

**NORTH MARIN WATER DISTRICT  
MINUTES OF REGULAR MEETING  
OF THE BOARD OF DIRECTORS  
July 15, 2008**

**CALL TO ORDER**

President Fraites 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, Steve Petterle, Dennis Rodoni and John Schoonover. Also present were General Manager Chris DeGabriele, Secretary Renee Roberts, Auditor-Controller David Bentley and Chief Engineer Drew McIntyre.

District employees Robert Clark (Facilities Maintenance Superintendent), Doug Moore (Construction Superintendent), Ryan Grisso (Water Conservation Coordinator) and Field Service Representative Miguel Venegas and his spouse, Summer, were in the audience.

**MINUTES**

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

**GENERAL MANAGER'S REPORT**

**General Manager's Performance Evaluation**

Mr. DeGabriele said that he will compile a list of accomplishments for the past year and will provide it to the Board for inclusion in the General Manager's Performance Evaluation which be discussed at a Closed Session at the next Board meeting on August 5, 2008.

**Oceana Marin Homeowners Association Meeting**

Mr. DeGabriele advised that the Oceana Marin Homeowners Association annual meeting is scheduled for Sunday, July 20 in Tomales and that Robert Clark will attend and give an update on plans for next fiscal year, including options for screening of the emergency generator. He said that Mr. Clark and a representative of Phillips and Associates will be available to field questions about the new contract for operations and maintenance in Oceana Marin.

**OPEN TIME**

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

**STAFF/DIRECTORS REPORT**

Director Fraites said that he received a call from a customer who was concerned about winter runoff into Stafford Lake of liquid manure that is being spread on the fields in the Stafford

Lake Watershed. Mr. DeGabriele responded that the liquid manure is spread during this time of year rather than during the rainy season and does not directly run off into the lake.

Director Rodoni suggested that when Mr. Clark attends the Oceana Marin Homeowners Association meeting he provide customers with the District's contact information to insure good communication between the customers and the District. Mr. DeGabriele suggested that a refrigerator magnet with District contact information for all District customers would be a good idea.

**PUBLIC HEARING/APPROVE – REVISION OF WATER CONSERVATION REGULATIONS 15 & 17**

Mr. DeGabriele said that the Board set a public hearing for revision of the Water Conservation Regulations 15 (Novato) and 17 (West Marin) for tonight's meeting and that the public hearing was noticed in the Novato Advance and the Point Reyes Light. He advised that Ryan Grisso, Water Conservation Coordinator, will present the changes to the regulations.

Mr. Grisso stated that it has been two years since the last update of Regulations 15 and 17. He said the new revisions focus on new development and new construction to insure that they be as water efficient as possible. He said that the changes to the language makes it clearer to the customers by defining High Efficiency Toilets, adding urinal specifications (0.125 gallons maximum), requiring no more than one showerhead per shower in new construction and refines language for sink aerators for residential and commercial construction. Mr. Grisso said that in the landscape section, language was added defining spray irrigation systems to be multi-stream pop-up sprinklers and pressure regulated spray head bodies to provide the highest potential distribution uniformity. He said that he neglected to add a provision to prohibit overhead irrigation of lawns within 24" of a hard surface to prevent overspray and runoff in new development landscaping and would like to add the following sentence to section e.4 for approval in both Regulations 15 and 17: "Spray or other overhead irrigated turf shall not be allowed within 24 inches of hard surfaces to prevent overspray and run-off."

Director Fraites suggested that, in the interest of reducing greenhouse gases and to promote the use of locally grown food, the District include replacing turf with vegetable gardens in the Cash for Grass Rebate program. He further suggested that the District find customers who would be willing to turn their turf into vegetable gardens and publicize those projects.

Mr. Grisso said that in the past, the Cash for Grass Program included rebates for vegetable gardens replacing turf, but in the name of saving water, that provision was removed. He said that this would take much thought and discussion to come up with a program.

Mr. DeGabriele stated that the Cash for Grass program was modified previously from requiring xeriscape landscaping to now requiring customers install California native plants and drought-tolerant plants in the landscape to receive a rebate. He said that language in the regulation section o.2, "Other Exemptions," may suffice and enable some level of rebate to be offered for a vegetable garden in place of turf. He said that this topic will be brought back to the Board for discussion.

Director Fraites asked if water watch patrols would continue this summer and Mr. Grisso said that they would.

Director Rodoni suggested that the District have drawings or photos of the 24" buffer between turf and hardscape available for customers' information.

President Fraites opened the public hearing and hearing no comment closed the public hearing.

On motion of Director Petterle and seconded by Director Baker, the Board unanimously approved Resolution 08-15, entitled "Revision of North Marin Water District Regulation 15 Water Conservation – Novato Service Area," and Resolution 08-16, entitled "Revision of North Marin Water District Regulation 17 Water Conservation – West Marin Service Area."

On motion of Director Petterle and seconded by Director Rodoni, the Board unanimously approved the revision to Resolution 06-01 entitled, "Revised Resolution 06-01 of the North Marin Water District Board of Directors Setting Water Conservation Rebate Amounts for Novato Service Area," and revision to Resolution 06-02 entitled, "Revised Resolution 06-02 of the North Marin Water District Board of Directors Setting Water Conservation Rebate Amounts for West Marin Service Area."

### **MONTHLY PROGRESS REPORT**

Mr. DeGabriele reviewed the Monthly Progress Report for June and said that water production in Novato was down 5% from a year ago, up slightly from FY 04/05 (another dry spring year) and down from FY 03/04. He said that the recycled water plant is up and running and that Stafford Treatment Plant is producing on average 4 million gallons per day. Mr. DeGabriele presented charts of Lake Mendocino storage showing that storage level is about 3,000 acre feet above last year's level. He said this shows that regional urban and agricultural water users are doing a good job in reducing water usage and the Sonoma County Water Agency is doing a good job managing the Russian River system. He said that plenty of water remains in Lake Sonoma.

Mr. DeGabriele reported that in West Marin water production is down 13% and 5% of the decline is due to the cessation of the Giacomini Dairy operation. He said that Stafford Treatment Plant production is up considerably from a year ago with 712 million gallons, approximately 95% of target, and up considerably from the last four years of production. He reported that Stafford Lake volume is less than last year and less than normal, and in Oceana Marin good performance at the irrigation fields continues and both treatment pond and storage pond are gaining freeboard. Mr. DeGabriele advised that the Summary of Complaints and Service Orders is about the same as last year; and of the 131 Customer Service Questionnaire mailed, 68 were returned and of those returned, 92% said the District is doing a good job, 5% were neutral and 3% were critical.

Director Fraites noted the positive comments by customers of Field Service Representative Darrell Bynum, and Mr. DeGabriele said that all customer service representatives regularly receive kudos.

### **ACTION CALENDAR**

#### **APPROVE: EMPLOYER ASSISTED HOUSING PROGRAM LOAN**

Mr. Bentley presented the request by Miguel and Summer Venegas for a District Employer Assisted Housing Loan for \$125,000 towards the purchase of a home in Novato. He said that Mr. and Mrs. Venegas have a substantial down payment and that the first mortgage is arranged. He advised that Drew McIntyre has repaid the District his loan thereby making funds available for the Venegases, but that the Venegas loan would exhaust all funds in the loan program. He said that staff has ideas to help other staff with housing loans in the future that will be shared with the Board at a later date.

On motion of Director Rodoni, seconded by Director Petterle and unanimously carried, the Board approved the \$125,000 loan and authorized the General Manager to sign the note at such time as the loan is required to close the purchase transaction.

### **INFORMATION ITEMS**

#### **PUBLIC OUTREACH CAMPAIGN SUMMER 2008**

Mr. Grisso stated that this spring was extremely dry and that in order to retain enough water in Lake Mendocino to provide adequate flows in the Russian River for Chinook salmon runs in the fall, District customers will be asked to again achieve a 15% reduction in water usage by continuing their efforts from last year. He outlined the customer outreach plans included in the Summer 2008 campaign. The four outreach options are:

1. Top Ten Tips – The Top Ten Tips are revised from the 2007 tips and will be promoted through postcard mailers, newspaper advertisements, television public service announcements and at the Novato Farmers Market.

2. High Impact Mailer – This mailer will target those customers whose water usage is greater than the typical Novato customer water usage of 575 gallons per day. This mailer will provide each customer specific data on their peak usage and ways the District can help them reduce their usage.

3. Community Access Television Spots – Two additional public service announcements (PSA) will be produced to focus on the Russian River and Stafford Lake water supply and associated limitations, and outdoor water conservation programs. These PSAs will be broadcast on Novato Public Access Television and can be uploaded to the District website for additional viewing.

4. Hospitality Outreach – Local restaurants will be contacted by District staff to encourage them to reduce their water usage by providing water only upon request. Local hotels and motels will also be contacted to encourage their guests the option of reusing linens and towels during their stay. The District will provide these businesses display cards that explain the restaurant or hotel's water conservation efforts.

### **NEW WEBSITE PRESENTATION**

Ms. Roberts presented a live tour of the new District website to the Board.

### **2008 VEHICLE AUCTION RESULTS**

Mr. Clark reported on the results of the trucks sent to auction and said that a total of \$4,545 was received. He said that as a result of the high cost of gas, there was a high volume of trucks available at the auction and that may be the reason for the lower than expected proceeds.

### **NORTH BAY WATERSHED ASSOCIATION**

Director Fraites provided a brief review of the North Bay Watershed Association meeting he attended on July 11, 2008.

**MISCELLANEOUS**

The Board received the following miscellaneous information: Disbursements (7/2/08 and 7/9/08).

**ADJOURNMENT**

President Fraites adjourned the meeting at 8:34p.m.

Submitted by

Renee Roberts  
District Secretary