

**NORTH MARIN WATER DISTRICT  
MINUTES OF REGULAR MEETING  
OF THE BOARD OF DIRECTORS  
January 21, 2025**

**CALL TO ORDER**

President Joly 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.

District employees Chris Kehoe, Construction Superintendent, and Robert Clark, Operations and Maintenance Superintendent, were also in attendance.

Kent Gylfe and Brad Sherwood of Sonoma Water were also in attendance.

**MINUTES**

On motion of Director Petterle, seconded by Director Eichstaedt, the Board approved the minutes from the December 17, 2024 meeting, with minor edits from Director Baker, by the following vote:

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

NOES: None

ABSENT: None

ABSTAIN: None

**PRESENTATION BY SONOMA WATER ON THE WATER TRANSMISSION SYSTEM CAPITAL PROJECTS**

Ken Gylfe, Director of Engineering at Sonoma Water (SW), gave a presentation on SW's Water Transmission System Projects. Mr. Gylfe gave a brief description of Sonoma Water and the water delivery system from the Russian River to the various communities along the Hwy 101 corridor and then gave an overview of SW's Capital Improvement Projects, O&M Projects and Planning Efforts. He gave a brief description of their water supply projects at Occidental Road Well #3 and Sebastopol Road Well, Kastania Tank Recoat, Cotati #3 Tank Recoat and Improvements, Santa Rosa/Cotati Aqueduct Cathodic Protection, and Wilfred Booster Electrical Upgrade projects as well as some other capital projects in progress, as well as long-term tank inspections and condition assessments. Mr. Gylfe noted that supply chain issues, especially for electrical equipment, have impacted the completion dates on numerous projects. The Board thanked Mr. Gylfe for the presentation. President Joly asked about SW's resiliency including cyber security. Mr. Gylfe said that water supply and cyber security are both a big focus. Brad Sherwood noted that SW had testing done and said their computer system is very secure. Mr. Gylfe mentioned that SW is fairly secure in their ability to deal with drought. He also mentioned that Potter Valley is currently a big

focus and that the change in diversions from the Eel river will impact the Russian River system, however they are working to enhance the storage at Lake Mendocino. The Board thanked Mr. Gylfe again and he and Mr. Sherwood left the meeting.

### **GENERAL MANAGER'S REPORT**

Tony Williams gave an update on the Potter Valley project. He said that PG&E's deadline to submit their draft surrender and decommissioning plan is January 31 and said it will show a continued diversion as part of the ongoing concept by SW's and regional partners. He also said that negotiations and planning have been going well and that there is a lot to do between now and July 1 when PG&E's final decommissioning plan is to be submitted to FERC. Mr. Williams noted there is some concern with the new administration as there could be a possible freeze on federal funding.

Mr. Williams said that the West Marin Rate Study is ongoing and that the West Marin Services Ad hoc Committee (Fraits and Eichstaedt) has met once already and will be meeting again in February. He said that the study is challenging due to many capital needs in West Marin compared to the number of customers. He said that Mark Hildebrand, of Hildebrand Consulting, who is conducting the rate study, is currently scheduled to do a presentation of the draft rate study at the March 18<sup>th</sup> Board meeting.

Mr. Williams said that in light of the Southern California fires, NMWD and Novato Fire Protection District have teamed up and issued a coordinated joint message to explain our preparedness. He said the message is on our website and on our social media. He also said that he and Chief Bill Tyler will be presenting at a Novato City Council meeting next week. President Joly said it is a good message and glad to see it on our website.

President Joly mentioned from the Monthly Progress Report and said that it is good to see that water demand is up. He also asked about the unplanned services leaks. Chris Kehoe said that there is usually an increase in leaks at this time of the year due to ground swelling. He also said that there can be an increase in leaks during early spring and summer when the ground starts to shrink.

### **OPEN TIME**

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

### **STAFF/DIRECTORS REPORTS**

President Joly asked if there were any staff or director's reports.

Robert Clark addressed the Board and, in light of the recent fires in Southern California, said that as far as the Novato system is concerned, in Zones 1 and 2, we have approximately 26 million gallons (MG) of storage. He said that if 1% of Zone 1 homes or businesses were to have a fire, we should be ok; however, if 10% was on fire, we would have about 5 minutes of water available. He said in the event of a mega fire similar to what occurred down south, we probably would not have enough water. As far as power outages, the District does have some generators and some of the

tanks are filled by gravity via the aqueduct. Director Petterle noted the importance of personal responsibility for maintaining defensible space and other practices at each private home in the community, noting that the District cannot prepare for a big fire, but people can make it better at their own home.

Eric Miller gave a brief update on the Administration & Lab Building project. He noted that Senior Staff meet weekly on the project and planning for the return back. He said that we received final approval from the Novato Fire District on January 17 and that the City of Novato is scheduled to do their first inspection on January 22. It is anticipated that the final approval might take another City inspection but if we do receive City approval for occupancy in time, we plan to have our first Board meeting in the new building on February 18. Mr. Miller noted that the plan is to move staff starting on February 21 and be in the office on Monday, February 24. However, the office won't be open to the public until March 17. Mr. Miller said that the plan also includes the first day of laboratory testing on March 1 due to State certification timing issues. He also said that we are about 90% done with the construction punch list items. President Joly asked if the contractor could potentially be gone by January 31 and Mr. Miller said it will depend on if they can complete the remaining punch list items. President Joly also asked how long Senior Staff has been meeting regarding the building project and Mr. Miller said it has been about four months. Mr. Miller noted that due to the supply chain issues, the electrical equipment procurement earlier in the project had an impact on the completion schedule. Director Eichstaedt asked about the new roof and the recent rain and Mr. Miller answered that previous leaks have been addressed. President Joly also asked about the closeout process and Mr. Miller said it will take a few months to complete the closeout however, potential mediation regarding liquidated damages will likely take even more time.

### **ACTION CALENDAR**

#### **APPROVE: NOTICE OF COMPLETION – OCEANA MARIN & STORAGE POND REHABILITATION PROJECT**

Eric Miller said this item was to get approval to post a Notice of Completion at the County Clerk's office for this \$1.5M project. He also said that Engineering has prepared a project presentation and plans to give it at a Board Meeting in the near future. Director Eichstaedt asked about the previous road issue and Mr. Miller said we have been in contact with the Oceana Marin association, and we will be contributing \$10,000 towards the road repair. Julie Blue added that a cover letter will go with the check to clarify that this is a final settlement. The Board wanted the record to show that NMWD is grateful to the FEMA Hazard Mitigation Grant Program that helped fund this project.

On the motion of Director Petterle, and seconded by Director Eichstaedt, the Board approved the General Manager to execute the Notice of Completion for the Oceana Marin & Storage Pond Rehabilitation Project by the following vote:

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

NOES: None

ABSENT: None

ABSTAIN: None

### **TAC MEETING – DECEMBER 2, 2024**

Tony Williams said that the City of Napa gave a very good presentation at the December 2, 2024 TAC meeting. The presentation was on the City's water system response to the 2014 Napa earthquake and said that they relied heavily on support from East Bay Municipal Utility District after the earthquake. He said that he asked if they would come to the District and give the presentation to our staff.

### **MISCELLANEOUS**

The Board received the following miscellaneous items: Disbursements - Dated December 19, 24, 31, 2024 and January 9 and 16, 2025, Monthly Progress Report, Auditor-Controller's Monthly Report of Investments for November 2024, Increase in Board of Director's Compensation, Annual Report on Board Compensation, and Excerpt CW3E Subseasonal Outlook – January 7, 2025.

The Board received the following newspaper articles: Marin IJ – Wind, rain leave mark; new storm on the way – MARIN WEATHER, Red Rock Spring cult – WEST MARIN.

The Board also received the NMWD Web and Social Media Report for December 2024.

The Regular Board recessed at 5:22 p.m.

### **CLOSED SESSION**

President Joly convened the Board into closed session at 5:28 p.m. to discuss the General Manager's annual performance evaluation in accordance with CA Government Code section 54957. Christopher Boucher of Boucher Law, PC, Labor Negotiator, was also present. The Directors considered the second closed session item with Christopher Boucher in accordance with CA Government Code Section 54957.6.

### **OPEN SESSION**

Upon returning to regular session at 6:34 p.m., President Joly stated that no reportable action had been taken during Closed Session.

### **ADJOURNMENT**

President Joly adjourned the meeting at 6:35 p.m.

Submitted by



Eileen Mulliner  
District Secretary