

**NORTH MARIN
WATER DISTRICT**

**NORTH MARIN WATER DISTRICT
AGENDA - REGULAR MEETING
December 6, 2011 – 7:30 p.m.
District Headquarters
999 Rush Creek Place
Novato, CA 94945**

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

Est. Time	Item	Subject
7:30 p.m.		CALL TO ORDER
	1.	REORGANIZATION OF BOARD:
		1. Election of President
		2. Election of Vice President
		3. Establishment of Meeting Times and Place
		4. Establishes the Manner of Calling Special Meetings
		5. Appointment of District Officers
		6. Confirm Board Meeting Schedule for 2012
		7. Committee Appointments
	2.	APPROVE MINUTES FROM REGULAR MEETING , November 15, 2011
	3.	GENERAL MANAGER'S REPORT
	4.	OPEN TIME: (Please observe a three-minute time limit)
		This section of the agenda is provided so that the public may express comments on any issues not listed on the agenda that are of interest to the public and within the jurisdiction of the North Marin Water District. When comments are made about matters not on the agenda, Board members can ask questions for clarification, respond to statements or questions from members of the public, refer a matter to staff, or direct staff to place a matter of business on a future agenda. The public may also express comments on agenda items at the time of Board consideration.
	5.	STAFF/DIRECTORS REPORTS
	6.	HEARING/APPROVE: Renewal of Port Sonoma Marina Temporary Existing Water Service Agreement Resolution
		ACTION CALENDAR
	7.	Deny: Request for Exception to Bill Adjustment Policy – 165 Saddle Wood Drive
	8.	Deny: Request for Additional Bill Adjustment – 2404 Laguna Vista Drive
	9.	Approve: Contract Amendment for Miller Pacific Engineering Group
	10.	Approve: Recycled Water North Service Area Expansion - Segment 2 Project: Award Construction Contract
	11.	Approve: Pt. Reyes Well #3 Rehabilitation – Environmental Clearance
8:00 p.m.		INFORMATION ITEMS
	12.	NMWD Self-Assessment

All times are approximate and for reference only.


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

(Continued)

Est. Time	Item	Subject
	13.	TAC Meeting – December 5, 2011
	14.	North Bay Watershed Association Meeting – December 2, 2011
	15.	MISCELLANEOUS Disbursements NMWD Contract with McLellan for Paving Jobs Coho Salmon Numbers on the Rise in Sonoma <u>News Articles:</u> Pages from the Past Longest-Serving Marin Public Official Honored Salinity Notices
9:00 p.m.	16.	ADJOURNMENT

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MEMORANDUM

To: Board of Directors
From: Renee Roberts, District Secretary 
Subj: Reorganization of Board of Directors in an Election Year
T:\BOD\Annual Reorg\Reorganization Election 2011.doc

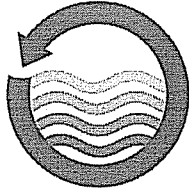
December 2, 2011

Following is an outline of procedures that may be followed at the December 6, 2011 meeting to meet the requirements of the County Water District Law and the California Election Code concerning organization of the Board of Directors after the election of Directors.

The current President calls the meeting to order. He may conduct the nominations or may instruct the Secretary to assume the Chair.

The Secretary states that the Oaths of Office have been administered to Directors Baker, Petterle and Rodoni and will be filed with the Marin County Clerk in accordance with Section 30510 of the Water Code and Section 23556 of the Elections Code.

1. Election of President. Nominations are received for the office of President of the Board. Directors vote on nominated candidates for President.
2. Election of Vice President. The elected President assumes the Chair and presides over the election of Vice President. Nominations are received for the office of Vice President of the Board. Directors vote on the nominated candidates for Vice President.
3. Establishment of Meeting Times and Place. By motion, the Board establishes the time and place of holding its regular meetings: first and third Tuesdays of each month at 7:30 p.m. at District office, with one meeting to be held in West Marin at a place to be determined.
4. Establishing the Manner of Calling Special Meetings. By motion, the Board establishes the manner of calling special meetings (under provisions of Section 54956 of the Government Code).
5. Appointment of District Officers. By motion, the Board appoints a General Manager, Secretary, Auditor, and Chief Engineer and any other officers necessary and convenient to the District.
6. Confirmation of Board Meeting Schedule for 2012. By motion, the Board accepts the proposed meeting dates for the upcoming calendar year with the understanding that the calendar may be adjusted as needed.
7. Committee Appointments. Board review committee appointments recommended by the President.



2012 SCHEDULE
NORTH MARIN WATER DISTRICT
BOARD OF DIRECTORS MEETINGS

MONTH	DATE	TIME
January	3	7:30 p.m.
	17	7:30 p.m.
February	7	7:30 p.m.
	21	7:30 p.m.
March	6	7:30 p.m.
	20	7:30 p.m.
April	3	7:30 p.m.
	17	7:30 p.m.
May	1	7:30 p.m.
	15	7:30 p.m.
June	5	7:30 p.m.
	19	7:30 p.m.
July	3 (Point Reyes)	7:30 p.m.
	17	7:30 p.m.
August	7	7:30 p.m.
	21	7:30 p.m.
September	4	7:30 p.m.
	18	7:30 p.m.
October	2	7:30 p.m.
	16	7:30 p.m.
November	6	7:30 p.m.
	20	7:30 p.m.
December	4	7:30 p.m.
	18	7:30 p.m.

All Board meetings are typically held the first and third Tuesday of the month at the District's headquarters, 999 Rush Creek Place, Novato, except one meeting to be scheduled in West Marin (and any others on an 'as-needed' basis).

If you would like information regarding agenda items, please contact District Secretary Renee Roberts at (415) 897-4133.

**NORTH MARIN WATER DISTRICT
BOARD OF DIRECTORS
COMMITTEES/ASSOCIATION ASSIGNMENTS
2011**

Committee

NMWD Representative/Alternate

North Bay Watershed Association

1 meeting per month – Friday
9:30 a.m. – 11:30 a.m.
Petaluma / Novato

Jack Baker/Rick Fraites

Public Policy Facilitating Committee

(Russian River Biological Assessment/Opinion)

1 meeting per quarter – Friday
9:00 a.m. – Noon
Santa Rosa/Ukiah

Steve Petterle/Dennis Rodoni

Water Advisory Committee

1 meeting per quarter – Monday
9:00 a.m. – Noon
Santa Rosa

Dennis Rodoni/Jack Baker

**Novato Watershed Program Policy
Advisory Committee**

To be determined

Jack Baker/Rick Fraites

North Bay Water Reuse Authority

1 meeting per quarter – Monday
9:30 a.m.
Novato Sanitary District

John Schoonover/Jack Baker

February 14
May 16
August 15
November 14

Recycled Water Subcommittee

As needed

John Schoonover/Jack Baker

NMWD BOARD OF DIRECTORS
OFFICER ROTATION

Year	President	Vice President
2009	Jack Baker	John Schoonover
2010	John Schoonover	Steve Petterle
2011	Steve Petterle	Rick Fraites
2012	Rick Fraites	Dennis Rodoni
2013	Dennis Rodoni	Jack Baker

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DRAFT
NORTH MARIN WATER DISTRICT
MINUTES OF REGULAR MEETING
OF THE BOARD OF DIRECTORS
November 15, 2011

6 **CALL TO ORDER**

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

12 District employees Robert Clark (Operations/Maintenance Superintendent), Doug Moore
13 (Construction/Maintenance Superintendent), Brad Stompe (Distribution and Treatment Plant
14 Supervisor) and Pablo Ramudo (Water Quality Supervisor) were in the audience.

15 **MINUTES**

16 On motion of Director Baker, seconded by Director Fraites and unanimously carried the
17 Board approved the minutes from the previous meeting as presented.

18 **GENERAL MANAGER'S REPORT**

19 **Certificate of Appreciation**

20 Mr. DeGabriele stated that the District received a Certificate of Appreciation from Gilead
21 House, a shelter for women and their families, that was constructed on 7th Street across from the
22 Novato Unified School District.

23 **ACWA Conference**

24 Mr. DeGabriele informed the Board that he will be attending the Association of California
25 Water Agencies Conference in Anaheim from November 29 through December 2; David Bentley will
26 be Acting General Manager in his absence.

27 **OPEN TIME:**

28 President Schoonover asked if anyone in the audience wished to bring up an item not on
29 the agenda and there was no response.

30 **STAFF/DIRECTORS REPORTS**

31 President Schoonover asked if staff or Directors wished to bring up an item not on the
32 agenda and the following items were discussed:

1 South Novato Boulevard Paving

2 Doug Moore reported that paving on South Novato Boulevard is scheduled for Wednesday
3 and Thursday nights of this week.

4 Drew McIntyre informed the Board that the paving project will cost \$36,000.

5 **MONTHLY PROGRESS REPORT**

6 Mr. DeGabriele presented the Monthly Progress Report for October and reported that water
7 production in Novato is down 4% compared to last year; however production through the first quarter
8 is similar to this period for the last three years. He said that West Marin production is down 8% from
9 one year ago; water production at Stafford Treatment Plant is similar to 2007 and 2008 and
10 production will continue through December. Mr. DeGabriele said that there was no recycled water
11 production in October.

12 Mr. DeGabriele noted that Stafford Lake statistics are identical with last year including
13 rainfall amount. He said that in Oceana Marin, there is good freeboard in the treatment and storage
14 ponds going into the winter months. He advised that in Safety and Liability, there was no lost time
15 accidents or injuries in October. Mr. DeGabriele said that the Summary of Complaints and Service
16 Orders shows that complaints are down 13% due to lower high bill complaints; bill adjustments are
17 on par with a year ago and total bill adjustments are \$8,000 less than one year ago.

18 Mr. Bentley stated that this year to date, there is a \$677,000 increase in cash (not including
19 the \$8M loan for the Aqueduct Energy Efficiency Project). He pointed out that on the Monthly
20 Report of Investments, the interest bearing loan to Black Point Partners shows that they have paid
21 back \$1M and that they continue to pay on time.

22 **ACTION CALENDAR**

23 **LETTER TO CITY OF PETALUMA RE WATER SERVICE - PETALUMA BLVD SOUTH**
24 **INDUSTRIAL AREA**

25 Mr. DeGabriele presented a draft letter to the City of Petaluma that proposes to discuss
26 transfer of service responsibilities in the South Petaluma Boulevard Industrial Area. He said that this
27 is the third or fourth attempt to generate discussion with the City of Petaluma and that a formal letter
28 may have a better chance for response from the City Manager or Petaluma City Council. He said
29 that it makes sense for the District to make the attempt to turn over service responsibilities to the
30 City of Petaluma as this area is in their sphere of influence.

31 Director Baker suggested that the language in the letter be revised to show that the District
32 is "reluctant" to provide water service to future development in that area.

1 Mr. DeGabriele said that he would strike the words, "ready, willing and able" from the letter.

2 Director Fraites stated that there may be potential for growth in the South Petaluma
3 Boulevard Industrial Area because of the Dutra project and asked would the transfer of responsibility
4 to City of Petaluma eliminate the District's ability to collect connection fees which would generate
5 more revenue?

6 Mr. DeGabriele replied yes and that the current annual revenue from water service in that
7 area is approximately \$6,000. He said that connection fees are dependent on what would be
8 developed; the Dutra project does not add any connection fees.

9 Mr. McIntyre stated that the District has not considered providing any additional water
10 services in the South Petaluma Boulevard Industrial Area. Mr. DeGabriele advised that the District's
11 practice has been that when a new water service is requested along the aqueduct in Sonoma
12 County, the request is first denied by the District. He stated that the applicant is advised to get land
13 use approval and coordinate with City of Petaluma, County of Sonoma, Sonoma County LAFCO,
14 Marin County LAFCO and City of Novato before seeking water service from the District.

15 There was further discussion on possible future development in the South Petaluma
16 Boulevard Industrial Area.

17 On motion of Director Baker, seconded by Director Rodoni, and carried by the following
18 vote, the Board authorized the General Manager to send the letter to the City of Petaluma as
19 amended:

20 AYES: Directors Baker, Petterle, Rodoni, Schoonover

21 NOES: Director Fraites

22 ABSTAIN: None

23 ABSENT: None

24 **CEQA CONSULTING SERVICES CONTRACT POINT REYES TREATMENT PLANT SOLIDS**
25 **HANDLING FACILITY) - LEONARD CHARLES & ASSOCIATES**

26 Mr. McIntyre stated that Hydrosience Engineers is the design consultant for the Point
27 Reyes Treatment Plant Solids Handling Facility and that the project is at the 35% design stage. He
28 said that it is appropriate at this stage in the design to move forward with the permitting phase. He
29 advised that normally, the District would be exempt from local zoning and ordinances for the water
30 treatment facilities, but this facility is within the Local Coastal Plan and the District will not have an
31 exemption. Mr. McIntyre said it is important to get the permitting and environmental clearance
32 completed at this time and that staff is recommending that Leonard Charles & Associates be hired to

1 prepare the CEQA documentation, noting that Leonard Charles & Associates has a good track
2 record with the District. He said this job is below the District \$30,000 threshold for issuing a Request
3 for Proposals.

4 On motion of Director Baker and seconded by Director Fraites, and unanimously carried, the
5 Board authorized the General Manager to execute an agreement with Leonard Charles &
6 Associates in the amount of \$16,925 for the Point Reyes Treatment Plant Solids Handling Facilities
7 CEQA documentation.

8 **DATE OF SPECIAL MEETING – PLANNING WORKSHOP**

9 Mr. DeGabriele stated that he had proposed that the Board of Directors Planning Workshop
10 be held at the regular meeting on January 3, 2012 but that the Board preferred to have a special
11 meeting in which to hold the Planning Workshop. He said that the proposed dates are Saturday,
12 January 7, Tuesday evening, January 10 and Wednesday, January 11 during the day.

13 On motion of Director Petterle, seconded by Director Fraites, the Board selected Tuesday,
14 January 10, 2012 at 6 p.m. as the date and time to hold a Special Meeting to conduct the Board of
15 Directors Planning Workshop.

16 **INFORMATION ITEMS**

17 **FIRST QUARTERLY FY 11/12 – WATER QUALITY REPORT & BACTERIOLOGICAL QUALITY**
18 **MONITORING**

19 Pablo Ramudo provided the Water Quality Report for the first quarter of Fiscal Year 12. He
20 reported that Stafford Lake experienced water quality problems at the end of August because the
21 water at the bottom of the lake became nearly devoid of oxygen. He explained that the result of this
22 anoxic condition is difficulty in removing metals during the treatment process which creates turbidity
23 and color problems. He described the methods taken to try to mitigate the problem and return the
24 lake chemistry back to normal conditions. Mr. Ramudo suggested that controlling the nutrients
25 entering the lake from the nearby dairy operation may be the best solution to eliminating factors
26 leading to the anoxic conditions. He said that the amount of manure spread over the watershed
27 does not have a chance to absorb into the soil, and that after the first rain there is a large amount of
28 nutrient runoff into the lake. Mr. Ramudo stated that once control of the amount of nutrients going
29 into the lake is achieved, there should be fewer problems in the summer when plant production is
30 maximized. He said that Mr. Clark has attempted to set up a meeting with Dominic Grossi to
31 discuss the Grossi Dairy waste management responsibilities and the impact that nutrient runoff has
32 on the quality of the lake water.

1 There was a lengthy discussion on the Grossi Dairy's waste management operations,
2 nutrients effect on lake water quality and ways to mitigate the problem.

3 Director Rodoni suggested that the District encourage the dairy to spread its manure in
4 alternate sites to avoid the over-fertilization of the land near the lake.

5 Mr. Ramudo continued his report and addressed the Point Reyes water system. He said
6 that there is now salinity intrusion at the wells; sodium level is above 50 mg/l, and the public is being
7 notified via the Point Reyes Light. He said that the loss in production capacity of the Well #3 is
8 making attempts to minimize salinity intrusion in the aquifer through off-tide pumping difficult. Mr.
9 Ramudo advised that Well #2 has also lowered its production capacity. He said that staff has been
10 monitoring for bromide for the past two years, and this is the first Water Quality Quarterly Report that
11 he has included bromide. He advised that bromide is related to salinity intrusion and is responsible
12 for the higher than normal disinfection byproducts (DBP) in the distribution system and the higher
13 than normal DBPs is why the Point Reyes system is under increased monitoring by the Department
14 of Public Health. He opined that in the second quarter, there will be very high concentrations of
15 DBPs in the Point Reyes distribution system.

16 Mr. Ramudo updated the Board on the laboratory arrangement with Novato Sanitary District.
17 He said the District is currently able to share its resources with NSD without using overtime.

18 **WATER CONSERVATION QUARTERLY UPDATE (JULY-SEPTEMBER 2011)**

19 Mr. McIntyre presented the Water Conservation Quarterly Update and informed the Board
20 that Ryan Grisso will be present for the midyear report. He said that during this quarter, Water
21 Smart Home Surveys have increased, likely from outreach of Water Conservation staff at the Novato
22 Farmer's Market. He said that the reduction in rebate amounts may be the reason for the decrease
23 in toilet and washing machine rebates. Mr. McIntyre advised that Prop 84 grant funds in the amount
24 of \$180,000 was allocated to the District and will be used to increase the rebate amount for toilets,
25 washing machines, Cash for Grass and other rebate programs.

26 **STAFFORD LAKE FISH SURVEY**

27 Brad Stompe provided a presentation of the results of the fish survey of Stafford Lake
28 conducted in August with the assistance of the Sonoma County Water Agency electroshock boat
29 and crew. Mr. Stompe said that he had heard complaints from fishermen that the bass population
30 has decreased and the survey confirmed this. He reported that bass is the primary game fish in the
31 lake; and although the population of catchable size fish has decreased, there is a large number of
32 small bass present that should provide for good fishing in about two years. He stated that the
33 redear sunfish and bluegill populations have decreased with an alarming decline in young redear

1 sunfish when compared to the 2007 survey. Mr. Stompe said that the rapid increase in crappie may
2 be affecting the redear and bluegill population. He said that four catfish were counted in the survey
3 but that catfish stay close to the bottom and are not represented in this type of sampling.

4 **SERVICE CONNECTION CREDIT**

5 Mr. DeGabriele stated that at the last meeting Director Rodoni asked that the policy for
6 crediting service connections be revisited. He said that in 2005, the Board reviewed the policy at
7 Director Rodoni's request and the Board did not make any determination at that time. He stated that
8 an adjustment to the practice could be considered, but it is necessary to determine what other
9 agencies are doing, what is legal and what can the District administer. He said it is important that
10 when working with applicants to insure that the District is on solid footing when existing service is
11 credited for something that is equivalent to the water usage but may not be equivalent to the dollar
12 value of the current water usage. He said staff will continue researching this issue as well as
13 consult with legal counsel.

14 Director Rodoni stated that he appreciated staff looking into this. He said that there may be
15 different components of the water connection fees that may or may not have been in force when the
16 original meter was installed.

17 **WAC/TAC MEETING NOVEMBER 7, 2011**

18 Mr. DeGabriele provided a report of the highlights of the WAC/TAC meeting held on
19 November 7. He advised that the WAC was asked to provide comments by November 21 on the
20 Draft Water Supply Strategies Action Plan Update which will then be forwarded to the SCWA Board
21 of Directors in December. He addressed the WAC/TAC discussion on the Management of Russian
22 River to Protect Fisheries and Meet Water Demands, especially about the independent science
23 review panel on flows in the Russian River above the confluence of Dry Creek. He said that the
24 Friends of the Eel River is interested in the SCWA hydrologic model. Mr. DeGabriele said that the
25 hydrologic model is intended to be independent and science-based, not influenced by parties that
26 have a stake in the operation of the Russian River.

27 Mr. DeGabriele expressed his disappointment in how SCWA is disclosing information on
28 their Draft Long Range Financial Plan. He stated that SCWA is not preparing an update to the 2001
29 Long Range Financial Plan and that after reviewing the draft plan in detail, the new plan is extremely
30 complicated. He said that he has many questions and he looks forward for the opportunity to get
31 clarification. He said the challenge will be how to have the information disclosed so that it is
32 available to all concerned. Mr. DeGabriele stated that he and Krishna Kumar will work with SCWA
33 to look at the plan in detail and correct any errors.

1 The last item that Mr. DeGabriele addressed was the SCWA Allocation Model and Rate
2 Study. He advised that Brown and Caldwell is updating the allocation model and will prepare a
3 summer/peak demand allocation model that should be available by the summer.

4 **PETITION FOR CHANGE – NMWD LAGUNITAS CREEK WATER RIGHTS**

5 Mr. DeGabriele informed the Board that he has worked with District legal counsel
6 concerning the Lagunitas Creek Water Rights Petition for Change and his revised proposal has
7 been sent to the State Water Resources Control Board for review. He said that the change in effect
8 is that the District would claim 36 acre feet per year under the pre-1914 right of diversion, also have
9 148 acre feet per year that was acquired from the Giacomini Ranch and license the remainder under
10 the existing Permit 19725. He added that the left over acre feet would be dedicated for instream for
11 fishery purposes in Lagunitas Creek. He said that once the proposal is accepted, it will take a
12 couple of years to license the permitted rights due to a backlog of licensing applications before the
13 State Board.

14 **PT. REYES WELL PRODUCTION STATUS**

15 Robert Clark stated that he was in Point Reyes today with Weeks Drilling and the pilot boring
16 was drilled down to 60 feet, core samples were collected, and the data will be logged and used to
17 design the casing and build the replacement well. He said the new well will be constructed using the
18 bucket method to minimize the impact to the existing wells. He said necessary engineering
19 information was also received today for the County of Marin replacement well permit application.

20 Mr. Clark described the location of the wells using the map he provided in the agenda
21 packet and said that all three wells are within thirty feet of each other on the downstream side of the
22 main pipeline going up to the treatment plant. He said that the replacement well will be just
23 upstream so that the well can be in the same gravel bed as well No. 2. He said that based on the
24 preliminary results received today, the geologist was confident that another well can be developed
25 that will produce 300 gpm, the same amount as was produced by the original Well #3.

26 Mr. Clark advised that the District requested emergency funding from the Department of
27 Public Health, but because there has been no violation of water quality standards, the District does
28 not qualify for emergency funding. He said that DPH will require data through the rainy season to
29 prove that the replacement well is not under the influence of surface water.

30 Mr. Clark advised that the District entered into a contract with Winzler & Kelly for \$16,000 to
31 design the well and evaluation of the soils. He said a contract with Weeks Drilling was executed to
32 drill the pilot well that was performed today. Mr. Clark said that it will be necessary to go outside of
33 the area for a well driller that uses the bucket method. He reviewed the costs associated with the

1 project that is estimated at \$80,000 and he stated that the well is planned to be in operation by the
2 end of May 2012.

3 **MISCELLANEOUS**

4 The Board received the following miscellaneous items: Disbursements, Letter from Paul S.
5 Mamalakis, Payee Field Left Blank on Disbursement Lists, Automatic Payment Service/Email Bill
6 Update and FY 12/13 CalPERS Employer Rate.

7 The Board received the following news articles: Thompson Co-Sponsors Bill That Would
8 Lead to Dam Removal from Klamath River and Salinity Notice.

9 **CLOSED SESSION**

10 President Schoonover adjourned the Board into closed session at 9:10 p.m. for: Conference
11 with Real Property Negotiator (Chris DeGabriele) regarding terms of Intertie Agreement between
12 North Marin Water District and Marin Municipal Water District (Government Code Section 54956.8).

13 **OPEN SESSION**

14 Upon returning to regular session at 9:30 p.m., President Schoonover stated that during the
15 closed sessions the Board had discussed the issues and no reportable action had been taken.

16 **ADJOURNMENT**

17 President Schoonover adjourned the meeting at 9:31 p.m.

18 Submitted by

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Renee Roberts
District Secretary

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MEMORANDUM

To: Board of Directors
From: Drew McIntyre, Chief Engineer 
Subject: Public Hearing - Renewal of Port Sonoma Marina Temporary Water Service Agreement
r:\folders by job no\2000 jobs\2095\2095 public hearing board memo 12.2011.doc

December 2, 2011

RECOMMENDED ACTION: Approve the attached resolution authorizing the President and Secretary to sign the Agreement for Temporary Water Service to Certain Land in Sonoma County for the period of January 1, 2012 through December 31, 2014

FINANCIAL IMPACT: None

North Marin Water District serves water to the Port Sonoma Marina from a 1½ -inch meter located on the west side of the Petaluma River near the Highway 37 bridge. Port Sonoma is not located within the District service territory but is supplied water pursuant to an "outside water agreement." The original temporary service agreement enacted in 1978 resulted when a well serving the property developed a brackish water problem.

The Port Sonoma temporary water service agreement is subject to review and renewal at three-year intervals. The renewal process includes review of water demand by the facility and prohibits resale of water or use of water for purposes other than permitted by Sonoma County in the Use Permit governing development and use of Port Sonoma. Water may not be resold or conveyed off the property.

The current temporary water service agreement expires on December 31, 2011 and the management of Port Sonoma Marina has requested renewal of the agreement for another three-year term (Attachment A). The Harbormaster, Brian Swedberg, who will attend the public hearing, is not requesting changes in the level of service provided.

Staff placed a notice (Attachment B) in the Novato Advance advertising the hearing regarding this temporary service and mailed the notice to the attached mail list (Attachment C). Attachment D is a historical chart of water use.

In 2005, legal counsel reviewed the agreement and recommended inclusion of paragraph 8 clarifying that if the Board of Directors determines pursuant to Water Code sec. 350 et seq. that a "water shortage emergency condition" exists, water service will be discontinued because there could be no surplus at that time.

RECOMMENDATION

Approve the attached resolution authorizing the President and Secretary to sign the Agreement for Temporary Water Service to Certain Land in Sonoma County for the period of January 1, 2012 through December 31, 2014.

Listed below is a chronology of Port Sonoma Water Service Agreements:

Agreement Date	Customer	Comments	Agreement Expiration Date
10/4/78	Shellmaker, Inc	Original Agreement	10/4/81
5/14/82	Shellmaker, Inc	-	5/14/85
2/7/84	Shellmaker, Inc	Assigned to Eric J. Almquist et al	5/14/85
6/6/84	Eric J. Almquist et al	New Agreement	12/31/86
12/23/85	Eric J. Almquist et al	Assigned to Granite Const. Co.	12/31/86
12/31/86	Granite Const. Co	New Agreement	12/31/89
7/7/87	Granite Const. Co	Assigned to Fathom Investors	12/31/89
1/6/89	Fathom Investors	Reassigned to Granite Const. Co.	12/31/89
1/1/90	Port Sonoma-Marin	New Agreement	12/31/92
1/1/93	Port Sonoma-Marin	New Agreement	12/31/95
1/17/95	Port Sonoma-Marin	Assigned to Desert Aggregates, Inc	12/31/95
1/1/96	Desert Aggregates, Inc	New Agreement	12/31/98
1/1/99	Desert Aggregates, Inc	New Agreement	12/31/01
1/1/02	Port Sonoma Assoc LLC	New Agreement	12/31/04
1/1/04	Port Sonoma Assoc. LLC	New Agreement	12/31/07
1/1/08	Port Sonoma Assoc. LLC	New Agreement	12/31/11
1/1/2012	Port Sonoma Assoc. LLC	New Agreement	12/31/14

RESOLUTION NO. 011-
AUTHORIZATION OF EXECUTION
OF
AGREEMENT FOR TEMPORARY WATER SERVICE
WITH
PORT SONOMA ASSOCIATES L.L.C.

BE IT RESOLVED by the Board of Directors of NORTH MARIN WATER DISTRICT that the President and Secretary of this District be and they hereby are authorized and directed for and on behalf of this District to execute that certain AGREEMENT FOR TEMPORARY WATER SERVICE TO CERTAIN LAND IN SONOMA COUNTY between this District and PORT SONOMA ASSOCIATES L.L.C., a Delaware Limited Liability Company, to provide temporary water service to that certain real property designated as "the Sonoma Land, " SONOMA COUNTY, CALIFORNIA.

* * *

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 6th day of December, 2011, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINED:

(SEAL)

Renee Roberts, Secretary
North Marin Water District

**AGREEMENT FOR TEMPORARY WATER SERVICE
TO CERTAIN LAND IN SONOMA COUNTY**

THIS AGREEMENT, made and entered into this first day of January 2012, by and between the NORTH MARIN WATER DISTRICT, a public corporation herein called the "District," and PORT SONOMA ASSOCIATES, LLC, a Delaware Limited Liability Company, herein called the "Customer."

The parties hereto agree as follows:

1. The purpose of this agreement is to set forth the terms and conditions under which the District will furnish a temporary water supply for use on certain land ("the Sonoma land") situated in the unincorporated southwestern portion of Sonoma County and outside the territory of the District. The boundaries of the Sonoma land are delineated on the map marked "Exhibit A" which is attached hereto and incorporated herein and consist of Sonoma County Assessor's Parcels 068-140-26 and 068-140-22.

2. All the water furnished by the District hereunder shall be put to beneficial use on the Sonoma land in connection with the uses thereof that are from time to time approved and authorized by use permit issued by the County of Sonoma. At the present time the authorized uses are the Port Sonoma Marina and ancillary facilities and the operations of the W. K. McLellan Co.

3. All water furnished hereunder shall be delivered, received, used and paid for in accordance with the District's regulations from time to time in effect. The Customer shall comply with all applicable regulations.

4. All water furnished hereunder shall be metered and delivered to the Customer at the District's existing 1 1/2-inch meter in Marin County near State Highway 37 Bridge across the Petaluma River (Point of Delivery). The Customer shall pay for all water delivered at the District's rates from time to time in effect for water service outside the territory of the District.

5. The Customer shall be responsible for the carriage and handling of the water delivered hereunder from and beyond the point of delivery. Customer acknowledges that District does not warrant the quality, quantity or pressure for water delivered beyond the Point of Delivery. The Customer shall make said water available for use on the Sonoma land by the Port Sonoma Marina and ancillary facilities and the W. K. McLellan Co. The Customer shall not meter or resell the water delivered to W. K. McLellan Co., but may install meters on its water distribution system for the purpose of determining leaks or waste of water.

6. If the Sonoma land is subdivided, water furnished hereunder shall thereafter be used only on the remainder parcel designated in accordance with Section 66424.6 of the Government Code of California.

7. The District reserves the right to curtail, interrupt or suspend deliveries of water hereunder to the extent necessary to meet the reasonable needs of water users within the territory of the District in the event of a water shortage as determined by the District.

8. If the District Board of Directors determines that a water shortage emergency condition exists, delivery of water to the customer will be suspended.

9. Customer acknowledges that District does not provide sufficient volumes of water for fire protection purposes. Customer agrees to indemnify and hold the District free from loss, damage, defense costs or expenses for not providing storage for or volumes of fire protection water. Consequently, Customer agrees to maintain such water storage on site as from time to time may be required by the responsible fire protection agency having jurisdiction.

10 This agreement shall terminate on December 31, 2014, unless, prior to that date, it is extended by written agreement of the parties. Upon termination of this agreement, the District shall be under no obligation to furnish water service for use on the Sonoma land.

11. Should the Customer default in the performance of, or breach, any provision, term or condition of this agreement, and fail to cure such default or breach within thirty days after notice thereof, the District, in addition to all other remedies available to it, may forthwith terminate delivery of water to the Customer and/or to the Sonoma land.

12. This agreement shall bind and benefit the successors and assigns of the parties hereto; however, this agreement shall not be assigned by the Customer without the prior written consent of the District. Assignment shall be made only by a separate document prepared by the District at the Customer's written request.

IN WITNESS WHEREOF, the parties hereto have subscribed their names the day and year first above written.

NORTH MARIN WATER DISTRICT
a Public Corporation

ATTEST:
(SEAL)

Dated

Stephen Petterle, President

Dated

Renee Roberts, Secretary

PORT SONOMA ASSOCIATES
L.L.C.
a Delaware Limited Liability Company

(SEAL)

Dated

President

Dated

Treasurer

Notes: If the Applicant executing this agreement is a corporation, a certified copy of the bylaws or resolution of the Board of Directors of said corporation authorizing designated officers to execute this agreement shall be provided.

This agreement must be executed by the Applicant and delivered to the District within thirty (30) days after it is authorized by the District's Board of Directors. If this agreement is not signed and returned within thirty days, it shall automatically be withdrawn and void.

ALL SIGNATURES MUST BE ACKNOWLEDGED BEFORE A NOTARY PUBLIC

COUNTY ASSESSOR'S PARCEL MAP

68-14



68
13

Parcel Map No. 4704
Br. 233 pg. 16, Rec. 4/30/76

R/S 291/36

STATE HIGHWAY No 8

532+35' W
4052.89

R/S 5356/23

15

224.42 AC

N.W.P. RR.

Parcel Map No. 4704
Parcel A
110.21 AC
R/S 405-1
2.00 AC
SBE 853-49-20 PARC. 1
1102 AC

Ag. Pre. 2-345
92-18604

267.10 AC.

4

24
2.98 AC

2

25 AC.

136-017
136

5
25 AC.

Sonoma County
Marin County

Duncan Slough

San Pablo Bay

EXHIBIT "A"

PORT SONOMA MARINA

270 SEARS POINT ROAD

PETALUMA CA. 94954

(707)-778-8055 FAX:(707)-778-2084

David Bentley
North Marin Water District
P.O. Box 146
Novato, CA. 94948

October 19, 2011

Re: Renewal of Temporary Water Service

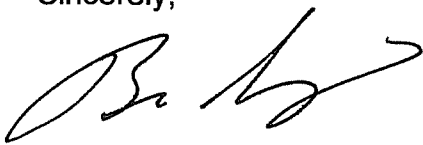
Dear Mr. Bentley,

Port Sonoma Associates LLC., Requests continuation of our temporary water service agreement dated January 1, 2008

It is our understanding that the present agreement expires on December 31, 2011

Please call me at the marina office, if you have any questions.

Sincerely,



Brian Swedberg
Harbormaster, Port Sonoma Marina
707-592-3104 cell

NOTICE OF PUBLIC HEARING

Date: December 6, 2011 (Tuesday)

Time: 7:30 p.m.

To be held by: North Marin Water District

Location: 999 Rush Creek Place, Novato, California

Subject: Consider renewal of Port Sonoma's existing water service agreement

North Marin Water District serves water to Port Sonoma from a 1 1/2-inch meter located on the west (Novato) side of the Petaluma River near the Highway 37 Bridge. Port Sonoma is not located within the territory of the District but is supplied water pursuant to an "outside service agreement." The agreement prohibits resale of water. The agreement also prohibits use of water for purposes other than those permitted by Sonoma County in the Use Permit governing development and use of Port Sonoma. The water service agreement expires on December 31, 2011.

You are invited to submit written comments regarding renewal of the water service agreement and/or appear at the December 6, 2011 hearing and give direct testimony to the Board of Directors. The existing meter size and agreement terms are proposed to be extended for a three-year period. Should you have additional questions or wish to receive a copy of the proposed agreement please call (415) 897-4133. The agreement was initially approved on June 6, 1984 and was last renewed on January 1, 2008.

Renee Roberts
District Secretary
North Marin Water District

November 23, 2011

	Company	Attention	Address	City State Zip
1.	Novato Advance		PO Box 8	Novato, CA 94948
2.	Association of Bay Area Govt		P.O. Box 2050	Oakland, CA 94604
3.	Black Point Improvement Club	Hank Barner	PO Box 267	Novato, CA 94948
4.	Port Sonoma-Marina	Brian Swedberg, Manager	270 Sears Point Road	Petaluma, CA 94952
5.	Novato Fire Protection District	Chief Marc Revere	95 Rowland Way	Novato, CA 94945
6.	City of Novato	Attn: Michael Frank, City Manager	75 Rowland Way, #200	Novato, CA 94945
7.	City of Petaluma	Attn: John C. Brown, City Manager	11 English	Petaluma, CA 94952
8.	Fire Marshal	Sonoma County Dept of Fire	2300 County Center, #221 A	Santa Rosa, CA 95401
9.	Marin Independent Journal		4000 Civic Center Dr., #301	San Rafael, CA 94903
10.	Marin Conservation League	Susan Stompe	1623 5 th Ave., Suite A	San Rafael, CA 94901
11.	Marin County Board of Supervisors	Judy Arnold	3501 Civic Center, Room 329	San Rafael, CA 94903
12.	Marin County LAFCO	Attn: Peter Banning, Executive Director	555 Northgate Dr. #230	San Rafael, CA 94903
13.	Marin County Community Dev	Attn: Brian Crawford	3501 Civic Center Dr., #308	San Rafael, CA 94903
14.	Novato Community Dev. Dept	Attn: Dave Wallace	75 Rowland Way, #200	Novato, CA 94945
15.	Sonoma Co Board of Supervisors	Attn: Efren Carrillo	575 Administration Drive	Santa Rosa, CA 95401
16.	Sonoma County LAFCO	Attn: Richard Bottarini, Exec. Director	575 Administration Drive	Santa Rosa, CA 95401
17.	Sonoma County Permit & Resource Management		2550 Ventura Ave	Santa Rosa, CA 95403
18.	Sonoma County Water Agency	Attn: Grant Davis, General Manager	P.O. Box 11628, 404 Aviation Dr.	Santa Rosa, CA 95406
19.	Ted Lehmann	W.K. McLellan Company	254 Sears Point Road	Petaluma, CA 94954
20.	Moose Boats		254 Sears Point Road	Petaluma, CA 94954

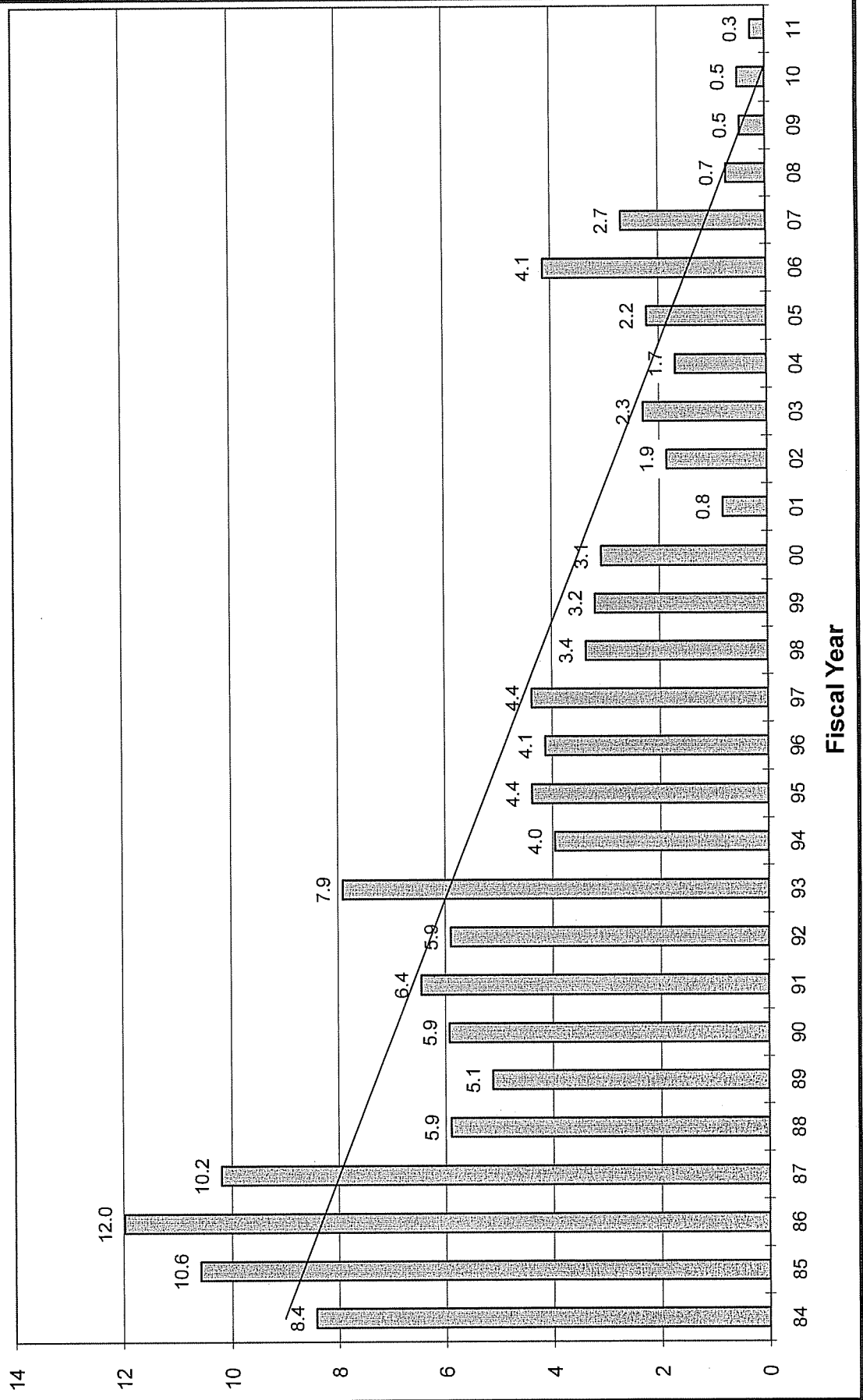
Notice mailed November 18, 2011

R:\Folders by Job Not2000 jobs\2095\2095 MAIL LIST 2011.doc

11/30/11

Port Sonoma Marina Annual Water Use - 28 Year History

MG



7

MEMORANDUM

To: Board of Directors
From: David L. Bentley, Auditor/Controller
Subj: Request for Exception to Bill Adjustment Policy -
t:\cons srvc\memo\165 saddle wood dr.doc

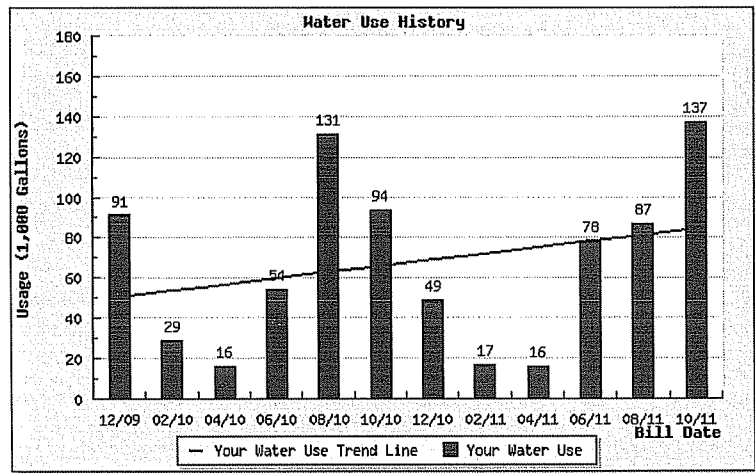
December 2, 2011

RECOMMENDED ACTION: Deny Bill Adjustment

FINANCIAL IMPACT: Range from \$0 to \$211

Chris and Lisa Free, received a \$769 bill for their August/September water use. Based on prior year water use for the same billing period, they would have received a \$493 bill. The Frees have requested that the Board consider an exception to the Bill Adjustment policy. They used 2,106 gallons per day in 2011 compared to 1,533 gpd in 2010. Their 2011 use is 137% of their 2010 use (2,106 ÷ 1,533). The Bill Adjustment Policy requires use in excess of 150% of normal as the threshold to qualify for a bill adjustment. Staff denied the adjustment request based on the policy guidelines.

A letter from Frees (attached) explains that they had a irrigation leak. Using total water use during the 65-day billing period in 2011 compared to total use during the 61-day billing period in 2010 results in a calculated increase of 147%. Accordingly, they ask that the Board make an exception to the policy for the 3 percentage point shortfall. However, a true comparison factors in the difference in the days billed by using the average gallons per day. Thus the actual shortfall at 13%.



If the Board were to grant an adjustment, the amount could be up to \$211, calculated by splitting the charge for the excess use (37,000 gallons) at the base rate.

Staff recommends the request be denied. Since January 1, 2006, when the threshold was reduced from 200% to 150%, the policy has been applied consistently, denying adjustments for all customers below the threshold.

RECOMMENDATION:

Deny the requested bill adjustment.

November 15, 2011

North Marin Water District
Board of Directors
PO Box 146
Novato, CA 94948

RECEIVED
NOV 16 2011
North Marin Water District

Dear Board of Directors,

I live at [redacted] and have been a customer since 1997. We discovered malfunctioning/broken irrigation in our yard and replaced as quickly as was discovered. I asked for help on our now \$769 water bill and was told there is a 1.5 X qualification more than same time last year to be met. I fall short by 3 points. I am asking for an exception to this guideline. Had I known about the guideline I would have happily waited to repair my irrigation to make the "requirement", but I don't think that would be in keeping with the spirit of the guideline nor an intended outcome.

We have a large yard, big family and are not wealthy. On top of that, we work hard to keep our utility bills down because we can't afford it. We would greatly appreciate an exception. I would also like to point out, we have never asked for a bill adjustment since 1997.

Hopefully you can find an exception to this guideline. Let me know if you have any questions.

Respectfully,


Chris & Lisa Free



**NORTH MARIN
WATER DISTRICT**
999 Rush Creek Place / Post Office Box 146
Novato, CA 94948-0146

Telephone: (415) 897-4133

Fax: (415) 892-8043

Website: www.nmwd.com

SEE BACK FOR NOTES

MAILING DATE	ACCOUNT NUMBER	DUE DATE (Note F)	TOTAL DUE	SERVICE ADDRESS
10/06/2011	1991503	10/31/2011	\$ 769.05	Dr

DATE	DESCRIPTION	AMOUNT
08/04/2011	Previous Balance	\$418.88
09/06/2011	PAYMENT ** THANK YOU **	(418.88)
10/06/2011	BASE RATE 39,976 Gal @\$3.49/1,000 Gal	\$139.52
10/06/2011	CONSERVATION INCENTIVE TIER 2- 79,950 Gal @\$5.55/1,000 Gal	\$443.72
10/06/2011	CONSERVATION INCENTIVE TIER 3- 16,958 Gal @\$9.66/1,000 Gal	\$163.81
10/06/2011	SERVICE CHARGE (Note A)	\$22.00

Total Billed Amount: \$769.05

*I should have fixed it for a meter... asking for... excepting to rule of...
- submit letter to Board to get adjusted -
PO. 146 Novato, CA 94948*

METER NUMBER	DATE OF SERVICE	METER READING	USE (CCF)**
96571695	FROM 07/26/2011 TO 09/29/2011	FROM 3857 TO 4040	183

	**CCF	TOTAL GALLONS USED	DAYS	AVG. GALLONS PER DAY
CURRENT PERIOD:	183	136,884	65	2,106
SAME PERIOD LAST YEAR:	125	93,500	61	1,533

** 1 CCF = 100 CUBIC FEET OR 748 GALLONS

IMPORTANT MESSAGE FROM NMWD

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

Thank You for your consistently prompt payments.

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



**NORTH MARIN
WATER DISTRICT**

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

Telephone: (415) 897-4133

Website: www.nmwd.com

ACCOUNT NUMBER	1991503
SERVICE ADDRESS	
TOTAL AMOUNT DUE	769.05
DUE DATE (Note F SEE BACK)	10/31/2011

Mark box for the mailing address change on the reverse side

YES, please send me an application for APS.

NMW1006A AUTO 5-DIGIT 94945
7000002189 01.0006.0304 2189/1



NMWD
PO BOX 146
NOVATO CA 94948-0146



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146

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NORTH MARIN WATER DISTRICT

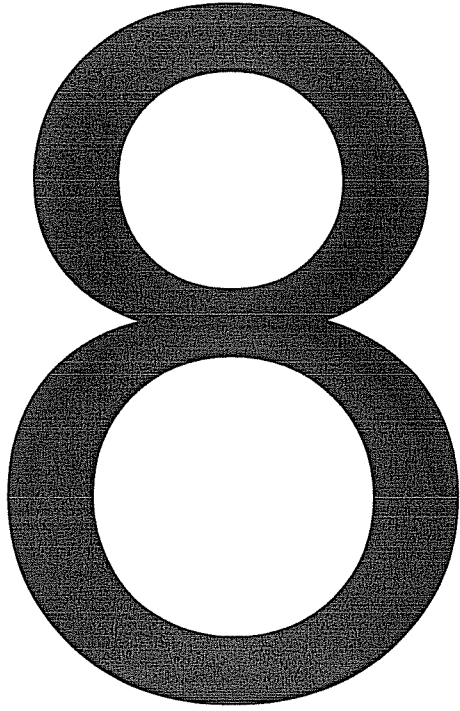
POLICY: BILL ADJUSTMENT POLICY

POLICY NUMBER: 2

Original Date: February 7, 1967
Last Review: January 2, 2007
Adopted: January 2, 2007

ORIGINAL: February 7, 1967
REVISED: January 5, 1971, February 3, 1981,
April 6, 1993, March 7, 1995
April 18, 1995, January 3, 2006,
September 5, 2006
January 2, 2007

In the event water use (measured in 1,000 (thousand) gallon units) for the disputed bill is in excess of one and one-half times the normal seasonal bimonthly use as solely determined by the District and there is no evidence that the excess use of water was due to the willful act or the negligence of the consumer or the consumer's agent(s), the District will credit the consumer's account for one half of the difference between the dollar amount of the normal bill (calculated as normal seasonal bimonthly use at current commodity rates) and the dollar amount of the disputed bill, plus, to the extent the excess use was subject to a tier rate, half the use in excess of normal will be credited to the customer's account at the tier rate. In the event the excess use encompasses two consecutive bimonthly billing periods, such bi-period rate adjustment will be separately applied to each such billing period provided the water use in each bimonthly period exceeds one and one-half times the normal seasonal bimonthly use for said period as determined by the District. Consideration of an adjustment pursuant to this policy shall be allowed only once in any consecutive 24-month period. Consumers requesting a bill adjustment must allow District staff to complete a residential water use survey before any bill adjustment is given. The District General Manager may grant exemptions to this requirement should staff be unavailable to perform the survey in a timely manner.



MEMORANDUM

To: Board of Directors
From: David L. Bentley, Auditor-Controller
Subj: Request for Additional Bill Adjustment –
t:\cons srvc\memo\2404 laguna vista drive.docx

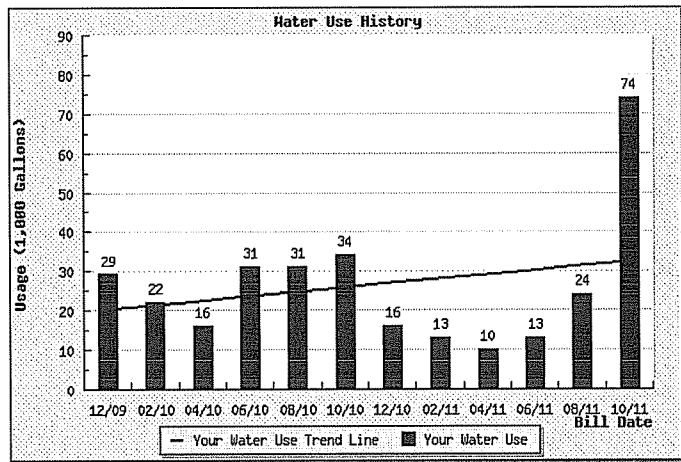
December 2, 2011

RECOMMENDED ACTION: Deny Additional Bill Adjustment

FINANCIAL IMPACT: Up to \$100 if an Additional Adjustment is Granted

Ms. Jeanne Kraft, Laguna Vista Drive, has requested an additional bill adjustment for her October 2011 water bill. Ms. Kraft received a \$500 bill for use of 74,000 gallons, a significant increase from the 34,000 gallons used during the same period in 2010. As a normal procedure in the District's quality control program, a second meter reader was dispatched to verify the reading prior to rendering the bill. The second meter reader confirmed that the original read was accurate and found no evidence of a leak.

When Ms. Kraft received the \$500 bill she called the District. Her bill met the Bill Adjustment Policy criteria and she was granted a \$182 bill adjustment, subject to undergoing a Water Smart Home Survey. In the interim a Field Service Representative was dispatched to Mrs. Kraft's home and she informed him that her gardener discovered that her irrigation system was set to a long watering period, and surmised that a power outage reset the controller to a longer default run-time.



The bill adjustment granted under the policy reduced the bill to \$319. Ms. Kraft requests that she be granted an additional \$100 adjustment based upon her belief that both the meter reader who obtained the original read, and the second meter reader dispatched to verify the original read, failed to mention to her that there might be a problem.

While the meter readers were aware the read was high, there was no evidence of a leak (and in fact there was no leak). There is no dispute that the water was used. Under the Bill Adjustment Policy, Ms. Kraft received the additional 40,000 gallons consumed at below District cost. No further adjustment is warranted.

RECOMMENDATION:

Deny the request for an additional bill adjustment.

RECEIVED

November 14, 2011

NOV 22 2011

Re: Water Bill at . to.
Account #1080004

North Marin Water District

To: The Board of Directors

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

I am writing to appeal my water bills from August 2011 through December 2011.

My water bill for August/October 2011 was \$500 when it is normally about \$200 this time of year. I contacted NMWD to find out what happened. I have not received my current water bill yet.

After my call in Mid October to NMWD they came out immediately to inquire and informed me that my irrigation box was most likely reset by the electricity going out putting it on default mode which watered my grass much longer than it needed and ran up my bill. I have since corrected this problem.


My bill was then adjusted and brought down to \$300. I have paid for \$200 of this bill already. I feel it is not fair that I pay the extra \$100 due to the following:

NMWD personnel came to my house to read my meter on 2 different occasions during this water bill's period to see why my water usage was excessively high for my home. I saw them on both occasions. On one of those occasions I went out to ask him what he was doing and he told me he was just reading the meter. I even asked him if everything was OK and he still said he was just reading my meter. He never mentioned that there might be a problem.

I am very concerned as a citizen that if NMWD was so concerned as to send out someone on 2 different occasions to see if there was a leak because my water usage was excessively high that they would have notified me or even put me on the alert. Had I been notified I would have been able to remedy the cause immediately instead of running up a huge bill not to mention the waste of water.

I hope that you will seriously consider my request to remove the extra \$100 from my current bill and look at the next bill and adjust for the first weeks before the situation was remedied.

Thank you,


Jeanne



**NORTH MARIN
WATER DISTRICT**

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

SEE BACK FOR NOTES

Telephone: (415) 897-4133

Fax: (415) 892-8043

Website: www.nmwd.com

MAILING DATE	ACCOUNT NUMBER	DUE DATE (Note F)	TOTAL DUE
10/13/2011	1080004	11/07/2011	\$ 500.45

DATE	DESCRIPTION	AMOUNT
08/11/2011	Previous Balance	\$152.61
08/22/2011	PAYMENT ** THANK YOU **	(\$152.61)
10/13/2011	BASE RATE 39,976 Gal @\$5.54/1,000 Gal	\$221.47
10/13/2011	CONSERVATION INCENTIVE TIER 2- 34,076 Gal @\$7.60/1,000 Gal	\$258.98
10/13/2011	SERVICE CHARGE (Note A)	\$20.00
Total Billed Amount:		\$500.45

METER NUMBER	DATE OF SERVICE	METER READING	USE (CCF)**
33539118	FROM 08/02/2011 TO 10/06/2011	FROM 461 TO 560	99

	**CCF	TOTAL GALLONS USED	DAYS	AVG. GALLONS PER DAY
CURRENT PERIOD:	99	74,052	65	1,139
SAME PERIOD LAST YEAR:	45	33,660	65	518

** 1 CCF = 100 CUBIC FEET OR 748 GALLONS

IMPORTANT MESSAGE FROM NMWD

\$ 500.45 WILL BE AUTOMATICALLY DEDUCTED FROM YOUR BANK ACCOUNT ON 10/24/2011. NO PAYMENT DUE.

Thank You for your consistently prompt payments.

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



**NORTH MARIN
WATER DISTRICT**

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

Telephone: (415) 897-4133

Website: www.nmwd.com



[1/1]

ACCOUNT NUMBER	1080004
SERVICE ADDRESS	
TOTAL AMOUNT DUE	NO PAYMENT DUE
DUE DATE (Note F SEE BACK)	11/07/2011

Mark box for the mailing address change on the reverse side

YES, please send me an application for APS.

NMW1013A AUTO 5-DIGIT 94945
7000000122 01.0001.0122 122/1



NMWD
PO BOX 146
NOVATO CA 94948-0146



JEANNE KRAFFT
2404 LAGUNA VISTA DR
NOVATO CA 94945-1525

0001080004

00050045



**NORTH MARIN
WATER DISTRICT**

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

PHONE
415.897.4133

FAX
415.892.8043

EMAIL
info@nmwd.com

WEB
www.nmwd.com

October 25, 2011

JEANNE KRAFFT

*Pat \$200
11/19*

BILL ADJUSTMENT

Customer Number: 1080004-1200

Service Address: 2404 LAGUNA VISTA DR

<u>Abnormal Use:</u>	74,052 gal	Rate	Max gal	gal	*	\$/gal	=	Charge
		.1	39,976	39,976	*	\$0.00554	=	\$221.47
		2	79,950	34,076	*	\$0.00760	=	\$258.58
		3		0	*	\$0.01171	=	\$0.00

Abnormal Usage Charge: \$480.45

<u>Normal Bill:</u>	33,660 gal	Rate	Max gal	gal	*	\$/gal	=	Charge
		1	39,976	33,660	*	\$0.00554	=	\$186.48
		2	79,950	0	*	\$0.00760	=	\$0.00
		3		0	*	\$0.01171	=	\$0.00

Excess Use: 40,392 gal Normal Usage Charge: \$186.48

2/44

<u>Credit Amount:</u>	Abnormal Use Charge	Normal Use Charge	Excess Use	1/2 Base Rate	=	Charge
	\$480.45	-(\$186.48	+ 40,392 gal	* \$0.003) =	\$182.08

CREDIT AMOUNT: \$182.08

ORIGINAL BILL AMOUNT:	\$500.45
CREDIT AMOUNT:	(\$182.08)
ADJUSTED BILL AMOUNT:	\$318.37

YOUR ADJUSTED BILL AMOUNT IS DUE BY: November 08, 2011.

(PLEASE SEE ATTACHED BILL ADJUSTMENT POLICY STATEMENT NO. 1)

9

MEMORANDUM

To: Board of Directors

December 2, 2011

From: Drew McIntyre, Chief Engineer



Re: Contract Amendment for Miller Pacific Engineering Group

Z:\NON JOB No ISSUES\Consultants\MPEG\FY10-11\Agmts_BOD Memos\MPEG contract amendment BOD memo 12-11.doc

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

FINANCIAL IMPACT: \$10,000

Background

At the June 7, 2011 meeting, the Board authorized a General Services Agreement between the District and Miller Pacific Engineering Group (MPEG) for miscellaneous geotechnical consulting services.

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

Starting Contract Amount	\$20,000
Carryover balance from FY10 Contract	\$1,000
Carryover balance from PO 23522	\$2,734
Amended Balance	\$23,734
Projects (billings to date)	
Recycled Water North – Soils Borings / Report	<8,600>
AEEP Reach A – Soils Borings / Report	<\$4,900>
AEEP Reaches C & D – Soils Borings / Report	<\$5,900>
Remaining Balance on Contract	\$4,334

Expenditures

FY11-12 MPEG expenditures are estimated to total \$19,400 leaving a balance of \$4,334 on the contract. Although the contract amount has not been completely expended, additional authorized expenditures coupled with the following upcoming tasks make a contract amendment necessary:

- Pt. Reyes Treatment Plant Solids Handling Addition Geotechnical Services
- Misc. Geotechnical services (e.g., So. Novato Blvd. Main Break Repairs, etc.)

Note that MPEG's fee estimate to provide the above referenced geotechnical services for the Pt. Reyes Treatment Plant Solids Handling Addition project is \$4,900. This is an estimated time and expense budget and billings will be based on actual expenses incurred.

RECOMMENDATION

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

10

MEMORANDUM

December 2, 2011

To: Board of Directors

From: Drew McIntyre, Chief Engineer *DM*
Carmela Chandrasekera, Associate Engineer *MC*

Subject: Recycled Water North Service Area Expansion – Segment 2 Project: Award Construction Contract

R:\Folders by Job No\6000 jobs\6055\BOD memos\6055 Segment 2 Contract Award to Ranger Pipelines 12-6-11.docx

RECOMMENDED ACTION: Approve award of the contract to Ranger Pipelines and authorize the General Manager to execute an agreement with Ranger Pipelines.

FINANCIAL IMPACT: \$1,559,900 plus \$78,000 contingency (5%)

Background

The Segment 2 project includes installation of 9,550 feet of new 12-inch pipeline along Olive Avenue, Redwood Boulevard and Wood Hollow Drive (see map in Attachment 1). The Board authorized bid advertisement for the above referenced project on September 6, 2011. The advertised date for this project was September 16, 2011 with a bid opening on October 25, 2011. The District advertised the project in the Marin IJ and mailed contract documents to twenty five (25) interested contractors and builders exchanges in the greater bay area. Seventeen (17) contractors, including thirteen (13) prime contractors, attended the mandatory pre-bid meeting on October 6, 2011. The bid period was for approximately five (5) weeks and included two addenda. As identified below, eight bids were received ranging from a low of \$1,559,900 to a high of \$2,653,000.

	CONTRACTOR	BID
1.	Ranger Pipelines	\$1,559,900
2.	Ghilotti Construction	\$1,710,170
3.	Disney Construction	\$1,714,400
4.	Team Ghilotti	\$1,784,490
5.	Sierra Mountain Construction	\$1,792,050
6.	Argonaut Constructors	\$1,888,750
7.	Maggiore & Ghilotti	\$2,333,333
8.	W.R. Forde	\$2,653,000

The Engineer's Estimate was \$2,000,000. The bid span between the Number 1 and Number 2 low bidders Ranger Pipelines and Ghilotti Construction was at \$150,270 (for a variance of 10%).

Bid Evaluation

Ranger Pipelines of San Francisco, California (Ranger) submitted the lowest responsive bid of \$1,559,900 which is \$440,100 (22%) below the Engineer's construction cost estimate of \$2,000,000. A bid evaluation (Attachment 2) was performed by The Covello Group, the District's construction manager for said project. Covello's bid evaluation confirmed Ranger's construction bid to be responsive and responsible. Staff received the approval of the State Water Resources Control Board staff to move forward with the award of the contract to Ranger prior to formal approval of State Revolving Fund (SRF) loan compliance of the contractor. Covello's bid analysis confirms that Ranger has made good faith effort in this regard.

Following the initial bid evaluation and recommendation to award the contract to Ranger Pipelines by the Covello Group, the District received a phone call that raised questions about Ranger pipeline subcontractor, Underground Boring's qualifications to perform Horizontal Directional Drilling (HDD). Per Segment 2 contract documents, pipe under the railroad crossing on Olive Avenue must be installed by Horizontal Directional Drilling. After further investigation, Covello by a supplement letter (Attachment 3) confirmed that Underground Boring was qualified and experienced in the HDD method although they had no prior experience using fusible PVC, the pipe material specified in the contract documents. Covello further explains in the supplement letter that pipe fusing experience is considerably more important than the experience pulling that material through the bore hole. Underground Boring is hiring Underground Solutions the manufacturer and supplier of the fusible PVC pipe to fuse the pipe. District's legal counsel reviewed Covello's supplement letter and confirmed that the District can properly waive the irregularity according to the competitive bidding principles and also without receiving an inferior product (Attachment 4).

Project Financing and Update

The overall Recycled Water North Service Area Project receives \$1.27M in federal grant funding from the American Recovery and Reinvestment Act of 2009 via Bureau of Reclamation awarded to the North Bay Water Reuse Authority coupled with the recent Prop 84 grant award of \$240,000. The project will also receive a \$3.825M State Revolving Fund loan to finance the bulk of the remaining cost of the project. With the current project cost estimate, it is apparent that another \$1M may be needed in additional SRF loan money and/or payment from the District's reserve funds.

With respect to the current SRF loan, State Water Resources Control Board (SWRCB) Division of Financial Assistance executed the Facilities Plan Approval (FPA) and the Preliminary

Funding Commitment (PFC) for the Recycled Water Expansion North Service Area on July 6, 2011. After receipt of the PFC, the District staff issued the Notice to Proceed for Segment 1 pipeline construction project on July 11, 2011, for Plum Street Recycled Water Tank Rehabilitation project on August 29, 2011 and for Segment 3 pipeline project on September 19, 2011. Segment 1 project is substantially complete and staff will be seeking Board approval to file for Notice of Completion via a separate Board meeting. Segment 3 and Plum Street Recycled Water Tank Rehabilitation projects are in construction and making good progress. See Attachment 5 for a project cost summary.

RECOMMENDATION

That the Board approve award of the Segment 2 pipeline construction contract to Ranger Pipelines and authorize the General Manager to execute an agreement with Ranger Pipelines.



The
Covello
Group

CC ✓ 11/14
DM

November 11, 2011

Letter No. 007

Ms. Carmela Chandrasekera, P.E.
North Marin Water District
999 Rush Creek Place
Novato, CA 94945

PROJECT: NMWD – Recycled Water Expansion North Service Area
SUBJECT: Segment 2 Bid Evaluation – HDD Subcontractor Supplement

Dear Carmela:

The initial bid evaluation forwarded to the District earlier this week recommended award to Ranger Pipelines. The day after that recommendation, the District received a phone call that raised questions about the qualifications of Underground Boring, the Horizontal Directional Drilling subcontractor listed by Ranger. It is my understanding the caller reported that Underground Boring did not have any HDD experience. As a result, additional investigation of Underground Boring's qualifications has been performed.

Supplemental qualification information has been provided by Ranger for Underground Boring. A copy of that information is attached for reference. Similar information was provided with Ranger's bid. Additionally, the email from Ranger Pipeline conveying the information from Underground Boring is also attached. The email from Ranger provides additional information that they requested be forwarded to the District.

The supplemental information identified six reference projects. Two of the six reference projects noted the use of fusible PVC; the others used HDPE, "PVC" or "Certa-Flow" pipe. Covello contacted references for all six of these projects. Because Underground Boring was a subcontractor, the prime contractor was given as a reference. It turns out that the two projects reported to have used fusible PVC actually used fused HDPE. All six of the references contacted spoke very favorably of Underground Boring. All references reported that Underground Boring is knowledgeable and experienced with HDD, that they performed on time, that there were no particular problems, that they worked safely, and all references reported that they would use Underground Boring again. References also reported that Underground Boring has good HDD equipment. Comments were received such as: "these guys are great"; "the best directional driller that we have ever worked with"; and "I highly recommend these guys". In addition to the company, the references to "guys" were to the owners, Mark Randle and Mark Lundquist. Favorable comments were made about "Mark & Mark" multiple times. Resumes for these individuals are included in the attached information.

From this review it is evident that Underground Boring has extensive experience with pipe installation using the HDD method; however they do not have experience with fusible PVC. As such they do not meet the requirement to have experience with at least five projects using fusible PVC. The lack of fusible PVC experience could possibly be a basis for not accepting the Ranger/Underground Boring bid. However, Ranger has also listed Underground Solutions as the supplier of the fusible PVC pipe and noted that Underground Solutions will also fuse the pipe. Given that Underground Solutions will be fusing the pipe, they can be viewed as a subcontractor possessing necessary fusible PVC pipe experience for this project. Of the

2011.010-01.002.007


ATTACHMENT 3

experience related to the fusible PVC, we believe that fusing experience is considerably more important than the experience pulling that pipe material through the bore hole. The experience of the HDD subcontractor with preparation of the bore hole and pulling pipe, we believe, are the principle skills relevant to the HDD contractor.

Underground Boring appears to be well qualified with the drilling and installation of similar pipe using the HDD method. And of course, Underground Solutions is well experienced with fusing PVC pipe and supporting the HDD operation. Given this, we believe the team proposed by Ranger Pipelines is qualified and meets the intent of the qualification criteria. As such we continue to recommend award to Ranger Pipelines.

Please contact me if you have any questions regarding this matter.

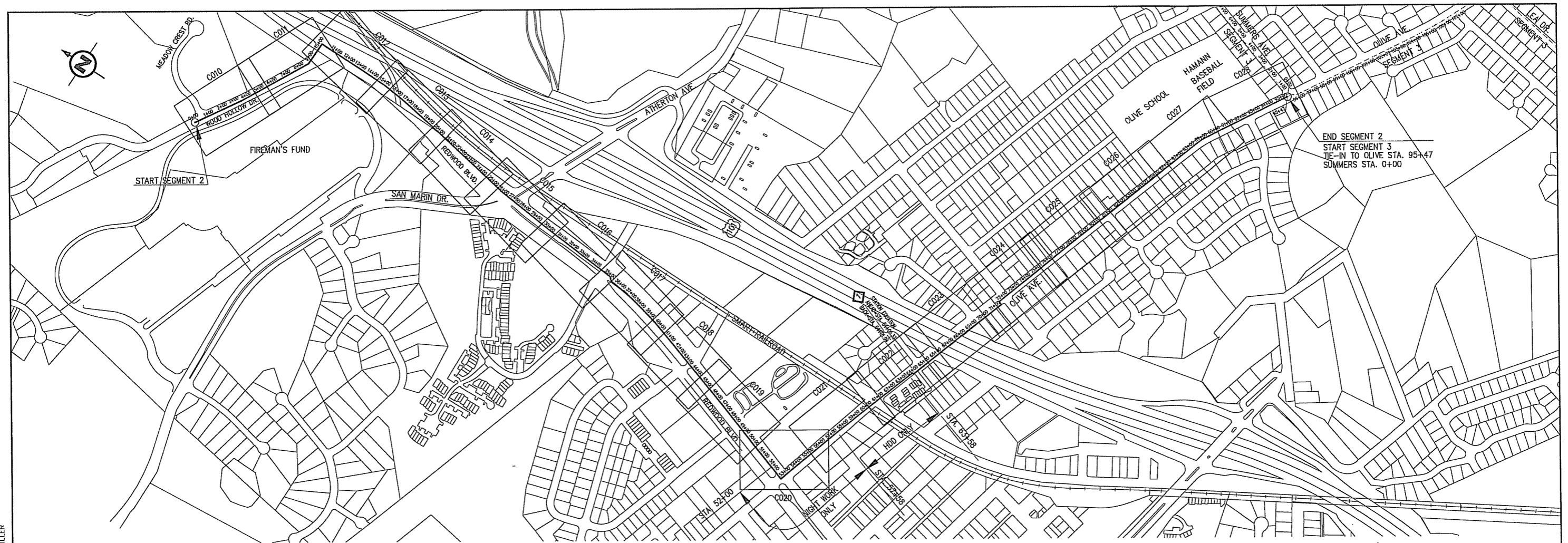
Sincerely,
The Covello Group, Inc.



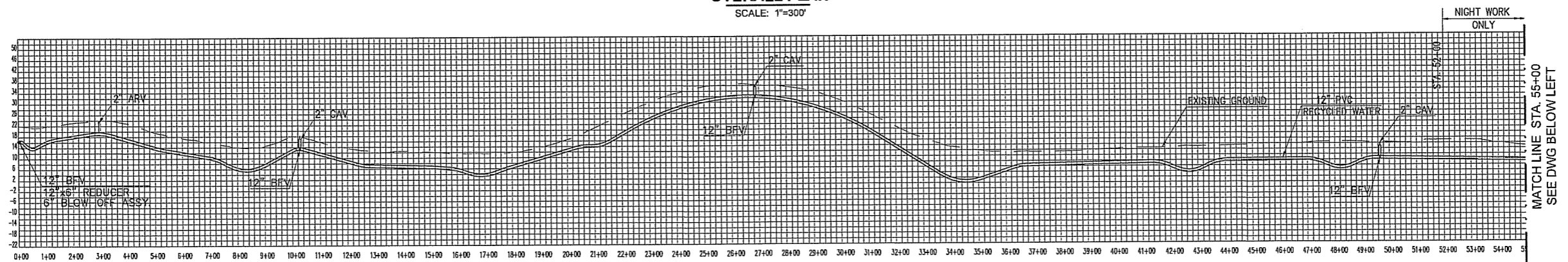
Steven P. Wrightson
Construction Manager

cc:

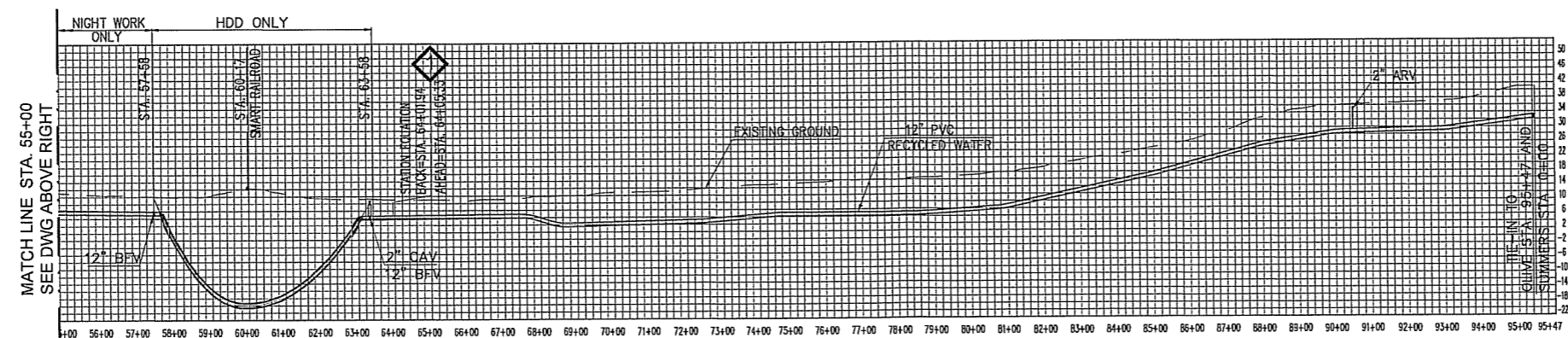
Sep 13, 2011 4:25am W:\JOB\5_RECYCLED WATER\6055\3_ISSUED\1_Segment 2_REDWD-OLIVE\6055G008.dwg User: ACANTILLER



OVERALL PLAN
SCALE: 1"=300'



MATCH LINE STA. 55+00
SEE DWG BELOW LEFT



OVERALL PROFILE
SCALE: HORIZ. 1"=200'-0"
VERT. 1"=20'-0"

ISSUED FOR BID		REVISION		BY APP.	
NO.	DATE	NO.	DATE	NO.	DATE
NORTH MARIN WATER DISTRICT NOVATO, CALIFORNIA					
RECYCLED WATER EXPANSION PROJECT NORTH SERVICE AREA—SEGMENT 2 OVERALL PLAN & PROFILE					
DES	DR	CH	SCALE	: AS NOTED	
CC	AC		DATE	: 4/15/11	
APPROVED: CHIEF ENGINEER			SHEET NO.	: 4 OF 24 SHEETS	
R.E. C40936			SERVICE AREA	5	JOB NO. 6055 NO G008

November 9, 2011

Letter No. 006

Ms. Carmela Chandrasekera, P.E.
North Marin Water District
999 Rush Creek Place
Novato, CA 94945

PROJECT: NMWD – Recycled Water Expansion North Service Area
SUBJECT: Segment 2 Bid Evaluation

Dear Carmela:

Bids for Segment 2 of the subject project were received October 25, 2011 at 3:00 P.M. Eight bids were received. A bid tabulation summarizing the three bids with the lowest prices is attached for your use. Our evaluation is summarized as follows:

Pricing: Ranger Pipelines Incorporated (Ranger) of San Francisco is the apparent low bidder. The second low bidder is Ghilotti Construction (Ghilotti) of Santa Rosa and third low is Disney (Disney) Construction of Burlingame.

Ranger's bid is \$1,559,900 which is \$150,270 or about 8.8% lower than the second low bid. Ghilotti's bid, the second low, is \$1,710,170 and Disney's bid is \$1,714,400.

The bid schedule includes seven items. Comparison of the bid item amounts for the three lowest bidders revealed no significant concern about variations. For Bid Item 2, Trenching sheeting and shoring, Rangers bid is \$6,000 while the other two bids were \$30,000 and \$50,000. Wide variation for this task is not unusual and Ranger has confirmed they can properly perform this task for this price. For Bid Item 5, Rock Excavation, Ranger bid \$10/CY while Ghilotti Construction bid \$1/CY and Disney bid \$20/CY. This variation is attributable to pricing strategy implemented by the bidders and should not impact their ability to complete this work. Bid item 3 request that the percentage by length of installation by Open Cut and HDD be identified. Ranger has shown this to be 50/50. Ghilotti indicated 100% open cut and Disney did not specify.

Ranger's bid is ²²~~12~~% below the engineer's estimate of \$2,000,000.

Bid Forms: The bid forms for Ranger, Ghilotti, and Disney were submitted as required. Some information is to be submitted following the bid. Ranger has submitted all post bid information due at this time. Identified deficiencies are addressed below and on the bid tabulation spreadsheet.

ARRA Documentation: ARRA forms, Attachment A, B, C, D and E of Section 00900, were not submitted by Ranger with the bid however, they are not due until 5 (working) days after the bid opening per Section 00900-13. Covello contacted Ranger and they have submitted those forms.

The ARRA forms were submitted by Ghilotti but have not been reviewed. These forms were not submitted by Disney and have not been requested.

SRF Documentation: The required documents include EPA Forms 6100-3 & 4, the Bidders List and DBE "Good Faith" documents demonstrating compliance with the prescribed steps beginning on page 19 of Section 00820. The EPA forms and the Bidders List are to be submitted with the bid and the Good Faith documents are to be submitted within 10 working days of the bid opening.

Ranger submitted the required documents with their bid; however, only one bidder was included on the Bidders List. Additionally, EPA Form 6100-4 did not list all subcontractors that are to be used as is required. Clarification was requested from Ranger and they subsequently submitted corrected forms. Ranger has not met the DBE content target however they conducted a Good Faith Effort (GFE) and have submitted documentation of the process. Those documents have been reviewed and it appears that a genuine good faith effort was made and the requirements have been met. While in our opinion the GFE requirements appear to have been fulfilled, ultimately the SRF officer must determine the acceptability of the GFE documents.

Ghilotti and Disney submitted EPA forms 6100-3 & 4 with their bids but, like Ranger, neither listed all subcontractors on Form 6100-4. Ghilotti submitted the Bidders List with their bid but Disney did not. No clarification or additional information has been requested from these bidders. Subsequently, Ghilotti submitted Good Faith Effort documentation however it has not been evaluated.

Bidder and Subcontractor Experience: Ranger submitted documents in accordance with Section 00460, Certification of Bidder's Experience and Qualifications, that appear to substantiate that they have the necessary experience, qualifications, and safety record to perform the work. Given our knowledge of Ranger from prior projects and historically, it is believed that they are a capable contractor and therefore references have not been contacted. Ranger named Underground Boring as the HDD subcontractor and experience qualification information was submitted. However Section 00460 requires that the HDD subcontractor demonstrate experience using the specified pipe material (fusible pvc) on at least 5 projects. Underground Solutions has listed only two projects using PVC pipe. However they have listed extensive HDD experience using HDPE and one project using steel casing. Ranger has confirmed that Underground Solutions, the supplier of the fusible PVC pipe, will perform the fusing of the PVC pipe. Although the Underground Boring did not submit information demonstrating full compliance with the experience requirements, given the experience information provided and since Underground Solutions will be fusing the pipe, it appears that Underground Boring has sufficient experience for this project.

Ghilotti submitted the required information however it has not been evaluated.

Disney submitted qualifications however there are questions about their experience and safety qualification and no information was submitted for the HDD subcontractor. Clarification has not been requested.

Subcontractors: Ranger and the other bidders identified subcontractors that they will use to perform work valued at more than one-half of one percent (0.5%) as required by the public contract code. Ranger listed Underground Boring as the HDD subcontractor and did not list any other subcontractors. Ranger has confirmed that they will self perform the AC restoration work with some assistance from a subcontractor but the subcontract value will less than one-half of one percent of the total contract value.

Material and Equipment Manufacturers: Ranger and the other bidders listed manufacturers for both PVC push-on pipe and fusible PVC. All listed VinylTech for push-on and Underground



Solutions for fusible PVC. It has not been verified that these manufactures comply with District requirements and it is requested that the District confirm.

Conclusion: Based on review of the bids it appears that the apparent low bidder, Ranger Pipelines, Inc., is responsive and responsible and it is therefore recommended that they be awarded the contract.

Please contact me if you have any questions regarding this matter.

Sincerely,

The Covello Group, Inc.



Steven P. Wrightson
Construction Manager

cc:

North Service Area Segment 2 Project

Bid Items From Bid Schedule (00310)				Engineer's Estimate		Ranger Pipelines		Ghilotti Construction		Disney Construction			
Item No.	Qty.	Unit	Description of Items	Unit Price	Total Amount	Unit Price	Total Amount	Unit Price	Total Amount	Unit Price	Total Amount	Unit Price	Total Amount
1	1	LS	Mobilization/demobilization				70,000		75,000		85,000		
2	1	LS	Trenching, sheeting, shoring, ...				6,000		30,000		50,000		
3	1	LS	12-inch recycled water pipeline, recycled water service and fire hydrant laterals in Wood Hollow Drive, Redwood Blvd, and Olive Ave from STA 0+00 to STA 95+47...				1,214,000		1,305,680		1,300,000		
4	1	LS	12-inch recycled water pipeline, recycled water pipeline inside an 18-inch casing installed by HDD method and all appurtenances in Olive Ave....				230,000		268,000		200,000		
5	490	CY	Excavation of hard rock together with proper disposal.			10	4,900	1	490	20.00	29,400		
6	1	LS	Encroachment and environmental permitting compliance				30,000		26,000		45,000		
7	1	LS	Record Drawings				5,000		5,000		5,000		
Total Base Bid :					\$2,000,000		\$1,559,900		\$1,710,170		\$1,714,400		\$0

Bid Forms:				
"IN" Stamped before bid closing (00010)		No stamp; assume ok	No stamp; assume ok	No stamp; assume ok
Bid multiplies out and sums correctly		yes	yes	yes
Bid value in word agrees with numerals		yes	yes	yes
License Checks Out (00300) Possesses valid Class A		yes	yes	yes
Bid Form (00300) Addendum 1 & 2 acknowledged		yes	yes	yes
Bid Form - Signed by Authorized Individual (00300-5)		yes	yes	yes
Bid Form - Board Authorization Resolution (00300)		Not required	Not required	Not required
Bid Form - Material and Equipment Manufactures		yes; provided	yes; provided	yes; provided
Bid Form - List of Subcontractors		yes; provided	yes; provided	yes; provided
Bid Form - Contractor's Licensing Statement		yes; provided	yes; provided	yes; provided
Bid Form - Contractor's Equipment Available		yes; provided	not completed; contractor entered "N/A"	yes; provided
Bid Bond (00415)		yes; provided	yes; provided	yes; provided
Bidders Experience and Qualifications (00460)		yes; provided; open items: 1. Experience information submitted for Underground Boring, the HDD subcontractor does not precisely meet the experience requirements. However it appears that their experience is suitable for this project.	yes; provided; open items: 1. Financial Quals to be submitted within 5 days.	yes; provided. Open items: 1. Reference project experience not clearly pipelines; clarification needed. 2. Safety qualification info looks questionable. 3. No qualification information for HDD sub. 4. financial qualis to be submitted within 5 days.
Escrow Agreement (00490)		Not included with bid	submitted; not requested	submitted; requested
Bidders Affidavit of Non-Collusion (00480)		yes; provided	yes; provided	yes; provided
ARRA Attachment A - S/W/M Business Utilized (00900) (Due 5 days after bid)		Yes; provided	Not yet submitted	Not yet submitted
ARRA Attachment B - Statement of Compliance w/ S/W/MBE (00900) (Due 5 days after bid)		Yes; provided	Not yet submitted	Not yet submitted
ARRA Attachment C - Compliance Statement w/ EO 11246 (00900) (Due 5 days after bid)		Yes; provided	Not yet submitted	Not yet submitted
ARRA Attachment D - Cert of Nonsegregated Facilities (00900) (Due 5 days after bid)		Yes; provided	Not yet submitted	Not yet submitted
ARRA Attachment E - Cert of Drug-Free Workplace Requirements (00900) (Due 5 days after bid)		Yes; provided	Not yet submitted	Not yet submitted
EPA Form 6100-3 (Submit with Bid; See Section 00495)		yes; provided	yes; provided	yes; provided
EPA Form 6100-4 (Submit with Bid; See Section 00495)		yes; provided. However all subcontractors that are to be used were not originally listed as required by page 00820-22 and footnote on form. A corrected form has been subsequently submitted.	yes; provided. However all subcontractor that are to be used are not listed as required by page 00820-22 and footnote on form.	yes; provided. However all subcontractor that are to be used are not listed as required by page 00820-22 and footnote on form.
Bidders List (Submit with Bid; See Section 00495)		yes, provided	yes, provided	not submitted
SRF Loan Provisions - MBE/WBE Goals or Good Faith Effort (00820) - Good Faith Effort made and Documented? (Due within 10 working days of bid opening.)		Yes; provided. It appears that the submitted information meets the requirements however ultimate acceptability will be determined by SRF officer.	Not yet submitted	Not yet submitted
SRF Loan Provisions - DBE Form 1: Submitted? (Due within two weeks of bid opening)		Not required by new DBE/GFE process described beginning on page 00820-19. However pages 00820- 4 & 36 state that this form is required. District confirmed these SRF forms are not required as part of Segment 3 bid review.	Not required by new DBE/GFE process described beginning on page 00820-19. However pages 00820- 4 & 36 state that this form is required. District confirmed these SRF forms are not required as part of Segment 3 bid review.	Not required by new DBE/GFE process described beginning on page 00820-19. However pages 00820- 4 & 36 state that this form is required. District confirmed these SRF forms are not required as part of Segment 3 bid review.
SRF Loan Provisions - DBE Form 2: Submitted? (Due within two weeks of bid opening)		Same Comment as for DBE Form 1 above.	Same Comment as for DBE Form 1 above.	Same Comment as for DBE Form 1 above.
SRF Loan Provisions - DBE Form 3: Submitted? (Due within two weeks of bid opening)		Same Comment as for DBE Form 1 above.	Same Comment as for DBE Form 1 above.	Same Comment as for DBE Form 1 above.
CWSRF Form 4 Selected M/WBE (00810-BP31) (To be submitted with bid)		Same Comment as for DBE Form 1 above.	Same Comment as for DBE Form 1 above.	Same Comment as for DBE Form 1 above.
SRF Loan Provisions - DBE Form 5: Submitted? (Due within two weeks of bid opening)		Same Comment as for DBE Form 1 above.	Same Comment as for DBE Form 1 above.	Same Comment as for DBE Form 1 above.
SRF Loan Provisions - Certification of Nondiscrimination Clause: Submitted? (Due within two weeks of contract award) (See pages 00820-38 thru 00820-41)		Not yet provided and not yet required	Not yet submitted	Not yet submitted
SRF Loan Provisions - Certification of Non-Segregated Facilities: Submitted? (Due within two weeks of contract award) (See page 00820-47)		Not yet provided and not yet required	Not yet submitted	Not yet submitted
SRF Loan Provisions - Drug-Free Workplace Certification: Submitted? (Due within two weeks of contract award) (See page 00820-48)		Not yet provided and not yet required	Not yet submitted	Not yet submitted

Subcontractors:	Listed	Listed	Listed	Listed
Striping / Markings		Striping Graphics		
HDD (Ranger originally noted this as Bore & Jack but have clarified that this was intended to say HDD.)	Underground Boring	Advanced Boring Specialists	Advanced Boring Specialists	
Asphalt Paving			Blackstone Asphalt	
Excavating			Springline, Inc	
Trucking			All City trucking	

Material & Equipment Manufacturers:	Specified	Bid	Comply	Bid	Comply	Bid	Comply	Bid	Comply
PVC Pipe, Push-On (if applicable)		Vinyl tech		Vinyl tech		Vinyl-Tech			
PVC Pipe, Fusible (if applicable)		Underground Solutions / North American		Underground Solutions		Underground Solutions			
Fittings									
Valves									

BOLD, POLISNER, MADDOW, NELSON & JUDSON

A PROFESSIONAL CORPORATION

ROBERT B. MADDOW
CARL P. A. NELSON
CRAIG L. JUDSON

500 YGNACIO VALLEY ROAD, SUITE 325
WALNUT CREEK, CALIFORNIA 94596-3840

TELEPHONE (925) 933-7777

TELEFAX (925) 933-7804

E-MAIL office@bpmnl.com

FREDERICK BOLD, JR.
(1913-2003)

JEFFREY D. POLISNER
(RETIRED)

SHARON M. NAGLE
DOUGLAS E. COTY

November 18, 2011

Drew McIntyre
Chief Engineer
North Marin Water District
999 Rush Creek Place
Novato, California 94948

Re: **North Service Area Recycled Water Project – Segment 2:**
Responsiveness of Apparent Low Bid

Dear Mr. McIntyre:

You asked that I advise the North Marin Water District (“NMWD”) of our opinion as to the propriety of awarding the above contract to the apparent low bid submitted for the above project by Ranger Pipelines in light of the failure of the bid to specify “the name and demonstrated successful experience of drill rig operator and locator installing pipelines *using the submitted pipe material* on at least five (5) projects within the previous 3 years” (emphasis added) as specified in Section 460, the Certification of Bidder’s Experience and Qualifications. As analyzed by the District’s outside construction manager, Steve Wrightson of Covello Group, Underground Boring, the horizontal directional drilling (HDD) subcontractor listed in Ranger Pipelines’ Bid “has extensive experience with pipe installation using the HDD method; however they do not have experience with fusible PVC,” which is “the submitted pipe material.”

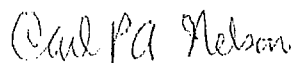
Two key factors determine whether an irregularity can be waived (1) if doing so would give the bidder a competitive advantage over other bidders, and (2) if doing so could result in the District obtaining something inferior to what it sought by seeking bids.

You advised that it had been reported to you that Underground Boring chose not to submit a quote to any bidder other than Ranger Pipelines. Assuming this to be true, no other bidder could claim that Ranger Pipelines would receive a cognizable competitive advantage from waiving the irregularity. (Arguably, there might have been a cognizable competitive advantage if another bidder would have hired Underground Boring for the HDD work had it known the District would waive the experience specified in the Certification of Bidder’s Experience and Qualifications, and if, by hiring Underground Boring, that bidder would have submitted the lowest bid.)

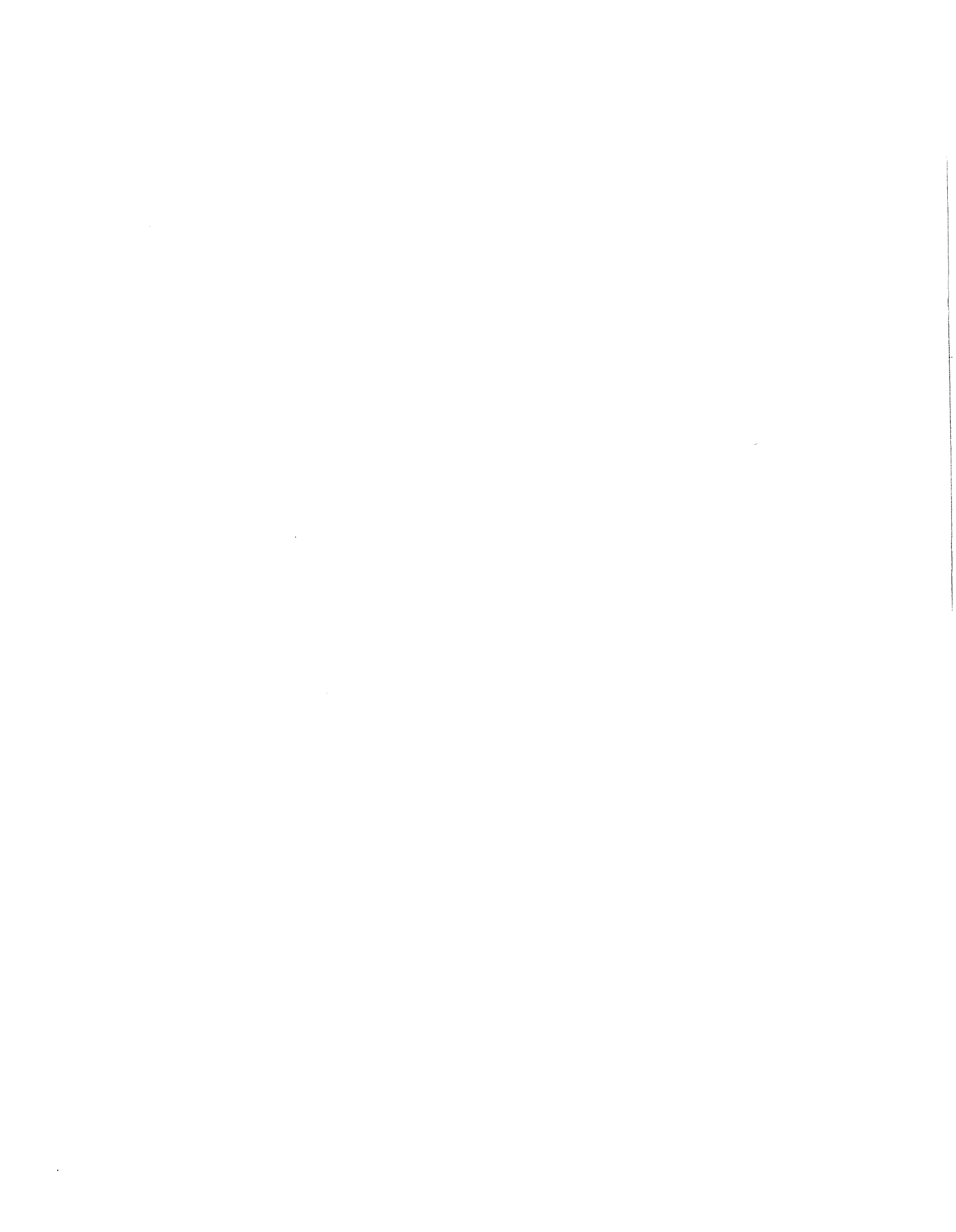
Steve Wrightson has advised the District in writing that “fusing experience is considerably more important than the experience pulling that pipe material through the bore hole,” and noted that the fusing will be performed in the field by Underground Solutions, the manufacturer and supplier of the fusible PVC pipe. You confirmed that neither Underground Boring (nor Advanced Boring Solutions the HDD subcontractor listed by the other bidders) is authorized to fuse the pipe, which is proprietary and supplied only by Underground Solutions. It thus appears that waiving the irregularity could not result in the District obtaining anything inferior to what it sought in the notice inviting bids.

Thus, under competitive bidding principles, the District can properly waive the irregularity. Of course, county water districts like the District are not generally required to award public works contracts under competitive bidding principles (*Associated Building Contractors v. Contra Costa Water District* (1995) 37 Cal. App. 4th 466, 471); here, as often occurs, the District also has discretion to reject the apparent low bid based on these irregularities, which make Ranger Pipelines’ Bid not strictly and completely responsive to the invitation to bid.

Yours very truly,



Carl P.A. Nelson



NORTH MARIN WATER DISTRICT
 WATER SYSTEM IMPROVEMENTS/SPECIAL PROJECTS
 PROJECT SUMMARY
 AS OF NOVEMBER 22, 2011

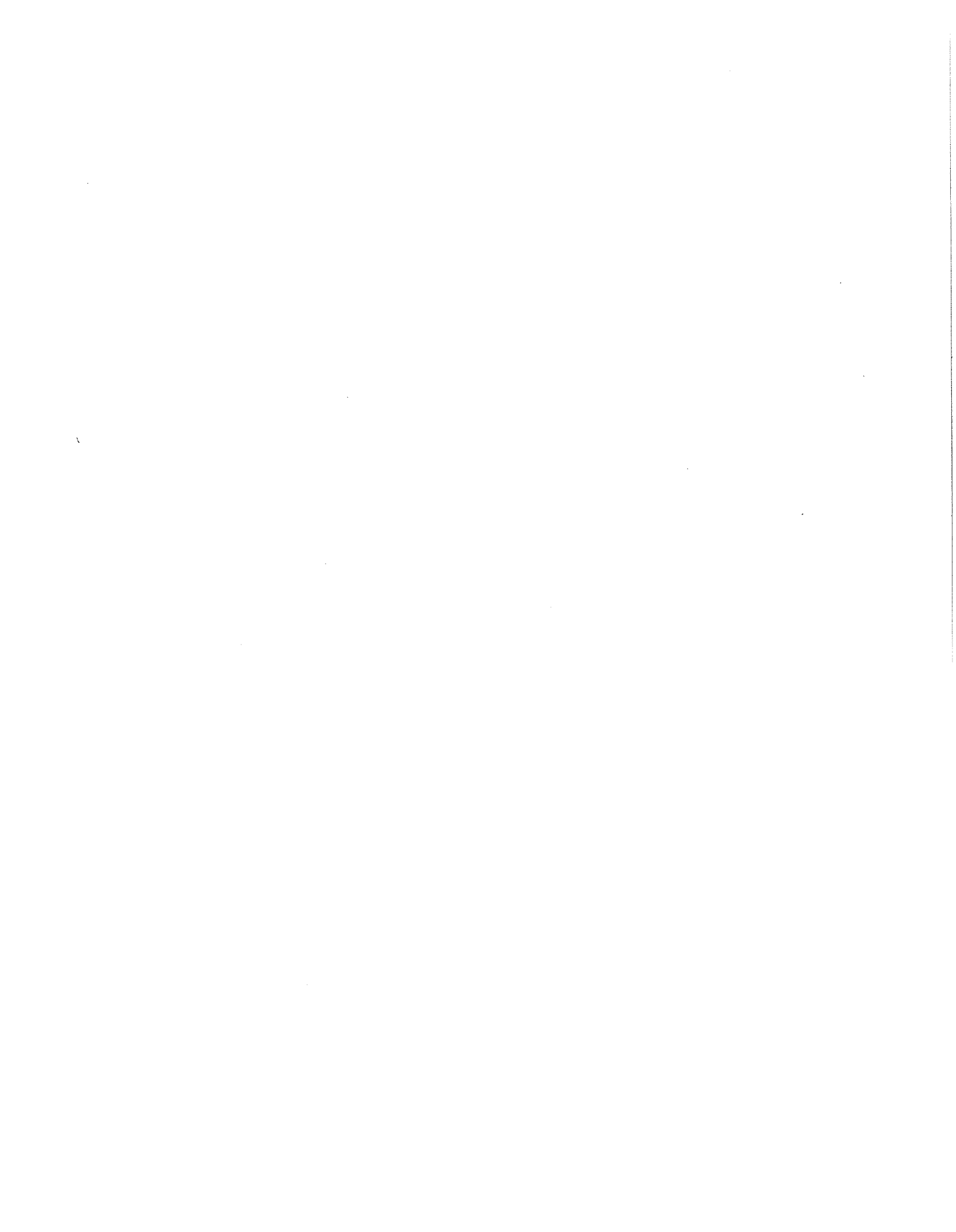
Job No.	Title:		
5.6055.00	Recycled Water Expansion - North Service Area		
Facility No.	Facility Type (Pipelines, Pump Stations, etc.)		
	Pipelines, Tank Improvements		

Description
 Construction of 5 miles of recycled water pipeline and the rehabilitation of the Plum Street Recycled Water Storage Tank Rehabilitation. Segment 1: 8-inch pipeline from FS No. 2 on Atherton Ave. to Valley Memorial Park Cemetary along H Lane (5,100 ft), Segment 2 : 12-inch pipeline from Firemans Fund (Wood Hollow Drive) along Redwood Blvd and Olive Ave to Summers intersection (10,000 ft), Segment 3: 12-inch pipeline from Summers Ave. to Olive Ave to Atherton Ave intersection and Lea Drive to NSD (10,300 ft).

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

	Baseline Cost Estimate	2010 Eastimate	As of Aug 2011	As of Nov 2011	Spent as of 11/22/11		Start	Finish (Est.)	Finish (Actual)
1	Development/Admin				\$126,800	Project Dev.	Jul-10	Aug-11	Aug-11
2	Prelim. Design					Design	Sep-10	Sep-11	
3	Fees and Permitting				\$6,248		Jun-10	Sep-11	
4	Environmental Consultant			\$63,000	\$52,889		Jun-10	Sep-12	
5	Eng. Design - In-house			\$400,000	\$310,017	Permitting	Jun-10	Oct-11	
6	Staff Admin/Bid Phase			\$40,000	\$38,815	Final Design	Jul-10	Oct-11	
7	Construction-NMWD			\$110,000	\$60,331				
7	Rehab. Plum Tank			\$380,380	\$62,107		Aug-11	Dec-11	
8	Const. Segment 1			\$582,225	\$519,645		Jun-11	Nov-11	
	Const. Segment 2			\$1,559,900			Dec-11	Aug-12	
	Const. Segment 3			\$1,553,100			Sep-11	Jun-12	
9	On-site Retrofits			\$435,450	\$119,350				
10	Eng. Servs. During Const.			\$60,000	\$30,201				
11	Dist. Provided Material				\$8,984				
12	Const. Inspection/ Mat Testing			\$604,533	\$130,587				
13	Project Closeout			\$5,000		Project Closeout	Aug-12	Sep-12	
15	Project Subtotal			\$5,793,588					
16	Project Contingency			\$289,679					
	Sub-Total								
	Grand Total	\$5,100,000	\$6,545,372	\$6,083,267	\$1,465,975				

- 1. Includes legal costs, printing, geotech (\$21,440 to MPEG), Survey (\$60,739).
- 10. In-house Design Engineers time
- 3. Fees and Permits - RMC Title 22 (\$5,948), SMART (\$300)
- 11. District provided material for the contractor



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MEMORANDUM

To: Board of Directors Date: December 2, 2011
From: Drew McIntyre, Chief Engineer *DM*
Robert Clark, Operations/Maintenance Superintendent *RC*
Subject: Pt. Reyes Well #3 Rehabilitation – Environmental Clearance
Z:\Folders by Job No\6000 jobs\6603.20\6603.20 LCA BOD MEMO.doc

RECOMMENDED ACTION: That the Board authorize the General Manager to execute an agreement with Leonard Charles and Associates for Pt. Reyes Well #3 Rehabilitation NEPA and CEQA documentation.

FINANCIAL IMPACT: \$19,250

Background

At the September 6, 2011 Board meeting staff presented a briefing and summary of the current condition related to the reduced capacity of Pt. Reyes Well #3 (see attached photos). At that time, staff advised the Board that the 33 year old casing for Well #3 had deteriorated to such a point that it was no longer functional and well replacement was needed. At the subsequent November 15 Board meeting, staff presented an update on the Pt. Reyes Well #3 rehabilitation project and advised the Board that: 1. updated construction costs were approximately \$80,000 and, 2. environmental clearance approval was also needed to address both California Environmental Quality Act (CEQA) and National Environmental Policy Act (NEPA) compliance.

Environmental Clearance

Since Pt. Reyes Wells #2 and #3 reside on U.S. Coast Guard property via an easement, NMWD must follow federal NEPA environmental compliance procedures. Staff is working with the U.S. Coast Guard Civil Engineering Office out of Oakland to obtain NEPA approval. On a parallel path, it has been confirmed by Marin County that NMWD needs to work directly with the California Coastal Commission (CCC) since this project is on federal property that lies within the Local Coastal Plan. From a timeline perspective, the U.S. Coast Guard is projecting a potential environmental compliance review period of 2-3 months and the CCC is estimating an environmental review and approval period of up to 6-7 months. It has become readily apparent that the long environmental compliance timeline has an adverse effect on staff's ability to quickly drill the replacement well.

Professional Services Contract with Leonard Charles and Associates

Obviously, it is the District's best interest to perform the required environmental compliance tasks as quickly as possible to facilitate installation of the replacement well. As such, staff is requesting that the District enter into a consulting services agreement with Leonard

Charles and Associates (LCA) to perform the environmental studies work necessary to complete both the U.S. Coast Guard NEPA application as well as the CCC Coastal Permit application. The attached scope of work proposed by LCA addresses this objective at a cost not to exceed \$19,250. LCA's proposal identifies a scope of work to prepare an Initial Study and Negative Declaration. LCA has already been authorized at the November 15, 2011 Board meeting to proceed forward with CEQA consulting services for the nearby Pt. Reyes Water Treatment Plant solids handling facility. There are inherent cost savings to the District by having LCA (and their subconsultants) visit the site once to perform the necessary onsite investigations at both locations rather than hiring another firm to make a separate site visit assessment. Staff believes that LCA is ideally suited for this work by their demonstrated performance in previous similar projects coupled with the fact that they are starting other similar related environmental studies at the adjacent Pt. Reyes Water Treatment Plant site.

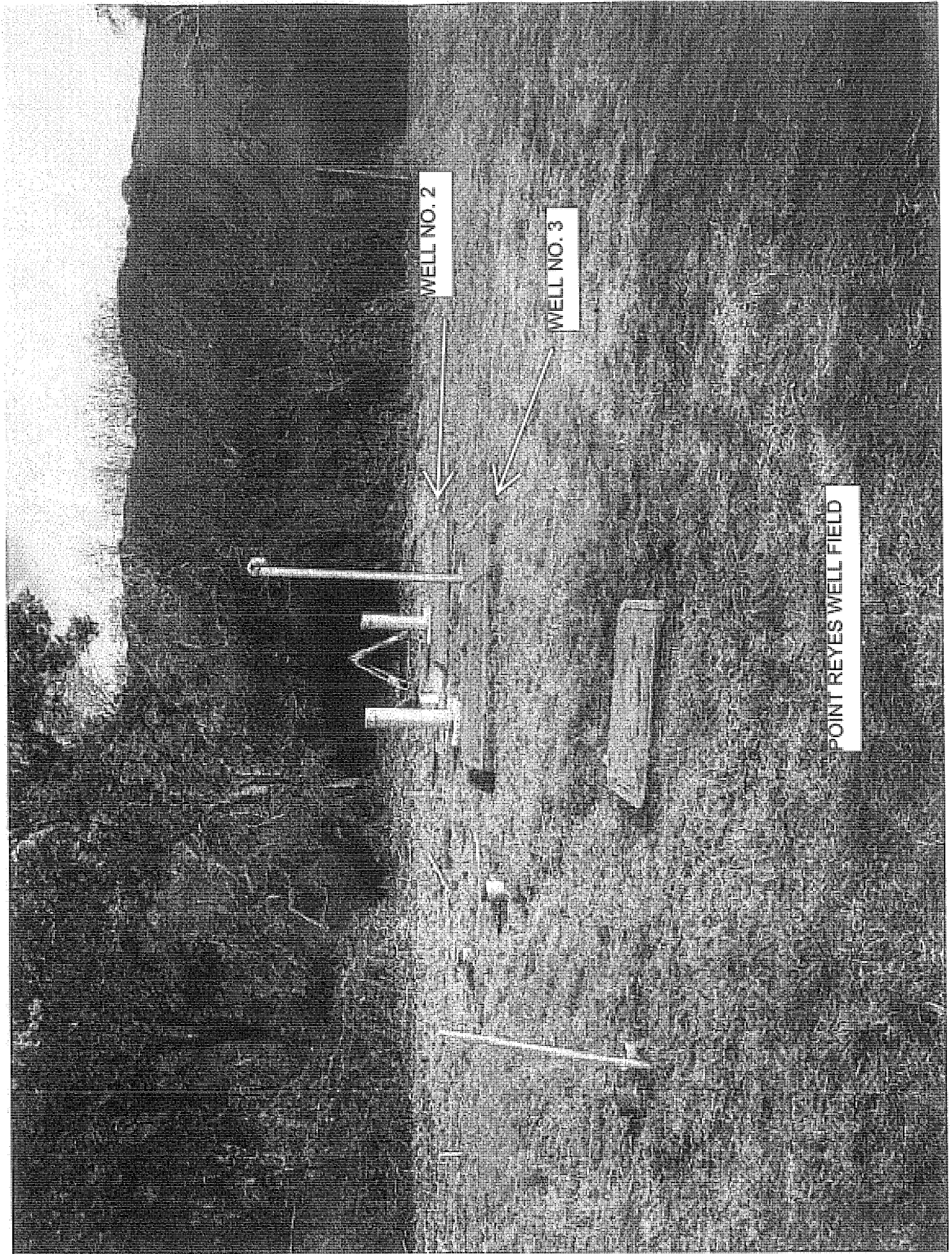
RECOMMENDATION

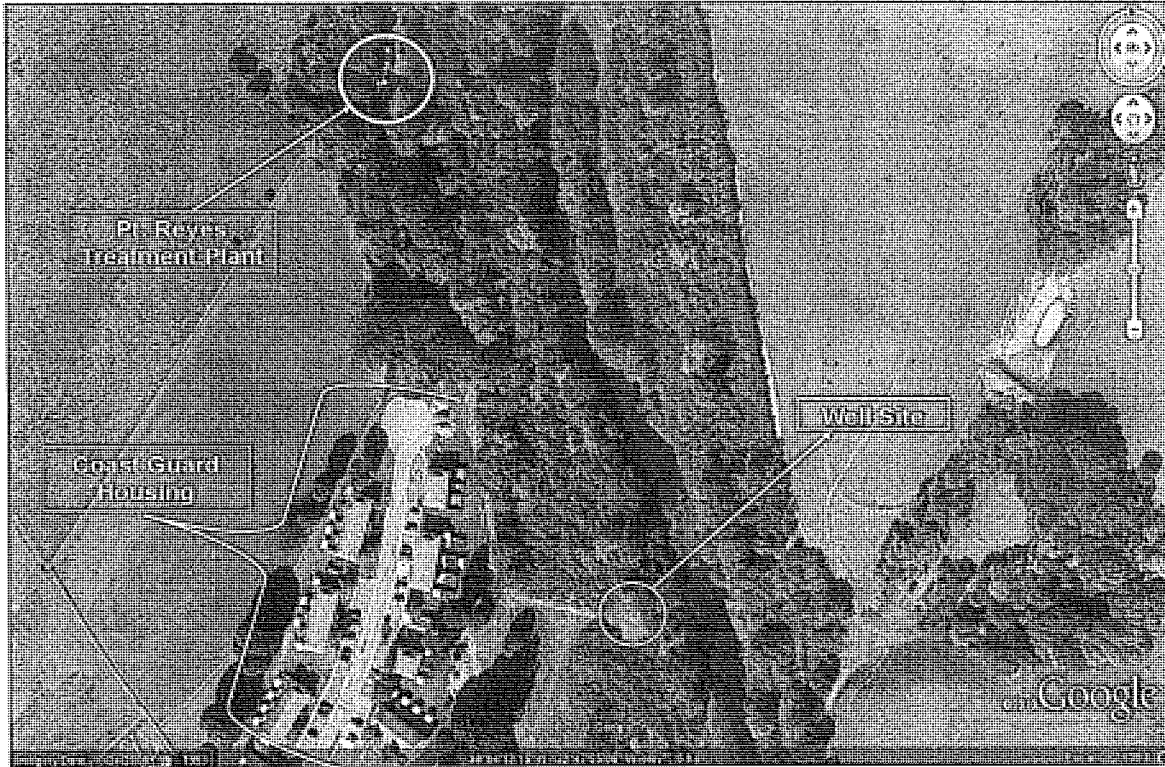
That the Board authorize the General Manager to execute an agreement with Leonard Charles and Associates in the amount of \$19,250 for Pt. Reyes Well #3 Rehabilitation NEPA and CEQA documentation.

WELL NO. 2

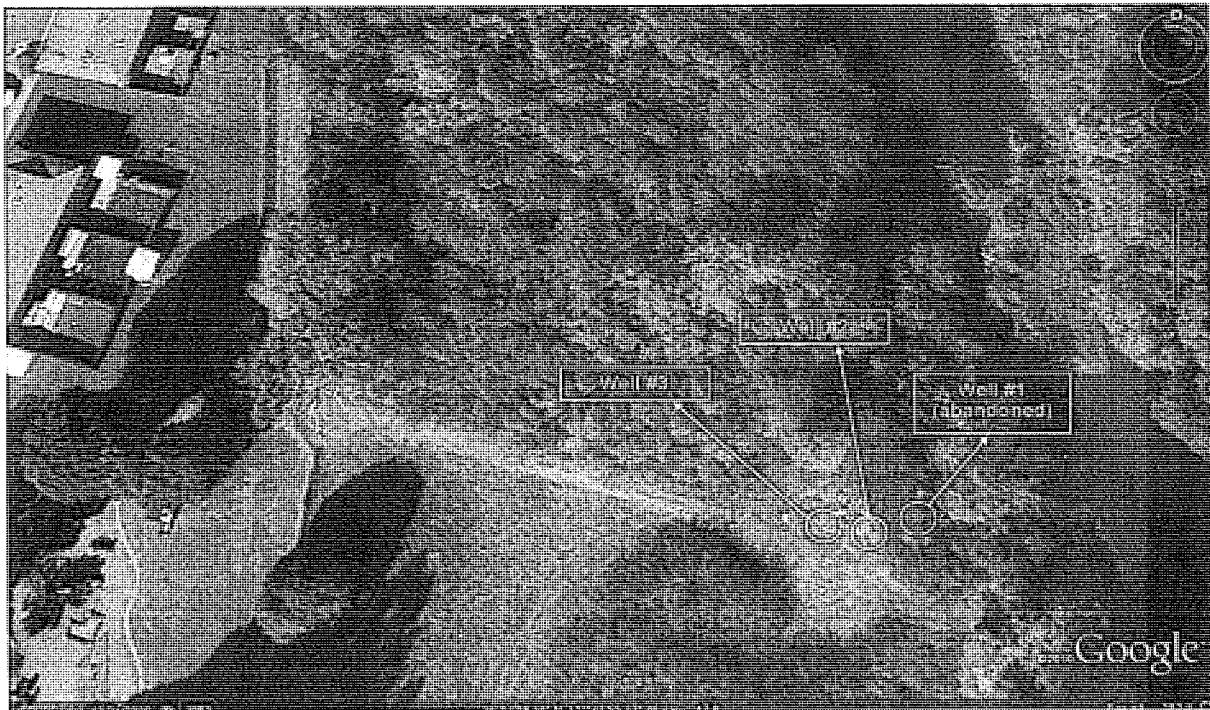
WELL NO. 3

POINT REYES WELL FIELD





Point Reyes Well and Treatment Plant Vicinity Map



Point Reyes Well Location Map

BID PROPOSAL

Point Reyes Well No. 3 Replacement Project

CEQA/NEPA Documentation

November 2011

**Prepared for: North Marin Water District
P.O. Box 146
Novato, California 94948**

**Prepared by: Leonard Charles and Associates
7 Roble Court
San Anselmo, California 94960
415.454.4575**

1.0 INTRODUCTION

The following proposal describes the scope of work that Leonard Charles and Associates (LCA) proposes to conduct in order to prepare the Initial Study and Coastal Development Permit application for the proposed North Marin Water District (NMWD) Point Reyes Well No. 3 replacement at the Coast Guard well site (the "project"). The proposal assumes for pricing purposes that the Initial Study will conclude that the project could be approved with adoption of a Negative Declaration (ND), and a scope of work and cost for preparing the ND is also included. The proposed project includes drilling and installing a replacement at the Coast Guard well site.

The advantage of the District contracting with Leonard Charles and Associates to do this work is that we will be able to do this work at the same time as we prepare the Initial Study for the nearby treatment plant solids handling upgrade project. This reduces the cost of preparing this Initial Study. The work of our subconsultants is also reduced due to their ability to combine field assessments for the two projects. We would also note that our consulting biologist, Charlie Patterson, is very experienced in assessing wetlands and the permitting requirements of the Army Corps.

Because the project is on federal land and will require review and approval by the Coast Guard, the environmental assessment must also meet the Coast Guard's NEPA requirements.

2.0 INITIAL STUDY PREPARATION

LCA will prepare an Initial Study per the requirements of the California Environmental Quality Act (CEQA) and the National Environmental Protection Act (NEPA). The following describes what elements will be included in the Initial Study and what work we will do to complete those elements.

A. Introduction

The Initial Study will begin with an overview of the environment surrounding the project site. We will provide a full description of the project including the site plans and project design provided by NMWD. We will describe the purpose of the project. Finally, we will provide a summary of all impacts as well as the mitigation measures.

B. Environmental Checklist Criteria

We will discuss project impacts per the various impact criteria included in the CEQA Environmental Checklist. The subsections below describe the work for those resource areas where the project may have a significant impact.

Air Quality. This section will discuss project impacts to air quality. Project construction would generate small amounts of vehicle-generated pollution; this effect would likely be less than significant. The project would generate dust during construction. We will refer to the Bay Area Air Quality Management District's (BAAQMD) *CEQA Guidelines* and recommend dust control mitigation measures consistent with those guidelines.

Biological Resources. This section will discuss project impacts to biological resources. Our consulting biologist, Charlie Patterson, will conduct a review of the Natural Diversity Data Base at the same time this review is done for the treatment plant solids handling upgrade project to determine special status species possibly present on or near the project site. He will conduct a site survey to determine the presence or likely presence of special status species or sensitive habitats (e.g., wetlands). He will determine whether the project would affect any special status species of plants or animals, wetlands, or other sensitive habitat or resource. He will assess whether the project would have any direct or indirect adverse effects on Lagunitas Creek. He will confer with the California Department of Fish and Game to determine any concerns or recommendations they may have. If warranted, mitigation measures would be recommended.

The well site contains horsetails (*Equisetum* sp.) immediately adjacent to the wellheads. Horsetails are an indicator of potential wetlands. Based on flagging of the area to be disturbed and used for staging provided by the District, Mr. Patterson will determine whether jurisdictional wetlands would be affected by the well drilling and installation. Mitigation measures for impacts to a wetland, if it exists, would be developed in consultation with the Department of Fish and Game. He will determine whether there is a need to contact the Army Corps regarding permitting for discharges to wetlands. From our initial review, it is possible that no permit would be required since there is a 0.1 acre threshold for certain actions, where truly minimal "discharges" potentially qualify for "non-reporting" to the Corps. The footprint may be so small that it could be a good candidate for non-reporting under nationwide authorization for maintenance/repairs.

Sufficient funds have been requested for Mr. Patterson given the unknown status and size of any potential wetland on the site to provide an analysis that would meet CEQA requirements.

Cultural Resources. This section will discuss project impacts to cultural resources. Tom Origer & Associates, consulting archaeologists, will conduct a field survey and analysis. They will combine the study of this project with the work they are doing for the treatment plant upgrade. This includes contacting the Native American Heritage Commission (NAHC) and appropriate local tribal representatives. They will conduct a field observation of the site. They will prepare a written technical report that will include the results of the Native American contacts, archival research, and field survey of the project area. Primary documentation (DPR 523A) will be completed for any identified cultural resources that could meet criteria for inclusion on the California Register of Historical Resources; however, formal evaluations of any cultural resources are beyond the scope of this set of tasks. It cannot be predicted that formal evaluation of any cultural resource is warranted until after their initial field survey.

Geology/Soils. This section will discuss project impacts to geology and soils. We will incorporate any data, conclusions, and mitigation measures developed by the District's drilling consultants or District staff as regards erosion control. If a geotechnical or drilling report has not been prepared by the time we start work, we will recommend standard conditions that must be finalized in the geotechnical report.

Global Climate Change. This section will discuss project impacts to the global climate. We will discuss project emissions of greenhouse gases from construction as well as

emissions generated by electrical power producers that produce the electricity required to operate the facility per the significance criteria recently adopted by the BAAQMD.

Hazards and Hazardous Materials. This section will discuss project impacts from hazards and hazardous materials. We will describe how project implementation would entail the use of hazardous materials common to construction projects, such as gasoline. Use of such materials would not be expected to have a significant impact given standard mitigations. We will discuss the potential for spillage of chemicals and silty water and what steps the District will implement to minimize the risk of spillage of these materials during project construction and transport of substances. We will also discuss potential releases of any drilling mud or other substances used as part of the drilling process.

Hydrology/Water Quality. This section will discuss project impacts to hydrology and water quality. We will describe the current site runoff pattern to Lagunitas Creek. We will discuss erosion impacts, impacts from potential escape of silty water, and the potential sedimentation impacts on Lagunitas Creek. We will discuss any changes to the site drainage system and whether these changes would adversely affect flows in the creek. More importantly, we will discuss how the project would reduce emission of pollutants to Lagunitas Creek. We will review the District's erosion and water control methods. If warranted, we would recommend additional water quality control BMPs.

Land Use/Planning. This section will discuss land use and planning impacts. We will assess the project for consistency with policies contained in the Marin Countywide Plan and County zoning. Because the site is under the permit jurisdiction of the Coastal Commission (rather than the County of Marin), we will assess project consistency with the Coastal Act. Though the site is not under the jurisdiction of the County of Marin, we will nevertheless assess project consistency with the adopted and draft Local Coastal Plan (LCP). We will discuss surrounding land uses and whether the project would substantially affect those uses.

Noise. This section will discuss project noise impacts. We will discuss how project construction would generate short-term noise. NMWD will provide us with a list of equipment to be used for construction, the length of time this equipment would be in use, and a construction schedule for the project. We will discuss potential noise impacts on the nearest residences at the Coast Guard Station given typical noise generated by the proposed equipment.

Transportation/Traffic. This section will discuss project impacts to transportation and traffic. NMWD will provide LCA with a construction schedule and an estimate of the number of trips required per phase for workers, supplies, and equipment. We will discuss the impacts of this traffic on the local roads. This assessment will include a discussion of any traffic safety issues involved with project traffic traveling through the housing areas on the Coast Guard Station.

Other Factors. We will provide discussions of all the other factors that need to be addressed in the Environmental Checklist, including agricultural and forestry, aesthetics, mineral resources, population/housing, public services, recreation, and utilities/service systems. It is not expected that the project would have significant effects on any of

these resources. However, the Initial Study will provide sufficient information for each Checklist item to support such conclusions.

Mandatory Findings of Significance. We will provide summary discussions to determine whether the project would potentially degrade the environment or have adverse effects on humans. It is expected that the impacts to the natural environment and humans would either be less than significant or less than significant given recommended mitigation measures.

We will assess potential cumulative impacts. This will include a description of other projects proposed in the area (as provided by the County). It will include a discussion of the cumulative impacts of this project plus the treatment plant upgrade project.

3.0 PREPARATION OF DRAFT NEGATIVE DECLARATION AND OTHER CEQA REQUIREMENTS

For proposes of developing a cost estimate, this proposal assumes that the Initial Study will conclude that all potentially significant impacts can be reduced to a less than significant level and that a Negative Declaration (ND) would be prepared for the project. In the event that the Initial Study concludes that preparation of an EIR is warranted, this proposal will need to be amended to reflect the additional time and expense for preparing an EIR. The subsections below outline what work will be done to prepare a ND and to complete other CEQA-required tasks.

A. Prepare Draft Negative Declaration

Based on the Initial Study, LCA will prepare a Draft Negative Declaration. The Negative Declaration will include all elements required by CEQA.

B. Mitigation Monitoring Program

LCA will prepare a Mitigation Monitoring Program for the project that will include tasks, timelines and responsible parties. The program will include all elements required by CEQA.

C. Respond to Comments

We will prepare written responses to comments received during the public review period to the degree that those comments are relevant to the Negative Declaration.

D. Public Hearings

We will attend two public hearings on the Draft Negative Declaration before the NMWD Board. We will respond orally to comments or questions asked at those hearings.

E. Prepare Final Negative Declaration

We will revise the Draft Initial Study and Negative Declaration to respond to comments received during the review period.

F. Prepare CEQA Notices

LCA will prepare the following documents:

- The Notice of Availability and Intent (NOI) to Adopt a Negative Declaration.
- The memo that will accompany the NOI. LCA will also provide NMWD with a list of agencies to whom the NOI should be sent.
- The Notice of Completion.
- The Notice of Determination (NOD) to be used once the Negative Declaration and the project are approved.

4.0 NEPA CHECKLIST

We will use the information gathered to prepare the Initial Study and ND to complete the Coast Guard's Environmental Checklist. This will include preparing responses and analyses for the 10 Checklist Questions regarding the impacts of the project on the environment and human safety and health.

We will provide the Coast Guard with the Initial Study as well as the Environmental Checklist and confer with their staff about what NEPA document they may require. It is possible that the project will be eligible for a Categorical Exemption under NEPA. If a Categorical Exemption is not allowed, it is quite possible that the CEQA Initial Study and ND will be all that would be need to comply with Coast Guard requirements. We will confer with Coast Guard staff to determine its requirements

5.0 COASTAL DEVELOPMENT PERMIT

We will complete the Coastal Commission's Coastal Development Permit application. We anticipate conducting several discussions and/or meetings with the Coastal Commission staff to ensure that all permit requirements are met when submitting the application.

We will also be responsible for providing most of the attachments to the permit as described in Section IV; Required Attachments of the permit application form. The following lists the attachments and who would be responsible for providing those attachments.

1. Proof of the applicant's legal interest in the property. NMWD would provide this.
2. Assessor's parcel map(s) – LCA will provide.

3. Copies of required local approvals for the proposed project, including zoning variances, use permits, etc., as noted on Local Agency Review Form, Appendix B. Appendix B must be completed and signed by the local government in whose jurisdiction the project site is located. LCA will contact the County to determine whether any approvals are needed and request that the County complete and sign the Appendix B form.
4. Stamped envelopes addressed to each property owner and occupant of property situated within 100 feet of the property lines of the project site (excluding roads), along with a list containing the names, addresses and assessor's parcel numbers of same. LCA will provide.
5. Stamped, addressed envelopes and a list of names and addresses of all other parties known to the applicant to be interested in the proposed development (such as persons expressing interest at a local government hearing, etc.). LCA will provide.
6. A vicinity or location map with the project site clearly marked. LCA will provide.
7. Copy(s) of plans drawn to scale, including (as applicable). Trees to be removed must be marked on the site plan. In addition, a reduced site plan, 8 1/2" x 11" in size, must be submitted. NMWD will provide.
8. Where septic systems are proposed, evidence of County approval or Regional Water Quality Control Board approval. Where water wells are proposed, evidence of County review and approval. This attachment is not applicable for this project.
9. A copy of any Draft or Final Negative Declaration, Environmental Impact Report (EIR) or Environmental Impact Statement (EIS) prepared for the project. If available, comments of all reviewing agencies and responses to comments must be included. LCA will provide.
10. Verification of all other permits, permissions or approvals applied for or granted by public agencies such as:
 - Department of Fish and Game - possible
 - State Lands Commission – not applicable
 - Army Corps of Engineers - possible
 - U.S. Coast Guard – yes
 NMWD will provide any Coast Guard permissions, LCA will provide the others.
11. For development on a bluff face, bluff top, or in any area of high geologic risk, a comprehensive, site-specific geology and soils report (including maps) prepared in accordance with the Coastal Commission's Interpretive Guidelines. This attachment is not applicable for this project.

We will also provide the "Declaration of Posting" (Appendix D of the application form) and conduct the posting.

6.0 SCHEDULE AND PRODUCTS

Once we are sent a signed contract and are provided the project description the following schedule will apply:

- | | | |
|----|--|---------------------------------------|
| 1. | Submittal of 5 copies of Draft
Initial Study and ND | Within 6 weeks of
Contract Receipt |
|----|--|---------------------------------------|

- | | | |
|----|--|---|
| 2. | Submittal of one (1) camera-ready copy of the Initial Study and ND | Within 2 weeks of receipt of all NMWD comments on #1 |
| 3. | Completion of NOI | Within 1 week of #2 |
| 4. | Submittal of Draft IS/ND to Coast Guard | Within 1 week after #2 |
| 5. | Submittal of one (1) camera-ready copy of Final ND and Mitigation Monitoring Program and CDP application | Within 3 weeks of the close of the public review period |
| 6. | Submittal of CDP application to the Coastal Commission | Within 1 week of District adoption of the ND |

7.0 STAFF

The following LCA staff will work on this project. Resumes will be provided on request.

<u>Staff Member</u>	<u>Responsibility</u>
Leonard Charles, Ph.D.	Project Manager
Lynn Milliman	Environmental Analyst
Jacoba Charles	Environmental Consultant

Charles Patterson, consulting ecologist, will provide technical assistance in preparing the analysis of project impacts on biological resources. Staff of Tom Origer & Associates will conduct the analysis of impacts to cultural resources.

8.0 PRICE QUOTE

1. Preparation of Initial Study

Meetings with NMWD Staff	\$ 150
Fieldwork, Analysis, and Report Writing	2,900
Charles Patterson Biological Subconsulting	2,400
Tom Origer & Associates Cultural Resources Subconsulting	400
Graphics	100
Word Processing	300
Direct Expenses	100
Subtotal	\$6,350

2. Preparation of Draft ND

Draft ND	300
Mitigation Monitoring Program	300
Notice Preparation	300
Public Hearings (2)	1,200
Response to Comments	600
Final ND	200
Subtotal	\$2,900

3. Preparation of Coast Guard Environmental Checklist

Prepare Checklist	600
Provision of Documents to and Coordination with Coast Guard	800
Subtotal	\$1,400

4. Preparation of CDP Application

Application Preparation	1,200
Attachments	
Prepare the Two Required Maps	250
Obtain County of Marin Approval	400
Prepare Lists of and Envelopes for Local Residents and Interested Parties	500
Provide Permit Verifications	1,200
Prepare Notice and Conduct Noticing	250
Provide CEQA Analysis	750
Coordination with Coastal Commission	2,800
Subtotal	\$5,500

5. Project Management and Administration **\$1,100**

Total for Base Scope of Work \$19,250

LCA Hourly Rates

Leonard Charles	\$160
Lynn Milliman	\$140
Jacoba Charles	\$100
Clerical	\$60

The cost for the two subconsultants are fixed price quotes provided by the two subconsulting firms. This is a not-to-exceed price quote. We will bill the District for the time expended not to exceed the price listed above.

Notes to Price Quote

1. If the project description changes to the degree that analyses must be redone or written parts of the report must be revised after NMWD has provided us the project description and authorized us to start work, then NMWD will agree to compensate us for the additional time required to redo analyses or rewrite portions of the report.
2. If the District elects to hold an environmental scoping meeting, the cost for Leonard Charles to attend would be \$600.
3. The scope of work does not include the formal delineation of wetlands and preparation of a Corps permit or formal coordination with the Army Corps. It is likely this will not be required, but if it is, it will require a budget augment. Informal discussions with the Corps are within the base scope of work.
4. If the California Department of Fish and Game, NMFS, USFWS, Army Corps, the Coastal Commission, and/or the Coast Guard require more detailed research about biological resources or effects, and/or require more extensive coordination than phone consultations, this would require a budget augment. The price would depend on the level of additional research and consultation the agencies require. If the site contains a wetland that would be disturbed per the Coastal Commission's definition, then the Wetland Analysis required by the Coastal Commission would be done as an amendment to the contract.
5. If the Coast Guard requires a more extensive Environmental Assessment than provided in the IS/ND. We can prepare this as an amendment to the contract.
6. Tom Origer & Associates scope includes documentation of one cultural resource on the site. If additional cultural resources are discovered there would be an additional cost of \$250 per resource to provide the required documentation.
7. The cost does not include formal evaluations of any cultural resource. If it is determined that such resources may occur on the site, evaluation by Tom Origer & Associates can be arranged as an amendment to the contract.
8. If the Initial Study indicates that an EIR must be prepared, we will negotiate with NMWD regarding the scope of that EIR and its cost. An EIR would be prepared as a revision to this proposal.
9. The Price Quote includes attendance of Leonard Charles at two public hearings. Leonard Charles will attend additional public hearings at a cost of \$600 per hearing. Cost of attendance at a Coastal Commission hearing at an out-of-the-Bay Area location would be reimbursed on a time and materials basis

10. Printing services can be provided If the District wishes. The cost will be an additional \$15 per copy for the Initial Study/ND.
11. The District is responsible for all costs of mailing documents.
12. The quoted cost for preparing written responses to comments is based on expending up to 6 hours responding to comments. If extensive comments are received that require expenditure of more than 10 hours to respond to, then we will notify the District. Additional response time would be approved as an amendment to this contract.
13. In addition to the amendments described above LCA will not be responsible, under the basic Price Quote, for any of the following tasks:
 - A. Color mapping
 - B. Geologic subsurface explorations or geologic analysis by a professional geologist, geological engineer, or engineering geologist
 - C. Field sampling for air or water quality
 - D. Quantitative air quality analysis
 - E. Noise analysis by an acoustic engineer
 - F. Quantitative hydrologic analysis;
 - G. Use of planimetry techniques, photo montage, or artistic renderings in the visual analysis
 - H. Level 1 or higher investigations for toxic materials
 - I. Engineering design of hydraulics or project drainage facilities
 - J. Analysis by a registered traffic engineer
14. We will bill the District on a monthly basis. Payment is due within 30 days of billing.

12

MEMORANDUM

To: Board of Directors
From: Chris DeGabriele, General Manager *CD*
Subject: NMWD Self-Assessment
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December 2, 2011

RECOMMENDED ACTION: Conduct Self-Assessment

FINANCIAL IMPACT: None

At the November 1 Board meeting, the Board authorized staff to conduct a self-assessment consistent with the Effective Utility Management tool. The Board agreed that each Board member and employee at the District would participate in the self-assessment and results will be available at the Board workshop now scheduled for January 10th.

Attached is a memo and handouts to be used with employees for conducting the self-assessment. I desire to conduct the self-assessment with the Board at the December 6 meeting using the attached materials.



*Good Water
Good Service
Good Value
Safe Place to Work*

**NORTH MARIN
WATER DISTRICT**

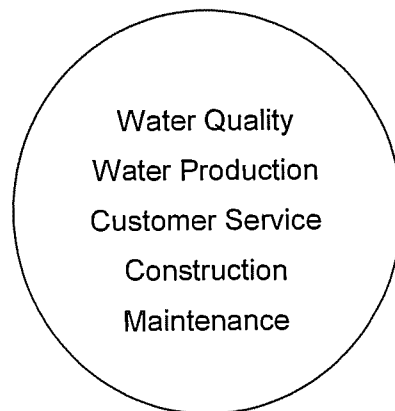
MEMORANDUM

To: All Employees
From: Chris DeGabriele, General Manager
Subject: NMWD Self-Assessment
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November 30, 2011

The District has done many things to guide progress over the years. The District has done a good job of developing a Water Supply Master Plan, Urban Water Management Plans, 5-Year Cash Flow Plans, annual budgets and the Board has held bi-annual planning workshops to provide direction to staff. A Mission and Vision Statement was first prepared in 1995 (Attachment 1); and in 2005, four basic principles, listed next to our logo on the top left corner of this memo, were identified for employees to follow in carrying out their duties to aid in compliance with the District's mission and vision. However, the District has not performed any assessment of its activities to identify strengths and weaknesses and guide a strategic approach toward improvement.

As I see it, the District's mission, vision and basic principles are intended to focus our efforts on areas which provide value to our customers. Work groups at NMWD within this "value zone" are:



Other work groups at the District are essential to support those within the Value Zone so that customer and employee needs are satisfied. This year the Board has agreed that the Board and all staff will participate in a self assessment to help prepare a plan focused on our future. Results of the self assessment will be reviewed with the Board at their planning workshop scheduled for January 10, 2012.

The method we will use to conduct the self assessment is The Effective Utility Management Program, developed in 2008 by six water and wastewater associations and the US Environmental Protection Agency. The product is free and helps to identify performance in ten areas or attributes of effectively managed water-sector utilities. The results should help NMWD maintain focus on all important operational areas, including those in the value zone and the supporting functions. I will lead a workshop with your department during the week of December 5th to conduct the self assessment. You will be asked to complete 2 steps using the attached handouts:

1. Assess current achievement of each attribute listed on Attachment 1 on a scale of 1 to 5 per the Step 1 direction on Attachment 2, and
2. Force rank the importance of each attribute (Attachment 1) on a scale of 1 to 10 (Step 2 on Attachment 2).

Your response will be collected by Katie Young and Katie will input the data into an excel spreadsheet to keep it confidential. Once the data is compiled the following steps will be undertaken:

1. Chart the results.
2. Share results with the Board and employees and focus on attributes that rank higher in importance but lower in achievement.
3. Develop and implement an improvement plan.

***Please bring this information with you to the scheduled department workshop.

Administration- Friday, December 9th at 10 a.m. in the Board Room

Construction- Wednesday, December 7th at 7:30 a.m. in the Construction Lunch Room

Engineering- Wednesday, December 7th at 9:00 a.m. in the Engineering Conference Room

Maintenance/Operations- Tuesday, December 6th at 1:00 p.m. in the Board Room

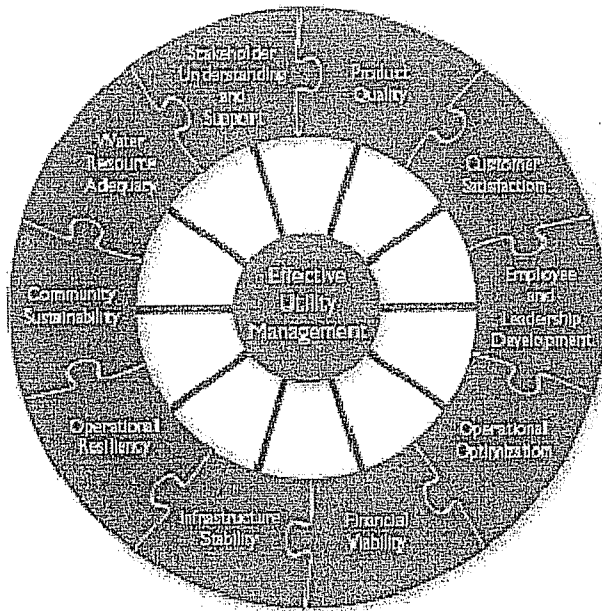
**NORTH MARIN WATER DISTRICT'S
MISSION AND VISION STATEMENTS**

MISSION STATEMENT

"We provide an adequate supply of safe, reliable and high quality water and deliver reliable and continuous sewer service to our customers at reasonable cost consistent with good conservation practices and minimum environmental impact."

VISION STATEMENT

"We carry out our mission with a highly motivated and competent staff empowered to conduct the District's business by placing customer needs and welfare first. We seek continual dialogue from our staff, peers, and all those we serve so that we may continually improve service to our customers."



Ten Attributes of Effectively Managed Water Sector Utilities

Ten Attributes of Effectively Managed Water Sector Utilities

1. Product Quality

- Produces potable water; treated effluent, and process residuals in full compliance with regulatory and reliability requirements.
- Meets customer, public health, and ecological needs.

2. Customer Satisfaction

- Provides reliable, responsive, and affordable services in line with explicit, customer accepted service levels.
- Receives timely customer feedback to maintain responsiveness to customer needs and emergencies

3. Employee and Leadership Development

- Recruits and retains a workforce that is competent, motivated, adaptive and safe-working.
- Establishes a participatory, collaborative organization dedicated to continual learning and improvement.
- Ensures employee institutional knowledge is retained and improved upon over time.
- Provides a focus on and emphasizes opportunities for professional and leadership development.
- Strives to create an integrated and well-coordinated senior leadership team.

4. Operational Optimization

- Ensures ongoing, timely, cost-effective, reliable and sustainable performance improvements in all facets of its operations.

- Minimizes resource use, loss, and impacts from day-to-day operations.
- Maintains awareness of information and operational technology developments to anticipate and support timely adoption of improvements.

5. Financial Viability

- Understands the full life-cycle cost of the utility and establishes and maintains an effective balance between long-term debt, asset values, operations and maintenance expenditures, and operating revenues.
- Established predictable rates-consistent with community expectations and acceptability-adequate to recover costs, provide for reserves and plan and invest for future needs.

6. Infrastructure Stability

- Understands the condition of and costs associated with critical infrastructure assets.
- Maintains and enhances the condition of all assets over the long-term at the lowest possible life-cycle cost and acceptable risk consistent with customer, community, and regulator-supported service levels, and consistent with anticipated growth and system reliability goals.
- Assures asset repair, rehabilitation, and replacement efforts are coordinated within the community to minimize disruptions and other negative consequences.

7. Operational Resiliency

- Ensures utility leadership and staff work together to anticipate and avoid problems.
- Proactively identifies, assesses, establishes tolerance levels for, and effectively manages a full range of business risks (including legal, regulatory, financial, environmental, safety, security, and natural disaster-related) in a proactive way consistent with industry trends and system reliability goals.

8. Community Sustainability

- Is explicitly aware of and attentive to the impacts its decisions have on current and long-term future community and watershed health and welfare.
- Manages operations, infrastructure, and investments to protect, restore and enhance the natural environment.
- Efficiently uses water and energy resources; promotes economic vitality; and engenders overall community improvement.
- Explicitly considers a variety of pollution prevention, watershed, and source water protection approaches as part of an overall strategy to maintain and enhance ecological and community sustainability.

9. Water Resource Adequacy

- Ensures water availability consistent with current and future customer needs through long-term resource supply and demand analysis, conservation, and public education.

- Explicitly considers its role in water availability and manages operations to provide for long-term aquifer and surface water sustainability and replenishment.

10. Stakeholder Understanding and Support

- Seeks understanding and support from oversight bodies, community and watershed interests, and regulatory bodies for service levels, rate structures, operating budgets, capital improvement programs, and risk management decisions.
- Actively involves stakeholders in the decisions that will affect them.

DIRECTIONS

Step 1. Rate Achievement

On a 1 to 5 scale, rate current conditions at NMWD for each Attribute. Consider the degree to which current management systems (the people, processes and procedures, facilities and tools) effectively support each of the Attributes and their component parts. Consider all components of each Attribute and gauge your rating accordingly. Use these descriptions to guide your rating.

Rating	Description
1	Effective, systematic approach and implementation; consistently achieve goals.
2	Workable systems in place; mostly achieve goals.
3	Partial systems in place with moderate achievement, but could improve.
4	Occasionally address this when specific need arises.
5	No system for addressing this.

Mark your answers in the Step 1 column of the table.

Step 2. Rank Importance

Rank the importance of each Attribute at NMWD with the most important Attribute ranked 1, and the least important Attribute ranked 10.

Mark your answers in the Step 2 column of the table.

SELF-ASSESSMENT FORM

Please circle the appropriate department/group/length of service

Dept.:	Administration	Engineering	Construction	Maintenance	Operations
	Board of Directors				
Group:	Dept. Head	Supervisor	Consumer Svc.	Elec/Mech	Fleet/Bldg & Grounds
	Treatment/Dist	Water Quality	Finance	Construction	

Length of Service: <10 years 10-20 years >20 years

Attribute	Step 1: Rate Achievement (1-5)	Step 2: Rank Importance (1-10)
------------------	---------------------------------------	---------------------------------------

Product Quality (PQ)		
Customer Satisfaction (CS)		
Employee and Leadership Development (ED)		
Operational Optimization (OO)		
Financial Viability (FV)		
Infrastructure Stability (IS)		
Operational Resiliency (OR)		
Community Sustainability (SU)		
Water Resource Adequacy (WA)		
Stakeholder Understanding and Support (SS)		

COMMENTS:

13

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



TECHNICAL ADVISORY COMMITTEE

MONDAY: DECEMBER 5, 2011

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

9:00 a.m. (Note Location)

1. Check In
2. Public Comment
3. Draft Water Supply Strategies Action Plan Update
4. Draft SCWA Long Range Financial Plan Project Lists
5. L/R/T2 Program Update
6. SCWA Water Supply/Transmission System Operations Status (Meter Rehab & Replacement)
7. SCWA Summer Allocation Model
8. Biological Opinion Status Update
9. ACWA Task Force – Financing the 2009 Comprehensive Water Package
10. Set Meeting Date for Water Conservation Subcommittee
11. Items for next agenda
12. Check Out

MEMORANDUM

To: Technical Advisory Committee

November 28, 2011

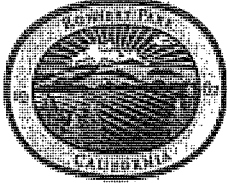
From: Chris DeGabriele, Chair

Subject: L/R/T2 Program Funding for FY 2012-13

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On September 16, letters were sent to cities of Santa Rosa, Rohnert Park, Cotati, Sonoma and Marin Municipal Water District advising that those cities/water district have not yet received its full funding allocation under the original SCWA Local Supply/Recycled Water/Tier 2 Water Conservation Funding Program, and that the TAC will consider recommending L/R/T2 funding to be included in the SCWA budget for Fiscal Year 2012-13. Those parties were requested to submit project proposals to the TAC Chair by November 23.

Two project proposals have been received, one from Rohnert Park and one from City of Santa Rosa (attached). The L/R/T2 subcommittee will meet in the coming month to review the proposals and identify the potential rate impacts and bring it back to the TAC at the January meeting for consideration and recommendation to the WAC at their February meeting.



City Council

Gina Belforte
Mayor

Jake Mackenzle
Vice-Mayor

Amy Ahanolu
Joseph T. Callinan
Pam Stafford
Council Members

Gabriel A. Gonzalez
City Manager

Terri Griffin
City Clerk

Michelle Marchetta Kenyon
City Attorney

Alexandra Barnhill
Assistant City Attorney

Brian Masterson
Director of Public Safety

Darrin Jenkins
Director of Development Services
/ City Engineer

Sandra M. Liptz
Director of Administrative Services

John McArthur
Director of Public Works and
Community Services

October 27, 2011

Mr. Chris DeGabriele
North Marin Water District
P.O. Box 146
Novato, CA 94948

Re: SCWA LRT2 Funding for FY 2012/13

Dear Mr. DeGabriele:

Rohnert Park previously sought LRT2 funding for a recycled water system expansion project. Due to unforeseen conditions, including a protracted water supply lawsuit and the downturn in the economy/housing market, the recycled water expansion project was delayed and is now postponed indefinitely. As a result, Rohnert Park wishes to apply its LRT2 funding allocation to another project, well rehabilitation.

In recent years, Rohnert Park has spent a total of over \$700,000 on well rehabilitation to preserve and increase the flow rates at its local supply wells. These wells are used to offset peak month demand to the benefit of the other Water Contractors and Sonoma County Water Agency.

"Rehabilitation of Existing Potable Well Supply" is listed on the *Examples of Eligible L/R/T2 Projects and Measures* page of the Guidelines and Project Evaluation Criteria for LRT2(Attached).

Rohnert Park's allocation through the LRT2 program is \$649,629 and it would like that amount programmed in FY 2012/2013 for reimbursement of costs spent on Rehabilitation of Existing Potable Well Supply. If there are other contractors seeking programming such that there would be a severe impact on the water rates, Rohnert Park would be willing to discuss an alternative programming schedule.

For use in programming prioritization, the cost effectiveness of the rehabilitation effort is \$553,645 per million gallons per day of peak demand reduction.

Please contact me with any questions or concerns.

Sincerely,

Darrin Jenkins, P.E.
Director of Development Services/City Engineer

Cc: Pat Barnes, Deputy City Engineer
John McArthur, Public Works Director
Mike Bracewell, Utility Services Supervisor

1003,6

329
RECEIVED
OCT 31 2011
North Marin Water District



City of
Santa Rosa

603.6
#32D

RECEIVED

NOV 07 2011

North Marin Water District
North Marin Water District

October 31, 2011

Chris DeGabriele
Chair, Technical Advisory Committee
North Marin Water District
P.O. Box 146
Novato, CA 94948

RE: SCWA L/R/T2 Program Funding for FY 2012/13

Dear Mr. DeGabriele,

Thank you for your letter dated September 16, 2011 regarding the Sonoma County Water Agency Local Supply/Recycled Water/Tier 2 Conservation (L/R/T2) funding for FY 2012/13. At this time, the City is not submitting any projects for L/R/T2 funding in FY 2012/13. However, the City does anticipate submitting project(s) for the remaining balance of \$1,157,233 for FY 2013/14.

As noted in your letter, there is a balance of \$2,963,139 of L/R/T2 funds remaining to be spent by five of the water contractors. In preparation for these future projects, the City highly encourages the L/R/T2 Subcommittee to consider recommending that, in addition to funding projects submitted for FY 2012/13, additional funds be collected in the upcoming budgets to fully fund the L/R/T2 projects.

Sincerely,

Miles A. Ferris
Utilities Director

14

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

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

Date: Friday, December 2, 2011
Time: 9:30 a.m. – 11:30 a.m.
Location: Petaluma (Lucchesi) Community Center
320 N. McDowell Blvd.
Petaluma, CA 94954 – Conference Room 2

AGENDA

<u>Item</u>	<u>Recommendation</u>
1. Call to Order (Jack Gibson, Chair)	
2. Public Comment	
3. Approval of the Agenda (1 min.)	Approve
4. Approval of Minutes	Approve
5. Treasurer's Report (1 min.)	Accept
6. Upper Petaluma River, Flood Control/Groundwater Recharge Project (30 min.) Guest Speaker: Kent Gylfe, SCWA	Information
7. Friends of Petaluma – Update (30 min.) Guest Speakers: Andy Rodgers Elizabeth Howland	Information
8. STRAW/ PRBO Projects in Petaluma Watershed Guest Speaker: Laurette Rogers	
9. Items of Interest	
10. Items for Next Agenda	

Next Meeting Information:

Next Meeting: January 6, 2012
Marin Community Foundation,
5 Hamilton Landing,
Suite 200, Redwood Room
Novato, CA 94949

NORTH BAY WATERSHED ASSOCIATION

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

Date: November 4, 2011
Time: 9:30 a.m.
Location: Novato Sanitary District
500 Davidson Street
Novato, CA 94945

Directors Present: Directors present included:

<u>Board Member</u>	<u>Agency/Organization</u>	<u>Board Member</u>	<u>Agency/Organization</u>
Judy Arnold	County of Marin	Sandeep Karkal	Novato Sanitary District
Jack Baker	North Marin Water District	Brad Sherwood	County of Sonoma and Sonoma County Water Agency
Steve Barbose	City of Sonoma and Sonoma Valley County Sanitation District	Madeline Thomas	Bel Marin Keys Community Services District
Jack Gibson	Marin Municipal Water District	Rick Thomasser	Napa County Flood Control and Water Conservation District
Russ Greenfield	Las Gallinas Valley Sanitary District		
Kathy Hartzell	Central Marin Sanitation Agency		

Directors present represented 12 out of the 16 agencies signatory to the Association MOU. Carole Dillon-Knutson represented the City of Novato, Associate Member.

Board Actions:

1. **Call to Order.** Jack Gibson, Chair, called the meeting to order at 9:40 a.m.
2. **Public Comment.** There was no public comment.
3. **Approval of the Agenda.** (See Handout) The Board unanimously approved the agenda.
4. **Approval of the Minutes of the Board Meeting held October 7, 2011.** (See Handout) The Minutes of the Board Meeting held on October 7, 2011 were unanimously approved.
5. **Treasurer's Report.** (See Handout) The Treasurer's Report was accepted as presented by Paul Helliker.
6. **North Bay TMDL Progress.** Harry Seraydarian introduced the topic by providing an overview of the "Implementing Sediment and Pathogen TMDLs in the North Bay" Project. He presented the entities included in the original \$1.5 million funding request: Marin County, Napa RCD, SEC, SSCRC and the roles of NBWA and MMWD. Harry listed the tasks for both NBWA and MMWD and summarized the progress since the grant was awarded in October 2010. Chris Choo, Marin County Dept. of Public Works, then presented the Total Daily Maximum Load (TMDL) project for Richardson Bay. She first summarized the Pathogen TMDL approved in December 2009 for Richardson Bay and identified the main sources of fecal coliform bacteria: storm drain runoff, sewer overflows, and marinas. Chris then provided a number of visuals describing the main restoration project for Boyle Park, restoring 200 feet of drainage on Warner Creek which supports steelhead. This would supplement over 10 years of Students and Teachers Restoring A Watershed (STRAW) projects. Chris also presented the components of an outreach program which includes: STRAW restoration days; MCSTOPPP community work days; fencing, storm drain stenciling, and signage as part of the Southern Marin Watershed Program. Chris then presented the approach to monitoring which would emphasize watershed health and include 3 rainfall gauges. Chris noted the project would include assistance to the Richardson Bay Authority on outreach and marina inspections. Chris ended with a timeline showing milestones through 2015. The Board had several questions. Why did you pick Boyle Park? (A highly visible public site, most in need, that would address storm drain runoff.) Are you headed in the direction of NBWCA/Sonoma with long term weather stations? (Eventually.)
Mark Newhouser, Sonoma Ecology Center, then presented the Sonoma Creek TMDL project. He described the efforts to develop a Quality Assurance Project Plan (QAPP) for monitoring sediment and turbidity; Benthic Macro Invertebrate (BMI-insects) sampling; and photo documentation. Mark noted the monitoring efforts to date, including collecting water quality data for rainfall, turbidity, and flow rates. Mark described the permits required for the project and then described the sediment TMDL process for identifying priority sites with the main focus on steelhead trout. He noted that drainage was mostly small private property parcels. Mark then presented some prior efforts to prioritize sites based on aquatic habitat value, sediment source ranking, and a restoration amenability assessment. Mark also provided a map illustrating priority sites and some visuals on site assessment and current restoration examples. Mark ended with a description of capacity building efforts with Sonoma County and the City of Sonoma and noted the importance of groundwater and a watershed

approach. The Board had several questions. How are you funded? (Primarily grants and some donations.) What kind of stormwater projects do you implement? (Detention basins, contour engineered swales, and some biological repairs.). Do you ever remove sediment from streams? (Maybe at rearing pools, most likely downstream where culverts create constraint.)

Michael Bowers, Southern Sonoma County RCD, provided an overview of "Implementing Sediment and Pathogen TMDLs in Southern Sonoma County" and emphasized working with private landowners and using low cost techniques. Michael presented a map showing project sites and candidate sites and summarized the progress to date: site selection, landowner agreement, contractor agreement, and preliminary conceptual design. He then described next steps: 2nd site selection, landowner and contractor agreements, site 2 design, QAPP development and completion, and pursuing permit requirements. Michael highlighted some related projects: vineyard and grazing planning tools; public outreach on stormwater and groundwater management, water conservation, rainwater harvesting, and sediment reduction; and participation on stakeholder groups. Michael ended by thanking NBWA for funding the "Slow it, Spread it, Sink It! A Homeowner's & Landowner's Guide to Beneficial Stormwater Management" Guide.

Leigh Sharp, Napa RCD, then provided information on the Napa River TMDLs completed for pathogens and sediment and noted that the Napa River is also listed for nutrients. She described the sources for sediment and pathogens and then summarized the major tasks for the project. Implementing the Sediment TMDL will include outreach, rural road assessments, and road improvements in the Heath Canyon Watershed. Implementing the Pathogen TMDL will include outreach and education for animal facility owners and implementing projects to reduce runoff and erosion. Leigh noted the monitoring efforts will emphasize sediment and fisheries. Leigh then described the importance of road treatments and noted that 1/2 of sediment loading can come from roads. She illustrated how excess sediment and runoff can impair stream functions and fine sediment can impact fish. Leigh presented Napa RCD's goal, to treat roads with practices that are safe for travel and most mimic nature. Leigh then presented a map showing the location of road projects and described both episodic and chronic sediment delivery. Leigh then presented a number of visuals of problems caused by roads and culverts including chronic examples of fine sediments and powdery dust. She then illustrated how proper design using dips and outsloping can reduce runoff. Preliminary results include: 6,144 yd³ sediment delivery avoided; 4.71 miles of road treated; 32 stream crossings upgraded; and 83 rolling dips installed. A 60% reduction was calculated – exceeding the 50% reduction target TMDL requirement. Leigh emphasized using the right tool for the job and being aware of cultural resources. Leigh identified additional funding partners: CDF&G, Napa County (Measure A), California Department of Conservation, and private landowners. Leigh ended by presenting next steps: complete additional road assessments; work with rural landowners with confined animals, and develop more QAPPs.

7. **NBWA Conference Update.** Harry Seraydarian used PowerPoint to present progress on the 2012 Conference. He reminded everyone of the date and location of the conference – April 13, 2010 at the Sheraton Petaluma and the theme - "Climate Change Adaptation." Harry gave an update on the speakers identified to date. Keynotes will be California State Assemblymember, Jared Huffman and Margaret Davidson, Director, NOAA Coastal Services Center. Three Panels will be presented including the following speakers: (1) Science: What will be the impacts on water supply, habitat, and flooding? Rebecca Smyth, NOAA; David Behar, SFPUC; Lisa Micheli, Pepperwood; and Patrick Barnard, USGS; (2) Sea level rise: How can we adapt? Will Travis, BCDC; Dr. Amber Mace, Ocean Protection Council; Jeremy Lowe, PWA; Sam Veloz, PRBO; (3) Flood Management and Watershed Health: Bruce Wolfe, RWQCB; Ellie Cohen, PRBO; Meredith Williams, SFEI; Michael Thompson, SCWA. Harry listed the registration costs which will be \$80, \$70 for early bird before January 31, 2012 and \$40 for Watershed Council Members. There will be a Wine Tasting from 3:15-4:15 pm. Harry noted the confirmed sponsors so far at \$1,500 level: County of Marin, State Coastal Conservancy, and BMKCSO.

8. **Items of Interest.**

None.

9. **Items for Next Agenda.**

- * Upper Petaluma Watershed Flood Control Project, Kent Gylfe, SCWA
- * Friends of the Petaluma River Update, Elizabeth Howland and Andy Rodgers
- * Petaluma Projects, Laurette Rogers, STRAW/PRBO
- * Project Recommendations

Jack Gibson, Chair, adjourned the meeting at 11:26 a.m.

SUBJECT TO BOARD APPROVAL

Submitted By: Elizabeth O. Preim-Rohtla

NEXT MEETING INFORMATION:

December 2 – Petaluma (Lucchesi) Community Ctr., 320 N. McDowell Blvd., Petaluma, CA 94954 – Conf. Rm. 2
January 6 – Marin Community Foundation, 5 Hamilton Landing, Suite 200, Redwood Room, Novato, CA 94949
February 3 – Petaluma (Lucchesi) Community Ctr., 320 N. McDowell Blvd., Petaluma, CA 94954 – Conf. Rm. 2

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DISBURSEMENTS - DATED NOVEMBER 16, 2011

Date Prepared: 11/15/11

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	Able Tire & Brake	Tires (6) ('03 Vacuum Excavator-\$378, '02 Intl 5- yd Dump Truck-\$663 & '05 Ford Ranger-\$233) & Wheel for Spare Tire ('07 Trailer)	\$1,342.16
2	Ackerman, Gerald	Retiree Exp Reimb (Monthly Health Ins)	90.69
3	ADTS	Drug Screen Test (Breit) (For Class A Drivers License)	59.50
4	Advanced Reproduction Center	Plans/Specs for Recycled Water South Segment 1B (15 sets)	1,643.78
5	AT&T	Telephone Charges: Local (\$88) & Minimum (\$140)	228.60
6	Bayshore International	Engine Shut Down Cable ('91 Int'l 5-yd Dump Truck)	97.82
7	Bennett, Mark & Kelly	Claim Settlement - Reimbursement for Plumbers Cost to Repair Private Water Line that Ruptured When District Re-pressurized the Water Main on H Lane in August 2011	1,700.00
8		Cafeteria Plan - Uninsured Medical Reimbursement	30.00
9	Bradbery, Ronald	Retiree Exp Reimb (Monthly Health Ins)	90.69
10	Briare, Cindy	Novato "Toilet Rebate" Program	75.00
11	Bundesen, Gerald	Retiree Exp Reimb (Monthly Health Ins)	704.96
12	Butti, Lou	Retiree Exp Reimb (Monthly Health Ins)	704.96
13	California Water Service	Sept/Oct Water Service (OM) (0 Ccf)	124.93
14	California State Disbursement	Wage Assignment Order (3)	1,478.50
15	Case Power and Equipment	Rebuilt Shuttle Shift Transmission ('93 Case Loader 480)	4,320.85

Seq	Payable To	For	Amount
16	Chang, Roberto	Novato "Washer Rebate" Program	50.00
17	Clark, June	Refund Overpayment on Account	180.00
18	Cook Paging	November Pager Rental (2)	14.70
19	Costa, Brian	Novato "Washer Rebate" Program	50.00
20	Crumpler, Jimmy R.	Novato "Cash for Grass" Program	145.00
21	CSW/Stuber-Stroeh Engineering	Consulting Services: Hamilton School Pipe Relocation (Balance Remaining on Contract \$2,377)	6,325.00
22	Curry Discount	October Printer Toner (\$256 Color)	858.78
23	Derby, Richard	Retiree Exp Reimb (Monthly Health Ins)	90.69
24	Deschler, Michael	Novato "Washer Rebate" Program	50.00
25	Diggs, James	Retiree Exp Reimb (Monthly Health Ins)	704.96
26		Cafeteria Plan - Uninsured Medical Reimbursement	30.59
27	Dunham, Alan	Novato "Toilet Rebate" Program	225.00
28	Electrical Equipment	Motor Starter for Cherryhill P.S.	433.91
29	Environmental Express	Fiber Filters (Lab)	184.20
30	Eyler, John	Retiree Exp Reimb (Monthly Health Ins)	90.69
31	Fisher Scientific	Chlorine Reagent (15) & Desiccator Cabinet for Lab Samples (\$381) (Lab)	480.65
32	Fotchman, Pat	Novato "Washer Rebate" Program	50.00
33	Fremouw Environmental	Hazardous Material Removal (\$357) & Recycle 20 gallons of Anti Freeze	376.96
34	GFOA	Review Fee for GFOA Award Winning CAFR (FY11) (Budget \$450)	435.00
35	Golden Gate Petroleum	Gasoline (\$3.89/gal) & Diesel (\$4.06/gal)	4,278.59
36	Goodpaster, Stacie	Exp Reimb: Meals (AWWA Conf)	67.09
37		Cafeteria Plan - Uninsured Medical Reimbursement	65.00

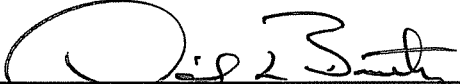
Seq	Payable To	For	Amount
38	Grainger	Rechargeable Spotlight (STP), Disposable Wipes to Clean Inside of Fire Services & 9 Volt Batteries (48) (\$138)	223.46
39		Cafeteria Plan - Child Care Reimbursement	208.33
40	Hargreaves, Michael	Facility Map Database Analysis	3,060.00
41	Hertz Equipment Rental	Loader Rental (10/17-10/25/11)	760.59
42	HydroScience Engineers	Prog Pymt #1: Recycled Water On-Site Retrofits, Task 1 (Balance Remaining on Contract \$198,504)	46,496.37
43	Jackson, David	Cafeteria Plan - Uninsured Medical Reimbursement	240.00
44	Johnstone, Daniel	Retiree Exp Reimb (Monthly Health Ins)	90.69
45	Jones, Laura	Engineering Support Services: Novato Water System Master Plan 2012 Update Project (Amount Remaining on Contract \$32,045)	747.50
46		Cafeteria Plan - Uninsured Medical Reimbursement	105.00
47	Landeros, Dianne	Exp Reimb: Mileage & Bridge Toll (Baywork Workshop)	81.04
48	Laskar, Sacha	Novato "Washer Rebate" Program	50.00
49	Lemos, Kerry	Exp Reimb: Safety Boots	129.95
50	Lincoln Life	Deferred Compensation PPE 11/15	9,372.33
51	Marin Reprographics	Ink Jet Bond Paper (4) (36" x 150')	82.25
52	Martin, James	Novato "Washer Rebate" Program	50.00
53	Matchette, Tim	Retiree Exp Reimb (Monthly Health Ins)	192.87
54	McAghon, Andrew	October Sludge Removal (12 loads)	3,360.00
55	Mehrer, Albert	Novato "Washer Rebate" Program	50.00
56	Murphy, Loretta	Novato "Washer Rebate" Program	50.00
57	National Deferred	Deferred Compensation PPE 11/15	750.00

Seq	Payable To	For	Amount
58	Nave Motors	Towing Service (Fuel Pump Failure) ('05 Ford Ranger)	75.00
59	Nelson, John O.	Retiree Exp Reimb (Monthly Health Ins)	90.69
60	North Marin Auto Parts	4" Seal Beam Lights, Wiper Blades (4), Spark Plugs (8), Rags (60 lbs) (\$163), Spinner Knob for Steering Wheel, Weather Stripping, Compressor Belt, Weather Strip Adhesive, Automotive Polishing Cloth, Gasket Maker (3.35 oz tube), Bolts, Nuts, Washer, Battery (\$81) ('05 Ford Ranger), Alternator (\$178) ('05 Ford Ranger), Battery Terminals (15) (\$106), Tire Repair Kit, Tire Patch, Universal Joint (2), Pipe Bushing, 2 1/2" Bolts (4), Oil Filters (2), Air Filters (2), Mud Flap & Air Hose Fitting	980.56
61	North Bay Gas	Nitrogen (\$456) & October Cylinder Rental	763.20
62	North Marin Water District	NMWD Employee Assoc Dues (Oct 2011)	940.00
63	Novato, City of	In-Lieu Fee for Cutting Moratorium Street-1771 Lea Dr	500.00
64	O'Brien, Charlene	Novato "Washer Rebate" Program	50.00
65	Office Depot Business Service	Quarterly Office Supply Order: Wall Calendars (25) (\$308), Desk Calendars (9) (\$89), Daily Planners (9) (\$134), Pens (237) (\$245), Clip Holder, Hand Sanitizer (2), Anti-Bacteria Wipes (2), Mouse, Gummed Tabs, Envelopes (500), Scotch Tape, Adding Mach Ribbon, Paper Clips, 2 Drawer File Cabinet (\$172) (Holton & Williamson), Folders (575) (\$81), Canned Air (3), Post-its (104) (\$85), Label Tape (4) (\$44), Tape Dispenser, Markers (24) (\$39), Memo Books (6), Binder Clips (2), Chair Mat (\$43), Filing Crates (3), Laptop Case (\$38) (Grisso), Rubberbands, Binders (6), Cover Stock (250), Pencils (60), CD Cases (125), Labels (300), Monthly Desk Pad & Dividers (20)	1,650.00
66	Omori-Hom, Diane	Novato "Washer Rebate" Program	50.00
67	O'Reilly Auto Parts	Wiper Fluid, Car Wash Cleaner, Brake Cleaner (\$156), Towels (25), Silicone & Wipes	227.38

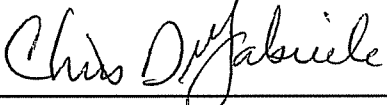
Seq	Payable To	For	Amount
68	Pace Supply	Connection Rings (40) (\$100), Service Saddles (17) (\$2,269), PVC Pipe (180') (\$499), 3/4" Angle Meter Stops (20) (\$457), 12" Butterfly Valve (\$1,035), Nipples (24) (\$176), 6" Valve (\$507), Ell (\$165), Plugs (9), Valves (4) (\$113), Meter Spuds (20) (\$162), Meter Boxes (13) (\$247), Box Lids (12) (\$443) & Flanges (2)	6,221.14
69	Phillips & Associates	November O&M of O.M. Wastewater Treatment	5,101.24
70	Pini Hardware	Replacement Reciprocating Blades (for Sawzall Tool), Glue, Cleanser, Copper Tubing, Propane Cylinder, Ant Bait, Hardware Supplies, Shelf Brackets (4), Parts for Lab Compressor (\$34), Poison Oak Killer (32 oz), Roof Sealer, RTU Parts (\$33), Sanding Sponge, 3 volt Battery, Metal Plate, Electrical Supplies, Circular Blade, Insulating Pipe Wrap, Threaded Rod (2), Canned Air (4 8 oz) (\$35), Ant Spray, Portable Sprayer (\$49), Electrical Strip Outlet, Fluorescent Light Holder & Paint Roller Covers (2) (\$16)	439.95
71	Pinpoint	Service on Leak Detector Device	465.08
72	Poiani, Pete	Retiree Exp Reimb (Monthly Health Ins)	90.69
73	Radio Shack	RTU Cable Ends	38.17
74	Rainin Instrument	Replacement Battery & Replacement Part for Micro-Pipette (Lab)	102.26
75	Sacramento Flow Control	Protective Cover for Backflow Devices (3) (\$192) & Backflow Repair Kits (2)	276.99
76	Sebastopol Bearing & Hydraulic	Trailer Hitch Parts ('01 Generator & '03 Excavator)	150.75
77	Sierra Chemical	Chlorine (2 tons)	1,013.33
78	Smail, Catherine	Retiree Exp Reimb (Monthly Health Ins)	90.69
79	Smith, Lori	Novato "Cash for Grass" Program	212.50
80	Sonosky, Norma	Retiree Exp Reimb (Monthly Health Ins)	90.69
81	Spake, Deanna	Novato "Washer Rebate" Program	50.00

Seq	Payable To	For	Amount
82	Staples Business Advantage	Quarterly Office Supply Order: Appointment Books (5) (\$88), Calendar Tabs (2), Calendar Refill Pages (5) (\$110), Weekly Calendars (2), Adding Machine Tape (12), Pens (24) (\$24), Letter Opener, Correction Tape (10), Push Pins (1,000), Mouse Pad, Post-it Flags. Binder, Envelopes (500) (\$185), Mechanical Pencil & Bubble Mailers (36)	560.08
83	Staples	Self-Inking Stamps for Notary Services (Kehoe & Young)	28.74
84	Tulca, Dilek	Novato "Toilet Rebate" Program	75.00
85	United Rentals	Lubricant (5 gal) (\$161) & Filter (\$67) ('03 Compressor)	227.70
86	UNUM Life Insurance	November Group Life Ins Premium	664.02
87	Velloza, Richard	Retiree Exp Reimb (Monthly Health Ins)	90.69
88	Verizon California	Telephone Charges: Leased Lines	912.47
89	VWR International	Petri Dishes (500) (Lab)	158.89
90	Waltz, James	Novato "Washer Rebate" Program	50.00
91	K.J. Woods Const	Refund Pymt for Plans/Specs (Not Mailed)	50.00
		TOTAL DISBURSEMENTS	<u>\$116,467.53</u>

The foregoing payroll and accounts payable vouchers totaling \$116,467.53 are hereby approved and authorized for payment.


11/15/11

 Auditor-Controller Date


11/15/2011

 General Manager Date

DISBURSEMENTS - DATED NOVEMBER 23, 2011

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 P/E	\$122,843.60
EFT*	US Bank	Federal & FICA Taxes	42,129.19
1	Advanced Reproduction Center	Plans/Specs - Recycled Water South Phase 1B Project (10 sets)	1,095.85
2	All Star Rents	Forklift Rental for Repair of Centrifuge (\$696) & Propane (\$81) (STP)	777.77
3	Alpha Analytical Labs	Lab Testing (Novato)	110.00
4	Bank of Marin	AEEP Loan - Principal (\$22,851) & Interest (\$23,215) (Payment 1 of 240)	46,066.67
5	Bastogne	Refund Pymt - Unable to Locate Account	174.00
6		Cafeteria Plan - Uninsured Medical Reimbursement	2,880.00
7	Breit, Adam	Exp Reimb: Safety Boots	200.00
8	Cacti Grill	Refund Overpayment on Closed Account	10.00
9	State of California	State Tax & SDI PPE 11/15	8,773.56
10	Calif Contractors Supplies	3 pc Pipe Wrench Set	117.13
11	Camous, Virginia	Novato "Toilet Rebate" Program	75.00
12	Capitol Enquiry	2012 Pocket Directory & CA State Agency Directory (Roberts)	47.91
13	Centrisys	Service on Centrifuge (STP)	3,213.68
14		Vision Reimbursement (\$368) & Cafeteria Plan - Uninsured Medical Reimbursement (\$191)	559.00

Seq	Payable To	For	Amount
15	Costco Membership	Annual Membership Dues (DeGabriele) (Budget \$100)	110.00
16	Covello Group	Prog Pymt #6: Recycled Water Pipeline Expansion (Balance Remaining on Contract \$418,946)	36,020.49
17	Cummings Trucking	Rock (65 yds) & Sand (50 yds)	4,367.39
18	Dean, Janet	Refund Overpayment on Closed Account	43.72
19	Farwest Corrosion Control	Little Fink Test Stations (20)	312.99
20	Charles Z. Fedak	Final Pymt: FY11 Financial Statement Audit (Total Pymts \$28,900)	2,317.00
21	Fisher Scientific	Gallon Jugs for NSD Wastewater Collection (10)	51.98
22		Cafeteria Plan - Uninsured Medical Reimbursement	30.00
23	Grainger	Relay Plug	31.81
24	Greco, Ralph	Novato "Toilet Rebate" Program	75.00
25	HydroScience Engineers	Prog Pymt #2: Recycled Water On-Site Retrofits, Task 1 (Balance Remaining on Contract \$131,065)	67,438.50
26	IDI-Dupont	Sodium Chlorite (44,700 lbs)	29,055.00
27	InfoSend	October Processing Fee for Water Bills (\$1,450) & Postage (\$3,596)	5,046.57
28	Intellaprint Systems	Repair Engineering Wide Format Copier	1,158.60
29	Integra Chemical	Dechlorination Tablets (\$593) & Diffuser for Use in Dechlorinating Water During Flushing of Mains (\$995)	1,588.75
30	Keating, Amy & Daniel	Refund Overpayment on Closed Account	46.99
31	Kehoe, Chris	Exp Reimb: DMV Class A Physical	125.00
32	Kemira Water Solutions	Ferric Chloride (9.70 tons)	7,173.93
33	Kram, Sara	Novato "Washer Rebate" Program	50.00
34		Cafeteria Plan - Child Care Reimbursement	208.33
35	McJunkin Red Man	Motor for 24" Valve on Aqueduct	643.41

Seq	Payable To	For	Amount
36	MegaPath	DSL Internet Service (11/12/11 - 12/11/11)	142.30
37	NMWD Employee Benefit Fund	Refund Employee Benefit Deductions (14 Employees) (Includes \$28 Interest)	700.00
38	Novato Disposal Service	October Trash Removal	403.40
39	Office Depot Business Service	Dividers (3 sets), Binders (10), Sheet Protectors (100), Paper Shredder (\$244) & Copy Paper (130 reams) (\$491)	791.90
40	Pace Supply	Corp Stop (\$173), Meter Stops (17) (\$946), Couplings (13) (\$389), Box Lids (25) (\$903), Nipple, Ell, Union, Coated Tracer Wire (10,500') (\$2,456), 6" Tape (7) (\$149) & Traffic Lid Tracers (15) (\$271) (Less Credit of \$2,396 for return of Tees and Flanges)	3,001.99
41	Parkinson Accounting Systems	October Accounting Software Support (\$195) & Quarterly Accounting Software Support (11/1/11 - 1/31/12) (\$1,500)	1,695.00
42	PERS Retirement System	Pension Contribution PPE 11/15	43,058.22
43	PG&E	Power: Bldgs/Yard (\$3,339), Rectifier/Controls (\$358), Pumping (\$24,122), Treatment (\$13,969) & Other (\$117)	41,904.04
44	Point Reyes Light	Display Ad: Salinity Intrusion Into Pt Reyes Well Supply	30.00
45	Point Reyes Prop Mgmt Assn	November HOA Dues (25 Giacomini Rd)	118.91
46	Red Wing Shoe Store	Safety Boots (Connolly & Garrett)	317.33
47	Rome, Diane	Refund Overpayment on Account	82.64
48	Ryan, Barbara	Novato "Toilet Rebate" Program	225.00
49	Sargent, Barbara	Refund Overpayment on Closed Account	377.01
50	Soiland	Concrete	20.00
51	Syar Industries	Asphalt (4.99 tons)	608.98
52	Thompson, David	Novato "Washer Rebate" Program	50.00
53	Township Building Services	October Janitorial Service	1,714.00

DISBURSEMENTS - DATED NOVEMBER 30, 2011

Date Prepared: 11/29/11

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:

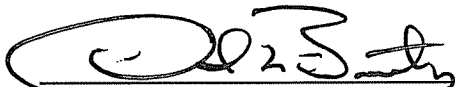
Seq	Payable To	For	Amount
1	Advanced Reproduction Center	Plans/Specs: Recycled Water South Phase 1B	\$1,095.85
2	AT&T Mobility	Cellular Charges: Monthly (\$451) & Airtime (\$90) (\$86 Reimbursed by Employee)	541.33
3	AT&T	Telephone Charges: Leased Lines	62.86
4	AT&T	Telephone Charges: Local (\$8) & Minimum (\$135)	143.02
5	Bastogne	Refund Payment on Closed Account	79.43
6	Bay Area Barricade Service	6' Digging Bars (3) (\$106), Blue & White Marking Paint (48-17oz cans) (\$250) & Blue & White Spray Chalk (12-17oz cans) (\$86)	442.68
7	Bena, Jessica	Exp Reimb: CWEA Laboratory Analysis Exam-Grade 1	135.00
8	Blastco	Prog Pymt #1: Construction of Recycled Water North Plum Tank Rehab Project (Balance Remaining on Contract \$318,273)	55,896.30
9	Bold & Polisner	Oct Legal Services: AEEP Loan Procurement Cost (\$2,701), Lagunitas Water Rights (\$564), Rudnick Estates Project (\$166), RW Expansion North-Private Retrofit (\$157), RW Expansion South (\$721), AEEP - Litigation (\$145) & Misc (\$72)	4,527.64
10	Bonnici, Carole & Scherba, Geo	Refund Excess Advance for Construction Over Actual Job Cost (1048 6th St)	244.02
11	BPG Rock Rowland, LLC	Refund Excess Advance for Construction Over Actual Job Cost (75 Rowland Way)	488.62
12	Calif Board of Equalization	Water Rights Fees (Lagunitas Creek \$486 & Novato Creek \$946)	1,432.27

Seq	Payable To	For	Amount
13	California State Disbursement	Wage Assignment Order (3)	1,478.50
14		Cafeteria Plan - Uninsured Medical Reimbursement	204.00
15	CORE Utilities	Consulting Services: October IT Support Services (\$5,000) & RTU Replacement Project (\$650)	5,650.00
16	CSW/Stuber-Stroeh Engineering	Prog Pymt #7: Aqueduct Energy Efficiency Project (Balance Remaining on Contract \$140,828)	18,729.93
17	Egide, Erik	Novato "Washer Rebate" Program	50.00
18	Environmental Express	Chlorite (\$39) & Iron Standards (\$31) (Lab)	70.43
19	Freeze, Linda	Novato "Cash for Grass" Program	57.50
20	Golden Gate Petroleum	Gasoline (\$3.83/gal) & Diesel (\$4.20/gal)	3,627.51
21	Grainger	12" Pipe Wrench (2) (\$102), 3 Pc Pry Bar Set (2) (\$106), Engine Block Heater Kit (\$166) (OM Generator), Wire Splices (50) & Shrink Tube Insulation (\$29)	413.35
22	Hach	Ampule Kit (2) (\$376) & Calibration Cup (\$97) (STP)	473.68
23	Kaiser Permanente	DMV/DOT Class A Physical (Ortiz)	70.00
24	Lincoln Life	Deferred Compensation PPE 11/30	9,372.33
25		Cafeteria Plan - Child Care Reimbursement	208.33
26	McLellan, WK	Misc Paving: Novato Area (163 S.F.)	1,197.75
27	National Deferred	Deferred Compensation PPE 11/30	750.00
28	NTU Technologies	Polymer (1,800 lbs)	2,628.00

Seq	Payable To	For	Amount
29	Pace Supply	Meter Boxes (42) (\$781), Meter Box Lids (3) (\$108), 6" Wide Tape (4) (\$85) (for Recycled Water), Brass Unions (10) (\$133), Couplings (24) (\$577), Nipples (16), Plugs (8), Meter Stops (30) (\$1,253), Ells (48) (\$234), Flange Brass Couplings (12) (\$179), Brass Bushings (7), Gaskets (2) (\$149), Nuts (89) (\$138) & Bolts (150) (\$773)	4,678.14
30	PERS Health Benefits	December Health Ins Premium (Employees \$46,817, Retirees \$10,460 & Employee Contrib \$6,608)	63,884.11
31	Petro Tech	Calibration of Gas & Diesel Meters	276.15
32		Cafeteria Plan - Child Care Reimbursement	807.00
33	Roberts & Brune	Adapters (7), Reducer (\$513), 8" Tee (\$354), Gland, Ells (8) (\$321) & 3/4" Gaskets (500) (\$51)	1,290.99
34	Rogers, Nancy	Novato "Toilet Rebate" Program	75.00
35	Roy's Sewer Service	Pumped Out Septic Tank (25 Giacomini Rd)	650.00
36	Sacramento Flow Control	Back Flow Preventers & Repair Parts	2,500.68
37	Samuelson, Claude	Novato "Washer Rebate" Program	50.00
38	Sequoia Safety Supply	Face Shields (16) (\$35), Coveralls (25) (\$126), Disp Gloves (300) & Ear Plugs (400) (\$54)	240.67
39	Soiland	Fee for Asphalt Recycling (5.71 tons)	10.00
40	Sonoma County Water Agency	October Contract Water	271,604.11
41	Spurlock, Lynn	Novato "Toilet Rebate" Program	225.00
42	Staples Business Advantage	Leather Desk Chairs (5) (STP)	509.90
43	State Water Resources Control	Annual Permit Fee - Waste Discharge Requirement (7/1/11-6/30/12) (OM \$12,394 & STP \$1,943)	14,337.00
44	Strahm Communications	Printing & Processing of Novato Fall 2011 Water Line	3,601.87
45	Ultra Scientific	Mineral Samples (2) (Lab)	135.66

Seq	Payable To	For	Amount
46	United Parcel Service	Delivery Service: Returned Incorrect Drafting Supplies, Defective Part for Portable Flow Meter & Sent Plans/Specs (Recycled Water South Phase 1B)	71.17
47	Van Bebber Bros	2" Steel Angle Iron to Brace 18" Steel Pipe	358.06
48	Verizon California	Telephone Charges: Leased Lines (\$616) & Minimum (\$28)	644.28
49	VWR International	Petri Dishes (\$217), Nitric (\$258), Sulfuric Acid (\$175), Naphthylethylene (4) & Gas Washing Bottle for STP Lab Equipment (\$210)	873.25
50	Wilson Bohannan	Brass Padlocks (40)	313.81
51	Winzler & Kelly	Engineering Services: Pt Reyes Well #3 (Balance Remaining on Contract \$26,643)	3,356.75
52	Zenith Instant Printing	Window Envelopes (10,000)	1,231.48
		TOTAL DISBURSEMENTS	<u>\$481,795.41</u>

The foregoing payroll and accounts payable vouchers totaling 481,795.41 are hereby approved and authorized for payment.



Auditor-Controller

11/29/11

Date



General Manager

11/29/2011

Date

MEMORANDUM

To: Board of Directors
From: Doug Moore, Construction Superintendent *DM*
Subject: NMWD Contract with McLellan for Paving Jobs
k:\const suplbod memo re paving 120211.doc

December 2, 2011

RECOMMENDED ACTION: Information Only

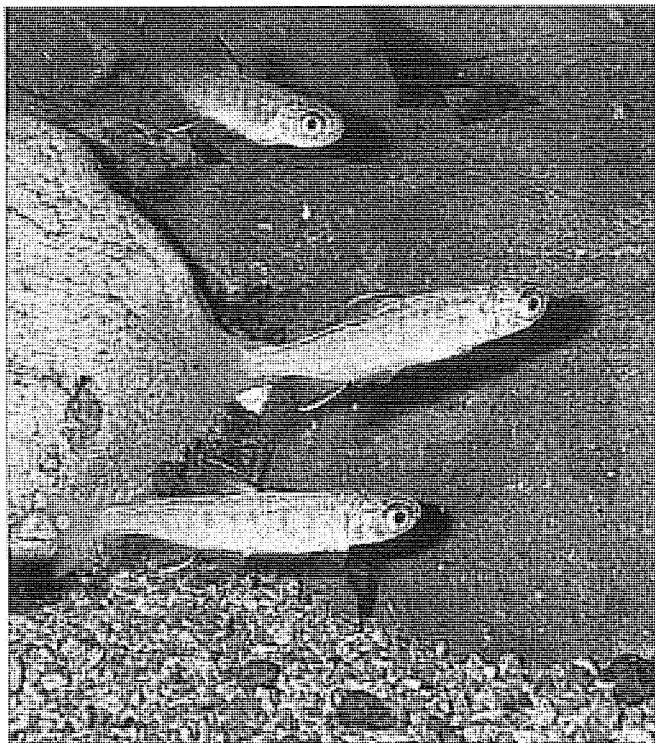
FINANCIAL IMPACT: None

North Marin Water District (District) has maintained a trench restoration paving contract with W.K. McLellan & Company (McLellan) since December 7, 2007, when McLellan was awarded the contract. They have always provided good service, and are basically set up for smaller patch paving jobs. McLellan has not raised their fees for the District since contract award, even in light of the rising costs of both fuel and oil.



California Sea Grant College

Coho Salmon Numbers on the Rise in Sonoma



Wild coho salmon fry in Folta Creek, part of the Russian River watershed.
Photo: California Sea Grant

November 30, 2011

Contact: Christina S. Johnson, csjohnson@ucsd.edu, 858-822-5334

SANTA ROSA - Field biologists funded by the U.S. Army Corps of Engineers have counted a record number of coho salmon in the downstream portions of the Russian River system in western Sonoma County, offering a glimmer of hope that recovery of the endangered silver salmon is one day possible.

Based on surveys led by California Sea Grant, there were 5,375 wild "young-of-the-year" coho in 18 of 23 tributaries surveyed between May and September. This compares with 715 wild fish counted on seven of 11 streams in 2010, and a total of only 637 wild juveniles counted collectively during the five years prior on four of nine streams.

Adult coho also appear to be reproducing in some of their historical tributaries for the first time since biologists began visually counting, tagging and trapping fish in 2005, and the fish appear to be occupying more tributaries of the river system, including some un-stocked creeks.

"There is still a long road to recovery of coho salmon, but the trend is certainly promising," said California Sea Grant's Paul Olin, who oversees the monitoring component of the Russian River Coho Salmon Captive Broodstock Program on behalf of the U.S. Army Corps of Engineers.

"It is especially exciting to see adults returning to streams that were not stocked as part of the broodstock program," adds California Sea Grant's Mariska Obedzinski, manager of the monitoring program.

These signs that population recovery is possible are attributed to the Russian River Coho Salmon Captive Broodstock Program, in which wild coho from the river system are reared and spawned at the Don Clausen Warm Springs Hatchery at Lake Sonoma. The offspring are released by the thousands into the river's downstream tributaries.

Researchers:

Paul Olin
Aquaculture Specialist
California Sea Grant
polin@ucsd.edu
(707) 565-3449

Mariska Obedzinski
Coho Salmon Monitoring Program
California Sea Grant Extension
mobedzinski@ucsd.edu

Sarah Nossaman
Coho Salmon Monitoring Program
UC Cooperative Extension
snossamanpierce@ucsd.edu

Nicolas Bauer
Fisheries Biologist
Sea Grant Extension Program,
UC Cooperative Extension
nhbauer@ucsd.edu

Peter E. LaCivita
Regional Fisheries Biologist
U.S. Army Corps of Engineers
South Pacific Division
Peter.E.LaCivita@usace.army.mil
(415) 503-6864

Relevant Links:

[Russian River Coho Salmon
Captive Broodstock Program](#)

[California Department of Fish
and Game Coho Salmon
Recovery](#)

Tools:

Print this

Normal text

Larger text

[Add me to California Sea Grant
mailing list](#)

Email this

Share This Story:

1

Revised:

November 30, 2011

Novato finally gets electricity: It's 1926

85 Years Ago
November 1926

The Utilities Co. has just completed a line to the canal north of town, and Wright & Ownes are now operating their feed mill by electricity supplied from the Novato substation. The Utilities Co. will begin stringing power wires next week to the Grossi ranch, on the Novato Hicks Valley Road.

At the meeting of the Chamber of Commerce, the uncomplimentary reference to Novato by autoists from different parts of the state was referred to, when J.J. Merryman made the following true statement: "There is a sign on the north and another on the south of town. Everybody knows of Novato and the intersection, and Novato is not the only town where the speed law is enforced, but it is the only town where all violators are treated alike, and that is what hurts."

The application of the Novato Utilities Co. to the Board of Supervisors, asking for a 50-year franchise to control electricity, water and telephone in Novato Township, was denied at the meeting on Monday, but a 25-year franchise was granted. As the Novato Utilities Co. is a small local company serving a small territory, 25 years is considered insufficient in which to float bonds for the improvements contemplated, and a request will be made to the Board of Supervisors to reconsider the matter and grant the 50-year franchise as prayed for. Prominent citizens who know Supervisors Martinelli, Gardner

50 Years Ago
October 1961

The Marin Aqueduct bringing a much-needed water supply to Novato from the Russian River, is scheduled to be placed in operation this weekend or early next week, Jerome R. Gilbert, manager of the North Marin Water District, informed the Advance. Tests to ascertain that the water in the 18-mile pipeline has been properly sterilized will determine the exact date on which the long-anticipated system will be put into operation. During recent weeks, the aqueduct has been checked all along its 28-mile stretch. A recent test in the Petaluma area produced heartening results. During flushing operations along a 16-mile stretch of pipe, the system revealed leakage of only 1,700 gallons out of the three million gallons carried in the line. Gilbert said that he intends to use Russian River water exclusively until the run-off from this year's rains raises the level of Lake Stafford. The lake currently has approximately 300 acre feet of water in it, just sufficient to last Novato through the month of December. "There is no need to be concerned about the low level of the lake," Gilbert said. "The Marin Aqueduct is going to solve Novato's water problems for a long time to come."

Directors of the Novato Community Club voted to rescind a former decision to start dissolution proceedings of the club. President Jack Sorenson explained he had not acted on a previous resolution to disband. The action was approved last month by the board. Instead he observed

the continued enthusiasm of the Fling Section of the club and concluded that the club might well continue. A by-laws committee was named to integrate the parent Community Club with its sole sub-group, the Fling Section. The two would act as one group in the future. To serve on a by-laws committee are the Fling Section officers, Miss Eleanor LaFranchi, and Sorenson. The question of whether to disband or discontinue the Community Club arose after the title to the clubhouse property on Machin Avenue was awarded to the city following a legal tussle.

25 Years Ago
October 1986

Sutter Health System's promise to bring a new hospital to Novato and Berg-Revoir Corp.'s plans to build a major commercial-residential development at Hamilton Field merged yesterday. In a joint announcement made in the Berg-Revoir planning room at Hamilton, plans for a regional medical and retirement complex to be built at Hamilton were unveiled. Included in that complex will be a new acute-care hospital to replace the current Novato Community Hospital on Hill Road. Kent Sherwood, Sutter Senior Vice President, said a "substantive agreement" had been reached between Sutter and Hamilton developers Skip Berg and Jim Revoir to locate what he called a "medical campus" at Hamilton. The complex will be built on 50 acres near the center of the 400-acre Hamilton development, close to a proposed rapid transit route to be built along the former Northwestern Pacific Railroad line.



PAGES FROM THE PAST

and Barr believe these gentlemen would change their attitude if they understood the situation.

75 Years Ago
November 1936

After days of unbounded rejoicing over the historic opening of the world's greatest bridge, they're settling down to normalcy again in the San Francisco Bay region. They can now await the second opening of that same bay bridge, due sometime in 1938, a much more modest one, to be sure.

But in a sense, you see, the bridge is as yet half open. Still to come is a finished lower deck, complete with rail facilities to whisk across that vast stretch of water. And as an achievement in railroading, if you call it that, the set-up that Southern Pacific and Key System plan to erect will be quite as ultra as the great bridge itself.

Note: The toll rate for automobiles, ambulances, taxis, commercial or light delivery automobiles, with driver and not more than four passengers, is 65 cents.

Pages from the Past is compiled from the archives of the Novato Advance by Mike Read, a volunteer with the Novato Historical Guild who is also Novato's 2010 Citizen of the Year.

BUD MISC

the risk of fire. If your power goes out, turn off or unplug all electric appliances; otherwise, several appliances may come back on at once and overload your circuits when power is restored. Leave a single lamp on to alert you when power returns. Turn your appliances back on one at a time when conditions return to normal.

Have battery-operated radios with fresh batteries ready for updates on storm conditions and power outages.

Have battery-operated flashlights with fresh batteries on hand. Have a cell phone or hard-wire, single-line telephone on hand. Cordless phones will not work without electricity. If you have a generator, inform PG&E and do not use it unless it is installed safely and properly. If it is not, you risk damaging your property and endangering yourself and PG&E line workers who may be working on nearby power lines. Find information on safe generator operation at the PG&E website.

inspiration. "She was almost 93 years old when she died and she came to work at the studio two to three days every week," said ICB artist Suzie Buchholz. "She never stopped ion maven and she loved

hands, feet and fancy shoes," said Buchholz, a San Rafael artist who was a close friend of Galli's. "She was sort of a fashion maven and she loved

George Quesada's last Novato Sanitary District meeting was held on Nov. 28. A short reception honored Quesada's 37-year history, with food and beverages for all.

"We've had some good times," said John Schoonover, who served on the Planning Commission with Quesada in the early '70s. "I'll never forget going to the local pub after meetings and he'd tell me his war stories."

Quesada served on the Novato City Council from 1970 to 1974 but devoted the majority of his public service career to the Novato Sanitary District, from 1974 to this year. He was elected to the sanitary district nine times.

Longest-serving Marin public official honored

George Quesada bids farewell after 37 years on sanitary board

By NICOLE BAPTISTA
MarinScope Newspapers

The Novato Sanitary Board said goodbye to Marin County's longest-serving public official at an honorary reception Nov. 28.

George Quesada, 85, was surrounded by colleagues as he graciously said goodbye after 37 years on the Novato Sanitary District's board of directors.

"All I can do is say thank you, thank you, thank you," Quesada said. "I appreciate all the statements and kind words."

With a forceful yet friendly tone, Quesada reminisced about his years in office, his love for Novato and a board position that he'll miss dearly.

"I'm sorry I'm not on the board. I'll try to leave gracefully."

Quoting Gen. Douglas MacArthur, Quesada closed his speech by saying, "I'll just fade away."

After a two-year stint in the U.S. Army during World War II, Quesada eventually moved to Novato in 1963 and lives in the home he inherited from his mother in the '60s. He began his public service career in 1965 when he joined the Design Review Commission and served on the Novato Planning Commission soon after.



NICOLE BAPTISTA/MARINSCOPE

George Quesada's last Novato Sanitary District meeting was held on Nov. 28. A short reception honored Quesada's 37-year history, with food and beverages for all.

"We've had some good times," said John Schoonover, who served on the Planning Commission with Quesada in the early '70s. "I'll never forget going to the local pub after meetings and he'd tell me his war stories."

Quesada served on the Novato City Council from 1970 to 1974 but devoted the majority of his public service career to the Novato Sanitary District, from 1974 to this year. He was elected to the sanitary district nine times.

See QUESADA A5

See DUI A5

QUESADA: Novato Sanitary Board gives proclamation of appreciation for years of service

From A1

"It seems like yesterday," Quesada said of his first term on the board. He remembers being "knocked off" the board shortly after his first term but being reappointed a year later, and "I've been here ever since." In his 37 years on the board Quesada said his finest moment was the completion of the new facilities. "It gave me the most satisfaction."

He said re-election is the toughest part of the game. "Getting re-elected every

four years was a huge challenge," Quesada said. "This time it didn't happen, but I don't want to throw in the towel."

Quesada hasn't let losing his sight more than five years ago get him down, although "it's a trial to remember everything," he said.

Board member Jean Mariani said, "One of my fondest memories is sitting at the Palms Springs airport and reading the New York Times to George for two hours."

Susan Stompe served

"George has been very loyal and he's really supported the district through plant expansion," said Beverly James, manager and engineer for the Novato Sanitary District. He's been an important leader."

Current board member Mike Di Giorgio admires Quesada for keeping him on his toes throughout his time on the NSD. "George comes up with some interesting perspectives," Di Giorgio said. "It's mostly a good thing because it gives you a different point of view."

"I was on the sanitary board with George 25-plus years ago and he has a unique point of view," Jack Baker said. "He enjoys being the contrarian."

President Bill Long, who first started working with Quesada in 1976, also thanked Quesada for his dedication to Novato. "What a fantastic record," Long said. "I got to know George personally on the board and he always had opinions on things." As Long recalled fond memories, Quesada laughed and smiled.

Long read a resolution of appreciation. "He's had almost perfect attendance and we want to thank him for years of loyal service," Long said.

Environmental protection, recycling and progressive ideas have guided Quesada throughout his 37 years, making an impact on board members and residents.

"George has been very dedicated to the environment and the causes at the heart of what this district does," James said.

DUI: Novato Police Department conducts holiday season sobriety checkpoints

From A1

Department seeks OTS grants regularly, but "we usually only get about...

Police Department's checkpoint, a

Interested firms are invited to submit their proposals as described below, five (5) originals of requested materials to:

Attn: Amy Prescott
Lagunitas School District
1 Lagunitas School Rd.
San Geronimo, Ca. 94963

Questions regarding RFP may be directed to:

Amy Prescott
Business Manager
415-488-4118 x226 Phone 415-488-9617 Fax
aprescott@marin.k12.ca.us

Please visit the District website for a full copy of the RFP:
<http://lagunitas.marin.k12.ca.us>

All Proposals must be received on or before: 3 pm, Tuesday December 6, 2011

This is not a formal request for bids or an offer by the District to contract with any party responding to this request. The district reserves the right to reject any and all proposals.

Sincerely,
Amy Prescott
Business Manager
Lagunitas School District

Published in the Point Reyes Light November 23, December 1, 2011

When THE COURT ORDERS that all persons interested in this matter shall appear before this court at the hearing indicated below to show cause, if any, why the petition for change of name should not be granted.

NOTICE OF HEARING
DATE: 01/14/2012
TIME: 9:00 AM DEPT. L
The address of the court is same as noted above: 350 Civic Center Drive, San Rafael, CA 94901.

NOTICE

Salinity intrusion into the Point Reyes well supply serving the West Marin communities of Point Reyes, Olema, Inverness Park, and Paradise Ranch Estates has occurred beginning on August 16, 2011 and has caused sodium levels to increase from background levels of 15-30 milligrams per liter (mg/L). The table below lists most recent concentrations for sodium and chloride in the West Marin water supply:

Date	Sodium	Chloride	Units
11/29/2011	58	100	mg/l*
11/22/2011	56	110	mg/l*

* milligrams per liter

Chris DeGabriele, General Manager
North Marin Water District

Published in the Point Reyes Light, December 1, 2011

other interest person(s) of other entity heretofore conducting business under the following fictitious business name certificate of which was filed on the date indicated in the stated country under the listed number, have abandoned the use of said fictitious business name. Original File #2010125671, original date filed 12/20/2009 in

Organic Juice Bar, 86 Ridge Ave., San Rafael, CA 94901. This business is conducted by an individual: Liliana Lavazzo, 86 Ridge Ave., San Rafael, CA 94901. This statement was filed with the County Clerk of Marin County on November 09, 2011, signed O. Lobato, Deputy. Published in the Point Reyes Light November 23, December 1, 8, 15, 2011.

Fictitious Business Name Statement
File No. 128137

The following person(s) is (are) doing business as: Newbiz 340 Highland Ave., San Rafael, CA 94901. This business is conducted by an individual: Volker Ackermann, 340 Highland Ave., San Rafael, CA 94901. This statement was filed with the County Clerk of Marin County on November 08, 2011, signed O. Lobato, Deputy. Published in the Point Reyes Light November 23, December 1, 8, 15, 2011.

County Clerk of Marin County on October 18, 2011, signed J. Whitney, Deputy. Published in the Point Reyes Light November 10, 17, 23, December 1, 2011.

Fictitious Business Name Statement
File No. 2011128158

The following person(s) is (are) doing business as: HMR Yacht Sales, 400 Harbor Dr., Sausalito, CA 94965. This business is conducted by a general partnership: 01, Ben B. Riffin, 308 B Glen Park Ave., San Rafael, CA 94901; 02, Ethan Hirschfeld, 400 Harbor Dr., Sausalito, CA 94965; 03, Ben Hirschfeld, 400 Harbor Dr., Sausalito, CA 94965; 04, Sharne McCormack, 400 Harbor Dr., Sausalito, CA 94965. This statement was filed with the County Clerk of Marin County on November 14, 2011, signed O. Lobato, Deputy. Published in the Point Reyes Light November 17, 23, December 1, 8, 9, 2011.

CERTIFICATE OF WITHDRAWAL OF GENERAL

The following person(s) is (are) do-

Point Reyes Light November 17, 23, December 1, 8, 2011.

Fictitious Business Name Statement
File No. 2011128158

The following person(s) is (are) doing business as: HMR Yacht Sales, 400 Harbor Dr., Sausalito, CA 94965. This business is conducted by a general partnership: 01, Ben B. Riffin, 308 B Glen Park Ave., San Rafael, CA 94901; 02, Ethan Hirschfeld, 400 Harbor Dr., Sausalito, CA 94965; 03, Ben Hirschfeld, 400 Harbor Dr., Sausalito, CA 94965; 04, Sharne McCormack, 400 Harbor Dr., Sausalito, CA 94965. This statement was filed with the County Clerk of Marin County on November 14, 2011, signed O. Lobato, Deputy. Published in the Point Reyes Light November 17, 23, December 1, 8, 9, 2011.

CERTIFICATE OF WITHDRAWAL OF GENERAL

The following person(s) is (are) do-

County Clerk of Marin County on October 18, 2011, signed J. Whitney, Deputy. Published in the Point Reyes Light November 10, 17, 23, December 1, 2011.

Fictitious Business Name Statement
File No. 128123

The following person(s) is (are) doing business as: C&C Automotive, 296 N. San Pedro Rd., San Rafael, CA 94903. This business is conducted by co-partners: 01, Oliver Carnales, 296 N. San Pedro Rd., San Rafael, CA 94903; 02, Oneyda Velazquez, 296 N. San Pedro Rd., San Rafael, CA 94903. This statement was filed with the County Clerk of Marin County on November 7, 2011, signed J. Whitney, Deputy. Published in the Point Reyes Light November 17, 23, December 1, 8, 2011.

CERTIFICATE OF WITHDRAWAL OF GENERAL

The following person(s) is (are) do-

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Clip form and mail with check or credit card information: Point Reyes Light, P.O. Box 210, Point Reyes Station, CA 94956

Marin County on October 21, 2011, signed, J. Whitney, Deputy. Published in the Point Reyes Light October 27, November 3, 10, 17, 2011.

Fictitious Business Name Statement
File No. 127924

The following person(s) is (are) doing business as: Farm House Urban, 1012 Magnolia Ave., Larkspur, CA 94939. This business is conducted by an individual: Serena Armstrong, 121 Villa Ct., Kentfield, CA 94904. This statement was filed with the County Clerk of Marin County on October 06, 2011, signed, J. Whitney, Deputy. Published in the Point Reyes Light October 27, November 3, 10, 17, 2011.

Fictitious Business Name Statement
File No. 2011127976

The following person(s) is (are) doing business as: Clear Change Group, 70 Castle Rock Ave., Woodacre, CA 94973. This business is conducted by an

on October 17, 2011, signed, Mannon, Deputy. Published in the Point Reyes Light November 3, 10, 17, 24, 2011.

Fictitious Business Name Statement
File No. 2011128014

The following person(s) is (are) doing business as: Healing Pathways, 4340 Redwood Hwy, Building F, Ste. 100, San Rafael, CA 94947. This business is conducted by an individual: Iris M. Heusler, 168 Central Ave., Woodacre, CA 94973. This statement was filed with the County Clerk of Marin County on October 19, 2011, signed, J. Whitney, Deputy. Published in the Point Reyes Light November 3, 10, 17, 24, 2011.

Fictitious Business Name Statement
File No. 2011128060

The following person(s) is (are) doing business as: Nonprofit Tech Consulting, 321 Cypress Dr., Fairfax, CA 94930. This business is conducted by an individual: Bob Kopelman, 321

Fictitious Business Name Statement
File No. 2011128028

The following person(s) is (are) doing business as: Enrich Investments, 97 Plata Court, Novato, CA 94947. This business is conducted by an individual: Bruce Levitz, 97 Plata Court, Novato, CA 94947. This statement was filed with the County Clerk of Marin County on October 21, 2011, signed, O. Lobato, Deputy. Published in the Point Reyes Light November 3, 10, 17, 24, 2011.

Fictitious Business Name Statement
File No. 128071

The following person(s) is (are) doing business as: Halo and Swan, 240 Silver Hills Rd., Point Reyes, CA 94956. This business is conducted by an individual: Ella Zarum, 240 Silver Hills Rd., Point Reyes, CA 94956. This statement was filed with the County Clerk of Marin County

Fictitious Business Name Statement
File No. 128019

The following person(s) is (are) doing business as: YogaSpace, 1000 Fifth Ave., Ste. B, San Rafael, CA 94901. This business is conducted by an individual: Alina Bustinza Lopez, 377 Via Casitas, Greenbrae, CA 94004. This statement was filed with the County Clerk of Marin County on October 20, 2011, signed, O.

Equine/Assisted Leadership Center, 5001 Sir Francis Drake Blvd., Woodacre, CA 94973. This business is conducted by an individual: Alane A. Freud, 17 Laurel Ave., Woodacre, CA 94973. This statement was filed with the County Clerk of Marin County on October 18, 2011, signed, J. Whitney, Deputy. Published in the Point Reyes Light November 10, 17, 24, December 1, 2011.

NOTICE

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Date	Sodium	Chloride	Units
11/8/2011	61	66	mg/l*
11/1/2011	52	93	mg/l*

*milligrams per liter Chris DeGabriele, General Manager North Marin Water District

Published in the Point Reyes Light, November 10, 2011

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