



NORTH MARIN WATER DISTRICT
AGENDA - REGULAR MEETING
 September 17, 2013 – 7:30 p.m.
 District Headquarters
 999 Rush Creek Place
 Novato, California

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Est. Time	Item	Subject
7:30 p.m.	CALL TO ORDER	
	1. APPROVE MINUTES FROM REGULAR MEETING , September 3, 2013	
	2. GENERAL MANAGER'S REPORT	
	3. OPEN TIME: (Please observe a three-minute time limit)	
	This section of the agenda is provided so that the public may express comments on any issues not listed on the agenda that are of interest to the public and within the jurisdiction of the North Marin Water District. When comments are made about matters not on the agenda, Board members can ask questions for clarification, respond to statements or questions from members of the public, refer a matter to staff, or direct staff to place a matter of business on a future agenda. The public may also express comments on agenda items at the time of Board consideration.	
	4. STAFF/DIRECTORS REPORTS	
	5. MONTHLY PROGRESS REPORT	
	CONSENT CALENDAR	
	The General Manager has reviewed the following items. To his knowledge, there is no opposition to the action. The items can be acted on in one consolidated motion as recommended or may be removed from the Consent Calendar and separately considered at the request of any person.	
	6. Consent – Approve CalPERS Resolution to Reduce District Contribution	Resolution
	ACTION CALENDAR	
	7. Approve: GHD Contract amendment	
	8. Approve: Customer Bill Language Review	
	9. Approve: Duplicate Medical Coverage - Employee Appeal	
8:00 p.m.	INFORMATION ITEMS	
	10. Hiring of Two Temporary Employees	
	11. Presentation on Sunset Parkway Main Replacement	
	12. MSN B1 (AEEP Reach E) – Progress Report No. 2 (Harris & Associates)	
	13. Comments on the Draft Environmental Impact Report for the City of Novato Housing Element Update August 2013	
	14. TAC Meeting – September 9, 2013	

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.	MISCELLANEOUS Disbursements Water Research Foundation letter Press Release – Change of Guard at Marin LAFCO <u>News Articles:</u> First Chinook salmon of year returns to Russian River Brown on the North Redwood Corridor Russian River Coho Salmon Monitoring Program: Landowner Recognition Novato gas line break forces downtown street closure Locals save historic Olema butcher shop Olema fire quickly stamped out Bear Republic Brewing Co., Cloverdale strike deal to boost city's water supply Discovery of young coho salmon in Russian River tributary heralded Editorial: Ross Valley's problem a lesson to other district boards Court clears way for Marin desal plant, but water district has no plans to pursue project
9:00 p.m.	16.	ADJOURNMENT

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1 **ACTION CALENDAR**

2 **CONTRACT FOR ENGINEERING SERVICES FY13-14 WHITE AND PRESCOTT**

3 Drew McIntyre advised the Board that the District would like to enter into an engineering
4 services contract with White & Prescott with a not-to-exceed limit of \$30,000 for miscellaneous
5 engineering services. He noted that White & Prescott, a Novato engineering firm, has assisted the
6 District staff since 1999 to provide miscellaneous services. Mr. McIntyre informed the Board that the
7 additional engineering service by White & Prescott are required for the Novato High School and San
8 Marin High School projects as well as anticipated ongoing work for the Marin Sonoma Narrows and
9 Aqueduct Energy Efficiency Project task orders, making a new contract necessary.

10 On motion of Director Schoonover, seconded by Director and unanimously carried by those
11 present on the Board, the Board authorized the General Manager to execute a new Consulting
12 Services agreement between NMWD and White and Prescott for miscellaneous engineering
13 services with a not-to-exceed limit of \$30,000 by the following vote:

14 AYES: Director Baker, Petterle, Rodoni and Schoonover

15 NOES: None

16 ABSTAIN: None

17 ABSENT: President Fraites

18 **INFORMATION ITEMS**

19 **FOURTH QUARTER FY 12/13 – WATER QUALITY REPORT W/ QUARTERLY**
20 **BACTERIOLOGICAL MONITORING REPORT**

21 Pablo Ramudo, Water Quality Supervisor, provided the Board with the Fourth Quarter FY
22 12/13 Water Quality Report. He indicated that the water served to both Novato and Pt. Reyes met
23 all federal and state primary and secondary drinking water quality standards. He informed the Board
24 that in the Novato system, out of the 241 routine samples collected for compliance with the Total
25 Coliform Rule, there were no coliform positive samples this quarter and the disinfection by products
26 were moderate for the quarter and within standards.

27 Mr. Ramudo informed the Board that the raw water in Pt. Reyes was good throughout the
28 quarter and the water quality parameters affected by salt water intrusion were fairly low and near
29 their historical baseline levels. He advised the Board that the newly constructed Pt. Reyes Well #4
30 was first used as a source of water on June 6th after the Department of Public Health approved its
31 use as a potable source of water. Mr. Ramudo advised the Board that the Deer Island Recycled

1 Water Facility was operated for several days in April to provide recycled water to the North area of
2 Novato while Novato Sanitary District was temporarily unable to produce water.

3 Mr. Ramudo apprised the Board of the recent taste and odor challenges in treating the
4 Stafford Lake water. He stated that the use of the regenerated carbon was causing color problems
5 as well as passing through odors. He informed the Board that staff quickly shut down the Stafford
6 Treatment Plant to correct the issues. Mr. DeGabriele added that the taste was very prevalent and
7 there were several customer complaints but that staff is waiting for the algae in the lake to subside
8 before continuing with water treatment from the Stafford Lake.

9 Mr. Ramudo advised the Board of the new hexavalent chromium standard which is currently
10 under review by the State.

11 Mr. Ramudo informed the Board of the recent salinity notice published in the Pt. Reyes Light.
12 He noted that the salinity was just above the notification level of 50mg/L. Director Rodoni asked if
13 staff was surprised by that. Mr. Ramudo replied that staff saw the trend coming and that the chlorine
14 levels had gone up and sodium has not.

15 **BOARD REVIEW OF DISTRICT POLICIES #13 – BOARD OF DIRECTORS COMPENSATION**
16 **AND PROCEDURE**

17 Mr. DeGabriele stated that the proposed current draft revision of the District Policy #13 –
18 Directors Compensation and Procedure, would increase Director Compensation to \$200 per each
19 days service and annually escalate the amount based on the change in the San Francisco Bay Area
20 CPI but no greater than 5% per year per California Water Code limitation. He reminded the Board
21 that the last increase received was in 1982. Mr. DeGabriele asked the Board for direction on the
22 next steps they would like to take. He noted that if the Board would like to revise the policy a public
23 hearing would need to be scheduled and then a notice would be placed in the Marin Independent
24 Journal for two consecutive weeks prior to the public hearing. He informed the Board that once the
25 public hearing is held and an ordinance is adopted, it would be 60 days before the proposed revision
26 becomes effective.

27 Director Rodoni stated that the Board has been discussing this policy off and on for several
28 years and believes it is time to move forward and that the Board should come back at a future
29 meeting with proposals.

30 Ed Grundstrom, Novato resident, opined that a 100% increase is excessive and if the District
31 continues to do 5% every year there would be a potential of being five times the amount. He
32 believes that there should be some increased compensation but not that high. Mr. Grundstrom also

1 stated that he would like to have more information be published about the fluoridation of the water
2 system.

3 Director Rodoni stated that it would be a couple of years before decisions would be made
4 regarding fluoridation and that Sonoma County Water Agency is dealing with the majority of the
5 decisions.

6 Director Schoonover agreed that the Board should come back with comments about
7 proposals. Director Rodoni suggested that comments be directed to the General Manager and
8 brought back at the October 1st meeting.

9 Director Petterle asked if an ordinance is required.

10 Mr. DeGabriele indicated an ordinance is required and stated that once a public hearing is
11 set and held and the Board adopts the ordinance it does not come into effective for 60 days, giving
12 the voters an opportunity to protest. He noted that Marin Municipal Water District just raised the
13 Directors Compensation to \$174 per each days service.

14 **NBWRA UPDATE**

15 Drew McIntyre provided a summary of the North Bay Water Reuse Authority meeting held on
16 August 19th. He stated that Marin County has now become an Associate Member of the NBWRA.

17 Mr. McIntyre informed the Board that he provided the workshop #4 presentation for the
18 Phase 2 developments including City of Petaluma and Marin Municipals plans for recycled water. He
19 stated that the District is not a participant in the Phase 2 plan and that the District continues to stay
20 focused on finishing the three Novato Recycled Water projects with the Central area remaining. He
21 noted that the Central area should start in another two years and once that area is completed the
22 District will have met the Urban Water Management Plan goals for Recycled Water.

23 Director Baker asked if the Central Area included Marin County Club. Mr. McIntyre stated no,
24 that the Central Area would extend from the Davidson plant including Vintage Oaks, Scottsdale
25 Pond, Novato High School and Hill Road. He stated that Marin County Club would be an extension
26 that has not been identified as the Central Area currently. Mr. McIntyre stated that the club does not
27 use a lot of water from the District but from wells and the creek. Director Baker stated that wells
28 have not been fruitful. Mr. McIntyre stated that with little rainfall this spring it has been a hardship on
29 those with wells. He stated that the District has stated that a Recycled Water study could be
30 developed again as long as the county club is willing to pay for it. He stated that some of the
31 recycled water regulations state that there can be no incidental run off which would be a challenge
32 at the country club.

1 Mr. DeGabriele stated that last Friday he attended the Opening Ceremony for the Napa Salt
2 Marsh Recycled Water Pipeline and it was well attended with a lot of speakers. He stated that it was
3 a great environmental restoration project which also delivers recycled water to vineyards.

4 **NBWA – SEPTEMBER 6, 2013**

5 Mr. DeGabriele informed the Board that the North Bay Watershed Association meeting will
6 be held on Friday, September 6th and Director Baker will be attending for President Fraites.

7 **MISCELLANEOUS**

8 The Board received the following miscellaneous information: Disbursements, Press
9 Release, Salinity Notice, Marin County Fish & Wildlife Commission Barbecue. The Board also
10 received the following news articles: Region 1 Promotes Local “Take It From The Tap” Programs,
11 Lieb Brothers, and New Interim Public Works Director Announced.

12 Director Rodoni stated that on Friday night a vehicle drove through a power pole into the
13 Olema pump house and that District staff did a wonderful job fixing it. Mr. DeGabriele stated that
14 Director Rodoni and his wife helped put out the fire caused by the accident and commended him on
15 a job well done.

16 Mr. DeGabriele reminded the Board that the Russian River facilities tour will be coming up in
17 mid-September.

18 **ADJOURNMENT**

19 Vice President Rodoni adjourned the meeting at 8:15 p.m.

20 Submitted by

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Katie Young
District Secretary

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NORTH MARIN WATER DISTRICT
MONTHLY PROGRESS REPORT FOR August 2013
 September 17, 2013

1.

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

Month	FY13/14	FY12/13	FY11/12	FY10/11	FY09/10	14 vs 13 %
July	385	389	371	379	360	-1%
August	365	396	373	368	367	-8%
FYTD Total	750	785	744	747	727	-4%

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

Month	FY13/14	FY12/13	FY11/12	FY10/11	FY09/10	14 vs 13 %
July	9.3	9.8	9.2	9.9	10.0	-5%
August	9.3	9.7	9.4	9.9	10.6	-5%
FYTD Total	18.6	19.5	18.7	19.8	20.6	-5%

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

Month	FY13/14	FY12/13	FY11/12	FY10/11	FY09/10	14 vs 13 %
July	98	49	115	109	152	101%
August	83	83	126	108	150	0%
FYTD Total	181	131	241	217	302	38%

Recycled Water Production - in Million Gallons - FY to Date

Month	FY13/14	FY12/13	FY11/12	FY10/11	FY09/10	14 vs 13 %
July	27.6	11.2	11.0	11.9	12.0	147%
August	24.6	10.5	12.2	11.2	12.9	134%
FYTD Total	52.2	21.7	23.2	23.2	24.9	141%

2. Stafford Lake Data

	August Average	August 2012	August 2013
Rainfall this month	0 Inches	0 Inches	0 Inches
Rainfall this FY to date	0 Inches	0 Inches	0 Inches
Lake elevation*	183.5 Feet	183.4 Feet	184.8 Feet
Lake storage**	614 MG	609 MG	683 MG

* Spillway elevation is 196.0 feet

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

Temperature (in degrees)

	Minimum	Maximum	Average
August 2012 (Novato)	53	108	75
August 2013 (Novato)	50	112	75

3. Number of Services

August 31	Novato Water			Recycled Water			West Marin Water			Oceana Marin Swr		
	FY14	FY13	Incr %	FY14	FY13	Incr %	FY14	FY13	Incr %	FY14	FY13	Incr %
Total meters installed	20,707	20,746	0.2%	45	6	650%	819	820	0.1%	-	-	-
Total meters active	20,479	20,495	0.1%	42	2	2000%	776	777	0.1%	-	-	-
Active dwelling units	23,940	23,944	0.0%	0	0	-	811	811	0.0%	227	227	0.0%

4. Oceana Marin Monthly Status Report (August)

Description	August 2012	August 2013
Effluent Flow Volume (MG)	0.573	0.567
Irrigation Field Discharge (MG)	0.757	0.359
Treatment Pond Freeboard (ft)	4.4	5.7
Storage Pond Freeboard (ft)	5.0	5.1

5. Developer Projects Status Report (August)

Job No.	Project	% Complete	% This month
2670	Canyon Green	70	10
2763	City Administration Office	11	1
2759	Novato High School	95	10
2760	San Marin High School	97	5

District Projects Status Report - Const Dept (August)

Job No.	Project	% Complete	% This month
7139.00	PB Replacement- City Measure A, Group 5	70	0
7118.10	Gunn Dr- Waterline Relocation	100	5

Employee Hours to Date, FY 13/14

As of Pay Period Ending August 31, 2013
Percent of Fiscal Year Passed = 16%

Developer Projects	Actual	Budget	% YTD Budget	District Projects	Actual	Budget	% YTD Budget
Construction	482	1,400	34	Construction	295	5,607	5
Engineering	102	1,480	7	Engineering	894	3,698	24

6. Safety/Liability

	Industrial Injury with Lost Time				Liability Claims Paid	
	Lost Days	OH Cost of Lost Days (\$)	No. of Emp. Involved	No. of Incidents	Incurred (FYTD)	Paid (FYTD) (\$)
FY through August 13	21	8736	1	0	2	1295
FY through August 12	0	0	0	0	0	853

Days without a lost time accident through August 31, 2013= 82 days

7. Energy Cost

FYE		August			Fiscal Year-to-Date thru August		
		Kwh	¢/Kwh	Cost/Day	Kwh	¢/Kwh	Cost/Day
2014	Stafford TP	76,691	17.0¢	\$422	161,616	21.3¢	\$556
	Pumping	176,601	15.9¢	\$967	367,831	16.2¢	\$1,009
	Other*	48,286	21.8¢	\$363	96,516	22.0¢	\$360
		301,578	17.1¢	\$1,721	625,963	18.4¢	\$1,921
2013	Stafford TP	38,126	19.4¢	\$390	77,152	19.6¢	\$308
	Pumping	102,855	22.5¢	\$724	310,446	15.1¢	\$719
	Other*	51,648	28.4¢	\$458	100,576	24.6¢	\$392
		192,630	23.5¢	\$1,615	488,174	17.7¢	\$1,467
2012	Stafford TP	97,527	17.5¢	\$590	196,254	17.5¢	\$581
	Pumping	182,966	14.5¢	\$916	459,731	14.2¢	\$1,023
	Other*	43,998	21.2¢	\$301	87,361	21.3¢	\$304
		324,491	16.3¢	\$1,963	743,346	15.9¢	\$1,793

*Other includes West Marin Facilities

8. Water Conservation Update

	Month of August 2013	Fiscal Year to Date	Program Total to Date
High Efficiency Toilet (HET) Rebate (\$100 each)	17	38	2,662
Retrofit Certificates Filed	31	63	4,832
Cash for Grass Rebates Paid Out	2	7	529
Washing Machine Rebates	18	56	6,207
Water Smart Home Survey	29	58	1,475

9. Utility Performance Metric

CUSTOMER SERVICE INTERRUPTIONS	August No. of Customers Impacted
PLANNED	
Duration Between 0.5 and 4 hours	7
Duration Between 4 and 12 hours	
Duration Greater than 12 hours	
UNPLANNED	
Duration Between 0.5 and 4 hours	8
Duration Between 4 and 12 hours	
Duration Greater than 12 hours	
SERVICE LINES REPLACED	August
Polybutylene	8
Copper (Replaced or Repaired)	

NORTH MARIN WATER DISTRICT

Summary of Complaints & Service Orders August 2013

9/11/2013

<u>Type</u>	<u>Aug-13</u>	<u>Aug-12</u>	<u>Action Taken August 2013</u>
<u>Consumers' System Problems</u>			
Service Line Leaks	16	23	Notified Consumer
Meter Leak Consumer's Side	0	0	~
House Plumbing	0	0	~
Noisy Plumbing	0	0	~
Seepage or Other	0	0	~
House Valve / Meter Off	7	5	Turned Back On
Nothing Found	8	13	Notified Consumer
Low Pressure	0	0	~
High Pressure	1	0	PSI @ 124-129, failed PRV
Water Waster Complaints	0	0	~
Total	32	41	
<u>Service Repair Reports</u>			
Register Replacements	0	0	~
Meter Replacement	2	2	Replaced
Meter Box Alignment	0	0	~
Meter Noise	0	0	~
Dual Service Noise	0	0	~
Box and Lids	0	2	~
Water Off/On Due To Repairs	5	6	Notified Consumer
Misc. Field Investigation	4	7	Notified Consumer
Total	11	17	
<u>Leak NMWD Facilities</u>			
Main-Leak	0	0	~
Mains-Nothing Found	0	0	~
Mains-Damage	0	1	~
Service- Leak	6	19	Repaired
Services-Nothing Found	1	3	Notified Consumer
Service-Damaged	0	0	~
Fire Hydrant-Leak	2	0	Repaired
Fire Hydrants-Nothing Found	0	0	~
Fire Hydrants-Damaged	2	0	Repaired
Meter Replacement	0	0	~
Meters-Leak	0	0	~
Meters-Nothing Found	0	0	~
Meters Damaged	0	0	~
Washer Leaks	4	7	Replaced
Total	15	30	
<u>High Bill Complaints</u>			
Consumer Leaks	12	16	Notified Consumer
Meter Testing	0	0	~
Meter Misread	7	5	Notified Consumer
Nothing Found	34	36	Notified Consumer
Projected Consumption	0	0	~
Excessive Irrigation	6	3	Notified Consumer
Total	59	60	

NORTH MARIN WATER DISTRICT

Summary of Complaints & Service Orders August 2013

9/11/2013

Type	Aug-13	Aug-12	Action Taken August 2013
<u>Low Bill Reports</u>			
Meter Misread	0	0	~
Stuck Meter	0	1	~
Nothing Found	0	0	~
Projected Consumption	0	0	~
Minimum Charge Only	0	0	~
Total	0	1	
<u>Water Quality Complaints</u>			
Algal Bloom/GAC	35	0	STP was shut down 08/26/13
Taste and Odor	2	0	Customer reported chemical taste in water. (Posada Del Sol) Chlorine level normal & typical for Novato. Advised customer of results.
			Customer reported odor in water. (Calypso Shrs) Odor due to backflow from pressurized hose. Advised customer to avoid backflow from hose.
Color	2	0	Customer reported yellow water. (Redwood Blvd) Colored water caused by sediments stirred up when nearby hydrant was struck by a motorist. Advised customer of results.
			Customer reported brown water. (Taft Ct) No brown water noted upon inspection. All results normal. Advised customer of results.
Turbidity	0	0	~
Suspended Solids	0	0	~
Other	0	0	~
Total	39	0	
TOTAL FOR MONTH:	156	149	5%
<u>Fiscal YTD Summary</u>			
Consumer's System Problems	62	93	-33%
Service Repair Report	30	31	-3%
Leak Complaints	64	66	-3%
High Bill Complaints	89	136	-35%
Low Bills	0	1	0%
Water Quality Complaints	42	9	367%
Total	287	336	-15%
			<u>Change Primarily Due To</u> Decrease In Nothing Found Decrease in Replc Box & Lids Decrease In Service Leaks Decrease In Nothing Found ~ Increase In Algal Bloom/GAC

NORTH MARIN WATER DISTRICT

Summary of Complaints & Service Orders August 2013

9/11/2013

<u>Type</u>	<u>Aug-13</u>	<u>Aug-12</u>	<u>Action Taken August 2013</u>
<u>"In House" Generated and Completed Work Orders</u>			
<u>Check Meter:</u> possible consumer/District leak, high bill, flooded, need read, etc.	172	254	
<u>Change Meter:</u> leaks, hard to read	0	20	
<u>Possible Stuck Meter</u>	0	1	
<u>Repair Meter:</u> registers, shut offs	0	0	
<u>Replace Boxes/Lids</u>	0	4	
<u>Hydrant Leaks</u>	0	0	
<u>Trims</u>	13	133	
<u>Dig Outs</u>	72	111	
<u>Letters to Consumer:</u> meter obstruction, trims, bees, gate access, etc.	0	1	
<u>Misc:</u> locate meter, get meter number, cross connection follow ups, kill service, etc.	0	0	
	<hr/> 257	<hr/> 524	

Bill Adjustments Under Board Policy:

August 13 vs. August 12

Aug-13	41	\$9,299
Aug-12	44	\$12,779

Fiscal Year to Date vs. Prior FYTD

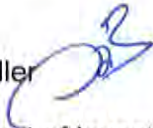
13/14 FYTD	72	\$16,756
12/13 FYTD	68	\$16,886

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MEMORANDUM

To: Board of Directors

September 13, 2013

From: David L. Bentley, Auditor-Controller 

Subj: Auditor-Controller's Monthly Report of Investments for August 2013

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RECOMMENDED ACTION: Information

FINANCIAL IMPACT: None

At month end the District's Investment Portfolio had an amortized cost value (i.e., cash balance) of \$14,925,096 and a market value of \$14,934,662. During August the cash balance increased by \$885,502. Recycled water grant and loan funds totaling \$418,635 were received during the month. The market value of securities held increased by \$6,765 during the month. The ratio of total cash to budgeted annual operating expense, excluding the \$6,937,432 unexpended balance of the Bank of Marin loan, stood at 61%, up 7% from the prior month. This compares to the District's target ratio of 90%, or \$11.85 million. Receipt of an additional \$3,358,811 in recycled water grant and loan funds is anticipated.

At August 31, 2013, 74% of the District's Portfolio was invested in California's Local Agency Investment Fund (LAIF), 8% in Time Certificate of Deposits, and 13% in Corporate Medium Term Notes. The weighted average maturity for the portfolio was 145 days, compared to 148 days at the end of July. The LAIF interest rate for the month was 0.27%, the same as last month. The weighted average Portfolio rate was 0.34%, compared to 0.33% the previous month. Including interest paid by Black Point Partners on the StoneTree Golf Club Recycled Water Facilities Loan, the District earned \$11,545 in interest revenue during August, with 55% earned by Novato Water, 40% earned by Recycled Water (by virtue of the Black Point Partners loan) and the balance distributed to the other improvement districts.

State Controller John Chiang's August report on California's financial position stated:

"Revenues for the month totaled \$6.91 billion, missing estimates in the State budget by just four-tenths of a percent, or \$27 million. The State's ability to pay its bills on-time and in-full remains strong and August revenues, which very narrowly missed the Governor's official projection, indicate nothing to the contrary. Importantly, the State's dependence on external borrowing to meet its cash flow needs has been reduced by nearly half since last year and is the smallest borrowing since 2009."

**NORTH MARIN WATER DISTRICT
AUDITOR-CONTROLLER'S MONTHLY REPORT OF INVESTMENTS
August 31, 2013**

Type	Description	S&P Rating	Purchase Date	Maturity Date	Cost Basis ¹	8/31/2013 Market Value	Yield ²	% of Portfolio
LAIF	State of CA Treasury	A	Various	Open	\$11,100,704	\$11,103,736	0.27% ³	74%
Time Certificate of Deposit								
TCD	Ally Bank	n/a	9/28/12	10/1/14	\$248,000	\$248,000	0.85%	2%
TCD	Goldman Sachs	n/a	12/5/12	12/5/14	248,000	248,000	0.75%	2%
TCD	Discover Bank	n/a	5/1/13	5/1/15	248,000	248,000	0.50%	2%
TCD	GE Capital Bank	n/a	6/10/13	6/8/15	248,000	248,000	0.50%	2%
TCD	American Express	n/a	8/1/13	8/3/15	248,000	248,000	0.70%	2%
					\$1,240,000	\$1,240,000	0.52%	8%
Corporate Medium Term Note								
MTN	General Electric	AA+	1/29/13	10/9/15	\$1,003,121	\$1,003,990	0.70%	7%
MTN	Toyota Motor Credit	AA-	5/14/13	7/17/15	1,006,988	1,008,100	0.50%	7%
					\$2,010,109	\$2,012,090	0.60%	13%
Other								
Agency	Marin Co Treasury	AA+	Various	Open	\$424,297	\$424,297	0.22%	3%
Bond	Olema G.O. Bond	A+	5/31/91	1/1/15	7,662	12,215	5.00%	0%
Other	Various	n/a	Various	Open	142,324	142,324	0.00%	1%
TOTAL IN PORTFOLIO					\$14,925,096	\$14,934,662	0.34%	100%

Weighted Avg. Maturity = **145 Days**

LAIF: State of California Local Agency Investment Fund.

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

TCD: Time Certificate of Deposit

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

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

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

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

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

3 Earnings are calculated daily - this represents the average yield for the month ending August 31, 2013.

<u>Interest Bearing Loans</u>	Loan Date	Maturity Date	Original Loan Amount	Principal Outstanding	Interest Rate
Black Point Partners-BPGL	6/30/06	2/28/24	\$3,612,640	\$2,301,559	2.40%
Employee Housing Loans (8)	Various	Various	1,441,785	1,441,785	Contingent
Employee Computer Loans (3)	Various	Various	7,837	1,926	1.54% (avg)
TOTAL INTEREST BEARING LOANS			\$5,062,262	\$3,745,270	


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

6

MEMORANDUM

To: Board of Directors

September 12, 2013

From: Dianne Landeros, Accounting/HR Supervisor 

Subj: CalPERS Resolution to Reduce District Contribution
I:\finance\memos\bod pers employee contribution.docx

RECOMMENDED ACTION: Approve CalPERS Resolution


FINANCIAL IMPACT: Reduce the District paid Retirement contribution by 1.6%

On December 28, 2012, the NMWD Employee Association approved a labor agreement (Memorandum of Understanding) with the District. Section 12 (Retirement) of the MOU provides that effective October 1, 2013 and each subsequent October 1 through the year 2016, employees will contribute an additional 1.6% of their salary toward the retirement benefits, until employees are paying a total of 8% toward the cost of CalPERS retirement benefits.

Attached is CalPERS required Resolution for Employer Paid Member Contributions for the second year to change the District paid employee contribution to 4.8% (from 6.4% currently).

Recommendation

Authorize Vice President Rodoni to execute the attached resolution.

Approved by GM 
Date 9/12/2013

RESOLUTION 13-XX

**RESOLUTION OF THE BOARD OF DIRECTORS OF
NORTH MARIN WATER DISTRICT
RESOLUTION FOR EMPLOYER PAID MEMBER CONTRIBUTIONS**

WHEREAS: The Board of Directors of the North Marin Water District has the authority to implement Government Code Section 20691;

WHEREAS: The Board of Directors of the North Marin Water District has a written labor agreement which specifically provides for the normal member contributions to be paid by the employer;

WHEREAS: One of the steps in the procedure to implement Section 20691 is the addition by the Board of Directors of the North Marin Water District of a Resolution to commence said Employer Paid Member/Contributions (EPMC);

WHEREAS: The Board of Directors of the North Marin Water District has identified the following conditions for the purpose of its election to pay EPMC:

- This benefit shall apply to all employees of North Marin Water District.
- This benefit shall consist of paying 4.8% of the normal member contributions as EPMC.
- The effective date of this Resolution shall be October 1, 2013.

NOW, THEREFORE, BE IT RESOLVED:

That the Board of Directors of the North Marin Water District elects to pay EPMC, as set forth above.

Dated at Novato, California
September 17, 2013

Dennis Rodoni Vice-President
North Marin Water District

To be effective 10/1/2013

* * * * *

I hereby certify that the foregoing is a true and complete copy of a resolution duly and regularly adopted by the Board of Directors of NORTH MARIN WATER DISTRICT at a regular meeting of said Board held on the 17th day of September 2013 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINED:

Katie Young, District Secretary
North Marin Water District

(SEAL)

7

MEMORANDUM

To: Board of Directors  Date: September 13, 2013

From: Drew McIntyre, Chief Engineer

Subject: Approve GHD (formerly Winzler & Kelly) Consulting Engineering Services Contract Amendment No. 4 - Aqueduct Energy Efficiency Project EIR

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RECOMMENDED ACTION: Authorize the General Manager to execute Amendment No. 4 to increase GHD's fee by \$70,000 for ongoing design support services related to the AEEP and Caltrans' Marin Sonoma Narrows Project

FINANCIAL IMPACT: \$70,000

Background

Caltrans is in the detailed design phase for the Marin Sonoma Narrows (MSN) project. The project is divided into three segments:

Segment A – Southern Segment

Segment B – The Central Segment

Segment C – The Northern Segment.

When combined, the three segments encompass a reach of Hwy. 101 starting at the southern end at the intersection of Hwys 101 & 37 heading north into Petaluma near the Corona Road overpass (see Attachment 1). The Central Segment (Segment B) is the area of interest to NMWD wherein Caltrans' project will widen U.S. 101 along this central corridor resulting in the required relocation of a significant portion of NMWD's existing 30" aqueduct (see Attachment 2).

The MSN design intent along Segment B is that there will be frontage roads to connect to all existing parcels; however the frontage roads will not be continuous to ensure that side traffic cannot bypass the highway in the event of congestion. In all, approximately 83% (i.e., 3.8 miles) of NMWD's existing aqueduct from Redwood Landfill to the Kastania Pump Station will require relocation by Caltrans for this project.

Aqueduct Energy Efficiency Project

At the July 19, 2011 meeting, the Board approved the District's Aqueduct Energy Efficiency (AEE) Project. The purpose of the AEE Project is to eliminate energy use, greenhouse gas emissions and the cost to operate the Kastania Pump Station. The AEE Project will increase the diameter of portions of the aqueduct from 30" to 42" and is being driven by the relocation required by Caltrans' MSN Project. The project also includes construction of parallel pipeline in two locations totaling 0.8 miles (approximately 17%) where Caltrans is not relocating the existing aqueduct.

GHD Agreement

At the August 18, 2009 meeting, the Board approved an agreement with Winzler & Kelly (now GHD) for engineering support services related to the Caltrans' MSN project plus environmental services related to the AEE project. On September 7, 2010, the Board approved Amendment 1 to GHD's contract to address additional environmental review necessitated by the development of the complete Environmental Impact Report (EIR). With approval of Amendment 1, the Board had authorized a total GHD contract value of \$423,000 plus a contingency of \$45,000. In October, 2010 staff authorized an additional \$9,640 from the approved contingency amount (Amendment 2). This additional work was requested by staff to assist in developing two alternative pipeline alignments in the area of Kastania Pump Station (owned and operated by Sonoma County Water Agency). At the March 20, 2012 meeting, the Board authorized Amendment 3 in the amount of \$25,000 for additional out-of-scope design support services. Since approval of Amendment 3, GHD has performed additional support services related to the AEE project as well as Caltrans' MSN project. NMWD staff is requesting an additional \$70,000 for GHD for final design phase environmental and design support services coupled with construction phase environmental support services. A scope of work and budget by GHD is provided in Attachment 3. A summary of GHD contract modifications since initial approval in August 2009 is provided below.

<i>Amendment No.</i>	<i>Date</i>	<i>Description</i>	<i>Fee Amount</i>	<i>Cumulative Total</i>
	August 2009	Award Consulting Services Agreement to GHD	\$186,600	\$186,600
1	September 2010	Added additional environmental work for AEEP EIR	\$236,400	\$423,000
2	October 2010	Alternative pipeline alignment evaluation	\$9,640	\$432,460
3	March 2012	Additional design support services for MSN and AEEP	\$25,000	\$457,460
4	August 2013	Additional design support services for MSN and AEEP	\$70,000	\$527,460

AEEP Milestone Schedule

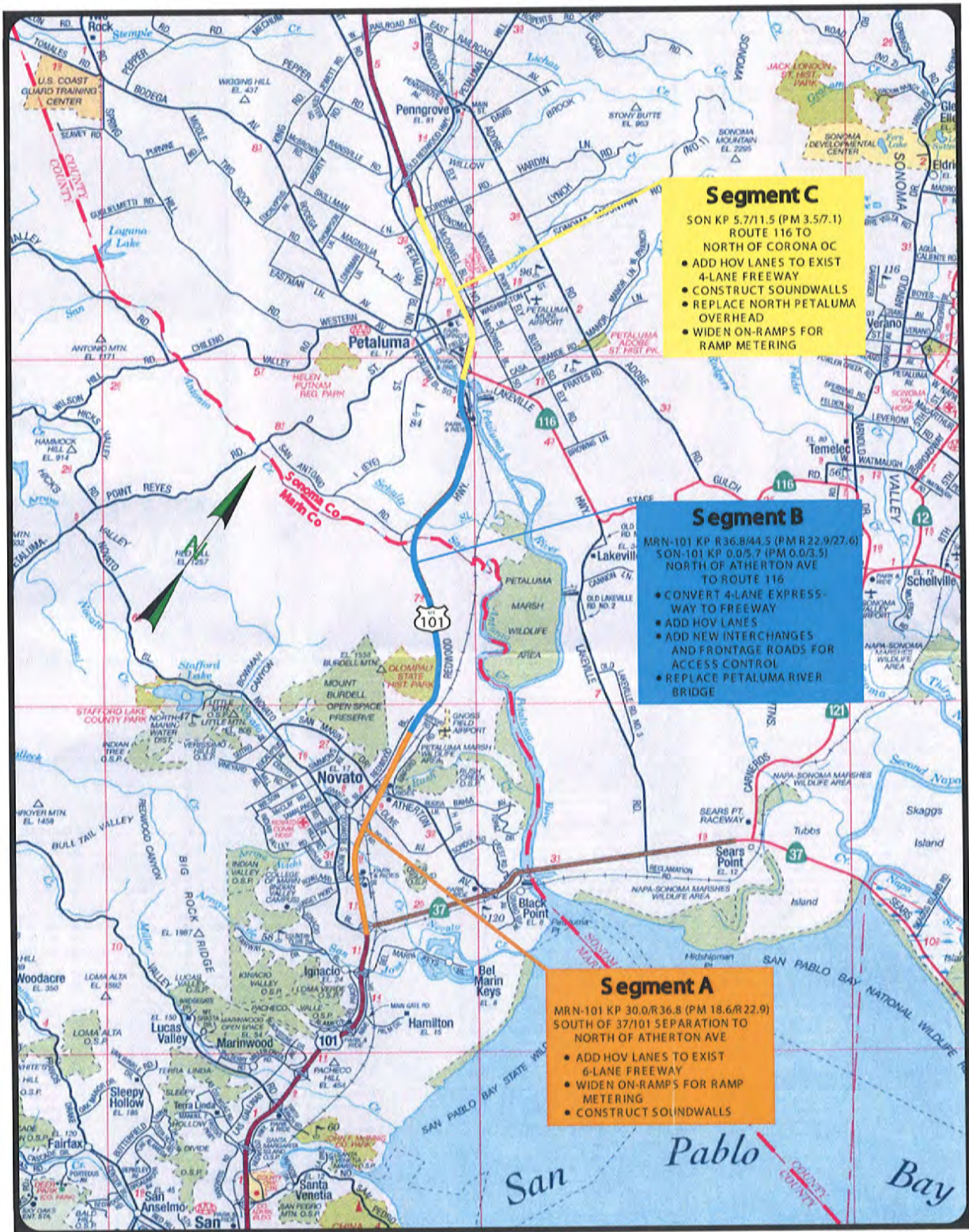
A key milestone schedule for the AEE project is summarized as follows:

<i>Date</i>	<i>Status</i>	<i>Description</i>
August 2009	Complete	Approve Contract to GHD for AEE Project environmental review
July 2011	Complete	Approve AEE Project Environmental Impact Report and Project
April & December 2012	Complete	Approve CoOp and Utility Relocation Agreements with Caltrans for B1 Segment
Fall 2012	Complete	Caltrans Bid/Award of B1 Project
Summer-Fall 2013	On-schedule	Relocate NMWD Aqueduct for B1 Segment
Fall-Winter 2012-2013	Tentative	Bid/award AEE Reach A-D Project
Spring 2013 Spring 2014	Tentative	Construct AEE Reach A-D Project

RECOMMENDATION

Authorize the General Manager to execute Amendment No. 4 to increase GHD's fee by \$70,000 for ongoing support services related to the District's Aqueduct Energy Efficiency Project and Caltrans' Marin Sonoma Narrows Project

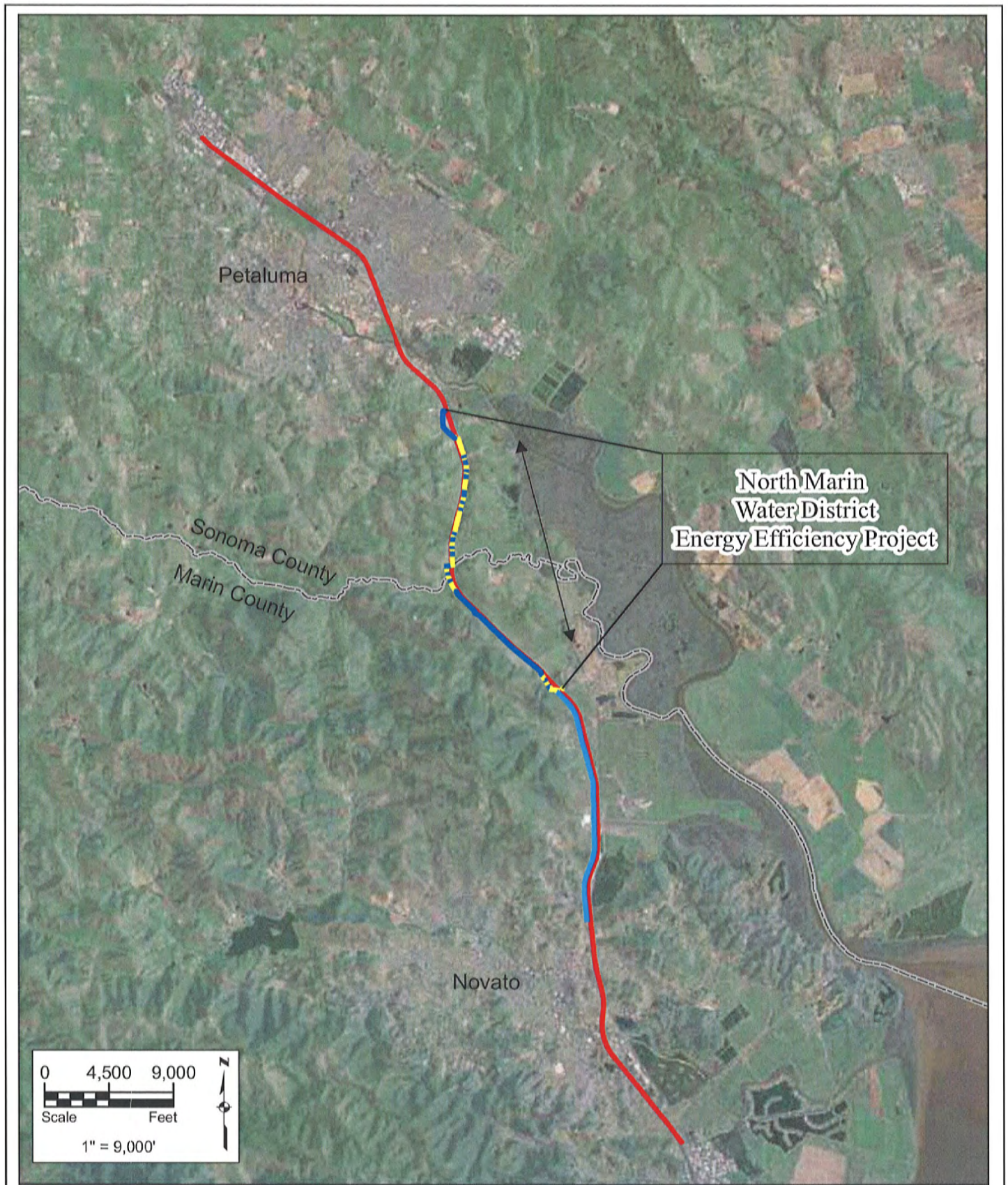
MARIN / SONOMA NARROWS LOCATION MAP








Base map reproduced courtesy of the
 California State Automobile
 Association, Copyright Owner

(NO SCALE)

E A 04-264000
 MRN KP 30.0/44.5 (PM 18.6/27.6)
 SON KP 0.0/11.5 (PM 0.0/7.1)



Legend		NMWD Aqueduct	Extent of MSN HOV Widening Project
 MSN HOV Widening Project	 No changes  Pipeline to be relocated by Caltrans & proposed for upsizing by NMWD	North Marin Water District Energy Efficiency Project	
 County Line	 New parallel pipeline proposed by NMWD		



September 11, 2013

Sent via E-mail and Mail

Mr. Drew McIntyre
North Marin Water District
999 Rush Creek Place
P.O. Box 146
Novato, CA 94948

**Subject: Additional Environmental and Engineering Services
North Marin Aqueduct Relocation Project**

Dear Mr. McIntyre:

GHD has been providing engineering and environmental services for the subject project under an agreement with the North Marin Water District (District) dated September 21, 2009. The District has requested additional environmental and engineering services for work associated with the project, which is summarized herein.

BACKGROUND

Caltrans has recently performed design of the Marin Sonoma Narrows Project, which will require relocation of portions of the District's North Marin Aqueduct between Novato and Petaluma. Design of the relocation has been undertaken as part of the interchange and roadway widening work by Caltrans and its consultants. The District has been participating in that process, primarily by coordinating with the design consultants, reviewing and approving plans and specifications, and administering the design contract for Segment B-3 as noted below.

The aqueduct will be relocated in two separate segments specifically related to portions of the road widening by Caltrans: 1) Segment B-1, which is relocating a portion of the North Marin Aqueduct in the vicinity of the overpass to the Redwood Landfill (aka, Aqueduct Energy Efficiency Project Reach A); and 2) Segment B-3, which extends from the existing U.S. 101/South San Antonio Road intersection (approximate metric Station 1431+00) north through a station equal to metric Station 2030+00, a distance of approximately 2.5 miles, and which includes relocation of approximately 9,000 feet of the North Marin Aqueduct (aka, Aqueduct Energy Efficiency Project Reach A-D).

With the relocation associated with the Caltrans road widening project, the District proposed to upsize the aqueduct where possible (or construct a parallel pipeline in other locations) to gain energy efficiency benefits and reduce greenhouse gases by eliminating the need to operate the Kastania Pump Station. To address pipeline upsizing and a new parallel pipeline, the District retained GHD to provide CEQA and NEPA documentation services, including preparation of an Environmental Impact Report, which were performed under the 2009 agreement as well. The EIR has been completed and certified by the District.

For both segments B-1 and B-3, NMWD has been participating in the design process and has reviewed all work products prepared by the consultant teams. GHD has assisted the District in this effort as outlined in the original scope of work in the agreement. To date, the design submittals have been completed for Segment B-1. For Segment B-3, the Design Engineer, CSW/Stuber Stroeh, is still required to make one final submittal of plans and specifications, which will be reviewed by the District prior to bid advertisement, currently slated for October 2013. Segment B-3 construction is expected to start by



January 2014. The District plans to contract with a Construction Manager to oversee construction activities, including required environmental monitoring. GHD has provided review services for Segment B-3 design submittals to date.

The District is actively engaged with Caltrans and resource permitting agencies for implementation of the AEE project in conjunction with the Caltrans roadway widening. The District requests GHD environmental staff assistance to engage with Caltrans and the Design Engineer team to track progress in meeting the environmental mitigations identified in the AEEP EIR, and in the agency permits from California Department of Fish and Wildlife, Army Corps of Engineers, and San Francisco Bay Regional Water Quality Control Board. Additionally, mitigations may come from the United State Fish and Wildlife Biological Opinion.

The original Agreement for Engineering Support Services was executed by the District on September 21, 2009, with a budget of \$186,600. Amendment No. 1 (\$236,400) covered preparation of an Environmental Impact Report for the upsizing project. Amendment No. 2 (\$9,460) covered evaluation of alternative pipeline alignments along Kastania Road. Amendment No. 3 (\$25,000) covered additional budget to cover out-of-scope items requested by the District during the course of the project. The total current contract budget amount is \$457,460.

SCOPE OF SERVICES

The District has requested additional services to cover the following: 1) environmental compliance and permitting consultation to the District; 2) additional budget to complete final review of the Segment B-3 Revised Final submittal by the Design Engineer; and 3) evaluation of modifications to the existing valve vault on the North Marin Aqueduct necessary to allow efficient use of the AEEP facilities when fully constructed.

Task 1: Provide Ongoing Environmental Compliance and Permitting Consultation

GHD will provide the District support for environmental compliance and permitting as requested by the District. We understand that the work may include interaction with Caltrans and the resource agencies as needed to ensure the environmental compliance commitments are achieved during the planning and implementation of the District's AEE project. Environmental compliance issues may include review of the Caltrans EIR, AEE Project EIR, Caltrans and NMWD permits and permit conditions, and Caltrans Environmental Commitment documents. Tasks may include:

- Development of a NMWD and Caltrans Environmental Commitments table designed to identify mitigation measures and to identify implementation and fiscal responsibilities for each measure.
- Assistance with development of environmental specifications for the contract;
- Review of plans and specifications for adequacy and compliance with the AEE Project EIR and resource agency permits;
- Attendance at resource agency and Caltrans meetings with the District to address environmental and permitting compliance issues; and
- Assistance to the District with coordinating the environmental monitoring program that will be performed by the Construction Manager for Reaches A, B, C and D and pipeline installation along Kastania Road, including attendance at meetings, participation in conference calls, review of correspondence, and review of materials provided by the District or Construction Manager.

Work will be performed upon written request by the District. Deliverables and budget estimates for individual tasks will be mutually agreed between GHD and the District to meet the necessary requirements.



Task 2: Review Revised Final Segment B-3 Submittal

GHD will perform a final review of the Segment B-3 Revised Final Submittal of the plans and specifications, and construction cost estimate. The work will include backchecking of the previous review comments to the drawings provided to the Design Engineer by the District, review of the current specifications, and other project deliverables as provided by the District. GHD will provide redline markups of the drawings, and will summarize the drawing, specification and estimate comments in a technical memorandum to the District.

Task 3: Perform Evaluation of Aqueduct San Marin Valve Vault Modifications

GHD will evaluate potential modifications at the Aqueduct San Marin Valve Vault to provide adequate operation of the AEEP facilities. Work will include the following tasks:

- Conduct kickoff meeting and site visit with District engineering and O&M staff to discuss AEEP operational preferences and criteria, and to review past evaluations and studies that may have been performed by the District or others.
- Develop and evaluate up to three alternatives for modifications to meet the goals and objectives of the District.
- Present recommendations for improvements for consideration by the District, including a conceptual estimate of probable construction costs.
- Prepare and submit a draft Technical Memorandum summarizing the key findings and recommendations for review by the District.
- Prepare and submit a final Technical Memorandum, incorporating appropriate review comments to the draft TM.

Task 3 services are limited to study and evaluation, and do not include preliminary and final design services, or services during construction, subsurface geotechnical investigations, or surveying/mapping services. These additional services can be performed by GHD upon mutual agreement of additional budget.

PROJECT SCHEDULE

Work on Tasks 1 and 2 will be performed as requested by the District, with deliverable dates mutually agreed to between GHD and the District. The Draft Technical Memorandum outlined in Task 3 will be submitted to the District within four (4) weeks of written authorization to proceed with the task. The Final TM will be submitted to the District within two (2) weeks of receipt of comments to the Draft TM.

COMPENSATION

The scope of services will be performed on an hourly rate basis for a not-to-exceed budget of \$69,950, which will not be exceeded without written authorization by the District. The estimated labor hours by key team member and budget are summarized in the following table:

Task	PM/Sr Eng (\$245/hr)	Staff Eng (\$135/hr)	CADD (\$120/hr)	WP/Admin (\$100/hr)	Consum. (\$6/hr)	Total Budget (\$)
1*						\$50,000
2	14 hr	10 hr			24 hr	\$ 4,924
3	30 hr	40 hr	8 hr	8 hr	86 hr	\$15,026
Totals						\$69,950

*Budget is established at \$50,000 in consultation with District



Tasks 1 and 3 will be separate new phases set up to track and document associated charges. Task 3 budget will be added to GHD's Phase 32360 of the original scope and budget.

We propose to utilize the same project team members that have been involved with the project to date to oversee and supervise the work. Carrie Lukacic will be the primary point of contact for Task No. 1, and will be assisted by Environmental Planners Chelsea Phlegar and Katherine Ross. Mark Soldati will continue to perform the work associated with Tasks 2 and 3, with assistance from qualified engineering and support staff from our Santa Rosa and San Francisco offices, as needed.

If approved, this proposal can be attached to a formal amendment. All other terms and conditions of the original agreement between GHD (formerly Winzler & Kelly) dated September 21, 2009 remain valid and in force.

We look forward to continuing to provide the District the necessary services for this important project. Please don't hesitate to contact me if you have any additional comments or questions.

Sincerely,
GHD Inc.

A handwritten signature in black ink that reads 'Mark Soldati'.

Mark Soldati
Senior Project Manager

8

MEMORANDUM

To: Board of Directors
From: David L. Bentley, Auditor-Controller
Subj: Customer Bill Language Review
t:\aclword\billing\bill stock language review 0913.docx

September 13, 2013

RECOMMENDED ACTION: Approve

FINANCIAL IMPACT: None

InfoSend, the contractor that prints the District's water bills, reorders bill-stock semi-annually. An order will be made later this month, so now is the appropriate time to review language on the bill. Attached is a sample of the existing water bill for your review.

Most of the information on the front of the water bill is unique to each individual customer, and is provided to InfoSend by the District. All of the language on the back of the bill is standard for every customer. Six months ago staff revised the definition of the Service Charge, which is Note A on the back of the bill, to help customers understand that the service charge covers more than reading the meter and providing a bill. The recent increases in the service charge have generated more calls and questions to our Consumer Services staff. A survey of the Service Charge definition used by some of the other agencies in our region was conducted and is attached.

Staff requests that the Board review the Service Charge language on the bill (Note A) and recommends maintaining the current language.

Recommendation:

Maintain the current language pertaining to the Service Charge on customer bill stock.



NORTH MARIN WATER DISTRICT

999 Rush Creek Place / Post Office Box 146
Novato, CA 94948-0146

SEE BACK FOR NOTES

Telephone: (415) 897-4133

Fax: (415) 892-8043

Website: www.nmwd.com

MAILING DATE	ACCOUNT NUMBER	DUE DATE (Note F)	TOTAL DUE	SERVICE ADDRESS
07/11/2013	343111	08/05/2013	\$ 210.50	[REDACTED]

DATE	DESCRIPTION	AMOUNT
05/09/2013	Previous Balance	\$75.22
07/11/2013	LATE CHARGE FIRST TIME	\$6.00
5/1/2013 - 5/31/2013 (30 days)		
	BASE RATE 12,668 Gal @\$3.73/1,000 Gal	\$47.25
	SERVICE CHARGE (Note A)	\$12.10
		\$59.35
6/1/2013 - 7/2/2013 (32 days)		
	BASE RATE 13,512 Gal @\$4.03/1,000 Gal	\$54.45
	SERVICE CHARGE (Note A)	\$15.48
		\$69.93
Total Billed Amount:		\$210.50

Water Use History

METER NUMBER	DATE OF SERVICE	METER READING	USE (CCF)**
34906354	FROM 05/01/2013 TO 07/02/2013	FROM 642 TO 677	35

	**CCF	TOTAL GALLONS USED	DAYS	AVG. GALLONS PER DAY
CURRENT PERIOD:	35	26,180	62	422
SAME PERIOD LAST YEAR:	30	22,440	62	362

** 1 CCF = 100 CUBIC FEET OR 748 GALLONS

IMPORTANT MESSAGE FROM NMWD

We now offer Automatic Payment Service (APS), a convenient way to pay your NMWD bills directly via your bank. Mark the pay stub and we will send you info and an application.

Detach and return stub with your payment. Retain upper portion for your records.



NORTH MARIN WATER DISTRICT

999 Rush Creek Place / Post Office Box 146
Novato, CA 94948-0146

Telephone: (415) 897-4133

Website: www.nmwd.com

Mark box for the mailing address change on the reverse side

YES, please send me an application for APS.

NMW0711A AUTO 5-DIGIT 94947
7000001002 01.0003.0248 1002/1



ACCOUNT NUMBER	343111
SERVICE ADDRESS	[REDACTED]
TOTAL AMOUNT DUE	210.50
DUE DATE (Note F SEE BACK)	08/05/2013



NMWD
PO BOX 146
NOVATO CA 94948-0146

0000343111

00021050

CUSTOMER INFORMATION AND NOTES

WHEN YOU HAVE A QUESTION

Telephone our office at (415) 897-4133 if you have a water service question or problem. From West Marin, you may call our toll-free number 1-800-464-6693. Our office hours are 8:00 a.m. to 5:00 p.m., Monday through Friday. After hours and weekend **emergency service** is available by calling (415) 897-4133.

A. SERVICE CHARGE

The Service Charge covers fixed costs for debt service, billing and accounting, meter reading, and a portion of the cost to maintain and replace the service line to your water meter. Debt service pays for infrastructure which enables water delivery to you on-demand 24 hours per day, 7 days per week - such as Stafford Water Treatment Plant, pump stations, storage tanks and distribution pipelines.

B. NO PAYMENT REQUIRED

If your balance due is less than \$15.00, you may postpone payment until your next bill.

C. COMPUTER-PROJECTED BILLS

The meter reading has been computed based upon your prior use. Your next bill will be based upon the actual meter reading to correct any over/under computation that may have occurred.

D. LEAK TEST

If your water use has increased significantly, and seasonal weather variation, number of occupants or landscape modifications do not seem to justify the change, perform this simple leak detection test:

1. Turn off all inside and outside faucets and do not use any water-using fixtures (dishwasher, toilet, etc.)
2. Find your water meter and remove the meter box lid (the handle on a pair of pliers works well).
3. Open the lid covering the meter dial. Over a 5-minute period, check to see if the telltale red arrow (or lowest digit dial on older meters) moved.

You have a leak somewhere on your side of the meter if the arrow (or register dial) moved.

Your water use history can be viewed at www.nmwd.com/account_balance.php. Free leak repair tips are available during business hours by calling (415) 897-4133.

E. HIGH/LOW PRESSURE

The District strives to provide normal water pressure between 40 and 80 pounds per square inch (psi) at the customer's meter. There are some areas within the District's system where normal water pressure cannot be provided. Customers with "LOW PRESSURE SERVICE" (less than 40 psi) must install and maintain private pumping facilities in accordance with District Regulation 11 if higher pressure is needed. Customers with "HIGH PRESSURE SERVICE" (greater than 80 psi) must install and maintain a private pressure-reducing device in accordance with District Regulation 12 if lower pressure is needed or desired.

F. DUE DATE

The due date shown pertains to current charges only. Previously-billed charges must be paid in full now to avoid service disconnection. Call to make payment arrangements for previously-billed charges.

G. WATER QUALITY

The most recent annual Water Quality Report for your service area can be viewed at http://www.nmwd.com/services_quality.php

DISCONNECTION OF SERVICE

A charge is assessed based on the number of times a customer has been scheduled for disconnection in the past year (whether or not actually disconnected) in accordance with the following schedule:

First time:	\$6.00 Late Payment Charge
Second time:	\$20.00 Late Payment Charge
Third time:	\$25.00 Trip Charge

If service is disconnected:

A \$35.00 Turn-on Charge will apply to requests received Monday - Friday, 8:00 a.m. - 5:00 p.m.

A \$60.00 Turn-on Charge will apply to requests received after 5:00 p.m. weekdays and any time on weekends and holidays.

Change of address, phone number and/or add email address.

Your Name _____

Email Address _____

Service Address _____

Mailing Address _____

City _____ State _____ Zip _____ Home Phone _____

Change my mailing address/telephone number and keep my account open.

Close my account as of _____. Please forward my closing bill to the above address.
(Date)

Add email address to receive paperless billing.

Survey of Service Charge Definitions

September 9, 2013

As provided on the Utility Bill

t:\acl\word\billing\survey of service charge definitions.docx

(If no explanation is provided on the bill, an explanation from the agencies website is included)

North Marin Water District

Term Used: Service Charge

Explanation on Bill: The Service Charge covers fixed costs for debt service, billing and accounting, meter reading, and a portion of the cost to maintain and replace the service line to your water meter. Debt service pays for infrastructure which enables water delivery to you on-demand 24 hours per day, 7 days per week - such as Stafford Water Treatment Plant, pump stations, storage tanks and distribution pipelines.

Marin Municipal Water District

Term Used: Service Charge

Explanation on Bill: None

Explanation on Website: The service charge is based on meter size and covers the cost of meter reading and billing, customer service, meter replacement and repair, system capacity, water conservation, and administration.

East Bay MUD

Term Used: Water Service Charge

Explanation on Bill: None

Explanation on Website: Pays for the use of the meter, and is based on water meter size.

Contra Costa Water District

Term Used: Service and Demand Charge

Explanation on Bill: A bimonthly charge to cover the fixed cost of maintaining your meter, your account, and your basic water facilities.

City of Santa Rosa

Term Used: Water Fixed Charges

Explanation on Bill: Water Fixed Charges apply to all water accounts. This charge is set according to service size. Its purpose is to assist in recovering some of the costs of system maintenance, meter reading, customer service and billing.

City of Petaluma

Term Used: Base/Service Charge

Explanation on Bill: The purpose of the Base Charge is to assist in recovering the cost of system maintenance, reading meters, and servicing and billing customer accounts. The Base charge is set according to the size of the water meter.


San Jose Water

Term Used: Service Charge

Explanation on Bill: The service charge recovers 50% of SJWC's fixed expenses. These fixed expenses are the expenses in order to provide water to your property, ready to use. Examples of fixed expenses: Water testing, keeping pressure within our water mains and continued maintenance on our meters and water mains. CPUC refers to the service charge as a readiness-to-serve charge. The service charge is added to the water quantity rate.

9

MEMORANDUM

To: Board of Directors
From: David L. Bentley, Auditor-Controller 
Subj: Duplicate Medical Coverage - Employee Appeal
t:\ac\word\personnel\health\dup medical appeal.docx

September 13, 2013

RECOMMENDED ACTION: Confirm Board Decision of August 3, 2010

FINANCIAL IMPACT: \$9,434 Annual Cost to the District¹

In August 2010 staff apprised the Board that there were six employees receiving cash compensation via the District's cafeteria plan that did not qualify to receive a cash payout pursuant to District policy. The policy reads:

Employees must provide acceptable proof of alternative insurance for themselves and all dependents to use the cafeteria plan contribution for purposes other than supplemental medical insurance (underscore added).

The six employees, each of whom had coverage for some but not all dependents, appealed to the Board, requesting that the policy be revised to allow them to continue receiving the cash payout. The Board directed management to allow the cash payout to the six employees to continue until the next salary and benefit negotiations, at which time the error would be corrected, and that no new employees be permitted to receive a cash payout unless all dependents (i.e., the entire family) had alternative health insurance coverage.

By the time the salary and benefit negotiations concluded in December 2012, two of the six employees had found alternative coverage for their entire family, and two had put their entire family onto the District's plan, leaving only two employees continuing to receive a cash payout without alternative insurance coverage for all dependents. The two appealed to the General Manager in December 2012 that the annual health insurance open enrollment period for 2013 coverage had elapsed, making acquisition of new health insurance coverage difficult. The General Manager granted an extension, allowing them to keep the cash payout for an additional year, so that they could obtain coverage during the next open enrollment period, which commences September 16. The Manager also promised that he would allow the two employees to appeal to the Board if they so desired.

The employees will address the Board at the meeting. Attached is the staff memorandum of July 30, 2010, and the accompanying minutes.

¹ Amount shown would increase in 2014 when medical premiums increase. If the two employees in question add their entire family onto the District plan, there would be no savings to the District.

Recommendation:

Confirm that employees without alternative health insurance for their entire family are not eligible to receive the cafeteria plan contribution in cash.

MEMORANDUM

To: Board of Directors

July 30, 2010

From: David L. Bentley, Auditor-Controller

Subject: Duplicate Medical Coverage Policy Administration Error

t:\acl\word\personnel\health\dup health coverage policy 0410.doc

RECOMMENDED ACTION: Discontinue allowing employees lacking alternative health insurance for their entire family to receive the cafeteria plan contribution in cash

FINANCIAL IMPACT: Up to \$36,288 Savings per year

It recently came to my attention that six employees have been receiving cash compensation from the District's cafeteria plan who do not qualify to receive a cash payout pursuant to District policy.

Background

In 1990 the Board approved a policy allowing employees who could demonstrate evidence of acceptable alternate health coverage for their entire family to decline District sponsored health coverage. Employees making this election shared equally in the resulting cost savings with the District (see Minutes, Attachment A). In 1993, the Board approved an expansion of this policy that allowed employees to decline coverage for individual family members enrolled in an acceptable alternative health plan (see Minutes, Attachment B), again sharing equally in any savings realized.

In March 2005, the District adopted a limited cafeteria plan. The contribution to each employee's health insurance premium was set at \$3,830 per full-time equivalent employee per year. In addition, the District agreed to contribute to each employee's cafeteria plan account an amount equal to 90% of the Kaiser Basic Medical Plan premium amount based on their family status, e.g., employee only; employee and one dependent; employee and two or more dependents. The adoption of a cafeteria plan allowed the District to control its retiree health insurance contribution, which had previously been set by CalPERS.

Under the cafeteria plan, a new policy was adopted pertaining to employees with duplicate health coverage. The new policy states:

Employees must provide acceptable proof of alternative insurance for themselves and all dependents to use the cafeteria plan contribution for purposes other than supplemental medical insurance.

The intent of the policy language was to encourage employees who have access to alternative coverage to move their entire family off the District sponsored health plan. The requirement to provide alternative insurance for the entire family negated the 1993 policy expansion that allowed employees to receive additional compensation by declining coverage for individual family members.

Under the cafeteria plan, ten employees have alternative health coverage for their entire family and cumulatively receive \$100,692 annually in cash from the cafeteria plan. The District saves \$28,231¹. Thus, employees now receive 78% of the savings under the cafeteria plan policy, compared to 50% under the 1993 expanded policy.

When the cafeteria plan was adopted in March 2005, staff erroneously overlooked the new policy requirement stipulating that employees must provide alternative insurance for their entire family to be eligible to receive cash from the cafeteria plan. We failed to require the two employees receiving cash compensation under the 1993 expanded policy (by virtue of having alternative health insurance for individual family members) to provide evidence of alternative insurance for their entire family in order to continue to receive the cafeteria plan contribution as cash compensation. Subsequently, more employees with alternative insurance for their dependents, but not for themselves, were allowed to receive the District's cafeteria contribution in cash. Currently there are six employees in this category.

Under the March 2005 policy, the six employees who lack alternative coverage for their entire family do not qualify to receive the cafeteria plan contribution in cash that they are receiving. The annual cost to the District is \$36,288². For these six employees, there is no District savings, as they all remain on a District sponsored health plan and the District continues to pay \$3,830 per employee annually as a health insurance contribution to CalPERS.

The six employees receiving the cafeteria plan cash benefit feel strongly that they should be allowed to continue to receive it, and ask that the District return to the 1993 expanded policy, though not the 50/50 split of savings – as under the current erroneous administration of the cafeteria plan all the savings accrues to the employee - there is no District savings.

It is important to view the cafeteria plan benefit and policy change in the context of negotiated package at the time. The 2005 Salary/Benefit package approved by the Board on 4/5/05 with the new duplicate medical policy language included:

- 1) An across-the-board salary increase of 8% (retroactive to October 1, 2004);
- 2) Enhancement of the CalPERS retirement plan to the 2.5% at 55 formula effective July 1, 2005;
- 3) Additional 5% salary increases for eight employees as in a salary/benefit survey.

Both represented and unrepresented employee groups voted overwhelmingly for this

¹ \$3,830 insurance premium x 10 employees – \$100,692 x 10% employer tax = \$28,231.
² \$32,989 cash compensation + 10% employer tax = \$36,288.

package – via ballots that explicitly identified that proof of alternative insurance for the employee and all dependents was necessary to use the cafeteria plan contribution for purposes other than supplemental medical coverage.

The last page of this memorandum includes a summary of the individual situations of the six employees insured by a District sponsored health plan, but who have individual family members enrolled in an alternative health plan, and are receiving cash compensation from the cafeteria plan.

Options to consider:

1. Change the current practice to align with the March 2005 policy language. Cease allowing employees without alternative health insurance for their entire family to receive the cafeteria plan contribution in cash. Assuming these employees do not re-enroll their dependents onto a District sponsored plan, the District would save \$36,288 annually.
2. Change the current policy and practice. Allow employees to receive cash compensation from the cafeteria plan when they are able to procure acceptable alternative health insurance for individual dependents, but deduct \$3,830/FTE annually from their cafeteria plan contribution. The District would then recognize the same savings from this group of six as it does from the ten who have alternative coverage for their entire family. This option would reduce the District's annual cost to \$12,063³.
3. Change the policy to align with current practice. Allow employees to receive cash compensation from the cafeteria plan when they procure acceptable alternative health insurance for individual family members. No savings accrue to the District. The District would continue to pay \$36,288 annually for these six employees. Other employees who are able to procure alternative health insurance for individual family members would also be eligible to receive cash compensation.
4. Require the six employees who received cash benefits erroneously to repay the District – total estimated at \$94,000.

RECOMMENDATION

Option 1 - Change the current practice to align with the March 2005 policy language. Cease allowing employees without alternative health insurance for their entire family to receive the cafeteria plan contribution in cash.

³ \$36,288 cash compensation - \$3,830 insurance premium X 5.75 FTE x 1.1 employer tax = \$12,063

Employees lacking alternative health insurance for their entire family receiving cash compensation from the cafeteria plan as of March 31, 2010

Employee #1:

Cash compensation commenced November 2002: Married, two children – District paying for employee coverage. Spouse and son covered by spouse's employer, daughter covered by former husband. Employee did not want spouse's insurance provider. Employee receives \$4,390 per year in cafeteria plan cash compensation and makes no net contribution out of salary toward District provided health insurance.

Employee #2:

Cash compensation commenced December 2004: Married, two children - District paying for employee coverage. Spouse and children covered by spouse's employer. Employer's health plan will not allow spouse on plan if spouse has available coverage from their employer. Employee receives \$8,701 per year in cafeteria plan cash compensation and makes no net contribution out of salary toward District provided health insurance.

Employee #3:

Cash compensation commenced March 2009: Married, one child - District paying for employee coverage. Spouse and child are covered by spouse's employer. It is less expensive and less complicated for employee to be enrolled in District plan. Employee receives \$8,701 per year in cafeteria plan cash compensation and makes no net contribution out of salary toward District provided health insurance.

Employee #4:

Cash compensation commenced April 2009: Married, no children - District paying for employee coverage. Spouse has coverage through employer. It is less expensive for employee to be on District plan than pay to be on spouse's plan. Employee receives \$4,712 per year in cafeteria plan cash compensation and makes no net contribution out of salary toward District provided health insurance.

Employee #5:

Cash compensation commenced November 2009: Married, separated from spouse - District paying for employee coverage. Spouse has coverage through employer. Employee qualifies as eligible for 2-party cafeteria plan contribution until divorce finalized. Employee receives \$5,250 per year in cafeteria plan cash compensation and makes no net contribution out of salary toward District provided health insurance.

Employee #6:

Cash compensation commenced January 2010: Married, two children – District paying for couple coverage. One daughter is covered by her employer. The other daughter moved out-of-state where District sponsored HMO plan does not provide coverage. Employee receives \$1,235 per year in cafeteria plan cash compensation and makes no net contribution out of salary toward District provided health insurance.

Employees #7 – 16:

Have alternate coverage for entire family. Employees receive \$100,692 taxable income; District saves \$28,109.

1 **DUPLICATE MEDICAL COVERAGE POLICY ADMINISTRATION ERROR**

2 Mr. Bentley informed the Board that he recently became aware of an error in the
3 administration of the District's duplicate medical coverage policy. He said that six employees are
4 affected who have been receiving cash compensation from the cafeteria plan but do not qualify
5 under the policy as written. He provided the Board with the history of the policy (first approved by
6 the Board in 1990 and amended in 1993) and stated that the original intent was to share the cost-
7 savings enjoyed by the District with employees if an employee declined coverage for individual
8 family members. He stated that in 2005 the District negotiated a new agreement and adopted a
9 cafeteria plan and a new policy that negated the 1993 amendment. The new policy states
10 "Employees must provide acceptable proof of alternative insurance for themselves and all
11 dependents to use the cafeteria plan contribution for purposes other than supplemental medical
12 insurance." Mr. Bentley explained that the intent of the policy was to encourage employees to
13 remove the entire family from the District health plan. He said that the new agreement's cost
14 sharing formula allows 78% of the savings to the employee, and currently, there are ten additional
15 employees whose entire family is off the District plan resulting in a savings of \$28,000 per year for
16 the District. Mr. Bentley further explained that there were two employees who had partial coverage
17 and who should have gone off the plan when the new agreement became effective, but did not. He
18 said that since then four more employees who have partial coverage were added to the plan, costing
19 the District \$36,000 per year with no cost savings to the District. Mr. Bentley advised that the six
20 employees feel strongly that they should be able to keep this benefit.

21 Mr. Bentley stated that it is important to view this issue in context of the negotiated
22 agreement at that time. He said in 2005 the employees received an 8% salary increase and also
23 received the 2.5% at 55 retirement benefit. The Board was informed that both the SEIU represented
24 and unrepresented employees voted to accept the package which explicitly identified that proof of
25 alternative insurance would be required for the entire family in order to use the cafeteria plan cash
26 compensation.

27 Mr. Bentley summarized four options for the Board to consider:

28 Option 1: Change the current practice to align with the March 2005 policy language and
29 cease providing cash out of the cafeteria plan for the six employees who do not have full alternative
30 coverage.

31 Option 2: Change the current policy and practice and allow the six employees with
32 alternative coverage to continue receiving cash compensation but deduct \$3,830/FTE annually from
33 their cafeteria plan contribution.

1 Option 3: Change the policy to align with current practice.

2 Option 4: Require the six employees who received cash benefits to repay the District.

3 Mr. Bentley informed the Board that staff's recommendation is Option 1.

4 Director Rodoni asked if the subject came up during the negotiation of the current
5 agreement. Mr. Bentley said no, that he did not discover the error until recently. Director Rodoni
6 also inquired when the next opportunity to discuss this issue would take place, and Mr. Bentley
7 answered September 2011 when negotiations for a new agreement take place.

8 Director Schoonover asked if the policy was agreed to by the employees. Mr. Bentley said
9 that it was.

10 President Baker invited members of the audience to address the Board.

11 Corey Reed stated that the policy is very important to his family and the cash compensation
12 helps offset the extra costs not covered by the medical and dental plans. He said he feels fortunate
13 to be employed by the District and advocated for the Board to approve Option 3.

14 Nancy Williamson summarized her situation stating that her daughter is covered under her
15 former husband's plan; her husband and son are covered under her husband's plan. She stated
16 that that the cash compensation pays for her son's health coverage on her husband's plan. She
17 said that if the Board approves Option 1, she will have to enroll her entire family on the District's
18 health plan and her family will then have to give up their individual doctors.

19 Carmela Chandrasekera stated that she is married with two children and that her husband
20 and two children are covered by her husband's employer's health plan, and she is covered by the
21 District's plan. She said that she has been receiving the cash compensation since 2004 and uses
22 that money towards her children's education and expenses. She requested that the Board choose
23 Option 3 to change the policy to align with current practice.

24 Dianne Landeros stated that she is married with three daughters; her oldest daughter is not
25 covered as she is over 23 and her middle daughter has coverage through her employer. She said
26 that her youngest daughter is attending school out-of-state; and therefore, the District's HMO does
27 not cover her. She said that she does not have the option of being enrolled in another plan as her
28 husband is unemployed. Ms. Landeros said that she uses the cash compensation to purchase
29 medical insurance for her daughter; and if the Board approved Options 1 or 2, she would have to
30 enroll the family back on the District's plan and pay for coverage that she cannot use, and continue
31 paying for her daughter's out-of-state health coverage.

1 Mike Baccej stated that he is currently separated from his wife and still residing in their
2 home. He said that his wife is covered by her employer and that the cash compensation helps him
3 meet expenses. He said that Option 4 would not be fair to affected employees.

4 Marco Jennison (via email and read by Mr. Ramudo) stated that his wife, who is retired, has
5 seen a specialist for many years and has her own insurance. He said that he uses his cash
6 compensation to help pay approximately half of their out-of-pocket costs for her medical bills and it
7 would be a hardship if he was no longer receiving the payout. He asked that the Board to consider
8 Option 3.

9 Mr. Ramudo, representing the Employee Association, addressed the Board. He said that
10 the Employee Association does not want the District to return to the 1993 expanded policy and
11 requested that the District continue to administer the cafeteria plan as negotiated in 2004 and 2009.
12 He said that the Association is prepared to use its resources to challenge the District if the policy is
13 changed from its current practice. Mr. Ramudo presented five points for the Board's consideration:

14 1. In 2004, during weeks of negotiations with the unrepresented group, the cafeteria plan
15 option language did not state "alternative" until the final version. On at least one occasion during
16 negotiations, it was explained to employees that the District had proof of insurance provided by the
17 District, therefore employees would only have to provide proof if there was alternative insurance for
18 any family member.

19 2. In at least four cases, additional employees with hybrid coverage were encouraged to
20 enroll to receive cash compensation after contracts outlining cafeteria plan administration went into
21 effect.

22 3. During 2009 negotiations, and after lengthy discussions on the cafeteria plan,
23 employees agreed to accept the negotiated \$137/year salary increase through the cafeteria plan
24 only after the District's negotiators provided clarification on how the cafeteria plan was administered,
25 and confirmed that all employees, regardless of their insurance status, would receive \$137. The
26 District's argument now that the six employees cannot receive the balance of the cafeteria plan as
27 cash or deferred comp not only contradicts the explanation of "cafeteria plan administration" during
28 the negotiations, it also means that the negotiated salary increase will not be paid to these six
29 employees.

30 Changing the way the cafeteria plan is administered now constitutes at least a breach
31 of the "negotiations in good faith" between the employees and the District.

1 4. The savings outlined in Mr. Bentley's memo will not materialize. The figure quoted in
2 Mr. Bentley's memo assumes that none of the employees will re-enroll their family members in the
3 District's medical plan. Employees will have to enroll their families in the District's health insurance
4 plan to cover family members that now receive coverage by other insurance. In some cases, this
5 will mean family members will have duplicate coverage in force, with no savings to the District and to
6 the financial detriment of employees.

7 5. Employees who opt to receive cafeteria plan balances as cash sign an agreement with
8 the District detailing the cafeteria plan election. The agreement states that the employee
9 understands that they cannot make a change in or revoke the agreement unless there is a change
10 in employment or family status. It is argued that the District has a similar responsibility.

11 Mr. Ramudo closed his presentation by urging the Board to adopt Option 3.

12 Director Rodoni asked Mr. Wiley if Option 3 violates the agreement. Mr. Wiley responded
13 that in his point of view, Option 3 can be considered since policies are subject to change. He said
14 the agreement, however, cannot be changed without opening up negotiations.

15 Director Schoonover asked if under Option 3, should anyone be hired in the future or if
16 current employees' family status changes, would they be eligible for the cash benefit. Mr. Bentley
17 responded yes.

18 Director Fraites asked if Option 3 were approved, what would the financial impact be on the
19 District. Mr. Bentley said it currently costs the District \$36,000, but increases in the cost of coverage
20 or if additional employees join the program, the cost to the District would increase.

21 Director Petterle asked for clarification on the language of the policy versus the
22 administration of the policy. Mr. Bentley read the policy and explained that the intent was that the
23 employee and all family members would be off the District medical plan before receiving the cash
24 compensation.

25 Director Rodoni asked for an explanation of how the policy has been administered. Mr.
26 Bentley said the 1993 expansion of the policy allowed that part of the family could be covered and
27 when the 2005 policy changed, the two employees who were on the 1993 plan were not removed
28 from the plan; their benefit continued. He stated that since then four additional employees have
29 joined, and that he should have caught the error.

30 Director Rodoni asked Mr. Wiley if the Board has the authority to change the policy to
31 exclude current or new employees. Mr. Wiley said that the Board does not have the authority to

1 change the policy but can provide direction to staff to negotiate or discuss the issue with the
2 Association.

3 Director Baker said that because of an oversight by administration, six employees are
4 receiving a benefit that they should not be getting. He said the Board should not make new rules
5 because of an administrative oversight and ignore the 2005 policy. Director Baker stated that he
6 believed the fairest option is Option 1 and that it is appropriate to change the current practice to
7 align with the March 2005 policy language.

8 There were further questions and discussion.

9 Director Rodoni opined that there are only two options for the Board's consideration: to
10 approve Option 3 and direct staff to negotiate with the Association to restrict any additional
11 employees - those who have the advantage would keep receiving the cash compensation until the
12 new negotiation; or table the issue until the 2011 negotiations.

13 Director Petterle stated that he agreed with Director Rodoni.

14 Director Schoonover moved that the Board approve Option 3, change the policy to align with
15 current practice, as amended to include that staff negotiate with the Employee Association to restrict
16 further additions of any new or current employees to participate.

17 Director Rodoni seconded and the Board voted unanimously to approve the motion.

18 Mr. DeGabriele thanked the Board for listening to and considering the employees' input on
19 this issue that reflects poorly on management.

20 President Baker encouraged staff to provide better oversight on policies and procedures to
21 prevent a similar situation from happening in the future.

22 **SELF-INSURED DENTAL PLAN FINANCIAL EVALUATION**

23 Mr. Bentley said this item is for the Board to consider revising how the dental plan savings is
24 measured and provided detailed background information on the benefit package. He said that the
25 dental plan was discussed at length during negotiations with the Employee Association in 2009; and
26 informed the Board that staff recommends revising the concept of calculating savings based on the
27 cost of the District's plan versus its "market" value as there is no comparable plan in the market.
28 The Board was further informed that the Association and management desire to keep the existing
29 plan that provides a \$1500 cap per employee and dependents for dental procedures (a \$500
30 increase in February 2010). Mr. Bentley stated that staff has proposed that the increase in the dental
31 benefit be tied to the CPI so that the benefit cannot increase more than the change in the CPI. He
32 stated that the Association is not in agreement and has proposed that the District adopt the Medical

10

MEMORANDUM

To: Board of Directors

September 13, 2013

From: Doug Moore, Construction/Maintenance Superintendent *D.M.*

Subj: Hiring of Two (2) Temporary Laborers

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RECOMMENDED ACTION: Information Only

FINANCIAL IMPACT: None

Recently, North Marin Water District hired two new temporary laborers to assist the Construction, and to help out other departments as needed. The hiring team consisted of myself and the two Pipeline Foreman – Tony Arendell and Joe Corda – and all were involved in the hiring process each step of the way. Following is a brief description of that process.

First, a notification was posted on the District's website, as well as on Craig's List (Attachment A). Applications were solicited, and 25 were received prior to the posted deadline. Those applications were carefully reviewed, and 14 candidates were selected for an interview. Together, Tony, Joe and I developed a series of topical questions to be asked of each applicant during their respective interviews.

One different aspect of this particular hiring procedure was the development of a pre-employment skills test (Attachment B). Nine of the 14 interviewed candidates were invited back for a second interview, and to perform the skills test. The hiring team paid particular attention to each applicant's concern for safety, whether or not they could operate a clutch vehicle, and the confidence with which they performed each respective task.

Finally, two candidates – Shawn Kane and Forrest Krupin – were offered Letters of Employment, and both accepted. Construction staff looks forward to working with each of these newly-hired men, with the possibility for long-term employment.

CONSTRUCTION / MAINTENANCE LABORER -- North Marin Water District, Novato, CA. Temporary Position, no benefits. POTENTIAL TO HIRE FULL TIME, \$19, DOE. Job duties include, but are not limited to: Laying and joining pipes and repairing leaks; performs excavations, shoring and backfilling, and road repair work; operates and maintains variety of mechanical equipment including forklift and air/hand/power tools; assists/performs maintenance duties including carpentry, painting and concrete work; performs routine grounds maintenance duties including mowing, trimming and pruning landscaped areas; installs meters and performs consumer services.

Possession of a high school diploma or the equivalent and possession of a valid Class C California Driver's License. All applicants are required to undergo pre-employment physical and drug screening and complete a skills assessment test

For a complete job description and Application for Employment, go to www.nmwd.com and click on "Employment." **Resumes will not be considered without a completed application.**

Filing Deadline: 07/31/13. Interviews will begin on 08/05/13.

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LABORER SKILLS TEST

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1. Attach jackhammer to compressor. Start compressor and use jackhammer, hammer the white line until told to stop.

Take jackhammer apart; restore to original position.

2. Go to open trench. Dig up utility trench, plus two (2) feet on either side.

Backfill trench and compact.

3. Pick up two (2) sacks of concrete, Put into the wheelbarrow. Follow arrows to truck. Place sacks in back of truck and close tailgate.

Open tailgate, remove sacks and place in wheelbarrow. Return to original location.

4. Check truck – do a walk-around inspection.

Backup truck-with-trailer to driver's side. Then pull truck straight ahead and park between cones.

11

MEMORANDUM

To: Board of Directors

September 13, 2013

From: Doug Moore, Construction/Maintenance Superintendent *DM*Subj: Sunset Parkway 12" Cast Iron Pipe Replacement
k:\const sup\2013\bod memo re sunset parkway ci pipe replacement.doc**RECOMMENDED ACTION:** Information Only**FINANCIAL IMPACT:** None

In early February 2013, North Marin Water District's Construction crews distributed notices to homeowners in the neighborhood of Sunset Parkway and So. Novato Blvd., informing them of impending construction in their area, as well as parking restrictions and tree-trimming activities – to eliminate any low-hanging branches – which would occur during that construction. Crews also positioned electronic signage in the area two weeks in advance to notify drivers of the upcoming lane closures on Sunset Parkway. Golden Gate Transit was also contacted to inform them that two-lane traffic on westbound Sunset Parkway would be re-routed into one of the two eastbound lanes during work hours.

Crews started with installation of a line stop valve on February 19, 2013, and then moved on to installing the new tee and valves for Sunset Parkway upon completion of the line stop valve installation. This made it possible to continue the construction work with no disruption in water service to the affected homeowners.

On April 8, 2013, crews began laying pipe along Sunset Parkway. Having this work scheduled during Easter week, when local schools were closed for spring break, resulted in lower traffic flows in the immediate area. Crews finished this work by the end of the week.

Final paving was scheduled after schools were closed for the summer.

Total Cost of Project: \$164,869.93 (budgeted: \$170,000)

Construction Hours:	937.50
Construction Costs:	\$73,084.96
Engineering Hours:	105.5
Engineering Costs:	\$12,213.14
Outside Purchases:	\$37,901.78
Materials:	\$30,868.05

12

MEMORANDUM

To: Board of Directors

Date: September 13, 2013

From: Drew McIntyre, Chief Engineer



Subject: MSN B1 (AEEP Reach E) Project – Progress Report No. 2 (Harris & Associates)

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RECOMMENDED ACTION: Information only

FINANCIAL IMPACT: None, information only

An oral presentation will be provided by Mr. Craig Pyle, Pipeline Inspector, with Harris & Associates, regarding current pipeline installation as part of Caltrans' progress on the Marin Sonoma Narrows (MSN) B1 project. Attached is the July/August Construction Manager's Monthly Report for Board review in preparation of the presentation provided by Harris & Associates.

CONSTRUCTION MANAGER'S REPORT

NORTH MARIN WATER DISTRICT

MSN – B1 PROJECT

Report No.:	2	Period Covered:	6/13/13 thru 8/20/13
Contractor:	Ghilotti Const. Co.	Total Budget:	\$4,475,844
Percent Complete (Cost):	39.33%	Progress This Period:	\$773,916
Total Progress To Date:	\$1,760,570	Budget Remaining:	\$2715274

Construction Manager:	Harris & Associates	Total Budget:	\$301,093
Percent Complete (Cost):	47.22%	Progress This Period:	\$120,463
Total Cost to Date:	\$142,174	Budget Remaining:	\$158,919

300 20" Jacked Welded Steel Pipe:

GCC's subcontractor, Pacific Boring, completed the Bore and Jack operation for the W-3 pipeline.

610 Cathodic Protection:

GCC is currently just cad welding the CTS leads to the 42" WSP and leaving the leads wires loose on top of the backfilled trench. GCC has installed anodes at the locations shown on the drawing where pipe has been laid to date.

630 Water Service Connections:

GCC has installed a temporary water service to the new location for the Dairy.

690 Telemetry System Wire and Conduit:

GCC has installed the cable from Sta. 398+70 to 358+70 and is continuing to install the 2" conduit and warning/ID tape that is located in the upper pipe zone of the trench.

740 42" Cement-Mortar Lined and Tape Wrapped Steel Pipe (0.188"):

GCC installed a total of 5,503 LF of the total 8,933 LF on the W2 pipeline.

Prepared By: Craig Pyle, Senior Inspector

HARRIS & ASSOCIATES

Delay #1 - Killdeer Bird Guarding Her Eggs at the Deer Creek Crossing



Deer Creek Crossing Delayed by ~ 4-Weeks



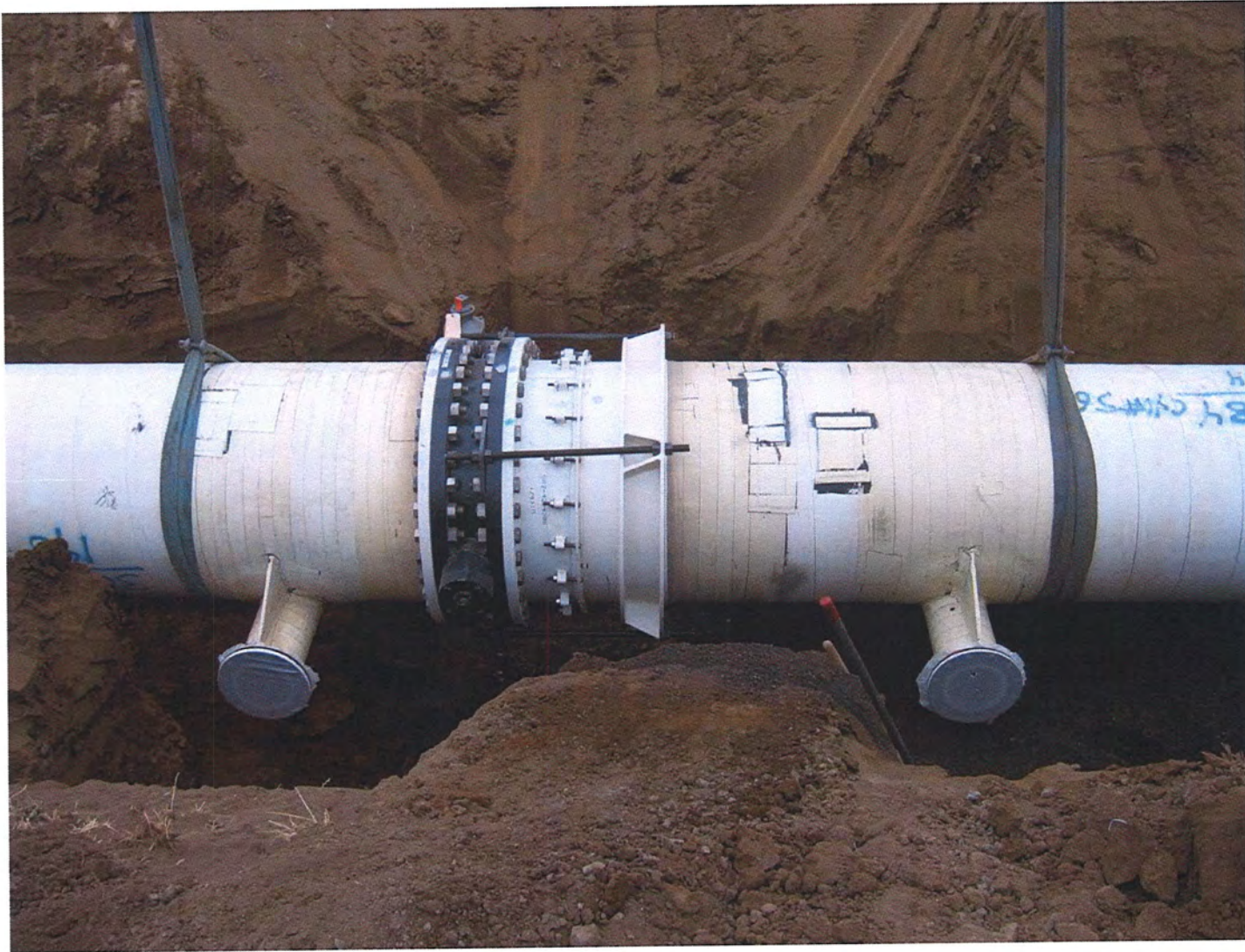
Delay #3 - Lowering the 24-inch Line Valve in at the Cattle Crossing



Lowering 24-inch Line Valve into the Trench



Line Valve at Cattle Crossing



Started Excavating for the Jacking Pit for W-3 Pipeline Under HWY 101



Delay #2 - Swallows Nesting in Cattle Crossing by Jacking Pit



Welding 24-inch Casing Sections Together for the W-3 Pipeline



Boring and Jacking 24-inch Casing Under HWY 101



Front End of the Auger Making Its Way into the Receiving Pit



Front End of the Auger Making Its Way into the Receiving Pit



Inserting the 12-inch Carrier Pipe for W-3 Pipeline into the 24-inch Casing at the Jacking Pit



Jacking Pit, Looking at Completed B&J After the Annular Space was Filled with Sand



**Receiving Pit, 12-inch W-3 Pipeline Extended up
Where it Will Be Connected to the W-2**



Delay #4 – Realignment to the East Side of the 20-foot Easement



Compound Angle at ~ Sta. 399+50




View of Compound Angle at ~Sta. 400+00



13

MEMORANDUM

To: Board of Directors September 12, 2013
From: Chris DeGabriele, General Manager 
Subject: Comments on the Draft Environmental Impact Report for the City of Novato Housing Element Update, August 2013
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Recommended Action: Information Only

Financial Impact: None

The Novato Planning Commission will hold a public meeting on Monday, September 16th to review and receive public comment on the Draft EIR prepared for the Draft Housing Element. District staff has reviewed the City of Novato Housing Element, 2007 – 2014, Revised Draft dated August 14, 2013 and the accompanying Draft EIR. Staff has only one comment in regards to the Draft EIR and our comment letter to the City of Novato (Attached) has been submitted to request correction to one impact noted in the Draft EIR.



**NORTH MARIN
WATER DISTRICT**

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September 6, 2013

Steve Marshall, Principal Planner
City of Novato
75 Rowland Way Room 110
Novato, Ca 94945

Re: Draft Environmental Impact Report – City of Novato Housing Element Update
August 2013

Dear Mr. Marshall:

Thank you for the opportunity to comment on the subject Draft EIR. North Marin Water District has reviewed the Draft EIR and the City of Novato Housing Element 2007 – 2014 revised draft dated August 14, 2013. NMWD's only comment is in regard to impact 3.14 – 3.

Comment (page 3.14 – 19), Impact 3.14 – 3 states: "The proposed project would result in increased demand for water supplies beyond what was projected in the 2010 NMWD UWMP."

NMWD believes this is incorrect and that the proposed project would not result in increased demand for water supplies beyond that which was projected in the 2010 NMWD UWMP (Urban Water Management Plan). The demand projections in the NMWD 2010 UWMP were based on an average of the ABAG Projections 2005, 2007 and 2009 population and jobs data resulting in a conservative water demand forecast. The water demand forecast using this average would be greater than that based on the ABAG information used for the housing element.

Sincerely,


Chris DeGabriele
General Manager

CD/kly

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14

MEMORANDUM

To: Board of Directors
From: Chris DeGabriele, General Manager 
Subject: TAC Meeting – September 9, 2013
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September 13, 2013

RECOMMENDED ACTION: Information Only

FINANCIAL IMPACT: None at this time

Agenda attached.

3. Water Supply Conditions and Summer Water Conservation

I reported that information on the topic is included in the Russian River Biological Opinion update for September 2013 under the heading "Interim Flow Changes." Lake Mendocino looks good. Storage as of September 3rd at 43,845ft is about 2,500ft above the critical storage curve. The Lake however is at its third lowest level on this date since being built. 1977 and 1976 were lower. Lake Sonoma storage is at 197,000AF and at 80% of capacity. Water Transmission system demand is in the low 60mg/day, below the 62mg/day target for this summer. More than 1,100 people have signed up for the 20-Gallon Challenge and more than 5,000 have visited the website. Brenda Adelman commended the Water Agency on their efforts this year, opining that the advertisement campaign for the 20-Gallon Challenge has been incredible. She also commended all prime Water Contractors who have used less water than last year. She noted that Santa Rosa, while its use is up, has used less water over the past three years than the other contractors historically. It was noted that Santa Rosa has been unable to operate their wells until most recently due to a technical treatment malfunction.

4. TAC comments on the Draft Fluoridation Preliminary Engineering Design Report

The TAC unanimously approved sending the comments to the County of Sonoma Department of Health Services and requesting that they be formally be addressed or incorporated into the design report.

5. Biological Opinion Status Update

Jessica Martini-Lamb provided the update pursuant to the attached written document. She indicated that Ann Dubay would be coordinating a site visit in October for the TAC to the Dry Creek Habitat Demonstration Project.

The meeting was adjourned at 9:30 a.m.

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



File

TECHNICAL ADVISORY COMMITTEE

MONDAY, SEPTEMBER 9, 2013

9:00AM

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

1. Check In
2. Public Comment
3. Water Supply Conditions and Summer Water Conservation
4. TAC Comments on the Draft Fluoridation Preliminary Engineering Design Report
5. Biological Opinion Status Update
6. Items for next agenda
7. Check Out

September 9, 2013
TAC Agenda Item #4

MEMORANDUM

To: Technical Advisory Committee September 4, 2013
From: Chris DeGabriele, Chair Technical Advisory Committee
Subject: TAC comments on the Draft Fluoridation Preliminary Engineering Design Report
t:\gm\fluoridation\memo to tac re comments.doc

Attached is a letter to the Sonoma County Department of Health Services with the TAC comments on the Draft Fluoridation Preliminary Engineering Design Report. The comments are compiled from all TAC members who submitted comments and its requested that the TAC approve sending the comments to the County of Sonoma Department of Health Services requesting they be formally addressed or incorporated into the design report.



**NORTH MARIN
WATER DISTRICT**

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

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415.897.4133

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info@nmwd.com

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September 9, 2013

Lynn Silver-Chalfin, MDMPH Health Officer
Sonoma County Department of Health Services
3313 Chanate Road
Santa Rosa, CA 95404

Dear Dr. Silver:

Attached please find the Technical Advisory Committee comments on the Draft Fluoridation Preliminary Engineering Design Report prepared by Montgomery Watson Harza for the Sonoma County Department of Health Services. Report reviewed by the TAC was dated June 2013 and was distributed by Kim Caldaway on June 21, 2013. The TAC looks forward to receiving a response to the attached comments.

Sincerely,

Chris DeGabriele
General Manager North Marin Water District
Chair Technical Advisory Committee

Enclosure

CD/kly

t:\gm\fluoridation\letter re tac comments.doc

CC: Pam Jeane, SCWA

**Technical Advisory Committee Comments on the
Draft Fluoridation Preliminary Engineering Design Report
Prepared by Montgomery Watson Harza for the Sonoma County Department of
Health Services,
September 2013**

GENERAL COMMENTS

Restructured Agreement for Water Supply (RA)

The TAC believes the funding for fluoridation of the SCWA water supply (capital cost, annual Operations and Maintenance cost and replacement costs), must be derived from a source other than the retail water suppliers; rate payers and tax payers. Additionally, even with an outside source of funds, a change in the treatment of the SCWA water supply would require an amendment to the RA. Such amendment must be authorized by a unanimous vote of the parties signatory to the RA.

Impacts on retail water distribution systems

There has been no discussion on the potential impacts on the retail systems which would receive "variable" (sub optional) fluoridated water supply. Additionally there is no discussion or reference on how, or if the variable fluoride will reach the target populations to result in the expected benefit, or how data will be collected to confirm that benefit.

Aquifer Storage and Recovery Projects (ASR)

The study should also address both technical and policy impacts on planned ASR projects that are about to advance to pilot studies.

Peer Review

A peer review of this study is appropriate to confirm that the estimated costs (capital, O&M and replacement) are appropriate and that all technical issues have been addressed.

Community Input

Finally, and likely not in the MWH scope, the TAC believes County of Sonoma Department of Health Services should address community impact both pro and con, especially in light of the controversial nature of fluoridating the water supply. One way to do so is with an advisory vote. Keep in mind that only Santa Rosa, Petaluma, and North Marin Water District fall under the population (service connection) threshold included in the California Health and Safety Code (H&S Code). Thus, all other affected communities are not required to fluoridate pursuant to the H&S Code, yet will receive variable fluoridated water under this proposed project and will not have a voice in that decision.

SPECIFIC COMMENTS

1. Page ES-1, Second Paragraph

"Current law states that systems serving more than 10,000 connections must fluoridate if funding is made available to cover the capital expenses and twelve months of operations and maintenance."

This statement is misleading. California Health and Safety Code Section 116415 (a) (1) (B) states "a public water systems is not required to fluoridate...if... in any given fiscal year funding is not available to the public water system sufficient to pay the non-capital operation and maintenance cost.

2. **Page ES-2, First Paragraph**

“However given the large population served, fluoridation of water produced by the Water Agency would have a wide reach and could be more cost effective than having individual retailers fluoridate, particularly in cases where the Water Agency provides all the water to individual retailers.”

This does not happen.

3. **Page ES-5, Third Paragraph**

“The selection of the fluorosilicic acid system was prompted by reports of operations and maintenance difficulties by other Water Agencies working with sodium fluoride.”

No reference is given for these reports of operations and maintenance difficulties. The design criteria technical memorandum dated May 2013, by MWH, page 18 reports an interview with one Sacramento County Water Agency operations staff member regarding difficulty using sodium fluoride.

4. **Table ES-2, page ES-6**

The Total Present Value of Project O&M and Capital Costs is \$14.74M, significantly more than the \$3.84M Capital Cost and \$556K annual O&M requirement reported to the Fluoridation Advisory Committee for phase 1 (Wohler & River Road only).

5. **Page ES-6, Last Paragraph**

“The capital costs in Table ES-2 can be compared to the Fluoridation Treatment Capital Cost Estimates provided to the California Department of Public Health by the Cities of Santa Rosa and Petaluma and the North Marin Water District.”

This is not true since the retail fluoridation estimates would result in optimal fluoridation and Table ES-2 costs are for variable (sub-optimal) fluoridation.

6. **Table ES-3, page ES-7**

The Grand Total phase 1 & 2, Total Present Value of Project O&M and Capital Costs \$17.83M, again substantially more than reported at the Fluoridation Advisory Committee.

7. **Page ES-7, Second Paragraph**

“The annual O&M cost estimates provided herein are conceptual only, and are based upon the data available at the time of the estimate.”

This is huge flaw in the analysis if the O&M cost estimates are at a conceptual level.

8. **Page ES-7, Last Paragraph**

There is no substantiating information in the body of the report addressing secondary impacts; i.e. potential impacts for wastewater, irrigation, recycled water, and fisheries. This information should be based on and reference the best available scientific data.

9. **Page ES-7, Last Paragraph**

“Fisheries experts...a separate working group of the Agency and DHS with National Oceanic and Atmospheric Administration’s, National Marine Fishery Service Staff... is reviewing approaches to further external consultation to assess potential impacts.”

Sonoma County Water Agency and the Water Contractors are expending significant funding for habitat improvement and fisheries benefit in the Russian River Watershed. Sonoma County Department of Health Services must provide financial assurance that should the fluoridation be detrimental to the Agency and Water Contractor efforts that the Agency and Water Contractor costs will be fully recovered.

10. Page 1, Second Paragraph

“The Community Health Assessment and the Sonoma County Smile Survey recommended water fluoridation as a primary means of preventing tooth decay and improving oral health.”

This is not true. The final report of the Sonoma County Task Force on Oral Health dated June 1, 2011 and presented to the Sonoma County Board of Supervisors on February 28, 2012, made the following recommendations:

1. Access – Mobilize public-private partnerships to expand access to care in Santa Rosa and other high-need communities by adding clinical capacity and expanding the cost-effective use of existing community-based facilities (community health centers, Women, Infant, Children (WIC) nutrition programs, private dental offices, Santa Rosa Junior College Dental Hygiene Clinic, mobile dental clinics).
2. Medical Home/Primary Care – Adopt and implement practice changes, including education for primary care providers and staff, to strengthen oral health assessment, education and preventive care in primary care visits and fully integrate dental professionals within the medical home model.
3. Perinatal issues – Develop and integrate a comprehensive oral health promotion program, to include prevention, assessment, referral, treatment, and case management, into the Comprehensive Perinatal Services Program (CPSP) for pregnant women at all CPSP service delivery sites.
4. RDHAPs – Expand the use of Registered Dental Hygienists in Alternative Practice (RDHAP) and other appropriate trained personnel to deliver cost effective oral health education, assessment and preventive services in primary care, school and community settings.
5. Data and Surveillance – Develop and implement an ongoing health surveillance program within the Sonoma County Department of Health Services (DHS) to collect, analyze and report data on oral health status, access to prevention and care, and system capacity, and identify strategies to promote oral health throughout the community, with emphasis on high-risk populations.

Additionally, the June 2009, Sonoma County Smile Survey made no such recommendation for fluoridation of the public water supply as a primary means of preventing tooth decay and improving oral health.

11. Page 1, Third Paragraph

“Fluoridation of public water systems in California was first required in 1976. Current regulations state that systems serving more than 10,000 service connections must fluoridate unless the system does not receive sufficient funds from a source identified by the California Department of Public Health (CDPH) for capital and ongoing operations and maintenance costs.”

See Comment #1

12. Page 2, First Paragraph

“Fluoridation of water produced by the Water Agency would have a wide reach and could be more cost effective than having individual retailers fluoridate particularly in cases where the Water Agency provides all the water to individual retailers.”

See Comment #2

13. Page 3, Second and Third Paragraph

The discussion regarding optimum fluoride levels leaves the reader to believe that this can be achieved with the proposed project, which is not the case.

14. Page 3, Bullet 1 & 2

“Daily Distribution System Grab Sample Testing (FMP)... Monthly Distribution System Split Grab Sample Testing (FMP).”

Is this required for each distribution system and reflected in your cost estimate?

15. Page 4, Bullet 2 & 5

“Action Plan for non-optimal fluoride level (FSOCP)... Notification and reporting procedures (FSOCP).”

Again is this required for each distribution system and was it estimated in the O&M costs?

16. Page 4, General Requirements

The general requirements exclude reference to required modification of the Restructured Agreement for Water Supply which would be necessary to add fluoride treatment to the existing Agency water transmission system. Additionally it does not address how customer complaints will be handled. Further, there is no mention of water contractor DPH permits, which we understand but has not been confirmed, would not require modification with variable fluoridation.

17. Page 6, Last Paragraph

“Although the relative cost of a sodium fluoride system was approximately 11% less expensive, the recommendation of the fluorosilicic acid system was reinforced by reports of operational difficulties by other water agencies and benefits for staff training on a single fluoride chemical rather than two.”

What have been the cost trends for the different fluoride chemicals and were these reviewed as a component of the recommended selection. See also Comment #3

18. Table 4, Page 7

“Fluorosilicic Acid... decreases pH, requiring additional caustic soda usage.”

How much additional caustic soda is required? How is its addition controlled and was the cost included in your estimate?

19. Table 6, Page 9

See Comment #15

Fluoride storage requirements are based on average flow. We believe that it would be better to base the storage requirements on average day of the peak month flow, plus a buffer. Additionally, no mention is made to temperature control, backup power or spill prevention/alarms.

20. Table 7, Page 10

See Comment #16

21. Page 11, Civil Design, First Paragraph

"The civil design mainly consists of locating the new fluoride building and locating injection, potable water (PW) and utility water (UW) piping to and from the building at each site."

How is utility water different from potable water in this instance? We note that the design criteria technical memorandum dated May 2013, page 16 recommends that carrier water is not recommended for the system since there is ample mixing opportunity in the two transmission pipelines and would add unnecessary complexity and maintenance to the system.

22. Page 12, Chemical Piping, Bullet 4

The chemical piping is reported to be schedule 80 PVC pipe inside PVC containment pipe. We recommend that there be a minimum slope on the pipe so that the containment can drain to a sump at a low end and that the sump be alarmed to detect spills.

23. Page 12, Penultimate Paragraph

"To minimize risk, storage of chemical will be double contained through the use of double wall tanks, and piping to and from the metering pumps will be double contained to the extent practical."

Either it's double contained or its not. "To the extent practical is ambiguous."

24. Page 13, First Paragraph

"Fluoride will be injected in the site's transmission pipeline near the existing chlorine injection point."

How will the injection be made and to what extent will the existing aqueduct be protected, both physically and from intermittent shut downs for maintenance of the fluoridation system and injection?

25. Page 13, First Paragraph

It is unclear how corrosion issues at the injection locations are managed. Is there Carrier water, or is the fluorosilicic acid injected directly at a pH of 1-2?

26. Page 13, Third Paragraph

"The Analyzers should receive the samples of treated water... as close as possible to the injection locations... However, the sample point also needs to be located such that there is assurance that proper mixing has occurred... A distance approximately 50 pipe diameters downstream of the furthest injection point is recommended in a straight run of pipe."

50 pipe diameters in a 48" pipe is 200 feet, which is a significant distance for operators to maintain.

27. Page 14, Last Paragraph

"Hydraulic diaphragm pumps are recommended...the pumps are made by several manufactures including Prominent and Pulsafeeder."

Does SCWA currently use these type/brands of pump or will the new equipment be adding additional equipment and complexity to standard operating procedures.

28. Page 15, Table 9

The tanks are too small. They should at least be 205 gallons per day x 30 days + 1,000 gallons = 7,150 each. Is there any shelf life concern with storing the fluoride solution over extended periods?

29. Page 17, Fifth Paragraph

“Water bath type fume scrubber may be provided to reduce acid fume exhaust during tank refills if desired and can be addressed during final design.”
Shouldn't this be costed now?

30. Page 18, First Paragraph

“The 480 volt distribution panel boards and 208Y 120 volt lighting panel boards shall use molded case, bolted in place circuit breakers.”
Why is 480 volt needed? Isn't it already stepped down at the site?

31. Page 22, Bullet 8

“Miscellaneous – Fluoride Storage and Feed Room Flood Alarm, Storage Tank rate of change alarm (SCADA-derived) Fluoride Storage and Feed Room intrusion alarm, fire system alarm, HVAC smoke detector alarm.”
What alarms and controls are available to stop/prevent overfeed of fluoride or monitor spills?

32. Page 23, Third Paragraph

“Roofs will be designed with removable sections to allow replacement of chemical storage tanks.”
Adjacent yard areas must be large enough to accommodate equipment and roof/storage tank removal/replacement.

33. Page 25, First Paragraph

“Upon leak detection the buildings will be ventilated with a minimum of 30 ACH under any indoor temperature scenario.”
The chemical monitoring and control section did not mention leak detection.

34. Page 26, Table 13

Indoor heating design criteria- fluoride storage 95 degrees in the summer.
This temperature seems high. What will the fluoride temperature be under this condition? Will that have a material effect on its effectiveness when added to the cold groundwater in the aqueduct?

35. Page 28

“Sanitary Drain (SD)”
Where does fluoride drain and how is it handled? Were costs estimated for handling the drain fluoride neutralization and off-haul?

36. Page 29

“Safety Showers/Eye Washes”
See Comment 31

37. Page 30, Structural Design

"The roof joists shall be coated, primed and painted for steel protection against corrosion."

Everything else is stainless steel, FRP, or epoxy coated. Why would the steel structure not be?

38. Page 32, last paragraph

"During the next phase of the work, the building will need to be relocated on the site to avoid straddling the fault."

Why wasn't it estimated to be in the "alternate" location in this report and what is the significance of the relocated estimate?

39. Page 34, Structural Materials, Masonry

"Size 8 inches wide x 16 inches long x 8 inches high concrete masonry unit (CMU)"

Will the concrete block be split faced or have some other architectural condition?

40. Page 35, Containment/Spill Control

"The chemical at each site will be stored in double wall tanks; therefore a containment curb or wall is not required. The floor of the chemical storage and feed room will slope towards a sump."

Will the sump drain? Will the containment piping drain? See Comment # 19, 20, 31, & 32.

41. Page 37, Dosing and Monitoring

"Static mixers that are resistant to the corrosive effects of fluosilicic acid may be used at the Wohler and River Road locations, the larger diameter pipes, should allow for use of injection quills that project into the pipelines approximately one-third of the diameter."

How would the static mixer operate/be located? Use of a static mixer was not mentioned earlier? What happens at the well sites? The injection and monitoring are 200ft apart.

42. Page 39, Process Piping

"The carrier PVC will be routed within clear PVC pipe."

Why would this not be buried similar to the Wohler/River Road sites? Again you need 200ft between the injection point and the monitoring point. Other information missing from this page are HVAC requirements and fire protection. See the design criteria technical memorandum on Page 13 and Page 16.

43. Page 42, Last Paragraph

"It does not include costs for a Hazard and Hazardous Materials Corridor Study,..."

These multiple study costs and the potential EIR cost are not included in the cost estimates. The project funding will need to be flexible enough to cover these costs should they be required.

44. Page 43, First Paragraph

"Expected accuracy ranges are from -10% to -20% on the low side and +10% to +30% on the high side."

Do the costs reflect the San Francisco Bay Area material and labor markups?

45. Page 45, Equipment Replacement

Fifteen year interval for Motor Driven Metering Pumps, Building Exhaust Fans is too long. There is also no replacement plans for controls/instrumentation or building feature replacements.

The replacement costs may be understated. Electrical, Mechanical and structural components will likely need to be replaced in the anticipated 30 year life. Given the corrosive environment a 30 year project life may be optimistic.

46. Page 48, Paragraph 1

Based on the uncertainty of future costs, a project reserve or contingency fund is warranted to establish and be included in the estimate.

DESIGN CRITERIA TECHNICAL MEMORANDUM

47. Page 17, Table 6,

These costs estimate summaries don't match the estimates on Page 46 & Page 47 of the Fluoridation Preliminary Engineering Design Report.

48. Appendix C

Fluoridation Facilities Capital Costs Detail

No dollars are included for either miscellaneous Owner's Soft Costs (Oversight/Mgmt) nor Owner's Construction Contingency/Mgmt Reserve. Additionally, the engineering costs total \$178,500 for River Road, \$150,000 for Wohler and \$19,500 each for the well sites. These appear to be significantly low considering the draft Fluoridation Preliminary Engineering Design Report cost \$103,000.



Russian River Biological Opinion Update – September 2013

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

Dry Creek Habitat Enhancement and Demonstration Project

- Construction of the remainder of the one-mile demonstration project is underway. Hanford Applied Restoration & Conservation, out of Sonoma, is constructing the project. This summer's work focuses on habitat downstream of Lambert Bridge. Features include bank stabilization, a backwater with constructed log jams and boulder clusters.
- Construction is complete on the U.S. Army Corps of Engineers habitat enhancement project, on Corps property immediately below Warm Springs Dam. The Water Agency is partnering with the Corps on a grant application to provide signage and public access to the site.
- Site identification and outreach to landowners is underway for the second and third miles of habitat enhancement. Two firms, Interfluve and ESA PWA, have been selected to design the second and third miles of habitat enhancement.
- The Water Agency, National Marine Fisheries Service, Department of Fish & Wildlife and the U.S. Army Corps of Engineers are working with consultants, ESSA, to develop clear success measures for habitat enhancement. The plan should be completed in 2013.

Tributary Fish Passage and Habitat Enhancement Projects

- Trapping efforts at Austin Creek, Dutch Bill Creek, Dry Creek, Mark West Creek and in the Russian River near Mirabel have concluded for the season.

Mirabel Screen and Fish Ladder Replacement

- The 90% design is ongoing; the Water Agency Board has adopted the Initial Study and Mitigated Negative Declaration; and major construction is estimated to begin in June 2014.

Russian River Estuary Management Project

- At its August meeting, the California Coastal Commission unanimously approved the Water Agency's applications to conduct lagoon management activities and physical studies of the jetty, as required by the Biological Opinion.
- The 2013 Lagoon Management Period began May 15 and will end on October 15. Biological and water quality monitoring is underway.

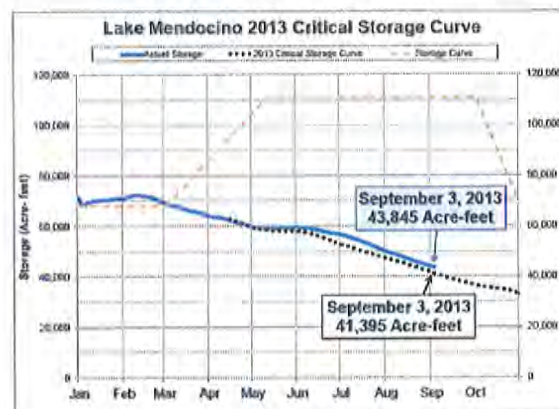
- The mouth of the river has closed twice since May 15. The first closure, in mid-May, lasted for nearly two weeks until the estuary breached on its own. The second closure lasted for nearly a month, with the river mouth closing on June 7 and breaching on its own on July 3. Due to timing with the July 4 holiday weekend, the Water Agency was unable to implement an outlet channel prior to the mouth opening.
- A study of the jetty is underway. The purpose of the study is to determine if and how the jetty impacts the formation of the barrier beach and lagoon water surface elevation. While the historic assessment component of the study was completed at the end of 2012, field investigations were postponed until all permits were acquired.

Fish Flow Project

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

Interim Flow Changes

- The State Water Resources Control Board issued the 2013 Temporary Urgency Change order in late April and flows were reduced beginning on May 1. The minimum flows requirements in the upper river were based on the rapid decline in Lake Mendocino levels and differ from the minimum flows required in the Biological Opinion. Minimum flows requirements in the order are 75 cfs in the upper river and 85 cfs in the lower river. Beginning July 1, minimum flows requirements could go down if storage in Lake Mendocino dips below a critical storage curve for three days. As of September 3, actual storage in the lake was 2,450 acf above the storage curve.



- More than 1,100 people have signed up for the 20 Gallon Challenge, a Sonoma Marin Saving Water Partnership paid media campaign to increase voluntary conservation, and more than 5,000 people have visited the website.

Public Outreach, Reporting & Legislation

- Senator Boxer's Water Resources Development Act (WRDA) legislation contains language that would authorize the U.S. Army Corps of Engineers to conduct work on Dry Creek.

15

DISBURSEMENTS - DATED SEPTEMBER 5, 2013

Date Prepared:9/4/13

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


<u>Seq</u>	<u>Payable To</u>	<u>For</u>	<u>Amount</u>
1	101 Office Products	Quarterly Toner Order (4-Color, 14-Black)	\$1,583.16
2	Ahle, James	Novato "Toilet Rebate" Program	200.00
3	Argonaut Constructors	Final Payment: Recycled Water South Phs 2 Project (Total Project Cost \$1,535,505.01)	116,961.06
4	AT&T	July Internet Service @ PRTP	70.00
5	AT&T	Telephone Charges: Leased Lines	604.48
6	AWWA CA-NV SEC	Fall Conference (9/30-10/3/13) (Sacramento) (McIntyre)	445.00
7	Baker, Jack	August Director's Fee	200.00
8	Bastogne	Refund Credit: Account Closed	112.64
9	Bio-Acoustical	On-Site Hearing Test (19 Employees)	415.00
10	Bold & Polisner	July Legal Services: AEEP Caltrans Reimb B-1 (\$130), Brown Act (\$19), MMWD Intertie Agreement (\$2,079), Novato Redevelopment Claim (\$140), Risk Management (\$56), RW So Phs 1B (\$1,457), Surplus Prop Disposition (\$37) & Village Marin Agreement (\$500)	4,416.15
11	Business Card	Dinner Meeting (\$115), iPad App (\$3), WAC/TAC Leader Breakfast Meeting (\$66), Temp Laborer Position Posting (\$75), Food for Patio Picnic (\$43), Standards Methods (Lab) (\$295), Cases for iPads (6) (\$113), Internet Payment Gateway (\$141), Replacement Blades & Parts for Tube Cutters (\$315), Conservation Marketing on Facebook (\$80), Two-Way Radio (Kauwe) (\$61) & Laserjet Printer (Consumer Serv) (\$400)	1,706.39
12	Caltrans	Progress Payment #2: AEEP Betterments April - June 2013	87,154.62
13	California Pipe Fabricators	Pipe Tees (2) (8" x 4" x 8")	2,267.20


Seq	Payable To	For	Amount
14	CDW-Government	Numeric Keypad (Arendell), Back-up Keyboards (4) & Batteries Back-ups for RTU's (\$347)	414.53
15	CPI International	PVC Tubing (Lab)	179.46
16	Crocker, Richard	Novato "Toilet Rebate" Program	100.00
17	Cummings Trucking	Rock (67 yds)	2,305.28
18	CWEA	California Water Environment Association Membership Renewal (10/3/13-10/3/14) (Budget \$140) (Bena)	148.00
19	Fisher Scientific	pH Electrode (\$63) & Reagent (\$110) (Lab)	173.73
20	Fraites, Rick	August Director's Fee	200.00
21	Gardener's Guild	Picnic Table Area Irrigation Retrofit @ Fireman's Fund	2,300.00
22	Geier, Helmut	Novato "Water Smart Landscape Efficiency" Program (\$100) & "Smart Irrigation Controller" Program (\$90)	190.00
23	Golden Gate Petroleum	Gasoline (\$3.69/gal) & Diesel (\$3.79/gal, \$3.95/gal)	3,287.22
24	Grainger	Welding Gloves	22.37
25	Harris and Associates	Pipeline Inspection & Testing Services for MSN-B1 Reach E Project (Balance Remaining on Contract \$191,474)	42,278.30
26	Irish & Son Welding	Weld Thread-O-Let for In & Out Burger & 6" Off-Set for Novato High	440.00
27	Kehoe, Theresa	Exp Reimb: Notary Certification Exam on 8/26/13	40.00
28	Kenney, Timothy	Novato "Water Smart Landscape Efficiency" Program	18.56
29	Kircher, James	Novato "Washer Rebate" Program	50.00
30	Lincoln Life	Deferred Compensation PPE 8/31/13	10,867.06
31		Cafeteria Plan: Childcare Reimbursement	416.66
32	Lux, Robert	Novato "Washer Rebate" Program	50.00

Seq	Payable To	For	Amount
33	Marin IJ	Subscription Renewal (9/13-9/14) (DeGabriele) (Budget \$240)	280.57
34	Martinez, Christopher	Novato "Toilet Rebate" Program & Refund Alternative Compliance Reg 15 Deposit (\$630)	830.00
35	McMaster-Carr Supply	1" Suction Hose (80') (\$319) & 'O' Ring Seal (STP)	335.73
36	Meyer, Kristin	Novato "Toilet Rebate" Program	200.00
37		Wage Assignment Order	284.00
38	Mutual of Omaha	September Group Life Insurance Premium	691.90
39	Nottingham, Barbara	Novato "Toilet Rebate" Program	200.00
40	Novato, City of	Surcharge, Encroachment Permit (\$413) & Inspections (\$513)	966.25
41	Novato Sanitary District	Recycled Water Labor for May-June 2013 (\$8,436) & Chemicals & Power for April - June 2013 (\$18,504)	26,940.41
42	Novato Public Acc. Television	Produced 2 Instructional Videos on NMWD: Overview & STP	800.00
43	Pace Supply	Couplings (14) (\$1,222), Elbows (3) (\$309), Meter Stops (28) (\$895), Valves (5) (\$1,698), Adaptors (4) & PVC Pipe (120) (Less Credit Received for Return of Meter Stops \$416)	3,751.77
44	PERS Health Benefits	Health Insurance Premium (Employees \$49,512, Retirees \$10,908 & Employee Contribution \$10,357)	70,778.74
45	Petterle, Stephen	August Director's Fee	100.00
46	Red Wing Shoe Store	Safety Boots (Castellucci)	147.13
47		Cafeteria Plan: Childcare Reimbursement	208.33
48	Rodoni, Dennis	August Director's Fee (\$200) & Water Advisory Coordinating Council Meeting on 8/1/13 (\$100) & WAC/TAC Meeting on 8/5/13 (\$100)	400.00
49	Rosemount	Flow Meter for Bolling Circle Booster Pump	2,994.56
50	Ryan, Harold	Novato "Toilet Rebate" Program	100.00

Seq	Payable To	For	Amount
51	Schoonover, John	August Director's Fee Less Deferred	175.00
52	Siemens Water Technologies	Service on Deionization System (Lab)	338.39
53	Sonsray Machinery	Coupling for Universal Joint ('93 Case Loader)	131.91
54	Univar	Ferric Chloride (17,612 lbs)	6,146.52
55	US Geological Survey	1/3 Share FY14 Gallagher Stream Gauge Maintenance (\$7,525) (Budget \$7,900) & Gallagher Auxiliary Stream Gauge (\$10,505)	18,030.00
56	Verizon California	Telephone Charges: Voice Line	46.56
57	Verizon Wireless	July CIMIS Station Data Transfer Fee	25.98
58	Western Oaks Village HOA	Novato "Water Smart Landscape Efficiency" Program	1,000.00
59	White & Prescott	Engineering Services: Hamilton School Easements (Balance Remaining on Contract \$9,605)	2,600.00
		TOTAL DISBURSEMENTS	<u>\$418,120.62</u>

The foregoing payroll and accounts payable vouchers totaling \$418,120.62 are hereby approved and authorized for payment.

 _____
 Auditor-Controller Date 9/3/13

 _____
 General Manager Date 9/2/2013

DISBURSEMENTS - DATED SEPTEMBER 12, 2013

Date Prepared: 9/10/13

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 8/31/13	\$116,380.10
EFT*	US Bank	Federal & FICA Taxes PPE 8/31/13	49,803.66
EFT*	State of California	State Tax & SDI PPE 8/31/13	8,990.94
1	Aberegg, Michael	Drafting Services: Lynwood Pump Station Renovations (Balance Remaining on Contract \$4,683)	853.00
2	All Star Rents	Propane (STP Forklift)	117.26
3	AT&T	Telephone Charges: Voice Lines	220.66
4		Vision Reimbursement	100.00
5	Buck's Saw Service	Weed Eater Line	59.94
6	Building Supply Center	2" Valve (\$76), Wasp Spray & Primer	87.84
7	Calif Public Health Services	Application Fee for Water Distribution Operator Certification D4 (Jeff Corda)	105.00
8	CDW-Government	WiFi Extender for iPads (\$127), Mice (2) & Printer for SCADA System (\$121)	320.13
9		Vision Reimbursement	199.00
10	Costco Wholesale	Coffee (\$49), Coffeemate & Sugar	59.54
11	Dagoob, Genoveva	Overpayment on Closed Account	105.95
12	DeGabriele, Chris	Exp Reimb: August Mileage	141.20
13		Cafeteria Plan: Uninsured Medical Reimbursement	52.94
14	Cashier Dept of Pesticide Regulation	Pesticide Applicator's Certificate Renewal (Stafford) (1/14-12/15) (Budget \$60)	60.00
15	DMH Land Use Planning	Feasibility Analysis-San Marin Water Tank Site & 42 Spinosa Way	1,800.00

Seq	Payable To	For	Amount
16		Cafeteria Plan: Uninsured Medical Reimbursement	948.71
17	Golden Gate Petroleum	Bulk Motor Oil (100 gal)	1,254.59
18	Grainger	Barricade Tape (2), "AA" (48) & "9V" (36) Batteries (\$40), Hard Hats (2) & Pipe Sealant (96 oz) (\$154)	255.90
19	Groeniger	Elbow (4) (\$366) & Tee (\$163)	529.74
20	Industrial Vacuum	Vacuum Trailer Rental for Removal of GAC (STP) & Pickup/Delivery (\$1,000)	4,500.00
21	Interstate Battery	Batteries (2) ('01 Volvo Generator-\$351, '08 Magnum Light Tower-\$98 & '08 Generators-\$195)	644.87
22	Lender, Lorraine	Novato "Washer Rebate" Program	50.00
23	Maltby Electric	Electrical Conduit Elbows (4) & Couplings (8)	31.52
24	Mansur, Tim	Novato "Washer Rebate" Program	50.00
25	Marin Landscape Materials	Mulch (3/4 yd)	21.26
26	Marin County Recorder	February-April 2013 Copy of Official Records (4)	74.00
27	Marin Reprographics	Bond (36" x 500') (2)	85.04
28	McLellan, WK	Misc Paving (Novato Area)	2,186.44
29	Metrohm	Tubing for Ion Chromatograph	97.21
30	North Marin Auto Parts	Battery Terminal, Trailer Light Plug, Razor Blades (100), Wheel Chock (\$50), Oil Filters (4) (\$26), Marker Lights, Motor Oil (6 gal) (\$85), Air Filters (2) (\$35), Wiper Blades & Shop Rags (60 lbs) (\$120)	389.51
31	North Bay Gas	Nitrogen (STP) (\$983), Acetylene Cylinder (\$293) & August Cylinder Rental (\$104)	1,380.78
32	North Bay Watershed Assoc.	FY13/14 Dues (DeGabriele) (Budget \$6,650)	6,452.62
33	Novato Builders Supply	Concrete (5 yds) (\$900), Water Stop Cement, Rebar, Lumber & Concrete Nails (2 lbs)	941.20
34	O'Reilly Auto Parts	Brake Cleaner (24-14 oz cans)	52.06

Seq	Payable To	For	Amount
35	Pace Supply	Adjustable Steel Pipe Support (8" x 12" x 8")	210.53
36	Pape Machinery	Tractor Grease (16 gal)	411.07
37	PERS Retirement System	Pension Contribution PPE 8/31/13	47,682.02
38	Sequoia Safety Supply	Respirator Masks (2), Safety Gloves (300) & Sweat Bands for Hard Hats (20) (\$43)	90.76
39	Tostenson, Jerry	Novato "Cash for Grass" Program	225.00
40	United Rentals	Clutch Assembly for Weed Wacker (\$191), Tachometer/Hour Meter (\$267) & Oil Filter ('08 Generator)	509.06
41	Univar	Sodium Hydroxide (25,879 lbs)	9,174.18
42	Verizon California	Telephone Charges: Leased Lines	922.33
43	Verizon Wireless	Cellular Charges: Data (\$101) & Airtime (\$132)	233.64
		TOTAL DISBURSEMENTS	<u>\$258,861.20</u>

The foregoing payroll and accounts payable vouchers totaling \$258,861.20 are hereby approved and authorized for payment.


 Auditor-Controller

9/9/13

Date


 General Manager

9/9/2013

Date

BOD MISC



P 303.347.6100 F 303.730.0851

www.WaterRF.org

6666 W. Quincy Ave., Denver CO 80235-3098

August 22, 2013

RECEIVED

Chris DeGabriele
North Marin Water District
999 Rush Creek Place
Novato, CA 94945-2426

AUG 30 2013

North Marin Water District

Dear Mr. DeGabriele:

Sonoma County Water Agency recently renewed your 2013 subscription commitment to the Water Research Foundation. Through the support and participation of organizations such as yours, the utility-focused research sponsored by the Foundation can continue to move forward.

The Foundation serves as the hub of the biggest international network of water providers, industry consultants and suppliers, universities, laboratories, regulators, and public health agencies focused on safe, available, and affordable water. Your organization plays an important role in this centralized research effort.

As a subscriber to the Foundation, your organization can participate and use the many benefits available in a number of ways:

- Complete access to the Foundation's research information via the Web site at WaterResearchFoundation.org
- Free research reports and pdfs of reports, published at the completion of each project
- The opportunity to have input into the research agenda
- Access to the Foundation's network of researchers and water experts
- The opportunity to participate in projects or serve on one or more committees that provide ongoing peer review of research
- Complimentary registration at conferences, workshops, and online seminars sponsored by the Foundation
- The opportunity to submit proposals for research projects, including Tailored Collaboration proposals.
- The Foundation's monthly and bimonthly periodicals

As a token of appreciation, we are pleased to send you the enclosed 2013 certificate of participation. You may display it proudly, knowing that you and your organization are part of the water research effort.

If you have any suggestions or questions about the Foundation and its work, please contact me. We at the Water Research Foundation know subscribers' commitment to the Foundation remains strong. The Foundation is committed to provide you and the water community with scientifically credible knowledge and a research program that is ever-vigilant of the needs of the water-supply community.

Sincerely,

Robert C. Renner, P.E., B.C.E.E.
Executive Director

RCR:kep:68

BOB MISC

PRESS RELEASE
(For Immediate Release)

CHANGE OF GUARD AT MARIN LAFCO

SAN RAFAEL, CA., Sept 5, 2013 – On Monday, September 9, 2013, the Marin Local Agency Formation Commission (LAFCO) will welcome its new Executive Officer, Keene Simonds, Commission Chair Jeffrey Blanchfield announced today. After an extensive search, Mr. Simonds was selected to replace Peter Banning, LAFCO’s highly regarded Executive Officer, who retired August 1, 2013.

For the past seven years Mr. Simonds has served as Executive Officer of the Napa Local Agency Formation Commission. He has over 12 years of experience in managing or assisting in the management of a public agency and private business.

Mr. Simonds holds a Master of Public Administration from the University of Southern California and his B.A. degree is from Pepperdine University.

LAFCO is a government agency created by the California Legislature in 1963 to control the formation of new local governmental agencies and changes in the organization of existing agencies to ensure the provision of sensible and efficient urban growth and services, and to discourage urban sprawl and preserve agricultural land resources.

Contact Information

Jeffrey Blanchfield, Chair
Marin Local Agency Formation Commission

(415) 383-5681
jeffsb@sbcglobal.net

Members: Susan Adams, Judy Arnold, Barbara Heller, Carla Condon, Craig K. Murray, Dennis J. Rodoni,
Alternates: Christopher Burdick, Kathrin Sears, Herb Weiner
Executive Officer: Keene Simonds

Marin Local Agency Formation Commission

555 Northgate Drive, Suite. 230 • San Rafael, California 94903
Telephone (415) 446-4409 • Facsimile (415) 446-4410 • Email staff@marinlafco.org
Website <http://lafco.marin.org>

BOD MISC

The Press Democrat

First Chinook salmon of year returns to Russian River

on September 4, 2013, 7:43 PM

The Sonoma County Water Agency says the first Russian River salmon of the season worked its way upstream to spawn on Sept. 2. The healthy-looking fish was photographed in the fish ladder next to the agency's inflatable dam near Mirabel Park.

"That is a beautiful-looking Chinook salmon," Environmental Resources Coordinator David Manning said.

Signs are pointing to a good year for salmon spawning in North Coast rivers, he said, though it is too early to tell whether this year's breeding population will approach the 6,681 spotted last year in the Russian River, a record in the 13 years the agency has kept a count.

Chinook returns should peak in October. Coho Salmon and Steelhead trout have a later spawning cycle and are expected to start returning in October and peak in November and December.

—Sean Scully

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—Sean Scully

Local Voices

Brown on the North Redwood Corridor

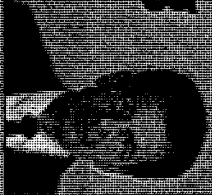
Novato's Community Development Director Bob Brown reached out to me the other day to outline what the city is doing to engage all the stakeholders in drafting a vision for the North Redwood Corridor.

Brown explained that the North Redwood Boulevard area constitutes a unique redevelopment opportunity in Novato and north Marin. The 30-acre study area includes several vacant or underdeveloped properties—the Dairyman's Milling Company, Shamrock Materials and a site north of Faderlee's.

About four years ago, the city began evaluating redevelopment options for the corridor, as part of the prior General Plan update. Two community workshops were conducted. However, the effort to fashion a preferred land-use proposal was put on the back burner, because of the unexpected hubbub over the City's Housing Element.

On May 14, 2013, the Novato City Council imposed a moratorium on development approvals in the area between Olive Avenue and San Marin Drive, and from Redwood Boulevard to the freeway. The moratorium was recommended by the Novato Chamber of Commerce and the city's Economic Development Activity Committee, following the submittal of two retail development proposals in the area. He said, "The council, in imposing the moratorium cited their desire for more coordinated development between the various property owners, and for higher

Musing on Marin



PAUL S. MARMALAKAS

quality, pedestrian-oriented retail development. The moratorium extends to May 13, 2014."

Two, half-day charrettes, intended to jump-start the process, are scheduled for Sept. 14 and Sept. 28 at the Margaret Todd Senior Center. The objectives are to analyze Novato's real estate market, determine land uses that are compatible with current conditions and identify shovel-ready sites. It is hoped that the charrettes will facilitate public participation on desired land uses, design character and infrastructure options. And develop an initial consensus—creating a coordinated plan for the redevelopment of underutilized properties. On an incremental basis, these sites would be developed "within a larger design context."

According to Brown, the plan might encompass a pedestrian-oriented, high-quality community retail district that contributes to, but doesn't compete with the economic vitality of the downtown, increasing housing in the study area, com-

munity gathering places, pedestrian and bicycle connections to the SMART station and downtown, and reconfiguring Redwood Boulevard by narrowing the right-of-way or utilizing the median to accommodate the needs of pedestrians and bicyclists.

"At the Sept. 14 community charrette, participants will revisit the discussions from 2009, as well as providing updated information on the local real estate market. The community visioning input from this session will be translated into architectural drawings by a group of more than a dozen local volunteer architects, which the public will then evaluate and refine at the Sept. 28 charrette," he told me.

Once the community members have drilled down on the three to four alternative development scenarios submitted by the architects, city staff will fine-tune the preferred concepts. The latter, the plans will be presented to the Economic Development Advisory Commission, Design Review Commission, Planning Commission and ultimately the City Council.

Over the past several years, a vocal minority has blasted city officials for their "top-down, decision-making process." The North Redwood Corridor charrettes are an invaluable opportunity for the so-called silent majority to show up and speak out.

Paul Marmalekas is a political columnist for MarinScope Community Newspapers. He can be reached at 892-7361.

LOCAL BRIEFS

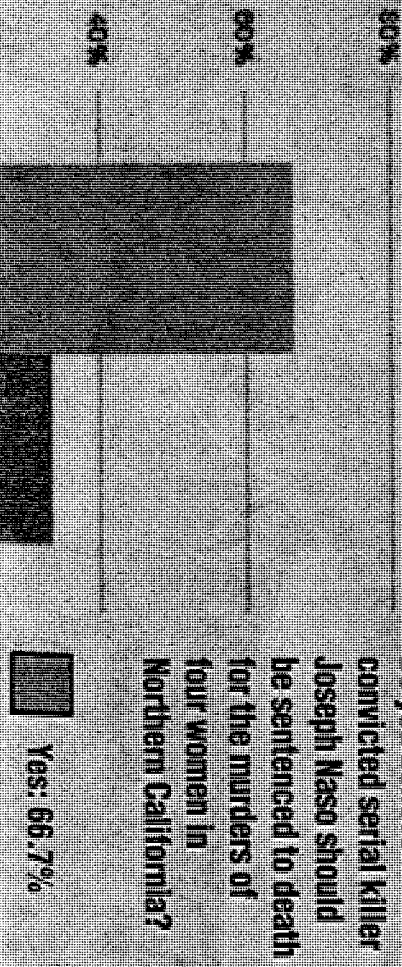
MPD open house

The Novato Police Department will be hosting an open house on Saturday, Oct. 5 from 10 a.m.-2 p.m. at 909 Machin Avenue.

This is an opportunity for the community to see what the officers, dispatchers and civilian employees of the Novato Police Department do daily and what services are provided to the public.

Department hours will be provided. Officers from the Patrol Division, Special Response Team, Canine Unit, Investigations Unit, Crisis Negotiation Team, Novato Police Explorer Post, Traffic Division, Teen Driver Safety Program, Top the Cops Program, Novato Reserves Team, Chan-

Previous online poll results:



Yes: 66.7%

UC | **University of California**
CE | **Agriculture and Natural Resources** | **Cooperative Extension, Sonoma County**

RUSSIAN RIVER COHO SALMON MONITORING PROGRAM: LANDOWNER RECOGNITION

In 2001, only six adult coho were observed returning to spawn in the entire Russian River basin, and juvenile coho were found in very low numbers in only two historic coho-bearing streams. At that time it was highly likely that Russian River coho would completely disappear without help from California Department of Fish and Wildlife, National Marine Fisheries Service, U.S. Army Corps of Engineers, Sonoma County Water Agency, Resource Conservation Districts, and other local organizations. They created the Captive Broodstock Program in a final effort to prevent the impending loss of Russian River coho and enlisted U.C. Cooperative Extension and Sea Grant to help in monitoring hatchery produced offspring that are released into the wild. While this recovery program was initiated by agencies, it is the cooperation, access, and help so graciously provided by many riparian landowners that made it possible.

It's been more than a decade since the recovery effort began and we are excited to share that we have seen three successful generations of coho complete their life cycle, and a significant increase in the number of salmon observed in Russian River tributaries. Nearly 500 adults returned to spawn this past winter and over 5,000 wild juvenile coho were seen in streams last summer.

About 90% of the Russian River and its tributaries flow through private property and all of this would have been impossible without

the cooperation and the collective support of around 500 landowners who provide stream access to fisheries biologists from the University of California. While we appreciate the contributions of all of the landowners involved, a few provided extraordinary assistance in the monitoring effort. They endured our phone calls, our vehicles in their driveways, our crews tromping through private property laden with monitoring equipment and fish to release, antennas and fish traps obscuring the beauty of stream channels for months on end, and at times even jumping in with tools to lend a hand when we needed help. These landowners went above and beyond in supporting this program to insure a future for coho salmon in the Russian River. We are grateful the Board of Supervisors agreed to join us in recognizing their contributions and dedication at the August 6th Board meeting with a Gold Resolution presented by Supervisor Mike McGuire.

Five landowners in the Fourth Supervisorial District earned this distinction through their longstanding commitment to the preservation of coho salmon and they are: Robert Lownes; Westside School, with special recognition to Superintendent Rhonda Belmar; Oliver Max; Kevin Skene; and Quivira Vineyards & Winery, with special recognition to owners Pete and Terri Kight, and Vineyard Manager Ned Horton.



Front row (left to right): Andrew Fegelman for Quivira Winery, Paul Olin, Supervisor McGuire, Bec Detrich for Westminster Woods, Ron Jimenez on behalf of David Berman, and Oliver Max. Second row: Robert Lownes, Supervisor Zane, UCCE County Director Stephanie Larson, Rhonda Bellmer for West Side School, UCCE/CA Sea Grant Coho Monitoring Program Supervisor Mariska Obedzinski, Dean Martinelli, and John Bidia for Korbel Vineyards. Back row: Supervisor Gorin, UCCE/CA Sea Grant Staff Sarah Nossaman and Nick Bauer, Kevin Skene, and Supervisor Rabbitt.

Six landowners in the Fifth Supervisorial District also earned this distinction through their longstanding commitment to the preservation of coho salmon and they are: Westminster Woods, represented by Executive Director Sheila Denton; David Berman;

Theresa Martinelli; Dean Martinelli; Virginia Bruno; and F. Korbel & Bros, represented by Vineyard V.P. Mel Sanchietti, with special recognition to vineyard manager John Bidia. Contact: Paul Olin, Aquaculture Specialist, 565-3449

MASTER GARDENER APPLICATIONS DUE

SEPTEMBER 15

UCCE WORKSHOPS, SEMINARS &

EVENTS

Novato gas line break forces downtown street closure

Posted:

marinij.com

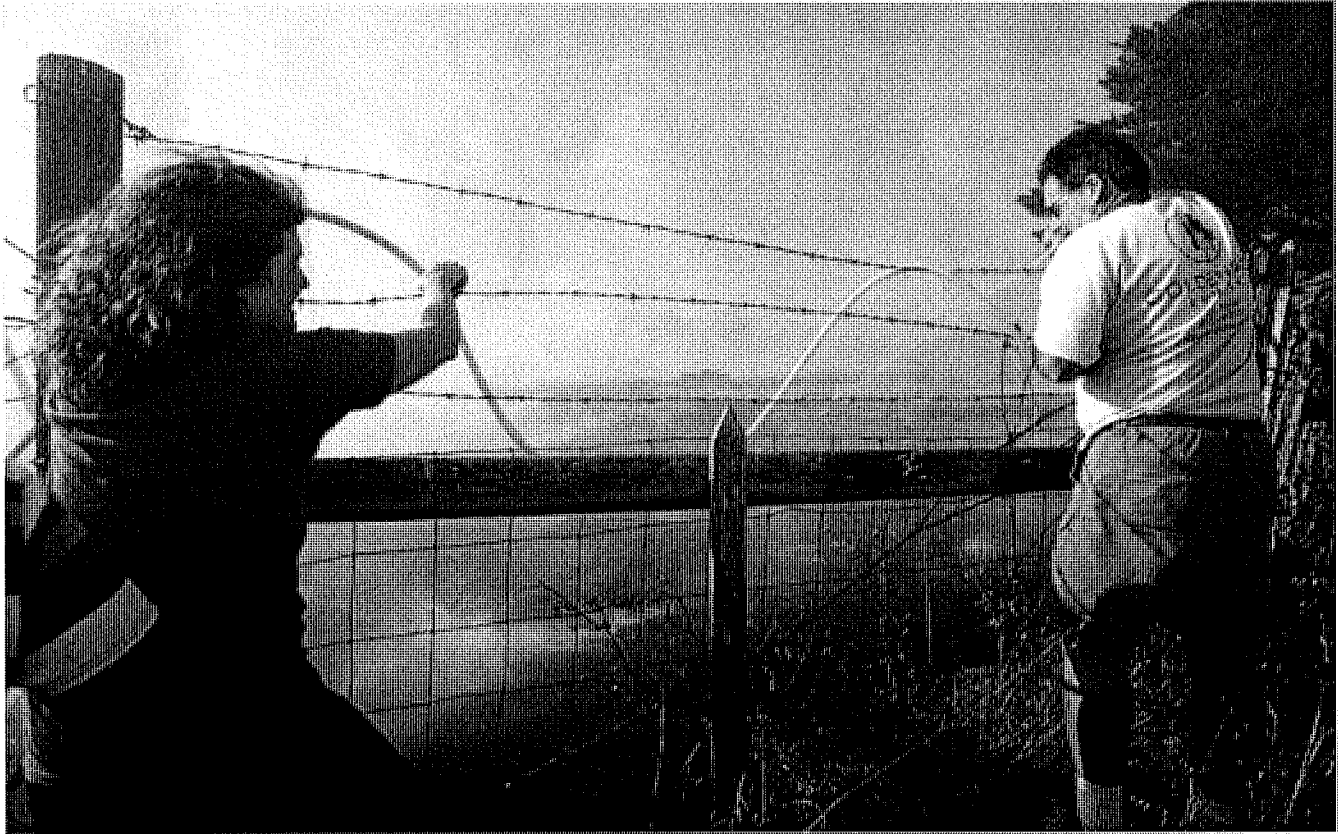
An excavation crew broke a gas line Thursday in downtown Novato, forcing authorities to close a section of De Long Avenue for several hours.

The incident occurred at about 1:45 p.m. in the Civic Center area near De Long and Machin avenues. The 2-inch break was caused by a North Marin Water District crew digging a trench for water service at the new city administration building, said Novato fire spokeswoman Sandy Wargo.

All four lanes of De Long Avenue were closed near the leak while Pacific Gas and Electric crews determined where to squeeze the line, said PG&E spokeswoman Brittany McKannay. The leak was pinched at about 4:15 p.m.

Three traffic lanes were reopened at that point, with one remaining closed while PG&E repaired the line. No customers lost gas service during the incident, McKannay said.

Locals save historic Olema butcher shop



A handful of residents quenched a brush fire just before it reached a historic butcher shop on Friday as emergency vehicles stalled behind a downed power pole that began the blaze off Highway One. Rigo Diaz and Dennis and Judy Rodoni stood between the burning grass and the building, located on the same ranch where Mr. Rodoni's mother grew up. The butcher shop's interior is owned by the Smithsonian. Photo by David Briggs

By Tess Elliott 09/05/2013

Fast-acting residents preserved the historic Gamboni butcher shop in Olema last Friday after an errant driver hit a power pole, dropping lines onto a field and igniting a brush fire along Highway One. With emergency vehicles stuck behind a pole blocking both lanes, a handful of locals wielding garden hoses, shovels and fire extinguishers snuffed out flames that came within a few feet of a grove of trees and several historic buildings—all before fire crews arrived.

Dennis Rodoni was discussing a job with Petaluma painter Rigo Diaz when he noticed flames in the field across the highway from his house at around 5:30 p.m. “It was a slow-burning fire, but it kept approaching, and we realized the emergency vehicles were stuck on the other side of the power line,” said Mr. Rodoni, a general contractor who has lived in town for 20 years. “All the neighbors got together.”

The pair grabbed three hoses from Mr. Rodoni’s house and a neighbor brought another. It was Mr. Diaz, who grew up on a ranch in Mexico, who jumped a fence to spray water on the lower edge of the fire, which was creeping south with the wind. “To me it seems like pretty easy to put it out—not in big trees, not anything dangerous,” he said this week, recalling numerous times he’d extinguished similar fires in his home country.

For Mr. Rodoni there was also an element of nostalgia. His mother and her six siblings were born in a farmhouse on the burned property, a pocket of private agricultural land now a part of Golden Gate National Recreation Area. He recalled his mother telling him stories of getting candy from the butcher shop. “It was a nice feeling [to protect it],” he said, adding that the interior of the shop now belongs to the Smithsonian, though it is not on display.

The three-acre fire was entirely quenched within a half an hour with additional help from a county bulldozer that cut through a fence and dug a fire line on the upper edge of the blaze.

The residents’ communal and critical efforts went unrecognized by the Marin County Fire Department, however. The agency’s press release on Friday evening credited the lack of any structural damage to “quick action by firefighters.”

Both the release and the *Marin IJ’s* article also mistakenly identified the butcher shop as a schoolhouse. In fact the town’s historic schoolhouse lies on the other side of the highway.

“With all due respect, the fire department did a great job, but the buildings were saved by the time they got to it,” Mr. Rodoni said with barely discernible pride. He described seeing the Point Reyes Station fire captain stomping at flames with his boot as the fire trucks were stalled up the road.

No one sustained injuries from the fire. The driver of the vehicle went home unscathed, but her car had come to a stop at the North Marin Water District pump-house, which was out of commission the next day for repair. District officials urged residents and business in the valley to conserve water, but the tank had been filled for the holiday weekend and the supply held up.

Mike Giannini, battalion chief for the county fire department, said his staff was unaware of the residents’ efforts. “Had we known, we certainly would have shared that,” he said, asking the *Light* to extend “his apologies to those folks.”

California Highway Patrol and Sonoma County Sheriff's office, helicopters from the California Highway Patrol and Sonoma County Sheriff's office, the Coast Guard, Bodega Bay Fire Dept., Tomales Volunteer Fire Dept., the National Park Service Fire Dept., and the Southern Marin Fire Dept. Dive Team. The Park Service will be investigating. - Lynn Axelrod

Olema fire quickly stamped out ✓

A fast moving, nearly three-acre grass fire along Highway One, across from Olema Campground, was quickly put out last Friday around 5:40 p.m., 30 minutes after fire fighters arrived. The fire was sparked when a vehicle hit and downed a utility pole, causing a power line to drop onto the dry grass. The pole crossed the highway, initially blocking firefighters' access to part of the fire.

Judy Rodoni, who lives in the area, said local residents hooked hoses together and used fire extinguishers to contain the blaze until fire fighters arrived. It got within feet of nearby houses and an old building identified in early reports as a former school house. Rodoni said the old structure was actually a former butcher shop.

County fire fighters were assisted by the Inverness Volunteer Fire Department and the National Park Service. CalFire launched aircraft but they were called back without dropping any water. CalFire, Novato Fire District and the Ross Valley Fire Department covered the attending Marin fire stations during the incident. No one, including the vehicle driver in the solo accident, was injured. - Staff report

The Press Democrat

Bear Republic Brewing Co., Cloverdale strike deal to boost city's water supply

By CLARK MASON THE PRESS DEMOCRAT on September 8, 2013, 4:11 PM

The development of two new municipal wells in Cloverdale could be expedited thanks to, of all things, beer.

To help secure more water for its Cloverdale facility, Bear Republic Brewing Co. and the city have struck a tentative deal that will speed up development of the wells.

Details are still being finalized, but city officials said Bear Republic would pay in advance for the water it needs to expand beer production, enabling the city to bring more wells into production sooner.

“The public-private partnership will allow them to pay impact fees forward. Payment will be used to connect to new wells we have started exploratory drilling on this week,” said City Manager Paul Cayler.

City officials expect that new wells near the Russian River not only will provide more water for Bear Republic but also for current and future customers of the city utility.

During heat spells, Cloverdale's wells have been unable to keep up with demand to serve the population of more than 8,600 people. The city has kept the water taps from running dry by relying on conservation efforts and reservoirs. But the reservoirs run the risk of being depleted during an extended heat wave. Officials also want to keep the supply intact in case of large fires.

Cloverdale's precarious water situation improved last month with a fifth municipal well that went on line and boosted city supplies by 15 percent.

Cloverdale also wants two more wells, but financing through low-interest federal loans isn't immediately available and likely would take at least a year to obtain, according to city officials. There are funds to bore the wells, but the \$460,000 cost to hook both up to the water plant are not immediately available.

That's where Bear Republic can speed up the process.

The brewery would pay for a sizeable share, if not the full portion, of the connection costs of the wells to the city's water treatment plant, said City Manager Cayler.

“We've calculated what we think their impact fees will be,” he said, adding that the company would pay for underground piping and electrical controls to bring water into the treatment plant.

“We're hoping development of the wells will service Bear Republic, as well as some other economic development,” Cayler said.

The brewing company wants to more than triple the production at its Cloverdale facility. Brewmaster Richard Norgrove Jr. said in a recent interview that the brewery is capped at around 65,000 barrels of beer a year, or slightly more than 2 million gallons.

If he can get sufficient water, Norgrove said he would like to expand to around 200,000 barrels, or 6.2 million gallons of beer.

His father, company chief executive Richard Norgrove Sr., said Thursday his son's estimates are conservative because demand appears to be even greater.

"Every drop of beer I can make is probably sold before I can make the darn stuff," said Richard Norgrove Sr.

He said the craft beer business continues to grow. Bear Republic is riding the popularity crest with its flagship, top selling brand, "Racer 5."

The Cloverdale facility employs about 125 people and is currently entitled to 8 million gallons of water annually.

"The City of Cloverdale wants Bear Republic to stay here. We view them as a key anchor industry. Micro beers and breweries are an important part of economic development," Cayler said.

Even at the accelerated pace, Norgrove Sr. anticipates it will be nearly a year before the additional water, raw materials and equipment needed to expand will be in place.

City officials said there are potentially other projects that could benefit from an expanded water supply, including an assisted living facility that was planned near Foothill Boulevard and Treadway Drive. It had entitlements to go forward at one time, but those expired in 2008.

City Councilwoman Carol Russell said water availability "has concerned us for a very long time. It's tied to quality of life and economic development."

"We want to make sure we have adequate resources in place for our current residents and to bring in new and expanded business to our community so we can provide jobs and other services for our residents," said Mayor Joe Palla.

This summer, customers reduced their overall water use by about 5 percent compared to the same period in 2012, according to Public Works Director Craig Scott. officials acknowledged that a 55 percent water rate hike that went into effect earlier this year undoubtedly cut consumption too. But the system was still having trouble keeping up and the city had to dip at times into its 4 million gallon reserve.

"All summer long we were having difficulty in topping off our reserves until (the new) well came along," Scott said.

Meanwhile, the city is planning \$4 million in upgrades to its system using U.S. Department of Agriculture loans. The work, expected to begin late next year, includes treatment plant improvements, new transmission pipelines, a new storage tank and tank re-coating.

(Staff Writer Sean Scully contributed to this story. You can reach Staff Writer Clark Mason at 521-5214 or clark.mason@pressdemocrat.com.)

The development of two new municipal wells in Cloverdale could be expedited thanks to, of all things, beer.

ADD MISC

The Press Democrat

Discovery of young coho salmon in Russian River tributary heralded

By DEREK MOORE THE PRESS DEMOCRAT on September 8, 2013, 7:30 PM

The recent discovery of hundreds of young coho salmon in a tributary of the Russian River near Jenner is being hailed by biologists as a breakthrough in the decade-long effort to restore the critical habitat and nurse the endangered fish back to health.

Approximately 450 coho were counted in the upper reaches of Willow Creek this summer, an astounding number given that virtually none of the fish have been seen in the waterway for the better part of two decades.

Run-off from logging and farming, coupled with the end of dredging efforts that were aimed at preventing road flooding, had turned the nearly-nine mile waterway flowing from Coleman Valley to the Jenner estuary into a meandering mess.

But restoration work that involves numerous government agencies and nonprofit organizations, and to date has cost more than \$1 million, appears to be paying off, to the degree that Willow Creek is quickly becoming one of the healthier habitats for coho among all 150 creeks and streams that comprise the Russian River watershed.

"It's really exciting," Derek Acomb, a California Fish and Wildlife scientist, said last week while he observed workers push massive redwood and fir logs at selected junctures of the creek, the latest in a series of projects aimed at restoring the habitat.

Acomb, who used a waterproof camera to capture a remarkably clear video of several young coho swimming in the creek in August, recalled saying out loud to himself, "Wow!" when he first spotted the fish. The video has become a minor hit with his colleagues on YouTube.

Michele Luna, executive director of Stewards of the Coast and Redwoods, called the sight of so many coho in Willow Creek a "huge triumph" for all of the agencies involved in repairing the damaged fishery.

Acomb's discovery was especially noteworthy because it means the young coho were spawned in the creek by fish that traveled approximately seven miles upstream from the Pacific Ocean to the pool in Coleman Valley where the fish were spotted. The journey would not have been possible prior to the restoration work, including the remodel of a 43-foot bridge that was a barrier to the fish making it upstream.

Biologists consider Willow Creek arguably the most important tributary habitat in the Russian River for coho, Joe Pecharich of the National Oceanic and Atmospheric Administration said. The federal agency has contributed about \$400,000 for the restoration work.

He said young coho, as well as steelhead trout, are using the lower half of Willow Creek to feed and grow before they migrate to the ocean, as biologists had hoped.

“So not only have these projects opened passage and provided rearing habitat for Willow Creek, they have also provided for any Russian River salmonids that choose it,” Pecharich said.

Government biologists have released more than 33,000 young coho into Willow Creek since 2011. The first of those spawning fish, which have tiny wire tags implanted in their snouts, or in some cases, transponders for more advanced tracking, are not expected to return to the creek until later this fall.

Acomb said a coho released in Willow Creek was caught by a commercial fisherman in Oregon, revealing how far the fish can travel before returning to their spawning grounds.

In the meantime, work continues on making Willow Creek a more hospitable place for the fish. Crews are putting wood into strategically placed locations of the creek to create a more complex stream channel, one that will have larger and deeper pools, as well as cover to protect salmon from river otters, herons and other predators.

Much of the wood was cleared out of the stream in the 1970s and 80s when Louisiana Pacific operated in the watershed, according to John Green, of the Gold Ridge Resource Conversation District. Green said that created a creekbed of uniform width and flatness, or what he termed a “bowling alley” during a tour of the creek last week.

The Gold Ridge district, California State Parks and Fish and Wildlife are now working together to put 100 fir and redwood logs into the stream. Much of the wood is being donated by the Mendocino Redwood Company, which owns property in the area, as well as by two San Francisco residents whose ranch includes a section of the waterway.

Specific areas along a 2.5-mile section of creek have been mapped out for placement of the logs. Last week, Ken Smith of Willits lifted a 43-foot log using a skitter equipped with a grappling hook and shoved it down an embankment as project managers looked on.

For Smith, a former contract logger, the task of putting wood back into the creek carries some irony. He said he was never convinced that taking the wood out of creekbeds in the first place was a wise idea.

“We all lived in the creek when we were kids. Granted, there was a lot more wood in the creek then, but taking it out sterilized the creek,” said Smith, who owns Pacific Inland, Inc.

The debris project, which also is being overseen by Blencowe Watershed Management out of Fort Bragg and is funded with a \$160,000 grant from Fish and Wildlife, is supposed to wrap up by Oct. 15, so as to not interfere with the mating season of red-legged frogs, Green said.

“Instead of truckloads of wood going out of here, we're having truckloads brought in, which is probably the first time that's ever happened,” he said.

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The recent discovery of hundreds of young coho salmon in a tributary of the Russian River near Jenner is being hailed by biologists as a breakthrough in the decade-long effort to restore the critical habitat and nurse the endangered fish back to health.

Approximately 450 coho were counted in the upper reaches of Willow Creek this summer, an

Editorial: Ross Valley's problem a lesson to other district boards

Posted:

marinij.com

THE TRAVAILS of the Ross Valley Sanitary District and its loss of more than \$300,000 in public funds should come as a sober warning to other members of public boards.

Ross Valley board members' primary objective was sound; put the district on a path toward fixing its aging — and leaking — sewer pipes.

Its strategy, however, was flawed — and costly.

The so-called "reform" board hired a new general manager and gave him an overly generous contract, including one of the highest public paychecks in the county, and a loan for housing so that he could afford to live in or close to the district that he served.

The problem, board members learned, was that they didn't make sure the housing loan was secured to a piece of real estate to protect taxpayers' investment. There was no prudent safeguard to make sure that the manager used the money for its intended purpose.

Providing employees with assistance so they can live closer to their jobs, especially workers who need to respond to possible emergencies, makes sense. But it has to be a shared investment, not a handout.

Today, that manager, Brett Richards, is sitting in county jail awaiting trial on suspicion of embezzlement of public funds. The district also has filed a civil suit seeking full repayment of the loan.

Meanwhile, Richards' lawyer wants the district to pay for his client's defense, citing a provision in the contract where district directors agreed to pay Richards' legal costs if he were named in a lawsuit involving the district.

District lawyers say that that provision does not cover legal action taken by the district over possible willful wrongdoing. But it might take court action — and public expense — to settle that dispute.

Ross Valley board members let their politics and objectives cloud careful management of the ratepayers' money. They embarked on a campaign of expanding the district's payroll and giving raises at a time when other public agencies — due to the economic downturn — were laying off workers and imposing furloughs.

They encouraged an antagonistic relationship with neighboring jurisdictions, some leading to costly legal fights.

Richards may be the one sitting in jail, but he wasn't the only one who made mistakes. Richards answered to the district's board of directors.

Finally, district voters took action, voting in a new majority critical of the old board's decisions and direction. The Richards case serves as a textbook example for elected board members, a reminder that they have a responsibility to be careful with public funds.

Perhaps, as the criminal and civil cases play out and Richards has an opportunity to present his defense, the public will learn more about what their elected representatives were thinking in making these decisions.

Ross Valley's mistakes should serve as a reminder to other directors that they are entrusted as public representatives to make sure taxpayer money is wisely invested and protected.

Court clears way for Marin desal plant, but water district has no plans to pursue project

Posted:

marinij.com

The Marin Municipal Water District's desalination plant proposal has no more legal impediments, but its plan to send bay water to taps is nowhere close to reality.

This week the State Supreme Court refused to reconsider a 1st District Court of Appeal ruling in May that said the water district complied with the California Environmental Quality Act when it approved an environmental impact report for the desalination project.

"It's pretty much the end of the line," said Frank Egger of Fairfax, president of the North Coast Rivers Alliance, which joined several other parties in the lawsuit challenging the desalination project.

While the water district prevailed, its general manager said there are no immediate plans to move ahead with the project, which would take San Rafael Bay water and subject it to various forms of treatment to produce drinkable water through reverse osmosis technology.

"It is on the back burner, there are no current plans to move forward," said Krishna Kumar. "But it is gratifying to know that the court agreed we followed the law and met all CEQA requirements."

A 5-million-gallon-per-day desalination plant, expandable to 15 million gallons per day, was the option selected by the board in August 2009.

But in 2010 the water district's Board of Directors decided to halt further work on the \$115 million project because water demand had declined. That trend has continued, and officials point to weather conditions, the economy and water conservation as the reasons.

In November 2010, district voters approved a ballot measure that requires a vote of residents to construct a desalination plant.

Egger's group said the water district's plan did not take into account the impact on marine life, an opinion that Marin Superior Court Judge Lynn Duryee agreed with in a August 2011 ruling. She concluded the water district failed to comply with the California Environmental Quality Act when it approved an environmental impact report for the desalination project.

But in its May ruling, the appeals court disagreed: "Having considered this record, we conclude that the EIR's description of the environmental setting was more than adequate."

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