

**NORTH MARIN WATER DISTRICT**  
**MINUTES OF REGULAR MEETING**  
**OF THE BOARD OF DIRECTORS**  
April 5, 2016

**CALL TO ORDER**

President Schoonover called the regular meeting of the Board of Directors of North Marin Water District to order at 7:00 p.m. at the District headquarters and the agenda was accepted as presented. Present were Directors Jack Baker, Rick Fraites, Stephen Petterle, Dennis Rodoni and John Schoonover. Also present were General Manager Chris DeGabriele, District Secretary Katie Young, Auditor-Controller David Bentley and Chief Engineer Drew McIntyre.

Novato Residents Michael Sherwood and Mike Jolly, Sonoma County Water Agency division Manager for Administration and Finance Mike Gossman, and District employee Robert Clark (Operations/Maintenance Superintendent) were in the audience.

**MINUTES**

On motion of Director Petterle, seconded by Director Fraites the Board approved the minutes from the previous meeting as presented by the following vote:

AYES: Director Baker, Fraites, Petterle, Rodoni and Schoonover

NOES: None

ABSTAIN: None

**GENERAL MANAGER'S REPORT**

**Gacomini Ranch Visit**

Mr. DeGabriele advised the Board that he, Robert Clark and Drew McIntyre will be visiting Bob Gacomini's Dairy Ranch on Wednesday, April 6th to learn how he handles manure. He stated that the District does know that he has a manure/methane digester and will be learning about the ranch development.

**Marin Coalition Luncheon**

Mr. DeGabriele informed the Board that he will be attending the Marin Coalition Luncheon on Wednesday, April 6<sup>th</sup> where UC Berkley Professor Lynn Ingram will be speaking about climate change.

### Cost Analysis from City of Novato

Mr. DeGabriele informed the Board that he has asked the City of Novato to do some analysis on the District's cost of headquarters reconstruction here vs. new construction at a relocated site.

### **OPEN TIME**

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

### **STAFF / DIRECTORS' REPORTS**

President Schoonover asked if staff or Directors wished to bring up an item not on the agenda and the following items were discussed:

Mr. McIntyre advised the Board that last Thursday the contractor constructing the Atherton SMART station struck the North Marin aqueduct in two locations while drilling pier foundations for light stanchions. He stated that in one location only the exterior coating was damaged and in the other location the steel pipe was scarred, but the pipe was not punctured in either location. Mr. McIntyre advised the Board that District staff has set up a job number to identify response and repair costs to back charge SMART. Director Baker suggested staff contact the SMART GM about the experience.

Mr. Bentley advised that the AMI project kickoff with Utiliworks got underway last week and a plan for the pilot program is expected at the end of the month.

President Schoonover stated he was pleased to see notice of the NMWD meeting in the recent issue of the Novato Advance.

### **PRESENTATION ON DRAFT FY16-17 WATER TRANSMISSION SYSTEM BUDGET**

Mike Gossman from Sonoma County Water Agency provided the Board with a PowerPoint presentation on the Draft FY16-17 Water Transmission System Budget. He advised the Board that the District's purchased water rate is proposed to increase 6.6% to \$830 per acre foot. He advised the Board that at the WAC meeting on Monday, April 4th, the WAC unanimously supported approval of the budget. Mr. Gossman noted that water deliveries used in this year's calculation were the lowest in many, many years at just over 40,000 acre feet, a 20% reduction in water deliveries from the figure used in last year's budget, making this a very challenging exercise in budgeting.

**CONSENT CALENDAR**

On the motion of Director Petterle, seconded by Director Fraites the Board approved the Contract For Engineering Services – White & Prescott on the consent calendar by the following vote:

AYES: Director Baker, Fraites, Petterle, Rodoni and Schoonover

NOES: None

**WATER SERVICE AGREEMENT – HAMILTON SMART STATION FIRE HYDRANT**

Director Baker requested that this item be removed from the consent calendar.

The Hamilton Sonoma Marin Area Rail Transit (SMART) Rail Station project – 500 Palm Drive, consists of a new rail station and parking facilities. The proposed agreement is for a main extension and a fire hydrant. New Zone 1 water facilities include 200 feet of 8-inch and 20 feet of 6-inch PVC main and one commercial fire hydrant. No domestic water service is to be provided at this site. Estimated cost of the work is \$45,671.

Director Baker asked where the access to the parking lot would be and asked why there would not be a hydrant at each end of the parking lot.

Mr. McIntyre responded that the access to the parking lot would be through State Access Rd. and that the Novato Fire Protection District is in charge of the fire hydrants locations.

Director Fraites asked if there would be bathrooms available in the parking lot. Mr. McIntyre stated that there will be no potable water service available and thus no bathrooms at the site.

On motion of Director Baker, seconded by Director Fraites, the Board approved Resolution 16-07 entitled: “Authorization of Execution of Water Service Facilities Construction Agreement with Sonoma Marin Area Rail Transit” by the following vote:

AYES: Director Baker, Fraites, Petterle, Rodoni and Schoonover

NOES: None

**CONTRACT FOR ENGINEERING SERVICES – WHITE & PRESCOTT**

The Board approved a Miscellaneous Engineering Services agreement with White & Prescott, an engineering firm that the District has used since 1999 to provide miscellaneous engineering services to help staff meet workload demands with a not-to-exceed limit of \$30,000.

**ACTION ITEMS**

**CUSTOMER REQUEST FOR DEVIATION FROM DISTRICT REGULATIONS – 18 SCHOOL TERRACE METER RELOCATION**

Mr. McIntyre advised the Board that from time to time customers request that their meters be moved to a different location on their property and that District Regulation 1.c defines a flat rate of \$3,500 to install new service and that a cost estimate is provided for the cost to remove the existing service that will no longer be used. Mr. McIntyre advised the Board that Mr. Sherwood has a long private service line from the water mainland service on School Road to his house and had a leak earlier this year. He is requesting to put in new service on a main in School Terrace in order to reduce the length of his private service lateral. Mr. McIntyre prepared a cost estimate for Mr. Sherwood and because of the County's paving moratorium the estimated cost to kill the service would be \$6,500, two-thirds of which would be for the paving restoration cost. He noted that a normal cost to kill a service would be \$2,000.

Michael Sherwood stated he wants his meter relocated but the cost estimate provided (relocation at set fee of \$3500 and killing the existing service at \$2000) is deceptive. He advised that he had a leak this winter and received a bill adjustment reducing the amount from \$3,600 to \$800. He stated that he had to dig up his neighbor's yard because his lateral to his house runs through their property. In his opinion the job to relocate the meter should take one person 3 to 4 hours and the existing service need not be killed.

Director Pettele asked if there were only two options; to leave as is or to kill the existing lateral service. Mr. McIntyre replied in the affirmative and stated that crews would dig down to the main that feeds into the service lateral and plug the corporation stop with concrete, remove the remaining lateral and meter so there is no confusion or threat of leak in District facilities in the future.

After a lengthy discussion the Board agreed with the staff recommendation and Mr. Sherwood was offered to relocate his meter pursuant to District regulations for a flat fee of \$3,500 and to kill the existing service at an estimated amount of \$2,000.

On motion of Director Baker, seconded by Director Pettele, the Board approved staff recommendation requiring payment of \$3,500 for a new service meter on School Terrace and payment of \$2,000 for killing the existing service on School Rd (\$5,500 total) to relocate Mr. Sherwood's service by the following vote:

AYES: Director Baker, Fraites, Pettele, Rodoni and Schoonover

NOES: None

Mr. Sherwood left the meeting.

**RESPONSE TO CIVIL GRAND JURY REPORT – 2015/16 WEB TRANSPARENCY REPORT CARD: BRINGING MARIN COUNTY’S LOCAL GOVERNMENTS TO LIGHT**

Mr. DeGabriele provided the Board with a response to the Civil Grand Jury Report regarding Web Transparency Report Card. He informed the Board that The Grand Jury released its report on March 17th issuing the District a “B” grade and requesting that the District respond to one recommendation: “The Agency should file and keep updated its Statement of Facts with the California Secretary of State and the Marin County Clerk as required by California Code section 530501.” Mr. DeGabriele advised the Board that The Statement of Facts identifies the Board members, President and Secretary of the District. He noted that the District has historically sent the Statement of Facts to the Secretary of State every year, yet has failed to send a copy to the County of Marin since 2008. He advised the Board that in March of this year, the District provided the current copy of the Statement of Facts to the County as it was the District’s misunderstanding that the Secretary of State would forward a copy to the County. Mr. DeGabriele advised the Board that going forward, the District will not only send a copy of the Statement of Facts to the Secretary of State but to the County of Marin after the Board reorganizes, typically at the first meeting in December of each year.

On motion of Director Fraites, seconded by Director Petterle, the Board approved the proposed response to the Civil Grand Jury Report regarding Recommendation R2 by the following vote:

AYES: Director Baker, Fraites, Petterle, Rodoni and Schoonover

NOES: None

**CONSIDER RESOLUTION REGARDING THE STATE BOARD DROUGHT EMERGENCY URBAN WATER CONSERVATION REGULATIONS**

Mr. DeGabriele provided the Board with a Resolution concerning the State Water Resource Control Board Drought Emergency Urban Water Conservation Regulation which requests that the State Board rescind the Emergency Regulations to NMWD’s Novato and West Marin service areas. He stated that the Water Advisory Committee of Sonoma County Water Agency adopted a similar Resolution on April 4th. Mr. DeGabriele informed the Board that the Resolution makes known that the District did comply with the Emergency Water Conservation Regulations achieving a 33% reduction in water production from June 1, 2015 through February 29, 2016, and that the Sonoma Marin Saving Water Partnership members have collectively reduced water production by 23% during that same period compared to a collective water conservation standard of 19%. He noted that the Resolution goes on to state that Sonoma-Marín region has received above average rainfall to date and surface water reservoirs in Marin and Sonoma County are at capacity; that the U.S. Department

of Agriculture drought monitor currently classifies Marin County and Sonoma County as having no drought conditions; and that there are no physical facilities in place to move available water supplies from the Sonoma-Marín region to other areas of California which may or may not have insufficient water supplies.

On motion of Director Petterle, seconded by Director Fraites, the Board adopted Resolution 16-8 entitled: "Resolution of the North Marin Water District Board of Directors concerning the State Water Resources Control Board Drought Emergency Urban Water Conservation Regulations" requesting the State Board rescind the Emergency Regulations to NMWD's Novato and West Marin service areas by the following vote:

AYES: Director Baker, Fraites, Petterle, Rodoni and Schoonover

NOES: None

Mr. DeGabriele pointed out that there was an article in the Mercury News today suggesting that the regulations will not be rescinded but will be lessened. He advised the Board that comments need to be submitted to the State by April 14<sup>th</sup> and the workshop is on April 20<sup>th</sup> which he plans to attend, along with the City of Santa Rosa and Mike Healy who will represent the WAC.

### **INFORMATION ITEMS**

#### **NBWRA MEETING – MARCH 28, 2016**

Mr. McIntyre provided the Board with a summary of the March 28, 2016 North Bay Water Reuse Authority Meeting. He stated that on April 19<sup>th</sup>, the budget will be considered and it is proposed to move forward, 9% less than the current year budget. He advised the Board that the District's costs are not going to go up. He provided information about Chair Rabbitt at the White House Summit and stated that Chair Rabbitt gave a presentation about what NBWRA might look like beyond Phase 2.

#### **WAC/TAC MEETING – APRIL 4, 2016**

Mr. DeGabriele provided a summary of the Water Advisory Committee meeting held on April 4, 2016. He stated that water supply conditions look really good in both Lake Mendocino and Lake Sonoma however, Sonoma County Water Agency will have to file a Temporary Urgency Change Petition with the State Board to reduce minimum instream flows to meet the Biological Opinion requirements this summer.

Mr. DeGabriele informed the Board that the Sonoma-Marín Saving Water Partnership report on conservation savings in March pointed out that the District's amount was overstated due to

metering and that the WAC approved a Resolution similar to the Resolution the District Board just approved regarding the Water Conservation Regulations.

Mr. DeGabriele advised the Board that the “Take It from the Tap” campaign will begin in mid-May. He stated that it was postponed due to the report of lead in the school tap water, especially in Healdsburg. He informed the Board that he reached out to the Novato Unified School District in January and staff will be doing some testing in all Novato schools.

### **MISCELLANEOUS**

The Board received the following miscellaneous information: Disbursements, Salinity Notices, and Copy of Rate Increase Letter.

Director Rodoni asked about the Salinity Notices. Mr. DeGabriele stated that staff was giving Gallagher Wells a rest and the Coast Guard wells had some background salinity.

The Board received the following news articles: Water Reserves improve, conservation rules still apply and Brown’s clout in ordering water cuts?

The Board also received the following miscellaneous item at the meeting: WAC meeting Summary – April 4, 2016 and news articles: New manager of Russian River Flood Control District settling in, Marin IJ Editorial: Grand Jury gets an ‘A’ for its web survey, and California water-saving rules to ease, but nobody’s off the hook.

### **ADJOURNMENT**

President Schoonover adjourned the meeting at 8:06 p.m.

Submitted by



Katie Young  
District Secretary