



NORTH MARIN WATER DISTRICT
AGENDA - REGULAR MEETING
 May 20, 2014 – 7:30 p.m.
 District Headquarters
 999 Rush Creek Place
 Novato, California

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Est. Time	Item	Subject
7:30 p.m.	CALL TO ORDER	
	1.	APPROVE MINUTES FROM REGULAR MEETING , May 6, 2014
	2.	PUBLIC HEARING
	A.	Consider Proposed Increase in Water Rates for Novato Service Area and Resulting Revisions to District Regulations 54, Water Rates Resolution
	B.	Consider Proposed Drought Surcharge in Water Rates for Novato Service Area and Resulting Revisions to District Regulations 54, Water Rates Resolution
	3.	GENERAL MANAGER'S REPORT
	4.	OPEN TIME: (Please observe a three-minute time limit) This section of the agenda is provided so that the public may express comments on any issues not listed on the agenda that are of interest to the public and within the jurisdiction of the North Marin Water District. When comments are made about matters not on the agenda, Board members can ask questions for clarification, respond to statements or questions from members of the public, refer a matter to staff, or direct staff to place a matter of business on a future agenda. The public may also express comments on agenda items at the time of Board consideration.
	5.	STAFF/DIRECTORS REPORTS
	6.	MONTHLY PROGRESS REPORT
	CONSENT CALENDAR The General Manager has reviewed the following items. To his knowledge, there is no opposition to the action. The items can be acted on in one consolidated motion as recommended or may be removed from the Consent Calendar and separately considered at the request of any person.	
	7.	Consent - Approve Novato Theater Project Resolution
	ACTION CALENDAR	
	8.	Approve: Notice of Completion for the AEEP B3 Tree Removal Project – The Professional Tree Care Company
8:30 p.m.	INFORMATION ITEMS	
	9.	Third Quarter FY 13/14 – Water Quality Report

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
	10.	Second Review – Proposed FY 2014/15 Novato Water Equipment Budget
	11.	Second Review – Proposed FY 15 & FY 16 Novato Capital Improvement Projects Budget
	12.	Second Review – FY 2014/15 Proposed Novato Operations Budget
	13.	Second Review – FY 2014/15 Proposed Novato Recycled Water Operations Budget
	14.	Gallagher Well and Pipeline Project – Streambed Alteration Notification
	15.	MISCELLANEOUS Disbursements NBWRA Agenda – May 19, 2014 Leadership Novato Class of 2014 1964: Fluoridation election called off Baby Emmy's Grandpa <u>News Articles:</u> Close to Home: Avoiding a water nightmare Mendocino County supervisors decline support of Millview water right Mendocino Co. supervisors OK letter in support of PV diversion Novato Sanitary board taps new member
	16.	CLOSED SESSION: Conference with Legal Counsel - Anticipated Litigation – Significant Exposure to Litigation Pursuant to Paragraph (3) of Subdivision (d) of Government Code Section 54956.9 – One Potential Case.
9:30 p.m.	17.	ADJOURNMENT

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NORTH MARIN WATER DISTRICT
MINUTES OF REGULAR MEETING
OF THE BOARD OF DIRECTORS
May 6, 2014

CALL TO ORDER

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

District employees Ryan Grisso (Water Conservation Coordinator), Robert Clark (Operations/Maintenance Superintendent) and Tony Arendell (Construction/Maintenance Superintendent) were in the audience.

MINUTES

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

GENERAL MANAGER'S REPORT

ACWA Conference

Mr. DeGabriele informed the Board that Mr. Bentley was absent and attending the Association of California Water Agencies Conference in Monterey. He noted that he has asked Mr. Bentley to participate more with ACWA.

Gallagher Well Project

Mr. DeGabriele advised the Board that on April 21st he and Mr. McIntyre met with the Department of Fish and Wildlife staff, and PES Environmental, Inc. to review the Hydrologic Design Plan for the Gallagher Well Project. He stated that CDFW wants a formal agreement to monitor Lagunitas Creek stream flows and coordinate the MMWD releases and Gallagher Well diversions. Mr. DeGabriele informed the Board that he has asked PES Environmental to develop a Streambed Alteration Agreement application. He noted that the cost is \$4,750 and he has authorized PES Environmental to move forward with the application preparation.

1 Sonoma County Board Of Directors Meeting

2 Mr. DeGabriele advised the Board that he attended the Sonoma County Board of
3 Supervisors meeting on April 22nd and that the Water Rates and Transmission System Budget was
4 unanimously approved, increasing NMWD's cost of purchased water from the Russian River to
5 increase 3.4% from last year.

6 Drought Drive-Up

7 Mr. DeGabriele informed the Board that staff held the Drought Drive-Up at Vintage Oaks on
8 Wednesday, April 23rd. He stated that it was well attended by 240 customers and Water
9 Conservation Coordinator, Ryan Grisso, along with District Secretary Katie Young and temporary
10 employee Elena Freeman, handled the customers. Mr. DeGabriele stated that Ryan Grisso has
11 provided the Board with new water bottles as well as the drought drive-up kits which were distributed
12 that day.

13 Novato Clean and Green Day

14 Mr. DeGabriele informed the Board that he and Mr. Bentley participated in the Annual
15 Novato Clean and Green Day on April 26th and cleaned up trash along Redwood Blvd, from San
16 Marin Drive to Olive Ave.

17 Water Supply Condition Updates

18 Mr. DeGabriele advised the Board that he provided a brief update to the Novato City Council
19 on the water supply conditions and participated in an interview with KWMR radio station in West
20 Marin. He informed the Board that he also spoke to the Marin Economic Forum on May 2nd at
21 Dominican University regarding the water supply conditions and effect of water shortages on small
22 businesses.

23 School Fuel

24 Mr. DeGabriele informed the Board that Water Conservation staff had a booth at the Tour of
25 Novato School Fuel event on Saturday, May 3rd promoting the District's water conservation
26 programs.

27 Memorial for Rick Rudolph

28 Mr. DeGabriele informed the Board that he and many staff attended the burial of retired
29 employee Rick Rudolph on May 3rd.

1 Air Base Tank Media Update

2 Mr. DeGabriele alerted the Board that Marin Independent Journal published an article on the
3 Air Base Tank water release that occurred on March 17th. He stated that SF Chronicle has now
4 published an article and KRON 4 news, KTVU and KCBS ran stories on the release as well. Mr.
5 DeGabriele informed the Board that there has been no customer feedback other than the television
6 reports. Mr. Petterle stated that KGO radio hosted a talk show on the Air Base Tank water release.

7 Town Hall Meeting

8 Mr. DeGabriele informed the Board that he and President Rodoni attended the April 29th
9 Town hall meeting about water shortage in Petaluma and it wasn't very well attended.

10 OPEN TIME

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

13 STAFF / DIRECTORS' REPORTS

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

16 Mr. Clark informed the Board that the Stafford Treatment Plant started production this week,
17 operating Monday-Friday, 16 hours per day.

18 CONSENT CALENDAR

19 On the motion of Director Petterle, seconded by Director Fraites and unanimously carried,
20 the following items were approved on the consent calendar:

21 SHELL GAS STATION – 2085 NOVATO BLVD.

22 The Shell Gas Station - 2085 Novato Blvd project consists of demolition of the existing
23 convenience store at the Gas Station and construction of a new enlarged 2,520 sqft convenience
24 store with a 700 sqft upstairs office in a slightly different building foot print. New Zone 1 water
25 facilities include 10 feet of 6-inch PVC main, one 1.5-inch domestic service, one 1-inch irrigation
26 service, one commercial fire hydrant, and a 6-inch fire service with 5/8-inch bypass meter.

27 The Board approved authorization of the agreement with Resolution No. 14-7 titled:
28 "Authorization of Execution of Water Service Facilities Construction Agreement with AU Energy,
29 LLC."

1 **OMA VILLAGE – 5394 NAVE DRIVE**

2 Homeward Bound of Marin proposes to build a 14 unit multi-family apartment complex
3 consisting of four residential buildings and one community center on a 30,880 sqft lot located at
4 5394 Nave Drive. New water facilities required include 80 feet of 8-inch PVC main, one new
5 commercial fire hydrant, one 4-inch fire service, two 1-inch domestic meters and one 1-inch
6 irrigation meter. The lot will receive high pressure Zone 2 water service from the Air Base tank.

7 The approved authorization of the agreement with Resolution No. 14-8 titled: "Authorization
8 of Execution of High Pressure Water Service Facilities Construction Agreement with Homeward
9 Bound of Marin – OMA Village."

10 **2013 CONSUMER CONFIDENCE REPORT – NOVATO**

11 The Safe Drinking Water Act requires water suppliers to publish and distribute a report of
12 water quality information to its customers annually. The report contains details and results of
13 monitoring for various contaminants throughout the previous year, a description of the District's
14 sources of water and treatment regimes, as well as general information about water and its
15 constituents.

16 This year customers will receive a bill insert informing them that the report is available on our
17 website and that a paper copy will be mailed to them upon request.

18 The Board authorized the General Manager to approve final text and design for the 2013
19 Consumer Confidence Report for Novato and related bill insert.

20 **2013 CONSUMER CONFIDENCE REPORT – POINT REYES**

21 The Safe Drinking Water Act requires water suppliers to publish and distribute a report of
22 water quality information to its customers annually. The report contains details and results of
23 monitoring for various contaminants throughout the previous year, a description of the District's
24 sources of water and treatment regimes, as well as general information about water and its
25 constituents.

26 This year customers will receive a bill insert informing them that the report is available on our
27 website and that a paper copy will be mailed to them upon request.

28 The Board authorized the General Manager to approve final text and design for the 2013
29 Consumer Confidence Report for Point Reyes and related bill insert.

1 **CHANGE ORDER NO. 7 – ENVIRONMENTAL SCIENCE ASSOCIATES FOR EXPANDED**
2 **BIOLOGICAL MONITORING SERVICES**

3 At the January 7, 2014 meeting, the Board approved Change Order No. 6 to Environmental
4 Science Associates for \$30,000 to perform biological monitoring services related to the advance tree
5 removal contract. Since that time, and towards the end of the tree removal contract, Caltrans'
6 requested additional biological monitoring services from the District, primarily related to the
7 observation of a hawk nest that was found near one of the trees slated for removal. Change Order
8 No. 7 is requested to primarily cover this out of scope task which will be fully reimbursed by
9 Caltrans'.

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

12 **ACTION CALENDAR**

13 **RATE INCREASE LETTERS TO WEST MARIN WATER AND OCEANA MARIN SEWER**
14 **CUSTOMERS**

15 Mr. DeGabriele reminded the Board that a public hearing is scheduled in Pt. Reyes on June
16 24, 2014 to consider a rate increase for both West Marin water and Oceana Marin sewer rates. He
17 noted that there would be separate hearings for West Marin and Oceana Marin and the Board will
18 need to approve the letters notifying customers of the proposed rate increase and public hearing.

19 Mr. DeGabriele stated that for West Marin water there is a 7% commodity rate increase
20 proposed for July 1st. He noted that the median residential customer will see a \$31 per year
21 increase. He advised the Board that along with the proposed commodity rate increase, the District is
22 proposing a drought surcharge, which is now included in the Water Shortage Contingency Plan. Mr.
23 DeGabriele informed the Board that West Marin water customers have been notified of the
24 mandatory 25% water use reduction effective July 1st and if approved the District will apply a drought
25 surcharge of \$2.50 per 1,000 gallons for any residential customer usage over 200 gallons per day.
26 Mr. DeGabriele advised the Board that the drought surcharge will apply to commercial or non-
27 residential customers from their first gallon of usage.

28 Mr. DeGabriele stated that in Oceana Marin the sewer rate increase would be 5% and be
29 collected on the annual tax bill. He noted that the annual amount would be \$816 for the new sewer
30 charge a \$36 increase.

31 President Rodoni asked how the accounting part of the drought surcharge would work. Mr.
32 DeGabriele informed the Board that the District bills bi-monthly on each 1,000 gallon consumed and
33 it would be billed on average basis for the month with anything over 200 gallons being charged.

1 President Rodoni stated that there has been a lot of curiosity regarding the drought
2 conditions, but since the recent mailers have come out the questions have died down.

3 On motion of Director Fraites, seconded by Director Baker and unanimously carried, the
4 Board approved mailing the rate increase letters to West Marin water and Oceana Marin sewer
5 customers.

6 **RISING SUN ENERGY CENTER WATER USE SURVEY AGREEMENT**

7 Ryan Grisso, Water Conservation Coordinator, requested the Board continue the "Green
8 House Call" program with Rising Sun Energy Center. He stated that the program is going well and to
9 date there has been 1,022 calls in the District service area. He informed the Board that this program
10 specifically includes installation of showerheads and sink aerators plus toilet gallons per flush
11 determination and toilet leak detection. He noted that the District provides the fixtures needed for
12 installation and provides leak detection tablets. Mr. Grisso asked that the Board authorize a two year
13 agreement in the amount of \$8,000.

14 Director Fraites asked how the contract originated and continues between the District and
15 the customers. Mr. Grisso stated that there have been bill inserts, and information distributed at
16 outreach events such as the farmers markets, etc. Mr. Grisso further advised that PG&E publicizes
17 the energy conservation component of the "Green House Call" program.

18 On motion of Director Petterle, seconded by Director Fraites and unanimously carried, the
19 Board authorized the General Manager to execute the agreement for an amount not to exceed
20 \$8,000, with Rising Sun Energy Center, to fund the water portion of the CYES "Green House Call"
21 program through calendar year 2015.

22 **REIMBURSEMENT AGREEMENT WITH SONOMA COUNTY WATER AGENCY FOR THE**
23 **NORTH MARIN WATER DISTRICT WATER CONSERVATION PROGRAM**

24 Mr. Grisso requested the Board to approve the Reimbursement Agreement with Sonoma
25 County Water Agency for the Water Smart Home Survey Program. He stated that this program has
26 been very successful with over 460 completed since last March. He asked that the Board approve a
27 three year agreement at a funding level of \$60,000 per year.

28 On motion of Director Fraites, seconded by Director Petterle and unanimously carried, the
29 Board approved and authorized the General Manager to execute the Reimbursement Agreement for
30 the North Marin Water District Water Conservation Program with Sonoma County Water Agency.

1 **INFORMATION ITEMS**

2 **INITIAL REVIEW – FY 2014/15 PROPOSED NOVATO OPERATIONS BUDGET**

3 Mr. DeGabriele provided the Board with the initial review of the FY 2014/15 Proposed
4 Novato Operations Budget. He stated that the FY15 Operations budget is proposed at \$15.4M and
5 reflects a conservative water sales estimate of 2.7BG. He stated that the budget includes normal
6 water production out of Stafford Lake, additional costs for water conservation and increased staffing
7 to 51.5 full time equivalent employees. He advised the Board that an additional laborer is budgeted
8 to beef up man hours available for system construction/maintenance activities. Mr. DeGabriele
9 stated that in the General Administration is budgeted to increase 10% from last year's budget with
10 \$30,000 to complete the work for the Stafford Lake Taste and Odor Consultant, \$50,000 for a
11 consultant to perform hydro pneumatic tank inspections, \$14,000 for a "cyber liability" audit to review
12 the District's internet and computer security system and a re-budgeting of the \$100,000 Stafford
13 Dam Emergency Action Plan.

14 Mr. DeGabriele informed the Board that Mr. Bentley provided the Board with a great
15 summary of where the increases occur compared to this year's budget. He reminded the Board that
16 a second review will occur on May 20th.

17 **INITIAL REVIEW – FY 2014/15 NOVATO RECYCLED WATER SYSTEM BUDGET**

18 Mr. DeGabriele provided the Board with the initial review of the FY2014/15 Novato Recycled
19 Water System Budget. He stated that the District is projected to bring three new accounts online
20 and, consistent with the potable water rate increase, a 6.5% commodity rate increase is proposed to
21 be effective June 1, 2014. Mr. DeGabriele informed the Board that the FY15 budget projects
22 purchasing 85 million gallons (MG) of tertiary treated water from Novato Sanitary District and 50MG
23 from Las Gallinas Valley Sanitary District. He advised the Board that the Recycled Water System is
24 budgeted to receive \$737K in Connection Fee monies from the Novato potable water system in
25 FY15 to pay for the recycled water expansion loan debt service and to cover the cost of the North
26 Bay Water Reuse Authority's grant administration. He noted that the proposed budget projects a
27 cash surplus next fiscal year of \$289K. Mr. DeGabriele reminded the Board that along with the
28 Novato Budget, the Recycled Water System Budget will be brought back to the Board on May 20th
29 for another review.

30 **QUARTERLY PROGRESS REPORT – WATER CONSERVATION**

31 Mr. Grisso provided the Board with the quarterly progress report for Water Conservation. He
32 informed the Board that the participation numbers have increased and the Water Smart Home
33 Surveys are up over three times than the previous year. He stated that the District is expected to

1 receive \$184K in Prop 84 Grant funds to help fund HET rebates, Cash for Grass rebates, Smart
2 Controllers, Clothes Washer Rebates and a Commercial Direct Install HET program. Mr. Grisso
3 advised the Board that both of the summer *WaterLine's* have been sent out with information about
4 the drought, various events and seminars and included information on the upcoming Garden Tour.
5 He noted that he has received numerous calls since sending out the newsletter regarding water
6 conservation programs.

7 Mr. Grisso informed the Board that the water conservation expenditures are up and may go
8 up even further and that in June the water conservation program will propose adding additional
9 programs such as the hot water circulation systems, pool cover rebates and mulch giveaways.

10 President Rodoni asked if everyone received free toilets that requested them. Mr. Grisso
11 stated that the District has given away over 400 toilets and there are 130 more requested. He stated
12 that staff plans to hold one more giveaway and will consider doing the same giveaway next year.

13 Mr. DeGabriele asked Mr. Grisso to speak about the District's Facebook page. Mr. Grisso
14 stated that he and District Secretary, Katie Young, are in charge of the District's Facebook page. He
15 stated that we have 1,014 "likes" and post upcoming events, customer outreach, and drought tips on
16 the District's page.

17 **QUARTERLY PROGRESS REPORT – ENGINEERING**

18 Mr. McIntyre provided the Board with the quarterly progress report for Engineering. He
19 stated that in Novato and West Marin the District is forecasted to be below budget but exceed the
20 original budget for Recycled Water due to unexpected cost and ongoing permit requirements. He
21 informed the Board that there is a total of five carryover projects this fiscal year and that it is
22 anticipated to only use \$2.5M of the AEEP budget. He advised the Board that five projects have
23 been added including a SMART crossing upgrade in two locations, Hanna Ranch and Roblar Rd,
24 where the outer existing casing on the pipes did not extend the full width of the SMART right of way.

25 Director Baker asked about the existing casing. Mr. McIntyre stated that SMART is widening
26 the tracks in the two locations. Director Baker asked if we were going to hire a contractor to
27 complete the work and Mr. McIntyre said that the District crew would be completing the project.

28 Mr. McIntyre stated that PB replacement projects related to the City of Novato's paving
29 project have been added and that in West Marin there are three projects carried over, the tank
30 seismic upgrade and the Gallagher Well pipeline, along with the County PB Replacement.

1 Mr. McIntyre stated that 107% of the budgeted labor hours have been expended on Capital
2 Improvement Projects primarily due to the Gallagher Well Pipeline accelerated work that was not
3 anticipated.

4 Director Baker asked if there was a timeline to complete the Gallagher Well Pipeline project.
5 Mr. McIntyre stated that the project must be completed by the end of the calendar year and the
6 District provided a Notice to Proceed to Team Ghillotti yesterday and there are requirements that
7 need to be met along the way.

8 **QUARTERLY PROGRESS REPORT – OPERATIONS/MAINTENANCE**

9 Mr. Clark provided the Board with the quarterly progress report for the
10 Operations/Maintenance department stating that the Stafford Treatment Plant stayed operationally
11 ready through January in case a problem occurred on the aqueduct resulting from the Aqueduct
12 Energy Efficiency Project tie-in, but the plant was subsequently shut down and the maintenance was
13 completed quickly. He informed the Board that the biggest project in the quarter was the flushing
14 program and knowing the issues with reduction in water consumption, staff only flushed half of the
15 system using only 3MG this year rather than the normal 10MG. He noted that there were not as
16 many dirty spots in the distribution system and there hasn't been a lot of flushing water used in the
17 ends of the system. Mr. Clark congratulated all the construction/maintenance employees who
18 helped complete the flushing program quickly and smoothly.

19 Mr. Clark informed the Board that the Cross Connection Control staff is short handed but
20 they did get caught up on the recycled water projects. He advised the Board that the maintenance
21 tasks at Stafford Treatment Plant were substantially completed with annual pump and motor
22 maintenance, filter cleaning, and instrument maintenance being performed. He noted that the only
23 big project this winter included the removal of the fluidization systems from the filters.

24 Mr. Clark stated that in West Marin staff flushed the distribution system and completed
25 installing half of the tank intrusion alarm devices and tested the radio transmission capabilities
26 throughout the service area. Mr. Clark stated that in Oceana Marin staff has identified 28 manholes
27 that need to be resealed above the collection line.

28 Director Baker asked about problems with instability in Oceana Marin as the earth is moving
29 and shifting. Mr. Clark stated that there were no landslides during the rainstorms but the system is at
30 risk being so near the San Andreas Fault.

1 **NBWRA BOARD MEETING – APRIL 19, 2014**

2 Drew McIntyre informed the Board that he and Director Schoonover attended the North Bay
3 Water Reuse Authority Meeting on April 19th. He included a letter of support for AB2417 in the Board
4 packet, which would essentially exempt the recycled water projects less than 8 miles in length from
5 CEQA.

6 Mr. McIntyre stated that there was a lot of discussion on Phase 2 participants and how much
7 it was going to cost. He noted that the Phase 2 administrative costs have been reduced by 30% in
8 the budget. Mr. McIntyre informed the Board that Marin Municipal Water District is pulling out of the
9 NBWRA Phase 2 expansion and it will increase the costs to other participants including Phase 1.

10 Director Baker asked if Mr. McIntyre was surprised about MMWD. Mr. McIntyre stated that
11 he, along with others were very surprised. Mr. McIntyre stated that there has been a recent push by
12 the State to lower interest rates for SRF loans and that MMWD believes they can move more quickly
13 going with the SRF financing.

14 **NBWA – MAY 2, 2014**

15 Director Fraites informed the Board that he attended the North Bay Watershed Association
16 meeting on May 2nd. He advised the Board that Tony Hale from the San Francisco Estuary Institute
17 presented a program on watersheds and the science behind them. He noted that it was an
18 extremely informative presentation and invited the Board to view the maps online where the Board
19 can see every watershed, every creek and every restoration project that is occurring in California.

20 Mr. DeGabriele informed the Board that the North Bay Water Association budget was
21 approved and the District's share is a little less than the current fiscal year budget.

22 **TAC MEETING – MAY 5, 2014**

23 Mr. DeGabriele advised the Board that the summary of the Technical Advisory Committee
24 meeting from May 5th was distributed at tonight's meeting. He stated that the TAC continues getting
25 public comment urging the water contractors mandatory water conservation requirements. He
26 informed the Board that Lake Mendocino now holds just over 50,000AF and is approximately 50%
27 full. Lake Sonoma holds over 185,000AF and it is 75% full and the upper Russian River continues
28 to be classified as critically dry, pursuant to the Temporary Urgency Change Order. He noted that
29 the order terms out at the end of June but believes that the conditions will change to dry conditions
30 and the in stream flows will go up in the upper Russian River.

31 Mr. DeGabriele informed the Board that Sonoma County Water Agency is working hard in
32 proposing a high-efficiency toilet direct install program and a cash-for-grass program for upper
33 Russian River water users and will apply for North Coast IRWMP funding. Mr. DeGabriele advised

1 the Board that currently, Healdsburg, Cloverdale, Russian River Valley Water District, City of Ukiah
2 and Russian River Flood Control and Water Conservation District have committed to provide
3 funding along with Sonoma County Transportation Authority and Beaumont Water Company, which
4 total approximately \$500K in matching funds to solicit \$1.5M in additional grant funding through the
5 IRWMP process.

6 Mr. DeGabriele advised the Board that most Water Contractors 2013 water use is at or
7 below the 20 by 2020 target and the Regional Alliance is below the 20 by 2020 target for 2013.

8 Mr. DeGabriele stated that the Mirabel Fish Screen/Fish Ladder Project ground stabilization
9 work is about 50% completed and that the work is expected to be completed in early June. He
10 stated that Bids have been opened on the second phase of work to construct the new fish screens
11 and fish ladders and that the engineers estimate is \$10.9M.

12 Mr. DeGabriele stated that the Biological Opinion Status Update was included in the Board's
13 packet and that Grant Davis advised that the Water Resources Reform and Development Act
14 legislation had passed both in the House and Senate and the bill's are under reconciliation now and
15 that both include funding for the Russian River Biological Opinion.

16 Mr. DeGabriele stated at the next WAC/TAC meeting in June there will be a Resolution for
17 WAC members to consider supporting the grant application for Upper Russian River Water
18 Conservation Programs.

19 Mr. DeGabriele stated that at the TAC Ad Hoc meeting it was recommended that the water
20 contractors present what each Water Contractor is doing for water conservation this summer.

21 **MISCELLANEOUS**

22 The Board received the following miscellaneous information: Disbursements, FY 14 3rd
23 Quarter Labor Cost Report, Presentation of GFOA Certificate of Achievement for Excellence in
24 Financial Reporting, Baywork Executive Committee, and Marin Economic Forum.

25 The Board received the following news articles: ACWA- Sponsored Bill on Recycled Water
26 Pipeline Projects Headed for Hearing, Bucket brigade seeks to revive Dry Creek with salmon pellets,
27 Editorial: Saving water is a goal we must all share, Rainy season winding down, water officials ramp
28 up drought message, In drought dilemma, water district cuts off growers to ensure supply for homes,
29 Water reduction requested, Legal Notice re: Vacancy on NSD Board, Important Novato Watershed
30 Program, Some residents' answer to the drought: Drill, Forum to air impact of drought on Marin's
31 small businesses, Novato water tank drained after locks cut, officials say water supply safe, Officials

1 call for bids on Stafford Lake Bike Park as donors provide \$200,000, and Inaugural Dr. John L. Leal
2 Award Goes to CA-NV AWWA's Mike McGuire.

3 The Board also received the following miscellaneous item at the meeting: Technical
4 Advisory Committee Meeting – May 5, 2014 Summary. They also received the following news
5 articles: Drought prompts likely limits on tapping Russian River, others and Despite drought, Marin
6 water managers forced to dump 900K gallons after break in.

7 Director Baker recognized David Bentley and the accounting staff for the GFOA District
8 Award and stated that it reflects well on the District and it is great to receive the award five years in a
9 row.

10 Mr. DeGabriele pointed out the Press Democrat article distributed to the Board regarding
11 curtailment of water rights and stated that it is coming to fruition in the upper Russian River and Eel
12 river.

13 **CLOSED SESSION**

14 President Rodoni adjourned the Board into closed session at 8:57 p.m. in accordance with
15 Government Code Section 54956.8. Conference with Real Property Negotiators: Interconnection
16 Agreement between North Marin Water District and Marin Municipal Water District; District
17 Negotiators: General Manager, Chief Engineer, and Counsel; Negotiating Party: Marin Municipal;
18 Under Negotiation: Price and Terms.

19 **OPEN SESSION**

20 Upon returning to regular session at 9:27 p.m., President Rodoni stated that during the
21 closed session the Board had discussed the issue and no reportable action had been taken.

22 **ADJOURNMENT**

23 President Rodoni adjourned the meeting at 9:28 p.m.

24 Submitted by

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Katie Young
District Secretary

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MEMORANDUM

To: Board of Directors
From: David L. Bentley, Auditor-Controller
Subj: Public Hearing – Proposed Novato Water Rate Increase & Drought Surcharge
t:\ac\word\budget\15\public hearing - rate increase fy15.docx

May 16, 2014

RECOMMENDED ACTION: Approve

FINANCIAL IMPACT: Additional \$810,000 in FY15 Revenue

Water Rate Increase: A public hearing to consider adoption of a proposed increase in the cost of water which averages 5% for the typical residential customer and 6% for the typical non-residential customer, effective June 1, 2014, is scheduled for May 20 at 7:30 PM. Customers were noticed individually of the proposed increase by letter (Attachment A) and a notice of the Public Hearing was published in the May 14 edition of the Novato Advance (Attachment B).

Drought Surcharge: The letter to customers included a proposal to consider, as a separate matter, the adoption of a drought surcharge. The surcharge would be implemented only in the event of mandatory water use restrictions, which are not anticipated in 2014, and would terminate simultaneous with cessation of mandatory water use restrictions. The proposal is to add a surcharge of \$1.00 per thousand gallons for all water use, with a provision for residential customers exempting the first 300 gallons per day. Adopting the drought surcharge now would avoid procedural delay when a drought occurs in a future year.

Under law, a customer protest of 50% plus one would invalidate the proposed increase. Through May 16, the District received eleven letters pertaining to the proposed increase, ten opposing and one in support. The customer letters received are included as Attachment C.

Staff will make a presentation on the need for the proposed water cost increase at the meeting, after which the Board can accept public comment. Staff will then make a presentation on the proposed drought surcharge, and public comment can then be taken on that subject. Attachment D is a draft of Regulation 54 incorporating the proposed changes.

Staff Recommendation

After closing the public hearings:

1. Approve Resolution 14-XX (Attachment E) amending Regulation 54 pertaining to Water Rates and Charges to reflect an increase averaging 5% for the typical residential customer in the Novato Service Area effective June 1 of 2014;
2. Approve Resolution 14-XX (Attachment F) amending Regulation 54 pertaining to Water Rates and Charges to add a provision for the Drought Surcharge, as discussed above, applicable to the Novato Service Area.



April 4, 2014

999 Rush Creek Place
P.O. Box 146
Novato, CA 94948

PHONE
415.897.4133

FAX
415.892.8043

EMAIL
info@nmwd.com

WEB
www.nmwd.com

Re: Notice of Proposed Water Rate Increase

Dear Customer:

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

Accordingly, the North Marin Water District is proposing an increase in the cost of water which averages 5% for the typical Novato residential customer and 6% for the typical non-residential customer, effective June 1 of 2014. This letter provides details on the need for the increase and information about the public hearing where public comment will be taken prior to a vote on the proposed water rate increase by the District Board of Directors.

REASON FOR THE PROPOSED INCREASE

Higher Water Cost: The Sonoma County Water Agency (SCWA), which provides 80% of Novato's water supply, is increasing the rate it charges NMWD for Russian River water by 3.4% effective July 1, 2014. In addition, chemical and power costs to operate the Stafford Water Treatment Plant, which supplies 20% of Novato's water supply, continue to rise.

Water System Infrastructure Maintenance: The Novato water system includes 315 miles of pipeline, 37 million gallons of finished water storage distributed across 31 tanks, 27 pump stations, 16 pressure regulating stations, over 2,600 fire hydrants and a multitude of valves, all of which require ongoing maintenance. The District is now 66 years old, and much of the pipeline installed in the early years is nearing the end of its useful life and must be replaced. To maintain our finished water storage facilities, a \$2.3 million project to recoat the 5-million gallon Atherton Tank, constructed in 1973, is planned for the coming fiscal year.

RATE COMPARISON

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

PROPOSED RATE INCREASE

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

Residential Accounts: It is proposed that a commodity rate increase of 6.5% for all water used be implemented effective June 1, 2014. No increase in the bimonthly service charge is proposed. For the typical Novato single-family residence, the proposed increase in the total cost of water (commodity charge plus bimonthly service charge) is 5%. The proposed increase would add \$2.50 per month (\$5 per bimonthly bill) to the cost of water for a typical single-family residence beginning June 2014.

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

Non-Residential Accounts (Commercial, Institutional & Irrigation): It is proposed that an increase in the commodity rate of 6.5% for all water used be implemented effective June 1, 2014. No increase in the bimonthly service charge is proposed. The increase for non-residential customers will vary based upon water use. In Novato the median non-residential account uses more water than the median residential account, and would therefore see an increase in the total cost of water (commodity charge plus bimonthly service charge) of 6%. You can determine the increase in your annual water cost based on your consumption over the past year from our website. Insert your NMWD account number and name on your account into the Rate-Increase Model on NMWD's website at <http://www.nmwd.com/accountbalance.php>.

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 only in the event of mandatory water use restrictions. **MANDATORY WATER USE RESTRICTIONS ARE NOT ANTICIPATED IN 2014.** The NMWD Water Shortage Contingency Plan includes provisions for a Drought Surcharge which would serve to mitigate both the revenue loss incurred during a drought, as well as a possible surcharge required for summer purchases of Russian River water during declared shortages pursuant to the Restructured Agreement for Water Supply between SCWA and NMWD.

The proposed Drought Surcharge would be temporary and would be implemented concurrent with mandatory water use restrictions, and terminated when mandatory use restrictions end. The Drought Surcharge is proposed to be adopted in 2014 to avoid delay when a drought occurs in a future year. The concern is that adding future procedural delay to the District's existing 2-month billing cycle could defer the intended conservation signal beyond the summer peak demand period.

The proposal is to add a surcharge of \$1.00 per thousand gallons for all water use by non-residential customers. For residential customers, the \$1.00 per thousand gallon surcharge would apply only to the amount of water use in excess of 300 gallons per day.

Assuming the mandatory use restriction remained in effect for an entire year, for the typical single-family residence, the proposed surcharge would add \$16 annually to the water bill, assuming no reduction in water use. If the typical single-family residence reduced water use by 20%, there would be no increase in cost. For the median non-residential customer, the proposed surcharge would add \$163 annually, or, if the non-residential customer reduced water use by 20%, the increase in cost would be \$130 annually.

WATER RATE PUBLIC HEARING

A public hearing will be held at the NMWD office (999 Rush Creek Place, Novato) at 7:30 p.m. on Tuesday, May 20, 2014, to consider enactment of an increase averaging 5% effective June 1, 2014, and, in addition, to consider adoption of a Drought Surcharge to be implemented in the event a mandatory reduction in water use is declared.

HOW TO PARTICIPATE

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

Your written protest must be received prior to the close of the May 20, 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 visit NMWD's website at www.nmwd.com or call the District Secretary at (415) 897-4133.

Sincerely,



Chris DeGabriele
General Manager

NOVATO WATER CHARGES

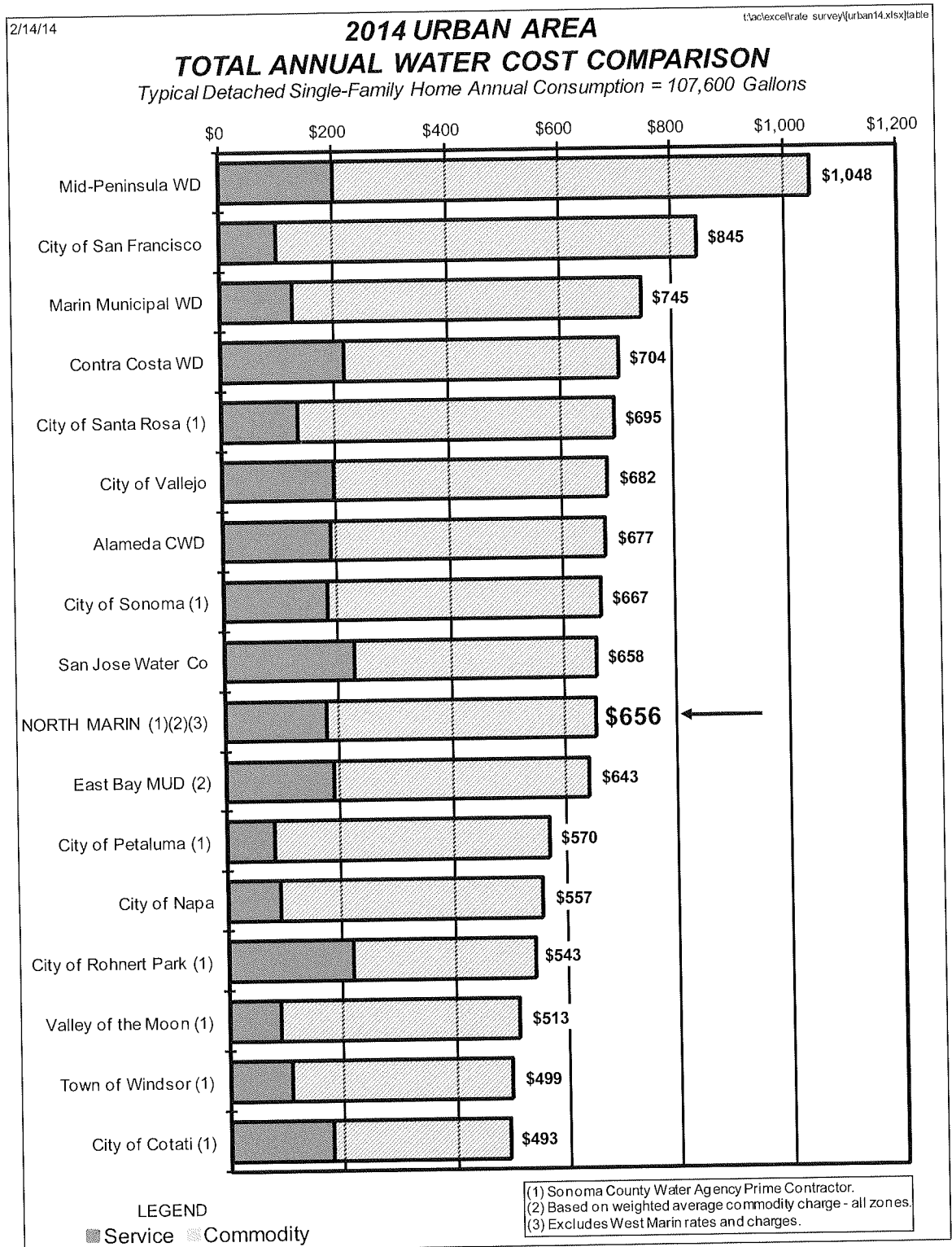
	Existing	Proposed	%
	6/1/13	6/1/14	Increase
A BI-MONTHLY SERVICE CHARGE OF:			
STANDARD 5/8-INCH METER	\$30.00	\$30.00	0.0%
1 -inch residential meter for fire sprinklers	\$34.00	\$34.00	0.0%
1 -inch meter	\$60.00	\$60.00	0.0%
1.5 -inch meter	\$73.00	\$73.00	0.0%
2 -inch meter	\$114.00	\$114.00	0.0%
3 -inch meter	\$227.00	\$227.00	0.0%
4 -inch meter	\$364.00	\$364.00	0.0%
6 -inch meter	\$761.00	\$761.00	0.0%
8 -inch meter	\$1,134.00	\$1,134.00	0.0%
 PLUS A QUANTITY RATE OF:			
<u>Residential rate for each 1,000 gallons</u>	<u>Rate</u>	<u>Rate</u>	
First 615 gallons per day	\$4.03	\$4.29	6.5%
616 - 1,845 gallons per day	\$6.42	\$6.84	6.5%
Use in excess of 1,845 gallons per day.....	\$11.17	\$11.90	6.5%
 <u>Rate for each 1,000 gallons for all other potable water accounts</u>			
Commercial, institutional & irrigation accounts - 11/1-5/31.....	\$4.44	\$4.73	6.5%
Commercial, institutional & irrigation accounts - 6/1-10/31.....	\$4.77	\$5.08	6.5%
 <u>Rate for each 1,000 gallons for non-potable water</u>			
Recycled Water	\$4.44	\$4.73	6.5%
Raw (Untreated) Water	\$1.83	\$1.95	6.5%
 PLUS AN ELEVATION ZONE RATE FOR EACH 1,000 GALLONS OF:			
<u>Zone</u> <u>Elevation</u>	<u>Rate</u>	<u>Rate</u>	
A 0 through 60 feet.....	\$0.00	\$0.00	-
B 60 feet - 200 feet.....	\$0.48	\$0.51	6.5%
C 200 feet +.....	\$1.54	\$1.64	6.5%
 d. Hydrants or Temporary Service	 \$6.31	 \$6.72	 6.5%

DROUGHT SURCHARGE

In the event a mandatory reduction in water use is triggered under the District's Water Shortage Contingency Plan for the Greater Novato Area, a Drought Surcharge will be implemented simultaneous with enactment of the mandatory stage. The Drought Surcharge will serve to mitigate the revenue loss resulting from a reduction in water use, as well as the liquidated damages assessed by the Sonoma County Water Agency pursuant to the Water Shortage and Apportionment Provision of the Restructured Agreement for Water Supply.

The Drought Surcharge shall be a quantity charge for each 1,000 gallons as follows:

Residential Accounts: Use in excess of 300 gallons per day.....	\$1.00
Commercial, Institutional and Irrigation Accounts: All Use.....	\$1.00



FICTITIOUS BUSINESS
NAME STATEMENT
FILE# 134603

Business start or change
date N/A. The following

newspaper for publica-
tion: NOVATO ADVANCE.
Business start or change
date 01/01/2013. The fol-

(6 WINDWARD RD.,
BELVEDERE, CA 94920)

BEACH LLC, 9 REGENT
CT., NOVATO, CA 94947

North Marin Water District WATER RATE HEARING
Purpose: Consider Proposed Rate Increase • Impact Area: Greater Novato Area
Date and Time: Tuesday, May 20, 2014 at 7:30 p.m. • Place: 999 Rush Creek Place, Novato

PROPOSAL

NMWD is proposing an increase in water rates and charges averaging 5% for the typical Novato single-family residence. The increase is proposed to be effective June 1 of 2014.

NEED FOR INCREASE

Higher Water Cost: The Sonoma County Water Agency (SCWA), which provides 80% of Novato's water supply, is increasing the rate it charges NMWD for Russian River water by 3.4% effective July 1, 2014. In addition, chemical and power costs to operate the Stafford Water Treatment Plant, which supplies 20% of Novato's water supply, continue to rise.

Water System Infrastructure Maintenance: The Novato water system includes 315 miles of pipeline, 37 million gallons of finished water storage distributed across 31 tanks, 27 pump stations, 16 pressure regulating stations, over 2,600 fire hydrants and a multitude of valves, all of which require ongoing maintenance. The District is now 66 years old, and much of the pipeline installed in the early years is nearing the end of its useful life and must be replaced. To maintain our finished water storage facilities, a \$2.3 million project to recoat the 5-million gallon Atherton Tank, constructed in 1973, is planned for the coming fiscal year.

NMWD's rates remain reasonable. You can assess this for yourself by comparing NMWD's cost of water service to 16 counterpart Bay Area water agencies (see Urban Area Water Cost Comparison at <http://www.nmwd.com>). The comparison shows that the typical cost of service for a Novato single-family residence remains below the median of our counterpart agencies.

IMPACT

Residential Accounts: The proposed series of increases would add \$2.50 per month (\$5 per bimonthly bill) to the cost of water for a typical single-family residence.

Non-Residential Accounts (Commercial, Institutional & Irrigation): The increases for non-residential customers will vary based upon water use. The median non-residential account would see a 6% increase commencing June 1, 2014.

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

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 only in the event of mandatory water use restrictions. **MANDATORY WATER USE RESTRICTIONS ARE NOT ANTICIPATED IN 2014.** The proposed Drought Surcharge would be temporary, and would be implemented concurrent with mandatory water use restrictions, and terminated when mandatory use restrictions end. It would serve to mitigate both the revenue loss incurred during a drought, as well as a possible surcharge required for summer purchases of Russian River water during declared shortages. The Drought Surcharge is proposed to be adopted in 2014 to avoid delay when a drought occurs in a future year.

The proposal is to add a surcharge of \$1.00 per thousand gallons for all water use by non-residential customers. For residential customers, the \$1.00 per thousand gallon surcharge would apply only to the amount of water use in excess of 300 gallons per day. Assuming a mandatory use restriction remained in effect for an entire year, for the typical single-family residence, the proposed surcharge would add \$16 annually to the water bill, assuming no reduction in water use. If the typical single-family residence reduced water use by 20%, there would be no increase in cost. For the median non-residential customer, the proposed surcharge would add \$163 annually, or, if the non-residential customer reduced water use by 20%, the increase in cost would be \$130 annually.

PUBLIC HEARING

A public hearing will be held at the NMWD office (999 Rush Creek Place, Novato) at 7:30 p.m. on Tuesday, May 20, 2014, to consider enactment of the proposed increases. You are cordially invited to attend the hearing, or mail or email your comments (info@nmwd.com). For more information visit NMWD's website or call the District Secretary at (415) 897-4133.

Sealed proposa
p.m., May 13, 2
Project plans a
City of Novato
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California.

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date. Failure t
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Public Works
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ties. Bid rigg
ern time, telep
other fraudule
continuing eff
will be respec

DATED: 4/2

Novato Advance
5/14/14

April 8, 2014

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

From: Jeff Clark
NMWD Account # 1410411
801 Paxton Villa Ct
Novato, CA 94947

RECEIVED
APR 10 2014
North Marin Water District

Re: Proposed water rate increase.

Dear District Secretary,

I support the proposed water rate increase based on the information you provided in your April 4, 2014 Notice of Proposed Water Rate Increase. My family has lived in Novato since 1997 and we appreciate the importance of having a safe, reliable, sustainable, and efficient water supply. This is particularly important as it becomes increasingly obvious that water is a limited but essential natural resource. Looking at our most recent NMWD bill, we paid \$72.20 for 67 days of water service. This is a bit more than one dollar per day for a family of four. For the cost of a cup of coffee, we receive a safe, reliable supply of water for drinking, cooking, bathing, laundry, cleaning, and for our garden. I find this to be one of the best deals there is. Your proposed water rate increase notice explained why the increase is necessary and it looks reasonable to me. With the increased rate, the cost of NMWD-supplied water will still be very reasonable. If people are concerned about this rate increase, I would encourage them to find ways to reduce their water usage to compensate and keep their water bills from rising. This is the approach that we intend to take this spring by replacing a front lawn with more water-efficient landscaping.

Best regards,


Jeff Clark

ATTACHMENT C

4/24/14

North Marin Water District;

We are strongly opposed to the rate increase. You wouldn't have higher water cost if you would increase our water storage capacity at Stafford Lake. This has been an issue for years and I don't see NMWD doing anything to help us become less dependent of the SCWA.

William T. Bradley

Murphie Bradley

William T. & Murphie Bradley

3100 Vineyard Road

Novato, CA 94947

RECEIVED
APR 25 2014
North Marin Water District

Address 4 Joan Ave 4/26/14
NOVATO, CA

We protest to the proposed water
rate increase. NO INCREASE!

The economy is still bad and prices
continue to increase and there is
no relief in sight.

Sincerely,

We are the customer of record -

Marguerite Lopez

Marguerite Lopez

David Lopez



RECEIVED

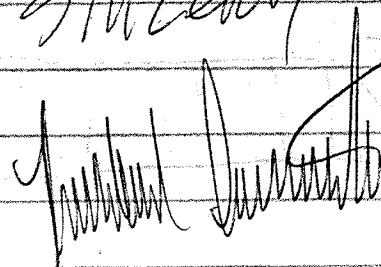
APR 30 2014

North Marin Water Distrib

New Secretary of
North Marin Water District

I protest your rate
increase

Sincerely



30 Hqs Padres Cir
Novato CA 94947

NMWD Account #

1151902

RECEIVED
APR 14 1967

North Marin Water District
District Office

April 24, 2014

~~Dear~~ North Marin Water District
PO BOX 146
Novato Ca 94948

Dear North Marin Water District,

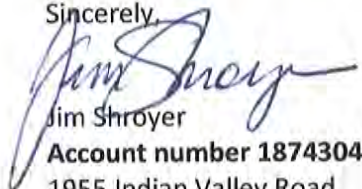
I oppose all rate increases or surcharges at this time.

I would like the city of Novato and NMWD to explain to the residents of our town, how they will address and accommodate the water needs for all the proposed high density projects mandated by our regional government for Novato.

This subject is conveniently ignored by our elected officials. **I would like a statement from NMWD how they will accommodate this mandated housing growth with our lack of water.** Will the current residents have to cut back even further on water usage so corporate developers can make millions off of high density housing in our city?

I await your response.

Sincerely,


Jim Shroyer
Account number 1874304
1955 Indian Valley Road
Novato Ca 94947
892-3662

James A. & Carole L. Gray
730 Arlington Circle
Novato, CA 94947-4906
415-382-9194

RECEIVED

APR 24 2014

April 22, 2014

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

North Marin Water District

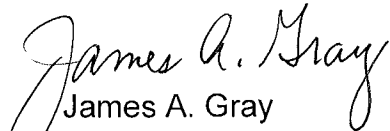
Subject: Rate Increase Protest (Parcel Number 150-541-11, NMWD Account Number 1123702)

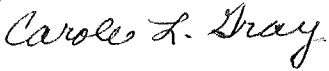
By this letter, we protest the water rate increases that you plan to implement on 1 June 2014.

We are seniors and are retired. This increase along with all the other tax increases will eventually drive us out of our home and California. You already raised rates over the past three years and there appears to be no end in sight.

Note: even though the General Manager's rate increase letter was dated 4 April 2014, we did not receive it until Saturday, 12 April 2014 or Monday 14 April 2014. You need to build this mailing lag time into the customer allowed response time.

Sincerely,


James A. Gray



Carole L. Gray

George D. Trahms and Carol J. Trahms
153 Windwalker Way
Novato, CA 94945-3436


April 16, 2014

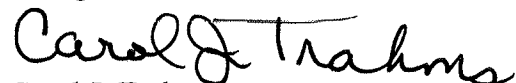
District Secretary
North Marin Water District
P.O. Box 146
Novato, CA 94948

Dear District Secretary:

My wife, Carol, and I have been long term Novato residents. Our home account number is 4017104. We value our service from the NMWD. However, this letter is a formal protest to the proposed water rate increase and proposed drought surcharge explained in your 4/4/14 letter. Our economy cannot support this water rate increase.

Thank you,


George D. Trahms


Carol J. Trahms

RECEIVED
APR 18 2014
North Marin Water District

RECEIVED

APR 21 2014

10:00 AM

To: North Marin Water District

From: Jeffrey Pratt 15 Wildwood lane. 146-340-82

I protest the water rate increase proposed for June 1, 2014. You just gave yourself an 11% increase per year for 3 years in a row.

Also I disagree with the proposed drought surcharge, All agencies, towns, cities and counties affected by a drought should declare state of emergency and have our tax dollars take care of it.

Thank you



4-19-14

4-15-2014

RECEIVED

APR 16 2014

North Marin Water District
999 Rush Creek Place
PO Box 146
Novato, CA 94948

North Marin Water District

Ref: Proposed Water Rate Increase

Dear Sir,

Please note that I am very much opposed to a rate increase. You mentioned a rate increase by SCWA (3.4% increase) as well as chemical and power costs to operate the Stafford Water treatment plant yet you do not state what those increases are for the latter or why they have increased. Yet you are asking us to approve a 6.5% increase.

You also state that 2.3 million dollar project is planned for the upcoming year to recoat the Atherton Tank which was constructed in 1973. How shortsighted can you get when you have a 41 year old tank and not have budgeted reserves for this project over the many years!

I would like to know how much North Marin Water District has raised salaries last year and what is planned for this fiscal year. I wonder what portion of the rate increase will go toward salaries, especially for management.

The District needs to do a much better job of budgeting, not raise water rates to make up the constant shortfalls.

Sincerely,



Ellen Shannahan
601 Indian Way
Novato, CA 94949

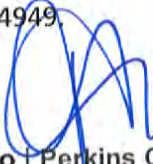
Portillo, Pablo (Perkins Coie)

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

Dear Chris

RESPECTFULLY PROTEST TO PROPOSED RATE INCREASE.

Resident and Family of
553 Bolling Circle
Novato, CA 94949



Pablo Portillo | Perkins Coie LLP
Four Embarcadero Center, Suite 2400
San Francisco, CA 94111
PHONE: (415) 344-7038 • FAX: (415) 344-7288
E-MAIL: pportillo@perkinscoie.com

NMWD account number
4232803

RECEIVED
North Marin Water District

NOTICE: This communication may contain privileged or other confidential information. If you have received it in error, please advise the sender by reply email and immediately delete the message and any attachments without copying or disclosing the contents.
Thank you.

5/12/13

RECEIVED

MAY 16 2014

North Marin Water District

North Marin Water District -

This letter is to protest the proposed rate increase of 5% effective 6/1/14 and adoption of a Drought Surcharge. My account # is 600803.

Sincerely,

R. Milstein

DRAFT

NORTH MARIN WATER DISTRICT REGULATION 54 WATER RATES

a Rates for Domestic, Commercial and Industrial Users, Novato Service Area

- (1) The following minimum service charge and water quantity rates shall be paid for domestic, commercial and industrial water service for each meter once every two months:

A BI-MONTHLY SERVICE CHARGE OF:

	Rate Effective <u>6/1/14</u>
Standard 5/8 inch meter	\$30.00
For 1-inch meter*	\$60.00
1.5-inch meter*	\$73.00
2-inch meter	\$114.00
3-inch meter	\$227.00
4-inch meter	\$364.00
6-inch meter	\$761.00
8-inch meter	\$1,134.00

*(see paragraph f)

PLUS A QUANTITY CHARGE OF:

	Rate Effective <u>6/1/14</u>
<u>Residential Rate for Each 1,000 Gallons</u>	
First 615 gallons per day (gpd)	\$4.29
616 up to 1,845 gpd	\$6.84
Use in excess of 1,845 gpd	\$11.90

Rate for 1,000 Gal for All Other Potable Water Accounts

Commercial, Institutional & Irrigation Accounts - 11/1 – 5/31	\$4.73
Commercial, Institutional & Irrigation Accounts - 6/1 – 10/31	\$5.08

Rate For 1,000 Gallons For Non-Potable Water

Recycled Water	\$4.73
Raw (Untreated) Water from Stafford Lake	\$1.95

PLUS AN ELEVATION ZONE CHARGE FOR EACH 1,000 GALLONS

<u>Zone</u>	<u>Elevation</u>	Rate Effective <u>6/1/14</u>
A	0 through 60 feet	\$0.00
B	60 feet – 200 feet	\$0.51
C*	200 feet +	\$1.64

*Any consumer receiving water through a District owned and maintained hydro-pneumatic system shall be assigned to Zone C irrespective of said consumer's actual elevation.

NMWD Regulation 54, adopted 1/65

Revised: 1/67, 6/67, 1/71, 3/72, 2/74, 5/74, 6/74, 8/75, 3/75, 4/76, 5/77, 7/77, 6/78, 7/78, 7/78, 7/79, 3/80, 7/78, 7/21/81, 11/81, 12/82, 4/84, 2/87, 5/88, 7/89, 9/89, 7/90, 8/90, 3/91, 4/92, 6/92, 7/92, 9/92, 10/92, 3/93, 7/93, 7/94, 8/94, 11/94, 3/95, 4/95, 7/95, 2/96, 5/96, 6/96, 2/97, 6/97, 2/98, 6/98, 7/99, 6/00, 7/00, 12/00, 06/01, 07/01, 1/02, 06/02, 7/02, 06/03, 01/04, 06/04, 07/04, 6/05, 7/05, 06/06, 07/06, 12/06, 07/07, 6/08, 7/08, 7/09, 6/10, 7/10, 6/11, 7/11, 9/11, 7/12, 6/13

(2) Consumers outside the Improvement District boundary shall pay the Elevation Zone C Rate.

(3) In the event a mandatory reduction in water use is triggered under the District's Water Shortage Contingency Plan for the Greater Novato Area, a Drought Surcharge will be implemented simultaneous with enactment of the mandatory stage. The Drought Surcharge will serve to mitigate the revenue loss resulting from a reduction in water use, as well as the liquidated damages assessed by the Sonoma County Water Agency pursuant to the water shortage and apportionment provisions of the Restructured Agreement for Water Supply. The Drought Surcharge shall be a quantity charge for each 1,000 gallons as follows:

Residential Accounts: Use in excess of 300 gallons per day	\$1.00
Commercial, Institutional and Irrigation Accounts: All Use	\$1.00

b Rates for Service to Privately Owned Fire Protection Systems, All Service Areas

The rates for service through detector check assemblies owned by the District to privately owned and maintained systems supplying sprinklers, hydrants or other facilities exclusively for fire fighting shall be paid once every two months as follows:

Size of Detector Assembly

	Rate Effective 6/1/14
2 inches or less	\$15.00
4 inches.....	\$28.00
6 inches.....	\$54.00
8 inches.....	\$83.00
10 inches.....	\$109.00

c Rates for Domestic, Commercial and Industrial Users, West Marin Service Area:

(1) The following minimum service charge and water quantity rates shall be paid for domestic, commercial and industrial water service for each meter once every two months:

<u>MINIMUM SERVICE CHARGE</u>	<u>Effective 07/1/13</u>
For 5/8 x 3/4-inch meter.....	\$30.00
For 1-inch meter*.....	\$60.00
For 1 1/2-inch meter*.....	\$73.00
For 2-inch meter.....	\$114.00
For 3-inch meter.....	\$227.00
For 4-inch meter.....	\$364.00
For all meters in Paradise Ranch Estates	\$46.00

*(see paragraph f)

PLUS A QUANTITY CHARGE

<u>Residential Rate for Each 1,000 Gallons Per Dwelling Unit</u>	<u>Effective 7/1/13</u>
First 400 gallons per day (gpd)	\$6.68
401 up to 900 gpd	\$9.25
Use in excess of 900 gpd.....	\$14.84

Rate Per 1,000 Gallons for All Other Accounts

Commercial, Industrial and Irrigation Accounts Nov 1 – May 31	\$6.75
Commercial, Industrial and Irrigation Accounts June 1 – Oct 31	\$9.34

PLUS A HYDRAULIC ZONE CHARGE FOR EACH 1,000 GALLONS

<u>Zone</u>	<u>Hydraulic Zone</u>	<u>Effective 7/1/13</u>
1	Point Reyes Station	\$0.00
2	Bear Valley, Silver Hills, Inverness Park & Lower Paradise Ranch Estates (Elevation 0' – 365')	\$0.18
3	Olema	\$0.66
4	Upper Paradise Ranch Estates (Elevation 365' +)	\$4.46

- (2) Effective July 1, 2013, charge for raw water delivered from Lagunitas Creek shall be paid once every two months at the rate of \$0.37 per 1,000 gallons.
- (3) Effective July 1, 2013 consumers outside the Improvement District boundary shall pay an additional \$2.67 per 1,000 gallons.

d. Rates for Water Service from Hydrants or Other Temporary Service

The following rates shall be paid for water delivered via hydrant meter or pursuant to permit issued by the District from hydrants or for any temporary service as authorized in Regulation 5 or for use through a fire service meter.

<u>Novato Service Area</u>	<u>Rate Effective 6/1/14</u>
For each 1,000 gallons	\$6.72

<u>West Marin Service Area</u>	<u>Effective 7/1/13</u>
For each 1,000 gallons	\$13.80

The quantity of water delivered as aforesaid shall be determined by the District.

e. Service Arrangements Requiring Assessment of Additional Minimum Service Charges, All Service Areas

A minimum service charge established by this regulation, equal to \$15.00 bi-monthly shall be paid for each dwelling unit which includes a kitchen and which is metered pursuant to Regulation 4.b.(5).

f. Minimum Service Charge for Residential Connections with Fire Fighting Equipment

Where a meter larger than is otherwise required is installed solely to provide capacity for private fire sprinklers or other fire-fighting equipment in single-family residential connections, the minimum bi-monthly service charge shall be:

<u>Rate Effective 6/1/14</u>
\$34.00

g. Charges for Testing & Maintenance of Backflow Preventers Performed by District

(1) Each consumer having a backflow prevention device serviced by the District shall pay a bimonthly fee for servicing the device as shown below.

District Owned DCV Devices:

Services Performed by District	Size	Rate Effective <u>6/1/14</u>
Testing, Repair, Replacement	3/4" + 1"	\$12.00
Testing, Repair, Replacement	1 1/2"	\$16.00

Privately Owned DCV Devices:

Services Performed by District	Size	Rate Effective <u>6/1/14</u>
Testing	3/4" + 1"	\$7.00
Testing	1 1/2"	\$12.00
Testing	2"	\$19.00
Testing	3" + 4"	\$28.00

District Owned RPP Devices:

Services Performed by District	Size	Rate Effective <u>6/1/14</u>
Testing, Repair, Replacement	3/4" + 1"	\$34.00
Testing, Repair, Replacement	1 1/2" + 2"	\$48.00
Testing, Repair, Replacement	3" + 4"	\$114.00
Testing, Repair, Replacement	6" + 8"	\$247.00

Privately Owned RPP Devices:

Services Performed by District	Size	Rate Effective <u>6/1/14</u>
Testing	3/4" + 1"	13.00
Testing	1 1/2" + 2"	\$25.00
Testing	3" + 4"	\$52.00
Testing	6" + 8"	\$101.00

If any customer requires that testing or maintenance be performed outside of normal work hours of the District an additional charge equivalent to the overtime charges incurred by the District will be assessed.

(2) Exemptions

Exemptions from the testing program are permitted on a case-by-case basis as may be approved by the District and the California Department of Public Health, Office of Drinking Water, District Sanitary Engineer. All such exemptions are conditioned on periodic inspection to ensure that exemption criteria are still being met. Each consumer that applies for and receives such an exemption shall pay a bimonthly fee of:

Rate
Effective
6/1/14
\$2.80

RESOLUTION 14 - XX

**RESOLUTION OF THE BOARD OF DIRECTORS OF
NORTH MARIN WATER DISTRICT
AMENDING REGULATION 54 – WATER RATES**

WHEREAS, the Board of Directors hereby finds and determines that certain of the water rates and charges adjusted herein or previously adopted by the Board are imposed based on the supply of water to be used or consumed by the customer. The Board of Directors also finds and determines that these rates and charges are not imposed upon real property or upon a person as an incident of property ownership, and such rates or charges may be reduced or avoided by a customer by reducing or discontinuing water use; and

BE IT RESOLVED by the Board of Directors of North Marin Water District that Regulation 54 of the North Marin Water District is adopted as follows, effective June 1, 2014:

PLUS A QUANTITY CHARGE OF:

	Rate Effective <u>6/1/14</u>
<u>Residential Rate for Each 1,000 Gallons</u>	
First 615 gallons per day (gpd)	\$4.29
616 up to 1,845 gpd	\$6.84
Use in excess of 1,845 gpd	\$11.90
 <u>Rate for 1,000 Gal for All Other Potable Water Accounts</u>	
Commercial, Institutional & Irrigation Accounts - 11/1 – 5/31	\$4.73
Commercial, Institutional & Irrigation Accounts - 6/1 – 10/31	\$5.08
 <u>Rate For 1,000 Gallons For Non-Potable Water</u>	
Recycled Water	\$4.73
Raw (Untreated) Water from Stafford Lake	\$1.95

PLUS AN ELEVATION ZONE CHARGE FOR EACH 1,000 GALLONS

<u>Zone</u>	<u>Elevation</u>	Rate Effective <u>6/1/14</u>
A	0 through 60 feet	\$0.00
B	60 feet – 200 feet	\$0.51
C*	200 feet +	\$1.64

*Any consumer receiving water through a District owned and maintained hydro-pneumatic system shall be assigned to Zone C irrespective of said consumer's actual elevation.

(2) Consumers outside the Improvement District boundary shall pay the Elevation Zone C Rate.

NMWD Regulation 54, adopted 1/85
Revised: 1/67, 6/67, 1/71, 3/72, 2/74, 5/74, 6/74, 8/75, 3/75, 4/76, 5/77, 7/77, 6/78, 7/78, 7/78, 7/79, 3/80, 7/781, 7/21/81, 11/81, 12/82, 4/84, 2/87, 5/88, 7/89, 9/89, 7/90, 8/90, 3/91, 4/92, 6/92, 7/92, 9/92, 10/92, 3/93, 7/93, 7/94, 8/94, 11/94, 3/95, 4/95, 7/95, 2/96, 5/96, 6/96, 2/97, 6/97, 2/98, 6/98, 7/99, 6/00, 7/00, 12/00, 06/01, 07/01, 1/02, 06/02, 7/02, 06/03, 01/04, 06/04, 07/04, 6/05, 7/05, 06/06, 07/06, 07/07, 6/08, 7/08, 7/09, 6/10, 7/10, 6/11, 7/11, 9/11, 7/12

d. Rates for Water Service from Hydrants or Other Temporary Service

The following rates shall be paid for water delivered via hydrant meter or pursuant to permit issued by the District from hydrants or for any temporary service as authorized in Regulation 5 or for use through a fire service meter.

<u>Novato Service Area</u>	Rate Effective <u>6/1/14</u>
For each 1,000 gallons.....	\$6.72

* * * * *

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 twentieth of May 2014, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINED:

Katie Young, District Secretary
North Marin Water District

(SEAL)

RESOLUTION 14 - XX

**RESOLUTION OF THE BOARD OF DIRECTORS OF
NORTH MARIN WATER DISTRICT
AMENDING REGULATION 54 – WATER DROUGHT SURCHARGE**

WHEREAS, the Board of Directors hereby finds and determines that certain of the water rates and charges adjusted herein or previously adopted by the Board are imposed based on the supply of water to be used or consumed by the customer. The Board of Directors also finds and determines that these rates and charges are not imposed upon real property or upon a person as an incident of property ownership, and such rates or charges may be reduced or avoided by a customer by reducing or discontinuing water use; and

BE IT RESOLVED by the Board of Directors of North Marin Water District that Regulation 54 of the North Marin Water District is adopted as follows, effective June 1, 2014:

- a. (3) In the event a mandatory reduction in water use is triggered under the District's Water Shortage Contingency Plan for the Greater Novato Area, a Drought Surcharge will be implemented simultaneous with enactment of the mandatory stage. The Drought Surcharge will serve to mitigate the revenue loss resulting from a reduction in water use, as well as the liquidated damages assessed by the Sonoma County Water Agency pursuant to the water shortage and apportionment provisions of the Restructured Agreement for Water Supply. The Drought Surcharge shall be a quantity charge for each 1,000 gallons as follows:

Residential Accounts: Use in excess of 300 gallons per day	\$1.00
Commercial, Institutional and Irrigation Accounts: All Use	\$1.00

* * * * *

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 twentieth of May 2014, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINED:

Katie Young, District Secretary
North Marin Water District

(SEAL)

NMWD Regulation 54, adopted 1/65
Revised: 1/67, 6/67, 1/71, 3/72, 2/74, 5/74, 6/74, 8/75, 3/75, 4/76, 5/77, 7/77, 6/78, 7/78, 7/78, 7/79, 3/80, 7/7/81, 7/21/81, 11/81, 12/82, 4/84, 2/87, 5/88, 7/89, 9/89, 7/90, 8/90, 3/91, 4/92, 6/92, 7/92, 9/92, 10/92, 3/93, 7/93, 7/94, 8/94, 11/94, 3/95, 4/95, 7/95, 2/96, 5/96, 6/96, 2/97, 6/97, 2/98, 6/98, 7/99, 6/00, 7/00, 12/00, 06/01, 07/01, 1/02, 06/02, 7/02, 06/03, 01/04, 06/04, 07/04, 6/05, 7/05, 06/06, 07/06 12/06, 07/07, 6/08, 7/08, 7/09, 6/10, 7/10, 6/11, 7/11, 9/11, 7/12, 5/14

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NORTH MARIN WATER DISTRICT
MONTHLY PROGRESS REPORT FOR April 2014
 May 20, 2014

1.

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

Month	FY13/14	FY12/13	FY11/12	FY10/11	FY09/10	14 vs 13 %
July	385	389	371	379	360	-1%
August	360	396	373	368	367	-9%
September	332	346	347	358	335	-4%
October	313	283	249	278	233	10%
November	229	166	183	164	176	38%
December	182	146	156	141	149	25%
January	168	151	178	146	140	11%
February	119	148	147	134	124	-20%
March	154	211	156	151	152	-27%
April	177	240	171	194	164	-26%
FYTD Total	2,419	2,476	2,331	2,313	2,200	-2%

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

Month	FY13/14	FY12/13	FY11/12	FY10/11	FY09/10	14 vs 13 %
July	9.3	9.8	9.2	9.9	10.0	-5%
August	9.3	9.7	9.4	9.9	10.6	-5%
September	8.5	8.3	8.7	9.2	9.6	3%
October	8.0	7.4	6.5	7.8	6.9	8%
November	6.8	5.2	5.1	4.9	5.6	31%
December	6.4	4.5	4.9	4.8	4.5	43%
January	5.9	5.0	4.8	4.3	4.2	18%
February	4.4	4.4	4.5	3.9	3.9	2%
March	5.0	5.4	4.4	5.6	5.7	-9%
April	5.0	6.0	5.4	4.9	4.3	-17%
FYTD Total	68.5	65.7	63.0	65.3	65.1	4%

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

Month	FY13/14	FY12/13	FY11/12	FY10/11	FY09/10	14 vs 13 %
July	98	49	115	109	152	101%
August	83	83	126	108	150	0%
September	56	72	77	112	155	-22%
October	82	88	113	111	80	-7%
November	5	64	106	95	0	-93%
December	2	0	49	0	0	-
January	0	21	0	0	0	-
February	0	57	0	0	0	-
March	0	61	0	52	32	-
April	0	67	0	98	36	-
FYTD Total	326	560	586	686	604	-42%

Recycled Water Production - in Million Gallons - FY to Date

Month	FY13/14	FY12/13	FY11/12	FY10/11	FY09/10	14 vs 13 %
July	27.6	11.2	11.0	11.9	12.0	147%
August	26.2	10.5	12.2	11.2	12.9	149%
September	18.6	8.5	9.6	9.5	10.2	119%
October	15.8	0.0	0.0	2.6	2.6	-
November	6.4	0.0	0.0	0.0	0.0	-
December	1.6	0.0	0.0	0.0	0.0	-
January	1.2	0.0	0.0	0.0	0.0	-
February	1.8	0.0	0.0	0.0	0.0	-
March	1.2	1.4	0.0	0.0	0.0	-9%
April	8.3	8.8	2.5	0.0	0.0	-6%
FYTD Total	108.6	40.3	35.3	35.2	37.7	169%

2. Stafford Lake Data

	April Average	April 2013	April 2014
Rainfall this month	1.7 Inches	0.9 Inches	0.9 Inches
Rainfall this FY to date	20.0 Inches	19.3 Inches	12.7 Inches
Lake elevation*	193.4 Feet	193.5 Feet	188.8 Feet
Lake storage**	1.206 MG	1,213 MG	908 MG

* Spillway elevation is 196.0 feet

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

Temperature (in degrees)

	Minimum	Maximum	Average
April 2013 (Novato)	46	105	68
April 2014 (Novato)	43	100	66

3. Number of Services

April 30	Novato Water			Recycled Water			West Marin Water			Oceana Marin Sw		
	FY14	FY13	Incr %	FY14	FY13	Incr %	FY14	FY13	Incr %	FY14	FY13	Incr %
Total meters	20,726	20,753	-0.1%	47	20	135%	820	819	0.1%	-	-	-
Total meters active	20,500	20,493	0.0%	44	15	193%	776	776	0.0%	-	-	-
Active dwelling units	23,934	23,939	0.0%	0	0	-	813	811	0.2%	229	227	0.9%

4. Oceana Marin Monthly Status Report (April)

Description	April 2013	April 2014
Effluent Flow Volume (MG)	0.476	0.590
Irrigation Field Discharge (MG)	0.770	0.893
Treatment Pond Freeboard (ft)	4.4	3.6
Storage Pond Freeboard (ft)	6.2	4.2

5. Developer Projects Status Report (April)

Job No.	Project	% Complete	% This month
2763	City Administration Office	99	4
2772	35 Rowland Way (Chick-Fil-A)	99	4

District Projects Status Report - Const Dept (April)

Job No.	Project	% Complete	% This month
8677.19	Flushing Taps at Dead-Ends	100	50
1723.14	Clay Ct. PB Replacement	95	5
7123.16	County PB Replacement (Novato)	90	90
7123.18	County PB Replacement (West Marin)	95	95
8738.03	SMART Crossing Rework – Hanna Ranch	5	5
1723.14	Clay Ct. PB Replacement	90	10

Employee Hours to Date, FY 13/14

As of Pay Period Ending April 30, 2014

Percent of Fiscal Year Passed = 83%

Developer Projects	Actual	Budget	% YTD Budget	District Projects		
				Actual	Budget	% YTD Budget
Construction	686	1,400	49	4,473	5,607	80
Engineering	728	1,480	49	4,305	3,698	116

6. Safety/Liability

	Industrial Injury with Lost Time			Liability Claims Paid		
	Lost Days	OH Cost of Lost Days (\$)	No. of Emp. Involved	No. of Incidents	Incurred (FYTD)	Paid (FYTD) (\$)
FY through April 14	60	24,960	1	0	2	872
FY through April 13	0	0	0	0	2	4,430

Days without a lost time accident through April 30, 2014= 324 days

7. Energy Cost

FYE	Kwh	April		Fiscal Year-to-Date thru April		
		¢/Kwh	Cost/Day	Kwh	¢/Kwh	Cost/Day
2014 Stafford TP	71,065	17.6¢	\$416	577,436	17.1¢	\$325
Pumping	86,171	15.0¢	\$432	1,357,109	15.3¢	\$685
Other*	36,850	17.3¢	\$212	425,838	19.4¢	\$271
	194,087	16.4¢	\$1,026	2,360,383	16.5¢	\$1,277
2013 Stafford TP	73,702	17.0¢	\$418	555,671	16.1¢	\$290
Pumping	106,269	13.6¢	\$517	1,119,109	15.2¢	\$587
Other*	34,498	16.3¢	\$201	371,179	19.4¢	\$249
	214,468	15.2¢	\$1,126	2,045,959	16.2¢	\$1,134
2012 Stafford TP	26,125	14.0¢	\$62	622,338	15.9¢	\$327
Pumping	53,409	16.3¢	\$299	1,064,262	14.7¢	\$565
Other*	32,212	17.3¢	\$185	345,222	18.9¢	\$229
	111,746	16.0¢	\$526	2,031,822	15.8¢	\$1,110

*Other includes West Marin Facilities

8. Water Conservation Update

	Month of April 2014	Fiscal Year to Date	Program Total to Date
High Efficiency Toilet (HET) Rebate (\$100 each)	39	288	2,912
Retrofit Certificates Filed	25	240	5,009
Cash for Grass Rebates Paid Out	5	38	560
Washing Machine Rebates	17	267	6,418
Water Smart Home Survey	20	322	1,739

9. Utility Performance Metric

SERVICE DISRUPTIONS	April No. of Customers Impacted
PLANNED	
Duration Between 0.5 and 4 hours	4
Duration Between 4 and 12 hours	
Duration Greater than 12 hours	
UNPLANNED	
Duration Between 0.5 and 4 hours	4
Duration Between 4 and 12 hours	
Duration Greater than 12 hours	

SERVICE LINES REPLACED	April
Polybutylene	3
Copper (Replaced or Repaired)	1

NORTH MARIN WATER DISTRICT

Summary of Complaints & Service Orders April 2014

5/12/2014

<u>Type</u>	<u>Apr-14</u>	<u>Apr-13</u>	<u>Action Taken April 2014</u>
<u>Consumers' System Problems</u>			
Service Line Leaks	21	8	Notified Consumer
Meter Leak Consumer's Side	1	0	Notified Consumer
House Plumbing	0	0	~
Noisy Plumbing	0	0	~
Seepage or Other	0	0	~
House Valve / Meter Off	11	4	Turned Back On
Nothing Found	7	6	Notified Consumer
Low Pressure	0	0	~
High Pressure	0	0	~
Water Waster Complaints	0	0	~
Total	40	18	
<u>Service Repair Reports</u>			
Register Replacements	0	0	~
Meter Replacement	2	2	Notified Customer
Meter Box Alignment	0	0	~
Meter Noise	0	0	~
Dual Service Noise	0	0	~
Box and Lids	0	2	~
Water Off/On Due To Repairs	3	5	Notified Customer
Misc. Field Investigation	3	4	Notified Customer
Total	8	13	
<u>Leak NMWD Facilities</u>			
Main-Leak	0	0	~
Mains-Nothing Found	0	0	~
Mains-Damage	1	0	Repaired
Service- Leak	7	8	Repaired
Services-Nothing Found	6	2	Notified Consumer
Service-Damaged	0	0	~
Fire Hydrant-Leak	2	3	Repaired
Fire Hydrants-Nothing Found	0	0	~
Fire Hydrants-Damaged	2	1	Repaired
Meter Replacement	8	0	Replaced
Meters-Leak	0	0	~
Meters-Nothing Found	0	1	~
Meters Damaged	0	0	~
Washer Leaks	5	7	Replaced
Total	31	22	
<u>High Bill Complaints</u>			
Consumer Leaks	6	8	Notified Consumer
Meter Testing	0	0	~
Meter Misread	2	1	Notified Consumer
Nothing Found	6	11	Notified Consumer
Projected Consumption	0	0	~
Excessive Irrigation	0	0	~
Total	14	20	

NORTH MARIN WATER DISTRICT

Summary of Complaints & Service Orders April 2014

5/12/2014

Type	Apr-14	Apr-13	Action Taken April 2014
<u>Low Bill Reports</u>			
Meter Misread	0	0	~
Stuck Meter	0	0	~
Nothing Found	1	1	Notified Consumer
Projected Consumption	0	0	~
Minimum Charge Only	0	0	~
Total	1	1	
<u>Water Quality Complaints</u>			
Taste and Odor	1	0	<p><i>Customer reported medicinal taste in water. (Caspar Pl)</i> Lab staff noted a slight chlorine odor. Chlorine levels were normal for NMWD. Customer was notified of results.</p>
Color	0	0	~
Turbidity	0	0	~
Suspended Solids	0	0	~
Other	4	0	<p><i>Customer reported dirty water. (Tamalpais Ave)</i> Results for NMWD supply were normal. Outside tap connected to private well. Advised customer to ensure adequate separation between systems.</p> <p><i>Customer reported pink residue in toilet bowl. (Charmaine Ct)</i> Common bacteria called Serratia marcescens. Grows in dark areas that are constantly moist. Customer was notified of results.</p> <p><i>Customer requested testing for minerals. (Winged Foot Dr)</i> All locations in customer's home had similar results & typical for NMWD supply. Customer was notified of results.</p> <p><i>Customer requested water testing for pipe erosion. (Shields Ln)</i> Copper & manganese were not detected. Customer was notified of results.</p>
Total	5	0	
<u>TOTAL FOR MONTH:</u>	99	74	34%
<u>Fiscal YTD Summary</u>			
Consumer's System Problems	299	338	<p><u>Change Primarily Due To</u> Decrease In Service Line Leaks Decrease In Meter Replacement Increase In Nothing Found Decrease In Nothing Found ~ Increase In Taste & Odor</p>
Service Repair Report	98	120	
Leak Complaints	238	224	
High Bill Complaints	343	433	
Low Bills	1	4	
Water Quality Complaints	57	32	
Total	1,036	1,151	-10%

NORTH MARIN WATER DISTRICT

Summary of Complaints & Service Orders April 2014

5/12/2014

<u>Type</u>	<u>Apr-14</u>	<u>Apr-13</u>	<u>Action Taken April 2014</u>
<u>"In House" Generated and Completed Work Orders</u>			
<u>Check Meter:</u> possible consumer/District leak, high bill, flooded, need read, etc.	155	184	
<u>Change Meter:</u> leaks, hard to read	8	3	
<u>Possible Stuck Meter</u>	6	2	
<u>Repair Meter:</u> registers, shut offs	0	0	
<u>Replace Boxes/Lids</u>	3	3	
<u>Hydrant Leaks</u>	0	0	
<u>Trims</u>	85	46	
<u>Dig Outs</u>	169	87	
<u>Letters to Consumer:</u> meter obstruction, trims, bees, gate access, etc.			0
<u>Misc:</u> locate meter, get meter number, cross connection follow ups, kill service, etc.	0	0	
	426	325	

Bill Adjustments Under Board Policy:

April 14 vs. April 13

Apr-14	28	\$7,337
Apr-13	16	\$4,864

Fiscal Year to Date vs. Prior FYTD


13/14 FYTD	313	\$106,859
12/13 FYTD	318	\$113,611

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MEMORANDUM

To: Board of Directors

May 16, 2014

From: David L. Bentley, Auditor-Controller 

Subj: Auditor-Controller's Monthly Report of Investments for April 2014

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RECOMMENDED ACTION: Information

FINANCIAL IMPACT: None

At month end the District's Investment Portfolio had an amortized cost value (i.e., cash balance) of \$17,573,636 and a market value of \$17,581,003. During April the cash balance increased by \$147,857. The market value of securities held increased by \$68 during the month. The ratio of total cash to budgeted annual operating expense, excluding the \$5,689,586 unexpended balance of the Bank of Marin loan, stood at 90%, up 1% from the prior month. April marks the achievement of the District's target ratio of 90% of annual operating expense, or \$11.9 million.

At April 30, 2014, 63% of the District's Portfolio was invested in California's Local Agency Investment Fund (LAIF), 16% in Time Certificate of Deposits, 11% in Corporate Medium Term Notes, and 6% in US Treasury Notes. The weighted average maturity for the portfolio was 170 days, compared to 171 days at the end of March. The LAIF interest rate for the month was 0.23%, compared to 0.24% the previous month. The weighted average Portfolio rate was 0.35%, the same as the previous month. Including interest paid by Black Point Partners on the StoneTree Golf Club Recycled Water Facilities Loan, the District earned \$12,879 in interest revenue during April, with 58% earned by Novato Water, 37% earned by Recycled Water (by virtue of the Black Point Partners loan) and the balance distributed to the other improvement districts.

Given that 63% of the District's Investment Portfolio is invested in LAIF, it is important to monitor the financial health of the State Treasury. State Controller John Chiang's April report on California's financial position stated:

"A resurgent economy, combined with voter-approved tax increases, has boosted California's fortunes by the tune of an additional \$2 billion. This good news will feed the temptation to spend, but that should be tempered by two absolute certainties: boom revenue cycles are always followed by times of exasperation; and years of accumulated debt and unfunded liabilities must be effectively managed if California hopes for long-term prosperity."

**NORTH MARIN WATER DISTRICT
AUDITOR-CONTROLLER'S MONTHLY REPORT OF INVESTMENTS
April 30, 2014**

Type	Description	S&P Rating	Purchase Date	Maturity Date	Cost Basis ¹	4/30/2014 Market Value	Yield ²	% of Portfolio
LAIF	State of CA Treasury	A	Various	Open	\$11,066,443	\$11,069,952	0.23% ³	63%
Time Certificate of Deposit								
TCD	Ally Bank	n/a	9/28/12	10/1/14	\$248,000	\$248,000	0.85%	1%
TCD	Goldman Sachs	n/a	12/5/12	12/5/14	248,000	248,000	0.75%	1%
TCD	GE Capital Retail Bank	n/a	10/11/13	4/13/15	248,000	248,000	0.80%	1%
TCD	Discover Bank	n/a	5/1/13	5/1/15	248,000	248,000	0.50%	1%
TCD	GE Capital Bank	n/a	6/10/13	6/8/15	248,000	248,000	0.50%	1%
TCD	American Express	n/a	8/1/13	8/3/15	248,000	248,000	0.70%	1%
TCD	Compass Bank	n/a	9/4/13	9/4/15	248,000	248,000	0.65%	1%
TCD	Sallie Mae Bank	n/a	10/23/13	10/23/15	248,000	248,000	0.80%	1%
TCD	BMW Bank	n/a	12/11/13	12/11/15	248,000	248,000	0.70%	1%
TCD	Key Bank	n/a	3/19/14	3/21/16	248,000	248,000	0.45%	1%
TCD	Barclays Bank	n/a	4/15/14	4/15/16	248,000	248,000	0.55%	1%
					\$2,728,000	\$2,728,000	0.64%	16%
US Treasury Notes								
Treas	1,000 - 3.13%	n/a	3/26/14	6/15/16	\$998,919	\$1,000,000	0.55%	6%
Corporate Medium Term Notes								
MTN	General Electric	AA+	1/29/13	10/9/15	\$1,002,139	\$1,005,263	0.70%	6%
MTN	Toyota Motor Credit	AA-	5/14/13	7/17/15	1,004,519	1,004,007	0.51%	6%
					\$2,006,658	\$2,009,270	0.60%	11%
Other								
Agency	Marin Co Treasury	AA+	Various	Open	\$475,361	\$475,361	0.22%	3%
Bond	Olema G.O. Bond	A+	5/31/91	1/1/15	3,933	4,098	5.00%	0%
Other	Various	n/a	Various	Open	294,321	294,321	0.00%	2%
TOTAL IN PORTFOLIO					\$17,573,636	\$17,581,003	0.35%	100%

Weighted Average Maturity = **170 Days**

LAIF: State of California Local Agency Investment Fund.

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

TCD: Time Certificate of Deposit

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

Bond: Annual \$4,113 payment is paid by tax levy on Olema residents.

Other: Comprised of 4 accounts used for operating purposes. US Bank Operating Account, US Bank STP SRF Loan Account, Bank of Marin AEEP Checking Account & NMWD Petty Cash Fund.

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

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

3 Earnings are calculated daily - this represents the average yield for the month ending April 30, 2014.

<u>Interest Bearing Loans</u>	Loan Date	Maturity Date	Original Loan Amount	Principal Outstanding	Interest Rate
Black Point Partners-BPGL	6/30/06	2/28/24	\$3,612,640	\$2,170,551	2.40%
Employee Housing Loans (7)	Various	Various	1,249,200	1,249,200	Contingent
Employee Computer Loans (2)	Various	Various	4,464	844	1.51% (avg)
TOTAL INTEREST BEARING LOANS			\$4,866,304	\$3,420,595	

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

7

MEMORANDUM

To: Board of Directors

May 16, 2014

From: Chris DeGabriele, General Manager *CD*

Subj: Resolution of Support for Downtown Novato Theater Project
t:\gm\bod misc 2014\novato theater.docx

RECOMMENDED ACTION: Board adopt a Resolution Supporting the Downtown Novato Theater Project

FINANCIAL IMPACT: None

The Novato Theater Non-Profit Organization has requested a Resolution of Support from the Water District for their continued efforts to rebuild the Downtown Novato Theater. This resolution is an indication of community support and comes with no financial cost to the District. The Novato Sanitary District has adopted a similar resolution and the Novato Theater Board has requested the Water District follow suit, pursuant to the attached request.

RECOMMENDATION:

Board adopt a Resolution Supporting the Downtown Novato Theater Project as attached.

Approved by GM *CD*
Date *5/16/2014*

**DRAFT
RESOLUTION 14-**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF
NORTH MARIN WATER DISTRICT SUPPORTING DOWNTOWN NOVATO PROJECT**

WHEREAS, the historic downtown Novato Theater is a community project and the Novato Theater, a Non-Profit 501(c)(3) public benefit corporation has made significant strides in leading and moving forward with the renovation project.

WHEREAS, rebuilding the downtown Novato Theater will substantially add to the cultural and economic vitality of our community today and for generations to come.

WHEREAS, the Novato Theater will benefit the people of Novato and be rebuilt as a year round community cultural center providing a venue for cinema, live music, and performing arts including live theater, dance recitals, simulcast showing of live opera, Broadway shows and sporting events.

WHEREAS, the rebuilt Novato Theater will be available for rent for meetings and private events by Novato citizens, businesses and community organizations.

WHEREAS, the Novato Theater will have a special focus on educational outreach programming for children of all ages in Novato and the North Bay.

NOW, THEREFORE, IT IS HEREBY RESOLVED that the Board of Directors of the North Marin Water District support and commend the efforts of the Downtown Novato Theater Project that will; enhance the downtown Novato appearance and appeal; will attract visitors to our community; and will be economically and culturally beneficial to the citizens of Novato.

* * * * *

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 day 20th of May, 2014 by the following vote:

AYES: Directors
NOES:
ABSENT:
ABSTAINED:

(SEAL)

Katie Young, District Secretary
North Marin Water District



RECEIVED

MAY 02 2014

North Marin Water District

April 30, 2014

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

RE: Downtown Novato Theater Project

Dear Chris:

On behalf of the entire Novato Theater team, we truly appreciate your support in getting this community icon rebuilt. All indications show that this will be a valuable economic and cultural asset for Novato and beyond. As we build our Public / Private Partnerships to make this "dream come to life", we would greatly appreciate formalizing the support of the North Marin Water District in a resolution. For your convenience, we have drafted up the potential wording for your review, revision and Board of Director's consideration.

If you deem valuable, we would be pleased to make a statement or presentation to your Board of Director's, or answer any questions they might have about the project and our progress. Please feel free to visit our website at www.novatotheater.net.

In advance, our sincere appreciation for your public support of this vital project. Working together as a community we will make our beloved downtown theater a reality again. I look forward to hearing from you at your earliest convenience.



Kind Regards,

Diet Stroeh
Novato Theater Board Chair

8

MEMORANDUM

To: Board of Directors May 16, 2014

From: Drew McIntyre, Chief Engineer 
Carmela Chandrasekera, Associate Engineer 

Subject: Approve Notice of Completion for AEEP B3 Tree Removal Project (The Professional Tree Care Company)

R:\Folders by Job No\7000 jobs\7118\AEEP B3 Advance Tree Removal 7118.20\7118.20 TPTCC Notice of Completion BOD memo.docx

RECOMMENDED ACTION: Authorize the General Manager to execute and file a Notice of Completion for the AEEP B3 Tree Removal project.

FINANCIAL IMPACT: None

Pursuant to and in conformance with contract requirements for the Aqueduct Energy Efficiency Project Reach A-D/Marin Sonoma Narrows B3 Project (aka AEEP B3) Tree Removal project, the contractor (The Professional Tree Care Company) has fulfilled their obligations under the contract. Corrections of all work deficiencies and punch list items have been completed. All work performed by The Professional Tree Care Company (TPTCC) has been inspected by District staff, design consultant (CSW/Stuber-Stroeh) and Environmental Science Associates. TPTCC's field work was completed on April 14, 2014.

Per the Contract Documents, TPTCC has furnished written notice that the work is complete, that all subcontractors and equipment suppliers have been paid, and TPTCC has released the District of all claims (see Attachment A). A Notice of Completion is provided as Attachment B which, if approved, will be filed with Marin County on May 21, 2014. Final payment (for monies held in retention) in the amount of \$2,519.51 will be processed for release on or about June 26, 2014 subject to absence of any claims filed during the 30-day notice period.

Project Cost Summary

The Board approved the award of the AEEP B3 Tree Removal project contract with TPTCC on January 7, 2014 for \$179,975 with a contingency of \$18,000 (10% of contract value). On March 18, 20124 the Board approved an increase in the contingency to The Professional Tree Care Company's contract from 10% to 35% for a total contingency of \$63,000. Total change orders amounted to \$42,244.21 leaving an unspent contingency balance of ~\$21,000. Of the \$42,244 in extra work paid to TPTCC, 95% will be reimbursed by Caltrans.

RECOMMENDATION

Authorize the General Manager to execute and file a Notice of Completion for the AEEP B3 Tree Removal project.

CONDITIONAL WAIVER
RELEASE AND CERTIFICATE OF FINAL PAYMENT

TO: North Marin Water District (District)

JOB: AEEP B3 Tree Removal
JOB NO: 1 7118.20
CONTRACT DATED: Jan. 14, 2014

CONTRACTOR:
The Professional Tree Care Company
2828 8th St.
Berkeley, CA 94710

DESCRIPTION OF PROJECT:

Removing approximately 306 trees and clearing brush along the 101 corridor from San Antonio Road, Marin County north to Kastania Road in south Sonoma County as shown in the drawings 1.7118.20 TR-01 through TR-13. The trees shall be removed down to 12 inches above existing grade. Work includes disposing of removed tree trunks and chipped branches. Tree stumps shall be left in place.

DESCRIPTION OF SITE (LOCATION):

Along the 101 corridor from San Antonio Road, Marin County north to Kastania Road in south Sonoma County.

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

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

In consideration of the sum of \$2,519.51 as final payment under the contract to be received hereafter within a reasonable time, the undersigned, upon receipt of such final payment, waives and releases and forever discharges the District and the site and property from all claims, stop notices and obligations of every nature arising out of or in connection with the performance of said contract by the undersigned and all amendments thereto except as set forth below.

NONE

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

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

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

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

Executed this 15th day of MAY 2014

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

The Professional Tree Care Co
(Name of Contractor)

By: [Signature]

Charles Desjardis
Printed Name of Signatory

Title: Bid Coordinator

Distribution:

Original: Contractor
Copy: Job File

Recording requested by:

NORTH MARIN WATER DISTRICT

When Recorded Mail To:

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

NORTH MARIN WATER DISTRICT
NOVATO, CALIFORNIA

NOTICE OF COMPLETION

To: Marin County Recorder
4186 Civic Center
San Rafael, CA 94913

Date: May 21, 2014

File No. 1 7118.20

Date of Completion: April 14, 2014

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

OWNER'S ESTATE OR INTEREST:

Easement _____ Fee Title X Encroachment Permit _____
Other (describe) _____

CONTRACTOR:

The Professional Tree Care Company
2828 8th St.
Berkeley, CA 94710

TITLE OF PROJECT: AEEP B3 Tree Removal

DESCRIPTION OF PROJECT: Removing approximately 306 trees and clearing brush along the 101 corridor from San Antonio Road, Marin County north to Kastania Road in south Sonoma County as shown in the drawings 1.7118.20 TR-01 through TR-13. The trees shall be removed down to 12 inches above existing grade. Work includes disposing of removed tree trunks and chipped branches. Tree stumps shall be left in place.

DESCRIPTION OF SITE (LOCATION): Along the 101 corridor from San Antonio Road, Marin County north to Kastania Road in south Sonoma County.

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

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

Chris DeGabriele, General Manager

VERIFICATION
STATE OF CALIFORNIA)
COUNTY OF MARIN)

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

SEAL:


Chris DeGabriele, General Manager

Date and Place

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

9

MEMORANDUM

To: Board of Directors
From: Pablo Ramudo, Water Quality Supervisor 
Subject: Third Quarter FY 13/14 – Water Quality Report
P:\LAB\WQ Supv\WQ Reports\2014\3rd Qtr FY14 WQ Rpt.doc

May 16, 2014

RECOMMENDED ACTION: Information
FINANCIAL IMPACT: \$0

The water served to the communities of Novato and Point Reyes met federal and state primary and secondary water quality standards during the third quarter of fiscal year 2013-2014.

Following is a review of the activities and water quality issues in regards to:

- Source Water
- Treatment Performance
- Distribution System Water Quality
- Novato Recycled Water

NOVATO SYSTEM

Source Water: Stafford Lake

Stafford Lake water was not used as a source of drinking water during. Water quality was monitored on a weekly basis throughout the quarter for chemical and mineral components as well as microbiological activity.

Algae and plankton from the raw water intake were identified and enumerated. Total algae numbers were low as is typical in winter months. There were only two species in appreciable numbers during the quarter, one diatom and one filamentous green algae.

Stafford Lake Watershed

During the rainy season, we conduct our monthly watershed monitoring program. Water runoff entering Stafford Lake is sampled at eight different locations (flow permitting). The water is analyzed for fecal coliform bacteria, solids, as well as for nutrients (three forms of nitrogen and two forms of phosphorous) which can fuel algal blooms and create other water quality challenges.

This past season, as in 2012/2013, we worked with the owners of the Grossi Dairy in an attempt to decrease the amount of nutrients entering the lake. This was done by restricting the spreading of manure, which is normally applied to grazing pastures all over the watershed, to areas further from the lake and to areas off of the Stafford Lake watershed.

Stafford Lake Watershed (continued)

Concentrations of some nutrients coming into the lake were higher in samples from this year than from those from last year. This may be attributable to the rainfall patterns and sample timing so further analysis of data will be necessary to evaluate the effectiveness of manure management.

Treatment Performance: Stafford Treatment Plant

Stafford Treatment Plant remained off during the quarter.

Distribution System: Novato

Of the 233 routine samples collected for compliance with the Total Coliform Rule, there were no coliform positive samples this quarter. Chlorine residual concentrations throughout our distribution system were good.

Average disinfection by-product concentrations were well below the maximum contaminant limit (MCL).

POINT REYES SYSTEM

Source Water: Coast Guard Wells

Raw water quality was good throughout quarter. Levels of constituents associated with salt water intrusion were fairly steady. Chloride ranged from 23-45 mg/L while sodium ranged from 29-49 mg/L. Bromide ranged from 90-190 ug/L.

Treatment Performance: Point Reyes Treatment Plant

Treatment was optimal throughout most of the quarter and finished water quality was good. Iron and manganese were not detected in treated water.

Distribution System: Point Reyes

Of 23 routine samples collected for compliance with the Total Coliform Rule, there were no coliform positive samples this quarter. Chlorine residual concentrations throughout our distribution system were good.

Concentrations of disinfection by-products (DBPs) were low during the quarter.

PR BOD Memo Re Third Quarter FY 13/14 Water Quality Report

NOVATO RECYCLED WATER

Deer Island Recycled Water Facility

The Deer Island plant did not produce water during the quarter.



North Marin Water District- 3rd Quarter FY2013/2014

Bacteriological Quality Monitoring

Novato: 233 samples analyzed. No samples positive for coliform bacteria.
Point Reyes: 23 samples analyzed. No samples positive for coliform bacteria

Chemical Quality Monitoring

Constituent	Units	Maximum Contaminant level	SCWA North Marin Aqueduct	Stafford Treatment Plant	Point Reyes Treatment Plant
Conductivity	umhos/cm	900 *	305	NA**	302
TDS	mg/L	500 *	147	NA**	149
Hardness	mg/L	-	111	NA**	63.7
Alkalinity	mg/L	-	118	NA**	90.2
Calcium	mg/L	-	21.8	NA**	9.28
Magnesium	mg/L	-	13.6	NA**	10.7
Copper	mg/L	1.0*	ND	NA**	ND
Iron	mg/L	0.3*	ND	NA**	ND
Manganese	mg/L	0.05 *	ND	NA**	ND
Zinc	mg/L	5.0 *	ND	NA**	ND
Sodium	mg/L	-	17.4	NA**	31.8
Chloride	mg/L	250 *	8.37	NA**	26.4
Sulfate	mg/L	250 *	14.0	NA**	8.87
Fluoride	mg/L	2.0 (1.4-2.4)	0.098	NA**	0.094
Nitrite as N	mg/L	1.0	ND	NA**	ND
Nitrate as N	mg/L	10	0.463	NA**	0.198
pH	pH units	8.5 *	8.49	NA**	7.35
Turbidity	NTU	5	0.057	NA**	0.10
Color	PCU	15	<2.5	NA**	<2.5
Free Chlorine	mg/L	4.0	0.56	NA**	0.79
Total Chlorine	mg/L	4.0	0.62	NA**	0.86
Temperature	° C	-	12.8	NA**	12.5
Odor	TON	3	<1	NA**	<1

*Indicates secondary drinking water standard

**Stafford Treatment Plant off during this quarter.


ND = Not Detected
NA = Not Analyzed

10

MEMORANDUM

To: Board of Directors

May 16, 2014

From: David L. Bentley, Auditor-Controller 

Subj: Second Review – Proposed FY 2014/15 Novato Water Equipment Budget
t:\aclword\budget\15\equip budget 15 review 2.docx

RECOMMENDED ACTION: Provide Direction to Staff

FINANCIAL IMPACT: None at this time. \$198,000 proposed for June 17 Public Hearing

Since the April 15 review, no dollar changes have been made to the proposed FY15 Equipment Budget. The evaluation of appropriate replacement vehicles for the 2005 Honda Civic Hybrids is ongoing.

Following is a chart showing ten years of equipment purchases history (A), and a five-year vehicle and equipment replacement plan (B).

A public hearing and approval of the Equipment Budget is scheduled for June 17, 2014.

**Proposed
Equipment Expenditures
Fiscal Year 2014/2015 Budget**

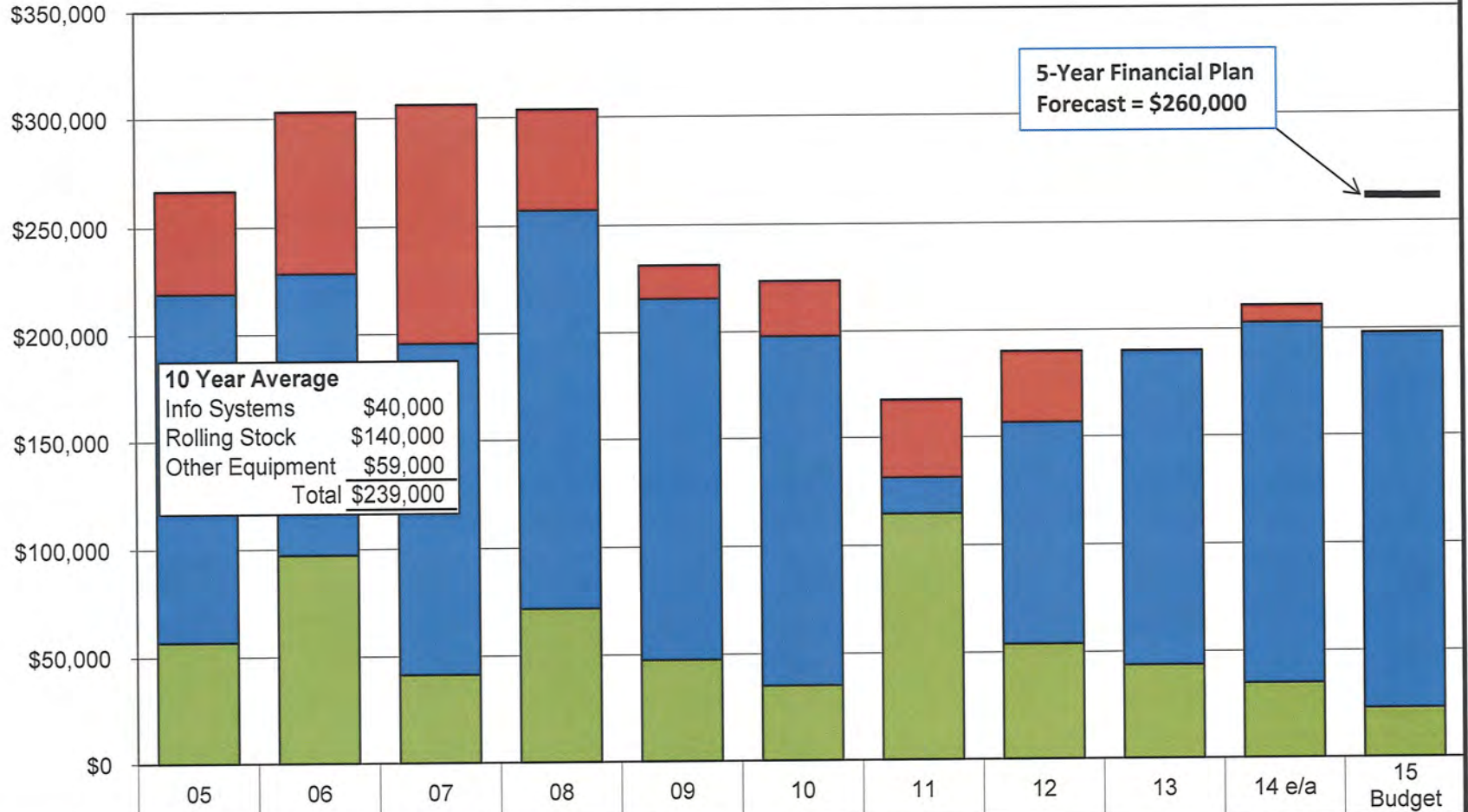
5/15/14

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		Approved	Description
1 CONSTRUCTION			
12102.01.00	a.	2" Mole for Services	\$6,000 Replacement piercing tool (mole), hose, oiler and launch pad used to install or replace service lines without trenching.
12102.01.00	b.	Leak Calculator with 3 Data Loggers	\$12,000 Used to locate or triangulate small leaks in mains and services where the water does not surface.
12102.01.00	c.	Hydraulic Power Grit Utility Saw	\$5,000 For cutting large diameter pipe in close quarters, and replaces use of gas powered saw in confined space.
			\$23,000
2 VEHICLE & ROLLING EQUIPMENT EXPENDITURES			
12104.01.00	a.	4x4 Loader (Used)	\$89,000 Replace '93 Case 4x4 Loader. Will be auctioned
12104.01.00	b.	Forklift	\$30,000 Replace '89 Kalmar. Will be auctioned
12104.01.00	c.	Replacement Car	\$28,000 Replace '05 Honda Civic Hybrid with 64K miles due to cost of battery replacement and electronic control repairs. Will be auctioned.
12104.01.00	d.	Replacement Car	\$28,000 Replace '05 Honda Civic Hybrid with 46K miles due to cost of battery replacement and electronic control repairs. Will be auctioned.
			\$175,000
Total			\$198,000

	Adopted Budget 2013/14	Estimated Actual 2013/14	Proposed Budget 2014/15
RECAP			
Equipment	\$56,000	\$43,000	\$23,000
Rolling Stock	\$175,000	\$168,000	\$175,000
	\$231,000	\$211,000	\$198,000

History of Equipment Purchases



	05	06	07	08	09	10	11	12	13	14 e/a	15 Budget
Info Systems	\$47,650	\$74,666	\$110,726	\$46,572	\$15,761	\$25,925	\$36,375	\$33,346	\$0	\$8,000	\$0
Rolling Stock	\$162,234	\$131,185	\$154,281	\$185,181	\$168,055	\$162,696	\$16,671	\$103,057	\$146,305	\$168,000	\$175,000
Other Equipment	\$56,715	\$97,287	\$41,238	\$71,888	\$47,520	\$35,082	\$114,612	\$53,724	\$43,764	\$35,000	\$23,000
Total	\$266,599	\$303,138	\$306,245	\$303,641	\$231,336	\$223,703	\$167,658	\$190,127	\$190,069	\$211,000e	\$198,000

5-Year Vehicle and Equipment Replacement Plan

Updated 5/15/2014

FY14/15	New Item Description	Replacement Item Description	Cost
1	Forklift	#902B 1989 Kalmar	\$30,000
2	4X4 Loader (used)	#62 1993 Case 4X4 Loader	\$89,000
3	Replacement Car w/Radio	#56 2005 Honda Civic Hybrid	\$28,000
4	Replacement Car w/Radio	#57 2005 Honda Civic Hybrid	\$28,000
Total			\$175,000

Note: 56, 57, 62 & 902B will be auctioned. Hondas replaced due to the expected high cost of battery & electronic control repairs.

FY15/16	New Item Description	Replacement Item Description	Cost
1	Backhoe 4X4 Diesel	#77 2004 John Deere 310 SG	\$115,000
2	1/2 Ton 4X4, alt fuel w/Tool Box & Radio	#501 2006 Chevy Colorado 4X4	\$25,000
3	3/4 Ton 4x4 pickup, Alt fuel, Radio, Light Bar	#506 2008 Ford F250 4x4, bad fuel/engine	\$30,000
Total			\$170,000

Note: 77, 501, & 505 will be auctioned.

FY16/17	New Item Description	Replacement Item Description	Cost
1	5 Yard Diesel Dump truck	#44 2002 International Dump	\$120,000
2	1/2 Ton 4x4 Pickup w/Tool Box and Radio	#47 2002 Chevy 4x4	\$28,000
3	1/2 Ton Pickup w/Tool Box and Radio	#53 2004 Chevy Pick Up	\$25,000
Total			\$173,000

Note: 57, 55 & 53 will be auctioned.

FY17/18	New Item Description	Replacement Item Description	Cost
1	5 Yard Diesel Dump truck	#52 1996 Ford Super Duty Dump	\$125,000
2	3/4 Ton 4x4 Service Body & Radio	#507 2008 F350 w/Service Body	\$45,000
Total			\$170,000

Note: Truck 19 & 52 be auctioned.

FY18/19	New Item Description	Replacement Item Description	Cost
1	1/2 Ton 4x4 with camper shell, Radio	#49 2003 Dodge Dakota 4X4	\$35,000
2	Hybrid 4X4 SUV	#47 2002 Chevy 4x4	\$65,000
3	Hybrid Car w/ Radio	#510 2009 Toyota Prius	\$30,000
4	1/2 ton V6 2WD w/Tool Box and Radio	#41 2001 Dodge Ram	\$25,000
Total			\$155,000


Note: 32, 41, 40, 510 will be auctioned

11

MEMORANDUM

To: Board of Directors

May 16, 2014

From: David L. Bentley, Auditor-Controller Subj: Second Review - Proposed FY15 & FY16 Novato Capital Improvement Projects Budget
t:\aclword\budget15\cip 15 review 2.docx**RECOMMENDED ACTION:** Review and Provide Direction to Staff**FINANCIAL IMPACT:** None at this time - \$17.5M FY15 & \$4.6M FY16 Gross Expenditure Budget Proposed for Consideration at June 17 Public Hearing

Presented for your second review is the proposed Capital Improvement Project (CIP) Budget for the Novato service area for fiscal years 2014/15 (FY15) and 2015/16 (FY16). Since the Board's last review, three minor changes have been made to the proposed CIP budget, which, when combined, net to zero in FY15:

1. \$30,000 increase to the Stafford Treatment Plant 18" transmission line evaluation;
2. \$45,000 reduction in the Shield's Lane 6" cast iron replacement project, as \$45,000 more of the project will be completed in FY14 than anticipated;
3. \$15,000 increase in the FY15 Crest Pump Station design/construction work, offset by a \$15,000 reduction in FY16.

The net internally funded, or "pay-go" expenditure over the coming two fiscal years remains at \$7.1M, up \$15,000 from the Board's previous CIP budget review.

Below is a summary identifying the significant projects (\$500,000 or more) proposed to be undertaken over the next two fiscal years. An explanation of each FY15 project is incorporated into the detail listing attached.

<u>Project</u>	<u>FY15</u>	<u>FY16</u>
Aqueduct Energy Efficiency Project - Hwy 101 ¹	\$13,000,000	\$2,000,000
Atherton Recoat & Mixing System (5 MG)	2,200,000	0
Crest Pump Station Design/Construct	30,000	620,000
Other Projects	<u>2,710,000</u>	<u>2,000,000</u>
Gross Project Outlay	\$17,510,000	\$4,620,000
Less Loan/Grant Funding ¹	<u>(13,000,000)</u>	<u>(2,000,000)</u>
Net Project Outlay (internally funded)	<u>\$4,510,000</u>	<u>\$2,620,000</u>

¹ The Aqueduct Energy Efficiency Project is funded with a 3.5% Bank of Marin loan and Caltrans reimbursement.

Novato Water Proposed Capital Improvement Projects

5/15/14

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		FY15	FY16	FY15 Project Description
1. PIPELINE REPLACEMENTS/ADDITIONS				
a.	Main/Pipeline Replacements			
1	STP Trans Line Evaluation (13,200')	\$130,000		Assess condition of 18-inch concrete cylinder pipe
2	So Novato Blvd - Rowland to Sunset (12"CI	\$350,000		2nd year of 2-year project to replace Cast Iron Pipe at the end of its useful life.
3	Shields Ln 6" Cast Iron (6"@1,120')	\$105,000		Replace Cast Iron Pipe at end of its useful life.
4	Other Pipeline Replacements (60+ years old)		\$300,000	
		\$585,000	\$300,000	
b.	Main/Pipeline Additions			
1	Zone A Pressure Improvements - Ignacio Ar	\$200,000		Upsize Bel Marin Keys Intertie to enhance water delivery to the south service area.
2	San Mateo 24" Inlet/Outlet	\$30,000	\$440,000	1st year of a multiyear project to install a new 24-inch, 2,000 foot long pipeline from San Mateo Tank to the end of Palermo Court to improve fire flow in the northern most part of Zone 2
		\$230,000	\$440,000	
c.	Polybutylene Service Line Replacements			
1	Pacheco Valle (42 Services)	\$125,000		Ongoing Polybutylene service line replacement program
2	Replace PB in Sync w/City Paving (30 Srvcs	\$90,000	\$90,000	PB service replacement coordinated with City Overlay Program
3	Other PB Replacements (60 Services)		\$250,000	
		\$215,000	\$340,000	
d.	Relocations to Sync w/City & County CIP			
1	Other Relocations	\$80,000	\$80,000	Relocate facilities for as yet unidentified City/County Projects
		\$80,000	\$80,000	
e.	Aqueduct Replacements/Enhancements (Note 1)			
1	Energy Efficiency Proj-Hwy 101 Widening	\$13,000,000	\$2,000,000	North Marin Aqueduct upsizing/relocation
		<u>\$14,110,000</u>	<u>\$3,160,000</u>	

Novato Water Proposed Capital Improvement Projects

5/15/14

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	FY15	FY16	FY15 Project Description	
2. SYSTEM IMPROVEMENTS				
a.	RTU Upgrades	\$10,000	\$10,000	Replace aging and unreliable RTUs
b.	Flushing Taps at Dead-Ends (12 biennially)		\$50,000	
c.	DCA Repair/Replace (~14/yr)	\$150,000	\$150,000	Detector Check Assembly replacements
d.	Anode Installations (150/yr)	\$30,000	\$30,000	Place anodes on copper laterals for corrosion protection
e.	Radio Telemetry	\$25,000	\$25,000	Install radio transmitters to replace leased lines
f.	Inaccurate Meter Replacement	\$10,000	\$10,000	Replacement of inaccurate meters based on recommendations in the FY06 meter testing study.
g.	Backflow Device Upgrade - BMK (15 Srvcs/yr)	\$30,000		Replace DCVs with above grade RPP devices
h.	Tank Access Hatch/Level Alarms (10 Sites)	\$35,000	\$35,000	Enhance tank security by adding remote alarm notification of unauthorized entry.
i.	Sampling Stations (6 biennially)	\$50,000		Install the final 7 water quality sampling stations. There are now 64 permanent stations installed & only 7 more locations to go.
j.	Facilities Security Enhancements	\$25,000		Ongoing program. This year will focus on installation of a security camera monitoring system in the Corp Yard.
k.	Emergency Generator Connections	\$15,000		Installation of quick plug connections at Winged Foot, Woodland Heights and Ponti Pump Stations
l.	Automate Zone Valve (Slowdown Ct)		\$50,000	
		<u>\$380,000</u>	<u>\$360,000</u>	

Novato Water Proposed Capital Improvement Projects

5/15/14

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	FY15	FY16	FY15 Project Description
3. BUILDING, YARD, STP. IMPROVEMENTS			
a. Administration Building			
1	Admin Office/Lab/Yard Remodel Plan	\$50,000	Move from conceptual to preliminary design phase.
2	Electronic Document Management System		
		\$150,000	
3	Office HVAC	\$200,000	System is 50 years old and no longer provides efficient heating and cooling. Estimated pay back is less than 10 years.
4	Office Emergency Generator	\$150,000	Customer service, lab and operations equipment requires an emergency power supply when primary power service is interrupted.
		\$400,000	\$150,000
b. Corp. Yard/Warehouse/Construction Office			
1	Other Yard Improvements		\$30,000
		\$0	\$30,000
c. Stafford Treatment Plant			
1	Start-up Flushing Connection	\$50,000	To allow flushing the Novato Blvd main from Sutro back to STP with Zone 2 water.
2	Dam Concrete Apron Repair		\$50,000
3	STP Emergency Power Generator	\$150,000	Needed to provide emergency power to the chlorine gas scrubber system in the event primary power service is interrupted. Recommended by Marin County Health and Safety Department.
4	Other Treatment Plant Improvements		\$75,000
		\$200,000	\$125,000
		<u>\$600,000</u>	<u>\$305,000</u>

Novato Water Proposed Capital Improvement Projects

5/15/14

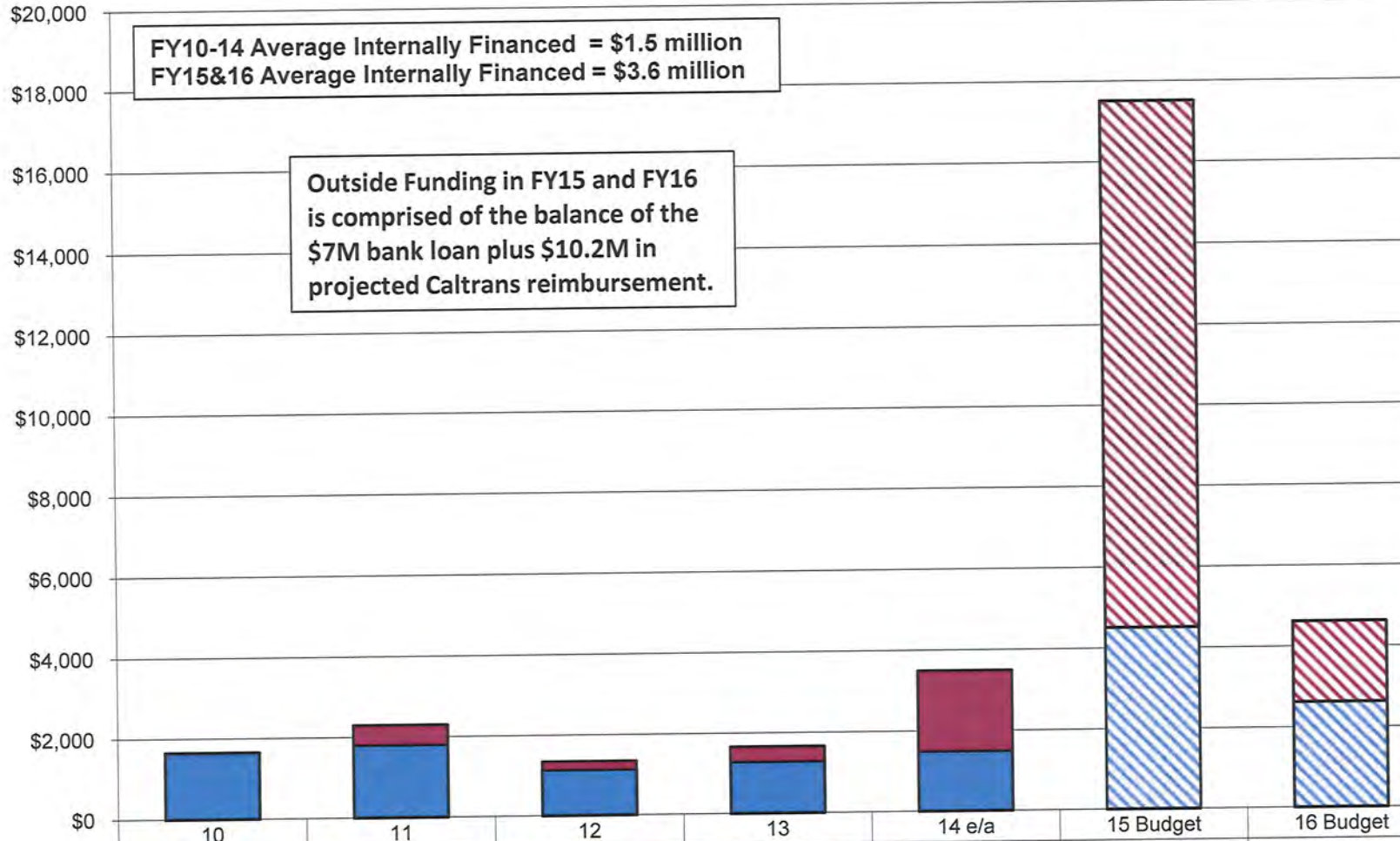
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	FY15	FY16	FY15 Project Description
4. STORAGE TANKS/PUMP STATIONS			
a. Clear Tank Sites			
1 Woodland Hts (120,000 gal, 1974)		\$60,000	
	\$0	\$60,000	
b. Tank Rehabilitation			
1 Atherton Recoat & Mixing System (5 MG)	\$2,200,000		Tank recoat & chlorine mixing system
	\$2,200,000	\$0	
c. Lynwood P.S. Motor Control Center	\$90,000		Move motor controls above-ground.
d. Sunset Tank Cl2 Mixing System	\$100,000		Chlorine Mixing System to enhance water quality.
e. Crest P.S. (Design/Construct)	\$30,000	\$620,000	Design phase of Crest zone pump station.
f. Davies PS Upgrade		\$115,000	
	\$2,420,000	\$795,000	
GROSS PROJECT OUTLAY	\$17,510,000	\$4,620,000	
LESS FUNDED BY LOANS/GRANTS/OTHER			
a. AEEP - Hwy 101 Widening (Note 1)	(\$13,000,000)	(\$2,000,000)	Funded by Bank Loan & Caltrans Reimbursement
NET PROJECT OUTLAY	\$4,510,000	\$2,620,000	
Total Number of Projects	28	21	

Note 1 - Aqueduct Energy Efficiency Project funded by \$7M bank loan & \$8.8M in Caltrans reimbursement.

Novato Water Capital Improvement Project Expenditures

Thousands



	10	11	12	13	14 e/a	15 Budget	16 Budget
Debt/Grant Financed	\$0	\$500	\$215	\$377	\$2,000	\$13,000	\$2,000
Internally Financed	\$1,654	\$1,796	\$1,132	\$1,277	\$1,488	\$4,510	\$2,620
Total	\$1,654	\$2,297	\$1,347	\$1,653	\$3,488	\$17,510	\$4,620

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MEMORANDUM

To: Board of Directors
From: David L. Bentley, Auditor-Controller
Subj: Additional Review - FY 2014/15 Proposed Novato Operations Budget
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May 16, 2014

RECOMMENDED ACTION: Information Only**FINANCIAL IMPACT:** \$32.9 Million Spending Plan Proposed for June 17 Public Hearing**Changes Since the Last Review**

Proposed Novato Operating Budget expenditures increased by \$27,000 since the Board's initial review at the last meeting. This draft includes promotions for three employees in the Operations/Maintenance Department, and the addition of 6 hours per week (total) for two Senior Accountants, bringing them both to full-time status.

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 16% below this year's projected net operating income, and 9% 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.

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.

Operating Expenditures are projected to increase 5% (\$710,000) from the FY14 budget. Increased cost for labor (including the addition of one new man to the Construction Crew) and increased purchases of materials, services and supplies are the primary cause of the increase in the budget.

Staffing - The proposed budget includes a staffing level of 51.7 full-time equivalent (FTE) employees, up 1.2 FTE (2%) from the current year budget. An additional Laborer is budgeted, to beef-up the man-hours available for system construction/maintenance activities, and 0.15 FTE (6 hours per week) is added to the Accounting Staff. The proposed staffing level of 51.7 FTE is down 7.4 FTE (13%) from the level adopted in the FY08 budget.

<u>FTE Staffing</u>	<u>FY15</u>	<u>FY14</u>
Administration	7.0	6.8
Consumer Services	6.0	6.0
Construction/Maintenance	12.0	11.0
Engineering	8.7	8.7
Maintenance	8.0	8.0
Operations	5.0	5.0
Water Quality	<u>5.0</u>	<u>5.0</u>
	<u>51.7</u>	<u>50.5</u>

For budgeting purposes, a 3% cost-of-living salary increase has been factored into the budget effective October 1, 2014, as well as a 1.6% salary increase to offset the negotiated requirement that employees pay an additional 1.6% of salary toward their retirement benefit. The projected COLA and negotiated CalPERS offset adjustment would increase total salaries by \$146,000, pushing up the total overheaded cost of payroll by \$199,000 (3.0%).

The District's average CalPERS retirement contribution rate will decrease 0.5% (to

24.8%) from the current budget amount as employees pay a larger share of the retirement obligation, saving \$52,000 in payroll expense. The CalPERS Board is scheduled to approve 2015 group health insurance rates in June. For budgeting purposes, a 9.3% increase in group health insurance rates effective January 1, 2015 is assumed, which is the average rate of increase over the past 10 years, and which would increase budgeted labor cost by \$38,000. The cost for first dollar worker's compensation insurance is budgeted to decrease 30%. While the District intends to continue self-insuring this coverage, proposals have been requested for standard workers' compensation insurance to provide a current calculation of savings (or loss) accrued through self-insuring this coverage.

Total budgeted operating expenditures are up \$710,000 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.

Component	Increase/ (Decrease) vs. FY14 Budget	FY15 % Change
Labor	\$232,000	4%
Materials, Services & Supplies	185,000	6%
Purchased Water Cost	110,000	3%
Depreciation	100,000	4%
Distributed G&A & Overheads	65,000	8%
Vehicle Expense	18,000	9%
Net Increase	\$710,000	5%

This budget draft will be fine-tuned in conjunction with preparation of the West Marin Budgets and will be presented for additional review and approval at the June 17 public hearing.

Proposed
BUDGET

Additional 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

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**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>
OPERATING INCOME			
1	\$17,187,000	\$17,752,000	\$16,498,000
2	379,000	526,000	564,000
3	\$17,566,000	\$18,278,000	\$17,062,000
OPERATING EXPENDITURES			
4	\$4,620,000	\$6,015,000	\$4,493,000
5	367,000	344,000	334,000
6	556,000	647,000	599,000
7	1,918,000	1,874,000	1,819,000
8	2,750,000	2,219,000	2,616,000
9	574,000	549,000	538,000
10	450,000	347,000	400,000
11	1,662,000	1,259,000	1,488,000
12	2,500,000	2,440,000	2,400,000
13	\$15,397,000	\$15,694,000	\$14,687,000
14	NET OPERATING INCOME (LOSS)	\$2,169,000	\$2,375,000
NON-OPERATING INCOME/(EXPENSE)			
15	\$41,000	\$93,000	\$87,000
16	(538,000)	(549,000)	(550,000)
17	120,000	4,000	109,000
18	(\$377,000)	(\$452,000)	(\$354,000)
19	NET INCOME/(LOSS)	\$2,132,000	\$2,021,000
OTHER SOURCES/(USES) OF CASH			
20	\$2,500,000	\$2,500,000	\$2,400,000
21	952,000	400,000	860,000
22	8,840,000	1,110,000	2,200,000
23	245,000	480,000	0
24	(198,000)	(205,000)	(231,000)
25	(17,510,000)	(3,443,000)	(7,693,000)
26	(1,007,000)	(995,000)	(1,099,000)
27	0	4,755,000	4,347,000
28	(737,000)	(1,394,000)	(536,000)
29	Total Other Sources/(Uses)	\$3,208,000	\$248,000
30	CASH INCREASE/(DECREASE)	\$5,340,000	\$2,269,000

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
STATISTICS								
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
OPERATING INCOME								
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	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 TOTAL OPERATING INCOME	\$17,566,000	\$18,278,000	\$17,062,000	\$16,997,558	\$14,418,213	\$12,860,850	\$11,481,258	\$11,639,391
OPERATING EXPENSE								
SOURCE OF SUPPLY								
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	35,000	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 TOTAL SOURCE OF SUPPLY	\$4,620,000	\$6,015,000	\$4,493,000	\$5,240,211	\$5,128,687	\$3,837,119	\$3,486,202	\$3,958,468
PUMPING								
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 TOTAL PUMPING	\$367,000	\$344,000	\$334,000	\$323,223	\$284,766	\$268,370	\$238,036	\$289,644
OPERATIONS								
25 Supervision & Engineering	\$168,000	\$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 TOTAL OPERATIONS	\$556,000	\$647,000	\$599,000	\$615,692	\$633,521	\$575,595	\$559,927	\$552,750

NOVATO WATER OPERATING BUDGET DETAIL

Fiscal Year 2014/15

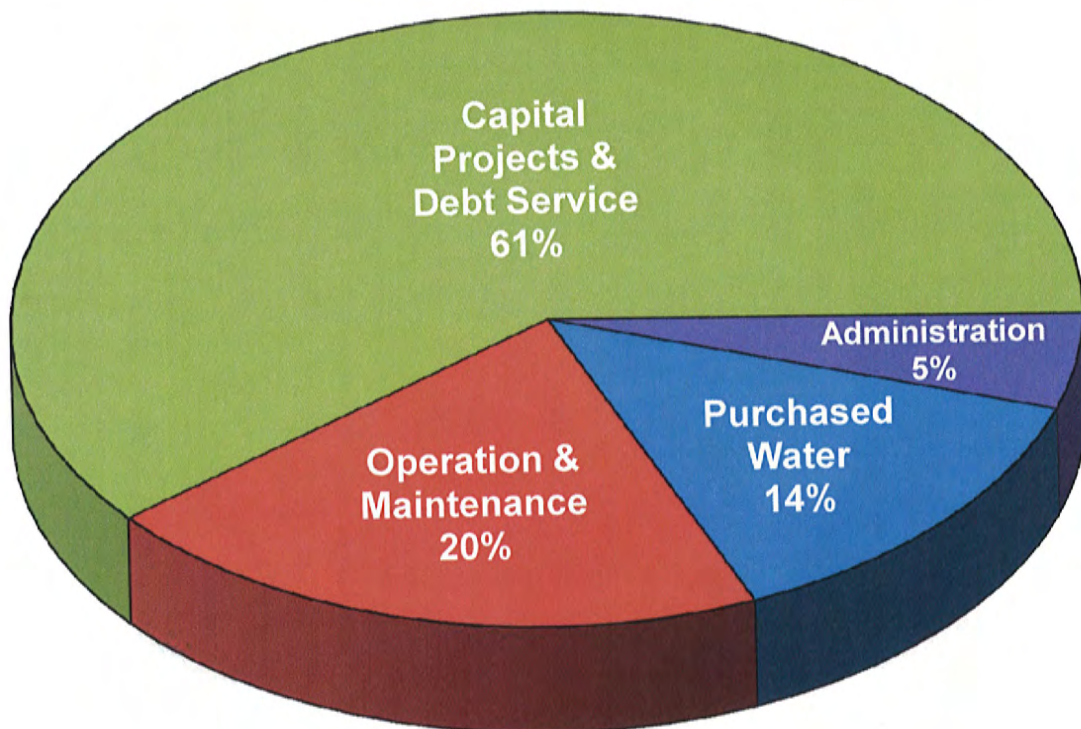
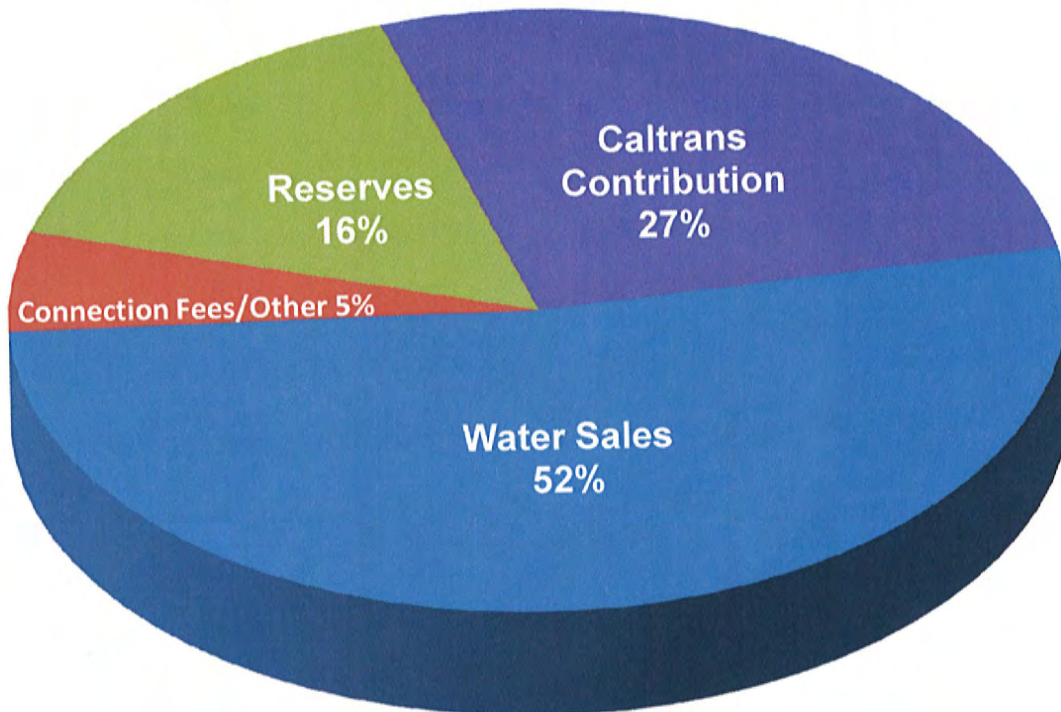
	Proposed Budget 14/15	Estimated Actual 13/14	Adopted Budget 13/14	Actual 12/13	Actual 11/12	Actual 10/11	Actual 09/10	Actual 08/09	
WATER TREATMENT									
31	Supervision & Engineering	\$97,000	\$116,000	\$137,000	\$112,612	\$100,916	\$121,459	\$122,312	\$113,175
32	Operating Expense	273,000	281,000	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	84,000	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)	688,000	660,000	606,000	602,901	568,124	517,044	495,239	479,970
39	TOTAL WATER TREATMENT	\$1,918,000	\$1,874,000	\$1,819,000	\$1,830,439	\$1,564,460	\$1,814,045	\$1,838,534	\$1,593,592
TRANSMISSION & DISTRIBUTION									
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	210,000	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	443,000	438,000	448,000	483,006	443,509	347,802	263,714	250,024
49	Maintenance of Meters	133,000	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	TOTAL TRANSMISSION & DISTRIB	\$2,750,000	\$2,219,000	\$2,616,000	\$2,177,332	\$2,248,717	\$2,327,910	\$2,352,261	\$2,235,676
CONSUMER ACCOUNTING									
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	TOTAL CONSUMER ACCOUNTING	\$574,000	\$549,000	\$538,000	\$528,093	\$554,530	\$540,055	\$511,216	\$481,503

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
WATER CONSERVATION								
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
TOTAL WATER CONSERVATION	\$450,000	\$347,000	\$400,000	\$266,249	\$270,328	\$382,900	\$478,618	\$507,260
GENERAL & ADMINISTRATION								
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	1,279,000	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	(119,000)	(77,000)	(92,000)	(77,443)	(101,630)	(104,515)	(100,811)	(92,969)
85 G&A Applied to Construction Projects	(378,000)	(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
TOTAL GENERAL & ADMINISTRATION	\$1,662,000	\$1,259,000	\$1,488,000	\$1,369,981	\$1,263,726	\$1,489,836	\$2,762,859	\$2,773,744
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 TOTAL OPERATING EXPENSE	\$15,397,000	\$15,694,000	\$14,687,000	\$14,768,252	\$14,321,115	\$13,544,996	\$14,539,992	\$14,480,235
90 NET OPERATING INCOME/(LOSS)	\$2,169,000	\$2,584,000	\$2,375,000	\$2,229,306	\$97,098	(\$684,146)	(\$3,058,734)	(\$2,840,844)

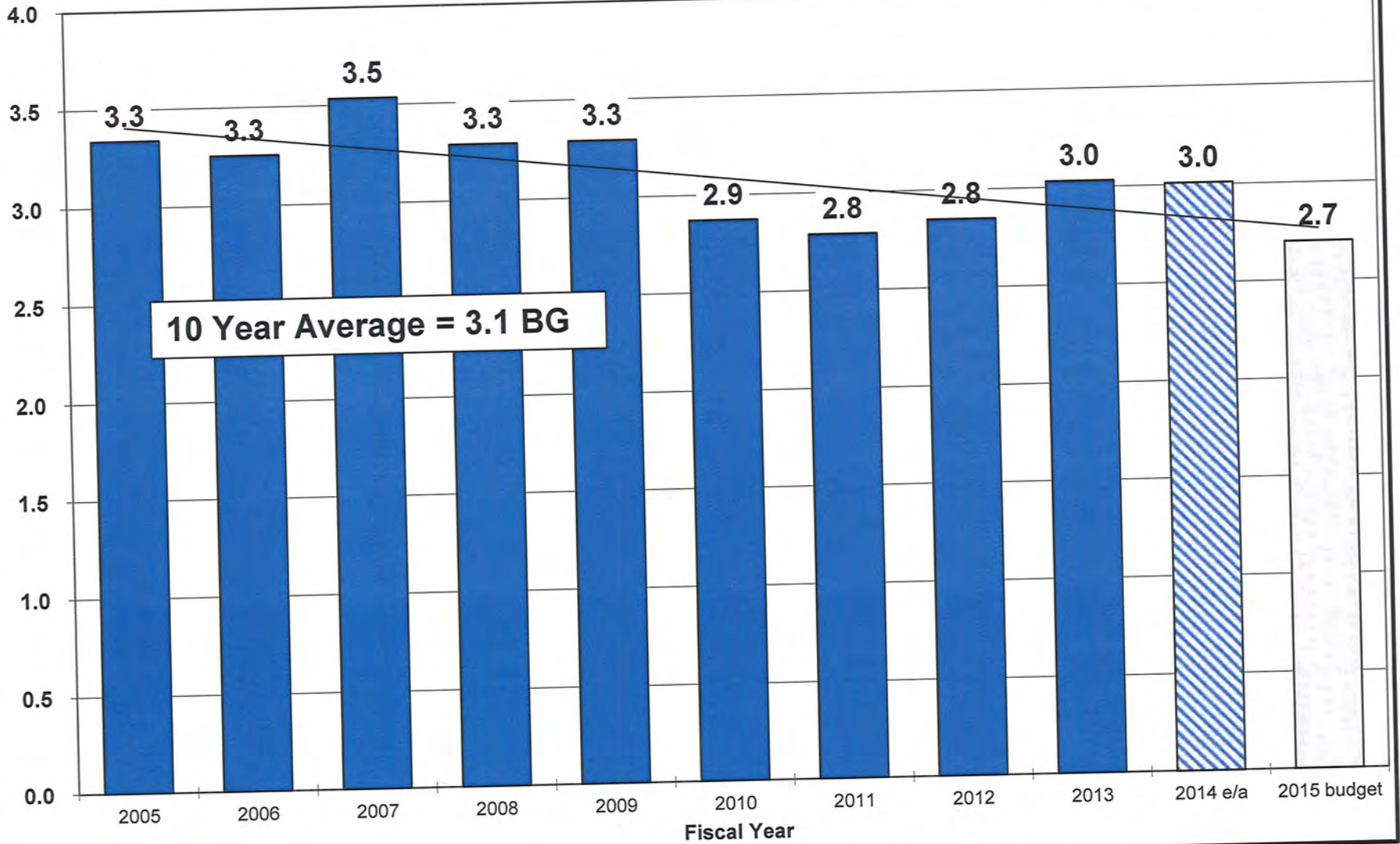
**NORTH MARIN WATER DISTRICT - NOVATO WATER
FISCAL YEAR 2014-15
SOURCE OF FUNDS = \$32.9 MILLION**



5/14/14

Novato Water Billed Consumption 10 Year History

Billion
Gallons



Novato Water Operating Expense History

Million \$

\$18

Operating expense is growing at a 3.8% annual rate.

\$16

\$14

\$12

\$10

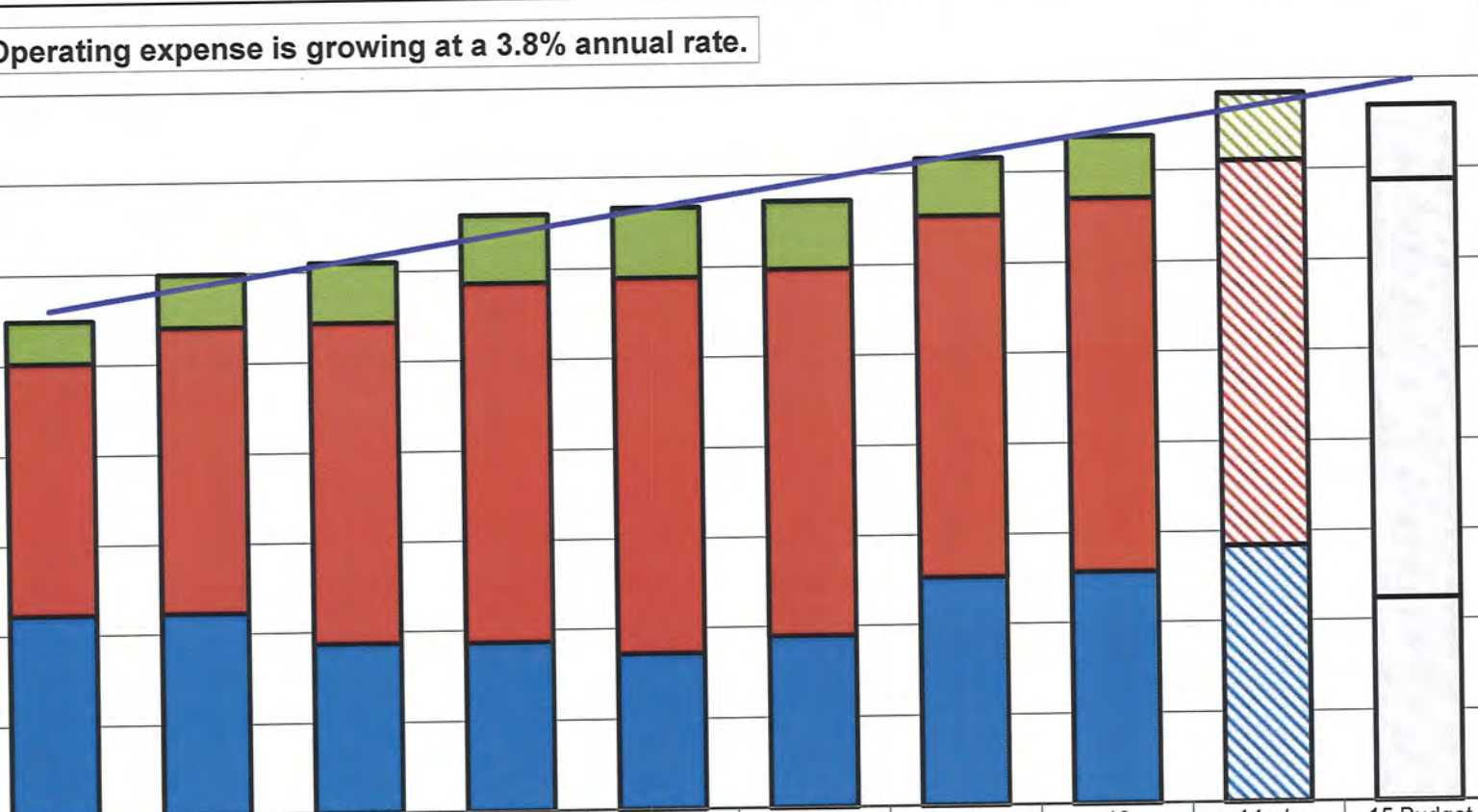
\$8

\$6

\$4

\$2

\$0




	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	\$1.7
O&M	\$5.6	\$6.4	\$7.1	\$8.0	\$8.3	\$8.1	\$8.0	\$8.3	\$8.5	\$9.3
Purch Wtr	\$4.4	\$4.5	\$3.7	\$3.7	\$3.4	\$3.8	\$5.0	\$5.1	\$5.7	\$4.5
Total	\$11.0	\$12.0	\$12.2	\$13.2	\$13.3	\$13.4	\$14.3	\$14.8	\$15.7	\$15.4

Fiscal Year

13

MEMORANDUM

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

May 16, 2014

RECOMMENDED ACTION: Information Only

FINANCIAL IMPACT: \$1.4 Million FY15 Expenditure Plan

Changes Since the Last Review

Several minor changes¹, cumulatively adding \$15,000 to budgeted net income, have been incorporated since the Board's initial Recycled Water System budget review. Accordingly, the cash increase now budgeted for next fiscal year has increased by \$15,000 to \$304,000.

Budget Detail

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 3% (\$10,000) from the existing FY14 budget, as this growing system begins to shoulder its proportionate share of the District's Billing and 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 budgeted to produce water during the month of April 2015, and will continue to serve as a backup facility for the balance of the fiscal year.

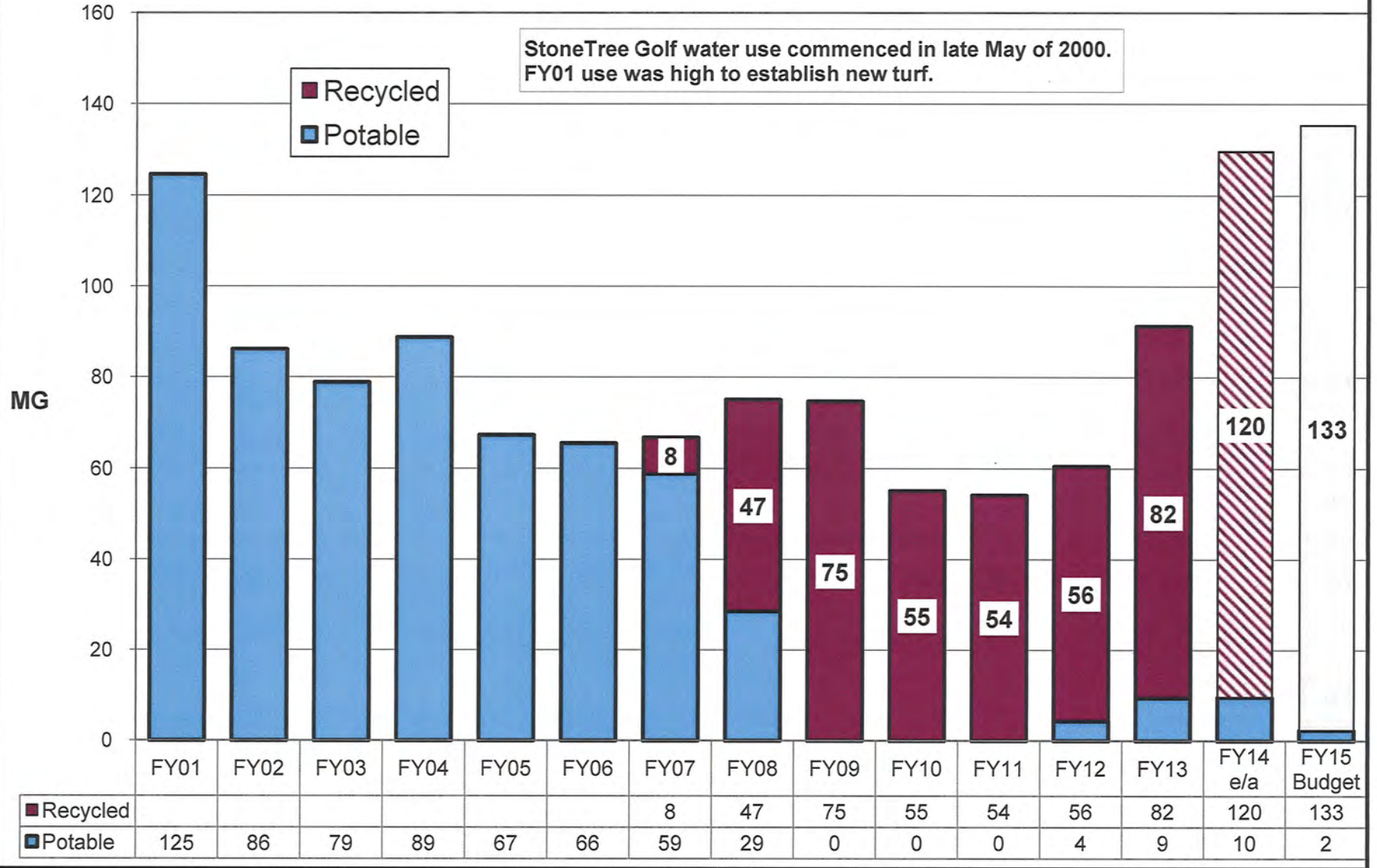
Staff will continue to fine-tune the RWS budget and return it for final review and approval at the June 17 public hearing.

-
1. \$3,000 increase in labor charge arising from the Recycled Water System share of the promotions and FTE increases discussed in the memorandum pertaining to the Novato potable water system;
 2. An \$11,000 reduction in budgeted chemical expense for the Deer Island Treatment Plant in anticipation that the plant will operate only during the month of April 2015;
 3. A \$5,000 reduction in Transmission and Distribution Materials, Services and Supplies consistent with expenditures seen in the current fiscal year.
 4. A \$2,000 increase in Interest Revenue is projected.

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>
OPERATING INCOME			
1 Recycled Water Sales	\$637,000	\$577,000	\$577,000
2 Bimonthly Service Charge	28,000	27,000	10,000
3 Total Operating Income	\$665,000	\$604,000	\$587,000
OPERATING EXPENDITURES			
4 Purchased Water - NSD	\$119,000	\$91,000	\$114,000
5 Purchased Water - LGVSD	70,000	74,000	68,000
6 Pumping	7,000	3,000	2,000
7 Operations	40,000	78,000	38,000
8 Water Treatment	28,000	15,000	50,000
9 Transmission & Distribution	30,000	23,000	32,000
10 Consumer Accounting	1,000	0	0
11 General Administration	45,000	22,000	26,000
12 Depreciation	428,000	281,000	280,000
13 Total Operating Expenditures	\$768,000	\$587,000	\$610,000
14 NET OPERATING INCOME (LOSS)	(\$103,000)	\$17,000	(\$23,000)
NON-OPERATING INCOME/(EXPENSE)			
15 Interest Revenue	\$4,000	\$1,000	\$0
16 Stone Tree Golf Interest Payments	49,000	54,000	54,000
17 Interest Exp - Advance from Novato	0	(25,000)	(49,000)
18 Deer Island SRF Loan Interest Expense	(73,000)	(77,000)	(73,000)
19 Distrib System SRF Loans Interest Exp	(216,000)	(230,000)	(248,000)
20 Total Non-Operating Income/(Expense)	(\$236,000)	(\$277,000)	(\$316,000)
21 NET INCOME/(LOSS)	(\$339,000)	(\$260,000)	(\$339,000)
OTHER SOURCES/(USES) OF FUNDS			
22 Add Depreciation Expense	\$428,000	\$281,000	\$280,000
23 Fed Grant/SRF Loan - RWS Expansion	0	4,468,000	4,571,000
24 Connection Fees Trsf'd from Novato	737,000	1,394,000	536,000
25 Stone Tree Golf Principal Repayment	201,000	197,000	197,000
26 Capital Improvement Projects	(125,000)	(601,000)	(200,000)
27 Deer Island SRF Loan Principal Payment	(200,000)	(196,000)	(200,000)
28 Distrib System SRF Loan Principal Pmts	(398,000)	(365,000)	(166,000)
29 Loan From/(Repayment to) Novato	0	(4,755,000)	(4,347,000)
30 Total Other Souces/(Uses)	\$643,000	\$423,000	\$671,000
31 CASH INCREASE/(DECREASE)	\$304,000	\$163,000	\$332,000

Recycled Water Use History



Recycled Water 5-Year Capital Improvement Project Plan

5/1/14

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	FY14 Budget	FY14 E/A	FY15	FY16	FY17	FY18	FY19
5. RECYCLED WATER							
a. NBWRA Grant Program Administration	\$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

14

MEMORANDUM

To: Board of Directors

March 16, 2014

From: Chris DeGabriele, General Manager 

Subj: Gallagher Well and Pipeline Project – Streambed Alteration Notification

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RECOMMENDED ACTION: Information**FINANCIAL IMPACT:** \$5,250 Consultant Cost Estimate & \$4,912 CDFW Fee

In February 2014, the Board accepted the PES Environmental Inc. Hydrologic Design Plan for the Gallagher Well and Pipeline Project and authorized staff to transmit the plan to the California Department of Fish and Wildlife (CDFW, Attachment 1). The Hydrologic Design Plan prepared by PES concluded that the USGS Pt. Reyes Gauge (the Gallagher Gauge) is well located to evaluate and monitor potential influences to Lagunitas Creek stream flow as result of ground water withdrawal from the Gallagher well.

District staff and PES met with CDFW in late April to review the Hydrologic Design Plan to address the project's Mitigated Negative Declaration requirements, which states: "NMWD shall not divert water from the Gallagher Well to adversely affect fish and wildlife residing between the Gallagher Wells and Coast Guard Wells on Lagunitas Creek. To accomplish this NMWD advised CDFW that: 1) NMWD would rely on the existing USGS Pt. Reyes Gauge to monitor stream flow for Gallagher Well operation; 2) NMWD along with Marin Municipal Water District and the National Park Service have a Cooperative Agreement with USGS to continue operation of the Pt. Reyes Gauge; 3) NMWD has a long standing agreement with Marin Municipal enabling release of stored water from Kent Lake or Nicasico Lake to Lagunitas Creek when necessary; 4) NMWD will monitor the Pt. Reyes Gauge and Marin Municipal releases to Lagunitas Creek daily and will notify Marin Municipal and the State Water Resources Control Board when the Pt. Reyes Gauge indicates stream flows are below those required by Water Right Order 95-17; and 5) should additional stream flow be needed for diversion at the Gallagher Well, NMWD will request Marin Municipal to release water from Kent Lake or Nicasico Lake.

At the April 2014 meeting, CDFW staff did not object to the approach proposed and requested a Streambed Alternation Agreement be prepared to formally document the operational measures to monitor stream flow and Gallagher Well operation.

PES Environmental, Inc. has been requested to prepare the CDFW Streambed Alteration Notification (Attachment 2). PES Environmental's cost is \$4,750 and the General Manager has authorized same with an additional \$500 contingency. We believe that this notification can be submitted to CDFW within a month's time. Cost to obtain the Streambed Alteration Agreement is not included in this amount and will be an additional \$4,912.25 pursuant to the CDFW fee schedule.



**NORTH MARIN
WATER DISTRICT**

999 Rush Creek Place
P.O. Box 146
Novato, CA 94948

PHONE
415.897.4133

FAX
415.892.8043

EMAIL
info@nmwd.com

WEB
www.nmwd.com

February 11, 2014

Scott Wilson, Regional Manager
California Department of Fish and Wildlife
7329 Silverado Trail
Napa, CA 94558

Re: North Marin Water District Gallagher Well and Pipeline Project

Dear Mr. Wilson:

Pursuant to the Mitigated Negative Declaration for the Gallagher Well and Pipeline Project, North Marin Water District (NMWD) committed to comply with mitigation measure BR-2, which states: "NMWD shall not divert water from the Gallagher Wells to adversely affect fish and wildlife residing between the Gallagher Wells and the Coast Guard Wells on Lagunitas Creek. To meet this standard prior to conducting any proposed project improvements, NMWD will prepare a final Hydrologic Design Plan, describing how and where stream flows will be monitored and how NMWD will maintain flow levels downstream of the Gallagher Well site."

NMWD engaged an independent consultant (PES Environmental, Inc.) to conduct a comparative stream flow analysis between the Point Reyes gauge and a temporary auxiliary gage which was installed by USGS downstream the Gallagher Well and the Point Reyes gauge in the summer of 2013 ("Auxiliary Gage"). An aquifer testing program at the Gallagher Well was also conducted during this comparative stream flow analysis period. The analysis concluded that the existing Point Reyes gauge appears to be well located to evaluate and monitor potential influences on stream flow in Lagunitas Creek as result of future groundwater supply operations at the Gallagher Well site. This Hydrologic Design Plan is enclosed for your information.

Based on these conclusions, NMWD will rely on the existing USGS Point Reyes gauging station to monitor stream flow for Gallagher Well operation. NMWD along with Marin Municipal Water District and the National Park Service Point Reyes National Seashore have a cooperative agreement with USGS to continue operation of

the Point Reyes gauge. NMWD also has a long standing agreement with Marin Municipal Water District enabling release of stored water from Kent Lake or Nicasio Lake to Lagunitas Creek when necessary. NMWD will monitor the Point Reyes Gage and Marin Municipal release to Lagunitas Creek daily, and will notify Marin Municipal and the State Water Resources Control Board when the Point Reyes Gage indicates stream flows are below those required by Water Right Order 95-15. Should additional stream flow be needed for diversion at the Gallagher Well, NMWD will request Marin Municipal to release additional water from Kent Lake or Nicasio Lake.

Should you have any questions in regards to this Hydrologic Design Plan

please contact me.

Sincerely,



Chris DeGabriele
General Manager

CC w/o enclosures:

Carl P.A. Nelson 500 Ygnacio Valley Road, Suite 325, Walnut Creek, CA 94596-3840
Krishna Kumar, GM MMWD, 220 Nellen Ave, Corte Madera, CA 94925
Charlton Bonham, CDFW Director, 1416 9th Street, 12 Floor Sacramento, CA 95814
Tim Dodson, CDFW, 7329 Silverado Trail, Napa, CA 94558
Ryan Watanabe, CDFW, 7329 Silverado Trail, Napa, CA 94558

CD/kly



**NORTH MARIN
WATER DISTRICT**

April 24, 2014

999 Rush Creek Place
P.O. Box 146
Novato, CA 94948

PHONE
415.897.4133

FAX
415.892.8043

EMAIL
info@nmwd.com

WEB
www.nmwd.com

Nick Pogoncheff
PES Environmental Inc.
1682 Novato Blvd. Suite 100
Novato, CA 94947-7021

Re: Streambed Alteration Notification – Gallagher Wells & Pipeline Project

Dear Mr. Pogoncheff:

Pursuant to the meeting on April 21, 2014 between California Department of Fish and Wildlife (CDFW), NMWD and PES Environmental, NMWD requests that PES prepare a proposal to develop the Notification of Lake or Streambed Alteration for submittal to CDFW.

The notification should reference the Hydrologic Design Plan prepared by PES to the greatest extent possible and expand upon NMWD's transmittal letter to CDFW, dated February 11, 2014 (attached), which proposed to rely on the existing USGS Point Reyes Gauge to monitor stream flow for the Gallagher Well operation. NMWD will consult daily with Marin Municipal Water District regarding their release from Kent Lake for Lagunitas Creek stream flow, compare the gauged stream flow and released amount reported by Marin Municipal to confirm water is available in Lagunitas Creek for NMWD to divert, report to CDFW and the State Water Resources Control Board should Marin Municipal releases fall below the in stream flow requirements pursuant to Water Right Order 95-17, and request Marin Municipal to release more water from Kent Lake for NMWD diversion should Lagunitas Creek stream flow consist solely of Marin Municipal releases.

Additionally, the notification should include a monitoring plan to confirm that Gallagher Well operation does not measurably, or by observation, change the wetted stream profile and that there are no resulting fishery related concerns.

Please provide your proposal within one week's time.

Sincerely,

Chris DeGabriele
General Manager

CD/kly
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May 1, 2014

872.002.01.P01

Chris DeGabriele
General Manager
North Marin Water District
999 Rush Creek Place
Novato, CA 94948

RECEIVED
MAY 05 2014
North Marin Water District

**Re: Proposal
Notification of Potential Streambed Alteration Agreement
Monitoring and Reporting Plan
Gallagher Wells and Pipeline Project
Point Reyes Station, California**

Dear Mr. DeGabriele:

Pursuant to the North Marin Water District's (NMWD) April 24, 2014 letter and request regarding the Gallagher Wells and Pipeline Project, PES Environmental, Inc. (PES) appreciates the opportunity to present our proposal to prepare a Notification of Potential Streambed Alteration (Notification) for submittal to the California Department of Fish and Wildlife (CDFW). It is PES' understanding that the Notification is to include a Monitoring and Reporting Plan (MRP) which will describe activities to monitor potential changes in flow and the wetted profile of Lagunitas Creek as result of future operation of the Gallagher Wells and Pipeline Project. Moreover, the objective of the MRP is to evaluate potential significant changes in streambed dynamics that could adversely affect fish and wildlife. The proposed scope of work and estimated planning cost to prepare and submit the Notification and MRP are described below.

PROPOSED SCOPE OF WORK

The Notification deliverable to be prepared for submittal to the CDFW will reference applicable information previously submitted to the CDFW including the Hydrologic Design Plan (PES) and NMWD's transmittal letter to CDFW dated February 11, 2014. The deliverable will describe the arrangements and methods that NMWD will undertake to maintain existing instream flows established under existing California State Water Resources Control Board Order WR95-17 issued to Marin Municipal Water District. At a minimum, the MRP will describe the scope of work and schedule for monitoring and reporting activities including the following components:

Mr. Chris DeGabriele

Page 2

May 1, 2014

- Correlation of instream flow data as measured at the Point Reyes Gage with pumping operations at the Gallagher Wells site;
- Geomorphic observations of the local streambed channel to document conditions in sedimentation, erosion and/or scouring;
- Photographic documentation including baseline and routine monitoring to record streambed conditions and the wetted surface area of Lagunitas Creek; and
- Preparation of Monitoring Reports (for submittal to CDFW) to present the data and results from the aforementioned activities.

ESTIMATED PLANNING COST

In preparing our cost estimate, PES anticipates that a draft version of the Notification and MRP would initially be prepared and submitted to NMWD for review and comment, and a final Notification and MRP would be prepared to incorporate NMWD's comments. The detailed planning costs to provide the aforementioned scope of work on a time and materials basis are summarized in the attached table (Estimated Planning Cost). The cost estimate has been developed based on PES' 2011 Schedule of Charges that was previously discounted for NMWD and remains in effect. As summarized in the attached table, the total estimated planning cost to complete the proposed scope of work is \$4,750.

PES appreciates the opportunity to assist NMWD in the planning activities related to the Gallagher Wells and Pipeline Project. Should you have questions regarding this information, please contact me at (415) 899-1600.

Very truly yours,

PES ENVIRONMENTAL, INC.



Nicholas C. Pogoncheff, P.G.
Principal Hydrogeologist

Attachment: Estimated Planning Cost

**Estimated Planning Cost
Notification of Potential Streambed Alteration
Monitoring and Reporting Plan
Gallagher Wells and Pipeline Project**

Cost Type	Burden
1. Labor	0%
2. Reimbursables	0%
3. Subcontractors/Rental	7%

Job Number:
Client: North Marin Water District
Project: Gallagher Wells and Pipeline Project
Point Reyes Station, CA

Prepared NCP
Date 5/1/2014
Checked NCP

Task	DESCRIPTION	QTY	UNIT	HR/ UNIT	HOURS	UNIT RATE	COST TYPE	LABOR	REIMBURS	SUBCONTRACT		COST TYPE BURDEN	CONTIN @ 0%	TOTAL
								Rounded to nearest \$10						
	Labor													
	Principal Hydrogeologist		Hour	1.00	22	\$175	1	\$3,850	\$0	\$0	\$0	\$0	\$0	\$3,850
	Associate Hydrogeologist		Hour	1.00	4	\$150	1	\$600	\$0	\$0	\$0	\$0	\$0	\$600
	CAD Operator		Hour	1.00	1	\$80	1	\$80	\$0	\$0	\$0	\$0	\$0	\$80
	Administrative		Hour	1.00	2	\$60	1	\$120	\$0	\$0	\$0	\$0	\$0	\$120
	SUBTOTAL LABOR				29			\$4,650	\$0	\$0	\$0	\$0	\$0	\$4,650
	Report Production/Transmittal													
	Report Production and Postage	2	Rpt	1.00		\$50	2	\$0	\$100	\$0	\$0	\$0	\$0	\$100
								\$0	\$0	\$0	\$0	\$0	\$0	\$0
	SUBTOTAL REPORT PRODUCTION/TRANSMITTAL							\$0	\$100	\$0	\$0	\$0	\$0	\$100
	Subcontractor Services							\$0	\$0	\$0	\$0	\$0	\$0	\$0
								\$0	\$0	\$0	\$0	\$0	\$0	\$0
	SUBTOTAL SUBCONTRACOR SERVICES							\$0	\$0	\$0	\$0	\$0	\$0	\$0
	TOTAL ESTIMATED COSTS							\$4,650	\$100	\$0	\$0	\$0	\$0	\$4,750

15

DISBURSEMENTS - DATED MAY 8, 2014

Item #15

Date Prepared: 5/6/14

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
EFT*	US Bank	April Credit Card Fees	\$1,812.48
1	101 Office Products	Quarterly Toner Supply Order: Black (12) (\$1,782) & Color (6) (STP) (\$973)	2,755.61
2	Athens Administrators	Replenish Workers Comp Account Cost (\$874) (Landeros, Bynum) & May Workers' Comp Admin Fee (\$1,000)	1,874.11
3	AT&T	April Internet Service @ PRTP	70.00
4	AT&T	Telephone Charges: Leased Lines	670.66
5	Backflow Distributors	3/4" Backflow Devices (20)	2,015.71
6	Battery Systems	Batteries for SCADA Back-up (5)	1,067.98
7	Bold & Polisner	AEEP Caltrans Reimb-B1, B3 (\$564), Drought Surcharge (\$333), Prop 218 Letter (\$210), Rudnick Estates Project (\$74), RW Exp North Seg 2 (\$630), SCWA (\$658), Water Shortage Emergency Declaration (\$787) & Misc (\$18)	3,273.50
8	Business Card	Notice of Public Hearing - Water Shortage Emergency - Marin IJ (3/26-3/28) (\$145), Ram for New Phone Server (\$61), Digital Phones for New System (7) (\$1,135), Palm Coated Gloves (25) (\$69), Gas Alert Sensor (\$406) (STP), Epoxy (\$128) (3 pts) , Rehabilitation of Water Mains Manual (\$74) (McIntyre), Legal Notice: Marin I.J.-Emergency Water Conservation Ord. No. 28 (\$703) & Pipe Die (\$78)	2,665.19
9	Byrd, Donald	Novato "Toilet Rebate" Program	100.00
10	California Department of Public Health	Distribution Operator Grade 1 Certification Fee (Roberto) (Budget \$70)	70.00
11	CalPERS Retirement System	Pension Contribution PPE 4/30/14	48,399.25
12	Castellucci, Peter	Exp Reimb: D2 Test and Certificate	125.00
13	Coccellato, Paul & Mary	Novato "Washer Rebate" Program	50.00

Seq	Payable To	For	Amount
14	CPI International	Colitag Comparator (Lab)	20.69
15	Cummings Trucking	Sand (65 yds) & Rock (65 yds)	5,584.84
16	Dean, Kathy	Novato "Cash for Grass" Program	400.00
17	DeGabriele, Chris	Exp Reimb: April Mileage	120.40
18	Environmental Science Assoc	AEEP B3 Tree Removal Project (Balance Remaining on Contract \$8,023)	10,789.25
19	Farrelly, Fred & Mary	Novato "Washer Rebate" Program	50.00
20	Farwest Corrosion Control	Scotch Kote Kit (6)	211.58
21	Ferbel, Natalie	Novato "Washer Rebate" Program	50.00
22	Goerndt, Al	Novato "Toilet Rebate" Program	100.00
23	Grainger	Tube Cutters (2), Screw Driver, Wire Fish Tape (360') (\$299) & Signal Wire (1,500') (\$739)	1,116.83
24	Harris and Associates	Pipeline Inspection & Testing Services (Balance Remaining on Contract \$32,790)	9,622.36
25	Hertz Equipment Rental	Dump Truck Rental (3/13-4/12/14) (Balance Remaining on Contract \$3,488)	1,362.50
26	Jauch, Dennis	Novato "Washer Rebate" Program	50.00
27	John's Dairy Equipment & Supply	Chlorine Tablets (100 lbs) (STP)	366.73
28	Ketron, Russ	Novato "Toilet Rebate" Program	200.00
29	Maltby Electric	Conduit Fittings (157) (\$274), Clamps (18) & Conduit Hanger	293.14
30	Mandell, Jon	Novato "Toilet Rebate" Program	100.00
31	Marin Color Service	Paint (2 gal) (Apartment)	67.01
32	Mulligan, Edward	Novato "Cash for Grass" Program	325.00
33	Nelson, Denielle	Novato "Smart Irrigation Controller" Program	411.88
34	Novato Builders Supply	Staples, Fence Tool, Stakes (60) (\$44), Nails (5lbs), Lumber, Mortar (80 lbs) & Fence Posts	146.50
35	Novato Lock	Replace Broken Door Handle on Saturday (Maint. Office Door)	165.72


Seq	Payable To	For	Amount
36	NRG	Low Flow Shower Heads (500) (\$1,454), Aerators (500) (\$454) & Hose Nozzles (250) (\$711)	2,620.65
37	Nute Engineering	Recycled Water Service Study (Balance Remaining on Contract \$971)	5,290.50
38	Office Depot	Desk Chairs (Landeros & Filippi)	576.17
39	Olson, Nancy	Novato "Washer Rebate" Program	50.00
40	Pace Supply	12" Clamps (2) (\$908) & Adaptors (2) (\$96)	1,004.11
41	Pappas, Arthur	Novato "Toilet Rebate" Program	200.00
42	Petaluma Elks Lodge #901	Deposit to Reserve Elks Lodge for 2014 Holiday Party	250.00
43	Pini Hardware	Hose for Pressure Calibrator, Ground Wire for New Phone System (\$125), Painting Supplies for Apartment, Calculator, Carbon Monoxide Detectors (2) (\$87), Light Bulbs, Sandpaper, Chisel, Knobs for Range (2), Conduit Elbows (4), Plumbing Supplies to Replace Toilet in Warehouse, Vinegar (2 gal), O-Rings (5), Locks (4), Trash Cans (4) (\$61), Pipe Nipples (2), Roof Sealer (\$38) (1 gal), Simple Green, Paint Roller & Calcium Remover (Apartment)	520.42
44	Point Reyes Light	Display Ad: Emergency Water Conservation Ordinance No. 29 (4/10/14) (Full Page)	710.00
45	Provost, Michele	West Marin "Rainwater Harvesting" Program	150.00
46	Rainin Instrument	Pipets (3) (Lab)	177.00
47	Rubens, Peter	Novato "Toilet Rebate" Program	200.00
48	Seco Controls	Replacement Lake Level Sensors (2)	2,679.45
49	Sequoia Safety Supply	Rain Jacket (\$44), Ear Plugs (400) (\$59) & Sunscreen Toilettes (700) (\$57)	159.62
50	Shape Incorporated	Parts Needed to Rebuild Sludge Pump (\$1,887) & Rotor (\$1,902) (STP)	3,789.85
51	Shirrell Consulting Services	April Dental Expense	6,274.00
52	Silverado Avionics	Battery Packs for Portable Radios (2)	68.45

Seq	Payable To	For	Amount
53		Vision Reimbursement	120.00
54	Synectic Technologies	Replacement Phone System & Dedicated Server to Store Recorded Calls (Budget \$35,000)	18,694.40
55	The Professional Tree Care	AEEP B3 Tree Removal (Balance Remaining on Contract \$1,620)	42,197.96
56	Thwaites, Stephanie	Novato "Toilet Rebate" Program	200.00
57	United Parcel Service	Delivery Service: Sent Claim #1 Documents for Gallagher Well Pipeline Project	14.99
58	Verizon California	Telephone Charges: DSL & Leased Lines	881.24
59	Verizon Wireless	March CIMIS Station Data Transfer Fee	26.48
60	VWR International	Calibration Kit (Lab)	298.97
61	Western Truck Fabrication	Install 8' X 12' Flatbed on '99 F350	6,767.81
62	Wiener, Eva	Novato "Toilet Rebate" Program	100.00
63	Wiley Price & Radulovich	Consulting Services: Research Affordable Care Act Law Pertaining to Seasonal Employees	627.00
		TOTAL DISBURSEMENTS	<u>\$191,152.99</u>

The foregoing payroll and accounts payable vouchers totaling \$191,152.99 are hereby approved and authorized for payment.


 Auditor-Controller

Date 5/6/14


 General Manager

Date 5/6/2014

DISBURSEMENTS - DATED MAY 15, 2014

Date Prepared: 5/13/14

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 4/30/14	\$114,762.95
EFT*	US Bank	Federal & FICA Taxes PPE 4/30/14	48,667.94
EFT*	State of California	State Tax & SDI PPE 4/30/14	8,415.51
EFT*	State of California	Unemployment Insurance Claim (1/1/14-3/31/14) (Crump & Krupin)	153.00
1	Able Tire & Brake	Front End Alignment ('99 F350) (\$99), Tires (10) ('99 F350-\$329, '05 Honda Civic-\$151, '00 Dodge Dakota-\$242, '12 F250-\$707)	1,528.03
2	Alexander, Grace	Novato "Washer Rebate" Program	50.00
3	Alpha Analytical Labs	Lab Testing (Novato)	154.00
4	Atkinson, Robert	Novato "Washer Rebate" Program	50.00
5	Automation Direct	RTU Analog Cards (5)	415.00
6	Buck's Saw Service	Fuel Hose, Primer Bulb, Weed Wacker Parts (\$30) & Primer Bulb for Weed Wacker	66.81
7	California Water Service	March - May 2014 Water Service (0 CCF)	139.73
8	California State Disbursement	Wage Assignment Order	1,018.50
9	Camino Ramon Associates	Refund Overpayment on Closed Account	231.72
10	Clemenceau, Gary	Novato "Washer Rebate" Program	50.00
11	Confehr, Jeanne	Refund Overpayment on Closed Account	65.93
12	Costco Wholesale	Tables (3) (\$121) (Water Conservation), Detergent, Ziplocks, Baking Soda, Coffee (\$44) & Coffeemate	202.91
13	Deering, Aaron	Refund Overpayment on Closed Account	96.99
14	Demeduc, Mary	Novato "Washer Rebate" Program	50.00

Seq	Payable To	For	Amount
15	Detrick, Carola	Refund Overpayment on Closed Account	66.17
16	Diggs, James	Retiree Exp Reimb (May Health Ins)	1,017.68
17	Fast Signs	Drought Banners for Outreach Event (24" X 48") (2)	130.61
18	Charles Z. Fedak	Final Payment on FY13 Audit (Total \$21,050)	560.00
19	Flaming, Dale	Refund Overpayment on Closed Account	68.33
20	Fremouw Environmental Svc	Recycled Floor Absorbent	357.23
21		Cafeteria Plan: Uninsured Medical Reimbursement	163.20
22	Grainger	Adjustable Tubing Cutter (\$80) & 9V Batteries (24)	107.33
23	Gutierrez, Ismael	Refund Overpayment on Closed Account	23.48
24	Hardy Diagnostics	Control Organism Cultures (5) (Lab)	274.46
25	Hertz Equipment Rental	High Lift Rental to Repair Staff Gauge @ Crest Tank #1	464.34
26	Irish & Son Welding	Weld 1" Connection at 61 Calypso Shores	240.00
27	Jacobsen, James	Novato "Toilet Rebate" Program	100.00
28		Cafeteria Plan: Uninsured Medical Reimbursement	191.00
29		Vision Reimbursement	244.97
30	King, Emily	Novato "Washer Rebate" Program	50.00
31	Klein, Gretchen	Novato "Washer Rebate" Program	50.00
32	Lincoln Life	Deferred Compensation PPE 5/15/14	12,720.87
33	Maltby Electric	Conduit Clamps (12)	13.92
34	Marin Color Service	Paint (1 gal) (Apartment)	25.88
35	Marin Landscape Materials	Mason Mix (2 bags) & Fill Sand (1 yd) (\$49)	65.73
36	Marin County Fair	Sponsorship of the Low Water Use Garden Design at Marin County Fair	100.00

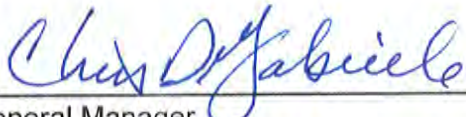
Seq	Payable To	For	Amount
37	Marin County Small Claims Court	Small Claims Filing Fee & Certified Mail - Hardiman Construction 6" AC Pipe Damage Claim	65.00
38	Matchette, Tim	Retiree Exp Reimb (May Health Ins)	349.23
39	McLellan, WK	Paving (110 Santa Maria) (80 S.F.)	540.00
40	Mc Clanahan, June	Novato "Washer Rebate" Program	50.00
41	Drew McIntyre	Exp Reimb: January through April Mileage	108.08
42	Moore, Doug	Retiree Exp Reimb (May Health Ins)	943.40
43	Nationwide Retirement Solution	Deferred Compensation PPE 5/15/14	1,025.00
44	North Marin Auto Parts	Oil Filters (3), Air Filters (3), Motor Oil (15 qts) (\$63), Wiper Blades, Ball Joints (3) (\$253), Air Fittings (10) (\$51) & Door Seal Tape	390.39
45	North Bay Gas	Crew Truck & Weld Shop Gases (\$198), Nitrogen (\$458) (STP) & April Cylinder Rental (\$116)	772.57
46	Novato Chevrolet	Thermostat Housing (\$42), Oil Filters (2), Air Filters (\$73), Transmission Fluid (\$152) (12 qts), Steering Column Parts (\$475) ('04 Chevy 1500 Silverado), Transmission Assembly (\$217) ('04 Chevy Silverado), Transmission Filters (3) (\$146) & Seat Cover, Foam & Lower Frame (\$636) ('04 Chevy Silverado) (Less Credit Received \$151)	1,624.90
47	O'Gara, Edith	Novato "Toilet Rebate" Program	100.00
48	On Line Resource	Refund Overpayment on Open Accounts (2)	146.31
49	Pace Supply	Hydrant Extensions (2) (\$179), Elbows (4) (\$101), Meter Boxes (13) (\$486), Bushings (2), Couplings (22) (\$872), Nipples (66) (\$258) & Double Check Valve (8) (\$2,183)	4,103.76
50	Roberts, Renee	Retiree Exp Reimb (May Health Ins)	349.23
51		Cafeteria Plan: Childcare Reimbursement	113.43
52	Rosenberg, Kenneth	Novato "Toilet Rebate" Program	100.00

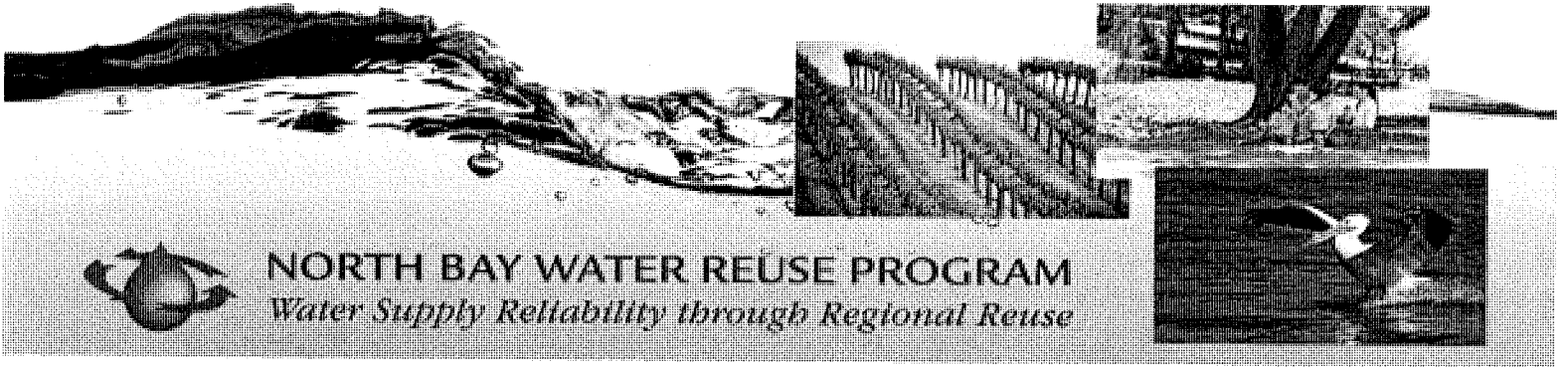
Seq	Payable To	For	Amount
53	Scott Technology Group	Quarterly Maintenance on Engineering Copier (1/16-4/15/14)	489.36
54	Sebastopol Bearing & Hydraulic	Pintle Hitch	85.85
55	Seeman, Sonia	Novato "Toilet Rebate" Program	100.00
56	Sequoia Safety Supply	Insect Repellent Towelettes (100) (\$94) & Overalls (2)	137.02
57	Shirrell Consulting Services	May Dental Insurance Admin Fee	288.15
58	Sire Enterprises	Refund Overpayment on Closed Account	30.00
59	Smith, William	Novato "Washer Rebate" Program	50.00
60	Strahm Communications	Print, Process & Mail Spring 2014 Novato Waterline (18,500)	3,831.24
61	Syar Industries	Asphalt (5 tons)	644.64
62	Synectic Technologies	Telephone System Voicemail Port Licenses (4)	3,048.05
63	United Parcel Service	Delivery Service: Sent Letter Requesting Classification for MSN B3 Project & Tank Level Transmitter for Repair	20.93
64	USA BlueBook	Level Sensor for O.M. Chlorine Tank	1,118.75
65	US Bank	April Safekeeping Fee - Treasury Securities	104.25
66	US Postal Service	Meter Postage	1,000.00
67	Verizon California	Telephone Charges: Leased Lines	43.91
68	Verizon Wireless	Cellular Charges: Data (\$107) & Airtime (\$128)	234.85
69	Viripaeff, Alexis	Novato "Washer Rebate" Program	50.00
70	Watersavers Irrigation	Weed Killer (3 gal)	58.35
71	White & Prescott	Engineering Services: Inn Marin Water Line Easement (Balance Remaining on Contract \$29,765)	1,080.00
72	Winzer	Soap Dispenser, Hand Cleanser (2 gal) (\$54) & Airbrake Hose Repair Kit (\$281)	357.22

Seq	Payable To	For	Amount
73	Zechlin, Leonardo	Refund Deposit-New Development Water Conservation Restriction	1,000.00
		TOTAL DISBURSEMENTS	<u>\$217,708.09</u>

The foregoing payroll and accounts payable vouchers totaling \$217,708.09 are hereby approved and authorized for payment.

 _____
 Auditor-Controller Date 5/13/14

 _____
 General Manager Date 5/13/2014



NORTH BAY WATER REUSE PROGRAM
Water Supply Reliability through Regional Reuse

BOARD OF DIRECTORS MEETING

AGENDA

Monday, May 19, 2014
9:30 A.M.

Novato City Hall Council Chambers
901 Sherman Avenue, Novato, CA 94945

- 1. Call to Order (1 minute)**
- 2. Roll Call (1 minutes)**
- 3. Public Comment (3 minutes)**
 (Any member of the public may address the Board at the commencement of the meeting on any matter within the jurisdiction of the Board. This should not relate to any item on the agenda. It is the policy of the Authority that each person addressing the Board limit their presentation to three minutes. Any member of the public desiring to provide comments to the Board on an agenda item should do so at the time the item is considered. It is the policy of the Authority that oral comments be limited to three minutes per individual or ten minutes for an organization. Speaker's cards will be available in the Boardroom and are to be completed prior to speaking.)
- 4. Introductions (2 minutes)**
- Action 5. Board Meeting Minutes of April 19, 2014 (1 minute)**
 (The Board will consider approving the minutes from the April 19, 2014 Board meeting.)
- Information 6. Report from the Program Manager (2 minutes)**
6.a Consultant Progress Reports
 (The Board will review the Report from the Program Manager and Consultant Progress Reports.)
- Information 7. Financial Report for the Period Ending April 30, 2014 (3 minutes)**
 (The Board will review the financial report for the period ending April 30, 2014.)
- Information 8. Program Development – Federal Advocacy Update (15 minutes)**
 (The Board will be updated on the status of Program Development – Federal Advocacy.)

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

Las Gallinas Valley Sanitary District • Napa County • Napa Sanitation District • North Marin Water District • City of Petaluma • Marin County
 Novato Sanitary District • Sonoma County Water Agency • Sonoma Valley County Sanitation District • Marin Municipal Water District

- Information 9. State Advocacy Update (10 minutes)**
(The Board will be updated on the status of State Advocacy and legislation.)
- Information 10. Proposition 84 Funding Activities (10 minutes)**
(The Board will be updated on the status of Proposition 84 funding activities.)
- Action 11. Budgets, Member Agency Cost Allocations and Detailed Scopes and Costs for FY2014/15, FY2015/16, and FY2016/17 (10 minutes)**
(The Board will consider approval of the Budget, Member Agency Cost Allocations, and detailed Scopes and Costs for FY2014/15, FY2015/16, and FY2016/17.)
- Action 12. Authorization for Sonoma County Water Agency to Enter into an Agreement with Brown and Caldwell for Engineering, Environmental, and Outreach Services (3 minutes)**
(The Board will consider authorizing Sonoma County Water Agency to enter into an agreement with Brown and Caldwell for Engineering, Environmental, and Outreach Services.)
- Action 13. Authorization for Sonoma County Water Agency to Enter into an Agreement with Bryant & Associates for Program Development, Federal Advocacy, and State Advocacy Services (3 minutes)**
(The Board will consider authorizing Sonoma County Water Agency to enter into an agreement with Bryant & Associates for Program Development, Federal Advocacy, and State Advocacy Services.)
- Action 14. Authorization for Sonoma County Water Agency to Enter into an Agreement with Weir Technical Services for Program Management Services (3 minutes)**
(The Board will consider authorizing Sonoma County Water Agency to enter into an agreement with Weir Technical Services for Program Management Services.)
- Information 15. Outreach Program Update (2 minutes)**
(The Board will be updated on the Outreach Program.)
- Discussion 16. Options for Forming a Joint Powers Agency (10 minutes)**
(The Board will discuss options for forming a Joint Powers Agency.)
- 17. Adjournment (1 minute)**

Next Board Meeting
Monday, July 28, 2014, 9:30 A. M.

(In compliance with the Americans with Disabilities Act of 1990, if you need special assistance to participate in a Board meeting, or you need a copy of the agenda, or the agenda packet, in an appropriate alternative format, please contact the Program Manager at (510) 410-5923. Notification of at least 48 hours prior to the meeting or time when services are needed will assist in assuring that reasonable arrangements can be made to provide accessibility to the meeting or service. A copy of all the documents constituting the agenda packet is available for public inspection prior to the meeting at 500 Davidson Street, Novato, CA 94945. Any person may request that a copy of the agenda or the agenda packet be mailed to them for a fee of \$.10 per page plus actual mailing costs. If you wish to request such a mailing, please contact Chuck Weir, Weir Technical Services, 3026 Ferndale Court, Pleasanton, CA 94588, 510-410-5923, chuckweir@sbcglobal.net. The agenda and the agenda packet for each meeting are also available online at www.nbwra.com and will be available at the meeting.)

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Novato Sanitary District • Sonoma County Water Agency • Sonoma Valley County Sanitation District • Marin Municipal Water District

BOD MISC



GOLD LEVEL

Ashe Cosgrove, Inc.
Cameron, Coffey & Kaye
Regina Bianucci Rus CPA
Rotary Club of Novato

SILVER LEVEL

Hennessy Funds
Dietrich Stroeh

BRONZE LEVEL

Brent Ainsworth
Marcia Basalla
David Cameron Burns
Kathy Takemoto
R. Zalewski – Susan G.
Sheridan Memorial Fund

CLASS SESSION SPONSORS

Retreat – Novato Fire Protection District
History – Friends of the MCF Library
Local Government – Bank of Marin
Community Economics – Homa Rassouli, Security One Lending
Service 101 – Cameron, Coffey & Kaye Professional Corp
Emergency Preparedness/Continuity Planning
& Media Technology – W. Bradley Electric
Social Equity – Argent Bank
Sustainability – Marin Clean Energy
Special Districts -- Patsy Fleisch—Mary Kay Cosmetics
Leadership Moving Forward – Cameron, Coffey & Kaye

LEADERSHIP NOVATO ADVISORY COMMITTEE

Coree Cameron, Don Cliver, Mike Di Giorgio, Jack Gallivan, Cheryl Paddack, Jerry Peters, Homa Rassouli, Reni Rothschild, Regina Bianucci Rus, Randy Stemmer, Kathy Takemoto, Bill Tyler.

SPECIAL THANKS TO MODERATORS & PRESENTERS

Candra Canning, Cheryl Paddack, Rocky Cosgrove, Chief Mark Heine, Farhad Mansourian, Donna Mettier, Janet Doerge, Dietrich Stroeh, Herb Rowland, Deb Rowland, Michael S. Frank, Chief Jim Berg, Pat Eklund, Eric Lucan, Judy Arnold, Brad Breithaupt, Harry Thomas, Brian Cochran, Chris Stewart, Ralph O'Rear, Dr. Rob Eyler. Coree Cameron, Linda Davis, Candra Canning, Kara Vernor, Jenay Cotrell, Paul Fordham, Matt Pavone, Brian Van Weele, Madeline Kellner, Bill Tyler, Dave Jeffries, Frank Cox, Elaine Howard, Carol Freedman, Randy Stemmer, Robert Sterling, Ethan Rotman, Jared Milligan, Deanna Euritt, Regina Bianucci Rus, Dr. JuanCarlos Arauz, Megan Pettis, Miguel Villareal, Katie Crecelius, Andrea Osgood, Kathe Holt, Clark Blasdel, Karen Kizer, Jason Fournot. Bob Brown, Peter Joseph, Rafael Silberblatt, Ryan Grisso, Julian Skinner, Ian Gillis, Matt Stephens, Linda Jackson, Elizabeth Dunn, Ron Averiette, Drew McIntyre, Lori Jessell, Sandeep Karkal, John Bailey, Todd Wright. City of Novato, Novato Police Department, Novato Sanitary District, North Marin Water District, Novato Fire Foundation, Novato Fire Protection Dist., College of Marin, Marin Community Foundation, Bank of Marin, Novato Youth Center, Novato Human Needs Center, Rotary Club of Novato, Rotary Club of Ignacio, Rotary Club of Novato Sunrise.

LEADERSHIP NOVATO CLASS OF 2014



**Graduation Ceremony
Wednesday, May 14, 2014**

LEADERSHIP NOVATO 2014

THE GRADUATES

Maria Aguila, NUSD Trustee

Odysseus Andrianos, AGA Film Studio/Entrepreneur

Gary Appelsies, An Apple a Day Health & Wellness

Leslie Biagini-Salazar, AJ Paintmasters Plus, Inc.

Deputy Chief Adam J. Brolan, Novato Fire Protection District

Cathy Capriola, City of Novato

Peggy Flynn, City of Novato

Peian Harness, Rotary Club of Novato/Global Strategic Services

Detective Sgt. Michael Howard, City of Novato Police Dept.

Dr. Jason Lau, College of Marin

Susan Hunt LeMay, Blue Ribbon Coalition

Moj Makki, Kaiser Permanente

Rev. Amanda A. Nevin, Presbyterian Church of Novato

Mickey Pedersen, Marin & Novato YMCA

Cathy Tucker, NCOC Ambassadors/CT Promotions

Katie Young, North Marin Water District

“Education is the most powerful weapon which you
can use to change the world.”

NELSON MANDELA

THE PROGRAM

5 PM

Graduates, guests seated

Welcome

Mayor Eric Lucan, City of Novato (LN 2007)

Introductions

Coy Smith, CEO, Novato Chamber of Commerce

Program MC

Liz Watson, Director of Leadership Novato (LN 2009)

5:25 PM

Leadership Team Projects

HEAL Novato—Maria Aguila, Gary Appelsies, Leslie Biagini-Salazar,

Cathy Capriola, Jason Lau, Mickey Pedersen

Six Wise Monkeys— Adam Brolan, Peian Harness,

Susan Hunt LeMay, Moj Makki, Kathy Tucker

Seeds of Change Education Garden— Odysseus Andrianos,

Peggy Flynn, Michael Howard, Amanda Nevin

5:40 PM

2014 Class Valedictorian— **Leslie Biagini-Salazar**

Presented by 2013 Class Valedictorian Michael Domer

2013 Ed Stark Honoree — **Gary Appelsies**

Presented by **2013 Honoree Carmela Chandrasekera**

6 PM

Presentation of Diplomas

6:15 PM

Reception

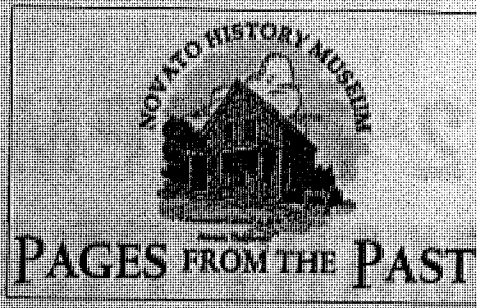
1964: Fluoridation election called off

COMPILED BY MIKE READ
Novato History Miscram

85 Years Ago
May 1929

Virgilio Seveira, San Francisco, was arrested by Constable DeLucchi for reckless driving. Mr. DeLucchi noticed the car wobbling along the highway toward San Rafael, and realizing something was wrong gave chase, but before he caught up Seveira ran into a telephone pole and through a fence. When the constable reached the scene the fellow was sitting in the badly damaged car oblivious of the smashup. A quantity of liquor saturated the ground.

He pleaded guilty before Judge Rudolff, who imposed a fine of \$250 for reckless driving and a like amount for transporting liquor. Being able to raise only \$40, he was taken to the county jail, but after four days in jail, he had raised the balance of the fine and again stepped out a free man. He con-



sulted a lawyer regarding his case, and was told that he was lucky to have had to appear before Judge Rudolff, for in San Francisco he would have been sentenced to at least six months in jail and other penalties.

The Marin County Baseball League will open the season tomorrow, when Sausalito will be here and play the Novato Fireman. May the end of the season find our boys at the head of the list—champions of the county. The opening game will be made a gala day. The Fort Scott Military band of twenty

pieces will be here and render music during the afternoon. There will also be a flag raising and street parade.

75 Years Ago
May 1939

The new double garage which Mrs. Otto Kuntke is having erected on her Reichert avenue property will soon be ready for use. E. R. MacDonald is the contractor.

The new house which W. J. Hill built for H. Pini on Fourth Street is completed, and the one he is building for Tom Keena on Grant Avenue will be finished shortly.

50 Years Ago
May 1964

An election to fluoridate the water here was called off by the directors of the North Marin Water District last night. The action

See PAGES A5

PAGES: . . .

From A4

was taken as a result of the refusal of the Marin County board of supervisors last week to allow the election to be held simultaneously with the consolidated primary election June 2. The North Marin Water directors had two weeks ago adopted a resolution calling for an advisory election

on the assumption they would receive the cooperation of county officials. Last night they rescinded the resolution.

The foursome of the three Nave brothers and Ray Amonini captured the best group costume trophy at the Italian Gold Carnevale Sunday at the Marin County Club. It was the third time in the four year history of the annual benefit affair that the group has won the top prize.

Novato
Advance

5/14/14

Baby Emmy's Grandpa

By Carol Sweig

The twelve to fourteen hour days Dennis Rodoni puts in are the least favorite part of his job as one of the three or four larger general contractors in West Marin. Those are the few who are prepared and able and licensed to handle complex and multiple projects concurrently. The part Dennis likes best, he says, is solving unanticipated problems and managing the intricate administration and financial challenges inherent in his work.

Because West Marin is in the midst of a busy real estate market, many new owners are eager to remodel and upgrade the older houses they've bought. We all know many of those houses are not primary residences, an old story out here. And many of those houses now changing hands in Inverness, for example, were first intended as summerhouses reached by railroad to Point Reyes and thence by wagon to Inverness.

Dennis's parents were living in Point Reyes when he was born, the fourth of five kids. His dad drove a milk truck and started an insurance business that lasted 35 years. His mom was born in the Olema valley; her family owned a dairy ranch. His dad, Dennis's grandfather operated the old Western Hotel. Dennis's Aunt was Sis Arndt, whom many of us remember as a vocal and effective community activist.

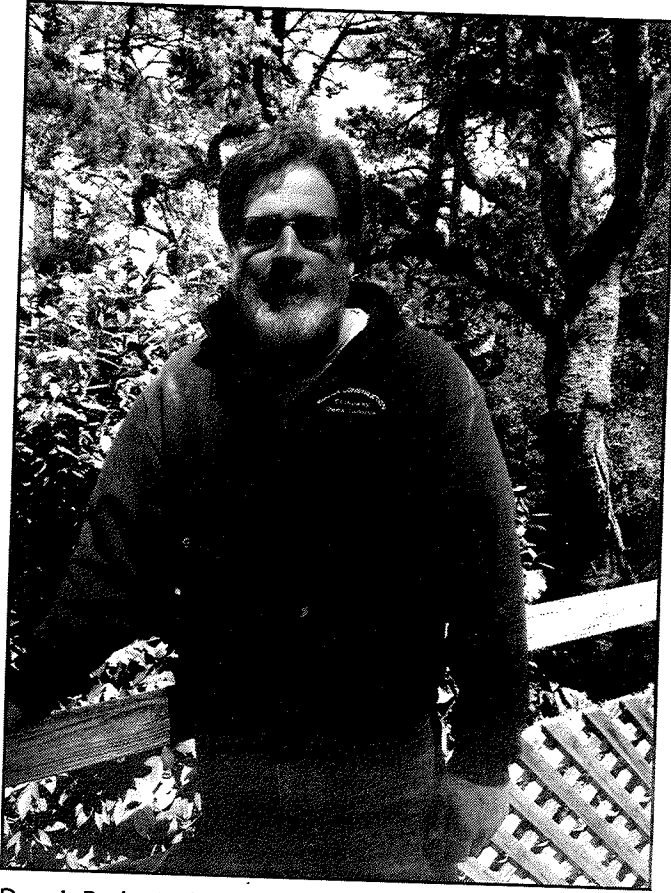
Despite all of these local ties, right after college Dennis found himself teaching geography and physical education in a rural high school in Australia. He and many others were recruited because of a severe shortage of teachers at the time. So, as a young man, he not only had a couple of great years abroad, but he met Judy, his wife of 35 years in the process. Their how-we met story has to do with a injured knee playing Aussie football, an operation, and a reassigned student nurse who just so happened to be working the right shift.

Fast forward 38 years to the arrival of Emerson Ann, their second grandchild just three weeks old now. Dennis and Judy raised two daughters in West Marin. Emerson's mom runs Rodoni Construction's office. Her sister is a tax lawyer working for the Franchise Tax Board in Sacramento.

Rodoni Construction started in 1981, thirty-three years ago, right around the time his two girls were born. So how did he come by the skills needed to create and run and build and take care of a complex business? Maybe it started with working as an apprentice carpenter for four years during college in Chico; or maybe coaching baseball in Geyserville when he returned from those great years in Australia; or maybe working as a project manager for someone else's contracting business. Maybe. But there is also a not so secret ingredient. Dennis is a really nice guy. He brings that warmth to whatever he's doing, and everyone feels it.

Dennis is nothing if not persistent. How else could he have served on the North Marin Water District for almost twenty years? And he's also very serious about warning anyone who will listen to undertake remodeling or any large building project with professionals licensed to do the work they undertake. General contractors, for example, are not allowed to do electrical or plumbing work unless it's connected to a larger project, for example. Dennis warns that every contractor should have sufficient workers' comp and liability insurance.

Yes it's fun solving the problems of unanticipated carpenter ants. Yes it's a challenge to manage subcontractors, seeing they get paid on time or even early, but the most fun, by far the most fun, is showing off the photos of his adored grandkids on his iPhone. And they really are adorable!



Dennis Rodoni. Photo by Carol Sweig

Close to Home: Avoiding a water nightmare

By JAY JASPERSE on May 11, 2014, 3:00 AM

There is nothing more frightening for a landowner than turning on the tap and nothing comes out. Hardware problems are often the culprit. But what happens when the lack of water at the tap means that the well has run dry? In Sonoma County's third year of drought, this nightmare scenario seems a growing possibility to many residents and farmers.

Fortunately, Sonoma County is ahead of many areas in the state when it comes to learning about and managing groundwater. For example, places in the Central Valley have experienced more than 20 feet of subsidence (sinking land from groundwater depletion). In response, the Legislature and governor are considering legislation mandating more control over groundwater. Time will tell what new mandated requirements are coming our way.

In Sonoma County, a series of studies conducted by the U.S. Geological Survey has revealed that some significant problems exist in Sonoma Valley and the Santa Rosa Plain is also a little out of balance. Less groundwater also means less water in creeks and streams because they are connected. The bottom line is that unless our water resources are proactively managed, existing problems will get worse and currently healthy areas will experience trouble.

Several years ago, the Sonoma County Water Agency began working with the USGS to determine if problems existed. The first two areas studied were Alexander Valley and Sonoma Valley. While major problems were not revealed in the Alexander Valley, in Sonoma Valley the USGS found areas experiencing declining groundwater levels and saline intrusion in the southern end of the valley.

In response to the study, the Water Agency board of directors convened the Sonoma Valley basin advisory panel comprised of stakeholders representing a wide range of interests, which developed a voluntary, non-regulatory groundwater management plan for the valley. The plan emphasizes using science-based information to promote reduced water use, well monitoring, enhancing groundwater recharge and increased use of recycled water. Since plan adoption five years ago, 140 wells are now being monitored, recycled water use is expanding to offset groundwater pumping, and several businesses and residents have been recognized for major conservation.

A similar panel has been created for the Santa Rosa Plain basin, which stretches from Cotati to Windsor and from Sebastopol to Bennett Valley. The Santa Rosa Plain basin advisory panel is developing a groundwater management plan with a goal to locally manage and protect groundwater resources through non-regulatory measures to support all beneficial uses, including human, agriculture and ecosystem in an environmentally sound, economical and equitable manner.

To provide a science-based framework for management, the USGS has developed a computer model for the Santa Rosa Plain basin, which couples surface water and groundwater to help predict trends in groundwater levels over a period of time based on changing water use and weather patterns.

Will a proactive groundwater management plan be enough to prevent wells and streams from running dry in 10, 20 or 50 years? Success of a voluntary plan is dependent on whether it's embraced by all types of groundwater users. For this reason, the panel is holding a series of meetings in May to update people on the Santa Rosa Plain plan. Come and find out what is happening underground — it could help prevent

the Santa Rosa Plain plan. Come and find out what is happening underground — it could help prevent your worst nightmare from occurring.

Jay Jasperse is chief engineer of the Sonoma County Water Agency. The first of the community forums on the Santa Rosa Plain Plan will be held Monday at the Sebastopol Community Center. Additional meetings will be held Wednesday at the Windsor library, May 21 at the Rohnert Park City Council chambers and May 28 at the Santa Rosa Public Utilities Office, 35 Stony Point Road. All meetings begin at 6 p.m.

BOD MISC

Mendocino County supervisors decline support of Millview water right

By JUSTINE FREDERIKSEN Ukiah Daily Journal
Updated: 2014-05-08 01:00:47.186424

UkiahDailyJournal.com

Public comments accepted until Friday

Ukiah Daily Journal

The Mendocino County Board of Supervisors Tuesday voted to not send a letter supporting Millview County Water District's bid to maintain a water right the state may revoke.

Last month, the State Water Resources Control Board issued a draft order revoking License 5763, formerly owned by Masonite, stating that the "water has not been put to useful or beneficial purpose for a period of five years or more."

Board chairman and 3rd District Supervisor John Pinches argued for sending the draft letter of support, which stated that "the water at issue is needed to help the county address the serious drought it is currently facing and will likely face for the foreseeable future. In addition, the water is needed in order to develop the north end of the Ukiah Valley for any purpose."

"To let this water evaporate is a mistake," Pinches said Tuesday, and Ken Budrow, president of the Millview County Water District's board of directors, told the board that the water license, allowing Russian River diversion, could provide 5,800 residents with 200 gallons a day.

"It is a valuable resource that we don't want to lose," Budrow said, adding that the water could also be used to help other districts such as Redwood Valley County Water District, which currently has cut off agricultural users.

Second District Supervisor John McCowen said he could not support the letter.

"This is not an easy position to take, because I am very concerned with protecting water rights in the Ukiah Valley," McCowen said. "But this action would put the Board of Supervisors in the middle of a water right fight."

"I don't think this is a fight between anybody," Pinches countered. "It is not right to let a water right go away. This is just one little thing that could help a lot of people, and there is no downside. Water runs downhill into Sonoma County, and every gallon they lose up here, goes down there."

To be able to make a motion himself to support the letter, Pinches passed the gavel to 1st District Supervisor Carre Brown, who then passed the gavel to McCowen so she could second the motion. However, the motion died when only Pinches and Brown voted for it.

The state water board will accept public comments on the water license revocation until Friday, May 9. Comments may be submitted by fax at: (916)341-5620, or via e-mail at: commentletters@waterboards.ca.gov.

The hearing has been scheduled for adoption by the board at its May 20 meeting.

BOD MISC

Chris DeGabriele

From: Mark Millan [millan@datainstincts.com]
Sent: Thursday, May 08, 2014 2:26 PM
To: Undisclosed Recipients
Subject: Drought forces Texas city to turn to toilets for tap water - NBC News 5/8/14

Drought forces Texas city to turn to toilets for tap water

Watch video clip:

<http://www.today.com/news/drought-forces-texas-city-turn-toilets-tap-water-2D79639075>

Eun Kyung Kim, Today Show, NBC News 5/8/14

Desperate drought conditions in parts of bone-dry Texas have called for desperate measures.

Residents of Wichita Falls, population 100,000, fear they will run out of water within two years. So city officials found a way to flush away their worries.

The city has built a new 13-mile pipeline connecting its waste treatment plant directly to a second facility that purifies drinking water. That means treated wastewater — not just from toilets, but from sinks, bathtubs and dishwashers — will no longer be released down river as before. Instead, it will soon flow out of household faucets.

"The water that's coming in to the water treatment plant has already been treated once at the wastewater plant. It's not receiving raw, untreated sewage," Daniel Nix of Wichita Falls Public Works told NBC's Gabe Gutierrez.

But some people are calling the process "toilet to tap" and have already switched to bottled water.

"Just the very thought that you might be drinking your own wastewater is never comforting," said Wichita Falls resident Tim McMillin.

Widespread drought has changed the way the nation thinks about water. Other areas, including Orange County, Calif., have added some treated wastewater to some of their drinking supply.

But the percentage being used in Wichita Falls, about half of the city's tap water, will be the highest in the country.

"We don't have any other options," said resident Julie Spence, owner of Gidget's Sandwich Shop.

City officials said the Texas Department of Environmental Quality expects to finish its testing process within the next 30 days.

Darron Leiker, Wichita Falls city manager, expressed confidence that everything will clear all safety criteria.

"It will meet or exceed all state and federal drinking standards," he said.

News Update

BOD MISC

Mendocino Co. supervisors OK letter in support of PV diversion

By JUSTINE FREDERIKSEN Ukiah Daily Journal Ukiah Daily Journal
Updated: 2014-05-07 09:35:04.517

UkiahDailyJournal.com

The Mendocino County Board of Supervisors Tuesday approved sending a letter to the federal agency that denied a request last month to briefly funnel more water through the Potter Valley Project to assist the Redwood Valley County Water District.

"I agree that the diversion could have been easily accomplished without any danger to the minimum flows (required to be maintained in the Eel River)," said 2nd District Supervisor John McCowen, who moved to approve the letter addressed to Irma Lagomarsino, the assistant regional administrator of the National Oceanographic and Atmospheric Administration's regional office in Arcata.

The letter expresses disappointment with the federal agency's denial of a request to temporarily -- for likely less than two days -- divert water through the Potter Valley tunnel at a rate of 250 cubic feet per second until an extra 800 acre feet could be collected for Redwood Valley.

Though written agreements supporting the temporary diversion were acquired from the Friends of the Eel River, California Department of Fish and Wildlife, CalTrout and the Potter Valley Irrigation District, 3rd District Supervisor John Pinches wrote in the letter that Dick Butler from the Santa Rosa NOAA office denied the request "due to the fact that he believed the current situation does not qualify as an emergency," which would have to cause "damage to life, health, property or essential public services."

"We are very concerned that a federal employee could make a determination that, first, drought is a predictable local event, and, second, that the loss of a farmer's crop is not considered damage to property," the letter continues. "We would like you to review the circumstance surrounding the proposed minor water diversion ... and provide us with an explanation of how the final decision to deny water to Redwood Valley was made."

Customers of the RVCWD are currently limited to 50 gallons a day per person and water for agricultural uses, such as livestock and frost protection for grapevines, is no longer available.

David Keller, a Petaluma resident and member of the Friends of the Eel River, disputed the letter's claim that the 800 acre-feet could have been collected in only 38 hours, and that even if it were collected, "there is no legal process for Redwood Valley to take that water," and many other stakeholders had senior water rights that would have had to be addressed beforehand.

Keller also said "the letter is a little over the top in regards to blaming Dick Butler."

Guinness McFadden, a member of the Potter Valley Irrigation District's board of directors, said the lives of many in Redwood Valley who have vineyards and livestock "are going to be miserable this summer, and that water could have easily been sent to them without harming the fish.

"This is not the time to lawyer up; this is a time for neighbors to help neighbors," McFadden continued. "Lawyering up is for normal circumstances. This drought is extraordinary circumstances."

Fifth District Supervisor Dan Hamburg said he "agreed with the basic concepts of the letter," but he also agreed with some of Keller's comments and he wanted to "make this letter as cooperative as possible.

"The Friends of the Eel River are not going away, and we need to figure out how to march forward together and let's not try and pick fights," Hamburg said. "I want to see as little acrimony as possible in the letter."

Pinches said he found it frustrating that so much attention was being put on the small amount of water going through the Potter Valley tunnel when "90 percent of the problem" was how the illegal water diversions by marijuana growers "dry up all of the Eel River's tributaries into nothing" every year.

"Why that isn't the focus, I don't understand," he said. "It is a real tragedy what's happening in the river, and people need to get on the ball and do something about the illegal marijuana industry."

The supervisors then unanimously approved sending the letter to NOAA, and directed 1st District Supervisor Carre Brown to make any necessary changes.

Justine Frederiksen can be reached at udjif@ukiahdj.com, on Twitter @JustFrederiksen or at 468-3500, ext. 1141.

Novato Sanitary board taps new member

Posted: Wed May 14 11:52:42 MDT 2014

marinij.com

Gary Butler, a local insurance agent with 25 years of business experience, was unanimously appointed by the Novato Sanitary District Board of Directors to replace director Michael DiGiorgio, who died recently.

Butler, a State Farm Mutual Insurance Co. agent who has also logged many years of community service, was chosen from a field of "seven well-qualified candidates" to replace DiGiorgio, said Board President Jean Mariani. DiGiorgio died of leukemia in April.

Butler will "bring a new perspective to the district that the board believes will help advance the district in a fresh and productive manner," Mariani said.

"I'm excited. It's a well-run district and a board that really takes its role seriously and I'm excited to be part of that," Butler said.

The new director has 25 years of professional insurance and risk management experience, much of that time in executive and management roles.

Butler also served as vice chairman of the Novato Planning Commission. He is a board member of the Rotary Club of Ignacio and treasurer of the club's foundation. He has served on the board of the Downtown Novato Business Association, and is a graduate of the University of San Francisco with a bachelor's degree in accounting and an MBA in finance.

Contact Janis Mara via email at jmara@marinij.com. Follow her at [Twitter.com/jmara](https://twitter.com/jmara).

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