

**NORTH MARIN WATER DISTRICT
MINUTES OF REGULAR MEETING
OF THE BOARD OF DIRECTORS
November 15, 2005**

CALL TO ORDER

President Baker called the regular meeting of the Board of Directors of North Marin Water District to order at 7:30 p.m. at the District headquarters and the agenda was accepted as presented. Present were Directors Jack Baker, Rick Fraites, Steve Petterle, Dennis Rodoni and John Schoonover. Also, present were General Manager Chris DeGabriele, Secretary Renee Roberts, Auditor-Controller David L. Bentley and Chief Engineer Drew McIntyre.

District employees Mike McMaster (Operations Superintendent), and Pablo Ramudo (Water Quality Supervisor) were in the audience.

MINUTES

On motion of Director Schoonover, seconded by Director Petterle and unanimously carried the Board approved the minutes from the previous meeting as mailed.

GENERAL MANAGER'S REPORT

Black Point Partnership

Mr. DeGabriele reported that a Deed of Trust on the StoneTree Golf Course property has been executed by Black Point Partnership as performance guarantee for the Recycled Water Project naming the District as beneficiary and is in process of being recorded. He stated that the project will be rebid after the first of the year in hopes that construction costs will stabilize, especially asphalt and plastic pipe.

ACWA Conference

Mr. DeGabriele advised the Board that he will be attending the ACWA conference November 30 through December 1 and that the Auditor-Controller will be acting General Manager in his absence.

STRAW Project

Mr. DeGabriele reported that on December 6 there will be a STRAW project at Stafford Lake Park and that the Bay Institute has invited the Board and staff. He stated that he will be unable to attend as he will be in Sacramento on that day, but that a member of staff will attend.

Holiday Luncheon

Mr. DeGabriele advised the Board that the District holiday luncheon will be on Thursday, December 15 at noon.

OPEN TIME

Palmer Tank

Chief Engineer Drew McIntyre reported that he met with Dave Wallace, Planning Director of the City of Novato, to ascertain if a lot line adjustment to accommodate a different configuration of the tank site is sufficient or if revision to the precise development plan is required. He stated that the city determined that a lot line adjustment will be sufficient. He stated that he will provide an update at the December 6 Board meeting and request approval by the Board for the lot line adjustment at the second meeting in December.

MONTHLY PROGRESS REPORT

The General Manager reported that Novato annual water production through October has increased 8% from one year ago, but that sales are down. He stated that staff is investigating as to why there is such a difference between production and sales. He stated that Stafford Treatment Plant has not produced water in October and will not produce water in November. He stated that at the Principal's meeting on Friday, he expressed to the contractor, Frontier Contracting, Inc. (FCI), his displeasure with the progress and demanded a completion schedule and that FCI increase staff. He also stated that new media will be reinstalled next week.

Mr. DeGabriele reported that major developer projects include Building 503 Fire Service, Village Novato Phase 1 and Dick Land Division and District projects include completion of Olema Tank and Blvd Terrace Pipeline Relocation. He also reported that there were no additional lost time injuries and the Summary of Complaints show that complaints have decreased 22% from one year ago.

Mr. DeGabriele stated that in West Marin, production is down 13%, and that the cooler summer and repaired system leaks last year have contributed to the decrease. Oceana Marin is in good shape, and the treatment and storage ponds are at safe levels.

Mr. Bentley reported that the District has 15% liquidity of its investments due to the 4-week turnaround on the reimbursement of the SRF loan for the Stafford Treatment Plant Project and will be back in compliance with District internal policy of 20% liquidity by next month.

CONSENT CALENDAR

On motion of Director Petterle, seconded by Director Fraites and unanimously carried by the Board, the Consent Calendar was approved.

Water Service Agreement - Tamalpais Avenue Land Division – Rice (APN 140-181-79)

This project subdivides an existing 0.7-acre parcel with one residence into three lots for single family homes. Water facilities include 25 feet of 6-inch PVC main, 75 feet of 1-inch copper, one residential fire hydrant and three 1-inch meters. The existing residence's 3/4-inch service will be killed.

The Board authorized Resolution No. 05-42 entitled, "Water Service Facilities Construction Agreement with Michael Rice."

Vehicle Disposal

The Board authorized the Construction Superintendent to dispose of four District vehicles through Nationwide Auction Services.

Disbursements

The Board authorized payroll and accounts payable vouchers totaling \$1,034,427.22 for November.

ACTION CALENDAR

APPROVE: RESOLUTION OF APPRECIATION FOR RETIRING EMPLOYEE BRENT COLLINS

Mr. DeGabriele advised the Board that Construction Superintendent Brent Collins will be retiring December 2, 2005 after 27 plus years with the District and that it is appropriate for the Board to adopt the Resolution of Appreciation to Mr. Collins. Director Baker stated that the District was lucky to have had him on staff for so many years.

On motion of Director Fraites, seconded by Director Petterle, the Board unanimously adopted Resolution 05-43 entitled, "Resolution of Appreciation to Brent W. Collins."

WINZLER & KELLY – CONSULTING ENGINEERING SERVICES AGREEMENT (CENTER ROAD TANK AKA WILD HORSE VALLEY ZONE 3, TANK NO. 2)

Mr. McIntyre presented an amendment to Winzler & Kelly's Consulting Engineering Service Agreement for continued design and engineering services for the Wild Horse Valley Zone 3, Tank No. 2 (Center Road Tank) project. He reminded the Board that the preliminary design services was approved by the Board in June of 2004 and that since that time, the CEQA review has been completed and an easement variance request has been approved by Marin County Open Space District and that the District has received the License Agreement from Marin County Open Space in

October. He stated the District is ready to move forward with the detailed design and that the requested amendment would provide for preparation of plans and specifications for bidding, the bid phase services and engineering services during construction. He stated that the total fee is a not-to-exceed limit of \$205,925 and that due to the District's long-term relationship with Mr. Mark Soldati, Project Manager with Winzler & Kelly, Winzler & Kelly has agreed to maintain Mr. Soldati's hourly billing at a reduced rate.

On motion of Director Schoonover, and seconded by Director Fraites, the Board unanimously approved the authorization of the General Manager to execute Amendment No. 1 to Winzler & Kelly's agreement for Phase II engineering services on a time and expense basis with a not-to-exceed limit of \$205,925, plus a \$10,300 contingency.

APPROVE: MILLER PACIFIC ENGINEERING GROUP – CONSULTING SERVICES AGREEMENT

Mr. McIntyre presented an agreement for Miller Pacific Engineering Group to provide continuing outsourcing support for Fiscal Year 05/06 which would be on a job-by-job basis. He stated that the first task would be to develop an engineering report and geotechnical evaluation addressing sediment control associated with a landslide on the Grossi Ranch. He stated that the submission of this report to the State is a condition to apply for a loan from the State Source Water Protection Low Interest Rate Program to provide sediment control.

Director Fraites inquired if the Grossi Ranch will contribute to the cost. Mr. McIntyre responded that the first step is to determine what the mitigation measures would be and its alternatives and part of that process would be working with the Grossi Ranch on cost sharing.

Director Rodoni inquired when the project is anticipated to start, and Mr. DeGabriele stated that the earliest would be next fall but that the District needs to have the engineering report by the end of this year; however, there is no guarantee that the District will be awarded the funding.

On motion of Director Schoonover, seconded by Director Petterle and unanimously carried, the Board approved authorization of the General Manager to execute an agreement for FY05-06 consulting engineering services between NMWD and Miller Pacific Engineering Group with a not-to-exceed limit of \$20,000.

INFORMATION ITEMS:

QUARTERLY PROGRESS REPORT – WATER QUALITY DEPARTMENT

Pablo Ramudo presented the quarterly water quality progress report noting that this was his first report as Water Quality Supervisor. He reported that water in both Novato and Point Reyes met all federal and state water quality standards. He stated Stafford Lake water is not being used at this

time, however it has given the Water Quality staff a rare opportunity to observe how conditions in the lake affect algae growth and he stated that weekly monitoring is still being performed. Mr. Ramudo advised the Board that the Renaissance Faire has presented problems this past summer that need to be addressed if the Faire is to continue at Stafford Lake Park. He stated that there was a diesel spill that was cause for concern and that Water Quality staff had performed spot checks during the event and that it was important to protect the District's source water. The Board concurred that this would be an item for discussion at the future Board workshop in January.

He stated that there was one coliform positive sample in Novato due to low chlorine residual in the Winged Foot Tank; however, chlorine residual concentrations throughout the distribution system were good.

Mr. Ramudo reported that water quality in West Marin is excellent and that salinity intrusion remains relatively low for the season.

QUARTERLY PROGRESS REPORT – OPERATIONS DEPARTMENT

Mr. McMaster reported that peak flow on the aqueduct was experienced in August and he presented a chart that demonstrated the impact that the lack of Stafford Lake water has had on flows going to MMWD in July. He also reported that the District has an off-peak pumping program in Zone 2 that is operated in conjunction with PG&E that saves energy costs, but that there are times when it conflicts with water quality efforts. Mr. McMaster reported that flows in Point Reyes Station are down probably due to the static nature of demand in the area. He also provided the Board with numerous charts to support his report.

PRECAUTIONARY WATER QUALITY ALERT TO CUSTOMERS IN THE BLACK POINT AREA

Mr. McMaster advised the Board that on November 7 a line break occurred in the Crest Tank Zone that feeds the Black Point area. He stated that the District received numerous calls from customers complaining of low pressure and in some cases no water and that the crews responded and water pressure was restored to the area within 54 minutes. Staff notified the Department of Health Services (DHS) and was advised the next day (November 8) by DHS that District customers should be notified and a "Precautionary Water Quality Alert" was distributed to customers in the affected area; on the following day (November 9), test results showed no bacteriological positive samples and a notice, "Cancellation of Precautionary Water Quality Alert," was then distributed to the same residences.

Mr. DeGabriele stated that District staff responded quickly and did a great job.

NMWD WATER DEMAND PROJECTIONS

Mr. DeGabriele stated that a status report on water demand projections supporting the Urban Water Management Plan was prepared by Sonoma County Water Agency consultant, Maddaus Water Management. He stated that District staff have been working with Mr. Maddaus to develop NMWD projections and that projections are based on the draft Marin Countywide General Plan and ABAG Population and Employment data. He stated that he is confident that the projections of annual demand at 15,949-acre feet in 2030 that will be reflected in the Urban Water Management Plan are acceptable. Mr. DeGabriele stated that the Sonoma County Water Agency has asked for concurrence on both the data input and project water demands and that he intends to do so unless the Board requests further consideration.

WAC MEMBERS STATUS ON RESTRUCTURED AGREEMENT APPROVAL

Mr. DeGabriele stated that at a previous meeting Director Rodoni asked for the status of the approval of the Impairment MOU and the Restructured Agreement among the Water Advisory Committee members and provided same to the Board.

MISCELLANEOUS:

The Board received the following miscellaneous information: Pacific Coastal Salmon Recovery Fund – FY06 Appropriation Update, The Ahwahnee Water Principles: Embedding NPS in Community Development, Recommendations of Hearing Panel – Disciplinary Complaint – McLaughlin, Regional Residential Clothes Washing Machine Rebate Program Update, Novato and West Marin Residential Consumption.

The Board also received the following news articles: Flex Your Power Ad (11/13), County OKs Plan to Protect Salamander (11/9/05), Bolinas Resident Buys The Point Reyes Light (11/3/05).

ADJOURNMENT

President Baker adjourned the meeting at 8:47 p.m.

Submitted by

Renee Roberts
District Secretary