

**NORTH MARIN WATER DISTRICT
MINUTES OF REGULAR MEETING
OF THE BOARD OF DIRECTORS
January 16, 2018**

CALL TO ORDER

President Fraites called the regular meeting of the Board of Directors of North Marin Water District to order at 6:00 p.m. at the District Headquarters and the agenda was accepted as presented. Present were Directors Jack Baker, Rick Fraites, Michael Joly, Stephen Petterle, and James Grossi. Also present were General Manager Drew McIntyre, District Secretary Katie Young, Auditor-Controller David Bentley and Chief Engineer Rocky Vogler.

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

MINUTES

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

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

NOES: None

GENERAL MANAGER'S REPORT

Holiday Party

Mr. McIntyre thanked the Board members for attending the District Holiday Party and stated that it was a good time and very well attended.

Oceana Marin Homeowners Association Meeting

Mr. McIntyre informed the Board he attended the Oceana Marin Homeowners Association meeting on Saturday and there were over 40 homeowners present. He stated that he reviewed the current operations budget, advised of the cash on hand and reviewed the five-year capital improvement projects. He noted that Supervisor Rodoni also attended and discussed county issues.

NorthBay Water

Mr. McIntyre and Director Baker attended a meeting for NorthBay Water. He advised the Board that there will be five workshops to make presentations about the development of a new organization called NorthBay Water that will encompass surface water, storm water and ground water management.

Fire Chief Retirement

Mr. McIntyre advised that he will be attending the Novato Fire Protection District's Retirement party for Chief Mark Heine on January 26th.

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 were discussed:

Mrs. Young advised the Board that the Fair Political Practice Commission Form 700 is due by April 1st for the 2017 year.

Mr. Bentley advised that he received a proposed budget increase from Sonoma County Water Agency of 4.8%. He noted that tomorrow would be the first meeting to review the SCWA budget.

MONTHLY PROGRESS REPORT

Mr. McIntyre provided the Board with the Monthly Progress Report for December. He updated the Board with a summary of the current water supply conditions. He stated that Lake Mendocino is at 91% of the targeted water supply pool and Lake Sonoma is at 80%. He noted that Stafford Lake is at 37% capacity. Mr. McIntyre stated that overall water production is up with Novato potable water up 8% compared to one year ago, West Marin up 24% and Recycled Water up 17%.

Mr. Bentley provided the Board with the Monthly Report of Investments advising that at the end of the month the District had \$13.5M in the bank and the weighted average portfolio was 1.2%.

There was a discussion about backfilling Stafford Lake and Mr. McIntyre stated that he would bring more information to the Board at the 2nd Board meeting in February.

CONSENT CALENDAR

Director Petterle stated that he would like to abstain from Item #9 – San Mateo Tank Inlet/Outlet Project – Notice of Exemption.

On the motion of Director Petterle, seconded by Director Baker the Board approved items 6-8 on the consent calendar by the following vote:

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

NOES: None

CHASE BANK WATER AGREEMENT

The Board approved a water agreement for Chase Bank. New water facilities required include 180 feet of 6-inch PVC main, 5 feet of steel main, one 6-inch fire service and one commercial fire hydrant. The Board approved Resolution No. 18-02 entitled: "Authorization of Water Service Facilities Construction Agreement with Pacheco Plaza Center, LLC."

RESOLUTION OF APPRECIATION FOR NFPD FIRE CHIEF MARK HEINE

The Board approved Resolution 18-01 entitled: "North Marin Water District Resolution of Appreciation to Mark Heine."

NOTICE OF COMPLETION FOR THE RECYCLED WATER EXPANSION CENTRAL SERVICE AREA – EAST PIPELINE PROJECT

The Board authorized the General Manager to execute and file a Notice of Completion for the Recycled Water Expansion Central Service Area – East Pipeline Project.

SAN MATEO TANK INLET/OUTLET PROJECT – NOTICE OF EXEMPTION

The Board approved a Notice of Exemption with the County of Marin for the San Mateo Tank Inlet/Outlet Project.

On motion of Director Baker, seconded by Director Joly, the Board approved the San Mateo Tank Inlet/Outlet Project – Notice of Exemption by the following vote:

AYES: Director Baker, Fraites, Grossi, and Joly

NOES: None

ABSTAIN: Director Petterle

INFORMATION ITEMS

UPDATE ON POLYBUTYLENE SERVICE LATERAL POPULATION

The Board received an update and history of polybutylene service lateral population. Mr. Bentley advised the Board that the District currently has approximately 100 PB failures a year and that maintaining the planned replacement program is worthwhile.

ETHICS TRAINING FOR BOARD OF DIRECTORS AND DISTRICT OFFICERS

Mrs. Young advised the Board and elected officers (General Manager, Auditor-Controller, District Secretary and Chief Engineer) that they needed to complete a 2-hour course by April 1, 2018 on Ethics Training required by State legislation AB1234. She advised that ethics training needs to be completed every two years.

2018 STRATEGIC (LONG RANGE) PLAN DEVELOPMENT MEETINGS WITH MARTIN RAUCH

Mr. McIntyre reminded the Board and Sr. Staff that one-on-one interviews with consultant Martin Rauch will be held on January 23rd as part of the 2018 Strategic Planning. He noted that two strategic planning workshops will be held from 9am-3pm on February 13th and February 27th at NFPD Administration Building, 95 Rowland Way.

NBWA MEETING – JANUARY 5, 2018

Director Fraites provided an overview of the North Bay Water Association meeting held on January 5th. He stated that it was very informative about climate change and contained a lecture on smart climate carbon farming.

TAC MEETING- JANUARY 8, 2018

Mr. McIntyre provided a summary of the Technical Advisory Committee Meeting that was held on January 8th. He stated that the water supply conditions were reviewed and advised the Board of the annual Public Policy Facilitating Committee meeting is scheduled for February 22nd. He reminded the Board that Mark Millan will now be Chair.

MISCELLANEOUS

The Board received the following miscellaneous items: Disbursements, NMWD Board Committee Assignments 2018, Increase in Directors' Compensation, Self-Insured Workers' Comp - 2nd Quarter Status Report, Renewal of Oceana Marin Liability Insurance, City of Novato Paving Moratorium, and Water Agency Board of Directors Appoints Grant Davis as General Manager.

The Board also received the following news articles: Fire Chief succession on agenda for board, California population growth while Marin's shrinks, and Novato's next fire chief will be internal hire.

CLOSED SESSION

President Fraites adjourned the Board into closed session at 6:40 p.m. in accordance with Government Code Section 54957 for Public Employment, Title: Auditor-Controller.

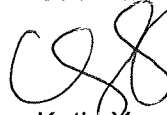
OPEN SESSION

Upon returning to regular session at 6:59 p.m., President Fraites stated that during the closed session the Board had discussed the issue and no reportable action had been taken.

ADJOURNMENT

President Fraites adjourned the meeting at 7:00 p.m.

Submitted by

A handwritten signature in black ink, appearing to be 'KJ', written over the printed name.

Katie Young
District Secretary