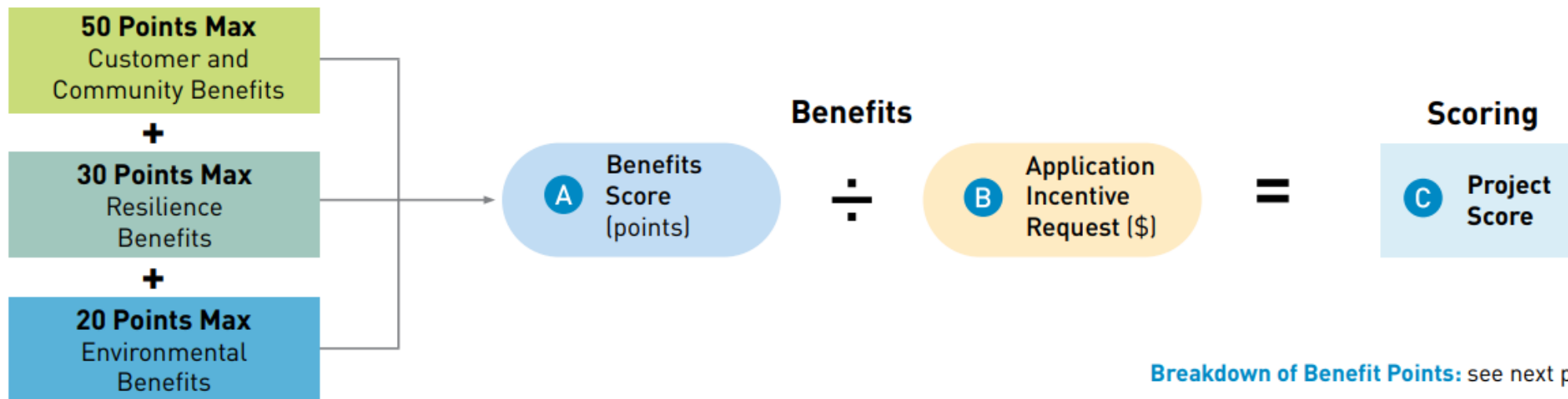
Application Scoring

A Benefit Score

PG&E will calculate the Benefit Score, which is equal to the sum of the MIP Application's customer and community benefits points, resilience benefits points and environmental benefit points. Each category receives the following:

- Customer and Community Benefits: **50 points max**
- Resilience Benefits: **30 points max**
- Environment Benefits: **20 points max**

Total Possible Points: 100



[Breakdown of Benefit Points: see next page >](#)

Benefit Score

Points Breakdown

Benefit Scoring Category	Subcategory	Scoring Parameter / Criteria	Validation	Points	Points Cap	Max Points
Customer & Community Benefits	Low Income Customers	Number of CARE/FERA customers within MIP Project	Utility Records	0.1	8	50
	Vulnerable Customers	Number of AFN/Medical Baseline/Life Support customers within MIP Project	Attestation from authority with jurisdiction	0.2	10	
	Critical Facilities	Number of Critical Facilities within MIP Project Boundary	CPUC Definition	5	30	
		Number of Critical Facilities within MIP Project Boundary Serving DVC	CPUC Definition	10		
	Community Services	Community Resilience Service facilities within MIP Project (min. of 1)	Attestation from authority with jurisdiction	2	2	
Resilience Benefits	Location Outage Risk	HFTD 2	CPUC HFTD Map	3	6	30
		HFTD 3	CPUC HFTD Map	6		
		Prior PSPS Events - 2 points per historical PSPS event (any year) that has not been substantially mitigated at the time of MIP application	Utility Records	2	14	
		1% Worst Performing Circuits (past 2 years)	Appears in either of prior 2 years of Utility Annual Electric Reliability Report	4	4	
	Island Duration	Duration of Islanded Operation provided by MIP Project Beyond 24hr minimum requirements	Each subsequent 6-hour period of operation beyond 24 hours determined by typical load profile of the microgrid electrical boundary	0.5	6	
Environmental Benefits	Clean Energy	100%	% of installed IFOM clean energy Project Resource capacity in relation to the total installed IFOM resource capacity within MIP Project. Points given for MIP Projects where % percentage exceed 80%. Installed capacity for resources using inverters will be based on the Alternatic Current (AC) output capability.	17	17	20
		95-99%		12		
		90-94%		7		
		80-89%		2		
		<79%		0		
	Fossil Fuel Displacement	Fossil Fuel Emergency/Backup Gen Displacement as primary back-up (min. of 1)	Application Attestation	3	3	

Stage	Approximate time*
<p>Stage 1: Consultation</p> <ul style="list-style-type: none"> • Program introduction • Technical consultation • Application preparation 	6 months
<p>Stage 2: Application and scoring</p> <ul style="list-style-type: none"> • Application submittal • Eligibility screen, score and award decision 	2-3 months
<p>Stage 3: Studies</p> <ul style="list-style-type: none"> • Interconnection studies • Microgrid island studies 	1-1.5 years
<p>Stage 4: Development</p> <ul style="list-style-type: none"> • Project implementation plan • Microgrid operating agreement • Project Development 	1.5 – 3 years
<p>Stage 5: Operation</p>	10+ years

Definitions

DBCM: Dillon Beach Community Microgrid

DER: Distributed Energy Resource

DWR: Distributed Water Resource

EMWC: Estero Mutual Water Company

NMWD: North Marin Water District

IFOM: In Front of Meter

ESS: Energy Storage System

BESS: Battery Energy Storage System

HESS: Hydrogen Energy Storage System

HEL: Hydrogen Electrolyzer

HFC: Hydrogen Fuel Cell or Hydrogen Stationary Power Generator

BoP: Balance of Plant

O&M: Operations and Maintenance

AIR: Application Incentive Request



MEMORANDUM

To: Arti Kundu, County of Marin, CDA

March 10, 2023

From: Tony Williams, General Manager

Subject: Dillon Beach Wastewater Feasibility Study – Next Steps
t:\gm\2023 misc\om rate study\3-10-23 memo to cda_dillon_om.docx

As discussed at the February 22, 2023 meeting between the County of Marin, LAFCo, and North Marin Water District (NMWD), additional information is needed regarding some of the alternatives identified in the recent study conducted by Questa. In order to effectively communicate the potential costs associated with a potential annexation and connection to NMWD's Oceana Marin Sewer System, a **connection fee and rate study** is required. The scope of work for this necessary study is summarized below:

- Task 1 Study Initiation: this includes a conference call with key staff (County and NMWD) and identifying and collecting data needed for the study;
- Task 2 Develop a Financial Plan: this task includes development of a long-range financial planning model as well as a short-term/initial rate schedule;
- Task 3 Cost of Service Analysis: this task is required because of potential commercial accounts and to ensure compliance with Prop 218. This will include a workshop style meeting with key staff;
- Task 4 Facility Connection Charge Calculations: this task includes the analysis and calculation of connection charges (*note that the current connection charge in NMWD's Regulation 109 is based on incremental cost methodology and capital projects for the existing sewer system and not major expansion of the system*);
- Task 5 Draft Recommendations and Final Report: this task includes presentation to key staff of draft findings and preparation of an administrative draft and final study report.

Prior to initiating the study described above, NMWD requests that the capital costs identified in the Questa study be **reviewed by a third party** (e.g. experienced engineering firm, County DPW, cost estimating consultant). These capital cost values will be used for the analyses and calculations in the connection fee and rate study.

Needed Funding

The connection fee and rate study described above as well as associated NMWD staff time¹ is estimated to cost \$54,300. NMWD is not able to fund this necessary effort with operating revenue or reserves from its Oceana Marin sewer enterprise. If the County can provide funding, NMWD is prepared to lead and manage the connection fee and rate study. NMWD is prepared to discuss this in more detail if desired.

¹ Staff time for the NMWD Auditor-Controller and General Manager is not included and represents a cost share contribution.

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**MEMORANDUM**

To: Board of Directors *EM* Date: September 17, 2024
From: Eric Miller, Assistant General Manager / Chief Engineer
Subject: FY2023/24 Year-End Progress Report – Engineering Department
R:\CHIEF ENGMILLER\FY 23-24\Reporting\End of Year CIP Review\FY23-24 year end BOD.docx

RECOMMENDED ACTION: Information Only

FINANCIAL IMPACT: None

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

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

Table 1 – CIP Cost Summary

Service Area	CIP Project Costs (\$)		% Complete
	Budget	Actual	Actual
Novato Water	13,890,000	10,218,383	75
Novato Recycled	840,000	302,363	35
West Marin (including OM)	1,540,000	659,684	45
Total	16,270,000	11,180,430	70

A significant number of developer projects are in various project stages at the close of FY2023/24 which continues to have an overall impact on the District's ability to execute the planned CIP projects. On average, the Department continues to receive approximately five planning-level or building permit referrals each week. During the fiscal year, the Engineering Department managed 11 different developer and 43 over-the-counter projects.

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

Table 2 – Special Studies Cost Summary

Study Name	Study Costs (\$)		% Complete
	Budget	Actual	
GIS Conversion/Mapping	25,000	61,846	80
Novato Rate Study *	60,000	51,100	100
Novato Enhanced Master Plan – 2024 Update	100,000	44,611	15
STP Risk Management Plan Update	60,000	23,159	50

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

In addition to the formal studies identified above, Engineering staff, as well as key staff from other Departments, are involved in significant projects led by external agencies such as the Marin County Multi-Jurisdictional Local Hazard Mitigation Plan and the West Marin Coast Guard Housing response to CEQA IS/MND. These efforts are not currently established District projects under the CIP program but may result in future ones.

Performance Status for CIP

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

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

Table 3 – Novato Service Area

Project Name	Phase	Project Costs (\$)		% Complete
		Budget	Actual	
Pipeline Improvements				
<i>Novato Blvd Widening – Diablo to Grant</i>	<i>D</i>	<i>80,000</i>	<i>13,881</i>	<i>50</i>
<i>George Street Main Replacement</i>	<i>C</i>	<i>225,000</i>	<i>108,188</i>	<i>100</i>
<i>San Mateo Tank 24" Transmission Pipeline</i>	<i>E/D</i>	<i>25,000</i>	<i>9,017</i>	<i>75</i>
Arthur Street Main Replacement	C	0	319,014	80
<i>Railroad Avenue Main Replacement</i>	<i>C</i>	<i>350,000</i>	<i>233,802</i>	<i>95</i>
Stafford Lake Park Service Line Replacement	P	0	2,146	5
<i>North Marin Aqueduct Restoration near Olompali</i>	<i>P</i>	<i>50,000</i>	<i>125,783</i>	<i>100</i>
Interconnection Modifications (w/ MMWD)	P/D	100,000	0	10
Storage Tanks & Pump Stations				
<i>Old Ranch Road Tank Replacement</i>	<i>C</i>	<i>15,000</i>	<i>2,951</i>	<i>100</i>
Garner Tank Recoat	P	25,000	0	0
Lynwood Tank Seismic Upgrade/Recoat	P	25,000	0	0
<i>Lynwood Pump Station Replacement</i>	<i>P/E/D</i>	<i>300,000</i>	<i>283,392</i>	<i>55</i>
<i>Crest Pump Station</i>	<i>C</i>	<i>1,500,000</i>	<i>151,812</i>	<i>20</i>
Cherry Hill Pump Station Retaining Wall	D/C	200,000	34,534	50
<i>Bahia Hydropneumatic System Replacement</i>	<i>C</i>	<i>850,000</i>	<i>62,133</i>	<i>10</i>
San Marin Pump Station Motor Replacement	C	0	29,012	75
Stafford Improvements				
STP Supernatant Line Replacement	C	625,000	713,843	100
STP Efficiency Improvements	C	50,000	0	0
STP Chemical System Upgrade	C	50,000	0	0
STP Tower Hose Replacement	C	0	46,771	90
STP Primary Filter Basin Improvements	C	400,000	694,588	80
Stafford Lake Dam Piezometer Automation	D/C	0	15,323	25
<i>Stafford Lake Dam Spillway Modification (ASG)</i>	<i>P/E/D</i>	<i>150,000</i>	<i>13,974</i>	<i>15</i>
Stafford Lake Dam Spillway Concrete Repair	D/C	100,000	36,196	50
Stafford Lake Dam Access Road Slide Repair	D	50,000	5,195	10
Miscellaneous Improvements				
<i>Administration and Laboratory Upgrade</i>	<i>C</i>	<i>8,000,000</i>	<i>7,089,205</i>	<i>90</i>
<i>District Corporation Yard Repaving</i>	<i>C</i>	<i>0</i>	<i>210,497</i>	<i>100</i>
District Corporation Yard Locker Room Remodel	D/C	150,000	7,336	30

Project Name	Phase	Project Costs (\$)		% Complete
		Budget	Actual	
District Corporation Yard Program Assessment	P	75,000	0	0
<u>Novato Potable Water Contingency Funds</u>	<u>P/D/C</u>	<u>520,000</u>	<u>9,789</u>	<u>0</u>
Recycled Water System				
District Headquarters RW Extension	C	300,000	239,977	100
Hamilton Homeward Bound RW Extension	C	300,000	62,387	30
Reservoir Hill Tank (RW) Leak Repair	C	100,000	0	0
<u>Novato Recycled Water Contingency Funds</u>	<u>ALL</u>	<u>140,000</u>	<u>0</u>	<u>0</u>
Total Novato Service Area		14,730,000	10,520,746	70

Table 4 – West Marin Service Area

Project Name	Phase	Project Costs (\$)		% Complete
		Budget	Actual	
West Marin Water System				
<i>Hwy 1 @ Lagunitas Creek Main Replacement</i>	<i>P/D</i>	<i>50,000</i>	<i>29,034</i>	<i>50</i>
<i>Replace Galv. Pipe – Balboa/Drakes/Baywood</i>	<i>C</i>	<i>125,000</i>	<i>11,909</i>	<i>15</i>
<i>Gallagher Well No. 1 Rehabilitation</i>	<i>C</i>	<i>85,000</i>	<i>10,207</i>	<i>100</i>
<i>Gallagher Well No. 2</i>	<i>C</i>	<i>175,000</i>	<i>130,040</i>	<i>100</i>
PRTP Pipe Gallery Replacement	D/C	0	149,891	100
<u>West Marin Contingency Funds</u>	<u>ALL</u>	<u>150,000</u>	<u>5,385</u>	<u>0</u>
Subtotal (West Marin System)		585,000	336,466	60
Oceana Marin Sewer System				
<i>Sewer Form Main Improvements – Phase FM 1A</i>	<i>D</i>	<i>80,000</i>	<i>13,118</i>	<i>30</i>
<i>Treatment and Storage Pond Rehabilitation</i>	<i>C</i>	<i>810,000</i>	<i>277,826</i>	<i>40</i>
<u>Oceana Marin Contingency Funds</u>	<u>ALL</u>	<u>65,000</u>	<u>32,275</u>	<u>50</u>
Subtotal (Oceana Marin Sewer System)		955,000	323,218	35
Total West Marin Service Area		1,540,000	659,684	45

Notes for Tables 3 & 4

Carry forward projects from previous fiscal year

New projects added throughout the fiscal year

Placeholder contingency funds, total budget shown

Project Phases:

(indicated in italics)

(indicated in bold)

(indicated in underline)

Planning (P)

Environmental (E)

Design (D)

Construction (C)

Novato Service Area

Of the thirty-two (32) Novato Service Area CIP projects, sixteen (16) are currently active, including the Lynwood PS Replacement project which is currently in its second round of siting studies. The initial siting study was conducted to identify potential primary sites for a new pump station using a criterion of publicly owned land. The Board asked staff to revisit the siting analysis taking into consideration privately owned land as well. Ultimately, replacement of the Lynwood PS represents one of the most important capital improvements projects the District will undertake in several years.

The Crest Pump Station project was awarded to the low-bidding contractor and construction is scheduled to begin in earnest this fall. Ground breaking was delayed due to supply chain issues with several long-lead time materials. Staff plans to solicit bids for another significant project this fall, the Bahia Hydropneumatics System Replacement project. The project will address ongoing operational and maintenance concerns in the Bahia neighborhood.

Significant progress continues on the design phase of the Novato Blvd. Widening project which is being managed by City of Novato staff and is planned for phase 1 construction in 2025. The project includes 4,500 feet of 12-inch main replacement, 1,000 feet of side-street branch ties and 35 new services. Preliminary design of the Stafford Lake Dam Adjustable Spillway Gate project is progressing in several areas. The California Division of Safety of Dams (DSOD) is reviewing updated methodology for both geotechnical and hydrological analysis of the potential impacts of raising the maximum water level in Stafford Lake by three feet, which would be the outcome of the adjustable spillway gate project.

Construction was completed on two important projects since the mid-year status report. The Stafford Treatment Plant Supernatant (Sludge) Line Replacement project was completed in late summer and replaced half of the brittle polybutylene piping of the sewer force main that carries treatment biproduct from the plant to the sewer system on Center Road, through the golf course. The other half of the pipeline will be programmed for replacement in an upcoming CIP. Also, the District's headquarters Recycled Water Extension project wrapped up in July and will ultimately serve recycled water to 999 Rush Creek Place which was a long-time goal of staff.

Construction of the Administration and Laboratory Upgrade project is nearing completion and is currently scheduled for completion in the fall of 2024. Staff has been presenting quarterly updates to the Board of Directors that include progress photos, schedule look-ahead, unforeseen issues, and budget status. These updates have been presented over the past two years and will continue until project closeout, with the next update planned for a Board of Director's meeting in November 2024.

Of the sixteen (16) non-active projects, eight (8) were completed during the 2023/24 fiscal year, and the other eight (8) projects are currently on hold due to workload limitations and reprioritization. When new projects are added to the workplan throughout the fiscal year there are impacts to other budgeted projects, but District staff strives to work efficiently and reassess priorities throughout the year.

West Marin Service Area

Of the seven (7) West Marin CIP's, four (4) are currently active, including continued design work on a segment of the sanitary sewer force main in Oceana Marin which will address a long-standing vulnerability of that system. The Oceana Marin Treatment and Storage Pond Rehabilitation project was awarded to the low-bidding contractor, with construction underway and scheduled for completion this fall. Staff successfully secured additional construction funding and two separate time extensions from Cal OES and FEMA for this project.

Staff is making good progress with design efforts on the project to replace the water main on Highway 1 at Lagunitas Creek at the request of Caltrans, who is leading the Bridge Replacement project at this location. Current schedules show construction of the new bridge beginning in 2026.

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

Engineering Department Labor Hours

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

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

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

Table 5 – Engineering Labor Distribution

Work Classification	Annual Budget (hrs)	% of Budget	Annual Actual (hrs)	% of Actual
General Engineering	11,477	63	11,106	61
Developer Projects	2,290	13	1,242	7
CIP Projects	4,323	24	5,742	32
Total	18,090	100	18,090	100

Timesheet records indicate that only 7% of Engineering Department staff time was spent working on developer projects during the fiscal year. This can be misleading due to the amount of general engineering hours that should actually represent time spent on developer work. For instance, the Engineering Services Representative and Chief Engineer both work on a variety of developer projects on a regular basis, to the extent that tracking time spent on individual projects is cumbersome and somewhat inaccurate. Staff has implemented a new tracking system for future fiscal years which will yield more accurate reporting for time spent on developer projects moving forward.

The Engineering Department continues to rely on outside consultants for assistance on many of the CIP projects throughout all service areas. Of the total CIP expenditure of \$11,180,430, approximately \$1,649,202 was consultant expense during the fiscal year (15% of total expenditures, compared to 18% for the previous FY). The majority of consultant time was used on one major project: The Administration and Laboratory Upgrade project.

ATTACHMENTS: None

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DISBURSEMENTS - DATED AUGUST 22, 2024

Date Prepared 8/19/24

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
EFT*	US Bank	July Bank Analysis Charge (Lockbox \$912 & Other \$1,676, Less Interest \$186)	\$2,402.46
90743*	EDD	Unemployment Payment	899.82
1	Alpha Analytical Labs	Lab Testing (W.M.)	480.00
2	Asbury Environmental Services	Used Oil Disposal	100.00
3	Athens Administrators	Worker's Comp Settlement to Close Claim	18,500.00
4	AT&T	Leased Lines	63.18
5	Bold & Polisner	July Legal Fees-General (\$7,470) & NMWD Portion Potter Valley FERC (\$563)	8,032.50
6	Brady Industries	Safety Supplies	168.66
7	California Water Service	August Water Service	35.51
8	Chase	Chase Loan Payment - AMI Project (Pymt#13 of 30)	40,104.91
9	C.J. Brown & Company, CPAs	June Progress Billing Financial Statement Audit FY23-24	6,880.00
10	Comcast	August Internet (Buck Institute)	359.81
11	Core & Main	Elbows (17), Nipples (14), Meter Spuds (25) (\$570), Unions (40) (\$677), Valves (6) & Magnetic Valve Box Lifter (\$418)	2,221.45
12	Cummings Trucking	Rock Deliveries (175 yds)	2,910.60
13	Diesel Direct West	Gasoline (900 gal)	3,810.74
14	Ditch Witch West	Lever Valve ('19 Ditch Witch)	607.75
15	Susan N. Dove	Exp Reimb: Travel & Training Expenses for ESRI Conference in San Diego (7/15-7/19)	2,124.59

Seq	Payable To	For	Amount
16	ETS	Prog Pymt#3: Environmental Testing Services for Primary Filter Basin Improvement Project (Balance Remaining on Contract \$6,260)	160.00
17	Ferguson Waterworks	5/8" Meters (80) (Inventory to Upgrade Fire Services to AMI)	23,146.96
18	Freyer & Laureta, Inc.	Prog Pymt#5: Consulting for 2024 Master Plan Update (Balance Remaining on Contract \$5,146)	3,142.76
19	Frontier Communications	August Internet (STP)	640.00
20	Grainger	Electrode Arm (STP) (\$308), Miscellaneous Maintenance Tools & Supplies	1,552.68
21	Lamboy, Manuel	Novato "Toilet Rebate" Program	200.00
22	LGVSD	Recycled Water Deliveries (4/1/24-6/30/24)	9,258.20
23	Marin County Ford	Service Parts ('19 F150, '23 Ford Ranger & '20 F150)	348.06
24	McLellan Co, WK	Miscellaneous Paving & Traffic Control	50,888.53
25	McMaster-Carr Supply Co	Sealant (4) (STP) & Aluminum Sheet (24" x 24")	153.41
26	North Marin Auto Parts	Buckets (20), Fuel Pump Filter, Service Parts ('17 Ford Escape, '13 Vac Excavator, '15 Ford Escape, '20 F250, Forklift, '16 Nissan Frontier, '04 Backhoe) (\$1,224), Exhaust Tubing, Terry Rags (6 lbs), Power Steering Fluid (2 Gal) & Feeler Gauge	1,716.60
27	NMWD Employee Association	NMWD Employee Association Dues PPE 5/15/24-7/30/24	1,495.00
28	Novato Sanitary District	June 2024 RW Operating Expense	56,267.88
29	ODP Business Solutions, LLC	Toner & Miscellaneous Office Supplies	419.92
30	O'Reilly Auto Parts	Reissue Check - Original Lost it Mail	404.94
31	Pace Supply	Service Saddle, Gate Valves (20) (\$8,825), Fire Hydrant Extension & Flange Elbow (\$337)	9,563.41
32	Pape Machinery Inc.	Automotive Grease (120 lbs)	1,072.30

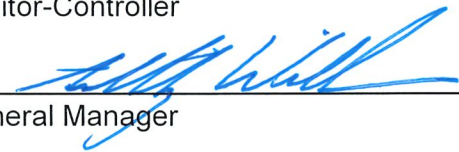
Seq	Payable To	For	Amount
33	Pacific Gas & Electric Co	Power: Buildings/Yard (\$4,034), Other (\$313), Pumping (\$81,668), Rect/Controllers (\$686) & T/P (\$154)	86,856.26
34	Pineda, Mark	Refund Security Deposit on Hydrant Meter Less Final Bill	494.31
35	Point Reyes Prop Mgmt Assn	August HOA Fees (25 Giacomini Rd)	75.05
36	Pollard Water	Gaskets (10), Square Nut, Meter Stop Lock Out & Curb Stop Lock	177.61
37	Quadient, Inc.	September Postal Meter Rental	143.09
38	Red Wing Business Advantage	Safety Boots (2 Employees)	459.11
39	Reischling, Kyle	Novato "Pool Cover" Rebate Program	75.00
40	Scanforce	Warehouse Inventory System (8/1/24-7/30/25)	20,014.00
41	Sonoma County Water Agency	July Contract Water	1,234,755.24
42	SPG Solar Facility XII, LLC	July Energy Delivered Under Solar Services Agreement	16,368.56
43	Telstar Instruments	Calibration & Diagnostic Services on Waste Flow Meter (P RTP)	1,988.00
44	Township Building Services	July Janitorial Services (\$1,938) (Yard & STP) & Supplies (\$793) (STP)	2,371.82
45	T & T Valve & Instrument	Replacement Bypass Valve Actuator (Garner Pump Station)	1,281.21
46	Univar	Sodium Hypochlorite (432 gal) (STP)	1,684.80
47	USA BlueBook	Valve Repair Kit (STP)	272.73
48	Van Bebber Bros	HR Plate (41" X 16")	265.50
49	Vulcan Materials Company	Pea & Sand (16 yds)	1,096.01
50	Waste Management	Waste Disposal	422.28
51	White & Prescott	Prog Pymt#44: Canyon Rd Quitclaim Deeds (Balance Remaining on as needed Contract	270.00

Seq	Payable To	For	Amount
52	ZORO	Battery Packs (2) (\$432), Magnetic Motor Starter (\$458), Miscellaneous Maintenance Tools & Supplies	1,323.31
		TOTAL DISBURSEMENTS	<u>\$1,620,526.52</u>

The foregoing payroll and accounts payable vouchers totaling \$1,620,526.52 are hereby approved and authorized for payment.


08/20/24

 Auditor-Controller Date


8/20/24

 General Manager Date

DISBURSEMENTS - DATED AUGUST 29, 2024

Date Prepared 8/26/24


The following demands made against the District are listed for approval and authorization for payment in accordance with Section 31302 of the California Water Code, being a part of the California Water District Law:

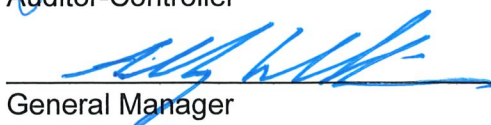
Seq	Payable To	For	Amount
P/R*	Employees	Net Payroll PPE 8/15/24	\$205,167.21
90745*	Internal Revenue Service	Federal & FICA Taxes PPE 8/15/24	92,674.44
90746*	State of California	State Taxes & SDI PPE 8/15/24	21,480.05
90747*	CalPERS	Pension Contribution PPE 8/15/24	56,876.72
90744*	Nationwide	Deferred Compensation PPE 8/15/24	12,566.24
90750*	Nationwide	Deferred Compensation 8/15/24-401A Match	2,685.07
90748*	Amazon	Relay Contactor, Kitchen Supplies, Swivel Adapters (2), Respirator Mask, Thermal Paper, Belt Clips, Office Supplies, Cash Register (\$308), Gate Locks & Concrete Mixing Mats (\$447)	1,617.47
90749*	US Bank Card	Wine Country Water Works Training Registration (Lab) (\$640), Frame Gaskets (9) (\$415), Fire Hose Fittings (2), Tool Set (\$921), Internet (PRTP & Gallagher Well #2), Zoom for Board Meetings, CPA License Renewal (Blue) (\$340), Monthly Mobile Internet (PRTP), Microsoft Monthly Subscript. (\$333), Adobe Subscript., Dropbox Subscript., Assoc of Dam Safety Memb Renewals (Williams & Miller), Aatrix DE-9 & 941 Filing Fees, CA Clean Truck Compliance Fee, ACWA Reg for Leadership Forum (\$435) & Lunch for All Staff Event (\$2,278)	6,929.09
1	100 Wood Hollow	September Rent for 100 Wood Hollow	37,594.85
2	Allied Mechanical	Service on HVAC System (Yard)	450.98
3	American Family Life Ins	August Employee Paid Benefit	4,070.55
4	Argonaut Construction	Prog Pymt#3: Oceana Marin Rehabilitation Project (Balance Remaining on Contract \$828,900)	497,040.00

Seq	Payable To	For	Amount
5	Asbury Environmental Services	Oil Filters, Gas Filters & Antifreeze Disposal	150.00
6	Associated Right of Way Services	Prog Pymt#13: Valuation Services for Lynwood Pump Station Replacement Project (Balance Remaining on Contract \$36,328)	920.00
7	Consolidated CM	Prog Pymt#40: Construction Management Services for Admin Building Renovation Project (Balance Remaining on Contract \$125,333)	68,996.95
8	Dell Computers	Computers for Board & Conference Rooms (8)	6,410.40
9	Digital Prints & Imaging	Vellum Paper (Lab)	244.17
10	Fiserv/Bastogne Inc.	Refund Over Payment on Open Account	125.15
11	Grainger	Miscellaneous Maintenance Tools & Supplies	1,361.93
12	HERC Rentals Inc.	Generator Rental (7/21/24-8/20/24)	3,470.71
13	Home Depot	Adapters (8) & Rapid Set Mortar (6-55lb bags)	268.27
14	Idexx Laboratories	Vessels (400) (Lab)	370.98
15	International Fire Inc.	Service On Existing Fire Extinguishers (\$100) & Purchase of New Fire Extinguishers (4) (\$240)	340.32
16	Kaiser Foundation Health Plan	DMV/DOT Physicals (2)	230.00
17	Kathleen Pickens - KP Prom.	Uniform Order	9,901.64
18	Lincoln Life Employer Serv	Deferred Compensation PPE 8/15/24	8,879.93
19	Marin Color Service	Paint & Supplies	407.86
20	Maxwell Myers-C/O Keegan & Coppin	Refund Overpayment on Closed Account	108.22
21	McMaster-Carr Supply Co	Strainers (2) & Suction Water Hose (\$301) (STP)	374.24
22	Mutual of Omaha	September 2024-Group Life/ADD Insurance Premium (\$1,469) & Vision (\$797)	2,266.16
23	New Pig Corporation	Absorbent Floor Mats (2)	106.58
24	ODP Business Solutions, LLC	Miscellaneous Office Supplies	67.73
25	O'Reilly Auto Parts	Vehicle Maintenance Supplies	318.21

Seq	Payable To	For	Amount
26	Pace Supply	Elbows (2) & Couplings (2) (O.M. Pond Rehabilitation Project)	342.61
27	NMWD Petty Cash	Hand Soap, Bleach, Ziplocks, Safety Meeting Snacks & Postage Stamps	152.82
28	Pollard Water	Pipe Re-rounder	301.93
29	Preferred Alliance, Inc.	Pre-Employment Test (Construction)	42.00
30	Pump Repair Service	Materials & Labor to Rebuild Pump at Lynwood Pump Station	36,415.78
31	Rader Excavating	Traffic Control Services (Arthur Street Main Relocation)	18,917.00
32	Redwood Health Services, Inc.	August 2024 Dental Claims & Fees Expense	7,672.58
33	RH & Sons Water Services	Backflow Testing (5)	325.00
34	Scott Technology Group	August Monthly Maintenance on Engineering, Admin Copiers & Contract Overage	407.22
35	Thomas Scientific	Vaporline Indicators (250), Pipette Tips (1,000), Filter Holder Base & Conductivity Standard (Lab)	604.04
36	Univar	Sodium Hypochlorite (200 gal) (PRTP)	650.00
37	USA BlueBook	Replacement Lamp Assembly (\$469) (Lab), Griffco Valve Repair Kit (PRTP) & Pressure Relief Valve (STP)	853.70
38	Vulcan Materials Company	Power Patch (5 yds) (\$1,176), Pea & Sand (16 yds) (\$1,085)	2,260.96
39	VWR International LLC	Phosphorus Buffer (Lab)	109.02
40	Waste Management	Waste Disposal	137.88
		TOTAL DISBURSEMENTS	<u>\$1,113,664.66</u>

The foregoing payroll and accounts payable vouchers totaling \$1,113,664.66 are hereby approved and authorized for payment.


08/27/24
 Auditor-Controller Date


8/27/24
 General Manager Date

DISBURSEMENTS - DATED SEPTEMBER 5, 2024

Date Prepared 9/3/24

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	Alpha Analytical Labs	Lab Testing (Novato & W.M.)	\$692.00
2	Aqua Equip Technologies, Inc	Tube Setters (1.5) (STP Primary Filter Basin Improvements)	12,620.00
3	Asbury Environmental Services	Used Oil Disposal	330.29
4	AT&T	Telephone, Fax, Leased Lines (\$528) & Data (\$622)	1,316.45
5	Automation Direct	Switching Power Supply (2)	298.38
6	Barry, John	Refund of Deposit/New Development/WC Restriction-Novato	1,000.00
7	Blackpoint Mgmt	Refund Overpayment on Closed Account	64.24
8	Brady Industries	Safety Gloves (36)	134.69
9	Neida Capetillo	Exp Reimb: Safety Boots	140.71
10	Castellucci, Peter	Exp Reimb: Safety Boots	216.95
11	Cats 4 U Inc.	Refund Security Deposit on Hydrant Meter Less Final Bill	505.19
12	Chris Gatewood Industries	Repair of Centrifuge (STP)	16,552.50
13	Comcast	September Internet (100 Wood Hollow)	364.81
14	Core Utilities, Inc	IT Design for Admin Building/Lab Refurbish (\$675) (Balance Remaining on Contract \$3,075), Consulting Services: July IT Support (\$6,000),CMORE Screen Programming (\$1,090) (PRTP) & CORE Billing Maintenance (\$225)	7,990.34
15	Core & Main	Double Check Detector Assembly (\$5,224), Spool Flanges (4) (\$1,985), Nipples (2) & Double Check Detector Assembly Setter (\$1,324)	8,678.92

Seq	Payable To	For	Amount
16	Diesel Direct West	Diesel (534 gal) (\$2,597) & Gasoline (800 gal) (\$3,540)	6,137.32
17	ERM C/O Don Ludlam	Refund Security Deposit on Hydrant Meter Less Final Bill	517.17
18	Farwest Corrosion Control Comp	Electrode & Extension	309.77
19	Ferguson Waterworks	Replacement 6" Recycled Meter (Marin Country Club Golf Course)	6,437.66
20	Arthur J. Gallagher Risk Management Services LLC	Insurance Renewal Adjustment ('24 JD Backhoe)	417.00
21	Grainger	Safety Gloves (2,100) (\$487), 8" Gate Valve (O.M. Pond Rehab Project) (\$510), 10' Stepladder (\$410), 8' Rectangle Grating Bar (\$349), Torque Wrench (\$356), Vault Grates for Black Point Regulator Station (4) (\$1,396), Strut Channels (2) (\$348), Miscellaneous Maintenance Tools & Supplies	5,107.22
22	Highland Commercial Roofing	Prog Pymt#1: Replacement Yard Shop & Warehouse Roofs (Balance Remaining on Contract \$36,322)	54,348.00
23	Integrity Shred LLC	Document Shredding (70 Boxes) (Warehouse)	577.50
24	Kiosk Creative LLC	July Marketing Communication & Outreach Services (Balance Remaining on Contract \$70,761)	5,008.09
25	McLellan Co, WK	Striping (\$1,159) (Bolling Circle) & Misc Paving Services (\$32,992)	34,150.83
26	McMaster-Carr Supply Co	Aluminum Sheet (24" x 24") & Beverage Hoses (2 - 40') (\$393) (STP)	456.20
27	ODP Business Solutions, LLC	Miscellaneous Office Supplies & Copy Paper (90 reams) (\$452)	791.36
28	Pace Supply	Valve Extension Rods, Copper Pipe (120') (\$1,078), Setters (4) (\$4,391), Double Check Detector Assemblies (6) (\$48,862) & PVC Pipe (20) (\$404)	54,921.57

Seq	Payable To	For	Amount
29	Pape Machinery Inc.	Diagnostic & Service ('19 Mobile Generator) (\$1,519) & Service Parts ('15 JD Skip Loader & '19 Mobile Generator) (\$366)	1,885.21
30	Peterson Trucks	Opacity Test ('09 Peterbilt 335)	104.88
31	Brandon Pirinjian	Exp Reimb: SWRCB Fee for D1 Certification	70.00
32	Pollard Water	Hand Wheel	54.78
33	Rader Excavating	Traffic Control Services (Arthur St Main Relocation)	4,232.50
34	Soiland Co., Inc.	Asphalt Recycling (3 yds) & Rock (47 yds) (\$1,518)	1,620.66
35	Volvo Construction Equipment	Service Parts (2 Compressors)	753.12
36	West Coast Energy Systems LLC	Quarterly Maintenance Inspections for STP (\$535), Oceans Marin Standby Generators (\$535) & Emergency Diagnostic Work ('19 Mobile Generator) (\$3,535)	4,604.75
37	Widergren, Robert	Refund Security Deposit on Hydrant Meter Less Final Bill	569.71
38	ZORO	Folding Table, Magnetic Motor Starter (\$458) & Red Flags (100)	679.65
TOTAL DISBURSEMENTS			<u>679.65</u>
			<u>\$234,660.42</u>

The foregoing payroll and accounts payable vouchers totaling \$234,660.42 are hereby approved and authorized for payment.

Julie Blue
Auditor-Controller

09/03/24
Date

[Signature]
General Manager

9/3/2024
Date

DISBURSEMENTS - DATED SEPTEMBER 12, 2024

Date Prepared 9/9/24


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 8/31/24	\$206,810.31
90755*	Internal Revenue Service	Federal & FICA Taxes PPE 8/31/24	91,934.49
90756*	State of California	State Taxes & SDI PPE 8/31/24	21,479.02
90757*	CalPERS	Pension Contribution PPE 8/31/24	56,976.53
90752	CalPERS	GASB68 Report & Schedule Fees-FY24	700.00
90751	CalPERS	September 2024 Health Insurance Premium (Employer \$55,151, Retirees \$12,845 & Employees \$7,884)	75,880.29
90753*	Nationwide	Deferred Compensation PPE 8/31/24	12,656.69
90754*	Nationwide	Deferred Compensation 8/31/24-401A Match	2,739.45
1	ACI Payments C/O Biller Returns	Refund Unable to Locate Account	126.26
2	American Flagpole	Installation of Flagpole (Admin Building Renovation)	9,570.50
3	Building Supply Center	Plumbing Supplies (STP)	36.11
4	C.J. Brown & Company, CPAs	August Progress Billing Financial Statement Audit FY23-24	450.00
5	Comcast	September Phone Services (Wood Hollow, Buck Institute, Yard & STP)	1,537.67
6	Comcast	September Internet (District Yard)	1,567.93
7	DataTree	August Subscription to Parcel Data Information	100.00
8	Sam Demartini	Exp Reimb: Safety Boots	311.35
9	Direct Line Inc	August Telephone Answering Service	280.72
10	E & M	Variable Frequency Drive (Bolling Booster Station)	2,505.10

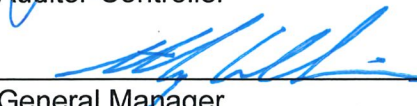
Seq	Payable To	For	Amount
11	Eurofins Eaton Analytical, Inc	Lab Testing	2,810.00
12	D.L. Falk Construction, Inc.	Prog Pymt#25: Admin & Lab Building Upgrades (Balance Remaining on Contract \$1,139,055)	243,130.49
13	D.L. Falk Construction Escrow Acct	5% Retainage-Pymt#25 Admin & Lab Building Upgrade	12,796.34
14	Friedman's Home Improvement	Miscellaneous Maintenance Tools & Supplies	489.36
15	Goodpaster, Stacie	Exp Reimb: Shipping Costs for Lab Analysis	235.55
16	Grainger	Bird Repellent Spikes (100') (\$398), Level Sensors (2) (O.M.) (\$1,689), Miscellaneous Maintenance Tools & Supplies	2,629.33
17	Hach Co.	Turbidimeter Repair Kit (Lab)	1,393.14
18	Harrington Industrial Plastics	Tubing (500') (STP)	389.29
19	Ken Grady Company, Inc	Miscellaneous Hardware (West Marin)	109.46
20	Lincoln Life Employer Serv	Deferred Compensation PPE 8/31/24	8,795.89
21	Marin Landscape Materials	Quik Mix (84 bags)	811.14
22	County of Marin	Encroachment Permit (1097 Bel Marin Keys)	736.20
23	McGard Special Products	Lock Plugs (20) & Key Wrenches (4) (Consumer Services)	907.53
24	McMaster-Carr Supply Co	Suction (8') (\$195) & Hydraulic Hoses (3), U- Bolts (12), Mounting Plates (12) & Swing Check Valve	703.53
25	Noll & Tam Architects	Prog Pymt#38: Architecture & Engineering Services for Admin Headquarters Upgrade (Balance Remaining on Contract \$104,279)	19,335.00
26	North Marin Auto Parts	Miscellaneous Service Parts & Supplies	722.11
27	North Bay Gas	Nitrogen (STP)	30.00
28	Novato Builders Supply	Lumber (\$625), Cement Support Blocks (80), Concrete (1 yd) (\$227), & Miscellaneous Construction Supplies	1,034.69

Seq	Payable To	For	Amount
29	Pace Supply	Elbows (44) (\$591), Nuts (400) (\$319), Flanges (4) (\$510), Hydrant Extensions (4) (\$702), Nipples (20), Pipe (2,280') (\$20,486), Bell Restrainer, 6" & 8" Double Check Detector Assemblies (6) (\$42,167), Spools (19) (\$11,804), Gaskets (8) & Flange Setter (\$1,861)	78,943.64
30	Parkinson Accounting Systems	August Accounting Software Support	438.75
31	Peterson Trucks	Opacity Test ('12 Int'l Dump Truck)	164.52
32	Point Reyes Prop Mgmt Assn	September HOA Fees (25 Giacomini Rd)	75.05
33	Pollard Water	Swivel Adaptors (4) (STP)	214.57
34	Quincy Compressor	115 Volt Drain	289.36
35	Recology Sonoma Marin	August Trash Removal	662.98
36	State Water Resources Control	Clean Drinking Water SRF Loan Principal & Interest-RW N Seg 2 (Pymt#12 of 20)	116,128.88
37	USA BlueBook	Pressure Relief Valve & Staff Gauges (3) (STP)	313.86
38	Veolia Water Technologies	Sand Recirculation Part (STP)	2,862.22
39	Verizon Wireless	August Cellular Charges & Equipment (\$62)	1,611.32
40	Verizon Wireless	SCADA & AMI Collectors (\$650)	1,116.86
41	William Ray Consulting	Data Integrity Training (7/22-8/6/24) (Lab)	160.00
		TOTAL DISBURSEMENTS	<u>\$985,703.48</u>

The foregoing payroll and accounts payable vouchers totaling \$985,703.48 are hereby approved and authorized for payment.


09/10/24

 Auditor-Controller Date


9/10/24

 General Manager Date

NORTH MARIN WATER DISTRICT
MONTHLY PROGRESS REPORT FOR AUGUST 2024
 September 17, 2024

1.

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

Month	FY24/25	FY23/24	FY22/23	FY21/22	FY20/21	25 vs 24 %
July	264.8	218.6	224.5	282.9	341.7	21%
August	252.9	230.9	235.9	212.4	290.1	10%
FYTD Total	517.7	449.6	460.4	495.3	631.7	15%

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

Month	FY24/25	FY23/24	FY22/23	FY21/22	FY20/21	25 vs 24 %
July	8.9	7.1	6.3	6.0	8.2	25%
August	8.7	7.5	6.8	5.7	9.2	17%
FYTD Total	17.6	14.6	13.1	11.8	17.4	21%

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

Month	FY24/25	FY23/24	FY22/23	FY21/22	FY20/21	25 vs 24 %
July	0.0	67.0	56.3	67.0	105.8	-
August	0.0	98.3	67.9	31.3	81.1	-
FYTD Total	0.0	165.3	124.2	98.2	186.9	-

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

Month	FY24/25	FY23/24	FY22/23	FY21/22	FY20/21	25 vs 24 %
July	54.6	31.0	43.1	42.9	39.0	76%
August	50.1	34.8	41.6	41.4	43.2	44%
FYTD Total*	104.7	65.8	84.8	84.3	82.2	59%

*Excludes potable water input to the RW system: FY25=.7, FY24=13.8MG, FY23=10.8 MG FY22=10 MG; FY21=24.7 MG

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2. Regional and Local Water Supply

Lake Sonoma

	Current	2023
Lake Storage*	77,363 MG	78,199 MG
Supply Capacity	90 %	91 %

*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 *	72,876 MG	84,801 MG
Supply Capacity	66 %	76 %

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

3. Stafford Lake Data

	August Average	August 2024	August 2023
Rainfall this month	0.05 Inches	0.04 Inches	0.00 Inches
Rainfall this FY to date	0.07 Inches	0.04 Inches	0.00 Inches
Lake elevation*	185.07 Feet	192.76 Feet	186.43 Feet
Lake storage**	697 MG	1,164 MG	769 MG
Supply Capacity	50 %	83 %	55 %

* Spillway elevation is 196.0 feet (NGVD29)

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

Temperature (in degrees)

	Minimum	Maximum	Average
August 2024 (Novato)	49.00	97.00	68.55
August 2023 (Novato)	49.00	99.00	70.09

4. Number of Services

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August 31	Novato Water			Recycled Water			West Marin Water			Oceana Marin Swr		
	FY24	FY23	Incr %	FY24	FY23	Incr %	FY24	FY23	Incr %	FY24	FY23	Incr %
Total meters installed	21,034	20,984	0.2%	103	102	1.0%	808	800	1.0%	-	-	-
Total meters active	20,883	20,834	0.2%	101	100	1.0%	799	792	0.9%	-	-	-
Active dwelling units	24,097	24,097	0.0%	-	-	-	837	837	0.0%	239	235	1.7%

5. Oceana Marin Monthly Status Report

Description	August 2024	August 2023
Effluent Flow Volume (MG)	0.511	0.439
Irrigation Field Discharge (MG)	0.000	0.383
Treatment Pond Freeboard (ft)	8.4	7.0
Storage Pond Freeboard (ft)	8.6	8.5

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 24/25 through Aug	0	\$0	0	0	\$0
FY 23/24 through Aug	1	\$368	1	1	\$0

FY 24/25 through Aug

FY 23/24 through Aug

Days since lost time accident through Aug 31, 2024

410 Days

7. Energy Cost

FYE	kWh	August		Fiscal Year-to-Date thru August			
		¢/kWh	Cost/Day	kWh	¢/kWh	Cost/Day	
FY 24/25	Stafford TP	67,183	23.6¢	\$510	136,659	23.6¢	\$537
	Pumping	169,732	41.0¢	\$2,317	328,647	41.2¢	\$2,294
	Other ¹	39,184	46.3¢	\$604	76,283	51.2¢	\$662
		<u>276,098</u>	<u>37.5¢</u>	<u>\$3,432</u>	<u>541,589</u>	<u>38.2¢</u>	<u>\$3,493</u>
FY 23/24	Stafford TP	76,743	22.5¢	\$557	142,969	24.1¢	\$556
	Pumping	149,041	34.8¢	\$1,789	307,613	34.5¢	\$1,742
	Other ¹	34,845	41.1¢	\$494	70,628	40.9¢	\$474
		<u>260,629</u>	<u>32.0¢</u>	<u>\$2,840</u>	<u>521,211</u>	<u>32.5¢</u>	<u>\$2,772</u>
FY 22/23	Stafford TP	69,985	22.2¢	\$501	142,148	22.2¢	\$509
	Pumping	144,252	29.0¢	\$1,396	299,316	29.0¢	\$1,401
	Other ¹	37,953	34.5¢	\$437	82,204	34.3¢	\$454
		<u>252,190</u>	<u>28.0¢</u>	<u>\$2,334</u>	<u>523,668</u>	<u>28.0¢</u>	<u>\$2,364</u>

¹Other includes West Marin Facilities

\\nmwdfilereserver\administration\AC\Board Reports\PG&E Usage\FY 24.25\PG&E Usage 08.2024.xlsx\mo rpt

8. Water Conservation Update

	Month of August 2024	Fiscal Year to Date	Program Total to Date
High Efficiency Toilet (HET) Rebates	5	6	4,550
Retrofit Certificates Filed	12	37	6,955
Cash for Grass Rebates	0	2	1,089
Washing Machine Rebates	0	6	6,941
Water Smart Home Survey	2	7	3,945

9. Utility Performance Metric

August 2024 Service Disruptions

<u>SERVICE DISRUPTIONS</u> (No. of Customers Impacted)	August 2024	August 2023	Fiscal Year to Date 2024	Fiscal Year to Date 2023
PLANNED				
Duration Between 0.5 and 4 hours	5	37	10	55
Duration Between 4 and 12 hours	0	0	0	0
Duration Greater than 12 hours	0	0	0	0
UNPLANNED				
Duration Between 0.5 and 4 hours	0	25	5	30
Duration Between 4 and 12 hours	0	0	0	78
Duration Greater than 12 hours	0	0	0	0
<u>SERVICE LINES REPLACED</u>				
Polybutylene	3	2	6	16
Copper Replaced or Repaired)	2	6	4	10

August 2024 Service Disruptions

Planned: For the month of August, we had 5 planned service disruptions:

Plastic: We had 3 plastic service leaks on Galli Dr and Sunset Pkwy.

Copper: We replaced 2 copper services on Bel Marin Keys Blvd.

Unplanned: There were no unplanned service disruptions for the month of August.

10. Summary of Complaints and Service Orders – August 2024

Tag Breakdown:

Total: **279** Consumer: 80 Office: 199

<u>Type</u>	<u>Aug-24</u>	<u>Aug-23</u>	<u>Added Notes</u>
<u>Billing</u>			
High Bill	<u>6</u>	<u>6</u>	
Total	6	6	
<u>Meter Replacement</u>			
	<u>106</u>	<u>54</u>	
Total	106	54	
<u>Need Read</u>			
	<u>3</u>	<u>1</u>	
Total	3	1	
<u>No-Water</u>			
	<u>3</u>	<u>4</u>	
Total	3	4	
<u>Leak</u>			
Consumer	102	97	
District	<u>14</u>	<u>13</u>	
Total	116	110	
<u>Water Quality</u>			
Taste/ Odor	0	1	
Color	<u>0</u>	<u>1</u>	
Total	0	2	
<u>Check Pressure</u>			
	<u>0</u>	<u>1</u>	
Total	0	1	
<u>Turn Off / On</u>			
	<u>27</u>	<u>26</u>	
Total	27	26	
<u>Other</u>			
	<u>18</u>	<u>6</u>	
Total	18	6	
TOTAL FOR MONTH:	<u>279</u>	<u>210</u>	<u>33%</u>

Bill Adjustments Under Board Policy:

August 24 vs. August 23

Aug-24	44	\$9,859
Aug-23	15	\$2,662

Fiscal Year vs Prior FY

FY 24/25	59	\$21,044
FY 23/24	24	\$4,215



Talking Points Topic: 2024 Temporary Urgency Change Petitions

Key Message:

1. Sonoma Water filed Temporary Urgency Change Petitions with the State Water Resources Control Board to use Lake Mendocino's water storage levels as the hydrologic index for the Russian River instead of the existing requirement linked to Lake Pillsbury.
2. If approved, Sonoma Water would be allowed to use Lake Mendocino's water storage levels to determine how much water to release from Lake Mendocino and Lake Sonoma to satisfy the minimum instream flow requirements specified in its water rights permits.
3. Using Lake Mendocino's water storage levels provides better alignment with actual Russian River watershed conditions. The use of Lake Pillsbury (located on the Eel River in Lake County and not in the Russian River watershed) as the hydrologic index for the Russian River was established based on the historically significant transfers of Eel River water via the Potter Valley Project, which are currently greatly reduced due to multiple factors, including: amendments to PG&E's FERC operating license, equipment failures at the power plant and increased seismic risks recently identified at Scott Dam.
4. If approved, these TUCPs will ensure that water released from Lake Mendocino and Lake Sonoma are sustainable and based on local Russian River watershed conditions.

Background:

On August 20, 2024, Sonoma Water filed petitions for a temporary urgency change to its water rights with the State Water Resources Control Board for the period of November 1, 2024, through April 29, 2025. The requested changes would use an alternate hydrologic index to determine water supply conditions for the Russian River watershed. In Sonoma Water's water rights, a hydrologic index based on inflows into Lake Pillsbury on the Eel River establishes the water supply condition which in turn sets the required minimum instream flows for the Upper Russian River, Lower Russian River and Dry Creek. The hydrologic index in the requested changes would establish water supply conditions based on storage levels in Lake Mendocino. These requested changes are necessary due to changes in the operation of the Potter Valley Project, which has resulted in greatly diminished transfers of Eel River water into the East Fork of the Russian River. The use of the proposed hydrologic index would better align the hydrologic index determination of water supply conditions (Normal, Dry or Critical) with actual watershed conditions. The consequences of a misalignment could potentially result in higher minimum instream flow requirements under dry conditions resulting in excessive drawdowns of the water supply stored in Lake Mendocino and Lake Sonoma.

Supporting Details

Additional information

Sonoma Water: <https://www.sonomawater.org/tucp>

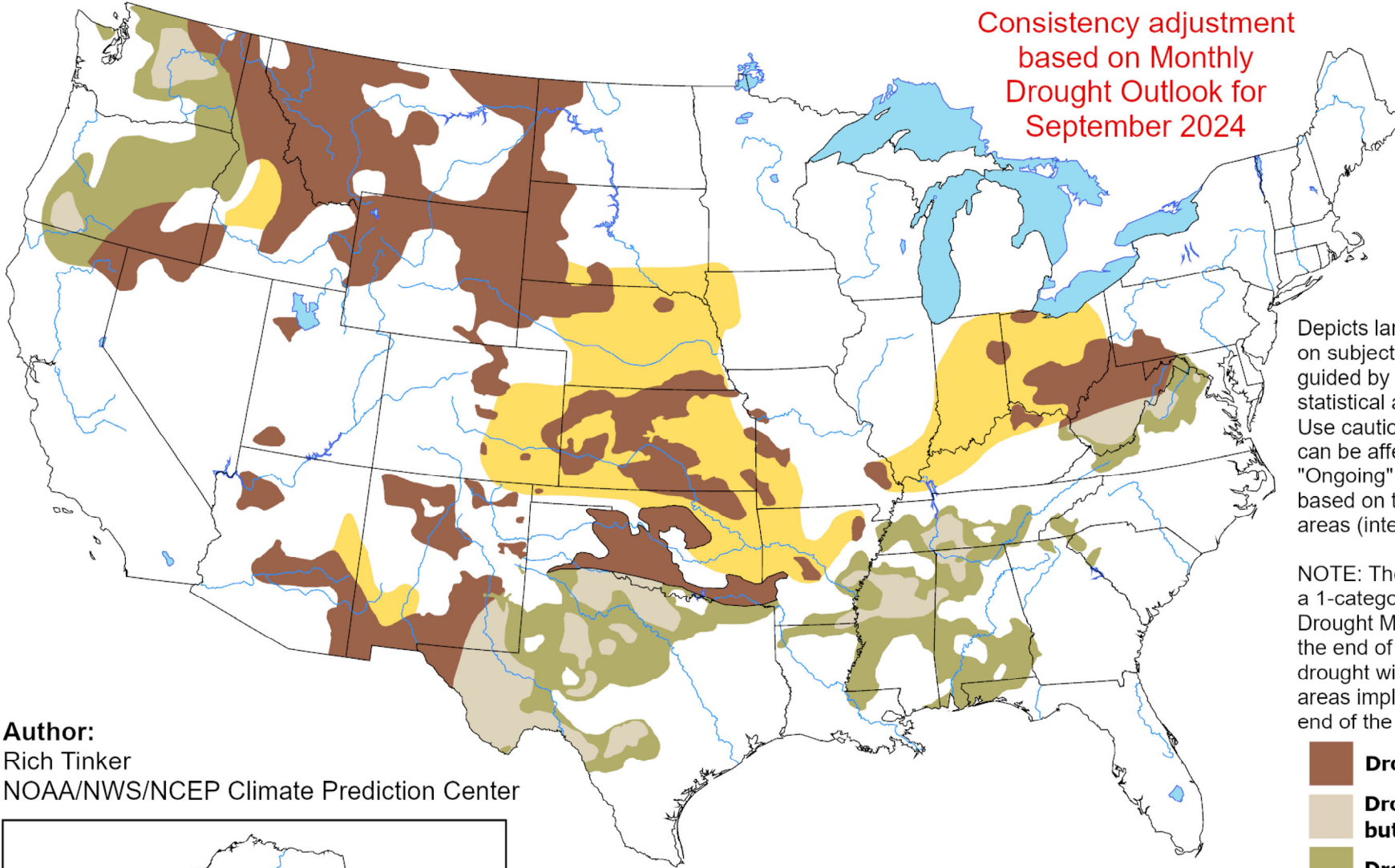
U.S. Seasonal Drought Outlook

Drought Tendency During the Valid Period

Valid for September 1 - November 30, 2024

Released August 31, 2024

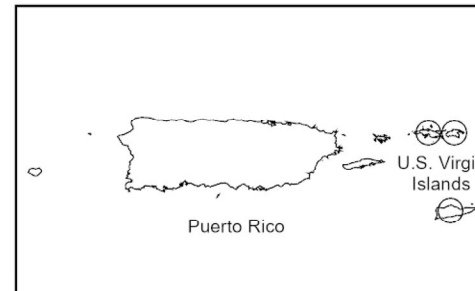
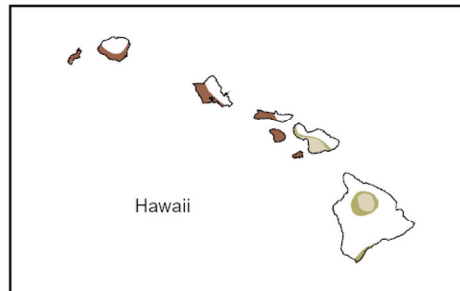
Consistency adjustment
based on Monthly
Drought Outlook for
September 2024



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

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

Author:
Rich Tinker
NOAA/NWS/NCEP Climate Prediction Center



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



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

Proposed Alexander Valley Water District

Presented to:

Sonoma Water Technical
Advisory Committee

Presented by:

Mike Martini and Peter Kiel

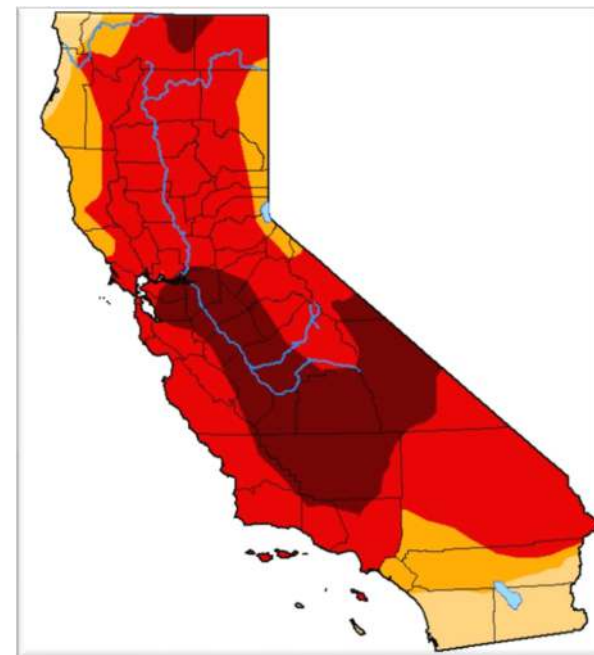
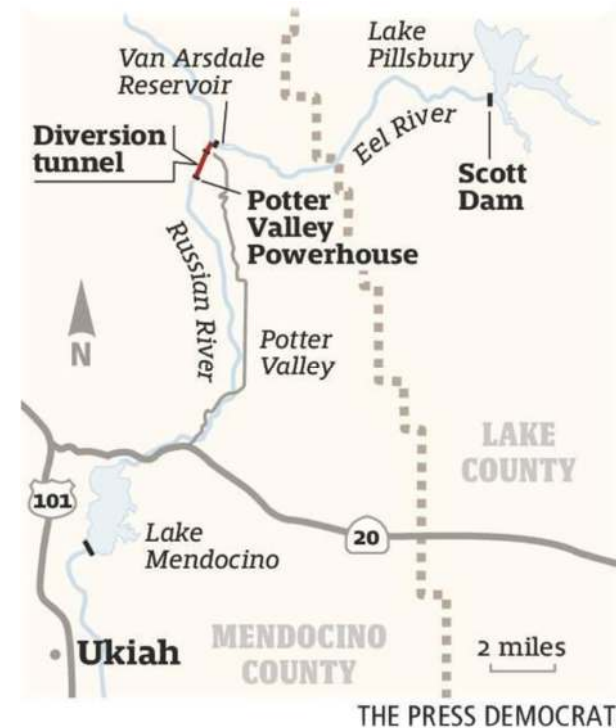
September 9, 2024

Background & Introduction

- Over the past three years representatives of agricultural water users in the Alexander Valley have been engaged to secure water supply and improve water resilience
- The Sonoma Alliance for Vineyards and Environment and Russian River Property Owners Association have led this effort supported by technical and legal advisors and in consultation with other water users including the cities of Healdsburg and Cloverdale, the Dry Creek and Lytton Rancherias, Sonoma Water, State regulatory agencies, and conservation organizations.
- In addition to responding to regulatory requirements and participating in regional water supply efforts, agricultural landowners pursued formation of a new special district, a California Water District, to provide services currently not provided and beyond the capacity or authority of any existing organizations
- A considerable effort has been undertaken to develop, specify, and evaluate the proposed new Water District, including detailed mapping of boundaries and preparation of land use data, articulation of proposed services, outreach and engagement with landowners and affected agencies, and responding to LAFCO Application requirements.

Threats to Alexander Valley Water Supply

1. Measurable changes in long-term climate patterns suggest that a period of increased duration of periodic droughts and more intense storm and flood events has arrived
2. Significant reduction and possible total loss of Eel River imports
 - a. The transfer of Eel River water to the Russian River is currently reduced to a de minimis amount as a result of equipment failure at the PG&E Potter Valley hydropower project
 - b. PG&E intends to decommission and remove the Eel River diversion infrastructure, and future inter-basin transfers would occur only if a new facility is constructed
3. Russian River surface water rights are curtailed by the State Water Board in severe droughts (e.g., 2014, 2021-2022), and are likely to be curtailed in all but the wettest years (i.e., about 8 out of 10 years) due to reduction in the Eel River inter-basin transfer
 - a. Groundwater curtailments may also be imposed due to underflow connection of the aquifer to the River flows
4. Domestic use and Russian River minimum instream flows to support anadromous fish have priority over agricultural and commercial use during periods of reduced water supply



Water District Purpose & Functions

The primary purpose of the proposed California Water District (WC 34000) is to improve the reliability and availability of the common supply of groundwater and surface water available to lands within the district. The District would have the following specific functions and related services:

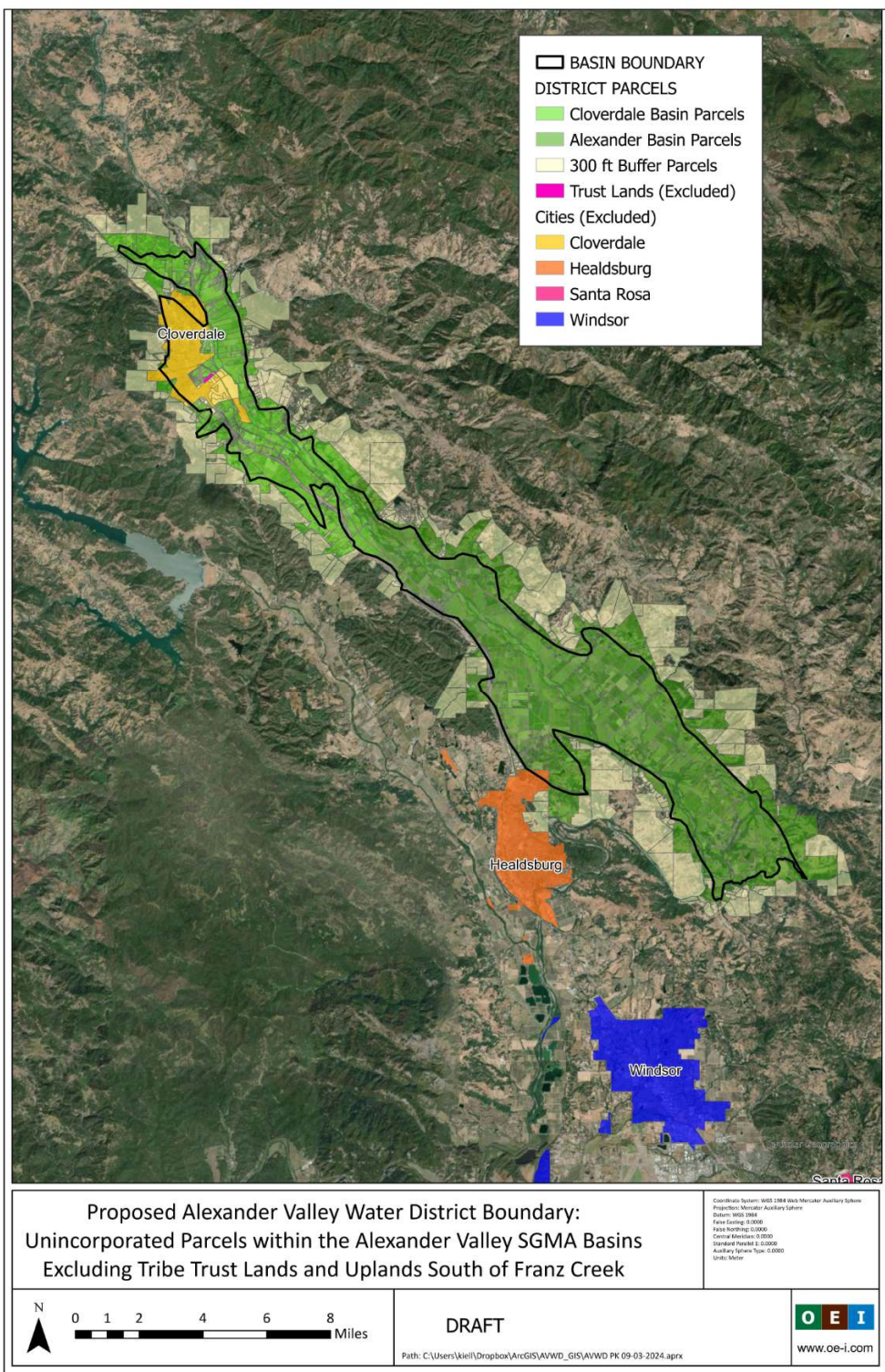
1. Water Sharing Program: establish and manage a water sharing program for the Alexander Valley in cooperation with other water agencies in the Russian River watershed.
2. New Eel River-Russian River Diversion Facility: negotiate with, and potentially be a member of, the Eel-Russian Project Authority that proposes to own, construct and operate a new water diversion facility on the Eel River; contract for and administer any new water supply acquired for Alexander Valley water users.
3. Groundwater Investigation and Management: study the relationship between groundwater pumping, groundwater recharge and streamflow and the impact of reduced Eel River imports; join a GSA and prepare a GSP if mandated by DWR.
4. Groundwater Recharge Program: construct and operate new water diversion and conveyance facilities, obtain water rights and regulatory approvals, and monitor and report performance of the on-farm groundwater recharge program on behalf of participating landowners.

The Water District would not provide retail water, sewer, or other municipal services.

In addition to these services, the proposed Water District would represent private water users in local and regional water supply and conservation efforts and regulatory proceedings and cooperate with other local and regional water supply organizations and non-profit entities.

District Boundary & Area Description

- The proposed boundary is intended to cover the valley floor along mainstem Russian River within Alexander Valley
- Includes approximately 28,910 acres of parcels overlying the Cloverdale Area and Alexander Area Groundwater Basins, but excluding:
 - incorporated cities and other public lands
 - Tribal Trust lands, and
 - upland area of Alexander Basin south of Franz Creek (Chalk Hill)
- The boundary encompasses an estimated 1,655 parcels including 300 large (greater than five acres) agricultural and some upland grazing and forested parcels
- The boundary also includes several residential subdivisions, scattered rural residential parcels, the community of Geyserville, 43 wineries, and other commercial uses
- All landowners within the proposed boundary not so excluded will participate in the district

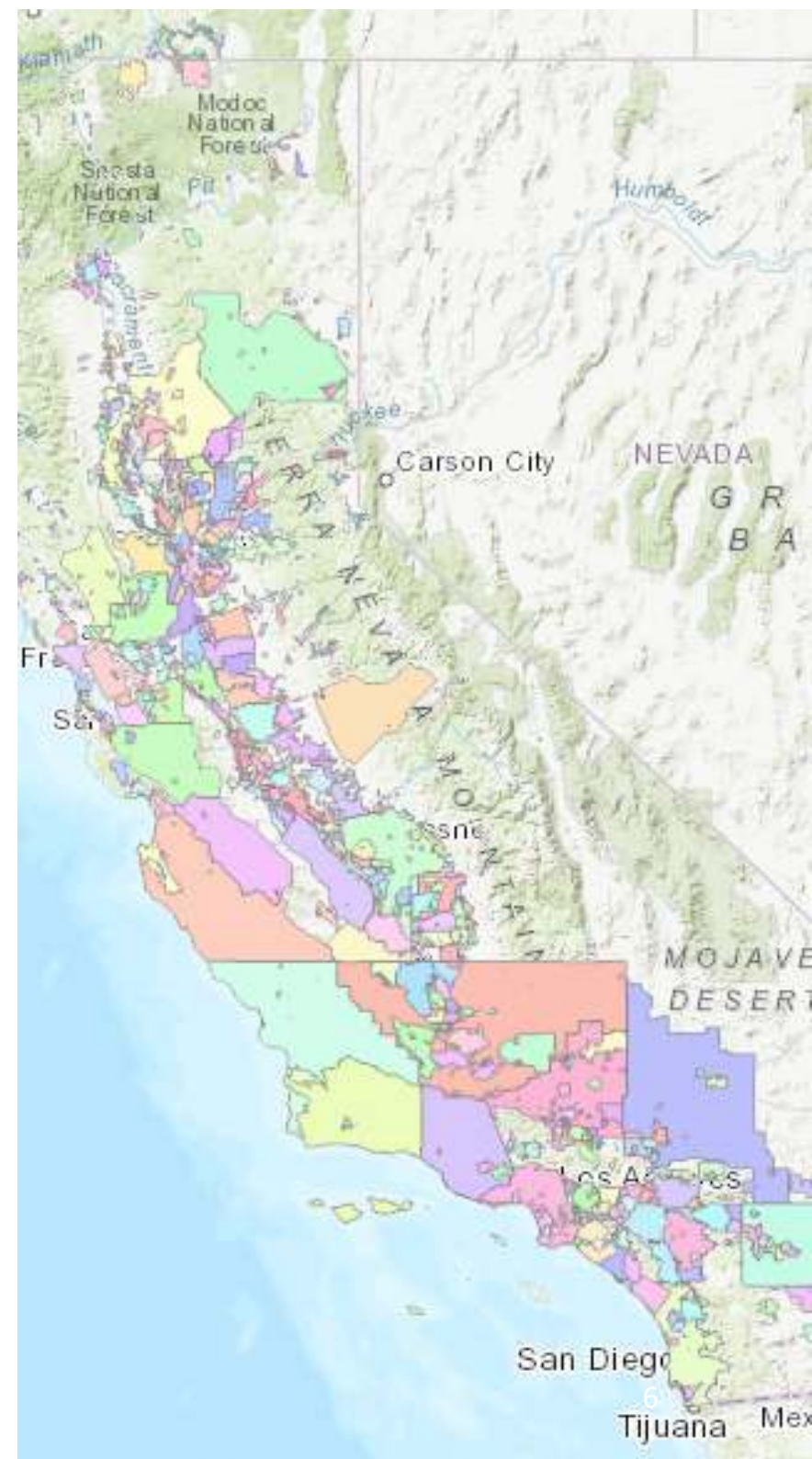


Recent Precedents for Water District Formation

In recent years California Water Districts have been formed in association with the requirements of SGMA to establish Groundwater Sustainability Agencies.

Examples include:

- Amsterdam Water District, Merced County, formed in **2018** to join existing Groundwater Sustainability Agency.
- Cuyama Basin Water District, multi-county, formed in **2017** prior to formation of multi-agency GSA.
- Estrella-El Pomar-Creston Water District and Shandon-San Juan Water District, San Luis Obispo County, formed in **2017** primarily to serve as Groundwater Sustainability Agencies.
- Shandon-San Juan Water District has also filed applications to appropriate flood flows for groundwater recharge and is providing support to landowners diverting floodwater under the Governor's Executive Order N-4-23.
- San Antonio Basin Water District, Santa Barbara County, formed in **2018** for the primary purpose of being a Groundwater Sustainability Agency under SGMA.
- Tuscan Water District, Butte County, formed in **2022** to import surface water for direct use and groundwater recharge and to participate in existing Groundwater Sustainability Agencies.



Proposed District Leadership & Staff

- A minimum of five directors will be elected by landowners at the time of District formation
 - Directors must be landowners within the District (or their legal representatives)
 - Increase number of directors, establish director divisions and establish director qualifications after formation to diversify representation
- An executive director would be retained to serve the Board and manage a small administrative and technical staff and retain professional advisors and consultants for program or project-specific efforts
- Coordination with local water supply agencies and regulatory agencies and public interest organizations will be a key function of District leadership, including establishing formal partnerships such as a joint powers authority to serve as a GSA

Proposed District Funding Sources

New funding will be required to support District administration, operation, programs, and capital investments, indeed the capacity to raise public funding for water supply and conservation is a primary purpose. Specific funding sources would include:

- It is proposed that a nominal special tax or assessment be established concurrently with District formation and scaled to support basic District operating costs
- It is proposed that the District would elect to be a GSA after formation in order to utilize SGMA funding authorities
- Specific programs would be funded through fees for service and regulatory fees consistent with statutory requirements
- Capital investments, including proposed participation the new Eel-Russian Diversion Facility and any local water supply or conservation infrastructure would be funded through grants, special benefit assessments, and bond measures as may be appropriate, all requiring subsequent landowner voter approval

Potential Benefits of AVWD to Sonoma Water Contractors

- More efficiently use surface water and groundwater in Alexander Valley to reduce reliance on Eel River and Lake Mendocino storage
- Help clarify and administer the Lake Mendocino 10 TAF reservation for Sonoma County
 - Goal is to allow Sonoma Water and Mendocino County FC&WCD more efficiently conserve and manage Lake Mendocino storage and Russian River minimum streamflows
- Jointly establish and administer a Russian River water sharing program with other agencies
- Provide additional funding for New Eel-Russian Facility

Requests of Sonoma Water Contractors and the TAC

- Identify concerns with AVWD proposal
- Inform us how AVWD can help the Contractors and regional water management
- Help communicate the benefits of AVWD to Contractors' customers
- Express support for AVWD formation to LAFCO and elected officials

Q&A

AVWD Contacts

Brad Peterson, President
Russian River Property Owners Association
[https://www.rrpoa.org/
president@rrpoa.org](https://www.rrpoa.org/president@rrpoa.org)

Mike Martini
Sonoma Alliance for Vineyards
and Environment
mikem@taftstreetwinery.com

Peter Kiel
Law Office of Peter Kiel PC
pkiel@cawaterlaw.com

Ungated Spillway Steam Gage Assessment
Stafford Lake – Novato Creek – Marin County
August 26, 2024



Presenters

Welcome

Silvia Reynoso, Staff Engineer, Silvia.Reynoso@water.ca.gov; (916) 803-7220

Introduction and Program Overview

MD Haque, Program Manager, MD.Haque@water.ca.gov; (916) 820-7566

Stream Assessment for Novato Creek, Marin County

Chris Ferrari, GEI Consulting Engineer cferrari@geiconsultants.com; (916) 200-5119

Streamgange Improvement Program

Radley Ott, CalSIP Project Manager, Radley.Ott@water.ca.gov; (530) 945-0985



Introduction

Project purpose

- Evaluate downstream channel capacity for dam ungated spillways in California
- Develop awareness map based on estimated 100-year flow hydrograph
- Determine if stream gage(s) are recommended for improving flood warning

Project goals

- As needed, add a new streamgage to the network
- Add existing and new gages to the California Data Exchange Center; cdec.water.ca.gov/
- Improve communication and flood warning



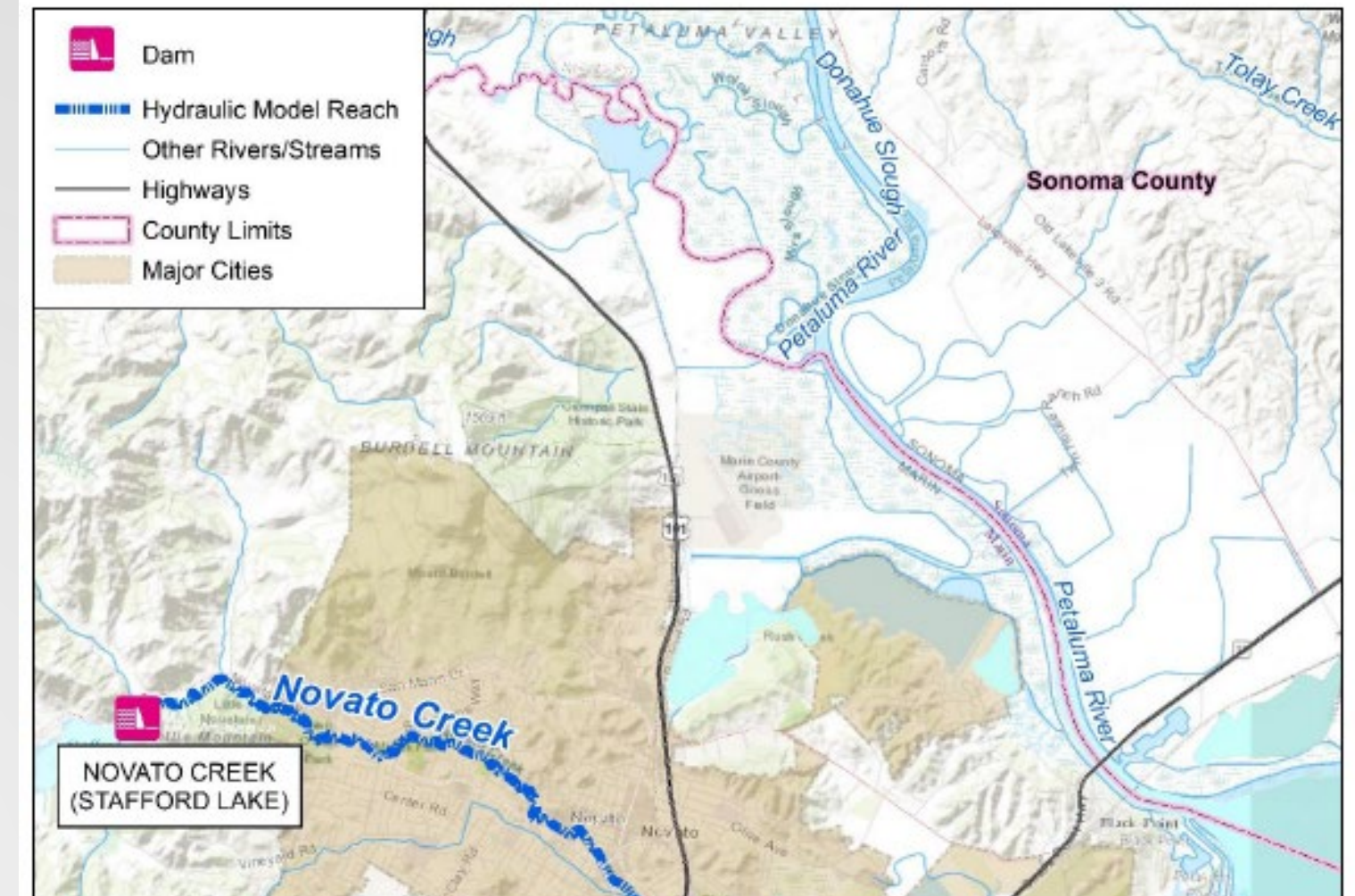
Project Purpose

- Many California jurisdictional dams have ungated and ungauged spillways that may cause flooding downstream during storms
- Improve understanding of flood risks downstream of these ungated spillways, stream conveyance assessments and identification of potential high-risk locations/Areas are necessary
- This can inform state and local emergency managers for awareness and preparedness planning
- This help build partnership with local agencies to explore resources collaboratively for hazard mitigation planning



How

- Develop hydraulic (HEC-RAS) 2D model
- Utilized USGS 1-m terrain
- Evaluated various flow scenarios
- Establish channel stage vs. flow ratings
- Estimate channel conveyance capacity
- Estimate flood depths and extents
- Recommend solutions such as stream gages for forecasting early warning

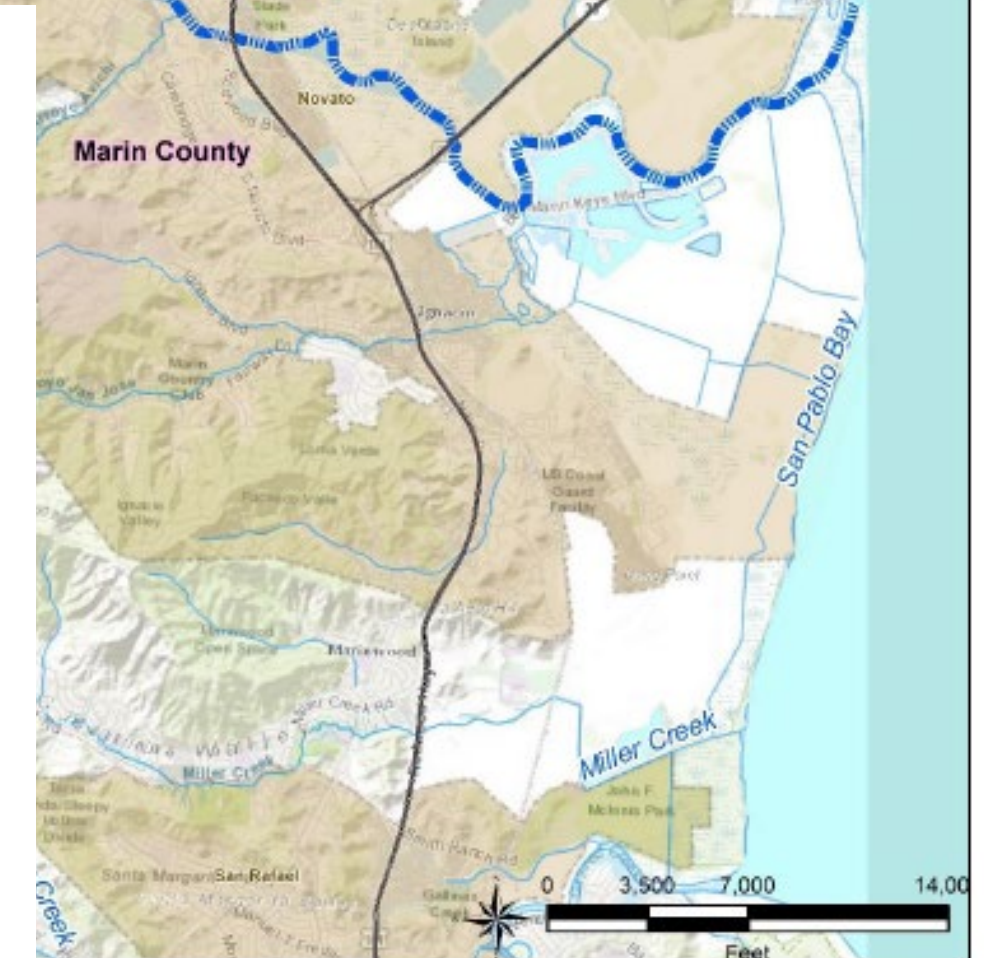


Stream Assessment for Novato Creek located in Marin County

Prepared for:
California Department of Water Resources

Prepared by:
GEI Consultants, Inc.
2868 Prospect Park Drive, Suite 400
Rancho Cordova, CA 95670
916-631-4500

June 2022
Project 4600013407
Task Order 20-41



Awareness Map Peak Flows Scenarios Consistent with Effective FEMA FIRM

Effective FEMA Peak Flows

Table 5. Summary of Discharges (continued)

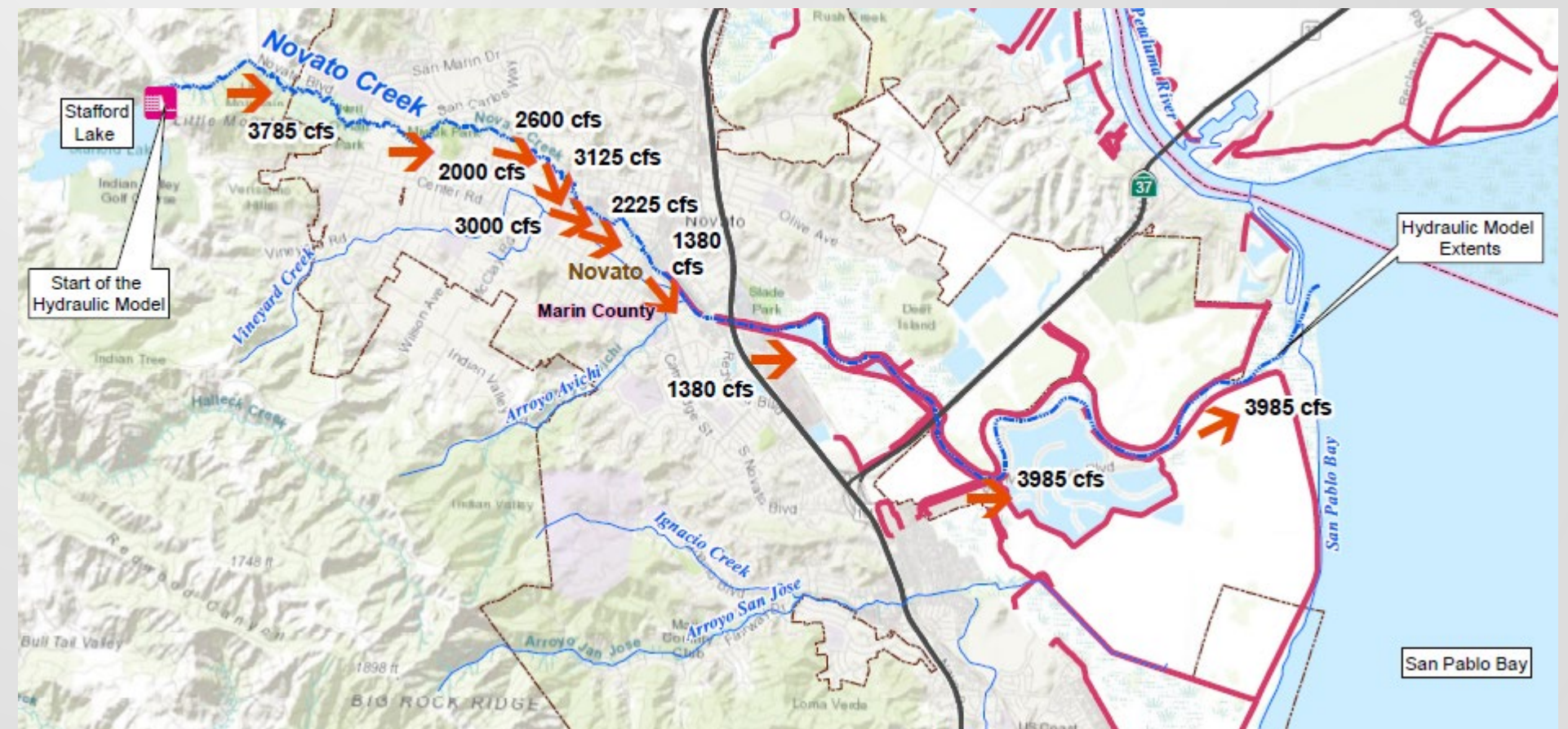
FLOODING SOURCE AND LOCATION	DRAINAGE AREA (sq. miles)	PEAK DISCHARGES (cfs)			
		10-PERCENT	2-PERCENT	1-PERCENT	0.2-PERCENT
MURPHY CREEK At Brookwood Lane	0.15	50	90	115	190
NOVATO CREEK Downstream of confluence of Arroyo Avichi	25.40	3,420	5,140	6,230	8,150
Downstream of confluence of Warner Creek	23.62	3,110	4,690	5,690	7,460
Upstream of Warner Creek	18.4	2,160	3,310	4,080	5,370
At USGS gage	18.0	2,090	3,260	3,990	5,260
At upstream corporate limits of City of Novato	13.80	1,300	2,100	2,500	3,800
Downstream of confluence of Bowman Canyon	13.7	1,690	2,680	3,280	4,300
At Stafford Dam	10.30	900	1,500	1,900	2,800
Inflow to Stafford Lake	8.4	1,330	1,980	2,340	3,060
Outflow from Stafford Lake	8.4	920	1,590	1,940	2,580

Table 4: Accumulative Peak Flow Estimates Downstream of Stafford Lake Dam

Flow Change Location				Profile Names and Flow Rates							
	River	Reach	RS	2-year	5-year	10-year	25-year	50-year	100-year	200-year	500-year
1	Novato Creek	Reach 1	64406	350	680	920	1,280	1,590	1,940	2,210	2,580
2	Novato Creek	Reach 1	60288	543	1,065	1,690	2,183	2,680	3,280	3,915	4,300
3	Novato Creek	Reach 1	60164	643	1,265	2,090	2,658	3,260	3,990	4,819	5,260
4	Novato Creek	Reach 1	40498	661	1,300	2,160	2,732	3,340	4,080	4,924	5,370
5	Novato Creek	Reach 1	35579	899	1,775	3,110	3,869	4,720	5,690	6,881	7,460
6	Novato Creek	Reach 1	35049	977	1,930	3,420	4,239	5,170	6,230	7,554	8,150

Note: Published FEMA FIS Peak Flows shown in bold

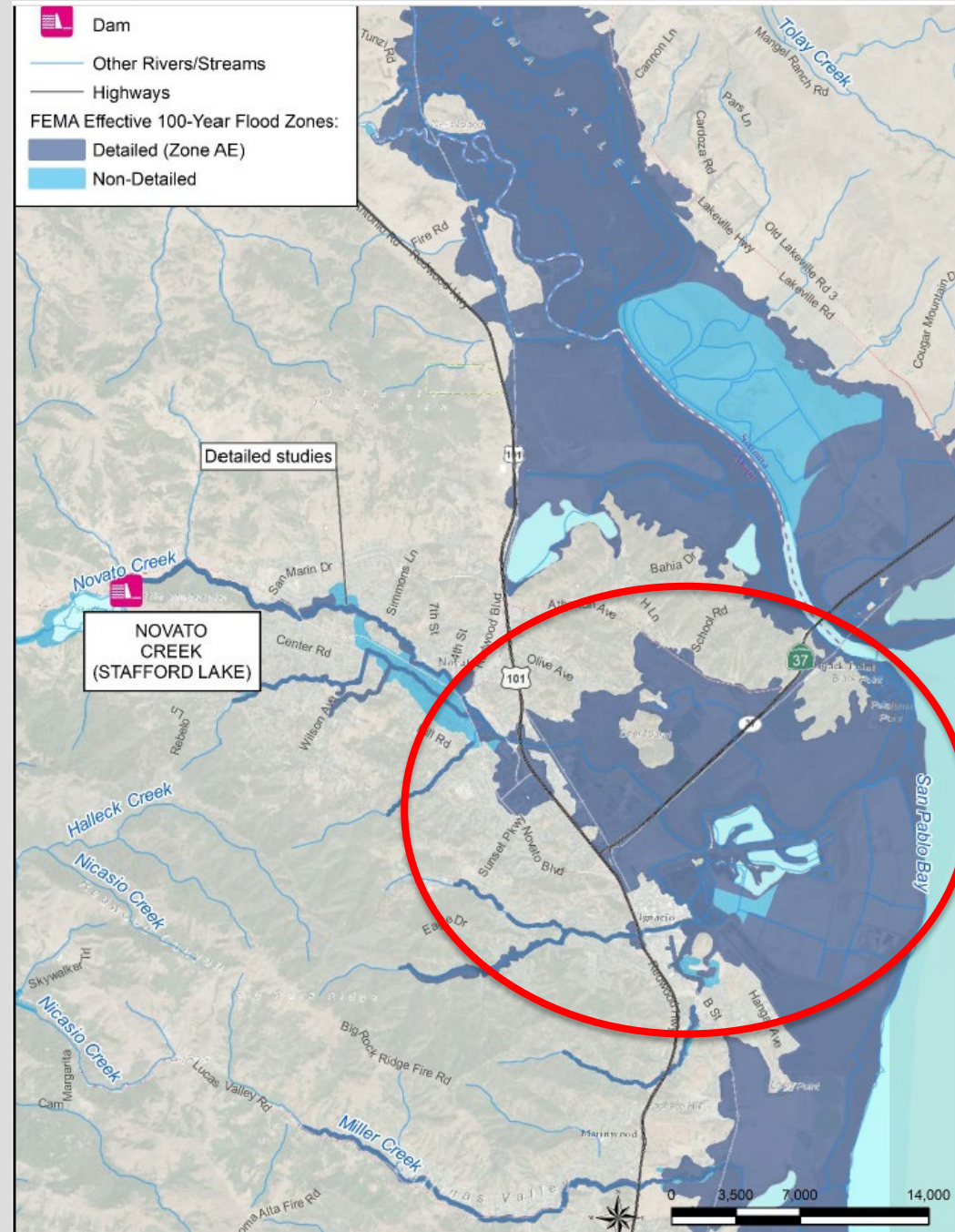
Computed Navato Creek Channel Capacities



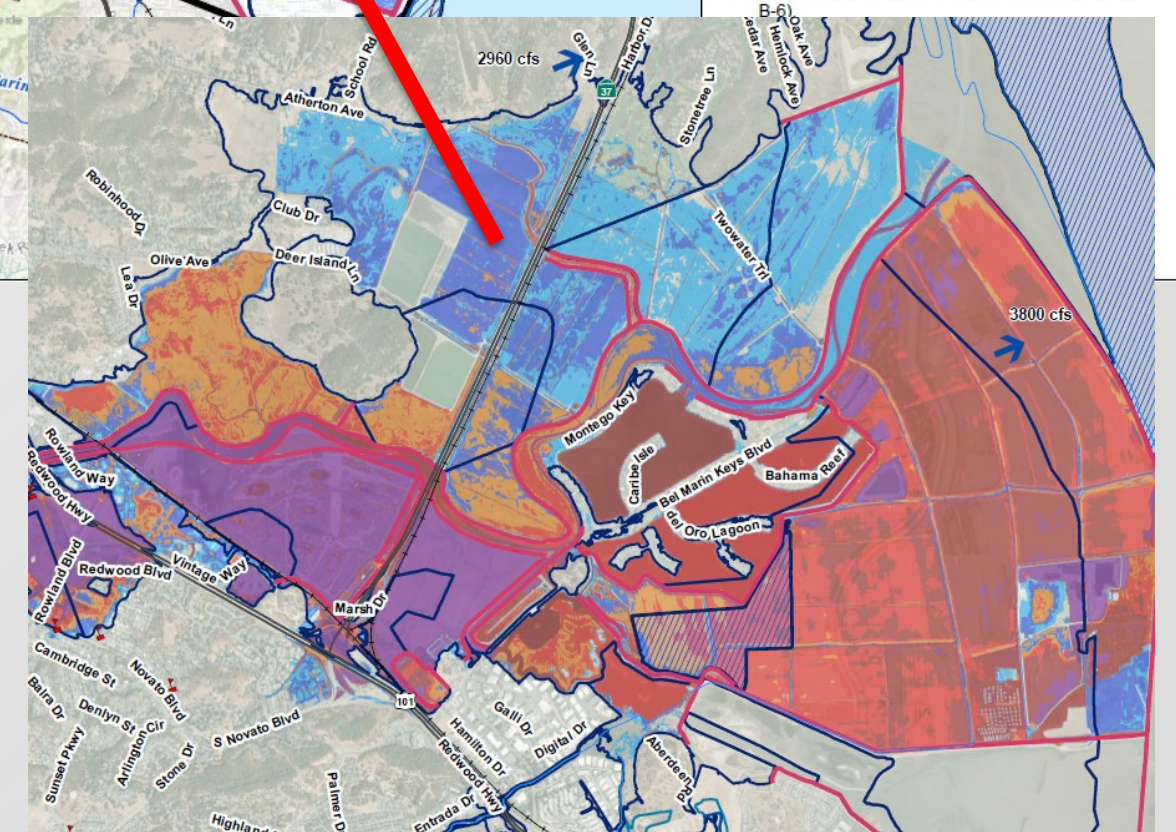
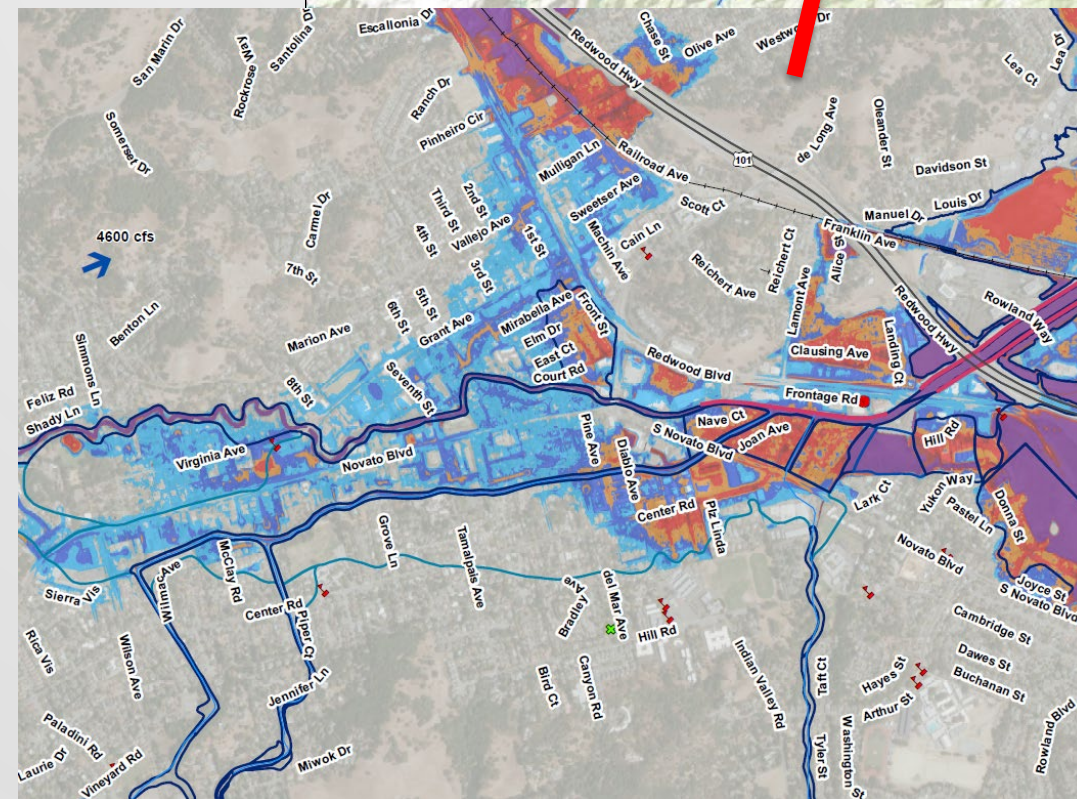
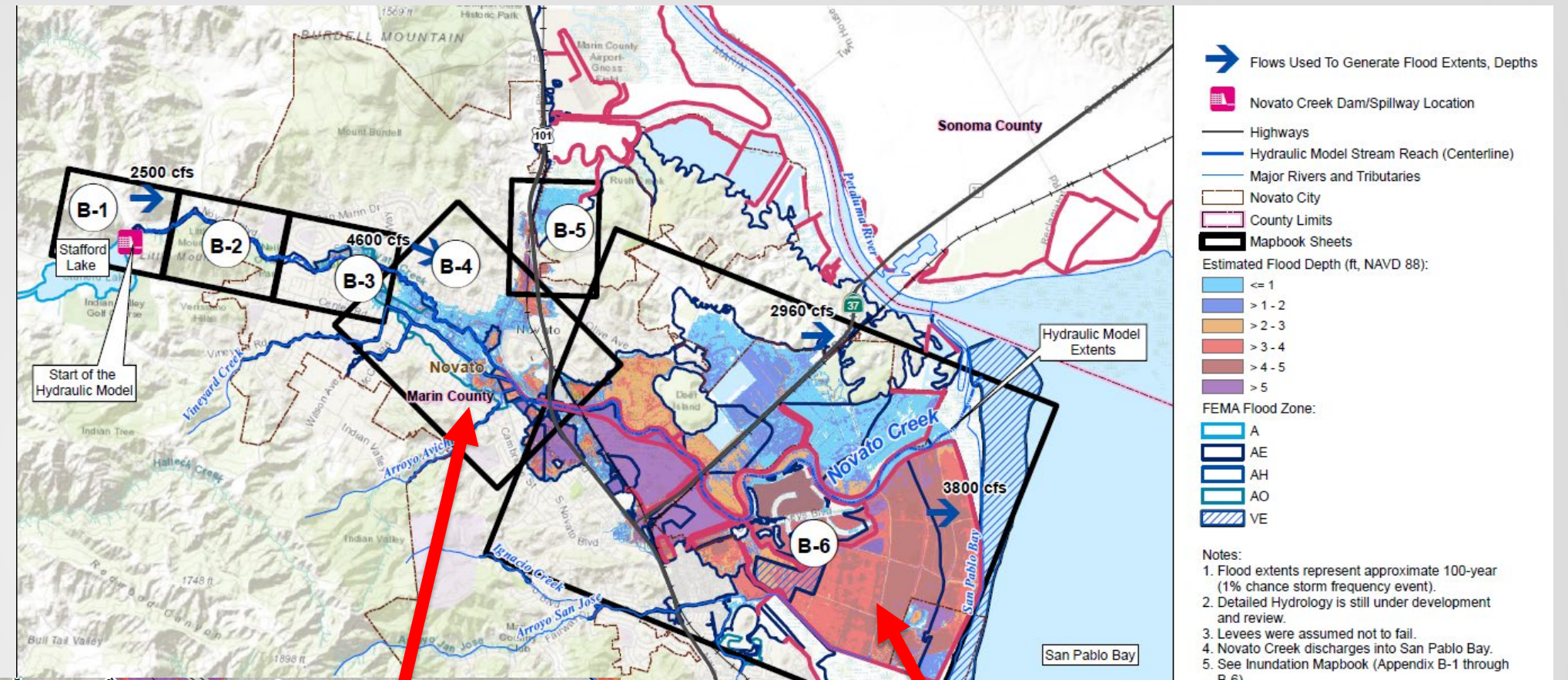
Awareness Floodplain Map

Note: FEMA FIRM used for comparison

- Effective FEMA (regulatory)



- Awareness Map Flood Extents Based on 100-Year

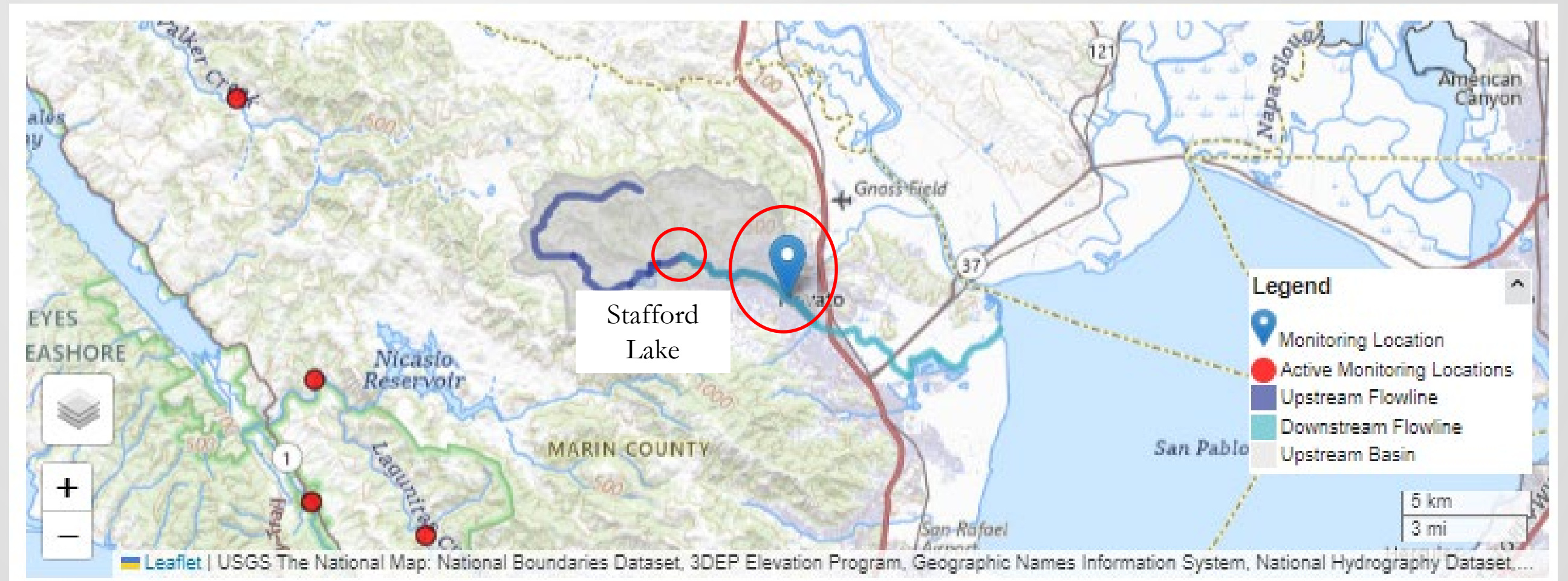


CALIFORNIA DEPARTMENT OF WATER RESOURCES

CA Data Exchange Center Site indicates no gages Downstream of Stafford Lake



USGS site has one gage at D Street; Add to CDEC



Proposed Gage upstream of USGS gage



Proposed Gage at one of these Three Road locations



CalSIP Program



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WATER RESOURCES



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Stream Gage Improvement Program



Stream Gage Improvement Program (CalSIP)
Technician performing work on a digital stream gage.

water resources statewide, DWR is seeking to fund public entities to improve stream gage infrastructure and bridge data gaps as part of the Stream Gage Improvement Program (CalSIP).

As California experiences more frequent shifts between climate extremes, it's important for the water managers and residents to have reliable, real-time information about the conditions and amount of water flowing into our rivers and streams to better manage water resources for public safety, water supply and the conservation of freshwater species.

To help better understand

Contact Us

For questions and more information, please contact the CalSIP team at calsip_generalquestions@water.ca.gov

Radley Ott, CalSIP Project Manager

Phone: (530) 945-0985

Teresa Connor, CalSIP Program Manager

Phone: (530) 526-7427

Access Stream Gage Map & Data

Access current and historical stream gage maps and data.



CALIFORNIA DEPARTMENT OF
WATER RESOURCES

Q&A



MCL After Hours



Eel River Dams: Challenges and Opportunities

Wednesday September 18th, 7 - 8 pm

CalTrout's Charlie Schneider will talk about PG&E's decision to surrender their Federal Energy Regulatory Commission (FERC) license and decommission facilities at the Potter Valley Project, an obsolete hydropower project near Ukiah. He will discuss the Project's impacts to Eel River fisheries, the opportunity to recover those fisheries and support tribal justice with dam removal, and the impacts to water users in the Russian River basin that have grown to rely on the abandoned water from the hydropower facility. Both of Marin County's water agencies, North Marin Water District and Marin Municipal Water District, depend on water from the Russian River basin for a portion of their supply. Charlie will provide an update on the Project and the decommissioning process.



Charlie Schneider

CalTrout

Charlie Schneider was raised by loggers in the forests of Northern California. He holds a Master of Natural Resources degree from Oregon State University and a graduate certificate in fisheries management.

Charlie currently leads CalTrout's efforts to remove two obsolete dams in the Eel River and is also part of CalTrout's policy team. He lives in Petaluma with his wife and two sons.

[Register for Zoom Meeting](#)



MARIN COUNTY DEPUTY ZONING ADMINISTRATOR HEARING AGENDA
Marin County Civic Center, Room 328 - San Rafael
REGULAR MEETING, Thursday, August 29, 2024

Immanuel Bereket, Hearing Officer
Beginning at 10:00 A.M.

1. COUNTY OF MARIN COASTAL DEVELOPMENT PERMIT AND CONDITIONAL USE PERMIT (PROJECT I.D. P3710) AND INITIAL STUDY/MITIGATED NEGATIVE DECLARATION

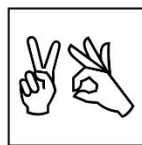
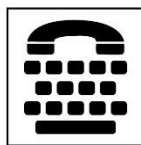
Planner: Michelle Levenson

The project is located at **100 Commodore Webster Drive, Point Reyes Station**, further identified as **Assessor's Parcel No. 193-240-73 & 119-236-10**.

Recording of this hearing:

https://marin.granicus.com/player/clip/12326?view_id=46&redirect=true

MORE INFORMATION ABOUT DEPUTY ZONING ADMINISTRATOR HEARINGS AND PROJECTS IS AVAILABLE AT: <https://www.marincounty.org/depts/cd/divisions/planning>



All public meetings and events sponsored or conducted by the County of Marin are held in accessible sites. Requests for accommodations may be made by calling (415) 473-4381 (Voice) 473-3232 (TDD/TTY) or by e-mail at disabilityaccess@marincounty.org at least five working days in advance of the event. Copies of documents are available in alternative formats, upon request. Please be aware the Public Information Counter is closed on Fridays.

Stunning price tag for water pipelines

District board updated on supply project plans

BY KRISSY WAITE

KWAITE@MARINIJ.COM

The Marin Municipal Water District's water supply projects can't be phased as the staff had hoped.

Staff presented an update on its pipeline projects to the operations committee at its meeting on Friday. The update included construction cost estimates on three water conveyance options, and news on how they could be built.

"I think it's exciting," said district board member Larry Russell, chair of the committee. "But the costs are breathtaking, so I don't know where we're going on that part."

The utility is exploring whether to connect pipelines in Petaluma and Cotati to its reservoirs in order to fortify its supply. The pipelines would transport treated Russian River water into Marin reservoirs through a 9-mile aqueduct along the Highway 101 corridor from Petaluma to the North Marin Water District in Novato. The district would send the water to the Marin Municipal Water District's distribution system.

In April, the district decided on three potential projects from a list of 13 possibilities. One option is to build a pipeline from the San Marin Drive area past Stafford Lake to the Soulajule Reservoir. Originally, staff believed the project could be phased. Phase one would build a pipeline from Soulajule Reservoir to Stafford Lake, and the second phase would build the connecting pipe to the NMWD aqueduct system.

However, because of concerns about water velocity, pressure and quality, phased construction is not considered possible. Executing the two phases at the same time would cost the district around \$137 million.

"It's really not designed to support that usage," said Paul Sellier, a Marin Municipal Water District manager. "To get a meaningful project out of this, we're going to need to build phase one and two."

A final phase would add a pipeline from the Soulajule Reservoir to the Nicasio Reservoir, and would cost about \$31 million. To build the entire project — including pump stations, construction contracts and contingency — would be about \$167.4 million. It would add 16.4 miles of pipeline.

The North Marin Water District aqueduct can support about 23 million gallons of water per day. Currently, MMWD takes 8 million gallons of water per day through the Ignacio pump station, and NMWD takes 4.5 million gallons per day.

With the new pipeline, the winter water yield could be 10.4 million gallons per day, but Sellier said that could be an average and there could be days the district takes 15 million gallons per day.

“Remember this is a wintertime project, so these are wintertime, typical flows through that pipeline,” Sellier said.

The district is looking at two other options, but both have similar issues as the first because they would require multiple pump stations and have limited potential for construction. A preliminary power supply evaluation found the first option to be the most viable.

One alternative includes connecting pipelines to the North Marin Water District aqueduct system by adding a pipeline via San Antonio Road to the Soulajule Reservoir. Later phases would build a pipeline system from water tanks in Cotati down to Kastania Road and then connect the new Soulajule pipeline to Nicasio Reservoir. This would add 14.8 miles of pipeline, cost up to \$340 million and increase supply by more than 30 million gallons per day.

Lastly, the district could build a pipeline that connects the water tanks in Sonoma County with the Soulajule Reservoir. The project would involve a new pipeline along the Highway 101 corridor through Petaluma to the reservoir. The next phase would extend it to the Nicasio Reservoir. It could increase water supply by 30 million gallons per day.

“This one would not be considered phaseable,” Sellier said. “Only that segment from Nicasio would be considered phaseable, so you’ve got to build the whole thing from Cotati, around 23 miles of pipe.”

The total estimated construction cost is \$319.6 million. Sellier said realigning the pipeline — putting it through 12 properties instead of the public right of way — could reduce costs by \$36 million by shortening the pipe by 3 miles. But this alternative would require easements, which carry an unknown cost.

“We’re not really sure if there’s really this benefit that we see, or if it’s just a wash,” Sellier said.

District staff are working on an evaluation of PG&E power availability for the projects and will return to the board with an update at a future meeting.

IN YOUR TOWN

WEST MARIN

Key hearing ahead on proposal for housing

County planners have scheduled a hearing this week on a proposal to convert a former U.S. Coast Guard site to housing in Point Reyes Station.

The property is at 1 Commodore Webster Drive. The Community Land Trust Association of West Marin is seeking permission to build 54 dwellings, a wastewater system, a resident services building, a new playground and other features. A proposed educational center has been dropped from the plan.

The project requires a coastal permit and a conditional use permit. A deputy zoning administrator will hold a hearing at 10 a.m. Thursday in Room 328 of the Marin County Civic Center in San Rafael. Project documents are online at shorturl.at/5hfgs.

Promoting a new generation of water workers is essential to our state

By Travis Hinkle

A career building and maintaining California's water and wastewater treatment systems may be unglamorous, failing to spring to mind — at least it did for me — when young people contemplate their future careers. However, the state faces a looming shortage of workers in these critical roles. It is imperative to support local, state and federal policies that help fill them.

Some 17 million workers will be retiring from infrastructure jobs during the next 10 years, taking their skills and institutional knowledge with them, as the workforce ages. According to a U.S. Water Alliance report, approximately one-third of water utility operators are eligible to retire during the next decade. In 2018, Brookings projected that water utilities must fill 9,200 water treatment positions annually.

While President Biden and Congress agreed to spend \$1 trillion on thousands of infrastructure projects, including \$50 billion alone on water resilience projects in the West, California needs to ensure that there are enough workers equipped with the know-how and sweat equity to build and operate these projects.

These are jobs that get your hands dirty. It's work that makes a difference. It typically requires less formal education than many other jobs, but can offer a lifelong career, good pay and solid opportunities for advancement. Infrastructure work pays 30% more to lower-income workers and those just starting their careers, relative to all jobs nationally.

I got my own start after high school by joining my brother's remodeling business — kitchens, bathrooms and the like — in San Jose, where I grew up. But a friend in Sacramento stumbled into wastewater collections for Sacramento County and encouraged me to visit his plant. There I discovered the range of jobs available: electricians, control technicians and treatment and distribution operators.

Even though I pursued online specialty courses, it took a few years for my first job in the water industry to come together.

My work requires lots of on-the-job training, but all of it is teachable and learnable. Once hired, workers can bid through labor unions for other available positions they're qualified for. Even if they decide to go elsewhere, they'll leave the department knowing how a water distribution system works.

I have noticed that more attention is being paid these days to proactively recruit water industry workers, helping them understand the training and skills needed to grow in the industry. Last fall, I even told my story to a joint session of the California Public Utilities Commission and the California Workforce Development Board, as the state seeks to widen doors to infrastructure jobs, especially for disadvantaged workers.

When I entered this field, serendipity was my guide. Today, there are resources such as the Environmental Protection Agency report “Making Water a Career of Choice,” with case studies of utility-worker pathways to encourage more people to consider working in water systems. In the years ahead, tens of thousands more workers will be needed to meet California’s water delivery and other infrastructure needs, and more effort required to attract new talent into this crucial industry.

While work in the water industry may seem obscure, it is rewarding, meaningful and essential for the wellbeing of communities throughout our state. Promoting community college, state university, private sector and state and federal programs designed to inspire and train the next generation of water infrastructure leaders is vital for California’s future.

Encouraging more young people to enter this career field will not only help California meet its mushrooming needs, but will provide important, well-paying work for those who don’t mind rolling up their sleeves to keep California’s water pipelines flowing.

Travis Hinkle is a distribution system supervisor for San Jose Water. He’s worked in the water industry for 13 years. Financial support for this story was provided by the Smidt Foundation and The James Irvine Foundation. Distributed by CalMatters.org.

NOVATO

Plan launched to streamline permit process

BY GIUSEPPE RICAPITO

GRICAPITO@MARINIJ.COM

Novato has launched an advice center aimed at streamlining the permit process for homeowners, businesses and developers.

The program, Novato Permit Connections, is a drop-in consultation service at 922 Machin Ave. It covers areas such as planning, building, public works and code enforcement.

The program also offers information on permitting procedures with the Novato Fire Protection District, the North Marin Water District and the Novato Sanitary District.

The service is available from 9 to 11 a.m. the first and third Thursday of every month.

Mayor Pro Tempore Tim O'Connor said the city has made it a priority to find ways to enhance service delivery in a number of areas, and community feedback pointed toward the permitting process as an area of potential improvement.

"We have a series of improvements planned for the coming months, and the Novato Permit Connections system is one of the most impactful changes we are planning to make," O'Connor said. "This new system will allow us to help our residents navigate the complexity of dealing with multiple agencies by providing a single resource to help."

The city's permitting requirements are governed by ordinances, zoning regulations and building code requirements dictated by the state.

Novato Permit Connections is intended to review permit applications for accuracy and completeness to expedite the process of approval. Along with the process, the city has updated permit applications to make them more user-friendly, as well as developed new completeness checklists and guides.

"An informed permit application is an expedited permit application," said Clare Hartman, director of the Community Development Department. "We've joined forces with our local partners to enhance the customer experience during the permitting process. For the first time, city, fire, water and sanitation staff are together in one location and ready to answer your questions and provide the resources you need to move your projects forward efficiently."

Dozens of permits are available through the city for a variety of functions. The cost for permits varies based on the work being conducted or the function being sought, and is outlined by the city's master fee schedule.

Building permits and the codes that govern them vary based on the type and scope of the project. A property owner or builder will have one permit, for example, while a licensed contractor must apply for another.

Not all permits are related to construction. The Public Works Department manages permits for encroachment or grading. The Planning Department manages permits that allow residents to conduct a business out of their home. The Police Department manages permits for special event and parades; concealed weapons; photography and filming; charity solicitations; and activities such as fortune telling and bingo.

Councilmember Rachel Farac said the collective effort of collaborating agencies and partners made Novato Permit Connections possible.

“This initiative fosters a more accessible and efficient pathway for home and business improvements,” she said.

County okays Coast Guard development

By *Sophia Grace Carter*

Nearly a decade after being decommissioned as housing by the United States Coast Guard, the 33-acre site on the outskirts of Point Reyes Station has cleared another significant hurdle on its path to becoming affordable housing.

In a monumental step forward for West Marin, an area chronically plagued by housing shortages, the Marin County Deputy Zoning Administrator approved the redevelopment proposal at a hearing last Thursday.

The project, led by the Community Land Trust Association of West Marin in

partnership with affordable housing developer Eden Housing, aims to adapt 10 boxy, two-story buildings into 36 townhouses, convert former barracks into apartments and repurpose an existing galley with a commercial-grade kitchen into a community space.

Built in 1972, the complex once provided housing for Coast Guard employees and their families, including close to 60 enlisted ranks. At its peak, the facility housed about 185 residents, many of whom worked at the Communication Area Master Station Pacific, which operated a

Continued on page 13

County okays Coast Guard development

Continued from page 13

\$60,714, according to the United States Census Bureau.

The disparity highlights a fundamental challenge: With the 100 percent A.M.I. benchmark tens of thousands of dollars higher than the real median income in Point Reyes Station, what is marketed as afford-

able housing based on regional standards remains out of reach for many local families.

For a family earning 50 percent of the A.M.I., a two-bedroom unit in the Coast Guard neighborhood will cost approximately \$1,866 per month; for those at 30 percent, the rent would drop to \$1,120.

For the residents in CLAM's 18 affordable rental units in Point Reyes Station, Inverness and Stinson Beach, the average income is 37 percent of the A.M.I., with rents averaging \$1,370 a month.

"I'm proud to be a part of a project that not only addresses the social impact of affordable housing but also champions envi-

ronmental stewardship," Mr. Russell said. "The co-benefits are truly significant."

The development's environmental components are part of what makes the project so bold, Mr. Russell said. The plans call for 22 acres of habitat restoration, a cutting-edge wastewater system and solar panels expected to meet all the compound's energy needs.

For years while it was occupied, wastewater from the housing units was trucked to the Coast Guard training center in Two Rock Valley, prompting federal pressure to establish a local sewer system. But a sewer proposal was twice rejected by the commu-

nity in the 1980s and 1990s over concerns about spurring more development.

Under CLAM's plans, wastewater will be treated onsite with a self-contained system and leach field designed by Sherwood Design Engineers. The system will recycle wastewater from the 54 units and use it to irrigate fields around the property.

The redevelopment marks a step forward in Marin County's broader efforts to rezone and meet state-mandated housing targets, which call for the construction of 14,210 new units by 2031. This includes 3,569 units designated for unincorporated areas such as Point Reyes Station.

Dillon Beach land given to Miwok tribe

By Ben Stocking

The Federated Indians of Graton Rancheria have taken possession of an ecologically rich stretch of West Marin coastline in a major land-back transfer orchestrated by the Western Rivers Conservancy.

The conveyance of the 466-acre Dillon Beach property—a vital habitat for a host of native fish, animal and plant species—was financed by a \$3.9 million grant from the California Department of Fish and Wildlife. It is the first major land-back project that the agency has supported.

“Regaining full ownership and stewardship of

Dillon Beach Ranch represents an opportunity for us to reconnect with our ancestral lands and preserve a very important place for future generations,” tribal chairman Greg Sarris said in a statement issued by the agency, the conservancy and the tribe.

The lands include 1.5 miles along the Estero de San Antonio and 1.5 miles of Pacific coast just north of the Oceana Marin subdivision. The estero is a tidal waterway formed by Stemple Creek that is only accessible by boat or kayak.

“This area and surrounding lands are within

Continued on page 7

Tribe acquires Dillon Beach land

Continued from page 1

the ancestral homelands of the Coast Miwok, and our descendants are still present there today,” Mr. Sarris said. “We look forward to working closely with Western Rivers Conservancy and state partners to craft a durable management plan that forever preserves and protects Dillon Beach Ranch, the Estero de San Antonio and the irreplaceable cultural and natural resources they harbor.”

With steep bluffs and rolling headlands, the property is a sanctuary for threatened or endangered species, including the California red-legged frog, the northern tide-water goby and a butterfly known as Myrtle’s silverspot.

The Federated Indians of Graton Rancheria is a sovereign nation and federally recognized tribe comprised of Coast Miwok and Southern Pomo Indians. Its aboriginal territory is in Marin and Sonoma Counties.

In 2021, the tribe signed a government-to-government agreement with the National Park Service granting it shared management responsibilities for the Point Reyes National Seashore. The tribe also owns and operates the Graton Resort and Casino on its land just outside Rohnert Park. The Western Rivers Conservancy, which buys land along fragile rivers and streams in the

West to permanently conserve habitat for fish and wildlife, has formed land-back partnerships with 16 tribes.

“We’re proud of our work with the Rancheria and other native communities,” Nelson Mathews, the conservancy’s interim president, told the *Light*. “It’s a great combination of conservation and social justice.”

The property was operated as a cattle ranch for decades until it was purchased in 1999 by the Coptic Orthodox Monastery of St. Antony. The church had hoped to establish a monastery on the property but withdrew its plans after confronting resistance from community members who feared it would open floodgates to development.

The conservancy purchased the property in 2023. “It’s very satisfying to preserve this little chunk of California’s beautiful coast and return it to its original stewards,” said Peter Colby, the conservancy’s California program director who coordinated the conveyance of the property to the tribe.

Graton Rancheria has an easement allowing access to the property, which is not open to the public. The tribe will continue to allow grazing while it works on a long-term management plan.

The land-back movement, which is gaining momentum in California, seeks to address historical injustices by returning ancestral lands to Indigenous peoples. Last year, the Coast Miwok Tribal Council of Marin completed the first Native land return in the county’s history when it purchased a 26-acre parcel in Nicasio.

Graton Rancheria acquires prized Marin coastal property in ‘land back’ conservation deal

The Federated Indians of Graton Rancheria is set to take over Dillon Beach Ranch “for permanent conservation and stewardship.” | 24



SLIDE 2 OF 2

A map of Dillon Beach Ranch, a 466-acre property that the Western Rivers Conservancy conveyed to the Federated Indians of Graton Rancheria in September 2024. (Western Rivers Conservancy)

PHIL BARBER

THE PRESS DEMOCRAT

September 5, 2024, 4:44PM | Updated 1 hour ago

The [Federated Indians of Graton Rancheria](#) have acquired an important piece of lightly developed coastal land in Marin County, via a “land back” conveyance by the [Western Rivers Conservancy](#) — one of the largest such conservation deals ever in the North Bay.

The tribe, the conservancy and the California Department of Fish and Wildlife released a joint statement Thursday, announcing that Graton Rancheria would take over the 466-acre Dillon Beach Ranch “for permanent conservation and stewardship.”

It’s an ecologically important chunk of land that includes 1.5 miles along the largely inaccessible [Estero de San Antonio](#), and 1.5 miles of Pacific coastline between the estuary — a tidal waterway formed by Stemple Creek — and the town of Dillon Beach. It’s a property of rolling green headlands that fall away to the water via steep bluffs.

The announcement refers to “a vast array of fish, birds, insects, plants and animals” that thrive at the site. They include the federally listed northern tidewater goby, an endangered medium-sized butterfly known as Myrtle’s silverspot and, in the ephemeral streams that feed the estero, the threatened California red-legged frog.

The property, operated for decades as a private cattle ranch, was purchased in 1999 by Saint Antony Monastery. Western Rivers Conservancy bought it from the monastery in December 2023, using a program-related investment from the Gordon and Betty Moore Foundation, then worked with Graton Rancheria to secure additional funding from Fish and Wildlife, which ultimately allowed the tribe to purchase the property.



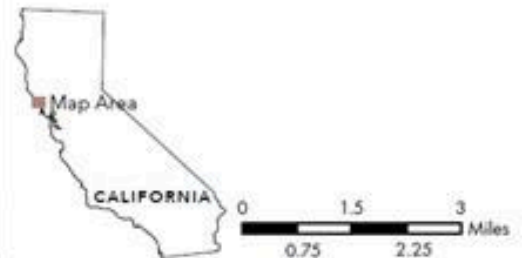
Estero de San Antonio

Dillon Beach Ranch

Marin County, California

MAP KEY

- Dillon Beach Ranch
- National Park Service
- State, County, City; Wildlife, Park & Outdoor Recreation Areas
- Conservation Easements
- Major Road
- Local Road



A map of Dillon Beach Ranch, a 466-acre property that the Western Rivers Conservancy conveyed to the Federated Indians of Graton Rancheria in September 2024.

Graton Rancheria has said it will allow grazing on the land, but offered no other details on proposed forms of use.

“This area and surrounding lands are within the ancestral homelands of the Coast Miwok, and our descendants are still present there today,” tribal Chairman Greg Sarris said in the release. “We look forward to working closely with Western Rivers Conservancy and state partners to craft a durable management plan that forever preserves and protects Dillon Beach Ranch, the Estero de San Antonio and the irreplaceable cultural and natural resources they harbor.”

The Press Democrat

In the Newsroom

Get the stories behind the headlines, plus other insights, from PD Executive Editor Chris Fusco. Delivered to your inbox every other Thursday.

SIGN ME UP!

The Federated Indians of Graton Rancheria, composed of Coast Miwok and Southern Pomo Indians, has aboriginal roots in Sonoma and Marin counties. The tribe [comanages Point Reyes National Seashore with the National Parks Service](#), considered a first-of-its-kind partnership, and [Tolay Lake Regional Park in Sonoma County](#).

The tribe owns and operates Graton Resort and Casino, [the Bay Area’s largest hotel-gambling resort](#), on its [sovereign land just outside Rohnert Park](#).

The Western Rivers Conservancy purchases land along fragile rivers and streams throughout the West, in an effort to conserve habitat for wildlife, protect sources of fresh water and ensure public access. The organization boasts that it has secured protection along 250 rivers and streams, and has protected more than 440 river miles and 220,000 acres of land in nine states.

The conservancy's goal is to transfer lands to long-term stewards such as the U.S. Forest Service, Bureau of Land Management, state parks — and tribal nations such as Graton Rancheria.

Western Rivers has been an active partner in the land back movement, a decentralized, global campaign that seeks to restore Indigenous sovereignty, both political and economic, to ancestral tribal lands.

The conservancy has struck stewardship deals with 16 other tribes along western waterways, including the Esselen (for the Little Sur River in Monterey County), the Tübatulabal (South Fork of the Kern River) and Yurok (Klamath River in Humboldt County) in California.

“We are deeply proud to partner with the Federated Indians of Graton Rancheria so they can own and manage these ancestral lands to preserve the ranch's invaluable cultural and natural resources,” Nelson Mathews, the organization's interim president, said in the prepared statement.

Estero de San Antonio is known for the sandbar that usually forms at its mouth in summer or early fall, a natural dam that creates a safe nursery habitat for the tidewater goby and other fish that breed in shallow waters. Winter rains increase the flow of fresh water and break the barrier, connecting the creek and the ocean again.

The Department of Fish and Wildlife has identified San Antonio and the estero to its north, Americano, as among the most significant habitat areas in California.

You can reach Phil Barber at 707-521-5263 or phil.barber@pressdemocrat.com. On X (Twitter) @Skinny_Post.

The Press Democrat

Daybreak newsletter

Kickstart your mornings with a roundup of the latest news, ensuring you step out the door fully informed. Arrives in your inbox at 8 a.m.

SIGN ME UP!

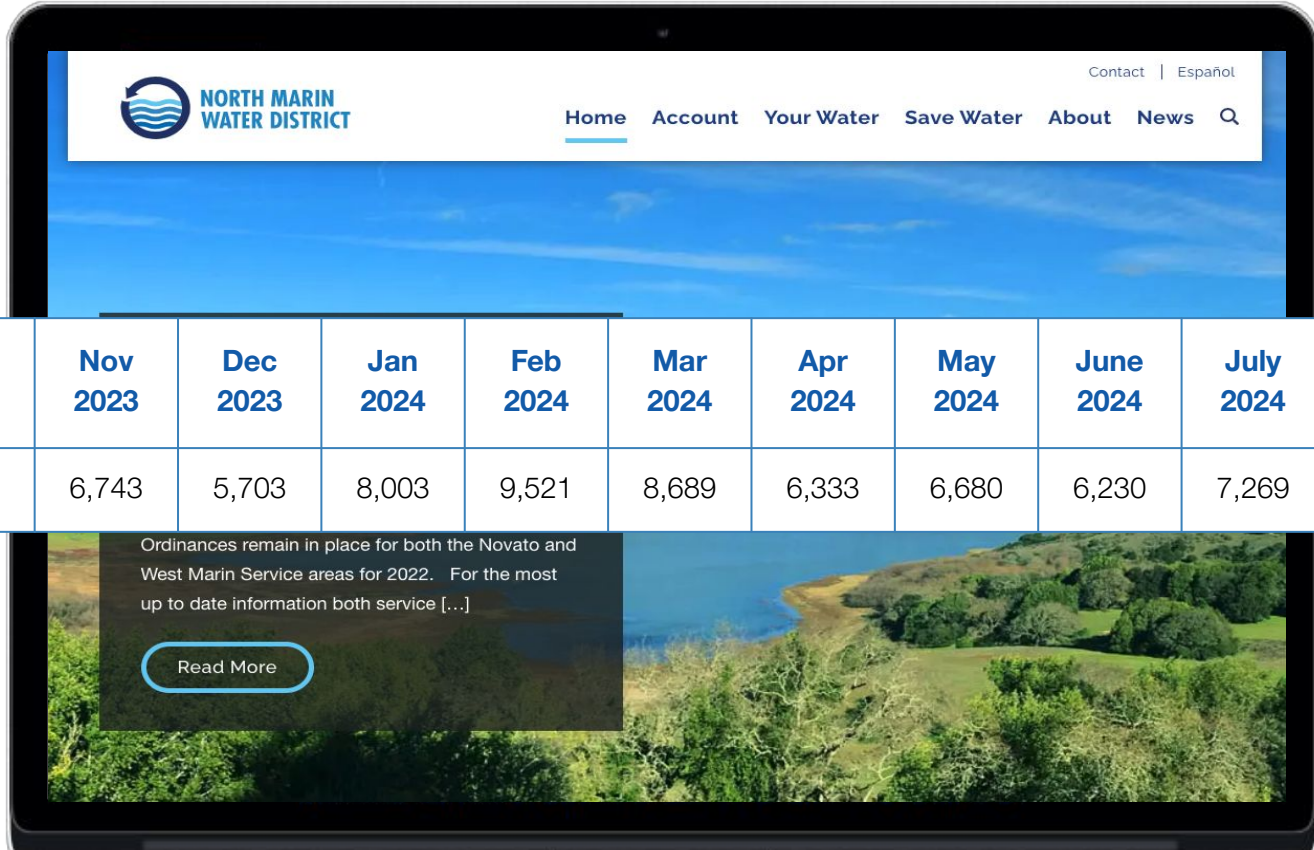


**NORTH MARIN
WATER DISTRICT**

Web & Social Media Report

August 2024

Website Statistics






	Oct 2023	Nov 2023	Dec 2023	Jan 2024	Feb 2024	Mar 2024	Apr 2024	May 2024	June 2024	July 2024	Aug 2024
2023/ 24 Visitors	6,382	6,743	5,703	8,003	9,521	8,689	6,333	6,680	6,230	7,269	5,846

Ordinances remain in place for both the Novato and West Marin Service areas for 2022. For the most up to date information both service [...]

[Read More](#)



Social Media Followers

	Oct-2023	Nov-2023	Dec-2023	Jan-2024	Feb-2024	Mar-2024	Apr-2024	May-2024	Jun-2024	Jul-2024	Aug-2024
 Facebook Followers	2,454	2,471	2,502	2,537	2,548	2,569	2,581	2,606	2,627	2,658	2,671
 X (Twitter) Followers	124	125	128	130	131	131	130	132	132	133	131
 Instagram Followers	859	860	869	876	891	903	907	914	922	928	937



NMWD Most Visited Pages

Pages	Views
Home	5,952
Online Billing	2,630
My Water Usage (WaterSmart Portal)	963
What Is An Acre Foot?	486
Contact	259
Employment Opportunities	237
Meetings 2024	208
About NMWD	167
Start Service	159





August Social Media Highlights | Facebook



138 people reached | 4 engagements



307 people reached | 50 engagements

Engagements include likes, reactions, clicks and comments

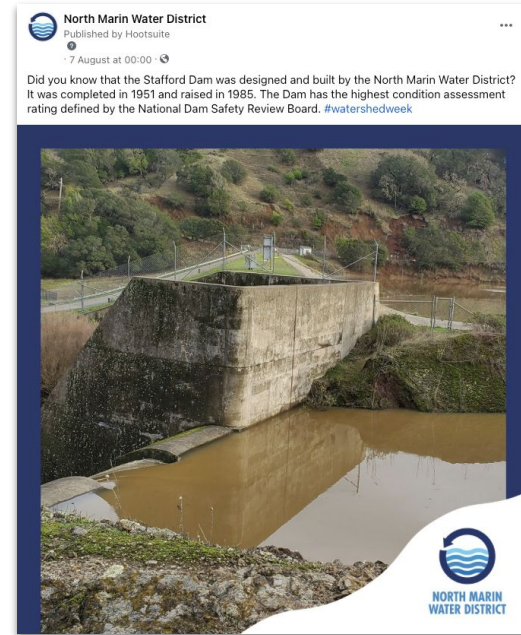




August Social Media Highlights | Facebook



142 people reached | 9 engagements



312 people reached | 30 engagements

Engagements include likes, reactions, clicks and comments

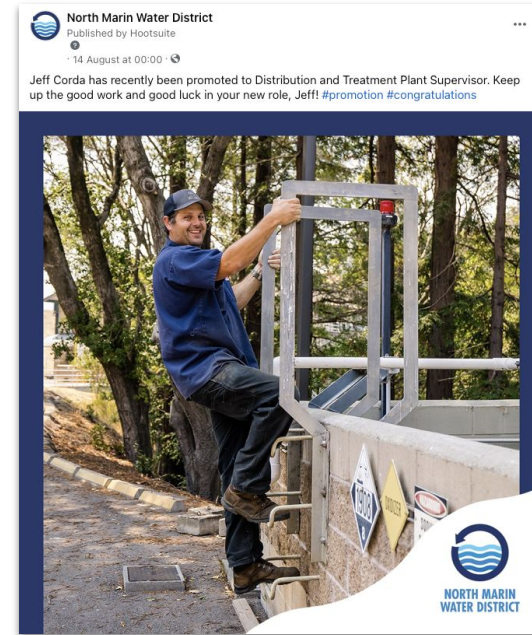




August Social Media Highlights | Facebook



156 people reached | 8 engagements



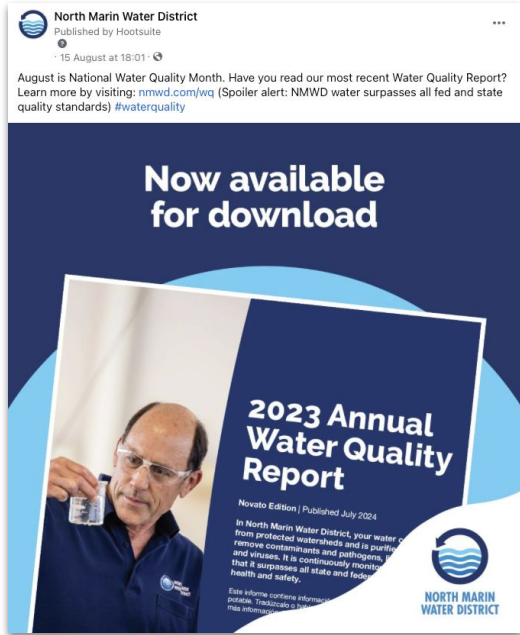
383 people reached | 59 engagements

Engagements include likes, reactions, clicks and comments





August Social Media Highlights | Facebook



144 people reached | 8 engagements



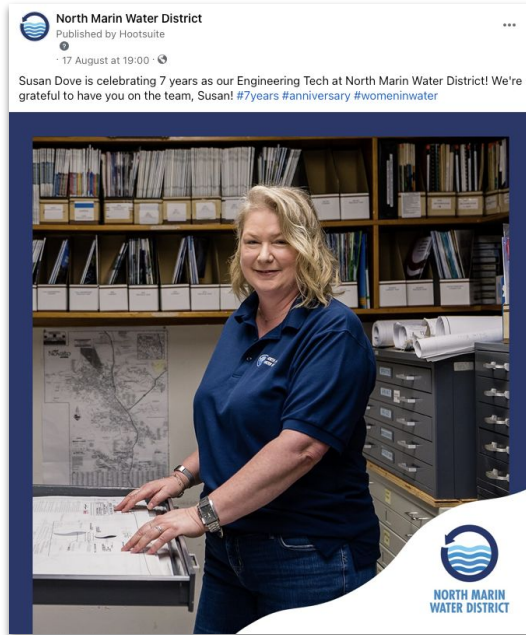
126 people reached | 1 engagement

Engagements include likes, reactions, clicks and comments





August Social Media Highlights | Facebook



253 people reached | 14 engagements



146 people reached | 4 engagements

Engagements include likes, reactions, clicks and comments



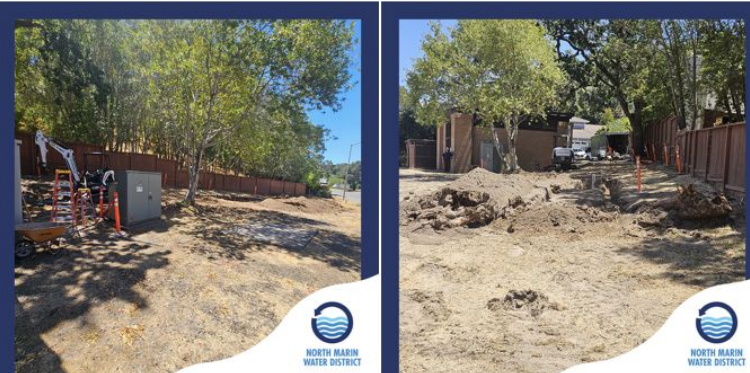



August Social Media Highlights | Facebook


North Marin Water District
Published by Hootsuite
· 22 August at 18:01 · 🌐

The District's San Marin Pump Station, a critical piece of infrastructure to the District's water delivery system, is receiving a battery system to provide power backup.

Currently, the San Marin Pump Station has no onsite power backup system and is therefore subjected to public safety power shutdowns issued by PG&E or other outages. The San Marin Pump Station is located in the Self Generation Incentive Program's (SGIP) Equity and Resiliency program boundary and qualifies fo... **See more**



 NORTH MARIN WATER DISTRICT

 NORTH MARIN WATER DISTRICT

230 people reached | 29 engagements

North Marin Water District
Published by Hootsuite
· 24 August at 00:00 · 🌐

A climate-ready landscape is designed and maintained to withstand the climate extremes of flood, fire, and drought. The Water Smart Gardens Maintenance Manual is full of tips to set you up for success in your garden. Learn more at www.savingwaterpartnership.org/climate-ready/



Be Climate Ready

Get the Water Smart gardens maintenance manual.



NORTH MARIN WATER DISTRICT

148 people reached | 1 engagements

Engagements include likes, reactions, clicks and comments





August Social Media Highlights | Facebook



366 people reached | 39 engagements



1,331 people reached | 205 engagements

Engagements include likes, reactions, clicks and comments





August Social Media Highlights | Facebook

North Marin Water District
Published by Hootsuite
4 days ago

After all the incredible years of dedication and hard work, Joe Kauwe, our Engineering Tech IV (44 years) and Darrell Bynum, our Field Service Representative (20 years) have retired from the North Marin Water District. Your knowledge and efforts have left a mark on our team and the entire community. Enjoy your well-deserved retirement! 🌟👏 #Retirement #ThankYou #EndOfAnEra




245 people reached | 26 engagements

North Marin Water District
Published by Hootsuite
30 August at 20:00

Our 2023 Water Quality Report is now available! We take great pride in North Marin Water District's exceptional water, surpassing all federal and state safety, and aesthetic standards for drinking water. Explore the comprehensive report online at nmwd.com/wq to learn more. #waterquality #drinkingwater #water #watertreatment



131 people reached | 4 engagements

Engagements include likes, reactions, clicks and comments





August Social Media Highlights | X (Twitter)

 **North Marin Water District** @NorthMarinWater · Aug 1 ...

Drip irrigation is the most efficient way to water your plants by applying water slowly to the root zone. Check with your water provider for rebates to switch to drip. Visit nmwd.com/save-water/wat... for more information.



Be Climate Ready
Irrigate efficiently.

 NORTH MARIN WATER DISTRICT

 **North Marin Water District** @NorthMarinWater · Aug 1 ...

Congratulations to Corey Reed, our Engineering Technician IV, for serving the District for 19 years! [#anniversary](#) [#waterprofessionals](#)



 NORTH MARIN WATER DISTRICT





August Social Media Highlights | X (Twitter)


 **North Marin Water District** @NorthMarinWater · Aug 3 ...

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



Board of Directors Meeting

Tuesday, August 6th
4:00pm



 **North Marin Water District** @NorthMarinWater · Aug 7 ...

Did you know that the Stafford Dam was designed and built by the North Marin Water District? It was completed in 1951 and raised in 1985. The Dam has the highest condition assessment rating defined by the National Dam Safety Review Board. [#watershedweek](#)







August Social Media Highlights | X (Twitter)

 **North Marin Water District** @NorthMarinWater · Aug 9 ...

A climate-ready landscape is drought-tolerant, fire-wise, and flood-proof. Sonoma Water has developed 8 free, scalable, front yard landscape designs for upgrading your yard at savingwaterpartnership.org/climate-ready/




Be Climate Ready
Create a climate-ready landscape.
#BeClimateReady

 NORTH MARIN WATER DISTRICT

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

Jeff Corda has recently been promoted to Distribution and Treatment Plant Supervisor. Keep up the good work and good luck in your new role, Jeff!
[#promotion](#) [#congratulations](#)




 NORTH MARIN WATER DISTRICT



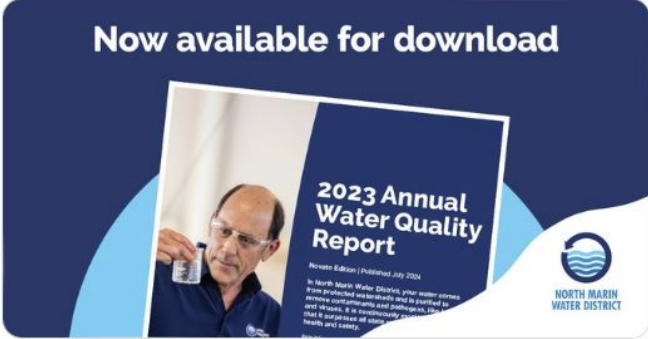



August Social Media Highlights | X (Twitter)

 **North Marin Water District** @NorthMarinWater · Aug 15

August is National Water Quality Month. Have you read our most recent Water Quality Report? Learn more by visiting: nmwd.com/wq (Spoiler alert: NMWD water surpasses all fed and state quality standards) [#waterquality](https://twitter.com/hashtag/waterquality)

Now available for download



 NORTH MARIN WATER DISTRICT

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

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

Board of Directors Meeting

Tuesday, August 20th
4:00pm

 NORTH MARIN WATER DISTRICT



August Social Media Highlights | X (Twitter)

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

Susan Dove is celebrating 7 years as our Engineering Tech at North Marin Water District! We're grateful to have you on the team, Susan! [#7years](#) [#anniversary](#) [#womeninwater](#)



 NORTH MARIN WATER DISTRICT

 **North Marin Water District** @NorthMarinWater · Aug 21 ...

Water Smart Plants are adapted to our summer-dry climate and require less irrigation once established. Shop for Water Smart Plants at local nurseries by looking for the Water Smart Plant Label. For a list of participating nurseries, visit savingwaterpartnership.org/climate-ready/



 **Be Climate Ready**
Choose Water Smart Plants.

 NORTH MARIN WATER DISTRICT





August Social Media Highlights | X (Twitter)



North Marin Water District @NorthMarinWater · Aug 22

...

The San Marin Pump Station is getting a new battery system for power backup, preventing outages during PG&E shutdowns. The project started in July and will finish by September 2024. New shrubs will be planted to improve the site. Learn more at nmwd.com.



North Marin Water District @NorthMarinWater · Aug 24

...

A climate-ready landscape is designed and maintained to withstand the climate extremes of flood, fire, and drought. The Water Smart Gardens Maintenance Manual is full of tips to set you up for success in your garden. Learn more at savingwaterpartnership.org/climate-ready/





August Social Media Highlights | X (Twitter)



North Marin Water District @NorthMarinWater · Aug 25

Today we are celebrating Shawn Kane on being a storekeeper for 11 years. Congratulations on your anniversary at the District! #anniversary



North Marin Water District @NorthMarinWater · Aug 27

On July 16th, 2024, the Board of Directors ended the local emergency in the Novato Service Area caused by the March 2023 Redwood Blvd landslide. After inspections, the NMA pipeline was deemed undamaged and remains operational. Thank you for conserving water during the shutdown.





August Social Media Highlights | X (Twitter)



North Marin Water District @NorthMarinWater · Aug 29

After years of dedication and hard work, Joe Kauwe, our Engineering Tech IV (44 years) and Darrell Bynum, our Field Service Representative (20 years) have retired from the NMWD. Your knowledge and efforts have left a mark on our team and the entire community. 🌟 📱 #EndOfAnEra



North Marin Water District @NorthMarinWater · Aug 30

Our 2023 Water Quality Report is now available! We take great pride in NMWD's exceptional water, surpassing all federal and state safety, and aesthetic standards for drinking water. Explore the report online at nmwd.com/wq to learn more. #waterquality #drinkingwater

2023 Annual Water Quality Report

Now available for download in English and Spanish.



Delivering high quality water to Novato

Water served by North Marin Water District to its customer watersheds and is purified using modern treatment and pathogens, like bacteria and viruses. Water surpasses all state and federal standards for

This brochure is a snapshot of water details about where your water comes from, regulatory standards, if you have a public tapwater, Water Quality





August Social Media Highlights | Instagram



4 likes



20 likes

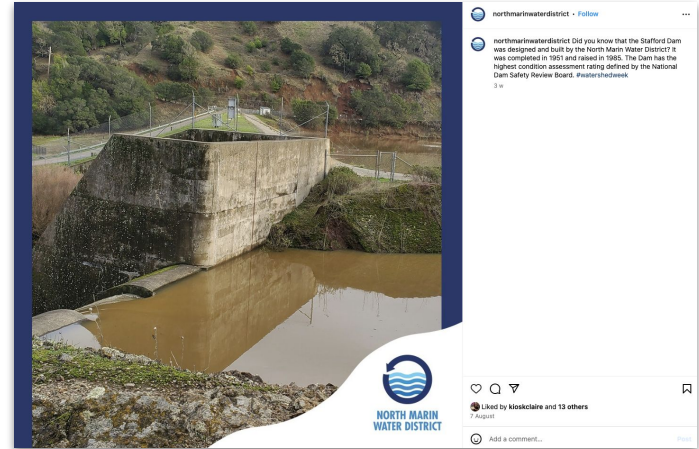




August Social Media Highlights | Instagram



4 likes



13 likes





August Social Media Highlights | Instagram



4 likes

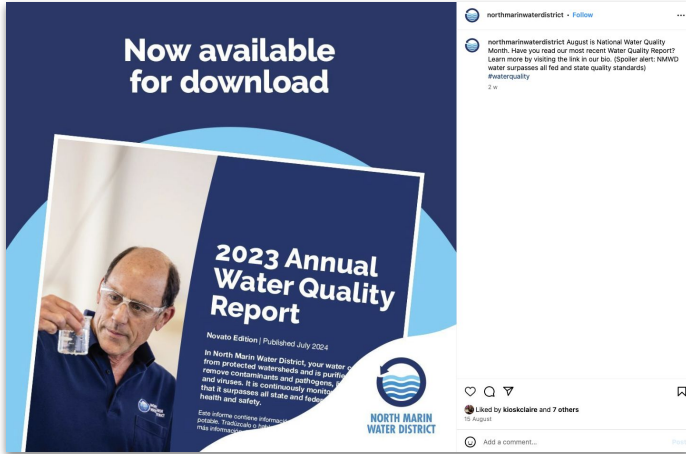


13 likes





August Social Media Highlights | Instagram



7 likes



8 likes





August Social Media Highlights | Instagram



5 likes



4 likes





August Social Media Highlights | Instagram



12 likes



1 like





August Social Media Highlights | Instagram



17 likes



14 likes





August Social Media Highlights | Instagram



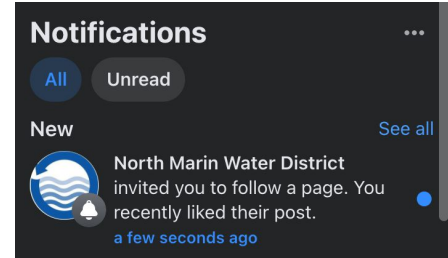
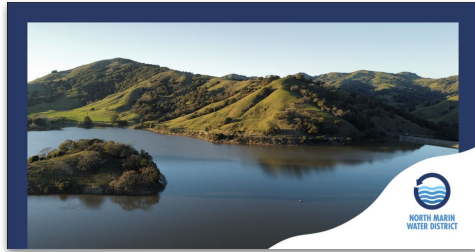
25 likes



2 likes



Facebook Likes Campaign - August Report




We are running an evergreen ad which encourages customers in the NMWD service areas to 'like' (follow) the NMWD Facebook page. We selected images that have historically performed the best to drive more likes.

Spend in August 2024	Reach (Number of people who saw the ad)	Impressions	Results (New Page Likes)	Cost Per New Page Like
\$46.26	3,275	6,140	19	\$2.43

*This month, we were able to reach **3,275** people with the Likes Campaign*



What's Next?

- Kiosk to begin work on the design and layout of the Fall Waterline
 - Kiosk to begin work with NMWD staff on video content for social media
 - Kiosk will design and layout the Water Quality Report for Novato and West Marin in Spanish, which will then be shared on social
 - Social media posts will also feature employees on their work anniversaries, as well as highlight rebates
 - Kiosk continues to work with staff to get photos of construction and maintenance projects throughout Novato and West Marin
- 



Thank You