



**NORTH MARIN WATER DISTRICT**  
**AGENDA - REGULAR MEETING**  
 October 1, 2013 – 7:30 p.m.  
 District Headquarters  
 999 Rush Creek Place  
 Novato, California

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

Est. Time	Item	Subject
7:30 p.m.	<b>CALL TO ORDER</b>	
	1.	<b>APPROVE MINUTES FROM REGULAR MEETING</b> , September 17, 2013
	2.	<b>GENERAL MANAGER'S REPORT</b>
	3.	<b>OPEN TIME: (Please observe a three-minute time limit)</b>  This section of the agenda is provided so that the public may express comments on any issues not listed on the agenda that are of interest to the public and within the jurisdiction of the North Marin Water District. When comments are made about matters not on the agenda, Board members can ask questions for clarification, respond to statements or questions from members of the public, refer a matter to staff, or direct staff to place a matter of business on a future agenda. The public may also express comments on agenda items at the time of Board consideration.
	4.	<b>STAFF/DIRECTORS REPORTS</b>
	<b>CONSENT CALENDAR</b>  The General Manager has reviewed the following items. To his knowledge, there is no opposition to the action. The items can be acted on in one consolidated motion as recommended or may be removed from the Consent Calendar and separately considered at the request of any person.	
	5.	<b>Consent Approve:</b> Salary Schedule Revision
	<b>ACTION CALENDAR</b>	
	6.	<b>Consider:</b> Duplicate Medical Appeal A. Staff B. Employee Association
	7.	<b>Approve:</b> Atherton Tank Recoat/Mixing System – Approve Filing of Notice of Exemption
8:00 p.m.	<b>INFORMATION ITEMS</b>	
	8.	City of Novato Request to Consider Reduction in Fees for New Accessory Dwelling Units
	9.	Recycled Water Expansion North Service Area – Close Out Summary
	10.	North Bay Watershed Association – October 4, 2013
	11.	<b>MISCELLANEOUS</b> Disbursements Marin County Invitation to Provide Debt Information

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)

<b>Est. Time</b>	<b>Item</b>	<b>Subject</b>
		<u>News Articles:</u> Bill would create California quake warning system City Urges Water Conservation Letter to Editor – North Marin Water District Weather forecasting a key concern for Sonoma County Water Agency
	12.	<b><i>CLOSED SESSION:</i></b> Conference with Real Property Negotiator (Chris DeGabriele & David Bentley) regarding 15 Gustafson Ct, Novato, CA (Government Code Section 54956.8)
	13.	<b><i>CLOSED SESSION:</i></b> Conference with Real Property Negotiator (Chris DeGabriele & David Bentley) regarding 42 Spinosa, Novato, CA (Government Code Section 54956.8)
8:30 p.m.	14.	<b><i>ADJOURNMENT</i></b>

1

1 **DRAFT**  
2 **NORTH MARIN WATER DISTRICT**  
3 **MINUTES OF REGULAR MEETING**  
4 **OF THE BOARD OF DIRECTORS**  
5 September 17, 2013

6 **CALL TO ORDER**

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

12 Craig Pyle, Harris & Associates, District employees Carmela Chandrasekera (Associate  
13 Engineer), Dianne Landeros (HR/Accounting Supervisor), Nancy Williamson (Sr. Accountant),  
14 Stacie Goodpaster (Sr. Chemist), Robert Clark (Operations/Maintenance Superintendent) and Doug  
15 Moore (Construction/Maintenance Superintendent) were in the audience.

16 **MINUTES**

17 On motion of Director Schoonover seconded by Director Baker and unanimously carried by  
18 those present, the Board approved the minutes from the previous meeting as presented by the  
19 following vote:

20 AYES: Director Baker, Petterle, Rodoni and Schoonover

21 NOES: None

22 ABSTAIN: None

23 ABSENT: President Fraites

24 **GENERAL MANAGER'S REPORT**

25 **Hostile Customer**

26 Mr. DeGabriele informed the Board that in early August the front office received a  
27 threatening call from a customer. He stated that the office staff did everything appropriately with  
28 locking the door, calling the police and having a police escort to turn the water back on. He noted  
29 that Robert Clark requested counsel from Novato Police Department who conducted a Violence in  
30 the Workplace training on September 5<sup>th</sup>.

1 Recycled Water Subcommittee Meeting

2 Mr. DeGabriele informed the Board that Novato Sanitary District has requested a meeting  
3 with the Recycled Water Subcommittee which consists of Directors Baker and Schoonover, Drew  
4 McIntyre and himself on September 24<sup>th</sup>.

5 Auxiliary Dwelling Units

6 Mr. DeGabriele stated that last Friday the District received a letter from the Novato Mayor  
7 formally encouraging a reduction in auxiliary dwelling units. He noted that he would put the letter on  
8 a later agenda to receive direction from the Board.

9 General Manager Vacation

10 Mr. DeGabriele advised the Board that he will be out of the office and state next  
11 Wednesday, September 25<sup>th</sup> through September 30<sup>th</sup> and that David Bentley would be the acting  
12 General Manager during that time.

13 **OPEN TIME**

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

16 **STAFF / DIRECTORS' REPORTS**

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

19 Dam Inspection

20 Drew McIntyre informed the Board that the District had the annual Dam Inspection by the  
21 Division of Safety of Dams Inspector. He noted that at the end of the inspection a report is provided.  
22 He stated that the inspector was very pleased with the dam and Mr. McIntyre gave kudos to the  
23 maintenance and construction crew for keeping the area clean and all of the operating valves  
24 labeled, along with the concrete apron repair.

25 Gas Line Break

26 Doug Moore advised the Board that last week the District received bad press in the paper  
27 regarding a gas line break caused by one of the construction crews. He stated that the crew was  
28 working on DeLong Ave installing a pipeline and hit a gas line that ruptured. He stated that it was an  
29 unmarked line that PG&E failed to identify.

1 Mr. DeGabriele stated that he did notify the reporter and Novato Fire Protection issued a  
2 press release notifying that the gas line was not properly marked.

3 15 Gustafson Court

4 David Bentley advised the Board that an auction date has been scheduled for October 3<sup>rd</sup> for  
5 15 Gustafson for the 2<sup>nd</sup> deed of trust.

6 Cost of Living Increase

7 David Bentley shared with the Board a memo distributed to employees regarding the annual  
8 cost of living increase, stating that employees would receive a 3.36% increase effective October 1<sup>st</sup>.

9 North Bay Watershed Association Meeting

10 Director Baker informed the Board that he attended the North Bay Watershed Association  
11 meeting two weeks ago and saw a phenomenal presentation on the Bay Delta.

12 **MONTHLY PROGRESS REPORTS**

13 Mr. DeGabriele provided the Board with the Monthly Progress Report for August. He stated  
14 that water production in Novato and West Marin is down slightly from one year ago and that water  
15 production at Stafford Treatment Plant is right on the mark compared to August one year ago and  
16 up considerably year to date. He noted that the Recycled Water production is also up considerably  
17 year to date as a result of the Recycled Water Expansion Project. Mr. DeGabriele informed the  
18 Board that in Oceana Marin the pond levels are in good shape. He stated that the District has lost  
19 days due to a field service representative's injury requiring surgery. He informed the Board that eight  
20 polybutylene services had been replaced and that the Summary of Complaints and Service Orders  
21 were up 5% due to 35 taste and odor complaints. Mr. DeGabriele informed the Board that the  
22 treatment plant had been shut down and since that time, the granular activated carbon has been  
23 replaced and the algae bloom has subsided.

24 David Bentley provided the Board with the Monthly Report of Investments and stated that at  
25 the end of August the cash balance was \$14.9M. He noted that the District is finally receiving money  
26 from the state and grant loan funds. He stated that the weighted average Portfolio rate was 0.34%.

27 **CONSENT CALENDAR**

28 On the motion of Director Petterle seconded by Director Schoonover and unanimously  
29 carried by those present, the board approved the following item on the consent calendar by the  
30 following vote:

31 AYES: Director Baker, Petterle, Rodoni and Schoonover

1 NOES: None  
2 ABSTAIN: None  
3 ABSENT: President Fraites

4 **CALPERS RESOLUTION TO REDUCE DISTRICT CONTRIBUTION**

5 On December 28, 2012, the NMWD Employee Association approved a labor agreement with  
6 the District. Section 12 of the Memorandum of Understanding provides that effective October 1,  
7 2013 and each subsequent October 1 through the year 2016, employees will contribute an  
8 additional 1.6% of their salary toward the retirement benefits, until employees are paying a total of  
9 8% toward the cost of CalPERS retirement benefits.

10 The CalPERS resolution to changes the District paid employee contribution to 4.8%.

11 The Board authorized Vice President Rodoni to execute Resolution 13-13 entitled:  
12 "Resolution of the Board of Directors of North Marin Water District Resolution For Employer Paid  
13 Member Contributions.

14 **ACTION CALENDAR**

15 **GHD CONTRACT AMENDMENT**

16 Drew McIntyre reminded the Board of the amendments made on the agreement with GHD  
17 (formerly Winzler & Kelly) regarding the District's Aqueduct Energy Efficiency Project (AEEP) in the  
18 past. He stated an additional \$70,000 is needed for ongoing support services related to the AEEP  
19 and Caltrans' Marin Sonoma Narrows Project. Mr. McIntyre stated that the ongoing services would  
20 include assisting with the environmental peer review and oversight during the construction phase of  
21 the project.

22 On motion of Director Schoonover, seconded by Director Baker and unanimously carried by  
23 those present, the Board authorized the General Manager to execute Amendment No. 4 to increase  
24 GHD's fee by \$70,000 for ongoing support services related to the District's Aqueduct Energy  
25 Efficiency Project and Caltrans' Marin Sonoma Narrows Project by the following vote:

26 AYES: Director Baker, Petterle, Rodoni and Schoonover

27 NOES: None

28 ABSTAIN: None

29 ABSENT: President Fraites

1 **CUSTOMER BILL LANGUAGE REVIEW**

2 David Bentley advised the Board that the District's contractor is prepared to reorder the bill  
3 stock and stated that staff requests that the Board review the Service Charge definition on the bill  
4 (Note A) and recommends maintaining the current language.

5 On motion of Director Baker, seconded by Director Petterle and unanimously carried by  
6 those present, the Board approved maintaining the current language pertaining to the Service  
7 Charge on customer bill stock by the following vote:

8 AYES: Director Baker, Petterle, Rodoni and Schoonover

9 NOES: None

10 ABSTAIN: None

11 ABSENT: President Fraites

12 **DUPLICATE MEDICAL COVERAGE –EMPLOYEE APPEAL**

13 David Bentley provided the Board with an overview of the duplicate medical coverage policy  
14 and the changes that occurred in the past. He stated that in 2005 the language of the policy  
15 indicated that employees must provide acceptable proof of alternative insurance for themselves and  
16 all dependents to use the cafeteria plan contribution for purposes other than supplemental medical  
17 insurance. Mr. Bentley reminded the Board that in 2010 staff apprised the Board that there were six  
18 employees receiving cash compensation via the District's cafeteria plan that did not qualify to  
19 receive a cash payout pursuant to District policy. He stated that the six employees appealed to the  
20 Board, requesting that the policy be revised to allow them to continue receiving the cash payout. He  
21 noted that the Board directed management to allow the cash payout to the six employees to  
22 continue until the next salary and benefit negotiations. Mr. Bentley advised the Board that when  
23 negotiations concluded it was late December 2012 and the open enrollment period had passed for  
24 employees to sign up for new coverage. He stated that two employees continued to receive a cash  
25 payout without alternative insurance coverage for all dependents. He noted that those two  
26 employees appealed to the General Manager who granted an extension, allowing them to keep the  
27 cash payout for an additional year and that after that time the two employees could appeal to the  
28 Board if they so desired.

29 Vice President Rodoni asked if there was any interest during negotiations regarding this  
30 matter. Mr. Bentley stated that he advised the Employee Association that the payemtn to the two  
31 remaining employees would cease at the end of the negotiations.



1 Vice President Rodoni invited members of the audience to address the Board.

2 Dianne Landeros stated that she was extremely uncomfortable speaking to the Board  
3 regarding this matter due to her position at the District as the HR Supervisor and is not a part of the  
4 Employee Association. She stated that her entire family is not covered by the District insurance and  
5 labeled the group that this occurs to as the “hybrid” group. She stated that she feels that the “hybrid”  
6 group who receives the money neither saves, nor costs the District extra money. She provided the  
7 Board with an analysis of District Option for Health Insurance Coverage and summarized her  
8 opinion on the District’s contribution to this group of people. Mrs. Landeros presented the Board with  
9 two options to consider:

- 10 1. To allow all employees to choose the “hybrid” option best suited to their situation at  
11 minimal cost to the District.
- 12 2. To allow all employees to choose the “hybrid” option best suited to their situation,  
13 and pay the District payroll taxes with no cost or savings to the District.

14 Nancy Williamson expressed her feelings regarding the situation of the employees and that  
15 situations change and the subject of this item was never brought up in negotiations. She stated that  
16 it would be a financial hardship as the cash compensation helps offset the extra costs of the medical  
17 insurance.

18 Carmela Chandrasekera informed the Board that although she is not a part of the “hybrid”  
19 group now, she will be in the next couple of months because her husband’s job cannot cover  
20 spouses. She stated that she is a good example of how the group is constantly changing and that  
21 there is no real cost to the District to continue this “hybrid” group. Mrs. Chandrasekera stated that it  
22 was unfair to employees that there was no discussion with the Employee Association and that  
23 changing this policy will not hurt the District but the employees.

24 Stacie Goodpaster stated that most of the Employee Association was unaware of this item  
25 that was presented to the Board. She said that it was not brought to any employees attention during  
26 negotiations and that this item should be removed from the agenda and the Board should not be  
27 changing policies without consulting with the Employee Association.

28 Director Baker stated that the District was not following the policy and made  
29 accommodations for those in need but that he could not support continuing to go against the policy  
30 that was made in 2005.

1 Vice President Rodoni stated that in 2010 it was understood that no new additions would be  
2 added to the payout and that employees should have brought up this matter in the negotiations. He  
3 said that everyone knew about the issue and it is not the District's fault.

4 Director Petterle stated that he was unclear of the situation and asked if there was any  
5 discussion during negotiations. Mr. Bentley replied that it was brought up as a statement of fact that  
6 the program was going to end for those employees that did not have all dependents on an  
7 alternative plan.

8 Director Petterle stated that he was interested in seeing what other agencies are doing with  
9 health insurance.

10 Director Schoonover suggested that the Board table this item for the next meeting and to  
11 receive more information on the matter.

12 Mr. DeGabriele stated that other agencies will be different and might cover some employees,  
13 all employees or not have a buyback program at all. He stated that this policy was made as an  
14 incentive to employees to find coverage outside of the District and to help save the District money.

15 Vice President Rodoni stated that he would like more information on the matter and also  
16 reiterated that no new employees may be added to this policy.

17 Robert Clark stated that he highly disagreed with Vice President Rodoni's statement about  
18 not adding new employees to the policy and that this item needs to be discussed with the Employee  
19 Association.

20 David Bentley stated that he would be happy to bring back the issue at a later date but that  
21 open enrollment ends October 11<sup>th</sup> so the decision would need to be made soon.

22 Vice President Rodoni stated that the Board will have the issue resolved before the end of  
23 open enrollment at the next meeting or call a special meeting for it.

24 **INFORMATION ITEMS**

25 **HIRING OF TWO TEMPORARY EMPLOYEES**

26 Doug Moore informed the Board about the procedures taken to hire two new temporary  
27 laborers. He stated that he and foremen Joe Corda and Tony Arendell put together a system to  
28 interview the applicants. He advised the Board that the job was posted on the District website and  
29 Craigslist. He noted that they received 25 applicants and interviewed 14. Mr. Moore stated that after  
30 the first interview nine applicants were called back for a skills test which consisted of jack  
31 hammering, digging a trench, a driving skills test and other means to help figure out their physical

1 capabilities on a job site. Mr. Moore advised the Board that they hired two temporary laborers,  
2 Shawn Kane and Forrest Krupin.

3 **PRESENTATION ON SUNSET PARKWAY MAIN REPLACEMENT**

4 Doug Moore provided the Board with an overview of the Sunset Parkway 12" cast-iron  
5 pipeline replacement with a PowerPoint presentation.

6 **MSN B1 (AEEP REACH E) – PROGRESS REPORT NO. 2 (HARRIS & ASSOCIATES)**

7 Craig Pyle, pipeline inspector with Harris & Associates, provided an update on the Aqueduct  
8 Energy Efficiency project 42" aqueduct installation. He informed the Board of several delays  
9 including: Delay #1 areuse due to a killdeer bird guarding her eggs at Deer Creek crossing causing  
10 the contractor to defer work for about 4 weeks; Delay #2 was caused by swallows nesting in the  
11 cattle crossing by the jack hammering point and the biologist thought it was too much noise so the  
12 workers were limited to working for an hour, then shut down for 15 minutes, and then start the work  
13 again; Delay #3 occurred when lowering the 42-inch line valve at the cattle crossing because the  
14 contractor did not get all of the submittals in on time; and Delay #4 was that the alignment of the  
15 pipeline had to be moved due to not enough room for excavation.

16 Drew McIntyre informed the Board that when the pipe gets backfilled, Craig goes inside the  
17 pipe to monitor it and inspect the entire pipe. Craig stated that he has inspected about 8,900 feet.

18 Director Baker asked what he is looking for. Craig replied that he is looking for deflections  
19 and cracks.

20 Director Rodoni asked if there would be extra costs with the delays shown. Craig stated that  
21 the extra costs would be minimal.

22 **COMMENTS ON THE DRAFT ENVIRONMENTAL IMPACT REPORT FOR THE CITY OF**  
23 **NOVATO HOUSING ELEMENT UPDATE AUGUST 2013**

24 Mr. DeGabriele informed the Board that he reviewed the City of Novato's Housing Element  
25 Update and draft environmental impact report and only had one comment and provided the Board  
26 with his response to the report.

27 **TAC MEETING – SEPTEMBER 9, 2013**

28 Mr. DeGabriele stated that the Technical Advisory Committee meeting was brief but the TAC  
29 did approve sending the comments on the fluoridation preliminary design report to the Sonoma  
30 County Health Services. He stated that Lake Mendocino still remains above critical storage level and

1 it does not look that water contractors will have to call for conservation above what is already being  
2 done.

3 **MISCELLANEOUS**

4 The Board received the following miscellaneous information: Disbursements, Water  
5 Research Foundation Letter, and Press Release – Change of Guard at Marin LAFCO.

6 The Board also received the following news articles: First Chinook salmon of year returns to  
7 Russian River, Brown on the North Redwood Corridor, Russian River Coho Salmon Monitoring  
8 Program: Landowner Recognition, Novato gas line break forces downtown street closure, Locals  
9 save historic Olema butcher shop, Olema fire quickly stamped out, Bear Republic Brewing Co.,  
10 Cloverdale strike deal to boost city’s water supply, Discovery of young coho salmon in Russian River  
11 tributary heralded, Editorial: Ross Valley’s problem a lesson to other district boards, and Court clears  
12 way for Marin desal plant, but water district has no plans to pursue project.

13 **ADJOURNMENT**

14 Vice President Rodoni adjourned the meeting at 9:20 p.m.

15 Submitted by

16  
17

18 Katie Young  
19 District Secretary  
20

2

3

**4**

**5**



## MEMORANDUM

To: Board of Directors  
 From: David L. Bentley, Auditor-Controller  
 Subj: Salary Schedule Revision  
t:\aclword\personnel\board approve effective 100113.docx

September 27, 2013

**RECOMMENDED ACTION: Approve**

**FINANCIAL IMPACT: 3.36% Salary Increase**  
**1.75% (\$117,000) Labor Cost Increase**

The San Francisco Bay Area All Urban Consumers Price Index (CPI-U) increased 2.03% over the twelve months ending August 31, 2013. In accordance with the Memorandum of Understanding with the North Marin Water District Employee Association (MOU), effective each October 1 through 2017, as approved by the Board on December 18, 2012, employees will receive a cost of living adjustment equal to the percentage change in the CPI-U, less 0.3% as a salary survey adjustment offset. In addition, effective each October 1 through 2016, employees will receive a 1.6% salary increase as an offset to the additional 1.6% employees will contribute toward the cost of CalPERS retirement benefits each October 1. The total salary increase effective October 1, 2013, is 3.36%<sup>1</sup>.

Title 2 of the California Code of Regulations, section 570.5, requires that the pay schedule of every CalPERS agency be approved and adopted by the agency's governing body pursuant to public meeting laws. The District's Salary Schedule, revised per the MOU, is attached for your review and approval.

Salaries for unrepresented employees, which include the Auditor-Controller, Chief Engineer, District Secretary, and Accounting/HR Supervisor, but excluding the General Manager, are also proposed to be increased consistent with the terms of the Employee Association MOU by the same 3.36% rate, consistent with the action of the Board on December 18, 2012, and said increases are incorporated in the attached salary schedule.

The 1.6% CalPERS retirement contribution shifted from the District to employees serves to offset the 3.36% salary increase, thereby rendering a total labor cost increase of 1.75%.<sup>2</sup>

**RECOMMENDATION:**

Approve the District Salary Schedule for salaries to be effective October 1, 2013.

<sup>1</sup> SF Bay Area All Urban Consumers Index at 8/31/13 = 246.072; at 8/31/12 = 241.170 (246.072 / 241.170 = 2.03%).  
 (246.072 / 241.170 - 0.003) x 1.016 = 1.0336 - 1 = 3.36%

<sup>2</sup> Salary increase of \$130,000 offset by a net \$13,000 decrease in benefit cost divided by \$6.7M labor cost = 1.75%.

Approved by GM LD

Date 9/24/2013

**NORTH MARIN WATER DISTRICT**

h:\excell\personnel\salary schedule\salary sched 14.xlsx\sal sched

**Employee Monthly Salary Ranges and Job Classifications**

Revised 9/17/2013

Effective October 1, 2013

---

JOB CLASSIFICATION	Beg	6 Mo	18 Mo	24 Mo	Merit
<b><u>ADMINISTRATION DEPARTMENT</u></b>					
Receptionist/Cashier	3,648	3,830	4,021	4,222	4,433
Account/Credit Clerk II	4,227	4,438	4,660	4,893	5,138
Accounting Clerk II	4,227	4,438	4,660	4,893	5,138
Field Service Representative	4,258	4,471	4,695	4,930	5,176
Storekeeper/Safety Coordinator	4,678	4,912	5,158	5,416	5,687
Consumer Services Supervisor	5,973	6,272	6,586	6,915	7,261
Senior Accountant	6,238	6,550	6,877	7,221	7,582
District Secretary	6,309	6,624	6,955	7,303	7,668
Accounting/HR Supervisor	7,374	7,743	8,130	8,537	8,964
Auditor-Controller	9,839	10,331	10,848	11,390	11,959
<b><u>CONSTRUCTION / MAINTENANCE DEPARTMENT</u></b>					
Laborer	3,579	3,758	3,946	4,143	4,350
Pipe Worker Assistant	4,069	4,272	4,486	4,710	4,945
Pipe Worker	4,713	4,949	5,196	5,456	5,729
Heavy Equipment Operator	4,796	5,036	5,288	5,552	5,830
Maintenance Foreman	5,610	5,890	6,184	6,493	6,818
Pipeline Foreman	5,610	5,890	6,184	6,493	6,818
Construction/Maintenance Superintendent	7,901	8,296	8,711	9,147	9,604
<b><u>ENGINEERING DEPARTMENT</u></b>					
Engineering Secretary	4,401	4,621	4,852	5,095	5,350
Engineering Services Rep	4,815	5,056	5,309	5,574	5,853
Engineering Technician III	5,123	5,379	5,648	5,930	6,226
Engineering Technician IV	5,730	6,017	6,318	6,634	6,966
Water Conservation Coordinator	7,239	7,601	7,981	8,380	8,799
Associate Civil Engineer	7,690	8,075	8,479	8,903	9,348
Chief Engineer	9,907	10,402	10,922	11,468	12,041

**NORTH MARIN WATER DISTRICT**  
**Employee Monthly Salary Ranges and Job Classifications**  
**Effective October 1, 2013**

h:\excel\personnel\salary schedule\salary sched 14.xlsx\sal sched

Revised 9/17/2013

JOB CLASSIFICATION	Beg	6 Mo	18 Mo	24 Mo	Merit
<b><u>OPERATIONS / MAINTENANCE DEPARTMENT</u></b>					
Laboratory Technician	3,798	3,988	4,187	4,396	4,616
Building & Grounds Maintenance Tech I	4,144	4,351	4,569	4,797	5,037
Cross Connection Control Tech I	4,144	4,351	4,569	4,797	5,037
Assistant Water Distrib & TP Operator	4,321	4,537	4,764	5,002	5,252
Auto/Equipment Mechanic	4,713	4,949	5,196	5,456	5,729
Technical Assistant II	4,881	5,125	5,381	5,650	5,932
Electrical/Mechanical Technician	5,177	5,436	5,708	5,993	6,293
Treatment Plant Operator	5,376	5,645	5,927	6,223	6,534
Water Distrib & TP Operator	5,376	5,645	5,927	6,223	6,534
Sr. Electrical/Mechanical Tech	5,610	5,890	6,184	6,493	6,818
Senior Treatment Plant Operator	5,780	6,069	6,372	6,691	7,026
Chemist II	5,985	6,284	6,598	6,928	7,274
Senior Chemist	6,581	6,910	7,256	7,619	8,000
Maintenance Supervisor	6,672	7,006	7,356	7,724	8,110
Distrib & Treatment Plant Supervisor	7,239	7,601	7,981	8,380	8,799
Water Quality Supervisor	7,484	7,858	8,251	8,664	9,097
Operations/Maintenance Superintendent	8,580	9,009	9,459	9,932	10,429

6

## MEMORANDUM

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

September 27, 2013

**RECOMMENDED ACTION:** Confirm Board Decision of August 3, 2010

**FINANCIAL IMPACT:** \$9,434 Annual Cost to the District<sup>1</sup>

At the last meeting the Board heard from two employees receiving a cash payout from the cafeteria plan that do not qualify under the policy, as they have not procured alternative medical coverage for themselves and all dependents. 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 Board moved to table the item and requested information about other agency's policies in dealing with this subject. A survey of the District's ten comparison agencies previously used for salary/benefit surveys was conducted, and the results are attached. It shows that two of the comparison agencies do not share savings, five require the employee and all dependents to have alternative medical coverage in order to share savings, and three share savings when some, but not all, family members are off the respective agency medical plan.

The current District policy was adopted in 2005 as part of a negotiated, comprehensive agreement with employees. Employees received an 8% across-the-board salary increase, five 5% spot adjustments, and an enhanced retirement plan (2.5% at 55). In exchange, employees agreed to implementation of a cafeteria plan that capped retiree medical expense and also allowed employees with alternative medical coverage for themselves and all dependents a larger share of the savings.<sup>2</sup> The policy prior to the cafeteria plan had been a 50/50 savings split, without the requirement that the employee and all dependents be off the plan. The language on the ballot, voted on by all employees and approved by a large majority, explicitly stated: "Employees must provide acceptable proof of alternative medical insurance for themselves and all dependents." The intent of the policy language is to encourage employees who have access to alternative medical coverage to move their entire family off the District

<sup>1</sup> Amount shown is the cash amount paid to the two employees, and excludes the additional 8.8% payroll tax paid by the District on the cash payout. The amount would increase in 2014 when medical premiums increase.

<sup>2</sup> Employees now receive 79% of the savings, which amount will increase to 81% in 2014 when medical premiums increase.

sponsored medical plan. Currently nine employees have their entire family off the District's plan and receive this incentive payment.

Although the annual cost to the District is not great, no savings accrue to the District with the two employees now receiving a cash payout outside of the policy. The two employees are receiving 100% of the savings.

District labor-law attorney Joe Wiley advised that the Board cannot unilaterally revise the policy. He said there are three options: 1) Reopen the MOU to renegotiate the policy; 2) Simply grandfather the two existing employees, but not new employees; and, 3) Stick to the policy as written. Wiley advised that reopening the MOU is risky in that we don't know where it could go - there is no guarantee the we could come to agreement. Grandfathering the two existing employees leaves open the possibility of another employee claiming inequitable treatment, forcing the District to defend allowing two employees to participate but excluding others. Wiley recommended sticking to the policy as written as the least risky course of action for 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.

**Medical Coverage Policy - Cash Payout to Employees with Alternate Coverage**  
Survey of Comparison Agencies Used in Salary Benefit Survey

September 23, 2013

t:\acl\word\personnel\health\dup medical survey.docx

**No Shared Savings**

Santa Rosa

Sonoma County

**Shared if All Off Plan**

City of Napa (\$500/mo)

NSD (\$350/mo)

EBMUD (\$150/mo)

MMWD (\$100/mo)

Vallejo (\$44.50/mo)

**NMWD (up to \$1,170/mo)<sup>4</sup>**

**Shared if Some Family Members Off Plan**

Petaluma (up to \$869/mo)<sup>1</sup>

CCWD (up to \$713/mo)<sup>2</sup>

Marin County (up to \$217/mo)<sup>3</sup>

---


<sup>1</sup> Petaluma offers 50% of savings.

<sup>2</sup> CCWD offers 2/3 of savings in excess of the single coverage premium.

<sup>3</sup> Marin County contributes \$951/mo to the Cafeteria plan for employees with alternate medical coverage. Employee may take up to \$100/bi-weekly in cash from money remaining in the cafeteria plan after paying for their dental, vision and life insurance, which are required.

<sup>4</sup> NMWD offers 85% of the premium amount less \$308/month.

## MEMORANDUM

To: Board of Directors  
From: NMWD Employee Association   
Subj: Duplicate Medical Coverage Benefit Appeal  
x:\o&m tech\draft dmc.doc

September 27, 2013

**RECOMMENDED ACTION: Change District's Policy to Represent Historical Benefit Practice**  
**FINANCIAL IMPACT: \$139-\$3,278 Annual Employee Benefit**

During the Fall 2012 Salary & Benefit negotiations with the Employee Association (EA), District negotiators chose not to bring to the table the Duplicate Medical Coverage (DMC) benefit. The EA was not made aware of staff's desire to present the DMC item in the September 17, 2013 Board agenda package until a few days prior to the meeting, and thus, did not have ample time to prepare for the presentation. The EA and affected employees met with the General Manager on September 17, 2013, to request a postponement but were denied. The EA, therefore, was unable to inform the members of the importance of this item in a timely fashion, and key EA leadership members were unable to attend the BOD meeting as well.

First, the EA would like to thank the Board of Directors for holding over any decision on the DMC benefit item. The EA and currently-affected employees have discussed the need to maintain this benefit for those employees who find themselves in need of the hybrid coverage benefit. Therefore, the EA would like to propose that the Memorandum of Understanding, as well as the District's policy, be changed to represent the practice – *as staff was directed to do by the Board in 2010* – and allow the continuation of the hybrid DMC cafeteria plan payments to those employees that from time to time find themselves in need of this plan coverage.

Over the past eight years, the cafeteria plan benefit has been shared by all District employees, including up to six employees on the hybrid plan. In the past two years, as family situations have changed, four of these employees have been able to transfer their entire families to either to the District's medical coverage or their spouse's medical coverage, leaving only two employees needing to participate in the hybrid plan.

The annual benefit to the employees during this eight-year period has averaged \$1,882, with a minimum of \$892 for the two remaining employees and a maximum of \$3,278 for the six that had been on the plan at any one time.

**RECOMMENDED ACTION:** Allow all qualified employees (as described in Option #3 as voted on at the August 3, 2010 Board meeting) to continue to receive historical hybrid DMC benefits and request that at the 2016 EA negotiations, staff and the EA negotiate changes to this policy to represent practice.



**7**

## MEMORANDUM

To: Board of Directors  
From: Drew McIntyre, Chief Engineer   
Carmela Chandrasekera, Associate Engineer   
Subject: Atherton Tank Recoat/Mixing System – Approve Filing of Notice of Exemption  
R:\Folders by Job No\6000 jobs\6201.21\6201.21 BOD MEMO re filing Notice of Exemption.doc

September 27, 2013

**RECOMMENDED ACTION:** Board approve filing of attached Notice of Exemption.

**FINANCIAL IMPACT:** None. Information only

### Background

One of the District's budgeted FY13-14 and FY14-15 Capital Improvement Projects is the above referenced tank rehabilitation project (see photos in Attachment A). The purpose of this project is to recoat the interior and exterior of the tank (the existing coating is approximately 40 years old and may require lead abatement for the exterior coating), install a new mixing system and perform miscellaneous repairs as necessary to maintain the structural integrity of the tank. The project is scheduled to be completed over a two fiscal year period with the initial task encompassing installation of temporary storage tanks to allow isolation of the five million gallon Atherton Tank from the Zone 1 water service system.

### Purpose

The purpose of this memo is to receive Board authorization to file the attached California Environmental Quality Act (CEQA) Notice of Exemption for construction of said project.

### CEQA Analysis

Staff has reviewed the project to determine the level of environmental review required per CEQA. Because of the small size of the project Staff determined that the project is categorically exempt from CEQA. The specific categorical exemption is Article 19, Section 15302 – Existing Facilities (California Code of Regulations, Title XIV, Chapter 3). This Class 1 categorical exemption is for the repair, maintenance and minor alterations of existing public facilities involving negligible or no expansion of use beyond that existing at the time of the lead agency's determination. Although the project is exempt and does not require any further environmental action staff recommends that the District file a Notice of Exemption at this time. The Notice of Exemption is provided as Attachment B.

### RECOMMENDATION

Board approve filing of attached Notice of Exemption.



ATTACHMENT A



NO.	DATE	REVISION	BY	APP.
<b>NORTH MARIN WATER DISTRICT</b> NOVATO, CALIFORNIA				
<b>ATHERTON TANK</b> <b>SITE PLAN</b>				
DES	DR	CH	SCALE	:
DM	AC		DATE	: 9/25/13
APPROVED: CHIEF ENGINEER			SHEET NO.	: 1 OF 1 SHEETS
R.E. C40936			SERV	ARE

**Notice of Exemption**

Form D

To: Office of Planning and Research  
P.O. Box 3044, Room 212  
Sacramento, CA 95812-3044

From: (Public Agency) North Marin Water District  
P.O. Box 146  
Novato, CA 94948

(Address)

County Clerk  
County of Marin  
3501 Civic Center Drive, Room #247  
San Rafael, CA 94903

Project Title: Atherton Tank Recoat/Mixing System

Project Location - Specific:

The project location is shown on Figure 1 (see attached).

Project Location – City: Novato Project Location – County: Marin

Description of Nature, Purpose and Beneficiaries of Project:

The project consists of recoating the interior and exterior of the tank, install a new mixing system and performing miscellaneous repairs as necessary to maintain the structural integrity of the tank.

Name of Public Agency Approving Project: North Marin Water District

Name of Person or Agency Carrying Out Project: North Marin Water District

Exempt Status: (check one)

- Ministerial (Sec. 21080(b)(1); 15268);
- Declared Emergency (Sec. 21080(b)(3); 15269(a));
- Emergency Project (Sec. 21080(b)(4); 15269(b)(c));
- Categorical Exemption. State type and section number: Article 19, Section 15302 - Existing Facilities
- Statutory Exemptions. State code number: \_\_\_\_\_

Reasons why project is exempt:

Work performed is for the repair, maintenance and minor alterations of existing public facilities involving negligible or no expansion or use beyond that existing at the time of the lead agency's determination.

Lead Agency  
Contact Person: Drew McIntyre, P.E. Area Code/Telephone/Extension: 415-897-4133, x 8510

If filed by applicant:

1. Attach certified document of exemption finding.
2. Has a Notice of Exemption been filed by the public agency approving the project?  Yes  No

Signature: \_\_\_\_\_ Date: \_\_\_\_\_ Title: \_\_\_\_\_

- Signed by Lead Agency Date received for filing at OPR: \_\_\_\_\_
- Signed by Applicant

Revised 2005

8

## MEMORANDUM

To: Board of Directors September 27, 2013  
From: Chris DeGabriele, General Manager *CD*  
Subject: City of Novato Request to Consider Reduction in Fees for New Accessory Dwelling Units  
t:\gm\2013 misc\adu memo 092413.doc

**Recommended Action:** Information  
**Financial Impact:** None at this time

Attachment 1 is a letter from Novato's Mayor requesting NMWD consider reduction in fees for new accessory dwelling units (ADU's). The letter states: "...one area of community consensus is to encourage the construction of new accessory dwelling units over the construction of new apartment or condominium complexes."

The Board had a discussion on auxiliary dwelling unit connection fees at the July 16, 2013 meeting. The memorandum and attached information (including minutes) from that meeting are included for your reference (Attachment 2). At that meeting, a representative from the City of Novato and two members of the public urged the Board to reduce the Facilities Reserve Charge (FRC) charge for ADU's. As noted in the July memo, the District currently has 13,425 single family homes and 197 of them are single family dwelling units with an ADU served by one meter. Another eight have separately metered ADU's. While the July memo did not recommend any change in the FRC, it did indicate that there are likely so few new ADU's that reducing the FRC to that equivalent for a mobile home will not have a significant financial impact on the District. Note that the current ADU FRC is \$11,200 the same as that charged for Apartments. Mobile Homes have a lower FRC at \$10,000.

The purpose of this Board item is to provide feedback to staff regarding a reduction in the FRC for auxiliary dwelling units. A reduction to \$10,000 would not have a financial impact on the District and would satisfy the City of Novato's request. A draft revision to Regulation 1 is included (Attachment 3), which could be brought back to a future meeting for Board action.



THE CITY OF  
**NOVATO**  
CALIFORNIA

75 Rowland Way #200  
Novato, CA 94945-3232  
415/899-8900  
FAX 415/899-8213  
[www.novato.org](http://www.novato.org)

Mayor

Pat Eklund  
Mayor Pro Tem  
Eric Lucan  
Councilmembers  
Denise Athas  
Madeline Kellner  
Jeanne MacLeamy

City Manager

Michael S. Frank

August 29, 2013

Rick Fraites, President  
North Marin Water District Board of Directors  
P.O. Box 146  
Novato, CA 94948-0146

**Re: Request to Consider Reduction in Fees for New Accessory Dwelling Units**

Dear President Fraites and Directors:

The City Council will soon be considering adoption of our new Housing Element which has been the result of almost three years of discussions with our community members. While many issues related to the provision of new affordable housing units have been controversial, one area of community consensus is to encourage the construction of new accessory dwelling units over the construction of new apartment or condominium complexes. Accessory dwelling units are perceived as having reduced community impacts due to their small size and distributed nature. In addition, the need to address our community's aging population in extended family settings is a community interest.

Accessory dwelling units are limited in size by the Novato Zoning Code to a maximum of 750 square feet, although parcels exceeding 10,000 square feet in size may propose a unit up to 1,000 square feet in size based on a sliding scale. Staff has surveyed owners of accessory dwelling units in Novato and has determined that two-thirds of such units are rented at rates affordable to very-low income households and one-third to low-income households.

Despite the public interest in encouraging the creation of new accessory dwelling units, we find few property owners interested in pursuing the remodeling or new construction associated with establishing a new unit. In discussions with potential applicants we find that the cost of permits is a major disincentive. Average city and special district fees for creation of a new 750 square foot accessory unit is approximately \$46,000. The Water District connection fee for any size accessory unit is \$11,200.

RECEIVED  
SEP 13 2013  
North Marin Water District



The City's Draft Housing Element includes a program which encourages fee reductions for accessory dwelling units. The City is responding by reducing our planning application and development impact fee by 50 percent, reducing these fees from \$15,629 to \$7,814. We understand that the District Board has had an initial discussion regarding a potential fee reduction. We encourage the Board to pursue this issue further in order to assist in promoting this citywide policy objective.

Thank you for your consideration.

Sincerely,

A handwritten signature in blue ink that reads "Pat Eklund". The signature is written in a cursive style with a large, looping initial "P".

Pat Eklund  
Mayor

## MEMORANDUM

To: Board of Directors  
From: Chris DeGabriele, General Manager *CD*  
Subject: Auxiliary Dwelling Unit Connection Fees  
t:\gm\bod misc 2013\auxiliary dwelling unit conn fee.doc

July 12, 2013

**RECOMMENDED ACTION:** Maintain Auxiliary Dwelling Unit Connection Fees at their Current Level

**FINANCIAL IMPACT:** None at this time

### Background

On October 31, 2012, Bob Brown, the City of Novato Director for Community Development, met with me to request North Marin Water District reduce fees for auxiliary dwelling units (ADU or second units) to incentivize their development. Mr. Brown provided a table of typical fees for second dwelling units in Novato and a table with comparison of fees for second dwelling units by local utility public agencies (Attachment 1). Mr. Brown advised that California allows second units to be considered affordable housing if demonstrated by survey that the rental amount charged meets affordable housing requirements. Mr. Brown also informed me that the City of Novato would not deed restrict the rental amount charge, but would consider changing the zoning regulation to limit the size of second units. In Novato, the minimum second unit dwelling size is 150 gross square feet and the maximum 750 gross square feet depending on lot size up to 10,000 square feet. In reviewing the comparison of fees, I informed Mr. Brown that the \$5,000 he references for NMWD new meter installation is physical construction and should not be included in the fee comparison and that this cost may be avoided provided the Fire Department approves both that the single family residence and a second unit can be served by common meter and no fire sprinklers are required.

### Analysis

I requested the Auditor-Controller, David Bentley to review the basis for the District's ADU connection fee. That analysis, Attachment 2, confirms that the NMWD fee charged is reasonable and appropriate and is consistent with the methodology to calculate other dwelling unit fees, which are based on water use in proportion to a single family residential unit. In Novato a single family residential dwelling unit pays a total initial charge of \$32,640 which includes a facilities reserve charge (FRC) of \$28,600, reimbursement fund charge of \$420, meter charge of \$120 and service line of \$3,500. In Novato, we have 13,425 single family homes, 197 of them are single family dwelling with an ADU served by one meter. Another eight have separately metered ADU's. Single family homes in Novato typically use 114,141 gallons

ATTACHMENT 2

per year; and those with a second unit, use an additional 44,842 gallons. The second units metered separately, use 51,612 gallons per year. Initial charges for second units in Novato total \$11,200 (FRC only) when served by a common meter, and \$15,240 when served by a separate meter. The additional charges are for reimbursement fund (\$420), meter (\$120), and service line (\$3,500).

I further requested the Auditor-Controller to review the FRC for mobile homes currently set at \$10,000/dwelling unit and less than the FRC for an ADU. He concluded that the mobile home FRC charge is appropriate, but indicated that there are likely so few new ADU's that will come forward that the \$1,200 difference in FRC between mobile homes and ADU's will not have significant financial impact on NMWD.

I investigated Mr. Brown's comparison data for Marin Municipal Water District (MMWD) and found that MMWD has a Board policy which is very complex and addresses second units by both size and whether they are attached or detached. MMWD connection fees vary for second units less than 400 square feet at \$2,346 up to \$7,036 for a second unit over 750 square feet. It's also noted that water use is calculated variably among the different sized second units and whether they are attached or detached. By comparison, the MMWD single family residential connection fee varies from \$11,728 to \$14,367 in the Marinwood area all based on projected annual demand. The connection fee per acre foot of demand is \$29,320 (one acre foot equals 325,850 gallons). The MMWD charge for a new service line and meter totals \$4,420 as compared to North Marin's \$3,620. MMWD's Board policy enables connection fees to be reduced by 50% should the second unit be deed restricted as low income for ten years. When comparing the cost of water service to the end user, assuming a 750 square foot detached second unit, a North Marin customer would pay \$388 and a MMWD customer would be \$387<sup>1</sup>.

I also looked at other agency charges for second units which are highly variable. In the City of Petaluma, no connection fees are charged for second units less than 640 square feet, just a \$150 meter charge. For units greater than 640 sq ft, the residence is considered a single family dwelling unit. In Santa Rosa, detached second units are charged a connection fee of \$2,582 and at Valley of the Moon Water District second units are charged a capacity charge of \$7,547 and a meter and service line charge of \$3,932.

In conclusion, it is my opinion that the North Marin fee is appropriate and consistent with the methodology used to calculate other dwelling unit fees (based on a proportionate ratio of water use compared to single family residential units). Other agency fees for second units are highly variable and much discounted. The MMWD fee structure is far too complex. The

difference in fees calculated for second units at MMWD is based on their connection fee for single family residential units which is much less than North Marin's.

**RECOMMENDATION:**

I don't recommend any change in the District's connection fee or initial charges at this time.

---

<sup>1</sup> NMWD: 51,612gal @ \$4.03/1,000 + \$30.00 bimonthly service charge x 6 = \$388  
MMWD: 51,612gal @ \$5.00/1,000 + \$21.53 bimonthly service charge x 6 = \$387

## **Accessory Dwelling Units**

### **Zoning Standards**

Number Allowed: Only one accessory dwelling unit per single-family lot.

Maximum Size: 750 square feet maximum plus, on lots over 10,000 square feet, 50 square feet of additional floor area may be allowed for each 2,000 square feet of lot size over 10,000 square feet up to a maximum of 1,000 square feet of floor area.

Occupancy: The owner of a parcel proposed for accessory dwelling use shall occupy as a principal residence either the primary dwelling or the accessory dwelling.

Sale Prohibited: An accessory dwelling unit shall not be sold independently of the primary dwelling on the parcel.

Deed Restriction: A deed restriction, approved by the city attorney, shall be recorded with the county recorder's office, which shall include the pertinent restrictions and limitations of an accessory dwelling unit identified in this section. Said deed restriction shall run with the land, and shall be binding upon any future owners, heirs, or assigns. A copy of the recorded deed restriction shall be filed with the Department stating that:

1. The accessory dwelling unit shall not be sold separately from the primary dwelling unit;
2. The accessory dwelling unit is restricted to the maximum size allowed per the development standards in Section 19.34.030
3. The accessory dwelling unit shall be considered legal only so long as either the primary residence, or the accessory dwelling unit, is occupied by the owner of record of the property;
4. The restrictions shall be binding upon any successor in ownership of the property and lack of compliance with any provisions of Section 19.34.030, may result in legal action against the property owner, including revocation of any right to maintain an accessory dwelling unit on the property.

### **Projected Number of Accessory Dwelling Unit Approvals**

There have been 9 accessory dwelling units approved by the City between 2007 and 2012 (about 0.75 per year). Of these approvals, only 6 have actually secured building permits (0.5 per year).

Our draft Housing Element projects the addition of 13 accessory dwelling units between 2014 and 2022 (about 1.6 per year).

### Average Size of Accessory Dwelling Units Approved

The average size of accessory dwelling units approved from 2000 to 2012 is 765 square feet. Ninety percent (90%) of the approved units were one bedroom, one bath dwellings. About two-thirds of the approved units were detached from the main dwelling.

### Fees for Accessory Dwelling Units\*

<i>Current Fees</i>		<i>Proposed Fees</i>
<b>Planning Permit Fees</b>	\$1,494	\$747
<b>Building Permit Fees</b>	\$2,163	same
<b>Development Impact Fees</b>		
City:		
Rec/Cultural Facilities	\$ 6,293	
Civic Facilities	1,128	
General Government Systems	489	
Open Space	1,361	
Drainage	773	
Streets & Intersections	3,873	
Transit Facilities	134	
Corporation Yard	84	
<b>TOTAL</b>	<b>\$14,135</b>	<b>\$7,067</b>
<b>Novato Fire Protection District</b>	\$729	
<b>Novato School District Developer Impact Fee</b>	Units less than 500 sf: \$0 Units 500+ sf: \$1,975	
<b>Sewer Service/Connection</b>	\$8,990	
<b>Water Connection/Meter</b>	\$17,200	
<b>TOTAL</b>	<b>\$44,294</b>	

\*Assumes a 750 sf detached second dwelling unit

## COMPARISON OF FEES FOR SECOND DWELLING UNITS: UTILITIES

Water Service	<i>North Marin Water District</i>	<i>Marin Municipal Water District</i>
Connection fee:	\$11,200	<u>Attached unit:</u> Less than 750sf: \$2,341 750-1,000 sf: \$2,341-\$7,022 <u>Detached unit:</u> Less than 400sf: \$2,341 401-750 sf: \$2,341-\$5,267 751-1,000 sf: \$5,267-\$7,022
New meter installation:	\$5,000 (req'd if fire sprinklers req'd*)	<u>Attached unit:</u> not required <u>Detached unit or if fire sprinklers req'd*:</u> \$4,350-\$4,420

\* Novato Fire District is agreeable to requiring fire sprinklers only for units  $\geq$  600 square feet.

MEMORANDUM

To: Chris DeGabriele, General Manager  
From: David L. Bentley, Auditor-Controller  
Subj: Auxiliary Dwelling Unit Connection Fee  
t:\aclword\frcladu fee.docx

June 14, 2013

You asked me to review the basis for the District's Facilities Reserve Charge (connection fee) for an auxiliary, or second, dwelling unit (ADU). Regulation 1 establishes the ADU FRC at \$11,200, equivalent to 39% of the \$28,600 FRC for a Novato detached single-family home.

The basis for the FRC is water demand. The billing records show that the District has 197 active single-family homes with an ADU served by a single meter, and 8 separately metered ADUs. A query of last fiscal year's (FY12) water use for single-family homes, single-family homes with an ADU served by a single meter, and separately metered ADUs, reveals the following:

FY12 Water Use

	Single-Family Home	Single-Family w/ADU	Separately Metered ADU
Mean Gallons	114,141	158,982	51,612
Count	13,425	197	8

The incremental water demand from the single-family home with an ADU over the single-family home was 44,842 gallons (158,982-114,141). This is 13% less than the 51,612 gallons observed on separately metered ADUs, however, the small number of separately metered ADUs makes that data less representative. The incremental water demand of single-family homes with an ADU (44,842 gallons) equates to 39% of the average single-family home demand, which is the same ratio as the ADU connection fee bears to the single-family home connection fee. The water demand of the separately metered ADUs equates to 45% of the average single-family home demand.

My conclusion is that the ADU connection fee charge, set at 39% of the single-family home fee, is reasonable and appropriate.



Director Rodoni asked if the actual errors in the water supply write up include in the County's plan were corrected. Mr. DeGabriele stated that updated information has been provided to the County on two occasions and that he believes they are now corrected.

Director Rodoni asked if the 50ft wetland buffer would help the District. Mr. DeGabriele said it would help.

On motion of Director Baker, seconded by Director Petterle and unanimously carried, the Board authorized staff to send a letter of support to the County of Marin on the Local Coastal Program Amendment, including a request for flexibility in establishing a wetland buffer.

### **INFORMATION ITEMS**

#### **BOARD REVIEW OF DISTRICT POLICIES #13 – BOARD OF DIRECTORS COMPENSTATION AND PROCEDURES**

Mr. DeGabriele stated that at the June 25th meeting, the Board reviewed District policy #13 – Board of Directors Compensation and Procedure. He stated that the Board of Directors requested additional information surveyed from other public agencies in the Bay Area regarding director compensation. Mr. DeGabriele advised the Board once they are in agreement regarding an increase in compensation for attendance at meetings staff will propose a further revision to the policy and recommend a public hearing to consider an ordinance enacting a revised policy.

Director Petterle suggested that a time be set to revisit this policy. Director Baker stated that he would like to think about the changes. Mr. DeGabriele suggested that the Board revisit this topic at the next Board of Directors workshop likely in January 2014.

#### **AUXILIARY DWELLING UNIT CONNECTION FEES**

Mr. DeGabriele stated that in October 2012, Bob Brown, City of Novato Director for Community Development, requested the District to reduce fees for auxiliary dwelling units to incentivize their development. He informed the Board that he asked David Bentley to review the basis for the Districts auxiliary dwelling unit connection fee. He noted that the analysis shows that the fee charge is reasonable and consistent with other dwelling units based on the water used in a typical single family dwelling unit. Mr. DeGabriele stated that in Novato, the District has 13,425 single family dwelling units, 197 of them are single family dwelling with an auxiliary dwelling unit. He noted that a single family home in Novato typically uses 114,141 gallons per year and those with a second unit, use an additional 44,842 gallons. He stated that the second units metered separately, use 51,612 gallons per year. Mr. DeGabriele reminded the Board that currently the District charges \$11,200 as a facility reserve charge for second units and \$15,240 when served by a separate meter. Mr. DeGabriele concluded that after reviewing the analysis, he feels it is reasonable.

Bob Brown from the City of Novato and two members of the public, Laura Levine and Marc Laberdet urged the Board to reduce the FRC charge. Mr. Brown provided the Board with a table of typical fees for second dwelling units in Novato and a table with comparison of fees for second dwelling units charged by Marin Municipal Water District. Mr. Brown informed the Board that California allows second units to be considered affordable housing if demonstrated by survey that the rental amount charged meets affordable housing requirements. .

Director Petterle stated that he supports affordable housing but is conflicted on reducing the District fees because the money to construct facilities to serve new development has to come from somewhere. Director Rodoni suggested looking at data in the future to determine if the District is charging a fair rate and to get more current information of actual water use. Director Schoonover agreed with Director Rodoni and stated that the District needs to be careful because the subject is so complex. Director Baker stated that providing second units will be helpful for low income housing but the District would need to learn more about them before changing the connection fees.

#### **LEVERONI CREEK BANK MONITORING REPORT**

Drew McIntyre provided the Board with an overview of the Leveroni Creek Bank repair project. He stated that the Board was apprised of the project close out at the March 19<sup>th</sup> meeting. He informed the Board that per permit conditions, San Francisco Bay Regional Water Quality Control Board and California Department of Fish and Wildlife require post construction annual monitoring reports for first, 3<sup>rd</sup> and 5<sup>th</sup> years. He stated that the first of the monitoring reports was submitted to the Regional Water Control Board on June 27, 2013 and it was concluded in the report that all elements of the stream bank repair and habitat improvement project are functioning and that the planted vegetation will continue to mature and provide additional bank stability and riparian habitat. Mr. McIntyre informed the Board that the next report is due at the end of December 2013.

#### **RESIDENTIAL CONSUMPTION & TIER-RATE STATUS REPORT**

David Bentley provided the Board with an update on the residential consumption and tier rate status. He stated that for the typical single family residential customer, consumption is 107,600 gallons, up 500 gallons from a year ago. He stated that the Conservation Incentive Rate (CIR) has been effective in reducing consumption by 70% in that tier since implementation. Mr. Bentley advised the Board that since implementation of the Conservation Incentive Tier Rate (CITR) demand has fallen 24% in that tier making both the CIR and CITR effective tools in reducing water demand among high-use residential customers. Mr. Bentley advised the Board that the analysis shows that currently 75% of customers never cross the tier rate threshold whereas, prior to enactment of the tier rates, 63% of those customers were below the tier rate threshold.

**DRAFT**  
**NORTH MARIN WATER DISTRICT**  
**REGULATION 1**  
**NEW SERVICE CONNECTIONS**

a. Application for Service and Processing

Application for service must be made to the District in writing on the District's form by the property owner or his/her authorized agent. Applications must be supported by data as required by the District, such as a map and/or legal description of the property to be served, a description or plan showing intended water fixtures, a plan showing lawn and garden areas and an estimate of amount of water to be used. The size of the meter and service connection will be determined by the District.

Applications requiring a single service having a meter size equal to or less than one and one-half inch will be processed in the order of the date the application is received provided all requirements of the District are met. All other applications will be processed in the order of the date the application is received provided the Applicant meets all District requirements within 30 days of said date. If District requirements are not met within said 30 days, the application shall be null and void and must be resubmitted to the District except that:

the General Manager may extend the 30-day period if failure to comply with District requirements is due to workload limits of the District.

Receiving an application shall in no way represent a commitment or agreement by the District to serve water. Said commitment will be made only at the time service actually commences or when the District executes a service extension agreement whichever shall first occur. In the case of a service extension agreement, the commitment of the District to supply water shall be limited to the number of connections to be installed pursuant thereto and in accordance with the terms thereof. Additional requirements for recycled water service are included in Regulation 18.

b. Conditions Precedent to Service

Water service will be provided subject to:

- (1) The existence of a main of adequate capacity and pressure abutting the property to be served, or the construction of adequate mains, pumps and storage facilities under the provisions of Part B of these Regulations;
- (2) The advance payment of the District's initial charge for service as provided in Regulation 1 c.; and
- (3) Compliance with the other applicable provisions of these regulations.

c. Initial Charges for Service

Prior to commencement of service the Applicant shall pay an initial charge for service which shall be the total of the meter charge, the service line charge, the reimbursement fund charge and the facilities reserve charge computed as set forth below. "Est." means the actual cost of the service line as estimated by the District; "d.u." means dwelling unit. The Reimbursement Fund Charge shall not apply to recycled water service. Applications for a single service connection having a meter size equal to or less than one and one-half-inch shall pay a meter charge and a service line charge as set forth below. Applications requiring more than one meter or requiring a meter size greater than one and one-half-inch shall pay a meter charge and a service line charge based on the actual cost of said meter and service line installation(s)

incurred by the District.

The Facilities Reserve Charge shall depend on the type of use as shown herein. The charge shall be based on the District's estimate of the quantity of water that will be used on the average day of the maximum month expressed in "equivalent single family dwelling units" of 636 gallons each for Novato and 295 gallons each for West Marin. The District shall determine Facilities Reserve Charges for those consumers served prior to May 1, 1973 by its estimate of gallons per day of water use on the average day of the maximum month divided by 636 for Novato, or 295 for West Marin, over the first ten years of service or less as applicable. If at any time a consumer's use exceeds the estimate used in fixing the charge the District may require the consumer to pay an additional Facilities Reserve Charge at the rate then in effect for each equivalent single family d.u. of such excess.

(1) Novato Service Area

Meter Size <u>Inches</u>	<u>Meter Charge</u> (1)	<u>Service Line Charge</u> (2)	<u>Reimbursement Fund Charge</u> (3)
5/8	\$60	\$3,500	\$ 420
1	120	3,500	1,055
1-1/2	300	3,500	1,540
2	Est.	Est.	3,140
3	Est.	Est.	4,680
4	Est.	Est.	7,310
6	Est.	Est.	14,360
8	Est.	Est.	31,250
10	Est.	Est.	41,610

	Effective 1/1/09	Effective 1/1/10
	Facilities Reserve Charge	Facilities Reserve Charge
Single family detached residences and duplexes (each d.u) .....	\$18,600	\$28,600
Townhouses and condominiums (3 units or more) (each d.u) .....	11,250	17,200
Mobile home (each d.u.) .....	6,800	10,000
Apartment houses - 5 units or more, (each d.u.) .....	7,150	11,200
Second (accessory) d.u. on a parcel in undivided ownership .....	7,150	<u>41,200</u> 10,000
d.u. with kitchen or kitchenette whose occupants receive regular meals from central kitchen/dining facility on site.....	4,850	7,600
d.u. without kitchen facilities and landscape.....	3,900	6,100
Non-residential uses and master metered residential uses with a history of water consumption: the District shall determine equivalent single family d.u.'s by its estimate of gallons per day of potential water use on the average day of the maximum month divided by 636 (each equivalent single family d.u.) .....	18,600	28,600

Also see Regulation 29.

(2) West Marin Service Area – Effective January 1, 2009

Meter Size (Inches)	Meter Charge (1)	Service Line Charge (2)	Reimbursement Fund Charge (3)
5/8	\$60	\$3,500	\$1,950
1	120	3,500	4,950
1-1/2	300	3,500	7,200
2	Est.	Est.	14,700
3	Est.	Est.	21,900
4	Est.	Est.	34,200

	Effective 8/1/09	Effective 8/1/10
Single family detached residences and duplexes (each d.u).....	\$16,150	\$22,800
Townhouses and condominiums (3 units or more) (each d.u).....	9,700	13,700
Mobile home (each d.u.) .....	5,650	8,000
Apartment houses - 5 units or more, (each d.u.) .....	6,300	8,900
Second (accessory) d.u. on a parcel in undivided ownership.....	6,300	<del>8,900</del> <u>8,000</u>
d.u. with kitchen or kitchenette whose occupants receive regular meals from central kitchen/dining facility on site .....	4,300	6,100
d.u. without kitchen facilities and landscape.....	3,450	4,900
Non-residential uses and master metered residential uses with a history of water consumption: the District shall determine equivalent single family d.u.'s by its estimate of gallons per day of potential water use on the average day of the maximum month divided by 295 (each equivalent single family d.u.) .....	16,150	22,800

Also see Regulation 29.

(3) Charge for Annexation - All Service Areas

In addition to the other charges specified, no property shall be annexed to an improvement district unless an annexation fee is paid. The annexation fee shall be equal to the total revenue from tax on land (not improvements) that the District would have received had the property to be annexed been within the improvement district from the date of its formation, plus an amount equal to the interest revenue the District would have received on said tax revenue.

(4) Single Service Connection Requests - Deposit Requirement for Water-Saving Devices and Restrictions

A \$500 deposit must be paid to the District before a single water service connection is provided to assure compliance with all Water-Saving Devices and Restrictions for New Development pursuant to Regulation 15.e and 17.e. Upon inspection that requirements for all Water-Saving Devices and Restrictions have been met, the \$500

deposit will be refunded to the applicant.

(5) Initial charges for Affordable Housing

Payment of Initial Charges for water service to Applicant projects that include housing units affordable to lower income households, as defined in Government code Section 65589.7(d)(1), may be deferred for affordable units only until such time as a certificate of occupancy is issued by the city or county and meters thereto are authorized to be set or a period of two years from the date of the Applicant's Water Service Agreement, whichever duration is less. Said deferred payment shall include interest calculated at the rate earned on the District investment portfolio over the deferral period as determined solely by the District.

d. (This section left intentionally blank)

e. Location of Service Connection

Service will be provided at a meter abutting a major frontage of the consumer's property at a point determined by the District. The consumer may indicate the point on his property where he desires the service.

f. Facilities Reserve Charge for Public Parks - All Service Areas

The Facilities Reserve Charge for public parks shall be the amount charged for a 5/8-inch meter serving a single dwelling unit irrespective of the actual size of the meter provided each and all of the following conditions are met:

- (1) The public park is owned by a public agency and is open and accessible to the public for active recreational uses. For the purposes of this regulation landscaped areas along roadways and surrounding public buildings and landscaped areas in privately owned recreational areas or in areas where use is limited to a select group, such as a homeowners association are not public parks. Golf courses, whether privately or publicly owned or any other enterprise which charges a use fee, are not public parks.
- (2) The public agency owning the park enters into a service agreement with the District providing:
  - (a) Water shall be used only during such off-peak hours as shall be therein specified by the District with the exception that water can be used during peak periods for special limited and unusual circumstances such as system testing, germination of newly seeded turf, major turf renovation projects, irrigation following fertilization or herbicide applications, irrigation required prior to aeration and minor hand irrigation required for plant establishment, and
  - (b) Water use shall be discontinued or reduced as directed by the District at any time it determines that a threatened water shortage exists and so notifies the consumer.
  - (c) Water applied to turf areas shall be applied through a well-designed irrigation system that contains the following features as demonstrated by design drawings and specifications:
    - (i) Use of sprinkler heads, sprinkler head components and/or control schedules which achieve precipitation rates which match the water absorption capacity of the sod/soil column.

- (ii) Sprinkler head spacing that is not greater than 50% of the diameter of the precipitation pattern thrown by the sprinkler head (i.e., head-to-head spacing) at the minimum delivery pressure available at the site based on field measurements or pressure data supplied by the District. This 50% diameter spacing requirement can be varied provided the requirements of Section 1(f)(2)(c)(ix) are met.
  - (iii) Sizing and layout of pipe laterals and selection and grouping of sprinkler heads and nozzles in a manner which assures that the pressure requirement of each sprinkler head is achieved.
  - (iv) Separation of valves such that valves serving turf sprinklers do not include sprinklers irrigating non-turf landscape which has a different water requirement.
  - (v) A valve in every head may be required by the District to control drain down and optimize distribution control.
  - (vi) Control of all turf valves by an automatic controller capable of programming each valve for the following variables:
    - (1) Irrigation days,
    - (2) Minimum of three independently scheduled start times per irrigation day
    - (3) Minutes of run time per start time cycle.
  - (vii) Controller shall contain a water budgeting feature which permits the same incremental percentage change in all run times (up or down) by changing the water budget setting, thus permitting easy irrigation scheduling as a function of changes in evapotranspiration demand.
  - (viii) Controller shall accommodate a rain shut-off feature which automatically shuts down irrigation when it is raining.
  - (ix) The irrigation distribution system shall be designed to achieve a lower quartile distribution uniformity of at least 80%. This distribution uniformity shall be verified after installation by field precipitation tests performed by a competent expert selected by the District and paid for by the applicant public agency. In the event said uniformity is not achieved, the applicant public agency shall make changes to the system until subsequent tests by said expert, and also paid for by the applicant agency, demonstrate achievement of said distribution uniformity. The lower-quartile uniformity coefficient, an approximation of overall irrigation system uniformity, shall be determined by sampling the precipitation pattern or "footprint" of the irrigation system with catch cans. The coefficient is determined by arraying the resulting data expressed as inches per catch can (or volume of water in can if cans are of uniform size) in descending order of magnitude, determining the mean of the lower one fourth of the catch-can data, and dividing it by the mean value for all of the cans.
- (d) In designing the irrigation system, the applicant agency shall conduct field tests to determine typical infiltration rates for the sub-turf soil. Design precipitation

rates shall, as near as practicable, be matched to or not exceed said infiltration rates

- (e) Consumer or consumer's operator of the turf irrigation system shall apply water pursuant to an irrigation schedule developed for the site and based on applied water advice made available by the District or said turf irrigation system shall be controlled by moisture sensing devices which are operated to achieve efficient irrigation.
- (f) In the case of recycled water service, exceptions to this section may be made or additional requirements imposed as determined by the District to assure optimum soil moisture conditions are maintained and slime growth in the private distribution system is minimized.

g. Land Use Approval Established

An application for service to unimproved land shall not be processed to completion by the District unless the Applicant presents to the District a document from the city or county entity having jurisdiction verifying that a:

- (1) Valid Building Permit has been issued; or
- (2) Preliminary Division of Land has been approved; or
- (3) Tentative Subdivision Map has been approved; or
- (4) Planned Unit Development Precise Development Plan has been approved; or
- (5) Conditional Use Permit has been approved.

The word unimproved as used herein means land on which no improvements exist or land which although improved to a degree is being further improved and said further improvement is the cause for augmented water service and requires one or more of the above listed land use approvals.

h. Wastewater Disposal Established

Water service will not be furnished to any building unless it is connected to a public sewer system or to a wastewater disposal system approved by all governmental entities having regulatory jurisdiction. This subsection shall not apply to service during construction or service provided under Regulation 5.

i. Initial Charges for Service to Residential Connections With Fire Fighting Equipment

Where a meter larger than is otherwise necessary for consumption needs is installed solely to provide capacity for private fire sprinklers, fire hydrants or other fire fighting equipment in residential connections, the Reimbursement Fund Charge shown in Column (3) of subsections c.(1) and c.(2) that shall apply shall be the corresponding charge for the next smaller size meter.

j. Landscape Plans

If the city or county requires an approvable landscape plan as part of its land use approval process said plan must be submitted to the District before an application shall be processed to completion.



9

MEMORANDUM

To: Board of Directors

September 27, 2013

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

Subject: Recycled Water Expansion North Service Area – Close-Out Summary  
R:\Folders by Job No\6000 jobst\6057\6057 Update Project Status BOD Memo 9-27-13.docx

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

General

Recycled Water Expansion to the North Service Area project consists of installation of three pipeline segments (totaling 4.7 miles in length) and rehabilitation of the 0.5 MG Plum Street tank for recycled water storage. The North Service Area projects (tank and pipelines) were designed in-house by District staff and construction was completed in November 2012.

The North Service Area initially provides ~110 Ac. Ft. of recycled water to 12 sites. Eight (8) of the 12 sites were retrofitted and connected in 2012 (Group 1 contract). Wildcat Engineering (Group 2 contract) connected 4 sites in the North Service area and 9 sites in the South Service Area in July 2013. The Group 2 Retrofit project is now complete.

Project Costs

The last Project Summary brought to the board on November 6, 2012 estimated the total North Service Area project costs at \$6.4 M. The current total North Service Area project cost is \$6.44 M. Therefore, the total project cost of the North Service Area increased less than 1% from the last estimate.

Project Financing

The Recycled Water Expansion – North Service Area Project including 4.7 mile pipeline, Plum tank rehabilitation and on-site retrofits were financed as follows.

Funding Source	Est. 11/1/2011	Est. 10/1/2012	Est. 10/31/2013
ARRA Grant	\$1,275,000	\$1,275,000	\$1,253,500
Prop 84	\$240,000	\$240,000	\$285,000
SRF Loan	\$4,364,335	\$4,364,335	\$4,364,335
NMWD Share	\$203,932	\$520,744	\$540,374
Estimated Actual Cost	\$6,083,267	\$6,400,079	\$6,443,209

NORTH MARIN WATER DISTRICT  
WATER SYSTEM IMPROVEMENTS/SPECIAL PROJECTS  
PROJECT SUMMARY  
AS OF OCTOBER 2013

Job No.	Title:		
5.6055&57	Recycled Water Expansion - North Service Area -		
Facility No.	Facility Type (Pipelines, Pump Stations, etc.) Pipelines, Tank Improvements, Retrofits		

**Description**  
Installation of 4.7 miles of 8-inch and 12-inch pipeline and Rehabilitation of Plum Street Tank for storage of recycled water - On-site retrofits in the North Service Area (12) - and 9 South Service Area sites

**Project Justification**

The recycled water expansion project is per NMWD Recycled Water Implementation Plan and is also part of NBWRA regional project Phase 1.

	Baseline Cost Estimate	2010 Estimate	Aug 2011 Estimate	Nov 2011 Estimate*	October 2012	October 2013 Final		Start	Finish (Est.)	Finish (Actual)
1	Development/Admin				\$43,603	\$43,603	Project Dev.	Jul-10	Aug-11	Oct-10
2	Prelim. Design				\$87,986	\$87,986	Design	Sep-10	Sep-11	Dec-10
3	Fees and Permitting				\$64	\$64		Jun-10	Sep-11	
4	Environmental Consultant			\$63,000	\$84,690	\$84,690		Jun-10	Sep-12	
5	Eng. Design - In-house			\$400,000	\$400,000	\$400,000	Permitting	Jun-10	Oct-11	Feb-11
6	Staff Admin/Bid Phase			\$40,000	\$35,665	\$35,665	Final Design	Jul-10	Jun-11	May-11
7	Construction-NMWD			\$110,000	\$130,000	\$130,000				
8	Rehab. Plum Tank			\$380,380	\$421,791	\$421,791		Aug-11	Dec-11	Mar-12
9	Communication				\$5,000	\$5,000				
	Const. Segment 1			\$582,225	\$570,552	\$570,552			Mar-12	Jan-12
	Const. Segment 2			\$1,559,900	\$1,707,286	\$1,707,286			Oct-12	Nov-12
	Const. Segment 3			\$1,553,100	\$1,609,069	\$1,609,069			May-12	Mar-12
10	On-site Retrofits			\$435,450	\$370,509	\$467,639			Jul-13	Aug-13
11	Eng. Servs. During Const.			\$60,000	\$129,000	\$120,000				
12	Dist. Provided Material				\$133,321	\$133,321				
13	Const. Inspection/ Mat Testing			\$604,533	\$621,543	\$621,543				
14	Project Closeout			\$5,000	\$15,000	\$5,000	Project Closeout	Aug-13	Oct-13	Oct-13
15	Project Subtotal			\$5,793,588	\$6,365,079	\$6,443,209				
16	Project Contingency			\$289,679	\$35,000					
	Sub-Total									
	Grand Total	\$5,100,000	\$6,545,372	\$6,083,267	\$6,400,079	\$6,443,209				

\*Estimate includes all pipe segments (1, 2 and 3) Plum Tank Rehabilitation on-site retrofit costs and Non-ARRA costs

1. Includes legal costs, RMC, NBWRA, Rauch and Straum payments
2. Includes Survey, Geotech and CSW Easement Survey
3. Permit application
4. ESA
5. In-house design cost includes Engineering time pre- construction
6. Printing and Bid related costs
7. District Construction costs (for Misc work)
8. Includes \$20,000 for NMWD work
9. Communication and solar by NMWD - Labor Estimate \$5,000.
10. Includes Group 1 and Group 2 North retrofits
11. Engineering time during construction
12. District provided material
13. Payments to Covello Group
14. Includes estimated Olive Paving contribution to the city

10

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

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

Date: Friday, October 4, 2013  
Time: 9:30 a.m. – 11:30 a.m.  
Location: Petaluma (Lucchesi) Community Center  
320 N. McDowell Boulevard  
Conference Room 2  
Petaluma, CA, 94954

**AGENDA**

<b><u>Item</u></b>	<b><u>Recommendation</u></b>
1. Call to Order (Jack Gibson, Chair)	
2. Public Comment	
3. Approval of the Agenda (1 min.)	Approve
4. Approval of Minutes	Approve
5. Treasurer’s Report (1 min.)	Accept
6. Winter Inundated Rice Fields as Surrogates to (45 min.) Natural Floodplain Habitat for Juvenile Salmon Guest Speaker: Carson Jeffries, U.C. Davis	Information
7. BAIRWMP Update (30 min.) Harry Seraydarian	Information
8. Conference Update (15 min.) Harry Seraydarian	Information
9. Request to Sponsor 2013 CARCD Annual Conference in Napa (5 min.) – Joint Technical Committee Recommendation – \$500 Harry Seraydarian	Action
10. Items of Interest	
11. Items for Next Agenda	

**Next Meeting Information:**

**Next Meeting: November 1, 2013**  
Novato Sanitary District  
500 Davidson Street  
Novato, CA 94945

11

**DISBURSEMENTS - DATED SEPTEMBER 19, 2013**

Date Prepared: 9/17/13

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
1	Alpha Analytical Labs	Lab Testing (Novato & West Marin)	\$1,915.00
2	Athens Administrators	Replenish Workers' Comp Account (Bynum)	2,998.28
3	Automation Direct	RTU Parts	480.00
4	Bacons Auto Service	Smog Inspections (3) ('99 Dodge Ram, '00 Dodge Dakota & '01 Dodge Dakota)	155.25
5	Bank of Marin	Bank of Marin Loan Principal & Interest (Pymt 23 or 240)	46,066.67
6	Barnes, Elisabeth	Novato "Washer Rebate" Program	50.00
7	Baxter, Jeanie	Novato "Washer Rebate" Program	50.00
8	Bonner, Jackie	Novato "Washer Rebate" Program	50.00
9	Bundesen, Gerald	Retiree Exp Reimb (September Health Ins)	282.55
10	Butti, Lou	Retiree Exp Reimb (September Health Ins)	282.55
11	California Water Service	July-August Water Service (O.M.) (0 ccf)	135.96
12	California State Disbursement	Wage Assignment Order (2)	1,018.50
13	Cohen, Barry	Novato "Washer Rebate" Program	50.00
14	Cordova, Albert	Legal Services: 42 Spinosa Way Acquisition	910.00
15	Demesa, Cynthia	Novato "Toilet Rebate" Program	300.00
16	Diggs, James	Retiree Exp Reimb (September Health Ins)	884.31
17	Dodd, Tyler	Novato "Washer Rebate" Program	50.00
18	Durkin Signs & Graphics	Vinyl Numbers & Decals for Fleet	131.89
19	Foreclosure Company	Cost to Auction the 2nd Deed of Trust on 15 Gustafson Ct to Allow the District to Take Title	3,419.03
20	Fraser, Marilyn	Novato "Washer Rebate" Program	50.00

Seq	Payable To	For	Amount
21	Golden Gate Petroleum	Gasoline (\$3.63/gal) & Diesel (\$4.02/gal)	4,913.52
22		Cafeteria Plan: Uninsured Medical Reimbursement	620.85
23	Gordon, Richard	Novato "Washer Rebate" Program	50.00
24	Grainger	Rotary Nozzles (2) (\$189) & T.M. Cable Splices	253.83
25	Hach	Reagents (\$253) & Indicator Solution for Manganese Testing (STP)	305.31
26	Harnish, Chris	Novato "Cash for Grass" Program	400.00
27	Hillside Park Unit HOA	Novato "Smart Irrigation Controller" Rebate	360.00
28	Kehoe, Chris	Exp Reimb: Safety Boots	200.00
29	Kraus, Timothy & Claudia	Novato "Toilet Rebate" Program	50.00
30	Larrieu, E.	Refund Overpaid Account	530.67
31	Larsengines	Cut-off Saw Belt & Chains for Saw (2) (\$43)	72.43
32	Leighton, Barbara	Novato "Washer Rebate" Program	50.00
33	Lessley, Michelle	Novato "Washer Rebate" Program	50.00
34	Lilien, David	Novato "Washer Rebate" Program	50.00
35	Lincoln Life	Deferred Compensation PPE 9/15/13	10,892.06
36	Litowsky-Ducasa, Daniel	Novato "Washer Rebate" Program	50.00
37	Marin County Recorder	April - June Copy of Official Record	4.00
38	Marin County Treasurer	Semi-Annual Bond Service PRE-1 Revenue Bond	2,050.00
39	Matchette, Tim	Retiree Exp Reimb (September Health Ins)	282.55
40	McAghon, Andrew	August STP Sludge Removal (11 yds)	3,080.00
41	McArdle-Willis, Deborah	Novato "Washer Rebate" Program	50.00
42	McLellan, WK	Misc Paving (Novato Area) (844 S.F.)	6,913.50
43	McCredie, Karen	Novato "Washer Rebate" Program	50.00
44	Mellor, Cynthia	Novato "Washer Rebate" Program	50.00



Seq	Payable To	For	Amount
45	Morrow, James	Novato "Washer Rebate" Program	50.00
46	Nam, Moon & Young	Novato "Washer Rebate" Program	50.00
47	Nationwide Retirement Solution	Deferred Compensation PPE 9/15/13	1,025.00
48	Nibbi, Len	Novato "Washer Rebate" Program	50.00
49	NTU Technologies	Polymer (2,250 lbs) (STP)	3,622.50
50	Office Depot	Laser Pointer, Report Covers (110) (\$60), Laser Paper (2 reams), Card Stock (250), Envelopes (2,000) (\$53) & Label Tape	180.75
51	Pace Supply	Box Cover	66.23
52	Peterson Trucks	Wiper Blades, Oil Filter & Air Filter (2) (\$90)	187.37
53	PG&E	Power: Bldgs/Yard (\$3,847), Rectifier/Controls (\$432), Pumping (\$34,245), Treatment (\$112) & Other (\$97)	38,734.21
54	Phillips & Associates	Sept O&M of O.M. Wastewater System	5,311.43
55	Pini Hardware	Plastic Glue, PVC Cement, U-Bolts for Exhaust Clamps, Super Glue, Electrical Supplies for Front Counter, Ball Valves & PVC Pipe for STP GAC Drains (\$41), Duplicate Keys (6), Saw Blade, Eye Bolts, Washer, Nuts & 'O' Rings	151.70
56	PVS Minibulk	Sodium Hypochlorite (764 gal) (STP)	1,132.15
57		Cafeteria Plan: Childcare Reimbursement	208.33
58	Roberts, Renee	Retiree Exp Reimb (September Health Ins)	282.55
59	Sebastopol Bearing & Hydraulic	Hydraulic Hose, Fittings & Assembly Charge ('00 Bobcat Loader)	139.27
60	Sherbert, Richard	Novato "Washer Rebate" Program	50.00
61	Shirrell Consulting Services	Sept Dental Insurance Administration Fee	288.15
62	Shirrell Consulting Services	August Dental Expense	6,968.60
63	Siemens Water Technologies	Service on Deionization System	268.56
64	Sierra Chemical	Chlorine (2 tons) (STP)	1,013.32
65	State Water Resources Control	RW N-Segment 2 SRF Loan Principal & Interest	116,128.88

Seq	Payable To	For	Amount
66	United Parcel Service	Delivery Service: Sent AEEP/MSN B3 Submittal Contract Documents & Sample Filter Media (STP)	78.32
67	Univar	Ferric Chloride (17,790 lbs) (STP)	6,208.57
68	USA BlueBook	Silicone Oil, pH Electrode (\$135), & Reagents (10) (\$62) (STP)	250.63
69	US Bank	August Safekeeping Fee: Treasury Securities	82.75
70	Van Bebber Bros	Aluminum Plate (17 lbs) (Welding Shop)	56.76
71	Verizon California	Telephone Charges: Leased Lines	158.05
		<b>TOTAL DISBURSEMENTS</b>	<b><u>\$273,352.79</u></b>

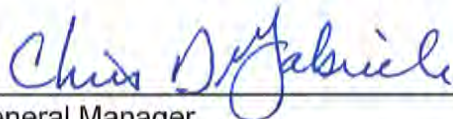
The foregoing payroll and accounts payable vouchers totaling \$273,352.79 are hereby approved and authorized for payment.



Auditor-Controller

9/17/13

Date



General Manager

9/17/2013

Date

## DISBURSEMENTS - DATED SEPTEMBER 26, 2013

Date Prepared:9/24/13

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 9/15/13	\$117,899.30
EFT*	US Bank	Federal & FICA Taxes PPE 9/15/13	50,259.01
EFT*	State of California	State Taxes & SDI PPE 9/15/13	9038.26
1	101 Office Products	Laserjet Printer Toner Cartridge (STP)	98.96
2	Aberegg, Michael	Drafting Services: Recycled Water As-Builts	1,595.00
3	Agile Business & Technology	Quarterly Accounting Software Support (8/1-10/31/13)	1,500.00
4	American Family Life Ins	September Employee Contribution for Accident, Disability & Cancer	4,000.20
5	Athens Administrators	September Workers' Comp Admin Fee	1,000.00
6	AT&T	Telephone Charges: Leased Lines	63.56
7	BlackPoint Tree Service	Tree Trimming @ Crest Tank	850.00
8	Buich, Steve	Novato "Toilet Rebate" Program	100.00
9	Clark, Robert E.	Exp Reimb: Registration for AWWA CA-NV Fall Conference (9/30-10/3/13-Sacramento)	575.00
10	Cocchiarella, Carolyn	Novato "Washer Rebate" Program	50.00
11	Covello Group	RW Pipeline Expansion to Novato North Service Area (Balance Remaining on Contract \$13,250)	4,172.50
12	Craft, Robert	Novato "Toilet Rebate" Program	100.00
13	Delaney, Daniel & Debra	Novato "Washer Rebate" Program	50.00
14	Charles Z. Fedak	Progress Payment #3: FY13 Financial Statement Audit (Balance Remaining on Contract \$5,550)	8,000.00
15	Flake, Samuel	Novato "Washer Rebate" Program	50.00

Seq	Payable To	For	Amount
16	Grainger	Bottle Jack (\$393) & Electrical Terminals (100)	414.73
17	Grainger Industrial Supply	Replacement Air-Operated Double Diaphragm Pump	1,579.42
18	Grim, George	West Marin "Toilet Rebate" Program	300.00
19	InfoSend	August Processing Fee for Water Bills (\$1,343) & Postage (\$3,664)	5,007.51
20	Irish & Son Welding	Install Emergency Pump Connection, 4" Pipe, 8" Flange & New Meter (RW South Service Area)	1,320.00
21	Jackson, Melinda	Novato "Washer Rebate" Program	50.00
22	Don Johnson's Pool & Spa Svc	Hydrochloric Acid (36 gal) (STP)	99.20
23	Locke, Jeff	Novato "Toilet Rebate" Program	84.99
24	Mammoser, Charles & Mary	Novato "Washer Rebate" Program	50.00
25	Manning, John & Elizabeth	Novato "Washer Rebate" Program	50.00
26	Novato Disposal Service	August Trash Removal	413.20
27	NTU Technologies	Dry Polymer (2,200 lbs) (STP)	6,468.00
28	Olsen, Claudia Just	Novato "Washer Rebate" Program	50.00
29	Pace Supply	Connection Rings (155) (\$429), Nipples (2) Elbow (\$88) & Reducers (12)	599.75
30	Pacific Coast Cutters	Saw Cut & Vacuum Asphalt @ New City of Novato Admin Office	1,421.00
31	Parkinson Accounting Systems	Programming & Installation of Timesheet Entry Program	1,000.00
32	PERS Retirement System	Pension Contribution PPE 9/15/13	47,424.07
33	Pesticide Applicators Professional Association	Registration for Pesticide Seminar on 11/7/13 (Cilia)	80.00
34	Phillips Transportation	Hazardous Waste Disposal for Water Quality Lab & STP	170.00

Seq	Payable To	For	Amount
35	Point Reyes Light	Display Ad: Salinity Intrusion Into the Pt. Reyes Well Supply	46.00
36	Point Reyes Prop Mgmt Assn	September HOA Dues (25 Giacomini Rd)	75.05
37	Preferred Alliance	Pre-Employment Physical (Kane & Krupin)	84.00
38	Riley, John	Novato "Washer Rebate" Program	50.00
39	Shamrock Materials	Waterplug Hydraulic Repair Mortar (10 gal)	154.78
40	Soiland	Asphalt Recycling (42 tons)	160.00
41	Solinst	Gallagher Auxiliary Stream Gauge	2,981.21
42	Sonoma County Water Agency	August Contract Water	532,510.78
43	SPG Solar	Energy Delivered Under Solar Services Agreement (8/1-8/31/13)	13,033.05
44	Township Building Services	August Janitorial Services	1,754.84
45	Trombetta, A.J.	Refund Overpayment on Closed Account	13.18
46	Ultra Scientific	Mineral Sample (Lab)	216.00
47	United Parcel Service	Delivery Service: Sent Submittal Plans/Specs for MSN B3/AEEP	14.50
48	USA BlueBook	Rust Remover (STP) (3)	87.95
49	Verizon California	Telephone Charges: Leased Lines	448.24
50	Wardlaw, Lina	Refund Overpayment on Closed Account	188.35
51	Weber, Dawn & Joseph	Refund Overpayment on Closed Account	116.46
52	Wildcat Engineering	On-Site Retrofit for Recycled Water North & South Projects (Balance Remaining on Contract \$12,375)	7,172.50
53	Wiley Price & Radulovich	Review Employee Notification Regarding New Health Insurance Marketplace	539.00
54	Winzer	Nuts, Bolts, Washers, Hand Soap, Dust Masks, Shrink Tubing (\$443) & Curved Handle Brushes (12)	519.90

Seq	Payable To	For	Amount
55	Zenith Instant Printing	Letterhead (Billing) (7,500)	673.35
		<b>TOTAL DISBURSEMENTS</b>	<b><u>\$826,822.80</u></b>

The foregoing payroll and accounts payable vouchers totaling \$826,822.80 are hereby approved and authorized for payment.



Auditor-Controller

9/23/13

Date




General Manager

9/23/2013

Date

**MEMORANDUM**

To: Board of Directors  
From: David L. Bentley, Auditor-Controller   
Subj: Marin County Invitation to Provide Debt Information  
t:\actword\personnel\pers\debt and pension liability - county website.docx

September 27, 2013

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

Roy Given, Marin County Director of Finance, in response to concerns regarding public agency debt and pension liabilities, has invited each public agency in Marin to provide to the County their agency's debt information to be posted on the County website, now and annually on an ongoing basis (see Given's email attached).

The information requested is provided already in our financial statements. We will send the information below for posting on the County website, consistent in format with the information posted by Marin County.

**Total Debt and Pension Liability**

<b>North Marin Water District</b>	<b>As of 6/30/2012</b>
Total Liabilities As Per Balance Sheet	\$38,597,994
Annual Operating Expenses	\$15,337,460
Total Pension Liability*	\$33,289,875
Total Unfunded Pension Liability*	\$6,782,330
Pension Funded Ratio*	79.6%
Other Unfunded Post-Employment Benefits (OPEB)**	\$3,130,628
OPEB Designated Reserve**	\$3,065,753

\*Data as of June 30, 2011 (the most recent data available), as calculated by CalPERS.

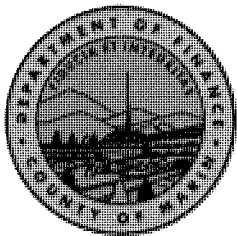
\*\*At June 30, 2012, the District's Unfunded Post-Employment Benefit Accrued Liability was assessed to be \$3.13 million based on a third-party actuarial valuation. The North Marin Water District has been funding this reserve consistently since 2003, and on June 30, 2012, had accumulated a cash reserve of \$3.07 million, rendering a funded status of 97.9%.

Further information can be found in the District's Comprehensive Annual Financial Reports located on its website at <http://www.nmwd.com/about.php#NMWDFinancials>.

## David Bentley

---

**From:** Given, Roy [RGiven@marincounty.org]  
**Sent:** September 24, 2013 9:25 AM  
**To:** Maureen Cassingham; Li Zhang; Paul V.. Berlant; 'manager@almontesd.org'; Tom Roberts; 'bmksd-dm@sbcglobal.net'; Molly Brown; Jennifer Blackman; 'johannas@bolinas-stinson.org'; 'jdow@cmsa.org'; 'eastman@ictyofbelvedere.org'; 'akoenig@cityoflarkspur.org'; 'eerickson@cityofmillvalley.org'; 'bcochran@novato.org'; 'cfrancis@ci.sausalito.ca.us'; 'gpheatt@marin.k12.ca.us'; Reisch, Amy; Tom Roberts; Kaaren S. Gann; 'psmith@kentfieldfire.org'; 'spesenti@kentfieldschools.org'; 'dhenderson@lagunitas.org'; 'bwhite@marin.k12.ca.us'; 'mwilliams@lgvsd.org'; Johnathan Logan; Sharpley, Suzan; Thomas, Leelee; Nancy Scolari; Rzepinski, David; Paul V.. Berlant; 'domanil@maringeneral.org'; Banning, Peter; Paul V.. Berlant; 'tcronin@marinwater.org'; Barbara Thornton; 'phils@msmosquito.com'; Moehrke, Deborah; Horne, Thomas; 'balancingact.marin@gmail.com'; Sualen Murphy; 'leighton.hills@muirbeach.com'; 'office@nicasioschool.org'; Chris DeGabriele; Hom, Dan; 'bevj@novatosan.com'; 'jenniferw@franciscoandassociates.com'; David Bentley; 'mhoffman@petk12.org'; Frick, John; Crawford, Brian; Paula Luce; 'lpyron@rossschool.k12.ca.us'; 'rmeagor@rossvalleyfire.org'; 'gnorby@rvsd.org'; Lindsay Crawford; 'cthomas@srcs.org'; 'doris.toy@cityofsanrafael.org'; 'cthomas@srcs.org'; 'dbracken@ci.corte-madera.ca.us'; 'smiller@sani5.org'; 'beverlyj@novatosan.com'; 'rebecca@smcsd.net'; 'sdanehy@cityofmillvalley.org'; 'susan.skipp@shorelineunified.org'; 'rsuasi@comcast.net'; Susan Kim; 'sbcwd@stinson-beach-cwd.dst.ca.us'; 'sbfd@att.net'; 'lkreuzer@strawberryrec.org'; 'kcloney@tamdistrict.org'; 'jlam@tcsd.us'; 'rpearce@tiburonfire.org'; 'rlynch@sani5.org'; 'karl@tomalescsd.ca.gov'; 'gwarman@ci.corte-madera.ca.us'; 'finance@townoffairfax.org'; 'rbraulik@townofross.org'; 'dcarrillo@townofsananselmo.org'; 'hbigall@ci.tiburon.ca.us'; Frost, Michael; 'tmares@marink.k12.ca.us'  
**Cc:** Barone, Reina  
**Subject:** Long Term Liabilities, Debt and Pension Information Request



Dear Marin County Agency,

A hot topic in many counties across the U.S. is the growing cost of public debt and pension liability. As an example, earlier this year the Citizens for Sustainable Pension Plans (CSPP) requested that the County of Marin provide more information on the property tax bill regarding taxing agencies and their public debt and pension liability. The County took appropriate measures to incorporate as much information as reasonably possible with each tax bill sent out. The debt and liability information placed on the tax bill insert is as follows:



**MARIN COUNTY DEBT AND FINANCIAL DATA**

Annual Operating Expenses as of June 30, 2012	Total Liabilities Per Balance Sheet	Long Term Liabilities			
		Pension Obligation Bonds	Unfunded Pension Liability *	Unfunded Healthcare Liability **	Retiree-Related Debts
		Column A	Column B	Column C	Total Columns A thru C
\$ 461 million	\$ 422 million	\$ 110 million	\$ 371 million	\$ 383 million	\$ 864 million

\*At June 30, 2012, the County's Unfunded Pension Liability was assessed to be \$370.8 million based on a third-party actuarial valuation. On November 26, 2012, the County then issued a one-time contribution of \$32.2 million towards this liability.

\*\*At June 30, 2012, the County's Unfunded Post-Employment Healthcare Liability was assessed to be \$383 million based a third-party actuarial valuation. On February 5, 2013, the Marin County Board of Supervisors adopted a resolution and agreement with the California Employers' Retiree Benefit Trust Program (CERBT) electing the County of Marin to pre-fund Other Post-Employment Benefits (OPEB). As such, this trust balance is intended to fund the County's Unfunded Post-Employment Benefits over the next 30 years. The OPEB trust balance as of June 30, 2013 totals \$ 26.3 million.

**For similar information on other taxing jurisdictions, please go to [www.marincounty.org/depts/df/debt-and-pension](http://www.marincounty.org/depts/df/debt-and-pension)**

The County of Marin financial information discussed above can be found at: <http://www.marincounty.org/depts/df/debt-and-pension>.

In addition to the Total Debt and Pension Liability summary currently available on the County website and on the insert included with the Marin property tax bill, the County is offering to post additional information from your agency on the County website. We hope you will join us in this effort to provide our residents with this financial information.

**I am therefore requesting that each agency, on a voluntary basis, provide fiscal and related information as of 6/30/12 (and annually on an ongoing basis) in order for my office to post it on a central site hosted by the County. Please send the details noted below to Reina Barone, my Executive Secretary, at [rbarone@marincounty.org](mailto:rbarone@marincounty.org) by Oct. 11, 2013 for publication by Nov. 1., 2013.**

**Please consider providing the following:**

- Contact Person
- Email and Website Address
- Total Debts and Liabilities
- Total Expenses
- Total Pension Liability
- Total Unfunded Pension Liability
- Pension Funded Ratio
- Other Unfunded Post-Employment Benefits (OPEB)

I appreciate your consideration of this matter and look forward to providing taxing agencies' fiscal information to all our residents. Please call me if you have any questions or concerns.

Sincerely,

Roy Given  
 Director of Finance  
 County of Marin  
 3501 Civic Center Drive, Rm. 225  
 San Rafael, CA 94903  
 415-473-6154

Email Disclaimer: <http://www.marincounty.org/main/email-disclaimer>

## Bill would create California quake warning system

By ALICIA CHANG, AP Science Writer  
Updated 5:04 am, Monday, September 16, 2013

Ads by Google

### **Prepare for an Emergency**

Industry-Leading Supplies for All Your Preparedness Needs. Shop Now!

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

---

LOS ANGELES (AP) — California could join Japan, Mexico and other earthquake-prone countries in experiencing powerful shaking under a bill awaiting approval from Gov. Jerry Brown.

The state Legislature advanced the bill that would create a quake warning system during Thursday Oct. 13 to decide.

The U.S. lags behind other nations in developing a public alert system, which provides several seconds enough time for trains to brake, utilities to shut off gas lines or people to dive under a table until the shaking starts.

For the past several years, the U.S. Geological Survey and universities have tested a prototype that would be used in the state, mostly scientists and first responders.

Ads by Google

### **U of Wash Executive MBA**

The First and Best Executive MBA in the Northwest. Learn More Now.

[Foster.Washington.edu](http://Foster.Washington.edu)

### **#1 Speed Reading Course**

Discover How To Triple Your Reading Speed, Download #1 Software Today

[www.7speedreading.com/](http://www.7speedreading.com/)

The biggest challenge is finding steady funding to support and maintain a statewide network. The funding for the alert system would come from the state, but it can't be built using general fund revenues. State emergency funds would cover the funding, estimated at \$80 million for the first five years of operation.

Seismic early warning systems are designed to detect the first shock waves from a large jolt, called P waves, which travel slower but damaging waves spread.

The systems can't predict quakes and are most useful during big events where it would be meaning shaking, scientists said. If the San Andreas Fault suddenly broke, people living close to the epicenter farther away would receive notice.

During the 2011 Japanese disaster, millions of people received 5 to 40 seconds of warning depending on distance. The notices were sent to cellphones and broadcast over airwaves.

"This is doable" in California, said USGS seismologist Doug Given, who heads the testing.

So far, scientists have spent about \$15 million since 2002 developing the test system.

Before launching a quake alert system, scientists would need to upgrade old monitoring stations in the most vulnerable regions such as the northern tip of the San Andreas near San Francisco and the San Jacinto Fault.

Sen. Alex Padilla, the bill's sponsor, said the warning system could be developed using federal grant money and surcharges levied by the state.

Brown spokesman Jim Evans declined to say whether the governor would support the bill.

---

Follow Alicia Chang at: <http://twitter.com/SciWriAlicia>

Ads by Google

**U of Wash Executive MBA**

The First and Best Executive MBA in the Northwest. Learn More Now.

[Foster.Washington.edu](http://Foster.Washington.edu)

BOB MISC



This copy is for your personal, noncommercial use only. You can order presentation-ready copies for distribution to your colleagues, clients or customers here or use the "Reprints" tool that appears above any article. [Order a reprint of this article now.](#)

## City urges water conservation

By *Jamie Hansen*

ARGUS-COURIER STAFF

Published: Friday, September 20, 2013 at 3:00 a.m.

As drought conditions persist in Petaluma and throughout the county, the city has so far avoided water restrictions, something city and county water agency officials attribute to voluntary efforts to reduce water use.

However, Petaluma leaders cautioned residents at a recent City Council meeting that conservation efforts must continue in the months to come.

The county water agency and Petaluma city staff have been monitoring the region's water supply on a weekly and even daily basis as an unusually dry spring led to an equally dry summer, said Dave Iribarne, Petaluma's water conservation coordinator.

Those dry conditions have led to historically low water levels at Lake Mendocino, an important water source for the Sonoma County Water Agency.

The lake is at the third lowest level it's been in recent history, said Petaluma's public works director Dan St. John.

Despite dry conditions, water levels at Lake Mendocino have not dropped below a critical level that would trigger mandatory water conservation measures.

That's at least in part because of water conservation efforts at the county and city level, said Brad Sherwood, a spokesman for the Sonoma county Water Agency.

"The good news is, we're seeing a positive response from" the cities, he said. "Over all, their use has declined, and they've done so by implementing various conservation programs."

Petaluma reduced its water use from 2,210 acre feet in July and August of 2012 to about 2,000 acre feet in July and August of 2013, Sherwood said.

"Our citizens are responding, we're doing well," said Iribarne, who outlined a number of measures Petaluma has taken to reduce its overall water use this year.

It has continued a popular Mulch Madness program where residents can convert their lawns from grass to mulch for free, and has expanded the program to large commercial businesses, converting about 25,000 square feet of grass to mulch at businesses this summer.

The city is also actively promoting the 20-gallon challenge, an initiative the Sonoma County Water Agency started earlier this summer. Participants volunteer to consume 20 gallons less water a day.

"Every drop of water that is saved we can keep in our reservoirs, which is crucial for our water supply not just for people, but so that we can release water for salmon in the fall," said Sherwood in an interview earlier this summer.

In addition to encouraging people to conserve, Petaluma has begun pumping recycled water through its "purple pipes" to irrigate numerous grounds around town



this summer, including half of Prince Park, Wiseman Park, and at the Petaluma airport. Irrigation at Casa Grande High School is currently being converted to recycled water, a project expected to be completed this fall.

Copyright © 2013 PressDemocrat.com — All rights reserved. Restricted use only.

Using recycled water to irrigate these areas will result in a savings of about 48 million gallons of drinking water, according to a report by city staff.

Iribarne emphasized that, while all these steps have helped keep Petaluma from dropping below the “critical storage curve” that would trigger water restrictions, the city is not yet in the clear.

“We have until Oct. 28. to stay above that curve,” he said. “It’s looking good but we could have long periods of heat so we need to be careful and mindful.”

(Contact Jamie Hansen at [jamie.hansen@arcuscourier.com](mailto:jamie.hansen@arcuscourier.com).)

Have an interesting idea for a story?  
 Contact Nicole Baptista  
 nbaptista@marinscope.com  
 (415) 892-1516 x13



## MARINSCOPE

COMMUNITY NEWSPAPERS

NOVATO ADVANCE • SAN RAFAEL NEWS-PIONEER • SERRA VALLEY REPORTER  
 TIBURON TIMES • SAN Geronimo NEWS • SHERIDAN NEWS • WARM SPRINGS NEWS  
 www.marinscope.com



**CHAIRMAN OF THE BOARD**  
 Dr. Vinay Malya

**PUBLISHER/EXECUTIVE EDITOR**  
 Paul Hutchison  
 ext. 12

**EDITORS**  
 Gregory Anderson-ext. 17 • Nicole Baptista-ext. 13  
 Susan Hernandez-ext. 27 • Joe Vulliamy-ext. 28

**ADVERTISING**  
 Maria McKellips-ext. 15 • Dianna Street-ext. 29

**COMPOSING**  
 Raul del Rio  
 ext. 23

**LEADS, CLASSIFIED**  
 Jennifer Bouchard  
 ext. 11

**OFFICE**  
 Jennifer Bouchard  
 ext. 11

**CIRCULATION**  
 Linda Mallin-ext. 25 • Donna Clark-ext. 26  
 Rosanne Donaldson-ext. 28



Novato Advance is published every Wednesday by Marinscope Inc. All rights reserved.  
 P.O. Box 8, Novato, CA 94948  
 1301-B Grant Avenue • Novato, CA 94945  
 (415) 892-1516 • (USPS #358-840)

Authorized a legal newspaper of general circulation by Superior Court Decree #386 on October 3, 1928.  
 Mail subscriptions in the City of Novato published by...

# LETTERS TO THE EDITOR

All letters submitted to Marinscope Newspapers for publication must be typed and include the address and telephone number. Names may be withheld at the editors' discretion. We reserve all or parts of letters submitted, and to edit letters as we deem appropriate. Letters submitted in print or digital form in any publication or service offered by the publisher. Letters should not exceed 100 words. The deadline is Friday, 5 p.m., for the next week's issue. We prefer letters e-mailed to left.com. You can also fax letters to 415-897-0940. Letters can also be delivered at 301 B Grant Ave.

## North Marin Water District

Check the North Marin Water District website under "about us" then "Agenda." Download "Item 7," which details what was discussed. They set the matter as an agenda item for additional hearing on the Oct. 5 meeting for an adoption on Oct. 13.

If anyone wants to voice their opinion, now is the time to do it. The limit is six meetings a month. Most directors attend three meetings a month: two regular and one for other boards for the district. It looks like public service is becoming a part-time job at about \$60 an hour.

If this were known last month there might have been a contest for the three seats that were up for grabs. Given they raised rates more than 30 percent in the last three years (11 percent this year), they apparently feel they can vote some of it for themselves. Others may differ. Just saying.

Ed V. Grundstrom  
 Novato

## Steve Jordan seeks election

I was glad to learn from Paul Mamalakis' column in Wednesday's Novato Advance (Musings on Marin, Sept. 11, 2013) that longtime Novato resident Steven Jordan is seeking election to the Novato City Council. I hadn't recognized Steve's name when scanning a brief news note a week or two ago and was very glad when I later recognized him as a candidate due to Paul's column.

In recent years I have had conversations with Steve Jordan about issues affecting Marin, and unlike the outcome of conversations with politicians, after talking with him I knew where he would stand in the future on the issues discussed. Steven Jordan is not a person likely to abstain when the chips are down.

Upon seeing in the Musings on Marin column that Steve Jordan was running for

Steven Jordan for the Novato City Council is the most positive development in the Novato political scene in the last few years. The man reasons from facts, he is practical, and most importantly, he recognizes that public office is a trust which imposes the obligation on the holder to listen to the will of the voters to do their bidding. Others in the Novato City Council have turned a deaf ear to their constituents.

Steven Jordan opposes any and all Proposition F, and seems to be the only one enough is enough in terms of extra money to the City of Novato. When Proposition F first came up before the voters, I was generally prevailing financial and legitimate concerns about the City, and in particular the agreement with the views of Joseph Kreins that extra money well spent at our chronically underfunded Police Department, I changed my mind about Proposition F, and supported its passage in a letter which was then published in the Novato Advance. Support for Proposition F made sense to me at that time upon the data I had in hand, and I am a supporter of the need to keep the City's finest well-equipped.

However, after its passage, I learned facts which caused me to change my prior appreciation for Proposition F. Several factors were contrary to my change in view on Proposition F, including: 1) At the time of the last Proposition F contest, the Novato did not make plainly visible to the public an asset in the form of several million dollars owed to it by the Redevelopment Agency, and without that disclosure the financial picture of the City was not as bleak as it appeared. 2) Despite clear California law that prohibited the use of public funds to

BOD  
MISC

The Press Democrat

## Weather forecasting a key concern for Sonoma County Water Agency

By SEAN SCULLY THE PRESS DEMOCRAT on September 22, 2013, 2:24 PM

For most of us, the reliability of the weather forecast is a minor concern, a question of whether to take along an umbrella or to when to quit watering the yard.

But to the managers of California's vast water systems, the question is more critical. A badly-timed decision can worsen the long-term effects of a drought on one hand, or allow a catastrophic flood on the other.

So on the cusp of the rainy season, managers at the Sonoma County Water Agency would very much like to know what the next few months will bring, weatherwise. With two unusually dry years behind them, supplies of water are dwindling, particularly in Lake Mendocino, which is down to a little more than a third of its maximum capacity. A solid prediction about the weather over the next couple of months would let engineers know whether to breathe a sigh of relief or tighten up even more for a bad summer next year.

Unfortunately, the forecasting tools available to them aren't any better than those used by your local TV news show. And even big picture indicators, like the cyclical El Nino phenomenon in the Southern Pacific, aren't offering any clear suggestions of what to expect this year.

"It has an equal chance to be incredibly dry, or to be incredibly wet. Or somewhere in the middle," said Don Seymour, principal water agency engineer. Scientists "don't have a strong indicator of what this year could be."

Realistically, the best weather forecasters can do for worried water managers is give an indication of patterns up to perhaps a week in the future, engineers say. And the longer the range of the forecast, the less reliable those forecasts become.

"The tools we have available to us, frankly, aren't great," agency Chief Engineer Jay Jasperse said. "We feel we're making the best of what's out there."

But that hazy picture of the weather future could be changing, thanks to new research and a network of detailed monitoring stations being built along the West Coast, starting with a new facility installed this month near Bodega Bay.

"I fully expect to see improvements over the next decade" in long range weather forecasting, said Marty Ralph, director of the Center for Western Weather and Water Extremes at the Scripps Institute of Oceanography.

In his former job as a scientist for the National Oceanic and Atmospheric Administration, Ralph led pioneering research in the Russian River watershed into understanding the effects of "atmospheric rivers," long, narrow plumes of moist air that gather along the boundaries of cold fronts and are responsible for as much as half of all precipitation that drops on the West Coast.

That research, conducted in the late 1990s with the cooperation of the Sonoma County Water Agency, led to the creation of the monitoring stations now being installed, worth around \$1 million each. Three more are scheduled to come on line this year, he said.

It also raises the tantalizing possibility that weather scientists could eventually give water managers a reliable picture of rainfall days or weeks in advance, knowledge that could revolutionize the way engineers manage water systems.

“I think the future is promising,” Ralph said. “I think the technology is out there, the ideas are out there; the big gap is the funding to explore these possibilities.”

Here's why all this matters.

California gets most of its rain and snowfall in the space of just four months, from November through March. And much of that comes from a handful of torrential events, perhaps three to eight big storms per year.

That same life-giving water, therefore, can create devastating floods, particularly in the Russian River watershed, possibly the most volatile river system in the west.

As a result, the state's system of reservoirs and drainage channels was built not just to store water, but to cushion the shock of major flooding. If water managers allow a reservoir to fill up to the top during the rainy season, the next storm would have nowhere to go but to flood the farms and cities downstream. It could even create enough overflow to erode earthen dams, such as the one that created Lake Mendocino, causing the dam to collapse and sending the full contents of the reservoir crashing down the river.

In effect, therefore, in the winter, just at the very moment when water managers have the best chance of collecting plentiful amounts of water, they have to force themselves to drain water off to make room for the possibility of another big storm.

Locally, that drama plays out most starkly at Lake Mendocino.

The agency's other major water source, Lake Sonoma is a much larger reservoir, built to hold about three year's worth of water and with plenty of reserve capacity to handle floods on top. Congress, however, never allocated the money to finish the dam at Lake Mendocino, leaving it too small to comfortably meet the needs of both drinking water and flood control.

The story tells itself on a graph, using a dotted line called the “storage curve.” When the lake level rises above that line, the U.S. Army Corps of Engineers has to start draining off water to leave a safety margin for the next big storm.

In the summer, that line is higher since the chance of a big storm is minimal; the lake can safely store about 111,000 acre-feet, or about 36 billion gallons, of water, which can be used by the water agency to supply farms and cities and to release to preserve fish spawning habitat downstream.

In the rainy season, however, that maximum number drops nearly by half, to about 68,000 acre-feet, or 22 billion gallons. The rest of that space has to be held in reserve to control possible floods.

If the science of weather forecasting were to improve dramatically, and could confidently tell water managers that no more major flood-producing storms were on the way, the Army Corps of Engineers



might be able to hold onto some of that winter water longer, giving the water agency more reserve to handle the dry summer months to come.

That goal is far down the road, engineers say, since we still know relatively little about how the atmospheric rivers form and move. Even when scientists know a river is forming, predictions of exactly where it will hit along the coast have a margin of error of hundreds of miles even just 24 hours in advance.

“At this point, we simply don't have the science down to the point where we can absolutely predict we won't have disaster on our hands” if the Corps lets the reservoir get too full in the rainy season, said Mike Dillabough, chief of the Operations and Readiness Division for the San Francisco District of the Army Corps of Engineers.

Until that day comes, Ralph said, there is still plenty that our emerging understanding of atmospheric rivers can tell us. The new monitoring stations, combined with improved rain gauges, soil moisture probes and advanced radars, can tell scientists when and where the rivers hit the coast, how fast they are moving and how much water they are dropping. That can tell engineers and emergency planners when to expect major flooding hours earlier than they previously could know.

It's not unrealistic to think that we could soon be able to do a forecast of the likely number of atmospheric rivers in any given season, the way East Coast forecasters predict the strength of a hurricane season in the Atlantic. That might not be specific enough to change the awkward balance between water storage and flood control, but it would at least give engineers some sense of what to expect in an upcoming rainy season.

And that is a luxury that the Sonoma County Water Agency's engineers, anxiously watching the level of Lake Mendocino drop, do not have today.

“That's the challenge we're facing; we don't have any miracle answer to that question,” Jasperse said. “But what we are more and more engaged with top scientists who are involved in these issues.”

(You can reach Staff Writer Sean Scully at 521-5313 or [sean.scully@pressdemocrat.com](mailto:sean.scully@pressdemocrat.com).)