

**NORTH MARIN WATER DISTRICT
MINUTES OF REGULAR MEETING
OF THE BOARD OF DIRECTORS
February 21, 2017**

CALL TO ORDER

President Petterle called the regular meeting of the Board of Directors of North Marin Water District to order at 7:00 p.m. at the District headquarters and the agenda was accepted as presented. Present were Directors Jack Baker, Rick Fraites, Michael Joly, and Stephen Petterle. Also present were General Manager Chris DeGabriele, District Secretary Katie Young, Chief Engineer Rocky Vogler, and Auditor-Controller David Bentley. Director John Schoonover and Assistant General Manager Drew McIntyre were absent.

Novato Resident Alexis Petterle and District employees Pablo Ramudo (Water Quality Supervisor), Robert Clark (Operations/Maintenance Superintendent) and Tony Arendell (Construction/Maintenance Superintendent) were in the audience.

MINUTES FROM FEBRUARY 7, 2017 MEETING

On motion of Director Baker, seconded by Director Fraites the Board approved the minutes from the February 7, 2017 meeting as presented by the following vote:

AYES: Director Baker, Fraites, Joly, and Petterle

NOES: None

ABSENT: Director Schoonover

MINUTES FROM JANUARY 31, 2017 CONTINUED TO FEBRUARY 8, 2017

On motion of Director Baker, seconded by Director Fraites the Board approved the minutes from the January 31, 2017 Special Meeting which was continued to February 8, 2017 as presented by the following vote:

AYES: Director Baker, Fraites, Joly, and Petterle

NOES: None

ABSENT: Director Schoonover

GENERAL MANAGER'S REPORT

State Water Resource Control Board

Mr. DeGabriele advised the Board that he attended the SWRCB hearing on February 8, 2017 where the State Water Board adopted a resolution continuing the Emergency Urban Water Conservation Regulations. He stated that he spoke before the Board and hand delivered a copy of

the letter President Petterle had signed to the Governor which urged him to repeal or rescind his drought declaration. He advised the Board that his comments recapped the District's performance, current water supply conditions and the previous statements made to the State Water Board.

Marin LAFCo

Mr. DeGabriele advised the Board that he attended the Marin LAFCo meeting on February 9th where LAFCo released its revised Policy on Approving Outside Service Agreements pursuant to SB239 for public comment. He stated that Marin LAFCo's intent is to make retail Recycled Water outside service agreements subject to LAFCo review. He informed LAFCo that he believes they don't have legal authority to do this, that the District would not support it and the District needs every opportunity to sell this very expensive product and offset potable water use.

Mr. DeGabriele further informed the Board that Marin LAFCo has asked if Special District's are okay with receiving candidate ballots by email. He opined that he thinks it's a good idea but would like consensus from the Board and he would continue to bring the ballot to the Board for the appropriate voting decision. The Board agreed to receiving Marin LAFCo candidate ballots by email.

OPEN TIME

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

STAFF / DIRECTORS' REPORTS

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

Mr. Clark advised the Board that the rain storm over the last couple of days totaled just less than 3 inches. President Petterle asked where the Monthly Progress Report's rain gauge was located. Mr. Clark stated that there are two, one in the Administrative parking lot, and one on top of Stafford Lake dam.

MONTHLY PROGRESS

Mr. DeGabriele provided the Board with the Monthly Progress Report for January. He stated that water production is up by 20% year to date compared to last fiscal year, but is still down 9% compared to January 2013, the State's benchmark for water conservation. He advised that in West Marin, water production is about the same as one year ago year-to-date, but down 28% compared to January 2013. He stated that as of today Novato has received 36.5 inches of rain and Stafford Lake holds about 5,000AF, as the flood control slot is holding back approximately 600AF to prevent flooding downstream. Mr. DeGabriele informed the Board that on the Russian River, Lake

Mendocino holds just under 90,000AF and Lake Sonoma just over 300,000AF, and that both of these reservoirs are encroaching into their flood control pools. He stated that in Oceana Marin, the storage pond has not over topped, irrigation continues and conversations have started with the North Coast Regional Water Quality Control Board to inform them of operations status. He noted that overall, year to date complaints are up 42% compared to one year ago, principally due to the estimated meter reading issue. He stated that over \$112K has been issued in bill adjustments.

Mr. Bentley provided an update on the Monthly Report of Investments. He advised that the District holds \$13.4M in its investment portfolio earning 0.89% interest.

CONSENT CALENDAR

Prior to considering the consent calendar, Director Baker inquired what the Specification Score was for the Compact Track Loader Replacement bid comparison. Mr. Clark replied that District Staff compiled a list of 94 specific items related to the equipment upon which an evaluation was done for each bid. He further advised that it was not anticipated any vendor would meet all 94 elements but that the Bobcat equipment met 93 of the items.

Also prior to consent, Director Baker advised he was not familiar with the firm GHD for which a General Services Agreement for engineering services was proposed. Mr. DeGabriele replied that GHD was formerly known as Winzler & Kelly and the District has used their services for many years.

Also prior to consent, Director Baker questioned whether entities using the District Board Room pursuant to Policy 38 were assigned more than one key. Mr. DeGabriele replied that only one key is assigned to the nonprofit party paying the fee. Director Fraites asked whether any entity can use the Board room and was advised that any nonprofit entity within the District service area is eligible and the Board has approval discretion.

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

AYES: Director Baker, Fraites, Joly, and Petterle

NOES: None

ABSENT: Director Schoonover

AUTHORIZE COMPACT TRACK LOADER REPLACEMENT PURCHASE

The Board authorized staff to purchase a new compact track loader from Bobcat of Santa Rosa for a total cost of \$67,495. The base unit cost is just over \$56,000 and attachments (dust control water tank system, 72" sweeper broom and 6-way dozer blade) totals just over \$11,000. Other vendors solicited included Garton Tractor (Kubota) and Peterson Caterpillar. The John Deere vendor did not respond with a bid.

GHD INC. GENERAL SERVICES AGREEMENT

The Board authorized the General Manager to execute a General Consulting Services Agreement with GHD, Inc. with a not-to-exceed limit of \$30,000. GHD (formerly Winzler & Kelly) has been used for a number of years to assist with various engineering services on an as needed basis. One of the first task orders will be for cathodic protection design of the jack and bore pipeline crossing under highway 101 as part of the Recycled Water Central Service Area Expansion.

REDWOOD HOMEOWNERS ASSOCIATION USAGE OF BOARD ROOM

The Board authorized Redwood Townhomes to utilize the Board Room pursuant to Policy #38, Use of NMWD Meeting Room/Conditions of Use. Redwood Townhomes is a non-profit Homeowners Association located within the service territory and is eligible to use the meeting room pursuant to the policy.

INFORMATION ITEMS

2ND QUARTER FY16/17 – WATER QUALITY REPORT

Pablo Ramudo provided the Board with the second quarter Water Quality Report. He stated that water served to the communities of Novato and Pt. Reyes met all federal and state primary and secondary water quality standards during the 2nd quarter of Fiscal Year 2016/17. He noted that no taste and odor complaints related to algae in Stafford Lake were received during the quarter and that Stafford Lake Treatment Plant was able to remove 73% of total organic carbon, well above the 40% requirement of the Enhanced Surface Water Treatment Rule.

Director Fraites asked whether there had been further conversation with the Grossi Ranch regarding nutrient loading on the water shed. Mr. Ramudo replied that District staff had met with Grossi in early January soliciting comments on the Taste & Odor report and that staff has not received comments back.

Mr. Ramudo advised the Board that in Pt. Reyes salinity intrusion parameters have dropped off as the system has been using Gallagher Well as the primary source. He stated that there were lower levels of bromide and disinfection bi-products. He noted that treatment was excellent and no metals or coliforms were detected and distribution chlorine was good.

MID-YEAR OPERATIONS/MAINTENANCE 16/17 UPDATE

Robert Clark, updated the Board on the mid-year Operations and Maintenance performance. He recapped the safety committee activities during the quarter and advised that the District finished calendar year 2016 with 118 consecutive days without a lost day incident. He indicated that Stafford Treatment Plant produced 415MG between July and December and shut down production on November 23rd. He informed the Board that he expects to reach 100% of the annual target (750MG) by the end of June. He advised the Board that staff has completed the tank access and level alarms for all tank sites in Novato and West Marin and completed the final RTU upgrade for Diablo Hills Pump Station and converted leased telephone communication lines to radio telemetry at Cherry Hill and Hayden Tank sites and PRE-1 and Inverness Park Tank sites. Mr. Clark stated he did not believe additional radio communication could be advanced further since the rolling topography makes it very difficult. He stated that in Oceana Marin the dosing siphon repair was completed, enabling the ponds to be drawn down before the winter rains began.

Director Baker questioned whether the District has Recycled Water customers other than the City of Novato and suggested a list of customers come back to the Board at some future meeting. Mr. Clark replied it would be good to provide that list once the Central Service Area Recycled Water project is completed.

2017 URBAN AREA WATER COST COMPARISON

Mr. Bentley reviewed the 2017 Urban Area Water Cost Comparison. He advised that the annual comparison has been prepared by NMWD since 1975. He stated that currently, the District's Novato cost of water ranks 10th out of the 17 comparison agencies, unchanged from one year ago. He noted that Novato single-family residential household consumption is now calculated at 90,900 gallons, down almost 10,000 from last year, rendering an annual cost of water at \$656 down 2% from the prior year. Mr. Bentley advised that the District's tier rates are not a component of the median customers cost as only 20% of single family residential customers used enough water in 2016 to be subject to a tier rate.

President Petterle asked if the District was at a lower ranking compared to a year ago. Mr. Bentley stated that the District is at the same rank as last year.

Director Baker asked why Town of Windsor is so low. Mr. DeGabriele responded that although Town of Windsor is a customer of SCWA, they directly divert from the Russian River and do not pay the same rates as other water contractors for that direct diversion.

Director Joly inquired about the bi-monthly service charge and asked what most affects the price. Mr. Bentley stated that the monthly service charge is a fixed charge mostly for debt service, meter reading, and administrative billing.

CONSOLIDATION OF ELECTIONS

Mr. DeGabriele informed the Board about Senate Bill No. 415 – The California Voter Participation Rights Act on the consolidation of elections. He stated that the bills intent is to remedy low voter turnout of local elections in “off-cycle” election years (odd years). He stated that by November 2022, the District will be required to move its regular election coincident with the state-wide election (November of even number years).

Mr. DeGabriele advised the Board that he has spoken to District legal counsel and the County of Marin’s Election Department who have both advised the District to not rush the change of election dates. He informed the Board that Novato Sanitary District has already pushed out their Director terms by one year to coincide with the statewide election.

MISCELLANEOUS

The Board received the following miscellaneous information: Disbursements.

The Board received the following news articles: California retains drought measures, despite wet weather and Coin toss decides North Marin water board seat

The Board also received the following new articles at the meeting: Help me Rhonda: Dennis Rodoni hires second aid and the following miscellaneous item: Sonoma Marin Saving Water Partnership: Annual Report 2015-2016.

ADJOURNMENT

President Petterle adjourned the meeting at 7:42 p.m.

Submitted by



Katie Young
District Secretary