

1
2
3
4
5

**NORTH MARIN WATER DISTRICT
MINUTES OF REGULAR MEETING
OF THE BOARD OF DIRECTORS
May 2, 2023**

6
7
8
9
10

CALL TO ORDER

11
12
13
14

President Fraites called the regular meeting of the Board of Directors of North Marin Water District to order at 4:00 p.m. at the District Headquarters and the agenda was accepted as presented. Present were Directors Jack Baker, Ken Eichstaedt, Rick Fraites, Michael Joly, and Stephen Petterle. Also present were General Manager Tony Williams, District Secretary Eileen Mulliner, Auditor-Controller Julie Blue and AGM/Chief Engineer Eric Miller.

15
16
17
18

District employees Chris Kehoe (Construction Superintendent), Robert Clark (Operations and Maintenance Supervisor), and Ryan Grisso (Water Conservation Coordinator) were also in attendance.

19
20

Claire Garvie and Camille Milliner of Kiosk were also in attendance.

21
22

MINUTES

23
24
25

On motion of Director Joly, seconded by Director Baker, the Board approved the minutes from the April 18, 2023 meeting as presented by the following vote:

26
27

AYES: Director(s) Baker, Eichstaedt, Fraites, Joly and Petterle

28
29

NOES: None

30
31

ABSENT: None

32
33

ABSTAIN: None

34
35
36
37

GENERAL MANAGER'S REPORT

During the General Manager's report, Mr. Williams summarized the various meetings he recently attended. He also noted a Potter Valley Project related item in the Miscellaneous section and future updates will follow. Regarding meetings, on April 19, Mr. Williams gave a presentation on the history of the District at Leadership Novato and Robert Clark gave a tour at Stafford Treatment Plant as well. Mr. Williams also attended Congressman Huffman's annual environmental breakfast on April 24. Mr. Williams gave an interview to KPIX Channel 5 wherein he explained the rate increase. However, when the story aired it focused more on carwashes and recycled water. On April 27, he attended a regional water manager's meeting that in the future President Fraites will also be invited to. On April 28, Mr. Williams gave a presentation at Novato Rotary. He also met with Ben Horenstein of Marin Water and the Caltrans' District 4 Deputy Manager on May 2 to get an update on the Redwood Blvd. landslide and Caltrans' commitment to a repair schedule. Mr. Williams said that there will be a more detailed update on the slide provided at one of the June Board meetings. He said that approximately 44 million gallons (MG) has flowed through the aqueduct since March 22 when the slide occurred. He also stated that the interim gas pipeline that PG&E temporarily installed in the median is no longer being used and has been removed.

1 **OPEN TIME**

2 President Fraites asked if anyone in the audience wished to bring up an item not on the
3 agenda and there was no response.

4 **STAFF/DIRECTORS REPORTS**

5 President Fraites asked if staff or Directors wished to bring up an item not on the agenda.
6 Chris Kehoe informed the Board that the District construction crews were in West Marin to perform
7 the flushing of the distribution system. The last flushing was done in 2020.

8 Director Baker inquired about the 5/8-inch meters purchase on an earlier disbursement
9 record. He asked what the new policy is for new housing. Tony Williams answered that those
10 meters were replacement meters for existing homes. Mr. Williams said that a 1-inch meter is typical
11 for new construction to meet fire sprinkling requirements.

12 Director Joly noted that the management team has done a fine job staying on things about
13 the aqueduct landslide that have come up and keeping the Board informed.

14 **CONSENT CALENDAR**

15 On the motion of Director Petterle, and seconded by Director Eichstaedt, the Board
16 approved the following items on the consent calendar by the following vote:

17 AYES: Director(s) Baker, Eichstaedt, Fraites, Joly and Petterle

18 NOES: None

19 ABSENT: None

20 ABSTAIN: None

21 **TEXT FOR SPRING 2023 NOVATO "WATERLINE", ISSUE 50**

22 The Board approved the Spring 2023 Novato "Waterline", Issue 50.

23 **TEXT FOR SPRING 2023 WEST MARIN "WATERLINE", ISSUE 22**

24 The Board approved the Spring 2023 West Marin "Waterline", Issue 22.

25 **ACTION CALENDAR**

26 **LETTER OF SUPPORT FOR SONOMA WATER GRANT APPLICATION FOR THE POTTER**

27 **VALLEY PROJECT**

28 Mr. Williams summarized the Letter of Support for Sonoma Water Grant Application for the
29 Potter Valley Project and that this was a good opportunity to fund further analysis for future water
30 transfers.

31 On the motion of Director Petterle, and seconded by Director Joly, the Board approved by
32 the following vote:

33 AYES: Director(s) Baker, Eichstaedt, Fraites, Joly, and Petterle

34 NOES: None

35 ABSENT: None

36 ABSTAIN: None

1 **INFORMATION ITEMS**

2 **PUBLIC COMMUNICATIONS IMPLEMENTATION UPDATE**

3 Claire Garvie of Kiosk gave a presentation which was a recap on the communications
4 program Kiosk has put together for North Marin Water District including the website, annual report,
5 web analytics, photo shoots, and social media. The District is on Facebook, Instagram and Twitter
6 and Kiosk works closely with Ryan Grisso on the content that is put out. Kiosk also assists with the
7 Waterline newsletters and other mailers. Ms. Garvie also mentioned that all information is translated
8 into Spanish as well. Director Eichstaedt said that having communications in Spanish is very
9 important and was pleased to see it. The Board complimented Kiosk and thanked them for the work
10 they have done for the District.

11 Ryan Grisso, Ms. Garvie and Ms. Milliner left the meeting.

12 **PREVIEW OF FY 23/24 CAPITAL IMPROVEMENT PROGRAM (CIP)**

13 Eric Miller gave a presentation on the FY 23/24 Capital Improvement Program. He noted
14 that in the Novato Service Area, one project is related to North Marin Aqueduct and the landslide
15 and one is for the interconnection modifications with Marin Water. He said that the Novato Blvd.
16 Widening project has been continued to be budgeted for several years even though it continues to
17 be postponed by the City of Novato. He said that overall approximately \$1 million has been
18 budgeted for pipeline work for the fiscal year. He also mentioned that the Crest Pump Station will go
19 out to bid this fiscal year. The CIP includes a plan to upgrade one of our hydro-pneumatic pump
20 stations and, if the project goes well, the remaining high priority ones will be budgeted over the next
21 several years. Director Baker commented that these hydro-pneumatic systems are only in certain
22 areas of the distribution system where storage tanks don't exist. Mr. Miller noted that the Lynwood
23 Pump Station has been budgeted for preliminary design and also said that the supernatant line
24 (waste line) from the Stafford Treatment Plant to Center Road will be a big project for this next year.
25 Regarding the West Marin budget, Mr. Miller summarized the projects that are slated for FY 23/24.
26 Two of the larger projects are the Gallagher Well No. 1 Rehabilitation and Galvanized Pipeline
27 Replacement on Balboa. Mr. Miller summarized the Recycled Water and Oceana Marin projects as
28 well.

29 **NBWRA MEETING – APRIL 24, 2023**

30 Tony Williams and Director Baker attended the April 24, 2023 North Bay Water Reuse
31 Association (NBWRA) meeting. Mr. Williams stated that at one time the District was a full member
32 but has now transitioned to Associate Member. The drought contingency plan is the only current
33 NBWRA project that the District is involved with.

34 **MISCELLANEOUS**

35 The Board received the following miscellaneous items: Disbursements Dated April 20, and
36 April 27, 2023, Auditor-Controller's Monthly Report of Investments for March 2023, FY 23 3rd Quarter

1 Labor Cost Report, U.S. Seasonal Drought Outlook – April 20, Russian River Forum – Planning
2 Group Roster.

3 The Board also received the following news articles: Marin IJ – Hearing scheduled on 126-
4 home project – NOVATO, North Marin Water District plans 9.5% Novato rate hike - NEW PROPOSAL,
5 City's housing plan rejected – NOVATO, Pt. Reyes Light – Reservoirs full, but officials say risks remain.

6 **ADJOURNMENT**

7 President Fraites adjourned the meeting at 5:30 p.m.

8 Submitted by

9
10 

11 Eileen Mulliner
12 District Secretary
13
14