

**NORTH MARIN WATER DISTRICT  
MINUTES OF REGULAR MEETING  
OF THE BOARD OF DIRECTORS  
February 20, 2018**

**CALL TO ORDER**

President Fraites called the regular meeting of the Board of Directors of North Marin Water District to order at 6:01 p.m. at the District headquarters and the agenda was accepted as presented. Present were Directors Jack Baker, Rick Fraites, James Grossi, Michael Joly, and Stephen Petterle. Also present were General Manager Drew McIntyre and Auditor-Controller David Bentley.

**CLOSED SESSION**

President Fraites adjourned the Board into closed session at 6:02 p.m. in accordance with Government Code Section 54957 for Public Employment Appointment, Title: Auditor – Controller.

**OPEN SESSION**

Upon returning to regular session at 7:55 p.m., President Fraites stated that during the closed session the Board had discussed the issue and direction was given to staff.

Immediately after the Closed Session, District Secretary Terrie Kehoe and Chief Engineer Rocky Vogler joined the meeting. District employees Robert Clark (Operations/Maintenance Superintendent) and Tony Arendell (Construction/Maintenance Superintendent) were in the audience.

**MINUTES FROM SPECIAL MEETING – JANUARY 30, 2018**

On motion of Director Petterle, seconded by Jack Baker, the Board approved the minutes from the previous special meeting on January 30, 2018 as presented by the following vote:

AYES: Director Baker, Fraites, Grossi, Joly, and Petterle

NOES: None

**MINUTES FROM REGULAR MEETING – FEBRUARY 6, 2018**

On motion of Director Petterle, seconded by Director Joly, the Board approved the minutes from the previous meeting on February 6, 2018 as presented by the following vote:

AYES: Director Baker, Fraites, Grossi, Joly, and Petterle

NOES: None

### **GENERAL MANAGER'S REPORT**

During the General Manager's report, Mr. McIntyre reviewed a few of the upcoming meetings, NBWA, Strategic Plan Workshop No. 2, and reminded the Board of the Russian River Public Policy Facilitating Committee meeting which is Thursday, February 22<sup>th</sup> at Lake Sonoma Visitors Center from 10 a.m. to noon.

### **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' REPORTS**

President Fraites asked if staff or Directors wished to bring up an item not on the agenda and the following items and there was nothing to report.

### **MONTHLY PROGRESS**

Mr. McIntyre discussed the status of our current water production and rainfall. Also mentioned was our continued success with water conservation. Mr. Bentley presented a report on our investments for January 2018. He discussed our portfolio and noted that the ratio of total cash to budgeted annual operating expense stood at 88%.

### **CONSENT CALENDAR**

Director Fraites stated that he will abstain from Item #8 – Ridge Road Water Line Replacement Bid Advertisement. On the motion of Director Petterlee, seconded by Director Baker the Board approved the following item on the consent calendar by the following vote:

### **RIDGE ROAD WATER LINE REPLACEMENT BID ADVERTISEMENT**

The Board authorized bid advertisement of the Ridge Road Water Line Replacement Project

AYES: Director Baker, Grossi, Joly, and Petterle

NOES: None

ABSENT: None

ABSTAIN: Director Fraites

### **NORMAN TANK REHABILITATION PROJECT NOTICE OF COMPLETION**

The Board authorized the General Manager to execute and file a Notice of Completion for the Norman Tank Rehabilitation Project.

AYES: Director Baker, Fraites, Grossi, Joly, and Petterle

NOES: None

ABSENT: None

ABSTAIN: None

**INFORMATION ITEMS**

**DRY YEAR CONDITIONS UPDATE**

Mr. McIntyre provided information on preparing for dry year conditions. At this time, rainfall in Novato this water year is looking very similar to 2012. On the Russian River, Sonoma County Water Agency (SCWA) will most likely declare dry year conditions on March 1. Rainfall in Lagunitas Creek watershed is nearly 10 inches below what is necessary for a normal year classification. Beginning April 1<sup>st</sup>, it's likely that a dry year will be designed on Lagunitas Creek. If so, North Marin Water District will be informing customers of a Water Shortage Emergency public hearing and contingency measures in the West Marin Waterline. Stafford Lake storage is down, and there was some discussion on possibility of back feeding to increase lake water storage.

**WATER CONSERVATION MID-YEAR UDATE (JULY-DECEMBER 2017)**

Mr. Vogler provided an update on water conservation and public outreach activities. It was noted that some select programs are down during this post drought period and this appears to be the case in other utility conservation programs throughout Northern California.

**FY 17-18 MID-YEAR PROGERSS REPORT- ENGINEERING DEPARTMENT**

Mr. Vogler provided information on the mid-year status of the District's performance in completing budgeted FY 17-18 Capital Improvement Projects (CIP). Planned progress was projected to be at 51% completion but actual progress is currently at 57%. Mr. Vogler also reported that the District has added many projects this last quarter and he expects more developer projects to materialize soon.

**MISCELLANEOUS**

The Board received the following miscellaneous information: Disbursements- Dated February 8, 2018, Disbursements- Dated February 15, 2018, SCWA Public Meeting on Local Fish Habitat Restoration Projects, Letter- Reappointment of Mr. McIntyre to Flood Control Zone #1, Edward Victor Grundstom Obituary.

The Board also received the following news article at the meeting: West Marin ranch gets grant to reduce greenhouse gas, Dam inspection legislation shipped to governor's desk

Alternative Water Supplies, Editorial: Marin's support pays off for MALT's mission, Can New California Water Storage Projects Win State Funding?, California could face the first dry February in 150 years.

**ADJOURNMENT**

President Fraites adjourned the meeting at 8.29 p.m.

Submitted by

A handwritten signature in cursive script that reads "Theresa Kehoe".

Theresa Kehoe  
District Secretary