

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

**CALL TO ORDER**

President Baker called the regular meeting of the Board of Directors of North Marin Water District to order at 7:30 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, and Auditor-Controller David Bentley. Chief Engineer Drew McIntyre was absent.

District employees Peter Castellucci (Pipeworker), Pablo Ramudo (Water Quality Supervisor) and Tony Arendell (Construction/Maintenance Superintendent) were in the audience.

**MINUTES**

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

AYES: Directors Baker, Fraites, Petterle, Rodoni, Schoonover

NOES: None

ABSENT: None

ABSTAIN: None

**GENERAL MANAGER'S REPORT**

The General Manager had nothing to report.

**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:

Katie Young reminded the Board and staff that the Statement of Economic Interest Form 700's are due no later than April 1<sup>st</sup>.

President Baker advised the Board and staff that he attended the North Bay Watershed Association meeting and that there were two very good speakers, UC Davis Professor George Tchobanolous who spoke about the overall cost of water, its predicted significant rise in the next 10

years and for direct potable reuse; and John Green from Gold Ridge Resource Conservation District discussing rainwater harvesting and the general projects in the West Sonoma County area.

Director Fraites advised Board and staff that if anyone is interested in a discussion on climate change or sea level rise there will be a meeting of the Marin Conservation League Climate Action Working Group on Friday, February 20<sup>th</sup> at the San Rafael Corporate Center at 9 a.m.

### **MONTHLY PROGRESS REPORT**

Mr. DeGabriele provided the Monthly Progress Report for the month of January. He stated that water production for the month of January was down 18% in Novato and down 24% in West Marin. He advised the Board that Stafford Lake spilled throughout January from the saturated watershed and continues to spill with the February storm. He stated that in Oceana Marin the treatment plant and storage ponds are in decent shape and the District has gone 246 days without a lost time accident through January 31<sup>st</sup>. He informed the Board that there were several planned and unplanned customer outages in January.

Mr. DeGabriele reviewed the Summary of Complaints and Service Orders, complaints were down 24% for the month although reported leaks were considerably high however high bill complaints were down. He noted that water quality complaints were down significantly.

Mr. Bentley provided the Board with the January Monthly Report of Investments stating that at the end of the month the District's cash balance was \$13M. He advised the Board that CalTrans' hold outstanding invoices from the District of \$1.7M and the weighted average portfolio was 0.52%.

President Baker asked Mr. Bentley what the turn-around time for reimbursement is from CalTrans'. Mr. Bentley responded approximately 6 weeks.

### **ACTION CALENDAR**

#### **EMPLOYER ASSISTED HOUSING PROGRAM LOAN**

Mr. DeGabriele advised the Board that District employee Peter Castellucci, Pipeworker, has been with the District for 8 years and has done everything staff could ask for a field man to do. He stated that Mr. Castellucci was raised in Novato and currently has a 1-bedroom condo he would like to sell and is interesting in purchasing the District's 15 Gustafson Court property. Mr. DeGabriele recommended that the Board authorize him to sign the note at such time when the loan will close.

Mr. Castellucci stated that he bought his condominium in 2007 with the help of the District's Employer Assisted Housing Loan Program and was very appreciative. He informed the Board that in the last couple of years he has started to outgrow his 1-bedroom condo. He advised the Board that although he is not married yet, he does think the Gustafson Court house would be a great

opportunity for his future. Mr. Castellucci stated that he loves working for the District and would love to be able to stay residing in Novato.

On motion of Director Fraites, seconded by Director Petterle, the Board approved the loan, and authorized the General Manager to sign the note at such time as the loan is required to close the purchase transaction by the following vote:

AYES: Directors Baker, Fraites, Petterle, Rodoni, Schoonover

NOES: None

ABSENT: None

ABSTAIN: None

Mr. Castellucci thanked the Board for the approval of the loan.

**CHANGE ORDER NO. 8 – ENVIRONMENTAL SCIENCE ASSOCIATES (ESA) FOR ENVIRONMENTAL SUPPORT SERVICES CONTRACT (RECYCLED WATER CENTRAL SERVICE AREA)**

Mr. DeGabriele reminded the Board that the District entered into an agreement with Environmental Science Associates (ESA) in July 2010 to prepare an addendum for the Novato North Service Area recycled water State Revolving Fund loan application. He stated that ESA continues to do work for the District with respect to the recycled water projects and informed the Board that staff will need an additional assistance with the Central Service Area recycled water expansion project environmental review.

Mr. DeGabriele advised the Board that staff is requesting Board approval of Change Order No. 8, with ESA for environmental services associated with the Central Service Area recycled water expansion. He stated that the requested Change Order amount is approximately \$30K plus a \$5K contingency.

On motion of Director Petterle, seconded by Director Schoonover, the Board authorized the General Manager to execute Change Order No. 8 to ESA for environmental consulting services related to the Central Service Area recycled water expansion project in the amount of \$29,978 with a \$5,000 contingency by the following vote:

AYES: Directors Baker, Fraites, Petterle, Rodoni, Schoonover

NOES: None

ABSENT: None

ABSTAIN: None

## **INFORMATION ITEMS**

### **2<sup>nd</sup> QUARTER FY14/15 – WATER QUALITY REPORT**

Pablo Ramudo, Water Quality Supervisor, provided the Board with the 2<sup>nd</sup> Quarter FY 14/15 Water Quality Report. He stated that Stafford Treatment Plant was on during the 2<sup>nd</sup> quarter for a brief period of time in order to complete the transmission line inspection in November and produced a little amount of water. He stated that the treatment plant staff did a great job starting the plant and dealing very quickly with issues that arose. Mr. Ramudo advised the Board that there was a “stir-up” of sediments during this time period and staff received a couple days of dirty water complaints from the downtown Novato area. He informed the Board that two days later PG&E broke a water main and stirred up more sediment and a large portion of customers were affected with dirty water. He noted that Marin Independent Journal did a story on it and staff did flush the system in the vicinity of the break.

President Baker asked if the damaged pipeline was marked per USA requirements and missed. Mr. Ramudo stated that it was a drill operator error.

President Baker asked if the District would be reimbursed by PG&E for the expenses of the repair and Mr. Ramudo responded yes.

Mr. Ramudo stated that in the Novato Water System there were no major issues with the distribution system and the water quality was good. He noted the disinfection by-products were moderate for the quarter.

Mr. Ramudo advised the Board that in the Pt. Reyes Water System raw water quality was good through the quarter and water quality parameters affected by salt water increased significantly due to salinity intrusion. He stated that dry conditions and low creek flows probably contributed to higher than normal salinity measures as fresh water that normally opposes incoming tides and flushed the aquifers was at below average levels. Mr. Ramudo advised the Board that the Gallagher Pipeline is completed and staff is doing the final water quality permit testing which should be completed in the next two weeks. He stated staff will start testing the system to accept Gallagher Well water and then blend in the system. Mr. Ramudo informed the Board that the disinfection by-products increased in the quarter as a result of salinity intrusion and the level at one of the monitoring locations was just below the maximum contaminant limit. He advised the Board that the tank aeration system has kept the concentration of the disinfection by-products at moderate concentrations throughout the year, making it possible to keep the running annual averages around half of the maximum contaminant limit.

Director Rodoni asked for follow up on the lead and copper issue in Pt. Reyes. Mr. Ramudo stated that back in July of last year the routine tri-annual lead and copper testing was above action level. He noted that staff took multiple steps including informing the public with letters, and in January staff collected additional samples. He informed the Board that all of the copper samples have been completed and lead will be done later this week. He advised the Board that so far the samples look good.

Director Rodoni asked if the District received a lot of calls. Mr. Ramudo replied no and stated that he was surprised by that. He advised the Board that staff did find enough willing customers, whose homes were built from 1982 to 1996, to participate in the required additional sampling.

### **2015 URBAN AREA WATER COST COMPARISON**

David Bentley provided the Board with the 2015 Urban Area Water Cost Comparison chart and advised the Board that the District is now in the middle of the chart compared to 16 other agencies. He stated that the average increase across the Board was 7% and that the largest increase was San Jose Water District at 38%. He noted that all comparison agencies now have tiered rate structures. He advised the Board that staff compiled the information and sent the draft comparison for review to all agencies. Mr. Bentley advised the Board that the chart is available on the District's website.

### **MISCELLANEOUS**

The Board received the following miscellaneous items: Disbursements, January 2015 Furniture/Equipment Auction and Salinity Notice (2/3).

The Board also received the following news articles: Amid California's drought, water chief preaches conservation- and balance, Longtime lawmaker Don Clausen dies at 91, Bill to Improve Lake Mendocino Operations Introduced Again, and Feds OK Extra Storage at Rising Lake Mendocino.

The Board received the following miscellaneous items at the Board meeting: Updated January 2015 Furniture/Equipment Auction and Community Advisory from NPD. They also received the following news article: Cloverdale dials back mandatory water conservation to voluntary.

Mr. DeGabriele advised the Board that Lake Sonoma is at 89% capacity and Lake Mendocino is at 99% capacity.

**CLOSED SESSION**

President Baker adjourned the Board into closed session at 7:38 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 7:49 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 7:50 p.m.

Submitted by

A handwritten signature in black ink, appearing to read "Katie Young", with a stylized flourish at the end.

Katie Young  
District Secretary