



NORTH MARIN WATER DISTRICT
AGENDA - REGULAR MEETING
 January 7, 2014 – 7:30 p.m.
 District Headquarters
 999 Rush Creek Place
 Novato, California

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| Est. Time | Item | Subject |
|--------------|---|---|
| 7:30 p.m. | CALL TO ORDER | |
| | 1. | APPROVE MINUTES FROM REGULAR MEETING , December 17, 2013 |
| | 2. | GENERAL MANAGER'S REPORT |
| | 3. | OPEN TIME: (Please observe a three-minute time limit) |
| | | This section of the agenda is provided so that the public may express comments on any issues not listed on the agenda that are of interest to the public and within the jurisdiction of the North Marin Water District. When comments are made about matters not on the agenda, Board members can ask questions for clarification, respond to statements or questions from members of the public, refer a matter to staff, or direct staff to place a matter of business on a future agenda. The public may also express comments on agenda items at the time of Board consideration. |
| | 4. | STAFF/DIRECTORS REPORTS |
| | CONSENT CALENDAR | |
| | The General Manager has reviewed the following items. To his knowledge, there is no opposition to the action. The items can be acted on in one consolidated motion as recommended or may be removed from the Consent Calendar and separately considered at the request of any person. | |
| | 5. | Consent – Approve Winter 2014 Novato <i>Water Line</i> Text and Layout |
| | 6. | Consent – Approve Pilot Distribution Program for Ultra High Efficiency Toilets |
| 8:00 p.m. | ACTION CALENDAR | |
| | 7. | Approve: AEEP/MSN B3 Tree Removal Contract |
| | 8. | Approve: Change Order No. 6 – ESA for Biological Monitoring Services |
| | 9. | Approve: Recycled Water Expansion Project – Approve Contract Amendment No. 2 – The Covello Group |
| | 10. | Approve: Recycled Water Expansion South Service Area Phase 1b Project – Approve Contingency Increase to \$210,100 |
| | 11. | Approve: Agreement with Nute Engineering for Preparation of the Marin County Club Golf Course Recycled Water Feasibility Study Update - 2014 |
| | 12. | Approve: Revised Regulation 6 |
| | INFORMATION ITEMS | |
| | 13. | Preparing for Dry Year Conditions |

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 |
|----------------------|-------------|--|
| | 14. | TAC Meeting – January 6, 2014 |
| | 15. | NBWA Meeting – January 3, 2014 |
| | 16. | City of Novato Paving Moratorium, Measure A Group 5 |
| | 17. | MISCELLANEOUS Disbursements CDPH Grant Letter <u>News Articles:</u> County retool of water policy Public Meeting slated on 15-Year Russian River Plan Robert Giacomini Dairy Honored for Love of its Land Dry year spurs new conservation orders for 2014 State Water Resources Board Approves Temporary Urgency Change Petition PD Editorial: Time for action on saving water Water officials cut Russian River releases from Lake Mendocino |
| 9:30 p.m. | 18. | ADJOURNMENT |

1

1 position in the field to date. He noted that Tony will report to the Chief Engineer and has a list of
2 requirements to complete the transition.

3 Director Baker asked what job he held prior to this.

4 Mr. DeGabriele stated that he has been one of the construction foremen since 2005 and is a
5 dedicated employee. He stated that Tony Arendell is interested in relocating to Novato, he currently
6 lives in Petaluma, but Mr. DeGabriele suggested he hold off on moving and concentrate on the
7 transition of the job first.

8 Water Shortage

9 Mr. DeGabriele informed the Board that PG&E has received approval to reduce in stream
10 releases out of Lake Pillsbury and reduce diversions into the Russian River. He noted that
11 diversions to the Russian River through the Potter Valley Project are now authorized to drop to 5
12 cubic feet per second. Mr. DeGabriele advised the Board that Sonoma County Water Agency plans
13 to petition the State Water Resources Control Board to reduce the flows in the Upper Russian River.
14 He stated that SCWA has counted over 2,700 Chinook salmon passing through the Mirabel rubber
15 dam but Steelhead come into the system later in the year.

16 Mr. DeGabriele advised the Board that SCWA has asked all water contractors to participate
17 in some additional water conservation requirements and Mr. DeGabriele had suggested that the
18 contractors restrict outdoor irrigation with potable water. Mr. DeGabriele stated that the TAC does
19 not want to prohibit irrigation when plants do need water and they are trying to figure out how to
20 convey the message.

21 Mr. DeGabriele provided a chart comparing rainfall the past two years with rainfall in 1976
22 and 1977.

23 Mr. DeGabriele informed the Board that Marin Municipal is authorizing their General
24 Manager to take necessary drought actions if there is no rainfall by April 1st. He stated that MMWD
25 storage is predicted to reach 40,000 AF on April 1st k and would then trigger mandatory 25% water
26 conservation.

27 Mr. DeGabriele stated that the District is assuming Laguintas Creek will have dry year
28 conditions as well and Robert Clark, Maintenance/Operations Superintendent, recommends flushing
29 now and once the flushing program is done in West Marin, staff will start flushing in Novato. He
30 informed the Board that water conservation staff is working with the Sonoma Marin Water
31 Partnership on messaging and the District is going to issue another *WaterLine* newsletter after the
32 1st of the year.

1 President Rodoni asked if Mr. DeGabriele was comfortable with the Board of Supervisors
2 not taking action without involving the TAC and WAC.

3 Mr. DeGabriele stated that the Board of Supervisors will get input from the TAC and that
4 water demand is at its lowest point in the winter months, so outdoor irrigation is really the only issue.

5 **OPEN TIME**

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

8 **STAFF / DIRECTORS' REPORTS**

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

11 President Rodoni stated that he has reviewed committee appointments and they will remain
12 the same as the previous year. He encouraged all Directors to take advantage of the alternate when
13 they can.

14 Director Schoonover thanked staff for an excellent holiday/retirement party for Doug Moore.
15 He stated that it was well attended and staff did a tremendous job.

16 Director Baker agreed with Director Schoonover regarding the holiday/retirement party and
17 said he had a great time and it was a nice evening seeing familiar faces.

18 Director Fraites stated he was sorry he couldn't make the party due to an illness.

19 **MONTHLY PROGRESS REPORT**

20 Mr. DeGabriele provided the Board with the Monthly Progress Report for November. He
21 stated that the water production in Novato and West Marin was up significantly compared to last
22 November. He advised the Board that the increased water use is directly attributed to rainfall, as last
23 November the District had received 8.5" of rain, whereas through November 2013, only 1.5" has
24 been recorded. The Board was informed that Recycled Water customers continue to receive some
25 water and Stafford Treatment Plant remains available as an emergency supply, especially during the
26 aqueduct shut downs.

27 Mr. DeGabriele advised the Board that Oceana Marin is in really good shape going into
28 winter. He stated that District staff has worked 173 days through the end of November without a lost
29 time accident or injury and that complaints are down considerably in November and year to date. He
30 noted that that staff prepared a summary memo on the freeze that occurred a week ago, stating that
31 there were 240 call outs from customers to assist with frozen pipes on their side of the meter.

1 Mr. Bentley provided the Board with the Monthly Report of Investments. He stated that the
2 District currently has \$16.1M in the bank and is earning 0.35% interest.

3 President Rodoni stated that he heard Bio Marin was leaving Novato and asked Mr. Bentley
4 if the agreement with the company was paid in full.

5 Mr. Bentley responded that Bio Marin had paid upfront for the agreement.

6 **CONSENT CALENDAR**

7 On the motion of Director Petterle, seconded by Director Schoonover and unanimously
8 carried, the following item were approved on the consent calendar:

9 **DUMP TRUCK REPLACEMENT AUTHORIZATION**

10 The Board authorized staff to solicit bids for the purchase of a new 2014 model year dump
11 truck to replace truck #55, which was purchased in 2008. Truck #55 engine recently failed and it's
12 not cost effective to make the necessary repairs.

13 **INFORMATION ITEMS**

14 **PRESENTATION ON DISTRIBUTION SYSTEM WATER QUALITY MONITORING AND SAMPLE**
15 **STATIONS**

16 Pablo Ramudo provided a presentation on the Distribution System Water Quality Monitoring
17 and Sample Stations, including the regulations which require monitoring in the distribution system,
18 their sampling requirements and a description of the District's network of dedicated sample stations
19 including a map of their locations within different hydraulic zones.

20 Mr. Ramudo discussed the Total Coliform Rule stating that the purpose of this rule is to
21 protect public health by ensuring integrity of the drinking water distribution system and monitoring for
22 the presence of microbial contamination. He stated that the District must collect 70 samples a
23 month, although normally between 75 and 95 samples are collected per month from 56 sample
24 stations.

25 Director Baker asked how the staff decides certain locations for sample sites.

26 Mr. Ramudo responded that there are guidelines on how to pick sample sites making sure to
27 sample widely where an average of the population is and that it is required to sample from each
28 hydraulic zone.

29 Mr. Ramudo stated that of 56 sample sites for total coliform rule in the Novato system, 52 are
30 dedicated sample stations and an additional 17 sample stations exist through the distribution
31 system. He noted that of 7 sample sites for the total coliform rule in the Point Reyes system, 4 are

1 dedicated sample stations. Mr. Ramudo informed the Board that dedicated sample stations greatly
2 reduce risk of false positive results due to sampling error and contamination and it also reduces the
3 District's liability for potential damage to customer's property.

4 Director Baker asked with the new frontage road on HWY 101 if the sample stations will be
5 accessed from a safer location.

6 Mr. Ramudo stated that there are a couple of stations along HWY 101 that will be easily
7 accessible from the frontage road making it safer for employees.

8 President Rodoni asked what the cost of a sample station was.

9 Mr. Ramudo replied about \$3K and the District has budgeted six new sample stations every
10 two years.

11 **MISCELLANEOUS**

12 The Board received the following miscellaneous information: Disbursements, Freeze
13 Summary, and Board of Supervisors Letter.

14 The Board also received the following news articles: Heroes of Marin: Dietrich Stroeh,
15 Environmental Stewardship, Update: Marin-Sonoma Narrows widening, Part 2, PG&E seeks
16 reduction in releases to Eel River due to drought, Supervisor Kinsey elected head of state Coastal
17 Commission, Sonoma County seeks state's OK to cut Russian River water releases, and Willits
18 contemplates stricter water restrictions.

19 **ADJOURNMENT**

20 President Rodoni adjourned the meeting at 8:18 p.m.

21 Submitted by

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Katie Young
District Secretary

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MEMORANDUM

To: Board of Directors

January 3, 2014

From: Ryan Grisso, Water Conservation Coordinator *RG*Subject: Approve Text for *Water Line*, Volume 15, Issue 31

\\nmwd3rv1\water conservation\Memos to Board\Fall 2013 WaterLine Text 1013.doc

RECOMMENDED ACTION: Approve Winter 2014 Novato "*Water Line*" Text and Layout**FINANCIAL IMPACT:** \$6,500 (Included in FY 2013/2014 Budget)

Draft text and design for the Winter 2014 "*Water Line*", Volume 15, Issue 31 is attached for your review. This issue of water line will inform customers of the extremely dry weather conditions persisting since January 2013 causing severely low water storage levels in Lake Mendocino and low water storage levels in Stafford Lake, and advise customers of the need to reduce water use this winter. Due to the dry conditions and resulting water storage levels, customers will be asked to turn off all unnecessary outside irrigation using potable supply, fix any leaks promptly and participate in NMWD water conservation programs. The issue also solicits customer interest in a toilet giveaway for Spring 2014. Should any Board member have individual comments, please provide them to the General Manager at the January 7th Board Meeting. It is expected that the Winter 2014 Novato "*Water Line*" will be mailed in mid to late January 2014.

In addition to this issue of Water Line, the Water Agency's water contractors have committed to eliminating the use of potable water that is currently being applied to landscaping and a regional public information/education campaign will be launched through the Sonoma-Marin Saving Water Partnership to instruct the public to reduce water use.

RECOMMENDATION

Board authorize General Manager to approve final text and design of Winter 2014 Novato "*Water Line*", Volume 15, Issue 31.

Approved by GM *CD*Date *1/3/2014*



**NORTH MARIN
WATER DISTRICT**

THE WATER LINE

NOVATO'S WATER CONSERVATION NEWSLETTER • VOLUME 14 ISSUE 30 FALL 2014

It's A Drought – Save Water!

With extremely dry conditions persisting since January 2013, our region has experienced the driest calendar year on record and is currently in a drought. In winter months, 100% of Novato's water supply is delivered from Sonoma County Water Agency's (SCWA) Russian River system. Of particular concern is Lake Mendocino with a critically low water supply (39% of capacity). Lake Mendocino is a key drinking water source for the cities of Ukiah, Hopland, Cloverdale and Healdsburg, provides water for agriculture on the upper Russian River and to SCWA's Russian River water transmission system which serves Novato. Additionally, water releases from Lake Mendocino support in-stream flows in the Russian River for the threatened Chinook salmon and steelhead trout during the fall and winter seasons.

SCWA continues to work proactively with key stakeholders in the upper Russian River watershed to efficiently manage water resources. In mid December the SCWA asked the State Water Resources Control Board (SWRCB) for authority to reduce in-stream releases in the upper Russian River. This action, now approved by the SWRCB, will help preserve water in Lake Mendocino.



Lake Mendocino – December 15, 2013

Locally, Stafford Lake at 31% of capacity is typically filling in winter months to meet summer needs. NMWD does have the ability to "back feed" Russian River water into Stafford Lake this spring so it can be available for summer use. Fortunately, Lake Sonoma, which water enters the Russian River below Healdsburg, holds ample water supply (68% of capacity). The decision to "back feed" will likely be made within the next month.

NMWD's expansion of recycled water use in Novato will also help preserve available potable water supply further this year.

While there are currently no mandatory water use restrictions, **customers are urged to turn off all unnecessary outside irrigation, fix any leaks promptly and participate in NMWD water conservation programs.**

For more information on water supply, drought conditions and water saving tips, please visit www.nmwd.com, www.savingwaterpartnership.org and www.scwa.ca.gov.

Smart move.

Call today to schedule your **Free Water Smart Home Survey:** 707-547-1909

Ultra High Efficiency Toilet Giveaway

NMWD will be distributing (FREE) Ultra High Efficiency Toilets as a part of pilot program in spring 2014. The free toilets are available only to customers who are replacing toilets installed prior to the year 2000. Toilets previously rebated or provided by NMWD will not be eligible for replacement with the new Ultra High Efficiency Toilets. Post inspection to verify installation will be required.

NMWD is collecting a list of interested customers and will schedule a distribution date once enough eligible customers reply. Reply to rgrisso@nmwd.com or call (415) 897-4133 ext 8711 to get your name on the list.



Niagara Stealth 0.8 gallons per flush



999 Rush Creek Place
PO Box 146
Novato, CA 94948
(415) 897-4133

**NORTH MARIN
WATER DISTRICT**

www.nmwd.com

PRESORTED
STANDARD
U.S. POSTAGE
PAID
STRAHMCOM

♻️ Printed on Recycled Paper



WATER SMART SAVINGS PROGRAM Call (415) 897-4133 ext. 8711 for program details or visit www.nmwd.com



High-Efficiency Toilet Rebate

Don't flush money away. Now you can get a rebate when you replace your non-water-conserving toilet with a High-Efficiency Toilet (HET). HETs use 20% less water than standard ultra-low flush toilets, so not only will you save water, but you'll save money, too. HETs eligible for rebate must be EPA WaterSense approved models. Call for rebate values and participation details or visit www.nmwd.com.

Water Smart Home Survey

NMWD offers free *Water Smart Home Surveys* as the cornerstone of the *Water Smart Savings Program*. This **free** service includes indoor and outdoor water efficiency checks, a landscape irrigation system efficiency test and a leak detection test.

Our friendly, knowledgeable survey technicians can show how you can easily conserve more water and save money. Best of all, your appointment can be scheduled at a time that is convenient for you. **How to Participate?** Call (707) 547-1909 to set up your free appointment.



High-Efficiency Clothes Washer Rebate Program

High Efficiency clothes washers can save up to 50% of the water used and 65% of the energy used compared to conventional top-loading clothes washers. NMWD currently offers a rebate to customers when they purchase a qualifying high-efficiency clothes washer. Call for rebate value and participation details, or visit www.nmwd.com.

Cash for Grass

As part of the Water Smart Savings Program, you can get cash back when you remove your regularly mowed and irrigated lawn and re-landscape with District approved low-water use plants or District approved synthetic turf. Pre-inspection and re-landscaping plan approval required. Call for rebate values and complete program participation details or visit www.nmwd.com.



6

MEMORANDUM

To: Board of Directors
 From: Ryan Grisso, Water Conservation Coordinator *RG*
 Subject: Pilot Distribution Program for Ultra High Efficiency Toilets
\\Nmwdsvr1\water conservation\Memos to Board\Toilet Distribution 2014.doc

January 3, 2014

RECOMMENDED ACTION: Approve Pilot Distribution Program for Ultra High Efficiency Toilets

FINANCIAL IMPACT: \$20,000 (Included in FY 2013/2014 Budget)

Background

At a previous Board meeting, staff was directed to investigate additional water conservation programs promoting further water savings. Water conservation expenditures are currently expected to be below budget at the end of this fiscal year enabling a mid-year adjustment to expand programs funded by the water conservation budget. In addition to the herein referenced Pilot Distribution Program, a recycled water onsite retrofit program will be discussed in more detail as part of the mid-year report at a February 2014 Board meeting.

Pilot Distribution Program

Due to the drought and a winter *Water Line* planned to be issued in January, there is an excellent opportunity to initiate and advertise a new ultra high efficiency toilet (UHET) distribution program for FY14. The proposed pilot UHET distribution program (Pilot Distribution Program) is comprised of a giveaway of 100 toilets with a follow-up performance and satisfaction survey and possible future toilet distributions later in spring 2014. The Niagara Stealth Ultra High Efficiency Toilets (Stealth) are proposed for this distribution. These fixtures use 0.8 gallons per flush have elongated bowls and meet Americans with Disabilities Act (ADA) standards. The Stealth has received excellent performance feedback and can be purchased directly by NMWD through the manufacturer for approximately \$150/toilet. The advantage of distributing the Stealth is the 0.8 gallons per flush level which is a significant water use reduction from the 1.6 gallons per flush models which is the federally mandated toilet flush volume and the 1.28 gallons per flush Water Sense approved High Efficiency Toilet (HET), which has now become prevalent in the marketplace. This additional water savings warrants the additional \$50 cost above the NMWD current HET rebate.

The Pilot Distribution Program will provide a free toilet to replace toilets installed prior to the year 2000 (the first year of the NMWD toilet rebate program). Customers will be asked to call or email to be considered/reviewed for eligibility, placed on an interested customer list, and then contacted with the date and time of the distribution (likely on a weekday morning). This will allow staff to have better control over the distribution and result in a more streamlined and organized distribution as compared to the large scale toilet distribution conducted in 2007. The customer will be provided

Approved by GM *CD*Date *1/3/2014*

three weeks to install the toilet and call for a post inspection. Pick up and recycling of the older toilets is not an option at this time. If the customer fails to install the new HET and call within the three week period, the customer will receive a \$150 charge per toilet on their next water bill.

The timing is right for disseminating Pilot Distribution Program information to the public through the winter 2014 *Water Line*. The water use reduction feature of the 0.8 gallons per flush toilet UHET makes it an attractive program. Initiating this program in pilot form will also help determine if 0.8 gallons per flush toilets will satisfactorily perform for NMWD customers. Staff recommends Board approval of the Pilot UHET Distribution Program.

RECOMMENDATION

Board approve and authorize implementation of the Pilot Ultra High Efficiency Toilet Distribution Program.

7

MEMORANDUM

To: Board of Directors January 3, 2014
 From: Drew McIntyre, Chief Engineer 
 Carmela Chandrasekera, Associate Engineer
 Subject: NMWD AEEP/MSN B3 Tree Removal Project: Award Contract to The Professional Tree Care Company

R:\Folders by Job No\7000 jobs\7118\AEEP B3 Advance Tree Removal 7118.20\7118.20 Contract Award to The Prof Tree Care Co 1-7-14.docx

RECOMMENDED ACTION: Approve award of the contract to The Professional Tree Care Company and authorize the General Manager to execute an agreement with same

FINANCIAL IMPACT: \$179,975 plus \$18,000 contingency (10%)

Background

The AEEP/MSN B3 Tree Removal project includes the cutting down of ~300 trees along the Hwy 101 corridor from the south end of San Antonio Road in Marin County to Kastania Road in Sonoma County (see site map in Attachment 1). This work is primarily required by the Caltrans Marin Sonoma Narrows B3 Freeway Widening Project. The bulk of the project costs will be covered by Caltrans as part of the Utility Agreement between Caltrans and North Marin Water District. The Board authorized bid advertisement for the project on December 3, 2013. The advertised date for this project was December 9, 2013 with a bid opening on December 30, 2013. 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. Eight (8) contractors attended the pre-bid meeting on December 19, 2013. The bid period was for approximately three (3) weeks and included two addendums. Three bids were received ranging from a low of \$179,975 to a high of \$297,000.

| | CONTRACTOR | BID |
|----|---|-----------|
| 1. | The Professional Tree Care Company (Berkeley) | \$179,975 |
| 2. | Bay Area Tree Specialist (San Jose) | \$250,000 |
| 3. | Arbor Works (Dublin) | \$297,000 |

The Engineer's Estimate was \$185,000. The bid span between the Number 1 and Number 2 low bidders was \$70,225 (for a variance of 39%).

Bid Evaluation

The Professional Tree Care Company (TPTCC) of Berkeley, California, submitted the lowest responsive bid of \$179,975 which is \$5,025 (3%) below the Engineer's construction cost estimate of \$185,000. TPTCC's bid is 39% below the next lowest bidder (Bay Area Tree Specialist). A bid evaluation was performed and is summarized in Attachment 2. The attached

analysis shows that TPTCC's bid is both responsive and responsible. References were checked by CSW/Stuber-Stroeh and they confirmed that TPTCC has the relevant experience to perform the work.

RECOMMENDATION

That the Board approve award of the contract to The Professional Tree Care Company and authorize the General Manager to execute an agreement with The Professional Tree Care Company.

NORTH MARIN WATER DISTRICT

AQUEDUCT ENERGY EFFICIENCY PROJECT - REACHES A, B, C, AND D / MSN B3 (2014)

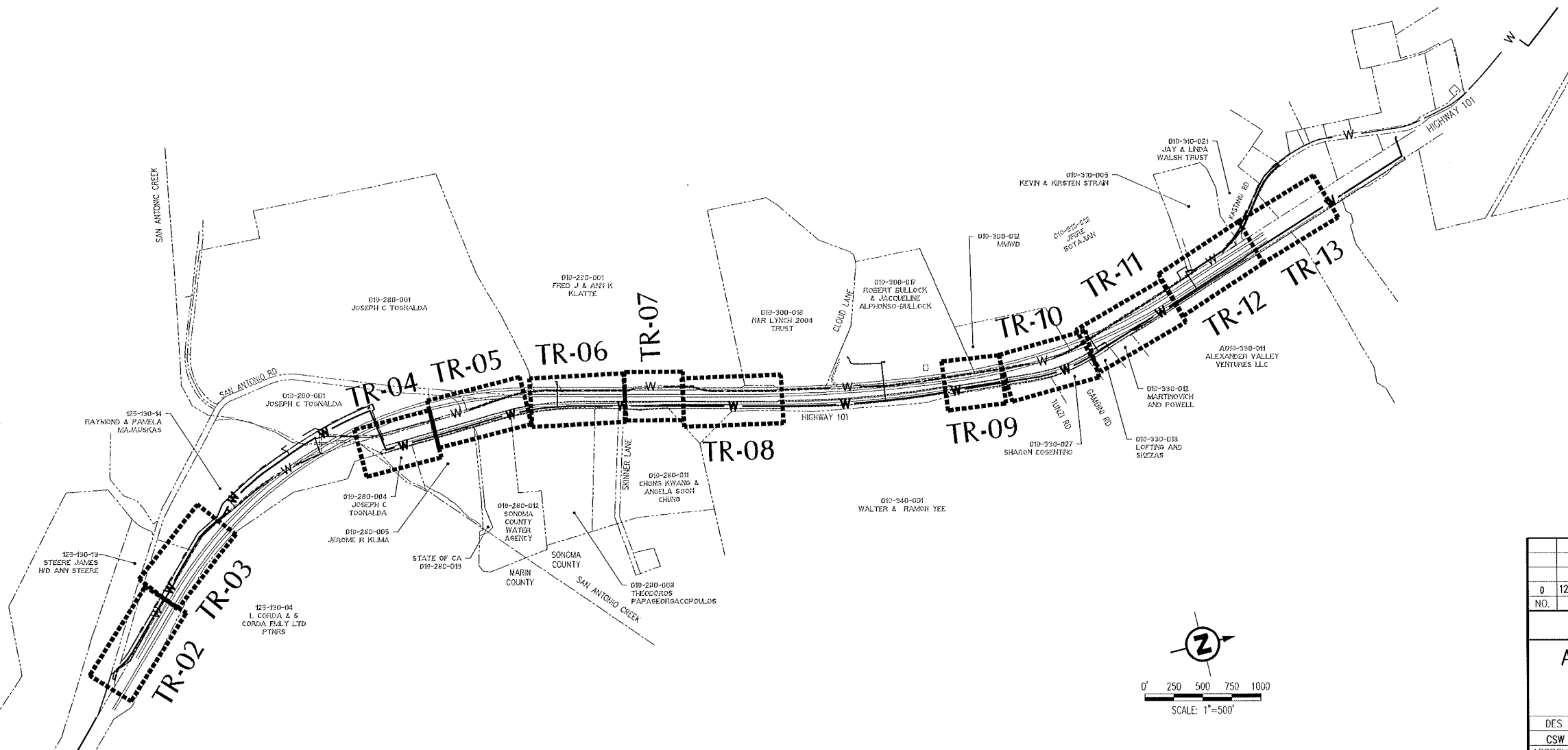
TREE REMOVAL

ASSOCIATED WITH
 STATE HIGHWAY 101 CURVE CORRECTION PROJECT (MARIN - SONOMA NARROWS, SEGMENT B-3) FROM 1.5 MILE NORTH OF REDWOOD SANITARY LANDFILL RD OC TO 0.5 MILE SOUTH OF PETALUMA BLVD SOUTH OC

REVIEWED BY:

ENGINEERING _____ DATE _____
 D. McIntyre

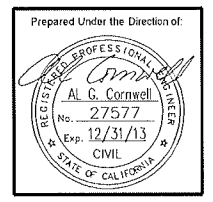
Dec 09, 2013 - 11:30am N:\CIVIL\14113100\Draws\TREE REMOVAL PLAN\Tree Removal outgoing\OUTGOING TREE REMOVAL 5-12-13\TR01.dwg User: BARCU



KEY MAP - PLAN
 SCALE: 1"=500'

CSW ST2

CSW/Stuber-Stroh Engineering Group, Inc.
 45 Leveroni Court
 Novato, CA 94949
 tel: 415.883.9850
 fax: 415.883.9835
 Civil & Structural Engineers, Surveying & Mapping, Environmental Planning,
 Land Planning, Construction Management, Landscape Architecture
 © 2012



| | | | | |
|---|--------------|-------------------------|-----------|-----------------|
| NO. | DATE | REVISION | BY | APP. |
| 0 | 12/09/13 | RELEASE FOR BID | | CJB |
| NORTH MARIN WATER DISTRICT NOVATO, CALIFORNIA | | | | |
| AEEP REACHES A-D / MSN B3 TREE REMOVAL TITLE SHEET & MAP | | | | |
| DES | DR | CH | SCALE | |
| CSW | JKS/CJB | DAC | DATE | DECEMBER 2013 |
| APPROVED: CHIEF ENGINEER | | | SHEET NO. | 01 OF 13 SHEETS |
| R.E. 40936 | SERVICE AREA | JOB NO. 1.7118.20 TR-01 | | |

North Marin Water District **Project No. 1 7118.20**
AEEP/MSN B3 Tree Removal Project


| Bid Items From Bid Schedule | | | | Engineer's Estimate | The Professional Tree Care Co. | | Bay Area Tree Specialist | | Arbor Works | |
|-----------------------------|------|------|---|---------------------|--------------------------------|------------------|--------------------------|------------------|-------------|------------------|
| Item No. | Qty. | Unit | Description of Items | Total Amount | Unit Price | Total Amount | Unit Price | Total Amount | Unit Price | Total Amount |
| 1 | 1 | LS | Mobilization, Bonds, Permits and Insurance costs for the entire job | | \$NA | \$10,000 | \$NA | \$10,000 | \$NA | NR* |
| 2 | 1 | LS | Temporary fencing in environmentally sensitive areas (TFESA) | | \$NA | \$9,000 | \$NA | \$5,000 | \$NA | NR |
| | | | Tree removal – Reaches C & D Sta 6532+00 thru 6541+50 | | | | | | | |
| 3 | 15 | EA | 14" thru 20" | | \$375 | \$5,625 | 400 | \$6,000 | | NR |
| 4 | 2 | EA | 21" and larger | | \$500 | \$1,000 | 800 | \$1,600 | | NR |
| | | | Tree removal – Reach B Sta 6561+00 thru 6688+00 | | | | | | | |
| 5 | 134 | EA | 4" thru 10" | | \$200 | \$26,800 | 400 | \$53,600 | | NR |
| 6 | 100 | EA | 11" thru 20" | | \$475 | \$47,500 | 600 | \$60,000 | | NR |
| 7 | 38 | EA | 21" thru 30" | | \$975 | \$37,050 | 1,000 | \$38,000 | | NR |
| 8 | 7 | EA | 31" thru 47" | | \$3,000 | \$21,000 | 3,000 | \$21,000 | | NR |
| 9 | 3 | EA | 48" and larger | | \$4,000 | \$12,000 | 4,000 | \$12,000 | | NR |
| 10 | 1 | LS | Clear brush in ares shown on drawing | | \$10,000 | \$10,000 | 43,000 | \$43,000 | | NR |
| Total Base Bid : | | | | \$185,000 | | \$179,975 | | \$250,200 | | \$297,000 |

| Bid Forms: | | | | |
|--|--|--|--|--|
| "IN" Stamped before bid closing | | | yes | yes |
| Bid multiplies out and sums correctly | | | yes | yes |
| License - Possesses valid Class C61/Category D49 | | | yes | yes |
| Bid Form - Addendums 1 & 2 acknowledged | | | yes | yes |
| Bid Form - Signed by Authorized Individual | | | yes | yes |
| Bid Form - Contractor's Experience Statement | | | yes | yes |
| Bid Form - Bidder's Reference | | | yes | yes |
| Bid Form - Contractor's Equipment Available | | | yes | yes |
| Bid Form - Bidder's Financial Reference | | | yes | yes |
| Bid Form - Designation of Subcontractors | | | yes - none | yes |
| Bid Bond | | | yes | yes |
| Bidders Experience and Qualifications | | | Experienced in tree removal. Checked references, all positive. | Experienced in tree removal. References not checked. |

*NR= Non-responsive as they did not fill out the proper bid form.

8

MEMORANDUM

To: Board of Directors January 3, 2014
From: Drew McIntyre, Chief Engineer 
Subject: Approve: Change Order No. 6 - Environmental Science Associates (ESA)
for Biological Monitoring Services (AEEP/MSN B3 Tree Removal Contract)
R:\Folders by Job No\7000 jobs\7127\ESA RW CEQA Work\Board Memos\7127 ESA Change Order No. 6 BOD MEMO 1-14.docx

RECOMMENDED ACTION: The Board authorize the General Manager to execute Change Order No. 6 to ESA to perform biological monitoring services

FINANCIAL IMPACT: \$30,000 increase plus \$3,000 contingency (10%)

Background

At the January 17, 2013 meeting, the Board approved Change Order No. 5 to ESA for \$36,600 to perform post construction mitigation monitoring for the Recycled Water South Phase 1a and 1b projects. With approval of the advance tree removal contract for Caltrans' MSN B3 and NMWD's Aqueduct Energy Efficiency Projects, a condition of the regulatory permits is to have a biological monitor on-site primarily to insure that no red-legged frogs are negatively impacted as a result of the tree removal project.

Change Order No. 6

Since the District already has ESA under contract for various environmental consulting work, staff requested that ESA provide a cost proposal to provide a biological monitor for the advance tree removal work (Attachment 1). ESA's scope of work is based on 4 hours per day for an assumed duration of 6 weeks. The estimated cost of \$30,000 includes contractor coordination/training, pre-construction surveys, construction monitoring and project management/reporting.

A tabulation of historical change orders as well as new Change Order No. 6 is provided in Table 1.

Table 1

| | Date | Description | Amount | Total |
|--------------------------|-------------------|--|----------|------------------|
| Original Contract | July 20, 2010 | To prepare an addendum to ESA's original NBWRA EIR for the Novato North Service Area State Revolving Fund loan application. | \$20,000 | \$20,000 |
| Change Order No. | | | | |
| 1 | December 7, 2010 | To perform additional CEQA and permit related tasks for both the North and South Service Area Recycled Water | \$35,000 | \$55,000 |
| 2 | July 23, 2011 | To perform optional So. Service Area permitting tasks not originally authorized by CO #1 | \$35,000 | \$90,000 |
| 3 | December 20, 2011 | Additional environmental analysis for the revised Reservoir Hill Tank water inlet pipeline alignment and tank overflow line. | \$20,000 | \$110,000 |
| 4 | August 7, 2012 | Recycled Water South Construction Monitoring Costs, Phases 1a, 1b and 2. | \$38,900 | \$148,900 |
| 5 | January 15, 2013 | To perform post construction mitigation monitoring for Ph 1a and misc. support for PH 1b and on-site retrofit work. | \$36,600 | \$185,500 |
| 6 | (NEW) | Biological monitoring for AEEP/MSN B3 advance tree removal. | \$30,000 | \$215,500 |
| TOTAL | | | | \$215,500 |

RECOMMENDATION

The Board authorize the General Manager to execute Change Order No. 6 to ESA to perform biological monitoring services for the AEEP/MSN B3 Tree Removal project in the amount of \$30,000.



1425 N. McDowell Boulevard
Suite 200
Petaluma, CA 94954
707.795.0900 phone
707.795.0902 fax

www.esassoc.com

December 30, 2013

Drew McIntyre
North Marin Water District
99 Rush Creek Place
Novato, CA 94945

**Subject: Proposal to Provide Environmental Monitoring Services:
North Marin Water District Aqueduct Energy Efficiency Project – Tree Removal**

Dear Drew

Environmental Science Associates (ESA) is pleased to present this scope of work for Compliance Monitoring Services for the North Marin Water District's Aqueduct Energy Efficiency Project. Our scope of work has been developed based upon discussions with staff and review of project documents..

Based upon our understanding of the proposed tree removal and monitoring requirement established in current and pending regulatory permits, our biological resource monitoring effort includes contractor training, pre-construction surveys and daily monitoring for California red-legged frog along portions. Our scope of work assumes a work period of 6 weeks, with an allocation of 4 hours of monitoring per day. The actual level of monitoring required during construction will depend upon several variables, including: contractor performance, presence of sensitive species, and construction schedule. As such, our scope of work represents an order of magnitude cost estimate. ESA is available to work with the NWWD to refine our level of effort throughout project implementation to maximize available resources. All work will be completed on a time and materials basis in accordance with our current agreement with NMWD.

ESA appreciates the opportunity to continue to provide environmental services in support of North Marin Water District, and looks forward to the successful implementation of this project. If you have any questions, please contact either myself at 707-795-0904, or Katie Baker at (707) 795-0950.

Sincerely,

A handwritten signature in black ink that reads "James E. O'Toole". The signature is written in a cursive, flowing style.

James E. O'Toole
Vice President



Scope of Work and Staffing Plan

ESA's Project Director, **Jim O'Toole**, will provide project oversight and assist the project team in maintaining consistency with CEQA, NEPA and permitting requirements. Our Construction Manager, **Even Holmboe**, will provide scope of work and billing oversight, review of the monitoring documentation and Project deliverables, and provide technical oversight of the monitoring staff, as necessary. ESA will be mobilized in the field for pre-construction surveys and construction monitoring. ESA's construction monitoring staff meets the "qualified biologist" requirements identified in regulatory permits for the project.

As shown in the attached cost estimate, ESA is prepared to perform the proposed services for a total of **\$29,893** on a time and materials basis, with invoices submitted monthly. Actual monitoring effort and staff requirements may be increased or decreased, and will depend upon several factors, including contractor performance and schedule. Therefore, our scope of work provides an order of magnitude cost estimate based upon project understanding. In the event that additional monitoring resources are necessary, ESA will provide a scope modification for consideration by NMWD in advance of the additional work. Additional services not included in this proposal would be performed as requested on a time-and-materials basis.

Task 1.1: Contractor Coordination and Training

This scope assumes attendance at the Pre-Construction Contractor meeting and presentation at pre-construction contractor environmental awareness training sessions. Our scope of work assumes pre-construction meeting preparation, attendance and initial contractor training. During the Pre-Construction Contractor meeting, ESA will discuss the field limitations relative to sensitive species and answer any questions from the construction management/contractor team. The environmental awareness training will highlight information relative to conditions included in the suite of regulatory permits from USFWS Biological Opinion, Corps Section 404 Nationwide Permit, RWQCB Section 401 Water Quality Certification, and CDFG Streambed Alteration Agreement. To facilitate environmental training related to sensitive species identification and avoidance, ESA will prepare training materials, including: copies of permits, hardhat stickers, and training tri-fold. Initial training will be scheduled with NMWD, ESA, and the contractor prior to construction activities. Additional training (up to two hours in the field) will be provided onsite as part of monitoring efforts.

Task 1.2: Pre-Construction Surveys - California red-legged frog and nesting birds

ESA will conduct pre-construction California red-legged frog surveys within potential habitat locations along the construction corridor. Our scope of work assumes time for site review/coordination and field work and survey write up. Surveys are to be completed within 14 days prior to the start of construction related activities (including site mobilization), and then again 48 hours prior to construction activities. In the event active bird nesting or CRLF are observed within the project area, ESA will coordinate with NMWD and its contractors to develop the appropriate strategy, and consult with wildlife agencies (USFWS, CDFG) as necessary.



NMWD
December 30, 2013
Page 3

Task 1.3: Construction Monitoring - Wetlands and California red-legged frog

As appropriate to comply with NMWD and Caltrans permits, ESA will assist with identification of wetland or sensitive areas in the field prior to construction and coordinate with the contractor to avoid sensitive areas and/or delineated wetlands areas in accordance with permit requirements. Our scope of work assumes one 8 hour day for contractor coordination and review and identification of field conditions.

Although the pre-construction surveys will likely have negative results, monitoring is required to fully comply with the Biological Opinion, and as such, our scope assumes 30 days of monitoring. This scope assumes a 4-hour work day for a single biological monitor. This assumption may be adjusted if the rate of construction is increased or decreased. Our scope of work also provides for senior oversight of construction monitoring.

Task 1.4: Project Management and Reporting (Project Completion Report)

This task includes attendance at two District and contractor meetings, as appropriate, day-to-day coordination, and preparation of project completion report summarizing daily logs and identifying project compliance status at end of monitoring. Our scope of work assumes one round of comments by NMWD.

Deliverables: Worker Environmental Training tri-fold handout; Technical Memo regarding pre-construction survey results and clearance; monitoring logs; final project completion report.

Schedule: Pre-construction surveys will begin 2 weeks prior to start of construction.

TABLE 1: PRICING PROPOSAL
ESA Labor Detail and Expense Summary

| Task Number / Description | III | II | I | III | II | I | III | II | I | III | II | I | III | II | I | Subtotal | III | II | I | Subtotal | Total Hours | Total Labor Price | |
|--|-------|-------|----------|-------|-------|-------|-------|-------|----------|---------|----------|---------|-----------|-------|-------|-----------|--------------|--------------|--------------|----------|-------------|-------------------|-----------|
| | SrDir | SrDir | SrDir | Dir | Dir | Dir | MATA | MATA | MATA | SrAssoc | SrAssoc | SrAssoc | Assoc | Assoc | Assoc | | Project Tech | Project Tech | Project Tech | | | | |
| Hourly Billing Rate | \$255 | \$240 | \$225 | \$215 | \$205 | \$190 | \$185 | \$170 | \$155 | \$150 | \$140 | \$130 | \$120 | \$110 | \$95 | | \$ 110 | \$90 | \$75 | | | | |
| 1.1 Contractor Training | | | | | | | | | 2 | | | | 8 | | | \$ 1,270 | | | | | \$ - | 10 | \$ 1,270 |
| 1.2 Pre-Construction Surveys | | | | | | | | | 2 | | | | 20 | | | \$ 5,510 | | | | | \$ - | 42 | \$ 5,510 |
| 1.3 Compliance Monitoring | | | 2 | | | | | | 4 | | | | 16 | | | \$ 17,710 | | | | | \$ - | 142 | \$ 17,710 |
| 1.4 Reporting | | | 4 | | | | | | 8 | | | | 20 | | | \$ 4,540 | | | | | \$ - | 32 | \$ 4,540 |
| | | | | | | | | | | | | | | | | \$ - | | | | | \$ - | | \$ - |
| Total Hours | - | - | 6 | - | - | - | - | - | 16 | - | 36 | - | 168 | - | - | | - | - | - | - | | 226 | |
| Subtotal - Labor Costs | \$ - | \$ - | \$ 1,350 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 2,480 | \$ - | \$ 5,040 | \$ - | \$ 20,160 | \$ - | \$ - | \$ 29,030 | \$ - | \$ - | \$ - | \$ - | | | \$ 29,030 |
| Percent of Effort - Labor Hours Only | 0.0% | 0.0% | 2.7% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 7.1% | 0.0% | 15.9% | 0.0% | 74.3% | 0.0% | 0.0% | | 0.0% | 0.0% | 0.0% | | | 100.0% | |
| Percent of Effort - Total Project Cost | 0.0% | 0.0% | 4.5% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 8.3% | 0.0% | 16.9% | 0.0% | 67.4% | 0.0% | 0.0% | | 0.0% | 0.0% | 0.0% | | | | 97.1% |

ESA Labor Costs

\$ 29,030

ESA Non-Labor Expenses

Reimbursable Expenses (see Attachment A for detail)
 ESA Equipment usage (see Attachment A for detail)

\$ 863

\$ -

\$ 863

Subtotal ESA Non-Labor Expenses

\$ -

Subconsultant Costs (see Attachment B for detail)

\$ 29,893

TOTAL PROJECT PRICE

9

MEMORANDUM

To: Board of Directors

January 3, 2014

From: Drew McIntyre, Chief Engineer



Subject: Recycled Water Expansion Project – Approve Contract Amendment No. 2 - The Covello Group

R:\Folders by Job No\6000 jobs\6056\Construction Management\Covello\6056 Covello Contract Change Order BOD Memo 1-14.doc

RECOMMENDATION: Approve Amendment No. 2 to The Covello Group's Contract for Construction Management of the Recycled Water Expansion Project

FINANCIAL IMPACT: \$9,500

At the December 4, 2011 meeting, the Board approved Amendment No. 1 between The Covello Group (Covello) and the District primarily to add additional construction management services for the South Service Area Phase 2 construction project. With approval of Amendment No. 1, Covello's budget is \$889,919. On June 13, 2013, staff informed the Board that Covello was also tasked to review NMWD's front-end specifications in advance of the District's Aqueduct Energy Efficiency Project. It was hoped that this additional level of effort (approximately \$17,300) could be covered by excess funds in Amendment No. 1. However, Covello's level of effort related to the Phase 1b close-out has increased necessitating a second Amendment to cover remaining front-end specifications review costs (see Attachment A). Note: Covello is also working under direct contract to District legal counsel regarding work related to Disney claim resolution (billings to-date total approximately \$13,000).

Recommendation

Approve Amendment No. 2 to The Covello Group's Contract for Construction Management of the Recycled Water Expansion Project in the amount of \$9,500.

December 24, 2013

DEC 27 2013

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

DEC 27 2013
North Marin Water District

Project: NMWD Job No. 5 6055.00
Subject: Budget Amendment Request

Dear Mr. McIntyre:

This correspondence provides a summary of Covello Group's (Covello) budget and invoices for the referenced NMWD Project. The Project includes Covello's Construction Management Services on multiple segments of the District's Recycled Water Pipeline (for both the North and South Service Areas). The updating of the District's Front End Specifications was also performed under this Project.

Covello has performed these services since May 2011 and at this time forecasts the need for a budget amendment totaling \$9,500. The enclosed spreadsheet summarizes the budget and invoices to date; the forecast to complete column is our current estimate of the resources necessary to complete all services for the Construction Management activities and the Front End Specifications. It is our goal to complete all of these services in by the end of January 2014.

Sincerely,

The COVELLO GROUP, Inc.



Gary Skrel, P.E.

Enclosure

ATTACHMENT A

North Marin Water District
NMWD Job No. 5 6055.00
Covello Project No. 2011.010
24-Dec-13

Budget Summary Status and Contract Amendment Request

| Description | Approved Budget | Invoices | | | Budget Balance | Forecast to Complete | Final Budget Forecast |
|--------------------------|---------------------|--------------------------|---|---------------------|--------------------|----------------------|-----------------------|
| | | 01-May-11 thru 31-Oct-13 | 01-Dec-13 Invoice (services thru 30-Nov-13) | Total | | | |
| | | | | | | | |
| North Service Area CM | \$604,533.00 | \$616,590.82 | \$0.00 | \$616,590.82 | -\$12,057.82 | \$0.00 | \$616,590.82 |
| South Service Area CM | \$285,386.00 | \$252,310.59 | \$8,693.81 | \$261,004.40 | \$24,381.60 | \$4,280.00 | \$265,284.40 |
| Front End Specifications | \$0.00 | \$15,207.50 | \$690.00 | \$15,897.50 | -\$15,897.50 | \$1,400.00 | \$17,297.50 |
| | | | | | | | |
| Total | \$889,919.00 | \$884,108.91 | \$9,383.81 | \$893,492.72 | -\$3,573.72 | \$5,680.00 | \$899,172.72 |


Minimum Budget Amendment \$9,253.72

Recommend Amendment Amount \$9,500.00

10

MEMORANDUM

To: Board of Directors Date: January 3, 2014

From: Drew McIntyre, Chief Engineer 
David Jackson, Associate Engineer

Re: Recycled Water Expansion South Service Area Phase 1b Project –
Approve Contingency Increase to \$210,100
R:\Folders by Job No\6000 jobs\6056\Board Memos\6056 Phs 1b Approve Contingency BOD Memo 1-14.docx

RECOMMENDED ACTION: Approve contingency increase to \$210,100
FINANCIAL IMPACT: Increase of \$10,100 above 8% Board approved contingency

The purpose of this memo is to retroactively request Board approval of Change Order No. 31 to Disney Construction (Attachment A). Staff inadvertently approved this Change Order prior to obtaining Board approval since the sum of the approved cumulative change orders exceed the Board approved contingency limit. Execution of the aforementioned Change Order exceeded the Board approved 8% contingency of \$200,000 by \$10,011.40. The resulting project change order percentage is now 8.3%. District staff and the construction manager (The Covello Group) have reviewed and negotiated the above change order. A description of the changes requiring additional funds is provided as follows:

Change Order No. 31 - Additional Striping (\$11,243.00)

This change order is for additional striping (painting of road markings) in areas that were damaged or excavated during construction. The additional striping covered by this change order was for areas not in the original contract that were damaged due to changes in the alignment of the pipeline.

This change order was included in and does not change the estimated Recycled Water South project total project cost that was provided to the Board at the August 20th Board meeting. A complete list of change orders for the project are summarized on Attachment B.

Dispute Resolution Status

In May 2013, Disney forwarded a letter to the Covello Group (NMWD's Construction Manager) requesting \$562,618 for additional compensation on the Phase 1b project. At that time, NMWD staff and legal counsel reviewed the request and concluded that suitable documented substantiation had not been provided to support the claim. During the last half of 2013, District legal counsel and Disney legal counsel have had periodic discussions regarding settlement of the dispute through a formal mediation process (in accordance with contract documents). To date, there is no formal mediation scheduled. However, there have been some recent signs for potential informal mediation without the use of a hired third party mediator. More information will be provided at a later date as appropriate.

RECOMMENDATION

Approve contingency increase to \$210,100.

CONTRACT CHANGE ORDER No. 031
North Marin Water District
Recycled Water Expansion
South Service Area Phase 1b Project No. 5 6056.10

Item: Additional Striping

DESCRIPTION OF CHANGE:

This change compensates the Contractor for all additional striping completed on the project outside of the original scope of work, as detailed in the attached marked-up Weatherly Striping Proposal dated 2/21/13.

REFERENCES: Weatherly Striping Proposal dated 2/21/13, as marked-up by CM

COST OF CHANGE: \$ 11,243.00

CONTRACT TIME ADJUSTMENT: 0 Calendar days

This change order constitutes full and complete compensation for all labor, equipment, materials, overhead, profit, any and all indirect costs and time adjustment required to perform the above described change. By execution of this change order the Contractor accepts the Contract price change and the Contract Completion Date change, if any, and expressly waives any claims for additional compensation, damages or time extensions, in connection with the above referenced changes.

ACCEPTED:

Disney Construction Inc.
Project Manager:

By: [Signature]

Date: 3/26/2013

RECOMMENDED FOR ACCEPTANCE:

The Covello Group
Construction Manager:

By: [Signature]

Date: 3-28-13 [Signature]
4/1/13

North Marin Water District
Chief Engineer:

By: [Signature]

Date: 4-1-13

| No | 5.6056.12: Phase 1b Change Orders | December 27, 2013 | |
|--------------|---|----------------------|----------|
| | Description | Amount | Executed |
| 1 | Davis Bacon Wage Rates | \$ - | Yes |
| 2 | Delete C1 & C2 Lines | \$ (57,868.00) | Yes |
| 3 | Add R Line | \$ 60,224.00 | Yes |
| 4 | Add Sill Plate Anchors | \$ 5,003.96 | Yes |
| 5 | Existing Thrust Block 5/10 - 14 | \$ 7,932.29 | Yes |
| 6 | Irrig not Marked | \$ 15,643.74 | Yes |
| 7 | Unmarked Lines at C | \$ 3,160.85 | Yes |
| 8 | Irrig & Street Light not Marked | \$ 11,707.32 | Yes |
| 9 | Traffic Light Loop Replacement | \$ 5,024.86 | Yes |
| 10 | Jt Trench Interference at Hamilton | \$ 4,045.62 | Yes |
| 11 | Add 2" Saddle B2 Line | \$ 6,806.88 | Yes |
| 12 | Alignment Change B1 | \$ 11,025.66 | Yes |
| 13 | No Change Order | \$ - | |
| 14 | Add Grind & Overlay | \$ 81,415.95 | Yes |
| 15 | Reservoir Perimeter Gutter | \$ 13,655.72 | Yes |
| 16 | Tank Screens and Plates | \$ 2,349.66 | Yes |
| 17 | Reservoir Hill grass cutting and Owl delay | \$ 1,061.74 | Yes |
| 18 | Line E Bay Mud Stabilization | \$ 2,512.41 | Yes |
| 19 | Abdn Metal Conduit | \$ 2,522.23 | Yes |
| 20 | Repair Telemetry Conduit on Bolling | \$ 2,112.41 | Yes |
| 21 | Jeffco Saturday Work | \$ 671.90 | Yes |
| 22 | Miscellaneous sidewalk and gutter repair | \$ 10,689.10 | Yes |
| 23 | Rock Excavation Balance | \$ (8,690.50) | Yes |
| 24 | Additional Hydro Testing; retest lines R1, B2, C & | \$ 674.77 | Yes |
| 25 | No Change Order | \$ - | |
| 26 | Sta 0+00 Palm Water Marked in Wrong Location | \$ 1,435.26 | Yes |
| 27 | No Change Order | \$ - | |
| 28 | No Change Order | \$ - | |
| 29 | No Change Order | \$ - | |
| 30 | Maintain PG&E Power Line Plates | \$ 2,556.89 | Yes |
| 31 | Additional Striping (was 25) | \$ 11,243.00 | Yes |
| 32 | No Change Order | \$ - | |
| 33 | Unilateral: F-line Utility Conflict, Gas Line Break, Unmarked Phone, Add Compaction on Res Hill, Add City Permit Costs, Tank Pipe supports, Blowoff at Bolling Circle, Gooseneck Details, Invoice Damages Service on Bolling Circle | \$ 13,093.68 | Yes |
| Total | | \$ 210,011.40 | |

ATTACHMENT B

11

MEMORANDUM

To: Board of Directors January 3, 2014
 From: Drew McIntyre, Chief Engineer 
 Re: Approve Agreement with Nute Engineering for Preparation of the Marin County Club Golf Course Recycled Water Feasibility Study Update - 2014
R:\NON JOB No ISSUES\Consultants\NUTE\FY13-14\Nute Contract for MCC RW Feas Study BOD Memo 1-14.doc

RECOMMENDATION: That the Board authorize the General Manager to execute an agreement with Nute Engineering for preparation of Marin County Club Golf Course Recycled Water Feasibility Study Update.

FINANCIAL IMPACT: None – applicant funded

At the February 18, 2003 meeting, the Board authorized a change order to Nute Engineering's 1991 Water Recycled Study in the amount of \$9,500 for preparation of a Marin County Club (MCC) Golf Course Recycled Water Feasibility Study. The MCC Recycled Water Feasibility Study was subsequently approved by the Board at the September 7, 2004 meeting. At that time staff also received Board authorization to proceed with preparation of the Water Service Agreement with MCC for supplemental golf course irrigation. Said Water Service Agreement was subsequently approved by the Board at the April 5, 2005 meeting. Almost ten years has elapsed since the original feasibility study report and MCC is now requesting an update to incorporate recent recycled water expansion in the Novato north and south service areas (as well as the planned central service area expansion) and develop new updated costs associated with potential expansion of recycled water to MCC Golf Course.

Background

Marin County Club is located at 500 Country Club Drive, south of Ignacio Blvd. in the southern Novato Zone 2 hydraulic zone (see maps in Attachment A). The 72 acre golf course and club house facilities were originally constructed in 1958 and a Water Service Agreement to provide a 1.5" domestic meter for the club house and pool was approved by the Board the same year. In 1999, an additional 1.5" domestic water service and 4" fire service was approved by the Board for the MCC clubhouse/pool and renovation project. On April 5, 2005, the Board approved a Water Service Agreement that entitled MCC to 58 equivalent dwelling units (EDUs) of water from an existing 1" service located on Verde Drive. This service was originally installed on August 10, 1977 to provide 3 EDUs to supplement MCC's locally supplied on-site irrigation water.

MCC has six man-made lakes throughout the golf course along the Arroyo San Jose water course. The combined seasonal storage within the six lakes is relatively small (24 acre feet or approximately eight million gallons). This volume represents approximately 12% of a normal year irrigation water requirement. In addition to these six on-site lakes, MCC also has

an on-site well which consistently produces about 65 gallons per minute (gpm) throughout the summer. Existing local supply is adequate to supply approximately 90% of the golf course irrigation demand during normal rainfall years and significantly less during major drought years.

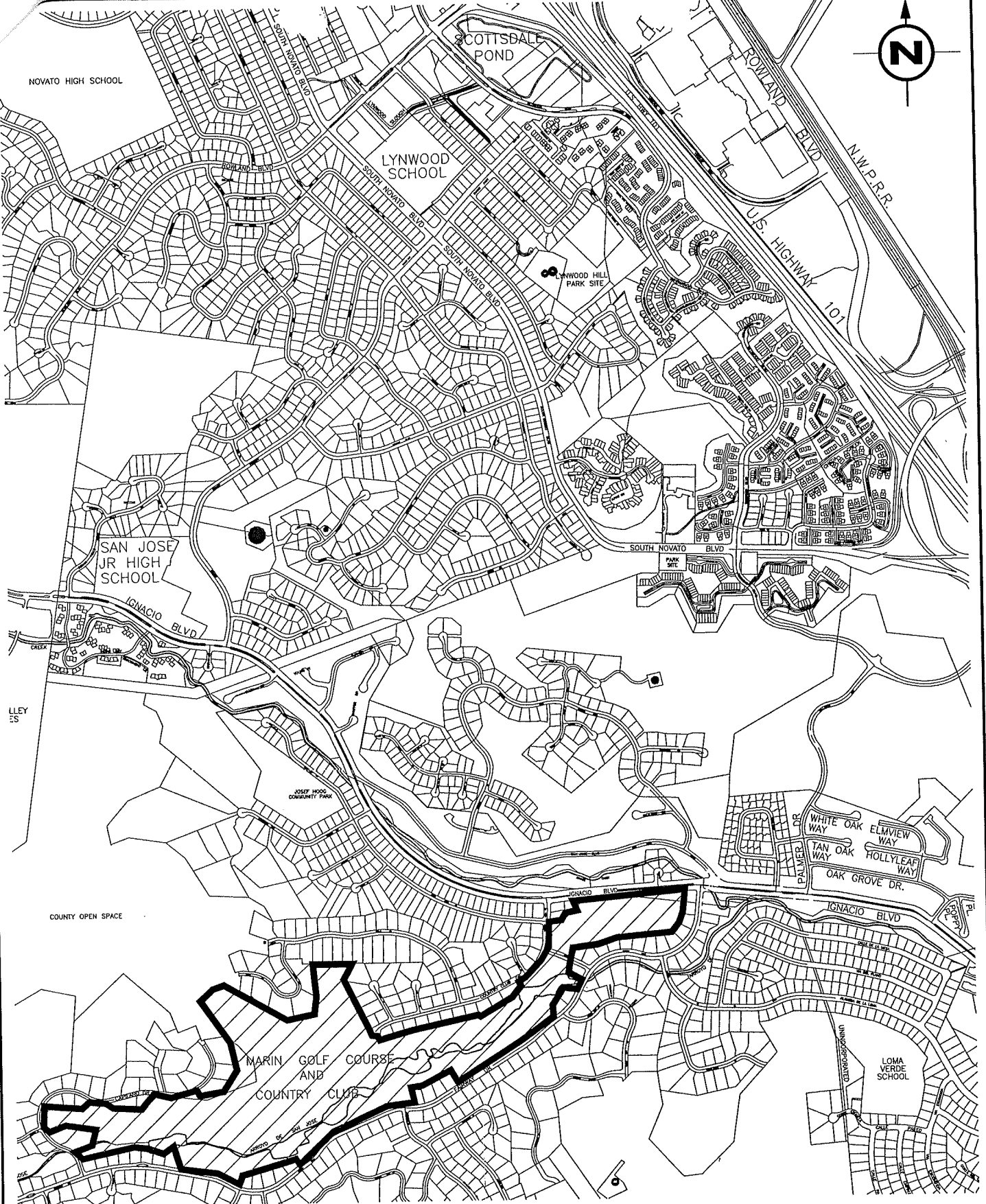
Nute Contract

Since Nute prepared the original feasibility study for MCC and was the engineer who developed NMWD's Recycled Water Master Plan, staff believes that the attached proposal by Nute Engineering (Attachment B) represents the most efficient and cost effective manner in which to prepare the MCC Recycled Water Feasibility Study Update. Nute Engineering's fee to prepare this study is \$10,000. Work will not begin until MCC provides the requested \$10,000 engineering advance.

RECOMMENDATION

That the Board authorize the General Manager to execute an agreement with Nute Engineering in the amount of \$10,000 for preparation of Marin County Club Golf Course Recycled Water Feasibility Study Update.

F W: \drawings\JENIPHER\MARIN_MAP.dwg, 12/11/2002 02:48:24 PM



| MARIN COUNTRY CLUB GOLF COURSE IRRIGATION | | | |
|--|--------|---------|---------|
| DATE | SCALE | JOB.NO. | DWG.NO. |
| 12/11/02 | N.T.S. | 0000 | MAP |

ATTACHMENT A



NORTH MARIN WATER DISTRICT

NOVATO RECYCLED WATER PROGRAM

Valley Memorial Park (Cemetery)

PLUM STREET TANK

NOVATO

Olive School
Hamann Field

**NSD
RWTF**



**NMWD
DEER ISLAND
RWTF**

**StoneTree
Golf Course**

NORTH-CENTRAL SERVICE AREA

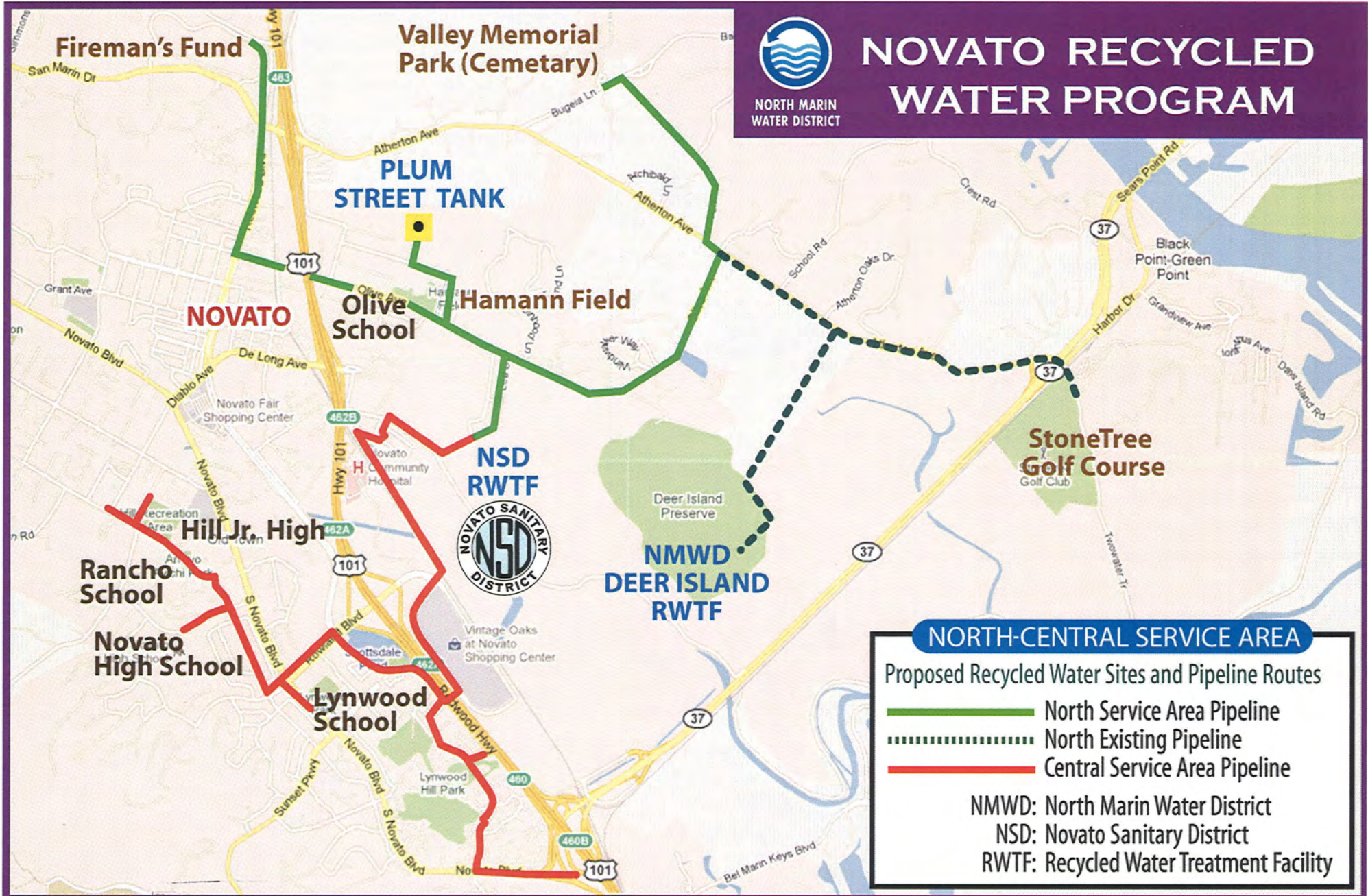
Proposed Recycled Water Sites and Pipeline Routes

- North Service Area Pipeline
- North Existing Pipeline
- Central Service Area Pipeline

NMWD: North Marin Water District

NSD: Novato Sanitary District

RWTF: Recycled Water Treatment Facility



September 19, 2013

Mr. Drew McIntyre, Chief Engineer
North Marin Water District
999 Rush Creek Place
Novato, CA 94948

Re: Proposal to Update the Feasibility Study to Provide Recycled Water to the Marin Country Club Golf Course

Dear Drew:

As you requested we are pleased to provide the following proposal for preparation of an update to the study of the Feasibility of Providing Recycled Water to the Marin Country Club (MCC) Golf Course, which was prepared by our firm in 2004.

BACKGROUND

The MCC maintains an eighteen hole golf course in the Ignacio area of Novato. For the most part of the year irrigation water is supplied from MCC's own sources. Which include a well and a significant amount of runoff and spring water which is captured in their six storage ponds. These ponds are maintained for aesthetics as well as for water capture and storage prior to irrigation.

In years with low rainfall the MCC water supply becomes short at the end of the summer and early fall until the weather cools and rains resume. During some dry periods MCC has obtained a hydrant meter from NMWD to augment water in their ponds. MCC also takes measures to minimize their water usage to get through these dry periods.

Recently NMWD has developed two recycled water distribution systems, one serving the north Novato area and the other serving Hamilton in the south Novato area. Extension of the distribution system serving the central service area is now being planned. However, even with the planned central service area pipeline extension NMWD's Recycled Water distribution system will still be a long distance from the MCC golf course. If recycled water could be brought to the MCC golf course the water could be used for direct irrigation or to augment the water in the ponds.

Recycled water service to MCC and the Indian Valley College has been projected in the NMWD Recycled Water master planning. A pipeline extension to MCC would need to be routed in the most cost effective manner including maximizing the recycled water customer base.

In order to determine the feasibility of providing recycled water to the MCC golf course it will be necessary to estimate the cost of extending a recycled water line.

STUDY OBJECTIVE

The objective of the feasibility study update as proposed herein will be to update the feasibility study for supplying recycled water to the Marin Country Club including determination of the potential recycled water demand, projection of the most feasible route and estimated cost for extending a recycled water pipeline to serve MCC.

SCOPE OF WORK

The following is the scope of work for updating the feasibility study for providing recycled water to the MCC golf course:

1. Estimate the recycled water demand of the MCC golf course.
2. Evaluate possible pipeline routings to serve the MCC and other customers from the ends of the existing north and south recycled water distribution systems.
3. Investigate possible methods to supplement the irrigation water at the golf course including adding recycled water directly to one of the ponds or connecting directly to the irrigation system.
4. Update the potential recycled water demand of other customers in the Ignacio area.
5. Estimate the capital cost of extending a recycled water pipeline to serve the MCC.
6. Summarize the study findings in a written report to NMWD.
7. Attend one meeting to discuss the report.

ASSUMPTIONS

In developing this study the following assumptions will be made:

1. NMWD will be developing a project to extend the recycled water pipeline to the South Novato Blvd area on the west side of Highway 101.
2. NMWD will provide an update of the non-potable water demands in the area which could be potentially served by a recycled water pipeline extension to MCC.

DELIVERABLES

Ten printed copies of the written report will be provided together with an electronic file of the report and all exhibits.

ENGINEERING FEE

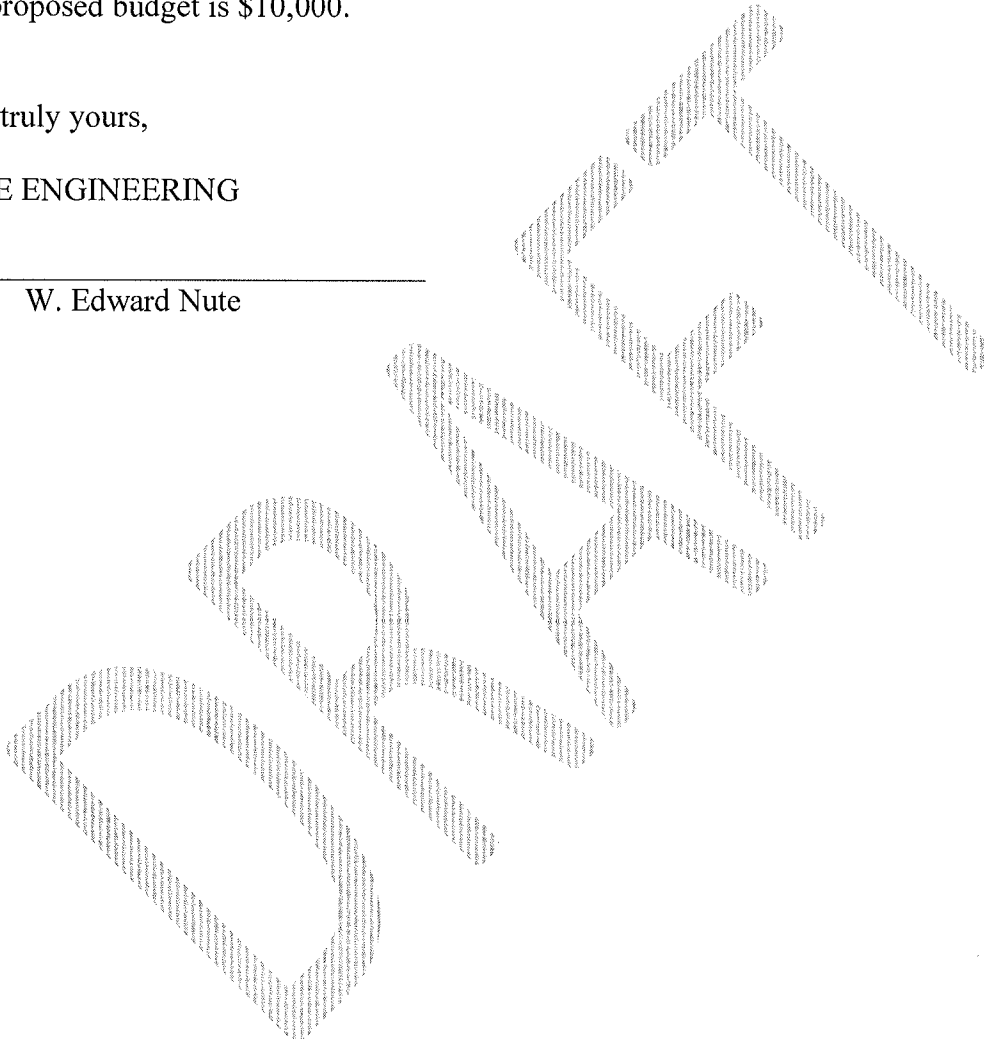
The Nute Engineering billing rates are set forth in Attachment A and an estimate of the anticipated engineering hours necessary for the study described above is given in Attachment B. The proposed budget is \$10,000.

Very truly yours,

NUTE ENGINEERING

By _____
W. Edward Nute

8.



12

MEMORANDUM

To: Board of Directors
From: Robert Clark, Operations / Maintenance Superintendent
Subj: Approval of Revised Regulation 6
x:\maint sup\2014\bod\reg 6 bod final memo.doc



January 3, 2014

RECOMMENDED ACTION: Approve
FINANCIAL IMPACT: None

At the November 19th Board meeting Staff provided the Board of Directors with the proposed update to Regulation 6 – Cross-Connection and Backflow Protection for Potable Water Service. Staff also requested our Attorney review the proposed revisions and provide comments. Having received suggestions for minor clarification points from our Attorney staff has incorporated those comments into the final draft included in attachment 1.

The revised Regulation 6 includes a reference to Title 17 of the California Department of Public Health Code of Regulations, a paragraph to describe noncompliance and device tampering penalties, a discussion of customer responsibilities and updated installation costs.

RECOMMENDATION

Approve revised Regulation as shown.

NORTH MARIN WATER DISTRICT
REGULATION 6
CROSS-CONNECTION AND BACKFLOW PROTECTION
FOR POTABLE WATER SERVICE

a. General

North Marin Water District furnishes potable water service under permits issued by the State of California Department of Public Health. In order to comply with the terms of these permits and all State regulations intended to protect the potable public water supply from contamination, an appropriate backflow preventer shall be installed at every service connection where one is required by regulations of the Department of Public Health set forth in Title 17 California Code of Regulations as sections 7583 through 7605. Some examples of State-mandated sites needing devices are: locations with an auxiliary water supply (such as a private well), locations handling pressurized fluids, locations served by recycled water, and locations with plumbing connections to non-potable piping. Specific requirements are found in the District's Cross-Connection Control and Backflow Protection Manual.

This regulation supplements and does not supersede local plumbing regulations, codes or ordinances, or State regulations related to water supply.

b. Type of Backflow Preventer Required

The District shall determine the general type of preventer to be installed, giving consideration to the likelihood of backflow occurring, the type of contamination that may occur and applicable State regulations. The general type of backflow preventers the District may require in decreasing order of protection are: Air Gap (AG), Reduced Pressure Principle device (RPP) and double check valve (DCV). The District shall approve of the specific model of device prior to installation.

c. Installation

The manner and location of installation shall be in accordance with District standards and specifications, and shall be subject to District approval. Backflow prevention devices may be installed by the District or others at the discretion of the customer. The District shall inspect all installations. Installation and inspection of all backflow devices shall be at the customer's expense.

d. Inspection and Testing of Backflow Preventers

A certified inspection and performance test of all backflow preventers shall be performed annually or more often in those instances where successive inspections indicate repeated failure or on such other schedule approved by the Department of Public Health. Installed devices may be tested by the District or others at the sole discretion of the District. Inspection and testing will be at the customer's expense. Inspections will be conducted only by individuals certified by AWWA (American Water Works Association) as backflow prevention testers.

A report of a certified inspection will be submitted to the District within 30 days of notice that an inspection is due.

e. Repairs or Replacement of Backflow Prevention Devices

Backflow devices that fail a performance test will be repaired or replaced by the customer except in the case of 3/4", 1" and 1½" double check valve assemblies installed by the District. These assemblies (3/4", 1" and 1½ ") installed by the District will be repaired or replaced by the District. Repairs shall be made within 45 days of notice of device failure.

If a customer fails to make the necessary repairs within the 45-day notice period as required, District staff shall be entitled to make said repairs and include the actual cost of the District's repair work on the customer's next water bill.

f. Charges for Installation Performed by District

The customer shall pay a charge for installation of backflow prevention devices in accordance with the following table:

If installed at time of initial meter set:

| <u>Size</u> | <u>Device</u> | <u>Charge</u> |
|-------------|---------------|-----------------|
| 3/4" | DCV | <u>\$321.00</u> |
| 1" | DCV | <u>\$352.00</u> |
| 1 1/2" | DCV | <u>\$402.00</u> |
| 3/4" | RPP | <u>\$451.00</u> |
| 1" | RPP | <u>\$549.00</u> |
| 1 1/2" | RPP | <u>\$667.00</u> |

If installed on an existing meter, additional installation costs will be added.

Charges for larger assemblies shall be based on the actual cost of each installation.

Each customer having a backflow prevention device serviced by the District shall pay a bimonthly fee for servicing the device as shown in Regulation 54.

g. Noncompliance

If a customer fails to comply with this regulation by failure to install, test or correct deficiencies or by removal, tampering with or modifying a preventer, the District shall have the right to refuse or discontinue water service and, if it deems necessary, physically disconnect the customer's piping from the District's distribution system.

Any customer who willfully fails to install a backflow prevention device as required herein, or who willfully bypasses or alters such a device is guilty of a misdemeanor, and will be subject to prosecution and, upon conviction thereof, shall be punishable by a fine not exceeding \$500.00 or by the imprisonment in the County jail for a period not exceeding six months or by both fine and imprisonment (California Health and Safety Code section 116820).

h. Access for Inspection

North Marin Water District personnel and representatives of any governmental health agency shall have the right of ingress to and egress from the customer's premises at all reasonable hours without prior notification for the purpose of investigating compliance with this regulation and State Department of Public Health requirements.

i. Liability

The District shall not be liable for any injury to persons or damage to property which may result directly or indirectly from the installation, malfunction, testing or repair of any backflow preventer.

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MEMORANDUM

To: Board of Directors
From: Chris DeGabriele, General Manager *CD*
Subject: Preparing for Dry Year Conditions
t:\gmlbod misc 2014\preparing for dry year conditions.doc

January 3, 2014

RECOMMENDED ACTION: Information Only

FINANCIAL IMPACT: None at this time

Rainfall in Novato this fiscal year through December 31, 2013 is at 2.02 inches. On Lagunitas Creek rainfall at the Kent Lake rain gauge is 2.93 inches. On the Russian River Sonoma County Water Agency (SCWA) has requested the State Water Resources Control board authorize reduced stream flows on the Upper Russian River equivalent to critical dry year conditions. Absent rainfall similar to the 1991 "Miracle March" it's likely that critical dry year conditions will prevail on the Russian River and on Lagunitas Creek for the summer season. A table of dry year rainfall totals is attached for your information (Attachment 1) and chart comparing rainfall in 1976/77 with 2012/13 (Attachment 2).

Lagunitas Creek

Rainfall in the Lagunitas Creek watershed measured by Marin Municipal Water District totals 2.93 inches this fiscal year and just under 43 inches since October 1, 2012. This later total, for the 15 month period, is 5 inches below that necessary for normal year classification. Thus a dry year is designated on Lagunitas Creek unless another 25 inches of rainfall is received between now and April 1st. This means that summer flows beginning July 1st will be set at 6 cubic feet per second (cfs). Since the State Water Resources Control Board (SWRCB) Order 95-17 was issued in 1995, dry year conditions on Lagunitas Creek have never been experienced. This is the first year that NMWD may have to operate with flows in Lagunitas Creek at less than 8 cfs during the summer. NMWD's water shortage contingency plan for the West Marin service area is included as Attachment 3. Pursuant to that plan, beginning April 1st of a dry year NMWD must inform customers of a Water Shortage Emergency public hearing and contingency measures in the West Marin WaterLine. NMWD must also post stages of action in the Pt. Reyes Light and at the Pt. Reyes Station Post Office. From April 1st through June 30th of a dry year on Lagunitas Creek we are to request a 15% voluntary reduction in water use from a prior normal year, and from July 1st through November 1st during a dry year on Lagunitas Creek we are to request a 25% mandatory reduction in water use from a prior normal year. A draft West Marin emergency water conservation ordinance intended to achieve these reduction levels

is also included for the Board's information (Attachment 4). Note that at this time a mandatory 25% reduction would be for the service areas as a whole and does not necessarily impose a 25% mandatory reduction for individual residential customers.

Our intertie agreement with Marin Municipal enables NMWD to request up to 250 acre feet (AF) of water to be released from storage to Lagunitas Creek for rediversion by NMWD. For each AF of water released by Marin Municipal for this purpose we are to pay the cost of delivering Kent Lake water to Marin Municipal customers (approximately \$190 per acre/ft). The intertie agreement also requires that if Marin Municipal has requested voluntary or mandatory water use reductions of its customers, that NMWD would require its West Marin customers to reduce water use by a similar percentage. It is not known whether Marin Municipal will request any water use reduction from their customers, but their total storage is predicted to hit the 40,000 AF threshold on April 1st providing authority for a 25% reduction. The mandatory water conservation requirements of NMWD's water shortage contingency plan would likely trump any call for conservation in the Marin Municipal service territory. Over the next weeks, District staff will be monitoring rainfall data and preparing the West Marin *WaterLine* for distribution to keep customers informed.

Stafford Lake and Novato

The Russian River water supply system is currently designated as normal pursuant to SWRCB Decision 1610 yet Lake Mendocino storage has dropped below 27,000 AF (Attachment 5). SCWA has petitioned, and the SWRCB has authorized, lower stream flows equivalent to critical dry year classification. This means that minimum flows in the Russian River from Lake Mendocino to the confluence with Dry Creek can be reduced to 25cfs, thus preserving storage in Lake Mendocino for later release necessary for water supply or fishery requirements. Through December 31st, Lake Sonoma holds just over 167,000 AF, ample water supply to meet the regions needs this summer (Attachment 6).

An element of the SCWA petition to the SWRCB addresses Lake Sonoma, Dry Creek and Lower Russian River and reflects the Water contractor collective commitment to eliminating unnecessary use of potable water for landscape irrigation. A regional public information campaign will be launched through the Sonoma-Marin Water Saving Partnership to instruct the public for the need to cease irrigation during winter months. NMWD proposes to reinforce this message with a special "winter" edition of the *WaterLine* included elsewhere in this agenda.

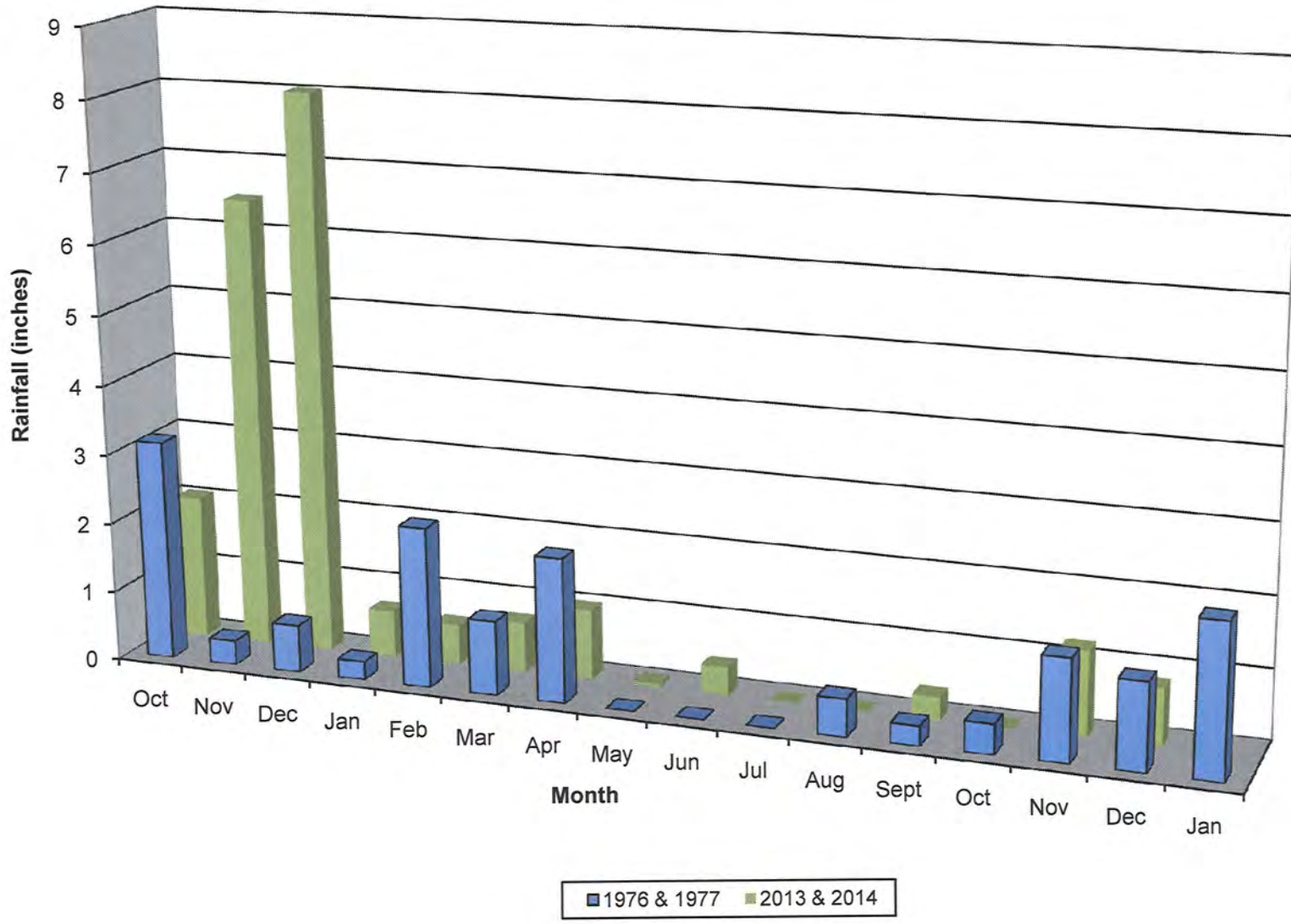
Stafford Lake is also very low with water storage at 30% of capacity through December 31, 2013. The watershed soil is very dry and a "Miracle March" type rainfall could fill Stafford Lake, but it's not likely this will occur. Water should be available for diversion from the Russian River and there is no predicted limit on delivery capacity in the SCWA Transmission System, which may enable Novato customers to avoid water use restrictions. The only hiccup would be a SWRCB order pursuant to SCWA's Petition for Temporary Urgency Change to fulfill Biological Opinion requirements. This should not happen with the critical dry year designation and lowered flows pursuant to Decision 1610, however we won't know conclusively until after April 1st. Nevertheless, NMWD staff has dusted off the Novato area water shortage contingency plan and emergency water conservation ordinance included herein as Attachment 7 & 8. Staff will also investigate alternate staff assignments for treatment plant operators as its likely Stafford Treatment Plant production may be greatly reduced this summer.

Staff will approach Marin County Parks, Indian Valley Golf Course and Marin Municipal to determine their interest in back feeding Russian River Water into Stafford Lake for later use. Staff will continue to keep the Board apprised as the weeks proceed.

Dry Year Rainfall

| Water Year | Oct | Nov | Dec | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sept | Oct-Dec Total | Oct-Jan Total | Oct-Feb Total | Water Year Total |
|------------|------|------|------|-------|-------|------|------|------|------|------|------|------|---------------|---------------|---------------|------------------|
| 1976 | 3.16 | 0.35 | 0.68 | 0.26 | 2.29 | 1.06 | 2.06 | 0.00 | 0.00 | 0.00 | 0.54 | 0.28 | 4.19 | 4.45 | 6.74 | 10.68 |
| 1977 | 0.43 | 1.45 | 1.25 | 2.17 | 1.33 | 2.69 | 0.15 | 1.04 | 0.00 | 0.00 | 0.08 | 0.70 | 3.13 | 5.30 | 6.63 | 11.29 |
| 1991 | 0.28 | 0.46 | 1.63 | 0.51 | 4.22 | 9.39 | 0.87 | 0.13 | 0.31 | 0.00 | 0.28 | 0.00 | 2.37 | 2.88 | 7.10 | 18.08 |
| 2007 | 0.53 | 2.91 | 4.66 | 0.58 | 4.87 | 0.13 | 1.14 | 0.38 | 0.02 | 0.01 | 0.02 | 0.06 | 8.10 | 8.68 | 13.55 | 15.32 |
| 2008 | 2.03 | 0.67 | 3.76 | 14.44 | 2.85 | 0.07 | 0.05 | 0.16 | 0.00 | 0.00 | 0.00 | 0.00 | 6.46 | 20.9 | 23.75 | 24.03 |
| 2009 | 1.27 | 2.20 | 2.34 | 0.83 | 10.24 | 2.73 | 0.41 | 0.02 | 0.00 | 0.00 | 0.00 | 0.33 | 5.81 | 6.64 | 16.88 | 20.37 |
| 2012 | 2.04 | 2.53 | 0.1 | 3.4 | 2.08 | 5.69 | 0.47 | 0.00 | 0.00 | 0.00 | 0.01 | 0.00 | 4.67 | 8.07 | 10.15 | 16.32 |
| 2013 | 2.06 | 6.47 | 8.02 | 0.67 | 0.57 | 0.71 | 1.00 | 0.05 | 0.40 | 0.00 | 0.00 | 0.33 | 16.55 | 17.22 | 17.79 | 20.28 |
| 2014 | 0.00 | 1.21 | 0.81 | | | | | | | | | | 2.02 | | | |

Comparison of Novato Drought Water Year Rainfall



**DRAFT
NORTH MARIN WATER DISTRICT'S
WATER SHORTAGE CONTINGENCY PLAN
FOR WEST MARIN SERVICE AREA**

August 23, 2002

**NORTH MARIN WATER DISTRICT
WATER SHORTAGE CONTINGENCY PLAN
FOR WEST MARIN SERVICE AREA**

August 2002

Customer Notification

- I. January 1 water year classification "dry"
 - A. NMWD notifies customer by bill message.

"There are dry year conditions on Lagunitas Creek which may trigger implementation of water shortage contingency measures. Final determination will be made on April 1. Please use water wisely."
 - B. NMWD issues press release in February and March informing that potential dry year conditions exist and promoting customer participation in NMWD water conservation programs.
- II. April 1 water year classification "normal"
 - A. Spring edition of NMWD West Marin "Water Line" promotes conservation measures.
- III. April 1 water year classification "dry"
 - A. Spring edition of NMWD West Marin "Water Line" informs customers of "Water Shortage Emergency," public hearing and contingency measures. Water conservation programs and giveaways to be on display.
 - B. Stages of Action published as required in Point Reyes Light and posted at Point Reyes Station post office.

Specific Triggers

- Stage 1 Trigger:** When the total precipitation that occurs from October 1 through April 1 of the following year is less than 28" as measured at the MMWD Kent precipitation gage, and the period is April 1 through June 30.
- Stage 2 Trigger:** When the total precipitation that occurs from October 1 through April 1 of the following year is less than 28" as measured at the MMWD Kent precipitation gage, and the period is July 1 through November 1.
- Stage 3 Trigger:** When the total precipitation that occurs from October 1 through April 1 of the following year is less than 28" as measured at the MMWD Kent precipitation gage, and the period is August 1 through November 1 and water demands in any preceding thirty-day period exceed an average of 433,000 gpd.

Consumption Limits

Stage 1: (Request 15% voluntary reduction)

| | |
|---------------------------|---|
| Residential: | 15% voluntary reduction in water use from prior normal year for similar billing period. |
| Commercial and Industrial | 15% voluntary reduction in water use from prior normal year for similar billing period. |

Stage 2: (25% mandatory reduction)

| | |
|----------------------------|--|
| Residential | 25% reduction in water use from prior normal year for similar billing period. |
| Commercial and Industrial: | 25% reduction in water use from prior normal year for similar billing period (exceptions may be granted by the General Manager for emergency and special needs). |

Stage 3: (50% mandatory reduction) **(Critical)**

| | |
|---------------------------|---|
| Residential: | Equivalent to X ¹ gallons per person per day. |
| Commercial and Industrial | 50% reduction in water use from prior normal year for similar billing period (exceptions may be granted to by the General Manager for emergency and special needs). |

Stages of Action

Stage 1 Voluntary - achieve a 15% reduction in water use by implementation of the following

- a. Encourage voluntary rationing
- b. Pursue vigorous enforcement of water wasting regulations and provisions of District's Water Conservation Regulation 17.
- c. Request customers to make conscious efforts to conserve water
- d. Request other governmental agencies to demonstrate leadership and implement restrictive water use programs
- e. Distribute water saving kits upon customer request, to assure availability to existing and new customers. (Note: Similar kits were distributed system wide to all customers during the 1976-77 California drought.)
- f. Encourage private sector to use alternate water sources such as private wells.
- g. Encourage the non-commercial washing of privately owned motor vehicles, trailers and boats only from a bucket and except that a hose equipped with a shut-off nozzle may be used for a quick rinse.
- h. Encourage nighttime irrigation
- i. Implement detailed measures from other stages to meet desired objective.

Stage 2 Mandatory - achieve a 25% reduction in water use by declaring a water shortage emergency and implementing Phase 1 (introductory) and Phase 2 (mandatory) of the District's Emergency Water Conservation Ordinance

- a. Under Phase 1, the following uses are declared to be non-essential:

- (1) washing sidewalks, driveways, parking areas, tennis courts, patios or other exterior paved areas except by the Marin County Fire Department or other public agency for the purpose of public safety;
 - (2) refilling a swimming pool;
 - (3) Non-commercial washing of privately-owned motor vehicles, trailers and boats except from a bucket and except that a hose equipped with a shut-off nozzle may be used for a quick rinse.
 - (4) Request restaurants to serve water only upon request.
- b. The following additional uses are declared to be non-essential under Phase 2:
- (1) any use of water from a fire hydrant except for fighting fires, human consumption, essential construction needs or use in connection with animals;
 - (2) watering of any lawn, garden, landscaped area, tree, shrub or other plant except from a hand-held hose or container or drip irrigation system without sprinklers can be used if customer maintains a 25% reduction compared to prior year's use in same billing period (the General Manager shall be authorized to request a greater reduction as required to meet the stage 2, 25% mandatory reduction);
 - (3) use of water for dust control at construction sites;
 - (4) initial filling of any swimming pool;
 - (5) use by a vehicle washing facility in excess of 25% less than the amount used by it during the corresponding billing period in prior year;
 - (6) any non-residential use in excess of 25% less than the amount used by the customer during the corresponding billing period in prior year
- c. Discontinue all intertie deliveries through the intertie to Inverness Public Utility District (IPUD), except for critical needs as determined by the General Manager.

**Stage 3
Critical**

Mandatory - achieve a 50% reduction in water use by enacting Phase 3 of the District's Emergency Water Conservation Ordinance.

- a. The following additional uses are declared to be non-essential:
- (1) Watering any residential lawn, or any commercial or industrial area lawn maintained for aesthetic purposes, at any time day or night during the period when a Stage 3 rationing plan is in progress. (These designated lawns will be allowed to dry up for the summer. Affected customers will be advised on tested methods for re-greening the lawns at minimum expense beginning on November 1, subsequent to a Stage 3 rationing period if operating conditions permit. By following the prescribed instructions, the affected customers will likely avoid the cost of replacing the lawns.)
 - (2) Planting any new landscaping, except for designated drought resistant landscaping prescribed by the District.
 - (3) Public agencies may apply to the General Manager for exemptions for watering specific public lawns used extensively for community wide recreation. Such public area lawn watering shall only be done under methods and time periods prescribed by the General Manager. Such exemptions will only be given by the General Manager, if a 50% or greater conservation level can otherwise be achieved on a service area basis.

- (4) All day and nighttime sprinkling will be discontinued. Any and all outside watering will be done only with a hand held nozzle. An exception will be made to permit drip irrigation for established perennial plants and trees using manual or automatic time controlled water application sufficient only for assured plant survival.
- (5) No new annual plants, vegetables, flowers or vines may be planted until the Stage 3 emergency is over. An exception will be made for customers who are eliminating existing thirsty landscaping and replacing same with drought resisting landscaping prescribed by the District, as in (2) above.
- b. Limit deliveries of water to outside service area customers to that needed for human consumption, sanitation and public safety.
- c. Discontinue all water deliveries through the intertie to IPUD.
- d. The following additional actions will be recommended for District customers:
 - (1) Navy style showering will be promoted (e.g., turn on water to wet person or persons, turn off water, lather up, scrub, then turn on water for a quick rinse, then turn off shower).
Customers will be provided push button showerhead control valves upon request, and at no direct charge to them, to better allow them to take "Navy style showers."
 - (2) Customers will be urged not to regularly flush their toilets for disposal of urine only.
- e. Implement detailed measures from other stages to meet desired objective.

Adoption of Plan

The emergency rationing plan will be enacted after public hearing required by the District's Emergency Water Conservation Ordinance and a determination by the District's Board of Directors that a West Marin Water Shortage Emergency exists.

Monitoring of Actual Water Use

Monitoring of water use will be by meters with data analysis using the District's computers.

Mandatory Prohibitions

Wasting of water is prohibited by Regulation 17 of the North Marin Water District.

Phase 2 and Phase 3 of the Emergency Ordinance contain specific mandatory provisions.

Revenue and Expenditure Analysis

Assessment of potential revenue losses will be made as each stage is implemented and rate adjustments thereafter will be made in a timely manner to guarantee continued operation of the water system with reduced water sales.

The District Board of Directors will review all aspects of rate design and its reserve position before deciding whether to pass on the revenue loss, and/or cost of water conservation enforcement, in part or in full, in the form of a rate adjustment to the ratepayers.

DRAFT
NORTH MARIN WATER DISTRICT
WEST MARIN SERVICE AREA
EMERGENCY WATER CONSERVATION ORDINANCE

August 23, 2002

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DRAFT
EMERGENCY WATER CONSERVATION ORDINANCE
ORDINANCE NO.

AN ORDINANCE OF NORTH MARIN WATER DISTRICT DECLARING THE EXISTENCE OF A WATER SHORTAGE EMERGENCY CONDITION WITHIN A PORTION OF THE DISTRICT, PROHIBITING THE WASTE AND NON-ESSENTIAL USE OF WATER, AND PROVIDING FOR THE CONSERVATION OF THE WATER SUPPLY OF THE DISTRICT

BE IT ORDAINED by the Board of Directors of North Marin Water District as follows:

Section 1. Declaration of a Water Shortage Emergency

This Board of Directors does hereby find and declare as follows:

(a) Pursuant to Resolution No. _____ duly adopted by this Board on _____, a public hearing was held on _____, on the matter of whether this Board of Directors should declare a water shortage emergency condition exists within the West Marin water service area of this District which is served by wells adjacent to Lagunitas Creek.

(b) Notice of said hearing was published in the _____, a newspaper of general circulation printed and published within said West Marin water service area of the District.

(c) At said hearing all persons present were given an opportunity to be heard and all persons desiring to be heard were heard.

(d) Said hearing was called, noticed and held in all respects as required by law.

(e) This Board heard and has considered each protest against the declaration and all evidence presented at said hearing.

(f) A water shortage emergency condition exists and prevails within the portion of the territory of this District served by wells adjacent to Lagunitas Creek. Said portion of this District is hereinafter referred to as the West Marin area and consists in all the territory of this District generally known as Point Reyes Station, Inverness Park, Olema, Bear Valley and Paradise Ranch Estates. Said water shortage exists by reason of the fact that the ordinary demands and requirements of the water consumers in the West Marin area cannot be met and satisfied by the water supplies now available to this District in the said area.

Section 2. Purpose and Authority

The purpose of this ordinance is to conserve the water supply of the District for the greatest public benefit with particular regard to public health, fire protection and domestic use, to conserve water by reducing waste, and to the extent necessary by reason of drought and the existing water shortage emergency condition to reduce water use fairly and equitably. This ordinance is adopted pursuant to Water Code Section 350 to and including 358, and Sections 31026 to and including 31029.

Section 3. Effect of Ordinance

This ordinance shall take effect immediately, shall be effective only in the West Marin service area, shall supersede and control over any other ordinance or regulation of the District in conflict herewith, and shall remain in effect until the Board of Directors declares that the water shortage emergency has ended.

Section 4. Suspension of New Connections to the District's Water System

(a) From and including _____, the Board of Directors by resolution declares that the water shortage has ended, which period is hereinafter referred to as the suspension period, no new or enlarged connection shall be made to the District's water system except the following:

- (1) connection pursuant to the terms of connection agreements which prior to _____, had been executed or had been authorized by the Board of Directors to be executed;
- (2) connections of fire hydrants;
- (3) connections of property previously supplied with water from a well which runs dry.
- (4) connection of property for which the Applicant agrees to defer landscape installation until after the suspension period.

(b) During the suspension period applications for water service will be processed only if the Applicant acknowledges in writing that such processing shall be at the risk and expense of the Applicant and that if the application is approved in accordance with the District's regulations, such approval shall confer no right upon the Applicant or anyone else until the suspension period has expired, and that the Applicant releases the District from all claims of damage arising out of or in any manner connected with the suspension of connections.

(c) Upon the expiration of the suspension period, the District will make connections to its water system in accordance with its regulations and the terms of connection agreements for all said applications approved during the suspension period. The water supply then available to the District will be apportioned equitably among all the customers then being served by the District without discrimination against services approved during the suspension period.

(d) Nothing herein shall prohibit or restrict any modification, relocation or replacement of a connection to the District's system if the General Manager determines that the demand upon the District's water supply will not be increased thereby.

Section 5. Waste of Water Prohibited

No water furnished by the District shall be wasted. Waste of water includes, but is not limited to, the following:

- (a) permitting water to escape down a gutter, ditch or other surface drain;
- (b) failure to repair a controllable leak of water;
- (c) failure to put to reasonable beneficial use any water withdrawn from the District's system.

Section 6. Prohibition of Non-Essential Use of Water

(a) No water furnished by the District shall be used for any purpose declared to be non-essential by this ordinance.

Phase 1 - Voluntary Phase is designed to achieve 15% reduction in water usage by encouraging voluntary rationing, enforcement of water wasting regulations and water conservation Regulation 17, requesting customers to make conscious efforts to conserve water, encourage private sector to use alternate source and encourage night irrigation.

Phase 2 - Mandatory Rationing (25% reduction)

- (b) The following uses are declared to be non-essential from and after _____:
 - (1) washing sidewalks, driveways, parking areas, tennis courts, patios or other exterior paved areas except by the Marin County Fire Department or other public agency for the

purpose of public safety;

- (2) refilling a swimming pool drained after _____;
- (3) non-commercial washing of privately-owned motor vehicles, trailers and boats except from a bucket and except that a hose equipped with a shut-off nozzle may be used for a quick rinse.
- (4) Request restaurants to serve water only upon request.

(c) The following additional uses are declared to be non-essential from and after _____:

- (1) any use of water from a fire hydrant except for fighting fires, human consumption, essential construction needs or use in connection with animals;
- (2) watering of any lawn, garden, landscaped area, tree, shrub or other plant except from a handheld hose or container or drip irrigation system except as provided in Section 10 hereof;
- (3) use of water for dust control at construction sites;
- (4) initial filling of any swimming pool for which application for a building permit was made after _____;
- (5) use by a vehicle washing facility in excess of 25% less than the amount used by it during the corresponding billing period in _____. If the facility was not operating in _____, an assumed amount shall be computed by the District from its records.
- (6) any non-residential use in excess of 25% less than the amount used by the customer during the corresponding billing period in _____. If connection to the District system was not in existence or use in _____, an assumed amount will be computed from the District's records.

Phase 3 - Severe Mandatory Rationing (50% reduction)

(d) From and after the date that the Board of Directors, by resolution, determines that the water shortage emergency requires severe rationing, the following additional uses are declared to be non-essential:

- (1) Watering any residential lawn, or any commercial or industrial area lawn maintained for aesthetic purposes, at any time of the day or night during the period of August 1, through October 31, when a Stage 3 is in progress.
- (2) Planting any new landscaping, except for designated drought resistant landscaping prescribed by the District.
- (3) All day and nighttime sprinkling will be discontinued. Any and all outside watering will be done only with a hand held nozzle. An exception will be made for carefully timed drip irrigation for established perennial plants and trees. Only sufficient water for assured plant survival may be applied.
- (4) No new annual plants, vegetables, flowers or vines may be planted during the Stage 3 emergency period. An exception will be made for customers who are eliminating existing thirsty landscaping and replacing same with drought resisting landscaping prescribed by the District, as in (2) above.

The combined rationing including Phase 1, 2, and 3 is designed to achieve a minimum reduction of 50% or more in West Marin service territory water consumption as compared with normal year annual usage.

(e) The percentages stipulated in Phase 2 and Phase 3 may be increased by the General Manager for any class of customer if the General Manager determines that such increase is necessary to protect the public health, safety and welfare or to spread equitably among the water users of the District the burdens imposed by the drought and the shortage in the District's water supply.

Section 7. Variances

Applications for a variance from the provisions of Section 6 of this ordinance may be made to the General Manager. The General Manager may grant a variance to permit a use of water otherwise prohibited by Section 6 if the General Manager determines that the variance is reasonably necessary to protect the public health and safety. Any decision of the General Manager under this section may be appealed to the Board of Directors.

Section 8. Violations

(a) If and when the District becomes aware of any violation of any provision of Section 5 or 6 of this ordinance, a verbal warning will be given, then if the violation continues or is repeated, a written notice shall be placed on the property where the violation occurred and mailed to the person who is regularly billed for the service where the violation occurs and to any other person known to the District who is responsible for the violation or its correction. Said notice shall describe the violation and order that it be corrected, cured and abated immediately or within such specified time as the General Manager determines is reasonable under the circumstances. If said order is not complied with, the District may forthwith disconnect the service where the violation occurs.

(b) For the first offense, a fee of \$50 shall be paid for the reconnection of any service disconnected pursuant to subsection (a) during the suspension period. For each subsequent violation of Section 8 (a), the fee for reconnection shall be \$75.

(c) No service which is disconnected twice because of a violation of Section 5 or 6 of this ordinance during the suspension period, shall be reconnected unless a device supplied by the District which will restrict the flow of water to said service is installed. Furthermore, the fee for reconnection of such a service during the suspension period shall be \$100 in lieu of the fee required by subsection (b) hereof.

Section 9. Signs on Lands Supplied from Private Wells

The owner or occupant of any land within the West Marin water service area that is supplied with water from a private well shall post and maintain in a conspicuous place thereon a sign furnished by the District giving public notice of such supply.

Section 10. Use of Sprinklers Conditional

Any customer of the District may use a non-automated sprinkler or sprinkler system to apply water furnished by the District to irrigate any lawn, garden, landscaped area, trees or shrubs provided said application is attended, properly controlled, performed in a non-wasteful manner and confined to the hours between 7:00 p.m. and 9:00 a.m. of the next day. The term sprinkler shall be defined to include soaker hoses or lines. The privilege to use a sprinkler or sprinkler system shall be banned for all customers in the event the Board of Directors of the District determines that the aggregate water use by all customers exceeds 50% of the amount of water used by all customers for the same or a similar period during a normal year at least 12 months prior. The General Manager of the District may at any time and without prior notice temporarily prohibit the use of sprinklers in part of or the entire water system if in his judgment such use may reduce the District's water supplies below levels adequate for human consumption, sanitation and fire protection

purposes. The District reserves the right to check the water use of any customer and if such use exceeds 50% of the use by the same customer or account for the same or a corresponding period during a normal year at least 12 months prior or if sprinkled water is used in a wasteful manner, the General Manager may prohibit sprinkling by that customer.

* * * * *

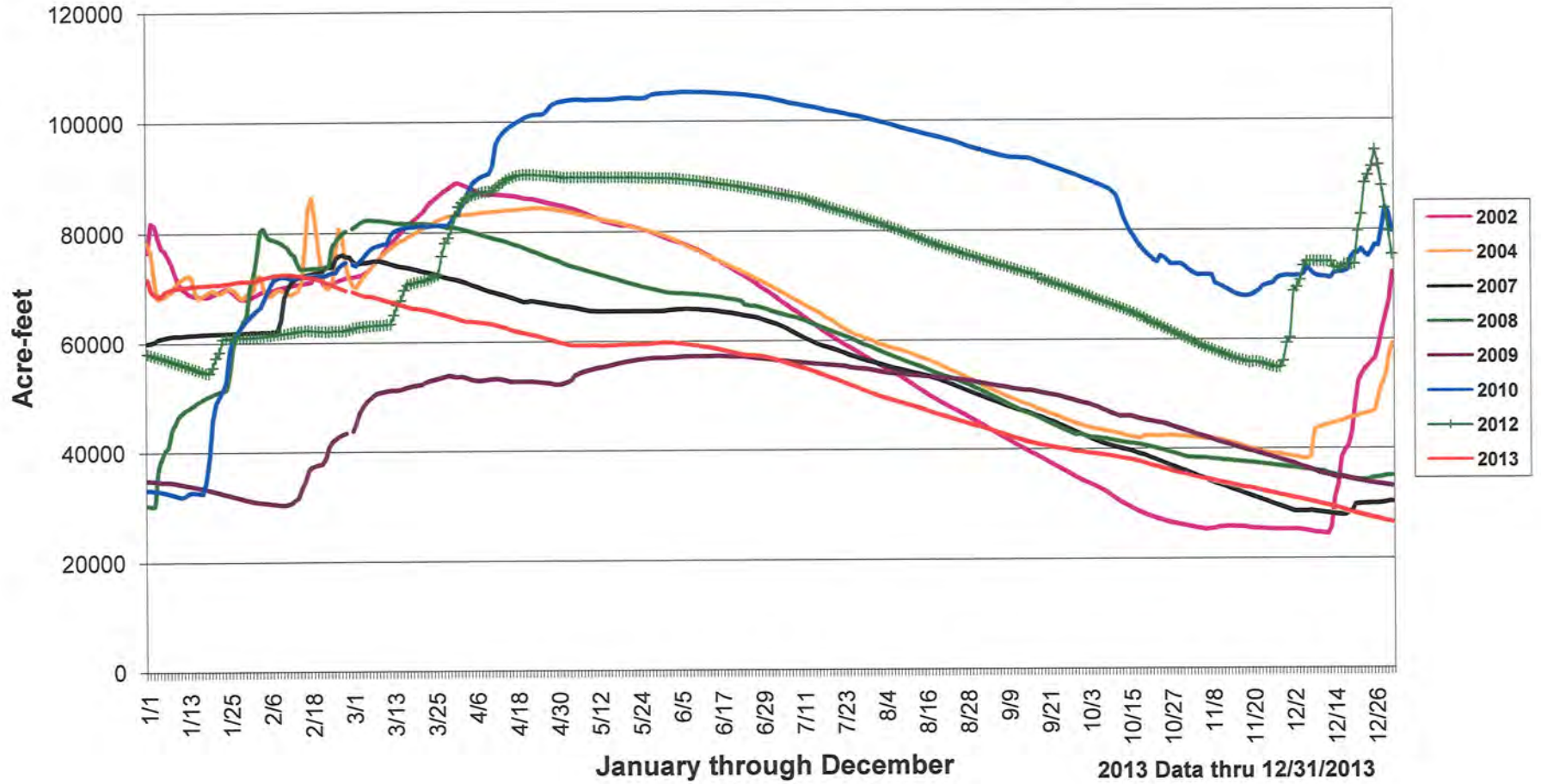
I hereby certify that the foregoing is a true and complete copy of an ordinance duly and regularly adopted by the Board of Directors of North Marin Water District at a regular meeting thereof held on _____ by the following vote:

AYES: Directors
NOES:
ABSENT:
ABSTAINED:

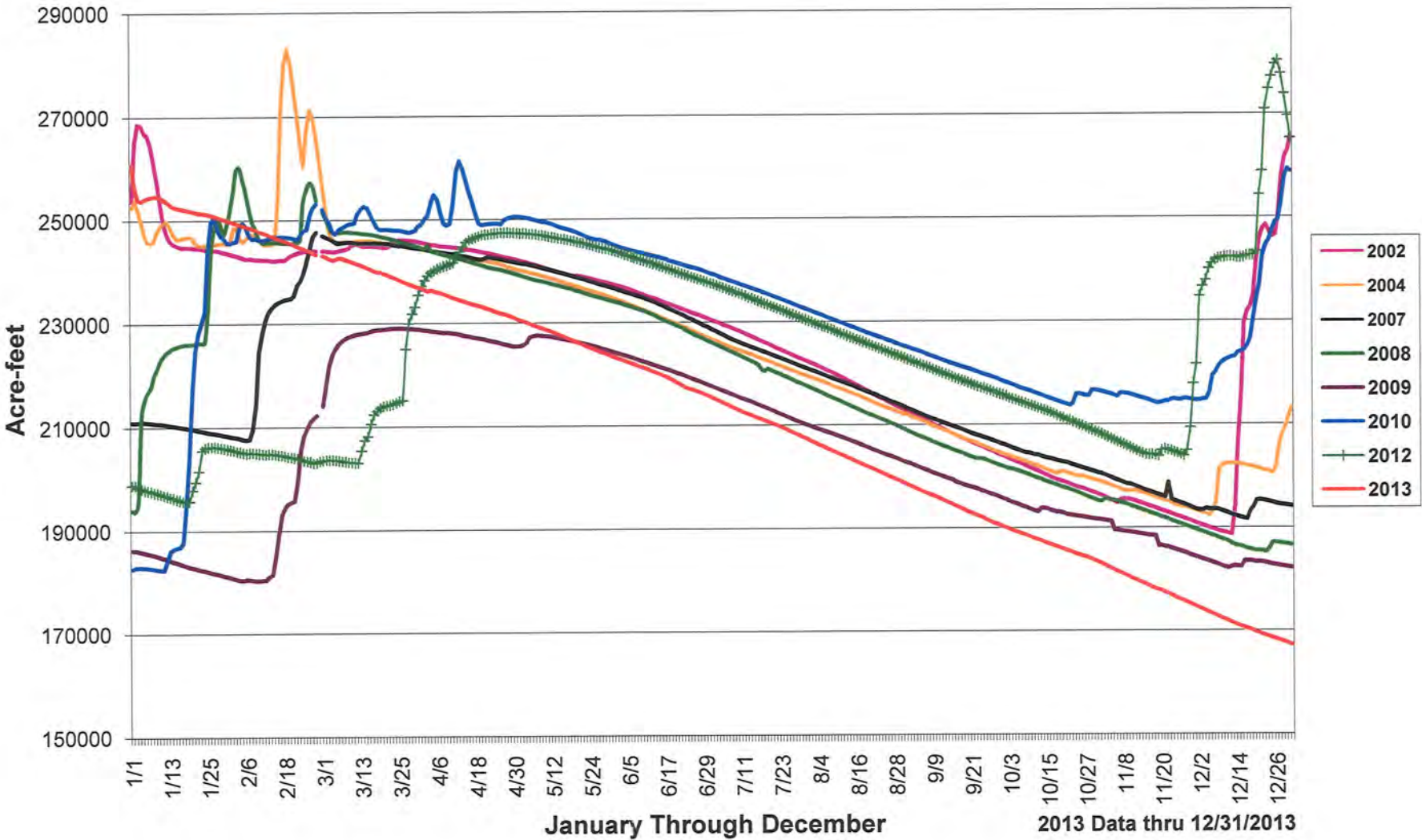
(SEAL)

Secretary
North Marin Water District

Lake Mendocino Storage 2002, 2004, 2007, 2008, 2009, 2010 and 2012, 2013



Lake Sonoma Storage 2002, 2004, 2007, 2008, 2009, 2010 and 2012, 2013



**NORTH MARIN WATER DISTRICT'S
WATER SHORTAGE CONTINGENCY PLAN
FOR GREATER NOVATO AREA**

**NORTH MARIN WATER DISTRICT
WATER SHORTAGE CONTINGENCY PLAN
FOR GREATER NOVATO AREA**

March 2006

Customer Notification

1. NMWD notifies customers by bill message
 - A. Dry water supply conditions exist on the Russian River. Please reduce your water use by 15%. Consult the NMWD website for water saving tips and the latest news on water supply status.
 - B. Critical dry water supply conditions exist on the Russian River. A mandatory _____% reduction in water use is required. Consult the NMWD website for more information.
2. Special issue of NMWD WaterLine will be mailed to all customers during critical dry conditions stipulating mandatory requirements.

Specific Triggers

Stage 1 Trigger: When the Sonoma County Water Agency adopts a Stage 1 Water Emergency (Criteria: Dry Conditions¹ prevail for at least 30 days on the Russian River system.

Stage 2 Trigger: When the Sonoma County Water Agency adopts a Stage 2 Water Emergency provided that storage is not projected to fall below 70,000-acre feet in Lake Sonoma.

Stage 3 Trigger: When the Sonoma County Water Agency adopts a Stage 3 Water Emergency.

Consumption Limits

Stage 1: (Request for up to 15% voluntary reduction)

Residential: 15% voluntary reduction in water use from prior year for similar billing period

¹ Dry Conditions are defined in State Water Resources Control Board Decision 1610 as follows:

| Date | Cumulative Inflow to Lake Pillsbury |
|------------|-------------------------------------|
| January 1 | 8,000 acre feet |
| February 1 | 39,200 acre feet |
| March 1 | 65,700 acre feet |
| April 1 | 114,500 acre feet |
| May 1 | 145,000 acre feet |
| June 1 | 160,000 acre feet |

Commercial and Industrial 15% voluntary reduction in water use from prior year for similar billing period (exceptions may be granted in order to preserve jobs)

Stage 2: (Up to 30% mandatory reduction)

Residential 30% reduction in water use from prior year for similar billing period

Commercial and Industrial: 30% reduction in water use from prior year for similar billing period (exceptions may be granted in order to preserve jobs)

Stage 3: (Up to 50% mandatory reduction)

Residential: Equivalent to X² gallons per person per day

Commercial and Industrial 50% reduction in water use from prior year for similar billing period (exceptions may be granted to preserve jobs)

Stages of Action

Stage 1 Voluntary - achieve up to a 15% reduction³ in water use by implementation of the following

- a. Encourage voluntary rationing
- b. Pursue vigorous enforcement of water wasting regulations and provisions of District's Water Conservation Regulation 15 which requires water saving devices in new construction, prohibits installation of certain wasteful types of turf configurations, and encourages turf avoidance
- c. Request customers to make conscious efforts to conserve water
- d. Request other governmental agencies to demonstrate leadership and implement restrictive water use programs
- e. Distribute water saving kits upon customer request, to assure availability to existing and new customers. (Note: Similar kits were distributed system wide to all customers during the 1976-77 California drought.)
- f. Encourage private sector to use alternate water sources such as recycled water or use of private wells.
- g. Encourage the non-commercial washing of privately owned motor vehicles, trailers and boats only from a bucket and except that a hose equipped with a shut-off nozzle may be used for a quick rinse.
- h. Encourage nighttime irrigation

Stage 2 Mandatory - achieve up to a 30% reduction³ in water use by declaring a water shortage emergency and implementing Phase 1 (introductory) and Phase 2 (mandatory) of the District's Emergency Water Conservation Ordinance

- a. Under Phase 1, the following uses are declared to be non-essential:

² gpcd is to be determined when the water shortage emergency is declared

³Exact amount and Districtwide measurement of goal and method of achievement to be established by Board of Directors after examining projected supplies from SCWA, Stafford Lake and treatment plant and emergency well sources and after holding water shortage emergency hearing.

- (1) washing sidewalks, driveways, parking areas, tennis courts, patios or other exterior paved areas except by the Novato Fire Protection District or other public agency for the purpose of public safety;
 - (2) refilling a swimming pool;
 - (3) Non-commercial washing of privately-owned motor vehicles, trailers and boats except from a bucket and except that a hose equipped with a shut-off nozzle may be used for a quick rinse.
 - (4) Request restaurants to serve water only upon request.
- b. The following additional uses are declared to be non-essential under Phase 2:
- (1) any use of water from a fire hydrant except for fighting fires, human consumption, essential construction needs or use in connection with animals;
 - (2) watering of any lawn, garden, landscaped area, tree, shrub or other plant except from a hand-held hose or container or drip irrigation system except sprinklers can be used if customer maintains a 30% reduction compared to prior year's use in same billing period;
 - (3) watering any portion of a golf course except the tees and greens except where private well or recycled water supply is used;
 - (4) use of water for dust control at construction sites;
 - (5) initial filling of any swimming pool;
 - (6) use by a vehicle washing facility in excess of 30% less than the amount used by it during the corresponding billing period in prior year;
 - (7) any non-residential use in excess of 30% less than the amount used by the customer during the corresponding billing period in prior year

Stage 3 Mandatory - achieve up to a 50%² reduction in water use by enacting Phase 3 of the District's Emergency Water Conservation Ordinance.

- a. The following additional uses are declared to be non-essential:
- (1) Watering any residential lawn, or any commercial or industrial area lawn maintained for aesthetic purposes, at any time day or night during the period of March 1, through September 30, when a Stage 3 rationing plan is in progress. (These designated lawns will be allowed to dry up for the summer. Affected customers will be advised on tested methods for re-greening the lawns at minimum expense beginning on October 1, during a Stage 3 rationing period if operating conditions permit. By following the prescribed instructions, the affected customers will likely avoid the cost of replacing the lawns.)
 - (2) Planting any new landscaping, except for designated drought resistant landscaping prescribed by the District.
 - (3) Public agencies may apply to the General Manager for exemptions for watering specific public lawns used extensively for community wide recreation. Such public area lawn watering shall only be done under methods and time periods prescribed by the General Manager. Such exemptions will only be given by the General Manager, if a 50% or greater conservation level can otherwise be achieved on a service area basis.

- (4) Golf courses may only use private well or recycled water for general irrigation. Golf courses may apply to the General Manager for specific exemptions to water greens only, and then only under methods and time periods prescribed by the General Manager. Such exemptions will only be given by the General Manager, if a 50% or greater conservation level can otherwise be achieved on a service area basis.
 - (5) All day and nighttime sprinkling will be discontinued. Any and all outside watering will be done only with a hand held nozzle. An exception will be made to permit drip irrigation for established perennial plants and trees using manual or automatic time controlled water application sufficient only for assured plant survival.
 - (6) No new annual plants, vegetables, flowers or vines may be planted until the Stage 3 emergency is over. An exception will be made for customers who are eliminating existing thirsty landscaping and replacing same with drought resisting landscaping prescribed by the District, as in (2) above.
- b. The following additional voluntary actions will be recommended for District customers:
- (1) Navy style showering will be promoted (e.g., turn on water to wet person or persons, turn off water, lather up, scrub, then turn on water for a quick rinse, then turn off shower).
Customers will be provided push button showerhead control valves upon request, and at no direct charge to them, to better allow them to take "Navy style showers."
 - (2) Customers will be urged not to regularly flush their toilets for disposal of urine only.

Plan Preparation

This plan has been coordinated with the Sonoma County Water Agency and the other regular contractors which utilize the Sonoma County Water Agency Aqueduct System and the City of Novato, and County, State and Federal Emergency Services Offices.

Adoption of Plan

The emergency rationing plan will be enacted after public hearing required by the District's Emergency Water Conservation Ordinance and a determination by the District's Board of Directors that a Water Shortage Emergency exists.

Monitoring of Actual Water Use

Monitoring of water use will be by meters with data analysis using the District's computers.

Mandatory Prohibitions

Wasting of water is prohibited by Regulation 15 of the North Marin Water District.

Phase 2 and Phase 3 of the Emergency Ordinance contain specific mandatory provisions.

Revenue and Expenditure Analysis

Assessment of potential revenue losses will be made as each stage is implemented and rate adjustments thereafter will be made in a timely manner to guarantee continued operation of the water system with reduced water sales.

The District Board of Directors will review all aspects of rate design and its reserve position before deciding whether to pass on the revenue loss, in part or in full, in the form of a rate adjustment to the ratepayers.

DRAFT
NORTH MARIN WATER DISTRICT
EMERGENCY WATER CONSERVATION ORDINANCE

| | |
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DRAFT
EMERGENCY WATER CONSERVATION ORDINANCE
ORDINANCE NO.

AN ORDINANCE OF NORTH MARIN WATER DISTRICT DECLARING THE EXISTENCE OF A WATER SHORTAGE EMERGENCY CONDITION WITHIN A PORTION OF THE DISTRICT, PROHIBITING THE WASTE AND NON-ESSENTIAL USE OF WATER, AND PROVIDING FOR THE CONSERVATION OF THE WATER SUPPLY OF THE DISTRICT

BE IT ORDAINED by the Board of Directors of North Marin Water District as follows:

Section 1. Declaration of a Water Shortage Emergency

This Board of Directors does hereby find and declare as follows:

- (a) Pursuant to Resolution No. _____ duly adopted by this Board on _____, a public hearing was held on _____, on the matter of whether this Board of Directors should declare a water shortage emergency condition exists within the water service area of this District which is served by Stafford Lake and the North Marin Aqueduct.
- (b) Notice of said hearing was published in the _____, a newspaper of general circulation printed and published within said water service area of the District.
- (c) At said hearing all persons present at said hearing were given an opportunity to be heard and all persons desiring to be heard were heard.
- (d) Said hearing was called, noticed and held in all respects as required by law.
- (e) This Board heard and has considered each protest against the declaration and all evidence presented at said hearing.
- (f) A water shortage emergency condition exists and prevails within the portion of the territory of this District served by Stafford Lake and the North Marin Aqueduct. Said portion of this District is hereinafter referred to as the Novato area and consists in all the territory of this District except the portions hereof in the western part of Marin County denominated Annexations 2, 3, 5, 6, 7, 8, 10, 11, 12, 13, 14, 15 and 16 generally known as Point Reyes Station, Inverness Park, Olema, Oceana Marin, and territories on the east shore of Tomales Bay. Said water shortage exists by reason of the fact that the ordinary demands and requirements of the water consumers in the Novato area cannot be met and satisfied by the water supplies now available to this District in the Novato area without depleting the water supply to the extent that there would be insufficient water for human consumption, sanitation and fire protection.

Section 2. Purpose and Authority

The purpose of this ordinance is to conserve the water supply of the District for the greatest public benefit with particular regard to public health, fire protection and domestic use, to conserve water by reducing waste, and to the extent necessary by reason of drought and the existing water shortage emergency condition to reduce water use fairly and equitably. This ordinance is adopted pursuant to Water Code Section 350 to and including 358, and Sections 31026 to and including 31029.

Section 3. Effect of Ordinance

This ordinance shall take effect immediately, shall be effective only in the Novato area, shall supersede and control over any other ordinance or regulation of the District in conflict herewith, and shall remain in effect until the Board of Directors declares that the water shortage emergency has ended.

Section 4. Suspension of New Connections to the District's Water System

(a) From and including _____, the Board of Directors by resolution declares that the water shortage has ended, which period is hereinafter referred to as the suspension period, no new or enlarged connection shall be made to the District's water system except the following:

- (1) connection pursuant to the terms of connection agreements which prior to _____, had been executed or had been authorized by the Board of Directors to be executed;
- (2) connections of fire hydrants;
- (3) connections of property previously supplied with water from a well which runs dry.
- (4) connection of property for which the Applicant agrees to defer landscape installation until after the suspension period.

(b) During the suspension period applications for water service will be processed only if the Applicant acknowledges in writing that such processing shall be at the risk and expense of the Applicant and that if the application is approved in accordance with the District's regulations, such approval shall confer no right upon the Applicant or anyone else until the suspension period has expired, and that the Applicant releases the District from all claims of damage arising out of or in any manner connected with the suspension of connections.

(c) Upon the expiration of the suspension period, the District will make connections to its water system in accordance with its regulations and the terms of connection agreements for all said applications approved during the suspension period. The water supply then available to the District will be apportioned equitably among all the customers then being served by the District without discrimination against services approved during the suspension period.

(d) Nothing herein shall prohibit or restrict any modification, relocation or replacement of a connection to the District's system if the General Manager determines that the demand upon the District's water supply will not be increased thereby.

Section 5. Waste of Water Prohibited

No water furnished by the District shall be wasted. Waste of water includes, but is not limited to, the following:

- (a) permitting water to escape down a gutter, ditch or other surface drain;
- (b) failure to repair a controllable leak of water;
- (c) failure to put to reasonable beneficial use any water withdrawn from the District's system.

Section 6. Prohibition of Non-Essential Use of Water

(a) No water furnished by the District shall be used for any purpose declared to be non-essential by this ordinance.

Phase 1 - Introductory Phase

- (b) The following uses are declared to be non-essential from and after _____:

- (1) washing sidewalks, driveways, parking areas, tennis courts, patios or other exterior paved areas except by the Novato Fire Protection District or other public agency for the purpose of public safety;
- (2) refilling a swimming pool drained after _____;
- (3) non-commercial washing of privately-owned motor vehicles, trailers and boats except from a bucket and except that a hose equipped with a shut-off nozzle may be used for a quick rinse.

Phase 2 - Moderate Mandatory Rationing (30% reduction)

- (c) The following additional uses are declared to be non-essential from and after _____:
- (1) any use of water from a fire hydrant except for fighting fires, human consumption, essential construction needs or use in connection with animals;
 - (2) watering of any lawn, garden, landscaped area, tree, shrub or other plant except from a handheld hose or container or drip irrigation system except as provided in Section 10 hereof;
 - (3) watering any portion of a golf course except the tees and greens except as provided in Section 10 hereof or where private well or recycled water supply is used;
 - (4) use of water for dust control at construction sites;
 - (5) initial filling of any swimming pool for which application for a building permit was made after _____;
 - (6) use by a vehicle washing facility in excess of 30% less than the amount used by it during the corresponding billing period in _____. If the facility was not operating in _____, an assumed amount shall be computed by the District from its records. This subsection shall not apply to any facility that recycles water in a manner satisfactory to the District.
 - (7) any non-residential use in excess of 30% less than the amount used by the customer during the corresponding billing period in _____. If connection to the District system was not in existence or use in _____, an assumed amount will be computed from the District's records.

Phase 3 - Severe Mandatory Rationing (50% reduction)

(d) From and after the date that the Board of Directors, by resolution, determines that the water shortage emergency requires severe rationing, the following additional uses are declared to be non-essential:

- (1) Watering any residential lawn, or any commercial or industrial area lawn maintained for aesthetic purposes, at any time of the day or night during the period of March 1, through September 30, when a Stage 3 is in progress.
- (2) Planting any new landscaping, except for designated drought resistant landscaping prescribed by the District.
- (3) All day and nighttime sprinkling will be discontinued. Any and all outside watering will be done only with a hand held nozzle. An exception will be made for carefully timed drip irrigation for established perennial plants and trees. Only sufficient water for assured plant survival may be applied.
- (4) No new annual plants, vegetables, flowers or vines may be planted during the Stage 3 emergency period. An exception will be made for customers who are eliminating

existing thirsty landscaping and replacing same with drought resisting landscaping prescribed by the District, as in (2) above.

The combined rationing including Phase 1, 2, and 3 is designed to achieve a minimum reduction of 50% or more in Novato service territory water consumption as compared with normal annual usage.

(e) The percentages stipulated in Phase 2 and Phase 3 may be increased by the General Manager for any class of customer if the General Manager determines that such increase is necessary to protect the public health, safety and welfare or to spread equitably among the water users of the District the burdens imposed by the drought and the shortage in the District's water supply.

Section 7. Variances

Applications for a variance from the provisions of Section 6 of this ordinance may be made to the General Manager. The General Manager may grant a variance to permit a use of water otherwise prohibited by Section 6 if the General Manager determines that the variance is reasonably necessary to protect the public health and safety. Any decision of the General Manager under this section may be appealed to the Board of Directors.

Section 8. Violations

(a) If and when the District becomes aware of any violation of any provision of Section 5 or 6 of this ordinance, a verbal warning will be given, then if the violation continues or is repeated, a written notice shall be placed on the property where the violation occurred and mailed to the person who is regularly billed for the service where the violation occurs and to any other person known to the District who is responsible for the violation or its correction. Said notice shall describe the violation and order that it be corrected, cured and abated immediately or within such specified time as the General Manager determines is reasonable under the circumstances. If said order is not complied with, the District may forthwith disconnect the service where the violation occurs.

(b) For the first offense, a fee of \$50 shall be paid for the reconnection of any service disconnected pursuant to subsection (a) during the suspension period. For each subsequent violation of Section 8 (a), the fee for reconnection shall be \$75.

(c) No service which is disconnected twice because of a violation of Section 5 or 6 of this ordinance during the suspension period, shall be reconnected unless a device supplied by the District which will restrict the flow of water to said service is installed. Furthermore, the fee for reconnection of such a service during the suspension period shall be \$100 in lieu of the fee required by subsection (b) hereof.

(d) In the event the District determines that water furnished by the District has been used to fill a swimming pool in violation of Section 5 or 6 hereof, service shall be disconnected and shall be reconnected pursuant to Section 8 (b) hereof, as applicable, except that the reconnection fee shall be \$200 for each subsequent offense.

Section 9. Signs on Lands Supplied from Private Wells or Recycled Water

The owner or occupant of any land within the Novato water service area that is supplied with water from a private well or with recycled water shall post and maintain in a conspicuous place thereon a sign furnished by the District giving public notice of such supply.

Section 10. Use of Sprinklers Conditional

Any customer of the District may use a sprinkler or sprinkler system to apply water furnished by the District to irrigate any lawn, garden, landscaped area, trees or shrubs provided said application is attended, properly controlled, performed in a non-wasteful manner and confined to the hours between 7:00 p.m. and 9:00 a.m. of the next day. The term sprinkler shall be defined to include soaker hoses or lines. The privilege to use a sprinkler or sprinkler system shall be banned for all customers in the event the Board of Directors of the District determines that the aggregate water use by all customers exceeds 50% of the amount of water used by all customers for a similar period 12 months prior. The General Manager of the District may temporarily prohibit the use of sprinklers in part of or the entire water system if in his judgement such use may reduce the District's water supplies below levels adequate for human consumption, sanitation and fire protection purposes. The District reserves the right to check the water use of any customer and if such use exceeds 50% of the use by the same customer or account for the corresponding period in _____ or if sprinkled water is used in a wasteful manner, the General Manager may prohibit sprinkling by that customer.

* * * * *

I hereby certify that the foregoing is a true and complete copy of an ordinance duly and regularly adopted by the Board of Directors of North Marin Water District at a regular meeting thereof held on _____ by the following vote:

AYES: Directors
NOES:
ABSENT:
ABSTAINED:
(SEAL)

Secretary
North Marin Water District

14

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



TECHNICAL ADVISORY COMMITTEE

MONDAY, JANUARY 6, 2014

9:00AM

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

1. Check In
2. Public Comment
3. Elect TAC Vice Chair
4. Recap from December 2, 2013 TAC Meeting and Approval of Minutes
5. LRT2 Recommendation for FY2014/15
6. TAC Budget Subcommittee Status
7. Water Supply Conditions and Temporary Urgency Change Petition
8. Sonoma Marin Saving Water Partnership Annual Report FY 2012/13
9. Biological Opinion Status Update
10. Items for next agenda
11. Check Out

MEMORANDUM

To: Technical Advisory Committee
From: Chris DeGabriele, Chair
Subject: L/R/T2 Program Funding for FY 2014/15
t:\gm\scwa\lirt2 subcommittee\fy 2014-15 program funding tac memo.doc

December 20, 2013

On September 14, 2013 letters were sent to the cities of Santa Rosa, Cotati, Sonoma and to Marin Municipal Water District advising that: 1) those cities/water district have not yet received their full funding allocation under the original SCWA Local Supply/Recycled Water/Tier 2 Conservation funding program, and 2) soliciting project proposals.

The total remaining to be collected and allocated among all remaining recipients is ~\$2.6M. (Attachment 1) Three replies have been received (also Attached). Sonoma and MMWD request their full L/R/T2 funding allocation balance. For Sonoma this is expected to be \$275,116 of which \$185,706 is already encumbered at SCWA. Sonoma plans to convert a private well to Municipal use. For MMWD this is \$723,926 for a golf course recycled water project. The City of Santa Rosa has also replied advising that Santa Rosa anticipates submitting projects for FY 2015/16.

In FY 2013/14, the SCWA O&M Recycled Water and Local Supply sub-charge, at \$24.23/AF, is about 3% of the total SCWA wholesale water rate and collects approximately \$1.2M per year. SCWA uses those funds for both Agency and consultant services for the Groundwater Management Plans. Additionally, \$10/AF of this surcharge is used for the L/R/T2 program and \$325,000 is expected to be reimbursed in Rohnert Park and \$185,000 to Cotati in FY 2013/14. SCWA staff anticipates that the level of funding and expenditure for groundwater management will continue in FY 2014/15.

In 2011 the L/R/T2 Subcommittee agreed to propose additional revenue and fulfill the remaining allocations outstanding within a five-year window. The amount needed in FY2014/15 to fund both Sonoma and MMWD will be \$909,632 and SCWA projects another \$6/AF will be needed for this purpose.

RECOMMENDATION: TAC recommend adding \$6/AF to the L/R/T2 sub-charge in the SCWA FY 2013/14 budget (total \$16/AF for this program) to generate funds sufficient to reimburse Sonoma and MMWD with the understanding that the sub-charge may be adjusted upon review of the proposed SCWA FY 2014/15 budget.

Water Transmission System Agency Fund
Local Supply / Recycled Water / Tier 2 Programs

Balance as of November 14, 2013

| <i>Contractor</i> | <i>10-Year Allocation</i> | <i>Amount Approved by WAC</i> | <i>Amount Disbursed</i> | <i>Balance Available¹</i> | <i>Encumbered</i> |
|-------------------|-------------------------------|---------------------------------------|-----------------------------|--|-------------------|
| Santa Rosa | \$5,065,236 | \$4,003,876 | \$3,908,003 | 1,157,233 | |
| Petaluma | 2,197,913 | 2,197,913 | 2,197,913 | 0 | |
| MMWD | 1,724,026 | 1,000,000 | 1,000,000 | 724,026 | |
| NMWD | 1,846,726 | 1,846,726 | 1,846,726 | 0 | |
| Rohnert Park | 649,629 | 649,629 | 325,000 | 324,629 | 324,629 |
| VOM WD | 627,875 | 627,875 | 627,875 | 0 | |
| Sonoma | 539,411 | 450,000 | 264,294 | 275,117 | 185,706 |
| Windsor | 86,996 | 86,996 | 86,996 | 0 | |
| Cotati | 157,235 | 0 | 0 | 157,235 | |
| Forestville | 104,953 | 104,953 | 104,953 | 0 | |
| TOTAL | \$13,000,000 | \$10,967,968 | \$10,361,760 | \$2,638,240 | |

1. Balance Available based on 10-Year Allocation

Program started June 30, 2000 - No end date specified.

City of Sonoma

No. 1 The Plaza
Sonoma California 95476-6690
Phone (707) 938-3681 Fax (707) 938-8775
E-Mail: cityhall@sonomacity.org



December 12, 2013

Chris DeGabriele, General Manager
Water TAC Chairman
c/o North Marin Water District
999 Rush Creek Place
P. O. Box 146
Novato, CA 94948

Re: SCWA L/R/T2 Program Funding for FY 2014/15

Per your letter of November 14, 2013, I am submitting a L/R/T2 project proposal for the conversion of a private well into our Municipal Well No. 8. See attached project proposal.

I desire that Sonoma's remaining L/R/T2 program balance be applied toward pre-design, environmental planning, design, and construction costs for this project.

Sincerely,

A handwritten signature in black ink, appearing to read "Dan Takasugi", is written over a circular stamp or mark.

Dan Takasugi
Public Works Director / City Engineer

Attachment: Project Proposal for Conversion of Field of Dreams Well into Municipal Well No. 8

Cc: Carol Giovanatto, City Manager
David Goodison, Planning Director
GHD Engineering

City of Sonoma
Project Proposal to the Technical Advisory Committee (TAC)
SCWA L/R/T2 Program Funding for FY 2014/15

Project: Conversion of Field of Dreams Well into Municipal Well No. 8

Background:

Over the last few years, the City has been exploring new well sources and other groundwater sustainability options, such as Aquifer Storage and Recovery (ASR) to restore the historic groundwater production capacity. The City is also trying to create an emergency replacement water source using groundwater supply, should there be an interruption of aqueduct water currently provided by the Sonoma County Water Agency (SCWA). Currently, only five of the seven City wells are operational (Wells 1, 2, 3, 4, and 6). These wells overlap each other in their radius of influence, so the City does not run them all at the same time, but rotates them to keep them from drawing down too much water. The City currently purchases near 2,000 acre-feet of water from the SCWA and usually produces less than 100 acre-feet of groundwater to supplement the SCWA water (5%).

Historically, it appears that the City used to supply near 500 acre-feet of groundwater annually. As part of an October 2010 well siting study, the Field of Dreams Well (FOD Well) was identified as an underutilized well that had potential for City use. The well is a private irrigation well used for several ball sports fields at the Field of Dreams Ball Fields located on City property. Currently, the FOD Well Site is on a long-term lease to the Field of Dreams Association. A feasibility study and pumping test were conducted to confirm that this well could produce enough groundwater to be a cost effective option to drilling a new well.

Eligibility: Local Supply Project; New Well Construction Potable Supply which offsets potable demand.

Evaluation Criteria:

The Well No. 8 conversion project will result in sustained demand reduction in the months of July through September. The well will not typically be used during the fall through spring seasons to allow for groundwater recharge.

A production pump flow rate of 300 gpm, with a maximum flow rate of 425 gpm, was established during a long-term steady state pumping test in November 2012.

Project Costs:

The City of Sonoma anticipates using its remaining balance of L/R/T2 funding for pre-design, environmental planning, and design costs associated with the Well 8 conversion project. If any L/R/T2 funding remains after design phase, it would be used toward construction costs.

Estimated costs from a pre-design report on 10/7/13 are as follows:

| | |
|--------------------------|-----------|
| PS&E Engineering Fees: | \$85,000 |
| CEQA (MND): | \$78,000 |
| Construction Mgmt/Admin: | \$120,000 |
| Construction: | \$479,000 |



MARIN MUNICIPAL WATER DISTRICT

220 Nellen Avenue Corte Madera CA 94925-1169
www.marinwater.org

RECEIVED

NOV 26 2013

November 25, 2013

North Marin Water District

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

RE: SCWA LRT2 Program Funding for FY 2014/15

Dear Mr. DeGabriele,

Thank you for your letter of November 14th regarding the SCWA LRT2 Program Funding for FY 2014-2015. The Marin Municipal Water District intends to pursue development of a golf course recycled water project in FY 2014/2015. MMWD's current allocation through the LRT2 program is \$723,926. MMWD requests this amount be included in the LRT2 program for FY 2014-2015.

Please contact me at (415) 945-1435 if you have any questions or would like additional information.

Sincerely,

A handwritten signature in black ink, appearing to read "Michael Ban".

Michael Ban, P.E.
Environmental and Engineering Services Manager

MB:mp

cc: Krishna Kumar, General Manager, MMWD



City of
Santa Rosa

RECEIVED
DEC 03 2013
North Marin Water District

November 25, 2013

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 2014/15

Dear Mr. DeGabriele,

Thank you for your letter dated November 14, 2013 regarding the Sonoma County Water Agency Local Supply/Recycled Water/Tier 2 Conservation (L/R/T2) funding for FY 20114/15. At this time, the City is not submitting any projects for L/R/T2 funding in FY 20114/15. However, at this time, the City does anticipate submitting project(s) for FY 2015/16.

Sincerely,

David M. Guhin
Utilities Director

Draft Minutes of Technical Advisory Committee
35 Stony Point Road, Santa Rosa, California

December 2, 2013

Attendees: David Guhin, City of Santa Rosa
Kimberly Zunino, City of Santa Rosa
Elise Howard, City of Santa Rosa
Linda Hall, City of Santa Rosa
Dan St. John, City of Petaluma
Leonard Olive, City of Petaluma
Jake McKenzie, City of Rohnert Park
Darrin Jenkins, City of Rohnert Park
John McArthur, City of Rohnert Park
Rocky Vogler, Town of Windsor
Mike Ban, Marin Municipal Water District
Dennis Rodoni, North Marin Water District
Drew McIntyre, North Marin Water District
Chris DeGabriele, North Marin Water District
Grant Davis, SCWA
Michael Thompson, SCWA
Pam Jeanne, SCWA
Lynne Rosselli, SCWA
Ann DuBay, SCWA
David Manning, SCWA
Carrie Pollard, SCWA
Gregg Horton, SCWA
Todd Schram, SCWA

Public Attendees: Brenda Adelman, RRWPC
J. Dietrich Stroeh
Bob Anderson, United Wine Growers
Colleen Fernald

1. Check-in

Chair Chris DeGabriele called the meeting to order at 9:05 a.m.

2. Public Comment

None

3. LRT2 Solicitation for FY2014/15

The LRT2 Solicitation letter for FY 2014/15 sent to the committee was reviewed by Chris DeGabriele. Marin Municipal Water District has requested \$750K for a project next year. Last year the TAC recommended reimbursement for Rohnert Park and Cotati which are both included in the SCWA budget. Project requests need to be submitted to Chris in the next two weeks. Guidelines for projects were included in the letter.

4. Water Supply Conditions and Summer Water Conservation

Some clarity was requested on questions asked at the November WAC/TAC meeting. Pam Jeanne reported there was way more interest in saving water and what can be done specifically to realistically save water. Drought was a concern. The public liked the campaign to save water and were glad to see something being done about it. The Campaign was valuable, people were glad to hear work was going on. Production information shows a 3% drop in diversion of Russian River water during the Temporary

Urgency Change Order period. Total potable water use during that same period was unchanged. 40 MGD is the current demand on the water system. Storage levels at Lake Mendocino and Lake Sonoma are both dropping. Questions and comments followed from the public. Brenda Adelman is asking for mandatory conservation next summer.

5. Biological Opinion Status Update

The Biological Opinion Status Update emailed to the members was reviewed by Pam Jeanne, SCWA. She reviewed the progress of the restoration project on Dry Creek. The fish screen project work is planned to begin in June 2014. The estuary is closed. Work could be done to open it this week. Reports are due at the end of March for the Temporary Urgency Change Order. There is no rain forecast for the near future. WRDA includes language for the participation of the Corps of Engineers for the Dry Creek Restoration Project. Chris DeGabriele asked about the flow to maintain the fish that are now in the system. Colleen Fernald made comments regarding water conservation and environmental protection.

6. Items for Next TAC Agenda for January 6

LRT2 Funding Recommendation
Budget Update
Biological Opinion Status Update
Water Supply Conditions

7. Check Out

John McArthur, Public Works Director, will be replacing Darrin Jenkins on the TAC committee. Darrin is the new City Manager for Rohnert Park. John was welcomed to the TAC by Jake McKenzie, WAC Chair.

Next TAC meeting is January 6, 2014

Next WAC/TAC meeting is February 3, 2014

Meeting adjourned at 9:44am.

15

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

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

Date: Friday, January 3, 2014
Time: 9:30 a.m. – 11:30 a.m.
Location: Marin Community Foundation
5 Hamilton Landing
Suite 200, Redwood Room
Novato, CA 94949

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. Conservation – Marin-Sonoma Saving Water Partnership (45 min.) Guest Speaker: Carrie Pollard, SCWA | Information |
| 7. Corte Madera Baylands Conceptual (45 min.) Sea Level Rise Adaptation Strategy Guest Speakers: Wendy Goodfriend and Sarah Richmond, BCDC | Information |
| 8. Items of Interest | |
| 9. Items for Next Agenda | |

Next Meeting Information:

Next Meeting: February 7, 2014
Petaluma (Lucchesi) Community Center
Conference Room 2
320 N. McDowell Boulevard
Petaluma, CA 94954

NORTH BAY WATERSHED ASSOCIATION

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

Date: December 6, 2013
Time: 9:30 a.m.
Location: Petaluma (Lucchesi) Community Center
320 N. McDowell Boulevard
Conference Room 2
Petaluma, CA 94954

Directors Present: Directors present included:

| <u>Board Member</u> | <u>Agency/Organization</u> | <u>Board Member</u> | <u>Agency/Organization</u> |
|---------------------|---|---------------------|--|
| Wendy Atkins | City of Sonoma and Sonoma Valley County Sanitation District | Ernie Ganas | Bel Marin Keys Community Services District |
| Keith Caldwell | Napa County Flood Control and Water Conservation District | Jack Gibson | Marin Municipal Water District |
| Mike DiGiorgio | Novato Sanitary District | Mark Luce | Napa Sanitation District |
| Rick Fraites | North Marin Water District | Judy Schriebman | Las Gallinas Valley Sanitary District |
| | | Pamela Tuft | City of Petaluma |

Directors present represented 10 out of the 16 agencies signatory to the Association MOU and Jeanne MacLeamy represented City of Novato, Associate Member.

Board Actions:

1. **Call to Order.** Mike DiGiorgio, Chair Pro Tem, called the meeting to order at 9:37 a.m. and introductions followed after the Treasurer's Report.
2. **Public Comment.** None.
3. **Approval of the Agenda.** (See Handout) The Board unanimously approved the agenda.
4. **Approval of the Minutes of the Board Meeting held November 1, 2013.** (See Handout) The Minutes of the Board Meeting held on November 1, 2013 were unanimously approved.
5. **Treasurer's Report.** (See Handout) The Treasurer's Report was accepted as presented by Harry Seraydarian.
6. **Richardson Bay and Sea Level Rise.** Roger Leventhal, Marin County Public Works presented a PowerPoint entitled, "Sea Level Rise Adaptation in Richardson Bay." He first provided an overview of his presentation and then presented a map of Marin County focusing on the Richardson Bay area with a 55" sea level rise line. He noted that the area would be heavily impacted due to buildings and roads at low elevations and the steep watersheds draining to the bay. He further noted that the area currently floods during "King Tides" and provided pictures and maps of Mill Valley and Coyote Creek showing flooding for 16" and 55" levels. Roger then described the Adapting to Rising Tides (ART) process and noted that Marin will focus on adaptation strategies and implementation options. He presented the Shoreline Study Goal which is to provide the education and engineering basis for adaptation planning (options with constraints, approximate cost ranges, anticipated impacts, permit issues, using triggers rather than timelines, and preparing for grants). Roger emphasized this effort would not have final recommendations or ranking, just concept levels. Roger then presented major adaptation strategies in the categories of Protect, Managed Retreat, and Accommodate. Roger provided Sea Level Rise scenarios from different sources and then the recommended values for 2030 (10"), 2050 (20"), and 2100 (59") and how they would be presented using FEMA elevations. Roger referenced the Sea Level Rise Viewer Tool developed by Point Blue Conservation Science and studies to evaluate the benefits of natural systems for flood control and also described the natural sediment process. Roger introduced the concept of engineered sediment placement which may be a future pilot project at Bothin/Novato Marsh. Roger displayed some pictures of areas using dredge material such as Montezuma and Sonoma Baylands (comparison 1996-2006). Roger presented the Aramburu Island Beach Demonstration Project built in 2011-2012. He noted the 2007 Cosco-Busan Oil Spill eventually led to funding for the project. Roger presented a number of preconstruction pictures and explained the construction process using wood micro-groins, oyster shell hash, gravels and sand. He also showed beach profile changes and the increase in bird counts. Roger mentioned some approaches in Europe and Asia with the emphasis on hard engineering and eminent domain as compared to emphasizing habitat in the U.S. Roger then spoke about the idea of a Limit of Coastal Flood Protection (LCFP) and presented a number of alignment alternatives for different areas of Richardson Bay. He also presented costs for different approaches like new levees, raised upgraded levees, new seawall, and restored marsh. Roger provided some insights into options for Mill Valley and presented some approaches in other parts of the U.S. Roger provided the

following "Takeaways": 1) Comprehensive adaptation planning best hope to avoid costly permitting issues; 2) Triggers instead of timelines: develop designs for chronic flooding now, plan for SLR, develop post-disaster plan; and 3) Engineering can support future policies and agreements but community planning process is key. Roger ended with a number of entertaining slides on adaptation. The Board Members had several questions: Is BCDC moving on need to change policies on Bay fill? (Yes, reaching transition point from "Bay fill bad" to a need for sediment management.) Do you know navigable depth after storms for Aramburu project? (No.) Is there any discussion on creating a service district? (No.)

7. **Napa-Sonoma Salt Marsh Restoration Project.** Susanne Von Rosenberg provided a PowerPoint and started with an overview and a map showing the project location and size (14.8 sq. miles). Susanne then provided a series of maps illustrating the Napa-Sonoma Marshes Wildlife Area; historic wetlands; the salt production areas before Cargill sold to the State in 2002; and the current wetlands. She described the different wetland habitats and the pond locations while explaining the movement and concentration of brine. Susanne then presented a chronology of the area: "reclaimed" around the turn of the century for agricultural purposes; large portions converted to solar salt production in the early 1950s; and 1990s through current – wetland restoration by CDFW, USFWS, and locals. She also described the salt pond operations and then presented the restoration goals and habitat objectives for the ponds. She noted the need for a mix of habitat with an emphasis on becoming self-sustaining and focusing on the regional context. Susanne also described the project status by pond and highlighted that 3 of 12 ponds are open to tidal action. Susanne then presented the major steps in the Planning Process since 1994 and the different studies completed. She noted that the Napa efforts informed the South Bay restoration. Suzanne then described the differences between the entire project and the USACE "project" and explained why the Corps did not cost share on the recycled water pipeline based on cost/ benefit. Susanne presented the key challenges in the project-funding, Corps process, first in line, size of project, and the planning timeline and horizon. She also emphasized the need for O& M and monitoring (permit requires 15 years). Susanne presented more details on the recycled water project and how it would be used to dilute the bittern along with ambient water. Susanne then addressed Climate Change and the need for accretion and noted that alternate outcomes are acceptable. She also addressed flood management and mentioned the opening of ponds will not reduce maximum flood levels and then presented some regional considerations. Susanne ended with lessons learned and noted the total cost would be between \$50 and \$60 million. The Board Members had several questions: What is the levee near Cullinan? (Protect Highway 37 – incidental flood protection must be maintained.) Did you use any volunteer groups for planting? (No, due to problem with accessibility of sites.) What was Hamilton restoration cost? (\$300 million for 650 acres subsidized by Oakland dredging project.)

8. **New Member Request from Ross Valley Sanitary District.** Harry Seraydarian provided a PowerPoint and began with background on the efforts regarding San Rafael's membership and RVSD's inquiries about joining NBWA. Harry identified two issues related to RVSD – overlap with CMSA membership and the need to update the member operating budgets used to allocate member fees. Harry recommended approving RVSD and charging \$2,500 as an introductory fee for 2013-2014. In addition, Harry recommended that NBWA update member operating budgets for 2014-2015 and subtract RVSD's contribution to CMSA from RVSD's operating budget. The Board unanimously approved RVSD for membership.

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

10. **Items for Next Agenda.**

- * Conservation – Saving Water Partnership – Carrie Pollard, SCWA
- * Corte Madera Baylands Conceptual Sea Level Rise Adaptation Strategy, Wendy Goodfriend and Sarah Richmond, BCDC

Jack Gibson, Chair, adjourned the meeting at 11:15 a.m.

SUBJECT TO BOARD APPROVAL

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

NEXT MEETING INFORMATION:

January 3 – Marin Community Foundation, 5 Hamilton Landing, Suite 200, Novato, CA 94949

February 7 – Petaluma (Lucchesi) Community Ctr., 320 N. McDowell Blvd., Petaluma, CA 94954-Conf. Rm. 2

2014 NBWA Board of Directors' Meetings Schedule

All meetings are held on Fridays from 9:30 a.m. to 11:30 a.m.

January 3 – Marin Community Foundation, 5 Hamilton Landing, Suite 200, Novato, CA 94949

February 7 – Petaluma (Lucchesi) Community Ctr., 320 N. McDowell Blvd., Petaluma, CA 94954-Conf. Rm. 2

March 7 – Novato Sanitary District, 500 Davidson Street, Novato, CA 94945

April 11 – Conference, StoneTree Golf Club, 9 StoneTree Lane, Novato, CA 94945

May 2 – Marin Community Foundation, 5 Hamilton Landing, Suite 200, Novato, CA 94949

June 6 – Novato Sanitary District, 500 Davidson Street, Novato, CA 94945

July 11 – Marin Community Foundation, 5 Hamilton Landing, Suite 200, Novato, CA 94949

No August Meeting

September 5 – Novato Sanitary District, 500 Davidson Street, Novato, CA 94945

October 3 – Petaluma (Lucchesi) Community Ctr., 320 N. McDowell Blvd., Petaluma, CA 94954-Conf. Rm. 2

November 7 – Novato Sanitary District, 500 Davidson Street, Novato, CA 94945

December 5 – Petaluma (Lucchesi) Community Ctr., 320 N. McDowell Blvd., Petaluma, CA 94954-Conf. Rm. 2

The Marin Community Foundation - Map and Directions

Marin Community Foundation

5 Hamilton Landing
Suite 200
Novato, CA 94949

main phone: 415.464.2500

fax: 415.464.2555

Come through the courtyard between the two buildings (Hanger 5 and Hanger 6) and enter through the automatic door in the center of Hanger 5. There is an elevator or stairs to the second level. Our meeting room is called "The Redwood Room"

Going north:

a) Going north on Highway 101, take the Hamilton Field/Nave Dr. Exit. Veer right at the end of the exit ramp and follow Nave Drive going north, parallel to 101. Take a right at Main Gate Road, which leads into Hamilton. (At Crescent, Main Gate Road becomes Palm Drive.)

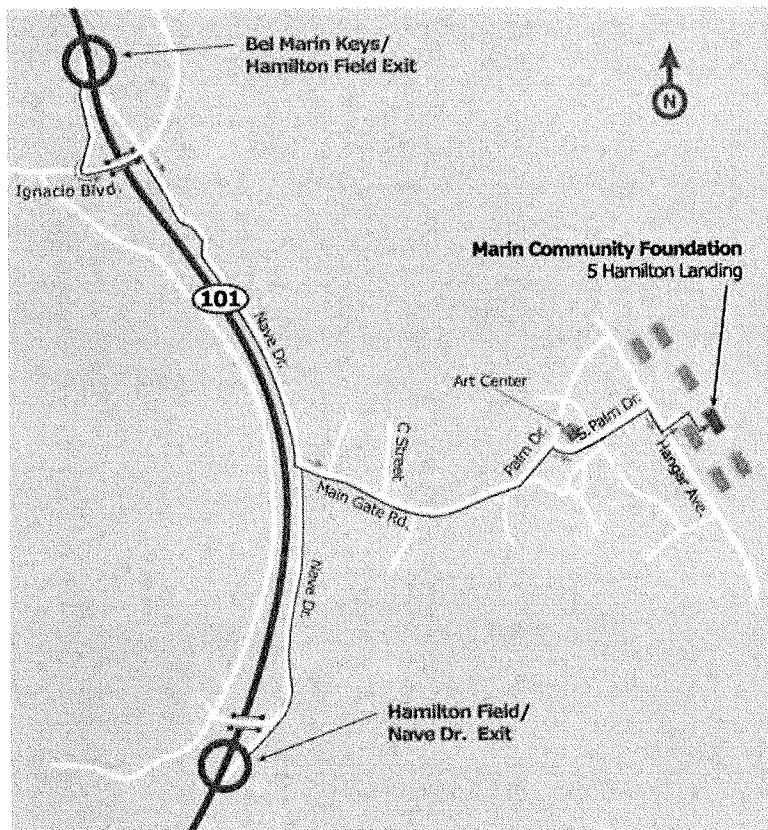
b) Continue until you reach the Arts Center, then bear right onto South Palm Drive. Take South Palm Drive to the end, turn right onto Hangar Avenue, and take an immediate left into the parking lot. MCF is in Hangar 5, at 5 Hamilton Landing. The entrance is down the pathway between Hangar 5 and Hangar 6.

Going south:

Going south on Highway 101, take the Bel Marin Keys/Hamilton Field Exit. At the end of the exit ramp, take a right onto Ignacio Blvd. After crossing the freeway, take an immediate right onto Nave Drive. Take a left onto Main Gate Road, which leads into Hamilton. (At Crescent, Main Gate Road becomes Palm Drive.) Then follow directions "b" above.

From the east bay:


Cross the Richmond-San Rafael Bridge and continue on 580 until it merges onto 101 North. Then follow the directions for "going north."



16

MEMORANDUM

To: Board of Directors

From: Terrie Kehoe, Engineering Services Representative
Drew McIntyre, Chief Engineer 

Subject: City of Novato Paving Moratorium, Measure A Group 5
r:\chief eng\eng serv rep\paving\board memo 2014.doc

January 3, 2014

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

Standard practice by the City of Novato is to adopt a five year street cut (excavation) prohibition immediately following a street pavement rehabilitation project. These excavation prohibitions (also known as paving moratorium) can have a negative impact on NMWD customers undergoing major remodels due to the need to upsize water service for fire sprinkling. The City of Novato's 2014 pavement rehabilitation projects include streets from Measure A Group 5 (Attachment 1). This information is made available from the City of Novato's website and also by mail (via public notice). When I receive paving moratorium updates I first transfer the information to NMWD's facility maps located at the NMWD Engineering Department counter. This allows both staff and customers the opportunity to see the actual areas affected by the moratorium as well at the date in which the moratorium remains in effect.

Annually, NMWD sends a direct mailing to all those consumers who will be under the current paving moratorium. This year I again used the parcel database program (Parcel Quest) that allows properties to be searched by parcel number, street address or owner name. This program also has the capabilities to print out mailing labels. In doing so I was able to search each street on the Measure A Group 5 listing, print it by parcel number, service number and mailing address. In this way I have a quick reference of what was sent out and know that everyone on that street was contacted. At the first of this year we sent out 568 notices (26 of which referenced NMWD's water main replacement project on Shields Lane prior to paving). The paving moratorium has an approximate start date of July 2014 and will last five years.

RECEIVED

DEC 02 2013



THE CITY OF
NOVATO
CALIFORNIA

CITY OF NOVATO
NOTICE OF PUBLIC HEARING

ON PROHIBITION OF EXCAVATION IN THE TRAVELED WAY OF THE REFERENCED STREET REHABILITATION LIST PURSUANT TO CHAPTER XV, SECTION 15-2.54

WHERE: **901 SHERMAN AVENUE, NOVATO**

WHEN: **DECEMBER 17, 2013 AT 6:30PM**

Notice is hereby given that the City of Novato is considering pavement rehabilitation in the traveled way of the following streets:

(See Exhibit 'A' attached hereto and made a part hereof)

In order to control the unwarranted excavation of newly paved streets, the City Council of the City of Novato will entertain the adoption of a resolution on that night to consider such a prohibition for a period of five (5) years following the completion of placement of the proposed paving.

The proposed prohibition of excavation will affect public utility and utility companies, districts, abutting property owners, etc., and will necessitate completion of all anticipated street excavation prior to placement of proposed paving. The earliest proposed commencement date for paving is **July 2014. Residents and businesses intending to make structural improvements to existing and new properties may need to install automatic fire sprinkler systems, which could require street excavation. As such, if you are planning such improvements, please contact the Novato Fire Protection District Fire Marshall at (415) 878-2690.**

The hearing will provide an opportunity for the City Council to receive and consider objections from property owners and others having a valid interest in the proposed prohibition of excavation. **All protests must be presented in writing.**

Further information regarding this notice may be obtained by contacting Petr Skala, Engineer II with the City of Novato, Department of Public Works, Engineering Division, at City Hall, 922 Machin Avenue, Novato, CA 94945, in person, by correspondence, by email to pskala@novato.org or by telephone (415) 899-8237. He may be contacted during regular work hours Monday through Friday with the exception of every other Friday off; or, by special arrangement.

SHERI HARTZ
CITY CLERK

EXHIBIT 'A'

PROHIBITION OF EXCAVATION FOR FIVE (5) YEARS

| | Road Name | Begin | End |
|----|--------------------|------------------|----------------------------|
| 1 | ALBATROS DRIVE | TOPAZ DR | NORTH END |
| 2 | ALMOND COURT | LARCH DR | NORTH END |
| 3 | ANGELICA COURT | VINEYARD RD | EAST END |
| 4 | BRIARWOOD COURT | REDWOOD BLVD | EAST END |
| 5 | BUTTERFIELD DRIVE | SOUTH CUL DE SAC | NORTH CUL DE SAC |
| 6 | CLARITA COURT | VINEYARD RD | EAST END |
| 7 | COBBLESTONE COURT | WOOD HOLLOW DR | SOUTH END |
| 8 | FERNANDO DRIVE | LOUIS DR | EAST END |
| 9 | FIELDSTONE DRIVE | WOOD HOLLOW DR | BUTTERFIELD DR |
| 10 | KNOLL TOP COURT | KNOLL TOP WAY | SOUTH END |
| 11 | KNOLL TOP WAY | ROBINHOOD DR | KNOLL TOP CT |
| 12 | LARCH DRIVE | REDWOOD BLVD | EAST END |
| 13 | LEA DRIVE | OLIVE AVE | Mc CLELLAND DR |
| 14 | LOUIS DRIVE | DAVIDSON ST | FERNANDO DR |
| 15 | MANUEL DRIVE | DAVIDSON ST | LOUIS DR |
| 16 | MARIN VALLEY DRIVE | BOLLING DR | 1530 FT SOUTH |
| 17 | MCCLAY ROAD | CENTER RD | DOW LN |
| 18 | NOGALES COURT | McCLAY RD | END |
| 19 | OAK VALLEY DRIVE | SUTRO AVE | CITY LIMIT |
| 20 | PIMENTEL COURT | GALLI DR | EAST END |
| 21 | ROBINHOOD DRIVE | OLIVE AVE | 2000 FT NORTH OF OLIVE AVE |
| 22 | ROBLAR DRIVE | NAVE DR | NORTH END |
| 23 | SANTANA ROAD | TOPAZ DR | ALBATROSS DR |
| 24 | SHIELDS LANE | WILSON AVE | END |
| 25 | SUNDANCE WAY | BUTTERFIELD DR | WOOD HOLLOW DR |
| 26 | TOPAZ DRIVE | ALBATROSS DR | EAST END |
| 27 | TOPAZ DRIVE | BAHIA RD | SANTANA RD |
| 28 | ZOILA COURT | ANGELICA CT | SOUTH END |

17

DISBURSEMENTS - DATED DECEMBER 19, 2013

Date Prepared: 12/17/13

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

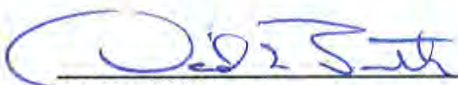
| Seq | Payable To | For | Amount |
|-----|--------------------------------|--|------------|
| 1 | 101 Office Products | Quarterly Toner Supply (14 Black, 2 Color) | \$1,593.92 |
| 2 | ADTS | Annual Drug & Alcohol Testing Compliance Program (12 Employees) | 780.00 |
| 3 | Alpha Analytical Labs | Lab Testing (Novato Area) | 48.00 |
| 4 | Ashley Apartments | Refund on Closed Account | 52.57 |
| 5 | AT&T | Telephone Charges: Leased Lines | 818.23 |
| 6 | Automation Direct | Wireless Network Cords for PLC's | 402.00 |
| 7 | Badger Meter | 1 1/2" Meters (6) | 1,816.18 |
| 8 | Blue Mountain Air | Refund Overpayment on Closed Account | 97.99 |
| 9 | Borges & Mahoney | Repair Chlorine Feed on Vacuum Regulator (STP) | 507.19 |
| 10 | Brown, Holly | Novato "Washer Rebate" Program | 50.00 |
| 11 | Bulrice, Julie | Novato "Toilet Rebate" Program | 100.00 |
| 12 | Bundesen, Gerald | Retiree Exp Reimb (Dec Health Ins) | 282.55 |
| 13 | Butti, Lou | Retiree Exp Reimb (Dec Health Ins) | 282.55 |
| 14 | CA Department of Public Health | Exam Fee for Water Distribution Operator D3 (\$100) (Jennison), Renewal Fee for T4 Certification Renewal (\$105) (Budget \$110) (Jennison) & Operation Certification Renewal D1 (3/14-2/15) (Venegas) (\$120) (Budget \$0) | 325.00 |
| 15 | California State Disbursement | Wage Assignment Order | 1,018.50 |
| 16 | Carpenter Rigging & Supply | Grip Latch Hooks (2) | 279.92 |
| 17 | The Climate Registry | Annual Membership Dues (Clark) (1/14-12/14) (Budget \$770) | 750.00 |
| 18 | CSW/Stuber-Stroeh Engineering | Engineering Services: NMWD Aqueduct Energy Efficiency Project (Balance Remaining on Contract \$164,455) | 48,336.86 |

| Seq | Payable To | For | Amount |
|-----|-----------------------------|--|-----------|
| 19 | Diggs, James | Retiree Exp Reimb (Dec Health Ins) | 884.31 |
| 20 | Environmental Science Assoc | Progress Payment #29: CEQA Construction Task for RW South Project (Balance Remaining on Contract \$24,613) | 3,498.54 |
| 21 | Estero Mutual Water | Electricity Used at Oceana Marin by NMWD from Estero Mutual Water's PG&E Meter (2009-2013) | 6,942.14 |
| 22 | Fisher Scientific | Hydrochloric Acid (\$95) & Case for Portable pH Meter (\$86) (Lab) | 182.05 |
| 23 | Gauci, Kenneth | Novato "Washer Rebate" Program | 50.00 |
| 24 | GHD | Engineering Services: Aqueduct Relocation (Balance Remaining on Contract \$61,233) | 1,584.00 |
| 25 | | Cafeteria Plan Uninsured Medical Reimbursement | 90.86 |
| 26 | Grainger | Diamond Saw Blades (2) (\$396), Carbide Hole Saw, Tie Down Straps (4) (\$110), Wire Labels Maker Refills (6) (\$209) & Caster Wheels (4) (\$130) | 908.57 |
| 27 | Grossi, George | Reimbursement for Cost to Remove & Dispose of Manure from Grossi Dairy | 12,000.00 |
| 28 | Gutierrez, Jose | Novato "Washer Rebate" Program | 50.00 |
| 29 | Hodes, Bryan & Heidi | Novato "Washer Rebate" Program | 50.00 |
| 30 | Japp, Russell | Novato "Washer Rebate" Program | 50.00 |
| 31 | Kenney, Stephen | Novato "Washer Rebate" Program | 50.00 |
| 32 | Kocen, Norleen Nibbi | Novato "Toilet Rebate" Program | 100.00 |
| 33 | Lincoln Life | Deferred Compensation PPE 12/15/13 | 14,422.06 |
| 34 | Manzoni, Kyle | Novato "Toilet Rebate" (\$100) & "Washer Rebate" Program (\$50) | 150.00 |
| 35 | Marinscope | Subscription Renewal (DeGabriele) (9/13-8/14) (Budget \$50) | 49.00 |
| 36 | Maselli & Sons | Bolts & Nuts (2) | 16.43 |
| 37 | Matchette, Tim | Retiree Exp Reimb (Dec Health Ins) | 282.55 |

| Seq | Payable To | For | Amount |
|-----|--------------------------------|---|------------|
| 38 | McCampbell Analytical | Lead Testing | 51.00 |
| 39 | McMaster-Carr Supply | Pipe Plugs for Backflow (18) | 40.72 |
| 40 | McPhail, Jeff | Refund Overpayment on Closed Account | 127.83 |
| 41 | Molloy, Greg | Novato "Washer Rebate" Program | 50.00 |
| 42 | Moreci, Ed | Novato "Washer Rebate" Program | 50.00 |
| 43 | MSC Industrial Supply | PVC Caps (10) & Barbed Splicers (40) | 62.56 |
| 44 | Nationwide Retirement Solution | Deferred Compensation PPE 12/15/13 | 1,025.00 |
| 45 | North Marin Water District SRF | STP State Revolving Fund Loan & Principal & Interest (Pymt 9 of 40) | 574,460.90 |
| 46 | Pace Supply | Ball Valves (40) (\$277), Test Cocks (40) (\$373), Hydrant Bury (6) (\$2,096) & Coupling (\$219) | 2,964.87 |
| 47 | Peterson Trucks | Diagnose Stalling & Heater Control (\$781) ('06 Intl Crew Truck) & Cam Sensor (\$90) (Less Credit Received \$389) | 482.54 |
| 48 | PG&E | Power: Bldgs/Yard (\$2,708), Rectifier/Controls (\$402), Pumping (\$24,476), Treatment (\$131) & Other (\$379) | 28,096.46 |
| 49 | PG&E | Refund Security Deposit on Hyd Meter Less Final Bill | 680.76 |
| 50 | Phillips & Associates | November O&M of O.M. Wastewater Treatment System | 5,311.43 |
| 51 | Pozo, Carol | Novato "Toilet Rebate" Program | 100.00 |
| 52 | Rebelo, Frank | Commercial "Toilet Rebate" Program | 100.00 |
| 53 | | Cafeteria Plan: Childcare Reimbursement | 208.33 |
| 54 | Richter, John | Novato "Washer Rebate" Program | 50.00 |
| 55 | Riedel, Linda | Novato "Washer Rebate" Program | 50.00 |
| 56 | Roberts, Renee | Retiree Exp Reimb (Dec Health Ins) | 282.55 |
| 57 | | Cafeteria Plan: Uninsured Medical Reimbursement | 50.00 |
| 58 | Rodoni, Dennis | WAC/TAC Coordination Meeting on 10/18/13 | 100.00 |

| Seq | Payable To | For | Amount |
|-----|------------------------------|---|----------------------------|
| 59 | Rogers Machinery | Replacement Rotary Air Compressor (STP) | 22,497.92 |
| 60 | Salkin, Marlene | Refund Overpayment on Closed Account | 123.45 |
| 61 | Salter, Pam | Novato "Toilet Rebate" Program | 200.00 |
| 62 | Schulze, James & Maria | Novato "Toilet Rebate" Program | 100.00 |
| 63 | Shirrell Consulting Services | December Dental Insurance Admin Fee | 288.15 |
| 64 | Shirrell Consulting Services | November Dental Expense | 2,355.00 |
| 65 | Soiland | Asphalt Recycling | 20.00 |
| 66 | Sonsray Machinery | Brake Repair Parts ('93 Case Loader) | 352.57 |
| 67 | Spezzano, Jill | Novato "Smart Irrigation Controller" Rebate (\$120) & Novato Water Smart Landscape Efficiency Program Residential Rebate (\$27) | 146.99 |
| 68 | | Vision Reimbursement & Cafeteria Plan: Uninsured Medical Reimbursement | 38.06 |
| 69 | Thomer, Jane | Novato "Washer Rebate" Program | 50.00 |
| 70 | US Bank | November Safekeeping Fee-Treasury Securities | 52.50 |
| 71 | Verizon California | Telephone Charges: Leased Lines | 832.50 |
| 72 | Verizon Wireless | Cellular Charges: Data (\$118) & Airtime (\$133) (19) | 250.62 |
| 73 | Walls, Chester | Novato "Washer Rebate" Program | 50.00 |
| 74 | | Cafeteria Plan: Childcare Reimbursement | 1,916.62 |
| | | TOTAL DISBURSEMENTS | <u>\$742,521.30</u> |

The foregoing payroll and accounts payable vouchers totaling \$742,521.30 are hereby approved and authorized for payment.



Auditor-Controller

12/17/13

Date



General Manager

12/17/2013

Date

DISBURSEMENTS - DATED DECEMBER 26, 2013

Date Prepared: 12/24/13


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

| <u>Seq</u> | <u>Payable To</u> | <u>For</u> | <u>Amount</u> |
|------------|-------------------------------|---|---------------|
| P/R* | Employees | Net Payroll PPE 12/15/13 | \$117,642.66 |
| EFT* | US Bank | Federal & FICA Taxes PPE 12/15/13 | 45,991.21 |
| EFT* | State of California | State Tax & SDI PPE 12/15/13 | 8,491.73 |
| 1 | Advanced Reproduction Center | Plans & Specs (45 sets) (Balance Remaining on Contract \$1,136) (AEEP B-3) | 3,376.69 |
| 2 | Agile Business & Technology | Timesheet Software Enhancements (\$525) & Quarterly Accounting Software Support (11/1/13-1/31/14) (\$1,500) | 2,025.00 |
| 3 | Alternative Roofing Solutions | Roof Repair & Maintenance (15 Gustafson Ct) | 1,200.00 |
| 4 | Athens Administrators | December Workers' Comp Admin Fee | 1,000.00 |
| 5 | AT&T | Telephone Charges: Leased Lines | 63.30 |
| 6 | Backflow Distributors | Backflow Repair Parts | 2,211.34 |
| 7 | Bank of Marin | Bank of Marin Loan & Principal & Interest (Pymt 26 of 240) | 46,066.67 |
| 8 | Barr, Brian | Novato "Washer Rebate" Program | 50.00 |
| 9 | Bastogne | Refund Overpayment on Account | 75.00 |
| 10 | Borges & Mahoney | Service on Vacuum Regulator (STP) | 501.72 |
| 11 | Calif Public Health Services | Large Water System Fees (7/1/12-6/30/13) | 6,673.34 |
| 12 | CalPERS Retirement System | Pension Contribution PPE 12/15/13 | 49,152.41 |
| 13 | Chang, Jean | Novato "Toilet Rebate" Program | 300.00 |
| 14 | Cummings Trucking | Rock (64 yds) | 2,251.65 |
| 15 | Demil, Pauline | Novato "Toilet Rebate" Program | 300.00 |
| 16 | Eilerman, Robert | Novato "Washer Rebate" Program | 50.00 |

| Seq | Payable To | For | Amount |
|-----|----------------------------|--|----------|
| 17 | Farwest Corrosion Control | Scotchkote (6 qts) (\$212) & Freight Charges from Previous Invoice (\$90) | 302.13 |
| 18 | Ghilotti Construction | Refund Security Deposit on Hydrant Meter Less Final Bill | 273.62 |
| 19 | Golden Gate Petroleum | Gasoline (\$3.58/gal) & Diesel (\$3.78/gal) | 2,897.03 |
| 20 | Grainger | Light Bulbs (24) | 66.96 |
| 21 | Hallstrom, Nita | Novato "Toilet Rebate" Program | 100.00 |
| 22 | Halsing, Eric | Novato "Washer Rebate" Program | 50.00 |
| 23 | InfoSend | November Processing Fee for Water Bills (\$1,495), Postage (\$4,054) & Programming OCR Line Revision (\$300) | 5,848.96 |
| 24 | Joyce, Susanne | Novato "Toilet Rebate" Program | 100.00 |
| 25 | | Cafeteria Plan: Uninsured Medical Reimbursement | 10.00 |
| 26 | Kenwood Fence | Fence Replacement (15 Gustafson Ct) (\$2,745 to be Paid by Adjacent Homeowners) | 5,491.25 |
| 27 | KTA-TATOR | Peer Review of District's Tank Coating Specifications (Balance Remaining on Contract \$12,880) | 2,120.00 |
| 28 | Mackey, John | Novato "Washer Rebate" Program | 50.00 |
| 29 | Maltby Electric | Electrical Supplies | 32.77 |
| 30 | Mansi, Susan | Novato "Washer Rebate" Program | 50.00 |
| 31 | Martinez, Gudelia | Novato "Washer Rebate" Program | 50.00 |
| 32 | MegaPath | DSL Internet (12/12/13-1/11/14) | 142.88 |
| 33 | MGE Underground | Refund Security Deposit on Hydrant Meter Less Final Bill | 566.25 |
| 34 | Novato Disposal Service | November Trash Removal | 413.20 |
| 35 | Pace Supply | Box Lids (110) (\$2,554), Hydrants (2) (\$2,333), Adaptors (2), Couplings (8) (\$57), Els (9) (\$91), Bushings (4), Nipples (14) (\$135) & Meter Box (\$510) | 5,702.42 |
| 36 | Point Reyes Prop Mgmt Assn | December HOA Dues (25 Giacomini Rd) | 75.05 |

| Seq | Payable To | For | Amount |
|----------------------------|-------------------------------|--|----------------------------|
| 37 | Preferred Alliance | Pre-Employment Physical (Kehoe) | 42.00 |
| 38 | Raven Linings Systems | Epoxy (6 pints) | 113.00 |
| 39 | Red Wing Shoe Store | Safety Boots (Garrett, Ortiz & Baccei) | 581.47 |
| 40 | | Cafeteria Plan: Uninsured Medical Reimbursement | 17.53 |
| 41 | Sequoia Safety Supply | Safety Glasses (24) (\$81), Ibuprofen (300) & Anti Fog Wipes (\$100) | 102.11 |
| 42 | Soiland | Asphalt Recycling (6 tons) | 20.00 |
| 43 | Sonoma County Water Agency | November Contract Water | 452,880.90 |
| 44 | State Water Resources Control | Clean Drinking Water State Revolving Fund Loan, Principal & Interest RW S Phase 1A (\$65,599) & Phase 1B (\$153,039) | 218,637.25 |
| 45 | Steussy, Richard | Novato "Washer Rebate" Program | 50.00 |
| 46 | Syar Industries | Asphalt (1 ton) | 99.11 |
| 47 | Township Building Services | Bathroom Supplies (\$182) & November Janitorial Service (\$1,796) | 1,978.57 |
| 48 | Verizon California | Telephone Charges: Leased Lines | 289.43 |
| 49 | White Cap Construction | Burlap Bags for Sand (250) | 228.82 |
| 50 | Wilroy Jr, James | Novato "Toilet Rebate" Program | 300.00 |
| 51 | Wise, Jonathan | Novato "Toilet Rebate" Program | 100.00 |
| TOTAL DISBURSEMENTS | | | <u>\$987,205.43</u> |

The foregoing payroll and accounts payable vouchers totaling \$987,205.43 are hereby approved and authorized for payment.



Auditor-Controller

12/23/13

Date



General Manager

12/23/2013

Date

DISBURSEMENTS - DATED JANUARY 2, 2014

Date Prepared: 12/30/13

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

| Seq | Payable To | For | Amount |
|-----|-------------------------------|--|------------|
| 1 | American Family Life Ins | December Employee Contribution for Accident, Disability & Cancer | \$4,065.07 |
| 2 | Baker, Jack | December Director's Fee | 200.00 |
| 3 | California State Disbursement | Wage Assignment Order | 1,018.50 |
| 4 | Core Utilities | Consulting Services: November IT Support (\$5,000), Program & Scada Modifications (\$1,025), Corrected Recycled Water Meter for Billing (\$50), Corrected Weather Information Display on Home Page (\$150) & Constructed Interface for US Bank Online Bill Pay (\$3,350) | 9,575.00 |
| 5 | Electrical Equipment | Electrical Parts for Air Compressor (2) (STP) | 118.16 |
| 6 | Fauss, Dennis | Novato "Washer Rebate" Program | 50.00 |
| 7 | Fisher Scientific | pH Strips (100) (\$101) & Reagent (Lab) | 137.28 |
| 8 | Fraites, Rick | December Director's Fee (\$200), & North Bay Watershed Association Meeting on 12/6/13 (\$100) | 300.00 |
| 9 | Frost, Nancy | Novato "Cash for Grass" Program | 400.00 |
| 10 | Funke, Lutz | Novato "Toilet Rebate" Program | 200.00 |
| 11 | Grainger | Concrete Anchors (100) (\$53), Knee Boots (2) (\$79) & Hip Boots (2) (\$189) | 320.81 |
| 12 | Groeniger | 5/8" Hex Nuts (\$201) (325), Reducer & Valve | 290.18 |
| 13 | Hach | pH Storage Solution & Delivery Tube (STP) | 56.55 |
| 14 | Hertz Equipment Rental | John Deer Loader Rental & Delivery (11/8-12/8/13) | 1,591.40 |
| 15 | John's Plumbing Service | Replacement 48 gal Water/Space Heater (25 Giacomini Rd) | 3,111.58 |

| Seq | Payable To | For | Amount |
|-----|--------------------------------|---|-----------|
| 16 | Kaiser Foundation Health Plan | DMV/DOT Medical Exam (Reed) & Pre-Employment Physical (Kehoe) | 135.00 |
| 17 | Kaplan, Brian | Novato "Washer Rebate" Program | 50.00 |
| 18 | Lincoln Life | Deferred Compensation PPE 12/31/13 | 12,087.49 |
| 19 | Maltby Electric | Cable Splice Kit (\$699), 2" PVC Repair Coupling (\$50), Disconnect Switches for STP Air Compressors (\$214), Cord Connectors, Electrical Junction Box (\$143) & Disconnect Switches for Parts Washer (\$116) | 1,236.58 |
| 20 | Marin Reprographics | Bond Paper (36" x 150") (4) | 213.64 |
| 21 | McLellan, WK | Misc Paving (Novato Area) (3,481 S.F.) (Balance Remaining on Contract \$10,120) | 19,880.25 |
| 22 | | Wage Assignment Order | 284.00 |
| 23 | Nationwide Retirement Solution | Deferred Compensation PPE 12/31/13 | 1,025.00 |
| 24 | Olson, Arthur | Novato "Toilet Rebate" Program | 500.00 |
| 25 | Pace Supply | Couplings (17) (\$229), Box Lids (30) (\$690), Flange Setter (\$362), Double-Check Detector (\$2,911) & Caps (9) (\$168) | 4,308.74 |
| 26 | Petaluma Elks Lodge #901 | Hall Rental for 2013 Holiday Party | 1,455.00 |
| 27 | NMWD Petty Cash | Petty Cash Reimbursement | 114.97 |
| 28 | Petterle, Stephen | December Director's Fee | 200.00 |
| 29 | Prunuske Chatham | Prog Pymt#2: Site Assessment & Prep: 2013 Leveroni Creek Bank Stabilization (Balance Remaining on Contract \$919) | 1,900.56 |
| 30 | Reed, Corey | Exp Reimb: T-2 Certification (\$60) (Budget \$80), & Grade 2 Exam Fee (\$65) | 125.00 |
| 31 | Edith Robbins | Engineering Services: Novato H.S., San Marin H.S. & San Ramon Elementary Multi (Balance Remaining on Contract \$14,711) | 4,006.76 |
| 32 | Rodoni, Dennis | December Director's Fee (\$200) & TAC Meeting in Santa Rosa on 12/2/13 (\$100) | 300.00 |
| 33 | Rogers Machinery | Lubricating Oil (1 gal) | 131.63 |

| Seq | Payable To | For | Amount |
|-----|----------------------------|--|---|
| 34 | Schoonover, John | December Director's Fee Less Deferred | 150.00 |
| 35 | Scott's Concrete | Replace Concrete Driveway Patches @ Garey Ct. | 1,175.00 |
| 36 | Sequoia Safety Supply | Safety Vests (2) (\$47), Rain Jacket, Overalls & Safety Glasses (12) | 148.27 |
| 37 | Soiland | Asphalt Recycling (7 tons) | 20.00 |
| 38 | | Cafeteria Plan: Uninsured Medical Reimbursement | 165.28 |
| 39 | Strahm Communications | Winter 2014 Waterline Postage | 2,802.80 |
| 40 | Sugiyama, Curt | Novato "Washer Rebate" Program | 50.00 |
| 41 | United Parcel Service | Delivery Service: Sent Plans & Specs for AEEP Reaches A-D/MSN B3 | 152.85 |
| 42 | Verizon California | Telephone Charges: Leased Lines | 315.55 |
| 43 | Verizon Wireless | November CIMIS Station Data Transfer Fee (2) | 29.09 |
| 44 | Watt, Douglas | Novato "Toilet Rebate" Program | 200.00 |
| 45 | Workforce Boots & Clothing | Safety Boots (Roberto) | 192.66 |
| | | TOTAL DISBURSEMENTS | <u>192.66</u> <u>\$74,790.65</u> |

The foregoing payroll and accounts payable vouchers totaling \$74,890.65 are hereby approved and authorized for payment.



Auditor-Controller

12/30/13

Date



General Manager

12/30/2013


Date

NORTH MARIN WATER DISTRICT CHECK REQUEST





| | |
|--------------------|---|
| PAYEE RICK FRAITES | |
| 50 Forrest Rd | DATE <u>12/17/13</u> <small>(TODAY'S DATE)</small> |
| Novato, CA 94947 | AMOUNT: \$100.00 |

I attended the North Bay Watershed Association on 12/16/13
(NAME OF MEETING OR WORKSHOP) (DATE OF MEETING)

and wish to be compensated as provided under the Board Compensation Policy.


 SIGNATURE

CHARGE TO: 56001-01-11

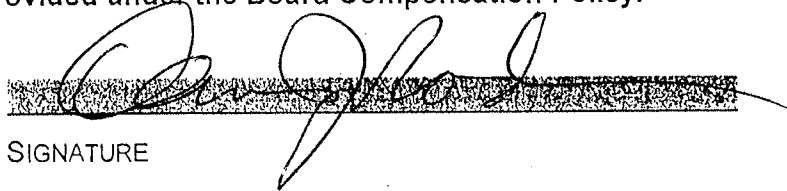
| <p>DISPOSITION OF CHECK</p> <p><input checked="" type="checkbox"/> MAIL TO PAYEE</p> <p><input type="checkbox"/> HOLD FOR _____</p> <p><input type="checkbox"/> OTHER _____</p> <p style="text-align: center;"> APPROVED TO PAY BY</p> <p><small>T:\FORMS\CHECK REQUEST FOR BOARD.DOC REV. 0213</small></p> | <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%; padding: 2px;">Prepared By</td> <td style="width: 15%; padding: 2px;">Accounting Review</td> <td style="width: 15%; padding: 2px;">POST DATE</td> <td style="width: 15%; padding: 2px;">Vendor No.</td> <td rowspan="2" style="width: 40%; text-align: center; padding: 5px;">  </td> </tr> <tr> <td style="padding: 2px;"><u>RF</u></td> <td style="padding: 2px;"></td> <td style="padding: 2px;"><u>12/13</u></td> <td style="padding: 2px;"><u>FRA102</u></td> </tr> </table> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 33%; padding: 2px;">Invoice Number (CK Req ID)</td> <td style="width: 33%; padding: 2px;">Invoice (CK Req) Date</td> <td style="width: 34%; padding: 2px;">Invoice (CK Req) Amount</td> </tr> <tr> <td style="padding: 2px;"><u>CKRQ 121713</u></td> <td style="padding: 2px;"><u>12/17/13</u></td> <td style="padding: 2px; text-align: center;"><u>\$100.00</u></td> </tr> </table> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 100%; padding: 2px;">NMWD Comment</td> </tr> <tr><td style="height: 20px;"></td></tr> <tr><td style="height: 20px;"></td></tr> <tr><td style="height: 20px;"></td></tr> <tr><td style="height: 20px;"></td></tr> </table> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 50%; padding: 2px;">Job Number</th> <th style="width: 25%; padding: 2px;">GL Account</th> <th style="width: 25%; padding: 2px;">Amount</th> </tr> </thead> <tbody> <tr> <td style="padding: 2px;"></td> <td style="padding: 2px; text-align: center;"><u>56001-01-11</u></td> <td style="padding: 2px; text-align: center;"><u>\$100.00</u></td> </tr> <tr><td style="padding: 2px;"></td><td style="padding: 2px;"></td><td style="padding: 2px;"></td></tr> <tr><td style="padding: 2px;"></td><td style="padding: 2px;"></td><td style="padding: 2px;"></td></tr> <tr><td style="padding: 2px;"></td><td style="padding: 2px;"></td><td style="padding: 2px;"></td></tr> <tr> <td colspan="2" style="text-align: right; padding: 2px;">TOTAL</td> <td style="padding: 2px; text-align: center;">\$100.00</td> </tr> </tbody> </table> | Prepared By | Accounting Review | POST DATE | Vendor No. |  | <u>RF</u> | | <u>12/13</u> | <u>FRA102</u> | Invoice Number (CK Req ID) | Invoice (CK Req) Date | Invoice (CK Req) Amount | <u>CKRQ 121713</u> | <u>12/17/13</u> | <u>\$100.00</u> | NMWD Comment | | | | | Job Number | GL Account | Amount | | <u>56001-01-11</u> | <u>\$100.00</u> | | | | | | | | | | TOTAL | | \$100.00 |
|---|---|-------------------------|-------------------|---|------------|---|-----------|--|--------------|---------------|----------------------------|-----------------------|-------------------------|--------------------|-----------------|-----------------|--------------|--|--|--|--|------------|------------|--------|--|--------------------|-----------------|--|--|--|--|--|--|--|--|--|--------------|--|-----------------|
| Prepared By | Accounting Review | POST DATE | Vendor No. |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <u>RF</u> | | <u>12/13</u> | <u>FRA102</u> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Invoice Number (CK Req ID) | Invoice (CK Req) Date | Invoice (CK Req) Amount | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <u>CKRQ 121713</u> | <u>12/17/13</u> | <u>\$100.00</u> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| NMWD Comment | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| Job Number | GL Account | Amount | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | <u>56001-01-11</u> | <u>\$100.00</u> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| TOTAL | | \$100.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

NORTH MARIN WATER DISTRICT CHECK REQUEST




| | |
|-----------------------------|---------------------|
| PAYEE DENNIS RODONI | DATE <u>12/3/13</u> |
| P.O. Box 872 | (TODAY'S DATE) |
| Pt. Reyes Station, CA 94956 | AMOUNT: \$100.00 |


I attended the TAC meeting in Santa Rosa on 12/2/13
(NAME OF MEETING OR WORKSHOP) AS WAC Vice Chair (DATE OF MEETING)

and wish to be compensated as provided under the Board Compensation Policy.


SIGNATURE

CHARGE TO: 56001-01-11

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| DISPOSITION OF CHECK <input type="checkbox"/> MAIL TO PAYEE <input type="checkbox"/> HOLD FOR _____ <input checked="" type="checkbox"/> OTHER: <u>ACH PAYMENT</u> | <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%; padding: 2px;">Prepared By <u>DR</u></td> <td style="width: 25%; padding: 2px;">Accounting Review</td> <td style="width: 25%; padding: 2px;">POST DATE <u>12/13</u></td> <td style="width: 25%; padding: 2px;">Vendor No. RODO01</td> <td rowspan="2" style="text-align: center; padding: 5px;">  </td> </tr> <tr> <td style="padding: 2px;">Invoice Number (CK Req ID) <u>CKRQ 120313</u></td> <td style="padding: 2px;">Invoice (CK Req) Date <u>12/3/13</u></td> <td colspan="2" style="padding: 2px;">Invoice (CK Req) Amount <u>\$100.00</u></td> </tr> <tr> <td colspan="5" style="padding: 5px;"> NMWD Comment: _____ _____ _____ _____ _____ </td> </tr> <tr> <td colspan="3" style="padding: 2px;">Job Number</td> <td style="padding: 2px;">GL Account</td> <td style="padding: 2px;">Amount</td> </tr> <tr> <td colspan="3" style="padding: 2px;"></td> <td style="padding: 2px;">56001-01-11</td> <td style="padding: 2px;">\$100.00</td> </tr> <tr> <td colspan="3" style="padding: 2px;"></td> <td style="padding: 2px;"></td> <td style="padding: 2px;"></td> </tr> <tr> <td colspan="3" style="padding: 2px;"></td> <td style="padding: 2px;"></td> <td style="padding: 2px;"></td> </tr> <tr> <td colspan="3" style="padding: 2px;"></td> <td style="padding: 2px;"></td> <td style="padding: 2px;"></td> </tr> <tr> <td colspan="3" style="padding: 2px;"></td> <td style="padding: 2px;"></td> <td style="padding: 2px;"></td> </tr> <tr> <td colspan="3" style="padding: 2px;"></td> <td style="padding: 2px; text-align: right;">TOTAL</td> <td style="padding: 2px; text-align: right;">\$100.00</td> </tr> </table> | Prepared By <u>DR</u> | Accounting Review | POST DATE <u>12/13</u> | Vendor No. RODO01 |  | Invoice Number (CK Req ID) <u>CKRQ 120313</u> | Invoice (CK Req) Date <u>12/3/13</u> | Invoice (CK Req) Amount <u>\$100.00</u> | | NMWD Comment: _____ _____ _____ _____ _____ | | | | | Job Number | | | GL Account | Amount | | | | 56001-01-11 | \$100.00 | | | | | | | | | | | | | | | | | | | | | | | | TOTAL | \$100.00 |
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APPROVED TO PAY BY



RON CHAPMAN, MD, MPH
Director & State Health Officer

State of California—Health and Human Services Agency
California Department of Public Health



EDMUND G. BROWN JR.
Governor

DEC 27 2013

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DEC 31 2013

North Marin Water District

Mr. Chris DeGabriele
General Manager
North Marin Water District
999 Rush Creek Place
Novato, CA 94945

Dear Mr. DeGabriele:

WATER SECURITY, CLEAN DRINKING WATER, COASTAL AND BEACH PROTECTION ACT OF 2002 WATER CODE, DIVISION 26.5 COMMENCING WITH SECTION 79500 (PROPOSITION 50) CHAPTER 4a.1, FUNDING FOR NORTH MARIN WATER DISTRICT, PROJECT NO. P50-2110006-262

Your application for funding under Proposition 50, Safe Drinking Water Security, Clean Drinking Water, Coastal and Beach Protection Act of 2002, has been reviewed by the California Department of Public Health (CDPH) and the Department of Water Resources. CDPH has determined that Project number P50-2110006-262, as proposed by North Marin Water District, is eligible for a grant in the amount of \$1,486,000.

Enclosed are the Proposition 50, Letter of Commitment (LOC), and Funding Agreement No. 5013A111, between North Marin Water District and the State of California. This Funding Agreement provides for a maximum grant of \$1,486,000, to assist your community in meeting safe drinking water standards for its domestic water supply.

Please note that a Funding Agreement resolution, which has been reviewed and approved by CDPH, must be adopted prior to signing the Funding Agreement.

Please sign the LOC and all five signature pages of the enclosed Funding Agreement and **return the signed LOC and all five signature pages with the Funding Agreement no later than thirty (30) calendar days following the date of this letter.**

Please mail the signed LOC and Funding Agreement with the five signature pages and executed Resolution to:

DEC 27 2013

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DEC 27 2013

North Marin Water District

**California Department of Public Health
Division of Drinking Water and Environmental Management
Project Support Unit
Attn: Anne Novak
1616 Capitol Avenue, MS 7408
P.O. Box 997377
Sacramento, CA 95899-7377**

In order for the Funding Agreement to be executed by CDPH, the following items must also be submitted to CDPH with the signed Funding Agreement:

1. A signed LOC;
2. A completed and signed Payee Data Record (STD 204);
3. All five signature pages of the Funding Agreement with the original signatures.

There are additional requirements which must be met **prior** to disbursement of funds to North Marin Water District. Please review the fully executed Funding Agreement **in detail** once you have received it. Be aware that North Marin Water District must submit its first claim for reimbursement not later than **90 calendar days** following the date of execution of the Funding Agreement.

Failure to comply with any of the terms and conditions or requirements above or in the LOC and/or Funding Agreement may result in CDPH withdrawing the Funding Agreement.

CDPH commends the North Marin Water District for taking steps to enhance the provision and protection of the drinking water supplied to its consumers.

If you have any questions regarding this letter, please contact Brian Kinney at (916) 449-5630.

Sincerely,



David M. Mazzer, Ph.D.
Acting Division Chief
Division of Drinking Water and Environmental Management

Enclosures: Letter of Commitment Attachment
Std. 204 Payee Data Record

DEC 27 2013

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

Janice Thomas
District Engineer
Division of Drinking Water and
Environmental Management
California Department of Public Health
50 D Street, Suite 200
Santa Rosa, CA 95404-4752

Stefan Cajina
Regional Engineer
Division of Drinking Water and
Environmental Management
California Department of Public Health
850 Marina Bay Parkway Bldg. P, Floor 2
Richmond, CA 94804

Christine Sotelo
Environmental Review Unit
Division of Drinking Water and
Environmental Management
California Department of Public Health
1616 Capitol Avenue, MS 7408
Sacramento, CA 95814

Linda Ng, Chief
Safe Drinking Water Office
Department of Water Resources
1416 9th Street, Room 816
P.O. Box 942836
Sacramento, CA 94236-0001

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DEC 31 2013

North Marin Water District

The Press Democrat

County seeks retool of water policy

By SEAN SCULLY THE PRESS DEMOCRAT on December 20, 2013, 10:14 AM

Sonoma County's effort to preserve the dwindling water in Lake Mendocino could involve a major revision of how the reservoir is managed.

The Sonoma County Water Agency is asking the State Water Resources Control Board for permission to cut flow from the lake below 75 cubic feet per second, the normal minimum for a dry year.

But instead of simply asking the state to allow a lower flow, as it has done in the past, the agency is seeking to break with the half-century-old way that drought conditions are analyzed in order to set flow rates.

Since at least the 1960s, the state has used flow rates on the nearby Eel River to determine whether a year is "normal," "dry" or "critical" in the headwaters of the Russian River. The designation determines how much water the agency is obligated to release downriver to protect agriculture, fish spawning grounds, recreational uses and drinking water for cities such as Healdsburg, Cloverdale and Ukiah.

In a petition delivered to the state Thursday, the agency asks for the determination of the flow rate to be based instead directly on the water level in Lake Mendocino, which is today only around 30-percent full with no prospect of significant rain in the forecast over the next several weeks.

"You really are beginning to focus the attention on the storage at Lake Mendocino, where it belongs," agency General Manager Grant Davis said. "That's the good news, that we are focusing in on the area of vulnerability."

Should the state grant the request, it would change the management of the dam for only as long as 180 days. If the system works out well, the agency plans to request that the system be made permanent.

The change may seem arcane and technical, but it has important implications for the future water supply on the upper Russian River, agency officials say. The conditions in the Eel River have become an increasingly unreliable guide to conditions in the Russian River over the years, and basing management decisions on real conditions in Lake Mendocino would give the agency much greater control over its own water resources.

The Water Resources Control Board did not comment on the details of the plan by Thursday afternoon, but in general it is open to considering long-term changes in the way the dam is managed, provided the agency can make a case for its idea, said Amanda Montgomery, manager of permitting and licensing for the board.

It appears the board originally linked the management of Lake Mendocino to conditions on the Eel River because of a century-old tunnel that links Lake Pillsbury, a reservoir on the Eel, with the upper reaches of the Russian River. PG&E sends water down that tunnel to run a power turbine and the water winds up in the Russian River.

At one time, that was a significant source of water for Lake Mendocino, but a 2004 change in PG&E's license cut that back dramatically. Just this week, PG&E secured federal permission to slash the flow

even further, from 35 cubic feet per second to just 5, a move designed to conserve water in Lake Pillsbury, which is in even worse condition than Lake Mendocino after two extremely dry years.

But even as Lake Pillsbury faded as a source of water for Lake Mendocino, the decisions on how to manage the dam remained linked to conditions on the upper Eel River, an indicator that is "is no longer so reliable," agency Assistant General Manager Pam Jeane said.

In addition to seeking state permission to cut flows from Lake Mendocino, the Water Agency is going to launch an unusual wintertime drive to urge consumers to save water. The larger reservoir at Lake Sonoma is still about 70 percent full, but the agency is worried that another year of drought could put pressure on that water source, too.

The agency will advertise "an aggressive water reduction, to make sure you're checking your leaks, making sure you're doing everything you can to use water wisely," Davis said. "And it's a year-round thing; I just don't see a day when you can say this is seasonal."

While it won't help ease the current drought, the agency is looking at longer-term ways to conserve water as well, such as reconfiguring its system of detention ponds to help recharge ground water, injecting excess water into aquifers during rainy periods to preserve supplies deep underground, and marketing treated wastewater to farmers and other users to slow down the rate at which they irrigate using fresh well water.

The agency also is updating its planning models for the upper Russian River, taking a look at who is using the water, long-term growth plans of communities that rely on the river, and the emerging models for what effect climate change will have on rainfall patterns. That report is due to the state by the end of 2014.

"We're entering into an era of increasing uncertainty," Davis said. "We have to plan for extreme droughts and floods over multiple years, and be able to manage our water supply under those conditions."

You can reach Staff Writer Sean Scully at 521-5313 or sean.scully@pressdemocrat.com. On Twitter @BeerCountry.

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BOD MISC

Chris DeGabriele

From: Public Affairs [publicaffairs@scwa.ca.gov]
Sent: Friday, December 20, 2013 8:41 AM
Subject: Water Agency Press Release: Public Meeting Slated on 15-Year Russian River Plan



Sonoma County Water Agency Press Release

For Immediate Release

December 19, 2013

CONTACT:

Pam Kuhn
Sonoma County Water Agency
707.547.1930 (Office)
pamela.kuhn@scwa.ca.gov

Public Meeting Slated on 15-Year Russian River Plan

Santa Rosa, CA – A 15-year blueprint to help restore endangered and threatened fish to the Russian River watershed, while maintaining the region’s primary water supply, is the subject of an upcoming meeting. On Friday, January 17th the Public Policy Facilitating Committee (PPFC) will meet for an annual update on the Russian River Biological Opinion (meeting details below).

The Biological Opinion was released by National Marine Fisheries Service (NMFS) in September 2008. This 15-year plan requires the Sonoma County Water Agency (Water Agency) and the U.S. Army Corps of Engineers (USACE) to modify Russian River water supply and flood control operations to prevent harm to endangered coho salmon and threatened steelhead trout. The PPFC – comprised of elected and appointed officials from public agencies throughout the region – meets annually to review progress.

“The Water Agency and its partners have made a lot of progress. Studies have revealed new information about how fish live in the Russian River estuary, the first mile of the six-mile Dry Creek Habitat Enhancement Project is well underway and in November, we released young coho into newly created habitat,” said PPFC Chairman Efren Carrillo, a Water Agency Director and a member of the Sonoma County Board of Supervisors. “It’s exciting to see the pieces coming together and this meeting is a chance to highlight the successes as well as understand the challenges moving forward.”

The Biological Opinion requirements include reducing minimum summertime flows in the Russian River and Dry Creek; changing the way the sandbar is breached at the estuary between May 15 and October 15; enhancing habitat in Dry Creek; and fish monitoring. Topics to be covered on January 17 include a review of a study on invertebrates that live in the estuary (a primary source of food for steelhead before they enter the ocean), the results of extensive fish surveys and the construction of large habitat enhancement projects in Dry Creek. The public will have an opportunity to comment.

Meeting Details

- DATE: Friday, January 17
- TIME: 10:00 a.m. – 12:00 p.m.
- LOCATION: Sonoma County Board of Supervisors Chambers, 575 Administration Drive, Santa Rosa

For additional information, please contact Pam Kuhn, (707) 547-1930 or pamela.kuhn@scwa.ca.gov. Learn more about the Russian River Biological Opinion at www.sonomacountywater.org/rri/fr.

###

The Sonoma County Water Agency is working to secure our future by investing in our water resources, community and environment. The Water Agency provides water supply, flood protection and sanitation services for portions of Sonoma and Marin counties. Visit us on the Web at www.sonomacountywater.org.

Sonoma ~ Marin Farm News

January 2014

Robert Giacomini Dairy Honored for Love of its Land

Marin Dairy receives prestigious Leopold Conservation Award for land stewardship

By Tim Tesconi, Sonoma County Farm Bureau



The Robert Giacomini Dairy, a premier Marin County milk producer that is home to the Point Reyes Farmstead Cheese Co. and is a respected leader in farmland preservation and stewardship, is the 2013 recipient of the prestigious California Leopold Conservation Award.

The Leopold Award, presented Dec. 9 at the 95th annual meeting of the California Farm Bureau Federation in Monterey, comes with a \$10,000 award. The Leopold Award is given annually to a private landowner with a deep and abiding love for their land, honoring stewards dedicated to leaving their land better than they found it. The award is named for celebrated writer Aldo Leopold, author of *A Sand County Almanac*, who called for an ethical relationship between people and the land they own and manage.

Dairy rancher Robert Giacomini and his grown daughters Karen, Diana, Lynn and Jill own and operate the dairy and Point Reyes Farmstead Cheese Co. on their 720 acre ranch at Point Reyes Station in coastal Marin County. The Giacomini family epitomizes the values of Aldo Leopold who wrote that the development of a land ethic was "an evolutionary possibility and an ecological necessity." That ethic is alive and well on the Giacomini Dairy and many of the other farms and ranches in the North Bay's farm belt.

The Leopold Conservation Award is sponsored by the Sand County Foundation, based in Madison, Wisconsin, in partnership with the California Farm Bureau Federation and Sustainable Conservation.

Giacomini, a longtime agricultural leader and Farm Bureau member, was at the annual CFBF meeting in Monterey to receive the award. He was accompanied by his daughters Lynn and Jill along with dairy herdsman Brian Waymire and Jim Kehoe, who runs the Giacomini Dairy's methane digester.

"I've always felt it was the responsibility of a rancher and landowner to take care of the land for the next generation," said Giacomini, who has been a dairy farmer for 55 years. In accepting the award, Giacomini was humble and gracious, thanking his family and 40 employees for helping him achieve his vision for a sustainable family farming operation that will continue for generations.

"During my 55 years in ranching I never dreamed I would be up before the delegates and membership of the California Farm Bureau to be honored with an award like this," said Giacomini. The Giacomini's land has been protected forever through the Marin Agricultural Land Trust, ensuring that family members can continue the ranching legacy through this century and beyond.

"It makes me feel good to know that my grandchildren are going to be on our land, which has been protected in perpetuity," said Giacomini, who has eight grandchildren. Giacomini's wife Dean passed away in 2012. The couple had been married 54 years.

California Farm Bureau president Paul Wenger said the Giacomini family is a shining example of how farmers and ranchers care for their land and natural resources, preserving a healthy, working landscape for future generations.

"Responsible care for our land and other natural resources has allowed California farmers and ranchers to sustainably produce the food and farm products we all depend upon," said Wenger. "The Leopold Conservation Award recognizes outstanding examples of the stewardship that family farmers and ranchers perform every day."

In 2000, after 40 years of milking cows and producing fluid milk on the family ranch, the Giacomini family was at a crossroads. Robert Giacomini was reaching retirement age. Profit margins were thin and couldn't economically sustain the adult family members who wanted to return to the ranch but did not necessarily want to milk cows.

The family made the bold move in 2000 to invest in a value added product – high quality California blue cheese – that would be produced from their herd of Holstein cows. Once they made the decision, the Giacomini family did everything right, hiring an experienced cheese maker to craft what would become the celebrated Point Reyes Original Blue. It was an immediate hit and became a foodie favorite in Bay Area cheese shops.

All the milk for the Giacomini's family artisan cheeses comes from their 300 cows that graze in pastures on the family's scenic dairy. Believing the quality of the milk and cheese starts with the grass, the family is committed to careful land and pasture management. The farm is certified organic and uses rotational grazing, which keeps grasses and soils healthy, as well as no-till practices on all fields, so the natural fertilizer can absorb into the soil.

"Because it says 'farmstead' on the label, it means it comes from our land," Giacomini said, "so we are deeply committed to caring for the land."

The Giacomini family was one of the first to participate in the National Resource Conservation Service's Conservation Stewardship Program. The family also operates what's called "The Fork," a culinary center focused on education and entertainment for people visiting the farm. The Giacomini Dairy hosts meetings of agricultural organizations, culinary students, fellow artisan cheesemakers and others interested in environmental stewardship. The Giacominis are helping the general public understand food production and the vital role private landowners play in conservation.

One of the biggest challenges at any dairy is managing cow waste. In 2009, the Giacominis installed a methane digester that converts methane gas—a byproduct of manure—into useable energy that powers the dairy and cheese plant. They also compost their solid manure, and sell some to a local compost company that in turn sells it to nurseries and other farmers, continuing the cycle of replenishing and building soils.

"The Robert Giacomini Dairy is a model of a successful family business adopting land management practices that are environmentally sustainable. For over 50 years, this dairy has evolved into the finest family-run and operated dairy business in the western United States," said Marin County agricultural commissioner Stacy Carlsen.

Giacomini, whose ancestors were dairy farmers and cheesemakers in northern Italy, holds to the Old World philosophy that if you take care of your land, it takes care of you.

"Our land has been very good to us and we consider it our duty and honor to return the favor," Giacomini said.

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Dry year spurs new conservation orders for 2014

Published 11:08 am, Sunday, December 29, 2013

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SACRAMENTO, Calif. (AP) — December has been one of the driest months ever recorded in California, which is spurring some cities and counties in the Sacramento-San Joaquin Delta region to issue water conservation orders earlier than usual.

The Sacramento Bee reports (<http://bit.ly/JCzjwZ>) that the city of Folsom has already imposed a mandatory 20-percent water conservation order, while Sacramento

County has asked residents in unincorporated areas to reduce water use by 20 percent.

The cities of Roseville and Sacramento are also likely to consider similar measures in early January.

If no rain falls in the remaining days of 2013, it could rank as the driest calendar year in state history.

While a drought has not been declared by Gov. Jerry Brown, he has assembled a task force to monitor and study the issue.

Chris DeGabriele

From: Brad Sherwood [Brad.Sherwood@scwa.ca.gov]
Sent: Thursday, January 02, 2014 10:01 AM
Subject: Water Agency press release: Change made in reservoir management to help preserve water in Lake Mendocino



Sonoma County Water Agency PRESS RELEASE

For Immediate Release

January 2, 2014

CONTACT:

Brad Sherwood
Community & Governmental Affairs Manager
707.547.1927 (office)
sherwood@scwa.ca.gov

State Water Resources Control Board Approves Temporary Urgency Change Petition

Change made in reservoir management to help preserve water in Lake Mendocino

(Santa Rosa, CA) On December 31, 2013, the California State Water Resources Control Board (SWRCB) issued an order that will allow the Sonoma County Water Agency (Water Agency) to preserve Lake Mendocino’s dwindling water storage levels by managing flows in the upper Russian River according to water supply conditions at Lake Mendocino. The effect of this decision will result in lower minimum flows in the upper Russian River and more operational flexibility for water managers working to preserve every drop of water in Lake Mendocino. The SWRCB order responds to a Temporary Urgency Change Petition that was filed on December 19, 2103 by the Water Agency. [View the order online.](#)

As a result of the driest calendar year on record in Ukiah, water levels in Lake Mendocino – one of the Russian River’s two water supply and flood control reservoirs – were approximately 26,000 acre feet by the end of 2013. Beginning January 1,-the order will allow the minimum flows in the upper Russian River (between Lake

Mendocino and Dry Creek, below Healdsburg) to drop from 75 cubic feet per second (cfs) to 25 cfs. At 75 cfs, without rainfall, Lake Mendocino would quickly reach unsafe levels.

“Making reductions in water releases now could help prevent serious impacts in the future to endangered fish and to communities like Geyserville and Cloverdale,” said Water Agency Director Mike McGuire. “Unfortunately, we must assume that the new year will be dry and plan accordingly.”

Minimum flows in the lower river will remain the same. Most of the water in the lower Russian River is supplied by Lake Sonoma, which is larger than Lake Mendocino and is designed to supply water for multiple years.

“Water levels in Lake Sonoma are fine for now but we will work closely with the cities and water districts to make sure that people reduce all unnecessary outside water use,” said David Rabbitt, chairman of the Water Agency’s Board of Directors. “Every drop that we save today is a drop that will be available in the summer, when plants really need the water.”

“Through the Sonoma-Marin Saving Water Partnership, the cities and water districts that buy water from the Water Agency will let residents and businesses know about the importance of turning off the sprinklers and cutting back irrigation to the bare minimum needed to keep plants alive,” said Rohnert Park Councilman Jake Mackenzie, who is Chairman of the Water Advisory Committee.

The Water Agency will also work closely with natural resource agencies to maintain river flows at levels that will support migrating endangered coho salmon and threatened Chinook salmon and steelhead.

“The Water Agency has been monitoring migrating Chinook, coho and steelhead to make sure that there is enough water in river for these critical species to reach their spawning grounds,” said Water Agency Director Efren Carrillo. “We’ve been working closely with resource agencies to make sure we have enough water in the river for fish, while preserving as much as possible for people.”

Lake Mendocino, located northeast of the City of Ukiah, relies on annual rainfall and diversions from the Eel River watershed through PG&E’s Potter Valley Project. To date, 2013 has been the driest calendar year since 1894. Only 7.67 inches of rain has fallen since January 1, 2013, about 22 percent of the average rainfall of 34 inches in Ukiah.

“Sonoma and Mendocino counties water supply depends on the heavy rainfalls brought by atmospheric rivers,” said Water Agency Director Shirlee Zane. “We’ve had none of these critical storms this year. In order to better predict the timing and number of atmospheric rivers in the future, the Water Agency is working with federal and state agencies on cutting edge initiatives.”

“This dry year is a reminder of why we need to use water efficiently and to increase opportunities to irrigate with recycled water,” said Water Agency Director Susan Gorin. “We need to carefully preserve our precious, limited river water and groundwater.”

Technically, the SWRCB order allows the Water Agency to measure water supply conditions based on the amount of water in Lake Mendocino. Normally, water supply conditions (which determine minimum flows in the Russian River) are based on the amount of water flowing into Lake Pillsbury, which is located in the Eel River watershed. This measurement, which has been in place since the mid-1980s, reflects the historic importance to Lake Mendocino of diversions of water through the Potter Valley. But since 2004, the amount of water diverted from the Eel River has been cut by approximately 50 percent, making the Lake Pillsbury measurement less reliable as a means to manage the water supply in Lake Mendocino.

Under the new order, the area will be in a “critical” water year if there is less than 31,000 acf of water in Lake Mendocino on January 1, 2014. Specifically, the SWRCB order establishes the following measurements of water years:

a. Dry water supply conditions will exist when storage in Lake Mendocino is less than:

- 40,000 acre-feet as of January 1
- 59,000 acre-feet as of February 1
- 68,000 acre-feet as of March 1
- 69,500 acre-feet as of March 16
- 71,000 acre-feet as of April 1
- 70,000 acre-feet as of April 16
- 69,000 acre-feet as of May 1
- 67,500 acre-feet as of May 16
- 65,000 acre-feet as of June 1

Minimum flow in the upper Russian River during dry conditions is 75 cfs

b. Critical water supply conditions exist when storage in Lake Mendocino is less than:

- 31,000 acre-feet as of January 1
- 36,000 acre-feet as of February 1
- 52,000 acre-feet as of March 1
- 53,000 acre-feet as of March 16
- 54,000 acre-feet as of April 1
- 53,000 acre-feet as of April 16
- 52,000 acre-feet as of May 1
- 51,000 acre-feet as of May 16
- 50,000 acre-feet as of June 1

Minimum flow in the upper Russian River during critical conditions is 25 cfs

c. Normal water supply conditions exist in the absence of defined dry or critical water supply

conditions. Minimum flow in the upper Russian River during normal conditions is 150 cfs from January 1 through March 31 and 185 cfs from April 1 through May 31.

About Russian River Flows: The Water Agency is the local sponsor for the federal water projects at Lake Mendocino and Lake Sonoma and has responsibility to regulate water supply-related releases from these reservoirs to meet the needs of more than 600,000 people in portions of Sonoma and Marin counties. A decision by SWRCB in 1986 (known as Decision 1610) requires the Water Agency to release sufficient water from the reservoirs to maintain flow rates above designated minimum values at certain points along the Russian River. The values change depending on whether the hydrologic year is deemed “normal”, “dry” or “critical.”

SWRCB Order and Water Agency Petition Information: The SWRCB order and the Water Agency’s Temporary Urgency Change Petition can be found at <http://www.scwa.ca.gov/current-water-supply-levels/>.

Water Conservation Information: A list of water conservation tips, programs and rebates are available at www.savingwaterpartnership.org.

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The Sonoma County Water Agency is working to secure our future by investing in our water resources, community and environment. The Water Agency provides water supply, flood protection and sanitation services for portions of Sonoma and Marin counties. Visit us on the Web at www.sonomacountywater.org

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Working to secure our future by investing in our water resources, environment and community

The Press Democrat

PD Editorial: Time for action on saving water

on January 3, 2014, 3:00 AM

Close the books. The year that just ended will be remembered as the worst on record — for the state and for the North Coast — for rainfall.

In an average calendar year, the Santa Rosa basin (stretching roughly from Windsor to Rohnert Park) receives about 32.5 inches. From Jan. 1, 2013 to the end of year, it received 5.7 inches, according to the Sonoma County Water Agency.

The Ukiah basin, which normally receives about 33 inches of rain, received 7.8 inches.

Before now, the two worst drought years on record — dating back 119 years — were 1976 and 1932. But data on the upper reaches of the Russian River show that area had received significantly less rain than either of those dry years.

And there's no rain in sight. While a high-pressure system off the coast continues to push away moist air, creating idyllic holiday conditions for vacationing school children, it's setting up the region for real hardship in the months ahead.

At least 2013 ended on a high note for what needs to be done to confront the North Coast's dry conditions. On New Year's Eve, the state Water Resources Control Board issued an order approving the Sonoma County Water Agency's bid for urgent action to help preserve water in Lake Mendocino. The order will allow the Water Agency to cut flows, thereby saving water in Lake Mendocino, which is now critically low at 39 percent of capacity.

Meanwhile, Lake Sonoma is at 70 percent of capacity — not a dire situation but cause for considerable concern if dry conditions persist.

Next week, the Water Agency is expected to issue some aggressive conservation guidelines on water usage. But customers don't need to wait for state or local water officials to issue new directives in order to do something. Here are some easy-to-understand measures suggested by the Water Agency that can make a difference:

- Water your yards only when necessary and only in morning or evening. Let's face it. During these winter months, most yards don't need watering at all.
- Don't hose down driveways, sidewalks or decks to clean them. Break out the broom.
- When brushing teeth, shaving or washing hands, don't let the water run the entire time. And take shorter showers.
- Avoid running the dishwasher or the washing machine unless you have a full load.
- Install appliances, such as low-flow toilets, that reduce water usage.

- Here's the best tip yet: Replace your lawn with native plants and a drip irrigation system. And take part in in a water conservation rebate program. (For more information, go to www.savingwaterpartnership.org.)

The North Coast needs to start the year on the right note, by recognizing that there are some things — such as high-pressure systems — that are beyond our control, and other things — such as conservation measures — that aren't. Let's resolve not to wait for someone to tell us how to make a difference. Let's make one anyway.

The Press Democrat

Water officials cut Russian River releases from Lake Mendocino

By SEAN SCULLY THE PRESS DEMOCRAT on January 2, 2014, 5:03 PM

The Sonoma County Water Agency has cut flows in the Russian River by about 30 percent since Tuesday in an effort to preserve dwindling supplies in Lake Mendocino.

State regulators granted the agency permission to cut flows late Tuesday and the agency promptly dropped from releasing about 100 cubic feet per second at the dam, or about 748 gallons, to 90. On Thursday, the agency dropped that number down to 70 cfs, and could go lower this week or next.

“We don’t like to take it down really quickly,” agency Assistant General Manager Pam Jeane said.

That means flows in the river downstream could fall to below 55 cfs at its lowest point by early next week. During a normal rain year, the agency would need to keep that flow at around 150 cfs at the lowest point; even on a moderately dry year, it can’t cut the flow lower than 75 cfs.

But as of Thursday morning, the reservoir had just 26,280 acre feet of water in reserve, about 8.6 billion gallons, or just 38.7 percent of its capacity.

The region is coming out of a record dry year, with just 7.67 inches of rain falling in the upper reaches of the Russian River, as measured at Ukiah; the area usually sees at least 34 inches of rain.

With no major rain predicted for the early weeks of January, the agency is preparing to face a second straight dry year. Without cutting the flows dramatically now, there is a risk of the reservoir effectively running dry next summer should the drought continue, the agency said.

The State Water Resources Control Board agreed, saying cutting the flow now will affect downstream farmers, cities, and wildlife less than if the reservoir were allowed to dry out next summer.

“Any effects associated with such flow reductions would not be unreasonable, considering the potential catastrophic impacts on fish, wildlife and other instream beneficial uses” should the reservoir fall too low to pump any water into the system during the summer, the agency wrote in its order approving the slashed flows.

The immediate practical effect of the lower flows will fall on the cities that draw water from the Russian River. Water managers in both Healdsburg and Ukiah say they are not worried yet because they have alternative wells, but the city of Cloverdale is scrambling because it relies entirely on wells recharged by the river.

Cloverdale City Manager Paul Cayler plans to update the City Council next week and ask members to approve an ordinance authorizing a system of mandatory water conservation measures later in the month, a first for the city. He hopes to have that ordinance in place by early spring, ready to force curtailed water use if the drought continues.

Water supplies further south on the Russian River are in good shape for the moment, the Water Agency says, because the much larger Lake Sonoma reservoir remains at around 70 percent capacity. That should give communities south of Healdsburg about a year’s worth of capacity even if the conditions

remain dry.

To stretch that out, however, the Water Agency plans to roll out an unusual mid-winter ad campaign next week urging sharp voluntary water conservation measures by consumers in southern Sonoma and northern Marin counties.

In the cities north of Lake Sonoma that rely on Lake Mendocino, the Water Agency is hoping to convene a first-ever summit meeting of local water managers to discuss coordinated conservation efforts, Jeane said. It hopes to set that meeting in the next several weeks.