



**NORTH MARIN WATER DISTRICT**  
**AGENDA**  
**REGULAR MEETING**  
 May 6, 2014 – 7:30 p.m.  
 District Headquarters  
 999 Rush Creek Place  
 Novato, California

Information about and copies of supporting materials on agenda items are available for public review at 999 Rush Creek Place, Novato, at the Reception Desk, or by calling the District Secretary at (415) 897-4133. A fee may be charged for copies. District facilities and meetings comply with the Americans with Disabilities Act. If special accommodations are needed, please contact the District Secretary as soon as possible, but at least two days prior to the meeting.

Est. Time	Item	Subject																														
7:30 p.m.	<b>CALL TO ORDER</b>																															
	1.	<b>APPROVE MINUTES FROM REGULAR MEETING</b> , April 15, 2014																														
	2.	<b>GENERAL MANAGER'S REPORT</b>																														
	3.	<b>OPEN TIME: (Please observe a three-minute time limit)</b>																														
		This section of the agenda is provided so that the public may express comments on any issues not listed on the agenda that are of interest to the public and within the jurisdiction of the North Marin Water District. When comments are made about matters not on the agenda, Board members can ask questions for clarification, respond to statements or questions from members of the public, refer a matter to staff, or direct staff to place a matter of business on a future agenda. The public may also express comments on agenda items at the time of Board consideration.																														
	4.	<b>STAFF/DIRECTORS REPORTS</b>																														
	<p><b>CONSENT CALENDAR</b></p> <p>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.</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;"><b>Consent - Approve</b></th> <th style="text-align: left;">Water Agreement</th> <th style="text-align: center;"><u>Type</u></th> <th style="text-align: center;"><u>DU</u></th> <th style="text-align: center;"><u>EU</u></th> </tr> </thead> <tbody> <tr> <td>5.</td> <td><b>Consent – Approve</b> Shell Gas Station – 2085 Novato Blvd</td> <td style="text-align: center;">Comm.</td> <td style="text-align: center;">0</td> <td style="text-align: center;">3</td> </tr> <tr> <td>6.</td> <td><b>Consent – Approve</b> OMA Village – 5394 Nave Drive</td> <td style="text-align: center;">Apartment</td> <td style="text-align: center;">14</td> <td style="text-align: center;">2.5</td> </tr> <tr> <td>7.</td> <td colspan="4"><b>Consent – Approve</b> 2013 Consumer Confidence Report – Novato</td> </tr> <tr> <td>8.</td> <td colspan="4"><b>Consent – Approve</b> 2013 Consumer Confidence Report – Point Reyes</td> </tr> <tr> <td>9.</td> <td colspan="4"><b>Consent – Approve</b> Change Order No. 7 – Environmental Science Associates for Expanded Biological Monitoring Services</td> </tr> </tbody> </table>		<b>Consent - Approve</b>	Water Agreement	<u>Type</u>	<u>DU</u>	<u>EU</u>	5.	<b>Consent – Approve</b> Shell Gas Station – 2085 Novato Blvd	Comm.	0	3	6.	<b>Consent – Approve</b> OMA Village – 5394 Nave Drive	Apartment	14	2.5	7.	<b>Consent – Approve</b> 2013 Consumer Confidence Report – Novato				8.	<b>Consent – Approve</b> 2013 Consumer Confidence Report – Point Reyes				9.	<b>Consent – Approve</b> Change Order No. 7 – Environmental Science Associates for Expanded Biological Monitoring Services			
<b>Consent - Approve</b>	Water Agreement	<u>Type</u>	<u>DU</u>	<u>EU</u>																												
5.	<b>Consent – Approve</b> Shell Gas Station – 2085 Novato Blvd	Comm.	0	3																												
6.	<b>Consent – Approve</b> OMA Village – 5394 Nave Drive	Apartment	14	2.5																												
7.	<b>Consent – Approve</b> 2013 Consumer Confidence Report – Novato																															
8.	<b>Consent – Approve</b> 2013 Consumer Confidence Report – Point Reyes																															
9.	<b>Consent – Approve</b> Change Order No. 7 – Environmental Science Associates for Expanded Biological Monitoring Services																															
8:00 p.m.	<b>ACTION CALENDAR</b>																															
	10.	<b>Approve:</b> Rate Increase Letters to West Marin Water and Oceana Marin Sewer Customers																														
	11.	<b>Approve:</b> Rising Sun Energy Center Water Use Survey Agreement																														
	12.	<b>Approve:</b> Reimbursement Agreement with Sonoma County Water Agency for the North Marin Water District Water Conservation Program																														

**INFORMATION ITEMS**

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
	13.	Initial Review – FY 2014/15 Proposed Novato Operations Budget
	14.	Initial Review – FY 2014/15 Novato Recycled Water System Budget
	15.	Quarterly Progress Report – Water Conservation
	16.	Quarterly Progress Report – Engineering
	17.	Quarterly Progress Report – Operations/Maintenance
	18.	NBWA Board Meeting – April 19, 2014
	19.	NBWA – May 2, 2014
	20.	TAC Meeting – May 5, 2014
	21.	<p><b>MISCELLANEOUS</b></p> <p>Disbursements</p> <p>FY 14 3<sup>rd</sup> Quarter Labor Cost Report</p> <p>Presentation of GFOA Certificate of Achievement for Excellence in Financial Reporting</p> <p>Baywork Executive Committee</p> <p>Marin Economic Forum</p> <p><u>News Articles:</u></p> <p>ACWA- Sponsored Bill on Recycled Water Pipeline Projects Headed for Hearing</p> <p>Bucket brigade seeks to revive Dry Creek with salmon pellets</p> <p>Editorial: Saving water is a goal we must all share</p> <p>Rainy season winding down, water officials ramp up drought message</p> <p>In drought dilemma, water district cuts off growers to ensure supply for homes</p> <p>Water reduction requested</p> <p>Legal Notice re: Vacancy on NSD Board</p> <p>Important Novato Watershed Program</p> <p>Some residents’ answer to the drought: Drill</p> <p>Forum to air impact of drought on Marin’s small businesses</p> <p>Novato water tank drained after locks cut, officials say water supply safe</p> <p>Officials call for bids on Stafford Lake Bike Park as donors provide \$200,000</p> <p>Inaugural Dr. John L. Leal Award Goes to CA-NV AWWA’s Mike McGuire</p>
	22.	<p><b>CLOSED SESSION</b> Conference with Real Property Negotiators as allowed under Government Code 54956.8. Property: Interconnection Agreement between North Marin Water District and Marin Municipal Water District; District Negotiators: General Manager, Chief Engineer, and Counsel; Negotiating Party: Marin Municipal; Under Negotiation: Price and Terms</p>
9:30 p.m.	23.	<b>ADJOURNMENT</b>

1

1  
2  
3  
4  
5  
6

**DRAFT**  
**NORTH MARIN WATER DISTRICT**  
**MINUTES OF REGULAR MEETING**  
**OF THE BOARD OF DIRECTORS**  
April 15, 2014

7 **CALL TO ORDER**

8 President Rodoni called the regular meeting of the Board of Directors of North Marin Water  
9 District to order at 7:30 p.m. at the District headquarters and the agenda was accepted as  
10 presented. Present were Directors Jack Baker, Rick Fraites, Stephen Petterle, Dennis Rodoni and  
11 John Schoonover. Also present were General Manager Chris DeGabriele, District Secretary Katie  
12 Young, Auditor-Controller David Bentley and Chief Engineer Drew McIntyre.

13 Al Cornwell from CSW/Stuber-Stroeh, District employees Robert Clark  
14 (Operations/Maintenance Superintendent) and Tony Arendell (Construction/Maintenance  
15 Superintendent) were in the audience.

16 On motion of Director Schoonover, seconded by Director Fraites, and unanimously carried,  
17 the Board amended the agenda to adjourn in memory of Mike DiGorgio, former mayor of Novato  
18 and Novato Sanitary District Board Member.

19 **MINUTES**

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

22 **GENERAL MANAGER'S REPORT**

23 **Drought Presentations**

24 Mr. DeGabriele informed the Board that he spoke at the Novato Unified School District Board  
25 meeting regarding the drought and that he plans on speaking to the Novato City Council about the  
26 drought on April 29<sup>th</sup>.

27 **Drought Drive Up**

28 Mr. DeGabriele informed the Board that on Wednesday, April 23<sup>rd</sup>, the District will be  
29 participating in the Drought Drive Up, sponsored by Sonoma Marin Saving Water Partnership. He  
30 noted that the Drought drive up will be at Vintage Oaks from 7:30am to 6:30pm and employees will  
31 be handing out free water saving kits to Novato residents.

32



1 Drought Town Hall Meeting

2 Mr. DeGabriele informed the Board that the Sonoma County Water Agency will be holding a  
3 drought town hall meeting on April 30<sup>th</sup> at 6pm in Petaluma that he will be attending.

4 Marin Economic Forum

5 Mr. DeGabriele advised the Board that he will be speaking at Dominican University on May  
6 2<sup>nd</sup> to the Marin Economic Forum regarding water supply in Marin County.

7 School Fuel Fundraiser

8 Mr. DeGabriele informed the Board that on May 3<sup>rd</sup>, the District will have a booth at the Tour  
9 of Novato, School Fuel Fundraiser. He noted that there will be information for the customers  
10 regarding drought and conservation efforts.

11 **OPEN TIME**

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

14 **STAFF / DIRECTORS' REPORTS**

15 President Rodoni asked if staff or Directors wished to bring up an item not on the agenda  
16 and the following items were discussed:

17 Director Fraites informed the Board that he, Director Baker, Mr. DeGabriele and Mr. McIntyre  
18 attended the North Bay Watershed Association Conference on Friday and said that the conference  
19 was well attended and was well done. Director Baker stated that Mr. Seraydarian out did himself  
20 with the speakers and that the speakers subjects were all very good and the conference was really  
21 worth attending.

22 Director Schoonover praised the accounting staff for their achievement in receiving the  
23 Certificate for Financial Excellence from the Government Finance Officers Association.

24 District Secretary, Katie Young advised the Board and staff that a new emergency phone list  
25 was created and informed the Board that all employees now have their own direct phone number.

26 **QUARTERLY FINANCIAL STATEMENT**

27 Mr. Bentley provided the Board with the 3<sup>rd</sup> Quarter Financial Statement. He stated that for  
28 the first nine months of the fiscal year, the District's operating revenue came in 10% over budget  
29 and operating expenses came in 6% over budget. He informed the Board that the District's net  
30 income through March 31<sup>st</sup> is \$2.1M. He stated that water consumption in Novato for the period is  
31 7% more than the prior year. Mr. Bentley stated that in West Marin unbudgeted expenses are up

1 22% from a year ago and the District has spent 35% of the Capital Improvement Project budget. He  
2 stated that West Marin ended the quarter with \$720K in the bank. Mr. Bentley informed the Board  
3 that in Oceana Marin the expenditures were slightly higher this quarter but the District will be able to  
4 save \$5,300 with the termination of the Phillips & Associates contract. Mr. Bentley advised the Board  
5 that only the Novato Recycled Water System is operating in the red and all of the improvement  
6 District's have cash on hand.

7 Director Baker asked that Mr. Clark keep the Board apprised as the District resumes direct  
8 responsibility in Oceana Marin and what costs are incurred. Mr. Bentley stated that he was informed  
9 by Mr. Clark that there has been some deferred maintenance that will need to be done.

10 Director Rodoni asked if the expenses already used for the Gallagher Well would be eligible  
11 for reimbursement by the state grant. Mr. McIntyre stated that all Gallagher Well costs will be  
12 submitted and are expected to be reimbursed with grant funds.

13 **MONTHLY PROGRESS REOPRT W/ CUSTOMER SERVICE QUESTIONNAIRE**

14 Mr. DeGabriele reviewed the March Monthly Progress Report with the Board. He stated that  
15 water production in Novato and West Marin was down considerably from last year. He stated that  
16 the current rainfall stands at 12.49", 46% of the Novato average and Stafford Lake is at 64% of  
17 capacity. Mr. DeGabriele advised the Board that on the Russian River, Lake Mendocino is at 51% of  
18 capacity and Lake Sonoma is at 76% of capacity. Mr. DeGabriele informed the Board that in Oceana  
19 Marin there was a higher effluent flow volume and that the storage treatment ponds are in good  
20 shape. He advised the Board that District staff worked 294 days without a lost time accident through  
21 the end of March. He stated in the water conservation program, 282 Stealth toilets have been  
22 distributed under the new toilet giveaway program. Mr. DeGabriele stated that Mr. Bentley provided  
23 a colorful chart to the Board to measure Novato's potable water production over the last several  
24 years. Mr. DeGabriele stated that the Summary of Complaints and Service Orders are up 8%, all  
25 due to high bill complaints and that Customer Service Questionnaires continue to receive good  
26 feedback but few are returned. He noted that staff is going to look at another way to receive  
27 feedback.

28 Director Fraites asked what a dig out was. Mr. DeGabriele stated that it is when a meter box  
29 is full of mud or debris and a field service representative must clean out the box in order to read the  
30 meter.

31 Mr. Bentley provided the Board with the Monthly Report of Investments stating that at the  
32 end of the month the cash balance was \$17.4M and the portfolio was 0.35%. He noted that the cash  
33 balance is at 89% of its operating expense and has nearly achieved its 90% goal.

1 **NOVATO SPRING "WATER LINE", VOLUME 16, ISSUE 32**

2 Mr. DeGabriele informed the Board that the draft Novato spring "Water Line" included in the  
3 agenda packet will be updated with statistics and current information before being published and  
4 asked that the Board approve the current text.

5 On motion of Director Petterle, seconded by Director Fraites and unanimously carried the  
6 Board authorized the General Manager to approve final text and design of Spring 2014 Novato  
7 "Water Line", Volume 16, Issue 32.

8 **DRAFT RATE INCREASE FOR LETTERS TO WEST MARIN WATER AND OCEANA MARIN**  
9 **SEWER CUSTOMERS**

10 Mr. Bentley reminded the Board that at the last meeting the Board approved the Novato rate  
11 increase letter and informed the Board that the District has received only a couple of calls and  
12 protest letters. Mr. Bentley stated that tonight he was proposing staff draft rate increase letters for  
13 West Marin and Oceana Marin. He stated that he would draft the letter and bring it back to the May  
14 6<sup>th</sup> Board meeting for approval and include the rate increase hearing scheduled in Point Reyes on  
15 June 24<sup>th</sup>. In West Marin the bi-monthly service charge is proposed to stay the same at \$30 and the  
16 commodity rate would increase by 7%. In addition the Board will be asked to consider a drought  
17 surcharge of \$2.50/1,000 gallons for all water use in excess of 200 gallons per day for residential  
18 customers effective July 1<sup>st</sup>. Mr. Bentley stated that in Oceana Marin a sewer increase of 5% is  
19 proposed, which amounts to \$68/month which will continue to be collected annually on the property  
20 tax bill.

21 Director Rodoni asked if there was enough information regarding the drought surcharge and  
22 if the District had any legal obligations to provide more information. Mr. Bentley stated that the draft  
23 letter will have more detail about the proposed rate surcharge and staff has set up the District  
24 website to inform customers how the surcharge will affect their on an annual basis. He noted that  
25 the letter will summarize the information and invite customers to view the District website for more  
26 information.

27 Mr. Bentley reminded the Board that non-residential customers in West Marin will pay the  
28 drought surcharge from the first gallon of usage.

29 Mr. Bentley advised the Board that he will draft the letter, have the District legal counsel  
30 review the letter and then bring it back to the Board for approval.

31 On motion of Director Schoonover, seconded by Director Baker and unanimously carried,  
32 the Board authorized staff to draft rate increase letters to West Marin Water and Oceana Marin  
33 Sewer customers, inviting them to the June 24 public hearing, and advising them of the proposal to

1 enact a 5% rate increase and to consider incorporation of a drought surcharge applicable to West  
2 Marin Water customers as proposed.

3 **STAFFORD LAKE WATER QUALITY EVALUATION CONSULTANT SERVICES**

4 Mr. Clark informed the Board that after the taste and odor issues experienced with water  
5 treated at the Stafford Lake Treatment Plant during the 2013 summer and fall production season  
6 staff put together a scope of work for a consultant to develop a comprehensive strategy for  
7 eliminating the taste and odor compounds in the District's finished water produced from Stafford  
8 Lake. He stated that staff requested proposals from two consulting firms Michael J. McGuire, Inc.  
9 and SRT Consultants, which have the demonstrated experience to perform this study. Mr. Clark  
10 informed the Board that after reviewing the proposals Michael J. McGuire is a good candidate for the  
11 job and his proposal outlines the scope of work to be performed for \$40,500.

12 Director Fraites asked if in the past the District has experienced this issue. Mr. Clark replied  
13 that there have been taste and odor issues in the past and the District staff has taken measures to  
14 try and prevent it but have decided an expert needs to come in and help solve the problem.

15 Director Baker asked how staff found Mr. McGuire. Mr. Clark stated that Mr. DeGabriele  
16 suggested Mr. McGuire based on his expertise dealing with taste and odor. Director Baker stated  
17 that Mr. McGuire seems well qualified. Mr. DeGabriele stated that Mr. McGuire has done work for  
18 East Bay MUD and is an expert in taste and odor.

19 President Rodoni asked if Mr. McGuire was going to involve the watershed in his findings.  
20 Mr. Clark said that Mr. McGuire is going to take everything into account, such as the watershed, run  
21 off mitigation, STRAW projects etc.

22 On motion of Director Petterle, seconded by Director Fraites and unanimously carried, the  
23 Board authorized the General Manager to execute a Consulting Contract with Michael J. McGuire,  
24 Inc. for an amount not to exceed \$40,500.

25 **GALLAGHER WELL PIPELINE PROJECT: AWARD CONTRACT TO TEAM GHILOTTI INC.**

26 Mr. Drew McIntyre advised the Board that on March 28<sup>th</sup> the District received bids from six  
27 contractors for the Gallagher Well Pipeline Project, with the lowest bid from Team Ghilotti, Inc. at  
28 \$1.040M. He stated that the District advertised the project in the Marin Independent Journal and  
29 mailed contract documents to 10 interested contractors. Mr. McIntyre informed the Board that staff  
30 conducted the standard bid analysis and checked references from Team Ghilotti. He noted that the  
31 District has done work with Team Ghilotti in the past so staff is familiar with them. Mr. McIntyre  
32 stated that the project needs to be completed by the end of the calendar year and will be fully funded  
33 by grant funds.

1 President Rodoni expressed his concern about the construction done on the major commute  
2 route in and out of West Marin and suggested advanced outreach to customers to let them know  
3 and give them information about the project manager and who at the District they can get a hold of if  
4 there are any issues.

5 Director Baker asked who the source of funding was coming from. Mr. McIntyre responded  
6 that the source was coming from the left over Proposition 50 state grant funds through the  
7 Department of Public Health. Director Baker asked if the District has worked with DPH before. Mr.  
8 McIntyre stated that the District has done work with them and is familiar with the grant funding  
9 process.

10 On motion of Director Fraites, seconded by Director Baker and unanimously carried, the  
11 Board approved award of the contract to Team Ghilotti, Inc. and authorized the General Manager to  
12 execute an agreement with Team Ghilotti, Inc. for \$1,039,858 and a contingency of \$52,000.

13 **SAN FRANCISCO BAY AREA INTEGRATED REGIONAL WATER MANAGEMENT PLAN**  
14 **UPDATE**

15 Mr. McIntyre advised the Board that in November 2008 the Board adopted a resolution  
16 about the Bay Area Integrated Regional Water Management Plan. He stated that since that time the  
17 plan has been updated and the District is required to adopt the updated BAIRWMP because the  
18 District will seek grant funding in the future from the Prop 84 grant funds for the Recycled Water  
19 Central Service Area Expansion.

20 On motion of Director Petterle, seconded by Director Fraites and unanimously carried, the  
21 Board adopted Resolution No. 14-6 titled "Resolution of the Board of Directors of the North Marin  
22 Water District Adopting the San Francisco Bay Area Integrated Regional Water Management Plan  
23 Update."

24 **CSW/STUBER-STROEH CONTRACT AMENDMENT MARIN SONOMA NARROWS/AEEP**

25 Mr. McIntyre requested a contract amendment to the CSW/Stuber- Stroeh contract for work  
26 on the design and construction support for the Aqueduct Energy Efficiency Project. He noted that  
27 the amendment included previously approved items where the scope of work had been changed  
28 and additional items such as the tree removal. Mr. McIntyre informed the Board that the majority of  
29 the amendment, 66%, will be billed to CalTrans for reimbursement. He noted that the amendment is  
30 in the amount of \$132,048.

31 On motion of Director Fraites, seconded by Director Petterle, and unanimously carried, the  
32 Board authorized the General Manager to execute a contract amendment with CSW/Stuber-Stroeh

1 in the amount of \$132,048 for additional design engineering services related to the MSN and  
2 Aqueduct Energy Efficiency Projects.

3 Mr. Al Cornwell from CSW/Stuber-Stroeh thanked the District Board for all of their support  
4 and praised Drew McIntyre for his job well done and left the meeting.

5 **MILLER PACIFIC ENGINEERING GROUP – CONSULTING SERVICES AGREEMENT**

6 Mr. McIntyre informed the Board that a new consulting services agreement with Miller Pacific  
7 Engineering Group (MPEG) was needed for miscellaneous task orders. Mr. McIntyre stated that  
8 MPEG provides general soils and materials testing services for the District and will be assisting the  
9 District on the Gallagher Well Pipeline project for geo-technical services, including compaction  
10 testing. He noted that the general services agreement will be for \$60,000.

11 On motion of Director Schoonover, seconded by Director Baker and unanimously carried,  
12 the Board authorized the General Manager to execute a new General Engineering Services  
13 agreement for Consulting Geotechnical Services between the District and Miller Pacific Engineering  
14 Group with a not-to-exceed limit of \$60,000.

15 **INFORMATION ITEMS**

16 **INITIAL REVIEW – FY15 & FY16 CAPITAL IMPROVEMENT PROJECT BUDGET**

17 Mr. Bentley provided the Board with the initial review of the FY15 & FY16 Capital  
18 Improvement Budget. He stated that the budget has a gross outlay of \$19.3M in FY 15. He informed  
19 the Board that some of the major projects include the Aqueduct Energy Efficiency Project (\$13M),  
20 Atherton tank re-coat and mixing system (\$2.2M), Crest Pump Station (FY16), Recycled Water  
21 Expansion to Central Novato (FY16), and Gallagher Pipeline. He noted that with grant funding and  
22 loans the net project outlay will be \$4.9M next year. Mr. Bentley stated that Novato water's proposed  
23 CIP plan is front-loaded with the \$2.3M Atherton tank re-coating project which pushes the average  
24 CIP expenditures to \$3.5M over the next two years and will require budgetary discipline to maintain  
25 a \$2.5M average over the next five years. He informed the Board that this is the first of review of the  
26 budgets and they will be reviewed again on May 20<sup>th</sup> and approval will be considered at the June 17,  
27 2014 public hearing.

28 Director Fraites asked if the District is sure it will make the \$2.5M average. Mr. Bentley stated  
29 that it is the average and in the past the District has under spent.

30 President Rodoni asked if the Aqueduct Energy Efficiency Project will likely cost as much as  
31 budgeted. Mr. McIntyre stated that that contract has been awarded and the budgeted amount is the  
32 best estimate currently.

1 **INITIAL REVIEW – PROPOSED FY 14/15 EQUIPMENT BUDGET**

2 Mr. Bentley provided the Board with the Proposed FY14/15 Equipment Budget. He stated  
3 that the proposed budget totals \$198K, the majority of which is new vehicles, including two hybrid  
4 car replacements, a forklift for the corporation yard and a used 4X4 loader.

5 President Rodoni asked about the Honda hybrids and why the District is replacing them  
6 when they have so few miles and asked if staff has looked into getting another type of hybrid. Mr.  
7 Clark stated that the Honda's are running out of warranty and that it would cost more to replace the  
8 battery and electronics than to buy another car. He stated that the newer hybrids are getting better  
9 mileage and that staff is looking at all makes and models.

10 Mr. Bentley advised the Board that the Novato Equipment budget will be reviewed again on  
11 May 20<sup>th</sup> and approval will be considered at the June 17<sup>th</sup> public hearing.

12 **WAC/TAC – APRIL 7, 2014**

13 Mr. McIntyre provided an overview of the Water Advisory/Technical Advisory Committee  
14 meeting from April 7<sup>th</sup>. He stated that Pam Jeane advised the WAC that current respective storage  
15 levels in Lake Mendocino and Lake Sonoma are 52% and 76%. He noted that he was surprised to  
16 hear that Lake Pillsbury is spilling and that PG&E is operating the Potter Valley Project now.

17 Mr. McIntyre stated that the proposed 2014/15 SCWA budget was unanimously approved by  
18 the WAC and will be taken to the SCWA Board of Directors for their approval on April 22<sup>nd</sup>.  
19 He stated that the SCWA Water Shortage Allocation Methodology Update was unanimously  
20 approved by the WAC, consistent with the TAC recommendation, for a period of 7 months with an  
21 automatic extension through June 2016, with the understanding that in the interim, the City of  
22 Petaluma's concerns would be investigated further.

23 Mr. McIntyre stated that Efren Carrillo mentioned that there has been discussions with  
24 stakeholders in the upper Russian River region regarding the expansion of some of SCWA's water  
25 conservation programs.

26 Mr. McIntyre informed the Board that that there was discussion about the Integrated  
27 Regional Water Management Plan stating that the expedited drought grant funding relief program is  
28 being discussed as part of the IRWMP funding and it is anticipated that grant funds could be  
29 available as soon as September 2014.

30 President Rodoni informed the Board that Sonoma County Water Agency and the WAC  
31 need to help the Upper Russian River contractors with better conservation measures. He stated that  
32 they need to get more funding for retrofits, cash for grass rebates, etc.

1 Director Baker asked what City of Petaluma's concerns are with the Allocation model. Mr.  
2 DeGabriele stated that they are concerned about the water centric entities such as the breweries  
3 and creameries and their impact on Petaluma's per capita per day water usage.

4 **MISCELLANEOUS**

5 The Board received the following miscellaneous information: Disbursements, Self-Insured  
6 Workers' Comp – 3rd Quarter Status Report, Copy of Rate Increase Letter Source – Baywork's  
7 Workshop on Wheels, Public Notice- Novato Emergency Water Conservation Ordinance 28, and  
8 Legal Notice – West Marin Emergency Water Conservation Ordinance 29.

9 The Board received the following news articles: Voluntary 20% cutback adopted for Novato  
10 North Marin Water District Customers, County honors Giacomini Dairy, New groundwater rules  
11 needed now, Movers & Shakers: San Rafael engineering firm wins state excellence award, Letter to  
12 the Editor: Wasteful with water, Michael DiGiorgio, former Novato mayor, dies of leukemia, Marin  
13 Clean Energy raises rates, Water and schools show up as top voter concerns, Novato remembers  
14 Mike DiGiorgio, Stafford Lake bike park receives another \$25K, City manager unveils \$32.7M  
15 budget, NMWD starts voluntary rations, and Marin water crunch was eased by late winter, spring  
16 rains

17 The Board also received the following news article at the meeting: NMWD gets financial  
18 excellence certificate.

19 **ADJOURNMENT**

20 On motion of Director Schoonover, seconded by Director Baker and unanimously carried,  
21 President Rodoni adjourned the meeting at 8:43 p.m. in memory of Mike DiGiorgio, former mayor  
22 and current Board member of Novato Sanitary District.

23 Submitted by

24  
25  
26  
27 Katie Young  
28 District Secretary



2

3

**4**

**5**

## MEMORANDUM

To: Board of Directors

May 2, 2014

From: Drew McIntyre, Chief Engineer


Subject: Water Service Agreement – Shell Gas Station – 2085 Novato Blvd, Novato, CA  
(APN: 132-183-12)

r:\folders by job no\2700 jobs\2776\2776 bod memo.doc

**RECOMMENDED ACTION: The Board approve authorization of this agreement.****FINANCIAL IMPACT: None (Developer funded)**

The Shell Gas Station – 2085 Novato Blvd project consists of demolition of the existing convenience store at the Gas Station and construction of a new enlarged 2,520 sq. ft. convenience store with a 700 sq. ft. upstairs office in a slightly different building foot print. The Novato Fire Marshall has required that the convenience store and gas station be fire sprinkled with a dedicated 6-inch fire service. The project is located at 2085 Novato Blvd., adjoining the Novato Square Shopping Center (see map in attachment A). The existing 1-inch water service will be killed. The project will be served by a new 1.5-inch domestic meter and a new 1-inch irrigation meter. New reduced pressure backflow preventer assemblies (RPPs) will be installed on each service.

New Zone 1 water facilities include 10 feet of 6-inch PVC main, one 1.5-inch domestic service, one 1-inch irrigation service, one commercial fire hydrant, and a 6-inch fire service with 5/8-inch bypass meter.

Service to this property was established in 1965 (Trumbull Estates Shopping Center). Based on a review of water use history over the first ten years, this service is credited with one (1) EDU as per District Regulation 1.c. The proposed new water use is estimated to have a demand of four (4) EDUs. Therefore, the additional water demand associated with this project is three (3) EDUs.

Sewer service is provided by the Novato Sanitary District.

Environmental Document Review

The Shell Gas Station – 2085 Novato Blvd project was determined to be categorically exempt by the City of Novato per Section 15302 (reconstruction of structures).

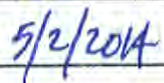
RECOMMENDATION:

That the Board approve authorization of this agreement.

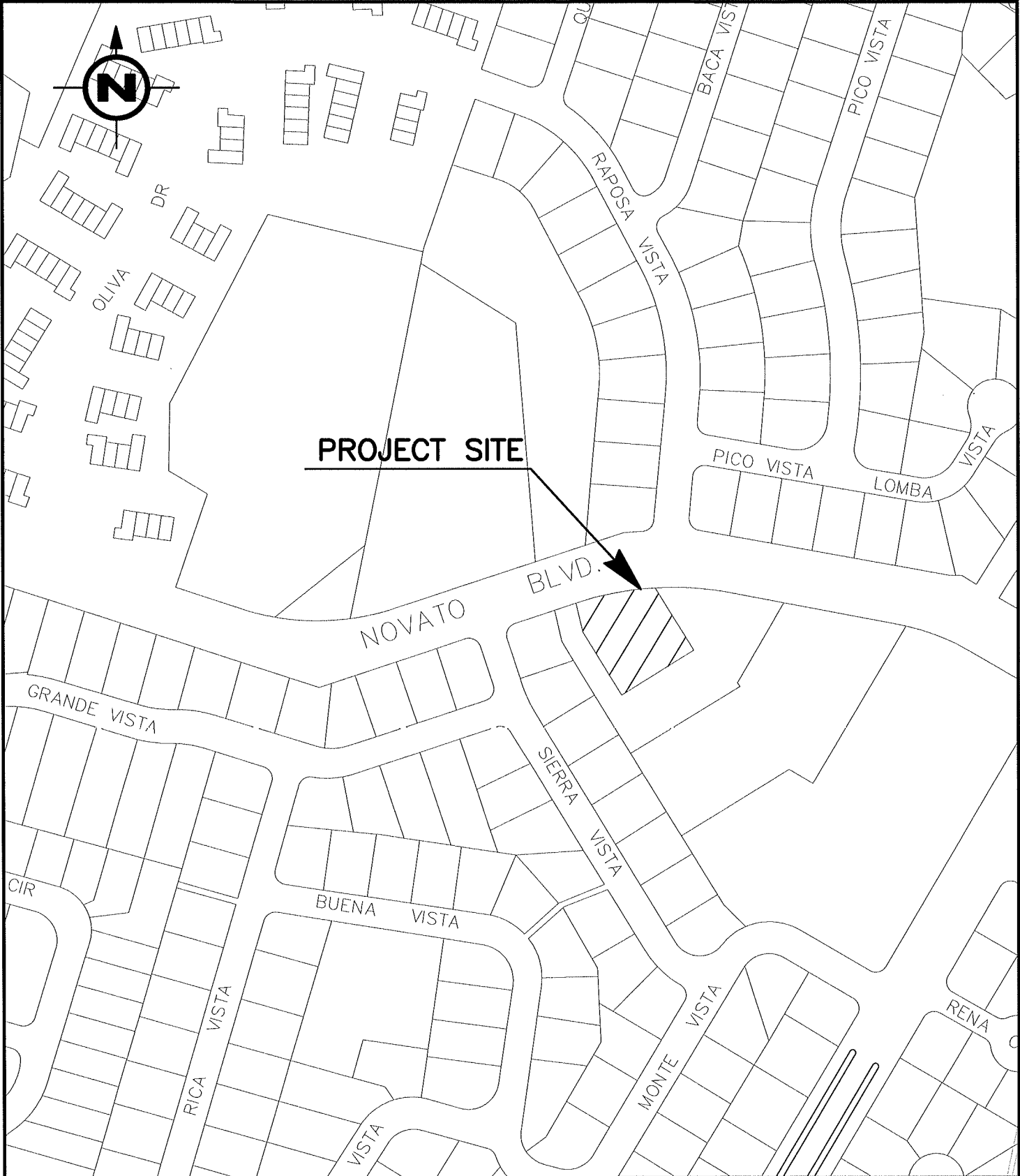
Approved by GM



Date



Apr 29, 2014 -- 12:10pm R:\Megan\2085 NOVATO BLVD.SHELL GAS STATION VICINITY MAP J-2776-001.dwg User: MMCDONOUGH



**2085 NOVATO BLVD. SHELL GAS STATION**  
**APN: 132-183-12**

DATE	SCALE	JOB.NO.	DWG.NO.
4/29/14	NTS	2776	MAP

RESOLUTION NO. 14-  
AUTHORIZATION OF EXECUTION  
OF  
WATER SERVICE FACILITIES CONSTRUCTION AGREEMENT  
WITH  
AU ENERGY, LLC

---

BE IT RESOLVED by the Board of Directors of NORTH MARIN WATER DISTRICT that the President and Secretary of this District be and they hereby are authorized and directed for and on behalf of this District to execute that certain water service facilities construction agreement between this District and AU ENERGY, LLC, A Limited Liability Corporation, providing for the installation of water distribution facilities to provide domestic water service to that certain real property known as 2085 Novato Blvd., Marin County Assessor's Parcel Number 132-183-12, NOVATO, CALIFORNIA.

\* \* \*

I hereby certify that the foregoing is a true and complete copy of a resolution duly and regularly adopted by the Board of Directors of NORTH MARIN WATER DISTRICT at a regular meeting of said Board held on the 6th day of May, 2014, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINED:

(SEAL)

---

Katie Young, Secretary  
North Marin Water District

PART ONE  
WATER SERVICE FACILITIES CONSTRUCTION AGREEMENT  
FOR  
SHELL GAS STATION-2085 NOVATO BLVD.

---

*THIS AGREEMENT*, which consists of this Part One and Part Two, Standard Provisions, attached hereto and a part hereof, is made and entered into as of \_\_\_\_\_, 2014, by and between NORTH MARIN WATER DISTRICT, herein called "District," and AU ENERGY, LLC, a Limited Liability Corporation, herein called "Applicant."

*WHEREAS*, the Applicant, pursuant to District Regulation 1, the State of California Subdivision Map Act and all applicable ordinances of the City of Novato and/or the County of Marin, has pending before the City or County a conditionally approved Tentative Subdivision Map, Precise Development Plan, Tentative Parcel Map or other land use application for the real property in the District commonly known as Marin County Assessor's Parcel Number 132-183-12 and the project known as Shell Gas Station-2085 Novato Blvd, consisting of one (1) lot for commercial development; and

*WHEREAS*, prior to final approval by the City or County of a Subdivision Map, Precise Development Plan, Parcel Map or other land use application and recording of a final map for the project, the Applicant shall enter into an agreement with the District and complete financial arrangements for water service to each lot, unit or parcel of the project; and

*WHEREAS*, the Applicant is the owner of real property in the District commonly known as 2085 Novato Blvd, Novato (Marin County Assessor's Parcel 132-183-12); and

*WHEREAS*, the District established water service to the Shell Gas Station, (APN: 132-183-12) on May 3, 1965 for one 1-inch meter; and

*WHEREAS*, the historical water use for the parcel is calculated to be 1 EDU; and

*WHEREAS*, the said parcel is now calculated to have an average day peak month consumption of four (4) EDUs resulting in a net increased water use of three (3) EDUs; and

*NOW THEREFORE*, the parties hereto agree as follows:

1. The Applicant hereby applies to the District for water service to said real property and project and shall comply with and be bound by all terms and conditions of this agreement, the District's regulations, standards and specifications and shall construct or cause to be constructed the water facilities required by the District to provide water service to the real property and project. Upon



acceptance of the completed water facilities, the District shall provide water service to said real property and project in accordance with its regulations from time to time in effect.

2. Prior to the District issuing written certification to the City, County or State that financial arrangements have been made for construction of the required water facilities, the Applicant shall complete such arrangements with the District in accordance with Section 5 of this agreement.

3. Prior to release or delivery of any materials by the District or scheduling of either construction inspection or installation of the facilities by the District, the Applicant shall:

a. deliver to the District vellum or mylar prints of any revised utility plans approved by the City or County to enable the District to determine if any revisions to the final water facilities construction drawings are required. The proposed facilities to be installed are shown on Drawing No. 1 2776, entitled, "SHELL GAS STATION-2085 NOVATO BLVD", a copy of which is attached, marked Exhibit "A", and made a part hereof. (For purposes of recording, Exhibit "A" is not attached but is on file in the office of the District.)

b. grant or cause to be granted to the District without cost and in form satisfactory to the District all easements and rights of way shown on Exhibit "A" or otherwise required by the District for the facilities.

c. deliver to the District a written construction schedule to provide for timely withdrawal of guaranteed funds for ordering of materials to be furnished by the District and scheduling of either construction inspection or construction pursuant to Section 5 hereof.

4. Except for fire service, new water service shall be limited to the number and size of services for which Initial Charges are paid pursuant to this agreement. Initial Charges for new services, estimated District costs and estimated applicant installation costs are as follows:

<b>Initial Charges</b>			
Meter Charges (Domestic) (Included in Estimated District Costs) .....	... One 1.5-inch @	\$ 0.00	\$ 0.00
Meter Charges (Irrigation) (Included in Estimated District Costs) .....	..... One 1-inch @	\$ 0.00	\$ 0.00
Meter Charges (Fire Service) (Included in Estimated District Costs) ...	... One 5/8-inch @	\$ 0.00	\$ 0.00
Reimbursement Fund Charges (Irrigation).....	... One 1.5-inch @	\$ 1,540.00	\$ 1,540.00
Reimbursement Fund Charges (Irrigation).....	..... One 1-inch @	\$ 1,055.00	\$ 1,055.00
Facilities Reserve Charges (3 EUs Domestic, 1 EDU Irrigation)	..... Four @	\$28,600.00	\$114,400.00
Credit for Existing Services To Be Removed (1 EDU + Meter, Reimb.)	..... @	\$<29,775.00>	\$<29,775.00>
<b>Subtotal - Initial Charges.....</b>			<b>\$ 87,220.00</b>
<b>Estimated District Costs</b>			
Pipe, Fittings & Appurtenances.....			\$ 16,637.00
District Construction Labor.....			\$ 25,373.00
Engineering & Inspection.....			\$ 2,507.00

Bulk Materials.....	\$ 1,994.00
<b>Subtotal –Estimated District Costs.....</b>	<b>\$ 46,511.00</b>
<b>TOTAL ESTIMATED WATER FACILITIES COSTS.....</b>	<b>\$133,731.00</b>

(Bulk materials are such items as crushed rock, imported backfill, concrete, reinforcing steel, paving materials, and the like, which are to be furnished by the contractor performing the work.)

5. Financial Arrangements to be made by the Applicant shall consist of the following:

Initial Charges and Estimated District Costs

The Applicant shall either pay to the District or provide a two (2) year irrevocable letter of credit in form satisfactory to the District and payable at sight at a financial institution in the Novato area the sum of Initial Charges and Estimated District Costs as set forth in Section 4 hereof in the amount of **\$ 133,731**. If the Applicant provides the two (2) year irrevocable letter of credit, the District shall immediately draw down Initial Charges and shall draw upon the remaining funds guaranteed by the letter at any time the District deems appropriate to recover the Estimated District Costs which normally will be at least thirty (30) days prior to the anticipated start of construction for the ordering of materials to be furnished by the District.

Estimated Installation Costs

Installation By District: Due to the proprietary nature of construction required to install said facilities, the District reserves the right to install the facilities utilizing District construction forces. The Applicant shall either pay to the District the total Estimated Installation Costs set forth in Section 4 hereof in the amount of **\$133,731** or shall include such amount in the irrevocable letter of credit provided for the Initial Charges and Estimated District Costs set forth first above. The District shall draw upon installation funds guaranteed by the letter at any time the District deems appropriate which normally will be at least thirty (30) days prior to the anticipated start of construction.

Whenever an irrevocable letter of credit is required by this agreement, the Applicant may substitute a certificate of deposit at a financial institution in the Novato area provided the certificate may be cashed at sight by the District at any time.

6. The applicant shall not resell any water furnished pursuant to this agreement. If multiple services from a single connection to the District's system through a master meter are allowed pursuant to District Regulation 4(b) the Applicant shall not submeter the individual services. The District's bills for water measured by a master meter shall be paid by the Applicant or a responsible homeowner's association. If a rental unit served through a master meter is converted into a separately owned unit

the District may require the installation of a separate connecting main and meter for water service to the unit at the cost of the owner of the unit.

7. Water service through the facilities to be installed pursuant to this agreement will not be furnished to any building unless the building is connected to a public sewer system or to a waste water disposal system approved by all governmental agencies having regulatory jurisdiction. This restriction shall not apply to temporary water service during construction.

8. New construction in the District's Novato service area is required to be equipped with high efficiency water conserving equipment and landscaping specified in Regulation 15 sections e. and f. Applicant shall install front loading, horizontal axis washing machines with a modified water factor of 5.5 or less. Dishwashers shall be energy star rated and use no more than 5 gallons per load. Toilets shall be District approved High Efficiency Toilets that meet the EPA water sense specification. Applicant shall install District approved weather-based irrigation controllers, drip irrigation on non-turf areas, and is subject to turf limitations. Refer to the aforementioned water conservation regulation for a complete listing of all requirements.

9. All estimated costs set forth in this agreement shall be subject to periodic review and revision at the District's discretion. In the event the Applicant has not completed financial arrangements with the District in accordance with Section 5 hereof prior to expiration of six (6) months from the date of this agreement, all Initial Charges and estimated costs set forth in Section 4 hereof shall be revised to reflect then current District charges and estimates. In the event the Applicant has not secured final land use approval for the project from the City of Novato or County of Marin, recorded a final map and diligently commenced construction of improvements required by those agencies and the District prior to expiration of one (1) year from the date of this agreement, the District may, at its option, either retract financial certifications issued to City, County and State agencies and terminate this agreement or require amendment of this agreement and review of all Initial Charges and estimated costs contained herein. The Applicant shall pay any balance due upon demand or furnish a guarantee of such payment satisfactory to the District.

10. All extensions of time granted by the City of Novato or the County of Marin for the Applicant to comply with conditions of land use approval or to construct improvements pursuant to a subdivision improvement agreement shall require concurrent extensions of this agreement and shall be cause for review and revision of all Initial Charges and estimated costs set forth in Section 4 hereof. The Applicant shall apply to the District for extension of this agreement prior to approval of the Applicant's requests for such extensions by either the City of Novato or the County of Marin.

11. This agreement shall bind and benefit the successors and assigns of the parties hereto; however, this agreement shall not be assigned by the Applicant without the prior written consent of the

District. Assignment shall be made only by a separate document prepared by the District at the Applicant's written request.

**NORTH MARIN WATER DISTRICT**

"District"

**ATTEST:**

\_\_\_\_\_  
Dennis Rodoni, President

\_\_\_\_\_  
Katie Young, Secretary

(SEAL)

**AU ENERGY, LLC**  
A Limited Liability Corporation  
"Applicant"

(SEAL)

\_\_\_\_\_  
Naresh K. Goyal, Managing Member

**NOTES:** *If the Applicant executing this agreement is a corporation, a certified copy of the bylaws or resolutions of the Board of Directors of said corporation authorizing designated officers to execute this agreement shall be provided.*

*This agreement must be executed by the Applicant and delivered to the District within thirty (30) days after it is authorized by the District's Board of Directors. If this agreement is not signed and returned within thirty days, it shall automatically be withdrawn and void. If thereafter a new agreement is requested, it shall incorporate the Initial Charges (connection fees) and cost estimates then in effect.*

**ALL SIGNATURES MUST BE ACKNOWLEDGED BEFORE A NOTARY PUBLIC.**

6

## MEMORANDUM

To: Board of Directors

May 2, 2014

From: Drew McIntyre, Chief Engineer

Subject: Water Service Agreement – OMA Village (Homeward Bound), 5394 Nave Drive, Novato  
APN 155-020-46

R:\Folders by Job No\2700 jobs\2768\2768 BOD Memo.doc

**RECOMMENDED ACTION: The Board approve authorization of this agreement.****FINANCIAL IMPACT: None (Developer funded)**

Homeward Bound of Marin proposes to build a 14 unit multi-family apartment complex consisting of four residential buildings and one community center on a 30,880 sq ft lot located at 5394 Nave Drive (see attached map). This agreement will provide water service to 14 new apartments and irrigation for the common area landscaping. The parcel which formerly was zoned for commercial uses and included a restaurant and motel is served by 1-inch and 1-1/2 inch services. The water services were transferred from MMWD to NMWD in 1969 as part of Hamilton Air Force Base reorganization. The existing 1-inch service will be killed and abandoned as part of this project and the existing 1-1/2 inch service will be converted to a 1-inch service for irrigation.

New water facilities required include 80 feet of 8-inch PVC main, one new commercial fire hydrant, one 4-inch fire service, two 1-inch domestic meters and one 1-inch irrigation meter. The lot will receive high pressure Zone 2 water service from the Air Base Tank. Water demand is 6.5 equivalent dwelling units (14 apartments @ 0.39 EDUs each plus 1 EDU for irrigation). Total new water demand is 2.5 EDUs since four (4) EDUs will be credited to the project for the existing services. Since this is an affordable housing project, payment of initial charges are eligible to be deferred pursuant to Regulation 1.c. (5).

Sewer service will be provided by the Novato Sanitary District. The re-zoning of the property from General Commercial (GC) to residential (R10) was approved by the City of Novato on July 23, 2013.

Environmental Document Review

The City of Novato approved a Mitigated Negative Declaration for the above project on July 23, 2013.

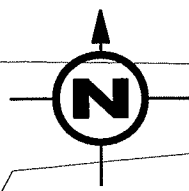
RECOMMENDATION:

That the Board approve authorization of this agreement

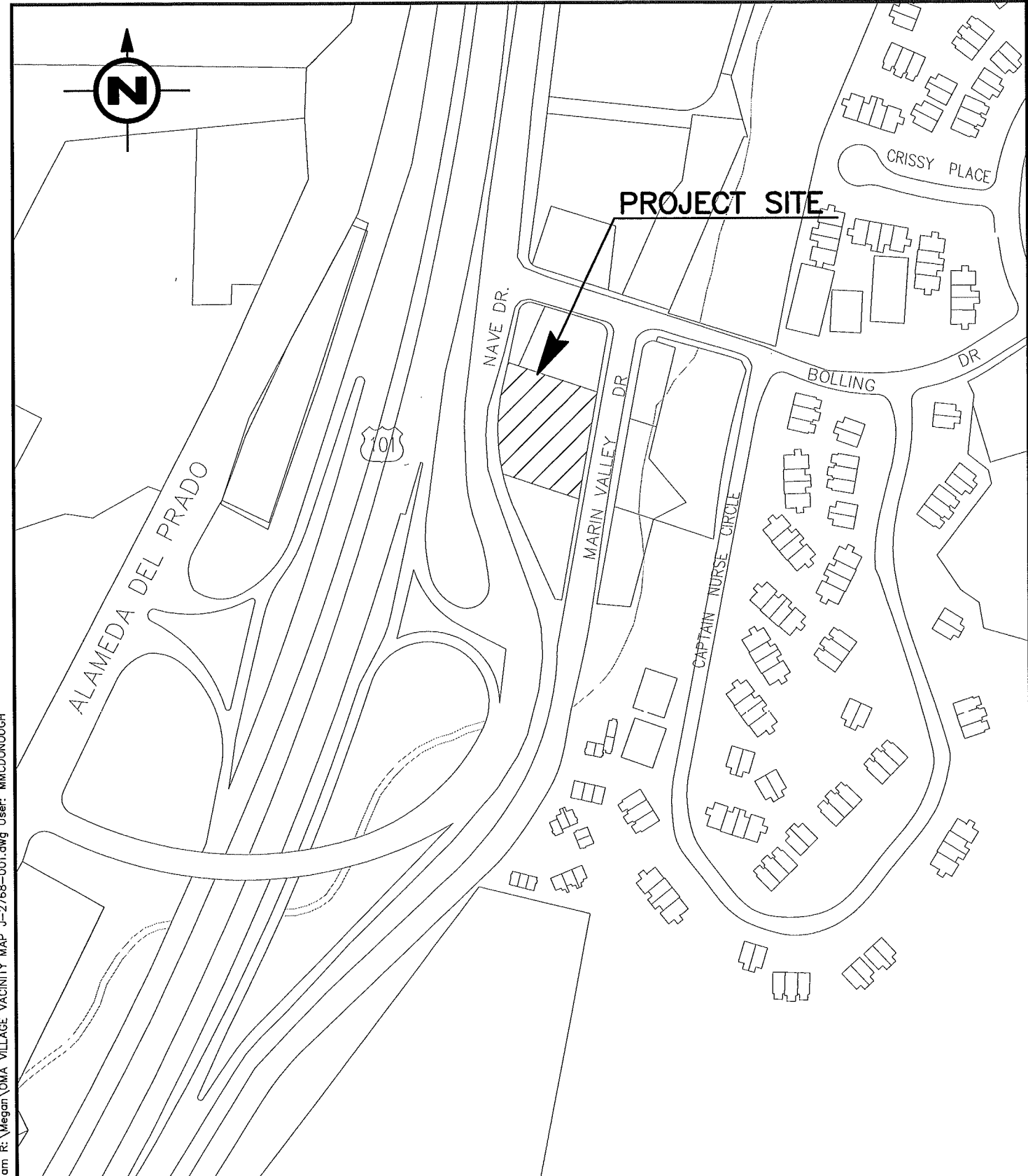
Approved by GM

Date

Apr 29, 2014 - 11:49am R:\Megan\OMA VILLAGE VACINITY MAP J-2768-001.dwg User: MMCDONOUGH



**PROJECT SITE**



**OMA VILLAGE WATER FACILITIES  
APN: 155-020-46**

DATE	SCALE	JOB.NO.	DWG.NO.
4/29/14	NTS	2768	MAP

RESOLUTION NO. 14-  
AUTHORIZATION OF EXECUTION  
OF  
HIGH PRESSURE  
WATER SERVICE FACILITIES CONSTRUCTION AGREEMENT  
WITH  
HOMEWARD BOUND OF MARIN – OMA VILLAGE

---

BE IT RESOLVED by the Board of Directors of NORTH MARIN WATER DISTRICT that the President and Secretary of this District be and they hereby are authorized and directed for and on behalf of this District to execute that certain water service facilities construction agreement between this District and HOMEWARD BOUND OF MARIN, a non-profit organization, providing for the installation of water distribution facilities to provide domestic water service to that certain real property known as 5394 Nave Drive, Marin County Assessor's Parcel Number 155-020-46, NOVATO, CALIFORNIA.

\* \* \*

I hereby certify that the foregoing is a true and complete copy of a resolution duly and regularly adopted by the Board of Directors of NORTH MARIN WATER DISTRICT at a regular meeting of said Board held on the 6th day of May, 2014, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINED:

(SEAL)

---

Katie Young, Secretary  
North Marin Water District



PART ONE  
HIGH PRESSURE  
WATER SERVICE FACILITIES CONSTRUCTION AGREEMENT  
FOR  
OMA VILLAGE

---

*THIS AGREEMENT*, which consists of this Part One and Part Two, Standard Provisions, attached hereto and a part hereof, is made and entered into as of \_\_\_\_\_, 2014, by and between NORTH MARIN WATER DISTRICT, herein called "District," and HOMEWARD BOUND OF MARIN, a non-profit organization, herein called "Applicant."

*WHEREAS*, the Applicant, pursuant to District Regulation 1, the State of California Subdivision Map Act and all applicable ordinances of the City of Novato and/or the County of Marin, has pending before the City or County a conditionally approved Tentative Subdivision Map, Precise Development Plan, Tentative Parcel Map or other land use application for the real property in the District commonly known as Marin County Assessor's Parcel Number 155-020-46 and the project known as OMA Village, consisting of one (1) lot for residential development; and

*WHEREAS*, prior to final approval by the City or County of a Subdivision Map, Precise Development Plan, Parcel Map or other land use application and recording of a final map for the project, the Applicant shall enter into an agreement with the District and complete financial arrangements for water service to each lot, unit or parcel of the project;

*WHEREAS*, the Applicant is the owner of real property in the District commonly known as 5394 Nave Drive, Novato (Marin County Assessor's Parcel 155-020-46); and

*WHEREAS*, the Marin Municipal Water District established 1.5-inch water service to Sundown Shopping Center in 1951 and added a 1-inch service in 1967 under an Outside Boundaries Surplus Water Agreement; and

*WHEREAS*, in 1969, both services were transferred to North Marin Water District, the 1.5-inch meter then serving a motel and the 1-inch meter serving a restaurant, and total water use was established at four (4) EDUs using the first ten years of water use on record; and

*WHEREAS*, the said parcel was originally zoned for commercial use and in 2013 was changed to residential zoning; and

*WHEREAS*, the said parcel is now calculated to have an average day peak month consumption of 6.5 EDUs (5.5 EDUs for 14 apartments at 0.39 EDUs/Apartment and 1 EDU for irrigation, resulting in a net increased water demand of 2.5 EDUs.

NOW THEREFORE, the parties hereto agree as follows:

1. The Applicant hereby applies to the District for water service to said real property and project and shall comply with and be bound by all terms and conditions of this agreement, the District's regulations, standards and specifications and shall construct or cause to be constructed the water facilities required by the District to provide water service to the real property and project. Upon acceptance of the completed water facilities, the District shall provide water service to said real property and project in accordance with its regulations from time to time in effect.

2. Prior to the District issuing written certification to the City, County or State that financial arrangements have been made for construction of the required water facilities, the Applicant shall complete such arrangements with the District in accordance with Section 5 of this agreement.

3. Prior to release or delivery of any materials by the District or scheduling of either construction inspection or installation of the facilities by the District, the Applicant shall:

a. deliver to the District vellum or mylar prints of any revised utility plans approved by the City or County to enable the District to determine if any revisions to the final water facilities construction drawings are required. The proposed facilities to be installed are shown on Drawing No. 1 2768, entitled, "OMA VILLAGE", a copy of which is attached, marked Exhibit "A", and made a part hereof. (For purposes of recording, Exhibit "A" is not attached but is on file in the office of the District.)

b. grant or cause to be granted to the District without cost and in form satisfactory to the District all easements and rights of way shown on Exhibit "A" or otherwise required by the District for the facilities.

c. deliver to the District a written construction schedule to provide for timely withdrawal of guaranteed funds for ordering of materials to be furnished by the District and scheduling of either construction inspection or construction pursuant to Section 5 hereof.

4. Except for fire service, new water service shall be limited to the number and size of services for which Initial Charges are paid pursuant to this agreement. Initial Charges for new services, estimated District costs and estimated applicant installation costs are as follows:

**Initial Charges**

Meter Charges (Domestic) (Included in Estimated District Costs) .....	..... Two 1-inch @	\$ 0.00	\$ 0.00
Meter Charges (Irrigation) (Included in Estimated District Costs) .....	..... One 1-inch @	\$ 0.00	\$ 0.00
Reimbursement Fund Charges (Domestic).....	..... Two 1-inch @	\$ 1,055.00	\$ 2,110.00
Reimbursement Fund Charges (Irrigation).....	..... One 1-inch @	\$ 1,055.00	\$ 1,055.00
Facilities Reserve Charges (Domestic).....	..... Fourteen @	\$11,200.00	\$156,800.00
Facilities Reserve Charges (Irrigation).....	..... One @	\$28,600.00	\$ 28,600.00
Credit for Existing Services To Be Removed (4 EDU + Meter, Reimb.) .....	..... @	<117,415.00>	\$<117,415.00>

**Subtotal - Initial Charges..... \$ 71,150.00**

**Estimated District Costs**

Pipe, Fittings & Appurtenances..... \$ 16,556.00  
District Construction Labor..... \$ 45,197.00  
Engineering & Inspection..... \$ 3,404.00  
Bulk Materials..... \$ 4,315.00

**Subtotal –Estimated District Costs..... \$ 69,472.00**

**TOTAL ESTIMATED WATER FACILITIES COSTS..... \$140,622.00**

(Bulk materials are such items as crushed rock, imported backfill, concrete, reinforcing steel, paving materials, and the like, which are to be furnished by the contractor performing the work.)

5. Financial Arrangements to be made by the Applicant shall consist of the following:

**Initial Charges and Estimated District Costs**

The Applicant shall either pay to the District or provide a two (2) year irrevocable letter of credit in form satisfactory to the District and payable at sight at a financial institution in the Novato area the sum of Initial Charges and Estimated District Costs as set forth in Section 4 hereof in the amount of **\$ 140,622**. If the Applicant provides the two (2) year irrevocable letter of credit, the District shall immediately draw down Initial Charges and shall draw upon the remaining funds guaranteed by the letter at any time the District deems appropriate to recover the Estimated District Costs which normally will be at least thirty (30) days prior to the anticipated start of construction for the ordering of materials to be furnished by the District. Pursuant to District Regulation 1(c)(5), this is an affordable housing project and the aforementioned requirements may be modified to allow deferred payment of Initial Charges in the amount of **\$71,150** for a period of up to two (2) years from the date of this agreement or until the date of issuance of a Certificate of Occupancy by the City or County, whichever occurs first. If this option is exercised, the Applicant shall notify the District in writing and modify payment in accordance with this paragraph and concurrently increase the amount of the financial guarantees specified below by this amount. No water service meters will be installed to any of the lots until full payment of this amount plus applicable interest is received.

**Estimated Installation Costs**

**Installation By District:** Due to the proprietary nature of construction required to install said facilities, the District reserves the right to install the facilities utilizing District construction forces. The Applicant shall either pay to the District the total Estimated Installation Costs set forth in Section 4 hereof in the amount of **\$140,622** or shall include such amount in the irrevocable letter of credit

provided for the Initial Charges and Estimated District Costs set forth first above. The District shall draw upon installation funds guaranteed by the letter at any time the District deems appropriate which normally will be at least thirty (30) days prior to the anticipated start of construction.

Whenever an irrevocable letter of credit is required by this agreement, the Applicant may substitute a certificate of deposit at a financial institution in the Novato area provided the certificate may be cashed at sight by the District at any time.

6. The applicant shall not resell any water furnished pursuant to this agreement. If multiple services from a single connection to the District's system through a master meter are allowed pursuant to District Regulation 4(b) the Applicant shall not submeter the individual services. The District's bills for water measured by a master meter shall be paid by the Applicant or a responsible homeowner's association. If a rental unit served through a master meter is converted into a separately owned unit the District may require the installation of a separate connecting main and meter for water service to the unit at the cost of the owner of the unit.

7. High pressure water service will be rendered to 5394 Nave Drive Water Facilities in accordance with District Regulation 12 entitled "High Pressure Service". The Applicant shall install a private pressure regulating device for each service to said lots as required by local ordinances and plumbing codes prior to occupancy of any structures, shall inform the buyer or buyers of said lots of the water service conditions herein described, and shall provide each buyer a copy of this agreement prior to any final sales transaction. Said private pressure regulating devices shall be in accordance with District Standard 28 but shall not be a part of the District's water system. The maintenance and operation of said devices shall be the responsibility of the property owners.

8. Water service through the facilities to be installed pursuant to this agreement will not be furnished to any building unless the building is connected to a public sewer system or to a waste water disposal system approved by all governmental agencies having regulatory jurisdiction. This restriction shall not apply to temporary water service during construction.

9. New construction in the District's Novato service area is required to be equipped with high efficiency water conserving equipment and landscaping specified in Regulation 15 sections e. and f. Applicant shall install front loading, horizontal axis washing machines with a modified water factor of 5.5 or less. Dishwashers shall be energy star rated and use no more than 5 gallons per load. Toilets shall be District approved High Efficiency Toilets that meet the EPA water sense specification. Applicant shall install District approved weather-based irrigation controllers, drip irrigation on non-turf areas, and is subject to turf limitations. Refer to the aforementioned water conservation regulation for a complete listing of all requirements.

10. All estimated costs set forth in this agreement shall be subject to periodic review and revision at the District's discretion. In the event the Applicant has not completed financial arrangements with the District in accordance with Section 5 hereof prior to expiration of six (6) months from the date of this agreement, all Initial Charges and estimated costs set forth in Section 4 hereof shall be revised to reflect then current District charges and estimates. In the event the Applicant has not secured final land use approval for the project from the City of Novato or County of Marin, recorded a final map and diligently commenced construction of improvements required by those agencies and the District prior to expiration of one (1) year from the date of this agreement, the District may, at its option, either retract financial certifications issued to City, County and State agencies and terminate this agreement or require amendment of this agreement and review of all Initial Charges and estimated costs contained herein. The Applicant shall pay any balance due upon demand or furnish a guarantee of such payment satisfactory to the District.

11. All extensions of time granted by the City of Novato or the County of Marin for the Applicant to comply with conditions of land use approval or to construct improvements pursuant to a subdivision improvement agreement shall require concurrent extensions of this agreement and shall be cause for review and revision of all Initial Charges and estimated costs set forth in Section 4 hereof. The Applicant shall apply to the District for extension of this agreement prior to approval of the Applicant's requests for such extensions by either the City of Novato or the County of Marin.

12. This agreement shall bind and benefit the successors and assigns of the parties hereto; however, this agreement shall not be assigned by the Applicant without the prior written consent of the District. Assignment shall be made only by a separate document prepared by the District at the Applicant's written request.

**NORTH MARIN WATER DISTRICT**  
"District"

**ATTEST:**

\_\_\_\_\_  
Dennis Rodoni, President

\_\_\_\_\_  
Katie Young, Secretary

(SEAL)

**HOMEWARD BOUND OF MARIN**  
A Non-Profit Organization  
"Applicant"

(SEAL)

\_\_\_\_\_  
Mary Kay Sweeney, Executive Director


NOTES: *If the Applicant executing this agreement is a corporation, a certified copy of the bylaws or resolutions of the Board of Directors of said corporation authorizing designated officers to execute this agreement shall be provided.*

*This agreement must be executed by the Applicant and delivered to the District within thirty (30) days after it is authorized by the District's Board of Directors. If this agreement is not signed and returned within thirty days, it shall automatically be withdrawn and void. If thereafter a new agreement is requested, it shall incorporate the Initial Charges (connection fees) and cost estimates then in effect.*

**ALL SIGNATURES MUST BE ACKNOWLEDGED BEFORE A NOTARY PUBLIC.**

7

MEMORANDUM

To: Board of Directors  
From: Pablo Ramudo, Water Quality Supervisor   
Subject: 2013 Consumer Confidence Report- Novato  
P:\LABWQ Supv\CCR\2013\Memo to board re 2013 ccr novato.doc

May 2, 2014


**RECOMMENDED ACTION:** Approve Text for 2013 Consumer Confidence Report – Novato and Bill Insert

**FINANCIAL IMPACT:** \$1500 (Included in FY 2013/2014 Budget)

The Safe Drinking Water Act requires water suppliers to publish and distribute a report of water quality information to its customers annually. The report contains details and results of monitoring for various contaminants throughout the previous year, a description of our sources of water and treatment regimes, as well as general information about water and its constituents. This year customers will receive a bill insert informing them that the report is available on our website and that a paper copy can be requested. We will initially order 500 printed copies of the report to mail to customers who request it and to have available to customers in our lobby. Additional copies will be ordered if necessary. This new delivery method option will save approximately \$2000 in printing and postage.

RECOMMENDATION

Authorize the General Manager to approve final text and design for the 2013 Consumer Confidence Report for Novato and related bill insert subject to comments received from the Board of Directors.

Approved by GM 

Date 5/2/2014



In 2013, Water provided by North Marin Water District met or surpassed every federal and state drinking water standard. Our latest Water Quality Report detailing results of tests performed in 2013 is now available and can be found on our website: [http://www.nmwd.com/services\\_quality.php](http://www.nmwd.com/services_quality.php)

To request a paper copy of the 2013 Water Quality Report please call 761-8929.

En 2013, el agua suministrada por el North Marin Water District cumplió o superó todos los estándares de agua potable federales y estatales. Nuestro reciente Informe de Calidad de Agua que detalla los resultados de las pruebas realizadas en el año 2013 ya está disponible y se encuentra en nuestra página web:

[http://www.nmwd.com/services\\_quality.php](http://www.nmwd.com/services_quality.php)

Para solicitar una copia impresa del Informe de Calidad de Agua 2013 por favor llamar a 761-8929.



# NORTH MARIN WATER DISTRICT

2013 ANNUAL WATER QUALITY REPORT · NOVATO EDITION · PUBLISHED MAY 2014

**In 2013, water provided by North Marin Water District met or surpassed every federal and state drinking water standard.**



This brochure is a snapshot of water quality monitoring performed in 2013. Included are details about where your water comes from, what it contains, and how it compares to state standards. If you have any questions regarding this Water Quality Report, contact Pablo Ramudo, Water Quality Supervisor, (415) 761-8929 or (800) 464-6693.

This report is available on our website: [www.nmwd.com](http://www.nmwd.com)

North Marin Water District's Stafford Lake Water Treatment Plant produces about 20% of the water needed for Novato. This facility is designed to produce water which meets or exceeds strict new federal standards for water quality. The water treatment process uses chlorine dioxide and polymers to treat water prior to filtration through layers of sand garnet and anthracite. The water then passes through granular activated charcoal to remove any remaining impurities before pH adjustment and the addition of a small amount of chlorine for disinfection.

Most of Novato's water supply is purchased as treated water from Sonoma County Water

Agency (SCWA). The SCWA water supply is collected from gravel beds 80 feet below and adjacent to the Russian River. The quality of this naturally-filtered water is excellent, making additional treatment unnecessary. Water from additional SCWA wells in the Santa Rosa plain can be blended with the Russian River well water to augment water supply. Before delivering the water to Novato, SCWA adds small amounts of chlorine and sodium hydroxide to ensure purity and to adjust pH.

The Stafford Lake water supply blends with the SCWA water supply in the Novato water distribution system. The percentage from each source can vary during the day.

Este informe contiene información muy importante sobre su agua potable.

Tradúzcalo o hable con alguien que lo entienda bien. Para más información, llame al (415) 761-8929.

TABLE 1 Report on Detected Constituents with a Primary Drinking Water Standard (PDWS)					SONOMA COUNTY WATER AGENCY		STAFFORD WATER TREATMENT PLANT	
CONSTITUENT	UNITS	PHG / [MRDL] (MCLG)	MCL / [MRDL] (PDWS)	TYPICAL SOURCE	Average	Range	Average	Range
Fluoride	mg/l	1.0	2.0	Erosion of natural deposits	0.12	0.10 - 0.15	0.13	0.12 – 0.14
Nitrate (as N)	mg/l	10	10	Soil runoff from fertilizers, leaching from septic systems and sewage	ND	ND	ND	ND
Radioactivity Gross Alpha	pCi/l	0	15	Erosion of natural deposits	ND (4)	ND (4)	ND (5)	ND (5)
Aluminum	mg/l	0.6	1.0	Erosion of natural deposits	ND	ND	ND	ND
DISTRIBUTION SYSTEM WATER								
Chlorine, Free	mg/l	[4.0]	[4.0]	Drinking water disinfectant added for treatment	Average = 0.45 Range = ND – 1.56			
Total Coliform Bacteria	% of samples positive	0	>5% of monthly samples positive	Naturally present in the environment	All samples negative (989 samples collected)			
Copper (1)	µg/l	170	(AL 1300)	Internal corrosion of household plumbing systems	30 samples collected, none above the action level 90th percentile = 83 Range = ND - 100			
Lead (1)	µg/l	2	(AL 15)	Internal corrosion of household plumbing systems	30 samples collected, none above the action level 90th Percentile = ND Range = ND-5.3			
Total Trihalomethanes (2)	µg/l	n/a	80	By-product of drinking water disinfection	Highest annual average = 46.3 Range = 9.4 – 53.9			
Total Haloacetic Acids (2)	µg/l	n/a	60	By-product of drinking water disinfection	Highest annual average = 20.0 Range = 6.2 – 33.8			



TABLE 2 Constituents With Aesthetic Concerns and/or a Secondary Drinking Water Standard					SONOMA COUNTY WATER AGENCY		STAFFORD WATER TREATMENT PLANT	
CONSTITUENT	UNITS	SMCL	TYPICAL SOURCE	Average	Range	Average	Range	
Color	PCU	15	Naturally-occurring organic materials	ND	ND	ND	ND	
Odor	TON	3	Naturally-occurring organic materials	ND	ND - 160	ND (6)	ND (6)	
Chloride	mg/l	500	Runoff / leaching of natural deposits	5.6	5.1 – 24	52	39 – 68	
Sulfate	mg/l	500	Leaching of natural deposits, treatment chemicals	11	2.4 – 13	14	11 - 23	
Turbidity	NTU	5	Soil runoff	0.04	0.01 – 0.25	0.10	0.08 – 0.14	
Total Dissolved Solids	mg/l	1000	Runoff / leaching of natural deposits	140	130 – 210	170	160 – 190	
Sodium	mg/l	n/a	Naturally-occurring and treatment chemicals	9.2	8.0 – 39	28	24 – 32	
Hardness (3)	mg/l	n/a	Leaching of natural deposits	100	38 – 110	95	86 – 104	
Radon	pCi/l	n/a	See "Radon in Air," back page	150	100 – 480	n/a	n/a	
Specific Conductance	µmhos/cm	1600	Substances that form ions in water	240	190 – 260	360	300 – 440	
Manganese	µg/l	50	Leaching from natural deposits	ND	ND – 71	ND	ND	

**LEGEND**

**PHG (Public Health Goal):** The level of a contaminant in drinking water below which there is no known or expected risk to health. PHGs are set by the California Environmental Protection Agency.

**MCLG (Maximum Contaminant Level Goal):** The level of a contaminant in drinking water below which there is no known or expected risk to health. MCLGs are set by the U.S. Environmental Protection Agency (EPA).

**MCL (Maximum Contaminant Level):** The highest level of a contaminant that is allowed in drinking water. Primary MCLs are set as close to the PHGs (or MCLGs) as is economically and technologically feasible. Secondary MCLs (SMCL) are set to protect the odor, taste, and appearance of drinking water. MCLs and SMCLs are set by the California and/or U.S. EPA.

**PDWS (Primary Drinking Water Standard):** MCLs and MRDLs, for contaminants that affect health along with their monitoring and reporting requirements, and water treatment requirements.

**AL (Action Level):** The concentration of a contaminant that, if exceeded, triggers treatment or other requirements that a water system must follow.

**TT (Treatment Technique):** A required process intended to reduce the level of a contaminant in drinking water.

**NTU (Nephelometric Turbidity Units):** A measure of suspended material in water.  
**90th Percentile:** Compliance based on highest value after eliminating the highest 10% of values.

**Maximum residual disinfectant level (MRDL):** The level of a disinfectant added for water treatment that may not be exceeded at the consumer's tap.

**Maximum residual disinfectant level goal (MRDLG):** The level of a disinfectant added for water treatment below which there is no known or exposed risk to health. MRDLGs are set by the U.S. EPA.

**mg/l** = milligrams per liter (parts per million) -equivalent to 4 drops of water in the average sized bathtub.

**µg/l** = micrograms per liter (parts per billion) -equivalent to 50 drops in an olympic size swimming pool

**µmhos/cm** = micromhos per centimeter

**ND** = Not Detected

**n/a** = Not Applicable

**PCU** = platinum cobalt units

**pCi/l** = picocuries per liter

(1) Regulations require sampling every three (3) years. Data from 2011.

(2) Compliance based on a four-quarter running average at each distribution system monitoring location.

(3) Average hardness shown in mg/L equates to 6.4 to 7.6 grains per gallon.

(4) 2005-2008 data.

(5) 2012 data.

(6) Although no discernible taste or odor were present during routine sampling, some customers reported objectionable taste and odor which has been traced to a compound produced by algae in Stafford Lake. This compound, geosmin, has no health effects. NMWD is undertaking a study this year with the help of an expert in the water field to develop a comprehensive taste and odor control program.

**Concerning Lead and Drinking Water**

If present, elevated levels of lead can cause serious health problems, especially for pregnant women and young children. Lead in drinking water is primarily from materials and components associated with service lines and home plumbing. NMWD is responsible for providing high quality drinking water to your meter, but cannot control the variety of materials used in home plumbing components. When water in your household plumbing has been sitting for several hours, you can minimize the potential for lead exposure by running your tap water for 30 seconds to 2 minutes before using water for drinking or cooking. If you are concerned about lead in your water, you may wish to have your water tested. Information on lead in drinking water, testing methods, and steps you can take to minimize exposure is available from the Safe Drinking Water Hotline or at [www.epa.gov/safewater/lead](http://www.epa.gov/safewater/lead).



# A Message From the United States Environmental Protection Agency

**The sources of drinking water** (both tap water and bottled water) include rivers, lakes, streams, ponds, reservoirs, springs, and wells. As water travels over the surface of the land or through the ground, it dissolves naturally occurring minerals and, in some cases, radioactive materials, and can pick up substances resulting from the presence of animals or from human activity.

**Contaminants that may be present** in source water include:

- **Microbial Contaminants**, such as viruses and bacteria, that may come from sewage treatment plants, septic systems, agricultural livestock operations, and wildlife.
- **Inorganic Contaminants**, such as salts and metals, that can be naturally occurring or result from urban stormwater runoff, industrial or domestic wastewater discharges, oil and gas production, mining or farming.
- **Pesticides and Herbicides**, that may come from a variety of sources such as agriculture, urban stormwater runoff, and residential uses.
- **Organic Chemical Contaminants**, including synthetic and volatile organic chemicals, that are by-products of industrial processes and petroleum production, and can also come from gas stations, urban stormwater runoff, agricultural applications and septic systems.
- **Radioactive Contaminants**, that can be naturally-occurring or be the result of oil and gas production and mining activities.

In order to ensure that tap water is safe to drink, the U.S. Environmental Protection Agency (USEPA) and the California Department of Public Health (CDPH) prescribe regulations that limit the amount of certain contaminants in water provided by public water systems. DHS regulations also establish limits for contaminants in bottled water that provide the same protection for public health.

**Drinking water, including bottled water**, may reasonably be expected to contain at least small amounts of some contaminants. The presence of contaminants does not necessarily indicate that water poses a health risk. More information about contaminants and potential health effects can be obtained by calling the USEPA's Safe Drinking Water Hotline (1-800-426-4791).

**Some people may be more vulnerable** to contaminants in drinking water than the general population. Immuno-compromised persons such as persons with cancer undergoing chemotherapy, persons who have undergone organ transplants, people with HIV/AIDS or other immune system disorders, some elderly, and infants can be particularly at risk from infections. These people should seek advice about drinking water from their health care providers. USEPA/Centers for Disease Control (CDC) guidelines on appropriate means to lessen the risk of infection by *Cryptosporidium* and other microbial contaminants are available from the Safe Drinking Water Hotline (1-800-426-4791).

## **Cryptosporidium & Giardia**

In 2006, NMWD monitored the Stafford source water for *cryptosporidium* and *giardia*, which are microbial pathogens found in surface water. Filtration can remove *cryptosporidium* but cannot guarantee 100 percent removal. Chlorine disinfection kills *giardia*. Samples of untreated Stafford Lake water were taken for the first three months of 2006, and two *cryptosporidium* and four *giardia* were found. **Should you be concerned?** Healthy individuals should not be concerned. However, immuno-compromised people are at a greater risk. We suggest immuno-compromised individuals consult their physician regarding appropriate precautions.

## **Radon In Air**

Radon is a radioactive gas that can move from decomposed granite soils into a home through cracks and holes in the foundation. Radon can also get into indoor air when running tap water for showering and other household activities. In most cases, radon from tap water is a small source of radon in air. Radon is a known human carcinogen. It can lead to lung cancer. Drinking water containing radon may also cause increased risk of stomach cancer. The SCWA water was tested for Radon and showed an average of 150 and a range of 100 – 480 pCi/L (picocuries per liter). There is no federal regulation for radon levels in drinking water. Exposure over a long period of time to air transmitting radon may cause adverse health effects. If you are concerned about radon in your home, **test the air in your home!** Testing is inexpensive and easy. For additional information, call your state radon program or call EPA's Radon Hotline (800-SOS-RADON).

## **Notice To Kidney Dialysis Patients**

Chlorine dioxide is used as a pre-oxidant in water produced from Stafford Water Treatment Plant. Customers undergoing kidney dialysis treatment are advised to use sufficient pre-treatment to ensure chlorine dioxide does not pose a threat to the dialysis process.

## **Drinking Water Source Assessment for SCWA Groundwater Supply**

In January 2001, a Drinking Water Source Assessment for all of the SCWA's water sources was conducted to identify if any potential sources of contamination exist.

The SCWA source water is extracted from groundwater via 6 Ranney Collectors and 7 wells located at Wohler and Mirabel, and three wells in the Santa Rosa Plain. The aquifer is recharged by subsurface flows and Russian River water filtering down through the gravel riverbed.

Most of the SCWA water supply comes from wells at Wohler and Mirabel adjacent to the Russian River. These sources are considered to be most vulnerable from wastewater treatment and gravel mining in the area. However, no contaminants associated with these activities were detected in the drinking water.

The SCWA also operates three groundwater wells on the Santa Rosa Plain near Occidental Road, Todd Road and Sebastopol Road. These sources are considered to be most vulnerable from animal feeding operations. However, no contaminants associated with this activity were detected in the drinking water.

A copy of the complete assessment may be reviewed at the California Department of Public Health, Drinking Water Field Operations Branch, 50 D Street, Suite 200, Santa Rosa, CA 95404. You may request a summary of this assessment be sent to you by contacting the Office Representative at 707-576-2145 (voice) or 707-576-2722 (fax).

## **Drinking Water Source Water Assessment For Stafford Lake**

An assessment of watershed activities, which may affect the Stafford Lake source of supply, was performed in 2002 as required by the U.S. Environmental Protection Agency. The watershed activities identified with the highest potential for contamination of Stafford Lake are animal feeding/ waste disposal at the existing stable and dairy operations on the watershed. These activities increase the potential to introduce microbial contaminants and nutrients to Stafford Lake. NMWD actively works with the stable and dairy owners to control their operations and reduce potential contaminants. The Stafford Lake source water is routinely monitored by NMWD to insure the controls are effective.

A copy of the complete assessment is on file at the North Marin Water District office at 999 Rush Creek Place, Novato.

8



MEMORANDUM

To: Board of Directors  
From: Pablo Ramudo, Water Quality Supervisor *PR*  
Subject: 2013 Consumer Confidence Report- Point Reyes  
P:\LAB\WQ Supv\CCR2013\Memo to board re 2013 ccr PR.doc

May 2, 2014

**RECOMMENDED ACTION:** Approve Text for 2013 Consumer Confidence Report – Point Reyes

**FINANCIAL IMPACT:** \$250 (Included in FY 2013/2014 Budget)

The Safe Drinking Water Act requires water suppliers to publish and distribute a report of water quality information to its customers annually. The report contains details and results of monitoring for various contaminants throughout the previous year, a description of our sources of water and treatment regimes, as well as general information about water and its constituents. This year customers will receive a bill insert informing them that the report is available on our website and that a paper copy can be requested. We will initially order 100 printed copies of the report to mail to customers who request it and to have available to customers in our lobby. Additional copies will be ordered if necessary. This new delivery method option will save approximately \$1250 in printing and postage.

RECOMMENDATION

Authorize the General Manager to approve final text and design for the 2013 Consumer Confidence Report for Point Reyes subject to comments received from the Board of Directors.

Approved by GM *CO*  
Date *5/2/2014*





# NORTH MARIN WATER DISTRICT

2013 ANNUAL WATER QUALITY REPORT • POINT REYES AREA EDITION • PUBLISHED MAY 2014

**In 2013, water provided by North Marin Water District met or surpassed every federal and state drinking water standard.**



This Brochure is a snapshot of water quality monitoring performed in 2013. Included are details about where your water comes from, what it contains, and how it compares to regulatory standards. If you have any questions regarding this Water Quality Report, contact Pablo Ramudo, Water Quality Supervisor, (415) 761-8929 or (800) 464-6693

This report is available on our website: [www.nmwd.com](http://www.nmwd.com)

North Marin Water District's water is pumped from two wells located in Point Reyes Station near Lagunitas Creek. Testing shows that the quality of the well water is excellent. Iron and manganese are the principal contaminants found in this water, and although they do not have any negative effects on health, they can affect the color of the water. For this reason, we treat and filter the water to completely remove both of these metals. Chlorine is added as a disinfectant.

Due to their proximity to Lagunitas Creek and Tomales Bay, the wells are periodically prone to salt water intrusion during very high tides. Once the salty water is in the aquifer that feeds the

wells it can take many months for salinity levels to return to normal. We typically take steps to minimize the amount of salty water that is drawn into our wells, but the problem has been worsening in the last few years due to sea level rise and a changing bay. NMWD is planning a new upstream well at the Gallagher ranch and a new pipeline to our existing Gallagher well (to be completed this year) from which we can draw to avoid salinity intrusion in the future.

NMWD is committed to supplying safe water that meets or surpasses state and federal standards and achieves the highest standards of customer satisfaction.

Este informe contiene información muy importante sobre su agua potable.

Tradúzcalo o hable con alguien que lo entienda bien. Para más información, llame al (415) 761-8929.



**North Marin Water District — Point Reyes Water Service Area  
Report of Detected Constituents of Concern**

CHEMICAL	UNITS	PHG / [MRDLG] (MCLG)	MCL / [MRDL] (PDWS)	POINT REYES TREATMENT PLANT	POINT REYES DISTRIBUTION SYSTEM	TYPICAL SOURCE OF CHEMICAL
Total Trihalomethanes	µg/l	n/a	80 <sup>1</sup>	n/a	Highest Running Annual average = 49 Range = 9.7 - 76	By-product of drinking water disinfection
Haloacetic Acids (HAA5)	µg/l	n/a	60 <sup>1</sup>	n/a	Highest Running Annual average = 19 Range = 3.5 - 21	By-product of drinking water disinfection
Lead <sup>2</sup>	µg/l	2	(Action level 15)	n/a	90th percentile = ND None of 10 samples above action Level	Internal corrosion of household water plumbing systems; erosion of natural deposits
Copper <sup>2</sup>	µg/l	170	(Action level 1300)	n/a	90th percentile = 1100 None of 10 samples above action level	Internal corrosion of household water plumbing systems; erosion of natural deposits
Barium	mg/l	2.0	1.0	ND	n/a	Erosion of natural deposits
Fluoride	mg/l	1.0	2.0	Average = 0.10 Range = 0.09 - 0.11	n/a	Erosion of natural deposits
Chlorine, free	mg/l	[4.0]	[4.0]	n/a	Average = 0.58 Range = 0.10 - 1.10	Drinking water disinfectant
Coliform Bacteria	# of positive samples per month	0	2 or more positive monthly samples	n/a	All samples negative (91 samples collected)	Naturally present in the Environment

<sup>1</sup> Compliance is based on a four- quarter running average at each distribution system monitoring location.

<sup>2</sup> Regulations require sampling every 3 years. 2011 Data

**LEGEND**

**PHG (Public Health Goal):** The level of a contaminant in drinking water below which there is no known or expected risk to health. PHGs are set by the California Environmental Protection Agency.

**MCLG (Maximum Contaminant Level Goal):** The level of a contaminant in drinking water below which there is no known or expected risk to health. MCLGs are set by the U.S. Environmental Protection Agency (USEPA).

**MCL (Maximum Contaminant Level):** The highest level of a contaminant that is allowed in drinking water. Primary MCLs are set as close to the PHGs (or MCLGs) as is economically and technologically feasible. Secondary MCLs (SMCL) are set to protect the odor, taste, and appearance of drinking water. MCLs are set by the California and/or USEPA.

**PDWS (Primary Drinking Water Standard):** MCLs (or MRDLs), for contaminants that affect health along with their monitoring and reporting requirements, and water treatment requirements.

**MRDLG (Maximum Residual Disinfectant Level Goal):** The level of a disinfectant added for water treatment below which there is no known or exposed risk to health. MRDLGs are set by the USEPA.

**MRDL (Maximum Residual Disinfectant Level):** The level of a disinfectant added for water treatment that may not be exceeded at the consumer's tap.

**Action Level:** The concentration of a contaminant that, if exceeded, triggers treatment or other requirements that a water system must follow.

**90th Percentile =** Compliance based on highest value after eliminating the highest 10% of values.

**Abbreviations**

**mg/l** = milligrams per liter (parts per million)- equivalent to 4 drops of water in the average sized bathtub.

**µg/l** = micrograms per liter (parts per billion)- equivalent to 50 drops in an Olympic sized swimming pool.

**NTU** = Nephelometric Turbidity Units, a measure of suspended material in water

**pCi/l** = picocuries per liter (a measure of radiation)

**n/a** = not applicable

**ND** = Not Detected at testing limit

**µmhos/cm** = micromhos per centimeter

**PCU** = platinum cobalt units



**North Marin Water District — Point Reyes Water Service Area  
Report on Constituents of Interest**

CONSTITUENT	UNITS	MCL or (SMCL)	POINT REYES AVERAGE	POINT REYES RANGE	TYPICAL SOURCES
Chloride	mg/l	(500)	47	18 – 83	Runoff/leaching from natural deposits; seawater influence
Color	PCU	(15)	ND	ND	Naturally-occurring organic materials
Hardness	mg/l	n/a	89	65 – 110	Generally found in ground and surface water
Manganese	ug/l	(50)	ND	ND	Leaching from natural deposits
Radon (Test date 1999)	pCi/l	n/a	225	n/a	Erosion of natural deposits
Specific Conductance	µmhos/cm	(1600)	360	290 – 450	Substances that form ions when in water; seawater influence
pH	n/a	(8.5)	7.34	7.28 – 7.37	
Total Dissolved Solids	mg/l	(1000)	190	150 – 270	Runoff/leaching from natural deposits
Turbidity	NTU	5	0.07	0.06 – 0.09	Soil runoff
Sodium	mg/l	n/a	39	22 – 51	Generally found in ground and surface water; seawater influence

**Capital Improvement Projects**

West Marin System improvements recently completed to improve water service reliability: (1) replacement of several (polybutylene) service laterals (between water main and meters) that are prone to premature failure, and (2) Treatment Plant emergency generator connections to improve response times during power failures.

Major ongoing projects include: (1) permitting and design for a solids handling facility at the Point Reyes Water Treatment Plant, (2) seismic upgrades to the piping connections at the Point Reyes Water Storage Tanks, and (3) permitting and design of the Gallagher Well and Pipeling to add a new water supply source that is not affected by salt water intrusion (pipeline construction scheduled this year).

**Concerning Lead and Drinking Water**

If present, elevated levels of lead can cause serious health problems, especially for pregnant women and young children. Lead in drinking water is primarily from materials and components associated with private service lines and home plumbing. North Marin Water District is responsible for providing high quality drinking water to your meter, but cannot control the variety of materials used in home plumbing components. When your water has been sitting for several hours, you can minimize the potential for lead exposure by flushing your tap water for 30 seconds to 2 minutes before using water for drinking or cooking. If you are concerned about lead in your water, you may wish to have your water tested. Information on lead in drinking water, testing methods, and steps you can take to minimize exposure is available from the Safe Drinking Water Hotline or at [www.epa.gov/safewater/lead](http://www.epa.gov/safewater/lead).



# A Message From the United States Environmental Protection Agency

The sources of drinking water (both tap water and bottled water) include rivers, lakes, streams, ponds, reservoirs, springs, and wells.

As water travels over the surface of the land or through the ground, it dissolves naturally occurring minerals and, in some cases, radioactive materials, and can pick up substances resulting from the presence of animals or from human activity.

Contaminants that may be present in source water include:

- **Microbial Contaminants**, such as viruses and bacteria, that may come from sewage treatment plants, septic systems, agricultural livestock operations, and wildlife.
- **Inorganic Contaminants**, such as salts and metals, that can be naturally occurring or result from urban stormwater runoff, industrial or domestic wastewater discharges, oil and gas production, mining or farming.
- **Pesticides and Herbicides**, that may come from a variety of sources such as agriculture, urban stormwater runoff, and residential uses.
- **Organic Chemical Contaminants**, including synthetic and volatile organic chemicals, that are by-products of industrial processes and petroleum production, and can also come from gas stations, urban stormwater runoff, agricultural applications and septic systems.
- **Radioactive Contaminants**, that can be naturally-occurring or be the result of oil and gas production and mining activities.

In order to ensure that tap water is safe to drink, the U.S. Environmental Protection Agency (USEPA) and the California Department of Public Health (CDPH) prescribe regulations that limit the amount of certain contaminants in water provided by public water systems. DHS regulations also establish limits for contaminants in bottled water that provide the same protection for public health.

**Drinking water, including bottled water**, may reasonably be expected to contain at least small amounts of some contaminants. The presence of contaminants does not necessarily indicate that water poses a health risk. More information about contaminants and potential health effects can be obtained by calling the USEPA's Safe Drinking Water Hotline (1-800-426-4791).

**Some people may be more vulnerable** to contaminants in drinking water than the general population. Immuno-compromised persons such as persons with cancer undergoing chemotherapy, persons who have undergone organ transplants, people with HIV/AIDS or other immune system disorders, some elderly, and infants can be particularly at risk from infections. These people should seek advice about drinking water from their health care providers. USEPA/Centers for Disease Control (CDC) guidelines on appropriate means to lessen the risk of infection by Cryptosporidium and other microbial contaminants are available from the Safe Drinking Water Hotline (1-800-426-4791).

## Source Water Assessment

An Assessment of watershed activities, which may affect the Point Reyes source of supply, was completed in July 2002 as required by the US Environmental Protection Agency. The activities identified with the highest potential for contamination of the Point Reyes groundwater supply are salt water intrusion and activities associated with the operation of the US Coast Guard housing wastewater system and maintenance facility area. These activities increase the potential to introduce chemical and microbial contaminants into the local groundwater. The Point Reyes groundwater is routinely monitored by NMWD. No contaminants have been detected with the exception of occasional increases in salt concentrations. Water produced at the Point Reyes water treatment plant meets federal and state water quality requirements.

A copy of the complete assessment is on file at the North Marin Water district office at 999 Rush Creek Place, Novato.

## Radon In Air

Radon is a radioactive gas that can move from decomposed granite soils into a home through cracks and holes in the foundation. Radon can also get into indoor air when running tap water for showering and other household activities. In most cases, radon from tap water is a small source of radon in air. Radon is a known human carcinogen. It can lead to lung cancer. Drinking water containing radon may also cause increased risk of stomach cancer. There is no federal regulation for radon levels in drinking water. Exposure over a long period of time to air transmitting radon may cause adverse health effects. If you are concerned about radon in your home, **test the air in your home!** Testing is inexpensive and easy. For additional information, call your state radon program or call EPA's Radon Hotline (800-SOS-RADON).

## Board of Directors

Dennis Rodoni  
*President*

Jack Baker  
*Vice President*

Rick Fraites

Stephen Petterle

John C. Schoonover

The Board of Directors meets on the first and third Tuesday of the month, 7:30 pm at NMWD Administrative office, 999 Rush Creek Place, Novato, CA 94945.

On June 24, 2014, the Board will meet at 7:30 pm in Point Reyes Station to review the Point Reyes budget and Point Reyes water issues.



9



## MEMORANDUM

To: Board of Directors  
 From: Drew McIntyre, Chief Engineer   
 Subject: Approve: Change Order No. 7 - Environmental Science Associates (ESA)  
 For Expanded Biological Monitoring Services (AEEP/MSN B3 Tree Removal Contract)  
R:\Folders by Job No\7000 jobs\7127\ESA RW CEQA Work\Board Memos\7127 ESA Change Order No. 7 BOD MEMO 5-14.docx

May 2, 2014

**RECOMMENDED ACTION:** The Board authorize the General Manager to execute Change Order No. 7 to ESA to perform expanded biological monitoring services

**FINANCIAL IMPACT:** \$8,000 (~\$7,500 reimbursed by Caltrans)

Background

At the January 7, 2014 meeting, the Board approved Change Order No. 6 to ESA for \$30,000 to perform biological monitoring services related to the advance tree removal contract for Caltrans' MSN B3 and NMWD's Aqueduct Energy Efficiency Projects. The biological monitor was needed on-site primarily to ensure that no red-legged frogs were negatively impacted as a result of the tree removal project.

Change Order No. 7

Towards the end of the tree removal contract Caltrans' requested additional biological monitoring services from NMWD primarily related to the observation of a hawk nest that was found near one of the trees slated for removal by PGE. Change Order No. 7 is requested to primarily cover this out of scope task which will be fully reimbursed by Caltrans.

A tabulation of historical change orders as well as new Change Order No. 7 is provided in Table 1.

Approved by GM Date 5/2/2014

Table 1

	Date	Description	Amount	Total
<b>Original Contract</b>	July 20, 2010	To prepare an addendum to ESA's original NBWRA EIR for the Novato North Service Area State Revolving Fund loan application.	\$20,000	\$20,000
<b>Change Order No.</b>				
1	December 7, 2010	To perform additional CEQA and permit related tasks for both the North and South Service Area Recycled Water	\$35,000	\$55,000
2	July 23, 2011	To perform optional So. Service Area permitting tasks not originally authorized by CO #1	\$35,000	\$90,000
3	December 20, 2011	Additional environmental analysis for the revised Reservoir Hill Tank water inlet pipeline alignment and tank overflow line.	\$20,000	\$110,000
4	August 7, 2012	Recycled Water South Construction Monitoring Costs, Phases 1a, 1b and 2.	\$38,900	\$148,900
5	January 15, 2013	To perform post construction mitigation monitoring for Ph 1a and misc. support for PH 1b and on-site retrofit work.	\$36,600	\$185,500
6	January 7, 2014	Biological monitoring for AEEP/MSN B3 advance tree removal.	\$30,000	\$215,500
7	(NEW)	Expanded biological monitoring for AEEP/MSN B3 advance tree removal.	\$ 8,000	\$223,500
<b>TOTAL</b>				<b>\$223,500</b>

**RECOMMENDATION**

The Board authorize the General Manager to execute Change Order No. 7 for expanded biological monitoring services for the AEEP/MSN B3 Tree Removal project in the amount of \$8,000.

10

## MEMORANDUM

To: Board of Directors  
From: David L. Bentley, Auditor-Controller  
Subj: Rate Increase Letter to West Marin Water and Oceana Marin Sewer Customers  
t:\aclword\budget\wm\15\2014 prop 218 ltr cover memo.docx

May 2, 2014

**RECOMMENDED ACTION:** Approve Letter to Customers

**FINANCIAL IMPACT:** \$750

California law requires that customers be notified of a water or sewer 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, June 24, 2014 at 7:30 PM at the Dance Palace in Point Reyes Station. The June 24 public hearing date requires that the notification letters be postmarked no later than May 10, 2014. The letters will be printed in-house and the marginal postage, stationary and copying cost for the 1,005 active customers will be approximately \$750.

**West Marin Water**

The rate increase proposed for West Marin Water customers will generate 5% (\$43,000 annually) in additional revenue. Consistent with the structure of the increase proposed for Novato customers, the bimonthly service charge component of the water bill is proposed to remain unchanged. The commodity rate is proposed to increase 7% effective July 1, 2014.

The percentage increase for each customer will vary based upon their individual water use. The Annual Water Cost Calculator 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. The median residential customer, assuming no change in water use, would see a 5% increase, amounting to \$2.58 per month (\$31 annually).

A drought surcharge of \$2.50 per thousand gallons is also proposed. Assuming a 25% reduction in water use, the proposed surcharge would be zero for the median residential customer, and \$25 per month for the median non-residential customer.

**Oceana Marin Sewer**

A 5% rate increase (a \$3 increase to \$68 per month) effective July 1, 2014 is proposed for Oceana Marin sewer service. The increase would generate \$8,200 annually to accumulate funds to pay for relining the wastewater settling and treatment ponds, scheduled for 2017.

The proposed letters are attached for Board review and comment. Legal counsel has reviewed the letters to assure compliance with the notification requirements of California law.

**RECOMMENDATION:**

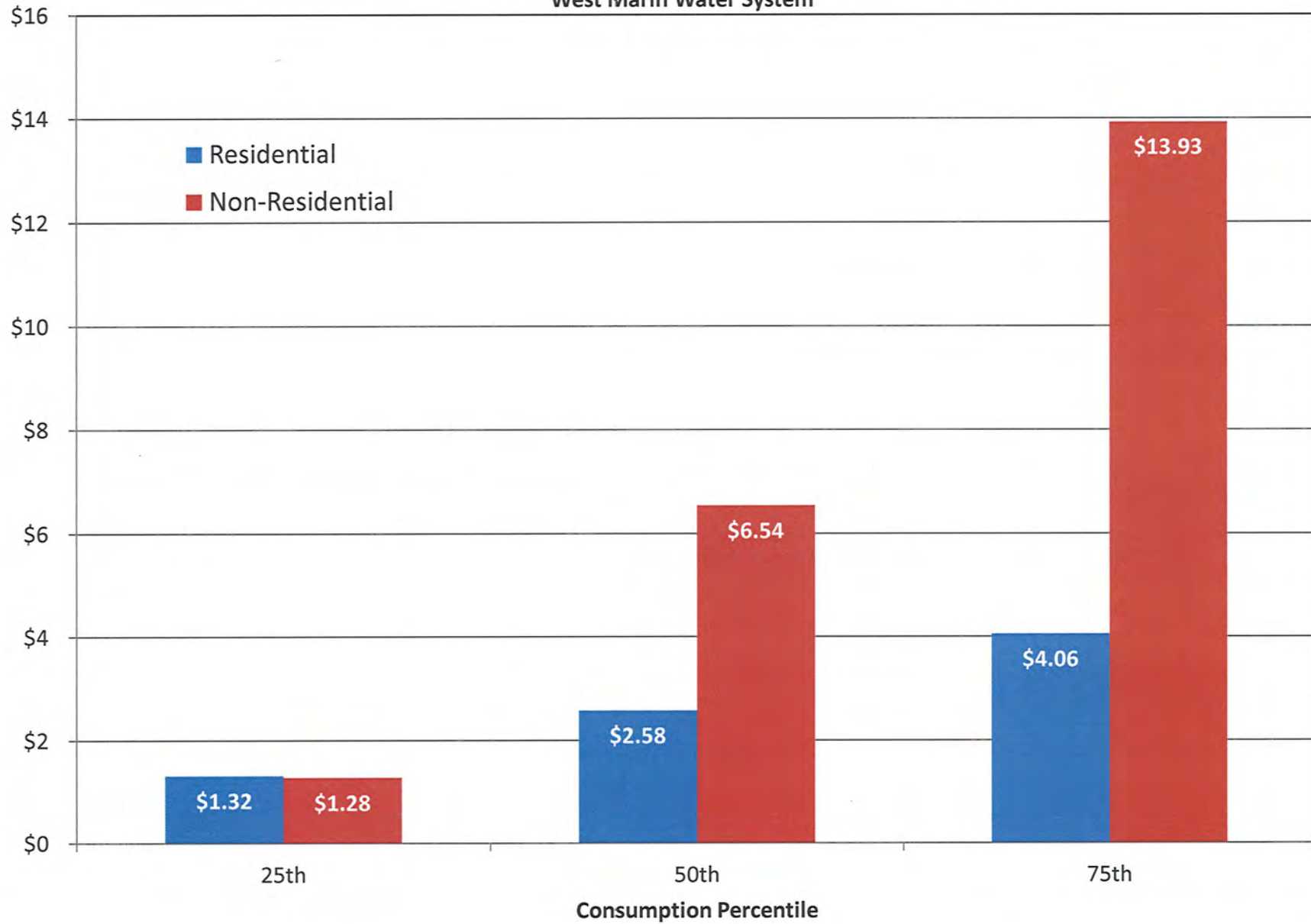
Approve mailing the rate increase letters to customers.



5/2/14

t:\ac\excel\wtr use\wm sf res 2013 use by billing period.xlsx\chart data

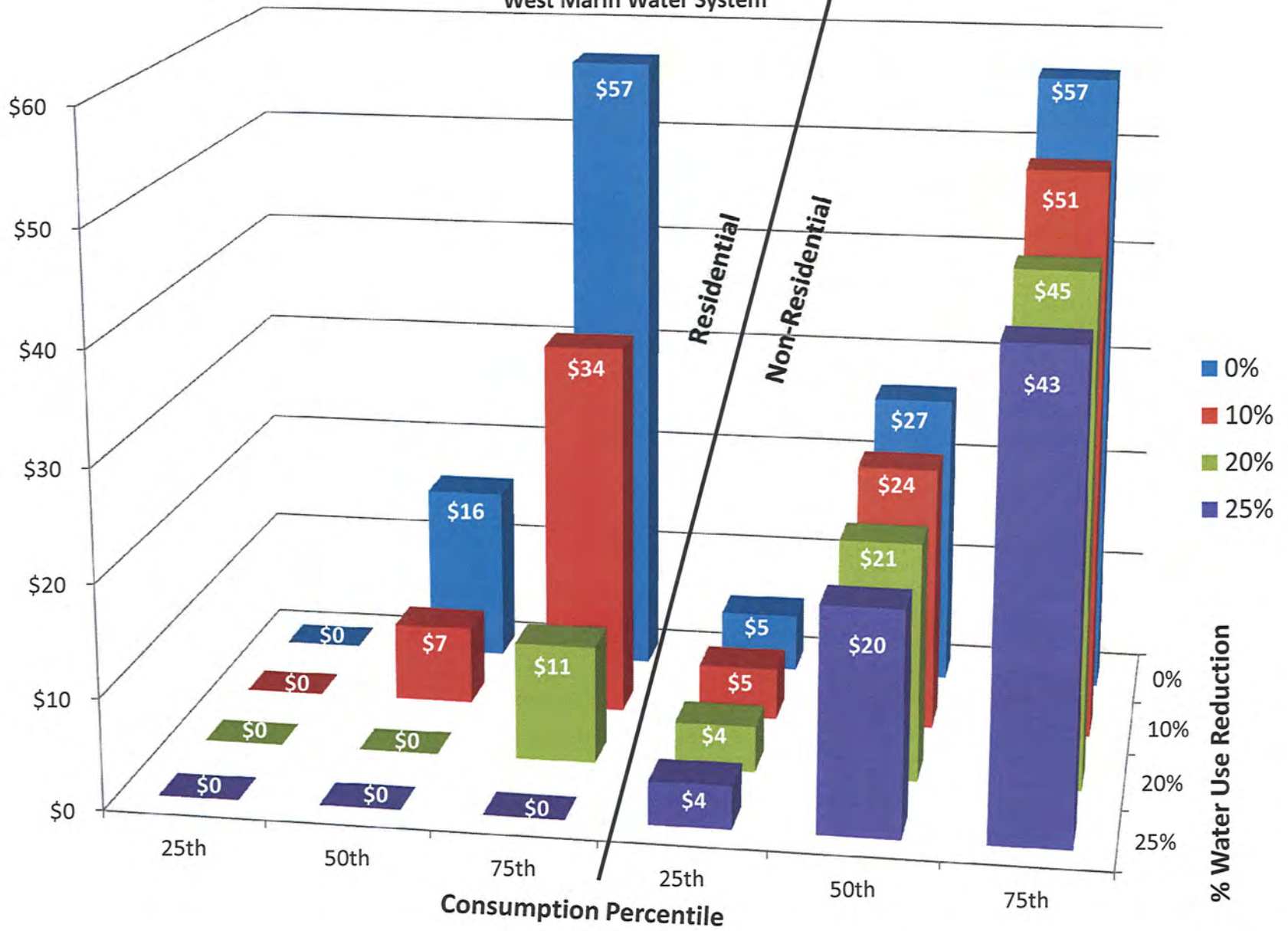
### Monthly Impact of Proposed Across-the-Board Increase West Marin Water System





### Monthly Impact of Proposed Drought Surcharge West Marin Water System

t:\ac\excel\wtr use\wrm sf res 2013 use by billing period.xlsx\chart data



**DRAFT**

May 9, 2014

**RE: Notice of Proposed Water Cost Increase – West Marin Service Area**

Dear Customer:

This letter is to advise you of **proposed increases to West Marin water rates and charges** that would take effect on July 1, 2014. It also provides information about a **Public Hearing scheduled on June 24, 2014**, at which time written and oral comments will be considered and a vote on the increase will be taken by the North Marin Water District Board of Directors.

**HOW MUCH ARE THE PROPOSED RATE INCREASES?**

An increase in rates and charges resulting in an average increase of 5% in the annual cost of water service is recommended.

The increase for non-residential customers (commercial, institutional and irrigation accounts) will vary based on water use and meter size. The median non-residential account would also see an average annual 5% cost increase commencing July 1, 2014.

No increase in the bimonthly service charge is proposed.

See Attachment A for a detailed description of the proposed rate increases.

**HOW WILL THE PROPOSED INCREASE AFFECT MY WATER BILL?**

The proposed increase in the commodity rate would add \$2.58 per month (\$31 annually) to the cost of water for the typical (median) single-family residential customer who consumes 59,500 gallons of water annually. Those using less than the median will see an increase less than \$31 annually, and those using more would pay more.

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

**WHY ARE RATES BEING INCREASED?**

Over the next three fiscal years \$1.25 million will be expended to complete construction of water treatment plant improvements. In addition, the District can no longer defer replacement of the 25,000 gallon redwood tank that was destroyed in the Mount Vision fire. An 82,000 gallon concrete replacement tank is estimated to cost \$500,000, and the funds to complete that project will need to be borrowed and repaid with interest.

On a positive note, earlier this year the District received welcome news that construction of the \$1.5 million pipeline from NMWD's well, located adjacent to Lagunitas Creek approximately one mile upstream from the water treatment plant on the Gallagher Ranch, will be fully funded from a California Proposition 50 grant. Water from the Gallagher Well will mitigate the salinity intrusion now experienced at the existing Point Reyes wells during high tide and low creek flow conditions.

### **PROPOSED DROUGHT SURCHARGE**

At the Water Rate Hearing the Board will consider, as a separate matter, the adoption of a Drought Surcharge to be implemented concurrent with mandatory water use restrictions. MANDATORY WATER USE RESTRICTIONS ARE ANTICIPATED FROM JULY 1 THROUGH NOVEMBER 1, 2014. The NMWD Water Shortage Contingency Plan for the West Marin Service Area includes enactment of a Drought Surcharge to mitigate both the revenue loss from reduced water sales during a drought, as well as the cost of water purchased from Marin Municipal Water District for release into Lagunitas Creek as may be needed, pursuant to the Interconnection Agreement between Marin Municipal and NMWD.

The proposed Drought Surcharge would be temporary and would be implemented concurrent with mandatory water use restrictions (July 1), and suspended when mandatory use restrictions end (November 1).

The proposal is to add a surcharge of \$2.50 per thousand gallons for all water use by non-residential customers. For residential customers, the \$2.50 per thousand gallon surcharge would apply only to the amount of water use in excess of 200 gallons per day.

During the four-month period of mandatory water use restriction, the proposed surcharge would add \$1.90 per month to the typical (median) single-family residential water bill, assuming no reduction in water use. If the typical single-family residence reduced water use by 25%, the drought surcharge would be zero. For the median non-residential customer, the proposed surcharge would add \$33 per month, or, if the non-residential customer reduced water use by 25%, the increase in cost would be \$25 per month.

### **ADDITIONAL INFORMATION**

Attachment A provides greater detail of the various rates and customer categories. We realize that no one likes to see rates increase. However, we need to be able to adequately finance West Marin operations in order to continue to provide a clean and reliable water supply.

**A public hearing before the NMWD Board of Directors to consider the proposed rate increase is scheduled for 7:30 pm, Tuesday, June 24, 2014, at the Dance Palace (503 B Street) in Point Reyes Station.**

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 adopted.

Your written protest must be received prior to the close of the June 24, 2014 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 about the North Marin Water District, including the history of the West Marin Water System, or to view the most recent Coastal Area Water Cost Comparison or the District's audited financial statement, visit NMWD's website at [www.nmwd.com](http://www.nmwd.com) or call the District Secretary at (415) 897-4133.

Sincerely,

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

Chris DeGabriele  
General Manager

Encl: as stated

t:\aclword\budget\wm\15\wm wtr increase ltr to customers 2014.docx

**West Marin Water Recent Capital Improvement Projects – Status Report**

<u>Project</u>	<u>Expenditures thru 3/31/14</u>	<u>Status</u>
1 Replace PRE Tank #3 - 25,000 gal.....	\$91,759	Complete
2 Install 3 Standby Booster Pumps & Controls @ PRE.....	159,990	Complete
3 Bear Valley Pump Station Upgrade.....	88,132	Complete
4 Replace Pt. Reyes 100,000 gal tank w/180,000 gal.....	399,707	Complete
5 Replace Olema 80,000 gal tank w/150,000 gal.....	561,742	Complete
6 Install Parallel 8" Main on Hwy 1.....	180,000	Complete
7 Upgrade Inverness Park PS w/2 150 gpm pumps.....	157,888	Complete
8 Install Pressure Reducing Valve @ Inverness Park PS.....	13,046	Complete
9 Replace 30,000 gal Inverness Park Bolted Steel Tank.....	164,262	Complete
10 Point Reyes Well Replacement.....	262,968	Complete
11 Tank Seismic Upgrades.....	115,531	In Progress
12 Replace PRE Tank #4A - 82,000 gallon.....	22,328	In Progress
13 Water Treatment Plant Enhancements.....	189,727	In Progress
14 Gallagher Pipeline & Stream Gauge.....	<u>201,952</u>	In Progress
	<u>\$2,609,032</u>	

**PROPOSED**

**West Marin Water System Rate Changes**

EFFECTIVE JULY 1, 2014

	<u>Existing</u>	<u>Proposed</u>	<u>% Increase</u>
<b>BIMONTHLY MINIMUM SERVICE CHARGE</b>			
For 5/8 x 3/4-inch meter.....	\$30.00	\$30.00	0%
For 1-inch residential meter for fire service.....	\$34.00	\$34.00	0%
For 1-inch meter.....	\$60.00	\$60.00	0%
For all meters in Paradise Ranch Estates.....	\$46.00	\$46.00	0%
<b>QUANTITY CHARGE</b>			
<b><u>Residential Rate Per Dwelling Unit</u></b>			
First 400 gallons per day.....	\$6.68	\$7.15	7%
From 401 to 900 gallons per day.....	\$9.25	\$9.90	7%
From 901+ gallons per day.....	\$14.84	\$15.88	7%
<b><u>Commercial, Institutional &amp; Irrigation Rate</u></b>			
November 1 through May 31.....	\$6.75	\$7.22	7%
June 1 through October 31.....	\$9.34	\$9.99	7%
<b>PLUS A HYDRAULIC ZONE CHARGE/1,000 GAL</b>			
<u>Zone</u>			
1 Point Reyes Station.....	\$0.00	\$0.00	0%
2 Bear Valley, Silver Hills, Inverness Park & Lower Paradise Ranch Estates (Elevation 0' - 365').....	\$0.18	\$0.19	7%
3 Olema.....	\$0.66	\$0.71	7%
4 Upper Paradise Ranch Estates (Elevation 365'+).....	\$4.46	\$4.77	7%
Additional Commodity Rate for Consumers Outside the Improvement District Boundary.....	\$2.67	\$2.86	7%

**ATTACHMENT A**



DRAFT

May 9, 2014

**RE: Notice of Proposed Oceana Marin Sewer Service Cost Increase**

Dear Customer:

This letter is to advise you of a **proposed increase to the Oceana Marin sewer service charge** that would take effect on July 1, 2014. It also provides information about a **Public Hearing scheduled on June 24, 2014**, at which time written and oral comments will be considered and a vote on the increase will be taken by the North Marin Water District Board of Directors.

**How much is the proposed rate increase?**

Current Oceana Marin sewer service charges are \$65/month (\$780/year). A **5% increase** is proposed equaling \$3/month (\$36/year).

**How will the proposed increase affect my sewer bill?**

Oceana Marin sewer service charges are collected on the Marin County property tax bill, which is rendered annually for the fiscal year period July 1 through June 30. The proposed sewer service charge increase would add \$3 per month to the cost of sewer service for all customers in Oceana Marin, resulting in a total annual charge for the 2014/15 fiscal year of \$816 (\$68 per month for July 2014 through June 2015).

**Why are rates being increased?**

If approved, the proposed increase would be the third increase in the Oceana Marin sewer service charge since 2004. On March 31, 2014, Oceana Marin's cash reserve balance stood at \$228,000. Last year the District relined 3,100 feet of aging cross-country pipeline at a cost of \$230,000. The next major improvement project, budgeted for 2017, is cleaning and lining the settling and treatment ponds, projected to cost \$350,000. The proposed rate increase is needed to help pay for the Pond Lining project. If enacted, the rate increase would generate \$8,200 of additional revenue annually. However, this 5% rate increase by itself will not provide enough cash to construct the Pond Lining project in 2017. Additional rate increases will be necessary in future years.

As an informational note, the District's contract with a private company to provide operation and maintenance of the Oceana Marin sewer system was discontinued last month. North Marin Water District staff will again assume responsibility for the day to day operation of the facilities, which we believe will better serve the needs of the community.

## Public Hearing

**A public hearing before the NMWD Board of Directors to consider the proposed sewer service charge increase is scheduled for 7:30 pm, Tuesday, June 24, 2014, at the Dance Palace (503 B Street) in Point Reyes Station.**

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 the proposed increase will not be imposed.

Your written protest must be received prior to the close of the June 24, 2014 public hearing. Written protests must be signed by the property owner and must include a description of the parcel (parcel number or service address). Send or deliver written protests to:

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

For more information about the North Marin Water District, including a history of the Oceana Marin Sewer System, or to view the most recent Coastal Area Sewer Cost Comparison or the District's audited financial statement, visit NMWD's website at [www.nmwd.com](http://www.nmwd.com) or call the District Secretary at (415) 897-4133.

Sincerely,



Chris DeGabriele  
General Manager



11

MEMORANDUM

To: Board of Directors

May 2, 2014

From: Ryan Grisso, Water Conservation Coordinator *RG*

Subject: Rising Sun Energy Center Water Use Survey Agreement  
W:\Memos to Board\CYES Agreement 041714.doc

**RECOMMENDED ACTION:** Authorize General Manager to Execute Amendment

**FINANCIAL IMPACT:** \$8,000 from the FY 20014/2015 and FY 2015/2016 Water Conservation Budget

The District has participated with Rising Sun Energy Center (RSEC), to implement the California Youth Energy Services (CYES) "Green House Call" program in Novato for the past seven years. The Green House Call Program includes the installation of energy and water saving fixtures and conservation education and is mostly funded by Pacific Gas and Electric through the Marin Energy Watch Partnership. The water portion of the Green House Call Program specifically includes installation of showerheads and sink aerators plus toilet gallons per flush determination and toilet leak detection. The District provides the fixtures needed for installation and provides leak detection tablets and District staff assists in CYES training as necessary. This partnership helps to increase participation in our residential water use surveys as required by the California Urban Water Conservation Council Memorandum of Understanding and gives the District an opportunity to partner with energy conservation efforts. To date, the CYES has performed 1,022 "Green House Calls" in the District service area. This summer, the CYES program is planning to open an office in Novato to better target of the District's service area, which could also include West Marin customers if there was enough demand. An agreement between the District and RSEC, to run the CYES "Green House Call" program has been drafted to authorize 225 "Green House Calls" to be conducted through the end of calendar year 2015 (Attachment 1). The proposed agreement is consistent with prior agreement executed with RSEC in 2011.

Recommendation

Authorize the General Manager to execute the agreement for an amount not to exceed \$8,000, with RSEC, to fund the water portion of the CYES "Green House Call" program through calendar year 2015.

## DRAFT AGREEMENT FOR CONSULTING SERVICES

The following is an agreement between **North Marin Water District**, hereinafter "**NMWD**", and **Rising Sun Energy Center**, hereinafter, "**Consultant**".

**WHEREAS**, Consultant is a duly qualified consulting firm, experienced in residential water use surveys.

**WHEREAS**, in the judgement of the Board of Directors of the NMWD, it is necessary and desirable to employ the services of the Consultant for implementation of the residential water use survey partnership 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 Rising Sun Energy Center's California Youth Energy Services North Marin Water District Statement of Work proposal in Attachment A of this agreement.
- b. The project schedule for completion in Attachment A of this agreement shall not exceed \$8,000 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 June 30, 2016, 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: Ryan Grisso

Consultant:  
Rising Sun Energy Center  
1900 Addison St., Suite 100  
Berkeley, CA 94704  
Attention: Alison Freeman, Executive Director

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.

**NORTH MARIN WATER DISTRICT  
"NMWD"**

Dated: \_\_\_\_\_

\_\_\_\_\_  
Chris DeGabriele, General Manager

**RISING SUN ENERGY CENTER  
"CONSULTANT"**

Dated: \_\_\_\_\_

\_\_\_\_\_  
Alison Freeman



## ATTACHMENT A

### CALIFORNIA YOUTH ENERGY SERVICES 2014-2015

#### SCOPE OF WORK

The purpose of the Scope of Work is to outline the planning, coordination, and implementation of a California Youth Energy Services (CYES) program within the North Marin Water District (District's) service area.

Rising Sun Energy Center (Rising Sun) is fully responsible for all services in this Scope of Work that are designated to be performed by CYES, and will use all reasonable effort to meet the requirements herein.

#### SCOPE OF WORK

Rising Sun Energy Center (Rising Sun) is a Bay Area nonprofit workforce development organization established in 1994. Since 2000, Rising Sun has promoted local resource conservation via a young adult employment program, California Youth Energy Services (CYES). As the residential program arm of the East Bay Energy Watch partnership, the CYES program trains and employs young adults ages 15-22 to provide energy and water conservation assessments and installations to local residents at no cost to the customer. This service, called a Green House Call, is offered to both homeowners and renters, and checks homes for efficiency, installs equipment, and provides personalized recommendations for further savings.

Rising Sun operates the CYES program by setting up satellite CYES site offices in partner cities. Youth Energy Specialists are hired locally from the partner city/region and serve the local community. The average total cost of running of a CYES satellite office is approximately \$120,000 per site. This cost includes youth salaries, manager salaries, site set-up and breakdown, outreach and marketing, equipment and materials, transportation, planning, coordination, and all overhead costs. A sample budget breakdown is outlined in Table A below.

*Table A: CYES Site Budget Breakdown*

<b>CYES CITY BUDGET - TEMPLATE</b>	<b>Total</b>
<b>Permanent Salaries</b>	<b>\$ 39,445.00</b>
<b>Youth Energy Specialist Salaries</b>	<b>\$ 14,896.00</b>
<b>Manager Salaries</b>	<b>\$ 12,900.00</b>
<b>LIFT Salary</b>	<b>\$ 2,916.00</b>
<b>Operating Expenses</b>	<b>\$ 19,403.00</b>
<b>Materials and Equipment</b>	<b>\$ 8,256.00</b>
<b>Administrative and Indirect Expenses</b>	<b>\$ 24,454.00</b>
<b>TOTAL</b>	<b>\$ 122,270.00</b>

California Youth Energy Services promotes water conservation in the District's service area by providing and installing hardware that directly helps residents save water, educating residents about water conservation and water consumption habits, and informing residents about other water conservation programs and rebates. In addition, Energy Specialists conduct a water survey in each home.

Rising Sun will run and manage a California Youth Energy Service program in the District's service area during the 2014 summer season, with two site offices operating in Marin for the summer, including a site located in Novato. Both multifamily and single-family properties will be served.

### **Period of Performance**

This contract runs from July 1, 2014 through June 30, 2016.

Planning activities for CYES begin in February 2014. Work will be carried out in three phases: Design and Planning, Training and Implementation, and Closing and Reporting.

### **Location of Work**

The California Youth Energy Services program will provide, at no cost to residents, conservation hardware installation and education to targeted residences in the District's service area. Youth Energy Specialists will be based out of two site offices located within Marin County, and will perform field work in local residents' homes.

### **Activities Description and Coordination**

While in each home, CYES youth Energy Specialists will be responsible for installing water conservation hardware, gathering data, and disseminating information to residents. CYES will gather information, digitize the data, and send data to the District at the conclusion of both the summer and fall programs. CYES will keep electronic and hard-copy backup of the survey forms, which will be furnished to the District upon request.

Rising Sun staff will coordinate and supervise CYES program activities.

- *Site Managers and Outreach Managers:* are hired and trained by Rising Sun. Managers are trained on all elements of the CYES program, so that each office site can be run autonomously. The CYES Area Directors, permanent Rising Sun staff, oversee all managers and office sites, and compile their data for reporting.
- *Youth Energy Specialists:* are hired and trained by Rising Sun. Prior to hiring, all applicants are screened for their ability to act professionally and responsibly. Once hired, youth staff always work in pairs when providing direct-install services, and an adult over the age of 18 is in the home at all times. They check into the office before a scheduled house visit and collect all materials, educational information, and paperwork necessary for the visit. At the end of the workday, they return to the office to input information into the CYES database and check in with their managers.

- *Transportation:* Youth Energy Specialists use a variety of transportation methods to reach their scheduled appointments. CYES will be responsible for making certain that all safety procedures are followed. Youth are transported to and from appointments in an automobile by a youth driver who has provided proof of insurance, a copy of their driver's license, and a record of a clean driving history.
- *Supervision:* All youth Energy Specialists receive several ride-alongs with their managers during the duration of the program. In addition, CYES Managers conduct drop-in visits and customer follow-up calls throughout the program. CYES management are on-call to Energy Specialists at all times during appointment times. The District may also elect to participate in a ride-along for quality assurance purposes.

## **WORK SCHEDULE**

### **Program Design and Planning: February - May**

Upon finalizing the contract, Rising Sun will begin program planning and design. Rising Sun will also launch its community marketing and outreach campaign to generate a waitlist of residents for the summer. In order to meet outreach and recruitment goals, a contract should be in place no later than April 1, 2014. Rising Sun will also conduct a youth and manager recruitment campaign in the spring, as well as site office setup. Rising Sun will set up the Marin site offices in late May and early June. Program design and planning includes:

- Marketing and outreach to community renters and homeowners
- Youth recruitment and hiring
- LIFT recruitment and hiring
- Manager recruitment and hiring
- Inventorying and purchasing of tools, equipment, and materials
- Preparation of outreach and audit forms
- Site set-up (IT, etc.) and distribution of tools, equipment, and materials

### **Program Training and Implementation: June - August**

CYES program implementation begins with training. Rising Sun will conduct week-long Manager and LIFT trainings, followed by a week-long youth training. Youth Energy Specialists will conduct field work for six weeks following training. Program training and implementation includes:

- Manager Training (one-and-a-half-week training)
- Youth Training (one-week training)
- LIFT Training (one-week training, plus two-day orientation)
- Program Implementation (six weeks of field work/Green House Calls)

### **Program Close and Reporting: August – November**

The reporting process begins in late August, after all CYES sites have been properly closed down, and continues through November. Due to the large amount of data collected across CYES

cities, the data analysis and translation process takes 2-3 months to complete. Final reports will be distributed to partner cities no later than November 15. Program close and reporting includes:

- Site breakdown and closeout
- Data analysis and translation
- Create water district reports and invoices
- Distribution of all reports

## **DELIVERABLES AND OUTCOMES**

### **Youth Staff Services – Water Conservation**

CYES youth Energy Specialists will provide residents in the District's service area with water conservation audits and retrofits. CYES youth Energy Specialists will be responsible for installing water conservation hardware, collecting audit data, and disseminating information to residents. CYES conservation audits will include the following components:

- Water bill account number and name
- Water meter reading
- Water pressure (PSI) measurement at outside hose bib
- Gallon per minute (GPM) flow rate tests on all feasible shower, kitchen, and bathroom fixtures
- Install efficient-flow showerheads, if appropriate
- Install efficient-flow kitchen aerators, if appropriate
- Install efficient-flow bathroom aerators, if appropriate
- Test or assess for toilet flapper and overflow leaks
- Record if toilet water level is within ½ inch of the top of overflow tube
- Determine toilet flush volume or date for each toilet (GPF)
  - If a date stamp or other markings which indicate the flush volume cannot be located, then determine flush volume by measuring and recording the water depth, height, width in the tank and converting to gallons
- Track number of high efficiency toilets (HET) found
- Collect irrigation and landscape information data, such as: the square footage of the irrigated area, % of lawn, and whether residents have and know how to adjust an automatic irrigation system

### **Data Collection**

All field data will be collected using the CYES Green House Call form. All pertinent water information on the Green House Call form will be digitized and sent electronically to the District. CYES will keep electronic and hard-copy backup of the survey forms, which will be furnished to the District upon request.

### **Reporting**

Rising Sun Energy Center will provide a report that includes a summary and itemization of services performed, including names and addresses of all households served and quantities of services provided. The reports will include the raw data, including year built and housing type (single-family or multi-family), in addition to a summary page with the following components:

- Total number of each measure installed
- Average GPM rate for each fixture type
- Total GPMs saved
- Average GPMs saved for each fixture type
- Toilet leak and flush volume data
- Summary of irrigation data
- Summary report of data collected from NMWD customers on the customer follow-up surveys. The report will include the summary data for each survey question and comments collected on the surveys.

### **Community Benefits**

The California Youth Energy Services benefits community residents, youth and young adults, and the District simultaneously. Residents receive free materials from the District and services that reduce their water consumption and utility bills. Youth receive hands-on training and work experience. These young people learn technical skills, customer service, and professional skills. Communities are strengthened by the constructive youth-adult interaction of teens educating and providing valuable services to residents. The program also increases the visibility of the District's water conservation services.

### **PAYMENT SCHEDULE**

The following agreed-upon contributions by the District are necessary for the implementation and execution of the outlined Scope of Work. The total District contribution for the program during 2014 and 2015 will not exceed \$4,400 each year, to serve up to 200 units per year.

- The District agrees to pay for and furnish to Rising Sun Energy Center conservation hardware for installation, including: showerheads, kitchen aerators, bathroom aerators, water flow bags, pressure gauges, and toilet dye tablets. Additional measures may be provided if available and if the District is interested, such as toilet flappers and spray hose nozzles.
- Fee Schedule: Rising Sun Energy Center will perform the services described in this agreement and will bill the District for these services at the following rate:
  - \$22.00 per completed survey: \$16.00 of which will cover the field visit, and \$4.00 of which will cover the cost of data digitizing for electronic transmittal to the District
  - Payments must be paid in full no later than 30 days after an invoice is submitted for each survey
  - This rate of \$22.00 per completed survey includes any and all costs and expenses incurred in the process of completing this body of work, except for the cost of conservation hardware listed above to be provided by the District

- Rising Sun will submit a report and invoice for the summer program no later than October 31, 2014 and 2015.

Rising Sun Energy Center's Employer Identification Number is 77-0359133. As a 501(c)3 organization, Rising Sun Energy Center is exempt from Federal income tax.

12

MEMORANDUM

To: Board of Directors

May 2, 2014

From: Ryan Grisso, Water Conservation Coordinator *Rb*

Subject: Reimbursement Agreement with Sonoma County Water Agency for the North Marin Water District Water Conservation Program

W:\Memos to Board\2014 Water Conservation Reimbursement Agreement with SCWA.docx

**RECOMMENDED ACTION:** Board approve and authorize the General Manager to execute the Reimbursement Agreement for the North Marin Water District Water Conservation Program, with Sonoma County Water Agency.

**FINANCIAL IMPACT:** \$180,000 (Included in FY2014/15, FY2015/16 and FY2016/17 Budgets)

The Sonoma County Water Agency (Agency) has assisted North Marin Water District (District) staff in water conservation program implementation for the past year through a reimbursement agreement, primarily with administration of the Water Smart Home Survey Program. This partnership has been successful and District staff has requested continued assistance from the Agency with water conservation program implementation. Attached is an Agreement between the Agency and District authorizing District reimbursement to Agency for select water conservation programs administered for the District by the Agency (Attachment 1). District programs appropriate for Agency assistance could include, but are not limited to, the Water Smart Home Survey Program (Residential Audits), Large Landscape and Commercial Audit Program, and general water conservation assistance to District staff. \$60,000 has been identified for reimbursement to the Agency for program assistance for each of the next three fiscal years and will be funded from the FY15, FY16 and FY17 Water Conservation Budgets.

The proposed agreement is consistent with the prior similar agreement executed in 2013. The agreement can be terminated by either party upon 30 days written notice.

RECOMMENDATION

Board approve and authorize the General Manager to execute the Reimbursement Agreement for the North Marin Water District Water Conservation Program, with Sonoma County Water Agency.



**“Working Today for Water Tomorrow”**

*The Sonoma County Water Agency’s Integrated Management Policy for ISO 9001 and 14001 states that we are committed to always improving, achieving customer satisfaction, total regulatory compliance, environmental stewardship, and resource management.*

**Reimbursement Agreement for the  
North Marin Water District Water Use Efficiency Program  
Fiscal Years 2013/2014, 2014/2015, and 2015/2016**

This Agreement is between the **Sonoma County Water Agency**, a body corporate and politic of the State of California (hereinafter “Water Agency”), and **North Marin Water District** (hereinafter “NMWD”).

**RECITALS**

- A. NMWD and Water Agency share the goal of promoting increased water use efficiency in order to reduce operating costs, avoid or defer capital improvement costs associated with expansion of water supply and wastewater disposal systems, minimize associated environmental impacts, and meet the criteria and standards of state and federal regulatory agencies.
- B. The Restructured Agreement for Water Supply authorizes Water Agency to implement and fund water conservation measures that are cost-effective and will reduce water demands on Water Agency’s water transmission system.
- C. NMWD and Water Agency are signatories to the Memorandum of Understanding Regarding Urban Water Conservation in California (MOU) as governed by the California Urban Water Conservation Council.
- D. The MOU identifies water conservation Best Management Practices that achieve long-term reductions in per-capita water demand to improve supply reliability, reduce the impact of short-term water shortage conditions, and provide a more accurate basis for future water management planning efforts.
- E. NMWD and Water Agency are members of the Sonoma-Marín Saving Water Partnership whose intent is to provide regional solutions for water use efficiency.
- F. Water Agency and NMWD have cooperated to develop, implement, and fund a water conservation program and NMWD desires Water Agency’s continued assistance in developing and implementing NMWD’s water conservation measures as described in Exhibit A.
- G. NMWD is requesting services and materials from Water Agency for implementation and administration of NMWD’s water conservation program and will reimburse Water Agency for these costs.
- H. Water Agency and NMWD do mutually desire to cooperate in the implementation of NMWD’s water conservation program.

## AGREEMENT

NMWD and Water Agency agree as follows:

### 1. RECITALS

A. The above recitals are true and correct.

### 2. DEFINITIONS

A. For the purposes of this Agreement the following terms and definitions shall be used:

- 1) Measures: Components of the Program as identified in Exhibit A.
- 2) Participants: NMWD water customers who apply and are approved by NMWD to participate in individual Measures as described in Exhibit A.
- 3) Program: Collectively, the water conservation Measures described in Exhibit A and related activities Water Agency has agreed to perform that may be reimbursed by NMWD under this Agreement.
- 4) Water Agency Assistance: Water use efficiency Measures described in Exhibit A that may be implemented for NMWD by Water Agency.

### 3. COORDINATION

A. NMWD shall coordinate work with Water Agency's Representative. Contact information:

Water Agency	NMWD
Water Agency Representative: Carrie Pollard, Water Agency Principal Program Specialist, or assigned personnel	NMWD Representative: Ryan Grisso, or assigned personnel
Sonoma County Water Agency	<b>North Marin Water District</b>
404 Aviation Boulevard	999 Rush Creek Place
Santa Rosa, CA 95403-9019	Novato, CA 94945
Phone: 707-547-1968	Phone: 415-897-4133 ext 8421
Email: Carrie.Pollard@scwa.ca.gov	Email: Rgrisso@nmwd.com

### 4. NMWD'S RESPONSIBILITIES

Assist Water Agency with administration of Program as follows:

- A. Direction: Provide Water Agency Representative with requested policy and/or direction during Program.
- B. Meeting Facilities: Provide meeting facilities as necessary.
- C. Marketing Data: Provide Water Agency Representative with access to water customer billing data to be used for marketing various water conservation Measures.
- D. Applicant Review: Review the Water Agency-submitted list of applicants requesting Program rebates/incentives and approve applicant as a qualified customer to receive a rebate/incentive.
- E. Record Keeping: Maintain complete and accurate records of all transactions in compliance with generally accepted accounting principles for enterprise accounting as promulgated by

the American Institute of Certified Public Accountants and the Governmental Accounting Standards Board. Such records shall be available to Water Agency at all reasonable times for inspection and analysis.

- F. Payment: Make payment to Water Agency as specified in Paragraph 6.

## 5. WATER AGENCY'S RESPONSIBILITIES

- A. Coordination: Coordinate, document, and report on the Measures that Water Agency performs, including management, administration, budget, and follow-up of Measures described in Exhibit A and provide staff to respond to incoming conservation calls from NMWD customers, as needed.
- B. Collateral Materials: Design and produce Program brochures and applications, as applicable and approved by NMWD.
- C. Regional Programs: Administer Regional Program Measures as described in Exhibit A.
- D. Quarterly Reports: Prepare quarterly reports summarizing status of Measures completed by Water Agency and submit the report to NMWD and to Water Agency's General Manager.
- E. Record Keeping: Water Agency will maintain complete and accurate records of all Water Agency costs and transactions associated with performance of Water Agency's responsibilities under this Agreement in compliance with generally accepted accounting principles for enterprise accounting as promulgated by the American Institute of Certified Public Accountants and the Governmental Accounting Standards Board. Such records will be available to NMWD at all reasonable times for inspection and analysis.

## 6. FUNDING

- A. Payment to Water Agency:
- 1) Amount: NMWD shall pay Water Agency for services and materials authorized and incurred under this agreement. Total amount paid to Water Agency shall not exceed \$180,000. Reimbursement amount shall be determined based on current weighted labor rates, including overhead, for Water Agency representative listed in Paragraph 3.A and assigned support staff, plus actual costs of applicable materials. Funding for this Agreement is as follows:
    - a. FY 2013/2014 will be \$60,000
    - b. FY 2014/2015 will be \$60,000
    - c. FY 2015/2016 will be \$60,000
  - 2) Invoices: Water Agency shall invoice NMWD quarterly for reimbursement of expenses incurred by Water Agency for Program. Invoices submitted to NMWD by Water Agency shall include a complete cost accounting by Measure and be clearly marked with Water Agency's invoice number and "Reimbursement Agreement for the North Marin Water District, Water Use Efficiency Program Fiscal Year 2013/2014, 2014/2015, and 2015/2016, TW 13/14-130." Upon receipt, review, and approval of invoice and Quarterly Report, NMWD will pay Water Agency for Program costs as authorized herein and itemized in said invoice(s).

## 7. ADDITIONAL REQUIREMENTS

- A. Authority to Amend Agreement: Changes to the Agreement may be authorized only by written amendment to this Agreement, signed by both parties. Minor changes, which do not increase the amount paid under the Agreement, and which do not significantly change the Agreement or significantly lengthen time schedules may be executed by the Water Agency's General Manager in a form approved by County Counsel. Notwithstanding this authority, neither Water Agency nor NMWD is under any obligation to approve such amendments.
- B. No Waiver of Breach: The waiver by Water Agency of any breach of any term or promise contained in this Agreement shall not be deemed to be a waiver of such term or promise or any subsequent breach of the same or any other term or promise contained in this Agreement.
- C. Construction: To the fullest extent allowed by law, the provisions of this Agreement shall be construed and given effect in a manner that avoids any violation of statute, ordinance, regulation, or law. The parties covenant and agree that in the event that any provision of this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remainder of the provisions hereof shall remain in full force and effect and shall in no way be affected, impaired, or invalidated thereby.  

NMWD and Water Agency acknowledge that they have each contributed to the making of this Agreement and that, in the event of a dispute over the interpretation of this Agreement, the language of the Agreement will not be construed against one party in favor of the other. NMWD and Water Agency acknowledge that they have each had an adequate opportunity to consult with counsel in the negotiation and preparation of this Agreement.
- D. No Third-Party Beneficiaries: Nothing contained in this Agreement shall be construed to create and the parties do not intend to create any rights in third parties.
- E. Applicable Law and Forum: This Agreement shall be construed and interpreted according to the substantive law of California excluding the law of conflicts. Any action to enforce the terms of this Agreement or for the breach thereof shall be brought and tried in the County of Sonoma.
- F. Captions: The captions in this Agreement are solely for convenience of reference. They are not a part of this Agreement and shall have no effect on its construction or interpretation.
- G. Merger: This writing is intended both as the final expression of the Agreement between the parties hereto with respect to the included terms and as a complete and exclusive statement of the terms of the Agreement, pursuant to Code of Civil Procedure Section 1856. No modification of this Agreement shall be effective unless and until such modification is evidenced by a writing signed by both parties.
- H. Time of Essence: Time is and shall be of the essence of this Agreement and every provision hereof.

## 8. MUTUAL INDEMNIFICATION

- A. Each party shall indemnify, defend, protect, hold harmless, and release the other, its officers, agents, and employees, from and against any and all claims, loss, proceedings, damages, causes of action, liability, costs, or expense (including attorneys' fees and witness costs) arising from or in connection with, or caused by any act, omission, or negligence of

such indemnifying party or its agents, employees, contractors, subcontractors, or invitees. This indemnification obligation shall not be limited in any way by any limitation on the amount or type of damages or compensation payable to or for the indemnifying party or its agents, employees, contractors, subcontractors, or invitees under workers' compensation acts, disability benefit acts, or other employee benefit acts. This indemnity provision survives the Agreement.

**9. TERM OF AGREEMENT**

A. This Agreement shall expire on December 31, 2017, unless terminated earlier in accordance with the provisions of Article 7 (Termination).

**10. TERMINATION OF AGREEMENT**

A. This Agreement may be terminated by either party for any reason upon thirty calendar days' written notice by either party. Water Agency's right to terminate may be exercised by Water Agency's General Manager. NMWD's right to terminate may be exercised by NMWD's General Manager.

/

/

/

/

/

/

/

/

/

/

/

/

/

/

/

/

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as set forth below.

Reviewed as to funds:

By: \_\_\_\_\_  
Water Agency Division Manager -  
Administrative Services

Approved as to form:

By: \_\_\_\_\_  
County Counsel

**North Marin Water District, a public agency**

By: \_\_\_\_\_

\_\_\_\_\_  
(Please print name here)

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**Sonoma County Water Agency**

By: \_\_\_\_\_

Grant Davis  
Water Agency General Manager  
Authorized per Water Agency's Board of  
Directors Action on May 13, 2014

Date: \_\_\_\_\_

## EXHIBIT A

### Water Use Efficiency Program Summary

#### Water Agency Assistance

Water Agency will assist NMWD with program management including but not limited to eligibility verification, processing rebates, tracking participation, developing marketing/outreach materials, and scheduling program related appointments. Programs may include but are not limited to:

#### High Efficiency Toilet (HET) Rebate and/or Direct Install Program

Water Agency will assist with the implementation of a HET Rebate and/or Direct Install program including developing marketing pieces, verifying customer eligibility and scheduling appointments for customers. The HET Rebate program offers an incentive to customers to replace their inefficient toilet with a more efficient model. The Direct Install program is a program that partners with a plumber to purchase and install the toilet at no cost to the customer.

#### Landscape Equipment Rebate

Water Agency will assist NMWD with administering the Landscape Equipment rebates. Water Agency will qualify customers through the Water Smart Home Survey Program, issue the customer a rebate application, as well as discuss which equipment is eligible for the rebate.

#### Cash for Grass Rebate

Water Agency will assist NMWD with administering the Cash for Grass rebate. Water Agency will qualify customers through the Water Smart Home Survey Program, issue the customer a rebate application, as well as discuss which equipment and materials are eligible for the rebate. The Cash for Grass rebate program incentivizes customers to replace lawn with either low water use plants or synthetic turf.

#### Weather Based Irrigation Controller Rebate

Water Agency will assist NMWD in administering the weather based irrigation controller rebate which incentivizes customers to put in this type of controller to better manage their water use. Water Agency will qualify customers through the Water Smart Home Survey Program, issue the customer a rebate application, as well as discuss which equipment is eligible for the rebate.

#### High-Efficiency Clothes Washer Rebate

Water Agency will assist NMWD administer the high-efficiency clothes washer rebate which incentivizes customers to replace their washing machine with a high-efficiency clothes washer which uses less water than their current washing machine. Water Agency will qualify customers through the

Water Smart Home Survey Program, issue the customer a rebate application, as well as discuss which equipment is eligible for the rebate.

Water Smart Home Survey Program

NMWD will participate in and Water Agency will coordinate the Water Smart Home Program. Water Agency will perform a site evaluation of indoor and outdoor water-using fixtures and then provide a report with a list of water savings recommendations to the customer. Water Agency will provide NMWD with copies of the customer reports, as requested. Water Agency will send a weekly summary of bill adjustment appointments, including date of survey, address, whether the leak was fixed, if a full survey was performed and any applicable notes. This informal weekly report will also include any Cash for Grass pre-qualified customers. This table will include the date of the survey, address, the square feet eligible to be removed, the recommended rebate amount and any notes.

NMWD will provide Water Agency with water use from customers who request a Water Smart Home survey.



13

MEMORANDUM

To: Board of Directors

May 2, 2014

From: David L. Bentley, Auditor-Controller

Subj: Initial Review – FY 2014/15 Proposed Novato Operations Budget

t:\aclword\budget15\ops review 15 l.docx

**RECOMMENDED ACTION:** Information Only – Initial Review

**FINANCIAL IMPACT:** None at this time - \$32.9 Million Expenditure Plan for FY15

**Budget Summary**

The fiscal year 2014/15 (FY15) budget proposed herein projects a net “bottom line” cash deficit of \$5.1 million, of which 80% will be covered by the Bank of Marin loan reserve for the Aqueduct Energy Efficiency Project (AEEP). A rate increase of 5% is factored into the budget effective June 1, 2014. The 5% increase adds \$810,000 to budgeted revenue during FY15.

The \$5.1 million budgeted deficit compares to a FY14 budgeted cash increase of \$2.3 million and projected FY14 cash increase of \$5.3 million. Projected FY14 water sales volume of 3.0 billion gallons exceeds the 2.7BG budgeted volume, combined with slower than anticipated progress on the AEEP project, contributed to the additional FY14 cash surplus.

FY15 water sales volume is again conservatively budgeted at 2.7BG, which is appropriate given the call for a voluntary 20% water use reduction. Even at 3.0 BG, water consumption remains 15% below the pre-recession level, and is comparable with consumption from the mid-1980s through the mid-1990s.

Looking simply at operating revenue (water sales) less operating expenditures, the FY15 budget projects an net operating income of \$2.2 million, which is 15% below this year's projected net operating income, and 7% below the current year budget. Total budgeted outlay, which includes capital improvement projects, is budgeted at \$32.9 million, and is up \$10.5 million from the FY14 budget, due primarily to the \$13M budgeted for the AEEP.

**Budget Detail**

**Water Sales** - Water sales volume is budgeted at 2.7BG, which is 10% below the current fiscal year estimated actual and 15% below the 10-year average. The chart on page 6 of the budget document shows a 10-year history of billed consumption.

The proposed 5% rate increase is structured as a 6.5% increase in the commodity rate and no increase in the fixed service charge. If approved, the median residential customer would see an average monthly increase of \$2.50. The proposed rate increase would generate \$810,000 in additional revenue next fiscal year.

**Water Treatment** is budgeted to increase 5% (\$96,000) from this year's budget. Power cost is budgeted at 18¢/kWh, up 3% per kWh consistent with the Photovoltaic Power Purchase Agreement. Normal rainfall is assumed for next winter allowing the Stafford Treatment Plant to produce 750 MG (2,300 AF).

**Transmission & Distribution** is budgeted to increase 5% (\$131,000) from this year's budget. The additional man will allow increased focus on maintenance of valves, hydrants and backflow devices.

**Water Conservation** expense is budgeted to increase \$50,000 (to \$450,000) to implement new rebate programs and \$25,000 is included to implement the WaterSmart Software Home Water Report Program.

**General Administration** is budgeted to increase 10% (\$155,000) from this year's budget. The FY15 budget \$30,000 to complete the work of the Stafford Lake Taste and Odor Consultant, \$50,000 for a consultant to perform hydropneumatic tank inspections, \$14,000 for a "cyber liability" audit to review the District's internet and computer security systems in response to the growing volume of on-line payments we are receiving, and a re-budgeting of the \$100,000 Stafford Dam Emergency Action Plan and update of the 1973 Dam Failure Inundation Map included in the FY14. The District's excellent safety record, combined with normal market cycles, has enticed worker's compensation insurance providers to reduce the cost of their insurance, which, because the District is self-insured, means that the savings accruing through self-insurance are projected to fall by \$90,000 next year. This number will be adjusted when the formal proposals are received in late May.

**Staffing** - The proposed budget includes a staffing level of 51.5 full-time equivalent (FTE) employees, up 1.0 FTE (2%) from the current year budget. An additional Laborer is budgeted, to beef-up the man-hours available for system construction/maintenance activities. The proposed staffing level of 51.5 FTE is down 7.6 FTE (13%) from the level adopted in the FY08 budget.

accrued through self-insuring this coverage.

Total budgeted operating expenditures are up \$683,000 compared to the adopted FY14 budget. An analysis of the significant differences between the FY14 budget and the proposed FY15 operating budget follows, listed in decreasing order of magnitude.

<b>Component</b>	<b>Increase/ (Decrease) vs. FY14 Budget</b>	<b>FY15 % Change</b>
Labor	\$203,000	4%
Materials, Services & Supplies	185,000	6%
Purchased Water Cost	110,000	3%
Depreciation	100,000	4%
Distributed G&A & Overheads	67,000	8%
Vehicle Expense	18,000	9%
Net Increase	<u>\$683,000</u>	<u>5%</u>

This budget draft will be fine-tuned in conjunction with preparation of the West Marin Budgets, additional review of the Capital Improvement Projects budget, and with updated information regarding medical and insurance costs as they become available, and will be presented for additional review at the May 20 meeting.

Proposed  
**BUDGET**

*Initial Review*

**Novato**  
**Operating Budget**  
FISCAL YEAR  
**2014-15**

***NORTH MARIN WATER DISTRICT***

*999 RUSH CREEK PLACE, NOVATO, CA*

TABLE OF CONTENTS  
NORTH MARIN WATER DISTRICT  
PROPOSED 2014/15 OPERATING BUDGET

Budget Summary .....	1
Operating Budget Detail .....	2
 <u>Supplemental Information</u>	
Source and Use of Funds Pie Chart.....	5
Novato Water - Billed Consumption History .....	6
Novato Water - Operating Expense History .....	7
District Organizational Memberships.....	8
District Subscriptions.....	10

**NOVATO WATER**  
**BUDGET SUMMARY**  
**Fiscal Year 2014/15**

	<i>Proposed Budget 2014/15</i>	<i>Estimated Actual 2013/14</i>	<i>Adopted Budget 2013/14</i>
<b>OPERATING INCOME</b>			
1 Water Sales	\$17,187,000	\$17,752,000	\$16,498,000
2 Wheeling & Misc Service Charges	379,000	526,000	564,000
3 <b>Total Operating Income</b>	<b>\$17,566,000</b>	<b>\$18,278,000</b>	<b>\$17,062,000</b>
<b>OPERATING EXPENDITURES</b>			
4 Source of Supply	\$4,619,000	\$6,015,000	\$4,493,000
5 Pumping	367,000	344,000	334,000
6 Operations	555,000	647,000	599,000
7 Water Treatment	1,915,000	1,874,000	1,819,000
8 Transmission & Distribution	2,747,000	2,219,000	2,616,000
9 Consumer Accounting	574,000	549,000	538,000
10 Water Conservation	450,000	347,000	400,000
11 General Administration	1,643,000	1,259,000	1,488,000
12 Depreciation Expense	2,500,000	2,440,000	2,400,000
13 <b>Total Operating Expenditures</b>	<b>\$15,370,000</b>	<b>\$15,694,000</b>	<b>\$14,687,000</b>
14 <b>NET OPERATING INCOME (LOSS)</b>	<b>\$2,196,000</b>	<b>\$2,584,000</b>	<b>\$2,375,000</b>
<b>NON-OPERATING INCOME/(EXPENSE)</b>			
15 Interest Revenue	\$41,000	\$93,000	\$87,000
16 Interest Expense	(538,000)	(549,000)	(550,000)
17 Miscellaneous Revenue/(Expense)	120,000	4,000	109,000
18 <b>Total Non-Operating Income/(Expense)</b>	<b>(\$377,000)</b>	<b>(\$452,000)</b>	<b>(\$354,000)</b>
19 <b>NET INCOME/(LOSS)</b>	<b>\$1,819,000</b>	<b>\$2,132,000</b>	<b>\$2,021,000</b>
<b>OTHER SOURCES/(USES) OF CASH</b>			
20 Add Depreciation Expense	\$2,500,000	\$2,500,000	\$2,400,000
21 Connection Fees	952,000	400,000	860,000
22 Caltrans AEEP Reimbursement	8,840,000	1,110,000	2,200,000
23 MMWD AEEP Capital Contribution	245,000	480,000	0
24 Capital Equipment Expenditures	(198,000)	(205,000)	(231,000)
25 Capital Improvement Projects	(17,510,000)	(3,443,000)	(7,693,000)
26 Debt Principal Payments	(1,007,000)	(995,000)	(1,099,000)
27 Loan (To)/Repayment From RWS	0	4,755,000	4,347,000
28 Connection Fee Transfer to RWS	(737,000)	(1,394,000)	(536,000)
29 <b>Total Other Sources/(Uses)</b>	<b>(\$6,915,000)</b>	<b>\$3,208,000</b>	<b>\$248,000</b>
30 <b>CASH INCREASE/(DECREASE)</b>	<b>(\$5,096,000)</b>	<b>\$5,340,000</b>	<b>\$2,269,000</b>

## NOVATO WATER OPERATING BUDGET DETAIL

### Fiscal Year 2014/15

	Proposed Budget 14/15	Estimated Actual 13/14	Adopted Budget 13/14	Actual 12/13	Actual 11/12	Actual 10/11	Actual 09/10	Actual 08/09
<b>STATISTICS</b>								
1 Active Meters	20,550	20,500	20,550	20,492	20,490	20,464	20,438	20,416
2 Avg Commodity Rate/1,000 Gal (Net)	\$4.84	\$4.58	\$4.58	\$4.32	\$4.05	\$3.82		
3 Potable Consumption (BG)	2.70	3.00	2.70	3.02	2.82	2.79	2.87	3.29
<b>OPERATING INCOME</b>								
4 Water Sales	\$17,300,000	\$17,860,000	\$16,650,000	\$16,626,526	\$14,220,429	\$12,727,649	\$11,251,832	\$11,067,484
5 Bill Adjustments	(113,000)	(108,000)	(152,000)	(104,567)	(58,770)	(66,248)		
6 Sales to MMWD	0	165,000	0	0	0	0		351,154
7 Wheeling Charges-MMWD	120,000	96,000	322,000	251,980	58,802	53,662	67,180	75,090
8 SCWA Water Conservation Reimb	0	0	0	0	0	0	21,450	0
9 Miscellaneous Service Revenue	259,000	265,000	242,000	223,619	197,752	145,787	140,796	145,663
10 <b>TOTAL OPERATING INCOME</b>	<b>\$17,566,000</b>	<b>\$18,278,000</b>	<b>\$17,062,000</b>	<b>\$16,997,558</b>	<b>\$14,418,213</b>	<b>\$12,860,850</b>	<b>\$11,481,258</b>	<b>\$11,639,391</b>
<b>OPERATING EXPENSE</b>								
<b>SOURCE OF SUPPLY</b>								
11 Supervision & Engineering	\$19,000	\$9,000	\$15,000	\$9,103	\$9,064	\$8,965	\$2,007	\$2,120
12 Operating Expense - Source	11,000	11,000	7,000	6,821	11,488	5,927	5,745	4,702
13 Maintenance/Monitoring of Dam	34,000	14,000	34,000	38,295	25,716	8,290	8,741	7,583
14 Maintenance of Lake & Intakes	21,000	12,000	16,000	14,481	10,377	8,619	8,072	7,990
15 Maintenance of Watershed	41,000	19,000	38,000	23,405	8,188	2,152	7,352	28,126
16 Water Purchased for Resale to MMWD	0	254,000	0	0	0	0	0	171,447
17 Water Quality Surveillance	13,000	16,000	13,000	12,776	16,385	12,377	13,138	8,448
18 Contract Water - SCWA	4,480,000	5,680,000	4,370,000	5,135,330	5,047,469	3,790,789	3,441,147	3,728,052
19 <b>TOTAL SOURCE OF SUPPLY</b>	<b>\$4,619,000</b>	<b>\$6,015,000</b>	<b>\$4,493,000</b>	<b>\$5,240,211</b>	<b>\$5,128,687</b>	<b>\$3,837,119</b>	<b>\$3,486,202</b>	<b>\$3,958,468</b>
<b>PUMPING</b>								
20 Operating Expense	\$3,000	\$0	\$3,000	\$0	\$0	\$641	\$8,367	\$8,567
21 Maintenance of Structures/Grounds	35,000	47,000	35,000	24,115	29,042	17,153	18,600	23,080
22 Maintenance of Pumping Equipment	72,000	32,000	72,000	35,637	50,797	17,354	10,751	8,807
23 Electric Power - Pumping	257,000	265,000	224,000	263,471	204,927	233,222	200,318	249,190
24 <b>TOTAL PUMPING</b>	<b>\$367,000</b>	<b>\$344,000</b>	<b>\$334,000</b>	<b>\$323,223</b>	<b>\$284,766</b>	<b>\$268,370</b>	<b>\$238,036</b>	<b>\$289,644</b>
<b>OPERATIONS</b>								
25 Supervision & Engineering	\$167,000	\$215,000	\$236,000	\$187,986	\$185,838	\$185,361	\$176,082	\$168,202
26 Operating Expense	221,000	260,000	191,000	264,400	255,272	191,713	212,126	235,230
27 Maintenance Expense	84,000	95,000	81,000	101,036	105,545	94,633	84,121	89,775
28 Telemetry Equipment/Controls Maint	65,000	59,000	70,000	44,349	67,936	83,047	67,051	39,201
29 Leased Line Expense	18,000	18,000	21,000	17,921	18,930	20,841	20,547	20,342
30 <b>TOTAL OPERATIONS</b>	<b>\$555,000</b>	<b>\$647,000</b>	<b>\$599,000</b>	<b>\$615,692</b>	<b>\$633,521</b>	<b>\$575,595</b>	<b>\$559,927</b>	<b>\$552,750</b>



## NOVATO WATER OPERATING BUDGET DETAIL

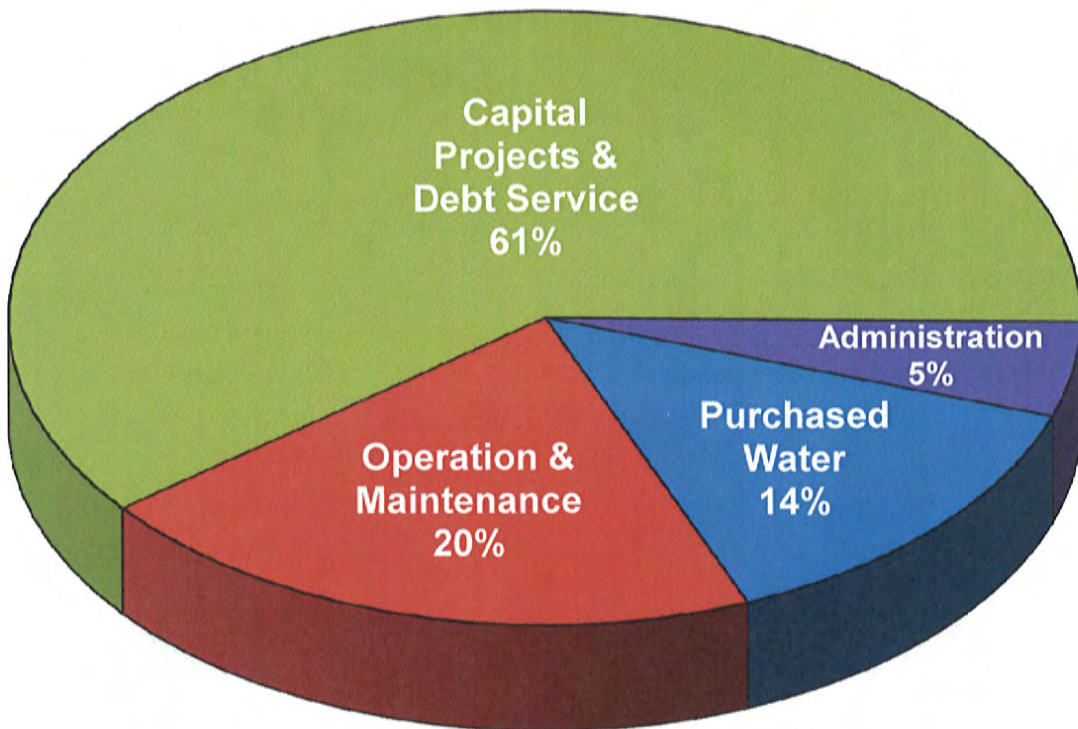
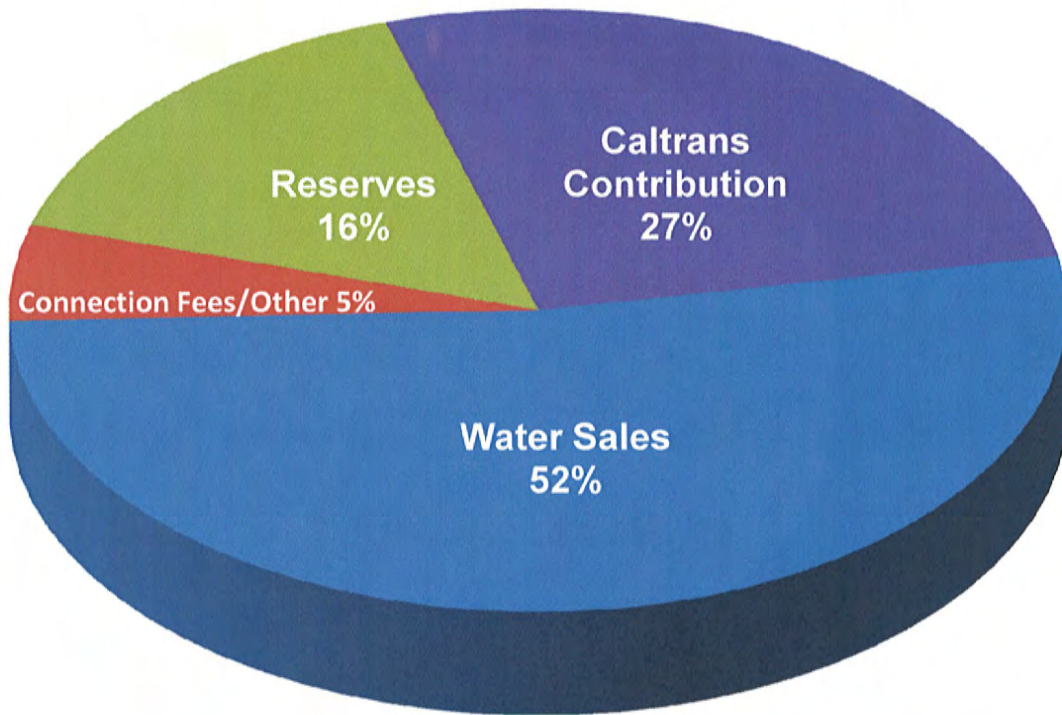
### Fiscal Year 2014/15

	Proposed Budget 14/15	Estimated Actual 13/14	Adopted Budget 13/14	Actual 12/13	Actual 11/12	Actual 10/11	Actual 09/10	Actual 08/09
<b>WATER TREATMENT</b>								
31 Supervision & Engineering	\$97,000	\$116,000	\$137,000	\$112,612	\$100,916	\$121,459	\$122,312	\$113,175
32 Operating Expense	273,000	281,000	252,000	308,301	206,957	320,882	365,305	247,309
33 Purification Chemicals	425,000	383,000	425,000	400,627	253,797	464,140	415,486	293,888
34 Sludge Disposal	87,000	71,000	90,000	103,196	100,861	84,618	69,209	40,163
35 Maintenance of Structures/Grounds	83,000	69,000	78,000	52,242	82,839	71,772	83,411	115,686
36 Purification Equipment Maintenance	132,000	157,000	122,000	137,793	136,782	105,217	157,642	204,217
37 Electric Power - Treatment	132,000	137,000	109,000	112,767	114,184	128,913	129,930	99,184
38 Laboratory Expense (net)	686,000	660,000	606,000	602,901	568,124	517,044	495,239	479,970
39 <b>TOTAL WATER TREATMENT</b>	<b>\$1,915,000</b>	<b>\$1,874,000</b>	<b>\$1,819,000</b>	<b>\$1,830,439</b>	<b>\$1,564,460</b>	<b>\$1,814,045</b>	<b>\$1,838,534</b>	<b>\$1,593,592</b>
<b>TRANSMISSION &amp; DISTRIBUTION</b>								
40 Supervision & Engineering	\$607,000	\$474,000	\$587,000	\$427,430	\$423,813	\$466,110	\$528,659	\$560,968
41 Maps & Records	128,000	70,000	125,000	106,669	96,058	74,154	98,187	74,786
42 Operation of T&D System	522,000	534,000	474,000	460,489	478,959	422,375	448,650	420,639
43 Storage Facilities Expense	145,000	118,000	134,000	87,843	140,564	158,247	164,316	149,759
44 Maintenance of Valves & Regulators	209,000	103,000	161,000	117,299	132,239	190,866	190,255	131,094
45 Maintenance of Mains	113,000	59,000	117,000	86,906	49,922	146,814	102,633	108,752
46 Backflow Prevention Program	107,000	117,000	117,000	102,338	84,714	124,121	93,754	86,630
47 Maintenance of Copper Services	195,000	122,000	201,000	175,880	190,698	164,388	199,807	211,630
48 Maintenance of PB Service Lines	442,000	438,000	448,000	483,006	443,509	347,802	263,714	250,024
49 Maintenance of Meters	132,000	97,000	144,000	93,360	135,900	146,170	143,691	148,112
50 Detector Check Assembly Maint	40,000	64,000	53,000	7,581	38,361	36,509	41,557	30,488
51 Maintenance of Hydrants	107,000	23,000	55,000	28,531	33,980	50,354	77,038	62,794
52 <b>TOTAL TRANSMISSION &amp; DISTRIB</b>	<b>\$2,747,000</b>	<b>\$2,219,000</b>	<b>\$2,616,000</b>	<b>\$2,177,332</b>	<b>\$2,248,717</b>	<b>\$2,327,910</b>	<b>\$2,352,261</b>	<b>\$2,235,676</b>
<b>CONSUMER ACCOUNTING</b>								
53 Meter Reading & Collection	\$202,000	\$183,000	\$181,000	\$180,030	\$170,589	\$142,581	\$142,956	\$140,851
54 Billing & Accounting	258,000	248,000	248,000	247,897	282,702	282,046	260,428	236,740
55 Contract Billing	19,000	18,000	19,000	18,110	18,231	18,285	18,590	18,504
56 Postage & Supplies	78,000	73,000	67,000	64,497	63,359	70,347	64,698	58,062
57 Uncollectible Accounts	18,000	18,000	23,000	23,230	26,685	32,723	35,190	28,022
58 Office Equipment Expense	15,000	24,000	15,000	8,290	8,690	9,835	5,048	14,471
59 Distributed to Other Operations	(16,000)	(15,000)	(15,000)	(13,961)	(15,726)	(15,762)	(15,694)	(15,147)
60 <b>TOTAL CONSUMER ACCOUNTING</b>	<b>\$574,000</b>	<b>\$549,000</b>	<b>\$538,000</b>	<b>\$528,093</b>	<b>\$554,530</b>	<b>\$540,055</b>	<b>\$511,216</b>	<b>\$481,503</b>

**NOVATO WATER OPERATING BUDGET DETAIL****Fiscal Year 2014/15**

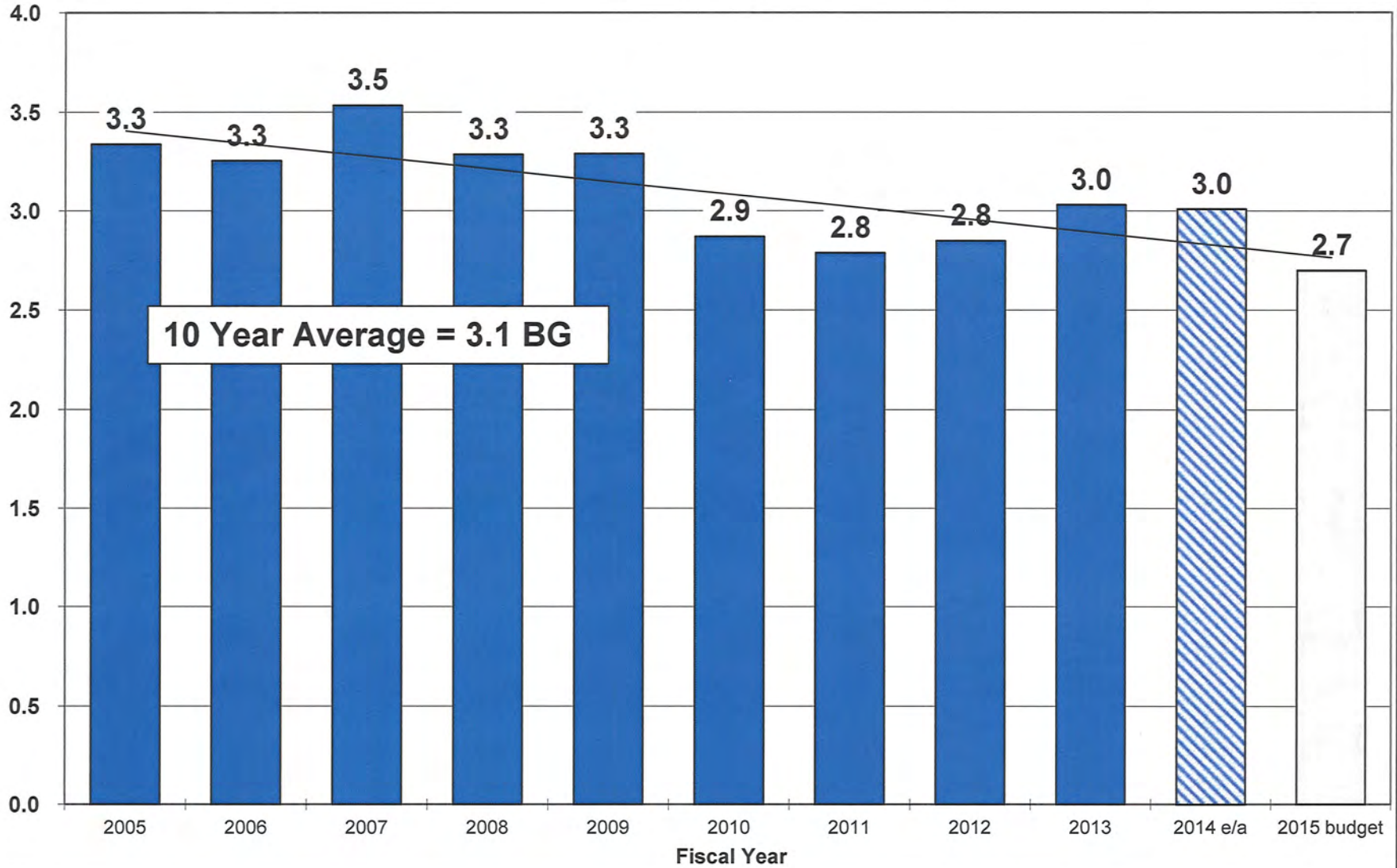
	<b>Proposed Budget 14/15</b>	<b>Estimated Actual 13/14</b>	<b>Adopted Budget 13/14</b>	<b>Actual 12/13</b>	<b>Actual 11/12</b>	<b>Actual 10/11</b>	<b>Actual 09/10</b>	<b>Actual 08/09</b>
<b>WATER CONSERVATION</b>								
61 Residential	\$342,000	\$281,000	\$298,000	\$222,637	\$213,883	\$338,093	\$438,668	\$438,588
62 Commercial	25,000	2,000	25,000	1,169	1,414	15,423	2,707	28,344
63 Public Outreach/Information	53,000	50,000	50,000	28,477	41,251	19,047	26,548	20,679
64 Large Landscape	30,000	14,000	27,000	13,966	13,780	10,337	10,695	19,649
<b>TOTAL WATER CONSERVATION</b>	<b>\$450,000</b>	<b>\$347,000</b>	<b>\$400,000</b>	<b>\$266,249</b>	<b>\$270,328</b>	<b>\$382,900</b>	<b>\$478,618</b>	<b>\$507,260</b>
<b>GENERAL &amp; ADMINISTRATION</b>								
65 Director's Expense	\$30,000	\$25,000	\$15,000	\$14,400	\$15,000	\$15,100	\$16,200	\$15,000
66 Legal Fees	12,000	21,000	11,000	10,112	7,098	8,572	59,818	9,933
67 Auditing Services	18,000	22,000	21,000	20,600	28,900	27,800	31,100	30,000
68 Human Resources	34,000	29,000	32,000	35,917	21,860	32,112	33,080	31,848
69 Consulting Services/Studies	194,000	0	100,000	53,327	34,731			
70 General Office Salaries	1,258,000	1,177,000	1,215,000	1,214,210	1,252,684	1,177,170	1,166,410	1,125,232
71 Office Supplies	52,000	52,000	57,000	37,232	22,743	38,870	47,363	56,621
72 Employee Events	12,000	9,000	10,000	6,204	5,931	4,469	11,366	3,881
73 Other Administrative Expense	17,000	13,000	18,000	18,150	17,254	17,414	20,090	21,313
74 Election Cost	0	0	73,000	0	250	0	250	0
75 Dues & Subscriptions	54,000	52,000	52,000	45,607	49,260	47,775	49,208	42,004
76 Vehicle Expense	8,000	8,000	8,000	8,112	8,118	8,112	8,112	8,112
77 Meetings, Conf & Training	177,000	127,000	171,000	112,402	97,626	101,472	114,985	112,985
78 Telephone, Water, Gas & Electricity	35,000	35,000	26,000	32,995	26,172	29,012	27,203	29,595
79 Building & Grounds Maintenance	51,000	33,000	44,000	41,194	36,438	35,902	53,907	44,268
80 Office Equipment Expense	102,000	89,000	99,000	82,349	89,291	74,325	85,550	91,052
81 Insurance Premiums & Claims	99,000	72,000	98,000	76,473	113,556	118,451	117,023	132,928
82 Retiree Medical Benefits	160,000	163,000	157,000	166,699	160,725	147,084	138,105	182,220
83 (Gain)/Loss on Overhead Charges	(175,000)	(226,000)	(265,000)	(136,354)	(297,783)	(172,628)	(214,770)	(157,888)
84 G&A Distributed to Other Operations	(118,000)	(77,000)	(92,000)	(77,443)	(101,630)	(104,515)	(100,811)	(92,969)
85 G&A Applied to Construction Projects	(377,000)	(365,000)	(362,000)	(392,205)	(327,881)	(269,439)	(153,213)	(224,590)
86 Expensed Improvement Projects	0	0	0	0	0	122,785	1,220,617	1,277,995
87 Expensed Equipment Purchases	0	0	0	0	3,383	29,993	31,266	34,204
<b>TOTAL GENERAL &amp; ADMINISTRATION</b>	<b>\$1,643,000</b>	<b>\$1,259,000</b>	<b>\$1,488,000</b>	<b>\$1,369,981</b>	<b>\$1,263,726</b>	<b>\$1,489,836</b>	<b>\$2,762,859</b>	<b>\$2,773,744</b>
88 Depreciation Expense	\$2,500,000	\$2,440,000	\$2,400,000	\$2,417,032	\$2,372,380	\$2,309,166	\$2,312,339	\$2,087,598
89 <b>TOTAL OPERATING EXPENSE</b>	<b>\$15,370,000</b>	<b>\$15,694,000</b>	<b>\$14,687,000</b>	<b>\$14,768,252</b>	<b>\$14,321,115</b>	<b>\$13,544,996</b>	<b>\$14,539,992</b>	<b>\$14,480,235</b>
90 <b>NET OPERATING INCOME/(LOSS)</b>	<b>\$2,196,000</b>	<b>\$2,584,000</b>	<b>\$2,375,000</b>	<b>\$2,229,306</b>	<b>\$97,098</b>	<b>(\$684,146)</b>	<b>(\$3,058,734)</b>	<b>(\$2,840,844)</b>

**NORTH MARIN WATER DISTRICT - NOVATO WATER  
FISCAL YEAR 2014-15  
SOURCE OF FUNDS = \$32.9 MILLION**



### Novato Water Billed Consumption 10 Year History

Billion  
Gallons

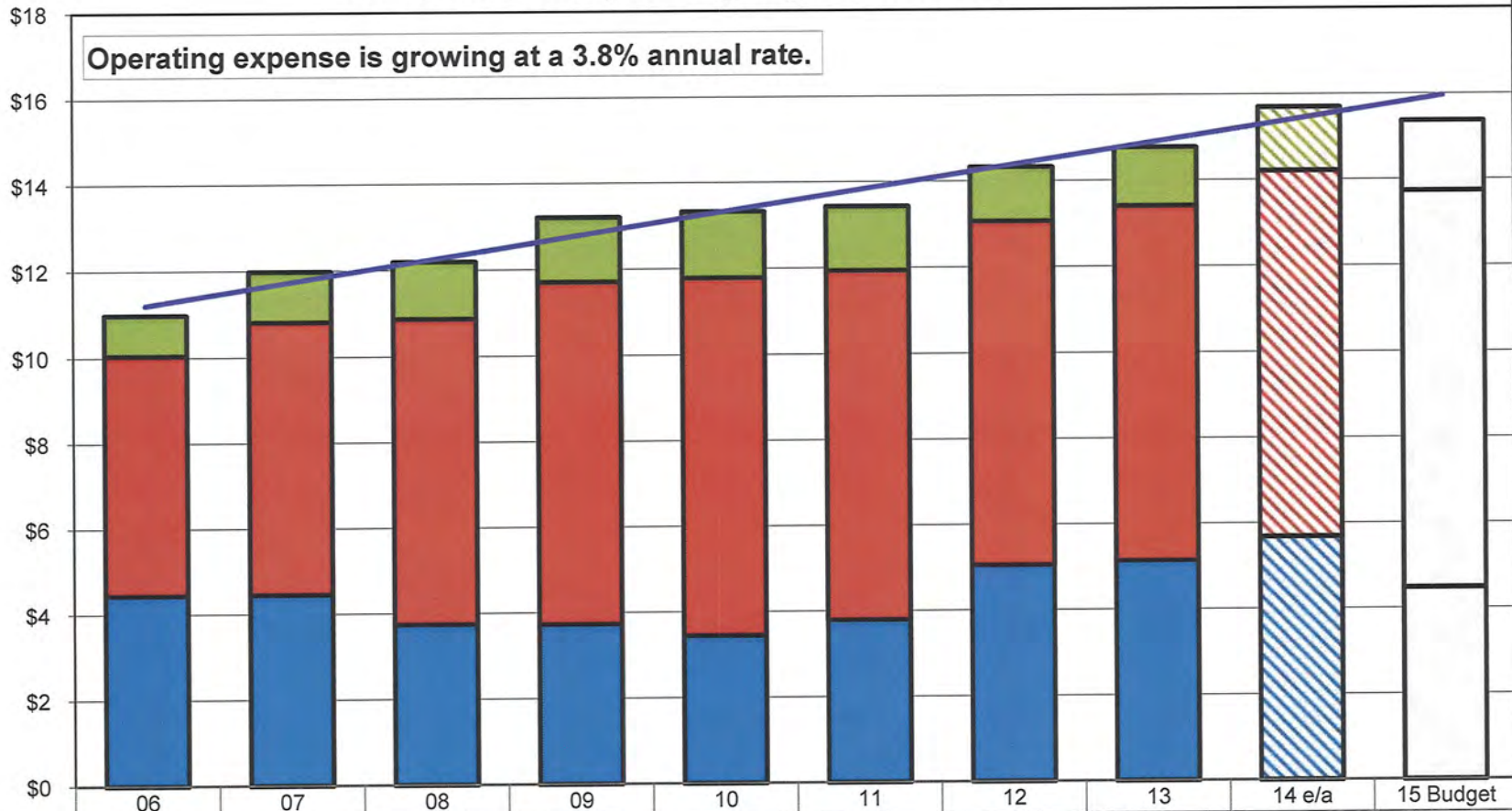




### Novato Water Operating Expense History

Million \$

Operating expense is growing at a 3.8% annual rate.



	06	07	08	09	10	11	12	13	14 e/a	15 Budget
Admin	\$0.9	\$1.2	\$1.3	\$1.5	\$1.5	\$1.5	\$1.3	\$1.4	\$1.5	\$1.6
O&M	\$5.6	\$6.4	\$7.1	\$8.0	\$8.3	\$8.1	\$8.0	\$8.3	\$8.5	\$9.2
Purch Wtr	\$4.4	\$4.5	\$3.7	\$3.7	\$3.4	\$3.8	\$5.0	\$5.1	\$5.7	\$4.5
<b>Total</b>	<b>\$11.0</b>	<b>\$12.0</b>	<b>\$12.2</b>	<b>\$13.2</b>	<b>\$13.3</b>	<b>\$13.4</b>	<b>\$14.3</b>	<b>\$14.8</b>	<b>\$15.7</b>	<b>\$15.4</b>

Fiscal Year

**North Marin Water District**  
**Memberships/Certifications**

4/30/14

t:\accountants\data\dues and subscriptions.xls\fy15 budget

Sorted by Organization & Dept

	Organization	Employee	Dept	Last Renewed	Renewal Period	Last Paid	FY15 Budget
1	ADTS Drug Testing Program	Arendell	41	12/19/13	1/14-12/14	\$780	\$800
2	Alliance for Water Efficiency	Grisso	21	6/20/13	7/8/13-7/7/14	\$214	\$220
3	American Water Works Association	DeGabriele*	10	10/31/13	1/11-12/14	\$3,575	\$3,680
4	American Water Works Association	Chandrasekera	21	6/27/13	8/13-7/14	\$238	\$250
5	Assoc of State Dam Safety Officials	McIntyre	21	10/3/13	10/13-9/14	\$49	\$50
6	Association of CA Water Agencies	DeGabriele	10	11/28/13	1/14-12/14	\$16,835	\$17,340
7	Automotive Serv Excel- T1-T-8	LeBrun	51	7/1/08	7/08-6/13	\$129	\$130
8	AWWA - Lab Analyst Certif I	Bena	61	11/29/12	4/13-4/15	\$55	\$60
9	AWWA - Lab Analyst Certif III	Lucchesi	61	1/3/13	7/13-6/15	\$55	\$60
10	AWWA - Lab Analyst Certif III	Ramudo	61	3/31/06	3/06-3/08	\$46	\$50
11	AWWA - Lab Analyst Certif III	Reischmann	61	1/24/13	10/12-10/14	\$55	\$60
12	AWWA - Lab Analyst Certif IV	Goodpaster	61	11/27/10	12/10-8/13	\$80	\$80
13	AWWA Water Conservation Practitioner	Grisso	21	12/5/12	1/13-12/14	\$70	\$70
14	Bay Area Water Works Association	Chandrasekera	21	7/5/12	1/12-12/12	\$20	\$20
15	Bay Area Water Works Association	McIntyre	21	1/30/14	1/14-12/14	\$20	\$20
16	Bay Area Water Works Association	Ramudo	61	1/11/12	1/12-12/12	\$60	\$60
17	Bayworks	Landeros	11	4/3/14	4/15/14-6/30/14	\$135	\$650
18	Board of Prof Engineers & Surveyors	DeGabriele	10	5/26/10	7/10-6/14	\$125	\$130
19	Board of Prof Engineers & Surveyors	Chandrasekera	21	8/29/12	10/12-9/14	\$115	\$120
20	Board of Prof Engineers & Surveyors	Jackson	21	2/13/14	3/14-2/16	\$116	\$120
21	Board of Prof Engineers & Surveyors	McIntyre	21	3/21/13	4/13-3/15	\$115	\$120
22	CA Urban Water Conservation Council	Grisso	21	3/6/14	1/14-12/14	\$3,139	\$3,230
23	CA Water Environment Asso	Bena	61	9/5/13	10/3/13-10/3/14	\$148	\$150
24	Contractor's State License Board	Arendell	41	3/13/14		\$675	\$700
25	Costco Wholesale Membership	DeGabriele	10	12/12/13	1/14-12/14	\$110	\$110
26	CWEA-TCP - Certification I	Bena	61	1/30/14	4/14-3/15	\$77	\$80
27	Dept of Pesticide Regulation	Stafford	31	9/5/13	1/14-12/15	\$60	\$0
28	Dept of Pesticide Regulation	Cilia	51	9/6/12	9/12-8/14	\$60	\$60
29	DHS - Distrib Op Certification I	Roberto	12	5/8/14		\$70	\$0
30	DHS - Distrib Op Certification I	Venegas	12	12/19/13	11/16-3/17	\$120	\$0
31	DHS - Distrib Op Certification I	Breit	41	1/30/14	11/17/5/17	\$70	\$0
32	DHS - Distrib Op Certification I	Castellucci	41	12/15/10	5/11-4/14	\$70	\$0
33	DHS - Distrib Op Certification I	Corda, Joe	41	3/7/13	8/13-7/15	\$70	\$0
34	DHS - Distrib Op Certification I	Kehoe, C	41	5/30/12	10/12-9/15	\$70	\$0
35	DHS - Distrib Op Certification I	Ortiz	41	4/25/13	8/13-7/16	\$70	\$70
36	DHS - Distrib Op Certification I	Reed	41	3/24/10	8/10-8/13	\$70	\$0
37	DHS - Distrib Op Certification I	Rupp	41	2/20/14	1/14-5/14	\$120	\$0
38	DHS - Distrib Op Certification I	Sjoblom	41	1/31/13	4/16-8/16	\$70	\$0
39	DHS - Distrib Op Certification I	Baccei	51	1/16/14	4/16-8/16	\$170	\$0
40	DHS - Distrib Op Certification I	Cilia	51	1/30/14	4/16-8/16	\$170	\$0
41	DHS - Distrib Op Certification II	Jennison	31	12/13/12	1/16-5/16	\$60	\$0
42	DHS - Distrib Op Certification II	Arendell	41	10/29/13	11/16-3/17	\$80	\$0
43	DHS - Distrib Op Certification II	Castellucci	41			\$0	\$0
44	DHS - Distrib Op Certification II	Corda, Joe	41			\$0	\$80
45	DHS - Distrib Op Certification II	Kane	41	2/20/14	3/17-7/17	\$80	\$0
46	DHS - Distrib Op Certification II	Kehoe, C	41	11/1/12	7/15-11/15	\$80	\$0
47	DHS - Distrib Op Certification II	Kurfirst	51	1/24/13	2/16-6/16	\$80	\$0
48	DHS - Distrib Op Certification II	Latanyshyn	51	9/21/11	10/14-2/15	\$80	\$80
49	DHS - Distrib Op Certification II	Bena	61	10/3/13	11/16-3/17	\$80	\$0

**North Marin Water District**  
**Memberships/Certifications**

4/30/14

t:\accountants\data\dues and subscriptions.xls\fy15 budget

Sorted by Organization & Dept

	Organization	Employee	Dept	Last Renewed	Renewal Period	Last Paid	FY15 Budget
50	DHS - Distrib Op Certification II	Goodpaster	61	10/17/13	12/16-4/17	\$80	\$0
51	DHS - Distrib Op Certification II	Lucchesi	61	4/25/12	6/15-10/15	\$60	\$0
52	DHS - Distrib Op Certification II	Ramudo	61	3/28/13	5/15-9/15	\$180	\$0
53	DHS - Distrib Op Certification II	Reischmann	61	4/18/12	6/15-10/15	\$60	\$0
54	DHS - Distrib Op Certification III	Garrett	31	2/27/14	4/14-8/14	\$90	\$0
55	DHS - Distrib Op Certification III	Clark	51	7/11/12	8/15-12/15	\$90	\$0
56	DHS - Distrib Op Certification III	Lemos	51	3/7/13	2/16-6/16	\$170	\$0
57	DHS - Distrib Op Certification III	Corda, Jeff	31	10/13/10	7/16-11/16	\$90	\$0
58	DHS - Distrib Op Certification II	Reed	41	2/1/12	10/14-2/15	\$80	\$60
59	DHS - Distrib Op Certification V	Stompe	31	11/15/12	11/15-3/16	\$105	\$0
60	DHS - Treatment Operator Certif II	Garrett	31	2/27/14	8/16-12/16	\$120	\$0
61	DHS - Treatment Operator Certif II	Reed	41	1/2/14	9/16-1/17	\$60	\$0
62	DHS - Treatment Operator Certif II	Clark	51	2/8/12	3/15-7/15	\$60	\$60
63	DHS - Treatment Operator Certif II	Lucchesi	61	4/10/14	10/14-2/15	\$60	\$60
64	DHS - Treatment Operator Certif II	Reischmann	61	4/17/14	5/14-9/14	\$60	\$60
65	DHS - Treatment Operator Certif III	Corda, Jeff	31	6/27/13	7/16-11/16	\$90	\$0
66	DHS - Treatment Operator Certif IV	Jennison	31	12/19/13	2/17-6/17	\$105	\$0
67	DHS - Treatment Operator Certif IV	Stafford	31	11/21/13	11/17-5/17	\$140	\$0
68	DHS - Treatment Operator Certif IV	Stompe	31	9/7/11	10/14-2/15	\$105	\$0
69	GFOA - Financial Stmt Review	Landeros	11	11/27/13	11/13-10/14	\$435	\$450
70	GFOA - Membership	Landeros	11	8/29/13	9/13-8/14	\$160	\$160
71	Irrigation Association	Grisso	21	10/31/13	1/14-12/14	\$100	\$100
72	LAFCO (Co of Marin)	DeGabriele	10	8/1/13	7/13-6/14	\$7,961	\$8,880
73	National Fire Protection Assoc	McIntyre	21	1/16/14	2/14-1/15	\$165	\$170
74	National Notary Association (Dues)	Young	11	8/29/13	9/13-8/14	\$59	\$60
75	National Notary Association (Dues)	Kehoe	21	6/15/11	9/11-9/15	\$129	\$0
76	National Notary Association (Ins)	Young	11	11/7/13	2/14-2/15	\$33	\$30
77	National Notary Association (Ins)	Kehoe	21	8/1/13	1/14-1/18	\$98	\$0
78	National Safety Council	Clark	51	7/11/13	8/13-7/14	\$395	\$410
79	Natl Assoc Corrosion Engineers	Jackson	21	6/1/11	7/11-6/12	\$130	\$130
80	Natl Assoc Corrosion Engineers	Latanyzyn	51	4/16/08	7/08-6/09	\$130	\$0
81	No American Lake Management Soc	Stompe	31	3/6/14	3/14-2/15	\$110	\$110
82	North Bay Watershed Association	DeGabriele	10	9/12/13	7/13-6/14	\$6,453	\$6,650
83	Novato Chamber of Commerce	Bentley	11	11/7/13	11/13-10/14	\$815	\$840
84	Novato Heights Property Owners	DeGabriele	10	3/27/14	1/14-12/14	\$150	\$150
85	Rotary - Novato Sunrise	McIntyre	21	8/1/13	7/13-6/14	\$178	\$180
86	Rotary - Point Reyes Station	Clark	51				\$130
87	Rotary Club of Novato	DeGabriele	10	8/8/13	7/13-6/14	\$175	\$180
88	Society for HR Management (SHRM)	Landeros	11	7/25/13	9/13-8/14	\$180	\$190
89	Soroptomist	Young	11	6/27/13	7/13-6/14	\$175	\$180
90	Special District Leadership Foundation	DeGabriele	10	1/28/09	1/09-6/16	\$50	\$0
91	Steel Structures Painting Council	McIntyre	21	7/11/13	7/13-6/14	\$95	\$100
92	SWRCB - Wastewater TP Op II	Stafford	31	11/27/13	1/14-12/16	\$230	\$0
93	Tomales Bay Watershed Council	Clark	31	2/8/12	1/12-12/12	\$1,000	\$1,000
94	Underground Service Alert	Arendell	41	8/15/13	7/13-6/14	\$884	\$910
95	Water Education Foundation	DeGabriele	10	11/27/13	1/14-12/14	\$132	\$140
96	Wine Country Water Works Assoc.	Mello	21	6/20/12	1/12-12/12	\$25	\$30
97	Wine Country Water Works Assoc.	Garrett	31	6/20/12	1/12-12/12	\$25	\$30
98	Wine Country Water Works Assoc.	Jennison	31	6/20/12	1/12-12/12	\$20	\$20

**North Marin Water District**  
**Memberships/Certifications**

4/30/14

t:\accountants\data[dues and subscriptions.xls]fy15 budget

Sorted by Organization & Dept

	Organization	Employee	Dept	Last Renewed	Renewal Period	Last Paid	FY15 Budget
99	Wine Country Water Works Assoc.	Stafford	31	6/13/13	7/13-6/14	\$45	\$50
100	Wine Country Water Works Assoc.	Arendell	41	6/13/13	7/13-6/14	\$45	\$50
101	Wine Country Water Works Assoc.	Latanyzyn	51	6/13/13	7/13-6/14	\$45	\$50
102	Wine Country Water Works Assoc.	Lemos	51	6/13/13	7/13-6/14	\$45	\$50
103	Wine Country Water Works Assoc.	Reischmann	61	12/4/12	1/13-12/13	\$25	\$30
* Membership allows GM + 4 emps - DeGabriele, Clark, Ramudo, McIntyre & Stompe are enrolled						\$51,338	\$50,350

**Periodical Subscriptions**

1	LexisNexis (Government Codes)	DeGabriele	10	1/30/14	1/14-12/14	\$849	\$870
2	Marin Independent Journal	DeGabriele	10	9/12/13	9/13-8/14	\$281	\$290
3	Marinscope (Advance)	DeGabriele	10	12/19/13	9/13-8/14	\$49	\$50
4	Point Reyes Light	DeGabriele	10	1/3/13	12/12-12/14	\$119	\$120
5	West Marin Citizen	DeGabriele	10	8/8/13	8/13-7/14	\$64	\$70
6	Journal of Accountancy	Bentley	11	7/25/13	9/13-8/14	\$69	\$70
7	Personnel Concepts (Lbr Law Posters)	Bentley	11	7/3/13	7/13-6/14	\$247	\$250
8	Engineering News Record (ENR)	McIntyre	21	3/13/14	2/14-2/15	\$87	\$90
9	The Climate Registry	Clark	51	12/19/13	1/14-12/14	\$750	\$770
10	Cal/OSHA Compliance Advisor	Clark	51	8/29/13	9/13-8/14	\$345	\$410
						\$2,860	\$2,990

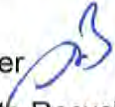
**Software Subscriptions/Maint Agreements**

1	Parkinson (Hightower/SWK)	Bentley	11	8/16/13	7/13-6/14	\$800	\$2,880
2	Parkinson (MAS90)	Bentley	11	7/11/13	7/13-6/14	\$4,371	\$4,490
3	Parkinson (Fixed Assets)	Bentley	11	7/11/13	7/13-6/14	\$662	\$1,120
4	Sage Software (HR ABRA Network)	Bentley	11	8/1/13	7/13-6/14	\$809	\$810
5	iPrism Web Filter (Trebron Co)	Bentley	11	7/25/13	7/13-6/14	\$1,316	
6	Alternative Web Filter Software	Bentley	11				\$3,750
7	CDW Govt Anti-Virus Software	Bentley	11	11/14/13	11/13-10/14	\$1,080	\$1,080
8	Verizon Reverse 911 Database	Bentley	12	monthly	Mo to Mo	\$340	\$350
9	Itron MVRS (Meter reading device hardware)	Bentley	12	2/13/14	3/1-12/14	\$1,176	\$1,460
10	Parcel Quest	McIntyre	21	7/3/13	7/13-6/14	\$754	\$780
11	DLT Solutions - AutoCAD Licenses	McIntyre	21	2/6/14	1/14-12/14	\$2,750	\$2,830
12	E&M - Wonderware - Distrib SCADA	Clark	31	3/27/14	3/14-2/15	\$7,186	\$7,400
13	Invarion (Traffic Control Plan Prog)	Arendell	41	5/16/13	6/14/13-6/14/14	\$375	\$390
14	Alldata (Fleet Maint Software)	Clark	51	4/24/14	6/7/14-6/7/15	\$1,500	\$1,550
15	KellerOnline (Safety Mgmt Website)	Clark	51	12/5/13	1/14-12/14	\$899	\$930
16	Accelerated Tech (LIMS)	Clark	61				\$6,700
						\$24,018	\$36,520
						\$78,216	\$89,860



**14**

MEMORANDUM

To: Board of Directors  
From: David L. Bentley, Auditor-Controller   
Subj: Initial Review – FY 2014/15 Novato Recycled Water System Budget  
t:\ac\word\budget\15\rw15 review 1.docx

May 2, 2014

**RECOMMENDED ACTION:** Information Only – Initial Review

**FINANCIAL IMPACT:** \$1.4 Million FY15 Expenditure Plan

The FY 2014/15 (FY15) Recycled Water System (RWS) budget projects demand of 135MG next fiscal year (see chart of historical water use attached), a increase of 5MG over the current year estimated actual, as 3 new accounts are projected to begin drawing recycled water during the coming fiscal year. Consistent with the potable water rate increase, a 6.5% commodity rate increase is proposed to be effective June 1, 2014. The proposed increase will generate \$39,000 in additional revenue annually.

Operating expenses (excluding depreciation) are budgeted to increase 7% (\$23,000) from the existing FY14 budget, as this growing system begins to shoulder its proportionate share of the District's Administrative cost. The FY15 budget projects purchase of 85MG (\$119,000) of tertiary treated water from Novato Sanitary District and 50MG (\$70,000) from Las Gallinas Valley Sanitary District at \$1,400/MG. The Deer Island Plant is not budgeted to produce water, but will continue to serve as a backup facility.

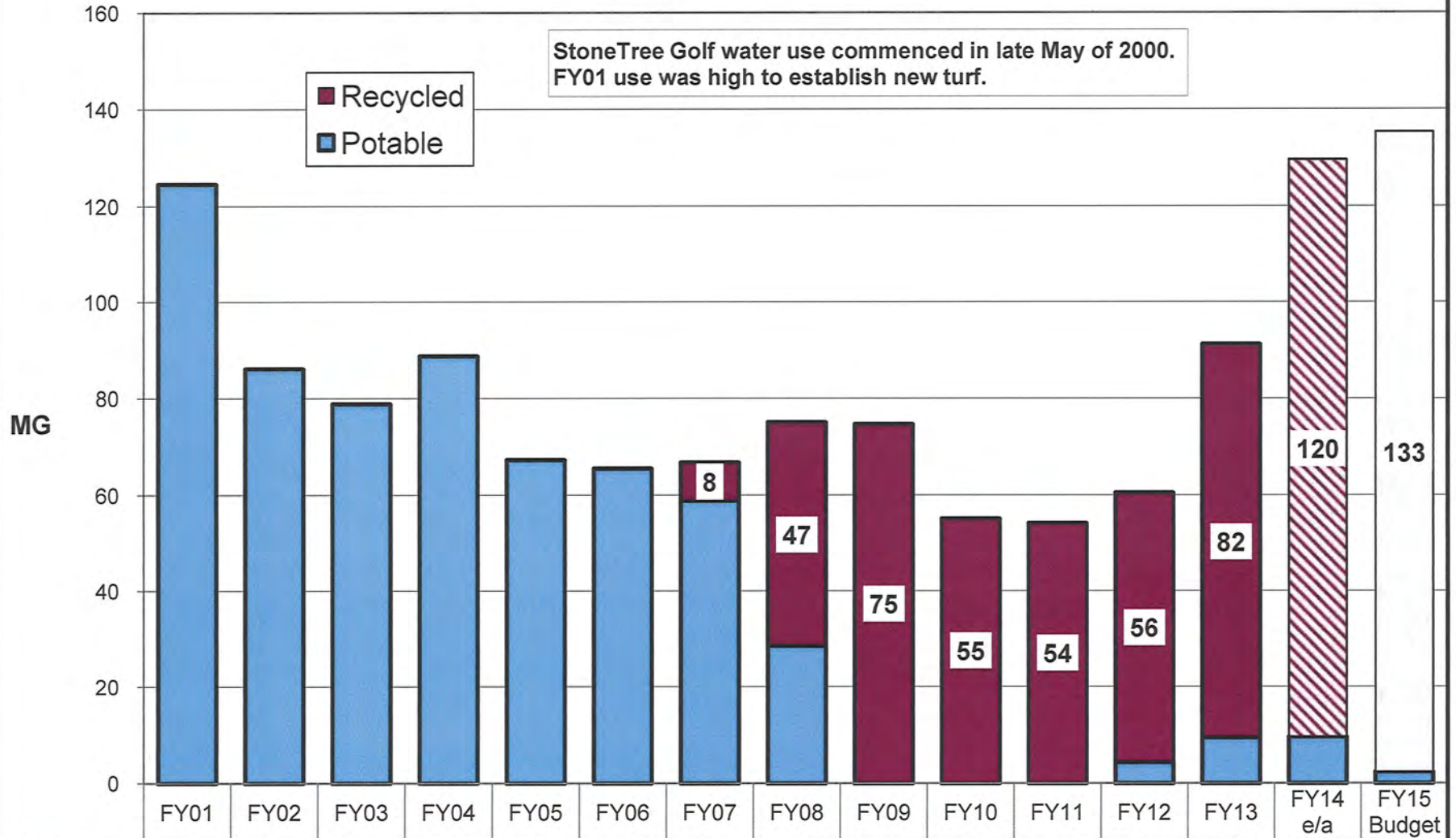
The receipt of grant and loan funds last winter allowed the RWS to fully repay the money borrowed from the Novato potable water system for the distribution system expansion. The RWS is budgeted to receive \$737,000 in Connection Fee monies from the Novato potable water system in FY15 to pay for the expansion loan debt service and to cover the \$100,000 cost of the NBWRA's grant administration. With the Connection Fee monies, the proposed budget projects a cash surplus next fiscal year of \$289,000.

As with the Novato budget, staff will continue to fine-tune the RWS budget, and return it for further review at the May 20 meeting.

**NOVATO RECYCLED WATER**  
**BUDGET SUMMARY**  
**Fiscal Year 2014/15**

	<i>Proposed Budget 2014/15</i>	<i>Estimated Actual 2013/14</i>	<i>Adopted Budget 2013/14</i>
<b>OPERATING INCOME</b>			
1	<b>\$637,000</b>	\$577,000	\$577,000
2	<b>28,000</b>	27,000	10,000
3	<b>\$665,000</b>	\$604,000	\$587,000
<b>OPERATING EXPENDITURES</b>			
4	<b>\$119,000</b>	\$91,000	\$114,000
5	<b>70,000</b>	74,000	68,000
6	<b>7,000</b>	3,000	2,000
7	<b>40,000</b>	78,000	38,000
8	<b>37,000</b>	15,000	50,000
9	<b>35,000</b>	23,000	32,000
10	<b>1,000</b>	0	0
11	<b>44,000</b>	22,000	26,000
12	<b>428,000</b>	281,000	280,000
13	<b>\$781,000</b>	\$587,000	\$610,000
14	<b>NET OPERATING INCOME (LOSS)</b>	\$17,000	(\$23,000)
<b>NON-OPERATING INCOME/(EXPENSE)</b>			
15	<b>\$2,000</b>	\$1,000	\$0
16	<b>49,000</b>	54,000	54,000
17	<b>0</b>	(25,000)	(49,000)
18	<b>(73,000)</b>	(77,000)	(73,000)
19	<b>(216,000)</b>	(136,000)	(248,000)
20	<b>(\$238,000)</b>	(\$183,000)	(\$316,000)
21	<b>NET INCOME/(LOSS)</b>	(\$166,000)	(\$339,000)
<b>OTHER SOURCES/(USES) OF FUNDS</b>			
22	<b>\$428,000</b>	\$281,000	\$280,000
23	<b>0</b>	4,468,000	4,571,000
24	<b>737,000</b>	1,394,000	536,000
25	<b>201,000</b>	197,000	197,000
26	<b>(125,000)</b>	(601,000)	(200,000)
27	<b>(200,000)</b>	(196,000)	(200,000)
28	<b>(398,000)</b>	(365,000)	(166,000)
29	<b>0</b>	(4,755,000)	(4,347,000)
30	<b>Total Other Sources/(Uses)</b>	\$423,000	\$671,000
31	<b>NET SURPLUS/(DEFICIT)</b>	\$257,000	\$332,000

### Recycled Water Use History



■ Recycled						8	47	75	55	54	56	82	120	133	
■ Potable	125	86	79	89	67	66	59	29	0	0	0	4	9	10	2

## Recycled Water 5-Year Capital Improvement Project Plan

5/1/14

t:\a\excel\budget15\5 yr cip fy15.xlsx\5 yr ip

	FY14 Budget	FY14 E/A	FY15	FY16	FY17	FY18	FY19
<b>5. RECYCLED WATER</b>							
a. NBWRA Grant Program Administration	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000
b. Expansion to South Area	\$100,000	\$500,000					
c. Expansion to Central Area (Note 1)		\$1,000		\$500,000	\$4,500,000	\$1,500,000	
d. Deer Island Wet Well Drain			\$25,000				
e. Other Recycled Water Expenditures				\$100,000	\$100,000	\$100,000	\$100,000
	<u>\$200,000</u>	<u>\$601,000</u>	<u>\$125,000</u>	<u>\$700,000</u>	<u>\$4,700,000</u>	<u>\$1,700,000</u>	<u>\$100,000</u>

Note 1 - Recycled Water Central Expansion project funded by Fed/State Grants & SRF loans with debt service paid from Novato potable water FRC funds

15

## MEMORANDUM

To: Board of Directors

May 2, 2014

From: Ryan Grisso, Water Conservation Coordinator *RG*Subject: Quarterly Progress Report - Water Conservation (July-March 2013/2014)  
\\Nmwdsvr1\water conservation\Memos to Board\Quarterly Reports\Water Conservation FY 2013\_2014 QTR 3 Summary Report.doc**RECOMMENDED ACTION:** Information**FINANCIAL IMPACT:** NoneWater Conservation:

This memo provides an update on all water conservation and public outreach activities implemented during the first three quarters of Fiscal Year 2013/2014 (FY 14). The District Water Conservation and Public Outreach Programs are operating according to the current Water Conservation Master Plan, and Urban Water Management Plan 2010. Water Conservation participation numbers for the first three quarters of the current and previous two fiscal years are summarized in Table 1 below.

**Table 1: Water Conservation Program Participation (July through March)**

Program	FY14	FY13	FY12
Water Smart Home Surveys	302	114	221
Water Smart Commercial Surveys	3	1	3
High Efficiency Toilet Rebates (Residential)	249	196	180
High Efficiency Toilet Rebates (Commercial)	1	0	2
Retrofit on Resale (Dwellings Certified)	215	242	190
High Efficiency Washing Machine Rebates	250	195	245
Cash for Grass Rebates	33 <sup>1</sup>	25	33
Water Smart Landscape Rebates	6	2	7
Smart Irrigation Controller Rebates (Residential)	2	0	2
Smart Irrigation Controller Replacement (Commercial)	14	9	1
New Development Sign-offs (Residential)	15	75	136
New Development Sign-offs (Commercial)	7	16	12
Large Landscape Audits (measured by number of meters)	0	6	0
Large Landscape Budgets (measured by number of accounts)	437	435	435

(1) Cash for Grass participants removed 18,230 square feet of turf (vs. 19,285 in FY 2013).

Water Conservation program participation has increased this year compared to the last two fiscal years, with significant gains in Water Smart Home Surveys and High Efficiency Toilet Rebates, the number of Smart Irrigation Controllers installed and High Efficiency Clothes Washers. The drought coverage including media reports and District generated newsletters along with additional public outreach has helped to increase program participation this year, especially in the 3<sup>rd</sup> quarter.

In addition, the District has given away 282 Ultra High Efficiency Toilets using 0.8 gallons per flush, through direct distribution events.

The District Prop 84 Grant (\$183,750 allocated to the District), in cooperation with the Sonoma County Water Agency (SCWA) and other Bay Area Agencies, has helped to fund HET rebates, Cash for Grass rebates, Smart Controllers, Clothes Washer rebates, and a Commercial Direct Install HET Program. The District has received reimbursement for \$47,221 to date.

Public Outreach and Conservation Marketing

In the first three quarters of FY14, the District distributed the Fall 2013 “Water Line” and the Winter 2014 “Water Line” which focused on the drought and potential water shortage. The District has made regular updates to the website and Facebook pages, focusing on the drought and the District has also worked with the Sonoma Marin Saving Water Partnership to implement the Drought 2014 Campaign (“There’s a Drought On. Turn the Water Off”).

Budget

Table 2 summarizes the first three quarter expenditures between the three fiscal years for (July-March). FY14 expenditures are much higher due to the increase in program participation and the toilet distributions along with an increase in water conservation staffing. Expenditures are expected to increase even further in the fourth quarter.


**Table 2: Water Conservation and Public Outreach Expenditures (July-March)**

	FY14	FY13	FY12
Total Budget	\$400,000	\$400,000	400,000
July-March Expenditures	\$260,193	\$184,904	197,098



16

## MEMORANDUM

To: Board of Directors  
 From: Drew McIntyre, Chief Engineer   
 Subject: Third Quarter Progress Report – Engineering Department  
R:\CHIEF ENG\MCINTYRE\BUDGETS\FY13-14 Budget\eng\_dept\_perf\_recap-3rd Qtr 13-14.doc

Date: May 2, 2014

The purpose of this memo is to provide a third quarter status report to the Board on the District's performance in completing budgeted FY13-14 Capital Improvements Projects (CIP). The following information is being provided to supplement the progress report summary provided to the Board each month.

SUMMARY

<u>Service Areas</u>	<u>Project Costs (\$)</u>		<u>% Complete @ 3/31/14</u>		<u>Earned Value (\$)</u> <u>@ 3/31/14</u>	
	Budget (\$)	Forecast (\$)	Planned	Actual	Planned	Actual
Novato Water	7,646,000	3,423,000	69	44	5,357,800	1,899,790
Novato Recycled	200,000	601,000	50	42	150,000	325,000
West Marin	585,000	415,000	62	33	380,400	240,500
TOTAL	8,431,000	4,439,000	61	40	5,888,200	2,465,290

The above table summarizes the detailed tabulation of CIPs for both Novato Water, Recycled Water, and West Marin (including Oceana Marin) systems provided in Attachment A. In summary, with the exception of Novato Recycled Water, CIP expenditures for both Novato and West Marin service areas will not exceed approved FY13-14 budget levels. For the Novato Water system, the above tabulation shows that CIP expenditures are forecast to be \$3,423,000 (45% of the approved budget, versus a forecast of 51% at this time last year). Actual performance for the Novato Water system is trailing (i.e., 44%) planned performance for project completion (i.e., 69%). For the Novato Recycled Water system, the above tabulation shows that CIP expenditures are forecast to be \$601,000 (~\$400,000 above the approved budget). Actual performance for the Novato Recycled Water system is slightly below (i.e. 42%) versus planned performance for project completion (i.e., 50%). With respect to West Marin (including Oceana Marin), year-end CIP expenditures of \$415,000 are forecast to be below (i.e., 71%) the approved FY13-14 budget value (versus a forecast of 72% at this time last year). Planned performance through the third quarter for West Marin was projected to be 62% and actual completion performance is at 33%. Overall, for the Novato Water, Novato Recycled Water and West Marin water systems, actual performance is below (i.e., 40%) planned performance (i.e., 61%).

Novato Service Area Project Costs Variances

As shown in Attachment A, none of the FY13-14 Novato Water CIPs are currently projected to exceed the original budget. A detailed milestone schedule update is provided in Attachment B. It is important to note that the FY12-13 "Carry-Over" projects: (1) Stafford Treatment Plant 18"

Transmission Line Assess/Repair, (2) Digital to Leveroni Looping, (3) DeLong to Cain Looping, (4) PB Replacement – City Measure A, Group 5, and (5) Redwood Blvd. & Olive Ave. Traffic Light represent a combined addition of \$376,000 to the current Novato CIP budget. However, due to delayed expenditures with the AEEP/MSN Project, there are sufficient funds to offset the “carry-over” project costs.

Five new projects have been added to date, County PB Replacements (19 services, 2 streets) and City PB Replacements (47 services, 9 streets), SMART Crossing Upgrade – Roblar Rd, SMART Crossing Upgrade – Hanna Ranch and Lake Water Quality Study for \$210,000 and three projects have been deferred (PB Replacement – Pacheco Valle (42), Admin Office/Lab/Yard Remodel Plan and Start Up Flushing Connection) and one project has been dropped (Lake Aeration Upgrade).

#### Novato Recycled Water Service Area Project Costs Variances

As shown in Attachment A, expenses for one of the three FY13-14 Novato Recycled Water CIPs is currently projected to be above original budget. As reported to the Board previously, actual expenses for the Recycled Water South Service Area project are above budget due to higher overall closeout costs and post construction permit monitoring. One recycled water project has been added during the second quarter, Recycled Water Central Service Area for \$1,000. This project was added to start capturing project costs for the next Recycled Water Expansion project.

#### West Marin Service Area (including Oceana Marin) Project Costs Variances

All but one of the FY13-14 West Marin CIPs are currently projected to be within the original budget. Two projects were carried over from FY13-14: Tank Seismic Upgrades and Gallagher Well Pipeline. One new project has been added, County PB Replacements (7 services, 1 street). The Treatment Plant Control Valve Replacement project has been dropped.

#### Engineering Department Labor Hours

The Engineering Department provides a multitude of functions supporting overall operation, maintenance and expansion of water facilities. The major work classifications are: (1) General Engineering, (2) Developer Projects and (3) District (i.e., CIP) Projects. Out of the approximately 14,900 engineering labor hours available annually (less Conservation), the FY13-14 labor budget for Developer Projects and District Projects is 1,480 (10% of total) and 3,698 (25% of total), respectively. A chart of actual hours expended versus budgeted hours for both Developer and District projects during FY13-14 is provided in Attachment C. At the end of the third quarter, actual engineering labor hours expended for Developer work was 41% (611 hours) versus 75% (1,110 hours) budgeted. With respect to District Projects, 3,959 engineering labor hours (107% of budget) has been expended on Capital Improvement Projects when compared against a third quarter estimate of 2,774 hours (75% of budget). The higher rate is primarily attributed to in-house work on Recycled Water South Expansion and Gallagher Well Pipeline projects.

**NOVATO SYSTEM CAPITAL IMPROVEMENT PROJECTS SUMMARY FY13-14  
AS OF MARCH 31, 2014**

STATUS <sup>1</sup>	DEPT	ITEM #	PROJECT NO.	DESCRIPTION	PROJECT COSTS		% COMPLETE		EARNED VALUE	
					Budget	Forecast	Planned	Actual	Planned	Actual
<b>1. PIPELINE REPLACEMENTS/ADDITIONS</b>										
	Eng	1	1.a.1	So. Novato Blvd - Rowland to Sunset (12"Cl@1,000')	\$100,000	\$50,000	70	20	\$70,000	\$10,000
	Eng	2	1.a.2	STP 18" Transmission Line Assess/Repair	\$0	\$25,000	10	10	\$0	\$18,000
TBC	Eng	3	1.a.3	Digital to Leveroni Looping *8"@600'	\$0	\$100,000	100	98	\$0	\$98,000
TBC	Eng	4	1.a.4	DeLong to Cain Looping (8"@400')	\$0	\$140,000	100	95	\$0	\$133,000
TBC	Eng	5	1.a.5	PB Repl - City Measure A, Group 5	\$0	\$110,000	0	95	\$0	\$104,500
TBC	Eng	6	1.a.6	Shields Ln 6" Cast Iron (6"@1,120')	\$225,000	\$225,000	77	20	\$173,250	\$45,000
	Eng	7	1.a.7	Ashley Ct 2" Thinwall Plastic (6"@200')	\$40,000	\$3,000	68	8	\$27,200	\$240
	Eng	8	1.a.8	Grant/5th 1" Galvanized Steel (6"@400')	\$100,000	\$8,000	75	8	\$75,000	\$8,000
			1.a.9	Other Pipeline Replacements	\$35,000		0	0	\$0	\$0
	Eng	9	1.b.1	Zone A Pressure Improvements	\$250,000	\$25,000	80	10	\$200,000	\$23,000
			1.c.1	PB Repl - Pacheco Valle (42) - DEFER	\$125,000	\$0	0	0	\$0	\$0
				Repl PB in Sync w/City Paving	\$135,000	\$0	0	0	\$0	\$0
C	Eng	10	1.c.3	PB Repl - Clay Ct (9)	\$33,000	\$25,000	100	100	\$33,000	\$25,000
	Eng	11	1.c.4	PB Repl - Atherton Oaks/Summit Ln (20)	\$60,000	\$2,000	75	5	\$45,000	\$2,000
			1.c.5	Other PB Replacements			0	0	\$0	\$0
TBC	Eng	12	1.c.6	County PB Repl: (19 servs, 2 streets)	\$0	\$10,000	50	50	\$0	\$5,000
TBC	Eng	13	1.c.7	City PB Repl: (47 servs, 9 streets)	\$0	\$10,000	40	40	\$0	\$4,000
			1.d.1	Other Relocations	\$80,000	\$0	0	0	\$0	\$0
C	Eng	14	1.d.2	Redwood Blvd & Olive Ave Traffic Light	\$0	\$1,000	100	100	\$0	\$0
Eng		15	1.e.1-11	AEEP - Hwy 101 Widening	\$4,600,000	\$2,000,000	75	55	\$3,450,000	\$1,100,000
				SubTotal	\$5,783,000	\$2,734,000				
<b>2. SYSTEM IMPROVEMENTS</b>										
TBC	Maint	16	2.a	RTU Upgrades	\$10,000	\$10,000	100	98	\$10,000	\$9,800
C	Eng	17	2.b	Flushing Taps at Dead Ends	\$50,000	\$22,000	100	100	\$50,000	\$22,000
C	Eng	18	2.c	DCDA Repair/Replace	\$150,000	\$100,000	100	100	\$150,000	\$100,000
	Eng	19	2.d	Anode Installations	\$30,000	\$5,000	75	20	\$22,500	\$4,000
TBC	Maint	20	2.e	Radio Telemetry	\$25,000	\$25,000	100	35	\$25,000	\$8,750
C	Eng	21	2.f	Inaccurate Meter Replacement	\$10,000	\$7,000	75	100	\$7,500	\$7,000
TBC	Maint	22	2.g	Backflow Device Upgrade - BMK (15)	\$30,000	\$30,000	83	0	\$24,900	\$0
TBC	Maint	23	2.h	Tank Access Hatch/Level Alarms (10)	\$35,000	\$35,000	67	40	\$23,450	\$14,000
				SubTotal	\$340,000	\$234,000				
<b>3. BUILDINGS, YARD, &amp; S.T.P. IMPROVEMENTS</b>										
Admin		24	3.a.1	Electronic Document Management System	\$150,000	\$0	75	0	\$112,500	\$0
Ops			3.a.2	Admin Office/Lab/Yard Remodel Plan - DEFER	\$50,000	\$0	0	0	\$0	\$0
TBC	GM	25	3.b.1	SMART Crossing Upgrade - Golden Gate PI	\$58,000	\$58,000	75	75	\$43,500	\$43,500
TBC	Eng	26	3.b.2	SMART Crossing Upgrade - Roblar Rd	\$0	\$40,000	0	0	\$0	\$0
TBC	Eng	27	3.b.3	SMART Crossing Upgrade - Hanna Ranch	\$0	\$120,000	0	0	\$0	\$0
C	Ops	28	3.c.1	Watershed Erosion Control	\$25,000	\$12,000	100	100	\$25,000	\$12,000
			3.c.2	Start Up Flushing Connection - DEFER	\$225,000	\$0	0	0	\$0	\$0
				Lake Aeration Upgrade - DROP	\$25,000	\$0	0	0	\$0	\$0
Ops		29	3.c.3	Lake Water Quality Study	\$0	\$30,000	0	0	\$0	\$0
				SubTotal	\$533,000	\$260,000				
<b>4. STORAGE TANKS &amp; PUMP STATIONS</b>										
Eng		30	4.a	Atherton Recoat & Mixing System	\$700,000	\$100,000	75	15	\$525,000	\$90,000
Maint		31	4.b	Lynwood PS Motor Control Center	\$190,000	\$80,000	100	10	\$190,000	\$8,000
Eng		32	4.c	Relocate School Rd/Crest Pump Station	\$100,000	\$15,000	75	10	\$75,000	\$5,000
				SubTotal	\$990,000	\$195,000			\$0	\$0
				Novato Water Total	\$7,646,000	\$3,423,000	69	44	\$5,357,800	\$1,899,790
<b>5. RECYCLED WATER FACILITY</b>										
TBC	Eng	33	5.a	NBWRG Grant Program Administration	\$100,000	\$100,000	75	75	\$75,000	\$75,000
TBC	Eng	34	5.b-o	Expansion to South Service Area	\$100,000	\$500,000	75	50	\$75,000	\$250,000
Eng		35	5.p	Recycled Water Central Area	\$0	\$1,000	0	0	\$0	\$0
				Novato Recycled Total	\$200,000	\$601,000	50	42	\$150,000	\$325,000
				Total Novato	\$7,846,000	\$4,024,000	60	43	\$5,507,800	\$2,224,790

ATTACHMENT A

<sup>1</sup>C - Completed  
TBC - To Be Completed  
PROJECT FORECAST REVISED  
Baseline projects with revised forecast budget increases (indicated by shaded box)  
Baselined projects to be deferred or dropped (indicated in strikeout)  
New projects added (indicated in bold)  
Prior year projects carried over indicated in italics

**WEST MARIN CAPITAL IMPROVEMENT PROJECT SUMMARY FY13-14  
AS OF MARCH 31, 2014**

STATUS	DEPT	ITEM #	PROJECT NO.	DESCRIPTION	PROJECT COSTS		% COMPLETE		EARNED VALUE	
					Budget	Forecast	Planned	Actual	Planned	Actual
<b>6. West Marin Water System</b>										
<b>System Improvements</b>										
		36	6.a	<i>TP Solids Handling</i>	\$200,000	\$10,000	75	10	\$150,000	\$7,000
			6.b	<del>TP Control Valve Replacement - DROP</del>	\$25,000	\$0	0	0	\$0	\$0
	GM	37	6.c	Gallagher Auxilliary Stream Gauge	\$30,000	\$80,000	100	95	\$30,000	\$76,000
	Eng	38	6.d	Olema PS Flood Protection & RTU Upgrade	\$100,000	\$20,000	75	10	\$75,000	\$10,000
C	Maint	39	6.e	Emergency Generator Connections	\$15,000	\$15,000	67	100	\$10,050	\$15,000
	Eng	40	6.f	Tank Seismic Upgrades	\$65,000	\$5,000	57	10	\$37,050	\$2,000
	Eng	41	6.g	<i>Gallagher Well Pipeline</i>	\$100,000	\$200,000	50	65	\$50,000	\$130,000
TBC	Eng	42	6.h	<b>County PB Repl (7 servs, 1 street)</b>	\$0	\$35,000	0	0	\$0	\$0
					\$535,000	\$365,000				
<b>7. Oceana Marin Sewer System</b>										
TBC	Ops	43	7.a	Infiltration Study & Repair	\$15,000	\$15,000	100	0	\$15,000	\$0
TBC	Maint	44	7.b	SCADA RTU Upgrade & Install	\$35,000	\$35,000	38	10	\$13,300	\$500
				SubTotal	\$50,000	\$50,000				
				Total West Marin	\$585,000	\$415,000	62	33	\$380,400	\$240,500
				FY13-14 TOTAL	\$8,431,000	\$4,439,000	61	40	\$5,888,200	\$2,465,290
C - Completed										
PROJECT FORECAST REVISED										
TBC - To Be Completed										
Baseline projects with revised forecast budget increases (indicated by shaded box)										
Baselined projects to be deferred or dropped (indicated in strikeout)										
New projects added (indicated in bold)										
Prior year projects carried over indicated in italics										



**FY13\_14 CAPITAL IMPROVEMENT PROJECTS**

ID	Task Name	Start	Finish	% Complete	Resp	Qtr 1, 2014			Qtr 2, 2014			Qtr 3, 2014			Qtr 4, 2014		
						Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
1	<b>1 A PIPELINE REPLACEMENTS/ADDITIONS</b>	Mon 7/1/13	Mon 6/30/14	0%													
2	1A1 So. Novato Blvd - Rowland to Sunset (12"CI@1,000')	Sun 9/1/13	Mon 6/30/14	20%	ENG / CC												
3	1A2 Shields Ln 6" Cast Iron (6"@1,120')	Mon 9/2/13	Mon 6/30/14	20%	ENG / DJ												
4	1A3 Ashley Ct 2" Thinwall Plastic (6"@200')	Mon 9/16/13	Mon 6/30/14	8%	ENG / JK												
5	1A4 Grant/5th 1" Galvanized Steel (6"@400')	Mon 7/1/13	Mon 6/30/14	8%	ENG / CC												
6	<b>1B MAIN/PIPELINE ADDITIONS</b>	Mon 7/1/13	Mon 6/30/14	0%													
7	1B1 Zone A Pressure Improvements	Thu 8/1/13	Mon 6/30/14	10%	ENG / DJ												
8	<b>1C PB SERVICE LINE REPLACEMENTS</b>	Mon 7/1/13	Mon 6/30/14	0%													
9	1C1 Pacheco Valle (42) DEFER	Tue 10/1/13	Mon 6/30/14	0%	ENG / JK												
10	1C4 Atherton Oaks/Summit Lane (20)	Mon 7/1/13	Mon 6/30/14	5%	ENG / JM												
11	1C3 Clay Ct (9)	Tue 10/15/13	Mon 6/30/14	100%	ENG / JM												
12	<b>1E AQUEDUCT REPLACEMENTS/ENHANCEMENTS</b>	Mon 7/1/13	Mon 6/30/14	0%													
13	1E1 Aqueduct Energy Efficiency Project	Mon 7/1/13	Mon 6/30/14	55%	ENG / DM												
14	<b>2 SYSTEM IMPROVEMENTS</b>	Mon 7/1/13	Mon 6/30/14	0%													
15	2A RTU Upgrades	Tue 12/31/13	Mon 3/31/14	98%	MAINT/RC												
16	2B Flushing Taps at Dead Ends	Mon 7/1/13	Mon 6/30/14	100%	ENG / JM												
17	2C DCA Repair/Replace (14/yr)	Mon 7/1/13	Mon 6/30/14	100%	ENG / CC												
18	2D Anode Installations (150/yr)	Mon 7/1/13	Mon 6/30/14	20%	ENG / DJ												
19	2E Radio Telemetry	Tue 10/1/13	Sat 5/31/14	35%	MAINT/RC												
20	2G Inaccurate Meter Replacement	Mon 7/1/13	Mon 6/30/14	100%	ENG / CC												
21	2I Backflow Device Upgrade - BMK (14)	Fri 11/1/13	Wed 4/30/14	0%	MAINT/RC												
22	2J Tank Access Hatch/Level Alarms	Tue 10/1/13	Mon 6/30/14	40%	MAINT/RC												
23	<b>3 BUILDING, YARD, STP IMPROVEMENTS</b>	Mon 7/1/13	Mon 6/30/14	0%													
24	<b>3A ADMIN BUILDING</b>	Mon 7/1/13	Mon 6/30/14	0%													
25	3A1 Electronic Document Management System	Mon 7/1/13	Mon 6/30/14	0%	GM/DB												



Current		Inactive Milestone		Manual Summary Rollup		Progress	
Baseline		Inactive Summary		Manual Summary			
Inactive Task		Manual Task		Start-only			
Inactive Task		Duration-only		Finish-only			

ATTACHMENT B



**FY13\_14 CAPITAL IMPROVEMENT PROJECTS**

ID	Task Name	Start	Finish	% Complete	Resp	Qtr 1, 2014			Qtr 2, 2014			Qtr 3, 2014			Qtr 4, 2014		
						Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
26	3A2 Admin Office/Lab/Yard Remodel Plan DEFER	Mon 12/2/13	Mon 6/30/14	0%	OPS / RC												
27	<b>3B CORP YARD/WAREHOUSE/CONSTRUCTION OFFICE</b>	Mon 7/1/13	Mon 6/30/14	0%													
28	3B1 SMART Crossing Upgrade	Mon 7/1/13	Mon 6/30/14	75%	GM												
29	<b>3C STAFFORD TREATMENT PLANT</b>	Mon 7/1/13	Mon 6/30/14	0%													
30	3C1 Watershed Erosion Control	Mon 9/2/13	Sat 5/31/14	100%	OPS / RC												
31	3C3 Start Up Flushing Connection DEFER	Mon 7/1/13	Mon 6/30/14	0%	ENG / CC												
32	3C4 Lake Aeration Upgrade - DROP	Mon 2/3/14	Mon 6/30/14	0%	OPS / RC												
33	<b>4 STORAGE TANKS/PUMP STATIONS</b>	Mon 7/1/13	Mon 6/30/14	0%													
34	4B1 Atherton Recoat & Mixing System	Mon 7/1/13	Mon 6/30/14	15%	ENG / CC												
35	4C Lynwood Pump Station Motor Control Center	Mon 7/1/13	Tue 12/31/13	10%	MAINT/RC												
36	4D Relocate School Dr/Crest PS	Mon 7/1/13	Mon 6/30/14	10%	ENG / DJ												
37	<b>5 RECYCLED WATER</b>	Mon 7/1/13	Mon 6/30/14	0%													
38	5A NBWRA Grant Program Administration	Mon 7/1/13	Mon 6/30/14	75%	ENG / DM												
39	5B Recycled Water South	Mon 7/1/13	Mon 6/30/14	50%	ENG / DJ												
40	<b>6 WEST MARIN WATER SYSTEM IMPROVEMENTS</b>	Mon 7/1/13	Mon 6/30/14	0%													
41	<b>SYSTEM IMPROVEMENTS</b>	Mon 7/1/13	Mon 6/30/14	0%													
42	6A PRTP Solids Handling	Mon 7/1/13	Mon 6/30/14	10%	ENG / DJ												
43	6B PRTP Control Valve Replacement - DROP	Mon 7/1/13	Mon 6/30/14	0%	MAINT/RC												
44	6F Gallagher Auxiliary Stream Gauge	Mon 7/1/13	Mon 6/30/14	95%	GM												
45	6E Olema PS Flood Protection & RTU Upgrade	Mon 7/1/13	Mon 6/30/14	10%	ENG / DM												
46	6F Emergency Generator Connections	Tue 10/1/13	Mon 6/30/14	100%	MAINT/RC												
47	6G Tank Seismic Upgrades	Mon 12/2/13	Mon 6/30/14	10%	ENG / JK												
48	<b>7 OCEANA MARIN SEWER SYSTEM</b>	Mon 7/1/13	Mon 6/30/14	0%													
49	7A Infiltration Study & Repair	Tue 4/1/14	Mon 6/30/14	0%	OPS / RC												
50	7B SCADA RTU Upgrade and Install	Mon 2/3/14	Mon 6/30/14	10%	MAINT/RC												

Current  Inactive Milestone

Baseline  Inactive Summary

Inactive Task  Manual Task

Inactive Task  Duration-only

Manual Summary Rollup  Progress

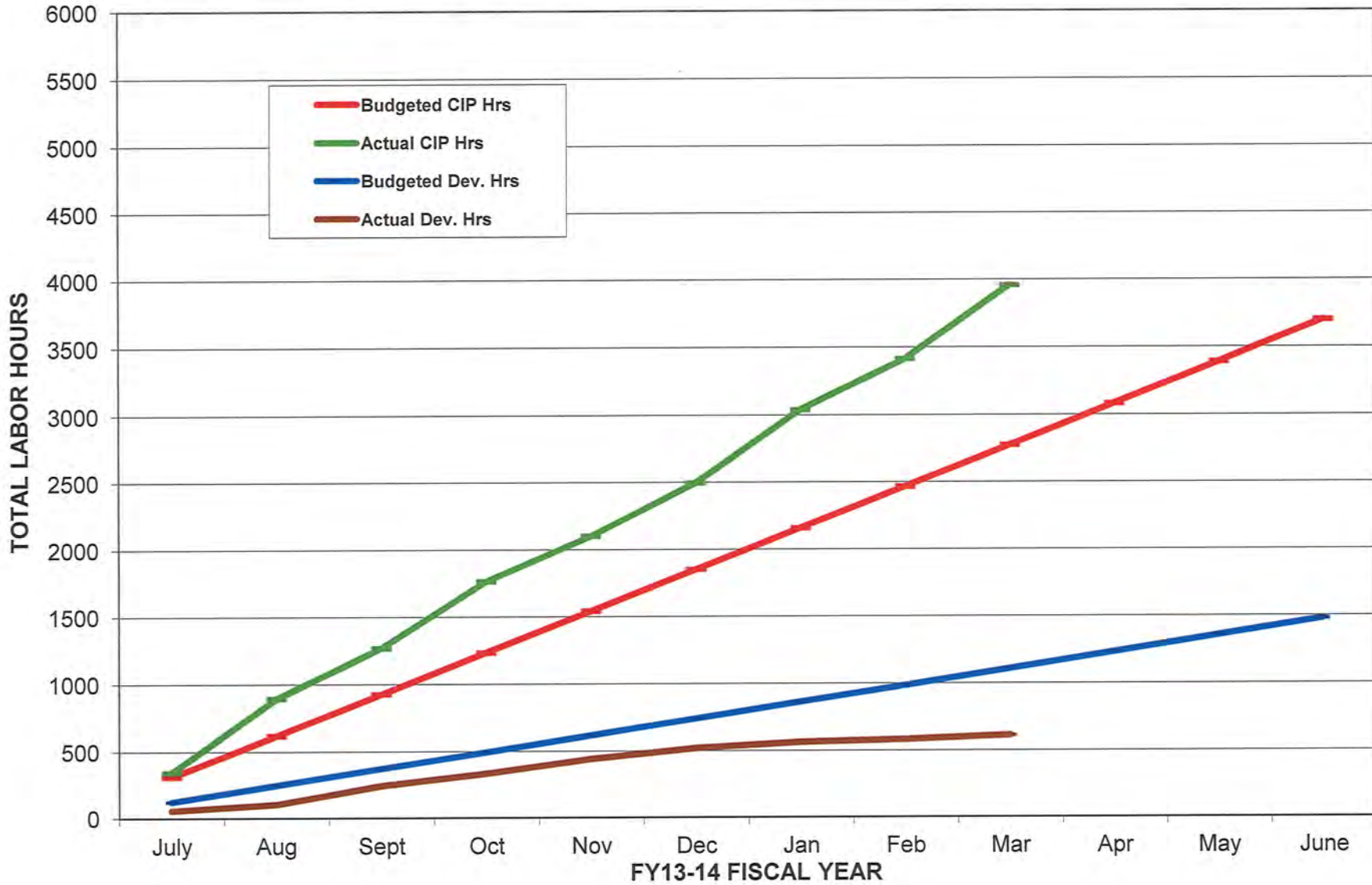
Manual Summary

Start-only

Finish-only



### ENGR. DEPT DEVELOPER & DISTRICT CAPITAL IMPROVEMENT PROJECTS (CIPs)



**17**

## MEMORANDUM

To: Board of Directors  
From: Robert Clark, Operations / Maintenance Superintendent PEC  
Subject: Third Quarterly Progress Report - Operations/Maintenance  
x:\maint sup\2014\bod\q3 13-14 o&m update.doc

May 2, 2014

**RECOMMENDED ACTION:** Information

**FINANCIAL IMPACT:** None

The Operations and Maintenance group is comprised of the Water Quality staff, the Water Treatment and Distribution Operators and the Facilities Maintenance Technicians. Together, this group ensures that the District maintains a high level of water quality provided to its customers in a cost-efficient manner. The primary objectives for the group include completion of the Stafford Treatment Plant shutdown projects, maintenance tasks, and critical water quality reports to our environmental and health regulators.

### Novato

Operations staff kept Stafford Lake Treatment Plant operational through January in order to accommodate the aqueduct shutdown for the AEEP project tie-ins. Operations staff began back-feeding water into the lake and added 360 AF by February 27<sup>th</sup>. Rainfall primarily came in February and March and the lake did not reach the 188.7' level until mid-April, with Stafford Lake currently at 63% capacity.

The annual distribution system flushing programs were started in January with Zones 2 and 3 including all dead-ends throughout the Novato system. Zone 2 used 1.86 MG, Zone 3 used 0.94 MG and Zone 1 dead-ends used 0.25 MG, with 642 hours total across all departments. The water was dirtier this year than in the recent past. Annually alternating between Zone 1 and Zones 2 & 3 seems to be the appropriate distribution system flushing plan. Staff performed tank cleaning on three of the Novato tanks and performed minor tank coating touch-ups; otherwise, the tanks looked good. It has been a busy time for the Cross-Connection Control staff – with recycled water projects dominating last summer/fall, staff has used this period to catch up on the postponed work from last fall.

Maintenance tasks at STP were substantially completed with annual pump and motor maintenance, filter cleaning, and instrument maintenance being performed. The only big project this winter included the removal of the fluidization systems in filters 2 & 3. The fluidization system was removed from filter 1 last year which resulted in increased performance and higher chemical use efficiency.

### **West Marin System**

Staff anticipated possible water rationing in 2014 and flushed the distribution system before the end of the calendar year. Due to the fact that the Marin County Fire Department performed some live fire flow training at the end of Commodore Webster Drive and the treatment plant backwash was sufficient to scour the mains to the Point Reyes tanks, those sections were not flushed. The Pinecrest road section was the only location with unusually dirty water. 0.27 MG were used to flush, with 80 hours of staff time being used.

Maintenance staff completed installing half of the tank intrusion alarm devices and tested the radio transmission capabilities throughout the service area. The Olema pump station and the Dillon Beach lift station location is not compatible with the radio system the District is using, so those sites will need to continue with the leased telephone line service.

### **Oceana Marin (OM)**

The daily operations were transitioned back to District staff after relieving Phillips and Associates of contract responsibilities. Staff measured the sewer collection system infiltration and inflow (I&I) during February rain storms and were able to identify the manholes and pipe segments that have excess flow from the rain. Staff also identified 28 manholes that need to be resealed above the collection line and plans additional TV inspection work within 2 miles of pipe, and smoke test the entire collection system to locate potential I&I points in the pipe segments.

18

**MEMORANDUM**

To: Board of Directors

May 2, 2014

From: Drew McIntyre, Chief Engineer



Subject: North Bay Water Reuse Authority Board Meeting – April 19, 2014

R:\Folders by Job No\7000 jobs\7127\Board Memos\7127 NBRWA Update 4\_21\_14.doc

**RECOMMENDED ACTION:** Information Only**FINANCIAL IMPACT:** None

The draft minutes from the above referenced meeting are provided in Attachment 1. Supplemental information is provided as follows using item numbers referenced in the meeting agenda.

**7. Financial Report for Period Ending March 31, 2014.**

All costs by the consultants are within budget and no budget augmentation is anticipated.

**8. Program Development – Federal Advocacy Update**

Ginger Bryant summarized some recent successes with the Bureau of Reclamation (USBR) including increasing annual construction grants from \$2 million to \$4 million and reminded all that, to date, almost \$19 million of NBWRA construction grants have been secured from the USBR. If consultant's budgets are approved, 2014 activities will continue to focus on securing funding for completion of the Phase 2 Feasibility Study as well as continued Reclamation Infrastructure Innovation Act (RIFIA) support as it continues to move through the hearing process in Congress. If approved, RIFIA would offer long-term low-cost financing of NBWRA Phase 2 projects.

**9. State Advocacy Update**

Pilar Onate Quintana provided an update that included support for AB2417 which would exempt new recycled water pipeline projects of less than 8 miles in length from the time consuming California Environmental Quality Act (CEQA) process. NBWRA's support letter is included as Attachment 2.

**11. Workshop #7 – North Bay Water Reuse Program Phase 2 Scoping Study**

NBWRA's team of consultants presented an overview of work performed to date for the Phase 2 Scoping Study and identified proposed reductions in consulting fees for FY14-15. The subsequent TAC meeting confirmed that Phase 2 participating agencies were satisfied with the recent scope reductions that reduced FY14-15 costs by ~30%. It is anticipated that a revised budget will be brought to the May 19, 2014 NBWRA Board meeting for approval.

**North Bay Water Reuse Authority  
Board of Directors Meeting  
Minutes  
April 19, 2014**

**1. Call to Order**

Chair Rabbitt called the meeting to order at 9:38 a.m. on Monday, April 19, 2014 at the Novato City Hall Council Chambers, 901 Sherman Street, Novato, CA 94945.

**2. Roll Call**

**PRESENT:** David Rabbitt, Chair, Sonoma County Water Agency  
Bill Long, Vice-Chair, Novato Sanitary District  
Keith Caldwell, Napa County  
Rabi Elias, Las Gallinas Valley Sanitary District  
Jack Gibson, Marin Municipal Water District  
Susan Gorin, Sonoma Valley County Sanitation District  
Mike Healy, City of Petaluma  
Jill Techel, Napa Sanitation District  
John Schoonover, North Marin Water District

**ABSENT:** Steve Kinsey, Marin County

**OTHERS**

<b>PRESENT:</b> Chuck Weir, Program Manager	Weir Technical Services
Marc Bautista	Sonoma County Water Agency
Kevin Booker	Sonoma County Water Agency
Ginger Bryant	Bryant & Associates
Grant Davis	Sonoma County Water Agency
Barry Dugan	Data Instincts
Tim Healy	Napa Sanitation District
Pam Jeane	Sonoma Valley County Sanitation Agency
Sandeep Karkal	Novato Sanitary District
Craig Lichty	Kennedy Jenks Consultants
Andria Loutsch	CDM Smith
Drew McIntyre	North Marin Water District
Mark Millan	Data Instincts
Phillip Miller	Napa County
Pilar Oñate-Quintana	The Oñate Group
Larry Russell	Marin Municipal Water District
Michael Savage	Brown & Caldwell
Paul Sellier	Marin Municipal Water District
Jake Spaulding	Sonoma County Water Agency
Dan St. John	City of Petaluma
Jeff Tucker	Napa Sanitation District
Leah Walker	City of Petaluma
Renee Webber	Sonoma County Water Agency
Mark Williams	Las Gallinas Valley Sanitary District



### **3. Public Comments**

No members of the public addressed the Board.

### **4. Introductions**

Introductions were waived.

### **5. Board Meeting Minutes of January 27, 2014.**

A motion by Director Schoonover, seconded by Director Gorin to approve the January 27, 2014 minutes was unanimously approved.

### **6. Report from the Program Manager**

#### **a. Consultant Progress Reports**

The Board reviewed the consultant progress reports for March 2014. The Program Manager highlighted the remaining agenda items.

### **7. Financial Report for the Period Ending March 31, 2014**

The Board reviewed the Financial Report and noted that all items were on track.

### **8. Program Development – Federal Advocacy Update**

Ginger Bryant provided an update for the Board on federal activities in support of Phase 1 and 2. She discussed how the activities support program implementation and activities planned for the coming year. Her presentation focused on activities with reclamation, activities with the Administration, activities with Congress, Reclamation Infrastructure Finance and Innovation Act (RIFIA), and how the activities support member agencies and overall program goals.

### **9. State Advocacy Update**

Pilar Oñate Quintana provided an update for the Board, including updates on the following items: NBWRA Day at the Capitol, Water Bond legislation, legislative updates, interfacing with ACWA and WateReuse, and Napa State Hospital. She also reviewed current legislation, including AB 2282 (Gatto) Recycled Water, AB2635 (Gatto/Skinner) CalConserve State Revolving Fund, and AB2417 (Nazarian) recycled Water Pipelines. Following discussion a motion by Director Gorin, seconded by Director Long, was unanimously approved to take a support position on AB2417 and bond bills that are in alignment with NBWRA and WateReuse positions and authorize the Chair to sign letters.

### **10. Outreach Program Update**

Mark Millan provided an update for the Board, including updates in leadership changes at WateReuse at the national and state level.

### **11. Workshop #7 – North Bay Water Reuse Program Phase 2 Scoping Study**

Ginger Bryant, Andria Loutsch, and Michael Savage, led the group in workshop #7. Topics included: Background and Context for Scoping Studies, Approach and Process, Summary of the Studies, and Next Steps. If the TAC recommends and the Board approves the revised budget it is likely that the list of projects will be revisited early in the Feasibility Study.

Grant Davis asked for a summary of cost reductions in the three-year budget that the TAC is going to review following the Board meeting. Ginger Bryant, Mike Savage, and the Program Manager provided a summary of cost reductions and the resulting three-year budget. If the TAC

approves the budget, it along with scopes and costs for the consultants will be presented to the Board for approval at the May 19, 2014 meeting.

**12. Adjournment**

Chair Rabbitt adjourned the meeting at 11:00 a.m. in memory of Novato Sanitary District Board President, Mike DiGiorgio, who passed away April 6, 2014. The next meeting will be May 19, 2014 at 9:30 a.m.

Minutes approved by the Board \_\_\_\_\_.

Charles V. Weir  
Program Manager

C:\Users\Chuck\Documents\Weir Technical Services\NBWRA\Agendas\2014\2014-04\2014-04-21\_NBWRA\_Board\_Minutes.docx



## **NORTH BAY WATER REUSE PROGRAM** *Expanding Water Supplies with Regional Reuse*



April 23, 2014

Assemblymember Wesley Chesbro  
Chair, Assembly Committee on Natural Resources  
State Capitol  
Room 2141  
P.O. Box 942849  
Sacramento, CA 94249-0002

### **SUPPORT FOR AB 2417 (Nazarian) – RECYCLED WATER PIPELINES**

Dear Chair Chesbro:

I am writing on behalf of the North Bay Water Reuse Authority (NBWRA) to provide our support for AB 2417 (Nazarian) Recycled Water Pipelines. AB2417 would provide for an exemption for recycled water pipelines of less than eight miles from the California Environmental Quality Act (CEQA).

NBWRA is a coalition of water and wastewater agencies in Napa, Sonoma, and Marin Counties that have pooled resources to maximize the use of recycled water in the North Bay. The agencies have a federally approved program known as the North Bay Water Reuse Program and are two thirds of the way through constructing Phase 1 projects totaling over \$100,000,000. NBWRA is currently studying the possibility of adding additional projects through Phase 2, which is expected to equal or exceed the value and water supply reliability benefits of Phase 1.

Assembly Bill 2417 would exempt from CEQA projects that construct or install new water recycling pipelines or involve maintenance, repair, restoration, reconditioning, relocation, replacement, removal or demolition of an existing pipeline, not exceeding eight miles in length, for the distribution of recycled water within a public street, highway or right-of-way.

Water recycling is a key water conservation tool that could help address the water shortages many communities are facing because of this year's drought. For every gallon of recycled water that is used, another gallon of potable water is conserved and can be used for household consumption.

The exemption AB 2417 proposes would help expand the availability of recycled water for use by industry or landscape irrigators, would help California meet its recycled water goal of an additional 1 million acre-feet by 2020, and would reduce energy costs from importing water.

**North Bay Water Reuse Authority • c/o Novato Sanitary District • 500 Davidson Street, Novato, CA 94945  
707-235-8965 • NBWRA.org**

Chair Chesbro  
April 23, 2014  
Page 2

As noted above, NBWRA is nearing completion of over \$100,000,000 in recycled water projects, many of which are pipelines designed to deliver high quality recycled water to areas in dire need of water for irrigation and environmental benefits. During Phase 1, the costs for CEQA analysis were approximately \$1,400,000, of which approximately \$700,000 was directly related to pipeline projects that would fall under the scope of AB2417. Many of our potential Phase 2 projects are also pipeline projects. AB2417 has the potential to save substantial costs as well as reduce the overall time for study, design, and construction. Projects could be operating much sooner with AB2417 enactment.

For the aforementioned reasons, NBWRA supports AB 2417 and respectfully requests your "AYE" vote when the bill is heard in the Assembly Natural Resources Committee.

Thank you for consideration of our request. Please feel free to contact NBWRA's state legislative advocate, Pilar Oñate-Quintana, at (916) 230-4470 should you need our assistance or additional information.

Sincerely,



David Rabbitt  
Chair

- c: Members of the Assembly Committee on Natural Resources
- Assembly Member Nazarian
- NBWRA Board Members
- NBWRA Technical Advisory Committee Members

19

**NOTICE OF MEETING OF  
NORTH BAY WATERSHED ASSOCIATION**

Notice is hereby given that a meeting of the North Bay Watershed Association will be held as follows:

Date: Friday, May 2, 2014  
Time: 9:30 a.m. – 11:30 a.m.  
Location: Marin Community Foundation  
5 Hamilton Landing  
Suite 200, Redwood Room  
Novato, CA 94949

**AGENDA**

<b><u>Item</u></b>	<b><u>Recommendation</u></b>
1. Call to Order (Jack Gibson, Chair)	
2. Public Comment	
3. Approval of the Agenda (1 min.)	Approve
4. Approval of Minutes	Approve
5. Treasurer's Report (1 min.)	Accept
6. SFEI Eco-Atlas (45 min.) Guest Speaker: Tony Hale, SFEI	Information
7. The Emerging Science of Comprehensive Watershed Health Care (45 min.) Guest Speaker: Josh Collins, SFEI	Information
8. Final Budget 2014-2015 (10 min.) Harry Seraydarian	Action
9. Items of Interest	
10. Items for Next Agenda	

**Next Meeting Information:**

**Next Meeting: June 6, 2014**  
Novato Sanitary District  
500 Davidson Street  
Novato, CA 94945

## NORTH BAY WATERSHED ASSOCIATION

Minutes for the meeting of the North Bay Watershed Association (NBWA) Board of Directors.

Date: March 7, 2014  
Time: 9:30 a.m.  
Location: Novato Sanitary District  
500 Davidson Street  
Novato, CA 94945

Directors Present: Directors present included:

<u>Board Member</u>	<u>Agency/Organization</u>	<u>Board Member</u>	<u>Agency/Organization</u>
Steve Barbose	City of Sonoma and Sonoma Valley County Sanitation District	Juliana Inman	Napa County Flood Control and Water Conservation District
Lena Cox	City of Petaluma	Pamela Meigs	Ross Valley Sanitary District
Mike DiGiorgio	Novato Sanitary District	Scott Ray	Bel Marin Keys Community Services District
Rick Fraitcs	North Marin Water District	Judy Schriebman	Las Gallinas Valley Sanitary District
Jack Gibson	Marin Municipal Water District	Brad Sherwood	Sonoma County and Sonoma County Water Agency
Kathy Hartzell	Central Marin Sanitation Agency		

Directors present represented 13 out of the 17 agencies signatory to the Association MOU and Jeanne MacLeamy represented City of Novato, Associate Member.

### Board Actions:

1. **Call to Order.** Jack Gibson, Chair, called the meeting to order at 9:35 a.m.
2. **Public Comment.** None.
3. **Approval of the Agenda.** (See Handout) The Board unanimously approved the agenda.
4. **Approval of the Minutes of the Board Meeting held February 7, 2014.** (See Handout) The Minutes of the Board Meeting held on February 7, 2014 were unanimously approved.
5. **Treasurer's Report.** (See Handout) The Treasurer's Report was accepted as presented by Harry Seraydarian.
6. **NBWA Budget 2014-2015. New Projects: Stormwater Phase II -- \$30k and North Bay Climate Adaptation Initiative -- \$35k.** Harry Seraydarian presented a PowerPoint and began by reviewing the NBWA mission, goals, and process for identifying projects. Harry then discussed the changes for 2013 – the three separate Technical Committees have been combined into one Joint Technical Committee chaired by Chris Choo. Harry then highlighted the status of projects approved and funded in the last few years. He also summarized the progress on the EPA grant awarded to NBWA in 2011 for \$1,494,142 with funds going to Napa, Sonoma, and Marin for “Implementing Sediment and Pathogen TMDLs in the North Bay.” Harry provided a summary of income to NBWA from recent conferences and highlighted the workshops that had also been organized in the last several years. Harry then moved on to the Integrated Regional Water Management funds provided to the Bay Area under Prop 50 and Prop 84 and emphasized the policy decision that resulted in the North Bay receiving a much larger share of the available funds. He also presented the specific North Bay projects funded in the recent Prop 84 Round 2 application. Harry then used the opportunity to provide the NBWA Board with information on the most recent events related to Prop 84 Round 3. He noted the Bay Area Guidance developed for regional and sub-regional projects in January 2014 and the DWR workshops held in February describing an “accelerated” process for Round 3. Harry then presented the provisions in the “Drought Relief” legislation signed by the Governor on March 1. He highlighted that \$200 million out of \$472 million appropriated was to be awarded in an “expedited” solicitation for “regional drought preparedness” and noted the legislative directive allowed funding for “programs or measures that are not locally cost effective.” Harry presented some of the implications for funding and scheduling for the Bay Area given recent actions. Harry then proposed the NBWA 2014-2015 Budget. Harry presented two new projects for funding with carryover funds: the Stormwater Phase II-Program Effectiveness Assessment and Improvement Plan (PEAIP) project for \$30k, and the North Bay Climate Adaptation Initiative (NBCAI) – Taking It to Scale: Sharing the Best of the Evolving Science of Climate Readiness Across the North Bay for \$35k. Harry described the tasks and schedule for each project and the matching funds. He then emphasized the thorough review by the Joint Technical Committee of both projects and



recommended funding. The NBWA Board unanimously approved both projects for funding. Harry then reported the recent efforts to update operating budgets for NBWA members and the results as far as member fees. Harry emphasized that the NBWA overall budget had not changed in years but the shifts in operating budgets has resulted in a shift in member fees from -18% to +13%. Harry provided a chart showing the changes for each member from last year's fees and the percentage variation. He reiterated the fact that the operating budgets had not been adjusted since 2006 so that the members whose fees have gone up for the 2014-2015 Budget have benefited over the last 8 years from relatively lower fees. Harry also noted the recommendation to continue covering San Rafael's fees with carryover funds and a Board Member agreed to reach out to City of San Rafael. Harry further explained the special circumstances for Bel Marin Keys (group membership) and Ross Valley Sanitation District (new member). Harry then reviewed the Baseline Budget elements and possible options for next year. Harry recommended approving the draft budget with the shifts in fees as the maximum budget. He encouraged Board Members to contact him directly with any concerns or suggestions. The NBWA Board unanimously approved the draft Budget for 2014-2015 as the maximum budget.

7. **Marin TMDL Project – Boyle Park.** Chris Choo, Marin County, provided a PowerPoint and began with a map of Mill Valley which highlighted the project location and a photo of Boyle Park. Chris then provided some photos to illustrate the sources of pathogens in the Richardson Bay TMDL – houseboats, marinas, leaking sewer laterals and stormwater. She then presented the goals for the stormwater source project: reduce pathogen delivery through increased infiltration; improve water quality; restore the riparian corridor; re-contour the incised channel; and increase community awareness. Chris then identified some design considerations such as the use of regional curves leading to a step pool design for drainage to Warner Creek. She also noted the approach to plant restoration and fencing to limit site access (with a small break in the fence and a stepping stone path through an area that is less planted to establish safe access for those crossing Boyle Avenue). Chris then presented a number of pictures illustrating various stages of the project: removing non native plants (blackberry), placing rocks, erosion control, fencing, planting and mulch, and before and after pictures for upper and lower reaches. Chris explained outreach efforts including STRAW's efforts (one more planting day, March 11), a construction tour, and outreach meetings. She also described a planned community day to celebrate restoration and plans to post signage, and create a dog waste bag station. Chris highlighted remaining tasks for marina outreach, mapping, and monitoring and reporting. The NBWA Board members had a number of questions. Who does outreach? (Park Commission.) Who is responsible for maintenance? (City of Mill valley, STRAW maintains plants for 3 years.) Is Boyle Park a designated dog park for on or off leash? (Off leash.) Will the educational process for dog owners include signs? (Yes, will add educational signs.) Where does disposed dog waste go? (Picked up waste goes to landfill, some nutrient material absorbed by plants.) Are you going to monitor residual dog waste? (Not directly since only source identification would work; pathogens are ubiquitous and other sources exist-other animals, laterals, houseboats. Dogs are part of problem, but a study in San Diego showed dog waste is not a major problem.) Chris noted that her presentation was available with video at – [http://prezi.com/dzmje0kdq7II/?utm\\_campaign=share&utm\\_medium=copy](http://prezi.com/dzmje0kdq7II/?utm_campaign=share&utm_medium=copy).

8. **Items of Interest.**

- \* Food to Energy, March 18<sup>th</sup> CMSA and Marin Sanitary (Converting FOG (fats, oil & grease) from McDonalds and Wendy's to energy
- \* NBWA Conference – April 11, 2014- registration still open

9. **Items for Next Agenda.**

- \* ECO ATLAS, Tony Hale, SFEI
- \* The Emerging Science of Comprehensive Watershed Health Care, Josh Collins, SFEI

Jack Gibson, Chair, adjourned the meeting at 11:05 a.m.

SUBJECT TO BOARD APPROVAL

Submitted By: Elizabeth O. Preim-Rohtla  
Assistant to the Executive Director

**NEXT MEETING INFORMATION:**

April 11 – 2014 NBWA CONFERENCE, StoneTree Golf Club, 9 StoneTree Lane, Novato, CA 94945  
May 2 – Marin Community Foundation, 5 Hamilton Landing, Suite 200, Novato, CA 94949

## The Marin Community Foundation - Map and Directions

### Marin Community Foundation

5 Hamilton Landing  
Suite 200  
Novato, CA 94949

main phone: 415.464.2500  
fax: 415.464.2555

Come through the courtyard between the two buildings (Hanger 5 and Hanger 6) and enter through the automatic door in the center of Hanger 5. There is an elevator or stairs to the second level. Our meeting room is called "The Redwood Room"

### Going north:

a) Going north on Highway 101, take the Hamilton Field/Nave Dr. Exit. Veer right at the end of the exit ramp and follow Nave Drive going north, parallel to 101. Take a right at Main Gate Road, which leads into Hamilton. (At Crescent, Main Gate Road becomes Palm Drive.)

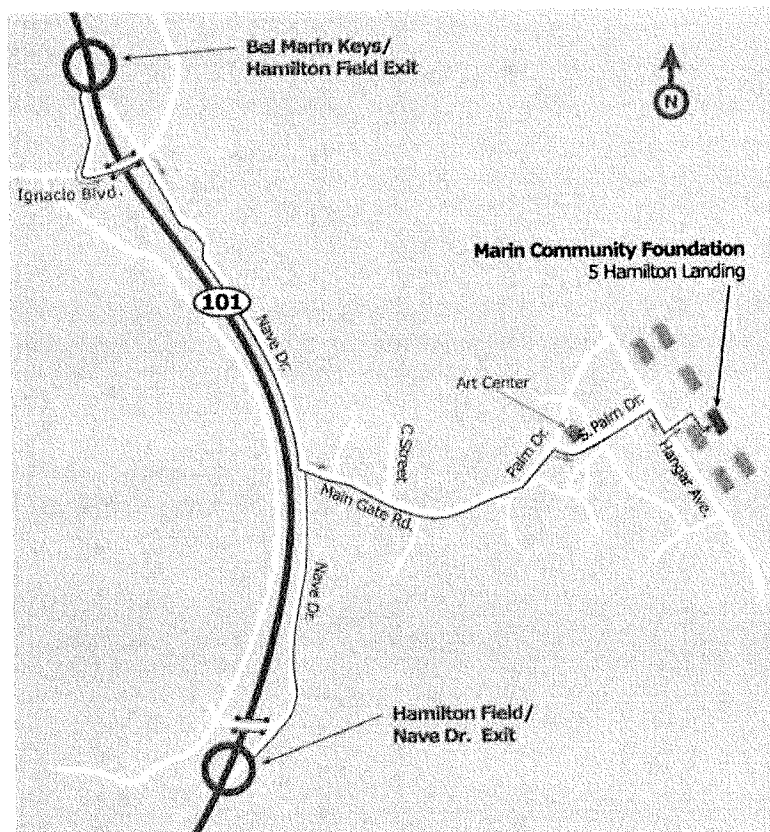
b) Continue until you reach the Arts Center, then bear right onto South Palm Drive. Take South Palm Drive to the end, turn right onto Hangar Avenue, and take an immediate left into the parking lot. MCF is in Hangar 5, at 5 Hamilton Landing. The entrance is down the pathway between Hangar 5 and Hangar 6.

### Going south:

Going south on Highway 101, take the Bel Marin Keys/Hamilton Field Exit. At the end of the exit ramp, take a right onto Ignacio Blvd. After crossing the freeway, take an immediate right onto Nave Drive. Take a left onto Main Gate Road, which leads into Hamilton. (At Crescent, Main Gate Road becomes Palm Drive.) Then follow directions "b" above.

### From the east bay:

Cross the Richmond-San Rafael Bridge and continue on 580 until it merges onto 101 North. Then follow the directions for "going north."



NBWA FY 2014-2015 Proposed Budget

Overhead and General Benefit Projects		NBWA Cash Requirement					CASH ALLOCATION																			
		In/Kind Services	NBWA staff	Other consultants	ODCs	Assumed grant contribution	2013 - 2014 Total Cash Budget	CMSA	Marin Co	LGUSD	Bel Marin Keys, SASM, City of Mill Valley	McSTPP	RVSD	MMWD	NMWD	NapaSan	NapaFlood	NovatoSan	Petaluma	San Rafael	City Sonoma	Sonoma Co.	SCWA	SVCSD	NBWA TOTAL	
<b>A- Overhead</b>																										
1	Board Meetings/Workshops	12,500	39,300	-	-	-	39,300	1,308	6,969	1,237	1,197	1,165	1,379	2,010	1,370	1,361	1,426	1,297	2,075	2,006	1,394	7,439	4,215	1,451	39,300	
2	Board Meeting Minutes	3,000	4,560	-	-	-	4,560	152	809	144	139	135	160	233	159	158	165	150	241	233	162	863	489	168	4,560	
3	Agency Coordination	-	13,680	-	-	-	13,680	455	2,426	431	417	405	480	700	477	474	466	451	722	698	485	2,590	1,467	505	13,680	
4	Administrative Steering Comm.	-	4,460	-	-	-	4,460	148	791	140	136	132	157	228	155	154	162	147	236	228	158	844	478	165	4,460	
5	Office support	4,500	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
<b>Overhead Subtotals</b>		<b>20,000</b>	<b>62,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>62,000</b>	<b>2,064</b>	<b>10,994</b>	<b>1,951</b>	<b>1,889</b>	<b>1,838</b>	<b>2,176</b>	<b>3,172</b>	<b>2,161</b>	<b>2,148</b>	<b>2,250</b>	<b>2,045</b>	<b>3,274</b>	<b>3,165</b>	<b>2,200</b>	<b>11,737</b>	<b>6,650</b>	<b>2,288</b>	<b>62,000</b>	
<b>Overhead Totals</b>								<b>2,064</b>	<b>10,994</b>	<b>1,951</b>	<b>1,889</b>	<b>1,838</b>	<b>2,176</b>	<b>3,172</b>	<b>2,161</b>	<b>2,148</b>	<b>2,250</b>	<b>2,045</b>	<b>3,274</b>	<b>3,165</b>	<b>2,200</b>	<b>11,737</b>	<b>6,650</b>	<b>2,288</b>	<b>62,000</b>	
<b>B- General Benefit Projects</b>																										
6	Public Outreach Materials	-	7,500	-	-	-	7,500	250	1,330	236	228	222	263	384	261	260	272	247	396	383	266	1,420	804	277	7,500	
7	Committee Activities	-	27,360	-	-	-	27,360	911	4,852	861	834	811	960	1,400	954	948	993	903	1,445	1,396	971	5,179	2,934	1,010	27,360	
8	Website	-	3,644	-	-	-	3,644	121	646	115	111	108	128	186	127	126	132	120	192	186	129	690	391	134	3,644	
9	Data Management	-	10,000	-	-	-	10,000	333	1,773	315	305	296	351	512	349	346	363	330	528	510	355	1,883	1,073	369	10,000	
10	Legislative Action*	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
11	Watershed Council	-	22,800	-	-	-	22,800	759	4,043	718	695	676	800	1,166	795	790	827	752	1,204	1,164	809	4,316	2,445	842	22,800	
12	NBWA Water Conference	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
13	Update of IRWMP	-	20,000	-	-	-	20,000	666	3,546	629	609	593	702	1,023	697	693	726	660	1,056	1,021	710	3,786	2,145	738	20,000	
14	Contingency Reserve	-	25,000	-	-	-	25,000	832	4,433	787	762	741	877	1,279	872	866	907	825	1,320	1,276	887	4,732	2,681	923	25,000	
<b>General Benefit Subtotals</b>		<b>-</b>	<b>116,304</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>116,304</b>	<b>3,872</b>	<b>20,623</b>	<b>3,660</b>	<b>3,543</b>	<b>3,447</b>	<b>4,081</b>	<b>5,949</b>	<b>4,054</b>	<b>4,028</b>	<b>4,220</b>	<b>3,837</b>	<b>6,142</b>	<b>5,936</b>	<b>4,127</b>	<b>22,016</b>	<b>12,474</b>	<b>4,293</b>	<b>116,304</b>	
<b>General Benefit Totals</b>								<b>3,872</b>	<b>20,623</b>	<b>3,660</b>	<b>3,543</b>	<b>3,447</b>	<b>4,081</b>	<b>5,949</b>	<b>4,054</b>	<b>4,028</b>	<b>4,220</b>	<b>3,837</b>	<b>6,142</b>	<b>5,936</b>	<b>4,127</b>	<b>22,016</b>	<b>12,474</b>	<b>4,293</b>	<b>116,304</b>	
<b>FY 2014 - 15 TOTAL A + B</b>		<b>20,000</b>	<b>178,304</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>178,304</b>	<b>5,936</b>	<b>31,617</b>	<b>5,611</b>	<b>5,432</b>	<b>5,285</b>	<b>6,257</b>	<b>9,121</b>	<b>6,216</b>	<b>6,176</b>	<b>6,470</b>	<b>5,883</b>	<b>9,415</b>	<b>9,101</b>	<b>6,326</b>	<b>33,753</b>	<b>19,124</b>	<b>6,581</b>	<b>178,304</b>	
<b>FY 2014 - 15 TOTAL A + B</b>								<b>5,936</b>	<b>31,617</b>	<b>5,611</b>	<b>5,432</b>	<b>5,285</b>	<b>6,257</b>	<b>9,121</b>	<b>6,216</b>	<b>6,176</b>	<b>6,470</b>	<b>5,883</b>	<b>9,415</b>	<b>9,101</b>	<b>6,326</b>	<b>33,753</b>	<b>19,124</b>	<b>6,581</b>	<b>178,304</b>	

Specific Benefit Projects		NBWA Cash Requirement					CASH ALLOCATION																			
		In/Kind Services	NBWA staff	Other consultants	ODCs	Assumed grant contribution	2013 - 2014 Total Cash Budget	CMSA	Marin Co	LGUSD	MCSO #5 (See Note 1)	McSTPP	MMWD	NMWD	Napa San	NapaFlood	NovatoSan	Petaluma	San Rafael	City Sonoma	Sonoma Co.	SCWA	SVCSD	NBWA TOTAL		
<b>C- Specific Benefit Projects</b>																										
1	Project "A"	-	-	-	-	NA	30,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
2	Project "B"	-	-	-	-	NA	35,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
3	Project "C"	-	-	-	-	NA	49,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
<b>FY 2014-15 Specific Benefit Project Total</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>NA</b>	<b>114,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>NBWA Total for FY 2014-15</b>		<b>20,000</b>	<b>178,304</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>292,304</b>	<b>5,936</b>	<b>31,617</b>	<b>5,611</b>	<b>5,432</b>	<b>5,285</b>	<b>9,121</b>	<b>6,216</b>	<b>6,176</b>	<b>6,470</b>	<b>5,883</b>	<b>9,415</b>	<b>9,101</b>	<b>6,326</b>	<b>33,753</b>	<b>19,124</b>	<b>6,581</b>	<b>178,304</b>		

Note 1 Stormwater (LWA) \$30,000. City of San Rafael Membership dues of \$9,101 will also be covered from carry over funds.

Note 2 NBWCAI project funding - \$35,000

20

## Item #20

FOR ACCESSIBLE  
MEETING INFORMATION  
CALL: (707) 543-3350  
ADD: (707) 543-3031



### TECHNICAL ADVISORY COMMITTEE

**MONDAY, MAY 5, 2014**

**9:00AM**

Utilities Field Operations Training Center  
35 Stony Point Road, Santa Rosa, CA

1. Check In
2. Public Comment
3. Water Supply Conditions and Temporary Urgency Change Order
4. Upper Russian River Water Conservation Activity (including a report on NCRP Drought Response Project Solicitation)
5. Sonoma Marin Saving Water Partnership - Regional Alliance 2013 GPCD Update
6. Santa Rosa Plain Groundwater Management Plan Update
7. Mirabel Fish Screen/Fish Ladder Project Update
8. Biological Opinion Status Update
9. Integrated Regional Water Management Plan(s) Update
10. Items for Next Agenda
11. Check Out





## Russian River Biological Opinion Update – May 2013

The Sonoma County Water Agency is continually planning and implementing the Russian River Biological Opinion requirements. The following project updates provide a brief synopsis of current work. For more detailed information about these activities, please visit [www.sonomacountywater.org](http://www.sonomacountywater.org).

### **Dry Creek Habitat Enhancement and Demonstration Project**

- Construction of the remainder of the one-mile demonstration project is underway. Hanford Applied Restoration & Conservation, out of Sonoma, is constructing the project. Preparation and planning is under way for construction of the remaining three habitat features of the demonstration project.
- Site identification, outreach to landowners, preliminary environmental studies and topographic surveys are underway for the second and third miles of habitat enhancement. Two firms, Interfluve and ESA PWA, were selected to design the second and third miles of habitat enhancement. The 10% conceptual designs should be completed in April.
- Water Agency staff is working closely with the US Army Corps of Engineers on a Continuing Authorities Program (CAP) project that should allow the Corps to contribute funding for a portion of the mile 2-3 phase of Dry Creek Habitat enhancement.

### **Fish Monitoring**

Monitoring has begun for juvenile fish, with downstream migrant traps installed at Dry Creek, the Russian River at Mirabel, Mark West Creek, Dutch Bill Creek and Austin Creek. Traps are checked daily. Water Agency staff are regularly consulting with National Marine Fisheries Service and California Department of Fish and Wildlife regarding the status of the migration and plans for reservoir releases.

### **Tributary Habitat Enhancement Projects**

Habitat monitoring was conducted in Grape Creek this fall, and won't be needed conducted again until 2015, per requirements of the Biological Opinion.

### **Mirabel Screen and Fish Ladder Replacement**

Bids for project construction were submitted on April 29, and are under review. The seismic upgrade project (not required by the Biological Opinion) is underway and should be completed in May (depending on weather). Major construction on the fish screen/fish ladder project is estimated to begin in summer 2014.

### **Russian River Estuary Management Project**

- The 2014 Lagoon Management Period begins on May 15. Downstream migrant fish sampling is underway at Austin Creek and with an antenna at Duncans Mills that can read passive integrated transponders (PIT) tags. Biological and water quality monitoring, including fisheries and invertebrate sampling, begins at the end of May. Monthly baseline monitoring of seals and other pinnipeds is ongoing. The Estuary Management Project Community Meeting will be held on June 2 at the Monte Rio Community Center.

- Field investigations of the jetty have begun. Work was conducted in early March, including the installation of monitoring wells, and will resume in July after the harbor seal pupping season. The purpose of the studies is to determine if and how the jetty impacts the formation of the barrier beach and lagoon water surface elevation.

#### **Fish Flow Project**

Work is occurring internally on the preparation of the draft Environmental Impact Report for the Fish Habitat Flows and Water Rights Project. The EIR is being prepared by Water Agency staff, with assistance from consultants on some areas of impact analysis. A draft EIR is anticipated to be released in 2014.

#### **Interim Flow Changes**

To slow declines in Lake Mendocino, on December 19, the Water Agency petitioned the State Water Board to allow the Water Agency to use Lake Mendocino storage levels to determine water supply conditions in the upper river. On December 31<sup>st</sup>, the State Water Board issued the new TUC order granting the Water Agency's request. As of January 1, under the new TUC, the minimum flow in the upper Russian River is 25 cfs. The period of the order is January 1- June 29, 2014, although on March 7, the State Water Board amended the order to include new terms, including a drought action plan (submitted to the State Water Board on 3/28) and an update on activities on water use efficiency due October 31.

#### **Public Outreach, Reporting & Legislation**

- The Water Agency is working with contractors through the Sonoma-Marín Saving Water Partnership on an ad campaign messaging: The Drought is on. Turn Water Off.
- A community meeting is scheduled for Monday, May 12 in Dry Creek.
- A community meeting will take place in Monte Rio on June 2 to discuss estuary activities this summer.



*Juvenile Chinook salmon in the new backwater constructed on Dry Creek*



**MEMORANDUM**

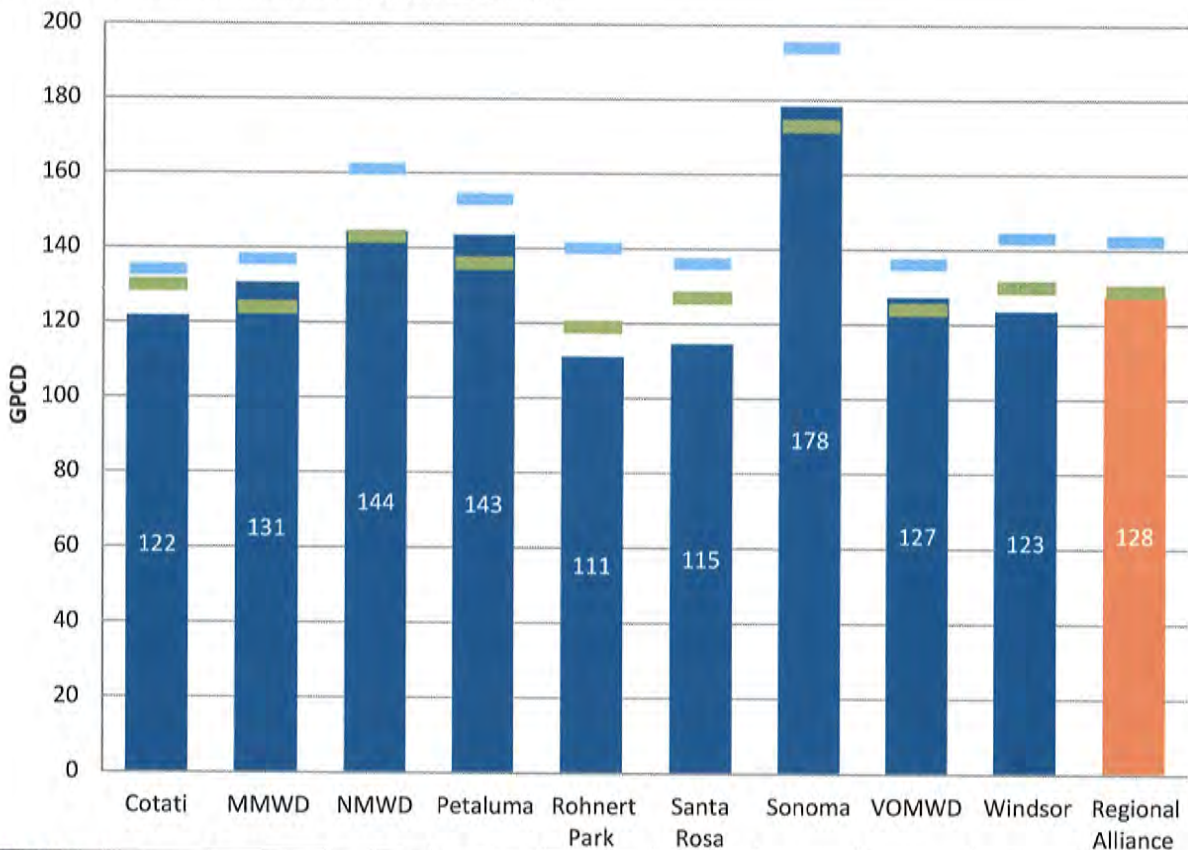
**To: Chris DeGabriele, Technical Advisory Committee Chair**  
**From: Carrie Pollard, Principal Program Specialist, Water Agency**  
**Subject: UPDATED 2013 Gallon per Capita per Day (GPCD)**

**May 1, 2014**

On May 18, 2011 DWR was notified that a regional alliance has been formed between and among the cities of Santa Rosa, Rohnert Park, Sonoma, Cotati, Petaluma, Town of Windsor and North Marin, Marin Municipal and Valley of the Moon Water Districts to comply with SBx7-7, the Water Conservation Act of 2009. The regional alliance was formed pursuant to the Department of Water Resources Methodologies for Calculating Baseline and Compliance Urban Per Capita Water Use because the parties receive water from a common water wholesale supplier, the Sonoma County Water Agency.

The Sonoma-Marín Saving Water Partnership established a regional commitment to work collaboratively on the implementation of appropriate water use efficiency programs. The Partnership is the mechanism used for tracking each water contractor’s individual progress towards SBx7-7 compliance and to track the regional status on an annual basis.

The graph and table below show the reported 2013 GPCD, the 2015 Target and the 2020 Target for each water contractor and the region as whole.



	Cotati	MMWD	NMWD	Petaluma	Rohnert Park	Santa Rosa	Sonoma	VOMWD	Windsor	Regional Alliance
2013 GPCD	122	131	144	143	111	115	178	127	123	128
2015 Target	134	137	161	153	140	136	194	136	143	142
2020 Target	130	124	143	136	119	127	173	124	130	129

21

**DISBURSEMENTS - DATED APRIL 17, 2014**

Date Prepared:4/15/14

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


<u>Seq</u>	<u>Payable To</u>	<u>For</u>	<u>Amount</u>
1	Abold, Delores	Novato "Washer Rebate" Program	\$50.00
2	Allied Electronics	Battery for Security Camera	48.88
3	Alpha Analytical Labs	Lab Testing (Novato Area)	48.00
4	Athens Administrators	March Workers' Comp Admin Fee	1,000.00
5	Bay Area Barricade Service	Signs (Pick up After Your Dog) (4) & 18" Traffic Cones (10) (\$71)	136.26
6		Cafeteria Plan: Uninsured Medical Reimbursement	1,804.00
7	Brandel, Arna	Novato "Toilet Rebate" Program	169.99
8	Bynum, Darrell	Refund Security Deposit on District Apartment	500.00
9	Calif Public Health Services	T2 Certification Renewal (Reischmann (10/14-10/16) (Budget \$60)	60.00
10	California State Disbursement	Wage Assignment Order	1,018.50
11	CalPERS Retirement System	Pension Contribution PPE 4/15/14	61.53
12	Candia, Silvina	Novato "Washer Rebate" Program	50.00
13	Carlomagno, Joe	Novato "Washer Rebate" Program	50.00
14	Costco Wholesale	Coffee (\$22), USB Flash drives (6) (\$59) & Photos (10) (Eng)	86.60
15	Cummings Trucking	Rock (65 yds)	2,287.61
16	Diggs, James	Retiree Exp Reimb (April Health Ins)	1,017.68
17	Dumont, Jean	Novato "Toilet Rebate" Program	100.00
18	Eberhart Software Consulting	Transfer of ABRA/Accounting Software Upgrade to New Server	720.65


Seq	Payable To	For	Amount
19	Emery, Jon	Novato "Toilet Rebate" Program	100.00
20	Funes, Nidia Maria	Novato "Toilet Rebate" Program	100.00
21	Golden Gate Petroleum	Gasoline (\$3.85/gal) & Diesel (\$3.72/gal)	4,032.18
22	Grainger	Drill Bits (6), Calibration Gas (2) (\$106) & Batteries (48-AAA, 36 'D' & 48-AA)	160.99
23	Groeniger	Meter Box, Lid & Concrete Extension (\$170)	482.65
24	Haas, Michael	Novato "Washer Rebate" Program	50.00
25	Hello Direct	Telephone Headset (Kessler)	266.69
26		Cafeteria Plan: Uninsured Medical Reimbursement	73.90
27	Krusinski, Clyde	Novato "Toilet Rebate" Program	200.00
28	Lincoln Life	Deferred Compensation PPE 4/15/14	12,645.87
29	Marinscope	Public Hearing Notice for Novato Water Shortage Contingency Plan (3/26/14)	144.00
30	Matchette, Tim	Retiree Exp Reimb (April Health Ins)	349.23
31	Microtech Scientific	Tryptic Soy & Laurel Sulfate Broth (\$167) (Lab)	232.60
32	Moore, Doug	Retiree Exp Reimb (April Health Ins)	943.40
33	Nationwide Retirement Solution	Deferred Compensation PPE 4/15/14	1,025.00
34	Niagara Conservation	Ultra High Efficiency Toilets for Customer Give-A-Way (100)	14,999.75
35	O'Reilly Auto Parts	Wiper Fluid (6), Brake Cleaner (36-14 oz cans) (\$78), 2-Cycle Oil (12-3 oz Bottles) (\$26), Car Wash & Wheel Brush	178.65
36	Pace Supply	4" Valve Gate (\$286), Valve Keys (43) (\$1,928), Couplings (76) (\$1,271), Gaskets (30) (\$74), Hydrant Extensions (4) (\$318), Nipples (17) (\$1,126), Reducers (5) (\$116), 4" Certa-Lok Pipe (300) (\$2,653) & Flanges (3) (\$140)	7,912.11
37	Phelps, Peggy	Novato "Cash for Grass" Program	400.00

Seq	Payable To	For	Amount
38	Pini Hardware	Electrical Supplies (\$87), Primer, Paint (\$115), Check Valve, Caulk, Masking Tape, Hardware, Alkaline Battery (STP), Flashlight Batteries, Cleaning Supplies, Spray Bottle for Disinfection, Vent, Fan Screen, & Irrigation Coupling	303.34
39	Pratchenko, Paul & Margie	Novato "Washer Rebate" Program	50.00
40	PVS Minibulk	Sodium Hypochlorite (998 gal) (STP)	1,527.62
41	Red Wing Shoe Store	Safety Boots (Jeff & Joe Corda)	372.76
42	Reischmann, Marc	Registration Fee for Lab Workshop @ CWEA Conference	165.00
43	Roberts, Renee	Retiree Exp Reimb (April Health Ins) (\$349) & Administrative Services (\$137) (3/25, 4/1/14) (Balance Remaining on Contract \$13,113)	486.73
44		Cafeteria Plan: Childcare Reimbursement	159.27
45	Schunk, Peter	Novato "Toilet Rebate" Program	100.00
46	Sequoia Safety Supply	Leather Gloves (12) (\$75), Latex Gloves (600) (\$80), Safety Glasses (12) (\$40) & Ibuprofen (100)	200.90
47	Shirrell Consulting Services	April Dental Insurance Administration Fee	288.15
48	Sibrian, Carlos & Mary	Novato "Washer Rebate" Program	50.00
49	Sonoma County	Registration for Pest Seminar (Cilia) on 5/20/14	75.00
50	Stompe, Brad	Exp Reimb: iPhone Case (\$49) & Snacks for Safety Meeting (\$16)	65.02
51	Syar Industries	Asphalt (6 yds)	781.64
52	T-Shirt Underground	Drought T-shirts for Staff Working Outreach Events (8)	156.00
53	United Parcel Service	Delivery Service: Sent Two Backflow Testers for Calibration	26.64
54	US Bank	March Safekeeping Fee-Treasury Securities (\$61) & Transaction Fees (\$80)	141.00

Seq	Payable To	For	Amount
55	Verizon California	Telephone Charges: Leased Lines	136.73
56	VWR International	Storage Solution for Probe (\$71) & pH Buffers (3) (\$253) (STP)	324.23
57	Weigel, Anna	Novato "Washer Rebate" Program	50.00
58	Wise, Thomas	Novato "Washer Rebate" Program	50.00
<b>TOTAL DISBURSEMENTS</b>			<b><u>59,016.75</u></b>

The foregoing payroll and accounts payable vouchers totaling \$59,016.75 are hereby approved and authorized for payment.

 \_\_\_\_\_  
 Auditor-Controller Date 4/15/14

 \_\_\_\_\_  
 General Manager Date 4/15/2014

## DISBURSEMENTS - DATED APRIL 24, 2014

Date Prepared: 4/15/14

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 4/15/14	\$114,054.62
EFT*	US Bank	Federal & FICA Taxes PPE 4/15/14	\$48,662.19
EFT*	State of California	State Tax & SDI PPE 4/15/14	\$8,398.59
1	Able Tire & Brake	Tires (7) ('09 JD Backhoe - \$3,217, '08 F250 - \$181, '10 F150 - \$414 & '07 Trailmax Trailer - \$825)	4,637.08
2	AC3	Annual Boom/Crane Certifications (4)	1,000.00
3	Aderson-Gram, Janice	Novato "Cash for Grass" Program	150.00
4	Agile Business & Technology	Timesheet Enhancements (\$2,996), Installed Sage 100 v2013 on Server (\$390), Research for New Enhancements, Programming to Replace Payroll Modifications & Upgrade MAS 90 (\$467) & Modified Visual Integrator (\$292) (Less Credit Received \$643)	3,505.00
5	ALLDATA	Online Access to Manufacturer Service Manuals for Vehicles (Budget \$1,550)	1,500.00
6	American Family Life Ins	April Employee Contribution for Accident, Disability & Cancer Insurance	4,195.49
7	Angelich, Mark	Refund Overpayment on Closed Account	56.99
8	Arata, Diane	Refund Overpayment on Open Account	101.47
9	AT&T	Telephone Charges: Leased Lines	63.30
10	AT&T	Telephone Charges: DSL & Leased Lines	216.91
11	Bank of Marin	Bank of Marin Loan Principal & Interest (Pymt 30 of 240)	46,066.67
12	Bascara, Lourdes	Novato "Toilet Rebate" Program	200.00
13	Borges & Mahoney	pH Probe & Preventative Maintenance Kit (STP)	499.70



Seq	Payable To	For	Amount
14	Breeze, Bette	Novato "Toilet Rebate" Program	200.00
15	CalPERS Retirement System	Pension Contribution PPE 4/15/14	48,239.49
16		Vision Reimbursement	108.99
17	Coreene, Stefan	Novato "Washer Rebate" Program	50.00
18	CSW/Stuber-Stroeh Engineering	Engineering Services: AEEP MSN (Balance Remaining on Contract \$2,012)	25,777.58
19	Evoqua Water Technologies	Service on Deionization System	438.85
20	Farwest Corrosion Control	Reference Cell Ends Caps (2)	83.76
21	Fenton, Kathleen	Novato "Toilet Rebate" Program	100.00
22	Gomez, Manuel	Novato "Washer Rebate" Program	50.00
23		Vision Reimbursement & Cafeteria Plan: Uninsured Medical Reimbursement	140.99
24	Grainger	Tool Tote (\$55), Bucket Organizer, Paint Storage Cabinets (3) (\$3,554), Ice Bags (1,000) (\$108) & Multi-Gas Detectors (3) (\$2,283)	6,017.40
25	Gross, James	Novato "Toilet Rebate" Program	200.00
26	IDI-Dupont	Sodium Chlorite (43,490 lbs) (STP)	28,561.00
27	InfoSend	March Processing Fee for Water Bills (\$1,498) & Postage (\$4,304)	5,802.03
28	Ketron, Russ	Novato "Washer Rebate" Program	50.00
29	LabChem	Sodium & Nitrite Standards (Lab)	73.22
30	Lemos, Robert	Novato "Toilet Rebate" Program	100.00
31	Little, Carl	Novato "Toilet Rebate" Program	100.00
32	Maltby Electric	Conduit Fittings (22)	17.24
33	McLellan, WK	Misc Paving (Novato Area)	8,330.52
34	MegaPath	DSL Internet Service (4/12-5/12/14)	142.88
35	Minkiewicz, Janet & Bruce	Novato "Washer Rebate" Program	50.00

Seq	Payable To	For	Amount
36	Mira, Hector	Novato "Toilet Rebate" Program	200.00
37	Neuhaus, Jack & Valery	Refund Overpayment on Closed Account	386.92
38	NMWD Employee Association	Employee Dues 2/15/14 - 3/31/14	900.00
39	Novato, City of	Moratorium Fee: Street Repair Hyd #165 - Cambridge Street	500.00
40	Nygren, Charles	Refund Overpayment on Closed Account	14.53
41	On Line Resource	Refund Payment - Unable to Locate Account	100.00
42	Pace Supply	5/8" x 3" Bolts (400) (\$927) & Copper Gaskets (100) (\$154)	1,082.09
43	Park, Yong	Novato "Toilet Rebate" Program	300.00
44	NMWD Petty Cash	Petty Cash Reimbursement: Safety Bucks (\$33), Mileage (\$28), Lab Supplies, Safety Snacks & Bridge Tolls (\$17)	107.89
45	Pratchenko, Paul & Margie	Novato "Toilet Rebate" Program	200.00
46	Revoir, James	Refund Deposit - New Development Water Conservation Restriction	1,000.00
47	Ritchie, Donna	Novato "Cash for Grass" Program	315.00
48	Roberts, Frank	Novato "Toilet Rebate" Program	100.00
49	Rudy, Richard	Novato "Toilet Rebate" Program	200.00
50	Sanders, Shannon	Refund Overpayment on Closed Account	22.04
51	Sonoma County Water Agency	March Contract Water	329,803.55
52	Stanpac	Glass Bottles for Customer Give-A-Ways (1,344)	2,328.76
53	Staples Business Advantage	Wood Frames (10) (\$58) (STP) & Copy Paper (Letter - \$216) (60 reams) & (Tabloid - \$48) (5 reams)	321.21
54		Cafeteria Plan: Uninsured Medical Reimbursement	103.60
55	The Professional Tree Care	AEEP B3 Tree Removal (Balance Remaining on Contract \$1,582)	16,026.74



## DISBURSEMENTS - DATED MAY 1, 2014

Date Prepared: 4/29/14

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	Automation Direct	RTU Repair Parts (5)	\$415.00
2	Backflow Distributors	Backflow Test Kit, Repair & Calibration (\$936) & Replacement Backflow Devices (4) (\$416)	1,353.94
3	Baker, Jack	May Director's Fee (\$400) & North Bay Watershed Association Conference on 4/11/14 (\$200)	600.00
4	CalTrans	Feb - March 2014 AEEP Betterments (Progress Pymt #6)	26,037.10
5	California State Disbursement	Wage Assignment Order	1,018.50
6	CalPERS Health Benefits	Health Insurance Premium (Employees \$51,349, Retirees \$10,734 & Employee Contrib \$9,882)	71,964.75
7	Cole-Parmer Instrument	Ball Valves (4) (STP)	60.53
8	Core Utilities	Consulting Services: March IT Support (\$5,000), Modify PRTP Program, Install New Radios for Telemetry Project, Program Radios for RTU & Deer Island RWF Scada (\$2,700), Lockbox (\$250) & Online Water Use Graph & Calculator (\$1,275)	9,225.00
9	Covello Group	Construction Management Services: RW Exp South Service Area Phs 2 (Balance Remaining on Contract \$3,023)	460.00
10	Environmental Express	Filters (1,000) (Lab)	325.07
11	Evoqua Water Technologies	Service on Deionization System	300.82
12	Fast Signs	"Irrigated With Well Water" Signs (10)	218.72
13	Fraites, Rick	May Director's Fee (\$400) & Northbay Watershed Assoc Conference on 4/11/14 (\$200)	600.00


Seq	Payable To	For	Amount
14	GHD	Engineering Services: NMWD Aqueduct Relocation Project (Balance Remaining on Contract \$47,978)	2,406.00
15	Ghilotti Bros	Refund Security Deposit on Hydrant Meter Less Final Bill	835.84
16	Golden Gate Petroleum	Gasoline (\$3.84/gal) & Diesel (\$3.79/gal)	5,977.56
17	Grainger	Pesticide Storage Cabinet (\$708), Welding Wire (2 lbs), Pipe Sealant (10-8oz cans) (\$132), Anti-Seize Compound (10-8oz cans) (\$184) & Rip Claw Hammers (2)	1,081.25
18	Greene, Stefan	Novato "Washer Rebate" Program	50.00
19	Groeniger	Nipples (21) (\$58), Unions (3) (\$101), 3/4" Meter Boxes (60) (\$1,112) & Hydrant Extensions (2)	1,453.62
20	Home Depot	Tape Measures (10)	108.17
21	Integra Chemical	Dechlorination Tablets (70 lbs) (STP)	1,187.50
22	Kane, Barbara	Replacement Check - Original Washer Rebate "Lost in Mail"	50.00
23		Cafeteria Plan: Uninsured Medical Reimbursement	2,500.00
24	L & J Technologies	Replacement Float & Target for Crest Tank	554.15
25	Lincoln Life	Deferred Compensation PPE 4/30/14	12,720.87
26		Cafeteria Plan: Childcare Reimbursement	416.66
27	Marin County Recorder	Lien Release Fee for Rudnick Estates Project	26.00
28	McMaster-Carr Supply	Electrical Cord Connectors (6) (\$45) & Batteries for Emergency Exit Lights (2)	77.85
29	Mutual of Omaha	May Group Life Insurance Premium	697.34
30	Nationwide Retirement Solution	Deferred Compensation PPE 4/30/14	1,025.00
31	Neopost USA	Quarterly Postal Meter Rental	223.18
32	New Pig	30" Drain Cover/Blocker (STP) (\$451) & Absorbent Mats (2) (\$178)	629.46

Seq	Payable To	For	Amount
33	Niagara Conservation	Ultra High Efficiency Toilets for Customer Give-a-Way (100)	14,999.75
34	Novato Disposal Service	March Trash Removal	419.94
35	Novato Sanitary District	Annual Deer Island Lease	20.00
36	Novato Unified School District	Clean Exhaust Filter ('99 Int'l Dump Truck)	250.00
37	Novato Police Dept	Telephone Answering Services (Feb-April)	600.00
38	Office Depot	Post-its (94) (\$76), Bookends, Laserpaper (1,000), Labels (7,000) (\$100), Rubber bands, Address Book, Drafting Template, Exacto Knife Blades (15), Desk Chairs (2) (\$576) (Grisso & Freeman), Pens (132) (\$132), Envelopes, Letter Holder, File Folder Fasteners (200), Power Strips (2) (\$59), CD's (50) (\$48), Mousepad Wrist Support & Keyboard Tray (\$180)	1,665.84
39	PDM Steel Service Centers	Reinforcing Steel for STP Shop Door Modification	448.68
40	Peterson Trucks	Air Brake Hose (6') & Fittings	39.83
41	Petterle, Stephen	May Director's Fee	400.00
42	Point Reyes Light	Public Hearing Notice for Emergency Water Conservation Ordinance 29 (3/30/14)	100.00
43		Cafeteria Plan: Childcare Reimbursement & Uninsured Medical Reimbursement	265.63
44	Roberts, Frank	Refund Overpayment on Open Account	2,483.25
45	Rodoni, Dennis	May Director's Fee (\$400), WAC/TAC Coordinating Meeting on 3/27/14 & 4/7/14 (\$400)	800.00
46	Schoonover, John	May Director's Fee Less Deferred	350.00
47	Sequoia Safety Supply	Brief Relief Urine Bags (100) (\$231), Poison Oak Cleanser (4-12 oz Bottles) & Safety Gloves (100)	290.05
48	Sonoma County	Registration Fee: Pest Control Seminar (Stafford)	75.00
49	Spencer, Sharon	Replacement Check - Original Toilet Rebate "Lost in Mail"	100.00

Seq	Payable To	For	Amount
50	SPG Solar	Energy Delivered Under Solar Services Agreement (3/1-3/31/14)	9,762.76
51	Strahm Communications	Printing & Processing of 2014 West Marin Waterline (900) (\$1,446) & Print & Mail Novato Rate Increase Letter (\$6,596) (18,500)	8,042.14
52	St Thomas Construction	Refund Security Deposit on Hydrant Meter Less Final Bill	557.75
53	TelePacific	Telephone Charges: Direct-in-Dial Lines	389.88
54	United Rentals	Competent Person Training Class (Const, Maint & Treatment Plant) (15 Employees)	1,125.00
55	Waste Management	Trash Dumping (Misc Debris)	136.21
56	White & Prescott	Engineering Services: City of Novato Water Line Easement & Proposed Borok Water Line Easement (Bal Remaining on Contract \$20,765)	240.00
<b>TOTAL DISBURSEMENTS</b>			<b><u>\$188,161.59</u></b>

The foregoing payroll and accounts payable vouchers totaling \$188,161.59 are hereby approved and authorized for payment.

 4/29/14  
 Auditor-Controller Date

 4/29/2014  
 General Manager Date



# NORTH MARIN WATER DISTRICT CHECK REQUEST

PAYEE RICK FRAITES	
50 Forrest Rd	DATE <u>04/15/14</u> (TODAY'S DATE)
Novato, CA 94947	AMOUNT: \$200.00

I attended the N.B.W.A. 2014 Conference on 04/11/14  
(NAME OF MEETING OR WORKSHOP) (DATE OF MEETING)

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

*Richard Fraites*

SIGNATURE

CHARGE TO: 56001-01-11


<p><b><u>DISPOSITION OF CHECK</u></b></p> <p><input checked="" type="checkbox"/> MAIL TO PAYEE</p> <p><input type="checkbox"/> HOLD FOR _____</p> <p><input type="checkbox"/> OTHER _____</p> <hr/> <p>APPROVED TO PAY BY _____</p> <p style="font-size: small; margin-top: 20px;">T:\FORMS\CHECK REQUEST FOR BOARD.DOC REV. 0213</p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%; padding: 2px;">Prepared By</td> <td style="width: 15%; padding: 2px;">Accounting Review</td> <td style="width: 15%; padding: 2px;">POST DATE</td> <td style="width: 15%; padding: 2px;">Vendor No.</td> <td rowspan="2" style="width: 40%; text-align: center; padding: 5px;"> </td> </tr> <tr> <td style="height: 20px;"></td> <td style="height: 20px;"></td> <td style="height: 20px;"></td> <td style="padding: 2px;">FRAI02</td> </tr> </table> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 5px;"> <tr> <th style="width: 30%; padding: 2px;">Invoice Number (CK Req ID)</th> <th style="width: 20%; padding: 2px;">Invoice (CK Req) Date</th> <th style="width: 50%; padding: 2px;">Invoice (CK Req) Amount</th> </tr> <tr> <td style="padding: 2px;">CKRQ</td> <td style="padding: 2px;"></td> <td style="text-align: right; padding: 2px;">\$200.00</td> </tr> </table> <div style="border: 1px solid black; padding: 5px; margin-top: 5px;"> <p style="font-size: small;">NMWD Comment</p> <hr/><hr/><hr/><hr/><hr/><hr/> </div> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 5px;"> <thead> <tr> <th style="width: 30%; padding: 2px;">Job Number</th> <th style="width: 40%; padding: 2px;">GL Account</th> <th style="width: 30%; padding: 2px;">Amount</th> </tr> </thead> <tbody> <tr> <td style="padding: 2px;"></td> <td style="text-align: center; padding: 2px;">56001-01-11</td> <td style="text-align: right; padding: 2px;">\$200.00</td> </tr> <tr> <td style="padding: 2px;"></td> <td style="padding: 2px;"></td> <td style="padding: 2px;"></td> </tr> <tr> <td style="padding: 2px;"></td> <td style="padding: 2px;"></td> <td style="padding: 2px;"></td> </tr> <tr> <td style="padding: 2px;"></td> <td style="padding: 2px;"></td> <td style="padding: 2px;"></td> </tr> <tr> <td colspan="2" style="text-align: right; padding: 2px;"><b>TOTAL</b></td> <td style="text-align: right; padding: 2px;"><b>\$200.00</b></td> </tr> </tbody> </table>	Prepared By	Accounting Review	POST DATE	Vendor No.					FRAI02	Invoice Number (CK Req ID)	Invoice (CK Req) Date	Invoice (CK Req) Amount	CKRQ		\$200.00	Job Number	GL Account	Amount		56001-01-11	\$200.00										<b>TOTAL</b>		<b>\$200.00</b>
Prepared By	Accounting Review	POST DATE	Vendor No.																															
			FRAI02																															
Invoice Number (CK Req ID)	Invoice (CK Req) Date	Invoice (CK Req) Amount																																
CKRQ		\$200.00																																
Job Number	GL Account	Amount																																
	56001-01-11	\$200.00																																
<b>TOTAL</b>		<b>\$200.00</b>																																

# NORTH MARIN WATER DISTRICT CHECK REQUEST


PAYEE DENNIS RODONI	
P.O. Box 872	DATE <u>4/1/14</u> <small>(TODAY'S DATE)</small>
Pt. Reyes Station, CA 94956	AMOUNT: \$200.00

I attended the WAC/RAE Coordinating Meeting on 3/27/14  
(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

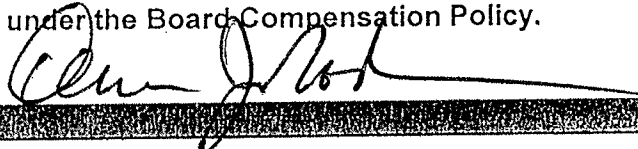
<b>DISPOSITION OF CHECK</b>  <input type="checkbox"/> MAIL TO PAYEE <input type="checkbox"/> HOLD FOR _____ <input checked="" type="checkbox"/> OTHER: <u>ACH PAYMENT</u>	Prepared By	Accounting Review	POST DATE	Vendor No.	 NORTH MARIN WATER DISTRICT																		
				RODO01																			
	Invoice Number (CK Req ID)	Invoice (CK Req) Date	Invoice (CK Req) Amount																				
	CKRQ		\$200.00																				
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding: 5px;">NMWD Comment</td> </tr> <tr><td style="padding: 5px;"> </td></tr> <tr><td style="padding: 5px;"> </td></tr> <tr><td style="padding: 5px;"> </td></tr> <tr><td style="padding: 5px;"> </td></tr> </table>						NMWD Comment																	
NMWD Comment																							
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding: 5px;">Job Number</td> <td style="padding: 5px;">GL Account</td> <td style="padding: 5px;">Amount</td> </tr> <tr> <td style="padding: 5px;"></td> <td style="padding: 5px; text-align: center;">56001-01-11</td> <td style="padding: 5px; text-align: right;">\$200.00</td> </tr> <tr><td style="padding: 5px;"> </td><td style="padding: 5px;"> </td><td style="padding: 5px;"> </td></tr> <tr><td style="padding: 5px;"> </td><td style="padding: 5px;"> </td><td style="padding: 5px;"> </td></tr> <tr><td style="padding: 5px;"> </td><td style="padding: 5px;"> </td><td style="padding: 5px;"> </td></tr> <tr> <td colspan="2" style="padding: 5px; text-align: right;"><b>TOTAL</b></td> <td style="padding: 5px; text-align: right;"><b>\$200.00</b></td> </tr> </table>						Job Number	GL Account	Amount		56001-01-11	\$200.00										<b>TOTAL</b>		<b>\$200.00</b>
Job Number	GL Account	Amount																					
	56001-01-11	\$200.00																					
<b>TOTAL</b>		<b>\$200.00</b>																					
<table style="width: 100%;"> <tr> <td style="width: 70%; padding: 5px;">APPROVED TO PAY BY _____</td> <td style="width: 30%;"></td> </tr> </table>						APPROVED TO PAY BY _____																	
APPROVED TO PAY BY _____																							
<small>t:\forms\check request for board.doc Rev. 0213</small>																							

# NORTH MARIN WATER DISTRICT CHECK REQUEST

PAYEE DENNIS RODONI	DATE <u>4/11/14</u>
P.O. Box 872	(TODAY'S DATE)
Pt. Reyes Station, CA 94956	AMOUNT: \$200.00

I attended the WAC TAC meeting in Santa Rosa on 4/17/14  
(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	 <small>NORTH MARIN WATER DISTRICT</small>
			RODO01	
Invoice Number (CK Req ID)	Invoice (CK Req) Date	Invoice (CK Req) Amount		
CKRQ		\$200.00		
(NMWD) Comment				
Job Number	GL Account	Amount		
	56001-01-11	\$200.00		
TOTAL		\$200.00		

MEMORANDUM

To: Board of Directors

May 2, 2014

From: Nancy Williamson, Senior Accountant

Subj: Information – FY14 3<sup>rd</sup> Quarter Labor Cost Report

t:\aclword\memo\14\3rdqtr labor cost rpt.doc

**RECOMMENDED ACTION:** Information Only

**FINANCIAL IMPACT:** None

Attached in graphical format is a five-year comparative summary of total labor cost (Attachment A), overtime cost (Attachment B) and temporary employee cost (Attachment C) expended during each fiscal year. Also attached is a summary of total labor cost vs. budget (Attachment D), which shows that labor cost was 4.2% under budget through the 3<sup>rd</sup> quarter of the fiscal year. Total labor cost increased \$153,066 (3.1%) from the prior year, same period.

Department	Increase / (Decrease) in Labor Cost vs prior FY	% Change
Administration	(\$33,293)	(2.5%)
Engineering	\$30,718	3.3%
Operations/Maint	\$54,078	2.9%
Construction/Maint	\$101,563	11.7%
Net Increase/(Decrease)	\$153,066	3.1%

Comment on Change from Prior Year

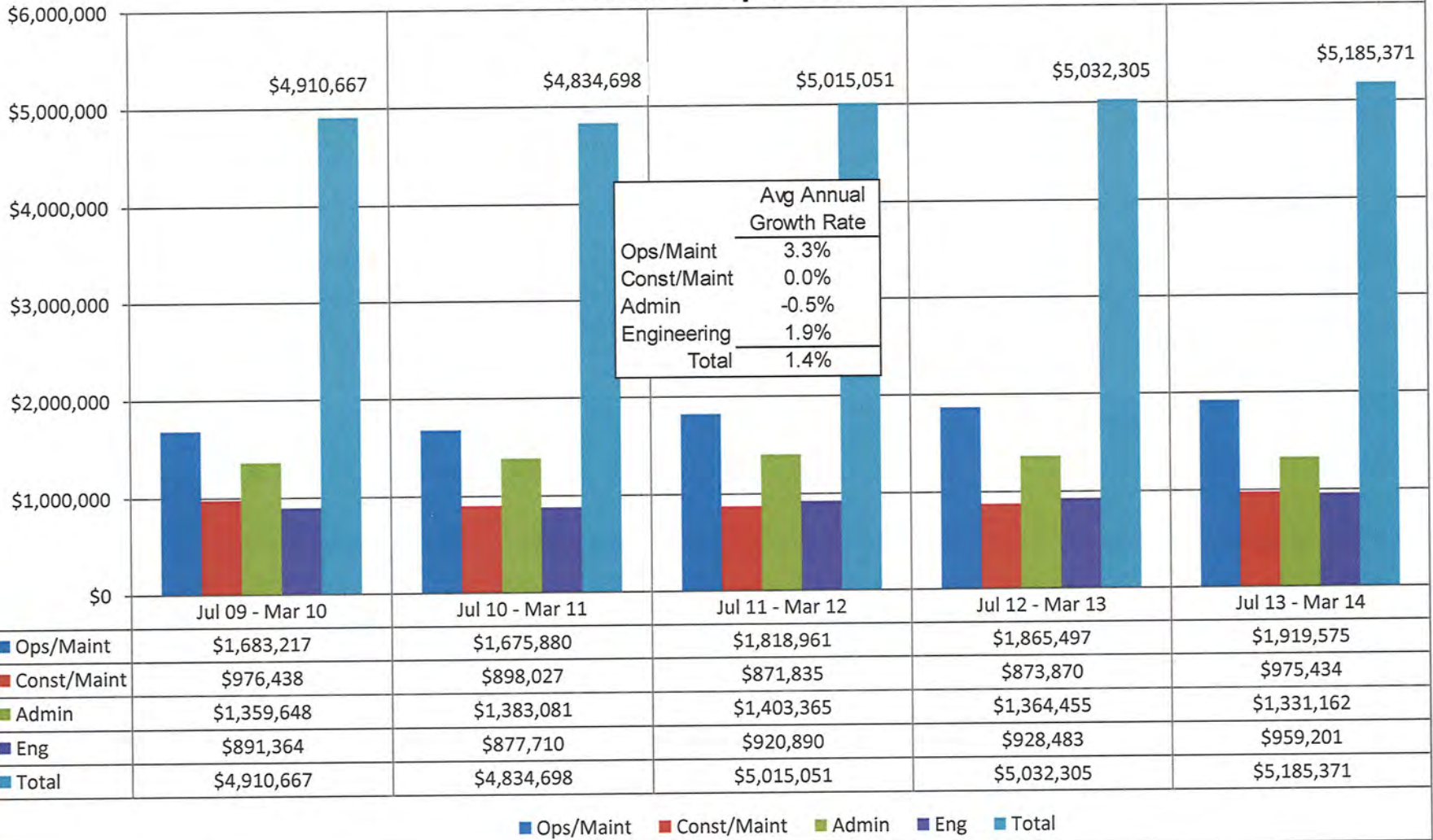
**Administration:** Labor Cost decreased \$33,293, or 2.5%. The decrease is primarily due to the retirement of Renee Roberts on December 28, 2012 and that position being combined with the Administrative Assistant position, as well as the elimination of an Accounting/Credit Clerk position with Mary Ann Dowden's November 30, 2012 retirement. This decrease was offset by a 1.76% COLA effective 10/1/13, two step-increases, and an increase in the use of temporary labor and overtime to cover for Darrell Bynum's 3-month absence.

**Engineering:** Labor Cost increased \$30,718, or 3.3%. The increase is primarily due to a 1.76% COLA effective 10/1/13.

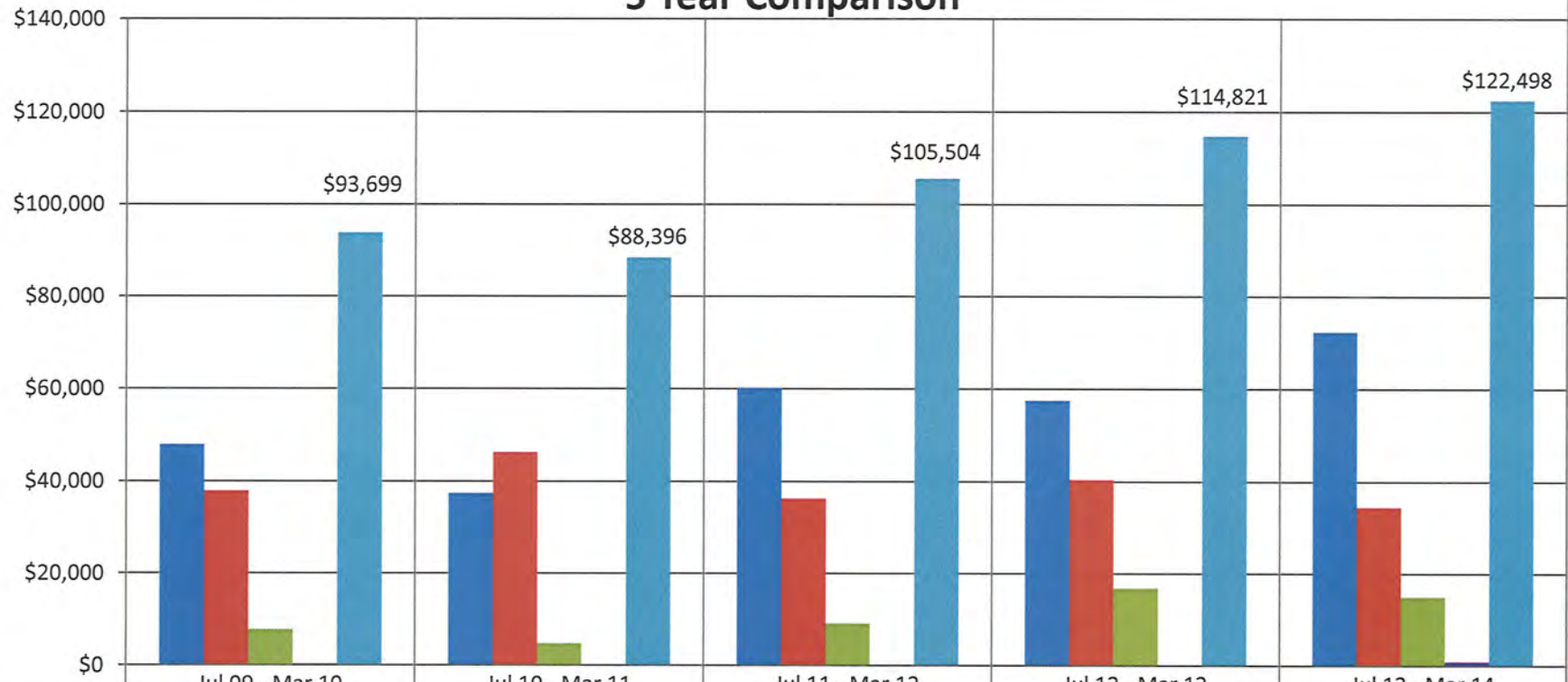
**Operations/Maintenance:** Labor Cost increased \$54,078, or 2.9%. The increase is primarily due to five step-increases, the aforesaid 1.76% COLA, and an increase in both temporary labor and overtime expense.

**Construction/Maintenance:** Labor Cost increased \$101,563, or 11.7%. The increase is due to six step-increases, the 1.76% COLA, and by an increase of 973 hours (11%) worked (via employment of two seasonal temps (695 hour increase) as well as a 230 hour reduction in the amount of leave time taken compared to the prior year same period).

## Total Labor Cost NMWD Fiscal Year through March 5 Year Comparison



## Overtime Cost NMWD Fiscal Year through March 5 Year Comparison

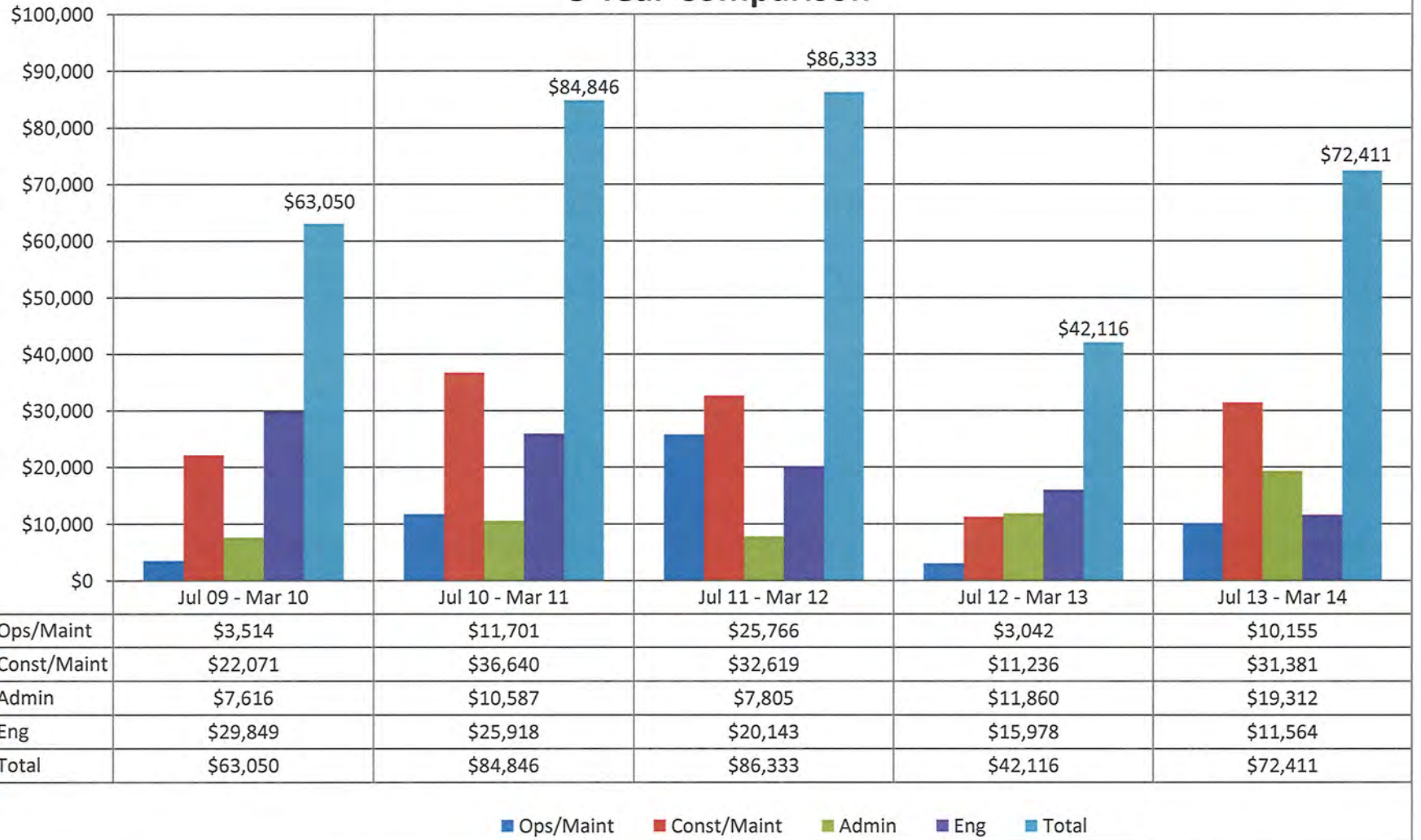


■ Ops/Maint	\$47,818	\$37,421	\$60,172	\$57,447	\$72,234
■ Const/Maint	\$37,854	\$46,209	\$36,204	\$40,334	\$34,350
■ Admin	\$7,780	\$4,766	\$9,129	\$16,822	\$15,005
■ Eng	\$248			\$219	\$910
■ Total	\$93,699	\$88,396	\$105,504	\$114,821	\$122,498

■ Ops/Maint   ■ Const/Maint   ■ Admin   ■ Eng   ■ Total



## Temporary Employee Cost NMWD Fiscal Year through March 5 Year Comparison

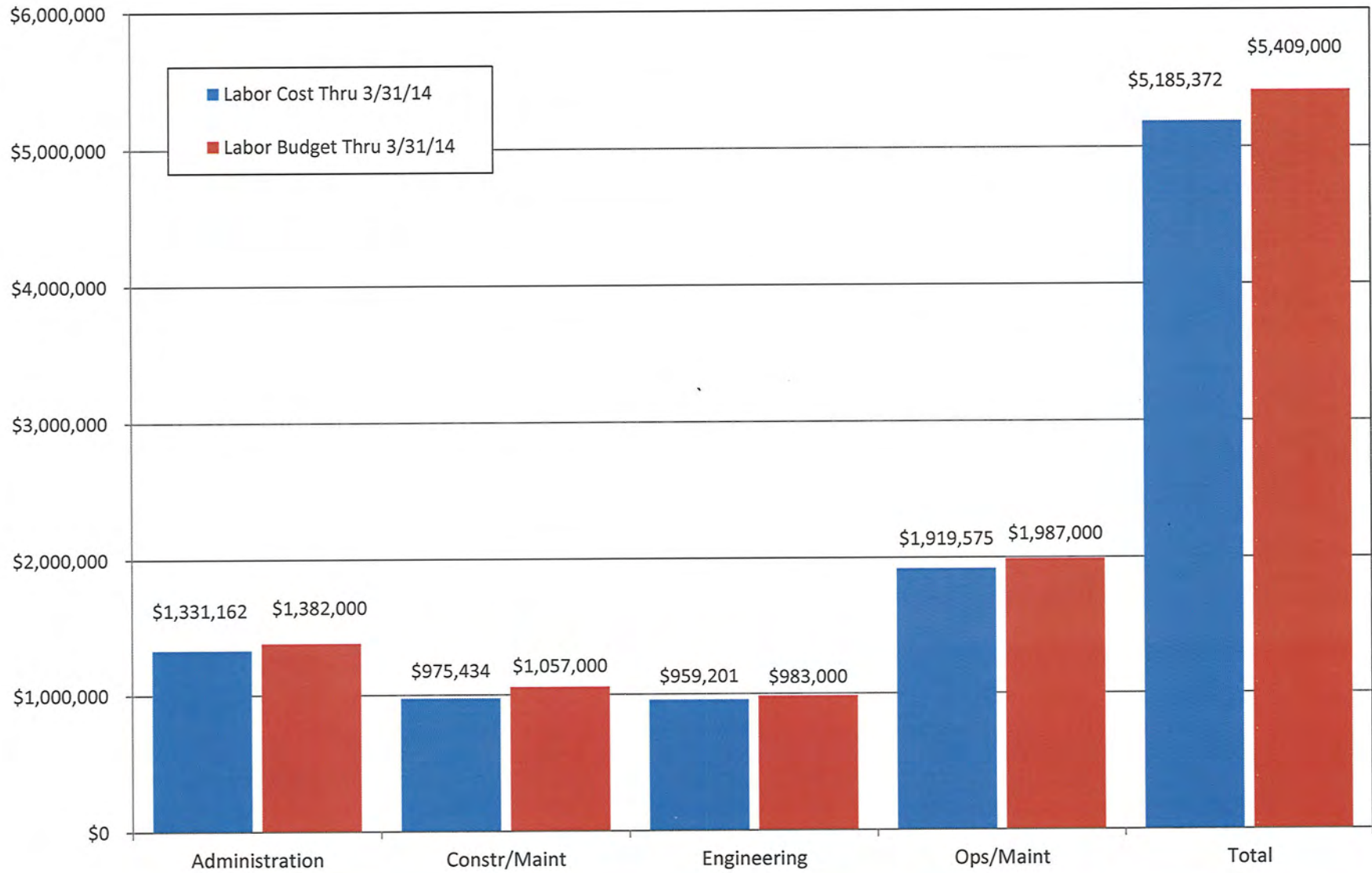




5/2/14

t:\finance\hrs\labor cost compared to budget fy14\salary chart.xls

### Total Labor Cost vs. Budget NMWD Fiscal year through March



## MEMORANDUM

To: Board of Directors May 2, 2014  
From: Dianne Landeros, Accounting Supervisor  
Subject: Presentation of GFOA Certificate of Achievement for Excellence in Financial Reporting  
t:\finance\audit\audit13\bod gfoa award fy13.doc

**RECOMMENDED ACTION:** Information Only

**FINANCIAL IMPACT:** None

The Government Finance Officers Association (GFOA) has awarded the District a Certificate of Achievement for Excellence in Financial Reporting for our comprehensive annual financial report (CAFR) for fiscal year ended June 30, 2013. This is the fifth consecutive year the District has received this award. The GFOA states that this Certificate of Achievement is the highest form of recognition in governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management. The brass medallion commemorating the award will be added to the plaque displayed in the District lobby.

The following staff members made significant contributions to this CAFR: Chris DeGabriele, David Bentley, Dianne Landeros, Nancy Holton, and Nancy Williamson.



Government Finance Officers Association  
203 N. LaSalle Street - Suite 2700  
Chicago, IL 60601

Phone (312) 977-9700 Fax (312) 977-4806

RECEIVED

APR 07 2014

April 3, 2014

North Marin Water District

Rick Fraites  
President of Board of Directors  
North Marin Water District  
PO Box 146  
Novato CA 94948

Dear Mr. Fraites:

We are pleased to notify you that your comprehensive annual financial report for the fiscal year ended **June 30, 2013** qualifies for a Certificate of Achievement for Excellence in Financial Reporting. The Certificate of Achievement is the highest form of recognition in governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management.

The Certificate of Achievement plaque will be shipped to:

**Dianne Landeros**  
**Accounting/HR Supervisor**

under separate cover in about eight weeks. We hope that you will arrange for a formal presentation of the Certificate and Award of Financial Reporting Achievement, and that appropriate publicity will be given to this notable achievement. A sample news release is enclosed to assist with this effort. In addition, details of recent recipients of the Certificate of Achievement and other information about Certificate Program results are available in the "Awards Program" area of our website, [www.gfoa.org](http://www.gfoa.org).

We hope that your example will encourage other government officials in their efforts to achieve and maintain an appropriate standard of excellence in financial reporting.

Sincerely,  
Government Finance Officers Association

Stephen J. Gauthier, Director

Technical Services Center

SJG/ds



Government Finance Officers Association  
203 N. LaSalle Street - Suite 2700  
Chicago, IL 60601

Phone (312) 977-9700 Fax (312) 977-4806

04/03/2014

NEWS RELEASE

For Information contact:  
Stephen Gauthier (312) 977-9700

(Chicago)--The Certificate of Achievement for Excellence in Financial Reporting has been awarded to **North Marin Water District** by the Government Finance Officers Association of the United States and Canada (GFOA) for its comprehensive annual financial report (CAFR). The Certificate of Achievement is the highest form of recognition in the area of governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management.

An Award of Financial Reporting Achievement has been awarded to the individual(s), department or agency designated by the government as primarily responsible for preparing the award-winning CAFR. This has been presented to:

**Accounting Department, North Marin Water District**

The CAFR has been judged by an impartial panel to meet the high standards of the program including demonstrating a constructive "spirit of full disclosure" to clearly communicate its financial story and motivate potential users and user groups to read the CAFR.

The GFOA is a nonprofit professional association serving approximately 17,500 government finance professionals with offices in Chicago, IL, and Washington, D.C.

## MEMORANDUM

To: Board of Directors  
From: Dianne Landeros, Accounting/HR Supervisor  
Subj: Baywork Executive Committee  
t:\finance\memos\bod baywork executive committee.docx

May 2, 2014

**RECOMMENDED ACTION:** None

**FINANCIAL IMPACT:** None

At the March 4, 2014 meeting, the Board was informed that the District became a signatory of Baywork, a consortium of Bay Area water and wastewater utilities working together to ensure that we will have the reliable future workforce needed to serve our customers and protect the environment. Upon joining Baywork I was asked to serve on the Executive Committee, and I accepted. This Committee is composed of representatives from the signatory agencies and provides ongoing planning and oversight of the Baywork programs and initiatives. The meetings are approximately 1.5 hours monthly rotating at various agencies around the Bay. I will attend most of the meetings via conference call.



April 9, 2014

Mr. Chris DeGabriele  
General Manager  
North Marin Water District  
P.O. Box 146  
Novato, CA 94948

RECEIVED  
APR 11 2014  
North Marin Water District

Dear Mr. DeGabriele,

I'm writing to provide a brief status report on what we've accomplished together this year. Some highlights are below:

- BAYWORK now has 23 signatories-- 20 water/wastewater agencies, 2 professional associations (Cal/Nevada AWWA and the California Water Environment Association), and the Bay Area Community College Consortium;
- The BAYWORK Open House held in February provided information on careers in the water/wastewater industry to about 300 students and job-seekers;
- BAYWORK members have provided 24 presentations on water/wastewater careers, and have distributed outreach materials in 58 venues;
- We've conducted both a North Bay and East Bay Workshop on Wheels to educate staff on innovations in water/wastewater/recycling (with a South Bay tour scheduled for June 4<sup>th</sup>);
- We provided a How-To Workshop on Successful Internships;
- We are updating outreach materials to reflect updated compensation figures; and
- We created a BAYWORK Facebook page, and have added a career page on Wastewater Collections System Operators to our website.

This has been the busiest year in BAYWORK's history, due to the contributions of BAYWORK signatories. This is reflected in increased hits to BAYWORK's website, increased use of the Jobs and Internships posting function, and the attached articles on BAYWORK activities.

Our annual strategic planning process has been a key to our success, and our Executive Committee is beginning work on proposed initiatives for FY 2014-2015. Please let us know if there are initiatives you would like to see included on the list.

Sincerely,

A handwritten signature in cursive script that reads "Cheryl Davis".

Cheryl Davis,  
BAYWORK Chair

cc: Dianne Landeros

# BAYWORK Signatories

Alameda County Water District

Bay Area Community College Consortium

California-Nevada Section of the American Water Works Association

Central Contra Costa Sanitary District

City of Hayward

City of San Jose

City of Sunnyvale

Contra Costa Water District

Delta Diablo Sanitation District

Dublin San Ramon Services District

East Bay Municipal Utility District

Marin Municipal Water District

Napa Sanitation District

North Marin Water District

North Coast County Water District

Oro Loma Sanitary District

San Francisco Public Utilities Commission

San Jose Water Company

Santa Clara Valley Water District

Union Sanitary District

West Valley Sanitation District

Zone 7 Water Agency



# BAYWORK Website Usage

April 2014

(Reporting Period: July 1, 2013 through March 31, 2014)

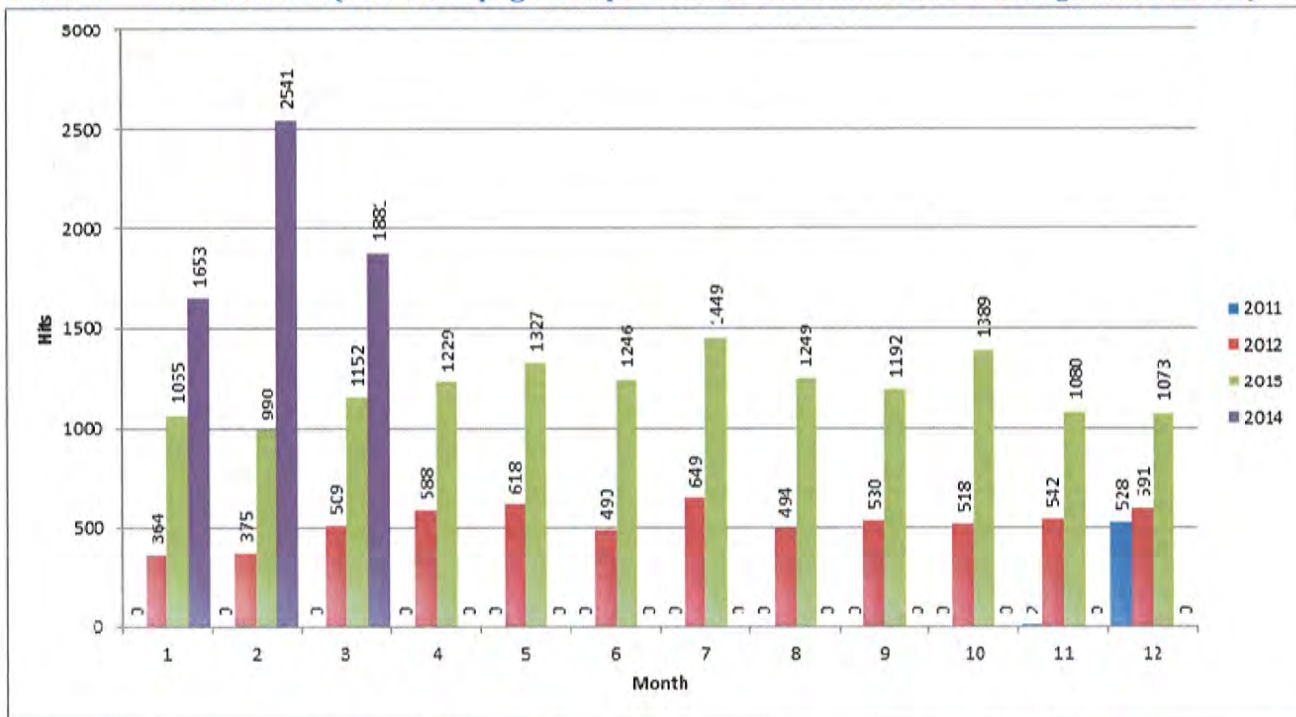
## Audience Overview

	Fiscal Year to Date	1st Half of Fiscal Year	Change
	7/1/13 – 3/31/14	7/1/13 – 12/31/13	Green = positive trend Red = negative trend
Total Visits:	13,507	7,432	+6,075
Total Unique Visitors:	9,665	5,376	+4,289
Pageviews:	50,358	27,126	+23,232
Pages/Visit:	3.74	3.65	+0.09
Average Visit Duration:	00:03:14	00:03:06	+00:00:08
% Leave After One Page:	44.57%	44.93%	-0.36
% New Visits:	69.97%	69.89%	+0.08
Average Visits per Month:	1,501	1,238	+263

## Posts on Website

Page	Total Agencies that Posted	Total Posts	Participating Agencies
Jobs and Internships Page	13	124	ACWD, CCCSD, CCWD, DDS, SDRSD, EBMUD, SCVWD, SFPUC, SJ, SJWC, Sunnyvale, USD, Zone 7
Training Bulletin Board	2	5	CA-NV AWWA, SJWC

## Visitors - Traffic Pattern (Total Webpage Hits per Month - December 2011 through March 2014)



### Site Visitors - Top Ten Countries

Country / Territory	Visits	Pages / Visit	Avg. Visit Duration (min)	% New Visits	% Leave After One Page
United States	10,665	4.30	3.80	64.15%	36.28%
India	551	1.58	1.10	95.64%	75.14%
Canada	204	1.80	1.28	87.25%	70.10%
(not set)	191	1.61	1.57	91.62%	75.92%
Philippines	135	1.48	1.20	99.26%	78.52%
United Kingdom	134	1.38	0.43	98.51%	83.58%
Australia	94	1.64	0.55	91.49%	73.40%
South Africa	74	2.07	1.53	95.95%	62.16%
United Arab Emirates	71	1.38	0.75	91.55%	83.10%
Saudi Arabia	62	1.71	1.38	93.55%	66.13%

### Site Visitors - Top Ten Cities within US

City	Visits	Pages / Visit	Avg. Visit Duration (sec)	% New Visits	% Leave After One Page
San Francisco	2,016	5.11	5.15	51.29%	32.84%
San Jose	1,167	4.67	4.48	58.61%	25.79%
(not set)	446	2.04	1.62	86.10%	69.96%
Oakland	357	5.11	4.42	71.15%	28.57%
Fremont	236	3.86	3.35	43.64%	36.86%
Los Angeles	182	4.54	3.87	66.48%	45.60%
San Rafael	146	4.21	2.30	76.03%	28.77%
Sacramento	144	5.62	4.73	69.44%	22.22%
Berkeley	116	3.82	3.00	62.07%	44.83%
Sunnyvale	112	4.70	3.28	59.82%	27.68%

### Top Ten Pages Visited

Page	Page Views	Unique Page Views	Avg. Time on Page (sec)	Entrances at this Page	% Leave After One Page	% Exit at this Page
Baywork   Bay Area Water/Wastewater Workforce Development (Home Page)	8,916	6,481	59	6,278	21.04%	24.92%
Careers   Baywork	5,102	3,428	44	368	32.88%	13.64%
Jobs and Internships   Baywork	3,645	2,228	43	573	42.93%	22.61%
Find Training Locations   Baywork	2,135	1,297	80	80	45.00%	18.74%
Find Employers   Baywork	2,067	1,537	92	227	59.47%	35.99%
Electronic Maintenance Technician/Instrument Technician   Baywork	1,922	1,576	148	1,122	80.04%	59.89%
Wastewater Treatment Operator   Baywork	1,873	1,453	106	271	68.27%	27.60%
Water Treatment Operator   Baywork	1,818	1,343	111	358	60.34%	30.20%
Resources   Baywork	1,691	1,102	41	41	29.27%	10.11%
Instrumentation and Control (I&C) Engineer   Baywork	1,365	1,182	131	1,076	84.20%	76.56%



## Over 300 attended BAYWORK Open House in February

By Kory Loucks-Powell

Over 300 students and job-seekers from as far away as the Sacramento area attended the BAYWORK Open House at the San Francisco Public Utilities Commission Headquarters on Wednesday, February 19<sup>th</sup>. The event was organized by the SFPUC and BAYWORK with 12 Bay Area utilities and the California-Nevada American Water Works Association represented.



Michael Carlin, San Francisco Public Utilities Commission Deputy General Manager and Chief Operating Officer, spoke to job-seekers at the BAYWORK Open House on February 19, 2014. Over 300 people attended the event, where 12 Bay Area utilities including the SFPUC and the California-Nevada American Water Works Association were represented.

BAYWORK is a collaborative of 19 water and wastewater utilities, two professional associations, and the Bay Area Community College Consortium, working together to ensure workforce reliability. - See more at: <http://baywork.org>.

Michael Carlin, the SFPUC Deputy General Manager and Chief Operating Officer, addressed the job-seekers about the opportunities within the water and wastewater industry, citing anticipated job openings due to anticipated retirements. He observed that the SFPUC is a stable organization because it generates funds separate from taxes.

"We look for the rising stars," Carlin stated. "Be motivated. A lot of people have advanced to very high levels by being motivated." After the event Carlin said, "It was great. There was a really good turnout. It's great to see."

Presentations for youth and adults throughout the evening focused on mission-critical jobs in the water and wastewater industry. Speakers and topics included a welcome and introduction by Steve Currie, SFPUC Community Benefits Workforce Development Director; Skilled trades work by Steve Dennis, Alameda County Water District Emergency Services and Security Supervisor; and engineering work in the water and wastewater industry by Annie Li, Senior Engineer, SFPUC Water Supply and Treatment Division.

Catherine Curtis, SFPUC Employment and Training Specialist, also gave a demonstration of the BAYWORK website, while Erin Tooch, Personnel Analyst, SFPUC Human Services Division, spoke about job hunting tips for jobs in the public sector.



The BAYWORK Open House at the SPUC lobby on February 19, 2014.

Phillip Chung of San Francisco and Haleemah Qureshi from Berkeley were impressed by the youth presentation. "There is a lot of influx of jobs coming in," Chung, who is studying engineering in college, said. "I think that they are going in the right direction recruiting high school students this early."

Qureshi, who is also in college studying engineering, agreed, saying that she thought the presentation was educational and interesting. "When I was in high school they didn't have a program like this," she said. "It was interesting to see high school students thinking that far ahead. It will be useful if there is a big gap coming up and they are going to need to fill all those jobs."

During the evening, Carl Luckenbill, Chief Learning Officer with the SFPUC, told those in attendance to remember the number 54. "54 is the percentage of people who are eligible to retire for the SFPUC in the next 5 years," Luckenbill said, "and as the economy continues to improve, more jobs will become available."

Cheryl Davis, BAYWORK Chairperson, told the job-seekers that there are many different kinds of jobs in the utility industry. "Utilities are almost like cities," Davis said. "We have so many different kinds of classifications, from accounting to administrative positions, and on our website we have job and internship listings." Catherine Curtis, SFPUC Employment and Training Specialist, agreed, saying the BAYWORK.org website "has treasure trove of information for people who are looking for work."



Hong Lam and Songrid Borriuxsaraban are attending the College of San Mateo and are hoping to get jobs working as electronic control technicians when they graduate. They both said that they enjoyed the BAYWORK Open House. "It's great," Lam said. "It opened our horizons to different water districts. I didn't know we had the many water districts in the Bay Area."

Rhonda Johnson Comte found out about the Open House through the Mission Hiring Hall in San Francisco and is studying to get her construction administration certificate. "It's fabulous," she said of the Open House. "It's so encouraging to see something like this, where people are understanding what opportunities there are in environmental protection and conservation. It feels like a niche that many people may be skilled and qualified to work in, but didn't consider as a career track. It think for all the people who have been here, some great opportunities will come out of it."

Samuel Smith from Citrus Heights came from the Sacramento area to see what opportunities there are for Operator in Training positions. Smith is currently an OIT at the Deer Creek Facility and is taking classes at the Folsom Lake College-El Dorado. He learned about the Open House on the BAYWORK.org website, which he uses regularly to find out about water and wastewater jobs, as well as events such as this one.



Over 300 job-seekers met with 12 Bay Area utilities and the California-Nevada American Water Works Association at the BAYWORK Open House on February 19, 2014. BAYWORK has 22 signatories (19 water/wastewater utilities, 2 professional associations, and the Bay Area Community College Consortium).

Smith said it is important to preserve and to meet with as many agencies as possible. His teachers and others in the industry also encouraged Smith to take advantage of any postings and open houses that are offered. "Don't be shy," Smith said. "You've got to apply for everything, so that is what made me drive all the way down here to check out these facilities."

Steve Dennis, Emergency Services and Security Supervisor with the Alameda County Water District, one of the five speakers who gave presentations throughout the evening, said he enjoyed the experience. "The mission of BAYWORK is really to get the message out to the people," Dennis said. "We bring the industry to the people and let them have a chance to understand what it would be like to have an opportunity to work in the water and the wastewater industry. I had people who all wanted to be there

on their own behalf. They weren't forced to be there. I got a lot of people asking questions afterwards. It was time well spent in my book."

Erin Tooch, Personnel Analyst with the SFPUC Human Services Division, told the job-seekers that getting a job in the public sector is different than the private sector, and often takes longer than expected. "On average it takes 200 days to go through the application process," Tooch said. "It can be daunting, but it is so worthwhile, so don't be discouraged."

Jaime Juarez, Greg Mitchell, and Anthony Tatum, came together from Pittsburg where they had worked in the printing industry for 30 years before the business closed. Now they are looking for new opportunities. "The plant that we worked for shut down so collectively we are looking for other jobs," Mitchell said. "I got a lot of information that otherwise I wouldn't have gotten, so it was worth taking the time to come down here."

Juarez said that he was surprised at the amount of opportunities available in water and wastewater in the Bay Area. "There are just a lot of jobs in this line of work available to us at very decent pay," he said. Tatum agreed, adding, "I wish I had known about this 10 or 15 years ago. It works for me."





# SOURCE

CALIFORNIA-NEVADA SECTION AWWA

Volume 28 • Number 2

Spring 2014

## Carlsbad Seawater Desalination Plant on Target for 2016 Start-up

LADWP's Jim McDaniel Talks DPR

Hydroturbines + PRVs Generate Onsite Power

### IN THIS ISSUE

A Tribute to Pankaj Parekh  
Interstate Water Banking

BAYWORK's Workshop on Wheels





## BAYWORK's Workshop on Wheels: A New Approach to Technical Training

By Cheryl Davis

One of the greatest challenges facing water and wastewater treatment operators today is that the facilities, technologies, equipment and regulations they work with are in a state of continuous change. Experienced operators may be fully qualified yet unprepared to maintain and complete familiar tasks such as disinfection in a different way or complete entirely new tasks as utilities move into new areas such as recycled water and waste-to-energy conversion.

BAYWORK is a consortium of Bay Area water and wastewater utilities working together in the area of workforce reliability. Our training and education philosophy is to package training in a form that is appealing to the audience we want to reach. We supplement this commitment by encouraging additional communication and information-sharing among people performing mission-critical jobs in the water industry. Combining these

## North Bay Workshop on Wheels



*Revolutionary Flow Control.  
That's the American Way.*

*Made in America by AMERICAN.*

**AMERICAN**  
FLOW CONTROL  
THE RIGHT WAY

american-usa.com  
1-800-326-8051



goals, we have initiated a new approach to help water and wastewater operators learn about innovations in water and wastewater treatment consistent with our commitment to assure staff in mission-critical job categories have the information they need to do quality work.

Every year BAYWORK completes a strategic planning process to develop initiatives and performance measures for the coming year. The BAYWORK Executive Committee selects a menu of proposed options and the managers of signatory agencies review them, select the ones they consider will be the most productive and make their own suggestions. One idea that evolved during the strategic planning process for FY 2013-2014 was to offer training sessions geared to water and wastewater treatment operators, and do it in a way that recognizes staff in these jobs would generally prefer to learn about something in person and up close rather than hear about it in a classroom setting. We combined this idea with one of BAYWORK's funda-

mental strategies, which is to foster procedural innovation so that staffing resources can be used more efficiently, then researched innovations at Bay Area water and wastewater utilities and then developed a program that provided an opportunity for operators to see these innovations in action.

The resulting *Workshop on Wheels* model includes the following components

- Research on innovations at Bay Area water and wastewater treatment agencies.
- Tours to observe these innovations in action with visits to multiple sites in a single day.
- Support for ongoing information-sharing.

To date, BAYWORK has sponsored two traveling workshops, a North Bay Workshop on Wheels in November 2013 and an East Bay Workshop on Wheels in March 2014. A South Bay Workshop on Wheels is planned for late spring 2014. Participants in the November 2013 were able to observe a

wide range of cutting-edge water use, water treatment and energy creation technologies, including:

- Treating Wastewater for Non-Potable Use (Las Gallinas Valley Water District)
- Serving Recycled Water for Innovative Uses (Marin Municipal Water District)
- Dechlorination of Effluent Using Engineered Wetland (City of Petaluma)
- Actiflo Process and Chlorine Dioxide (North Marin Water District)
- Food Waste to Energy (Central Marin Sanitation Agency)

The 2013 tour also included presentations on management aspects of water and wastewater treatment, including asset management planning (Ross Valley Sanitation District) and the use of BAYWORK's On-Line Forum.

The fast-paced tour was open to staff of any water or wastewater utility at no cost. The tours of the facilities held participants' interest, while time on the bus allowed opportunities

Continued on page 26

Available from  
our plants in:  
California  
Colorado  
Texas

## PREMIER SILICA

### Colorado Silica Sand®

**Ask for it by name!**

**Colorado Silica Sand® offers you the following features:**

- *Washed, cleaned and dried*
- *90% to 99% quartz grains*
- *UC ≤ 2.5*
- *Well-rounded grains*
- *Precise sizing*
- *Meets AWWA A100 water well specification*
- *Meets AWWA B100 filtration specification*
- *NSF/UL Std-61 certified*

For more information visit [www.premiersilica.com](http://www.premiersilica.com).  
salesinfo@premiersilica.com • 800-947-7263

## 48<sup>th</sup> ANNUAL WESTERN STATES CORROSION SEMINAR

May 6-8, 2014

WESTERN STATES CORROSION SEMINAR

Fundamentals Session  
Intermediate Session  
Advanced Session

CATHODIC PROTECTION RECTIFIER COURSE

CATHODIC PROTECTION TESTER RECOGNITION COURSE

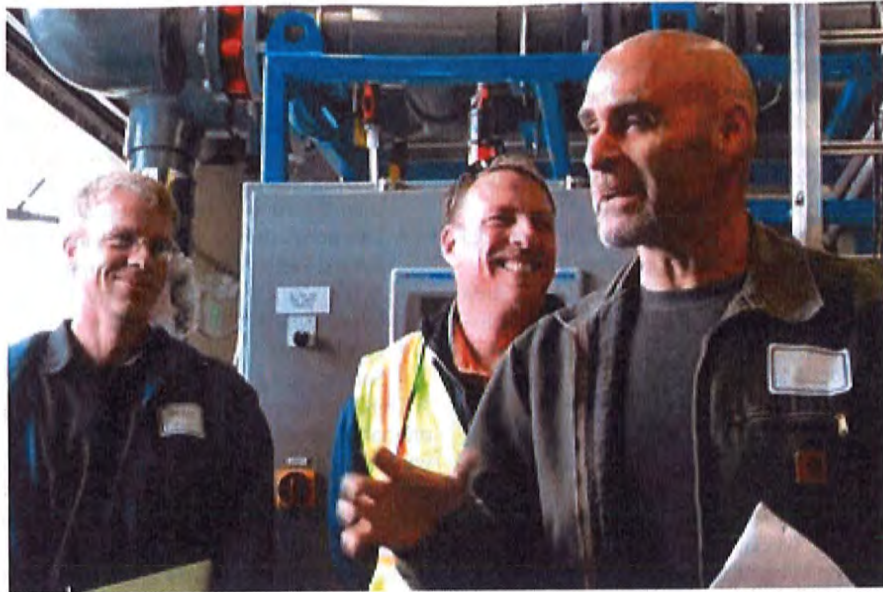
Western States Corrosion Seminar was founded in 1966 as a non-profit educational program. It has included some of the foremost experts in the field of corrosion control. Whether your field is pipelines, cables or tanks, underground or aboveground, internal or external, there is a presentation by an expert that could benefit you and your organization. Instructors are available for one-on-one discussions and are happy to discuss your problems. The seminar is held in a relaxed atmosphere that encourages discussion. Don't miss this opportunity to network with professionals, develop helpful contacts, and exchange ideas and experiences with your counterparts in the world of corrosion control. Up to 14.5 Contact Hours are available.

Register by April 28th

Kellogg West Conference Center and Lodge  
California State Polytechnic University, Pomona

Visit our website at  
[www.westernstatescorrosion.org](http://www.westernstatescorrosion.org)  
or contact us at  
**949-326-3051**





Matt Pierce, City of Petaluma, and Chris Finton, Central Marin Sanitation Agency, listen as Water Treatment Operator Gary Wettstein talks about as Gallinas Valley Sanitary District's wastewater treatment process for non-potable reuse on the BAYWORK North Bay Workshop on Wheels North.

Baywork, continued from page 25

for networking. Participants included water and wastewater managers, supervisors, operators and community college students. Since one purpose of the program is to encourage ongoing information-sharing, participants were encouraged to identify facilities they would like to visit again for further information and recommend prospective tour guides they would like to have speak at their own facilities. Some follow-up interactions have already occurred based on the North Bay tour.

Participants were encouraged to identify facilities they would like to visit again for further information and recommend prospective tour guides they would like to have speak at their own facilities.

Many workshop participants were surprised that it was possible to get useful information from so many agencies in a single day. Alexandre Miot, an engineer from San Francisco Public Utilities Commission, observed that the people

Continued on page 33

# RELY ON UL

## for Your Drinking Water Testing Needs

Turn to UL for the analytical expertise expected from the most comprehensively certified drinking water laboratory in the country. A 70,000 sqft. facility, and more than 20 years of experience, provides the confidence that all testing will meet all applicable monitoring requirements.

**Let us help you with your UCMR 3, Phase 2 and CEC analysis. Mention this Resource Guide to receive 10% off your next order! Get started now—call 1.559.326.4396**

[UL.COM/WATER](http://UL.COM/WATER)



UL and the UL logo are trademarks of UL LLC ©2012 BDI 21104

**PITTSBURG  
TANK & TOWER  
MAINTENANCE CO., INC.**

**SAVE!  
We have a crew in  
YOUR AREA!**

Inspections	Repair	New & Used	Tanks
Wet	In Service Cleaning	Relocation	Elevated
Dry	Paint	Erection	Underground
ROV	Insulation	Dismantles	Ground Storage

ROV inspections can be viewed on TV console during inspection & DVD provided. All inspections include bound reports, recommendations and cost estimates.

**Vicky Caudill**  
270-826-9000 Ext. 107  
[www.watertank.com](http://www.watertank.com)



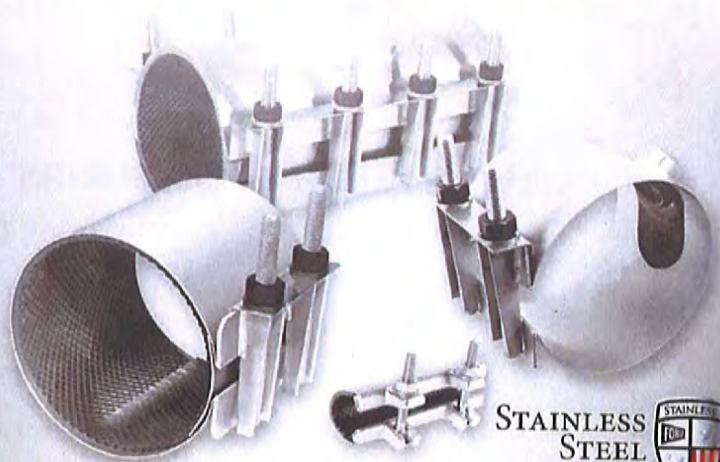
Baywork, continued from page 26

hosting the North Bay tour were very well-prepared and professional and that it had benefited him to learn from the experience of other agencies.

Once all three planned *Workshop on Wheels* tours have been completed, BAYWORK will evaluate the project and publish a report on its website, including information on water and wastewater treatment innovations and an assessment of the effectiveness of this technical training approach. Presentations, photographs and videos from the North Bay Workshop on Wheels have already been posted to the website and can be viewed from the Resources page at <http://baywork.org/resources>. Staff from water or wastewater agencies who would like to be invited to the South Bay Workshop on Wheels should contact me at [ckd@sfwater.org](mailto:ckd@sfwater.org). And please check out our resource rich website: [www.baywork.org](http://www.baywork.org)

## Stainless Steel Products

Superior Quality – Superior Protection



STAINLESS  
STEEL  
by Ford Meter Box

[www.fordmeterbox.com](http://www.fordmeterbox.com)



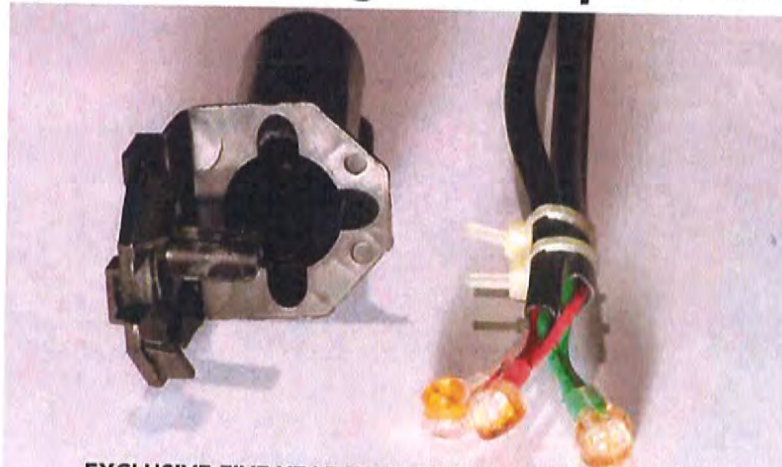
APOGEE

Want to advertise  
in the next issue of  
**SOURCE?**

Contact Kathleen Pishotta at  
888.371.4933 or [kathleen@  
apogeepublications.com](mailto:kathleen@apogeepublications.com)



## Connector Kings Field Splice Kits



**EXCLUSIVE FIVE YEAR WARRANTY! MADE IN THE USA**

*Exclusive inversion conversion kit eliminates the possibility of moisture corroding wire leads.*

**MAKE YOUR AMR/AMI, TRANSMITTER CONVERSIONS, &  
FIELD SPLICES SEAMLESSLY. OUR SPLICE KITS OUTLIVE  
THE COMPONENTS THEY CONNECT.**

**Over 45 Million Installed Worldwide!**

**1-800-822-6608**







Charles Little (from left) and Steve Hanes with the SFPUC listen to Bill Sadler, Water Facilities Supervisor at the Zone 7 Water Agency in Livermore discuss their process of salt management using Mocho groundwater demineralization at the BAYWORK East Bay Workshop on Wheels March 11, 2014.

## **The BAYWORK Workshop on Wheels tour of the East Bay saw innovations at seven locations on March 11**

By Kory Loucks-Powell

Over 50 water and wastewater professionals experienced a whirlwind innovation-filled day visiting seven water and wastewater facilities on March 11 at the East Bay Workshop on Wheels tour.

The free bus tour started at the City of Pleasanton Operations Center in the morning, with stops at the Zone 7 Water Agency, the Dublin San Ramon Services Center, and the SFPUC's Sunol Water Treatment Plant all before lunch. In the afternoon the tour continued to the Alameda County Water District, the Hayward Water Pollution Control Facility, ending up at the Oro Loma Sanitary District, and then back to the Pleasanton Operations Center in the afternoon.

Leo Lopez, Assistant Utilities Superintendent with the City of Pleasanton showed a video of how the city is leveraging technology to optimize operations and maintenance, and saving the city time and money. At Zone 7 Water Agency, Bill Sadler, Water Facilities Supervisor, spoke about how they remove salt from water at their Mocho Groundwater Demineralization Plant using SCADA technology to manage the complex water treatment processes.

At the Dublin San Ramon Services District, Wastewater Treatment Plant Operations Supervisor Levi Fuller discussed rehabilitation efforts to restore their sand filter performance. Next, Steve Hanes, ITS SCADA Administrator at the Sunol plant, talked about using SCADA technology to effectively manage complex water treatment processes.



After a quick box lunch at the Sunol Temple, it was off to the Alameda County Water District, where Water Treatment and Distribution Supervisor Milan Viau gave a tour of their facility and spoke about energy savings through the use of hydroelectric and control of ozone disinfection products through upstream Chloramination.

Along the way City of San Jose Chief Operations Officer Raj Singh gave a presentation on the bus about the BAYWORK On-line Discussion Forum; a place where water and wastewater professionals can meet and discuss their challenges and solutions together.



Ray Busch, Manager with the City of Hayward Water Pollution Control Facility, discusses their Biogas Cogen upgrade project at the BAYWORK East Bay Workshop on Wheels.

At the City of Hayward's Water Pollution Control Facility, Manager Ray Busch showed off their new state-of-the-art Combined Heat and Power (CHP) Jenbacher 1.137 kW generator which was recently installed. Next, Jimmy Dang, Associate at the Oro Loma Sanitary District, discussed their digester facilities upgrade project, and how the use of 3D design tools helped to improve the design stage review and construction process.

Brenda Donald, Wastewater Control Inspector with the SFPUC, said, "I think people in the water/wastewater industry are doing amazing things and are reaping huge rewards for their customers. The tour is geared for operators but certainly managers would do well to hear about the innovations in the Bay Area. The SFPUC is so far flung that it is nice to be able to get together and talk."

Being from wastewater, Donald said that the tour was instructive because she also was able to meet people in the water industry.

"I was really impressed by Alameda County Water District, and how they are generating power," Donald said. "That was really unbelievable. Benchmarking is a really big benefit. I was also impressed by the City of Hayward and how they have businesses coming to them. I would

never have known about those kind of innovations, like the ones at Alameda and Hayward, which are really cutting edge, if not for BAYWORK.”



Brenda Donald, Wastewater Control Inspector with the SFPUC, listens to Levi Fuller Wastewater Plant Operations Supervisor with the Dublin San Ramon Sanitary District, during the East Bay BAYWORK Workshop on Wheels on March 11, 2014.

Hanes also enjoyed meeting other professionals in the water and wastewater industry. “This was my first adventure,” Hanes said of the tour. “I liked the concept. I’m always fascinated by different facilities and what they are doing. As technology goes, it is constantly in flux. Innovation I believe is more about people than products. Some of these smaller outfits, like the City of Hayward, are investing a lot of money into energy-savings. It is pretty amazing.”

Hanes recommended the BAYWORK’s Workshop on Wheels tour for operators and managers too. “I think it is beneficial for all operators and managers to get a chance to get away and see other agencies and see what they are doing well,” Hanes said. “It really allows you to reevaluate what you are doing.”

The next BAYWORK Workshop on Wheels tour is slated for the South Bay in May. For more information, visit <http://baywork.org> or visit their Facebook page at [www.facebook.com/baywork](http://www.facebook.com/baywork).





## Water Shortage and Small Business: *What is coming and how to plan*



Water shortages act like a regressive tax on businesses. Small businesses that are intensive water users are especially vulnerable to supply changes, and how water utilities react to help conservation efforts. This educational gathering provides perspectives from both the water utilities in Marin County and also a panel of businesses that see water shortages from multiple angles and parts of Marin County. Please come to learn more about how small businesses are preparing for the summer of 2014 and beyond.



**Robert Eyer**  
CEO  
Marin Economic Forum




**Sam Beldona**  
Dean, School of Business and Leadership,  
Dominican University of California



**Cynthia Murray**  
President & CEO  
North Bay leadership Council

## Panelists and Industry Experts



**Chris DeGabriele**  
General Manager  
North Marin  
Water District



**Daniel Carney**  
Water Conservation Manager



**Lynn Giacomini -Stray**  
COO  
Point Reyes  
Farmstead Cheese Company



**Michael Cronin**  
COO  
EO Organics



**John Buchholz**  
Operations Manager  
Heritage Landscapes



**Nanda Schorske**  
Executive Dean of Indian Valley  
Campus and Workforce & Economic  
Development, College of Marin

**Friday, May 2, 2014**

7:30am-10:00am

Registration and Breakfast begin at 7:30am

Guzman Hall, Dominican University, 50 Acacia Avenue, San Rafael 94901

Register Now at

[www.marineconomicforum.org](http://www.marineconomicforum.org)



**News**

- [Water News](#)
- [News Releases](#)
- [ACWA eNews](#)
- [Digital ACWA News](#)
- [Voices on Water](#)
- [Photo Gallery](#)
- [Member-Sourced News](#)

**ACWA eNews**

Stay informed with our ACWA Enews!

**Email: \***

- [Subscribe](#)
- [Unsubscribe](#)

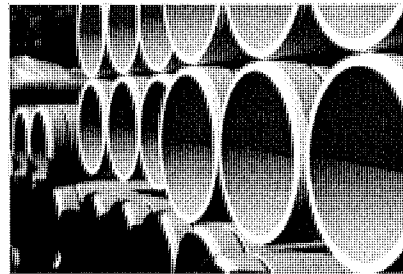


[Home](#) > [News](#) > [Water News](#)

**ACWA-Sponsored Bill on Recycled Water Pipeline Projects Headed for Hearing**

Submitted by Matt Williams on Thu, 04/10/2014 - 12:54pm in [Water News](#)

The Assembly Natural Resources Committee soon will consider AB 2417, ACWA-sponsored legislation that would cut red tape for local communities to install, maintain and operate recycled water pipelines, also known as "purple pipes."



Authored by Assembly Member Adrin Nazarian (D-Sherman Oaks), [AB 2417](#) would exempt new and existing pipeline projects — so long as they are eight miles or shorter and distribute recycled water within a public street, highway or right-of-way — from California Environmental Quality Act (CEQA) processes, helping local water agencies bring recycled water projects online more quickly.

A similar CEQA exemption already exists for oil and gas pipelines. Recycled water pipelines would continue to be subject to strict California Department of Public Health implementation guidelines.

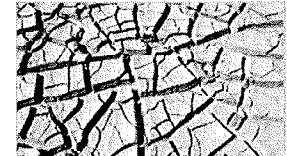
ACWA and the bill's other co-sponsors, the California Municipal Utilities Association and WaterReuse California, believe expediting the development of water recycling pipelines is one way California can augment its water supply, increase water conservation and preserve potable water for human consumption amid the state's current drought. The legislation also would help California reach its goal of an additional 1 million acre-feet of recycled water by 2020 and reduce energy costs and consumption incurred from importing water.

The state has set a goal to recycle 2.5 million acre-feet of water annually by 2030 and is mandated to recycle approximately 1.1 million acre-feet by that same year. According to [2009 data](#) from the State Water Resources Control Board, only 669,000 acre-feet of treated municipal wastewater was being reused in California.

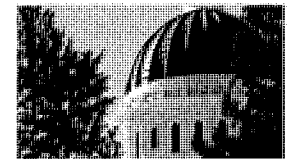
The Assembly Natural Resources Committee has not yet set a hearing date for AB 2417.

*Photo courtesy of John Loo / Palo Alto*

**Latest Water News**



**First Wave of Drought Relief Food Assistance to Hit Food Banks in Early May**



**ACWA-Supported Water Bond Bills Headed for April 29 Hearing**



**Sustainable Groundwater Management Explored at Workshop**



**Poll: Most California Voters Say Water Shortage Is Serious**

[MORE WATER NEWS »](#)

<b>About ACWA</b>	<b>Member Services</b>	<b>News</b>	<b>Advocacy</b>	<b>Water Information</b>	<b>ACWA Spotlight</b>	<b>Contact Us</b>
<a href="#">ACWA Board of Directors</a>	<a href="#">Benefits &amp; Insurance</a>	<a href="#">Water News</a>	<a href="#">Current Issues</a>	<a href="#">Climate Change</a>	<a href="#">Water for Tomorrow</a>	<a href="#">Map and Directions</a>
<a href="#">ACWA Leadership</a>	<a href="#">ACWA Conferences and Events</a>	<a href="#">News Releases</a>	<a href="#">State Legislation</a>	<a href="#">Conservation</a>	<a href="#">Save Our Water</a>	<a href="#">Staff Directory</a>
<a href="#">ACWA Committees</a>	<a href="#">Preferred Providers</a>	<a href="#">ACWA eNews</a>	<a href="#">Federal Relations</a>	<a href="#">The Delta</a>	<a href="#">California's Water</a>	<a href="#">Email Us</a>
<a href="#">ACWA Regions</a>	<a href="#">Products &amp; Publications</a>	<a href="#">Digital ACWA News</a>	<a href="#">Regulatory Affairs</a>	<a href="#">Energy</a>	<a href="#">ACWA Centennial</a>	
<a href="#">Calendar</a>	<a href="#">Awards</a>	<a href="#">Voices on Water</a>	<a href="#">ACWA Policy Principles</a>	<a href="#">Groundwater</a>	<a href="#">No Time to Waste</a>	
<a href="#">FAQ</a>		<a href="#">Photo Gallery</a>		<a href="#">Water Quality</a>	<a href="#">Value of Water</a>	



The Press Democrat

## Bucket brigade seeks to revive Dry Creek with salmon pellets

By MARY CALLAHAN THE PRESS DEMOCRAT on April 22, 2014, 3:00 AM

They're less slimy, and certainly less smelly, than a fish carcass would be. But the dry, brown pellets that biologists distributed Tuesday in a backwater channel of Dry Creek may prove to be the vitamin that once-prolific North Coast salmon streams need.

The goal is to simulate the nutritional boost that used to come from the decaying remains of adult fish, a critical natural supplement for coho and Chinook salmon, steelhead trout and other wildlife.

The approach has shown promise in the Columbia River watershed over the past few years. It produced benefits last year in several tributaries of Sonoma County's Austin Creek.

"This could be a piece in the missing puzzle of recovery," said Bob Coey, a biologist with the National Marine Fisheries Service.

The agency was among several — including the U.S. Army Corps of Engineers, the Sonoma County Water Agency and the Russian River Wild Steelhead Society — that participated Tuesday in seeding a restored area of Dry Creek just south of the Warm Springs Dam with about 125 pounds of the salmon-meal pellets.

About two dozen Geyserville Middle School students also took part in honor of Earth Day, lobbing the pellets into a man-made channel designed to slow the current and enhance the survival of juvenile salmon.

"I didn't realize there was that much of a problem," said one student, Benjamin Paine, 13.

The pellets, which resemble hardened chunks of sausage, are manufactured in Sonoma County by AquaDine, a Healdsburg fish-food company.

Made from bits of salmon tissue left over from commercial seafood processing, they are formulated for seeding creeks and rivers that once hosted abundant spawning runs.

Over thousands of years, those wild runs left behind carcasses rich in nutrients derived from the ocean, where adult salmon and steelhead spend most of their days. Juvenile fish relied on those nutrients to support their food chain, including insects and other invertebrates.

Dams, development and other human uses largely broke that cycle over the past 70 years, landing all three fish — the coho and Chinook, or "king," salmon and steelhead — on the federal Endangered Species list.

Attempts to restore the fishery at times included hauling salmon carcasses from local hatcheries miles upstream to replicate the nutritional cycle.

It was unpleasant work, Coey said. The carcasses also aren't available in sufficient quantities given the efficiency of the hatcheries, he said.

Other seeding experiments over the past two decades have tried other nutritional supplements, including dog food and fertilizers, biologists said. Pellets made from salmon tissue made their debut in the Pacific Northwest about 10 years ago.

Tony Myers, executive director of the Lower Columbia Regional Fisheries Enhancement Group in Vancouver, Wash., cautioned that cost and limits on availability of fish meal means the pellets need to be used selectively. And their results are contingent on overall watershed health and other factors that influence seasonal runs.

Early tests in Washington's Wind River resulted in young fish that were six to eight times fatter than those raised in areas that weren't seeded with the pellets, Myers said.

The recontoured stretch of Dry Creek is an ideal place to experiment, given the need to "jump-start" the ecosystem and entice bugs and other critters to take up occupancy there, said Army Corps fish biologist Peter LaCivita.

Dozens of salmon fry barely more than an inch-long were swimming in the area Tuesday.

"Where we'd like to see it go is it becomes a management tool," Coey said of the seeding. "We could even get it to the point where it's required mitigation in certain areas."

You can reach Staff Writer Mary Callahan at 521-5249 or [mary.callahan@pressdemocrat.com](mailto:mary.callahan@pressdemocrat.com).

They're less slimy, and certainly less smelly, than a fish carcass would be. But the dry, brown pellets that biologists distributed Tuesday in a backwater channel of Dry Creek may prove to be the vitamin that once-prolific North Coast salmon streams need.

The goal is to simulate the nutritional boost that used to come from the decaying remains of adult fish, a critical natural supplement for coho and Chinook salmon, steelhead trout and other wildlife.

The approach has shown promise in the Columbia River watershed over the past few years. It produced benefits last year in several tributaries of Sonoma County's Austin Creek.

"This could be a piece in the missing puzzle of recovery," said Bob Coey, a biologist with the National Marine Fisheries Service.

The agency was among several — including the U.S. Army Corps of Engineers, the Sonoma County Water Agency and the Russian River Wild Steelhead Society — that participated Tuesday in seeding a restored area of Dry Creek just south of the Warm Springs Dam with about 125 pounds of the salmon-meal pellets.

About two dozen Geyserville Middle School students also took part in honor of Earth Day, lobbing the pellets into a man-made channel designed to slow the current and enhance the survival of juvenile salmon.

"I didn't realize there was that much of a problem," said one student, Benjamin Paine, 13.

The pellets, which resemble hardened chunks of sausage, are manufactured in Sonoma County by AquaDine, a Healdsburg fish-food company.

Made from bits of salmon tissue left over from commercial seafood processing, they are formulated for seeding creeks and rivers that once hosted abundant spawning runs.

Over thousands of years, those wild runs left behind carcasses rich in nutrients derived from the ocean, where adult salmon and steelhead spend most of their days. Juvenile fish relied on those nutrients to support their food chain, including insects and other invertebrates.

Dams, development and other human uses largely broke that cycle over the past 70 years, landing all three fish — the coho and Chinook, or “king,” salmon and steelhead — on the federal Endangered Species list.

Attempts to restore the fishery at times included hauling salmon carcasses from local hatcheries miles upstream to replicate the nutritional cycle.

It was unpleasant work, Coey said. The carcasses also aren't available in sufficient quantities given the efficiency of the hatcheries, he said.

Other seeding experiments over the past two decades have tried other nutritional supplements, including dog food and fertilizers, biologists said. Pellets made from salmon tissue made their debut in the Pacific Northwest about 10 years ago.

Tony Myers, executive director of the Lower Columbia Regional Fisheries Enhancement Group in Vancouver, Wash., cautioned that cost and limits on availability of fish meal means the pellets need to be used selectively. And their results are contingent on overall watershed health and other factors that influence seasonal runs.

Early tests in Washington's Wind River resulted in young fish that were six to eight times fatter than those raised in areas that weren't seeded with the pellets, Myers said.

The recontoured stretch of Dry Creek is an ideal place to experiment, given the need to “jump-start” the ecosystem and entice bugs and other critters to take up occupancy there, said Army Corps fish biologist Peter LaCivita.

Dozens of salmon fry barely more than an inch-long were swimming in the area Tuesday.

“Where we'd like to see it go is it becomes a management tool,” Coey said of the seeding. “We could even get it to the point where it's required mitigation in certain areas.”

You can reach Staff Writer Mary Callahan at 521-5249 or [mary.callahan@pressdemocrat.com](mailto:mary.callahan@pressdemocrat.com).

## **Editorial: Saving water is a goal we must all share**

*Posted:*

marinij.com

---

MARIN was on the doorstep of water rationing when rain made a late return to the local landscape.

Both the Marin Municipal and North Marin water districts are asking customers to voluntarily reduce their water use in hopes of holding off rationing as long as possible. Those voluntary measures remain in force and should, for good reason.

Local water supplies are still below average and we need to be prepared for the possibility of a continued dry spell. We also need to be aware that both Marin and North Marin water districts get part of their water supplies from Sonoma County, which is still dealing with drought problems.

That means residents need to be cognizant of the water they use, making wise use of every drop. It means making smarter use of water for landscaping, reducing the need for water by spreading water-saving compost around plants and cutting back on the length of time sprinklers run.

Installation of water-saving appliances such as dishwashers, washing machines, toilets and showerheads are proven significant water- and money-savers.

Many Marin residents take further steps, such as recycling graywater from showers, baths and washing machines or installing cisterns to collect rainwater, when it rains.

Since February, when officials started talking about possible drought conditions and considering rationing, nearly 29 inches of rain were recorded at Lake Lagunitas. The need for that rain was growing dire. During the normally wet months leading up to February, the cumulative rainfall was less than 3 inches. That's good reason for continued caution.

This year's rainfall is still about one-third below the annual average.

In the Marin Municipal Water District, customers got the message. On average, they have voluntarily reduced water consumption by about 20 percent.

This year, we got too close to rationing to stop thinking about whether we are prepared for a severe drought and consider being smarter about how we use water.

Local water officials also need to take a look at the possibility of increasing our local supplies, retaining and reserving water we already get.

But consumers need to be aware that our local reservoirs are still below average capacity and so is the Russian River system on which we depend.

Conservation is the fastest and least costly means of making wise use of the supply of what we share.

Being conscientious about not wasting water will help us all weather another dry spell without rigorous rationing. The close call we've had this year is a reminder that we can and should do more.



BDD MISC

The Press Democrat

## Rainy season winding down, water officials ramp up drought message

By MARY CALLAHAN THE PRESS DEMOCRAT on April 20, 2014, 7:12 PM

Just in case there is any confusion resulting from recent rain and the verdant spring landscape that has brightened the North Coast, here is some news from Sonoma County water officials: The drought is still on.

Reservoir levels are the highest they have been in months, and there is even a slight chance of rain this week, including Monday night, forecasters say.

But it doesn't change the reality, officials say. There still isn't enough water to justify inaction.

In a continuing bid to try to reach everyone in the North Bay with the water conservation message, the Sonoma County Water Agency, its municipal contractors and a handful of other partners are launching two initiatives this week intended to make it cheap and easy to obtain information and tools that might help.

First, on Wednesday, the partnering agencies will host 10 all-day "Drought Drive-Up" events around Sonoma County and northern Marin. Residents are invited to drive into one of the scattered locations, consult directly with a water-use expert and assemble a tool-kit of equipment they might need — from faucet aerators and low-flow showerheads, to shower timers and leak tests.

The agencies also are kicking off a series of four town hall meetings Wednesday in Santa Rosa, Rohnert Park, Windsor and Petaluma — the last two scheduled for April 29 and April 30, respectively.

It's not that people aren't conserving. They are, though perhaps not yet at the 20 percent goal set by Gov. Jerry Brown in declaring a statewide drought emergency, area water department personnel said.

Santa Rosa's March use was about 15 percent lower than a year earlier, Santa Rosa utilities spokeswoman Elise Howard said. In Petaluma, demand for water was down about 13 percent from March 2013, said David Iribarne, the city's water conservation coordinator.

Windsor customers reduced water use by 17 percent from March 2013 to March of this year, said Toni Bertolaro, senior water resources engineer for the town.

But there's a tendency, when it rains, for what Sonoma County Water Agency spokesman Brad Sherwood calls "amnesia" about realities like 2013 being the driest year on record.

It's not clear if that's why Rohnert Park's water demand rose by nearly a fifth in March compared to a month earlier, when the area finally got some good rainfall.

At 108 million gallons, Rohnert Park's consumption last month was higher even than March 2013, during which 103 million gallons were used.

Last year's month-to-month usage similarly rose in March, though not by as much, according to Rohnert



Park's figures.

But the larger picture suggests it's not yet time to splurge, with rainfall totals and supply still below average.

Season-to-date rainfall, from July 1, 2013, through Sunday, was 17.87 inches in the Santa Rosa basin — just under 62 percent of average, the Water Agency said.

In the Ukiah basin, seasonal rainfall stands at about 46 percent of average.

Lake Sonoma storage is about 76 percent of normal. Lake Mendocino has just over half of the water supply it can hold.

With spring being the time of year when folks start getting outdoors, turning their attention to gardens and lawns and initiating home improvement projects, Sherwood said, it seemed appropriate to offer water-wise landscaping and gardening tips, plus equipment residents can install to reduce consumption. It's also important to ensure people have a full understanding of the water picture, he said.

“The rainfall we have for this year is what we've got to work with and manage for the remainder of the year,” Sherwood said.

“It's an ongoing challenge,” said Iribarne, the Petaluma water conservation coordinator.

There is still “low-hanging fruit” to reach — both those who, thus far, haven't gotten the message and could produce real savings if they thought about conservation, Iribarne said, and those who already use little water but make for helpful advocates.

“We are not sure when this drought will end,” said Howard, the Santa Rosa Utilities spokeswoman, “so it is very important that we save water now, because we may need it next summer.”

The drive-in events Wednesday will run from 7:30 a.m. to 6:30 p.m. at the Finley Center, the Dollar Tree parking lot in Roseland, the Coddington/Whole Foods parking lot and the Veterans Memorial Hall in Santa Rosa; Healdsburg City Hall; Petaluma's Lucchesi Center; the Ashley Furniture parking lot on Rohnert Park Expressway; the Arnold Field parking lot in Sonoma; the Windsor Town Green; and the Vintage Shopping Center in Novato.

Two town hall meetings will also be held from 6 p.m. to 8 p.m. Wednesday, at the Finley Center, 2060 West College Ave., in Santa Rosa, and the Rohnert Park City Council Chambers, 130 Avram Ave.

A meeting is scheduled from 6 p.m. to 8 p.m. April 29 at the Town of Windsor Council Chambers, 9291 Old Redwood Highway. A public forum will also be held at 6 p.m. April 30 at the Lucchesi Community Center, 320 N. McDowell Blvd., in Petaluma.

More information is available at [www.wateroff.org](http://www.wateroff.org).

You can reach Staff Writer Mary Callahan at 521-5249 or [mary.callahan@pressdemocrat.com](mailto:mary.callahan@pressdemocrat.com).

Just in case there is any confusion resulting from recent rain and the verdant spring landscape that has brightened the North Coast, here is some news from Sonoma County water officials: The drought is still on.



The Press Democrat

## In drought dilemma, water district cuts off growers to ensure supply for homes

By **GLEND A ANDERSON** THE PRESS DEMOCRAT on April 20, 2014, 3:00 AM

A small water district in Mendocino County will be shutting off the valves Monday that supply irrigation to more than 2,000 acres of vineyards and other crops, leaving nearly 200 farming customers without their main source of water, a shortfall that likely foreshadows what's ahead statewide for many growers as the drought stretches on.

There just isn't enough water in Lake Mendocino, the main reservoir in the upper Russian River basin, to supply all water users, officials said.

For the Redwood Valley County Water District, that means prioritizing deliveries to its 5,000 residential customers over its farmers, as required by state law.

"We had no choice. It's the last thing we wanted to do," said Ken Todd, a Redwood Valley water board member who owns 150 acres of vineyards and manages another 150 acres for others in the valley, located about 8 miles north of Ukiah.

Under the best of circumstances, Todd said he expects to lose 20 percent of the winegrape crops on about half the vineyards he oversees — the ones with only small reservoirs to make it through the growing season. At worst, it could be a total loss this year for those vineyards, he said.

The 50-year-old Redwood Valley water district is in a pinch because it has a limited right to water from Lake Mendocino. In dry years, that right is practically non-existent. The district has operated under a decades-long moratorium for new hookups because of the situation.

On Thursday night, however, district officials said they made an unprecedented springtime decision, voting 3 to 1, with one abstention, to cut off water supplies to all of their growers.

The move looks to be the first instance of a water supplier halting deliveries on the North Coast amid the current drought.

It comes after California last year recorded its driest year on record, and as farmers in the Central Valley, the state's main agricultural region, and agencies serving more than 25 million residents are facing drastically lower deliveries, with just 5 percent of their requested allotment expected from the State Water Project this season.

On the North Coast, which has different water supply, growers are expecting curtailments as well.

"This is going to be a very difficult year for everybody," said Devon Jones, executive director of the Mendocino County Farm Bureau.

The Redwood Valley water district has long struggled with securing an adequate water supply for its customers. Its officials have pushed various ways to address the shortfall, including raising the height of Coyote Dam at Lake Mendocino to store more water and creating a new diversion from the Eel River to

boost supplies.

The state's current three-year drought has revived the problem in a new, more urgent way, leading to the earliest seasonal curtailment that district officials and others in the area can recall.

"I don't believe they've ever cut agriculture off for the main part of the season," said Janet Pauli, a grape and pear grower who sits on several local water agency boards.

The decision follows a failed attempt to get federal regulators to increase water diversions from the Eel River to the Russian River, which feeds Lake Mendocino. The district pumps out of the lake.

Local water agencies and farmers have criticized the denial of additional water, accusing regulators of mismanaging water resources and adding a "regulatory drought" to nature's shortfall.

Federal regulators said they squashed Redwood Valley's emergency request after weeks of negotiations because they are prohibited from doing anything that might further harm threatened and endangered fish in the Eel River.

"It did not fit into our description of an emergency," said Dick Butler, supervisor of the National Marine Fisheries Service's North Central Coast office in Santa Rosa.

An emergency, according to the agency's response, means "a sudden, unexpected occurrence, involving a clear and imminent danger, demanding immediate action to prevent or mitigate loss of, or damage to, life, health, property, or essential public services."

In its list of emergencies, the agency cites fire, flood, earthquake "or other soil or geological movements, as well as riots, accidents or sabotage." It did not include drought and excluded frost-protection or "other routine agricultural practices."

"In particular, the request does not clearly indicate that this is a sudden, unexpected occurrence ...," agency officials stated, while noting they understand the drought's impact on Redwood Valley and water users statewide.

The agency tempered its response by saying that it expects there will be enough water in Lake Pillsbury, an Eel River reservoir, to allow for increased diversions later this summer without granting an emergency request.

Redwood Valley had hoped to get an additional 800 acre-feet from the proposed emergency diversion.

Instead, the district will have to make do with 355 acre-feet — about 116 million gallons — purchased from the Russian River Flood Control and Water Conservation Improvement District, which holds Mendocino County's right to 8,000 acre-feet of water in Lake Mendocino.

Redwood Valley had a contract to purchase up to 1,300 acre-feet a year of surplus water from the Russian River district but it was canceled because there is no surplus water this year.

With its limited rights and tentative supply, Redwood Valley has long been among the hardest hit local water providers during dry years. This year, it landed on the state's list of areas most vulnerable to the drought, along with Cloverdale and Willits.



Still, farmers all along the Russian River are expecting the state to impose severe cutbacks, or worse--move to suspend their individual rights to draw from the river.

"We're trying to figure out who's going to be cut first," said Jones, the Mendocino County Farm Bureau director.

For growers, the orders could come based on seniority of water rights. Residential users would be last in line.

Recent rains have helped alleviate the problem to a small degree. Lake Mendocino is currently at nearly 50 percent capacity and Lake Sonoma, the largest regional reservoir, is at more than 76 percent.

The Redwood Valley water district is the only supplier in Mendocino County that serves both agricultural and residential customers.

Most vineyards in the valley have water reservoirs, but many are not big enough to hold sufficient water to both spray vineyards for frost protection and to irrigate through the dry season, said Todd, the water district board member.

As long as there isn't a freeze in the next month, there should be enough water to keep vines alive and produce some amount of wine grapes, albeit less than usual, said UC Davis Cooperative Extension winegrape adviser Glenn McGourty.

"It's not like it's the end of the world for wine growing," he said.

(You can reach Staff Writer Glenda Anderson at 462-6473 or [glenda.anderson@pressdemocrat.com](mailto:glenda.anderson@pressdemocrat.com))

A small water district in Mendocino County will be shutting off the valves Monday that supply irrigation to more than 2,000 acres of vineyards and other crops, leaving nearly 200 farming customers without their main source of water, a shortfall that likely foreshadows what's ahead statewide for many growers as the drought stretches on.

There just isn't enough water in Lake Mendocino, the main reservoir in the upper Russian River basin, to supply all water users, officials said.

For the Redwood Valley County Water District, that means prioritizing deliveries to its 5,000 residential customers over its farmers, as required by state law.

"We had no choice. It's the last thing we wanted to do," said Ken Todd, a Redwood Valley water board member who owns 150 acres of vineyards and manages another 150 acres for others in the valley, located about 8 miles north of Ukiah.

Under the best of circumstances, Todd said he expects to lose 20 percent of the winegrape crops on about half the vineyards he oversees — the ones with only small reservoirs to make it through the growing season. At worst, it could be a total loss this year for those vineyards, he said.

The 50-year-old Redwood Valley water district is in a pinch because it has a limited right to water from Lake Mendocino. In dry years, that right is practically non-existent. The district has operated under a decades-long moratorium for new hookups because of the situation.



West  
Marin  
Citizen  
9/17/14

porate other water saving ideas (catchments on roof, etc).

### Water use ✓

Tom Quinn heard that the North Marin Water district was going to ask us to reduce use by 20 percent. He pointed out that we have a tiny, questionable water supply. He has observed that several businesses have stressed septic systems. If we are asked to use less water he would like everyone, including tourists and commercial sites to also reduce water usage. Discussion followed.

Note: Water District is meeting in Point Reyes Station on June 24, 2014.

Future planning and a multi-pronged approach is required to plan for waste, and space on next meeting's agenda requested.

—Citizen Staff

The Point Reyes Village Association meets every second Thursday of the month at the Dance Palace at 7:15 pm. President is Ken Otter kenoca@mac.com. All are welcome.

### Water reduction requested ✓

North Marin Water District has asked for a voluntary 15 percent reduction in water usage, starting April 1, compared to the corresponding billing period in 2013.

A water shortage emergency condition exists and prevails within the portion of the territory of this District served by wells adjacent to Lagunitas Creek. This consists in all the territory of this District generally known as Point Reyes Station, Inverness Park, Olema, Bear Valley and Paradise Ranch Estates. The water shortage exists by reason of the fact that the ordinary demands and requirements of the water consumers in the West Marin area cannot be met and satisfied by the water supplies available to this District in the West Marin Service Area without depleting the water supply to the extent that there would be insufficient water for human consumption, sanitation and fire protection.

— North Marin Water District

### Trees from page one

done from a cherry-picker in the roadway. It's unknown whether or not a certified arborist did the work. "There are many questions that haven't been clearly answered," said Hinckley.

Calls to the Marin County road crew offices in Nicasio were not returned in time for publication.

Hinckley has consulted a lawyer, a landscape designer and arborists. For now he plans to erect a fence to help restore privacy to Toad Hall. (See Letters to the Editor.)

Among the many concerns with such tree-cutting is the effect it has on birds and wildlife, especially owls that nest in redwood trees. "I'm still trying to figure out how to best restore our property," Sam Hinckley said.

The next Board Meeting at Elementary School on June 24 at 6 pm. The board agenda, lists as # 20. Program at West Marin School desiring to address agenda. The Board members are unable to actively

### Parent response

Rhonda Kutter of West Marin sent a letter to the Board on August 14.

Dear SUSD Board:

After recent phone calls for information and sharing of events, several Board members suggested I write about these concerns. I am sure that I see at the meeting: know that I do not feel most concerned about transparency, and, therefore, a lack of

### Transparency:

From what I have heard, at least in spirit, the Budget Workshop was appropriately conducted. Unfortunately, guests were not invited to the meeting was both awkwardly in the beginning and other's access.

To me, and to the Board, it is not "complete" according to the Brown Act requirements.

The second reason for the cause of confusion was the timing of the Superintendent's report, which is different than usual. It is assumed that the Superintendent's report has not been completed and forwarded for next year.

The cryptic note from the last Thursday meeting means that the meeting was not in a good position. Historical precedent review, or

...owner bid at a...  
 ...ownership of the property...  
 ...be aware that the lien being...  
 ...a junior lien. If you are the...  
 ...the subject, you are or may...  
 ...paying off all liens senior to...  
 ...sorted off before you can re...  
 ...to the property. You are ca...  
 ...gating the existence, priority...  
 ...suing liens that may exist on...  
 ...contracting the county record...  
 ...insurance company, either...  
 ...you a fee for this informa...  
 ...either of these resources...  
 ...that the same lender may...  
 ...mortgage or deed of trust...  
**NOTICE TO PROPERTY OWNER:**  
 ...on this notice of sale may...  
 ...or more times by the...  
 ...ary trustee or a court, pur...  
 ...299 of the California Civil...  
 ...area that information about...  
 ...remenda be made available...  
 ...blic, as a courtesy to those...  
 ...can. If you wish to learn...  
 ...date has been postponed...  
 ...and rescheduled time and...  
 ...property, you may call...  
 ...the internet website www...  
 ...the number assigned to...  
 ...311. Information about...  
 ...are very short in duration...  
 ...in time to the scheduled...  
 ...may be reflected in the...  
 ...on the internet web...  
 ...varily postponement in...  
 ...the schedule said. For...  
 ...91290-1221. Cal-Western...  
 ...25 East Main Street, P.O...  
 ...CA 92622-9044. Dated:...  
 ...37415 04/17/14, 04/24/14.

**Legal Notice**

**IN TO ADMINISTER**  
 THE OIL  
 AND GAS ESTATE OF  
 DECEASED  
 ANNIE S. HARTZELL  
 PR 1401121

creditors, contingent  
 who may otherwise  
 or estate, or both, of  
 Annie S. Hartzell.

has been filed by: **Annina**  
 for Court of California,

represents that: **Annina**  
 as personal represen...  
 state of the decedent...  
 e decedent's will and...  
 ed to probate. This will...  
 ble for examination...  
 r.

Authority to administer  
 dependent Administration  
 authority will allow  
 to take many ac...  
 ert approval before  
 and actions, however...  
 e will be required to  
 persons unless they  
 consented to the pro...  
 dent administration...  
 poses an interested...  
 to the petition and...  
 e court should not

will be held in this  
 Court, Dept. H, Room:  
 13-4088.  
 of the petition, you  
 and state your ob...  
 jects with the court

**Legal Notice**

**Legal Notice**

**CITY OF BELVEDERE**  
**NOTICE OF PUBLIC HEARING**

**NOTICE IS HEREBY GIVEN** that on May 13, 2014  
 at 6:30 PM, the City Council of the City of Belve...  
 dere will hold a public hearing during its regu...  
 lar meeting at 450 San Rafael Avenue, Belve...  
 dere, California, to act on the following matter:

Consider Collection Rate Application submitted  
 by Mill Valley Refuse Service, Inc. for the col...  
 lection of trash, recycling, and compostable...  
 materials. The Proposed rate structure for the...  
 period 7/1/2014 - 6/30/2015 includes the follow...

Center Drive, PO  
 Box 13-4088

COURT EXECUTIVE OFFICER  
 MARIAN COUNTY  
 SUPERIOR COURT  
 By: K. YARBOROUGH, Deputy  
 NO. 408 APRIL 10, 14, 17, 2014

**Legal Notice**

**Legal Notice**

**SUMMARY OF PASSED ORDINANCE 2014-1**

**AN ORDINANCE REGULATING THE ACCEPTANCE OF FATS, OILS, AND GREASE (FOG) INTO THE WATER POLLUTION CONTROL SYSTEM OF THE CENTRAL MARIN SANITATION AGENCY**

The Central Marin Sanitation Agency (CMSA) has an existing program to control the discharge of fats, oils, and grease (FOG) into the sanitary sewers from restaurants and other food service establishments (FSEs) into the Central Program is necessary as excess FOG can clog sewer lines and cause sanitary sewer overflows (SSOs), and is required by the State Water Resources Control Board and the San Francisco Bay Regional Water Quality Control Board.

CMSA has combined its two existing FOG ordinances into a single ordinance, made necessary edits, and revised certain provisions to improve the administration of the FOG program. Noteworthy ordinance revisions are:

- Updated references of the CMSA Sewer Use Ordinance and Uniform Plumbing Code.
- Removal of the \$100,000 building permit trigger event requiring installation of a grease removal device (GRD).
- Addition of a new trigger event requiring an existing FSE to install a grease removal device (GRD) upon change of FSE ownership.
- Addition of discretionary language to allow self-cleaning of grease traps with a capacity of up to 60 gallons per minute.

The Board of Commissioners of Central Marin Sanitation Agency, pursuant to Health and Safety Code Section 5990 and 5991.2, conducted a public hearing on the Ordinance at their April 8, 2014 regular meeting. The Ordinance was passed by the following vote and will be effective beginning on May 8, 2014.

AYES: Hon. Buzhey, Eggen, Quasco, Dupar, Hartzell  
 NOES: none  
 ABSENT: none

The passed Ordinance is available at the Agency's office, 1301 Anderson Drive, San Rafael, or on the Agency's website (www.cmsa.us).

Jason R. Dow, P.E.  
 General Manager

NO. 417 APRIL 15, 17, 2014

**Legal Notice**

**Legal Notice**

**NOTICE**

Effective April 6, 2014, a vacancy exists on the Board of Directors of Novato Sanitary District. The Board will appoint a new member who will serve until the next general election of the District scheduled for November 2015. Any registered voter residing within the District and interested in the post is invited to contact the District Secretary at (415) 892-1694. The area of the District generally includes the greater Novato area. Applicants are requested to submit an application by April 20, 2014, describing their experience, education, background and previous public service, and a statement of why they are interested in serving on the Board of Directors. Applications are available at the District office or can be downloaded at www.novatosan.org. The Board of Directors will review the applications and interview applicants at an open public meeting scheduled on Monday, May 5, 2014 at 6:00 PM and make an appointment. The meeting will be held at the District offices located at 500 Davidson Street, Novato, California.

Sandeep Karkal  
 District Secretary, Novato Sanitary District

Dated: April 14, 2014

NO. 469 APRIL 17, 2014

**Legal Notice**

**Legal Notice**

**NOTICE OF PUBLIC HEARING OF THE LAS GALLINAS VALLEY SANITARY DISTRICT TO DISCUSS LEASING OF LAND IN ITS RECLAMATION AREA FOR HAY PRODUCTION**

The Las Gallinas Valley Sanitary District will conduct a Public Hearing to discuss entering into a lease of a portion of its reclamation area for the purposes of hay production. The area covered by the lease will encompass approximately 250 acres located on assessor parcel numbers 155-011-13, 155-011-14, 155-011-15 and all the terms of the lease and, in addition, pursuant to Health and Safety Code § 65143, whether the lease of the subject property will be for a compatible use and that it will be of public benefit. This hearing will take place at the District office at 300 Smith Ranch Road, San Rafael on Thursday, April 24, 2014 at 4:30 PM. All interested parties may view the lease on the District's website at www.lgvsd.org or at the District office posted at the first gas bulletin board from April 6 - 24, 2014.

Mo. 379 April 8, 17, 2014.

**Legal Notice**

**Legal Notice**

**NOTICE**

Effective April 6, 2014, a vacancy exists on the Board of Directors of Novato Sanitary District. The Board will appoint a new member who will serve until the next general election of the District scheduled for November 2015. Any registered voter residing within the District and interested in the post is invited to contact the District Secretary at (415) 892-1694. The area of the District generally includes the greater Novato area. Applicants are requested to submit an application by April 20, 2014, describing their experience, education, background and previous public service, and a statement of why they are interested in serving on the Board of Directors. Applications are available at the District office or can be downloaded at www.novatosan.org. The Board of Directors will review the applications and interview applicants at an open public meeting scheduled on Monday, May 5, 2014 at 6:00 PM and make an appointment. The meeting will be held at the District offices located at 500 Davidson Street, Novato, California.

Sandeep Karkal  
 District Secretary, Novato Sanitary District

Dated: April 14, 2014

NO. 469 APRIL 17, 2014

**KEEP INFORMED**

Read  
 Public Notices

Your Right  
 To Know

Marin Independent Journal

## Important Novato Watershed program

By Judy Arnold | Posted: Wednesday, April 23, 2014 2:35 pm

I want to take this opportunity to update you on an important project the county has been working on: the Novato Watershed Program.

Initiated in 2008, the county created a partnership with the City of Novato, North Marin Water District and Novato Sanitary District to develop a Novato Watershed Program to address flooding, water quality, water conservation and habitat restoration throughout the 44-square-mile watershed.

The effort will result in providing a system-wide analysis of flood protection options and to develop: hydrology and hydraulic models for Novato Creek; storm drain model for Nave Gardens; historical ecology of the baylands; and conceptual project alternatives.

County Watershed Program staff has been working to complete the Novato Watershed Hydraulics Study and Alternatives Analysis with input from the Technical Working Group and our partner agencies. Much of the existing conditions modeling has been completed, and the Existing Conditions Report is expected by the end of June.

Work has begun to develop and organize the conceptual project alternatives and it is anticipated that staff will review this information with the Technical Working Group and our partner agencies this summer. We are planning for a community meeting this winter to present the considered alternatives to the public and obtain feedback. I will be sure to get the word out about this meeting when the date is finalized for those interested in participating.

In January, Watershed Program staff submitted a pre-proposal for \$4.5 million in grant funds through the State of California's Integrated Regional Water Management Plan's (IRWMP) Bay Area Regional Shoreline Resilience Program. The proposed project would restore approximately 80 acres of former tidal marsh on lower Novato Creek next to Deer Island and would demonstrate the viability of multi-objective benefits by combining urban flood protection for downtown Novato with shoreline and habitat adaptation to sea level rise.

The project would also include a plan to manage dredge sediments locally to reduce dredge sediment management and disposal costs. The proposed project is cutting edge from the standpoint of considering measures that would re-use dredged sediment from Novato Creek to create eco-tone levees and new tidal marsh habitat.

The grant award schedule and the amount of funding are still unclear because of the ongoing drought. The state has shifted its funding priorities to drought relief that could postpone implementation of the Shoreline Resiliency projects along with all non-drought related projects.

We expect to receive notification of the proposal status in early 2015. Regardless of whether the proposal is funded this time, the submittal process has created a lot of interest and support for the Novato Watershed Program amongst local, state and federal resource agencies.

Flood Control District staff, with input from the California Department of Fish and Wildlife has prepared a draft Pacheco Pond Water Management Plan to address water quality, mosquito abatement, wildlife use and other issues for the 120-acre pond. The plan aims to mitigate the summer stench that often emanates from the pond by introducing tidal waters to the pond during the dry season. Staff anticipates that DFW staff will provide the county with written support of the water management plan in May or June.

I am proud of what the county and our partner agencies have been able to accomplish thus far with this important program. These efforts are noteworthy because they merge flood protection, pollution prevention and water conservation needs with creek enhancement objectives such as habitat restoration, erosion control, and fish passage along Novato Creek and its tributaries.

This collaborative effort will put the county and our partnering agencies in a strong position to garner state and federal grants, which will be used to identify and prioritize projects to benefit Novato Creek and its tributaries and to guide county and city project implementations.

To stay up to date on these efforts, to review the plans and documents, and to learn more about the Novato Watershed program, visit [marinwatersheds.org](http://marinwatersheds.org).

*As always, my door is open to you. You can reach me at: 473-7331 or [jarnold@marincounty.org](mailto:jarnold@marincounty.org).*

## **Some Marin residents answer to the drought: drill, baby, drill**

Posted:

marinij.com

Despite recent spring rain storms, Marin remains in drought and some residents are hoping to find relief underground.

So far this fiscal year, 25 Marin property owners have applied to drill water wells on their land, up from 20 well applications in fiscal 2012-13 and just 12 in 2011-12, said Scott Callow, who oversees drilling permits for the county of Marin's division of Environmental Health Services.

Callow said that most of the new wells are probably the result of new development as the economy picks up. He added, however, "There have been a number of well drilling permits that were specifically associated with drought."

Callow said some people have had to drill new wells because their existing well went dry, and others have decided to drill an additional well just in case their existing well stops producing. Callow said, for example, the owners of the Meadow Club in Fairfax drilled for water on their property last fall.

"They did some drilling but they didn't find water," he said.

Dave Anderson, owner of A&K Drilling in Petaluma, said drilling for water in Marin is a hit or miss proposition.

"There really aren't any big aquifers in Marin," Anderson said.

County records show that Skywalker Properties drilled three times at 2400 Lucas Valley Road without finding any water in 2009 when George Lucas was seeking permission to build a digital film production studio and other amenities at the former Grady Ranch in Lucas Valley.

Callow said there are no limits on the amount of water a landowner can extract from a well on his property; it's considered a mineral right. But John Hofer, executive director of the California Groundwater Association, said there are bills pending in Sacramento that would increase regulatory oversight of groundwater resources.

Hofer said he could envision some limits being placed on water extraction from private wells.

"If you have a water basin with serious overdraft concerns, the last thing you need is one guy pumping up water 24/7 indiscriminately. In my opinion, everybody realizes that some degree of management is necessary because we do have a dire situation here."

In Nicasio Valley, where property owners rely on wells for their water, residents are urgently planning for how they will cope if the current drought continues beyond this summer.



"Nicasio hosts 29,000 acre feet of Marin Municipal Water District's water in the reservoir out here, but we are not part of MMWD," said Nicasio resident Eric Blanche.

When the reservoir was created, Nicasio land owners opted not to join the water district because they feared ready access to water would result in too much development, Blanche said.

"Most people are happy with that decision," Blanche said. Nicasio has remained primarily a rural community with about 200 homes.

Some of those homes, however, have wells that fail to produce enough water for their inhabitants during even mildly dry years. The owners of these homes often have water trucked in during the summer at a cost of about \$200 per 3,000-gallon load, Blanche said. There is concern that if the drought continues that the cost of trucking in water will rise to \$600 to \$800 per truck load.

Currently the number of Nicasio residents who have to import water is relatively small.

"There is a much larger percentage of folks," Blanche said, "like me, who see their water slow down every dry season and wonder if we had three 2013's in a row if we would be in a similar situation."

There is also a concern that if the drought becomes severe enough that the Marin Municipal Water District and the North Marin Water District, which supply the trucked water, might turn off the tap.

As a possible solution, the Nicasio Landowners Association is exploring the possibility of signing contracts with local landowners who have reliable, productive wells to share their water with other residents during an emergency water shortage. Blanche said the contracts would function as easements on the well owners properties. In return, the other property owners would pay for improving the productive wells and building water storage capacity.

Patrick McDonnell, a 20-year resident of Nicasio, said, "We're fairly optimistic that there is a solution that the community can pull together on its own."

He added, "We're pleased that it's raining again."

Contact Richard Halstead via e-mail at [rhalstead@marinij.com](mailto:rhalstead@marinij.com). Follow him at [twitter.com/halsteadrichard](https://twitter.com/halsteadrichard)

## Forum to air impact of drought on Marin's small businesses

Posted:

marinij.com

Marin's small business community faces a new tax, but it's got nothing to do with the folks at City Hall or the Civic Center.

The hand reaching for the wallet this time around is the drought, because water shortages act like a regressive tax on businesses, according to Robert Eyler, CEO of the Marin Economic Forum.

"Increased water prices increase your cost of doing business," he noted.

To share information, help businesses cope and prepare for a future in which water may be scarce, Eyler's organization is joining with Dominican University and the North Bay Leadership Council to host a water forum designed especially for businesses on Friday.

The event, called "Water shortage and small business: What is coming and how to plan," is scheduled from 7:30 to 10 a.m. at Guzman Hall, 50 Acacia Ave at the university in San Rafael. The breakfast affair costs \$20.

"Small businesses that are intensive water consumers are especially vulnerable to supply changes and how water utilities react to help conservation efforts," a flyer boosting the event says. "This educational gathering provides perspectives from both the water utilities in Marin County and also a panel of businesses that see water shortages from multiple angles."

Chris DeGabriele of North Marin Water District will speak about water supply while Dan Carney from Marin Municipal Water District will talk about water demand. A small business panel will include Lynn Giacomini Stray of Point Reyes Farmstead Cheese, Michael Cronin of EO Products of San Rafael, John Buchholz of Heritage Landscapes of Marin and Nanda Schorske of College of Marin.

Small businesses will be among the first to feel the pain of water shortages, as well as the most likely beneficiaries of a surge of business from consumers interested in installing conservation efficiencies, Eyler observed.

"While recent rains may have washed away some of the fears about water shortages for households, it is important to recognize that businesses face different challenges concerning water availability," Eyler said. "The focus of this forum is on small business and things happening in Marin County both in preparing for a lack of water availability and also for new markets to reduce water needs at home — which will involve small businesses as installers, landscapers, and other service providers to make homes and commercial real estate more water efficient."

Participants may register and obtain more information at [www.marin-economicforum.org](http://www.marin-economicforum.org).

Contact Nels Johnson via email at [njohnson@marinij.com](mailto:njohnson@marinij.com). Follow him at [twitter.com/nelsjohnsonnews](https://twitter.com/nelsjohnsonnews)

## **Novato water tank drained after locks cut, officials say water supply safe**

Posted:

marinij.com

A 900,000-gallon water tank located at the end of Hamilton Field near Novato's southern city limits was drained because of contamination concerns after locks protecting the tank were found cut, officials said.

The water was tested for bacteria and none was found, but the district drained the tank south of Marin Valley Drive after the March 17 incident as a precaution, said Chris DeGabriele, North Marin Water District's general manager. Thousands of people in the Meadow Park area of Hamilton, Hamilton Elementary School and Lanham Village drink the water stored in the tank.

DeGabriele and others emphasized that Marin's water supply is safe. The March incident was the only such occurrence in at least five years affecting a North Marin Water District tank, DeGabriele said.

"We have physical safety barriers. There is a fence all the way around the tank site with a locked gate on it. There's a lock on the gate of the stairwell to the top of the tank and then there's a lock on the hatch where the water is," he said.

"Also, that hatch has a contact switch which, when broken, sets off an alarm that comes to our computer control system. In this instance, when it wasn't during regular working hours, the system notified the on-call operator, who went to the scene immediately," DeGabriele said.

"We have a security system and measures in place with multiple levels of security. Most of our 125 tank sites are fenced and locked," said Libby Pischel, spokeswoman for the Marin Municipal Water District.

Pischel said 10 years have passed since anything of the kind happened in the Marin Municipal Water District.

Contact Janis Mara via email at [jmara@marinij.com](mailto:jmara@marinij.com). Follow her at [Twitter.com/jmara](https://twitter.com/jmara).

---

## **Officials call for bids on Stafford Lake Bike Park as donors provide \$200,000**

*Posted:*

marinij.com

Construction of a state-of-the-art bike park at Stafford Lake will begin in June thanks to another \$200,000 in donations and sponsorships that rolled in this week, enabling officials to approve plans and call for bids.

In what county officials hailed as an extraordinary milestone marking the success of a public-private partnership, the volunteer Friends of Stafford Lake Bike Park turned over \$100,000 in donations from local businesses, foundations and residents, and Fox Factory Holding Corp. of Scotts Valley pledged \$100,000, the largest single sponsorship so far.

The latest private funding means that \$592,850 has been donated or pledged from 200 donors and six sponsors, more than half of the park's estimated \$850,000 cost. Fundraising remains underway for the balance.

"This is a watershed moment," said Ron Miska, deputy parks director. "We'll be well on our way to building Stafford Lake Bike Park this summer."

"This is an extraordinary moment," agreed Supervisor Kate Sears. "It's not too often you get a check for \$100,000."

Stephen Petterle, the county's principal landscape architect who has shepherded the project, called it "an amazing collaboration."

The Board of Supervisors approved a plan costing up to \$592,850 to build the first phase of the park, called for bids and said construction will begin this summer, assisted by park volunteers. Since sponsors make payments over several years, the board approved a \$177,000 loan from reserve funds for park construction. It will be repaid within two years.

The first phase of the park construction involves beginning pumps tracks, 40 percent of a perimeter trail, completion of a skills progression zone, a dual slalom, a maintenance trail, as well as parking and entry plaza areas.

Julia Violich of San Anselmo, a cycling enthusiast who holds five national titles, serves on the Marin Conservation League Board and runs farming and realty investing operations, negotiated the Fox Factory sponsorship as a member of the Friends of Stafford Lake Bike Park, a nonprofit offering tax advantages. The motorbike, racing and bicycling firm will provide the money over three years for naming rights on a park "gravity zone" attraction, as well as advertising and related benefits.

"It really has been a watershed moment when we've got public and private partners" joining to create a bike park, Violich said, calling the facility "a place where kids and grownups alike can go ... and have a great time." Some hope the park will provide an alternative for mountain bikers who now cruise on county trails.



The facility has been carefully planned, and its construction will be closely monitored, to make sure no environmental harm is done, Violich said. "We are going overboard ... to make sure there is no environmental backlash." Other key members of the friends group include Mark Weir and Al Baumann.

Other sponsors of the park are Santa Cruz Bicycles, \$75,000; Violich Family Foundation, \$50,000; Mike's Bikes, \$50,000 and WTB of Mill Valley, \$25,000.

The bike fund includes a \$50,000 challenge grant from county supervisors. The county also provided \$182,000 for design and construction drawing work by consultants Hilride Progression Development Group.

The master plan calls for a sophisticated network of trails, configurations, challenges, riding zones and stations that can accommodate cyclists of all skill levels.

The facility is planned on a 17-acre northwestern segment of 139-acre Stafford Lake Park. It will include a learn-to-ride area; "pump" tracks for beginning, intermediate and expert riders; table-top jumps and hip jumps; elevated ladder bridges; a dual slalom track; skill stations and practice areas; a perimeter trail will be near the entrance to the park, followed by beginner and intermediate zones. An advanced zone will provide riders with technically demanding riding features including an advanced track with pumps, rollers and berm turns; advanced dirt jumps, and wood ramp takeoffs with dirt landings linked to curved wall rides.

Those interested in becoming a donor may call 473-6394.

Contact Nels Johnson via email at [njohnson@marinij.com](mailto:njohnson@marinij.com). Follow him at [twitter.com/nelsjohnsonnews](https://twitter.com/nelsjohnsonnews)

Spring 2014

## Inaugural Dr. John L. Leal Award Goes to CA-NV AWWA's Mike McGuire

**C**A-NV AWWA's Michael J. McGuire, has been named the first recipient of the AWWA's Dr. John L. Leal Award, which recognizes an individual or organization that has made a notable and outstanding public health contribution to the water profession.

Among other accomplishments Dr. McGuire is being honored for his research and design in chloramines conversion at the Metropolitan Water District of Southern California (MWD) and for his public access website [Safedrinkingwaternews.com](http://Safedrinkingwaternews.com), described as "an invaluable resource for people engaged in drinking water related public health issues." Award selection committee chair Andrew DeGraca also noted that as the author of *The Chlorine Revolution: Water Disinfection and the Fight to Save Lives* (AWWA, 2013), McGuire has "reminded the latest generations of water professionals about the importance of protecting public health, especially in the regards to drinking water, no matter how unpopular the cause."

"I am truly honored to receive the Dr. John L. Leal Award," says McGuire. "My investigations into the life of Dr. Leal convinced me that a revived conversation on drinking water safety and public health was needed today. I am really pleased to see that the conversation has begun in earnest and that AWWA is leading the way with the creation of this award."

McGuire's career in Southern California began in 1977 when he accepted a job with

Brown and Caldwell right after finishing his PhD. He joined the Metropolitan Water District of Southern California in 1979 where he directed a number of physical chemical treatment and environmental chemistry projects and ran the central water laboratory. He also designed a comprehensive research program that determined the cause of earthy musty odor problems in six southern California reservoirs as blue-green algae and devised a methodology to control the growth of the algae. He became MWD Assistant General Manager in 1990 where he was responsible for administration and environmental compliance. In 1992 he founded the McGuire Environmental Consultants, Inc. with offices in Santa Monica, Newport Beach and Denver. From 1992 to 2000, he was the leader of the Technology Working Group that provided information that ultimately resulted in the adoption of five landmark drinking water regulations: *Interim Surface Water Treatment Rule*; *Stage 1 Disinfectants and Disinfection Byproducts Rule*; *Information Collection Rule*; *Long Term 2 Enhanced Surface Water Treatment Rule*; and *Stage 2 Disinfectants and Disinfection Byproducts Rule*. He has lectured at UCLA on water treatment plant design and published numerous articles



Michael J. McGuire

in professional journals and is the co-editor of five books and compilations of articles.

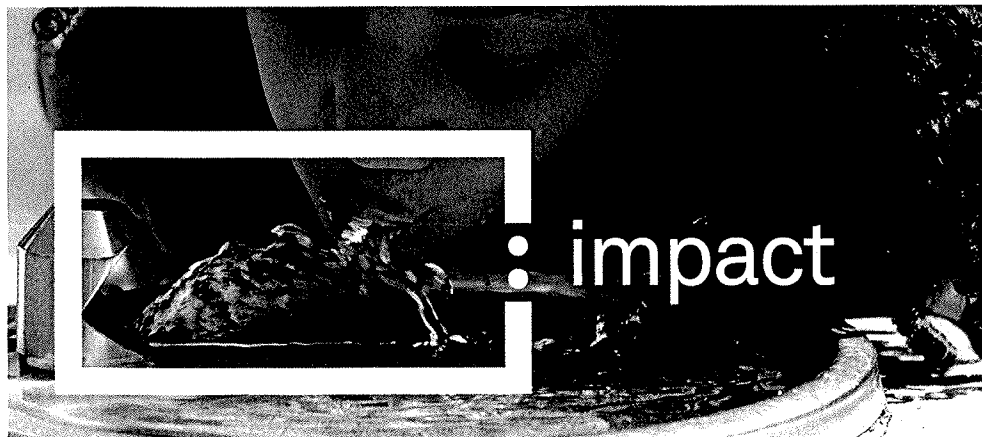
McGuire has been active in AWWA over the past 44 years and is an Honorary Member. He received the George Warren Fuller Award in 1994 and the Publications Award for 2001 for the *Journal* article entitled "Using Chlorite Ion to Control Nitrification." In 2009, AWWA presented him with the A.P.

Black Research Award, and he was elected to the National Academy of Engineering, for "scientific contributions that have improved the safety and aesthetics of drinking water."

"I have followed Mike's work and had the pleasure of serving with him on the AWWA Water Quality & Technology Division," says DeGraca. "Mike has consistently championed water quality and public health issues and very much deserves to be the inaugural winner of the Dr. Leal Award."

Mike's citation reads: "Through his long and distinguished career as a utility executive, consultant and author Dr. Michael J. McGuire has been a passionate advocate for improved water quality and public health protection. His efforts have and will continue to motivate other advocates into the future."

Congratulations, Mike. For other CA-NV AWWA recipients, please see Milestones. ♦



impact

Thinking of water in new ways

Full-service delivery of solutions to ensure the reliability and sustainability of drinking water for our communities.

**Brown AND Caldwell** essential ingredients®

[BrownandCaldwell.com](http://BrownandCaldwell.com)