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**NORTH MARIN WATER DISTRICT  
MINUTES OF REGULAR MEETING  
OF THE BOARD OF DIRECTORS  
June 6, 2023**

5 **CALL TO ORDER**

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

11 District employees Chris Kehoe (Construction Superintendent), and Robert Clark  
12 (Operations and Maintenance Supervisor) were also in attendance.

13 **GENERAL MANAGER'S REPORT**

14 During the General Manager's report, Mr. Williams informed the Board that he, Chris Kehoe,  
15 Pablo Ramudo, and Eric Miler as well as other engineering staff attended a tour of the Las Gallinas  
16 Valley Sanitary District's new treatment plant. While there they saw the location of the new meter  
17 that measures the volume of recycled water treated and sold to the District.

18 Mr. Williams also told the Board that on June 6, 2023 he attended a coordination meeting  
19 hosted by Marin Water and included general managers from Stinson Beach Public Utility District,  
20 Inverness Public Utilities District, and Muir Beach Community Services District.

21 Mr. Williams also gave a brief update on the North Marin Aqueduct landslide. He said that  
22 Eric Miller is working on a comprehensive update for the July Board meeting. He said that PG&E is  
23 wrapping up work to install their gas pipelines and should have the work done by the end of the  
24 week or next week. Frontier Communications had a line on the overhead poles that had to be  
25 removed within the slide area, and they are putting in a temporary line on the eastside of the  
26 roadway. Caltrans is mobilizing their contractor to start landslide repair this week which will probably  
27 go through September. NMWD is continuing to monitor the aqueduct and have still seen some slide  
28 movement over the last month. We may have to replace a short segment of the pipeline once  
29 landslide repair work is completed and before the road is redone.

30 Director Joly asked if the administration & lab building upgrade is still on target and Mr.  
31 Williams responded that the schedule has not changed since the last update. Eric Miller said that  
32 he will have another update for the Board in August.

33 **OPEN TIME**

34 President Fraites asked if anyone in the audience wished to bring up an item not on the  
35 agenda. Novato resident Frank Rebelo addressed the Board regarding the upcoming rate increase.

1 He said he felt that the public does not have enough time to review the budget. He said he looked  
2 at past increases and that last year we had forecasted a 6% rate increase for this year and therefore  
3 does not understand why the proposed rate is so much higher than forecasted.

4 Mr. Rebelo thanked the Board and left the meeting.

#### 5 **STAFF/DIRECTORS REPORTS**

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

7 Robert Clark noted that just before the meeting he had given Director Joly the flyer for the  
8 recent Western Weekend in West Marin. He said that NMWD provided a fill station to fill people's  
9 water bottles. The water was from the new well and that the event was a good time. Director  
10 Eichstaedt thanked Mr. Clark for attending.

#### 11 **CONSENT CALENDAR**

12 Director Joly asked that the item for extending the contractor with W.K. McLellan be taken  
13 off the Consent Calendar and moved to the Action Calendar. The rest of the Board agreed to this.

14 On the motion of Director Joly, and seconded by Director Petterle, the Board approved the  
15 following item on the consent calendar by the following vote:

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

17 NOES: None

18 ABSENT: Director Baker

19 ABSTAIN: None

#### 20 **AGREEMENT WITH KIOSK FOR COMMUNICATIONS AND PUBLIC OUTREACH**

21 In 2019, the District entered into a contract with Kiosk Creative LLC. Kiosk has successfully  
22 assisted the District with many public outreach related tasks, including creating a new website  
23 design and social media development. In order to continue communications and outreach efforts, it  
24 is necessary to enter into a new agreement with Kiosk in the amount of \$65,000.

#### 25 **ACTION ITEMS**

##### 26 **EXTEND CONTRACT FOR NMWD TRENCH RESTORATION PAVING – W.K. MCLELLAN**

27 Director Joly asked if we had gone out to bid in the last five years or so for this work. Mr.  
28 Williams explained that other paving contractors are typically not interested in the small patch jobs  
29 such as what the District requires. He said that staff has discussed going out for bid next time  
30 around. Director Petterle agreed that the bigger contractors don't like doing small paving jobs.  
31 Chris Kehoe said there is a new contractor doing work in parts of Marin that the City of Novato has  
32 used but we do not know their history yet.

33 On the motion of Director Petterle, and seconded by Director Eichstaedt, the Board  
34 approved the following item on the action calendar by the following vote:

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

2 NOES: None

3 ABSENT: Director Baker

4 ABSTAIN: None

5 **AMEND CONTRACTS FOR ON-CALL CONSTRUCTION AND REPAIR SERVICES – TEAM**  
6 **GHILOTTI & GHILOTTI CONSTRUCTION**

7 Eric Miller gave a brief background on the on-call construction and repair services contracts  
8 with Team Ghilotti and Ghilotti Construction. The original contracts were issued in 2016 and in 2019  
9 the first amendment was approved. This second, and last, amendment is being requested for  
10 \$400,000 to Ghilotti Construction’s contract and \$200,000 to Team Ghilotti. We will go out for bid  
11 for the renewal on-call services next spring. The upcoming projects that we can use these two  
12 contractors for include restoring the corporation yard paving and replacing the Stafford Treatment  
13 Plant supernatant line (sewer line).

14 On the motion of Director Joly, and seconded by Director Eichstaedt, the Board approved  
15 the following item on the action calendar by the following vote:

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

17 NOES: None

18 ABSENT: Director Baker

19 ABSTAIN: None

20 **INFORMATION ITEMS**

21 **BUDGET REVIEW PROPOSED FY 23/24 BUDGETS NOVATO AND WEST MARIN SERVICE**  
22 **AREAS**

23 Julie Blue gave a presentation of the proposed FY 23/24 budgets for Novato and West Marin  
24 service areas. She said another draft will be brought to the June 20, 2023 meeting for approval.  
25 The proposed FY 23/24 rate increases are incorporated in the budget as well as the Capital  
26 Improvement Projects, operations and maintenance costs, including personnel and insurance costs.  
27 The details of the budget include studies and special projects. She explained that the consolidated  
28 budget shows healthy cash reserves and a sufficient debt service coverage ratio. Director Joly  
29 asked about fixed and variable costs. Ms. Blue said they are approximately 30% and 70%,  
30 respectively and that she would calculate more precisely and provide more information at the next  
31 meeting.

32 **RUSSIAN RIVER WATER FORUM PLANNING GROUP MEETING – MAY 17, 2023**

33 Mr. Williams explained that this group was formed to address the future of the Potter Valley  
34 Project. He said the Eel River environmental groups appear to be open to a future diversion or  
35 removal of part of the dam as long as it is ‘fish-friendly’. PG&E has said that if any group or agency

1 is interested in keeping the diversion they need to let PG&E know by November 2023. Director Joly  
2 asked how federal and state agencies are involved. Mr. Williams said that the Federal Energy  
3 Regulatory Commission (FERC) is the only federal agency currently involved, but from an  
4 environmental resource standpoint, the National Oceanic and Atmospheric Administration (NOAA) is  
5 also involved.

6 **NBWA MEETING – JUNE 2, 2023**

7 Director Fraites attended the June 2, 2023 North Bay Watershed Association (NBWA)  
8 meeting. Director Fraites said that the main speakers were from the San Francisco Estuary Institute.  
9 They have come up with a way to reduce greenhouse gases in the delta area. They made a deal  
10 with the rice farmers to keep the rice fields flooded which reduced carbon releases. He also noted  
11 that the canal area in San Rafael is subsiding and restoration work in the marsh has helped reduce  
12 the sea level rise.

13 **MISCELLANEOUS**

14 The Board received the following miscellaneous items: Disbursements Dated May 18, May  
15 25, and June 1, 2023, Auditor-Controller's Monthly Report of Investments for April 2023, California  
16 Water Boards – Notice of Proposed Emergency Rulemaking May 19, 2023 – State Water  
17 Resources Control Board.

18 The Board also received the following news articles: Press Democrat – Russian-Eel river  
19 stakeholders launch new effort to find path forward without defunct power plant. Marin IJ – Rate  
20 increases approved for water supply projects – MARIN MUNICIPAL, Repairs for mudslide near  
21 Novato to cost \$10 million – MARCH 21 INCIDENT, Report criticizes water agency on supply  
22 forecasts – STATE AUDITOR, Pt Reyes Light – NOTICE OF PUBLIC HEARING ADOPTION OF  
23 FINAL BUDGET FOR FISCAL YEAR 2023-2024

24 **ADJOURNMENT**

25 President Fraites adjourned the meeting at 5:12 p.m.

26 Submitted by

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28 Eileen Mulliner  
29 District Secretary  
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