

**NORTH MARIN WATER DISTRICT
MINUTES OF REGULAR MEETING
OF THE BOARD OF DIRECTORS**

June 1, 2021

CALL TO ORDER

President Grossi announced that due to the Coronavirus outbreak and pursuant to Executive Order N-29-20 issued by the Governor of the State of California this was a virtual meeting. President Grossi called the regular meeting of the Board of Directors of North Marin Water District to order at 6:02 p.m. and the agenda was accepted as presented. President Grossi added that there was not a public location for participating in this meeting, but any interested members of the public could participate remotely by utilizing the video or phone conference dial-in method using information printed on the agenda.

President Grossi welcomed the public to participate in the remote meeting and asked that they mute themselves, except during open time and while making comments on the agenda items. President Grossi noted that due to the virtual nature of the meeting he will request a roll call of the Directors. A roll call was done, those in remote attendance established a quorum. Participating remotely were Directors Rick Fraites, Jim Grossi, Michael Joly and Stephen Petterle. Director Baker was in attendance throughout the meeting, however due to technical difficulties was unable to vote on Items 1, 5 and 6 and was therefore recognized as absent for the vote.

President Grossi announced in the event of technical difficulties during the meeting, the District Secretary will adjourn the meeting and the remainder of the agenda will be rescheduled for a future special meeting which shall be open to the public and noticed pursuant to the Brown Act.

President Grossi stated all public attendees will be invited to speak and will need to use the raised hand icon in Zoom or dial *9 to be called upon.

Mr. Williams performed a roll call of staff, participating remotely were Tony Williams (Assistant GM/Chief Engineer), Terrie Kehoe (District Secretary), Julie Blue (Auditor-Controller), Tony Arendell (Construction/Maintenance Superintendent), Robert Clark (Operations/Maintenance Superintendent) and Ryan Grisso (Water Conservation Coordinator).

Mr. Williams announced also participating remotely was District IT consultant Kevin Cozart from Core Utilities.

President Grossi announced for those joining the virtual meeting from the public to identify themselves and there was no response.

MINUTES

On motion of Director Petterle seconded by Director Fraites the Board approved minutes from the May 18, 2021 Regular Board Meeting by the following vote:

AYES: Director Fraites, Grossi, Joly and Petterle

NOES: None

ABSTAIN: None

ABSENT: Director Baker

GENERAL MANAGER'S REPORT

Tony Williams, Assistant General Manager gave the General Manager's Report in Mr. McIntyre's absence.

Gallagher Well No. 2

Mr. Williams provided the Board with an update on the Gallagher Well No. 2 project. He stated the County Planning Commission held a hearing on Monday, May 24th to consider the appeal to our Coastal and Use Permit for the project. Mr. Williams reported the Commissioners voted 4-1 to deny the appeal and affirm the Deputy Zoning Administrator's issuance of the permits. He noted June 1st is the deadline for the appeal to be taken to the Marin County Board of Supervisors and we would hope to know in a couple of days if an appeal was filed. Mr. Williams added he will continue to check with county staff.

Kastania Pump Station

Mr. Williams apprised the Board that staff is participating in ongoing discussion with Marin Municipal Water District (MMWD) and Sonoma County Water District (SCWA) regarding MMWD's desire to operate the pump station. He stated MMWD is interested in operating the pump station in order to move more water down the aqueduct. Mr. Williams informed the Board that there continues to be open conversation with staff and an overall schedule was presented at the last meeting. He stated the schedule is aggressive with many parts. Mr. Williams noted there will be a three-way agreement with NMWD, MMWD and SCWA, adding MMWD's goal is to be operating Kastania Pump Station by November of 2021.

May 13 Lagunitas Creek TAC Subcommittee

Mr. Williams reported to the Board that MMWD is exploring possible modifications to the winter time releases from Kent Lake. He noted NMWD has an interest in this, and this was the first kickoff meeting of a series of meetings that will continue to discuss effects on fish habitat.

Bid Opening

Mr. Williams informed the Board that the Old Ranch Road Bid Opening was held on May 26th. He reported five bids were received ranging for a high of \$1,785,000 to a low of \$1,187,187 and compared to the engineer's estimate of \$1,446,430. Mr. Williams added the apparent low bid appeared to be a valid one and he hopes to take it to the Board at the June 15th meeting.

Director Joly asked if staff heard anything more on the Huffman's Drought Summit meeting that was held on May 10, 2021. This summit was focused on funding needs for water supply and included discussion on state funds that would be made available to help with the drought situation. Mr. Williams replied that at this time he has not received any further information.

Director Joly asked what the pool policy was for NMWD. He stated he had people from the public asking him and wanted clarification, asking if the policy was to shut down the building of swimming pools. Mr. Williams replied the policy will not be in effect until July 1st. Mr. Grisso added there is a distinction between topping off and filling the entire pool. If there is a drained pool, or a new build they will have to wait until after November 1st to fill their pool and this applies only to those who receive a building permit after July 1st. Mr. Grisso stated many people see what MMWD is doing on news and think it also applies to them here. He apprised the Board to refer any questions from the public to him and he will be happy to answer any questions they may have. Director Joly stated in the future he will refer all questions to Mr. Grisso. Director Pettele stated he has also received many questions about water conservation from the public and agreed much of the confusion was from MMWD articles they read in the paper. He noted MMWD is in the headlines more that we are, which accounts for the confusion.

Director Pettele expressed his concern about MMWD's interest in the Kastania Pump Station. He stated NMWD performed prior CEQA and wants to be sure we are in compliance and he does not want MMWD to interfere with that. Mr. Williams replied that at each meeting he makes it a point to remind MMWD of the CEQA restrictions.

Director Grossi stated he received a question from someone who was concerned about power washing and asked if there were any restrictions. He stated that he told them to call the NMWD office, but would think power washing would use less water than a hose. Mr. Williams replied, currently NMWD has no restrictions on power washing. Mr. Grisso added, unless the water runs off the property in a storm drain or gutter. He noted power washing typically does not use as much water, but people do call in and report it. Director Fraithe stated consumers should be focused on the 20% reduction and how they will achieve that. He noted if they decide to power wash then maybe they skip a day of watering plants, it should be their choice.

Director Grossi asked if staff has had any discussion with MMWD about the Soulajule Reservoir. He wanted to know if they are pumping out of the dam and if there are any

future options for us. Mr. Williams replied that under Staff and Directors report Mr. Clark will be reporting out on that topic.

OPEN TIME

President Grossi asked if anyone from the public wished to bring up an item not on the agenda and there was no response.

STAFF/DIRECTORS REPORTS

President Grossi asked if any Directors or staff wished to bring up an item not on the agenda.

Mr. Clark reported that MMWD is pumping from Soulajule Reservoir into Nicasio Dam as of the prior week through the end of July. He stated MMWD plans to take down Soulajule Reservoir as much as they can, noting not all the water will feed into the main part of the Nicasio lake. He added at the lower elevations there are two ponds that fill first, before filling into the main lake. Director Grossi stated he has a cousin who has property that crosses one of the ponds that they use for their cattle. He noted the first pond fills first, then the second, then into the lake.

CONSENT ITEMS

On the motion of Director Joly, and seconded by Director Fraites the Board approved the following items on the consent calendar by the following vote:

AYES: Director Fraites, Grossi, Joly and Petterle

NOES: None

ABSTAIN: None

ABSENT: Director Baker

CONTRACT EXTENSION FOR NMWD TRENCH RESTORATION PAVING

The Board approved the contract extension with W. K. McLellan Company for NMWD trench restoration paving for a total estimated cost of \$350,000.

TEXT FOR SPRING 2021 WEST MARIN "WATERLINE", VOLUME 19

The Board approved the text for Spring 2021 West Marin "Waterline", Volume 19.

ACTION ITEMS

Mr. Clark reported the 2021 Sewer System Management Plan (SSMP) Update was prepared by V.W. Housen and Associates with the help of staff and considers more recent information on system operating conditions, future flow projections and regulatory requirements. He stated the 2021 SSMP Update supersedes the 2013 SSMP Update which was prepared solely by NMWD staff. Mr. Clark added the 2021 SSMP Update also includes an overflow emergency response plan. Additionally, he noted the SSMP is scheduled to be updated every five years per state waste discharge requirements.

On the motion of Director Petterle, and seconded by Director Fraites the Board accepted the Oceana Marin 2021 Sewer System Management Plan Update final report. by the following vote:

AYES: Director Baker, Fraites, Grossi, Joly and Petterle

NOES: None

ABSTAIN: None

ABSENT: None

RENEW DECLARATION OF LOCAL EMERGENCY RELATED TO COVID-19 PANDEMIC

Mr. Williams reminded the Board that staff has been operating under partial Emergency Operations Center (EOC) activation. He noted there has been no significant change from the last report. Mr. William stated staff is waiting to receive guidance from the state, noting most of the restrictions may be eliminated by June 15th.

Mr. Williams requested the Board find that there still exists a need to continue the State of Emergency due to the COVID-19 pandemic as reflected by Resolution No. 20-07.

On the motion of Director Joly, and seconded by Director Petterle the Board approved renewal of the Declaration of Local Emergency Related to COVID-19 Pandemic by the following vote:

AYES: Director Baker, Fraites, Grossi, Joly and Petterle

NOES: None

ABSTAIN: None

ABSENT: None

INFORMATION ITEMS

BUDGET REVIEW – FY 21/22 BUDGETS NOVATO AND WEST MARIN SERVICE AREAS

Ms. Blue reviewed the FY 21/22 Budgets for North Marin Water District which included Novato Water, Recycled Water, West Marin Water and Oceana Marin Sewer. Additionally, she informed the Board that at the June 15th Board meeting there will be a public rate hearing to review and approve rate increases for the Novato systems, followed by West Marin Water and Oceana Marin Sewer public rate hearings on June 22nd. Ms. Blue also noted changes since the last review and provided a budget and rate hearing schedule. She added, based on a previous Operations and Maintenance question Director Joly had, she expanded on the narrative.

Director Joly commended Ms. Blue for her highly transparent and detailed budget. He thanked for her addressing the issue raised. He noted that many expenses are increased, and he asked if Ms. Blue might know how high the PERS contribution might eventually go, if there was some forecast as to when it may stop increasing. Ms. Blue replied she does not know how

high it may get, but the number of PEPRAs employees will increase as more long-time employees retire and over time this will start to bring the PERS contribution down.

Director Petterle stated he had some additional questions about the budget and would like to arrange a meeting with Ms. Blue to discuss. Ms. Blue welcomed the invitation.

PUBLIC DRAFT RELEASE – 2020 URBAN WATER MANAGEMENT PLAN AND WATER SHORTAGE CONTINGENCY PLAN

Mr. Grisso released a public draft of the 2020 Urban Water Management Plan and Water Shortage Contingency Plan. He noted urban water suppliers are required to prepare Urban Water Management Plans (UWMP) to support their long-term water resource planning and to ensure that adequate water supplies are available to meet existing and future demands and this requirement only applies to the Novato Service Area. Mr. Grisso added the 2020 UWMP must be submitted to the Department of Water Resources by July 1, 2021 and a public hearing has been set for June 15, 2021 to consider approval.

Mr. Grisso requested the Board contact him by the end of the week. Director Joly stated he would really like to do a thorough review of 1,100-page document and asked Mr. Grisso if he could extend the deadline until Monday. Mr. Grisso agreed adding he does not believe there will be any substantial changes, but the earlier he gets feedback the better. Director Petterle stated in the past management handed out printed copies which worked well when reviewing exhibits. He asked if it was possible to get a printed copy. Mr. Grisso asked if he was referring to the approved final copy and Director Petterle confirmed. Mr. Grisso replied that he may be able to send it out to a printer and have the appendices as links. Director Grossi stated he was unable to download the document. Mr. Grisso responded that he can send out a different link. He added that the document had to be downsized to even get posted to the website. Mr. Williams noted the base document alone was 4MB. Director Grossi stated that would be helpful, and Director Fraites requested a draft be sent out to every member of the Board. Mr. Grisso replied he will send the smaller file out to the Board.

Director Joly, asked in the future when providing a large document such as this, it might be better to schedule it on a meeting that is less crowded, noting there are already a large number of items on the June 15th agenda. Director Grossi stated perhaps we should look at the document first and decide how to move ahead, suggesting any Directors that have questions may want to ask staff directly. Director Petterle agreed, stating this is how he has approached it in the past and why earlier in the meeting he requested a separate meeting with Ms. Blue to discuss the budget. Director Grossi stated this would be the most efficient approach, to contact Mr. Grisso directly with any questions.

NBWRA APRIL 19, 2021 - MINUTES

Mr. Williams provided the NBWRA minutes for the meeting held on April 19, 2021. Director Grossi stated it was an interesting meeting and included a history of the agency.

MISCELLANEOUS

The Board received the following miscellaneous items: Disbursements – Dated May 20, 2021, Disbursements – Dated May 27, 2021 and County of Marin News Release – Supervisors to Consider Drought Emergency.

The Board received the following news articles: Marin IJ – County faces cut in water imports; Marin IJ – County sets up relief for drought – BOARD OF SUPERVISORS; Argus Courier – How a long-dormant Laguna de Santa Rosa well could spare Petaluma dairies from drought; Bloomberg – The Future of Water Is Recycled Sewage, And We'll All Be Drinking It; Marin IJ – Water hookup ban possible – MARIN MUNICIPAL; Marin IJ – Plan for new well survives challenge – WEST MARIN; Marin IJ – Agriculture chief named as Marin tackles drought year; Marin IJ – Novato forgoes citizen commission on election redistricting; San Francisco Chronicle – State orders sweeping water restrictions for towns, vineyards along Russian River and Point Reyes Light – Commission punts NMWD well appeal.

Director Joly asked about the total cost for back feeding Stafford Lake. Director Grossi stated he thought it was \$404,000 and Ms. Blue confirmed that was as of April. Director Joly noted line item 34 stated the amount for April, but he would like to know the total amount. Ms. Blue replied that the total amount will be provided at the next Board meeting and will include the time from late February to the end of May.

President Grossi adjourned the meeting at 6:51 p.m.

Submitted by



Theresa Kehoe
District Secretary