



**NORTH MARIN WATER DISTRICT**  
**AGENDA - REGULAR MEETING**  
 January 2, 2018 – 6:00 p.m.  
 District Headquarters  
 999 Rush Creek Place  
 Novato, California

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Est. Time	Item	Subject
6:00 p.m.	<b>CALL TO ORDER</b>	
	1. <b>APPROVE MINUTES FROM REGULAR MEETING</b> , December 19, 2017	
	2. <b>GENERAL MANAGER'S REPORT</b>	
	3. <b>OPEN TIME: (Please observe a three-minute time limit)</b>	
	This section of the agenda is provided so that the public may express comments on any issues not listed on the agenda that are of interest to the public and within the jurisdiction of the North Marin Water District. When comments are made about matters not on the agenda, Board members can ask questions for clarification, respond to statements or questions from members of the public, refer a matter to staff, or direct staff to place a matter of business on a future agenda. The public may also express comments on agenda items at the time of Board consideration.	
	4. <b>STAFF/DIRECTORS REPORTS</b>	
	<b>CONSENT CALENDAR</b> The General Manager has reviewed the following items. To his knowledge, there is no opposition to the action. The items can be acted on in one consolidated motion as recommended or may be removed from the Consent Calendar and separately considered at the request of any person.	
	5. <b>Consent - Approve:</b> Amend General Service Agreement – Genterra Consultants	
	6. <b>Consent - Approve:</b> Notice of Completion for the Recycled Water Central Project - West (Ghilotti Construction)	
	7. <b>Consent - Approve:</b> Notice of Completion for the Recycled Water Central Project - Highway 101 Crossing (Anvil Builders)	
	8. <b>Consent - Approve:</b> Discontinue Accepting American Express Credit Cards	
	<b>ACTION CALENDAR</b> 9. <b>Approve:</b> Revision to Regulations 4, 7 and 52 in Compliance with SB-7 (Submetering) 10. <b>Approve:</b> Board Committee Assignments Alternates 11. <b>MISCELLANEOUS</b> Disbursements Meter Reading Accuracy <u>News Articles:</u> Reducing wildfire risk at Lake Sonoma Elaborate effort returns West Marin home to affordable stock Pure Water Brewing Alliance inaugurated at WEFTEC with recycled-water beer	
6:45 p.m.	12. <b>ADJOURNMENT</b>	

All times are approximate and for reference only.

The Board of Directors may consider an item at a different time than set forth herein.

1

**DRAFT**  
**NORTH MARIN WATER DISTRICT**  
**MINUTES OF REGULAR MEETING**  
**OF THE BOARD OF DIRECTORS**  
December 19, 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, James Grossi, 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.

District employees Robert Clark (Operations/Maintenance Superintendent) and Pablo Ramudo (Water Quality Supervisor) were in the audience.

**REORGANIZATION OF THE BOARD**

**Establishment of Meeting Times and Place**

Director Petterle made a motion to start the Board meetings at 5:30 p.m. in 2018. Director Grossi said that he has a conflict with starting at 5:30 p.m. as he has a meeting at work the same days as the Board meetings lasting until 5:30 p.m.

Director Petterle amended his motion to a 6 p.m. start time.

Director Joly stated that he feels comfortable with a 6 p.m. start time as it differs from the City of Novato and NUSD Board meetings.

Director Baker stated that 6 p.m. is right in the middle of dinner time and that he believes 7 p.m. is a better time.

Director Joly asked the General Manager if he had any comments from staff. Mr. McIntyre responded that he believes 6 p.m. is a good compromise between staff participation and general public attendance after work.

On motion of Director Petterle, seconded by Director Joly, the Board approved changing the starting time of the meeting to 6:00 p.m. for the 2018 calendar year by the following vote:

AYES: Director Fraites, Grossi, Joly, and Petterle

NOES: Director Baker

ABSTAIN: None

ABSENT: None

1  
2 **MINUTES**

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

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

6 NOES: None

7 ABSTAIN: Director Grossi

8 ABSENT: None

9 **GENERAL MANAGER'S REPORT**

10 Interim General Manager Las Gallinas Valley Sanitary District

11 Mr. McIntyre advised the Board that the new Interim General Manager at Las Gallinas Valley  
12 Sanitary District is Chris DeGabriele and believes he is a good fit for the position and is excited to  
13 work with him.

14 Out of the Office

15 Mr. McIntyre advised the Board that he will be out of the office starting Thursday and  
16 returning after the New Year. He noted that Robert Clark will be acting General Manager.

17 Mr. McIntyre wished the Board a Merry Christmas and Happy Holidays.

18 **OPEN TIME**

19 President Petterle asked if anyone in the audience wished to bring up an item not on the  
20 agenda and there was no response.

21 **STAFF / DIRECTORS' REPORTS**

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

24 Director Joly inquired about the Auditor-Controller recruitment. Mr. Bentley stated that the  
25 recruitment is open through the end of January and staff will bring back candidates in February for  
26 an interview.

27 Director Fraites advised staff and the Board about an inquiry on the Novato Nextdoor. There  
28 was a lengthy discussion about social media and the District's need to be proactive on these  
29 websites.



1 **MONTHLY PROGRESS**

2 Mr. McIntyre provided the Board with the Monthly Progress Report for November. He stated  
3 that water production in Novato is up 8%, West Marin is up 22% and Recycled Water is up 17%  
4 compared to one year ago. He informed the Board that Lake Sonoma is at 83% capacity and Lake  
5 Mendocino is at 90% capacity. He advised the Board that in Oceana Marin storage ponds remain at  
6 good levels and that staff has gone 147 days without a lost time accident. Mr. McIntyre advised the  
7 Board that in the Summary of Complaints and Service Orders, the high bill complaints have dropped  
8 in numbers and the water quality complaints are tracking similar to last year.

9 Mr. Bentley provided the Board with the Monthly Report of Investments stating that at the end  
10 of November, the District has a cash balance of \$13,992,000 and the average weighted portfolio is  
11 1.15%

12 Director Baker asked if the Center Road project was completed. Mr. McIntyre responded  
13 that the final paving is yet to be complete.

14 Director Grossi asked if the District receives low bill complaints. Mr. Bentley responded that it  
15 is a rare occurrence.

16 **ACTION CALENDAR**

17 **AMEND CONTRACT FOR ON-CALL CONSTRUCTION AND REPAIR SERVICES – GHILLOTTI**  
18 **CONSTRUCTION**

19 Mr. Vogler reminded the Board of the contract for On-Call Construction and Repair Services  
20 with Ghilotti Construction approved last year. He stated that Ghilotti Construction completed the  
21 Center Road Project and additional money is needed for the remaining fiscal year budget.

22 Mr. Vogler provided the Board with a presentation regarding the Center Road project along  
23 with the Stafford Dam Concrete Repair project which included maps, drawings and pictures to  
24 describe the projects.

25 Mr. Vogler requested the Board approve adding \$100K to the existing budget for On-Call  
26 Construction services with Ghilotti Construction to accommodate the costs associated with Stafford  
27 Dam apron and spillway repairs as well as additional funding for future work for rest of the fiscal  
28 year.

29 Director Joly gave praise to Mr. Vogler for his presentation and asked if \$100K was enough.  
30 Mr. Vogler responded that he believes it will be sufficient.

1 On motion of Director Grossi, seconded by Director Baker, the Board authorized the General  
2 Manager to amend the On-call Agreement with Ghilotti Construction in the amount of \$100K for  
3 FY18 work by the following vote:

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

5 NOES: None

6 **RECYCLED WATER CENTRAL PROJECT- EAST: APPROVE CONSTRUCTION CONTINGENCY**  
7 **CEILING INCREASE**

8 Mr. Vogler advised the Board that both the West, East and 101 Crossing projects are  
9 essentially complete but there are final issues on the East project that need to be completed and  
10 requires an increase in the construction contingency ceiling. He stated that staff is requesting an  
11 additional \$65K for hard rock excavation and pavement restoration. He noted that the City of  
12 Novato will reimburse the District for the additional work performed on the Novato Creek Bridge in  
13 the amount of \$20,407.

14 Director Baker opined that Mountain Cascade performed terrible traffic control for this  
15 project and that staff should have a discussion with them on improving this function on future  
16 projects..

17 On motion of Director Joly, seconded by Director Petterle, the Board approved a  
18 construction contingency cost ceiling increase from \$360,000 to \$425,000 by the following vote:

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

20 NOES: None

21 **AMI FULL DEPLOYMENT & FINANCING**

22 Mr. Bentley provided the Board with a history of the Automatic Metering Information System  
23 and a presentation on the WaterSmart software.

24 Mr. Bentley advised that the District has a proposal from Ferguson to install/retrofit the  
25 remaining 20,500 meters with AMI endpoints. He stated that the projected cost to complete the  
26 balance of the work is \$4.7 million, which includes staff time and project management. He stated  
27 that the final installation cost will be determined based on the actual quantity of meter models, meter  
28 box types, and the quantity of nonstandard installations in the field. He noted that Ferguson  
29 estimates that by using 3 crews the work can be completed in 5 months and work would commence  
30 in the spring when the rain stops.

31 Mr. Bentley informed the Board that the District had planned to use a low-cost (2%) State  
32 Revolving Fund (SRF) loan to finance the \$5.6 million AMI project (\$900,000 pilot + \$4.7M full meter

1 installation). He advised the Board that staff filed the initial application with the State Board and  
2 received a notice stating that the District would need to pay an additional \$9K for more CEQA  
3 related information. He noted that this prompted District staff to call State Board officials to inquire  
4 about the availability and timing of SRF financing. He advised that the State officials reported that,  
5 assuming all application materials were complete, loan & grant approval is about one year out as  
6 long as there is still money available at that time.

7 Mr. Bentley stated that the District's backup option is to use bank financing, as was done  
8 with the \$8 million Aqueduct Energy Efficiency Project. Bank of Marin advises that they still have  
9 money available in the 3.5% range, though interest rates are rising. He stated that the bank charges  
10 a 1% fee (\$58,000) when the loan is approved and their loan process takes about one month to  
11 complete.

12 Mr. Bentley stated that staff recommendation is to move forward with the bank loan and start  
13 the full deployment within the next five months starting with one installation crew and ramping up as  
14 conditions warrant.

15 On motion of Director Petterle, seconded by Director Joly, the Board approved moving  
16 forward with bank financing and full deployment of AMI in 2018 by the following vote:

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

18 NOES: None

19 **INFORMATION ITEMS**

20 **FIRST QUARTER FY 17/18- WATER QUALITY REPORT**

21 Mr. Ramudo provided the Board with the First Quarter Water Quality Report. He stated that  
22 algae from the raw water intake were identified and enumerated and that algae numbers were high  
23 as is typical in the summer months. He stated that total organic carbon removal remained above the  
24 35% requirement of the Enhanced Surface Water Treatment Rule. Mr. Ramudo informed the Board  
25 that of the 243 samples collected for compliance with the Total Coliform Rule none were positive for  
26 coliform bacteria. He stated that disinfection byproducts were very low for the quarter and well within  
27 standards of the Stage 2 Disinfection By-Product Rule and there were no complaints of taste and  
28 odor attributable to algae compounds during the quarter.

29  
30 Mr. Ramudo stated that in the Pt. Reyes system raw water quality was generally good  
31 throughout the quarter although the sodium concentration increased during the quarter. He advised  
32 the Board that there were problems with the well casing which made it necessary to stop using  
33 Gallagher well as a source of water in July and August. He noted that after repair and maintenance

1 activities were completed, the well was placed back into service in mid-September. Mr. Ramudo  
2 informed the Board that another round of lead and copper monitoring at customer taps was  
3 completed in July and the results were good.

4 Mr. Ramudo advised the Board that the Deer Island Recycled Water Facility produced water  
5 for 20 days in August and September.

6 Director Joly gave kudos to the Water Quality Department for receiving Certificates of  
7 Excellence on lab reporting and sampling.

8 **INCREASE IN FACILITY LOCATION UNDERGROUND SERVICE ALERTS (USA)**

9 Mr. McIntyre provided the Board with a chart regarding the increase in facility locating  
10 underground service alerts.

11 **POTTER VALLEY PROJECT UPDATE – FERC RESPONSE LETTER TO PROPOSED STUDY**  
12 **PLAN**

13 Director Petterle left the meeting.

14 Mr. McIntyre provided an update on the Potter Valley Project and advised that a letter was  
15 filed Monday with FERC which supports comments from the Sonoma County Water Agency.

16 **NBWRA MEETING – DECEMBER 4, 2017**

17 Mr. McIntyre informed the Board that the North Bay Water Reuse Authority 4th Amended  
18 Memorandum of Understanding became effective on November 15th.

19 **MISCELLANEOUS**

20 The Board received the following miscellaneous information: Disbursements, Leak  
21 Notification via WaterSmart – Personal Experience, Annual Sick Leave Buy-Back, Certificate of  
22 Excellence WP-273 and Certificate of Excellence WS-255.

23 The Board received the following news articles: In the North Bay fire zone, early tests show  
24 no post-fire water contamination, How California's Water Bond is Being Spent, Hate that stinky  
25 water?, Marin's 'housing crisis on steroids' focus of San Rafael forum, Editorial: Brown right to take  
26 on pension case, FEMA money for \$1.29 million in Marin flood repair at risk, and City to see  
27 proposals for Hamilton parcels.

28 Director Joly asked when the 6pm start time would begin. Mrs. Young responded that the  
29 first meeting on January 2, 2018 and she will send an email reminder.

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## MEMORANDUM

To: Board of Directors  
 From: Rocky Vogler, Chief Engineer *RV*  
 Re: Amend General Services Agreement – Genterra Consultants Inc.  
R:\NON JOB No ISSUES\Consultants\Genterra\Genterra Amend Contract BOD memo 1-2-18.doc

December 29, 2017

**RECOMMENDED ACTION:** Authorize General Manager to Amend the General Consulting Services Agreement with Genterra Consultants Inc.

**FINANCIAL IMPACT:** \$40,000

The purpose of this memo is to request an amendment to the General Services Agreement (GSA) with Genterra Consultants Inc (Genterra). Genterra is a consulting firm with specialized expertise in civil and geotechnical engineering for dams. From time to time, the District is in need of these services for periodic support of Stafford Dam operational, maintenance and inspection issues. On May 17, 2016, the Board approved the GSA with Genterra and established an initial budget of \$40,000.

Work performed by Genterra under the current GSA includes the following projects and costs:

• Stafford Dam Evaluation of Existing Piezometers	\$19,963
• Dam Consultation for Spillway Repair (2016)	\$1,974
• Dam Evaluation of Existing Accelerometers and Development of Recommendations	\$5,319
• Dam Phreatic Level Monitoring Report Review	\$5,093
• <u>Dam Consultation for Spillway Repair (2017)</u>	<u>\$10,000</u>
Remaining Balance (out of \$40,000)	-\$2,349

RECOMMENDATION

That the Board authorize the General Manager to amend the General Consulting Services Agreement between NMWD and Genterra and increase the budget by \$40,000.

Approved by GM DM

Date 12/29/17

6

## MEMORANDUM

Item #6

To: Board of Directors  
December 29, 2017  
From: Rocky Vogler, Chief Engineer *RV*  
Carmela Chandrasekera, Associate Engineer *AC*  
Subject: Notice of Completion for Recycled Water Expansion Central Service Area -  
West Pipeline Project (Ghilotti Construction Company)  
R:\Folders by Job No\6000 jobs\6058 RW Central\BOD Memos\6058.40 West Pipeline Notice of Completion BOD memo.doc

**RECOMMENDED ACTION:** Authorize the General Manager to execute and file a Notice of Completion for the Recycled Water Expansion Central Service Area - West Pipeline project.

**FINANCIAL IMPACT:** None

Pursuant to and in conformance with contract requirements for the Recycled Water Expansion Central Service Area West Pipeline project, the contractor (Ghilotti Construction Company) has fulfilled their obligations under the contract. Corrections of all work deficiencies and punch list items have been completed. All work performed by Ghilotti Construction Company (GCC) has been inspected by District staff, construction manager (The Covello Group), consultants (Miller Pacific Engineering and Environmental Science Associates), and the City of Novato. GCC's work was completed on November 3, 2017.

Per the Contract Documents, GCC has furnished written notice that the work is complete and that all subcontractors and equipment suppliers have been paid (**see Attachment A**). GCC has released the District of all claims. Subsequent to GCC providing the Conditional Release Waiver, the District paid GCC \$137,206.03 on December 28, 2017. Therefore the remaining payment due to GCC as of this Board meeting date is \$308,463.50. A Notice of Completion is provided as **Attachment B** which, if approved, will be filed with Marin County on January 3, 2018. Final payment (for monies held in retention) in the amount of \$308,463.50 will be processed for release on February 8, 2018 subject to absence of any claims filed during the 30-day notice period.

Project Cost Summary

The Board approved the award of the contract with GCC for \$5,878,611.50 with a contingency of \$400,000 (7% of contract value) on September 6, 2016. At the May 2, 2017 BOD meeting, an increase in the contingency of \$200,000 was requested by the construction manager (to address potential change orders) resulting in a total contingency approval of \$600,000 (10%). However, this increase was not necessary since the total additive change orders amounted to \$468,609 and deductive change orders amounted to \$177,951, resulting in a net increase in the contract of only \$290,658.40 (4.9% of the contract amount). The total contractor payment is \$6,169,269.90, \$309,341.60 less than the approved budgeted amount (including contingency).

Approved by GM *DM*

RECOMMENDATION

Date *12/29/17*

Authorize the General Manager to execute and file a Notice of Completion for the Recycled Water Expansion Central Service Area - West Pipeline project.



December 20, 2017

Mr. Rocky Vogler, Chief Engineer  
North Marin Water District  
999 Rush Creek Place  
Novato, CA 94948

Subject: Recommendation for Final Acceptance  
Project: Recycled Water Expansion – Central Service Area Expansion – West Project  
Project No.: 5 6058.40

Dear Mr. Vogler:

Ghilotti Construction Company (GCC) has completed work and administrative items on the Final Punchlist in accordance with §00700 8.6 Final Inspection and Payment with the exception of revising the Record Documents as required by §01720.

§00700 8.6 requires the Contractor to submit a letter which shall be a release to the District, the Construction Manager, the Design Consultant, and their duly authorized agents, from all claim of and/or liability to the Contractor arising by virtue of the Contract.

GCC has submitted this letter, attached herein, as a Conditional Waiver Release and Certificate of Final Payment. Thus, the District, et.al will be released from any and all claims, contingent upon payment of Progress Payment 12 and retention. Progress Payment 12 is in process and will be issued to GCC shortly. Retention release will constitute the Final Payment for the Project. As such, Covello recommends the District take the Project to its Board for formal acceptance. Within ten (10) days of formal acceptance by the Board, the District should then take action to have the County Recorder file and publish the Notice of Completion. Final Payment should then be made by the District to GCC after expiration of the Stop Notice Period and within 60 days of the date listed on the Notice of Completion.

If the revised Record Documents are not received prior to Final Payment, then monies should be withheld from the final payment until the Record Documents are received and accepted. In accordance with § 00700 8.6, 125% of the disputed value can be withheld. The approved schedule of values lists the value of as-builts as \$10,000. Therefore, we recommend the withhold be \$12,500, if applicable.

Sincerely,  
The Covello Group, Inc.

A handwritten signature in black ink, appearing to read "Gary Skrel".

Gary Skrel, P.E.  
Construction Manager

cc: Carmela Chandrasekera – North Marin Water District  
JD Brosnan – Covello Group

**CONDITIONAL WAIVER**  
**RELEASE AND CERTIFICATE OF FINAL PAYMENT**

TO: North Marin Water District (District)

JOB: 5 6058.40

CONTRACT DATED: September 20, 2016

CONTRACTOR:  
Ghilotti Construction Company  
246 Ghilotti Ave.  
Santa Rosa, CA 95407

DESCRIPTION OF PROJECT: Installation of 3.8 miles of 12-inch and 8-inch diameter recycled water pipeline along S. Novato Blvd. near Lynwood School to Rowland Blvd., along Rowland Blvd. to Redwood Blvd., south on Redwood Blvd. to the southerly end of S. Novato Blvd. and along the bike path to Entrada Drive to Ignacio Blvd. ending near Country Club Drive. A 16-inch pipe will be installed by drilling from Entrada Drive to Norman Tank.

DESCRIPTION OF SITE (LOCATION): This portion of the work is generally bound by Rowland Blvd. on the North, Ignacio Blvd. on the South, Highway 101 on the East, and Marin Country Club on the West.

With reference to said contract, as amended, between the undersigned contractor and the District, the undersigned hereby certifies and represents that it will make full payment of all costs, charges and expenses incurred by it or on its behalf for work, labor, services, materials and equipment supplied to the foregoing site and/or used in connection with its work under said contract upon receipt of the payment amount listed below.

The undersigned further certifies that to its best knowledge and belief, each of its subcontractors and materialmen will make full payment of all costs, charges and expenses incurred by them or on their behalf for work, labor, services, materials and equipment supplied to the foregoing site and/or used by them in connection with the undersigned's work under said contract upon receipt of the payment amount listed below.

In consideration of the sum of \$445,669.53 as final payment under the contract to be received hereafter within a reasonable time, the undersigned, upon receipt of such final payment, waives and releases and forever discharges the District and the site and property from all claims, stop notices and obligations of every nature arising out of or in connection with the performance of said contract by the undersigned and all amendments thereto except as set forth below.

1. NONE

(Note: If none, write "NONE" in space above. If the space above is left blank, it is interpreted that "NONE" is claimed. Any claims excepted must be described and the specific amount claimed must be set forth.)

Unless any claims, stop notices, and obligations are described, and the specific amounts claimed, are described in the space above, contractor certifies that there are none.

As additional consideration for the final payment the contractor agrees to indemnify and hold harmless the District from and against all costs, losses, damages, claims, causes of action, judgments and expenses, including attorney's fees arising out of or in connection with claims against the District which claims arise out of the performance of the work under the contract and which may be asserted by the contractor or any of its suppliers, subcontractors of any tier or any of their representatives, officers, agents or employees except for those claims listed above.

The foregoing shall not relieve the undersigned of its obligations under the provisions of said contract, as amended, which by their nature survive completion of the work including, without limitation, warranties, guarantees and indemnities.

Executed this 19 day of December 2017

Please attach appropriate  
notarial certificate

(Ghilotti Construction Company)

By: Stacy Umagel  
Title: CFO

Distribution:  
Original Contractor  
Copy Job File

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

## CALIFORNIA ALL-PURPOSE CERTIFICATE OF ACKNOWLEDGMENT

State of California )

County of Sonoma )

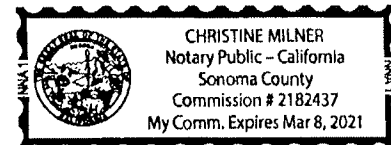
On 12-19-17 before me, Christine Milner (here insert name and title of the officer)

personally appeared Stacy L. Magill

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.



Signature Christine Milner

(Seal)

### OPTIONAL INFORMATION

Although the information in this section is not required by law, it could prevent fraudulent removal and reattachment of this acknowledgment to an unauthorized document and may prove useful to persons relying on the attached document.

### Description of Attached Document

The preceding Certificate of Acknowledgment is attached to a document titled/for the purpose of \_\_\_\_\_

containing \_\_\_\_\_ pages, and dated \_\_\_\_\_

The signer(s) capacity or authority is/are as:

- ☐ Individual(s)  
☐ Attorney-in-Fact  
☐ Corporate Officer(s) \_\_\_\_\_ (Title)

- ☐ Guardian/Conservator  
☐ Partner - Limited/General  
☐ Trustee(s)  
☐ Other: \_\_\_\_\_

representing: \_\_\_\_\_  
Name(s) of Person(s) or Entity(ies) Signer is Representing

Additional Information	
<b>Method of Signer Identification</b>	
Proved to me on the basis of satisfactory evidence: <input type="radio"/> form(s) of identification <input type="radio"/> credible witness(es)	
Notarial event is detailed in notary journal on: Page # _____ Entry # _____	
Notary contact: _____	
<b>Other</b>	
<input type="checkbox"/> Additional Signer(s)	<input type="checkbox"/> Signer(s) Thumbprint(s)
<input type="checkbox"/>	



November 16, 2017

Covello Group  
1660 Olympic Boulevard, Suite 300  
Walnut Creek, CA 94596

Attention: JD Brosnan

Reference: NMWD Recycled Water Expansion Project West

Subject: Project Final Completion Notice

Dear JD,

As required under contract specification section 00700 8.6, please accept this letter as our written notice of final corrective work completion. We consider this milestone to have been achieved at the end of shift on 11/3/17 following our job walk with Marina Landscape. Please provide a response indicating your concurrence.

We are processing the final contract billing and will be issuing a release of claims letter as soon as payment amount is confirmed.

If you have any questions regarding this issue, please call.

Sincerely,

A handwritten signature in black ink that reads "Marc Bushnell". The signature is written in a cursive, flowing style.

Marc Bushnell  
Project Manager

cc: File



Posting requested by:  
NORTH MARIN WATER DISTRICT  
After Posting Time has Expired Mail To:  
North Marin Water District  
P. O. Box 146  
Novato, CA 94948-0146

NORTH MARIN WATER DISTRICT  
NOVATO, CALIFORNIA

NOTICE OF COMPLETION

To: Marin County Clerk  
3501 Civic Center Dr., Rm 234  
San Rafael, CA 94903  
Date:  
File No.: 5 6058.40  
Date of Completion: Nov 3, 2017  
Owner: North Marin Water District  
999 Rush Creek Place  
Novato, CA 94947

OWNER'S ESTATE OR INTEREST:  
Easement \_\_\_\_\_ Fee Title  X  Encroachment Permit \_\_\_\_\_  
Other (describe) \_\_\_\_\_

CONTRACTOR:  
Name: Ghilotti Construction Company  
Address: 246 Ghilotti Ave., Santa Rosa, CA 95407

TITLE OF PROJECT: Recycled Water Expansion - Central Service Area – West

DESCRIPTION OF PROJECT: Installation of approximately 450 ft of 8-inch PVC pipe, 18,750 ft of 12-inch PVC (or FPVC) pipe, and approximately 500 ft of 16-inch HDPE pipe from Entrada Drive to Norman Tank by Horizontal Directional Drill method together with all appurtenances thereto and all restorations.

DESCRIPTION OF SITE (LOCATION): The west side of Highway 101 in Novato, CA. The 12-inch pipeline on the West Side extends north and south along Redwood Blvd and connects to S. Novato Blvd at two locations. The 12-inch pipeline to the north will connect to S. Novato Blvd from Rowland Blvd and then extend with 450 ft of 8-inch pipe on S. Novato Blvd (terminating near Lynwood Elementary School). From the southern extension from S. Novato Blvd., the pipeline will continue south to the bike path adjacent to Highway 101 and then along the bike path to Entrada Drive and then traverse west along Ignacio Blvd terminating approximately 300 ft east of County Club Drive. A 500 ft 16-inch pipeline horizontally directional drilled from Entrada Drive to Norman Tank completes the Central Service Area - West Project in Novato, CA.

Final payment will be made to the above contractor on or after 35 days from the recording date of this notice of completion, except where otherwise provided for by law.

The undersigned under penalty of perjury says that he is the General Manager of the North Marin Water District, the public agency authorizing the work or improvement referred to in the foregoing notice of completion; that he has executed such notice of completion on behalf of such public agency and likewise makes this verification on behalf of said public agency pursuant to authority granted by the District's Board of Directors; and that he has read said notice of completion and knows the contents thereof and that the facts therein stated are true.

Drew McIntyre, General Manager

VERIFICATION  
STATE OF CALIFORNIA )  
COUNTY OF MARIN )

THE UNDERSIGNED, declares that he has read the foregoing notice, knows the contents thereof, and the same is true of his own knowledge. I certify under penalty of perjury that the foregoing is true and correct.

SEAL:  
Drew McIntyre, General Manager

Date and Place

Disposition: Original: County Recorder  
Copy: Contractor  
Copy: Project File

7

## MEMORANDUM

To: Board of Directors December 29, 2017

From: Rocky Vogler, Chief Engineer *RV*  
Carmela Chandrasekera, Associate Engineer *CC*

Subject: Notice of Completion for Recycled Water Expansion Central Service Area - Highway 101 Crossing Project (Anvil Builders)

R:\Folders by Job No\6000 jobs\6058 RW Central\BOD Memos\6058.60 Highway 101 X-ing Notice of Completion BOD memo.doc

**RECOMMENDED ACTION:** Authorize the General Manager to execute and file a Notice of Completion for the Recycled Water Expansion Central Service Area - Highway 101 Crossing project.

**FINANCIAL IMPACT:** None

Pursuant to and in conformance with contract requirements for the Recycled Water Expansion Central Service Area - Highway 101 Crossing project, the contractor (Anvil Builders) has fulfilled their obligations under the contract. Corrections of all work deficiencies and punch list items have been completed. All work performed by Anvil Builders (Anvil) has been inspected by District staff, construction manager (The Covello Group), consultants (Miller Pacific Engineering and Environmental Science Associates), Caltrans and the City of Novato. Anvil's work was completed on November 30, 2017.

Per the Contract Documents, Anvil has furnished written notice that the work is complete and that all subcontractors and equipment suppliers have been paid (**see Attachment A**). Anvil has released the District of all claims. Subsequent to Anvil providing the Conditional Release Waiver, the District paid Anvil \$124,506.57 on December 21. Therefore the remaining payment due to Anvil as of this Board meeting date is \$37,927.98. A Notice of Completion is provided as **Attachment B** which, if approved, will be filed with Marin County on January 3, 2018. Final payment (for monies held in retention) in the amount of \$37,927.98 will be processed for release, on February 8, 2018, subject to absence of any claims filed during the 30-day notice period.

Project Cost Summary

The Board approved the award of the contract with Anvil for \$746,900 with a contingency of \$37,500 (~5% of contract value) on June 6, 2017. The total change orders amounted to \$11,659.55 (1.6% of the contract amount). The total contractor payment is \$758,559.55, \$25,840.45 less than the approved budgeted amount (including contingency).

RECOMMENDATION

Authorize the General Manager to execute and file a Notice of Completion for the Recycled Water Expansion Central Service Area - Highway 101 Crossing project.

Approved by GM *DM*

Date *12/29/17*



December 8, 2017

Mr. Rocky Vogler, Chief Engineer  
North Marin Water District  
999 Rush Creek Place  
Novato, CA 94948

Subject: Recommendation for Final Acceptance  
Project: Recycled Water Expansion – Central Service Area Expansion – Highway 101 Project  
Project No.: 5 6058.60

Dear Mr. Vogler:

Anvil Builders Inc. (ABI) has completed work and administrative items on the Punchlist in accordance with §00700 8.6 Final Inspection and Payment.

§00700 8.6 requires the Contractor to submit a letter which shall be a release to the District, the Construction Manager, the Design Consultant, and their duly authorized agents, from all claim of and/or liability to the Contractor arising by virtue of the Contract.

ABI has submitted this letter, attached herein, as a Conditional Waiver Release and Certificate of Final Payment. Thus, the District, et.al will be released from any and all claims, contingent upon payment of Progress Payment 3 and retention. Progress Payment 3 is in process and will be issued to ABI shortly. Retention release will constitute the Final Payment for the Project. As such, Covello recommends the District take the Project to its Board for formal acceptance. Within ten (10) days of formal acceptance by the Board, the District should then take action to have the County Recorder file and publish the Notice of Completion. Final Payment should then be made by the District to ABI after expiration of the Stop Notice Period and within 60 days of the date listed on the Notice of Completion.

Sincerely,  
The Covello Group, Inc.

A handwritten signature in black ink, appearing to read "Gary Skrel".

Gary Skrel, P.E.  
Construction Manager

cc: Carmela Chandrasekera – North Marin Water District  
JD Brosnan – Covello Group

**CONDITIONAL WAIVER**  
**RELEASE AND CERTIFICATE OF FINAL PAYMENT**

TO: North Marin Water District (District)

JOB: 5 6058.60

CONTRACT DATED: June 26, 2017

CONTRACTOR:  
Anvil Builders Inc  
1475 Donner Ave. 2<sup>nd</sup> Fl  
San Francisco, CA 94124

DESCRIPTION OF PROJECT: Involves a trenchless pipe installation under Highway 101 to connect the Recycled Water Project West (PHASE A) with the Recycled Water Project East (PHASE B).

DESCRIPTION OF SITE (LOCATION): This portion of the work will be accessed from Redwood Rd. on the West and Vintage Parkway on the East.

With reference to said contract, as amended, between the undersigned contractor and the District, the undersigned hereby certifies and represents that it has made full payment of all costs, charges and expenses incurred by it or on its behalf for work, labor, services, materials and equipment supplied to the foregoing site and/or used in connection with its work under said contract.

The undersigned further certifies that to its best knowledge and belief, each of its subcontractors and materialmen has made full payment of all costs, charges and expenses incurred by them or on their behalf for work, labor, services, materials and equipment supplied to the foregoing site and/or used by them in connection with the undersigned's work under said contract.

In consideration of the sum of \$162,434.55, as final payment under the contract to be received hereafter within a reasonable time, the undersigned, upon receipt of such final payment, waives and releases and forever discharges the District and the site and property from all claims, stop notices and obligations of every nature arising out of or in connection with the performance of said contract by the undersigned and all amendments thereto except as set forth below.

1. NONE

(Note: If none, write "NONE" in space above. If the space above is left blank, it is interpreted that "NONE" is claimed. Any claims excepted must be described and the specific amount claimed must be set forth.)

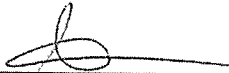
Unless any claims, stop notices, and obligations are described, and the specific amounts claimed, are described in the space above, contractor certifies that there are none.

As additional consideration for the final payment the contractor agrees to indemnify and hold harmless the District from and against all costs, losses, damages, claims, causes of action, judgments and expenses, including attorney's fees arising out of or in connection with claims against the District which claims arise out of the performance of the work under the contract and which may be asserted by the contractor or any of its suppliers, subcontractors of any tier or any of their representatives, officers, agents or employees except for those claims listed above.

The foregoing shall not relieve the undersigned of its obligations under the provisions of said contract, as amended, which by their nature survive completion of the work including, without limitation, warranties, guarantees and indemnities.

Executed this 7<sup>th</sup> day of December 20 17

Please attach appropriate  
notarial certificate

  
\_\_\_\_\_  
(Anvil Builders Inc)

By: Alan Guy

Title: CFO

Distribution:  
Original Contractor  
Copy Job File



North Marin Water District  
Highway 101 Crossing  
NMWD Project Number: 5.6058.60-Phase D  
Anvil Project #17016

### **Punch List Completion**

J.D.,

Please find below completed punch list items and photos for the above referenced project. These items were completed on 11/30/2017 and should close out the project. All numbers referenced below correlate to the Procore item number.

Please let me know if you have any questions or concerns.

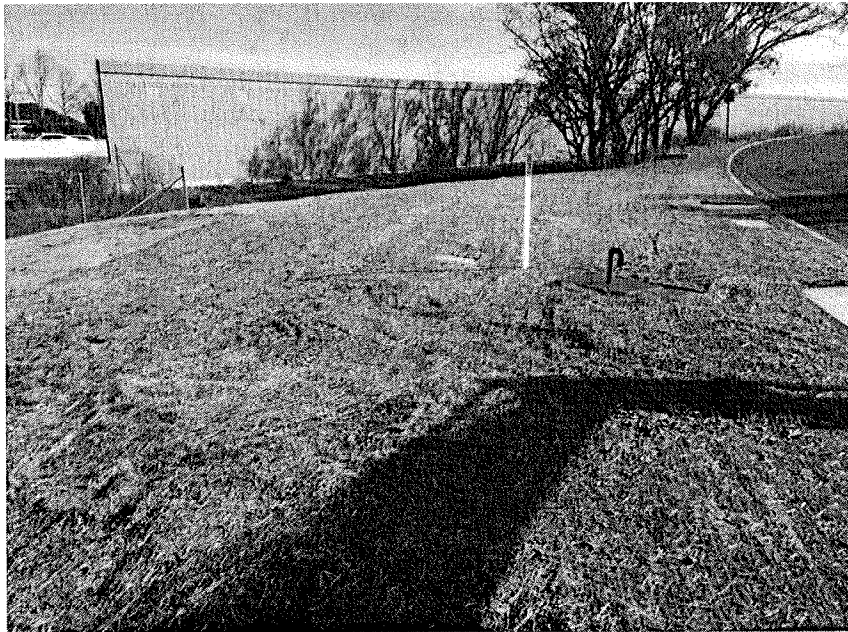
Thanks

Jeff Ward  
Project Manager.

1. Close out items in accordance with 01700.10
  - A. Release of claim will be granted once Anvil received final payment
  - B. Submitted by submittal #41 on Procore
  - C. N/A
  - D. Complete
  - E. Submitted by submittal #43 on Procore
  - F. N/A
  - G. Submitted as required on Procore



2. All temporary facilities were removed please see below photos

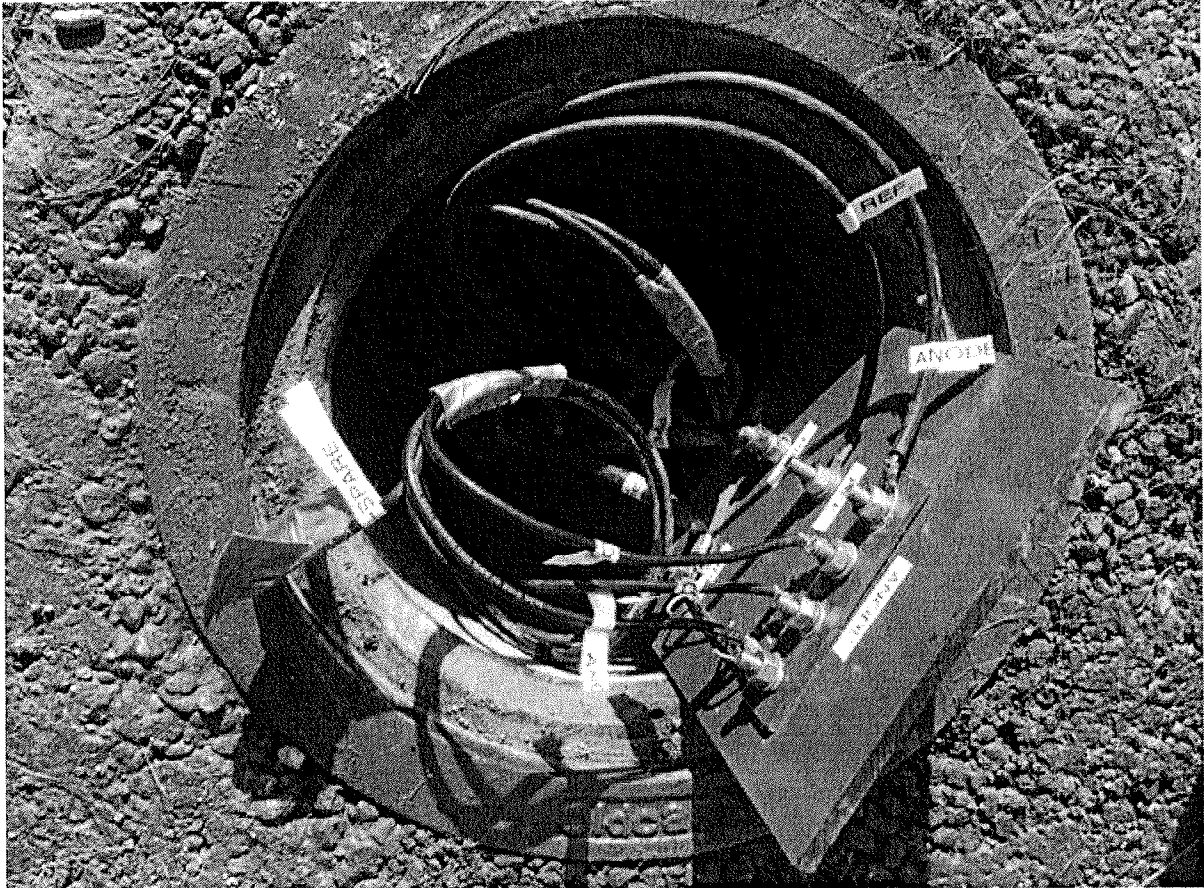


3. Schedule submitted on Procore as submittal #44
4. Completed notice of termination with Smarts: Emailed on 11/10 confirming with district and our SWPPP consultant. Attachment 'A'





5. Cathodic Protection System Boards Labeled





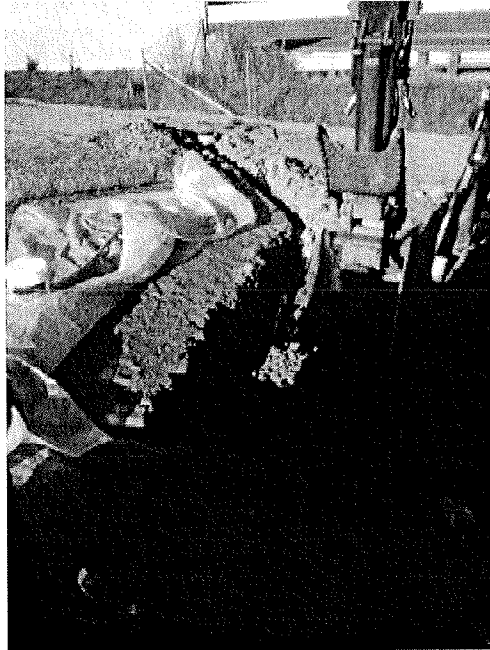


6. Concrete Collar placed around G5 boxes





7. Faulty andodes were replaced and tested by NMWD, Covello group had a representative to witness testing as well.





8. Damaged vault lid: Replaced





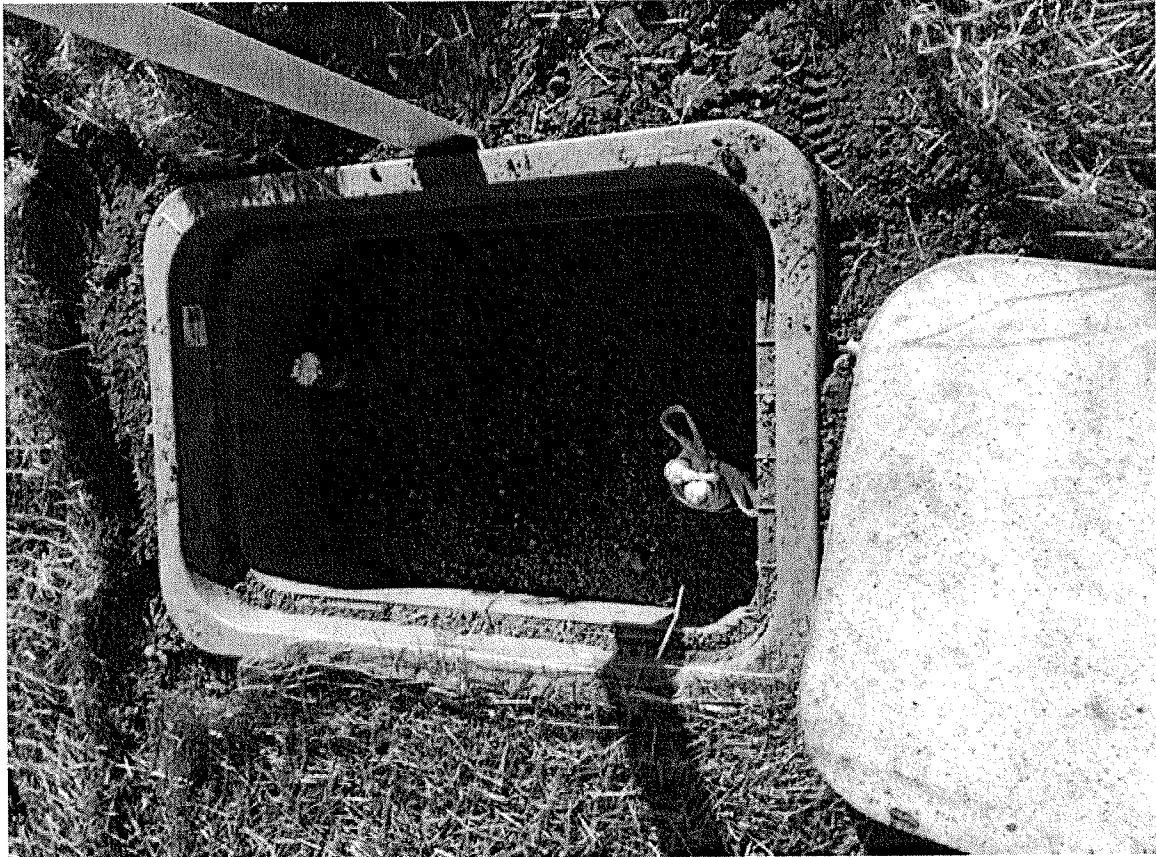
9. Paint Valve Can and cover to match district standard



10. Reached out to Bill Johnston on 11/27, Bill responded on 11/28. No correspondence has been since then. Please see attached email. Attachment 'B'
11. Caltrans Close Out: Provided Competition Notice in submittal #40 and sent requested documents. No reponse from Caltrans since.

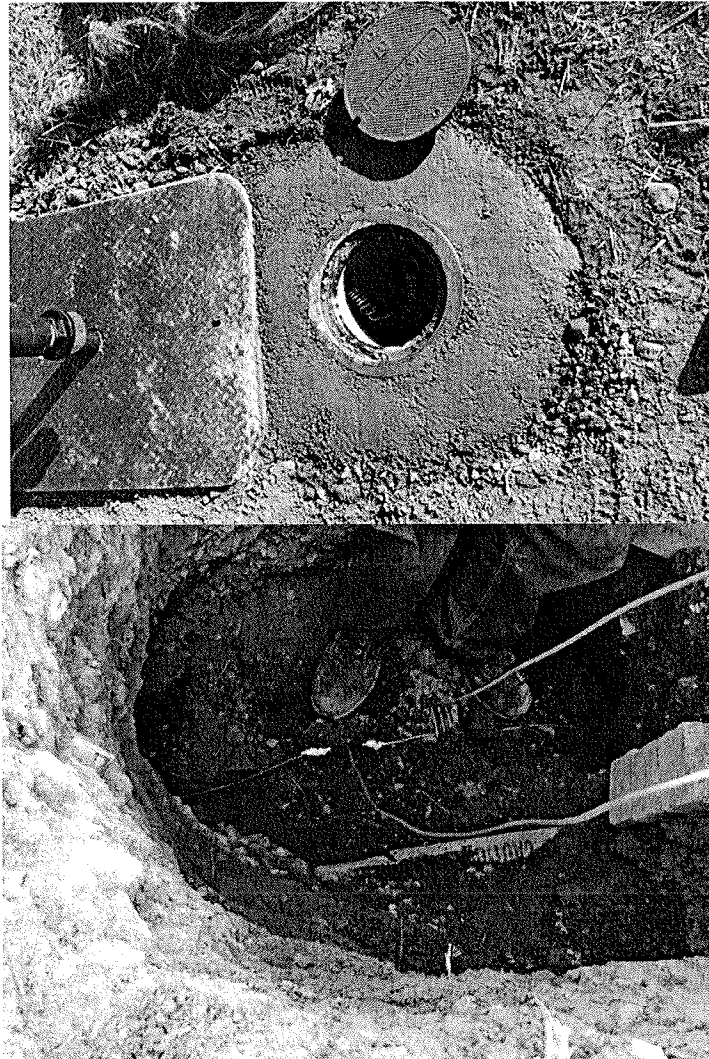


12. Cable and Conduit Pull boxes complete

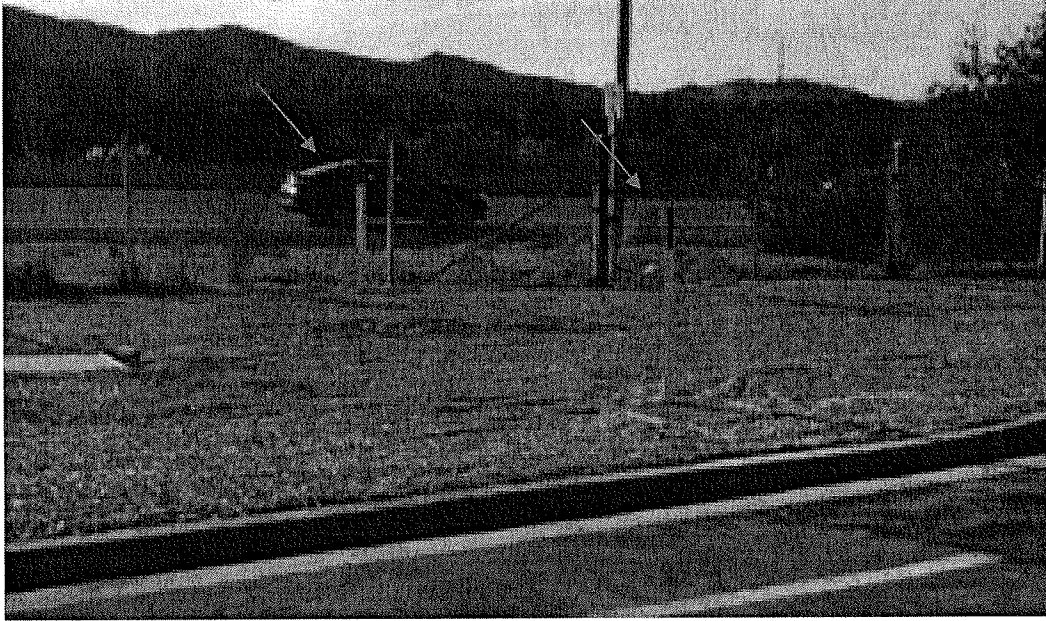




13. Tracer wire complete. West side were brough up to surface and placed in G5, East side signs were posted above pipeline.







1475 Donner Ave. 2<sup>nd</sup> Floor, San Francisco, CA 94124  
(415) 285-5000 | (415) 285-5005 f

[illegible]

1475 Donner Ave. 2<sup>nd</sup> Floor, San Francisco, CA 94124  
(415) 285-5000 | (415) 285-5005 f



## Attachment A

### Jeff Ward

---

**From:** Jeff Ward  
**Sent:** Friday, November 10, 2017 10:37 AM  
**To:** 'J.D. Brosnan'  
**Cc:** Carmela Chandrasekera  
**Subject:** FW: NMWD - Recycled Water Expansion Project NOT

J.D,

Just and FYI: We have closed out the SWPPP in SMARTS for the 101 x-crossing project. Please see below.

Thanks,

Jeffrey Ward | Project Manager

**ANVILBUILDERS**

1475 Donner Ave. | San Francisco, California 94124

o. 415.285.5000 | c. 415-610-3705 | f. 415.285.5005

[jward@anvilbuilders.com](mailto:jward@anvilbuilders.com) | [www.anvilbuilders.com](http://www.anvilbuilders.com)

ENR Award of Excellence Winner 2015 <http://bitly.com/ENRAOE>

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**From:** Brad Alani [<mailto:balani@quickswwpp.com>]  
**Sent:** Friday, November 10, 2017 10:33 AM  
**To:** [rlark@nmwd.com](mailto:rlark@nmwd.com)  
**Cc:** Jeff Ward <[jward@anvilbuilders.com](mailto:jward@anvilbuilders.com)>; R Alani <[ralani@quickswwpp.com](mailto:ralani@quickswwpp.com)>  
**Subject:** NMWD - Recycled Water Expansion Project NOT

Hi Robert,

The Recycled Water Expansion Project Xing Highway 101 is complete. We have logged into the SMARTS system and uploaded all documentation for the Notice of Termination (NOT). Please log into SMARTS at your earliest convenience to certify and submit the NOT. If you have any questions I am happy to help answer them.

Brad Alani P.E. QSD  
Quick SWPPP Corporation  
(925) 872-2361  
[www.quickswwpp.com](http://www.quickswwpp.com)

**California Department of Industrial Registration #1000025774**

## Attachment B

### Jeff Ward

---

**From:** Bill Johnson <cjohnson@novato.org>  
**Sent:** Tuesday, November 28, 2017 6:02 AM  
**To:** Jeff Ward  
**Subject:** RE: Permit Number: EN2017-0095 Recycled Water Line Boring Under 101

Good Morning Jeff

The tree can go to the City Maintenance Division at 550 Davidson Ave, Novato, this is at the end of Davidson, the city yard is in the middle, between the Sanitation District and Frontier, Thanks for the compaction reports, I will ask our inspector to go out and look at the site and get back to you.

Bill

Bill Johnson  
City of Novato  
Public Works  
Engineering Project Coordinator  
922 Machin Ave  
Novato Ca, 94945  
415-899-8959  
cjohnson@novato.org

---

**From:** Jeff Ward [mailto:jward@anvilbuilders.com]  
**Sent:** Monday, November 27, 2017 3:50 PM  
**To:** Bill Johnson <cjohnson@novato.org>  
**Subject:** Permit Number: EN2017-0095 Recycled Water Line Boring Under 101

Hi Bill,

I left you a VM and wanted to follow up with an email.

In regards to the above reference project, we are finishing up the required punch list items and wanted to reach out to the City of Novato.

1. The specifications request that I delivery a 15 gallon oak tree to the city and I was wondering where you would like this delivered to.
2. Attached are the compaction reports requested from the permit for Vintage Way.

Please let me know if the City needs anything additional, thanks Bill,

Jeffrey Ward | Project Manager  
ANVILBUILDERS  
1475 Donner Ave. | San Francisco, California 94124  
o. 415.285.5000 | c. 415-610-3705 | f. 415.285.5005  
[jward@anvilbuilders.com](mailto:jward@anvilbuilders.com) | [www.anvilbuilders.com](http://www.anvilbuilders.com)

ENR Award of Excellence Winner 2015 <http://bitly.com/ENRAOE>

Posting requested by:

NORTH MARIN WATER DISTRICT

After Posting Time has Expired Mail To:

North Marin Water District  
P. O. Box 146  
Novato, CA 94948-0146

NORTH MARIN WATER DISTRICT  
NOVATO, CALIFORNIA

NOTICE OF COMPLETION

To: Marin County Clerk  
3501 Civic Center Dr., Rm 234  
San Rafael, CA 94903

Date:  
File No.: 5 6058.60  
Date of Completion: Nov. 30, 2017

Owner: North Marin Water District  
999 Rush Creek Place  
Novato, CA 94947

OWNER'S ESTATE OR INTEREST:

Easement \_\_\_\_\_ Fee Title   X   Encroachment Permit \_\_\_\_\_  
Other (describe) \_\_\_\_\_

CONTRACTOR:

Name: Anvil Builders  
Address: 1475 Donner St., 2<sup>nd</sup> Flr, San Francisco, CA 94124

TITLE OF PROJECT: Recycled Water Expansion - Central Service Area – Hwy 101 Crossing

DESCRIPTION OF PROJECT: Installation of approximately 340 ft of 16-inch C-905/RJ DR-18 Certa-Lok carrier pipe, within a 24-inch steel casing under Highway 101 installed by guided bore method together with all appurtenances thereto and all restorations.

DESCRIPTION OF SITE (LOCATION): The Project connects east end and west side of Highway 101 in Novato, CA from Vintage Way on the east side to Redwood Blvd near Corinthian Ct on the west side.

Final payment will be made to the above contractor on or after 35 days from the recording date of this notice of completion, except where otherwise provided for by law.

The undersigned under penalty of perjury says that he is the General Manager of the North Marin Water District, the public agency authorizing the work or improvement referred to in the foregoing notice of completion; that he has executed such notice of completion on behalf of such public agency and likewise makes this verification on behalf of said public agency pursuant to authority granted by the District's Board of Directors; and that he has read said notice of completion and knows the contents thereof and that the facts therein stated are true.

\_\_\_\_\_  
Drew McIntyre, General Manager

**VERIFICATION**  
**STATE OF CALIFORNIA )**  
**COUNTY OF MARIN     )**

THE UNDERSIGNED, declares that he has read the foregoing notice, knows the contents thereof, and the same is true of his own knowledge. I certify under penalty of perjury that the foregoing is true and correct.

SEAL:

\_\_\_\_\_  
Drew McIntyre, General Manager

\_\_\_\_\_  
Date and Place

Disposition:  
Original: County Recorder  
Copy: Contractor  
Copy: Project File

8

## MEMORANDUM

To: Board of Directors  
 From: David L. Bentley, Auditor-Controller   
 Subj: American Express Credit Card Acceptance  
 t:\acl\word\billing\amex cc.docx

December 29, 2017

**RECOMMENDED ACTION: Discontinue Accepting American Express Credit Cards****FINANCIAL IMPACT: Savings of \$3,700 Annually**

In August 2006, in response to customer demand, the District began providing the option to pay water bills online with a credit card. About 3,000 customers (14%) now pay their water bill with a credit card, and the number continues to grow. A Federal Reserve Study recently found that the number of credit-card payments nationwide grew 10.2% in 2016, to 37.3 billion, compared with an annual growth rate of 8.1% over the previous three years. While it is appropriate for the District to be responsive to customer demand, this service comes at a cost. The annual fee to process credit card payments for 3,000 customers currently totals \$40,000.<sup>1</sup>

A review of the most recent October/November period (appropriate since the District bills bimonthly) shows the number of customers by credit card and the average fee:

Card	Customers	Fee %
Visa	2,325	1.1%
Discover	39	1.1%
MasterCard	439	1.6%
AMEX	165	2.4%
	2,968	1.3%

The table shows that Visa takes \$1.10 of every \$100 payment made to the District, while AMEX takes \$2.40. The average credit card payment amount is \$173. Visa, Discover & MasterCard all offer utility companies a discount. AMEX does not. District customers have the option to have their water bill automatically charged to their credit card (AutoPay), or to sign-in to the website bimonthly and enter their credit card information as each bill is received.

Staff recommends that the District discontinue accepting AMEX as the number of customers is relatively small and the fee is more than double Visa's. Currently, there are 54 customers using AMEX for AutoPay. If the Board concurs, the District would stop accepting AMEX payments except for the 54 AutoPay customers. When the AMEX AutoPay cards expire, each customer would need to replace it with an alternative card. Assuming AMEX customers use a VISA card instead, the District would save \$3,700<sup>2</sup> annually in credit card processing fees.

**Recommendation:**

Discontinue accepting American Express credit cards.

<sup>1</sup> 3,000 customers X 6 payments annually X \$2.22 average October/November transaction cost = \$39,960.

<sup>2</sup> Average savings of \$3.70 per transaction X 990 transactions annually.

Approved by GM Date 12/29/17

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MEMORANDUM

To: Board of Directors

December 29, 2017

From: Drew McIntyre, General Manager DM

Subj: Revision to Regulations 4, 7 and 52 in Compliance with SB-7 (Submetering)  
t:\gmtbod misc 2017\reg 4\_reg 7\_reg 52 sb7 compliance.docx

**RECOMMENDED ACTION:** Board Approve Revisions to Regulation 4, Regulation 7 and Regulation 52 in Compliance with SB-7

**FINANCIAL IMPACT:** None

California Senate Bill 7 (SB-7: Water Use Metering for Multiunit Housing Structures) becomes effective on January 1, 2018, requiring new multiunit residential structures and new mixed-use residential and commercial structures to measure the quantity of water supplied to each individual residential dwelling unit. This legislation was enacted to encourage additional water conservation in response to the recent drought, since it's assumed that residents of non-metered individual dwelling units are unaware of how much water they consume, and that there is no financial incentive to conserve. Historically, the North Marin Water District (District) has allowed master metered multiunit development (in Regulation 4 – Multiple Service), but has not formally allowed submetering or the resale of water (Regulation 7 - Use of Water).

Staff and District legal counsel have reviewed the SB-7 legislation and made revisions to applicable District Regulations in order to require submetering for new multiunit and mixed-use customers. The majority of revisions made apply to Regulation 4 (Multiple Service) and identifies applicable multiunit structures and specifically defines submeters, in accordance with SB-7. The revised regulation also states that the District will only be responsible for the master meters, and has no obligation to assume any responsibility for submeters (installation, maintenance, reading, billing and testing, etc). The revised Regulation 4 in highlight/strikeout form is provided as Attachment 1 for ease of review.

Revisions were also made to Regulation 7.c. (Attachment 2), to exempt submetering provisions (described in the revised Regulation 4) from the prohibition on the resale of water. Lastly, Regulation 52.a. was revised (Attachment 3) to exempt the District from metering and billing requirements for water provided through submeters as defined in the revised Regulation 4.

RECOMMENDATION

The Board approve revisions to Regulation 4, Regulation 7 and Regulation 52.



## **DRAFT NORTH MARIN WATER DISTRICT**

### **REGULATION 4**

#### **MULTIPLE SERVICE**

a. General

Except as otherwise expressly authorized by this regulation, a single service connection shall serve no more than one separate dwelling unit (including townhouse and condominium units) or one separate commercial, agricultural or industrial enterprise.

b. Multiple Service

(1) Each dwelling unit or other point of connection, including newly constructed multiunit residential structures or newly constructed mixed-use residential/commercial structures, for which an application for one or more water connections is submitted after January 1, 2018, shall be individually metered unless such metering is specifically prohibited either by subdivision (f) of Government Code 65852.2 or exempted by subdivision (a) of Water Code 537.

(2) Each commercial, industrial and institutional building shall have a dedicated landscape irrigation meter.

(3) Unless requested by the Applicant to separately meter each dwelling unit or other point of use Except as specified in subsection b.(2), if separate service connections present substantial mechanical problems or extraordinary expense as conclusively determined by the District, service through a single connection may be allowed to any of the following:

(4)(i) a duplex, triplex, or apartment building, multiunit residential structure, or mixed-use residential/commercial structure, in undivided ownership provided that each residential dwelling unit therein is equipped with a submeter, as defined in subsection b.(4) of this regulation, except as otherwise specified in subsection b.(1) of this regulation;

(2)(ii) a commercial or industrial building (without residential units) in undivided ownership;

(3)(iii) a building or group of non-residential buildings owned or exclusively occupied by a public entity or entities;

(4) a condominium project served under a contract between the District and a responsible owners' association;

(5) Two separate dwelling units on a parcel in undivided ownership constructed prior to December 31, 2016 (see Regulation 54 e. and Regulation 1 c.);

(4) A submeter is defined in Water Code section 537 as an individual meter(s) located downstream of a master meter, which is owned and operated by the owner of the multiunit residential structure or the owner's agent, and which, in compliance with subdivision (b) of Water Code section 537, measures the quantity of water used by an individual residential dwelling unit. The District shall be responsible only for the master meter and has no obligation to fund or assume responsibility for ensuring compliance with any law or regulation governing the approval of submeter types or the installation, maintenance, reading, billing and testing of submeters and associated onsite plumbing.

c. Subdivision of Ownership



If the ownership of a structure receiving service through a single service connection pursuant to subsection b.(1) of this regulation is subdivided, service ~~will~~may be continued without requiring new service connections and payment therefor, ~~provided but only if~~ service is thereafter furnished under a contract between the District and a responsible owners' association.

d. Charges for Multiple Service

The District will not render separate statements to each dwelling unit or enterprise served by a single meter. The party in whose name the service is registered will be responsible for all charges for all services through the meter.

e. Connections Prior to April 7, 1962

The preceding subsections of this regulation shall not apply to dwellings which have been continuously served through a single service connection installed prior to April 7, 1962. The minimum and quantity rates for each dwelling unit so served shall be computed as though each unit were served with a meter of the size installed on the single service connection as though the quantity delivered to each unit were the quantity of the water measured by the installed meter divided by the number of dwelling units connected thereto.

**DRAFT**

**NORTH MARIN WATER DISTRICT**

**REGULATION 7**

**USE OF WATER**

a. Responsibility of Control

Title to water furnished by the District, the risk of loss thereof and full responsibility for the carriage, handling, storage, disposal and use thereof shall pass from the District to the consumer at the outlet of the District's meters.

b. Place of Use of Water

Water furnished by the District shall be used only on the property described in the application for service. Requests for authorization to draw water from a fire hydrant shall state in general terms the place and purpose of the intended use of the water. Use of water outside the territory of the District shall be permitted only for purposes which the General Manager determines are necessary to public health, safety and welfare.

c. Resale of Water Prohibited

Notwithstanding submetering provisions in Regulation 4, No water received from the District may be resold without the specific approval and authorization of the District except that water hauled by tank trucks from District hydrants may be resold at a rate not to exceed the rate charged by the District pursuant to Regulation 54 d.

d. Change of Use

No substantial change in the character of water use through an existing connection shall be made except by the filing and processing of a new service application. The District shall determine what constitutes a substantial change in the character of water use which shall include, but is not limited to, change from single-family dwelling service to multiple dwelling service or from residential use to commercial or industrial use. If the change in character of water use will not increase water demand (solely as determined by the District) additional Facilities Reserve Charges shall not be assessed.

**DRAFT**

**NORTH MARIN WATER DISTRICT**

**REGULATION 52**

**METER READING**

a. Measurement of Water Supplied

All water supplied by the District will be measured by means of water meters installed, owned and maintained by the District. The amounts charged for service shall be based on the current rates established by the District, except water provided through submetering as defined in Regulation 4.

b. Frequency of Meter Reading

In general, meters shall be read on a monthly or a bimonthly basis. As it is not always possible to read meters at equal intervals, the period between reading dates may vary. In the case of delinquent accounts or accounts which have a history of late payment, special meter readings may be made.

c. Meters That Cannot Be Read

Where a meter cannot be read because of an obstruction, the customer will be notified and requested to correct the condition. The District has the right to discontinue the service if such condition is not corrected.

d. Testing Meters

A customer who questions the accuracy of a meter serving his premises may request a test of its accuracy and witness the test if he so desires. If the average of the test results show the meter is registering more than two percent fast, the District will adjust the billing for the period during which the meter was registering fast, but for not more than the preceding six months.

If a customer requests a test of more than one meter in a twelve-month period, he shall deposit with the District prior to the test, the testing charge set forth below. If the average of the test results show the meter is registering less than two percent fast, the testing charge will be retained by the District.

Charges for meter testing will be in accordance with the following schedule:

<u>Size of Meter</u>	<u>Testing Charge</u>
5/8"	\$10.00
1"	20.00
1 1/2"	30.00
2" or larger	40.00

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**MEMORANDUM**

To: Board of Directors

December 29, 2017

From: Katie Young, District Secretary 

Subj: Board Committee Assignments Alternates  
t:\bod\board\2018\alternate committee 2018.docx

**RECOMMENDED ACTION:** Appoint alternates for Board Committee/Association Assignments for 2018

**FINANCIAL IMPACT:** None

At the previous Board meeting on December 19, 2017, President Fraites advised that the current committee assignments for the Board of Directors would remain status quo for the 2018 year. However, there have been no alternates assigned to each of the committees. Attached is the Draft Committee Assignment document with the six committees/association needing alternates which will be appointed at the January 2, 2018 meeting.

**RECOMMENDED ACTION:**

Appoint alternates for Board Committees/Association Assignments for 2018.

Keep the Status Quo

RHR

DRAFT  
NORTH MARIN WATER DISTRICT  
BOARD OF DIRECTORS  
COMMITTEES/ASSOCIATION ASSIGNMENTS  
2018

<u>Committee</u>	<u>NMWD Representative(s)/Alternate</u>
<u>North Bay Watershed Association</u> 1 meeting per month – Friday 9:30 a.m. – 11:30 a.m. Petaluma / Novato	Rick Fraites/TBD
<u>Public Policy Facilitating Committee</u> (Russian River Biological Assessment/Opinion) 1 meeting per quarter – Friday 9:00 a.m. – Noon Santa Rosa/Ukiah	Steve Petterle/TBD
<u>Water Advisory Committee</u> 1 meeting per quarter – Monday 9:00 a.m. – Noon Santa Rosa	Jack Baker/TBD
<u>North Bay Water Reuse Authority/NorthBay Water</u> 1 meeting per quarter – Monday 9:30 a.m. Novato Sanitary District/Novato City Hall	Jack Baker/TBD
<u>Recycled Water Subcommittee</u> As needed	Jack Baker/TBD
<u>Novato Watershed Policy Advisory Committee</u> As needed	Rick Fraites/Jack Baker



December 20, 2017

To: Katie Young, District Secretary  
North Marin Water District

From: Rick Fraites, Chair/Director  
North Marin Water District-Board of Directors

Subject: 2018 Board Committee/Association Assignments

Secretary Young:

As per your request, please find an attached copy of the North Marin Water District Board of Directors Committees/Association Assignment for 2017.

As the Board chairman, it is my duty to assign Board appointments for the year of 2018.

My decision is to retain the appointments that were assigned in the year 2017. The attached document reflects those 2017 appointments.

I did notice that the assignments to each committee/association all lacked assigned alternates for those positions.

I request that the meeting agenda for the next NMWD board contain an item that will allow the assignment of these alternate positions.

Thank you,



Rick Fraites

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**DISBURSEMENTS - DATED DECEMBER 21, 2017**

Date Prepared 12/19/17

The following demands made against the District are listed for approval and authorization for payment in accordance with Section 31302 of the California Water Code, being a part of the California Water District Law:



Seq	Payable To	For	Amount
1	Able Tire & Brake	Front End Alignment (2) ('12 F250, '10 F150), Tires (2) ('12 F250) (\$522) & Tire Disposal	\$740.75
2	Allied Heating & Air Condition	Quarterly Maintenance on HVAC System	417.00
3	Anvil Builders	Prog Pymt#3: RW Expansion Central Service Area - Hwy 101 Crossing Project (Balance Remaining on Contract \$25,840)	124,506.57
4	Arrow Benefits Group	November Dental Expense	5,259.00
5	AT&T	Leased Line	65.88
6	Autoworld	Engine Oil (2 qts), Oil Filter, Gear Oil (2-10oz), Spark Plugs & Lower Case Gasket	54.74
7	Bank of Marin	Bank of Marin Loan Principal & Interest (Pymt 74 of 240)	46,066.67
8	Basile Family Trust	Refund Excess Advance for Construction over Actual Job Cost-36 Lauren Ave-Upsize to 1" Meter for Fire Sprinkler	539.93
9	Bay Area Air Quality Mgmt Dist	Notice of Violation for Delinquent Annual Inspection of Fuel Tanks (2)	500.00
10	Building Supply Center	Cable Ties & Clamps (8) (STP)	67.96
11	Caltest Analytical Laboratory	Lab Testing	35.00
12	Campbell, W. Leigh	Novato "Pool Cover" Rebate Program	50.00
13	CheckRite Backflow Services	Annual Backflow Testing Services (99)	4,455.00
14	Clipper Direct	Commuter Benefit Program (3)	479.00
15	Comcast	December Internet Connection	151.12
16	Curtis, Martha	Novato "Hot Water Recirculation System" Rebate Program	75.00
17	DeGabriele, Chris	Retiree Exp Reimb (Dec Health Ins)	927.54
18	Diggs, James	Retiree Exp Reimb (Dec Health Ins)	340.83
19	Environmental Express	Filters (100) (Lab)	163.04
20	Fastenal	Tracer Wire (1,000')	176.69

Seq	Payable To	For	Amount
21	Fisher Scientific	Poison Labels (125) & Testing Bottles (Lab)	113.67
22	Franklin, Herb	Novato "Toilet Rebate" Program	200.00
23	Frontier Communications	Leased Lines	1,436.42
24	Golden Gate Petroleum	Gasoline (\$2.62/gal) & Diesel (\$3.01/gal)	2,857.93
25	Grainger	3/8" High Pressure Hose Reel (\$521), 12" Adjustable Wrench, 12" Slip Jaw Pliers, 22 pc Hex Wrench Set, Small Electrical Parts Box (2) & Sledgehammer	630.83
26	Gray Industries	Refund Security Deposit on Hydrant Meter Less Final Bill	784.78
27	Jones, Janet	Refund Overpayment on Open Account	122.97
28	Lee, Kitty	Novato "Cash for Grass" Rebate Program	400.00
29	Lincoln Life	Deferred Compensation PPE 12/15/17	12,928.75
30	Marin Color Service	Paint (1 gal)	38.68
31	Marin County Ford	Cabin, Air, Oil Filters & Motor Oil (8 qts)	80.65
32	Mayer, John	Novato "Pool Cover" Rebate Program	50.00
33	McMaster-Carr Supply	2" Air Pump Suction Hoses (30)	147.31
34	Merrill, Jenefer & Switzer, Mark	Refund Excess Advance for Construction over Actual Job Cost-65 Fifth Street0-Upsize to 1" Meter	488.72
35	Montgomery, A C	Novato "Washer Rebate" Program	50.00
36	Moore, Doug	Retiree Exp Reimb (Dec Health Ins)	927.54
37	Mountain Cascade	Prog Pymt#9: RW Central Service Area Phase B (Balance Remaining on Contract \$208,358)	37,976.25
38	MRC Global	Freight on 42" Valve Operator Repair @ Kastania Valve Pit & 12" Valve Gearbox	173.13
39	Nationwide Retirement Solution	Deferred Compensation PPE 12/15/17	2,375.00
40	North Marin Auto Parts	Oil Filters (2), Air Filters (2), Cabin Air Filter, Motor Oil (14 qts) (\$105), Wiper Blades (6) (\$50), Spark Plugs (4), Valve Cover Gasket Maker, Shop Rags (10 lbs) (\$85), O Rings (7), Brake Fluid, Brake Line Batteries (2), Alternator & Fanbelt (\$302), Battery (\$114), Circuit Breaker & License Plate Light Kits (3)	1,143.27

Seq	Payable To	For	Amount
41	North Marin Water District SRF	STP State Revolving Fund Loan Principal & Interest (Pynt 17 of 40)	574,460.90
42	North Bay Gas	Nitrogen (\$617) (STP), Carbon Dioxide & November Cylinder Rental (\$136)	788.09
43	Novato Builders Supply	Post, Concrete (5-1/2 yds) (\$1,319), Plywood Trim Board & Wood Screws	1,441.46
44	Office Depot	Laser Paper (500-32 lb), Address Labels (2,000), A-Z Dividers, Coffee (124 oz) (\$44) & Sugar (3)	79.45
45	O'Reilly Auto Parts	Ratchet Tie Down Straps (8)	71.59
46	Pace Supply	5" Pilot Drill (\$345), EZ Max Repair Clamp (5" x 9"), 7/8" Deep Socket, PVC Cap for Temp Recycled Water Tank & 2" Brass Couplings (15) (\$207)	713.49
47	Pini Hardware	ABS Pipe, Pipe Glue, Parts for Aquatic Invasive Species (STP), PVC Elbows, Hardware, Carpet Tape, Spackle, PVC Fittings, Weather Proof Outlet Covers, Drywall Sanding Block, Drywall Joint Compound, Conduit Fittings for STP, Hinge & Conduit Sealer	199.25
48	Plascencia, Elisa	Novato "Toilet Rebate" Program	100.00
49	Red Wing Shoe Store	Safety Boots (Arendell & Kane)	351.52
50	Reed, Corey	Cafeteria Plan Reimbursement	208.33
51		Uninsured Medical Reimbursement	220.00
52	Scotto, Sally	Novato "Toilet Rebate" Ultra High Efficiency	300.00
53	Sebastopol Bearing & Hydraulic	Hydraulic Power Pack	417.27
54	Service Station Systems	Replacement Filling Hose for Fuel Tank	406.70
55	Soiland	Asphalt Recycling (11 tons)	33.75
56	Stafford, Vernon	Retiree Exp Reimb (Dec Health Ins)	304.16
57	Staples Advantage	Copy Paper (60-Letter Size Reams)	235.66
58	State Water Resources Control	RW-S PH1A-SRF (\$56,599) & RW-S PH1B-SRF Loan Principal & Interest (\$166,575)	232,173.86
59	Tidwell, Jean	Novato "Toilet Rebate" Program	100.00
60	Tuders, Herman	Novato "Toilet Rebate" Program	300.00
61	Ultra Scientific	Reference Samples (Lab)	206.20

Seq	Payable To	For	Amount
62	U.S. Bank Card	Monthly Subscription to Adobe Acrobat (\$25), Fastrak (\$25), Target-Lab Supplies (\$12) & Resolution Frame (\$16) (Latanszyn), Retirement Book (\$42) (Latanszyn)	120.12
63	Velasquez, Susan	Claim Settlement-Reimbursement for Damage to Laundry Allegedly Caused by Dirty Water Arising from Center Road Work Circa 11/9/17	73.76
64	Verizon Wireless	Cellular Charges: Data (\$345) & Airtime (\$119) (23)	464.91
65	VWR International	Buffer (Lab)	54.43
66	Walchli, Gloria	Novato "Toilet Rebate" Program	300.00
67	Williams, Scott	Novato "Cash for Grass Rebate" Program	400.00
68	Young, Katie	Cafeteria Plan Reimbursement	1,500.00
<b>TOTAL DISBURSEMENTS</b>			<u><u><b>\$1,064,022.52</b></u></u>

The foregoing payroll and accounts payable vouchers totaling \$1,064,022.52 are hereby approved and authorized for payment.

	12/19/17
Auditor-Controller	Date
	12/19/17
General Manager	Date

## ***DISBURSEMENTS - DATED DECEMBER 28, 2017***

Date Prepared 12/26/17

The following demands made against the District are listed for approval and authorization for payment in accordance with Section 31302 of the California Water Code, being a part of the California Water District Law:

<u>Seq</u>	<u>Payable To</u>	<u>For</u>	<u>Amount</u>
P/R*	Employees	Net Payroll PPE 12/15/17 (\$138,910) & Steele Final Payout (\$962)	\$139,873.13
EFT*	US Bank	Federal & FICA Taxes PPE 12/15/17	57,542.26
EFT*	State of California	State Taxes & SDI PPE 12/15/17	10,700.56
EFT*	CalPERS	Pension Contribution PPE 12/15/17	35,154.05
EFT*	US Bank	November Bank Analysis Charge (Lockbox \$912, Credit Card Processing \$150 & Other \$381 (Less Interest of \$247)	1,196.41
1	ACWA	Annual Dues (McIntyre) (1/18-12/18) (Budget \$19,270)	20,570.00
2	Alpha Analytical Labs	Lab Testing	555.00
3	Amazon	Service Awards: Bluetooth Entertainment Center (\$130) (T. Kehoe), Fitbit Activity Band (Manzoni) (\$95), Fishing Rod (Stompe) (\$90) & Torque Comparator (\$274) (Const)	592.39
4	American Family Life Ins	December Employer Accident, Disability & Cancer Insurance	3,251.81
5	Arendell, Tony	Exp Reimb: Food for Crew While Working to Midnight on a Broken BMK Water Main	53.54
6	Arrow Benefits Group	December Dental Admin Fee	299.45
7	A.S.T.I.	Prog Pymt#6: Annual Fire Service Testing	125.00
8	Athens Administrators	November Workers' Comp Bill Review Fees	361.19
9		Cafeteria Plan: Uninsured Medical Reimbursement	792.00
10	Coast Counties Peterbilt	Replacement EGR Valve ('09 Peterbilt 335)	704.39
11	Cummings Trucking	Rock (132 yds) (\$5,155) & Sand (65 yds)	9,268.84
12	Davenport, Colin	Replacement Payment - Wrong Bank Account.	316.21

Seq	Payable To	For	Amount
13	Digital Prints & Imaging	Vellum (40-24" x 36") (Lab)	129.92
14	DLT Solutions	Autocad Subscription Renewal (12/17-12/18) (Budget \$2,970)	2,900.26
15	E & M	Replacement Flow Meter for Permanganate Feed @ P RTP	4,020.17
16	Fastenal	Tracer Wire (1,500')	314.43
17	Ferguson Waterworks	Couplings (8) Box Lids (10) (\$401), Nipples (3) & Corp Stop (\$212)	2,791.17
18	Friedman's Home Improvement	48" Surveyor Lath	24.33
19	Gaya, DB	Prog Pymt#3: San Mateo Tank Rehab (Balance Remaining on Contract \$10,362)	6,542.80
20	GHD Engineering	Prog Pymt#7: Engineering Services: San Mateo & Grant Avenue Pipe Projects (Balance Remaining on Contract \$12,069) Prog Pymt#7:	6,828.50
21	Ghilotti Construction	Prog Pymt #3: RW Expansion Central Service Area West Project (Balance Remaining on Contract \$309,342)	137,206.03
22		Vision Reimbursement	16.28
23	Grainger	Metal Cutter, Tarps (2), Sump Pump (\$240), Emergency Light Batteries (4), Wheels for STP Trash Pumps (2) (\$112), Knee Boots (2) & Hip Boots (3) (STP) (\$738)	1,177.09
24	Don Johnson's Pool & Spa	24' Commercial Grade Pole (\$200) & Net for Water Storage Tanks	227.84
25	JW Mobile	Diesel Smoke Checks (6) ('15 Int'l 4400, '99 F550, '09 Peterbilt 335, '12 Int'l 4400, '07 Int'l 4300, '02 Int'l 4400) (\$900) & Hose & Fittings to Make Hydraulic Hoses ('02 Int'l 4400)	1,382.20
26		Vision Reimbursement	223.05
27	Lucchesi, Sarah	Cafeteria Plan Reimbursement	208.33
28	Maltby Electric	Electrical Panel for Bahia PS	526.06
29	McLellan, WK	Misc Paving	7723.73
30	Novato, City of	Annual Encroachment Permit	2,770.00

Seq	Payable To	For	Amount
31	Novato Sanitary District	July (\$18,946), August (\$17,395) & September (\$15,508) 2017 RW Operating Expense	51,848.69
32	Pace Supply	Tube Nuts (6)	82.94
33	PG&E	Power: Bldgs/Yard (\$3,065), Rectifier/Controls (\$723), Pumping (\$25,689), Treatment (\$2,786) & Other (\$94)	32,356.14
34	Point Reyes Prop Mgmt Assn	December HOA Fee (25 Giacomini Rd)	75.05
35		Cafeteria Plan: Uninsured Medical Reimbursement	75.00
36	Sebastopol Bearing & Hydraulic	6" Lever Valve, Hydraulic Fitting Caps & Plugs (\$366) & 10' Hydraulic Hose Covering	439.50
37	Self-Insurance Plans - CA DIR	FY18 Self-Insured Workers' Comp Annual Assessment	6,657.54
38	Soiland	Asphalt Recycling (7 tons)	145.14
39	Sonoma County Water Agency	November Contract Water	268,971.26
40	State Water Resources Control Board	D1 Exam Fee (Pearce)	50.00
41	State Water Resources Control Board	Annual Permit Fee - O.M. Waste Discharge Requirement (7/1/17 - 6/30/18)	17,017.00
42	Streakwave Wireless	Backhaul Radio (\$153) & Radio Dish Antenna	294.66
43	Tamagno Green Products	Sludge Removal @ STP (94 yds)	2,350.00
44	Vogler, Albert Rocky	Exp Reimb: Mileage (7/17-12/17)	178.16
45	VWR International	Sodium (Lab)	53.26
46	Watersavers Irrigation	PVC Pipes & Fitting for Well Level Sensors @ PR Wells	125.40
47	Weng, Zhen & Fudan Chen	Replacement Payment. Wrong Name	115.43
48	White Cap Construction	Silt Fence (4-3' x 100') & Straw for Erosion	593.42
49	Wreyford, Deborah	Novato "Washer Rebate" Program	50.00
<b>TOTAL DISBURSEMENTS</b>			<b><u>\$837,847.01</u></b>

Seq	Payable To	For	Amount
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The foregoing payroll and accounts payable vouchers totaling \$837,847.01 are hereby approved and authorized for payment.

<u>R. B. Ginn for D. Bentley</u>	<u>12/26/17</u>
Auditor-Controller	Date

<u>[Signature]</u>	<u>12/26/17</u>
General Manager	Date



## MEMORANDUM

To: Board of Directors  
From: Alicia Manzoni, Consumer Services Supervisor  
Subject: Meter Reading Accuracy

December 29, 2017

\\nmwdsrv1\administration\cons\_srv\letters\dmc summary 2017.doc

**RECOMMENDED ACTION:** None - Information Only

**FINANCIAL IMPACT:** None

North Marin Water District's Field Service Representatives (FSR's) read 127,162 meters from December 1, 2016 to November 30, 2017. When tallying misreads versus meters reads over the past 12 months, we found that the reading error rate was 0.2% (268 misreads) or, stated positively, a 99.8% accuracy rate.

The FSR's do make an effort to read each meter accurately. We strive to be accurate and the FSR's do a good job. During 2017 we utilized the services of four temporary or any meter readers during the absence of a regular FSR due to industrial injury. Chris Rodriguez was hired in January 2017 as a full-time FSR. Now that the FSR with the industrial injury is healed, we have 3 full-time FSR's and will strive to increase our meter reading accuracy.

	2014	2015	2016	2017
Meters Read <sup>1</sup>	128,642	127,019	128,810	127,162
Misreads	241	391	433	268
Accuracy Rate	99.8%	99.7%	99.7%	99.8%

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<sup>1</sup> Meters read varies based on cycles included from year to year.

	<b>Huge SALE</b>	50% OFF	ALL MEN'S WESTERN SHIRTS & MORE!		<b>BOSWORTH and SON</b> 21060 Geyserville Ave. Geyserville Mon. - Sat.: 9am - 5:30pm Closed Sunday
		75% OFF	ALL MEN'S & LADIES' JACKETS & COATS		
		75% OFF	ALL TOOLS, PAINT, PET, HOUSEHOLD		
		75% OFF	ALL HARDWARE, NAILS, SCREWS, BOLTS		
		75% OFF	ALL TACK, FEED, CAMPING, GARDENING		
		75% OFF	ALL PLUMBING & ELECTRICAL SUPPLIES		

[http://www.sonomawest.com/cloverdale\\_reveille/news/reducing-wildfire-risk-at-lake-sonoma/article\\_8e681f50-e5d9-11e7-9f0e-afb607a48c8f.html](http://www.sonomawest.com/cloverdale_reveille/news/reducing-wildfire-risk-at-lake-sonoma/article_8e681f50-e5d9-11e7-9f0e-afb607a48c8f.html)

FEATURED

## Reducing wildfire risk at Lake Sonoma

By Carol Benfell, Special to Sonoma West Publishers. Photos by Sole Anajulia Dec 20, 2017 Updated Dec 24, 2017

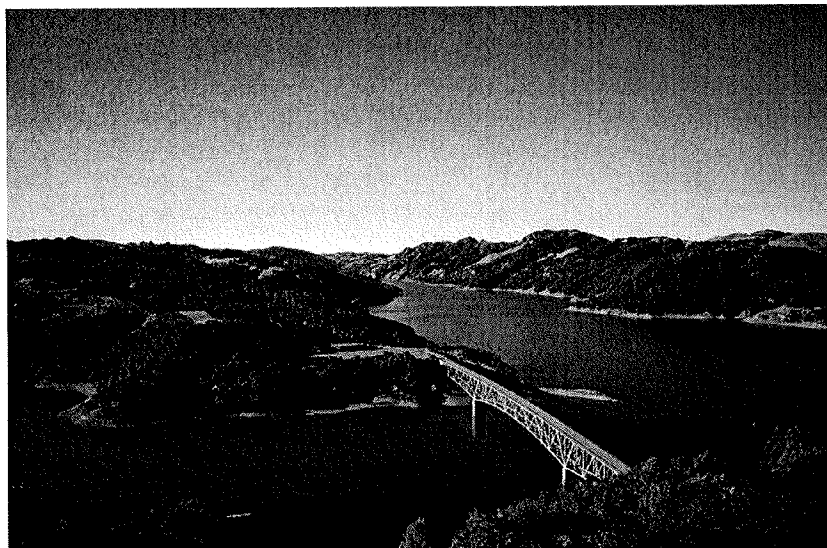


Photo by Sole Anajulia

### PG&E grant to Sebastopol group will fund plan to protect water supply

A small Sebastopol nonprofit has won a \$100,000 grant to find ways to reduce wildfire risk around Lake Sonoma, the source of drinking water for 600,000 people in Sonoma, Mendocino and Marin counties.

Ag Innovations, with four staff members and offices on Morris Street, will use the grant from Pacific Gas & Electric to bring together organizations, government agencies and people involved with Lake Sonoma.

Over the course of a year and four workshops, these stakeholders will be asked to create a plan to ensure the health of the Lake Sonoma watershed and protect the drinking water supply.

The grant also will fund a series of small workshops, where Ag Innovations will use the lessons learned from Lake Sonoma to jumpstart similar efforts in other fire-prone Sonoma County communities.

"We are not an expert on wildfires, but we are experts in bringing people together," said Genevieve Taylor, senior facilitator for Ag Innovations.

Lake Sonoma, located 14 miles northwest of Healdsburg, is a 2,700-acre reservoir created in 1983 by the construction of Warm Springs Dam. The lake offers recreational opportunities, supplies drinking water and provides flood control.

The last major fire occurred in 1986, and the area is now rife with dead brush and trees, as well as unnaturally thick stands of living trees – all of it tinder for any advancing wild fire, Taylor said.

The fear is that a major wildfire at Lake Sonoma would contaminate the reservoir with ash, soot, silt and other debris, cutting off drinking water to more than half a million people.

In a worst-case scenario, the polluted water would then travel downstream, destroying critical salmon habitat in Dry Creek, and crippling – perhaps permanently – the current drinking water filtering system on the Russian River near Forestville.

Ag Innovations will be inviting public agencies, land owners, area residents, tribes, scientists, firefighting agencies, forestry experts and others to participate in the workshops, with the idea of eliciting as many perspectives and as much expertise as possible.

Participants will tackle such issues as managing overgrown and dead vegetation, preventing erosion and enhancing wildlife habitat. They will be asked, not just to prepare a plan, but to commit themselves and their agencies to implementing the plan they devise.

Finding answers may not be easy. The watershed encompasses 1,485 square miles of public and private land in Sonoma and Mendocino counties. Managing it will involve multiple government agencies, multiple land owners and multiple interests, jurisdictions and property rights.

“We live in a world where there are really complex problems,” Taylor said. “We know how to help multiple stakeholders identify solutions that work for them and make relationships that will help implement the solutions.”

The Sonoma County Water Agency, which treats and supplies drinking water from Lake Sonoma, will work with Ag Innovations to identify invitees to the workshops, said Ann Dubay, a water agency spokeswoman.

“At the end of this, we will know what we have to do to move forward, and have a plan for moving forward. Then we can start figuring out specific projects,” DuBay said.

The \$100,000 award is one of four grants this year from PG&E’s new Climate Resilience Initiative, the utility’s regional effort to combat the effects of climate change.

The \$2 million, 5-year grant program looks for proposals with measurable, innovative results that can be replicated in other communities, said Kit Batten, PG&E’s Climate Resilience Chief. “We’re all in this together, so we have to figure it out together. We can’t count on the past to project the future.”

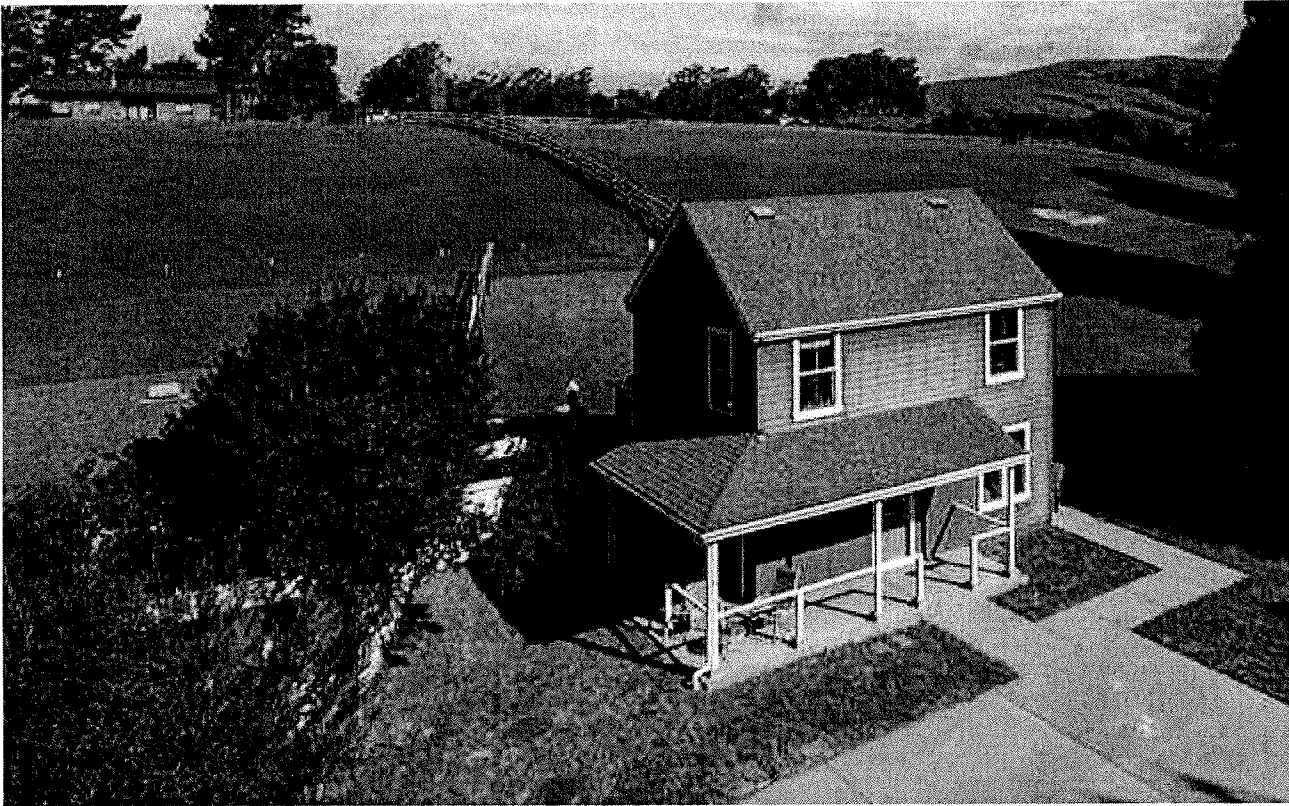
Ag Innovations was founded in 1999 around the issues of sustainability in local food networks, water supplies and ranch lands. Its services include facilitation, project management and process design. The nonprofit has annual revenues of about \$3.5 million, about half from donations and half in fees for services rendered. Its previous projects include:

Founding the Sonoma County Food System Alliance, working in partnership with local agencies, particularly the County of Sonoma Department of Health Services. The resulting “Sonoma County Healthy and Sustainable Food Action Plan” is a roadmap for how communities can come together to evaluate their local food system and create change;

Working with the state Department of Food and Agriculture and American Farmland Trust, facilitating a year-long planning process that included more than 100 agricultural, labor, environmental, and government leaders and culminated in a 20-year blueprint for sustaining California’s agricultural economy into the future;

Developing a computer system for the County of Solano that captures, stores and displays data that helps planners understand the value of agricultural land to growers and for conservation efforts.

# Elaborate effort returns West Marin home to affordable stock



The home at 31 Giacomini Way in Point Reyes Station will revert to affordable housing under an arrangement by the Community Land Trust Association of West Marin. [redfin.com](http://redfin.com)

By **Richard Halstead**, *Marin Independent Journal*

POSTED: 12/18/17, 5:34 PM PST | UPDATED: 5 HRS AGO 1 COMMENT

A three-bedroom house at 31 Giacomini Way in Point Reyes Station provides a good example of just how tricky it can be to create new affordable housing in Marin County.

Last week, the Board of Supervisors allocated \$110,000 from the county's in-lieu housing trust fund to help the Community Land Trust Association of West Marin purchase the property. As of Nov. 28, there was about \$6 million in the county fund.

CLAM bought the house on 31 Giacomini Way in April for \$834,000 and intends to sell it to a low-income family for about \$384,000.

Marin County's grant isn't the only contribution CLAM is receiving enabling it to offer the house at the reduced price. It is also receiving a \$110,000 grant from the Marin Community Foundation, \$50,000 from the Tamalpais Pacific Foundation, \$5,000 from the West Marin Fund, \$20,000 from local bank funds, \$112,071 from a local donor challenge grant and \$50,000 from other CLAM donor funds.

The irony, however, is that the house at 31 Giacomini Way was part of a large affordable housing project built by the Ecumenical Association for Housing in 2005. Marin County contributed \$3.2 million to that project and the Marin Community Foundation contributed \$1.6 million.

The project consisted of seven houses and 27 apartment units. The apartment units, a mix of one-, two- and three-bedroom units, are reserved for people making between 30 percent and 60 percent of Marin's median income of \$115,300 per year. Some of the occupants use Section 8 housing vouchers and pay as little as \$122 a month in rent; the highest rent paid for one of the apartments is \$1,612 for a three-bedroom unit.

n of the houses, including 31 Giacomini Way, however, had to be sold at market rate prices after the project  
to financial difficulties.

That was a big disappointment for the community," said Maureen Cornelia, CLAM's board president. "It is one of  
the reasons CLAM has kept its eye on those homes."

First, EAH had to scale back the size of the Point Reyes Station project from 50 housing units to 34 units due to  
opposition in the community to a larger development.

"It's a long convoluted story," said Lamar Turner, who was the project's manager at the time. "A certain contingent of  
the community thought the project was too big."

Cornelia said, "It was a different time. If you talked with people who pushed for it to be a smaller project back then,  
many of those people today realize 50 units would have been fully utilized. The need is certainly there."

Second, the federal Department of Housing and Urban Development stripped the Point Reyes project of 10 Section 8  
housing vouchers worth \$1.2 million. Several months later, HUD restored the vouchers but at a reduced value of  
about \$600,000. The voucher problem also caused a delay in construction that added another \$550,000 to the  
project's cost.

"There was a funding loss that had to be made up somehow," Turner said.

Mary Murtagh, EAH Housing's chief executive, said, "We were caught up in a bureaucratic snafu. We're very happy  
that CLAM has been able to put money together for this."

Cornelia said CLAM was able to buy the house at 31 Giacomini Way because the family who owned it had to relocate  
for a job-related reason. CLAM is accepting applications to purchase the house through Jan. 5.

To qualify, a prospective buyer must meet the federal income limit for being low income, which in Marin is \$94,850  
per year for a three-person household and \$105,350 a year for a four-person household.

CLAM will continue to own the land on which the house is located. Without the cost of the land, the property can be  
priced more affordably. If the buyers later decide to sell the property, they must sell it at an affordable price to  
another low-income person or family. The seller will be allowed to realize a modest profit on the sale.

Cornelia said, "The whole intent is to preserve affordability in perpetuity."

# Pure Water Brewing Alliance inaugurated at WEFTEC with recycled-water beer

**T**hanks to unique partnerships among water utilities and brewers from across the U.S., the WEFTEC® 2017 Innovation Pavilion was the best place in the exhibition to enjoy a cold – and environmentally sustainable – beer with colleagues.

Beginning in 2015, the Pavilion has acted as a showcase for one-off batches of safe, clean, and tasty beers made from highly treated wastewater, beginning with two brews from Clean Water Services (Portland, Ore.) and Milwaukee (Wis.) Metropolitan Sewerage District. In the following years, the field has widened to include offerings from Hillsborough County, Fla., the Water Replenishment District of Southern California (Long Beach), Pima County, Ariz., and Stone Brewing (Escondido, Calif.).

Each year, the brewers engage in friendly competition to find out which beer will be the crowd favorite. For WEFTEC 2017, attendees sampled Pure Water Brew from Portland, Ore., Clear Water Pilsner from Dragoon Brewing (Tucson, Ariz.), and 12-log Coffee Lager from Long Beach, Calif. This year also saw a unique snack: pretzels infused with wastewater-made beer from Hillsborough County, Fla.

## Getting the conversation flowing

The growing circle of reuse-beer pioneers

formally dubbed itself the Pure Water Brewing Alliance (PWBA) this year. The new group – a loose coalition of utilities, brewers, associations, and companies, will focus on combatting the “yuck factor” behind legislation that prevents recycled-water beer from appearing on store shelves. PWBA was convened this year by the Water Environment Federation (WEF; Alexandria, Va.).

Barry Liner, director of the WEF Water Science and Engineering Center, introduced the PWBA before the tasting with an account of reuse-beer's power to open minds and pique interests – even for those not old enough to partake. When his cousin's two 10-year-old daughters heard about the tasting, Liner was barraged with questions about the transition from wastewater to beer ingredient until the early hours of the morning.

“The reason we do this is to start a conversation about water quality,” Liner said.

In that regard, the tasting was a definite success. Between sips of 12-log Coffee Lager, Max Herzog of the Cleveland Water Alliance mused about holding a recycled-water beer tasting in Ohio. There have already been conversations between local utilities and breweries about this type of experimental brewing in Cleveland, and more tasting events around the country help to normalize the practice, Herzog said.

– Justin Jacques, WE&T



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