

**NORTH MARIN WATER DISTRICT
MINUTES OF REGULAR MEETING
OF THE BOARD OF DIRECTORS
April 3, 2012**

CALL TO ORDER

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

Novato resident, Ed Grundstrom, Kevin Canada from URS Corporation and District employees Robert Clark (Operations/Maintenance Superintendent), Doug Moore (Construction/Maintenance Superintendent), and Dave Jackson (Associate Civil Engineer) were in the audience.

MINUTES

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

GENERAL MANAGER'S REPORT

Dry Creek Habitat

Chris DeGabriele informed the Board that Director Rodoni and he met with Sonoma County Supervisor, Efren Carrillo and Sonoma County Water Agency General Manager Grant Davis last week and recommended that the agency not only continue efforts with federal legislators and staff but also try to reach the Secretary of Defense to advocate for Corps of Engineer funding for Dry Creek Habitat enhancements. He stated that SCWA suggested that the District speak with Marin County Supervisor, Judy Arnold to make funding Dry Creek habitat enhancement a top priority for the County's legislative outreach.

California Youth Energy Services

Mr. DeGabriele stated that Directors received an email from Ryan Grisso, Water Conservation Coordinator, regarding the inquiry about the California Youth Energy Services, and using them in the District's water conservation program.

Marin Conservation League

Mr. DeGabriele informed the Board that on Friday, April 20th, the Marin Conservation League is holding their annual dinner and it's suggested that a representative from the District to attend. He stated that Harry Seraydarian, NBWA Executive Director, will receive the Marin Green Award for Environmental Leadership and the cost of the dinner is \$75. Director Fraites, the Districts NBWA representative will attend.

OPEN TIME

President Petterle asked if anyone in the audience wished to bring up an item not on the agenda and the following item was discussed:

Interdistrict Loan Policy

Ed Grundstrom, Novato Resident, addressed his concerns with the Board about the District's Interdistrict Loan Policy. He expressed his concern that the District has gone away from a "pay as you go" operation to a "borrow as you go" concern. Mr. Grundstrom stated that the rate payers are paying a lot of money for interest and debt that should have been paced out better and not front loaded so heavily. He opined that projects should be put on hold until a time when the District can afford them.

STAFF / DIRECTORS' REPORTS

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

SMART

Drew McIntyre stated that he and the General Manager met with SMART staff who desire to use the District easement for the pipeline from Las Gallinas Valley Sanitary District to Hamilton Field. He said that SMART has an interest in having a bike path to the east of the SMART tracks. He continued to state that the easement would be non-exclusive and that the District would not be obligated to restore the pavement above the pipelines along that area. Mr. McIntyre said he would keep the Board updated on any decisions going forward.

Directional Drilling

Mr. McIntyre also advised that he sent out an email to the Board about horizontal directional drilling which included a link to a horizontal directional drilling video. He stated that the Directors are more than welcome to visit the Segment 2 project to witness the horizontal directional drilling operation first hand.

CONSENT CALENDAR

On the motion of Director Fraites, seconded by Director Schoonover and unanimously carried, the following items were approved on the consent calendar:

APPROVE: TEMPORARY WATER SERVICE REQUEST- NFPD STA. 64 TEMPORARY STRUCTURE

The temporary water service will be on Roblar Drive and serve a mobile trailer providing living quarters for firefighters as Fire Station 64 on Enfrente Road is demolished and reconstructed. The temporary location will also include a pre-fabricated garage to store one fire engine.

The Board unanimously approved Resolution No. 12-08 entitled "Temporary Water Service Facilities Construction Agreement with Novato Fire Protection District."

APPROVE : CIMIS STATION #225 LAND USE AGREEMENT

Currently the District is involved with Water Management Technology Education Center in cooperation with the Marin Community College District and Marin Municipal Water District to develop and demonstrate new water management practices and technologies, and educate industry leaders and the workforce in state of the art landscape water management. The District's initial involvement was to establish a California Irrigation Management Information System (CIMIS) station, to be located at the College of Marin's Indian Valley Campus.

Department of Water Resources would like to execute a new Land Use Agreement with the Marin Community College District giving the site a formal CIMIS Station number and title. The CIMIS Station is already installed and in operation as an educational tool for Indian Valley College's Water Management Technology Center.

The Board unanimously authorized the General Manger to negotiate and execute the updated Land Use Agreement with the State of California, Department of Water Resources and the Marin Community College District for CIMIS Station #225 (Novato West) at the Marin Community College District's Indian Valley Campus.

ACTION CALENDAR

APPROVE: RECYCLED WATER EXPANSION SOUTH SERVICE AREA- PHASE 1A: CONSTRUCTION CONTRACT

Mr. McIntyre informed the Board that the District opened bids for the Recycled Water Expansion South Service Area- Phase 1A in March. He said that there were a total of seven bidders and Maggiora & Ghilotti came in as the low bidder at \$884,488, 3.2% below the engineers estimate.

Mr. McIntyre stated that Kevin Canada, from URS Corporation, executed a bid analysis and reviewed all of the information, stating that the bid met all necessary requirements. He said that the project will receive 25% federal grant funding from a combination of ARRA stimulus funds and Bureau of Reclamation Water SMART Grant funds, with the remainder of the project costs to be financed with a low interest SRF loan.

On the motion of Director Schoonover, seconded by Director Fraites and unanimously carried, the Board approved award of the contract and authorized the General Manager to execute an agreement with Maggiora & Ghilotti.

APPROVE: COOPERATIVE AGREEMENT AND UTILITY AGREEMENT BETWEEN THE STATE OF CALIFORNIA AND NORTH MARIN WATER DISTRICT FOR CALTRANS' MSN B1 AND NMWD'S AEEP REACH E PROJECT

Mr. McIntyre stated that staff has been communicating with the Board on the impacts of the CalTrans Marin Sonoma Narrows Project requiring relocation of the North Marin aqueduct. He said that the CalTrans contractor will perform the work since there is a significant cut required in the Redwood Landfill Interchange area which precludes relocation of the aqueduct prior to CalTrans work. He stated that the District will pay \$2.6 million for the upsizing of the aqueduct to 42-inch diameter. Mr. McIntyre informed the Board that the Utility Agreement was standard and will compensate NMWD for any staff time through the design and construction phase while relocating the aqueduct. He stated that the Cooperative Agreement is more involved and lays out the roles and responsibilities for the District financially. He said that Chris DeGabriele and he, along with the CalTrans staff, the District's legal counsel and CalTrans legal counsel, have reviewed these agreements for several months. Mr. McIntyre stated that construction is expected to start in the fall of 2013 and be completed by the spring of 2014.

Director Rodoni asked if the District is paying for the pipe upgrade. Mr. McIntyre responded that the District has been diligently working on the roles and responsibilities to make sure that the District is only paying for correct items related to the upsizing and that the District will inspect the work.

On the motion of Director Baker, seconded by Director Fraites and unanimously carried, the Board approved Resolution No. 12-09 entitled, "A Resolution of the Board of Directors of North Marin Water District Authorizing the General Manager to Execute Cooperative Agreements with CalTrans and Amendments Thereto" and authorized the General Manager to execute Utility Agreement No. 1778.4.

APPROVE: CHANGE ORDER TO NUTE ENGINEERING CONTRACT FOR RECYCLED WATER SOUTH SERVICE AREA

Drew McIntyre informed the Board that as the Recycled Water South Service Area project enters the construction phase, there may be unforeseen conditions and proposed changes to the design that will require input by the design consultant. He stated that most of the design support will be handled by the District's Associate Engineer, Dave Jackson, although there will be additional support needed from Nute Engineering. Mr. McIntyre said that the cost for the change order would be \$30,000.

On the motion of Director Schoonover, seconded by Director Baker and unanimously carried, the Board authorized Change Order No. 7 to Nute Engineering Contract to perform recycled water construction engineering support tasks for the Novato South Service Area project in the amount not to exceed \$30,000.

APPROVE: NOTICE OF COMPLETION- RECYCLED WATER EXPANSION NORTH SERVICE AREA SEGMENT 3

Drew McIntyre informed the Board that Segment 3 of the Recycled Water Expansion North Service Area has been completed. He said that the project was completed on March 27, 2012 by Ghilotti Construction Company and has been inspected by District staff, The Covello Group and consultants Miller Pacific Engineering and Environmental Science Associates, the County of Marin and the City of Novato. Mr. McIntyre stated that the total cost of the project was approximately \$1.6 million, \$22,000 less than the approved budgeted amount.

Mr. McIntyre requested that the Board authorize the General Manager to execute and file a Notice of Completion for the Recycled Water Expansion North Service Area- Segment 3 project.

On the motion of Director Rodoni, seconded by Director Baker and unanimously carried, the Board authorized the General Manager to execute and file a Notice of Completion for the Recycled Water Expansion North Service Area- Segment 3 project.

INFORMATION ITEMS

DIRECTORS' EMAIL ACCOUNTS

David Bentley informed the Board that the three directors who requested District email accounts are now set up, and they have received their information and password. Mr. Bentley advised the Board that the emails were put on the District website as well.

TAC MEETING- APRIL 2, 2012

Chris DeGabriele informed the Board that the TAC discussed the current water supplies at the meeting held on April 2nd. He said that the Novato received approximately 5 inches of rain in March and that Stafford Lake is at approximately 188 ft. Mr. DeGabriele said that the treatment plant will not start-up until July 1st and the District continues to use treatment plant operators on other tasks throughout the District. He stated that Lagunitas Creek will have normal year flows through summer the months and that the District continues to work through Coastal Commission issues related to the Well #3 Replacement project.

Mr. DeGabriele informed the Board that the Russian River has been classified as "normal" year conditions as of April 1st. He stated that the inflow into Lake Pillsbury exceeded the "normal" year threshold, so the minimum instream flows in the Russian River Water System will increase. Mr. DeGabriele said that the water supply conditions will be reviewed again on May 1st and June 1st to determine the appropriate flow regime pursuant to Decision 1610 requirements.

Mr. DeGabriele said that there was a thorough overview of the Biological Opinion, and that the Water Agency is making good progress. He stated that the Agency has filed a grant application with the Department of Fish and Game to obtain funding for the Mirabel fish ladder.

MISCELLANEOUS

The Board received the following miscellaneous information: Disbursements, Sonoma County Water Agency Press Release- "Miracle March" Rainfall Improves Water Supply Outlook.

The Board also received the following news articles: North Marin Water District Recognition and Rain brings water levels back up.

ADJOURNMENT

President Petterle adjourned the meeting at 8:10 p.m.

Submitted by



Katie Young
Acting District Secretary