



NORTH MARIN WATER DISTRICT
AGENDA - REGULAR MEETING
 September 1, 2015 – 7:00 p.m.
 District Headquarters
 999 Rush Creek Place
 Novato, California

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Est. Time	Item	Subject
7:00 p.m.	CALL TO ORDER	
	1. APPROVE MINUTES FROM REGULAR MEETING , August 18, 2015	
	2. GENERAL MANAGER'S REPORT	
	3. OPEN TIME: (Please observe a three-minute time limit)	
	This section of the agenda is provided so that the public may express comments on any issues not listed on the agenda that are of interest to the public and within the jurisdiction of the North Marin Water District. When comments are made about matters not on the agenda, Board members can ask questions for clarification, respond to statements or questions from members of the public, refer a matter to staff, or direct staff to place a matter of business on a future agenda. The public may also express comments on agenda items at the time of Board consideration.	
	4. STAFF/DIRECTORS REPORTS	
	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.	
	5. Consent Approve: Out-of-State Travel for Drew McIntyre	
	6. Consent Approve: Cost of AEEP Dedication Project	
	7. Consent Approve: Contract for Drafting Services FY15-16 - Aberegg	
	ACTION CALENDAR	
	8. Approve: Response to Civil Grand Jury Report - COIN	
	INFORMATION ITEMS	
	9. Water Conservation Year End Report (July 2014 through June 2015)	
	10. Fourth Quarter FY 14/15 - Water Quality Quarterly Report w/Quarterly Bacteriological Monitoring Report	
	11. FY 15 - Operations/Maintenance Year End Report	
	12. Year End Progress Report - Engineering Department	
	13. Monthly Billing	
	14. Reduced Water Sales Volume	

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
	15.	NBWA Meeting - September 11, 2015
	16.	MISCELLANEOUS Disbursements Marin County Fish & Wildlife Commission Annual BBQ <u>News Articles:</u> Central Valley locales sinking 2 inches a month as groundwater is drained Feds release extra water to save Klamath salmon from disease Four-time Novato mayor Ernie Gray dies at 80 Bikers catch air at opening of Stafford Lake Bike Park in Novato Marin supervisors reject call for greater labor talk transparency Marin water district sees ongoing pipe project as tool in drought effort Californians cut water use by 31 percent in July California, US Seeks Permit for State's Giant Water Tunnels
8:30 p.m.	17.	ADJOURNMENT

1

DRAFT
NORTH MARIN WATER DISTRICT
MINUTES OF REGULAR MEETING
OF THE BOARD OF DIRECTORS
August 18, 2015

CALL TO ORDER

President Baker called the regular meeting of the Board of Directors of North Marin Water District to order at 7:00 p.m. at the District Headquarters and the agenda was accepted as presented. Present were Directors Jack Baker, Stephen Petterle, Dennis Rodoni and John Schoonover. Also present were General Manager Chris DeGabriele, District Secretary Katie Young, Auditor-Controller David Bentley and AGM/Chief Engineer Drew McIntyre. Director Rick Fraites arrived at 7:08 p.m.

West Marin Resident, Chris Pack, Novato Residents Toni and Jim Shroyer and Alexis Petterle, Vali Cooper & Associates Ken Sinclair, District employees Robert Clark, (Maintenance/Operations Superintendent) and Tony Arendell (Construction/Maintenance Superintendent) were in the audience.

MINUTES

On motion of Director Schoonover, seconded by Director Petterle the Board approved the minutes from the previous meeting as presented by the following vote:

AYES: Director Baker, Petterle, Rodoni and Schoonover

NOES: None

ABSENT: Director Fraites

ABSTAIN: None

GENERAL MANAGER'S REPORT

North Bay Water District

Mr. DeGabriele advised the Board that last Friday he met with Tito Sasaki, the former Sonoma County Farm Bureau President and wine grape grower in Sonoma Valley to find out more about the North Bay Water District. He stated that he learned that it was formed in 1963 by a group of farmers in Sonoma County with interest to get water from Lake Berryessa and at that time farmers in the Green Valley area near Fairfield were also working on acquiring access to Lake Berryessa water and it did get to the Green Valley area but not Sonoma County. He continued to state that the North Bay Water District was formed in Sonoma County and covers a U or V shaped area in Sonoma County along the Hwy 37/116 route in Sonoma Valley into the Petaluma Valley bounded by

1 the Petaluma River and that it appears to have been formed as a landowner voter irrigation district
2 and is hoped to be used as a component of the Groundwater Sustainability Agency (GSA) in
3 Sonoma Valley and Petaluma Valley to represent agricultural interests. Mr. DeGabriele opined that it
4 would be informative as time goes on to learn more from Sonoma County Water Agency about the
5 GSA formation plans in Sonoma County. He noted that he will ask that they make a presentation to
6 the District in the future.

7 Executive Summary - LAFCO

8 Mr. DeGabriele reminded the Board that at the last meeting the Board received a copy of the
9 Executive Summary of the LAFCO Water Study. He stated that he is preparing comments on the
10 study now, but is not certain he will have them available for the next meeting for Board review. He
11 advised the Board that he is coordinating the comments with the other agencies addressed in the
12 study so that may delay the comment submittal and that he has also scheduled a meeting on
13 September 24th with the LAFCO Executive Officer to discuss the report and the recommended
14 consideration of expanding the District's sphere of influence into Sonoma County and in West Marin,
15 where we now have outside service customers.

16 Gallagher Well Supply

17 Mr. DeGabriele informed the Board that in West Marin the District continues to use the
18 Gallagher Well supply but has determined that this year the Park Gage continually records flow
19 above the minimum 8cfs, yet the Gallagher Gage is below that amount. He noted that there is other
20 water entering the watershed from San Geronimo Creek but it is a very small amount, so most but
21 not all of the Lagunitas Creek stream flow is being released by Marin Municipal Water District. He
22 stated that staff believes that the reach of stream between the Park and the Gallagher Gage was a
23 contributing reach, so the District is not certain if in fact water is being lost to the groundwater,
24 someone else is diverting it or if the Gallagher Well operation is depleting the stream flow. Mr.
25 DeGabriele stated that the District may have to purchase water from MMWD for release to make
26 certain that the District does not violate water right provisions.

27 Out Of the Office

28 Mr. DeGabriele informed the Board that he will be on vacation from August 19th to August
29 28th and Mr. McIntyre will be Acting General Manager.

1 Mirabel Fish Passage Tour

2 Mr. DeGabriele reminded the Board that the Mirabel Fish Passage Tour and Water
3 Education Building Dedication is next Wednesday and to make reservations with Ann DuBay at
4 Sonoma County Water Agency if a Board member wishes to attend.

5 Prop 1 Funding

6 Mr. DeGabriele advised the Board that Division of Water Rights announced last week that
7 \$30M in Prop 1 money will be available for turf removal and toilet replacement rebates. He stated
8 that the District's customers will be eligible and staff has posted that notice on Facebook. He
9 advised the Board that the District is trying to coordinate a press release with Sonoma Marin Saving
10 Water Partnership or Marin Municipal to get the word out sooner, rather than waiting for the Fall
11 Waterline newsletter.

12 **OPEN TIME**

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

15 **STAFF/DIRECTORS REPORTS**

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

18 Robert Clark advised the Board that there was a fire in the pump motor at the Kastania
19 Pump Station. He informed the Board that a second pump is available and Sonoma County Water
20 Agency is working on getting the control system online. He stated that the Aqueduct Energy
21 Efficiency Project is now full of water and should be on line also negating the need for Kastania
22 Pump Station operation. Mr. Clark advised the Board that in the next few days the District will know
23 whether SCWA will get the second pump on line and that currently both the District and MMWD
24 water delivery needs are being met from SCWA via gravity flow conditions.

25 Mr. Clark advised the Board that staff is contemplating going to 4 day/week residential
26 Recycled Water fill station schedule and that last week the District distributed 21,000 gallons at the
27 fill station.

28 Mr. McIntyre advised the Board that he and Director Schoonover will participate in the North
29 Bay Water Reuse Authority Congressional Staff tour stop on August 20th at Hamilton Field.

30 Mrs. Young informed the Board to save October 1st at 10am for the Aqueduct Energy
31 Efficiency Project dedication to be held at Olompali State Park.

1 **MONTHLY PROGRESS REPORT**

2 Mr. DeGabriele provided the Board with the July Monthly Progress Report and stated that
3 water production was down 21% compared to one year ago and the customers have done a great
4 job conserving. He advised the Board that in West Marin water production is down 23% compared
5 to one year ago and Stafford Treatment Plant is producing good quality water. Mr. DeGabriele
6 informed the Board that Recycled Water is down from a year ago and the District is encouraging
7 recycled water users to use as much water as possible. He advised the Board that water storage in
8 Lake Sonoma is at 78% capacity, Lake Mendocino is at 60% capacity and Stafford Lake has
9 approximately 2,100AF.

10 Mr. DeGabriele advised the Board that there were 26 service line replacements in July and
11 that the District crews have been very busy repairing leaks and breaks. He stated that high bill
12 complaints are down compared to one year ago due to conservation and that there were several
13 water quality complaints regarding metals in the water in Zone 1. He noted that the treatment plant
14 was struggling to oxidize manganese at the treatment plant and the issues were resolved.

15 Director Rodoni requested that Mr. Bentley look at the budget implication of reduced water
16 consumption and inform the Board of the projected revenue shortfall and also requested to look at
17 the pros and cons of monthly billing.

18 Mr. Bentley provided the Board with the Monthly Report of Investments for July. He stated
19 that the bank has a cash balance of \$11.9M and the average weighed portfolio is 0.58%.

20 **CONSENT CALENDAR**

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

23 AYES: Director Baker, Fraites, Petterle, Rodoni and Schoonover

24 NOES: None

25 **ACWA REGION 1 BOARD ELECTION**

26 The Board authorized the General Manager to concur with ACWA Region 1 Nominating
27 Committee's recommended slate and sign the ACWA Region 1 Board Ballot. The District's David
28 Bentley is a recommended candidate for the ACWA Region 1 Board.

29 **REQUEST OUT-OF-STATE TRAVEL FOR STACIE GOODPASTER**

30 The Board authorized Stacie Goodpaster to travel out of state to attend the AWWA spring
31 conference in Las Vegas, Nevada from October 25th through the 29th.

1 **RMC WATER AND ENVIRONMENT – CONSULTING SERVICES AGREEMENT**

2 The Board authorized the General Manager to execute a General Consulting Services
3 Agreement between NMWD and RMC Water and Environment (RMC) with a not-to-exceed limit of
4 \$50,000. The agreement is for RMC to provide outsourcing support for engineering services to
5 assist staff with the District workload related to the Central Service Area Recycled Water Expansion
6 Project.

7 **CALTRANS EASEMENT AGREEMENT (MAJAUSKAS) – REPLACEMENT EASEMENTS FOR**
8 **NEW AEEP REACH C-D AQUEDUCT ALIGNMENT**

9 The Board approved the agreement and authorized the General Manager to execute said
10 agreement with Majauskas, relinquishing a portion of its existing 1962 aqueduct easement and
11 obtaining an in lieu replacement easement with virtually identical terms and conditions.

12 **ACTION CALENDAR**

13 **REVIEW REGULATION 4 – MULTIPLE SERVICE AND MULTI-FAMILY METERING**

14 Mr. DeGabriele advised the Board that he has received several inquiries from Novato
15 customers about the District's policy regarding master-metering for apartment complexes as
16 opposed to individual meters for each apartment unit and questioned the equity of that practice
17 when compared to the cost for metering single-family homes and/or single-family homes with
18 accessory dwelling units. He noted that because of these inquiries staff has reviewed Regulation 4 –
19 Multiple Service and Multi-Family Metering. Mr. DeGabriele provided an overview of the District
20 policy and stated that there were minor technical corrections needed to Regulation 4. He provided
21 the Board with a comparison chart showing water use for single family dwelling units in Novato
22 compared to both apartments in Novato and to Millworks. He stated that it showed that typical
23 Novato apartments use approximately 48% of typical single-family residential consumption and
24 Millworks apartments use approximately 49% of Novato apartments, reflecting the water
25 conservation features required to be install in the Millworks development.

26 Mr. DeGabriele believes that the District practice of multi-family is effective and the
27 connection fees are charged fairly. He noted that if the apartments were individually metered there
28 would be increased maintenance and replacement costs.

29 Mr. DeGabriele advised the Board that staff is only recommending minor clean up changes
30 be considered by the Board to Regulation 4.

31 There was a discussion on EDU's in apartment buildings.

1 Director Fraites questioned the communication between the manager and the apartment
2 dweller. Mr. DeGabriele stated that the District's relationship is with the property manager or the
3 person who pays the bill.

4 Toni Shroyer questioned the legality of the District's practices and connection fee
5 calculations. She asked that apartments and Millworks be compared to townhomes and
6 condominiums not to single family residents. She asked that the Board not act on the Regulation 4
7 changes today and continue this discussion to a future meeting. Ms. Shroyer stated that she
8 believes that Facilities Reserve Charges (FRC) for Additional Dwelling Units (ADU) are excessive
9 and wants the same charges as the West Marin FRC. She requested the FRC for her ADU and all
10 future ADUs be reduced by \$1,000.

11 There was a lengthy discussion about connection fees in West Marin versus Novato.

12 Director Rodoni stated that this discussion was not relevant to the agenda item and that staff
13 is recommending minor technical corrections and if requested to do so, the Board could revisit this
14 Regulation.

15 Director Petterle asked Mr. DeGabriele respond to Ms. Shroyer's comments.

16 Mr. DeGabriele advised the Board that the District's approach in establishing connections
17 fees and metering has been around the since before he started at the District 24 years ago. He
18 stated that West Marin is entirely separate water system, including budgets, charges etc and should
19 not be compared to Novato. He advised the Board that he provided a chart to Ms. Shroyer regarding
20 the Millworks apartments and Warner Creek. Mr. DeGabriele reminded the Board that the FRC was
21 higher a year ago and that the District lowered it to \$10,000 at the request of the City of Novato.

22 On motion of Director Rodoni, seconded by Director Schoonover, the Board approved the
23 minor technical changes to Regulation 4 and adopted Resolution 15-17 entitled: "Amending
24 Regulation 4- Multiple Service And Multi-Family Metering" by the following vote:

25 AYES: Director Baker, Fraites, Petterle, Rodoni and Schoonover

26 NOES: None

27 Mr. and Ms. Shroyer left the meeting.

28 **REVISE EQUIVALENT DWELLING FACTOR USED IN REGULATION 1**

29 Mr. Bentley provided the definition of an EDU and discussed the basic connection fees for
30 water consumption of a single family home. He stated that the existing EDU parameter for Novato
31 water is 636 gallons per day. He provided a chart which showed the average-day peak-month

1 demand in Novato in each of the past 10 fiscal years, for both the average and the median
2 residential customer. He noted that the 10-year average of the means is 593 gpd and the 10-year
3 average of the medians is 496 gpd, which rounds to 500gpd. Mr. Bentley stated that in West Marin
4 the current EDU parameter is 295 gallons per day but when compared to a chart the 10-year
5 average median is 270 gpd.

6 Mr. Bentley advised the Board that staff recommends moving to median use because the
7 average is significantly higher than the median because the average includes homes that have
8 significantly higher water use than that of a typical single-family home.

9 Director Rodoni suggested that the District consider allocation of EDUs for residential
10 projects similar to water duty calculations developed for commercial projects, especially for
11 apartments. He suggested that for bigger homes more than 1 EDU be charged.

12 Mr. Bentley reminded the Board the District's tier rate is based on collecting additional
13 connection fees over time for large residential water users.

14 Mr. DeGabriele suggested the District look at the commodity rate structure, talk to other
15 agencies and legal counsel.

16 Director Petterle asked that staff explore Director Rodoni's proposal further in the future.

17 On motion of Director Petterle, seconded by Director Fraites, the Board defined the average-
18 day peak-month EDU parameter as the average of the typical (median) single-family detached home
19 residential demand over the past 10-years, rounded to the nearest 10 gpd and Revised Regulation 1
20 to reduce the EDU parameter for Novato Water from 636 to 500 gpd, and reduce the EDU
21 parameter for the West Marin Water from 295 to 270 gpd, effective for all new applications for
22 service received after August 18, 2015, and adopted Resolution 15-18 entitled: " Amending
23 Regulation 1 – New Service Connections" by the following vote:

24 AYES: Director Baker, Fraites, Petterle, Rodoni and Schoonover

25 NOES: None

26 **CONSENT FOR ANNEXATION TO NMWD – 35 OCEAN VIEW AVE.**

27 Mr. McIntyre advised the Board that Chris Pack was in the audience tonight regarding his
28 application to the District for consent to annex into the Dillon Beach service territory at 35 Ocean
29 View Ave. He stated that the owner is undertaking a remodel of the residence including the possible
30 addition of approximately 300 sq/ft of living space. He advised the Board that the 0.08 acre parcel
31 was formed by merging two adjacent parcels fronting Ocean View Ave and the other fronting Park
32 Ave. He noted that Marin LAFCO is the lead agency for the territorial boundary annexation and the

1 District must declare its consent for the boundary change. Mr. McIntyre stated that once approved
2 by LAFCO, staff will process an Oceana Marin Improvement District Annexation request for Board
3 approval. He informed the Board that the parcel can be served by an existing gravity sewer main on
4 Ocean View Ave and is identified as one of the six remaining parcels that can be considered for
5 annexation.

6 Mr. Pack provided a narrative with references to how the Marin County Local Coastal
7 Program, and Dillon Beach Community Plans discuss affordable housing and additional dwelling
8 units. He advised the Board that he desires to have the flexibility to include sewer service for any
9 future second unit constructed above the existing garage fronting Park Ave.

10 Mr. McIntyre advised the Board that staff recommends that no future dwelling units on the
11 parcel be provided sewerage service by the District.

12 On motion of Director Schoonover, seconded by Director Petterle, the Board declared its
13 consent with the requested annexation and service to the subject parcel subject to LAFCO approval
14 of the territorial boundary annexation and pursuant to District regulations including payment of all
15 charges for annexation and service by the following vote:

16 AYES: Director Baker, Fraites, Petterle, Rodoni and Schoonover

17 NOES: None

18 Mr. Pack left the meeting.

19 **WATER DAMAGE CLAIM SETTLEMENT – 329 GRANDVIEW**

20 Mr. Bentley reminded the Board of the water damage at 329 Grandview caused by the break
21 of the polybutylene service line. He stated that staff contacted DB Claims, the District's Risk
22 Manager and put them in contact with Miller Pacific Engineering in Novato, who was tasked with
23 assessing the integrity of the driveway foundation and managing the repair and cleanup of the
24 property. He noted that the work was scheduled to be completed on August 7th and that staff is
25 requesting \$25,000 to make the payments to all parties involved.

26 On motion of Director Petterle, seconded by Director Schoonover, the Board authorized the
27 Auditor-Controller to settle the claim with the customer at 329 Grandview and pay DB Claims and
28 Miller Pacific for their services, with a total estimate of \$25,000 by the following vote:

29 AYES: Director Baker, Fraites, Petterle, Rodoni and Schoonover

30 NOES: None

1 **AEEP REACHES A-D/MSN B3 PROJECT: APPROVE CONSTRUCTION CONTINGENCY**
2 **CEILING INCREASE**

3 Mr. McIntyre reminded the Board of the approved contract to Ghilotti Construction for the
4 Aqueduct Energy Efficiency Project back in February 2014 with a construction contingency of 5%.
5 He noted that in November 2014, the Board approved an increase in the contingency ceiling to 10%.
6 He provided the Board with a letter from the District's Construction Manager, Vali Cooper &
7 Associates, which states that they expect that additional change orders will exceed the 10%
8 authorization limit within the next couple of months and recommends increasing the construction
9 contingency from 10% to 15%. Mr. McIntyre informed the Board that construction change orders are
10 primarily due to increased costs associated with delayed CalTrans construction work highway
11 relocation. He stated that approximately 80% of the contingency will be reimbursed by CalTrans.

12 On motion of Director Petterle, seconded by Director Fraites, the Board approved a
13 construction contingency cost ceiling increase from \$1,230,000 to \$1,845,000 (15%) by the following
14 vote:

15 AYES: Director Baker, Fraites, Petterle, Rodoni and Schoonover

16 NOES: None

17 **MISCELLANEOUS**

18 The Board received the following miscellaneous items: Disbursements, Scrap Metal
19 Receipts, Picture of Recycled Water at Sinaloa Middle School, and Special Districts Nomination
20 Results.

21 The Board also received the following news articles: Marin hits conservation goals for
22 second straight month, Wastewater treatment process remove some pharmaceuticals, Close to
23 Home: taking the lead on water conservation, Region 1 Forum Focuses on Marin Water
24 Management, Activists see Sonoma County winegrowers' proposed bill as a 'water grab' and Bike
25 park set to open.

26 The Board received the following miscellaneous item at the Board meeting: Robert Ortiz
27 Valentine's Obituary and the following news article: Novato fire board president resigns amid
28 allegation of ethic violations.

29 President Baker recognized the obituary of Bob Valentine a real gentleman in the local
30 construction industry, a concrete construction specialist and contractor on the District's Amaroli Tank
31 project.

1 **CLOSED SESSION**

2 President Baker adjourned the Board into closed session at 8:53 p.m. in accordance with
3 Government Code Sections 54954.5 and 54956.9(a) for Conference with Legal Counsel- Venegas
4 Claim (Case 1502779) – Pending Litigation and in accordance with Government Code Section
5 54957 for Public Employee Performance Evaluation (One), Title: General Manager.

6 **OPEN SESSION**

7 Upon returning to regular session at 9:18 p.m., President Baker stated that during the closed
8 session the Board had discussed the issue and no reportable action had been taken.

9 **ADJOURNMENT**

10 President Baker adjourned the meeting at 9:19 p.m.

11 Submitted by
12
13

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15 Katie Young
16 District Secretary
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MEMORANDUM

To: Board of Directors August 28, 2015
From: Drew McIntyre, AGM/Chief Engineer 
Subject: Approval for Out-of-State Travel to Attend CA-NV AWWA Fall 2015 Conference
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RECOMMENDED ACTION: Approve out-of-state travel for the AGM/Chief Engineer to Attend CA-NV AWWA Fall 2015 Conference.

FINANCIAL IMPACT: \$1,700 (included in FY15 Engineering Dept. Budget)


This year's California-Nevada AWWA Annual Fall Conference will be held on October 25-29, 2015, in Las Vegas, Nevada. The conference will be covering a variety of emerging and timely issues regarding emergency planning, pipeline rehabilitation, water tank rehabilitation, material performance, large meter replacement programs, residential fire service applications and asset management programs. These conferences also offer excellent opportunities for networking with some of the key people in the water industry, as well as developing relationships with our counterparts in other water agencies.

I have been active in the CA-NV AWWA Section for over eleven years serving in various leadership roles including chair of the Pipeline Rehabilitation Committee and Water Distribution Division Chair. Most recently, I am in my first year as Board Trustee. This governing board position has a three year term. As a trustee, I am charged with participating in establishing policies of the Section, overseeing execution of Section activities and serving as a liaison to the Division Chairs. In addition to attending the annual fall and spring conferences, the position of Trustee also requires attendance of one or two additional Section Board meetings each year.

Expenses for conference attendance are included in the FY15 Engineering Department budget for meetings and training. Cost to the District is expected to be approximately \$1,700; this includes registration, hotel, travel, etc.

RECOMMENDATION

Approve out-of-state travel for the AGM/Chief Engineer to Attend CA-NV AWWA Fall 2015 Conference.

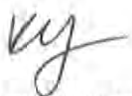
Approved by GM 
Date 8/28/2015

6

MEMORANDUM

To: Board of Directors

August 28, 2015

From: Katie Young, District Secretary 

Subject: AEEP Dedication

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RECOMMENDED ACTION: Approve Budget for AEEP Dedication**FINANCIAL IMPACT:** \$3,100

October 1st is the date set for the Aqueduct Energy Efficiency Project Dedication at Olompali State Park and attached is a preliminary budget. The date and time will be announced in special invitations which will be mailed to all that were associated with the project, local politicians, governmental agencies, associations and organizations that the District is associated with.

The dedication is still in the planning stage, but there will be a formal dedication, visual displays of the project, and refreshments (bagels, coffee cake, coffee, tea and water). Your comments and ideas are welcome.

Recommendation

Approve \$3,100 budget for the AEEP Dedication.

Approved by GM CDDate 8/28/2015

Budget for AEEP Dedication - October 1, 2015 @ 10am approx. 110 people						
Item	Price	Unit	Quantity	Total	Comments	Vendor
Rental Fee - Olompali	\$300.00	ea	1	\$300.00		
Parking Passes	\$8.00	ea	50	\$400.00	this is estimated at 50 total cars	
Visual Display				\$500.00	photos, easels etc	
Baked Goods				\$200.00		
Refreshments				\$500.00	includes paper products/ coffee and tea rentals	Costco/Starbucks/Big 4 Rents
Rental of Tables	\$11.00	ea	4	\$44.00		Big 4 Rents
Rental of Chairs	\$3.00	ea	110	\$330.00		Big 4 Rents
Rental of Sound System/Podium				\$71.00		Big 4 Rents
Printing				\$200.00	Invitations, envelopes, program, other misc.	Staples - produced in house
Postage	\$0.49	ea	200	\$97.00		
Contingency				\$400.00		
			Total	\$3,042.00		

7

MEMORANDUM

To: Board of Directors

Date: August 28, 2015

From: Drew McIntyre, AGM/Chief Engineer 

Subject: Contract for Drafting Services FY15-16 - Aberegg

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RECOMMENDED ACTION: Authorize General Manager to execute a new agreement for drafting services between NMWD and Mr. Aberegg for miscellaneous drafting services

FINANCIAL IMPACT: \$30,000

Attached is an agreement for Michael Aberegg to provide miscellaneous drafting services to help staff meet workload demands. The last contract was approved by the Board at the June 25, 2013 meeting for \$20,000. Since that time, Mr. Aberegg has performed periodic drafting services on an as-needed basis. The determination of whether to use Mr. Aberegg is based upon actual drafting backlog. Since June 2013, Mr. Aberegg has worked on eight District projects, two Developer projects and is currently working on drafting for the Recycled Water Central Service Area project.

A summation of contract billings for Mr. Aberegg for the last five years is provided as follows:

TABLE I


Contract Issuance Year	Billing Year	Total Billings
FY14	FY 14 & 15	\$19,443
FY12	FY12 & 13	\$15,540
FY10	FY10 & 11	\$19,171

A cost breakdown for the \$20,000 FY13-14 contract by task is summarized as follows:

TABLE 2

Starting Contract Amount	\$20,000
Projects (billings to date)	
Atherton Tank Recoat	<\$5,995>
Recycled Water Central Service Area	<\$4,070>
Lynwood Pump Station	<\$1,843>
RW North & South Group 2 Site Retrofits	<\$1,595>
DCA Repair/Replace	<\$1,485>
Sunset Tank CL2 Mixing System	<\$1,485>
Start Up Flushing Connection	<\$825>
Grant/5 th 1" Galvanized Steel	<\$770>
Novato High Cafeteria	<\$715>
San Marin High Cafeteria	<\$358>
MSN B2 Gunn Ln	<\$303>
Remaining Balance on Contract	\$557

The total billings under the FY14 contract are \$19,443 leaving a balance of \$557 the contract.

Approved by GM Date 8/28/2015

RECOMMENDATION

Authorize General Manager to execute a new agreement for drafting services between NMWD and Mr. Aberegg for miscellaneous drafting services with a not-to-exceed limit of \$30,000.

AGREEMENT FOR CONSULTING SERVICES

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

WHEREAS, Consultant is a duly qualified consulting firm, experienced in drafting services and CAD documentation.

WHEREAS, in the judgement of the Board of Directors of the NMWD, it is necessary and desirable to employ the services of the Consultant to provide miscellaneous drafting services.

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

PART A -- SPECIFIC PROVISIONS:

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

- a. The scope of work and fee amount covered by this agreement shall include miscellaneous drafting assistance under District staff supervision. Specific work scope tasks, schedules and estimate of services cost shall be discussed, agreed upon and documented between NMWD and the Consultant prior to beginning any work under this agreement.
- b. The fee for the work shall be \$55 per hour and will include travel time. The hourly rate shall include all other incidental costs such as mileage, supplies, etc. Agreement cost shall not exceed \$30,000 in total without additional Board of Directors' authorization

PART B -- GENERAL PROVISIONS

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

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

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

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

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

4. PROSECUTION OF WORK: The execution of this agreement shall constitute the Consultant's authority to proceed immediately with the performance of this contract. Performance of the services hereunder shall be completed by June 30 2016, provided, however, that if the performance is delayed by earthquake, flood, high water or other Act of God or by strike, lockout or similar labor disturbance, the time for the Consultant's performance of this contract shall be extended by a number of days equal to the number of days the Consultant has been delayed.

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

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

Consultant:
Michael Aberegg
P.O Box 6865
Albany, CA 94706

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

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

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

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

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

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

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

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

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

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

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

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

14. INSURANCE REQUIREMENTS FOR CONSULTANTS

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

Minimum Scope of Insurance

Coverage shall be at least as broad as:

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

Minimum Limits of Insurance

Consultant shall maintain limits no less than:

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

Verification of Coverage

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

Subcontractors

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

Self-Insured Retentions

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

Other Insurance Provisions

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

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

Acceptability of Insurers

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

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

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

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

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

**NORTH MARIN WATER DISTRICT
"NMWD"**

Dated: _____

Chris DeGabriele, General Manager


"CONSULTANT"

Dated: _____

Michael Aberegg

8

MEMORANDUM

To: Board of Directors
From: David L. Bentley, Auditor-Controller 
Subj: Response to Civil Grand Jury Report - COIN
t:\aclword\grand jury\cover memo - response to june 2015 cgj report.docx

August 28, 2015

RECOMMENDED ACTION: Approve**FINANCIAL IMPACT: None at this Time**

On June 17, 2015, the Marin County Civil Grand Jury (CGJ) publicly released its report entitled: *The Need for Labor Negotiation Transparency – Part II*. The report advocates that local public agencies adopt a formal labor negotiation process termed Civic Openness in Negotiations (COIN). The goal is to increase the opportunity for public input into the labor negotiation process of Marin County public agencies. The report (attached) includes three findings and five recommendations, and requests that the District respond to each of the findings and recommendations. A draft response is attached for Board consideration.

In considering the District's response, staff brings three points to your attention:

- The NMWD Board has always been very involved in the District's labor negotiation process and has reviewed detailed financial analysis of the impact of labor agreements prior to their adoption. In particular, the enhancement of retiree benefits, which is the principal concern and impetus of the CGJ report, has been subject to formal outside actuarial analysis and has included multiple public Board meetings prior to adoption.
- The County of Orange adopted COIN, and the Orange County Employee Association challenged the COIN process before the Public Employee Relations Board (PERB). Subsequent to release of the CGJ report, PERB issued a decision in favor of the Employee Association. Until the legal ramifications of adopting the COIN process have been resolved, the safest course for NMWD is to adopt a "wait and see" approach.
- Joe Wiley, the District's employment counsel, opined that the COIN process "is searching for a cure where there is no disease." He believes adoption of the COIN process would slow negotiations (perhaps double the required time) and increase the cost dramatically. He stated that the public will gain no benefit from NMWD adopting the COIN process.

NMWD is a strong advocate of transparency and prides itself on the transparency of its operations. However, for the aforesaid reasons, the staff response to the CGJ is fairly tepid.

Recommendation:

Approve the proposed response to the Civil Grand Report advocating adoption of COIN.

FORM FOR RESPONDING TO GRAND JURY REPORT

Report Title: The Need for Labor Negotiation Transparency – Part II

Report Date: June 12, 2015

Public Release Date: June 17, 2015

Response by: September 17, 2015

FINDINGS

- I (we) agree with the findings numbered: _____
- I (we) disagree wholly or partially with the findings numbered: F1, F2, F3

(Attach a statement specifying any portions of the findings that are disputed; include an explanation of the reasons therefor.)

RECOMMENDATIONS

- Recommendations numbered _____ have been implemented.

(Attach a summary describing the implemented actions.)

- Recommendations numbered R1, R2 (5) have not yet been implemented, but will be implemented in the future.

(Attach a timeframe for the implementation.) 2018

- Recommendations numbered _____ require further analysis.

(Attach an explanation and the scope and parameters of an analysis or study, and a timeframe for the matter to be prepared for discussion by the officer or director of the agency or department being investigated or reviewed, including the governing body of the public agency when applicable. This timeframe shall not exceed six months from the date of publication of the grand jury report.)

- Recommendations numbered R2 (1, 2, 3, 4) will not be implemented because they are not warranted or are not reasonable.

(Attach an explanation.)

Date: _____ Signed: _____

Number of pages attached _____

DRAFT

September 2, 2015

Jack Nixon, Foreperson
Marin County Civil Grand Jury
3501 Civic Center Drive, Room 275
San Rafael, CA 94903

Re: Response to Civil Grand Jury Report: *The Need for Labor Negotiation
Transparency - Part II*

Dear Mr. Nixon:

The North Marin Water District commends the Marin County Civil Grand Jury for its time and effort in promoting responsible and transparent labor negotiations within public agencies. NMWD has traditionally followed many of the labor negotiation practices recommended by the Grand Jury. The District Board has always been keenly involved in the labor negotiation process – as they have in all aspects of District operations. Those familiar with the District know that the Board's attention to fiscal responsibility borders on the legendary. North Marin Water District is not your typical government agency. The District is a small straight-forward operation and has no union. Detailed fiscal analysis of negotiated changes in hours, wages and working conditions has always been carefully reviewed before being approved by the Board. Actuarial analysis of the full cost of retiree benefits has been an integral part of the labor negotiation process. In 1998 the Board began using an independent labor negotiator. The Board follows a collaborative approach to labor negotiations, which we believe best serves the communities that we serve.

Accordingly, following are the District's responses to the findings and recommendations in the referenced report that NMWD was invited to respond to.

- F1 The residents of Marin County pay taxes to support decisions made by the Board of Directors of Special Districts; however these residents have minimal opportunity to provide input into labor negotiations.

North Marin Water District customers do not pay taxes to the District. Individual customers receiving water service pay a charge based primarily upon the volume of water consumed. District directors are elected at large by all registered voters residing within NMWD's service territory. NMWD holds semi-monthly public meetings wherein the general public is invited to attend, and all in attendance are invited to provide input on any subject relevant to the purview of the District, including labor negotiations.

- F2. The COIN process can be implemented without affecting the manner in which tentative agreements are negotiated but which nevertheless will ensure public awareness of the terms and cost of those agreements in advance of their being adopted.

NMWD believes that the COIN process would prolong the labor negotiation process and significantly increase the labor negotiation cost. Experienced labor negotiators understand that the negotiation process involves much

back and forth, give and take, empathizing with each party's goals, probing and brainstorming for creative alternatives. Proposals are put forth, modified (often modified multiple times), rejected, reconsidered in light of movement on another item of negotiation, and sometimes agreed to in concept subject to agreement in another area, until finally a tentative agreement is reached on a particular item of concern. The negotiators then move on to the next item being proposed and the process repeats itself. In the past, NMWD has sometimes used an independent lead negotiator, and sometimes not, as the Board deemed appropriate. NMWD employees do not belong to a formal labor union, but represent themselves in a collaborative approach to negotiations. The District has even experimented with using a professional labor mediator to represent both the Board and employees. Use of an independent lead negotiator adds to the cost of the labor agreement. NMWD has never used an independent auditor to calculate the fiscal impact of each proposal and counter-proposal put forth by employees or the Board, but instead calculates those fiscal impacts with its own non-represented professional financial staff. Use of an independent auditor to calculate the fiscal impact of each proposal introduced, considered or rejected, then posting that fiscal impact to the District's website, would certainly slow down the process, as typically most items proposed are rejected. Calculating and posting the fiscal impacts of rejected proposals would only serve to confuse the fiscal impact of the agreement ultimately reached, rather than clarify it. The public deserves to know the cost of a proposed labor agreement. It seems counterproductive to provide the fiscal impact of proposals that are irrelevant to the agreement proposed for adoption.

- F3. The COIN process mandates transparency in government decision-making, allowing residents to be informed and to participate in public discussion of how their tax dollars are spent.

NMWD agrees that placing the final tentative labor agreement on two consecutive public meeting agendas, along with a detailed fiscal analysis of the proposed agreement, would allow more time for customers to become informed and to provide thoughtful input into the discussion of how their water service charges are spent.

- R1. The Special Districts listed as Respondents adopt and implement a COIN ordinance prior to June 1, 2016, or prior to the next round of negotiations, whichever comes earlier.

NMWD is aware that the COIN process is undergoing legal challenge. Once the legal challenges are resolved, the parameters of a legally defensible policy will be clarified. Once clarified, the Board agrees to adopt and implement a resolution adopting a policy of Civic Openness in Labor Contract Negotiations prior to its next round of negotiations, which is scheduled to occur in 2018.

- R2. The Special Districts listed as Respondents adopt and implement a COIN ordinance which includes, but is not limited to the following:

1. Hire an independent, experienced Lead Negotiator to negotiate all labor agreements.

The Board agrees to utilize an independent Lead Negotiator to negotiate labor agreements when it deems appropriate.

2. Hire an independent auditor to determine the fiscal impact of each provision in the current contract, and make this analysis available for public review.

The Board agrees to hire an independent auditor to determine the fiscal impact of each provision of the tentative labor agreement when circumstances deem it appropriate.

3. Make public each proposal, after it is accepted or rejected by either Party, and publicly verify the costs of that accepted or rejected proposal by an independent auditor.

The Board agrees to make public the tentative labor agreement and the projected cost of each component of said agreement.

4. Make public seven days prior to a Board or Council meeting the negotiated tentative agreement and the fiscal analysis thereof, which are to be independently verified.

The Board agrees to make public seven days prior to a Board meeting the negotiated tentative agreement and the fiscal analysis thereof.

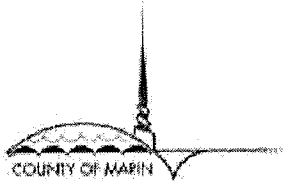
5. After seven days, place the final tentative agreement on the following two consecutive Employer's public meeting agendas: the first meeting is for discussion of the tentative agreement; the second meeting is for a vote by the Employer to approve or disapprove the tentative agreement.

The Board agrees to place the final tentative agreement on two consecutive public meeting agendas: the first meeting to discuss the tentative agreement, and the second meeting to consider a vote by the Board to approve, disapprove or table the tentative agreement for further study and/or analysis.

Sincerely,

Chris DeGabriele
General Manager

c: The Honorable Judge Faye D'Opal, Marin County Superior Court
Steve Kinsey, Supervisor, Marin County Board of Supervisors
Judy Arnold, Supervisor, Marin County Board of Supervisors



Marin County Civil Grand Jury

RECEIVED

JUN 16 2015

North Marin Water District

Date: June 12, 2015

Mr. Jack Baker, President
The Board of Directors
North Marin Water District
PO Box 146
Novato, CA 94948-0146

Re: Grand Jury Report: The Need for Labor Negotiation Transparency – Part II
Report Date: June 12, 2015

Dear Mr. Baker:

Enclosed please find an *advance copy* of the above report. Please note that Penal Code Section 933.05(f) specifically prohibits any disclosure of the contents of this report by a public agency or its officers or governing body prior to its release to the public, which will occur on June 17, 2015.

The Grand Jury requests that you respond in writing to the Findings and Recommendations contained in the report pursuant to Penal Code Section 933.05 (copy enclosed). The Penal Code is specific as to the format of responses. The enclosed *Response to Grand Jury Report Form* is provided for your use.

Governing bodies should be aware that the comment or response from the governing body must be conducted in accordance with Penal Code section 933 (c) and is subject to the notice, agenda, and open meeting requirements of the Ralph M. Brown Act. The Brown Act requires that any action of a public entity governing board occur only at a noticed meeting for which an agenda has been provided.

The Penal Code is also specific about the deadline for responses. You are required to submit your response to the following recipients within 90 days of the report date:

- 1 hard copy to: The Honorable Judge Faye D'Opal
Marin County Superior Court
P.O. Box 4988
San Rafael, CA 94913-4988
- 1 hard copy to: Foreperson
Marin County Grand Jury
3501 Civic Center Drive, Room #275
San Rafael, CA 94903

Responses are public records. The clerk of the public agency affected must maintain a copy of your response. Should you have any questions, please contact me as 415 518-3183(c), nixongrand@gmail.com, or at the above address.

Sincerely,


Jack Nixon, Foreperson
2014-2015 Marin County Civil Grand Jury

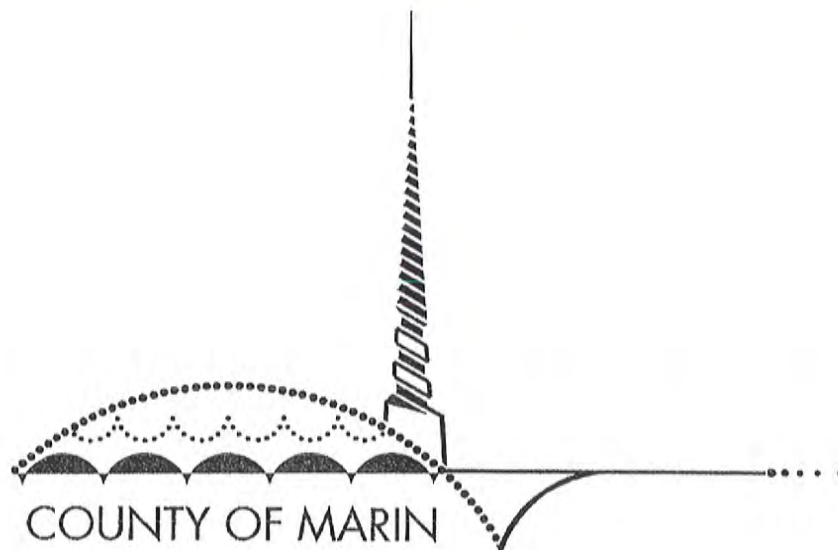
3501 Civic Center Drive, Room 275, San Rafael, CA 94903 Tel. 415-499-6132

2014/2015 MARIN COUNTY CIVIL GRAND JURY

The Need for Labor Negotiation Transparency – Part II

Report Date: June 12, 2015

Public Release Date: June 17, 2015





Marin County Civil Grand Jury

The Need for Labor Negotiation Transparency – Part II

SUMMARY

During the 2014-2015 Marin County Grand Jury investigation leading to its 2015 report, *Pension Enhancements: A Case of Government Code Violations and A Lack of Transparency*, the Grand Jury learned that negotiations between Marin County, the cities and towns therein, Special Districts and their respective unions (hereafter collectively referred to as the “Parties”) are conducted in private, without transparency, and removed from the scrutiny of the Marin community. Although Marin County residents pay taxes to support decisions made by the Marin County Board of Supervisors (BOS) and the City and Town Councils and Special Districts, (hereafter collectively referred to as “Employer(s)”), there are numerous times when no transparency into the background of those decisions is made to the public.

The Grand Jury learned that the public is notified of a negotiated tentative labor agreement only when the agenda, which schedules consideration of the agreement, is posted—some three to four days prior to the Employers' public meetings. This is also the meeting at which the Employers vote to approve or disapprove the agreement. Prior to the agenda posting, little or no detailed information is made public about the terms of the tentative agreement or what it will cost. Without this information, there is no full public disclosure of the terms and cost of an agreement during the negotiation process and prior to its being voted upon. With no transparency, the public is excluded from input until it is too late for a reasoned public dialogue.

During its investigation, the Grand Jury also learned that various California cities and Orange County adopted a formal negotiation process, Civic Openness In Negotiations (COIN), which allows for community review of not only what is being negotiated, but also what a tentative agreement will cost to implement. One key element of the COIN process is the stipulation that the Employer hire an experienced, independent Lead Negotiator for all negotiations. This requirement precludes any city or county employee from negotiating terms that may benefit that employee, thus avoiding any conflict of interest.

The common elements of the COIN process are as follows:

1. The Employer hire an experienced, independent Lead Negotiator for all negotiation of wages, hours, and terms and conditions of employment.

2. The Employer hire an independent auditor to assess the fiscal impacts of each provision in the current labor contract. This fiscal impact is made available for public study.
3. After each proposal is accepted or rejected by either of the Parties, it is publicly disclosed (generally on the Employer's website). The costs for the implementation of the proposal are verified by an independent auditor and also publicly disclosed.
4. Seven days prior to the Employer's public meeting, the final tentative agreement is made public (generally on the Employer's website), including all associated costs, which are independently verified.
5. After seven days, the final tentative agreement is placed on two consecutive Employer's public meeting agendas: at the first meeting, the agreement is a discussion item; at the second meeting, the Employer votes on the agreement.

The Grand Jury recommends that the Employers adopt an ordinance implementing the COIN process to ensure transparency and prior public review of all proposals and final tentative labor agreements.

BACKGROUND

During the 2014-2015 Marin County Grand Jury investigation leading to the 2015 Grand Jury report, *Pension Enhancements: A Case of Government Code Violations and A Lack of Transparency*, the Grand Jury learned that labor negotiations in Marin County and the cities and towns therein are conducted without transparency, and are thereby removed from the scrutiny of the community. During this time, the Grand Jury also learned that various California cities and Orange County had adopted a transparent negotiation process, Civic Openness in Negotiations (COIN), which allows for community review of tentative proposals being negotiated and also what those proposals will cost if accepted or rejected. As a result, the Grand Jury decided to investigate whether a more transparent negotiation process might be appropriate for Marin County and its cities and towns.

APPROACH

The Grand Jury interviewed representatives of the Orange County Management of Government Affairs, various Marin County officials directly involved with labor contract negotiations, and officials from Costa Mesa who are engaged in the implementation of COIN. Orange County and Costa Mesa COIN ordinances were reviewed along with numerous websites of various cities and counties involved in the use of COIN. Additionally, Grand Jury members attended multiple Marin County Board of Supervisors meetings at which the public brought COIN to the attention of the Board of Supervisors. Grand Jury members also attended the April 28, 2015, BOS meeting where COIN was agendized for discussion; they later viewed the video of the meeting and read the staff report relating to COIN as presented at that meeting.

1 **DISCUSSION**

2
3 **The Need for Civic Openness in Labor Contract Negotiations (COIN)**

4
5 Although Marin County residents pay taxes to fund decisions made by the Marin County
6 Board of Supervisors and the City and Town Councils and Special Districts, often there is
7 no transparency into the background of those decisions. One specific area that lacks
8 transparency is labor negotiations between the Parties. In general, the public is notified
9 of the Parties' tentative agreements only three to four days prior to the Employers' public
10 vote; it is only then that the meeting agenda is posted for public view. Prior to the agenda
11 posting, little or no detailed information is made public about the terms of the tentative
12 agreement or what it will cost. In sum, there is no transparency before the vote on the
13 tentative agreement.
14

15 This short time period (three to four days) gives the residents of Marin little time to
16 review the tentative agreement in order to provide input at an Employers' public
17 meeting—the meeting at which the tentative agreement is presented for approval.
18 Furthermore, the public receives no information regarding any proposal made by either
19 Party or the associated costs of those proposals, which leads to the question: *What should*
20 *be disclosed to the residents of Marin and when?*

21 **COIN Started in Costa Mesa**

22 The Grand Jury learned that a newly elected Costa Mesa City Council had discovered the
23 financial strain placed on their city by their unfunded pension liabilities. This discovery,
24 coupled with the realization that opaque labor negotiations had created an environment
25 devoid of public oversight, review or input, motivated the Council to adopt a more
26 transparent process for all labor negotiations. Accordingly, the City of Costa Mesa
27 adopted a COIN ordinance in September of 2012, the first municipality in California to
28 do so.

29 Subsequently, Beverly Hills, Fullerton and Rancho Palos Verdes also adopted variations
30 of COIN, as did Orange County (Appendix A)¹. For all these entities, the principal
31 objective of the COIN process is to allow the public to review and to provide input during
32 negotiations. One person interviewed stated, "...it occurred to the Council that the
33 public's full understanding of what they are being asked to pay for is good governance."

34 Learning this, the Grand Jury investigated various existing COIN ordinances and
35 procedures to determine what the COIN process might mean for Marin County and its
36 cities and towns.
37

¹ Orange County Employee Association has made an unfair practice charge to the Public Employment Relations Board concerning how COIN was adopted, not the implementation of COIN. This is not yet resolved.

1 **What COIN Is: Key Components**

2 The common elements of the COIN process are as follows:

- 3 1. The Employer hire an experienced, independent Lead Negotiator for all
4 negotiation on wages, hours, and terms and conditions of employment. This
5 requirement precludes having a city or county employee negotiate terms of an
6 agreement that could directly benefit such employee.
- 7 2. The Employer hire an independent auditor to assess the fiscal impacts of each
8 provision in the current labor contract. This fiscal impact is made available for
9 public study.
- 10 3. Labor contract negotiations begin.
- 11 4. After each proposal is accepted or rejected by either Party to the negotiation,
12 the proposal is publicly disclosed (generally on the Employer's website). The
13 long-term and short-term costs of the proposal are verified by an independent
14 auditor and also publicly disclosed.
- 15 5. Negotiations conclude with a final tentative agreement.
- 16 6. Seven days prior to the Employer's public meeting, the final tentative
17 agreement is made public (generally on the Employers' website), including all
18 associated costs that are independently verified.
- 19 7. Following these seven days, the final tentative agreement is placed on the
20 following two consecutive Employer's public meeting agendas: at the first
21 meeting, the tentative agreement is a discussion item; at the second meeting,
22 the Employer(s) vote on the tentative agreement.

23 The above process is used in a number of municipalities. For more details see Appendix
24 A.

25 **What COIN Is Not: Misconceptions**

26 The Grand Jury learned that there are many misconceptions about the COIN process, as
27 follows:

28 *Misconception #1: The public negotiates.*

29 COIN does NOT involve the public in actual negotiations, **nor does it disclose what**
30 **occurs at the negotiation table.** Fair-minded taxpayers recognize that such an attempt
31 would lead to an unproductive bargaining environment at best and would likely evolve
32 into intractable positions by both sides that would prevent a constructive outcome.

33

1 *Misconception #2: Negotiations are held open for public observation.*

2 In none of the cities or Orange County are COIN negotiations open for public view or
3 public participation. Negotiations occur in private, but the decisions on proposals are
4 made available for public review.

5 *Misconception #3: COIN slows down the negotiation process.*

6 The Grand Jury has learned that, during the first round of negotiations using the COIN
7 process, there is a learning curve, since COIN provides a new framework within which to
8 operate. However, after learning the new process, those interviewed noted that
9 negotiations proceeded in a timeframe similar to prior negotiations.

10 *Misconception #4: Not all types of negotiation methods can adapt to the COIN*
11 *processes.*

12 The COIN process is about transparency and not about the negotiation method.
13 Commonly used negotiation practices, such as interest-based or adversarial, can still be
14 the norm while using the COIN process.

15 The COIN process is about the transparency of decisions made during negotiations that
16 lead to a tentative agreement – the agreement that is recommended to the Employer for
17 approval. It is through the COIN process that the public is made aware of the terms and
18 associated costs of tentative agreements well before they are adopted, thereby giving
19 taxpayers opportunity to provide timely public review and input.

20 **FINDINGS**

21 F1. The residents of Marin County pay taxes to support decisions made by the Board of
22 Directors of Special Districts; however these residents have minimal opportunity to
23 provide input into labor negotiations.

24 F2. The COIN process can be implemented without affecting the manner in which
25 tentative agreements are negotiated but which nevertheless will ensure public
26 awareness of the terms and cost of those agreements in advance of their being
27 adopted.

28 F3. The COIN process mandates transparency in government decision-making,
29 allowing residents to be informed and to participate in public discussion of how
30 their tax dollars are spent.

32 **RECOMMENDATIONS**

33 R1. The Special Districts listed as Respondents adopt and implement a COIN
34 ordinance prior to June 1, 2016, or prior to the next round of negotiations,
35 whichever comes earlier.

- 1 R2. The Special Districts listed as Respondents adopt and implement a COIN
2 ordinance which includes, but is not limited to the following:
- 3 1. Hire an independent, experienced Lead Negotiator to negotiate all labor
4 agreements.
 - 5 2. Hire an independent auditor to determine the fiscal impact of each provision in
6 the current contract, and make this analysis available for public review.
 - 7 3. Make public each proposal, after it is accepted or rejected by either Party, and
8 publicly verify the costs of that accepted or rejected proposal by an independent
9 auditor.
 - 10 4. Make public seven days prior to a Board or Council meeting the negotiated
11 tentative agreement and the fiscal analysis thereof, which are to be independently
12 verified.
 - 13 5. After seven days, place the final tentative agreement on the following two
14 consecutive Employer's public meeting agendas: the first meeting is for
15 discussion of the tentative agreement; the second meeting is for a vote by the
16 Employer to approve or disapprove the tentative agreement.
17

18 REQUEST FOR RESPONSES

19 Pursuant to Penal Code section 933.05, the Grand Jury requests responses as follows:

20 From the following governing bodies:

- 21 ■ Golden Gate Bridge, Highway and Transportation District: All Findings and
22 Recommendations.
- 23 ■ Marin Municipal Water District: All Findings and Recommendations.
- 24 ■ North Marin Water District: All Findings and Recommendations.
- 25 ■ Novato Fire Protection District: All Findings and Recommendations.
- 26 ■ Southern Marin Fire Protection District: All Findings and Recommendations.
27

28 The governing bodies indicated above should be aware that the comment or
29 response of the governing body must be conducted subject to the notice, agenda
30 and open meeting requirements of the Ralph M. Brown Act.
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Requirement	Costa Mesa	Beverly Hills	Fullerton	Rancho Palos Verdes	Orange County
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FOR PUBLICATION

20 **APPENDIX A**
21 **Summary of “COIN” Requirements Adopted by City/ County**

The Need For Labor Negotiation Transparency

Applies to all negotiations between the Parties.	Yes	Yes	Must include Salary Changes	Yes	Yes
Independent Negotiator	Yes	Yes	May be Waived by Council	Yes	Yes
Executive Employee Involved in Bargaining	Yes	Yes	Yes	Yes	Yes
Pre-Negotiation Economic Analysis (Baseline)	Yes	Yes	Yes	Yes	Yes
Each Accepted or Rejected Proposal plus the Economic Analysis made public	Yes	Yes	Yes	Yes	Yes
Proposals Verified Independently	Yes	Yes	Yes	May be Waived by Council	Yes
Tentative Agreement an Agenda Item on 2 Meetings Prior to Adoption	Yes	Yes	Yes	Meetings must be 2 Weeks Apart	Yes

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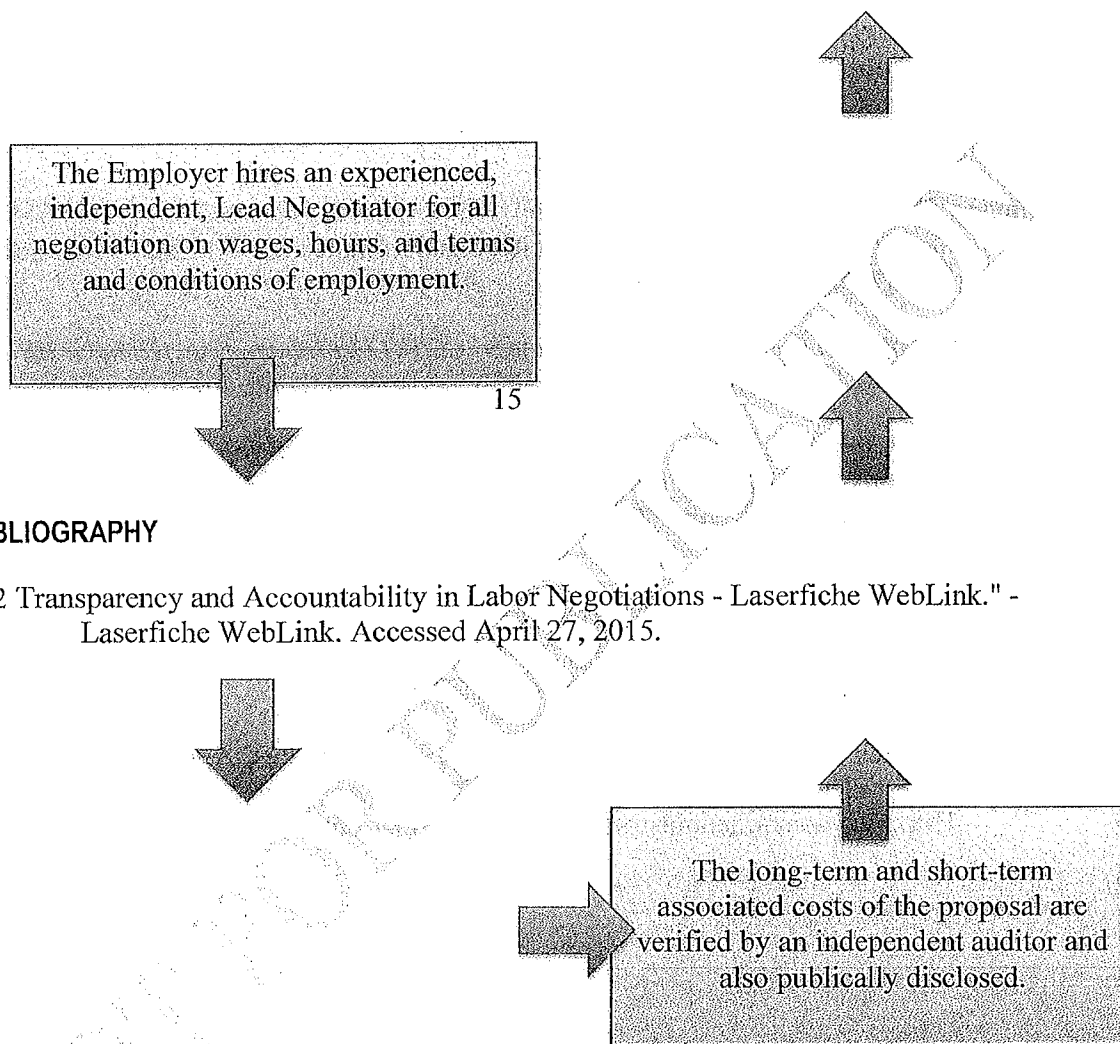
APPENDIX B

June After each proposal is accepted or rejected by either Party it is publically disclosed (generally on the Employers' website).

il Grand

After seven days, the final tentative agreement is placed on the following two consecutive Employers public meeting agendas: meeting one is a discussion item;

THE COIN PROCESS



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FORM FOR RESPONDING TO GRAND JURY REPORT

Report Title: The Need for Labor Negotiation Transparency – Part II

Report Date: June 12, 2015

Public Release Date: June 17, 2015

Response by: September 17, 2015

FINDINGS

- I (we) agree with the findings numbered: _____
- I (we) disagree wholly or partially with the findings numbered: _____
(Attach a statement specifying any portions of the findings that are disputed; include an explanation of the reasons therefor.)

RECOMMENDATIONS

- Recommendations numbered _____ have been implemented.
(Attach a summary describing the implemented actions.)
- Recommendations numbered _____ have not yet been implemented, but will be implemented in the future.
(Attach a timeframe for the implementation.)
- Recommendations numbered _____ require further analysis.
(Attach an explanation and the scope and parameters of an analysis or study, and a timeframe for the matter to be prepared for discussion by the officer or director of the agency or department being investigated or reviewed, including the governing body of the public agency when applicable. This timeframe shall not exceed six months from the date of publication of the grand jury report.)
- Recommendations numbered _____ will not be implemented because they are not warranted or are not reasonable.
(Attach an explanation.)

Date: _____ Signed: _____

Number of pages attached _____

California Penal Code Sections

Penal Code 933 (c) [in part]

No later than 90 days after the grand jury submits a final report on the operations of any public agency subject to its reviewing authority, the governing body of the public agency shall comment to the presiding judge of the superior court on the findings and recommendations pertaining to matters under the control of the governing body, and every elected county officer or agency head for which the grand jury has responsibility pursuant to Section 914.1 shall comment within 60 days to the presiding judge of the superior court, with an information copy sent to the board of supervisors, on the findings and recommendations pertaining to matters under the control of that county officer or agency head and any agency or agencies which that officer or agency head supervises or controls.

Penal Code 933.05

- (a) For purposes of subdivision (b) of Section 933, as to each grand jury finding, the responding person or entity shall indicate one of the following:
 - (1) The respondent agrees with the finding.
 - (2) The respondent disagrees wholly or partially with the finding, in which case the response shall specify the portion of the finding that is disputed and shall include an explanation of the reasons therefore.
- (b) For purposes of subdivision (b) of Section 933, as to each grand jury recommendation, the responding person or entity shall report one of the following actions:
 - (1) The recommendation has been implemented, with a summary regarding the implemented action.
 - (2) The recommendation has not yet been implemented, but will be implemented in the future, with a timeframe for implementation.
 - (3) The recommendation requires further analysis, with an explanation and the scope and parameters of an analysis or study, and a timeframe for the matter to be prepared for discussion by the officer or head of the agency or department being investigated or reviewed, including the governing body of the public agency when applicable. This timeframe shall not exceed six months from the date of publication of the grand jury report.
 - (4) The recommendation will not be implemented because it is not warranted or is not reasonable, with an explanation therefore.
- (c) However, if a finding or recommendation of the grand jury addresses budgetary or personnel matters of a county agency or department headed by an elected officer, both the agency or department head and the board of supervisors shall respond if requested by the grand jury, but the response of the board of supervisors shall address only those budgetary or personnel matters over which it has some decision making authority. The response of the elected agency or department head shall address all aspects of the findings or recommendations affecting his or her agency or department.
- (d) A grand jury may request a subject person or entity to come before the grand jury for the purpose of reading and discussing the findings of the grand jury report that relates to that person or entity in order to verify the accuracy of the findings prior to their release.
- (e) During an investigation, the grand jury shall meet with the subject of that investigation regarding the investigation, unless the court, either on its own determination or upon request of the foreperson of the grand jury, determines that such a meeting would be detrimental.
- (f) A grand jury shall provide to the affected agency a copy of the portion of the grand jury report relating to that person or entity two (2) working days prior to its public release and after the approval of the presiding judge. No officer, agency, department, or governing body of a public agency shall disclose any contents of the report prior to the public release of the final report.

RESPONSES TO GRAND JURY REPORTS SUMMARY OF PENAL CODE 933.05

Penal Code 933.05(F) states the grand jury shall provide to the affected agency a copy of the portion of the grand jury report relating to that person or entity two (2) working days prior to its public release and after the approval of the presiding judge.

Penal Code 933.05 also provides for only two (2) acceptable responses with which agencies and/or departments (respondents) may respond with respect to the **findings** of a Grand Jury report:

1. The respondent agrees with the finding.
2. The respondent disagrees wholly or partially with the findings, ***in which case the respondent shall specific the portion of the finding that is disputed and shall include an explanation of the reasons therefore.***

Penal Code 933.05 provides for only four (4) acceptable responses with which agencies and/or departments (respondents) may respond with in respect to the **recommendations** of the Grand Jury.

1. The recommendation has been implemented, with a summary regarding the implemented action.
2. The recommendation has not yet been implemented, but will be in the future with a timeframe for implementation.
3. The recommendation requires further analysis, with an explanation and the scope and parameters of an analysis, with a timeframe for the matter to be prepared for discussion by the officer or head of the agency/department being investigated or reviewed, including the governing body of the public agency when applicable. ***This timeframe shall not exceed six (6) months from the date of publication of the Grand Jury Report.***
4. The recommendation will not be implemented because it is not warranted or is not reasonable, with a detailed explanation therefore.

However, if a finding and/or recommendation of the Grand Jury addresses **budgetary** or **personnel** matters of a county agency/department head, the Board of Supervisors shall respond if requested by the Grand Jury, but the response of the Board of Supervisors shall address only those budgetary or personnel matters over which it has some decision making authority. The response of the elected agency or department head shall address all aspects of the findings or recommendations affecting his or her agency/department.

Penal Code 933 states that the governing body of the public agency shall respond to the presiding judge within 90 days, and that an elected county officer or agency head shall respond to the presiding judge within 60 days.

9

MEMORANDUM

To: Board of Directors

August 28, 2015

From: Ryan Grisso, Water Conservation Coordinator *RG*

Subject: Water Conservation Year End Report (July 2014 through June 2015)

V:\Memos to Board\Quarterly Reports\Year End Report 14_15\Water Conservation FY 2014_2015 Year End Report.docx

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 2014/2015 (FY 15). The District Water Conservation and Public Outreach Programs are operated according to the Water Conservation Master Plan and 2010 Urban Water Management Plan and are currently compliant with the California Urban Water Conservation Council's Best Management Practices. Water Conservation participation numbers for FY 15 and previous two fiscal years are summarized in Table 1 below.

Table 1: Year End Water Conservation Program Participation (July through June: 2013 -2015)

Program	FY 15	FY 14	FY 13
Water Smart Home Surveys	364	366	177
Water Smart Commercial Surveys	7	5	4
High Efficiency Toilet Rebates (Residential)	352	348	238
High Efficiency Toilet Rebates (Commercial)	17	1	9
Retrofit on Resale (Dwellings Certified)	288	293	315
High Efficiency Washing Machine Rebates	155	308	252
Cash for Grass Rebates	133 ⁽¹⁾	52	33
Water Smart Landscape Rebates	8	9	3
Water Smart Irrigation Controller Rebates	8	18	22
New Development Approvals (Residential)	27	18	17
New Development Approvals (Commercial)	22	14	20
Large Landscape Audits (measured by number of accounts)	0	5	16
Large Landscape Budgets (measured by number of accounts)	438	437	435

(1) Cash for Grass participants removed 114,341 square feet of turf versus 46,485 last FY versus 27,207 in FY 13.

(2) Program not available in the past two fiscal years.

Water Conservation Programs

Water Conservation program participation has remained fairly steady when compared to the last couple fiscal years, however, there was a significant increase in the number of Cash for Grass Rebates.

Water Smart Home Survey (WSHS) Program: This program provides the customer with an in-depth analysis of both their indoor and outdoor water use with water efficient recommendations for customers to implement. The WSHS Program also provides staff with an opportunity to present applicable rebate programs to which the participating customer may be eligible. WSHS participation has remained steady at 364 WSHS' completed during FY 15 compared to 366 in the previous year. Currently the program is implemented by Sonoma County Water Agency through the Sonoma Marin Saving Water Partnership, with the District having administrative oversight.

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. Fixtures include 1.5 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 provides \$100 rebates for residential and commercial customers, for purchase and installation of qualified HETs (1.28 gallons per flush). During FY 15, the District rebated 352 residential HETs, which is very consistent with last year's participation. The Prop 84 Grant Funding and subsequent increase in rebate level to \$100 for residential customers initiated at the start of the last fiscal year resulted in increased participation numbers for both FY 14 and FY 15.

Retrofit on Resale: The District currently requires toilets (1.6 gallons per flush or less), 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. In FY 15, the District received water conservation certificates for 288 properties sold in Novato.

High Efficiency Clothes Washer Rebate Program: The District currently offers rebates for qualified high efficiency clothes washing machines through the Sonoma-Marin High Efficiency Clothes Washer Program, with rebates paid directly by the District (\$50 rebate). In FY 15, the District rebated 155 clothes washing machines. This dip in participation level was

mainly due to the criteria for rebate eligibility being reduced to even more efficient models.

Cash for Grass Rebate Program: The District rebated 133 Cash for Grass projects, removing a total of 114,341 square feet of automatically irrigated turf in FY 15, making FY 15 the best year ever for program participations. Cash for Grass program participation levels have increased significantly this year due to the drought and increased program marketing. Participation numbers should continue to remain high into the next fiscal year. In addition to the Cash for Grass participation, the District also had 15 people participate in the “Lawn be Gone” sheet mulching program which eliminated another 10,000 square feet of irrigated turf.

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 15, 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 \$30 per active station, up to \$1,200. This rebate also extends to large landscape customers on a per meter basis. In FY 15 the District rebated 8 qualified controllers.

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. All large landscape conservation in FY 15 focused on water use restrictions and water waste prevention due to mandated drought restrictions.

In addition to the District Large Landscape conservation efforts, the Sonoma Marin Saving Water Partnership implements the Qualified Water Efficient Landscaper (QWEL) trainings throughout the year.

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 15, staff completed 7 WSCS and rebated 17 HETs.

New Development Requirements: The District New Development Requirements specify innovative and “state of the art” water efficiency measures 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 15, staff inspected and approved 27 residential projects and 22 commercial projects.

New Conservation Programs: There were some programs added or re-initiated this fiscal year. These include the Pool Cover Rebate, Hot Water Recirculation System Rebate, Lawn be Gone (previously mentioned in the Cash for Grass section of the report), and the Ultra High Efficiency Toilet (UHET) Rebate Program (for toilets that use less than 1.1 gallons per flush). In FY 15, the District rebated 25 pool covers, 17 hot water recirculation systems, 10 UHETs, and provided materials to 15 lawn removal projects as a part of the “Lawn be Gone” Sheet Mulching Program.

Public Outreach and Conservation Marketing

The Fall 2014 issue of “*Water Line*” was replaced by an earlier Summer issue mailed in August 2014. The Novato Summer issue reminded customers of the State Board Order, summarized water use restrictions, introduced some new water conservation programs and contained a coupon for a free “Take it from the Tap” water bottle. A Summer issue was also sent out to the West Marin Service Area which focused on water supply, water use restrictions/mandated reduction and the various District water use efficiency program offerings. The Spring 2015 “*Water Line*” issue was mailed out in June 2014 to the Novato Service Area and focused on the continuation of the drought and additional State Board Water Conservation Regulations, summarized the remaining and additional water use restrictions, and introduced the Residential Recycled Water Fill Station to customers (a program that has become very popular). A very similar West Marin issue was sent out at the same time.

In FY 15, the District sent out High Impact Direct Mailers to higher water use customers in an effort to generate participation in the WSHS program, placed newspaper advertisements, and staffed outreach events, such as the Novato Farmer’s Market, Fourth of July Parade, Eco Friendly Garden Tour, and Tour of Novato. In August 2014, the District organized a very well attended “Drought Drive-Up Day” for West Marin customers to distribute water saving materials and fixtures and in July 2015 the District organized a “Drought Drive-up Day” at the Novato Farmer’s Market, where over 200 people came by to receive a free drought kit which included

a bucket, showerhead, hose nozzle, sink aerator and leak detection dye tablet.

The District is also actively maintaining a Facebook page which has turned out to be an extremely useful tool in reaching a segment of the customer base that may not be reached through our traditional efforts. Staff is able to boost Facebook postings, for a nominal fee, and reach a large amount of District customers. Facebook also allows us to track who the boosted posts have gone to and how many people have clicked on the post and engaged with the posting on various levels. Staff is investigating other social media outlets to determine other effective ways to reach the customer base including Twitter, Periscope, and Pinterest and is looking for better ways to utilize the District YouTube page.

In addition to the public information and outreach efforts directly implemented the District, the Sonoma Marin Saving Water Partnership conducted many outreach efforts including the 2014 and 2015 Drought campaign which resulted in extensive advertising and press coverage.

Water Conservation Budget and Staffing

Table 2 summarizes and compares the year end budget expenditures between the last three fiscal years (FY 13, FY 14 and FY 15). FY 15 expenditures were 1.3% above budget, however, Prop 84 Grant reimbursements of \$58,712 more than off-set the overage.

Table 2: Water Conservation and Public Outreach Expenditures (July 2012-June 2013)


	FY 15	FY14	FY 13
Total Budget	\$445,000	\$400,000	\$400,000
Actual Expenditures	\$461,127	\$429,444	\$263,000

Staffing: Water Conservation is currently staffed by one full time Water Conservation Coordinator and one half-time Water Conservation Technician. The District has also partnered with Sonoma County Water Agency through the Sonoma-Marin Saving Water Partnership to implement some of the District Water Conservation Programs including the WSHS program.

Prop 84 Grant Funding: In 2013, the District was awarded a Prop 84 Grant (\$183,750 allocated to the District), in cooperation with the Sonoma County Water Agency (SCWA) and other Bay Area Agencies, which has helped fund toilet rebates, Cash for Grass rebates, Smart Controllers, Clothes Washer rebates, and a Commercial Direct Install HET Program. The District entered into a funding agreement with SCWA to receive these funds and has received a total of \$117,511 (\$58,712 in reimbursements in FY 15).

10

MEMORANDUM

To: Board of Directors
From: Pablo Ramudo, Water Quality Supervisor 
Subject: Fourth Quarter FY 14/15 – Water Quality Report
P:\LAB\WQ Supv\WQ Reports\2015\4rd Qtr FY15 WQ Rpt.doc

August 28, 2015

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 2014-2015.

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

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

NOVATO SYSTEM**Source Water: Stafford Lake**

Stafford Lake water was used as a source of drinking water throughout the quarter. Water quality was monitored on a weekly basis for chemical and mineral components as well as microbiological activity.

Algae and plankton from the raw water intake were identified and enumerated. Total algae numbers were high with several large blooms. Of the 14 species present in appreciable numbers, two cyanobacteria capable of producing taste and odor compounds made up the greatest numbers.

Treatment Performance: Stafford Treatment Plant

Total organic carbon (TOC) removal remained well above the 35-40% requirement of the Enhanced Surface Water Treatment Rule. Operators were able to achieve around 60% removal throughout the quarter- this number jumped to 95% just after installation of the new granular activated carbon (**GAC**) in the first week of June. Finished water TOC concentration was above the district's goal of 2.0 mg/L for most of the quarter, ranging between 2.8-3.2 mg/L dropping to 0.4 mg/L in June. The majority of TOC removal was accomplished through optimized coagulation and filtration.

Distribution System: Novato

Of the 247 routine samples collected for compliance with the Total Coliform Rule, there were no coliform positive samples this quarter. Chlorine residual concentrations throughout our distribution system were good.

Average disinfection by-product concentrations were within standards but moderately high for the time of year.

POINT REYES SYSTEM

Source Water:

Coast Guard Wells

Raw water quality was good throughout quarter. Levels of constituents associated with salt water intrusion continued to fall and level off. Chloride ranged from 24-45 mg/L while sodium ranged from 38-50 mg/L. Bromide ranged from 94-164 ug/L, down 75% from the peak in the previous quarter.

Coast Guard Well #2 experienced a partial collapse in the first couple of weeks of April that resulted in sediments falling into the well casing and creating a void around part of the well. We had observed increasing turbidity in this well for several weeks, but all other measures of water quality remained stable. This well was shut down on April 15th, it is currently pending rehabilitation.

Gallagher Well

Raw water quality was good throughout the quarter. An amendment to the Point Reyes System including Gallagher Well as an approved source was completed on June 25th. Water from Gallagher Well was first introduced into the distribution system on July 8th.

Treatment Performance: Point Reyes Treatment Plant

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

Distribution System: Point Reyes

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

Disinfection byproducts were down considerably from the previous quarter in which we saw the highest observed values for this system. The drop in bromide in the raw water from the previous quarter was the primary factor in the lower values.

NOVATO RECYCLED WATER

Deer Island Recycled Water Facility

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



North Marin Water District- 4th Quarter FY2014/2015

Bacteriological Quality Monitoring

Novato: 247 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 *	320	320	300
TDS	mg/L	500 *	199	195	185
Hardness	mg/L	-	129	94.7	61.2
Alkalinity	mg/L	-	148.8	62.5	103
Calcium	mg/L	-	26.3	19.2	12.8
Magnesium	mg/L	-	16	11.8	9.88
Copper	mg/L	1.0*	ND	ND	ND
Iron	mg/L	0.3*	ND	ND	ND
Manganese	mg/L	0.05 *	ND	ND	ND
Zinc	mg/L	5.0 *	ND	ND	ND
Sodium	mg/L	-	22.2	29.8	41.4
Chloride	mg/L	250 *	8.93	63	27.6
Sulfate	mg/L	250 *	16.3	11	9.57
Fluoride	mg/L	2.0 (1.4-2.4)	0.11	0.14	0.12
Nitrite as N	mg/L	1.0	ND	ND	ND
Nitrate as N	mg/L	10	0.30	ND	0.13
pH	pH units	8.5 *	8.42	8.08	7.26
Turbidity	NTU	5	0.07	0.08	0.1
Color	PCU	15	<2.5	<2.5	<2.5
Free Chlorine	mg/L	4.0	0.72	1.09	0.80
Total Chlorine	mg/L	4.0	0.79	1.15	0.84
Temperature	° C	-	18.8	19.5	15
Odor	TON	3	<1	<1	<1

*Indicates secondary drinking water standard

ND = Not Detected
 NA = Not Analyzed

11

MEMORANDUM

To: Board of Directors
From: Robert Clark, Operations / Maintenance Superintendent *RCC*
Subject: FY14/15 Operations / Maintenance Year-End Report
X:\MAINT SUP\2015\Q4 14-15 O&M Update.docx

August 28, 2015

RECOMMENDED ACTION: Information**FINANCIAL IMPACT:** NoneOperations Summary

With limited assistance from the Operations/Maintenance and Construction/Maintenance Departments, the Operations Group completed the flushing program but were not able to clean tank in FY14/15. Due to a failed attempt to optimize the chlorine dioxide generator there were several dirty water and some taste and odor complaints. Operations activities and accomplishments during FY14/15 included 6 improvement projects, 4 major maintenance tasks during the winter shutdown, and over 500 routine maintenance tasks throughout the year.

Stafford Production

- Early startup of the spring production season began February 4, 2015 due to early winter rainfall that filled the lake by December 17, 2014. Production for the spring and early summer allowed for 573 MG of production for FY 14/15 (up 94 MG from the previous FY).
- Lake water quality took a step back due to heavy rain events, despite improved restrictions on the Grossi Dairy manure spreading, operation of the lake circulation (Solar Bees) and diffused aeration systems.
- The granular activated carbon was replaced in May.

Novato Water System Flows

- Novato production was down this year. Average daily production during the period was 7 MGD, with a peak day of 10.8 MGD.
- Recycled water total production for the period was 53.1 MG, down 6% from the April-June period last year due to all of the conservation communications throughout the State.

West Marin System Flows, Demands and Storage

- West Marin average daily production was 192,173 gpd with a peak day of 354,800 gallons – about 20% lower than the same period last year.
- Lower demands have allowed for single-well operation, which helped with reduced

salinity intrusion and improved energy efficiency.

- Due to Well #2 failing to maintain good water quality after the pump was replaced it was taken off line. Work began on plans for redeveloping the well for extended use.

Oceana Marin

- During the period, force main pump flow has averaged 13,073 gpd with a peak of 25,911 gallons. The total discharge to the irrigation field was down from previous years, leaving a freeboard of 8.3 feet at the end of June.
- District staff completed work on the irrigation field fence replacement and modifications to the storage pond discharge to improve water quality parameters.

Water Quality Summary

Staff continued to support the activities for contract lab services to Novato Sanitary District and Las Gallinas Valley Sanitary District. Other activities this year included coordinating with Division of Drinking Water staff for the Gallagher well operational permit and the evaluation of Stafford Lake watershed and treatment plant taste and odor elimination options.

Maintenance Summary

Maintenance staffing levels have been consistent over the past year with temporary labor assistance on the spring clean-up and backflow program activities. Department accomplishments during FY14/15 include 10 facility improvement projects and over 450 routine maintenance tasks. Staff continued to execute the day-to-day activities while performing projects on the remote telemetry unit upgrades and radio communication links in the tanks. Improvement projects also included Oceana Marin building repairs, tank level and intrusion alarms, Gallagher well start up, and telemetry system work for the Aqueduct Energy Efficiency Project.

Electrical / Mechanical

- Designed, built, installed and started new PG&E power service for the Oceana Marin treatment pond facilities.
- Completed the last 5 pump station emergency generator connections.
- Installed tank level sensors and access security controls at 13 new locations – now 25 tanks are being remotely monitored for intrusion.

Cross-Connection Control (CCC)

- The absence of the Technical assistant has required additional administrative time of the CCC technician and field activities. Temporary labor and newly trained C/M staff will provide the necessary time in the current quarter to make up the backflow tests.

Building and Grounds


- Completed annual inspection of the landscape plantings and irrigation for the recycled water south, Leveroni Creek restoration, and the Palmer Tank, Center Road Tank and Amaroli Tank projects. A few plant replacements and minor irrigation upgrades were identified; otherwise, all sites are recovering nicely.

Fleet Operations

- The District's fleet mechanic has been able to assist E/M staff with remote telemetry unit replacements and pump station operation.
- Received and outfitted two new vehicles for the fleet.

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MEMORANDUM**ITEM #12**

To: Board of Directors
From: Drew McIntyre, AGM/Chief Engineer 
Subject: Year End Progress Report – Engineering Department
\\chief.mcintyre\relbudgets\fy14-15 budget\eng dept perf recap-4th qtr 14-15.doc

Date: August 28, 2015

The purpose of this memo is to provide a year-end status report to the Board on the District's performance in completing budgeted FY14-15 Capital Improvements Projects (CIP). The following information is being provided to supplement the progress report summary provided to the Board each month.

SUMMARY

<u>Service Areas</u>	<u>Project Costs (\$)</u>		<u>% Complete @ 6/30/15</u>		<u>Earned Value (\$)</u> <u>@ 6/30/15</u>	
	Budget (\$)	Actual (\$)	Planned	Actual	Planned	Actual
Novato Water	17,510,000	14,417,541	100	70	16,965,000	14,242,507
Novato Recycled ¹	275,000	264,758	100	77	269,000	264,461
West Marin	1,669,000	1,314,394	100	82	1,609,000	1,314,027
TOTAL	19,454,000	15,996,693	100	76	18,843,000	15,882,995

The above project costs show that actual respective CIP expenditures for Novato Water and Recycled Water Service Areas were 81% and 96% of the approved FY14-15 budgets (versus respective mid-year forecasts of 96% and 173%). With respect to West Marin (including Oceana Marin), CIP expenditures were 79% of the approved FY14-15 budget value (versus a mid-year forecast of 94%).

Performance Status for Capital Improvement Projects

The attached tables and figures summarize the District's year-end performance in completing FY14-15 Capital Improvements Projects. This review encompasses all District CIP's in both Novato and West Marin.

A total of 39 projects were originally budgeted in FY14-15 for the Novato, West Marin and Oceana Marin service areas (see Attachments A and B). Three projects were added, thirteen were carried over and six projects were deferred or dropped resulting in an adjusted budget total of 49 projects (versus 44 projects in the prior fiscal year). Of these 49 Capital Improvement Projects, 34 are under the lead responsibility of the Engineering Department for completion (27 in Novato and 7 in West Marin). The remaining projects are under the responsibility of the other departments: Maintenance (12) and Operations (3). A detailed project milestone schedule is provided in Attachment C.

At year end, 33 out of the 49 projects (i.e., 67%) have been completed by all departments and 24 out of Engineering's 34 projects (i.e., 71%) have been completed. Note that the summary table above shows higher completion percentages because it also includes progress on partially

¹ The Board augmented this year's Recycled Water Capital Improvement Project Budget by \$150,000 on April 7, 2015 for the accelerated design work on the Central Service Area Expansion Project in an effort to qualify for low interest rate SRF loans from the State of California as well as any potential available grant funds.

completed projects. When broken down by service areas, 24 of the Novato CIPs have been completed and 9 West Marin CIPs have also been finished. As shown in Attachment A, overall progress in fully completing Novato CIPs was 65%. From a strictly CIP budget expenditure standpoint, approximately 81% of the authorized Novato CIP budget was expended (compared to 48% in FY13-14) and 212% of the authorized Novato Recycled Water CIP budget was expended (compared to 240% in FY13-14).

Novato Service Area Project Costs Variances

Of the 33 FY14-15 Novato Water CIPs, 30 (i.e., 91%) were completed at or below original budget compared to 100% in FY13-14. From a strictly CIP expenditure standpoint, the slow start of the Aqueduct Energy Efficiency Project (AEEP) construction represents ~\$1.5M of the shortfall in expenditures. Without considering this project, overall actual Novato Water CIP would have been 90% of approved budget (versus the year end percentage of 81%). 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 Project Costs Variances

As shown in Attachment B, expenses for one of the five FY14-15 Novato Recycled Water CIPs were above original budget which was addressed by a formal budget augmentation in April (i.e., Recycled Water Central Service Area).

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

All of the FY14-15 West Marin projects (100%) were completed at or below the original budget (compared to 90% in FY13-14). 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 14,900 engineering labor hours available annually (excluding Conservation), the FY14-15 labor budget for Developer Projects and District Projects is 1,480 (10% of total) and 3,546 (24% of total), respectively. A chart of actual hours expended versus budgeted hours for both Developer and District projects during FY14-15 is provided in Attachment C. At the end of the fourth quarter, actual engineering labor hours expended for Developer work was 598 hours (versus 859 in FY13-14). With respect to District Projects, 4,703 engineering labor hours have been expended (versus 5,127 in FY13-14) on Capital Improvement Projects when compared against a fourth quarter estimate of 3,546 hours (133% of budget). The higher burn rate for labor hours on CIPs is primarily due to advance work on the Recycled Water Central Service Area Expansion project.

FY 14-15
 CAPITAL IMPROVEMENTS PROJECTS

	NOVATO SERVICE AREA	WEST MARIN/ OCEANA MARIN	TOTAL
PROJECTS BUDGETED			
Original Budget	29	10	39
Added	3	0	3
FY 13-14 Carryover	9	4	13
Deferred/Dropped	4	2	6
Adjusted Budget	37	12	49
CURRENT COMPLETION STATUS			
No. of Projects Completed as of 6/30/15	24	9	33
<u>Year-End Completion Performance</u>	65%	75 %	67%

FY13-14 CARRYOVER

Date Brought to Board

Novato

Grant/5 th 1" Galvanized Steel (6" @ 400')	Second Quarter Report
Ashley Ct 2" Thinwall Plastic (6" @ 200')	Third Quarter Report
PB Replacement: Atherton Oaks/Summit Lane (14)	First Quarter Report
SMART Crossing Rework @ Golden Gate Pl	First Quarter Report
SMART Crossing Rework @ Roblar Rd.	First Quarter Report
SMART Crossing Rework @ Hanna Ranch	First Quarter Report
Stafford Lake Water Quality Evaluation	Second Quarter Report
Recycled Water South	First Quarter Report
Recycled Water Central Service Area	First Quarter Report

West Marin

P RTP Solids Handling	First Quarter Report
Gallagher Stream Gauge	First Quarter Report
SCADA RTU Upgrade and Install	First Quarter Report
PR Tanks #2 & #3 Seismic Piping Upgrade	First Quarter Report

DEFERRED/DROPPED

Novato

PB Replacement - Pacheco Valle (42)	First Quarter Report
Admin Office/Lab/Yard Remodel Plan	Third Quarter Report
Office HVAC	Third Quarter Report
Deer Island SCADA Reporting Move to STP*	Third Quarter Report

West Marin

Abandon Downey Well	Second Quarter Report
THM Spray Systems (3 tanks)	Fourth Quarter Report

PROJECTS ADDED

Novato

PB Replacement: City Measure A, Group 7 (4 services)	First Quarter Report
Stafford Dam Concrete Spillway Repair Plan	Third Quarter Report
San Marin Pump Station – Pump Barrel Leak Repair	Third Quarter Report

West Marin

None

*moved to OPS Budget

NOVATO SYSTEM CAPITAL IMPROVEMENT PROJECTS SUMMARY FY14-15 AS OF JUNE 30, 2015										
STATUS	DEPT	ITEM #	PROJECT NO.	DESCRIPTION	PROJECT COSTS		% COMPLETE		EARNED VALUE	
					Budget	Actual	Baseline	Actual	Planned	Actual
				1. PIPELINE REPLACEMENTS/ADDITIONS						
PC	Eng	1	1.a.1	So. Novato Blvd - Rowland to Sunset (12"CI@1,000")	\$350,000	\$228,273	100	30	\$350,000	\$105,000
C	Eng	2	1.a.2	STP 18" Transmission Line Assess/Repair	\$130,000	\$200,875	100	100	\$130,000	\$200,875
C	Eng	3	1.a.3	Shields Ln 6" Cast Iron (6"@1,120')	\$105,000	\$99,963	100	100	\$105,000	\$99,963
C	Eng	4	1.a.4	<Grant/5th 1" Galvanized Steel (6" @ 400')>	\$0	\$60,860	100	100	\$0	\$60,860
C	Eng	5	1.a.5	<Ashley Ct 2" Thinwall Plastic (6" @ 200')>	\$0	\$45,227	100	100	\$0	\$45,227
PC	Eng	6	1.b.1	Zone A Pressure Improvements	\$200,000	\$77,410	100	30	\$200,000	\$77,000
PC	Eng	7	1.b.2	San Mateo 24" Inlet/Outlet - Planning	\$30,000	\$15,291	100	75	\$30,000	\$15,000
			1.c.1	PB Repl - Pacheco Valle (42) - DROP	\$125,000	<\$3,449>	0	0	\$0	\$0
C	Eng	8	1.c.2	<PB Repl: Atherton Oaks / Summit Ln (14 servs)>	\$0	\$53,095	100	100	\$0	\$53,095
			3.c.3	Repl PB in Sync w/City Paving	\$90,000	\$0	0	0	\$0	\$0
C	Eng	9	3.c.4	City Measure A, Group 7 (4 servs)	\$0	\$22,298	100	100	\$0	\$22,298
			1.d.1	Other Relocations	\$80,000	\$0	0	0	\$0	\$0
C	Eng	10	1.e.1-11	AEEP - Hwy 101 Widening	\$13,000,000	\$11,534,407	100	100	\$13,000,000	\$11,534,407
				SubTotal	\$14,110,000	\$12,211,551				
				2. SYSTEM IMPROVEMENTS						
C	Maint	11	2.a	RTU Upgrades	\$10,000	\$13,043	100	100	\$10,000	\$13,043
C	Eng	12	2.b	DCDA Repair/Replace	\$150,000	\$68,924	100	100	\$150,000	\$68,924
PC	Eng	13	2.c	Anode Installations	\$30,000	\$10,009	100	30	\$30,000	\$10,000
C	Maint	14	2.d	Radio Telemetry Upgrades	\$25,000	\$22,986	100	100	\$25,000	\$22,986
C	Eng	15	2.e	Inaccurate Meter Replacement	\$10,000	\$4,542	100	75	\$10,000	\$4,500
	Maint	16	2.f	Backflow Device Upgrade - BMK (15)	\$30,000	\$0	100	0	\$30,000	\$0
C	Maint	17	2.g	Tank Access Hatch/Level Alarms (10)	\$35,000	\$22,607	100	100	\$35,000	\$22,607
C	Eng	18	2.h	Sampling Stations	\$50,000	\$29,177	100	100	\$50,000	\$29,177
C	Maint	19	2.i	Facilities Security Enhancements	\$25,000	\$34,067	100	100	\$25,000	\$34,067
C	Maint	20	2.j	Emergency Generator Connections	\$15,000	\$12,297	100	100	\$15,000	\$12,297
				SubTotal	\$380,000	\$217,651				
				3. BUILDINGS, YARD, & S.T.P. IMPROVEMENTS						
			3.a.1	Admin Office/Lab/Yard Remodel Plan - DEFER	\$50,000	\$0	0	0	\$0	\$0
			3.a.2	Office HVAC - DEFER	\$200,000	\$0	0	0	\$0	\$0
	Maint	21	3.a.3	Office Emergency Generator	\$150,000	\$0	100	0	\$150,000	\$0
	Eng	22	3.b.1	<SMART Crossing Rework @ Golden Gate Pl>	\$0	<\$3,797>	0	0	\$0	\$0
C	Eng	23	3.b.2	<SMART Crossing Rework @ Roblar Rd>	\$0	\$43,347	100	100	\$0	\$43,347
C	Eng	24	3.b.3	<SMART Crossing Rework @ Hanna Ranch>	\$0	\$31,363	100	100	\$0	\$31,363
C	Eng	25	3.c.1	Start Up Flushing Connection	\$50,000	\$16,248	100	100	\$50,000	\$16,248
	Maint	26	3.c.2	STP Emergency Power Generator	\$150,000	\$0	100	0	\$150,000	\$0
	Ops	27		<Stafford Lake Water Quality Evaluation>	\$0	\$50,000	0	0	\$0	\$0
C	Eng	28	3.c.3	Stafford Dam Concrete Spillway Repair Plan	\$0	\$3,480	100	100	\$0	\$3,480
				SubTotal	\$600,000	\$94,058				
				4. STORAGE TANKS & PUMP STATIONS						
C	Eng	29	4.a	Atherton Recoat & Mixing System	\$2,200,000	\$1,619,573	100	100	\$2,200,000	\$1,619,573
PC	Maint	30	4.b	Lynwood PS Motor Control Center	\$90,000	\$48,052	100	40	\$90,000	\$48,000
PC	Eng	31	4.c	Sunset Tank C12 Mixing System	\$100,000	\$23,240	100	15	\$100,000	\$23,000
PC	Eng	32	4.d	Crest PS (design/const)/Reloc School Rd PS	\$30,000	\$8,906	100	15	\$30,000	\$10,000
C	Eng	33	4.e	San Marin Pump Station - Pump Barrel Leak Repair	\$0	\$16,170	100	100	\$0	\$16,170
				SubTotal	\$2,420,000	\$1,715,940				
				Novato Water Total	17,510,000	\$14,239,200	100	70	\$16,965,000	\$14,242,507
				5. RECYCLED WATER FACILITY						
C	Eng	34	5.a	NBWRA Grant Program Administration	\$100,000	\$38,283	100	100	\$100,000	\$38,283
C	Eng	35	5.b-d	<Recycled Water South>	\$0	\$17,563	100	100	\$0	\$17,563
C	Eng	36	5.e	<Recycled Water Central Service Area>	\$150,000	\$208,582	100	100	\$150,000	\$208,582
PC	Eng	37	5.f	Deer Island Wet Well Drain	\$19,000	\$329	100	10	\$19,000	\$33
			5.g	Deer Island SCADA Reporting Move to STP - DROP	\$6,000	\$0	0	0	\$0	\$0
				Novato Recycled Total	\$275,000	\$264,758	100	78	\$269,000	\$264,461
				Total Novato	\$17,785,000	\$14,503,958	100	74	\$17,234,000	\$14,506,968
C - 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 and brackets <>						

FY14_15 CAPITAL IMPROVEMENT PROJECTS

ID	Task Name	Start	Finish	% Complete	Resp	Qtr 1, 2015			Qtr 2, 2015			Qtr 3, 2015			Qtr 4, 2015		
						Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
1	1 A PIPELINE REPLACEMENTS/ADDITIONS	Tue 7/1/14	Tue 6/30/15	67%													
2	1A1 So. Novato Blvd - Rowland to Sunset (12"CI@1,000')	Tue 7/1/14	Tue 6/30/15	30%	ENG / CC												
3	1A2 STP Trans Line Evaluation (13,200')	Tue 7/1/14	Tue 12/30/14	100%	ENG / DJ												
4	1A3 Shields Ln 6" Cast Iron (6"@1,120')	Tue 7/1/14	Wed 6/3/15	100%	ENG / DJ												
5	1B MAIN/PIPELINE ADDITIONS	Tue 7/1/14	Tue 6/30/15	53%													
6	1B1 Zone A Pressure Improvements	Tue 7/1/14	Tue 6/30/15	30%	ENG / DJ												
7	1B2 San Mateo 24" Inlet/Outlet	Tue 7/1/14	Tue 6/30/15	75%	ENG / DM												
8	1C PB SERVICE LINE REPLACEMENTS	Tue 7/1/14	Tue 6/30/15	0%													
9	1C1 Pacheco Valle (42) DROP	Tue 7/1/14	Tue 6/30/15	0%	ENG / JK												
10	1E AQUEDUCT REPLACEMENTS/ENHANCEMENTS	Tue 7/1/14	Tue 6/30/15	100%													
11	1E1 Aqueduct Energy Efficiency Project	Tue 7/1/14	Tue 6/30/15	100%	ENG / DM												
12	2 SYSTEM IMPROVEMENTS	Tue 7/1/14	Tue 6/30/15	81%													
13	2A RTU Upgrades	Tue 7/1/14	Fri 5/29/15	100%	MAINT/RC												
14	2B DCA Repair/Replace (14/yr)	Tue 7/1/14	Tue 3/31/15	100%	ENG / CC												
15	2C Anode Installations (150/yr)	Fri 8/1/14	Tue 6/30/15	30%	ENG / DJ												
16	2D Radio Telemetry	Wed 10/1/14	Fri 5/29/15	100%	MAINT/RC												
17	2E Inaccurate Meter Replacement	Tue 7/1/14	Tue 6/30/15	75%	ENG / CC												
18	2F Backflow Device Upgrade - BMK (14)	Wed 10/1/14	Tue 6/30/15	0%	MAINT/RC												
19	2G Tank Access Hatch/Level Alarms	Tue 7/1/14	Tue 6/30/15	100%	MAINT/RC												
20	2H Sampling Stations	Tue 7/1/14	Tue 6/30/15	100%	ENG / JM												
21	2I Facilities Security Enhancements	Wed 10/1/14	Tue 6/30/15	100%	MAINT/RC												
22	2J Emergency Generator Connections	Tue 7/1/14	Tue 3/31/15	100%	OPS / RC												
23	3 BUILDING, YARD, STP IMPROVEMENTS	Tue 7/1/14	Tue 6/30/15	16%													
24	3A ADMIN BUILDING	Tue 7/1/14	Tue 6/30/15	0%													
25	3A1 Admin Office/Lab/Yard Remodel Plan - DEFER	Tue 7/1/14	Tue 6/30/15	0%	OPS / RC												



Current
Baseline
Inactive Task
Inactive Task



Inactive Milestone
Inactive Summary
Manual Task
Duration-only



Manual Summary Rollup
Manual Summary
Start-only
Finish-only



Progress



FY14_15 CAPITAL IMPROVEMENT PROJECTS

ID	Task Name	Start	Finish	% Complete	Resp	Qtr 1, 2015			Qtr 2, 2015			Qtr 3, 2015			Qtr 4, 2015		
						Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
26	3A2 Office HVAC - DEFER	Tue 7/1/14	Tue 6/30/15	0%	OPS / RC												
27	3A3 Office Emergency Generator	Wed 10/1/14	Tue 6/30/15	0%	MAINT/RC												
28	3C STAFFORD TREATMENT PLANT	Tue 7/1/14	Tue 6/30/15	41%													
29	3C1 Start Up Flushing Connection	Tue 7/1/14	Fri 3/13/15	100%	ENG / CC												
30	3C2 STP Emergency Power Generator	Tue 7/1/14	Tue 6/30/15	0%	OPS / RC												
31	4 STORAGE TANKS/PUMP STATIONS	Tue 7/1/14	Tue 6/30/15	44%													
32	4A Atherton Recoat & Mixing System	Tue 7/1/14	Tue 6/30/15	100%	ENG / CC												
33	4B Lynwood Pump Station Motor Control Center	Tue 7/1/14	Tue 6/30/15	40%	MAINT/RC												
34	4C Sunset Tank C2 Mixing System	Wed 10/1/14	Tue 6/30/15	15%	ENG / DJ												
35	4D Crest PS (Design/Const)/Reloc School Rd PS	Tue 7/1/14	Tue 6/30/15	15%	ENG / DJ												
36	5 RECYCLED WATER	Tue 7/1/14	Tue 6/30/15	55%													
37	5A NBWRA Grant Program Admin	Tue 7/1/14	Tue 6/30/15	100%	ENG / DM												
38	5F Deer Island Wet Well Drain	Tue 7/1/14	Tue 6/30/15	10%	MAINT/RC												
39	6 WEST MARIN WATER SYSTEM IMPROVEMENTS	Tue 7/1/14	Tue 6/30/15	58%													
40	6A Olema PS Flood Protection & RTU Upgrade	Tue 7/1/14	Sun 2/15/15	100%	ENG / DJ												
41	6B Emergency Generator Connections	Tue 7/1/14	Tue 6/30/15	100%	MAINT / RC												
42	6C Gallagher Well Pipeline	Tue 7/1/14	Fri 1/30/15	100%	ENG / CC												
43	6D THM Spray Systems DROP	Tue 7/1/14	Tue 6/30/15	0%	OPS / RC												
44	6E Upsize 4" Pipe fom Bear Valley Tanks	Wed 10/1/14	Tue 6/30/15	30%	ENG / CC												
45	6F Replace Pump in Well #2	Tue 7/1/14	Tue 6/30/15	100%	OPS / RC												
46	6G Abandon Downey Well DROP	Tue 7/1/14	Tue 6/30/15	0%	ENG / DM												
47	7 OCEANA MARIN SEWER SYSTEM	Tue 7/1/14	Tue 6/30/15	66%													
48	7A Infiltration Study & Repair	Wed 10/1/14	Tue 6/30/15	0%	OPS / RC												
49	7B Pond Power Relocation	Tue 7/1/14	Thu 4/30/15	100%	MAINT/RC												
50	7C Disposal Field Fencing Upgrade	Wed 10/1/14	Fri 5/15/15	100%	MAINT/RC												



Current
Baseline
Inactive Task
Inactive Task



Inactive Milestone
Inactive Summary
Manual Task
Duration-only

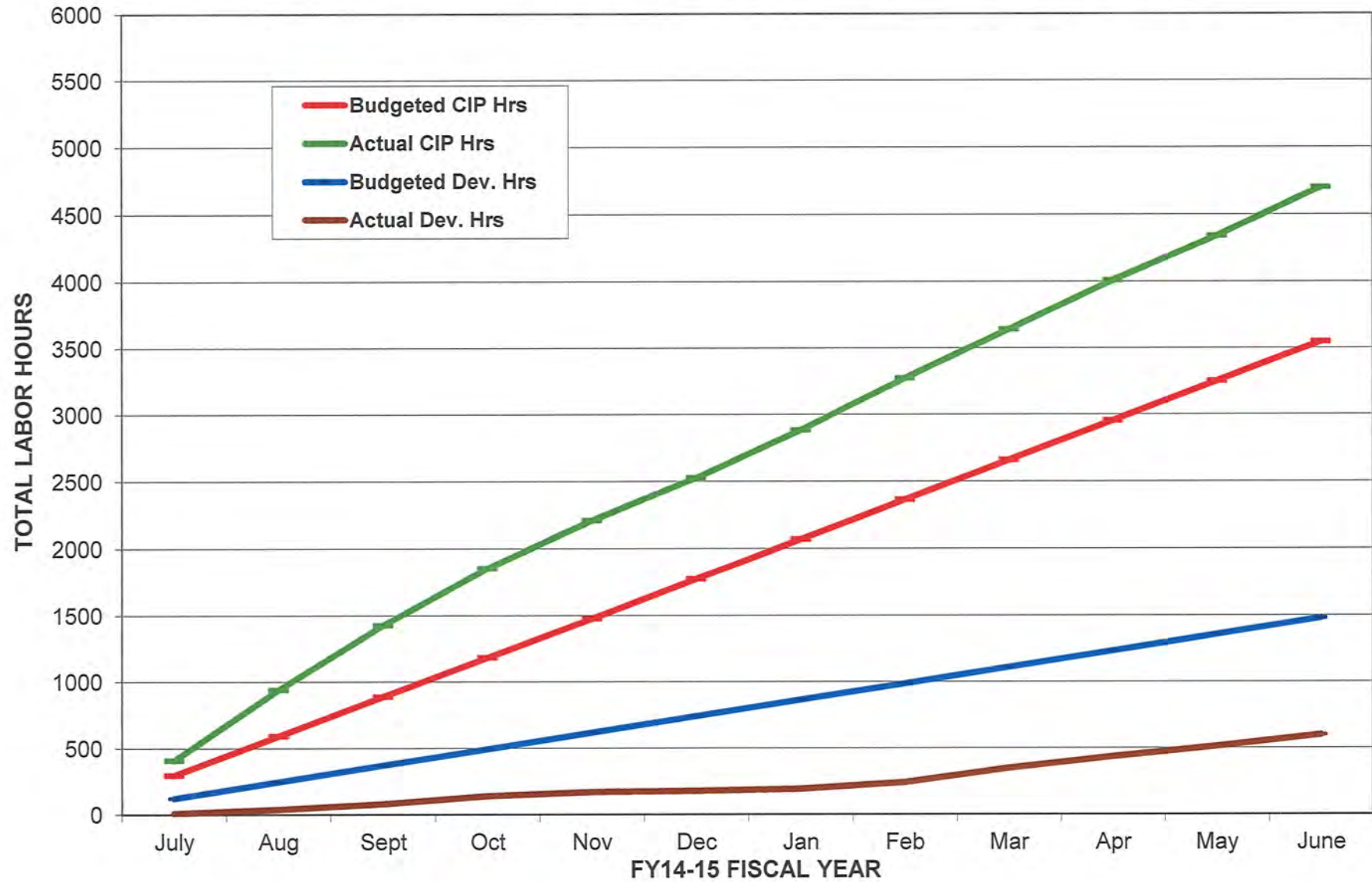


Manual Summary Rollup
Manual Summary
Start-only
Finish-only



Progress

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



13

MEMORANDUM

To: Board of Directors
 From: David L. Bentley, Auditor-Controller
 Subj: Monthly Billing
 t:\aclword\billing\monthly vs bimonthly billing.docx

August 28, 2015

RECOMMENDED ACTION: Information**FINANCIAL IMPACT: None at this time**

At the last meeting Director Rodoni asked staff to look at the pros and cons of moving from bimonthly to monthly billing, so as to allow customers more timely information about their water use.

The Benefits of Monthly Billing

- Providing customers with 12 smaller bills instead of 6 larger bills will make it easier for customers, especially those on fixed income, to include the cost of water service in their monthly household budget, and will better align with monthly bills from other service providers.
- Monthly billing provides customers with more frequent and timely information about their water use, allowing them to make adjustments to their water use to avoid higher water bills, especially during the summer peak demand period.
- Monthly billing allows customers to detect small service line, plumbing or irrigation system leaks sooner, allowing for prompt repairs and reducing the magnitude of the water loss and of the resultant high bill caused by leaks.
- Improved District cash flow as payments are received quicker, leading to an increase in interest earnings of approximately \$4,000 annually.¹

The Cost of Monthly Billing

• Meter reading frequency would double, from 6 reads per year to 12, and verification (re-read) of outlier reads would increase an estimated 75%, requiring an estimated 1.5 additional Field Service Representatives (a 50% increase)	\$168,000
• Customer Service Staff would see a doubling of pre-mailing bill review time (quality assurance). Billing inquiry calls and bill adjustment requests would increase an estimated 75%. Would require replacement of part-time temp help with a full-time employee.....	\$93,000
• Postage cost would double.....	\$50,000
• Bill printing, stuffing and mailing cost would double.....	\$17,000
• Lockbox payment processing cost would double.....	\$11,000
• Cash Flow Improvement (see last point under benefits above).....	(\$4,000)
Total estimated annual cost	<u>\$335,000</u>

The current budget includes an AMI (digital meter) pilot project. AMI will provide hourly read data available to both the District and customer, and will eliminate manual meter reading, allowing transition to a monthly billing schedule without a net increase in staffing.

¹ .\..\..\finance\utility billing receipts fy14 & fy15.xlsx

14

MEMORANDUM

To: Board of Directors
 From: David L. Bentley, Auditor-Controller
 Subj: Reduced Water Sales Volume

August 28, 2015

I:\acl\word\budget\18\novato pro forma 36% decline.docx

RECOMMENDED ACTION: None

FINANCIAL IMPACT: Approximately \$2 Million Cash Decrease

At the last meeting Director Rodoni asked staff to investigate the financial impact to the District if Novato potable water consumption continues for the balance of the fiscal year at a rate 36% less than fiscal year 2013/2014. The attached financial projection shows that, all else being equal, Novato Water would see a cash decrease of \$2 million more than budgeted, i.e., a cash decrease of \$3.4 million compared to a budgeted decrease of \$1.4 million.

While it is highly unlikely that consumption will continue to be down 36% from 2013/2014 for the balance of the 2015/2016 fiscal year, it is already clear that the District will not attain its budgetary goal of selling 2.7 billion gallons of water during the current fiscal year. There are several actions that can be taken to stem the cash decrease. Below is an example of actions that will generate over \$1 million in savings during the current fiscal year, which staff intends to implement.

	Action	Savings
1	Savings accruing from absence of contested election	\$70,000
2	Defer hiring replacement Chief Engineer until 7/1/16	\$235,000
3	Defer purchase of 4X4 Backhoe	\$125,000
4	Defer Electronic Document Management System	\$150,000
5	Defer Office Emergency Generator	\$150,000
6	Defer STP Emergency Power Generator	\$150,000
7	Defer Local Water Supply Enhancement Study	\$100,000
8	Defer Design Phase of School Rd PS Relocation	\$70,000
9	Defer Start of San Mateo Tank 24" Inlet/Outlet Pipe	\$100,000
10	Defer 50% of Double-Check Assembly Replacements	\$100,000
11	Reduce Water Conservation Rebates to FY15 Actual	\$40,000
		<u>\$1,290,000</u>

To buffer the impact of a State ordered water use reduction in the future, Staff recommends that when the District next considers a revision to its water rates, that the Board also consider modifying the triggers in the District's Water Shortage Contingency Plan. The triggers now point only to local water conditions as issued by the Sonoma County Water Agency. If the Water Shortage Contingency Plan were modified to include State ordered mandated water use reductions, it would allow activation of the temporary drought surcharge to partially mitigate the revenue loss resulting from a reduction in water use.

NOVATO WATER

FY16 Projection with 36% Consumption Decline from FY14

	Projection with 36% Consumption Decline Compared to FY14	Approved Budget 2015/16
Water Sales Volume (MG)	1,887	2,700
OPERATING INCOME		
1 Water Sales	\$13,651,000	\$17,768,000
2 Wheeling & Misc Service Charges	380,000	380,000
3 Total Operating Income	\$14,031,000	\$18,148,000
OPERATING EXPENDITURES		
4 Source of Supply	\$2,859,000	\$4,869,000
5 Pumping	298,000	367,000
6 Operations	609,000	609,000
7 Water Treatment	1,975,000	1,975,000
8 Transmission & Distribution	2,698,000	2,698,000
9 Consumer Accounting	592,000	592,000
10 Water Conservation	450,000	450,000
11 General Administration	2,155,000	2,155,000
12 Depreciation Expense	2,700,000	2,700,000
13 Total Operating Expenditures	\$14,336,000	\$16,415,000
14 NET OPERATING INCOME (LOSS)	(\$305,000)	\$1,733,000
NON-OPERATING INCOME/(EXPENSE)		
15 Interest Revenue	\$53,000	\$64,000
16 Miscellaneous Revenue	83,000	83,000
17 Interest Expense	(510,000)	(510,000)
18 Miscellaneous Expense	(20,000)	(20,000)
19 Total Non-Operating Income/(Expense)	(\$394,000)	(\$383,000)
20 NET INCOME/(LOSS)	(\$699,000)	\$1,350,000
OTHER SOURCES/(USES) OF CASH		
21 Add Depreciation Expense	\$2,700,000	\$2,700,000
22 Connection Fees	538,000	538,000
23 Caltrans AEEP Capital Contribution	2,740,000	2,740,000
24 MMWD AEEP Capital Contribution	245,000	245,000
25 Loans/Grants	2,000,000	2,000,000
26 Capital Equipment Expenditures	(199,000)	(199,000)
27 Capital Improvement Projects	(9,040,000)	(9,040,000)
28 Debt Principal Payments	(1,035,000)	(1,035,000)
29 Connection Fee Transfer to RWS	(717,000)	(717,000)
30 Total Other Sources/(Uses)	(\$2,768,000)	(\$2,768,000)
31 CASH INCREASE/(DECREASE)	(\$3,467,000)	(\$1,418,000)

15

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

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

Date: Friday, September 11, 2015

Time: 9:30 a.m. – 11:30 a.m.

Location: Novato Sanitary District
500 Davidson Street
Novato, CA 94945

AGENDA

<u>Item</u>		<u>Recommendation</u>
1. Call to Order (Jack Gibson, Chair)		
2. Public Comment		
3. Approval of the Agenda (1 min.)		Approve
4. Approval of Minutes		Approve
5. Treasurer's Report (1 min.)		Accept
6. The Hamilton Field Levee FEMA Accreditation Guest Speaker: Tony Williams, City of Novato	(45 min.)	Information
7. Implementing the Sustainable Groundwater Management Act in Sonoma County Guest Speaker: Jay Jasperse, SCWA	(45 min.)	Information
8. Items of Interest		
9. Items for Next Agenda		

Next Meeting Information:

Next Meeting: October 2, 2015
Petaluma (Lucchesi) Community Center
 320 N. McDowell Boulevard
 Conference Room 2
 Petaluma, CA 94954

NORTH BAY WATERSHED ASSOCIATION

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

Date: July 10, 2015
Time: 9:30 a.m.
Location: Marin Community Foundation
5 Hamilton Landing
Suite 200, Redwood Room
Novato, CA 94949

Directors Present: Directors present included:

<u>Board Member</u>	<u>Agency/Organization</u>	<u>Board Member</u>	<u>Agency/Organization</u>
Madolyn Agrimonti	City of Sonoma and Sonoma Valley County Sanitation District	Kathy Hartzell	Central Marin Sanitation Agency
Jack Baker	North Marin Water District	Juliana Inman	Napa County Flood Control and Water Conservation District
Keith Caldwell	Napa Sanitation District	Eric Lucan	City of Novato
Megan Clark	Las Gallinas Valley Sanitary District	Pamela Meigs	Ross Valley Sanitary District
Damon Connolly	County of Marin	Brant Miller	Novato Sanitary District
Adrian Cormier	Bel Marin Keys Community Services District	Brad Sherwood	Sonoma County and Sonoma County Water Agency
Jack Gibson	Marin Municipal Water District	Robert Wilson	City of Petaluma

Directors present represented 16 out of the 18 agencies signatory to the Association MOU.

Board Actions:

1. **Call to Order.** Jack Gibson, Chair, called the meeting to order at 9:42 a.m. and introductions followed.
2. **Public Comment.** None.
3. **Approval of the Agenda.** (See Handout) The Board unanimously approved the agenda.
4. **Approval of the Minutes of the Board Meeting held June 5, 2015.** (See Handout) The Minutes of the Board Meeting held on June 5, 2015 were unanimously approved.
5. **Treasurer's Report.** (See Handout) The Treasurer's Report was accepted as presented by Harry Seraydarian.
6. **Central Marin Food to Energy Program.** Jason Dow, CMSA, provided a PowerPoint presentation entitled "Central Marin Commercial Food-to-Energy (F2E) Program". Jason began with an outline of his presentation and then a visual explaining the process, food waste converted to biogas (methane) through anaerobic digestion, and then displayed more detailed visuals explaining all the incremental steps. He answered the question: Why go after food waste? (Food waste is 29% of residential waste going to landfill and 39% of commercial waste in Marin.) Jason then described the public-private partnership between CMSA and Marin Sanitary Service (MSS) and walked through the history from a concept in 2008 to first delivery in late 2013. Jason provided some background on MSS and discussed their efforts in outreach and customer recruitment, including training and providing equipment (containers "Slim Jims"). He also explained the protocol for removing contaminants and provided a number of visuals on the process and equipment. Jason summarized collection statistics for F2E on a bar chart illustrating monthly tonnage from 2014-2015. Jason then gave some background on CMSA and provided some visuals for their F2E/FOG Facility (Drum Screen Paddle Finisher-> Anaerobic Digester-> Biogas purification-> Engine Generator). Jason displayed a graphic showing present digester use and excess capacity remaining and described future options for extra biogas. Jason highlighted the permitting and operation elements and noted that CalRecycle will defer to RWQCB in the near future when regulations are modified. Jason outlined some metrics for the program and emphasized that co-generator run time on biogas increased from 7-9 hours/day to 18 hours/day. Jason summarized the benefits of the program including reduced landfilling and more energy self-sufficiency. Jason also highlighted the reasons this program has been successful (had infrastructure, EBMUD model, support of elected officials and regulatory agencies, staff contributions, etc.). Jason ended with a slide showing what could be done in the future with excess energy and methane. The NBWA Board Members had a number of questions. What is the amount of energy to collect and process compared to that created? (No numbers now, only estimates, given shifting amounts, payback calculation completed.) What is FOG? (Fats, Oil, and Grease collected by private haulers.) How widespread is this approach? (CMSA is second in the state, third or fourth in the country, more in Europe.) Can you process FOG separate from Food Waste? (Yes, but then need water to slurry food waste.) Will you need to add more contaminant removal? (Not a big issue to date – 5% removed at paddle.)

7. **Stormwater – Phase II Permit: Program Effectiveness Assessment and Improvement Plan (PEAIP).** Jamison Crosby, Napa Stormwater Program, provided a PowerPoint presentation entitled “PEAIP Project Update”. Jamison began by thanking all of the collaborating partners and highlighted the monthly sub-committee meetings hosted by Bay Area Stormwater Agencies Association (BASMAA). She then provided a visual diagram to explain PEAIP – program planning and modification->program implementation->effectiveness assessment and back to program planning and modification. Jamison then presented a timeline from July 2013 (effective date of new Phase II Permit) to April 2015 (Final PEAIP and Tracking Tool) and highlighted the goal of an “integrated, consistent” approach for all North Bay Permittees. She summarized the focus on TMDL pollutants (pathogens, pesticides, and sediment) and provided a table illustrating which pollutants applied to each of the 24 municipalities in the North Bay. She then provided more detailed tables focusing on management questions, data assessment, and data collection methods for all three pollutants. Jamison ended with an explanation of the tracking tool developed by LWA (in the form of a data entry questionnaire). Terri Fashing then presented a preview on planning for the State Water Resource Control Board's new trash control requirements. She noted the stringent new rules adopted by the SWRCB in April 2015 and described the two tracks identified in those requirements: Track 1 – install full capture systems in all priority land use areas, Track 2 – install full capture systems and other trash and litter reduction efforts to achieve same result as Track 1 (develop and follow an implementation plan and monitor to show equivalency with Track 1). Terri then described some full capture system examples and explained priority land uses (high density residential [10 units/acre], industrial, commercial, mixed urban, and public transportation stations). Terri then described a future potential NBWA Project for a trash requirements planning project with deliverables to help municipalities complete required implementation and possible tasks to be funded by NBWA (seed money) and municipalities (permittees). Terri ended with a project timeline and indicated a request for NBWA funds may come up in November 2015 and a contract implemented by BASMAA in early 2016. The NBWA Board Members had several questions. Can you do anything to control pesticide sale announcements/promotions by Home Depot? (Not allowed to directly regulate, working with EPA on true costs of pesticide use.) How is Stormwater Legislation regarding Prop 218 progressing? (Now a two year bill and will include tiered water rates.) Can you avoid flooding problems with full trash capture? (Needs full engineering analysis – very challenging.)

8. **Executive Director Transition Recommendations.** Harry Seraydarian provided a PowerPoint presentation and began with some background on the initiation of NBWA in 2000 leading up to the 2004 Executive Director transition when he was hired. Harry then presented NBWA's criteria for recruiting and selecting a new Executive Director for NBWA. Harry distributed Judy Kelly's resume and explained how her background and skills met all of the criteria. Harry highlighted the process to date of informal recruitment, interviews with key NBWA Steering Committee Members, key Board Members, and additional input from NBWA supporters. Harry recommended the NBWA Board forgo a formal recruitment process and appoint Judy Kelly as the new Executive Director, effective January 1, 2016 at the same rate of pay as the present Executive Director. The NBWA Board Members unanimously approved these recommendations. A suggestion was made for the NBWA Board Members to review the MOU provision that provides the NBWA Board Members “may appoint” an Executive Director and consider making revisions next year that formalize the process in the event of unforeseen circumstances requiring a change in the position.

9. **Items of Interest.** None.

10. **Items for Next Agenda.**

- * Hamilton Field Levee – FEMA Accreditation, Tony Williams, City of Novato
- * Groundwater Sustainability: Implementing the Sustainable Groundwater Management Act in Sonoma County, Jay Jasperse, SCWA

Jack Gibson, Chair, adjourned the meeting at 11:20 a.m.

SUBJECT TO BOARD APPROVAL

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

NEXT MEETING INFORMATION:

No August Meeting

September 11 – Novato Sanitary District, 500 Davidson Street, Novato, CA 94945

16

DISBURSEMENTS - DATED AUGUST 27, 2015**ITEM #16**

Date Prepared 8/25/15

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

Seq	Payable To	For	Amount
P/R*	Employees	Net Payroll PPE 8/15/15	\$123,679.63
EFT*	US Bank	July Bank Analysis Charge (Lockbox \$912, Credit Card Processing \$686 & Other \$671) (Less Interest Credit of \$393)	1,875.66
EFT*	US Bank	Federal & FICA Taxes PPE 8/15/15	53,867.67
EFT*	State of California	State Taxes & SDI PPE 8/15/15	9,479.79
1	Aberegg, Michael	Progress Pymt#12: Drafting Services: RW Central Service Area Project (Balance Remaining on Contract \$7,688)	3,300.00
2	Alpha Analytical Labs	Lab Testing	144.00
3	American Family Life Ins	August Employee Contribution for Accident, Disability & Cancer Insurance	3,996.19
4	AT&T	Leased Line	65.52
5	CalPERS	Pension Contribution PPE 8/15/15	31,566.10
6	CDW-Government	P/C Battery Backups (4) (PLC's)	370.73
7	Comcast	Aug Office Internet Connection	149.02
8	Eurofins Eaton Analytical	Lab Testing	800.00
9	Evoqua Water Technologies	Service on Deionization System (Lab)	299.60
10	Fedak & Brown LLP	Progress Pymt#3 - FY15 Financial Audit	2,000.00
11	Fisher Scientific	Petri Dishes (150) & Potassium Iodide (Deer Island) (\$222)	293.38
12	Fremouw Environmental Svc	Recycled Floor Absorbent (110 lbs)	357.23
13	Garcia, Lisa	Refund Overpayment on Open Account	35.79
14	Golden Gate Petroleum	Gas (\$3.29/gal) & Diesel (\$2.62/gal)	2,559.51

Seq	Payable To	For	Amount
15	Grainger	3/8" Staples (5,000), Vac Trailer Spray Nozzle (\$103), Hose Couplings (7) (\$133), Transducer Wire Plugs (2) (\$80), Sealant, 1" x 3' Rods (2) (\$82), Adjustable Wrenches (2) & 6' Slings (6) (\$295)	881.84
16	Groeniger	Elbows (3), Meter Boxes (8) (\$235), Box Lids (9) (\$500), Coupling, Hymax Couplings (7) (\$1,488), Nipples (14) (\$70) & 16" Flanged Slip-on AWWA (\$403)	2,712.95
17	Hach	Alkaline Cyanide Reagent (STP)	118.70
18	Hall Dump Truck Service	Remove Dirt Spoils from NMWD Yard (84 yds)	1,260.00
19	Hardy Diagnostics	EC Medium (500g) (\$77) & Standards Methods Agar (2L)	142.55
20	InfoSend	July Processing Fee for Water Bills (\$1,471) & Postage (\$4,289)	5,760.80
21	Jak Wonderly Photography	Progress Pymt#4: Photographs of the AEEP A-D/MSN B3 Construction Project (Balance Remaining on Contract \$2,612)	503.00
22	Jim-n-i Rentals	Trench Plate Rental (9) (4 weeks) (So Novato Blvd Project)	1,517.40
23	LeBrun, Kent	Exp Reimb: Hotel Cost for 3-Day Instrumentation & Process Control Seminar in Sacramento on 8/18-8/20	376.05
24		Vision Reimbursement	156.60
25	Maltby Electric	Conduit Fittings (4)	5.01
26	Marin County Tax Collector	FY15 Possessory Interest Tax (15 Gustafson Ct - \$1,068, Apartment - \$438 & 25 Giacomini Rd - \$581)	2,087.48
27	McLellan, WK	Restriping (400 Bel Marin Keys) (\$300), Stencil Bike Lanes (1067-1071 Bel Marin Keys) (\$300), Compact Testing (\$1,632) & Misc Paving (\$18,234)	20,466.17
28	Microtech Scientific	Lauryl Sulfate Broth (Lab)	180.27
29	Mutual of Omaha	Sept Group Life Ins Premium	831.44

Seq	Payable To	For	Amount
30	National Meter	5/8" Meters (186)	10,907.41
31	New Pig	Drum Lifter (STP)	293.02
32	NTU Technologies	Anionic Polymer Emulsion (9,200 lbs) (STP)	13,340.00
33	Pace Supply	Meter Stops (26) (\$1,153), Couplings (5), Corp Stops (39) (\$626) & Valves (2) (\$694)	2,775.45
34	Pallari, James	Refund Overpayment on Closed Account	29.20
35	Pape Machinery	Replacement Starter ('09 J.D. Backhoe)	562.79
36	Parkinson Accounting Systems	July Accounting Support (\$829), Upgrade Accounting Software to Sage 100 (\$1,365), Modification to Timesheet System to Make Comp Time Editable (\$1,400) & Accounting Software Support (8/1-10/31/15) (\$1,500)	5,093.75
37	PG&E	Power Bldgs/Yard (\$4,639), Rectifiers/Controls (\$615), Pumping (\$26,018), Treatment (\$78) & Other (\$116)	31,466.95
38	Point Reyes Prop Mgmt Assn	August HOA Dues (25 Giacomini Rd)	75.05
39	Ramudo, Pablo	Exp Reimb: ACWA Committee Meeting in LA on Aug 13. Airfare, Hotel & Car Rental (\$959), Mileage (\$47), Parking (\$50) & Meals (\$32)	1,088.60
40	Robertson, Mark	Claim Settlement - Water Damage at 329 Grandview Avenue	17,228.38
41	Sequoia Safety Supply	Safety Vests (6) (\$52) & Ibuprofen (300)	66.71
42	Sonoma County Water Agency	July Contract Water	285,815.70
43	SPG Solar	July Energy Delivered Under Solar Services Agreement	13,416.89
44	SRT Consultants	Progress Pymt#5: Consultation for Taste & Odor Control for Stafford Lake (Balance Remaining on Contract \$12,371)	13,450.00
45	State Water Resources Control Board	Application Fee for Potable Water Discharges for Novato (\$1,546) & Pt. Reyes (\$516)	2,062.00
46		Cafeteria Plan: Uninsured Medical Reimbursement	1,360.26

Seq	Payable To	For	Amount
47	Tee Vax	Replacement Dryer for Wash Rack	762.95
48	TelePacific Communications	Telephone Charges (7/9-8/7)	558.46
49	Univar	Sodium Hypochlorite (200 gal) (STP)	376.70
50	Verizon California	Leased Line	608.22
51	VWR International	Filters (200) (\$309) (STP), Silica Gel (1,000) & pH Buffer Solution (\$118) (Lab) (Less Credit of \$242)	264.55
52	Wiley Price & Radulovich	July Employee Disciplinary Action (\$354) & Venegas Claim	602.00
TOTAL DISBURSEMENTS			<u>\$674,045.12</u>

The foregoing payroll and accounts payable vouchers totaling \$674,045.12 are hereby approved and authorized for payment.


Auditor-Controller

8/24/15
Date


General Manager

8/29/15
Date

DISBURSEMENTS - DATED AUGUST 20, 2015

Date Prepared 8/21/15

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

Seq	Payable To	For	Amount
1	101 Office Products	Quarterly Ink Cartridge Supply (14-Black)	\$1,561.34
2	Aberegg, Michael	Progress Pymt#78: Drafting Services: RW Central Service Area (Balance Remaining on Contract \$10,988)	770.00
3	Able Tire & Brake	Tires (4) & Alignment ('12 F250)	1,027.12
4	AICPA Subscriptions	Subscription Renewal (9/15-8/16) (Budget \$70) (Landeros)	69.00
5	All Star Rents	Chipper Rental (STP) (1 Day) (\$437), Portable Air Compressor Rental (1 Day) (\$162) & Propane for Forklift	716.71
6	Banana Man's Water Trucks	Fill NMWD RW Tank (9,000 gal)	320.00
7	Bank of Marin	Bank of Marin Loan Principal & Interest (Pymt #46 of 240)	46,066.67
8	Barry, Mariann	Novato "Cash for Grass" Rebate	350.00
9	BATS	Traffic Control	13,150.00
10	Berkon, Pamela	Novato "Washer Rebate" Program	50.00
11	BKF Engineers	Progress Pymt#3: Provide Topographic & Utility Survey for RW Central Service Area Expansion Project (Balance Remaining on Contract \$281)	17,324.50
12	Bodan-Gonser, Nancy	Novato "Toilet Rebate" Program	100.00
13	Botha, Sonja	Novato "Cash for Grass" Program	400.00
14	Brenntag Pacific	Sodium Hydroxide (STP) (24,239 lbs)	4,775.13
15	Caldwell, David	Novato "Cash for Grass" Program	220.00
16	California State Disbursement	Wage Assignment Order	1,053.37
17	Canziani, Ann	Novato "Cash for Grass" Program	162.00
18		Cafeteria Plan: Uninsured Medical Reimbursement	200.00

Seq	Payable To	For	Amount
19	Clipper Direct	Commuter Benefit Program (2)	186.00
20	Combs, Marcus	Novato "Cash for Grass" Program	350.00
21	Craine, Robert	Novato "Washer Rebate" Program	50.00
22	CSW/Stuber-Stroeh Engineering	Progress Pymt #30: AEEP (Balance Remaining on Contract \$43,125)	13,765.40
23	Cummings Trucking	Rock (65 yds) & Sand (129 yds)	12,706.24
24	Diggs, James	Retiree Exp Reimb (Aug Health Ins)	966.79
25	Electrical Equipment	Parts to Make Motor Starter (O.M. Channel Grinder)	244.54
26	Environmental Science Assoc	Progress Pymt#39: RW Project So Service Area (Bal Remaining on Contract \$21,209)	10,961.25
27	Eurofins Eaton Analytical	Lab Testing	2,050.00
28	Farwest Corrosion Control	Cathodic Protection Wire (500')	288.12
29	Fisher Scientific	Endo Broth (50) (\$81), Reagent, pH Electrode, Membranes (600) (\$238) & Endo Broth (50) (\$81) (Lab)	507.55
30	Gallo, Ilona	Novato "Cash for Grass" Rebate Program	400.00
31	Globe, Kathy	Novato "Washer Rebate" Program	50.00
32	Golden Gate Petroleum	Gasoline (\$3.22/gal) & Diesel (\$2.57/gal)	3,721.20
33	Goodpaster, Stacie	Exp Reimb: AWWA CA NV Membership (8/7/15-8/31/16) (Budget \$0)	249.00
34	Grainger	Hard Hat Racks (3)	28.57
35	Groeniger	3' x 5' x 3' Vaults (2) (\$1,362), Bell Restrainers (4) (\$307), 1" Valves (6), SS All Threads (48) (\$342), 16" Disassembly Joint Fitting (\$2,261) & Hydrant Extensions (2) (\$176)	4,541.28
36	Hertz Equipment Rental	J.D. Excavator Rental (1 month) (So Novato Blvd)	3,122.85
37		Vision Reimbursement	368.00
38	Irish & Son Welding	Welding Services @ South Novato Blvd	480.00
39	Jacobs, Nicholas	Refund Overpayment on Closed Account	75.00

Seq	Payable To	For	Amount
40	Jim-n-i Rentals	Trench Plate Rental (18) (4 weeks) (So Novato Blvd	2,537.85
41	Kauer, Robert	Novato "Cash for Grass" Rebate Program	400.00
42	The Knox	Hydrant Locking Caps (6)	1,617.56
43	Lari, Ali	Novato "Washer Rebate" Program	50.00
44	Lawson, Mark	Novato "Pool Cover" Rebate Program	32.62
45	LGVSD	Recycled Water Deliveries (4/1-6/30/15)	40,727.22
46	Lieberstein, David	Novato "Washer Rebate" Program	50.00
47	Lincoln Life	Deferred Compensation PPE 8/15/15	13,554.18
48	Madruga Iron Works	Vault Lid w/Reader	1,945.66
49	Marin Color Service	Primer (STP)	59.67
50	Marin County Ford	Air Filters (4) (\$65), Motor Oil (26 qts) (\$120), Oil Filters (4) (\$25), Bed Mat (\$114), Wiper Blades, Brake Rotors, Brake Pad Set (\$474) ('10 F150), Rear Floor Mat (\$87) ('15 Ford Escape) & Front Brake Pads	987.88
51	Marin County Radio Shop	Labor to Install Kenwood Radios on New Trucks ('15 Ford Escape & '15 F150)	1,442.33
52	Marion Park Associates	Novato "Toilet Rebate" Program	100.00
53	Martin, Thomas	Novato "Washer Rebate" Program	50.00
54	McLellan, WK	Misc Paving	11,905.94
55	McCloskey, Gene	Refund Overpayment on Closed Account	141.09
56	McMaster-Carr Supply	Suction Line Strainer, Filter & O-Rings (30)	57.60
57	Mello, John	Retiree Exp Reimb (August Health Ins)	895.35
58	Michael Baker International	Prepare Stafford Dam Emergency Action Plan (Balance Remaining on Contract \$12,130)	20,447.48
59	Miller Pacific Engineering	Progress Pymt #2: Engineering Services: Backfill Testing & Geotechnical Services (Balance Remaining on Contract \$21,596)	937.20
60	Moore, Doug	Retiree Exp Reimb (August Health Ins)	895.35
61	MSC Industrial Supply	Centrifugal (\$290) & Peristaltic Pumps (STP)	420.55


Seq	Payable To	For	Amount
62	National Seminars Training	OSHA Compliance Course (Kane) (30 hrs) (9/21-9/25/15)	849.00
63	Nationwide Retirement Solution	Deferred Compensation PPE 8/15/15	1,825.00
64	New Pig	Safety Gloves (25-4ml)	310.62
65	New Resources Group	Low Flow Shower Heads (500) (\$1,775) & Hose Nozzles (500) (Water Conservation Give-aways)	3,139.00
66	Normandi, Winifred	Novato "Cash for Grass Rebate" Program	400.00
67	North Bay Gas	Nitrogen (\$916) (2) (STP) & July Cylinder Rental (\$142)	1,057.10
68	NMWD Employee Association	Association Dues 6/15 through 7/31/15	930.00
69	Novato, City of	Street Excavation Moratorium Fee (25 Knolltop & 1308 Cambridge)	1,000.00
70	Novato Disposal Service	July Trash Removal	432.54
71	Novato Development	Refund Security Deposit on Hyd Meter Less Final Bill	290.15
72	Novato Chevrolet	Leaf Springs, Brake Rotors, Parking Brake Kit & Front Brakes ('04 Chevy Silverado)	903.28
73	NTT Training	3 Day Instrumentation & Process Control Training Seminar (LeBrun) (8/18-8/20)	1,499.00
74	NTU Technologies	Dry Polymer (2,200 lbs) (STP)	6,468.00
75	Pace Supply	Couplings (2)	29.38
76	Perachiotti, Anthony & Colette	Novato "Washer Rebate" Program	50.00
77	Percy, Maureen	Novato "Cash for Grass Rebate" Program	200.00
78	Peterson Trucks	Fuel Tank Entry Step ('02 Intl Dump Truck)	95.76
79	Petro Tech	Replacement Fuel Hoses (2)	355.48
80	NMWD Petty Cash	Safety Buck, Parking, Safety Snacks, Greeting Card & Ziplock bags for Lab	58.49

Seq	Payable To	For	Amount
81	Pini Hardware	Wire Pulling Lube, Pipe Fittings for Sump Pump, Hose & Fittings for RWF @ 37 (\$67), Painting Supplies, Hasp, Door Hinges, Deck Screws, Sponge, 2 Gal Pail, Snap Links (2), Primer (1 gal), Faucet & Hoses for Ladies Room (\$77), Garbage Disposal & Cord (Apart) (\$131), Paint (3-12oz cans), Plumbing Fittings & Waterproof Epoxy	442.33
82	Pino, Warren	Novato "Cash for Grass Rebate" Program	400.00
83	Pollak, Randy	Novato "Cash for Grass Rebate" Program	400.00
84	Porter, Judy	Novato "Pool Cover Rebate" Program	40.74
85	PR Diamond Products	Pipe Cutting (4)	154.00
86	Ramudo, Pablo	Exp Reimb: Regional Board Workshop in Oakland (8/4/15). Mileage (\$38), Toll (\$5) & Parking (\$9)	51.95
87	Redig, Tracy Bell	Refund Alternative Compliance Reg 15 Deposit	945.00
88		Cafeteria Plan: Childcare Reimbursement	3,333.28
89		Cafeteria Plan: Childcare Reimbursement	118.75
90	Roy's Sewer Service	Annual Wet Well Clean Out (Oceana Marin)	2,704.00
91	Rudo, Mark	Novato "Toilet Rebate" Program	100.00
92	Rudolph, David	Novato "Washer Rebate" Program	50.00
93	Schafer, Robin & James	Novato "Washer Rebate" Program	50.00
94	Sebastopol Bearing & Hydraulic	Replaced Hydraulic Power Unit ('99 F350 Dump Truck)	774.18
95	Sequoia Safety Supply	Brief Relief Urine Bags (100) (\$253), Ibuprofen (300), Safety Glasses (24) (\$75) & Safety Gloves (24) (\$56)	399.68
96	Shirrell Consulting Services	Aug Dental Insurance Administration Fee	276.85
97	SHRM	Membership Dues (9/15-8/16) (Landeros) (Budget \$190)	190.00
98	Simonds Machinery	Replacement Impeller for Pump #2 @ Hayden Pump Station	637.13
99	Sked, Sandra	Refund Overpayment on Closed Account	39.43
100		Vision Reimbursement	184.00

Seq	Payable To	For	Amount
101	Steuble, Laura	Refund Overpayment on Closed Account	59.86
102	Sweeney, Marilyn	Novato "Cash for Grass Rebate" Program	150.00
103	Thatcher of California	Ferric Chloride (20 tons)	9,488.61
104	Thomas Scientific	Petri Dish (1,200) (\$389) & Pipette Tips (4,000) (\$111)	500.05
105	Underground Service Alert	Annual Membership (Arendell) (Budget \$910) (7/15 - 6/16)	945.00
106	Univar	Sodium Hypochlorite (1,000 gal)	793.50
107	US Bank	July Safekeeping Fee Treasury Securities	133.00
108	Vali Cooper & Associates	Progress Pymt #16: Construction Management Services for AEEP Reaches A-D MSN B3 Project (Balance Remaining on Contract \$262,768)	55,641.21
109	Verizon California	Leased Lines (2)	89.70
110	Waste Management	Disposal of Old STP Chemical Trench Covers	100.20
111	West Coast Well Logging Services	Video Well #2 @ PRTP	525.00
112	Young, Katie	Cafeteria Plan: Childcare Reimbursement	1,103.18
		TOTAL DISBURSEMENTS	<u>\$343,407.89</u>

The foregoing payroll and accounts payable vouchers totaling \$343,407.89 are hereby approved and authorized for payment.


8/18/15
 Auditor-Controller
 Date


8/18/2015
 General Manager
 Date

**Marin County
Fish & Wildlife Commission
invites you to our**

RECEIVED
SEP 17 2015
North Marin Water District

Annual Barbecue

Food & Drink Provided

Social begins at 4:30 pm with oysters followed by barbecue
(vegetarian selections also) til 7:30 pm

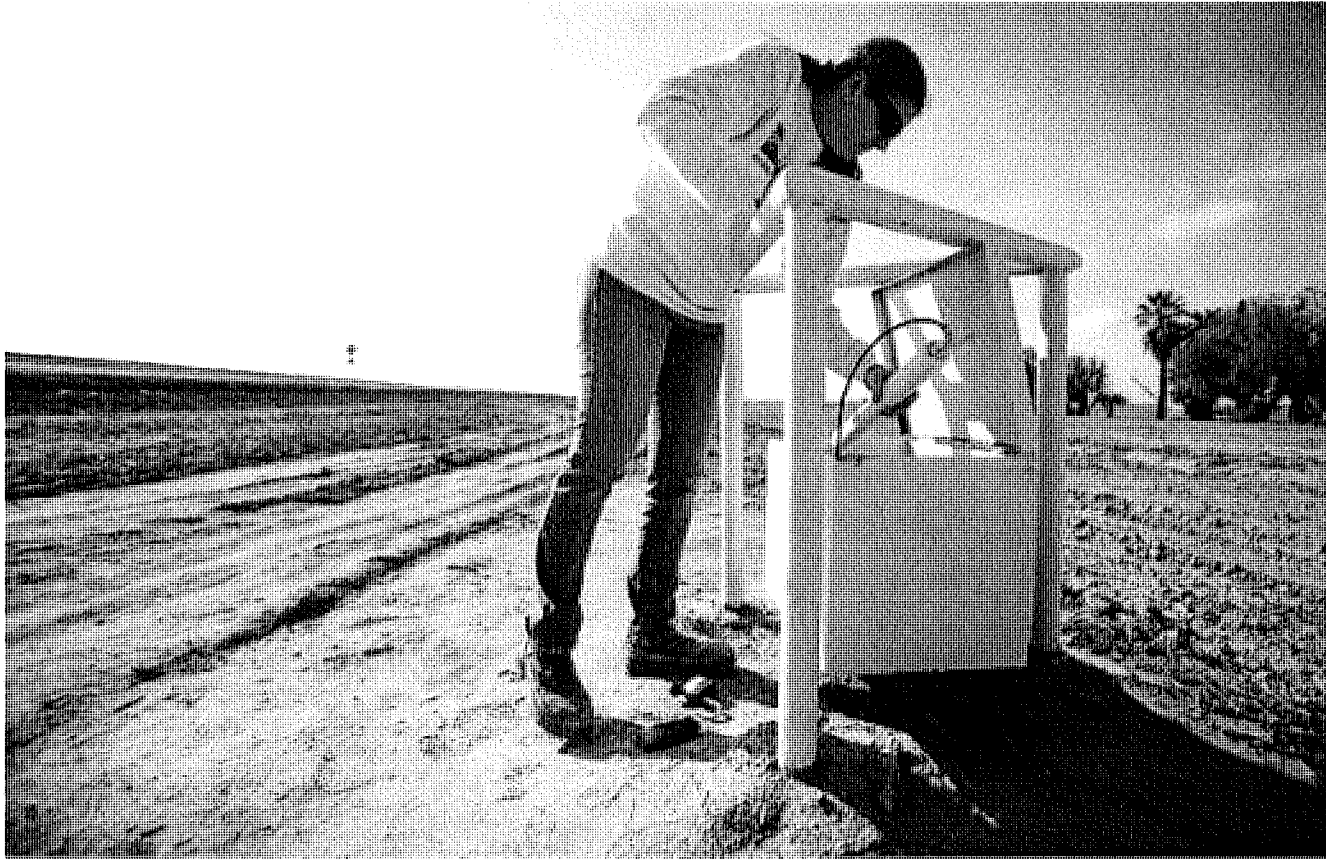
Thursday, September 17, 2015 / 4:30 pm
(Civic Center lawn – next to playground)

Families Welcome

*Meet the committee and our grant recipients to
hear about their projects*

SVP, Effie Cook, 473-4206 or ecook@marincounty.org

Central Valley locales sinking 2 inches a month as groundwater is drained



U.S. Geological Survey hydrologist Michelle Sneed is photographed at a ground water monitoring well along the Delta-Mendota Canal Tuesday, Feb. 11, 2014 near Los Banos, Calif. Damage to the canal from possible ground subsidence is being studied by the agency. (Aric Crabb/Bay Area News Group)

By Lisa M. Krieger, lkrieger@mercurynews.com

POSTED: 08/19/15, 9:37 PM PDT | UPDATED: 1 DAY AGO 5 COMMENTS

Satellites measuring the great Central Valley reveal that the land is dropping faster than ever before, as the state's devastating drought causes thirsty Californians to drain a subterranean reservoir.

Some places are sinking almost 2 inches a month, a trend that so alarms officials that they are urging regulation of new wells.

"The most important thing that can happen is for counties to pass or strengthen ordinances that limit over-pumping," California Department of Water Resources director Mark Cowin, said at a Wednesday morning press conference releasing the new data, collected by the National Aeronautics and Space Administration. "It will take that kind of action to have any real effect."

Last year, the state created a framework to regulate groundwater — the first time in state history — but it won't be fully implemented until 2020. And then it will take a decade or two for water levels to rebound,

Cowin said.

NASA found two “hotspots” of greatest subsidence. One was near the town of Corcoran, between Fresno and Bakersfield. Another was near the town of El Nio, near Chowchilla.

The scientists also found areas near the California Aqueduct sank up to 12.5 inches, with eight inches of that occurring in just four months of 2014.

Subsidence has already damaged wells, roads, bridges and aqueducts — and further sinking has the potential to damage them still more, according to authorities. Already, changes in elevation mean that state irrigation water must be moved into the Delta-Mendota Canal from behind the Mendota Dam, located at the confluence of the San Joaquin River and Fresno Slough, said Jeanine Jones, DWR’s deputy drought manager and interstate resources manager.

“Because of increased pumping, groundwater levels are reaching record lows —up to 100 feet lower than previous records,” Cowin said in a prepared statement. “As extensive groundwater pumping continues, the land is sinking more rapidly and this puts nearby infrastructure at greater risk of costly damage.”

The floor of the fertile Central Valley is filled with deep layers of clay, sand and gravel, left by ancient lakes and streams. Between these layers is fresh water, called aquifers.

As water is extracted, the layers’ loose clay particles compress, stacking like pancakes. Then the heavy ground above them collapses. Even when the aquifer recovers, the ground may stay damaged, capable of holding less water.

NASA obtained the subsidence data by comparing satellite images of the Earth’s surface over time.

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Decades ago, overpumping sunk half of the entire San Joaquin Valley, in one area as much as 28 feet. The subsidence largely stopped when the state and federal governments built reservoirs that delivered water to agriculture.

But with little rain and reduced flow from reservoirs, farmers are turning to aquifers to support their crops. The Central Valley, home to the world’s largest swath of ultra-fertile Class 1 soil, is the backbone of

California's \$36.9 billion a year, high-tech agricultural industry. Its 6.3 million acres of farmland produce more 350 crops, from fruits and vegetables to nuts and cotton, representing 25 percent of the food on the nation's table.

The new NASA data shows the sinking is happening faster than before, putting infrastructure on the surface at growing risk of damage, said authorities.

The report, Progress Report: Subsidence in the Central Valley, California, prepared for DWR by researchers at NASA's Jet Propulsion Laboratory, is available here:<http://water.ca.gov/waterconditions/index.cfm>

Contact Lisa M. Krieger at 650-492-4098. Follow her at www.facebook.com/LisaMKrieger and [Twitter.com/lisamkrieger](https://twitter.com/lisamkrieger).

Published on CNS News (<http://www.cnsnews.com> (<http://www.cnsnews.com>))

Feds release extra water to save Klamath salmon from disease

GRANTS PASS, Ore. (AP) — With water scarce in Northern California's Klamath Basin, a federal agency is again releasing cool, clean water into the Klamath River to prevent a repeat of the 2002 fish kill that left tens of thousands of adult salmon dead.

That move could lead to a renewed fight about the Klamath River, which has long been subject to intense political battles over sharing scarce water between farms and fish. Three tribes depend on its salmon for subsistence and ceremonial needs, and a fourth is looking forward to the day that four aging hydroelectric dams are removed so they can once again harvest the fish.

The U.S. Bureau of Reclamation said releases started Friday from Lewiston Dam on the Trinity River, the Klamath's primary tributary, and would continue into late September. Similar releases were done the last three years. They come from water that is shared with farms in the Central Valley.

"In this fourth year of severe drought, the conditions in the river call for us to take extraordinary measures to reduce the potential for a large-scale fish die-off," Mid-Pacific Regional Director David Murillo said in a statement. "This decision was made after discussions with federal and state fish regulatory agencies and serious consideration of the impacts on all affected parties."

There was no immediate word from Westlands Water District in Central California, the state's largest irrigation district, whether it would again go to court to try to stop the releases. But Thomas Schlosser, attorney for the Hoopa tribe, said he was notified by the district's attorney, Daniel J. O'Hanlon, that he would seek an injunction. O'Hanlon did not immediately return a phone call and email seeking comment. Last year, a federal judge denied the injunction sought by irrigators.

The releases were sought by the Hoopa Valley and Yurok tribes and Humboldt County to stave off an outbreak of a gill-rotting disease known as Ich — short for *Ichthyophthirius multifiliis* — that spreads in low and warm water conditions. The cooler and rising water spurs salmon to swim upstream to spawn. The releases are designed to triple flows at the river's mouth.

High levels of the parasite have been seen in fish since July, and the bulk of the fall chinook run is expected to move into the river soon.

"The community is grateful. This is a preventative measure," said Mike Orcutt, director of fisheries for the Hoopa tribe.

In the 2001 drought, the bureau had to shut off water to a federal irrigation district straddling the Oregon-California border to leave water for threatened coho salmon in the Klamath. When the Bush administration restored irrigation in 2002, causing river flows to diminish, an estimated 60,000 adult salmon died in the lower river from parasites that spread best in low and warm water conditions, infesting the gills and smothering the fish.

When Klamath returns are low, sport and commercial salmon catches in the Pacific are cut to ensure enough fish survive to spawn.

In the 1960s, as much as 90 percent of the Trinity's water was diverted to the Sacramento River for agriculture, but over time it became clear that fish were paying the price. In 2000, a plan was adopted splitting the water about half and half on average.

Source URL: <http://www.cnsnews.com/news/article/feds-release-extra-water-save-klamath-salmon-disease>

Four-time Novato mayor Ernie Gray dies at 80

Ernie Gray was Novato's mayor in 1979, 1986, 1992 and 1996. (Courtesy of Gray family)

By **Stephanie Weldy**, *Marin Independent Journal*

POSTED: 08/23/15, 10:14 AM PDT | UPDATED: 2 HRS AGO 0 COMMENTS

Ernie Gray, a four-time Novato mayor and a decades-long fixture at City Hall, died Aug. 16 — a day after his 80th birthday.

Mr. Gray died with his family at his bedside in Fort Bragg — where he was receiving medical treatment.

He is remembered by his family as a sports fan keen on the San Francisco Giants and 49ers, and a Civil War and Abraham Lincoln aficionado who was interested in paving a way for human rights for all.

“I’ll remember his big hands always there to help me,” said Jennifer Gray, the 52-year-old daughter of Mr. Gray. “I’ll remember his extraordinary love for his family, I’ll remember his strength of convictions for what he saw as the right path for Novato.”

Mr. Gray’s contributions to the community include 20 years served on Novato’s City Council, four years on the Planning Commission and a stint with the Marin Human Rights Commission. During this time, the Buck Institute for Research on Aging, the Vintage Oaks Shopping Center and Novato Community Hospital were introduced to the city.

Before serving Novato residents, Mr. Gray spent his earlier years in San Francisco.

He was born Aug. 15, 1935. In his teenage years, his family relocated to Daly City. Mr. Gray eventually ventured back to San Francisco, studied at the University of San Francisco, and married Mary Gray in 1960.

After moving for a short while to San Bruno and Stonestown, the Grays in 1967 moved to Novato, where Mr. Gray remained the rest of his life.

Beginning in 1975, Mr. Gray joined the Planning Commission, and a few years after became a council member — serving as mayor in 1979, ‘86, ‘92 and ‘96.

“I was just telling my granddaughter how he got started,” said Mary Gray, 78, on Friday afternoon. “We lived in San Marin and there was a big problem about discontinuing buses for a certain distance away — school buses. A group got together who was unhappy about the whole thing and that’s how he got started — listening to people and trying to please everyone.”

Mr. Gray continued in Novato politics trying to ensure everyone’s voice was heard, Mary Gray said.

Current Novato Mayor Jeanne MacLeamy worked with Mr. Gray during her first term serving as a council member. She remembers Mr. Gray as having a strong love for the city he served.

“I appreciated working with Ernie during my first term (on the council) as he was knowledgeable about city business and understood the long term ramifications of the decisions he made on the city and community,” MacLeamy said. “He truly loved Novato and clearly wanted to preserve and enhance the character and charm of our historic downtown civic center.”

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In addition to his wife and daughter, Mr. Gray’s survivors include his sons Wade Gray and Dennis Gray and grandchildren Tessa Murphy and Yimaya Gray.

An open memorial service for Mr. Gray will be held 2 p.m. Aug. 29 at Novato City Hall, 901 Sherman Ave.

Bikers catch air at opening of Stafford Lake Bike Park in Novato

Cyclists ride the skills progression course on opening day at the Stafford Lake Bike Park in Novato on Saturday. Alan Dep — Marin Independent Journal

By Stephanie Weldy, Marin Independent Journal

POSTED: 08/22/15, 5:28 PM PDT | UPDATED: 7 HRS AGO 29 COMMENTS

For 21-year-old Erick Morales, who's been on a bike since first learning to walk, biking in Marin has been far from easy with its lack of trails open to bikers.

But with the official opening of Stafford Lake Bike Park on Saturday in Novato, it'll now be a bit easier, he said.

"Personally, I've gotten a few citations for being with my bike on a single trail I wasn't supposed to be on," the Novato resident said. "This is really a big step for us. It's exciting."

With more than \$1 million in costs and hundreds of hours of work, the first phase of Marin's first bike park is now open. The official opening of the park, commencing with a four-hour celebration that included live music and speeches, drew in a few hundred bikers of all ages and skill levels.

See photos from Saturday's grand opening

Phase one of the park includes a dual slalom — a short track intended for racing — a skills progression zone featuring beginner, intermediate and advanced levels, a skills perimeter trail that borders the bike park, and beginner and kids pump tracks — looped tracks consisting of berms and dirt mounds where bikers ride without pedaling.

Douglas Mathieux, 46, came out from San Anselmo with 11-year-old daughter Alexa to check out the variety of features the park has to offer. Mathieux said he'll frequent the park often with his daughter in an effort to get her the skills needed for mountain biking alongside him on different terrains.

"I'm excited to bring Alexa here, because I'd love to get her interested in mountain biking so I have someone to go with," he said.

After Alexa Mathieux had completed a lap on the dual slalom, she

received an embrace and a kiss from her thrilled father.

The bike park, situated on a portion of the 139-acre Stafford Lake Park, was made possible through a public-private partnership that included the county providing 17 acres of land for phases one and two of the bike park, and \$182,000 for design and construction drawings, and an additional \$75,000. County parks staff also provided hundreds of hours for planning and construction. The nonprofit group Friends of Stafford Lake Bike Park was able to raise \$732,000 in donations and sponsorships and drum up volunteer support.

“This is really a private-public partnership,” said Julia Violich, who founded the nonprofit. “This county has never done anything like this before. The county literally gave us 17 acres to do our thing and then allowed us to raise money and be a part of it and volunteer. It’s an amazing partnership.”

Supervisor Judy Arnold said the collaboration has proved to be a successful model. The project, which has been about six years in the making, will provide much to the community, she said.

“I’ve been a big supporter of this from the beginning,” she said. “In the community, so many parents say, ‘why does Novato have nothing for teens?’ This will fill part of that void.”

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Phase two, to be stretched along 9 acres, is expected to feature multiple cross country lines, a terrain zone and an intermediate and advanced pump trail, according to county park officials. Funding for the second portion of the park will have to be fully funded by community efforts. Violich said phase two will be much easier to tackle now that those involved know what to expect. Only an approximate \$400,000 more is

needed for that portion, she said.

Ryan Rodriguez, 31, said getting a park for bikers is a huge step for Marin. The Novato resident on Saturday was catching up to 12 feet of air on the advanced skills progression zone. Before construction of the park, the next nearest bike park that offered such variety of features was in Tahoe, where he'd often travel to, Rodriguez said.

"It's a pretty historic event for our county to finally get somewhere to get super rad on bikes," he said.

Marin supervisors reject call for greater labor talk transparency

By Nels Johnson, *Marin Independent Journal*

POSTED: 08/25/15, 8:55 PM PDT | UPDATED: 13 HRS AGO 12 COMMENTS

Negotiating who gets paid how much for what at the Marin Civic Center will remain behind closed doors as county supervisors rebuffed civil grand jury proposals to let the light shine in.

The county board Tuesday dismissed a call by the grand jury for a more open government.

“What are you, what are the unions afraid of?” asked former San Rafael councilman Jack Nixon, foreman of last year’s grand jury. “Why can’t you at least let the public know what is being proposed during negotiations?”

But supervisors approved without change an administration analysis rejecting or deferring key grand jury proposals to pull the covers off employee pay talks.

County Administrator Matthew Hymel’s review of a transparent labor negotiation process called Civic Openness In Negotiations, or COIN, similar in some respects to statements issued by other public agencies in Marin, disagreed with aspects of it while saying more study was required. The county sees value in some provisions but “other provisions may work against our ultimate goal to negotiate the best deal for taxpayers,” he said.

The grand jury liked the program so much it recommended it twice, issuing reports urging the county and local cities to adopt it, then following up with a directive that key special districts do the same.

The one proposal Hymel identified as helpful — and recommended for adoption “after good faith bargaining” with labor unions — is publication on the consent calendar of tentative labor pacts a week before they are up for review. The plan lags more progressive programs, such as in Fairfax, where officials agreed to publish pay pact proposals a month before they come up for review.

Freshman Supervisor Damon Connolly dominated board commentary on the plan, saying releasing negotiating proposals during labor talks could backfire amid grandstanding disruption.

“I fundamentally disagree ... with negotiating in public,” he declared.

Connolly, calling COIN a “legally suspect gesture,” noted that public posturing during the BART strike triggered confusion, hardened positions and delayed resolution of issues.

Other board members lined up behind Connolly, with Kate Sears saying bargaining requires candid conversations. “Our Board of Supervisors is committed to transparency,” Sears said, but “bargaining in public is very different, whether it be for a nuclear Iran deal or a sports star contract.”

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Supervisor Judy Arnold lauded Hymel's analysis, including publication of tentative agreements a week early on the consent calendar. "Yet again our board has responded," Arnold said, saluting county efforts on pension reform.

Supervisor Katie Rice had unusual praise for relentless board critics, saying, "I appreciate the pressure Citizens for Sustainable Pension Plans has brought on us ... to improve."

A half-dozen members of the pension group criticized the county retort to the grand jury, replaying a debate on the open negotiation program last spring. This time around, representatives of county fire unions, who earlier had provided fierce criticism of allowing the public to know more about labor talks, did not appear.

Jody Morales of Lucas Valley, founder of the pension group, said the county was embarking on business as usual and "thumbing its nose" at the grand jury as well as taxpayers. "It is time to open closed doors," she said.

Criss Romero, a senior representative of the Marin Association of Public Employees, said critics suffered from "flawed logic" and lauded the "service mentality" of the county's workforce.

The grand jury advocated an open government process in which taxpayers get independent interim reports on how pay and benefit pacts are progressing and letting the public chime in long before decisions are final.

The jury noted that the negotiation process itself would not be public, but more information about it disclosed. As it stands in Marin County today, public officials exclude local residents "from input until it is too late for a reasoned public dialogue," jurors noted.

"Although Marin County residents pay taxes to support decisions by the Marin County Board of Supervisors and the city and town councils, there are numerous times when no transparency into the background of those decisions is made to the public," the jury said.

The issue, the jury said, is "What should be disclosed to the residents of Marin, and when?"

Marin water district sees ongoing pipe project as tool in drought effort

By Mark Prado, *Marin Independent Journal*

POSTED: 08/25/15, 7:43 PM PDT | UPDATED: 15 HRS AGO 0 COMMENTS

Efforts to restore Marin's aging pipe system have had an important effect as a statewide drought continues: saving water.

The Marin Municipal Water District's Fire Flow Master Plan has been in place since 1997 and through last year it rebuilt more than 76 miles of pipes in the county. The pipe work is funded by an annual \$75 parcel fee that was last extended in 2012.

Some of the older pipes are at risk of breaking in a strong earthquake, or are just leaky. With a drought in full effect, new pipes help save water. Some of the pipes in the system were installed early in the last century by the long-defunct North Coast Water Co.

"Our customers are doing a great job conserving," said Emma Mahoney, water district spokeswoman. "We are doing our part by investing in the replacement of worn pipelines and fixing leaks quickly."

Next month work will begin to replace over half a mile of aging pipe on Sequoia Valley Road and nearby streets in Mill Valley as part of the program. The current pipe, installed in sections in 1917 and 1931, has had numerous leaks. The old pipes from this period are unlined and over time the inside walls begin to corrode and block water flow.

Welded steel pipe will be used in its place, which will hold up better in a tremor and on steep slopes on roads such as Castle Rock Drive and Tourist Club Road.

W.R. Forde Associates of Richmond will do the work for \$494,000 with completion set for December, when some are predicting an El Niño will be in full force to help alleviate the drought — although that is far from a certainty.

"It's very unlikely that things will develop exactly as we're hoping for," said Jay Lund, director of the University of California Davis Center for Watershed Sciences. "In some areas, the drought might be over, and in some areas it might be worse."

In addition to stopping leaks, the water district's pipe program affords better protection from fire, water officials say.

Parts of the water pipeline network were built before modern seismic and fire safety standards were established. While the smaller pipes are adequate for daily needs, they are often too small for fire flow requirements, officials said.

Fire officials said water needs to flow at a minimum of 1,000 gallons a minute to fight fires and many of Marin's older pipes cannot deliver, creating a risk for the community.

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Marin Municipal's water system includes more than 900 miles of water mains, three water treatment plants, 95 pump stations and 138 storage tanks, mostly between Sausalito and San Rafael.

The Bay Area News Group contributed to this report.

Californians cut water use by 31 percent in July

By Scott Smith, Associated Press

POSTED: 08/27/15, 3:58 PM PDT | UPDATED: 2 HRS AGO 2 COMMENTS

FRESNO — For the second straight month, Californians exceeded hefty water conservation mandates during the relentless drought without the state imposing fines, officials said Thursday.

Cities cut water use by a combined 31 percent in July, exceeding the governor's statewide conservation mandate of 25 percent, the State Water Resources Control Board reported.

The figure surpassed the June figure of 27 percent savings despite hot summer temperatures.

Marin residents continued to surpass state conservation mandates in July.

The Marin Municipal Water District, required to cut use by 20 percent, had a reduction of 24 percent. The North Marin Water District, needing to cut use by 24 percent, had 36 percent savings.

The strong figures show California residents are beginning to understand the dire need to cut back in the fourth year of the drought, said Felicia Marcus, chair of the water board.

"This isn't your mother's drought or your grandmother's drought," she said. "This is the drought of the century."

Gov. Jerry Brown has ordered cities to use 25 percent less water, compared to the same period of 2013, the year before Brown declared a drought emergency.

Officials said heavy rain in July in Southern California played a role in the latest savings, causing people to leave their sprinklers idle. Enforcement and strong messaging by water agencies were bigger factors, Marcus said.

"We have a movement in urban California," she said.

Some 290 water suppliers serving 29 million people met or exceeded their conservation standard in July — an increase from 265 in June, officials reported.

Regulators are turning their focus to the communities failing to conserve and making personal visits with local officials in cities that haven't responded to the mandate by Brown.

Four smaller communities reported missing target conservation numbers by 15 percent or more. One was Livingston, but state regulators say the large Foster Farms chicken processing plant in the area counteracted conservation by the community's 15,000 residents.

Regulators say they are working with city officials and Foster Farms on a plan that doesn't force the plant to lay off employees and saves water where possible.

The state's largest water agencies met targets set by the state.

Los Angeles Department of Water and Power reported saving 21 percent in July — more than its mandated 18 percent savings. San Diego used 29 percent less water. The San Jose Water Co. consumed 38 percent less, and Fresno reported conserving by 31 percent.

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State officials have the ability to fine underperforming water districts. Fines start at \$500 a day and increase to \$10,000 a day. So far there have been none from the state, which is leaving education and enforcement to local districts.

Regulators called the Coachella Valley Water District the comeback kid for saving about double in July over June, hitting 41 percent conservation.

The 300,000 residents in the Coachella Valley have been urged to take advantage of programs that help them install efficient toilets and showerheads or rip out lawns, said Heather Engel, director of communications and conservation for the district.

In July, the district started using tiered water rates, resulting in bills that totaled thousands of dollars in a few extreme cases, she said.

The bills followed a warning in June, telling customers what their rate would be under the upcoming rate system.

“They saw that warning and they changed their behavior,” Engel said. “I don’t know what else to attribute it to.”

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California, US Seek Permits For State's Giant Water Tunnels

Friday, August 28, 2015 | Sacramento, CA | [Permalink](#)



FILE - In this Feb. 22, 2006 file photo, houses located in the Pocket Area of Sacramento, Calif., are seen along the Sacramento River.

Rich Pedroncelli / AP

(AP) - California and the U.S. Bureau of Reclamation are seeking permits for a key part of Gov. Jerry Brown's proposed water tunnels.

Brown is urging construction of two, 30-mile-long tunnels to carry water from north to south, at a state-estimated cost of \$17 billion. Officials announced Thursday that the California Department of Water Resources and the U.S. Bureau of Reclamation have filed applications for the work with the state Water Resources Control Board.

Authorities are seeking permits to take water through three intakes -- each the size of three football fields -- at the Sacramento River.

Opponents say the state is pushing forward on the tunnels before they're approved. State spokeswoman Nancy Vogel says it's normal for construction projects to seek permits at the same time as environmental and public reviews.



tunnels

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