

**NORTH MARIN WATER DISTRICT  
MINUTES OF REGULAR MEETING  
OF THE BOARD OF DIRECTORS  
July 18, 2017**

**CALL TO ORDER**

President Petterle 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, Michael Joly, and Stephen Petterle. Also present were General Manager Drew McIntyre, District Secretary Katie Young, Chief Engineer Rocky Vogler and Auditor-Controller David Bentley.

Marin County Flood Control District employees Liz Lewis and Laurie Williams, Novato Residents Chris DeGabriele, Gary Butler, and the Schoonover Family, District employees Robert Clark (Operations/Maintenance Superintendent) and Tony Arendell (Construction/Maintenance Superintendent) were in the audience.

On motion of Director Petterle, seconded by Director Fraites, the Board approved moving item #10 – Resolution of Appreciation – John Schoonover to the beginning of the meeting by the following vote:

AYES: Director Baker, Fraites, Joly, Petterle

NOES: None

**RESOLUTION OF APPRECIATION FOR DIRECTOR SCHOONOVER**

President Petterle read a Resolution of Appreciation for Director John Schoonover commending him for his 33 years of serving as Board member to the District. Board members and staff paid their respect to the Schoonover family whom were in attendance at the meeting to accept the Resolution.

On motion of Director Baker, seconded by Director Fraites, the Board approved Resolution 17-18 entitled: “North Marin Water District Resolution of Appreciation (Posthumous) to John Schoonover” by the following vote:

AYES: Director Baker, Fraites, Joly, Petterle

NOES: None

Recently retired General Manager Chris DeGabriele paid his respects to Director Schoonover’s family.

**MINUTES FROM REGULAR MEETING – JUNE 20, 2017**

On motion of Director Fraites, seconded by Director Baker the Board approved the minutes from the June 20<sup>th</sup> meeting as presented by the following vote:

AYES: Director Baker, Fraites, Joly, Petterle

NOES: None

**MINUTES FROM REGULAR MEETING – JUNE 27, 2017**

On motion of Director Baker, seconded by Director Joly the Board approved the minutes from the June 27<sup>th</sup> meeting as presented by the following vote:

AYES: Director Baker, Fraites, Joly, Petterle

NOES: None

**GENERAL MANAGER'S REPORT**

Oceana Marin Homeowners Association Meeting

Mr. McIntyre advised the Board that he attended the OM Homeowners Association meeting and approximately 30 residents were there. He reviewed the budget, reserves and future capital improvement projects along with the winter storm damage and grant funding the District is applying for. He stated that Supervisor Rodoni was in attendance at the meeting.

Trench Restoration

Mr. McIntyre informed the Board that he and various city engineers have proposed revisions to the Marin Public Works Association trench restorations standards. He stated that he had a meeting with Marin County Raul Rojas and an MMWD employee and advised that the objective is to work with Mr. Rojas.

Out of the Office

Mr. McIntyre advised the Board that he will be on vacation starting tomorrow 7/19, and will be back before the next Board meeting on August 1<sup>st</sup>. He noted that Mr. Bentley will be acting General Manager.

**OPEN TIME**

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

Tony Arendell advised the Board that there was a 12" main break from Summit Lane to Crest Road on Wednesday night around 8pm. He stated that the crew pinpointed the leak around 10pm and put a full circle clamp on the pipe. He noted that the leak was stopped around 1:45 a.m. but pressure never left the main. He advised the Board that the leak was flowing for approximately 7.5hrs and that approximately 219,000 gallons of water were lost.

Mr. Bentley advised the Board that the Sonoma County Water Agency determined that with the water loss metering error at the Kastania meter, the District will be received a \$566K credit from SCWA for overbilling from last year.

Mr. Bentley also advised that the owner at 42 Spinosa Way, whom the District approached regarding the sale of her property to perfect the District easement, has changed her mind and will no longer be selling her property.

Mrs. Young advised the Board that she will be out of the office from July 28 through August 14<sup>th</sup> and that Eileen Mulliner will be present at the August 1<sup>st</sup> Board meeting.

Director Fraites requested that Mr. McIntyre ask District legal counsel if he should recuse himself from any item regarding Ridge Road since he is the Chair of the Novato Heights.

Mr. Vogler advised the Board that the work on Ridge Road will most likely be extending the start date to the Spring of 2018 in order to go with conventional construction and minimizing the impacts to the community.

## **NOVATO WATERSHED PRESENTATION (FLOOD CONTROL)**

Mr. McIntyre introduced staff from Marin County Flood Control District Liz Lewis and Laurie Williams who provided a presentation on the Proposed Parcel Tax for Novato for Flood Control Zone No. 1. The proposed tax is \$47 per year for the next 18 years and will be brought to the Marin County Board of Supervisors for approval to put on the November ballot. The proposed tax will help improve water quality in creeks, wetlands and the Bay, restore creek and wetland habitat for fish, birds, and wildlife, reduce roadway flooding by funding high priority and City storm drainage projects and more.

### **MONTHLY PROGRESS**

Mr. McIntyre provided the Board with the Monthly Progress Report for June. He stated that water production was up by 6% year to date compared to last fiscal year and that overall water supply at Lake Mendocino and Lake Sonoma are good and Oceana Marin storage levels and ponds are low. He informed the Board that in the last quarter 35% of customer questionnaires were returned.

David Bentley provided the Monthly Report of Investments stating that the District has a cash balance of \$10.1M at the end of June and that the weighted average portfolio rate was 0.99%.

### **CONSENT CALENDAR**

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

AYES: Director Baker, Fraites, Joly, and Petterle

NOES: None

### **RESPONSE TO CIVIL GRAND JURY RE: AFFORDABLE HOUSING**

The Board authorized staff a response to the Marin County Civil Grand Jury regarding Overcoming Barriers to Housing Affordability.

### **ACTION CALENDAR**

#### **APPROVE FILLING BOARD VACANCY**

Mr. McIntyre explained to the Board the procedure for filling the Board vacancy. He stated that the Board vacancy will be as of July 3, 2017. He reminded the Board that the Board must appoint a new Director within 60 days of the start of vacancy. He stated that any interested candidates are to submit a letter of interest to the District Secretary by 5pm on August 14<sup>th</sup> and he asked that the Board approve a special meeting to conduct interviews set for Tuesday, August 22<sup>nd</sup> at 6pm at the District Headquarters.

On motion of Director Fraites, seconded by Director Baker, the Board approved the following: Declare a vacancy on the Board due to the death of Director Schoonover, as of July 3, 2017, set a special meeting at 6pm on August 22, 2017 to conduct candidate interviews, approve the tentative timeline to fill the vacancy, authorize the notice being placed in the Point Reyes Light, Novato Advance and Marin Independent Journal soliciting letters of interest and resumes from residents of the District who are interested in serving on the Board and approve a press release to the same three newspapers regarding the Board vacancy by the following vote:

AYES: Director Baker, Fraites, Joly, and Petterle

NOES: None

District Secretary Katie Young reminded the Board that the special meeting on August 22<sup>nd</sup> is set for 6 p.m.

**LUMP-SUM PAYMENT OPTION OF CALPERS FY18 UNFUNDED LIABILITY**

Mr. Bentley requested that the Board approve a lump sum prepayment option of the unfunded liability of \$551,397 to CalPERS saving the District \$20,304. He reminded the Board that the District has paid the prepayment for the last 2 years.

On motion of Director Joly, seconded by Director Fraites, the Board approved the lump sum prepayment option of the unfunded liability by the following vote:

AYES: Director Baker, Fraites, Joly, and Petterle

NOES: None

**FERC RESPONSE LETTER TO PG&E APPLICATION FOR RELICENSING OF THE POTTER VALLEY PROJECT**

Mr. McIntyre requested that the Board approve a FERC Response Letter to the PG&E's Application for Relicensing of the Potter Valley Project. He advised the Board that the significant points in the District's comment letter are: (1) requesting that the geographic scope of the project be extended, at a minimum, to include the upper reach of the Russian River downstream from Lake Mendocino to the confluence with Dry Creek and (2) requesting review of why Eel River water diversions since 2006 have been reduced by 50% in contrast to the 2002 Biological Opinion that stated that the prescribed flow regime would result in an approximate 15% reduction in annual diversion of water from the Eel River basin to the Russian River basin.

Director Fraites asked if Sonoma County Water Agency has taken a position on this yet. Mr. McIntyre responded that SCWA has seen the District's response and provided comments but have not drafted a letter of their own.

. Director Fraites asked if there would be more specific information once the Environmental Impact Report is completed. Mr. McIntyre stated that the report stated 15% reduction and it needs to go back to 50% so that the Eel River is not jeopardized.

On motion of Director Joly, seconded by Director Baker, the Board approved the FERC response letter to the PG&E Application for Relicensing of the Potter Valley Project by the following vote:

AYES: Director Baker, Fraites, Joly, and Petterle

NOES: None

**INFORMATION ITEMS**

**WILD HORSE TANK VANDALISM**

Robert Clark provided the Board with a summary of the event that occurred at the Wild Horse Valley Tank. He stated that a police report was filed with Marin County Sheriff.

Director Fraites asked if it was too late to offer a reward leading to the conviction of the vandalism. Mr. Clark reported that Marin County Sheriff is going to do a survey of local homeowners and see if there were any cameras that caught any information but that the tank is located in open space and there are several paths to the tank.

**BILL ADJUSTMENT POLICY SURVEY**

Mr. Bentley provided the Board with a Bill Adjustment Policy Survey that was requested by Director Baker in April. He stated that the District is in line with the other agencies although most of the agencies call the policy a leak adjustment policy and require a copy of the plumber's bill or repair showing that the leak has been fixed.

Director Baker suggested that in the future there be some minor tweaking and the Board should revisit this policy.

**MISCELLANEOUS**

The Board received the following miscellaneous information: Disbursements, Quarterly Labor Cost Report, Press Release: North Marin Water District Director Passed Away on July 3rd, Praise for Novato's Hard Workers, and County of Marin's Urban Growth Boundary Ordinance Letter.

The Board received the following news articles: Marin water rates go up as usage goes down; Federal agencies greenlight proposed delta tunnel project; Bill preserving Marin's suburban status sparks affordable housing debate, As others seek expanded water supplies, Marin set until 2040; Marin IJ Editorial: MMWD confident it has long-term capacity; and John Schoonover, longtime Novato water official, dies at 89.

The Board also received the following miscellaneous items at the meeting: Report says North Marin should serve all Dillon Beach and Novato water tank vandalism forces draining of 200,000 gallons.

**ADJOURNMENT**

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

Submitted by

A handwritten signature in black ink, appearing to read "Katie Young". The signature is written in a cursive style with a large, stylized "Y" at the end.

Katie Young  
District Secretary