

NORTH MARIN WATER DISTRICT
MINUTES OF REGULAR MEETING
OF THE BOARD OF DIRECTORS
September 16, 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, AGM/Chief Engineer Eric Miller, and Auditor-Controller Julie Blue.

District employees Chris Kehoe, Construction Superintendent, Robert Clark, Operations and Maintenance Manager, Tim Kennedy, incoming Operations and Maintenance Manager, Ryan Grisso, Avram Pearlman, and Vincent Verissimo.

MINUTES

On the motion of Director Baker, seconded by Director Petterle, the Board approved the minutes of the August 19, 2025, regular meeting, with one spelling error corrected on page 2, by the following vote:

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

NOES: None

ABSENT: None

ABSTAIN: None

GENERAL MANAGER'S REPORT

Tony Williams gave a Potter Valley Project update saying that a Statement of Interest has been worked on by the TAC and will be brought to the November WAC meeting. He said the statement supports Sonoma Water's effort on the project but highlights the costs and will be shared by the beneficiaries. He said the final version will be brought to the next Board meeting for approval. He also mentioned two articles in Miscellaneous regarding the PVP.

Mr. Williams noted that an updated version of the Waterline newsletter has been handed out to the Board for discussion later in the Agenda.

Mr. Williams stated that there will be a Board-to-Board Ad hoc meeting on September 26, at Marin Water. He said this is the second ad hoc meeting and that agenda items are being developed with Ben Horenstein, GM for Marin Water.

Mr. Williams reminded the Board that the Open House is coming up on Friday, September 19. He noted the schedule of events to take place. Director Petterle asked if there would be any Brown Act issues with all five directors in attendance, Mr. Williams said as long as they don't gather in groups of 3 or more there won't be any issues. He also noted that there will be a photographer at the event.

President Joly asked about cost escalation of the Administration building from the 1965 construction to 2025 upgrade. Mr. Williams said he will go through that at the Open House ceremony. President Joly noted it went up 60-fold in 60 years.

Director Fraites said in relation to Potter Valley, that people in that area are opposed to removing the dam and that the President of the United States seems to be now involved. He said it could get problematic. Mr. Williams said that it is a private company, PG&E, which is taking the dam down and not a governmental entity and that makes it hard for the federal government to weigh in.

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.

Director Eichstaedt said he visited the Van Arsdale Reservoir (part of the Potter Valley Project) and went on a tour of the fish ladder. He said the project is very interesting. He also said that he spoke with the General Manager at Inverness Public Utilities District and asked if they could put together a letter to CLAM regarding NMWD's property at 25 Giacomini in Pt. Reyes Station. He said he spoke to people at CLAM, and they said the house would be a good possible purchase but rental is likely preferred for their use to support the community.

Eric Miller said the Administrative Draft of the Master Plan will be ready for the proposed workshop on October 14, from 10-12. He said this workshop will be similar to the one held for the Strategic Plan. He said he will follow up with all the directors and finalize the date. Mr. Miller also mentioned that construction has started on the San Mateo Tank Transmission Line Project and that all is going great so far. He said the construction will last through October.

CONSENT CALENDAR

NOTICE OF COMPLETION FOR CREST PUMP STATION PROJECT

The Notice of Completion for the Crest Pump Station project was approved by the Board.

On the motion of Director Eichstaedt, seconded by Director Petterle, the Board approved the Notice of Completion for Crest Pump Station Project by the following vote:

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

NOES: None

ABSENT: None

ABSTAIN: None

TEXT FOR FALL 2025 NOVATO "WATERLINE", ISSUE 55

On the motion of Director Joly, seconded by Director Baker, the Board approved the Text for Fall 2025 Novato "Waterline", Issue 55 by the following vote:

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

NOES: None

ABSENT: None

ABSTAIN: None

INFORMATION ITEMS

PRELIMINARY FY 24/25 FINANCIAL STATEMENT

Julie Blue presented an overview of the Preliminary FY 24/25 Financial Statement. She said that the statement is preliminary since the District is in the middle of the annual financial statement audit. She said the audit was going well so far and that the audited financial statement will be presented to the Board at a future meeting for review and acceptance by the end of December. Ms. Blue referenced the consolidated summary and reported that revenue was 106% of budget and expenses were over budget by 7%. She explained that the revenue variance is due to increased water sales, and the expense variance is primarily due to Sonoma Water purchases. Ms. Blue said that for the capital plan, the three largest projects completed during the fiscal year were the Administration & Laboratory Building Upgrade, the Crest Pump Station, and the Oceana Marin Treatment Pond Rehabilitation Project. For Novato Water, estimated consumption was 2.3BG, and that system ended the fiscal year with a net income of \$632K. She commented that connection fees came in somewhat low at \$154K. For the Novato Recycled Water System, 223MG were consumed which is a 24% increase from last year. She also said that Recycled Water revenues covered debt service without borrowing from the Novato enterprise. For the West Marin Water System, there was a 13% increase in consumption from the prior fiscal year, and the next loss was approximately \$140K. For the Oceana Marin Sewer System, there were 241 active accounts, operating revenue was \$347K, and a net loss was \$23K.

President Joly said it was a very good job and thanked Ms. Blue and her staff.

FY 2024/25 END OF YEAR PROGRESS REPORT – WATER CONSERVATION AND PUBLIC COMMUNICATIONS

Ryan Grisso spoke to the Board and gave a presentation on the FY 2024/25 End of Year Progress Report for Water Conservation and Public Communications. He said that 175 toilets and 25 washing machines were replaced, 17 home surveys were conducted, 189 rebates were given for retrofits, 18 for Cash for Grass, 10 landscape efficiency rebates, 19 weather-based irrigation controller rebates, and 23 pool cover rebates. Mr. Grisso also reminded the Board that the District submitted its first Annual Urban Water Use Objective (UWUO) and Water Use Report to SWRCB back in December 2024 and the District was well below the UWUO water budget.

Mr. Grisso presented the District's Public Communications, starting with some data on the website which is the main source of information and very popular. The home page ranks first in hits, followed by online billing, and weather and production statistics. Mr. Grisso noted that the

WaterSmart dashboard is a useful tool for customers to monitor their water use and possible leaks and also used to send out email blasts for the digital waterline and construction project information. He said our social media continues to grow and that there is a mix of water conservation information, staff highlights, other District information and Board meeting dates. He said that in the future we will be adding more information on our facilities, recognizing our tanks and pump stations, a little less on staff. He said that we will continue to send out the Waterline newsletter in both hard copy and digital version via email.

Mr. Grisso gave a recap of the Marin County Fair where we participated in a joint booth and branded water station sponsoring with Marin Water early in FY25. He said that there were interactive stations focusing on water conservation that also included QR codes for each of the two water district websites. He also mentioned the 2025 Eco Friendly Garden Tour that toured two gardens in Novato, and the District staffed a table at one of the gardens. He said about 250 people visited each garden.

Director Eichstaedt asked about water loss and Mr. Williams directed him to the table on page 9 of the PowerPoint presentation where the Actual Use is compared to the Urban Water Use Objective in detail. Mr. Grisso said that a certain amount of loss is allocated per customer for the entire system.

President Joly asked Julie Blue if a lot of customers pay their bill online and she said yes, many pay over the phone as well as autopay. She noted that the number of shut off notices or shut offs have gone from about 30 a week to about 7 or 8 a week.

The Board thanked Mr. Grisso.

FY 2024/25 END OF YEAR PROGRESS REPORT – ENGINEERING DEPARTMENT

Eric Miller gave a summary of the Engineering Department's FY 2024/25 End of Year Progress Report. He highlighted the projects the department has worked on during the fiscal year. He noted that Capital Improvement Program (CIP) project costs incur both soft costs and construction costs. He said that the costs are tracked and reported from when the project is initially scoped through the Notice of Completion. Mr. Miller said the department accomplished approximately 75% of what they set out to do for the year. In addition to the planned and budgeted projects, often times there are projects that come up throughout the year that require realignment of priorities. He said that the San Mateo Tank Transmission Line, and the Novato Blvd. Widening from Diablo to Grant projects are moving forward and the Notice of Completion for the Crest Pump Station has been filed with the County. He noted that the Cherry Hill Pump Station Retaining Wall project repaired a retaining wall that collapsed over the previous winter. President Joly asked which are the District's five largest pump stations and Mr. Miller replied that they are Lynwood, San Marin, Cherry Hill, and the new Crest Pump Station and Mr. Clark added the Trumbull pump station. Mr.

Miller said that the new bathroom/locker room in the Construction building has been completed, and the crews are very happy with it.

President Joly asked about the Water Supply Enhancements – Spillway ASG (Adjustable Sliding Gate) project at Stafford Dam. Mr. Williams answered and said that the District partnered with the Marin County Flood Control District to perform a revised hydrology study on the watershed that considered climate change and atmospheric rivers.

In West Marin, Mr. Miller said that we replaced galvanized pipe in the system in two locations, and that the Lagunitas Bridge Pipeline Replacement project is moving forward and that public noticing is going out for preliminary work by District crews later this year. He also said that the Oceana Marin Treatment Plant Rehab project is in the closeout stage.

Mr. Miller mentioned the table in his memo on staff time and noted that it shows that approximately 13% of staff time is for developer projects. He said the amount of effort for developer projects varies each year and can have a measurable impact on CIP projects, and that 13% is higher than it has been in recent years.

Director Fraites asked if there will be any planting done around Crest Pump Station. Mr. Miller said that at this point there will not due to fire safety requirements and that there is no irrigation on site. Director Fraites also asked about the possibility of putting our logo somewhere on the pump station, but Mr. Williams said that we do not do this for security reasons. Director Petterle said that he thought landscaping had been discussed in the past for the pump station, Mr. Miller said he would look into the possibility.

The Board thanked Mr. Miller.

President Joly mentioned the memoriam in Miscellaneous part of the agenda packet for Jerry Gilbert. Mr. Williams said it was from the AWWA magazine. President Joly asked how long he had been the General Manager, Mr. Williams said 10 years, and he will be mentioning him at the Open House.

Director Fraites noted that he attended the NBWA meeting recently and that it was held at the Napa Sanitation offices. He said that at the meeting they were shown how, if a pipe were broken, a plastic liner material can be inserted into the pipe and when it expands it cuts off the leak and can last possibly 100 years. He said this seemed like a great cost savings but wondered if it would work for water pipes. Mr. Miller said that it may not work for water pipes. Chris Kehoe said that it wouldn't be cost effective, and the process could affect customers compared to standard pipe replacement. Mr. Williams also mentioned that he thinks this material could have PFAS in it and we would not want to use such material in the water system.

President Joly shared that Eric Lucan, County Supervisor, had called him about a water flow issue at a Novato recently and that Mr. Kehoe had investigated as well as the on-call staff member

and they discovered it was not a water district issue. President Joly said it good to see our response team work so well.

MISCELLANEOUS

The Board received the following miscellaneous items: Disbursements – Dated August 21 and 28, September 4 and 11, 2025, Monthly Progress Report, U.S. Seasonal Drought Outlook – August 31, 2025, 2025-2026 Climate Bond Implementation Request, In Memoriam: Jerome B. Gilbert, Response to Sept 11, 2025 C\$T letter.

The Board also received the following articles: Marin IJ Larger housing project sought – POINT REYES STATION, San Francisco Chronicle – California dam removal plan blasted by Trump administration, Lost Coast Outpost – Trump Administration Slams Eel River Dam Removal Plan, but Huffman is Confident the Project Can't be Stopped.

The Board also received the NMWD Web and Social Media Report – August 2025.

ADJOURNMENT

President Joly adjourned the meeting at 5:03 p.m.

Submitted by



Eileen Mulliner
District Secretary