



**NORTH MARIN  
WATER DISTRICT**

**NORTH MARIN WATER DISTRICT  
AGENDA - REGULAR MEETING  
October 16, 2018 – 6:00 p.m.  
District Headquarters  
999 Rush Creek Place  
Novato, California**

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<b>Est. Time</b>	<b>Item</b>	<b>Subject</b>
6:00 p.m.	<b>CALL TO ORDER</b>	
	1. <b>APPROVE MINUTES FROM REGULAR MEETING</b> , October 2, 2018	
	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>	
	5. <b>MONTHLY PROGRESS REPORT w/ Customer Service Questionnaire</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.	
	6. <b>Consent – Approve:</b> Text for Fall 2018 Novato “WaterLine”, Volume 9, Issue 41	
	7. <b>Consent - Approve:</b> Notice of Completion for Ridge Road Pipeline Replacement Project (W.R. Forde Associates)	
	8. <b>Consent - Approve:</b> Auditor-Controller’s Statement of Investment Policy	
	9. <b>Consent - Approve:</b> Resolution of Appreciation for David Jackson	Resolution
	<b>ACTION CALENDAR</b>	
	STP Coat Concrete Clearwells Project	
	10. <b>CONSIDER:</b>	
	<ul style="list-style-type: none"> <li>• <b>Reject:</b> ERS Bid</li> <li>• <b>Award:</b> Contract to Farr Construction</li> </ul>	
	11. <b>Approve:</b> Renewal of Grazing Leases – Grossi and Leveroni	
	<b>INFORMATION ITEMS</b>	
	12. Second Review- Draft Vandalism and Graffiti Reward for Information Policy	
	13. TAC Meeting Update – October 1, 2018	
	14. NBWA Meeting – October 5, 2018	

All times are approximate and for reference only.

The Board of Directors may consider an item at a different time than set forth herein.

15. **MISCELLANEOUS**

Disbursements – Dated October 4, 2018

Disbursements – Dated October 11, 2018

News Articles:

Prescribed fire fuel plans to be created in Novato

COM looks at affordable staff housing

Water wisely – UC MARIN MASTER GARDENER

Water district incumbents face election challengers – ELECTION 2018

Notice of Marin County Planning Commission Hearing - Young Appeal of the North Marin

Water District Coastal Permit

County may redraw water basin boundary

Re-elect Gibson and Koehler to MMWD board

Gail Wilhelm, political figure in Marin, dies at 80

Rain level plunged in latest data year

Notice of Availability Draft Initial Study and Mitigated Negative Declaration Stafford Lake

Park Master Plan

El Niño weather pattern appears likely this winter

Residence Inn gets final OK from council

IJ recommends Fraites, Grossi for NMWD

16. **CLOSED SESSION:** Conference with Labor Negotiators (Joe Wiley, Christopher Boucher, Drew McIntyre and Julie Blue) to Provide Direction, California Government Code Section 54957)

7:30 p.m.

17. **ADJOURNMENT**

1

**DRAFT**  
**NORTH MARIN WATER DISTRICT**  
**MINUTES OF REGULAR MEETING**  
**OF THE BOARD OF DIRECTORS**  
October 2, 2018

**CALL TO ORDER**

President Fraites called the regular meeting of the Board of Directors of North Marin Water District to order at 6:02 p.m. at the District Headquarters and the agenda was accepted as presented. Present were Directors Rick Fraites, Michael Joly and Stephen Petterle. Director Baker was absent and Director Grossi called in remotely later in the meeting. Also present were General Manager Drew McIntyre, District Secretary Terrie Kehoe, Auditor-Controller Julie Blue and Chief Engineer Rocky Vogler.

District employees, Tony Arendell (Construction/Maintenance Superintendent) and Robert Clark (Operations/Maintenance Superintendent) were also in attendance.

Novato resident Tina McMillan and Christopher Boucher, Labor Negotiator were in the audience.

**MINUTES**

On motion of Director Petterle, seconded by Director Joly the Board approved the minutes from the September 18, 2018 meeting as presented by the following vote:

AYES: Director Fraites, Joly and Petterle

NOES: None

ABSTAIN: None

ABSENT: Director Baker and Grossi

On motion of Director Joly, seconded by Director Petterle the Board approved the minutes from the September 26, 2018 special meeting as presented by the following vote:

AYES: Director Fraites, Joly and Petterle

NOES: None

ABSTAIN: None

ABSENT: Director Baker and Grossi

**GENERAL MANAGER'S REPORT**

**TAC Meeting**

Mr. McIntyre stated he and Rocky attended the Water Agency Contractor's monthly TAC

1 meeting on Monday, October 1 and that the next meeting will be the combined WAC/TAC meeting  
2 on November 5<sup>th</sup>. He reminded the Board that Mendocino County Inland Water and Power  
3 Commission is the only entity that he is aware of that is in communication with PG&E regarding  
4 auction of their Potter Valley Project.

#### 5 Additional Upcoming Meetings

6 Mr. McIntyre announced he will be attending a Congressman Huffman Ad Hoc Committee  
7 Water Supply Technical Working Group meeting on October 3<sup>rd</sup> to hear a presentation on  
8 preliminary results from the TWG regarding various PVP options. He also reminded the Board of  
9 the upcoming NBWA meeting this Friday that Director Fraites will be attending.

#### 10 Public Records Request

11 Mr. McIntyre advised the Board that the District received a public records request from a  
12 customer regarding AMI meter accuracy and that staff is working with legal counsel on a response in  
13 compliance with the Public Records Act. He noted that this customer also initiated a Facebook  
14 petition with 115 respondents requesting that NMWD investigate the AMI system due to recent high  
15 water bills and that staff has responded on social media to let customers know that we are  
16 investigating the situation and encouraged concerned customers to contact the District. He added  
17 that nineteen customers have contacted Mr. Grisso directly and no AMI equipment problems have  
18 been identified to-date. Mr. McIntyre stated that common reasons for increased bills included  
19 irrigation controller problems or internal plumbing issues and that staff is continuing to investigate  
20 and will bring an update to the Board at a future meeting. Director Joly praised staff's  
21 communication with the public and the great work being done by Mr. Grisso and Mr. Clark on the  
22 AMI project.

#### 23 OPEN TIME

24 President Fraites asked if anyone in the audience wished to bring up an item not on the  
25 agenda. Ms. McMillan from the audience asked about Proposition 3 the Water Bond on the  
26 November ballot. Mr. McIntyre responded that North Marin Water District does not typically take  
27 positions on ballot measures unless there is a significant relevance to District operations.

#### 28 STAFF/DIRECTORS REPORTS

29 President Fraites asked if staff or Directors wished to bring up an item not on the agenda  
30 and the following items were discussed:

1 Mr. Vogler announced that bid opening for the clearwell coating project at Stafford  
2 Treatment Plant was today. He stated that the District received a total of 6 bids with the costs  
3 approximately ranging from \$440,000 to \$1,000,000.

4 Ms. Blue gave an update on the Customer Survey Incentive Program stating that this  
5 successful program was approved by the Board in March of 2017 with a budget of \$500 and we  
6 currently have paid out \$580 in \$2 bill credits for each returned Survey. She advised that she will  
7 revisit the pilot program at a future Board meeting.

8 **CONSENT CALENDAR**

9 **WATER SERVICE AGREEMENT OAKMONT SENIOR LIVING, 1461 S. NOVATO BLVD.**

10 The Oakmont Senior Living project proposing to construct a two-story senior assisted living  
11 facility upon a 2.78-acre parcel located on the west side of South Novato Blvd. across from Yukon  
12 Way. The facility will included 50 senior assisted living units and 28 senior memory care units.

13 On the motion of Director Joly, and seconded by Director Petterle the Board moved to  
14 approve the Oakmont Senior Living Water Service Agreement by the following vote:

15 AYES: Director Fraites, Joly and Petterle

16 NOES: None

17 ABSTAIN: None

18 ABSENT: Director Baker and Grossi

19 **AUDITOR-CONTROLLER'S STATEMENT OF INVESTMENT POLICY**

20 Director Joly requested that the Board defer this item to the next meeting so he would have  
21 more time to review the information. The Investment Policy contains a list of statements identifying  
22 how money can be maintained and invested. It also discusses who has the Authority to sign on  
23 investment accounts in the Auditor Controller's absence.

24 On the motion of Director Joly, and seconded by Director Petterle the Board moved to defer  
25 the Auditor-Controller's Statement of Investment Policy to the next meeting by the following vote:

26 AYES: Director Fraites, Joly and Petterle

27 NOES: None

28 ABSTAIN: None

29 ABSENT: Director Baker and Grossi

1 **INFORMATION ITEMS**

2 **FY 17/18 – OPERATIONS/MAINTENANCE 4<sup>TH</sup> QUARTER REPORT**

3 Mr. Clark presented the FY17/18 Operations/Maintenance 4<sup>th</sup> Quarter Report. During the  
4 safety summary Mr. Clark discussed the current confined space training with Novato Fire Protection  
5 District. During the Operations summary Mr. Clark focused on activities and accomplishment of the  
6 department. Mr. Clark also discussed tank security issues. Director Joly wanted to know if we had  
7 any additional leads in the Wild Horse Tank intrusion incident. Mr. Clark responded that no  
8 additional information has been obtained since the original event in 2017 but noted that Amaroli  
9 Tank was the most recent incident where vandals broke a lock and got into the valve vault. Director  
10 Fraites asked why people would be interested in breaking into the vault and Mr. Clark replied that  
11 they are sometimes looking for shelter. Director Joly asked if we are protecting ourselves from any  
12 liability. Mr. Clark responded that we are installing larger steel brackets with tamper proof lock  
13 enclosures, and that we are considering installing a safety platform on the deep overflow vault.  
14 Director Joly commended staff for taking action and being responsible to insure the safety of the  
15 public.

16 **DRAFT VANDALISM AND GRAFFITI REWARD FOR INFORMATION POLICY**

17 Mr. McIntyre presented the Draft Vandalism and Graffiti Reward for Information Policy  
18 that was prepared to encourage the public to report and prevent acts of vandalism to District  
19 property or facilities. He stated that the policy provides for a reward of up to \$1,000 per incident to  
20 members of the public supplying information which results in the successful prosecution of a person  
21 or persons responsible for jeopardizing water quality or damaging District property or facilities. He  
22 added that, in the event of a major act of vandalism, the District Board of Directors may, consistent  
23 with this policy, increase the amount of the reward offered to an amount up to \$5,000. Director Joly  
24 asked if there were discussions with Novato Police during development of this draft policy and Mr.  
25 McIntyre responded yes. Director Petterle commented on the language used on the signs. He  
26 added that in his experience it has been best to have a positive spin, such as posting Authorized  
27 Personnel Only instead of No Trespassing. After much discussion, Mr. McIntyre suggested that  
28 this item will be brought back to the next meeting for a second review.

29 **MISCELLANEOUS**

30 The Board received the following miscellaneous items: Disbursements-Dated September  
31 20, 2018 and September 27, 2018, Salinity Notice – Dated September 20, 2018, Novato Water  
32 Distribution System –Tank Storage Profile, Three-Month Outlook Temperature and Precipitation  
33 Probability, and North Bay Climate Action Summit.

1 The Board received the following news articles; Jim Fox: A force for the Inverness fire  
2 department; Santa Rosa prepares to lift Fountaingrove water restriction spurred by benzene  
3 pollution; State launches investigation in San Jose Water over-billing claims; Marin gets technical  
4 boost to monitor wildfire threats; Coast guard Housing Update, Coast Guard Site – Fall Update  
5 September 18, 2018; New law could speed mussel inspections at lakes Sonoma, Mendocino; County  
6 transfers jurisdiction over groundwater site; Fight over sprawl gums up plan for Back Point home;  
7 and Marin hears plea to reduce public worker benefits.

8 Director Fraites commented that he attended the North Bay Climate Action Summit and was  
9 in the Environmental group. He stated it was a good start to get the three counties together, Marin,  
10 Sonoma and Napa to discuss and be prepared for climate change. Mr. Clark also commented  
11 about his perspective on the Summit.

12 **CLOSED SESSION**

13 President Fraites adjourned the meeting at 6:58 p.m. Director Grossi joined the meeting via  
14 teleconference at 7:02 p.m. and the Board began the closed session at 7:03 p.m. in accordance with  
15 Government Code Section 54957 Conference with Labor Negotiators (Christopher Boucher, Drew  
16 McIntyre and Julie Blue) to Provide Direction.

17 **OPEN SESSION**

18 Upon returning to regular session at 8:05 p.m., President Fraites stated that during the  
19 closed session the Board discussed the issue and no final reportable action had been taken.

20 **ADJOURNMENT**

21 President Fraites adjourned the meeting at 8:05 p.m.

22 Submitted by

23  
24  
25  
26 Theresa Kehoe  
27 District Secretary  
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**NORTH MARIN WATER DISTRICT**  
**MONTHLY PROGRESS REPORT FOR September 2018**  
October 18, 2018

**Item #5**

1.

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

Month	FY18/19	FY17/18	FY16/17	FY15/16	FY14/15	19 vs 18 %
July	367.3	331.0	310.3	227.2	318.6	11%
August	365.2	303.0	299.6	235.2	301.0	21%
September	271.5	292.4	302.3	210.0	275.9	-7%
FYTD Total	1,004.0	926.4	912.1	672.5	895.5	8%

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

Month	FY18/19	FY17/18	FY16/17	FY15/16	FY14/15	19 vs 18 %
July	10.4	9.5	7.9	6.6	8.6	10%
August	10.2	8.8	7.4	7.0	8.5	16%
September	9.7	8.4	6.4	6.4	7.8	17%
FYTD Total	30.4	26.6	21.7	20.0	24.9	14%

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

Month	FY18/19	FY17/18	FY16/17	FY15/16	FY14/15	19 vs 18 %
July	78.6	112.6	69.9	107.6	82.7	-30%
August	79.3	81.5	90.4	79.4	61.3	-3%
September	60.5	122.7	96.9	38.3	26.2	-51%
FYTD Total	218.4	316.8	257.3	225.3	170.2	-31%

**Recycled Water Production\* - in Million Gallons - FY to Date**

Month	FY18/19	FY17/18	FY16/17	FY15/16	FY14/15	19 vs 18 %
July	30.0	27.7	27.1	21.3	21.8	8%
August	30.6	26.1	26.0	26.2	26.0	17%
September	33.5	25.0	23.5	15.7	19.2	34%
FYTD Total*	94.1	78.8	76.6	63.3	66.9	19%

\*Excludes potable water input to the RW system: FY 19=19.7MG; FY 18=15.35MG; FY 17=1.4MG; FY 16=7.4MG; FY 15=6.9MG

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**2. Stafford Lake Data**

	September Average	September 2017	September 2018
Rainfall this month	0.23 Inches	0.02 Inches	0 Inches
Rainfall this FY to date	0.30 Inches	0.03 Inches	0 Inches
Lake elevation*	182.8 Feet	183.9 Feet	179.9 Feet
Lake storage**	588 MG	633 MG	462 MG

\* Spillway elevation is 196.0 feet

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

**Temperature (in degrees)**

	Minimum	Maximum	Average
September 2017 (Novato)	52	118	75
September 2018 (Novato)	49	104	71

### 3. Number of Services

September 30	Novato Water			Recycled Water			West Marin Water			Oceana Marin Swr		
	FY19	FY18	Incr %	FY19	FY18	Incr %	FY19	FY18	Incr %	FY19	FY18	Incr %
Total meters installed	20,752	20,777	-0.1%	88	56	57.1%	790	789	0.1%	-	-	-
Total meters active	20,541	20,548	0.0%	84	53	58.5%	782	781	0.1%	-	-	-
Active dwelling units	24,070	24,005	0.3%	0	0	-	831	831	0.0%	234	234	0.0%

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### 4. Oceana Marin Monthly Status Report (September)

Description	September 2017	September 2018
Effluent Flow Volume (MG)	0.436	0.448
Irrigation Field Discharge (MG)	0.812	0
Treatment Pond Freeboard (ft)	7.0	Empty-work in progress
Storage Pond Freeboard (ft)	9.0	3.1

\*Pond drained for sludge removal.

\*\*Sludge removal in process.

### 5. Developer Projects Status Report (September)

Job No.	Project	% Complete	% This month
1.2784.00	Novato Village (801 State Access)	97	1
1.2817.01	College of Marin – Admin Bldg. 11	99	0
1.2817.02	College of Marin – Organic Farm	15	0

### District Projects Status Report - Const. Dept. (September)

Job No.	Project	% Complete	% This month
1.7161.00	Ridge Rd. Pipe Replacement	100	5

### Employee Hours to Date, FY 18/19

As of Pay Period Ending September 31, 2018

Percent of Fiscal Year Passed = 25%

Developer Projects	Actual	Budget	% YTD Budget	District Projects	Actual	Budget	% YTD Budget
Construction	12	1,400	1%	Construction	1107	4,654	24%
Engineering	170	1,404	12%	Engineering	618	3,370	18%

### 6. Safety/Liability

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Industrial Injury with Lost Time				Liability Claims Paid	
Lost Days	OH Cost of Lost Days (\$)	No. of Emp. Involved	No. of Incidents	Incurred (FYTD)	Paid (FYTD) (\$)
6	\$2,160	1	1	3	\$4,567
64	\$30,576	1	1	0	\$0

Days without a lost time accident through September, 2018 0 Days

## 7. Energy Cost

FYE	September			Fiscal Year-to-Date thru September		
	kWh	¢/kWh	Cost/Day	kWh	¢/kWh	Cost/Day
2019 Stafford TP	64,238	20.3¢	\$435	214,544	19.9¢	\$464
Pumping	170,125	20.5¢	\$1,161	519,116	20.4¢	\$1,149
Other*	49,866	26.5¢	\$441	151,172	26.4¢	\$434
	284,229	21.5¢	\$2,036	884,832	21.3¢	\$2,047
2018 Stafford TP	61,114	19.8¢	\$404	217,233	19.4¢	\$457
Pumping	175,425	20.9¢	\$1,145	519,097	20.7¢	\$1,141
Other*	53,320	27.3¢	\$456	153,943	26.9¢	\$441
	289,859	21.8¢	\$1,979	890,273	21.4¢	\$2,051
2017 Stafford TP	68,943	19.2¢	\$441	212,829	18.8¢	\$435
Pumping	145,644	20.5¢	\$1,030	463,220	20.3¢	\$1,032
Other*	45,811	26.0¢	\$397	141,306	26.2¢	\$406
	260,398	21.1¢	\$1,833	817,355	20.9¢	\$1,878

\*Other includes West Marin Facilities

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## 8. Water Conservation Update

	Month of September 2018	Fiscal Year to Date	Program Total to Date
High Efficiency Toilet (HET) Rebates	14	32	3914
Retrofit Certificates Filed	5	52	6122
Cash for Grass Rebates Paid Out	2	6	909
Washing Machine Rebates	0	4	6785
Water Smart Home Survey	27	103	3309

## 9. Utility Performance Metric

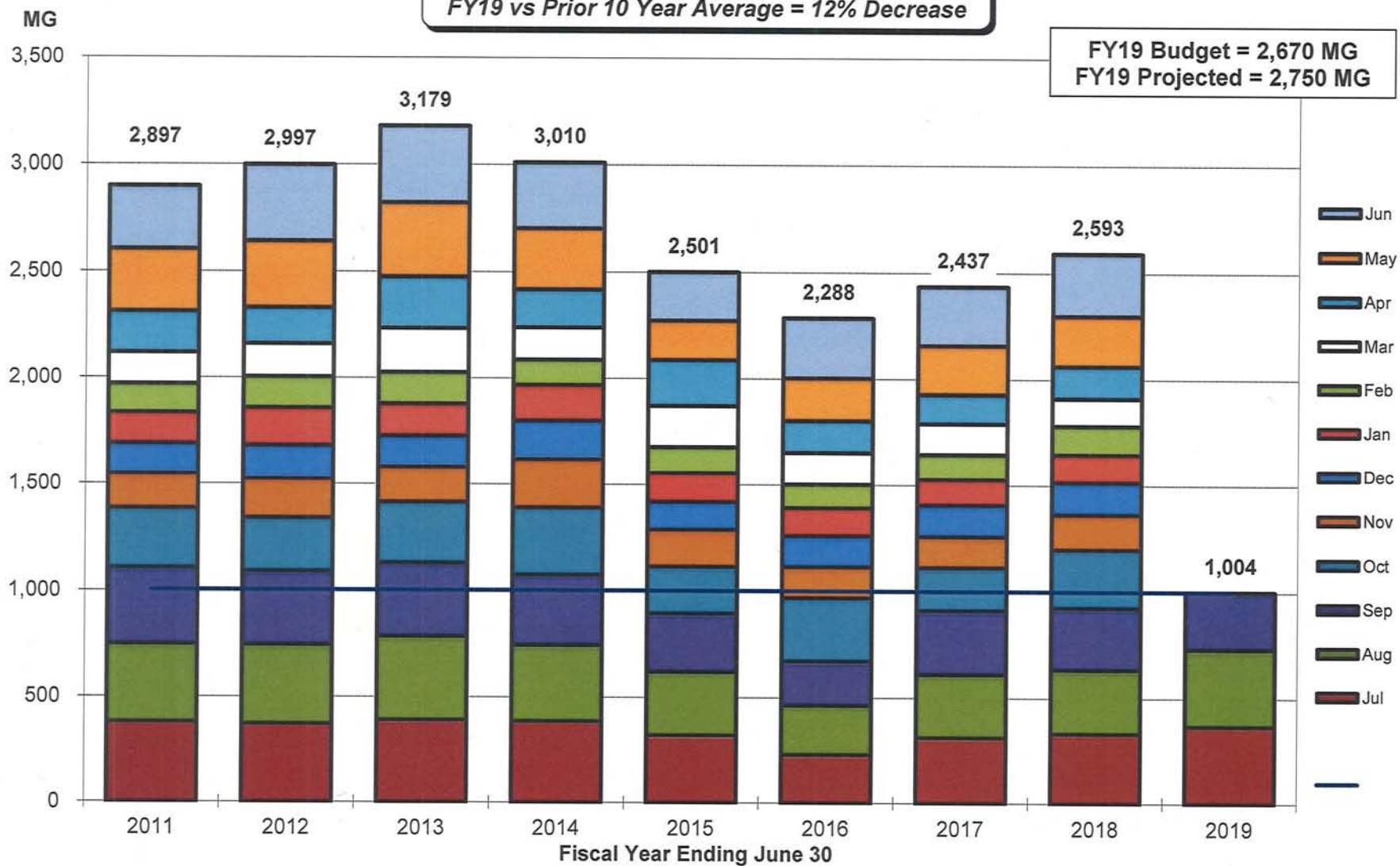
<b>SERVICE DISRUPTIONS</b> (No. of Customers Impacted)	September 2018	September 2017	Fiscal Year to Date 2018	Fiscal Year to Date 2017
<b>PLANNED</b>				
Duration Between 0.5 and 4 hours	10	4	28	23
Duration Between 4 and 12 hours			83	3
Duration Greater than 12 hours				
<b>UNPLANNED</b>				
Duration Between 0.5 and 4 hours	4	5	25	16
Duration Between 4 and 12 hours				
Duration Greater than 12 hours				
<b>SERVICE LINES REPLACED</b>				
Polybutylene	12	9	41	29
Copper (Replaced or Repaired)	1		5	

# Novato Potable Water Production

t:\ac\excel\wtr use\productn.xls chart - total prod by mo

**FY19 vs FY18 = 9% Increase**  
**FY19 vs Prior 10 Year Average = 12% Decrease**

**FY19 Budget = 2,670 MG**  
**FY19 Projected = 2,750 MG**



# NORTH MARIN WATER DISTRICT

## Summary of Complaints & Service Orders September 2018

10/5/2018

Type	Sep-18	Sep-17	Action Taken September 2018
<b><u>Consumers' System Problem</u></b>			
Service Line Leaks	34	40	Notified Consumer
House Valve / Meter Off	6	4	Notified Consumer
Nothing Found	24	7	Notified Consumer
Low Pressure	1	0	Pressure @ 30 PSI. Failed PRV.
<b>Total</b>	<b>65</b>	<b>51</b>	
<b><u>Service Repair Reports</u></b>			
Meter Replacement	6	0	Replaced
Water Off/On Due To Repairs	16	2	Notified Consumer
Misc. Field Investigation	4	3	Notified Consumer
<b>Total</b>	<b>26</b>	<b>5</b>	
<b><u>Leak NMWD Facilities</u></b>			
Main-Leak	0	1	~
Service- Leak	13	18	Repaired
Services-Nothing Found	1	0	Notified Consumer
Fire Hydrant-Leak	3	0	Repaired
Fire Hydrants-Damaged	1	0	Repaired
Washer Leaks	6	13	Repaired
<b>Total</b>	<b>24</b>	<b>32</b>	
<b><u>High Bill Complaints</u></b>			
Consumer Leaks	9	12	Notified Consumer
Meter Testing	1	0	Notified Consumer
Meter Misread	4	6	Notified Consumer
Nothing Found	29	52	Notified Consumer
Excessive Irrigation	3	4	Notified Consumer
<b>Total</b>	<b>46</b>	<b>74</b>	
<b><u>Water Quality Complaints</u></b>			
Taste and Odor	2	1	<b><i>Customer reported chlorine taste in water. (Oak Valley Dr.)</i></b> Measured chlorine and other parameters were normal for NMWD supply. Customer was notified of results. <b><i>Customer reported earthy odor from water. (School Rd.)</i></b> Measured sampled chlorine and was normal for NMWD supply. Customer was notified.
Color	2	0	<b><i>Customer reported brown water. (Wood Hollow Dr.)</i></b> Brown water appeared after AMI installation. Customer ran water and it cleared itself. <b><i>Customer reported brown water. (Buck Point.)</i></b> Iron and manganese detected and ordered to flush line.
Other	1	1	<b><i>Customer reported soapy and bubbly water. (Santolina Dr.)</i></b> No foam or bubbles visible at time Results of analyses normal for NMWD supply. Customer was notified of results.
<b>Total</b>	<b>5</b>	<b>2</b>	
<b>TOTAL FOR MONTH:</b>	<b>166</b>	<b>164</b>	<b>1%</b>

# NORTH MARIN WATER DISTRICT

## Summary of Complaints & Service Orders September 2018

10/5/2018

Type	Sep-18	Sep-17	Action Taken September 2018	
<b><u>Fiscal YTD Summary</u></b>			<b><u>Change Primarily Due To</u></b>	
Consumer's System Problems	247	126	96%	Increase In Nothing Found
Service Repair Report	99	30	230%	Increase In Water On/Off for Repairs
Leak NMWD Facilities	89	72	24%	Increase In Service Leaks
High Bill Complaints	131	202	-35%	Decrease In Nothing Found
Low Bills	1	1	0%	~
Water Quality Complaints	8	9	-11%	Decrease In Other
Total	<u>575</u>	<u>440</u>	<u>31%</u>	

### **"In House" Generated and Completed Work Orders**

<b><u>Check Meter:</u></b> possible consumer/District leak, high bill, flooded, need read, etc.	130	502
<b><u>Change Meter:</u></b> leaks, hard to read	7	6
<b><u>Possible Stuck Meter</u></b>	0	0
<b><u>Repair Meter:</u></b> registers, shut offs	0	0
<b><u>Replace Boxes/Lids</u></b>	4	0
<b><u>Hydrant Leaks</u></b>	0	0
<b><u>Trims</u></b>	13	9
<b><u>Dig Outs</u></b>	46	46
<b><u>Letters to Consumer:</u></b> meter obstruction, trims, bees, gate access, etc. get meter number, kill service, etc.	0	0
	<u>200</u>	<u>563</u>

### **Bill Adjustments Under Board Policy:**

#### **September 18 vs. September 17**

Sep-18	32	\$12,065
Sep-17	22	\$5,907

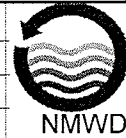
#### **Fiscal Year vs Prior FY**

18/19 FY	96	\$28,774
17/18 FY	80	\$29,260

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# Customer Service Questionnaire Quarterly Report

Quarter Ending 09/30/18



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Response				Response			
Water Quality	Agree	Neutral	Disagree	Pressure	Agree	Neutral	Disagree
Courteous & Helpful	1			Courteous & Helpful	5	1	
Accurate Information	1			Accurate Information	5	1	
Prompt Service	1			Prompt Service	5	1	
Satisfactorily Resolved	1			Satisfactorily Resolved	4	2	
Overall Experience	1			Overall Experience	5	1	
	5	0	0		24	6	0
Leak	Agree	Neutral	Disagree	Noisy Pipes	Agree	Neutral	Disagree
Courteous & Helpful	68	1	1	Courteous & Helpful	1		
Accurate Information	66		3	Accurate Information	1		
Prompt Service	66	4	1	Prompt Service	1		
Satisfactorily Resolved	60	5	3	Satisfactorily Resolved	1		
Overall Experience	68		2	Overall Experience	1		
	328	10	10		5	0	0
Billing	Agree	Neutral	Disagree	Other	Agree	Neutral	Disagree
Courteous & Helpful	9	3		Courteous & Helpful	25	1	
Accurate Information	9	1	1	Accurate Information	24	2	1
Prompt Service	11	1		Prompt Service	24	2	
Satisfactorily Resolved	9	2	1	Satisfactorily Resolved	21	2	1
Overall Experience	9	1	2	Overall Experience	24	1	1
	47	8	4		118	8	3
Grand Total				Grand Total			
					527	32	17
					91%	6%	3%
				Questionnaires Sent Out	237	100%	
				Questionnaires Returned	115	49%	

# Customer Service Questionnaire Quarterly Report

t:\cons srv\cust. quest reports\2018\sept18.xls\comments

Quarter Ending 09/30/18

Customer Comments	Staff Response to Negative Comments	Issues NMWD Should Address In The Future
<b>WATER QUALITY</b>		
Very helpful & prompt.		
<b>PRESSURE</b>		
Handled professionally & courteously by all staff.		
<b>BILLING</b>		
Alicia was outstanding in helping to diagnose leakage.		
Please verify read & check for leaks.	Tech verified; read was correct & no leaks found.	
Concerned about increase of water bill & leak.	Usage was in normal range.	
<b>LEAK</b>		
Staff was excellent.		
Very helpful.		
Water department has always been great!		
Have been to the office several times and the staff has always been great.		
Darrell was excellent!		
Excellent service from Rich.		
Chris was very helpful & informative.		
Excellent phone service & technician service.		
Tech was not helpful or understanding.	Consumer service outreach to customer.	
Washer leak fixed same day.		
Water bill doubled; no one knows why.	Advised customer to check irrigation.	
<b>OTHER</b>		
Old lid did not fit; had replaced with new box.		
Ferguson contractors misfit lid for new meter.	Meter lid was inspected.	

## MEMORANDUM

To: Board of Directors

October 12, 2018

From: Julie Blue, Auditor-Controller *JB*  
Nancy Holton, Senior Accountant *NH*

Subj: Auditor-Controller's Monthly Report of Investments for September 2018  
t:\aclword\invest\19\investment report 0918.doc

**RECOMMENDED ACTION:** Information

**FINANCIAL IMPACT:** None

At month end the District's Investment Portfolio had an amortized cost value (i.e., cash balance) of \$16,517,287 and a market value of \$16,492,926. During September the cash balance decreased by \$429,118. The market value of securities held decreased \$24,360 during the month. The ratio of total cash to budgeted annual operating expense stood at 94%, down 2% from the prior month.

At September 30, 2018, 32% of the District's Portfolio was invested in California's Local Agency Investment Fund (LAIF), 27% in Time Certificates of Deposit, 12% in Federal Agency Securities, 21% in US Treasury Notes, 6% in the Marin County Treasury, and 2% retained locally for operating purposes. The weighted average maturity of the portfolio was 203 days, compared to 205 days at the end of August. The LAIF interest rate for the month was 2.06%, compared to 2.00% the previous month. The weighted average Portfolio rate was 1.86%, compared to 1.84% the previous month.

**NORTH MARIN WATER DISTRICT**  
**AUDITOR-CONTROLLER'S MONTHLY REPORT OF INVESTMENTS**  
**September 30, 2018**

Type	Description	S&P Rating	Purchase Date	Maturity Date	Cost Basis <sup>1</sup>	9/30/2018 Market Value	Yield <sup>2</sup>	% of Portfolio
<b>LAIF</b>	State of CA Treasury	AA-	Various	Open	\$5,213,078	\$5,203,314	2.06% <sup>3</sup>	<b>32%</b>
<b>Time Certificate of Deposit</b>								
TCD	Everbank	n/a	11/17/16	11/15/18	248,000	248,000	1.20%	2%
TCD	Investors Bank	n/a	12/16/16	12/17/18	248,000	248,000	1.35%	2%
TCD	Morgan Stanley Private Bank	n/a	11/22/17	5/22/19	248,000	248,000	1.60%	2%
TCD	Capital One Bank	n/a	7/19/17	7/19/19	247,000	247,000	1.70%	1%
TCD	Capital One NA	n/a	8/9/17	8/9/19	247,000	247,000	1.70%	1%
TCD	American Express FSB	n/a	9/6/17	9/6/19	247,000	247,000	1.75%	1%
TCD	Goldman Sachs Bank USA	n/a	10/11/17	10/11/19	247,000	247,000	1.70%	1%
TCD	Morgan Stanley Bank	n/a	11/9/17	11/12/19	247,000	247,000	1.75%	1%
TCD	American Express Centurion	n/a	12/5/17	12/5/19	247,000	247,000	1.90%	1%
TCD	Sallie Mae Bank	n/a	1/10/18	1/10/20	247,000	247,000	2.20%	1%
TCD	Discover Bank	n/a	2/13/18	2/24/20	247,000	247,000	2.35%	1%
TCD	Wells Fargo Bank	n/a	3/28/18	3/30/20	248,000	248,000	2.55%	2%
TCD	Citibank	n/a	4/11/18	4/13/20	246,000	246,000	2.55%	1%
TCD	UBS Bank	n/a	5/30/18	6/1/20	249,000	249,000	2.70%	2%
TCD	Enerbank	n/a	6/18/18	5/18/20	249,000	249,000	2.75%	2%
TCD	BMW Bank	n/a	6/15/18	6/15/20	246,000	246,000	2.75%	1%
TCD	Bank of America	n/a	8/15/18	8/17/20	246,000	246,000	2.75%	1%
TCD	Ally Bank	n/a	9/28/18	9/28/20	246,000	246,000	2.80%	1%
					<b>\$4,450,000</b>	<b>\$4,450,000</b>	<b>2.11%</b>	<b>27%</b>
<b>US Treasury Notes</b>								
Treas	1.375%	n/a	11/17/16	12/31/18	\$1,000,817	\$997,809	1.05%	6%
Treas	1.500%	n/a	1/10/17	2/28/19	1,001,097	996,367	1.24%	6%
Treas	1.380%	n/a	1/10/18	7/31/19	497,947	495,000	1.87%	3%
Treas	2.250%	n/a	7/26/18	3/31/20	995,397	992,344	2.56%	6%
					<b>\$3,495,259</b>	<b>\$3,481,520</b>	<b>1.65%</b>	<b>21%</b>
<b>Federal Agency Securities</b>								
FHLB	1.625% MTN	n/a	11/21/17	6/14/19	999,752	999,450	1.70%	6%
FFCB	2.00 MTN%	n/a	4/12/18	5/8/19	999,285	998,730	2.24%	6%
					<b>\$1,999,037</b>	<b>\$1,998,180</b>	<b>1.97%</b>	<b>12%</b>
<b>Other</b>								
Agency	Marin Co Treasury	AAA	Various	Open	\$957,605	\$957,605	0.75%	6%
Other	Various	n/a	Various	Open	402,307	402,308	0.41%	2%
<b>TOTAL IN PORTFOLIO</b>					<b>\$16,517,287</b>	<b>\$16,492,926</b>	<b>1.86%</b>	<b>100%</b>
Weighted Average Maturity =					<b>203 Days</b>			

LAIF: State of California Local Agency Investment Fund.

TCD: Time Certificate of Deposit, Treas: US Treasury Notes with maturity of 5 years or less.

FHLB: Federal Home Loan Bank, FFCB: Federal Farm Credit Bank

Agency: STP State Revolving Fund Loan Reserve.

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

<sup>1</sup> Original cost less repayment of principal and amortization of premium or discount.

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

<sup>3</sup> Earnings are calculated daily - this represents the average yield for the month ending September 30, 2018.

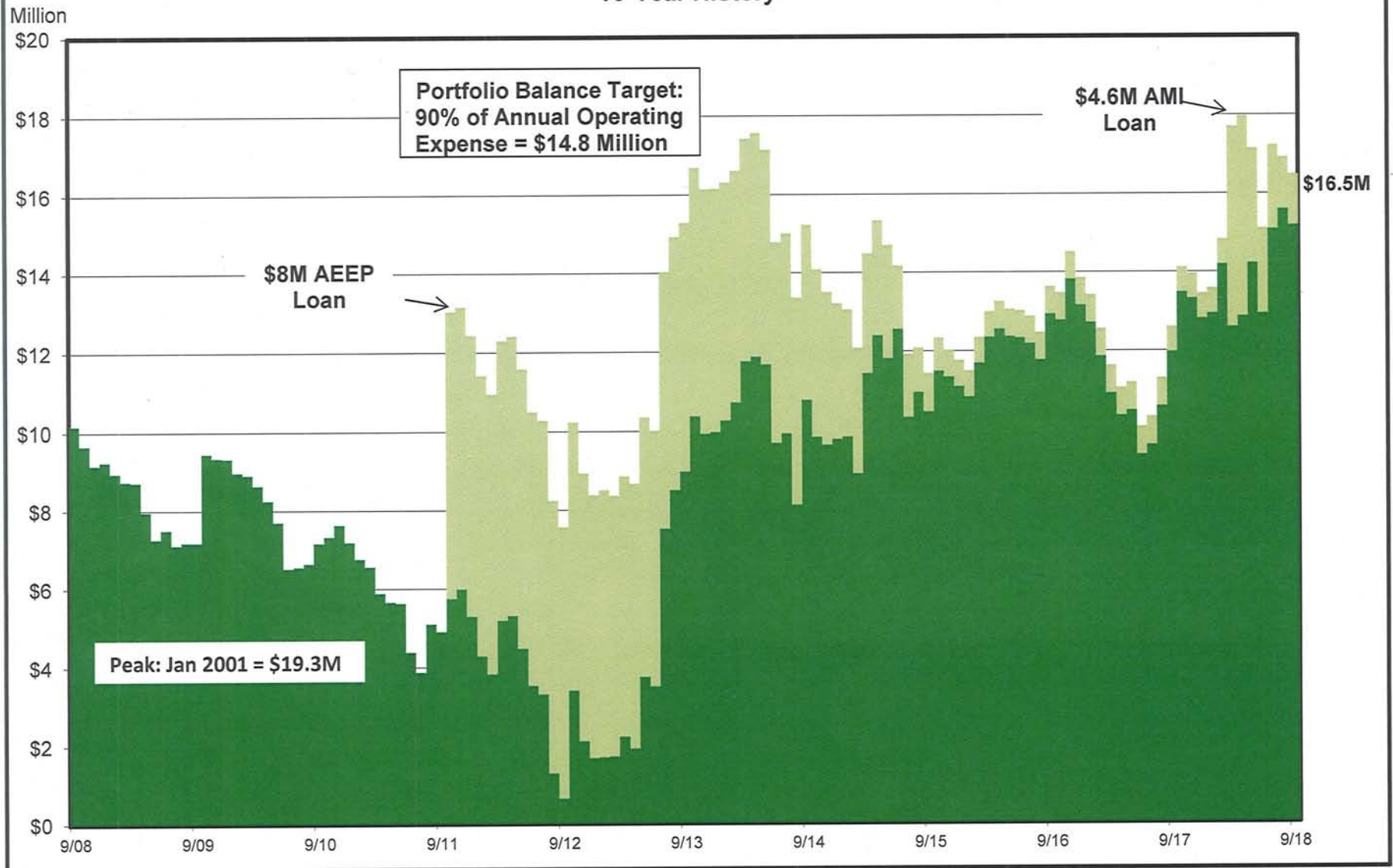
<b>Interest Bearing Loans</b>	Loan Date	Maturity Date	Original Loan Amount	Principal Outstanding	Interest Rate
StoneTree Golf Loan	6/30/06	2/28/24	\$3,612,640	\$1,266,066	2.40%
Marin Country Club Loan	1/1/18	11/1/47	\$1,265,295	\$1,235,027	1.00%
Marin Country Club Loan	1/1/18	11/1/27	\$430,463	\$399,004	2.80%
Employee Housing Loans (4)	Various	Various	714,200	714,200	Contingent
<b>TOTAL INTEREST BEARING LOANS</b>			<b>\$6,022,598</b>	<b>\$3,614,296</b>	

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

10/12/2018

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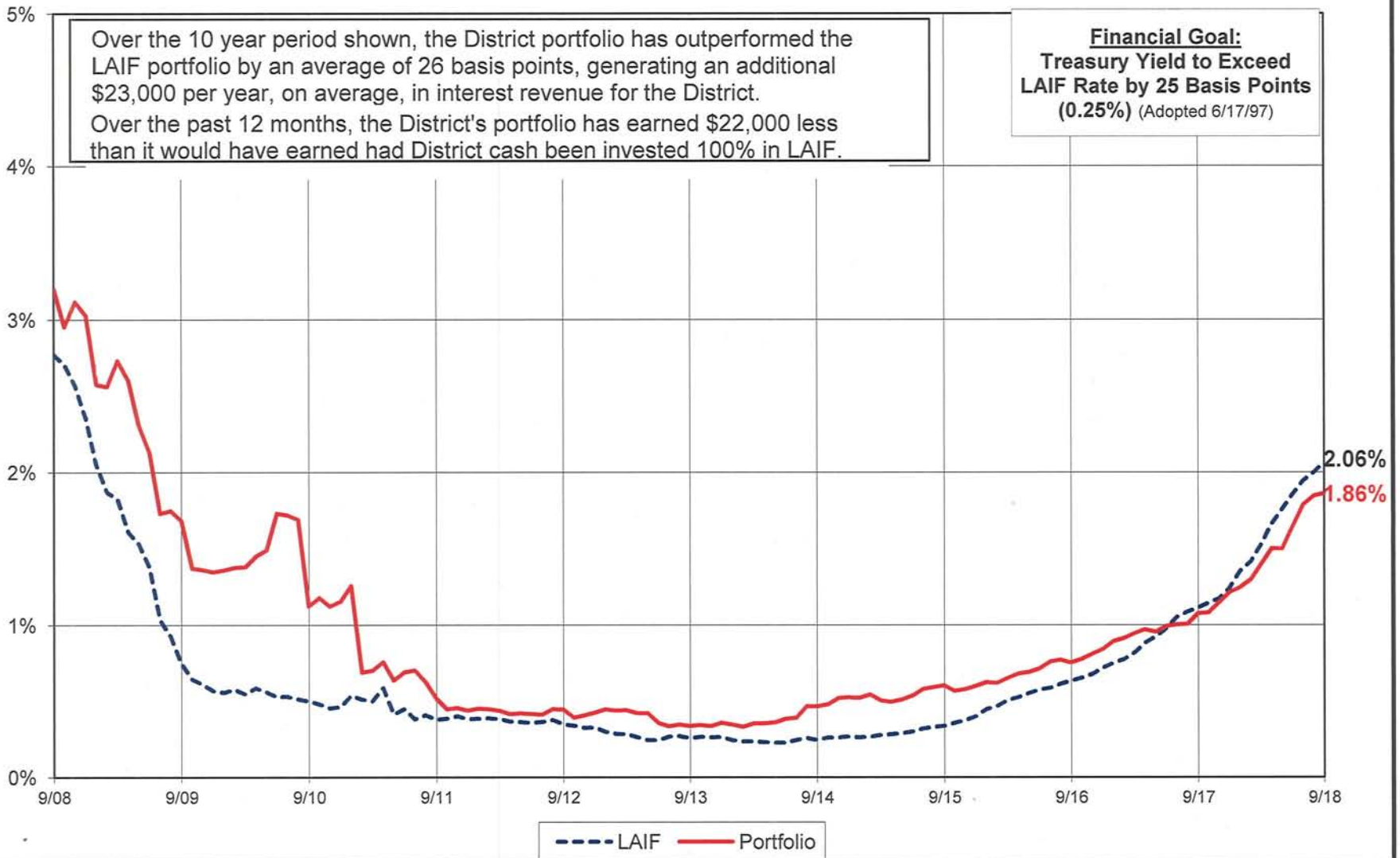
## NMWD Portfolio Balance 10-Year History



10/12/2018

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## NMWD Portfolio Rate of Return State of CA Local Agency Investment Fund vs District Portfolio 10-Year History



6

## MEMORANDUM

To: Board of Directors

October 12, 2018

From: Ryan Grisso, Water Conservation Coordinator *RG*

Subject: Approve Text for Fall 2018 Novato "Water Line", Volume 19, Issue 41

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**RECOMMENDED ACTION:** Approve Fall 2018 Novato "Water Line" Text**FINANCIAL IMPACT:** \$8,000 (Included in FY 2018/2019 Budget)

Draft text and design for the Fall 2018 Novato "Water Line", Volume 19, Issue 41 is attached for your review. Should any Board member have individual comments please provide them to the General Manager at the Board meeting on October 16, 2018. It is expected the "Water Line" will be mailed in late October 2018.

RECOMMENDATION

Board authorize General Manager to approve final text and design of Fall 2018 Novato "Water Line", Volume 19, Issue 41.

Approved by GM *JB*Date *10/12/18*



**NORTH MARIN  
WATER DISTRICT**

# THE WATER LINE

NOVATO'S SERVICE AREA NEWSLETTER • VOLUME 19 ISSUE 41 FALL 2018

## Water Supply Update

*Drew McIntyre, General Manager*

This summer NMWD customers were supplied potable water from the Russian River and Stafford Lake. Recycled water is also being supplied to our large landscape irrigation customers and various commercial cash wash locations in town. The District purchases recycled water from both Novato Sanitary and Las Gallinas Valley Sanitary District's and has recently completed a major expansion in recycled water distribution within Novato (see additional discussion below). All told, recycled water delivery capacity is quickly approaching 30% of Stafford Treatment Plant capacity and directly addresses the District's goal of increasing local control and water supply reliability.

Current water supplies on the Russian River are at good levels going into the winter season. At Stafford Lake, water supply is below average due to last year's rainfall being 75% of average and the lake not reaching full capacity. Through the first 3 months of this fiscal year, water sales are up when compared to the same period last year. We don't know what this year's winter season will bring with respect to rainfall and customers are encouraged to participate in the Water Smart Savings programs outlined within this Water Line.

During fiscal year 2018, the District continued to invest in significant infrastructure projects expending close to \$11M to ensure the reliable delivery of good quality water. A partial listing of the FY18 Capital Improvements Projects for Novato is provided herein. The current cost of water service for a typical Novato customer is still a good value at slightly above the median of 16 comparable urban area retail water agencies.



Stafford Lake

## Fall is Here!

Shorter days and cooler temperatures are here. Remember to turn off or adjust watering times for your irrigation system. As plants slow their growth with the decreasing daylight, they also slow down their water use. Cut back on watering as needed — sometimes by as much one third to one half.

## NMWD's AMI Project is Nearing Completion

*Julie Blue, Auditor/Controller*

NMWD is excited to announce that the Advanced Meter Information (AMI) system deployment program is nearing completion. The deployment project began in March 2018 and by the time this newsletter reaches you, most of the 21,000 meters should be upgraded. NMWD commenced deployment of an AMI system to improve water use efficiency as well as meter reading efficiency, accuracy, and customer service, and the project included meter upgrades for customers throughout NMWD's Novato service territory. With the AMI system, digital meter data is sent securely via radio to NMWD headquarters for billing



purposes. This technology provides early leak detection and enables customers to view water use information online, thereby gaining a better understanding of their water use patterns. As a part of the AMI system, a new online payment and WaterSmart Portal has been developed. We encourage you to "sign-in" on the portal to get acquainted with the system and learn more about your water use. Customers will now have access to hourly water use data and be able to set up alerts for high use and leak events on the WaterSmart Portal. Please visit [www.onlinebiller.com/nmwd](http://www.onlinebiller.com/nmwd) to register. If any customers have issues registering or logging-on to [www.onlinebiller.com/nmwd](http://www.onlinebiller.com/nmwd) or the WaterSmart Portal, please call 415-897-4133 and a staff member can guide you through the process.

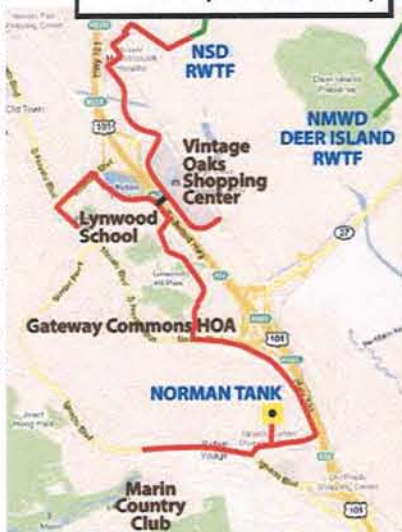
## Recycled Water has Expanded in the Central Area

*Rocky Vogler, Chief Engineer*

NMWD has expanded the recycled water system from Novato Sanitary District's treatment plant into the Central Service Area of Novato. This project serves approximately 40 large landscape customers (including Marin County Club, Novato Community Hospital and Vintage Oaks Shopping Center), as well as three car washes. The project was designed to reach the maximum number of large landscape users and will offset approximately 65 million gallons of potable water per year, helping to conserve potable water supplies for the greater Novato area. Pipeline project construction began November 2016 and was completed at the end of 2017. Onsite irrigation retrofits for the large landscape customers began January 2018 and was completed in September 2018. The project received substantial federal and state grant funding, with the remainder funded by low interest state loans.

For more information on the Recycled Water Expansion Project, please visit [www.nmwd.com](http://www.nmwd.com)

**CENTRAL SERVICE AREA**  
Proposed Recycled Water Sites and Pipeline Routes  
— Existing North Service Area Pipeline  
— Central Service Area Pipeline  
— Hwy 101 Crossing  
NMWD: North Marin Water District  
NSD: Novato Sanitary District  
RWTF: Recycled Water Treatment Facility



## 2018 Strategic Plan

For over 70 years, the District has provided reliable, high quality water at a reasonable cost. The District has long accomplished this mission through careful development of planning documents that provide direction and focus for continued success. True to this history, the Board of Directors adopted the 2018 North Marin Water District Strategic Plan in June of this year. This Strategic Plan is the District's highest level planning document and represents the governing Board's direction for the future as well as the staff's blue print for implementing that vision. The Strategic Plan was developed through a step-by-step process that included recognition of the District's operating environment, the strengths and weaknesses of the organization and anticipated future opportunities and challenges. Important ongoing issues include water supply, quality and reliability, customer engagement/service, aging infrastructure, workforce training/retention, financial stability and emergency planning/resilience. In summary, it is a living document which guides the district for not only today but for the long-term future as well. We encourage you to review this important district resource at [https://www.nmwd.com/pdfs/28\\_NMWD\\_2018.Strat.PlanFinal\\_18.6.14.pdf](https://www.nmwd.com/pdfs/28_NMWD_2018.Strat.PlanFinal_18.6.14.pdf)

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70 Years  
1948 - 2018**

**Pay your bills online at: [www.onlinebiller.com/nmwd](http://www.onlinebiller.com/nmwd)**

# Capital Improvement Project Recap

## Ridge Rd Mainline

### Replacement Project:

Installed 1,400 feet of 8-inch water main in Ridge Road to replace 6-inch pipe that was nearing the end of its useful life. This upsizing project also improved fire flow.



## AMI Project:

Continued work on a multi-year project to deploy an Advanced Meter Information (AMI) system to improve water use efficiency as well as meter reading efficiency, accuracy and customer service.



## Center Road Mainline Replacement Project:

Replaced 1,200 feet of 60+ year old cast iron pipe in Center Road that had a history of multiple breaks due to excessive corrosion.



## San Mateo Tank Rehabilitation Project:

Performed a major rehabilitation project to recoat the interior/exterior of the 5 million gallon San Mateo steel water storage tank and install a new mixing system for improved water quality control.



**NORTH MARIN  
WATER DISTRICT**

999 Rush Creek Place  
PO Box 146  
Novato, CA 94948

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

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This bottom panel will be rotated 180° for the final printed piece

## Water Smart Savings Program

North Marin Water District wants to help customers use water efficiently. That's why we've put all of our water saving promotions under one umbrella. The Water Smart Savings Program encompasses all you need to get started on saving water and saving money. Call (415) 761-8944 for program details or visit [www.nmwd.com](http://www.nmwd.com)

### **Water Smart Home Survey:**

This free service includes thorough indoor and outdoor water efficiency checks.

### **Water Conserving Fixtures:**

Free showerheads, faucet aerators and self-closing hose nozzles are available upon request from time to time.

### **Rainwater Catchment Rebate:**

Rebate for collection and storage of rainwater.

### **High Efficiency Clothes Washer Rebate:**

NMWD offers a rebate to customers when they purchase a qualifying high efficiency clothes washer.

### **Cash for Grass Rebate:**

Get cash for removing irrigated and maintained lawn and replacing it with low water use plants. Pre-qualification required.

### **Water Smart Landscape Rebate:**

Rebates available for water efficient landscape equipment, such as a new drip irrigation system replacing a spray system or a rain shut off device.

### **Smart Controller Rebate:**

A Smart Controller uses weather data and site specific information to automatically adjust run times.

### **High Efficiency Toilet Rebate:**

Customers who replace an old water-guzzling toilet with a high efficiency toilet may be eligible for a rebate.

### **Greywater Rebate:**

Rebate for the reuse of water from washing machine, shower or bathroom sink to water landscape plants.

### **Other Programs:**

Other programs include pool cover rebate, hot water recirculation system rebate and "Lawn Be Gone" sheet mulching program.

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## MEMORANDUM

To: Board of Directors October 12, 2018

From: Rocky Vogler, Chief Engineer *RV*  
Carmela Chandrasekera, Associate Engineer *Amal*

Subject: Notice of Completion for Ridge Road Pipeline Replacement Project (W. R. Forde Associates)

R:\Folders by Job No\7000 jobs\7161 Ridge Rd\BOD Memos\1.7161.00 Notice of Completion BOD memo.doc

**RECOMMENDED ACTION:** Authorize the General Manager to execute and file a Notice of Completion for the Ridge Road Pipeline Replacement project.

**FINANCIAL IMPACT:** None

Pursuant to and in conformance with contract requirements for the Ridge Road Pipeline Replacement project (Ridge Road Pipeline), the contractor (W. R. Forde) has fulfilled their obligations under the contract. Corrections of all work deficiencies and punch list items have been completed. All work performed by W. R. Forde has been inspected by District staff. W. R. Forde completed the work on August 7, 2018.

Per the Contract Documents, W. R. Forde has furnished written notice that the work is complete and that all subcontractors and equipment suppliers have been paid (see Attachment A). W. R. Forde has released the District of all claims. A Notice of Completion is provided as Attachment B which, if approved, will be filed with Marin County on October 17, 2018. Final payment (for monies held in retention) in the amount of \$23,225.00 will be processed for release, on or after November 26, 2018 subject to absence of any additional claims filed during the 30-day notice period.

Project Cost Summary

On April 3, 2018 the Board approved the award of the contract with W. R. Forde for \$464,500 for the Ridge Road Pipeline Replacement Project with a contingency of \$46,500 (10% of contract value). The contingency was not required since the contractor completed the project successfully with no change orders.

The final project cost summary as of October 10, 2018 includes all project costs and is provided as Attachment C. The above project included substantial planning and construction by District staff to ready the project for the contractor. The work included constructing bypass connections to keep the Half Moon Tank supplied with water, high lining which involved erection of temporary piping to supply water to residents during the construction period, and replacement of the piping manifold at the Ridge pump station which was not originally included as part of the pipe replacement project. In addition steel pipe and fittings were pre-purchased by the District and provided to the contractor for installation.

RECOMMENDATION

Authorize the General Manager to execute and file a Notice of Completion for the Ridge Road Pipeline Replacement project.

Approved by GM *[Signature]*

Date *10.12.18*

**CONDITIONAL WAIVER RELEASE  
AND CERTIFICATE OF FINAL PAYMENT**

TO: North Marin Water District (District)

JOB: Ridge Rd Pipeline Replacement

JOB NO: 1 7161.00

CONTRACT DATED: April 25, 2018

**CONTRACTOR:**

W.R. Forde Associates  
984 Hensley St  
Richmond, CA 94801

**DESCRIPTION OF PROJECT:**

Removing and replacing approximately 1,400 feet of existing 6-inch Asbestos Cement Pipe (ACP) with 8-inch welded steel pipe (WSP) together with all appurtenances thereto and all restorations.

**DESCRIPTION OF SITE (LOCATION):**

From approximately 450 Ridge Road to 402 Ridge Road in Novato, CA

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

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

In consideration of the sum of \$ \$23,225.00, as final payment under the contract to be received hereafter within a reasonable time, the undersigned, upon receipt of such final payment, waives and releases and forever discharges the District and the site and property from all claims, stop notices and obligations of every nature arising out of or in connection with the performance of said contract by the undersigned and all amendments thereto except as set forth below.

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

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

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

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

Executed this 10<sup>th</sup> day of October 2018 |

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

W.R. Forde Associates, Inc.  
(Name of Contractor)

By:

Donald Russell  
Printed Name of Signatory

Title:

President

Distribution: Original: Contractor

Copy: Job File

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ATTACHMENT A

**CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT**

**CIVIL CODE § 1189**

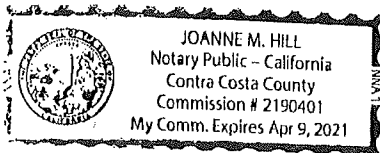
A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California )  
 County of Contra Costa )  
 On Oct. 10, 2018 before me, JOANNE M. Hill, Notary Public,  
 Date Here Insert Name and Title of the Officer  
 personally appeared Donald J. Russell  
 Name(s) of Signer(s)

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.



Signature Joanne M. Hill  
 Signature of Notary Public

Place Notary Seal Above

**OPTIONAL**

Though this section is optional, completing this information can deter alteration of the document or fraudulent reattachment of this form to an unintended document.

**Description of Attached Document**

Title or Type of Document: \_\_\_\_\_  
 Document Date: \_\_\_\_\_ Number of Pages: \_\_\_\_\_  
 Signer(s) Other Than Named Above: \_\_\_\_\_

**Capacity(ies) Claimed by Signer(s)**

Signer's Name: \_\_\_\_\_  
☐ Corporate Officer — Title(s): \_\_\_\_\_  
☐ Partner — ☐ Limited ☐ General  
☐ Individual ☐ Attorney in Fact  
☐ Trustee ☐ Guardian or Conservator  
☐ Other: \_\_\_\_\_  
 Signer Is Representing: \_\_\_\_\_

Signer's Name: \_\_\_\_\_  
☐ Corporate Officer — Title(s): \_\_\_\_\_  
☐ Partner — ☐ Limited ☐ General  
☐ Individual ☐ Attorney in Fact  
☐ Trustee ☐ Guardian or Conservator  
☐ Other: \_\_\_\_\_  
 Signer Is Representing: \_\_\_\_\_

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NORTH MARIN WATER DISTRICT  
NOVATO, CALIFORNIA

NOTICE OF COMPLETION

To:	Marin County Clerk 3501 Civic Center Dr., Rm 234 San Rafael, CA 94903	Date: October 17, 2018 File No.: 1 7161.00 Date of Completion: August 7, 2018
Owner:	North Marin Water District 999 Rush Creek Place Novato, CA 94947	

OWNER'S ESTATE OR INTEREST:  
Easement \_\_\_\_\_ Fee Title   X   Encroachment Permit \_\_\_\_\_  
Other (describe) \_\_\_\_\_

CONTRACTOR:  
  
W.R. Forde Associates  
984 Hensley St.  
Richmond, CA 94801

TITLE OF PROJECT: Ridge Road Pipeline Replacement

DESCRIPTION OF PROJECT: Removing and replacing approximately 1,400 feet of existing 6-inch Asbestos Cement Pipe (ACP) with 8-inch welded steel pipe (WSP) together with all appurtenances thereto and all restorations.

DESCRIPTION OF SITE (LOCATION): Ridge Road, Novato, CA

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

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

\_\_\_\_\_  
Drew McIntyre, General Manager

**VERIFICATION**  
**STATE OF CALIFORNIA )**  
**COUNTY OF MARIN     )**

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

SEAL:

_____
Drew McIntyre, General Manager
_____
Date and Place

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

**NORTH MARIN WATER DISTRICT  
WATER SYSTEM IMPROVEMENTS/SPECIAL PROJECTS  
PROJECT SUMMARY**

COMPLETED BY: D Jackson  
DATE: 3/13/2015

UPDATED BY: Carmela  
DATE: 10/10/2018

SERVICE AREA: ☒ **NOVATO**

☐ **WEST MARIN**

☐ **OCEANA MARIN**

Job No.	Job Title: Pipeline Replacement - Ridge Road								
Facility No.	Facility Type (Pipelines, Pump Stations, etc.): Pipelines								
<b>Description:</b> The installaion of about 1400 feet of 8-inch water main from Ridge Road Pump Station to intersection with Half Moon Road.									
<b>Project Justification:</b> The AC pipeline just uphill of the Ridge Road Pump Station had a failure on August 31, 2014. The 6-inch pipe showed a high level of degradation. Further pipe samples revealed the pipe on Farvue road also showed reduced strength. Due to high pressures on Ridge Road, the factor of safety of the degraded pipe is low. Replacing the pipe in this roadway before additional failures will prevent colateral damage that could occur during a pipe failure. Project Construction in 2018 included additional tasks of providing temporary service and plumbing, repair of pump station plumbing toaddress leak.									
	Baseline Cost Estimate	Initial (3/15)	Updated 12/27/17	Updated 6/18/18	Expended to Date	Baseline Schedule	Start	Finish (Est.)	Finish (Actual)
1	Project Dev.(1)	\$5,000	\$23,000	\$23,000	\$23,000	Project Dev.	7/1/15	12/31/16	12/31/16
2	Design	\$25,000	\$52,000	\$49,000	\$49,000	Design	1/1/17	1/1/18	3/31/18
3	Permitting (CEQA)								
4	Easements								
5	Construction by Contractor	\$231,000	\$341,826	\$464,500	\$464,500	Construction	4/1/18	7/15/18	8/7/18
6	NMWD provided material for contr.(2)			\$67,320	\$67,868				
7	Inspection and Admin (eng)		\$50,000	\$47,443	\$59,304				
8	NMWD non-eng. labor+veh (3)		\$50,000	\$140,000	\$143,878				
9	NMWD material (temp service)			\$13,982	\$15,525				
10	NMWD inv. Material			\$20,734	\$14,265				
11	Const. Admin.	\$3,000							
12	Project Closeout	\$5,000				Closeout	7/15/18	7/31/18	10/10/18
13	SubTotal	\$269,000	\$516,826	\$825,979					
14	Project Contingency (10%)	\$26,900							
	<b>Total</b>	<b>\$295,900</b>	<b>\$568,509</b>	<b>825,979</b>	<b>\$837,340</b>				
Comments: (1) Project Development prior to Dec. 31, 2016 (2) Steel Pipe and Fittings were provided to the contractor 1.7161.01 (3) NMWD construction provided temp service and tied back services after contractor, repair pump station manifold and misc.									

R:\Folders by Job No\7000 jobs\7161 Ridge Rd\Ridge Road Project Summary 12-27-17.xlsx]Project Summary 10-10-18

8

## MEMORANDUM

To: Board of Directors

October 12, 2018

From: Julie Blue, Auditor-Controller *JB*

Subj: Approve Auditor-Controller's Statement of Investment Policy

\\nmwdsrv1\administration\aclword\invest\19\policy memo 2019.docx

**RECOMMENDED ACTION:** Approve the Investment Policy as Presented.**FINANCIAL IMPACT:** None

Following is the District's Statement of Investment Policy which is presented to the Board annually for review. There are no changes proposed in the Investment Policy from that approved by the Board last year:

***NORTH MARIN WATER DISTRICT STATEMENT OF INVESTMENT POLICY***

- 1) Investment of sinking fund or reserve money of the North Marin Water District shall be made in securities in which North Marin Water District is legally empowered to invest such funds in accordance with Section 53601 of the Government Code, taking into consideration the probable income as well as the probable safety of said funds, exercising the judgment and care, under the circumstances then prevailing, which individuals of prudence, discretion and intelligence exercise in the management of their own affairs, not in regard to speculation, but in regard to the permanent disposition of said funds.
- 2) As far as possible, all money shall be deposited for safekeeping in financial institutions insured by the Federal Deposit Insurance Corporation or may be invested as provided in Section 53635 of the Government Code, pertaining to local agency pooled money investments.
- 3) Money may be invested in the Local Agency Investment Fund in accordance with Section 16429.1 of the Government Code.
- 4) A minimum of 20% of the District's investment portfolio shall remain liquid (i.e., in demand deposit accounts or equivalent) at all times. In addition, the weighted average life of the portfolio shall not exceed 2½ years.
- 5) No investments shall be made in financial futures or financial option contracts that are otherwise allowed pursuant to Section 53601.1 of the Government Code.
- 6) Interest earned through investment of the pooled District treasury shall be credited to the various water, sewer, and reserve account funds in direct proportion to their percentage of the total District treasury.
- 7) Accounts shall be maintained in North Marin Water District accounting records to record the reserve and inactive funds invested at all times in accordance with the State Controller's chart of accounts as authorized by Section 53891 of the Government Code.
- 8) Reserve fund account balances shall be maintained separately and shall reflect at all times the balance in each reserve fund in a manner consistent with generally accepted accounting practices.
- 9) Depositories having custody of North Marin Water District funds shall be directed to forward copies of all correspondence concerning North Marin Water District funds to the Auditor-Controller of North Marin Water District. In the Auditor-Controller's absence, the General Manager of the District shall serve as Treasurer. In addition to the Auditor-Controller, the General Manager and a Senior Accountant shall be signatories on all investment accounts maintained by the District. Banking Institutions shall require authorization from two signatories to execute any non-recurring wire transfer.

October 12, 2018

Approved by GM *JB*Date *10/12/18*

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10) Verification that moneys have been on deposit at all times and collateralized in amounts equal to or in excess of funds designated by the Board of Directors as reserve funds shall be made in the annual audit of records.

11) The Auditor-Controller shall render a monthly investment report to the Board.

12) Criteria for selecting investments and the absolute order of priority shall be: (a) safety, (b) liquidity, (c) yield.

13) No more than two-thirds of District deposits in a depository shall be collateralized by non-government guaranteed mortgage backed securities, with the remainder to be backed by government guaranteed mortgage backed securities or non-mortgage backed securities.


14) The Auditor-Controller shall maintain a list of authorized broker/dealers who are approved for investment purposes. All authorized broker/dealers must certify that they have received and read the District's Investment Policy and will follow the guidelines therein, and must submit a copy of their firm's most recent audited financial statement annually. Staff shall investigate broker/dealers who wish to do business with the District to verify their experience with California public sector agencies, verify that they are licensed and in good standing with the California Department of Securities, the Securities and Exchange Commission or other applicable self-regulatory organizations.

#### RECOMMENDATION

Approve the Investment Policy as presented.

9

## MEMORANDUM

To: Board of Directors  
From: Drew McIntyre, General Manager   
Subj: Resolution of Appreciation for David Jackson  
t:\gm\bod misc 2018\jackson memo resolution.docx

October 12, 2018

**RECOMMENDED ACTION:** Board Approve the Resolution of Appreciation to David Jackson

**FINANCIAL IMPACT:** None

David Jackson is retiring on October 31, 2018 after 18 years of employment with the North Marin Water District as an Associate Engineer. Thus it is appropriate to convey appreciation for David's many years of dedicated service to the District and adopt the attached resolution of appreciation.

**RECOMMENDED ACTION:**

Board adopt the resolution of appreciation to David Jackson after many years of employment with the North Marin Water District.

Approved by GM   
Date 10.12.18

**Resolution 18-XX**  
**North Marin Water District**  
Resolution of Appreciation  
To  
**David S. Jackson**

**WHEREAS:**

- Prior to employment with the District, David gained valuable experience working with EBMUD (10 years), US Navy/NAVFAC (2 years), and US Bureau of Reclamation (8 years); and
- David Jackson began employment with the District on December 4, 2000, as an Associate Engineer; and
- During his 18 years of employment with the District, David has made significant contributions to the District's water system including the following projects:
  - BMK Intertie; Recycled Water South; Pacheco Tank CL2 Mixing System; STP Flow Meter/Check Valve; STP Rehab including coordination with Novato Fire on hazardous chemical permitting requirements; GIS Implementation; Center Rd Tank; Palmer Drive Tank; Helped implement new inventory purchasing/tracking system; Hydraulic Modeling (EPANET); Stafford Lake Outlet Tower Rehabilitation, and
- David designed and oversaw construction on a multitude of developer projects including:
  - S. Petaluma Self-Storage; McPhail's Commercial Development; Binford Road Storage; Redwood Landfill Gas to Energy; Valley Memorial Park; Hamilton Nursery; Bio Marin; and
- David has received the following training while employed with the District: CPR-First Aid; Confined Space; Admin Rules for Federal Grants; RW Site Supervisor; AutoCAD; Plat and Subdivision Law; Ethics, Erosion and Sediment Control; Corrosion Control; and
- David possesses a fine "engineering mind" steeped in the ability to find good practical solutions to District infrastructure challenges; and

- On November 1, 2018, David will retire from the District, and his last official day at the District will be October 31, 2018. His expertise, problem-solving and hands-on approach will be greatly missed by those he worked with.

**THEREFORE BE IT RESOLVED:**

That the Board of Directors of North Marin Water District hereby commends and expresses its appreciation to David S. Jackson for many years of dedicated and loyal service, and valued contributions to the District.

**BE IT FURTHER RESOLVED:**

That the Board of Directors, on behalf of the staff, officers and Directors of the North Marin Water District, extend to David Jackson sincere good wishes in his retirement and for many happy productive years filled with all the good things of life.

Dated at Novato, California  
October 16, 2018

---

Rick Fraites, President  
North Marin Water District

I hereby certify that the foregoing is a true and complete copy of a resolution duly and regularly adopted by the Board of Directors of North Marin Water District at a regular meeting of said Board held on the 16<sup>th</sup> day of October by the following vote:

AYES:  
NOES:  
ABSENT:  
ABSTAINED:

---

Theresa Kehoe, Secretary  
North Marin Water District

(SEAL)

10

## MEMORANDUM

To: Board of Directors  
 From: Rocky Vogler, Chief Engineer *RV*  
 Carmela Chandrasekera, Associate Engineer  
 Subject: STP - Coat Concrete Clearwells Project: Reject ERS Bid and Award Contract to Farr Construction

October 12, 2018

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**RECOMMENDED ACTION:**

1. Reject ERS Industrial Services Inc. (ERS) bid based on its inability to perform the work.
2. Approve award of the contract to Farr Construction and authorize the General Manager to execute an agreement with Farr Construction

**FINANCIAL IMPACT:** \$481,400 plus \$25,000 contingency (~5%)

Background

The Stafford Treatment Plant (STP) Coat Concrete Clearwells project consists of coating two clearwells: the Acti-Floc Clearwell and the Finished Clearwell. The Board authorized advertisement for bids on the above referenced project on September 4, 2018. The advertisement date for this project was September 7, 2018 with a bid opening on October 2, 2018. The District advertised the project in the Marin IJ and posted the project on [www.ebidboard.com](http://www.ebidboard.com). Eight (8) contractors, including seven (7) prime contractors, attended the mandatory pre-bid meeting on September 18, 2018. The bid period was for approximately three (3) weeks and included one addendum. Six bids were received, ranging from a low of \$440,477 to a high of \$960,960. The apparent low bidder was ERS of Fremont, California. The bid schedule had a base bid, which was the basis for the selection of the low bidder; no additional bid items were included. A summary of the six bids received is shown below.

	CONTRACTOR	BID
1	ERS Industrial Services Inc., Fremont, CA	\$440,477.00
2	Farr Construction, Sparks, Nevada	\$481,400.00
3	F. D. Thomas Inc., Sacramento, CA	\$498,256.00
4	Murphy Industrial Coatings, Inc., Signal Hill, CA	\$693,939.00
5	Redwood Painting Co. Inc., Pittsburg, CA	\$746,620.00
6	Jeffco Painting & Coating Inc., Vallejo, CA	\$960,960.00

The Engineer's Estimate was \$500,000. The bid variance between the Number 1 and Number 2 low bidders (ERS and Farr) was \$40,923 (for a variance of 9.3%). The bid variance between the Number 2 and Number 3 low bidders (Farr and F.D. Thomas) was \$16,856 (for a variance of 3.5%). The last three bids were substantially higher (variances 44% to 99%) compared to the second low bidder.

### Bid Evaluation

The bids of ERS and Farr Construction (Farr) were reviewed for compliance with bid requirements. The bidders were required to submit 1) manufacturer's letter of approval of the applicator and 2) demonstrate the applicator's qualifications by providing references for five similar projects completed within the last five years of the bid date. Both bidders provided references for five projects. ERS's portion of reference check confirmed satisfactory performance of the 5 projects listed under three agencies. Farr's references were checked and determined positive, and the District's San Mateo Tank coating project was completed satisfactorily by Farr this year. The manufacturer's certification letter submitted by ERS with the bid stated a different agency in the subject line. This formed the basis for the bid protest which is discussed further below. All other bid requirements have been satisfied by both bidders.

### Bid Protest by Farr Construction

The second low bidder, Farr, submitted a bid protest letter on October 5, 2018 (included in **Attachment 1**), within five (5) business days of the October 2, 2018 bid opening as required by the Contract Documents. The letter asserted that ERS's bid was non-responsive. In summary, the primary basis of the protest was that ERS did not submit a valid manufacturer's letter of approval with the bid. Farr also claimed that unless an approved equal alternate material / method of application was proposed by ERS, and approved by the District per the contract documents, Farr would become the lowest responsive bidder.

Farr's bid protest letter was sent to the three lowest bidders as specified in the Contract Documents. Further, as discussed in the District's letter to ERS (**Attachment 2**), District staff further investigated Farr's claim by contacting the coating manufacturer who stated during a telephone conversation that ERS was not certified to apply the coating system in four Bay Area counties, including Marin. In addition, the manufacturer indicated they would not provide ERS with the requisite materials to construct the District's project. After additional consultation with District legal counsel, staff determined that ERS was not able to comply with the contract specification requirements at bid opening and had not provided "substantiating data ... sufficient to demonstrate ... that the specified proposed substitute is equal in quality and utility to" the specified coating material, and believes that ERS would not be able to satisfactorily perform the work.

Therefore, staff's recommendation is to reject ERS's low bid on this basis and award the contract to Farr Construction as the lowest responsible bidder.

### Engineer's Estimate and Project Costs

The Engineer's cost estimate for the coating project was \$500,000. The three lowest bidders were less than the Engineer's estimate. The lowest bidder (ERS) is 11.9% below

Engineer's estimate and the next low bidder (Farr) is 3.7% below Engineer's estimate. An updated project cost summary is provided in **Attachment 3** based on recommended award to Farr Construction.

#### RECOMMENDATION

That the Board:

1. Reject ERS's bid on the basis that it would not be able to satisfactorily perform the work.
2. Approve award of the contract to Farr Construction and authorize the General Manager to execute an agreement with Farr Construction.



## RESOURCE DEVELOPMENT COMPANY

North Marin Water District  
999 Rush Creek Place  
Novato, CA 94945

October 4, 2018

ATTENTION: Rocky Vogler

REFERENCE: Stafford Treatment Plant - Coat Concrete Clearwells  
Contract No. 1 6600.89  
Bid Protest

Dear Mr. Vogler:

As you are aware, Farr Construction California (Farr) dba Resource Development Company was one of six contractors submitting a bid on Tuesday, October 2, 2018 for the above referenced project. This letter is to protest ERS, the apparent low bidder, as non-responsive for the reasons described below.

On Bid Form 00300, Bid Item Checklist, Item 4 states bid must include certification of bidder's experience per 00420 pages 1 - 7. On Page 2 of 00420, it states that the bidder needs to submit manufacturer's letter of approval for applicator. The letter provided by ERS is for a different project. See Attachment A. The approval of the license to apply Ecosystem proprietary gas is not valid in Marin County per the manufacturer's agreement with ERS. Farr submitted the required letter as part of their bid documents and is licensed to apply expansion material on this project. See Attachment B

We understand Specification 9800 1.01 1a 1-2 states as an alternate 'a coating system of 100% solids epoxy surfacing material followed by a topcoat of 100% solids elastomeric polyurethane coating may be accepted **if** demonstrated equivalent'. This is a decision between the awarded responsive bidder, engineer, and the owner. This was not intended to be the only option available.

The intent of the bid was for expansion to be used. This is clarified in Spec Section 9800 1.09 C where it states 'The applicator **shall** be an approved applicator for the expanded material by CO2 gas injection exclusively (Ecosystem Expansion Technology) and the non-expanded material at the time of bid submittal. The responsive bidder must be licensed for the expanded and non-expanded per the Specifications.

Rocky Vogler  
North Marin Water District  
October 4, 2018  
Page 2

ERS was not licensed for Ecosystem Expansion Technology by Enduraflex in Marin County at the time of bid.. Their expansion license is not valid for this project. We would consider this a material item, and therefore their bid should be considered non-responsive.

Farr is licensed per the bid documents and specifications and should be the recommended lowest responsive bidder.

Thank you,



Jeff Farr  
Farr Construction/Resource Development



# Global Eco Technologies, Inc.

"creative solutions for environmental concerns"

2540 Verne Roberts Cir. Antioch, CA 94509  
Telephone: (925) 754-4100 \*\*\* Fax: (925) 757-0853 \*\*\* Web: www.getcoatings.com

ENDURA-FLEX®

ENDURA-TUF®

ECOSYSTEM®

EPM APPLICATION EQUIPMENT

Attachment "A"

TO: ERS Industrial Services

FROM: Scott Hobbs

DATE: 07/16/2018

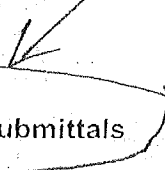
SUBJECT: Ora Loma Sanitary District, Submittals

\* Wrong Project

ATTN: Nicholas Radonich

TIME: 8:30 AM (PDST)

wrong date



To Whom It May Concern:

\* Not Valid in Marin County

This is to confirm that ERS Industrial Services is an approved applicator for Endura-Flex® products to include EF-1988 Elastomeric Polyurethane and holds a current license to use the Ecosystem® proprietary gas expansion technology with experience application crews, to include;

Forman- Nik Radonich

Crew- Alberto Guerra, Antonio Guerra, Gabriel Delgadillo and Julio Diaz

They have demonstrated to Global EcoTechnologies, inc. that they have satisfactory heated plural component proportioning equipment meeting the "Material Conditioning and Equipment Requirements" listed on the specific product data sheet including experienced personnel to operate that equipment satisfactory as required for successful application of the specific Endura-Flex® products.

Global EcoTechnologies, maintains Endura-Flex® material and technical personnel at their Antioch, CA location.

The specified Endura-Flex® 1988 material, is 100% solid with no VOC and is Moca free.

Hopefully this satisfies any questions about this Company as an approved applicator for our products. Should you have other question you are more than welcome to call us.

Sincerely, Scott Hobbs

Attachment "B"



# Global EcoTechnologies, inc.

"creative solutions for environmental concerns"

2540 Verne Roberts Cir. Antioch, CA 94509  
Telephone: (925) 754-4100 \*\*\* Fax: (925) 757-0853 \*\*\* Web: [www.getcoatings.com](http://www.getcoatings.com)

**ENDURA-FLEX®**  
**ENDURA-TUF®**

**ECOSYSTEM®**  
**EPM APPLICATION EQUIPMENT**

**TO: Resource Development Company**

**ATTN: Jeff Farr**

**FROM: Scott Hobbs**

**DATE: 10/1/2018**

**TIME: 3:00PM (PDST)**

**SUBJECT: North Marin Water District**

\*\*\*\*\*

To Whom It May Concern:

This is to confirm that Resource Development Company is an approved applicator for Endura-Flex® products to include EF-1988 Elastomeric Polyurethane and holds a current license to use the Ecosystem® proprietary gas expansion technology with multiple experience application crews, to include;

Forman- Jason Neurenberg

Crew- Jesse Neurenberg

Tom Rancor

Jesse Hale

Scott Ealand

They have demonstrated to Global EcoTechnologies, inc. that they have satisfactory heated plural component proportioning equipment meeting the "Material Conditioning and Equipment Requirements" listed on the specific product data sheet including experienced personnel to operate that equipment satisfactory as required for successful application of the specific Endura-Flex® products.

Hopefully this satisfies any questions about this Company as an approved applicator for our products. Should you have other question you are more than welcome to call us.

Sincerely, Scott Hobbs



**NORTH MARIN  
WATER DISTRICT**

October 10, 2018

999 Rush Creek Place  
P.O. Box 146  
Novato, CA 94948-0146

**PHONE**  
415-897-4133

**EMAIL**  
[info@nmwd.com](mailto:info@nmwd.com)

**WEB**  
[www.nmwd.com](http://www.nmwd.com)

Attention: Randolph W. Radonich  
ERS Industrial Services, Inc.  
2120 Warm Springs Ct.  
Fremont, CA 94539

Re: Stafford Treatment Plant – Coat Concrete Clearwells Project – Bid Protest  
NMWD File 1 6600.89

Dear Mr. Radonich:

The purpose of this letter is to formally acknowledge receipt of a bid protest submitted October 5, 2018 by Resource Development Company (see attached), as well as inform you of North Marin Water District's (NMWD) findings. Bid protests (Specification 00100) as well as substitutions (Specification 00450) are both required to be submitted within five business days from the bid opening date, which was October 2, 2018.

Per the Contract Documents (Specification 00420, B.1; Specification 09800, Part 1.03, H), the applicator must be licensed for the use of Endura-Flex Ecosystem expansion technology. The certification provided by ERS demonstrated the requisite approval for Ora Loma Sanitary District (dated July 16, 2018). Based on subsequent verification by NMWD, the Endura-Flex manufacturer (Global Ecosystem Technologies (GET), Inc.) stated that ERS was not authorized to apply the Ecosystem expanded coating system in Marin County. GET further indicated they would not supply the expanded coating materials to ERS for use on NMWD's project.

Specification 00100, Part 20.0 provides Contractors with the opportunity to propose an alternative coating system. Quoting directly from this specification, *"Bidders wishing to propose substitute "or equal" materials, equipment items, or types of construction shall submit (1) a written request fully and technically describing each proposed item and its intended use, (2) a set of manufacturer's data that shows the comparison between the proposed substitute and the product identified in the Contract Documents, and (3) a sample of the proposed substitute."* NMWD received a written response (see attached) from ERS dated October 8, 2018, which did not meet the requirements of Specification 00100, Part 20.0.

As a result, NMWD staff have determined ERS' bid to be non-responsive, and will recommend that the NMWD Board of Directors reject ERS' bid, and award the project to the second low bidder (Resource Development Company) at the October 16, 2018 Board of Director's meeting.

If you have any questions regarding this matter, please contact me at 415-761-8945.

Sincerely,



Rocky Vogler  
Chief Engineer

Enclosures:

Bid Protest letter Resource Development Company - dated Oct. 4, 2018  
ERS proposed substitution letter - dated October 8, 2018

cc: Jeff Farr  
Resource Development Company  
1050 Linda Way  
Sparks, NV 89431-5598

Stuart Hunter  
F.D. Thomas, Inc.  
200 Harris Ave.  
Sacramento, CA 95838

RV:edm

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**NORTH MARIN WATER DISTRICT  
WATER SYSTEM IMPROVEMENTS/SPECIAL PROJECTS  
PROJECT SUMMARY**

COMPLETED BY: D. Jackson  
DATE: 12/4/2017

UPDATED BY: Carmela Chandrasekera  
DATE: 10/11/2018

SERVICE AREA: ☒ **NOVATO**

☐ **WEST MARIN**

☐ **OCEANA MARIN**

Job No.	1.6600.8	Job Title: Coat Concrete Clearwells, STP								
Facility No. 6600				Facility Type (Pipelines, Pump Stations, etc.): Treatment Plant						
<b>Description:</b>										
Coat STP concrete interior surfaces of the Actifloc clarifier and finished water clearwell. Existing concrete walls and floor are degrading. Coating the baffle walls, interior walls, and floor is included. This project will provide a protective coating to eliminate the degradation of the concrete. Minor coating of ladders and welded steel pipe is also included in the project.										
<b>Project Justification:</b>										
The low PH water is attacking the concrete surfaces and will eventually cause corrosion of the reinforcement and cause structural failure. Providing an impervious coating will protect the structure.										
	<b>Baseline Cost Estimate</b>	<b>Initial</b>	<b>Updated (12/17)</b>	<b>Updated (8 /18 )</b>	<b>Updated 10/18</b>	<b>Expended to Date</b>	<b>Baseline Schedule</b>	<b>Start</b>	<b>Finish (Est.)</b>	<b>Finish (Actual)</b>
1	Project Dev.	\$5,000	\$5,000	\$5,000	\$5,000		Project Dev.	7/1/2017	9/1/2017	
2	Design	\$5,000	\$5,000	\$10,000	\$10,000		Design	1/2/2018	2/15/2018	
3	Permitting (CEQA)	N/A	N/A				Permitting	N/A		
4	Coating Contract	\$457,000	\$521,000	\$500,000	\$481,400		Procurement	10/15/2018	11/15/2018	
5	Inspection		\$26,050	\$30,000	\$30,000		Construction	11/15/2018	3/15/2019	
6							Project Closeout	3/15/2019	4/15/2019	
7										
8										
9										
#	Const. Admin.		\$2,000	\$10,000	\$10,000					
#	Project Closeout		\$1,000	\$2,000	\$2,000					
#	SubTotal	\$467,000	\$560,050	\$557,000	\$538,400					
#	Project Contingency (5%)	\$23,000	\$28,000	\$28,000	\$27,000					
	<b>Total</b>	<b>\$490,000</b>	<b>\$588,000</b>	<b>585,000</b>	<b>565,400</b>					
Comments: 2017: updated coating cost estimate price/sf and included ceiling 2018: Updated based on June 2018 CCI Concrete surface area to coat is reduced (no coating the ceiling per Brelje and Race report), Misc. metal coating added. The difficulty of confined space and disposal of water is considered.										

**11**

## MEMORANDUM

To: Board of Directors

October 12, 2018

From: Robert Clark, Maintenance/Operations Superintendent 

Subj: Approve – Renewal of Grazing Leases – Grossi &amp; Leveroni

t:\aclword\memo\18\grazing agreement renewal 101218.docx

**RECOMMENDED ACTION:** Approve**FINANCIAL IMPACT:** \$2,876 in Annual Grazing Lease Revenue

The two attached grazing leases renew existing agreements for a two year period commencing November 1, 2018. There are a few changes to the agreements, the annual rent amount, the dates and Dominic Grossi will be signatory for Grossi & Sons. The agreements with Grossi and Leveroni originated in 1959. The annual rent amount is determined by reference to the wholesale value of cattle. The value of beef in the Bay Area has increased 7% compared to 2016 when these agreements were last renewed.

Grossi & Sons leases two parcels totaling 119 acres. The single parcel leased by the Leveroni brothers is 27 acres. See attached map.

Since 1978 the District has calculated the value of its grazing property by tying it to the market value of the cattle the property can support. Rental rates are set as a function of the selling price of choice feeder steers (500 – 800 lbs. class). The 2018 rate translates to a lease value of \$22.15 per Animal Unit Month. An AUM is the number of months of grazing a leased parcel will yield in a normal year for a cow with calf. For example, in consultation with Grossi, and based on the USDA "Soil Survey in Marin County", we have agreed that the 119 acres of land he leases can sustain 105 animal months of grazing per year. The calculation is then to multiply \$22.15 times 105 to arrive at the value of the leased property.

The District adopted the AUM method from the East Bay Regional Park District, which manages thousands of acres of grazing land. The AUM method is used by the Federal Bureau of Land Management, and hence is also used by the Point Reyes National Seashore.

**RECOMMENDATION:** Approve renewal of the grazing lease agreements with George Grossi (2 parcels totaling 119 acres) and David & Robert Leveroni (1 parcel totaling 27 acres).

Dec 01, 2014 - 2:10pm 10.1.2014 (25) / preparation / verified grazing lease parcels with conflicting users: none



## GRAZING AGREEMENT

THIS AGREEMENT, by and between NORTH MARIN WATER DISTRICT, a public corporation, hereinafter referred to as "Lessor," and DOMINIC GROSSI & SON DAIRY, hereinafter referred to as "Lessee."

### WITNESSETH:

**WHEREAS**, Lessor is the owner of various parcels of land in the vicinity of Stafford Lake shown on the attached map which is made part hereof and described as follows:

**Parcel No. 2 (portion of AP 125-090-07):** Approximately eighty-eight (88) acres of land lying easterly of Stafford Lake and south of Lessor's treatment plant, which land borders but does not include the lands leased by Indian Valley Golf Club, Inc.;

**Parcel No. 3 (portion of AP 121-110-34):** Approximately thirty-one (31) acres of land lying north of Vineyard Road between the northeast corner of the horse ranch and the point where Vineyard Road exits the watershed;

**WHEREAS**, the parties desire to enter into a grazing agreement concerning said property,

### NOW, THEREFORE, IT IS MUTUALLY AGREED AS FOLLOWS:

1. **GRAZING PERIOD.** In consideration of the payment of the rent hereinafter specified and except as provided in paragraph 9 hereof, Lessee shall have the exclusive grazing rights of the said property for the period commencing November 1, 2018, through October 31, 2020, to graze cattle. Lessee agrees, however, not to graze any animals on the described property during the period between November 15 or first heavy rainfall as determined solely by the Lessor, whichever shall first occur, and the following April 1 or such earlier or later date as determined and authorized by the Lessor in the event of a dry or wet spring.
2. **ANIMAL UNIT MONTHS.** In normal rainfall years and following good range management practices to maintain a healthy stand of grass, avoiding overgrazing which could result in unsightly soil erosion, or other practices which may adversely impact lake water quality, the parties agree Parcels No. 2 and No. 3 can sustain approximately 105 animal months of grazing per year. An animal month of grazing is based on the amount of food required by a 1,000-pound cow.
3. **RENT.** Lessee shall pay in advance on the 1st day of February of each year rent for Parcels No. 2 and No. 3 in accordance with the following formula:

Annual Rent = animal months of grazing \$21.95 per animal month

Annual Rent = 105 x \$21.95 = \$2,305.00

Under conditions such as insufficient rainfall that would result in poor grass yield or range management practices on the part of Lessee which would result in overgrazing, at the sole discretion of Lessor, the animal months of grazing may be decreased and Lessee will be reimbursed for such decrease at the rate of \$21.95 per animal month.

4. **RANGE MANAGEMENT.** The Lessee agrees to follow good range management practices to maintain a healthy stand of grass, avoiding overgrazing which could result in soil erosion or other practices which may adversely impact lake water quality. The parties shall mutually agree on activities to be conducted and any decrease in actual animal unit months resulting from these activities will be reimbursed to the Lessee. Lessee agrees to maintain a log of animal use on each parcel using forms provided by the Lessor and provide this information on a quarterly basis.
5. **FENCE MAINTENANCE.** Lessee agrees to maintain, at his own cost and expense, all existing fences surrounding all leased parcels and any new fencing installed at lessor's expense that may be constructed to better manage the grazing and/or protect the District watershed lands.
6. **EARLY TERMINATION.** Lessor reserves the right to terminate this agreement at any time during the term thereof upon thirty (30) days written notice to Lessee. Upon the effective date of such termination Lessor shall return on a prorata basis all prepaid rent.
7. **GRAZING ONLY, NO HORSES.** Lessee agrees that his use of the above-described real property shall be limited solely to grazing of cattle and that Lessee will not graze horses on the property.
8. **RESPONSIBILITY FOR DAMAGE.** Lessor shall not be liable for any damage to any person or property occurring on the demised premises from any cause whatever. Lessee shall hold the Lessor harmless from any such liability or claim of liability. Should it become necessary for the District to defend itself against any claims asserted, Lessee will reimburse Lessor for reasonable attorney's fees and all other costs thus incurred.
9. **PUBLIC ACCESS.** Lessee agrees to permit public access through the property through which Marin County Open Space has maintained trails, provided self closing type gates satisfactory to the Lessee are installed and maintained by the County of Marin Open Space District and provided further, notwithstanding the provisions of paragraph 8 hereof, that Lessee shall in no way be held liable by Lessor for any damage to any person or property occurring on the demised premises by hikers, horses or horse riders utilizing said public trail. In such event the parties shall mutually agree on fencing requirements, if any.
10. **POSSESSORY INTEREST.** Lessee acknowledges that he has been informed that under Section 107 of the Revenue and Taxation Code of the State of California the Marin County Assessor is required to place a value on all possessory interest. Possessory interest is defined as the right of a private taxable person or entity to use property owned by a tax-exempt agency for private purposes. A possessory interest will, therefore, be levied by the County Assessor on the leased premises against the Lessee as of the lien date, which is March 1 of each year. Any possessory interest tax so levied shall be paid by Lessee.
11. **INSURANCE.** Lessee shall procure and maintain for the duration of this agreement insurance against claims for injuries to persons or damage to property that may arise from or in connection with the grazing of animals by Lessee, its agents, representatives, employees or subcontractors. Coverage shall be at least as broad as: Farmers Comprehensive Personal Liability Insurance in an amount not less than one million dollars (\$1,000,000.00) combined single limit per occurrence for bodily injury, personal injury and property damage; and Workers' Compensation Insurance in the amount required by the labor code of the State of California. The liability policy is to contain, or be endorsed to contain, the following provisions:

- a) The District, its officials, employees and volunteers are to be covered as insured as respects liability arising out of activities performed by or on behalf of Lessee.
- b) Lessee's insurance coverage shall be primary as respects the District, its officials, employees and volunteers. Any insurance or self-insurance maintained by the District, its officials, employees or volunteers shall be excess of Lessee's insurance and shall not contribute with it.
- c) Coverage shall state that Lessee's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limit of the insurer's liability.
- d) The Insurer shall not cancel the insured's coverage without first providing thirty (30) days prior written notice by certified mail to the District.

Lessee shall furnish the Lessor with certificates of insurance and with an original endorsement affecting coverage required under this agreement. The certificates and endorsements for each policy are to be signed by a person authorized by that insurer to bind coverage on its behalf. The certificates and endorsements are to be received and approved by the Lessor before grazing commences.

IN WITNESS WHEREOF, the parties have executed this agreement on the dates shown below.

ATTEST:

NORTH MARIN WATER DISTRICT

\_\_\_\_\_  
Secretary  
(SEAL)

\_\_\_\_\_  
Rick Fraites, President      Date

DOMINIC GROSSI & SON DAIRY

\_\_\_\_\_  
Dominic Grossi      Date

## GRAZING AGREEMENT

THIS AGREEMENT, by and between NORTH MARIN WATER DISTRICT, a public corporation, hereinafter referred to as "Lessor," and DAVID LEVERONI, III and ROBERT LEVERONI, hereinafter referred to as "Lessee."

### WITNESSETH:

**WHEREAS**, Lessor is the owner of various parcels of land in the vicinity of Stafford Lake shown on the attached map which is made part hereof and described as follows:

**Parcel No. 4 (portion of AP 125-090-25):**

Approximately twenty-seven (27) acres of land comprising the easterly portion of the forty-three acre parcel owned by the Lessor north of Novato Boulevard; and

**WHEREAS**, the parties desire to enter into a grazing agreement concerning said property,

### NOW, THEREFORE, IT IS MUTUALLY AGREED AS FOLLOWS:

1. **GRAZING PERIOD.** In consideration of the payment of the rent hereinafter specified, Lessee shall have the exclusive grazing rights of the said property for the period commencing November 1, 2018 through October 31, 2020, to graze cattle. Lessee agrees, however, not to graze any animals on the described property during the period between November 15 or first heavy rainfall as determined solely by the Lessor, whichever shall first occur, and the following April 1 or such earlier or later date as determined and authorized by the Lessor in the event of a dry or wet spring.
2. **ANIMAL UNIT MONTHS.** In normal rainfall years and following good range management practices to maintain a healthy stand of grass thus avoiding overgrazing which could result in soil erosion, or other practices which may adversely impact lake water quality, the parties agree that Parcel No. 4 can sustain approximately 26 animal months of grazing per year. An animal month of grazing is based on the amount of food required by a 1,000-pound cow.
3. **RENT.** Lessee shall pay in advance on the first day of February of each year rent for Parcel No. 4 in accordance with the following formula:

$$\begin{aligned}\text{Annual Rent} &= \text{animal months of grazing} \times \$21.95 \text{ per animal month} \\ \text{Annual Rent} &= 26 \times \$21.95 = \$571.00\end{aligned}$$

Under conditions such as insufficient rainfall that would result in poor grass yield or range management practices on the part of Lessee which would result in overgrazing, at the sole discretion of Lessor, the animal months of grazing may be decreased and Lessee will be reimbursed for such decrease at the rate of \$21.95 per animal month.

4. **RANGE MANAGEMENT.** The Lessee agrees to follow good range management practices to maintain a healthy stand of grass, avoiding overgrazing which could result in soil erosion or other practices which may adversely impact lake water quality. The parties shall mutually agree on activities to be conducted and any decrease in actual animal unit months resulting from these activities will be reimbursed to the Lessee. Lessee agrees to maintain a log of animal use on each parcel using forms provided by the Lessor and provide this information on a quarterly basis.
5. **FENCE MAINTENANCE** Lessee agrees to maintain, at his own cost and expense, all fences surrounding all leased parcels.
6. **EARLY TERMINATION** Lessor reserves the right to terminate this agreement at any time during the term thereof upon thirty (30) days written notice to Lessee. Upon the effective date of such termination Lessor shall return on a prorata basis all prepaid rent.
7. **GRAZING ONLY, NO HORSES.** Lessee agrees that his use of the above-described real property shall be limited solely to grazing of cattle and that Lessee will not graze horses on the property.
8. **RESPONSIBILITY FOR DAMAGE.** Lessor shall not be liable for any damage to any person or property occurring on the demised premises from any cause whatever. Lessee shall hold the Lessor harmless from any such liability or claim of liability. Should it become necessary for the District to defend itself against any claims asserted, Lessee will reimburse Lessor for reasonable attorney's fees and all other costs thus incurred. Neither party shall be held liable by the other for any damage to persons or property caused by third parties trespassing on the demised property.
9. **POSSESSORY INTEREST.** Lessee acknowledges that he has been informed that under Section 107 of the Revenue and Taxation Code of the State of California the Marin County Assessor is required to place a value on all possessory interest. Possessory interest is defined as the right of a private taxable person or entity to use property owned by a tax-exempt agency for private purposes. A possessory interest will, therefore, be levied by the County Assessor on the leased premises against the Lessee as of the lien date, which is March 1 of each year. Any possessory interest tax so levied shall be paid by Lessee.
10. **INSURANCE.** Lessee shall procure and maintain for the duration of this agreement insurance against claims for injuries to persons or damage to property that may arise from or in connection with the grazing of animals by Lessee, its agents, representatives, employees or subcontractors. Coverage shall be at least as broad as: Farmers Comprehensive Personal Liability Insurance in an amount not less than one million dollars (\$1,000,000.00) combined single limit per occurrence for bodily injury, personal injury and property damage; and Workers' Compensation Insurance in the amount required by the labor code of the State of California. The liability policy is to contain, or be endorsed to contain, the following provisions:
  - a) The District, its officials, employees and volunteers are to be covered as insured as respects liability arising out of activities performed by or on behalf of Lessee.

b) Lessee's insurance coverage shall be primary as respects the District, its officials, employees and volunteers. Any insurance or self-insurance maintained by the District, its officials, employees or volunteers shall be excess of Lessee's insurance and shall not contribute with it.

c) Coverage shall state that Lessee's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limit of the insurer's liability.

d) The Insurer shall not cancel the insured's coverage without first providing thirty (30) days prior written notice by certified mail to the District.

Lessee shall furnish the Lessor with certificates of insurance and with an original endorsement affecting coverage required under this agreement. The certificates and endorsements for each policy are to be signed by a person authorized by that insurer to bind coverage on its behalf. The certificates and endorsements are to be received and approved by the Lessor before grazing commences.

IN WITNESS WHEREOF, the parties have executed this agreement on the date shown below.

ATTEST:

NORTH MARIN WATER DISTRICT

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Rick Fraites, President      Date

\_\_\_\_\_  
Robert Leveroni      Date

\_\_\_\_\_  
David Leveroni, III      Date

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## MEMORANDUM

October 12, 2018

To: Board of Directors

From: Drew McIntyre, General Manager *DM*

Subject: Second Review- Draft Vandalism and Graffiti Reward for Information Policy

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Attached for your additional review is a draft District Vandalism and Graffiti Reward for Information Policy (Attachment 1). This policy has been prepared at the request of the Board to encourage the public to report and prevent acts of vandalism and graffiti to District property or facilities. The draft policy has received a thorough review internally and has been reviewed by District legal counsel.

During initial review at the October 2 Board meeting, there was a discussion about what language to use on District signs to prevent trespassing and vandalism. I have confirmed with Mr. McGill, Novato Chief of Police that it is a legal requirement that the signs must say "No Trespassing-violators subject to prosecution per 602 P.C" if the District wants the Police Department (or the Marin County Sheriff Dept.) to enforce trespassing. Samples of current District signs are provided in Attachment 2. Staff requests comments from the Board at this time. If there is a consensus to move forward with this policy it will be agendized for approval at a later meeting.

## **DRAFT**

### **NORTH MARIN WATER DISTRICT**

#### **POLICY: VANDALISM AND GRAFFITI REWARD FOR INFORMATION**

**POLICY NUMBER: 49**

Original Date: October XX, 2018

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### **1.0 PURPOSE**

District properties and facilities are often located in remote areas, or areas subject to frequent vandalism and graffiti. Vandalism and graffiti incidents can be costly both in terms of ratepayer monies to repair or clean and may result in the loss of potable water supply to ensure protection of the public health and safety. The Board of Directors has authorized this policy to encourage the public to report and prevent acts of vandalism and graffiti to District Property which serves a legitimate public purpose to protect public property and facilities from vandalism and graffiti damage.

### **2.0 POLICY**

A reward of up to \$1,000 per incident to members of the public supplying information which results in the successful prosecution of a person or persons responsible for jeopardizing water quality or damaging District property and facilities via acts of vandalism or graffiti. In the event of a major act of vandalism the District Board of Directors may, consistent with this policy, increase the amount of reward offered to an amount up to \$5,000.

Any person or persons providing information must be aware that they may be required to make a formal statement to the applicable law enforcement agency and/or appear in court to give evidence. As such, strict confidentiality of the personal information of a claimant pursuant to this policy is not guaranteed by District.

### **3.0 ELIGIBILITY FOR REWARD**

Information relating to damage to District property or facilities, including acts of vandalism, graffiti, or any other intentional damage may be eligible, subject to the following conditions.

- The following must each be true:
  - the vandalism or graffiti must have been reported to police by District; and
  - the information supplied must lead to the police taking legal action against the offender; and
  - the offender must be convicted of an offense connected to the relevant act of vandalism reported by the person seeking the reward.

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- District will not accept or consider claims in which the person making the claim is also the identified offender.
- Any person or persons associated with the criminal offense are ineligible for any reward pursuant to this program.
- Anonymously provided information is ineligible for participation in this program.
- District Board members, District staff, law enforcement officers, security services personnel, or family members of these listed groups are not eligible to participate.

### **4.0 LEGAL ACTION REQUIRED**

Legal actions for the purpose of this policy include:

- A criminal proceeding initiated by the appropriate law enforcement agency resulting in a conviction, finding of guilt, or a guilty or no-contest plea to charges directly related to the damage or vandalism of any District property or facilities.
- Administration of a recognized juvenile offender program, recognized within the District service area, where a person under the age of 18 has admitted guilt in relation to the damage or vandalism of any District property or facilities.

### **5.0 NO LEGAL ACTION TAKEN**

Law enforcement makes decisions on the investigation of offenses based on available information. If the appropriate law enforcement agency decides not to investigate or pursue charges related to any incident of vandalism or graffiti, or a district attorney declines to prosecute a particular incident, the reward will not be payable, unless the offense was committed by a juvenile offender who enters a juvenile offender program as noted above.

### **6.0 CONFIDENTIALITY AND ANONYMOUS REPORTS**

Unless required to do so by law, including but not limited to the California Public Records Act (California Government Code section 6250 et seq.) the District will not release to any third party the name(s) or contact details of any person or persons reporting information to District, except in cooperation with law enforcement or to verify the information provided on the claim form with law enforcement. Interaction with law enforcement will be bound by the policies and procedures of the entity. By authorizing this policy, the Board of Directors of the District expressly find, pursuant to Government Code section 6255, that the public interest in the non-disclosure of the names or contact details of persons reporting information to District substantially outweighs any public interest

## DRAFT

in the disclosure of said information. Anonymous reports are not eligible to participate in the reward program.

### **7.0 APPLICATION FOR REWARD**

A completed "Vandalism – Reward for Information Form" must be submitted to the District providing details and description of the vandalism or graffiti incident, as well as certain personal details of the person or persons submitting the form to allow District to verify the claim submittal. The form will be prepared by District staff and reviewed periodically for compliance with this policy and any applicable federal, state, or local laws and ordinances.

District will issue payment of a reward in strict accordance with this policy.

The amount of any reward will be determined by District staff or the District Board of Directors based on the information provided, its value to the law enforcement actions taken, and with consideration of the damage or vandalism incident and its impacts on District property or facilities.

District will advise a claimant of the determination by District staff or the Board of Directors should the claim be rejected for payment.



ALL FACILITIES HAVE THIS SIGN.



AT TANK SITE FOR FALL HAZARD.



RECYCLED WATER FACILITIES



AT PUMP STATIONS



AT FACILITIES WITH CAMERAS



ON THE WATERSHED



ON THE DAM



ON THE WATERSHED

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\*DRAFT Minutes of Technical Advisory Committee  
35 Stony Point Road, Santa Rosa, California  
October 1, 2018

Attendees: Jennifer Burke, City of Santa Rosa  
Ben Horenstein, City of Santa Rosa  
Easter Ledesma, City of Santa Rosa  
Craig Scott, City of Cotati  
Paul Piazza, Town of Windsor  
Vanessa Garrett, City of Rohnert Park  
Mary Grace Pawson, City of Rohnert Park  
Colleen Ferguson, City of Sonoma  
Kent Carothers, City of Petaluma  
Drew McIntyre, North Marin Water District  
Rocky Vogler, North Marin Water District  
Mike Ban, Marin Municipal Water District  
Dan Muelrath, Valley of the Moon Water District  
Grant Davis, SCWA  
Pam Jeane, SCWA  
Michael Thompson, SCWA  
Barry Dugan, SCWA  
Brad Sherwood, SCWA

Public Attendees: David Keller, FOER  
Brenda Adelman, RRWPC  
Margaret DiGenova, California America Water

1. Check-in  
Drew McIntyre, TAC Chair, called the meeting to order at 9:07 a.m.
2. Public Comments  
No public comments
3. Sonoma County Water Saving Partnership
  - a. Water Production Relative to 2013 Benchmark  
Drew McIntyre- referred to agenda packet and provided a recap of 2018 Water production versus the 2013 Benchmark. The Partnership, through 8 months of the 2018 calendar year is 16% below the 2013 State Benchmark.
  - b. State's Long-Term Water Conservation Framework Update  
Drew McIntyre provided an update on North Marin Water District's recent discussions with DWR – DWR finished first pilot program with City of Santa Rosa and Padre Dam. First pilot didn't go as well as DWR had hoped. DWR is starting again with two different agencies for second pilot working with NMWD and most likely Rancho California. DWR wants to finish this second pilot program in early 2019. Jennifer Burke, Deputy Director Water and Engineering Resources- recapped from City of Santa Rosa-biggest difference was initially starting program prior to legislation being approved. DWR was initially looking at service area wide budget and didn't get down to the fine detail of parcel level data. Santa Rosa asked for parcel level but DWR did not go to that level. Jennifer stated she feels it will be a tough lift for DWR to finish their work within the required timeframe.

c. Call for 2019 Eco-Friendly Garden Tour Sites

Drew McIntyre –Partnership sent email out announcing the date of 2019 Garden Tour, Saturday May 4, 2019. Partnership is looking for potential gardens to add on to the list for 2019. Eighteen gardens were on the tour last year, looking for at least 18 gardens if not more.

4. Water Supply Conditions

Pam Jeane, SCWA- water supply levels are good with Lake Mendocino at 92% of target storage and Lake Sonoma at 80% of total water supply pool. As of June 1, operating under Dry Water Year conditions.

5. Biological Opinion Status Update

Pam Jeane referred to the Russian River Biological Opinion Update-October 2018

- Fish Flow Project- drafting responses and clarifying comments on the Water Quality Chapter outreach component. Developing more user/public friendly outreach material to help the public understand what is and is not part of the project. Jessica Martini-Lamb is working on a new schedule and will present at the WAC/TAC meeting in November 2018
- Dry Creek Habitat Enhancement Project- construction for 2018 is wrapping up in two separate reaches of Dry Creek. Reach 4A is being managed by the Army Corps of Engineers and Reach 14 is being managed by the Agency.
- Fish Monitoring- recently completed surveys in main stem Dry Creek. Surveys are used to estimate the number of steelhead juveniles in Dry Creek. Young coho were observed in eight of the nine sections sampled. Surveys for adult salmon and steelhead and their redds will begin throughout the Russian River basin as soon as seasonal rain allows access to spawning habitat or adult migrants. Video cameras have been installed in the fish ladders at the Mirabel inflatable dam to count Chinook, steelhead, and coho that return to Russian River to spawn. To date, no adult salmonids observed but typically there are few adult salmonids this time of year at Russian River.
- Russian River Estuary Management Project- the 2018 season began May 15. Staff are working on data analysis and preparation of reports for the prior year management season. The 2018 Outlet Channel Management Plan is final and available on the Sonoma Water website. The Russian River Estuary has closed as a result of formation of a barrier beach once in January 2018 and has remained open to date.
- Interim Flow Changes- On May 1 the water supply condition changed from *Dry* to *Normal*. On June 1, conditions changed back to *Dry*. A petition was not filed this year.

6. Potter Valley Project Relicensing Update- Pam Jeane, PG&E is continuing to work through study plans approved last year. They are a little behind schedule due to Ranch fire but expect to catch up. Studies are supposed to be completed within two years. PG&E's Draft Licensing Application is due November 2019, final license application is due April 2020. The consultants mentioned studies will likely continue after license application is submitted to FERC.

Congressman Huffman's Potter Valley Project Ad Hoc Committee Update – Technical Working Groups, focused on fish passage and water supply, continue to meet and provide reports to the Ad Hoc Committee. The Water Supply TWG believes they can be done by the end of the year, but the Fish Passage TWG might need more time. More information is available at [www.pottervalleyproject.org](http://www.pottervalleyproject.org).

PG&E PVP auction kicked off in September. PG&E sent marketing materials, ads in papers. All interested parties will be required to sign a non-disclosure agreement to obtain more information from PG&E. The auction process duration is expected to last 18-months.

13. Items for next agenda (WAC/TAC Meeting November 5, 2018)  
Dry Creek Construction Milestone Schedule Update  
Fish Flow DEIR Milestone Schedule Update  
Post October 2017 Fire Event Update

14. Check out  
Meeting adjourned at 9:42am.

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## North Bay Watershed Association

Board Meeting Notice

### October 5, 2018

9:30 am– 12:30 pm  
Petaluma Community Center  
320 N. McDowell Blvd.  
Petaluma, CA 94954

#### Next Meeting

November 2nd, 2018  
9:30 am – 12:30 pm  
Marin Municipal  
Water District  
220 Nellen Ave.  
Corte Madera, CA  
94925

NOTE SPECIAL THREE HOUR  
MEETING FOR STRATEGIC  
PLANNING SESSION

## Board Meeting Agenda

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- |  |              |
|--|--------------|
| <b>1. Call to Order</b><br><i>Jack Gibson, Chair</i>   | 9:30 am      |
| <b>2. Public Comment</b>   |              |
| <b>3. Approval of Agenda</b><br><i>Approve</i>   | 1 min.       |
| <b>4. Approval of Minutes</b><br><i>Approve</i>  | 1 min.       |
| <b>5. Treasure's Report</b><br><i>Approve</i>  | 1 min.       |
| <br><b>6. NBWA's Strategic Plan Process</b><br><b>Introduction and Group Input</b><br><i>Lori Lewis, Sen. Consultant.</i><br><i>Chaordic Balance</i> | <br>9:45 am  |
| <br><b>7. Items of Interest</b><br><i>Description</i>  | <br>12:25 pm |
| <br><b>8. Next Agenda</b><br><i>Part II Strategic Plan</i>   |              |

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**DISBURSEMENTS - DATED OCTOBER 4, 2018**

Date Prepared 10/2/18



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 & Pt Reyes)	\$895.00
2	Amazon/Genuine-Hardware	Concrete Mixing Tarps (6) (\$304), Road Pavement Markers (10) (\$38), Floor Mats ('18 Dodge Ram) (\$76), Light Bar ('15 Ford Escape) (\$217) & Key Scan Access Cards (500) (\$75)	709.89
3	Arrow Benefits Group	September Dental Admin Fee	299.45
4	Association of State Dam Safety Officials	Membership Renewal (Vogler) (10/18-9/19)	55.00
5	AT&T	Sept Internet Connection for P RTP	75.75
6	AT&T	Leased Lines	66.22
7	AT&T	Telephone (\$62), Fax (\$74), Data (\$269) & Leased Lines (\$189)	594.85
8		Cafeteria Plan Reimbursement	416.66
9	Bay Alarm	Quarterly STP Fire Alarm Monitoring Fee (10/18-1/19)	338.19
10	Bryson, Larry	Novato "Toilet Rebate" Program	100.00
11	CDW-Government	Trend Renewal Licenses	1,090.80
12	Susan N. Dove	Exp Reimb: Office Supplies	32.73
13	Fauss, Dennis	Liability Claim-Center Road Vehicle Damage	508.47
14	Ferguson Waterworks	1" Register	699.30
15	GHD	Prog Pymt#7: Crest Pump Station (\$1,088) & Oceana Marin (\$1,664) (Balance Remaining on Contract \$49,693)	2,751.50
16	Glaser, Philip & Shantao	Refund Overpayment on Closed Account	76.70
17	Golden Gate Petroleum	Gasoline (\$3.23/gal)	2,489.91

Seq	Payable To	For	Amount
18	Grainger	Knobs for Equipment (10), Bins for Small Parts on Vehicles (12) (\$190), Bulbs for STP VP #1, Digging Bar, Shovels (2) & Manhole Cover Hook	475.40
19	Hicks, Steven W.	Refund - Non NMWD Customer	402.32
20	Home Depot	20 Volt Combo Kit	758.42
21	Kaiser Foundation Health Plan	DMV/DOT Physical (Joe Corda)	115.00
22		Vision Reimbursement	99.98
23	Kosior, Florence	Novato "Toilet Rebate" Program	100.00
24	Marin, County of, Radio Shop	Install NMWD Provided Mobile Radio, Speaker, Antenna & Misc Shop Supplies	754.65
25		Vision Reimbursement	104.00
26	Office Depot	Hand Held Labeler & Tape	91.30
27	Pace Supply	Couplings (8) (\$1,009) & Fire Hydrant Extension & Rod	1,351.44
28	Pape Machinery	Lever for '91 Loader (2) & Adjust Engine Valves (\$433)	824.93
29	Parker, Donna	Novato "Toilet Rebate" Program	100.00
30	NMWD Petty Cash	Magnets, Safety Bucks & Safety Snacks,	87.41
31	Pumping Solutions	Flat Top Pressure Damper (STP)	276.77
32	Radvany, Gary	Novato "Toilet Rebate" Program	100.00
33	Dean Raffaini & Debbie Brown	Novato "Toilet Rebate" Program	200.00
34	R & B	Nut & Gasket Kits (12) & 16" Coupling (\$2,398)	2,532.61
35		Cafeteria Plan Reimbursement	208.33
36	Sequoia Safety Supply	Brief Relief Urine Bags (100) (\$259), Ear Plugs, Safety Gloves (48) & Safety Vest	493.76
37	Staples Business Credit	Office Supplies	965.09
38	Streakwave Wireless	Radios for Communication Upgrade (2)	178.42
39	Syar Industries	Asphalt (6 tons)	918.31

Seq	Payable To	For	Amount
40	Thatcher of California	Ferric Chloride (9 dry tons) (STP)	5,165.79
41	Troia, Jennifer & John	Claim Damages - 824 Albatross. Tree Removal & Misc Damages	2,287.00
42	Tuff Shed	10' X 12' Shed for Water Conservation Storage	4,981.47
43	Univar	Sodium Hypochlorite (200 gals) (STP)	447.71
44	USA BlueBook	Repair Kit for STP Chlorine Dioxide Generator, Ammonium Hydroxide & pH Buffers (2) (STP)	654.44
45	VWR International	Bio Waste Bags (2), Safety Gloves (2,000) & Potassium Hydroxide (Lab)	326.37
46	Wharton, Pat	Novato "Toilet Rebate" Program	100.00
47	Winzer	Nuts, Bolts & Connectors	344.50
		<b>TOTAL DISBURSEMENTS</b>	<b><u>\$36,645.84</u></b>

The foregoing payroll and accounts payable vouchers totaling \$36,645.84 are hereby approved and authorized for payment.

	10/2/18
Auditor-Controller	Date
	10.2.18
General Manager	Date

# **DISBURSEMENTS - DATED OCTOBER 11, 2018**

Date Prepared 10/9/18

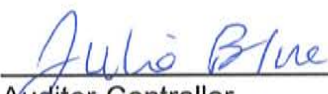

The following demands made against the District are listed for approval and authorization for payment in accordance with Section 31302 of the California Water Code, being a part of the California Water District Law:

Seq	Payable To	For	Amount
P/R*	Employees	Net Payroll PPE 9/30/18	\$143,242.49
EFT*	Internal Revenue Service	Federal & FICA Taxes PPE 9/30/18	57,129.13
EFT*	State of California	State Taxes & SDI PPE 9/30/18	11,918.47
EFT*	CalPERS	Pension Contribution PPE 9/30/18	34,670.73
EFT*	CalPERs	October Health Insurance Premium (Employees \$49,969, Retirees \$11,855 & Employee Contribution \$9,180)	71,004.65
*90098	US Bank Card	Office Phones for Field Serv Reps (3) (\$394), Job Posting for Asst Engineer (\$350), Internet Licensing Fee (\$100), Birthday Lunches (\$207), Safe Key (\$27), ACWA Conference Expenses: Hotel (\$180), Airfare (\$297), Bid Opening Ad for STP Coat Concrete Clearwells Project (\$391) & Wench Block Repair (\$1,394)	\$3,339.58
1	Alpha Analytical Labs	Lab Testing (Novato)	150.00
2	Athens Administrators	October Workers Compensation Admin Fee	1,000.00
3	Automation Direct	C-More Screen & PLC Communication Cable (Inverness Park P/S)	376.00
4	AWWA CA-NV SEC	Lab Analyst Renewal Grade 3 (Reischmann) (Budget \$60) (9/18-9/19)	55.00
5	Bio-Acoustical	Annual Hearing Tests (28)	665.00
6	DataTree	Sept Subscription to Parcel Data Information	100.00
7	DB Claims Services Group	August Professional Service	224.00
8	Dell Computers	Replacement PC for Lab Instrument	1,000.21
9	Direct Line	Sept Telephone Answering Service	329.28
10	Evoqua Water Technologies	Service on Lab Deionization System	242.73
11	Fisher Scientific	Pipets (36) & Buret Fillers (2) (Lab)	348.41

Seq	Payable To	For	Amount
12	Friedman's Home Improvement	Sump Pump Hoses (2)	84.53
13	Golden Gate Petroleum	Gasoline (\$3.20/gal) & Diesel (\$3.45/gal)	4,518.99
14	Grainger	Knee Boots (Ielmorini), Bump Gas (3 Liters) (\$172), PVC Ball Valves (4), Flanges (8), Fuel Cylinder & Brazing Torch	579.84
15	Jordan, Candice	Novato "Toilet Rebate" Program	100.00
16	Lincoln Life Employer	Deferred Compensation PPE 9/30/18	11,890.60
17	Marin Landscape Materials	Mulch (2 yds)	112.84
18	Marin Municipal Water District	Water Deliveries to Lagunitas Creek - Nicasio	175.33
19	Merritt, Kevin	Novato "Toilet Rebate" Program	200.00
20	Mutual of Omaha	October Group Life Insurance Premium	889.33
21	Nationwide Retirement Solution	Deferred Compensation PPE 9/30/18	1,750.00
22	NeoGov	License (\$3,366) & Subscription Renewal (\$788) (Budget \$4,000)	4,153.43
23	North Bay Watershed Assoc.	FY18-19 Dues (Watershed Stewardship Plans) (Budget \$6,400) (7/18-7/19)	5,837.16
24	O'Reilly Auto Parts	Cleaning Supplies for Vehicles	115.26
25	Pace Supply	1.5" Cla-Val	2,520.02
26	Pape Machinery	Adjust Engine Valves ('04 Backhoe)	519.13
27	Peterson Trucks	Service Parts ('12 Int'l 5 Yd Dump Truck)	194.45
28	Point Reyes Light	Display Ad: Salinity Intrusion Into Pt Reyes Well Supply on 9/20/18	84.90
29	Protection Engineering	Zinc Anodes (200)	6,499.15
30	Red Wing Shoe Store	Safety Boots (Ocodhain)	146.63
31	Sequoia Safety Supply	Safety Gloves, Sunscreen & Coveralls (2) (\$316)	607.94
32	Soiland	Asphalt Recycling	26.20
33	SRI	Refund Overpayment on Closed Account	51.44

Seq	Payable To	For	Amount
34	Thow, Margaret	Novato "Cash for Grass" Rebate Program	400.00
35	Uhalde, Danielle	Novato "Toilet Rebate" Program	100.00
36	United States Plastic	1 Gal Sample Jugs (Lab)	60.51
37	USA BlueBook	Safety Gloves (2,000) (STP)	426.16
		<b>TOTAL DISBURSEMENTS</b>	<b><u>\$367,839.52</u></b>

The foregoing payroll and accounts payable vouchers totaling \$367,839.52 are hereby approved and authorized for payment.

	<u>10/9/18</u>
Auditor-Controller	Date
	<u>10.9.18</u>
General Manager	Date

## Prescribed fire fuel plans to be created in Novato

### OPEN SPACE

By Will Houston

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Parcel by parcel, the city of Novato plans to create prescribed plans to clear overgrown vegetation and other fire fuels from open space and wildland near neighborhoods.

After these plans are created, the actual groundwork will be limited by city resources, meaning certain areas will need to be prioritized over others, city staff said. Considering the recent fire seasons, Novato Fire District Chief Bill Tyler said the work needs to start regardless.

“Rather than be paralyzed by that we can’t take it all on, we need to get after it. We need to get started,” Tyler said to the Novato City Council on Tuesday. “I think people understand that we only have so much funding that’s available and I think if they see us doing the work they’ll get behind that.”

Tyler’s comments came after Councilman Eric Lucan asked whether creating such a plan would create an expectation by the residents of what can be done and potentially a liability to the city.

“If we go out and do that assessment, we’re going to end up with a list of stuff that we’re just not going to be able to afford to do,” Lucan said at the meeting.

There are about 5,500 acres of open space within city limits, according to Novato Public Works

Director Russell Thompson, though only a portion of that is managed by the city. The rest is managed by the Marin County Open Space District, Thompson said.

“We don’t know exactly what the total dollar amount would be to fully mitigate, but there are only so many options,” Thompson said.

Thompson said the city already budgeted \$20,000 this fiscal year for projects on Ignacio Boulevard, Hamilton and areas in central and western Novato. There are also grants available through the fire district for homeowners and homeowners associations for creating defensible space and clearing vegetation.

Thompson said some communities are selling or transferring open space land to homeowners



Novato and Marin County firefighters mop up a vegetation fire on the backside of Woodland Court last September.

ROBERT TONG — MARIN INDEPENDENT JOURNAL

groups who perform maintenance on them, though Thompson said he is not advocating for that.

For Tyler, the city needs to change how it prioritizes financing open space maintenance.

“I think we need to treat them like they are facilities or infrastructure, which means when we purchase those we actually set aside funds to actually do some maintenance on them,” Tyler said.

Thompson said the city does have the option to continue treating the open space as habitat. But following the North Bay fires and lessons learned from the destructive blazes, Thompson said there is “really an obligation to do more than just say, ‘It’s just habitat, we’re not doing anything.’ “ Some options to fund the fire fuel removal include citywide parcel taxes, a parcel tax for properties on the wildland urban interface, creating municipal service fees, taking a aggressive approach to acquire grant funding and proposing a measure to create a vegetation management fund, according to Thompson and Tyler.

Otherwise, Thompson said

the city could face difficult decisions of reallocating limited general fund money or staff time to clearing fire fuels.

While Thompson said because the city no longer uses herbicides like Roundup, they are testing other options such as using cardboard bike boxes covered with mulch on Ignacio Boulevard to kill vegetation.

Fires are healthy for the environment, Tyler said, but modern firefighting has led to an extreme overgrowth of vegetation. Now that people have built homes in open space areas, Tyler said that it is now difficult to put fire back into the landscape. As a result, Tyler said they now have to resort to mechanical means of clearing the fuels most of the time.

“What we’re looking for is trying to get these prescriptions that strike the right balance between ... fire protection, the safety, but also the beauty of the open space as a natural resource,” Tyler said.

Thompson said they plan to bring options back at the city’s yearly budget hearings.

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Friday, 09/28/2018 Pag.A03

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## COM looks at affordable staff housing

### KENTFIELD, NOVATO

Many employees live far away

By Keri Brenner

[kbrenner@marinij.com](mailto:kbrenner@marinij.com) @KeriWorks on Twitter

With less than half its 600-person workforce living in Marin due to sky-high rents and home prices, College of Marin is looking at on-campus or near-campus options for offering affordable staff housing.

“We’re studying the possibilities at both (Kentfield and Novato’s Indian Valley) campuses and outside of the campuses,” said COM president David Wain Coon, adding that trustees in September 2017 approved looking into the issue. “We’re actively working on feasibility studies at both sites.”

As part of that effort, the college is in the process of acquiring the former Kentfield Fitness building at 941 Sir Francis Drake Blvd. for use as both rental housing and as a new home for its copy and print center. The school is scheduled

to close escrow in November on the 11,000-square-foot, three-story building it is purchasing from seller Red Tower Properties for \$2.55 million, said Greg Nelson, COM vice president for administrative services.



Greg Nelson of College of Marin walks through a building in Kentfield that the district intends to use as workforce housing and a print shop.

ALAN DEP — MARIN INDEPENDENT JOURNAL

“The main level, where the fitness center was, and the basement, where the locker rooms were located, will become the copy and print center for the college — with a potential for opening it to the public in the future,” Nelson said. The top floor, with two apartments, would be made available for COM staff at a below-market rent, he said. One apartment is a one-bedroom, one-bath arrangement, and the other has three bedrooms and one bath.

The property, which will require some renovations, is already zoned for mixed-use residential and commercial, Nelson said. Although the college plans to use public-private partnerships or other non-Marin County taxpayer

area encompassing roughly 1,700 homes.

“We were trying to get information on the process, should it go forward,” said association president Sylvia Barry. “We were the ones who called for the meeting because the neighbors were asking about it.”

Barry said she and other group members understood from the presentation on Sept. 19 that plans were still in the feasibility study stage.

“The information was really well-received,” she said, estimating there were 50 to 60 attendees at the meeting.

financing for its future affordable housing projects, the Kentfield property purchase is eligible for Measure B bond funding since it includes a college facility — the copy and print center, Coon said.

Coon said the college is hopeful that teachers, administrators or other staff who rent these or other affordable units in the future will be able to save money, move up in salary and eventually be able to purchase a home in Marin.

“We have a lot of new administrative staff who have chosen to live far away,” Coon said. “Some are in San Francisco, some in the East Bay or even Vallejo.” New college teaching staff have also had to find housing, with “78 of 124 full-time faculty hired over the last six years,” he added.

College of Marin is one of several Marin public institutions concerned about the lack of workforce or affordable housing.

Novato Unified School District, for example, is working with the city of Novato to explore possible combined use of the district’s 21-acre vacant piece of land on San Andreas Drive in San Marin and an adjacent 4-acre city-owned tract, said Leslie Benjamin, NUSD spokesperson.

“We (NUSD and the city of Novato) are currently in the process of completing a feasibility study to more fully understand the property,” Benjamin said in an email. “We have a ‘Teacher Housing’ web page with more information at nusd.org.”

The school district and the city have so far held two public meetings on the issue, said NUSD trustee Derek Knell. The first was about a month ago at the district’s “Makers Space” in the Hamilton area. The second was Sept. 19 before the San Marin Improvement Association, a grassroots neighborhood group in the San Marin

College of Marin, meanwhile, is also looking at using part of its own 333-acre Indian Valley campus in Novato for affordable staff housing, Coon said. Only about 23 acres of the Indian Valley site is currently used for school buildings and campus facilities, leaving large amounts of open space around them.

However, since the campus is surrounded on three sides by steep hillsides, much of that open space is not build-able or financially feasible for construction, Nelson said. He said there are some areas that could be used, but “we’re at the very early stages of looking at that.”

He said the college has signed a contract with consultants Education Housing Partners, to conduct the feasibility studies. Education Housing Partners was responsible for helping San Mateo Community College District successfully create an affordable staff housing project at each of the San Mateo district’s four college campuses, Nelson said.

In addition, the college is seeking to acquire additional land around the Indian Valley campus through a series of bids on distressed properties, Coon said.

“Marin Community College District bid on 21 undeveloped parcels of property — roughly 21 acres — within close proximity to the district’s Indian Valley Campus through Marin County’s Chapter 8 — Tax Defaulted Properties program,” Coon said in an email. “Total cost of the properties is estimated at \$131,000.

“Transactions are pending with Marin County and the California State Controller’s Office,” he said.

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Saturday, 09/29/2018 Pag.A01

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*Water wisely***UC MARIN MASTER GARDENER**

Good gardening practices mandate that we use our water efficiently

**By Marty Nelson » *IJ* correspondent**

After a few years of near-average rainfall, warnings about drought can seem less urgent. Yet the winter rains on which we depend are far from predictable, with annual rainfall (measured at Lake Lagunitas) ranging from 18 to 112 inches.

It takes only two years of rainfall below the average annual 52 inches to seriously deplete our reservoir water supply. In addition to seasonal droughts, groundwater pollution and population growth contribute to water stress. Typically, around 50 percent of residential water goes into our landscapes during summer months, so good gardening practices mandate that we use our water efficiently. Most Marin landscape plants, including some natives, require additional water during the dry summers. Our challenge is to avoid waste while providing our plants the right amount of needed water. State and district water conservation regulations enacted in 2015 prohibit irrigating between 9 a.m. and 7 p.m., irrigating more than three days per week and irrigating during and 48 hours following a rainfall. Other restrictions include using a hose without a shut-off nozzle, allowing irrigation overspray or runoff, hosing down sidewalks and driveways, and using non-recirculating decorative fountains.

In contrast to the previous regulations that targeted waste, long-term water use efficiency legislation, recently enacted in 2018, requires development of objectives and standards for indoor and outdoor residential water use. While indoor residential standards are established on per capita use, outdoor standards are to be based upon a community's climate and the amount of landscaped area. This is where the Model Water Efficient Landscape Ordinance (MWELO) becomes important. The ordinance establishes

estimated total water use and the maximum applied water allowance will guide landscape plant selections. Installation of high-water use plants, such as lawn turf, will be restricted.

While it is helpful to know about the current and pending regulations, wise watering is really a matter of observation and common sense. The goal is to replace the water lost through the plant leaves (transpiration) and



A shut off nozzle and hose meter makes hand watering more effective.

PHOTOS BY MARTY NELSON

reporting requirements for local water districts and sets landscape guidelines to optimize water use. The new efficiency goals will address the challenge of matching water supply to plant requirements as determined by the Water Use Classification of Landscape Species (WUCOLS IV). WUCOLS categorizes plants according to type, climate region and level of water need. Using the WUCOLS categories, the



Runoff down sidewalks and into storm drains indicates water waste.

from surface (evaporation) in your particular microclimate. This combination is referred to as evapotranspiration. The rate of evapotranspiration changes with day length and weather conditions. Irrigation controllers allow you to manage the amount of water delivered to landscape plants and to make seasonal adjustments. It's important to make certain your irrigation systems are functioning efficiently with no broken lines, plugged emitters or spontaneous geysers. Of course, it is always preferable to organize your system according to hydrozones in which plants with similar water needs are supplied by the same valve. When this isn't possible, give some attention to the amount of water delivered by the emitters in order to direct appropriate amounts to each plant. Hand watering, although less efficient than automatic drip, can be an alternative in some situations and a hose meter can be used to measure the amount of water applied.

Fortunately, here in Marin, there are many resources to assist us in watering wisely. Both the Marin Municipal Water District (MMWD) and the Northern Marin Water District (NMWD)

and receive information and advice on improving irrigation practices in your own garden. Go to [ucanr.edu](http://ucanr.edu) and click on the main page link to "Garden Walks" for scheduling your free evaluation or call the help desk.

Don't wait for drought warnings to prompt your wise watering. If we all do our part, we can sustain our beautiful gardens and conserve our precious water resources.

*The UC Marin Master Gardener column is written by UC Marin master gardeners, who are sponsored by the University of California Cooperative Extension.*

*For questions about gardening, plant pests or diseases, call 415-4734204 from 9 a.m. to noon, and 1 to 4 p.m. weekdays, bring in samples or pictures to 1682 Novato Blvd., Suite 150B, Novato, or email [helpdesk@marinmg.org](mailto:helpdesk@marinmg.org).*

provide a wealth of conservation information on their websites and offer additional consultation services to residents on request. MMWD publishes a weekly watering schedule as a guide to replenishing the moisture lost through evapotranspiration. NMWD offers a water smart home survey that includes a landscape irrigation system efficiency test.

You can also schedule a free Marin-friendly garden walk with a UC Marin master gardener



Group together low water use plants to create a hydrozone for more efficient irrigation.

PHOTO BY MARTY NELSON

## Water district incumbents face election challengers

### ELECTION 2018

Financial issues fuel contests at Marin Municipal, North Marin

**By Will Houston**

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Two longtime incumbents on the Marin Municipal Water District Board of Directors who have a combined tenure of 38 years are facing two challengers this November who are critical of how the district has handled its finances and rates.

At the same time, the North Marin Water District Board of Directors is set to have its first contested election since 2007. Two incumbents are running against a district customer who is hoping to bring a consumer voice to the board, as well as be the first woman to have served on the board since 2004.

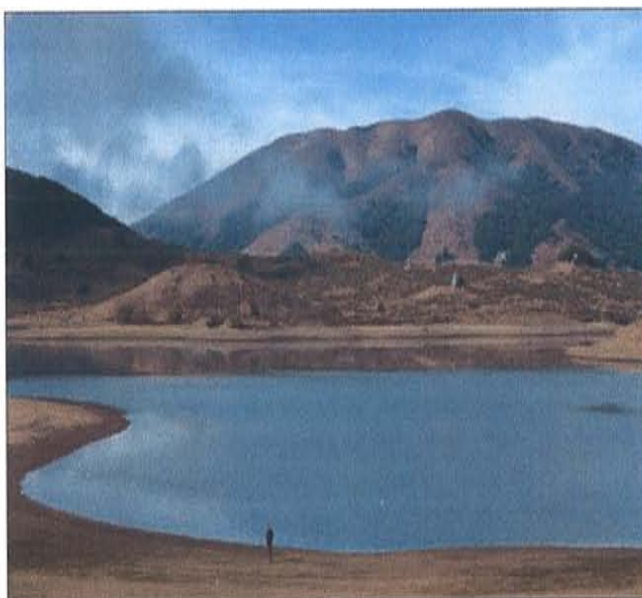
### MMWD election

Local attorney Jack Gibson, a 24-year incumbent serving as the district's Division I director and the longest serving member on the board, is facing a challenger in longtime San Rafael Board of Education member Greg Knell.

Meanwhile, attorney Cynthia Koehler is being challenged for the Division IV seat she's held since 2004 by commercial real estate broker and consultant Joby Tapia.

The four candidates spoke with the Independent Journal to discuss water rates, fire preparedness and other topics. Gibson said he's promoted regionalism and cooperation with other agencies that manage and use water, such as forming the North Bay Watershed Association. He said he is focused on protecting the Mount Tamalpais watershed and enhancing the district's fire prevention and detection efforts.

"I want to be on the board," Gibson said. "Frankly, it's a community activity that is



Nicasio Reservoir is one of seven reservoirs in the Marin Municipal Water District system, which serves about 190,000 customers. The North Marin Water District serves about 61,000 residents.

ALAN DEP — MARIN INDEPENDENT JOURNAL

very satisfying and interesting."

Knell says his ability to balance budgets for San Rafael City Schools will translate well to the water district, which he feels has become

him to run was the buildup of fire fuels along a reservoir near Edgewood. He said the district needs to continue using non-pesticide vegetation management, encourage more community

complacent. He said the district is “constantly raising rates rather than making the hard decisions” such as adjusting benefits for employees or considering operational changes such as working to cease water fluoridation.

“The bottom line is we need new leadership in this district with new ideas,” Knell said. “Being there for 28 years, you get set in your ways and I just think it’s time to bring in somebody who has run a larger district very successfully with a lot of different approaches and put them on this board.”

Koehler said her success on the board has come through shifting the district’s focus from investing in new, traditional infrastructure to environmentally sustainable and affordable distribution infrastructure. These efficiency programs have resulted in significant water use reductions, she said. “We are, as a result, not going much more affordable in terms of rates in terms for our customers, but much more resilient in the face of climate change,” Koehler said. “So for me, continuing along that path is very important. We have made tremendous strides, but we have significantly further to go.”

Tapia said these efficiency measures have resulted in less water being used, meaning less revenue to the district. With the district’s debt-coverage ratio at about 1.3, he said it will make it more expensive for the district to secure bonds in the future.

As a result, Tapia said, the district can’t be run the same way it has in the past, especially as it struggles to pay its employees enough money to afford to live within the district.

“I think there has been great work done to deliver safe, clean water,” Tapia said, “but we need to continue to focus on doing that at a cost that is reasonable so that our water bills don’t skyrocket just to carry the load of current operational costs as well as capital improvements.”

Last year, the district approved rate increases of 5 percent to the average residential customer effective July 2017 and a second increase of 7 percent effective July 1, 2019, according to the

involvement and consider the costs of reducing fuels.

“We need to get a little bit more volunteer action to go out there and help with it because we can’t rely on the water district to take on all the costs to reduce it all,” Tapia said.

Koehler said Knell’s description of the district being complacent is “outside of the fact-based world entirely,” with the district having earmarked \$400,000 in its budget for fire prevention. While the district has coordinated with local fire chiefs, utilities and parks officials in the past, she said more can be done.

“We’re never going to be done in Marin County addressing this issue,” she said. “But I think this is an agency that is on it, that has been on it and will continue to be.”

### **NMWD election**

Longtime North Marin Water District board member Richard Fraites, his fellow board member James Grossi and Novato resident and district customer Tina McMillan are vying for two seats.

Fraites has not faced a challenger since being elected to the board since 2003, and says he wants to continue with the work the district has accomplished. Issues he hopes to tackle if re-elected include replacing aging pipes, looking for new water wells in West Marin and continuing to implement the district’s advanced meter information system.

“I think we’ve done a lot of great things at the water district since we’ve been on the board and I want to continue that,” Fraites said.

With his knowledge in civil engineering including for water infrastructure, Grossi — who was appointed to the board in 2017 — said he feels he is well-suited for the position and can impart some of his knowledge.

district. The estimated \$10.1 million in revenue collected during the three-year period is set to be used to pay for infrastructure improvements.

Koehler said these rate increases would make them typical with every water district in the state, but said the district does have issues with communicating to customers how alternative water source options such as desalination would increase rates even more.

“We are paying a little bit more for using less, but the alternative would have been paying substantially more,” she said.

Koehler said the district can improve communicating to customers that their rates are not for water, but for the distribution system that gets it to them as well as other programs such as fire prevention.

Tapia said the district has had a lack of communication on why it is spending money on issues not related to water delivery.

“I don’t have a problem with raising rates on Tier 1 (customers) because people do need to pay for what they use, but we also need to be a little bit better about really going after the people that are a little bit more excessive,” Tapia said.

In the big picture, Gibson said, he does not think the rates are out of hand because the district has to maintain 900 miles of pipes and water storage infrastructure. He said running a water district is not analogous to running a school district because the water district needs to generate revenue to pay for its costs.

“The prices are based on how much water you use for no other purpose than to encourage conservation,” Gibson said. “But it also sends an enormously misleading signal to the public.”

Knell said the board passed the “incumbent protection act” when it set the next rate increase to take effect in 2019 rather than during an election year.

“I might as well use some of this history that I’ve got and experience I’ve got to some good,” Grossi said.

Grossi says some of the issues he will work to address include securing backup sources of water for the district other than the two sources from the Sonoma Water Agency and Stafford Lake; preparing for salt water intrusion on West Marin water wells caused by sea level rise; and finding affordable housing for district employees.

McMillan said she wants to be a consumer voice on the board. If elected, McMillan would be the first woman to serve as an elected board member since Barbara Munden in 1991.

McMillan said she’d like the district to better engage and communicate with the public about its capital projects, address housing affordability for district employees, create plans to protect infrastructure from fire damage and focus on recycling and reusing water in the face of climate change.

“I think I can be a very strong consumer voice to the board and it would be an incredible honor to be able to serve,” McMillan said. One of the issues the district faces is a \$4.2 million deficit budgeted for this fiscal year.

Fraites said the district has had similar debt in the past, such as more than \$4.3 million in 2014, from needed capital improvement projects. He said there is a steady stream of income from ratepayers, and said the district also has capable auditors who are able to secure low interest loans.

“We incur debt, but we pay it down and we don’t go on to the next project,” Fraites said. “It doesn’t look good on paper but that is just the process. And we’re in good financial shape.”

McMillan said she met with the district’s general manager to discuss the financial status of the district. She said being inquisitive is not limited to certain degrees, and said she will continue to question why rates should be changed in the future and look at how the district’s decision will impact its financial future.

For cost savings measures, he said the district should appeal to the state to drop the requirement to fluoridate its water, introduce a cap on employee lifetime medical care benefits and introduce the idea of shared benefits.

“The rates are on an upward trend and there are no cost controls sufficient in my mind compared to what we do in the school district,” Knell said.

What candidates could agree on is that the district can do more to address the fire dangers, especially after last year’s North Bay fires.

Knell, who said he was inspired to run after seeing the devastation in Santa Rosa’s Coffey Park, said the district’s vegetation management plan is in serious need of an update. Additions he’d like to see are mapped out staging areas, preplanned escape routes for firefighters and an eight-camera fire spotting system such as those in Sonoma County.

“They seem to be dealing with old information,” Knell said of the district. “This is the new normal. Their own employees say they’re not doing enough.”

Gibson said the district has installed hundreds of new hydrants, has over 1,000 acres of fuel breaks and has been increasing funding for fire prevention by about \$400,000 per year since 2016. Now, it’s looking at two new infrared fire detection cameras, he said.

“The entire board is focused on this as an issue and it is something that is full force forward to do something,” he said. “We’re not afraid to spend money on this.”

Tapia said one of the motivating factors for

“What I can do for voters and consumers is I can ask questions to better understand what the financial condition is of the district and how they are planning ahead,” she said.

Grossi said because they look at three-year budgets, some projects will be included in the budget that may not be built in the current fiscal year. He said he does not see a problem with the deficit considering they have revenue from ratepayers, have competent staff and are becoming more successful at obtaining state and federal grants for projects.

“The trick is figuring out what the priorities will be and what can be put off,” Grossi said.

As for fire threat, Grossi said the district needs to create an “area-specific” emergency plan for its infrastructure and to provide redundancy should its equipment be damaged.

“What we need is board and public input into that,” Grossi said.

McMillan said the district needs to look at defensible space for infrastructure and to study what state funding could trickle down to the district rather than put it solely the backs of ratepayers.

“It’s the kind of project that I believe could involve other agencies that might reduce the cost,” McMillan said.

Fraites said they are going to continue replacing older water storage tanks with stronger material and monitoring systems.

“But I think we’re doing pretty good here as far as the district itself and the services we provide,” Fraites said. “You don’t get a lot of complaints.”

**MMWD RACE**

**John Gibson Age: 79 Occupation:** Lawyer; former high school history teacher

**Education:**

Bachelor's degree in history, San Francisco State University; California teaching credential; law degree, University of San Francisco

**Experience:** Board member of Marin Municipal Water District since 1994 and five-time president; Sonoma Water Contractors Committee member; chairman of the North Bay Watershed Association for 15 years; North Bay Water Reuse Authority board member

**Greg Knell Age: 69 Occupation:** Graphics manager for Print and Mail; member of Graphic Artist Guild Union

**Education:** University of California, Santa Barbara; University of California, Los Angeles, School of Law; California School Board Association "Masters in Governance" program

**Experience:**

Four-term trustee and president of San Rafael Board of Education; co-founder and co-chair of RxSafe Marin Commission; co-founder and treasurer of San Rafael Committee for Paramedic Services; Marin Municipal Water District Measure V Conservation Commission member

**Cynthia Koehler Age:** Did not provide  
**Occupation:** MMWD director since 2004; WaterNow Alliance executive director

**Education:** Bachelor's degree, Pomona College; law degree, University of Oregon

**Experience:** Fourteen years on the Marin Municipal Water District board; more than 25 years as an environmental attorney and water policy expert; WaterNow Alliance executive

director since 2014; former California legislative director for water issues, Environmental Defense Fund; legal director, Save San Francisco Bay Association

**Joby Tapia Age: 52 Occupation:** Real estate broker and consultant

**Education:**

Bachelor's degree in finance, San Francisco State University; meteorology, University of Massachusetts

**Experience:**

Real estate consultant with more than 18 years of property management experience

**Gibson****Knell****Koehler****Tapia**

**NMWD RACE**

**Richard Fraites Age: 74 Occupation:** Retired  
**Education:** Associate's degree, Santa Barbara City College; bachelor's degree, Brooks Institute of Fine Arts and Photography

**Experience:**

North Marin Water District board member since 2003; Audubon Conservation Committee member; two-time Novato planning commissioner; former Marin Conservation League board member

**James Grossi Age: 71 Occupation:** Civil engineer, consultant, rancher

**Education:** Bachelor's degree in civil engineering, University of California, Davis  
**Experience:** North Marin Water District board member since 2017; Marin County Zone 1 Flood Advisory Board member since 1981; 37-year board member of Lincoln Union School District

**Tina McMillan Age: 59 Education:**  
Undergraduate degree in psychology; master's degree in marriage, family and child therapy

**Profession:**

Psychotherapist

**Experience:** Thirty-six-year Novato resident and district customer

**Fraites****Grossi****McMillan**

**Notice of Marin County Planning Commission Hearing**

**Young Appeal of the North Marin Water District Coastal Permit  
Project ID: P2159 APN(s): 114-120-09**

Project Address: Drakes View Drive, Inverness

Applicant: North Marin Water District

**Project Planner:** Sabrina Sihakom  
(415) 473-3607 ssihakom@marincounty.org

**Project Summary:** The applicant is proposing to replace an existing fire damaged water tank and an additional existing water tank with a new 125,000-gallon water tank on a 5,500 square-foot lot in Inverness.

**Date of PC Hearing:** Monday, October 22, 2018

**Hearing Location:** 3501 Civic Center Drive, Rooms 328/330, Administration Building, San Rafael, California

**Hearing Time:** The time of the hearing will be indicated on the hearing agenda posted on the Planning Commission hearing webpage one week before the hearing.

**Staff Report:** Available on the project webpage and the PC hearing webpage on Monday, October 15, 2018.

The decision on this application may be appealed to the Board of Supervisors. If you challenge the decision on this application in court, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice, or in written correspondence delivered to the Community Development Agency, Planning Division during or prior to the public hearing. (Government Code Section 65009(b)(2).)

More information about this application is available online at  
<http://www.marincounty.org/depts/cd/divisions/planning/projects>, where projects are listed for the West Marin area.  
No. 1303 Oct 4, 2018



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# POINT REYES LIGHT

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## County may redraw water basin boundary

By Teresa Mathew  
10/04/2018

In an effort to sidestep the need to form a new governmental agency and management plan, Marin County has filed an application with California's Department of Water Resources to reconfigure the boundary of the water basin below Tomales and Dillon Beach.

The move, which supervisors authorized last month, will save the county "a lot of time and a lot of money," Rebecca Ng, deputy director of Environmental Health Services, said.

The department oversees compliance with the Sustainable Groundwater Management Act, a 2014 law designed to prevent the overuse of water in California's groundwater basins. The act requires local agencies with high- or medium-priority basins to prevent overdrafting and to achieve balanced pumping and recharging.

Under the law, jurisdictions with water basins rated high or medium priority by California's Department of Water Resources must create a local groundwater sustainability agency. These agencies are tasked with developing a plan to make the basins sustainable by 2020.

In Marin, Environmental Health Services is responsible for administering compliance with the law, in part because Marin's five basins are classified as low or very-low priority—meaning the county does not have to form a special agency to track them. (The Community Development Agency funds the groundwater monitoring program.)

But that threatened to change this past May, when the state water department released a proposal to reprioritize the Wilson Grove Formation Highlands Basin—one-quarter of which lies beneath Tomales and part of Dillon Beach, with the rest in Sonoma County—from low to medium priority. If the lines are not redrawn, Marin would have to form a joint agency with Sonoma County and the cities of Petaluma and Sebastopol.

In fact, those cities are also considering sectioning off their portions of the basin, in hopes that dividing it will allow each of its parts to revert to low-priority status, preventing the need for a new agency or plan.

The Sonoma County Water Agency estimates that each additional agency costs it over \$2 million in workshops, outreach, reports and additional duties.

Marin officials felt strongly that some of the reasons given for the planned re-prioritization of Wilson Grove—the amount of groundwater used, the quantity of irrigated acreage and overall population—had little to do with its own usage, but instead stemmed from Sonoma County’s agricultural and population use.

Environmental Health Services proposed a modification that would bring the Marin portion of Wilson Grove into the contiguous Sand Point Area Basin—a low-priority basin—located below Dillon Beach and Lawson’s Landing.

In fact, “under the ground there’s no line between the two—it’s all just a continual flow of groundwater,” explained Drew McIntyre, general manager of the North Marin Water District. “Expanding the Sand Point Basin to bring it north to the county line just allows management of that basin to be within one county agency. That makes sense from a management standpoint.”

Ms. Ng explained that most of northwestern Marin is unirrigated ranchland.

“There’s not a lot of population, not a lot of irrigated land—we don’t have grapevines or orchards or anything out there,” she said. “There is the Estero Mutual water system, but it’s less than 200 houses. There are individual wells, but the amount of water they take out of the basin is pretty minor.”

According to her, re-drawing the boundaries will also allow Marin to develop sustainable groundwater practices based on land and water usage specific to the county. And “any state monitoring requirements that would have to take place, the county could do it, and that simplifies the process rather than getting multi-counties to address the response,” she added.

During the Board of Supervisors vote to submit the application to the state water department, Supervisor Kate Sears raised concerns about Marin’s water potentially being overseen by an agency from another county, since the basins all flow into each other. Even with the re-drawing, she wondered if heavy use from Sonoma County would impact Sand Point, and what kind of local oversight there would be. “We’d want to know if a high-population area is using our groundwater,” she said.

Brian Crawford, director of the Community Development Agency, replied that the existing California Statewide Groundwater Elevation Monitoring Program “gives us an opportunity to continue to monitor our groundwater operations. And if we see a problem, we can revisit it in conjunction with Sonoma, Petaluma and Sebastopol to re-evaluate our approach.”

If the county saw evidence of an imbalance between pumping and recharging, he said, it could still form an agency and plan outside of an order by the state for the reconfigured Sand Point basin.

The state water department reviews basin classifications every few years, so it is possible that Sand Point could be reclassified if, say, the population grows or agricultural needs shift. But for now, the county anticipates the basin will stay low priority.

***Re-elect Gibson and Koehler to MMWD board*****Editorial**

Contested elections for seats on the Marin Municipal Water District board have been few and far between in recent years. But this year is different, with voters in two of MMWD's five divisions facing a choice of retaining a longtime incumbent or electing a challenger.

The biggest issues in these two races have been water rates and the district's ongoing expenses. These deserve regular public attention, but they are often bypassed because of a lack of an election.

MMWD ratepayers are in the midst of a cycle of rate increases; the next one is coming in 2019.

The incumbents say the local rates rank in the middle of those charged by Bay Area water districts, but their challengers say the district board could do more to lower them. Cutting costs, including changes in benefits for district retirees, would be among them.

On the Nov. 6 ballot, six-term incumbent John "Jack" Gibson faces a well-known challenger, San Rafael Board of Education President Greg Knell, in the race for the Division 1 seat. It represents an area that includes much of the Ross Valley and extends over the Sleepy Hollow Divide into San Rafael.

Cynthia Koehler, who has been on the board for 14 years, is being challenged by Joby Tapia, a real estate broker and political newcomer. They are running for the Division 4 seat, which represents an area that stretches from the western side of the Tiburon Peninsula and across Mill Valley and past Muir Woods and Fort Cronkhite.

Knell has provided most of the political fireworks in the race, criticizing the board for delaying rate increases to 2019 in order to avoid raising them during this election. He says the board is "complacent" and raises rates "instead of making hard decisions."

The two challengers are bringing up important issues.

But they are not new to Gibson and Koehler, who deserve credit for work that has been done and is being done in terms of trimming district staffing and trying to protect Marin from a destructive wildland fire.

Could MMWD do more? Every public agency across Marin can and should.

In fact, Gibson deserves a lot of credit for providing the political leadership that led to MMWD's voter-approved "fire flow" bond measures that have paid for improvements needed to district water mains.

Both Gibson and Koehler have been staunch supporters of the district's water-conservation initiatives, measures that have proven so successful that the district was able to shelve plans for a costly and controversial desalination plant.

Unfortunately, important issues that have gotten shortshrift have to do with other board members, as well.

The district could do a much better job keeping the public informed — and involved — in the decisions made at committee and board meetings.

The board also has had far too many instances where board members — Gibson and Koehler are not frequent examples — have called into meetings from their travels rather than attending in person. The district should establish a reasonable annual limit on call-in attendance.

It should also start televising and streaming its meetings. Most voters never attend an MMWD meeting, but they could watch them if given a chance.

Knell wants the district to require retirees to file for Medicare benefits as a way to save the district money.

Tapia says he's running because of his concerns about the district's budget and he says the district could do more to prevent destructive wildland fires by doing a better job removing "fire-fuel load" from its expansive watershed.

He also says employees' high salaries are one of the drivers of the district's rising rates.

Gibson and Koehler are both hard-working and experienced members of the board. As it gets ready to hire a new general manager, that experience will be even more important.

Knell and Tapia deserve praise for focusing voters' attention on some key issues. But at this time, Gibson and Koehler are important members of the board and should be retained.

The IJ editorial board recommends the re-election of Jack Gibson and Cynthia Koehler to the MMWD board.

## Gail Wilhelm, political figure in Marin, dies at 80

### NOVATO

**By Will Houston**

*[whouston@marinij.com](mailto:whouston@marinij.com) @Will\_S\_Houston on Twitter*

Gail Wilhelm, who was the second woman to serve on the Novato City Council and who played an instrumental role in converting Hamilton military base into a community while serving on the Marin County Board of Supervisors, died last month after a two-year battle with kidney disease. She was 80.

Colleagues and family members remembered Mrs. Wilhelm as a kind person and caring mother who loved art and traveling, but also a tenacious supervisor and councilwoman who didn't quit.

"She was very protective of her district and of the regional agencies," said Albert Aramburu, who served on the Board of Supervisors with Mrs. Wilhelm. "She was a very, very pleasant person and served the district and the county very well."

Years before becoming a politician herself, Mrs. Wilhelm was already politically active while attending Santa Rosa High School in the mid-1950s, especially concerning civil rights issues at the time. It was Mrs. Wilhelm's energy and kindness that caught the attention of her schoolmate, Donald Wilhelm.

The two started dating and were married for 58 years.

It was after the couple had their two children, Steve and Linda, that Gail Wilhelm began to take a more active role in the community, joining the Novato branch of the American Association

of University Women, according to her husband. Mrs. Wilhelm then sought a larger role in land use decisions, becoming a member of the city's beautification committee and eventually being appointed to the Novato Planning Commission. She and the commission worked to list Olompali on the National Register of Historic Places.

When she announced her candidacy for the Novato City Council on Dec. 18, 1973, the future of the Hamilton air base was already on her mind.

At the time, Mrs. Wilhelm said the base was an opportunity "to promote the kinds of business and commerce that are compatible with suburban life," according to an Independent Journal report.

This clashed with a proposal to turn the base into a civilian airport, which Mrs. Wilhelm saw as an attempt to "Los Angelize" the city. She won the election the following year, but the debate over Hamilton's future was contentious.

This manifested in March 1977 when Mrs. Wilhelm was next up to serve as Novato mayor — a position that rotates between council members on an annual basis. Three council members, who disapproved of Mrs. Wilhelm's stance on the future of Hamilton,



**Wilhelm**

## Rain level plunged in latest data year

### THE COUNTY

Total for 2017-18 season among lowest in years

**By Will Houston**

*[whouston@marinij.com](mailto:whouston@marinij.com) @Will\_S\_Houston on Twitter*

Marin County had a dry water year in 2017-18, with some areas recording rainfall levels comparable to recent and historic drought years, according to meteorological data.

“Honestly, the other ones it’s comparing to right now are 1975-76. That’s back when kids were skateboarding in empty swimming pools,” National Weather Service meteorologist Ryan Walbrun said. “It would be fair to say it was on the low end of the water years.”

But whether the region is heading into another long-term drought is not a question that can be answered by one low water year, Walbrun said, especially considering the county had one of its highest rainfall years on record in the 2016-17 water year. The U.S. Drought Monitor showed Marin County having “abnormally dry” conditions as of Friday, but not drought conditions.

About 16.5 inches of rain were recorded in San Rafael in the 2017-18 water year — which spans from Oct. 1 through Sept. 30 — a far cry from the near-record rainfalls in the 2016-17 water year in which 62.8 inches were recorded, according to data provided by Walbrun. It’s also below the 10-year average of about 27.7 inches, Walbrun said.

Marin County fire Chief Jason Weber said the live fire fuel in the county is reaching its critical fuel moisture content which, coupled with dry winds and little fog, contributes to the region’s fire problems.

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“These swings of higher-than-normal precipitation and drought are in my opinion the affects of a changing climate,” Weber wrote in an email Friday. “These swings in weather/ climate significantly contribute vegetation mortality secondary to things like sudden oak death across Marin and pitch canker like we’ve seen in the Bishop pine on the coast.”

Weber said it’s important for the community not to let its guard down.

“It’s been just a year since the disaster North of us,” Weber wrote. “A ll that separated us from Sonoma, Napa and Mendocino County last year was ignition. Defensible space, registering for emergency alerts through Alert Marin and visiting Fire Safe Marin’s website to better prepare are all ways residents can partner with us to keep safe.”

agency’s supplies are also ample. The district gets most of its water from the Sonoma County Water Agency, with the remaining 25 percent coming from its reservoir at Stafford Lake. Its supplies up north at Lake Sonoma and Lake Mendocino were at 80 percent full capacity and 93 percent capacity respectively as of Friday, according to McIntyre.

“It’s been really good,” McIntyre said.

But the low rainfall did show at Stafford Lake. The reservoir nearly always overflows, and has only stayed within its banks four times in the past 20 years, McIntyre said.

“Last (water) year it did not spill. It got to 76 percent capacity,” he said.

The National Weather Service has issued a “red flag” warning in place through 8 a.m. Monday for areas that include the North Bay mountains. The warning is issued when brisk winds and low relative humidity increase the risk of wildfires, and it means land use restrictions and road closures in vulnerable parts of Marin such as Mount Tamalpais State Park and the Marin Municipal Water District watershed.

The low rainfall didn’t concern local water districts in terms of water supply, at least for now. Local reservoirs and water supply are well-above those that would trigger mandatory conservation measures.

Emma Detwiler, spokeswoman for the Marin Municipal Water District, said it typically gets about 52.1 inches of rain at Lake Lagunitas, but only recorded about 39 inches of rain this past water year. The majority of the district’s supply comes from local rainfall off of Mount Tamalpais, but the district also receives a quarter of its water from the Russian River through the Sonoma County Water Agency.

“Even in our wettest year we are only able to supply a two-year supply of water at any given time,” Detwiler said. “So all it takes is a couple of dry years in a row for our supply to really be depleted. Our customers know that and they’re very conscientious with their water use. So even when we have fluctuation in rainfall from a 95-inch year to a 38-inch year, our reservoirs stay in good shape.”

Farther north, at the North Marin Water District, district general manager Drew McIntyre said the

The new water year that began Oct. 1 started off wet, with about 2 inches of rain recorded from Oct. 1 to Wednesday, Walbrun said. This is well-above normal for that time span, Walbrun said, but said that it’s only three days’ worth of data. Typically, the rainiest months are from December through March.

Weber said firefighters are grateful for the rain received so far, but said more will be needed to alleviate concerns.

“We’re not out of the woods yet and still need to be vigilant about fire safety,” Weber said. “If we get several more inches we’ll be in a pretty good place.”

**“All that separated us from Sonoma, Napa and Mendocino County last year was ignition.”**

— *Marin County fire Chief Jason Weber*



Black Mountain looms behind Nicasio Reservoir last month in West Marin. The water year that ended Sept. 30 brought Marin less than 17 inches of rain, well under the 10-year average of nearly 28 inches.

ALAN DEP — MARIN INDEPENDENT JOURNAL

**NOTICE OF AVAILABILITY  
DRAFT INITIAL STUDY AND MITIGATED  
NEGATIVE DECLARATION  
STAFFORD LAKE PARK MASTER PLAN  
NOVATO, CALIFORNIA**

Marin County Parks has completed a draft Initial Study and Mitigated Negative Declaration (IS/MND) for the draft Stafford Lake Master Plan pursuant to the requirements of the California Environmental Quality Act (CEQA) and is seeking comments on the environmental effects of the project. Marin County Parks is proposing to adopt a Master Plan which is to be a comprehensive long-term planning document that will guide the future development of park facilities, improvements and programs at Stafford Lake Park in Novato. The Master Plan provides recommendations for general infrastructure and circulation improvements to singular design elements. Overall, the Master Plan aims to protect the natural, cultural, and recreational amenities that currently exist within the park while proposing new, complementary features and programs. Specific improvements would be constructed incrementally over the life span of the Plan. This Initial Study evaluates the potential environmental effects of implementing the proposed Master Plan.

The 30-day comment period for this draft MND starts on October 11, 2018 and ends at 4:30 p.m. on November 13, 2018. The MCOSD is encouraging all interested parties to review and comment on the documents. Please submit comments using the MCOSD's online comment form at <https://www.marincountyparks.org/depts/pk/our-work/parks-main-projects/stafford-lake-master-plan>, under the section titled "Stafford Lake Master Plan." If you have any questions or need more information, contact Kristina Tierney at (415) 328-1717.

The initial study identified potentially significant environmental impacts to the **Land Use and Planning, Water, Geophysical, Air Quality, Transportation and Circulation, Biological Resources, Greenhouse Gas Emissions, Cultural Resources, and Hazards** and included mitigation measures that addresses these impacts. The initial study concludes that, with the identified mitigation measures, the project will not have significant environmental impacts. The initial study and draft mitigated negative declaration is available for review at Marin County Parks headquarters at the Marin Civic Center, 3501 Civic Center Drive, Suite 260 San Rafael California, or on the Marin County Parks website at <https://www.marincountyparks.org/depts/pk/our-work/parks-main-projects/stafford-lake-master-plan>.  
Date: October 10, 2018

Max Korten, Director and General Manager  
Marin County Parks

NO.1341 OCT. 11, 18, 2018

## El Niño weather pattern appears likely this winter

### REPORT

**By Paul Rogers**

*Bay Area News Group*

The likelihood this winter of an El Niño — the weather pattern marked by warm Pacific Ocean waters that can affect California's rainfall — is increasing.

But so far, this El Niño looks more like a lamb than a lion.

The probability of El Niño conditions being present by December is now 70 to 75 percent, up from 50 percent five months ago, according to a new report Thursday from the National Oceanic and Atmospheric Administration. That doesn't necessarily mean a wet winter.

Ocean surface temperatures off South America, a key indicator, are only moderately warmer than historic averages. That's leading scientists to characterize this year's event so far as a weak El Niño. In other words, don't break out the umbrellas just yet.

Historically in California, similarly weak El Niño years to this one have brought just as many below-average rainfall winters as above-average ones.

"Weaker types of events — which is what we anticipate here — have a weak precipitation signal for California," said Mike Halpert, deputy director of NOAA's Climate Prediction Center in College Park, Maryland. "We don't expect this event to be strong enough to give us the confidence to favor a wet winter. Right now there's an equal chance of below normal, normal, and above normal rainfall."

Many people think El Niño conditions are a near-guarantee of wet winters in California. But that's not the case. Generally speaking, the warmer the ocean temperatures are near the equator during El Niño years, the greater the likelihood of heavy winter rains in California.

During weak El Niño years, like this one appears to be, when waters are only slightly warmer than historic averages, there have been about many dry winters in California as soaking wet ones.

Since 1951, there have been 17 winters when there was a weak or moderate El Niño. During those, both the Bay Area and the Los Angeles area have experienced below-normal rainfall totals in seven winters, average rainfall in four and above-normal rainfall in the other six, according to studies by Saratoga meteorologist Jan Null.

"We don't know what it means for rainfall," Null said. "We've seen way too much variation with weak events to draw a conclusion. As we learn more and more about El Niño events, there is no one size fits all answer like 'El Niño means lots of rain for California,' which was the conventional wisdom in the 1980s and 1990s."

Stronger El Niño conditions have meant a greater chance — but not a guarantee — of wet winters.

The three strongest El Niño winters in California since 1951 saw drenching, relentless storms and flooding twice, in 1982-83 and 1997-98. But the same strong conditions in the most recent one, the winter of 2015-16, disappointed millions of people.

## Residence Inn gets final OK from council

### NOVATO

**By Will Houston**

*[whouston@marinij.com](mailto:whouston@marinij.com) @Will\_S\_Houston on Twitter*

Redwood Boulevard is set to become the home of a 103room Residence Inn after getting the green light from the Novato City Council this week.

City Manager Regan Candelario said the project is “filling a dire need for an underutilized site” and would provide more than \$425,000 to city coffers annually — \$400,000 of which is transient occupancy taxes.

Don Cape, the project developer from the North Dakota- Illinois-based Tharaldson Hospitality Development, said every hotel they build is a community project and that the Residence Inn will draw in further development of retail.

“I can almost guarantee that you’re going to see some retail come with the hotel,” Cape said. “They like to work together.”

The project, which began in May 2015, is set to begin construction in August 2019, with completion set for December 2020, according to city documents. In addition to the hotel, the Tharaldson Hospitality Development is also set to construct an 8,000 square-foot commercial building at the site.

The three- to four-story hotel is about 77,500 square feet and is taking the place of the Dairyman’s Milling Co. feed mill on the 7500 block of Redwood Boulevard. This seemed to be a point of contention for Councilwoman Pat Eklund, among other issues she raised, prompting her to cast the sole dissenting vote on the project at Tuesday’s council meeting.

Reynold Martinez, president of the Atherton Ranch Homeowners Association, said while residents either supported or were apathetic to the project, he said the increase of traffic caused by the hotel will create safety concerns at the intersection of Ranch Drive and Redwood Boulevard. In particular, a hillside blocks the view on Redwood Boulevard, which requires drivers to inch forward to see oncoming traffic. He called for a traffic signal to be installed at the intersection to address the concerns.

“You’ve got a fairly dangerous situation already without the additional traffic that’s going to be put here,” Martinez said to the council.

After Eklund asked whether the developer would be willing to pay to install traffic lights at the intersection, Cape said adding such a cost would “break the project.”

Cape said they would already be paying traffic impact fees, which Public Works Director Russ Thompson said will go toward improvements on Redwood Boulevard, though not for install-

ing traffic signals.

Susan Stompe of Marin Conservation League raised concerns about the site’s stormwater runoff contributing to Rush Creek’s flooding problems near the train tracks. She also raised concerned about whether the project’s storm water runoff controls would cause waters to seep into the soils

Cape said the that the runoff would use a sheet flow into Rush Creek that would have “no means of disrupting the flow” and causing pooling.

The City Council approved project and its mitigated negative declaration in a 4-1 vote, with Eklund dissenting.

and substrata beneath the hotel, causing it to become destabilized.

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Friday, 10/12/2018 Pag.A03

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## *IJ recommends Fraites, Grossi for NMWD*

### Editorial

This year, voters in the North Marin Water District will be asked to select two of their water board directors.

That should be a regular occurrence — at least, every two years — but there hasn't been a contested election for the water board in years.

Challenger Tina McMillan's decision to run changed that. She is doing a public service by opening a dialogue about how the district handles the public's business.

She doesn't disclose any severe problems, but her candidacy is a constructive service, requiring voters to think about the district, its issues and whom they want to represent them. She is facing two incumbents, longtime board member Rick Fraites, a veteran environmental activist who hasn't faced a re-election challenge since he first joined the board in 2003, and James Grossi, a civil engineer and rancher, who in 2017 was appointed to fill a vacancy on the board.

Grossi is not new to public service, having served for 37 years on the Lincoln Union School District board.

Grossi and Fraites are seeking reelection with plans to further the district's work in replacing its aging water pipes and to continue to promote water conservation. The district has been in the process of installing electronic "smart" meters to enable customers to monitor their water use in real-time, rather than having to wait for their bi-monthly bill.

"I think we've done a lot of great things at the water district since we've been on the board and I want to continue that," Fraites said.

Fraites brings experience, having served as a Novato planning commissioner and a county parks commissioner. Grossi's experience and knowledge as an engineer and years of living and

and wants to see the district do more to involve the public in decisions about large capital projects and the need to address the district's problems with affordable housing.

She says it is important for the district to find housing solutions so its workers don't have to live outside of Marin and have to travel a long distance in order to respond to emergencies. She's also worried that the district isn't reaching consumers with a clear message on the severe need to conserve water.

"North Marin Water District keeps a low profile," McMillan said. "It's not just the district; it's the board."

Fraites, however, says the district promotes 18 different waterconservation programs, including a lawn-replacement initiative that has led to the elimination of over 1 million square feet of water-consuming grass in Novato.

McMillan, however, raises a good point when it comes to the district's budget decisions. The board was recently advised that it faces a \$4.2 million budget deficit for this fiscal year, but there's been little public discussion of this problem.

Fraites and Grossi don't appear fazed by this issue and say the district has been able to solve such gaps by working with staff and realigning its scheduled capital projects. Even so, the public deserves to be informed.

McMillan, on this issue, did not have much to add. She should stay involved, attend more board meetings, ask questions, get answers and use various platforms to let the public know if she doesn't believe the water board is living up to that responsibility. But when it comes to comparing experience and knowledge of the district's services and challenges, Fraites and Grossi are a strong pair of board members.

working in Novato should be helpful to the board's decision-making process.

McMillan, a psychotherapist who has been involved in local educational and land-use issues, says she's running to be a "consumer's advocate"

The IJ editorial board recommends incumbents Rick Fraites and James Grossi for the North Marin Water District board.

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Friday, 10/12/2018 Pag.A09

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