

NORTH MARIN WATER DISTRICT
MINUTES OF REGULAR MEETING
OF THE BOARD OF DIRECTORS
July 15, 2014

CALL TO ORDER

President Rodoni 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, Stephen Petterle, and John Schoonover. Also present were General Manager Chris DeGabriele, District Secretary Katie Young, and Chief Engineer Drew McIntyre. Auditor-Controller David Bentley was absent.

District employees Robert Clark (Operations/Maintenance Superintendent) and Tony Arendell (Construction/Maintenance Superintendent) were in the audience.

MINUTES FROM JUNE 17, 2014

On motion of Director Schoonover, seconded by Director Baker and unanimously carried the Board approved the minutes from the June 17, 2014 meeting as presented.

MINUTES FROM JUNE 24, 2014

On motion of Director Baker, seconded by Director Fraites and unanimously carried the Board approved the minutes from the June 24, 2014 meeting as presented.

GENERAL MANAGER'S REPORT

StoneTree Golf Course

Mr. DeGabriele informed the Board that he and Mr. McIntyre met with Ann Mullroy and her staff from StoneTree Golf Course in late June regarding the cost of Recycled Water and their concern it is having on the golf course operation. He advised the Board that Ms. Mullroy requested a review of the Recycled Water cost.

Director Baker asked if StoneTree hired an expert to represent them. Mr. DeGabriele stated that they continue to use a consultant that has been with them for several years and is familiar with the District.

ACWA Region 1 Conference

Mr. DeGabriele advised the Board that he and David Bentley attended the ACWA Region 1 Conference in Eureka last week and informed the Board that Humboldt Bay Municipal Water District has begun a study on how to deliver water from the Mad River south to other watersheds, including the Russian River Watershed and Lake Mendocino.

Meeting with Krishna Kumar

Mr. DeGabriele advised the Board that he and President Rodoni met with Krishna Kumar from Marin Municipal Water District today regarding the water supply agreement between MMWD and Sonoma County Water Agency.

Oceana Marin Homeowners Association Meeting

Mr. DeGabriele informed the Board that he will be attending the Oceana Marin Homeowners Association meeting on Saturday, July 19th and will discuss the budget and rates that were recently adopted.

Marin County Board of Supervisors Meeting

Mr. DeGabriele advised the Board that he and Krishna Kumar from Marin Municipal will be making a presentation about the current water supply and the Housing Element Update to the Marin County Board of Supervisors on July 29th.

OPEN TIME

President Rodoni 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 Rodoni 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 he will be on vacation for the next Board meeting on August 5th.

Mr. McIntyre informed the Board that the two new improvement projects added at the end of the last fiscal year to accommodate SMART work at Hanna Ranch and Roblar Road took longer than anticipated. He noted that at both locations the water line casing did not extend the full right of way width. He advised the Board that the Hanna Ranch crossing had higher groundwater and interference with storm drains. Mr. McIntyre advised the Board that because of the delay at Hanna Ranch, staff requested Ghilotti Construction to complete the Roblar Road casing work. He stated that staff issued a change order to the existing Ghilotti Aqueduct Energy Efficiency Project contract in order to get the work done quicker.

Mr. McIntyre advised the Board that he will be discussing with the General Manager and bringing back to the Board, an on-call services agreement with Ghilotti Construction for small construction related work to provide staff flexibility to accommodate workload fluctuations.

Mrs. Young advised the Board that there was a clerical error on the ordinance No. 28 adopted on June 24th for the Sewer Service Charge in Oceana Marin. She stated that the ordinance is No. 30 and spoke with legal counsel regarding this error. She noted that legal counsel advised that there was no need to publish the change in the newspaper but to record the ordinance change as a clerical error in the minutes.

Director Petterle informed the Board and staff that the Stafford Lake Bike Park has started construction.

Mr. DeGabriele advised the Board that the District had a vehicle in the 4th of July Parade this year to get the message out about the drought. He commended Katie Young, Lia Solar and Dan Garrett who participated in the parade along with their children. Director Petterle stated that the truck and employees looked great and that he was very proud of the District.

Director Fraites advised the Board that he recently saw a news report about the Dublin-San Ramon Community Services District having a mandatory 25% restriction and offering customers free recycled water for gardens and outdoor water use. He suggested the District try a program like San Ramon's. Mr. DeGabriele stated that he is aware of the program but wanted to investigate the program more thoroughly.

Director Baker advised the Board and staff that has received multiple compliments about Robert Clark's community involvement. Mr. DeGabriele advised the Board that Mr. Clark is now the President of the West Marin Rotary Club this year.

MONTHLY PROGRESS REPORT

Mr. DeGabriele provided the Board with the Monthly Progress Report for June. He stated that water production in Novato was down 5% for the year and since February has been down 20% compared to one year ago. He noted that in West Marin, water production is up 2% for the Fiscal Year and down 8.5% since February compared to 2013. Mr. DeGabriele informed the Board that to-date in July, water production is down 12% in West Marin. He advised the Board that Recycled Water production is up significantly, 129% compared to a year ago. Mr. DeGabriele informed the Board that Novato received 12.74" of rainfall during Fiscal Year 2014, the third driest year since 1916. He noted that Stafford Lake holds 2,002AF of water, Lake Mendocino holds 42,500AF and Lake Sonoma hold 167,340AF.

Mr. DeGabriele stated that there was one lost time accident in the fiscal year that was discussed at the last meeting and that the water conservation fiscal year to date program numbers were higher.

President Rodoni asked if the free toilets were included in the water conservation program count. Mr. DeGabriele stated that he was unsure but the District has given away approximately 500 toilets.

Mr. DeGabriele stated that in the Construction department there were 19 service disruptions in the month of June and 13 services had been replaced. He noted that the construction crews have been very busy with planned and unplanned activities. Mr. DeGabriele advised the Board that David Bentley provided the Board with a water production chart for the fiscal year ending it with 3,010MG.

Mr. DeGabriele informed the Board that the Complaints and Service Orders were down 9%, principally due to fewer high bill complaints and service repairs. He reviewed the Customer Service Questionnaire for the Fourth Quarter and stated that 95% of customers agree the District is doing a good job, yet only 35% returned the questionnaires.

ACTION CALENDAR

RESPONSE TO MARIN CIVIL GRAND JURY REPORT – THE SCOOP ON MARIN COUNTY SEWER SYSTEMS: PART I AND PART II

Mr. DeGabriele stated that the District received two reports from the Marin County Civil Grand Jury entitled: “The Scoop on Marin County Sewer Systems Part I and Part II.” He advised the Board that he prepared individual responses for each report. He stated that in Part I there were several recommendations including all districts must work to eliminate spills, all agencies conduct a flushing program with treated waste water, all agencies continue to cooperate and reduce costs and an ordinance for private laterals to be inspected and repaired upon change of ownership.

Mr. DeGabriele stated that in Part II of the report the District found one recommendation that will be addressed regarding the posting of the District’s Sanitary Sewer Management Plan on the District website. He advised the Board that the District will post the plan in the next six months and advised the Grand Jury in the response letter.

On motion of Director Petterle, seconded by Director Schoonover and unanimously carried, the Board approved the proposed response to the Marin County Civil Grand Jury’s report – “The Scoop on Marin County Sewer Systems: Part I and Part II”.

GENERAL SERVICES AGREEMENT – CINQUINI & PASSARINO, INC – LAND SURVEYING

Mr. McIntyre stated that due to the varied type of engineering work related to the CIP Projects, it is necessary for the District to request surveying services from a surveyor on an as needed basis. He stated that the staff is requesting a Consulting Services Agreement between NMWD and Cinquini & Passarino for periodic surveying services to assist staff with District workload demands. He noted that the first task order to be funded through the agreement would be for the

topographic survey of So. Novato Blvd as part of the FY15 budgeted CIP to replace the 12-inch cast iron pipe.

On motion of Director Baker, seconded by Director Fraites and unanimously carried, the Board authorized the General Manager to execute a Consulting Services Agreement between NMWD and Cinquini & Passarino with a not to exceed limit of \$30,000.

INFORMATION ITEMS

SWRCB EMERGENCY WATER CONSERVATION REGULATIONS

Mr. DeGabriele distributed a letter to the Board that was submitted to the State Board yesterday commenting on the Proposed Emergency Water Conservation Regulations. He advised the Board that the proposed emergency regulations prohibit water waste and authorize a fine up to \$500 for water wasters, order all water urban suppliers to implement mandatory outdoor conservation measures, and order water suppliers to provide monthly data on water production and per capita consumption.

Mr. DeGabriele advised the Board that he got together with the SCWA Technical Advisory Committee members and drafted the letter on behalf of the Sonoma Marin Saving Water Partnership (SMSWP) and the TAC making comments on the Proposed Emergency Regulations and assuring the State Board that the partners of the SMSWP have implemented their Water Shortage Contingency Plans or enacted provisions of the plans including mandatory water waste prohibition. He noted that the State Board was requested to provide clearer language on the mandatory outdoor irrigation restrictions. Mr. DeGabriele stated that the \$500 fine was clarified and will be locally administered as needed.

Mr. DeGabriele informed the Board that he attended the State Board hearing where the proposed regulations were adopted.

Mr. DeGabriele stated that once he receives the final information from the State Board that he will discuss the language with the District's legal counsel on how to enact the Regulations. He stated that in West Marin, the District is in full compliance and he provided the Board with the Summer 2014 West Marin *Water Line*, which will be sent out later this week.

CENTRAL CALIFORNIA COAST STEELHEAD RECOVERY PLAN

Mr. DeGabriele provided the Board with information on the Recovery Plan for Central California Coast Steelhead, which will affect Novato Creek. He stated that the plan is still in draft form and has not yet been released to the general public. He noted that the public review draft should be released in approximately one year. He advised the Board that the plan considers the

Novato Creek Watershed as a San Francisco Bay Coastal Watershed, similar to Miller and Corte Madera Creek in Marin County and several Coastal San Francisco Bay Watershed's in San Mateo and Santa Clara County. He noted that the adjacent Petaluma River and Sonoma Creek Watersheds are considered in Central San Francisco Bay and have less onerous provisions for restoring Steelhead trout. Mr. DeGabriele stated that the District has argued that Novato Creek should be classified the same as the geographically closer Petaluma River and Sonoma Creek. He advised the Board that staff is also concerned with that the Recovery Plan proposes fish passage around Stafford Dam, either with a fish ladder or relocating fish.

TAC MEETING – JULY 7, 2014

Mr. DeGabriele provided the Board with a summary of the July 7th Technical Advisory Committee meeting. He stated that Sonoma County Water Agency does not plan on filing another Temporary Urgency Change Order at this time but might get political pressure to file another order. He noted that each agency discussed water conservation efforts and that the Town of Windsor has been using their construction message boards to remind customers to limit outdoor irrigation and save water. Mr. DeGabriele stated that there was a discussion about the Water Energy Nexus and replacement of the Water Bond and he asked Mr. Bentley to look in to the changes in the net energy metering rules.

NBWA MEETING – JULY 11, 2014

Director Fraites advised the Board that he and Director Baker attended the North Bay Watershed Meeting on July 11th. He stated that there were two speakers at the meeting, Terri Fashing, the Marin County Storm water Pollution Prevention Program Manager who provided a comprehensive presentation on guidelines for developers to construct projects and how to deal with storm water runoff and Darcie Luce, from Friends of the San Francisco Estuary, provided a presentation on the impacts of lower fresh water flows to San Francisco Bay Estuary.

MISCELLANEOUS

The Board received the following miscellaneous items: Disbursements, 2014 West Marin Water System Master Plan – Comment Deadline to Administrative Draft, 2015 Medical Plan Cost Decrease, Scrap Metal Receipts, Damage to District Facilities, and Letter regarding Water Research Foundation subscription.

The Board received the following news articles: New rate hike and fees for NMWD users, Marin grand jury calls for repair of private lateral, 20,000 Salmon into the Sea, Pam Torliatt drops out of Petaluma council race, State issues new water curtailment orders, plans swifter crackdown on

diversions, Bay Area governments make big electric-vehicle buy, Beautiful river, growing thirst, looming battle over the Eel River and PD Editorial: Water bond is unfinished business.

The Board received the following miscellaneous items at the meeting: Updated Letter to Marin Grand Jury, Letter to SWRCB regarding Emergency Regulations for Water Conservation.

CLOSED SESSION

President Rodoni adjourned the Board into closed session at 8:33 p.m. in accordance with Government Code Section 54957 for Public Employee Performance Evaluation (One), Title: General Manager.

OPEN SESSION

Upon returning to regular session at 8:58 p.m., President Rodoni stated that during the closed session the Board had discussed the issue and no reportable action had been taken.

ADJOURNMENT

President Rodoni adjourned the meeting at 8:59 p.m.

Submitted by

A handwritten signature in black ink, appearing to read "Katie Young". The signature is written in a cursive, flowing style.

Katie Young
District Secretary