



NORTH MARIN WATER DISTRICT
AGENDA - REGULAR MEETING
 March 17, 2015 – 7:00 p.m.
 District Headquarters
 999 Rush Creek Place
 Novato, California

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Est. Time	Item	Subject
7:00 p.m.	CALL TO ORDER	
	1. APPROVE MINUTES FROM REGULAR MEETING , March 3, 2015	
	2. GENERAL MANAGER'S REPORT	
	3. OPEN TIME: (Please observe a three-minute time limit)	
	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. STAFF/DIRECTORS REPORTS	
	5. MONTHLY PROGRESS REPORT	
	CONSENT CALENDAR 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.	
	6. Consent – Approve: Marin LAFCO Special District Regular Member Election Ballots	
	7. Consent – Approve: Marin LAFCO Special District Alternate Member Election Ballots	
7:30 p.m.	ACTION CALENDAR	
	8. Approve: Long-Range Master Plan Update for Oceana Marin Wastewater System- Award Contract to Nute Engineering	
	9. Approve: Novato Water System Rate Increase Letter	
	INFORMATION ITEMS	
	10. Aqueduct Energy Efficiency Project (Reach A-D) – Progress Report No. 3 (Vali Cooper & Associates)	
	11. Replacement Vehicle Expenditures Update	
	12. FY15/16 CalPERS Employer Rate	
	13. SWRCB Amended Emergency Regulations for Urban Water Conservation	

All times are approximate and for reference only.

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

(Continued)

Est. Time	Item	Subject
	14.	MISCELLANEOUS Disbursements Rate Increase Notice RWQCB Notice of Proposed Settlement Agreement Ltr. from City of Sonoma re: Fluoridation of Drinking Water Ltr. re: City of Novato General Plan Update Carbon Free Water achievement Donation Thank You Letter Salinity Notice (3/3) <u>News Articles:</u> Russian River Salmon and Steelhead Monitoring Program Awarded \$1.8M Grant to continue work
8:30 p.m.	15.	ADJOURNMENT

1

DRAFT
NORTH MARIN WATER DISTRICT
MINUTES OF REGULAR MEETING
OF THE BOARD OF DIRECTORS
March 3, 2015

CALL TO ORDER

President Baker 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, Stephen Petterle, and John Schoonover. Also present were General Manager Chris DeGabriele, District Secretary Katie Young, Auditor-Controller David Bentley and Chief Engineer Drew McIntyre,

District Legal Counsel, Joe Wiley (Wiley, Price & Radulovich), District employees Ryan Grisso (Water Conservation Coordinator), Robert Clark, (Maintenance/Operations Superintendent) and Tony Arendell (Construction/Maintenance Superintendent) were in the audience.

CLOSED SESSION

President Baker adjourned the Board into closed session at 7:00 p.m. in accordance with Government Code Section 54957 for Public Employee Performance Evaluation (One), Title: General Manager.

OPEN SESSION

Upon returning to regular session at 7:22 p.m., President Baker stated that during the closed session the Board had discussed the issue and no reportable action had been taken.

MINUTES

On motion of Director Schoonover, seconded by Director Petterle and unanimously carried the Board approved the minutes from the previous meeting as presented.

GENERAL MANAGER'S REPORT

Water Supply

Mr. DeGabriele reviewed updated Russian River water supply charts and stated that Lake Mendocino was at 68,000AF through February and Lake Sonoma held over 218,000AF. He advised the Board that PG&E's stoppage valve repair at the Potter Valley Project has been completed. Mr. DeGabriele advised the Board that Stafford Lake continues to spill.

Mr. DeGabriele advised the Board that at the April 21st Board meeting, Sonoma County Water Agency will be making a presentation on the Potter Valley Project & Upper Russian River Water Supply.

1 Fluoridation

2 Mr. DeGabriele advised the Board that he has participated in two meetings about
3 fluoridation of the Sonoma County Water Agency water supply. He stated that he is a member of the
4 Fluoridation Advisory Committee representing the Technical Advisory Committee and has also
5 volunteered to prepare a summary of what was studied over the last two years about fluoridation
6 and provide a recommendation to the Sonoma County Department of Health Services. Mr.
7 DeGabriele stated that the fluoridation of the Sonoma County Water Agency water supply is feasible
8 and will cost around \$4.5M in capital costs and just under \$600K a year for operations and
9 maintenance. He noted that the funding must not impact the rate payers or taxpayers and that the
10 Cities of Sonoma and Cotati have formally opposed fluoridation and sent letters to the Board of
11 Supervisors.

12 Coastal Sea Level Rise

13 Mr. DeGabriele informed the Board that he, Robert Clark and Drew McIntyre met with the
14 County of Marin staff to discuss coastal sea level rise and identified the District's facilities in the
15 coastal areas. He noted that he will be attending a CSMART Technical Advisory Committee Meeting
16 on Friday, March 13th in Bolinas.

17 Director Fraites asked which sites of the Districts were vulnerable. Mr. DeGabriele stated
18 that the Olema Pump Station along with pipelines in low lying roadways are vulnerable. He stated
19 that the good news was that the mapping provided to date showed the Gallagher Well was outside
20 of the sea level rise area.

21 Junior Accessory Dwelling Units

22 Mr. DeGabriele reminded the Board of the letter received from the City of Novato's Mayor
23 about the connection fees for junior secondary dwelling units. He advised the Board that he, Drew
24 McIntyre and David Bentley met and agreed that some type of connection fee is warranted and will
25 come back to the Board with alternatives fee and a recommendation for the Board to consider.

26 **OPEN TIME**

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

29 **STAFF/DIRECTORS REPORTS**

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

1 Robert Clark advised the Board that District employee Sue Kessler was hit by a car in
2 Southern Novato while crossing the street in a cross walk. He stated that she will undergo surgery
3 on her ankle and knee but is in high spirits. Mr. Clark also advised the Board that staff will have bi-
4 annual CPR/First-Aid Training this week.

5 Mr. McIntyre advised that Board that an encroachment permit in City bike path adjacent to
6 Hwy 101 in South Novato for the Central Area Recycled Water pipeline has been authorized and
7 that District Associate Engineer, Carmela Chandrasekera did a great job working with CalTrans to
8 get this completed.

9 Katie Young reminded the Board and staff that form 700's are to be completed by April 1st
10 and that the District Company Picnic has returned and is scheduled for Saturday, July 25th at 11am
11 at Stafford Lake. She noted that the District will also be celebrating John Mello's retirement at the
12 party.

13 President Baker advised the Board that he attended a meeting for the Novato Watershed
14 Program policy advisory committee and stated that it was a good meeting where a PowerPoint
15 presentation was shown about progress to date. He advised the Board that he will be attending the
16 North Bay Water Reuse Authority meeting in Sacramento tomorrow to lobby elected officials to
17 support the North Bay Water Reuse Authority recycled water development.

18 **ACTION CALENDAR**

19 **OPTIONAL WATER CONSERVATION PROGRAMS FOR 2015**

20 Ryan Grisso, Water Conservation Coordinator, reminded the Board that at the mid-year
21 Water Conservation report staff described three program enhancement options to be funded with
22 budget reserves and Prop 84 Grant reimbursements.

23 Mr. Grisso provided the Board with a brief summary of the three programs; 1) Cash for
24 Grass Program – to receive up to \$1.00 per square foot, to receive both the Cash for Grass rebate
25 level of \$0.50 per square foot and the Lawn be Gone incentive if the customer installs California
26 Native low water use plants or habitat landscape; 2) Recycled Water Onsite Retrofits – remaining
27 sites along the recycled water expansion areas requiring retrofit including Lanham Village HOA and
28 Hamilton Park HOA; 3) Toilet Distribution –toilet giveaway requiring customers to complete a Water
29 Smart Home Survey prior to receiving a free ultra-high efficiency toilet (UHET).

30 On motion of Director Pettele, seconded by Director Fraites, the Board authorized the
31 recommended Cash for Grass program enhancements, approved and authorized staff to pursue the
32 onsite recycled water retrofit construction where feasible, and approved and authorized staff to

1 purchase UHET's intended for customer distribution, all to be funded with FY15 water conservation
2 budget reserves and Prop 84 Grant reimbursements in FY15 by the following vote:

3 AYES: Directors Baker, Fraites, Petterle, Rodoni, Schoonover

4 NOES: None

5 **STAFFORD DAM EMERGENCY ACTION PLAN – CONTRACT TO MICHAEL BAKER**
6 **INTERNATIONAL**

7 Mr. McIntyre advised the Board that current FY15 Operations Budget includes \$100,000 to
8 prepare an Emergency Action Plan and new flood inundation map. He noted that the current dam
9 failure flood inundation map was prepared over 40 years ago and needs to be updated. Mr. McIntyre
10 informed the Board that a more focused EAP as recommended by the the California Department of
11 Water Resources, Division of Safety of Dams enhances the District's emergency preparedness level
12 as it relates to Stafford Dam. He noted that the plan is not required by state regulations.

13 Mr. McIntyre informed the Board that a Request for Proposals was mailed in November
14 2014 to eleven companies and three returned proposals. He stated he and Robert Clark reviewed
15 the proposals ranking each firm based on selected criteria. He advised the Board that upon
16 reviewing the proposals, staff chose Michael Baker International because of their extensive
17 experience preparing multiple EAP's and that Mr. Dave Jeffries is their local training consultant, who
18 is currently also working with Novato Fire Protection District and Novato Police Department on
19 emergency preparedness training.

20 Mr. McIntyre stated that staff has negotiated the scope of work and budget over the last
21 month and that the expenses for the contract will be incurred primarily through the end of this fiscal
22 year; however it may be that some final work could extend into FY16. He recommended that the
23 Board authorize the General Manager to execute an agreement with Michael Baker International
24 with a limit of \$90,000 plus a contingency of \$9,000.

25 Director Rodoni asked about the overall cost of the project and questioned if the District was
26 paying for the airfare of one of the project team members. Mr. McIntyre stated that one of the project
27 team members is in the east coast office and will be making one trip which was included in the
28 overall cost of the project.

29 President Baker asked if there was a suggested frequency for updating the emergency plan.
30 Mr. McIntyre informed the Board that the emergency plan is not required by the State of California
31 and the District has the dam inspected once a year by the Division of Safety and Dams, who
32 encouraged having an emergency action plan prepared.

1 On motion of Director Schoonover, seconded by Director Petterle, the Board authorized the
2 General Manager to execute an agreement between Michael Baker International and the District for
3 consulting engineering services with a not to exceed limit of \$90,000 plus a contingency of \$9,000
4 by the following vote:

5 AYES: Directors Baker, Fraites, Petterle, Rodoni, Schoonover

6 NOES: None

7 **ADMINISTRATIVE CIVIL LIABILITY COMPLAINT #R2-2014-1024 UNAUTHORIZED**
8 **CHLORINATED WATER DISCHARGE FROM WILD HORSE STORAGE TANK**

9 Mr. DeGabriele provided the Board with the background regarding the incident of
10 unauthorized chlorinated water discharge from Wild Horse Storage Tank into Vineyard Creek where
11 a customer alerted the San Francisco Regional Water Quality Control Board (SFRWQCB). He
12 advised the Board that originally the SFRWQCB issued an Administrative Civil Liability Complaint for
13 the discharge and proposed a fine of \$45,500. He noted that upon settlement negotiations, the fine
14 now stands at \$38,100, including \$14,000 proposed for a Supplemental Environmental Project
15 (SEP). Mr. DeGabriele provided a brief description of the SEP which proposes to remove an area of
16 invasive non-native blackberries and restore the creek embankment with native plantings as a
17 STRAW (Students and Teachers Restoring a Watershed) project. He noted that the District will be
18 responsible for the environmental review and the funding and the County will remove the invasive
19 blackberries. He stated that the expected work is to be completed by the end of this calendar year.

20 Mr. DeGabriele provided the Board with maps which showed the location of the Wild Horse
21 Tank, the location of the overflow and the location where the SEP will be located.

22 Director Fraites asked if there was any damage done to the biological make-up of the creek
23 from the chemicals. Mr. DeGabriele stated that there was no observed damage resulting from
24 chlorine in the water and no fish injury or deaths.

25 On motion of Director Petterle, seconded by Director Schoonover, the Board authorized the
26 General Manager to accept and sign the ACL complaint #R2-2014-1024 and carryout the
27 Supplemental Environmental Projects as proposed by the following vote:

28 AYES: Directors Baker, Fraites, Petterle, Rodoni, Schoonover

29 NOES: None

1 **INFORMATION ITEMS**

2 **CONSIDER NOVATO COMMODITY RATE STRUCTURE SIMPLIFICATION**

3 Mr. Bentley provided the Board with a PowerPoint Presentation to consider simplifying the
4 Novato commodity rate structure. Mr. McIntyre oriented the Board on the different zones in the
5 Novato area with a color coded map. Mr. Bentley went over the history of the Novato commodity rate
6 structure and proposed that the rate structure be reduced to 10 different rates. There was a lengthy
7 discussion among the Board and staff about simplifying the rate structure.

8 President Baker and Director Schoonover requested a copy of the color coded zone map
9 that was presented.

10 President Baker expressed concern about equity among customers if the zones were
11 combined.

12 Director Petterle advocated for one tier rate system for all customers.

13 Director Rodoni asked if there was cost savings to combining the zones and would a
14 customer in zone B be in favor of the change. Mr. Bentley stated that it would simplify administrative
15 duties.

16 Mr. Bentley advised the Board that he has heard the Board's comments and concerns and
17 will not make any changes to the commodity rate structure now but will perform further analysis and
18 bring the information back to the Board next year.

19 **NBWRA MEETING UPDATE – JANUARY 26, 2015**

20 Mr. McIntyre provided a summary of the North Bay Water Reuse Authority Meeting from
21 January 26th. He stated that he and Director Schoonover attended and that there is \$133M for
22 recycled water projects in Proposition 1 Water Bond funding available in the future. He noted that
23 staff has been accelerating the Recycled Water Central Service Area Project should an opportunity
24 to apply for more Proposition 1 grant fund money arise. He advised the Board that there is left over
25 money from the NBWRA Phase 1 projects and the agencies who have projects remaining will meet
26 to share the remaining funds.

27 **NEXT STEPS FOR EXPIRING SWRCB EMERGENCY WATER CONSERVATION REGULATIONS**

28 Mr. DeGabriele advised the Board that the State Water Resources Control Board is
29 reviewing the current Emergency Water Conservation Regulations for the local water supply. He
30 stated that although the District local water supply is in good shape, the state is not. He provided the
31 Board with the information the State is contemplating and stated that he will participate in a

1 conference call on Thursday about the State Board's plan to update and extend the emergency
2 water conservation regulations.

3 **TAC MEETING – MARCH 2, 2015**

4 Mr. DeGabriele provided the Board with a summary of the Technical Advisory Committee
5 Meeting held on March 2nd. He stated that the Sonoma County Water Agency's draft budget was
6 distributed and that the District's proposed water rate is a 5% increase this year. He informed the
7 Board that the TAC voted to endorse the budget and recommend approval at the April 6th special
8 meeting of the Water Advisory Committee. He noted that the Sonoma County Water Agency will
9 adopt the budget at their April 30th meeting.

10 Mr. DeGabriele advised the Board that the State Board continues to measure the water
11 conservation against the 2013 metric and that through January 2015, the region is down almost
12 14,000AF, a 16% reduction for the year.

13 **NBWA MEETING – MARCH 6, 2015**

14 President Baker advised the Board that he will be attending the North Bay Water
15 Association Meeting on Friday, March 6th.

16 **MISCELLANEOUS**

17 The Board received the following miscellaneous items: Disbursements, Salinity Notice
18 (2/20), and a NBLSA North Bay Cost Comparison Flyer.

19 The Board also received the following news articles: Sonoma Council to take up fluoridation
20 issue Wednesday, Fees cut at Marin County regional parks, New chief building official hits ground
21 running, Sonoma County grape growers use technology to battle frost, and Most worry about
22 drought but dislike mandatory restrictions.

23 The Board received the following miscellaneous items at the Board meeting: WAC/TAC
24 Meeting – March 2, 2015, Salinity Notice (2/24) and the following news article: Seashore Lodge,
25 restaurant and deli change ownership.

26 **ADJOURNMENT**

27 President Baker adjourned the meeting at 8:48 p.m.

28 Submitted by
29

30
31
32 Katie Young
33 District Secretary

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NORTH MARIN WATER DISTRICT
MONTHLY PROGRESS REPORT FOR February 2015
 March 17, 2015

1.

Novato Potable Water Prod - RR & STP Combined - in Million Gallons - FYTD

Month	FY14/15	FY13/14	FY12/13	FY11/12	FY10/11	15 vs 14 %
July	319	385	389	371	379	-17%
August	301	360	396	373	368	-16%
September	276	332	346	347	358	-17%
October	221	313	283	249	278	-29%
November	173	229	166	183	164	-24%
December	129	182	146	156	141	-29%
January	137	168	151	178	146	-18%
February	120	119	148	147	134	1%
FYTD Total	1,676	2,087	2,026	2,004	1,968	-20%

West Marin Potable Water Production - in Million Gallons - FY to Date

Month	FY14/15	FY13/14	FY12/13	FY11/12	FY10/11	15 vs 14 %
July	8.6	9.3	9.8	9.2	9.9	-7%
August	8.5	9.3	9.7	9.4	9.9	-8%
September	7.8	8.5	8.3	8.7	9.2	-9%
October	5.4	8.0	7.4	6.5	7.8	-33%
November	4.6	6.8	5.2	5.1	4.9	-33%
December	4.7	6.4	4.5	4.9	4.8	-26%
January	4.4	5.9	5.0	4.8	4.3	-24%
February	3.9	4.4	4.4	4.5	3.9	-11%
FYTD Total	47.9	58.6	54.3	53.2	54.8	-18%

* The Aug/Sept 2014 billing was down 24% from 2013. The variance with production is presumably due to NMWD distribution system leaks.

Stafford Treatment Plant Production - in Million Gallons - FY to Date

Month	FY14/15	FY13/14	FY12/13	FY11/12	FY10/11	15 vs 14 %
July	83	98	49	115	109	-15%
August	61	83	83	126	108	-26%
September	26	56	72	77	112	-53%
October	0	82	88	113	111	-
November	8	5	64	106	95	64%
December	0	2	0	49	0	-
January	0	0	21	0	0	-
February	24	0	57	0	0	-
FYTD Total	202	326	433	586	536	-38%

Recycled Water Production - in Million Gallons - FY to Date

Month	FY14/15	FY13/14	FY12/13	FY11/12	FY10/11	15 vs 14 %
July	21.8	27.6	11.2	11.0	11.9	-21%
August	26.0	26.2	10.5	12.2	11.2	-1%
September	19.2	18.6	8.5	9.6	9.5	3%
October	9.4	15.8	0.0	0.0	2.6	-41%
November	3.7	6.4	0.0	0.0	0.0	-42%
December	1.6	1.6	0.0	0.0	0.0	0%
January	0.8	1.2	0.0	0.0	0.0	-35%
February	0.8	1.8	0.0	0.0	0.0	-53%
FYTD Total*	83.2	99.1	30.2	32.8	35.2	-16%

*Excludes potable water input into the RW system: FY15=6.9MG; FY14=8.7MG.

t:\ac\evco\wtr use\production.xlsx\mo rpt

2. Stafford Lake Data

	February Average	February 2014	February 2015
Rainfall this month	5.07 Inches	1.59 Inches	2.22 Inches
Rainfall this FY to date	20.70 Inches	9.32 Inches	24.49 Inches
Lake elevation*	191.7 Feet	186.3 Feet	195.9 Feet
Lake storage**	1,091 MG	761 MG	1,385 MG

* Spillway elevation is 196.0 feet

** Lake storage less 390 MG = quantity available for delivery

Temperature (in degrees)

	Minimum	Maximum	Average
February 2014 (Novato)	34	87	59
February 2015 (Novato)	33	84	59

3. Number of Services

February 28	Novato Water			Recycled Water			West Marin Water			Oceana Marin Swr		
	FY15	FY14	Incr %	FY15	FY14	Incr %	FY15	FY14	Incr %	FY15	FY14	Incr %
Total meters	20,747	20,732	0.1%	48	47	2%	821	820	0.1%	-	-	-
Total meters active	20,492	20,486	0.0%	44	44	0%	777	776	0.1%	-	-	-
Active dwelling units	23,943	23,931	0.1%	0	0	-	823	813	1.2%	229	229	0.0%

4. Oceana Marin Monthly Status Report (February)

Description	February 2014	February 2015
Effluent Flow Volume (MG)	0.658	0.564
Irrigation Field Discharge (MG)	0	0.254
Treatment Pond Freeboard (ft)	4.1	3.6
Storage Pond Freeboard (ft)	9.4	4.4

5. Developer Projects Status Report (February)

Job No.	Project	% Complete	% This month
2.2773.00	Koch Single Family	95	5
1.2777.00	Walnut Meadows	95	10
1.2776.00	Shell Gas Station	90	5

District Projects Status Report - Const Dept (February)

Job No.	Project	% Complete	% This month
1.6600.54	Stafford Start Up Flushing	95	5

Employee Hours to Date, FY 14/15

As of Pay Period Ending February 28, 2015

Percent of Fiscal Year Passed = 66 %

Developer Projects	Actual	Budget	% YTD Budget	District Projects	Actual	Budget	% YTD Budget
Construction	846	1,400	60	Construction	2,316	4,979	47
Engineering	242	1,480	16	Engineering	3,274	3,546	92

6. Safety/Liability

FY through February 15
FY through February 14

Industrial Injury with Lost Time				Liability Claims Paid	
Lost Days	OH Cost of Lost Days (\$)	No. of Emp. Involved	No. of Incidents	Incurred (FYTD)	Paid (FYTD) (\$)
165	83,160	1	0	3	2,674
60	24,960	1	0	1	557

Days without a lost time accident through February 28, 2015= 274 days

7. Energy Cost

FYE	February			Fiscal Year-to-Date thru February		
	Kwh	¢/Kwh	Cost/Day	Kwh	¢/Kwh	Cost/Day
2015 Stafford TP	44,201	18.1¢	\$286	419,893	17.8¢	\$308
Pumping	62,719	15.8¢	\$330	888,627	16.5¢	\$598
Other*	36,151	18.3¢	\$220	318,774	21.2¢	\$275
	143,072	17.1¢	\$817	1,627,293	17.8¢	\$1,179
2014 Stafford TP	36,804	17.1¢	\$225	448,980	17.1¢	\$315
Pumping	150,575	14.2¢	\$668	1,190,211	15.4¢	\$748
Other*	37,771	16.9¢	\$199	356,120	19.8¢	\$287
	225,151	15.1¢	\$1,136	1,995,312	16.6¢	\$1,354
2013 Stafford TP	55,582	17.0¢	\$338	388,585	15.7¢	\$247
Pumping	209,697	8.3¢	\$500	907,875	15.5¢	\$615
Other*	49,777	14.8¢	\$217	290,287	20.4¢	\$262
	315,056	10.9¢	\$1,144	1,586,748	16.5¢	\$1,136

*Other includes West Marin Facilities

8. Water Conservation Update

	Month of February 2015	Fiscal Year to Date	Program Total to Date
High Efficiency Toilet (HET) Rebate (\$100 each)	12	188	3,131
Retrofit Certificates Filed	14	168	5,197
Cash for Grass Rebates Paid Out	9	87	648
Washing Machine Rebates	9	105	6,549
Water Smart Home Survey	17	221	1,977

9. Utility Performance Metric

<u>SERVICE DISRUPTIONS</u>	February 2015 No. of Customers Impacted	February 2014 No. of Customers Impacted
PLANNED		
Duration Between 0.5 and 4 hours	12	22
Duration Between 4 and 12 hours		
Duration Greater than 12 hours	1	
UNPLANNED		
Duration Between 0.5 and 4 hours	4	6
Duration Between 4 and 12 hours		
Duration Greater than 12 hours		

<u>SERVICE LINES REPLACED</u>	February 2015	February 2014
Polybutylene	5	19
Copper (Replaced or Repaired)	10	1

NORTH MARIN WATER DISTRICT

Summary of Complaints & Service Orders February 2015

3/9/2015

<u>Type</u>	<u>Feb-15</u>	<u>Feb-14</u>	<u>Action Taken February 2015</u>
<u>Consumers' System Problems</u>			
Service Line Leaks	11	0	~
Meter Leak Consumer's Side	2	13	Notified Consumer
House Plumbing	0	0	~
Noisy Plumbing	0	1	~
Seepage or Other	0	0	~
House Valve / Meter Off	1	8	Notified Consumer
Nothing Found	8	5	Notified Consumer
Low Pressure	0	0	~
High Pressure	0	0	~
Water Waster Complaints	0	0	~
Total	22	27	
<u>Service Repair Reports</u>			
Register Replacements	0	0	~
Meter Replacement	1	3	Replaced
Meter Box Alignment	0	0	~
Meter Noise	0	0	~
Dual Service Noise	0	0	~
Box and Lids	0	0	~
Water Off/On Due To Repairs	6	4	Notified Consumer
Misc. Field Investigation	0	0	~
Total	7	7	
<u>Leak NMWD Facilities</u>			
Main-Leak	0	0	~
Mains-Nothing Found	0	0	~
Mains-Damage	0	0	~
Service- Leak	12	2	Repaired
Services-Nothing Found	4	5	Notified Consumer
Service-Damaged	0	0	~
Fire Hydrant-Leak	1	2	Repaired
Fire Hydrants-Nothing Found	0	0	~
Fire Hydrants-Damaged	0	0	~
Meter Replacement	0	0	~
Meters-Leak	0	0	~
Meters-Nothing Found	0	0	~
Meters Damaged	0	0	~
Washer Leaks	5	4	Replaced
Total	22	13	
<u>High Bill Complaints</u>			
Consumer Leaks	2	9	Notified Consumer
Meter Testing	0	0	~
Meter Misread	1	4	Notified Consumer
Nothing Found	5	16	Notified Consumer
Projected Consumption	0	0	~
Excessive Irrigation	0	0	~
Total	8	29	

NORTH MARIN WATER DISTRICT

Summary of Complaints & Service Orders February 2015

3/9/2015

Type	Feb-15	Feb-14	Action Taken February 2015
<u>Low Bill Reports</u>			
Meter Misread	0	0	~
Stuck Meter	0	0	~
Nothing Found	0	0	~
Projected Consumption	0	0	~
Minimum Charge Only	0	0	~
Total	0	0	

Water Quality Complaints

Taste and Odor	1	2	<i>Customer reported bad taste in water. (Marcy Ct)</i> Taste was possibly due to chlorine. Flushing was recent in the area.
Color	1	1	<i>Customer reported brown water (Arnold Dr)</i> Color water due to flushing. Site was flushed again to clear the brown water.
Turbidity	0	0	~
Suspended Solids	0	1	~
Other	2	2	<i>Reported plastic pieces coming out of kitchen tap. (Alameda De La Loma)</i> Bacteria clean. The plumber replaced the faucet and said the pieces were likely from the hose lining. <i>Reported mineral deposits. (Los Cedros Dr)</i> Measured hardness was normal for NMWD.
Total	4	6	
TOTAL FOR MONTH:	63	82	-23%

Fiscal YTD Summary

Consumer's System Problems	220	232	-5%	<u>Change Primarily Due To</u> Decrease In Meter Lks Consumer Side
Service Repair Report	81	79	3%	Increase Water On/Off For Repairs
Leak Complaints	243	185	31%	Increase In NMWD Service Leaks
High Bill Complaints	239	297	-20%	Decrease In Consumer Leaks
Low Bills	7	0	0%	~
Water Quality Complaints	26	52	-50%	Decrease In Taste & Odor
Total	816	845	-3%	

NORTH MARIN WATER DISTRICT

Summary of Complaints & Service Orders February 2015

3/9/2015

Type	Feb-15	Feb-14	Action Taken February 2015
<u>"In House" Generated and Completed Work Orders</u>			
<u>Check Meter:</u> possible consumer/District leak, high bill, flooded, need read, etc.	170	164	
<u>Change Meter:</u> leaks, hard to read	4	2	
<u>Possible Stuck Meter</u>	0	7	
<u>Repair Meter:</u> registers, shut offs	0	0	
<u>Replace Boxes/Lids</u>	1	4	
<u>Hydrant Leaks</u>	0	0	
<u>Trims</u>	9	16	
<u>Dig Outs</u>	73	105	
<u>Letters to Consumer:</u> meter obstruction, trims, bees, gate access, etc.	0	0	
<u>Misc:</u> locate meter, get meter number, cross connection follow ups, kill service, etc.	0	0	
	257	298	

Bill Adjustments Under Board Policy:

February 15 vs. February 14

Feb-15	22	\$5,168
Feb-14	27	\$12,783

Fiscal Year to Date vs. Prior FYTD

14/15 FYTD	176	\$78,242
13/14 FYTD	252	\$86,303

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MEMORANDUM

To: Board of Directors

March 13, 2015

From: David L. Bentley, Auditor-Controller

Subj: Auditor-Controller's Monthly Report of Investments for February 2015
L:\aclword\invest\14\investment report 0215.doc

RECOMMENDED ACTION: Information

FINANCIAL IMPACT: None

At month end the District's Investment Portfolio had an amortized cost value (i.e., cash balance) of \$12,098,938 and a market value of \$12,104,875. During February the cash balance decreased by \$970,808. The market value of securities held decreased by \$5,849 during the month. The ratio of total cash to budgeted annual operating expense, excluding the \$2,530,998 unexpended balance of the Bank of Marin loan, stood at 70%, down 6% from the prior month. At month-end outstanding invoices to Caltrans totaled \$2,270,396.

At February 28, 2015, 21% of the District's Portfolio was invested in California's Local Agency Investment Fund (LAIF), 33% in Time Certificate of Deposits, 17% in Corporate Medium Term Notes, 17% in US Treasury Notes, and 8% in Federal Agency Securities. The weighted average maturity of the portfolio was 300 days, compared to 297 days at the end of January. The LAIF interest rate for the month was 0.27%, compared to 0.26% the previous month. The weighted average Portfolio rate was 0.54%, compared to 0.52% the previous month. Including interest paid by The Bay Club Company on the StoneTree Golf Club Recycled Water Facilities Loan, the District earned \$12,375 in interest revenue during February, with 58% earned by Novato Water, 32% earned by Recycled Water (by virtue of the StoneTree Golf Course Loan) and the balance distributed to the other districts.

NORTH MARIN WATER DISTRICT
AUDITOR-CONTROLLER'S MONTHLY REPORT OF INVESTMENTS
February 28, 2015

Type	Description	S&P Rating	Purchase Date	Maturity Date	Cost Basis ¹	2/28/2015 Market Value	Yield ²	% of Portfolio
LAIF	State of CA Treasury	A	Various	Open	\$2,487,159	\$2,487,110	0.27% ³	21%
Time Certificate of Deposit								
TCD	GE Capital Retail Bank	n/a	10/11/13	4/13/15	\$248,000	\$248,000	0.80%	2%
TCD	Discover Bank	n/a	5/1/13	5/1/15	248,000	248,000	0.50%	2%
TCD	GE Capital Bank	n/a	6/10/13	6/8/15	248,000	248,000	0.50%	2%
TCD	American Express	n/a	8/1/13	8/3/15	248,000	248,000	0.70%	2%
TCD	Compass Bank	n/a	9/4/13	9/4/15	248,000	248,000	0.65%	2%
TCD	Sallie Mae Bank	n/a	10/23/13	10/23/15	248,000	248,000	0.80%	2%
TCD	BMW Bank	n/a	12/11/13	12/11/15	248,000	248,000	0.70%	2%
TCD	Key Bank	n/a	3/19/14	3/21/16	248,000	248,000	0.45%	2%
TCD	Barclays Bank	n/a	4/15/14	4/15/16	248,000	248,000	0.55%	2%
TCD	Americanwest Bank	n/a	5/30/14	5/31/16	249,000	249,000	0.50%	2%
TCD	Enerbank	n/a	6/30/14	6/30/16	249,000	249,000	0.65%	2%
TCD	Investors Bank	n/a	7/21/14	7/21/16	249,000	249,000	0.70%	2%
TCD	Comenity Capital Bank	n/a	8/18/14	8/18/16	249,000	249,000	0.80%	2%
TCD	Ally Bank	n/a	10/2/14	10/3/16	248,000	248,000	0.95%	2%
TCD	Cardinal Bank	n/a	11/12/14	11/14/16	249,000	249,000	0.80%	2%
TCD	Goldman Sachs	n/a	12/10/14	12/12/16	248,000	248,000	1.00%	2%
					\$3,973,000	\$3,973,000	0.62%	33%
US Treasury Notes								
Treas	1,000 - 0.50%	n/a	3/26/14	6/15/16	\$999,342	\$1,001,250	0.55%	8%
Treas	1,000 - 1.0%	n/a	8/4/14	9/30/16	1,005,660	1,007,891	0.65%	8%
					\$2,005,002	\$2,009,141	0.60%	17%
Federal Agency Securities								
FFCB	1.70% MTN	n/a	9/15/14	10/28/16	\$508,539	\$507,609	0.68%	4%
FHLB	0.58% MTN	n/a	11/7/14	11/14/16	499,445	499,655	0.64%	4%
					\$1,007,984	\$1,007,264	0.66%	8%
Corporate Medium Term Notes								
MTN	Toyota Motor Credit	AA-	5/14/13	7/17/15	\$1,001,420	\$1,002,026	0.51%	8%
MTN	General Electric	AA+	1/29/13	10/9/15	1,000,905	1,002,866	0.70%	8%
					\$2,002,325	\$2,004,892	0.60%	17%
Other								
Agency	Marin Co Treasury	AA+	Various	Open	\$577,334	\$577,334	0.22%	5%
Other	Various	n/a	Various	Open	46,134	46,134	0.40%	0%
TOTAL IN PORTFOLIO					\$12,098,938	\$12,104,875	0.54%	100%

Weighted Average Maturity = **300 Days**

LAIF: State of California Local Agency Investment Fund.

MTN: Medium Term Note - Maturity of 5 years or less.

TCD: Time Certificate of Deposit, Treas: US Treasury Notes with maturity of 5 years or less.

FFCB: Federal Farm Credit Bank, FHLB: Federal Home Loan Bank

Agency: West Marin General Obligation Bond Fund tax receipts & STP State Revolving Fund Loan Reserve.

Other: Comprised of 4 accounts used for operating purposes. US Bank Operating Account, US Bank STP SRF Loan

Account, Bank of Marin AEEP Checking Account & NMWD Petty Cash Fund.

1 Original cost less repayment of principal and amortization of premium or discount.

2 Yield defined to be annualized interest earnings to maturity as a percentage of invested funds.

3 Earnings are calculated daily - this represents the average yield for the month ending February 28, 2015.

Interest Bearing Loans		Loan Date	Maturity Date	Original Loan Amount	Principal Outstanding	Interest Rate
StoneTree Golf Course Loan		6/30/06	2/28/24	\$3,612,640	\$2,003,825	2.40%
Employee Housing Loans (7)		Various	Various	1,249,200	1,249,200	Contingent
Employee Computer Loan (1)		1/8/2015	1/4/2016	893	782	1.52%
TOTAL INTEREST BEARING LOANS				\$4,862,733	\$3,253,807	

The District has the ability to meet the next six months of cash flow requirements.

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6

MEMORANDUM

To: Board of Directors

March 13, 2015

From: Chris DeGabriele, General Manager *CD*

Subject: Marin LAFCO Special District Regular Member Election Ballots

t:\gm\lafco\lafco elections\election bod memo 031315.doc

RECOMMENDED ACTION: Board vote for Marin LAFCO Special District Regular Member

FINANCIAL IMPACT: None

Attached is a memo from Marin LAFCO and ballot to vote for the Local Agency Formation Commission (LAFCO) Special District Representative Regular member. At the February 3, 2015 meeting, the Board nominated Director Jack Baker for the regular member position. Ballots must be returned by April 18, 2015.

RECOMMENDATION:

Board vote for Marin LAFCO Special District Regular Member:

1. Jack Baker

Approved by GM *CD*Date: *3/13/2015*

MARIN LAFCO
Political Subdivision of the State of California

DATE: February 18, 2015
TO: Presiding Officers, Marin Independent Special Districts
FROM: Candice Bozzard, Clerk to the Commission
RE: Election for LAFCO Special District Member

RECEIVED

FEB 26 2015

North Marin Water District

The nomination period for special district member election to the Marin Local Agency Formation Commission closed on February 13, 2015. LAFCO staff received six nominations for the seat currently held by Dennis Rodoni. This term of office will end in May of this year. A mail ballot election must be held to select a member for this position, serving a four-year term ending in May 2019. The nominees for regular member are John Carapiet, Sanitary District #5 (Tiburon); Lew Kiou, Almonte Sanitary District; Justin Kai, Marinwood Community Services District; Brad Beedle, Novato Fire Protection District; Jack Baker, North Marin Water District; Pamela Meigs, Ross Valley Sanitary District.

Enclosed are the ballot and candidate qualification forms for participation in the selection process. Please rank your first, second and third choices on the ballot form to enable an "instant runoff". **Your ranking of second and third choices for use in the instant runoff process is required in elections such as this, where there are more than two nominees.** If ballots are received without rankings for first, second and third choices the ballot will be deemed invalid.

Selection Schedule

The final date the LAFCO office will receive ballots will be **5:00pm on Monday, April 18, 2015**. Ballots will be accepted by mail to the LAFCO office, fax to (415) 446-4410 or by email to staff@marinlafco.org. The newly-elected special district member will be seated at the June 2015 LAFCO meeting.

If your district has questions or comments, please contact the Marin LAFCO office at (415) 446-4409.

Chairperson: Jeffry Blanchfield / *Vice Chairperson:* Dennis J. Rodoni
Regulars: Susan Adams, Judy Arnold, Carla Condon, Craig K. Murray, Gary Phillips
Alternates: Jack Baker, Christopher Burdick, Kathrin Sears, Herb Weiner
Executive Officer: Keene Simonds

Marin Local Agency Formation Commission

555 Northgate Drive, Suite 230 • San Rafael, California 94903
Telephone (415) 446-4409 • Facsimile (415) 446-4410 • General E-Mail: staff@marinlafco.org
www.marinlafco.org

BALLOT FORM

MARIN LAFCO AGENCY FORMATION COMMISSION

SPECIAL DISTRICT REPRESENTATIVE

REGULAR

Purpose of Election: Selection of **Regular Special District Member** to serve until May 2019. Seat currently left vacant.

Voting Procedure: Vote shall be one per district. Ballot may be signed by the District Presiding Officer or a designee appointed by the Board of the District.

Choice of Candidate:

(AS THERE ARE SEVERAL CANDIDATES - PLEASE INDICATE FIRST, SECOND AND THIRD CHOICE TO ENABLE AN "INSTANT RUNOFF" IF NECESSARY.)

- _____ John Carapiet – Sanitary District #5 (Tiburon)
- _____ Lew Kious – Almonte Sanitary District
- _____ Justin Kai – Marinwood Community Services District
- _____ Brad Beedle – Novato Fire Protection District
- _____ Jack Baker – North Marin Water District
- _____ Pamela Meigs – Ross Valley Sanitary District

District

Signature

RETURN FORM TO MARIN LAFCO AFTER THE DISTRICT'S VOTE,
NO LATER THAN APRIL 18, 2015

Ballot may be transmitted by facsimile to (415) 446-4410 or
Emailed to staff@marinlafco.org

MARIN LOCAL AGENCY FORMATION COMMISSION

NOMINATION FORM

REGULAR SPECIAL DISTRICT MEMBER

Name of District: SANITARY DISTRICT No. 5 of MARIN COUNTY

- X 1. Board voted to nominate the following current member of its own or another independent special district.

*Name of Nominee:

JOHN CARAPIET

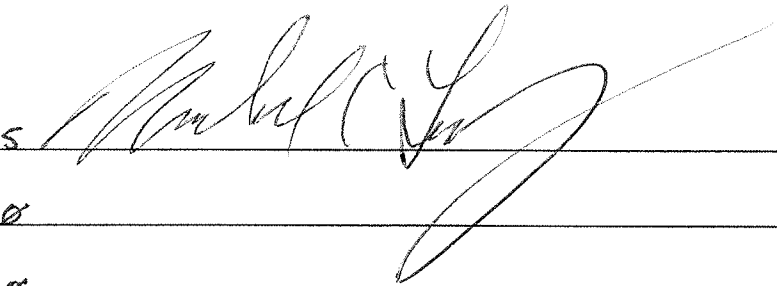
*District of Nominee:

SANITARY DISTRICT No. 5 of MARIN COUNTY

2. Board did not act.

*Attach completed qualification form.

BOARD ACTION:

Ayes: 5 

Noes: 0

Absent: 0

Abstain: 0


Board President

Attest:


Board Secretary

Date: 1/23/15

MUST BE RETURNED TO LAFCO BY 5:00PM on FEBRUARY 12, 2015.

Forms may be mailed to the LAFCO Office, faxed to (415) 446-4410 or sent electronically to staff@marinlafco.org.

MARIN LOCAL AGENCY FORMATION COMMISSION

NOMINEE STATEMENT OF QUALIFICATIONS

REGULAR SPECIAL DISTRICT MEMBER

Nominated for: Regular Special District Representative

Name: John Carapiet

Name of Special District: SANITARY DISTRICT NO. 5 OF MARIN COUNTY

Telephone: (Home) (415) 435-8476 ^{cel} (Work) (415) 515-4840

Email Address: johncarapiet@gmail.com

Home Address: 4 Lagoon Rd
Belvedere 94920

Work Address: N/A

Present Occupation: Retired

➤ Summary of Qualifications for Position:

➤ Reasons for Applying:

➤ Please list any organizations of which you are an officer or an employee:

Please return to: Marin LAFCO
555 Northgate Drive, Suite 230
San Rafael, CA 94903
Fax: (415) 446-4410
Email: staff@marilafco.org

*Additional information may be attached.

MARIN LOCAL AGENCY FORMATION COMMISSION

NOMINATION FORM

REGULAR SPECIAL DISTRICT MEMBER

Name of District: ALMONTE SANITARY DISTRICT

X 1. Board voted to nominate the following current member of its own or another independent special district.

*Name of Nominee:

LEW KIOUS

*District of Nominee:

ALMONTE SANITARY DISTRICT

_____ 2. Board did not act.

*Attach completed qualification form.

BOARD ACTION:

Ayes:

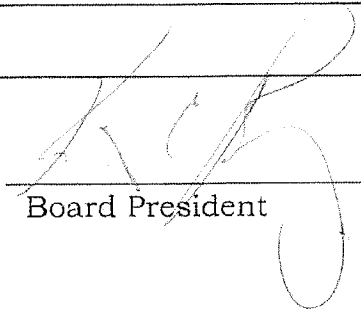
5

Noes:

0

Absent:

Abstain:


Board President

Attest.


Board Secretary

Date:

1/26/15

MUST BE RETURNED TO LAFCO BY 5:00PM on FEBRUARY 12, 2015.

Forms may be mailed to the LAFCO Office, faxed to (415) 446-4410 or sent electronically to staff@marinlafco.org.

MARIN LOCAL AGENCY FORMATION COMMISSION

NOMINATION FORM

REGULAR SPECIAL DISTRICT MEMBER

Name of District: HOMESTEAD VALLEY SANITARY DISTRICT

X 1. Board voted to nominate the following current member of its own or another independent special district.

*Name of Nominee:

LEW KIOUS

*District of Nominee:

ALMONTE SANITARY DISTRICT

 2. Board did not act.

*Attach completed qualification form.

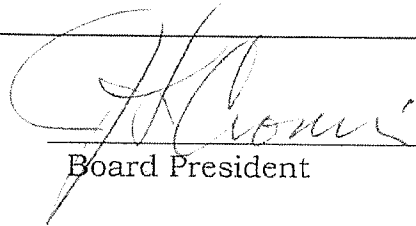
BOARD ACTION:

Ayes: 5

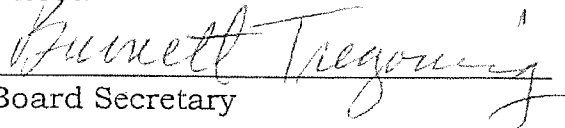
Noes: 0

Absent:

Abstain:


Board President

Attest:


Board Secretary

Date: 1-27-15

MUST BE RETURNED TO LAFCO BY 5:00PM on FEBRUARY 12, 2015.

Forms may be mailed to the LAFCO Office, faxed to (415) 446-4410 or sent electronically to staff@marinlafco.org.

MARIN LOCAL AGENCY FORMATION COMMISSION

NOMINEE STATEMENT OF QUALIFICATIONS

REGULAR SPECIAL DISTRICT MEMBER

Nominated for: Regular Special District Representative

Name: LEW KIOUS

Name of Special District: ALMONTE SANITARY DISTRICT

Telephone: (Home) 415-383-8750 (Work) 415-389-6112

Email Address: LKIOUS@SBCGLOBAL.NET

Home Address: 233 PRINCETON AVE.
MILL VALLEY, CA 94941

Work Address: 900 DOLITTLE DR. SUITE 8A
SAN LEANDRO, CA 94577

Present Occupation: SALES MANAGER

➤ Summary of Qualifications for Position:

SEE ATTACHED

➤ Reasons for Applying:

SEE ATTACHED

➤ Please list any organizations of which you are an officer or an employee:

SEE ATTACHED

Please return to: Marin LAFCO
555 Northgate Drive, Suite 230
San Rafael, CA 94903
Fax: (415) 446-4410
Email: staff@marilafco.org

*Additional information may be attached.

Marin Local Area Formation Commission
Nominee Qualifications- Lew Kiou
Regular Special District Member

- As the President of the SASM Board of Commissioners since 2011 (elected in the last 4 annual elections), member of the Almonte Sanitary District Board since 2008, and resident of Mill Valley since 1983, I am confident in my ability to represent the constituents and issues affecting Southern Marin. I have spoken before the LAFCO Board, and met with its members on many occasions. I strongly feel that Southern Marin needs a voice on LAFCO, a board on which Southern Marin is currently un-represented.

Summary of qualifications for Position:

- President of Board of Commissioners for Sewerage Agency of Southern Marin (SASM) since 2011. In this position, I am focused on the responsible management of SASM's resources to meet the needs of its constituents (residents). As President, I seek the responsible input from all parties and then encourage the Board and SASM toward taking meaningful steps forward. I directly negotiated with the City of Mill Valley an extension of the Operations and Management Agreement by which Mill Valley operates the water treatment plant on behalf of SASM.
- Secretary/Treasurer and Board member of Almonte Sanitary District. I implemented the District's website and expanded our outbound communication. I worked to update and automate our District's operations, such as the digitizing of the District's maps and sewer system records. I have consistently pursued a policy of fiscal conservatism to maintain low, and responsible, rates for our residents.
- Resident of Mill Valley for 30+ years. Lifelong Bay Area resident.
- Successful businessman with experience in achieving consensus and getting results.

Reasons for Applying:

- I believe that with my election to LAFCO, I will be the only representative from Southern Marin, and I believe that representation is critical and vitally important.
- I have seen Marin LAFCO in action, and am aware of its potential value to Marin residents. I am also aware of the challenge to keep LAFCO focused on beneficial actions, as opposed to actions that may be viewed by its Board as a legislative mandate. I believe that I can help to maintain that balance to the benefit of all of Marin.
- I have worked with LAFCO's staff and Board and believe I can develop good relationships within LAFCO to immediately provide positive results.
- I believe I have the perspective, experience, and knowledge to provide value as a member of LAFCO, and to provide value to Marin residents, and specifically the Special Districts of Marin.

Please list any organizations of which you are an officer or an employee:

- Secretary/Treasurer- Almonte Sanitary District
- President: Board of Commissioners- Sewerage Agency of Southern Marin (SASM)

NOTE: While my preference and focus is on becoming the Regular Special District Member of LAFCO, I have been nominated for both the Regular and Alternate positions so that in the event that I am not elected as the Regular Member I would still have an opportunity to represent Southern Marin in the Alternate position. This is completely within the election guidelines. Should I be elected as the Regular member, I would be removed as a candidate for the Alternate position.

MARIN LOCAL AGENCY FORMATION COMMISSION

NOMINATION FORM

REGULAR SPECIAL DISTRICT MEMBER

Name of District: MARINWOOD COMMUNITY SERVICES DISTRICT

X 1. Board voted to nominate the following current member of its own or another independent special district.

*Name of Nominee: JUSTIN KAI

*District of Nominee: MARINWOOD COMMUNITY SERVICES DISTRICT

_____ 2. Board did not act.

*Attach completed qualification form.

BOARD ACTION:

Ayes: READ, STEA, HANSELL, KAI

Noes: _____

Absent: DEARBORN

Abstain: _____

Tony Read
Board President

Attest:
Carolyn Sullivan
Board Secretary

Date: 2-11-2015

MUST BE RETURNED TO LAFCO BY 5:00PM on FEBRUARY 12, 2015.

Forms may be mailed to the LAFCO Office, faxed to (415) 446-4410 or sent electronically to staff@marinlafco.org.

MARIN LOCAL AGENCY FORMATION COMMISSION

NOMINEE STATEMENT OF QUALIFICATIONS

REGULAR SPECIAL DISTRICT MEMBER

Nominated for: Regular Special District Representative

Name: Justin Kai

Name of Special District: Marinwood Community Services District

Telephone: (Home) 415.215.7865 (Work) Same as home

Email Address: kai.justin@gmail.com

Home Address: 240 Cobblestone Drive
San Rafael, CA 94903

Work Address: Same as home

Present Occupation: Real Estate Agent

➤ **Summary of Qualifications for Position:**

Through my interactions with various county residents, my community involvement and time as an elected official, I've developed an understanding that what's best for the public majority isn't always easy to implement, but it is necessary that it is done. These are often the hard choices LAFCO deals with, to execute difficult decisions responsibly for the best interests of the public, which I'm prepared to do.

➤ **Reasons for Applying:**

After attending a recent LAFCO primer workshop, I gained a greater understanding of LAFCO's purpose to promote orderly growth, while ensuring the preservation of Marin's prime agricultural lands. As a resident and local official, I have a strong interest in LAFCO and would be honored to offer my time and serve as the regular special district member.

➤ **Please list any organizations of which you are an officer or an employee:**

N/A

Please return to: **Marin LAFCO**
555 Northgate Drive, Suite 230
San Rafael, CA 94903
Fax: (415) 446-4410
Email: staff@marilafco.org

*Additional information may be attached.

MARIN LOCAL AGENCY FORMATION COMMISSION

NOMINATION FORM

REGULAR SPECIAL DISTRICT MEMBER

Name of District: Novato Fire Protection District

X 1. Board voted to nominate the following current member of its own or another independent special district.

*Name of Nominee:
Brad Beedle

*District of Nominee:
Novato Fire Protection District

 2. Board did not act.

*Attach completed qualification form.

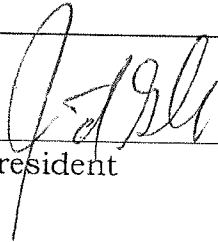
BOARD ACTION:

Ayes: Directors Galli, Fenner, Jr., and Silverman

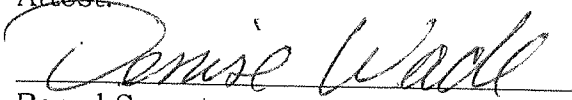
Noes: Director Kaselionis

Absent: President Beedle

Abstain: None


Board President

Attest:


Board Secretary

Date: 1/7/15

MUST BE RETURNED TO LAFCO BY 5:00PM on FEBRUARY 12, 2015.

Forms may be mailed to the LAFCO Office, faxed to (415) 446-4410 or sent electronically to staff@marinlafco.org.

MARIN LOCAL AGENCY FORMATION COMMISSION

NOMINEE STATEMENT OF QUALIFICATIONS

REGULAR SPECIAL DISTRICT MEMBER

Nominated for: Regular Special District Representative

Name: BRAD BEEDLE

Name of Special District: NOVATO FIRE Protection District

Telephone: (Home) 415 898-1843 (Work) 415 309-7447

Email Address: BRADBEEDLE@AOL.COM

Home Address: 59 ORCHARD WAY
NOVATO CA 94947-3071

Work Address: 936 B 7th STREET SUITE 246
NOVATO CA 94945

Present Occupation: BUSINESS OWNER - EVENT MEDIC
SERVICES - FIRST AID / SAFETY PRODUCT RESE

➤ Summary of Qualifications for Position:

- SERVE ON NOVATO FIRE DISTRICT BOARD 3 TERM!
- COMMUNITY INVOLVEMENT
- BORN AND RAISED IN MARIN WITH A CLEAR UNDERSTANDING OF THE COUNTY POLITICS AND ACTI

➤ Reasons for Applying:

CURRENT LAFCO BOARD LACKS FIRE DISTRICT
REPRESENTATION.

➤ Please list any organizations of which you are an officer or an employee:

BOARD MEMBER CURRENT PRESIDENT 2015
NOVATO FIRE PROTECTION
DISTRICT

Please return to: Marin LAFCO
555 Northgate Drive, Suite 230
San Rafael, CA 94903
Fax: (415) 446-4410
Email: staff@marilafco.org

*Additional information may be attached.

MARIN LOCAL AGENCY FORMATION COMMISSION

NOMINATION FORM

REGULAR SPECIAL DISTRICT MEMBER

Name of District: North Marin Water District

X 1. Board voted to nominate the following current member of its own or another independent special district.

*Name of Nominee:

Jack Baker

*District of Nominee:

North Marin Water District

 2. Board did not act.

*Attach completed qualification form.

BOARD ACTION:

Ayes: Directors Baker, Fraites, Petterle, Rodoni, Schoonover

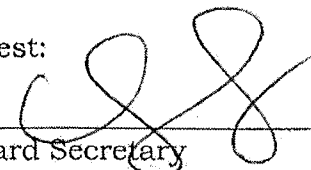
Noes: None

Absent: None

Abstain: None


Board President

Attest:


Board Secretary

Date: 2/3/15

MUST BE RETURNED TO LAFCO BY 5:00PM on FEBRUARY 12, 2015.

Forms may be mailed to the LAFCO Office, faxed to (415) 446-4410 or sent electronically to staff@marinlafco.org.

MARIN LOCAL AGENCY FORMATION COMMISSION

NOMINATION FORM

REGULAR SPECIAL DISTRICT MEMBER

Name of District: Bel Marin Keys CSD

☒ 1. Board voted to nominate the following current member of its own or another independent special district.

*Name of Nominee: JACK BAKER

*District of Nominee: NO. Marin Water District

☐ 2. Board did not act.

*Attach completed qualification form.

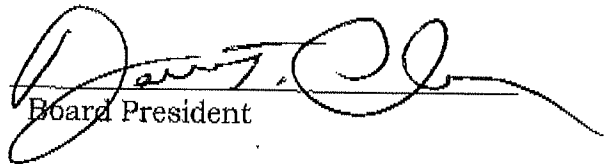
BOARD ACTION:

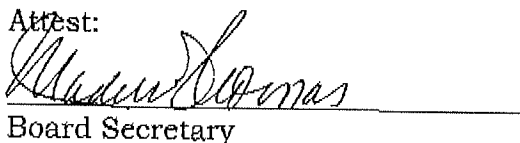
Ayes: 5

Noes: 0

Absent: 0

Abstain: 0


Board President

Attest:

Board Secretary

Date: 1/13/2015

MUST BE RETURNED TO LAFCO BY 5:00PM on FEBRUARY 12, 2015.

Forms may be mailed to the LAFCO Office, faxed to (415) 446-4410 or sent electronically to staff@marinlafco.org.

MARIN LOCAL AGENCY FORMATION COMMISSION

NOMINEE STATEMENT OF QUALIFICATIONS

REGULAR SPECIAL DISTRICT MEMBER

Nominated for: Regular Special District Representative

Name: Jack Baker

Name of Special District: North Marin Water District

Telephone: (Home) (415) 382-3332 (Work) N/A

Email Address: jckbaker@gmail.com

Home Address: 425 Corte Norte Novato, CA 94949

Work Address: _____

Present Occupation: Registered Civil Engineer (Retired)

➤ **Summary of Qualifications for Position:**

- 1- Served as LAFCO Alternate Special District Member (2013-present)
- 2- Over 30 years service as Director for North Marin Water District
- 3- Over 40 years of engineering experience (6 1/2 with the State of California, 35+ years with County of Marin) in the design and construction of public facilities.
- 4- Served one term as Director for Novato Sanitary District (1978 - 1982).

➤ **Reasons for Applying:**

During the course of employment with County of Marin Department of Public Works (DPW) I have had frequent interactions with Marin County Special Districts as well as the eleven Cities/Towns. Familiarity with these entities and their respective services has enabled me to effectively contribute as a member of the LAFCO decision making process.

➤ **Please list any organizations of which you are an officer or an employee:**

North Marin Water District (Director)

Please return to: Marin LAFCO
555 Northgate Drive, Suite 230
San Rafael, CA 94903
Fax: (415) 446-4410
Email: staff@marilafco.org

*Additional information may be attached.

MARIN LOCAL AGENCY FORMATION COMMISSION

NOMINATION FORM

REGULAR SPECIAL DISTRICT MEMBER

(1)

Name of District: Ross Valley Sanitary District

☒ 1. Board voted to nominate the following current member of its own or another independent special district.

*Name of Nominee:

Pamela Meigs

*District of Nominee:

#7

☐ 2. Board did not act.

*Attach completed qualification form.

BOARD ACTION:

Ayes:

5

Noes:

0

Absent:

0

Abstain:

0

Thomas Goffney
Board President

Attest:

[Signature]
Board Secretary

Date:

2/10/15

MUST BE RETURNED TO LAFCO BY 5:00PM on FEBRUARY 12, 2015.
Forms may be mailed to the LAFCO Office, faxed to (415) 445-4410 or sent electronically to staff@marinlafco.org.

MARIN LOCAL AGENCY FORMATION COMMISSION

NOMINEE STATEMENT OF QUALIFICATIONS

REGULAR SPECIAL DISTRICT MEMBER

Nominated for: Regular Special District Representative

Name: Pamela Meigs

Name of Special District: Ross Valley Sanitary District (1)

Telephone: (Home) 258 2887 cell 302 0805
(Work)

Email Address: pamela.meigs@sbcglobal.net

Home Address: 310 Cypress Dr.

FAIRFAX CA, 94930

Work Address: 250 Bon Air Rd. Greenbrae, Ca

Present Occupation: Registered Nurse Master in
Community Health

► Summary of Qualifications for Position:

* see attached copy

► Reasons for Applying:

* see attached copy

► Please list any organizations of which you are an officer or an employee:

Director - Ross Valley Sanitary District
CM SA Commission, North Bay Watershed Assoc.

* please attached information

Please return to: Marin LAFCO
555 Northgate Drive, Suite 230
San Rafael, CA 94903
Fax: (415) 446-4410
Email: staff@marilafco.org

*Additional information may be attached.

Local Agency Formation Commission
555 Northgate Drive, Suite 230
San Rafael, CA. 94903

Reasons for Applying for LAFCO:

I have a great love of the land and the community. My passion to serve the community stems from the philosophy to serve "the greatest good for the greatest number" while weighing each community member's needs and requests.

I understand the critical importance of planning effectively for a sustainable future. I enjoy and have the ability to look ahead at the "big picture" when approaching planning.

I enjoy working collaboratively with others (public and private) so that all government agencies are the best they can be. I am a strong team member who is able to evaluate and solve problems efficiently. I recently have created better working relationships with CMSA and RVSD. I have also created liaison and outreach to other municipalities (Fairfax, San Anselmo, Larkspur) for RVSD.

Since young adulthood, I continue to have a great affinity to care for and understand how government promotes and coordinates local lands, especially open space and local government land practices.

My service reflects many years to serve the community especially as a Planning Commissioner for the Town of Fairfax (8 years). The General Plan of Fairfax was drafted and implemented during that time (10 years).

I feel very much at home to continue my service for the community in regards to planning as LAFCO has designated such as: developing spheres of influence for a planned service area boundary, applications of municipal service reviews, approving/reviewing boundary changes if needed, annexations, formation/amending JPA's, and other regulatory planning as ascribed in the policies including most recent 2015 strategic plans for LAFCO.

My experience as a Planning Commissioner for the Town of Fairfax and being a Ross Valley Sanitary District Director (4.5 years) has given me the knowledge to understand regulatory municipal planning, in various ways.

I enjoy working with the public in many ways such as: liaison with community leaders and the public for creating trust and transparency of policy making, education for a means to understand what local governments do, and supporting the public process as open and transparent while allowing the public to weigh in with their input in a respectful/inviting manner. I advocate transparency, integrity and honesty.

One of my interests on LAFCO issues includes mapping urban planning boundaries and urban service boundaries so it is clear to all who is or should be the public service provider, such as unincorporated areas adjacent to special districts, cities, and towns.

I feel strongly that special districts play an important role in Marin's governance. I would be a devoted and diligent voice for all special districts as well as the community at large for LAFCO. I respectfully request your support and vote so I can continue to serve the community as a LAFCO board member.

Pamela Meigs, RN, MSN
pamelameigs@sbcglobal.net
415-302-0805

Sanitary Dist No 1 415-123-4567 T-030 P0005/0006 F-038

Marin Local Agency Formation Commission
555 Northgate Drive, Suite 230
San Rafael, CA. 94903

- Bay Area native, and a Ross Valley resident for over 25 years
- A health professional (Registered Nurse) in the community for over 30 years
- Masters in Community Health
- An Advocate of Community Health, the Environment and Fiscal Responsibility
- Over 20 years of community leadership experience
- Past Chair and past member (8 years) of the Fairfax Planning Commission
- Past Co-Chair and initiator of the Fairfax Open Space Committee
- Fairfax Advisory Committee for the Fairfax General Plan
- North Bay Watershed Association, voting member for RVSD
- Former Finance Committee for RVSD, current Finance Committee for CMSA
- Supports Friends of Corte Madera Creek
- Supports RVSD Lateral Grant Program and Lateral Loan Program
- Larkspur Landing Development Committee for RVSD
- Former Secretary for RVSD
- Former RVSD LAFCO Representative
- Past adjunct Professor (Registered nursing) at local Colleges/Universities in the Bay Area
- Long term Sierra Club member
- Environmental Forum Leadership Program
- Director for Ross Valley Sanitary District since 2010 (second term, high vote getter for 2014 election)
- Current Central Marin Sanitary Agency Commission Board member (JPA)
- Graduate of Napa College (AA), Dominican University (BSN), Holy Names University (MSN), and Diamond Light Massage School (CMT)

I am a registered nurse with a Masters degree in Community Health. I currently work at a local hospital, and have worked there for 30 years. I have been a part-time adjunct professor and faculty member at various Nursing Colleges and Universities in the Bay Area. I volunteered in Lafayette, LA in the aftermath of hurricane Katrina.

I am an activist and leader in the Town of Fairfax. I have served on the Fairfax Planning Commission for over seven years and served as the Chair of the Planning Commission for two years. As a Commissioner, I worked on the Mixed Use Overlay Zone Draft (as a means to promote affordable housing), the recently revised Tree Ordinance, Circulation, Land Use, Safety, and the Open Space Elements for the General Plan (GP) for the Town of Fairfax. My committee work on the GP elements included zoning, municipal ordinances/regulations if required by state and local laws, and all criteria required for creating/updating a GP including mapping. The Fairfax General Plan was completed (2010) with my involvement of many hours with community leaders and the general public. I am the initiator of and past Chair of the Fairfax Open Space (2004) Committee. In the past I have been the Secretary for the Marin County Green Party. I have participated in successful fund raising to acquire nine acres of pristine open space for the people and Town of Fairfax. I have been a volunteer at the annual creek cleanup for the Fairfax Creek. I have been a past member of the General Plan Advisory Committee for the Town of Fairfax and the Tree Committee, which evaluates the hazard and health of trees in the community. I have worked on campaigns for local elections, special tax measures and the campaign for President Obama.

I am a member of Sigma Theta Tau International Honor Society of Nursing, the Sierra Club, Daughters of the Golden West, Young Ladies Institute, the California Nurses Association, the Fairfax Chamber of Commerce, Sustainable Fairfax, Marin Conservation League and the Marin County Women's Political

Caucus. I have also served as a Girl Scout Leader. I am a mother, grandmother and world adventure traveler.



LAK ASSOCIATES, LLC

3030 Bridgeway, Suite 103, Sausalito, CA 94965
tel: (415) 331-4551 fax: (415) 331-4573 info@lakassociates.com

February 6, 2015

Jeff Blanchfield
Marin County Local Agency Formation Commission
555 Northgate Drive, Suite 230
San Rafael, CA 94903

Subject: Endorsement for Pam Meigs for the Marin LAFCO

Dear Jeff,

As the principal planning consultant to the Town of Fairfax for the last 15 years I have worked directly with Pam Meigs on a variety of levels related to land use planning. First, when she served the Town as an appointed member of the General Plan Advisory Committee, and then as a member and Chair of the Town's Planning Commission.

It is with great enthusiasm that I endorse Pam for the Marin LAFCO representing the Ross Valley Sanitary District. Pam has proven to be a conscientious student of land use planning issues and will certainly contribute well to LAFCO's deliberations from an informed perspective.

Please feel free to contact me directly if you have any questions regarding my endorsement of Pam Meigs. I can be reached at 415/272-2780 or larry@lakassociates.com.

Respectfully,

Larry Kennings

Marin LAFCO Staff

From: Lawrence Bragman <bragman@msn.com>
Sent: Monday, February 09, 2015 3:17 PM
To: Marin LAFCO Staff
Subject: Pam Meigs for LAFCO Representative

To whom it may concern:

I am writing to recommend Pam Meigs to fill the open position on the LAFCO Board.

I have known and worked with Pam for over twelve years. Pam is a competent and caring public servant who will take all points of view into account when considering an issue or making a decision. Pam has tirelessly devoted many hours of her time to Fairfax and the greater Ross Valley community. Her background and training as a Registered Nurse is also an added benefit that she brings to bear. Hence, in my estimation, Pam will be a great choice for LAFCO.

Please feel free to call or write to me if you need any additional information about Pam Meigs or her qualifications for this office. Thank you very much for your time and consideration.

Larry Bragman
Representative for Division 3
Marin Municipal Water District Board of Directors

Marin LAFCO Staff

From: barbara coler <barbaracoler@gmail.com>
Sent: Monday, February 09, 2015 7:42 PM
To: Marin LAFCO Staff
Subject: Pamela Meigs for LAFCO Board of Directors

To whom it may concern:

I am writing to support and recommend Pamela Meigs for the open position on the LAFCO Board.

I have known Pamela for the last several years. She is a truly dedicated public servant, caring and committed to all positions she has served in. She has demonstrated effective leadership and a spirit of collaboration. She is able to consider all sides and perspectives before making decisions which affect organizations and citizens. Her background and work as a Registered Nurse and her Master's degree in community health provide her a unique perspective and a strong background to address many varied challenges. As you know, she is currently a Director of the Ross Valley Sanitary District and previously ably served as a Planning Commissioner for the Town of Fairfax for eight years.

Pam will be a great choice for the position on the LAFCO Board.

Please feel free to call or write to me if you any questions. Thank you very much for your consideration.

Sincerely,

Barbara Coler, Mayor
Town of Fairfax

Marin LAFCO Staff

From: fjegger@gmail.com on behalf of Frank Egger <fegger@pacbell.net>
Sent: Wednesday, February 11, 2015 1:36 PM
To: Marin LAFCO Staff
Subject: Pamela Meigs, candidate for LAFCO Special District appointment

Pam Meigs has been a member of the Ross Valley Sanitary District Board of Directors since her election in 2010. As a registered nurse currently working at Marin General Hospital, she has a keen sense about health and welfare issues affecting the residents of Marin. Those issues are fire, emergency medical, water, sewer, garbage collection, mosquito abatement and hospital services.

She knows and understands the issues from health to politics to growth and development and will be a great advocate for Marin's Special Districts. Pam knows well the vital role of special districts in the delivery of services here in Marin County.

I urge your vote for Pam Meigs for the Marin LAFCO representative from the special districts.

Thank you, Frank Egger
Ross Valley Sanitary Disitric

Marin LAFCO Staff

From: Mimi Newton <mimi.newton@gmail.com>
Sent: Thursday, February 12, 2015 11:51 AM
To: Marin LAFCO Staff
Subject: Recommending Pamela Meigs for LAFCO Board of Directors

To: Marin LAFCO

I strongly recommend Pamela Meigs for appointment to LAFCO's Board.

I've had the opportunity to work with Pam on a number of different community projects and observed her tireless commitment to public service for almost a decade. She was a gracious and supportive member of the Fairfax Open Space Committee when I was appointed to that organization shortly after I moved to Fairfax in 2006. As a newbie to the Town, and with no land preservation experience, I found Pam's advice and counsel invaluable. Since then, I've watched her tackle numerous difficult issues on behalf of our community and the environment with seemingly unlimited energy.

In addition to her experience and energy, Pam has the intellectual curiosity that enables her to delve into the complex details of a variety of different subjects. She is cautious but acts decisively when action is called for. One of her great strengths is an open mind that allows her to patiently investigate all sides of an issue.

At her core, Pam is somebody who cares deeply about people, as evidenced by her nursing career. She is also a strong advocate for a healthy environment and has a keen understanding of the connections between our environment and our health. And, fortunately for all of us, Pam's commitment to serve the Marin community is unswerving.

If she is chosen to sit on the LAFCO Board, I know Pam's contributions will greatly benefit both the other Board members and our County. She would be a great choice!

Please call or email me if you have any questions.

Thank you,

Mimi Newton, Chair
Fairfax Open Space Committee
(415) 845-6464

7

MEMORANDUM

To: Board of Directors

March 13, 2015

From: Chris DeGabriele, General Manager *CD*

Subject: Marin LAFCO Special District Alternate Member Election Ballots

t:\gm\lafco\lafco elections\election bod memo 031315 alternate.doc

RECOMMENDED ACTION: Board vote for Marin LAFCO Special District Alternate Member

FINANCIAL IMPACT: None

Attached is a memo from Marin LAFCO and ballot to vote for the Local Agency Formation Commission (LAFCO) Special District Representative alternate member. Novato Sanitary District and Bel Marin Keys Community Services District nominated NMWD Director Jack Baker for this position. Ballots must be returned by April 18, 2015.

RECOMMENDATION:

Board vote for Marin LAFCO Special District Alternate Member:

1. Jack Baker

Approved by GM *CD*Date: *3/13/2015*

BALLOT FORM

MARIN LAFCO AGENCY FORMATION COMMISSION

SPECIAL DISTRICT REPRESENTATIVE

ALTERNATE

RECEIVED
FEB 20 2015
North Marin Water District

Purpose of Election: Selection of **Alternate Special District Member** to serve until May 2019. Seat currently left vacant.

Voting Procedure: Vote shall be one per district. Ballot may be signed by the District Presiding Officer or a designee appointed by the Board of the District.

Choice of Candidate:

(AS THERE ARE SEVERAL CANDIDATES - PLEASE INDICATE FIRST, SECOND AND THIRD CHOICE TO ENABLE AN "INSTANT RUNOFF" IF NECESSARY.)

- _____ Ron Kosciusko – Richardson Bay Sanitary District
- _____ Lew Kiou – Almonte Sanitary District
- _____ Justin Kai – Marinwood Community Services District
- _____ Brad Beedle – Novato Fire Protection District
- _____ Jack Baker – North Marin Water District

District

Signature

RETURN FORM TO MARIN LAFCO AFTER THE DISTRICT'S VOTE,
NO LATER THAN APRIL 18, 2015

Ballot may be transmitted by facsimile to (415) 446-4410 or
Emailed to staff@marinlafco.org

MARIN LOCAL AGENCY FORMATION COMMISSION

NOMINATION FORM

ALTERNATE SPECIAL DISTRICT MEMBER

Name of District: Richardson Bay Sanitary District

- X 1. Board voted to nominate the following current member of its own or another independent special district.

*Name of Nominee:
Ron Kosciusko

*District of Nominee:
Richardson Bay Sanitary District

2. Board did not act.

*Attach completed qualification form.

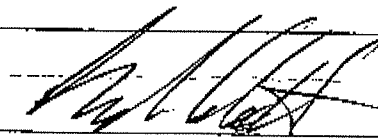
BOARD ACTION:

Ayes: _____

Noes: _____

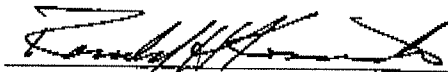
Absent: _____

Abstain: _____



Board President

Attest:



Board Secretary

Date: 1/15/15

MUST BE RETURNED TO LAFCO BY 5:00PM on February 12, 2015.

Forms may be mailed to the LAFCO Office, faxed to (415) 446-4410 or sent electronically to staff@marinlafco.org.

MARIN LOCAL AGENCY FORMATION COMMISSION

NOMINEE STATEMENT OF QUALIFICATIONS
ALTERNATE SPECIAL DISTRICT MEMBER

Nominated for: Alternate Special District Representative

Name: Ron Kosciusko

Name of Special District: Richardson Bay Sanitary District

Telephone: (Home) 415 435 0650 (Work) N/A

Email Address: ronkoz@sonic net

Home Address: 402 Hilary Drive Tiburon CA 94920

Work Address: N/A

Present Occupation: Retired

➤ Summary of Qualifications for Position:

Retired Senior Project Manager for major regional bank specializing
in Information Technology; Data Center moves call centers and
associated networks

➤ Reasons for Applying:

To provide special district knowledge to the LAFCO Board and
apply project management expertise to the LAFCO function.

➤ Please list any organizations of which you are an officer or an employee:

Secretary Richardson Bay Sanitary District, Member Marin County
Office of Emergency Services (RACES) Webmaster Sons in Retirement
Branch 47, Golden Gate Computer Society School Project

Please return to: Marin LAFCO
555 Northgate Drive, Suite 230
San Rafael, CA 94903
Fax: (415) 446-4410
Email: staff@marilafco.org

*Additional information may be attached.

MARIN LOCAL AGENCY FORMATION COMMISSION

NOMINATION FORM

ALTERNATE SPECIAL DISTRICT MEMBER

Name of District: ALMONTE SANITARY DISTRICT

X 1. Board voted to nominate the following current member of its own or another independent special district.

*Name of Nominee:

LEW KIOUS

*District of Nominee:

ALMONTE SANITARY DISTRICT

_____ 2. Board did not act.

*Attach completed qualification form.

BOARD ACTION:

Ayes:

5

Noes:

0

Absent:

Abstain:

[Signature]
Board President

Attest:

[Signature]

Board Secretary

Date:

1/26/15

MUST BE RETURNED TO LAFCO BY 5:00PM on February 12, 2015.

Forms may be mailed to the LAFCO Office, faxed to (415) 446-4410 or sent electronically to staff@marinlafco.org.

MARIN LOCAL AGENCY FORMATION COMMISSION

NOMINATION FORM

ALTERNATE SPECIAL DISTRICT MEMBER

Name of District: HOMESTEAD VALLEY SANITARY DISTRICT

X 1. Board voted to nominate the following current member of its own or another independent special district.

*Name of Nominee:

LEON KIOUS

*District of Nominee:

ALMONTE SANITARY DISTRICT

 2. Board did not act.

*Attach completed qualification form.

BOARD ACTION:

Ayes:

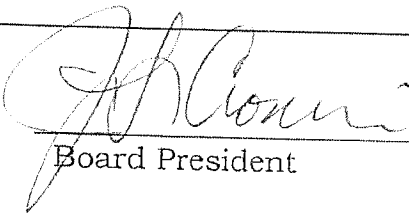
5

Noes:

0

Absent:

Abstain:


Board President

Attest:

Barrett Tregoning
Board Secretary

Date:

January 27, 2015

MUST BE RETURNED TO LAFCO BY 5:00PM on February 12, 2015.
Forms may be mailed to the LAFCO Office, faxed to (415) 446-4410 or sent electronically to staff@marinlafco.org.

MARIN LOCAL AGENCY FORMATION COMMISSION

NOMINEE STATEMENT OF QUALIFICATIONS

ALTERNATE SPECIAL DISTRICT MEMBER

Nominated for: Alternate Special District Representative

Name: LEW KIONS

Name of Special District: ALMONTE SANITARY DISTRICT

Telephone: (Home) 415-383-8750 (Work) 415-389-6112

Email Address: LKIONS@SBCGLOBAL.NET

Home Address: 233 PRINCETON AVE.

MILL VALLEY, CA 94941

Work Address: 900 DOWDLE DR., STE 8A

SAN LEANDRO, CA 94577

Present Occupation: _____

➤ Summary of Qualifications for Position:

SEE ATTACHED

➤ Reasons for Applying:

SEE ATTACHED

➤ Please list any organizations of which you are an officer or an employee:

SEE ATTACHED

Please return to: Marin LAFCO
555 Northgate Drive, Suite 230
San Rafael, CA 94903
Fax: (415) 446-4410
Email: staff@marilafco.org

*Additional information may be attached.

Marin Local Area Formation Commission
Nominee Qualifications- Lew Kious
Alternate Special District Member

- As the President of the SASM Board of Commissioners since 2011 (elected in the last 4 annual elections), member of the Almonte Sanitary District Board since 2008, and resident of Mill Valley since 1983, I am confident in my ability to represent the constituents and issues affecting Southern Marin. I have spoken before the LAFCO Board, and met with its members on many occasions. I strongly feel that Southern Marin needs a voice on LAFCO, a board on which Southern Marin is currently un-represented.

Summary of qualifications for Position:

- President of Board of Commissioners for Sewerage Agency of Southern Marin (SASM) since 2011. In this position, I am focused on the responsible management of SASM's resources to meet the needs of its constituents (residents). As President, I seek the responsible input from all parties and then encourage the Board and SASM toward taking meaningful steps forward. I directly negotiated with the City of Mill Valley an extension of the Operations and Management Agreement by which Mill Valley operates the water treatment plant on behalf of SASM.
- Secretary/Treasurer and Board member of Almonte Sanitary District. I implemented the District's website and expanded our outbound communication. I worked to update and automate our District's operations, such as the digitizing of the District's maps and sewer system records. I have consistently pursued a policy of fiscal conservatism to maintain low, and responsible, rates for our residents.
- Resident of Mill Valley for 30+ years. Lifelong Bay Area resident.
- Successful businessman with experience in achieving consensus and getting results.

Reasons for Applying:

- I believe that with my election to LAFCO, I will be the only representative from Southern Marin, and I believe that representation is critical and vitally important.
- I have seen Marin LAFCO in action, and am aware of its potential value to Marin residents. I am also aware of the challenge to keep LAFCO focused on beneficial actions, as opposed to actions that may be viewed by its Board as a legislative mandate. I believe that I can help to maintain that balance to the benefit of all of Marin.
- I have worked with LAFCO's staff and Board and believe I can develop good relationships within LAFCO to immediately provide positive results.
- I believe I have the perspective, experience, and knowledge to provide value as a member of LAFCO, and to provide value to Marin residents, and specifically the Special Districts of Marin.

Please list any organizations of which you are an officer or an employee:

- Secretary/Treasurer- Almonte Sanitary District
- President: Board of Commissioners- Sewerage Agency of Southern Marin (SASM)

NOTE: While my preference and focus is on becoming the Regular Special District Member of LAFCO, I have been nominated for both the Regular and Alternate positions so that in the event that I am not elected as the Regular Member I would still have an opportunity to represent Southern Marin in the Alternate position. This is completely within the election guidelines. Should I be elected as the Regular member, I would be removed as a candidate for the Alternate position.

ALTERNATE SPECIAL DISTRICT MEMBER

MUST BE RETURNED TO LAFCO BY 5:00PM on February 12, 2015.
Forms may be mailed to the LAFCO Office, faxed to (415) 446-4410 or sent electronically to staff@marinlafco.org.

MARIN LOCAL AGENCY FORMATION COMMISSION

NOMINEE STATEMENT OF QUALIFICATIONS

ALTERNATE SPECIAL DISTRICT MEMBER

Nominated for: Alternate Special District Representative

Name: Justin Kai

Name of Special District: Marinwood Community Services District

Telephone: (Home) 415.215.7865 (Work) Same as home

Email Address: kai.justin@gmail.com

Home Address: 240 Cobblestone Drive
San Rafael, CA 94903

Work Address: Same as home

Present Occupation: Real Estate Agent

➤ **Summary of Qualifications for Position:**

Through my interactions with various county residents, my community involvement and time as an elected official, I've developed an understanding that what's best for the public majority isn't always easy to implement, but it is necessary that it is done. These are often the hard choices LAFCO deals with, to execute difficult decisions responsibly for the best interests of the public, which I'm prepared to do.

➤ **Reasons for Applying:**

After attending a recent LAFCO primer workshop, I gained a greater understanding of LAFCO's purpose to promote orderly growth, while ensuring the preservation of Marin's prime agricultural lands. As a resident and local official, I have a strong interest in LAFCO and would be honored to offer my time and serve as the alternate special district member.

➤ **Please list any organizations of which you are an officer or an employee:**

N/A

Please return to: **Marin LAFCO**
555 Northgate Drive, Suite 230
San Rafael, CA 94903
Fax: (415) 446-4410
Email: staff@marilafco.org

*Additional information may be attached.

MARIN LOCAL AGENCY FORMATION COMMISSION

NOMINATION FORM

ALTERNATE SPECIAL DISTRICT MEMBER

Name of District: Novato Fire Protection District

X 1. Board voted to nominate the following current member of its own or another independent special district.

*Name of Nominee:

Brad Beedle

*District of Nominee:

Novato Fire Protection District

 2. Board did not act.

*Attach completed qualification form.

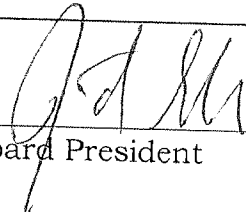
BOARD ACTION:

Ayes: Directors Galli, Fenner, Jr., and Silverman


Noes: Director Kaselionis

Absent: President Beedle

Abstain: None


Board President

Attest:


Board Secretary

Date: 1/7/15

MUST BE RETURNED TO LAFCO BY 5:00PM on February 12, 2015.
Forms may be mailed to the LAFCO Office, faxed to (415) 446-4410 or sent electronically to staff@marinlafco.org.

MARIN LOCAL AGENCY FORMATION COMMISSION

NOMINEE STATEMENT OF QUALIFICATIONS

ALTERNATE SPECIAL DISTRICT MEMBER

Nominated for: Alternate Special District Representative

Name: BRAD BEEDLE

Name of Special District: NOVATO FIRE PROTECTION DISTRICT

Telephone: (Home) 415 898-1843 (Work) 415 309-7447

Email Address: BRADBEEDE@aol.com

Home Address: 59 ORCHARD WAY
NOVATO CA 94947-3071

Work Address: 936 B 7TH STREET SUITE 246
NOVATO CA 94945

Present Occupation: BUSINESS OWNER - EVENT MEDICAL SERVICES - FIRST AID / SAFETY PRODUCTS
RESELL

➤ Summary of Qualifications for Position:

- SERVE ON THE NOVATO FIRE DISTRICT BOARD STARTING MY 4TH TERM
- COMMUNITY INVOLVEMENT
- BOAN AND RAISED IN MARIN WITH A CLEAR UNDERSTANDING OF THE COUNTY'S POLITICS AND ARTS

➤ Reasons for Applying:

- CURRENT LAFCO BOARD LACKS FIRE DISTRICT REPRESENTATION

➤ Please list any organizations of which you are an officer or an employee:

- BOARD MEMBER CHIEF PRESIDENT 2015
NOVATO FIRE PROTECTION DISTRICT

Please return to: Marin LAFCO
555 Northgate Drive, Suite 230
San Rafael, CA 94903
Fax: (415) 446-4410
Email: staff@marilafco.org

*Additional information may be attached.

MARIN LOCAL AGENCY FORMATION COMMISSION

NOMINATION FORM

ALTERNATE SPECIAL DISTRICT MEMBER

Name of District: Novato Sanitary District

XXXX 1. Board voted to nominate the following current member of its own or another independent special district.

*Name of Nominee:
Jack Baker

*District of Nominee:
North Marin Water District

 2. Board did not act.

*Attach completed qualification form.

BOARD ACTION:

Ayes: President Mariani, Directors Butler, Long, Miller

Noes: None

Absent: Director Peters

Abstain: None

Jean M Mariani
Board President

Attest:

Sandeep S. Raker
Board Secretary

Date: 2/10/2015

MUST BE RETURNED TO LAFCO BY 5:00PM on February 12, 2015.
Forms may be mailed to the LAFCO Office, faxed to (415) 446-4410 or sent electronically to staff@marinlafco.org.

MARIN LOCAL AGENCY FORMATION COMMISSION

NOMINATION FORM

ALTERNATE SPECIAL DISTRICT MEMBER

Name of District: Bel Marin Keys CSD

☒ 1. Board voted to nominate the following current member of its own or another independent special district.

*Name of Nominee: JACK BAKER

*District of Nominee: No. Marin Water District

☐ 2. Board did not act.

*Attach completed qualification form.

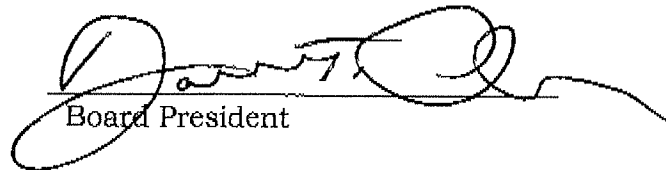
BOARD ACTION:

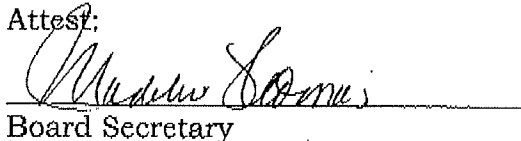
Ayes: 5

Noes: 0

Absent: 0

Abstain: 0


Board President

Attest:

Board Secretary

Date: 1/13/2015

MUST BE RETURNED TO LAFCO BY 5:00PM on February 12, 2015.

Forms may be mailed to the LAFCO Office, faxed to (415) 446-4410 or sent electronically to staff@marinlafco.org.

MARIN LOCAL AGENCY FORMATION COMMISSION

NOMINATION FORM

ALTERNATE SPECIAL DISTRICT MEMBER

Name of District: North Marin Water District

X 1. Board voted to nominate the following current member of its own or another independent special district.

*Name of Nominee: John (Jack) Baker

*District of Nominee: North Marin Water District

 2. Board did not act.

*Attach completed qualification form.

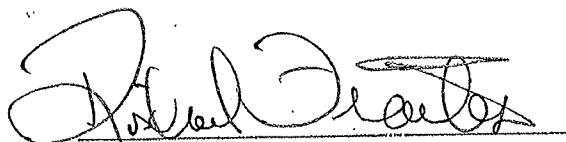
BOARD ACTION:

Ayes: Directors Baker, Fraites, Petterle, Schoonover & Rodoni

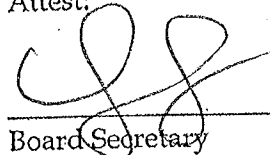
Noes:

Absent:

Abstain:


Board President

Attest:


Board Secretary

Date: 6/19/13

MUST BE RETURNED TO LAFCO BY JULY 24, 2013.
Forms may be faxed to (415) 446-4410 or emailed to staff@marinlafco.org.

MARIN LOCAL AGENCY FORMATION COMMISSION

NOMINEE QUALIFICATIONS

ALTERNATE SPECIAL DISTRICT MEMBER

Nominated for: Alternate Special District Representative

Name: John (Jack) Baker

Name of Special District: North Marin Water District

Telephone: (Home) (415) 382-3332 (Work) _____

Email Address: jckbaker@gmail.com

Home Address:	Employer's Name and Address:
<u>425 Corte Norte</u>	_____
<u>Novato, CA 94949</u>	_____

Present Occupation: Registered Civil Engineer (Retired)

➤ Summary of Qualifications for Position:

- Over 40 years of engineering experience (6 1/2 with the State of California, 35+ years with County of Marin) with design and construction of public facilities.
- Served one term as Director for Novato Sanitary District (1978 - 1982).

➤ Reasons for Applying:

During the course of employment with County of Marin Department of Public Works (DPW) I have had frequent interactions with Marin County Special Districts as well as the eleven municipalities. Familiarity with these entities and their respective services and jurisdictions would enable me to effectively contribute as a member of the LAFCO decision making process.

➤ Please list any organizations of which you are an officer or an employee:

North Marin Water District (Director) 1983 - Present.

Please return to: Marin LAFCO
555 Northgate Drive, Suite 230
San Rafael, CA 94903
Fax: (415) 446-4410
Email: staff@marilafco.org

*Additional information may be attached.

8

MEMORANDUM

To: Board of Directors
 From: Drew McIntyre, Chief Engineer 
 Subject: Long-Range Master Plan Update for Oceana Marin Wastewater System
 – Award Contract to Nute Engineering

March 13, 2015

R:\Folders by Job No\4000 jobs\4046\4046 BOD Memo Approve Contract Award to Nute Eng 3-13-15.doc

RECOMMENDED ACTION: Board authorize General Manager to execute an agreement between Nute Engineering and the District for Engineering Consulting Services

FINANCIAL IMPACT: \$25,000 (included in FY15 Ops Budget) (plus a contingency of \$2,500)

Background

The current FY15 Operations Budget includes \$30,000 to prepare the above referenced plan. The purpose of this project is to update the long-term wastewater collection, treatment and disposal master plan for the Oceana Marin Subdivision last updated in 2005 by Bracewell Engineering Inc. (Oakland, CA). The Oceana Marin wastewater system currently serves 229 residential dwelling units with a potential demand for an additional 79 dwelling units at ultimate buildout (map available at the meeting). The collection system includes approximately 4.4 miles of 6 and 8-inch gravity sewer lines (mostly asbestos cement pipe material) and includes a 100 gpm lift station to pump untreated sewage to the higher elevation treatment ponds via 3,600 feet of 6-inch force main. Treatment occurs in two ponds operated in series. The disposal system uses a pressure distribution/shallow gravel trench system for subsurface disposal.

A Request for Proposal for this project was mailed in January, 2015 to seven companies and three companies returned a proposal on or before January 30, 2015. The companies that submitted proposals are listed as follows:

NAME	LOCATION
Nute Engineering	San Rafael
Lescure Engineers	Santa Rosa
Summit Engineering	Santa Rosa

Selection Process

A selection committee, including myself, Chris DeGabriele and Robert Clark, participated in the proposal review. The qualifications of each firm were ranked separately by each committee member against the following selection criteria:

- Firm's Qualifications and Experience
- Project Team Organization
- Project Approach

- Schedule
- Labor Hours and Standard Rate Schedule
- Contract Compliance.

The greatest weight (i.e., 55 out of 100 points) was given to the project team organization, experience and approach. Upon completion of the proposal review, Nute Engineering (Nute) was ranked highest. The primary overriding factors for recommending Nute were:

1. Best understanding of project's objectives
2. Most qualified project team

The attached contract (Attachment A) includes the final scope and fee. Project billing is structured on a time and expense (T&E) basis with a not to exceed limit (without prior authorization). Expenses for this contract will be incurred primarily through the end of this fiscal year; however it is possible that some final work could extend into FY16.

RECOMMENDATION

Board authorize General Manager to execute an agreement between Nute Engineering and the District for consulting engineering services with a not to exceed limit of \$25,000 plus a contingency of \$2,500.

AGREEMENT FOR CONSULTING SERVICES

The following is an agreement between **North Marin Water District**, hereinafter "**NMWD**", and **Nute Engineering**, hereinafter, "**Consultant**".

WHEREAS, Consultant is a duly qualified consulting firm, experienced in wastewater treatment and disposal.

WHEREAS, in the judgment of the Board of Directors of the NMWD, it is necessary and desirable to employ the services of the Consultant for the Oceana Marin Master Plan Update project.

NOW, THEREFORE, in consideration of the mutual covenants contained herein, the parties hereto agree as follows:

PART A -- SPECIFIC PROVISIONS:

1. DESCRIPTION OF SERVICES AND PAYMENT: Except as modified in this agreement, the services to be provided and the payment schedule are:

- a. The scope of work and fee amount covered by this agreement shall be that specified in the Consultant's proposal dated March 10, 2015 and included in Attachment A of this agreement.
- b. The fee for the work shall be on a time and expense (T & E) basis utilizing the fee schedule included in Attachment A of this agreement and shall not exceed \$25,000 without prior written authorization by NMWD.

PART B -- GENERAL PROVISIONS

1. ASSIGNMENT/DELEGATION: Except as above, neither party hereto shall assign, sublet or transfer any interest in or duty under this agreement without written consent of the other, and no assignment shall be of any force or effect whatsoever unless and until the other party shall have so consented.

2. STATUS OF CONSULTANT: The parties intend that the Consultant, in performing the services hereinafter specified, shall act as an independent contractor and shall have the control of the work and the manner in which it is performed. The Consultant is not to be considered an agent or employee of NMWD, and is not entitled to participate in any pension plan, insurance, bonus or similar benefits NMWD provides its employees.

3. INDEMNIFICATION: NMWD is relying on the professional ability and training of the Consultant as a material inducement to enter into this agreement. The Consultant hereby warrants that all its work will be performed in accordance with generally accepted professional practices and standards, as well as the requirements of applicable federal, state and local laws, it being understood that neither acceptance of the Consultant's work by NMWD nor Consultant's failure to perform shall operate as a waiver or release.

- a. With respect to professional services under this agreement, Consultant shall assume the defense of and defend NMWD, its directors, officers, agents, and employees in any action at law or in equity in which liability is claimed or alleged to arise out of, pertain to, or relate to, either directly or indirectly, the intentional or willful misconduct, recklessness, or negligent act, error, or omission of Consultant (or any person or organization for whom Consultant is legally liable) in the performance of the activities necessary to perform the services for District and complete the task provided for herein. In addition, Consultant shall indemnify, hold harmless, and release NMWD, its directors, officers, agents, and employees from and against any and all actions, claims, damages, disabilities or expenses, including attorney's fees and witness costs, that may be asserted by any person or entity including the Consultant, arising out of, pertaining to, or relating to, the negligent acts, errors or omissions, recklessness, or intentional or willful misconduct of the Consultant (or any consultant or subcontractor of Consultant) in connection with the activities necessary to perform the services and complete the task provided for herein, but excluding liabilities due to the sole negligence or willful misconduct of NMWD.
- b. With respect to all other than professional services under this agreement, Consultant shall indemnify, hold harmless, release and defend NMWD, its agents and employees from and against any and all actions, claims, damages, disabilities or expenses, including attorney's fees and witness costs that may be asserted by any person or entity, including the Consultant, arising out of or in connection with the activities necessary to perform those services and complete the tasks provided for herein, but excluding liabilities due to the sole negligence or willful misconduct of NMWD.

This indemnification is not limited in any way by any limitation on the amount or type of damages or compensation payable by or for the NMWD or its agents under workers' compensation acts, disability benefit acts or other employee benefit acts.

4. PROSECUTION OF WORK: The execution of this agreement shall constitute the Consultant's authority to proceed immediately with the performance of this contract. Performance of the services hereunder shall be completed by July 31, 2015, provided, however, that if the performance is delayed by earthquake, flood, high water or other Act of God or by strike, lockout or similar labor disturbance, the time for the Consultant's performance of this contract shall be extended by a number of days equal to the number of days the Consultant has been delayed.

5. METHOD AND PLACE OF GIVING NOTICE, SUBMITTING BILLS AND MAKING PAYMENTS: All notices, bills and payment shall be made in writing and may be given by personal delivery or by mail. Notices, bills and payments sent by mail should be addressed as follows:

North Marin Water District
P.O. Box 146
Novato, CA 94948
Attention: Drew McIntyre

Consultant:
Nute Engineering
907 Mission Ave.
San Rafael, CA 94901
Attention: Ed Nute

and when so addressed, shall be deemed given upon deposit in the United States Mail, postage prepaid. In all other instances, notices, bills and payments shall be deemed given at the time of actual delivery. Changes may be made in the names and addresses of the person to whom notices, bills and payments are to be given by giving notice pursuant to this paragraph.

6. MERGER: This writing is intended both as the final expression of the agreement between the parties hereto with respect to the included terms of the agreement, pursuant to California Code of Civil Procedure Section 1856 and as a complete and exclusive statement of the terms of the agreement. No modification of this agreement shall be effective unless and until such modification is evidenced by a writing signed by both parties.

7. SEVERABILITY: Each provision of this agreement is intended to be severable. If any term of any provision shall be determined by a court of competent jurisdiction to be illegal or invalid for any reason whatsoever, such provision shall be severed from this agreement and shall not affect the validity of the remainder of the agreement.

8. TERMINATION: At any time and without cause the NMWD shall have the right in its sole discretion, to terminate this agreement by giving written notice to the Consultant. In the event of such termination, NMWD shall pay the Consultant for services rendered to such date.

9. TRANSFER OF RIGHTS/OWNERSHIP OF DATA: The Consultant assigns to NMWD all rights throughout the work in perpetuity in the nature of copyright, trademark, patent, and right to ideas, in and to all versions of any plans and specifications, reports and document now or later prepared by the Consultant in connection with this contract.

The Consultant agrees to take such actions as are necessary to protect the rights assigned to NMWD in this agreement, and to refrain from taking any action which would impair those rights. The Consultant's responsibilities under this contract will include, but not be limited to, placing proper notice of copyright on all versions of any plans and specifications, reports and documents as NMWD may direct, and refraining from disclosing any versions of the reports and documents to any third party without first obtaining written permission of NMWD. The Consultant will not use, or permit another to use, any plans and specifications, reports and document in connection with this or any other project without first obtaining written permission of NMWD.

All materials resulting from the efforts of NMWD and/or the Consultant in connection with this project, including documents, reports, calculations, maps, photographs, computer programs, computer printouts, digital data, notes and any other pertinent data are the exclusive property of NMWD. Re-use of these materials by the Consultant in any manner other than in conjunction with activities authorized by NMWD is prohibited without written permission of NMWD.

Consultant shall deliver requested materials to NMWD in electronic format including but not limited to engineering calculations, plans (AutoCad, current edition) and specifications (MS Word, current edition).

10. COST DISCLOSURE: In accordance with Government Code Section 7550, the Consultant agrees to state in a separate portion of any report provided NMWD, the numbers and amounts of all contracts and subcontractors relating to the preparation of the report.

11. NONDISCRIMINATION: The Consultant shall comply with all applicable federal, state and local laws, rules and regulations in regard to nondiscrimination in employment because of race, color, ancestry, national origin, religion, sex, marital status, age, medical condition or physical handicap.

12. EXTRA (CHANGED) WORK: Extra work may be required. The Consultant shall not proceed nor be entitled to reimbursement for extra work unless it has been authorized, in writing, in advance, by NMWD. The Consultant shall inform the District as soon as it determines work beyond the scope of this agreement may be necessary and/or that the work under this agreement cannot be completed for the amount specified in this agreement. Said review shall occur before consultant incurs 75% of the total fee approved for any phase of the work. Failure to notify the District shall constitute waiver of the Consultant's right to reimbursement.

13. CONFLICT OF INTEREST: The Consultant covenants that it presently has no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of its services hereunder. The Consultant further covenants that in the performance of this contract no person having any such interest shall be employed.

14. INSURANCE REQUIREMENTS FOR CONSULTANTS

Consultant shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the consultant, his agents, representatives, employees or subcontractors.

Minimum Scope of Insurance

Coverage shall be at least as broad as:

1. Commercial General Liability coverage
2. Automobile Liability
3. Workers' Compensation insurance as required by the State of California.
4. Professional Liability insurance appropriate to the consultant's profession. Architects' and engineers' coverage is to be endorsed to include contractual liability.

Minimum Limits of Insurance

Consultant shall maintain limits no less than:

1. General Liability (including operations, products and completed operations.): **\$1,000,000** per occurrence for bodily injury, personal injury and property damage. If Commercial General Liability Insurance or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to this project/location or the general aggregate limit shall be twice the required occurrence limit.
2. Automobile Liability: **\$1,000,000** per accident for bodily injury and property damage.
3. Workers' Compensation Insurance: as required by the State of California.
4. Professional Liability, **\$1,000,000** per occurrence.

Verification of Coverage

Consultant shall furnish the District with original certificates and amendatory endorsements effecting coverage required by this clause. All certificates and endorsements are to be received and approved by the District before work commences. The District reserves the right to require at any time complete and certified copies of all required insurance policies, including endorsements affecting the coverage required by these specifications.

Subcontractors

Consultant shall include all subcontractors as insureds under its policies or shall furnish separate certificates and endorsements for each subcontractor to the District for review and approval. All coverage for subcontractors shall be subject to all of the requirements stated herein.

Self-Insured Retentions

Any self-insured retentions must be declared to and approved by the District. At the option of the District, either: the insurer shall reduce or eliminate such self-insured retentions as respects the District, its officers, officials, employees and volunteers; or the Consultant shall provide a financial guarantee satisfactory to the District (such as a surety bond) guaranteeing payment of losses and related investigations, claim administration, and defense expenses.

Other Insurance Provisions

The commercial general liability and automobile liability policies are to contain, or be endorsed to contain, the following provisions:

1. The District, its officers, officials, employees, and volunteers are to be covered as insureds with respect to liability arising out of automobiles owned, leased, hired or borrowed by or on behalf of the Consultant.
2. For any claims related to this project, the Consultant's insurance coverage shall be primary insurance as respects the District, its officers, officials, employees, and volunteers. Any insurance or self-insurance maintained by the District, its officers, officials, employees, or volunteers shall be excess of the Consultant's insurance and shall not contribute with it.
3. Each insurance policy required by this clause shall be endorsed to state that coverage shall not be canceled by either party, except after thirty (30) days' prior written notice by certified mail, return receipt requested, has been given to the District.

Acceptability of Insurers

Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A:VII.

15. DISPUTE RESOLUTION: Any dispute or claim in law or equity between District and Consultant arising out of this agreement, if not resolved by informal negotiation between the parties, shall be mediated by referring it to the nearest office of Judicial Arbitration and Mediation Services, Inc. (JAMS) for mediation. Mediation shall consist of an informal, non-binding conference or conferences between the parties and the judge-mediator jointly, then in separate caucuses wherein the judge will seek to guide the parties to a resolution of the case. If the parties cannot agree to mutually acceptable member from the JAMS panel of retired judges, a list and resumes of available mediators numbering one more than there are parties will be sent to the parties, each of whom will strike one name leaving the remaining as the mediator. If more than one name remains, JAMS arbitrations administrator will choose a mediator from the remaining names. The mediation process shall continue until the case is resolved or until such time as the mediator makes a finding that there is no possibility of resolution.

At the sole election of the District, any dispute or claim in law or equity between District and Consultant arising out of this agreement which is not settled through mediation shall be decided by neutral binding arbitration and not by court action, except as provided by California law for judicial review of arbitration proceedings. The arbitration shall be conducted in accordance with the rules of Judicial Arbitration Mediation Services, Inc. (JAMS). The parties to an arbitration may agree in writing to use different rules and/or arbitrators.

16. BILLING AND DOCUMENTATION: The Consultant shall invoice NMWD for work performed on a monthly basis and shall include a summary of work for which payment is requested. The invoice shall state the authorized contract limit, the amount of invoice and total amount billed to date. The summary shall include time and hourly rate of each individual, a narrative description of work accomplished, and an estimate of work completed to date.

17. REASONABLE ASSURANCES: Each party to this agreement undertakes the obligation that the other's expectation of receiving due performance will not be impaired. When reasonable grounds for insecurity arise, with respect to performance of either party, the other may, in writing, demand adequate assurance of due performance and until the requesting party receives such assurance may, if commercially reasonable, suspend any performance for which the agreed return has not been received. "Commercially reasonable" includes not only the conduct of the party with respect to performance under this agreement but also conduct with respect to other agreements with parties to this agreement or others. After receipt of a justified demand, failure to provide within a reasonable time, not to exceed 30 days, such assurance of due performance as is adequate under the circumstances of the particular case is a repudiation of this agreement. Acceptance of any improper delivery, service, or payment does not prejudice the aggrieved party's right to demand adequate assurance of future performance.

18. PREVAILING WAGE REQUIREMENTS: Prevailing Wage Rates apply to all Consultant personnel performing work under the Agreement for which wage determinations have been made by the Director of Industrial Relations pursuant to California Labor Code Sections 1770–1782,. Consultant shall comply with all applicable prevailing wage labor code requirements

**NORTH MARIN WATER DISTRICT
"NMWD"**

Dated: _____

Chris DeGabriele, General Manager

**NUTE ENGINEERING
"CONSULTANT"**

Dated: _____

Edward Nute



Civil & Sanitary Consultants

March 10, 2015

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

**Re: Long Range Master Plan Update for the Oceana Marin Wastewater System
Scope of Work, Project Schedule and Costs
NMWD Job File 8 4046.00**

Dear Drew:

As requested in your letter dated February 26, 2015, which indicates the selection of Nute Engineering to prepare the above referenced Oceana Marin Long Range Plan Update we are attaching a finalized scope of work, project schedule and costs.

BACKGROUND

The Oceana Marin subdivision was originally developed in the 1970s and consists of single family homes located just north of the unincorporated community of Dillon Beach. Wastewater is collected by gravity sewers and then pumped to a treatment facility consisting of two ponds and a subsurface disposal field. Since all treated wastewater is retained on land the Oceana Marin facility is able to operate under Waste Discharge Requirements which were adopted in 1992.

The current Oceana Marin wastewater system serves 229 residential homes with a build out potential of 308 homes.

Oceana Marin is situated on a hillside overlooking a popular recreational beach. Any sewage spill would flow directly onto the beach and into the Pacific Ocean. Fines assessed for a spill could be very large. For this reason it is important to assure there is sufficient redundancy and reliability in the wastewater collection, pumping, treatment and disposal system at Oceana Marin.

A Long Range Master Plan Update, dated December 2005, was prepared for the Oceana Marin wastewater system by Bracewell Engineering, Inc. The 2005 Long Range Plan updated

previous plan reports prepared in 1990 and 1996. These earlier plans provided background information on the wastewater flows and operational data on the pumping, treatment and disposal trenches.

The 2005 Plan concluded that the capacity of the pond treatment and disposal system was adequate for the projected growth through 2015. The treatment system consists of two ponds, one of which is used primarily for storage. The overall capacity of the Oceana Marin sewerage system is limited by the ability of the trench system to dispose of the treated effluent plus the rainwater falling on the ponds, the extraneous inflow to the sewer system and pond seepage return flows.

The recommendations of the 2005 report focused on improving and optimizing the effluent disposal field. In addition, the report recommended that a study be conducted of how best to minimize the inflow to the sewer system to allow more efficient operation of the lift station and to increase the margin of safety in the operation of the disposal field.

There are also concerns about the wind erosion of the banks of two treatments ponds and there have been instances of plugging of the drip irrigation lines going to the leach field by algae from the ponds. It may be necessary to line the ponds or at least control the bank erosion. The ponds are very close to various potable water well sites so it is important to make sure there is no contamination.

The disposal capacity of the trench field was tested in 1995 and found to be 63,000 gallons per day (gpd). The 2005 report did not re-test the trench field but concluded that the disposal capacity was 29,600 gpd based on actual operation. Apparently the lesser disposal capacity is adequate for the present needs but it may be advisable to set up another test. The original testing was conducted twice, once during the spring and a second time during the summer. Each test was conducted over a 30 day period.

OBJECTIVE

The objective of the Long Range Master Plan Update for the Oceana Marin Wastewater System is to update the previous Master Plan including an evaluation of the capacity and future demands over a 20 year planning period and provide a list of capital improvement projects.

APPROACH

The operational success of the Oceana Marin sewage system depends on the disposal of all the sewage generated in the system including extraneous water. The approach to developing the Long Range Master Plan Update will consist of analyzing and updating the available flow and monitoring data in the previous master plan, reviewing the present condition of the various pumping, treatment and disposal facilities and developing a capital improvement program.

The following are considered critical factors in the operation of the Oceana Marin system:

- Minimize inflow/infiltration of extraneous storm water and groundwater which may enter the sewer system.
- Assure reliability of the pump stations including redundancy in the mechanical and electrical systems as well as the force main. Construction of a second parallel force main(s) might be advisable.
- Maintenance of the pond treatment system including controlling bank erosion and preventing leakage which might impact the nearby potable water wells.
- Maintenance of the necessary effectiveness of the trench disposal system.

The Update will focus on providing redundancy and reliability for the Oceana Marin sewer system. The pump stations and force mains as well as the trench disposal system are critical for the successful operation of the system.

SCOPE OF WORK

The scope of work for the Long Range Master Plan Update will consist of the following tasks:

1. **Executive Summary** - The Executive Summary will summarize the investigations, findings and recommendations of the Master Plan Update.
2. **Existing Wastewater System Overview** - Provide an overview of the existing sewer collection system, pump stations, wastewater treatment facilities and subsurface disposal facilities. As a part of this task we will update the flow and monitoring data provided in the 2005 Master Plan.
3. **Planning/Design Criteria** - Develop projections of the population, flows and loading as necessary to analyze the system capacity. This will include an analysis of the updated flow and monitoring data from Task 2.
4. **Regulatory Issues** - Review current State and Federal regulations that related to the operation and maintenance of the Oceana Marin wastewater system. Investigate the potential for future regulations that may impact the Oceana Marin system, which uses land disposal.
5. **Review Existing Sewer System** - Review the available CCTV records of the sewers in Oceana Marin together with maintenance records to identify possible defects and I/I sources that should be repaired. Most sewers are asbestos cement pipe, which under current regulations, cannot be replaced by pipebursting since the process leaves friable

asbestos in the ground. The 2012 sewer rehabilitation project lined the sewers with an inversion liner so the asbestos pipe was left intact.

6. **Inspect and Review Existing Pump Stations** – Make a field inspection and evaluation of the two pump stations serving Oceana Marin. The evaluation will focus on reliability and redundancy of the existing equipment. This will include an evaluation of the electrical controls in the two pump stations by Todd Beecher, electrical engineer. It is very important that the electrical controls have maximum reliability.
7. **Evaluate Existing Force Mains** – Review the available plans of the existing force mains from the two pump stations. The primary main force main is over 40 years old and an evaluation will be made of the failure risks and advisability of installing a second, redundant force main.
8. **Evaluate the Existing Pond Treatment System** – Inspect and review the existing treatment ponds and equipment, including an evaluation of the electrical work. The erosion of the pond banks will be inspected and alternative repair methods will be evaluated. Consideration of the proximity of the treatment ponds to the potable water wells will be taken into account.
9. **Evaluate the Existing Trench Disposal System** – The recommendations of the Bracewell Master Plan Update relating to the disposal trenches will be reviewed and an inspection will be made of the trench disposal system with NMWD personnel and Troy Pearce of AYS Engineering. No testing of the disposal trenches will be done as a part of this study because of the lengthy nature of the tests conducted in 1995 (over two, 2-month periods). It is first necessary to determine the operational condition of the existing piezometers and flow meters before testing can be conducted. If it is determined that the disposal trenches should be formally tested a separate cost proposal will be prepared for the test. As noted above, the 2005 Bracewell Master Plan did not test the trenches but estimated the disposal capacity at about one half the capacity estimated in 1995.
10. **Capital Improvement Projects** – Develop a complete list of recommended system improvement projects in order of priority for implementation over the next 20 years, including estimated project costs and an allowance for inflation. Documentation will be provided on how the project costs are estimated.
11. **Project Meetings** – Attend two meetings during the conduct of the investigations and provide one presentation at the NMWD Board of Director's meeting.

NUTE ENGINEERING QUALIFICATIONS

The following Nute Engineering personnel will be involved with the Master Plan development:

- **W. Edward Nute, PE**, will be the Principal in Charge of the Master Plan development and will draw upon his extensive experience in assessing sewer systems and developing capital improvement plans and also provide QA/QC for the final product.
- **Mark T. Wilson, PE**, will be the Project Manager on the Master Plan development. As president of Nute Engineering, Mr. Wilson provides overall project management of the various design jobs and studies.
- **David Stier, PE**, will provide engineering support for the Master Plan development. Mr. Stier is experienced with the NMWD staff and will provide data gathering and analysis needed for the Master Plan as well as preparation of cost estimates.

SUBCONSULTANTS

The following two sub-consultants will be involved with this project.

- **Troy Pearce** of AYS Engineering has extensive experience in the design of septic systems and trench disposal fields and is located relatively close to Oceana Marin.
- **Todd Beecher** of Beecher Engineering, Inc. has a wide range of experience in the design of electrical systems for wastewater facilities including pump stations and treatment facilities.

SCHEDULE

The work will be conducted over a 12 week period after the Notice to Proceed. The schedule for conduct of the various tasks is shown in Attachment A

LABOR HOURS

A summary of the labor hours for each task is given in Attachment B.

STANDARD RATE SCHEDULE

The Nute Engineering standard rate schedule is provided in Attachment C.

CONTRACT COMPLIANCE

Nute Engineering will comply with the NMWD standard terms, conditions and contract requirements, as written in the NMWD Agreement for Consulting Services.


SERVICES NOT INCLUDED

The following services are not included in this proposal:

1. Televising or smoke testing of sewer lines.
2. Testing of the leach fields

Respectfully submitted,

By



Mark T. Wilson, President
Nute Engineering

ATTACHMENT A
 NORTH MARIN WATER DISTRICT
 LONG RANGE MASTER PLAN UPDATE FOR THE
 OCEANA MARIN WASTEWATER SYSTEM
 NMWD Job File 8 4046.00
 PROPOSAL FOR ENGINEERING CONSULTING SERVICES

NUTE ENGINEERING
 907 Mission Ave
 San Rafael, CA 94901

PROJECT SCHEDULE

	Week	1	2	3	4	5	6	7	8	9	10	11	12
SCOPE OF WORK													
1. Executive Summary													
2. Provide Wastewater System Overview													
3. Develop Planing/Design Criteria													
4. Review Current and Potential Regulatory Issues													
5. Review Existing Sewer System													
6. Inspect and Review Existing Pump Stations													
7. Evaluate Existing Force Mains													
8. Evaluate Existing Pond Treatment System													
9. Evaluate Existing Trench Disposal System													
10. Develop and Present Recommended Captial Improvement Projects													
11. Project Meetings		O								O			O

ATTACHMENT B
 NORTH MARIN WATER DISTRICT
 LONG RANGE MASTER PLAN UPDATE FOR THE
 OCEANA MARIN WASTEWATER SYSTEM
 NMWD Job File 8 4046.00
 PROPOSAL FOR ENGINEERING CONSULTING SERVICES

NUTE ENGINEERING
 907 Mission Ave
 San Rafael, CA 94901

PROJECT ESTIMATING SHEET

Description		Principal Engineer	Senior Engineer	Engineer II	CAD Drafter I	Tech Admin Support	Direct Costs	Direct Cost Markups	TOTAL
Rate \$/Hr		\$219	\$188	\$172	\$116	\$101			
SCOPE OF WORK									
1.	Executive Summary			8	4	4			
2.	Provide Wastewater System Overview		4						
3.	Develop Planing/Design Criteria		4						
4.	Review Current and Potential Regulatory Issues		4						
5.	Review Existing Sewer System	2		8					
6.	Inspect and Review Existing Pump Stations	4		8			2,880	144	
7.	Evaluate Existing Force Mains	2	4						
8.	Evaluate Existing Pond Treatment System	2		8					
9.	Evaluate Existing Trench Disposal System	2		4			2,890	145	
10.	Develop and Present Recommended Captial Improvement Projects	4	12	4		8			
11.	Project Meetings	2	6						
Subtotals		Hours	18	34	40	4	12		
		Cost	\$3,942	\$6,392	\$6,880	\$464	\$1,212	\$5,770	\$289
									\$24,949

ATTACHMENT C**RATE SCHEDULE**

OFFICE PERSONNEL	HOURLY RATE
Principal Engineer	\$219.00
Senior Engineer	188.00
Engineer III	179.00
Engineer II	172.00
Engineer I	146.00
Field Representative (Construction) I	124.00
Field Representative (Construction) II	140.00
Engineering Technician II	118.00
Engineering Technician I	87.00
Senior Designer	169.00
CAD Drafter II	160.00
CAD Drafter I	116.00
Technical Administrative Support	101.00
Clerical	65.00
LITIGATION SERVICES	
Court Appearance/Deposition	310.00


REIMBURSABLE EXPENSES

Sub-consultants will be charged at 1.10 times cost. Charges for reproductions, blueprinting, outside computer services, rental of special equipment, delivery, express mail, insurance certificates (where client requires to be listed as an additional insured) and meals and lodging will be charged at 1.10 times cost. Mileage will be charged at the IRS approved rate. Nute Engineering reserves the right to adjust its hourly rate structure at the beginning of each new year for all ongoing contracts.

EFFECTIVE DATE: January 1, 2015

9

MEMORANDUM

To: Board of Directors
From: David L. Bentley, Auditor-Controller 
Subj: Rate Increase Letter to Novato Customers
E:\act\word\budget\16\2015 prop 218 ltr cover memo.docx

March 13, 2015

RECOMMENDED ACTION: Approve Letter to Customers**FINANCIAL IMPACT:** \$9,600 Expense

California law requires that customers be notified of a water rate increase at least 45 days prior to the public hearing where the Board considers adoption of said increase. A public hearing is scheduled for Tuesday, May 19, 2015 at 7:00 PM at the District office. The May 19 date requires that the letters be mailed by April 4, 2015. The letter will be printed by Strahm Communication and postage, stationary and copying cost for the 18,500 active customers will be approximately \$9,600.

The proposed commodity rate increase for Novato customers is 4%. No increase is proposed for the bimonthly service charge component of the water bill. The combination of the commodity rate and bimonthly service charge is estimated to increase the cost of water for the typical Novato residential customer by 3% and increase District water revenue by 3%.

The percentage increase for each customer will vary based upon their individual water use. The median single-family residential customer will see a \$1.70 per month increase (\$3.40 bimonthly) on their average bill. The Rate-Increase Model on the District's website allows each customer to see the impact of the proposed increase on their annual water cost based upon their water use over the past 12 months.

A draft of the proposed letter is attached for Board review and comment. Legal counsel has reviewed the letter to assure compliance with Prop 218.

RECOMMENDATION:

Approve mailing the rate increase letter to customers.

DRAFT

April 3, 2015

Re: Notice of Proposed Water Rate Increase

Dear Customer:

The North Marin Water District's mission is to provide an adequate supply of safe, reliable and high-quality water to our customers at reasonable cost consistent with good conservation practices and minimum environmental impact. To fulfill this mission, NMWD must generate revenue sufficient to cover its cost of operations.

Accordingly, the North Marin Water District is proposing an increase in the cost of water which averages 3% for the typical Novato customer, effective June 1 of 2015. This letter provides details on the need for the increase and information about the public hearing where public comment will be taken prior to a vote on the proposed water rate increase by the District Board of Directors.

REASON FOR THE PROPOSED INCREASE

Higher Water Cost: The Sonoma County Water Agency (SCWA), which provides 80% of Novato's water supply, is increasing the rate it charges NMWD for Russian River water by 4.9% effective July 1, 2015. In addition, water purification costs to operate the Stafford Water Treatment Plant, which supplies 20% of Novato's water supply, continue to rise.

Water System Infrastructure Maintenance: The Novato water system includes 315 miles of pipeline, 37 million gallons of finished water storage distributed across 31 tanks, 27 pump stations, 16 pressure regulating stations, over 2,600 fire hydrants and a multitude of valves, all of which require ongoing maintenance. The District is now 67 years old, and much of the pipeline installed in the early years is nearing the end of its useful life requiring future replacement.

RATE COMPARISON

NMWD's rates remain reasonable. You can assess this for yourself by comparing NMWD's cost of water service to 16 counterpart Bay Area water agencies (see Urban Area Water Cost Comparison on page 5 of this letter). The comparison shows that the typical cost of service for a Novato single-family residence is at the median of our counterpart agencies.

PROPOSED RATE INCREASE

A table showing the existing rates and charges, and the amounts proposed, is included on page 4 of this letter.

Residential Accounts: It is proposed that a commodity rate increase of 4% for all water used be implemented effective June 1, 2015. No increase in the bimonthly service charge is proposed. For the typical Novato single-family residence, the proposed increase in the total cost of water (commodity charge plus bimonthly service charge) is 3%. The proposed increase would add \$1.70 per month (\$3.40 per bimonthly bill) to the cost of water for a typical single-family residence beginning June 2015.

You can determine the increase in your annual water cost based on your personal water use over the past year from our website. Insert your NMWD account number and the name on your account into the Rate-Increase Model on NMWD's website at <http://www.nmwd.com/accountbalance.php>.

Non-Residential Accounts (Commercial, Institutional & Irrigation): It is proposed that an increase in the commodity rate of 4% for all water used be implemented effective June 1, 2015. No increase in the bimonthly service charge is proposed. The increase for non-residential customers will vary based upon water use. In Novato the median non-residential account uses more water than the median residential account, but would still see an increase in the total cost of water (commodity charge plus bimonthly service charge) of 3%. You can determine the increase in your annual water cost based on your consumption over the past year from our website. See the boxed area above for instructions.

WATER RATE PUBLIC HEARING

A public hearing will be held at the NMWD office (999 Rush Creek Place, Novato) at 7:00 p.m. on Tuesday, May 19, 2015, to consider enactment of an increase averaging 3% effective June 1, 2015.

HOW TO PARTICIPATE

You are invited to present oral or written testimony on the proposal at the public hearing. You have the right to protest this proposed rate increase. If you do, you must submit your protest in writing, even if you plan to attend the public hearing. If written protests are submitted by a majority of the affected property owners or customers, the proposed increases will not be imposed.

Your written protest must be received prior to the close of the May 19, 2015 public hearing. Written protests must be signed by the property owner or customer of

record and must include a description of the parcel (parcel number) or NMWD account number. Send or deliver written protests to:

District Secretary
North Marin Water District
PO Box 146
Novato, CA 94948

For more information visit NMWD's website at www.nmwd.com or call the District Secretary at (415) 897-4133.

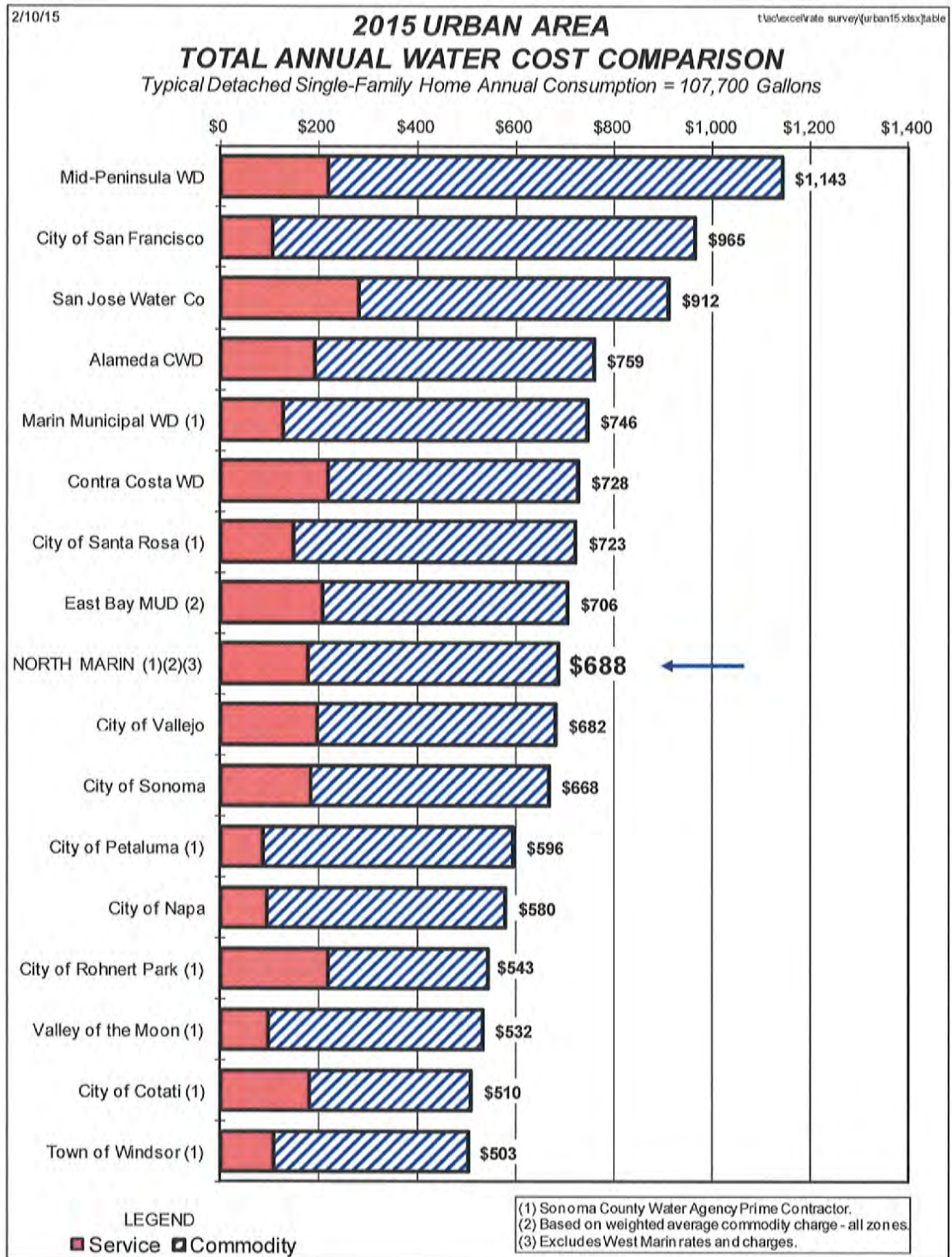
Sincerely,

A handwritten signature in black ink, appearing to read "Chris DeGabriele". The signature is fluid and cursive, with the first name "Chris" being more prominent.

Chris DeGabriele
General Manager

NOVATO WATER CHARGES

		Existing	Proposed	%
		6/1/14	6/1/15	Increase
A BI-MONTHLY SERVICE CHARGE OF:				
STANDARD 5/8-INCH METER		\$30.00	\$30.00	0.0%
1 -inch residential meter for fire sprinklers		\$34.00	\$34.00	0.0%
1 -inch meter		\$60.00	\$60.00	0.0%
1.5 -inch meter		\$73.00	\$73.00	0.0%
2 -inch meter		\$114.00	\$114.00	0.0%
3 -inch meter		\$227.00	\$227.00	0.0%
4 -inch meter		\$364.00	\$364.00	0.0%
6 -inch meter		\$761.00	\$761.00	0.0%
8 -inch meter		\$1,134.00	\$1,134.00	0.0%
PLUS A QUANTITY RATE OF:				
<u>Residential rate for each 1,000 gallons</u>		<u>Rate</u>	<u>Rate</u>	
First 615 gallons per day		\$4.29	\$4.42	3.0%
616 - 1,845 gallons per day		\$6.84	\$7.05	3.0%
Use in excess of 1,845 gallons per day.....		\$11.90	\$12.26	3.0%
<u>Rate for each 1,000 gallons for all other potable water accounts</u>				
Commercial, institutional & irrigation accounts - 11/1-5/31.....		\$4.73	\$4.87	3.0%
Commercial, institutional & irrigation accounts - 6/1-10/31.....		\$5.08	\$5.23	3.0%
<u>Rate for each 1,000 gallons for non-potable water</u>				
Recycled Water		\$4.73	\$4.87	3.0%
Raw (Untreated) Water		\$1.95	\$2.01	3.0%
PLUS AN ELEVATION ZONE RATE FOR EACH 1,000 GALLONS OF:				
<u>Zone</u>	<u>Elevation</u>	<u>Rate</u>	<u>Rate</u>	
A	0 through 60 feet.....	\$0.00	\$0.00	-
B	60 feet - 200 feet.....	\$0.48	\$0.49	3.0%
C	200 feet +.....	\$1.54	\$1.59	3.0%
Hydrants or Temporary Service.....		\$6.62	\$6.82	3.0%



10

MEMORANDUM

To: Board of Directors

Date: March 13, 2015

From: Drew McIntyre, Chief Engineer

Subject: Aqueduct Energy Efficiency Project (Reach A-D) – Progress Report No. 3
(Vali Cooper & Associates)

R:\Folders by Job No\7000 jobs\7118\B3 - Construction 7118.03\Construction Management\BOD Memos\7118.03 B3 Reach A-D VCA Progress Report No 3
BOD Memo 3-15.doc

RECOMMENDED ACTION: Information only

FINANCIAL IMPACT: None, information only

An oral presentation will be provided by Mr. Ken Sinclair, Construction Manager, with Vali Cooper & Associates, regarding current pipeline installation as part of NMWD's progress on the Aqueduct Energy Efficiency Project (Reach A-D). Attached is the third Construction Manager's Progress Report for Board review in preparation of the presentation provided by Vali Cooper & Associates (Attachment 1). An updated total NMWD AEEP cost summary is provided in Attachment 2. Total NMWD costs are still estimated to be below the February 2014 estimate of ~\$7.5M.

NORTH MARIN WATER DISTRICT AQUEDUCT ENERGY EFFICIENCY PROJECT REACHES A – D / MSN B3



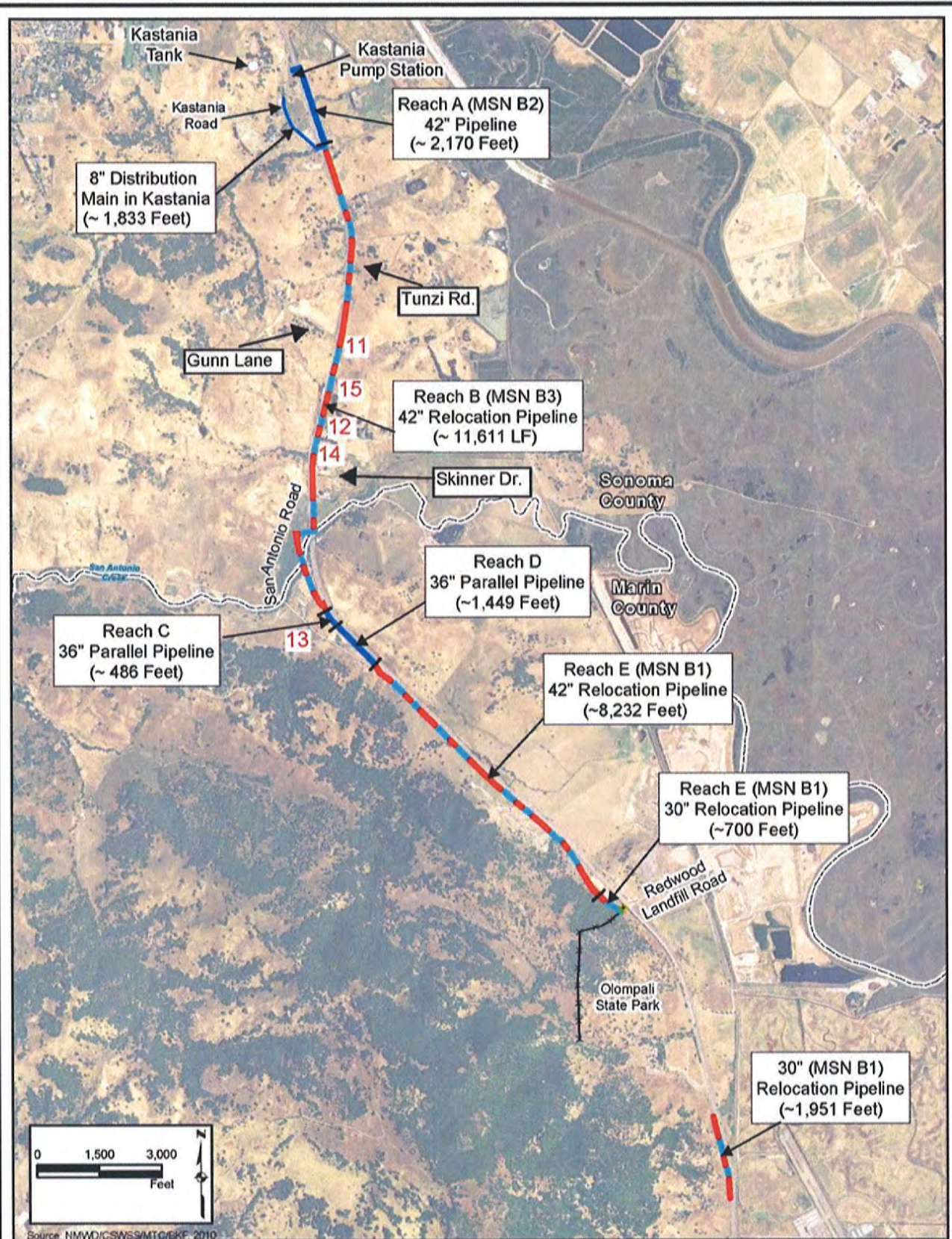
**NORTH MARIN
WATER DISTRICT**

Construction Management NMWD Board
Progress Report No. 3
Through February 28, 2015

Presented By:



Vali Cooper & Associates, Inc.
CONSTRUCTION & PROGRAM MANAGEMENT



Legend

- Relocation Pipeline
- Distribution Pipeline
- Parallel Pipeline
- x-x-x-x Olompali State Park Property Line

Photo location

Project Location

North Marin Water District
Aqueduct Energy
Efficiency Project

Summary of Construction Status

Contractor: Ghilotti Construction Company

▶ Base Contract Amount	\$12,275,517.00
▶ Change Orders Executed	\$848,765.33
▶ Total Contract Cost	\$13,124,828.33
▶ Contract Amount Earned	\$9,123,805.50
▶ Retention Withheld (total)	\$456,190.28
▶ Payments to Ghilotti Construction	
(total) excludes retention	\$8,667,615.23
▶ Estimated Percent Complete	70%



Summary of Construction Status

Schedule

- ▶ Notice to Proceed..... March 17, 2014
- ▶ Base Contract Duration 490 Consecutive Days
- ▶ Original Completion Date July 19, 2015
- ▶ Time Extension Authorized..... 0 Days
- ▶ Revised Duration 490 Consecutive Days
- ▶ Revised Completion Date July 19, 2015
- ▶ Weather Days (included in base duration)..... 15 Days
- ▶ Weather Days Expended (included in time expended)... 24 Days
- ▶ Time Expended..... 348 Days
- ▶ Percent Time Expended..... 71.0%



Construction Manager's Summary

1. SCHEDULE

- ▶ The latest schedule revision, through December 31, 2014 shows the project will be completed within the specified contract duration. The schedule shows the contractor completing the work on June 15, 2015. Since Ghilotti Construction Company did not work on the critical path activity of installing the 42-inch pipe in January or February and no critical path work is anticipated for March, the completion date may be pushed out three months. This extension would extend the contract completion date from July 19, 2015 to October 16, 2015 and the early completion date shown on the contractor's schedule would be pushed out to September 15, 2015.
- ▶ The project duration includes 15 weather days. Through the end of December, 24 weather days had been requested and granted. Because the project has been shutdown for the winter, all time impacts since the end of December will be addressed in a change order that will be processed for the shutdown. The exact length of the extension will be determined in the negotiations for the change order.



Construction Manager's Summary

2. WORK PROGRESS

- ▶ On December 5, the State Water Board issued a Notice of Violation (NOV) to NMWD for sediment leaving the site in surface runoff. There were several factors that contributed to the NOV that were outside the limits of the NMWD project. Discussions have been initiated with Caltrans on items related to work completed by their contractors that created issues for the District. These discussions are ongoing. A response and appropriate documentation has been provided to the Water Board and there has been no additional communication from them on this issue.
- ▶ During December, January and February, GCC was able to complete some work activities but none were on the critical path. Activities that were completed included the ongoing maintenance and improvement of the Storm Water Pollution Control Measures to reduce the transport of sediment from the site. Prior to and after each weather event, the installed measures were modified and cleaned as necessary. All appropriate reports were submitted to the State.
- ▶ GCC grouted the interior joints of installed pipeline and also cleaned the pipe.
- ▶ Storm drain inlets along northbound 101 that were removed during the installation of the pipeline were replaced.
- ▶ Planning was initiated for the installation of the northern tie-in. The installation of this tie-in is expected in the middle of March.



Construction Manager's Summary

3. TESTING

- ▶ No testing was completed during this period.

4. ANTICIPATED WORK - MARCH 2015 THROUGH MAY 2015

- ▶ The final horizontal directional drilled crossing will be completed at Gunn Lane (see photo in Slide 2).
- ▶ Work will continue on the installation of the 42 inch pipe in Reach B. The portion of the pipeline to be installed north of San Antonio Creek and south of Skinner Driveway will be completed. Pipe installation activities will also resume from the current end of pipe near the Yee Driveway toward the north (see photo in Slide 2).
- ▶ When weather allows, work on the Gunn Lane pump station will begin. Grading of the pump station site was to be completed by the contractor working on the Caltrans B2 contract. The grading is not expected to be completed by the B2 contractor until the fall of 2015 which would not meet the NMWD/GCC schedule. Caltrans has recently requested that GCC complete the grading as a change order to the NMWD Contract. Discussions are currently underway with GCC for a change order to complete the grading and also with Caltrans for the funding of this additional work. It is expected that the grading and pump station construction will begin during the next three months.



Construction Manager's Summary (Con't)

5. CHANGE ORDERS

- ▶ Through the end of February, approximately \$850,000 of the NMWD Board of Director approved limit of \$1,230,000 for change orders has been expended. Some of these change orders are in the process of approval. Caltrans is providing funding for many of the change orders and approval is obtained prior to executing each change order.
- ▶ A significant change order is in negotiation that will add grading at the Gunn pump station to the GCC contract. This grading was expected to be completed by others. The current estimate for this change is approximately \$360,000 and is not included in the total above and will be entirely funded by Caltrans.
- ▶ The value of fully executed change orders, the Gunn grading and other change orders that are known total approximately \$1,223,000 (approximately 10% of the base bid). This total is approaching the approved change order contingency so additional funding will be requested in a future Board meeting to increase the contingency to \$1,500,000.
- ▶ The portion of the \$1,500,000 to be reimbursed by Caltrans is estimated to be \$1,295,000 or 86% of the total change order amount.
- ▶ The estimated portion of the change order contingency to be paid by NMWD is approximately \$205,000 or 14% of the change order amount.



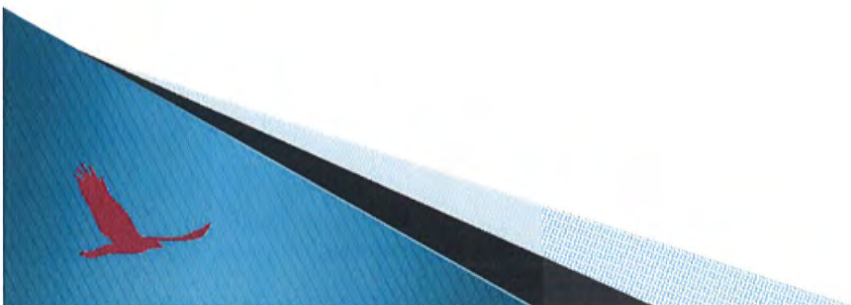
Project Administration

SUBMITTAL STATUS

	RECEIVED TO DATE	Dec, Jan, Feb	RETURNED	PENDING
First Time Shop Drawing Submittals	88	11	84	4
Request for Information	79	9	77	2

FIELD ORDERS

	TOTAL	Dec, Jan, Feb	ACTIVE	TOTAL COST OF ACTIVE ORDERS
Field Orders Issued	7	0	1	\$45,000.00



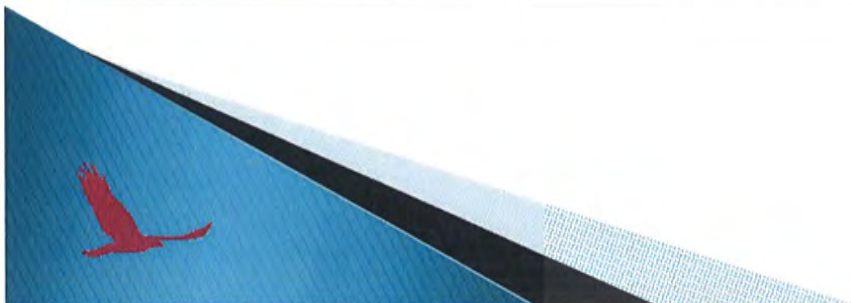
Project Administration

CHANGE ORDER SUMMARY

	TOTAL	Dec, Jan, Feb		TOTAL COST OF ACTIVE ORDERS
Value of Change Orders Executed	30	24		\$371,385.50
Value of Change Orders Executed to Date				\$848,765.33
Percent to Date of Original Contract				6.9%

WEATHER RELATED DELAYS

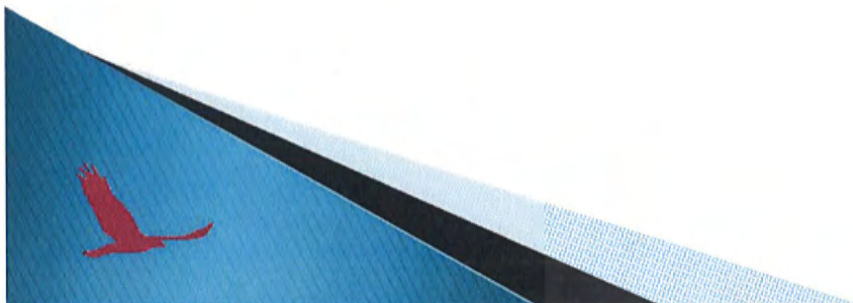
				DAYS
Base Contract Allowance				15
Weather Related Days in Dec, Jan and Feb				19
Weather Related Days to Date				24



Project Photos



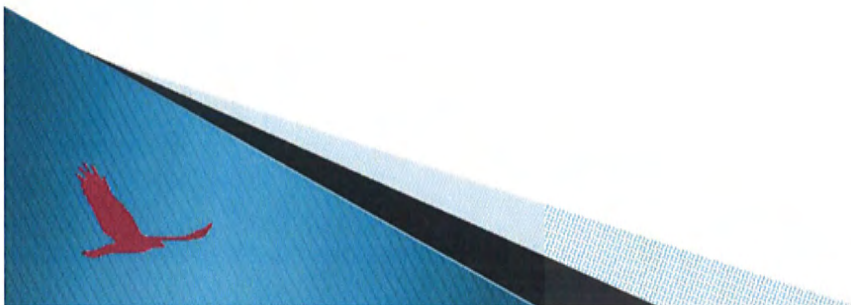
**Run-off from Adjacent Site onto NMWD Site
(See Photo Location #11 on Slide 2)**



Project Photos



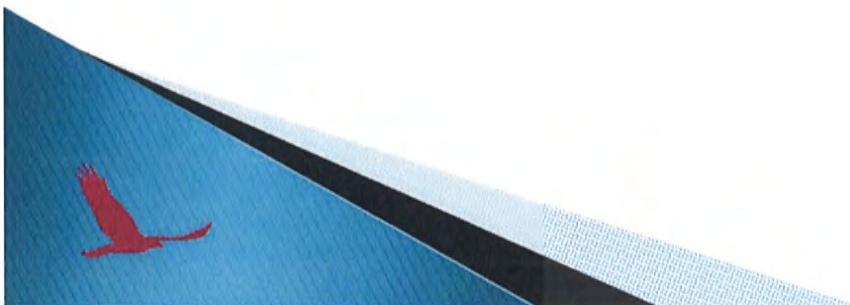
**Run-off from Adjacent Site onto NMWD Site
(See Photo Location #12 on Slide 2)**



Project Photos



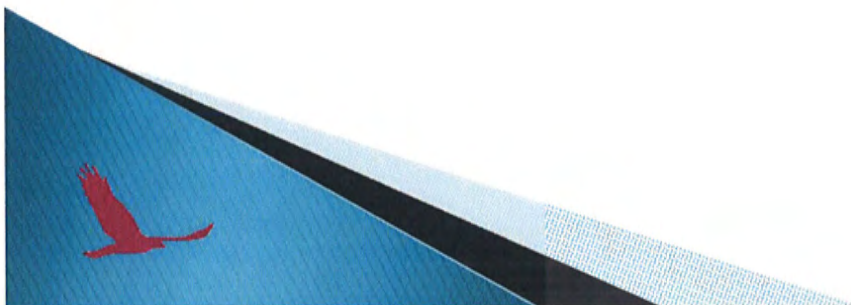
**Flooding Along Pipe Alignment
(See Photo Location #13 on Slide 2)**



Project Photos



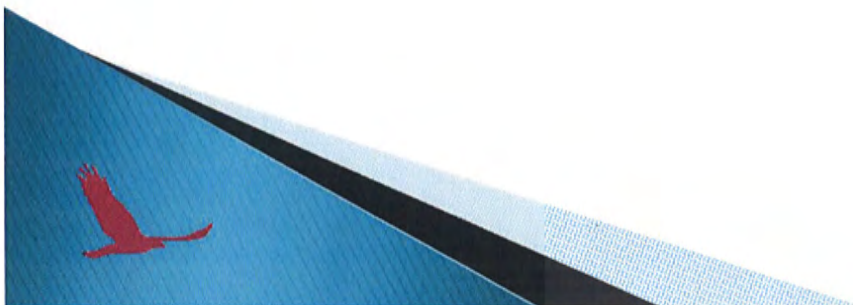
**Erosion Control Measures Installed Along NB 101
(See Photo Location #14 on Slide 2)**



Project Photos



**Installed Erosion Control Measures Near Tunzi Road
(See Photo Location #15 on Slide 2)**



**NORTH MARIN WATER DISTRICT
WATER SYSTEM CAPITAL IMPROVEMENT PROJECTS
PROJECT SUMMARY
(as of Feb 28, 2015)**

COMPLETED BY: Drew McIntyre UPDATED BY: Drew McIntyre
 DATE: 1/13/2011 DATE: 3/12/2014
 SERVICE AREA: ☒ **NOVATO** ☐ **WEST MARIN** ☐ **OCEANA MARIN**

Job No.	1.7118.XX	Title: Aqueduct Energy Efficiency Project							
Facility No.						Facility Type (Pipelines, Pump Stations, etc.): Treatment Plant			
Description:									
Upsize from 30" to 42" approximately 20,400 feet of NMWD's aqueduct that is being relocated as part of CalTrans Marin Sonoma Narrows (MSN) B1 and B3 projects. In addition, construct approx. 2,500 feet of parallel 36" pipe for the gap closure between B1 and B3 and also extend a new 42" pipe approximately 2,500 feet from the south end of Kastania Rd to the Kastania PS (along the east side of Hwy).									
Project Justification:									
The MSN project will require relocation of approx. 80% of NMWD's aqueduct from Kastania PS to Redwood Landfill Overpass. The incremental cost to increase this segment of the pipeline is only about 12% of the total project cost. Furthermore, removing Kastania PS from service will save \$25M to \$38 M over the life of the project (100 to 150 years). Of that savings, NMWD would save \$3.7M to \$5.6M over the life of the project.									
	Baseline Cost Estimate	Initial (1/11)	Update (2/14)	Update (2/15)	Expended to Date	Baseline Schedule	Start	Finish (Est.)	Finish (Actual)
1	Project Development (thru FY10)	\$12,000	\$12,000	\$12,000	\$12,000	Project Dev.	Sep-09	Jun-10	Jun-10
2	Design (1)	\$270,000	\$524,000	\$524,000	\$506,000	Design	Jan-11	Aug-11	Feb-15
3	EIR Phase (2)	\$335,200	\$335,200	\$335,200	\$335,200	Permitting	Sep-09	Jul-11	Jul-11
4	Geotechnical(3)	\$30,000	\$30,000	\$30,000	\$30,000	Const. Rch E	Mar-13	Mar-14	Mar-14
5	Const. for Reach E & B Betterment (4)	\$3,042,950	\$1,887,071	\$984,735	\$745,805	Const. Rch A-D	Mar-14	Aug -15	
6	Construction for Gap Closures (5)	\$2,825,000	\$3,134,250	\$3,345,849	\$2,007,509	Project Closeout	Aug -15	Oct -15	
7	HWY 101 Encroachment (6)	\$780,000	\$366,900	\$421,949	\$421,949				
	Depreciation (7)	\$0	\$60,026	\$60,026	\$0				
8	Const. Management/Administration	\$600,000	808,233	712,880	\$427,728				
	Change Orders (NMWD share)			250,000	\$82,067				
9	SubTotal	\$7,895,150	\$7,157,680	\$6,676,639	\$4,568,258				
#	Project Contingency (9)	\$394,758	\$357,884	\$667,664					
	Total	\$8,289,908	7,515,564	7,344,302	\$4,568,258				
Comments:									
(1) total Pt 04 cost as of Jan 2014 is \$853K - \$12K-\$335K-\$30K= \$476K *1.1 (estimate to finish) = \$524K									
(2) W&K initial CEQA of \$73,782 plus \$236,400 extra for full EIR plus \$25K contingency									
(3) Estimate for gap closure and Kastania Extension only									
(4) B1 (\$427K) + B3 Betterment from Utility Agreement (\$557,735)									
(5) GCC Reach A-D bid cost of \$12,275,517-(\$8,371,933+\$557,735) Reach B base + betterment bid cost									
(6) from final Utility Agreement									
(7) 10,519 of Reach B depreciated at (10,519/10,882)*\$62,097 (refer to Dec 5 2011 DMc depreciation memo, File 7118.01)									
(8) Estimate at 15% of construction cost of Item 5,6&7									
(9) Estimate at only 5% since construction costs already have a built in contingency									

11

MEMORANDUM

To: Board of Directors
From: Robert Clark, Operations/Maintenance Superintendent *RAC*
Subject: Replacement Vehicle Expenditure Update
X:\MAINT SUP\2015\BOD\Vehicle Purchase change BOD .doc

March 13, 2015

RECOMMENDED ACTION: Information**FINANCIAL IMPACT:** \$56,000

As part of our adopted FY 2014/15 Equipment Budget staff identified the need to replace the two 2005 Honda Civic Hybrid vehicles. After receiving Board of Director comments on that plan staff has reconsidered the value of keeping these vehicles past the end of their warranty period and to incur maintenance expenses through the 110,000 mile limit in our vehicle policy. The vehicle life to date operational cost for these two vehicles is approximately \$0.22 per mile. Staff has calculated that this cost per mile will not exceed \$0.25 when the expected long term maintenance costs are included. The average operational cost per mile for our current fleet is \$0.44.

In review of the five year vehicle replacement plan staff has identified the need to replace the 2006 Chevrolet Colorado with 122,679 miles and the 2000 Dodge Dakota 114,560 miles. Two new vehicles will be purchased through the California State vehicle bid program and will include a Ford Escape and a Ford F150 pick up. The cost estimate for replacement vehicles will not exceed the remaining \$59,000 in the adopted FY 2014/15 Equipment Budget. This cost includes outfitting each vehicle with a radio and a tool box for the pick up.

When these new vehicles have been delivered staff plans to have the 2000 Dodge Dakota, 2006 Chevrolet Colorado and the 1989 Kalmar forklift taken to the First Capitol Auction for resale. Recently the 1993 Case loader was sold in the February First Capitol Auction sale and the District received \$10,020 from that sale.

12

MEMORANDUM

To: Board of Directors

March 13, 2015

From: David L. Bentley, Auditor-Controller

Subj: Information – FY15/16 CalPERS Employer Rate

t:\aclword\personnel\pers\fy15 rate.docx

RECOMMENDED ACTION: Information Only**FINANCIAL IMPACT:** \$934,000 Expense in FY16 – a \$111,000 Increase from FY15

The District's fiscal year 2015-2016 (FY16) employer contribution rate will increase by 3.5% of payroll, to the equivalent of 19.195%¹ of payroll. The FY16 employer rate increase exceeds the 2.45% increase projected by CalPERS actuarial staff one year ago. CalPERS attributes the upward revision to three actuarial changes since the prior year's valuation:

1. A change in gain and loss amortization and rate smoothing policies;
2. An increase in the assumed retirement age for terminated vested employees;
3. PEPRRA legislation which effectively closed all "classic" risk pools thereby invalidating the assumption that future employees would help amortize existing unfunded liabilities.

The total District retirement contribution next fiscal year, including the employer-paid employee contribution², will be \$934,000³, a \$111,000 increase from the current year. Absent liquidation of the District's \$2.07M side-fund liability in June 2014, the required retirement contribution would have been \$1,172,000⁴. Eliminating the side-fund liability reduced next fiscal year's retirement expense by \$238,000.

A CalPERS preliminary projection for the following fiscal year, FY17, shows that the District should anticipate a 21% employer rate⁵, adding another \$40,000 to the annual obligation. The projected FY17 contribution is based on an estimated CalPERS investment return of 18% for the year ending June 30, 2014.

The District's unfunded liability was \$10.2 million at June 30, 2013 (the most recent data available), down from \$11.3 million one year earlier. The funded ratio⁶ was 71.7%, up from 67.3% the prior year.

¹ Beginning in FY16 CalPERS will collect employer contributions toward each agency's unfunded liability in fixed dollar amounts instead of as a percentage of payroll. The District's FY16 payment toward its unfunded liability is \$414,909, which CalPERS calculates as equivalent to 9.524% of payroll.

² The employer-paid employee contribution is 3.2% of payroll through September 30, 2015, then 1.6% for the balance of FY16, pursuant to the NMWD Employee Association MOU.

³ Contribution amount is based on payroll of \$4.5 million, which is the February 28, 2015 payroll adjusted for the 1.6% reduction in the employer-paid employee contribution and offsetting 1.6% salary increase effective October 1 of each fiscal year as per the MOU.

⁴ Liquidating the District's side-fund liability in June 2014 reduced the FY15 employer contribution by 5.456% of payroll, which equates to \$238,000.

⁵ Based on a projected rate of 10.1% plus a payment of \$481,542 toward the unfunded liability which, using CalPERS assumed 3% payroll increase, equates to 10.732% of payroll, for a total of 20.832%.

⁶ Funded ratio is calculated as the market value of assets divided by the accrued liability. Fitch Ratings agency generally considers a funded ratio of 70% or above to be adequate and less than 60% to be weak. See:

"Enhancing the Analysis of U.S. State and Local Government Pension Obligations," Feb. 17, 2011.

http://www.ncpers.org/Files/2011_enhancing_the_analysis_of_state_local_government_pension_obligations.pdf

History of North Marin Water District CalPERS Contribution

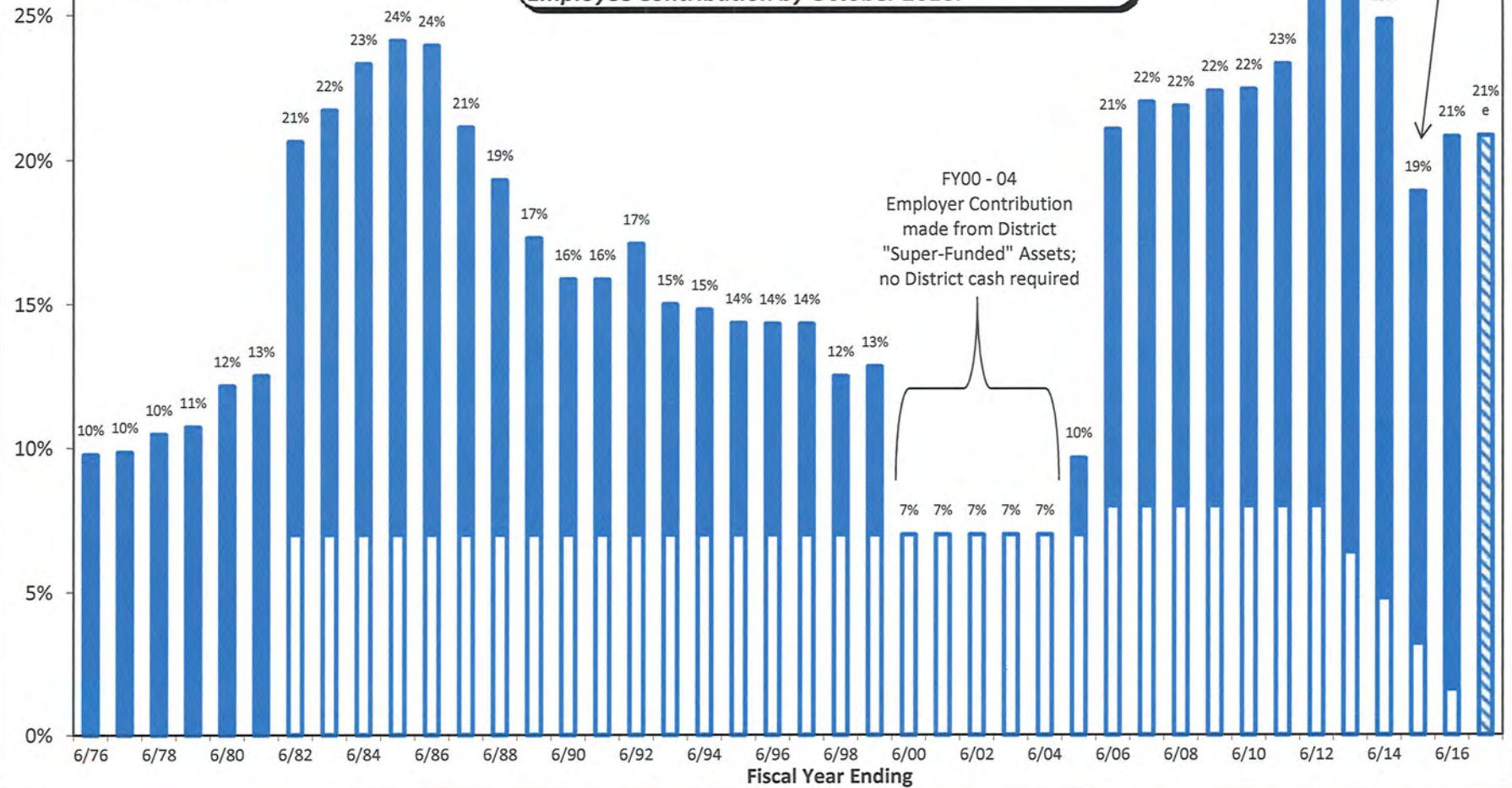
% of
Payroll

30%

- Employer Contribution
- ▨ Employer-Paid Employee Contribution

The District joined CalPERS 11/1/75 & began paying the Employee Contribution 7/1/81. In 2012 the District & Employees agreed to phase-out the Employer-Paid Employee Contribution by October 2016.

\$2.07M
Side-Fund
Liability
Paid-Off




13

MEMORANDUM

To: Board of Directors

March 13, 2015

From: Chris DeGabriele, General Manager 

Subj: State Water Resources Control Board Amended Emergency Regulations for Urban Water Conservation

t:\gm\swrcb\memo to bod emergency regulations 0315.docx

RECOMMENDED ACTION: Information Only**FINANCIAL IMPACT:** Not known at this time

On Tuesday, March 17th, the State Water Resources Control Board will consider amending and re-adopting Drought Related Emergency Regulations for Urban Water Conservation. Recall that last July, the State Board adopted Emergency Requirements for Water Conservation, which limited outdoor irrigation and waste of water in response to drought conditions. The State Water Resources Control Board staff report, the proposed Resolution and the proposed Drought Emergency Water Conservation Regulations (in high-light strike format) are attached for your information.

Significant changes in the proposed amended regulations include:

- A prohibition on irrigation of turf or ornamental landscapes during and 48 hours following measureable precipitation.
- A requirement for Urban Water Suppliers that do not already have a limit on the number of days that outdoor irrigation of ornamental landscapes or turf with potable water is allowed to limit such irrigation to no more than 2 days per week.
- Clarification that small Urban Water Suppliers are required to limit outdoor irrigation of ornamental landscapes or turf with potable water to no more than 2 days per week or implement other mandatory conservation measures intended to achieve a 20% reduction in water consumption.

NMWD's Water Shortage Contingency Plan does not have a limit on days per week for irrigation water use. Thus absent some flexibility as requested in the attached letter to the State Board (last page of the attachments), NMWD will have to follow the State Board's guidance. NMWD Operations and Water Conservation staff are now contemplating the best way to do that. Additionally, the proposed Emergency Water Conservation Requirements will apply to the West Marin Service Area, even though normal year conditions will be in effect on Lagunitas Creek.

**STATE WATER RESOURCES CONTROL BOARD
BOARD MEETING SESSION – OFFICE OF RESEARCH, PLANNING AND PERFORMANCE
MARCH 17, 2015**

ITEM 7

SUBJECT

CONSIDERATION OF A PROPOSED RESOLUTION AMENDING AND READOPTING
DROUGHT-RELATED EMERGENCY REGULATIONS FOR URBAN WATER CONSERVATION

DISCUSSION

On January 17, 2014, Governor Brown declared a drought state of emergency. On April 25, 2014, the Governor signed an Executive Order calling on the State to redouble its drought actions. Among other things, the Executive Order directed the State Water Board to adopt emergency regulations as it deemed necessary, pursuant to Water Code section 1058.5, to ensure that Urban Water Suppliers implement drought response plans to limit outdoor irrigation and other wasteful water practices.

On July 15, 2014, the State Water Board adopted Resolution 2014-0038, which adopted an emergency regulation for water conservation that added new sections to Title 23 of the California Code of Regulations. The existing emergency regulation became effective on July 28, 2014 upon approval by the Office of Administrative Law.

The existing water conservation emergency regulation includes prohibitions on certain water uses and requires larger urban water suppliers to activate their Water Shortage Contingency Plan to a level where outdoor irrigation restrictions are mandatory. In communities where no water shortage contingency plan exists, the regulation requires that water suppliers either limit outdoor irrigation to twice a week or implement other comparable conservation actions. Finally, large urban water suppliers must report water use on a monthly basis to track progress.

Absent further action, the existing emergency regulation will expire on April 25, 2015. The U.S. Drought Monitor, however, currently classifies almost the entire State of California as experiencing severe to exceptional drought conditions. In average years, the snowpack stores water during the winter months and releases it through melting in the spring and summer to replenish rivers and reservoirs. However, warm and relatively dry weather conditions this year have reduced the amount of snowpack in California's mountains. As of March 3, 2015, the Sacramento Region cumulative precipitation was 87 percent of average for that date (8-Station Index). However, most of that precipitation fell as rain, and Northern Sierra snow water content is extremely low, at 16 percent of average. Similarly, Central and Southern Sierra snowpack is at 20 and 21 percent of average, respectively. Continued action is, therefore, needed to ensure urban water suppliers and all Californians are taking sufficient actions to conserve water and preserve the State's water supply. In addition to continuing the requirements contained in the existing emergency regulation, the following updates are proposed:

- A prohibition on irrigation of turf or ornamental landscapes during and 48 hours following measurable precipitation.

- Hospitality sector restrictions requiring that water only be served on request in restaurants and bars, and requiring the operators of hotels and motels to offer patrons the option of not having their towels and linens washed daily.
- A requirement for urban water suppliers that do not already have a limit on the number of days that outdoor irrigation of ornamental landscapes or turf with potable water is allowed, to limit such irrigation to no more than two days per week.
- A requirement that urban water suppliers promptly notify their customers when they are aware of leaks within the customer's control.
- Additional reporting requirements for urban water suppliers on compliance and enforcement efforts being undertaken within their service areas.
- Clarification that small urban water suppliers are required to limit outdoor irrigation of ornamental landscapes or turf with potable water to no more than two days per week or implement other mandatory conservation measures intended to achieve a 20 percent reduction in water consumption.

POLICY ISSUE

Should the State Water Board adopt the proposed resolution and accompanying regulation?

FISCAL IMPACT

Fiscal considerations are addressed as a part of drought funding.

REGIONAL BOARD IMPACT

None.

STAFF RECOMMENDATION

Staff recommends that the State Water Board adopt the proposed resolution adopting the emergency regulation.

DRAFT

STATE WATER RESOURCES CONTROL BOARD RESOLUTION NO. 2015-

TO ADOPT AN EMERGENCY REGULATIONS FOR STATEWIDE URBAN WATER CONSERVATION

WHEREAS:

1. On April 25, 2014, Governor Edmund G. Brown Jr. issued an executive order (April 2014 Proclamation) to strengthen the State's ability to manage water and habitat effectively in drought conditions, and called on all Californians to redouble their efforts to conserve water. The April 2014 Proclamation finds that the continuous severe drought conditions present urgent challenges across the State, including water shortages in communities and for agricultural production, increased wildfires, degraded habitat for fish and wildlife, threat of saltwater contamination, and additional water scarcity, if drought conditions continue into 2015. The April 2014 Proclamation also suspends the environmental review required by the California Environmental Quality Act to allow the emergency regulation and other actions to take place as quickly as possible;
2. The April 2014 Proclamation refers to the Governor's Proclamation No. 1-17-2014, issued on January 17, 2014, declaring a drought State of Emergency to exist in California due to severe drought conditions (January 2014 Proclamation). The January 2014 Proclamation finds that dry conditions and lack of precipitation present urgent problems to drinking water supplies and cultivation of crops, which put farmers' long-term investments at risk. The conditions also threaten the survival of animals and plants that rely on California's rivers, including many species in danger of extinction. The January 2014 Proclamation also calls on all Californians to reduce their water usage by 20 percent;
3. On December 22, 2014, in light of the continued lack of rain, Governor Brown issued Executive Order B-28-14, which extends the California Environmental Quality Act suspension through May 31, 2016 for Water Code section 13247 and certain activities identified in the January 2014 and April 2014 proclamations;
4. Drought conditions are continuing. As of March 3, 2015, snow water equivalents for the Northern, Central, and Southern Sierra regions were at 16 percent, 20 percent, and 21 percent of normal for that date, respectively. Additionally, most reservoirs are less than 60 percent full and January 2015 was one of the driest months ever recorded in California history. Moreover, many communities face the prospect of needing emergency drinking water supplies;
5. The likelihood that any additional precipitation will significantly reduce the severity of drought conditions this year is extremely low;
6. Water Code section 1058.5 grants the State Water Board the authority to adopt emergency regulations in certain drought years in order to: "prevent the waste, unreasonable use, unreasonable method of use, or unreasonable method of diversion, of water, to promote water recycling or water conservation, to require curtailment of diversions when water is not available under the diverter's priority of right, or in furtherance of any of the foregoing, to require reporting of diversion or use or the preparation of monitoring reports";

DRAFT

7. On July 15, 2014, the State Water Board adopted an emergency regulation to support water conservation (Resolution No. 2014-0038), and that regulation became effective July 28, 2014 upon approval by the Office of Administrative Law (OAL);
8. The current emergency regulation will expire on April 25, 2015;
9. The current emergency regulation has supported Californians' water conservation efforts, with over 119 billion gallons saved from August 2014 through January 2015;
10. Many Californians have taken bold steps over the years and in this year to reduce water use; nevertheless, the dire nature of the current drought requires additional conservation actions from residents and businesses. Some severely-affected communities have implemented water rationing, limiting water use in some cases to only 50 gallons per person per day, foregoing showers, laundry, toilet flushing, and all outdoor watering;
11. Water conservation is the easiest, most efficient and most cost-effective way to quickly reduce water demand and extend supplies into the next year, providing flexibility for all California communities. Water saved this summer is water available later in the season or next year, giving water suppliers the flexibility to manage their systems efficiently;
12. In many areas, 50 percent or more of daily water use is for lawns and outdoor landscaping. Outdoor water use is generally discretionary, and many irrigated landscapes would not suffer greatly from receiving a decreased amount of water;
13. Most urban water suppliers have placed restrictions on outdoor watering, but the State Water Board has nevertheless received many reports of excessive water use;
14. Education and enforcement against water waste is a key tool in conservation programs. When conservation becomes a social norm in a community, the need for enforcement is reduced or eliminated;
15. Public information and awareness is critical to achieving conservation goals, and the Save Our Water campaign, run jointly by the Department of Water Resources (DWR) and the Association of California Water Agencies, is an excellent resource for conservation information and messaging that is integral to effective drought response (<http://saveourwater.com>);
16. Other parts of the world have faced social and economic hardship due to severe drought. Californians must continue to make lifestyle changes, including landscape choices that conserve even more water;
17. On March 6, 2015, the State Water Board issued public notice that it would consider the adoption of the emergency regulation at the Board's regularly-scheduled March 17, 2015 public meeting, in accordance with applicable State laws and regulations. The State Water Board also distributed for public review and comment a Finding of Emergency that complies with State laws and regulations;
18. As discussed above, the State Water Board is adopting the emergency regulation because of the continuing emergency drought conditions, the need for prompt action, and the need to act before the current emergency regulation expires on April 25, 2015; and

DRAFT

19. Nothing in the regulation or in the enforcement provisions of the regulation precludes a local agency from exercising its authority to adopt more stringent conservation measures. Moreover, the Water Code does not impose a mandatory penalty for violations of the regulation adopted by this resolution, and local agencies retain the enforcement discretion in enforcing the regulation to the extent authorized. Local agencies are encouraged to develop their own progressive enforcement practices to promote conservation.

THEREFORE BE IT RESOLVED THAT:

1. The State Water Board re-adopts California Code of Regulations, title 23, sections 863, 864, and 865, as appended to this resolution as an emergency regulation;
2. State Water Board staff will submit the regulation to the OAL for final approval;
3. If, during the approval process, State Water Board staff, the State Water Board, or OAL determines that minor corrections to the language of the regulation or supporting documentation are needed for clarity or consistency, the State Water Board Executive Director or designee may make such changes;
4. This regulation shall remain in effect for 270 days after filing with the Secretary of State unless the State Water Board determines that it is no longer necessary due to changed conditions, or unless the State Water Board renews the regulation due to continued drought conditions as described in Water Code section 1058.5;
5. The State Water Board directs staff to provide the Board with monthly updates on the implementation of the emergency regulation and its effect;
6. The State Water Board directs staff to condition funding upon compliance with the emergency regulation, to the extent feasible;
7. The State Water Board directs staff to work with the DWR and the Save Our Water campaign to disseminate information regarding the emergency regulations; and
8. The State Water Board directs staff to update the electronic reporting portal to include data fields for local agencies to report on compliance and enforcement activities.

THEREFORE BE IT FURTHER RESOLVED THAT:

9. The State Water Board commends Californians who heeded the call for conservation and have helped to save over 119 billion gallons from August 2014 through January 2015. The State Water Board calls upon Californians to redouble their conservation efforts in the face of a fourth year of severe drought. For homeowners and businesses that have delayed removing turf, planting drought-tolerant landscapes, or installing efficient irrigation systems, the time to act is now;
10. The State Water Board calls upon water suppliers to ensure that they have adequate personnel and financial resources to implement conservation requirements not only for 2015, but also for another year of drought should it occur. Water suppliers that face budget shortfalls due to reduced sales should take immediate steps to raise necessary revenues in a way that actively promotes continued conservation. In Resolution No. 2014-0038, the State Water Board called on all urban water suppliers to evaluate

D R A F T

their rate structures and begin to implement needed changes as part of planning for another dry year. These efforts should be continued and redoubled;

11. Disadvantaged communities may require assistance in increasing water conservation and State agencies should look for opportunities to provide assistance in promoting water conservation;
12. The State Water Board calls upon all water suppliers to take further actions to increase water conservation, such as by:
 - a. providing customers with timely and easy-to-understand information on the average
 - b. number of gallons they use each month and each day within their billing period; accelerating the completion of projects that will conserve potable water by making use of non-potable supplies, such as recycled water and stormwater collection projects; and
 - c. accelerating projects to fix leaks, and to conduct a system-wide water loss audit as soon as possible;
13. The State Water Board calls upon the restaurant and hospitality industry to take further actions to increase water conservation, such as by utilizing water efficient pre-rinse spray valves for dish washing and training staff on the new regulation so that the minimum amount of water is used to wash towels and linens; and
14. The State Water Board directs staff to develop a statewide portal for reporting water waste.

CERTIFICATION

The undersigned Clerk to the Board does hereby certify that the foregoing is a full, true, and correct copy of a resolution duly and regularly adopted at a meeting of the State Water Resources Control Board held on March 17, 2015.

Jeanine Townsend
Clerk to the Board

Article 22.5. Drought Emergency Water Conservation

§.863 Findings of Drought Emergency

(a) The State Water Resources Control Board finds as follows:

(1) On January 17, 2014, the Governor issued a proclamation of a state of emergency under the California Emergency Services Act based on drought conditions;

(2) On April 25, 2014, the Governor issued a proclamation of a continued state of emergency under the California Emergency Services Act based on continued drought conditions;

(3) The drought conditions that formed the basis of the Governor's emergency proclamations continue to exist;

(4) The present year is critically dry and has been immediately preceded by two or more consecutive below normal, dry, or critically dry years; and

(5) The drought conditions will likely continue for the foreseeable future and additional action by both the State Water Resources Control Board and local water suppliers will likely be necessary to further promote conservation.

Authority: Wat. Code, § 1058.5.

References: Wat. Code, §§ 102, 104, 105.

§ 864 ~~Prohibited Activities~~ End-User Requirements in Promotion of Water Conservation

(a) To promote water conservation, each of the following actions is prohibited, except where necessary to address an immediate health and safety need or to comply with a term or condition in a permit issued by a state or federal agency:

(1) The application of potable water to outdoor landscapes in a manner that causes runoff such that water flows onto adjacent property, non-irrigated areas, private and public walkways, roadways, parking lots, or structures;

(2) The use of a hose that dispenses potable water to wash a motor vehicle, except where the hose is fitted with a shut-off nozzle or device attached to it that causes it to cease dispensing water immediately when not in use;

(3) The application of potable water to driveways and sidewalks; and

(4) The use of potable water in a fountain or other decorative water feature, except where the water is part of a recirculating system.

(5) The application of potable water to outdoor landscapes during and up to 48 hours after measurable rainfall.

(6) The serving of drinking water other than upon request in eating or drinking establishments, including but not limited to restaurants, hotels, cafes, cafeterias, bars, or other public places where food or drink are served and/or purchased.

(b) To promote water conservation, operators of hotels and motels shall provide guests with the option of choosing not to have towels and linens laundered daily. The hotel or motel shall prominently display notice of this option in each bathroom using clear and easily understood language.

(c) The taking of any action prohibited in subdivision (a), of this section or the failure to take any action required in subdivision (b), in addition to any other applicable civil or criminal penalties, is an infraction, punishable by a fine of up to five hundred dollars (\$500) for each day in which the violation occurs.

Authority: Wat. Code, § 1058.5. References: Wat. Code, §§ 102, 104, 105.

§865 Mandatory Actions by Water Suppliers

(a) The term “urban water supplier,” when used in this section, refers to a supplier that meets the definition set forth in Water Code section 10617, except it does not refer to suppliers when they are functioning solely in a wholesale capacity, but does apply to suppliers when they are functioning in a retail capacity.

(b)

(1) To promote water conservation, each urban water supplier shall implement all requirements and actions of the stage of its water shortage contingency plan that ~~imposes~~includes mandatory restrictions on the number of days that outdoor irrigation of ornamental landscapes or turf with potable water is allowed. Urban water suppliers with approved alternate plans as described in subdivision (b)(2) are exempted from this requirement.

(2) ~~As an alternative to subdivision (b)(1),~~ an urban water supplier may submit a request to the Executive Director for approval of an alternate plan that includes allocation-based rate structures that satisfies the requirements of chapter 3.4 (commencing with section 370) of division 1 of the Water Code, and the Executive Director may approve such an alternate plan upon determining that the rate structure, in conjunction with other measures, achieves a level of conservation that would be superior to that achieved by implementing limitations on outdoor irrigation of ornamental landscapes or turf with potable water by the persons it serves to no more than two days per week.

(c) To promote water conservation, each urban water supplier that does not have a water shortage contingency plan that restricts the number of days that outdoor irrigation of ornamental landscapes and turf with potable water is allowed, or has been notified by the Department of Water Resources that its water shortage contingency plan does not meet the requirements of Water Code section 10632 shall, within thirty (30) days, limit outdoor irrigation of ornamental landscapes or turf with potable water by the persons it serves to no more than two days per week ~~or shall implement another mandatory conservation measure or measures intended to achieve a comparable reduction in water consumption by the persons it serves relative to the amount consumed in 2013.~~

(d) In furtherance of the promotion of water conservation each urban water supplier shall:

(1) Provide prompt notice to a customer whenever the supplier obtains information that indicates that a leak may exist within the end-users exclusive control.

(2) Prepare and submit to the State Water Resources Control Board by the 15th of each month a monitoring report on forms provided by the Board. The monitoring report shall include the amount of potable water the urban water supplier produced, including water provided by a wholesaler, in the preceding calendar month and shall compare that amount to the amount produced in the same calendar month in 2013. The monitoring report shall specify the population served by the urban water supplier, the percentage of water produced that is used for the residential sector, descriptive statistics on water conservation compliance and enforcement efforts, and the number of days that outdoor irrigation is allowed. Beginning October 15, 2014, the monitoring report shall also estimate the gallons of water per person per day used by the residential customers it serves. In its initial monitoring report, each urban water supplier shall state the number of persons it serves.

(e) To promote water conservation, each distributor of a public water supply, as defined in Water Code section 350, that is not an urban water supplier shall, within thirty (30) days, take one or more of the following actions:

(1) Limit outdoor irrigation of ornamental landscapes or turf with potable water by the persons it serves to no more than two days per week; or

(2) Implement another mandatory conservation measure or measures intended to achieve a ~~comparable~~20 percent reduction in water consumption by the persons it serves relative to the amount consumed in 2013.

Authority: _____ Wat. Code, § 1058.5.

References: Wat. Code, §§ 102, 104, 105; 350; 10617; 10632.



**NORTH MARIN
WATER DISTRICT**

Delivered by email to: commentletters@waterboards.ca.gov

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March 12, 2015

State Water Resources Control Board
c/o Jeannie Townsend
1001 I Street 24th Floor
Sacramento, CA 95814

Re: Proposed Resolution to Amend and Readopt Drought Related Emergency Regulations for Urban Water Conservation

Dear Chair Marcus and Members of the State Board:

I appreciate the opportunity to comment on this all-important item as California enters its fourth year of drought. To-Date (since Governor Brown signed his executive order declaring a drought in late January 2014), North Marin Water District (NMWD) has reduced total water production by 540MG compared to the equivalent period in 2013. This was done by North Marin customers taking steps to reduce outdoor irrigation and wasteful water practices beginning in February 2014. NMWD has also complied with the Emergency Water Conservation Regulations enacted by the State Board in July 2014 and since that time cumulative total potable water production is down 20% compared to 2013.

The 2014-15 water year has been better than last as NMWD's local surface water reservoir, Stafford Lake, filled in mid-December 2014. Since NMWD has a better water supply situation this year we ask for some flexibility to manage customer water use by using the same provisions adopted by the State Board last year and urge the State Board to reinsert the language now removed from Section 865(c) of the proposed text of emergency regulations. This will enable urban water suppliers to "implement another mandatory conservation measure or measures intended to achieve a comparable reduction in water consumption by the persons it serves relative to the amount consumed in 2013."

Sincerely,


Chris DeGabriele
General Manager

CD/kly

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14

DISBURSEMENTS - DATED MARCH 12, 2015

Date Prepared 3/10/15

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
P/R*	Employees	Net Payroll PPE 2/28/15	\$118,791.07
EFT*	Bank of the West	Federal & FICA Taxes PPE 2/28/15	51,205.19
EFT*	State of California	State Taxes & SDI PPE 2/28/15	8,810.17
1	ACWA	Registration Fee for Small Hydro Workshop in Sacramento on 3/19 (Jackson)	69.00
2	Athens Administrators	Replenish Workers' Comp Account Cost (2/1/15-2/28/15) (Venegas)	5,951.95
3	AT&T	February Internet Service @ PRTP	75.00
4	AT&T	Fax, Voice & RTU Lines	141.26
5	Automation Direct	RTU Parts (\$389) & Radio Telemetry Switch (\$198)	587.75
6	Bastogne	Refund Overpayment on Closed Account	95.00
7	Blastco	Progress Pymt #4: Atherton Tank Rehabilitation Project (Balance Remaining on Contract \$916,071)	250,895.00
8	Calif Contractors Supplies	Penetrating Lubricant (36-16 oz Cans)	480.69
9	CalPERS Retirement System	Pension Contribution PPE 2/28/15	43,097.50
10		Cafeteria Plan: Uninsured Medical Reimbursement	200.00
11	CSW/Stuber-Stroeh Engineering	Progress Pymt #1: Stafford Dam Concrete Spillway Repair (\$2,630) & Frosty Lane Intertie (\$2,804) (Balance Remaining on Contract \$5,047)	5,434.00
12	Environmental Express	Standards (Lab)	90.17
13	Eurofins Eaton Analytical	Testing Services for Unregulated Containment (Lab)	1,750.00

Seq	Payable To	For	Amount
14	Fisher Scientific	Weighting Paper (150), Cleaner (1 gal), Autoclave Bags (200), Sample Bottles (12) (\$159), Bacteria Growth Media (50) (\$81), Silver Nitrate & Standards (4) (Lab) (\$92)	532.81
15	Arthur J. Gallagher	FY14 Excess Workers' Comp Final Premium Payment	1,313.00
16	Ghilotti Construction	Progress Pymt# 10: Construct AEEP Reaches A-D/MSN B3 Pipeline Project (Balance Remaining on Contract \$3,267,247)	96,250.49
17	Golden Gate Petroleum	Gasoline (\$2.82/gal) & Diesel (\$2.86/gal)	2,335.25
18	Grainger	1,000' Cat 5 Cable (\$454) & Tie Down Straps (4) (\$165)	619.60
19	Jim-n-i Rentals	Steel Plate Rental (8) (9 Days) (STP Chemical Trench Project)	305.27
20	Madruga Iron Works	Vault Lid (\$3,629) & Frame & Cover Assembly	3,904.70
21	Maltby Electric	PG&E Meter Hub	16.48
22	Marin County Treasurer	Semi-Annual Bond Service PRE-1 Revenue Bond	12,800.00
23	Maselli & Sons	3" X 2" Bushing	5.95
24	McLellan, WK	Misc Paving	2,772.50
25	McMaster-Carr Supply	Wire Ties (1,000)	59.68
26	National Meter & Automation	1" Meter Register & Radio Transmitter	166.39
27	New Resources Group	Low Flow Shower Heads (500) (\$1,510) & Aerators (1,000) (\$849)	2,314.00
28	No American Lake Management Society	Annual Dues (3/15-3/16) (Stompe) (Budget \$120)	110.00
29	Novato Builders Supply	Visqueen (20' x 100') (\$133), 1 1/8" Plywood (4' x 8') & Cement (1/2 yd) (\$103)	323.71
30	NSI Solutions	QC Samples (Lab)	211.50
31	Pace Supply	12" Steel Pipe (100') (\$5,928), Box Lids (35) (\$1,309) & Couplings (3) (\$546)	7,782.91

Seq	Payable To	For	Amount
32	Pape Machinery	Work Spot Lights (4) ('12 Compressor)	222.14
33	Pesticide Applicators Prof Assoc.	Registration Fee for Test Prep Course (Cilia)	80.00
34	Peterson Trucks	Brake Pedal Pad ('02 Int'l Dump Truck)	17.41
35	Schiffrin, Laura	Claim Settlement: Reimbursement for Plumbers Cost Incurred Based Upon Allegedly Erroneous Advice Provided by District	728.00
36	School Fuel	Sponsorship of 2015 Tour of Novato Event	250.00
37	Schwaab	"Received" Stamp & "Posted" Stamp (Eng)	90.82
38	Shirrell Consulting Services	Feb Dental Expense	4,426.80
39	Sjoblom, Jeff	Exp Reimb: Safety Boots	200.00
40	United Parcel Service	Delivery Services: Return Wrong Paper Towel Dispenser & Sent Invoice & Back-up Packet to Caltrans for MSN B1 & B3	18.91
41	Verizon California	Leased Lines	1,219.83
42	VWR International	Evaporating Dishes (6)	148.04
TOTAL DISBURSEMENTS			<u><u>\$626,899.94</u></u>

The foregoing payroll and accounts payable vouchers totaling \$626,899.94 are hereby approved and authorized for payment.


Auditor-Controller

3/9/15
Date


General Manager

3/10/2015
Date

DISBURSEMENTS - DATED MARCH 5, 2015

Date Prepared 3/3/15

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:

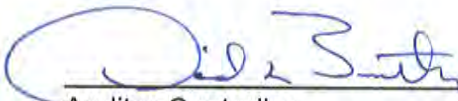
Seq	Payable To	For	Amount
1	Athens Administrators	March Workers' Comp Admin Fee	\$1,000.00
2	AWWA	D1 & D2 Math Review in Sacramento on 3/9/15 & 3/10/15 (James Lemos & Ochoa)	780.00
3	Bacho, Steve	Novato "Washer Rebate" Program	50.00
4	Baker, Jack	February Director's Fee (\$410), NBWA Meeting in Petaluma on 2/6/15 (\$205) & Novato Watershed Program Policy Advisory Committee Meeting on 2/26/14 (\$205)	820.00
5	Baldrige Alice	Novato "Cash for Grass" Program	275.00
6	Bentley, David L.	Exp Reimb: February Mileage (\$120) & Exp Reimb (\$290)	410.18
7	Bold & Polisner	AEEP Caltrans Reimb B1 & B3 (\$1,406), Conflict of Interest (\$175), FPPC Filings (\$17) & JM Pipe Claim (\$93)	1,691.50
8	Borges & Mahoney	pH Probe (STP)	303.44
9	Bozzuto, Michael	Novato "Toilet Rebate" Program	300.00
10	Breazeale, David	Novato "Toilet Rebate" Program	100.00
11	California State Disbursement	Wage Assignment Order	811.50
12	CalPERS	Health Insurance Premium (Employees \$50,391, Retirees \$10,188 & Employee Contrib \$12,423)	73,002.70
13	CDW-Government	Battery Backups (2) (Dickson Tank & Latanyshyn PC)	132.33
14	Clark, Carrie	Novato "Toilet Rebate" Program	300.00


Seq	Payable To	For	Amount
15	Core Utilities	Consulting Services: Jan IT Support (\$5,000), RTU Radios (\$800), Program Radios & SCADA Screens (\$1,150), Clean-up SCADA Computers (\$150), Progress Pymt #1: Gallagher Well Programming (\$5,000) (\$7,000 Remaining), Utility Billing Modifications (\$350) & Website Revisions (\$275)	12,725.00
16	CSW/Stuber-Stroeh Engineering	Marin Sonoma Narrows NMWD Aqueduct Energy Efficiency Project (Balance Remaining on Contract \$122,462)	6,154.28
17	DeGabriele, Chris	Exp Reimb: Feb Mileage	241.50
18	Drager Safety	Annual Fit Test of SCBA for Each Operator (5 Operations & 3 Lab) & Maintenance Check	980.30
19	Durkin Signs & Graphics	Decals for Equipment (5 Sets) ('99, '01 Forklifts)	144.97
20	E & M	Software to Replace ScadaAlarm (2) (STP) (Balance Remaining on Contract \$7,769)	2,732.04
21	Fenner, Elizabeth	Novato "Cash for Grass" Program	400.00
22	Fraites, Rick	February Director's Fee	410.00
23	Grainger	Tie Down Straps (9) (\$176), Batteries ('C', 'AA' & 'AAA') (132) & Signal wire (500') (\$380)	600.63
24	Hall Dump Truck Service	Remove Dirt Spoils from Yard (Balance Remaining on Contract \$5,940) (60 yds)	900.00
25	InfoSend	January Processing Fee for Water Bills (\$1,424) & Postage (\$4,081)	5,505.91
26	Kaiser Foundation Health Plan	DMV/DOT Physical (Kane)	115.00
27	LGVSD	Recycled Water Deliveries (July-Sept 2014)	16,751.59
28	Lincoln Life	Deferred Compensation PPE 2/28/15	11,461.36
29		Cafeteria Plan: Childcare Reimbursement	624.99
30	McMaster-Carr Supply	RTU Control Panel Fuses (Reservoir Hill)	11.29
31	Messick, Eric	Novato "Washer Rebate" Program	50.00
32	Nationwide Retirement Solution	Deferred Compensation PPE 2/28/15	1,325.00

Seq	Payable To	For	Amount
33	Neopost Northwest	Sealer Replacement on Postal Meter	58.77
34	Novato, City of	Street Excavation Moratorium Fee (913 Diablo)	500.00
35	Old Republic Title	Employer Assisted Housing Loan (Castellucci)	250,000.00
36	Pace Supply	Elbows (3), Box Lids (15) (\$561), Bushings (9), Cap, Coupling Adaptor (\$604), 4" Steel Pipe (20') (\$513), 1 1/4" & 1 1/2" Copper Pipe (\$230) (40'), Double Check Valves (2) (\$207) & Gaskets (5)	2,159.47
37	Parkinson Accounting Systems	Quarterly Accounting Software Support (2/1/15-4/30/15)	1,500.00
38	PDM Steel Service Centers	Steel Plates for Chemical Trench (60) (\$12,566), Custom Tubing to Fabricate New Chemical Trench (\$1,519) & Sawing Charges (\$250) (STP)	14,319.55
39	NMWD Petty Cash	Petty Cash Reimbursement: Safety Snacks (\$47), Norcal Landscape & Nursery Tradeshow (\$10), Bridge Toll & Safety Buck	64.62
40	Petterle, Stephen	February Director's Fee	410.00
41	Pinder, Dorothea	Novato "Washer Rebate" Program	50.00
42	Ray's Catering	Deposit on Catering for NMWD Summer Picnic @ Stafford Lake	1,000.00
43	Rodoni, Dennis	February Director's Fee (\$410), WAC TAC Coordination Community Council Meeting on 1/23/15 (\$205), PPFC Meeting in Santa Rosa on 1/28/15 (\$205) & WAC TAC Meeting in Santa Rosa on 2/2/15 (\$205)	1,025.00
44		Cafeteria Plan: Uninsured Medical Reimbursement	175.00
45	Schoonover, John	February Director's Fee Less Deferred	360.00
46	Sequoia Safety Supply	Jacket (\$62), Lime Green Pants, Insect Repellent Towelettes (50) & Safety Glasses (12)	183.95
47	Shell	Small Tool Fuel	18.24
48	SWRCB Accounting Office	FY15 Small Water System Fees (Pt. Reyes)	4,590.00

Seq	Payable To	For	Amount
49	Toorn, Cattarina Vanden	Novato "Toilet Rebate" Program	98.00
50	United Parcel Service	Delivery Service: Sent Encroachment Permit Application & Drawings for RW Central Service Area	8.49
51	Verizon Wireless	January CIMIS Station Data Transfer Fee	29.60
52	Wagner, Charles	Novato "Washer Rebate" Program	50.00
53	White Cap Construction	Diamond Blades (2) for Cutting Metal Pipes & Concrete	422.46
54	White & Prescott	Engineering Services: Archibald Lane Monument Replacement	1,680.00
55	Zhao, Shufen	Novato "Toilet Rebate" Program (\$100) & Refund Alternative Compliance Reg 15 Deposit (\$315)	415.00
TOTAL DISBURSEMENTS			<u>\$420,228.66</u>

The foregoing payroll and accounts payable vouchers totaling \$420,228.66 are hereby approved and authorized for payment.


3/3/15
 Auditor-Controller Date


3/3/2015
 General Manager Date

Connie Filippi

From: David Bentley
Sent: Friday, February 27, 2015 10:02 AM
To: Connie Filippi
Cc: Jack Baker
Subject: FW: Notification: Novato Watershed Program Policy Advisory Committee (PAC) ... @ Thu Feb 26, 2015 4pm - 5:30pm (jack baker)

Connie
Please add this to Director Baker's monthly payment.....David

From: jack baker [mailto:jckbaker@gmail.com]
Sent: February 27, 2015 9:18 AM
To: David Bentley
Subject: Fwd: Notification: Novato Watershed Program Policy Advisory Committee (PAC) ... @ Thu Feb 26, 2015 4pm - 5:30pm (jack baker)

David,

Yesterday I represented our District at the meeting of the NWPPAC (see below) which was held at the Marin County Dept. of Public Works office in San Rafael. The mtg. was hosted by Supervisor Arnold, attended by representatives of other north marin entities and the purpose was to discuss the status of work by County staff on flood control planning for the Novato area watershed(s).

Pls initiate compensation for my participation in the subject mtg.

Thank you

Jack B.

more details »

Novato Watershed Program Policy Advisory Committee (PAC) meeting

Good afternoon Novato Watershed Program Policy Committee members,

Inviting you to the 3rd meeting of our Novato Watershed Program Policy Advisory Committee. An agenda for our meeting is attached.

The last PAC meeting was held in April of 2012 and the Existing Conditions Report was completed in 2014. Work on the development of flood and watershed management alternatives is underway so looking forward to working with you as we plan for community meeting #1 this spring. A brief Program summary is attached and available at http://www.marinwatersheds.org/documents/NWP_FactSheet_201501.pdf

The PAC meeting will be held at the Marin County Civic Center in our Public Works Conference Room 304 from 4:00pm to 5:30pm.

Thanks,

Connie Filippi

From: David Bentley
Sent: Monday, February 09, 2015 8:06 AM
To: Connie Filippi
Cc: 'jack baker'
Subject: FW: NBWA mtg.

Connie

Please prepare a compensation payment to Director Baker accordingly...David

From: jack baker [<mailto:jckbaker@gmail.com>]
Sent: February 08, 2015 2:33 PM
To: David Bentley
Subject: NBWA mtg.

David,

Last Friday (2/6/15) I represented NMWD at the referenced meeting which was held at the Petaluma Community Center.

Pls. initiate compensation for my participation in said meeting.

Thank you

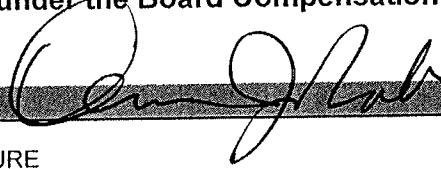
Jack Baker

NORTH MARIN WATER DISTRICT CHECK REQUEST

PAYEE DENNIS RODONI	DATE <u>2 3 15</u>
P.O. Box 872	(TODAY'S DATE)
Pt. Reyes Station, CA 94956	AMOUNT: \$205.00

I attended the PPFC meeting in Santa Rosa on 1 28 15
(NAME OF MEETING OR WORKSHOP) (DATE OF MEETING)

and wish to be compensated as provided under the Board Compensation Policy.


 SIGNATURE

CHARGE TO: 56001-01-11

DISPOSITION OF CHECK

☐ MAIL TO PAYEE
☐ HOLD FOR _____
☒ OTHER:
ACH PAYMENT

APPROVED TO PAY BY _____

T:\FORMS\CHECK REQUEST FOR BOARD.DOC
REV. 0213

Prepared By	Accounting Review	POST DATE	Vendor No. RODO01
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Invoice Number (CK Req ID)	Invoice (CK Req) Date	Invoice (CK Req) Amount
CKRQ		\$205.00

NMWD Comment	

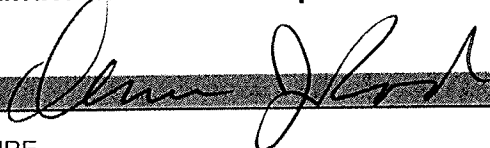
Job Number	GL Account	Amount
	56001-01-11	\$205.00
TOTAL		\$205.00

NORTH MARIN WATER DISTRICT CHECK REQUEST

PAYEE DENNIS RODONI	DATE <u>2 / 3 / 15</u> (TODAY'S DATE)
P.O. Box 872	AMOUNT: \$205.00
Pt. Reyes Station, CA 94956	

I attended the WAC TAC meeting in S.R. on 2 / 2 / 15
 (NAME OF MEETING OR WORKSHOP) (DATE OF MEETING)

and wish to be compensated as provided under the Board Compensation Policy.


 SIGNATURE

CHARGE TO: 56001-01-11

DISPOSITION OF CHECK

☐ MAIL TO PAYEE
☐ HOLD FOR _____
☒ OTHER:
ACH PAYMENT

APPROVED TO PAY BY _____

T:\FORMS\CHECK REQUEST FOR BOARD.DOC
REV. 0213

Prepared By	Accounting Review	POST DATE	Vendor No. RODO01
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Invoice Number (CK Req ID) CKRQ	Invoice (CK Req) Date	Invoice (CK Req) Amount \$205.00
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NMWD Comment	

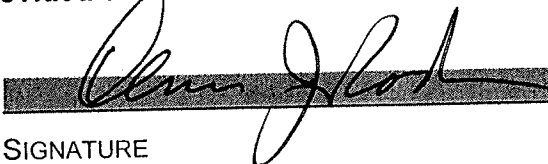
Job Number	GL Account	Amount
	56001-01-11	\$205.00
TOTAL		\$205.00

NORTH MARIN WATER DISTRICT CHECK REQUEST

PAYEE DENNIS RODONI	DATE <u>2/3/15</u> (TODAY'S DATE)
P.O. Box 872	AMOUNT: \$205.00
Pt. Reyes Station, CA 94956	

I attended the WAC TAC Coordination Comm on 1/23/15
(NAME OF MEETING OR WORKSHOP) Council (DATE OF MEETING)

and wish to be compensated as provided under the Board Compensation Policy.


 SIGNATURE

CHARGE TO: 56001-01-11

DISPOSITION OF CHECK

☐ MAIL TO PAYEE
☐ HOLD FOR _____
☒ OTHER:
ACH PAYMENT

APPROVED TO PAY BY _____

T:\FORMS\CHECK REQUEST FOR BOARD.DOC
REV. 0213

Prepared By	Accounting Review

POST DATE	Vendor No.
	RODO01



Invoice Number (CK Req ID)	Invoice (CK Req) Date	Invoice (CK Req) Amount
CKRQ		\$205.00

NMWD Comment	

Job Number	GL Account	Amount
	56001-01-11	\$205.00
TOTAL		\$205.00

MEMORANDUM

To: Board of Directors
From: David L. Bentley, Auditor-Controller
Subj: Rate Increase Notice
\\nmwdserver1\administration\aclword\memo\15\note on bill 2015.docx

March 13, 2015

RECOMMENDED ACTION: Information Only

FINANCIAL IMPACT: No Cost

In conjunction with the individually addressed letters to customers regarding the proposed rate increase, the District traditionally adds a onto the water bill. The notice will read:

A public hearing will be held at NMWD's office on Tuesday, May 19 at 7pm, to consider a rate increase averaging 3% effective June 1, equivalent to \$1.70/mo for the typical residence. The impact on your account can be viewed at nmwd.com/accountbalance.php or call us at 415-897-4133.

The proposed message is succinct (236 characters) as the message space on the water bill is limited to about 250 characters. Some wordsmithing is possible should the Board be so inclined.

The Water Cost Calculator on the District's website calculates the cost and impact of the approved increases in dollars and percentages for every customer account based on each account's individual water use history. An example, using NMWD's typical single-family customer, who uses 107,700 gallons of water annually, is shown on the following page. A prominent link to the Water Cost Calculator has been placed on the District home page.

NMWD's customer base is divided into eight groups billed bimonthly. The message will be included on water bills mailed commencing March 19, thereby ensuring that all customers will receive the notice prior to the May 19 public hearing.

NMWD ANNUAL WATER COST CALCULATOR

Service Location: 123 Main Street
Zone: A (0'-60')

Account No: 123456
Meter Size: 0.625"

Basic Data	6/1/14	6/1/15
Water Use (Annual Gallons) *	107,700	107,700
Service Charge (Bimonthly)	\$30.00	\$30.00
Water Rate/1,000 Gallons **	\$4.29	\$4.46
Annual Cost		
Service Charge	\$180	\$180
Water Use Charge	\$462	\$480
Total Annual Cost	\$642	\$660
Annual Increase		\$18
Percentage Increase		3%
Monthly Increase:		\$2

* Water Use shown is based on your prior 12 months billed consumption.

** Water Rate shown is your annual average. The Water Rate and Water Use Charge assume your seasonal water use pattern remains consistent with your prior 12 months billed consumption.

This Annual Water Cost Calculator is for estimating purposes only and may not provide all of the information contained on your specific customer bill or be precisely accurate. Your future water cost will vary based upon your actual water use. If you have questions about this calculator please call the District at 415.897.4133 and ask for customer service.

CALIFORNIA REGIONAL WATER QUALITY CONTROL BOARD
SAN FRANCISCO BAY REGION

NOTICE OF PROPOSED SETTLEMENT AGREEMENT AND STIPULATED ORDER
in the matter of
NORTH MARIN WATER DISTRICT
WILD HORSE STORAGE TANK
NOVATO, MARIN COUNTY

The California Regional Water Quality Control Board, San Francisco Bay Region (Water Board) Prosecution Team and North Marin Water District (Discharger) have entered into a proposed Settlement Agreement and Stipulated Order. The proposed Settlement Agreement and Stipulated Order impose an administrative civil liability against the Discharger in the amount of \$38,100 for an unauthorized discharge to waters of the United States.

This proposed liability is based on allegations that the Discharger violated Water Code sections 13376, Clean Water Act Section 301, and the Water Quality Control Plan for the San Francisco Bay Region by discharging approximately 204,000 gallons of chlorinated potable water from its Wild Horse storage tank into a dry tributary to Vineyard Creek on May 22, 2014.

The proposed Settlement Agreement and Stipulated Order are available at http://www.waterboards.ca.gov/sanfranciscobay/public_notices/pending_enforcement.shtml. Persons may comment on the proposed Settlement Agreement and Stipulated Order by submitting written comments no later than 5:00 p.m. on April 9, 2015.

For additional information and updates, please contact prosecutorial staff Habte Kifle at (510) 622-2371 or hkifle@waterboards.ca.gov or check the Water Board website link cited above for documents and future developments associated with this matter.

Dated: March 6, 2015

City of Sonoma

No. 1 The Plaza
Sonoma, California 95476-6618
Phone (707) 938-3681 Fax (707) 938-8775
E-Mail: cityhall@sonomacity.org



Sonoma Sister Cities:

Aswan, Arab Republic of Egypt
Chambolle-Musigny, France
Greve in Chianti, Italy
Kaniv, Ukraine
Patzcuaro, Mexico

March 3, 2015

The Honorable Susan Gorin and Members of the
Sonoma County Board of Supervisors
575 Administration Drive, Room 100A
Santa Rosa CA 95403-2887

RE: Fluoridation of Drinking Water

Dear Ms. Gorin and Supervisors,

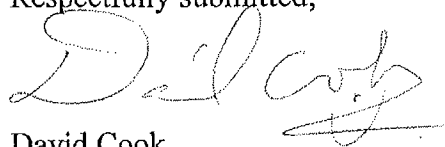
The City of Sonoma is a contractor of the Sonoma County Water Agency currently purchasing approximately 93% of all domestic water used within the City. We are aware that the Sonoma County Public Health Department (SCHPD) has prepared a Fluoridation Engineering Design report which will include a recommendation for *Fluoridating our Drinking Water* which is being reviewed by the Fluoridation Advisory Committee. The review is not expected to be complete until Spring 2015. This report, while not yet specifically reviewed by this Council, does have the potential for serious consequences to our constituents in Sonoma and as such, on February 18 and March 2 the City Council discussed the issue of fluoridation in drinking water. This discussion included the general impacts of adding fluoride to water, but also more specifically the direct impacts to projects in Sonoma. Upon conclusion of Council deliberations, a majority of the members of the City Council of the City of Sonoma voted to go on record as not supporting the fluoridation of our drinking water based on the following:

- 1) According to Statewide averages, less than 1% of all drinking water is consumed equating to less than 1% of the fluoride coming into topical contact with teeth, with the remainder going into lawns and drains.
- 2) The City is currently working with the Water Agency on a groundwater banking project and injecting fluoridated water may pose an additional challenge from a regulatory perspective.
- 3) Citizens of Sonoma should have freedom of choice when deciding on their use and/or ingestion of fluoride. There are many other inexpensive over-the-counter sources of fluoride that can be obtained for those that choose to use such products.
- 4) Introduction of any new substance into our drinking water source during a time of severe drought should be prohibited.
- 5) Under the State's unfunded mandate to fluoridate, AB 733, communities with 10,000 customer connections or more are urged to fluoridate. However, if a municipality has multiple sources of water supplies, they would be exempt. The City of Sonoma is thus exempt under both of these requirements.

Page 2
Board of Supervisors
March 3, 2015

While we applaud the efforts of the SCPHD to address the other four pillars of oral health, perhaps supporting increased funding for the programs that are working (i.e. outreach, nutritional education and more access to affordable dental care) would be far more effective to improving dental health while respecting our community's right to choose. We strongly urge you to look at these issues and review alternative methods other than directly fluoridating our water.

Respectfully submitted,

A handwritten signature in dark ink, appearing to read "David Cook", with a stylized flourish at the end.

David Cook
Mayor



THE CITY OF
NOVATO
CALIFORNIA

922 Machin Avenue
Novato, CA 94945
415/899-8900
FAX 415/899-8213
www.novato.org

Mayor
Jeanne MacLeamy
Mayor Pro Tem
Pat Eklund
Councilmembers
Denise Athas
Madeline Kellner
Eric Lucan

City Manager
Michael S. Frank

February 26, 2015

Mr. Chris DeGabriele
General Manager
North Marin Water District
999 Rush Creek Place
Novato, CA 94945

RE: City of Novato General Plan Update

Dear Mr. DeGabriele:

Consistent with State law, the City of Novato has begun to prepare an update of the City of Novato General Plan. Last adopted in 1996, the General Plan is a comprehensive, long-range plan that identifies Novato's land use, transportation, environmental, economic, fiscal, and social goals and policies as they relate to the conservation and development of land in Novato. The City has initiated a review of the existing policies and programs of the 1996 General Plan, and City staff will be preparing a draft General Plan Update this summer. The City expects to release a public review document in the fall of 2015. You will be noticed during the steps in the process, which will provide an opportunity for review and comment.

Should you have any questions regarding the General Plan Update, please feel free to contact Planning Manager Elizabeth Dunn at (415) 493-4711 or edunn@cityofnovato.org.

Sincerely,

Robert M. Brown
Community Development Director

RECEIVED

MAR 05 2015

North Marin Water District

CA 500 M...
2015 UWMP FUL

From: Hall, Linda [lhall@srcity.org]
Sent: Thursday, March 05, 2015 2:57 PM
To: Hall, Linda
Subject: FW: April 6 WAC meeting, Carbon-Free Water Celebration and Strategic Plan Workshop

The following message is being forwarded from Grant Davis, SCWA.


Linda Hall | Administrative Secretary

Santa Rosa Utilities | 35 Stony Point Road | Santa Rosa, CA 95401

Unit 4 Rep SRCEA | Teamsters Local 856

Tel. 707-543-3924 | Fax 707-543-3937 | lhall@srcity.org | www.srcity.org/ut



 Please consider the environment before printing this message.

Dear Members of the Water Advisory Committee & the Technical Advisory Committee:

I am pleased to announce that the Sonoma County Water Agency has achieved Carbon Free Water by 2015, establishing a power supply that is local, leaner, cheaper, and greener. **We plan to celebrate this achievement on April 6, 10:00 a.m. at the Santa Rosa UFO, immediately following the WAC budget meeting.** Water Agency Chairwoman Susan Gorin and others will speak at a press conference which will be followed by a short reception.

After the Carbon-Free Water celebration, the Water Agency Board of Directors will be holding a Strategic Plan Workshop at 11 a.m. at the UFO. This will be an opportunity for the board to review the five-year plan at its mid-point, and to make any corrections/adjustments.

The WAC and the TAC are critical partners in the Water Agency's initiatives. We hope that you will join us in both the celebration and in planning for the future. To give us an idea of attendance, please RSVP by contacting Ann.DuBay@scwa.ca.gov. Thank you!

Grant Davis
General Manager
Sonoma County Water Agency
404 Aviation Boulevard
Santa Rosa, CA 95403
tel: (707) 547-1911
fax: (707) 524-3708



587 Palm Canyon Dr.
Suites 110 & 111
P.O. Box 2001
Borrego Springs, CA 92004

Phone (760) 767-0446
Fax (760) 767-0465

RECEIVED

MAR 10 2015

02/27/2015

North Marin Water District

Katie Young
North Marin Water District
999 Rush Creek Place
Novato, CA 94948

Dear Sirs,

Anza-Borrego Foundation has been working for over 47 years to protect and preserve the desert that we love. Anza-Borrego Desert State Park holds a special place in our hearts and your donation today shows it has a special place in yours as well. Your generous donation of \$50.00 will be allocated towards a memorial for George McDaniel, father of Sue Kessler, per your request.

ABF has recently celebrated a milestone of acquiring 50,000 acres and we look forward to continuing in our efforts to make the park whole. We have also reached our 10th anniversary educating children about conservation, wildlife, and the environment through our Camp Borrego program. These accomplishments, and more, are made possible through your dedication and generosity.

Thank you for recognizing all the work we here at Anza-Borrego Foundation do as we strive towards our mission as Anza-Borrego Desert State Park's only cooperating association .

Sincerely,

Paige Rogowski
Executive Director

Since we have not provided any goods or services of substantial value to you in return for your contribution, the entire amount of \$50.00 is tax deductible to the fullest extent of the law. Anza-Borrego Foundation is a 501(c)(3) nonprofit organization (tax id #33-0334338)

PARTNERS WITH THE PARK

theabf.org

Pt. Reyes Light
 Salinity Notice
 3/3/15

7

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 provide more
 y argue.

need quiet
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 a letter to the
 if this could
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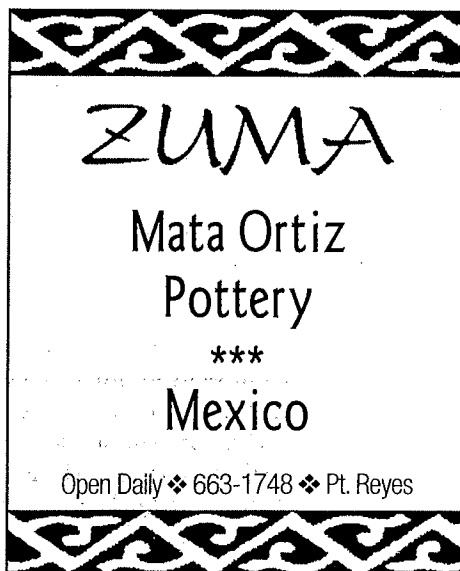
Notice:

Salinity intrusion into the Point Reyes well supply serving the West Marin communities of Point Reyes, Olema, Inverness Park, and Paradise Ranch Estates has occurred beginning on September 16, 2014 and has caused sodium levels to increase from background levels of 15-30 milligrams per Liter (mg/L). The table below lists the most recent concentrations for sodium in the West Marin water supply:

Date	Chloride	Sodium
2/24/15	58	50
3/3/15	68	56

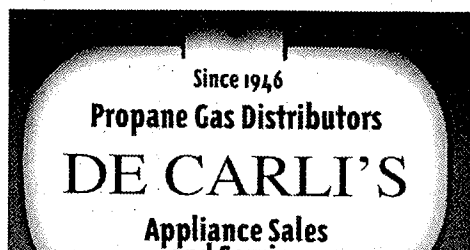
*milligrams per liter

Chris DeGabriele, General Manager
 North Marin Water District

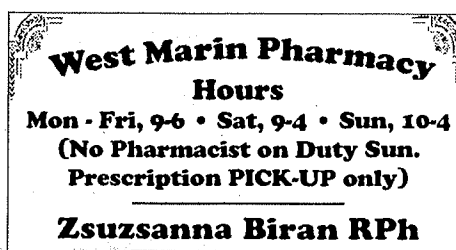


ZUMA
 Mata Ortiz
 Pottery

 Mexico
 Open Daily ♦ 663-1748 ♦ Pt. Reyes



Since 1946
Propane Gas Distributors
DE CARLI'S
 Appliance Sales
 and Service



West Marin Pharmacy
Hours
 Mon - Fri, 9-6 • Sat, 9-4 • Sun, 10-4
 (No Pharmacist on Duty Sun.
 Prescription PICK-UP only)
Zsuzsanna Biran RPh

Chris DeGabriele

From: Public Affairs [publicaffairs@scwa.ca.gov]
Sent: Wednesday, March 04, 2015 3:19 PM
Subject: Press Release: SCWA awarded \$1.8-million grant to continue salmon and steelhead monitoring program



PRESS RELEASE

For Immediate Release
March 4, 2015

CONTACT:

Ann DuBay
707.524.8378
707.322.8185
Ann.DuBay@scwa.ca.gov

Brad Sherwood
707.547.1927 (office)
707.322.8192 (cell)
sherwood@scwa.ca.gov

Russian River Salmon and Steelhead Monitoring Program Awarded \$1.8-million Grant to Continue Work

Santa Rosa, CA – The Sonoma County Water Agency (Water Agency) has been awarded a \$1.8-million grant to continue a fish monitoring program aimed at aiding in the recovery of endangered or threatened salmon and steelhead in the Russian River watershed. The Water Agency's program is part of the California Coastal Monitoring Program (CMP) that monitors salmon and steelhead in coastal California rivers. The Water Agency has participated in the program since 2013.

The Russian River and its major tributaries are home to three species of fish that are endangered or threatened: coho salmon, steelhead, and Chinook salmon. Monitoring carried out under the CMP uses similar survey methods in coastal watersheds, allowing researchers to compare the status and trends of fish populations within and among river systems. Announcement of the grant award allows the Water Agency to continue its monitoring program in the Russian River watershed for the next four years.

"This grant will allow the Water Agency to continue to be part of a larger effort to monitor threatened and endangered salmon and steelhead up and down the coast of California," said Efren Carrillo, Fifth District Supervisor and a member of the Water Agency Board of Directors. "By using standardized sampling methods in all of the coastal watersheds, we will accurately measure and compare trends statewide and get an accurate measurement of the progress we are making."

Results of the CMP will provide a more complete understanding of the fish populations and serve as a measuring stick of how much progress is being made toward recovery of the endangered and threatened salmon and steelhead populations. Life stages being monitored include juvenile fish rearing in streams until they leave as smolts; smolts as they make their way to the ocean; and adults returning from the ocean.

Water Agency staff work in collaboration with the University of California Cooperative Extension on the monitoring program. State officials have been pleased with the results of the first two years of monitoring and the new grant underscores the success of the program to date.

“The awarding of this grant is a vote of confidence from the state and federal agencies in the efforts of the Sonoma County Water Agency and their other agency partners toward recovery of these threatened and endangered species,” said James Gore, Fourth District Supervisor and a member of the Water Agency Board of Directors. “The Water Agency has the expertise and the monitoring infrastructure in place to make a significant contribution to this program. County residents can take pride in the work they continue to do on our behalf.”

The grant was awarded through the Fisheries Restoration Grant Program, which is operated by the California Department of Fish and Wildlife, and uses a variety state and federal funding sources, such as the Pacific Coastal Salmon Recovery Fund. For more information, visit: <https://www.dfg.ca.gov/fish/Administration/Grants/FRGP/>

For additional information about Coastal Monitoring Program, visit:
www.calfish.org/ProgramsData/ConservationandManagement/CaliforniaCoastalMonitoring.aspx

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The Sonoma County Water Agency is working to secure our future by investing in our water resources, community and environment. The Water Agency provides water supply, flood protection and sanitation services for portions of Sonoma and Marin counties. Visit us on the Web at www.sonomacountywater.org.

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