



NORTH MARIN WATER DISTRICT

NORTH MARIN WATER DISTRICT AGENDA – REGULAR MEETING June 3, 2025 – 4:00 p.m. Location: 999 Rush Creek Place Novato, California

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Item	Subject
	CALL TO ORDER
1.	APPROVE MINUTES FROM REGULAR MEETING , May 20, 2025
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: Base Salary Schedule Revision
	ACTION CALENDAR
6.	Approve: Agreement with Kiosk for Communications and Public Outreach
	INFORMATION ITEMS
7.	Proposed FY 25/26 Budgets Novato and West Marin Service Areas
8.	MISCELLANEOUS Disbursements – Dated May 29, 2025 Auditor-Controller's Monthly Report of Investments for April 2025 FY 25/26 Insurance Renewal NOAA US Seasonal Three-Month Drought Outlook – May 15, 2025 NOAA US Seasonal Three-Month Precipitation Outlook – May 15, 2025 Obituary – Jerry Gilbert, former NMWD GM <u>News Articles</u> Mendofever – Mendocino Officials Brace for PG&E's Abandonment of the Potter Valley Project
9.	ADJOURNMENT

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DRAFT
NORTH MARIN WATER DISTRICT
MINUTES OF REGULAR MEETING
OF THE BOARD OF DIRECTORS
May 20, 2025

CALL TO ORDER

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

District employees Chris Kehoe, Construction Superintendent, Avram Pearlman, Corey Reed, Vincent Verissimo, and Haylee DeMartini were also in the audience.

MINUTES

On motion of Director Petterle, seconded by Director Fraites, the Board approved the minutes from the May 6, 2025, meeting by the following vote:

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

NOES: None

ABSENT: None

ABSTAIN: None

GENERAL MANAGER'S REPORT

Tony Williams said he had a brief Potter Valley Project update. He said he recently attended the Marin Conservation League meeting on May 7. He said that Charlie Schneider of CalTrout gave a presentation and did a good job on an update and an overview of the PG&E decommissioning and new diversion. He said the final submittal of the surrender application from PG&E is due at the end of July.

Mr. Williams said that he attended the ACWA Conference last week and attended several good panels. He said one panel he attended was with four General Managers, and the topic was rate settings and communication. He said we seem to be doing what other districts are doing but heard some good ideas on future communication. He noted he is on the nominating committee for the Region 1 Board.

Mr. Williams noted to the Board that each director has been given a copy of the District's FY 2023-24 Annual Report and said that Ryan Grisso and Eileen Mulliner helped with choosing photos and captions and other staff helped with content. He also noted the front cover features our Consumer Services team. He said that Haylee DeMartini, a part of the Consumer Services group as the District's Receptionist/Customer Service Assistant, is the front line with customers, is in the audience tonight. Director Baker and President Joly both said it is a very impressive report.

1 Mr. Williams informed the Board that the District's fourth General Manager, Jerry Gilbert, has
2 passed away at the age of 95. He said he had met him on several occasions and that he was a very
3 sharp individual. He said that former General Manager, John Nelson said that Mr. Gilbert was a
4 mentor to him.

5 Mr. Williams informed the Board that he will be out of the office on vacation the rest of this
6 week, returning to the office on Tuesday May 27.

7 President Joly asked what number General Manager Mr. Williams is, and he said he is the
8 ninth GM for the District. He noted that John Nelson and Chris DeGabriele each served 22 years as
9 GMs.

10 Director Baker thanked Mr. Williams for the Annual Report and also thanked him for the
11 closed session after the last Board meeting, he said he found the information very helpful.
12 President Joly agreed about the Annual Report and liked that the Auditor-Controller was able to
13 streamline the financials to two pages. Director Petterle said he would like a few more copies.

14 At the Board's request, Mr. Williams introduced all staff in attendance at tonight's meeting.

15 **OPEN TIME**

16 President Joly asked if anyone in the audience wished to bring up an item not on the agenda
17 and there was no response

18 **STAFF/DIRECTORS REPORTS**

19 President Joly asked if there were any staff or director's reports.

20 Director Eichstaedt said he had attended the Point Reyes Village Association meeting and
21 spoke about the West Marin rate study. He said he has received a couple of follow up emails but
22 that generally, the customers understand why the rates will be increased. Director Baker asked who
23 was represented by this group, if it was a merchant group, and Director Eichstaedt said it was a
24 general group of our customers in that area, which could include local merchants.

25 **CONSENT CALENDAR**

26 On motion of Director Fraites, seconded by Director Petterle, the Board approved the
27 Consent Calendar by the following vote:

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

29 NOES: None

30 ABSENT: None

31 ABSTAIN: None

32 Director Baker asked if there was a possible date for the Open House. Mr. Williams said
33 possibly August and will bring the item to the Board at a later date to discuss. President Joly said
34 that it might be a good idea to schedule the Open House in September because people may still be
35 taking vacations in August.

1 **APPROVE: REVISION TO EMPLOYER ASSISTED HOUSING PROGRAM, POLICY NO. 42**

2 The Board approved the revision to Employer Assisted Housing Program, Policy No. 42.

3 **ACTION CALENDAR**

4 **APPROVE: EMPLOYER ASSISTED HOUSING PROGRAM LOAN REQUEST – ERIC MILLER**

5 Julie Blue told the Board that this loan request is from Eric Miller, District Assistant General
6 Manager/Chief Engineer to purchase a home in Novato. She said he has been with the District for
7 three years. Director Baker asked where he lives now, and Mr. Miller said he lives in Novato, having
8 moved here 10 years ago and is excited to relocate within Novato. He said it is an amazing program
9 and grateful that it is available. He said he really enjoys working at the District and plans to be here
10 for the remainder of his career.

11 On the motion of Director Petterle, and seconded by Director Eichstaedt, the Board approved
12 the Employer Assisted Housing Program Loan Request for Eric Miller by the following vote:

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

14 NOES: None

15 ABSENT: None

16 ABSTAIN: None

17 **APPROVE: AWARD CONSTRUCTION CONTRACT FOR SAN MATEO TANK TRANSMISSION**
18 **MAIN PROJECT**

19 Eric Miller said that project details were brought to the Board in March when staff requested
20 authorization to advertise for bids. He went through the project briefly saying that originally, a
21 smaller transmission main was installed when the tank was built, but as more development
22 happened there became a need to upsize the pipeline. He said that the bids were solicited last
23 month and 9 bids were received. He said the apparent low bidder was a relatively new firm and
24 therefore they did not have the required build experience. He said as a public agency that is using
25 public funding, we have a responsibility to contract with experienced firms. He said the 2nd low
26 bidder, Team Ghilotti, was only \$6K over the apparent low bidder. President Joly asked about the
27 existing 12" transmission line and Mr. Miller said it will be left in place while the new line is being
28 installed and then will be abandoned in place in the future when it fails. Director Eichstaedt asked
29 what sort of public outreach was done, Mr. Miller said a project sign has been installed at the site, a
30 mailer with project details is being developed that will be sent to the neighborhood, and the
31 WaterSmart program will be used to send out emails. He said that the contractor will also distribute
32 door hangers shortly before construction begins. Director Petterle reminded Mr. Miller to ensure that
33 TG complies with all environmental requirements. Mr. Williams said the consultant overseeing the
34 project, ESA, will be monitoring the project. Mr. Miller also said that the project engineer, Avram
35 Pearlman, will be in touch with the Graton Rancheria Indian Tribe as well for any cultural
36 requirements. President Joly asked about the contractor trucks compromising the cul-de-sac and

1 Mr. Miller said they will not be parking in the cul-de-sac, but driving through to the job site and that
2 they can access the site via San Andreas Ct as well. Director Petterle asked who will contact an
3 archeologist for cultural related issues and Mr. Miller said the Indian tribe will be. President Joly
4 asked, besides increasing the transmission main size, will the project improve fire protection and Mr.
5 Miller said it will as it will improve water flows and the tank will fill faster.

6 On the motion of Director Eichstaedt, and seconded by Director Joly, the Board approved the
7 Award of the Construction Contract for San Mateo Tank Transmission Main Project by the following
8 vote:

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

10 NOES: None

11 ABSENT: None

12 ABSTAIN: None

13 **INFORMATION ITEMS**

14 **FY 24/25 3RD QUARTER FINANCIAL STATEMENT**

15 Julie Blue summarized the FY24/25 3rd quarter financials. She said the operating revenue is
16 78% of the budget and operating expenses are at 79%. She said that 87% of the CIP is completed,
17 the three main projects are the Admin & Lab Building Upgrade, Crest Pump Station, and the
18 Oceana Marin Treatment Plant. She added that the consolidated net income was \$70K. For Novato
19 the year-to-date operating revenue is 13% higher than last year at this time and operating expenses
20 are 22% higher. The increase in operating expenses is a result of increases in water purchases from
21 Sonoma Water because the Stafford Treatment Plant was offline for many months. She said the
22 net loss for Novato was approximately \$220K and we have collected \$123K in Facility Reserve
23 Charges (FRCs). Stafford produced 66M gallons, and recycled water had an estimated 150.3MG
24 consumed, 25% higher than last year. She added that there has also been an increase in West
25 Marin Water consumption with 46.7MG consumed, 22% higher than last year. Operating revenues
26 are higher, as well as expenses mainly due to more maintenance activity at the Treatment Plant.
27 There was a net loss of \$101M in West Marin, and \$32K in FRCs have been collected. For Oceana
28 Marin, Ms. Blue said that there was a net loss of \$27K year-to-date. President Joly said that
29 increased Novato operating expenses is not great but Mr. Williams said that it is mostly due to
30 additional water purchases from Sonoma Water and it should balance out by the end of the year.
31 President Joly noted that pumping costs are higher too and Ms. Blue said that is mainly due to
32 PG&E time of use charges. Director Fraites asked if water use in West Marin is up and Ms. Blue
33 said that it is 22% higher than the prior year. Mr. Williams added that it is a typical rebound after
34 having to cut back due to mandatory restrictions then once the restrictions are lifted, consumption
35 increases.

1 **ANNUAL WATER SUPPLY AND DEMAND ASSESSMENT FY 2025/26**

2 Tony Williams said that our Urban Water Management Plan (UWMP) requires the District to
3 perform an annual water supply and demand assessment and that we are working on the next
4 UWMP as the current one is about to expire. He said that according to the water shortage
5 contingency plan, contained within the UWMP, a water supply and demand assessment is a multi-
6 step analysis each year. He said it looks at unconstrained demands which includes raw water use.
7 The attachments to the Board memo in the report will be submitted to the State online as a
8 requirement from the Department of Water Resources. He said that the report shows that we have
9 no water shortages. President Joly asked if there is any worry about our annual supply through
10 Sonoma Water and Mr. Williams said there are no concerns. He said it is very unlikely that demands
11 will exceed our contractual supply.

12 **MISCELLANEOUS**

13 The Board received the following miscellaneous items: Disbursements – Dated May 8 and
14 May 15, 2025, Monthly Progress Report, Letter from MMWD Board President re laboratory services
15 5/2/25 and NMWD response.

16 The Board received the following news articles: Marin IJ – City oks plan for 66 homes in
17 Novato – 13-ACRE SITE.

18 The Board also received the NMWD Web and Social Media Report.

19 **ADJOURNMENT**

20 President Joly adjourned the meeting at 4:49 p.m.

21 Submitted by

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23
24 Eileen Mulliner
25 District Secretary
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MEMORANDUM

To: Board of Directors

June 3, 2025

From: Julie Blue, Auditor-Controller *JB*
 Karen Clyde, Accounting Supervisor *KRC*

Subj: Base Salary Schedule Revision

t:\ac\board reports\board memos\2025\salary schedule and side letter\board memo salary schedules effective 070125.docx

RECOMMENDED ACTION: Approve updated District Salary Schedule Effective July 1, 2025

FINANCIAL IMPACT: 2.25% Base Salary Increase Effective July 1, 2025 (FY 25/26)
 FY 25/26 Salary & Benefit Cost Increase \$207,000

Represented Employees

In accordance with the Memorandum of Understanding (MOU) between the North Marin Water District and the Employee Association (EA), employees will receive an annual cost of living adjustment (COLA) effective each July 1 through 2027. The COLA is based on the year-over-year percentage change in the April Consumer Price Index for All Urban Consumers (CPI-U).

The San Francisco Bay Area CPI-U¹ increased by 1.3% for the 12-month period ending April 30, 2025 (see Attachment 1 for CPI History). Since this is below the MOU's minimum adjustment threshold, the salary increase effective July 1, 2025, will be 2.25%, per the MOU. The established MOU was approved by the Board on January 16, 2024, and revised on May 21, 2024.

Unrepresented Employees

Salaries for unrepresented employees, including the Assistant General Manager/Chief Engineer, Auditor/Controller, Human Resources/Safety Manager, Construction/Maintenance Superintendent, Operations/Maintenance Superintendent (title revised to Manager), and Executive Assistant/District Secretary, are proposed to increase by the same 2.25% rate. This does not apply to the General Manager. The proposal is consistent with the Board's previously approved Salary and Terms and Conditions of Employment for Unrepresented Employees (approved January 16, 2024, and revised May 21, 2024).

¹ Specifically, Section 24.c of the 2023-2028 MOU provides for a cost of living adjustment (COLA) equal to the percentage change in the CPI as measured by the CPI-U San Francisco Bay Area (May 1 of the previous year through April 30th of the current year), with a minimum (Floor) of 2.25% and a maximum (Ceiling) of 4.5%. The SF Bay Area All Urban Consumers Index at 04/30/25 – 355.707, 04/30/24 - 351.247 = 355.707/ 351.247 = 1.3%

More info can be found at the below link to the US Bureau of Labor Statistics:

https://www.bls.gov/regions/west/news-release/consumerpriceindex_sanfrancisco.htm

Summary

The total labor cost increase includes the cost of benefits, some of which are a percentage of salary (CalPERS, Social Security, Medicare, etc.). The July 1 increase will result in a FY 25/26 labor cost increase of \$207,000. This estimate aligns with the District's five-year financial forecasts and is incorporated into the FY 25/26 budget.

As required by Title 2, Section 570.5 of the California Code of Regulations, the District's pay schedule must be adopted by the governing body in a public meeting. The revised Salary Schedule is included as Attachment 2 for the Board's review and approval. Once approved, it will be posted on the District's website as a publicly available document.

RECOMMENDATION:

Approve the updated District Salary Schedule effective July 1, 2025

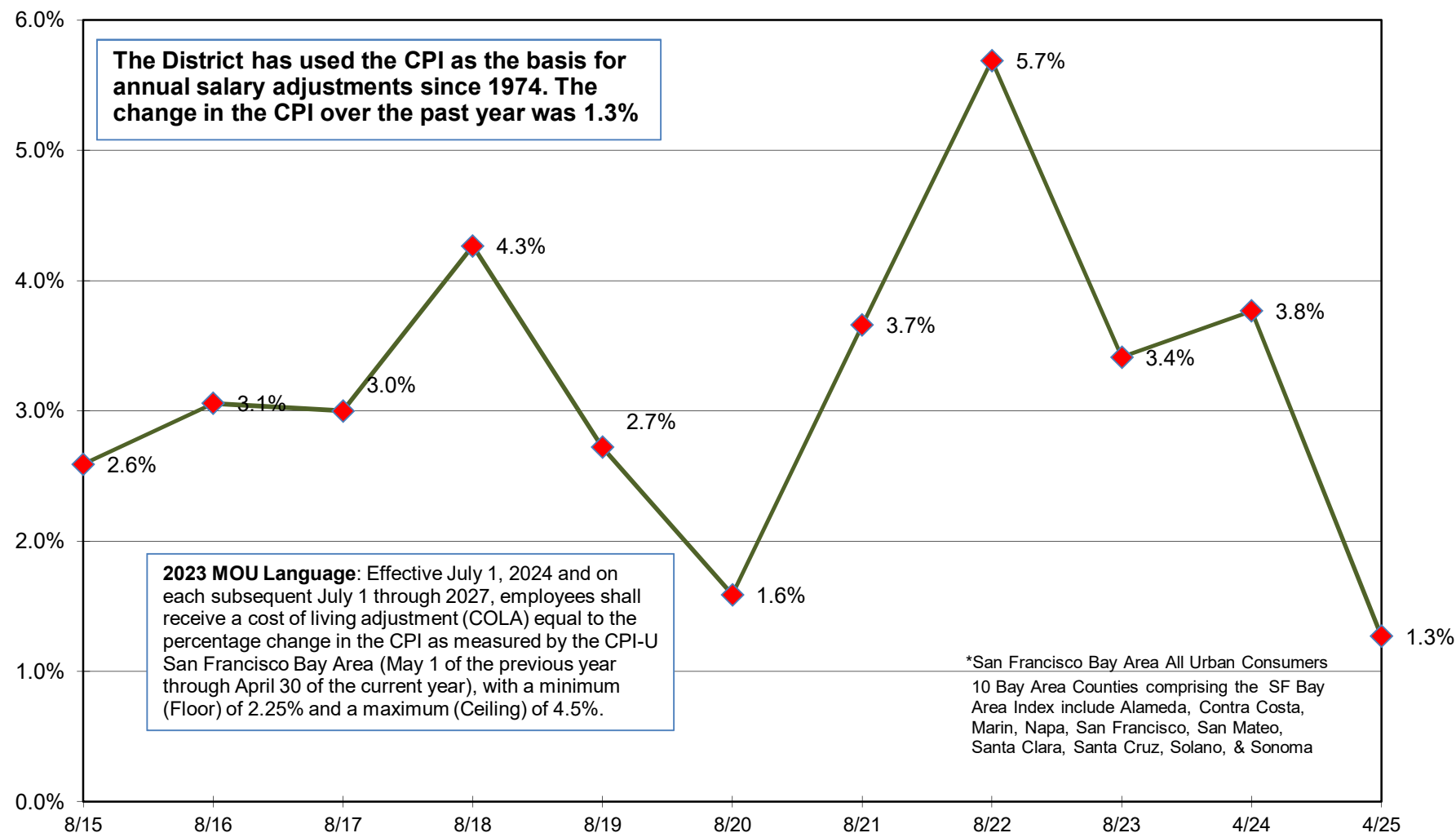
ATTACHMENTS:

1. CPI-U San Francisco Bay Area 10-Year History as of April 30, 2025
2. Revised Salary Schedule Effective July 1, 2025

5/21/2025

t:\ac\board reports\board memos\2025\salary schedule\cpi
history.xlsx\82-84 base

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



North Marin Water District
Employee Salary Ranges and Job Classifications - Effective 07/01/2025

ATTACHMENT 2

Draft for Board of Director's approval at the June 3, 2025 Board Meeting

	Step 1 Monthly / Annual	Step 2 Monthly / Annual	Step 3 Monthly / Annual	Step 4 Monthly / Annual	Step 5 Monthly / Annual
<u>Administration Department</u>					
Receptionist/Customer Service Asst.	5,844 70,128	6,136 73,632	6,443 77,316	6,765 81,180	7,103 85,236
Account/Credit Clerk II	6,453 77,436	6,776 81,312	7,115 85,380	7,471 89,652	7,845 94,140
Field Service Rep I	6,501 78,012	6,826 81,912	7,167 86,004	7,525 90,300	7,901 94,812
Field Service Rep II	6,956 83,472	7,304 87,648	7,669 92,028	8,052 96,624	8,455 101,460
Field Service Representative Lead	7,848 94,176	8,240 98,880	8,652 103,824	9,085 109,020	9,539 114,468
Consumer Services Supervisor	9,691 116,292	10,176 122,112	10,685 128,220	11,219 134,628	11,780 141,360
Storekeeper/Safety Coord.	7,387 88,644	7,756 93,072	8,144 97,728	8,551 102,612	8,979 107,748
Executive Assistant/District Secretary	10,109 121,308	10,614 127,368	11,145 133,740	11,702 140,424	12,287 147,444
HR/Safety Manager	11,254 135,048	11,817 141,804	12,408 148,896	13,028 156,336	13,679 164,148
Accounting Clerk II	6,453 77,436	6,776 81,312	7,115 85,380	7,471 89,652	7,845 94,140
Staff Accountant	8,314 99,768	8,730 104,760	9,167 110,004	9,625 115,500	10,106 121,272
Senior Accountant	9,522 114,264	9,998 119,976	10,498 125,976	11,023 132,276	11,574 138,888
Accounting Supervisor	10,679 128,148	11,213 134,556	11,774 141,288	12,363 148,356	12,981 155,772
Auditor-Controller	16,225 194,700	17,036 204,432	17,888 214,656	18,782 225,384	19,721 236,652
Water Conservation Tech	4,783 57,396	5,022 60,264	5,273 63,276	5,537 66,444	5,814 69,768
Water Conservation & Communications Mgr	12,039 144,468	12,641 151,692	13,273 159,276	13,937 167,244	14,634 175,608
General Manager			24,583.34 295,000		
	Step 1 Monthly / Annual	Step 2 Monthly / Annual	Step 3 Monthly / Annual	Step 4 Monthly / Annual	Step 5 Monthly / Annual
<u>Engineering Department</u>					
Engineering Administrative Assistant	7,190 86,280	7,550 90,600	7,928 95,136	8,324 99,888	8,740 104,880
Engineering Services Rep	7,868 94,416	8,261 99,132	8,674 104,088	9,108 109,296	9,563 114,756
Engineering Technician IV	8,750 105,000	9,188 110,256	9,647 115,764	10,129 121,548	10,635 127,620
Senior Engineering Technician	9,645 115,740	10,127 121,524	10,633 127,596	11,165 133,980	11,723 140,676
Junior Engineer	9,645 115,740	10,127 121,524	10,633 127,596	11,165 133,980	11,723 140,676
Assistant Engineer	10,544 126,528	11,071 132,852	11,625 139,500	12,206 146,472	12,816 153,792
Associate Engineer	12,397 148,764	13,017 156,204	13,668 164,016	14,351 172,212	15,069 180,828
Senior Engineer	13,760 165,120	14,448 173,376	15,170 182,040	15,929 191,148	16,725 200,700
Assistant General Manager/Chief Engineer	17,570 210,840	18,449 221,388	19,371 232,452	20,340 244,080	21,357 256,284

	Step 1 Monthly / Annual	Step 2 Monthly / Annual	Step 3 Monthly / Annual	Step 4 Monthly / Annual	Step 5 Monthly / Annual
<u>Construction Department</u>					
Utility Worker I	6,029 72,348	6,330 75,960	6,647 79,764	6,979 83,748	7,328 87,936
Utility Worker II	6,467 77,604	6,790 81,480	7,130 85,560	7,487 89,844	7,861 94,332
Utility Worker III	7,491 89,892	7,866 94,392	8,259 99,108	8,672 104,064	9,106 109,272
Heavy Equipment Operator	7,755 93,060	8,143 97,716	8,550 102,600	8,978 107,736	9,427 113,124
Distribution/Maintenance Foreman	9,304 111,648	9,769 117,228	10,257 123,084	10,770 129,240	11,309 135,708
Pipeline Foreman	9,304 111,648	9,769 117,228	10,257 123,084	10,770 129,240	11,309 135,708
Construction/Maintenance Superintendent	12,863 154,356	13,506 162,072	14,181 170,172	14,890 178,680	15,635 187,620

	Step 1 Monthly / Annual	Step 2 Monthly / Annual	Step 3 Monthly / Annual	Step 4 Monthly / Annual	Step 5 Monthly / Annual
<u>Operations Department</u>					
Utility Worker I	6,029 72,348	6,330 75,960	6,647 79,764	6,979 83,748	7,328 87,936
Utility Worker II	6,467 77,604	6,790 81,480	7,130 85,560	7,487 89,844	7,861 94,332
Program Assistant I	5,898 70,776	6,193 74,316	6,503 78,036	6,828 81,936	7,169 86,028
Program Assistant II	7,169 86,028	7,527 90,324	7,903 94,836	8,298 99,576	8,713 104,556
Program Assistant III	7,884 94,608	8,278 99,336	8,692 104,304	9,127 109,524	9,583 114,996
Cross Connection Tech I	6,831 81,972	7,173 86,076	7,532 90,384	7,909 94,908	8,304 99,648
Cross Connection Tech II	8,304 99,648	8,719 104,628	9,155 109,860	9,613 115,356	10,094 121,128
Auto/Equipment Mechanic	7,740 92,880	8,127 97,524	8,533 102,396	8,960 107,520	9,408 112,896
Apprentice Elec/Mech Tech	7,546 90,552	7,923 95,076	8,319 99,828	8,735 104,820	9,172 110,064
Electrical/Mechanical Tech	8,856 106,272	9,299 111,588	9,764 117,168	10,252 123,024	10,765 129,180
Senior Elec/Mech Tech	9,595 115,140	10,075 120,900	10,579 126,948	11,108 133,296	11,663 139,956
Maintenance Supervisor	11,579 138,948	12,158 145,896	12,766 153,192	13,404 160,848	14,074 168,888
Laboratory Technician	6,898 82,776	7,243 86,916	7,605 91,260	7,985 95,820	8,384 100,608
Lab Analyst I	8,224 98,688	8,635 103,620	9,067 108,804	9,520 114,240	9,996 119,952
Lab Analyst II	9,751 117,012	10,239 122,868	10,751 129,012	11,289 135,468	11,853 142,236
Senior Chemist	10,671 128,052	11,205 134,460	11,765 141,180	12,353 148,236	12,971 155,652
Water Quality Supervisor	13,023 156,276	13,674 164,088	14,358 172,296	15,076 180,912	15,830 189,960

	Step 1 Monthly / Annual	Step 2 Monthly / Annual	Step 3 Monthly / Annual	Step 4 Monthly / Annual	Step 5 Monthly / Annual
<u>Operations Department (cont.)</u>					
Asst Water Distrib & TP Op - Tier 1 *	7,462 89,544	7,835 94,020	8,227 98,724	8,638 103,656	9,070 108,840
Asst Water Distrib & TP Op - Tier 2 *	7,562 90,744	7,940 95,280	8,337 100,044	8,754 105,048	9,192 110,304
Asst Water Distrib & TP Op - Tier 3 *	7,662 91,944	8,045 96,540	8,447 101,364	8,869 106,428	9,312 111,744
Water Distrib & TP Op - Tier 2 *	9,366 112,392	9,834 118,008	10,326 123,912	10,842 130,104	11,384 136,608
Water Distrib & TP Op - Tier 3 *	9,466 113,592	9,939 119,268	10,436 125,232	10,958 131,496	11,506 138,072
Water Distrib & TP Op - Tier 4 *	9,566 114,792	10,044 120,528	10,546 126,552	11,073 132,876	11,627 139,524
Sr. Water Distrib & TP Op - Tier 3 *	10,501 126,012	11,026 132,312	11,577 138,924	12,156 145,872	12,764 153,168
Sr. Water Distrib & TP Op - Tier 4 *	10,601 127,212	11,131 133,572	11,688 140,256	12,272 147,264	12,886 154,632
Sr. Water Distrib & TP Op - Tier 5 *	10,701 128,412	11,236 134,832	11,798 141,576	12,388 148,656	13,007 156,084
Treatment & Distribution Supervisor - Tier 3 *	13,642 163,704	14,324 171,888	15,040 180,480	15,792 189,504	16,582 198,984
Treatment & Distribution Supervisor - Tier 4 *	13,742 164,904	14,429 173,148	15,150 181,800	15,908 190,896	16,703 200,436
Treatment & Distribution Supervisor - Tier 5 *	13,842 166,104	14,534 174,408	15,261 183,132	16,024 192,288	16,825 201,900
Operations/Maintenance Manager **	14,989 179,868	15,738 188,856	16,525 198,300	17,351 208,212	18,219 218,628

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

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

** Operations/Maintenance Superintendent job title changed to Operations/Maintenance Manager in March 2025.

North Marin Water District

Temporary/Seasonal Employee Hourly Ranges and Job Classifications -07/01/25

To be Approved by the Board of Directors

	Step 1 Hourly	Step 2 Hourly	Step 3 Hourly	Step 4 Hourly	Step 5 Hourly
Temporary/Seasonal Worker	\$ 27.60	\$ 29.00	\$ 30.50	\$ 32.00	\$ 33.60

6

**MEMORANDUM**

To: Board of Directors June 3, 2025
From: Ryan Grisso, Water Conservation and Communications Manager *RG*
Subject: Approve Agreement with Kiosk for Communications and Public Outreach
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RECOMMENDED ACTION: Authorize the General Manager to execute the final Agreement with Kiosk

FINANCIAL IMPACT: Up to \$85,000 (Included in proposed FY26 Budget)

Kiosk Creative LLC. (Kiosk), a local Novato full service marketing firm, has successfully assisted the District to implement many communication and public outreach related tasks for the past five years, as evidenced in the monthly social media and web report the Board receives. This has included website design and website updates and maintenance, comprehensive social media post development, newsletters, report designs (Water Quality and Annual Report), banners and other collateral outreach materials (all in the District branded theme), educational campaigns, and a variety of other communication assistance, as needed.

To continue this public outreach partnership with Kiosk into FY26, a new agreement is needed and a draft agreement and scope are included for your review (Attachment 1). The scope includes two sections with the first covering standard monthly outreach assistance including continued social media post creation and management, website content/hosting/security services, website form hosting and other management activities including meetings with the District and the monthly reports on communication and outreach activities. The second section allows for more flexible "ad hoc" project assistance for those efforts that are less than monthly or less routine and come up through the year including, but not limited to, the Waterline newsletter design (both hard copy and digital), annual report design, open house assistance, and possible educational campaigns stemming from future strategic plan goals and objectives. This agreement includes an increase to the budget and scope this year to continue our communications expansion to include more expanded social media to include video reel production, a budget for possible educational campaigns stemming from the Strategic Plan and a modest hourly increase. Kiosk is currently supporting ongoing strategic plan development under a separate agreement.

Kiosk has provided exceptional service to the District over the past five years and staff recommends continuing this cooperative partnership with Kiosk to maintain the improvements, quality, quantity, and effectiveness of the District's public outreach and communications efforts, and recommends the Board authorize the General Manager to execute the final agreement.

RECOMMENDATION

Board authorize the General Manager to execute the final Agreement with Kiosk to assist in continued communication and public outreach implementation in an amount not to exceed \$85,000.

ATTACHMENTS: 1. Draft Consulting Services Agreement with Kiosk (excluding Exhibit A)

AGREEMENT FOR CONSULTING SERVICES

The following is an agreement between **North Marin Water District**, hereinafter "**NMWD**", and **Kiosk Creative LLC**, hereinafter, "**Consultant**".

WHEREAS, Consultant is a duly qualified consulting firm, experienced in developing marketing and communication initiatives for public sector clients,

WHEREAS, in the judgment of the Board of Directors of the NMWD, it is necessary and desirable to employ the services of the Consultant to implement communication tasks as identified by NMWD,

WHEREAS, Consultant has successfully worked with NMWD since 2019 to implement communication tasks,

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

PART A -- SPECIFIC PROVISIONS:

- 1. DESCRIPTION OF SERVICES AND PAYMENT:** Except as modified in this agreement, the services to be provided and the payment schedule are:
 - a. The scope of work and fee amount covered by this agreement shall be that specified on a task-by-task basis and summarized in Exhibit A of this agreement.
 - b. The fee for the work shall not exceed \$85,000 without prior written authorization by NMWD.

PART B -- GENERAL PROVISIONS

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

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

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

- a. With respect to design professional services provided under this agreement, Consultant shall assume the defense of and defend NMWD, its directors, officers, agents, and employees in any action at law or in equity to the extent that liability is

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

- b. With respect to all services other than design professional services provided under this agreement, Consultant shall indemnify, hold harmless, release and defend NMWD, its agents and employees from and against any and all actions, claims, damages, disabilities or expenses, including attorney's fees and witness costs that may be asserted by any person or entity, including the Consultant, arising out of or in connection with the activities necessary to perform those services and complete the tasks provided for herein, but excluding liabilities due to the sole negligence or willful misconduct of NMWD.

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

4. PROSECUTION OF WORK: The execution of this agreement shall constitute the Consultant's authority to proceed immediately with the performance of this contract. Performance of the services hereunder shall be completed by December 31, 2025, provided, however, that if the performance is delayed by earthquake, flood, high water or other Act of God or by strike, lockout or similar labor disturbance, the time for the Consultant's performance of this contract shall be extended by a number of days equal to the number of days the Consultant has been delayed.

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

North Marin Water District
P.O. Box 146
Novato, CA 94948
Attention: Ryan Grisso

Consultant:
Kiosk Creative LLC
750 Grant Ave, #200
Novato, CA 94945
Attention: Claire Garvie

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

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

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

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

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

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

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

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

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

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

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

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

14. INSURANCE REQUIREMENTS FOR CONSULTANTS

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

Minimum Scope of Insurance

Coverage shall be at least as broad as:

1. Commercial General Liability coverage
2. Automobile Liability
3. Workers' Compensation insurance as required by the State of California.

Minimum Limits of Insurance

Consultant shall maintain limits no less than:

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

Verification of Coverage

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

Subcontractors

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

Self-Insured Retentions

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

Other Insurance Provisions

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

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

Acceptability of Insurers

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

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

At the sole election of the District, any dispute or claim in law or equity between District and Consultant arising out of this agreement which is not settled through mediation shall be decided by neutral binding arbitration and not by court action, except as provided by California law for judicial review of arbitration proceedings. The arbitration shall be conducted in accordance with the rules of Judicial Arbitration Mediation Services, Inc. (JAMS). The parties to an arbitration may agree in writing to use different rules and/or arbitrators.

16. BILLING AND DOCUMENTATION: The Consultant shall invoice NMWD for "Regular Monthly Services" (Noted in Part 1 of Exhibit A) on a monthly basis and shall include a summary of work for which payment is requested. The invoice shall state the authorized contract limit, the amount of invoice and total amount billed to date. The summary shall include a narrative description of work accomplished, and an estimate of work completed to date. The Consultant

shall invoice NMWD for work performed under "Approved Ad Hoc Services" (Noted in Part 2 of Exhibit A) on a monthly basis or at the time each approved ad hoc service/project has been completed and shall include a summary of work for which payment is requested, the authorized amount of the, the amount of the invoice and a total amount billed to date.

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

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

**NORTH MARIN WATER DISTRICT
"NMWD"**

Dated: _____

Anthony Williams, General Manager

**KIOSK CREATIVE LLC
"CONSULTANT"**

Dated: _____

Claire Garvie, Chief Operating Officer

7



MEMORANDUM

To: Board of Directors
 From: Julie Blue, Auditor/Controller *JB*
 Subject: Proposed FY 25/26 Budgets Novato and West Marin Service Areas
T:\AC\Budget\FY-2025.26\Board Memos\Budget Review Memo June 3, 2025.docx

Date: June 3, 2025

RECOMMENDED ACTION: Information Only – Budget Review

FINANCIAL IMPACT: None at this time – Total \$36.8 Million Expenditure Plan
 Capital/Equipment/Debt Service - \$10.8 Million
 Operations - \$25.3 Million
 Transfers from Reserves & Non-Operating - \$0.7 Million

Budget Review

Attached for review are the fiscal year (FY) 25/26 Budgets for North Marin Water District (NMWD) which include Novato Water, Recycled Water (RW), West Marin Water (WM), and Oceana Marin Sewer (OM) (Attachment 1).

The Novato and RW service areas were evaluated as part of the 2024 Novato & Recycled Water Rate Study, which was accepted by the Board of Directors at the April 2, 2024 meeting. A Proposition 218 notice covering three years of rate increases was mailed to customers in 2024. In addition, a courtesy reminder of the upcoming rate increase was included in the Spring Waterline newsletter which was mailed to each customer. This budget cycle reflects the second of those three planned rate increases.

For the WM service area, the Board accepted the West Marin Water Rate Study on April 15, 2025. That study forms the basis for five years of proposed rate increases. A public hearing to consider the proposed rate increases will be held on June 17, 2025.

For the OM service area, the financial plan, including proposed rate increases, was reviewed by the Board at the April 15, 2025 meeting. The proposed FY 25/26 budget for OM, which supports those rate adjustments, is included with this memo.

The BOD also reviewed the FY 25/26 Capital Improvement Project (CIP) Budget in early May. The CIP Budget identifies \$4.6 million (net of loans and grants) and the Equipment Budget allocates \$1,033,000.

Budget/Rate Hearing Schedule

As listed in the budget/rate hearing schedule that follows, a public hearing will take place to consider the proposed rate increases for WM, and OM on June 17, 2025 at 4:00 pm. Announcement of the public hearings and details of the proposed rate increases were mailed out

to all WM and OM customers on May 1, 2025. The budget will be reviewed and refined if necessary prior to the next BOD's review when presented for approval at the June 17, 2025 Board meeting.

Date	Item	Review/Approve	Status	Service Area
April 2, 2024	Novato & Recycled Water Rate Study	Accept	Complete	Novato/RW
April 15, 2025	West Marin Water Rate Study	Accept	Complete	Novato/RW
April 2	Financial Plan Update	Approve	Complete	OM
May 1	Prop 218 Notices Sent to Customers	N/A	Complete	WM/OM
May 6	Capital Improvement Project Plan Update	Review Only	Complete	Novato/RW/WM/OM
June 3	Operations & Maintenance and Capital Budget - District Wide	Review Only	Current	Novato/RW/WM/OM
June 17	Public Hearings for Rate Increases		Upcoming	WM/OM
June 17	Operations & Maintenance and Capital Budget – District Wide		Upcoming	Novato/RW/WM/OM

ATTACHMENTS:

1. FY 25/26 Budgets Novato & West Marin Service Areas
2. FY 25/26 Budgets Novato & West Marin Service Areas Presentation



Draft
June 3, 2025

Budgets

Novato & West Marin Service Areas
Fiscal Year 2025 – 2026



**NORTH MARIN
WATER DISTRICT**

Introduction:

This document contains the fiscal year 2025/2026 (FY 25/26) budgets for North Marin Water District's various enterprise service areas located in Marin County, covering 100 square miles as listed below.

- Potable Water Service: Treatment, Transmission, Distribution, and Fire Services.
Novato
West Marin (Point Reyes Station, Inverness Park, Olema, Bear Valley, Silver Hills & Paradise Ranch Estates)
- Recycled Water Treatment, Transmission and Distribution:
Novato
- Sewage Collection, Treatment & Reuse/Disposal:
Oceana Marin

Accompanying the operating budgets are capital improvement project and equipment expenditures for the fiscal year. Questions regarding these budgets may be directed to Julie Blue, Auditor-Controller, at jblue@nmwd.com or 415-761-8950.

Mission Statement:

Our mission is to meet the expectations of our customers in providing potable and recycled water and sewer services that are reliable, high-quality, environmentally responsible, and reasonably priced.

Vision Statement:

We strive to optimize the value of services we provide to our customers and continually seek new ways to enhance efficiency and promote worker and customer engagement and satisfaction.



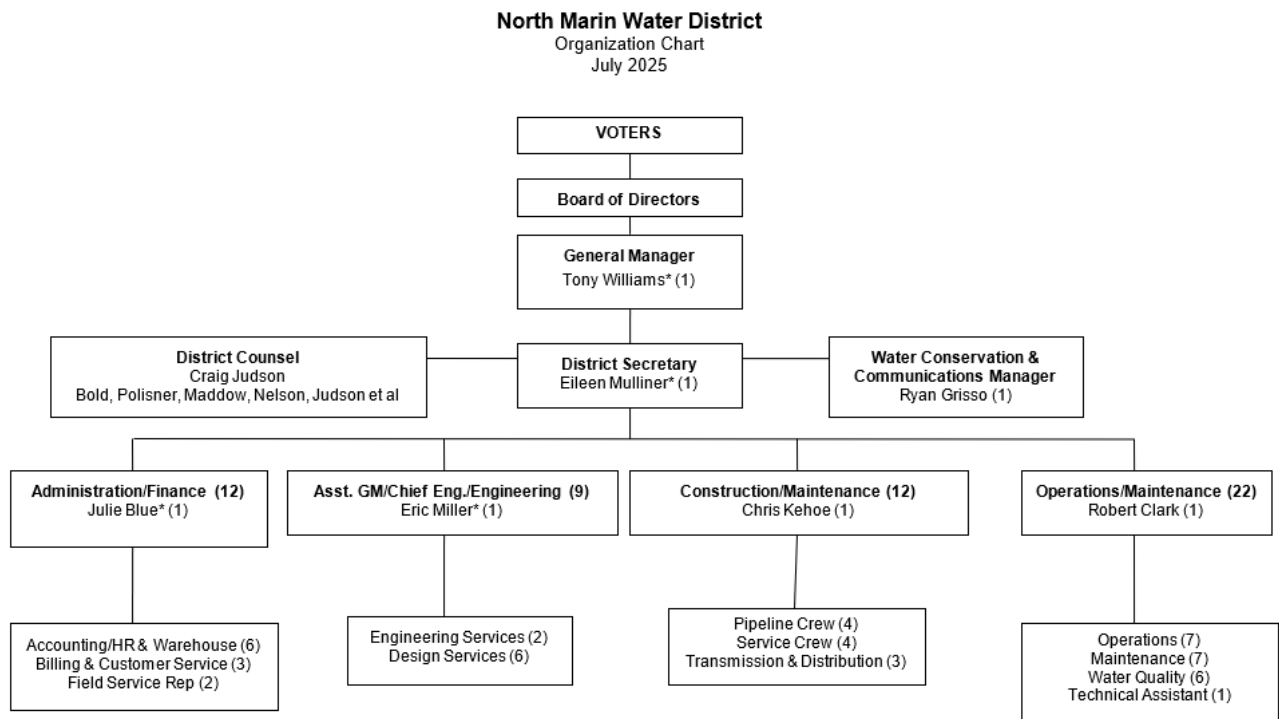
Stafford Lake

Organization Information:

North Marin Water District is a Special District formed by voter approval in 1948 pursuant to the provisions of the County Water District Law (Water Code – Division 12). The District is governed by a five-member Board of Directors, elected for four-year terms by division from within the District's service area. The current Board of Directors are as follows:

- Michael Joly (Division 3), President
- Ken Eichstaedt (Division 1), Vice President
- Jack Baker (Division 2)
- Rick Fraites (Division 5)
- Stephen Petterle (Division 4)

Day to day operations are led by General Manager, Tony Williams. There are four departments and 59 budgeted full-time employees, as shown in the organization chart below.



*Also serves as District officer

North Marin Water District Boundary Map

- Marin County
- North Marin Water District Service Boundary
- No services provided/available



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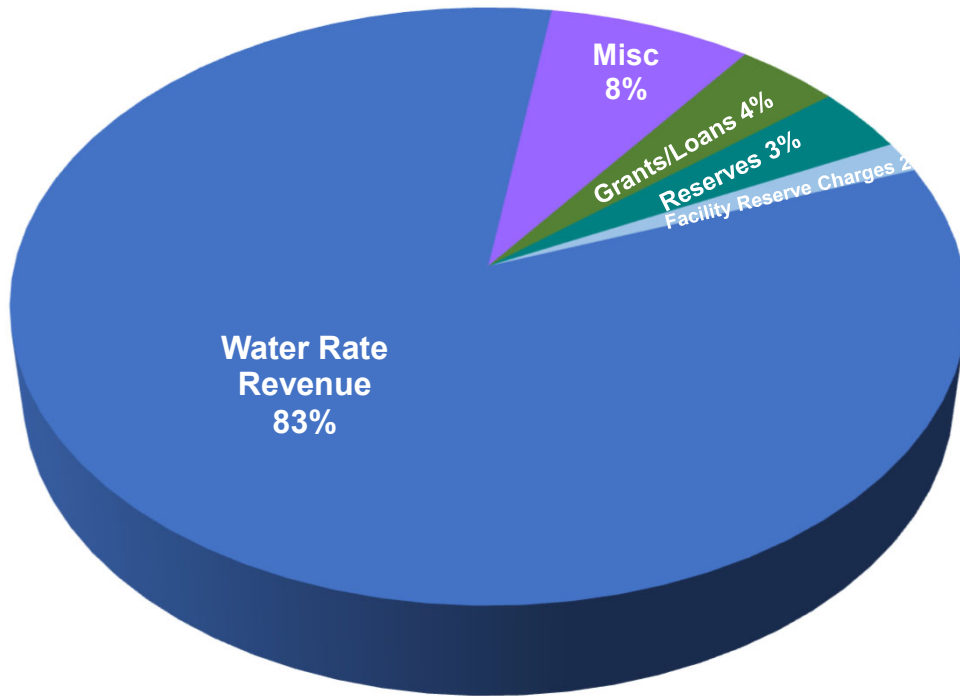
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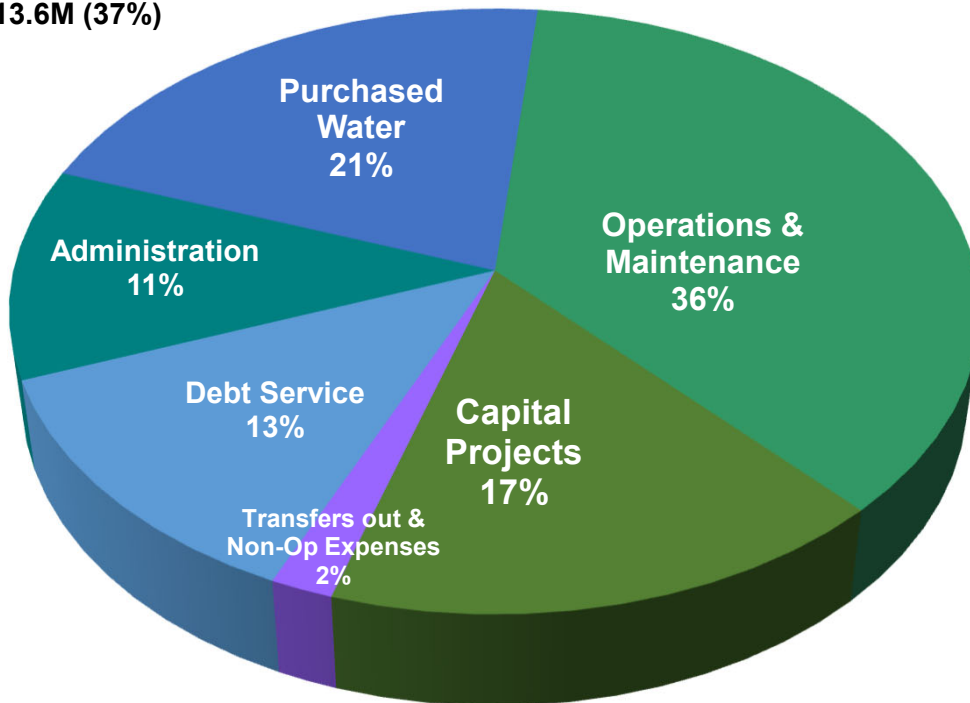
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NORTH MARIN WATER DISTRICT
FY25/26 DRAFT BUDGET - ALL SERVICE AREAS COMBINED
SOURCES = \$36,794,000



Labor = \$13.6M (37%)

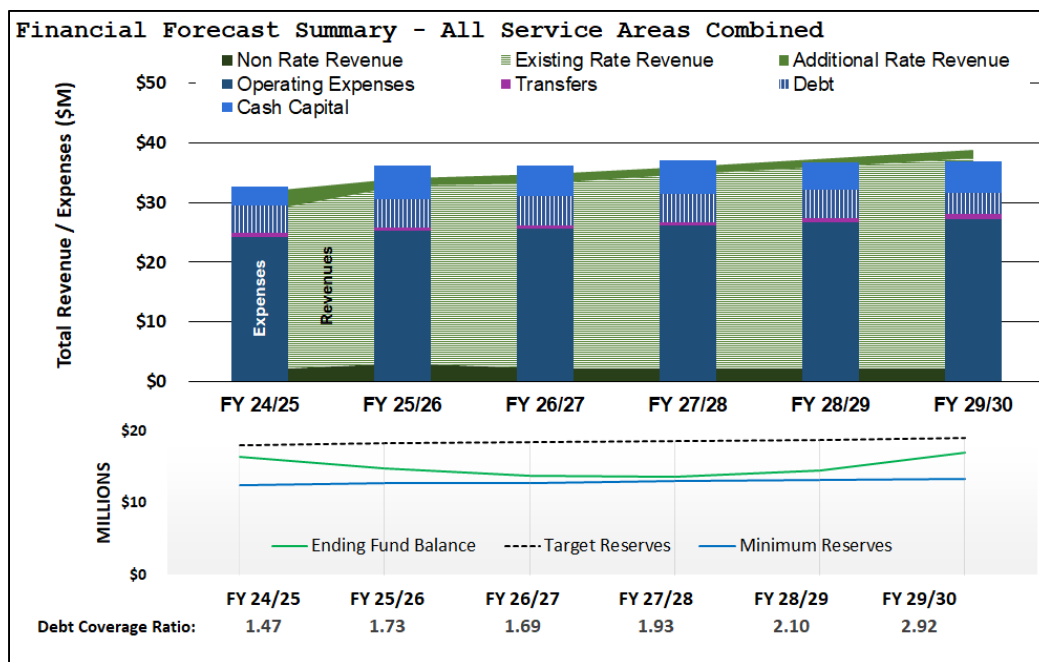


USES = \$36,794,000

Excludes Depreciation Expense & Developer Funded Costs

Summary

The \$36.8 million consolidated Fiscal Year (FY) 25/26 budget projects operating revenue of \$31.4 million and a net operating revenue of \$6.1 million. The budget incorporates \$4.6 million in internally funded capital improvement projects and \$7.7 million in water purchases. After payment of \$4.5 million in debt service, the consolidated budget projects a decrease in cash for the fiscal year of \$1.3 million. The chart below shows that the North Marin Water District's financial plan will maintain sufficient cash reserves aiming towards the designated targets and remaining above the minimum level, while sustaining a strong debt service coverage ratio of 1.73.



Novato Water

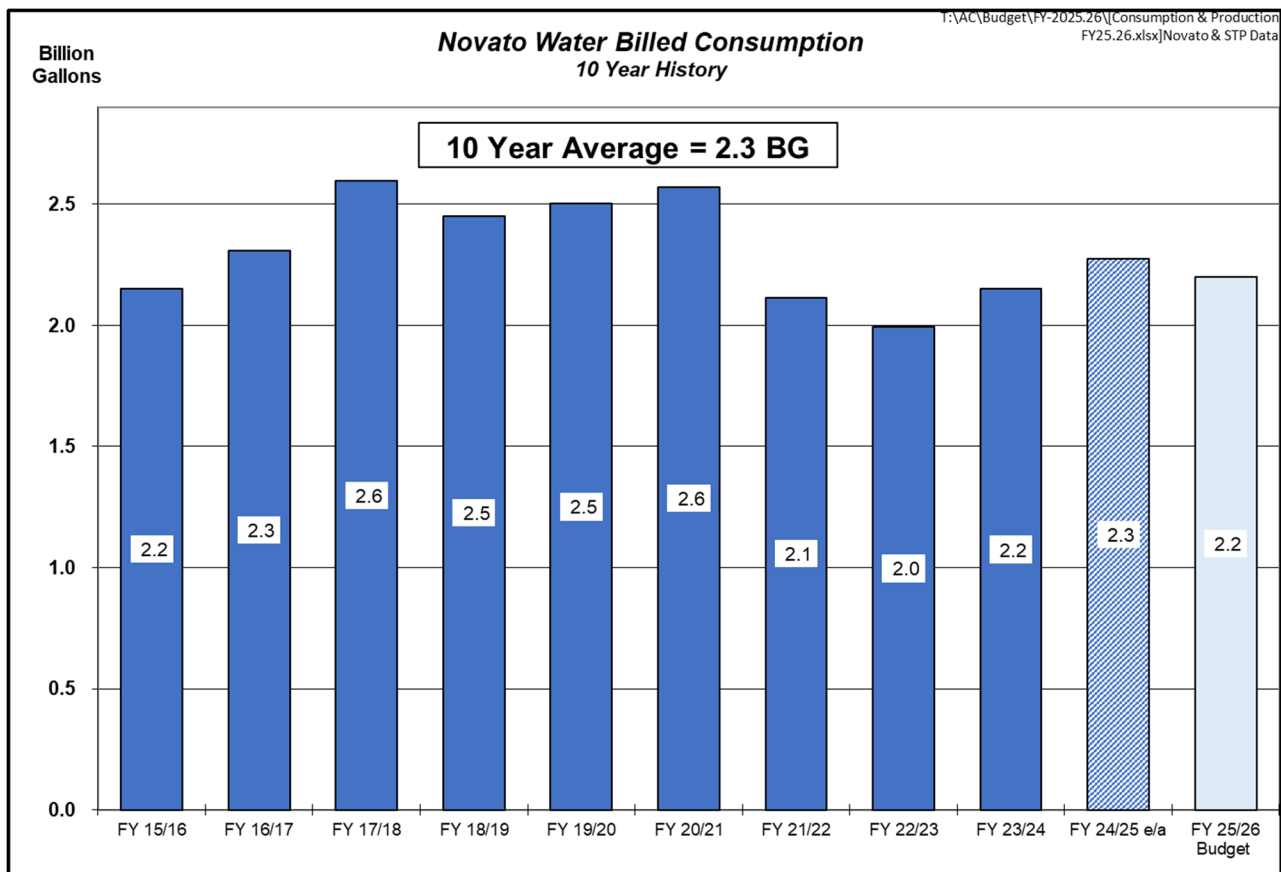
The Novato Potable Water System budget projects a \$1.4 million cash decrease over the fiscal year. The FY 25/26 budget and updated five-year financial plan are aligned with the Board approved 2024 Novato and Recycled Water Rate Study. Total budget outlay is projected at \$31.7 million (including \$23.2 million in operating expenditures, \$3.7 million in capital spending, and \$3.3 million in debt service) which is \$2M (7%) higher than the FY 24/25 budget.

Operating Revenue

Water Rate Revenue - A 6% rate increase, effective July 1, 2025, was considered by the Board of Directors as part of the 2024 Novato and Recycled Water Rate Study. A Proposition 218 notice covering three years of rate increases was mailed to customers in 2024. This budget cycle reflects the second of those three planned rate increases. Additionally, a pass-through charge of \$0.01 per 1,000 gallons will be added to tier 1 usage to account for a 6.3% increase from Sonoma Water, Novato Water's primary supplier. The \$0.01 per 1,000 gallons tier 1 pass-through charge is projected to generate approximately \$28,000 in annual revenue, offsetting the increased cost of water from Sonoma Water.

Water consumption is budgeted at 2.2 billion gallons (BG) which is 1 million gallons higher than the FY 24/25 budget. While this is a slight increase from the prior year, it is a conservative estimate given the current environmental and economic conditions where historical trends are less predictive of future outcomes. The 6% rate increase, effective July 1, 2025 is projected to increase revenues by approximately \$1.6 million but is highly dependent on water consumption volumes.

The following chart shows a 10-year history of billed consumption for the Novato Potable Water System.



Other Operating Revenue – The wheeling charge to Marin Municipal Water District is budgeted at \$123,000. This is based on the average revenue collected in the past five years. Miscellaneous Operating Revenue of \$305,000, from various sources, includes turn on and new account charges, hydrant meter installation and removal, lab services provided to other agencies, and backflow charges for testing and maintenance.

Operating Expenditures

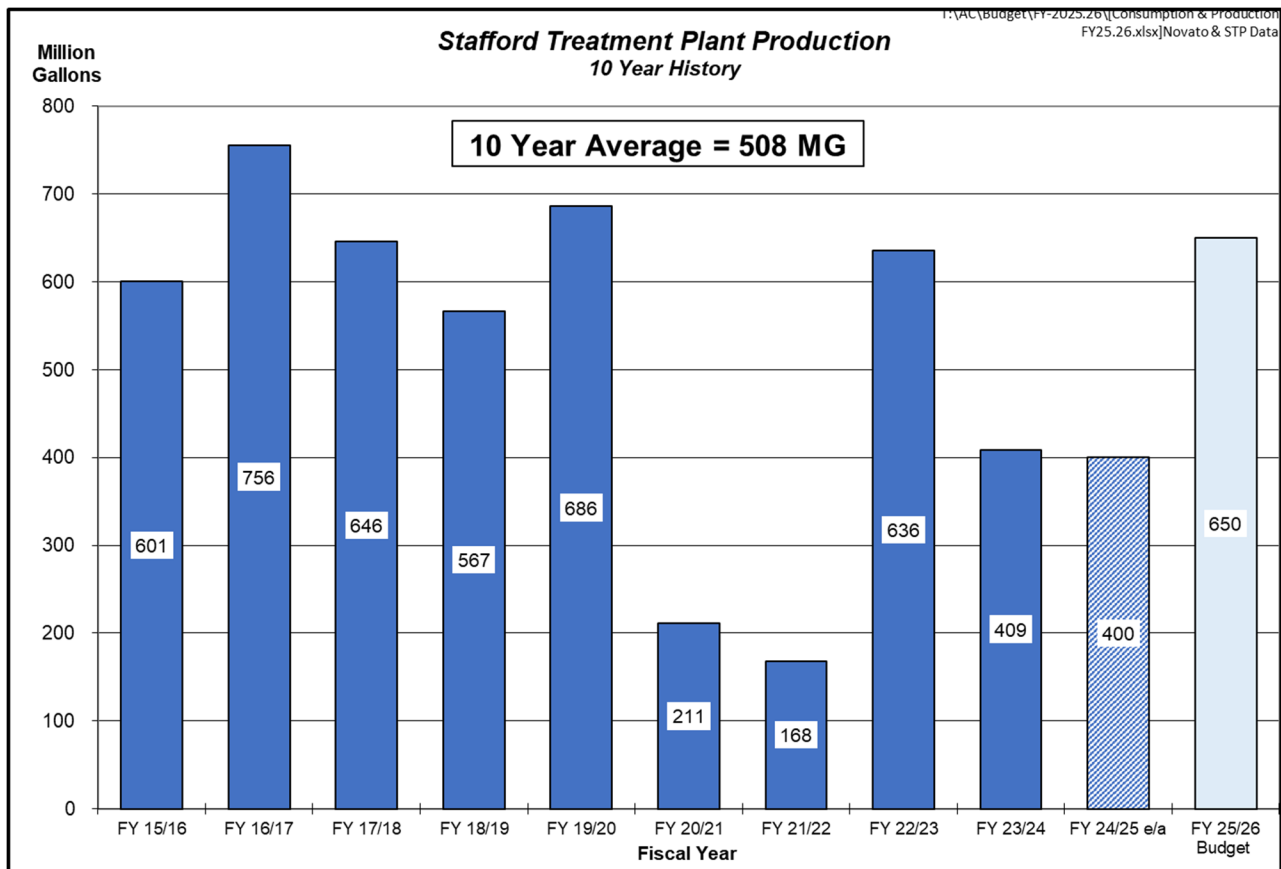
Operating expenses are budgeted to increase 5.5% or \$814,000 from the FY 24/25 budget. The increase is primarily due to inflation adjustments, insurance costs, regulatory costs and personnel costs. Some operational costs, such as electrical costs and chemicals for water treatment, are variable and dependent on the volume of water produced while many other expenses such as salaries, benefits, general liability insurance, and other administrative costs are fixed. More details are outlined in this budget report.

Source of Supply – The purchase price of water from Sonoma Water (SW) (also known as Sonoma County Water Agency) is scheduled to increase by 6.3% in FY 25/26. This change will result in a cost per million gallons (MG) of \$4,519 for FY 25/26 versus \$4,251 per MG for FY 24/25 and is estimated to increase the cost to purchase water by \$420,000. The budget and financial forecast incorporate the implementation of a pass-through provision where the District is authorized to pass-through the costs associated with increases in the SW wholesale water rate in FY 25/26 and FY 26/27.

To offset the higher cost, a \$0.01 per 1,000 gallons pass-through charge will be applied to tier 1 usage. When combined with the planned 6% rate increase effective July 1, 2025, this results in a total increase of approximately 6.2% for tier 1 rates. All other rates will reflect the standard 6% increase. The \$0.01 tier 1 charge is projected to generate approximately \$28,000 in additional revenue and is specifically intended to offset the increased cost of purchased water from SW.

Stafford Treatment Plant (STP) Water Production – STP water production is projected at 650 MG in FY 25/26, which is above the 10-year average of 508 MG. Actual production may vary depending on seasonal conditions. The cost to produce water at this level may be higher or lower than purchasing from Sonoma Water (SW), depending on operational factors and actual production volumes.

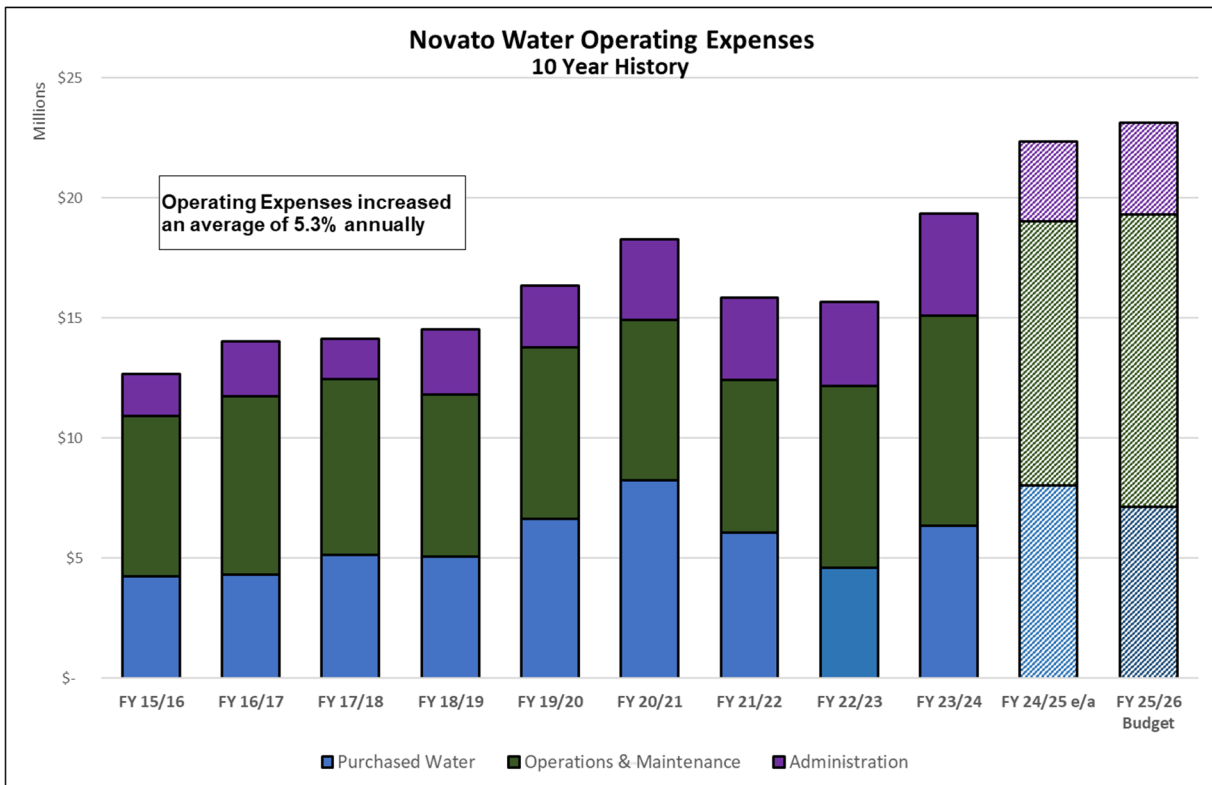
Regardless of cost fluctuations, continued operation of the STP treatment plant is important to maintain local supply reliability, support emergency preparedness, and allow for maintenance of the SW transmission system. Increased production also lowers the cost per million gallons due to economies of scale.



Other Operations & Maintenance Expenses –

- Operations & Maintenance (O&M) expenses are generally increasing by approximately 3% annually due to inflationary adjustments. In addition, tariffs are contributing to higher material costs, and supply chain disruptions are resulting in longer lead times for critical components and equipment.
- Salaries and Benefits (All Service Areas) are budgeted to increase approximately \$208,000 due to a 2.25% Cost of Living Adjustment (COLA), effective July 1, 2025. Personnel expenses are discussed in more detail in the next section of this budget document.
- Electric Power is budgeted at \$860,000, representing an increase of \$160,000 (23%) over the prior year's budget, in alignment with anticipated electric power costs. The increase is primarily due to changes in PG&E rate structures and the need to navigate time-of-use charges.
- Studies and Special Projects are budgeted at \$507,000 which is \$228,000 (48%) lower than the prior year's budget. Included in this expense is the finalization of the Novato Water Master Plan, the Emergency Operations Response Plan, and the Urban Water Management Plan.
- Insurance Premiums and Claims are budgeted at \$341,000 which is an increase of \$59,000 (21%) from the prior year's budget and align with expected insurance premium and claim costs.
- Dues, Memberships & Software Subscriptions are budgeted at \$321,000 which is an increase of \$26,000 (9%) from the prior year's budget. This category of expenses is primarily comprised of annual software subscriptions for meter reading and WaterSmart, asset management, ArcGIS, accounting and timekeeping programs. Some of the annual memberships include the Association of CA Water Agencies (ACWA), County of Marin Local Agency Formation Commission (LAFCo), Marin Map, North Bay Watershed Association (NBWA), American Water Works Association (AWWA), North Bay Water Reuse Authority (NBWRA) and the Center for Western Weather & Water Extremes Water Affiliates Group. The increase is due to known and estimated increases to software subscriptions, including the FY 25/26 upgrade to Microsoft 365 which will cost approximately \$12,000 annually.
- Permit and Regulatory Fees are budgeted at \$172,000 which is an increase of \$21,000 (14%) from the prior year's budget. This category of expenses includes (but is not limited to) annual program fees, permits, and the lab accreditation program to the State Water Resources Control Board (SWRCB) and the Department of Water Resources (DWR). These fees allow operations of the District's water systems, lab, and dam. The increase is based on actual invoices received for the next fiscal year and estimates based on prior year's average increases.
- Maintenance Activities are budgeted to increase by \$70,000 to support landscaping, HVAC systems, lighting, locksmith services and security support, reflecting ongoing efforts to maintain facility conditions and ensure operational safety.

The following chart shows the past 10-years of operating expenses for Novato Water. The average increase to actual expenses is 5.3%.



Personnel Costs (All Service Areas) - The budget includes a staffing level of 59 full-time equivalent (FTE) employees. See the staffing position allocation schedule included in this budget document. This reflects an increase of one FTE, the specific position will be determined based on the District's strategic plan, currently under development. Salaries and benefits represent 37% of the District's total budget.

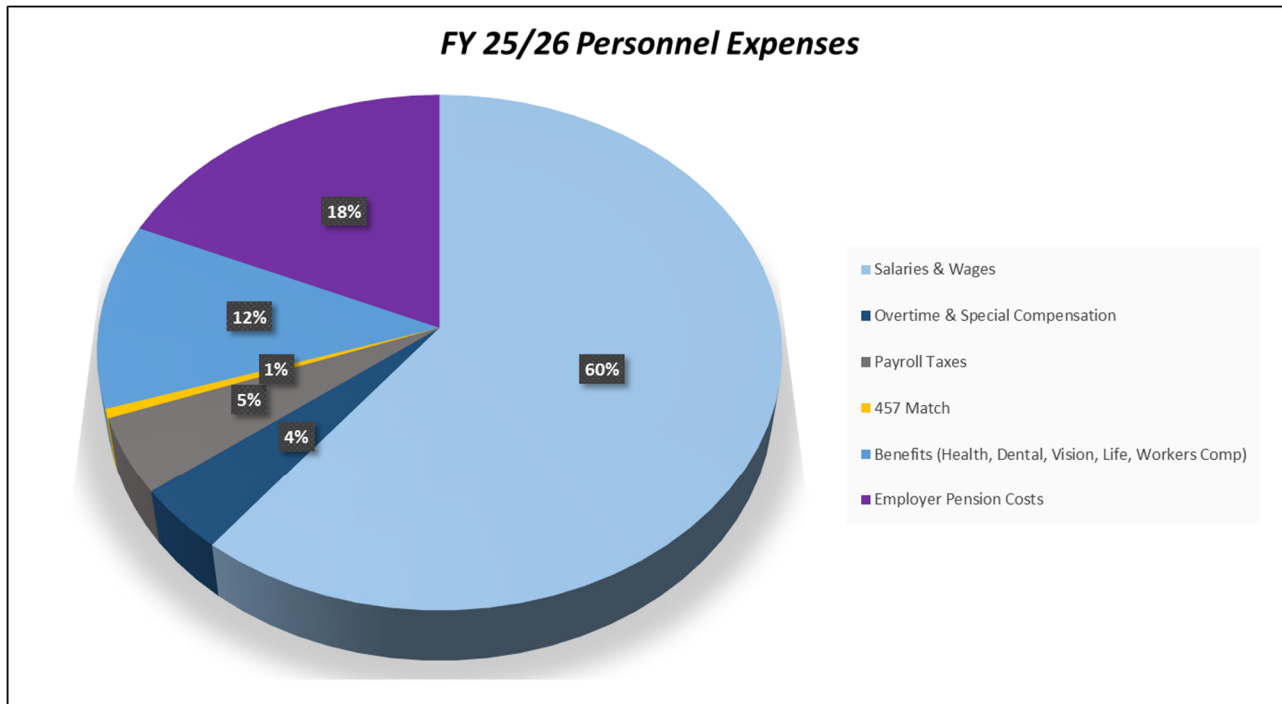
The District entered into a four-year nine-month Memorandum of Understanding (MOU) with the Employee Association (EA), approved by the Board of Directors in January 2024. The approved contract will expire on June 30, 2028.

In the FY 25/26 Budget the following changes are incorporated:

- Group Health Insurance (medical, dental & vision) increased 7.5%. Over the past three years, health insurance costs have increased by an average of 7.7% annually. The budget assumes a 7.7% increase for health insurance, while dental and vision are scheduled to remain unchanged.
- Workers Compensation Insurance is budgeted to decrease 7.3% based on estimated payroll and actual premiums provided by the District's insurance carrier, Zenith.
- Cost of Living Adjustment (COLA) is a 2.25% increase to base salaries, effective 7/1/2025. This adjustment is based on the 1.3% consumer price index (CPI) (subject to a 2.25% minimum per the MOU) as measured by the CPI-U San Francisco on April 30, 2025.
- CalPERS Retirement Contributions, including the unfunded liability, are budgeted at 32.6% of employee earnings, a slight increase from the prior year. When applied to the

FY 25/26 budgeted earnings this equates to an estimated \$308,000 increase in annual pension expense. For context, the average rate in the five prior years was 28.7% of salaries. Any increases in pension expense has a compounding impact when combined with the annual cost of living adjustments (COLAs).

In summary the District's total labor cost is 60% for salaries and wages and 40% for benefits, as shown in the below graph.



Non-Operating Revenue –

Facility Reserve Charge (FRC) revenue is budgeted in FY 25/26 at \$595,000. FRC revenue of \$150,000 for 5 Equivalent Dwelling Units (EDUs) is estimated to be collected in FY 24/25. The annual average connections have been 42 EDUs (FY 20/21 through FY 24/25). Included in the projections is annual FRC revenue equivalent to 21 EDUs or about half of the actual five-year average.

Marin Municipal Water District (MMWD) will pay the annual fixed Aqueduct Energy Efficiency Project (AEEP) capital contribution of \$205,000 (\$170,000 in principal and \$35,000 in interest) in accordance with the terms of the 2014 Interconnection Agreement. Additional non-operating revenue of \$697,000 is comprised of interest earnings, property tax revenue, and rental income. Included in the five-year financial forecast (FY 25/26) is revenue of \$800,000 for sale of the District owned house, located on Giacomini Road in Pt. Reyes.

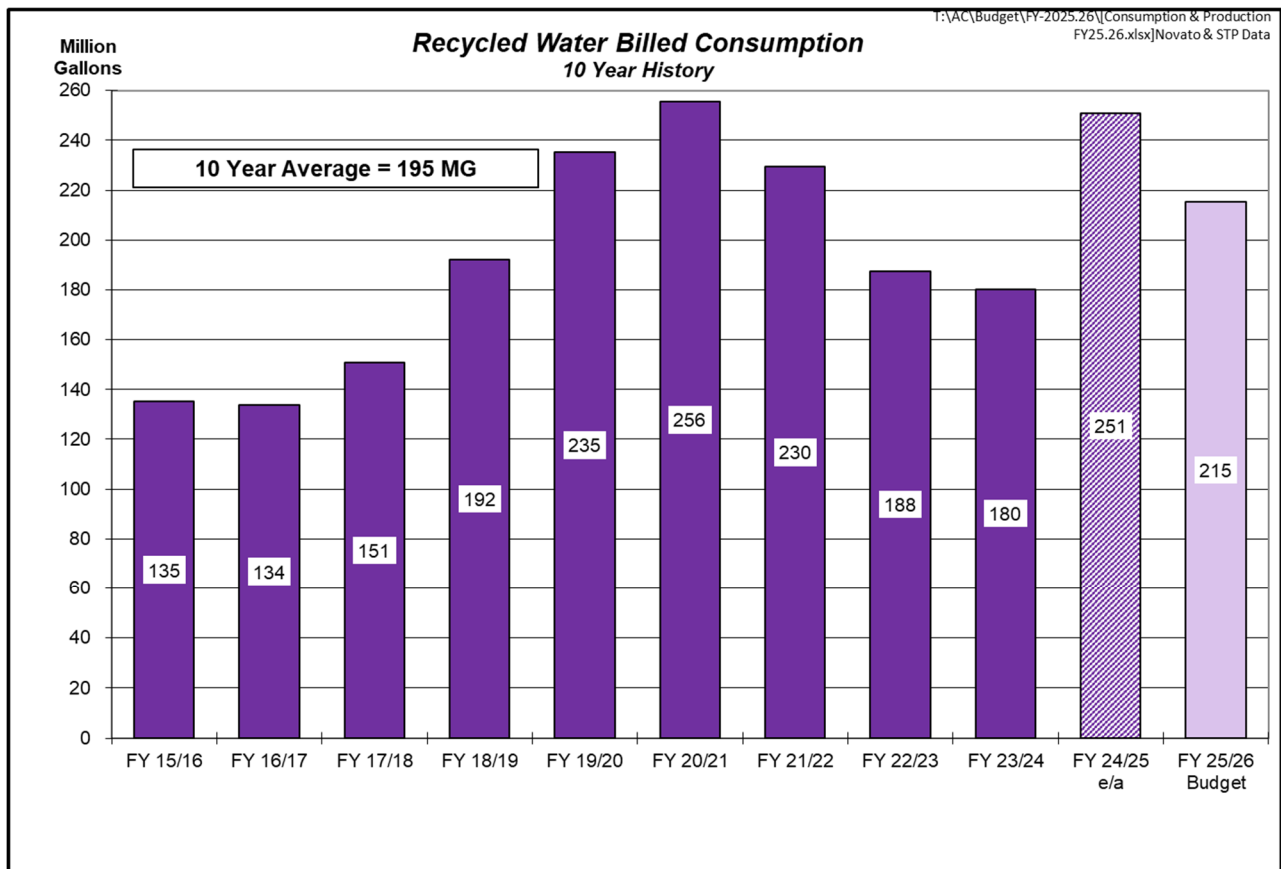
Non-Operating Expenses –

Miscellaneous expenses of \$16,000 are for costs related to the lease of temporary lab space while final certification of the upgraded laboratory is obtained.

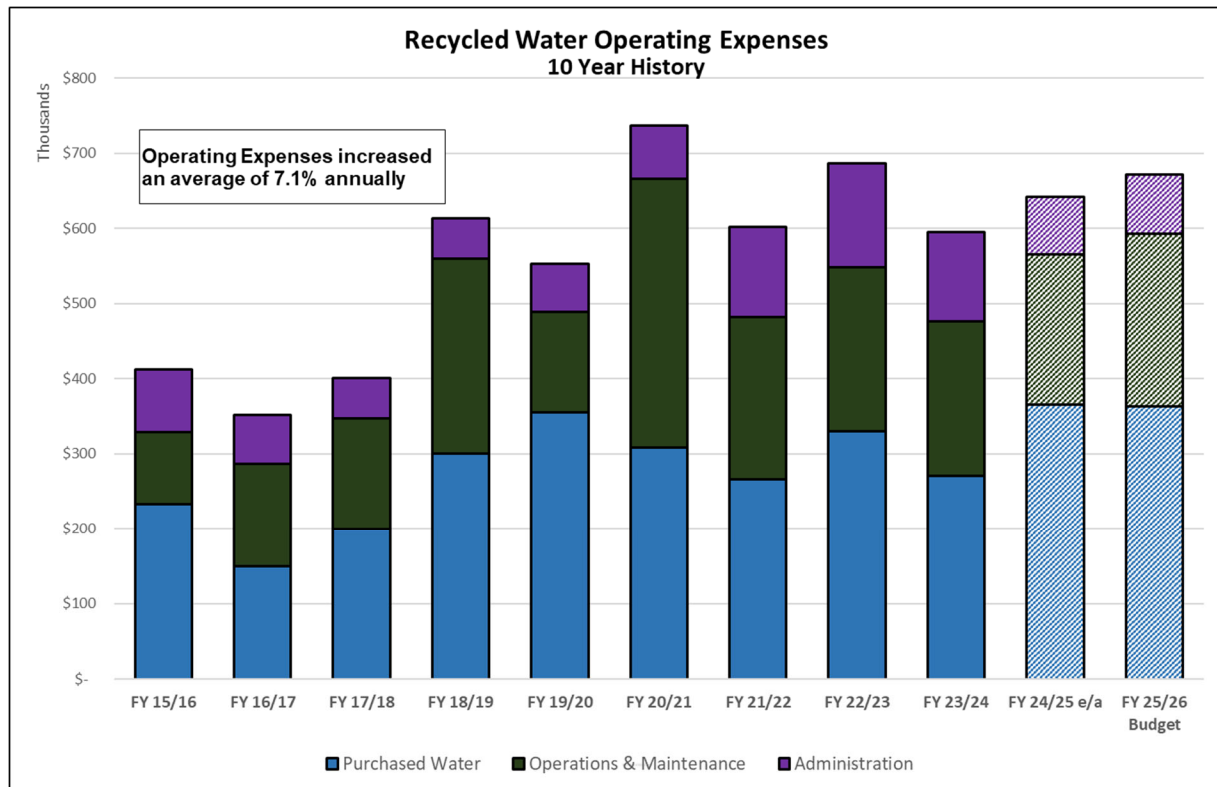
Recycled Water

The FY 25/26 Recycled Water (RW) System Budget projects demand of 215 MG which is slightly higher than the five-year estimated average consumption for the period of FY 20/21 through FY 24/25. Forecasted demand is unknown and conservatively the five-year forecast projects ongoing demand of 215 MG, which is lower than the actual 5-year average of 218 MG. The below chart shows RW consumption over a ten-year period. Consistent with the 2024 Novato and Recycled Water Rate Study recommendation, a rate increase of 6% (effective July 1, 2025) was incorporated into the FY 25/26 Budget. The increase is projected to generate \$105,000 in additional revenue next fiscal year.

The budget projects net operating revenue of \$1,203,000 and, after capital outlay and debt service, the system is projected to show a cash increase for the year of \$140,000.



Operating expenses are budgeted to increase approximately 4.5% (\$29,000) from the prior year's budget, primarily due to inflation – see below chart for 10-year history. The FY 24/25 budget includes the purchase of 161 MG (\$303,000) of treated water from Novato Sanitary District (NSD), and 54 MG (\$60,000) from Las Gallinas Valley Sanitary District (LGVSD).



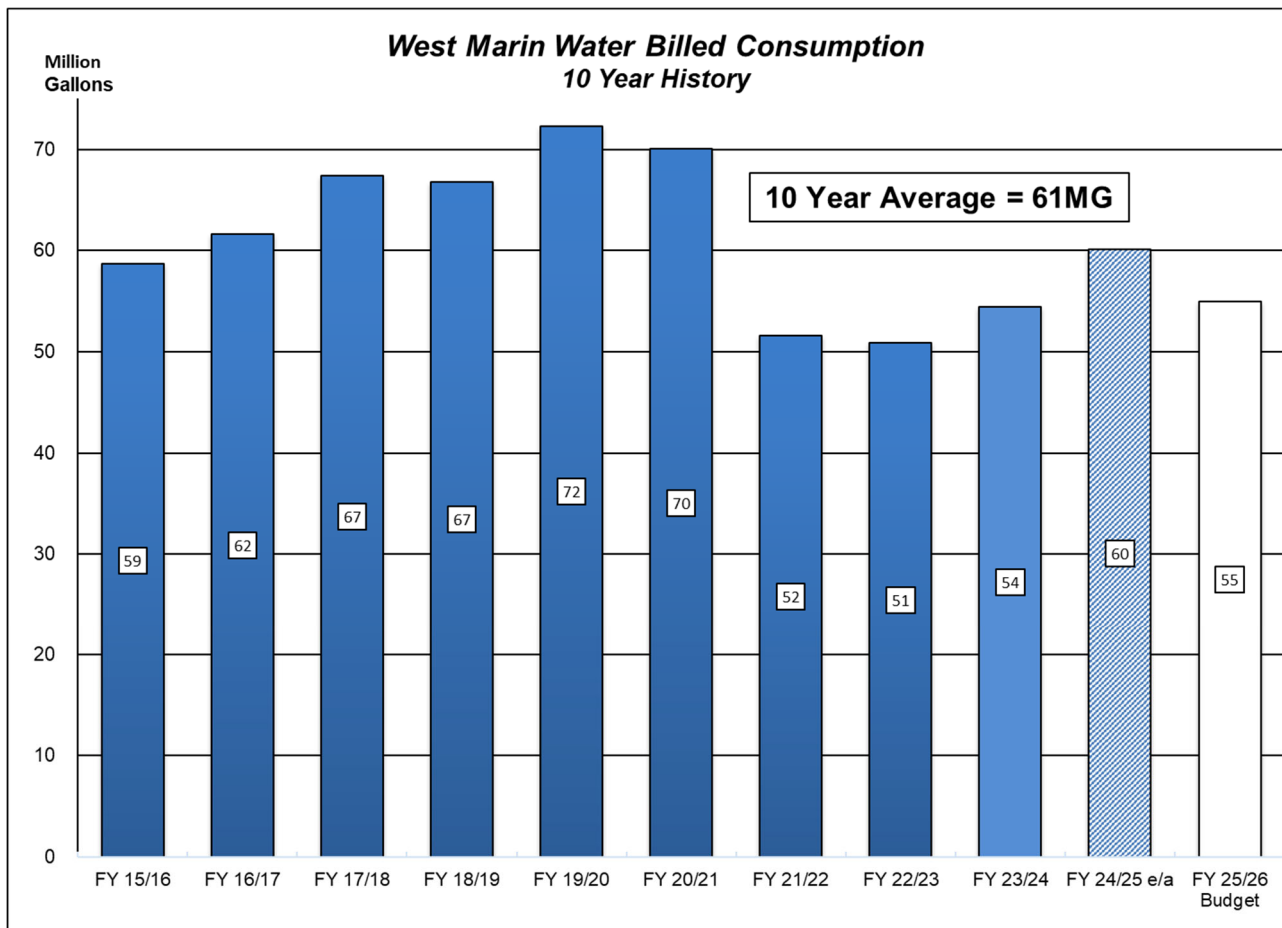
Agreements with NSD and LGVSD allocate net operating revenues to a reserve fund titled Capital Replacement and Expansion Fund. These funds are allocated to each agency, including NMWD, and are designated for CIP related projects for the individual RW systems. Since the net revenues are allocated, by agreement for this specific purpose, Facility Reserve Charges from the Novato potable water system are transferred annually to cover the cost of RW debt service. The FY 25/26 RW budget transfers for the cost of debt service is budgeted at \$484,000.

There are no major RW capital projects scheduled for FY 25/26. A contingency of \$100,000 is included in the budget in case a project is identified during the year, to be financed through the Capital Replacement and Expansion Fund Reserve.

West Marin Water

Incorporated in the West Marin Water budget is a 19% rate increase, effective July 1, 2025. The rate increase aligns with the Board accepted 2025 West Marin Water Rate Study. The increase will be reviewed by the Board of Directors at a public hearing to occur on June 17, 2025 and is projected to generate \$207,000 in additional revenue next fiscal year. One FRC is budgeted, every other year, in the five-year forecast, and there is one Facility Reserve Charge (FRC) budgeted for FY 25/26.

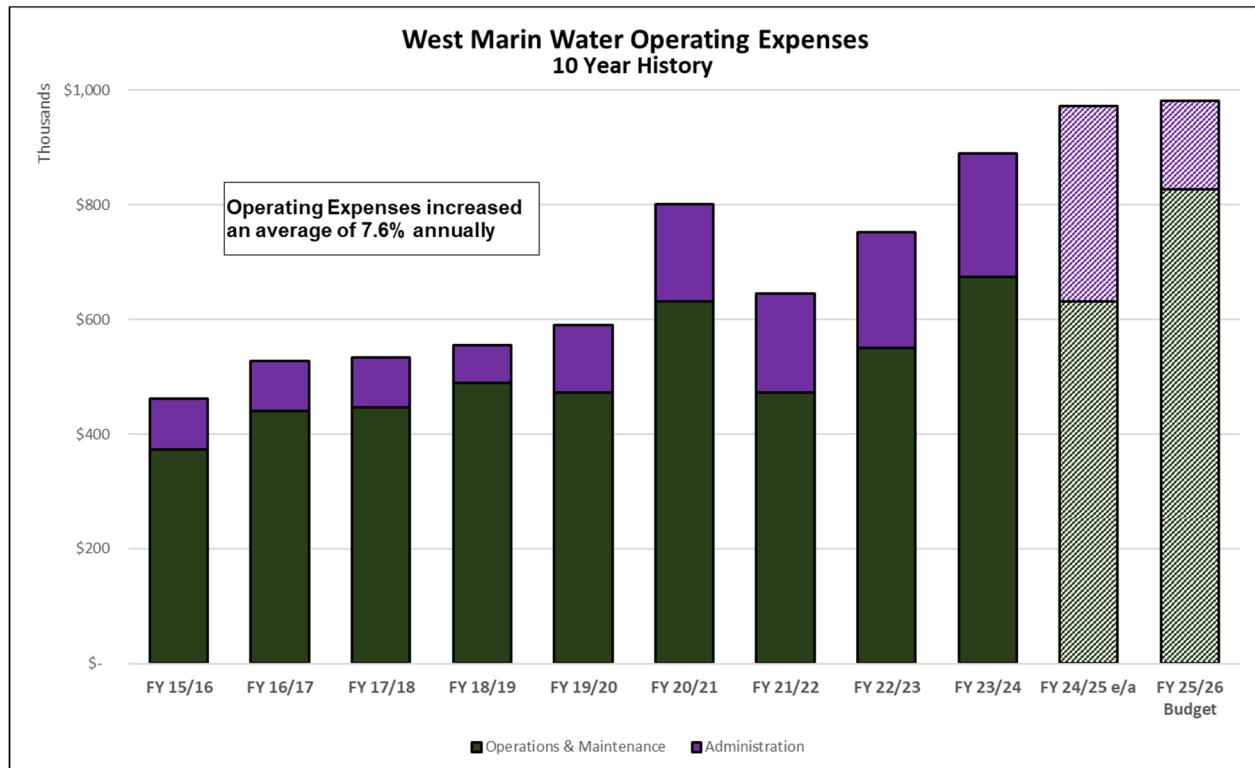
FY 25/26 water consumption is budgeted at 55 MG and is based on the three-year estimated average consumption (FY 22/23 through FY 24/25). The projections for outlying years are forecasted at 55 MG, which is below the actual ten-year average of 61 MG (see the below chart). Similar to Novato Potable water, the water consumption estimate is conservative given the present environmental and economic conditions. Historical trends have become less reliable as indicators of future outcomes.



WM operating expenditures are budgeted at \$1,029,000 which is \$57,000 higher or 5.9% more than the FY 24/25 adopted budget. The increase is primarily due to inflation and the inclusion of a Master Plan and Resiliency Study (\$75,000) in FY 25/26.

The budget projects net operating revenue of \$248,000 and, after capital outlay and debt service, the system is projected to show a cash increase for the year of \$93,000.

The below chart shows the past 10-years of operating expenses for West Marin Water.

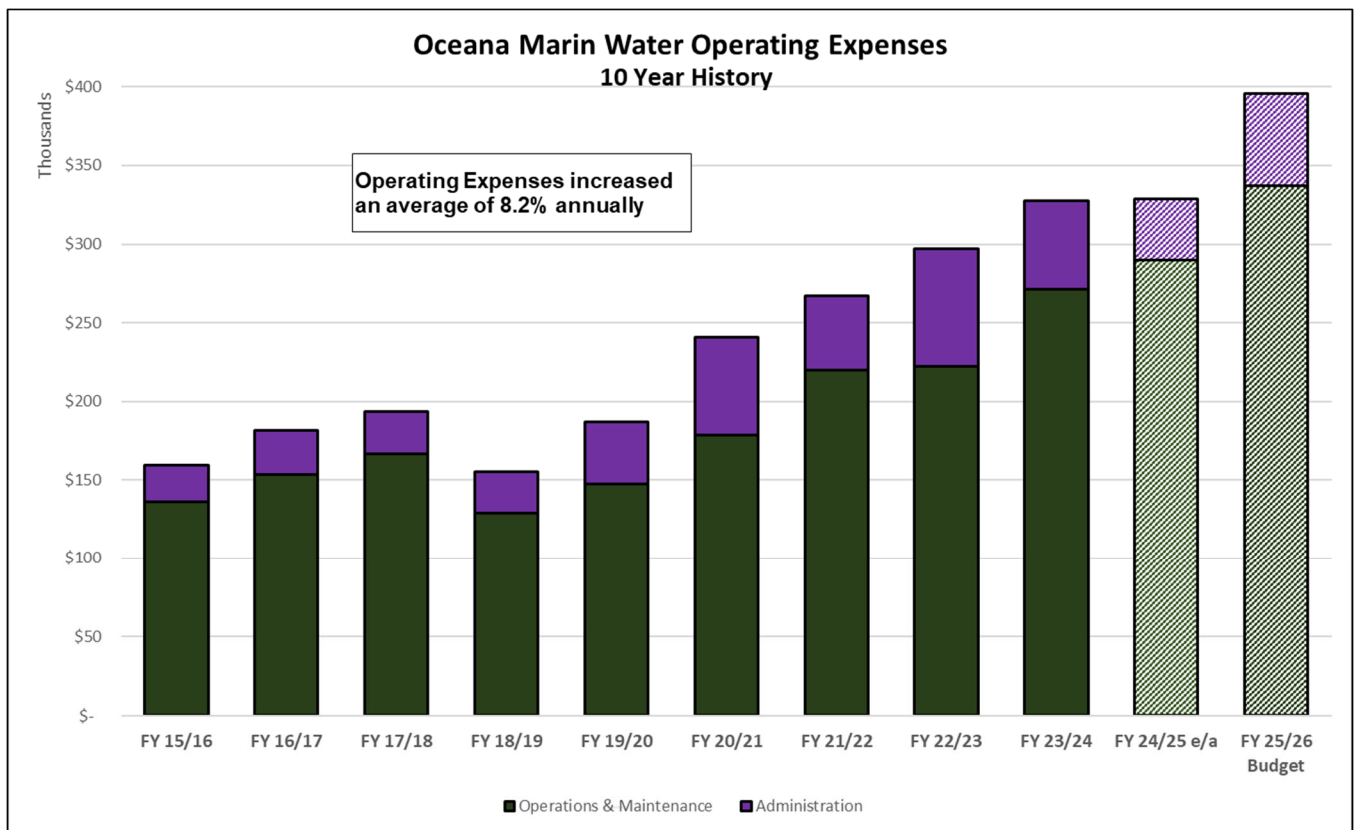


Oceana Marin Sewer

An 8% rate increase (to \$1,572/year) in the Oceana Marin (OM) Sewer Service Charge effective July 1, 2025, will generate \$30,000 in additional annual revenue. The increase will be reviewed by the Board of Directors at a public hearing which will occur on June 17, 2025. The budget projects a new connection every other year, with no new connection fees budgeted in FY 25/26.

FY 25/26 OM operating expenditures are budgeted at \$427,000 which is an increase of \$103,000 or 32% from the FY 24/25 budget. The increase is primarily due to \$50,000 budgeted in FY 25/26 to facilitate an update to the Master Plan. This update will reassess the assumptions and projections within the current plan to ensure their alignment with the changing and aging infrastructure needs of the Oceana Marin Sewer System. Additionally, Infiltration repair is scheduled annually and is projected to cost \$35,000-\$40,000 per year, previously included in the CIP section of the budget. The budget projects a net operating loss of \$50,000 and, after capital outlay and debt service, the system is projected to show a cash decrease for the year of \$141,000.

The below chart shows the past 10-years of operating expense for Oceana Marin Sewer.



Capital Improvement Project Budget (CIP)

The Fiscal Year 25/26 Capital Improvement Project (CIP) budget includes projects recommended for Novato Water, Recycled Water, West Marin Water, and Oceana Marin Sewer. The District continues to invest in CIP projects within all service areas. These investments benefit our customers by ensuring the system's fire protection capabilities, potable and recycled water supplies, and treatment of both water and wastewater are fully functional. By committing financial resources to replacement and upgrades of aging infrastructure, the District is able to prevent unexpected failures in the future. Using a preventative maintenance approach is a form of asset management that looks beyond replacing infrastructure in a "worst first" methodology (typically the oldest infrastructure), but rather it considers life-cycle costs and leverages opportunities to execute project costs effectively incorporating economies of scales.

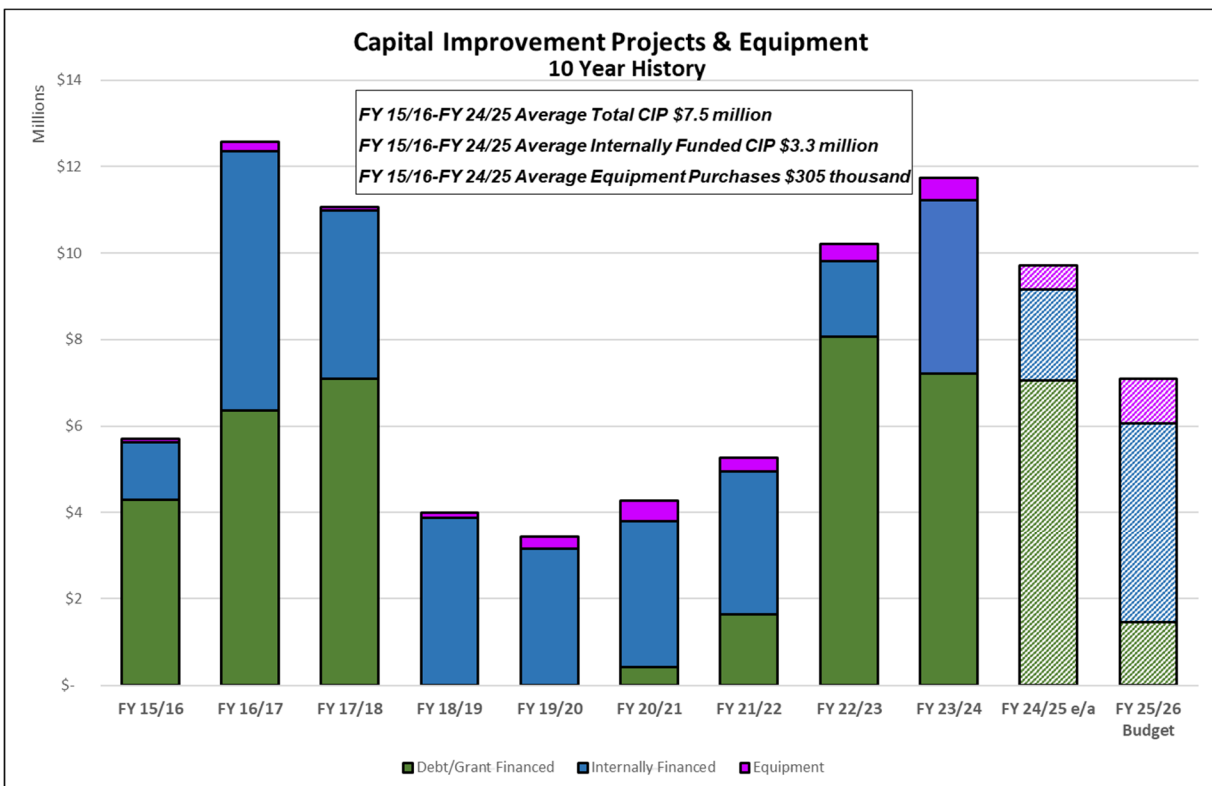
The below table identifies significant projects (totaling over \$500,000 or more) to be undertaken over the next five fiscal years. The table also includes the total cost of the projects, which adds all costs occurring within and outside of the five-year forecast period.

Project	FY25/26	FY26/27	FY27/28 thru FY 29/30	Total Project Costs
Novato Blvd. Widening - Diablo to Grant (4,100 LF)	\$1,200,000	\$2,000,000	\$500,000	\$ 3,735,000
San Mateo Tank Transmission Main	1,650,000	-	-	1,682,000
Lynwood Pump Station Replacement	300,000	700,000	9,000,000	10,094,000
Lagunitas Creek Bridge Pipe Replacement (West Marin)	750,000	500,000	-	1,250,000
Pipeline Resiliency Improvements - ('25 Master Plan)	200,000	200,000	600,000	1,000,000
Gateway Commons - Backflow Prevention	60,000	60,000	750,000	870,000
Gallagher Well #3 (West Marin)	100,000	400,000	1,000,000	1,500,000
Water Supply Enhancement - Spillway ASG	50,000	250,000	250,000	565,000
Olema Creek Bridge Pipe Replacement (County)	25,000	75,000	1,275,000	1,375,000
Stafford Lake Park Service Line	-	500,000	500,000	1,000,000
Pipeline Replacement - ('25 Master Plan)	-	-	1,500,000	1,500,000
Other Projects	1,735,000	1,995,000	3,560,000	N/A
Gross Project Outlay	\$6,070,000	\$6,680,000	\$18,935,000	\$24,571,000
Less Loan/Grant Funding	(1,455,000)	(2,115,000)	(4,500,000)	(8,070,000)
Net Project Outlay (internally funded)	\$4,615,000	\$4,565,000	\$14,435,000	\$16,501,000

Below is a two-year summary of the total cost and number of capital projects, by service area, that are funded through pay as you go (Pay-go) financing. Pay-go capital financing matches the rate revenue generated during the fiscal year with the budgeted CIP. This enables the projects to be completed incrementally and reduces reliance on debt. The CIP budget includes 37 projects in FY 25/26 and 27 projects in FY 26/27. This comprehensive plan is developed to confirm that adequate funding and staffing exists to accomplish the budgeted projects planned for FY 25/26. Novato Potable Water's CIP expenditure plan, when viewed over the current fiscal year and the next five years, averages \$4.6 million annually in internally funded projects, and West Marin Water's CIP expenditure plan, averages \$90,000 annually in internally funded projects, with most projects funded by grants and loans.

Service Area and Type	FY 25/26	# of Projects	FY 26/27	# of Projects
Novato Water				
Capital Improvement Projects	\$ 4,625,000	26	\$ 5,075,000	18
Less Funded by Loans/Grants/Other	(60,000)		(560,000)	
Novato Water Total	\$ 4,565,000	26	\$ 4,515,000	18
Recycled Water				
Capital Improvement Projects	\$ 100,000	1	450,000	2
Less Funded by Loans/Grants/Other	(100,000)		(450,000)	
Recycled Water Total	\$ -	1	\$ -	2
West Marin Water				
Capital Improvement Projects	\$ 1,295,000	8	1,105,000	6
Less Funded by Loans/Grants/Other	(1,295,000)		(1,105,000)	
West Marin Water Total	\$ -	8	\$ -	6
Oceana Marin Sewer				
Capital Improvement Projects	\$ 50,000	2	50,000	1
Less Funded by Loans/Grants/Other	-		-	
Oceana Marin Sewer Total	\$ 50,000	2	\$ 50,000	1
Total Pay-Go	\$ 4,615,000	37	\$ 4,565,000	27

The below chart shows the District wide 10-year history of capital improvement projects averaging \$7.5 million per year, including \$3.3 million of internally (or “Pay-Go”) financed projects, and a 10-year history of equipment purchases averaging \$305 thousand per year.



Equipment Budget - The FY 25/26 Equipment Budget totals \$1,033,000 which is equivalent to the FY 24/25 Equipment Budget. In FY 18/19 the District entered into a leasing agreement with Enterprise Fleet Management (EFM) with a plan to lease 27 vehicles, phased in over five years. There are currently 22 leased vehicles in the District's fleet. Included in the FY 25/26 budget is \$155,000 to replace three leased vehicles reaching their five-year lease term. The budget also includes \$158,000 to purchase three trucks to replace three additional vehicles reaching the end of their lease term. The budget also includes \$498,000 for the service body builds for replacement of two construction crew trucks, purchased in FY 24/25. The trucks being replaced are from 2006 and 2009 and are costly to repair and maintain and are becoming less reliable.

Debt Service

The annual budget of \$4.5 million in principal and interest payments (excluding interfund loans) is allocated to service \$34.4 million in outstanding debt (as of June 30, 2026), comprised of:

- \$16.8 million with a 3.11% for a bank loan used to finance the Administration and Laboratory Upgrade Project and other capital improvement projects.
- \$9.3 million in SRF loans (with interest varying from 1%-2.6%) used to finance the recycled water distribution system;
- \$3.0 million with a 2.39% interest rate for a State Revolving Fund (SRF) loan used to finance the Stafford Water Treatment Plant Rehabilitation;
- \$2.7 million with a 3.42% interest rate for a bank loan used to finance the AEEP and West Marin Treatment Plant Solids-Handling Facility;
- \$2.3 million with a 2.69% interest rate for a bank loan used to finance the Advanced Meter Information (AMI) project;
- \$0.3 million with a 2.4% interest rate for an SRF loan used to finance the Deer Island Recycled Water Facility;

The interest on debt is projected to decrease by approximately \$90,000, or 8.4%, in FY 25/26, compared to the prior year. The estimated FY 25/26 consolidated debt service coverage ratio (DSCR) is 1.73 which provides a sufficient DSCR while complying with the debt covenant requirements as outlined in the individual loan agreements. DSCR measures the cash flow available to repay debt. A higher DSCR indicates a greater ability to meet debt obligations. The DSCR is calculated by dividing operating revenue (cash flows) by the total amount of debt payments due in the year. Below is the debt service schedule which provides more details on the District's outstanding debt.

Service Area	Description	Issue Date	Rate	Original Amount	Final Pmt	Interest Expense	Principal Paid	Total Debt Service	6/30/26
									Outstanding Balance
Novato	SRF Loan - STP	2004	2.39%	\$16,528,850	07/01/29	\$ 89,014	\$ 955,460	\$ 1,044,474	\$ 3,006,435
Novato	Bank Marin Loan	2011	3.42%	\$7,000,000	10/27/31	\$ 87,545	\$ 394,497	\$ 482,042	\$ 2,346,993
Novato	Chase Bank Loan	2018	2.69%	\$4,600,000	03/01/33	\$ 72,227	\$ 305,000	\$ 377,227	\$ 2,380,000
Novato	Webster Bank	2022	3.11%	\$20,000,000	03/01/42	\$ 547,061	\$ 800,835	\$ 1,347,896	\$ 16,789,561
Novato Total						\$ 795,847	\$ 2,455,792	\$ 3,251,639	\$ 24,522,989
RW TP	SRF Loan	2006	2.40%	\$4,302,560	06/19/27	\$ 12,664	\$ 260,703	\$ 273,367	\$ 266,960
RW North	SRF Loans (4)	2013	2.60%	\$4,375,605	2031 & 2032	\$ 48,818	\$ 233,074	\$ 281,892	\$ 1,644,549
RW South	SRF Loans (3)	2013	2.20%	\$5,361,952	2032 & 2033	\$ 54,925	\$ 277,482	\$ 332,407	\$ 2,219,107
RW Central	SRF Loan	2016	1.00%	\$7,130,503	12/31/47	\$ 56,412	\$ 219,361	\$ 275,773	\$ 5,421,800
Recycled Water Total						\$ 172,819	\$ 990,620	\$ 1,163,439	\$ 9,552,415
WM Water	Bank Marin Loan	2012	3.42%	\$1,000,000	10/27/31	\$ 12,851	\$ 57,908	\$ 70,758	\$ 344,513
West Marin Water Total						\$ 12,851	\$ 57,908	\$ 70,758	\$ 344,513
FY 25/26 Total - External Loans						\$ 981,517	\$3,504,320	\$4,485,837	\$ 34,419,918

North Marin Water District
FY 25/26 Staffing Position Allocation

	Monthly ¹			
Position	Step 1	Top Step	FY 24/25	FY 25/26
Administration				
General Manager ²	\$24,583		1	1
Executive Assistant/District Secretary	\$ 10,109	\$ 12,287	1	1
Water Conservation & Communications Mgr	\$ 12,039	\$ 14,634	1	1
Auditor-Controller	\$ 16,225	\$ 19,721	1	1
HR/Safety Manager	\$ 11,254	\$ 13,679	1	1
Accounting Supervisor	\$ 10,679	\$ 12,981	1	1
Senior Accountant	\$ 9,522	\$ 11,574	1	1
Staff Accountant	\$ 8,314	\$ 10,106	1	1
Accounting Clerk II	\$ 6,453	\$ 7,845	1	1
Storekeeper/Safety Coord.	\$ 7,387	\$ 8,979	1	1
Administration Total			10	10
Consumer Services				
Consumer Services Supervisor	\$ 9,691	\$ 11,780	1	1
Receptionist/Customer Service Asst.	\$ 5,844	\$ 7,103	1	1
Field Service Rep I/II	\$ 6,501	\$ 8,455	2	2
Field Service Representative Lead	\$ 7,848	\$ 9,539	1	1
Consumers Services Total			5	5
Engineering				
Assistant General Manager/Chief Engineer	\$ 17,570	\$ 21,357	1	1
Senior Engineer	\$ 13,760	\$ 16,725	1	1
Associate Engineer	\$ 12,397	\$ 15,069	1	1
Junior Engineer	\$ 9,645	\$ 11,723	2	2
Senior Engineering Technician	\$ 9,645	\$ 11,723	2	2
Engineering Services Representative	\$ 7,868	\$ 9,563	1	1
Engineering Administrative Assistant	\$ 7,190	\$ 8,740	1	1
Engineering Total			9	9
Operations/Maintenance				
Operations/Maintenance Manager ³	\$ 14,989	\$ 18,219	1	1
Maintenance Supervisor	\$ 11,579	\$ 14,074	1	1
Cross Connection Tech I/II	\$ 6,831	\$ 10,094	2	2
Auto/Equipment Mechanic	\$ 7,740	\$ 9,408	1	1
Electrical/Mechanical Tech	\$ 8,856	\$ 10,765	2	2
Apprentice Elec/Mech Tech	\$ 7,546	\$ 9,172	1	1
Program Assistant I/II/III	\$ 5,898	\$ 9,583	1	1
Operations/Maintenance Total			9	9
Operations				
Treatment & Distribution Supervisor	\$ 13,642	\$ 16,703	1	1
Senior Distribution & Treatment Plant Operator	\$ 10,501	\$ 12,886	2	2
Distribution & Treatment Plant Operator	\$ 9,466	\$ 11,506	2	2
Assistant Distribution & Treatment Plant Operator	\$ 7,462	\$ 9,192	2	2
Operations Total			7	7

North Marin Water District
FY 25/26 Staffing Position Allocation

	Monthly ¹			
Position	Step 1	Top Step	FY 24/25	FY 25/26
Water Quality				
Water Quality Supervisor	\$ 13,023	\$ 15,830	1	1
Senior Chemist	\$ 10,671	\$ 12,971	2	2
Lab Analyst I/II	\$ 8,224	\$ 11,853	2	2
Laboratory Technician	\$ 6,898	\$ 8,384	1	1
Water Quality Total			6	6
Construction/Maintenance				
Construction/Maintenance Superintendent	\$ 12,863	\$ 15,635	1	1
Distribution/Maintenance Foreman	\$ 9,304	\$ 11,309	1	1
Pipeline Foreman	\$ 9,304	\$ 11,309	2	2
Heavy Equipment Operator	\$ 7,755	\$ 9,427	2	2
Utility Worker I/II/III	\$ 6,029	\$ 9,106	6	6
Construction/Maintenance Total			12	12
Open Position ⁴	\$ 10,186	\$ 12,382	0	1
Total Employee Count (All positions are full time)⁵			58	59
¹ Salaries are based on the current salary schedule plus a 2.25% Cost of Living Adjustment (COLA) effective July 1, 2025. This is based on the 1.3% April 2025 Consumer Price Index for all Urban Customers (CPI-U) (subject to minimum of 2.25%), as outlined in the Board of Directors approved Employee Association Memo of Understanding . ² The General Manager's salary is an amount that is set by contract. ³ Position Job Title changed from Operations/Maintenance Superintendent to Operations/Maintenance Manager in March 2025. ⁴ Open Position subject to future determination based on the District's strategic plan currently in development. The salary range is an estimate and will be finalized once the position is defined and classified. ⁵ This table does not reflect potential promotions or internal transfers, and some position changes may result from the updated strategic plan. Some promotional classifications are not listed but may be utilized as needed.				

North Marin Water District
Budget Summary - All Service Areas Combined
Fiscal Year 25/26

		Proposed Budget FY 25/26	Estimated Actual FY 24/25	Adopted Budget FY 24/25
Operating Revenue				
1	Water Rate Revenue	\$30,533,000	\$29,418,000	\$28,123,000
2	Sewer Service Charges	377,000	347,000	347,000
3	Wheeling & Misc Service Charges	460,000	490,000	496,000
4	Total Operating Revenue	\$31,370,000	\$30,255,000	\$28,966,000
Operating Expenditures				
5	Source of Supply	\$7,786,000	\$8,514,000	\$7,103,000
6	Pumping	965,000	927,000	649,000
7	Operations	2,069,000	1,841,000	1,431,000
8	Water Treatment	3,534,000	2,834,000	3,467,000
9	Transmission & Distribution	5,174,000	5,111,000	5,024,000
10	Sewer Operations	333,000	286,000	257,000
11	Consumer Accounting	700,000	652,000	619,000
12	Water Conservation	560,000	535,000	506,000
13	General Administration	4,152,000	3,608,000	4,530,000
14	Total Operating Expenditures	\$25,273,000	\$24,308,000	\$23,586,000
15	Net Operating Revenue	\$6,097,000	\$5,947,000	\$5,380,000
Operating Expenditures				
16	Interest Earnings	\$631,000	\$824,000	\$475,000
17	Tax & Miscellaneous Revenue	1,038,000	235,000	188,000
18	Transfers Capital/Replace Expansion Fund	(577,000)	(623,000)	(548,000)
19	Miscellaneous Expense	(16,000)	(625,000)	(167,000)
20	Total Non-Op Revenue/(Expenditures)	\$1,076,000	(\$189,000)	(\$52,000)
Other Sources/(Uses) Of Funds				
21	Capital Improvement Projects	(\$6,070,000)	(\$9,165,000)	(\$8,798,000)
22	Loans/Grants/Transfers	1,455,000	6,654,000	4,214,000
23	Capital Equipment Expenditures	(1,033,000)	(559,000)	(1,033,000)
24	Capital Plan Variance Adjustment	913,000	-	1,286,000
25	Debt Principal Payments	(3,636,000)	(3,510,000)	(3,543,000)
26	Interest Expense	(1,013,000)	(1,094,000)	(1,116,000)
27	Marin Country Club Principal Repayment	40,000	39,000	39,000
28	Facility Reserve Charges	617,000	182,000	793,000
29	InterDistrict Loans (net)	163,000	91,000	91,000
30	MMWD AEEP Capital Contribution	170,000	166,000	166,000
31	Low Income Rate Assistance Program	(89,000)	(75,000)	(87,000)
32	Total Other Sources/(Uses)	(\$8,483,000)	(\$7,271,000)	(\$7,988,000)
33	Cash Increase/(Decrease)	(\$1,310,000)	(\$1,513,000)	(\$2,660,000)

North Marin Water District
Five-Year Financial Forecast - All Service Areas Combined
Fiscal Year 25/26

		Budget FY 25/26	Forecast FY 26/27	Forecast FY 27/28	Forecast FY 28/29	Forecast FY 29/30
Operating Revenue						
1	Water Rate Revenue Commodity	\$13,910,000	\$14,860,000	\$15,613,000	\$16,427,000	\$17,309,000
2	Pass-Through Rate Revenue	7,140,000	7,140,000	7,140,000	7,140,000	7,140,000
3	Water Rate Revenue Service Charge	9,483,000	10,100,000	10,572,000	11,075,000	11,613,000
4	Total Water Rate Revenue	30,533,000	\$32,100,000	\$33,325,000	\$34,642,000	\$36,062,000
5	Wholesale Revenue - Wheeling to MMWD	\$123,000	\$158,000	\$163,000	\$168,000	\$168,000
6	Sewer Service Charges	377,000	409,000	442,000	479,000	518,000
7	Miscellaneous Service Charges	337,000	344,000	344,000	344,000	344,000
8	Water Rate Revenue - Other Charges	\$837,000	\$911,000	\$949,000	\$991,000	\$1,030,000
9	Total Operating Revenue	\$31,370,000	\$33,011,000	\$34,274,000	\$35,633,000	\$37,092,000
Operating Expenditures						
10	Source of Supply	\$7,786,000	\$7,798,000	\$7,810,000	\$7,823,000	\$7,836,000
11	Pumping	965,000	993,000	1,022,000	1,052,000	1,083,000
12	Operations	2,069,000	2,131,000	2,195,000	2,261,000	2,328,000
13	Water Treatment	3,534,000	3,640,000	3,749,000	3,861,000	3,977,000
14	Transmission & Distribution	5,174,000	5,329,000	5,489,000	5,654,000	5,824,000
15	Sewer Operations	333,000	344,000	355,000	366,000	377,000
16	Consumer Accounting	700,000	721,000	742,000	764,000	786,000
17	Water Conservation	560,000	576,000	593,000	610,000	628,000
18	General Administration	4,152,000	4,032,000	4,152,000	4,276,000	4,450,000
19	Total Operating Expenditures	\$25,273,000	\$25,564,000	\$26,107,000	\$26,667,000	\$27,289,000
20	Net Operating Revenue	\$6,097,000	\$7,447,000	\$8,167,000	\$8,966,000	\$9,803,000
Non-Operating Revenue/(Expenditures)						
21	Interest Earnings	\$631,000	\$505,000	\$477,000	\$495,000	\$512,000
22	Property Taxes & Miscellaneous Revenue	1,038,000	198,000	203,000	208,000	213,000
22	Miscellaneous Expense	(16,000)	-	-	-	-
23	Transfers Capital/Replace Expansion Fund	(577,000)	(622,000)	(650,000)	(680,000)	(710,000)
24	Total Non-Op Revenue/(Expenditures)	\$1,076,000	\$81,000	\$30,000	\$23,000	\$15,000
Other Sources/(Uses) Of Funds						
25	Total Capital Spending	(\$6,070,000)	(\$6,680,000)	(\$7,420,000)	(\$5,770,000)	(\$5,745,000)
26	Transfers Capital/Replace Expansion Fund	100,000	450,000	100,000	450,000	100,000
27	Debt/Grant Funded Capital	1,355,000	1,665,000	2,025,000	1,125,000	700,000
28	Cash Funded Capital Projects	(\$4,615,000)	(\$4,565,000)	(\$5,295,000)	(\$4,195,000)	(\$4,945,000)
29	Debt Service	(\$4,649,000)	(\$4,968,000)	(\$4,713,000)	(\$4,714,000)	(\$3,669,000)
30	Equipment Purchases	(1,033,000)	(390,000)	(350,000)	(375,000)	(350,000)
31	Capital Plan Variance Adjustment	913,000	903,000	1,399,000	829,000	889,000
32	Interdistrict Loans (net)	163,000	163,000	188,000	188,000	188,000
33	MMWD AEEP Contributions Principal	170,000	175,000	180,000	180,000	180,000
34	Marin Country Club Principal Repayment	40,000	40,000	40,000	40,000	41,000
35	Facility Reserve Charges	617,000	625,000	617,000	625,000	617,000
36	Funding for Affordability Program	(89,000)	(89,000)	(89,000)	(89,000)	(89,000)
37	Total Other Sources/(Uses)	(\$8,483,000)	(\$8,106,000)	(\$8,023,000)	(\$7,511,000)	(\$7,138,000)
38	Beginning Year Balance	\$24,052,000	\$22,742,000	\$22,164,000	\$22,338,000	\$23,816,000
39	Cash Increase/(Decrease)	(\$1,310,000)	(\$578,000)	\$174,000	\$1,478,000	\$2,680,000
40	Restricted Reserves	\$7,937,000	\$8,415,000	\$8,371,000	\$8,922,000	\$9,151,000
41	End of Year Cash Balance	\$22,742,000	\$22,164,000	\$22,338,000	\$23,816,000	\$26,496,000
42	Minimum Reserves (by policy)	\$12,724,000	\$12,821,000	\$13,002,000	\$13,189,000	\$13,396,000
43	Available Cash (Unrestricted)	\$2,081,000	\$928,000	\$965,000	\$1,705,000	\$3,949,000

Novato Water
Budget Summary
Fiscal Year 25/26

		Proposed Budget FY 25/26	Estimated Actual FY 24/25	Adopted Budget FY 24/25
Operating Revenue				
1	Water Rate Revenue	\$27,413,000	\$26,389,000	\$25,373,000
2	Wheeling & Misc Service Charges	428,000	457,000	461,000
3	Total Operating Revenue	\$27,841,000	\$26,846,000	\$25,834,000
Operating Expenditures				
4	Source of Supply	\$7,385,000	\$8,126,000	\$6,701,000
5	Pumping	849,000	817,000	557,000
6	Operations	1,845,000	1,634,000	1,285,000
7	Water Treatment	3,161,000	2,467,000	3,165,000
8	Transmission & Distribution	4,907,000	4,851,000	4,851,000
9	Consumer Accounting	653,000	607,000	587,000
10	Water Conservation	547,000	516,000	494,000
11	General Administration	3,798,000	3,338,000	4,007,000
12	Total Operating Expenditures	\$23,145,000	\$22,356,000	\$21,647,000
13	Net Operating Revenue	\$4,696,000	\$4,490,000	\$4,187,000
Non-Operating Revenue/(Expenditures)				
14	Interest Earnings	\$466,000	\$615,000	\$341,000
15	Property Tax & Miscellaneous Revenue	1,031,000	229,000	186,000
16	Miscellaneous Expense	(16,000)	(625,000)	(167,000)
17	Total Non-Op Revenue/(Expenditures)	\$1,481,000	\$219,000	\$360,000
Other Sources/(Uses) Of Funds				
18	Capital Improvement Projects	(\$4,625,000)	(\$6,907,000)	(\$5,998,000)
19	Loans/Grants	60,000	5,009,000	2,425,000
20	Capital Equipment Expenditures	(1,033,000)	(559,000)	(1,033,000)
21	Capital Plan Variance Adjustment	913,000	-	1,152,000
22	Debt Principal Payments	(2,456,000)	(2,391,000)	(2,391,000)
23	Interest Expense	(796,000)	(864,000)	(864,000)
24	Facility Reserve Charges	595,000	150,000	793,000
25	MMWD AEEP Capital Contribution	170,000	166,000	166,000
26	West Marin Loan Principal Repayment	163,000	91,000	91,000
27	Loan to Oceana Marin	-	(400,000)	(431,000)
28	Low Income Rate Assistance Program	(86,000)	(73,000)	(86,000)
29	Transfer Out to Recycled Water	(484,000)	(769,000)	(571,000)
30	Total Other Sources/(Uses)	(\$7,579,000)	(\$6,547,000)	(\$6,747,000)
31	Cash Increase/(Decrease)	(\$1,402,000)	(\$1,838,000)	(\$2,200,000)

Novato Water
Five-Year Financial Forecast
Fiscal Year 25/26

		Budget FY 25/26	Forecast FY 26/27	Forecast FY 27/28	Forecast FY 28/29	Forecast FY 29/30
1	Water Rate Increase	6.00%	6.00%	4.00%	4.00%	4.00%
Operating Revenue						
2	Water Consumption (in billion gallons)	2.2	2.2	2.2	2.2	2.2
3	Water Rate Revenue Commodity	\$11,485,000	\$12,174,000	\$12,661,000	\$13,167,000	\$13,694,000
4	Pass-Through Rate Revenue	7,140,000	7,140,000	7,140,000	7,140,000	7,140,000
5	Water Rate Revenue Service Charge	8,788,000	9,315,000	9,688,000	10,076,000	10,479,000
6	Total Water Rate Revenue	27,413,000	\$28,629,000	\$29,489,000	\$30,383,000	\$31,313,000
7	Wholesale Revenue - Wheeling to MMWD	\$123,000	\$158,000	\$163,000	\$168,000	\$168,000
8	Miscellaneous Service Charges	305,000	312,000	312,000	312,000	312,000
9	Water Rate Revenue - Other Charges	\$428,000	\$470,000	\$475,000	\$480,000	\$480,000
10	Total Operating Revenue	\$27,841,000	\$29,099,000	\$29,964,000	\$30,863,000	\$31,793,000
Operating Expenditures						
11	Source of Supply	\$7,385,000	\$7,385,000	\$7,385,000	\$7,385,000	\$7,385,000
12	Pumping	849,000	874,000	900,000	927,000	955,000
13	Operations	1,845,000	1,900,000	1,957,000	2,016,000	2,076,000
14	Water Treatment	3,161,000	3,256,000	3,354,000	3,455,000	3,559,000
15	Transmission & Distribution	4,907,000	5,054,000	5,206,000	5,362,000	5,523,000
16	Consumer Accounting	653,000	673,000	693,000	714,000	735,000
17	Water Conservation	547,000	563,000	580,000	597,000	615,000
18	General Administration	3,798,000	3,792,000	3,906,000	4,023,000	4,144,000
19	Total Operating Expenditures	\$23,145,000	\$23,497,000	\$23,981,000	\$24,479,000	\$24,992,000
20	Net Operating Revenue	\$4,696,000	\$5,602,000	\$5,983,000	\$6,384,000	\$6,801,000
Non-Operating Revenue/(Expenditures)						
21	Interest Earnings	\$466,000	\$337,000	\$305,000	\$310,000	\$310,000
22	Property Taxes & Miscellaneous Revenue	1,031,000	191,000	196,000	201,000	206,000
23	Miscellaneous Expense	(16,000)	-	-	-	-
24	Total Non-Op Revenue/(Expenditures)	\$1,481,000	\$528,000	\$501,000	\$511,000	\$516,000
Other Sources/(Uses) Of Funds						
25	Total Capital Spending	(\$4,625,000)	(\$5,075,000)	(\$5,995,000)	(\$4,395,000)	(\$4,695,000)
26	Debt/Grant Funded Capital	60,000	560,000	750,000	250,000	250,000
27	Cash Funded Capital Projects	(\$4,565,000)	(\$4,515,000)	(\$5,245,000)	(\$4,145,000)	(\$4,445,000)
28	Debt Service	(\$3,252,000)	(\$3,253,000)	(\$3,251,000)	(\$3,252,000)	(\$2,207,000)
29	Equipment Purchases	(1,033,000)	(390,000)	(350,000)	(375,000)	(350,000)
30	Capital Plan Variance Adjustment	913,000	903,000	1,399,000	829,000	889,000
31	Transfer Out to Recycled Water	(484,000)	(484,000)	(210,000)	(210,000)	(210,000)
32	Loan Repayment WM & OM Principal	163,000	163,000	188,000	188,000	188,000
33	MMWD AEEP Contributions Principal	170,000	175,000	180,000	180,000	180,000
34	Facility Reserve Charges	595,000	595,000	595,000	595,000	595,000
35	Loan to Oceana Marin Sewer/West Marin Water	-	-	(200,000)	-	-
36	Funding for Affordability Program	(86,000)	(86,000)	(86,000)	(86,000)	(86,000)
37	Total Other Sources/(Uses)	(\$7,579,000)	(\$6,892,000)	(\$6,980,000)	(\$6,276,000)	(\$5,446,000)
38	Beginning Year Balance	\$15,763,000	\$14,361,000	\$13,599,000	\$13,103,000	\$13,722,000
39	Cash Increase/(Decrease)	(\$1,402,000)	(\$762,000)	(\$496,000)	\$619,000	\$1,871,000
40	Restricted Reserves	\$1,045,000	\$1,045,000	\$1,045,000	\$1,045,000	\$1,045,000
41	End of Year Cash Balance	\$14,361,000	\$13,599,000	\$13,103,000	\$13,722,000	\$15,593,000
42	Minimum Reserves (by policy)	\$12,015,000	\$12,132,000	\$11,994,000	\$12,160,000	\$12,331,000
43	Available Cash (Unrestricted)	\$1,301,000	\$422,000	\$64,000	\$517,000	\$2,217,000

Novato Recycled Water
Budget Summary
Fiscal Year 25/26

		Proposed Budget FY 25/26	Estimated Actual FY 24/25	Adopted Budget FY 24/25
Operating Revenue				
1	Recycled Water Rate Revenue	\$1,853,000	\$1,917,000	\$1,759,000
2	Water Loads & Miscellaneous Charges	22,000	22,000	26,000
3	Total Operating Revenue	\$1,875,000	\$1,939,000	\$1,785,000
Operating Expenditures				
4	Purchased Water - NSD & LGVSD	\$363,000	\$365,000	\$380,000
5	Pumping	10,000	5,000	11,000
6	Operations	124,000	112,000	77,000
7	Water Treatment	14,000	7,000	12,000
8	Transmission & Distribution	80,000	74,000	42,000
9	Consumer Accounting	2,000	2,000	2,000
10	General Administration	79,000	77,000	119,000
11	Total Operating Expenditures	\$672,000	\$642,000	\$643,000
12	Net Operating Revenue	\$1,203,000	\$1,297,000	\$1,142,000
Non-Operating Revenue/(Expenditures)				
13	Interest Earnings	\$153,000	\$195,000	\$114,000
14	Transfers Capital Replace Expansion Fund	(577,000)	(623,000)	(548,000)
15	Total Non-Op Revenue/(Expenditures)	(\$424,000)	(\$428,000)	(\$434,000)
Other Sources/(Uses) Of Funds				
16	Capital Improvement Projects	(\$100,000)	(\$290,000)	(\$450,000)
17	Transfers Capital Replace Expansion Fund	100,000	290,000	450,000
18	Debt Principal Payments	(991,000)	(970,000)	(970,000)
19	Interest Expense	(172,000)	(193,000)	(193,000)
20	Marin Country Club Principal Repayment	40,000	39,000	39,000
21	Facility Reserve Charges Transfer from (to)	484,000	769,000	571,000
22	Total Other Sources/(Uses)	(\$639,000)	(\$355,000)	(\$553,000)
23	Cash Increase/(Decrease)	\$140,000	\$514,000	\$155,000

Novato Recycled Water
Five-Year Financial Forecast
Fiscal Year 25/26

		Budget FY 25/26	Forecast FY 26/27	Forecast FY 27/28	Forecast FY 28/29	Forecast FY 29/30
1	Water Rate Increase	6.00%	6.00%	4.00%	4.00%	4.00%
Operating Revenue						
2	Recycled Water Consumption (in million gallons)	215	215	215	215	215
3	Recycled Water Rate Revenue Commodity	\$1,534,000	\$1,626,000	\$1,691,000	\$1,759,000	\$1,829,000
4	Water Rate Revenue Service Charge	319,000	338,000	352,000	366,000	381,000
5	Total Water Rate Revenue	\$1,853,000	\$1,964,000	\$2,043,000	\$2,125,000	\$2,210,000
6	Miscellaneous Service Charges	\$22,000	\$22,000	\$22,000	\$22,000	\$22,000
7	Total Operating Revenue	\$1,875,000	\$1,986,000	\$2,065,000	\$2,147,000	\$2,232,000
Operating Expenditures						
8	Purchased Water - NSD & LGVSD	\$363,000	\$374,000	\$385,000	\$397,000	\$409,000
9	Pumping	10,000	10,000	10,000	10,000	10,000
10	Operations	124,000	128,000	132,000	136,000	140,000
11	Water Treatment	14,000	14,000	14,000	14,000	14,000
12	Transmission & Distribution	80,000	82,000	84,000	87,000	90,000
13	Consumer Accounting	2,000	2,000	2,000	2,000	2,000
14	General Administration	79,000	81,000	83,000	85,000	88,000
15	Total Operating Expenditures	\$672,000	\$691,000	\$710,000	\$731,000	\$753,000
16	Net Operating Revenue	\$1,203,000	\$1,295,000	\$1,355,000	\$1,416,000	\$1,479,000
Non-Operating Revenue/(Expenditures)						
17	Interest Earnings	\$153,000	\$156,000	\$160,000	\$165,000	\$170,000
18	Transfers Capital/Replace Expansion Fund	(577,000)	(622,000)	(650,000)	(680,000)	(710,000)
19	Total Non-Operating Revenue/Expenditures	(\$424,000)	(\$466,000)	(\$490,000)	(\$515,000)	(\$540,000)
Other Sources/(Uses) Of Funds						
20	Total Capital Spending	(\$100,000)	(\$450,000)	(\$100,000)	(\$450,000)	(\$100,000)
21	Transfers Capital/Replace Expansion Fund	100,000	450,000	100,000	450,000	100,000
22	Cash Funded Capital Projects	-	-	-	-	-
23	Debt Service	(\$1,163,000)	(\$1,163,000)	(\$890,000)	(\$890,000)	(\$890,000)
24	Other Cash Changes	-	-	-	-	-
25	Marin Country Club Principal Repayment	40,000	40,000	40,000	40,000	41,000
26	Transfer In to Recycled Water	484,000	484,000	210,000	210,000	210,000
27	Total Other Sources/(Uses)	(\$639,000)	(\$639,000)	(\$640,000)	(\$640,000)	(\$639,000)
28	Beginning Cash Reserve Balance	\$7,674,000	\$7,814,000	\$8,004,000	\$8,229,000	\$8,490,000
29	Cash Increase/(Decrease)	\$140,000	\$190,000	\$225,000	\$261,000	\$300,000
30	Capital Replacement Expansion Fund	\$6,265,000	\$6,436,000	\$6,987,000	\$7,216,000	\$7,826,000
31	Restricted Reserves	\$1,105,000	\$890,000	\$890,000	\$890,000	\$890,000
32	Available Cash (Unrestricted)	\$444,000	\$678,000	\$352,000	\$384,000	\$74,000
30	Ending Cash Reserve Balance	\$7,814,000	\$8,004,000	\$8,229,000	\$8,490,000	\$8,790,000

West Marin Water
Budget Summary
Fiscal Year 25/26

		Proposed Budget FY 25/26	Estimated Actual FY 24/25	Adopted Budget FY 24/25
Operating Revenue				
1	Water Rate Revenue	\$1,267,000	\$1,112,000	\$991,000
2	Miscellaneous Service Charges	10,000	11,000	9,000
3	Total Operating Revenue	\$1,277,000	\$1,123,000	\$1,000,000
Operating Expenditures				
4	Source of Supply	\$38,000	\$23,000	\$22,000
5	Pumping	106,000	105,000	81,000
6	Operations	100,000	95,000	69,000
7	Water Treatment	359,000	360,000	290,000
8	Transmission & Distribution	187,000	186,000	131,000
9	Consumer Accounting	41,000	39,000	27,000
10	Water Conservation	13,000	19,000	12,000
11	General Administration	185,000	154,000	340,000
12	Total Operating Expenditures	\$1,029,000	\$981,000	\$972,000
13	Net Operating Revenue	\$248,000	\$142,000	\$28,000
Non-Operating Revenue/(Expenditures)				
14	Interest Earnings	\$7,000	\$14,000	\$9,000
15	Miscellaneous Revenue/Expense	6,000	5,000	-
16	Total Non-Op Revenue/(Expenditures)	\$13,000	\$19,000	\$9,000
Other Sources/(Uses) Of Funds				
17	Capital Improvement Projects	(\$1,295,000)	(\$282,000)	(\$445,000)
18	Loans/Grants	1,295,000	132,000	45,000
19	Capital Plan Variance Adjustment	-	-	134,000
20	Debt Principal Payments	(154,000)	(149,000)	(144,000)
21	Interest Expense	(33,000)	(37,000)	(42,000)
22	Low Income Rate Assistance Program	(3,000)	(2,000)	(1,000)
23	Facility Reserve Charges	22,000	32,000	-
24	Total Other Sources/(Uses)	(\$168,000)	(\$306,000)	(\$453,000)
25	Cash Increase/(Decrease)	\$93,000	(\$145,000)	(\$416,000)

West Marin Water
Five-Year Financial Forecast
Fiscal Year 25/26

		Budget FY 25/26	Forecast FY 26/27	Forecast FY 27/28	Forecast FY 28/29	Forecast FY 29/30
1	Water Rate Increase	19.00%	19.00%	19.00%	19.00%	15.00%
Operating Revenue						
2	Water Consumption (in million gallons)	55	55	55	55	55
3	Water Rate Revenue Commodity	\$891,000	\$1,060,000	\$1,261,000	\$1,501,000	\$1,786,000
4	Water Rate Revenue Service Charge	376,000	447,000	532,000	633,000	753,000
5	Total Water Rate Revenue	\$1,267,000	\$1,507,000	\$1,793,000	\$2,134,000	\$2,539,000
6	Miscellaneous Service Charges	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
7	Total Operating Revenue	\$1,277,000	\$1,517,000	\$1,803,000	\$2,144,000	\$2,549,000
Operating Expenditures						
8	Source of Supply	\$38,000	\$39,000	\$40,000	\$41,000	\$42,000
9	Pumping	106,000	109,000	112,000	115,000	118,000
10	Operations	100,000	103,000	106,000	109,000	112,000
11	Water Treatment	359,000	370,000	381,000	392,000	404,000
12	Transmission & Distribution	187,000	193,000	199,000	205,000	211,000
13	Consumer Accounting	41,000	42,000	43,000	44,000	45,000
14	Water Conservation	13,000	13,000	13,000	13,000	13,000
15	General Administration	185,000	116,000	119,000	123,000	172,000
16	Total Operating Expenditures	\$1,029,000	\$985,000	\$1,013,000	\$1,042,000	\$1,117,000
17	Net Operating Revenue	\$248,000	\$532,000	\$790,000	\$1,102,000	\$1,432,000
Non-Operating Revenue/(Expenditures)						
18	Interest Earnings	\$7,000	\$9,000	\$10,000	\$16,000	\$28,000
19	Miscellaneous Revenue/Expense	6,000	6,000	6,000	6,000	6,000
20	Total Non-Operating Revenue/Expenditures	\$13,000	\$15,000	\$16,000	\$22,000	\$34,000
Other Sources/(Uses) Of Funds						
21	Total Capital Spending	(\$1,295,000)	(\$1,105,000)	(\$1,275,000)	(\$875,000)	(\$900,000)
22	Debt/Grant Funded Capital	1,295,000	1,105,000	1,275,000	875,000	450,000
23	Cash Funded Capital Projects	-	-	-	-	(450,000)
24	Debt Service	(\$187,000)	(\$505,000)	(\$505,000)	(\$505,000)	(\$505,000)
25	Low Income Rate Assistance Program	(3,000)	(3,000)	(3,000)	(3,000)	(3,000)
26	Facility Reserve Charge	22,000	-	22,000	-	22,000
27	Total Other Sources/(Uses)	(\$168,000)	(\$508,000)	(\$486,000)	(\$508,000)	(\$936,000)
28	Beginning Cash Reserve Balance	\$347,000	\$440,000	\$479,000	\$799,000	\$1,415,000
29	Cash Increase/(Decrease)	\$93,000	\$39,000	\$320,000	\$616,000	\$530,000
30	Ending Cash Reserve Balance	\$440,000	\$479,000	\$799,000	\$1,415,000	\$1,945,000

Oceana Marin Sewer
Budget Summary
Fiscal Year 25/26

		Proposed Budget FY 25/26	Estimated Actual FY 24/25	Adopted Budget FY 24/25
Operating Revenue				
1	Sewer Service Charges	\$377,000	\$347,000	\$347,000
Operating Expenditures				
2	Sewage Collection	\$152,000	\$111,000	\$88,000
3	Sewage Treatment	126,000	121,000	104,000
4	Sewage Disposal	55,000	54,000	65,000
5	Consumer Accounting	4,000	4,000	3,000
6	General Administration	90,000	39,000	64,000
7	Total Operating Expenditures	\$427,000	\$329,000	\$324,000
8	Net Operating Revenue	(\$50,000)	\$18,000	\$23,000
Non-Operating Revenue/(Expenditures)				
9	Interest Earnings	\$5,000	\$0	\$11,000
10	Miscellaneous Revenue	1,000	1,000	2,000
11	Total Non-Op Revenue/(Expenditures)	\$6,000	\$1,000	\$13,000
Other Sources/(Uses) Of Funds				
12	Capital Improvement Projects	(\$50,000)	(\$1,686,000)	(\$1,905,000)
13	Grants	-	1,223,000	1,294,000
14	Loan from Novato	-	400,000	431,000
15	Debt Principal Payments	(35,000)	-	(38,000)
16	Interest Expense	(12,000)	-	(17,000)
17	Sewage Facilities Connection Charges	-	-	-
18	Total Other Sources/(Uses)	(\$97,000)	(\$63,000)	(\$235,000)
19	Cash Increase/(Decrease)	(\$141,000)	(\$44,000)	(\$199,000)

Oceana Marin Sewer
Five-Year Financial Forecast
Fiscal Year 25/26

		Budget FY 25/26	Forecast FY 26/27	Forecast FY 27/28	Forecast FY 28/29	Forecast FY 29/30
1	Sewer Rate Increase	8.00%	8.00%	8.00%	8.00%	8.00%
Operating Revenue						
2	Number of Connections	240	241	241	242	242
3	Annual Sewer Service Charge	\$1,572	\$1,698	\$1,834	\$1,981	\$2,139
4	Operating Revenue Sewer Service Charges	\$377,000	\$409,000	\$442,000	\$479,000	\$518,000
Operating Expenditures						
5	Sewage Collection	\$152,000	\$157,000	\$162,000	\$167,000	\$172,000
6	Sewage Treatment	126,000	130,000	134,000	138,000	142,000
7	Sewage Disposal	55,000	57,000	59,000	61,000	63,000
8	Consumer Accounting	4,000	4,000	4,000	4,000	4,000
9	General Administration	90,000	43,000	44,000	45,000	46,000
10	Total Operating Expenditures	\$427,000	\$391,000	\$403,000	\$415,000	\$427,000
11	Net Operating Revenue	(\$50,000)	\$18,000	\$39,000	\$64,000	\$91,000
Non-Operating Revenue/(Expenditures)						
12	Interest Earnings	\$5,000	\$3,000	\$2,000	\$4,000	\$4,000
13	Miscellaneous Revenue/Expense	1,000	1,000	1,000	1,000	1,000
14	Total Non-Operating Revenue/Expenditures	\$6,000	\$4,000	\$3,000	\$5,000	\$5,000
Other Sources/(Uses) Of Funds						
15	Total Capital Spending	(\$50,000)	(\$50,000)	(\$50,000)	(\$50,000)	(\$50,000)
16	Loan from Novato Water	-	-	200,000	-	-
17	Cash Funded Capital Projects	(\$50,000)	(\$50,000)	\$150,000	(\$50,000)	(\$50,000)
18	Debt Service	(\$47,000)	(\$47,000)	(\$67,000)	(\$67,000)	(\$67,000)
19	Sewage Facilities Connection Charges	-	30,000	-	30,000	-
20	Total Other Sources/(Uses)	(\$97,000)	(\$67,000)	\$83,000	(\$87,000)	(\$117,000)
21	Beginning Cash Reserve Balance	\$267,000	\$126,000	\$81,000	\$206,000	\$188,000
22	Cash Increase/(Decrease)	(\$141,000)	(\$45,000)	\$125,000	(\$18,000)	(\$21,000)
23	Ending Cash Reserve Balance	\$126,000	\$81,000	\$206,000	\$188,000	\$167,000

North Marin Water District
Capital Improvement Projects (CIP)
Fiscal Year 25/26 budget & FY 26/27-FY 29/30 Forecast

ID	Project	Budget FY 25/26	Budget FY 26/27	Budget FY 27/28	Budget FY 28/29	Budget FY 29/30
1. PIPELINES						
1a Pipeline Improvements						
1	Novato Blvd. Widening - Diablo to Grant (4,100 LF)	\$1,200,000	\$2,000,000	\$500,000	-	-
2	San Mateo Tank Transmission Main	1,650,000	-	-	-	-
1b Pipeline Replacements						
1	Stafford Lake Park Service Line	-	\$500,000	\$500,000	-	-
2	Pipeline Replacement - ('25 Master Plan)	-	-	500,000	500,000	500,000
1c Aqueduct Improvements						
1d Pipeline Contingency						
1	Sync w/ City or County Paving	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000
2	Pipeline Resiliency Improvements - ('25 Master Plan)	200,000	200,000	200,000	200,000	200,000
3	Polybutylene (PB) Service Line Replacements	10,000	10,000	10,000	10,000	10,000
Subtotal		\$3,110,000	\$2,760,000	\$1,760,000	\$760,000	\$760,000
2. STORAGE TANKS & PUMP STATIONS						
2a Tank Rehabilitation / Replacement						
2b Pump Station Rehabilitation / Replacement						
1	Lynwood PS Replacement	\$300,000	\$700,000	\$3,000,000	\$3,000,000	\$3,000,000
2	Crest PS Construction (Relocate School Rd. PS)	30,000	-	-	-	-
3	Cherry Hill PS Retaining Wall	260,000	-	-	-	-
4	School Road PS Decommissioning	30,000	-	-	-	-
5	Cherry Hill PS Improvements ('25 Master Plan)	50,000	300,000	-	-	-
2d Tank & Pump Station Contingency						
1	PS Pump Replacements (5/yr)	\$50,000	\$150,000	\$150,000	\$150,000	\$150,000
Subtotal		\$720,000	\$1,150,000	\$3,150,000	\$3,150,000	\$3,150,000
3. STAFFORD IMPROVEMENTS						
3a Stafford Treatment Plant (STP)						
1	STP PLC Replacements	\$125,000	-	-	-	-
2	Replace Supernatant Line to Center Rd. (Phase 3)	-	-	-	-	375,000
3b Stafford Dam / Watershed						
1	Water Supply Enhancement - Spillway ASG	\$50,000	\$250,000	\$250,000	-	-
2	Dam Spillway Concrete Repair	75,000	-	25,000	75,000	-
3	Dam Piezometer Automation	80,000	80,000	-	-	-
4	Access Road Slide Repair	-	300,000	-	-	-
5	Dam Upstream Concrete Apron Repair	-	200,000	-	-	-
6	Raw Water Intake Modifications	-	100,000	200,000	-	-
3c Stafford Contingency						
1	Other Stafford Improvements	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000
Subtotal		\$430,000	\$1,030,000	\$575,000	\$175,000	\$475,000
4. MISCELLANEOUS IMPROVEMENTS (NOVATO)						
4a District Offices						
1	Construction Building 1st Floor Improvements	\$50,000	-	-	-	-
2	Construction Building 2nd Floor Improvements	50,000	-	-	-	-
3	Construction Yard Improvements - Pipe Racks	25,000	-	-	-	-
4b System Pressure / Valving						
1	System Wide PR Station Rehab	\$25,000	-	-	-	-
2	San Marin Valve Pit Improvements	15,000	15,000	200,000	-	-
3	DCDA Replacement - 655 Canyon Road	40,000	-	-	-	-
4	DCDA Replacement - 1180 Lynwood Way	40,000	-	-	-	-
5	Gateway Commons - Backflow Prevention	60,000	60,000	250,000	250,000	250,000
4c Other Miscellaneous Improvements						
1	Cathodic Protection - Anode Installation (Annual)	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
2	Other System Improvements	50,000	50,000	50,000	50,000	50,000
Subtotal		\$365,000	\$135,000	\$510,000	\$310,000	\$310,000

North Marin Water District
Capital Improvement Projects (CIP)
Fiscal Year 25/26 budget & FY 26/27-FY 29/30 Forecast

ID	Project	Budget FY 25/26	Budget FY 26/27	Budget FY 27/28	Budget FY 28/29	Budget FY 29/30
5. RECYCLED WATER SYSTEM (NOVATO)						
5a RW Pipelines						
1	Replace CI in Atherton Ave. (1,320 LF)	-	\$350,000	-	-	-
2	RW extension to Nave Shopping Center	-	-	-	350,000	-
5b RW Tanks & Pump Stations						
1	Leak Repair - Reservoir Hill Tank	-	-	\$100,000	-	-
5c RW Contingency						
1	Other Recycled Water Improvements	\$100,000	\$100,000	-	\$100,000	\$100,000
Subtotal		\$100,000	\$450,000	\$100,000	\$450,000	\$100,000
6. WEST MARIN SYSTEM						
6a WM Pipelines						
1	Lagunitas Creek Bridge Pipe Replacement (Caltrans)	\$750,000	\$500,000	-	-	-
2	Olema Creek Bridge Pipe Replacement (County)	25,000	75,000	75,000	600,000	600,000
3	Replace 2-inch Galvanized Pipe - Sunnyside/Drakesview	250,000	-	-	-	-
4	St. Rt 1 Caltrans Pipe Relocate	40,000	-	-	-	-
6b WM Tanks & Pump Stations						
6c WM Wells						
1	Gallagher Well #3	\$100,000	\$400,000	\$1,000,000	-	-
6d WM Treatment Plant						
1	PR Treatment Plant - Interim Rehabilitation	-	-	\$50,000	\$100,000	\$100,000
2	PR Treatment Plant - Major Modifications, Future Project	-	-	25,000	50,000	75,000
6e WM Contingency						
1	Sync w/ County Paving	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000
2	Other Water System Improvements	100,000	100,000	100,000	100,000	100,000
3	Gallagher Ranch Streambank Stabilization	5,000	5,000	-	-	-
Subtotal		\$1,295,000	\$1,105,000	\$1,275,000	\$875,000	\$900,000
7. OCEANA MARIN						
7a OM Pipelines						
1	Sewer Force Main Improvements - FM 1A (Design Only)	\$25,000	-	-	-	-
	Sewer Force Main Improvements - FM 1A (Construction)	-	-	-	-	-
7b OM Lift Station						
7c OM Treatment Ponds						
7d OM Contingency						
1	Other Sewer System Improvements	\$25,000	\$50,000	\$50,000	\$50,000	\$50,000
Subtotal		\$50,000	\$50,000	\$50,000	\$50,000	\$50,000
SUMMARY - GROSS PROJECT OUTLAY						
1 - 4	Novato Water	\$4,625,000	\$5,075,000	\$5,995,000	\$4,395,000	\$4,695,000
5	Recycled Water	100,000	450,000	100,000	450,000	100,000
6	West Marin Water	1,295,000	1,105,000	1,275,000	875,000	900,000
7	Oceana Marin Sewer	50,000	50,000	50,000	50,000	50,000
GROSS PROJECT OUTLAY		\$6,070,000	\$6,680,000	\$7,420,000	\$5,770,000	\$5,745,000
LESS FUNDED BY LOANS/GRANTS/OTHER						
a	NW - Reimbursement by MCPOSD	-	\$500,000	\$500,000	-	-
b	NW - Gateway Commons On-Bill Financing Reimburseme	60,000	60,000	250,000	250,000	250,000
c	RW - Capital Replacement Expansion Fund	100,000	450,000	100,000	450,000	100,000
d	WM - Loan for "Near-Term" Capital Projects	1,295,000	1,105,000	1,275,000	875,000	450,000
SUMMARY - NET PROJECT OUTLAY						
1 - 4	Novato Water	\$4,565,000	\$4,515,000	\$5,245,000	\$4,145,000	\$4,445,000
5	Recycled Water	-	-	-	-	-
6	West Marin Water	-	-	-	-	450,000
7	Oceana Marin Sewer	50,000	50,000	50,000	50,000	50,000
NET PROJECT OUTLAY		\$4,615,000	\$4,565,000	\$5,295,000	\$4,195,000	\$4,945,000
5-YEAR AVG. of INTERNALLY FUNDED PROJECTS (Net Outlay) FY 25/26-29/30						
1 - 4	Novato Water	\$4,583,000				
5	Recycled Water	-				
6	West Marin Water	\$90,000				
7	Oceana Marin Sewer	\$50,000				

North Marin Water District
Capital Improvement Projects (CIP)
Fiscal Year 25/26 budget & FY 26/27-FY 29/30 Forecast

ID	Project	Budget FY 25/26	Budget FY 26/27	Budget FY 27/28	Budget FY 28/29	Budget FY 29/30
7. EQUIPMENT						
1	Lease/Purchase Vehicles (5 Vehicles/Year)	\$313,000	\$290,000	\$250,000	\$275,000	\$250,000
2	Class 8 Service Truck (2) Replace #503 & #508 (Constructi	498,000	-	-	-	-
3	Programmable Logic Controller (6) (Operations)	100,000	-	-	-	-
4	Turbidity Analyzers (8) (Operations)	55,000	-	-	-	-
5	Chlorine Analyzer (3) (Operations)	42,000	-	-	-	-
6	Incubator (Lab)	10,000	-	-	-	-
7	Miscellaneous Equipment Purchases	15,000	100,000	100,000	100,000	100,000
TOTAL EQUIPMENT BUDGET		\$1,033,000	\$390,000	\$350,000	\$375,000	\$350,000
9. STUDIES & SPECIAL PROJECTS						
9a General Studies						
1	GIS Implementation Support	\$12,000	\$12,000	\$12,000	\$12,000	\$12,000
2	Grant Consultant	10,000	10,000	10,000	10,000	10,000
3	Strategic Plan Update (2025-2029)	15,000	-	-	-	-
4	Emergency Operations (Response) Plan	100,000	-	-	-	-
5	Compensation Survey & Review	-	50,000	-	-	-
9b Novato Service Area Studies						
1	Urban Water Mgmt Plan - 2025 Update	\$80,000	-	-	-	\$20,000
2	Novato Water Master Plan Update	225,000	-	-	-	50,000
3	Stafford Lake Bathymetric Survey	15,000	-	-	-	-
4	Stafford Dam Monument Survey	10,000	-	-	-	-
5	Stafford Treatment Plant Risk Management Plan Update	35,000	-	-	-	-
6	Potter Valley Project FERC Decommissioning	5,000	-	-	-	-
7	Novato Water Rate Study	-	-	60,000	-	-
9c WM Service Area Studies						
1	West Marin Master Plan & Resiliency Study	\$75,000	-	-	-	-
2	West Marin Rate Study	-	-	-	-	45,000
9d OM Service Area Studies						
1	Oceana Marin Master Plan	\$50,000	-	-	-	-
Subtotal		\$632,000	\$72,000	\$82,000	\$22,000	\$137,000



NORTH MARIN WATER DISTRICT

Fiscal Year 25/26 Budget Review

June 3, 2025

FY 25/26 Budget Review

Contents

1. Key Assumptions
2. Historical Billed Water Consumption
3. Budget Summary
4. Financial Forecast & Outstanding Debt
5. Budget Review & Rate Hearing Schedule





Key Assumptions

FY 25/26 Budget Review

Key Assumptions

Service Area	Consumption Volume	Rate Increase
Novato Water	2.2 Billion Gallons	6%
Recycled Water	215 Million Gallons	6%
West Marin Water	55 Million Gallons	19%
Oceana Marin Sewer	N/A	8%



Key Assumptions - Continued

All Service Areas

- Inflation 3-5%
- Personnel Costs:
 - \$208 thousand Increase Salaries/Benefits for COLA (2.25%)
 - 7% decrease to Workers Compensation Insurance
 - Pension Costs of 33% of Employee Earnings

Novato Water

- Wholesale Water Rates from Sonoma Water, Increase = 6.3%
- Memberships, Software, Permit & Regulatory Fees, Increase \approx 11%
- Insurance Premium, Increase \approx 21%
- Electric Power, Increase \approx 23%
- Finalize Master Plan, Emergency Operations (Response) Plan and Urban Water Management Plan

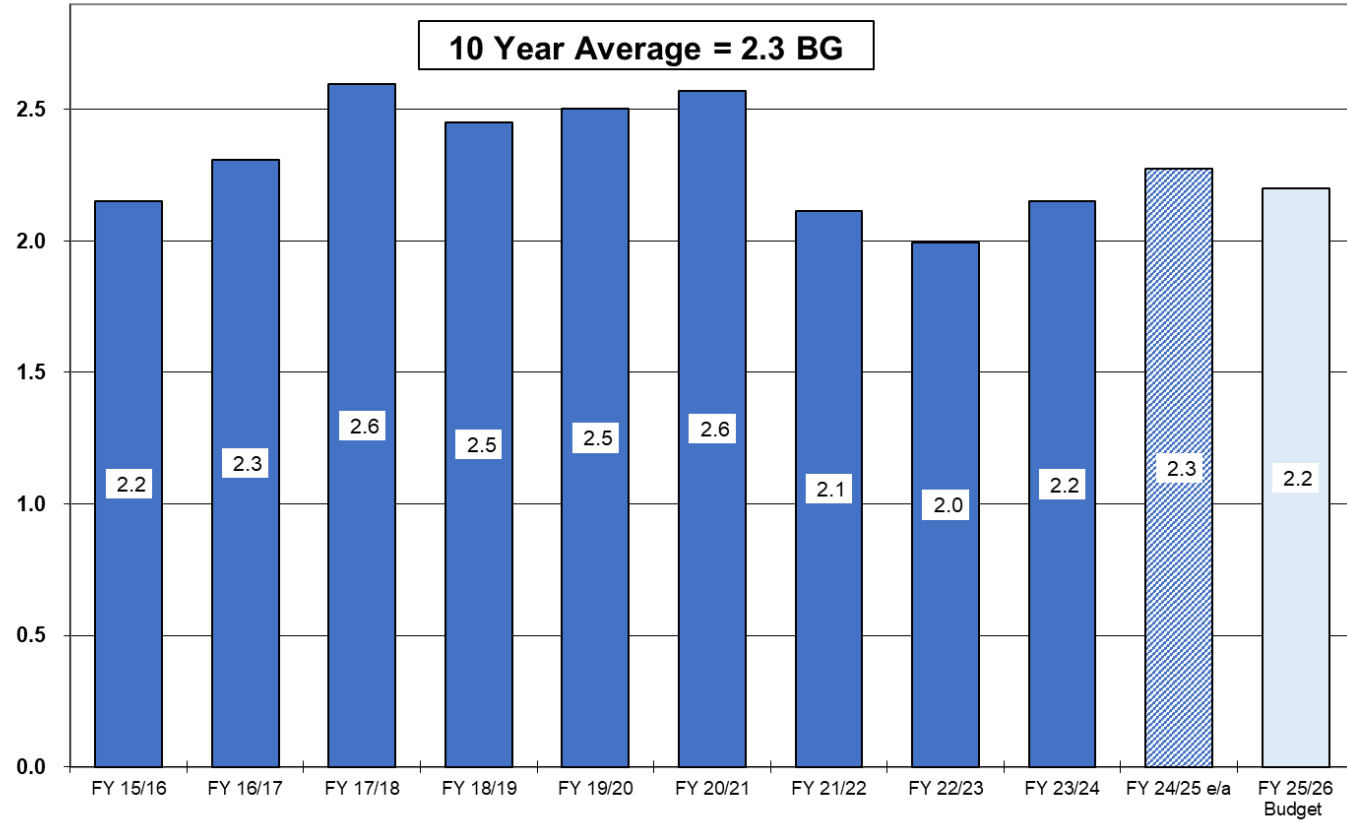




Historical Billed Water Consumption

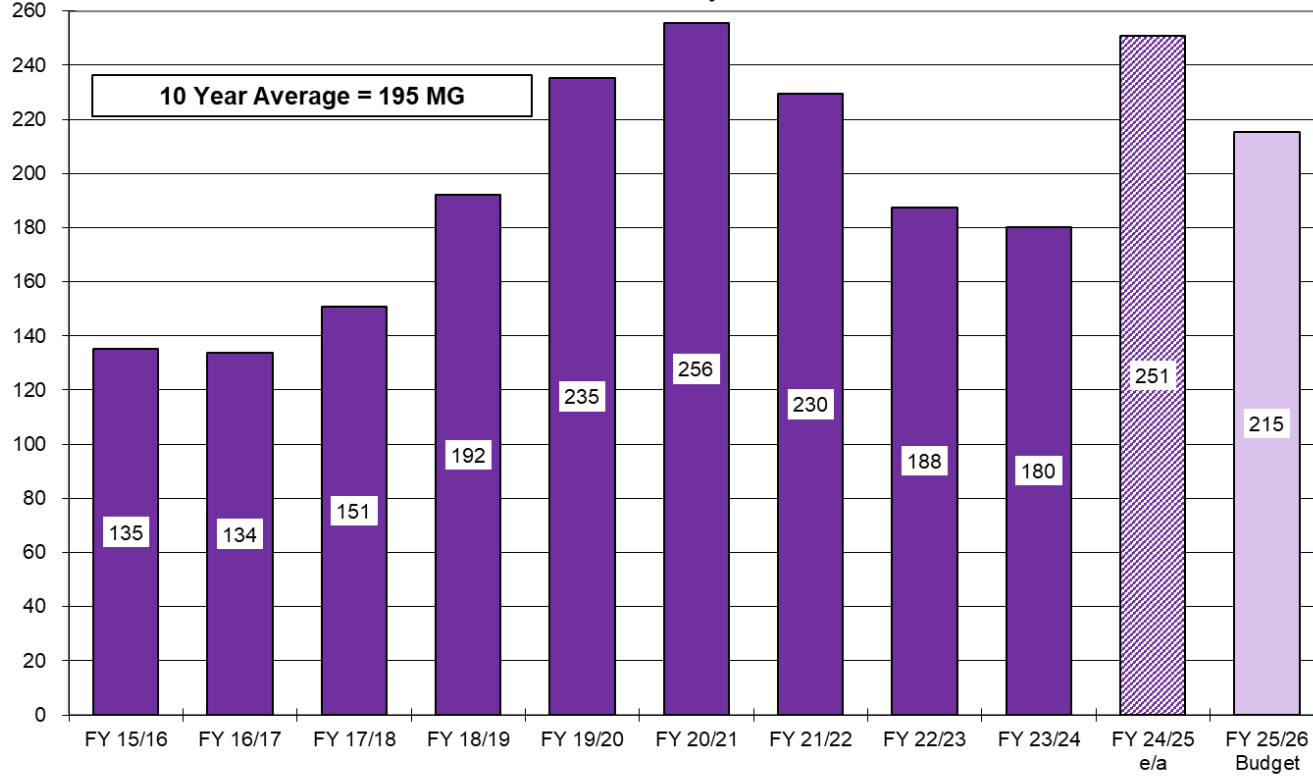
Billion
Gallons

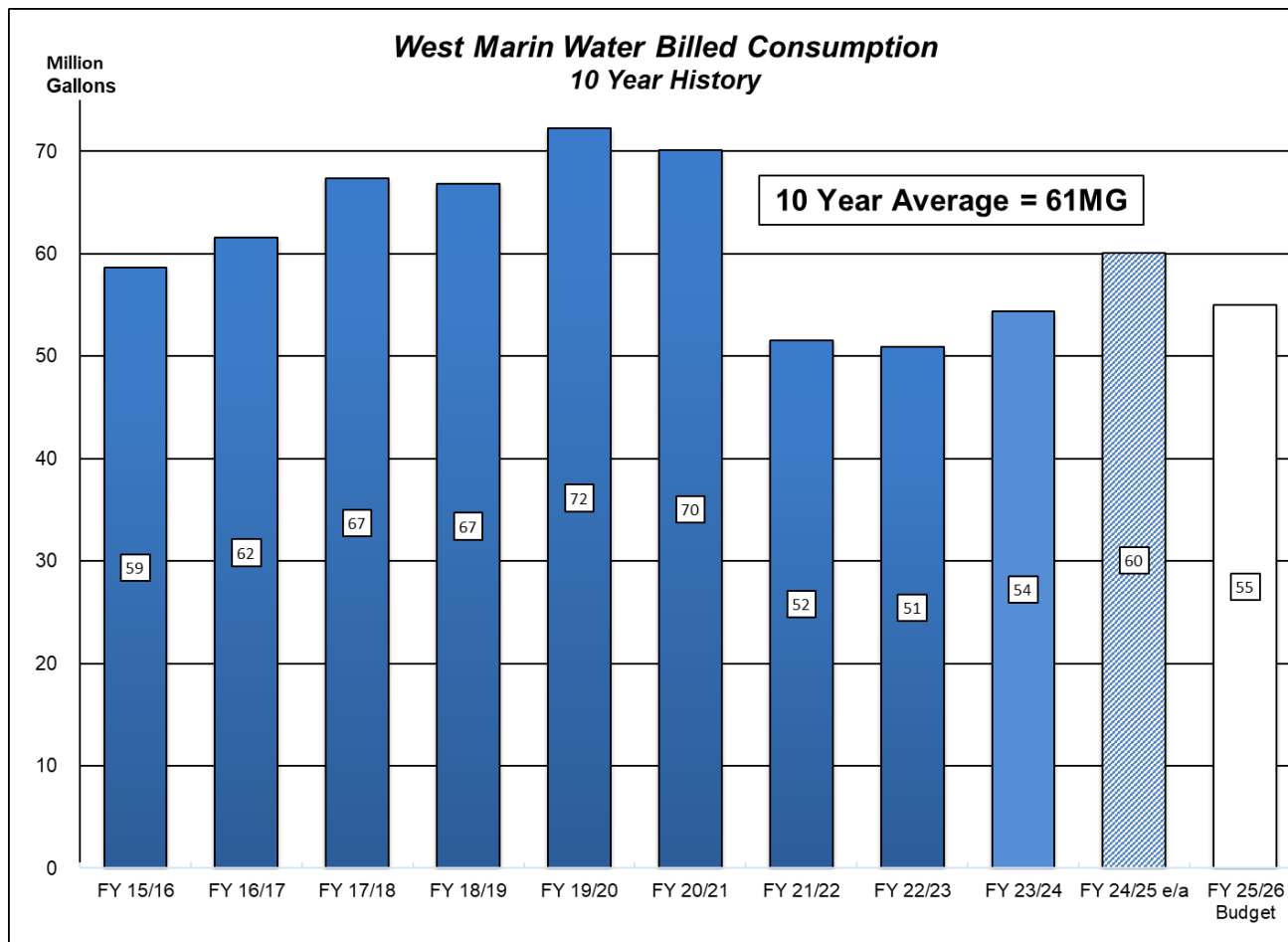
Novato Water Billed Consumption 10 Year History



Million
Gallons

Recycled Water Billed Consumption 10 Year History







Budget Summary

FY 25/26 Budget Summary

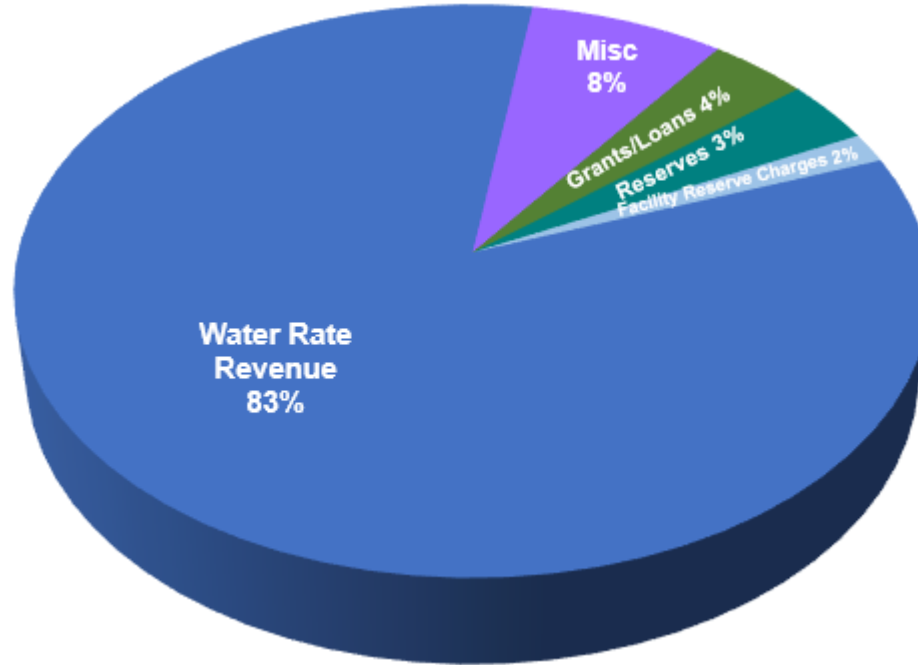
Operating Revenue

Service Area	Consumption Volume	Water Rate Revenue & OM Sewer Service	Wheeling & Misc. Service Charges	Total Operating Revenue
Novato Water	2.2 Billion Gallons	\$27,413,000	\$428,000	\$27,841,000
Recycled Water	215 Million Gallons	\$1,853,000	\$22,000	\$1,875,000
West Marin Water	55 Million Gallons	\$1,267,000	\$10,000	\$1,277,000
Oceana Marin Sewer	N/A	\$377,000	—	\$377,000
Total Operating Revenue		\$30,910,000	\$460,000	\$31,370,000



FY 25/26 Budget Summary

Sources = \$37,794,000



FY 25/26 Budget Summary

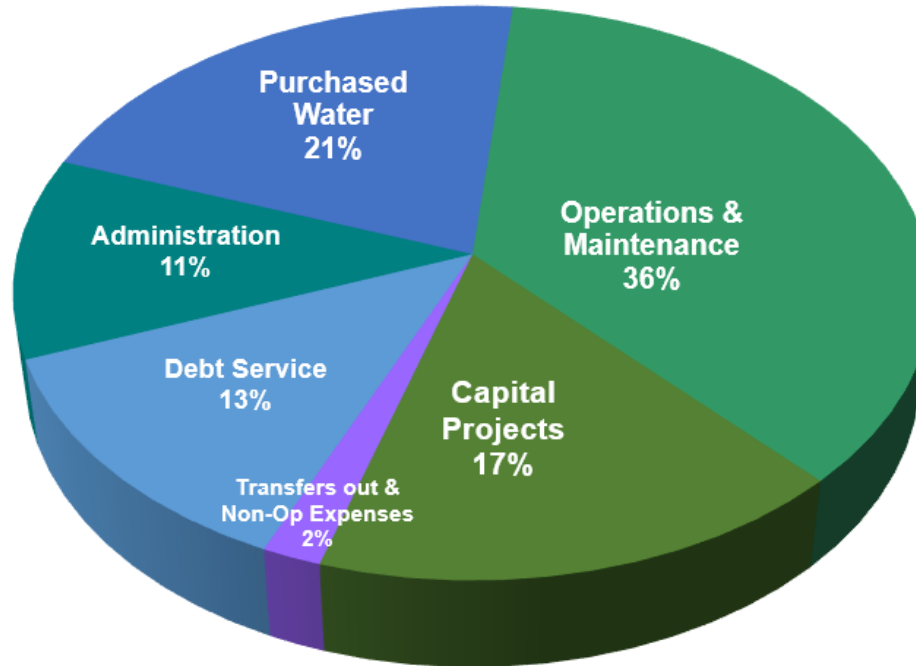
Operating Expenses

Service Area	Novato Water	Recycled Water	West Marin Water	Oceana Marin Sewer	Total
Source of Supply	\$7,385,000	\$363,000	\$38,000	-	\$7,786,000
Pumping	\$849,000	\$10,000	\$106,000	-	\$965,000
Operations	\$1,845,000	\$124,000	\$100,000	-	\$2,069,000
Water Treatment	\$3,161,000	\$14,000	\$359,000	-	\$3,534,000
Transmission & Distribution	\$4,894,000	\$80,000	\$187,000	-	\$5,161,000
Sewer Operations	-	-	-	\$333,000	\$333,000
Consumer Accounting	\$653,000	\$2,000	\$41,000	\$4,000	\$700,000
Water Conservation	\$547,000	-	\$13,000		\$560,000
General Administration	\$3,824,000	\$79,000	\$185,000	\$90,000	\$4,178,000
Total Operating Expenses	\$23,158,000	\$672,000	\$1,029,000	\$427,000	\$25,286,000



FY 25/26 Budget Summary

Uses = \$36,794,000



FY 25/26 Budget Review

Capital Improvement Projects (CIP)

Service Area and Type	FY 25/26	# of Projects
Novato Water		
Capital Improvement Projects	\$ 4,625,000	26
Less Funded by Loans/Grants/Other	(60,000)	
Novato Water Total	\$ 4,565,000	26
Recycled Water		
Capital Improvement Projects	\$ 100,000	1
Less Funded by Loans/Grants/Other	(100,000)	
Recycled Water Total	\$ -	1
West Marin Water		
Capital Improvement Projects	\$ 1,295,000	8
Less Funded by Loans/Grants/Other	(1,295,000)	
West Marin Water Total	\$ -	8
Oceana Marin Sewer		
Capital Improvement Projects	\$ 50,000	2
Less Funded by Loans/Grants/Other	-	
Oceana Marin Sewer Total	\$ 50,000	2
Total Pay-Go	\$ 4,615,000	37

Novato

- Novato Blvd Widening Diablo to Grant
- San Mateo Tank Transmission Main
- Lynwood Pump Station Design

Recycled Water

- No Planned Projects - \$100K budgeted for Miscellaneous Improvements

West Marin Water

- Lagunitas Creek Bridge Pipe Replacement
- Replace 2-Inch Galvanized Pipe – Sunnyside/Drakesview

Oceana Marin Sewer

- Sewer Force Main Improvements - FM 1A (Design Only)



FY 25/26 Budget Summary

Studies & Special Projects

Type/Area	Project	FY 25/26 Budget
General Studies		
	Emergency Operations Response Plan	\$100,000
	Strategic Plan Update (2025-2029)	15,000
	GIS Implementation Support	12,000
	Grant Consultant	10,000
Novato Service Area Studies		
	Novato Water Master Plan Update	\$225,000
	Urban Water Management Plan - 2025 Update	\$80,000
	Stafford Treatment Plant Risk Management Plan Update	\$35,000
	Miscellaneous Studies	\$30,000
West Marin Service Area Studies		
	West Marin Master Plan & Resiliency Study	\$75,000
Oceana Marin Service Area Studies		
	Oceana Marin Master Plan	\$50,000
Studies & Special Projects – Subtotal		\$632,000

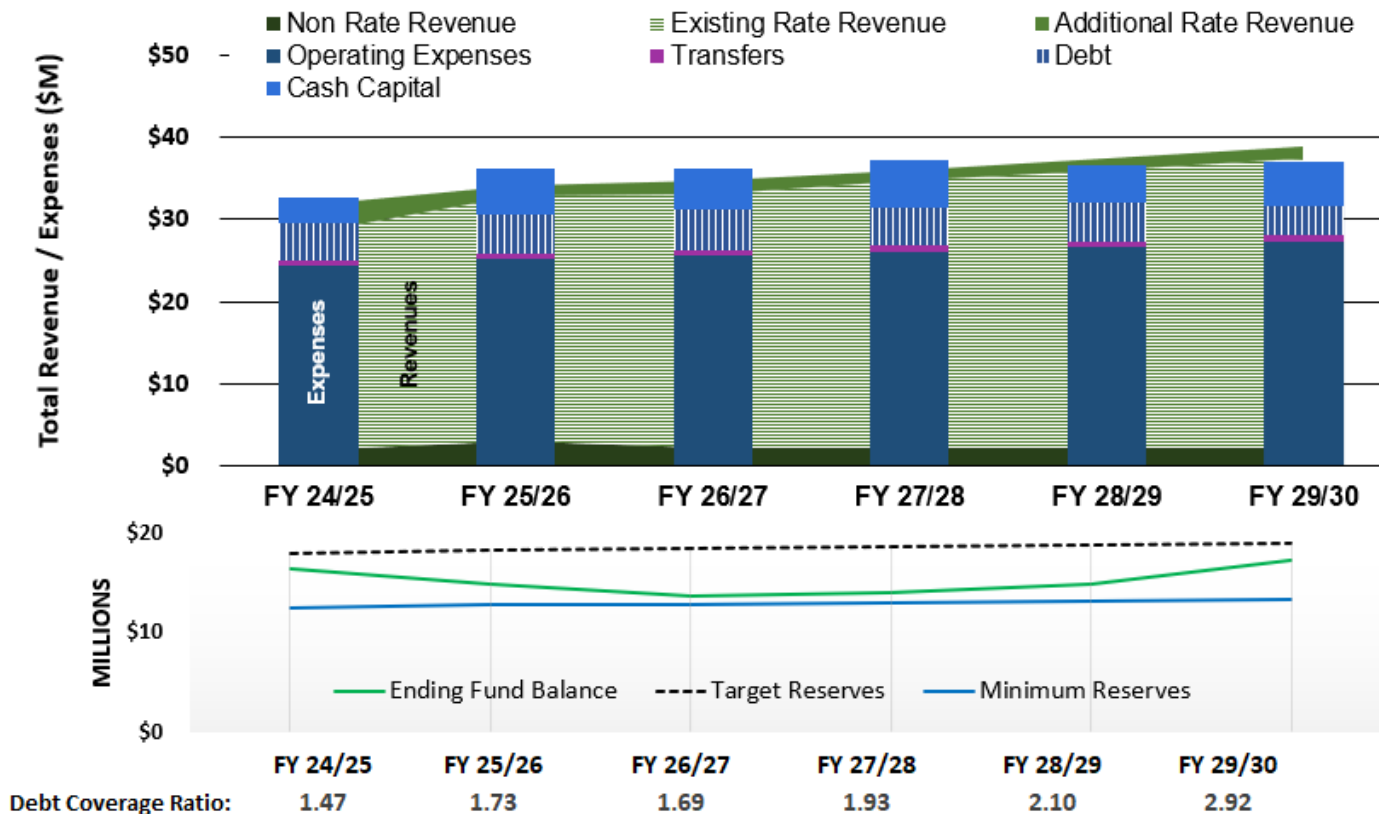




Financial Forecast & Debt Service

FY 25/26 Financial Forecast

Financial Forecast Summary - All Service Areas Combined



FY 25/26 Budget Summary

Debt Service

Service Area & Description	Issue Year	Interest Rate	Original Loan	Interest Expense	Principal Payments	Total Debt Service	Outstanding Balance 06/30/2026	Final Payment
Novato - SRF Loan STP	2004	2.39%	\$16,528,850	\$89,014	\$955,460	\$1,044,474	\$3,006,435	07/2029
Novato – Bank of Marin	2011	3.42%	\$7,000,000	\$87,545	\$394,497	\$482,042	\$2,346,993	10/2031
Novato – Chase Bank	2018	2.69%	\$4,600,000	\$72,227	\$305,000	\$377,227	\$2,380,000	03/2033
Novato – Webster Bank	2022	3.11%	\$20,000,000	\$547,061	\$800,835	\$1,347,897	\$16,789,561	03/2042
RW TP – SRF Loan	2006	2.40%	\$4,302,560	\$12,664	\$260,703	\$273,367	\$266,960	06/2027
RW North – SRF Loans (4)	2013	2.60%	\$4,375,605	\$48,818	\$233,074	\$281,892	\$1,644,549	Varies
RW South – SRF Loans (3)	2013	2.20%	\$5,361,952	\$54,925	\$277,482	\$332,407	\$2,219,107	Varies
RW Central – SRF Loan	2016	1.00%	\$7,130,503	\$56,412	\$219,361	\$275,773	\$5,421,800	12/2047
West Marin – Bank of Marin	2012	3.42%	\$1,000,000	\$12,851	\$57,908	\$70,758	\$344,513	10/2031
Total Debt Service			\$70,299,470	\$981,517	\$3,504,320	\$4,485,837	\$34,419,918	



Budget Review & Rate Hearing Schedule

- West Marin Water Rate Study (Review) March 18, 2025
- West Marin Water Rate Study (Accept) April 15, 2025
- Financial Plan Update Oceana Marin Sewer April 15, 2025
- Prop 218 Notices Sent to Customers (WM & OM) May 1, 2025
- Capital Improvement Projects Review (Review) May 6, 2025
- Operations & Maintenance and Capital Budget (Review) June 3, 2025
- Operations & Maintenance and Capital Budget (Approve) June 17, 2025
- Public Hearing to Enact Water (WM) & Sewer Rates (OM)(Approve) June 17, 2025





Questions?

8

DISBURSEMENTS - DATED 5/29/25

Date Prepared 5/27/25

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:


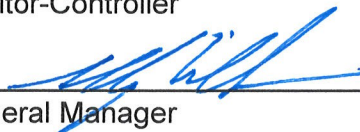
Seq	Payable To	For	Amount
P/R	Employees	Net Payroll P/E 5/15/25	\$198,414.49
90870*	Internal Revenue Service	Federal & FICA Taxes PPE 5/15/25	93,654.98
90869*	State of California	State Taxes & SDI PPE 5/15/25	22,239.81
90871*	CalPERS	Pension Contribution PPE 5/15/25	58,963.88
90872*	Nationwide	Deferred Compensation-457 PPE 5/15/25	16,444.61
90873*	Nationwide	Deferred Compensation 5/15/25-401A Match	2,828.49
90875*	US Bank Card	Pt Reyes Treatment Plant Internet (\$250), Gallagher Well Internet (\$107), 6" Aluminum Pipe (300') (\$6,494), Temp Utility Worker Job Posting (\$172), EV Charging (\$50), Microsoft Monthly Subscription Charges (\$495), Starter (\$647) & Lab Supplies (\$113)	8,328.01
90874*	Amazon	Magnetic Whiteboards (6) (\$564), Computer Monitor (\$158), Phase Detector (\$218), Drybox Cooler (Lab) (\$197), IT & Office Supplies	2,171.09
EFT*	US Bank	April Bank Analysis Charge (Lockbox \$920 & Other \$413 Less Interest \$158)	1,174.41
1	American Family Life Ins	Aflac May 2025 Employee Paid Benefit	4,385.60
2	Associated Right of Way Services	Prog Pymt #21: Valuation Services for Lynwood Pump Station (Bal Rem on Contract \$32,590)	345.00
3	AWWA CA-NV SEC	Backflow Certification Exam - Hanson	360.00
4	Fiserv/Bastogne	Refund - Unable To Locate Account	200.88
5	Bold & Polisner	March Legal Fees-General (\$5,714) & NMWD Portion Potter Valley Project (\$5,881)	11,595.00
6	Calcon Systems	SCADA Programming (STP)	1,290.00
7	CDW-Government, Inc.	Network Cable (IT)	328.35

Seq	Payable To	For	Amount
8	Cla-Val	Prog Pymt #1: Valve Replacement Project (Rem Bal \$19,147)	257,941.28
9	Comcast	May Internet (Buck Institute)	377.16
10	Comcast	May Phone Services (Rush Creek, Buck, & STP)	1,636.02
11	Comcast	May Internet Services (999 Rush Creek Pl)	1,573.65
12	DataTree	April Subscription to Parcel Data Information	100.00
13	Demeduc, Mary	Novato "Toilet" Rebate Program	100.00
14	Dickson	Re-Calibration of 8 Pressure Recording Units	1,607.00
15	Diesel Direct West	Diesel (400 Gal) & Gas (705 Gal)	5,571.39
16	Direct Line Inc	April Telephone Answering Service	197.00
17	E & M	Lynwood Pump Station Power Module Upgrade (Bal Rem on Contract \$6,211)	93,486.44
18	Emerson, William	West Marin "Washer Rebate" Program	75.00
19	Fasbinder, Thomas A.	Novato "Rainwater Harvesting" Rebate Program	165.00
20	Ferguson Waterworks	Elbows (2) & Valves (10)	5,079.47
21	Freyer & Laureta, Inc.	Prog Pymt #31: Engineering & Design Services for Lynwood Pump Station (Bal Rem on Contract \$62,714)	3,070.00
22	Grainger	Utility Blade, USB Cables (2) Dry Erase Board & Markers, Windsocks (2), Cable Ties, Spotlight, Sealant (12), Hose Assembly, Safety Pin (6), Grease Gun (\$334), Hard Hats (3), Insect Repellent (8) & Safety Vests (12)	1,662.49
23	Hellman, Sarah	Novato Water Smart Landscape Efficiency Rebate Program Residential	20.00
24	Home Depot	Gas Push Mower (\$283) Compressor (\$109), Miscellaneous Tools & Supplies	695.40
25	Idexx Laboratories	Lab Supplies	51.77
26	InfoSend, Inc.	April Processing Fees for Water Bills (\$1,498) & Postage (\$4,550) & April Monthly Support Fee (\$1,074)	7,122.02

Seq	Payable To	For	Amount
27	Kiosk Creative LLC	5-Year Strategic Plan Consulting April 2025	1,740.00
28	Lincoln Life Employer Serv	Lincoln Contributions PPE 5/15/25	7,400.31
29	Marin Independent Journal	San Mateo Transmission Main - Invite to Bid Ad	113.85
30	Marin LAFCO	Mapping Fee	247.50
31	Marin County Dept of Finance	STP State Revolving Fund Loan Semi-Annual Principal & Interest (#32 of 40)	496,772.36
32	Marquardt, Susan	Refund Overpayment on Closed Account	22.27
33	Meadowcreek Station HOA	Return Payment - Not Our Customer	5,617.09
34	Meridian	Pump Assembly	466.91
35	Mitch's Certified Classes	Registration fee for Backflow Prevention Assembly Course (9/15-9/19/25) (Hanson)	1,400.00
36	Mutual of Omaha	June 2025-Mutual of Omaha Group Life/ADD Insurance Premium & Vision	2,299.20
37	National Safety Council	Membership Renewal (Clyde) (7/25-6/26)	549.00
38	Nerviani's Backflow	Backflow Testing (37)	2,405.00
39	North Bay Gas	Oxygen (Yard), CO2 (Yard), & Nitrogen (STP)	247.28
40	Pace Supply	Connection Ring (30), Coupling (4) & Clamp (6)	3,021.38
41	Redwood Health Services, Inc.	Jan 2025 Dental Claims & March 2025 Fees Expense	7,622.30
42	Scott Technology Group	May Monthly Maintenance on Engineering & Admin Copiers & Contract Overage Charge	520.06
43	Service Station Systems	Annual Air Quality Test & Misc. Repair Costs for Fuel Tanks	950.00
44	Shah, Sonali	Novato "Toilet Rebate" Program	100.00
45	Sharif-Fard, Nazanin	Novato "Toilet Rebate" Program	200.00
46	Sonoma County Water Agency	April Contract Water	555,098.03
47	State Water Resources Control	SRF Loan Principal & Interest-Recycled Water North Seg 3 (Pynt #13 of 20)	96,153.16
48	Tank Retailer	Floating Dock Strainer & 4" Swivel	1,002.01

Seq	Payable To	For	Amount
49	Thomas Scientific	Lab Supplies	230.77
50	Uline	Filters (5) & Respirator Mask (Lab)	102.12
51	Unicorn Group	Annual Reports Booklets (10)	125.00
52	United Parcel Service	Delivery Services: Sent to Pipette.com	34.79
53	USA BlueBook	Turbidity Standard (STP)	440.24
54	US Bank	April Safekeeping Treasury Securities	131.50
55	VWR International LLC	Sulfuric Acid (Lab), Water Filter, & Bottle Media w/Caps (6) (\$420)	566.23
56	White & Prescott	Prog Pymt #54: Verandah Oaks Water Line Easement (Bal Rem on as needed Contract \$16,220)	1,305.00
TOTAL DISBURSEMENTS			<u>\$1,990,139.05</u>

The foregoing payroll and accounts payable vouchers totaling \$1,990,139.05 are hereby approved and authorized for payment.

	<u>05/28/25</u>
Auditor-Controller	Date
	<u>5/28/2025</u>
General Manager	Date



MEMORANDUM

To: Board of Directors

June 3, 2025

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

Subj: Auditor-Controller's Monthly Report of Investments for April 2025
t:\acl\word\invest\25\investment report 0425.doc

RECOMMENDED ACTION: Information

FINANCIAL IMPACT: None

At month end the District's Investment Portfolio had an amortized cost value (i.e., cash balance) of \$23,368,173 and a market value of \$23,381,970. During April the cash balance increased by \$38,086. The market value of securities held increased \$19,182 during the month. The total unrestricted cash balance at month end was \$1,609,558, 73% of the Target Reserves are funded and 105% of the Minimum Reserves are funded.

At April 30, 2025, 69% of the District's Portfolio was invested in California's Local Agency Investment Fund (LAIF), 21% in Time Certificates of Deposit, 5% in the Marin County Treasury, and 5% retained locally for operating purposes. The weighted average maturity of the portfolio was 93 days, compared to 92 days at the end of March. The LAIF interest rate for the month was 4.28%, compared to 4.48% the previous month. The weighted average Portfolio rate was 3.95%, compared to 4.01% for the prior month.

Investment Transactions for the month of April are listed below:

4/7/2025	Morgan Stanley Bank N	US Bank	\$244,000	CD Maturity
4/7/2025	Morgan Stanley Bank P	US Bank	\$244,000	CD Maturity
4/10/2025	US Bank	Toyota Finl Svgs Bk NV	\$245,000	Purchase 4.00% TCD due 4/12/27 - Semi-Annual Pay

ATTACHMENTS:

1. Monthly Report of Investments – April 2025

NORTH MARIN WATER DISTRICT
AUDITOR-CONTROLLER'S MONTHLY REPORT OF INVESTMENTS
April 30, 2025

Type	Description	S&P Rating	Purchase Date	Maturity Date	Cost Basis ¹	4/30/2025 Market Value	Yield ²	% of Portfolio
LAIF	State of CA Treasury	AA-	Various	Open	\$16,246,677	\$16,260,474	4.28% ³	69%
Time Certificate of Deposit								
TCD	Raiz Federal Credit Union	n/a	5/11/23	5/12/25	248,000	248,000	4.85%	1%
TCD	Hughes Federal Credit Union	n/a	6/29/23	6/30/25	248,000	248,000	5.25%	1%
TCD	Farmers Ins Credit Union	n/a	1/18/24	1/20/26	249,000	249,000	4.50%	1%
TCD	Eagle Bank	n/a	2/21/24	2/23/26	244,000	244,000	4.60%	1%
TCD	Bank of America	n/a	2/22/24	2/23/26	244,000	244,000	4.65%	1%
TCD	Pacific Premier	n/a	3/15/24	3/16/26	244,000	244,000	4.75%	1%
TCD	Valley National Bank	n/a	4/9/24	4/9/26	244,000	244,000	4.70%	1%
TCD	Wells Fargo Nat'l Bank	n/a	6/11/24	6/11/26	248,000	248,000	5.10%	1%
TCD	First Merchant Bank	n/a	6/28/24	6/29/26	244,000	244,000	4.80%	1%
TCD	BMW Bank NA	n/a	7/9/24	7/13/26	244,000	244,000	4.70%	1%
TCD	Israel Disc Bk Ny	n/a	9/13/24	9/14/26	245,000	245,000	4.00%	1%
TCD	Ally Bank Sandy Utah	n/a	10/3/24	9/28/26	245,000	245,000	3.80%	1%
TCD	Utah First Fec CR UN Salt Lake	n/a	10/18/24	10/19/26	249,000	249,000	4.00%	1%
TCD	American Express Nat'l Bank	n/a	11/7/24	11/6/26	245,000	245,000	4.00%	1%
TCD	Bank of Hapoalim NY	n/a	11/26/24	11/23/26	245,000	245,000	4.10%	1%
TCD	Dr Bank Darien	n/a	12/20/24	12/21/26	249,000	249,000	4.10%	1%
TCD	Goldman Sachs Bk USA	n/a	1/28/25	1/28/27	244,000	244,000	4.15%	1%
TCD	Oregon Community CU	n/a	2/24/25	2/24/27	249,000	249,000	4.30%	1%
TCD	Security First Bk	n/a	3/21/25	3/22/27	245,000	245,000	4.00%	1%
TCD	Toyota Fncl Svgs BK NV	n/a	4/10/25	4/12/27	245,000	245,000	4.00%	1%
					\$4,918,000	\$4,918,000	4.42%	21%

Other

Agency Marin Co Treasury	AAA	Various	Open	\$1,069,939	\$1,069,939	0.73%	5%
Other Various	n/a	Various	Open	1,133,557	1,133,557	0.15%	5%
TOTAL IN PORTFOLIO				\$23,368,173	\$23,381,970	3.95%	100%

Weighted Average Maturity = **93 Days**

LAIF: State of California Local Agency Investment Fund.

TCD: Time Certificate of Deposit.

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

Agency: STP State Revolving Fund Loan Reserve.

Other: Comprised of 5 accounts used for operating purposes. US Bank Operating Account, US Bank STP SRF Loan Account, US Bank FSA Payments Account, Bank of Marin AEEP Checking Account & NMWD Petty Cash Fund.

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

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

³ Earnings are calculated daily - this represents the average yield for the month ending April 30, 2025.

Interest Bearing Loans	Loan Date	Maturity Date	Original Loan Amount	Principal Outstanding	Interest Rate
Marin Country Club Loan	1/1/18	11/1/47	\$1,265,295	\$990,084	1.00%
Marin Municipal Water - AEEP	7/1/14	7/1/32	\$3,600,000	\$1,458,848	2.71%
Employee Housing Loan	Various	Various	550,000	550,000	Contingent
TOTAL INTEREST BEARING LOANS			\$5,415,295	\$2,998,932	

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

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MEMORANDUM

To: Board of Directors

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

Subject: FY 25/26 Insurance Renewal
t:\ac\word\insurance\26\fy26 ins memo.docx

Date: June 3, 2025

RECOMMENDED ACTION: Information Only

FINANCIAL IMPACT: \$470,472 – Included in Fiscal Year (FY) 25/26 Operations Budget

Arthur J. Gallagher & Co. Insurance Brokers of CA, Inc., in San Francisco, has been the District's brokerage firm for the past thirteen years. JPRIMA (CalMutuals Joint Powers Risk and Insurance Management Authority) has carried our Property and Liability coverage package for the past six years, including Workers' Compensation coverage with JPRIMA-Zenith Insurance Company.

The recommended Property and Liability coverage this year was JPRIMA for the District's General Liability coverage and a standalone policy for Property coverage through Swiss Re Corporate Solutions. This combination of Property and Liability Coverage is \$305,576 compared to \$280,425 last year. The 1st dollar worker's compensation coverage plan came in at \$179,626 compared to \$193,779 last year. This coverage is for a pooled type deductible plan.

Prior to FY 19/20, the District self-insured the first \$1 million of its general and auto liability since 1989, which is also known as a Self-Insured Retention (SIR). By selecting the deductible plan package proposal, the District's risk is reduced by \$900,000 to a maximum of \$100,000 per claim.

Created in 2016, JPRIMA is a pooled insurance program designed specifically for mutual water companies, as well as smaller water programs. The Authority provides customized insurance solutions to small water systems throughout California whose operations comprise the development, transportation, management, storage, treatment or distribution of water. JPRIMA is operated by Allied Public Risk, a Managing General Underwriter (MGU), that sees to the day-to-day operations and internal practices of the pool.

The total package, including Workers Compensation, reflects a cost increase of \$5,969 (1.3%) from the current year premium. General liability and auto increased \$20,091 (7.9%), Workers Comp decreased \$14,153 (7.3%), Cyber liability is estimated to increase \$292 (4.4%), and Environmental & Railroad Liability Insurance decreased \$262 (2.4%).

INSURANCE MARKET RECAP

Fewer insurance carriers are willing to underwrite public sector risks, reducing competition and limiting options for both coverage and pricing. While the property insurance market is beginning to stabilize, challenges remain. According to Gallagher's March 2024 Insurance Market Report, clients may see more predictable renewals, though modest rate increases are still expected. Workers' compensation continues to be a relatively stable, with predictable performance across industries, including the public sector. Cyber insurance remains a difficult area for public agencies due to the demanding underwriting, exposure concerns, and volatile pricing. Environmental, social, and political factors, along with ongoing claim trends and capacity constraints, continue to shape the market dynamics.

PROPOSAL SUMMARY

Below is a summary which outlines the total cost of insurance by type. This table compares the cost of insurance for FY 24/25 to FY 25/26.

Insurance Proposal	FY24/25	FY25/26	% Δ
Property (Includes Crime)	\$130,386	\$105,246	(19.3%)
Liability ¹ (Includes Auto & PO/Mgmt Liability)	\$122,714	\$167,945	36.9%
Workers' Comp	\$193,779	\$179,626	(7.3%)
Cyber Liability	\$6,708	\$7,000	4.4%
Environmental & Railroad Liability	\$10,917	\$10,655	(2.4%)
Total Cost	\$464,504	\$470,472	1.3%

A further breakdown is shown in the table below which outlines the total coverage, deductibles, and premiums by type of insurance. This table also compares these variables related to insurance for FY 24/25 compared to FY 25/26. Following the table are descriptions of the types of insurance policies obtained by the District in FY 25/26.

CARRIER	TYPE	FY 2024/25 Renewal			FY 2025/26 Renewal		
		COVERAGE	DEDUCTIBLE	PREMIUM	COVERAGE	DEDUCTIBLE	PREMIUM
Swiss Re Corp Solutions	Property Insurance	\$ 91,090,596	\$ 50,000	\$ 128,226	\$ 102,342,909	\$ 50,000	\$ 103,000
JPRIMA-ALLIED WORLD	General Liability *	10,000,000	100,000	65,479	10,000,000	100,000	107,251
JPRIMA-ALLIED WORLD	Vehicle-Physical Damage	1,444,434	25,000	38,168	1,000,000	25,000	38,070
JPRIMA-ALLIED WORLD	Public Officials/Employment Pract. Liability	1,000,000	100,000	19,067	1,000,000	100,000	22,624
JPRIMA-ALLIED WORLD	Employee Fidelity (Crime)	\$250K-\$1M	100,000	2,160	\$250K-\$1M	100,000	2,246
JPRIMA-Zenith	Workers' Compensation	Statutory	-	193,779	Statutory	-	179,626
Great American	Cybercrime Insurance	1,000,000	10,000	6,708	1,000,000	10,000	7,000
Illinois Union Insurance /Hudson Insurance	Environmental & Railroad Liability Insurance - SMART	2,000,000	25,000	10,917	2,000,000	25,000	10,655
	Total Cost			\$464,504			\$470,472

¹ Liability amounts shown are NMWD's net cost after MCWCFCD's contribution (\$27,325 in FY 24/25 and \$32,385 in FY 25/26).

PROPERTY INSURANCE

Property insurance protects the District against loss or damage that occurs to the District's buildings, equipment and water storage tanks. Structures and tanks are insured in an amount up to the value of the asset. Equipment coverage is provided on an agreed value basis. In December 2015, the District obtained a certified appraisal of its buildings, pump stations and water storage tanks to minimize negotiation in the event of a property loss. These values were being adjusted each year by the San Francisco Construction Cost index published in the Engineering News Record, however insurance carriers now require an increase of at least 7%. The insured value of the District's property, excluding fleet vehicles increased 7% from the prior year, to \$97 million.

GENERAL AND AUTO LIABILITY UMBRELLA INSURANCE

General and Auto Liability umbrella coverage provides an additional layer of coverage in the event of a large liability claim (bodily injury, property damage, personal injury) where the damage exceeds both the deductible and primary General Liability coverage limit. The umbrella covers subsidence, failure to supply, inverse condemnation, eminent domain and dam failure.

A 1985 agreement with the Marin County Flood Control and Water Conservation District (MCFCWCD) requires North Marin to maintain a minimum \$10 million liability policy and obligates MCFCWCD to pay the incremental cost of increasing the limit from \$5 million to \$10 million.

JPRIMA's General Liability package insures the first \$1 million and their Excess Liability package insures the next \$9 million, providing total coverage of \$10 million. Under JPRIMA's proposed policy, MCFCWCD's share of the cost will be \$32,385 next fiscal year for the \$5 million in additional coverage required under the agreement.

VEHICLE PHYSICAL DAMAGE INSURANCE

Comprehensive & Collision insurance for District autos and trucks protects the District against physical damage occurring due to collision, fire, theft, etc., on an agreed value basis. The insured value of the District's vehicle fleet decreased 2.4% to \$1,409,200 over the prior FY.

PUBLIC OFFICIALS ERRORS & OMISSIONS AND EMPLOYMENT PRACTICES LIABILITY

Errors and Omissions is a form of liability coverage that insures the District Board and Officers against claims made for "breach of duty" occurring through negligence, error or unintentional omission. It also includes Directors' and Officers' Employment Practice Liability Insurance, covering claims for wrongful termination, discrimination, harassment, etc.

EMPLOYEE FIDELITY (CRIME) INSURANCE

The employee blanket fidelity bond insures the District against loss occurring through dishonesty (fraud) on the part of District employees. Crime coverage includes employee theft and electronic funds transfer fraud.

WORKERS' COMPENSATION INSURANCE

In 2019, the District entered into a 1st dollar workers' compensation plan with Zenith Insurance Company. This type of plan is a pooled plan which eliminates the risk of \$1M out of pocket costs as with the previous Self-Insured Retention plan as well as reduced administrative costs.

CYBER LIABILITY INSURANCE

The District first purchased a Cyber Liability policy in FY14/15. Cyber Liability coverage insures against loss of sensitive or personally identifiable information (such as social security numbers, credit card numbers, etc.) and third-party claims.

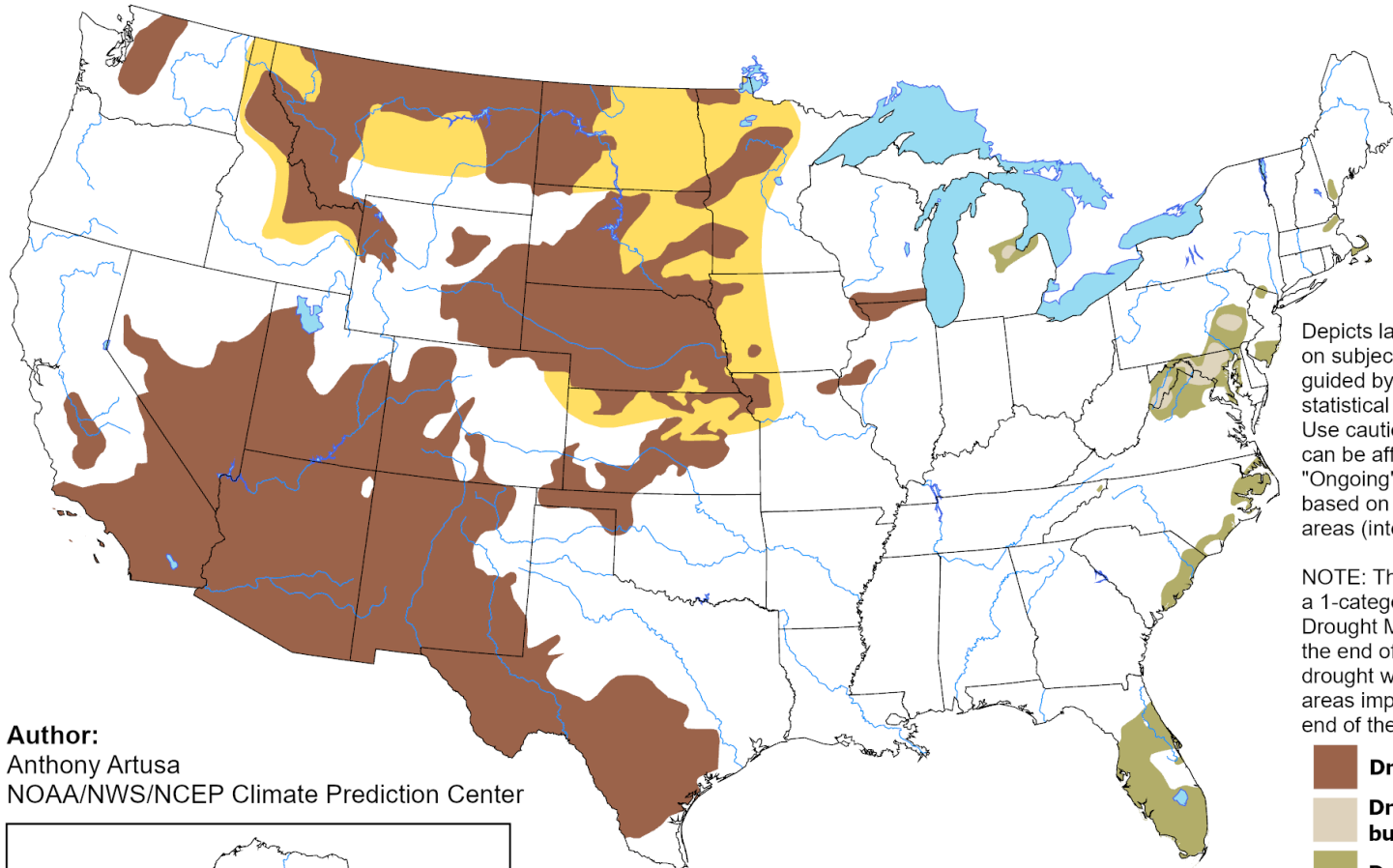
ENVIRONMENTAL & RAILROAD INSURANCE

The District first purchased Environmental and Railroad Protective Liability Insurance in FY 23/24. This coverage is a requirement of SMART if the District does work within 25ft of the railroad tracks.

U.S. Seasonal Drought Outlook

Drought Tendency During the Valid Period

Valid for May 15 - August 31, 2025
Released May 15, 2025

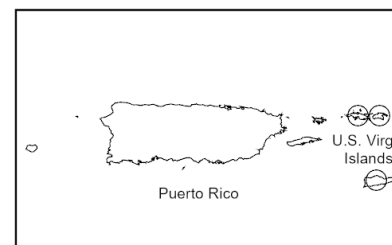
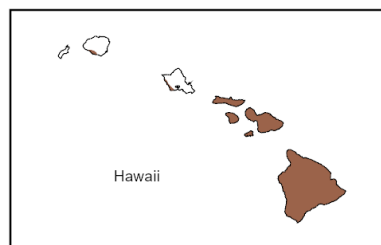


Depicts large-scale trends based on subjectively derived probabilities guided by short- and long-range statistical and dynamical forecasts. Use caution for applications that can be affected by short lived events. "Ongoing" drought areas are based on the U.S. Drought Monitor areas (intensities of D1 to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

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

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

Author:
Anthony Artusa
NOAA/NWS/NCEP Climate Prediction Center



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

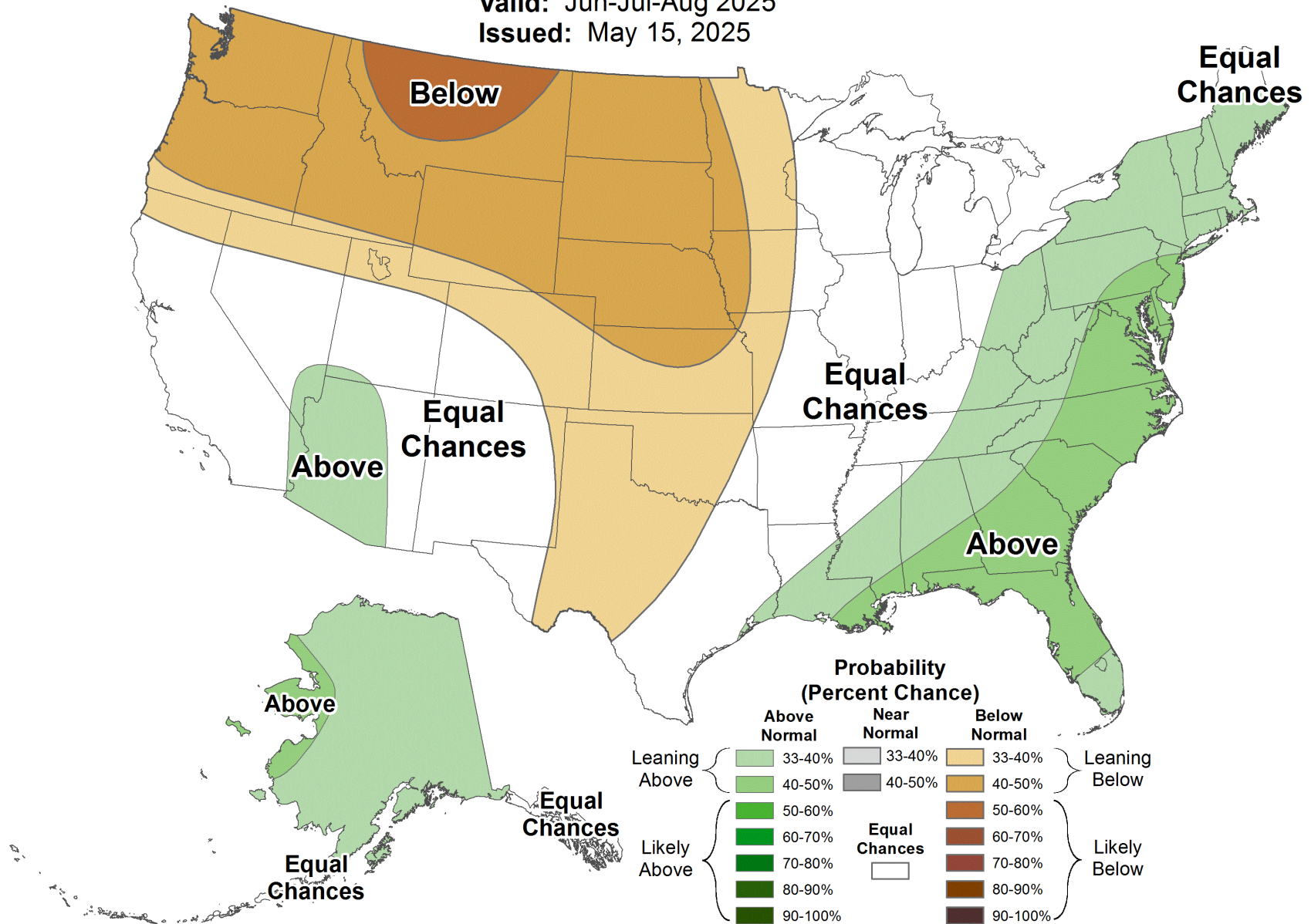


Seasonal Precipitation Outlook



Valid: Jun-Jul-Aug 2025

Issued: May 15, 2025



Jerome Gilbert Obituary

Jerome B. Gilbert
11/29/1930 - 05/13/2025

Jerome "Jerry" Gilbert, a nationally respected California water engineer, devoted husband, lifelong tennis player, and passionate lover of classical music, passed away peacefully on May 13, 2025, at the age of 94.

Born in Dayton, Ohio in 1930, Jerry graduated in civil engineering from the University of Cincinnati in 1953 and earned his master's degree from Stanford University in 1954. His engineering career began at the North Marin Water District, where he helped lead the pipeline connection from North Marin to the Russian River water supply. This formative role launched a lifelong commitment to improving California's water systems-technically, environmentally, and institutionally.

Over the decades, Jerry became a defining figure in California water management. He led public agencies, authored critical state and national legislation-including the EPA Clean Water Act and California's Porter-Cologne Act-and served as the first Executive Officer of the State Water Resources Control Board. From helping to clean up San Francisco Bay to championing integrated water systems and conservation planning, Jerry's leadership shaped decades of water policy in one of the most complex environments in the US.

He later founded JB Gilbert & Associates, which led major projects such as the regional sewage control system for Sacramento, sewage control for San Francisco, and the first water quality plan for Lake Tahoe. As General Manager of the East Bay Municipal Utility District, he modernized infrastructure, secured water rights to the American River, and helped advance the use of ozone and carbon in water treatment. Even into the 1990s, Jerry was pioneering new models for water facility development across the West Coast.

Throughout his career, Jerry served in leadership roles across major professional organizations. He was President of the American Water Works Association from 1979 to 1980 and President of the American Academy of Environmental Engineers and Scientists from 1991 to 1992. He also held multiple roles within the International Water Association, contributing to international collaboration and standards in water management. In recognition of his significant contributions to the field, he was inducted into the National Academy of Engineering and received numerous awards, including the prestigious Abel Wolman Award of Excellence.

While his accomplishments were many, Jerry's greatest legacy was the life he built with his wife, Judy. They met when she was 17 and he was 20, introduced by her brother Joe, Jerry's college roommate at the University of Cincinnati. From the beginning, theirs was a partnership built not only on love, but on deep respect, intellectual curiosity, and unending conversation. They never stopped talking-about history, water, and family. He sought her insight daily, and her belief in him-his mind, his potential, his purpose-was constant and foundational.

Their shared love of learning shaped everything. In their early years together, they were fascinated with Mexican culture and folk music. Jerry learned to play guitar. He and Judy sang their favorite songs together. This spirit of openness and curiosity led to a lifelong love of travel. Together they explored the world, embracing new cultures and perspectives. Along the way, colleagues became friends, and those friendships became lasting connections across continents.

A gifted athlete, Jerry played tennis throughout his life, including as a doubles partner to Tony Trabert during college. He remained an active member of the Berkeley Tennis Club and found joy on the court well into his later years. Inspired by his mother, a professional musician, he carried a lifelong love of classical music, especially chamber music, which enriched his life and spirit.

Jerry was also a loving and playful father and grandfather. Charming, funny, and grounded, he delighted in teasing his daughters and grandchildren with a twinkle in his eye.

Jerry is survived by his wife Judy; their three daughters-Victoria Quintanilla, Jean Smith, and Tania Scheer; and four grandchildren-Dominique, Andrea, Noelle, and Nicholas.

He will be remembered for his humor, charm, pragmatic brilliance, and his ability to bring people together-to lead and inspire them through collaboration and determination to do great things.

To plant trees in memory, please visit the [Sympathy Store](#).

Published by San Francisco Chronicle on May 25, 2025.



MENDOCINEVER

MENDOCINO OFFICIALS BRACE FOR PG&E'S ABANDONMENT OF THE POTTER VALLEY PROJECT

Categories: News → Water



Monica Huettl May 19, 2025

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Scott Dam, one of two dams that make up the Potter Valley Project [Photo from the Russian River Flood Control and Conservation District]

At its May 8 meeting, the Mendocino County Inland Water and Power Commission (IWPC) focused once again on PG&E's planned withdrawal from the Potter Valley Project and the region's efforts to secure long-term water supplies. Central to the discussion was the New Eel Russian Facility (NERF), a proposed infrastructure project that would maintain Eel River water diversions into the Russian River after PG&E's exit.

The IWPC, a joint powers authority composed of five local agencies—the County of Mendocino, the Redwood Valley County Water District, the City of Ukiah, the Potter Valley Irrigation District, and the Russian River Flood Control and Water Conservation Improvement District—continues to work in partnership with Sonoma County and Sonoma Water through the Eel Russian Project Authority (ERPA). ERPA is leading negotiations with PG&E and planning for the construction of NERF.

IWPC operates on a modest budget of \$420,000 this year, primarily allocated toward legal and engineering support during the ongoing negotiations. Each member agency has been invoiced \$84,000 to fund the commission's work. IWPC Chair Janet Pauli and assistant Candace Horsley continue to manage the commission's day-to-day operations.

A notable development discussed at the meeting was the Russian River Flood Control District's ongoing annexation of the Redwood Valley County Water District. While a portion of Redwood Valley already falls within the Flood Control boundary, full annexation would allow the district to purchase water stored in Lake Mendocino under a Uniform Water Supply and Purchase Agreement—a significant improvement from its current reliance on surplus water purchases. The annexation requires approval from the Local Agency Formation Commission (LAFCO).

Elizabeth Salomone, General Manager of Flood Control, recommended that commissioners view the May 1 Ukiah Valley Water Authority (UVWA) meeting, during which Pauli provided an update on PG&E negotiations and the feasibility study to raise Coyote Dam. UVWA is expected to join IWPC, pending amendments to the joint powers agreement by attorney Phil Williams and approvals from the boards of the five member agencies.

"We are continuing to have discussions regarding the water diversion agreement between partners," Pauli said. "We're also still having regular discussions with PG&E on details of what they're planning to include in the final application that's going to go to FERC at the end of July." PG&E's application is expected to be similar in scope to the 2,000-page draft it filed in January. Pauli added, "All indications to me are that the inclusion of NERF in that document will be there."



While the diversion agreement between Sonoma County, Sonoma Water, IWPC, and the Round Valley Indian Tribes does not need to be finalized by July, discussions are progressing. Representatives from Russian River Flood Control requested the opportunity to review the draft agreement before submission. Pauli assured them that all member agencies would have a chance to comment.

Tensions about outside pressure surfaced when Salomone asked whether recent media coverage and alternative viewpoints could affect the negotiations. "I'm not saying that each entity doesn't have its own pressure," Pauli said, "but within our meetings, I'm not seeing that. It's not 100% approval yet, but we are moving well together." Though not named, the remarks appeared to reference groups such as the Lake Pillsbury Alliance, which opposes the decommissioning of Lake Pillsbury. Pauli declined to comment on those groups after the meeting.

Commissioner Bree Klotter raised the question of hiring a general manager for IWPC as the workload increases with NERF planning and the Coyote Dam feasibility study. Pauli said a job description would be needed but suggested that member agency staff could assist in the interim.

On the public outreach front, Pauli reported that the City of Ukiah is providing resources, and commissioners will be tasked with delivering consistent messaging to the public. Talking points are in development, and an "All Boards" meeting of the IWPC agencies is scheduled for May 29 in Ukiah.

"I think there is a time coming really quickly where expansion is going to be needed on several different fronts," Pauli said. She acknowledged the effort and financial commitment of member agencies to date, noting that broader participation would be necessary going forward.

Supervisor and Commissioner Madeline Cline recommended that formal management structure be discussed with member agencies and added to a future agenda.

Regarding ERPA, Sonoma County has absorbed most of the project's costs so far. With a larger population base and a staff of hydrologists, biologists, and attorneys, Sonoma Water has been able to contribute significantly. The next ERPA board meeting is tentatively set for July 21 in Santa Rosa.

The Coyote Dam Feasibility Study, a partnership between IWPC, the Army Corps of Engineers, and the Lytton Rancheria, aims to determine whether the dam can be raised to increase storage capacity. No formal meeting of those partners has occurred since a signing ceremony last month. Commissioners discussed forming an ad hoc committee to oversee the study, with John Rardin requesting that a representative from Flood Control be included, given its exclusive water rights to Lake Mendocino.

Pauli emphasized that storing water diverted by NERF for use in the dry season is essential. The feasibility study will determine whether dam modifications can make that possible.

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Finally, commissioners reviewed a recent update from the National Marine Fisheries Service (NMFS), which in 2008 found that water releases from Coyote Dam and Warm Springs Dam were jeopardizing Russian River fish populations. A new biological opinion issued last month reversed that finding, citing habitat improvements downstream from Warm Springs. No such restoration has occurred below Coyote Dam, yet fish there were also found to be not in jeopardy.



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