

**NORTH MARIN WATER DISTRICT  
MINUTES OF REGULAR MEETING  
OF THE BOARD OF DIRECTORS  
November 17, 2015**

**CALL TO ORDER**

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

CSW/Stuber-Stroeh employee Dennis Rinehart, Novato Dermatology Owners Kimberly and Matt Fredrickson, Dave Pierce Contractor for Novato Dermatology, Novato Resident Mike Jolly, District employees Pablo Ramudo (Water Quality Supervisor), Robert Clark, (Maintenance/Operations Superintendent) and Tony Arendell (Construction/Maintenance Superintendent) were in the audience.

**MINUTES**

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

AYES: Directors Baker, Fraites, Petterle and Schoonover

NOES: None

ABSENT: Director Rodoni

ABSTAIN: None

**GENERAL MANAGER'S REPORT**

**Novato Watershed Program Policy Committee**

Mr. DeGabriele advised the Board that this Thursday the Novato Watershed Program Policy Committee will meet at the Marin County Civic Center to review recommended project alternatives, cost estimates for those projects and discuss a possible election timeline. He noted that he's not certain if that would be a bond measure, tax or property assessment.

**East Marin Shoreline Sea Level Rise**

Mr. DeGabriele informed the Board that next Monday the County is hosting the first meeting to discuss sea level rise vulnerability assessment for the east Marin shoreline. He reminded the

Board that he has been participating in the C-SMART TAC addressing West Marin sea level rise over the past two years.

#### Letter to the City of Novato about Office Relocation

Mr. DeGabriele provided a copy of the letter sent to the City of Novato requesting earnest money for the District to continue to wait and defer the remodel for the District administration building as the City continues to look for a potential District relocation site.

#### **OPEN TIME**

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

Robert Clark advised the Board that the final aqueduct shutdown for the remaining Aqueduct Energy Efficiency tie-ins is scheduled this Thursday and is expected to last 16 hours in duration. He stated that the tie-ins are up stream on the Sonoma County Water Agency side and staff is prepared.

Mr. McIntyre advised the Board that Marin LAFCo authorized outside water services for Yee and Fontes on Landing Way in South Petaluma at their meeting last Thursday. He stated that this enables the District to enter into outside service agreements with Yee and Fontes and the District can clean up the irregular service historically provided by an adjacent property owner.

Mrs. Young reminded the Board that the District Holiday Party is scheduled for December 19<sup>th</sup> at McInnis Park Club Restaurant and retirements of Vernon Stafford and Sue Kessler will also be celebrated at that time.

#### **MONTHLY PROGRESS REPORT**

Mr. DeGabriele provided the Board with the October Monthly Progress Report. He stated that water production in Novato during October was up 12% from last year but down 21% from October 2013, which is the State Water Resources Control Board metric. He noted that since June 2015, water production is down 31% on a cumulative basis compared to same period in 2013. He stated that in West Marin, water production in October was up compared to one year ago but down compared to 2013, and is currently down 12% for the fiscal year. He informed the Board that Stafford Lake storage is just about average at 33% capacity, Lake Mendocino is at 57% and Lake Sonoma at 68%. Mr. DeGabriele stated that in Oceana Marin the treatment and storage ponds look

good going into the winter months and that the Summary of Complaints and Service Orders show consumer system problems almost tripled due to consumer leaks. He stated that high bill complaints are down and the year to date complaints are down 12%.

Mr. Bentley provided the Board with the Monthly Report of Investments for October. He stated that at the end of October the District had a cash balance of \$12.3M and the weighted average portfolio rate was 0.57%.

### **ACTION CALENDAR**

#### **WATER SERVICE AGREEMENT – NOVATO DERMATOLOGY**

The Board approved an agreement for water service to the Novato Dermatology Office at 867 Diablo Ave. The property has historically been served with a 5/8" water service and used two equivalent dwelling units of supply. New facilities include a new 1 1/2" domestic service, one commercial fire hydrant, and a 4" fire service. The existing 5/8 water service will be converted and dedicated to irrigation. Estimated cost of the project is \$55,851.

On motion of Director Petterle, seconded by Director Schoonover, the Board approved authorization of the agreement with Novato Dermatology by the following vote:

AYES: Directors Baker, Fraites, Petterle and Schoonover

NOES: None

ABSENT: Director Rodoni

ABSTAIN: None

#### **ENGINEERING CONSULTING SERVICES CONTRACT (RECYCLED WATER CENTRAL SERVICE AREA) – BENNETT TRENCHLESS ENGINEERS**

Mr. McIntyre advised the Board that with the Recycled Water Central Area Expansion Project staff is requesting to hire an outside consultant to help with the pipeline project. He stated that Bennett Trenchless Engineers would be hired to assist design of the 500 ft. long 12" pipe line extension from Entrada Drive to the existing Norman Tank. He noted that trenchless horizontal drilling is expected to be used to minimize environmental and property impacts in this area. Mr. McIntyre informed the Board that Bennett specializes in this work and assisted the District's contractor for the 16" second feed to Ammo Hill installed in 2009.

President Baker asked how deep the drilling would be. Mr. McIntyre stated that initially the drilling would be 10ft but may be as deep as 20ft depending on the geology of the land. President Baker asked to be kept apprised about this project.

On motion of Director Fraites, seconded by Director Schoonover, the Board authorized the General Manager to enter into a consulting engineering services agreement with Bennett Trenchless Engineers in the amount of \$40,000 plus a \$5,000 contingency by the following vote:

AYES: Directors Baker, Fraites, Petterle and Schoonover

NOES: None

ABSENT: Director Rodoni

ABSTAIN: None

**WITHDRAWAL REQUEST OF PROPOSED REZONING AT NMWD VACANT TANK SITE**

Mr. DeGabriele reminded the Board of the request the District made to the City of Novato regarding the rezoning of the District properties at the Rosalia and Spinosa tank sites as part of the City's General Plan update. He informed the Board that City of Novato staff recommends that the District merge the parcels at both tank sites and perfect the easement at the Spinosa tank site prior to any rezoning. He stated that staff believes that decisions on development potential should be made at the time a development proposal is received by the city, not now and that staff does not believe the District can perfect the easement to the Spinosa site at 42 this time.

On motion of Director Petterle, seconded by Director Fraites, the Board authorized staff to inform the City of Novato that the District is withdrawing the request for rezoning at the Rosalia and Spinosa vacant tank site by the following vote:

AYES: Directors Baker, Fraites, Petterle and Schoonover

NOES: None

ABSENT: Director Rodoni

ABSTAIN: None

**INFORMATION ITEMS**

**OPERATIONS/MAINTENANCE – FIRST QUARTER 2015/16 UPDATE**

Robert Clark provided the Board with the First Quarter FY15/16 update. He stated that staff maintained a safe work environment. He advised the Board that employees who worked with air compressors, backhoes, maintenance tools and operation equipment received their annual hearing test. He stated that there was one employee who had a noticeable change in his hearing test from the prior year and it was discussed how to better protect his hearing.

Mr. Clark advised the Board that the Maintenance Department had 12% of unplanned activities in the quarter and is looking to perfect the asset management program and balance the

maintenance work load in order to complete more projects. He informed the Board that next year staff will be getting more involved with the maintenance practices and with the backflow program, having a period of shutdown for the larger customers so that staff can perform the annual testing.

Mr. Clark praised the Electrical/Mechanical Department stating that they made great efforts with the Aqueduct Energy Efficiency Projects telemetry, cathodic protection and Windhaven pump station installation during the period.

Mr. Clark advised the Board that the Recycled Water Fill Station operated during the first quarter from July through the end of October. He informed the Board that he will provide a full report to the Board including the cost, how much water was given away, etc. after he sits down with all staff involved. He opined that the customers loved the extra source of water.

### **FIRST QUARTER FY15/16 – WATER QUALITY REPORT**

Pablo Ramudo provided the Board with the First Quarter FY15/16 Water Quality Report. He stated that for the Novato Water System, Stafford Lake was used throughout the first quarter. He stated that there was a lot of algae seen and new species which, at times, clogged the filter. He advised the Board that chemist Marc Reischmann has trained himself to identify algae which has been a tremendous help. Mr. Ramudo informed the Board that treatment plant staff were having difficulty removing manganese from the water and there were several periods when STP was shut down to help address the issue. Mr. Ramudo advised the Board that there were no taste and odor problems in the quarter and the GAC was replaced in June. He stated that out of 248 distribution system samples taken, 2 were positive with coliform. He advised the Board that the positive coliform results are likely from less monitoring and rechlorination of chlorine at tank sites. He noted that the chlorine drop off is due to lower water production.

Mr. Ramudo stated that in the Point Reyes Water System, Gallagher Well was used for more than 50% of the water supply. He stated that there was less salinity intrusion and the District was able to keep the salinity and resulting bromide out of the system which kept the disinfection by-products down. He advised the Board that there were no positive coliforms and corrosion has gone down. He stated that since the District has had no exceedance of lead and copper above the action level, the State Division of Drinking Water removed the order for increased frequency of monitoring and relieved the District of performing a corrosion control study.

President Baker asked if there were aggressive problems with corrosion. Mr. Ramudo responded that in Pt. Reyes there is a lot of older plumbing containing brass with lead and copper and corrosion leaches out at a higher rate.

Mr. Ramudo advised the Board that Deer Island produced water in July for 20 days and that there were very low bacteria levels.

### **SUSTAINABLE GROUNDWATER MANAGEMENT ACT IN SONOMA COUNTY**

Mr. DeGabriele informed the Board that he attended the Petaluma Valley Basin workshop on November 9<sup>th</sup>. He stated that Petaluma Valley is undergoing a USGS groundwater study similar to that conducted in Sonoma Valley and the Santa Rosa Plain. He advised the Board that the purpose of the meeting was to get public input on how to form Groundwater Sustainability Agencies. Mr. DeGabriele provided the Board with basic information about the North Bay Water District stating that it is a land owner voting district and votes are based on the assessed value of the land. North Bay Water District desires to represent agricultural interest in the Petaluma and Sonoma Valley basins.

President Baker asked what the boundaries of the North Bay Water District were. Mr. DeGabriele stated that he included a map in the agenda packet but the approximate boundary is west of the Petaluma River and South by San Pablo Bay and then is shaped in a “U” which follows Lakeville Highway to Highway 12.

Mr. DeGabriele stated that it was evident to him in attending the meeting that the District is a big partner with the Sonoma County Water Agency but is on the sidelines with respect groundwater management. He stated that he desires to make sure the Water Agency knows that the District is interested and will show up and monitor what’s going on and that the District is looking at how the District can become a partner in the future with the potential for groundwater storage and recovery.

### **CALIFORNIA WATER BOARD CONSIDERING EXTENSION OF EMERGENCY DROUGHT REGULATIONS**

Mr. DeGabriele provided an update to the Board regarding the California State Water Resources Control Board consideration of extending the Emergency Drought Regulations. He stated that since early October he has been working with City of Santa Rosa and other agencies advocating for a regional approach to compliance with the conservation measures. He informed the Board that there is a public workshop on December 7<sup>th</sup> and the deadline to submit comments is December 2<sup>nd</sup>. Mr. DeGabriele advised the Board that he prepared a draft letter that has been circulated to other Sonoma Marin Saving Water Partners for their use to comment on this issue. He stated that a larger group is including state wide entities who are advocating for not only a regional approach but asking that any savings from June through February be carried over to the next period and suggestions on guidance to report water production with bill periods that are different. He noted that the letter requests that the State start asking agencies for available water storage with the intent

that areas with sufficient storage should not be required to conserve as much as those with less storage. He informed the Board that he would keep them apprised of new information.

### **MISCELLANEOUS**

The Board received the following miscellaneous items: Disbursements, Bill Payment Options, Summary of 2015 Stafford Lake Fish Survey, NBWA Conference 2016 – Save the Date, Marin County Flood Control and Water Conservation District – Winter is Coming..., and Farewell Event for City Manager Michael S. Frank.

The Board also received the following news articles: Marin residents reach overall state mandated water saving goals, Legal Notice – Notice of Intent to circulate petition, Marin Municipal water bills set to soar 27 percent, State expected to relax on pollution standards, Public Notice - Notice Inviting Proposals, Anti-fluoridation forces to gather signatures to get issue on Marin ballot, and El Nino still on track to deliver deluges, new report says.

The Board received the following news article at the Board meeting: Governor extends California water-saving measures in drought.

Mr. DeGabriele advised the Board that on the Disbursement list that was emailed to the Directors today had a sponsorship for the NBWA Conference in April 2016.

Director Fraites stated that the article about Marin Municipal was very interesting and made the District look good.

### **CLOSED SESSION**

President Baker adjourned the Board into closed session at 8:08 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 8:54 p.m., President Baker stated that during the closed session the Board had discussed the issue and no reportable action had been taken.

### **ADJOURNMENT**

President Baker adjourned the meeting at 8:55 p.m.

Submitted by



Katie Young  
District Secretary