

**NORTH MARIN
WATER DISTRICT**

**NORTH MARIN WATER DISTRICT
AGENDA - REGULAR MEETING
August 21, 2012 – 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 , August 7, 2012
	2.	GENERAL MANAGER'S REPORT
	3.	OPEN TIME: (Please observe a three-minute time limit) This section of the agenda is provided so that the public may express comments on any issues not listed on the agenda that are of interest to the public and within the jurisdiction of the North Marin Water District. When comments are made about matters not on the agenda, Board members can ask questions for clarification, respond to statements or questions from members of the public, refer a matter to staff, or direct staff to place a matter of business on a future agenda. The public may also express comments on agenda items at the time of Board consideration.
	4.	STAFF/DIRECTORS REPORTS
	5.	MONTHLY PROGRESS REPORT
		CONSENT CALENDAR The General Manager has reviewed the following items. To his knowledge, there is no opposition to the action. The items can be acted on in one consolidated motion as recommended or may be removed from the Consent Calendar and separately considered at the request of any person.
	6.	Consent – Approve Request for Consulting Services - Gallagher Well and Pipeline Project Hydrologic Design Plan
		ACTION CALENDAR
	7.	Approve: Reimbursement Agreement with Sonoma County Water Agency for the North Marin Water District Water Conservation Program
	8.	Approve: Contract Amendment for Nute Engineering
8:00 p.m.		INFORMATION ITEMS
	9.	Fourth Quarter FY 11/12 - Water Quality Quarterly Report w/Quarterly Bacteriological Monitoring Report
	10.	Water Conservation Year End Report (July 2011 through June 2012)
	11.	Year End Progress Report - Engineering Department
	12.	FY 12 - Operations/Maintenance Year End 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
	13.	MISCELLANEOUS Disbursements Reimbursement for Property Damage during Consumer Services On-Call Duty <u>News Articles:</u> What is your opinion of the taste and quality of water in Marin? Life gets a little better for Eel River salmon: block release boosts spring migration Some goals are universal
	14.	Closed Session: Conference with Real Property Negotiator (Chris DeGabriele) regarding terms of Intertie Agreement between North Marin Water District and Marin Municipal Water District (Government Code Section 54956.8)
9:00 p.m.	15.	ADJOURNMENT

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DRAFT
NORTH MARIN WATER DISTRICT
MINUTES OF REGULAR MEETING
OF THE BOARD OF DIRECTORS
August 7, 2012

17 **CALL TO ORDER**

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

23 Steve Wrightson of The Covello Group, Martin Falarski and Kevin Canada of URS
24 Corporation, Leonard Charles of Leonard Charles and Associates, Ari Lauer of Bold & Polisner, and
25 District employees Robert Clark (Operations/Maintenance Superintendent), Doug Moore
26 (Construction/Maintenance Superintendent), Carmela Chandrasekera (Associate Civil Engineer),
27 and David Jackson (Associate Civil Engineer) were in the audience.

28 **MINUTES**

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

31 AYES: Directors Baker, Fraites, Rodoni, Schoonover

32 NOES: None

ABSENT: Director Petterle

ABSTAIN: None

33 **GENERAL MANAGER'S REPORT**

34 **Oceana Marin HOA Meeting**

35 Chris DeGabriele reported that he attended the Oceana Marin HOA meeting on Saturday,
36 July 21st and reviewed last year's financial performance and budget. He said he spoke to the
37 homeowners regarding the sewer lining project and they requested to be notified when the project
38 would start. Mr. DeGabriele stated that the homeowners suggested that a flyer be distributed should
39 there be a disaster regarding a disrupted sewer line or water service. He informed the Board that
40 the District prepared a flyer and sent it to the Oceana Marin HOA's who posted it on their website
41 and will distribute it to the homeowners.
42

1 ACWA Regulatory Summit Meeting

2 Mr. DeGabriele informed the Board that next Wednesday, August 15th he will be a panelist
3 at the ACWA Regulatory Summit meeting in Rohnert Park. He stated that the panel will discuss how
4 to deliver a message to customers to conserve water while rates are going up. Mr. DeGabriele said
5 that he hopes to focus on how the North Marin Water District Board experienced a similar situation
6 and how the District adopted a series of three annual rate increases.

7 Las Gallinas Valley Sanitary District Dedication to Recycled Water

8 Mr. DeGabriele advised the Board that the date of the Las Gallinas Valley Sanitary District
9 dedication of the Recycled Water South Facility will be September 25th. He stated the District will be
10 partners in planning the dedication with LGVSD.

11 Novato Sanitary District Dedication

12 Mr. DeGabriele also informed the Board that Novato Sanitary District will be setting a date for
13 the dedication of the Recycled Water North Facility around the week of October 15th and will advise
14 the Board when the final date is chosen.

15 **OPEN TIME:**

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

18 **STAFF/DIRECTORS REPORTS**

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

21 Marin Sonoma Narrows B1 and B2 Project

22 Drew McIntyre advised the Board that Cal-Trans will receive Marin Sonoma Narrows (MSN)
23 B1 project bids in the next couple of weeks. He stated that the B1 project includes the District's
24 pipeline to be upsized from a 30" to a 42" from Redwood Landfill North to San Antonio Road. Mr.
25 McIntyre said that MSN B2 will have a bid opening around the second week of August and involves
26 installing a temporary bypass line around South Petaluma Blvd. He stated that he would keep the
27 Board informed but the tentative schedule would be that both projects begin work by late
28 spring/early summer 2013.

1 **PRELIMINARY FY 2011/12 FINANCIAL STATEMENT**

2 Mr. Bentley presented the Preliminary FY12 Financial Statement. He stated that the overall
3 performance was better than anticipated on the revenue side and that the District sold more water
4 than budgeted. He said that the District had a net loss of \$178,000, compared to a budgeted loss of
5 \$468,000 for last fiscal year. Mr. Bentley said that the District added \$500,000 to revenue due to
6 more water sales than budgeted but an offset on the expense side was that the District needed to
7 purchase more water from Sonoma County Water Agency than budgeted due to the low rainfall last
8 winter.

9 Mr. Bentley stated that Novato Water budgeted a \$545,000 net loss for the year, but came in
10 at a \$217,000 loss due to higher to water sales volume. Mr. Bentley stated connection fee revenue
11 came in at \$969,000 compared to a budget of \$570,000.

12 Mr. Bentley stated that the Recycled Water operation ended with a net loss of \$129,130. He
13 said that the District sold 56.2 million gallons compared to a budgeted 60 million gallons. Mr. Bentley
14 said that expenses exceeded budget by about \$9,000, but the District saved money on interest
15 expense because of the time it took the State to send SRF loan monies.

16 Mr. Bentley reported that for West Marin Water, the net income was \$145,000, compared to
17 a budgeted net income of \$177,000. He stated that the District budgeted 76 million gallons in water
18 sales and sold 74.3 million gallons.

19 Mr. Bentley informed the Board that Oceana Marin stayed right on budget with no new
20 customers. He stated that there was \$23,000 in net income versus \$29,000 budgeted. Expenses
21 exceeded budget due to extra money spent on lift station repairs.

22 Mr. Bentley said that the Board will hear a report on the final FY 2012 Financial Statement
23 after the audit is complete.

24 **PUBLIC HEARING/APPROVE: PT. REYES TREATMENT PLANT SOLIDS HANDLING**
25 **FACILITIES PROJECT- CONSIDER ADOPTION OF MITIGATED NEGATIVE DECLARATION**
26 **AND APPROVAL OF THE PROJECT**

27 Mr. McIntyre reminded the Board that at the June 5th meeting, the Board received the
28 Administrative Draft of the Initial Study for the Point Reyes Treatment Plant Solids Handling Project
29 and that on June 12th, District staff mailed out a Notice of Intent to file a Mitigated Negative
30 Declaration with the County of Marin and other agencies, who were given a 30-day public review
31 period. Mr. McIntyre informed the Board that the District received two comments, one from Cal-
32 Trans, asking if the project would be hauling hazardous waste, and the second comment was from

1 Department of Fish and Game (DFG), with specific project comments. He advised the Board that the
2 District will be moving forward upon Board approval with the next step which is outreach to obtain a
3 County of Marin Local Coastal Permit.

4 Mr. McIntyre introduced Leonard Charles, Environmental Consultant, who informed the
5 Board that the District received a letter from the DFG, and he recited their 10 comments that the
6 District addressed in response to comments on the Mitigated Negative Declaration. Mr. Charles
7 opined that DFG did not clearly understand the project.

8 Vice President Fraites opened the public hearing at 7:55 p.m. and hearing no comment,
9 closed the public hearing.

10 On motion of Director Rodoni, seconded by Director Baker, and carried by those Directors
11 present, the Board approved Resolution No. 12-19 entitled "Resolution of The Board of Directors of
12 the North Marin Water District Authorizing the Adoption of a Mitigated Negative Declaration for the
13 Pt. Reyes Water Treatment Plant Solids Handling Project, Making Findings Pursuant to the
14 California Environmental Quality Act, and Directing the Filing of a Notice of Determination."

15 On motion of Director Schoonover, seconded by Director Rodoni, and carried by those
16 Directors present, the Board approved the project including Mitigation Monitoring and Reporting
17 Program.

18 On motion of Director Rodoni, seconded by Director Baker, and carried by those Directors
19 present, the Board authorized staff to file the Notice of Determination with the Marin County Clerk.

20 **CONSENT CALENDAR**

21 On motion of Director Baker, seconded by Director Schoonover and unanimously carried, the
22 following items were approved on the Consent Calendar:

23 **WATER SERVICE AGREEMENT – SAN RAMON ELEMENTARY SCHOOL FIRE SERVICE**

24 The San Ramon Elementary School Multi-Use Building Fire Service Project proposes to
25 construct a new fire sprinkled multiuse building at the school site at 45 San Ramon Way. New water
26 facilities required include one 6-inch fire service assembly to supply the new fire sprinklers and one
27 existing fire hydrant relocation on San Ramon Way. The total cost of the project is \$77,645.

28 The Board approved Resolution No. 12-20 entitled "Authorization of Execution of Water
29 Service Facilities Construction Agreement with Novato Unified School District."

1 **WATER SERVICE AGREEMENT- ASSIGNMENT OF WATER SERVICE AGREEMENT CANYON**
2 **GREEN**

3 A Water Service Agreement for Canyon Green Subdivision with Green Valley Corporation
4 was approved by the Board on June 19, 2012, and Green Valley Corporation entered into the
5 agreement on July 19, 2012. Subsequently, on July 23, 2012, Green Valley Corporation sold the
6 project to Camino Ramon Associates, LLC, and it is now necessary to assign the agreement to
7 Camino Ramon Associates, LLC.

8 The Board approved Resolution No. 12-21 entitled "Authorization of Execution of
9 Assignment High Pressure Water Service Facilities Construction Agreement with Green Valley
10 Corporation and Camino Ramon Association, LLC."

11 **CONSENT-APPROVE- STAFFORD SOLAR ENERGY PROJECT DEDICATION**

12 The Stafford Solar Energy Project is scheduled to be completed by August 13th. The Board
13 authorized the General Manager to set the date for the Stafford Solar Energy Project dedication for
14 Friday, August 31, 2012 at 11 a.m.

15 **ACTION CALENDAR**

16 **APPROVE: CHANGE ORDER NO. 4- ENVIRONMENTAL SCIENCE ASSOCIATES (ESA) FOR**
17 **ENVIRONMENTAL SUPPORT SERVICES CONTRACT (RECYCLED WATER SOUTH SERVICE**
18 **AREA)**

19 Drew McIntyre reminded the Board that Environmental Science Associates (ESA) has been
20 performing compliance permitting for the Recycled Water North and South Service Area Project. He
21 stated that the Board has already approved three change orders in the past for these projects. He
22 said that the District is requesting Change Order No. 4 for \$38,900 for ESA to perform additional
23 CEQA construction monitoring tasks for the Recycled Water South Service Area Project. Mr.
24 McIntyre stated that the additional monitoring tasks will include monitoring protected areas from
25 contractors and protecting wetland species, purple needle grass and red-legged frog habitat
26 throughout the project site.

27 On motion of Director Baker, seconded by Director Schoonover, and carried by those
28 Directors present, the Board authorized the General Manager to execute Change Order No. 4 to
29 ESA to perform additional CEQA construction monitoring tasks for the Recycled Water South
30 Service Area project in the amount of \$38,900.

1 **APPROVE: OCEANA MARIN CIPP SEWER LINING PROJECT: AWARED CONSTRUCTION**
2 **CONTRACT**

3 Mr. McIntyre informed the Board that the District is ready to move forward with the cured-in-
4 place pipe (CIPP) sewer lining project in Oceana Marin which encompasses three cross-county
5 sewer lines and includes pre-cleaning, pre-televising, repair of defects found and a second cleaning
6 and televising prior to lining. He stated that the CIPP lining of three easement sewers serve Kameha
7 Way, Kona Lane and Waikiki Lane.

8 Mr. McIntyre reminded the Board that in June, the Board approved bid advertisement for the
9 sewer lining project and the District received bids from five contractors. He said that the bids ranged
10 from \$146,000 to \$300,000; the lowest bid was from Case Excavating of Clearlake, CA. Mr. McIntyre
11 stated that Nute Engineering performed a bid analysis and that staff reviewed the bid for conformity,
12 Class A license and bid bonds. He informed the Board that the response from Nute Engineering
13 affirms that Case Excavating meets experience requirements and has good references.

14 Director Baker stated he is concerned that the Case Excavating bid is much lower than the
15 other bids. He asked for reassurance from Mr. McIntyre that the low bidder's references have been
16 checked thoroughly.

17 Mr. McIntyre stated that he has had discussions with Nute Engineering regarding Case
18 Excavating and Nute stated that there have been no claims filed against their license and references
19 from other agencies were good. Mr. McIntyre said that if the low bidder's references check out and
20 the bid is deemed responsive and responsible, the contract must be awarded to the contractor or all
21 bids are rejected.

22 Director Rodoni asked if the work could be managed in-house. Mr. McIntyre said that staff
23 proposes to amend Nute Engineering's existing General Services Agreement contract by \$10,000 to
24 authorize design and support services during construction and that the project duration will be short
25 and should be completed within 12 weeks.

26 On motion of Director Rodoni, seconded by Director Schoonover, and carried by those
27 Directors present, the Board awarded the contract to Case Excavating and authorized the General
28 Manager to execute an agreement with Case Excavating.

1 **INFORMATION ITEMS**

2 **CONSTRUCTION MANAGER REPORT #3- RECYCLED WATER PROJECT NORTH SERVICE**
3 **AREA (ORAL REPORT)**

4 Drew McIntyre introduced Steve Wrightson, Construction Manager for The Covello Group
5 who gave an overview of the previously completed segments of the Recycled Water Project- North
6 Service Area including Segment 1, Segment 3 and the Plum Street Tank Rehabilitation. Mr.
7 Wrightson stated that Segment 2 is scheduled to be completed around August 24th. He said that
8 there have been some challenges along the way with contaminated soil on Redwood and Olive
9 Avenue, high ground water and a broken horizontal directional drilling drill rod. Mr. Wrightson
10 informed the Board that there has been 8.6% in change orders forecast totaling \$122, 406 in
11 estimated additional costs.

12 Director Baker asked if the engineer had reviewed the borings to determine the pavement
13 thickness on Olive Avenue prior to construction. Drew McIntyre answered that there has been
14 periodic core sampling along the alignment.

15 Vice President Fraites requested that the affected roads be repaved soon. Mr. Wrightson
16 stated that the crew will go out and look at the temporary road pavement and that final repaving will
17 be completed once the project is complete.

18 Mr. McIntyre informed the Board that The Covello Group will not have the final amount on
19 change orders or cost of the project until the final segment is complete and the Segment 2 Ranger
20 Construction contract is closed out. He stated that the Board should have that information in early
21 September.

22 **CONSTRUCTION MANAGER REPORT #1- RECYCLED WATER PROJECT SOUTH SERVICE**
23 **AREA (ORAL REPORT)**

24 Drew McIntyre introduced Martin Falarski and Kevin Canada, Resident Engineer and
25 Construction Manager of URS Corporation, for the Recycled South Service Area project. Kevin
26 Canada advised the Board that there are three phases in the South Service Area Project and are
27 working with Miller Pacific Engineering, CSI (tank inspection and welding), ESA, Nute Engineering
28 and CSW/Stuber-Sroeh to complete the project. He stated that Drew McIntyre and Dave Jackson
29 have been extremely proactive and very helpful throughout the process.

30 Mr. Canada stated that Phase 1A is from Las Gallinas Valley Sanitary District to Bolling
31 Circle. He stated that during the bid phase, Drew McIntyre had the foresight to address unstable
32 soil conditions and advised the contractor that they will have to take care of it at their own cost. He

1 informed the Board that some of the complications of this project included suspension of work due
2 to nesting ravens and nesting swallows under Willow Creek Bridge, although work was allowed to
3 proceed. Mr. Canada informed the Board that the anticipated completion date of Phase 1A is
4 September 20th with a total estimated cost of \$884,488.

5 Mr. Canada advised the Board that Phase 1B is installation of a 12" PVC pipe. He stated that
6 there has been underground utility interferences and unanticipated soil conditions along with
7 environmental compliance regarding nesting birds, owls and purple needle grass which caused a
8 two month suspension of the project on Reservoir Hill. He advised the Board that there were over
9 1600 notices and door hangers distributed to residents that might be affected by the traffic control,
10 dust and other construction. Mr. Canada stated that there have been residential complaints
11 regarding a broken water main wherein residents lost water and electricity. Mr. Canada stated that
12 the anticipated completion date of Phase 1B is September 7th with a total cost of \$2,542,500.

13 Mr. Canada informed the Board that Phase 2 would be advertised and bid upon this month.

14 **TEMPORARY STAFFING**

15 Mr. DeGabriele informed the Board that reduction in temporary staffing hours in this year's
16 Operations Budget was anticipated to be accomplished by transferring two Treatment Plant
17 Operations on a short term basis to Construction and Maintenance crews. He stated that due to
18 unforeseen circumstances only one employee was able to transition over, and he has authorized the
19 Construction/Maintenance Superintendent to hire a temporary laborer. He informed the Board that
20 the construction crews have had a tremendous amount of service repairs, and they have done a
21 phenomenal job with the staff they have.

22 **SWRCB ACCEPTANCE AND ENVIRONMENTAL REVIEW PROCESS FOR LICENSE 4324B** 23 **PETITION FOR CHANGE**

24 Mr. DeGabriele advised the Board on the status of the Petition for Change for License 4324B
25 with the State. He reminded the Board that the District submitted the Petition for Change in
26 December 2010; the State is recommending that the District does not convert Permit 19725 to a
27 license but rather continue utilization as a permit. Mr. DeGabriele stated the District will dedicate
28 Permit 19724 to instream flow and add a point of diversion at Gallagher to License 4324B and
29 Permit 19725. He said that the State Board is still trying to figure out how to informally notice
30 Department of Fish and Game and the previous protestants, Tomales Bay Association, Trout
31 Unlimited and Marin Sierra Group.

1 Mr. DeGabriele stated that the District is internally developing a hydrologic plan to meet the
2 Department of Fish and Game's requirements to confirm or deny whether the Gallagher Well has
3 impact on the stream flow. He informed the Board that he will be meeting with a hydrogeologist to
4 find someone that has a working relationship with the Department of Fish and Game.

5 Director Baker asked if there was a significant difference of maintaining Permit 19725 rather
6 than converted to a License.

7 Mr. DeGabriele said that on the upside it will remain at the existing diversion limits of 292
8 acre/ft year and if licensed it would be at a lower amount.

9 **WAC/TAC MEETING- AUGUST 6, 2012**

10 Mr. DeGabriele informed the Board that there was a good presentation by City of Cotati on
11 their Water Smart Program which tailored outreach to customers regarding conservation. He stated
12 that the outreach resulted in 5% water savings for Cotati. Mr. DeGabriele said that there was a
13 report on last year's water sales and that revenue was slightly higher.

14 **MISCELLANEOUS**

15 The Board received the following miscellaneous items: Disbursements, Employer Assisted
16 Housing Policy and Water Research Foundation Certificate.

17 The Board also received the following news articles: Marin agencies dealing with musty-
18 tasting tap water and SCWA Press Release-Watershed Pubic Education Television Series Debuts

19 Chris DeGabriele informed the Board regarding the news article "Marin agencies dealing with
20 musty-tasting tap water" that the District now has the issue under control.

21 **CLOSED SESSION**

22 Vice President Fraites adjourned the Board into closed session at 9:12 p.m. in accordance
23 with Government Code Section 54956.8; Conference with Real Property Negotiators; District's
24 Designated Representatives – Chris DeGabriele and David Bentley; regarding 15 Gustafson Court,
25 Novato, CA.

26 **OPEN SESSION**

27 Upon returning to regular session at 9:41 p.m Vice President Fraites stated that during the
28 closed sessions the Board had discussed the issue and provided direction to staff regarding 15
29 Gustafson Court, Novato CA.

1 **ADJOURNMENT**

2 Vice President Fraites adjourned the meeting at 9:42 p.m.

3 Submitted by

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Katie Young
Acting District Secretary

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NORTH MARIN WATER DISTRICT
MONTHLY PROGRESS REPORT FOR July 2012
 August 21, 2012

1.

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

Month	FY12/13	FY11/12	FY10/11	FY09/10	FY08/09	13 vs 12 %
July	389	371	379	360	419	5%

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

Month	FY12/13	FY11/12	FY10/11	FY09/10	FY08/09	13 vs 12 %
July	9.8	9.2	9.9	10.0	11.8	6%

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

Month	FY12/13	FY11/12	FY10/11	FY09/10	FY08/09	13 vs 12 %
July	49	115	109	152	131	-58%

Recycled Water Production - in Million Gallons - FY to Date

Month	FY12/13	FY11/12	FY10/11	FY09/10	FY08/09	13 vs 12 %
July	11.2	11.0	11.9	12.0	13.6	2%

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2. Stafford Lake Data

	July Normal	July 2011	July 2012
Rainfall this month	0.00 Inches	0.00 Inches	0.01 Inches
Rainfall this FY to date	0.00 Inches	0.00 Inches	0.01 Inches
Lake elevation*	188.10 Feet	189.70 Feet	185.92 Feet
Lake storage**	870.00 MG	962.20 MG	751.00 MG

* Spillway elevation is 196.0 feet

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

Temperature (in degrees)

	Minimum	Maximum	Average
July 2011 (Novato)	51	94	68
July 2012 (STP)	51	101	68
July 2012 (Novato)	51	107	73

3. Number of Services

July 31	Novato Water			Recycled Water			West Marin Wtr			Oceana Marin Swr		
	FY13	FY12	Incr %	FY13	FY12	Incr %	FY13	FY12	Incr %	FY13	FY12	Incr %
Total meters installed	20,745	20,739	0.0%	2	3	-33%	820	816	0.5%	-	-	-
Total meters active	20,489	20,466	0.1%	2	3	-33%	777	770	0.9%	-	-	-
Active dwelling units	23,941	23,861	0.3%	0	0	-	811	803	1.0%	227	227	0.0%

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4. Oceana Marin Monthly Status Report (July)

Description	FY 12-13	FY 11-12
Effluent Flow Volume (MG)	0.64	0.72
Irrigation Field Discharge (MG)	0.58	0.61
Treatment Pond Freeboard (ft)	3.4	3.4
Storage Pond Freeboard (ft)	4.7	5.2

5. Developer Projects Status Report (July)

Job No.	Project	% Complete	% This month
2766	7870 Redwood Blvd	2	2
2754	Hamilton Elementary	95	5
2752	Hamilton Nursery	90	50

District Projects Status Report - Const Dept (July)

Job No.	Project	% Complete	% This month
6217.00	Pacheco Tank CI2 Mixing	80	10
6600.79	STP Potable water pipeline rehab	100	10

Employee Hours to Date, FY 12/13

As of Pay Period Ending July 31, 2012
Percent of Fiscal Year Passed = 8%

Developer Projects	Actual	Budget	% YTD Budget	District Projects	Actual	Budget	% YTD Budget
Construction	113	1,800	6	Construction	298	3,815	8
Engineering	49	1,393	4	Engineering	367	3,855	10

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 July 13	0	0	0	0	0	853
FY through July 12	0	0	0	0	0	0

Days without a lost time accident through July 31, 2012 = 200 days

7. Energy Cost

FYE		June			Fiscal Year-to-Date thru June		
		Kwh	¢/Kwh	Cost/Day	Kwh	¢/Kwh	Cost/Day
2012	Stafford TP	11,423	22.5¢	\$92	649,582	15.6¢	\$279
	Pumping	211,046	16.2¢	\$1,318	1,533,850	15.1¢	\$651
	Other*	46,534	21.6¢	\$336	451,390	19.6¢	\$243
		269,003	17.4¢	\$1,737	2,634,822	16.0¢	\$1,150
2011	Stafford TP	90,929	16.7¢	\$475	883,763	15.7¢	\$380
	Pumping	81,913	15.9¢	\$502	1,429,714	14.8¢	\$560
	Other*	42,030	21.7¢	\$295	470,957	19.5¢	\$251
		214,872	17.4¢	\$1,496	2,784,434	15.9¢	\$1,201
2010	Stafford TP	93,600	15.1¢	\$441	773,476	15.9¢	\$335
	Pumping	163,542	15.3¢	\$864	1,317,613	15.1¢	\$543
	Other*	49,419	20.4¢	\$326	477,319	18.8¢	\$247
		306,561	16.1¢	\$1,589	2,568,408	16.0¢	\$1,121

*Other includes West Marin Facilities

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8. Water Conservation Update (July)

	Month of July 2012	Program Total to Date
High Efficiency Toilet (HET) Rebate (\$150 each)	24	2440
Retrofit Certificates Filed	41	4498
Cash for Grass Rebates Paid Out	6	494
Washing Machine Rebates	28	5927
Water Smart Home Survey	37	1292

NORTH MARIN WATER DISTRICT

Summary of Complaints & Service Order July 2012

Prepared: 08/09/12

<u>Type</u>	<u>FYTD 12</u>	<u>FYTD 11</u>
<u>Consumers' System Problems</u>		
Service Line Leaks	25	4
Meter Leak Consumer's Side	0	15
House Plumbing	0	0
Noisy Plumbing	0	0
Seepage or Other	0	0
House Valve / Meter Off	8	6
Nothing Found	17	7
Low Pressure	1	0
High Pressure	1	0
Water Waster Complaints	0	0
Total	52	32
<u>Service Repair Reports</u>		
Register Replacements	0	0
Meter Replacement	0	0
Meter Box Alignment	0	0
Meter Noise	0	0
Dual Service Noise	0	0
Box and Lids	2	0
Water Off/On Due To Repairs	6	4
Misc. Field Investigation	6	2
Total	14	6
<u>Leak Complaints</u>		
Main-Leak	0	0
Mains-Nothing Found	0	0
Mains-Damage	0	0
Service- Leak	18	16
Services-Nothing Found	0	6
Service-Damaged	0	0
Fire Hydrant-Leak	2	1
Fire Hydrants-Nothing Found	0	0
Fire Hydrants-Damaged	0	3
Meter Replacement	0	0
Meters-Leak	0	0
Meters-Nothing Found	0	0
Meters Damaged	0	0
Washer Leaks	16	7
Total	36	33
<u>High Bill Complaints</u>		
Consumer Leaks	15	4
Meter Testing	0	0
Meter Misread	5	1
Nothing Found	53	17
Projected Consumption	0	0
Excessive Irrigation	3	2
Total	76	24

NORTH MARIN WATER DISTRICT

Summary of Complaints & Service Order July 2012

Prepared: 08/09/12

Type	FYTD 12	FYTD 11	
<u>Low Bill Reports</u>			
Meter Misread	0	0	
Stuck Meter	0	0	
Nothing Found	0	0	
Projected Consumption	0	0	
Minimum Charge Only	0	0	
Total	0	0	
<u>Water Quality Complaints</u>			
Taste and Odor	5	3	
Color	1	0	
Turbidity	0	0	
Suspended Solids	1	0	
Other	2	3	
Total	9	6	
TOTAL FOR YEAR:	187	101	85%
<u>Fiscal YTD Summary</u>			
Consumer's System Problems	52	32	63%
Service Repair Report	14	6	133%
Leak Complaints	36	33	9%
High Bill Complaints	76	24	217%
Low Bills	0	0	~
Water Quality Complaints	9	6	50%
Total	187	101	85%
			<u>Change Primarily Due To</u>
			Increase In Consumer Line Leaks
			Increase In Field Investigation
			Increase In Washer Leaks
			Increase In "Nothing Found"
			Increase In Taste & Odor

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6

MEMORANDUM

To: Board of Directors

August 17, 2012

From: Chris DeGabriele, General Manager *CD*

Subject: Request for Consulting Services - Gallagher Well and Pipeline Project Hydrologic Design Plan

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RECOMMENDED ACTION: Authorize Staff to Solicit Request for Consulting Services - Gallagher Well and Pipeline Project Hydrologic Design Plan

FINANCIAL IMPACT: None at this time

The Mitigated Negative Declaration for the Gallagher Well and Pipeline Project requires the District to develop a final hydrologic design plan to be reviewed and approved by the California Department of Fish and Game (DFG) identifying how NMWD will maintain flow levels downstream of the Gallagher Wells. The District proposes to solicit proposals from Todd Engineers, PES Environmental, Pacific Geoscience and Michael Malone Consulting Geologist for assistance to prepare the hydrologic design plan and outreach with DFG. A copy of the request for consulting services is attached.

While we don't know the cost of such plan development, we expect to maintain the effort within this year's budget at \$30,000. The budgeted amount was to install an auxiliary stream gage at Gallagher. Staff has confirmed that with US Geological Survey (USGS) this can be done at a cost of ~\$9,000; however, installation will likely be delayed until next fiscal year so that the hydrologic design plan can be completed first and the exact location of the gage can be coordinated with the DFG. Cost to install the gage by USGS will be \$9,000. Should it be necessary that the gage be permanently installed, an additional \$10,000 would be required.

RECOMMENDATION:

Board authorize staff to solicit request for consulting services for Gallagher Well and Pipeline Project Hydrologic Design Plan.

Approved by GM *CD*

Date 8/17/2012

DRAFT

August 13, 2012

Iris Priestaf, President
Todd Engineers
2490 Mariner Square Loop Suite 215
Alameda, CA 94501-1080

Re: Request for Consulting Services- Gallagher Well and Pipeline Project Hydrologic Design Plan

Dear Ms. Priestaf:

North Marin Water District (NMWD) is requesting proposals for the preparation of a final hydrologic design plan describing how and where Lagunitas Creek stream flows will be monitored and how NMWD will maintain flow levels downstream of the Gallagher Wells site. NMWD has prepared a Mitigated Negative Declaration for the Gallagher Wells and Pipeline Project (attached) which identifies the needed plan as Mitigation Measure BR-2 (page 4). Maps and water quality data for the existing Gallagher Well is also included.

Project Description:

NMWD proposes to utilize its existing Gallagher Well to address salinity intrusion at the existing Coast Guard Wells Site near the NMWD Point Reyes Water Treatment Plant (PRWTP). The Gallagher Wells site is approximately two miles upstream from the PRWTP, away from tidal influence and future sea level rise. Water from the existing Gallagher Well and proposed additional well(s) will be piped to the existing Downey Well site where it will connect to the existing 6" pipeline that connects the Downey Well to the NMWD PRWTP. The pipeline route will follow the Pt. Reyes/Petaluma Road and would be physically located within the pavement or shoulder

of that road. NMWD proposes to abandon the existing Downey Well that lies within the Lagunitas Creek stream channel.

NMWD also proposes to amend its Water Right License 4324B and Permit 19725 to add the Gallagher Wells as a point of diversion. NMWD has petitioned the State Water Resource Control Board (SWRCB) to change the approved points of diversion from the Giacomini Ranch, Coast Guard Wells and Downey Well to the Coast Guard Wells, Downey Well and the Gallagher Wells.

As allowed under California Water Code Section 1707, NMWD also proposes to dedicate the water that it can now divert under its Water Right Permit 19724 to permanent instream uses. NMWD has petitioned the SWRCB to change the place of use and purpose of use for the full amount under Water Right Permit 19724 from municipal uses in the NMWD West Marin Service Area for the purpose of preserving and enhancing wetland habitat and fish and wildlife resources and Lagunitas Creek pursuant to Water Code Section 1707. The new place of use is defined as instream flows for the protection, preservation, restoration, and recovery of aquatic organisms, including but not limited to, coho salmon and steelhead trout pursuant to recovery planning measures developed under the Memorandum of Understanding among National Marine Fisheries Service, California Department of Fish and Game (DFG), Army Corps of Engineers, FishNet 4c, Counties of Mendocino, Sonoma, Marin, San Mateo, Santa Cruz and Monterey and the County of Humboldt as executed on May 16, 2002.

An existing USGS stream gage station on Lagunitas Creek is located between Pt. Reyes/Petaluma Road and Lagunitas Creek immediately north of the Gallagher Ranch driveway. In order to gage the stream flow downstream of the area where the existing and new Gallagher Wells are located, NMWD is working with USGS to install an auxiliary stream gage just south of the existing Gallagher Well. The station would be operated until a study determines that a reasonable relationship between the two

stations is established. The studies shall also determine whether the new station would be influenced by sea-level changes. If there are no long term issues with the respect to the new cross section or potential backwater effects, then the existing station will be relocated to this new downstream site.

Scope of Work:

The Mitigated Negative Declaration for the project requires NMWD to prepare a final hydrologic design plan to be reviewed and approved by the DFG, including:

- The location and operation of the auxiliary USGS stream gaging station
- The analysis needed to finalize the relocation of the existing gauging station, if necessary
- Final arrangements with Marin Municipal Water District regarding water releases when necessary
- Details of how the water release will be initiated and terminated
- Predication process for initiating and terminating water releases.

The consultant selected will be required to establish performance criteria with DFG, identify the appropriate aquifer test to confirm performance and meet other requirements established through consultation with NMWD and DFG.

Your proposal should include: 1) personnel qualifications and experience, (especially in dealing with the DFG staff in the Bay Delta Region, main office in Napa, California); 2) your project approach; 3) a prospective schedule (including acquisition of any necessary permits to perform physical field investigations); 4) your standard rate schedule and costs for performing the work on a time and materials basis with a not-to-exceed cap.

Should you have any questions in regards to this request, please contact me.

Sincerely,

Chris DeGabriele
General Manager

Enclosure: Mitigated Negative Declaration
Maps - Gallagher Test Well Site Plan
Gallagher Test Well
West Marin Wells - comparison of Physical characteristics
Gallagher Well Development
August 18 1995 letter to DHS w/enclosed water quality data

CD/kly

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7

MEMORANDUM

To: Board of Directors

August 17, 2012

From: Ryan Grisso, Water Conservation Coordinator *RG*

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

\\nmwdsrv1\water conservation\Memos to Board\2012 Water Conservation Reimbursement Agreement with SCWA.docx

RECOMMENDED ACTION: Board approve and authorize the General Manager to execute the Reimbursement Agreement for the North Marin Water District Water Conservation Program, with Sonoma County Water Agency, and to execute any future amendments not to exceed \$25,000 in additional funding.

FINANCIAL IMPACT: \$80,000 (Included in FY2012/13 and FY 2013/14 Budgets)

Sonoma County Water Agency (Agency) was awarded a Prop 84 Grant to implement water conservation programs in the amount of \$765,000, with \$183,750 of this amount identified for North Marin Water District (District) programs. Attached is an Agreement between Agency and District authorizing Prop 84 Grant reimbursement funding for eligible District administered programs, and authorizing District reimbursement to Agency, for select water conservation programs administered for the District by the Agency (Attachment 1). Programs identified in the Prop 84 Grant Funding include Cash for Grass (identified in the Prop 84 Grant as Water Efficient Landscape Rebate Program), Weather Based Irrigation Controller Rebate Program, High Efficiency Toilet Rebate Program and High Efficiency Washer Rebate Program. In June, the Board approved rebate amounts equal or greater than the minimum requirements of the Prop 84 Grant Funding for each program. District programs appropriate for Agency assistance could include, but are not limited to, the Water Smart Home Survey Program (Residential Audits), Large Landscape and Commercial Audit Program, and general water conservation assistance to District staff. This agreement will be administered very similarly to the reimbursement agreements previously executed with the Agency from 2004 through 2008.

The Prop 84 Grant Funding rebate programs identified for reimbursement back to the District are currently included in the FY13 and FY14 Water Conservation Budgets. Total District expenditures for each fiscal year will be offset by the Prop 84 Grant Funding reimbursement from the Agency. The \$80,000 identified for reimbursement to the Agency for program assistance will be funded from the FY13 and FY 14 Water Conservation Budgets.

RECOMMENDATION

Board approve and authorize the General Manager to execute the Reimbursement

Agreement for the North Marin Water District Water Conservation Program, with Sonoma County Water Agency, and to execute any future amendments not to exceed \$25,000 in additional funding for Agency assistance.

"Working Today for Water Tomorrow"

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

**DRAFT Reimbursement Agreement for the
North Marin Water District Water Conservation Program**

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

RECITALS

- A. NMWD and Water Agency share the goal of promoting increased water use efficiency in order to reduce operating costs, avoid or defer capital improvement costs associated with expansion of water supply and wastewater disposal systems, minimize associated environmental impacts, and meet the criteria and standards of state and federal regulatory agencies.
- B. The Restructured Agreement for Water Supply ("Restructured Agreement") authorizes Water Agency to implement and fund water conservation measures that are cost-effective and will reduce water demands on Water Agency's water transmission system.
- C. NMWD and Water Agency are signatories to the Memorandum of Understanding Regarding Urban Water Conservation in California (MOU) as governed by the California Urban Water Conservation Council (CUWCC).
- D. The MOU identifies water conservation Best Management Practices ("BMPs") that achieve long-term reductions in per-capita water demand to improve supply reliability, reduce the impact of short-term water shortage conditions, and provide a more accurate basis for future water management planning efforts.
- E. NMWD and Water Agency are members of the Sonoma-Marín Saving Water Partnership whose intent is to provide regional solutions for water-use efficiency.
- F. On August 16, 2011, the Department of Water Resources approved a grant application by the Bay Area Clean Water Agencies for implementing a regional Water Conservation Program.
- G. The Water Agency is a participating agency in the Bay Area Proposition 84 Integrated Regional Water Management Grant Memorandum of Understanding (Prop 84 MOU).
- H. Under the Prop 84 MOU Water Agency was awarded \$765,000 funding ("Grant") to implement water conservation programs. Water Agency will distribute Grant funding for water conservation programs to four water districts and 2 sanitation service areas: North Marin Water District, City of Sonoma Water District, Valley of the Moon Water District, and City of Petaluma Water District, Sonoma Valley County Sanitation District and Penngrove Sanitation District.
- I. Water Agency and NMWD have cooperated to develop, implement, and fund a water conservation program and NMWD desires Water Agency's continued assistance in developing and

implementing NMWD's water conservation measures as described in Exhibit A, which is an integral part of this Agreement.

- J. Water Agency and NMWD do mutually desire to cooperate in the implementation of NMWD's water conservation program.

AGREEMENT

NMWD and Water Agency agree as follows:

1. RECITALS

- A. The above recitals are true and correct.

2. List of Exhibits

- A. The following exhibits are attached hereto and incorporated herein:

- 1) Exhibit A: Water Conservation Program Summary
- 2) Exhibit B: Sample Grant Reporting Form (Allocation Reporting Period Cost Sheet)

DEFINITIONS

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

- 1) Measures: Components of the Program as identified in Exhibit A.
- 2) Participants: NMWD water customers who apply and are approved by NMWD to participate in individual Measures as described in Exhibit A.
- 3) Program: Collectively, the water conservation Measures described in Exhibit A and related activities Water Agency has agreed to perform that may be reimbursed by NMWD under this Agreement.
- 4) Grant-Funded Measures: Water conservation Measures described in Exhibit A that are funded by Prop 84 grant.
- 5) Water Agency Assistance: Water conservation Measures described in Exhibit A that may be implemented for NMWD by Water Agency.

3. COORDINATION

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

Water Agency	NMWD
Water Agency Representative: Carrie Pollard, Principal Program Specialist, or assigned personnel	NMWD Representative: Ryan Grisso or assigned personnel
Sonoma County Water Agency	PO Box 146
404 Aviation Blvd.	Novato, CA 94948-0146
Santa Rosa, CA 95403-9019	Phone: 415-897-4133, Ext. 8421
Phone: 707-547-1968	Fax: 415-892-8043
Email: carriep@scwa.ca.gov	Email: ryan@nmwd.com

4. NMWD'S RESPONSIBILITIES

Administer Program as follows:

- A. Direction: Provide Water Agency Representative with written direction during Program, including implementation of Water Agency Assistance Programs described in Exhibit A.
- B. Meeting Facilities: Provide meeting facilities as necessary.
- C. Marketing Data: Provide Water Agency Representative with access to water customer billing data to be used for marketing various water conservation Measures.
- D. Applicant Review: Review the Water Agency-submitted list of applicants requesting Program rebates/incentives to approve if applicant as a qualified Participant to receive a rebate/incentive.
- E. Quarterly Reports: Complete the Grant Reporting Form (Exhibit B): for program activities based on the below schedule for the entire two years.

Reporting Period	Quarter	Date Progress Due
June 1 to August 31, 2012	QA 6, Invoice 2	October 15, 2012
September 1 to November 30, 2012	QA 7, Invoice 3	January 15, 2013
December 1, 2012 to February 28, 2013	QA 8, Invoice 4	March 15, 2013
March 1 to May 31, 2013	QA 9, Invoice 5	July 15, 2013
June 1 to August 31, 2013	QA 10, Invoice 6	October 15, 2013
September 1 to November 30, 2013	QA 10, Invoice 7	January 15, 2014
December 1, 2013 to completion of last project	QA 11, Invoice 8	March 17, 2014

- F. Matching Funds: District shall ensure that a minimum of \$61,250 in matching funds are available for program implementation as required by the Grant. Matching funds will be reported by District on Grant Reporting Form.
- G. Record Keeping: Maintain complete and accurate records of all transactions in compliance with generally accepted accounting principles for enterprise accounting as promulgated by the American Institute of Certified Public Accountants and the Governmental Accounting Standards Board. Such records shall be available to Water Agency at all reasonable times for inspection and analysis.
- H. Payment: Make payment to Water Agency as specified in Paragraph 6 (Funding and Payments).

5. WATER AGENCY'S RESPONSIBILITIES

- A. Prop 84 MOU: Water Agency will be a participating agency under the Prop 84 MOU.
- B. Coordination: Coordinate, document, and report on the Measures that Water Agency performs, including management, administration, budget, and follow-up of Measures described in Exhibit A and provide staff to respond to incoming conservation calls from NMWD customers, as needed.
- C. Collateral Materials: Design and produce Program brochures and applications, as applicable and approved by NMWD.
- D. Water Agency Assistance: Administer Program Measures determined by the NMWD as described in Exhibit A.

- E. Quarterly Reports: Prepare quarterly reports summarizing status of Measures completed by Water Agency and submit the report to NMWD and to Water Agency's General Manager.
- F. CUWCC Online Reporting: Annually enter BMP data on CUWCC online forms for Water Agency-run Measures.
- G. Record Keeping: Water Agency will maintain complete and accurate records of all Water Agency costs and transactions associated with performance of Water Agency's responsibilities under this Agreement in compliance with generally accepted accounting principles for enterprise accounting as promulgated by the American Institute of Certified Public Accountants and the Governmental Accounting Standards Board. Such records will be available to NMWD at all reasonable times for inspection and analysis.

6. FUNDING AND PAYMENTS

A. Grant Funding:

- 1) Water Agency will submit invoices and receive funds for Grant Funded Measures under the Prop 84 MOU based on activities reported by NMWD per Section 4 (NMWD'S Responsibilities).
- 2) NMWD may receive a maximum of \$183,750 for Grant Funded Measures from the Prop 84 MOU for activities per Exhibit A. Actual payments to NMWD will be based on the measures actually implemented by NMWD.

B. Grant Distribution: NMWD shall report Program activities quarterly on Grant Reporting Form (Exhibit B) to the Water Agency. The Water Agency will distribute payments to NMWD based upon the Prop. 84 grant guidelines for NMWD's activities upon receipt of funding under Prop 84 MOU.

C. Agency Run Measures:

- 1) NMWD Payment to Water Agency for Water Agency Assistance shall not exceed \$80,000.
- 2) Reimbursement amount shall be determined based on current weighted labor rates, including overhead, for Water Agency representative listed in Paragraph 3.A and assigned support staff, plus actual costs of applicable material.
- 3) Invoices: Water Agency shall invoice NMWD quarterly for reimbursement of expenses incurred by Water Agency for Program. Invoices submitted to NMWD by Water Agency shall include a complete cost accounting by Measure and be clearly marked with Water Agency's invoice number and "Reimbursement Agreement for the North Marin Water District Water Conservation Program Funded, TW 11/12-72." Upon receipt, review, and approval of invoice and Quarterly Status Report, NMWD will pay Water Agency for Program costs as authorized herein and itemized in said invoice(s).

7. ADDITIONAL REQUIREMENTS

- A. Authority to Amend Agreement: Changes to the Agreement may be authorized only by written amendment to this Agreement, signed by both parties. Notwithstanding this authority, neither Water Agency nor NMWD is under any obligation to approve such amendments.
- B. No Waiver of Breach: The waiver by Water Agency of any breach of any term or promise contained in this Agreement shall not be deemed to be a waiver of such term or promise or

any subsequent breach of the same or any other term or promise contained in this Agreement.

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

8. MUTUAL INDEMNIFICATION

- A. Each party shall defend, indemnify, hold harmless, and release the other, its officers, agents, and employees, from and against any and all actions, claims, damages, liabilities, or expenses that may be asserted by any person or entity, including the parties, arising out of or in connection with the negligent performance or willful misconduct of the indemnifying party arising out of or in connection with this Agreement; provided, however, that a party shall not be entitled to indemnification under this section for any actions, claims, damages, liabilities, or expenses arising out of that party's gross negligence or willful misconduct. This indemnification obligation is not limited in any way by any limitation on the amount or type of damages or compensation payable to or for NMWD or its agents under workers' compensation acts, disability benefits acts, or other employee benefit acts.

9. TERM OF AGREEMENT

- A. This Agreement shall remain in effect until depletion of available funds as specified in the Agreement, unless terminated earlier in accordance with the terms herein.

10. TERMINATION OF AGREEMENT

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

/

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Draft

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

Reviewed as to substance:

Water Agency's General Manager

Reviewed as to funds:

Water Agency's Division Manager
Administrative Services

Reviewed as to form:

County Counsel

North Marin Water District

By: _____

(Please print name here)

Title: _____

Date: _____

Sonoma County Water Agency

By: _____

Chair, Board of Directors

Date: _____

Attest:

Clerk of the Board of Directors

DRAFT

EXHIBIT A

Water Conservation Program Summary

Grant-Funded Measures

Water Efficiency Landscape Rebate Program:

NMWD will implement a turf replacement program that offers a minimum rebate of \$0.50/sqft removed. Grant will fund \$0.38/sq ft removed. Approximately \$56,250 will be available from grant funds for this Program.

Weather Based Irrigation Controller Rebate:

NMWD will implement a program to replace standard irrigation controllers with weather based irrigation controllers for residential and commercial customers. The residential program will offer a minimum rebate of \$20.00/active station of which the grant will fund \$15.00/active station. The commercial/multi family program will offer a minimum rebate of \$30.00/active station of which the grant will fund \$22.50/active station. Approximately \$22,500 will be available from grant funds for the commercial/multi family program and approximately \$7,500 will be available from grant funds for the residential program.

High Efficiency Toilet (HET) Rebate Program:

NMWD will implement a HET rebate program for all water users. The minimum rebate amount offered shall be \$100/fixture of which the grant will fund \$75.00/fixture. Approximately \$56,250 will be available from grant funds for this Program.

High Efficiency Toilet and Urinal Direct Installation Program:

Water Agency will implement the Direct Install Program on behalf of NMWD. The approximate cost for the Direct Installation Program is \$450/porcelain fixture /installation of which the grant will fund \$225.00/ installation. The grant funding will remain with the Water Agency. Approximately \$22,500 will be available from grant funds for this Program.

High Efficiency Washer Rebate Program:

NMWD will implement a clothes washer rebate program. The minimum rebate amount offered shall be \$50/clothes washer of which the grant will fund \$37.50/clothes washer. Approximately \$18,750 will be available from grant funds for this Program.

Water Agency Assistance

Water Agency will assist NMWD with program management including but not limited to eligibility verification, processing rebates, tracking participation, developing marketing/outreach materials, and scheduling program related appointments. Programs may include but are not limited to: HET Rebates and/or Direct Install Program, Landscape Equipment Rebates, Cash for Grass Turf Rebates, Weather Based Irrigation Controller Rebates, High-Efficiency Clothes Washer Rebates, and Water Smart Home Survey Program.

Exhibit B
Sample Grant Reporting Form

Grant Reporting Form

Report Period:


Project Title	SCWA Allocation	DWR Grant Funding (\$/unit)	NMWWD Grant Allocation		NMWWD Participation		Petaluma Grant Allocation	
			Funding	Units	Funding	Units	Funding	Units
WEL Rebate	500,000	\$0.38	\$ 56,250	150,000	\$ -	-	\$ 75,000	200,000
WBIC (SF)	2,000	\$15.00	\$ 7,500	500	\$ -	-	\$ 15,000	1,000
WBIC (MF/CII)	6,250	\$22.50	\$ 22,500	1,000	\$ -	-	\$ 112,500	5,000
WBIC			\$ -		\$ -		\$ 127,500	
HET and HEU Rebate	1,800	\$75.00	\$ 56,250	750	\$ -	-	\$ 52,500	700
HET and HEU Direct Install	1,000	\$225.00	\$ 22,500	100	\$ -	-	\$ 56,250	250
HEU Rebate	1,250	\$37.50	\$ 18,750	500	\$ -	-	\$ 18,750	500
TOTAL	\$ 765,000		\$183,750		\$ -		\$ 457,500	

Petaluma Participation		Sonoma Grant Allocation		Sonoma Participation		VOMWD Grant Allocation		VOMWD Participation	
Funding	Units	Funding	Units	Funding	Units	Funding	Units	Funding	Units
\$ -	-	\$ 30,000	80,000	\$ -	-	\$ 26,250	70,000	\$ -	-
-	-	\$ 3,750	250	-	-	\$ 3,750	250	-	-
-	-	\$ 4,500	200	-	-	\$ 1,125	50	-	-
\$ -	-	\$ 8,250	-	\$ -	-	\$ 4,875	-	\$ -	-
\$ -	-	\$ 1,125	15	\$ -	-	\$ 1,125	15	\$ -	-
\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-
\$ -	-	\$ 3,750	100	\$ -	-	\$ -	-	\$ -	-
\$ -		\$ 51,375		\$ -		\$ 37,125		\$ -	

SVCSD Grant Allocation		SVCSD Participation		PSD Grant Allocation		PSD Participation	
Funding	Units	Funding	Units	Funding	Units	Funding	Units
\$ 16,500	220	\$ -	-	\$7,500	100	\$ -	-
\$ 90,000	400	\$ -	-	\$56,250	250	\$ -	-
\$ 106,500		\$ -		\$69,375		\$ -	

8

MEMORANDUM

To: Board of Directors
From: Drew McIntyre, Chief Engineer 
Re: Contract Amendment for Nute Engineering

August 17, 2012

R:\NON JOB No ISSUES\Consultants\NUTE\FY12-13\Nute contract amendment BOD memo 8-12.doc

RECOMMENDATION: That the Board authorize the General Manager to execute an amendment to Nute Engineering's General Services Agreement

FINANCIAL IMPACT: \$10,000 (included in FY 13 CIP)

Background

At the January 18, 2011 meeting, the Board authorized a General Services Agreement between the District and Nute Engineering (Nute) for consulting engineering services.

A cost breakdown for the \$20,000 FY11-12 contract by task is summarized as follows:

Starting Contract Amount	\$20,000
Projects (billings to date)	
Oceana Marin Sewer Lining Evaluation	<\$9,006>
Oceana Marin Sewer Lining Detailed Design	<\$10,980>
Remaining Balance on Contract	\$14

Expenditures

FY11-12 Nute expenditures to total \$19,986 leaving a balance of \$14 on the contract. As reported to the Board at the August 7th meeting, continued design engineering services by Nute during construction of the Oceana Marin Sewer Lining project (estimated not to exceed \$10,000) make a contract amendment necessary.

RECOMMENDATION

That the Board authorize the General Manager to execute an amendment to Nute Engineering's General Consulting Services Agreement in the amount of \$10,000 .

9

MEMORANDUM

To: Board of Directors
From: Pablo Ramudo, Water Quality Supervisor *PR*
Subject: Fourth Quarter FY 11/12 – Water Quality Report
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August 17, 2012

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 fourth quarter of fiscal year 2011-2012.

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

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

NOVATO SYSTEM

Source Water: Stafford Lake

Stafford Lake water was not used as a source of drinking water during the 4th quarter of FY 2012. Water quality was monitored on a weekly basis throughout the quarter for chemical and mineral components as well as microbiological activity.

Algae from the raw water intake were identified and enumerated. High numbers of algae were observed throughout the quarter and species diversity was very high. Seventeen species were observed in appreciable numbers. 10 dominant species had significant blooms. These were comprised of 3 genera of blue-greens in very high numbers, three genera of diatoms and four genera of green algae.

Treatment Performance: Stafford Treatment Plant

Stafford treatment plant did not produce drinking water during this quarter.

Distribution System: Novato

There were no coliform positive samples this quarter. Chlorine residual concentrations throughout our distribution system were adequate. Disinfection byproducts were low to moderate for the quarter and within standards of the Stage 2 Disinfection By-Product Rule.

POINT REYES SYSTEM

Source Water: Coast Guard Wells

Raw water quality was good throughout the quarter. Water quality parameters affected by salt water intrusion fell slightly throughout the quarter. The sodium concentration ranged from 19 to 43 mg/L, chloride ranged from 19 to 28 mg/L, bromide ranged from 0.074 to 0.11 mg/L and hardness ranged from 69 to 76mg/L

The recent decrease in capacity from the Coast Guard wells and reliance on well #2 for water supply has not translated to any obvious affects to water quality. It does make us more vulnerable to salinity intrusion as we have lost the ability to conduct our tide avoidance pumping procedure.

Treatment Performance: Point Reyes Treatment Plant

Treatment was optimal throughout the quarter and finished water quality was good. Iron and Manganese removal was excellent; neither of the metals was detected in the treated water.

Distribution System: Point Reyes and West Marin

There were no coliform positive samples from the distribution system during this quarter. Chlorine residuals were adequate.

Average disinfection byproducts were at a two year low during the quarter. This was due to two factors: First, lower levels of bromide in raw water decrease the formation potential of certain types of trihalomethanes. Second, the aeration systems installed in Inverness Park Tanks and Paradise Ranch Estates Tank #2 reduced THMs at the PRE #4 sample station to their lowest levels in 4 years.

NOVATO RECYCLED WATER

The Deer Island Recycled Water Facility began operation for the season on April 29th. Despite some operational problems from low quality influent, treatment has been good. Most samples have had no coliform bacteria.



**NORTH MARIN
WATER DISTRICT**

North Marin Water District- 4th Quarter FY2011/2012

Bacteriological Quality Monitoring

Novato: 242 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 *	333	NA**	334
TDS	mg/L	500 *	185	NA**	184
Hardness	mg/L	-	127	NA**	70.5
Alkalinity	mg/L	-	143	NA**	122
Calcium	mg/L	-	26.2	NA**	14.1
Magnesium	mg/L	-	14.7	NA**	11.0
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	-	21	NA**	41
Chloride	mg/L	250 *	7.31	NA**	21.0
Sulfate	mg/L	250 *	15.1	NA**	8.63
Fluoride	mg/L	2.0 (1.4-2.4)	0.103	NA**	0.101
Nitrite as N	mg/L	1.0	ND	NA**	ND
Nitrate as N	mg/L	10	0.279	NA**	0.089
pH	pH units	8.5 *	8.72	NA**	7.42
Turbidity	NTU	5	0.09	NA**	0.09
Color	PCU	15	<2.5	NA**	<2.5
Free Chlorine	mg/L	4.0	0.80	NA**	0.83
Total Chlorine	mg/L	4.0	0.89	NA**	0.91
Temperature	° C	-	17.4	NA**	14.8
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

August 17, 2012

From: Ryan Grisso, Water Conservation Coordinator *RG*

Subject: Water Conservation Year End Report (July 2011 through June 2012)

\\nmwdsrv1\water conservation\Memos to Board\Quarterly Reports\Year End Report 11_12\Water Conservation FY 2011_2012 Year End Report.doc

RECOMMENDED ACTION: Information

FINANCIAL IMPACT: None

Water Conservation and Public Outreach Summary

This memo provides an update on all water conservation and public outreach activities implemented during Fiscal Year 2011/2012 (FY 12).

The District Water Conservation and Public Outreach Programs are operating according to the Water Conservation Master Plan, approved in June 2008. Water Conservation participation numbers through the end of the current and previous two fiscal years are summarized in Table 1 below.

Table 1: Year End Water Conservation Program Participation (July through June: 2010 - 2012)

Program	FY 12	FY 11	FY 10
Water Smart Home Surveys	283	345	330
Water Smart Commercial Surveys	5	20	39
High Efficiency Toilet Rebates (Residential)	230	568	541
High Efficiency Toilet Rebates (Commercial)	5	64	13
Retrofit on Resale (Dwellings Certified)	274	280	322
High Efficiency Washing Machine Rebates	312	468	476
Cash for Grass Rebates	39 ⁽¹⁾	50	99
Water Smart Landscape Rebates	8	15	23
Water Smart Irrigation Controller Rebates (Residential)	2	0	5
Water Smart Irrigation Controller Replacement (Commercial)	1	1	20
New Development Approvals (Residential)	16 ⁽²⁾	19	85
New Development Approvals (Commercial)	16	22	24
Large Landscape Audits (measured by number of accounts)	0 ⁽³⁾	6	19
Large Landscape Budgets (measured by number of accounts)	435	433	433

(1) Cash for Grass participants removed 27,935 square feet of turf versus 42,654 last FY.

(2) Includes 127 units inspected and approved at an assisted living facility.

(3) Large landscape conservation audit efforts focused solely on recycled water onsite retrofit conversions in FY 12.

Water Conservation Programs

Water Smart Home Survey (WSHS) Program: This program is the cornerstone of the Residential Water Conservation Program and provides the customer with an in-depth analysis of both their indoor and outdoor water use. The WSHS provides the customer with water use analysis and water efficient recommendations to implement, but also provides staff with an opportunity to present available and applicable incentive programs to which the participating customer may be eligible (i.e. Cash for Grass and Smart Controller Rebate Program). WSHS participation has decreased slightly with 283 WSHS completed during FY 12, compared to 345 in the previous year. This decrease is related to temporary staff transition during the FY resulting in a reduction in marketing of the WSHS during that period.

Water Conservation Fixture Distribution: The District continues to distribute water conserving fixtures at the front counter of the District Administration Building, on service calls and WSHS, and at various public outreach events (including Novato Farmer's Market). Fixtures include 1.75 to 2.0 gallon per minute (GPM) showerheads, 1.0 and 0.5 GPM sink aerators, hose nozzles (when available) and other related items. We also offer commercial establishments installation of 0.5 GPM sink aerators on all hand-washing sinks when conducting a Water Smart Commercial Survey.

High Efficiency Toilet (HET) Replacement Program: The District provided \$75 rebates for residential customers and \$100 for commercial customers, for purchase and installation of qualified HETs during the last fiscal year. During FY 12, the District rebated 230 residential HETs and 5 commercial HETs, both a significant reduction in participation from previous fiscal years. Customer demand has likely tapered off due to the economy and reduced rebate value, though maintaining the rebate has had the desired effect on market transformation. Currently, Pini Hardware displays almost all qualified HET models instead of standard (1.6 gallons per flush) models and other retailers are also converting a majority of their display models, and toilets offered for sale, to qualifying HETs. The Prop 84 Grant Funding and subsequent increase in rebate level to \$100 for residential, should result in increased participation numbers for FY 13.

Retrofit on Resale: The District currently requires ultra low flush toilets (1.6 gallons per flush), showerheads (2.0 gallons per minute) and bathroom sink aerators (1.5 gallons per minute) to be certified by the seller before the close of escrow of any property sold in the District service area. High Efficiency Toilet (HET @1.28 gallons per flush) rebates are available to customers to help ease any potential financial hardships from the requirement. In FY 12, the District received certificates for 274 dwellings sold in Novato. This is consistent with last FY, how-

ever, still a significant reduction from prior FYs, likely directly correlated to the poor real estate market and economy.

High Efficiency Clothes Washer Rebate Program: The District currently offers rebates for qualified high efficiency clothes washing machines through the Sonoma-Marín High Efficiency Clothes Washer Program, with rebates paid directly by the District. In FY 12, the District rebated 312 clothes washing machines, which is a lower participation level than in previous fiscal years. This could indicate that the rebate level reduction down to \$50 could possibly not be enough incentive for customers to purchase the more water efficient machine.

Cash for Grass Rebate Program: The District rebated 39 Cash for Grass projects, removing a total of 27,935 square feet of automatically irrigated turf in FY 12. Cash for Grass program participation levels have fluctuated over the past few years, with a peak in FY 10, however, FY 12 participation numbers are a little lower than historical participation levels. This rebate reduction effective 7/1/11 (from \$1.00 per sq. ft. down to \$0.50 per sq. ft.) along with general economic factors has likely caused these lower participation numbers. Staff will continue to monitor participation levels and propose program adjustments if necessary.

Water Smart Landscape Rebate Program: The District rebates customers for improving landscape water use efficiency. Rebates are provided for drip irrigation installations, multi-stream/low volume sprinkler retrofits, mulch, rain sensors and other efficient retrofits. In FY 12, the District rebated 8 projects.

Water Smart Irrigation Controller Rebate Program: Rebates are available for purchase, installation and activation of District approved Smart Irrigation Controllers (Smart Controllers) at a minimum level of \$200, or \$25 per active station, up to \$1,000. This rebate also extends to large landscape customers on a per meter basis. In FY 12 the District rebated only 2 qualified controllers for residential customers and 1 qualified controller for a commercial customer. To date, this program has been a very tough sell to customers, however, new Prop 84 Grant Funding rebate levels, effective 7/1/12, should help increase participation numbers for FY 13.

Large Landscape Water Conservation Program: The Large Landscape Water Conservation Program consists of the Large Landscape Audit Program, the Large Landscape Budget Program, Water Smart Controller Rebate Program (previously covered in the Water Smart Irrigation Controller Rebate Program section) and the Large Landscape Water Smart Landscape Efficiency Rebate Program. All programs are aimed at assisting large landscape accounts (dedicated irrigation and large mixed use metered) to become more water use efficient in their landscape water management practices. In FY 12, the District did not audit any large landscape

accounts. Staff focused most large landscape conservation efforts on facilitating recycled water onsite retrofit conversions of sites identified to receive recycled water. The District maintained water budgets for 435 dedicated irrigation meter accounts during FY 12.

Commercial Water Conservation Program: The Commercial Water Conservation Program currently offers the HET Rebate Program (previously covered in the High Efficiency Toilet Replacement Program), Water Smart Commercial Survey (WSCS), and a High Efficiency Clothes Washing Machine Rebate. In FY 12, staff completed 5 WSCS and rebated 5 HETs.

Water Management Technology Education Center (WaMTEC): The District is currently involved in the development of WaMTEC in cooperation with College of Marin and Marin Municipal Water District, with a goal to research, develop and demonstrate new water management practices and technologies, and educate industry leaders and the workforce in state of the art landscape water management. The District's initial involvement in WaMTEC has been to help establish a California Irrigation Management Information System (CIMIS) station located at the Indian Valley Campus. The station was installed in 2010. The station provides a valuable tool for the students of WaMTEC learning about the weather factors involved in landscape water management. This CIMIS station has been useful for the District's Large Landscape Water Budget Program by providing representative weather data for the typically warmer western portion of the District's Novato service area.

New Development Requirements: The District New Development Requirements specify innovative and "state of the art" water efficiency measures consistent with the Water Conservation Master Plan 2008 and AB 1881, for all new construction in both service areas. These requirements are enforced through water service agreements and the District's signature requirement for all final permits with the City of Novato Building Department and Marin County Planning. In FY 12, staff inspected and approved 16 residential projects, including 127 units at an assisted living facility, and 16 commercial projects.

Public Outreach and Conservation Marketing

The Fall 2011 "*Water Line*" issue was sent in mid November. This issue focused on water supply and the various District water use efficiency program offerings.

A Spring 2012 "*Water Line*" issue was mailed out in May. This year, the water use graph was removed and the letter was scaled down to a one page, two sided mailer, similar to Spring 2011. The focus of the letter was connecting current and future water supply with District projects and funding commitments to ensure adequate supply and the rates associated with those commitments. The Water Smart Home Survey Program was advertised along with the

Water Smart Savings Program offerings (Cash for Grass, Water Smart Landscape Rebate, High Efficiency Toilet Rebate, and High Efficiency Clothes Washer Rebate). Again this year, the District Water Quality Report was also included in the mailer packet with the “*Water Line*”.

In addition to the Direct Mailer and “*Water Line*” newsletters, the District placed newspaper advertisements, and staffed outreach events, such as the Novato Farmer’s Market, Bay Friendly Garden Tour, Hamilton Hometown Festival, and Tour of Novato. The District is also actively maintaining a District Facebook page and has created a YouTube video page which now showcases the “About NMWD” video.

Water Conservation Budget and Staffing

Table 2 summarizes and compares the year end budget expenditures between the last three fiscal years (FY 10, FY 11 and FY 12). FY 12 expenditures were substantially below budget, mainly due to a general reduction in program participation during the fiscal year.


Table 2: Water Conservation and Public Outreach Expenditures (July 2010-June 2011)

	FY10	FY11	FY 12
Total Budget	\$500,000	\$500,000	\$400,000
Actual Expenditures	\$478,618	\$382,901	\$270,277

Water Conservation is currently staffed by one full time Water Conservation Coordinator and one half time (temporary) Water Conservation Technician. Staff is looking into opportunities to partner with Sonoma County Water Agency through the Sonoma-Marin Saving Water Partnership to implement some of the District Water Conservation Programs.

1 1

MEMORANDUM

To: Board of Directors
From: Drew McIntyre, Chief Engineer 
Subject: Year End Progress Report – Engineering Department
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Date: August 17, 2012

The purpose of this memo is to provide a year-end status report to the Board on the District's performance in completing budgeted FY11-12 Capital Improvements Projects (CIP). The following information is being provided to supplement the progress report summary provided to the Board each month.

SUMMARY

Service Areas	Project Costs		% Complete		Earned Value (\$)	
	Budget (\$)	Actual (\$)	Planned	Actual	Planned	Actual
Novato Water	4,286,000	1,362,000	100	85	3,862,000	1,361,000
Novato Recycled	5,125,000	6,024,000	100	87	5,125,000	6,024,000
West Marin	531,000	197,000	100	71	531,000	196,000
TOTAL	9,942,000	8,583,000	100	81	9,518,000	7,581,000

The above project costs shows that actual respective CIP expenditures for Novato Water and Recycled Water Service Areas were 32% and 117% of the approved FY11-12 budgets (versus respective mid-year forecasts of 54% and 131%). With respect to West Marin (including Oceana Marin), CIP expenditures were 37% of the approved FY11-12 budget value (versus a mid-year forecast of 46%).

Performance Status for Capital Improvement Projects

The attached tables and figures summarize the District's year-end performance in completing FY11-12 Capital Improvements Projects. This review encompasses all District CIP's in both Novato and West Marin.

A total of 37 projects were originally budgeted in FY11-12 for the Novato, West Marin and Oceana Marin service areas (see Attachments A and B). Twelve projects have been added, and six projects have been deferred resulting in an adjusted budget total of 43 projects (versus 51 projects in the prior fiscal year). Of these 43 Improvement Projects, 25 are under the lead responsibility of the Engineering Department for completion (21 in Novato and 4 in West Marin). The remaining 18 projects are under the responsibility of the other departments: 9 – Maintenance, 7 – Operations and 2 – Construction). A detailed project milestone schedule is provided in Attachment C.

At year end, 32 out of the 43 projects (i.e., 74%) have been completed by all departments and 18 out of the 25 projects (i.e., 72%) have been completed by Engineering. Note that the above summary table shows higher completion percentages because it also includes progress on partially completed projects. When broken down by service areas, 27 of the Novato CIPs have been completed and 5 West Marin CIPs have also been finished. As shown in Attachment A, overall progress in fully completing Novato CIPs (i.e., 79%) was slightly below the mid-year projected completion percentage of 81%. From a strictly CIP budget expenditure standpoint, approximately

32% of the authorized Novato CIP budget was expended (compared to 62% in FY10-11) and 117% of the authorized Novato Recycled Water CIP budget was expended (compared to 180% in FY10-11).

With respect to West Marin, overall progress in fully completing CIPs (i.e., 57%) was lower than the mid-year projected completion percentage of 75%.

Project Cost Variances

Novato Water Service Area

Of the 31 FY11-12 Novato Water CIPs, 25 (or 81%) were at or below original budget (compared to 85% in FY10-11). The projects exceeding the FY11-12 budgets were: (1) South Novato Blvd. Main Break Repair, (2) City Paving Coordination, (3) RTU Upgrades, (4) Detector Check Assembly Upgrades/Replacements, (5) ADA Access (Phs 1) and (6) Stafford Dam Concrete Apron Repairs. From a strictly CIP expenditure standpoint, the delay of the Aqueduct Energy Efficiency Project (AEEP) construction represents a \$2.5 million shortfall. Without considering this project, overall actual Novato Water CIP would have been 76% of approved budget (versus the year end percentage of 32%). When reviewing total project expenditures for all Novato Water Capital Improvements, it is apparent that no budget augmentation was needed during this fiscal year.

Novato Recycled Water Service Area

As shown in Attachment B, two out of three (or 67%) FY11-12 Novato Recycled Water CIPs are currently projected to be at or below original budget (compared to 50% in FY10-11). Actual expenses for the Recycled Water North Service Area project are above budget primarily due to the accelerated schedule.

West Marin Service Area (including Oceana Marin)

All but two of the FY11-12 West Marin projects were at or below the original budget (compared to 100% in FY10-11). The projects exceeding the FY11-12 budgets were: (1) Point Reyes Well No. 3 Replacement and (2) Oceana Marin Infiltration Study and Repair. Based on a review of total project expenditures for all West Marin system Capital Improvements Projects, it is apparent that no budget augmentation was required during this fiscal year.

Engineering Department Labor Hours

The Engineering Department provides a multitude of functions supporting overall operation, maintenance and expansion of water facilities. The major work classifications are: (1) General Engineering, (2) Developer Projects and (3) District (i.e., CIP) Projects. Out of the approximately 13,990 engineering labor hours available annually (less Conservation), the FY11-12 labor budget for Developer Projects and District Projects is 1,393 (10% of total) and 5,564 (40% of total), respectively. A chart of actual hours expended versus budgeted hours for both Developer and District projects during FY11-12 is provided in Attachment C. At year-end, actual engineering labor hours expended for Developer work was 989 hours (versus 1,154 hours in FY10-11) compared

against a forecast of 1,393 (71% of forecast). With respect to District Projects, 5,401 engineering labor hours (versus 5,859 in FY 10-11) has been expended on CIPs compared against the estimate of 5,564 hours (or 97% of forecast). In summary, labor hours for Developer Projects have continued to lag while District projects labor efforts track very close to budgeted hours.

FY 11-12
IMPROVEMENTS PROJECTS

PROJECTS BUDGETED	NOVATO SERVICE AREA	WEST MARIN/ OCEANA MARIN	TOTAL
Original Budget	30	7	37
Added	10	2	12
FY 10-11 Carryover	0	0	0
Deferred/Dropped	(6)	(0)	(6)
Adjusted Budget	34	9	43

FISCAL YEAR COMPLETION STATUS	NOVATO SERVICE AREA	WEST MARIN/ OCEANA MARIN	TOTAL
No. of Projects Fully Completed	27	5	32
Mid-Year Projected Completion Performance	81%	75%	
<u>Year-End Completion Performance</u>	79%	56%	74%

FY10-11 CARRYOVER

None

Date Brought to Board

DEFERRED/DROPPED

Novato

STP 18" Transmission Line Assess/Repair
Anode Installations
STP Data Communication via Radio
STP Discharge/Treatment
Remove Old Transformer/Pole
STP Emergency Power/Generator

First Quarter Report
First Quarter Report
Third Quarter Report
Third Quarter Report
Third Quarter Report
Third Quarter Report

West Marin

None

PROJECTS ADDED

Novato

PB Repl - Glen Hill Ct/Bird Ct/Kenwood Ct (28)
PB Repl - Lea Dr (13)
PB Repl - Center/Garner/Oak Forest/Simmons/3rd
Indian Valley Rd - City Improvements
Yard Office Furniture & Improvements
Centrisys Rebuild
Solar Panel Rebuild
STP Portable Generator Connection
STP Potable Water Feed Pipeline Rehab
Crest Tank No. 1 Recoat

Second Quarter Report
Third Quarter Report
Third Quarter Report
First Quarter Report
Third Quarter Report
Third Quarter Report
Third Quarter Report
Third Quarter Report
Third Quarter Report
Third Quarter Report
First Quarter Report

West Marin

Replace Retaining Wall at PRE 2
PRE #2 THM Reduction Measures

Second Quarter Report
Third Quarter Report

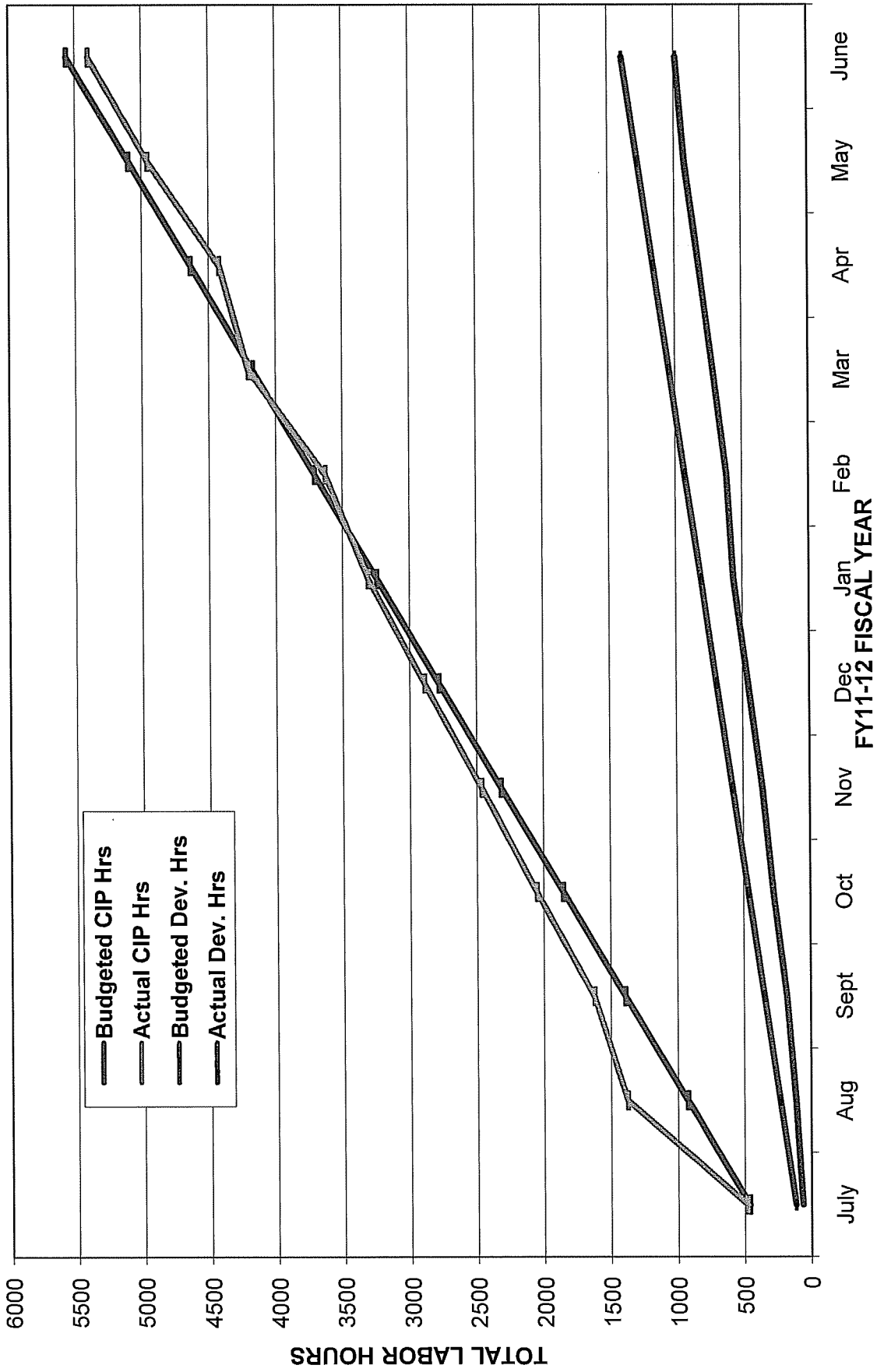
NOVATO SYSTEM CAPITAL IMPROVEMENT PROJECTS SUMMARY FY11-12

AS OF JUNE 30, 2012

STATUS	DEPT	ITEM #	PROJECT NO.	DESCRIPTION	PROJECT COSTS		% COMPLETE		EARNED VALUE	
					Budget	Actual	Baseline	Actual	Planned	Actual
				1. PIPELINE REPLACEMENTS/ADDITIONS						
				1.a.1 STP-18" Transmission Line Assess/Repair - DEFER	\$160,000	\$0	0	0	\$0	\$0
C	Eng	1		1.a.2 Center Rd Pipeline in Conflict w/Priv Prop	\$60,000	\$44,221	100	100	\$60,000	\$44,221
C	Eng	2		1.a.3 So. Novato Main Break Repair	\$120,000	\$277,953	100	100	\$120,000	\$277,953
C	Eng	3		1.b.1 PB Repl - Cavalla Cay (18)	\$36,000	\$31,003	100	100	\$36,000	\$31,003
C	Eng	4		1.b.2 PB Repl - Del Oro (26)	\$52,000	\$46,664	100	100	\$52,000	\$46,664
C	Eng	5		1.b.3 PB Repl - Glen Hill Ct/Bird Ct/Kenwood Ct (28)	\$0	\$51,277	100	100	\$0	\$51,277
C	Eng	6		1.b.4 PB Repl - Lea Dr (13)	\$0	\$16,089	100	100	\$0	\$16,089
C	Eng	7		1.b.5 PB Repl - Center/Garner/Oak Forest/Simmons/3rd	\$0	\$32,966	100	100	\$0	\$32,966
C	Eng	8		1.c.1-2 City Paving Coordination	\$20,000	\$28,835	100	100	\$20,000	\$28,835
C	Eng	9		1.c.3 Indian Valley Rd - City Improvements	\$50,000	\$24,460	100	100	\$50,000	\$24,460
PC	Eng	10		1.d.1-9 AEEP - Hwy 101 Widening	\$2,700,000	\$211,255	100	10	\$2,700,000	\$211,255
				SubTotal	\$3,198,000	\$764,723				
				2. SYSTEM IMPROVEMENTS						
C	Eng	11		2.a Facility Map Database	\$20,000	\$19,332	100	100	\$20,000	\$19,332
C	Maint	12		2.b System Cathodic Protection Maintenance/Upgrades	\$25,000	\$5,507	100	100	\$25,000	\$5,507
C	Maint	13		2.c RTU Upgrades	\$15,000	\$32,066	100	100	\$15,000	\$32,066
C	Eng	14		2.d Flushing Taps at DCVs or Zone Valves	\$50,000	\$34,181	100	100	\$50,000	\$34,181
C	Eng	15		2.e Defector Check Assy Upgrade/Replace	\$75,000	\$76,764	100	100	\$75,000	\$76,764
				2.f Anode Installations - DEFER	\$30,000	\$0	0	0	\$0	\$0
C	Maint	16		2.g Radio Expansion Telemetry Upgrades	\$25,000	\$14,046	100	100	\$25,000	\$14,046
				SubTotal	\$240,000	\$181,896				
				3. BUILDINGS, YARD, & S.T.P. IMPROVEMENTS						
C	Maint	17		3.a.1 ADA Access Phs I	\$25,000	\$27,048	100	100	\$25,000	\$27,048
PC	Maint	18		3.a.2 Other Admin Bldg Improvements	\$25,000	\$0	100	0	\$25,000	\$0
PC	Eng	19		3.b.1 Yard Paving	\$15,000	\$984	100	8	\$15,000	\$1,000
C	Maint	20		3.b.2 Yard Office Furniture & Improvements	\$0	\$5,978	100	100	\$0	\$5,978
C	Ops	21		3.c.1 Watershed Erosion Control	\$34,000	\$9,000	100	100	\$34,000	\$9,000
PC	Eng	22		3.c.2 Leveroni Creek Bank Repair	\$130,000	\$15,594	100	10	\$130,000	\$15,000
C	Const	23		3.c.3 STP-Data-Communication-via-Radio - DEFER	\$25,000	\$0	0	0	\$0	\$0
				3.c.4 Dam Concrete Apron Repairs	\$10,000	\$48,909	100	100	\$10,000	\$48,909
C	Maint	24		3.c.5 STP-Discharge/Treatment - DEFER	\$47,000	\$0	0	0	\$0	\$0
				3.c.6 Spillway Security Improvements	\$25,000	\$24,763	100	100	\$25,000	\$24,763
				3.c.7 Remove Old Transformer/Pole - DEFER	\$40,000	\$0	0	0	\$0	\$0
C	Ops	25		3.c.8 STP-Emergency-Power-Generator - DEFER	\$122,000	\$0	0	0	\$0	\$0
C	Ops	26		3.c.9 Centrissys Rebuild	\$0	\$24,519	100	100	\$0	\$24,519
PC	Ops	27		3.c.10 STP Portable Generator Connection	\$0	\$13,602	100	100	\$0	\$13,602
C	Eng	28		3.c.11 STP Potable Water Feed Pipeline Rehab	\$0	\$3,173	100	100	\$0	\$3,173
				SubTotal	\$498,000	\$185,018				
1C - Completed				PROJECT FORECAST REVISED						
PC - Partially completed				Baseline projects with revised forecast budget increases (indicated by shaded box)						
				Baselined projects to be deferred (indicated in strikethrough)						
				New projects added (indicated in bold)						
				Prior year projects carried over indicated in italics						

STATUS	DEPT	ITEM #	PROJECT NO.	DESCRIPTION	PROJECT COSTS		% COMPLETE		EARNED VALUE			
					Budget	Actual	Baseline	Actual	Planned	Actual		
				4. STORAGE TANKS & PUMP STATIONS								
PC	Maint	29		4.a Lynwood PS Motor Control Center	\$275,000	\$1,961	100	5	\$275,000	\$2,000		
C	Eng	30		4.b Pacheco Tank C12 Mixing System (1st Yr)	\$75,000	\$51,909	100	100	\$75,000	\$51,909		
C	Eng	31		4.c Crest Tank No. 1 Recoat	\$0	\$176,488	100	100	\$0	\$176,488		
				SubTotal	\$350,000	\$230,358						
				Novato Water Total	\$4,286,000	\$1,361,995	100	85	\$3,862,000	\$1,361,456		
				5. RECYCLED WATER FACILITY								
C	Eng	32		5.a NBWRA Grant Program Administration	\$125,000	\$117,484	100	100	\$125,000	\$117,484		
C	Eng	33		5.b-h Expansion to North Service Area	\$3,000,000	\$4,726,733	100	100	\$3,000,000	\$4,726,733		
PC	Eng	34		5.i-o Expansion to South Service Area	\$2,000,000	\$1,179,863	100	60	\$2,000,000	\$1,179,863		
				Novato Recycled Total	\$5,125,000	\$6,024,080	100	87	\$5,125,000	\$6,024,080		
				WEST MARIN CAPITAL IMPROVEMENT PROJECT SUMMARY FY11-12								
				AS OF JUNE 30, 2012								
STATUS	DEPT	ITEM #	PROJECT NO.	DESCRIPTION	PROJECT COSTS		% COMPLETE		EARNED VALUE			
					Budget	Actual	Baseline	Actual	Planned	Actual		
				6. West Marin Water System								
				System Improvements								
PC	Eng	35		6.a TP Solids Handling	\$360,000	\$18,674	100	5	\$360,000	\$18,674		
PC	Ops	36		6.b TP RTU Upgrade	\$20,000	\$0	100	5	\$20,000	\$0		
C	Eng	37		6.c Viento Way Upsizing	\$21,000	\$20,722	100	100	\$21,000	\$20,722		
PC	Eng	38		6.d-f Pt. Reyes Well #3 Replacement	\$15,000	\$78,613	100	25	\$15,000	\$78,000		
C	Const	39		6.g Replace Retaining Wall at PRE 2	\$0	\$16,701	100	100	\$0	\$16,701		
C	Ops	40		6.h PRE #2 THM Reduction Measures	\$0	\$10,316	100	100	\$0	\$10,316		
				SubTotal	\$416,000	\$145,026						
				7. Oceana Marin Sewer System								
C	Ops	41		7.a Infiltration Study & Repair	\$15,000	\$22,367	100	100	\$15,000	\$22,367		
C	Maint	42		7.b-c Tahiti Way Lift Pumps Rebuild	\$20,000	\$15,691	100	100	\$20,000	\$15,691		
PC	Eng	43		7.d Cross Country Sewer Line Rehab	\$80,000	\$13,673	100	100	\$80,000	\$13,673		
				SubTotal	\$115,000	\$51,731						
				Total West Marin	\$531,000	\$196,757	100	71	\$531,000	\$196,144		
				FY11-12 TOTAL	\$9,942,000	\$7,582,832	100	81	\$9,518,000	\$7,581,680		
1C - Completed				PROJECT FORECAST REVISED								
PC - Partially completed				Baseline projects with revised forecast budget increases (indicated by shaded box)								
				Baselined projects to be deferred (indicated in strikeout)								
				New projects added (indicated in bold)								
				Prior year projects carried over indicated in italics								

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



12

MEMORANDUM

To: Board of Directors
From: Robert Clark, Operations / Maintenance Superintendent
Subject: FY 12 Operations /Maintenance – Year End Report
X:\MAINT SUP\2012\BOD\Q4 11-12 O&M Update.doc

August 17, 2012



RECOMMENDED ACTION: Information

FINANCIAL IMPACT: None

Operations Summary

Over this past year the Distribution / Treatment group staffing level was restored to the five operators and as a result we have recovered from the back log of maintenance tasks to be performed this winter. Because of the lack of rainfall one of the operators was loaned to the Construction/Maintenance staff to help with the valve and hydrant program.

Stafford Production

- The production season start was delayed this sprint until July 1 due to the lack of rain during the winter.
- Lake water quality is much worse this year due primarily to the increased nutrient levels and problems with the Solar Bees operation keeping up with the algae levels.
- Replacement of the Granular Activated Carbon (GAC) filter beds 1 and 2 was delayed due to test requirements for the regeneration process being investigated by staff. Multiple processes were reviewed and evaluated by staff over the winter months, and when a vendor and process were finally chosen, the various tests required by the vendor delayed the ability to ship the used carbon which in turn delayed the return of the regenerated carbon.

Novato Water system Flows

- Novato consumption was slightly up from a year ago but remained down from a five-year average. Average production during the period was 9.3 mgd with a peak day of 14.8 mgd.
- Recycled water production for the period was 19.6 mg. This reduced volume is a result of the Stone Tree Golf Course strict conservation plan.

West Marin System Flows, Demands and Storage

- West Marin average production was 241,540 gallons per day with a peak day of 407,000

gallons a bit higher than last year.

- Production at the Point Reyes wells over the period was maintained by well #2. Because of the delay in the development of replacement well #3, staff periodically ran well #3 to determine maximum available flow for peak demand days. With both wells in operation there will be more capacity than the predicted maximum daily flow available.

Oceana Marin

- During the period, force main pump flow has averaged 16,840 gallons per day with a peak on Memorial Day of 32,800 gallons. The total discharge to the irrigation field was consistent with the previous years, leaving a freeboard of 3.7 feet at the end of June.
- Total suspended solids in the storage pond have continued to be an issue. Staff is convinced that these are a result of increase algae population in the water and are testing an ultrasonic algae control device.

Maintenance Summary

Maintenance staff has been consistent over the past year with help from the Operations staff on the spring clean up and backflow program activities. Focus on recycled water, entry modifications and STP maintenance project completion activities kept the staff busy through the period.

Electrical Mechanical

- Staff completed communication and power connections at the Plum Recycled Water Tank and to the Novato Sanitary District.
- Installed standby generator connection at the Stafford Treatment Plant.
- Staff performed inspection of the Solar system construction at the Stafford Lake Solar Field. All work progressed as planned through the period.

Cross Connection Control

- Large devices and fire service testing and repairs were completed. Staff has identified several detector check devices associated with fire services that will need to be upgraded and will be included the next three FYs capital improvement project plans.
- Staff continues to work with the City of Novato, Novato Unified School District and Cal Trans on their performance of their annual backflow device testing.

Building and Grounds

- Staff completed the work to renovate the main office entry with ADA access compliant door operator and hand rail modifications.
- Completed the design and installation of a new swing gate on the Amaroli Tank access road.
- Coordinated Stafford Lake Dam security fence repairs and modification, project included measures to keep people from walking onto the spillway fall hazard.

Fleet Operations

- Staff completed the exhaust retrofit on the 1999 dump truck, bringing into ABAG compliance.
- After the Indian Valley College auto shop spring class completed the repair and recoating of the Oceana Marin generator covers staff reinstalled. The generator looks new again.
- The Mechanic also performed major maintenance on the replacement of the loader transmission, front end replacement on the two 5-yard dump trucks and forklift radiator.

13

DISBURSEMENTS - DATED AUGUST 8, 2012

Date Prepared: 8/7/12

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

Seq	Payable To	For	Amount
P/R*	Employees	Net Payroll PPE 7/31	\$121,881.04
EFT*	US Bank	Federal & FICA Taxes PPE 7/31	46,643.08
1	All Star Rents	Propane (20 gal) (STP)	81.42
2	American Family Life Ins	July Employee Contrib for Accident, Disability & Cancer Ins	3,623.44
3	AT&T	Telephone Charges: Leased Lines (\$274), Local (\$91) & Minimum (\$740)	1,104.86
4	Backflow Distributors	Backflow & Reduce Pressure Parts (\$27)	48.71
5	Bay Area Barricade Service	24 X 18 Signs: Restricted Area - No Trespassing, No Fishing (2)	97.66
6	Beasley Concrete Pumping	Fill Pipeline to Abandon In Place (Center Rd)	559.12
7	Bold & Polisner	June Legal Services: Brown Act (\$195), Contractors License Law (\$74), Labor Compliance Program (\$1,073), Mechanics Lien Law (\$18), R W Exp No - Private Retrofit (\$560) & Wayne Loan (\$375)	2,295.50
8	Borges & Mahoney	Electrolyte Set (2)	71.44
9	Bunds, Clifford	Novato "Toilet Rebate" Program	225.00
10	State of California	State Tax & SDI PPE 7/31	8,931.32
11	Calpico	Grounding Clamps (25) (\$162) & Cadwell Shots (20)	211.36
12	Carbon Activated	GAC Replacement @ STP (39,104 lbs)	38,321.92
13	Chassman, Kate	Novato "Cash for Grass" Program	400.00
14	Coley, George	Novato "Washer Rebate" Program	50.00
15		Vision Reimbursement	243.00

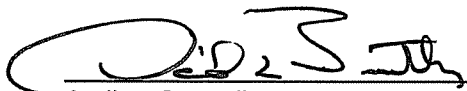
Seq	Payable To	For	Amount
16	CSW/Stuber-Stroeh Engineering	Prog Pymt #15: Aqueduct Energy Efficiency Project (Balance Remaining on Contract \$110,600)	3,448.96
17	Curry Discount	Quarterly Toner Supply Order (18)	1,044.48
18	Curtis & Tompkins Analytical L	Lab Testing (Novato)	294.00
19	De Gabriele, Chris	Exp Reimb: July Mileage	99.90
20		Cafeteria Plan - Uninsured Medical Reimbursement	50.00
21	Dutt, Vikram	Novato "Washer Rebate" Program	50.00
22	Eggleston, Virginia	Novato "Toilet Rebate" Program	200.00
23	Electrical Equipment	Scraper Drive Motor @ STP	324.00
24	Expressway Transport	Shipment of Used GAC from STP to Carbon Activated Corp	923.21
25	Fisher Scientific	Detergent (8 lbs) (\$97), Cleaning Fluid, Ammonium Persulfate (\$39), Colitag Comparator (\$52), Magnesium & Lead Standards, Dispaper Respirator (20) (\$55), Nitrite, Fluoride & Bromide Standards (Lab)	306.14
26	GFOA	Membership Renewal (9/1/12-8/31/13) (Landeros) (Budget \$170)	160.00
27	Ghilotti Bros	Refund Security Deposit on Hyd Meter Less Final Bill	565.48
28	Grainger	Power Distribution Block (\$161), Electrical Connectors (36) & Pressure Transducers (2) (\$397)	566.58
29	Hach	Annual Service Contract for Hach Equipment @ STP & Thorrson	13,841.00
30	Hardy Diagnostics	Media for Micro Analysis (Lab)	586.35
31	Hertz Equipment Rental	Replacement Ball Tapper	984.07
32	Home Depot	50' Hose, Washers (60), Adapters (6), Water Pressure Test Gauges (8) & PVC Cement (25)	293.92

Seq	Payable To	For	Amount
33	Hull, Brian R.	Novato "Toilet Rebate" Program	200.00
34	Idexx Laboratories	Media for Bacteria Control Samples (Lab)	165.39
35	Interstate Battery	Battery (\$108) ('02 Chevy 3500)	108.15
36	Irish & Son's Welding	Weld 2-4" Spools @ Hamilton School	420.00
37	Jim-n-i Rentals	1 1/4" Lifting Ring for Plates	108.00
38	Kaiser Foundation Health Plan	DMV/DOT Physical Exam (Moore)	70.00
39	Kemira Water Solutions	Ferric Chloride (9.69 tons)	7,166.53
40	Kolsky, Alan	Novato "Washer Rebate" Program	50.00
41	Lombardi, Jeanette	Novato "Washer Rebate" Program	50.00
42	Maltby Electric	Wire for Generator Connection (170') (\$564) & Conduit Straps (18) (\$33)	598.10
43	Marin Landscape Materials	Concrete (13 yds)	961.24
44	Marinscope	Subscription Renewal (DeGabriele) (9/12-9/13) (Budget \$60)	49.00
45	Marin County	Small Claims Filing Fee (\$30) & Certified Mail Fee-Connolly Accident Claim	40.00
46	Marin County Clerk	Environmental Fees to be Paid to Dept of Fish & Game to File Notice of Determination for Pt. Reyes Water Treatment Plant Solids Handling Project	2,151.50
47	Mason, Dave	Refund Overpayment on Closed Account	17.74
48	McLellan, WK	Misc Paving; Novato Area (459 S.F.)	6,311.25
49	Normant, Kathy	Novato "Washer Rebate" Program	50.00
50	North Marin Auto Parts	Radiator/Heater Hose Clamps (60) (\$40), Brake Shoes (\$132) ('03 Vacuum Excavator), Air Filters (2) (\$131), Oil Filters (3) (\$50), Fan Belt, Electrical Wire Loom, Starter Plug, Gear Oil (4 qts) (\$61), Trailer Light Cord Socket, Tie Rod Separator (\$35), Trailer Light Cord Plug, Fuel Hose (3') (\$42), Spray Paint (4-16 oz cans), Elbow, Paint Sealer, Mud Flaps (\$30) & Tie Rod (\$58)	721.94

Seq	Payable To	For	Amount
51	Novato Builders Supply	Hand Railings (60) (\$169), Lumber (\$133), Rebar & Mortar	335.48
52	Novato Chevrolet	Brake Rotors & Pad Kit (\$428) ('02 Chevy P/U), Front Seat & Lower Frame Foam Pad (\$279) ('04 Chevy Silverado)	707.11
53	Office Depot Business Service	Quarterly Office Supply Order: Calculator Ribbon (12), Post-its (24), Memo Books (9), Calculator Rolls (10), Labels, "AA" Batteries (36), Pens (84) (\$73), Hand Sanitizer (2), Cover Stock (500), Wipes (80), Card Stock (750), Envelopes (1,000) (\$27), Pads (12), Calendar, Binders (3), Post-it Flags (32), Chair Mat, Rubber Bands, Perm Markers (24) (\$38), Binder Clips, Pencils, Eng Scale (4), CD Cases (30), Mailers (24) & Pressboard Folders (50) (\$85)	592.92
54	On Line Resource	Refund Pymt on Closed Account	57.00
55	Pace Supply	Brass Caps (9), Flanges (11) (\$532), Meter Flange Gaskets (8), Nipples (32) (\$1,022), Corp Stops (4) (\$150), Tube Nuts (2) (\$50), Bell Restrainer (3) (\$260), Tees (10) (\$76), Bolts (36) (\$249), Universal Meter Nut Wrench (2) (\$111), Bushings (4), Els (8) (\$411), Meter Boxes (70) (\$1,284), Tapping Sleeve (\$547), Valves (2) (\$276) & Couplings (4)	5,585.10
56	PERS Retirement System	Pension Contribution PPE 7/31	45,237.59
57	Peterson Trucks	Driver's Log Books (6)	24.87
58	NMWD Petty Cash	Petty Cash Reimbursement: Safety Bucks, Inventory Snacks, Mileage, DMV Certificate, Fuel, Bridge Toll & Envelopes	110.80
59	Pini Hardware	Wooden Dowel Rod, GFCI Receptacle for STP Valve Vault 1, Insect Traps (\$30), U-Bolts (2), PVC Drain Pipe for Consumer Leak, Breakers & Conduit (\$52) (Pacheco Tank Mixing Sys), Nipples (3) (\$32), Wire for Pump (80') (\$67), Irrigation Coupling, Flange, Nipple, Mosquito Repellent, Pipe Splice, Caulk, Screws, Pole Breakers (2), Small Trash Bags, Storage Containers, Construction Glue & Shovels (12) (\$389)	711.79
60	PVS Minibulk	Sodium Hypochlorite (1,000 gals)	1,573.11

Seq	Payable To	For	Amount
61	Sebastopol Bearing & Hydraulic	Wheel Bearing, Lug Nuts & Studs ('03 Vac-Tec Vacuum Excavator)	151.52
62	Shirrell Consulting Services	August Dental Ins Adm Fee	299.45
63	Shirrell Consulting Services	July Dental Expense	6,927.00
64	Siemens Water Technologies	Service on Lab Deionized Water System	215.48
65	US Postal Service	Meter Postage	1,000.00
66	Venegas, Miguel	Exp Reimb: Fee to Obtain Mortgage Balance	30.00
67	Verizon California	Telephone Charges: Leased Lines (\$842) & Minimum (\$42)	884.12
68	VWR International	Test Tubes (8) (Lab)	119.19
69	Watt, Douglas	Novato "Toilet Rebate" Program	200.00
70	Workforce Boots & Clothing	Safety Boots (Hennessy)	100.00
		TOTAL DISBURSEMENTS	<u>\$332,628.33</u>

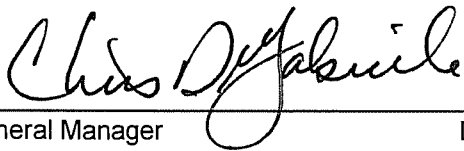
The foregoing payroll and accounts payable vouchers totaling \$332,628.33 are hereby approved and authorized for payment.



Auditor-Controller

8/6/12

Date



General Manager

8/6/2012

Date

DISBURSEMENTS - DATED AUGUST 15, 2012

Date Prepared: 8/14/12

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

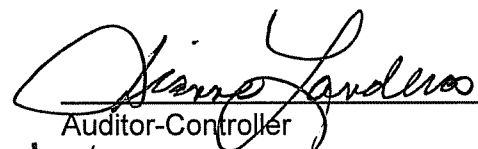
Seq	Payable To	For	Amount
1	Abbassi, Mohammad	Novato "Washer Rebate" Program	50.00
2	Ackerman, Gerald	Retiree Exp Reimb (Monthly Health Ins)	90.69
3	Boland, Audrey	Novato "Washer Rebate" Program	50.00
4	Bradbery, Ronald	Retiree Exp Reimb (Monthly Health Ins)	90.69
5	Bundesen, Gerald	Retiree Exp Reimb (Monthly Health Ins)	779.57
6	Butti, Lou	Retiree Exp Reimb (Monthly Health Ins)	779.57
7	California Bank of Commerce	Prog Payment #4 Correction - Retainer on Disney Construction Project	4,370.10
8	Cook Paging	August Pager Rental (2)	14.70
9	Curry Discount	Toner Cartridges (3 Blk, 1 Color)	252.48
10	Curtis & Tompkins Analytical Lab	Lab Testing (Novato)	390.00
11	Davis, Marion	Novato "Toilet Rebate" Program	100.00
12	Derby, Richard	Retiree Exp Reimb (Monthly Health Ins)	90.69
13	Diggs, James	Retiree Exp Reimb (Monthly Health Ins)	779.57
14	Disney Construction	Prog Pymt #4 Correction - Recycled Water South Phase 1B (Balance Remaining on Contract \$1,707,112)	39,330.90
15	Environmental Express	Chlorate Standard (Lab)	42.14
16	Eyler, John	Retiree Exp Reimb (Monthly Health Ins)	90.69
17	Fisher Scientific	Copper & Manganese (Lab)	23.81
18	Golden Gate Petroleum	Gasoline (\$3.73/gal) & Diesel (\$3.73/gal)	3,930.61

Seq	Payable To	For	Amount
19	Grainger	HOA Selector Switches for School Rd P.S. (\$130), Sump Pump Float Switch (OM) (\$77), Ear Plugs (200), Safety Glasses (20), 1/2" Concrete Anchors (25) (\$214) & Slotted Screwdriver	328.99
20	Groeniger	Nut & Gasket Assy (\$44), Gasket (\$51) & 10" x 8" Couplings (2) (\$1,830) (RW Exp South)	1,925.69
21	Groundwater Resources	Registration Fee: Symposium on "Managing Wells in California" (8/28-8/29/12) (McIntyre)	405.00
22	Hydec	6" X 55 Paddle Type Orifice Plate	469.20
23	Johnstone, Daniel	Retiree Exp Reimb (Monthly Health Ins)	90.69
24	Journey Ford/Lincoln	Brake Pad Kit (\$63) & Rotors (2) (\$187) ('08 F250)	250.09
25	Kennell, Albert	Novato "Toilet Rebate" Program	200.00
26	Krajacic, Frank	Novato "Washer Rebate" Program	50.00
27	Landeros, Dianne	Exp Reim: Snacks for Algebra Academy (\$22) & Mileage	25.11
28	Lincoln Life	Deferred Compensation PPE 8/15	10,363.33
29	Maggiora & Ghilotti	Project Payment #1: Construction Phase 1A for RW South Project (Bal Remaining on Contract \$404,526)	479,962.00
30	Makimura, Athuko	Novato "Toilet Rebate" Program (\$100) & Refund Alternative Compliance Reg 15 Deposit (\$315)	415.00
31	Maltby Electric	Flexible Electrical Conduit & Fittings (\$135), Conduit Straps (12), Cable for STP (\$432) & Spring Nuts for Strut (12)	587.16
32	Marin, County of	Annual Septic Permit (25 Giacomini Rd)	425.00
33	Matchette, Tim	Retiree Exp Reimb (Monthly Health Ins)	230.18
34	McLellan, WK	Misc Paving; Novato Area (131.75 S.F.)	1,791.26
35	National Deferred	Deferred Compensation PPE 8/15	1,025.00
36	Nelson, John O.	Retiree Exp Reimb (Monthly Health Ins)	90.69

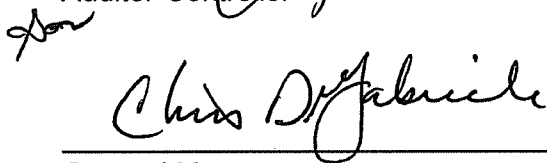
Seq	Payable To	For	Amount
37	North Bay Gas	Nitrogen (\$523), Carbon Dioxide (\$432), Welding Supplies (\$71), Welding Gloves & July Cylinder Rental (\$307)	1,333.00
38	North Marin Water District	Employee Association Dues-July	940.00
39	Novato, City of	In-Lieu Fee for Cutting Moratorium Street- Wilson Ave & 5 Live Oak Ct	1,000.00
40	Novato Sanitary District	Application Fee to Discharge Ground Water Slightly Contaminated with Hydrocarbons to Sanitary Sewer	175.00
41	Office Depot	Clipboard, Sign-Here Flags & Dividers (86) (\$74)	112.11
42	Old Republic Title	Preliminary Title Report Fee-15 Gustafson Ct	495.00
43	O'Reilly Auto Parts	Glass Cleaner, Car Wash & Anti Freeze (6 gals) (\$117)	164.74
44	Pace Supply	Steel Pipe (20') (\$362), Meter Spuds (50) (\$558), Box Lids (2) (\$271), Tube Nut, Nipples (21) (\$120), Ells (4) (\$58), Bushings (7), Couplings (45) (\$1,649), Meter Box Extension (\$77), Unions (7) (\$86), Reducers (3) (\$287) & Flanges (10) (\$152)	3,642.93
45	Poiani, Pete	Retiree Exp Reimb (Monthly Health Ins)	90.69
46	Red Wing Shoe Store	Safety Boots (LeBrun)	200.00
47	Roberto, Richard	Reimbursement for Tires Slashed in District Parking Lot	524.63
48	Rotary Club of Novato-Sunrise	Annual Dues (McIntyre) (7/12-6/13) (Budget \$170)	178.00
49	Scott's Office Equipment	Quarterly Maintenance Eng Copier (4/16/12- 7/15/12)	548.19
50	Sequoia Safety Supply	Nitrile Gloves (800), Drivers Gloves (12), Brief Relief Urine Bags (100) (\$221) & Towellettes (150) (\$91)	498.96
51	Smail, John	Retiree Exp Reimb (Monthly Health Ins)	90.69
52	Sonosky, Norma	Retiree Exp Reimb (Monthly Health Ins)	90.69

Seq	Payable To	For	Amount
53	South Bay Foundry	6" Valve Caps (48)	907.20
54	Staples Advantage	Desk Organizers (2)	116.52
55	Suburban Alternatives	Novato "Toilet Rebate" Program	150.00
56	Ultra Scientific	Chlorate Standard (Lab)	69.35
57	Underground Service Alert	Annual Membership (7/1/12 - 6/30/13) (Budget \$900)	866.16
58	UNUM Life Insurance	August Group Life Ins Premium	684.20
59	Velloza, Richard	Retiree Exp Reimb (Monthly Health Ins)	90.69
60	West Marin Citizen	Subscription Renewal (8/12-8/13)	58.00
61	Winzer	Nuts, Bolts, Washers, Zip Ties, Fuse Kit (\$125) & Respirators for Auto Shop (\$35)	418.27
62	YSI	Repair of YSI Dissolved Oxygen Probe Model	527.31
TOTAL DISBURSEMENTS			<u><u>\$563,862.93</u></u>

The foregoing payroll and accounts payable vouchers totaling \$563,862.93 are hereby approved and authorized for payment.


 Auditor-Controller

8/14/12
 Date


 General Manager

8/14/2012
 Date

MEMORANDUM

To: Board of Directors

August 15, 2012

From: Chris DeGabriele, General Manager 

Subject: Reimbursement for Property Damage during Consumer Services On-Call Duty
t:\gm\bod misc 2012\roberto tires 081712.doc

RECOMMENDED ACTION: Information Only

FINANCIAL IMPACT: \$524.63

Rich Roberto, Field Service Representative, was the Consumer Services Staff serving on-call duty on Wednesday night, August 8th responding after hours to customers who had been disconnected for non-payment. While serving stand by duty, Field Service Representatives are authorized to take a District vehicle home that evening so that they can respond to any late calls for turn-on. Roberto's personal vehicle was parked in the fenced and gated employee parking area while he was serving this on-call duty. Upon returning to work on Thursday morning, August 9th, Roberto's tires had been slashed.

The General Manager authorized Roberto to have the tires replaced at District expense. Overall cost for the tire replacement was \$524.63, after insurance payment by Roberto's insurance provider.

NORTH MARIN WATER DISTRICT CHECK REQUEST

(DO NOT USE IF THERE IS A VENDOR INVOICE)

PAYEE <u>Rich Roberts</u>	DATE: <u>8/13/12</u>
	AMOUNT: <u>\$ 524.63</u>

<u>695.22</u>	<u>Tires</u>
<u>-170.59</u>	<u>Insurance paymt</u>
<u>\$ 524.63</u>	

CHARGE TO:

DISPOSITION OF CHECK

- MAIL TO PAYEE
- HOLD FOR _____
- OTHER _____

DISPOSITION OF ATTACHMENTS

- SEND TO PAYEE

JOB ACCOUNTING REVIEW

REQUESTED BY

J. Landino

APPROVED TO PAY BY

\\NIMWDSRV1\ADMINISTRATION\FORMS\CHECK REQUEST.DOC REV. 0312

Prepared By	Accounting Review	POST DATE	Vendor No.
<u>C.J.</u>		<u>8/12</u>	<u>ROBE03</u>



Invoice Number (CK-Req-ID)	Invoice (CK-Req) Date	Invoice (CK-Req) Amount
<u>CKRQ081312</u>	<u>8/13/12</u>	<u>\$ 524.63</u>

NIMWD Comment
<u>Reimb for Tires Slashed in District Parking Lot</u>

Job Number	GL Account	Amount
<u>1.5905.12</u>		<u>\$ 524.63</u>
TOTAL		<u>\$ 524.63</u>



H & J Tire
 845 Vallejo Ave.
 Novato, CA 94945
 (415) 897-1185

Customer Copy
Invoice #134671

RICHARD ROBERTO
 8293 LANCASTER DR
 ROHNERT PARK CA 94928

Friday, August 10, 2012
 12:59:49 PM

Ordered on
 Friday, August 10, 2012

Workorder # 142002

MAKE & MODEL	FLEET NO.	PHONE	REP.	CSH	PO#	TERMS
2006 DODGE CALIBER		707-322-5117	Counter	CP		Cash

LICENSE NO.	MILES IN/OUT	VIN	TORQUE	ENGINE SIZE	TRANSMISSION	COLOR	PRD DATE
5TNW001	46205	1B3JB48B07D506489					

CATALOG	DESCRIPTION	QTY	PARTS	LABOR	DISC	FET	TOTAL	Code
OT	P215/60R17 COPPER CS4 TOURING 96T	4	148.32				\$593.28	
BAL	STD WHEEL BALANCE (WITH TIRE PURCHASE)	4		7.50			\$30.00	
TP-TR15	STD VALVE STEM	4	1.50				\$6.00	
TD	Tire Disposal Fee	4	2.00				\$8.00	
CAL	State Tire Disposal Fee	4	1.75				\$7.00	

****PLEASE REMEMBER TO ROTATE YOUR TIRES EVERY 6-8000 MILES****

POLICY # 2373390C1905B
 JARRET SOUKUP
 707-794-8100
 707-194-7083 FAX

CLAIM# 0510L2045

RICHARD ROBERTO 707-322-5117
 INSURANCE PAID \$170.59

Welcome. We appreciate your business.

PAID BY:
 Account \$224.63
 Cash \$470.59

Parts	\$599.28	Taxable	\$599.28
Labor	\$30.00	Non-Taxable	\$45.00
Freight	\$0.00	Local 8.5%	\$50.94
Other	\$15.00		
FET	\$0.00		
Supplies	\$0.00		
TOTAL			\$695.22

Current Balance: \$224.63

Parts and Labor warranties 100 % for 90 days or 4000 miles, whichever comes first. This warranty limited to the work on this form only. Vehicle must be returned to our shop at customers expense to honor warranty.

I hereby authorize the repair work shown on this invoice along with the necessary materials and acknowledge and approve any changes from the original work order. No refunds on installed Tires and or Wheels, Special Orders or discontinued items. BAR #ARD118705

Print Name _____ Signature _____ Date _____

MARINVIEW

What is your opinion of the taste and quality of water in Marin?

The Marin Independent Journal presents responses to a question of general interest. Here are this week's comments, compiled by Janis Mara at the Northgate One shopping center in San Rafael.



BILL APPEL
52
Accountant
Terra Linda

"I filter it. I just don't trust water anywhere. I do drink the water at 24-Hour Fitness, where I exercise, but I try not to pay attention to the taste. Otherwise I might not drink it."



JOHN PAVESI
52
Real estate investor
San Rafael

"We don't drink it. We drink bottled water."



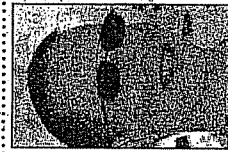
SUSAN PAVESI
42
Legal secretary
San Rafael

"To me, if something happens to a lot of people in an area, it must be something they are sharing. Breast cancer is high here — there has to be something going on."



JIM OBER
35
Pharmacy student
Terra Linda

"I think it's pretty decent compared to other places. I lived in Davis, and the water there tasted like sulfur and left a white residue on the dishes."



PETER FABIAN
60
Physical therapist
San Rafael

"It's fine. We actually use a filter, so this is a filtered opinion."

BOD MISC

Life gets a little better for Eel River salmon; block release boosts spring migration

Redwood Times Redwood Times

Posted:

RedwoodTimes.com

Redwood Times

A block release of water from Lake Pillsbury into the main stem of the Eel River last May appears to have helped young Chinook salmon in their spring migration while producing new data for agencies and organizations studying the effects of the Potter Valley Project diversion.

Reports from the National Marine Fisheries Services (NMFS), the California Department of Fish and Game (DFG), and Pacific Gas & Electric (PG&E), indicate that a pulse of water at just the right time, combined with an increase in water temperature, can signal young salmonids to migrate when conditions are optimal for their survival.

Representatives of those agencies reported these results to the Eel-Russian River Commission, comprised of county supervisors from Humboldt, Mendocino, and Sonoma Counties, at its most recent meeting last Monday, July 30.

This meeting was held in Eureka for the first time in many years at the request of Humboldt County stakeholders and supervisor Jimmy Smith, who chaired the commission.

Last Monday's meeting was also the last official government meeting for Smith, who resigned from the board of supervisors effective last Friday, Aug. 3 for health reasons. Smith received tributes from many participants at last Monday's meeting, among them State Assemblyman Wesley Chesbro, officials from all three counties, agency representatives, and various stakeholder groups.

Many speakers acknowledged that Smith's leadership has been essential in reviving a commission originally created decades ago, but which had become moribund over the years, until the 1990s when controversy heated up over the relicensing of PG&E's hydroelectric plant at Potter Valley.

Chesbro, for one, praised Smith's leadership in helping to find "equitable ways to distribute [Eel River] water for various users.... The commission provides a forum for dialog," he said, adding, "It hasn't always been that way."

Water from the upper Eel River was first impounded in Van Arsdale reservoir and diverted through an eight-foot in diameter tunnel to the Potter Valley hydroelectric plant since 1908. In 1922 a much larger reservoir, Lake Pillsbury, was created with the completion of Scott Dam, twelve miles upstream from Van Arsdale.

Once it leaves the Potter Valley Project the water is discharged into the East Branch of the Russian River, where it becomes part of the principal water supply for farms and towns in the Russian River watershed in Mendocino and Sonoma counties.

Following an unusually dry winter and spring in 2011-12, NMFS and DFG requested PG&E to release the 2500 acre-feet of "block water" from Lake Pillsbury set aside by the protocols of the

Reasonable and Prudent Alternative (RPA), an agreement established after extensive study and negotiation as part of the relicensing process in 2002.

(Note: an acre-foot is 321,851 gallons or 43,560 cubic feet.)

The release began on May 18 with the peak amount of water released between May 19 and 20 to coincide with the new moon, as salmon prefer to migrate in darkness, and ended on May 25.

Also for the first time, warmer water from the surface of Lake Pillsbury was mixed with cold water from the bottom to be released into the river through the huge needle valve at the base of the dam.

While cold water is essential to salmonid survival in summer, warmer water in the spring encourages young fish to start moving so that they will get downstream before water in the lower Eel heats up enough to favor the pikeminnow, a non-native species that preys on juvenile salmonids.

The number of juvenile Chinook salmon passing through the DFG counting station just below Cape Horn Dam at Van Arsdale peaked at 500 when the block water peaked, NMFS lead biologist Jeffrey Jahns reported to the commission.

But while this was the highest number recorded during the spring outmigration, it was not the dramatic increase they expected. For several weeks prior to the release, between 200-400 Chinook per day had been counted and similar counts were made following the release well into June.

Although the number of juvenile steelhead did not increase significantly during the block release, a surprising result was that the migration of lamprey, the eel-like creature for which the river is named, increased to the point that lamprey clogged up the six-inch pipe used to trap and count the salmon.

Since lamprey generally travel upriver in the spring, biologists thought that in this case they were trying to get up the fish ladder at Cape Horn Dam, but were washed back by the surge from the block release and got caught in the collection pipe.

DFG senior biologist supervisor Scott Downie showed a video of lamprey climbing the fish ladder. The lamprey move up the ladder in a series of jerks, attaching themselves to the ladder's surface with their sucker-like mouths, and thrashing with their tails to propel themselves. As they go through the air pocket at the top, which salmon can jump, their tails are waving ineffectually in the air so the lamprey struggle to keep moving.

The agencies concluded that the block release did no harm to the fish and probably was helpful, and that adding warmer water significantly contributes to the health of the fishery.

In fact, water temperature now looks like the solution to the mystery of why the relatively large return of adult Chinook for the past few autumns did not result in robust juvenile migration in the spring. Apparently the young fish were lingering too long in the hospitably cool waters of Van Arsdale reservoir, missing their best chance of getting downstream before conditions favored the pikeminnow.

Hydrological data showed that at the peak of the block release, the increase in water level at Scotia was only four-tenths of a foot, or about five inches.

NMFS and DFG agreed that the spring migration was the best time for the release. They continued to oppose block releases in the fall, on the grounds that the extra water would encourage mature fish to start upstream before there is enough water in the tributaries for them to meet their spawning grounds.

At the request of the commission in its February meeting, NMFS proposed a set of standards to determine when block water release is appropriate. They recommended general rather than number-based standards for greater flexibility, since river conditions are different every year.

Standards would call for a block release during a low rain year, after mid-April when release would be most beneficial for fish in the stretch between the dams and the confluence of the main stem and Middle Fork; that warm water should be combined with colder water, that the release occur during the new moon, that flows from tributaries be considered, and that the release should mimic snowmelt or rainfall events.

Scott Greacen, executive director of Friends of the Eel River, said he wanted to express FOER's "sincere appreciation for the block water release.... This is a forward-looking and hopeful step," he said, and added, "We're looking forward to 10 years from now with the de-licensing of [PG&E's Potter Valley Project] and the removal of the dams."

Potter Valley vintner Guinness McFadden responded to "my friend Scott Greacen" by noting that the block release and warm water infusion that are helping the salmon depend upon the dams.

Downie's report focused on encouraging signs of improvement in various fisheries. Members of his staff have just completed the yearly "Death March," a five-day underwater count of fish in the Middle Fork. They found 1100 returning summer steelhead, the largest count in decades.

While numbers of Chinook have been increasing, Downie pointed out that they are still only a fraction of historic counts. For example, historically Tomki Creek, the first major tributary below Van Arsdale, saw as many as 4000 spawners in a season "but now we're excited to see 50," Downie said.

Low water levels in tributaries due to inadequate rainfall, particularly in the upper Eel, continues to be a problem as fish in the main stem can be swept past their spawning grounds.

The third year of a "random study" of the South Fork Eel is showing an increase in coho and steelhead, Downie said.

When PG&E senior consulting scientist Paul Kubicek gave his report on pikeminnow monitoring, commission chair Smith once again criticized PG&E for abandoning their suppression program.

Pikeminnow monitoring and suppression is required by the RPA, but PG&E stopped their efforts because while attempting to net and electroshock pikeminnow in Van Arsdale reservoir, they killed some juvenile steelhead, a threatened species under the federal Endangered Species Act.

Smith strongly suggested that PG&E talk to other agencies, especially the Department of Reclamation in Sacramento, which has conducted pikeminnow suppression in the Sacramento River, where the predatory fish is a native species.

Suppression is essential because there is evidence that pikeminnow have been entering other watersheds in the Humboldt Bay area on "cells" of fresh or brackish water that occur in the winter, and could potentially move through local waterways to enter the Mad River as well, Smith said.

He introduced Phil Barrington, a DFG biologist, who reported on pikeminnow found in the 17th hole of the Eureka golf course near Martin Slough. During high tides and winter storms, water from the mouth of the Eel River "just scoots" (in Smith's words) into Humboldt Bay.

Recent studies show that pikeminnow can tolerate a certain amount of salinity, Barrington reported, and therefore the mixture of fresh and salt water during high water events gives them an opportunity to move into other watersheds.

He outlined a scenario in which the pikeminnow could travel from Martin Slough to the Elk River, Freshwater Creek, Jacoby Creek, and into the estuary of the Mad River.

This could be particularly devastating to coho, the most sensitive of local salmonid species, because the Humboldt Bay tributaries are a "stronghold for coho," Smith said.

At the end of the meeting, the commission unanimously voted to appoint current vice-chair Carre Brown, representing Mendocino County, as the chairperson to replace Smith. Sonoma County representative Mike McGuire will be the next vice-chair.

Smith said his alternate, 2nd district supervisor Clif Clendenen, will take his seat on the commission for the rest of the year. The Humboldt County supervisors will appoint a new representative in January, 2013.

Supervisors-elect Estelle Fennell from the 2nd district and Rex Bohn from the 1st district, who was just appointed by state governor Jerry Brown to complete the rest of Smith's term, were present in the audience.

The Eel-Russian River Commission will hold its next meeting in late October or early November at a time and place to be announced.

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Some goals are universal

By **MARTIN ESPINOZA**
THE PRESS DEMOCRAT

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Sonoma County should expect big things from its new public health officer, Dr. Lynn Silver Chalfin.

She comes from New York City, where as assistant health commissioner she helped launch initiatives that affected the lives of millions of people and established national trends, from a citywide ban on trans fats to a law requiring fast food calorie labeling.

While New York and Sonoma County are in many ways worlds apart, Silver Chalfin said the public health goals for both communities are much the same: tackling obesity and smoking, increasing access to quality care and creating an environment that encourages healthier lifestyles.

"The things that kill the most people, preventably, across the United States and Sonoma County are still tobacco and obesity," she said. "Those are things that we need to continue to address in Sonoma County."

She will tackle that challenge while overseeing about 40 people working in areas of disease control, emergency medical services, clinical services and health hazard responses.

As public health officer, "she's setting the agenda for what are the priorities for our community . . . what are the issues we want to tackle as a community," said Naomi Fuchs, executive director of Santa Rosa Community Health Centers.

Silver Chalfin, 54, took over the county's top public health post from Dr. Mark Netherda, who was serving as interim health officer following the retirement of Dr. Mary Maddux-Gonzalez in mid-2011.

She has been working on a part-time basis for the past few months and will become full time by mid-August. Her compensation, including benefits, is \$202,555 a year.

Silver Chalfin grew up in New York City and attended Hunter College High School, where U.S. Supreme Court Justice Elena Kagan was a year behind her. She studied biology and physiology at UC Santa Barbara.

She then attended Johns Hopkins University, where she received a joint M.D. and master of public health degree and trained in international health and pediatrics. During her studies, she took a year off and worked in Nicaragua.

Silver Chalfin knew her trajectory would lead her to the public health arena.

"I had always been a political and social activist from the time I was very young," she said. "I had worked on a number of issues, including human rights in Latin America, reproductive rights." Early on she had "a feeling that I would want to try and look for that interface between medicine and social issues -- social change."

Before working in New York, she spent 15 years as a professor teaching public health in Brazil, where she met her first husband and where her daughters were born.

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Center for Well-Being

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She and her new husband, Dr. Donald Chalfin, a critical care physician and health economist, married about a year ago and the couple decided to move to Northern California for climate.

As New York's assistant health commissioner, she was in charge of programs aimed at preventing chronic disease, including diabetes, cancer and heart disease.

While traditional public health initiatives attempt to change individual behavior, Silver Chalfin sought a newer approach that focused on creating healthier environments.

"Most of the determinants that cause people to become obese or to smoke, to eat unhealthily or even to develop many respiratory illnesses are due to environmental factors to the way our society has organized how we eat, how we breathe, how we move through our day," she said. "So I really try to focus on developing environmental change approaches to preventing chronic disease."

In New York, she helped push for a ban on artery-hardening trans fats in food establishments, the first such initiative in the nation. According to a July 17 article in the *Annals of Internal Medicine* that Silver Chalfin helped author, the trans fat ban has resulted in an 83 percent reduction in trans fat in foods sold at restaurants and similar outlets.

Also in 2007, the city adopted a law requiring calorie labeling at fast food restaurants, a move that subsequently spread across the country and was incorporated into President Barack Obama's health care overhaul.

She also helped write guidelines for food procurement by public agencies, including schools and jails, that affected 260 million meals a year.

Another change she helped oversee was the creation of the New York City Active Design Guidelines, a 2010 initiative that seeks to redirect building and public space design in ways that promote physical activity.

One example, she said, was resurrecting the grand staircase, an architectural element that fell out of fashion as elevators became more prominent.

"We've basically designed physical activity out of our environment in large part, so we need to figure out how do you design it back in in ways that are aesthetic and pleasant for people," she said.

Fuchs, the community health centers director, said Silver Chalfin's "experience in New York will be a tremendous asset to our community."

The new county public health director said that about half the money Americans spend on food is spent eating out, a habit that constitutes a third of our meals. But making the food we eat outside the home less lethal is only part of the solution, Silver Chalfin said.

It's going to take a "slower and diligent effort to assure that we don't lose the culture of cooking," she said.

Her immediate plans for Sonoma County do not include any big shake-up in her department. Silver Chalfin said she's currently in a "listening" mode, trying to learn as much as she can about the community.

She will be collaborating with agencies including the county agricultural commissioner, community health centers and hospitals, said county Director of Health Services Rita Scardacci, to whom Silver Chalfin reports.

The county is replete with outdoor resources that are ideal for active and health-conscious residents. Even so, the community is hindered by a motor-vehicle culture

that conflicts with mass transportation and efforts to encourage cycling and walking, she said.

A number of neighborhoods still don't have sidewalks, she said.

"On the one hand, it's easier to be outdoors; on the other hand, California is a much more car-centered society where most people move about in cars," she said.

She initially thought that once she arrived in Sonoma County she would launch on issues she'd been working on in New York. But she has begun seeing that there were issues she hadn't expected, such as lack of dental care for children and the fact that the water supply is not fluoridated.

In New York, the state's version of Medicaid is more generous than it is in California, where dental services are limited, particularly for adults.

"I hope that eventually water fluoridation could decrease the rate of tooth decay, which is very high in our children, particularly low-income children," she said.

She hopes that full implementation of Obama's health care law in 2014 will alleviate some of the problems Americans have in accessing health care, especially specialty medical care.

But a much more aggressive overhaul of the health care industry is needed, she said, adding that universal health care is a goal for the future.

"But right now, I think we have to work together as a community and try and pull together the different providers in the community to improve access," she said.

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