

**NORTH MARIN WATER DISTRICT  
MINUTES OF REGULAR MEETING  
OF THE BOARD OF DIRECTORS  
November 1, 2016**

**CALL TO ORDER**

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 Jack Baker, Rick Fraites, Dennis Rodoni and John Schoonover. Also present were General Manager Chris DeGabriele, Auditor-Controller David Bentley, Chief Engineer Drew McIntyre and Acting District Secretary Eileen Blue. Director Petterle and District Secretary Katie Young were absent.

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

**MINUTES**

Director Fraites requested the draft minutes be corrected pursuant to his request during the Directors Report item at the last meeting that: "The District document discussions with the Grossi Dairy regarding manure application on the Stafford Lake watershed."

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

AYES: Director Baker, Fraites, and Schoonover

NOES: None

ABSTAIN: Director Rodoni

ABSENT: Director Petterle

**GENERAL MANAGER'S REPORT**

**Rainfall**

Mr. DeGabriele reported that Novato rainfall in October totaled about 4" and that it typically takes about 6-7" of rainfall to saturate the Novato Creek watershed and begin collecting runoff, so no storage benefit has yet been seen at Stafford Lake. He stated that both Lake Mendocino and Lake Sonoma have seen some minor storage increase in just the past couple of days and are at 90% of the target storage curve at Lake Mendocino and 86% of capacity at Lake Sonoma. He noted that storage on the Russian River is in good shape.

### Marin Baywave

Mr. DeGabriele stated that he attended the update for the County's sea level rise vulnerability assessment, Marin Baywave, last week. He stated that an internal draft of the vulnerability assessment is being reviewed now and a communications plan is being developed thru the end of the year and the assessment will likely be released to the public in early 2017.

### Russian River Fish Ladder Ribbon Cutting

Mr. DeGabriele advised the Board that tomorrow he will be attending the Russian River Fish Ladder Ribbon Cutting ceremony at the Sonoma County Water Agency Mirabel location.

### **OPEN TIME**

President Schoonover 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 Schoonover 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 the County of Marin is updating their Local Hazard Mitigation Plan and reaching out to cities and Special Districts to participate in a regional, county wide plan. He informed the Board that he will participate in a meeting on this topic to be held this Thursday in Novato.

Mr. McIntyre also advised that he will attend the Flood Control Zone #1 Advisory Board meeting on November 10<sup>th</sup>.

Director Fraites inquired about the District work he observed on October 31<sup>st</sup> at Indian Valley Road. Tony Arendell replied that a broken valve was being repaired downstream of the Old Ranch Road pump station.

Mr. Baker advised he will attend the NBWA meeting on Friday, 11/4 and hopes to have a conversation with Bruce Wolfe, Executive Officer of the San Francisco Bay Area Regional Water Quality Control Board on water quality issues.

**CONSENT CALENDAR**

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

AYES: Director Baker, Fraites, Rodoni and Schoonover

NOES: None

ABSENT: Director Petterle

**FALL 2016 WATERLINE, VOLUME 17, ISSUE 37**

The Board approved the text and design for the Fall 2016 *WaterLine*. This version updates customers on the Novato drought, thanking them for their efforts last year as Novato water production was down 33% community wide compared to 2013. So far in FY2016, water production is down 11% compared to June, July, August 2013. Customers are also being informed about the Advanced Meter Information Pilot Project and the Recycled Water Expansion in Central Novato. Finally, customers are again reminded about the water waste and essential prohibitions which remain in effect and asked to turn off their irrigation system as the rainy season is upon us, and overhead sprinkler irrigation is prohibited within 48 hours of measured rainfall events.

**CIVIL GRAND JURY RESPONSE**

The Board approved a response to the Marin County Civil Grand Jury on pension related questions. To date, North Marin's net pension liability is at \$8.6M and our projected pension contribution this fiscal year is \$829K.

**EXTENSION OF HORIZON CATV LICENSE AGREEMENT**

The Board approved a renewed license agreement with Horizon Cable TV at the PRE Tank Site 4 for their antenna, equipment shed, propane tank and emergency generator. The extended license agreement term is only for one year, as future relocation of Horizon facilities may be needed to accommodate the replacement Tank 4A.

**ACTION CALENDAR**

**AMI PROJECT PUBLIC MEETING**

Mr. Bentley requested that the Board approve holding a public meeting on December 13th to obtain community input on the Advanced Meter Information system radio antenna sites. He stated that 26 new antenna sites are identified, mostly on existing District tanks with heights ranging from 10' to 26' above the tank. He advised the Board that a letter will be sent to all residents within 300 feet of each antenna site inviting them to the meeting to and learn more about the project.

Director Rodoni inquired whether the District should consider public outreach support. Mr. Bentley replied that consultants from Utiliworks will be in attendance. Mr. DeGabriele added that staff will ask the District CEQA consultant for guidance on whether the additional support may be needed.

On motion of Director Fraites, seconded by Director Baker, the Board approved mailing the public meeting AMI letter to customers by the following vote:

AYES: Director Baker, Fraites, Rodoni and Schoonover

NOES: None

ABSENT: Director Petterle

#### **CUSTOMER BILLING RECORDS REQUEST**

Mr. Bentley advised the Board that the Marin County Fire Department is requesting customer billing records for dedicated fires services only in order to help in pre-planning their response in the event of structure fires and/or wild land fires which may impact the structures. Mr. McIntyre indicated his belief is the request applies to West Marin only. Mr. DeGabriele indicated that the District could provide address only and exclude the property owner information.

On motion of Director Baker, seconded by Director Fraites, the Board approved the request by Marin County Fire Department to provide a list of District accounts with a dedicated sprinkler service by the following vote:

AYES: Director Baker, Fraites, Rodoni and Schoonover

NOES: None

ABSENT: Director Petterle

#### **SET MEETING FOR CHIEF ENGINEER INTERVIEW**

Mr. DeGabriele briefed the Board on the history of the Chief Engineer recruitment. He stated that advertisement was placed on several sites and that only 4 applications were received. He noted that the top two were interviewed by two panels. Mr. DeGabriele advised the Board that one candidate overwhelmingly was chosen to be top the candidate. He informed the Board that staff's recommendation is to only bring in the one candidate for the Board to interview.

Director Baker asked if staff knew as to why only a few applied, but no real reason was apparent. Director Baker had some reservation on only interviewing one person but other Board members decided it would be acceptable.

Director Rodoni asked that the 11/15 meeting start early rather than a special meeting on 11/10 of which he will be unable to attend.

On motion of Director Rodoni, seconded by Director Fraites, the Board set November 15<sup>th</sup> at 6pm to conduct the Chief Engineer Interview by the following vote:

AYES: Director Baker, Fraites, Rodoni and Schoonover

NOES: None

ABSENT: Director Petterle

### **INFORMATION ITEMS**

#### **WATER CONSERVATION QUARTERLY UPDATE (JULY-SEPTEMBER 2016)**

Mr. McIntyre provided the Board with the Water Conservation Quarterly Update. He stated that Water Smart Home Surveys were up this quarter and toilet rebates have remained consistent. He noted that the number of Cash for Grass rebates has declined. Mr. McIntyre stated that rounds 1 and 2 of the Proposition 84 grant funds have been depleted and Sonoma County Water Agency and the District are now focusing on round 3 funds.

#### **QUARTERLY PROGRESS REPORT – ENGINEERING DEPARTMENT**

Mr. McIntyre provided with Board with the Quarterly Progress Report for the Engineering Department. He stated that the first quarter has been on track in the planning progress and that 6 projects have been added, 3 deferred and one has been carried over. Mr. McIntyre provided the Board a brief summary of these projects.

#### **WAC/TAC MEETING – NOVEMBER 7, 2016**

Mr. DeGabriele provided the Board with the agenda for the Water Advisory/Technical Advisory Committee Meeting to be held on November 7<sup>th</sup>. He stated that the Saving Water Partnership won two national awards which he will bring in for the Board to see.

#### **NBWA MEETING UPDATE – NOVEMBER 4, 2016**

Director Baker advised he would be attending the North Bay Watershed Association Meeting on November 4, 2016.

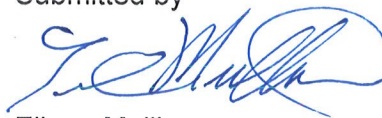
### **MISCELLANEOUS**

The Board received the following miscellaneous information: Disbursements and Summary of FY16 Inventory Adjustment.

**ADJOURNMENT**

President Schoonover adjourned the meeting at 7:41 p.m.

Submitted by



Eileen Mulliner  
Acting District Secretary