

**NORTH MARIN WATER DISTRICT**  
**MINUTES OF REGULAR MEETING**  
**OF THE BOARD OF DIRECTORS**  
September 15, 2015

**CALL TO ORDER**

Vice 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 Rick Fraites, Stephen Petterle, and John Schoonover. Also present were General Manager Chris DeGabriele, District Secretary Katie Young, Auditor-Controller David Bentley and Chief Engineer Drew McIntyre. Director Jack Baker arrived at 7:25 p.m. and Director Dennis Rodoni was absent.

Dinah Sims, Mike Jolly, Rob Shurgis and District employees Robert Clark (Operations/Maintenance Superintendent) and Tony Arendell (Construction/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: Directors Fraites, Petterle, and Schoonover

NOES: None

ABSENT: Directors Baker and Rodoni

**GENERAL MANAGER'S REPORT**

**Director Rodoni absence**

Mr. DeGabriele advised the Board that Director Rodoni informed him that he will not be attending the meeting due to illness.

**SCWA Meeting**

Mr. DeGabriele informed the Board that he, Mr. McIntyre and the District's legal counsel Bob Maddow, will be meeting with Sonoma County Water Agency next Thursday to discuss how the District can assist with the Potter Valley Project relicensing.

**NFPD Station 64**

Mr. DeGabriele advised the Board that he will be attending the Novato Fire Protection District Station 64 grand opening next Saturday, on 9/26.

## AEEP Dedication

Mr. DeGabriele reminded the Board that the Aqueduct Energy Efficiency Project Dedication is scheduled for 10 a.m. on October 1<sup>st</sup> at Olompali State Park.

## Valley Fire

Mr. DeGabriele informed the Board that he reached out to Hidden Valley Lake Water Community Services District during the Valley Fire and stated that they did have some damage done to their water treatment plant and were requesting generators. He stated that he did also reach out to Sonoma County Water Agency who has employees who live in Lake County but they did not lose their homes. He advised the Board that he will keep offering assistance.

## **OPEN TIME**

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

## **STAFF / DIRECTORS' REPORTS**

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

Mr. McIntyre advised the Board that Ken Sinclair is leaving Vali Cooper & Associates to join Carollo Engineering. He stated that the two firms have created a sub-consulting arrangement wherein Ken Sinclair can be loaned back to Vali Cooper to complete his normal duties on the District's Aqueduct Energy Efficiency Project. Mr. McIntyre advised that there will be some yet-to-be determined cost increase for Ken Sinclair's time under this arrangement and that District staff will try to minimize those cost impacts but are pleased to maintain continuity in the construction management of the project.

## **MONTHLY PROGRESS REPORT**

Mr. DeGabriele provided the August Monthly Progress Report to the Board, stating that water production was down 24% in Novato and 25% in West Marin compared to August 2013. He stated that Stafford Treatment Plant continues with good performance producing 187MG this fiscal year. He advised the Board that recycled water has produced the exact same amount as last August. Mr. DeGabriele advised the Board that Stafford Lake currently is at 44% capacity (1,868AF), Lake Mendocino is at 57% of target storage (38,965AF), and Lake Sonoma is at 74% of water supply pool (181,787AF). Mr. DeGabriele informed the Board that the Summary of Complaints and Service Order complaints decreased both monthly and year to date even with a substantial increase in consumer leaks.

Mr. Bentley provided the Monthly Report of Investments for August. He stated that at the end of August the District had just over \$12M in the bank and the cash balance went up by \$150K. He noted that the average weighted portfolio was earning 0.59% interest.

**CONSENT CALENDAR**

On the motion of Director Petterle, seconded by Director Fraites the Board approved the following item on the consent calendar by the following vote:

AYES: Directors Fraites, Petterle, and Schoonover

NOES: None

ABSENT: Directors Baker and Rodoni

**CALPERS RESOLUTION TO REDUCE DISTRICT CONTRIBUTION**

The Board approved Resolution 15-19 entitled “Resolution of the Board of Directors of North Marin Water District For Employee Paid Member Contributions”, which reduced the District’s CalPERS contribution to 1.6% for Classic members and 0.0% for PEPRA members effective October 1, 2015.

**ACTION CALENDAR**

**1955 INDIAN VALLEY ROAD**

Mr. McIntyre advised the Board that Ms. Shroyer from 1955 Indian Valley Road is requesting to pay the Facilities Reserve Charge (FRC) for an accessory dwelling unit being constructed on her property over time (5 equal bi-monthly payments). He informed the Board that the new service order identifies charges to upsize the existing 1-inch meter to a 1-1/2 inch meter for fire sprinkling and also payment of the accessory dwelling unit. He noted that the FRC for an accessory dwelling unit is \$10,000. Mr. McIntyre provided the Board with two options: 1) require all payment upfront; or 2) require payment of the meter upsizing charge and water conservation deposit and allow payment of the \$10,000 FRC in five equal bi-monthly installments on the owner’s water bill.

Director Fraites asked if the Board approves this request, would it set a precedent. Mr. McIntyre stated that the District has considered previous requests but believes that this request is a short interval to pay the fee resulting in little cost impact. He noted that it would set a precedents but the District would look at each request on a case-by-case basis.

Mr. DeGabriele advised the Board that un-beknownst to the District when this project began, most homes in Novato are now within the Wildlife Urban Interface requiring increased fire sprinkling requirements. He stated that the service lateral to the property must be upgraded from a 1” to 2” for

a 1 ½” meter to meet the fire sprinkling requirement, adding another \$4,800 to the cost of the project.

Director Fraites stated that he agreed with the options as it would give property owners a financial break instead of having to pay the full \$10K up front.

Director Petterle requested that the motion made to approve staff recommendation enabling the applicant at 1955 Indian Valley Rd to pay the FRC charge for an additional dwelling unit in five equal bi-monthly payments be modified to include: "Based on the fact that the applicant is an existing customer, the FRC amount and resulting interest foregone is a relatively small amount, and that the FRC charge will be fully paid in 1 year."

On motion of Director Fraites, seconded by Director Petterle, the Board approved the option for 1955 Indian Valley Rd to pay the Facility Reserve Charge in five equal bi-monthly payments with the modified terms by the following vote:

AYES: Directors Fraites, Petterle, and Schoonover

NOES: None

ABSENT: Directors Baker and Rodoni

**REVISE BOARD POLICY #26 – ON-CALL AND STAND-BY DUTY**

Mr. DeGabriele reminded the Board of the service leak that occurred on July 3<sup>rd</sup> in Black Point on Grandview Ave. He stated the customer damage claim had been resolved but the issue was there were not enough standby duty personnel available. He stated that staff is requesting that the Board change Board Policy #26 – On-Call and Stand-By Duty to require mandatory standby duty for all departments when necessary pursuant to the policy. He noted that additionally, all employees will receive \$77 per weekday and \$115 per weekend or holiday day for performing the on-call or standby duty obligation.

On motion of Director Petterle, seconded by Director Fraites, the Board approved a revision to Policy #26 – On-Call and Stand-by Duty and compensation revisions effective September 1, 2015 by the following vote:

AYES: Directors Fraites, Petterle, and Schoonover

NOES: None

ABSENT: Directors Baker and Rodoni

**RECYCLED WATER EXPANSION TO CENTRAL SERVICE AREA PROJECT – CLEAN WATER STATE REVOLVING FUND LOAN CEQA PROJECT APPROVAL**

President Baker arrived at the meeting.

Mr. McIntyre advised the Board that similar to the previous Recycled Water Expansion projects, the Board must take action on the Environmental Assessment (EA) for the Central Service Area Recycled Water Expansion Project. He stated that the EA covers changes to the approved pipeline distribution system in the original EIR/EIS, including: rerouting the pipeline from Novato Sanitary District Recycled Water Facility to the Vintage Oaks Shopping Center; moving the Highway 101 Recycled Water Pipeline Crossing: extending the Distribution Pipeline to connect the existing surplus Norman Tank; serving existing customers on Ignacio Blvd; and eliminating the 18” Recycled Water trunk line to serve Novato High School.

On motion of Director Petterle, seconded by Director Fraites, the Board approved the EA and adoption of Resolution 15-20 entitled “Resolution Of The Board Of Directors Of North Marin Water District Approval Of The Central Service Area Supplemental Environmental Assessment/Addendum To The North Bay Water Recycling Program EIR/EIS Prepared For The United States Bureau Of Reclamation and State Water Resources Control Board As Part Of Consideration Of Issuance Of Funding Under Public Law Title XVI And The Clean Water State Revolving Fund Program, and Finding That Addendum Is Consistent With The Aforementioned EIR/EIS”, Authorized the General Manager or his assignee to file the attached Notice of Determination with the Marin County Clerk and State Clearinghouse, and established the Board as custodian of the documents by the following vote:

AYES: Directors Baker Fraites, Petterle, and Schoonover

NOES: None

ABSENT: Director Rodoni

**MARIN LAFCO COUNTYWIDE WATER SERVICE STUDY – NMWD COMMENTS**

Mr. DeGabriele reminded the Board of the Marin LAFCO Countywide Water Service Study Executive Summary that they received at the August 4<sup>th</sup> meeting. He stated that District staff has had an opportunity to comment on the study draft and provided data as requested to Marin LAFCO to support the study; however, the LAFCO study reflects their independent projections of population, water demand, and water supply and does not match data provided by or calculated by the District. He advised the Board that the District’s comments support a joint Water Reliability Report prepared by the West Marin Water Agencies assessing each systems available supplies under different hydrologic scenarios based on shared planning assumptions (normal year, single dry year, multiple

dry year); supports a boundary change to detach approximately 7,770 acres of unincorporated land from the District that includes the Marshall Area east of Tomales Bay; and expresses interest in Marin LAFCO's consideration to expand the District's sphere of influence to account for existing outside service agreements.

The Board had much discussion on this topic, expressing concern about expanding the District's sphere of influence along the US 101 Corridor in Sonoma County.

Mr. DeGabriele stated that the District's comments also recognized that Marin LAFCO may undertake a study considering consolidation of the District and Marin Municipal wherein the District would participate but has no desire to pay for such a study since our ratepayers have not indicated any interest in such a consolidation. He noted that the District's comments object to a recommendation proposed to explore community wastewater systems within the West Marin Area.

After much explanation and discussion regarding Marin LAFCO's interest in expanding the District's sphere of influence in the US Hwy 101 corridor in Sonoma County, Director Schoonover recommended that the comment on Recommendation 11 in the letter to Marin LAFCO be modified to say: "NMWD is interested in but cautious of Marin LAFCO's consideration to expand our sphere of influence to account for existing NMWD outside service agreements."

On motion of Director Petterle, seconded by Director Schoonover the Board approved sending the letter to Marin LAFCO as proposed with modification noted above by the following vote:

AYES: Directors Baker, Fraites, Petterle, and Schoonover

NOES: None

ABSENT: Director Rodoni

### **INFORMATION ITEMS**

#### **FY15 RESIDENTIAL CONSUMPTION STATUS REPORT**

Mr. Bentley provided the Board with its annual review of Residential Consumption Status, indicating that FY15 saw the lowest residential consumption since FY83, when the Novato service population was 20% less than it is today. He reviewed charts in his report showing the effectiveness of the District's conservation incentive tier rate and conservation incentive rate to reduce water use among customers typically inclined to use more water.

**MISCELLANEOUS**

The Board received the following miscellaneous information: Disbursements, Mandated Cost Reimbursement, and Technical Advisory Committee Regular Meeting Notice of Cancellation.

The Board received the following news articles: Why proposed COIN law is bad for taxpayers, Water agency hosts free efficiency giveaway, IPUD bans outdoor watering systems, Marin hits water saving goals for August, Water added to Camp Meeker's Dutch Bill Creek a 'lifesaver' for young fish, and Marin IJ Editorial: Marin water-users meet state's drought mandate.

The Board also received the following miscellaneous items at the meeting: Notice of Public Review and Comment Draft Staff Report on Countywide Municipal Service Review on Public Water Services and Golden Gate Bridge, Highway and Transportation District's Response to Marin County Civil Grand Jury's findings and Recommendations Regarding Civil Openness in Negotiations Ordinances and revision from ESA regarding the Response to Comments on the EA/Addendum for the NMWD Recycled Water Expansion Project- Central Service Area.

**ADJOURNMENT**

President Baker adjourned the meeting at 8:04 p.m.

Submitted by



Katie Young  
District Secretary